SCOPE OF WORK

Judiciary Copy Room

NJN Headquarters / Trenton Office Complex
Mercer County, NJ

Project No. A1407-00

STATE OF NEW JERSEY

Honorable Philip D. Murphy, Governor
Honorable Tahesha L. Way, Lt. Governor

DEPARTMENT OF THE TREASURY

Elizabeth Maher Muoio, Treasurer

DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION

Christopher Chianese, Director

Date: April 19, 2024

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I. OBJECTIVE

The objective of this project is to modify two (2) existing large studio spaces located at the NJN Building in Trenton, for use by the New Jersey Judiciary as a copy rooms. See **Exhibit 'B'** for the project site location map.

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):

- **P001 Architecture**

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

- **P002 Electrical Engineering**
- **P003 HVAC Engineering**
- **P004 Plumbing Engineering**
- **P007 Structural 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 $2,100,000.

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 $2,910,000.

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 construction cost estimate 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	**21**
• *Project Team & DPMC Plan/Code Unit Review & Comment*	14
3. Design Development Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Comment*	14
4. Final Design Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
5. Final Design Re-Submission to Address Comments	**7**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
6. DCA Submission Plan Review	**30**
7. Permit Application Phase	**7**
• *Issue Plan Release*	

8. Bid Phase	**42**
9. Award Phase	**28**
10. Construction Phase	**120**
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:

NJN Building
25 South Stockton Street
Trenton, NJ 08608

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: Nehad Mohamed, Project Manager
Address: Division of Property Management & Construction
20 West State Street, 3rd Floor
Trenton, NJ 08608-1206
Phone No: (609) 802-5354
E-Mail: Nehad.Mohamed@treas.nj.gov

2. Treasury Representative:

Name: Mark Dae, Chief, Property Management
Address: Division Property Management & Construction
20 West State Street, 3rd Floor
Trenton, NJ 08608-1206
Phone No: (609) 984-9711
E-Mail: Mark.Dae@treas.nj.gov

3. New Jersey Judiciary Representatives:

Name: Steven Molyneux, Court Executive 2b
E-Mail: Steven.Molyneux@njcourts.gov

Name: Barbara Nolasco, Asst. Chief of Facilities
E-Mail: barbara.nolasco@njcourts.gov

VI. PROJECT DEFINITION

A. BACKGROUND

The NJN Building, constructed in 1993, is a purpose built building originally housing the NJ Network production and broadcast facilities. In 2011, NJN functions ended and much of the building, especially the studio space was vacated. The property, located at 25 S Stockton, Ernie Kovacs Pl, Trenton, NJ 08611 (Block 202, Lot 4), currently acts as a multi-purpose building.

Renovations have occurred in the building that include modifications to the HVAC system and a new roofing system as the state sought to reuse the building.

B. FUNCTIONAL DESCRIPTION OF THE BUILDING

The NJN Building is a five-story steel framed brick and masonry building with a stepped roofing system along the west side of the building. The building foot print is approximately 28,000 square feet. HVAC equipment is located on the third floor roof step and fifth floor roof. The HVAC equipment to be modified in this project is located on the third floor.

The requested work includes the modifications to two large (2) studio spaces, that are currently being used as storage space. The proposed modifications will allow for the two studios to be utilized by the NJ Judiciary as copy rooms.

Both Studios A and D are on the first floor with three story ceiling heights. Each studio is approximately 5,500 sf in floor area. The Judiciary will used both studios for the copy rooms. The A Studio (north studio) will house mostly copying equipment. The D Studio (south studio) will house mostly pallets. The Judiciary may decide to add copying equipment in the studios in the future.

The original HVAC design was based on the need to address significant heat loads generated from studio lighting and other equipment that is no longer in use. The HVAC system was revised under DPMC project A1158-00 to account for the reduced heat loads at the same time the roof was replaced. Additional broadcasting equipment, no longer in use, was also removed at the time.

A feasibility study completed by Ronald A. Sebring Associates is shown in **Exhibit 'C'**. The Judiciary was able to provide basic programming requirements for the spaces. The current Use Group of the existing Studio spaces on the most current Certificate of Occupancy is A-3. The Copy Room can be assigned as Use Group B provided that paper stored within the space is two pallets or less. More than two pallets is expected. A separate storage room classified as S-1 may be needed.

The proposed layout in the study is subject to change for this and other Judiciary needs. Coordination with Judiciary staff is required. See **Exhibit 'D'** for potential alternative layouts.

Only the two unisex toilet rooms adjoining the north Studio A will require work to comply with the building code. These toilet rooms previously served as dressing rooms. The shower will be identified as out of service.

VII. CONSULTANT DESIGN RESPONSIBILITIES

A. GENERAL

The Consultant shall review the report by Ronald A. Sebring Associates, shown in **Exhibit 'C'** and provide design, specification, bid/award and construction administration services to reconfigure the existing studios A and D in the NJN building for use by the NJ Judiciary as copy rooms. This is expected to include all architectural, HVAC and electrical modifications necessary to provide for the copy room operation.

The design documents shall provide details in the drawings and specification describing the methods and materials required by the contractors to interface the new equipment to the existing interior system components.

B. ARCHITECTURAL

The consultant shall provide a design that complies with New Jersey Rehabilitation Sub code, N.J.A.C. 5:23-6.31, with respect to the change of use of each of the existing studio spaces (currently Use Group A-3) to a Copy Room (Use Group B) and/or Storage Room (Use Group S-1).

The consultant shall provide for a separate paper storage room, if necessary, within the studio space with the appropriate fire separation rating, and shall design any necessary modifications to the sprinkler system to accommodate it.

The existing unisex restrooms adjoining the north Studio A shall be surveyed and brought into compliance with the current Accessibility Sub code.

Carpeting, flooring tiles, cove base and ceiling tiles shall be surveyed and repaired or replaced where applicable.

C. HVAC

1. Air Handler Equipment and Controls:

The specifications shall describe the preferred new air handler systems or equipment and shall list the names of three equal manufacturers for each.

Provide the design for all associated controls necessary for the proper operation of the new units, their related components, and the room temperature and humidity levels. All system automatic electronic controls shall have a manual override feature. Control items to address shall include, but not be limited to the following items: thermostats, wiring, smoke detectors shutdown and interface with the fire alarm panel.

2. Heating and Cooling Load Calculations:

Provide calculations of the required building air supply and exhaust quantities. Provide a ventilation schedule for all building spaces.

Provide calculations of the cooling and heating load requirements of the interior building spaces to be conditioned. Calculations shall be based on, but not be limited to items such as: conduction and convection heat transmission, air ventilation and infiltration, internal building heat sources, etc.

3. Structural Calculations:

One (1) set of signed and sealed structural calculations shall be provided to the DPMC Plan and Code Review Unit Manager indicating that the existing roof structural system is designed properly for the weight of the replacement HVAC units, curbing, supports, ductwork, etc.

The design drawings must indicate the size and dimensions of the new HVAC units and their related curbing, support fixtures, and structural components including the approved method of attachment to those components.

4. Demolition:

Special demolition and removal procedures shall be identified in the design documents for the HVAC units that are to be replaced. Special procedures and required hours for electric utility shutdown and/or switchover during the HVAC unit removal and replacement shall be described and included in the design documents.

5. New Equipment:

Delivery dates of the HVAC equipment specified must be obtainable to meet the projected completion date of the project. Documents shall include a requirement for the Contractor to minimize the HVAC system downtime.

The Consultant shall ensure that a factory representative is onsite for the start-up of the new HVAC equipment.

6. Building Management System Integration:

Provide for integration of the new HVAC system into the CM3 Building Management System.

7. Testing and Balancing:

The Consultant shall use its discretion and experience to determine whether HVAC System Testing and Balancing is needed in order to properly assess the function of the existing HVAC System. Such HVAC System Testing and Balancing shall be performed by a qualified firm. It is not required that such firm be pre-qualified with DPMC, however a NJ Business Registration Certificate will be required.

As part of the design documents, the Consultant shall ensure that, following construction, the Contractor is required to hire a qualified HVAC Testing and Balancing firm, and such firm shall perform system tests to ensure that the HV AC system as installed performs as specified and designed. The design documents shall further require that the HV AC System Testing and Balancing firm shall produce a report setting forth its findings, adjustments, recommendations, and further that it shall certify that the HV AC system meets the design intent and will perform as specified and designed and that that all equipment, i.e., fans, controls, dampers, and devices requiring adjustments or regulation are properly installed, thoroughly cleaned, adjusted, or regulated for proper operation and free from objectionable noise and vibration. It is not required that such firm be pre-qualified with DPMC, however a NJ Business Registration Certificate will be required.

As part of Consultant's Construction Administration services, it will oversee the Contractor's work and their hiring of a HVAC System Testing and Balancing firm. The Consultant shall further ensure that any testing and balancing is performed in accordance with the current Association Air Balancing Council Standards or other State approved associations. Any system tests shall be observed and approved by the DPMC Project Manager and Code Group and a copy of the certified report and certification referred to above is to be provided to the DPMC Project Manager. The system shall be maintained by the maintenance personnel in accordance with the report data and operating manuals provided by the Contractor.

D. ELECTRICAL

The Consultant shall provide a design to ensure that equipment is backed up on generator power and on the UPS system. The Consultant shall perform a load analysis to confirm adequate capacity is available.

Provide a single-line diagram to show new equipment tie-in details that identifies the name, location, and rating of all equipment and panel components. Include panel schedules, wiring identification codes, drawing legends, etc. on the documents.

Provide the design for electrical supply, panels, breakers, etc. for new air handler units and ancillary equipment where required.

E. TRAINING AND TESTING

1. Training:

The Consultant shall include in the specification that the Contractor shall schedule and coordinate all equipment training with the Project Manager and Client Agency representatives. It shall state that the Contractor shall submit the Operation and Maintenance (O&M) manuals, training plan contents, and training durations to the Consultant, Project Manager and Client Agency Representative for review and approval prior to the training session.

The Consultant shall ensure that the training session is video recorded by the Contractor. A copy of the recording shall be transmitted to the Project Manager on compact disk who will forward the material to the Client Agency for future reference.

All costs associated with the training sessions shall be borne by the Contractor installing the equipment. A signed letter shall be prepared stating when the training was completed and must be accompanied with the training session sign-in sheet as part of the project close-out package.

2. Testing:

All equipment and product testing conducted during the course of construction is the responsibility of the Contractor. However, the Consultant shall ensure the testing procedures comply with manufacturers recommendations. The Consultant shall review the final test reports and provide a written recommendation of the acceptance/rejection of the material, products or equipment tested within seven (7) calendar days of receipt of the report.

F. DESIGN MEETINGS & PRESENTATIONS

1. Design Meetings:

Conduct the appropriate number of review meetings with the Project Team members during each design phase of the project so they may determine if the project meets their requirements, question any aspect of the contract deliverables, and make changes where appropriate. The Consultant shall describe the philosophy and process used in the development of the design criteria and the various alternatives considered to meet the project objectives. Selected studies, sketches, cost estimates, schedules, and other relevant information shall be presented to support the design solutions proposed. Special considerations shall also be addressed such as: Contractor site access limitations, utility shutdowns and switchover coordination, phased construction and schedule requirements, security restrictions, available swing space, material and equipment delivery dates, etc.

It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultants to be in attendance at the design review meetings.

Record the minutes of each design meeting and distribute within three (3) calendar days to all attendees and those persons specified to be on the distribution list by the Project Manager.

2. Design Presentations:

The minimum number of design presentations required for each phase of this project is identified below for reference:

Schematic Phase: One (1) oral presentation at phase completion.

Design Development Phase: One (1) oral presentation at phase completion.

Final Design Phase: One (1) oral presentation at phase completion.

F. 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 A1038-00: Rooftop Duct Repairs, As-Builts 10/24/2008, Miller-Remick Corporation
- DPMC Project A1158-00: Roof and HVAC Replacement, 4/14/2014, STV Incorporated
- Trenton Office Complex, 5/29/91, Rothe-Johnson Associates

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:

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":

Joyce Spitale, DPMC
PO Box 235
Trenton, NJ 08625-0235
Joyce.Spitale@treas.nj.gov 609-943-5193

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 construction cost estimate 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 REBATE AND INCENTIVE PROGRAMS

The Consultant shall review any and all programs on the State and Federal level to determine if any proposed upgrades to the mechanical and/or electrical equipment and systems for this project qualify for approved rebates and incentives.

The Consultant shall review the programs available on the "New Jersey's Clean Energy Program" website at: http://www.njcleanenergy.com as well as federal websites and New Jersey electric and gas utility websites to determine if and how they can be applied to this project.

The Consultant shall identify all applicable rebates and incentives in their technical proposal and throughout the design phase.

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"**. 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.

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 PREPARED BY: Cecile Guirguis 04-23-2024

CECILE GUIRGUIS, PROJECT MANAGER — DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: James Wright 4/23/2024

JAMES WRIGHT, MANAGER — DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: Steven Molyneux Digitally signed by Steven Molyneux Date: 2024.04.22 11:40:52 -04'00'

STEVEN MOLYNEUX, COURT EXECUTIVE 2B — DATE
NEW JERSEY JUDICIARY

SOW APPROVED BY: Nehad Mohamed 04/24/2024

NEHAD MOHAMED, PROJECT MANAGER — DATE
DPMC PROJECT MANAGEMENT GROUP

SOW APPROVED BY: 4/24/24

CHRISTOPHER GEARY, ASST. DEPUTY DIRECTOR — DATE
CONTRACTS & PROCURMENT

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. FEASIBILITY STUDY
D. ALTERNATIVE LAYOUTS

END OF SCOPE OF WORK

Deliverables Checklist
Schematic Design Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
13.4.1.	A/E Statement of Site Visit						
13.4.2.	Narrative Description of Project						
13.4.3.	Building Code Information Questionnaire						
13.4.4.	Space Analysis						
13.4.5.	Special Features						
13.4.6.	Catalog Cuts						
13.4.7.	Site Evaluation						
13.4.8.	Subsurface Investigation						
13.4.9.	Surveys						
13.4.10.	Arts Inclusion						
13.4.11.	Design Rendering						
13.4.12.	Regulatory Approvals						
13.4.13.	Utility Availability						
13.4.14.	Drawings (6 Sets)						
13.4.15.	Outline Specifications (6 Sets)						
13.4.16.	Current Working Estimate/Cost Analysis						
13.4.17.	Project Schedule						
13.4.18.	Formal Presentation						
13.4.19.	Scope of Work Compliance Statement						
13.4.20.	Schematic Design Phase Deliverables Checklist						
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

DPMC Project No.: A1407-00

Deliverables Checklist
Design Development Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
14.4.1.	A/E Statement of Site Visit						
14.4.2.	Narrative Description of Project						
14.4.3.	Building Code Information Questionnaire						
14.4.4.	Space Analysis						
14.4.5.	Special Features						
14.4.6.	Catalog Cuts						
14.4.7.	Site Evaluation						
14.4.8.	Subsurface Investigation						
14.4.9.	Surveys						
14.4.10.	Arts Inclusion						
14.4.11.	Design Rendering						
14.4.12.	Regulatory Approvals						
14.4.13.	Utility Availability						
14.4.14.	Drawings (6 Sets)						
14.4.15.	Outline Specifications (6 Sets)						
14.4.16.	Current Working Estimate/Cost Analysis						
14.4.17.	Project Schedule						
14.4.18.	Formal Presentation						
14.4.19.	Plan Review/Scope of Work Compliance Statement						
14.4.20.	Design development Phase Deliverables Checklist						
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

DPMC Project No.: A1407-00

Deliverables Checklist
Final Design Phase

A/E Name: _____

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Enclosed	
		Yes	No	Yes	No	Yes	No
15.4.1.	A/E Statement of Site Visit						
15.4.2.	Narrative Description of Project						
15.4.3.	Building Code Information Questionnaire						
15.4.4.	Space Analysis						
15.4.5.	Special Features						
15.4.6.	Catalog Cuts						
15.4.7.	Site Evaluation						
15.4.8.	Subsurface Investigation						
15.4.9.	Surveys						
15.4.10.	Arts Inclusion						
15.4.11.	Design Rendering						
15.4.12.	Regulatory Approvals						
15.4.13.	Utility Availability						
15.4.14.	Drawings (6 Sets)						
15.4.15.	Outline Specifications (6 Sets)						
15.4.16.	Current Working Estimate/Cost Analysis						
15.4.17.	Project Schedule						
15.4.18.	Formal Presentation						
15.4.19.	Plan Review/Scope of Work Compliance Statement						
15.4.20.	Final Design Phase Deliverables Checklist						
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

DPMC Project No.: A1407-00

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						
16.4.	Drawings, Signed and Sealed (6 Sets)						
16.5.	Specifications, Signed and Sealed (6 Sets)						
16.6.	Current Working Estimate/Cost Analysis						
16.7.	Project Schedule						
16.8.	Plan Review/Scope of Work Compliance Statement						
16.9.	Permit Application Phase Deliverables Checklist						
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						
17.1.2.	Bid Proposal Form						
17.1.3.	Bid Clearance Form						
17.1.4.	Drawings (6 Sets)						
17.1.5.	Specifications (6 Sets)						
17.1.6.	Construction Schedule						
17.3	Pre-Bid Conference/Mandatory Site Visit						
17.3.1.	Meeting Minutes						
17.4	Bulletins						
17.5	Post Bid Meeting						
17.6.	Contract Award "Letter of Recommendation"						
17.8.	Bid Protests - Hearings						
17.9.	Bidding and Contract Award Phase Deliverables Checklist						
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						
18.3.	Submittal Log						
18.4.	Construction Schedule						
18.5.	Project Progress Meetings						
18.7.	Contractor's Invoicing and Payment Process						
18.8.	Contractor Submittals						
18.10.	Testing						
18.11.	Shop Drawings (6 Sets)						
18.12.	As-Built & Record Set Drawings (6 Sets)						
18.13.	Change Orders						
18.14.	Construction Photographs						
18.15.	Field Observations						
18.17.	Construction Phase Deliverables Checklist						
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						
19.5.	Determination of Substantial Completion						
19.6.	Correction/Completion of Punch List						
19.7.	Submission of Close-Out Documentation						
19.7.1.	As-Built and Record Sets of Drawing (6 Sets)						
19.8.	Final Payment						
19.9.1.	Contractors Final Payment						
19.9.2.	A/E's Final Payment						
19.10.	Project Close-Out Phase Deliverables Checklist						
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

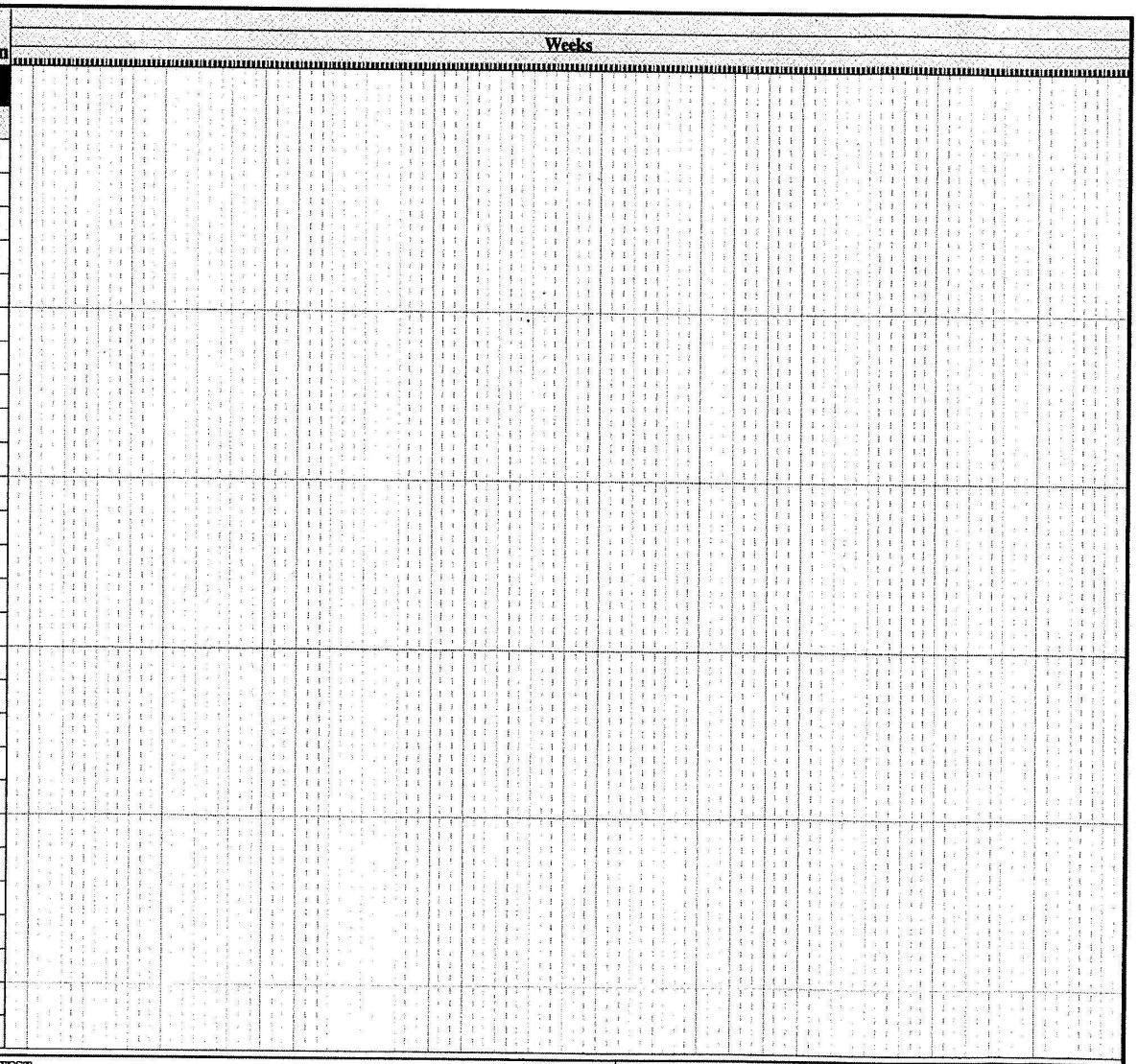
Responsible Group Code Table

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.

CODE	DESCRIPTION	REPORTS TO ASSOCIATE DIRECTOR OF:
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	Rspn
<PROJ>		
Design		
CV3001	Schedule/Conduct Predesign/Project Kick-Off Mtg.	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 Submitl for Constructability	OCS



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

DBCA - TEST

Sheet 1 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

Activity ID	Description	Rspn	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	

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

DBCA - TEST

Sheet 2 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

Activity ID	Description	Rspn	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	

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

DBCA - TEST

Sheet 3 of 3

Bureau of Design & Construction Services

EXHIBIT 'A'

NJN Headquarters / Trenton Office Complex

25 S. Stockton Street Trenton,
NJ 08608

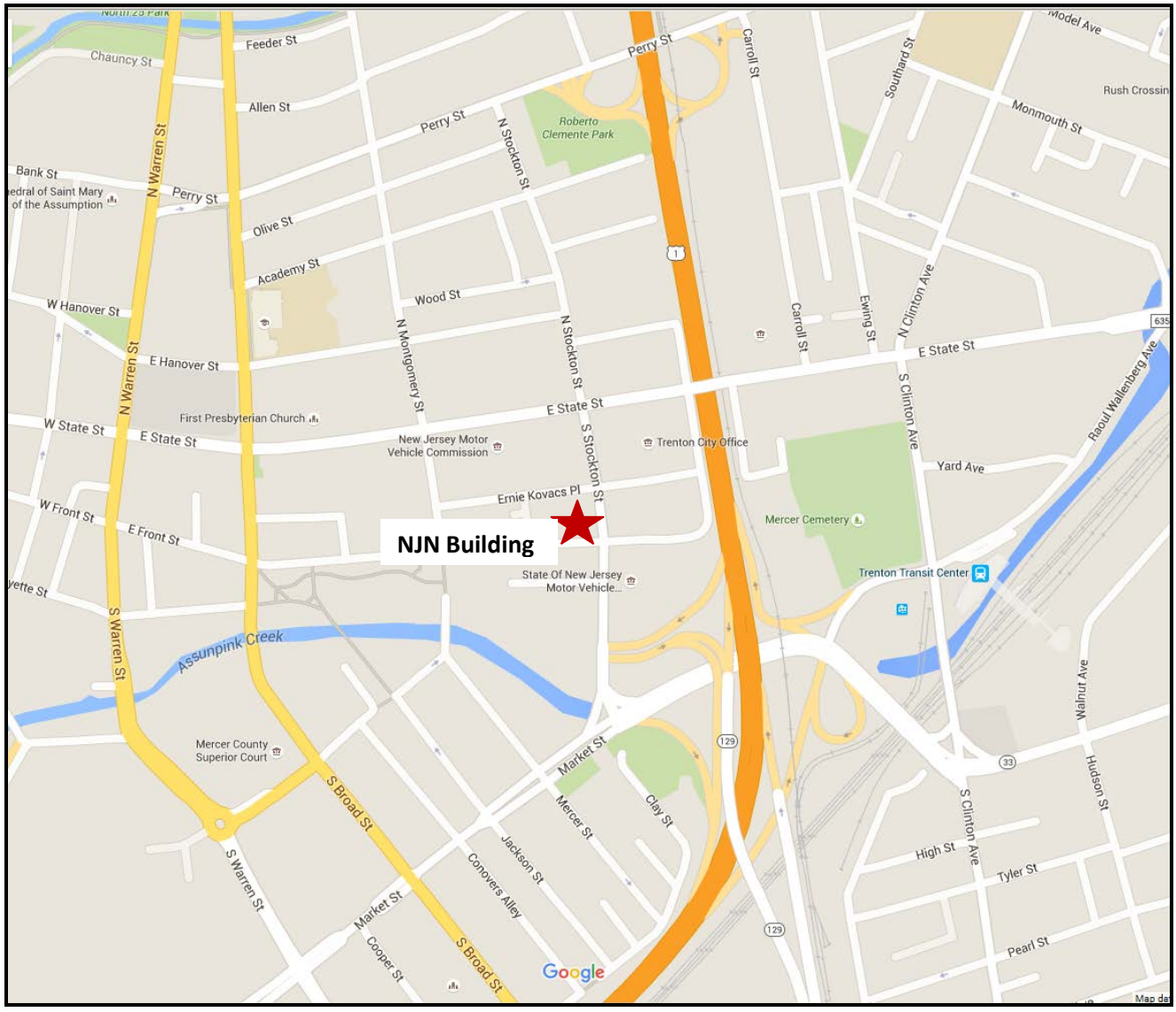


EXHIBIT 'B'

NJN Headquarters / Trenton Office Complex

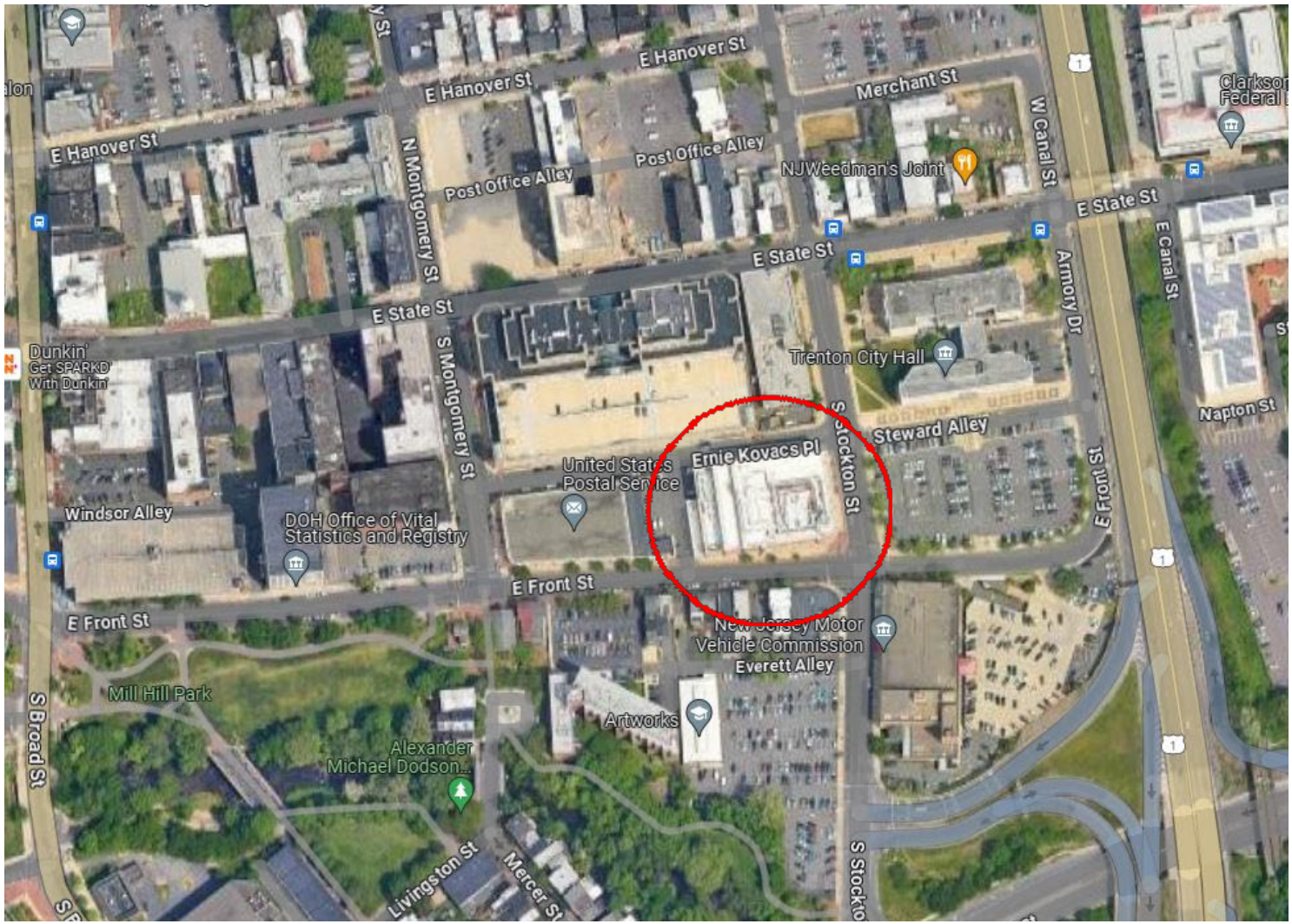


EXHIBIT 'B'

NJN Headquarters / Trenton Office Complex

EXHIBIT 'B'

FEASIBILITY STUDY
NJN BUILDING – JUDICIARY PRINT SHOP

25 S Stockton, Ernie Kovacs Pl, Trenton, NJ 08611 (Block 202, Lot 4), GPS: 40.219400, -74.759908

Prepared by

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636 SKIPPACK PIKE, SUITE 200, BLUE BELL, PA., 19422 PHONE: (215) 886-8947
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5-HOLE STRUCTURAL ENGINEERING, INC.
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E-MAIL: structural5-hole@hotmail.com

October 31, 2023

EXHIBIT 'C'

TABLE OF CONTENTS

Executive Summary	Page 1
Introduction	Page 2
Building Description	Page 3
Building Code and Design Guidelines	Page 4 - 5
Repurposing	Page 6 - 7
Print Shop Layout / Requirements (Building Program)	Page 8 -9
Construction Cost Estimate Summary	Page 10

Attachments:
Appendix “A” – Proposed Print Shop Layout
Appendix “B” – Construction Cost Estimates
Appendix “C” - Structural Analysis
Appendix “D” – MEP Engineering Assessment
Appendix “E” - Photographs

EXHIBIT 'C'

EXECUTIVE SUMMARY

- This Feasibility Study includes the modifications to the existing two large (2) studio spaces, as the current space is no longer utilized. The proposed modifications will allow for the space to be utilized by the Judiciary Print Shop as a printing space.
- The Building Code Criteria for the NJN Building is as follows:
    - Area Largest Floor: (Ground Floor) 27,980 Square Feet
        - Business (B): 12,030 SF
        - Assembly (A-1): 10,950 SF (Proposed Factory F-1 Change of Use)
        - Storage (S-1): 5,000 SF
- The two (2) Studio areas are large enough to support the needs of the proposed repurpose to the Judiciary Print Shop Rooms.
- The Structural Load Analysis Report, prepared by 5-Hole Structural, Inc., determined that the first-floor structure, both slab-on-grade and the supported slab portions, is adequate to support the proposed new printing equipment.
- The Structural Load Analysis Report, prepared by 5-Hole Structural, Inc., determined that the entirety of the concrete slab-on-grade is adequate to support the pallet loadings. However, the analysis determined that a portion of the supported slab is not adequate to support the pallet loadings. A diagrammatic drawing is included in the appendix of this Study.
- The requirements for the Judiciary Print Shop were provided to RASA for use in preparation of this Feasibility Study. The lists of proposed equipment, including space and access requirements, BTU ratings, power requirements, and weights are delineated within the Study.
- Two (2) separate areas that contain toilet rooms adjacent to the proposed printing rooms. Both contain a Men's Room and Women's Room with multiple toilets fixtures available, and a third area that contains a unisex toilet room. The existing toilet rooms will require work to comply with the current building code.
- Multiple aesthetic issues were observed and noted during the investigation phase of this Feasibility Study. The items were noted as deficient, although replacement is not required to meet the Code Requirements associated with the repurposing of the subject space.
- Construction Cost Estimates were prepared and multiple options provided dependent on available budget. The following are the prepared cost estimates:
    - Required Work: $91,408.00
    - Required Work + Removal of Finishes: $189,576.48
    - Required Work + Additional Gypsum Wallboard: $305,678.56
    - Total for All Items Recommended for Correction: $448,235.31.

EXHIBIT 'C'

INTRODUCTION

Ronald A. Sebring Associates, LLC (***RASA***) was commissioned by the State of New Jersey, Department of the Treasury, Division of Property Management and Construction (DPMC) to conduct a feasibility study for the adaptive reuse of the former studio space within the NJN Building as a printing facility for the NJ Judiciary Print Shop. This Study includes the programming, evaluation, conceptual layout, and construction cost estimates for the repurposing of the aforementioned space. Other considerations, such as MEP accommodations and construction costs, and Structural Analysis of the space to ensure that the existing structure is adequate to support the newly proposed loads, are also included in this Study.

Aerial View of the Existing NJN Building

EXHIBIT 'C'

BUILDING DESCRIPTION

The property, located at 25 S Stockton, Ernie Kovacs Pl, Trenton, NJ 08611 (Block 202, Lot 4), currently acts as a multi-purpose building. The requested work includes the modifications to the existing two large (2) studio spaces, as the current space is no longer utilized. The proposed modifications will allow for the space to be utilized by the Judiciary Print Shop as a printing space. The Client Agency was able to provide basic programming requirements for the spaces transition.

On September 12th, 2023, Schiller and Hersh, Inc., (MEP), and representatives of the Client Agency met on the site to discuss the programming and existing conditions at the site. The MEP Engineer was able to determine the required additions to properly accommodate the space for the proposed printing equipment. The Client Agency was able to provide twelve (12) months of electrical bills, showing the peak demand for kW of the building. The MEP Engineer prepared an independent analysis, which is included in Appendices “D” of this Study.

On September 14th, 2023, Ronald A. Sebring Associated, LLC., accompanied by the Structural Engineer of Record, visited the site to discuss the programming and existing conditions at the site. The existing two (2) studio spaces are approximately 85’-0” x 60’-0” or approximately 5,100 square feet. After discussing programming, and assessing the needs of the Client, it was determined that the existing space is adequate to accommodate the proposed repurposing.

The existing conditions of the site were assessed. The existing 5,100 square foot studio spaces consist of the following:

- Floor: 5” thick concrete slab on grade with a 1” topping slab.
- Wall Construction: 8” CMU with 2-3/4” metal studs
    - Sound attenuating insulation and fabric coverings are placed between the 2-3/4” metal studs
    - At the separation wall between the two (2) studio spaces is a 1-1/2” Expansion Joint and 12” airspace between the 8” CMU wall construction.

- Height: The available vertical space is 29’-3” to the bottom of the steel truss system. The maximum ceiling height to the floor above is approximately 40’-9”.
- A metal mezzanine within the northern studio space with no access from the first floor exists, and is currently utilized as a storage space.
- The two (2) studio spaces are currently utilized as storage spaces. It is understood that the existing stored materials will be removed prior to the implementation of the proposed repurposing to the printing room.
- There are two (2) separate areas that contain toilet rooms adjacent to the proposed printing rooms. Both contain a Men’s Room and Women’s Room with multiple toilets fixtures available, and a third area that contains a unisex toilet room.

EXHIBIT 'C'

BUILDING CODE CRITERIA

There are requirements that will need to be addressed to accommodate the proposed Change of Use.

Building Code Criteria:

- Area Largest Floor: (Ground Floor) 27,980 Square Feet
  - Business (B): 12,030 SF
  - Assembly (A-1): 10,950 SF (Proposed Factory F-1 Change of Use)
  - Storage (S-1): 5,000 SF

- Use Group Adjustment: Current = A-1 Assembly Proposed = F-1 Factory
- Proposed Actual Use: Print Shop
- Occupant Load of Print Shop (Actual for Plumbing Fixtures): 10[1]
- Occupant Load of Print Shop (Per IBC Table 1004.5 for Means of Egress): 110[2]
- Height: Five (5) Stories, 71'-6" +/- Construction Classification: Type IIA
- The building is protected with an existing complete fire suppression system.

It is understood that no alterations to the configuration to the structure are proposed as part of the Change of Use. In accordance with the New Jersey Rehabilitation SubCode N.J.A.C. 5:23, Subchapter 6, when the use of a building is changed, then the building must be brought into compliance with applicable basic requirements of Section 6.31 of the SubCode.

Compliance with the specific subsections governing compliance with the basic requirements is required when the change of use will increase the relative hazard. The relative hazard index related to each subsection is presented at the beginning of each subsection.

For this proposed change in use from A1-Assembly to Factory F-1, all of the relative hazard indexes are to a lower or equal and are not increased. Only a few areas need to be addressed to provide compliance. For example, work related to renovation and alteration work is required to comply with the applicable sections of the Rehabilitation SubCode. Also if there are elements that are not in compliance with the Uniform Fire Code, Fire Safety Code, N.J.A.C. 5:70.4, they must be brought into compliance.

Rehabilitation SubCode Categories where the proposed Change of Use is to a higher category:

[1] Occupant Load of 10 provided by the Client Agency.
[2] With respect to Means of Egress, the proposed Change of Use is to a lower relative use category per the NJ Rehabilitation Subcode and improvements or increases to the existing means of egress are not required.

Exposure of Exterior Walls and Openings: The proposed Change of Use will increase the combined areas of F-1 and S-1 uses to greater than 12,000 square feet in area. The exterior wall fire-resistance ratings based on exposure / fire separation distance and maximum opening areas must not exceed the limits presented in 5:23-6.31(f)(2).

The design professional responsible for the design of the Project shall evaluate the existing exterior wall fire ratings and openings with respect to distances to adjacent buildings and property lines to determine if the existing conditions meet the Code requirements or if modifications will be necessary for compliance.

Structural Loading: The proposed change of use is to a higher structural load category. The Rehabilitation Subcode requires that the structure be capable of supporting the load requirement for the new use as specified in Table 1607.1 of the Building Subcode. Structural analysis, performed by 5-Hole Structural Engineering, Inc. and included as Appendix “C” of this Study indicates that the space meets these requirements, but with restrictions on the areas where pallets can be placed.

Plumbing: Any change of use requires compliance with the Basic Requirements of the Rehabilitation Subcode for the specific Use. For the proposed F-1 Use the existing two single user gender assigned toilet rooms, will satisfy an occupant load of up to 50. One (1) service sink is required per floor as well as drinking water facilities, and these elements are provided on the first floor of the building in the common area.

If the proposed use will produce chemical waste, then either the existing piping must be deemed compatible with the specific chemical waste, or the chemical waste treated and neutralized prior to entering the drainage system, or the drainage system piping upgraded to a compatible material. If chemical waste is to be discharged approval of the sewage authority must be obtained as a prior approval. It is understood, based on information provided by the Client Agency, that no chemicals will be generated or utilized other than basic cleaning materials.

Mechanical Ventilation: The change of use is to an occupancy that requires less ventilation air than the former use, therefore no increase in outside ventilation air is required.

Accessibility: The area of the proposed Change of Use is greater than 10,000 square feet and the area must be brought into full compliance with the current Accessibility Subcode requirements. The existing shower is not accessible and shall not be utilized unless altered for compliance. The existing Toilet Rooms appear to be generally compliant, however, the Toilet Rooms, the doors, and the adjacent corridors will need to be specifically surveyed for compliance.

EXHIBIT 'C'

REPURPOSING

It was determined that the existing conditions are adequate to house the proposed required equipment and storage. Refer to the Structural Analysis provided by 5-Hole Structural Engineering, Inc., within the Appendix at the end of this Study.

No Product Data or Manufacturer information was available for the sound attenuating insulation panels with fabric covering during the preparation of this Study. The observed material does not appear to adequately meet the Code requirements for flame spread ratings, and it is likely that one (1) of two (2) options will be required to prepare the space to be code compliant.

- The first option, which is a more economical option, is to remove the existing 2-3/4" metal stud and sound attenuating panel construction entirely, leaving the 8" CMU block wall exposed. As the CMU was previously not visible, it is likely that painting the CMU block wall will be required. The Construction Cost Estimate for the removal of the existing materials and painting the CMU block wall is: **$189,576.48**

- The second option, which is the recommended approach, includes providing a single layer of 5/8" thick, Type-X Gypsum Wallboard atop the existing 2-3/4" metal stud wall framing, full height. The implementation of the full-height single layer of gypsum wallboard will allow for the proper flame spread rating, that meets the Code requirements, while also maintaining / increasing the level of sound attenuation between the two proposed print shop spaces. The Construction Cost Estimate for the implementation of the single layer of gypsum wallboard is: **$305,678.56**

It was determined that the existing items stored within the two (2) spaces are to be removed prior to any construction work is to take place.

Toilet Rooms / Break Room

There are two (2) separate areas that contain toilet rooms within the common area of the building, which are near the proposed printing rooms. Both contain a Men's Room and Women's Room with multiple toilets fixtures available. Within the subject area of this Study, two (2) unisex Toilet Rooms exist. The existing toilet rooms will require work to comply with the current building code.

During the investigation phase of this Feasibility Study, the Toilet Rooms and Break Room (Previously Dressing Rooms) were observed for any deficiencies and compliance with the Accessibility Sub-Code. The following are items that will require correction to facilitate the repurposing of the space.

- The marble door threshold transition into the proposed Break Room is not compliant / accessible and will require replacement.
- The marble door threshold transition into the shower area is not compliant / accessible and will require replacement.
- The lavatory within the space is above the allowable height per the Accessibility Code and will be required to be lowered.
- The vertical and horizontal grab bars within the Toilet Rooms are not sufficient and will require replacement.
- The existing shower within the Women's Dressing Room is not accessible. Significant alterations would be required for compliance and it is recommended that the shower be identified as out-of-service.

Multiple aesthetic issues were observed during the investigation phase of this Feasibility Study. The following items were noted as deficient, although replacement is not required to meet the Code requirements associated with the repurposing of the subject space.

- Existing carpet tile flooring is damaged in some areas.
- Existing 2x3 floor tiles are damaged in some areas and are aged. Replacement is recommended.
- Tile cove base surrounding perimeter of space is damaged in some areas.
- Acoustical Ceiling Tiles show moisture staining and bowing throughout.

EXHIBIT 'C'

PRINT SHOP LAYOUT / REQUIREMENTS (BUILDING PROGRAM)

The requirements for the Judiciary Print Shop were provided to RASA for use in preparation of this Feasibility Study. The following are lists of proposed equipment, including space and access requirements, BTU ratings, power requirements, and weights.

Equipment Pallets and Weights

- Qty. 2 - Bell & Howell F13 Inserter - 3,661 lbs.
- Qty. 2 - Xerox Nuvera 288 printer – 3,073 lbs.
- Qty. 1 - Halm i-Jet 2 Envelope Printer – 3,225 lbs.
- Qty. 2 - Challenge Campion 305TC 30.5″ Cutter – 3,750 lbs.
- Qty. 2 - Compressor for inserter – 556 lbs.
- Qty. 30 - skids of pre-printed envelopes – one skid weighs 1,300 lbs.
- Qty. 11 - skids of copier paper – one skid weighs 2,000 lbs.

Print Shop Equipment Space Requirements including required access clearances

- Qty. 2 - Bell & Howell F13 Inserter - 22’ x 17’
- Qty. 2 - Xerox Nuvera 288 printer - 23’-6” x 9’-6”
- Qty. 1 - Halm i-Jet 2 Envelope Printer - 22’ x 9’-5”
- Qty. 2 - Challenge Campion 305TC 30.5″ Cutter - 6’ x 9’-6”
- Qty. 2 - Compressor for inserter - 57” x 24”
- Qty. 30 - skids of pre-printed envelopes; each skid is - 3’ x 4’
- Qty. 11 - skids of copier paper; each skid is - 3’ x 4’

Print Shop Equipment BTU Ratings

- Qty. 2 - Bell & Howell 513 Inserter – 29,765 BTU per running hour
- Qty. 2 - Xerox Nuvera 288 – 32,046 BTU per hour running
- Additional Notes:
    - 4,488 BTU per hour standby
    - Humidity may not exceed 60%
    - Local control of HVAC system is required.

Print Shop Equipment Power Requirements

- **Type: 208V 3PH**
    - 208V 3PH – (2) 50AMP for xerox engine (Power consumption: 8.300 kw running)
    - 208V 3PH – (2) 50AMP for xerox engine (Power consumption: 8.300 kw running)
    - 208V 3PH – (2) 60AMP for inserter base machine

- 208V 3PH – (2) 20AMP for inserter compressor
- 208V 3PH – (1) 40AMP for cutter
- 230V 3PH
- 230V 3PH – (2) 10.2 AMP for inserter compressor- default from factory
- 208V 3PH – (2) 12.2 AMP for inserter compressor- optional; to be wired at installation site

- **Type: 115V 1PH**
  - 115V 1PH – (2) 15AMP for inserter dryer
  - 115V 1PH – (2) 20AMP for xerox stacker w/9' power cord
  - 115V 1PH – (2) 20AMP for xerox stitcher w/9' power cord
  - 115V 1PH – (2) 20AMP for xerox tape binder w/9'power cord
  - 115V 1PH – (2) 20AMP for IT data rack
  - 115V 1PH – (1) 20AMP for CJSU security system
  - 115V 1PH – (1) Tabletop Printer
  - 115V 1PH – (1) Free Standing Shredder
  - 400-480V 3PH
  - 400-480V 3PH – (1) 30AMP for envelope printer

Print Shop Equipment Requiring Cat6 Data Connections

- Qty. 2 - Bell & Howell F13 Inserter
- Qty. 2 - Xerox Nuvera 288 printer
- Qty. 1 - Halm i-Jet 2 Envelope Printer
- Qty. 1 – Printer

A proposed Print Shop Layout Plan is included in Appendix "A" of this Study.

It was noted that while reviewing the various operating print shop layouts, provided by the NJ Judiciary, and the requested quantities of printing equipment and storage requirements, that only one (1) of the two (2) studios are necessary to accommodate the needs of the repurpose.

Two (2) sketches were prepared, proposing layouts for the print shop in each of the Studios. The MEP Assessment and Structural Analysis delineate that it is most beneficial to utilize the North Studio for the printing room. However, either of the two spaces may accommodate the needs of the Facility.

Only utilizing a single studio space for repurposing into a Print Shop will allow for a large cost savings, as only one (1) space would require finishing, climate control upgrades, etc.

CONSTRUCTION COST ESTIMATE

The Construction Cost Estimate for the proposed Repurposing / Change of Use is broken down into multiple options, depending on available budgeting.

The required work, which includes the accessibility upgrades and items relevant to meet the minimum code requirements, totals approximately: **$91,408.00.**

The work involved in the economical option to remove the existing 2-3/4" metal stud and sound attenuating panel construction entirely, leaving the 8" CMU block wall exposed totals approximately: **$98,086.48.**

The work involved in the recommended option, which includes providing a single layer of 5/8" thick, Type-X Gypsum Wallboard atop the existing 2-3/4" metal stud wall framing, full height totals approximately: **$214,270.56.**

The total approximate Construction Cost for the work if option No.1 is selected is: **$189,576.48.**

The total approximate Construction Cost for the work if option No.2 is selected is: **$305,678.56.**

The approximate total Construction Cost for the recommended additional finish upgrades to correct the noted aesthetic deficiencies throughout the subject location totals approximately: **$51,148.75.**

The estimated total cost for the printing equipment, based off of the Manufacturer's estimated value, is approximately **$1,248,032.00.** (This is not factored into the final costs).

The total Construction Cost for all recommended work per this Feasibility Study totals approximately: $**448,235.31.**

End of Study

Attachments:
Appendix "A" – Proposed Print Shop Layout
Appendix "B" – Construction Cost Estimates
Appendix "C" - Structural Analysis
Appendix "D" – MEP Engineering Assessment
Appendix "E" - Photographs

Prepared 10/31/23 by:
Ronald A. Sebring Associates, LLC
1000 Washington Street, Suite 201
Toms River, NJ 08753

EXHIBIT 'C'

Appendix “A”
Proposed Print Shop
Layout Drawings

EXHIBIT 'C'

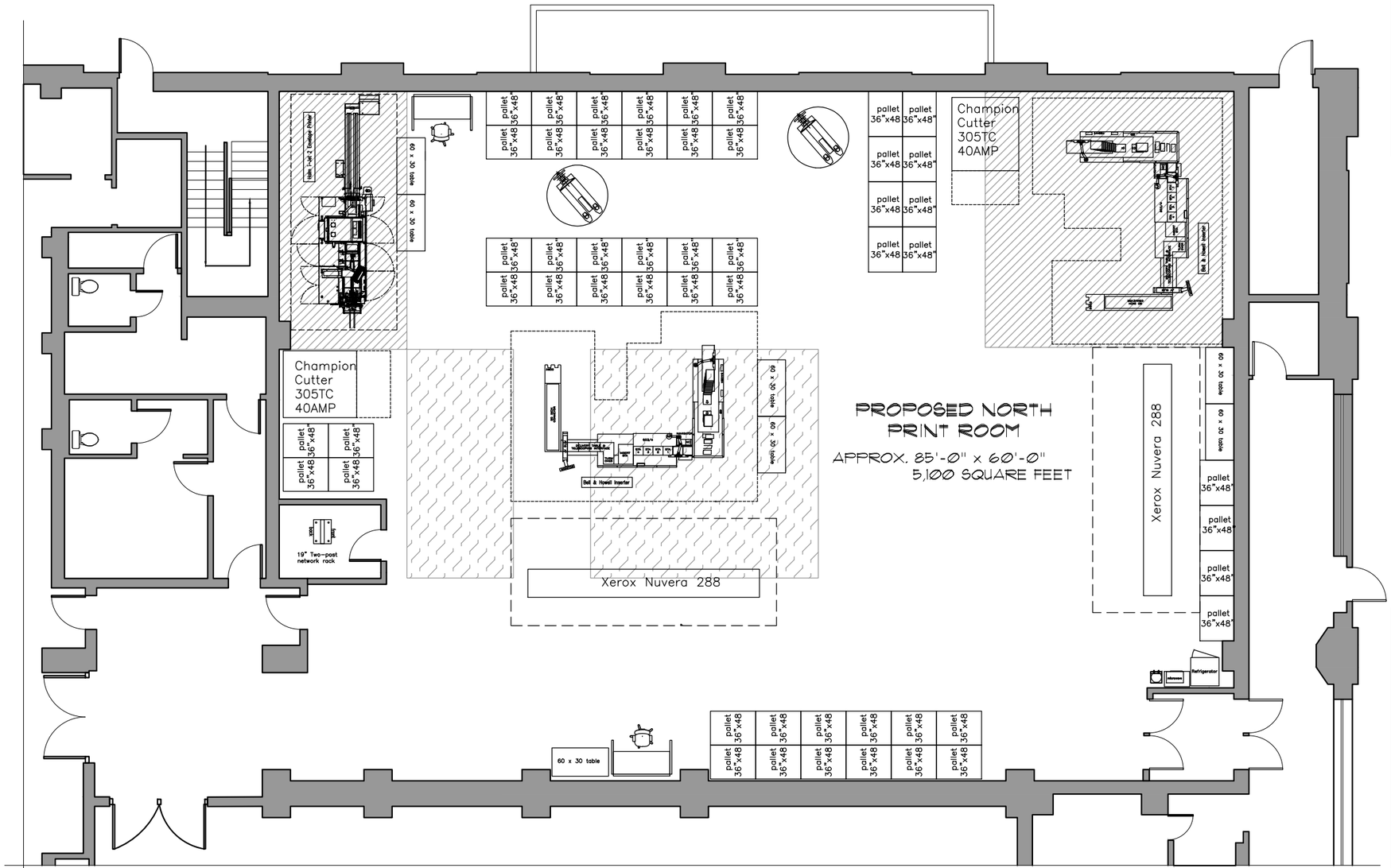
RONALD A. SEBRING ASSOCIATES, LLC
ARCHITECTURE AND DESIGN
1000 WASHINGTON STREET
SUITE 201
TOMS RIVER, NJ 08753
ARCHITECTS@RASALLC.COM
(732) 701-3444

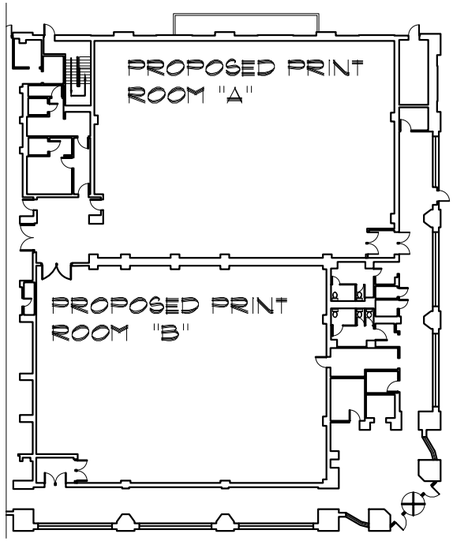
SUBMISSION	BY	DATE
FINAL DESIGN	ARC	10/30/23

DAVID A. CLARK
ARCHITECT 17149

PROPOSED JUDICIARY PRINT ROOM LAYOUT
NJN BUILDING, FORMER STUDIOS
25 S STOCKTON, ERNIE KOVACS PLACE
TRENTON, NJ 08611

DRAWING SK-1





OVERALL PLAN

SCALE: 3/16" = 1'-0"

PROPOSED PRINT ROOM "A" LAYOUT

SCALE: 3/32" = 1'-0"

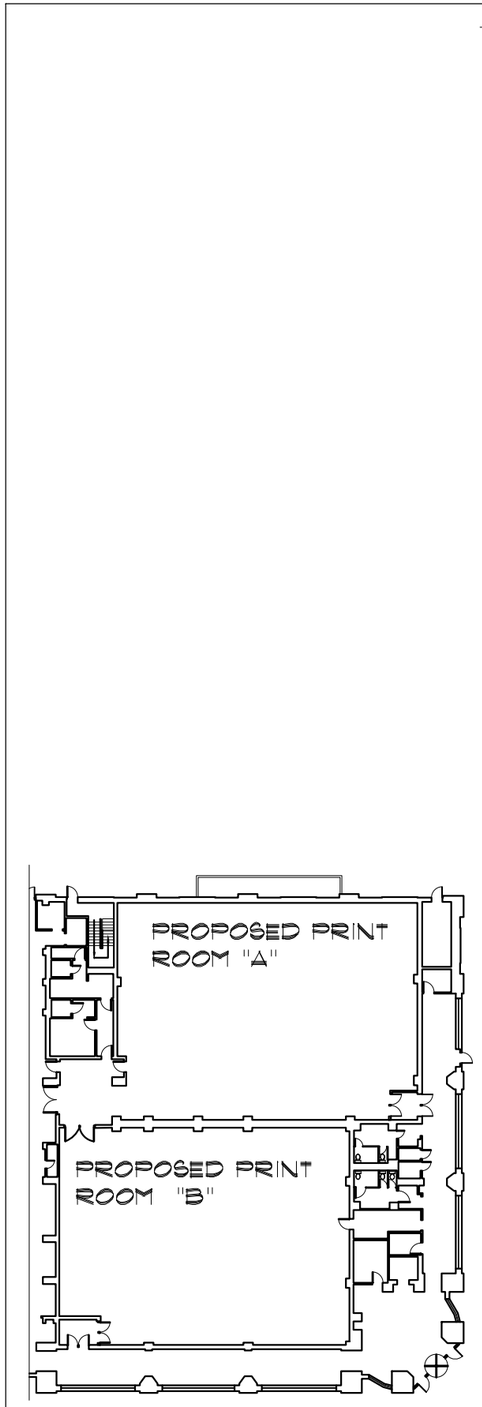
NOTE: THIS PURPOSED LAYOUT INCLUDES ALL REQUIREMENTS AS DETAILED BY THE NJ JUDICIARY.

LEGEND

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING ONLY, NO PALLET LOADS PERMITTED

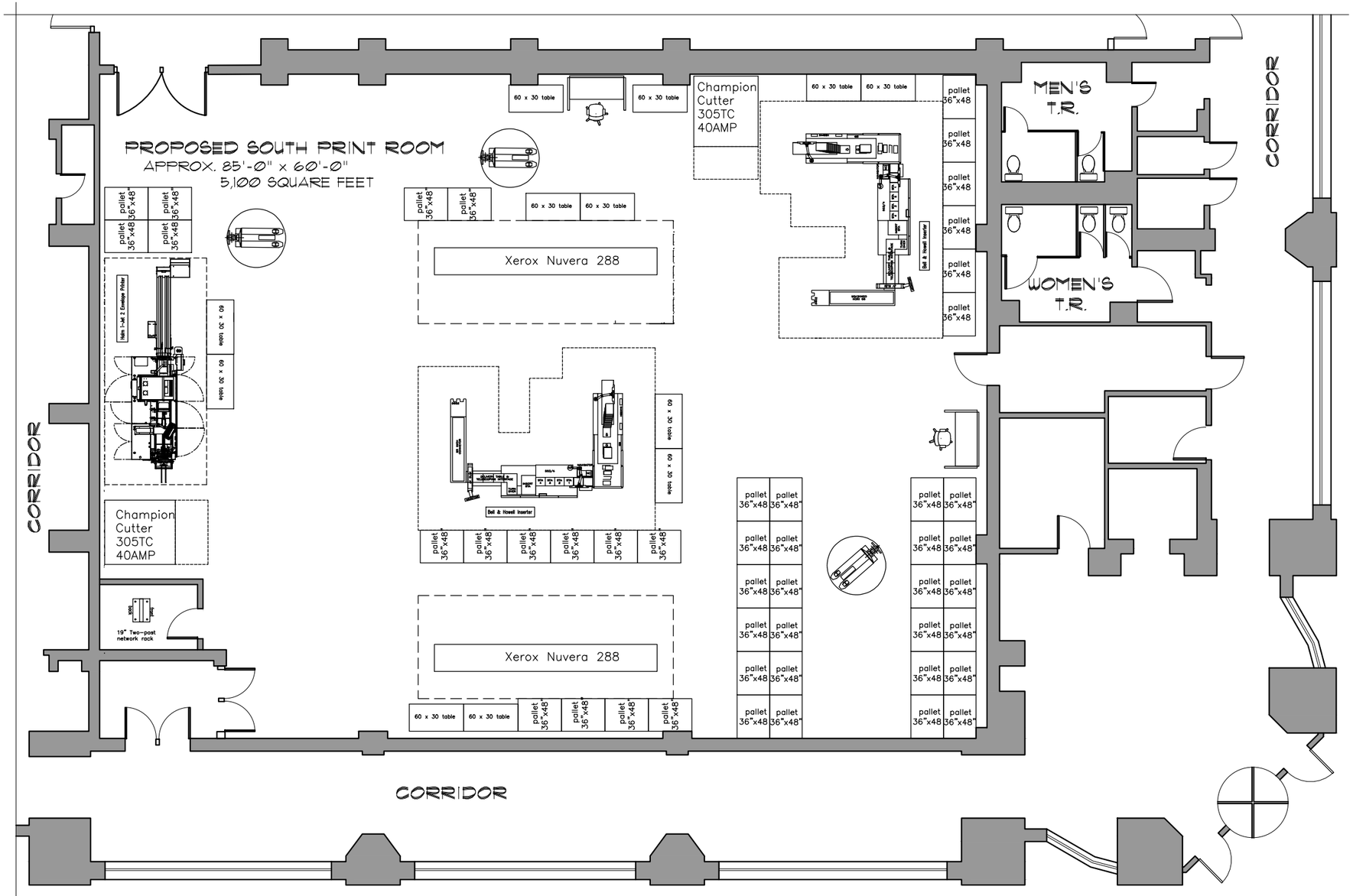
AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING AND 80% BEAM LENGTH OF FULL PALLET LOADS

EXHIBIT 'C'



OVERALL PLAN

SCALE: 3/16" = 1'-Ø"



PROPOSED PRINT ROOM "B" LAYOUT

SCALE: 3/32" = 1'-Ø"

LEGEND

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING ONLY, NO PALLET LOADS PERMITTED

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING AND 80% BEAM LENGTH OF FULL PALLET LOADS

NOTE: THIS PURPOSED LAYOUT INCLUDES ALL REQUIREMENTS AS DETAILED BY THE NJ JUDICIARY.

RONALD A. SEBRING ASSOCIATES, LLC
ARCHITECTURE AND DESIGN
1000 WASHINGTON STREET
SUITE 201
TOMS RIVER, NJ 08753
ARCHITECTS@RASALLC.COM
(732) 701-3444

SUBMISSION	BY	DATE
FINAL DESIGN	ARC	10/30/23

DAVID A. CLARK
ARCHITECT 17149

PROPOSED JUDICIARY PRINT ROOM LAYOUT
NJN BUILDING, FORMER STUDIOS
25 S STOCKTON, ERNIE KOVACS PLACE
TRENTON, NJ Ø8611

DRAWING SK-2

EXHIBIT 'C'

Appendix “B”
Construction Cost Estimates

EXHIBIT 'C'

CONSTRUCTION COST ESTIMATE
NJN BUILDING - JUDICIARY PRINT SHOP
REPURPOSING / CHANGE OF USE
10/31/23

ITEM	QUANTITY	COST PER UNIT	TOTAL
REQUIRED WORK			
SUPERVISION /WEEK	6.00	$3,200.00	$19,200.00
MOBILIZATION/DEMOBILIZATION /L.S.	1.00	$5,000.00	$5,000.00
GENERAL CONDITIONS - PROJECT MGMT. /L.S.	1.00	$8,500.00	$8,500.00
DEMOLITION /L.S.	1.00	$5,000.00	$5,000.00
DOOR THRESHOLD /EACH	4.00	$650.00	$2,600.00
ACCESSIBILITY UPGRADES /L.S.	1.00	$13,500.00	$13,500.00
ELECTRICAL /L.S. ** REFER TO MEP BREAKDOWN	1.00	$257,722.00	$257,722.00
MECHANICAL /L.S. ** REFER TO MEP BREAKDOWN	1.00	$640,742.00	$640,742.00
PRINTING SHOP EQUIPMENT			
BELL & HOWELL F13 INSERTER /EACH	2.00	$98,000.00	$196,000.00
XEROX NUVERA 288 PRINTER /EACH	2.00	$460,000.00	$920,000.00
HALM I-JET 2 ENVELOPE PRINTER /EACH	1.00	$19,542.00	$19,542.00
CHALLENGE CHAMPION 305TC 30.5″ /EACH	2.00	$38,995.00	$77,990.00
COMPRESSOR FOR INSERTER /EACH	2.00	$13,500.00	$27,000.00
PAPER & ENVELOPES /L.S.	1.00	$7,500.00	$7,500.00
OPTION 1 (REMOVAL OF FINISHES)			
PAINTING /S.F.	15200.00	$2.38	$36,176.00
DEMOLITION OF 2-3/4" METAL STUD /S.F.	15200.00	$1.65	$25,080.00
REMOVAL OF EXISTING SOUND PANELS /S.F.	15200.00	$1.11	$16,872.00
INCREASE FOR HEIGHT /L.S.	1.00	$6,500.00	$6,500.00
OPTION 2 (ADDITIONAL GYPSUM WALLBOARD)			
PAINTING /S.F.	15200.00	$2.38	$36,176.00
INSTALLATION OF 5/8" TYPE-X GYPSUM WB /S.F.	15200.00	$8.95	$136,040.00
INCREASE FOR HEIGHT /L.S.	1.00	$12,500.00	$12,500.00
OPTION 3 (FINISH UPGRADES)			
NEW FLOOR TILE /S.F.	1700.00	$11.50	$19,550.00
NEW TILE COVE BASE /L.F.	135.00	$12.25	$1,653.75
NEW ACOUSTICAL CEILING TILE /S.F.	2100.00	$7.50	$15,750.00
ADDITIONAL PAINTING /S.F.	3000.00	$2.38	$7,140.00

TOTALS (INCLUDES LABOR AND AREA ADJUSTMENT / OVERHEAD [10%] & PROFIT [6%])

TOTAL (REQUIRED WORK)	**$1,104,626.24**
TOTAL (REQUIRED WORK + OPTION 1)	**$1,202,794.72**
TOTAL (REQUIRED WORK + OPTION 2)	**$1,318,896.80**
TOTAL (RECOMMENDED FINISH REPLACEMENT)	**$51,148.75**
TOTAL PER STUDY RECOMMENDATIONS (REQUIRED WORK + OPTION 2 + FINISH UPGRADES)	**$1,340,490.99**
TOTAL (PRINTING SHOP EQUIPMENT)	**$1,248,032.00**

EXHIBIT 'C'

Appendix “C”
Structural Analysis

PREPARED BY 5-HOLE STRUCTURAL INC.

EXHIBIT 'C'

5-Hole Structural Engineering

October 20, 2023

Mr. Alex Clark
Project Manager
Ronald A. Sebring Associates, LLC
1000 Washington Street, Suite 201
Toms River, NJ 08753

Regarding: **Load Analysis Report**
New Jersey Judicial Print Shop
Former NJN Building
25 S Stockton Street
West Trenton, New Jersey
Project Number 23025.00

Dear Alex:

Ronald A. Sebring Associates, LLC. (RASA) retained the services of 5-Hole Structural Engineering, Inc. (5-Hole SEI) to perform an analysis of the first-floor structure to support the proposed placement of the New Jersey Judicial Print Shop at the referenced building. The purpose of the analysis assessment was to determine if the existing structure would be adequate to support the loading from the proposed equipment and pallet loads to assist with locating said equipment and pallets within the space.

To assist us in performing our analysis, we were provided with an electronic copy of the original design architectural drawings, dated May 29, 1991, and prepared by Rothe-Johnson Associates, and the design structural drawings, dated May 29, 1991, and prepared by Severud Associates Consulting Engineers P.C. A walkabout survey by representatives of RASA and 5-Hole SEI was performed on Thursday, September 14, 2023, to confirm the existing as-built construction with the drawings provided. The survey was limited to visual observation of existing conditions from grade/floor level.

It is our understanding that the following list includes the proposed equipment and pallets for the Judicial Print Shop space with weights and square foot space requirements:

Print Shop Equipment Weights
Qty. 2 - Bell & Howell F13 Inserter - 3,661 lbs.
Qty. 2 - Xerox Nuvera 288 printer – 3,073 lbs.
Qty. 1 - Halm i-Jet 2 Envelope Printer – 3,225 lbs.
Qty. 2 - Challenge Campion 305TC 30.5" Cutter – 3,750 lbs.
Qty. 2 - Compressor for inserter – 556 lbs.
Qty. 30 - skids of pre-printed envelopes – one skid weighs 1,300 lbs.
Qty. 11 - skids of copier paper – one skid weighs 2,000 lbs.

Print Shop Equipment Space Requirements including required access clearances
Qty. 2 - Bell & Howell F13 Inserter 22' x 17'
Qty. 2 - Xerox Nuvera 288 printer 23'-6" x 9'-6"
Qty. 1 - Halm i-Jet 2 Envelope Printer 22' x 9'-5"
Qty. 2 - Challenge Campion 305TC 30.5" Cutter 6' x 9'-6"

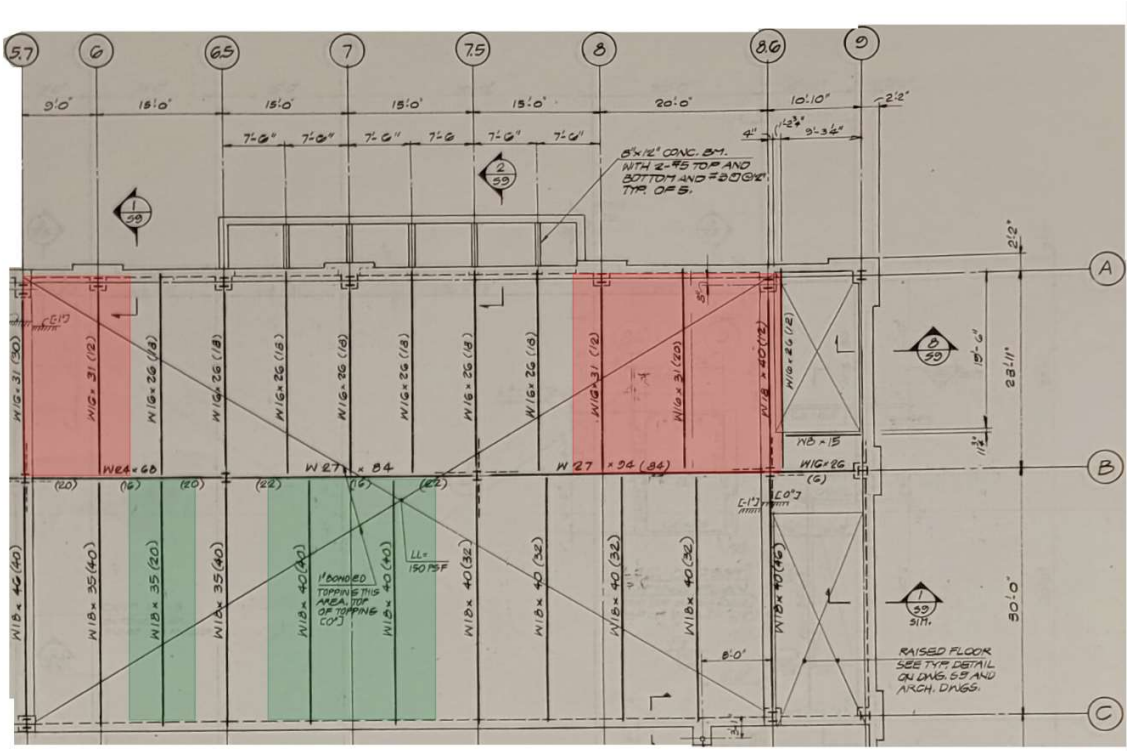
3 Quail Run, South Burlington, Vermont 05403
Structural5-hole@hotmail.com
802-338-0233

EXHIBIT 'C'

Qty. 2 - Compressor for inserter 57" x 24"
Qty. 30 - skids of pre-printed envelopes; each skid is 3' x 4'
Qty. 11 - skids of copier paper; each skid is 3' x 4'

The referenced building is a five-story steel framed structure with a partial basement. The steel framing supports concrete on metal deck floors and the structure is founded on mild-reinforced concrete spread footings with mild -reinforced concrete basement and foundation walls. The basement floor and portion of the first floor is a mild-reinforced concrete slab-on-grade. The proposed area for the print shop encompasses two former production studios. The first studio is located on a concrete slab-on-grade portion of the first floor between column lines C.6 and E.5 from column line 5.1 to column line 8. The slab consists of 5-inch-thick concrete with a 1-inch bonded concrete topping slab. The second studio is located between column lines A and C.5 from column line 5.7 to column line 8.6. The portion of this studio between column lines A and C is a composite steel framed floor with 4.5-inches of concrete on 3-inch metal deck plus 1-inch bonded concrete topping slab (framing shown in Graphic 1). The balance of the studio is the 5-inch-thick concrete slab-on-grade with the same topping slab.

The structural analysis was based upon the 2021 International Building Code New Jersey Edition and the ASCE 7-16 with Supplement 1 and considered the code required vertical and lateral loading conditions.



Graphic 1

3 Quail Run, South Burlington, Vermont 05403
Structural5-hole@hotmail.com

EXHIBIT 'C'

Calculations were performed and it was determined that the first-floor structure, both the slab-on-grade and the supported slab portions, is adequate to support the proposed new printing equipment. The entirety of the concrete slab on grade portion was found to be adequate for the pallet loading. The calculations determined that eight framing members of the supported slab portion were not adequate to support full pallet loading. In the areas highlighted with green, we found that the beams could only support the pallet load on 80 percent of the beam length and not the full length of the beam. The areas highlighted in red are not adequate to support the pallet loading and thus we recommend that pallet placement be restricted from these areas.

Overall, we determined that the existing building structure is adequate to support the printing equipment and pallet loading within the restrictions stipulated herein and the building structure is adequate to support the building dead loads and resist the code required vertical and lateral live loads.

The findings in this report are based upon information available to us at the time of our assessment review. We reserve the right to, update, add or delete any information contained herein once our review and analysis of any new information is complete.

Thank you for the opportunity to perform this assessment. If you have any comments or questions, please do not hesitate to contact our office.

Sincerely,

Thomas J. Langan, P.E.

E:\EXT\71\Judicial Print Shop Load Analysis Report 10-19-2023.docx

3 Quail Run, South Burlington, Vermont 05403
Structural5-hole@hotmail.com

EXHIBIT 'C'

Appendix “D”
MEP Engineering Analysis

PREPARED BY SCHILLER & HERSH, INC.

EXHIBIT 'C'

SCHILLER AND HERSH ASSOCIATES, INC.
Consulting M/E/P Engineers

636 Skippack Pike, Suite 200
Blue Bell, PA 19422

P: 215.886.8947
F: 215.886.8956
www.schillerhersh.com

Feasibility Study for
NJN Building
Judiciary Print Shop
S&H Project 2383A
Date: November 7, 2023
Revision 1: April 19, 2024

Background Information:

S&H was hired by Ronald A. Sebring Associates, LLC (RASA) to perform a mechanical, electrical, plumbing and fire protection (MEPFP) analysis for the proposed new Judiciary Print Shop in the old (2) two NJN studio rooms on the main level of the NJN Building located at 25 S. Stockton Street, Ernie Kovacs PI, Trenton, NJ 08611.

For the purposes of this report, it is assumed the proposed print shop will be installed in the North "A" room and the South "B" room will initially contain storage for paper/supplies, but should be fully capable of accommodating the same print shop equipment as North "A" without HVAC upgrades.

The following are the equipment specifications provided. Please note that the actual cut sheets or information is not available to verify the BTU/hr and kW. All data should be verified during the design phase.

Quantities:

- Qty. 2 - Bell & Howell F13 Inserter - 3,661 lbs.
- Qty. 2 - Xerox Nuvera 288 printer – 3,073 lbs.
- Qty. 1 - Halm i-Jet 2 Envelope Printer – 3,225 lbs.
- Qty. 2 - Challenge Campion 305TC 30.5″ Cutter – 3,750 lbs.
- Qty. 2 - Compressor for inserter – 556 lbs.

Print Shop Equipment BTU Ratings (it is not clear if the BTU data is per machine or total based on the quantity):

- Qty. 2 - Bell & Howell 513 Inserter – 29,765 BTU per running hour
- Qty. 2 - Xerox Nuvera 288 – 32,046 BTU per hour running
- 4,488 BTU per hour standby
- Humidity may not exceed 60%
- Local control of HVAC system is required.

Print Shop Equipment Power Requirements:

208V 3PH

- 208V 3PH – (2) 50AMP for xerox engine (Power consumption: 8.300 kW running)

- 208V 3PH – (2) 50AMP for xerox engine (Power consumption: 8.300 kW running)
- 208V 3PH – (2) 60AMP for inserter base machine
- 208V 3PH – (2) 20AMP for inserter compressor
- 208V 3PH – (1) 40AMP for cutter

230V 3PH

- 230V 3PH – (2) 10.2 AMP for inserter compressor- default from factory. This option should not be chosen, as 230V is not available onsite,
  OR
- 208V 3PH – (2) 12.2 AMP for inserter compressor- optional; to be wired at installation site. This 208V, 3-phase option should be chosen.

115V 1PH

- 115V 1PH – (2) 15AMP for inserter dryer
- 115V 1PH – (2) 20AMP for xerox stacker w/9' power cord
- 115V 1PH – (2) 20AMP for xerox stitcher w/9' power cord
- 115V 1PH – (2) 20AMP for xerox tape binder w/9'power cord
- 115V 1PH – (2) 20AMP for IT data rack
- 115V 1PH – (1) 20AMP for CJSU security system
- 115V 1PH – (1) Tabletop Printer
- 115V 1PH – (1) Free Standing Shredder

400-480V 3PH

- 400-480V 3PH – (1) 30AMP for envelope printer

Mechanical:

The mechanical systems feeding the former studios were upgraded in 2014 via a DPMC project by STV Incorporated (DPMC project number was not available on the selected mechanical plans available). The original AH-3, AH-4, and AH-8 roof top air handlers were replaced with one new AHU-8.

Former Studio A (North Room "A") was fed via AH-3 with a total of 36,750 CFM of supply and 36,400 CFM of return air with a total of 9,125 CFM of outside air. Similarly, Studio D (South Room "B") was fed via AH-4 with a total of 36,000 CFM of supply and 36,000 CFM of return with a total of 9,000 CFM of outside air.

Based on the 2014 as-built drawings, AHU-8 is rated for 34,000 CFM with 6,800 CFM of outside air. Therefore, the total CFM to the Studio A and D rooms was reduced. A full set of drawings was not available at the time of our site visit, therefore the exact CFM to each studio is not currently known. Assuming the AHU proportionately distributed air to the two studios relative to the original AHU CFM values, the total CFM is Studio A is estimated at 12,600 and Studio D at 12,400 CFM.

The 2014 ventilation schedule showed a total outside air CFM of 945 for Studio A and 750 for Studio D, yielding a maximum occupancy of 57 for Studio A and 56 for Studio D. Both

occupancies based on the ventilation rates clearly exceed the proposed F-1 change of use occupancy for the print rooms. Further, the NJ Rehabilitation Subcode N.J.A.C. 5:23, Subchapter 6 indicates that since the change of use is to an occupancy that requires less ventilation air than the former use, therefore no increase in outside ventilation air is required.

The 2014 drawings show a total AHU-8 heating MBH is 108.9 via a pre-heat coil, which is an obvious typo on the drawings based on the delta-T for water & air and the gpm. We are guessing the AHU-5 and AHU-8 data was switched in the schedule. Assuming this is the case, then AHU-8 has a total heating capacity of 1342.2 MBH. The cooling MBH is 1122.3 or about 94 tons. Using similar proportional factors as above, each Studio is estimated at 410 MBH of cooling or about 34 tons. All of the values should be verified based on the completed 2014 as-built set of HVAC drawings.

It is not clear why the (3) original units were reduced down to (1) common AHU unit without variable air volume (VAV) boxes. This creates a situation where there will initially be a load in the proposed print shop (North Room "A"), but little load in the Studio D (South Room "B") and possibly the basement, 1st & 2nd floor loads due to minimal building occupancy. It is not clear if the BTU/hr loads for the major (4) copiers/printers are 61,811 BTU/hr or 123,622 BTU/hr, as we do not know if the BTU/hr loads given are for (2) units or (1) unit. Either way, the AHU-8 system is oversized on the heating and cooling sides, which will result in the other spaces served being cold in the winter and summer. In other words, the proposed print shop will cause temperature issues for the other spaces served by AHU-8.

The AHU-8 system was re-connected to the existing ductwork and diffusers in the Studios. This creates an issue where the CFM was reduced by about 1/3 compared to the original, yet the discharge air temperature is noted as 95F. Based on this, the throw off the existing diffusers at the 1/3 CFM level plus the 95F temperature would not allow the heated air to reach the floor of the Studios.

The largest issue with AHU-8 is it does not have the capability to dehumidify the air delivered, as the system is hot water / chilled water and has the heating coil in the pre-heat position. Therefore, the current system cannot ensure humidity levels less than 60% in the shoulder or summer months. With the 6800 CFM of outside air and satisfied spaces supplied during the fall/spring months, the outside air will enter the spaces in an uncontrolled manner, which will prevent the print shop from maintaining less than 60% relative humidity.

Given the above issues noted, it is recommended to add in a new HVAC unit and replace AHU-8 with units that have the correct capacities for heating/cooling and have the ability to provide active dehumidification control to both the print shop spaces. It is recommended to install a new RTU in the location of the original AH-4 and then disconnect the ductwork from AHU-8 in order to serve Studio D. Then, replace AHU-8 with a new unit to serve Studio A and the basement spaces already on this system. Further, it is recommended to remove the existing supply ducts off the supply plenum in Studio D and replace them with smaller ducts and selected diffusers in order to allow for the heated air to properly throw air to the floor level, based on a discharge air temperature of approximately 80F-85F. The RTU should be sized at approximately 20-25 tons or 6,500 – 8,400 CFM, but detailed calculations and analysis should be performed during the

actual design. Freeze protection for the applicable coils and piping should also be incorporated during design. The new RTUs would consist of one of the following configuration options:

- DX cooling with hot gas re-heat and a heating coil via the district heating piping.
- A pre-heat hot water coil, a chilled water cooling coil and a re-heat hot water coil for dehumidification. Compliance with the mechanical and energy codes would be required for the 50% maximum re-heat codes when not using hot gas reheat. This option should also verify that the hot and chilled water is available year-round.

Integrate the new RTUs onto the existing HVAC control system (not currently known – further field investigation is required). Add temperature/humidity sensor(s) in the Studio spaces and the adjacent Control Equipment room served via ductwork from the associated RTU.

The proposed network rack for the print shop it not recommended to be in a fully enclosed space. If it is required to be in a separate room with walls/ceiling, then a circulation fan is recommended for the room with a louver on the door with fan discharging towards the return plenum in the high ceiling area. If the IT rack requires a secure location, a fenced off area could be incorporated, which would allow for good air flow and therefore no additional mechanical equipment.

Plumbing:

No work is required, other than piping the compressor for each Bell & Howell machine.

Electrical:

The existing building is served by (2) 3,000A, 277/480V, 3-phase, 4-wire services designated SB-E and SB-W. There is a single meter for the (2) services and also a single meter for the fire pump. From the electrical bills, it is not clear which service and meter go together. However, even if the peak demands of 371kW from 8/23 and 356kW from 11/22 are added together, this still results in a total demand with assumed 0.9 power factor and 125% NEC demand multiplier of 1217A @ 480V, 3-phase or 1010kVA. This can be compared to the (2) 3,000A service mains or a total of 6,000A. Therefore, there is more than plenty of capacity in the electrical services for the proposed print shop loads. See more detailed analysis below.

There is an existing 750kW diesel generator that serves the building via (8) ATS switches. The load on this generator is not known. If the proposed print shop equipment is desired to be on the emergency generator, the A/E should perform a load study for the generator during the design phase.

There are also existing UPSs / Power Conditioners in the building, which are also fed via the generator, which would provide the print shop equipment uninterruptible power. It is not known the existing loads on the existing 200kVA and 90kVA UPS systems in the building. If the proposed print shop equipment is desired to be on a UPS, the A/E should perform a load study for the UPS systems during the design phase. The most likely source of power would be the DP-ETP 480V switchboard in the 3rd floor electrical room, which is in-line with the ceiling level of

the Studios to allow wiring to be run directly into the ceiling of the Studios, then down to the equipment via strain-relieved cords.

The maximum print shop connected load is estimated below. The same loads should be assumed for the future equipment planned for the South Room "B".

- 208V, 3-phase: 68.9kW
- 480V, 3-phase: 16.6kW.
- Total: 85.5kW or about 103A at 480V, 3-phase.

Therefore, it is recommended to design the following new electrical panels and transformers to serve the print shop. These should be installed on the 3rd floor in order to allow for the ease of conduit routing in the ceiling of the Studios to type SO drop cords with strain relief on the top and bottom. These cords would either have receptacles for the equipment or direct connections to the equipment via disconnects, as required.

- 150A feed to a 150A, 480V, 3-phase electrical panel, 42 poles.
- 75kVA transformer: 480V – 208Y/120V, 3-phase.
- 250A or 400A (depending on manufacturer), 120/208V panel with a 250A main breaker and 54 poles. Quantity of breakers as required to serve all the print shop equipment.

Power Supply Options: The following (3) options exist for the source for the 150A, 480V feed. All most be validated by performing a load analysis to confirm adequate capacity is available.

1. Normal power (no generator or UPS backup): Most likely source is MCC-3 on the 3rd floor in the mechanical room.
2. Generator power (no UPS backup): Most likely source is MDP-3 on the 3rd floor in the mechanical room.
3. UPS and generator power: Most likely source is DP-ETP on the 3rd floor in the Studio Light Shop / Storage room.

The existing Studio A and D have metal halide general purpose lighting fixtures on fixed mounts and theatrical style electrical battens on motorized hoists that originally served the studio dimmed lighting loads. The change of use to an F-1 print shop will eliminate the requirement for dimmed lighting loads. It is recommended to upgrade the existing metal halide lighting fixtures with new high-bay LED fixtures with integral dimming and automatic lighting controls. The IESNA Chapter 32 for Office's contains a table 32.2 with a section for Support Spaces. The Copy/Print room section recommends an average illumination level of 30 fc at 3'6" above finished floor. We believe this illumination level to be low, so we recommend a 50fc average be achieved. Given that the walls will be painted a lighter color, this should lessen the lumens required from each fixture. The lighting controls should incorporate a multi-button station at each entrance door to allow for on/off/dim up/dim down functions. Further, it is recommended to avoid vacancy/occupancy sensors due to the high-bay nature of the space and instead use a time of day function to turn lights on and off with a manual override switch at the entry/exit doors. Finally, the lighting control system will need to incorporate a UL924 transfer device for the emergency lights in the space to be controlled normally, but turn to full bright during a power outage.

The existing fire alarm system is a JCI/Simplex 4100ES panel with voice evacuation. The existing fire alarm speaker/strobe coverage in the Studios appear to be inadequate based on the current NFPA 72 codes, assuming both rooms would be occupied in the future. It is recommended to add additional wall and/or ceiling mounted speaker/strobes for proper coverage. Since the new RTUs will feed multiple spaces, duct detector(s) are required for the supply and return ducts, including remote test stations.

The existing Telephone Closet on the first floor appears to be a source for network connectivity. It is recommended to run CAT6 or fiber optic cabling to the proposed North Room "A" network rack. New network cabling to the equipment and operator's workstations would be via conduit up the wall, across the ceiling, then down drop cords to the equipment. Provide all new CAT6 cabling.

Miscellaneous electrical work:

- Add additional receptacles on the perimeter of Studio D for general/maintenance purposes.
- Replace the faceplates of the existing receptacles and devices in the space with new stainless steel type.

Fire Protection:

The existing Studios are fully sprinklered via a wet sprinkler system zone and upright heads. The change of use should not change the ordinary hazard sprinkler system in the space. During design, the A/E should verify the ordinary hazard group based on the as-built drawings for the Studios to validate the existing sprinkler coverage is adequate for the proposed print shop use and storage of pallets of paper.

MEPFP Cost Estimates:

See attached the proposed MEPFP cost estimate with 15% preliminary design contingency.

The following is a summary of the estimated construction costs:

Mechanical:	$1,288,070
Electrical:	$379,429
Plumbing:	$0
Fire Protection:	$0
Total MEPFP:	$1,667,500

End of MEPFP Report.

EXHIBIT 'C'

Schiller and Hersh Associates, Inc
636 Skippack Pike, Suite 200
Blue Bell, PA 19422

S&H Project 2383A

Preliminary Probable Construction Cost for
NJN Building - Judiciary Print Shop Feasibility Study

Date: November 7, 2023
Revision 1: April 19, 2024

MEPFP Construction

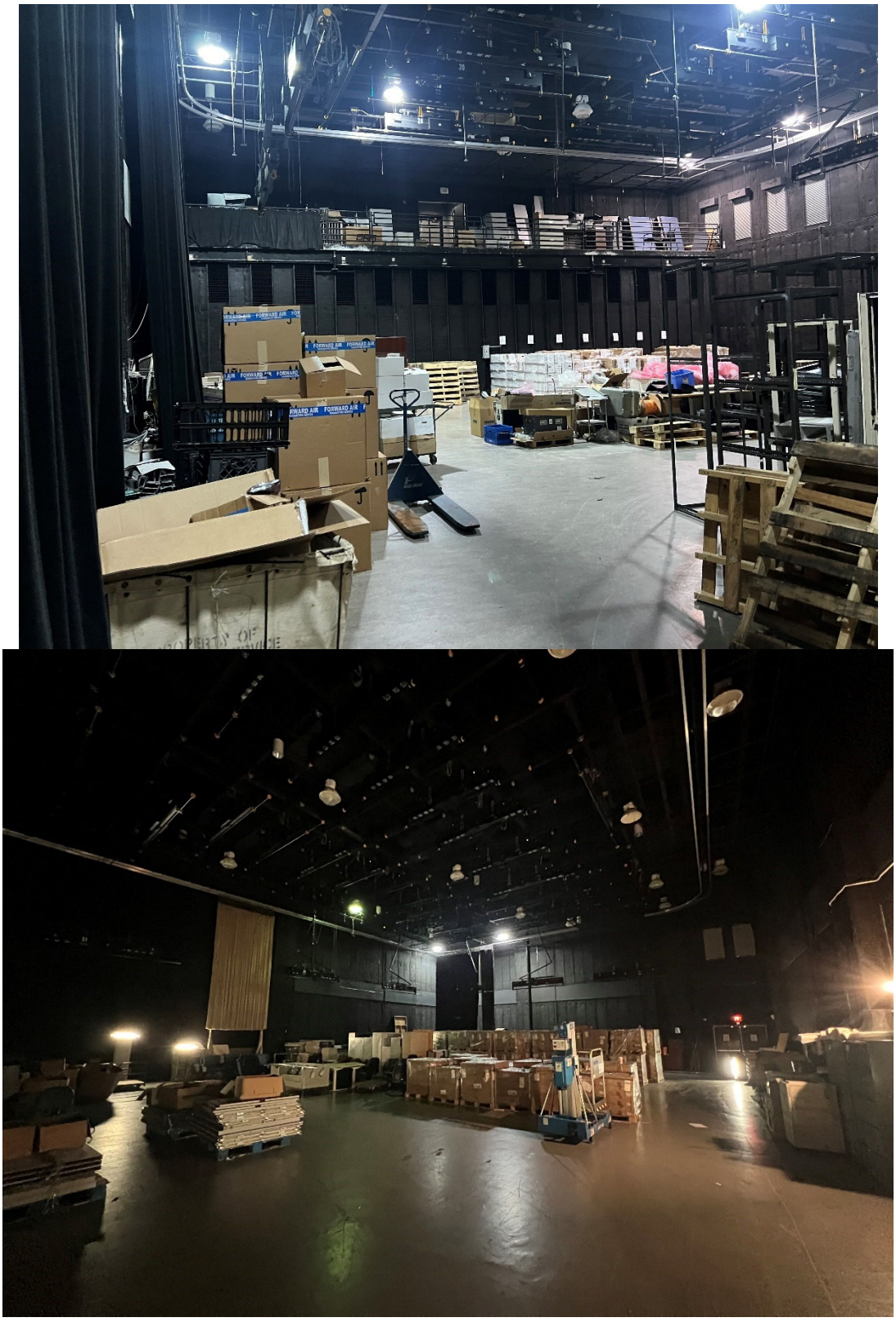
Description	Unit Measure	Number Units	Material Per Unit	Material Sub-Total	Labor Per Unit	Labor Sub-Total	Total Cost
Mechanical Construction							
Mechanical demolition	LS	1	$4,000.00	$4,000	$48,600.00	$48,600	$52,600
High reach lift rental	MO	4	$4,000.00	$16,000	$0.00	$0	$16,000
New RTU for South Room "B", including curb	EA	1	$135,000.00	$135,000	$6,480.00	$6,480	$141,480
Replacement RTU for North Room "B"	EA	1	$150,000.00	$150,000	$8,640.00	$8,640	$158,640
Crane for RTUs	EA	2	$25,000.00	$50,000	$3,240.00	$6,480	$56,480
Interior metal ducts, dampers & GRDs	LS	2	$50,000.00	$100,000	$40,000.00	$80,000	$180,000
Exterior metal-clad ducts	LS	2	$25,000.00	$50,000	$20,000.00	$40,000	$90,000
Duct Insulation	LS	2	$7,500.00	$15,000	$10,000.00	$20,000	$35,000
Controls	LS	2	$10,000.00	$20,000	$15,000.00	$30,000	$50,000
Hot water piping & appurtenances	LS	2	$8,000.00	$16,000	$20,000.00	$40,000	$56,000
Air compressor piping for Bell-Howell machine	EA	2	$500.00	$1,000	$2,160.00	$4,320	$5,320
Balancing	EA	2	$5,000.00	$10,000	$25,000.00	$50,000	$60,000
Shop drawings, closeouts & as-builts	LS	2	$500.00	$1,000	$2,500.00	$5,000	$6,000
			Subtotal 1	*$568,000*		*$339,520*	*$907,520*
			Overhead (15%)				$136,128
			Profit (6%)				$54,451
			Bond (2%)				$21,962
			Preliminary design contingency (15%)				$168,009
			Sub-Total Mechanical:				**$1,288,070**
Electrical Construction:							
Demolition	LS	1	$2,500.00	$2,500	$24,300.00	$24,300	$26,800
High reach lift rental	MO	4	$4,000.00	$16,000	$0.00	$0	$16,000
RTU feeder	LS	2	$6,000.00	$12,000	$12,960.00	$25,920	$37,920
High bay LED fixture	EA	40	$750.00	$30,000	$540.00	$21,600	$51,600
Automatic lighting controls	LS	2	$2,000.00	$4,000	$4,320.00	$8,640	$12,640
150A, 480V feeder	LS	1	$5,000.00	$5,000	$9,720.00	$9,720	$14,720
225A, 480V electrical panel	EA	1	$2,500.00	$2,500	$1,080.00	$1,080	$3,580
75kVA transformer	EA	1	$7,500.00	$7,500	$2,160.00	$2,160	$9,660
400A, 120/208V panel	EA	1	$3,500.00	$3,500	$1,080.00	$1,080	$4,580
250A, 208V feeder	LS	1	$1,000.00	$1,000	$2,160.00	$2,160	$3,160
30A, 480V, 3-phase branch circuit	EA	1	$1,000.00	$1,000	$1,620.00	$1,620	$2,620
20A, 120V branch circuit	EA	13	$750.00	$9,750	$1,080.00	$14,040	$23,790
60/50/40A, 208V, 3-phase branch circuit	EA	7	$1,250.00	$8,750	$1,620.00	$11,340	$20,090
20A, 208V, 3-phase branch circuit	EA	1	$750.00	$750	$1,080.00	$1,080	$1,830
Data Rack & Patch Panels	EA	1	$2,500.00	$2,500	$2,160.00	$2,160	$4,660
IT and structured cabling - CAT6e jacks	EA	6	$250.00	$1,500	$810.00	$4,860	$6,360
Fire Alarm Speaker/Strobe	EA	12	$350.00	$4,200	$540.00	$6,480	$10,680
Fire Alarm Duct Detectors	EA	4	$500.00	$2,000	$1,080.00	$4,320	$6,320
Fire Alarm Wiring	CLF	12	$75.00	$900	$285.00	$3,420	$4,320
Shop drawings, closeouts & as-builts	LS	2	$500.00	$1,000	$2,500.00	$5,000	$6,000
			Subtotal 1	*$116,350*		*$150,980*	*$267,330*
			Overhead (15%)				$40,100
			Profit (6%)				$16,040
			Bond (2%)				$6,469
			Preliminary design contingency (15%)				$49,491
			Sub-Total Electrical:				**$379,429**
					Total MEPFP:		**$1,667,500**

Legend
CY - Cubic Yard
LS - Lump Sum
EA - Each
LF - Linear Foot
CLF - One Hundred Linear Feet
WK - Week
MO - Month

EXHIBIT 'C'

Appendix “E”
Existing Conditions
Photographs

EXHIBIT 'C'



Overview of Existing Studio Space

EXHIBIT 'C'

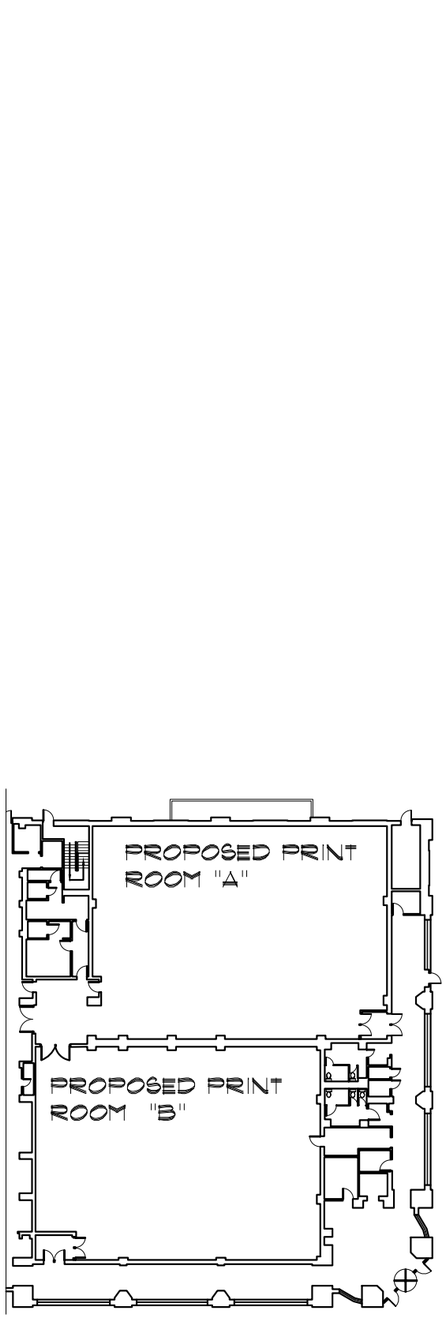
Existing Marble Threshold

Existing Acoustical Ceiling Tile and Wall Finishes

EXHIBIT 'C'

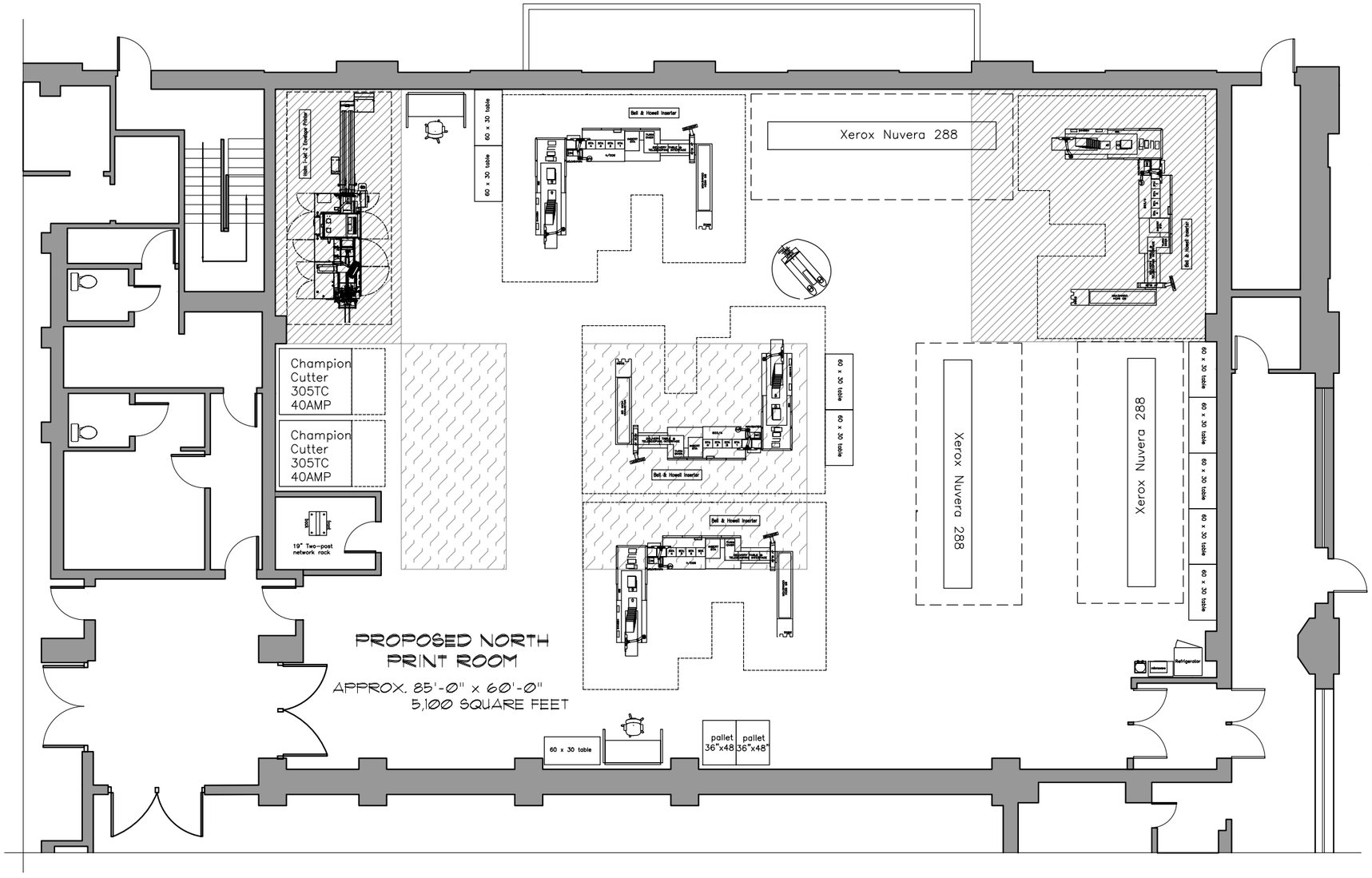
Existing Toilet Room

EXHIBIT 'C'



OVERALL PLAN

SCALE: 3/16" = 1'-0"



PROPOSED PRINT ROOM "A" LAYOUT

SCALE: 3/32" = 1'-0"

LEGEND

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING ONLY, NO PALLET LOADS PERMITTED

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING AND 80% BEAM LENGTH OF FULL PALLET LOADS

NOTE: THIS PURPOSED LAYOUT INCLUDES ALL REQUIREMENTS AS DETAILED BY THE NJ JUDICIARY.

RONALD A. SEBRING ASSOCIATES, LLC
ARCHITECTURE AND DESIGN
1000 WASHINGTON STREET SUITE 201
TOMS RIVER, NJ 08753
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(732) 701-0644

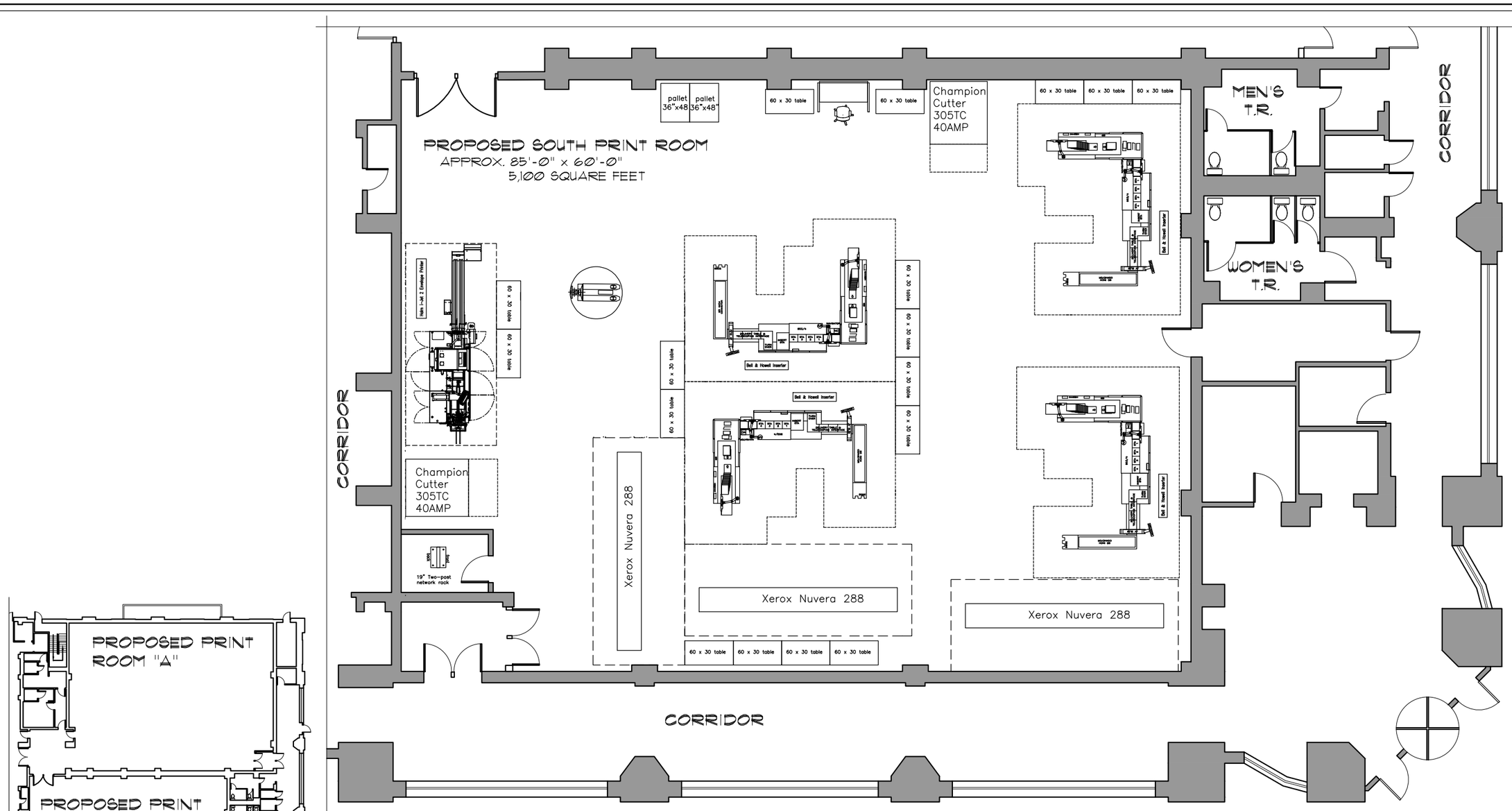
SUBMISSION	BY	DATE
FINAL DESIGN	ARC	10/30/23
SKETCH UPDATE	ARC	04/23/24

DAVID A. CLARK
ARCHITECT 17149

PROPOSED JUDICIARY PRINT ROOM LAYOUT
NJN BUILDING, FORMER STUDIOS
25 S STOCKTON, ERNIE KOVACS PLACE
TRENTON, NJ 08611

DRAWING SK-1

EXHIBIT 'D'



OVERALL PLAN

SCALE: 3/16" = 1'-0"

PROPOSED PRINT ROOM "B" LAYOUT

SCALE: 3/32" = 1'-0"

LEGEND

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING ONLY, NO PALLET LOADS PERMITTED

AREA IS STRUCTURALLY ADEQUATE FOR SUPPORTING EQUIPMENT LOADING AND 80% BEAM LENGTH OF FULL PALLET LOADS

NOTE: THIS PURPOSED LAYOUT INCLUDES ALL REQUIREMENTS AS DETAILED BY THE NJ JUDICIARY.

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DRAWING SK-2

EXHIBIT 'D'