



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT & CONSTRUCTION
P O Box 034
TRENTON NJ 08625-0034

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

ELIZABETH MAHER MUOIO
State Treasurer

CHRISTOPHER CHIANESE
Director

January 8, 2024

Clarke Canton Hintz, PC
100 Barrack Street
Trenton, NJ
Attn: John Hatch

Re: P1289-00- SBE Set-Aside Notice to Proceed
Fire Protection and Interior Egress Improvements
Proprietary House
Perth Amboy, Middlesex County, NJ

Dear Mr. [Redacted]

This is notification that the above referenced project was awarded to your firm in the amount of \$263,941.00 and serves as your Notice to Proceed. The design duration shall be 203 calendar days from the Notice to Proceed to the final plan review approval.

Your services will be in accordance with the Request for Proposals dated September 22, 2023, Scope of Work dated May 19, 2023, your technical proposal dated October 24, 2023, revised fee proposal dated November 27, 2023, the Agreement between the State of New Jersey and the Consultant and the General Conditions to the Consultant Agreement dated May 2016.

Please contact [Redacted] to set up the kick-off meeting.

We look forward to the successful completion of this project.

Please sign below and return by email to [Redacted]

Sincerely,

[Signature]
Assistant Deputy Director

c:

[Redacted]
Central File

Receipt and Understanding is Hereby Acknowledged:

[Signature] John Hatch P.A.C.A.
Name
Principal, Clarke Canton Hintz
Title

1/8/2024
Date

**PROFESSIONAL SERVICES FEE PROPOSAL
DIVISION OF PROPERTY MANAGEMENT & CONSTRUCTION**

**THIS FEE PROPOSAL TO BE RETURNED
TO: V [REDACTED]
VIA EMAIL: [REDACTED]**

**DATE: October 24, 2023
PROJECT NO.: P1289-00**

THIS PROPOSAL DUE DATE, NO LATER THAN 2:00 PM, TUESDAY, OCTOBER 24, 2023

FIRM NAME Clarke Caton Hintz, PC

THE UNDERSIGNED PROPOSES TO PROVIDE ALL PROFESSIONAL SERVICES AS STATED
IN THE REQUEST FOR PROPOSAL AND SCOPE OF WORK

CONSULTANT DESIGN	<u>\$ 53,080.00</u>
SUB CONSULTANT DESIGN	<u>\$ 58,743.00</u>
CONSULTANT CONSTRUCTION ADMINISTRATION	<u>\$ 37,280.00</u>
SUBCONSULTANT CONSTRUCTION ADMINISTRATION	<u>\$ 22,838.00</u>
TOTAL LUMP SUM FEE FOR PROFESSIONAL SERVICES	<u>\$ 171,941.00</u>
PLAN REVIEW AND PERMIT FEE ALLOWANCE	<u>\$ 75,000.00</u>
ALLOWANCE FOR HYDRANT FLOW TEST	<u>\$ 7,300.00</u>
ALLOWANCE FOR ELEVATOR ASSESSMENT (20 hrs at \$235/hr)	<u>\$ 4,700.00</u>
ALLOWANCE FOR STRUCTURAL ASSESSMENT	<u>\$ 5,000.00</u>
ALLOWANCE FOR WORK SPECIFIED BY THE CONSULTANT	<u>\$ 17,000.00</u>
TOTAL CONTRACT AMOUNT	<u>\$ 263,941.00</u>

PROPOSALS ARE BASED ON A LUMP SUM AMOUNT FOR ALL PROFESSIONAL SERVICES INDICATED AND INCLUDES ALL REQUIRED SITE VISITS, OFFICE SUPPORT, REPRODUCTION EXPENSES, TRAVEL AND LODGING.

FEE PROPOSAL TO HOLD GOOD FOR 60 DAYS FROM THE DATE SIGNED.

Signature and Title of Principle or Individual of the firm authorized to sign contractual documents:

Signature of the consultant below attests that the Consultant has read, understands and agrees to all terms, conditions and specifications set forth in the Request for Proposal (RFP) and Consultant Proposal Package.

Signature: 

Print Name: John D. S. Hatch, FAIA, LEED AP, Principal

Title: Principal

Date: October 23, 2023

Witness Signature: 

Print Name: George M. Hibbs, AIA, Principal

ATTACH PROOF OF REQUIRED INSURANCE COVERAGE

See attached requirements per "General Conditions to Consultant Agreement" Section 27, pp. 16-17
PROFESSIONAL LIABILITY INSURANCE
(\$100,000 MIN LIMIT/\$25,000 MAX DEDUCTIBLE)

CONSULTANT TASK/LABOR/FEE SHEET
A/E: CLARKE CATON HINTZ, PC

Project #: P1289-00
 Fire Protection and Interior Egress Improvements
 Proprietary House

PROJECT PHASE OR TASK	CONSULTANTS LEVEL OF EFFORT IN HOURS/FEE								REPROD. COST	TOTALS
	LEVEL	7	6	5	4	3	2	1	PER PHASE INCLUD.	PER TASK
	*HOURLY RATE	\$230.00	\$0.00	\$155.00	\$0.00	\$125.00	\$0.00	\$95.00	SUB CONSULTANT DOCUMENTS	HOURS \$ AMOUNT
SCHEMATIC DESIGN PHASE	HOURS	16		32		40		16		104
	AMOUNT	\$3,680		\$4,960		\$5,000		\$1,520	\$500	\$15,660
DESIGN DEVELOPMENT PHASE	HOURS	12		24		40		40		116
	AMOUNT	\$2,760		\$3,720		\$5,000		\$3,800	\$500	\$15,780
FINAL DESIGN PHASE	HOURS	8		24		40		40		112
	AMOUNT	\$1,840		\$3,720		\$5,000		\$3,800	\$1,000	\$15,360
PERMIT APPLICATION PHASE	HOURS	4		12		8				24
	AMOUNT	\$920		\$1,860		\$1,000		\$0	\$2,500	\$6,280
DESIGN SUB-TOTALS	HOURS	40	0	92	0	128	0	96	0	356
	AMOUNT	\$9,200	\$0	\$14,260	\$0	\$16,000	\$0	\$9,120	\$4,500	\$53,080
BIDDING AND CONTRACT AWARD	HOURS	4		8		8		0		20
	AMOUNT	\$920		\$1,240		\$1,000		\$0	\$2,500	\$5,660
CONSTRUCTION PHASE	HOURS	24		40		80		60		204
	AMOUNT	\$5,520		\$6,200		\$10,000		\$5,700	\$500	\$27,920
PROJECT CLOSE-OUT PHASE	HOURS	2		8		12				22
	AMOUNT	\$460		\$1,240		\$1,500		\$0	\$500	\$3,700
CONSTRUCTION ADMIN SUB-TOTALS	HOURS	30	0	56	0	100	0	60	0	246
	AMOUNT	\$6,900	\$0	\$8,680	\$0	\$12,500	\$0	\$5,700	\$3,500	\$37,280
TOTAL	HOURS	70	0	148	0	228	0	156	0	602
	AMOUNT	\$16,100	\$0	\$22,940	\$0	\$28,500	\$0	\$14,820	\$8,000	\$90,360
PROFESSIONAL SERVICES GRAND TOTALS									HOURS AMOUNT	602 \$90,360

SUB-CONSULTANT TASK/LABOR/FEE SHEET
A/E: CLARKE CATON HINTZ, PC

Project #: P1289-00
 Fire Protection and Interior Egress Improvements
 Proprietary House

PROJECT PHASE OR TASK	SUB CONSULTANTS LEVEL OF EFFORT IN HOURS/FEE				TOTALS PER TASK
	FIRM NAME	Princeton Engineering Group	Becker & Frondorf		
SCHEMATIC DESIGN PHASE	HOURS	72	14		86
	AMOUNT	\$10,858	\$1,942		\$12,800
DESIGN DEVELOPMENT PHASE	HOURS	114	26		140
	AMOUNT	\$17,098	\$3,812		\$20,910
FINAL DESIGN PHASE	HOURS	135	27		162
	AMOUNT	\$20,218	\$3,567		\$23,785
PERMIT APPLICATION PHASE	HOURS	8			8
	AMOUNT	\$1,248			\$1,248
DESIGN SUB-TOTALS	HOURS	329	67		396
	AMOUNT	\$49,422	\$9,321		\$58,743
BIDDING AND CONTRACT AWARD	HOURS	12			12
	AMOUNT	\$1,872			\$1,872
CONSTRUCTION PHASE	HOURS	119			119
	AMOUNT	\$17,846			\$17,846
PROJECT CLOSE-OUT PHASE	HOURS	21			21
	AMOUNT	\$3,120			\$3,120
CONSTRUCTION ADMIN SUB-TOTALS	HOURS	152	0		152
	AMOUNT	\$22,838	\$0		\$22,838
TOTALS	HOURS	481	67		548
	AMOUNT	\$72,260	\$9,321		\$81,581
TOTAL					

* PROVIDE FIRM NAME(S) AT TOP OF COLUMN(S). MAKE COPY OF THIS SHEET IF MORE SPACE IS NEEDED.

PLEASE ATTACH PROOF OF SUBCONSULTANT PREQUALIFICATION (48A) WITH DPMC

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/28/2022

PRODUCER WHITEHORN FINANCIAL GROUP INC [REDACTED] (973) 584-9330	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Clarke Caton Hintz 100 Barrack Street Trenton, NJ 08608	NSURER A: Continental Casualty Company	[REDACTED]
	NSURER B:	[REDACTED]
	NSURER C:	[REDACTED]
	NSURER D:	[REDACTED]
	NSURER E:	[REDACTED]

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADDL NSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV NJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALLOWED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> Hired AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY NJURY (Per person) \$ BODILY NJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE _____ DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ _____ \$ _____ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER Errors and Omissions	[REDACTED]	01/06/23	01/06/24	\$2,000,000 Per Claim and Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

SAMPLE CERTIFICATE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Maurice Andrews

01/05/10

Taxpayer Identification# [REDACTED]

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.


If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME: CLARKE CATON HINTZ, A PROFESSIONAL CORPO	TRADE NAME:	
ADDRESS: 100 BARRACK STREET 3RD FL TRENTON NJ 08608	SEQUENCE NUMBER: 0105471	
EFFECTIVE DATE: 10/18/01	ISSUANCE DATE: 01/05/10	
	 Director New Jersey Division of Revenue	
FORM-BRC (04-06) - D205640V	This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.	

08/26/03

Taxpayer Identification# [REDACTED]

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law (Public Law 2001, c.134) requires all contractors and subcontractors with State agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609) 292-1730.

I wish you continued success in your business endeavors.

Sincerely,


John E. Tully, CPA
Acting Director

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, NJ 08646-0252

TAXPAYER NAME:

PRINCETON ENGINEERING GROUP, LLC

TRADE NAME:

TAXPAYER IDENTIFICATION#:

SEQUENCE NUMBER:

0111770

ADDRESS:

100A FORRESTAL ROAD
PRINCETON NJ 08540

ISSUANCE DATE:

08/26/03

EFFECTIVE DATE:

04/20/99

FORM-BRC(08-01)


Acting Director

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: BECKER AND FRONDORF, INC.

Trade Name:

Address: 1500 WALNUT ST SUITE 1910
PHILADELPHIA, PA 19102

Certificate Number: [REDACTED]

Effective Date: July 31, 2001

Date of Issuance: September 30, 2009

For Office Use Only:
[REDACTED]

06/14/02

Taxpayer Identification# [REDACTED]

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law (Public Law 2001, c.134) requires all contractors and subcontractors with State agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609) 292-1730.

I wish you continued success in your business endeavors.

Sincerely,



Francis C. Gatti, Jr.
Deputy Director

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N.J. 08648-0252

TAXPAYER NAME:
HARRISON-HAMNETT, P.C.

TRADE NAME:

TAXPAYER IDENTIFICATION#

CONTRACTOR CERTIFICATION#

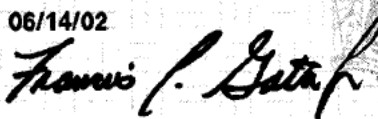
0098234

ADDRESS
40 KNOWLES ST
PENNINGTON NJ 08534

ISSUANCE DATE:

06/14/02

EFFECTIVE DATE:
12/24/90



Deputy Director

FORM-BRC(08-01)

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

AMERICANS WITH DISABILITIES ACT

State Contract Language

Equal Opportunity for Individuals with Disabilities

The CONTRACTORS and the STATE do hereby agree that the provision of Title II of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101 et, seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereunto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the STATE pursuant to this contract, the CONTRACTOR agrees that the performance shall be in strict compliance with the Act. In the event that the CONTRACTOR, its agents, servants, employees or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the CONTRACTOR shall defend the STATE in any action or administrative proceeding commenced pursuant to this Act. The CONTRACTOR shall indemnify, protect, and save harmless the STATE, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The CONTRACTOR shall, at its own expense, appear, defend and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the STATE's grievance procedure, the CONTRACTOR agrees to abide by any decision of the STATE which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the STATE, or if the STATE incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the CONTRACTOR shall satisfy and discharge the same at its own expense.

The STATE shall, as soon as practicable after a claim has been made against it, give written notice thereof to the CONTRACTOR along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the STATE or any of its agents, servants, and employees, the STATE shall expeditiously forward or have forwarded to the CONTRACTOR every demand, complaint, notice, summons, pleading, or other process received by the STATE of its representatives.

It is expressly agreed and understood that any approval by the STATE of the services provided by the CONTRACTOR pursuant to this contract will not relieve the CONTRACTOR of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the STATE pursuant to this paragraph.

It is further agreed and understood that the STATE assumes no obligation to indemnify or save harmless the CONTRACTOR, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the CONTRACTOR expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the CONTRACTOR's obligations assumed in this Agreement, nor shall they be construed to relieve the CONTRACTOR from any liability, nor preclude the STATE from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

MAC BRIDE PRINCIPLES COMPLIANCE CERTIFICATION

Pursuant to Public Law 1995, c.134, a responsible consultant selected, after public bidding, by the Director of the Division of Property Management and Construction, pursuant to N.J.S.A. 52:32-2, must complete the certification below by checking one of the two representations listed and signing where indicated. If a consultant who would otherwise be awarded a contract or agreement does not complete the certification, then the Director may determine, in accordance with applicable law and rules, that it is in the best interest of the State to award the contract or agreement to another consultant who has completed the certification and has submitted a fee proposal within five (5) percent of the most advantageous fee proposal. If the Director finds the consultant to be in violation of the principles which are the subject of this law, he shall take such action as may be appropriate and provided for by law, rule or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the consultant in default and seeking debarment or suspension of the consultant.

I certify, pursuant to N.J.S.A. 52:34-12.2, that the entity for which I am authorized to bid:

 X has no ongoing business activities in Northern Ireland and does not maintain a physical presence therein through the operation of offices, plants, factories, or similar facilities, either directly or indirectly, through intermediaries, subsidiaries or affiliated companies over which it maintains effective control; or

 will take lawful steps in good faith to conduct any business operations it has in Northern Ireland in accordance with the MacBride principles of nondiscrimination in employment as set forth in N.J.S.A. 52:18A-89.5 and in conformance with the United Kingdom's Fair Employment (Northern Ireland) Act of 1989, and permit independent monitoring of their compliance with those principles.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.



Signature of Consultant
John D. S. Hatch, FAIA, LEED AP, Principal

Dated: October 18, 2023

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION # AND TITLE: P1289-00; Proprietary House Improvements

BIDDER NAME: Clarke Caton Hintz, PC

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract with the State of New Jersey must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury’s Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. If the Director of the Division of Property Management and Construction finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to; imposing sanctions, seeking compliance, recovering damages, declaring the party in default and/or seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury’s Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

I am unable to certify as above because the Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury’s Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities

Relationship to Bidder

Description of Activities

Duration of Engagement

Anticipated Cessation Date

Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.



Signature

October 18, 2023

Date

John D. S. Hatch, FAIA, LEED AP, Principal

Print Name and Title



OWNERSHIP DISCLOSURE FORM
 STATE OF NEW JERSEY
 DEPARTMENT OF THE TREASURY - DIVISION OF PROPERTY MANAGEMENT &
 CONSTRUCTION
 33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

VENDOR NAME: Clarke Caton Hintz, PC

PURSUANT TO N.J.S.A. 52:25-24.2, ALL PARTIES ENTERING INTO A CONTRACT WITH THE STATE ARE REQUIRED TO PROVIDE A STATEMENT OF OWNERSHIP.

Please answer all questions and complete the information requested.

- | | | |
|--|-------------------------------------|-------------------------------------|
| | YES | NO |
| 1. The vendor is a Non-Profit Entity ; and therefore, no disclosure is necessary. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The vendor is a Sole Proprietor ; and therefore, no other disclosure is necessary.
A Sole Proprietor is a person who owns an unincorporated business by himself or her-self.
A limited liability company with a single member is not a Sole Proprietor. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. The vendor is a corporation, partnership, or limited liability company with individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest; and therefore, disclosure is necessary. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If you answered **YES** to Question 3, you must disclose the information requested in the space below:*

- (a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class;
- (b) all individual partners in the partnership who own a 10% or greater interest therein; or,
- (c) all members in the limited liability company who own a 10% or greater interest therein.

YES					
NAME	John D. S. Hatch		NAME	George M. Hibbs	
ADDRESS	165 Mercer Street		ADDRESS	136 Hidden Valley Lane	
ADDRESS	Trenton, NJ 08611		ADDRESS	Newtown, PA 18940	
CITY	STATE	ZIP	CITY	STATE	ZIP
NAME	Brian M. Slauch		NAME	Michael F. Sullivan	
ADDRESS	304 E. 2nd Street		ADDRESS	933 Gainsway Road	
ADDRESS	Moorestown, NJ 08057		ADDRESS	Yardley, PA 19067	
CITY	STATE	ZIP	CITY	STATE	ZIP

- | | |
|---|--------------------------|
| | NO |
| 4. For each of the corporations, partnerships, or limited liability companies identified in response to Question #3 above, are there any individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest of those listed business entities? | <input type="checkbox"/> |

If you answered **YES** to Question 4, you must disclose the information requested in the space below:*

- (a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class;
- (b) all individual partners in the partnership who own a 10% or greater interest therein; or,
- (c) all members in the limited liability company who own a 10% or greater interest therein. The disclosure(s) shall be continued until the names and addresses of every non-corporate stockholder, individual partner, and/or member a 10% or greater interest has been identified.

NAME	_____
ADDRESS	_____
ADDRESS	_____
CITY	STATE ZIP

NAME	_____
ADDRESS	_____
ADDRESS	_____
CITY	STATE ZIP

NAME	_____
ADDRESS	_____
ADDRESS	_____
CITY	STATE ZIP

NAME	_____
ADDRESS	_____
ADDRESS	_____
CITY	STATE ZIP

5. As an alternative to completing this form, a Vendor with any direct or indirect parent entity which is publicly traded, may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10% or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10% or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10% or greater beneficial interest.*

Attach *additional sheets if necessary*



CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

CONTRACT / BID SOLICITATION TITLE
CONTRACT / BID SOLICITATION No.

Proprietary House Fire Protection & Interior Egress Improvements
P1289-00

Pursuant to N.J.S.A. 52:32-60.1, et seq. (P.L. 2022, c.3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is engaged in prohibited activities in Russia or Belarusⁱ. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CERTIFICATION

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the [Department of the Treasury's list](#) of Vendors engaged in prohibited activities in Russia or Belarus, and having done so certify:


(Check the Appropriate Box)

- A. That the Vendor is not identified on the Department of the Treasury's list of Vendors engaged in prohibited activities in Russia or Belarus **and** is not engaged in prohibited activities in Russia or Belarus.
- OR**
- B. That I am unable to certify as to "A" above, because the Vendor is identified on the Department of the Treasury's list of Vendors engaged in prohibited activities in Russia and/or Belarus.
- OR**
- C. That I am unable to certify as to "A" above, because the Vendor, though not identified on the Department of the Treasury's list of Vendors engaged in prohibited activities in Russia or Belarus, is engaged in prohibited activities in Russia or Belarus. A detailed, accurate and precise description of the Vendor's activity in Russia and/or Belarus is set forth below.
Description of Prohibited Activity (Attach Additional Sheets If Necessary.)

Additional Certification of Federal Exemption and/or License

(Complete only if appropriate)

- D. I, the undersigned, certify that Vendor is currently engaged in activity in Russia and/or Belarus, but is doing so consistent with federal law and/or regulation and/or license. A detailed description of how the Vendor's activity in Russia and/or Belarus is consistent with federal law, or is within the requirements of the federal exemption and/or license is set forth below. (Attach Additional Sheets If Necessary.)



 Signature of Vendor's Authorized Representative
 John D. S. Hatch, FAIA, LEED AP, Principal

 Print Name and Title of Vendor's Authorized Representative
 Clarke Caton Hintz, PC

 Vendor's Name
 100 Barrack Street

 Vendor's Address (Street Address)
 Trenton, NJ 08608

 Vendor's Address (City/State/Zip Code)

October 18, 2023

 Date
 [REDACTED]

 Vendor's FEIN
 609-883-8383

 Vendor's Phone Number
 609-883-4044

 Vendor's Fax Number
 jhatch@cchnj.com

 Vendor's Email Address

Definitions
ⁱ Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).
ⁱⁱ Engaged in prohibited activities in Russia or Belarus means: (1) companies in which the Government of Russia or Belarus has any direct equity share; (2) having any business operations commencing after the effective date of this act that involve contracts with or the provision of goods or services to the Government of Russia or Belarus; (3) being headquartered in Russia or having its principal place of business in Russia or Belarus, or (4) supporting, assisting or facilitating the Government of Russia or Belarus in their campaigns to invade the sovereign country of Ukraine, either through in-kind support or for profit.

NEW JERSEY DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION
CERTIFICATION OF NON-DEBARMENT FORM

DPMC Contract No: P1289-00

Contract Name: Proprietary House Fire Protection and Interior Egress Improvements

Contractor Name: Clarke Caton Hintz, PC

Contractor Address: 100 Barrack Street, Trenton, NJ 08608

CERTIFICATION

Pursuant to N.J.S.A. 52:32-44.1, I, the undersigned, being duly authorized to complete this certification on behalf of the above-named Contractor, do hereby certify and attest, under the pains and penalties of perjury, that:

- The Contractor is not debarred at the federal level from contracting with the federal government;
- None of the parent entities, subsidiaries, related entities or affiliates of the Contractor are debarred at the federal level from contracting with the federal government;
- I am authorized to execute this certification on behalf of the Contractor;
- I acknowledge that the State of New Jersey is relying on the information contained herein;
- I acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contract(s) with DPMC to notify DPMC in writing of any changes to the information contained herein; and
- I acknowledge that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution, and such misrepresentation may be considered fraudulent, and/or a material breach of the Contractor's contract(s) with the State of New Jersey.

If DPMC finds a person or entity to be in violation of the law, it shall take action as may be appropriate and permitted by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and/or seeking debarment or suspension of the party.

Signature:  _____

Print Name:  _____

Title: Principal

Date: October 18, 2023



STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

NOTICE OF CONSULTANT PREQUALIFICATION

FIRM: CLARKE CATON HINTZ, PC
ADDRESS: 100 BARRACK STREET
TRENTON, NJ 08608

INITIAL REVISED RENEWAL

DATE OF ISSUE: SEPTEMBER 22, 2023
EXPIRATION DATE: SEPTEMBER 30, 2025
FEDERAL ID NUMBER: ██████████

MBE WBE SBE VOB

The Experience Questionnaire (FORM 48A), submitted by your firm, has been reviewed. As a result of this review, your firm may be invited to submit proposals for projects involving the checked discipline(s) having a not to exceed Construction Cost Estimate (CCE) as noted. For the purposes of this form, NA = no fixed amount.

<input checked="" type="checkbox"/> ARCHITECTURE	UNLIMITED	<input checked="" type="checkbox"/> ROOFING CONSULTANT	UNLIMITED
<input type="checkbox"/> ELECTRICAL ENGINEERING	_____	<input type="checkbox"/> ACOUSTICS	_____
<input type="checkbox"/> HVAC ENGINEERING	_____	<input type="checkbox"/> ASBESTOS DESIGN	_____
<input type="checkbox"/> PLUMBING ENGINEERING	_____	<input type="checkbox"/> ASBESTOS SAFETY MONITORING	_____
<input type="checkbox"/> CIVIL ENGINEERING	_____	<input type="checkbox"/> CLAIMS ANALYSIS	_____
<input type="checkbox"/> SANITARY ENGINEERING	_____	<input type="checkbox"/> TELECOMMUNICATIONS	_____
<input type="checkbox"/> STRUCTURAL ENGINEERING	_____	<input checked="" type="checkbox"/> FEASIBILITY PLANNING	UNLIMITED
<input type="checkbox"/> ELEVATOR/CONVEYOR ENGINEERING	_____	<input type="checkbox"/> FIRE DETECTION SYSTEMS	_____
<input type="checkbox"/> SOILS ENGINEERING	_____	<input type="checkbox"/> FIRE PROTECTION SYSTEMS	_____
<input type="checkbox"/> FIRE PROTECTION ENGINEERING	_____	<input type="checkbox"/> FOOD SERVICE	_____
<input type="checkbox"/> ENVIRONMENTAL ENGINEERING	_____	<input type="checkbox"/> HYDRAULICS/PNEUMATICS	_____
<input type="checkbox"/> MARINE ENGINEERING	_____	<input type="checkbox"/> HYDROLOGY	_____
<input checked="" type="checkbox"/> LANDSCAPE DESIGN	10 MILLION	<input type="checkbox"/> SECURITY SYSTEMS	_____
<input checked="" type="checkbox"/> PLANNING	UNLIMITED	<input checked="" type="checkbox"/> SITE PLANNING	UNLIMITED
<input type="checkbox"/> LAND SURVEYING	_____	<input checked="" type="checkbox"/> HISTORIC PRESERVATION CONSULTANT	NA
<input type="checkbox"/> AERIAL SURVEYING	_____	<input type="checkbox"/> ENERGY AUDITING	_____
<input type="checkbox"/> HYDROGRAPHIC SURVEYING	_____	<input type="checkbox"/> TRAFFIC	_____
<input checked="" type="checkbox"/> FIRE & LIFE SAFETY RENOVATIONS	UNLIMITED	<input type="checkbox"/> TRANSPORTATION	_____
<input type="checkbox"/> BUILDING COMMISSIONING	_____	<input type="checkbox"/> WASTE/WATER TREATMENT	_____
<input type="checkbox"/> BOILER/STEAM LINES/HIGH PRESSURE SYS.	_____	<input type="checkbox"/> ENERGY MANAGEMENT CONTROL SYSTEM	_____
<input type="checkbox"/> DAM/LEVEE DESIGN	_____	<input type="checkbox"/> RENEWABLE ENERGY CONSULTANT	_____
<input checked="" type="checkbox"/> BARRIER FREE/ADA DESIGN	UNLIMITED	<input type="checkbox"/> CONSTRUCTION FIELD INSPECTION	_____
<input type="checkbox"/> ESTIMATING/COST ANALYSIS	_____	<input type="checkbox"/> PROJECT MANAGEMENT	_____
<input checked="" type="checkbox"/> INTERIOR DESIGN/SPACE PLANNING	UNLIMITED	<input type="checkbox"/> ENVIRONMENTAL CONSULTANT	_____
<input checked="" type="checkbox"/> ROOFING INSPECTION	UNLIMITED	<input type="checkbox"/> STORAGE TANK REMOVAL	_____
<input type="checkbox"/> CONSTRUCTION MANAGEMENT	_____	<input type="checkbox"/> STORAGE TANK INSTALLATION	_____
<input type="checkbox"/> CPM	_____	<input type="checkbox"/> PERIMETER SECURITY FENCING	_____
<input type="checkbox"/> ARCHAEOLOGY	_____	<input type="checkbox"/> INDOOR AIR QUALITY TESTING	_____
<input type="checkbox"/> GEOLOGY	_____	<input type="checkbox"/> LANDFILL CLOSURE	_____
<input checked="" type="checkbox"/> VALUE ENGINEERING	NA	<input type="checkbox"/> LEAD PAINT EVALUATION	_____
<input checked="" type="checkbox"/> HISTORIC PRESERVATION/RESTORATION	UNLIMITED		

PREPARED BY:

Pamela Sullivan

PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:

Richard S. Flodmand

RICHARD S. FLODMAND
DEPUTY DIRECTOR
By Christopher Geary, Assistant Deputy Director

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STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

NOTICE OF CONSULTANT PREQUALIFICATION

FIRM: PRINCETON ENGINEERING GROUP, LLC
ADDRESS: 100A FORRESTAL ROAD
PRINCETON, NJ 08540

INITIAL REVISED RENEWAL

DATE OF ISSUE: NOVEMBER 9, 2022
EXPIRATION DATE: NOVEMBER 15, 2024
FEDERAL ID NUMBER: ██████████

MBE WBE SBE VOB

The Experience Questionnaire (FORM 48A), submitted by your firm, has been reviewed. As a result of this review, your firm may be invited to submit proposals for projects involving the checked discipline(s) having a not to exceed Construction Cost Estimate (CCE) as noted. For the purposes of this form, NA = no fixed amount.

- | | | | |
|---|-------------------|--|-------------------|
| <input type="checkbox"/> ARCHITECTURE | _____ | <input type="checkbox"/> ROOFING CONSULTANT | _____ |
| <input checked="" type="checkbox"/> ELECTRICAL ENGINEERING | 5 MILLION | <input type="checkbox"/> ACOUSTICS | _____ |
| <input checked="" type="checkbox"/> HVAC ENGINEERING | 5 MILLION | <input type="checkbox"/> ASBESTOS DESIGN | _____ |
| <input checked="" type="checkbox"/> PLUMBING ENGINEERING | 5 MILLION | <input type="checkbox"/> ASBESTOS SAFETY MONITORING | _____ |
| <input type="checkbox"/> CIVIL ENGINEERING | _____ | <input type="checkbox"/> CLAIMS ANALYSIS | _____ |
| <input type="checkbox"/> SANITARY ENGINEERING | _____ | <input type="checkbox"/> TELECOMMUNICATIONS | _____ |
| <input type="checkbox"/> STRUCTURAL ENGINEERING | _____ | <input type="checkbox"/> FEASIBILITY PLANNING | _____ |
| <input type="checkbox"/> ELEVATOR/CONVEYOR ENGINEERING | _____ | <input checked="" type="checkbox"/> FIRE DETECTION SYSTEMS | 5 MILLION |
| <input type="checkbox"/> SOILS ENGINEERING | _____ | <input checked="" type="checkbox"/> FIRE PROTECTION SYSTEMS | 5 MILLION |
| <input checked="" type="checkbox"/> FIRE PROTECTION ENGINEERING | 5 MILLION | <input type="checkbox"/> FOOD SERVICE | _____ |
| <input type="checkbox"/> ENVIRONMENTAL ENGINEERING | _____ | <input type="checkbox"/> HYDRAULICS/PNEUMATICS | _____ |
| <input type="checkbox"/> MARINE ENGINEERING | _____ | <input type="checkbox"/> HYDROLOGY | _____ |
| <input type="checkbox"/> LANDSCAPE DESIGN | _____ | <input type="checkbox"/> SECURITY SYSTEMS | _____ |
| <input type="checkbox"/> PLANNING | _____ | <input type="checkbox"/> SITE PLANNING | _____ |
| <input type="checkbox"/> LAND SURVEYING | _____ | <input type="checkbox"/> HISTORIC PRESERVATION CONSULTANT | _____ |
| <input type="checkbox"/> AERIAL SURVEYING | _____ | <input type="checkbox"/> ENERGY AUDITING | _____ |
| <input type="checkbox"/> HYDROGRAPHIC SURVEYING | _____ | <input type="checkbox"/> TRAFFIC | _____ |
| <input checked="" type="checkbox"/> FIRE & LIFE SAFETY RENOVATIONS | 10 MILLION | <input type="checkbox"/> TRANSPORTATION | _____ |
| <input type="checkbox"/> BUILDING COMMISSIONING | _____ | <input type="checkbox"/> WASTE/WATER TREATMENT | _____ |
| <input checked="" type="checkbox"/> BOILER/STEAM LINES/HIGH PRESSURE SYS. | 5 MILLION | <input checked="" type="checkbox"/> ENERGY MANAGEMENT CONTROL SYSTEM | 20 MILLION |
| <input type="checkbox"/> DAM/LEVEE DESIGN | _____ | <input type="checkbox"/> RENEWABLE ENERGY CONSULTANT | _____ |
| <input type="checkbox"/> BARRIER FREE/ADA DESIGN | _____ | <input type="checkbox"/> CONSTRUCTION FIELD INSPECTION | _____ |
| <input type="checkbox"/> ESTIMATING/COST ANALYSIS | _____ | <input type="checkbox"/> PROJECT MANAGEMENT | _____ |
| <input type="checkbox"/> INTERIOR DESIGN/SPACE PLANNING | _____ | <input type="checkbox"/> ENVIRONMENTAL CONSULTANT | _____ |
| <input type="checkbox"/> ROOFING INSPECTION | _____ | <input type="checkbox"/> STORAGE TANK REMOVAL | _____ |
| <input type="checkbox"/> CONSTRUCTION MANAGEMENT | _____ | <input type="checkbox"/> STORAGE TANK INSTALLATION | _____ |
| <input type="checkbox"/> CPM | _____ | <input type="checkbox"/> PERIMETER SECURITY FENCING | _____ |
| <input type="checkbox"/> ARCHAEOLOGY | _____ | <input type="checkbox"/> INDOOR AIR QUALITY TESTING | _____ |
| <input type="checkbox"/> GEOLOGY | _____ | <input type="checkbox"/> LANDFILL CLOSURE | _____ |
| <input type="checkbox"/> VALUE ENGINEERING | _____ | <input type="checkbox"/> LEAD PAINT EVALUATION | _____ |
| <input type="checkbox"/> HISTORIC PRESERVATION/RESTORATION | _____ | | |

PREPARED BY:

Pamela Sullivan

PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:

Richard S. Flodmand

RICHARD S. FLODMAND
DEPUTY DIRECTOR

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STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

NOTICE OF CONSULTANT PREQUALIFICATION

FIRM: BECKER & FRONDORF, INC.
ADDRESS: 1500 WALNUT STREET, SUITE 1910
PHILADELPHIA, PA 19102

INITIAL REVISED RENEWAL

DATE OF ISSUE: JUNE 27, 2023
EXPIRATION DATE: JUNE 30, 2025
FEDERAL ID NUMBER: [REDACTED]

MBE WBE SBE VOB

The Experience Questionnaire (FORM 48A), submitted by your firm, has been reviewed. As a result of this review, your firm may be invited to submit proposals for projects involving the checked discipline(s) having a not to exceed Construction Cost Estimate (CCE) as noted. For the purposes of this form, NA = no fixed amount.

- | | | | |
|--|-------|---|-----------|
| <input type="checkbox"/> ARCHITECTURE | _____ | <input type="checkbox"/> ROOFING CONSULTANT | _____ |
| <input type="checkbox"/> ELECTRICAL ENGINEERING | _____ | <input type="checkbox"/> ACOUSTICS | _____ |
| <input type="checkbox"/> HVAC ENGINEERING | _____ | <input type="checkbox"/> ASBESTOS DESIGN | _____ |
| <input type="checkbox"/> PLUMBING ENGINEERING | _____ | <input type="checkbox"/> ASBESTOS SAFETY MONITORING | _____ |
| <input type="checkbox"/> CIVIL ENGINEERING | _____ | <input type="checkbox"/> CLAIMS ANALYSIS | _____ |
| <input type="checkbox"/> SANITARY ENGINEERING | _____ | <input type="checkbox"/> TELECOMMUNICATIONS | _____ |
| <input type="checkbox"/> STRUCTURAL ENGINEERING | _____ | <input type="checkbox"/> FEASIBILITY PLANNING | _____ |
| <input type="checkbox"/> ELEVATOR/CONVEYOR ENGINEERING | _____ | <input type="checkbox"/> FIRE DETECTION SYSTEMS | _____ |
| <input type="checkbox"/> SOILS ENGINEERING | _____ | <input type="checkbox"/> FIRE PROTECTION SYSTEMS | _____ |
| <input type="checkbox"/> FIRE PROTECTION ENGINEERING | _____ | <input type="checkbox"/> FOOD SERVICE | _____ |
| <input type="checkbox"/> ENVIRONMENTAL ENGINEERING | _____ | <input type="checkbox"/> HYDRAULICS/PNEUMATICS | _____ |
| <input type="checkbox"/> MARINE ENGINEERING | _____ | <input type="checkbox"/> HYDROLOGY | _____ |
| <input type="checkbox"/> LANDSCAPE DESIGN | _____ | <input type="checkbox"/> SECURITY SYSTEMS | _____ |
| <input type="checkbox"/> PLANNING | _____ | <input type="checkbox"/> SITE PLANNING | _____ |
| <input type="checkbox"/> LAND SURVEYING | _____ | <input type="checkbox"/> HISTORIC PRESERVATION CONSULTANT | _____ |
| <input type="checkbox"/> AERIAL SURVEYING | _____ | <input type="checkbox"/> ENERGY AUDITING | _____ |
| <input type="checkbox"/> HYDROGRAPHIC SURVEYING | _____ | <input type="checkbox"/> TRAFFIC | _____ |
| <input type="checkbox"/> FIRE & LIFE SAFETY RENOVATIONS | _____ | <input type="checkbox"/> TRANSPORTATION | _____ |
| <input type="checkbox"/> BUILDING COMMISSIONING | _____ | <input type="checkbox"/> WASTE/WATER TREATMENT | _____ |
| <input type="checkbox"/> BOILER/STEAM LINES/HIGH PRESSURE SYS. | _____ | <input type="checkbox"/> ENERGY MANAGEMENT CONTROL SYSTEM | _____ |
| <input type="checkbox"/> DAM/LEVEE DESIGN | _____ | <input type="checkbox"/> RENEWABLE ENERGY CONSULTANT | _____ |
| <input type="checkbox"/> BARRIER FREE/ADA DESIGN | _____ | <input type="checkbox"/> CONSTRUCTION FIELD INSPECTION | _____ |
| <input checked="" type="checkbox"/> ESTIMATING/COST ANALYSIS | NA | <input checked="" type="checkbox"/> PROJECT MANAGEMENT | UNLIMITED |
| <input type="checkbox"/> INTERIOR DESIGN/SPACE PLANNING | _____ | <input type="checkbox"/> ENVIRONMENTAL CONSULTANT | _____ |
| <input type="checkbox"/> ROOFING INSPECTION | _____ | <input type="checkbox"/> STORAGE TANK REMOVAL | _____ |
| <input type="checkbox"/> CONSTRUCTION MANAGEMENT | _____ | <input type="checkbox"/> STORAGE TANK INSTALLATION | _____ |
| <input type="checkbox"/> CPM | _____ | <input type="checkbox"/> PERIMETER SECURITY FENCING | _____ |
| <input type="checkbox"/> ARCHAEOLOGY | _____ | <input type="checkbox"/> INDOOR AIR QUALITY TESTING | _____ |
| <input type="checkbox"/> GEOLOGY | _____ | <input type="checkbox"/> LANDFILL CLOSURE | _____ |
| <input checked="" type="checkbox"/> VALUE ENGINEERING | NA | <input type="checkbox"/> LEAD PAINT EVALUATION | _____ |
| <input type="checkbox"/> HISTORIC PRESERVATION/RESTORATION | _____ | | |

PREPARED BY:

Pamela Sullivan

PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:

Richard S. Flodmand

RICHARD S. FLODMAND
DEPUTY DIRECTOR

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STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

NOTICE OF CONSULTANT PREQUALIFICATION

FIRM: HARRISON-HAMNETT, PC
ADDRESS: 40 KNOWLES STREET
PENNINGTON, NJ 08534

INITIAL REVISED RENEWAL

DATE OF ISSUE: SEPTEMBER 8, 2022
EXPIRATION DATE: SEPTEMBER 15, 2024
FEDERAL ID NUMBER: [REDACTED]

MBE WBE SBE VOB

The Experience Questionnaire (FORM 48A), submitted by your firm, has been reviewed. As a result of this review, your firm may be invited to submit proposals for projects involving the checked discipline(s) having a not to exceed Construction Cost Estimate (CCE) as noted. For the purposes of this form, NA = no fixed amount.

- | | |
|---|---|
| <input type="checkbox"/> ARCHITECTURE _____ | <input type="checkbox"/> ROOFING CONSULTANT _____ |
| <input type="checkbox"/> ELECTRICAL ENGINEERING _____ | <input type="checkbox"/> ACOUSTICS _____ |
| <input type="checkbox"/> HVAC ENGINEERING _____ | <input type="checkbox"/> ASBESTOS DESIGN _____ |
| <input type="checkbox"/> PLUMBING ENGINEERING _____ | <input type="checkbox"/> ASBESTOS SAFETY MONITORING _____ |
| <input type="checkbox"/> CIVIL ENGINEERING _____ | <input type="checkbox"/> CLAIMS ANALYSIS _____ |
| <input type="checkbox"/> SANITARY ENGINEERING _____ | <input type="checkbox"/> TELECOMMUNICATIONS _____ |
| <input checked="" type="checkbox"/> STRUCTURAL ENGINEERING UNLIMITED | <input type="checkbox"/> FEASIBILITY PLANNING _____ |
| <input type="checkbox"/> ELEVATOR/CONVEYOR ENGINEERING _____ | <input type="checkbox"/> FIRE DETECTION SYSTEMS _____ |
| <input type="checkbox"/> SOILS ENGINEERING _____ | <input type="checkbox"/> FIRE PROTECTION SYSTEMS _____ |
| <input type="checkbox"/> FIRE PROTECTION ENGINEERING _____ | <input type="checkbox"/> FOOD SERVICE _____ |
| <input type="checkbox"/> ENVIRONMENTAL ENGINEERING _____ | <input type="checkbox"/> HYDRAULICS/PNEUMATICS _____ |
| <input type="checkbox"/> MARINE ENGINEERING _____ | <input type="checkbox"/> HYDROLOGY _____ |
| <input type="checkbox"/> LANDSCAPE DESIGN _____ | <input type="checkbox"/> SECURITY SYSTEMS _____ |
| <input type="checkbox"/> PLANNING _____ | <input type="checkbox"/> SITE PLANNING _____ |
| <input type="checkbox"/> LAND SURVEYING _____ | <input type="checkbox"/> HISTORIC PRESERVATION CONSULTANT _____ |
| <input type="checkbox"/> AERIAL SURVEYING _____ | <input type="checkbox"/> ENERGY AUDITING _____ |
| <input type="checkbox"/> HYDROGRAPHIC SURVEYING _____ | <input type="checkbox"/> TRAFFIC _____ |
| <input type="checkbox"/> FIRE & LIFE SAFETY RENOVATIONS _____ | <input type="checkbox"/> TRANSPORTATION _____ |
| <input type="checkbox"/> BUILDING COMMISSIONING _____ | <input type="checkbox"/> WASTE/WATER TREATMENT _____ |
| <input type="checkbox"/> BOILER/STEAM LINES/HIGH PRESSURE SYS. _____ | <input type="checkbox"/> ENERGY MANAGEMENT CONTROL SYSTEM _____ |
| <input type="checkbox"/> DAM/LEVEE DESIGN _____ | <input type="checkbox"/> RENEWABLE ENERGY CONSULTANT _____ |
| <input type="checkbox"/> BARRIER FREE/ADA DESIGN _____ | <input type="checkbox"/> CONSTRUCTION FIELD INSPECTION _____ |
| <input type="checkbox"/> ESTIMATING/COST ANALYSIS _____ | <input type="checkbox"/> PROJECT MANAGEMENT _____ |
| <input type="checkbox"/> INTERIOR DESIGN/SPACE PLANNING _____ | <input type="checkbox"/> ENVIRONMENTAL CONSULTANT _____ |
| <input type="checkbox"/> ROOFING INSPECTION _____ | <input type="checkbox"/> STORAGE TANK REMOVAL _____ |
| <input type="checkbox"/> CONSTRUCTION MANAGEMENT _____ | <input type="checkbox"/> STORAGE TANK INSTALLATION _____ |
| <input type="checkbox"/> CPM _____ | <input type="checkbox"/> PERIMETER SECURITY FENCING _____ |
| <input type="checkbox"/> ARCHAEOLOGY _____ | <input type="checkbox"/> INDOOR AIR QUALITY TESTING _____ |
| <input type="checkbox"/> GEOLOGY _____ | <input type="checkbox"/> LANDFILL CLOSURE _____ |
| <input type="checkbox"/> VALUE ENGINEERING _____ | <input type="checkbox"/> LEAD PAINT EVALUATION _____ |
| <input type="checkbox"/> HISTORIC PRESERVATION/RESTORATION _____ | |

PREPARED BY:
Pamela Sullivan
PAMELA SULLIVAN
MANAGER, PREQUALIFICATION UNIT

APPROVED BY:
Richard S. Flodmand
RICHARD S. FLODMAND
DEPUTY DIRECTOR

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**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION**

**AGREEMENT
BETWEEN THE STATE OF NEW JERSEY AND THE
CONSULTANT**

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- A. Consultant Responsibilities
 - A.1 General
 - A.2 Design Phase
 - A.3 Construction Administration Phase
- B. Owner's Rights and Responsibilities
 - B.1 Owner's Rights
 - B.2 Owner's Responsibilities
- C. Contract Documents
- D. Professional Insurance
- E. Construction Cost
- F. Consultant Compensation
- General Conditions

In this AGREEMENT made upon notice of acceptance by the Owner of the Consultant's Proposal

BETWEEN the Owner: State of New Jersey, by and through its
Contracting Agent, the Deputy Director of the
Division of Property Management and Construction in
the Department of Treasury

and the Consultant, as noted in the Notice of Award for Project: **P1289-00**
Fire Protection and Interior Egress
Improvements
Proprietary House
Perth Amboy, Middlesex County, NJ

The Owner and the Consultant agree as set forth below:

A. CONSULTANT'S RESPONSIBILITIES

A.1 GENERAL

- A.1.1 The Consultant shall become fully familiar with the contractual obligations of all entities doing work for the project and all relevant project documentation.
- A.1.2 The Consultant shall be responsible for satisfying all of the obligations described in this AGREEMENT, even if such obligations are not addressed in the Consultant's proposal(s). This AGREEMENT establishes the minimum obligations of the Consultant which obligations may be supplemented by the Consultant in its proposal(s). If the services promised in the Consultant's proposal(s) exceed those described in the articles of this AGREEMENT, then the Consultant shall be responsible for satisfying additional obligations described in its proposal(s).
- A.1.3 The consultant shall comply with all requirements in the Procedures for Architects and Engineers, Second Edition, or subsequent editions. These requirements are in addition to those in this AGREEMENT.
- A.1.4 The Consultant services consist of those services performed by the Consultant, the Consultant's employees, the Consultant's sub-consultants and contractors. The Consultant shall utilize the key staff members identified in its Technical Proposal. The Consultant shall notify the Owner in advance of any proposed change in its key staff members identified in its proposal. The Consultant shall submit to the Owner for approval the name and qualifications of the proposed replacement with equal or superior qualifications at no additional cost to the Owner. No change shall take effect unless the Owner approves the change in writing. The Owner may also determine, in the Owner's sole discretion, to terminate the Project, and/or to terminate the Consultant AGREEMENT, and/or claim all damages against the Consultant resulting from the Project termination or from the Consultant AGREEMENT termination.
- A.1.5 All claims against the Consultant for Errors and Omissions will be pursued by the Owner to secure remuneration during the close-out phase of the project.
- A.1.6 The errors and omissions curve and the corresponding sections of the "Procedures for Architects and Engineers Manual" are eliminated. All claims for errors and omissions will be pursued by the State on an individual basis. The State will review each error or omission with the Consultant and determine the actual amount of damages, if any, resulting from each negligent act, error or omission.
- A.1.7 Any changes to this AGREEMENT must be made in writing in the form of an approved Amendment. The Amendment must be approved by the Owner's Contracting Officer.

- A.1.8 Any work performed by the Consultant that differs from this AGREEMENT, without an amendment from the Owner, is done at the Consultant's own financial risk, any additional work done on the Consultant's own initiative without an approved Amendment is done at the Consultant's own financial risk.
- A.1.9 The Consultant shall promptly notify the Owner of any changes to the scope of services which increase or decrease the Consultant services. No such change in scope shall be performed by the Consultant, without prior written approval by the Owner. Notice of request for additional compensation shall be given to the Owner within 30 working days of the event giving rise to such a request with accompanying justification for the change and a detailed breakdown of the basis for the costs.
- A.1.10 The Consultant shall maintain all documentation related to deliverables, products, transactions or services under this contract for a period of five (5) years from the date of final payment. Such records shall be made available for audit to the New Jersey Office of the State Comptroller or any other State audit agency upon reasonable demand.

A.2 DESIGN PHASE

- A.2.1 All documents including drawings and specifications, any changes, revisions or amplifications thereof, as well as all construction cost estimates, shall be subject to the written approval of the Owner before the documents are accepted. The approval of drawings by the Owner is not to be construed as authority to violate, cancel or set aside any provisions of applicable codes.
- A.2.2 Construction documents must comply with the latest adopted edition of the Uniform Construction Code in effect at the time of approval by the Owner at the FINAL REVIEW phase as defined in the scope of work.
- A.2.3 Unless otherwise provided in the AGREEMENT documents, the Consultant will be requested to secure and be reimbursed for payment of all permits and governmental fees, licenses and inspections necessary for the proper execution and completion of the work and which are legally required at the time of receipt of bids.
- A.2.4 In the event that the construction bids received are in excess of 5% of the approved Consultant's final estimate for construction of the project, and changes to drawings and/or specifications are required to meet such approved estimate, the Consultant shall redesign and/or set up sufficient approved alternate designs, plans and specifications for the project work, to secure a bid that will come within the allocation specified by the Owner without impacting the programmatic requirements of the project. Such redesign work and changes to plans, including reproduction costs for submission in order to obtain final approval and permits, shall be undertaken by the Consultant at no additional cost to the Owner.

A.3 CONSTRUCTION ADMINISTRATION PHASE

- A.3.1 If the scope of work calls for construction administration services, the following shall apply:
- A.3.2 The Consultant shall visit the site at scheduled intervals appropriate to the stage of construction of the Project to become generally familiar with the quality and progress of the construction work that has been completed and to determine, in general, if the construction work is being performed in a manner indicating that, when completed, the work will be in accordance with the contract documents. The Consultant shall not be required to make continuous and/or exhaustive on-site inspections to check the quality or the quantity of the construction work. On the basis of the on-site observations, the Consultant shall keep the Owner informed of the progress and quality of the construction work in order to endeavor to guard the Owner against defects and deficiencies in the work.

- A.3.3 At all times the Consultant shall have access to the work to determine if it is proceeding in accordance with the Contract documents. However, neither the Consultant nor its sub-consultants shall have control over or be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work; these are solely the Construction Contractor's obligations under the contracts for construction. The Consultant shall not be responsible for Construction Contractor's schedules or failure to carry out the work in accordance with the contract documents. Except as otherwise provided in this AGREEMENT, the Consultant shall not have control over or charge of acts and omissions of the contractor's, construction subcontractors, or their agents or employees, or any other persons performing the work.
- A.3.4 Based on the Consultant's observations and evaluations of the construction contractor's Applications for Payment, the Consultant shall certify the amounts due to the construction contractor's.
- The Consultant's certification of payment shall constitute a representation to the Owner, based on the Consultant's observations at the site as provided above, and the data contained in the construction contractor's Applications for Payment, that the construction contractor's work on the project has progressed to the point indicated and the quality of the construction work is generally in accordance with the contract documents. The former representations are subject to an evaluation of the construction work for conformance with the contract documents upon substantial completion, to results of subsequent tests prior to completion and specific qualifications expressed by the Consultant. The issuance of Certificate of Payment shall further constitute a representation that the construction contractor's subcontractors for the project are entitled to payment in the amount certified. Issuance of Certificates of Payments are not a representation that the Consultant has (1) made continuous and exhaustive inspections to check the quality or quantity of work, (2) reviewed the construction contractor's construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from construction contractor's subcontractors and material suppliers and other data requested by the Owner to substantiate construction contractor's right to payment or (4) ascertained how and for what purpose the construction contractor's has used money previously paid on account of contract sum. These are the construction contractor's responsibilities under the contracts for construction.
- A.3.5 Within ten (10) working days of the date that it receives a change order request from the Owner, the Consultant shall evaluate and make specific written recommendations, including verification of costs, on all contractor change orders that relate to the execution and progress of the work and on all matters or questions related thereto and, upon notification, shall attend and actively participate at administrative hearings or settlement conferences in connection with such change orders. If the nature of the work described in the change order is complex, the Owner representative may grant the Consultant additional time, if requested in writing by the Consultant, to evaluate the change order.
- A.3.6 The Consultant shall have the authority to reject construction work on the project that does not conform to the contract documents. In such cases the Consultant will advise the Owner of the rejection. Whenever the Consultant considers it necessary or advisable for implementation of the intent of the contract documents, the Consultant will have the authority to require additional inspection or testing of the work in accordance with the contract documents, whether or not such work is fabricated, installed or completed. However, neither the authority of the Consultant nor a decision made in good faith either to exercise or not to exercise such authority shall create a duty or responsibility of or by the Consultant to the construction contractor's construction subcontractors, material and equipment suppliers, their agents or employees or other persons performing portions of the construction work on the project.
- A.3.7 The Consultant shall review and approve or take other appropriate action upon the construction contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in

the contract documents. The Consultant's action shall be taken with such reasonable promptness as to cause no delay on the construction work on the project, while allowing for sufficient time in the Consultant's professional judgment for adequate review. Since it is the construction contractor's responsibility to do so under the contracts for construction, review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities or for substantiating instructions for installation and performance of equipment or systems designed by the construction contractor's. Unless otherwise provided in this AGREEMENT, these remain the responsibility of the construction contractor's to the extent required by the contract documents. The Consultant's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Consultant, of construction means, manners, methods, techniques, sequences or procedures. The consultant's approval of specific items shall not indicate approval of an assembly of which the item is component. When professional certification of performance characteristics of materials, systems or equipment is required by the contract documents, the Consultant shall be entitled to rely upon such certifications to establish that the materials, systems, or equipment will meet performance criteria required by the contract documents.

- A.3.8 The Consultant's responsibilities for Construction Administration commences with the award of the construction contract and terminates at the earlier of the issuance to the Contractor of a Final Certificate of Payment or sixty (60) working days after the date of substantial completion of the construction work.

B. OWNER'S RIGHTS AND RESPONSIBILITIES

B.1 OWNER'S RIGHTS

- B.1.1 The Owner shall have the right to perform work related to the project and to award contracts in connection with the project that are not part of the Consultant's responsibilities under the AGREEMENT. The consultant shall notify the Owner in writing if any such independent action will in any way compromise the Consultants' ability to meet their responsibilities under the AGREEMENT.
- B.1.2 The Owner reserves the right to approve the Consultant's personnel and to require a replacement satisfactory to the Owner. The Owner reserves the right to have such person replaced if, in the judgment of the Owner, any such person proves unsatisfactory. However, such replacement must fit within the rate/fee structure; in the alternative, the Owner shall have the option for a higher rate person for which the Consultant shall be compensated at the higher rate.
- B.1.3 The Owner shall have the right to effect the removal of any of the Consultant's employees at any time during the duration of the AGREEMENT if that employee is deemed not to be of the level of competence or ability required under the AGREEMENT, or said employee is for any reason found to be unsuitable for the work. In such case, the Consultant shall promptly submit the name and qualifications of a replacement for approval by the Owner.
- B.1.4 The Owner shall have the right to assign the administration of any or all contracts related to this project from the Owner to another State Agency, Authority or Commission at any time during the life of the project. In doing so, the Consultant agrees to continue to perform all contractual work under the AGREEMENT. The Consultant shall make no claim against the Owner in the event of such assignment.
- B.1.5 The Owner may make changes in the scope of services within the general scope of the AGREEMENT. The Owner may also make changes to the scope of the project which may give rise to changes in the scope of the Consultant services. In such case, the Consultant shall be entitled to an adjustment in fee and in other terms and conditions of the AGREEMENT.

B.2 OWNER'S RESPONSIBILITIES

- B.2.1 The Owner is contracting for the Consultant's services through the Contracting Officer of the Owner, the Division of Property Management and Construction (DPMC). The Contracting Officer is an officer of the State Department of the Treasury, DPMC and is responsible for the administration of the work of the DPMC. The Contracting Officer represents the Owner, either directly or through an appointed representative, in all dealings with the Consultant.
- B.2.2 The Owner shall provide information regarding the requirements of the project, including a scope of work which shall set forth the Owner's objectives, constraints and criteria, including space requirements, special equipment, systems and site requirements, budget constraints and the required date of completion.
- B.2.3 The Contracting Officer shall designate a Project Manager authorized to act on the Owner's behalf with respect to the project. The Contracting Officer's representative has only those duties which are required of an owner. The responsibility for completion of this project pursuant to the contract documents remains that of the Contractor(s). The responsibility for performance of the Consultant contractual obligations remains with the Consultant.
- B.2.4 The information required in the above paragraphs in this Article shall be furnished at the Owner's expense.

C. CONTRACT DOCUMENTS

- C.1 The following items identify the contract documents comprising the AGREEMENT.
1. AGREEMENT BETWEEN THE STATE OF NEW JERSEY AND THE CONSULTANT
 2. GENERAL CONDITIONS TO THE CONSULTANT AGREEMENT **DATED MAY 2016.**
 3. REQUEST FOR PROPOSAL **DATED SEPTEMBER 22, 2023** INCLUDING:
 - 3.1 SCOPE OF WORK
 - 3.2 CONSULTANT PROPOSAL PACKAGE
 4. PROCEDURES FOR ARCHITECTS AND ENGINEERS, CURRENT EDITION
 5. CONSULTANT'S TECHNICAL PROPOSAL
 6. CONSULTANT'S FEE PROPOSAL
 7. NOTICE OF AWARD/NOTICE TO PROCEED LETTER

D. PROFESSIONAL LIABILITY INSURANCE

- D.1 The Consultant shall maintain Professional Liability Insurance with limits required in the Consultant Proposal Package for the Project. The insurance carrier shall be registered with the N. J. Department of Insurance and licensed or authorized to conduct business in the State of New Jersey, as required by law. In the event of a loss, the Consultant shall be held responsible for payment of any deductible as though there were no deductible. Such insurance shall be maintained for a period of not less than six months following the actual completion and acceptance of the project by the Owner. Contractual Liability Insurance is not acceptable.

E. CONSTRUCTION COST

- E.1 It is understood that the limit of funds available for construction (CCE) exclusive of permits, land costs, furnishing, contingencies and professional fees will be as noted in the project scope of work.

F. CONSULTANT COMPENSATION

- F.1 The Consultant will be compensated for professional services as indicated in the Notice of Project Award in accordance with the fee proposal submitted by the Consultant and negotiated and/or accepted by the Owner. The Owner will compensate the Consultant in accordance with the following terms and conditions:
- F.1.1 The lump sum payable to the Consultant as established in their Fee Proposal shall compensate the consultant in full for all services as described in the Notice to Proceed. The Consultant shall not be entitled to compensation for any services provided prior to issuance of the project Notice to Proceed.
- F.1.2 The Consultant shall submit a payment schedule to the Owner's representative for approval prior to submittal of the Consultant first invoice. The schedule should be in detail, assigning a dollar value for each phase of work anticipated on a monthly basis throughout the entire contract.
- F.1.3 The monthly compensation to the Consultant shall be paid in accordance with the payment schedule submitted by the Consultant and approved by the Owner.
- F.1.4 Duration of services shall be as defined in the scope of work commencing on the date of the issuance of the Notice to Proceed.
- F.1.5 Services provided under this AGREEMENT shall commence on the date of the written Notice to Proceed issued by the Owner. Unless otherwise ordered by the Owner in writing, the Consultant shall initiate its contract work no later than five (5) working days after its receipt of the Notice to Proceed. A Notice to Proceed may be issued by the Owner at its convenience. Any right of the Consultant to an adjustment because of a delay in issuing a Notice to Proceed shall be determined in accordance with the GENERAL CONDITIONS TO THE CONSULTANT AGREEMENT.
- F.1.6 Should the Project duration be extended and the Owner requests continuation of services beyond the contracted duration, then the Consultant agrees to furnish services in accordance with the terms of the Consultant AGREEMENT for the additional period required for completion of the Project.
- F.1.7 The Owner shall not be liable to the Consultant for indemnification, damages, or costs of any kind sustained by the Consultant as the result of the negligence or breaches of contractual obligations committed by the Consultants Sub Consultant(s), Contractor(s) or any other third party.
- F.1.8 The Owner shall reimburse the Consultant for Owner requested continuation of services beyond the specified contract period based upon the values identified in the approved payment schedule which correspond to the activities for which the extended services are being requested.
- F.1.9 To the extent that the Consultant's services are required beyond the time identified in this AGREEMENT and/or to the extent that the Consultant is required to perform services not required under the AGREEMENT, the Consultant shall be entitled to an additional fee. However, the Consultant shall not be entitled to any additional compensation to the extent that delay in completion of the project is the result of the negligent or wrongful acts or omissions of the Consultant.

END OF AGREEMENT

**DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT & CONSTRUCTION**

REQUEST FOR PROPOSAL (DESIGN CONSULTANT SERVICES)

DPMC PROJECT NO.: P1289-00 SBE Set-Aside

Project Description: Fire Protection and Interior Egress Improvements
Proprietary House
Perth Amboy, Middlesex County, NJ

Firms: Li/Saltzman Architects, PC
Design Resources Group Architects, AIA
Thriven Design, Inc.
Sowinski Sullivan Architects, PC
Curtis + Ginsberg Architects, LLP
Historic Building Architects, LLC
CTS Group Architecture Planning, PA
Regan Young England Butera, PC
Netta Architects, LLC
Preservation Design Partnership, LLC

Second Selection Dated September 28, 2023

Firms: Clarke Caton Hintz
CTA Architects, PC
Good Clancy Architecture, LLC
GWWO, Inc.
HMR Architects, PA
Kliment Halsband Architects, LLP
Lammey & Giorgio, PA
SMP Architects, Ltd
Studio WTA, LLC
STV Architects, Inc.
USA Architects, Planners + Interior Designers

Mandatory Pre-Proposal Meeting/Site Visit: Friday, October 06, 2023 at 10:00 AM
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Proposal Due Date (Electronic Submission): Tuesday, October 24, 2023, NO LATER THAN 2:00 PM
--

This confirms that your firm was randomly selected from the list of pre-qualified firms in your discipline/specialty category and is invited to submit a proposal for this project. **Attached is the Consultant Proposal Package for this project. The Scope of Work is available on the Division's website at <https://www.nj.gov/treasury/dpmc/>**

The mandatory pre-proposal meeting/site visit is scheduled for **Friday, October 06, 2023 at 10:00 AM**. Consultants shall meet at Proprietary House Historic Site – 149 Kearny Avenue, Perth Amboy, Middlesex County, NJ 08861 (Rain or Shine.) Only those firms attending the mandatory pre-proposal meeting will be permitted to submit a proposal. For more information on the site visit or the Scope of Work, please call Sukhbir Singh, DPMC Project Design Manager at (609) 633-7998.

PROPOSAL DELIVERY (refer to Section V. Submission for further instructions):

- The proposal package submission for this project will be conducted electronically.
- Hard copies of the proposal submission will not be accepted.
- Proposals submitted after the 2:00 pm deadline will not be accepted.

Subsequent to receipt of this Consultant Proposal Package and the Scope of Work, should your firm decide not to participate, please notify William Mahan via email at [REDACTED] as soon as possible.

William Mahan

Consultant Selection Coordinator

September 22, 2023

Date

c: C. Geary Consultant Selection Committee Members

CONSULTANT PROPOSAL PACKAGE



STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION
33 WEST STATE STREET, 9TH FLOOR
P. O. BOX 034
TRENTON, NEW JERSEY 08625-0034

CONSULTANT PROPOSAL PACKAGE - INSTRUCTIONS

I. CONTENTS

This Consultant Proposal Package contains the following documents:

- (a) **Request for Proposal (Cover Letter and Instructions)**
- (b) **Key Team Member Project Experience Data Sheet**
- (c) **Project Key Personnel List**
- (d) **Sample Technical Proposal Evaluation Form**
- (e) **Professional Services Fee Proposal**
- (f) **Consultant Task/Labor/Fee Sheet**
- (g) **Sub-Consultant Task/Labor/Fee Sheet**
- (h) **Scope of Work (Available on the DPMC website at <https://www.nj.gov/treasury/dpmc/>)**
- (i) **Agreement Between the State of New Jersey and the Consultant**
- (j) **A/E General Conditions Revised May 2016**
- (k) **Addendum "A"**

II. GENERAL INFORMATION

The proposal submitted by each consultant will be in two parts:

- (a) **Technical Proposal (submitted via email. See instruction below)**
- (b) **Fee Proposal (submitted via email. See instruction below)**

The technical proposal and fee proposal must be separate attachments. You are permitted to submit the technical and fee proposals in separate email but they both must arrive by the deadline.

III. TECHNICAL PROPOSAL

The Technical Proposal package, which must be completed by the Consultant and returned, consists of the following:

- (a) **Cover letter and Firm/Project Team experience**
- (b) **Organization Chart**
- (c) **Resumes of Key Team Members**
- (d) **Key Team Members Project Experience Data Sheet (form enclosed)**
- (e) **Project Key Personnel List (form enclosed)**
- (f) **Project Approach**
- (g) **Project Schedule/Narrative**
- (h) **Certificate of Employee Information Report**
- (i) **Certification of Public Law 2005, Chapter 92**

Please ensure that all the above items are addressed in the order presented here in your technical proposal. A sample of the "Technical Evaluation Form" is included in the package for your information. Each firm's technical proposal will be evaluated on the criteria listed on this form to determine your firm's ability to successfully complete the project.

You may include any photos, graphics, etc., that relate to your firm's past experience and qualifications for this project; however, please keep your proposal as concise as possible.

Consultant/Sub-Consultant Prequalification

Consultants are randomly selected from the list of firms pre-qualified with the Division of Property Management & Construction (DPMC) in the discipline(s)/specialty category (ies) required for the successful completion of the project as described in the Scope of Work.

Consultants must have in-house capabilities or Sub-Consultants to perform all other prequalified architectural, engineering and/or specialty discipline work as described in the project Scope of Work. All Sub-Consultants must be appropriately pre-qualified with the DPMC in the specific discipline/specialty category for the work to be performed on the project. A listing of all the prequalified disciplines can be found on DPMC's website at www.state.nj.us/treasury/dpmc.

Consultants and Sub-Consultants must be pre-qualified in the required discipline/specialty category by the **due date of the project proposal**. If, upon review of the proposal, Consultants/Sub-Consultants are determined to be without the appropriate pre-qualification for a particular discipline(s), the proposal will be deemed non-responsive. Joint Venture firms must be separately prequalified in the discipline(s) required by the project scope of work with at least one of the joint venture firms have the required DPMC prequalification rating.

(a) Cover Letter and Firm Experience

Limit your description of your firm's experience to approximately five projects similar in scope, complexity, construction cost, etc. If sub-consultants are proposed for this project, include their relative experience as well.

(b) Organization Chart

The organization chart should include all of the key team members including sub-consultants (if appropriate), their titles for this project and the firms they represent. For the purpose of this contract, a "key person" is a principal, partner or officer of the firm, project executive, project manager, senior designer or other person represented in the technical proposal as having a responsible role in the successful completion of this project and generally spending 20% or more of their time on any phase of the project.

(c) Resume

Include a resume of each key team member.

(d) Key Team Member Project Experience Data Sheet (Form provided)

Complete one form for each key team member. Reproduce this form as needed. List the requested information for past projects that are similar in scope to this project.

(e) Project Key Personnel / Team Member List (Form provided)

Complete one sheet providing the information requested and continue on to another sheet only if needed. Do not prepare a separate sheet for each sub-consultant.

Based upon a 40-hour workweek, indicate generally the percentage of time each key person will spend on this project at each phase.

The wage level (1-7) you provide in the right hand column will indicate the level of personnel expertise dedicated to each project phase, thereby assisting the evaluators in their technical evaluations. **Do not include the hourly rates**; only provide the appropriate number 1 thru 7 which reflects the qualification level of the team members. (see attachment 1, "Personnel Levels")

(f) **Project Approach**
Describe your firm's approach to completing the project in accordance with the Scope of Work.

(g) **Project Schedule**
This section must include a bar chart schedule (in calendar days), indicating major project milestones and a narrative, explaining any techniques you plan to use to meet or reduce the project's proposed schedule.

(h) **Certificate of Employee Information Report**
Pursuant to N.J.A.C. 17:27-1.1 et. seq., all firms contracting with the State of New Jersey must comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27, regarding non-discrimination in employment. For your information, copies of Exhibits A and B are included in the A/E General Conditions Revised May 2016. Attached for your information is the State contract policy with respect to the Americans With Disabilities Act.

All firms contracting with the State of New Jersey must provide a copy of the firm's Certificate of Employee Information Report, issued by the NJ Division of Contract Compliance & Equal Employment Opportunity. Please attach a copy of this certificate within your technical proposal.

The application form for the Certificate of Employee Information Report is form AA302 and may be obtained from the Div. of Contract Compliance & EEO's web page which is "http://www.state.nj.us/treasury/contract_compliance/"

**NJ Department of the Treasury
Division of Contract Compliance & EEO
P. O. Box 209
Trenton, NJ 08625-0209
Phone: 609-292-5475
FAX: 609-984-4023 or 609-292-1102**

This AA302 is required of the successful proposer and prior to execution of the contract.

(i) **Certification of Public Law 2005, Chapter 92**
In accordance with Public Law 2005, Chapter 92 (N.J.S.A. 52:34-13.2 et seq., superseding Executive Order 129 (2004)) all bidders submitting a proposal shall be required to submit a Source Disclosure Certification that all services will be performed in the United States. The bidder shall disclose the location by country where services under the contract will be performed and any subcontracting of services under the contract and the location by country where any subcontracted services will be performed.

(j) **Copies of "Proof of Business Registration Certificate," issued by the NJ Division of Revenue, for your firm and any sub-consultants.**

This registration is requested as part of the Technical Proposal, but is required prior to the award of the project.

(k) **Ownership Disclosure Form**
Complete and return Ownership Disclosure Form or provide proof your firm has done so and it is not more than (6) six months old.

IV. FEE PROPOSAL

The Fee Proposal package consists of the following:

- (a) **Professional Services Fee Proposal (Cover Sheet)**
- (b) **Consultant Task/Labor Sheet**
- (c) **Sub-consultant Task/Labor Sheet (if needed)**
- (d) **Proof of Required Insurance Coverage**
- (e) **Proof of Business Registration Certificate for the Prime and Sub Consultants**
- (f) **Americans with Disabilities Act (State Contract Language)**
- (g) **MacBride Principle Compliance Certification**
- (h) **Investment Activities in Iran**
- (i) **Ownership Disclosure Form**
- (j) **Certification of Non-Involvement in Prohibited Activities in Russia or Belarus**
- (k) **Federal Certification of Non-Debarment**

(a) **Professional Services Fee Proposal (Form provided)**

This document is the cover sheet of your fee proposal. Fill in the dollar amount from your completed task/labor sheets. If you are not using any sub-consultant on this project enter "N/A" on this line. Do not leave any blanks.

REQUIRED ALLOWANCES (as referenced in the Scope of Work)

1. Plan Review and Permit Fee Allowance

The consultant will be responsible for all work requested by the Division in the "Allowance" section of the Scope of Work such as materials testing during construction, surveys, soil test borings, water flow test, electrical tests, geotechnical investigations, etc. If the dollar amount of the allowance is not provided by the Division, you must anticipate all associated costs for this work and include the amount on the line entitled "Allowance for Work Specified by the Division" on the Fee Proposal form. If no allowances are requested by the Division, this line will be marked "N/A."

You may also include an allowance for any additional investigation survey work or testing which may require the hiring of various contractors to verify "as-built" or existing conditions. If the SOW does not provide for these services but you consider them to be necessary to the success of this project, describe them in your project approach narrative and include your recommended allowance on the line entitled "Allowance Proposed by Consultant." Contractors (Tradesmen) hired by your firm to do the work directly under your supervision do not need to be pre-qualified by the Division. If you have no additional recommended allowance, enter "N/A" on this line. Do not leave any blanks.

(b) **Consultant Task/Labor Fee Sheet**
(c) **and Sub Consultant Task/Labor/Fee Sheet (Form provided)**

Your proposal is based upon a lump sum amount for all professional services indicated and includes all required site visits, office support and reproduction expenses.

It is your responsibility to ensure that your sub-consultants participate in all appropriate phases of the project. Therefore, you must anticipate the amount of hours required by your sub-consultants for each project phase (including attendance at the various design and construction job meetings, site visits, close out activities, etc.). These hours of effort must be determined by you from the Project's Scope of Work and must be included on the "Consultant Task/Labor/Fee Sheet" for each sub-consultant identified. The hours of effort for each project phase or task by discipline submitted on the Task/Labor Tally Sheet will be used by the Selection Committee in their evaluation of your fee proposal.

During the project, the only tasks that will be monitored for actual hours spent on this project and subject to audit are those tasks or deliverables that are clearly delineated in the SOW, such as attendance at a specific number of meetings, site visits or the submission of the proper number of contract documents specified.

Include the reproduction costs by phase on this form. These costs are included in your lump sum fee and therefore will not be treated as a reimbursable expense.

If you are not using sub-consultants on the project, do not submit the Sub-Consultant form.

(d) **Proof of Required Insurance Coverage**

Your firm is required to secure and maintain in force insurance coverage for: Comprehensive General Liability, Comprehensive Automobile Liability (if applicable), Workers Compensation, and Professional Liability. Proof of this coverage must be submitted with your fee proposal. See the attached "Insurance Requirements" excerpt from the "General Conditions to the Consultant Agreement."

Check the lower left hand corner of the "Professional Services Fee Proposal Form" for the required Professional Liability insurance limits for this contract to make certain that your policy meets the limits.

(e) **Business Registration Certificate**

Copies of "Proof of Business Registration Certificate", issued by the NJ Division of Revenue for your firm and any sub-consultants. This should be included with your technical proposal, but, if not, must be provided prior to contract award.

(f) **Americans with Disabilities Act** (State contract language)

(g) **MacBride Principles Certificate**

Complete form, sign and date. This form should be included with your proposal, but, if not, must be provided prior to contract award.

(h)

Investment Activities in Iran

The Investment Activities in Iran form should be included with your proposal, but, if not, must be provided prior to contract award.

(i)

Ownership Disclosure Form

Complete and return Ownership Disclosure Form or provide proof your firm has done so and it is not more than (6) six months old. This form or proof should be included with your proposal, but, if not, must be provided prior to contract award.

V. **SUBMISSION**

PROPOSAL DELIVERY INSTRUCTIONS:

- **THE PROPOSAL PACKAGE SUBMISSION FOR THIS PROJECT WILL BE CONDUCTED ELECTRONICALLY.** Proposals shall be submitted electronically (via email), to the following email addresses:
[REDACTED]
- The proposal package email must include two attachments. The first attachment will be your technical proposal and the second attachment will be the fee proposal. **DO NOT SUBMIT THE FEE AND TECHNICAL PROPOSAL AS ONE FILE.** Only PDF's will be accepted and the file size cannot exceed 20 mb. If there are any questions regarding the submission of the proposals you may email your question to [REDACTED] and [REDACTED]
- **HARD COPIES OF THE PROPOSAL SUBMISSION WILL NOT BE ACCEPTED**
- **DO NOT INCLUDE THE SELECTION COMMITTEE ON THE EMAIL.**

DO NOT INCLUDE ANY FEE INFORMATION IN YOUR TECHNICAL PROPOSAL. ONLY INCLUDE THE HOURLY WAGE LEVELS ON THE "PROJECT KEY PERSONNEL LIST" IN YOUR TECHNICAL PROPOSAL. INCLUSION OF FEE INFORMATION WITHIN THE TECHNICAL PROPOSAL MAY RESULT IN THE REJECTION OF THE CONSULTANT'S ENTIRE SUBMISSION.

VI. EVALUATION, NEGOTIATION AND AWARD

Subsequent to the evaluation and ranking of the technical proposals by the Selection Committee, the fee proposals will be opened and negotiations, if necessary, will begin with the technically ranked number one firm. Once the final fee proposal for this project is accepted, the DPMC Contracting Officer will award the contract to the single firm considered to offer the best value to the State.

Upon award, the successful firm will receive a "Notice of Award/Notice to Proceed" letter from the DPMC Assistant Deputy Director and the unsuccessful firms will receive letters informing them of the award.

VII. REVISIONS/CHANGES

Your firm will be notified of any revisions, changes or additions to this Request for Proposal, Consultant Proposal Package and/or project Scope of Work prior to the due date for the Technical and Fee Proposals by Addendum.

ATTACHMENT 1
PERSONNEL LEVELS

LEVEL 7

Title: **Principal, partner or officer of the firm**
Duties: Overall responsibility for the legal, technical and financial obligation of the firm.
Qualifications: Current License in applicable discipline, if required by law.
Experience: N/A

LEVEL 6

Title: **Project Executive**
Duties: Under direct leadership of principal, controls project scheduling and management.
Qualifications: Current license in applicable discipline, if required by law.
Experience: N/A

LEVEL 5

Title: **Project Manager**
Duties: Under direction of Project Executive, directs day-to-day operations of the project, scheduling deadlines, group work activities, etc.
Qualifications: BA, BS degree or equivalent experience.
Experience: Minimum 7 years.

LEVEL 4

Title: **Senior Designer; Senior Engineer**
Duties: Under supervision of Project Manager, reviews project elements to conform to project requirements, directs designer and others on projects.
Qualifications: BA, BS degree or equivalent experience.
Experience: Minimum 5 years

LEVEL 3

Title: **Designer; Abatement Service Technician**
Duties: Under supervision of Designer or Engineer takes designed systems and layout data and sketches and translates into usable information on construction documents or feasibility studies.
Qualifications: BA, BS degree or equivalent experience; AST certification, if required.
Experience: Minimum 3 years

LEVEL 2

Title: **Designer/Draftsperson**
Duties: Takes simple systems and layout data and sketches and translates into usable information; performs drafting as required for construction documents, etc.
Qualifications: High School Graduate, Technical School, or equivalent, with courses in discipline.
Experience: Minimum 3 years direct work experience within discipline.

LEVEL 1

Title: **Draftsperson**
Duties: Performs all entry level tasks: Assembles tracings for review, printing; keeps logs of tracings, shop drawings; performs tracing and drafting chores, etc.
Qualifications: High School Graduate, Technical School or equivalent with courses in discipline.
Experience: N/A

Routine Contract Technical Proposal Evaluation

PROJECT: Fire Protection and Interior Egress Improvements –
Proprietary House – Perth Amboy, Middlesex County, NJ

DPMC NUMBER: P1289-00

FIRM: _____

RETURN BY: _____

CRITERIA <i>Provide comments in each criteria area to justify point score</i>	MAX. POINTS	POINTS
<i>FIRM / TEAM ORGANIZATION / SUB-CONSULTANTS</i>	30	
<i>FIRM / PROJECT TEAM EXPERIENCE ON SIMILAR PROJECTS</i>	30	
<i>PROJECT APPROACH</i>	30	
<i>PROJECT SCHEDULE</i>	10	
FINAL SCORE		

1
2
3

 EVALUATOR

DATE

RECEIVED & RECORDED BY

DATE

MAC BRIDE PRINCIPLES COMPLIANCE CERTIFICATION

Pursuant to Public Law 1995, c.134, a responsible consultant selected, after public bidding, by the Director of the Division of Property Management and Construction, pursuant to N.J.S.A. 52:32-2, must complete the certification below by checking one of the two representations listed and signing where indicated. If a consultant who would otherwise be awarded a contract or agreement does not complete the certification, then the Director may determine, in accordance with applicable law and rules, that it is in the best interest of the State to award the contract or agreement to another consultant who has completed the certification and has submitted a fee proposal within five (5) percent of the most advantageous fee proposal. If the Director finds the consultant to be in violation of the principles which are the subject of this law, he shall take such action as may be appropriate and provided for by law, rule or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the consultant in default and seeking debarment or suspension of the consultant.

I certify, pursuant to N.J.S.A. 52:34-12.2, that the entity for which I am authorized to bid:

_____ has no ongoing business activities in Northern Ireland and does not maintain a physical presence therein through the operation of offices, plants, factories, or similar facilities, either directly or indirectly, through intermediaries, subsidiaries or affiliated companies over which it maintains effective control; or

_____ will take lawful steps in good faith to conduct any business operations it has in Northern Ireland in accordance with the MacBride principles of nondiscrimination in employment as set forth in N.J.S.A. 52:18A-89.5 and in conformance with the United Kingdom's Fair Employment (Northern Ireland) Act of 1989, and permit independent monitoring of their compliance with those principles.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Signature of Consultant

Dated:

AMERICANS WITH DISABILITIES ACT

State Contract Language

Equal Opportunity for Individuals with Disabilities

The CONTRACTORS and the STATE do hereby agree that the provision of Title II of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101 et, seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereunto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the STATE pursuant to this contract, the CONTRACTOR agrees that the performance shall be in strict compliance with the Act. In the event that the CONTRACTOR, its agents, servants, employees or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the CONTRACTOR shall defend the STATE in any action or administrative proceeding commenced pursuant to this Act. The CONTRACTOR shall indemnify, protect, and save harmless the STATE, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The CONTRACTOR shall, at its own expense, appear, defend and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the STATE's grievance procedure, the CONTRACTOR agrees to abide by any decision of the STATE which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the STATE, or if the STATE incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the CONTRACTOR shall satisfy and discharge the same at its own expense.

The STATE shall, as soon as practicable after a claim has been made against it, give written notice thereof to the CONTRACTOR along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the STATE or any of its agents, servants, and employees, the STATE shall expeditiously forward or have forwarded to the CONTRACTOR every demand, complaint, notice, summons, pleading, or other process received by the STATE of its representatives.

It is expressly agreed and understood that any approval by the STATE of the services provided by the CONTRACTOR pursuant to this contract will not relieve the CONTRACTOR of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the STATE pursuant to this paragraph.

It is further agreed and understood that the STATE assumes no obligation to indemnify or save harmless the CONTRACTOR, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the CONTRACTOR expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the CONTRACTOR's obligations assumed in this Agreement, nor shall they be construed to relieve the CONTRACTOR from any liability, nor preclude the STATE from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Public Law 2005, Chapter 92

Formerly: Executive Order 129

SOURCE DISCLOSURE CERTIFICATION FORM

Bidder: _____

I hereby certify and say:

I have personal knowledge of the facts set forth herein and am authorized to make this Certification on behalf of the Bidder.

The Bidder submits this Certification as part of a bid proposal in response to the referenced solicitation issued by the State of New Jersey, Department of Treasury, Division of Property Management and Construction (DPMC), in accordance with the requirements of Public Law 2005, Chapter 92, (N.J.S.A. 52:34-13.2 et seq., superseding Executive Order 129 (2004)).

The following is a list of every location where services will be performed by the bidder and all subcontractors.

<u>Bidder or Subcontractor</u>	<u>Description of Services</u>	<u>Performance Location(s) by Country</u>
--------------------------------	--------------------------------	---

Any changes to the information set forth in this Certification during the term of any contract awarded under the referenced Project Number will be immediately reported by the Bidder to the Contract Compliance Unit in the DPMC, Department of Treasury, State of New Jersey, PO Box 034, Trenton, NJ 08625.

I understand that, after award of a contract to the Bidder, it is determined that the Bidder has shifted services declared above to be provided within the United States to sources outside the United States, prior to a written determination by the Director, Division of Property Management and Construction, that extraordinary circumstances require the shift of services or that the failure to shift the services would result in economic hardship to the State of New Jersey, the Bidder shall be deemed in breach of contract, which contract will be subject to termination for cause under its contract with DPMC.

I further understand that this Certification is submitted on behalf of the Bidder in order to induce DPMC to accept a bid proposal, with knowledge that the State of New Jersey and DPMC are relying upon the truth of the statements contained herein.

I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Bidder: _____
[Name of Organization or Entity]

By: _____

Title: _____

Print Name: _____

Date: _____

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION # AND TITLE: _____

BIDDER NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract with the State of New Jersey must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury’s Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. If the Director of the Division of Property Management and Construction finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to; imposing sanctions, seeking compliance, recovering damages, declaring the party in default and/or seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury’s Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

I am unable to certify as above because the Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury’s Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities _____

Relationship to Bidder _____

Description of Activities _____

Duration of Engagement _____

Anticipated Cessation Date _____

Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title



OWNERSHIP DISCLOSURE FORM
 STATE OF NEW JERSEY
 DEPARTMENT OF THE TREASURY - DIVISION OF PROPERTY MANAGEMENT &
 CONSTRUCTION
 33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

VENDOR NAME:

PURSUANT TO N.J.S.A. 52:25-24.2, ALL PARTIES ENTERING INTO A CONTRACT WITH THE STATE ARE REQUIRED TO PROVIDE A STATEMENT OF OWNERSHIP.

Please answer all questions and complete the information requested.

- | | | |
|--|--------------------------|--------------------------|
| | YES | NO |
| 1. The vendor is a Non-Profit Entity ; and therefore, no disclosure is necessary. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The vendor is a Sole Proprietor ; and therefore, no other disclosure is necessary.
A Sole Proprietor is a person who owns an unincorporated business by himself or her-self.
A limited liability company with a single member is not a Sole Proprietor. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The vendor is a corporation, partnership, or limited liability company with individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest; and therefore, disclosure is necessary. | <input type="checkbox"/> | <input type="checkbox"/> |

If you answered **YES** to Question 3, you must disclose the information requested in the space below.*

- (a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class;
- (b) all individual partners in the partnership who own a 10% or greater interest therein; or,
- (c) all members in the limited liability company who own a 10% or greater interest therein.

	YES	NO
NAME _____	NAME _____	
ADDRESS _____	ADDRESS _____	
ADDRESS _____	ADDRESS _____	
CITY _____ STATE _____ ZIP _____	CITY _____ STATE _____ ZIP _____	

NAME _____	NAME _____
ADDRESS _____	ADDRESS _____
ADDRESS _____	ADDRESS _____
CITY _____ STATE _____ ZIP _____	CITY _____ STATE _____ ZIP _____

- | | | |
|---|--------------------------|--------------------------|
| 4. For each of the corporations, partnerships, or limited liability companies identified in response to Question #3 above, are there any individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest of those listed business entities? | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|

If you answered **YES** to Question 4, you must disclose the information requested in the space below.*

- (a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class;
- (b) all individual partners in the partnership who own a 10% or greater interest therein; or,
- (c) all members in the limited liability company who own a 10% or greater interest therein. The disclosure(s) shall be continued until the names and addresses of every non-corporate stockholder, individual partner, and/or member a 10% or greater interest has been identified.

NAME _____	ADDRESS _____	ADDRESS _____	CITY _____ STATE _____ ZIP _____
------------	---------------	---------------	----------------------------------

NAME _____	ADDRESS _____	ADDRESS _____	CITY _____ STATE _____ ZIP _____
------------	---------------	---------------	----------------------------------

NAME _____	ADDRESS _____	ADDRESS _____	CITY _____ STATE _____ ZIP _____
------------	---------------	---------------	----------------------------------

NAME _____	ADDRESS _____	ADDRESS _____	CITY _____ STATE _____ ZIP _____
------------	---------------	---------------	----------------------------------

5. As an alternative to completing this form, a Vendor with any direct or indirect parent entity which is publicly traded, may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10% or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10% or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10% or greater beneficial interest.*

Attach additional sheets if necessary)



NEW JERSEY DEPARTMENT OF THE TREASURY DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

CERTIFICATION OF NON-DEBARMENT FORM

DPMC Contract No: _____ Contract

Name: _____

Contractor Name: _____

Contractor Address: _____

CERTIFICATION

Pursuant to N.J.S.A. 52:32-44.1, I, the undersigned, being duly authorized to complete this certification on behalf of the above-named Contractor, do hereby certify and attest, under the pains and penalties of perjury, that:

- The Contractor is not debarred at the federal level from contracting with the federal government;
- None of the parent entities, subsidiaries, related entities or affiliates of the Contractor are debarred at the federal level from contracting with the federal government;
- I am authorized to execute this certification on behalf of the Contractor;
- I acknowledge that the State of New Jersey is relying on the information contained herein;
- I acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contract(s) with DPMC to notify DPMC in writing of any changes to the information contained herein; and
- I acknowledge that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution, and such misrepresentation may be considered fraudulent, and/or a material breach of the Contractor's contract(s) with the State of New Jersey.

If DPMC finds a person or entity to be in violation of the law, it shall take action as may be appropriate and permitted by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and/or seeking debarment or suspension of the party.

Signature: _____ Print Name: _____ Title: _____

Date: _____

SCOPE OF WORK

Fire Protection and Interior Egress Improvements

Proprietary House
Perth Amboy, Middlesex, NJ

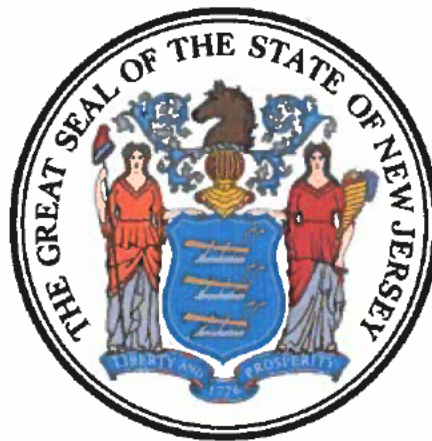
Project No. P1289-00

STATE OF NEW JERSEY

Honorable Philip D. Murphy, Governor
Honorable Sheila Y. Oliver, Lt. Governor

DEPARTMENT OF THE TREASURY

Elizabeth Maher Muoio, Treasurer



DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

Christopher Chianese, Director

Date: May 19, 2023

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PROJECT NAME: Fire Protection and Interior Egress Improvements
PROJECT LOCATION: Proprietary House, Perth Amboy
PROJECT NO: P1289-00
DATE: May 19, 2023

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I. OBJECTIVE

The objective of this project is to abate fire violations and improve the interior egress throughout the historic Proprietary House located in Perth Amboy, New Jersey.

II. CONSULTANT QUALIFICATIONS

A. CONSULTANT & SUB-CONSULTANT PRE-QUALIFICATIONS

The Consultant shall be a firm pre-qualified with the Division of Property Management & Construction (DPMC) in the following discipline(s):

- **P034 Historical Preservation/Restoration**

The Consultant shall also have in-house capabilities or Sub-Consultants pre-qualified with DPMC in:

- **P002 Electrical Engineering**
- **P010 Fire Protection Engineering**
- **P025 Estimating/Cost Analysis**

As well as, **any and all** other Architectural, Engineering and Specialty Disciplines necessary to complete the project as described in this Scope of Work (SOW).

III. PROJECT BUDGET

A. CONSTRUCTION COST ESTIMATE (CCE)

The initial Construction Cost Estimate (CCE) for this project is \$3,013,452.

The Consultant shall review this Scope of Work and provide a narrative evaluation and analysis of the accuracy of the proposed project CCE in its technical proposal based on its professional experience and opinion.

B. CURRENT WORKING ESTIMATE (CWE)

The Current Working Estimate (CWE) for this project is \$3,905,470.

The CWE includes the construction cost estimate and all consulting, permitting and administrative fees.

The CWE is the client agency's financial budget based on this project Scope of Work and shall not be exceeded during the design and construction phases of the project unless DPMC approves the change in Scope of Work through a Contract amendment.

C. CONSULTANT'S FEES

The CCE for this project *shall not* be used as a basis for the Consultant's design and construction administration fees. The Consultant's fees shall be based on the information contained in this Scope of Work document and the observations made and/or the additional information received during the pre-proposal meeting.

IV. PROJECT SCHEDULE

A. SCOPE OF WORK DESIGN & CONSTRUCTION SCHEDULE

The following schedule identifies the estimated design and construction phases for this project and the estimated durations.

PROJECT PHASE	ESTIMATED DURATION (Calendar Days)
1. Site Access Approvals & Schedule Design Kick-off Meeting	14
2. Schematic Design Phase	42
• <i>Project Team & DPMC Plan/Code Unit Review & Comment</i>	14
3. Design Development Phase	42
• <i>Project Team & DPMC Plan/Code Unit Review & Comment</i>	14
4. Final Design Phase	42
• <i>Project Team & DPMC Plan/Code Unit Review & Approval</i>	14
5. Final Design Re-Submission to Address Comments	7
• <i>Project Team & DPMC Plan/Code Unit Review & Approval</i>	14
6. DCA Submission Plan Review	30
7. Permit Application Phase	7
• <i>Issue Plan Release</i>	
8. Bid Phase	42

9. Award Phase	28
10. Construction Phase	150
11. Project Close Out Phase	30

B. CONSULTANT’S PROPOSED DESIGN & CONSTRUCTION SCHEDULE

The Consultant shall submit a project design and construction schedule with its technical proposal that is similar in format and detail to the schedule depicted in **Exhibit ‘A’**. The schedule developed by the Consultant shall reflect its recommended project phases, phase activities, activity durations.

A written narrative shall also be included with the technical proposal explaining the schedule submitted and the reasons why and how it can be completed in the time frame proposed by the Consultant.

This schedule and narrative will be reviewed by the Consultant Selection Committee as part of the evaluation process and will be assigned a score commensurate with clarity and comprehensiveness of the submission.

V. PROJECT SITE LOCATION & TEAM MEMBERS

A. PROJECT SITE ADDRESS

The location of the project site is:

Proprietary House Historic Site
149 Kearny Ave.
Perth Amboy NJ 08861

See **Exhibit ‘B’** for the project site location map.

B. PROJECT TEAM MEMBER DIRECTORY

The following are the names, addresses, and phone numbers of the Project Team members.

1. DPMC Representative:

Name: [REDACTED]
Address: Division of Property Management & Construction
20 West State Street, 3rd Floor
Trenton, NJ 08608-1206
Phone No: [REDACTED]
E-Mail: [REDACTED]

2. Department of Environmental Protection Representative:

Name: [REDACTED]
Address: Office of Resource Development
275 Freehold Englishtown Rd.
Freehold NJ 07726
Phone No: [REDACTED]
E-Mail: [REDACTED]

VI. PROJECT DEFINITION

A. BACKGROUND

Completed in 1764, Proprietary House has served as a residence to New Jersey’s last Royal Governor. Its 250-year history is filled with political intrigue, divided loyalties, and family tragedy. Over the years, the Proprietary House has also served as a stylish hotel, a private mansion, a retirement home, a boarding house and now as office space and a museum.

Yet one of its most telling periods is when it served as the residence of New Jersey’s Royal Governor William Franklin, illegitimate son of Benjamin Franklin. As Governor, he ran lotteries to fund roads and bridges, introduced an assistance program for farmers and helped found Queens College, now Rutgers University. His loyalist leanings caused a rift between him and his father that was never reconciled.

Proprietary House is owned by the State of New Jersey and the museum is operated by the non-profit Proprietary House Association. For more details visit TheProprietaryHouse.org

B. FUNCTIONAL DESCRIPTION OF THE BUILDING

The Proprietary House is a four-story whitewashed brick structure. Construction of the building dated back to 1762-1764. The building is maintained by State Parks Forests and Historic Sites with the basement and first floor leased to the Proprietary House Association. The Association runs tours of the museum and has been working on restoring the building. Currently the Association is working on restoring the ball room. In 2001, the Association completed an exterior restoration under project P0941-00. Drawings will be provided. The remaining rooms in the building have been leased for office space. Currently the office space is vacant.

In 2021, the State procured the services of Ronald A. Sebring Associates, LLC to perform an abatement study. The study report is shown in **Exhibit 'C'**. The study notes fire code violations and provides recommendations for repair and can be used as guidance to complete this project. The Consultant shall review the abatement study to be sure it is current with today's codes and standards.

In addition to a fire protection standpipe system that covers all floors, the building has a sprinkler system that was installed in 1990 that provides full sprinkler coverage in the South Wing and partial coverage in the North Wing. Within the North Wing, the basement is not sprinklered with the exception of one sprinkler head in the Utility Room. On the First Floor North Wing, two display rooms and the center hallway are sprinklered. The Second and Third Floor are fully sprinklered. The Fourth Floor has sprinkler coverage in finished areas but lacks coverage in unfinished crawlspaces on the East and West sides of the building. Extending the sprinkler system to remaining portions of the North Wing may mitigate or address other violations. Coordination with the State Historic Preservation Office will be needed to determine allowable construction.

VII. CONSULTANT DESIGN RESPONSIBILITIES

A. DESIGN REQUIREMENTS

1. General:

The Consultant shall review the Abatement Study by Ronald A. Sebring Associates, LLC in **Exhibit 'C'** and provide design, specification, construction administration, permitting and bid/award services to abate the most recent fire code violations at the Proprietary House. There will need to be improvements to the elevator and the egress of the building. The most recent fire violations are included in **Exhibit 'D'**. Park maintenance has been working to abate some of the violations. The violations highlighted in yellow have been abated. Verify the violations have been abated and, if additional work is needed, include in the design. All repairs must meet the Secretary of Interior's Standards for Rehabilitation located at

<https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm> and will need the approval of the State Historic Preservation Office.

The Department of Environmental Protection owns the property, and the property is managed and maintained by the State Parks Forests and Historic Sites. DCA Fire Safety has identified several violations to their fire codes that need to be abated. The Consultant shall review all violations and develop a plan to abate them. Violations include but are not limited to multiple egress doors, correct fire rated doors, partial sprinkler system, and vertical openings to name a few.

The intent of this project is to improve the interior egress of the building. Interior hallways, office entrance and exit doors, and exit paths will have to be reviewed for code compliance. All interior lighting within the egress plan of the building will need to be evaluated. The elevator will need to be reviewed for code compliance. A detailed plan to address any deficiencies will need to be developed.

2. Hydrant Tests:

If more than five new sprinkler heads are added, the Consultant and/or a pre-qualified Testing Lab shall conduct field tests of the nearest fire hydrants and determine the static and residual pressures and flow rates of water being supplied to the buildings. Schedule the fire hydrant testing such that representatives of the Client Agency, DPMC Code Plan Review Unit, the local fire department, the local municipal water company and the DCA code inspector may witness the test. All costs associated with the hydrant tests shall be estimated by the Consultant and the amount included in the base bid of their fee proposal.

The hydrant test results shall be used as the basis for hydraulic calculations to verify that there is adequate water pressure volume and flow.. Signed and sealed calculations must be submitted to the DPMC Plan & Code Review Unit for record, review and approval.

3. State Historic Preservation Office Approval:

All repairs must meet the Secretary of Interior's Standards for Rehabilitation and will need the approval of the State Historic Preservation Office. Consultant shall complete an "Application for Project Authorization Under the New Jersey Register of Historic Places Act" and submit it to the State Historic Preservation Office for review and approval prior to securing the required UCC permits.

The "Application for Project Authorization Under the New Jersey Register of Historic Places Act" can be found at: http://www.nj.gov/dep/hpo/2protection/sr_revapp_min.pdf

B. EXISTING DOCUMENTATION

Copies of the following documents will be provided to each Consulting firm at the pre-proposal meeting to assist in the bidding process.

- DPMC Project P0941-00: **Exterior Repairs Proprietary House**, 9/01/01, Ronald A. Sebring Associates, LLC
- Historic American Buildings Survey (HABS), The Governor's House, Works Progress Administration

Review these documents and any additional information that may be provided at a later date such as reports, studies, surveys, equipment manuals, as-built drawings, etc. The State does not attest to the accuracy of the information provided and accepts no responsibility for the consequences of errors by the use of any information and material contained in the documentation provided. It shall be the responsibility of the Consultant to verify the contents and assume full responsibility for any determination or conclusion drawn from the material used. If the information provided is insufficient, the Consultant shall take the appropriate actions necessary to obtain the additional information required.

All original documentation shall be returned to the provider at the completion of the project.

VIII. PERMITS & APPROVALS

A. NJ UNIFORM CONSTRUCTION CODE PLAN REVIEW AND PERMIT

The project construction documents must comply with the latest adopted edition of the NJ Uniform Construction Code (NJUCC).

The latest NJUCC Adopted Codes and Standards can be found at:

<http://www.state.nj.us/dca/divisions/codes/codreg/>

1. NJ Uniform Construction Code (NJUCC) Plan Review:

Consultant shall estimate the cost of the NJUCC Plan Review by DCA and include that amount in their fee proposal line item entitled "**Plan Review and Permit Fee Allowance**", refer to paragraph X.A.

Upon approval of the Final Design Phase Submission by DPMC, the Consultant shall submit the construction documents to the Department of Community Affairs (DCA), Bureau of Construction Project Review to secure a complete plan release.

As of July 25, 2022, the Department of Community Affairs (DCA) is only accepting digital signatures and seals issued from a third party certificate authority. The DCA ePlans site can be found at:

PROJECT NAME: Fire Protection and Interior Egress Improvements
PROJECT LOCATION: Proprietary House, Perth Amboy
PROJECT NO: P1289-00
DATE: May 19, 2023

<https://www.nj.gov/dca/divisions/codes/offices/ePlans.html>

Procedures for submission to the DCA Plan Review Unit can be found at:

https://www.state.nj.us/dca/divisions/codes/forms/pdf_bcpr/pr_app_guide.pdf

Consultant shall complete the "Project Review Application" and include the following on Block 5 as the "Owner's Designated Agent Name":

[REDACTED]
PO Box 235
Trenton, NJ 08625-0235
[REDACTED]

The Consultant shall complete the NJUCC "Plan Review Fee Schedule", determine the fee due and pay the NJUCC Plan Review fees, refer to Paragraph X.A.
The NJUCC "Plan Review Fee Schedule" can be found at:

http://www.state.nj.us/dca/divisions/codes/forms/pdf_bcpr/pr_fees.pdf

2. NJ Uniform Construction Code Permit:

Upon receipt of a complete plan release from the DCA Bureau of Construction Project Review, the Consultant shall complete the NJUCC permit application and all applicable technical sub-code sections. The "Agent Section" of the application and certification section of the building sub-code section shall be signed. These documents, with **six (6) sets of DCA approved, signed and sealed construction documents** shall be forwarded to the DPMC Project Manager.

The Consultant may obtain copies of all NJUCC permit applications at the following website:

<http://www.state.nj.us/dca/divisions/codes/forms/>

All other required project permits shall be obtained and paid for by the Consultant in accordance with the procedures described in Paragraph VIII.B.

3. Prior Approval Certification Letters:

The issuance of a construction permit for this project may be contingent upon acquiring various "prior approvals" as defined by N.J.A.C. 5:23-1.4. It is the Consultant's responsibility to determine which prior approvals, if any, are required. The Consultant shall submit a general certification letter to the DPMC Plan & Code Review Unit Manager during the Permit Phase of this project that certifies all required prior approvals have been obtained.

In addition to the general certification letter discussed above, the following specific prior approval certification letters, where applicable, shall be submitted by the Consultant to the DPMC Plan & Code Review Unit Manager: Soil Erosion & Sediment Control, Water & Sewer Treatment Works Approval, Coastal Areas Facilities Review, Compliance of Underground Storage Tank Systems with N.J.A.C. 7:14B, Pinelands Commission, Highlands Council, Well Construction and Maintenance; Sealing of Abandoned Wells with N.J.A.C. 7:9D, Certification that all utilities have been disconnected from structures to be demolished, Board of Health Approval for Potable Water Wells, Health Department Approval for Septic Systems. It shall be noted that in accordance with N.J.A.C. 5:23-2.15(a)5, a permit cannot be issued until the letter(s) of certification is received.

4. Multi-building or Multi-site Permits:

A project that involves many buildings and/or sites requires that a separate permit shall be issued for each building or site. The Consultant must determine the CCE for *each* building and/or site location and submit that amount where indicated on the permit application.

5. Special Inspections:

In accordance with the requirements of the New Jersey Uniform Construction Code N.J.A.C. 5:23-2.20(b), Bulletin 03-5 and Chapter 17 of the International Building Code, the Consultant shall be responsible for the coordination of all special inspections during the construction phase of the project.

Bulletin 03-5 can be found at:

http://www.state.nj.us/dca/divisions/codes/publications/pdf_bulletins/b_03_5.pdf

a. Definition:

Special inspections are defined as an independent verification by a certified special inspector for **Class I buildings and smoke control systems in any class building**. The special inspector is to be independent from the Contractor and responsible to the Consultant so that there is no possible conflict of interest.

Special inspectors shall be certified in accordance with the requirements in the New Jersey Uniform Construction Code.

b. Responsibilities:

The Consultant shall submit with the permit application, a list of special inspections and the agencies or special inspectors that will be responsible to carry out the inspections required for the project. The list shall be a separate document, on letter head, signed and sealed.

B. OTHER REGULATORY AGENCY PERMITS, CERTIFICATES AND APPROVALS

The Consultant shall identify and obtain all other State Regulatory Agency permits, certificates, and approvals that will govern and affect the work described in this Scope of Work. An itemized list of these permits, certificates, and approvals shall be included with the Consultant's technical proposal and the total amount of the application fees should be entered in the Fee Proposal line item entitled, "**Permit Fee Allowance.**"

The Consultant may refer to the Division of Property Management and Construction "Procedures for Architects and Engineers Manual", Paragraph "**9. REGULATORY AGENCY APPROVALS**" which presents a compendium of State permits, certificates, and approvals that may be required for this project.

The Consultant shall determine the appropriate phase of the project to submit the permit application(s) in order to meet the approved project milestone dates.

Where reference to an established industry standard is made, it shall be understood to mean the most recent edition of the standard unless otherwise noted. If an industry standard is found to be revoked, or should the standard have undergone substantial change or revision from the time that the Scope of Work was developed, the Consultant shall comply with the most recent edition of the standard.

IX. ENERGY INCENTIVE PROGRAM

The Consultant shall review the programs available on the "New Jersey's Clean Energy Program" website at: <http://www.njcleanenergy.com> as well as New Jersey electric and gas utility websites to determine if any proposed upgrades to the mechanical and/or electrical equipment and systems for this project qualify for "New Jersey Clean Energy Program" or utility approved rebates and incentives.

Consultant shall identify all rebates and incentives in their technical proposal.

The Consultant shall be responsible to complete the appropriate registration forms and applications, provide any applicable worksheets, manufacturer's specification sheets, calculations, attend meetings, and participate in all activities with designated representatives of the programs and utility companies to obtain the entitled financial incentives and rebates for this project.

All costs associated with this work shall be estimated by the Consultant and the amount included in the base bid of its fee proposal.

X. ALLOWANCES

A. PLAN REVIEW AND PERMIT FEE ALLOWANCE

The Consultant shall obtain and pay for all of the project permits in accordance with the guidelines identified below.

1. Permits:

The Consultant shall determine the various permits, certificates, and approvals required to complete this project.

2. Permit Costs:

The Consultant shall estimate the application fee costs for all of the required project permits, certificates, and approvals (excluding the NJ Uniform Construction Code permit) and include that amount in its fee proposal line item entitled “**Plan Review and Permit Fee Allowance**”, refer to Paragraph X.A. A breakdown of each permit and application fee shall be attached to the fee proposal for reference.

NOTE: The NJ Uniform Construction Code permit is excluded since it will be paid for by the State.

3. Applications:

The Consultant shall complete and submit all permit applications to the appropriate permitting authorities and the costs shall be paid from the Consultant’s permit fee allowance. A copy of the application(s) and the original permit(s) obtained by the Consultant shall be given to the DPMC Project Manager for distribution during construction.

4. Consultant Fee:

The Consultant shall determine what is required to complete and submit the permit applications, obtain supporting documentation, attend meetings, etc., and include the total cost in the base bid of its fee proposal under the “Permit Phase” column.

Any funds remaining in the permit allowance will be returned to the State at the close of the project.

PROJECT NAME: Fire Protection and Interior Egress Improvements
PROJECT LOCATION: Proprietary House, Perth Amboy
PROJECT NO: P1289-00
DATE: May 19, 2023

XI. SOW SIGNATURE APPROVAL SHEET

This Scope of Work shall not be considered a valid document unless all signatures appear in each designated area below.

The Client Agency approval signature on this page indicates that they have reviewed the design criteria and construction schedule described in this project Scope of Work (including the subsequent contract deliverables and exhibits and verifies that the work will not conflict with the existing or future construction activities of other projects at the site.

SOW APPROVED BY: James Wright 5/19/2023
JAMES WRIGHT, MANAGER DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: Larry Tutela 5/19/23
LARRY TUTELA, PROJECT MANAGER DATE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

SOW APPROVED BY: sukhbir singh 5/24/23
SUKHBIR SINGH, PROJECT MANAGER DATE
DPMC PROJECT MANAGEMENT GROUP

SOW APPROVED BY: Richard Flodmand 5/26/23
RICHARD FLODMAND, DEPUTY DIRECTOR DATE
DIV PROPERTY MGT & CONSTRUCTION

XII. CONTRACT DELIVERABLES

The following are checklists listing the Contract Deliverables that are required at the completion of each phase of this project. The Consultant shall refer to the DPMC publication entitled "Procedures for Architects and Engineers," 3.0 Edition, dated September 2022 available at <https://www.nj.gov/treasury/dpmc/Assets/Files/ProceduresforArchitectsandEngineers.pdf> for a detailed description of the deliverables required for each submission item listed. References to the applicable paragraphs of the "Procedures for Architects and Engineers" are provided.

Note that the Deliverables Checklist may include submission items that are "S.O.W. Specific Requirements". These requirements will be defined in the project specific Scope of Work and included on the deliverables checklist.

This project includes the following phases with the deliverables noted as "Required by S.O.W" on the Deliverables Checklist:

- **SCHEMATIC DESIGN PHASE**
- **DESIGN DEVELOPMENT PHASE**
- **FINAL DESIGN PHASE**
- **PERMIT APPLICATION PHASE**
- **BIDDING AND CONTRACT AWARD**
- **CONSTRUCTION PHASE**
- **PROJECT CLOSE-OUT PHASE**

XIII. EXHIBITS

- A. **SAMPLE PROJECT SCHEDULE FORMAT**
- B. **PROJECT SITE LOCATION MAP**
- C. **ABATEMENT STUDY**
- D. **FIRE CODE VIOLATIONS**

END OF SCOPE OF WORK

Deliverables Checklist Permit Application Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
16.1.	N.J. UCC Permit Application	X					
16.4.	Drawings, Signed and Sealed (6 Sets)	X					
16.5.	Specifications, Signed and Sealed (6 Sets)	X					
16.6.	Current Working Estimate/Cost Analysis	X					
16.7.	Project Schedule	X					
16.8.	Plan Review/Scope of Work Compliance Statement	X					
16.9.	Permit Application Phase Deliverables Checklist	X					
S.O.W. Reference	S.O.W. Specific Requirements						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC Project Manager the status of all the deliverables required by the project specific Scope of Work.

Consultant Signature

Date

Deliverables Checklist Bidding and Contract Award Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
17.1.1.	Notice of Advertising	X					
17.1.2.	Bid Proposal Form	X					
17.1.3.	Bid Clearance Form	X					
17.1.4.	Drawings (6 Sets)	X					
17.1.5.	Specifications (6 Sets)	X					
17.1.6.	Construction Schedule	X					
17.3	Pre-Bid Conference/Mandatory Site Visit	X					
17.3.1.	Meeting Minutes	X					
17.4	Bulletins	X					
17.5	Post Bid Meeting	X					
17.6.	Contract Award "Letter of Recommendation"	X					
17.8.	Bid Protests - Hearings	X					
17.9.	Bidding and Contract Award Phase Deliverables Checklist	X					
S.O.W. Reference	S.O.W. Specific Requirements						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

Consultant Signature _____ Date

**Deliverables Checklist
Construction Phase**

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
18.2.	Pre-Construction Meeting	X					
18.3.	Submittal Log	X					
18.4.	Construction Schedule	X					
18.5.	Project Progress Meetings	X					
18.7.	Contractor's Invoicing and Payment Process	X					
18.8.	Contractor Submittals	X					
18.10.	Testing	X					
18.11.	Shop Drawings (6 Sets)	X					
18.12.	As-Built & Record Set Drawings (6 Sets)	X					
18.13.	Change Orders	X					
18.14.	Construction Photographs	X					
18.15.	Field Observations	X					
18.17.	Construction Phase Deliverables Checklist	X					
S.O.W. Reference	S.O.W. Specific Requirements						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ Consultant Signature _____ Date

**Deliverables Checklist
Project Close-Out Phase**

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
19.3.	Development of Punch List and Inspection Reports	X					
19.5.	Determination of Substantial Completion	X					
19.6.	Correction/Completion of Punch List	X					
19.7.	Submission of Close-Out Documentation	X					
19.7.1.	As-Built and Record Sets of Drawing (6 Sets)	X					
19.8.	Final Payment	X					
19.9.1.	Contractors Final Payment	X					
19.9.2.	A/E's Final Payment	X					
19.10.	Project Close-Out Phase Deliverables Checklist	X					
S.O.W. Reference	S.O.W. Specific Requirements						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

_____ Consultant Signature _____ Date

February 7, 1997
Rev.: January 29, 2002

Responsible Group Code Table

The codes below are used in the schedule field "GRP" that identifies the group responsible for the activity. The table consists of groups in the Division of Property Management & Construction (DPMC), as well as groups outside of the DPMC that have responsibility for specific activities on a project that could delay the project if not completed in the time specified. For reporting purposes, the groups within the DPMC have been defined to the supervisory level of management (i.e., third level of management, the level below the Associate Director) to identify the "functional group" responsible for the activity.

<u>CODE</u>	<u>DESCRIPTION</u>	<u>REPORTS TO ASSOCIATE DIRECTOR OF:</u>
CM	Contract Management Group	Contract Management
CA	Client Agency	N/A
CSP	Consultant Selection and Prequalification Group	Technical Services
A/E	Architect/Engineer	N/A
PR	Plan Review Group	Technical Services
CP	Construction Procurement	Planning & Administration
CON	Construction Contractor	N/A
FM	Financial Management Group	Planning & Administration
OEU	Office of Energy and Utility Management	N/A
PD	Project Development Group	Planning & Administration

EXHIBIT 'A'

Activity ID	Description	Respon	Weeks
<PROJ>			
Design			
CV3001	Schedule/Conduct Pre-design/Project Kick-Off Mig.	CM	
CV3020	Prepare Program Phase Submittal	AE	
CV3021	Distribute Program Submittal for Review	CM	
CV3027	Prepare & Submit Project Cost Analysis (DPMC-38)	CM	
CV3022	Review & Approve Program Submittal	CA	
CV3023	Review & Approve Program Submittal	PR	
CV3024	Review & Approve Program Submittal	CM	
CV3025	Consolidate & Return Program Submittal Comments	CM	
CV3030	Prepare Schematic Phase Submittal	AE	
CV3031	Distribute Schematic Submittal for Review	CM	
CV3037	Prepare & Submit Project Cost Analysis (DPMC-38)	CM	
CV3032	Review & Approve Schematic Submittal	CA	
CV3033	Review & Approve Schematic Submittal	PR	
CV3034	Review & Approve Schematic Submittal	CM	
CV3035	Consolidate & Return Schematic Submittal Comment	CM	
CV3040	Prepare Design Development Phase Submittal	AE	
CV3041	Distribute D. D. Submittal for Review	CM	
CV3047	Prepare & Submit Project Cost Analysis (DPMC-38)	CM	
CV3042	Review & Approve Design Development Submittal	CA	
CV3043	Review & Approve Design Development Submittal	PR	
CV3044	Review & Approve Design Development Submittal	CM	
CV3045	Consolidate & Return D.D. Submittal Comments	CM	
CV3050	Prepare Final Design Phase Submittal	AE	
CV3051	Distribute Final Design Submittal for Review	CM	
CV3052	Review & Approve Final Design Submittal	CA	
CV3053	Review & Approve Final Design Submittal	PR	
CV3054	Review Final Design Submit for Constructability	OCS	

Sheet 1 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

NOTE:
Refer to section "IV Project Schedule" of the
Scope of Work for contract phase durations.

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Activity ID	Description	Reprn	Weeks
CV3055	Review & Approve Final Design Submittal	CM	
CV3056	Consolidate & Return Final Design Comments	CM	
CV3060	Prepare & Submit Permit Application Documents	AE	
CV3068	Prepare & Submit Bidding Cost Analysis (DPMC-38)	CM	
Plan Review-Permit Acquisition			
CV4001	Review Constr. Documents & Secure UCC Permit	PR	
CV4010	Provide Funding for Construction Contracts	CA	
CV4020	Secure Bid Clearance	CM	
Advertise-Bid-Award			
CV5001	Advertise Project & Bid Construction Contracts	CP	
CV5010	Open Construction Bids	CP	
CV5011	Evaluate Bids & Prep. Recommendation for Award	CM	
CV5012	Evaluate Bids & Prep. Recommendation for Award	AE	
CV5014	Complete Recommendation for Award	CP	
CV5020	Award Construction Contracts/Issue NTP	CP	
Construction			
CV6000	Project Construction Start/Issue NTP	CM	
CV6001	Contract Start/Contract Work (25%) Complete	CON	
CV6002	Preconstruction Meeting	CM	
CV6003	Begin Preconstruction Submittals	CON	
CV6004	Longest Lead Procurement Item Ordered	CON	
CV6005	Lead Time for Longest Lead Procurement Item	CON	
CV6006	Prepare & Submit Shop Drawings	CON	
CV6007	Complete Construction Submittals	CON	
CV6011	Roughing Work Start	CON	
CV6012	Perform Roughing Work	CON	
CV6010	Contract Work (50%+) Complete	CON	
CV6013	Longest Lead Procurement Item Delivered	CON	
CV6020	Contract Work (75%) Complete	CON	

DRCA - TEST

Bureau of Design & Construction Services

EXHIBIT 'A'

Sheet 2 of 3

NOTE:
Refer to section "IV Project Schedule" of the
Scope of Work for contract phase durations.
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Activity ID	Description	Respn	Weeks
CV6014	Roughing Work Complete	CON	
CV6021	Interior Finishes Start	CON	
CV6022	Install Interior Finishes	CON	
CV6030	Contract Work to Substantial Completion	CON	
CV6031	Substantial Completion Declared	CM	
CV6075	Complete Deferred Punch List/Seasonal Activities	CON	
CV6079	Project Construction Complete	CM	
CV6080	Close Out Construction Contracts	CM	
CV6089	Construction Contracts Complete	CM	
CV6090	Close Out A/E Contract	CM	
CV6092	Project Completion Declared	CM	

DBCA - TEST

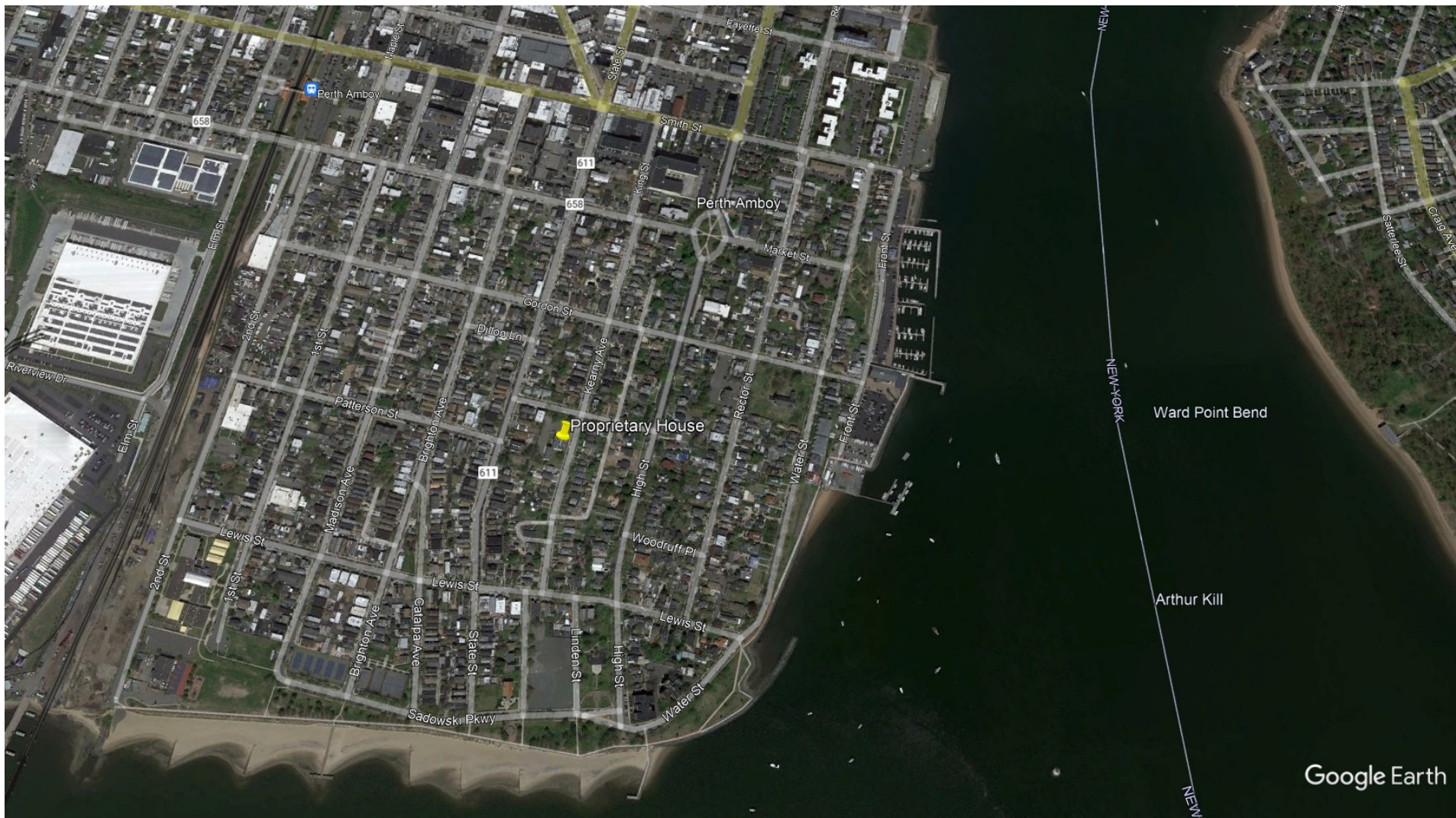
Sheet 3 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

NOTE:
Refer to section "IV Project Schedule" of the
Scope of Work for contract phase durations.

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Project Site Location Map

Proprietary House

EXHIBIT 'B'

**ABATEMENT STUDY
PROPRIETARY HOUSE FIRE CODE VIOLATIONS
139-151 KEARNY AVENUE
PERTH AMBOY, MIDDLESEX COUNTY, NJ 08861**



Prepared by:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

July 6, 2021

EXHIBIT 'C'

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EXECUTIVE SUMMARY

- The purpose of this Study is to analyze violations of the NJ Uniform Fire Code issued by the NJ (DCA) (DFS) and to provide recommendations for their abatement.
- The building is listed on both the State and National Registers of Historic Places. The design for repair and alterations for abatement of the Fire Code Violations must be completed in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and must be reviewed and authorized by the State Historic Preservation Office.
- The building currently contains an automatic fire protection (sprinkler) system that covers most, but not all areas of the building. It is not considered as "protected throughout" in accordance with the code with the sprinkler system and the reductions to fire ratings and extended exit travel distances for a full sprinklered building do not apply.
- Extensions of the sprinklered system to the remaining areas will require disturbance of finishes in the historic museum, would cost approximately \$158,821., and would not resolve the fire code violations in their entirety.
- Fire Code Violations No's. 4025844 / 4025845 / 4025849 / 4025853 / 4025854 / 4025855 / 4025856 / 4025857 / 4075858 / 4025859 / 4025860 / 4025861 / 4025863 / 4025864 / 4025865 / 4025866 / 4025867 / 4025868 / 4025870 / 4025871 / 4025874 / 4025875 / 4025876 / 4025877 / 4025878 / 4025879 / 4025882 / 4025883 / 4025884 are minor in nature and will be, or already have been addressed by the State Park Service as maintenance.
- Fire Code Violations No's. 4025841 / 4025842 / 4025843 / 4025848 / 4025881 impact historic character defining features.
- All recommendations are presented in the Recommendation section of this study starting on page 31. Recommendations for abatement include:
 - Replacement of doors, frames, hardware, emergency lights, light fixtures
 - New doors, frames, hardware, emergency lights, light fixtures, horns, strobes, partitions, and exit signs.
 - New construction of a fire escape located on the South Façade of the South Wing, and a new built-in bookshelf on the Second Floor.
 - Appealing cited Fire Code Violations
- The total estimate cost to implement all the recommendations, projected to mid-2022 is approximately \$320,843.

INTRODUCTION

This study was commissioned by the New Jersey Department of Environmental Protection, Natural and Historic Resources (**DEP/NHR**) on October 30, 2020, to analyze the Fire Safety Code Violations issued by the New Jersey Department of Community Affairs (**DCA**) Division of Fire Safety (**DFS**) Fire Marshal and to provide recommendations to achieve compliance. Based on prior Code evaluation and design for remediation, the required alterations will include, but will not be limited to:

- Replacement of doors, frames, and hardware with new fire rated components
- Fire rated stair enclosures
- Elimination of non-fire rated non-required stairwells
- Construction of fire rated elevator lobbies or alternate means of elevator protection including rolling magnetic doors or gasketed automatic closing swing fire doors, and signage.
- Emergency and exit lighting, sprinkler system modifications,
- Provision of additional exits for multi-story spaces (fire escape or enclosed stair addition)

The drawings for the Proprietary House prepared in 1996 by William S. Pavlovsky, Architect, were utilized to determine size and detailing of the building and as a basis for the historic detailing.

The building is listed on both the State and National Registers of Historic Places. The design for repair and alterations for abatement of the Fire Code Violations must be completed in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and must be reviewed and authorized by the State Historic Preservation Office.

A site visit was conducted on October 15, 2020 to identify and assess issues related to the cited fire violations. Historic character defining features were documented throughout the site visit. Impact to the identified historic character defining features are to be avoided, mitigated, or minimized to the furthest extent possible. Throughout this study, recommendations will be provided to preserve the historical features and simultaneously resolve the Fire Code Violations if possible. The existing conditions, observations, and recommendations are focused on resolving the Fire Code Violations that cannot be achieved through simple repairs to the existing integrity of the building.

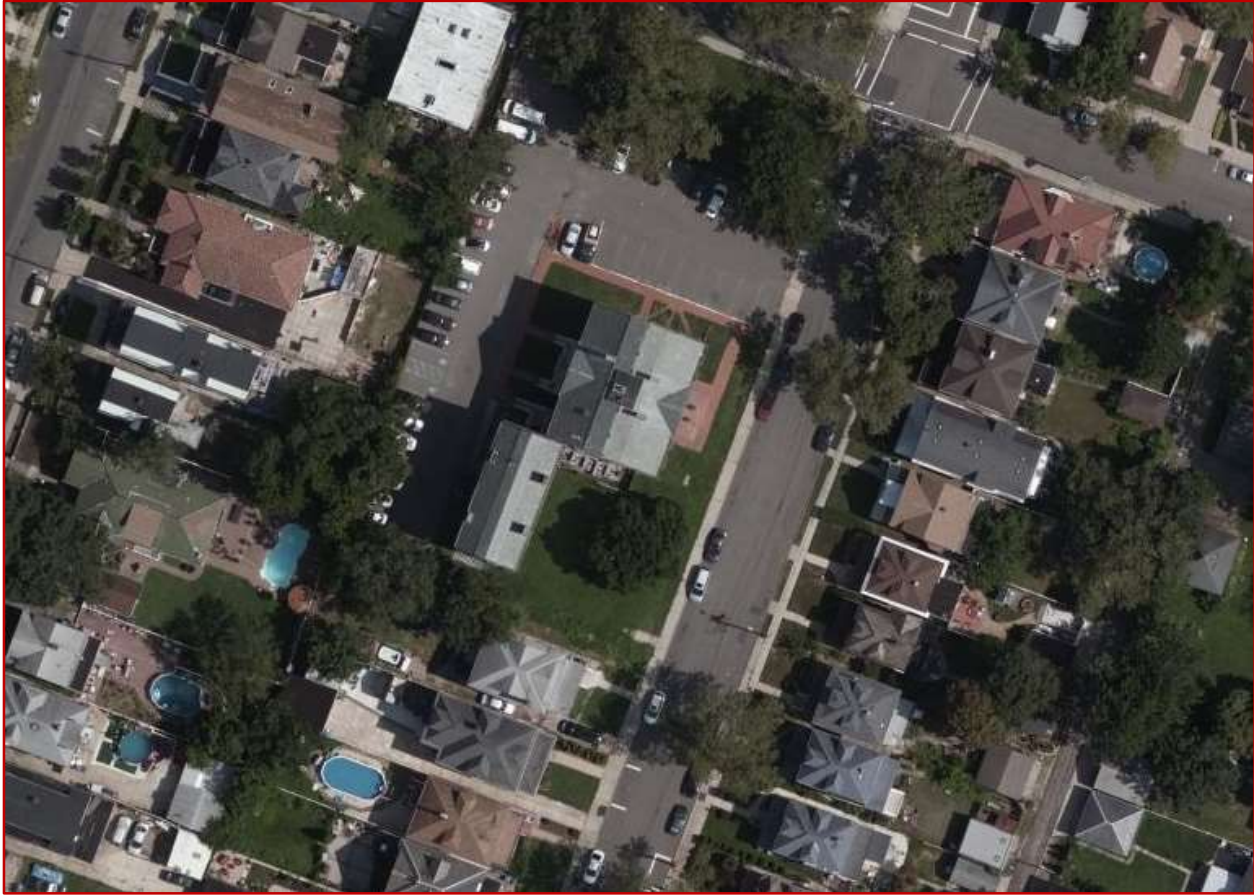


Northeast Corner of North Wing

OCCUPANCY AND CONFIGURATION

The historic Proprietary House, located at 139-151 Kearny Avenue in Perth Amboy, consists of two distinct building sections that are commonly referred to as wings. The original building, now the North Wing, was constructed in 1762-1764. The South Wing was constructed in 1809. Currently the Third Floor of South Wing and the Second and Third Floors of the North Wing are vacant. They were formerly occupied as offices. The North Wing Second Floor is currently occupied as offices. The First Floor of the North Wing houses the Proprietary House Museum. The Museum is open to the public with limited hours and operates as a Historic House Museum. Both wings are four stories in height containing basements.

An elevator occupies the southwest corner of the North wing. This location is approximately center of the two wings, thus allowing the elevator to serve each wing of the building efficiently. The two wings connect at the northeast corner of the South Wing, or alternatively the southwest corner of the North Wing. The First and Fourth Floors of the building have no space that connects them. Due to this separation the Fourth Floor of the South Wing currently only has one means of egress that discharges to the exit level.



Building Code Criteria

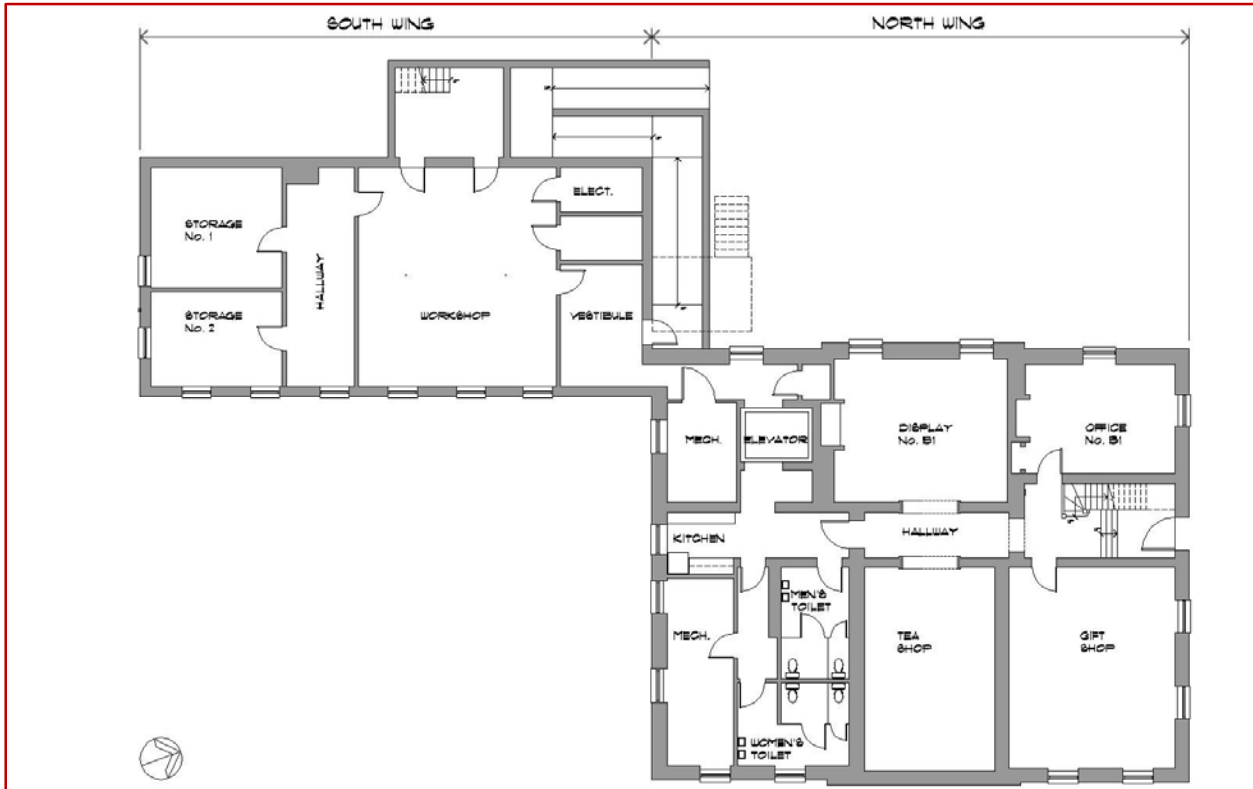
The Building Code Data for the building related to the proposed repair work is as follows:

Use Group	B	Business
Construction Classification	3B	Non-Combustible/Combustible - Unprotected
Area Largest Floor	5,460	Square Feet
Height	60'-0"	+/-

The Proposed work will be considered an "Alteration" under the New Jersey Rehabilitation Subcode. The Alteration category applies in that construction of walls and changes in configuration of space are proposed. The proposed modifications will need to be designed and constructed in accordance with N.J.A.C 5:23-6.6-Alterations.

The proposed alterations should not be considered as improvements to primary function spaces that would trigger the need to provide barrier-free improvements. The alterations will need to comply with the requirements of the accessibility subcode ICC / ANSI 117.1 – 2009.

Basement



Basement Plan Diagram – Proprietary House

The Basement of the Proprietary consists of office spaces, display spaces, and a gift shop in the North Wing, and storage/working areas in the South Wing. The South Wing and North Wing are separated at this level. The North Wing has an exit egress door to the level of discharge, and a stair that connects it to the First Floor. The South Wing has multiple exit paths that include a ramp and stair.

No Fire Code Violations have been cited that would require a reconfiguration of space in the Basement.

First Floor – North Wing

The First Floor, North Wing of the building contains the Museum and includes original architecture and furnishings. The North Wing of the building contains a stair at its north. At this level an existing door and frame is located at the wall supporting the stair. This door and frame connects the First Floor and the Basement of the North Wing. During the site visit this door and frame was observed to have historic character defining features. Refer to Image No. 5 in the Historical Character Defining Feature section of this study. The North Wing Stair leading to the upper levels is open to display spaces on its east and west, which are separated by existing doors. It is also connected to a hallway directly to the south of the stair which connects to the remainder of the spaces in the North Wing. The Hallway and Stair are separated by an open archway decorated by wood trim. All four openings, including the doors, frames, hardware, and trim within this stair are defined as historic character defining features. Refer to Features No. 4-7.



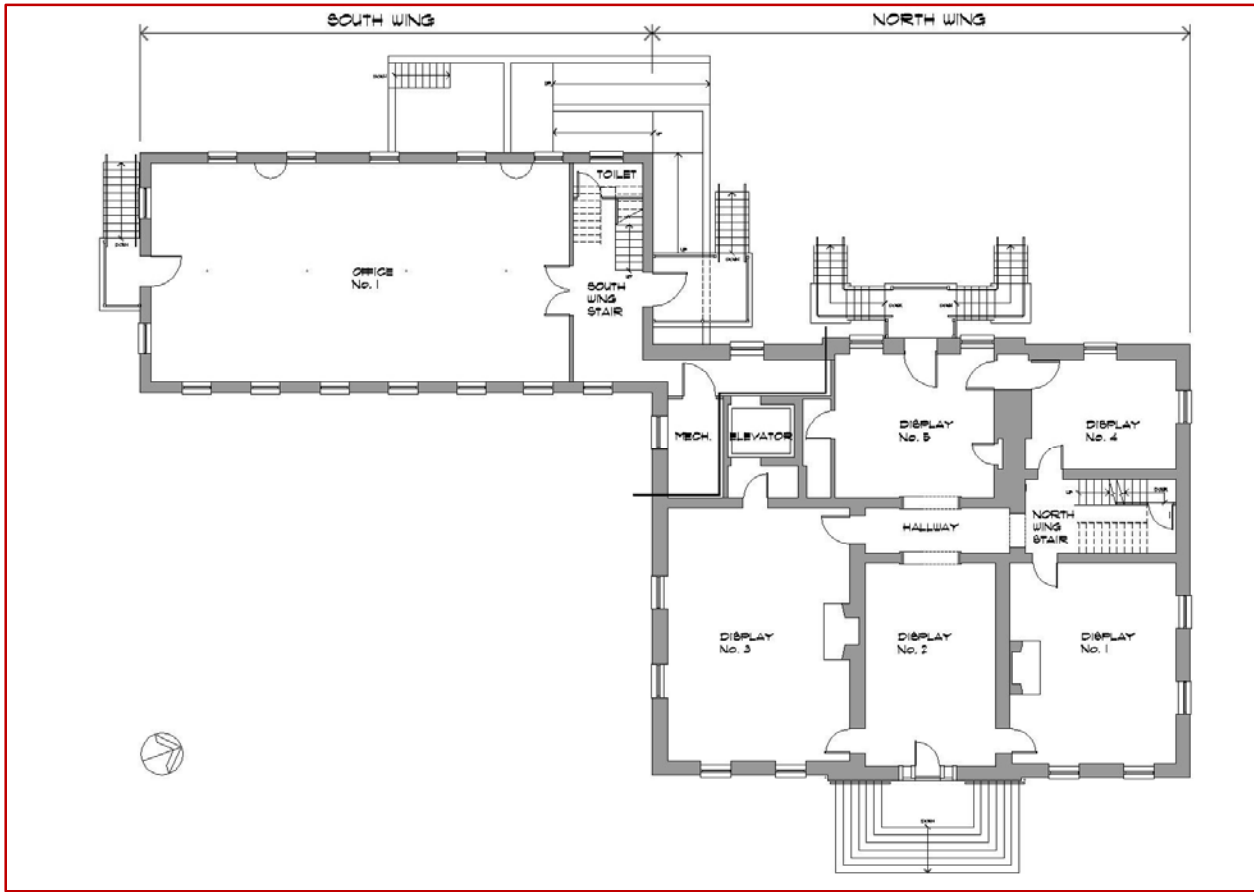
North Wing Stair. Note Historic Wood Trim Opening and Basement Access Door



East Display Space and Entrance Door

The North Wing Stair at this level is not enclosed from the adjacent spaces. Due to this, **Fire Violation No. 4025841** was cited. The existing doors and frames leading to each display space appear to have no fire rating, or necessary hardware to properly enclose the stair and the stair is open to the remainder of the floor to the south via an archway that is a historic character defining feature.

There are two exits in this section of the building. One exit is at the west and one at the east. Each lead to a stair that leads to the public way. There is no access between the North Wing Museum and South Wing at this level.



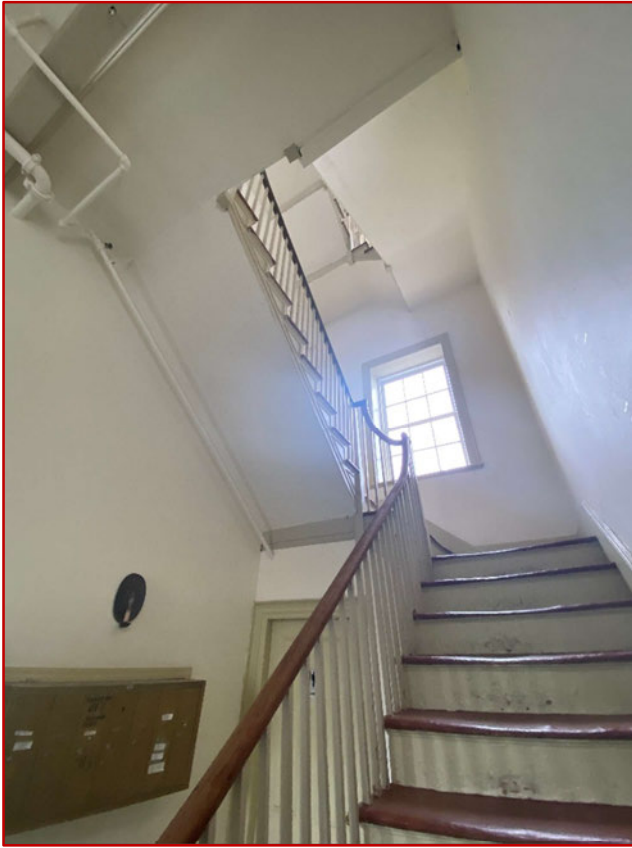
First Floor Plan Diagram – Proprietary House



North Wing West Façade Exit Stair



North Wing East Façade Exit Stair



First Floor – South Wing

The South Wing First Floor contains an unenclosed stair with an adjacent large office space and a small toilet room under the stair. The doors and frame connecting the stair to the office are non-fire rated wood without the proper hardware and accessories. However, these doors and frame, and existing hardware are all historical character defining features [Refer to Feature No. 1]. A similar door and frame exists at the Toilet Room. This door and frame are also historical character defining features. Refer to Feature No. 2. Office No. 1 has an exit point at the south. This door leads to a stair that descends to a public way.

The South Wing and a small portion of the North Wing connect at this level allowing occupants to use the elevator that is in the North Wing. Adjacent to the elevator is an Electrical / Mechanical Room that contains the fire alarm system. These spaces are open to the stair that connects the First Floor to the Fourth Floor. The stair at this location is subject of **Fire Code Violation No. 4025842**.

Top Image: South Wing Stair at First Floor and Historic Feature Toilet Room Door and Frame

Bottom Image: South Wing Office Space at First Floor Currently Unoccupied



Second Floor – North Wing

The North Wing Stair on the Second Floor is bound by offices on the east and west, and a hallway to the south. The hallway is accessed through an existing wood door and frame that is equipped with a door closer and panic hardware. The opening between the stair and the office to the east has been infilled with building materials prior to the commission of this study. The fire rating of this infilled assembly is unknown. The west office contains an existing wood door that provides access to the North Wing Stair. None of the existing doors within the Second Floor North Wing Stair have documentation of fire rating, but they do enclose this portion of the stair at this level.



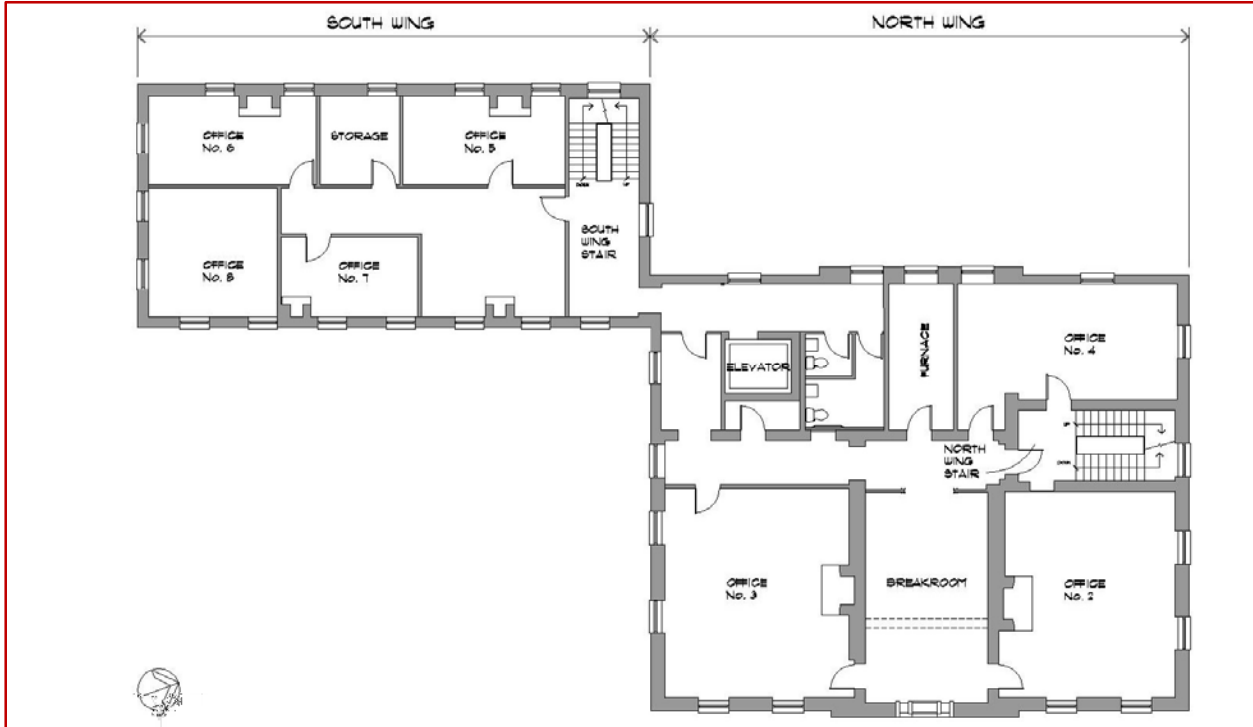
Image of the East Exterior Wall of the North Wing. Note Second Level Exterior Door

The remainder of the North Wing on the Second Floor contains two toilet rooms, the Elevator, a mechanical room, an office, and a breakroom. Within the Breakroom, there is an existing door and frame with sidelights that opens to the exterior of the building to the east. There is no landing, platform, or solid surface in which a person can step out onto, creating a life safety hazard if this door is used as an exit. This exterior door is the basis of **Fire Code Violation No. 4025881**. It is also a historical character defining feature. Refer to Feature No. 11.

The elevator discharges into a hallway and is not enclosed. The South Wing Stair and the elevator inhabit the same space without separation. It is unknown if the elevator doors are rated. This area of the building on all levels has the potential to be an area of smoke transmission between levels.

Second Floor - South Wing

The North Wing and South Wing are connected through a small corridor. The entire South Wing contains an office space and the South Wing Stair. The only exit from the office space is directly into the South Wing Stair. There appears to be no historical character defining features in this section of the building that may be impacted as a result of correcting fire violations. The South Wing Stair is not enclosed and is the reason for **Fire Violation No. 4025843**.



Second Floor Plan Diagram – Proprietary House



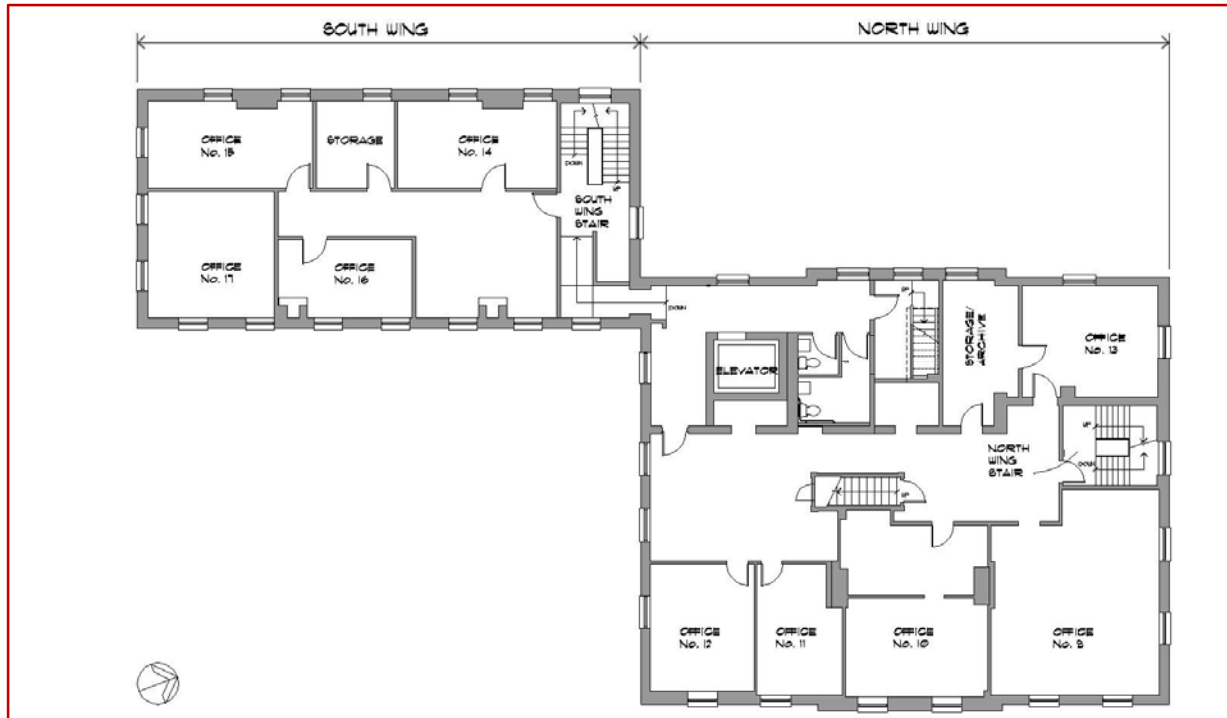
North Wing Second Floor Small Connector Corridor Between North and South Wings



Second Floor North Wing Office No. 2 Looking at Historical Character Defining Feature No. 2 in Background

Third Floor – North Wing

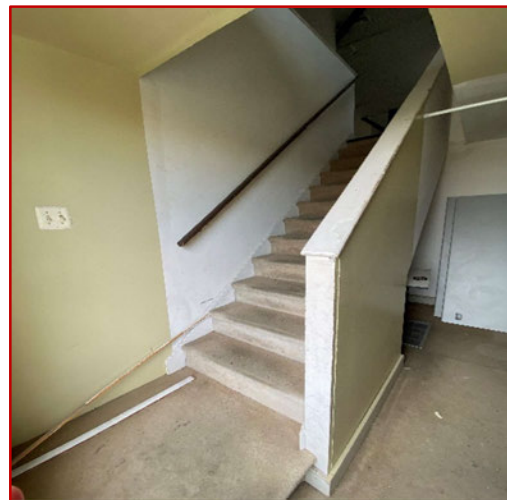
The Third Floor of the North Wing of the building contains three separate stairs. The main stair is the North Wing Stair that connects all of the levels. The North Wing Stair at this level is enclosed with an existing wood door and frame with panic hardware. The other two stairs only connect the Third and Fourth Floors. The stair on the west is closed to the adjacent spaces on the Third Floor, but open to the entire Fourth Floor North Wing. The stair in the center of the North Wing is enclosed at this level by an existing wood door and frame, although there is no landing at the base of the stair. The North Wing connects to the South Wing, including the South Wing Stair at the Third Floor. The finish floor levels differ and two (2) short ramps accommodate the elevation differential. There were no historical character defining features that were identified on this level during the walkthrough on 10/20/20 that may be impacted as result of any recommendations provided.



Third Floor Plan Diagram – Proprietary House



Third Floor North Wing Looking North



Third Floor West Stair



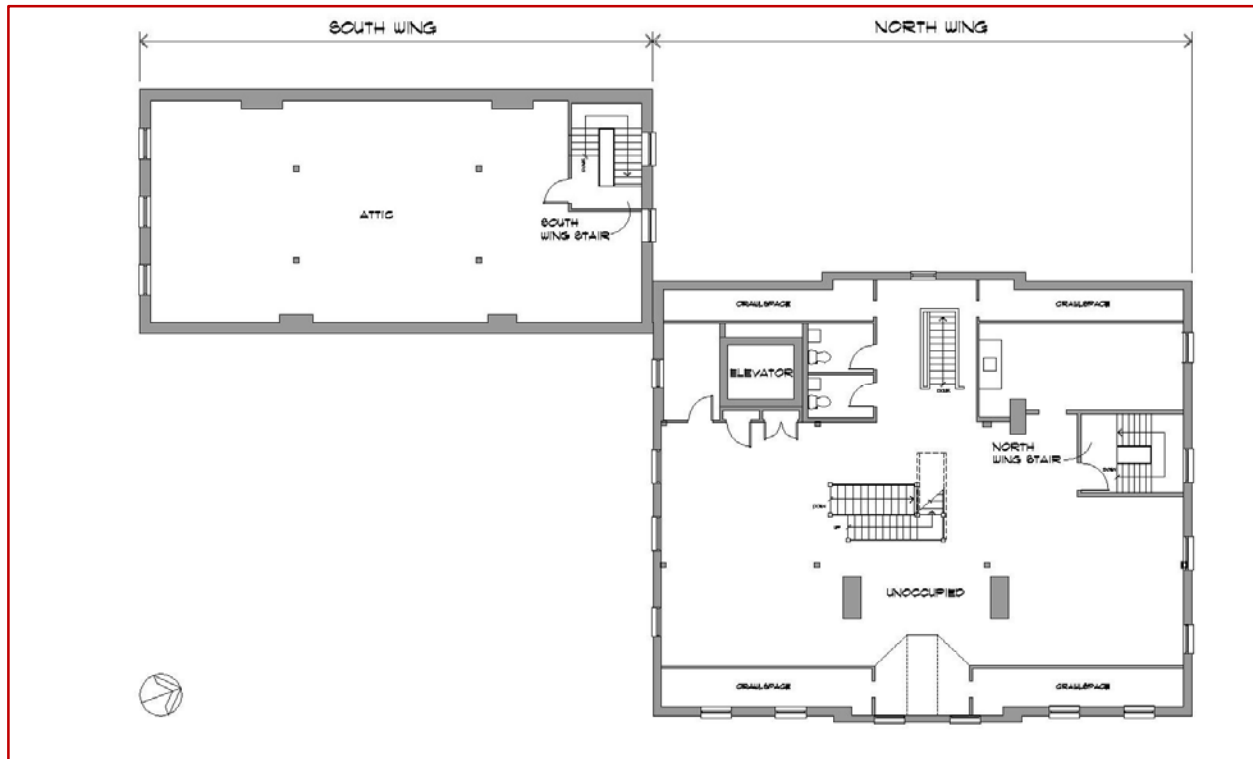
North Stairway Between Second and Third Floor

Third Floor – South Wing

This level is similar to the Second Floor with the only two spaces being the office and the stair. The ramp in the stair limits the possible configurations to correct Fire Code Violations cited in this area. Like the offices on the Second Floor, the only exit from the space is directly into the stair. **Fire Violation No. 4025847** states a second means of egress (doorways) are required from this space if the space has more than 50 occupants or a travel distance 75 feet or greater. The measurement of this distance as explained by the Fire Marshal, is the furthest point in a space measured to both means of egress. This space does not achieve compliance with the standards provided by the Fire Marshal, which are inconsistent with the **IBC** and **UFC**.

Fourth Floor – North Wing

This portion of the Fourth Floor is finished, and it is currently being used as storage for excess furniture. This wing at this level does not connect to the South Wing. There are three distinct stairs. The North Wing Stair is enclosed with a wood door and frame with panic hardware. There is no fire resistance rating that can be determined from observation of this door and frame. This is the only stair that connects to the level of exit discharge. The other two stairs that connect the Third Floor to the Fourth Floor. There is one additional stair that ascends to a skylight in the roof in the center of the space.



Fourth Floor Plan Diagram – Proprietary House



There are two existing exit signs. One is located at the North Wing Stair door, and the other is located at the stair located on the west side of the building. These signs can be seen in the photo on the left. The west stair appears to be used a secondary means of egress from this portion of the Fourth Floor. There appears to be damage to the emergency lighting that requires repair. The existing elevator is not accessible at either wing of the Fourth Floor.

Existing Stairs in Foreground and Background. North Wing Stair Located Behind Existing Door in Background.



Fourth Floor – South Wing (Attic)

This wing is an unfinished attic space labeled as a Furnace Room that contains mechanical equipment and duct work. The only access to this space is from the South Wing Stair that is enclosed by an existing wood door and frame. These components appear to have no fire resistance rating. There is a window in the shared wall between the Attic and the South Wing Stair. It was stated during the site visit on 10/20/20 that this window is not a historic character defining feature.

Entrance to the Attic from the South Wing Stair



View of the Attic Space Viewing the South Interior Elevation

The Fire Marshal stated this window would be required to be infilled or covered as it does not appear to have the proper fire resistance rating. Furthermore, in the 1996 Historic Structure Report by John G. Waite Associates, Architects, PLLC, it was stated during the 1987 renovations that most of the historic fabric had been removed from the third and fourth floors.

Fire Alarm System

The building has an existing fire alarm system with a Fire Alarm Control Panel (FACP) that monitors smoke, heat detectors, fire protection zone valves, zone water flow sensors, and the water service water flow switches throughout the building. If there is an alarm condition sensed by the FACP, it reports it to the central station and if an alarm event is sensed it turns on the building alarm devices. The FACP is located in the Electrical Room in South Wing Basement. There are two remote annunciator panels that communicate with the FACP and everything displayed on the FACP is also displayed on each remote annunciator panel. One remote annunciator is inside the South Wing First Floor entrance, and a second remote annunciator is inside the North Wing First Floor front entrance.

The FACP is monitored by a remote central station and when trouble or alarms are received, the central station alerts any conditions in the building to the designated client (DEP) personnel, and also the Fire Department in the event of an alarm. The fire alarm system appears to be in good operating condition and has had its annual test and inspection completed.

Fire Protection System

The building is equipped with a fire protection standpipe system with fire hose connections on all floors, in both the North Wing Stair and South Wing Stair, and one special sprinkler head in the Control Room was installed in 1986. An automatic fire sprinkler system was installed in 1990 that provided full sprinkler coverage in the South Wing and partial coverage in the North Wing. The building is not fully protected by the current automatic sprinkler system.

The building has a one 4" main sprinkler service entrance riser located within the North Wing Basement Utility Room with supply pipes to sprinkler pipe risers in the North Wing Stair and South Wing Stair.

The North Wing has limited sprinkler coverage. The Basement has no coverage except for one head in the Utility Room and has partial coverage on the First Floor in two display rooms and center hallway. The Second and Third Floors were observed to be fully sprinklered, however any new rooms or divisions of spaces may require additional sprinkler work. The Fourth Floor has coverage in the finished areas but lacks sprinkler coverage in unfinished accessible, concealed unheated crawlspaces on the west and east sides of the building. The South Wing Stair riser supplies water to the fire hose stations, and all sprinklers on each floor in the South Wing.

Historical Character Defining Features

During the walkthrough on October 20, 2020. Historical character defining features were identified by the State Historic Preservation Office (SHPO). All the historic character defining features within the existing building are not limited to the historical features listed within this section. The goal of this section is to provide a list of historical defining features that may be impacted as a result of the actions taken to correct, diminish, or mitigate existing Fire Code Violations in the building.

First Floor

Feature No. 1 – South Wing



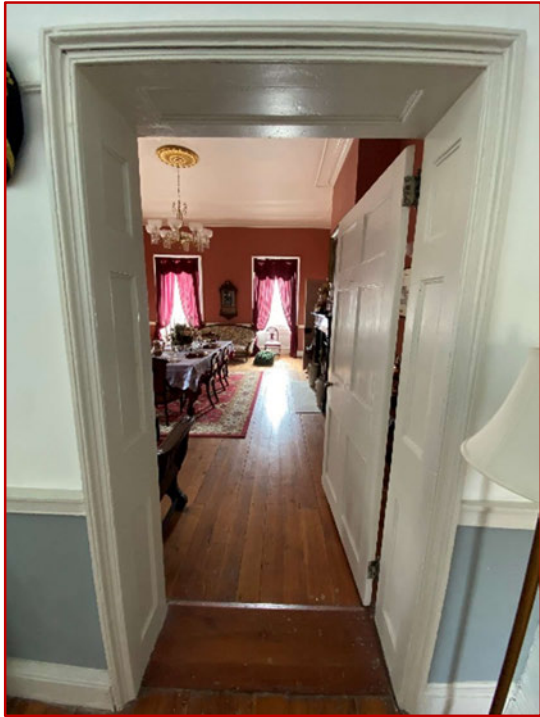
Door, Frame, and Hardware at Office No. 1

Feature No. 2 – South Wing



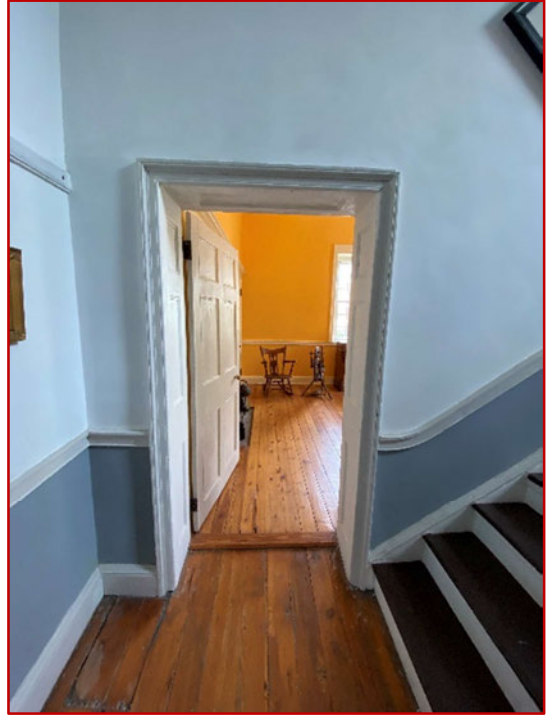
Door, Frame, and Hardware at Toilet Room

Feature No. 3 – North Wing



Display Room No. 1

Feature No. 4 – North Wing



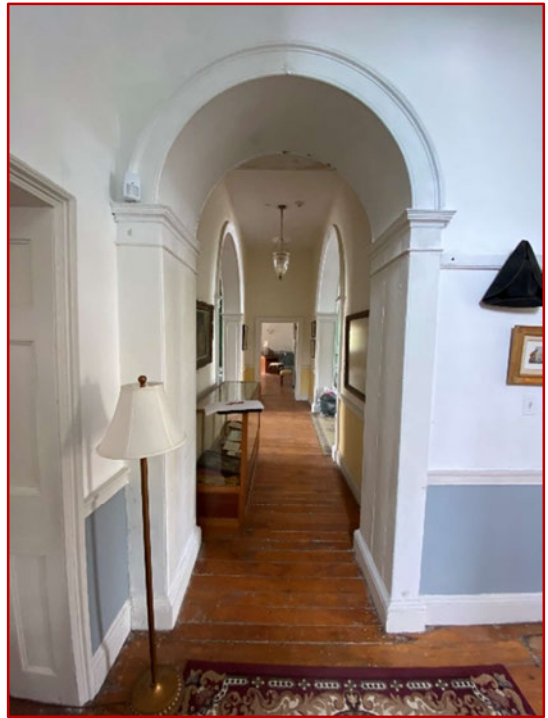
Display Room No. 2

Feature No. 5 – North Wing



Stair No. 2 Basement Door

Feature No. 6 – North Wing



Stair No. 2 Opening and Trim Work

Feature No. 7 – North Wing



Stair No. 2 Display Room No. 1

Feature No. 8 – North Wing



Display Room No. 3

Second Floor

Feature No. 9 – North Wing



Door, Frame, and Hardware in Office No. 2

Feature No. 10 – North Wing



Door, Frame, and Hardware in Office No. 4

Feature No. 11 – North Wing



Door, Frame, Hardware, Sidelights, and Transom Above in Breakroom

FIRE CODE VIOLATIONS

Below are fire code violations that have been cited by the Fire Marshal throughout the building that will not be addressed by State Park Service maintenance personnel and are addressed in this Study. The full list of fire code violations can be found in Appendix "B". The corrective actions listed below are provided by *NJDCA DFS*

Fire Code Violation No. 4025841 / 4025842 / 4025843

[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.

Corrective Action:

Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]

Fire Code Violation No. 4025851

[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.

Corrective Action: Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]

Fire Code Violation No. 4025846 / 4025847 / 4025848

[N.J.A.C. 5:70-4,11.d] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways.

Corrective Action:

Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet. Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11. d]

Fire Code Violation No. 4025862 / 4025880

[N.J.A.C. 5:70-3,1010.1.9] Door Operations. Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort.

Fire Code Violation No. 4025873

[N.J.A.C. 5:70-3,1010.1.9.11] Stairway doors. Interior stairway means of egress doors shall be openable from both sides without the use of a key or special knowledge or effort.
Exceptions:1.Stairway discharge doors shall be openable from the egress side and shall only be locked from the opposite side.2.This section shall not apply to doors arranged in accordance with the building subcode of the Uniform Construction Code.3.In stairways serving not more than four stories, doors are permitted to be locked from the side opposite the egress side, provided they are openable from the egress side and capable of being unlocked simultaneously without unlatching upon a signal from the fire command center, if present, or a signal by emergency personnel from a single location inside the main entrance to the building.4.Stairway exit doors shall be openable from the egress side and shall only be locked from the opposite side in Group B, F, M and S occupancies where the only interior access to the tenant space is from a single exit stairway where permitted in Section 1006.3.2.5.Stairway exit doors shall be openable from the egress side and shall only be locked from the opposite side in Group R-2 occupancies where the only interior access to the dwelling unit is from a single exit stairway where permitted in Section 1006.3.2.

Fire Code Violation No. 4025881

[N.J.A.C. 5:70-3,102.1.1] Any dangerous or hazardous conditions that are outlined in 1 through 10 below shall be removed or remedied in accordance with the provisions of N.J.A.C. 5:702.10:

1. Dangerous conditions that are liable to cause or contribute to the spread of fire in or on said premises, building or structure or endanger the occupants thereof.
2. Conditions that would interfere with the efficiency and use of any fire protection equipment.
3. Obstruction to or on fire escapes, stairs, passageways, doors, or windows, liable to interfere with the egress of occupants or the operation of the fire department in case of fire.
4. Accumulations of dust or waste material in air conditioning or ventilating systems or grease in kitchen or other exhaust ducts.
5. Accumulations of grease on kitchen cooking equipment, or oil, grease, or dirt upon,
6. under or around any mechanical equipment.
7. Accumulations of rubbish, waste, paper, boxes, shavings, or other combustible materials, or excessive storage of any combustible material.
8. Hazardous conditions arising from defective or improperly used or installed electrical wiring, equipment, or appliances.
9. Hazardous conditions arising from defective or improperly installed equipment for handling or use of combustible, explosive, or otherwise hazardous materials.
10. Dangerous or unlawful amounts of combustible, explosive, or otherwise hazardous materials.
11. All equipment, materials, processes, or operations that are in violation of the provisions and intent of this code.

Fire Code Violation No. 4025852

N.J.A.C 5:70-4,11.i.2 – All means of egress shall be provided with artificial illumination as follows:
The intensity of light at floor level shall be not less than one foot candle.

Fire Code Violation No. 4025854 /4025855 / 4025863 / 4025864 / 4025865 / 4025872 / 4025869

[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned, or inoperable, they shall be immediately repaired.

APPLICABLE CODE

The 2018 International Building Code (IBC), Uniform Fire Code and the Rehabilitation Subcode have been adopted by NJ DCA. These codes are used in determining requirements necessary for abatement. The following applicable section of these code are referenced during this study:

International Building Code (*IBC*)

Definitions:

Attic: The space between the ceiling framing of the top story and the underside of the roof.

Circulation Path: An exterior or interior way of passage from one place to another for pedestrians.

Exit: That portion of a means of egress system between the exit access and the exit discharge or public way. Exit components include exterior exit doors at the level of exit discharge, interior exit stairways and ramps, exit passageways, exterior exit stairways and ramps and horizontal exits.

Exit Access: That portion of a means of egress system that leads from any occupied portion of a building or structure to an exit.

Exit Access Doorway: A door or access point along the path of egress travel from an occupied portion of a building or structure to an exit.

Exit Access Stairway: A stairway within the exit access portion of the means of egress system

Exit Discharge: That portion of a means of egress system between the termination of an exit and a public way.

Interior Exit Stairway: An exit component that serves to meet one or more means of egress design requirements, such as required number of exits or exit access travel distance and provides for a protected path of egress travel to the exit discharge or public way.

Means of Egress: A continuous and unobstructed path of vertical and horizontal egress travel from an occupied portion of a building or structure to a public way. A means of egress consists of three separate and distinct parts: the exit access, the exit, and the exit discharge.

Chapter 10 Means of Egress:

1006.1 General: The number of exits or exit access doorways required within the means of egress system shall comply with the provisions of Section 1006.2 for spaces, including mezzanines, and Section 1006.3 for stories or occupied roofs.

1006.2.1 Egress based on occupant load and common path of travel distance: Two exits or exit access doorways from any space shall be provided where the design occupant load or the common path of egress travel distance exceeds the values listed in Table 1006.2.1.

**TABLE 1006.2.1
SPACES WITH ONE EXIT OR EXIT ACCESS DOORWAY**

OCCUPANCY	MAXIMUM OCCUPANT LOAD OF SPACE	MAXIMUM EXIT ACCESS TRAVEL DISTANCE (feet)		
		Without Sprinkler System (feet)		With Sprinkler System (feet)
		Occupant Load		
		OL ≤ 30	OL > 30	
A ^c , E, M	49	75	75	75 ^a
B	49	100	75	100 ^a
F	49	75	75	100 ^a
H-1, H-2, H-3	3	NP	NP	25 ^b
H-4, H-5	10	NP	NP	75 ^b
I-1, I-2 ^d , I-4	10	NP	NP	75 ^a
I-3	10	NP	NP	100 ^a
R-1	10	NP	NP	75 ^a
R-2	20	NP	NP	125 ^a
R-3 ^e	20	NP	NP	125
R-4 ^e	20	NP	NP	125 ^e
S ^f	29	100	75	100 ^a
U	49	100	75	75 ^a

For SI: 1 foot = 304.8 mm.

NP = Not Permitted.

- a. Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 or 903.3.1.2. See Section 903 for occupancies where automatic sprinkler systems are permitted in accordance with Section 903.3.1.2.
- b. Group H occupancies equipped throughout with an automatic sprinkler system in accordance with Section 903.2.5.
- c. For a room or space used for assembly purposes having fixed seating, see Section 1029.8.
- d. For the travel distance limitations in Group I-2, see Section 407.4.
- e. The common path of egress travel distance shall only apply in a Group R-3 occupancy located in a mixed occupancy building.
- f. The length of common path of egress travel distance in a Group S-2 open parking garage shall be not more than 100 feet.
- g. For the travel distance limitations in Group R-4 equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.3, see Section 1006.2.2.6.

1006.3.2 Egress based on occupant load: Each story and occupied roof shall have the minimum number of separate and distinct exits, or access to exits, as specified in Table 1006.3.2. A single exit or access to a single exit shall be permitted in accordance with Section 1006.3.3. The required number of exits, or exits access stairway or ramps providing access to exits, from any story or occupied roof shall be maintained until arrival at the exit discharge or a public way.

**TABLE 1006.3.2
MINIMUM NUMBER OF EXITS OR
ACCESS TO EXITS PER STORY**

OCCUPANT LOAD PER STORY	MINIMUM NUMBER OF EXITS OR ACCESS TO EXITS FROM STORY
1-500	2
501-1,000	3
More than 1,000	4

1006.3.3 Single Exits: A single exit or access to a single exit shall be permitted from any story or occupied roof where one of the following conditions exists:

1. the occupant load, number of dwelling units and exit access distance do not exceed the values in Table 1006.3.3(1) or 1006.3.3(2)

**TABLE 1006.3.3(2)
STORIES WITH ONE EXIT OR ACCESS TO ONE EXIT FOR OTHER OCCUPANCIES**

STORY	OCCUPANCY	MAXIMUM OCCUPANT LOAD PER STORY	MAXIMUM EXIT ACCESS DISTANCE (feet)
First story above or below grade plane	A, B ^b , E F ^b , M	49	75
	H-2, H-3	3	25
	H-4, H-5, I, R-1, R-2 ^{a,c}	10	75
	S ^{b,d}	29	75
Second story above grade plane	B, F, M, S ^d	29	75
Third story above grade plane and higher	NP	NA	NA

For SI: 1 foot = 304.8 mm.

NP = Not Permitted.

NA = Not Applicable.

- Buildings classified as Group R-2 equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 or 903.3.1.2 and provided with emergency escape and rescue openings in accordance with Section 1030.
- Group B, F and S occupancies in buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 shall have a maximum exit access travel distance of 100 feet.
- This table is used for R-2 occupancies consisting of sleeping units. For R-2 occupancies consisting of dwelling units, use Table 1006.3.3(1).
- The length of exit access travel distance in a Group S-2 open parking garage shall be not more than 100 feet.

**TABLE 1017.2
EXIT ACCESS TRAVEL DISTANCE^a**

OCCUPANCY	WITHOUT SPRINKLER SYSTEM (feet)	WITH SPRINKLER SYSTEM (feet)
A, E, F-1, M, R, S-1	200 ^c	250 ^b
I-1	Not Permitted	250 ^b
B	200	300 ^c
F-2, S-2, U	300	400 ^c
H-1	Not Permitted	75 ^d
H-2	Not Permitted	100 ^d
H-3	Not Permitted	150 ^d
H-4	Not Permitted	175 ^d
H-5	Not Permitted	200 ^c
I-2, I-3	Not Permitted	200 ^c
I-4	150	200 ^c

1017.1 General: Travel distance within the exit access portion of the means of egress system shall be in accordance with this section.

1017.2 Limitations: Exit access travel distance shall not exceed the values given in Table 1017.2

1017.3 Measurement: Exit access travel distance shall be measured from the most remote point of each room, area, or space along the natural and unobstructed path of a horizontal and vertical egress travel to the entrance to an exit.

1019.3 Occupancies other than Groups I-2 and I-3. In other than group I-2 and I-3 occupancies, floor openings containing exit access stairway or ramps that do not comply with one of the conditions listed in this section shall be enclosed with a shaft enclosure constructed in accordance with Section 713.

1. Exit access stairways and ramps that serve or atmospherically communicate between only two stories. Such interconnected stories shall not be open to other stories.

1023.1 General: Interior exit stairways and ramps serving as an exit component in a means of egress system shall comply with the requirements of this section. Interior exit stairways and ramp shall be enclosed and lead directly to the exterior of the building with an exit passageway conforming to the requirements of Section 1024, except as permitted in Section 1028.1. An interior exit stairway or ramp shall not be used for any purpose other than as a means of egress and circulation path.

Chapter 12 Interior Environment

1208.2 Attic Spaces: An opening not less than 20 inches by 30 inches shall be provided to any attic area have a clear height of over 30 inches. Clear headroom of not less than 30 inches shall be provided in the attic space at or above the access opening.

Chapter 30 Elevators and Conveying Systems

3006.2 Hoistway opening protection required: Elevator hoistway door opening shall be protected in accordance with Section 3006.3 where an elevator hoistway connects more than three stories.

Uniform Fire Code (UFC)

NJ. Admin Code 5:70-4.13

(b) All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives with self-latching doors.

NJ Admin Code 5:70-4.11

(d) All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways.

Rehabilitation Subcode

Section 5:23-6.17 – Basic Requirements – Group B

(a) Exits: Two exits shall be required for stories with less than 500 occupants. Three exits shall be required for stories with 501 to 1,000 occupants. Four exits shall be required for stories with more than 1,000 occupants. Two means of egress are also required from all mezzanines with an occupant load greater than 50 or with exit travel distance greater than 75 feet.

1. When more than one exit is required, existing fire escapes shall be accepted as providing one of the required means of egress unless judged to be dangerous for use under emergency exiting conditions. For use of fire escapes, access shall be through a door except when serving an occupant load of 10 or fewer. All occupants shall have unobstructed access to fire escapes without having to pass through a room subject to locking.

i. When more than one exit is required and there is not sufficient space for an exterior stair within the lot line, a new fire escape shall be accepted as providing one of the required means of egress. Newly-installed fire escapes shall comply with FTO-3.

Section 5:24-6.3 – Historic Buildings

(a) Except as provided for in this section, historic buildings shall comply with the provisions of this subcode relating to the repair, renovation, alteration, restoration, reconstruction, movement and/or change of use of structures.

1. For purposes of applying this section, historic buildings shall include any building that meets one or more of the following criteria:

i. Buildings listed on the New Jersey or National Registers of Historic Places either individually or as a contributing building to a historic district;

3. When a historic building is used as a historic museum, the building shall be classified as Group B provided that the following conditions are met:

i. A limit on occupancy, not to exceed 50, is set by the construction official based on egress capacity and travel distance using the following parameters:

(1) For buildings with a single means of egress, occupancy shall be limited to the first and second floors, and the travel distance shall not exceed 75 feet;

(2) Two means of egress shall be required from all floors above the second floor where occupancy is permitted.

ii. There is supervision by a guide or other employee or volunteer knowledgeable in the emergency exiting procedures during all times that the building is occupied by visitors. (Plan review--Building, Fire. Inspection--Building)

(b) Special provisions: Historic buildings undergoing repair, renovation, alteration, restoration or reconstruction consistent with the U.S. Secretary of the Interior Standards for the Treatment of Historic Properties may comply with the following in lieu of compliance with the corresponding requirements of this subcode.

9. Stairways: Stairways shall comply with the following:

i. Enclosure: Stairway enclosures may be omitted in a historic building for that portion of the stair serving the first and second floor. This provision shall be applied to only one stair per building.

OBSERVATIONS / ANALYSIS

Architectural Observations

During our site walkthrough, the following defects were observed in the building:

The South Wing Stair is one of the two main stairways within the existing building. It connects to every floor within the building except for the Basement. This stair is not enclosed on any single level which creates a potential fire and smoke protection issue and is cited in multiple Fire Code Violations. This vertical shaft could allow smoke or fire to travel between levels avoiding the fire resistance rating of the assemblies designed to slow the spread of these dangerous elements.



The photograph on the left was taken on the Third Floor of the South Wing looking into the Stairway. Note: The Stairway is not enclosed and there is a door connecting the Stairway to an Office.

The North Wing Stair suffers from the same deficiency as the South Wing Stairs. However, the magnitude of this issue is greatest at the South Wing Stair since the North Wing Stair is enclosed at the Second, Third, and Fourth floors. There are no stairway identification signs at any level at both stairways connecting more than three stories, and is the basis of **Fire Code Violation No. 4025844**



The photograph on the right was taken between the Third Floor and Second Floor of the North Wing. The North Wing Stair is enclosed at both levels

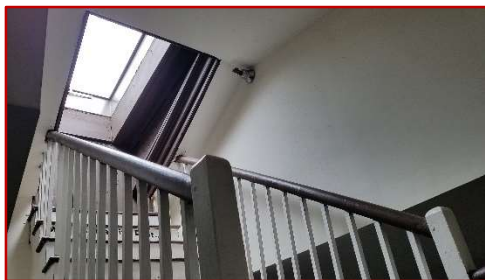
The North Wing Stair and South Wing Stair are approximately 90'-0" to 95'-0" linear feet separate from one another measured from riser to riser. The largest single space within the First, Second, and Third floor is approximately 50'-0" long and 26'-0" wide. At the most remote point in any of these three floors, the exit access travel distance to the farthest exit is less than 170'-0" for any story. This distance is less than the maximum exit access travel distance of 200'-0" without a sprinkler system as set forth in the International Building Code (**IBC**) 2018 Section 1017.2. Provided all spaces within the first, second, and third floor are less than 200'-0" to either exit, the north and south stairways provide an adequate means of egress from the Proprietary House.

The largest space within the building, the offices at the South Wing, is provided with a single exit access doorway to an exit. The exit access distance from this space is approximately 65'-0". This is allowable by the **IBC** 2018 Section 1006.2.1 which states a space without sprinklers may have one exit or exit access doorway so long as this space does not exceed an exit access travel distance of 75'-0" (not sprinklered) and have an occupancy less than 50. Exit access travel distance is measured from the most remote point in a space to the entrance of an exit. The exit is the space which contains the exit stairway. It also is compliant with the cited **UFC** reference 5:70-4.11.d, as the room or space has a travel distance less than 75 feet, and an occupant load less than 50. Unlike the **IBC** the **UFC** does not define travel distance. The occupant load of this space based on table 1004.5 of the **IBC** is 9 occupants.

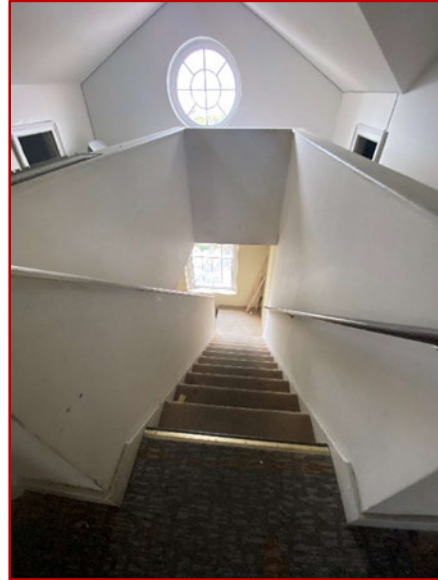
The Fourth Floor in each wing of the building has only one exit. The **IBC** 2018 does not permit occupancy of any story on the third story above grade plane or higher without a minimum of two means of egress properly separated by distance. The North Wing has three additional stairs. Two of these stairs connect the Fourth Floor to the Third Floor, each in a different location. Neither of these stairs can be considered exit access stairways, because the Third Floor of the building is open to the Second Floor of the building at the South Wing Stair. The **IBC** 2018 Section 1019:3.1 states "Exit access stairways and ramps that serve or atmospherically communicate between only two stories. Such interconnected stories shall not be open to other stories.". If the Third Floor was not open to the Second Floor below, either one of these stairs would be able to be considered an exit access stairway and comply with the number of exits and exit access travel distance for the Fourth Floor. The last stair on the Fourth Floor ascends to a skylight within the roof. This stair is not within the means of egress. The Fourth Floor South Wing has no additional capabilities for a means of egress, as it only contains one stairway.



The photograph on the left (top) was taken on the Fourth Floor of the North Wing observing two stairs. The descending stair on the left connects the Fourth Floor to the Third Floor. The ascending stair on the right does not connect to any additional level but leads to a skylight in the roof as shown in photo on the left (bottom)



The photograph on the right was taken on the west side of the Fourth Floor viewing a stair connecting to the Third Floor.



Fire Protection System

There are missing cover plates on the recessed sprinkler heads on the First Floor in the Display Room No. 5 that need to be replaced, and a painted cover plate on the recessed sprinkler head in the center hallway that needs to be replaced. There is a painted sprinkler head on the Third Floor that must be removed and replaced with a new sprinkler head. Additionally, there is a sprinkler head in the basement Utility Room that is too low and must be raised. These violations were noted in the Fire Safety Code Violations, and they have not yet been corrected.

In the South Wing Basement two storage rooms and a corridor were created in what was once one large room. The existing sprinkler heads remained in place, and this resulted in inadequate coverage in the two new rooms that were created.

Emergency Lighting and Exit Signs

The building has battery-powered emergency lights on all the floors and in both the North Wing Stair and South Wing Stair. Some of the emergency lights are not operational, need to be repaired or replaced, and were noted as Fire Code Violations.

The building is equipped with battery-powered exit signs throughout. Some are not operational, were listed as Fire Code Violations, and need to be repaired or replaced.

The building does not have existing emergency egress lighting on the exterior of the building at all required building exits. The Basement exit on the north wall of the South Wing does not have emergency egress lighting at the exit door nor on the egress ramp up to grade on the west wall.

Building Exterior Egress Lighting

Although it is not listed on the Fire Code Violations, there are no normally powered light fixtures on the exterior of the exit egress doors of the building. Normal powered fixtures are required by the **IBC** Section 1008 to light exterior egress paths from at night when the building is occupied.

The following exterior egress doors do not have normal power egress lighting:

- North Wing First Floor east wall.
- North Wing First Floor west egress door and lighting for the stairs.
- South Wing Basement north wall egress door.
- South Wing Basement west wall two egress doors.

Interior Light Fixtures

There are wall sconces installed in the corridors and stairs that are not original, these fixtures have a backplate with candle mount in the front with small incandescent candelabra lamps that are in poor condition and are not properly attached to the wall and outlet box. Many were not operational during the site visit on 10/20/20. Those that were operational did not provide adequate illumination. On the Second Floor there are missing light fixtures in two of the three corridors.

Electrical Wiring, and Branch Circuits Identification

Doors to Electrical Rooms on the First, Second, and Third floors, and panelboards are not labeled, circuits in panels are not properly identified, and disconnect switches not labeled. This is a current Fire Code Violation. There are numerous Fire Code Violations listed for cords and extension cords that are being used improperly that pose a fire safety hazard where cords can be easily damaged.

RECOMMENDATIONS

Due to the existing configuration of the stairs minor alterations will be required at most levels to enclose the stairs to correct the current Fire Code Violations. The historic character defining features in some cases will either need to be impacted or be granted a variation from the Code. It is highly recommended that any actions taken to correct the Fire Code Violations be coordinated with the Department of Community Affairs, Division of Fire Safety to ensure that the solutions will be acceptable.

We recommend that all stair doors and frames required to enclose the North Wing Stair be replaced with a 2-hour fire rated door and frame with closers and panic hardware devices to comply with the **IBC** 2018. This rating exceeds the rating requirement listed in the Fire Code Violations issued on 05/10/2019. The South Wing Stair doors that connect to the office spaces on floors two through four will need to have the same elements replaced. This will add (3) existing doors and frames to be replaced.

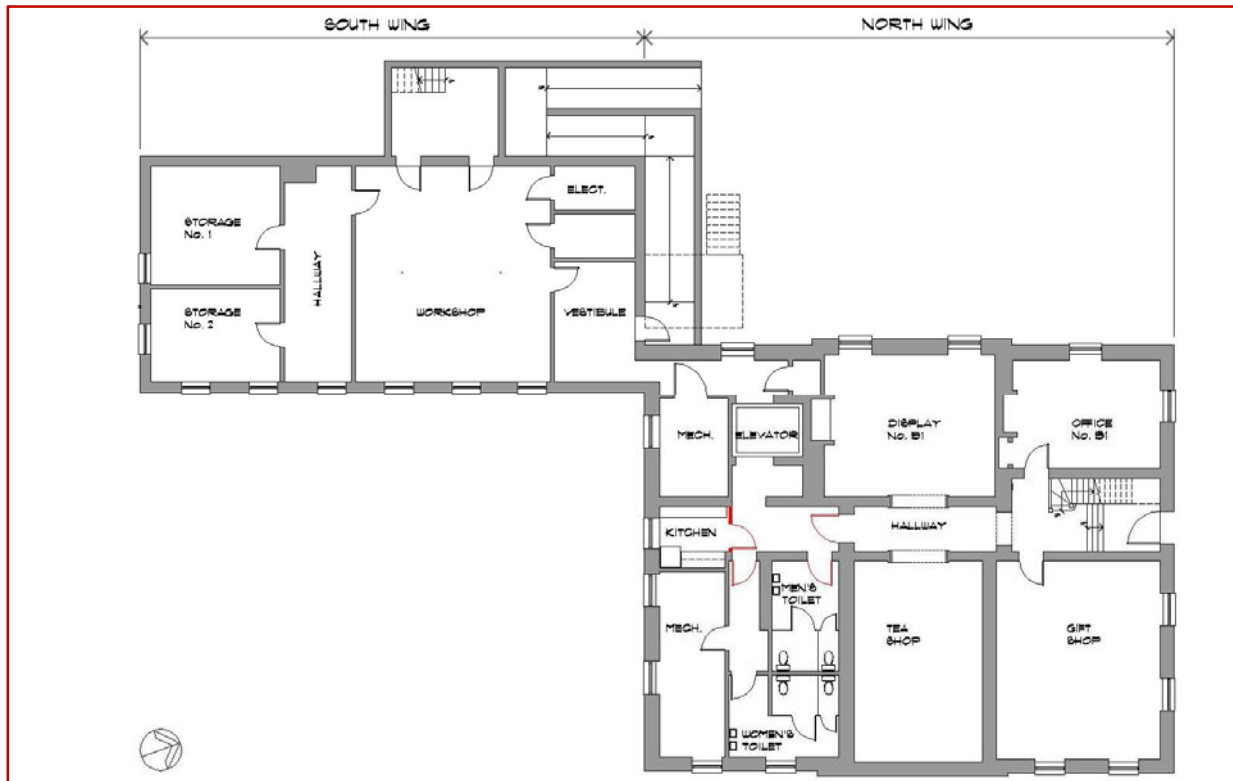
Since the existing building is not sprinklered throughout the building, it is required to have the Elevator be enclosed as it serves three or more stories. This will impact the first three floors and the Basement. Additional signage, emergency lighting, smoke detection and sprinkler heads will be required due to the addition of new partitions.



Second Floor Stairway Door, Frame, and Hardware Recommended to be Replaced

Basement

The existing Basement was not directly cited to have Fire Code Violations that would impact configuration of any spaces. However, based on Code interpretations of the **IBC**, and the vague locations of the Fire Code Violations provided, some modifications are recommended. The existing elevator at this level is not enclosed and does not comply with current standards. **Fire Code Violation No. 4025841** can apply to the Basement elevator vertical opening. At this level an elevator lobby is recommended to be created. Due to limited space between the existing corridor and elevator walls, maintaining accessibility, while providing an enclosure door is not possible. Installing a fire rated partition with a fire rated door and frame and replacing three existing doors, frames, and hardware with fire rated assemblies is recommended. This change can be seen in the basement diagram below.



Basement Floor Plan Diagram – Proprietary House
Recommendations Highlighted in Red

First Floor

Fire Code Violation No. 4025841 / 4025851

The North Wing First Floor Stair is required to be enclosed based on the issued Fire Code Violations. There are three major components that need to be addressed to correct this violation. The first two are the doors and frames on the east and west of the North Wing Stair that connect to the display spaces. The second component is the Basement access door. The final area that needs to be addressed is the archway opening from the North Wing Stair to the Hallway. All these components of the building are historic character defining features.

In accordance with N.J.A.C 5:23-6.33 (b) 9. Stairway enclosures may be omitted in a historic building for that portion of the stair serving the First and Second Floor. This provision shall be applied to only one stair per building. If this provision is applied to the North Wing Stair, it is not required to be enclosed at the First or Second Floor.

- Option A: Install a new fire rated framed wall within the archway opening that includes a rated door, frame, and compliant hardware. Replace existing door and frame with new fire rated doors and frame with Code compliant hardware at each display space and to the Basement. This option impacts the original historic character defining feature but achieves correcting the Fire Code Violation.
- Option B: An interior fire rated curtain wall assembly with an integral door could be installed in the Hallway enclosing the North Wing Stair, while minimally impacting the materials and visual presence of the archway. The doors and frames to the display spaces and Basement can have an intumescent coating applied to upgrade the fire rating. To avoid installing new panic hardware, or removing the existing hardware, a variance will be required. Additionally, these doors must be kept closed during operation to properly enclose the North Wing Stair.
- Option C: Apply the provision of the Rehabilitation Subcode to the North Wing Stair. It will not be required to be enclosed. The cited Fire Code Violation is recommended to be appealed.

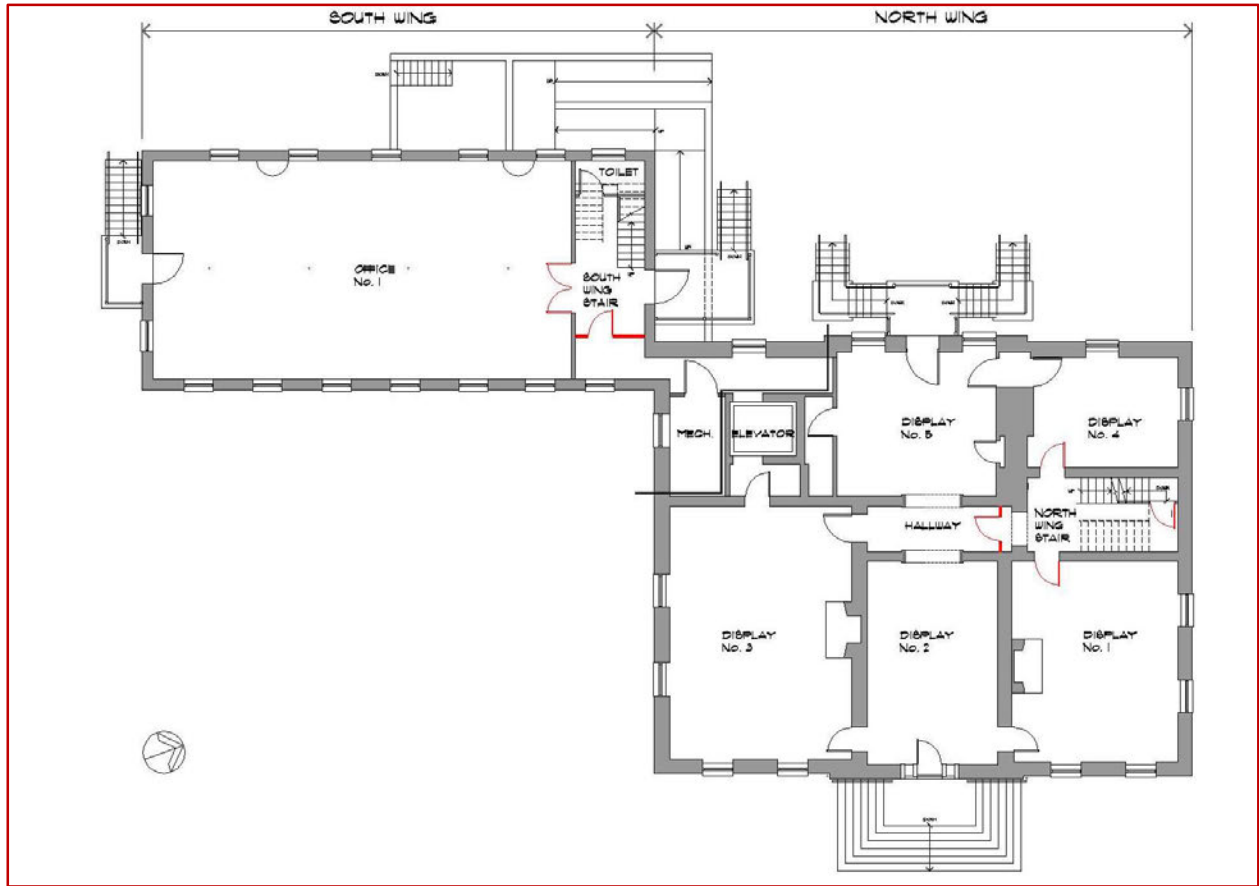
Final Recommendation: It is recommended that this code provision be applied to the North Wing Stair and an appeal to the Fire Code Violation be made to avoid the disturbance of historic character defining features.

The South Wing office and Toilet Room doors and frames are required to have a fire rating to properly enclose the South Wing Stair. These building components are historic character defining features, yet they are also part of the Fire Code Violations that have been issued. Since the provision to omit enclosing stairs is only applicable to one stair throughout the building, modifications to the South Wing Stair will be required. Since these features have two opposing perspectives on their value to the building, several options can be considered.

- Option A: Remove the existing wood doors and frames under the approval of the State Historic Preservation Office (**SHPO**) and install a new door and frame with compliant fire rating and hardware.
- Option B: Request a variance for the existing doors, frames, and hardware under the pretense of disturbing the historical character of the building.
- Option C: Apply an intumescent coating on the existing doors and frames and install new Code compliant hardware as required. This will enhance the durability of the doors and frame during an emergency while minimizing the impact to the historical character of the feature.

The South Wing Stair atmospherically communicates with the elevator. To enclose the South Wing Stair, it is recommended that a new interior partition be installed from finished floor to the underside of the existing ceiling. This new partition is to be equipped with passage function latch hardware and will need to be UL listed fire rated. This new partition will require a fire rated door and Code compliant hardware. It will also need to meet the requirements of ICC / ANSI 117.1 – 2009. The new door in this partition should be located to provide the necessary clearances to any equipment or panel in the area. The addition of a new partition will require the installation of new emergency lighting, smoke detectors, and sprinkler heads near the Elevator.

Final Recommendation: Apply an intumescent coating to the existing historical character defining doors and frames. Construct a new partition between the Elevator and South Wing Stair.



First Floor Plan Diagram – Proprietary House
Recommendations Highlighted in Red

Fire Code Violation 4025860

An existing hole was not observed in any Dining Room or Display Room during the 10/20/20 site visit. It is possible that maintenance personnel have already corrected this Fire Code Violation. If a hole is observed to be present upon inspection, it is recommended that the hole be infilled with materials to match the adjacent finish. This work is to be completed in accordance with the Secretary of the Interior’s Standards for the Treatment of Historic Properties and must be reviewed and authorized by the State Historic Preservation Office.

Fire Code Violation 4025862 / 4025880

Both the east and west entrance doors in the North Wing are historical character defining features of the Proprietary House Museum. It is desired not to impact the doors, frames, or hardware in any capacity. To mitigate the existing Fire Code Violation, it is recommended that a new sign be installed at each of these doors. This sign will ensure that the door is readily openable from the egress side when this building is open to occupants.



Proposed Sign to be Installed at the Interior of the East and West Entrance Doors

Second Floor

Fire Code Violation No. 4025842 / 4025851

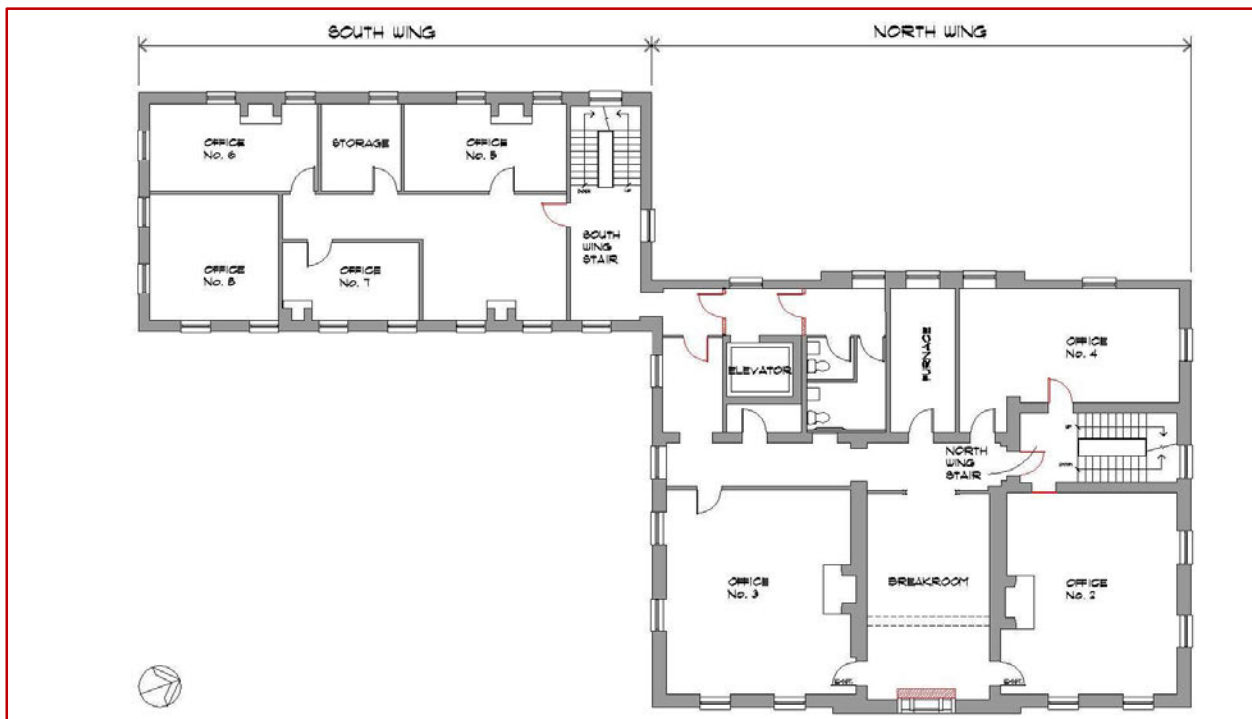
The doors and frames in the North Wing Stair connecting to the offices are not means of egress doors. The exit travel distances from any space to either exit is less than the maximum distance listed in the **IBC**. The west door is blocked off from the interior of the North Wing Stair and is no longer a passageway. In accordance with N.J.A.C 5:23-6.33 (b) 9, if this provision is applied to the North Wing Stair, it is not required to be enclosed, and it is not necessary to take any actions to enclose the North Wing Stair at this level.

Option A: Apply intumescent coating to the existing historical character defining doors and frames at Office No. 4 and Office No. 2. Remove existing door, frame and hardware between the North Wing Stair and hallway, and install new fire rated door, frame, and Code compliant hardware.

Option B: Apply the provision of the Rehabilitation Subcode to the North Wing Stair. It will not be required to be enclosed. The cited Fire Code Violation is recommended to be appealed.

To enclose the South Wing Stair and Elevator, new fire rated partitions with fire rated doors and frames is required to be installed from floor to ceiling. Due to the location of existing sprinklers, and electrical panels, the ideal location of the new partitions, doors, frames, and hardware are next to the Elevator. The separation of these spaces will require new fire alarm devices, sprinklers, emergency lighting, and sealing of the penetrations to be installed. Additionally, the existing doors and frames that connect the South Wing Stair to the majority of the North Wing, and the South Wing Stair to the office space to the west, will need to be replaced as it was not observed to have fire rated doors and frames.

Final Recommendation: Install new full height fire resistance rated partitions, doors, and frames with new sprinklers, emergency lighting, exit signage, and smoke detectors to enclose South Wing Stair. Apply code provision of 5:23-6.33 (b) 9, to the North Wing Stair and appeal the cited Fire Code Violation.



Second Floor Plan Diagram – Proprietary House
Recommendations Highlighted in Red

Fire Code Violation No. 4025846

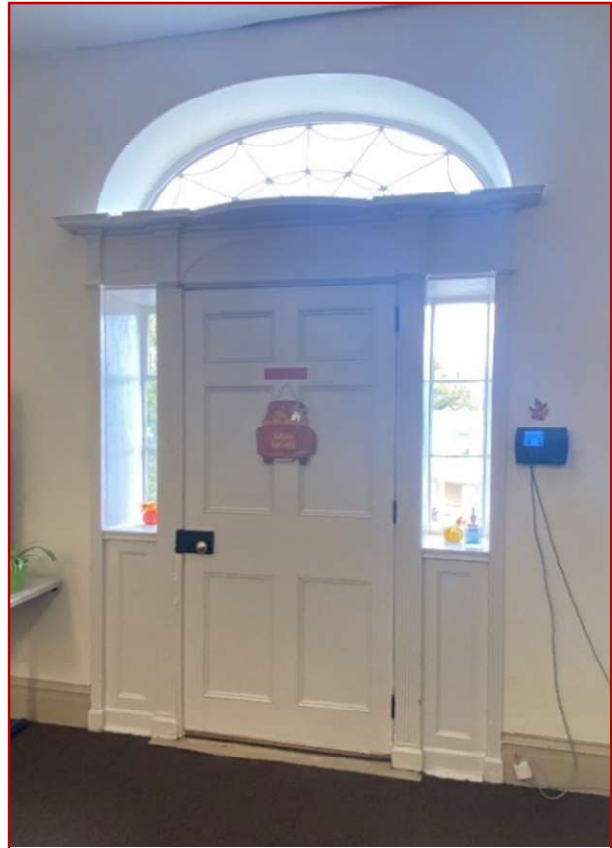
In accordance with this violation, the office spaces in the South Wing are required to have a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet. As mentioned in the Observations / Analysis, this space is not required to have a second exit access doorway in accordance with the **IBC 2018** as the travel distance is less than 75 feet to an exit, and the occupant load is less than 50. The single compliant exit can be the South Wing Stair. It is our recommendation that no action be taken, and this violation be appealed.

Final Recommendation: Appeal Fire Code Violation No. 4025846 as the space is compliant with the current IBC and UFC

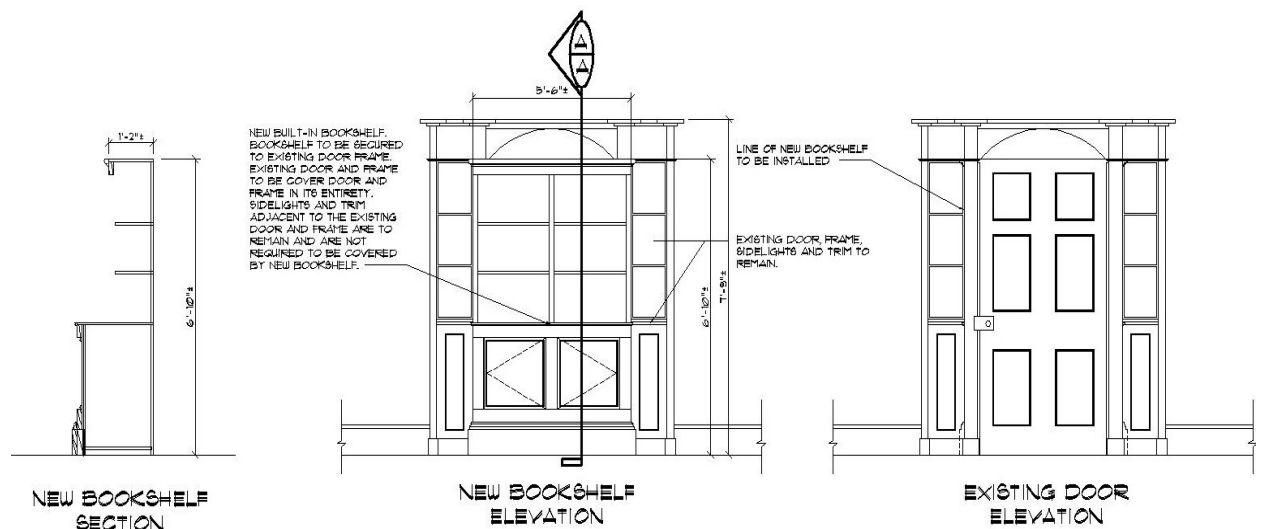
Fire Code Violation No. 4025881

This violation can be resolved with minimal impact to the existing door and frame that is classified as a historical character defining feature No. 11. It is recommended that this opening be concealed with a non-moveable entity that will prohibit the use of the door. Based on conversations with the Fire Marshal during previous site visits, an opaque component to cover this area would be ideal. This entity can be a built-in bookshelf that is anchored to the existing door frame, or a new partition that covers the entirety of the opening.

Final Recommendation: Cover the existing door, frame, sidelights, and transom in its entirety.



Second Floor Door, Frame, and Sidelights Recommended to be Covered



Example Drawings of New Built-in Bookshelf

Third Floor

Fire Code Violation No. 4025843 / 4025851

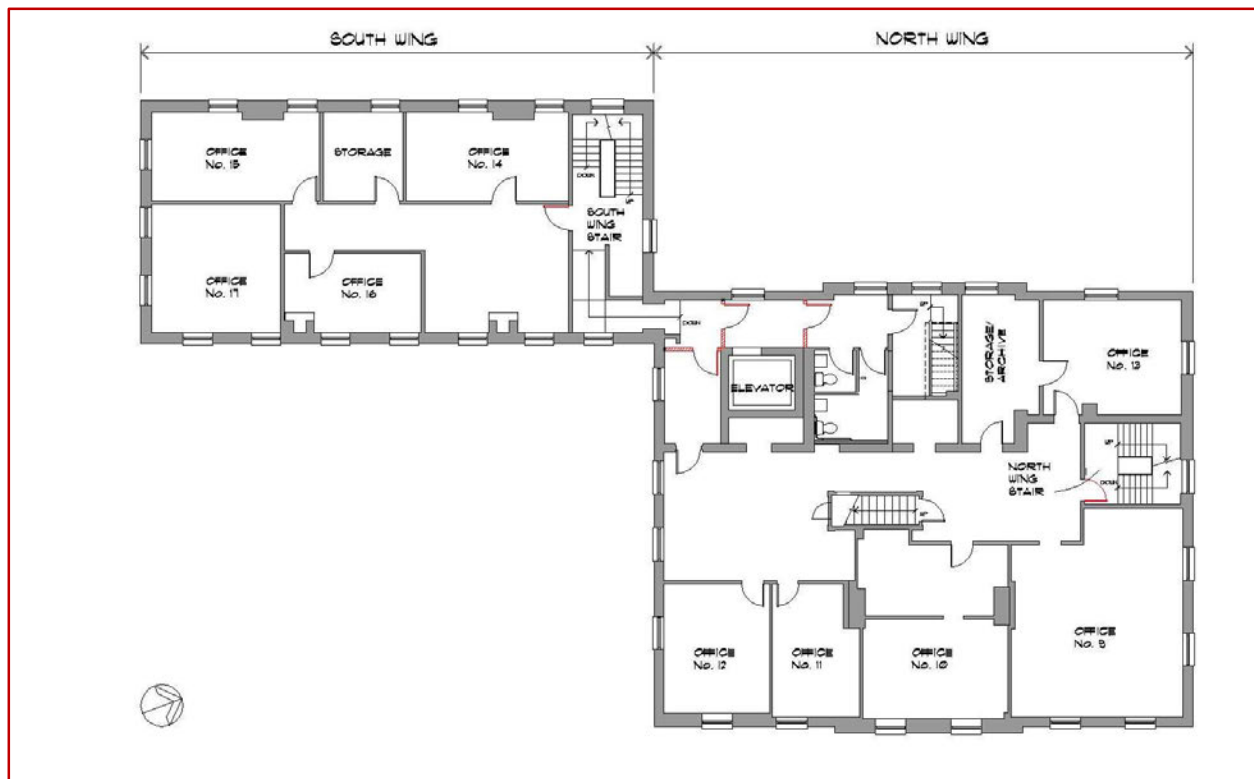
The solution at the South Wing Stair on the Third Floor is identical to the South Wing Stair on the Second Floor. To enclose the South Wing Stair, new fire rated partitions need to be installed from floor to ceiling. The ideal locations of the new partitions, doors, frames, and hardware is next to the Elevator due to the existing ramp down to the South Wing Stair. The separation of these spaces will require new fire alarms, sprinklers, emergency lighting, and sealing of new penetrations to be installed. The door to the North Wing Stair and the door between the South Wing Stair and the west offices were not observed to have a fire rating during the site visit on 10/20/20. To properly enclose this stairs, the existing doors, frames and hardware are required to be replaced with a fire rated doors and frames with code compliant hardware.

Final Recommendation: Install new full height fire resistance rated partitions, doors, and frames with new sprinklers, emergency lighting, exit signage, and smoke detectors to enclose South Wing Stair. Replace door, frame and hardware at North Wing Stair with a fire rated door and frame with code compliant hardware.

Fire Code Violation No. 4025847

In accordance with this violation, the office spaces in the South Wing are required to have a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet. As mentioned in the Observations / Analysis, this space is not required to have a second exit access doorway in accordance with the **IBC 2018** as the travel distance is less than 75 feet to an exit, and the occupant load is less than 50. The single code compliant exit can be the South Wing Stair. It is our recommendation that no action be taken, and this violation be appealed.

Final Recommendation: Appeal Fire Violation No. 4025847 as the space is compliant with the current IBC and UFC.



Third Floor Plan Diagram – Proprietary House
Recommendations Highlighted in Red

Fourth Floor

Fire Code Violation No. 4025848

This Fire Code Violation states that the North Wing Fourth Floor is required to have a minimum of two means of egress. If the Second Floor is atmospherically closed to the Third Floor, in accordance with *IBC* Section 1017.3, either of the two stairs connecting the Third and Fourth Floors can be considered part of the exit access. This allows the South Wing Third Floor Stair to be considered an exit from the Fourth Floor North Wing. The exit travel distance is less than 200'-0", which is compliant with the *IBC* 2018, while providing a second means to correct the issued Fire Code Violation. It is advised that the stair on the west of the North Wing be utilized as an exit access stair, as it provides the more direct route to the South Wing Stair. The existing door at the base of this stair on the Third Floor will be required to have a passage function latch set to freely allow travel from the space.

Final Recommendation: Enclose each stairway on the Third Floor. This allows the west stair on the Fourth Floor to be utilized as part of the means of egress for this floor level. Install new exit signage and emergency lighting to direct occupant circulation in case of emergency.

The South Wing of the Fourth Floor only has one exit. The *IBC* 2018 does not permit occupancy of any story above the Third Floor with one exit. If no occupants are permitted into this space, and access is not possible without authorized access, an appeal may be made to allow this section of the building to have a single exit. If it is determined that the space must have a second means of egress, a new fire escape can be constructed on the south facade that descends to the existing stair landing on the First Floor. To access the new fire escape, the existing middle window on the South Façade will be required to be removed, as well as, a portion of the exterior wall to accommodate a new door and frame. If this option is installed, it can be connected to the second and third floor levels to abate other Fire Code Violations if appeals are denied. A new pull station, a horn/strobe, and battery powered exit signs would need to be added at the exit to the new fire escape. Additionally, the existing window between the Fourth Floor Attic and the South Wing Stair should be removed and infilled with a fire rated partition.

Final Recommendation: As it may be unlikely an exception may be made; it is recommended that a fire escape staircase be installed on the south façade to connect into the existing landing on the first floor, and the existing window be infilled in the south stair. Proposed fire escape to comply with applicable codes and FTO-3. (Refer to Appendix "D")

Fire Code Violation No. 4025843 / 4025851

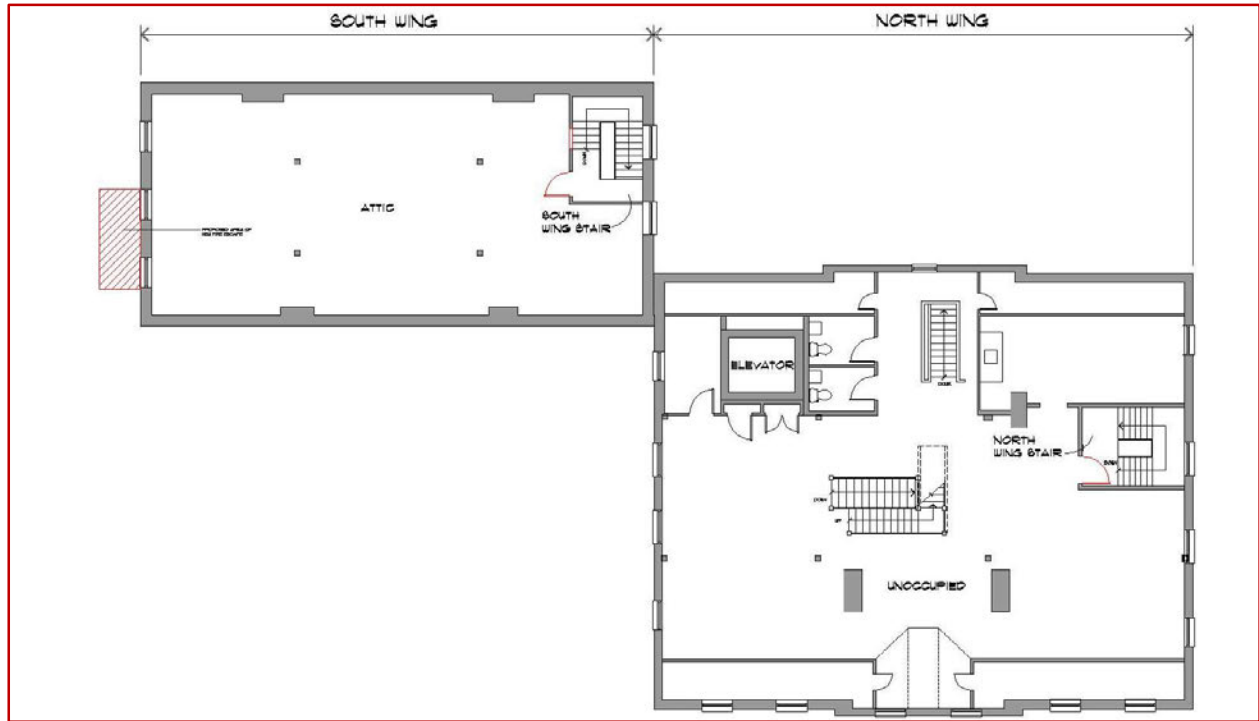
To properly enclose the North Wing Stair at this level, the existing door, frame, and hardware are to be removed, and a new fire rated door and frame with Code compliant hardware is required to be installed.

Fire Code Violation No. 4025873

The entrance to the Fourth Floor Attic space in the South Wing is locked with a padlock. This creates a safety hazard because an occupant can be locked within the space, unable to use the primary means of egress. To correct this Fire Code Violation, it is recommended the padlock be removed, and a new storage room lock function lockset be installed in the existing door.

Fire Code Violation No. 4025849

This Fire Code Violation states that a handrail between the Third and Fourth Floors is currently loose. It does not state which stair this Fire Code Violation applies to. During the 10/20/20 site visit, the South Wing Stair and North Wing Stair handrails appeared to be secure at the Third and Fourth Floors. It is possible that this Fire Code Violation was corrected prior to the site visit, as other various repairs have been made to the building in that time. The handrail in the North Wing Stair from the Third Floor to the Fourth Floor appears to be new. It is recommended that no action be taken as the repairs are completed.



Fourth Floor Plan Diagram – Proprietary House
Recommendations Highlighted in Red

Fire Detection System:

Fire Code Violation No. 4025874 / 4025875

The State Park Service should provide a copy of Fire Inspector's annual Inspection listing any deficiencies and have their fire detection system Contractor perform all work and correct any deficiencies noted on the Fire Code Violations.

The Client should have the fire alarm company provide annual required testing and inspection reports of the fire alarm system. The State Park Service should have the fire alarm company repair and/or replace defective devices and parts that are noted in the inspection report and provide an updated annual inspection report after all repairs have been made. The State Park Service should keep copies of all test reports and annual inspection reports showing system has been tested and that all repairs that were required have been corrected, and that the system is fully operational.

Any fire alarm system parts and smoke detectors, heat detectors, etc. that fail when tested are to be removed and new replacement components installed.

These actions are to be completed by the State Park Service to comply with the Fire Code Violations.

It is recommended to relocate existing and add new smoke detectors and notification devices such as horns, strobes, and horn/strobes as required to enclose the Elevator, North Wing Stair, and South Wing Stair in the Basement, First, Second and Third floors.

Fire Protection System:

The relocation of existing and installation of new sprinklers will be required when enclosing the Elevator, North Wing Stair, and South Wing Stair in the Basement, First, Second, and Third floors.

The provision of one additional sprinkler head in each storage room in the South Wing Basement to provide required sprinkler coverage in the two rooms is recommended. The relocation of one sprinkler and the addition of one new sprinkler will be required due to the addition of a new partition and door in South Wing Stair First Floor landing.

To abate **Fire Code Violation No. 4025861** new escutcheon covers will be required to be installed to replace the existing painted escutcheons and missing escutcheon covers on recessed sprinklers in the hallway and Display Room No. 5 on the first floor North Wing. This work should be completed by State Park Service maintenance personnel.

It is required to replace the painted sprinklers with new sprinklers on third floor to correct **Fire Code Violation No. 4025868**. This work should be completed by State Park Service maintenance personnel.

The State Park Service is required to provide a copy of the Fire Inspector's annual inspection listing any deficiencies and have a fire detection system Contractor perform all work and correct any deficiencies noted on the Fire Code Violations.

The State Park Service is required to have their fire protection sprinkler company provide the annual testing and inspection of the fire protection system and provide copies of the inspection report to the Fire Marshal to abate **Fire Code Violation No. 4025876**. The State Park Service should have the fire protection sprinkler company repair and or replace defective devices and parts noted in the inspection report and provide updated annual inspection report after all repairs have been made. The State Park Service should keep copies of all test reports and annual inspection reports showing system has been tested, repaired, and is fully operational. The State Park Service should maintain a copy of all test reports and repairs on file in the building where the Fire Inspector can review them when performing his annual inspections. Replace any sprinkler heads, flow switches, sprinkler system components that are defective, or fail when tested, to correct **Fire Code Violation No. 4025877**

Emergency Lighting Equipment and Exit Signs:

All emergency light and exit signs recommended herein are equipped with battery backup or are fed from another emergency battery unit. The following items are recommended to be replaced:

- The existing emergency light in First Floor Display Room No. 5 with new LED emergency light
- The existing emergency lighting unit and the exit sign with new LED units in the First Floor Hallway in the North Wing to correct **Fire Code Violation No. 4025863**. This work should be completed by State Park Service maintenance personnel.
- South Wing Stair Third Floor emergency lighting unit with new LED Emergency lighting unit to correct **Fire Code Violation No. 4025865**. This work should be completed by State Park Service maintenance personnel.
- Existing emergency lighting unit with a new LED unit in the North Wing Stair on the Third Floor to provide emergency lighting to correct **Fire Code Violation No. 4025872**
- Existing sign at the top of west stair on the Fourth Floor to be replaced with new LED exit sign with 2-LED emergency light heads

New units are recommended to be installed as follows:

- New LED exit sign with 2-emergency LED light heads on the Fourth Floor for the North Wing Stair door to correct **Fire Code Violation No. 4025872**
- New emergency lighting unit in North Wing Stair between the fourth and third floors.
- New LED emergency light unit with 2 heads in the stairway at the Third Floor level to abate **Fire Code Violation No. 4025852**
- New emergency lighting units and exit signs that will be required when enclosing the Elevator, North Wing Stair, and South Wing Stair on the Basement, First, Second and Third Floors.
- Emergency egress lighting to provide lighting for the ramp on the west wall that provides egress from the South Wing north wall exit door up to grade. The battery power for the emergency light battery units and emergency slight fixtures should be connected the unswitched side of the same circuit that feeds the west wall normal lighting fixtures that illuminate the ramp.

The emergency lighting units and exit signs that are noted as defective in the Fire Code Violations should be replaced at once to abate the deficiencies listed in the report. Any current defective emergency light, emergency battery unit, and exit sign is recommended to be replaced with a new LED model to correct existing deficiencies. New LED light fixtures use less power and require smaller batteries than existing units and replacement parts and labor to fix the existing units will be equal to, or higher quality than replacing the existing devices in kind. These units should be tested yearly and any repairs be made prior to the Fire Inspector's annual inspection.

Exterior Building Egress Lighting – Normal Electric Utility Powered:

Although it is not listed in the Fire Code Violations, there are no normally powered lights on the outside of exit egress from the building. It is recommended that additional exterior light fixtures be installed on the building exterior to illuminate the exit path at each exit door, exit stair, and path away from the building when the building is occupied at night to comply with Section 1008 Means of Egress Illumination of the **IBC**

Adding normal power egress lighting on the building exterior at these locations is recommended:

- North Wing First Floor east wall.
- North Wing First Floor west egress door and lighting for the stairs.
- South Wing Basement north wall egress door.
- South Wing Basement west wall two egress doors.

Interior Light Fixtures:

The existing wall sconces are to be replaced with LED fixtures which have more lumen output and longer life spans, required less maintenance, and save energy. The wall sconces in the building are installed in exit paths including halls, corridors, and stairs. The wall sconces in hallways and corridors should be plain frosted glass with minimum trim to blend into the wall and are to be securely mounted to the backbox and wall. The lighting fixtures in stairs are recommended to be sconces that are the same as in corridors in the South Wing Stair or may be high-low illumination LED based on occupancy with built in sensors. Fixtures in the North Wing Stair tower to be 2' wide LED high low with built in sensors.

Due to the newly enclosed elevator lobbies, and partitions in the Basement, First, Second, and Third floors, changes to existing lighting, including new light fixtures and switches, will be required. The existing fixtures will not be able to adequately light each space once new partitions have been installed. This will include adding a new light fixture the following locations:

- In the South Wing First Floor landing
- North Wing between the Hallway and North Wing Stair on First Floor.
- Between the Fourth and Third Floors in the west stair.

Electrical Wiring, Branch Circuits, and Identification:

Electrical identification will be required to remediate **Fire Code Violation No 4025882 / 4025883 / 4025884**. New signs should be installed on doors to Electrical Rooms on First, Second, and Third floors. Tracing and identifying what is connected to each circuit breaker, so that a typed circuit directory that identifies what is fed by each circuit breaker can be provided, is also recommended. The circuit directory should be updated and installed in each panelboard. Identify what is connected to each disconnect switch, label the disconnect switch to identify what it serves. This work should be completed by State Park Service maintenance personnel.

Fire Code Violation No. 4025856 / 4025857 / 4025858 / 4025870 are for extension cords that are not be used properly and create a fire hazard. It is recommended that the existing circuits be extended using fixed wires in surface raceway from an existing receptacle to a new receptacle. Then equipment cords can plug into the new receptacle and the extension cords can be eliminated. Care should be taken not to overload existing circuits. In some cases, additional branch circuits from the electrical panels to new receptacles will be required to power more, or special equipment such as a printer, now or in the future. This work should be completed by State Park Service maintenance personnel.

CONCLUSION

To correct the Fire Code Violations listed, the primary objective is to enclose the North Wing and South Wing stairways. This can be accomplished by constructing new fire rated partitions, doors, and frames with the proper hardware and penetration sealants. By altering the configuration of space, new emergency lighting, light fixtures, exit signs, smoke detectors, and sprinklers need to be added. In the areas where historical character defining features may be impacted, the solution that minimally impacts the features while providing the necessary fire rating or space separation is recommended. This may consist of an intumescent to the existing doors and frames in the building.

A new stair or emergency fire escape is required to be installed at the South Wing south façade to provide a second means of egress from the Fourth Floor South Wing. It is highly recommended that all solutions proposed be discussed and approved by the SPHO, the Fire Marshal, and the Fire Safety Division of the DCA prior to any alterations to the building.

The total cost to abate the Fire Code Violations, based on the recommended options, is approximately \$311,498. Allowing for approximately 3% cost escalation per year, the projected cost for construction in 2022 is \$320,843.

CONSTRUCTION COST ESTIMATES

Detailed construction cost estimates are presented in **Appendix "A"**

APPENDIX "A"

COST ESTIMATE

CONSTRUCTION COST ESTIMATE

**CONSTRUCTION COST ESTIMATE
ABATEMENT OF FIRE CODE VIOLATIONS
PROPRIETARY HOUSE
PERTH AMBOY, UNION COUNTY, NEW JERSEY
07/06/21**

SUMMARY OF CONSTRUCTION COSTS TOTALS

VERTICAL OPENING ENCLOSURES	\$242,041.31
SECOND MEANS OF EGRESS	\$77,238.54
SECOND FLOOR DOOR ENCLOSURE	\$5,801.35
TOTAL CONSTRUCTION COST - RECOMMENDED WORK	\$325,081.20
PROVIDE FULL BUILDING SPRINKLER COVERAGE	\$158,821.29

**CONSTRUCTION COST ESTIMATE
 PROPRIETARY HOUSE
 PERTH AMBOY, UNION COUNTY, NEW JERSEY
 VERTICAL OPENING ENCLOSURES
 07/06/21**

ITEM	QUAN.	UNIT AMOUNT		LABOR	TOTAL
		LABOR	TOTAL		
GENERAL REQUIREMENTS (DIVISION 1)					
GENERAL REQUIREMENTS					
MOBILIZATION /L.S.	1.00	\$0.00	\$500.00	\$0.00	\$500.00
DEMOBILIZATION /L.S.	1.00	\$0.00	\$500.00	\$0.00	\$500.00
DUMPSTER /EACH	1.00	\$0.00	\$900.00	\$0.00	\$900.00
DEMOLITION (DIVISION 2)					
DEMOLITION					
REMOVE DOOR AND FRAME /EACH	6.00	\$225.00	\$300.00	\$1,350.00	\$1,800.00
REMOVE HARDWARE /EACH	6.00	\$206.00	\$320.00	\$1,236.00	\$1,920.00
INCREASE FOR SMALL AREA /L.S.	1.00	\$520.00	\$600.00	\$520.00	\$600.00
AREA ADJUSTMENT DIVISION 2		5.6%	4.3%	\$173.94	\$185.76
WOOD, PLASTIC AND COMPOSITES (DIVISION 6)					
WOOD, PLASTIC AND COMPOSITES					
NEW PARTITIONS /L.F.	40.00	\$6.90	\$14.65	\$276.00	\$586.00
CARPENTRY CREW /DAY	2.00	\$100.00	\$125.00	\$200.00	\$400.00
AREA ADJUSTMENT DIVISION 6		50.2%	34.3%	\$238.95	\$338.20
OPENINGS (DIVISION 8)					
OPENINGS					
NEW WOOD FIRE DOOR /EACH	17.00	\$63.50	\$450.00	\$1,079.50	\$7,650.00
NEW FRAME /EACH	17.00	\$51.50	\$350.00	\$875.50	\$5,950.00
NEW DOOR CLOSER /EACH	17.00	\$69.00	\$450.00	\$1,173.00	\$7,650.00
NEW DOOR HINGES /PAIR	25.00	\$66.50	\$85.00	\$1,662.50	\$2,125.00
NEW LATCHSET /EACH	17.00	\$41.50	\$300.00	\$705.50	\$5,100.00
NEW WALL BUMPER /EACH	10.00	\$25.00	\$65.00	\$250.00	\$650.00
NEW THRESHOLD /EACH	10.00	\$30.00	\$70.00	\$300.00	\$700.00
AREA ADJUSTMENT DIVISION 8		45.7%	5.9%	\$2,763.02	\$1,759.68

FINISHES (DIVISION 9)

FINISHES

NEW GYPSUM BOARD /S.F.	450.00	\$1.50	\$3.00	\$675.00	\$1,350.00
PAINT GYPSUM /S.F.	450.00	\$1.83	\$3.89	\$823.50	\$1,750.50
NEW BASE TRIM /L.F.	80.00	\$1.50	\$2.50	\$120.00	\$200.00
PAINT DOORS /EACH	17.00	\$100.00	\$180.00	\$1,700.00	\$3,060.00
INTUMESCENT COATING /DOOR	3.00	\$300.00	\$380.00	\$900.00	\$1,140.00

AREA ADJUSTMENT DIVISION 9		57.7%	25.9%	\$1,914.77	\$1,942.63
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CONTINGENCY		20.0%	20.0%	\$3,787.44	\$9,751.55
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SUB TOTAL GENERAL CONSTRUCTION

\$58,509.32

TOTAL LABOR	\$22,724.62				
LABOR ADJUSTMENT FACTOR	16.00%				
LABOR ADJUSTMENT AMOUNT					\$3,635.94
SUBTOTAL					\$62,145.25
OVERHEAD	15.00%				\$9,321.79
PROFIT	10.00%				\$6,214.53
GENERAL CONSTRUCTION TOTAL					\$81,317.51

FIRE PROTECTION (DIVISION 21)

FIRE PROTECTION

MOBILIZATION & DEMOBILIZATION /L.S.	1.00	\$1,000.00	\$1,200.00	\$1,000.00	\$1,200.00
SHOP DWGS & CALCULATIONS /L.S.	1.00	\$1,500.00	\$1,700.00	\$1,500.00	\$1,700.00
REPLACE SPRINKLERS /EACH	1.00	\$240.00	\$270.00	\$240.00	\$270.00
REPLACE COVERS ON SPRINKLER /EACH	7.00	\$120.00	\$140.00	\$840.00	\$980.00
NEW SPRINKLER /EACH	5.00	\$240.00	\$270.00	\$1,200.00	\$1,350.00
T-TAP FITTINGS /EACH	2.00	\$240.00	\$320.00	\$480.00	\$640.00
SPRINKLER PIPE 1" /L.F.	20.00	\$10.50	\$18.00	\$210.00	\$360.00
DRAIN & FILL SYSTEM /HOUR	24.00	\$120.00	\$120.00	\$2,880.00	\$2,880.00

CONTINGENCY		30.0%	30.0%	\$2,505.00	\$2,814.00
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AREA ADJUSTMENT DIVISION 21		38.3%	15.5%	\$4,157.47	\$1,890.07
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SUB TOTAL SPRINKLER FIRE PROTECTION

\$14,084.07

TOTAL LABOR	\$15,012.47				
LABOR ADJUSTMENT FACTOR	4.00%				
LABOR ADJUSTMENT AMOUNT					\$600.50
SUBTOTAL					\$14,684.57
OVERHEAD	15.00%				\$2,202.69
PROFIT	10.00%				\$1,468.46
SPRINKLER FIRE PROTECTION TOTAL					\$18,956.21

ELECTRICAL (DIVISION 26)

MOBILIZATION-DEMobilIZATION /L.S.	1.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
WALL LIGHTS - NORTH STAIR R /EACH	8.00	\$120.00	\$310.00	\$960.00	\$2,480.00
WALL LIGHTS - SOUTH STAIR R /EACH	8.00	\$120.00	\$310.00	\$960.00	\$2,480.00
WALL LIGHTS - 3/4 WEST STAIR N /EACH	1.00	\$360.00	\$500.00	\$360.00	\$500.00
NEW CLG LIGHT FIXTURES /EACH	2.00	\$360.00	\$500.00	\$720.00	\$1,000.00
CORRIDOR SCONCES R /EACH	22.00	\$120.00	\$240.00	\$2,640.00	\$5,280.00
EXTERIOR LIGHTS /EACH	5.00	\$120.00	\$240.00	\$600.00	\$1,200.00
NEW LIGHT SWITCHES /EACH	10.00	\$120.00	\$180.00	\$1,200.00	\$1,800.00
BRANCH CIRCUIT WIRING /L.F.	200.00	\$3.00	\$4.40	\$600.00	\$880.00
EMG EBU 2-HEAD LIGHTS R /EACH	8.00	\$120.00	\$170.00	\$960.00	\$1,360.00
EMG EBU 2-HEAD LIGHTS NEW /EACH	10.00	\$360.00	\$600.00	\$3,600.00	\$6,000.00
EMG 2-HEAD EXT LIGHTS NEW /EACH	1.00	\$360.00	\$600.00	\$360.00	\$600.00
EXIT SIGNS - R /EACH	10.00	\$120.00	\$170.00	\$1,200.00	\$1,700.00
NEW EXIT SIGNS W 2 HEADS /EACH	7.00	\$120.00	\$210.00	\$840.00	\$1,470.00
NEW EXIT SIGNS /EACH	12.00	\$360.00	\$500.00	\$4,320.00	\$6,000.00
NEW RECEPTACLE - WM /EACH	10.00	\$240.00	\$290.00	\$2,400.00	\$2,900.00
EX RECEPTACLE - WM BOX /EACH	20.00	\$60.00	\$80.00	\$1,200.00	\$1,600.00
SURFACE RACEWAY /L.F.	200.00	\$2.00	\$4.00	\$400.00	\$800.00
WIRING FOR NEW RECEPTACLES /L.F.	200.00	\$3.00	\$4.40	\$600.00	\$880.00
NEW SMOKE DETECTORS /EACH	4.00	\$240.00	\$540.00	\$960.00	\$2,160.00
SURFACE RACEWAY /L.F.	50.00	\$2.00	\$4.00	\$100.00	\$200.00
FIRE ALARM CABLE /L.F.	100.00	\$2.00	\$4.00	\$200.00	\$400.00
PROGRAM NEW SMOKE DET /HOURS	8.00	\$120.00	\$120.00	\$960.00	\$960.00
CO DETECTORS /EACH	50.00	\$120.00	\$220.00	\$6,000.00	\$11,000.00
CIRCUITS FOR CO DETECTORS /L.S.	20.00	\$240.00	\$400.00	\$4,800.00	\$8,000.00
MISC. ELECTRICAL WORK /L.S.	1.00	\$3,000.00	\$4,500.00	\$3,000.00	\$4,500.00
CONTINGENCY		30.0%	30.0%	\$12,582.00	\$20,445.00
AREA ADJUSTMENT DIVISION 26		42.5%	21.7%	\$23,171.85	\$19,225.12

SUB TOTAL ELECTRICAL				\$107,820.12
TOTAL LABOR			\$77,693.85	
LABOR ADJUSTMENT FACTOR			4.00%	
LABOR ADJUSTMENT AMOUNT				\$3,107.75
SUBTOTAL				\$110,927.87
OVERHEAD			15.00%	\$16,639.18
PROFIT			10.00%	\$11,092.79
ELECTRICAL TOTAL				\$141,767.59
GENERAL CONSTRUCTION TOTAL				\$81,317.51
SPRINKLER FIRE PROTECTION TOTAL				\$18,956.21
ELECTRICAL TOTAL				\$141,767.59
CONSTRUCTION TOTAL -				
VERTICAL OPENING ENCLOSURES				\$242,041.31

**CONSTRUCTION COST ESTIMATE
 PROPRIETARY HOUSE
 PERTH AMBOY, UNION COUNTY, NEW JERSEY
 SOUTH WING FOURTH FLOOR SECOND MEANS OF EGRESS
 07/06/21**

ITEM	QUAN.	UNIT AMOUNT		LABOR	TOTAL
		LABOR	TOTAL		
GENERAL REQUIREMENTS (DIVISION 1)					
GENERAL REQUIREMENTS					
MOBILIZATION /L.S.	1.00	\$0.00	\$300.00	\$0.00	\$300.00
DEMOBILIZATION /L.S.	1.00	\$0.00	\$300.00	\$0.00	\$300.00
DEMOLITION (DIVISION 2)					
DEMOLITION					
REMOVE EXISTING WINDOW /EACH	1.00	\$200.00	\$250.00	\$200.00	\$250.00
REMOVE EXTERIOR WALL /L.S.	1.00	\$800.00	\$1,000.00	\$800.00	\$1,000.00
AREA ADJUSTMENT DIVISION 2		5.6%	4.3%	\$56.00	\$53.75
METALS (DIVISION 5)					
METALS					
NEW METAL FIRE ESCAPE /STORY	4.00	\$3,000.00	\$6,000.00	\$12,000.00	\$24,000.00
AREA ADJUSTMENT DIVISION 5		19.6%	1.1%	\$2,352.00	\$264.00
CONTINGENCY		20.0%	20.0%	\$3,081.60	\$5,233.55
SUB TOTAL GENERAL CONSTRUCTION					\$31,401.30
TOTAL LABOR				\$18,489.60	
LABOR ADJUSTMENT FACTOR				16.00%	
LABOR ADJUSTMENT AMOUNT					\$2,958.34
SUBTOTAL					\$34,359.64
OVERHEAD				15.00%	\$5,153.95
PROFIT				10.00%	\$3,435.96
GENERAL CONSTRUCTION TOTAL					\$45,907.88

ELECTRICAL (DIVISION 26)

ELECTRICAL

MOBILIZATION-DEMobilIZATION / LS	1.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
EXTERIOR LIGHTS / EA	3.00	\$120.00	\$240.00	\$360.00	\$720.00
NEW LIGHT SWITCHES / EA	3.00	\$120.00	\$180.00	\$360.00	\$540.00
BRANCH CIRCUIT WIRING / LF	200.00	\$3.00	\$4.40	\$600.00	\$880.00
3/4' CONDUIT	200.00	\$4.18	\$6.08	\$836.00	\$1,216.00
1/2' CONDUIT	200.00	\$3.70	\$4.88	\$740.00	\$976.00
EMG BATTERY UNIT / EA	3.00	\$240.00	\$340.00	\$720.00	\$1,020.00
EMG 2-HEAD EXT LIGHTS NEW / EA	3.00	\$360.00	\$600.00	\$1,080.00	\$1,800.00
NEW EXIT SIGNS W 2 HEADS / EA	3.00	\$120.00	\$210.00	\$360.00	\$630.00
NEW FIRE PULL STATIONS / EA	3.00	\$240.00	\$540.00	\$720.00	\$1,620.00
NEW HORN / STROBE / EA	4.00	\$240.00	\$540.00	\$960.00	\$2,160.00
SURFACE RACEWAY / LF	60.00	\$2.00	\$4.00	\$120.00	\$240.00
FIRE ALARM CABLE / LF	200.00	\$2.00	\$4.00	\$400.00	\$800.00
PROGRAMMING NEW PULL STATIONS /HRS	2.00	\$120.00	\$120.00	\$240.00	\$240.00
MISC. ELECTRICAL WORK /L.S.	1.00	\$1,000.00	\$1,200.00	\$1,000.00	\$1,200.00
CONTINGENCY		30.0%	30.0%	\$2,848.80	\$4,512.60
AREA ADJUSTMENT DIVISION 26		42.5%	21.7%	\$5,246.54	\$4,243.35

SUB TOTAL ELECTRICAL		\$23,797.95
TOTAL LABOR	\$17,591.34	
LABOR ADJUSTMENT FACTOR	4.00%	
LABOR ADJUSTMENT AMOUNT		\$703.65
SUBTOTAL		\$24,501.60
OVERHEAD	15.00%	\$3,675.24
PROFIT	10.00%	\$2,450.16
ELECTRICAL TOTAL		\$31,330.66

GENERAL CONSTRUCTION TOTAL	\$45,907.88
ELECTRICAL TOTAL	\$31,330.66

CONSTRUCTION TOTAL - SOUTH WING FOURTH FLOOR SECOND MEANS OF EGRESS	\$77,238.54
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**CONSTRUCTION COST ESTIMATE
 PROPRIETARY HOUSE
 PERTH AMBOY, UNION COUNTY, NEW JERSEY
 SECOND FLOOR DOOR ENCLOSURE
 07/06/21**

ITEM	QUAN.	UNIT AMOUNT		LABOR	TOTAL	LABOR	TOTAL
GENERAL REQUIREMENTS (DIVISION 1)							
GENERAL REQUIREMENTS							
MOBILIZATION /L.S.	1.00	\$0.00	\$200.00	\$0.00		\$0.00	\$200.00
DEMOBILIZATION /L.S.	1.00	\$0.00	\$200.00	\$0.00		\$0.00	\$200.00
FURNISHINGS (DIVISION 12)							
FURNISHINGS							
NEW BUILT-IN BOOKSHELF /L.S.	1.00	\$1,500.00	\$2,250.00	\$1,500.00		\$1,500.00	\$2,250.00
AREA ADJUSTMENT DIVISION 2		33.6%	7.4%	\$504.00			\$166.50
FINISHES (DIVISION 9)							
FINISHES							
PAINT BOOKSHELF /L.S.	1.00	\$400.00	\$500.00	\$400.00		\$400.00	\$500.00
AREA ADJUSTMENT DIVISION 9		57.7%	25.9%	\$230.80			\$129.50
CONTINGENCY		20.0%	20.0%	\$526.96			\$689.20
SUB TOTAL GENERAL CONSTRUCTION							\$4,135.20
TOTAL LABOR							\$3,161.76
LABOR ADJUSTMENT FACTOR							16.00%
LABOR ADJUSTMENT AMOUNT							\$505.88
SUBTOTAL							\$4,641.08
OVERHEAD							15.00% \$696.16
PROFIT							10.00% \$464.11
GENERAL CONSTRUCTION TOTAL							
SECOND FLOOR DOOR ENCLOSURE							\$5,801.35

**CONSTRUCTION COST ESTIMATE
 PROPRIETARY HOUSE
 PERTH AMBOY, UNION COUNTY, NEW JERSEY
 FULLY SPRINKLER THE BUILDING
 07/06/21**

ITEM	QUAN.	UNIT AMOUNT		LABOR	TOTAL	LABOR	TOTAL
		LABOR	TOTAL				
FIRE PROTECTION (DIVISION 21)							
FIRE PROTECTION							
MOBILIZATION & DEMOBILIZATION /L.S.	1.00	\$500.00	\$500.00	\$500.00			\$500.00
SHOP DWGS & CALCULATIONS /L.S.	1.00	\$12,000.00	\$12,000.00	\$12,000.00			\$12,000.00
REPLACE SPRINKLERS /EACH	2.00	\$240.00	\$270.00	\$480.00			\$540.00
NEW SPRINKLER /EACH	40.00	\$700.00	\$1,100.00	\$28,000.00			\$44,000.00
NEW FREEZE PROOF SPRINKLER /EACH	4.00	\$800.00	\$1,200.00	\$3,200.00			\$4,800.00
ZONE VALVE /EACH	2.00	\$800.00	\$1,200.00	\$1,600.00			\$2,400.00
ZONE FLOW VALVE /EACH	2.00	\$800.00	\$1,200.00	\$1,600.00			\$2,400.00
PREACTION VALVE & DRY HEAD /EACH	1.00	\$800.00	\$1,600.00	\$800.00			\$1,600.00
DRAIN & FILL SYSTEM /HOUR	32.00	\$120.00	\$120.00	\$3,840.00			\$3,840.00
MISC. SPINKLER WORK /L.S.	1.00	\$8,000.00	\$10,000.00	\$8,000.00			\$10,000.00
CONTINGENCY		20.0%	20.0%	\$12,004.00			\$16,416.00
AREA ADJUSTMENT DIVISION 21		38.3%	15.5%	\$27,585.19			\$15,266.88
							SUB TOTAL SPRINKLER FIRE PROTECTION
							\$113,762.88
							TOTAL LABOR
						\$99,609.19	
						LABOR ADJUSTMENT FACTOR	4.00%
						LABOR ADJUSTMENT AMOUNT	\$3,984.37
						SUBTOTAL	\$117,747.25
						OVERHEAD	15.00%
						PROFIT	10.00%
						SPRINKLER FIRE PROTECTION TOTAL	\$151,168.43

ELECTRICAL (DIVISION 26)

ELECTRICAL

MOBILIZATION-DEMobilIZATION / L.S.	1.00	\$500.00	\$500.00	\$500.00	\$500.00
BRANCH CIRCUIT WIRING /L.F.	100.00	\$3.00	\$4.40	\$300.00	\$440.00
1/2' CONDUIT /L.F.	100.00	\$3.70	\$4.88	\$370.00	\$488.00
NEW SMOKE DETECTORS /EACH	1.00	\$240.00	\$540.00	\$240.00	\$540.00
SURFACE RACEWAY /L.F.	50.00	\$2.00	\$4.00	\$100.00	\$200.00
FIRE ALARM CABLE /L.F.	100.00	\$2.00	\$4.00	\$200.00	\$400.00
WIRING PREACTION VALVE /EACH	2.00	\$120.00	\$200.00	\$240.00	\$400.00
PROGRAM NEW SPREACTION /HOUR	4.00	\$120.00	\$120.00	\$480.00	\$480.00
MISC. ELECTRICAL WORK /L.S.	1.00	\$200.00	\$200.00	\$200.00	\$200.00
CONTINGENCY		30.0%	30.0%	\$789.00	\$1,094.40
AREA ADJUSTMENT DIVISION 26		42.5%	21.7%	\$1,453.08	\$1,029.10

SUB TOTAL ELECTRICAL				\$5,771.50
TOTAL LABOR			\$4,872.08	
LABOR ADJUSTMENT FACTOR			4.00%	
LABOR ADJUSTMENT AMOUNT				\$194.88
SUBTOTAL				\$5,966.38
OVERHEAD			15.00%	\$894.96
PROFIT			10.00%	\$596.64
ELECTRICAL TOTAL				\$7,652.86
SPRINKLER FIRE PROTECTION TOTAL				\$151,168.43
ELECTRICAL TOTAL				\$7,652.86
CONSTRUCTION TOTAL - FULLY SPRINKLER THE BUILDING				\$158,821.29

APPENDIX "B"

FIRE CODE VIOLATIONS

ISSUED ON 05/10/2019



State of New Jersey
 Department of Community Affairs
 P. O. Box 809
 Trenton, NJ 08625-0809
 609-633-6132

VIOLATIONS

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025841	1 - Proprietary House	Vertical Opening - Elevator Shaft	Stairwell/Stairway - Enclose vertical opening-Prev. cited on 11/17	[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]	11/10/2019	Under Extension
4025842	1 - Proprietary House	Vertical Opening - Stairwell	Stairwell/Stairway - Enclose vertical opening-Prev. cited on 11/17	[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]	11/10/2019	Under Extension
4025843	1 - Proprietary House	Vertical Opening - Stairwell	Stairwell/Stairway - Enclose vertical opening-Prev. cited on 11/17	[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]	11/10/2019	Under Extension
4025844	1 - Proprietary House	Vertical Opening - Stairwell	Stairwell/Stairway - Install signage-Prev. cited on 11/17	[N.J.A.C. 5:70-4,14.a] A sign shall be provided at each floor landing in all interior stairways more than three stories in height designating the floor level above the floor of discharge.	Install sign designating the floor level above the floor of discharge, at each landing in all interior stairways [N.J.A.C. 5:70-4,14.a]	11/10/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025845	1 - Proprietary House	Vertical Opening - Stairwell	Stairwell/Stairway - Install signage-Prev. cited on 11/17	[N.J.A.C. 5:70-4,14.a] A sign shall be provided at each floor landing in all interior stairways more than three stories in height designating the floor level above the floor of discharge.	Install sign designating the floor level above the floor of discharge, at each landing in all interior stairways [N.J.A.C. 5:70-4,14.a]	11/10/2019	Under Extension
4025846	1 - Proprietary House	Floor 2	Provide 2nd means of egress-Prev.cited on 11/17	[N.J.A.C. 5:70-4,11.d] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11.d]	11/10/2019	Under Extension
4025847	1 - Proprietary House	Floor 3	Provide 2nd means of egress-Prev.cited on 11/17	[N.J.A.C. 5:70-4,11.d] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11.d]	11/10/2019	Under Extension
4025848	1 - Proprietary House	Floor 4	Provide 2nd means of egress-Prev.cited on 11/17	[N.J.A.C. 5:70-4,11.d] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11.d]	11/10/2019	Under Extension
4025849	1 - Proprietary House	Vertical Opening - Stairwell	Flr 4,3 - Stairwell/ Stairway - Repair loose handrail-Prev.cited on 11/17	[N.J.A.C. 5:70-4,11.m] Every required exit stairway having three or more risers and not provided with handrails or in which the existing handrails are judged to be in danger of collapsing when used under emergency exiting conditions, shall be provided with handrails for the full length of the run of steps on at least one side. All exit stairways more than 66 inches wide and subject to	Install handrails for full length of the run of steps on at least one side for stairways 66 inches wide or less and on both sides of stairways more than 66 inches wide. Handrails are to be designed and installed in accordance with the New Jersey Uniform Construction Code. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11.m]	11/10/2019	Under Extension

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				the maximum designed occupancy load shall have handrails on both sides. Where there are no handrails or where the existing handrails must be replaced in order to correct a hazardous condition, the handrails shall be designed and installed in accordance with the provisions of the New Jersey Uniform Construction Code.			
4025851	1 - Proprietary House	Vertical Opening - Stairwell	Flr 3,4 - Stairwell/ Stairway - One hour rated fire doors-Prev. cited on 11/17	[N.J.A.C. 5:70-4,13.b] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,13.b]	11/10/2019	Under Extension
4025852	1 - Proprietary House	Vertical Opening - Elevator Shaft	Flr 3 - Stairwell/ Stairway - Provide emergency light-Prev. cited on 11/17	[N.J.A.C. 5:70-4,11.i.2] All means of egress shall be provided with artificial illumination as follows: The intensity of light at floor level shall be not less than one foot candle.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4,11.i.2]	11/10/2019	Under Extension
4025853	1 - Proprietary House	Building 1 - Exterior	Flr 1 - Front of building - Repair front stairway-Prev.cited on 11/17	[N.J.A.C. 5:70-3,1031.6] Exterior egress. All exit discharge, exterior stairways and fire escapes shall be kept free of snow and ice. Any fire escape or exterior stairway found to be in a state of deterioration or determined to be unsafe by the fire official shall be repaired immediately. Depending upon the structural condition, a load test of any fire escape shall be conducted before the escape is returned to service in accordance with the N.J.A.C. 5:23,	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1031.6]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				the Uniform Construction Code.			
4025854	1 - Proprietary House	Floor B	Flr B - Hallway - By kitchen- Repair em. light- Prev.cited on 11/17	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	6/11/2019	Under Extension
4025855	1 - Proprietary House	Floor B	Flr B - Hallway - By kitchen-Repair emergency light	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	6/11/2019	Under Extension
4025856	1 - Proprietary House	Floor B	Flr B - Left Side - China Room- Remove ext.cord- Prev. cited on 11/17	[N.J.A.C. 5:70-3,605.5] Extension cords. Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.5]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				or physical impact. Extension cords shall be used only with portable appliances.			
4025857	1 - Proprietary House	Floor B	Flr B - Left Side - Museum Office- Remove ext.cord- Prev.cited on 11/17	[N.J.A.C. 5:70-3,605.5] Extension cords. Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.5]	6/11/2019	Under Extension
4025858	1 - Proprietary House	Floor B	Flr B - Left Side - Display room- remove ext. cord	[N.J.A.C. 5:70-3,605.5] Extension cords. Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.5]	6/11/2019	Under Extension
4025859	1 - Proprietary House	Floor 1	Flr 1 - Front - Mount ext.-Prev. cited on 11/17	[N.J.A.C. 5:70-3,906.7] Hangers and brackets. Handheld portable fire extinguishers, not housed in cabinets, shall be installed on the hangers or brackets supplied. Hangers or brackets shall be securely anchored to the mounting surface in accordance	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,906.7]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				with the manufacturer's installation instructions.			
4025860	1 - Proprietary House	Floor 1	Flr 1 - Middle of building - Dining Room Repair hole-Prev. cited on 11/17	[N.J.A.C. 5:70-3,703.1] Maintenance. The required fire resistance rating of fire resistance rated construction, including, but not limited to, walls, firestops, shaft enclosures, partitions, smoke barriers, floors, fire resistant coatings and sprayed fire resistant materials applied to structural members and fire resistant joint systems, shall be maintained. Such elements shall be visually inspected by the owner annually and properly repaired, restored or replaced where damaged, altered, breached or penetrated. Records of inspections and repairs shall be maintained. Where concealed, such elements shall not be required to be visually inspected by the owner unless the concealed space is accessible by the removal or movement of a panel, access door, ceiling tile or similar movable entry to the space. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer openings and holes made for any reason shall be protected with approved methods capable of resisting the passage of smoke and fire. Openings through fire resistance rated assemblies shall be protected by self or automatic closing doors of approved construction meeting the	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,703.1]	6/11/2019	Under Extension



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				fire protection requirements for the assembly.			
4025861	1 - Proprietary House	Floor 1	Flr 1 - Dining Room - Replace painted escutcheons-Prev.cited on 11/17	[N.J.A.C. 5:70-3,104.1] Maintenance of safeguards. Where any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of this code, or otherwise installed, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with this code and applicable referenced standards.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,104.1]	6/11/2019	Under Extension
4025862	1 - Proprietary House	Floor 1	Flr 1 - Dining Room - Exit door-Prev. cited on 11/17	[N.J.A.C. 5:70-3,1010.1.9] Door Operations. Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1010.1.9]	6/11/2019	Under Extension
4025863	1 - Proprietary House	Floor 1	Flr 1 - Dining Room - Exit- Repair emergency light	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	6/11/2019	Under Extension
4025864	1 - Proprietary House	Floor 1	Flr 1 - Middle of building -	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency	Responsible party must comply with the violated provision(s) of the Code.	6/11/2019	Under Extension

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			Jewish Ref.Repair em.lght.Prev.cited on 11/17	lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	[N.J.A.C. 5:70-3,604.6]		
4025865	1 - Proprietary House	Floor 3	Flr 3 - Stairwell/ Stairway - Left side-Repair em.light-Prev. cited on 11/17	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	6/11/2019	Under Extension
4025866	1 - Proprietary House	Floor 3	Flr 3 - Left Side - Office 305-Prev. cited on 11/17	[N.J.A.C. 5:70-3,906.2] General requirements. Portable fire extinguishers shall be selected, installed and maintained in accordance with this section and NFPA 10. Exceptions:1.The distance of travel to reach an extinguisher shall not apply to the spectator seating portions of Group A5 occupancies.2.Thirtyday inspections shall not be required and maintenance shall be allowed to be once every 3 years for drychemical	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,906.2]	6/11/2019	Under Extension

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				<p>or halogenated agent portable fire extinguishers that are supervised by a listed and approved electronic monitoring device, provided that all of the following conditions are met:2.1.Electronic monitoring shall confirm that extinguishers are properly positioned, properly charged and unobstructed.2.2.Loss of power or circuit continuity to the electronic monitoring device shall initiate a trouble signal.2.3.The extinguishers shall be installed inside of a building or cabinet in a noncorrosive environment.2.4.Electronic monitoring devices and supervisory circuits shall be tested every 3 years when extinguisher maintenance is performed.2.5.A written log of required hydrostatic test dates for extinguishers shall be maintained by the owner to verify that hydrostatic tests are conducted at the frequency required by NFPA 10.3.In Group I3, portable fire extinguishers shall be permitted to be located at staff locations.</p>			
4025867	1 - Proprietary House	Floor 3	Flr 3 - Left Side - Office 305-Mount. ext. Prev. cited on 11/17	<p>[N.J.A.C. 5:70-3,906.7] Hangers and brackets. Handheld portable fire extinguishers, not housed in cabinets, shall be installed on the hangers or brackets supplied. Hangers or brackets shall be securely anchored to the mounting surface in accordance with the manufacturer's installation instructions.</p>	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,906.7]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025868	1 - Proprietary House	Floor 3	Flr 3 - Hallway - Replace painted head-Prev. cited on 11/17	[N.J.A.C. 5:70-3,903.3.3] Obstructed locations. Automatic sprinklers shall be maintained with due regard to obstructions that will delay activation or obstruct the water distribution pattern. Automatic sprinklers required by the Uniform Construction Code in effect at the time of construction shall be maintained in or under covered kiosks, displays, booths, concession stands or equipment that exceeds 4 feet (1219 mm) in width. Not less than a 3foot (914 mm) clearance shall be maintained between automatic sprinklers and the top of piles of combustible fibers. Exception: Kitchen equipment under exhaust hoods protected with a fireextinguishing system in accordance with Section 904.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,903.3.3]	6/11/2019	Under Extension
4025870	1 - Proprietary House	Floor 3	Flr 3 - Left Side - Office 303- remove ext. cord- Prev.cited 11/17	[N.J.A.C. 5:70-3,605.5] Extension cords. Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.5]	6/11/2019	Under Extension
4025871	1 - Proprietary House	Floor 3	Flr 3 - Hallway - Remove storage in hallway	[N.J.A.C. 5:70-3,1031.1] General. An exit shall not be utilized for any purpose that interferes with	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1031.1]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				its function as a means of egress, except as otherwise approved. The means of egress from each part of the structure, including exits, stairways, egress doors and any panic hardware installed thereon, aisles, corridors, passageways and similar elements of the means of egress, shall at all times be maintained in a safe condition and available for immediate utilization and free of all obstructions. Security devices affecting means of egress shall be subject to approval.			
4025872	1 - Proprietary House	Vertical Opening - Stairwell	Flr 3,4 - Stairwell/ Stairway - Repair emergency light- Prev.cited on 11/17	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	6/11/2019	Under Extension
4025873	1 - Proprietary House	Vertical Opening - Elevator Shaft	Flr 4 - Stairwell/ Stairway - Attic- Remove padlock- Prev.cited on 11/17	[N.J.A.C. 5:70-3,1010.1.9.11] Stairway doors. Interior stairway means of egress doors shall be openable from both sides without the use of a key or special knowledge or effort. Exceptions:1.Stairway discharge doors shall be openable from the egress side and shall only be locked from the opposite side.2.This section	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1010.1.9.11]	6/11/2019	Under Extension

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				<p>shall not apply to doors arranged in accordance with the building subcode of the Uniform Construction Code.3.In stairways serving not more than four stories, doors are permitted to be locked from the side opposite the egress side, provided they are openable from the egress side and capable of being unlocked simultaneously without unlatching upon a signal from the fire command center, if present, or a signal by emergency personnel from a single location inside the main entrance to the building.4.Stairway exit doors shall be openable from the egress side and shall only be locked from the opposite side in Group B, F, M and S occupancies where the only interior access to the ten-ant space is from a single exit stairway where permitted in Section 1006.3.2.5.Stairway exit doors shall be openable from the egress side and shall only be locked from the opposite side in Group R-2 occupancies where the only interior access to the dwelling unit is from a single exit stairway where permitted in Section 1006.3.2.</p>			
4025874	1 - Proprietary House	Alarm - Smoke Detector - Hard Wired	Entire Building - Provide copy of FA test report- Prev.cited on11/17	<p>[N.J.A.C. 5:70-3,907.8] Inspection, testing and maintenance. The maintenance and testing schedules and procedures for fire alarm and fire detection systems shall be in accordance with Sections 907.8.1 through 907.8.5 and NFPA 72. Records of inspection, testing and</p>	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,907.8]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025875	1 - Proprietary House	Alarm - Smoke Detector - Hard Wired	Entire Building - If noted correct deficiencies- prev.cited 11/17	[N.J.A.C. 5:70-3,104.2.1] Reinspection and testing. Where any work or installation does not pass an initial test or inspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the fire code official for inspection and testing.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,104.2.1]	6/11/2019	Under Extension
4025876	1 - Proprietary House	Fire Suppression System - Water Sprinkler	Entire Building - Provide copy of test report- Prev.cited on 11/17	[N.J.A.C. 5:70-3,903.5] Testing and maintenance. Sprinkler systems shall be tested and maintained in accordance with Section 901.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,903.5]	6/11/2019	Under Extension
4025877	1 - Proprietary House	Fire Suppression System - Water Sprinkler	Entire Building - If noted correct deficiencies- Prev.cited 11/17	[N.J.A.C. 5:70-3,104.2.1] Reinspection and testing. Where any work or installation does not pass an initial test or inspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the fire code official for inspection and testing.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,104.2.1]	6/11/2019	Under Extension
4025878	1 - Proprietary House	Elevator - Center [Bldg 1]	Elevator - Provide test report- Prev.cited on 11/17	[N.J.A.C. 5:70-3,917.1] Testing. Elevators shall be tested annually in accordance with Sections 917.1.1 and 917.1.2 below. The fire official shall accept a current certificate of compliance issued in accordance with the Uniform Construction Code as evidence of compliance with this section.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,917.1]	6/11/2019	Under Extension



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025879	1 - Proprietary House	Floor B	Flr B - Utility Room - Raise sprinkler head-Prev.cited on 11/17	[N.J.A.C. 5:70-3,104.1] Maintenance of safeguards. Where any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of this code, or otherwise installed, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with this code and applicable referenced standards.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,104.1]	6/11/2019	Under Extension
4025880	1 - Proprietary House	Floor 1	Flr 1 - Dining Room - Front exit-remove key lock-Prev.cited on 11/17	[N.J.A.C. 5:70-3,1010.1.9] Door Operations. Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1010.1.9]	6/11/2019	Under Extension
4025881	1 - Proprietary House	Floor 2	Flr 2 - Front of building - Seal doorway-no exit firefighter safety-P.11/17	[N.J.A.C. 5:70-3,102.1.1] Any dangerous or hazardous conditions that are outlined in 1 through 10 below shall be removed or remedied in accordance with the provisions of N.J.A.C. 5:702.10: 1.Dangerous conditions that are liable to cause or contribute to the spread of fire in or on said premises, building or structure or endanger the occupants thereof.2.Conditions that would interfere with the efficiency and use of any fire protection equipment.3.Obstruction to or on fire escapes, stairs, passageways, doors or windows, liable to interfere with the egress of occupants or the operation of the fire department	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,102.1.1]	6/11/2019	Under Extension

EXHIBIT 'C'



State of New Jersey
 Department of Community Affairs
 P. O. Box 809
 Trenton, NJ 08625-0809
 609-633-6132

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				<p>in case of fire.4.Accumulations of dust or waste material in air conditioning or ventilating systems or grease in kitchen or other exhaust ducts.5.Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon, under or around any mechanical equipment.6.Accumulations of rubbish, waste, paper, boxes, shavings, or other combustible materials, or excessive storage of any combustible material.7.Hazardous conditions arising from defective or improperly used or installed electrical wiring, equipment or appliances.8.Hazardous conditions arising from defective or improperly installed equipment for handling or use of combustible, explosive or otherwise hazardous materials.9.Dangerous or unlawful amounts of combustible, explosive or otherwise hazardous materials.10. All equipment, materials, processes or operations that are in violation of the provisions and intent of this code.</p>			
4025882	1 - Proprietary House	Floor 2	Flr 1,2,3 - Hallway - Label panels- Prev. cited on 11/17	<p>[N.J.A.C. 5:70-3,605.3.1] Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panelboard shall be legibly and durably marked to</p>	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.3.1]	6/11/2019	Under Extension

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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				indicate its purpose unless such purpose is clearly evident.			
4025883	1 - Proprietary House	Floor 3	Flr 1,3 - Hallway - Label elec. panels- Prev. cited on 11/17	[N.J.A.C. 5:70-3,605.3.1] Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panelboard shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.3.1]	6/11/2019	Under Extension
4025884	1 - Proprietary House	Floor 1	Flr 1,3 - Hallway - Label elec. panels- Prev. cited on 11/17	[N.J.A.C. 5:70-3,605.3.1] Labeling. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. The disconnecting means for each service, feeder or branch circuit originating on a switchboard or panelboard shall be legibly and durably marked to indicate its purpose unless such purpose is clearly evident.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.3.1]	6/11/2019	Under Extension



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CLOSED VIOLATIONS

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4025850	1 - Proprietary House	Building 1 - Exterior	Flr B - Rear of building - Repair handrail-Prev.cited on 11/17	[N.J.A.C. 5:70-4,11.m] Every required exit stairway having three or more risers and not provided with handrails or in which the existing handrails are judged to be in danger of collapsing when used under emergency exiting conditions, shall be provided with handrails for the full length of the run of steps on at least one side. All exit stairways more than 66 inches wide and subject to the maximum designed occupancy load shall have handrails on both sides. Where there are no handrails or where the existing handrails must be replaced in order to correct a hazardous condition, the handrails shall be designed and installed in accordance with the provisions of the New Jersey Uniform Construction Code.	Install handrails for full length of the run of steps on at least one side for stairways 66 inches wide or less and on both sides of stairways more than 66 inches wide. Handrails are to be designed and installed in accordance with the New Jersey Uniform Construction Code. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4,11.m]	5/1/2019	Abated
4025869	1 - Proprietary House	Floor 3	Flr 1 - Dining Room - Repair emergency light	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable,	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	5/1/2019	Abated

EXHIBIT 'C'



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Department of Community Affairs
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Trenton, NJ 08625-0809
609-633-6132

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				they shall be immediately repaired.			

EXHIBIT 'C'



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Department of Community Affairs
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ADMINISTRATIVE APPEAL RIGHTS

The owner of the premises or of the use, or an authorized agent of the owner **MAY CONTEST THIS ORDER** at an Administrative Hearing. The request for a hearing must be made in writing within 15 days after receipt of this order. Request may be made online at the Division of Fire Safety's website (<http://www.nj.gov/dca/divisions/dfs/>) under the DCA RIMS Online Services link or addressed to:

Department of Community Affairs
Hearing Coordinator
PO Box 809
Trenton, New Jersey 08625-0809

In accordance with N.J.A.C. 5:70-2.19 an appeal shall be signed by a proper party and shall include:

- a) The date of the act, which is the subject of the appeal.
- b) The name and status of the person submitting the appeal.
- c) The specific violations or other act claimed to be in error; and
- d) A concise statement of the basis for the appeal

You are advised that only matters deemed to be **CONTESTED CASES**, as defined by the Administrative Procedures Act, will be scheduled for a Hearing. If a hearing is scheduled, you will be notified in advance of the time and place. At a hearing a corporation may be represented only by a licensed attorney, unless approval is given by the Office of Administrative Law. If you elect to submit an appeal online, you will be asked to supply your Registration Number, which is **1216076458**, and Order Number, which is **30455756**. Please enter these fields when requesting your appeal.

EXTENSIONS

If a specified time has been given to abate a violation, **YOU MAY REQUEST AN EXTENSION OF TIME** by submitting a written request to the Division of Fire Safety. This request may be made online at the Division of Fire Safety's website (<http://www.nj.gov/dca/divisions/dfs/>) under the DCA RIMS Online Services link. To be considered, the request must be made before the compliance date specified and must set forth the work accomplished, the work remaining, the reason why an extension of time is necessary and the date by which all work will be completed.

EXHIBIT 'C'



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TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.10(d) 2 an application for an extension shall be deemed to constitute an admission that the notice of violation is factually and procedurally correct and that the violations do or did exist. In addition, the request for an extension constitutes a waiver of the right to a hearing as to those violations for which an extension is applied.

PENALTIES

Pursuant to N.J.A.C. 5:70-2.12, a violation of the Code is punishable by monetary penalties of not more than \$5,000 per day for each violation. Each day a violation continues is an additional, separate violation except while an appeal is pending.

ALSO TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.12A, when an owner has been given notice of the existence of a violation and has not abated the violation, that owner shall, in addition to being liable to the penalty provided for by N.J.A.C. 5:70-2.12, be liable to a dedicated penalty in the like amount.

Pursuant to N.J.A.C. 5:70-2.12(e), a violation that is recurring justifies imposition of an immediate penalty without the necessity for an interval in which corrections can be made. A violation shall be deemed to be a recurring violation if a notice has been served within two years from the date that a previous notice was served and the violation, premises and responsible party are substantially the same.

Claims arising out of penalty assessments can be compromised or settled if it shall be likely to result in compliance. Moreover, no such disposition can be finalized while the violation continues to exist.

Any penalties assessed are in addition to others previously assessed. Penalties must be paid in full within 30 days after an order to pay. If full payment is not made within 30 days, the matter will be referred to the Office of the Attorney General for summary collection pursuant to "The Penalty Enforcement Law of 1999," P.L.1999, C. 274 (C. 2A: 58-1 et seq.).

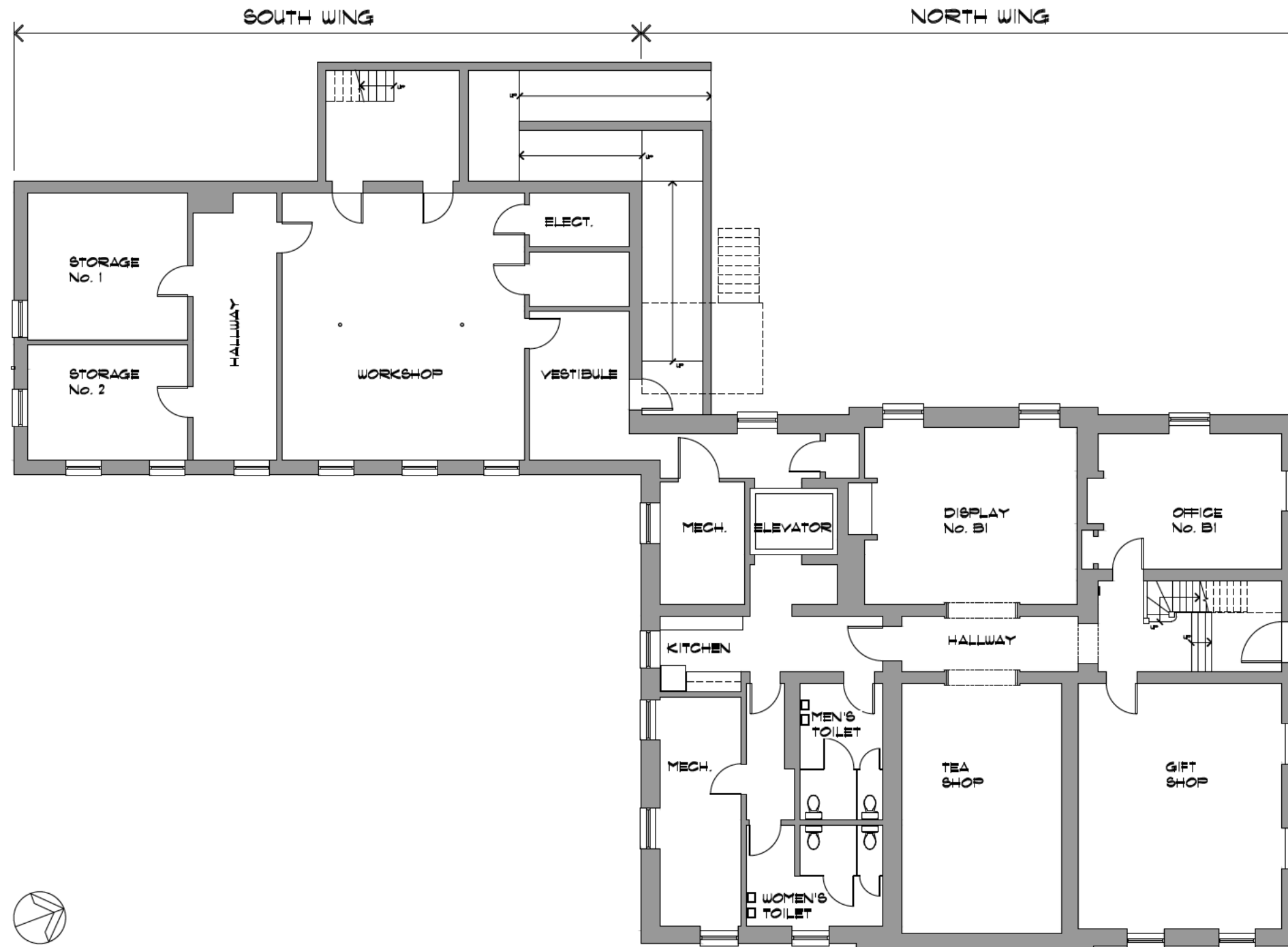
NOTICE

If you require guidance or advice concerning your legal rights, obligations or the course of action you should follow, consult your own advisor.

EXHIBIT 'C'

APPENDIX "C"

**DRAWINGS
(11x17 Format)**

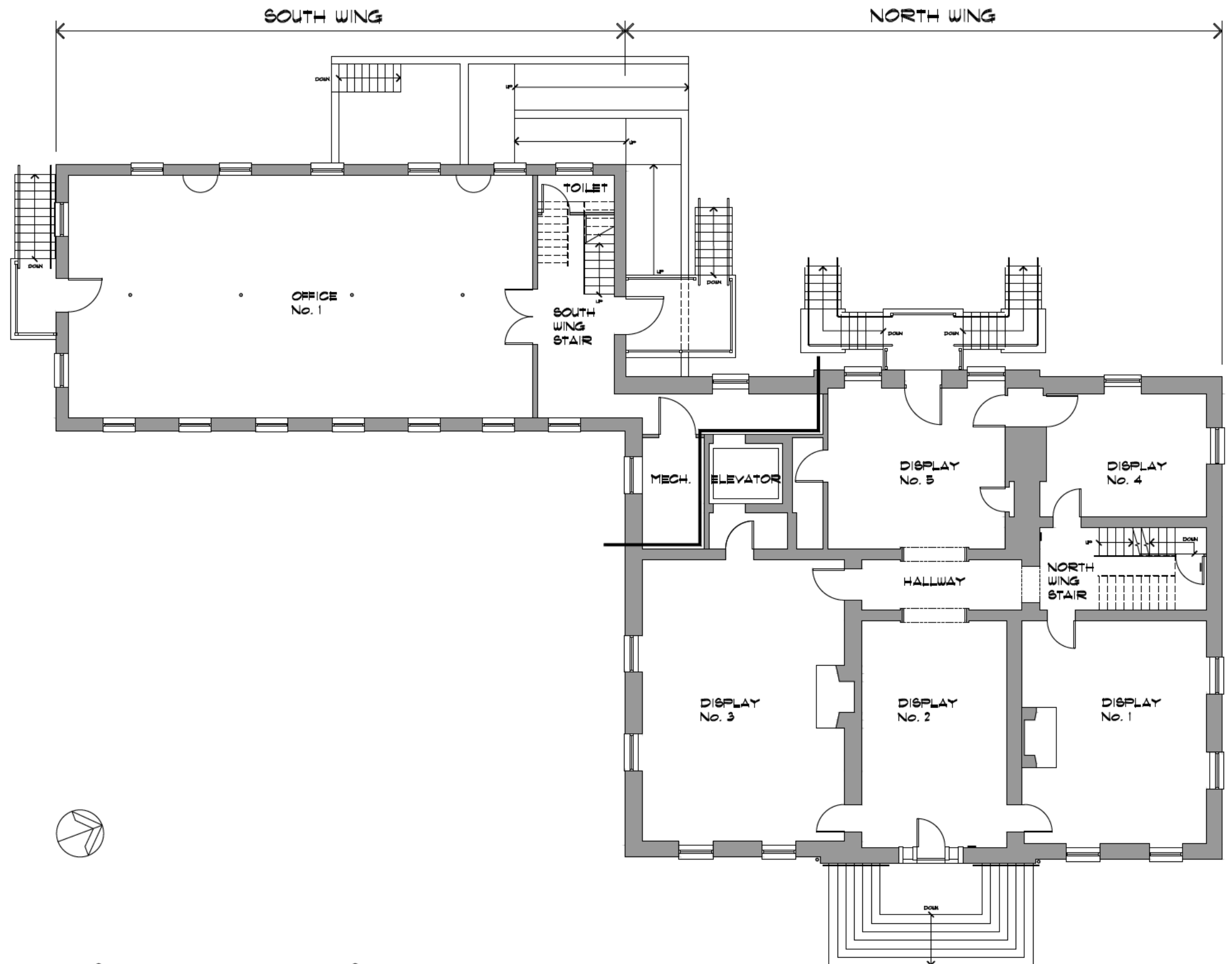


BASEMENT PLAN - EXISTING
NOT TO SCALE

ABATEMENT STUDY
 PROPRIETARY HOUSE FIRE CODE VIOLATIONS
 139-151 KEARNY AVENUE
 PERTH AMBOY, MIDDLESEX COUNTY, NEW JERSEY

RONALD A. SEBRING ASSOCIATES, LLC
 ARCHITECTURE DESIGN
 JULY 6, 2021

EXHIBIT 'C'

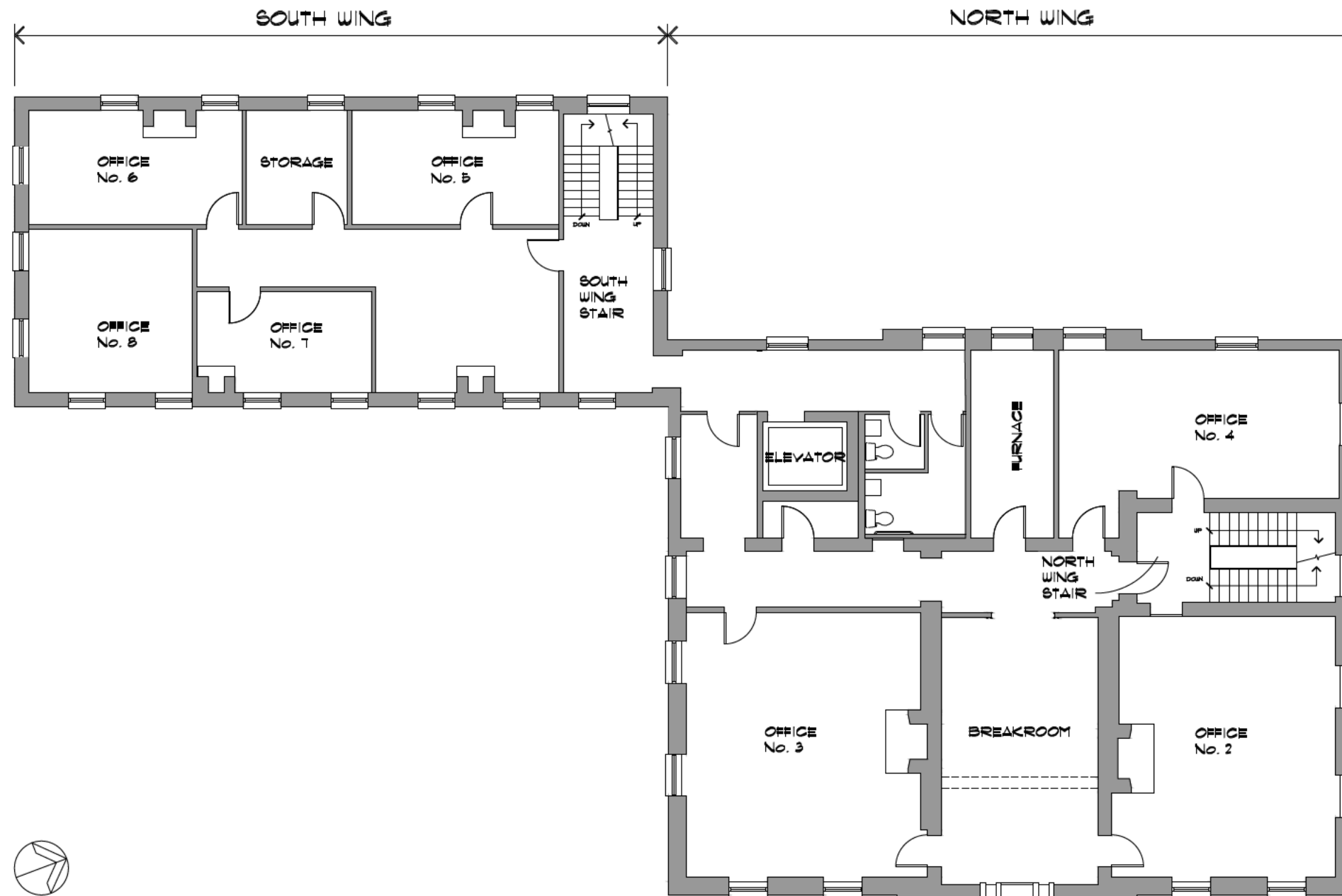


FIRST FLOOR PLAN - EXISTING
 NOT TO SCALE

ABATEMENT STUDY
 PROPRIETARY HOUSE FIRE CODE VIOLATIONS
 139-151 KEARNY AVENUE
 PERTH AMBOY, MIDDLESEX COUNTY, NEW JERSEY

RONALD A. SEBRING ASSOCIATES, LLC
 ARCHITECTURE DESIGN
 JULY 6, 2021

EXHIBIT 'C'

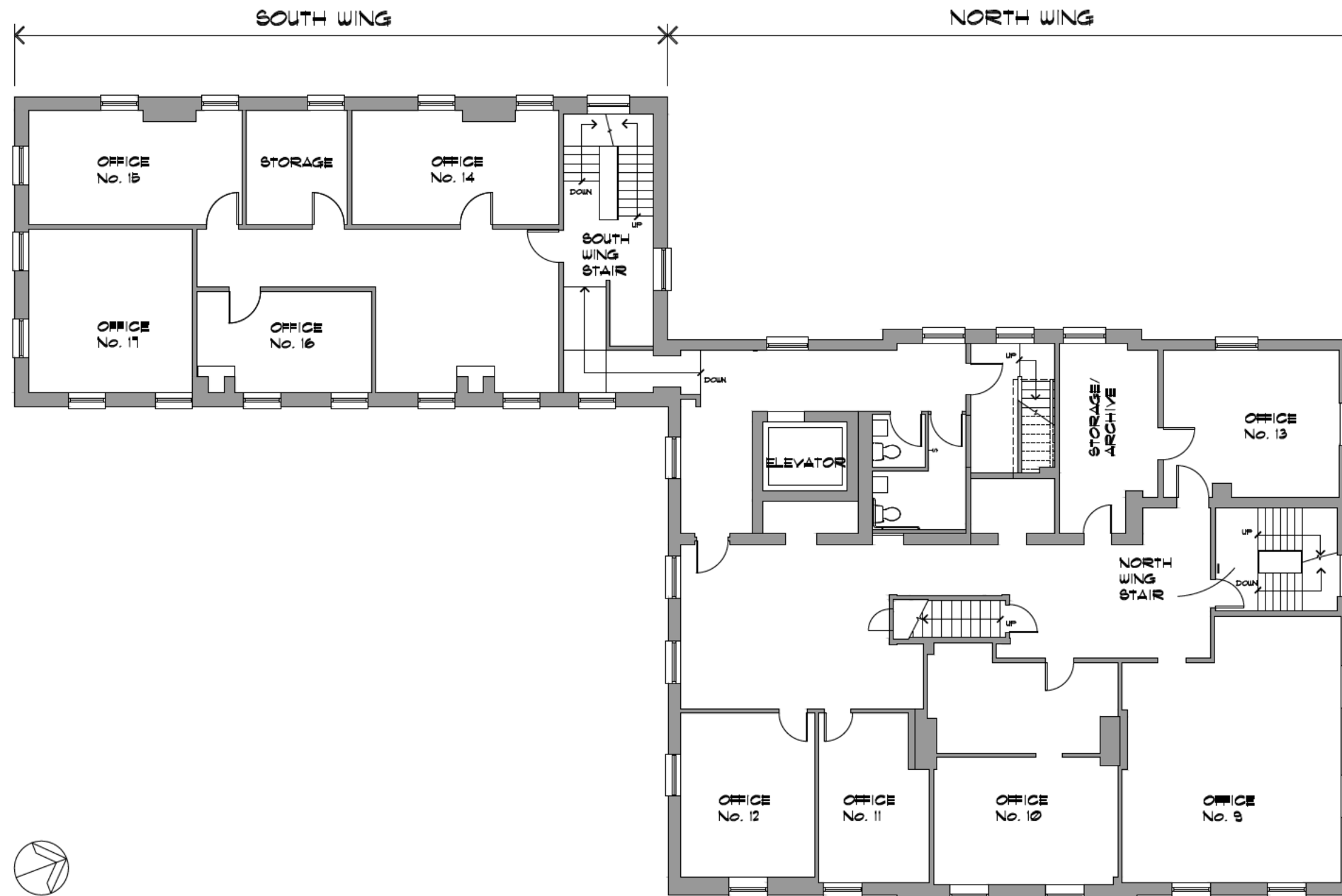


SECOND FLOOR PLAN - EXISTING
NOT TO SCALE

ABATEMENT STUDY
 PROPRIETARY HOUSE FIRE CODE VIOLATIONS
 139-151 KEARNY AVENUE
 PERTH AMBOY, MIDDLESEX COUNTY, NEW JERSEY

RONALD A. SEBRING ASSOCIATES, LLC
ARCHITECTURE DESIGN
 JULY 6, 2021

EXHIBIT 'C'



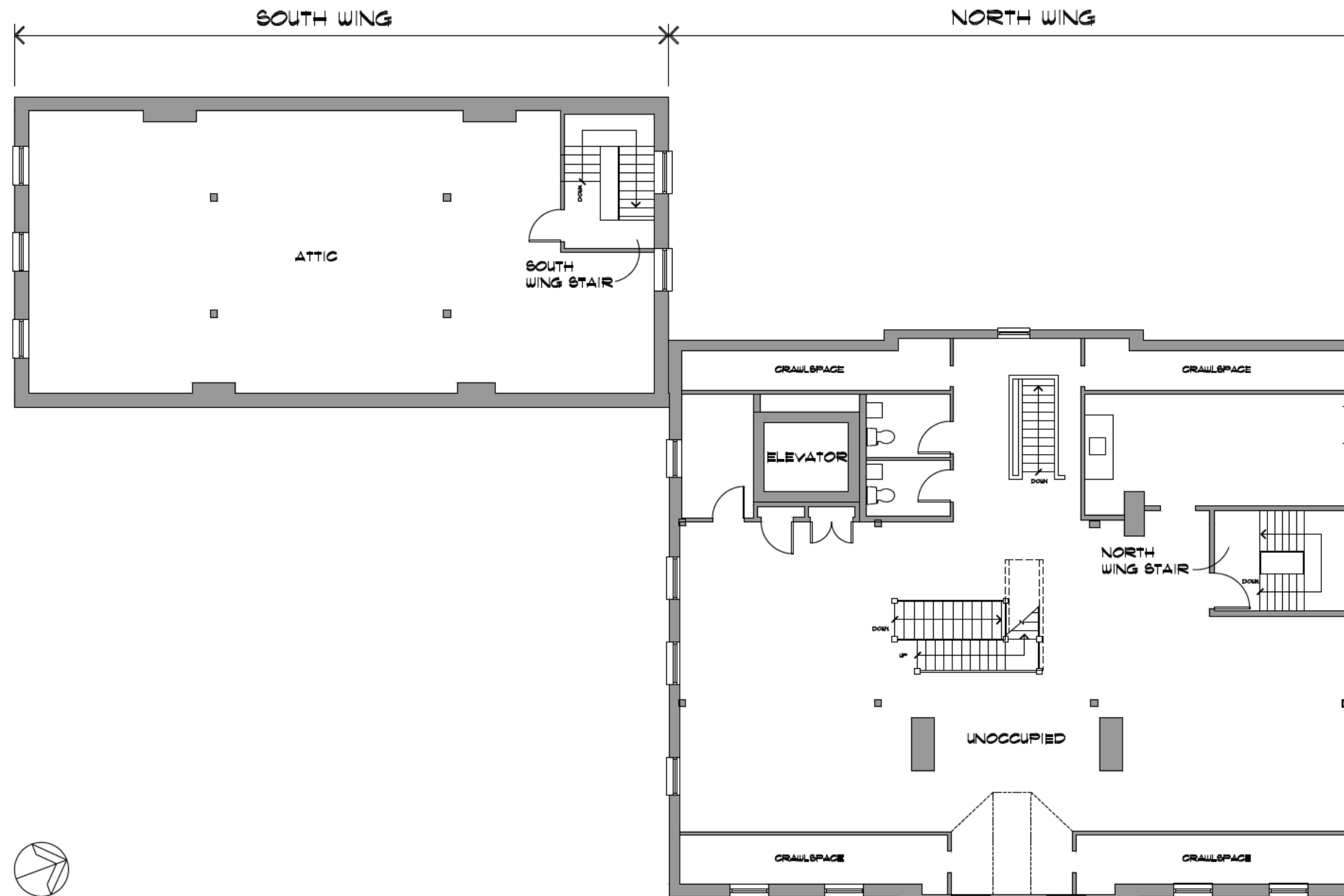
THIRD FLOOR PLAN - EXISTING

NOT TO SCALE

ABATEMENT STUDY
 PROPRIETARY HOUSE FIRE CODE VIOLATIONS
 139-151 KEARNY AVENUE
 PERTH AMBOY, MIDDLESEX COUNTY, NEW JERSEY

RONALD A. SEBRING ASSOCIATES, LLC
 ARCHITECTURE DESIGN
 JULY 6, 2021

EXHIBIT 'C'



FOURTH FLOOR PLAN - EXISTING
NOT TO SCALE

ABATEMENT STUDY
 PROPRIETARY HOUSE FIRE CODE VIOLATIONS
 139-151 KEARNY AVENUE
 PERTH AMBOY, MIDDLESEX COUNTY, NEW JERSEY

RONALD A. SEBRING ASSOCIATES, LLC
 ARCHITECTURE DESIGN
 JULY 6, 2021

EXHIBIT 'C'

APPENDIX "D"

FORMAL TECHNICAL OPINION 3

FIRE ESCAPES

FORMAL TECHNICAL OPINION (FTO) 3

Issued: March 1985

Revised: October 2016

Subject: Fire Escapes

Reference: N.J.A.C. 5:23-6, Rehabilitation Subcode

A number of codes contain provisions, with the most common being those enforced under the Uniform Fire Code, that require existing buildings lacking a second means of egress to be equipped with fire escapes. Fire escapes may be installed on existing buildings to provide a second means of egress.

All new fire-escape installations -- or replacements of existing installations -- require a construction permit, and shall comply with the Rehabilitation Subcode and this Formal Technical Opinion (FTO). However, existing installations need not be replaced provided they are properly maintained and comply with the requirements of the Rehabilitation Subcode applicable to the building.

Fire escapes shall be permitted only as provided in the Rehabilitation Subcode (N.J.A.C. 5:23-6). This FTO is intended to provide uniform guidelines and a uniform interpretation to meet the intent of the code.

Where an applicant seeks approval for an alternate design (or pre-engineered fire escape) meeting the intent of N.J.A.C. 5:23-6, or where the local enforcing agency questions the structural stability of the existing building to support the loads imposed by the loaded fire escape, then an engineering analysis and certification shall be required.

Fire escapes shall comply with either of the following two methods:

Method One (Specification Methodology)

CONSTRUCTION DETAILS

A. LANDING PLATFORM SIZES: (See "J" for fabrication details.)

- 1) Single-stair-width platforms shall be a minimum of 40 inches wide.
- 2) Double-stair-width platforms, or single-stair-width platforms with adjacent passageways, shall be a minimum of 50 inches wide.
- 3) Platform lengths shall be a minimum of 36 inches where exits do not open onto platforms. Where exits open onto the platform, the platform length shall be increased to be a minimum of 24 inches longer than the opening width, as follows: a minimum of 18 inches shall be located adjacent to the stair and a minimum of 6 inches shall be located opposite the stair.

B. LANDING PLATFORM COMPONENTS: (See “J” for fabrication details.)

- 1) Floor surface shall be 1/4-inch steel floor plate material or 1 1/4-inch by 1/8-inch steel grating. Maximum allowable spacing of support members shall be 24 inches on center.
- 2) Floor surface support members shall be a minimum of 2 1/2-inch by 2 1/2-inch by 1/4-inch steel angles, 50 inches in length maximum, and not spaced over 24 inches on center.
- 3) Platform support brackets shall be a minimum of 3 inches, spaced not over 48 inches on center (increase top angle sizes to 4-inch by 3-inch by 1/4-inch angles where brackets must also support stair stringers).
- 4) All finished floor surfaces shall be securely attached and of a slip-resistant material. Stairs shall not have a variation exceeding 3/16 inch in the depth of adjacent treads or in the height of adjacent risers. The tolerance between the largest and smallest riser or between the largest and smallest tread shall not exceed 3/8 inch in any flight of stairs.

C. STAIR FLIGHT COMPONENTS: (See “J” for fabrication details.)

- 1) Treads shall be a minimum of 8 inches in depth and risers a maximum of 8 inches in height, with a minimum of 22 inches clearance between stringers. Treads shall be a minimum of 1/8-inch steel floor plate. Nosing of stairways shall be not less than 3/4 inches and not more than 1 1/4 inches.
- 2) Stringers shall be a minimum of 1/4-inch by 8-inch steel plate. The maximum vertical distance between platforms, and between a platform and grade, shall be 12 feet.
- 3) The angle of the stairs shall not exceed 45 degrees from the horizontal plane. Should existing site conditions not permit a 45-degree angle, the local construction official may approve an angle of up to 60 degrees.

D. GUARD/HANDRAIL COMPONENTS: (See “J” for fabrication details.)

- 1) Platform guards shall have a minimum vertical height of 42 inches above the platform floor surface. Where guards exceed 44 inches in height, a handrail shall also be installed at a height of 34 to 38 inches. Guards shall be a minimum of 1 1/4-inch diameter standard steel pipe rails supported by a minimum of 2-inch by 2-inch by 1/4-inch steel tube posts, spaced at a maximum of 48 inches on center, and 5/8-inch square steel bar balusters having a maximum of 4 inches clear spacing between balusters.
- 2) Stair handrails/guard handrails shall be not less than 34 inches, nor more than 38 inches, above the tread’s nosing. Guard balusters shall have a maximum clear spacing of 4 inches. If the fire escape is more than 20 feet in height and/or does not reverse direction at intermediate landings, the guards shall be at least 42 inches in height. Use the same criteria for the material type as required above for platform guards.

E. COUNTERBALANCED SWINGING STAIRS:

Counterbalanced swinging stairs may be permitted from lowest platform landing to grade, where a fixed stair flight would not be feasible due to site constraints. The counterweight mechanism must be of the type that balances about a pivot, without the use of cables. The lowest fire-escape platform shall be a maximum of 12 feet above grade.

F. LADDERS: (See “J” for fabrication details.)

Fixed and counterbalanced ladders may be permitted from lowest platform landing to grade, where either a fixed stair flight or a counterbalanced swinging stair is not feasible due to site constraints. Ladders must be vertical or positively inclined. No negatively inclined ladders will be permitted. Minimum clearance between center of rungs and building walls shall be 7 inches. Ladder rails shall be of steel construction, and shall be not less than 1/2 inch by 2 1/2 inches in size and not less than 16 inches apart. Rungs shall not be less than 7/8-inch diameter, shall be welded to rails, and shall not be spaced less than 10 inches or more than 12 inches on center. The lowest rung shall not be more than 12 inches above the level of the ground or landing platform.

G. FASTENERS: (See “J” for fabrication details.)

Anchorage details shall be submitted by a licensed design professional for all types of anchorage that will be installed. Platform support brackets to masonry walls shall use 7/8-inch diameter (minimum) through bolts for top bracket bolts and 3/4-inch diameter (minimum) expansion bolts for bottom bracket bolts. Top bracket bolts shall be properly anchored into existing wall construction so that full strength of the bolt can be developed in tension. (Anchorage details shall be submitted by a licensed design professional for all types of anchorage that will be installed.)

H. OPENING PROTECTIVE:

- 1) In existing buildings 3 stories or more in height, all door openings leading directly to a fire escape shall be protected by a minimum of 3/4-hour fire-rated door assemblies. Window openings directly adjacent to a fire escape shall be safety glazed in accordance with Section 2406.4.3 of the building subcode. No type of fire-escape exit door or window is to be located so that the distance from the fire-escape landing platform to the bottom of the door or window opening exceeds 8 inches.
- 2) Minimum acceptable exit door size shall be 2 feet, 8 inches clear width by 6 feet, 8 inches in height.
- 3) A window as a means of access to a fire escape shall be permitted when the window serves a single dwelling unit. Where a window is used, it shall provide a minimum clear opening of at least 24 inches wide by 30 inches high in the case of double-hung windows and at least 18 inches wide by 48 inches high in the case of casement windows. The window sill shall be located within 36 inches above the finished floor on the interior side of the window.

I. GENERAL CONSTRUCTION NOTES:

- 1) All structural and miscellaneous steel fire-escape components shall conform to the latest American Institute of Steel Construction (AISC) specification for the design, fabrication, and erection of structural steel for buildings, unless noted otherwise.
- 2) All structural steel members shall be a minimum of American Society for Testing and Materials (ASTM) A-36 grade of steel.
- 3) All welding of fire-escape components shall be with either E60 or E70 electrodes and shall conform to all requirements of the latest American Welding Society (AWS) Code, unless noted otherwise.

- 4) All fillet-type welds shall be continuous, unless noted otherwise. Where welding is used to develop the full strength of the members being jointed, only full penetration, groove-type welds shall be used.
- 5) All welds shall be ground smooth, and all sharp edges and burrs shall be removed in areas of travel, or wherever they may be a hazard to fire-escape users.
- 6) All metal fasteners used to connect structural steel members to building walls shall be of galvanized steel, unless noted otherwise.
- 7) All structural and miscellaneous steel components shall receive both a shop coat and a finish coat of a rust-resistant paint. The finish coat shall be applied after erection of fire escape.

J. FABRICATION DETAILS: See following pages 7 through 10.

Method Two (Design Methodology)

A. CONSTRUCTION:

- 1) The fire escape shall be designed to support a live load of 100 pounds per square foot.
- 2) Fire escapes constructed of wood not less than a nominal 2 inches thick are permitted on buildings of Type V construction. In all other construction types, they shall be constructed of steel or other approved, noncombustible materials.
- 3) Walkways and railings located over, or supported by, combustible roofs in buildings of Type III and IV construction are permitted to be constructed of wood not less than a nominal 2 inches thick.

B. LANDING PLATFORM COMPONENTS:

- 1) A landing at the foot of stairs shall be not less than 40 inches wide by 36 inches long and shall be located not more than 8 inches below a window or door. Where exits open to a platform, the platform length shall be increased to a minimum of 24 inches longer than the opening width of the door. A double-width platform, or single-width platform with adjacent passageways, shall be a minimum of 50 inches wide.
- 2) All finished floor surfaces shall be securely attached and of a slip-resistant material. Stairs shall not have a variation exceeding 3/16 inch in the depth of adjacent treads or in the height of adjacent risers. The tolerance between the largest and smallest riser, or between the largest and smallest tread, shall not exceed 3/8 inch in any flight of stairs.

C. STAIR FLIGHT COMPONENTS:

- 1) Treads shall be a minimum of 8 inches in depth and risers a maximum of 8 inches in height, with a minimum 22 inches clearance between stringers. Nosing of stairways shall be not less than 3/4 inches and not more than 1 1/4 inches.
- 2) The maximum vertical distance between platforms, and between a platform and grade, shall be 12 feet.
- 3) The angle of the stairs shall not exceed 45 degrees from the horizontal plane. Should existing site conditions not permit a 45-degree angle, the local construction official may approve an angle of up to 60 degrees.

EXHIBIT 'C'

D. GUARD/HANDRAIL COMPONENTS:

- 1) Platform guards shall be at least 42 inches in height, measured vertically above the leading edge of the tread or adjacent walking surface. Guards shall be constructed for a concentrated load of 200 pounds applied at any point and in any direction along the top railing member. In other than dwelling units in Groups R-2, R-3, and R-5, guards shall also be designed and constructed for a uniform load of 50 pounds per foot applied horizontally at the required guard height, and a simultaneous uniform load of 100 pounds per foot applied vertically downward at the top of the guard. The concentrated and uniform loading conditions shall not be applied simultaneously. Open guards shall have balusters, or shall be of solid material such that a sphere with a diameter of 4 inches cannot pass through any opening.
- 2) Stair handrails/guards shall be on both sides of the stairway. The handrail shall be not less than 34 inches nor more than 38 inches, measured vertically above the leading edge of the treads or above the finished floor of the landing or walking surface. Handrails shall be constructed for a concentrated load of 200 pounds applied at any point and in any direction. In other than dwelling units in Groups R-2, R-3, and R-5, handrails shall also be designed and constructed for a uniform load of 50 pounds per foot applied in any direction. The concentrated and uniform loading conditions shall not be applied simultaneously.

E. COUNTERBALANCED SWINGING STAIRS:

Counterbalanced swinging stairs shall be permitted from lowest platform landing to grade, where a fixed stair flight would not be feasible due to site constraints. Counterweight mechanism must be of the type that balances about a pivot, without the use of cables. The lowest fire-escape platform shall be a maximum of 12 feet above grade.

F. LADDERS:

Fixed and counterbalanced ladders shall be permitted from lowest platform landing to grade, where either a fixed stair flight or a counterbalanced swinging stair is not feasible due to site constraints. Ladders must be vertical or positively inclined. No negatively inclined ladders will be permitted. Minimum clearance between center of rungs and building walls shall be 7 inches. Ladders shall be of steel construction, and shall be not less than 1/2 inch by 2 1/2 inches in size and not less than 16 inches apart. Rungs shall be not less than 7/8-inch diameter, shall be welded to rails, and shall not be spaced less than 10 inches or more than 12 inches on center. The lowest rung shall not be more than 12 inches above the level of the ground or landing platform.

G. FASTENERS:

Anchorage details shall be submitted by a licensed design professional for all types of anchorage that will be installed.

H. OPENING PROTECTIVE:


- 1) In existing buildings 3 stories or more in height, all door openings leading directly to a fire escape shall be protected by a minimum of 3/4-hour fire-rated door assemblies. Window openings directly adjacent to a fire escape shall be safety

glazed in accordance with Section 2406.4.3 of the building subcode. No type of fire-escape exit door or window is to be located so that the distance from the fire-escape landing platform to the bottom of the door or window opening exceeds 8 inches.

- 2) Minimum acceptable exit door size shall be 2 feet, 8 inches clear width by 6 feet, 8 inches in height.
- 3) A window as a means of access to a fire escape shall be permitted when the window serves a single dwelling unit. Where a window is used, it shall provide a minimum clear opening of at least 24 inches wide by 30 inches high in the case of double-hung windows and at least 18 inches by 48 inches in the case of casement windows. The window sill shall be located within 36 inches above the finished floor on the interior side of the window.

I. GENERAL CONSTRUCTION NOTES:

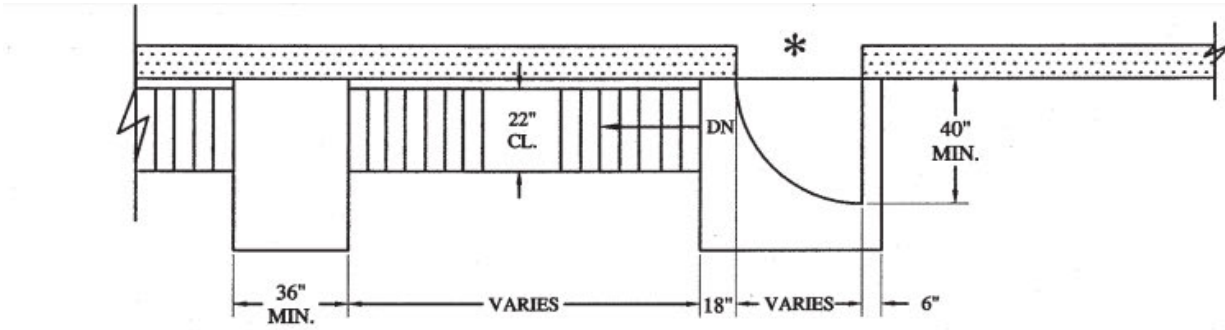
- 1) All structural and miscellaneous steel fire-escape components shall conform to the latest AISC specification for the design, fabrication, and erection of structural steel for buildings.
- 2) All structural steel members shall be a minimum of ASTM A-36 grade of steel.
- 3) All welding of fire-escape components shall be with either E60 or E70 electrodes and shall conform to all requirements of the latest AWS Code.
- 4) All metal fasteners used to connect structural steel members to building walls shall be of galvanized steel.
- 5) All structural and miscellaneous steel components shall receive both a shop coat and a finish coat of a rust-resistant paint. The finish coat shall be applied after erection of the fire escape.
- 6) All fillet-type welds shall be continuous, unless noted otherwise. Where welding is used to develop the full strength of the members being jointed, only full penetration, groove-type welds shall be used.
- 7) All welds shall be ground smooth, and all sharp edges and burrs shall be removed in areas of travel, or wherever they may be a hazard to fire-escape users.



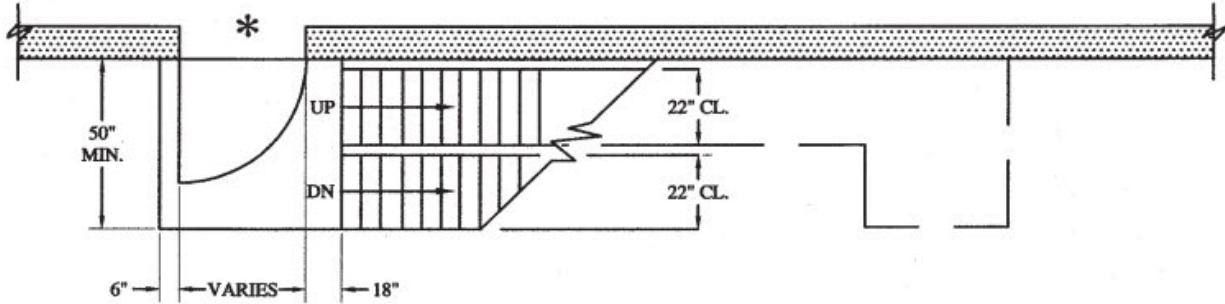
Edward M. Shahan, Director
Division of Codes and Standards

PURSUANT TO THE AUTHORITY OF N.J.S.A. 52:27D ET SEQ., AS AMENDED, THIS FORMAL TECHNICAL OPINION IS CONSIDERED TO BE BINDING UPON ALL CODE OFFICIALS.

EXHIBIT 'C'

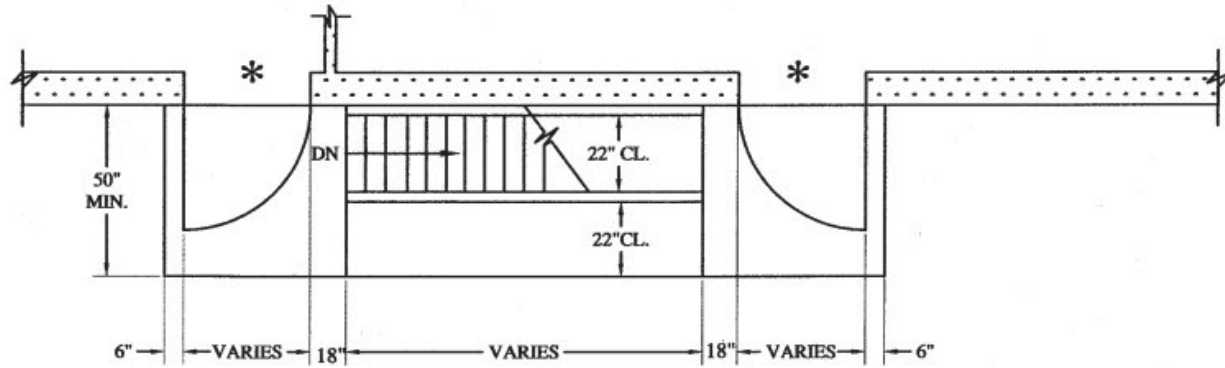


SINGLE STAIR WIDTH PLATFORMS



DOUBLE STAIR WIDTH PLATFORMS

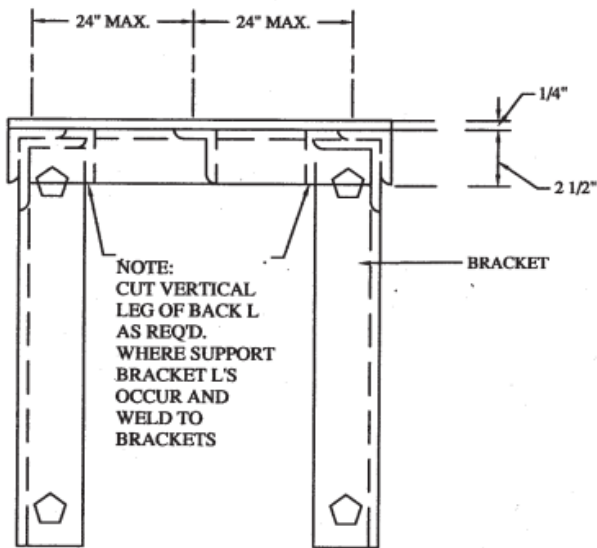
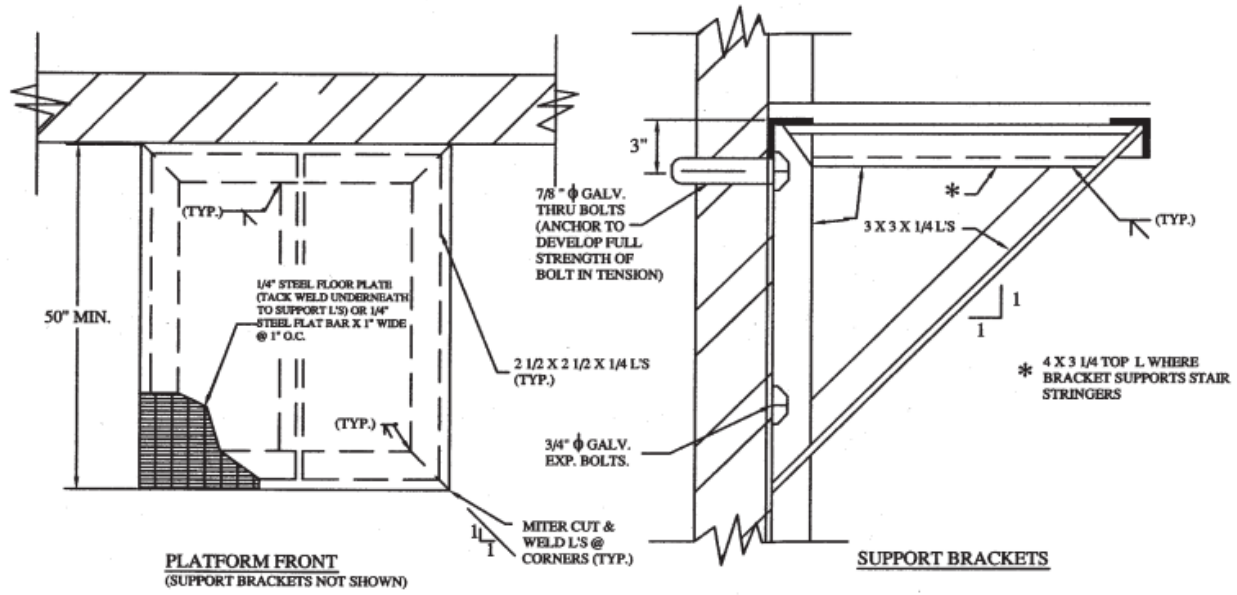
* APPROVED EXIT DOOR OR WINDOW



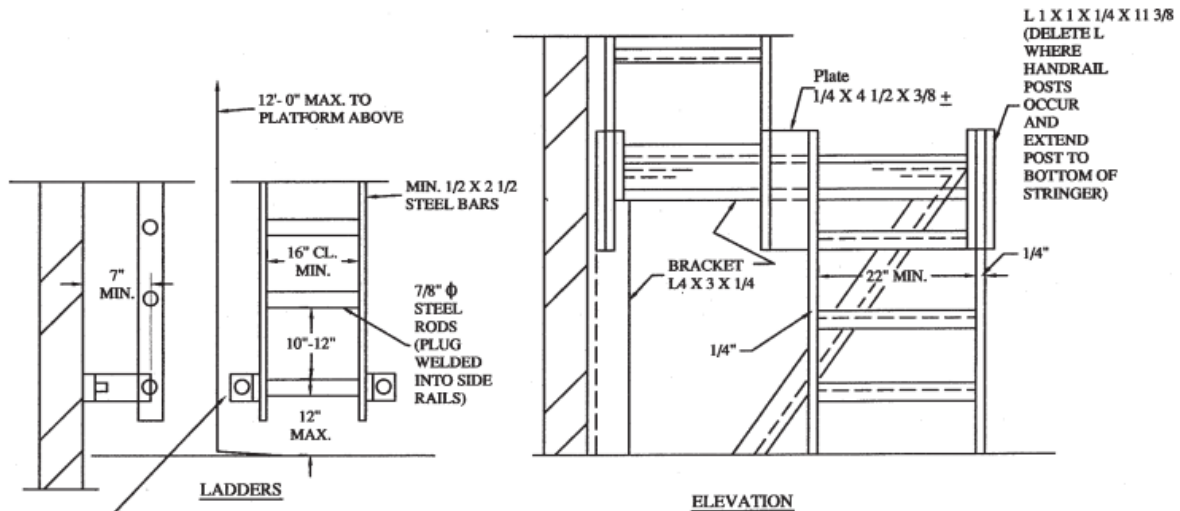
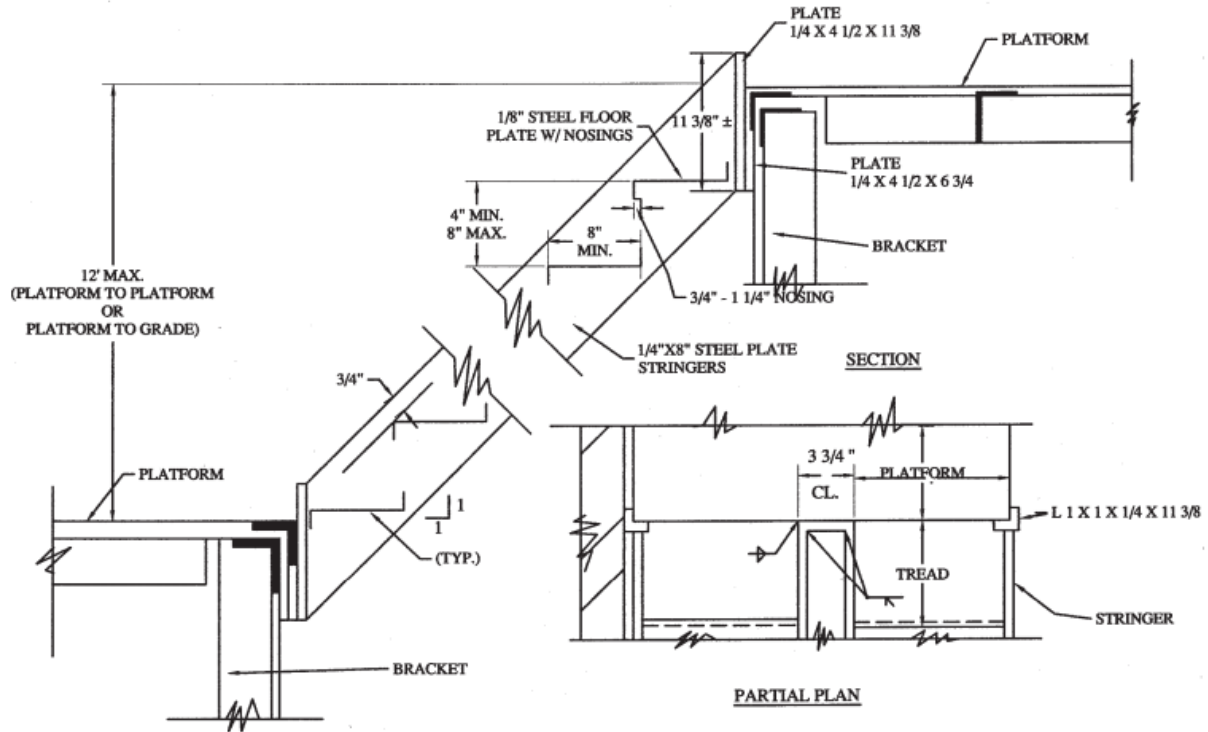
SINGLE STAIR WIDTH PLATFORMS
WITH ADJACENT PASSAGeways

* APPROVED EXIT DOOR OR WINDOW

DETAILS OF LANDING PLATFORM SIZES



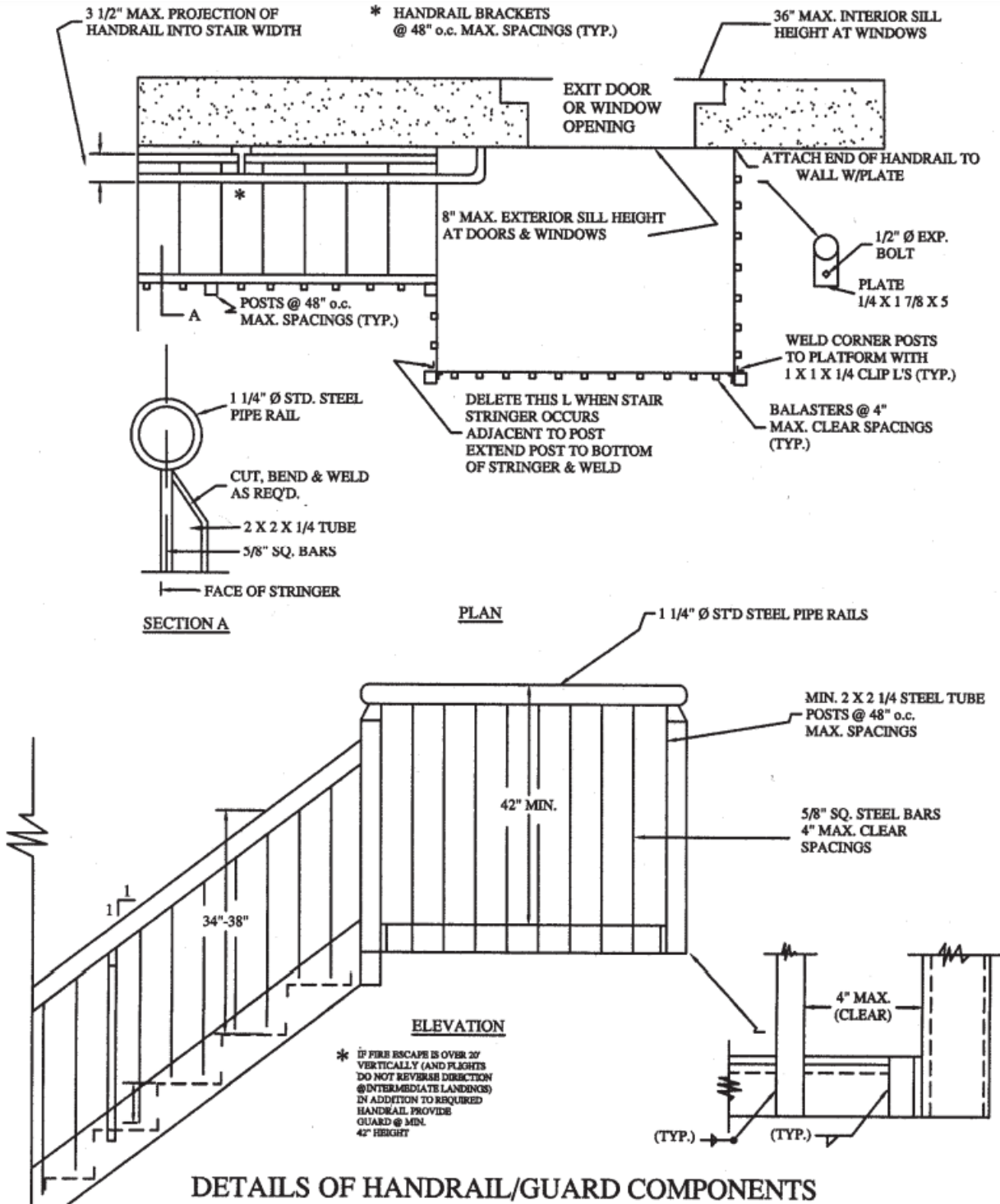
DETAILS OF LANDING PLATFORM COMPONENTS



3 X 8 X 1/4 BENT PLATE
CLIP L'S @ 72" O.C.
MAXIMUM SPACINGS
(ANCHOR TO WALL WITH
3/4" Ø EXP. BOLTS)

DETAILS OF STAIR FLIGHT COMPONENTS

EXHIBIT 'C'



DETAILS OF HANDRAIL/GUARD COMPONENTS

EXHIBIT 'C'



State of New Jersey
 Department of Community Affairs
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 Trenton, NJ 08625-0809
 609-633-6132

VIOLATIONS

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4688987	1 - Proprietary House	Floor 2	Recited 11-2017 Provide 2nd means of egress 2,3,4	[N.J.A.C. 5:70-4.11(d)] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways. Exceptions: i. Storage rooms having a maximum occupant load of 10 ii. Classrooms having a maximum occupant load of 75 in buildings equipped throughout with an automatic fire suppression system iii. In buildings of Use Group I-2, any patient sleeping room or suite of rooms greater than 1,000 square feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4.11(d)]	11/21/2021	Unabated
4688988	1 - Proprietary House	Floor 3	Recited 11-2017 Provide 2nd means of egress 2,3,4	[N.J.A.C. 5:70-4.11(d)] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways. Exceptions: i. Storage rooms having a maximum occupant load of 10 ii. Classrooms having a maximum occupant load of 75 in buildings equipped throughout with an automatic fire suppression system iii. In buildings of Use Group I-2, any patient sleeping room or suite of rooms greater than 1,000 square feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4.11(d)]	11/21/2021	Unabated

EXHIBIT 'D'



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4688989	1 - Proprietary House	Floor 4	Recited 11-2017 Provide 2nd means of egress 2,3,4	[N.J.A.C. 5:70-4.11(d)] All rooms and spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet shall have a minimum of two egress doorways. Exceptions: i. Storage rooms having a maximum occupant load of 10 ii. Classrooms having a maximum occupant load of 75 in buildings equipped throughout with an automatic fire suppression system iii. In buildings of Use Group I-2, any patient sleeping room or suite of rooms greater than 1,000 square feet shall have a minimum of two egress doorways.	Install a minimum of two egress doorways in all rooms or spaces having an occupant load greater than 50 or in which the travel distance exceeds 75 feet . Provide a Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4.11(d)]	11/21/2021	Unabated
4688990	1 - Proprietary House	Vertical Opening - Elevator Shaft	Stairwell/Stairway - recited 11-2017 enclose vertical opening 1 hour	[N.J.A.C. 5:70-4.13(b)] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4.13(b)]	11/21/2021	Unabated
4688991	1 - Proprietary House	Vertical Opening - Stairwell	Stairwell/Stairway - recited 11-2017 enclose vertical opening 1 hour	[N.J.A.C. 5:70-4.13(b)] All interior stairways and other vertical openings connecting four to six floor levels shall be enclosed with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives.	Enclose interior stairways and other vertical openings connecting four to six floor levels with approved assemblies having a fire resistance rating of not less than one hour with approved opening protectives. Provide Certificate of Approval upon completion of work. [N.J.A.C. 5:70-4.13(b)]	11/21/2021	Unabated
4688992	1 - Proprietary House	Floor 1	Front of building - 1st flr Dining room exit door	[N.J.A.C. 5:70-3,1010.1.9] Door Operations. Egress doors shall be readily openable from the egress side	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1010.1.9]	11/21/2021	Unabated



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
			remove keyed locks	without the use of a key or special knowledge or effort.			
4688994	1 - Proprietary House	Stand Pipe - Stairwell	Stairwell/Stairway - Submit copies of standpipe test reports	[N.J.A.C. 5:70-3,901.6] Inspection, testing and maintenance, any installed. Fire detection, alarm, and extinguishing systems, mechanical smoke exhaust systems, and smoke and heat vents whether in a permanent structure or a mobile enclosed unit shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,901.6]	11/21/2021	Unabated
4688995	1 - Proprietary House	Fire Suppression System - Water Sprinkler	Entire Building - Provide copy of sprinkler test report	[N.J.A.C. 5:70-3,903.5] Testing and maintenance. Sprinkler systems shall be tested and maintained in accordance with Section 901.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,903.5]	11/21/2021	Unabated
4688996	1 - Proprietary House	Alarm - Smoke Detector - Hard Wired	Entire Building - Provide copy of fire alarm report	[N.J.A.C. 5:70-3,907.8.2] Testing. Testing shall be performed in accordance with the schedules in NFPA 72 or more frequently where required by the fire code official. Records of testing shall be maintained.Exception: Devices or equipment that are inaccessible for safety considerations shall be tested during scheduled shutdowns where approved by the fire code official, but not less than every 18 months.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,907.8.2]	11/21/2021	Unabated
4688997	1 - Proprietary House	Building 1 - Common	Entire Building - Repair any and all deficiencies listed in test rpt	[N.J.A.C. 5:70-3,104.2.1] Reinspection and testing. Where any work or installation does not pass an initial test or inspection, the necessary corrections shall be made so as to achieve compliance with this	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,104.2.1]	11/21/2021	Unabated

EXHIBIT 'D'



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				code. The work or installation shall then be resubmitted to the fire code official for inspection and testing.			
4688998	1 - Proprietary House	Floor 2	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated
4688999	1 - Proprietary House	Floor 3	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated
4689000	1 - Proprietary House	Floor 4	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4689001	1 - Proprietary House	Floor 5	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated
4689002	1 - Proprietary House	Floor B	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated
4689003	1 - Proprietary House	Floor 1	Install CO Detectors per code	[N.J.A.C. 5:70-4.9(d)] [N.J.A.C. 5:70-4.9.d] Effective September 3, 2017, carbon monoxide detection equipment shall be installed in all existing buildings which contain a fuel-burning appliance or have an attached garage. An "open parking structure," as defined in the building subcode of the Uniform Construction Code, shall not be deemed to be an attached garage.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-4.9.d] [N.J.A.C. 5:70-4.9(d)]	11/21/2021	Unabated



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CLOSED VIOLATIONS

ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4688993	1 - Proprietary House	Floor 1	Dining Room - replace missing escutcheons	[N.J.A.C. 5:70-3,901.4] Installation. Fire protection systems shall be maintained in accordance with the original installation standards for that system. Before any fire alarm, detection or fire suppression system is installed, enlarged or extended, a permit shall be obtained from the construction official.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,901.4]	11/21/2021	Abated
4689004	1 - Proprietary House	Floor 1	Front Door - replace missing exit sign above ball room exit	[N.J.A.C. 5:70-3,1013.1] Exit signs. All means of egress shall be indicated with approved 'Exit' signs where required by the construction code in effect at the time of first occupancy or N.J.A.C. 5:704 et seq., as applicable. All 'Exit' signs shall be maintained visible, and all illuminated exit signs shall be illuminated at all times the structure is occupied. Supplemental internally illuminated directional signs, when necessary, shall be installed in accordance with the technical requirements of the Uniform Construction Code indicating the direction and way of egress. Exceptions: 1.Exit signs are not required in rooms or areas that require only one exit or exit access.2.Main exterior exit doors or gates that are obviously and	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,1013.1]	11/21/2021	Abated

EXHIBIT 'D'



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				clearly identifiable as exits need not have exit signs where approved by the fire code official.3.Exit signs are not required in occupancies in Group U and individual sleeping units or dwelling units in Group R-1, R-2 or R-3.4.Exit signs are not required in dayrooms, sleeping rooms or dormitories in occupancies in Group I-3.5.In occupancies in Groups A-4 and A-5, exit signs are not required on the seating side of vomitories or openings into seating areas where exit signs are provided in the concourse that are readily apparent from the vomitories. Egress lighting is provided to identify each vomitory or opening within the seating area in an emergency.			
4689005	1 - Proprietary House	Floor 2	2nd floor John Edward Pryor suite E-Lights out	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	11/21/2021	Abated
4689006	1 - Proprietary House	Floor 2	John Edward Pryor Suite broken outlet	[N.J.A.C. 5:70-3,605.1] Abatement of electrical hazards. Identified electrical hazards shall be abated. Identified hazardous electrical conditions in permanent wiring shall	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.1]	11/21/2021	Abated

EXHIBIT 'D'



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
				<p>be brought to the attention of the electrical subcode of the Uniform Construction Code Electrical wiring, devices, appliances and other equipment that is modified or damaged and constitutes an electrical shock or fire hazard shall not be used. All electrical wiring, devices, appliances and other equipment shall be maintained in accordance with the provisions of the electrical subcode of the New Jersey Uniform Construction Code and this subchapter.</p>			
4689007	1 - Proprietary House	Floor 3	3rd floor by room 2 painted sprinklers	<p>[N.J.A.C. 5:70-3,901.4.1] Fire protection systems. All fire protection systems shall be maintained in an operative condition at all times. An owner or occupant shall not reduce the effectiveness of the protection so required. This requirement shall not prohibit the owner or occupant from temporarily reducing or discontinuing the protection where necessary to make tests, repairs, alterations or additions. The fire official shall be notified before disconnection or interruption of protection and when tests, repairs, alterations or additions are started and upon completion of such work. The fire official shall be advised of the extent of and reason for such work, and the restoration of the protection shall be diligently pursued.</p>	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,901.4.1]	11/21/2021	Abated



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ID	Bldg #	Item Description	Violation Location	Code Requirement	Corrective Action	Abate By	Status
4689008	1 - Proprietary House	Floor 3	Frederick Smythe Suite E-lights not working	[N.J.A.C. 5:70-3,604.6] Emergency lighting equipment. Emergency lighting and exit signs shall be inspected and tested in accordance with Sections 604.6.1 through 604.6.2.1. All emergency lighting fixtures and components shall be maintained unobstructed, operable, and properly aimed to provide adequately illumination. Where obstructed, misaligned or inoperable, they shall be immediately repaired.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,604.6]	11/21/2021	Abated
4689009	1 - Proprietary House	Floor 3	Frederick Smythe Suite replace missing outlet cov	[N.J.A.C. 5:70-3,605.6] Unapproved conditions. Open junction boxes and openwiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.	Responsible party must comply with the violated provision(s) of the Code. [N.J.A.C. 5:70-3,605.6]	11/21/2021	Abated



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ADMINISTRATIVE APPEAL RIGHTS

The owner of the premises or of the use, or an authorized agent of the owner **MAY CONTEST THIS ORDER** at an Administrative Hearing. The request for a hearing must be made in writing within 15 days after receipt of this order. Request may be made online at the Division of Fire Safety's website (<http://www.nj.gov/dca/divisions/dfs/>) under the DCA RIMS Online Services link or addressed to:

Department of Community Affairs
Hearing Coordinator
PO Box 809
Trenton, New Jersey 08625-0809

In accordance with N.J.A.C. 5:70-2.19 an appeal shall be signed by a proper party and shall include:

- a) The date of the act, which is the subject of the appeal.
- b) The name and status of the person submitting the appeal.
- c) The specific violations or other act claimed to be in error; and
- d) A concise statement of the basis for the appeal

You are advised that only matters deemed to be **CONTESTED CASES**, as defined by the Administrative Procedures Act, will be scheduled for a Hearing. If a hearing is scheduled, you will be notified in advance of the time and place. At a hearing a corporation may be represented only by a licensed attorney, unless approval is given by the Office of Administrative Law. If you elect to submit an appeal online, you will be asked to supply your Registration Number, which is **1216076458**, and Order Number, which is **34559058**. Please enter these fields when requesting your appeal.

EXTENSIONS

If a specified time has been given to abate a violation, **YOU MAY REQUEST AN EXTENSION OF TIME** by submitting a written request to the Division of Fire Safety. This request may be made online at the Division of Fire Safety's website (<http://www.nj.gov/dca/divisions/dfs/>) under the DCA RIMS Online Services link. To be considered, the request must be made before the compliance date specified and must set forth the work accomplished, the work remaining, the reason why an extension of time is necessary and the date by which all work will be completed.

EXHIBIT 'D'



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TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.10(d) 2 an application for an extension shall be deemed to constitute an admission that the notice of violation is factually and procedurally correct and that the violations do or did exist. In addition, the request for an extension constitutes a waiver of the right to a hearing as to those violations for which an extension is applied.

PENALTIES

Pursuant to N.J.A.C. 5:70-2.12, a violation of the Code is punishable by monetary penalties of not more than \$5,000 per day for each violation. Each day a violation continues is an additional, separate violation except while an appeal is pending.

ALSO TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.12A, when an owner has been given notice of the existence of a violation and has not abated the violation, that owner shall, in addition to being liable to the penalty provided for by N.J.A.C. 5:70-2.12, be liable to a dedicated penalty in the like amount.

Pursuant to N.J.A.C. 5:70-2.12(e), a violation that is recurring justifies imposition of an immediate penalty without the necessity for an interval in which corrections can be made. A violation shall be deemed to be a recurring violation if a notice has been served within two years from the date that a previous notice was served and the violation, premises and responsible party are substantially the same.

Claims arising out of penalty assessments can be compromised or settled if it shall be likely to result in compliance. Moreover, no such disposition can be finalized while the violation continues to exist.

Any penalties assessed are in addition to others previously assessed. Penalties must be paid in full within 30 days after an order to pay. If full payment is not made within 30 days, the matter will be referred to the Office of the Attorney General for summary collection pursuant to "The Penalty Enforcement Law of 1999," P.L.1999, C. 274 (C. 2A: 58-1 et seq.).

NOTICE

If you require guidance or advice concerning your legal rights, obligations or the course of action you should follow, consult your own advisor.

EXHIBIT 'D'