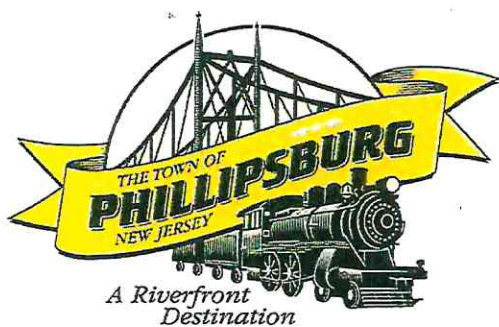


Temporary Police & Office of Emergency Management Relocation

Administration is proceeding with the following plan to accommodate temporary facilities for the police and the Office of Emergency Management (OEM):

1. We will, as soon as practical, acquire and place one trailer in the parking lot adjacent to the Corliss building. This trailer will be sized for four to six desks and will enable any officer to utilize this space as needed. There is also space that the Freeman building as needed. We will solicit quotes from local contractor to provide necessary utility, internet technology and telephone connections.
2. Concurrently, we are evaluating costs to install a temporary "trailer park" at the most suitable location. Presently, we anticipate the need for 14 trailers and we are working with the state vender to optimize the number of trailers based on current police and OEM needs. Costs and timelines will be evaluated and compared to potential tenant fit-up of the administrative side of the armory building. This area, in conjunction with additional trailers can provide a cost-effective solution for the temporary relocation needs for the anticipated two-year final location buildout.



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DATE: May 29, 2019

TO: Phillipsburg Town Council
c/o Council President Robert Fulper

FROM: Stephen R. Ellis, Mayor

RE: Temporary move of the Police & Fire Depts.

As requested, below is my plan for the temporary move of the Police and Fire Departments.

As the result of numerous meetings with Chief Stettner, CFO Bob Merlo and Chief Hay I have attached the three options which we have jointly been able to develop.

Option 1 refers to the use of trailers at a cost in excess of 2 Million Dollars with a time line of 24 weeks to completion from signing of the lease. Although included, is not realistic option. We feel that any additional funds would be better spent in accomplishing Option 2.

Option 2 – The police and I spent a good deal of time driving around Town and reviewing possible alternative sites and determined that the Armory is the most suitable and cost-effective avenue to pursue for both a temporary and ultimately permanent move. Realistically there are no other options available which make sense. I've been told that there was a concern about the RT Environmental report dated 8/31/17. However, on Tuesday May 28, 2019 RT Environmental, along with several members of my staff, once again toured the Armory and concluded that there are no environmental hazards present.

Option 3 would be to use the value engineering due this week, as per Engineer Schrek's eight-week timeline given at the sub-committee meeting on April 8, 2019 and move to the Armory completely. Again Mr. Schrek stated that this could be accomplished in 180 days from bids received.

Keep in mind that the bond ordinance adopted by council is for renovation and reconstruction only and cannot be used for relocation expenses. \$175k has been allocated by council to



relocate police and fire to a temporary facility. These expenses include any prep work needed to get the facility useable as office space and the actual moving of their entire operations. After conferring with bond counsel, the bonding of moving expenses is possible if it is part of a final plan. The wording of the bond ordinance is crucial, so bond counsel must be included in the conversation if it gets to that point.

I sincerely hope that you will support this decision so that we can get this critical action accomplished.

Stephen R. Ellis
Mayor

OPTIONS FOR TEMPORARY MOVE

1. Approve funds for the Trailer Park located in the grass area behind the Armory. This was discussed during the subcommittee meetings. The cost would be over 2 million dollars based on the Rough Order of Magnitude quote obtained by Chief Hay for storage of Communications and engineering quote for providing electrical, sewer, cable, and water hookups. The engineer would also have to provide engineering for suite preparation. This would also need security for the building, for example cameras and fob hardware. Keep in mind this would take 24 weeks to finish under the proposed schedule.
2. The second option would be to apply those funds to rehabilitate a portion of the Armory. Once the engineer has completed the value engineering, it would be determined what could be finished to support a temporary move. Engineer Stan Schrek has stated on numerous occasions that a move to the Armory could be accomplished within 180 days upon full completion from bid. The timing could be reduced by performing the work in phases.
3. The third option would be to use the value engineering due this week as per Engineer Schrek's eight-week timeline given at the subcommittee meeting on April 8, 2019, and move to the Armory completely. Again, Mr. Schrek stated this could be accomplished in 180 days from bids received.