SCOPE OF WORK

Secondary Means of Egress Installations

New Jersey State Prison
Trenton, Mercer County, NJ

Project No. C0966-00

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: March 19, 2024 Final

Document Format Revision 8-1-2022

TABLE OF CONTENTS

SECTION **PAGE**

I. OBJECTIVE

The objective of this project is to install a secondary means of egress in three cell wings in the West Compound of the New Jersey State Prison. The project is necessary for compliance with the New Jersey Uniform Fire Safety Code.

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:

- **P007 Structural Engineering**
- **P037 Asbestos Management & Design**
- **P038 Asbestos Safety Control Monitoring**
- **P065 Lead Paint Evaluation/Inspection**

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 $343,800.

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 $460,425.

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. Design Development Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Comment*	14
3. Final Design Phase	**42**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
4. Final Design Re-Submission to Address Comments	**7**
• *Project Team & DPMC Plan/Code Unit Review & Approval*	14
5. DCA Submission Plan Review	**30**
6. Permit Application Phase	**7**
• *Issue Plan Release*	
7. Bid Phase	**42**
8. Award Phase	**28**

9. Construction Phase **120**

10. 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:

New Jersey State Prison
Third & Federal Streets, PO Box 861
Trenton, New Jersey 08625

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: Nurul Hasan, Design Manager
Address: Division of Property Management & Construction
20 West State Street, 3rd Floor
Trenton, NJ 08608-1206
Phone No: (609) 633-8265
E-Mail: Nurul.Hasan@treas.nj.gov

2. Department of Corrections Representative:

Name: David Wiszniewski, Project Manager
Address: Department of Corrections
Stuyvesant Avenue & Whittlesey, PO Box 863
Trenton, New Jersey 08625
Phone No: 609-292-4036 ext. 5431
E-Mail: David.Wiszniewski@doc.nj.gov

VI. PROJECT DEFINITION

A. BACKGROUND

The New Jersey State Prison (NJSP) facility was opened in 1836 and presently contains seventeen (17) buildings located on a 14 acre site in the City of Trenton. See **Exhibit 'B'** for the building names and locations. It is a maximum security institution categorized as Security Level IV-V by the Department of Corrections (DOC).

Incarcerated Personnel housing is primarily general confinement with segregation cell units housing approximately 1890 inmates. The Custody Staff and Communication Operators of the prison total approximately 780 employees and 450 non-uniformed employees.

B. FUNCTIONAL DESCRIPTION OF THE BUILDINGS

1. General:

In 2020, The DOC procured the services of Ronald A. Sebring Associates to perform a fire safety study of the prison that identified fire safety violations and make recommendations to abate them. The study was motivated by fire safety violations cited by the NJ department of Community Affairs, Division of Fire Safety, see **Exhibit 'F'** Photos. This project will focus on secondary means of egress violations in three buildings: Cell Wings 4, 3/5 (one building) and 7.

Excerpts from the Sebring report are shown in **Exhibit 'D'** that describe the fire violations in each building and the recommended solution. Below is a synopsis of each wing.

2. Cell Wing 4:

Cell Wing 4 is the oldest building in the prison, reportedly constructed in 1835. It has two stories. The fire safety violation involves the fact that there is only one means of egress from the second floor on the north end where stairs lead to the first floor. It is recommended to provide a two-story exit stair at the south end using space from one cell and a storage room. It is presently occupied.

3. Cell Wing 3/5:

The southern portion of this building, Cell Wing 5, was originally constructed as a three-story Women's Wing. It was damaged in a 1952 riot and was divided off from the northern portion, Wing 3, with a masonry partition on all three floors. Cell Wing 5 was converted to office space but both wings are now unoccupied.

The fire safety violation involves the fact that the masonry partition blocks a second means of egress from Cell Wing 3 on all three floors. It is recommended to install fire rated doors in the existing partition walls on each floor to maintain security and provide access to the existing exits and stairs in Cell Wing 5.

4. Cell Wing 7:

Cell Wing 7 is a five-story building and is partially occupied on the upper floors with plans to occupy the remainder of the building. Similar to Cell Wing 4, the fire safety violation involves the fact that there is only one means of egress from the south end of the building on all five floors. It is recommended to provide a five-story closed exit stairwell at the west side of the interior of the building at the north end to avoid mechanical piping at the north end wall.

VII. CONSULTANT DESIGN RESPONSIBILITIES

A. DESIGN REQUIREMENTS

1. General:

The Consultant shall review the descriptions of fire safety secondary means of egress violations for Cell Wings 4, 3/5 and 7 as provided in the Fire Safety Study by Ronald A. Sebring Associates as shown in **Exhibit 'D'** and provide design, specification, bid/award and construction administration services to correct the violations in the buildings at the New jersey State Prison in Trenton, New Jersey. The Consultant and Contractors must abide by the Contractor Regulations, see **Exhibit 'E'**.

Due to budget restrictions, it may not be possible to do construction in all three cell wings. Cell Wing 3/5 is the lowest priority since it is not in use. The DOC would like cost estimates for all three wings for future reference.

This project is necessary for compliance with the New Jersey Uniform Fire Safety Code. The Consultant shall show on the drawings the locations of the new secondary egress areas in the buildings at the Prison.

B. HAZARDOUS BUILDING MATERIALS

Consultant shall survey project areas and related components and, if deemed necessary, collect samples of materials that will be impacted by the construction/demolition activities and analyze them for the presence of hazardous materials including:

1. Asbestos in accordance with N.J.A.C. 5:23-8, Asbestos Hazard Abatement Sub code.

2. Lead in accordance with N.J.A.C. 5:17, Lead Hazard Evaluation and Abatement Code.

3. PCB's in accordance with 40 CFR 761, Polychlorinated Biphenyls (PCBs) Manufacturing, Processing, Distribution in Commerce, and Use Prohibitions. Consultant shall engage a firm certified in the testing and analysis of materials containing PCB's.

Consultant shall document their procedure, process and findings and prepare a "Hazardous Materials Survey Report" identifying building components impacted by construction activities requiring hazardous materials abatement. Consultant shall provide three copies of the "Hazardous Materials Survey Report" to the Project Manager.

Consultant shall estimate the cost of hazardous materials sample collection, testing, analysis and preparation of the Hazardous Materials Survey Report and include that amount in their fee

proposal line item entitled **"Hazardous Materials Testing and Report Allowance"**, refer to paragraph IX.B.

Based on the Hazardous Materials Survey Report, Consultant shall provide construction documents for abatement of the hazardous materials impacted by the work in accordance with the applicable code, sub code and Federal regulations.

Consultant shall estimate the cost to prepare construction documents for hazardous materials abatement and include that amount in their fee proposal line item entitled **"Hazardous Materials Abatement Design Allowance"**, refer to paragraph IX.C.

Consultant shall estimate the cost to provide "Construction Monitoring and Administration Services" for hazardous materials abatement activities and include that amount in their fee proposal line item entitled **"Hazardous Materials Construction Administration Allowance",** refer to paragraph IX.D.

There shall be no "mark-up" of sub consultant or subcontractor fees if sub consultants or subcontractors are engaged to perform any of the work defined in paragraph VII.B "Hazardous Building Materials". All costs associated with managing, coordinating, observing and administrating sub consultants and subcontractors performing hazardous materials sampling, testing, analysis, report preparation, hazardous materials construction administration services shall be included in the consultant's lump sum fee proposal.

C. 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:

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

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

D. 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.

- Project C204: Rehabilitation of Trenton State Prison, 12/6/83, Gruzen/Grad.
- DPMC Project C0998-00: Cell Wing 7 Grating Rehabilitation, 3/29/19, Joseph B. Callaghan, Inc.
- C1025-00: Fire Safety Study, 9/24/2021, Ronald A. Sebring Associates, LLC

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 plans 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. 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.

B. HAZARDOUS MATERIALS TESTING AND REPORT ALLOWANCE

Consultant shall estimate the costs to complete the hazardous materials survey, sample collection, testing and analysis and preparation of a "Hazardous Materials Survey Report" noted in paragraph VII.B and enter that amount on their fee proposal line item entitled **"Hazardous**

Materials Testing and Report Allowance". Consultant shall attach a detailed cost breakdown sheet for use by DPMC during the proposal review and potential fee negotiations. The cost breakdown sheet shall include, but not be limited to, the following information:

- Description of tasks and estimated cost for the following:
  - Sample collection
  - Sample testing
  - Preparation of an Hazardous Materials Survey Report

Any funds remaining in the Hazardous Materials Testing and Report Allowance will be returned to the State at the close of the project.

C. HAZARDOUS MATERIALS ABATEMENT DESIGN ALLOWANCE

Consultant shall estimate the costs to prepare construction documents for hazardous materials abatement noted in paragraph VII.B and enter that amount on their fee proposal line item entitled **"Hazardous Materials Abatement Design Allowance"**. Consultant shall attach a detailed cost breakdown sheet for use by DPMC during the proposal review and potential fee negotiations. The cost breakdown sheet shall include a description of the tasks to be performed and the estimated cost of each task.

Any funds remaining in the Hazardous Materials Abatement Design Allowance will be returned to the State at the close of the project.

D. HAZARDOUS MATERIALS CONSTRUCTION ADMINISTRATION ALLOWANCE

Consultant shall estimate the cost to provide Construction Monitoring and Administration Services for hazardous materials abatement as noted in paragraph VII.B and enter that amount on their fee proposal line item entitled **"Hazardous Materials Construction Administration Allowance"**. Consultant shall attach a detailed cost breakdown sheet for use by DPMC during the proposal review and potential fee negotiations. The cost breakdown sheet shall include a description of the tasks to be performed and the estimated cost of each task.

Any funds remaining in the Hazardous Materials Construction Administration Allowance will be returned to the State at the close of the project.

X. 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: Gregory Symcak 3/19/24

GREGORY SYMCAK, PROJECT MANAGER DATE
DPMC PROJECT PLANNING & INITIATION

SOW APPROVED BY: David Wiszniewski 4/1/2024

DAVID WISZNIEWSKI, PROJECT MANAGER DATE
DEPARTMENT OF CORRECTIONS

SOW APPROVED BY: Nurul Hasan 4/16/24

NURUL HASAN, PROJECT MANAGER DATE
DPMC PROJECT MANAGEMENT GROUP

SOW APPROVED BY: 5/6/24

CHRISTOPHER GEARY, ASST. DEPUTY DIRECTOR DATE
DIV PROPERTY MGT & CONSTRUCTION

XI. 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:

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

XII. EXHIBITS

A. SAMPLE PROJECT SCHEDULE FORMAT
B. PROJECT SITE LOCATION MAP
C. TRENTON STATE PRISON
D. FIRE SAFETY STUDY EXCERPTS
E. CONTRACTORS REGULATIONS
F. PHOTOS

END OF SCOPE OF WORK

DPMC Project No.: C0966-00

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.: C0966-00

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.: C0966-00

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

DPMC Project No.: C0966-00

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

DPMC Project No.: C0966-00

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

DPMC Project No.: C0966-00

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

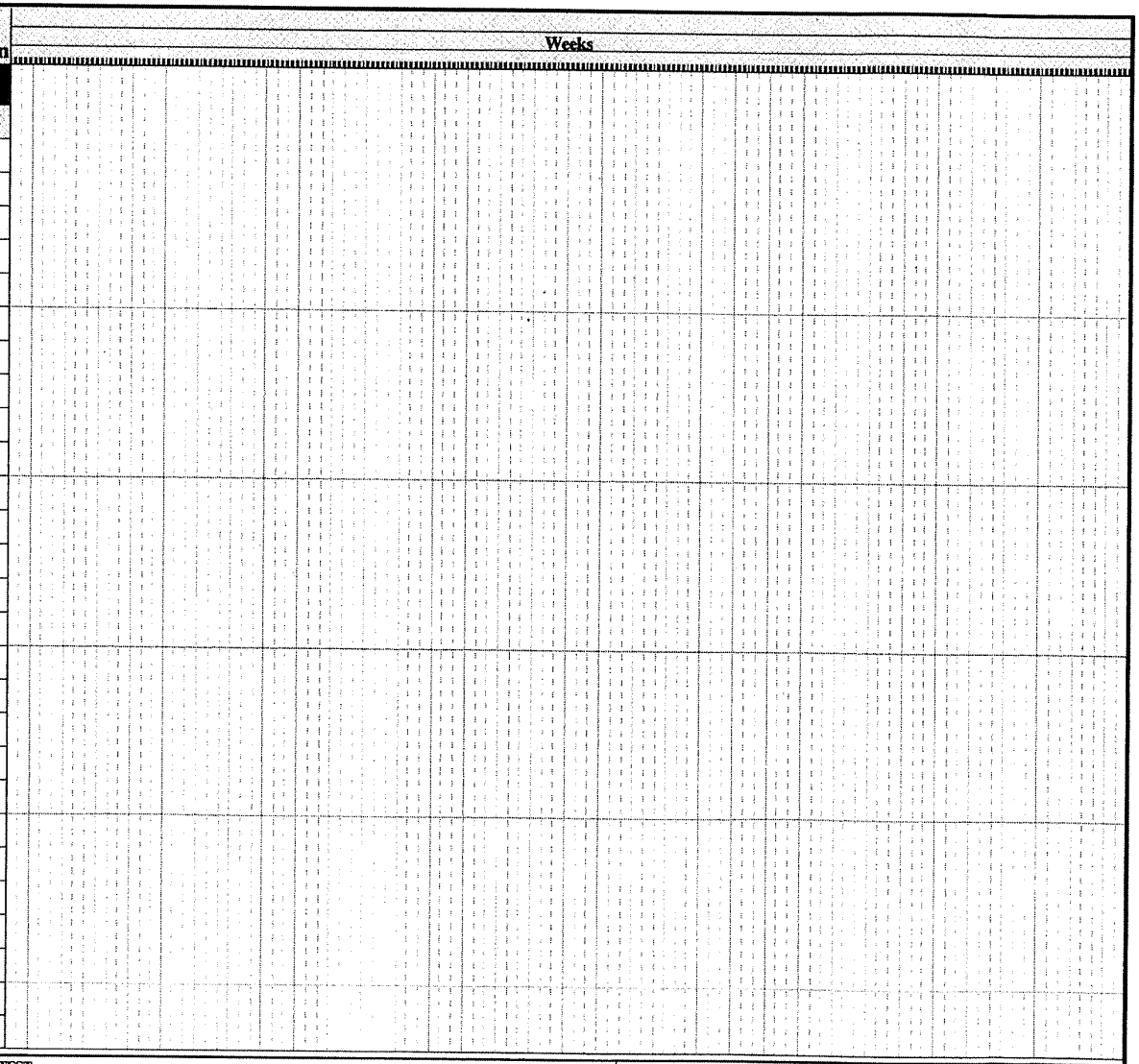
Responsible Group Code Table

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
Routine Project

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
Routine Project

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

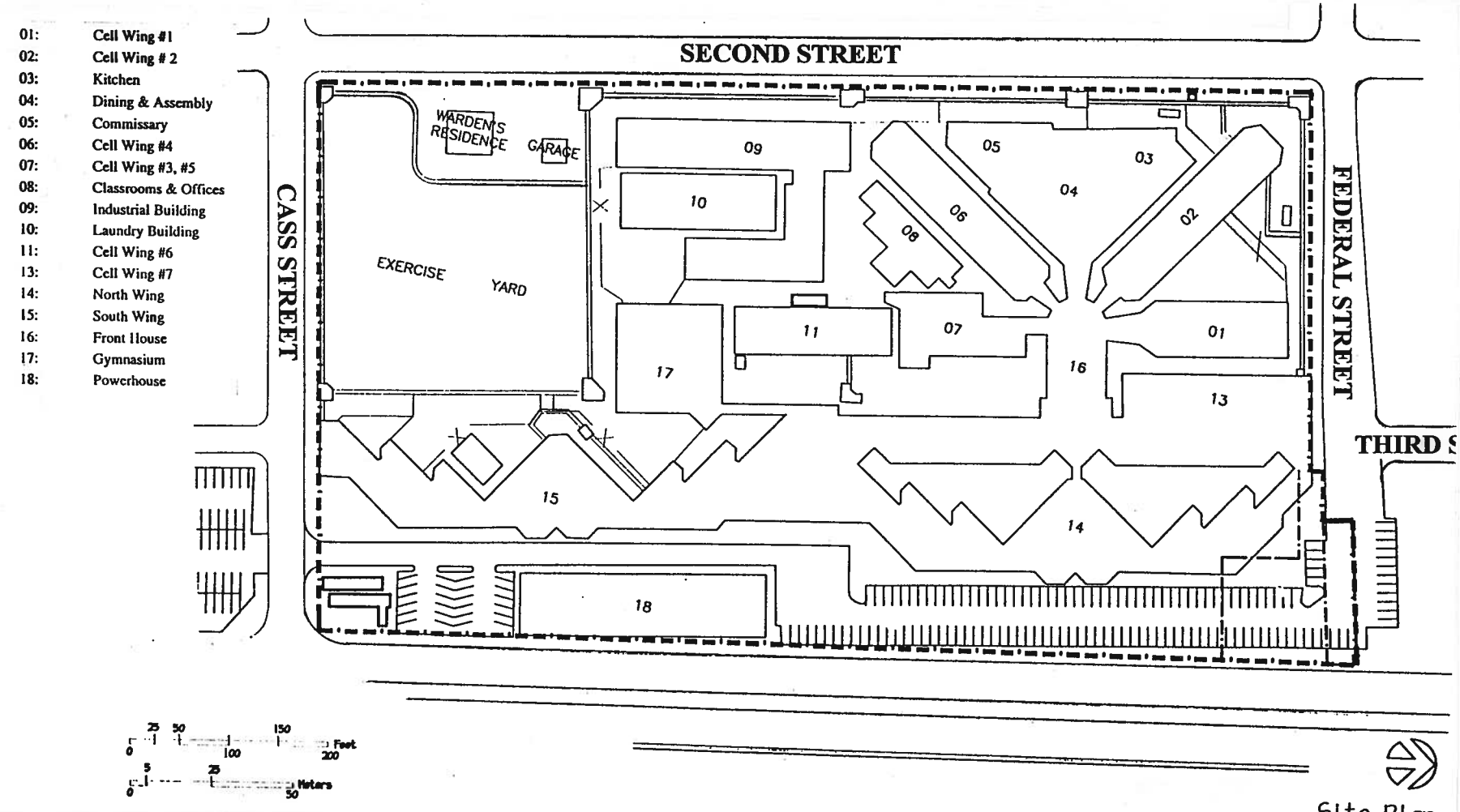
Sheet 3 of 3

Bureau of Design & Construction Services
Routine Project

Exhibit "A"

EXHIBIT 'B'

NEW JERSEY STATE PRISON, MERCER COUNTY, NEW JERSEY



Site Plan

DIRECTIONS: From the North – Route 1 - Follow Route 1 South into Trenton. (Note as you get into the Lawrenceville/Trenton area, be sure to stay on Route 1 ... **DO NOT TAKE ALTERNATE ROUTE 1**) After you pass the "Perry Street" exit, get in the right lane. Exit right onto Route 129. Take Route 129 to the second traffic light (Cass Street), and you will see the prison complex to the right. Make that right (west) onto Cass Street. The entrance to the prison is immediately to your right. Follow the entrance road straight down. You will see the main building entrance on your left and the parking area on your right.

EXHIBIT ‘C’

TRENTON STATE PRISON

BUILDING 6 (CELL WING 4)

ARCHITECTURAL NARRATIVE

Cell Wing 4 is located at the north center of the West Compound and is the oldest of all of the wings. This building was constructed along with the Front House in 1835. The exterior walls are constructed of masonry, the first floor is concrete and the second floor is concrete at the cells and metal mesh supported by steel framing at the center hall space between the cells. The roof is wood frame construction. A skylight well is present at the north end of the second floor and the remainder of the center hall ceiling is arched plaster. The building contains a partial basement at the north end that extends below the exterior grade to the east and connects to the basement below the Front House - Rotunda (Building 16).

The building contains 12,042 square feet on both floors.

The building is NOT protected with an automatic fire suppression sprinkler system. An active fire alarm system is installed.

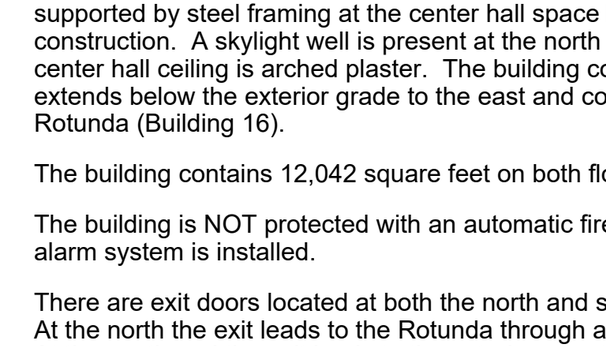
There are exit doors located at both the north and south ends of the building at the first floor level. At the north the exit leads to the Rotunda through a bar type electronically remote released gate. At the south end the exit leads to the exterior near the Shop Hall. At the second floor, egress is only provided at the north end via the stairs to the first floor.

The cell doors are swing type open bar type and are manually locked and unlocked. No remote release is present at the cell doors throughout Cell Wing 4.

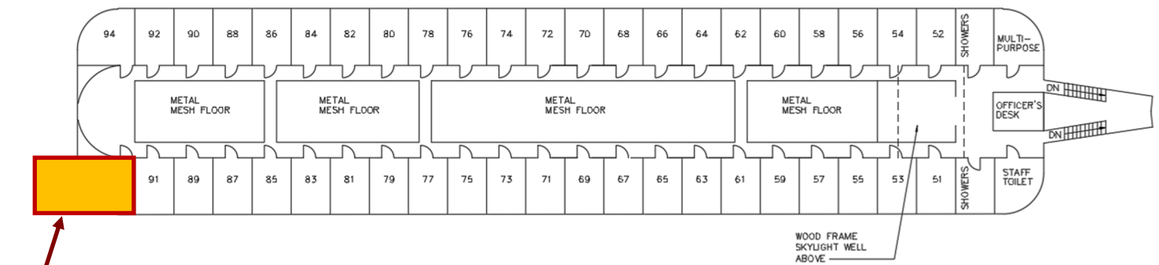
In addition to the need for the provision of an automatic fire suppression sprinkler system throughout the building, this building is the subject of one of the listed Fire Safety Violations that have been cited for this facility by the NJ DCA Division of Fire Safety. **Violation 4067285 "2nd Egress".** This violation is referring to the second floor which has only one means of egress located at the north end, where the stairs lead to the first floor level.

The current locking arrangement does not comply with the requirements of the Building Code.

The Limited Hazardous Materials Study revealed that the brown rough coat under finish plaster and grey pipe insulation within the building are asbestos containing materials (ACM). The pipe insulation is damaged and should be abated. Roofing materials are assumed to be asbestos containing materials (ACM).



KEY SITE PLAN

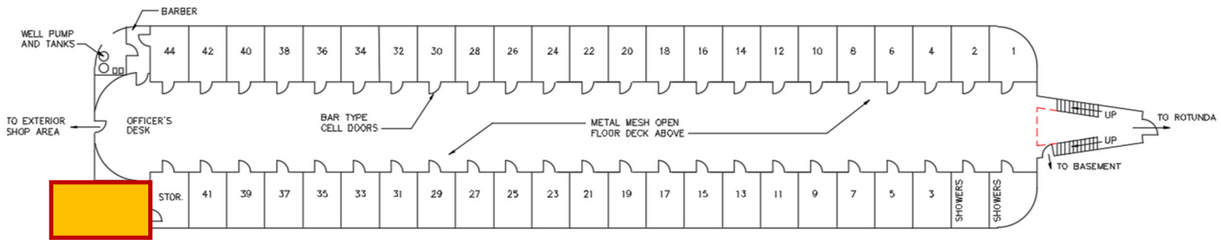


Recommendation: Add new enclosed two-story exit stair to provide second exit from second floor

SECOND FLOOR PLAN

VIOLATION KEYNOTES

1. Second Exit Required



FIRST FLOOR PLAN

ARCHITECTURAL VIOLATIONS

FIRE VIOLATION A6.1: The second floor level requires two means of egress. **Recommendation:** Provide new two-story enclosed exit stair at the south end of the wing, utilizing space within one cell and one storage room at the southeast corner.

PRIORITY LEVEL : SEVERE

FIRE VIOLATION A6.2: The current locking arrangement utilizing mechanical locks does not comply with the Code. Note that this is not a violation of the Uniform Fire Code, however it is a life safety issue observed as part of this Study. **Recommendation:** Installation of electronic remote release for the cell door and exit door locks. Refer to MEPFP Violation FP.8.

PRIORITY LEVEL : LOW

FIRE VIOLATION A6.3: The existing roofing is deteriorated and holes in the roof decking were observed. The leaking roof could damage the fire alarm system and prevents installation of a new automatic fire suppression sprinkler system. **Recommendation**: Repair roof decking and replace the asphalt shingle roofing with new asphalt-fiberglass shingles meeting the requirements of the State Historic Preservation Office, with 20-year workmanship and material warranty.

PRIORITY LEVEL : SEVERE

SAFETY VIOLATION A6.4: Friable and damaged ACM pipe insulation is present. **Recommendation**: Abate the damaged pipe insulation.

PRIORITY LEVEL : HIGH

BUILDING 6 (CELL WING 4)

MEPFP NARRATIVE

The building does not have sprinklers, but has a fully automatic fire alarm system. The fire alarm system is in trouble or not operational due to system wide water infiltration.

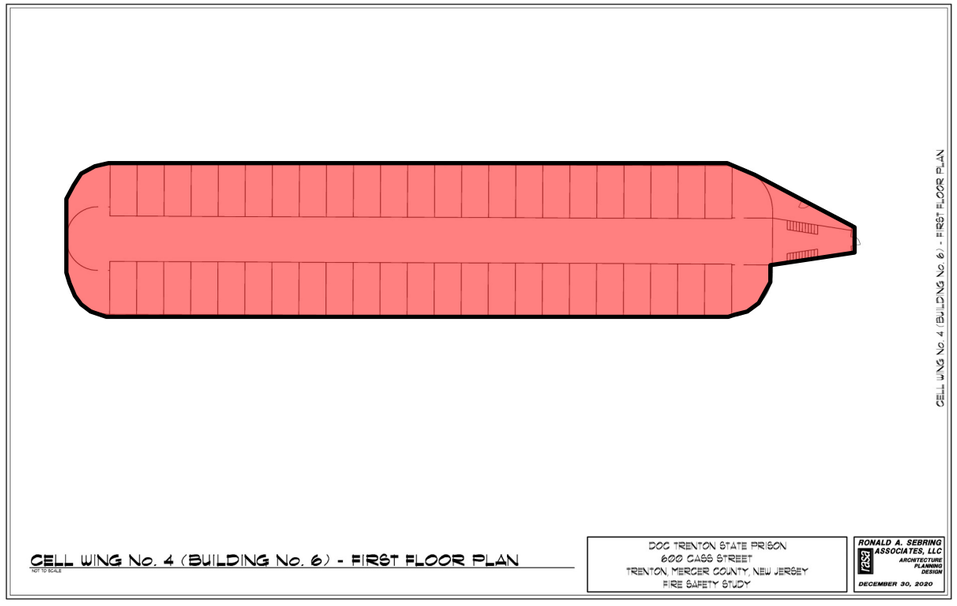
Shading Key:
- Red: Not sprinklered, but has fully automatic fire alarm system.
- Blue: Fully automatic fire alarm and sprinklered.
- Green: Sprinklered, but no smoke detection and/or fire alarm

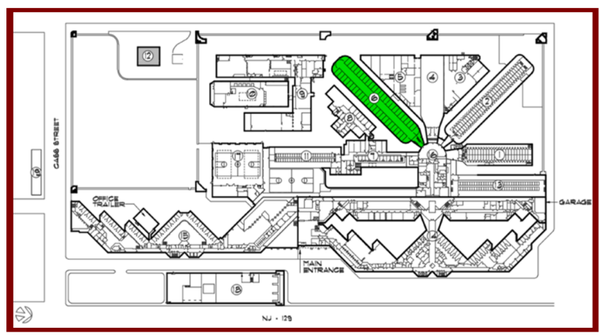
VIOLATION KEYNOTES

FP.1 – Entire Area Not Sprinklered – Area Needs New Sprinkler System: Add sprinklers in all red areas.

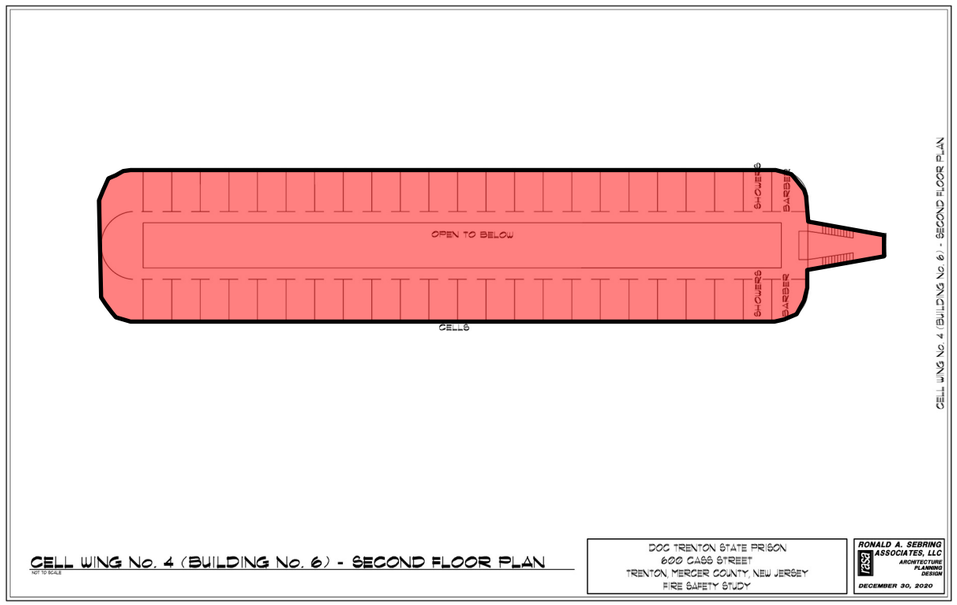
FP.8 – Missing Smoke Control System: This building does not have windows, therefore this wing is considered a windowless building as per IBC 408.9. Add smoke control system. For smoke compartmentalization, the addition of electronic locking systems will be required to provide reasonable size smoke compartments.

FP.9 – Fire Alarm System in Trouble or is Non-Operational: Entire building.





SITE KEY PLAN



BUILDING 7 (CELL WINGS 3 AND 5)

ARCHITECTURAL NARRATIVE

The building containing Cell Wings 3 and 5 is located at the center of the east side of the West Compound. This building was constructed prior to 1931. The exterior walls are constructed of masonry, floors are concrete, and the roof of unknown framing construction. Interior walls are masonry. The building contains 8,374 square feet on the first floor level, 7,270 square feet on the second floor, and 3,461 square feet on the third floor.

The building is currently totally unoccupied. The northerly section occupies three floors, was formerly occupied as inmate housing and contains twenty-seven (27) cells. The southerly section occupies three floors, including an expanded two-story area to the west that connects to Building 8 at the first floor level only. The southerly section was originally constructed as prisoner housing but was subdivided from Cell Wing 3 with a masonry partition and converted to office space at an unknown date in the past. It is unknown if the change of use from I-3 to B was completed with a Certificate of Occupancy. The separation wall does not appear to comply with the requirements of a firewall pursuant to the Code and therefore the uses would be considered as non-separated and the height and area restrictions of the Code apply to the entire building.

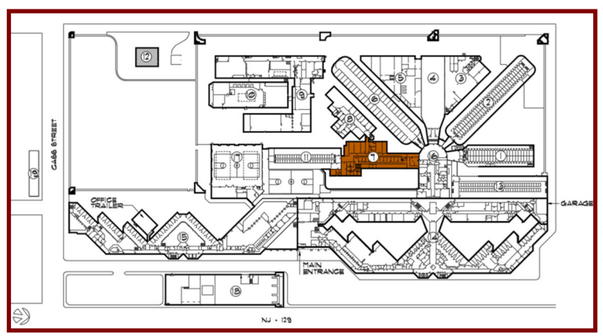
Based on the roof structure being constructed of wood frame, the building construction is Type IIIB, Non-combustible/Combustible Unprotected. Based on the current IBC height and area limitations for an I-3 Use, the construction classification will need to be considered as IIA Non-Combustible Protected for any new construction within the building. This classification requires the primary structural frame, bearing walls, and floor construction to be 1 hour firerated and the roof to be 1 hour firerated.

Pursuant to current IBC requirements, a Building of Use Group I-3 is required to be protected throughout with an automatic fire-suppression sprinkler system. The building is NOT protected with an automatic fire suppression sprinkler system. An active fire alarm system is installed.

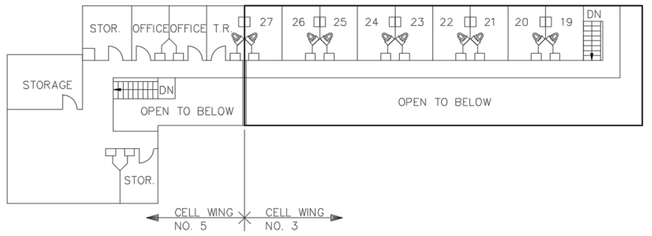
The cell doors are swing type open bar metal and are manually locked and unlocked. No remote release is present at the cell doors throughout Cell Wing 3.

In addition to the need for the provision of an automatic fire suppression sprinkler system throughout the building, this building is the subject of one of the listed Fire Safety Violations that have been cited for this facility by the NJ DCA Division of Fire Safety. **Violation 4067284 "2nd Egress"**. This violation was created when the separation wall was constructed between the wings. The new wall blocks exiting to the south from Cell Wing 3.

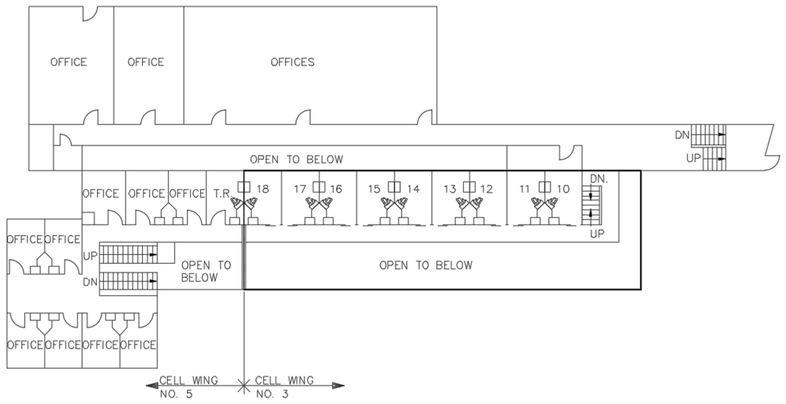
The Limited Hazardous Materials Study revealed that 9"x9" and 12"x12" floor tile and white textured coatings at columns within Cell Wing 3 are asbestos containing materials (ACM). In Cell Wing 5, ACM includes grey cementitious pipe packing and valve connection insulation and pipe insulation debris. The latter should be abated regardless of whether the recommended fire safety remediations will effect it.



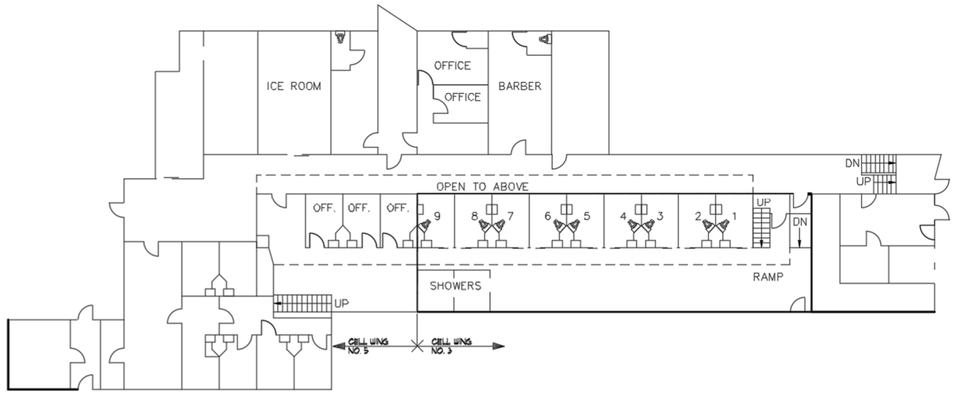
KEY SITE PLAN



THIRD FLOOR PLAN



SECOND FLOOR PLAN



FIRST FLOOR PLAN

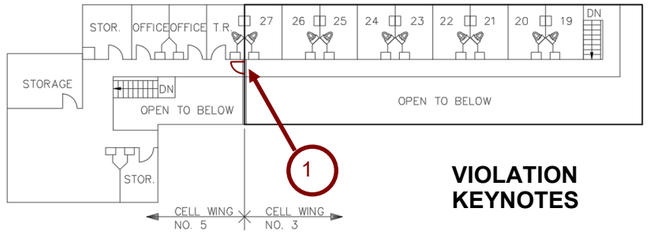
BUILDING 7 (CELL WINGS 3 AND 5)

ARCHITECTURAL VIOLATIONS

FIRE VIOLATION A7.1: Cell Wing 3 requires two means of egress on each of the three floors where only one exists.

Recommendation: Create openings in the existing separation wall between the two Cell Wings to provide access from the current Cell Wing 3 through to the existing stairs and exits in Cell Wing 5 to the south. Firerated doors may be installed to maintain secure separation. This violation is listed as a Severe Priority because it is cited on the Division of Fire Safety Fire Violations list. This may be deemed a lower level if the building remains unoccupied.

PRIORITY LEVEL : SEVERE



VIOLATION KEYNOTES

1. Second Exit Required

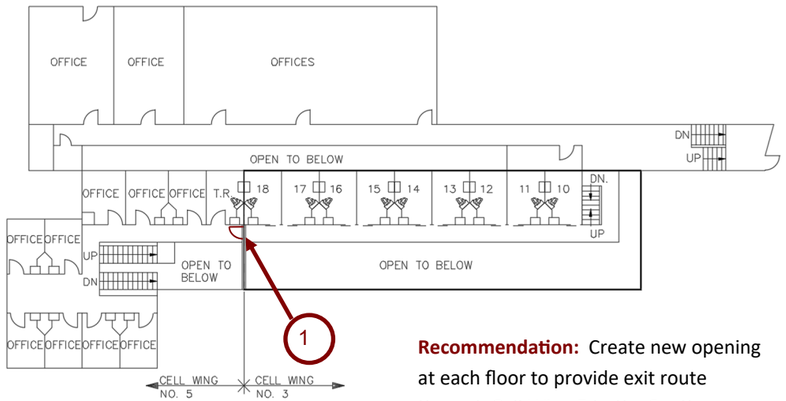
THIRD FLOOR PLAN

FIRE VIOLATION A7.2: The current locking arrangement utilizing mechanical locks does not comply with the current Building Code. Note that this is not a violation of the Uniform Fire Code, however it is a life safety issue observed as part of this Study.

Recommendation: If the building is re-occupied as inmate housing, the installation of electronic remote release for the cell door and exit door locks is required. Refer also to Violation FP.8 for mechanical requirements.

Alternatively, each floor's cell areas could be separated from adjacent spaces with smoke partitions to create individual smoke compartments limiting each area to less than 10 manual locks. The latter is not as practical as the former in that new floor slabs would be required at the second and third floor levels requiring significant structural improvements.

PRIORITY LEVEL : LOW



Recommendation: Create new opening at each floor to provide exit route through Cell Wing 5 to the South.

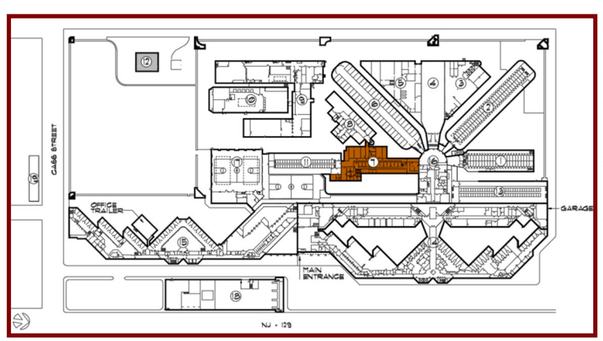
SECOND FLOOR PLAN

SAFETY VIOLATION A7.3: ACM pipe packing and valve connection insulation and pipe insulation debris is present at Cell Wing 3.

Recommendation: Abate the damaged pipe insulation.

PRIORITY LEVEL : HIGH

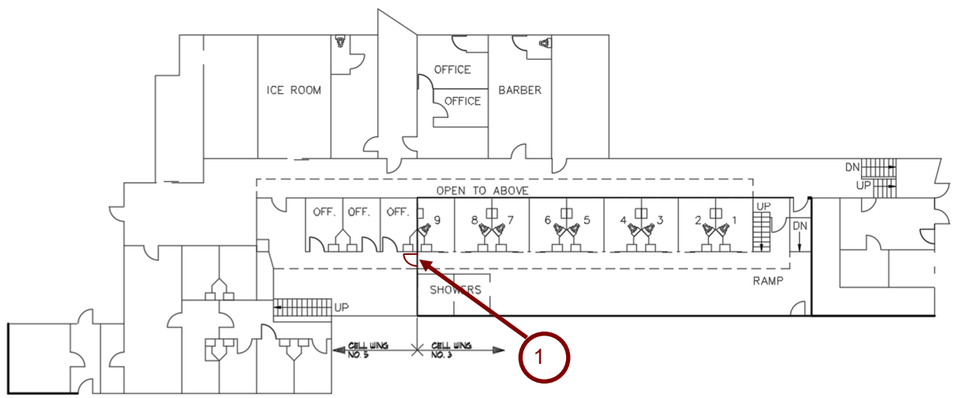
FIRE VIOLATION A7.4: The existing roof systems are leaking causing damage to the fire alarm system and preventing installation of fire protection sprinkler system.



KEY SITE PLAN

Recommendation: Replace the existing low slope roofing with new SBS built-up modified bitumen roofing system with 25 year NDL warranty and the steep slope roofing with asphalt-fiberglass shingle roofing with 20-year NDL warranty. The priority is listed as Severe in that the roof leaks are causing the fire alarm system to be in trouble and/or non-operational.

PRIORITY LEVEL: SEVERE



FIRST FLOOR PLAN

BUILDING 7 (CELL WING 3)

MEPFP NARRATIVE

The building does not have sprinklers, but has a fully automatic fire alarm system. The fire alarm system is in trouble or not operational due to system wide water infiltration.

Shading Key:
- Red: Not sprinklered, but has fully automatic fire alarm system.
- Blue: Fully automatic fire alarm and sprinklered.
- Green: Sprinklered, but no smoke detection and/or fire alarm

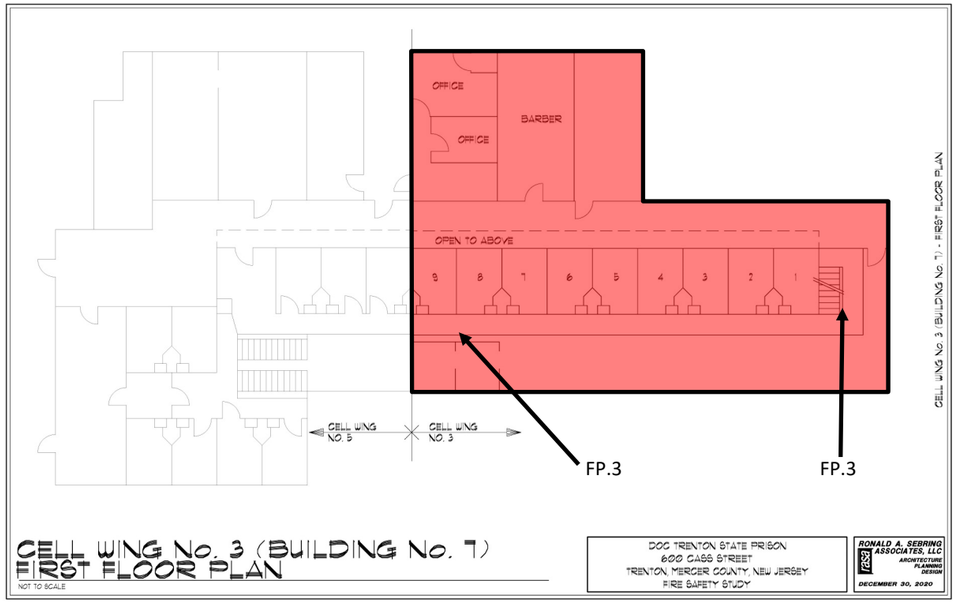
VIOLATION KEYNOTES

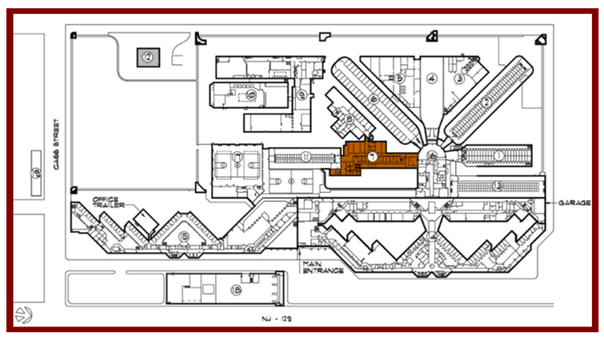
FP.1 – Entire Area Not Sprinklered – Area Needs New Sprinkler System: Add sprinklers in all red areas.

FP.3 – Sprinkler / Standpipe System Sourced from Domestic Water not Fire Pump/Sprinkler: Typical on each floor (not shown on 2nd and 3rd floors, but still a violation)

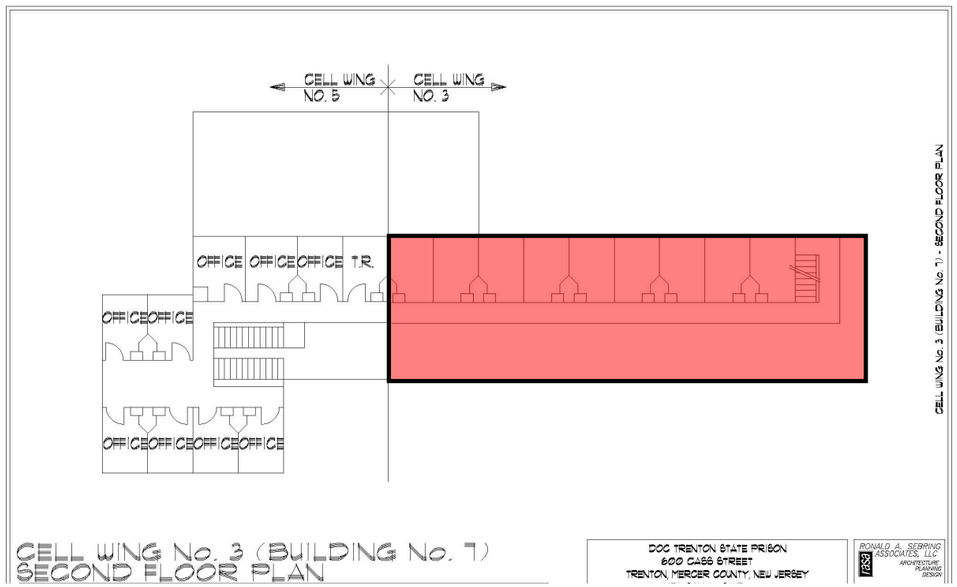
FP.8 – Missing Smoke Control System: While the lower portion of the windows are operable the upper portion of the windows (height of upper tier of cells) are not easily opened and therefore this wing could be considered a windowless building as per IBC 408.9 for the upper cell tier areas. Add smoke control system. For smoke compartmentalization, the addition of electronic locking systems will be required to provide reasonable size smoke compartments.

FP.9 – Fire Alarm System in Trouble or is Non-Operational: Entire building.





SITE KEY PLAN



BUILDING 7 (CELL WING 5)

MEPFP NARRATIVE

The building does not have sprinklers, but has a fully automatic fire alarm system. The fire alarm system is in trouble or not operational due to system wide water infiltration.

Shading Key:
- Red: Not sprinklered, but has fully automatic fire alarm system.
- Blue: Fully automatic fire alarm and sprinklered.
- Green: Sprinklered, but no smoke detection and/or fire alarm

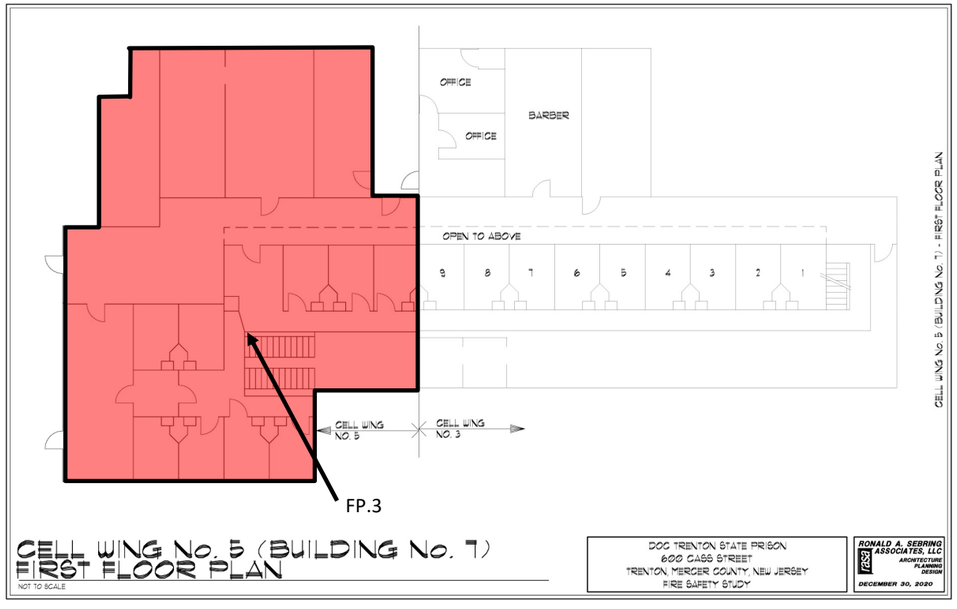
VIOLATION KEYNOTES

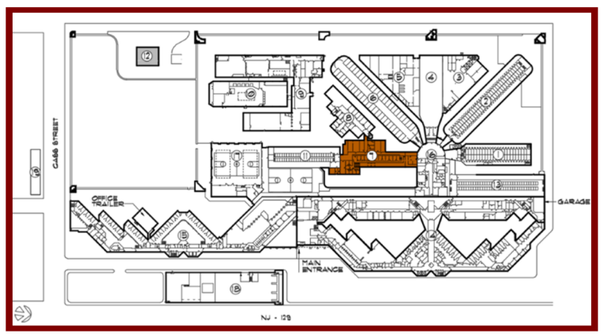
FP.1 – Entire Area Not Sprinklered – Area Needs New Sprinkler System: Add sprinklers in all red areas.

FP.3 – Sprinkler / Standpipe System Sourced from Domestic Water not Fire Pump/Sprinkler: Typical on each floor (not shown on 2nd, 3rd and 4th floors, but still a violation)

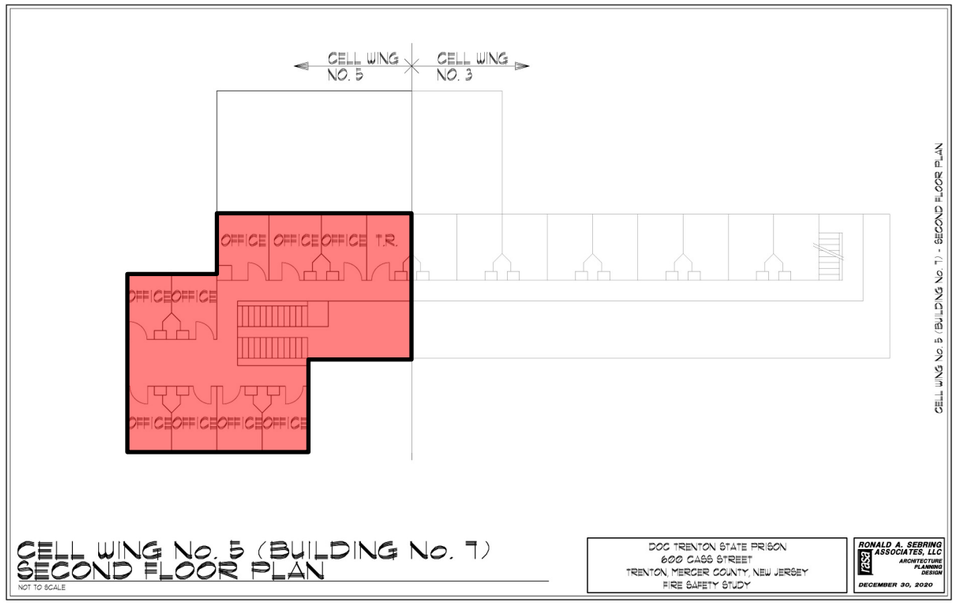
FP.8 – Missing Smoke Control System: While the lower portion of the windows are operable the upper portion of the windows (height of upper tier of cells) are not easily opened and therefore this wing could be considered a windowless building as per IBC 408.9 for the upper cell tier areas. Add smoke control system. For smoke compartmentalization, the addition of electronic locking systems will be required to provide reasonable size smoke compartments.

FP.9 – Fire Alarm System in Trouble or is Non-Operational: Entire building.





SITE KEY PLAN



BUILDING 7 (CELL WING 5)

Shading Key:
- Red: Not sprinklered, but has fully automatic fire alarm system.
- Blue: Fully automatic fire alarm and sprinklered.
- Green: Sprinklered, but no smoke detection and/or fire alarm

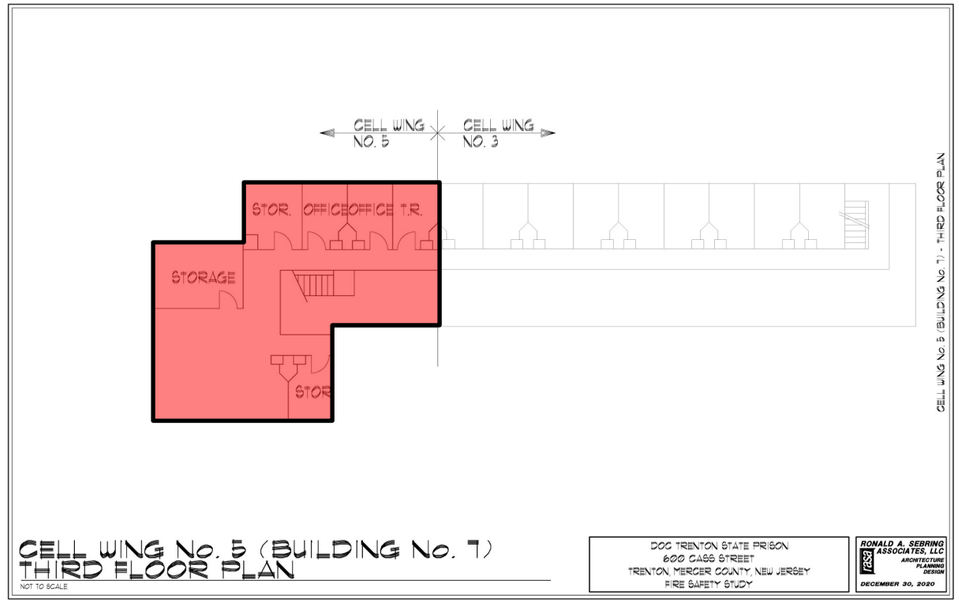
VIOLATION KEYNOTES

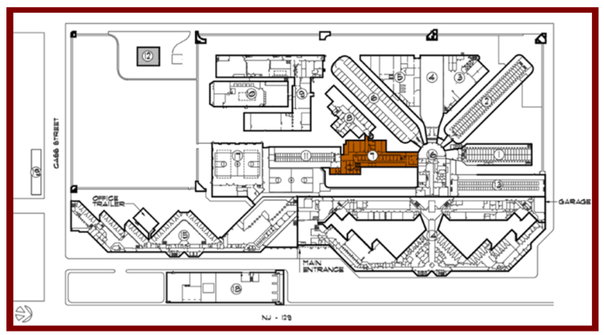
FP.1 – Entire Area Not Sprinklered – Area Needs New Sprinkler System: Add sprinklers in all red areas.

FP.3 – Sprinkler Standpipe System Sourced from Domestic Water not Fire Pump/Sprinkler: Typical on each floor (not shown on 2nd, 3rd and 4th floors, but still a violation)

FP.8 – Missing Smoke Control System: While the lower portion of the windows are operable the upper portion of the windows (height of upper tier of cells) are not easily opened and therefore this wing could be considered a windowless building as per IBC 408.9 for the upper cell tier areas. Add smoke control system. For smoke compartmentalization, the addition of electronic locking systems will be required to provide reasonable size smoke compartments.

FP.9 – Fire Alarm System in Trouble or is Non-Operational: Entire building.





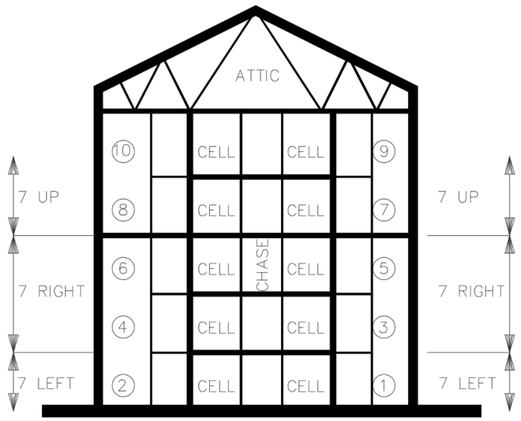
SITE KEY PLAN

BUILDING 13 (CELL WING 7)

ARCHITECTURAL NARRATIVE

Cell Wing 7 is located in the northeast quadrant of the West Compound and is part of the original prison. This building was constructed circa 1886. The exterior walls are constructed of stone masonry, floors are concrete and steel frame, and the roof is steel and concrete plank construction.

The building contains 10,792 square feet on the first floor and 5,687 square feet on each of the upper floors except for the third floor which contains 10,792 square feet.



CROSS SECTION

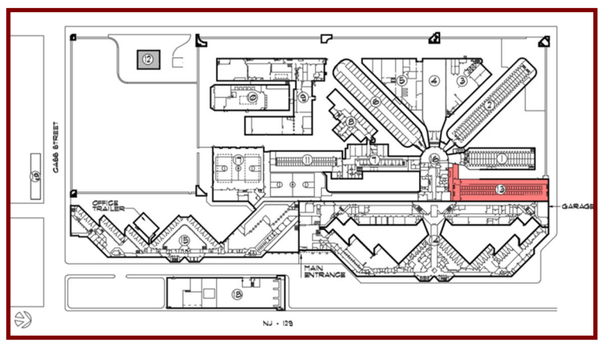
The building is currently totally unoccupied. The building was formerly occupied as inmate housing and contains a total of three hundred and thirty (330) cells. There are sixty-six (66) cells on each of the five (5) levels in the cell tier. A solid metal floor system is in place at floor level three (3) which divides the lower one-hundred and ninety-eight (198) cell housing area from the upper one-hundred and thirty-two (132) cell housing area. Automatic electronic release mechanisms were observed for the cell doors although the operation of the system was not tested during our visits to the Facility. It was reported to us through the Facility staff that the existing wing was vacated due to the electronic locking system failures.

Based on the roof structure being constructed of steel and concrete and no wood frame being present within the structure, but lack of fireproofing materials providing required fire resistance ratings, the current building construction is Type IIB, Non-combustible Unprotected. Based on the current IBC height and area limitations for an I-3 Use, the construction classification will need to be considered as IB Non-Combustible Protected for any new construction within the building. This classification requires the primary structural frame, bearing walls, and floor construction to be 2 hour firerated and the roof to be 1 hour firerated.

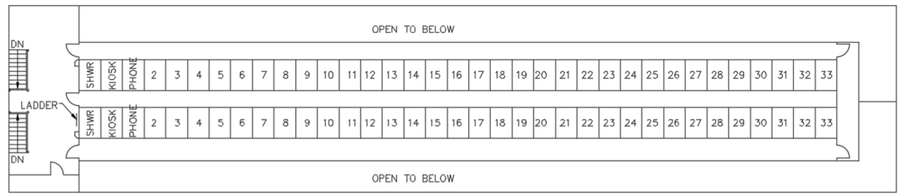
Based on current IBC requirements, a Building of Use Group I-3 is required to be protected throughout with an automatic fire-suppression sprinkler system. The building is NOT protected with an automatic fire suppression sprinkler system. An active fire alarm system is installed.

In addition to the need for the provision of an automatic fire suppression sprinkler system throughout the building, this building is the subject of one of the listed Fire Safety Violations that have been cited for this facility by the NJ DCA Division of Fire Safety. **Violation 4067286 "2nd Egress".** There is no exit provided at the north end of the Building.

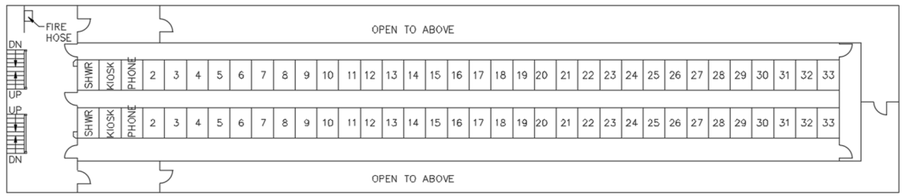
The building should not be re-occupied until the new exit is provided and a new automatic fire suppression sprinkler system is added throughout the building.



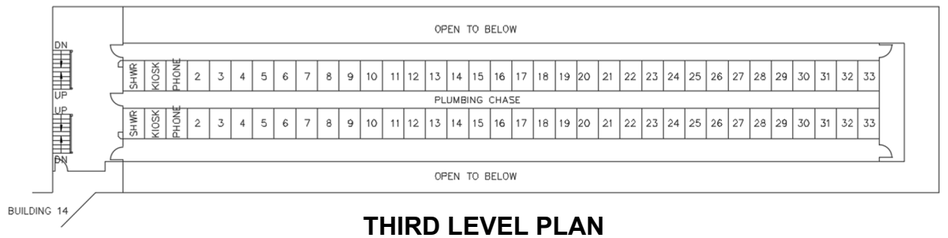
KEY SITE PLAN



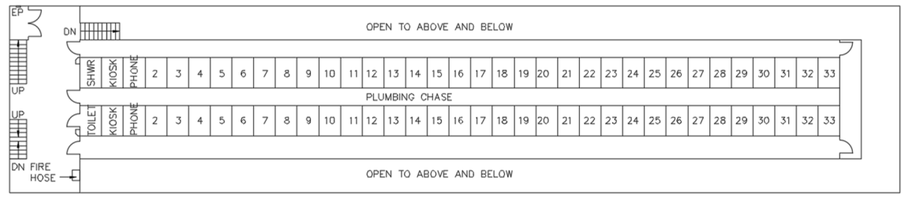
FIFTH LEVEL PLAN



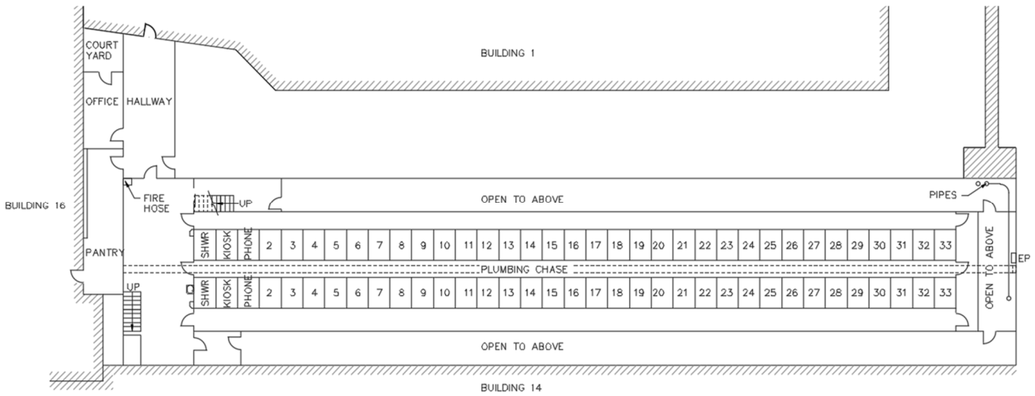
FOURTH LEVEL PLAN



THIRD LEVEL PLAN



SECOND LEVEL PLAN



FIRST LEVEL PLAN

BUILDING 13 (CELL WING 7)

ARCHITECTURAL VIOLATIONS

FIRE VIOLATION A13.1: Cell Wing 7 requires two means of egress for all levels.

Recommendation: Construct an enclosed exit stairwell at the north end of the building. This exit will need to be accessed from both the east and west sides of the tier and would lead to the exterior between this building and Building 1 (Cell Wing 1). There is no feasible opportunity to provide an exit leading to the south and into the North Compound. This violation is cited on the Division of Fire Safety Fire Violations list. The priority is listed as Severe in that there is currently only one exit serving a space that is designed to accommodate over 330 occupants and the building is not protected with an automatic fire suppression sprinkler system. This level of priority may be lowered if there is no plan to re-occupy this building.

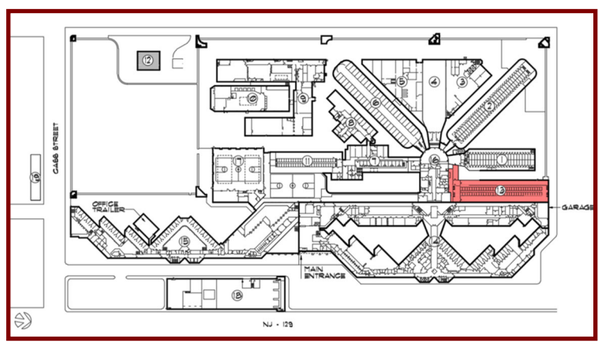
It should be noted that there are several mechanical pipes and conduits that feed into the plumbing chase from the north end of the building. These would impede construction of an enclosed exit stair at the endwall, therefore it is recommended that the new stair be constructed on the west side of the interior of the building and access provided from each row of cells (east and west) at each level, across to the stair.

The building should not be re-occupied until the new exit is provided and a new automatic fire suppression sprinkler system is added throughout the building.

PRIORITY LEVEL: SEVERE

FIRE VIOLATION A13.2: The existing slate roof system, which contains cracked and previously replaced slates throughout the roof, has reached its serviceable lifespan, and is leaking causing damage to the fire alarm system and preventing installation of fire protection sprinkler system.

Recommendation: Replace the existing slate roofing with new asphalt-fiberglass slate-look shingles, meeting the requirements of the State Historic Preservation Office with 20 year NDL warranty. The priority is listed as Severe in that the roof leaks are causing the fire alarm system to be in trouble and/ or non-operational.



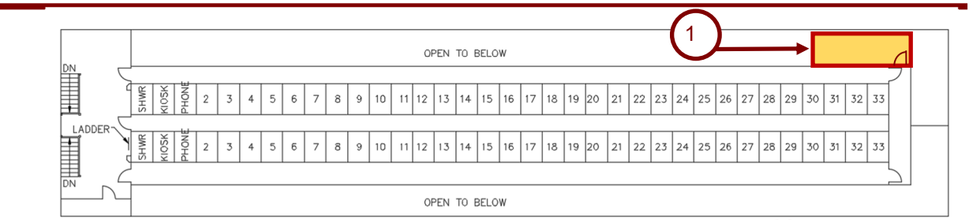
KEY SITE PLAN

Note that the roof shingles and underlayment are assumed asbestos containing materials and existing barbed tape along the roof perimeter will need to be removed and reset to replace the roof.

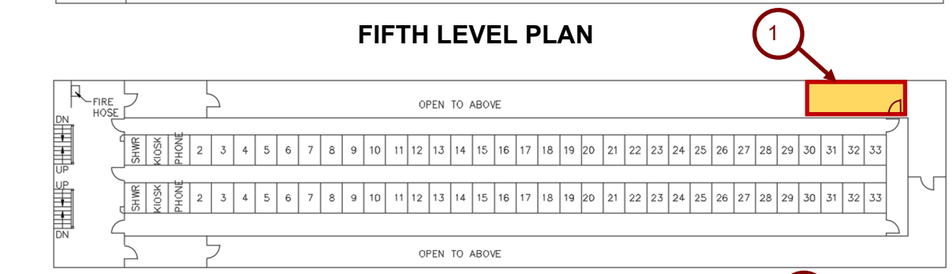
PRIORITY LEVEL: SEVERE

VIOLATION KEYNOTES

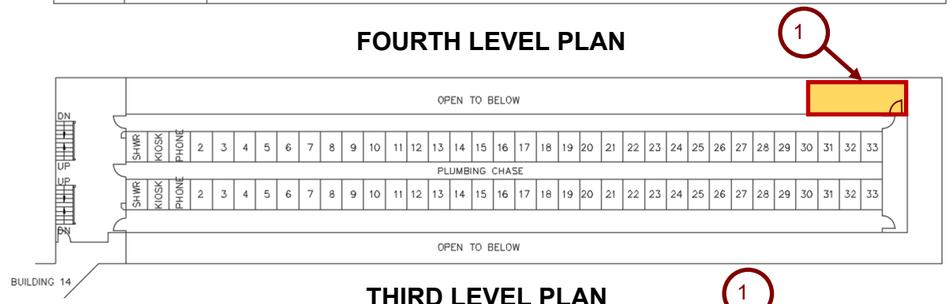
1. Second Exit Required



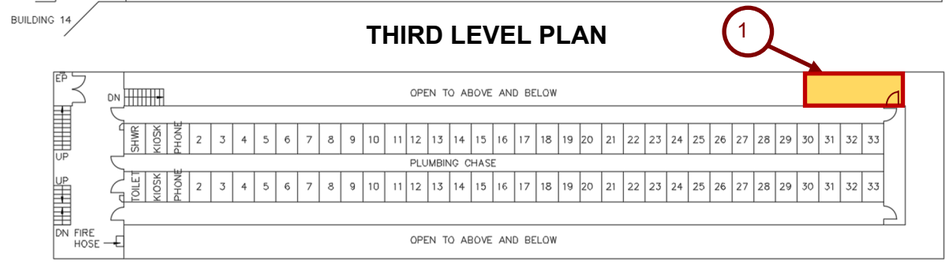
FIFTH LEVEL PLAN



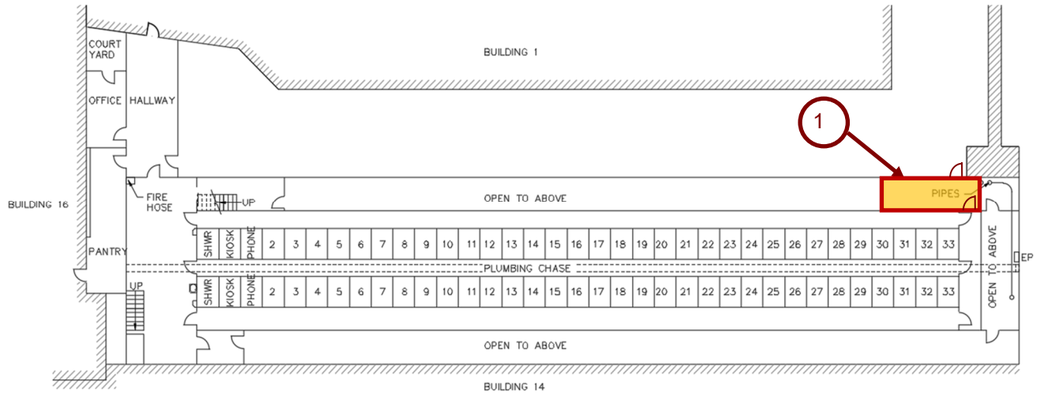
FOURTH LEVEL PLAN



THIRD LEVEL PLAN



SECOND LEVEL PLAN



FIRST LEVEL PLAN

BUILDING 13 (CELL WING 7)

MEPFP NARRATIVE

The building does not have sprinklers, it has a domestic-sourced set of standpipes and it has a fully automatic fire alarm system. The fire alarm system is in trouble or not operational due to system wide water infiltration.

Shading Key:
- Red: Not sprinklered, but has fully automatic fire alarm system.
- Blue: Fully automatic fire alarm and sprinklered.
- Green: Sprinklered, but no smoke detection and/or fire alarm

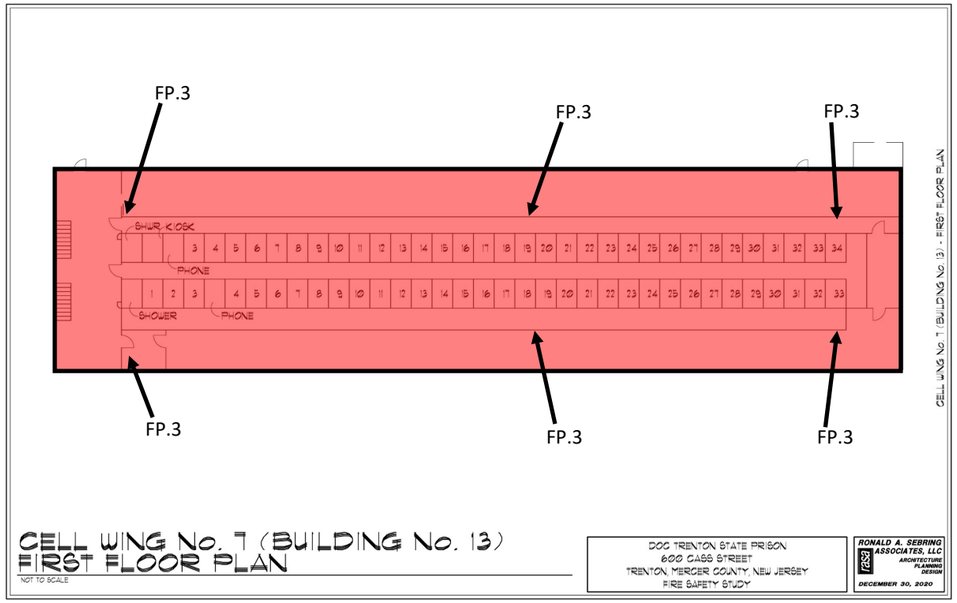
VIOLATION KEYNOTES

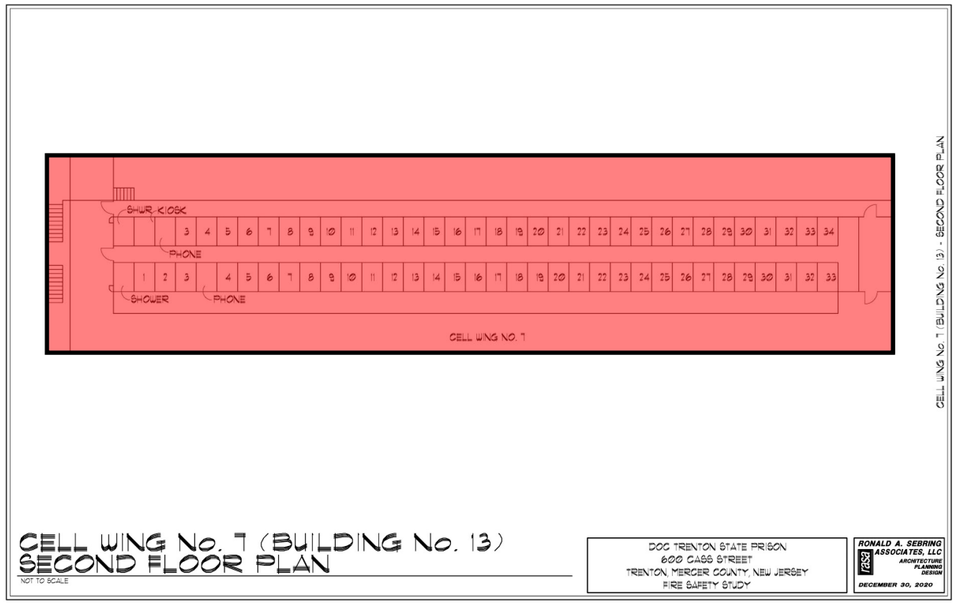
FP.1 – Entire Area Not Sprinklered – Area Needs New Sprinkler System: Add sprinklers in all red areas.

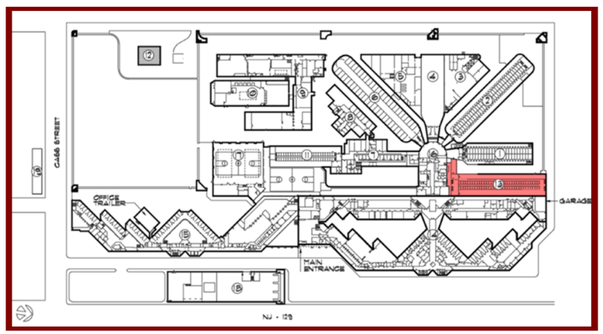
FP.3 – Sprinkler / Standpipe System Sourced from Domestic Water not Fire Pump/Sprinkler: Typical on each floor (not shown on 2nd, 3rd, 4th and 5th floors, but still a violation)

FP.8 – Missing Smoke Control System: While the lower portion of the windows are operable the upper portion of the windows (height of upper tier of cells) are not easily opened and therefore this wing could be considered a windowless building as per IBC 408.9 for the upper cell tier areas. Add smoke control system and segregate the West and East sides to accommodate smoke compartmentalization. The existing electronic locking system will need to be fixed prior to assigning smoke compartments; the existing wing was vacated due to the electronic locking system failures.

FP.9 – Fire Alarm System in Trouble or is Non-Operational: Entire building.







SITE KEY PLAN

BUILDING 13 (CELL WING 7)

Fourth & Fifth levels are typical of the third floor plan to the right.

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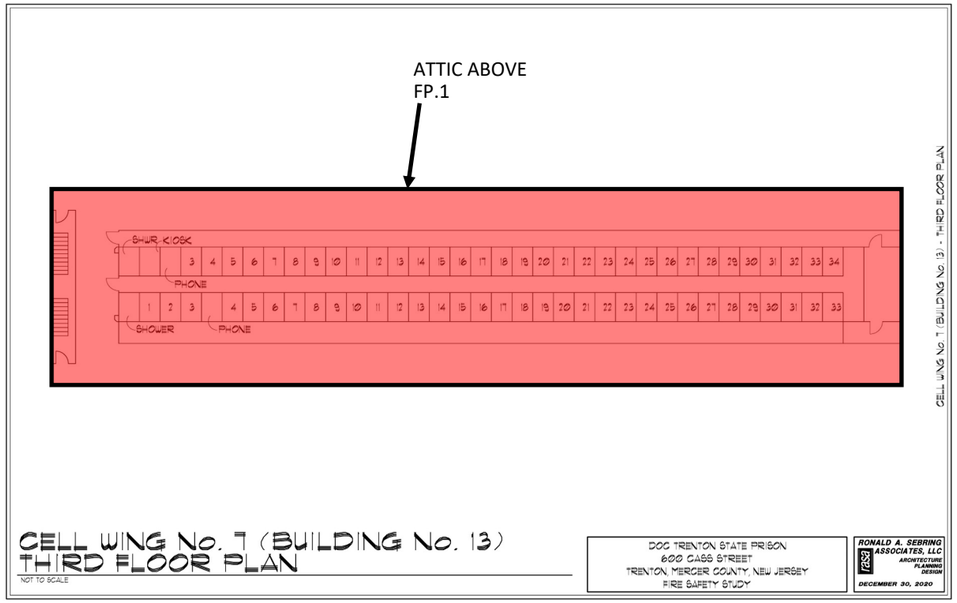
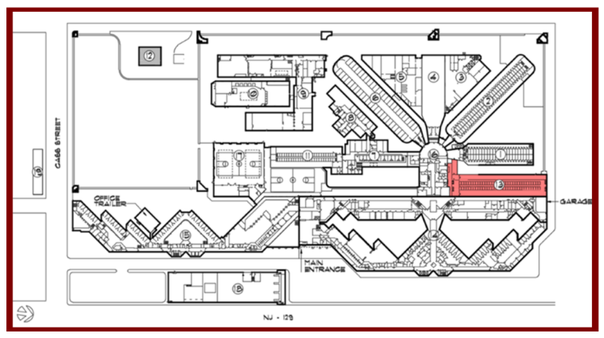




SITE KEY PLAN

SPECIAL CONDITIONS FOR CONSTRUCTION AT TRENTON STATE PRISON
MERCER COUNTY, NEW JERSEY

General: Trenton State Prison is operated under maximum-security conditions and stringent regulations govern access and egress to and from the institution. The following procedures have been promulgated by the Prison Superintendent for guidance to contractors in the conduct of their work. Additional requirements that may be necessary for this project will provided at the pre-construction meeting.

Identification: Construction personnel will be required to be finger-printed, photographed and have security clearance prior to entering the security perimeter of the institution. These activities will be conducted and coordinated by the Identification Officer ten working days in advance of the desired time. The contractor should submit names for security clearance in groups and not on an individual basis. Construction personnel who have received security clearance will be issued a temporary Identification Card which shall bear a photograph of the individual.

The Identification Cards of construction personnel working within the security perimeter shall be retained in the possession of the Receiving Gate Personnel while construction personnel are within the security perimeter.

Prohibited Articles: Although the institution's staff are familiar with the regulations regarding the taking of prohibited articles to or from inmates or into and out of the institution, construction personnel have most likely not been exposed to this type of environment. It is essential that construction personnel be encouraged to approach a custody staff member when in doubt as to his/her authorization to bring into the institution or take an article from the institution. Construction personnel should be advised that this institution is a maximum-security facility which incarcerates individuals serving lengthy sentences many of which are for extremely violent crimes. The possibility of violence and/or escape is a constant possibility. The introduction of prohibited articles might intensify the existing potential for violence and/or escape.

The following list is a sample of those items which are considered prohibited. This list is not all inclusive but represents examples:

Firearms
Ammunition (To include bullets fashioned as jewelry)
Knives (To include pen-knives, hunting knives, switch-blades)
Alcohol (Such as beer and hard liquor)
Narcotics (Such as marijuana, barbiturates, amphetamines, hallucinogens, heroin, cocaine)
Explosives

New Jersey Statute Annotated 2C:29-6b states, "A person commits a petty disorderly persons offense if he, provides an inmate with any other thing which the actor know should know it is unlawful for the inmate to possess". Violators of this statute will be prosecuted to fullest extent of the law.

Construction personnel shall ask the custody escort or a custody supervisor when questions are raised as to whether an item is considered a Prohibited Article.

EXHIBIT 'E'

Illness or Accident: In the event a construction employee is injured or becomes ill while on the job site, the institution Medical Department, at the request of the employee or his supervisor, shall render emergency first aid treatment. If further or more extensive treatment is necessary, it will be the responsibility of the contractor to secure such treatment.

Custody Escorts: Custody Escorts will ordinarily be scheduled for duty with the same duty hours as the construction personnel. Special duty hour arrangements will be made on an individual basis.

The Custody Escort is assigned to construction personnel to ensure security, custody supervision, escort and operational liaison between contract personnel and institution staff. The custody escort shall in addition to the duties described in this procedure:

1. Prevent any unauthorized contact between construction personnel and inmates;

2. Ensure construction personnel do not leave the job site without a staff escort; and

3. Remain with the construction personnel while they are within the security perimeter of the institution.

Tools and Equipment: The Custody Escort shall devise and maintain a tool and equipment inventory which shall reflect the quantity and types of tools and equipment which are utilized within the security perimeter. Any item brought into or from the security perimeter will be added or deleted from the inventory. A copy of inventory shall be forwarded daily to the Shop Marshall who will retain same for file.

The contractor will provide a tool storage box of sound construction with a heavy duty locking device. A key for the lock will be given to the receiving Gate to insure access in the event of an emergency.

The tool storage box will be utilized to secure all tools and small equipment left at the job site overnight and on weekends and holidays.

The Custody Escort shall ensure that:

a. All tools and equipment are removed from the job site at the completion of the work day; or

b. Those tools and equipment designed by construction personnel to remain at the job site are secured in the tool storage box.

Construction Personnel shall immediately notify the Custody Escort of any occurrence of a missing tool or equipment item. The Custody Escort will then immediately report to the Shop Marshall who will take measures to locate the item. The Custody Escort will in each instance of a missing tool or equipment item submit a Special Report detailing the incident to the Shop Marshall.

Construction Vehicles: The number of vehicles necessary to enter the security perimeter may vary dependent upon the requirements of the construction project. Construction personnel should utilize only the number of vehicles necessary for each days work. When necessary to leave a vehicle on the job site, construction personnel must remove the Distributor Cap or vehicle battery and secure the same in the tool storage box. If a tool storage box is not located at the job site, the distributor cap or battery must be removed from the security perimeter at the end of the work day.

EXHIBIT 'E'

Gasoline may be brought into the security perimeter on a daily basis. All gasoline must be take from the security perimeter by construction personnel at the end of the days work.

Scaffolding and Ladders: Construction personnel must advise the Custody Escort of any intended use of scaffolding and/or extension ladders. The Custody Escort shall advise the Shop Marshal that scaffolding and/or ladders are necessary and the Shop Marshal shall determine if additional precautions are necessary.

Disposal of Construction Materials: Construction personnel shall remove excess or disposed construction material when leaving same at the job site will pose a health or safety problem. All excess or disposed construction materials must be removed at the completion of each construction project.

Toilet Facilities: Dependent upon the location of the job site construction personnel may utilize the institution's toilet facilities or the contractor, upon agreement of the Superintendent, will provide a portable toilet to be located at or near the job site.

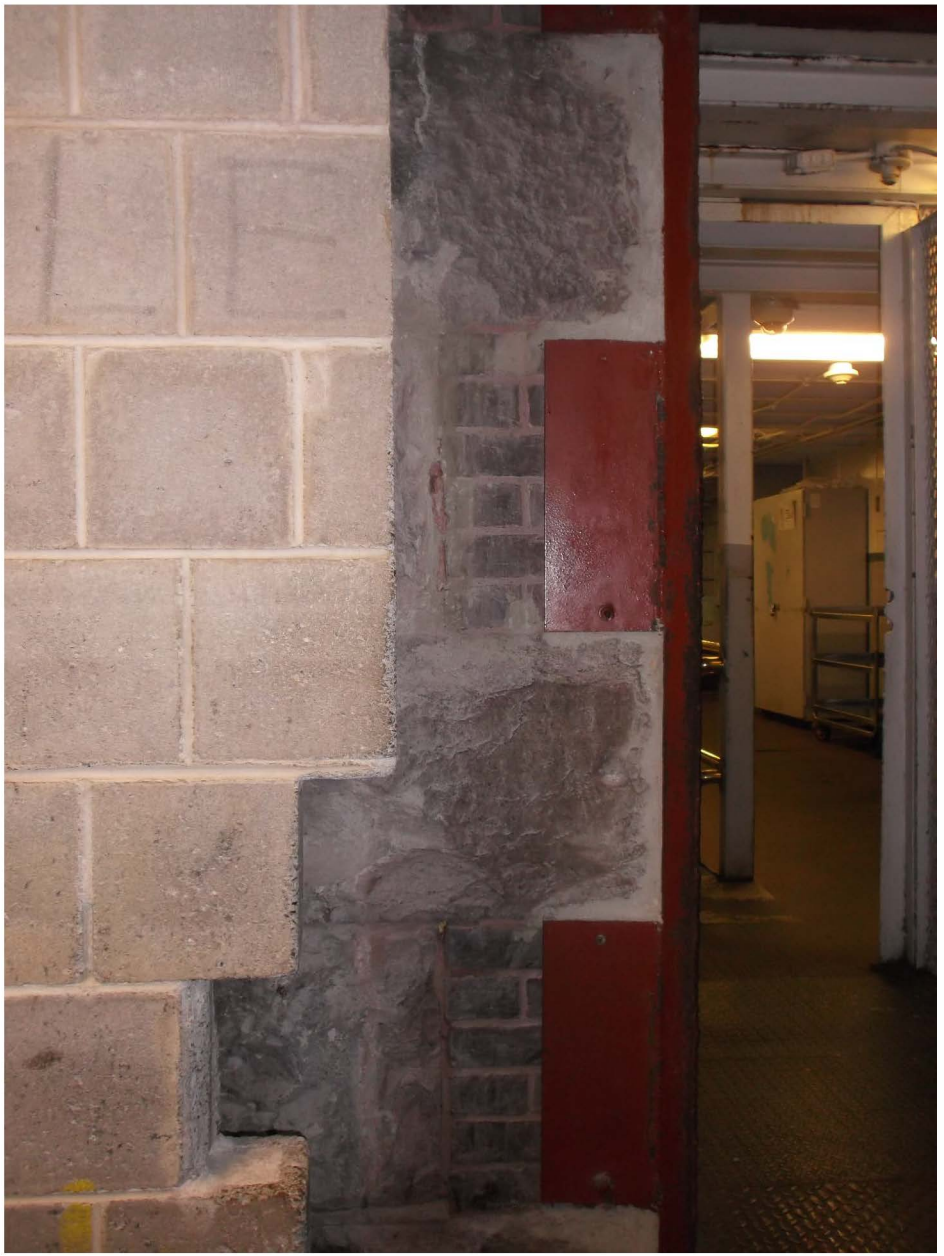
Lunch Breaks: Lunch breaks will be taken at approximately 12:00 noon daily. Dependent upon the location of the work project construction personnel may be escorted to Officers' Dining Room or the lunch break may be taken at the job site. The location of the Lunch Break will be determined the Superintendent.

Work Cancellations: In the event that inclement weather or work delays will not permit work to be done on a given day or portion of a given day, the contractor must notify the Center Keeper not later tan 7:00 a.m. (609) 292-9704 advising of the cancellation of work for that day or a portion of that day. The Center Keeper will then make the necessary custody duty reassignments.

EXHIBIT 'E'
CONTRACTOR'S REGULATIONS

EXHIBIT 'E'

EXHIBIT 'F'
PHOTOS




FIRE HOSE

EXHIBIT 'F'
PHOTOS