

Municipal Building + Police Headquarters

Township Committee Meeting + Public Presentation | January 22, 2024



Prepared by:
IEI Group
www.ieigroup.com



Historic Perspective



Powerville School – Class of 1894

The current site has served Boonton Township since 1871 when the first schoolhouse was erected. The site served as a school site until 1968 when the first addition to Rockaway Valley School was completed. In the early 1970's the Board of Education conveyed the property to the Township for use as the Municipal Building.

The building has been in use as the Municipal Building for fifty years; the oldest section is 97 years old plus additions in 1952, 1972 and 1997. There have been no major additions or improvements to the facility during the time it has served its municipal purpose.





155 Powerville Road today...



1926 Original Structure



Original Structure + 1952 Addition





155 Powerville Road today...



1952 Addition: Glass at Dais Area, Communications Tower



1972 + 1997 Additions: Main Building Entrance, No Sallyport, Lack of Storage for Road Items





Feasibility Study



Citing serious deficiencies with the existing building, including aging core systems and infrastructure, failure to meet public safety regulatory requirements, severe space constraints and lack of ADA compliance, emergency exits and energy efficiency, in March 2022, the Township Committee authorized a Request For Proposals (RFP) for an architectural firm to conduct a Feasibility Study of the Municipal Building + Police Headquarters.

The Study required analysis of three (3) options for the updated facility:

- Renovate the existing building
- Construct a new building on the current site
- Relocate the Municipal Building + Police Headquarters to another site

Twelve (12) RFPs were received in August 2022. The proposals were reviewed, interviews conducted then the Review Committee recommended Mark A. Coan, AIA of the IEI Group as the lead architect.



Other Sites Considered



RVA Fields: This parcel has used Green Acres funding, thus, approval from the State of NJ to divert a portion of the property for the project will be required. Public water and sewer are not available for the site.



Kokora Property: Located on Valley Road, this parcel was purchased by the Township with \$1mil in Open Space Funds which requires repayment to the Fund, along with substantial site development costs.

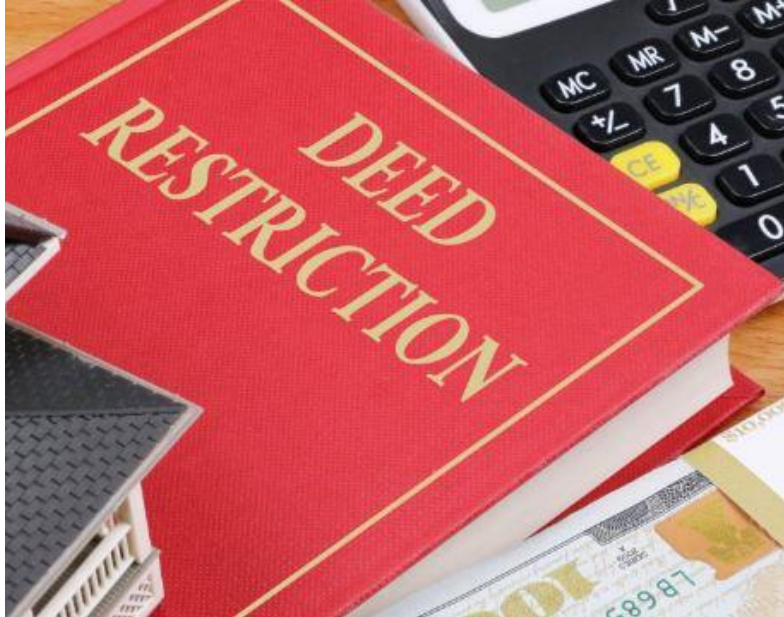


Oak/Powerville Road: This property (36 acres) has environmental constraints thus wetlands crossing permits and deforestation for site development would make the site development cost prohibitive.





Existing Property Restrictions



The current Municipal Building site is encumbered with a deed restriction which necessitates the property remain in public ownership. Accordingly, if the Township relocates its municipal operations, public funds would need to be expended to preserve or demolish the building. Also, determining another use for the building and relocation of the public works yard would be problematic.





Existing Conditions / Deficiencies



Multi-purpose Meeting Room: Inefficient Fluorescent Lighting, Lack of Storage



Dais Area: Not Barrier-free/ADA Accessible, Inadequate size



Main Electric Room: Inadequate Clearances, Lack of Storage





Existing Conditions / Deficiencies



Township Administrator's Office: Undersized by Current Facility Standards



Administration Area: Lack of Proper Workspace + File Storage





Existing Conditions / Deficiencies



Staff Conference Room: Lack of Proper File Storage



Zoning + Health Dept.: Lack of Proper Workspace + General Supplies Storage





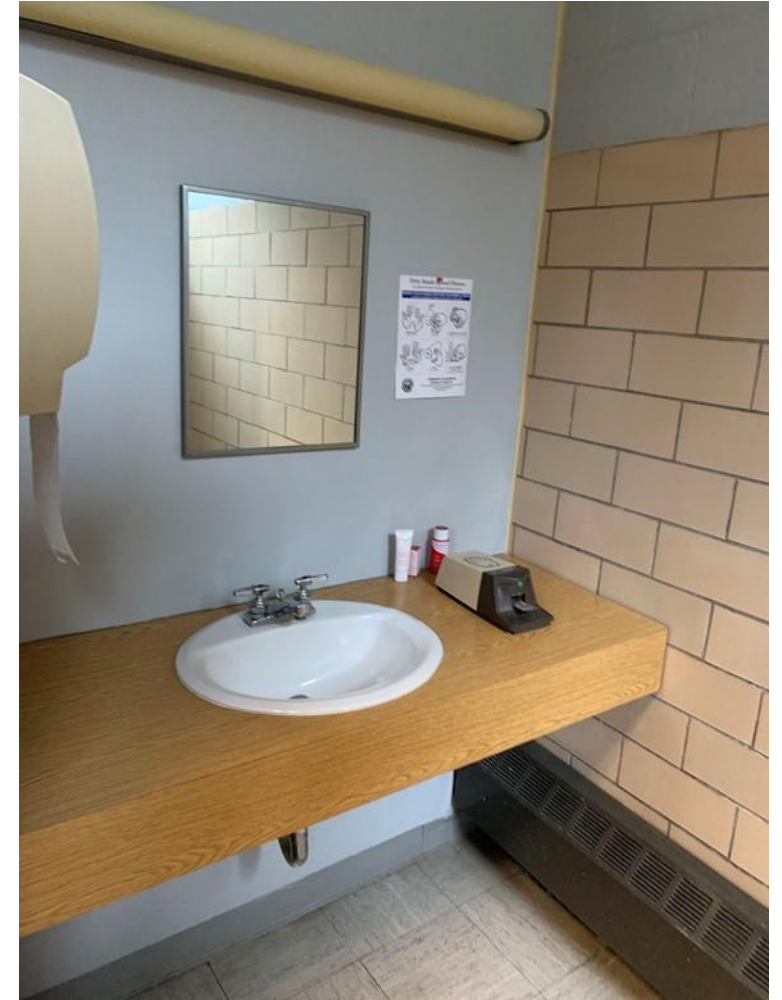
Existing Conditions / Deficiencies



Existing Original Stair: Storage Challenges, Temporary Egress Issues



Lower-Level Storage Room



Public Restrooms: Not Compliant with Current Building Codes + ADA





Existing Conditions / Deficiencies



Detainee Processing: Undersized by Current Facility Standards, Not Barrier-free/ADA Compliant



Detainee Interview: Not Separated from Processing Area, Lack of Proper Audio/Video Recording Technology





Existing Conditions / Deficiencies



Police Administration: Lack of Visual Connection to Public Lobby + Patrol Area



Evidence Storage: HVAC System Deficiencies, Security Controls



Lower-Level Corridor: Filing Cabinets + Radio Charging, SCBA Tanks





Existing Conditions / Deficiencies



Weapons + Ammo Storage: Undersized by Current Facility Standards, Inadequate HVAC Systems, Lack of Proper Gun Cleaning space + Equipment



Officer's Locker Area: Lack of Separation between Male + Female, Inadequate Fitness Space, Filing Cabinets overflow, Gear Lockers do not Meet Current Standards





Data Gathering + Analysis



- Evaluate the current Building/Site at 155 Powerville Road to determine its viability for Renovation, Alteration and/or Expansion. Benchmark against Best Practice Design Standards for Municipal Facilities.
- Evaluate the Existing Building Envelope, Mechanical, Electrical, Plumbing systems against current Building/Energy Codes/ADA + estimate life expectancies for equipment.
- Meet with Township Departments to determine their short, medium + long-term Staffing Needs + Support Space Requirements. Document data in Space Programming Sheets.
- Develop Concept Floor Plans (Blocking + Stacking Diagrams) which graphically depict the re-imagined Municipal Building/Site.
- Review Construction Phasing Opportunities + Constraints to limit Operational Disruptions.





Guiding Principles

Developed by the Boonton Township Building Sub-Committee:



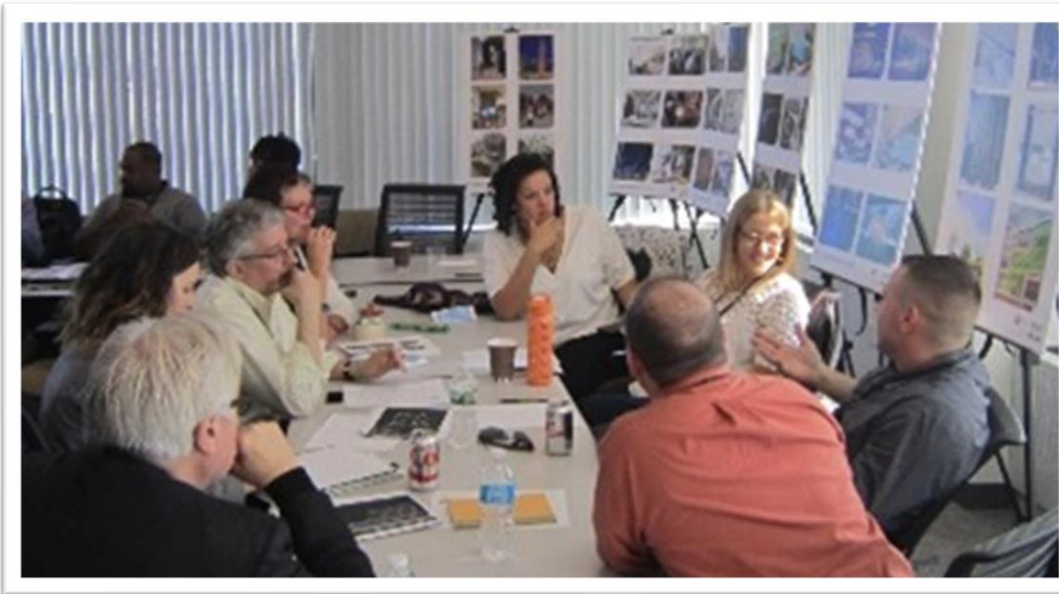
- A Municipal Building + Police Headquarters that **Respects Our Community's Rich History** but also **Reflects our Current Ethos**.
- A State-of-the-Art Building which **Meets All Current Planning Standards + Best Design Practices** for Municipal, Police (NJDOC/JCC) + Court (AOC) Facilities.
- **Welcoming, Accessible + Uplifting:** a place where residents know they can work together with Township government + the staff is here to help them.
- **Safe + Secure:** for public + staff.





Space Programming

MUNICIPAL BUILDING - Boonton Township														
Project No.: 322100-423														
Date: 3/1/23														
			CURRENT		PROGRAMMED		CONCEPT DESIGN		IT/TELECOM		PRIMARY ADJACENCIES: BUILDING ENTRY			
			AREA SF	QTY	TOTAL SF	AREA SF	QTY	TOTAL SF	AREA SF	QTY	TOTAL SF	PHONE	DATA	SECONDARY ADJACENCIES: TOWNSHIP MANAGER
POLICE (PD)														
ID	PERSONNEL TITLE or POSITION	NAME	CURRENT LOCATION	PROPOSED LOCATION	TYPE									NOTES
PD.P.1	CHIEF OF POLICE	T. CACCABEVE	MAIN LEVEL	FIRST FLOOR	D-2	101	1	101	100	1	100	2	2	
PD.P.2	ADMIN. ASST./RECORDS CLERK	V. VANDEBOOY	MAIN LEVEL	FIRST FLOOR	W5-3	*	1	*	1	*	*	*	*	* AREA COVERED UNDER PD.S.2
PD.P.3	LIEUTENANT - ADMINISTRATION	J. DIAGOSTINO	MAIN LEVEL	FIRST FLOOR	D-4	188	1	188	120	1	120	1	1	
PD.P.4	SERGEANTS (PLATOONS 1 + 2)	C. CHACORS + J. RAFFO	MAIN LEVEL	FIRST FLOOR	W5-3	129	1	129	64	2	128	64	2	128
PD.P.5	INVESTIGATIONS	P. RICCARDI	MAIN LEVEL	???	W5-2	138	1	138	64	2	128	64	2	128
PD.P.6	COOK/PERSON IN CHARGE EVIDENCE	ROTATING	LOWER LEVEL	BASEMENT	W5-3	0	1	0	*	1	*	1	1	LOCATED WITHIN PD.S.11
PD.P.7	SHOW UP PERSONS (NOT SHOW UP VEHICLES)	MULTIPLE	MAIN LEVEL	FIRST FLOOR	NA	0	8	0	*	10	*	10	0	0
PD.P.8	SPECIALIZED SUPPORT SERVICES	TEO	NA	TEO	W5-3	0	0	0	48	3	144	48	3	144
						0		0			0			
						0		0			0			
						0		0			0			
						14	486	21	700	21	700	11	11	
SUBTOTAL														
ID	SUPPORT SPACES	TEO	CURRENT LOCATION	PROPOSED LOCATION	TEO									NOTES
PD.S.1	POLICE LOBBY / WAITING AREA	NA	MAIN LEVEL	FIRST FLOOR	NA	159	1	60	150	1	150	1	3	SEATING FOR 2-4 PEOPLE, INFORMATION KIOSKS + DIGITAL NOTICE SIGNAGE, SECURE ENTRY FROM EXTERIOR FOR AFTER-HOUR VISITORS, SAFE TRANSACTION ZONE, RX DROP-OFF, CHLD CUSTODY EXCHANGE OUTSIDE WITH BENCH
PD.S.2	PUBLIC SERVICE COUNTER (RECORDS)	NA	MAIN LEVEL	FIRST FLOOR	NA	163	1	341	300	1	80	64	1	64
PD.S.3	ADMINISTRATIVE CONFERENCE ROOM	NA	NA	FIRST FLOOR	NA	0	0	200	1	200	0	0	1	1
PD.S.4	BREAK ROOM (MASTER/STAFF ONLY)	NA	MAIN LEVEL	FIRST FLOOR	NA	0	0	300	1	300	435	1	435	2
PD.S.5	MEN'S LOCKER ROOM	NA	LOWER LEVEL	BASEMENT	NA	342	1	342	500	1	500	700	1	700
PD.S.6	WOMEN'S LOCKER ROOM	NA	NA	BASEMENT	NA	0	0	0	150	1	175	1	175	0
PD.S.7	SERVER ROOM	NA	LOWER LEVEL	FIRST FLOOR	NA	0	0	0	*	*	*	*	*	* AREA COVERED UNDER MEETING + SHARED SPACES, MDF ROOM MUST BE WITHIN THE POLICE DEPT'S "TENANT" SPACE, ACCESS CONTROLS + SECURITY CAMERA @ DOOR
PD.S.8	SUPPLY STORAGE CLOSETS	NA	NA	FIRST FLOOR	NA	20	1	20	60	1	60	35	2	70
PD.S.9	ARMORY + GUN CLEANING	NA	LOWER LEVEL	FIRST FLOOR	NA	105	1	105	150	1	150	155	1	155
PD.S.10	SECURE EVIDENCE ROOM	NA	LOWER LEVEL	BASEMENT	NA	348	1	348	400	1	400	1	400	1
PD.S.11	EVIDENCE PROCESSING	NA	NA	FIRST FLOOR	NA	0	0	0	120	1	120	100	1	100
PD.S.12	TEMPORARY EVIDENCE LOCKERS	NA	NA	FIRST FLOOR	NA	0	0	0	60	1	60	20	1	20
PD.S.13	SALLYPORT	NA	NA	FIRST FLOOR	NA	0	0	0	1200	1	1200	850	1	850
PD.S.14	HOLDING CELLS	NA	NA	FIRST FLOOR	NA	0	0	0	64	3	192	64	3	192
PD.S.15	GROUP HOLDING AREA(S)	NA	NA	FIRST FLOOR	NA	0	0	0	120	1	120	1	0	0
PD.S.16	DETAINEE PROCESSING AREA	NA	NA	FIRST FLOOR	NA	171	1	171	150	1	150	125	1	125
PD.S.17	INTERVIEW ROOMS	NA	NA	FIRST FLOOR	NA	0	0	0	120	2	240	120	2	240
PD.S.18	MAIN STORAGE ROOM/ARCHIVES	NA	???	FIRST FLOOR	NA	1	0	200	1	200	1	0	0	0
PD.S.19	JANITOR/HOUSEKEEPING	NA	???	FIRST FLOOR	NA	1	0	60	1	60	1	0	0	0
PD.S.20	PATROL AREA	NA	NA	FIRST FLOOR	NA	303	1	303	180	1	180	225	1	225
PD.S.21	FITNESS ROOM	NA	BASEMENT	NA	NA	0	0	300	1	300	420	1	420	0
						0		0			0			
						0		0			0			
						10	150	23	492	23	421	14	16	
SUBTOTAL														
SUMMARY ADMINISTRATION + CLERK FINANCE + TAX MUNICIPAL COURT POLICE MISCELLANEOUS STAFF MEETING + SHARED SPACES														

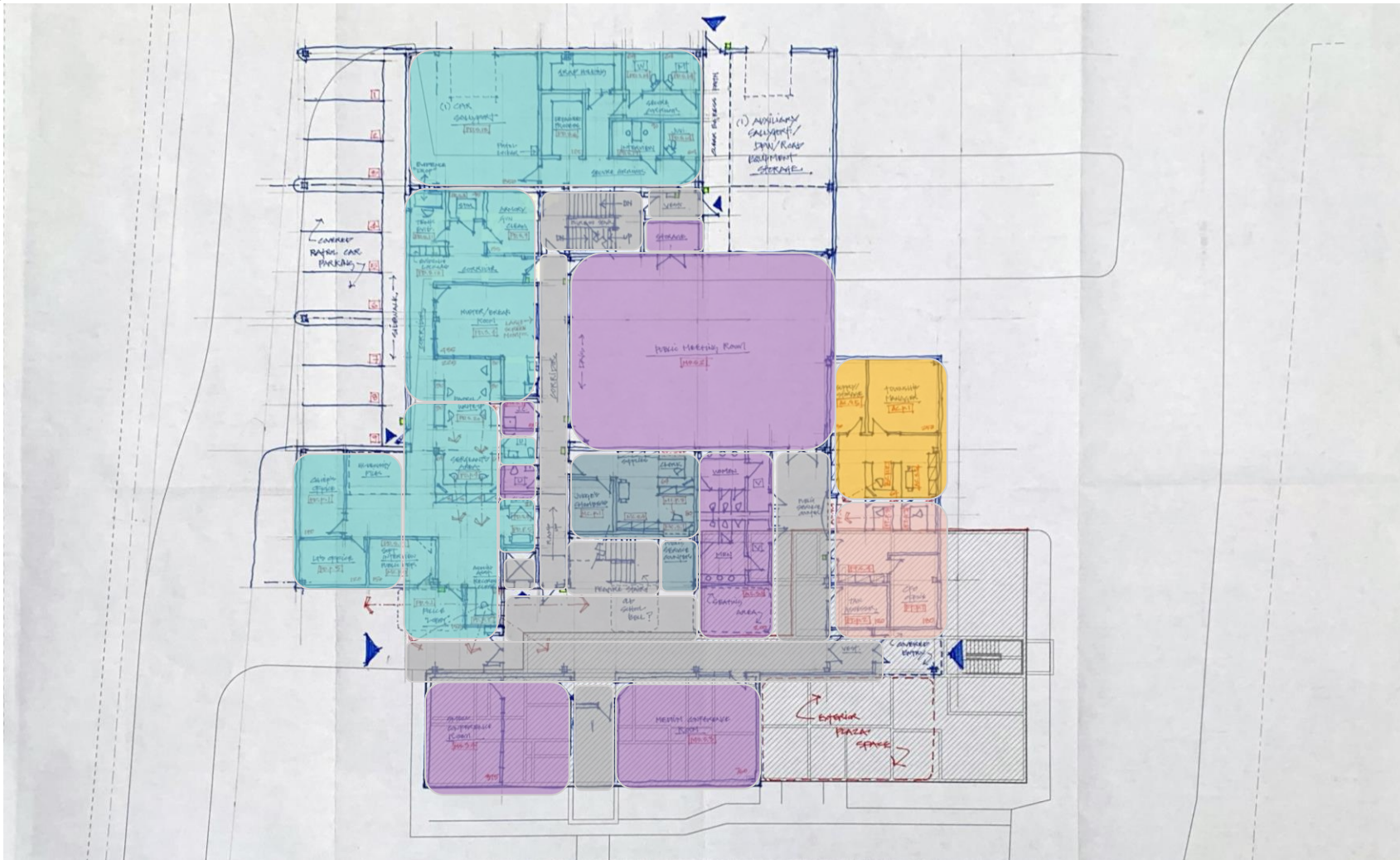


- Departmental Interviews
- Populate Programming Sheets
- Benchmarking





Blocking + Stacking Plans



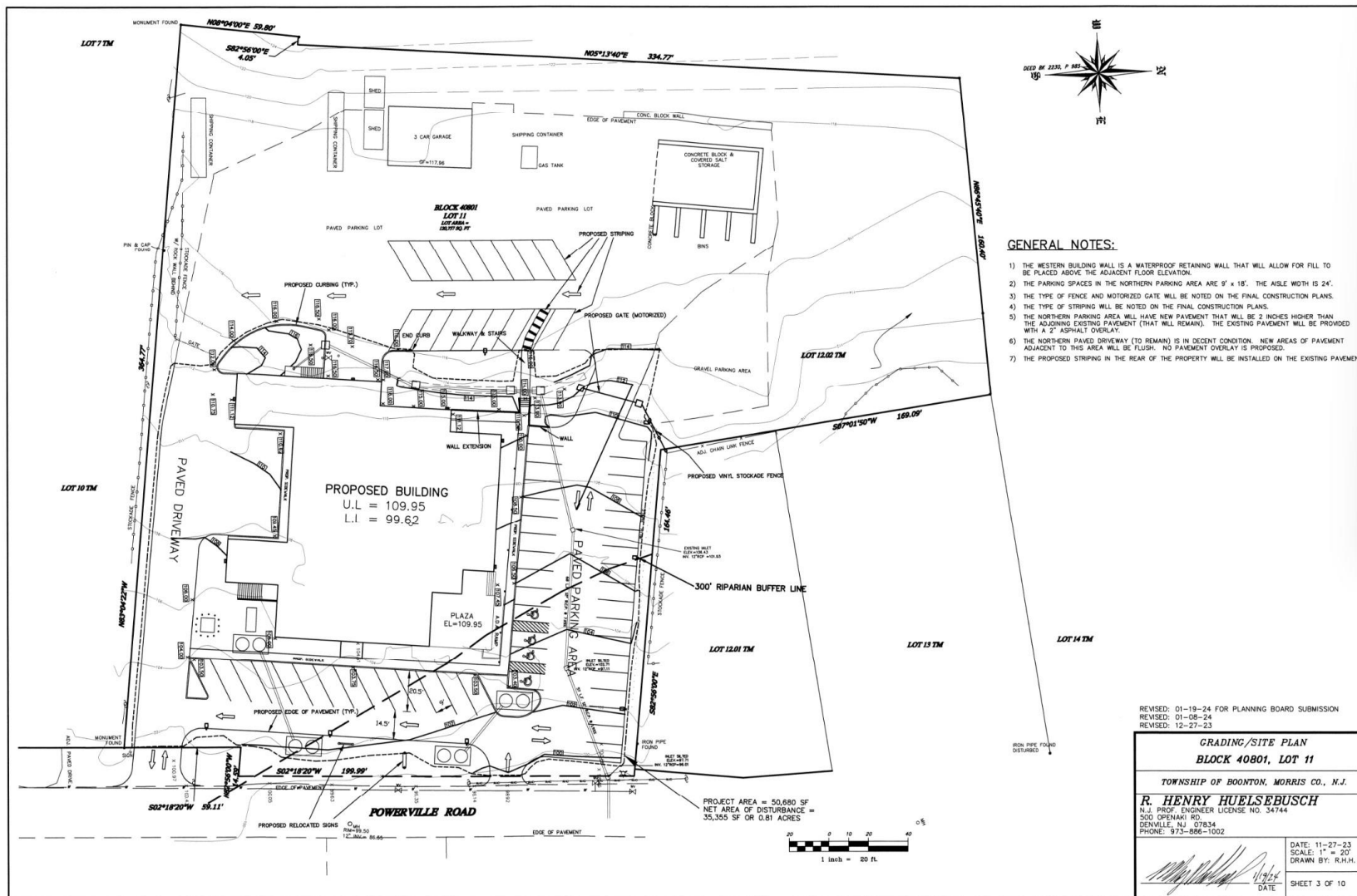
COLOR LEGEND

- Administration + Clerk
- Finance + Tax
- Municipal Court
- Police
- Miscellaneous Staff
- Meeting + Shared Spaces
- Circulation





Proposed Site Plan



GENERAL NOTES:

- 1) THE WESTERN BUILDING WALL IS A WATERPROOF RETAINING WALL THAT WILL ALLOW FOR FILL TO BE PLACED ABOVE THE ADJACENT FLOOR ELEVATION.
- 2) THE PARKING SPACES IN THE NORTHERN PARKING AREA ARE 9' x 18'. THE AISLE WIDTH IS 24'.
- 3) THE TYPE OF FENCE AND MOTORIZED GATE WILL BE NOTED ON THE FINAL CONSTRUCTION PLANS.
- 4) THE TYPE OF STRIPING WILL BE NOTED ON THE FINAL CONSTRUCTION PLANS.
- 5) THE NORTHERN PARKING AREA WILL HAVE NEW PAVEMENT THAT WILL BE 2 INCHES HIGHER THAN THE ADJOINING EXISTING PAVEMENT (THAT WILL REMAIN). THE EXISTING PAVEMENT WILL BE PROVIDED WITH A 2" ASPHALT OVERLAY.
- 6) THE NORTHERN PAVED DRIVEWAY (TO REMAIN) IS IN DECENT CONDITION. NEW AREAS OF PAVEMENT ADJACENT TO THIS AREA WILL BE FRESH. NO PAVEMENT OVERLAY IS PROPOSED.
- 7) THE PROPOSED STRIPING IN THE REAR OF THE PROPERTY WILL BE INSTALLED ON THE EXISTING PAVEMENT.

REVISED: 01-19-24 FOR PLANNING BOARD SUBMISSION
 REVISED: 01-06-24
 REVISED: 12-27-23

CRADING/SITE PLAN	
BLOCK 4001, LOT 11	
TOWNSHIP OF BOONTON, MORRIS CO., N.J.	
R. HENRY HULSEBUSCH	
N.J. PROF. ENGINEER LICENSE NO. 34744 500 OPENAKI RD. DENVILLE, N.J. 07834 PHONE: 973-866-1002	
	DATE: 11-27-23
DATE	SCALE: 1" = 20'
	DRAWN BY: R.H.H.
	SHEET 3 OF 10





Main Level Floor Plan



COLOR LEGEND

- Administration + Clerk
- Finance + Tax
- Municipal Court
- Police
- Miscellaneous Staff
- Meeting + Shared Spaces
- Circulation





Lower Level Floor Plan



COLOR LEGEND

- Administration + Clerk
- Finance + Tax
- Municipal Court
- Police
- Miscellaneous Staff
- Meeting + Shared Spaces
- Circulation





View from Entrance Drive at Powerville Road





View Looking Southwest



BOONTON TOWNSHIP
1825



TOWNSHIP OF BOONTON



View Looking Northwest





View Looking Southeast





Main Level Lobby





Main Level Lobby

Boonton Township





Public Meeting Room





Medium Conference Room





Cost Estimating + Budget Controls



- Use the Cost Estimate as a design tool to manage scope creep.
- Finalize (Fix) all Estimated Contract Values (Enabling Work, Construction, Environmental, Soft Costs + Other Costs) that are budgeted placeholders.
- Reduce Design Contingency without moving the \$\$\$ into the Bricks + Sticks line item.
- Get creative with contracting for certain line items (i.e., enabling work as an early separate bid package, use State Contract and/or Co-Op Approved Vendors, etc.)
- Explore grant opportunities and/or other Township funding sources.





The Numbers



The estimated cost for the completed project is \$10,900,000 which includes a contingency of \$442,670 which may reduce the number to \$10,457,330.

Breakdown

- "Bricks + Mortar" - new construction/sitework \$8,870,100
- Alterations to 1926 structure \$ 693,270
- Demolition \$ 102,660

- Furniture, Fixtures & Equipment \$ 525,000
(includes security systems, AV/technology)

- Environmental \$ 36,800
(includes environmental/hazmat assessment & abatement)

- Soft Costs \$ 672,170
(includes architectural, engineering, bond counsel, legal, QPA, FFE design & other consultants)





The Numbers

DEBT SERVICE

The Township is receiving cannabis revenue from TerrAscend which will be used to off-set any tax implication. The Township has \$1,350,000 in fund balance from the existing cannabis revenue to be used as the down payment. The statutory down payment based on the total project amount is \$545,000.

The estimated bond amount is \$9,000,000 based on current projections. \$550,000 has been appropriated in prior years. Depending on receipt of additional cannabis revenues, the bond amount may be reduced further.

BOND PROJECTIONS

15 years – 2.85%		20 years – 3.15%		25 years – 3.50%	
Bond payment		Bond payment		Bond payment	
Year 1	\$847,950	Year 1	\$726,412.50	Year 1	\$668,700
Year 15	\$608,550	Year 20	\$457,087.50	Year 25	\$366,300

The annual bond payments will be covered by the cannabis revenues based on the current receipts with a sufficient remainder to maintain the 2021 municipal tax rate.

If the project becomes part of the tax levy, then the cost for the average assessment of \$529,107 would be as follows:

15-year bond	20-year bond	25-year bond
\$42.83/month*	\$36.69/month*	\$33.78/month*

*the number reflects the maximum amounts, and the monthly amount would decline annually as the bond payment is reduced





Next Steps



- **10-day Public Review + Comment Period**
- **Planning Board Presentation: Monday 2/5/24**
- **Finalize Construction Documents (January to March 2024)**
- **Submissions to Agencies Having Jurisdiction over the Project (February to April 2024)**
- **Public Bidding (April + May 2024)**
- **Start Construction (June 2024)**
- **Finish Construction (June 2025)**

