

ARCHITECTURAL / ENGINEERING
FEASIBILITY STUDY
FOR
PUBLIC SAFETY FACILITY OR COMPLEX

ASHBY, MASSACHUSETTS



September 30, 2008

REINHARDT ASSOCIATES
architects • engineers • interior designers • planners

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**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA**

ASHBY POLICE DEPARTMENT PROJECTIONS AND STATISTICS



**ASHBY PUBLIC SAFETY FACILITIES STUDY
 POLICE DEPARTMENT PROJECTIONS**

1. Previous Police Call For Service (CFS) Data:

	1987	1997	2007
Traffic Citations:	696	797	1112
Arrests:	<u>32</u>	<u>31</u>	<u>66</u>
Subtotal CFS:	904	1358	1498

2. Simplified/ Calculated Growth Rate:

$$\frac{1498 \text{ (2007 CFS)}}{904 \text{ (1987 CFS)}} = 1.65 \text{ or a 65\% increase in CFS over 20 years.}$$

$$\frac{65\%}{20 \text{ yrs.}} = 3.25\% \text{ Average Annual Growth in Calls For Service (CFS)}$$

3. Projected Departmental Staff Growth:

A. Assume current adequate and appropriate response times and per capita staffing ratios.

B. Assume Study length of 20 yrs. (Min.) and 40 yrs. (Max.)

C. 2007 Departmental Staffing:

Chief:	1
Patrol Officers:	5
Reserve Officers:	2
Supervisor:	0 (Future Patrol Officer Position)
Administrative Assistant:	1 (Unoccupied Position)
Dispatcher (Position)	<u>1 (Emergency Communications Dept.)</u>

Subtotal: 10 Positions

D. Projected 20 yr. (2027) Departmental Staffing:

1. 20 yrs. x 0.0325 (Annual Growth Rate) x 10 (Positions) = 10 New Positions

10 Current + 10 New Positions = 20 Total Positions (2027)

E. Projected 40 yr. (2047) Departmental Staffing:

1. 40 yrs. x 0.0325 (Annual Growth Rate) x 10 (Positions) = 20 New Positions

10 Current + 20 New Positions = 30 Total Positions (2047)

4. Project Departmental Area Growth:

A. Basis of area calculation, are studies and recommendations of the International Association of Chiefs of Police (IACP).

B. IACP recommends space allocation of 260 SF/ Person to 300 SF/ Person for new Police Facilities.

C. Current (2007) recommended Police Facility:

10 Staff x (260 to 300) SF/ Person = 2,600 SF to 3,000 SF

D. Projected 20 yr. (2027) recommended Police Facility:

20 Staff x (260 to 300) SF/ Person = 5,200 SF to 6,000 SF

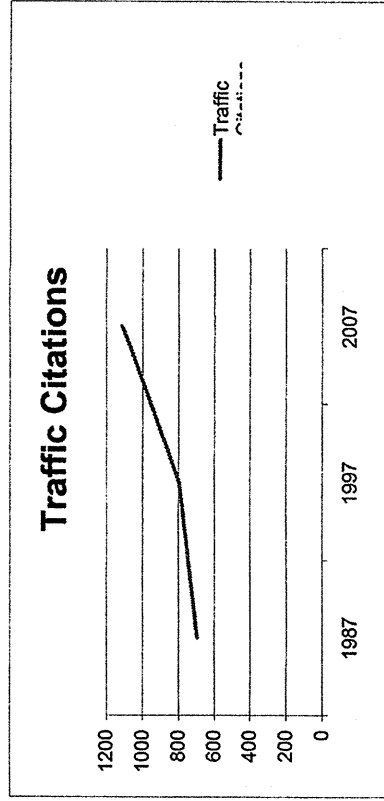
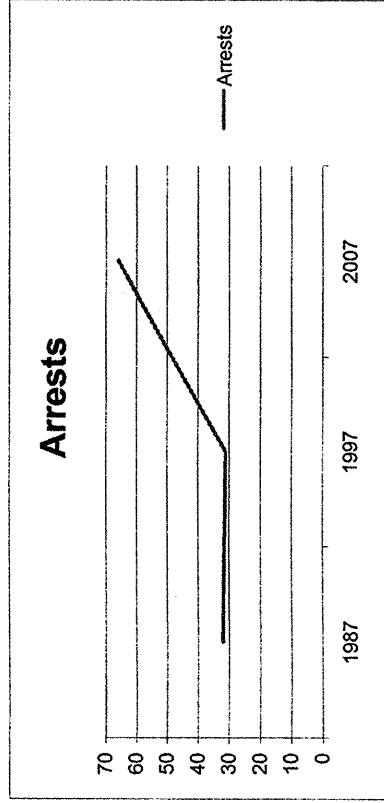
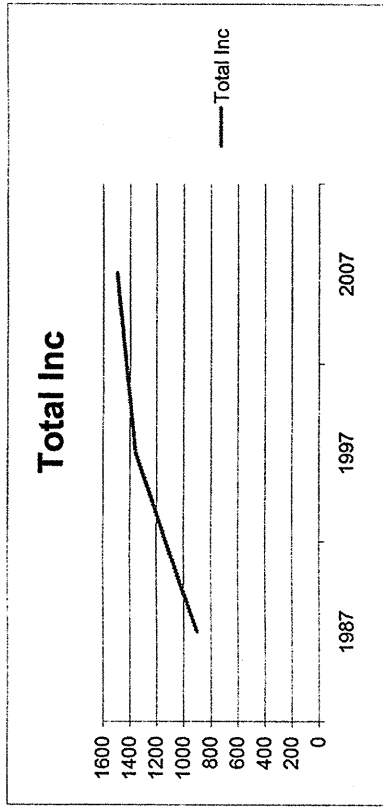
E. Projected 40 yr. (2047) recommended Police Facility:

30 Staff x (260 to 300) SF/ Person = 7,800 SF to 9,000 SF

5. Recommended New Police Facility Design:

A. Based on a 20 to 40 year Projected Facility Design we recommend a Facility area of 6,000 SF to 7,800 SF.

	1987	1997	2007
Total Inc	904	1358	1498
Arrests	32	31	66
Traffic Citations	696	797	1112



ASHBY POLICE DEPARTMENT STATISTICS

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA**

SPACE NEEDS ASSESSMENTS

ASHBY FIRE AND EMS SPACE NEEDS ASSESSMENTS:

January 21, 2008
February 20, 2008

ASHBY POLICE FACILITY REQUIREMENTS:

January 8, 2008

**ASHBY POLICE AND EMERGENCY
COMMUNICATIONS SPACE NEEDS
ASSESSMENTS:**

January 24, 2008
February 8, 2008

**ASHBY POLICE, FIRE, EMERGENCY
COMMUNICATIONS AND EMS SPACE
NEEDS ASSESSMENTS:**

March 12, 2008
March 17, 2008



TOWN OF ASHBY, MASSACHUSETTS

FIRE DEPARTMENT AND EMS SPACE NEEDS ASSESSMENT

January 21, 2008

Purpose: To estimate future Fire Department, Ambulance/ EMT and Emergency Management Service physical and spatial requirements based on a single Facility and future space projections of thirty (30), to forty (40) years.

1. Public

- a. Vestibule 60 NSF
 - 1. Handicap Accessible
 - 2. Walk-off mat flooring
 - 3. Optional space, may be incorporated into Lobby/ Waiting

- b. Lobby / Waiting 140 NSF
 - 1. Direct access to Administrative Assistant/ Officers
 - 2. Access to Meeting/ Training/ Community Room
 - 3. Access to Public Toilet
 - 4. Access to Administrative Assistant or Officers Transaction window and Internal Circulation/Corridor
 - 5. Proximate to Emergency Management Office
 - 6. Public seating, fixed seats for 2 to 4
 - 7. Writing counters at Transaction window
 - 8. Display Case (recessed)
 - 9. Pamphlet Rack
 - 10. Tack board/ Notice board
 - 11. CCTV Camera (Optional)

- c. Public Toilets 50 NSF
 - 1. Single occupancy Unisex Toilet room
 - 2. Handicap Accessible
 - 3. Two (2) Public Toilets if Community Meeting space provided.

2. Emergency Management Services

- a. Emergency Management Office 130 NSF
1. Proximate to Lobby
 2. Low security location for possible civilian position
 3. Accessed from Fire Department Corridor
 4. Shared Workspace for Two (2)
 5. Office and File/Equipment storage space
- b. Storage Room 70 NSF
1. Adjacent to Emergency Management Office
 2. Storage of Emergency Equipment and Supplies

3. Meeting / Training / Community Room

- a. Meeting/Training / Community Room 1,000 NSF
1. Direct access from Corridor and Public Lobby for *Community Use* (TBD)
 2. Adjacent to Kitchen
 3. Large Department Briefings, Training and/or *Community Meetings*
 3. Seating for 40 to 50 with chairs / tables
 4. Assembly occupancy requires (2) independent means of egress
 5. Door locking to Fire Department Areas (*Community Meetings*)
 6. Projection screen for video projection
 7. CCTV Camera Surveillance
 8. CATV/ Telephone/ Data
 9. Tiered lighting levels
 10. Tack board and marker boards
 11. Maps
 12. Coat rack
 13. Natural light preferred
- b. Fire Training / Equipment Storage 80 NSF
1. Direct access to Meeting / Training Room
 2. Storage of Training Aids / AV Equipment
 3. Storage of Fire Department Property

4. Administration

- a. Fire Chief 180 NSF
1. Direct Access to Administrative Assistant/ Officers
 2. Private Meeting Space
 3. Coat/ Storage closet
 4. Natural light
 5. Large Desk
 6. Computer/ Printer
 7. File Storage: (2) File Cabinets
 8. Small meeting table/ seats four (4)
 9. Telephone/Data/CATV
 10. Radio interface/connection

4. Administration (Cont.)

- b. Administrative Assistant/ Officer's (Open Office) 200 NSF
1. Direct access to Lobby
 2. Direct access to Fire Chief
 3. Clerical work area and window transaction counter for Fire Permit applications
 4. Waiting Area in Lobby
 5. Shared Clerical (Administrative Assistant/ Officers Work Space
 6. Plan/ Work Table for Inspector/ Prevention workstation
 7. Visitor Chairs: Two (2)
 8. Copy Machine
 9. Fax Machine
 10. File Storage: 4-6 file cabinets
 11. Telephone/Data
- c. Fire Officer's N/A
1. See Administrative Assistant/ Officers
- d. Conference Room/ Future Office 160 SF
1. Direct Access to Administrative Assistant/ Officer's
 2. Direct access to Fire Chief
 3. Administrative Conference/ Meeting Area
 4. Shared/ Overflow and Temporary Office
 5. Future Officer/ Staff Office
 6. Conference table/ Seating: 8
 7. Telephone/ Data
- e. Office Supplies 50 NSF
1. Supply Closet
 2. Adjacent to Administrative Assistant/ Officer's

5. Apparatus Bays/ Service Areas

- a. Apparatus Room 6400 NSF
1. Adjacent to SCBA/ Workroom
 2. Adjacent to Laundry/ Shower Room
 3. Adjacent to Storage Room
 4. Eight (8) bays 20 ft. x 40 ft. ea. Drive-through
 5. Hydronically heated Apparatus slab
 6. Turn Out Gear in separate area
 7. Turn Out Gear Rack space
 8. Hose Storage racks
 9. Flammable Liquid Storage in lockers
 10. Floor drains to Oil/ Water Separator Holding tank
 11. Local and RF remote controlled overhead doors (14ft. x 14ft.)
 12. Hose bibs
 13. Apparatus exhaust capture system
 14. Overhead compressed air (reels)
 15. Overhead electrical power (reels)
 16. Ceiling fans for energy efficiency
 17. Remote radio interface/ connection
 18. Maps, tack board and marker board
- b. SCBA/ Work Room 130 NSF
1. Adjacent to Apparatus Bays
 2. SCBA Filling Station
 3. SCBA Test/ Calibration and Cleaning
 4. Work bench and Utility Sink
 5. Tool Crib
- c. Laundry 60 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Shower
 3. Washer/ Extractor and Dryer for Turn Out Gear
 4. Utility/ Janitor Sink
 5. Floor drain
 6. May combine with Shower Room (Decon)
- d. Shower Room 50 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Laundry
 3. Shower Area for (2) to clean turn-out gear
 4. May combine with laundry

5. Apparatus (Cont.)

- e. Storage Room 200 NSF
1. Adjacent to Apparatus Bays
 2. Secure Storage Area
 3. Vehicle/Apparatus equipment and supplies
 4. Locking Storage cabinets for Hazardous Material Storage

6. Fire Staff Facilities

- a. Emergency Dorm 270 NSF
1. Proximity to Apparatus Room
 2. Proximity to Day Room
 3. Proximity to Lavatory/ Shower
 4. Locate in quiet area (if possible)
 5. Fire Personnel Bunk space during Emergencies and Storms
 6. Shared bunk space for Six (6)
 7. Future Ambulance/EMT Bunk space for two (2)
 8. Acoustically insulated walls
 9. Lockers: (Future)
 10. Emergency responders. Dorm space during emergencies/ weather etc.
- b. Lavatory/ Showers/ Lockers 900 NSF
1. Proximity to Apparatus Room
 2. Proximity to Physical Training
 3. Male Showers:
 - a. One (1) Non-Handicapped Accessible
 4. Female Showers:
 - a. One (1) Non-Handicapped Accessible
 5. Sink: One (1) sink per Male/Female
 5. Toilet/ Urinal: Per Code
 6. Male Lockers: 45 to 50 (Fire and EMT's)
 7. Female Lockers: 8 to 10 (Fire and EMT's)
- c. Kitchen 160 NSF
1. Adjacent to Meeting/ Training Room
 2. Proximity to Administration
 3. Microwave, Sink, Refrigerator, Stove and Dishwasher
 4. Kitchen Storage Cabinets
 5. Tabled Seating for six (6)
 6. CATV (wall mount)
 7. Internal Mailboxes
 8. Tackboard/ Marker Board
 9. Natural light preferred
 10. Option: Combine with Day Room

6. Fire Staff Facilities (Cont.)**d. Physical Training/ Equipment Room 400 NSF**

1. Proximity to Lockers and Showers
2. Separation from Public/ Visitor areas
3. Ceiling clearance for Weight lifting and Cardio equipment
4. Drinking fountain or bottled water
5. Athletic cushioned rubber flooring
6. CATV
7. Natural Light
8. Training equipment (by others)

e. Day Room 150 NSF

1. Proximate to Physical Training
2. Proximity to Dorm/Bunks
3. Comfortable seating for 6-8
4. Table and Seating for 4
5. CATV/Telephone/Data
6. Natural light
7. Tackboard
8. Combine with Kitchen
9. Option: Radio Interface Connection

7. Mechanical/ Electrical**a. Janitor/ Custodial Supplies 40 NSF**

1. Mop/ utility sink
2. Custodial/ building supply storage/ shelving
3. Option: Combine with Mechanical Room

b. Mechanical/HVAC Equipment 200 NSF

1. Adjacent to Apparatus Room
2. Exterior wall location for ventilation
3. Ducted supply and returns
4. Hot water boiler for hydraulic Apparatus slab
5. Central DX air conditioning and ventilation
6. Compressed air system
7. High efficiency filters
8. Zone system with area temperature controls
9. Hot water heater
10. Fuel oil storage tanks (2) 330 gal.
11. Option: LP gas (propane) tank system
12. Option: Instantaneous water heaters at lavs./showers
13. Option: Combine with Janitor's Room

7. (Cont.)

- c. Fire Suppression N/A
1. Not required in Building less than 12,000 S.F.
 2. Not required in Building with fire walls with less than 12,000 S.F. areas
- d. Electrical Room 80 NSF
1. Adjacent to electrical service entrance
 2. Proximity to exterior wall
 3. Proximity to exterior standby generator
 4. Normal building power switchgear
 5. Standby building power switchgear
- e. Standby Generator Exterior
1. Automatic Transfer switch
 2. Automatic exercising controls (Apparatus Room)
 3. Lp Gas fired generator (Option: Diesel fuel)

8. SUMMARY

- a. **Net Fire Dept. Areas** 11,160 NSF
- Net S.F. to Gross S.F. Ratio (assume 1.25): x 1.25
- b. **TOTAL GROSS FIRE AREAS:** **13,950 Gross Sq. Ft.**

9. Site

- b. Site N/A
1. Public Parking Spaces: 4 to 5
 - a. Community Meeting Room: Add 20 spaces (TBD)
 2. Fire EMT/Personnel Parking Spaces: Approx. 40 spaces
 3. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - c. Standby Generator
 - c. Exterior A/C condensing units
 4. On-site sanitary absorption system
 5. On-site potable well
 6. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels

Ashby Police Facility Requirements

1. Secure work area for officers
2. Locker rooms (male and female)
 - a. Showers
 - b. Large lockers
 - i. Shelf
 - ii. Electrical outlets inside
 - c. Smaller lockers for civilians
3. Gym (shared with FD?)
 - a. Positioned so that noise from weights and music does not disrupt operations
4. Admin Asst office
 - a. Accessible to Chief and public
 - b. Possibly part of a records room
5. Cells
 - a. Min. 3?
 - b. Separate male and female
 - c. Juvenile detention (separate)
6. Juvenile area, separate, non-secure
7. Separate dispatch area
 - a. Accessible to public
8. Mechanical bay for cruisers
 - a. Heated
 - b. Car wash hookups, drainage
 - c. Storage for tools, parts, materials, etc
9. Sallyport (secure)
10. Covered motorcourt for cruisers
 - a. 3-6 cars
 - b. Large mobile equipment
 - i. Speed trailer
 - ii. Atv trailer
 - iii. Atv
 - iv. Bikes
11. Kitchenette
 - a. Accessible to dispatch, officers, public multi-purpose room
 - b. Shared with FD?
12. Officers entrance
13. Lobby
 - a. Inviting
 - b. Public restroom

1/8/2008

- c. Private interview room
 - i. Access to booking
 - d. Access to multi-purpose room
 - i. Shared with FD
 - ii. EOC
 - iii. Training
 - iv. meetings
- 14. Security cameras within and without
- 15. Property room
 - a. Temporary evidence lockers
 - b. Storage for bulky items
 - i. Bicycles, kegs
 - c. Separate storage
 - i. Money
 - ii. Drugs
 - iii. Firearms
- 16. Generator
 - a. Automatic
- 17. Fenced in vehicle impound for two vehicles
- 18. Kennels for temporary dog housing
- 19. Storage, storage, storage
- 20. Booking area
 - a. Separate officers and prisoners
 - b. Breath testing station
 - c. Secure interview room
 - i. Video
 - ii. Reasonably comfortable
 - iii. Opens to officers work area
 - iv. One way viewing room with video controls
 - v. Fingerprinting and photography station
 - vi. Secure phone for prisoners
 - vii. Eyewash
 - viii. Bathroom
- 21. Wired throughout for IT network
- 22. Work area
 - a. Evidence processing
 - i. Ventilation for fuming chamber
- 23. Officers mail
- 24. Computer room
 - a. Servers
 - b. 911 equipment
 - c. Radio equipment

d. Environmental controls and alarms

25. Conference room

26. Chief's office

27. Supervisor's office

1/8/2008



TOWN OF ASHBY, MASSACHUSETTS

POLICE AND EMERGENCY COMMUNICATIONS DEPARTMENTS
SPACE NEEDS ASSESSMENT

January 24, 2008

1. Public

- a. Vestibule 60 NSF
1. Handicap Accessible
 2. Walk-off mat flooring
 3. Optional space, may be incorporated into Lobby/ Waiting
- b. Lobby / Waiting 150 NSF
1. Access to Dispatch Transaction window
 2. Access to Police Administrative Assistant and Police corridor
 3. Access to Public Interview Room
 4. Access to Public Toilet
 5. Public seating, fixed seats for four (4) to six (6)
 6. Writing counters at Transaction windows
 7. Display Case (recessed)
 8. Pamphlet Rack
 9. Tack board/ Notice board
 10. CCTV Camera
- c. Public Toilet 50 NSF
1. Single occupancy unisex toilet room
 2. Handicap Accessible
- d. Public Interview/ Meeting Room 120 NSF
1. Access to Lobby/ Waiting
 2. Access to Police Internal Circulation
 3. Witness and Victim Interview Space
 4. Public Fingerprinting with CPU, Counter, Cabinets and Sink
 5. Temporary office area for Probation Officer, etc.
 6. Temporary and small Meeting space
 7. No windows to Lobby
 8. Electronic door control from Dispatch
 9. Table and chairs for four (4)
 10. Soft/ Acoustical Interior Finishes
 11. Coffee Area
 12. Telephone/ Data
 13. CCTV and Audio Monitoring

2. Meeting/ Training / Community Room**a. Meeting/Training / Community Room/E.O.C. 600 NSF**

1. Direct access from Police Corridor and Public Lobby for *Community Use* (TBD)
2. Adjacent to Emergency Management
3. Adjacent to Dispatch Center
4. Large Department Briefings, Training and/or *Community Meetings*
5. Dual use as Ashby Emergency Operations Center (E.O.C.)
6. Seating for 12 with chairs / tables
7. Electronic door control from Dispatcher
8. Door locking to Secure Department Areas (*Community Meetings*)
9. Projection screen for video projection
10. CATV Broadcasting
11. CCTV Camera Surveillance
12. CATV, Telephone, Data and Radio Connections
13. Tiered lighting levels
14. Tack board, marker board and map rail
15. Coat rack
16. Natural light preferred

b. Police Training / Equipment Storage 80 NSF

1. Direct access to Meeting / Training Room/ E.O.C.
2. Storage of Training Aids / AV Equipment
3. Storage of Police Property

3. Communications**a. Emergency Dispatch Center 200 NSF**

1. Adjacent to Lobby
2. Adjacent to Dispatcher's Toilet
3. Adjacent to Supervisor's Office
4. Directly accessible to Police Areas
5. Console positions: (1) active, (1) backup
6. Central Police/ Fire Dispatching and E911 Telecommunications
7. Bullet resistant glass and wall with Transaction counter and deal tray to Lobby
8. Share Kitchen/ Break Room with Police, adjacent to Dispatch
9. Electronic door controls to Meeting/ Training, Public Interview, Police Corridor
10. Monitoring of CCTV surveillance/ Security systems
11. Dispatcher's personal property lockers: (6) half-size
12. Separate HVAC Zone (24/7)
13. Tiered lighting levels and Dimmers
14. Book shelving/ Manuals storage
15. Acoustical Interior Finishes
16. CATV and CCTV Monitors
17. Tack board, Marker board, Maps, etc.
18. Panic/ Duress Alarm
19. Fire Alarm Main Control Panel/ Annunciator, review with Fire Department
20. Copier (Desktop) with Office Supply Cabinet
21. Public Address System

3. Communications (Cont.)**b. Manager's Office 120 NSF**

1. Adjacent to Dispatch Center
2. Possible Future Watch/ Station Officer
3. Secure and private workspace
4. Window wall into Dispatching (optional)
5. Single workstation
6. Visitor Chairs (2)
7. File Cabinets: Two (2)
8. Bookshelf

c. Dispatcher's Toilet 50 NSF

1. Direct access to Dispatch
2. Handicap accessible/ Unisex
3. Wall mount telephone

d. Communications Equipment Room/ MIS 160 NSF

1. Proximity to Dispatch Center
2. E911 system/ equipment
3. Telephone system/ equipment
4. Integrated Electronic Security System
5. In-House data/ network server with worktable and monitor
6. Future conduits to Dispatch Center
7. Dedicated 24/7 AC system
8. UPS system

f. Radio Room 70 SF

1. Proximity to on-site Antennas (possibly Building mounted)
2. Secure location for Base Station equipment
3. Climate controlled
4. Additional (future) conduits to Dispatch Center

4. Administration**a. Chief of Police 180 NSF**

1. Adjacent to Administrative Assistant
2. Adjacent to Administrative Conference Room
3. Coat/ Storage closet
4. Large Desk/ Workstation
5. Natural light
6. Small meeting table/ seats four (4)
7. File storage: (2) file cabinets
8. Computer/ Printer
9. Telephone/ Data/ CATV

4. Administration (Cont.)**b. Administrative Assistant/ Police Reception 200 NSF**

1. Adjacent to Lobby
2. Proximity to Records
3. Waiting area in the Lobby
4. Dutch Door or Transaction Window with counter in Lobby
5. Natural light
6. Coat rack
7. One (1) workstation position
8. Visitor's Chairs for two (2)
9. Computer/ Printer
10. Work area and counter
11. File storage 4-6 file cabinet
12. Telephone/ Fax / Data

c. Conference Room/ Future Office 160 SF

1. Adjacent to Administrative Assistant
2. Adjacent to Police Chief's Office
3. Administrative Conference/ Meeting Area
4. Shared/ Overflow and Temporary Office
5. Future Administrative Staff Office
6. Conference table/ Seating: 8
7. CATV/Telephone/ Data

d. Office Supplies/ Copy Center (Alcove) 50 NSF

1. Proximity to Administrative Assistant
2. Locking Office Supply closet
3. Copy machine and paper storage
4. Work counter

5. Records**a. Public Information Area N/A**

1. Public requests will be handled by Administrative Assistant
2. Public information available 9 a.m. to 5 p.m. only

b. Active Files and Recent Records Area 80 NSF

1. Adjacent to Administrative Assistant
2. Proximity to Copy machine/ work space
3. File storage: 6-8 Cabinets
4. High Density Mobile Storage System (future)
5. Very high Structural live load

5. Records (Cont.)

- c. Archived Record Storage Room 120 NSF
1. Secure/ Remote location possible
 2. Total letter files: approx. (8)
 3. Total legal files: approx. (8)
 4. Option: Boxed Record/ File Storage
 5. Floor live loading required: 150 lbs/sf.

6. Detectives

- a. Detective's Office N/A
1. Future space in a future expansion/ renovation
- b. Interview Room/ Small Meeting Room 120 NSF
1. Suspect, witness and victim Interview space
 2. Small private Meeting Space
 3. One-way glazing for observation/ video (SAIN)
 4. Audio and visual (CCTV) recording
 5. Acoustic material on walls and ceiling
 6. Secured Access/ Egress
 7. Table and Chairs for four (4)
 8. Overflow workspace
 9. Optional Joint Operation/ Investigation Office
 10. Telephone/ Data
 11. CCTV and Audio Monitoring
 12. Exterior firearm locker

7. Evidence

- a. Evidence Processing 100 NSF
1. Proximity to Booking
 2. Secure/ Restricted Access with recording feature
 3. One means of entry only
 4. Chemical resistant counter, sink and fume hood
 5. Countertop work space
 6. Secure Evidence Depository or locker
 7. Refrigerator/ Freezer
 8. Computer/ Printer
 9. Data/ Telephone

7. Evidence (Cont.)**b. Evidence Storage** 120 NSF

1. Direct access from Evidence Processing only
2. Secure Evidence Storage
3. Secure/ Restricted access with recording feature
4. Gun Storage Lockers
5. Secure Narcotics Storage Cabinet
6. Refrigerator/ Freezer

c. Bulk Evidence Storage N/A

1. See Garage/ Maintenance Bay
2. See Exterior Storage/ Impound

8. Booking/ Detention**a. Booking** 200 NSF

1. Direct access to Sallyport
2. Proximity to Dispatch Center for Cell check
3. Proximity to Evidence Processing/ Storage
4. Secured access door to Sallyport
5. Secured access door to Police corridor
6. Pistol lockers at points of entry
7. Group Holding pen with bench (optional)
8. Booking counter with glazed barrier/ protection
9. Countertop work surface for Fingerprinting and Intoxilizer
10. Mugging camera on fixed mounting (60" to subject)
11. Murphy bar at Booking counter
12. Murphy bar near floor
13. Secure computer workstation at Booking counter
14. Panic/ Duress alarm
15. Eliminate hard corners and edges
16. Hose bib with mixing valve (secured) and floor drain
17. Personal property lockers (4), half-size
18. Abuse resistant stainless steel wall phone, local calls only

b. Interrogation 90 NSF

1. Secure Interview Room
2. Dual use as Matron's room and Attorneys Interview Room
3. Fixed table and benches
4. Safety vision panel for monitoring from Booking
5. Hard, abuse resistant construction/ furniture
6. CCTV and Audio Monitoring

8. Booking/Detention (Cont.)

- c. Detention Cells 280 NSF
1. Adult: Two (2) male or female cell, handicap accessible
 - a. Separated by slight/ sound from booking
 - b. Optional Non-Status Juvenile cell
 2. Cell features:
 - a. Concrete bunk / seat
 - c. Security prison Lav / Toilet fixtures with suicide skirt
 - d. Impact resistant lighting
 - e. CCTV and audio surveillance
 - f. 72 SF minimum
 - g. Detention doors with food pass-through
- d. Status Juvenile Holding N/A
1. Temporary holding of Status Juvenile(s)
 2. Utilize Public Interview Room or Administrative Conference
- e. Storage/ Supplies 80 NSF
1. Detention/ Booking Equipment and supplies
 2. Future cell option

9. Sallyport

- a. Sallyport 400 NSF
1. Direct access to Prisoner Processing
 2. Accommodate one (1) vehicle
 3. Van/ Ambulance accessible
 4. Floor drain and tight tank
 5. CCTV and audio monitoring
 6. Dispatcher controlled overhead doors
 7. Hose bib
 8. Pistol locker at Booking Room door
 9. CO Exhaust fan
 10. Emergency eye wash
- b. Vehicle Garage/ Storage 840 NSF
1. Accommodate two (2) vehicles
 2. Automobile Evidence Processing
 3. Vehicle/cruiser Maintenance
 4. Vehicle/cruiser Washbay
 5. Secure Vehicle Impound
 6. Security fence separation to Sallyport
 7. Floor drain and tight tank
 8. Hose Bib
 9. Temporary dog/ animal (pet) kennel

9. Sallyport (Cont.)

c. Bulk Evidence Storage 120 NSF

1. Secure/ gated storage area
2. Bulk evidence, bicycles, miscellaneous property

d. Vehicle Supply 50 NSF

1. Secure/ gated storage area
2. Vehicle/ Patrol Supplies
3. Medical Supplies for Cruisers

10. Patrol

a. Supervisor's Office 130 NSF

1. Proximity to Dispatch Center
2. Proximity to Roll Call
3. Proximity to Administration
4. Proximity to Detention
5. Future Office: One (1) Workstation
6. (2) Visitor's chairs
7. File Storage: Six (6) File Cabinets
8. Natural light

b. Briefing/ Roll Call N/A

1. See Meeting Room/ Training Room (Large Briefings)
2. See Squad Room (Roll Call)

c. Squad Room/ Report Preparation 180 NSF

1. Proximity to Supervisor's Office
2. Proximity to Records
3. Work Stations: three (3) shared
4. Typing and word processing
5. Meeting Table and Chairs (4)
6. File Storage: Six (6) File Cabinets
7. Forms storage shelving
8. Research Law Library/ shelving
9. Tack board, marker board
10. Mailboxes: 10
11. Telephone/ Data (3)
12. CATV

10. Patrol (Cont.)

- d. Equipment Storage Closet 60 NSF
1. Adjacent to Supervisor's Office
 2. Adjacent to Squad Room
 3. Patrol and Tactical gear
 4. General Equipment Storage
- e. Armory 60 SF
1. Proximity to Supervisor's Office
 2. Proximity to Squad Room
 3. Gun cleaning counter with exhaust hood/light
 4. Gun cleaning station
 5. Chemical resistant countertop
 6. Firearm storage lockers
 7. Ammunition storage lockers
 8. Secured access to room
- f. Locker Rooms 400 NSF
1. Male Lockers: 8 to 10, Future 6 to 8 Lockers
 2. Female Lockers: 2
 3. Locker sizes:
 - a. 24" w. x 24"d. x 60" h. with support bench
 4. Male showers:
 - a. Individual: (1), Non-Handicap Accessible
 5. Female Showers:
 - a. Individual: One (1), Non-Handicap Accessible
 6. Sink: 1 lavatory at male/ female
 7. Toilet/ Urinal: Per code
 8. Full height mirrors
 9. Electrical receptacles in locker / shelf (re-charging equipment)
 10. Locking Gun Cabinet in Locker
- g. Physical Training/ Equipment Room 400 NSF
1. Proximity to Lockers and Showers
 2. Separation from Public/ Visitor areas
 3. Acoustically separated from sensitive Building areas
 4. Ceiling clearance for weight lifting equipment
 5. Drinking fountain or bottled water
 6. Athletic rubber flooring
 7. CATV
 8. Training equipment (by others)

10. Patrol (Cont.)

- h. Kitchen/ Break Room 180 NSF
1. Shared area with Dispatch, adjacent to Dispatch
 2. Proximate to Squad Room
 3. Adjacent to Meeting/Training Room
 4. Proximity to Supervisor
 5. Kitchenette with sink, refrigerator and microwave

11. Mechanical/ Electrical

- a. Janitor/ Custodial Supplies 40 NSF
1. Mop/ utility sink
 2. Custodial/ building supply storage/ shelving
- b. Mechanical/HVAC Equipment 200 NSF
1. Ducted supply and plenum returns
 2. Plenum ceiling spaces
 3. High efficiency filters
 4. Temperature controls
 5. Zone system with area temperature controls
 6. Hot water heater
 7. Fuel oil storage tanks (2) 330 gal.
 8. Option: LP gas (propane) tank system
 9. Option: Instantaneous water heaters at lavs./showers
- c. Fire Suppression 80 NSF
1. Main valves and backflows
 2. Adjacent to water entrance
 3. Floor drain
 4. Possible combine with Mechanical Room or Janitor
- d. Electrical Room 120 NSF
1. Adjacent to electrical service entrance
 2. Proximity to exterior wall
 3. Proximity to standby generator
 4. Normal building power switchgear
 5. Standby building power switchgear
- e. Standby Generator Exterior
1. Automatic Transfer switch
 2. Automatic exercising controls (Dispatch Center)
 3. Lp Gas fired generator (Option: Diesel fuel)
 3. Within Secure Fence, see exterior Storage/ Impound

12. SUMMARY

a.	Net Police Dept. Areas	6,700 NSF
	Net S.F. to Gross S.F. Ratio (assume 1.30):	<u>x 1.30</u>
b.	TOTAL GROSS POLICE AREAS:	8,710 Gross Sq. Ft.

13. Site

Site _____ N/A

1. Public Parking Spaces: Approx. 6, Share with Fire Department
 - a. Community Meeting Room: Add 20 spaces
2. Police/ Communications Personnel Parking Spaces: Approx. 8 - 10 spaces
 - a. Optional Carport for Police Cruisers
3. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - b. Large gate for Automobile Access/ Impounding
 - c. Standby Generator
 - d. Exterior A/C condensing units
4. On-site sanitary absorption system
5. On-site potable well
6. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels

TOWN OF ASHBY, MASSACHUSETTS

POLICE AND EMERGENCY COMMUNICATIONS DEPARTMENTS
SPACE NEEDS ASSESSMENT

Revised: February 8, 2008

Purpose: To estimate future Police Department and Emergency Communications Department physical and spatial requirements based on a single Facility and future space projections of thirty (30), to forty (40) years.

1. Public

a. Lobby / Waiting Approx: 150 NSF

1. Access to Dispatch Transaction window
2. Access to Police Clerical/ Open Office and Police corridor
3. Access to Public Interview Room
4. Access to Public Toilet
5. Public seating, fixed seats for four (4) to six (6)
6. Writing counters at Transaction windows
7. Display Case (recessed)
8. Pamphlet Rack
9. Tack board/ Notice board
10. CCTV Camera

b. Public Toilet 50 NSF

1. Single occupancy unisex toilet room
2. Handicap Accessible

2. Meeting/ Training / Community Room

- a. Meeting/Training / E.O.C. 600 NSF
1. Direct access from Police Corridor and Public Lobby
 2. Adjacent to Emergency Management
 3. Proximate to Dispatch Center
 4. Large Department Briefings and Training Classes
 5. Dual use as Ashby Emergency Operations Center (E.O.C.)
 6. Dual use as Witness and Victim Interview Space
 7. Temporary Family Waiting Area
 8. Public Finger Printing
 9. Seating for 24 with chairs / tables
 10. Electronic door control from Dispatcher
 11. Door locking to Secure Department Areas (*Community Meetings*)
 12. Kitchenette/ Sink and Refrigerator
 13. Projection screen for video projection
 14. CATV Broadcasting
 15. CCTV Camera Surveillance
 16. CATV, Telephone, Data and Radio Connections
 17. Tiered lighting levels
 18. Tack board, marker board and map rail
 19. Coat rack
 20. Natural light preferred
- b. Police Training / Equipment Storage 80 NSF
1. Direct access to Meeting / Training Room/ E.O.C.
 2. Storage of Training Aids / AV Equipment
 3. Storage of Police Property

3. Communications

- a. Emergency Dispatch Center 200 NSF
1. Adjacent to Lobby
 2. Adjacent to Dispatcher's Toilet
 3. Adjacent to Communication Manager and Desk Officer
 4. Adjacent to Kitchen/ Break Room
 5. Directly accessible to Police Areas
 6. Console positions: (1) active, (1) backup
 7. Central Police/ Fire Dispatching and E911 Telecommunications
 8. Bullet resistant glass and wall with Transaction counter and deal tray to Lobby
 9. Share Kitchen/ Break Room with Police, adjacent to Dispatch
 10. Electronic door controls to Meeting/ Training, Public Interview, Police Corridor
 11. Monitoring of CCTV surveillance/ Security systems
 12. Dispatcher's personal property lockers: (6) half-size
 13. Separate HVAC Zone (24/7)
 14. Tiered lighting levels and Dimmers
 15. Book shelving/ Manuals storage
 16. Acoustical Interior Finishes
 17. CATV and CCTV Monitors
 18. Tack board, Marker board, Maps, etc.
 19. Panic/ Duress Alarm
 20. Fire Alarm Main Control Panel/ Annunciator, review with Fire Department
 21. Copier (Desktop) with Office Supply Cabinet
 22. Public Address System
- b. Manager's Office 130 NSF
1. Adjacent to Dispatch Center
 2. Communications Manager Office Space
 3. Watch/ Station Officer
 4. Proximity to Detention
 5. Proximity to Squad/ Report Room
 6. Secure and private Office Space shared workspace
 7. Window wall into Dispatching (optional)
 8. Two workstations
 9. Visitor Chairs (2)
 10. File Cabinets: Three (3)
 11. Bookshelf
- c. Dispatcher's Toilet 50 NSF
1. Direct access to Dispatch
 2. Handicap accessible/ Unisex
 3. Wall mount telephone

d. Communications Equipment Room/ MIS 160 NSF

1. Proximity to Dispatch Center
2. E911 system/ equipment
3. Telephone system/ equipment/ backboard
4. Integrated Electronic Security System/ CCTV Head end
5. In-House data/ network server with worktable and monitor (Optional)
6. Future conduits to Dispatch Center
7. Dedicated 24/7 AC system
8. UPS system

f. Radio Room 70 SF

1. Proximity to on-site Antennas (possibly Building mounted)
2. Secure location for Base Station equipment
3. Climate controlled
4. Additional (future) conduits to Dispatch Center

4. Administration

a. Chief of Police 180 NSF

1. Adjacent to Open/ Clerical Office
2. Adjacent to Administrative Conference Room
3. Coat/ Storage closet
4. Large Desk/ Workstation
5. Natural light
6. Small meeting table/ seats four (4)
7. File storage: (2) file cabinets
8. Computer/ Printer
9. Telephone/ Data/ CATV

b. Open/ Clerical Office 200 NSF

1. Adjacent to Lobby
2. Adjacent to Police Chief
3. Proximity to Records
4. Waiting area in the Lobby
5. Dutch Door or Transaction Window with counter in Lobby
6. One (1) workstation position. (1) Future
7. Visitor's Chairs for two (2)
8. Computer/ Printer
9. Work area and counter
10. File storage 4-6 file cabinet
11. Telephone/ Fax / Data
12. Natural light
13. Coat rack

- c. Office Supplies/ Copy Center (Corridor Alcove) 50 NSF
1. Proximity to Open/ Clerical Office
 2. Locking Office Supply closet
 3. Copy machine and paper storage
 4. Work counter

5. Records

- a. Public Information Area N/A
1. Public requests will be handled by Dispatcher or Administration
 2. Public information available 9 a.m. to 5 p.m. only
- b. Active Files and Recent Records Area 80 NSF
1. Adjacent to Open/ Clerical Office
 2. Proximity to Copy Center/ work space
 3. File storage: 6-8 Cabinets
 4. High Density Mobile Storage System (future)
 5. Very high Structural live load
- c. Archived Record Storage Room 120 NSF
1. Secure/ Remote location possible
 2. Total letter files: approx. (8)
 3. Total legal files: approx. (8)
 4. Option: Boxed Record/ File Storage
 5. Floor live loading required: 150 lbs/sf.
 6. Possible Attic Location

6. Detectives

- a. Detective's Office N/A
1. Future space in a future expansion/ renovation
- b. Interview Room/ Overflow Work Space 80 NSF
1. Suspect, Witness and Victim Interview space
 2. Small private Meeting Space
 3. Small private Overflow Work Space/ Special Investigations
 4. One-way glazing for observation/ video (SAIN)
 5. Audio and visual (CCTV) recording
 6. Acoustic material on walls and ceiling
 7. Secured Access/ Egress
 8. Table and Chairs for four (4)
 9. Optional Joint Operation/ Investigation Office
 10. Telephone/ Data
 11. CCTV and Audio Monitoring
 12. Exterior firearm locker

7. Evidence

- a. Evidence Processing 100 NSF
1. Proximity to Booking
 2. Secure/ Restricted Access with recording feature
 3. One means of entry only
 4. Chemical resistant counter, sink and fume hood
 5. Countertop work space
 6. Secure Evidence Depository or locker
 7. Refrigerator/ Freezer
 8. Computer/ Printer
 9. Data/ Telephone
- b. Evidence Storage 120 NSF
1. Direct access from Evidence Processing only
 2. Secure Evidence Storage
 3. Secure/ Restricted access with recording feature
 4. Gun Storage Lockers
 5. Secure Narcotics Storage Cabinet
 6. Refrigerator/ Freezer
- c. Bulk Evidence Storage N/A
1. See Garage/ Maintenance Bay
 2. See Exterior Storage/ Impound
 3. Possible Attic Storage

8. Booking/ Detention

- a. Booking 200 NSF
1. Direct access to Sallyport
 2. Proximity to Dispatch Center for Cell check
 3. Proximity to Evidence Processing/ Storage
 4. Secured access door to Sallyport
 5. Secured access door to Police corridor
 6. Pistol lockers at points of entry
 7. Group Holding pen with bench (optional)
 8. Booking counter with glazed barrier/ protection
 9. Countertop work surface for Fingerprinting and Intoxilizer
 10. Mugging camera on fixed mounting (60" to subject)
 11. Lock-Down bar at Booking counter
 12. Lock-Down bar near floor
 13. Secure computer workstation at Booking counter
 14. Panic/ Duress alarm
 15. Eliminate hard corners and edges
 16. Hose bib with mixing valve (secured) and floor drain
 17. Personal property lockers (4), half-size
 18. Abuse resistant stainless steel wall phone, local calls only

- b. Interrogation 90 NSF
1. Secure Interview Room
 2. Dual use as Matron's room and Attorneys Interview Room
 3. Fixed table and benches
 4. Safety vision panel for monitoring from Booking
 5. Hard, abuse resistant construction/ furniture
 6. CCTV and Audio Monitoring
 7. Lock-Down Bar at Bench
- c. Detention Cells 280 NSF
1. Adult: Two (2) male or female cell, handicap accessible
 - a. Separated by slight/ sound from booking
 - b. Optional Non-Status Juvenile cell
 2. Cell features:
 - a. Concrete bunk / seat
 - c. Security prison Lav / Toilet fixtures with suicide skirt
 - d. Impact resistant lighting
 - e. CCTV and audio surveillance
 - f. 72 SF minimum
 - g. Detention doors with food pass-through
- d. Status Juvenile Holding N/A
1. Temporary holding of Status Juvenile(s)
 2. Utilize Public Interview Room or Administrative Conference
- e. Storage/ Supplies 80 NSF
1. Detention/ Booking Equipment and supplies
 2. Future cell option

9. Sallyport

- a. Sallyport 400 NSF
1. Direct access to Prisoner Processing
 2. Accommodate one (1) vehicle
 3. Van/ Ambulance accessible
 4. Floor drain and tight tank
 5. CCTV and audio monitoring
 6. Dispatcher controlled overhead doors
 7. Hose bib
 8. Pistol locker at Booking Room door
 9. CO Exhaust fan
 10. Emergency eye wash

- b. Vehicle Garage/ Storage 560 NSF
1. Accommodate two (2) vehicle
 2. Automobile Evidence Processing
 3. Vehicle/cruiser Maintenance
 4. Vehicle/cruiser Washbay
 5. Secure Vehicle Impound
 6. Security fence separation to Sallyport
 7. Floor drain and tight tank
 8. Hose Bib
 9. Temporary dog/ animal (pet) kennel
- c. Bulk Evidence Storage 120 NSF
1. Secure/ gated storage area
 2. Bulk evidence, bicycles, miscellaneous property
- d. Vehicle Supply 50 NSF
1. Secure/ gated storage area
 2. Vehicle/ Patrol Supplies
 3. Medical Supplies for Cruisers
- 10. Patrol**
- a. Briefing/ Roll Call N/A
1. See Meeting Room/ Training Room (Large Briefings)
 2. See Squad Room (Roll Call)
- b. Squad Room/ Report Preparation 180 NSF
1. Proximity to
 2. Proximity to Records
 3. Work Stations: three (3) shared
 4. Typing and word processing
 5. Meeting Table and Chairs (4)
 6. File Storage: Six (6) File Cabinets
 7. Forms storage shelving
 8. Research Law Library/ shelving
 9. Tack board, marker board
 10. Mailboxes: 10
 11. Telephone/ Data (3)
 12. CATV

- d. Equipment Storage Closet 60 NSF
1. Adjacent to Supervisor's Office
 2. Adjacent to Squad Room
 3. Patrol and Tactical gear
 4. General Equipment Storage
- e. Armory 60 SF
1. Proximity to Supervisor's Office
 2. Proximity to Squad Room
 3. Gun cleaning counter with exhaust hood/light
 4. Gun cleaning station
 5. Chemical resistant countertop
 6. Firearm storage lockers
 7. Ammunition storage lockers
 8. Secured access to room
- f. Locker Rooms 400 NSF
1. Male Lockers: 8 to 10, Future 6 to 8 Lockers
 2. Female Lockers: 2
 3. Locker sizes:
 - a. 24" w. x 24"d. x 60" h. with support bench
 4. Male showers:
 - a. Individual: (1), Non-Handicap Accessible
 5. Female Showers:
 - a. Individual: One (1), Non-Handicap Accessible
 6. Sink: 1 lavatory at male/ female
 7. Toilet/ Urinal: Per code
 8. Full height mirrors
 1. Electrical receptacles in locker / shelf (re-charging equipment)
 2. Locking Gun Cabinet in Locker
- g. Kitchen/ Break Room 180 NSF
1. Shared area with Dispatch and adjacent to Dispatch
 2. Proximate to Squad Room
 3. Kitchenette with sink, refrigerator and microwave

11. Mechanical/ Electrical

- a. Janitor/ Custodial Supplies 40 NSF
1. Mop/ utility sink
 2. Custodial/ building supply storage/ shelving
- b. Mechanical/HVAC Equipment 200 NSF
1. Gas Fired Duct Furnace with DX Cooling
 2. Ducted supply and ducted returns
 3. Energy Management Temperature controls
 4. Domestic water will, pump and tank storage
 5. Hot water heater; Option: Instantaneous water heaters at lavs./ showers
 6. Fuel oil storage tanks (2) 330 gal.
 7. Possible sanitary system pump
 8. Possible Attic/ Mezzanine location for HVAC Equipment
- c. Electrical Room 120 NSF
1. Adjacent to electrical service entrance
 2. Proximity to exterior wall
 3. Proximity to standby generator
 4. Normal building power switchgear
 5. Standby building power switchgear
 6. Automatic Transfer Switch
- d. Standby Generator Exterior
1. Automatic exercising controls (Dispatch Center)
 2. Natural Gas and/or Lp Gas fired generator (Option: Diesel fuel)
 3. Within Secure Fence, see exterior Storage/ Impound

12. SUMMARY

- a. **Net Police Dept. Areas** 5,440 NSF
- Net S.F. to Gross S.F. Ratio (assume 1.30): x 1.30
- b. **TOTAL GROSS POLICE AREAS:** **7,070 Gross Sq. Ft.**

13. Site

- a. Site _____ N/A
1. Public Parking Spaces: Approx. 6
 2. Police/ Communications Personnel Parking Spaces: Approx. 8 - 10 spaces
 - a. Optional Carport for Police Cruisers
 3. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - b. Large gate for Automobile Access/ Impounding
 - c. Standby Generator
 - d. Exterior A/C condensing units
 4. On-site sanitary absorption system
 5. On-site potable well/ pump
 6. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels

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TOWN OF ASHBY, MASSACHUSETTS

FIRE DEPARTMENT AND EMS SPACE NEEDS ASSESSMENT

February 20, 2008

Purpose: To estimate future Fire Department, Ambulance/ EMT and Emergency Management Service physical and spatial requirements based on a single Facility and future space projections of twenty (20), to forty (40) years.

1. Public

a. Public Toilet 50 NSF

1. Single occupancy Unisex Toilet room
2. Handicap Accessible
3. Two (2) Public Toilets if Community Meeting space provided.

2. Emergency Management Services

a. Emergency Management Office 130 NSF

1. Proximate to Lobby
2. Low security location for Civilian position
3. Accessed from Fire Department Corridor
4. Shared Workspace for Two (2)
5. Office and File/Equipment storage space

b. Storage Room 70 NSF

1. Adjacent to Emergency Management Office
2. Storage of Emergency Equipment and Supplies
3. Exterior access preferred

3. Meeting / Training / Community Rooma. Meeting/Training / Community Room 1,000 NSF

1. Direct access from Corridor and Public Lobby for *Community Use* (TBD)
2. Large Department Briefings, Training and/or *Community Meetings*
3. Seating for 40 to 50 with chairs / tables
4. Assembly occupancy requires (2) independent means of egress
5. Door locking to Fire Department Areas (*Community Meetings*)
6. Projection screen for video projection
7. Kitchen Cabinets, N/W, Sink, Stove, Refrigerator
8. CATV/ Telephone/ Data
9. Tiered lighting levels
10. Tack board and marker boards
11. Maps
12. Coat rack
13. Natural light preferred

b. Fire Training / Equipment Storage 120 NSF

1. Direct access to Meeting / Training Room
2. Storage of Training Aids / AV Equipment
3. Storage of Fire Department Property

4. Administrationa. Fire Chief 180 NSF

1. Direct Access to Administrative Assistant/ Officers
2. Private Meeting and Workspace
3. Coat/ Storage closet
4. Natural light
5. Large Desk
6. Computer/ Printer
7. File Storage: (2) File Cabinets
8. Small meeting table/ seats four (4)
9. Telephone/Data/CATV
10. Radio interface/connection

b. Administrative Assistant/ Officer's (Open Office) 200 NSF

1. Direct access to Entrance
2. Direct access to Fire Chief
3. Clerical work area and window transaction counter for Fire Permit applications
4. Shared Clerical (Administrative Assistant/ Officers Work Space
5. Plan/ Work Table for Inspector/ Prevention workstation
6. Visitor Chairs: Two (2)
7. Copy Machine
8. Office Supply Storage
9. Internal/ Staff Mailboxes
10. Fax Machine
11. File Storage: 4-6 file cabinets
12. Telephone/Data

4. Administration (Cont.)

c. Fire Officer's N/A

1. See Administrative Assistant/ Officers

d. Conference Room/ Future Office 160 SF

1. Direct Access to Administrative Assistant/ Officer's
2. Direct access to Fire Chief
3. Administrative Conference/ Meeting Area
4. Shared/ Overflow and Temporary Office
5. Future Officer/ Staff Office
6. Conference table/ Seating: 8
7. Telephone/ Data

5. Apparatus Bays/ Service Areas

a. Apparatus Room 6400 NSF

1. Adjacent to SCBA/ Workroom
2. Adjacent to Laundry/ Shower Room
3. Adjacent to Storage Room
4. Eight (8) bays 20 ft. x 40 ft. ea. Drive-through
5. Hydronically heated Apparatus slab
6. Turn Out Gear in separate area
7. Turn Out Gear Rack space
8. Hose Storage racks
9. Flammable Liquid Storage in lockers
10. Floor drains to Oil/ Water Separator Holding tank
11. Local and RF remote controlled overhead doors (14ft. x 14ft.)
12. Hose bibs
13. Apparatus exhaust capture system
14. Overhead compressed air (reels)
15. Overhead electrical power (reels)
16. Ceiling fans for energy efficiency
17. Remote radio interface/ connection
18. Maps, tack board and marker board

b. SCBA/ Work Room 130 NSF

1. Adjacent to Apparatus Bays
2. SCBA Filling Station
3. SCBA Test/ Calibration and Cleaning
4. Work bench and Utility Sink
5. Tool Crib

5. Apparatus Bays (Cont.)

- c. Laundry 60 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Shower
 3. Washer/ Extractor and Dryer for Turn Out Gear
 4. Utility/ Janitor Sink
 5. Floor drain
 6. May combine with Shower Room (Decon)
- d. Shower Room 50 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Laundry
 3. Shower Area for (2) to clean Turn-Out Gear
 4. May combine with Laundry
- e. Storage Room 200 NSF
1. Adjacent to Apparatus Bays
 2. Secure Storage Area
 3. Vehicle/Apparatus equipment and supplies
 4. Locking Storage cabinets for Hazardous Material Storage

6. Fire Staff Facilities

- a. Emergency Dorm (Future) Future Expansion Space Only
1. Proximity to Apparatus Room
 2. Proximity to Lavatory/ Shower
 3. Locate in quiet area (if possible)
 4. Fire Personnel Bunk space during Emergencies and Storms
 5. Shared bunk space for Six (6)
 6. Future Ambulance/EMT Bunk space for two (2)
 7. Acoustically insulated walls
 8. Lockers: (Future)
 9. Emergency responders. Dorm space during emergencies/ weather etc.
- b. Lavatory/ Showers/ Lockers (Future) Future Expansion Space Only
1. Proximity to Apparatus Room
 2. Male Showers:
 - a. One (1) Non-Handicapped Accessible
 4. Female Showers:
 - a. One (1) Non-Handicapped Accessible
 5. Sink: One (1) sink per Male/Female
 5. Toilet/ Urinal: Per Code
 6. Male Lockers: 45 to 50 (Fire and EMT's)
 7. Female Lockers: 8 to 10 (Fire and EMT's)

6. Fire Station Facilities (Cont.)**d. Physical Training/ Equipment Room (Future) Future Expansion Space Only**

1. Proximity to Lockers and Showers
2. Separation from Public/ Visitor areas
3. Ceiling clearance for Weight lifting and Cardio equipment
4. Drinking fountain or bottled water
5. Athletic cushioned rubber flooring
6. CATV
7. Natural Light
8. Training equipment (by others)

e. Day Room (Future) Future Expansion Space Only

1. Proximate to Physical Training
2. Proximity to Dorm/Bunks
3. Comfortable seating for 6-8
4. Table and Seating for 4
5. CATV/Telephone/Data
6. Natural light
7. Tackboard
8. Option: Add Kitchenette
9. Option: Radio Interface Connection

7. Mechanical/ Electrical**a. Janitor/ Custodial Supplies 40 NSF**

1. Mop/ utility sink
2. Custodial/ building supply storage/ shelving
3. Option: Combine with Mechanical Room

b. Mechanical/HVAC Equipment 200 NSF

1. Adjacent to Apparatus Room
2. Exterior wall location for ventilation
3. Ducted supply and ducted returns
4. Gas fired hot water boiler for hydronic Apparatus slab
5. Central DX air conditioning and ventilation
6. Compressed air system
7. Zone system with area temperature controls
8. Gas fired hot water heater
9. Fuel oil storage tanks (2) 330 gal.
10. Option: Instantaneous water heaters at lavs./showers
11. Option: Combine with Janitor's Room

7. Mechanical/ Electrical (Cont.)

- c. Fire Suppression N/A
1. Not required in Building less than 12,000 S.F.
 2. Not required in Building with fire walls with less than 12,000 S.F. areas
- d. Electrical Room 80 NSF
1. Adjacent to electrical service entrance
 2. Proximity to exterior wall
 3. Proximity to exterior standby generator
 4. Normal building power switchgear
 5. Standby building power switchgear
- e. Standby Generator Exterior
1. Automatic Transfer switch
 2. Automatic exercising controls (Apparatus Room)
 3. Natural gas and/ or Lp Gas fired generator (Option: Diesel fuel)

8. SUMMARY

- a. **Net Fire Dept. Areas** 9,070 NSF
- Net S.F. to Gross S.F. Ratio (assume 1.25): x 1.25
- b. **TOTAL GROSS FIRE AREAS:** **11,340 Gross Sq. Ft.**

9. Site

- b. Site N/A
1. Public Parking Spaces: 4 to 5
 - a. *Community Meeting Room (Option): Add 20 spaces (TBD)*
 2. Fire EMT/Personnel Parking Spaces: Approx. 40 spaces
 3. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - c. Standby Generator
 - c. Exterior A/C condensing units
 4. On-site sanitary absorption system
 5. On-site potable well
 6. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels



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TOWN OF ASHBY, MASSACHUSETTS

**POLICE, FIRE, EMERGENCY COMMUNICATIONS AND EMERGENCY
MANAGEMENT SPACE NEEDS ASSESSMENT**

March 12, 2008

COMBINED OPTIMAL PUBLIC SAFETY FACILITY

Purpose: To estimate future Police Department, Fire Department, Ambulance/ EMT, Emergency Communications Department, and Emergency Management Service physical and spatial requirements based on a single combined Facility and future space projections of thirty (30) to Forty (40) years.

1. Public

a. Lobby / Waiting **Shared: 150 NSF**

1. Access to Dispatch Transaction window
2. Access to Police Clerical/ Open Office and Police corridor
3. Access to Public Interview Room
4. Access to Public Toilet
5. Public seating, fixed seats for four (4) to six (6)
6. Writing counters at Transaction windows
7. Display Case (recessed)
8. Pamphlet Rack
9. Tack board/ Notice board
10. CCTV Camera

b. Public Toilet **Shared: 50 NSF**

1. Single occupancy unisex toilet room
2. Handicap Accessible

2. Meeting/ Training / Community Room

- a. Meeting/Training / E.O.C./ Community Room **Shared: 1,000 NSF**
1. Direct access from Police/ Fire Corridor and Public Lobby
 2. Proximate to Emergency Management
 3. Proximate to Dispatch Center
 4. Large Department Briefings, Training Classes and/or *Community Meetings*
 5. Dual use as Ashby Emergency Operations Center (E.O.C.)
 6. Dual use as Witness and Victim Interview Space
 7. Temporary Family Waiting Area
 8. Public Finger Printing
 9. Seating for 40 to 50 with chairs / tables
 10. Electronic door control from Dispatcher
 11. Door locking to Secure Department Areas (*Community Meetings*)
 12. Assembly occupancy requires (2) independent means of egress
 13. Kitchen Sink, Stove, D/W and Refrigerator
 13. Projection screen for video projection
 14. CATV Broadcasting
 15. CCTV Camera Surveillance
 16. CATV, Telephone, Data and Radio Connections
 17. Tiered lighting levels
 18. Tack board, marker board and map rail
 19. Coat rack
 20. Natural light preferred
- b. Police Training / Equipment Storage **80 NSF**
1. Direct access to Meeting / Training Room/ E.O.C.
 2. Storage of Training Aids / AV Equipment
 3. Storage of Police Property
- c. Fire Training / Equipment Storage **120 NSF**
4. Direct access to Meeting / Training Room
 5. Storage of Training Aids / AV Equipment
 6. Storage of Fire Department Property

3. Emergency Communications

- a. Emergency Dispatch Center 200 NSF
1. Adjacent to Lobby
 2. Adjacent to Dispatcher's Toilet
 3. Adjacent to Communication Manager and Desk Officer
 4. Adjacent to Kitchen/ Break Room
 5. Directly accessible to Police Areas
 6. Console positions: (1) active, (1) backup
 7. Central Police/ Fire Dispatching and E911 Telecommunications
 8. Bullet resistant glass and wall with Transaction counter and deal tray to Lobby
 9. Share Kitchen/ Break Room with Police, adjacent to Dispatch
 10. Electronic door controls to Meeting/ Training, Public Interview, Police Corridor
 11. Monitoring of CCTV surveillance/ Security systems
 12. Dispatcher's personal property lockers: (6) half-size
 13. Separate HVAC Zone (24/7)
 14. Tiered lighting levels and Dimmers
 15. Book shelving/ Manuals storage
 16. Acoustical Interior Finishes
 17. CATV and CCTV Monitors
 18. Tack board, Marker board, Maps, etc.
 19. Panic/ Duress Alarm
 20. Fire Alarm Main Control Panel/ Annunciator, review with Fire Department
 21. Copier (Desktop) with Office Supply Cabinet
 22. Public Address System
- b. Manager's Office 130 NSF
1. Adjacent to Dispatch Center
 2. Communications Manager Office Space
 3. Watch/ Station Officer
 4. Proximity to Detention
 5. Proximity to Squad/ Report Room
 6. Secure and private Office Space shared workspace
 7. Window wall into Dispatching (optional)
 8. Two workstations
 9. Visitor Chairs (2)
 10. File Cabinets: Three (3)
 11. Bookshelf
- c. Dispatcher's Toilet 50 NSF
1. Direct access to Dispatch
 2. Handicap accessible/ Unisex
 3. Wall mount telephone

d. Communications Equipment Room/ MIS 160 NSF

1. Proximity to Dispatch Center
2. E911 system/ equipment
3. Telephone system/ equipment/ backboard
4. Integrated Electronic Security System/ CCTV Head end
5. In-House data/ network server with worktable and monitor (Optional)
6. Future conduits to Dispatch Center
7. Dedicated 24/7 AC system
8. UPS system

f. Radio Room 70 SF

1. Proximity to on-site Antennas (possibly Building mounted)
2. Secure location for Base Station equipment
3. Climate controlled
4. Additional (future) conduits to Dispatch Center

4. Police Administration

a. Chief of Police 180 NSF

1. Adjacent to Open/ Clerical Office
2. Adjacent to Administrative Conference Room
3. Coat/ Storage closet
4. Large Desk/ Workstation
5. Natural light
6. Small meeting table/ seats four (4)
7. File storage: (2) file cabinets
8. Computer/ Printer
9. Telephone/ Data/ CATV

b. Open/ Clerical Office 200 NSF

1. Adjacent to Lobby
2. Adjacent to Police Chief
3. Proximity to Records
4. Waiting area in the Lobby
5. Dutch Door or Transaction Window with counter in Lobby
6. One (1) workstation position. (1) Future
7. Visitor's Chairs for two (2)
8. Computer/ Printer
9. Work area and counter
10. File storage 4-6 file cabinet
11. Telephone/ Fax / Data
12. Natural light
13. Coat rack

- c. Office Supplies/ Copy Center (Corridor Alcove) 50 NSF
1. Proximity to Open/ Clerical Office
 2. Locking Office Supply closet
 3. Copy machine and paper storage
 4. Work counter
- 5. Police Records**
- a. Public Information Area N/A
1. Public requests will be handled by Dispatcher or Administration
 2. Public information available 9 a.m. to 5 p.m. only
- b. Active Files and Recent Records Area 80 NSF
1. Adjacent to Open/ Clerical Office
 2. Proximity to Copy Center/ work space
 3. File storage: 6-8 Cabinets
 4. High Density Mobile Storage System (future)
 5. Very high Structural live load
- c. Archived Record Storage Room 120 NSF
1. Secure/ Remote location possible
 2. Total letter files: approx. (8)
 3. Total legal files: approx. (8)
 4. Option: Boxed Record/ File Storage
 5. Floor live loading required: 150 lbs/sf.
 6. Possible Attic Location
- 6. Police Detectives**
- a. Detective's Office N/A
1. Future space in a future expansion/ renovation
- b. Interview Room/ Overflow Work Space 80 NSF
1. Suspect, Witness and Victim Interview space
 2. Small private Meeting Space
 3. Small private Overflow Work Space/ Special Investigations
 4. One-way glazing for observation/ video (SAIN)
 5. Audio and visual (CCTV) recording
 6. Acoustic material on walls and ceiling
 7. Secured Access/ Egress
 8. Table and Chairs for four (4)
 9. Optional Joint Operation/ Investigation Office
 10. Telephone/ Data
 11. CCTV and Audio Monitoring
 12. Exterior firearm locker

7. Police Evidence

- a. Evidence Processing 100 NSF
1. Proximity to Booking
 2. Secure/ Restricted Access with recording feature
 3. One means of entry only
 4. Chemical resistant counter, sink and fume hood
 5. Countertop work space
 6. Secure Evidence Depository or locker
 7. Refrigerator/ Freezer
 8. Computer/ Printer
 9. Data/ Telephone
- b. Evidence Storage 120 NSF
1. Direct access from Evidence Processing only
 2. Secure Evidence Storage
 3. Secure/ Restricted access with recording feature
 4. Gun Storage Lockers
 5. Secure Narcotics Storage Cabinet
 6. Refrigerator/ Freezer
- c. Bulk Evidence Storage N/A
1. See Garage/ Maintenance Bay
 2. See Exterior Storage/ Impound
 3. Possible Attic Storage

8. Police Booking/ Detention

- a. Booking 200 NSF
1. Direct access to Sallyport
 2. Proximity to Dispatch Center for Cell check
 3. Proximity to Evidence Processing/ Storage
 4. Secured access door to Sallyport
 5. Secured access door to Police corridor
 6. Pistol lockers at points of entry
 7. Group Holding pen with bench (optional)
 8. Booking counter with glazed barrier/ protection
 9. Countertop work surface for Fingerprinting and Intoxilizer
 10. Mugging camera on fixed mounting (60" to subject)
 11. Lock-Down bar at Booking counter
 12. Lock-Down bar near floor
 13. Secure computer workstation at Booking counter
 14. Panic/ Duress alarm
 15. Eliminate hard corners and edges
 16. Hose bib with mixing valve (secured) and floor drain
 17. Personal property lockers (4), half-size
 18. Abuse resistant stainless steel wall phone, local calls only

- b. Interrogation 90 NSF
1. Secure Interview Room
 2. Dual use as Matron's room and Attorneys Interview Room
 3. Fixed table and benches
 4. Safety vision panel for monitoring from Booking
 5. Hard, abuse resistant construction/ furniture
 6. CCTV and Audio Monitoring
 7. Lock-Down Bar at Bench
- c. Detention Cells 280 NSF
1. Adult: Two (2) male or female cell, handicap accessible
 - a. Separated by slight/ sound from booking
 - b. Optional Non-Status Juvenile cell
 2. Cell features:
 - a. Concrete bunk / seat
 - c. Security prison Lav / Toilet fixtures with suicide skirt
 - d. Impact resistant lighting
 - e. CCTV and audio surveillance
 - f. 72 SF minimum
 - g. Detention doors with food pass-through
- d. Status Juvenile Holding N/A
1. Temporary holding of Status Juvenile(s)
 2. Utilize Public Interview Room or Administrative Conference
- e. Storage/ Supplies 80 NSF
1. Detention/ Booking Equipment and supplies
 2. Future cell option

9. Police Sallyport

- a. Sallyport 400 NSF
1. Direct access to Prisoner Processing
 2. Accommodate one (1) vehicle
 3. Van/ Ambulance accessible
 4. Floor drain and tight tank
 5. CCTV and audio monitoring
 6. Dispatcher controlled overhead doors
 7. Hose bib
 8. Pistol locker at Booking Room door
 9. CO Exhaust fan
 10. Emergency eye wash

- b. Vehicle Garage/ Storage 560 NSF
1. Accommodate two (2) vehicle
 2. Automobile Evidence Processing
 3. Vehicle/cruiser Maintenance
 4. Vehicle/cruiser Washbay
 5. Secure Vehicle Impound
 6. Security fence separation to Sallyport
 7. Floor drain and tight tank
 8. Hose Bib
 9. Temporary dog/ animal (pet) kennel
- c. Bulk Evidence Storage 120 NSF
1. Secure/ gated storage area
 2. Bulk evidence, bicycles, miscellaneous property
- d. Vehicle Supply 50 NSF
1. Secure/ gated storage area
 2. Vehicle/ Patrol Supplies
 3. Medical Supplies for Cruisers

10. Police Patrol

- a. Briefing/ Roll Call N/A
1. See Meeting Room/ Training Room (Large Briefings)
 2. See Squad Room (Roll Call)
- b. Squad Room/ Report Preparation 180 NSF
1. Proximity to
 2. Proximity to Records
 3. Work Stations: three (3) shared
 4. Typing and word processing
 5. Meeting Table and Chairs (4)
 6. File Storage: Six (6) File Cabinets
 7. Forms storage shelving
 8. Research Law Library/ shelving
 9. Tack board, marker board
 10. Mailboxes: 10
 11. Telephone/ Data (3)
 12. CATV

- d. Equipment Storage Closet 60 NSF
1. Adjacent to Supervisor's Office
 2. Adjacent to Squad Room
 3. Patrol and Tactical gear
 4. General Equipment Storage
- e. Armory 60 SF
1. Proximity to Supervisor's Office
 2. Proximity to Squad Room
 3. Gun cleaning counter with exhaust hood/light
 4. Gun cleaning station
 5. Chemical resistant countertop
 6. Firearm storage lockers
 7. Ammunition storage lockers
 8. Secured access to room
- f. Locker Rooms 480 NSF
1. Male Lockers: 8 to 10, Future 6 to 8 Lockers
 2. Female Lockers: 2
 3. Locker sizes:
 - a. 24" w. x 24"d. x 60" h. with support bench
 4. Male showers:
 - a. Individual: (1), Non-Handicap Accessible
 5. Female Showers:
 - a. Individual: One (1), Non-Handicap Accessible
 6. Sink: 1 lavatory at male/ female
 7. Toilet/ Urinal: Per code
 8. Full height mirrors
 1. Electrical receptacles in locker / shelf (re-charging equipment)
 2. Locking Gun Cabinet in Locker
- g. Kitchen/ Break Room Shared: 180 NSF
1. Shared area with Police and Dispatch and adjacent to Dispatch
 2. Proximate to Squad Room
 3. Kitchenette with sink, refrigerator and microwave

11. Fire Administration

- a. Fire Chief 180 NSF
4. Direct Access to Administrative Assistant/ Officers
 5. Private Meeting and Workspace
 6. Coat/ Storage closet
 7. Natural light
 8. Large Desk
 1. Computer/ Printer
 2. File Storage: (2) File Cabinets
 3. Small meeting table/ seats four (4)
 4. Telephone/Data/CATV
 5. Radio interface/connection
- b. Administrative Assistant/ Officer's (Open Office) 200 NSF
14. Direct access to Entrance
 15. Direct access to Fire Chief
 16. Clerical work area and window transaction counter for Fire Permit applications
 17. Shared Clerical (Administrative Assistant/ Officers Work Space
 18. Plan/ Work Table for Inspector/ Prevention workstation
 19. Visitor Chairs: Two (2)
 20. Copy Machine
 21. Office Supply Storage
 22. Internal/ Staff Mailboxes
 23. Fax Machine
 24. File Storage: 4-6 file cabinets
 25. Telephone/Data
- c. Fire Officer's N/A
5. See Administrative Assistant/ Officers
- d. Conference Room/ Future Office 160 SF
1. Direct Access to Administrative Assistant/ Officer's
 6. Direct access to Fire Chief
 7. Administrative Conference/ Meeting Area
 8. Shared/ Overflow and Temporary Office
 9. Future Officer/ Staff Office
 10. Conference table/ Seating: 8
 11. Telephone/ Data

12. Apparatus Bays/ Service Areas

- a. Apparatus Room 6400 NSF
1. Adjacent to SCBA/ Workroom
 2. Adjacent to Laundry/ Shower Room
 3. Adjacent to Storage Room
 4. Eight (8) bays 20 ft. x 40 ft. ea. Drive-through
 5. Hydronically heated Apparatus slab
 6. Turn Out Gear in separate area
 7. Turn Out Gear Rack space
 8. Hose Storage racks
 9. Flammable Liquid Storage in lockers
 10. Floor drains to Oil/ Water Separator Holding tank
 11. Local and RF remote controlled overhead doors (14ft. x 14ft.)
 12. Hose bibs
 13. Apparatus exhaust capture system
 14. Overhead compressed air (reels)
 15. Overhead electrical power (reels)
 16. Ceiling fans for energy efficiency
 17. Remote radio interface/ connection
 18. Maps, tack board and marker board
- b. SCBA/ Work Room 130 NSF
1. Adjacent to Apparatus Bays
 2. SCBA Filling Station
 3. SCBA Test/ Calibration and Cleaning
 4. Work bench and Utility Sink
 5. Tool Crib
- c. Laundry 60 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Shower
 3. Washer/ Extractor and Dryer for Turn Out Gear
 4. Utility/ Janitor Sink
 5. Floor drain
 6. May combine with Shower Room (Decon)
- d. Shower Room 50 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Laundry
 3. Shower Area for (2) to clean Turn-Out Gear
 4. May combine with Laundry
- e. Storage Room 200 NSF
1. Adjacent to Apparatus Bays
 2. Secure Storage Area
 3. Vehicle/Apparatus equipment and supplies
 4. Locking Storage cabinets for Hazardous Material Storage

13. Fire Staff Facilities

- a. Emergency Dorm 500 NSF
1. Proximity to Apparatus Room
 2. Proximity to Lavatory/ Shower
 3. Locate in quiet area (if possible)
 4. Fire Personnel Bunk space during Emergencies and Storms
 5. Shared bunk space for Six (6)
 6. Future Ambulance/EMT Bunk space for two (2)
 7. Acoustically insulated walls
 8. Lockers: (Future)
 9. Emergency responders. Dorm space during emergencies/ weather etc.
 10. **Optional future construction/ renovation or addition**
- b. Lavatory/ Showers/ Lockers (Future) 1,440 NSF
1. Proximity to Apparatus Room
 2. Male Showers:
 - a. One (1) Non-Handicapped Accessible
 4. Female Showers:
 - a. One (1) Non-Handicapped Accessible
 5. Sink: One (1) sink per Male/Female
 5. Toilet/ Urinal: Per Code
 6. Male Lockers: 45 to 50 (Fire and EMT's)
 7. Female Lockers: 8 to 10 (Fire and EMT's)
 8. **Optional future construction/ renovation or addition**
- c. Physical Training/ Equipment Room (Future) Shared: 400 NSF
1. Proximity to Lockers and Showers
 2. Separation from Public/ Visitor areas
 3. Ceiling clearance for Weight lifting and Cardio equipment
 4. Drinking fountain or bottled water
 5. Athletic cushioned rubber flooring
 6. CATV
 7. Natural Light
 8. Training equipment (by others)
 9. **Optional future construction/ renovation or addition**
- e. Day Room (Future) 200 NSF
4. Proximate to Physical Training
 5. Proximity to Dorm/Bunks
 6. Comfortable seating for 6-8
 7. Table and Seating for 4
 8. CATV/Telephone/Data
 9. Natural light
 10. Tackboard
 11. Option: Add Kitchenette
 12. Option: Radio Interface Connection
 13. **Optional future construction/ renovation or addition**

14. Emergency Management Services**a. Emergency Management Office 130 NSF**

6. Proximate to Lobby
7. Low security location for Civilian position
8. Accessed from Fire Department Corridor
9. Shared Workspace for Two (2)
10. Office and File/Equipment storage space

b. Storage Room 70 NSF

1. Adjacent to Emergency Management Office
2. Storage of Emergency Equipment and Supplies
3. Exterior access preferred

15. Mechanical/ Electrical**a. Janitor/ Custodial Supplies Shared: 60 NSF**

1. Mop/ utility sink
2. Custodial/ building supply storage/ shelving

b. Mechanical/HVAC Equipment Shared: 250 NSF

1. Gas Fired Duct Furnace with DX Cooling
2. Ducted supply and ducted returns
3. Energy Management Temperature controls
4. Exterior wall location for ventilation
5. Compressed air system
6. Domestic water will, pump and tank storage
7. Hot water heater; Option: Instantaneous water heaters at lavs./ showers
8. Hydronic heated Apparatus Slab
9. Possible sanitary system pump
10. Possible Attic/ Mezzanine location for HVAC Equipment
11. Option: Combine with Janitor's Room

c. Fire Suppression N/A

1. Required in Buildings greater than 12,000 S.F.
2. Not required in Building with fire walls with less than 12,000 S.F. areas
3. Requires Fire Water Tank, Fire Pump and Emergency Generator

d. Electrical Room Shared: 140 NSF

1. Adjacent to electrical service entrance
2. Proximity to exterior wall
3. Proximity to standby generator
4. Normal building power switchgear
5. Standby building power switchgear
6. Automatic Transfer Switch

15. Mechanical/ Electrical (Cont.)

e. Standby Generator **Shared: Exterior**

1. Automatic exercising controls (Dispatch Center)
2. Natural Gas and/or Lp Gas fired generator (Option: Diesel fuel)
3. Within Secure Fence, see exterior Storage/ Impound

16. SUMMARY

a.	Net Public Areas	200 NSF
b.	Net Police Dept. Areas	3,570 NSF
c.	Net Emergency Communications Areas:	610 NSF
d.	Net Fire Department Areas:	9,640 NSF
e.	Net Emergency Management Service Areas:	200 NSF
f.	Net Shared Areas:	<u>2,030 NSF</u>
	Subtotal Public Safety Area:	16,250 NSF
	 Net S.F. to Gross S.F. Ratio (assume + 27%):	 <u>x 1.27</u>
g.	TOTAL GROSS PUBLIC SAFETY FACILITY AREA:	20,640 Gross Sq. Ft.

17. VALUE ENGINEERING OPTION

- a. Reduce overall building area by postponing construction of identified optional spaces:
1. Emergency Dorm
 2. Fine lavatory/ shower/ lockers
 3. Physical training
 4. Fire Day Room
- b. Revised Total New Construction Area: 13,710 NSF x 1.27 (%) = **17,410 GSF**

18. Site

a. Site _____ N/A

1. Public Parking Spaces: Approx. 6 to 8
 - a. Community Meeting Room (Option): Add 20 spaces
2. Police/ Communications Personnel Parking Spaces: Approx. 8 - 10 spaces
 - a. Optional Carport for Police Cruisers
3. Fire EMT/Personnel Parking Spaces: Approx. 40 spaces
4. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - b. Large gate for Automobile Access/ Impounding (Police)
 - c. Standby Generator
 - d. Exterior A/C condensing units
5. On-site sanitary absorption system
6. On-site potable well/ pump
7. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners



TOWN OF ASHBY, MASSACHUSETTS

POLICE, FIRE, EMERGENCY COMMUNICATIONS AND EMERGENCY MANAGEMENT SPACE NEEDS ASSESSMENT

March 17, 2008

COMBINED OPTIMAL PUBLIC SAFETY FACILITY

Purpose: To estimate future Police Department, Fire Department, Ambulance/ EMT, Emergency Communications Department, and Emergency Management Service physical and spatial requirements based on a single combined Facility and future space projections of thirty (30) to Forty (40) years.

1. Public

a. Lobby / Waiting **Shared: 150 NSF**

1. Access to Dispatch Transaction window
2. Access to Police Clerical/ Open Office and Police corridor
3. Access to Public Interview Room
4. Access to Public Toilet
5. Public seating, fixed seats for four (4) to six (6)
6. Writing counters at Transaction windows
7. Display Case (recessed)
8. Pamphlet Rack
9. Tack board/ Notice board
10. CCTV Camera

b. Public Toilet **Shared: 50 NSF**

1. Single occupancy unisex toilet room
2. Handicap Accessible

2. Meeting/ Training / Community Room

- a. Meeting/Training / E.O.C./ Community Room **Shared: 1,000 NSF**
1. Direct access from Police/ Fire Corridor and Public Lobby
 2. Proximate to Emergency Management
 3. Proximate to Dispatch Center
 4. Large Department Briefings, Training Classes and/or *Community Meetings*
 5. Dual use as Ashby Emergency Operations Center (E.O.C.)
 6. Dual use as Witness and Victim Interview Space
 7. Temporary Family Waiting Area
 8. Public Finger Printing
 9. Seating for 40 to 50 with chairs / tables
 10. Electronic door control from Dispatcher
 11. Door locking to Secure Department Areas (*Community Meetings*)
 12. Assembly occupancy requires (2) independent means of egress
 13. Kitchen Sink, Stove, D/W and Refrigerator
 13. Projection screen for video projection
 14. CATV Broadcasting
 15. CCTV Camera Surveillance
 16. CATV, Telephone, Data and Radio Connections
 17. Tiered lighting levels
 18. Tack board, marker board and map rail
 19. Coat rack
 20. Natural light preferred
- b. Police Training / Equipment Storage **80 NSF**
1. Direct access to Meeting / Training Room/ E.O.C.
 2. Storage of Training Aids / AV Equipment
 3. Storage of Police Property
- c. Fire Training / Equipment Storage **120 NSF**
4. Direct access to Meeting / Training Room
 5. Storage of Training Aids / AV Equipment
 6. Storage of Fire Department Property

3. Emergency Communications

- a. Emergency Dispatch Center 200 NSF
1. Adjacent to Lobby
 2. Adjacent to Dispatcher's Toilet
 3. Adjacent to Communication Manager and Desk Officer
 4. Adjacent to Kitchen/ Break Room
 5. Directly accessible to Police Areas
 6. Console positions: (1) active, (1) backup
 7. Central Police/ Fire Dispatching and E911 Telecommunications
 8. Bullet resistant glass and wall with Transaction counter and deal tray to Lobby
 9. Share Kitchen/ Break Room with Police, adjacent to Dispatch
 10. Electronic door controls to Meeting/ Training, Public Interview, Police Corridor
 11. Monitoring of CCTV surveillance/ Security systems
 12. Dispatcher's personal property lockers: (6) half-size
 13. Separate HVAC Zone (24/7)
 14. Tiered lighting levels and Dimmers
 15. Book shelving/ Manuals storage
 16. Acoustical Interior Finishes
 17. CATV and CCTV Monitors
 18. Tack board, Marker board, Maps, etc.
 19. Panic/ Duress Alarm
 20. Fire Alarm Main Control Panel/ Annunciator, review with Fire Department
 21. Copier (Desktop) with Office Supply Cabinet
 22. Public Address System
- b. Manager's Office 130 NSF
1. Adjacent to Dispatch Center
 2. Communications Manager Office Space
 3. Watch/ Station Officer
 4. Proximity to Detention
 5. Proximity to Squad/ Report Room
 6. Secure and private Office Space shared workspace
 7. Window wall into Dispatching (optional)
 8. Two workstations
 9. Visitor Chairs (2)
 10. File Cabinets: Three (3)
 11. Bookshelf
- c. Dispatcher's Toilet 50 NSF
1. Direct access to Dispatch
 2. Handicap accessible/ Unisex
 3. Wall mount telephone

d. Communications Equipment Room/ MIS 160 NSF

1. Proximity to Dispatch Center
2. E911 system/ equipment
3. Telephone system/ equipment/ backboard
4. Integrated Electronic Security System/ CCTV Head end
5. In-House data/ network server with worktable and monitor (Optional)
6. Future conduits to Dispatch Center
7. Dedicated 24/7 AC system
8. UPS system

f. Radio Room 70 SF

1. Proximity to on-site Antennas (possibly Building mounted)
2. Secure location for Base Station equipment
3. Climate controlled
4. Additional (future) conduits to Dispatch Center

4. Police Administration

a. Chief of Police 180 NSF

1. Adjacent to Open/ Clerical Office
2. Adjacent to Administrative Conference Room
3. Coat/ Storage closet
4. Large Desk/ Workstation
5. Natural light
6. Small meeting table/ seats four (4)
7. File storage: (2) file cabinets
8. Computer/ Printer
9. Telephone/ Data/ CATV

b. Open/ Clerical Office 200 NSF

1. Adjacent to Lobby
2. Adjacent to Police Chief
3. Proximity to Records
4. Waiting area in the Lobby
5. Dutch Door or Transaction Window with counter in Lobby
6. One (1) workstation position. (1) Future
7. Visitor's Chairs for two (2)
8. Computer/ Printer
9. Work area and counter
10. File storage 4-6 file cabinet
11. Telephone/ Fax / Data
12. Natural light
13. Coat rack

- c. Office Supplies/ Copy Center (Corridor Alcove) 50 NSF
1. Proximity to Open/ Clerical Office
 2. Locking Office Supply closet
 3. Copy machine and paper storage
 4. Work counter

5. Police Records

- a. Public Information Area N/A
1. Public requests will be handled by Dispatcher or Administration
 2. Public information available 9 a.m. to 5 p.m. only
- b. Active Files and Recent Records Area 80 NSF
1. Adjacent to Open/ Clerical Office
 2. Proximity to Copy Center/ work space
 3. File storage: 6-8 Cabinets
 4. High Density Mobile Storage System (future)
 5. Very high Structural live load
- c. Archived Record Storage Room 120 NSF
1. Secure/ Remote location possible
 2. Total letter files: approx. (8)
 3. Total legal files: approx. (8)
 4. Option: Boxed Record/ File Storage
 5. Floor live loading required: 150 lbs/sf.
 6. Possible Attic Location

6. Police Detectives

- a. Detective's Office N/A
1. Future space in a future expansion/ renovation
- b. Interview Room/ Overflow Work Space 80 NSF
1. Suspect, Witness and Victim Interview space
 2. Small private Meeting Space
 3. Small private Overflow Work Space/ Special Investigations
 4. One-way glazing for observation/ video (SAIN)
 5. Audio and visual (CCTV) recording
 6. Acoustic material on walls and ceiling
 7. Secured Access/ Egress
 8. Table and Chairs for four (4)
 9. Optional Joint Operation/ Investigation Office
 10. Telephone/ Data
 11. CCTV and Audio Monitoring
 12. Exterior firearm locker

7. Police Evidence

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1. Proximity to Booking
 2. Secure/ Restricted Access with recording feature
 3. One means of entry only
 4. Chemical resistant counter, sink and fume hood
 5. Countertop work space
 6. Secure Evidence Depository or locker
 7. Refrigerator/ Freezer
 8. Computer/ Printer
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- b. Evidence Storage 120 NSF
1. Direct access from Evidence Processing only
 2. Secure Evidence Storage
 3. Secure/ Restricted access with recording feature
 4. Gun Storage Lockers
 5. Secure Narcotics Storage Cabinet
 6. Refrigerator/ Freezer
- c. Bulk Evidence Storage N/A
1. See Garage/ Maintenance Bay
 2. See Exterior Storage/ Impound
 3. Possible Attic Storage

8. Police Booking/ Detention

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1. Direct access to Sallyport
 2. Proximity to Dispatch Center for Cell check
 3. Proximity to Evidence Processing/ Storage
 4. Secured access door to Sallyport
 5. Secured access door to Police corridor
 6. Pistol lockers at points of entry
 7. Group Holding pen with bench (optional)
 8. Booking counter with glazed barrier/ protection
 9. Countertop work surface for Fingerprinting and Intoxilizer
 10. Mugging camera on fixed mounting (60" to subject)
 11. Lock-Down bar at Booking counter
 12. Lock-Down bar near floor
 13. Secure computer workstation at Booking counter
 14. Panic/ Duress alarm
 15. Eliminate hard corners and edges
 16. Hose bib with mixing valve (secured) and floor drain
 17. Personal property lockers (4), half-size
 18. Abuse resistant stainless steel wall phone, local calls only

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1. Secure Interview Room
 2. Dual use as Matron's room and Attorneys Interview Room
 3. Fixed table and benches
 4. Safety vision panel for monitoring from Booking
 5. Hard, abuse resistant construction/ furniture
 6. CCTV and Audio Monitoring
 7. Lock-Down Bar at Bench
- c. Detention Cells 280 NSF
1. Adult: Two (2) male or female cell, handicap accessible
 - a. Separated by slight/ sound from booking
 - b. Optional Non-Status Juvenile cell
 2. Cell features:
 - a. Concrete bunk / seat
 - c. Security prison Lav / Toilet fixtures with suicide skirt
 - d. Impact resistant lighting
 - e. CCTV and audio surveillance
 - f. 72 SF minimum
 - g. Detention doors with food pass-through
- d. Status Juvenile Holding N/A
1. Temporary holding of Status Juvenile(s)
 2. Utilize Public Interview Room or Administrative Conference
- e. Storage/ Supplies 80 NSF
1. Detention/ Booking Equipment and supplies
 2. Future cell option

9. Police Sallyport

- a. Sallyport 400 NSF
1. Direct access to Prisoner Processing
 2. Accommodate one (1) vehicle
 3. Van/ Ambulance accessible
 4. Floor drain and tight tank
 5. CCTV and audio monitoring
 6. Dispatcher controlled overhead doors
 7. Hose bib
 8. Pistol locker at Booking Room door
 9. CO Exhaust fan
 10. Emergency eye wash

- b. Vehicle Garage/ Storage 560 NSF
1. Accommodate two (2) vehicle
 2. Automobile Evidence Processing
 3. Vehicle/cruiser Maintenance
 4. Vehicle/cruiser Washbay
 5. Secure Vehicle Impound
 6. Security fence separation to Sallyport
 7. Floor drain and tight tank
 8. Hose Bib
 9. Temporary dog/ animal (pet) kennel
- c. Bulk Evidence Storage 120 NSF
1. Secure/ gated storage area
 2. Bulk evidence, bicycles, miscellaneous property
- d. Vehicle Supply 50 NSF
1. Secure/ gated storage area
 2. Vehicle/ Patrol Supplies
 3. Medical Supplies for Cruisers

10. Police Patrol

- a. Briefing/ Roll Call N/A
1. See Meeting Room/ Training Room (Large Briefings)
 2. See Squad Room (Roll Call)
- b. Squad Room/ Report Preparation 180 NSF
1. Proximity to
 2. Proximity to Records
 3. Work Stations: three (3) shared
 4. Typing and word processing
 5. Meeting Table and Chairs (4)
 6. File Storage: Six (6) File Cabinets
 7. Forms storage shelving
 8. Research Law Library/ shelving
 9. Tack board, marker board
 10. Mailboxes: 10
 11. Telephone/ Data (3)
 12. CATV

- d. Equipment Storage Closet 60 NSF
1. Adjacent to Supervisor's Office
 2. Adjacent to Squad Room
 3. Patrol and Tactical gear
 4. General Equipment Storage
- e. Armory 60 SF
1. Proximity to Supervisor's Office
 2. Proximity to Squad Room
 3. Gun cleaning counter with exhaust hood/light
 4. Gun cleaning station
 5. Chemical resistant countertop
 6. Firearm storage lockers
 7. Ammunition storage lockers
 8. Secured access to room
- f. Locker Rooms 480 NSF
1. Male Lockers: 8 to 10, Future 6 to 8 Lockers
 2. Female Lockers: 2
 3. Locker sizes:
 - a. 24" w. x 24"d. x 60" h. with support bench
 4. Male showers:
 - a. Individual: (1), Non-Handicap Accessible
 5. Female Showers:
 - a. Individual: One (1), Non-Handicap Accessible
 6. Sink: 1 lavatory at male/ female
 7. Toilet/ Urinal: Per code
 8. Full height mirrors
 9. Electrical receptacles in locker / shelf (re-charging equipment)
 10. Locking Gun Cabinet in Locker
- g. Kitchen/ Break Room **Shared: 180 NSF**
1. Shared area with Police and Dispatch and adjacent to Dispatch
 2. Proximate to Squad Room
 3. Kitchenette with sink, refrigerator and microwave
 4. Table / Seating: (4)

11. Fire Administration

- a. Fire Chief 180 NSF
4. Direct Access to Administrative Assistant/ Officers
 5. Private Meeting and Workspace
 6. Coat/ Storage closet
 7. Natural light
 8. Large Desk
 1. Computer/ Printer
 2. File Storage: (2) File Cabinets
 3. Small meeting table/ seats four (4)
 4. Telephone/Data/CATV
 5. Radio interface/connection
- b. Administrative Assistant/ Officer's (Open Office) 200 NSF
14. Direct access to Entrance
 15. Direct access to Fire Chief
 16. Clerical work area and window transaction counter for Fire Permit applications
 17. Shared Clerical (Administrative Assistant/ Officers Work Space
 18. Plan/ Work Table for Inspector/ Prevention workstation
 19. Visitor Chairs: Two (2)
 20. Copy Machine
 21. Office Supply Storage
 22. Internal/ Staff Mailboxes
 23. Fax Machine
 24. File Storage: 4-6 file cabinets
 25. Telephone/Data
- c. Fire Officer's N/A
5. See Administrative Assistant/ Officers
- d. Conference Room/ Future Office 160 SF
1. Direct Access to Administrative Assistant/ Officer's
 6. Direct access to Fire Chief
 7. Administrative Conference/ Meeting Area
 8. Shared/ Overflow and Temporary Office
 9. Future Officer/ Staff Office
 10. Conference table/ Seating: 8
 11. Telephone/ Data

12. Apparatus Bays/ Service Areas

- a. Apparatus Room 6400 NSF
1. Adjacent to SCBA/ Workroom
 2. Adjacent to Laundry/ Shower Room
 3. Adjacent to Storage Room
 4. Eight (8) bays 20 ft. x 40 ft. ea. Drive-through
 5. Hydronically heated Apparatus slab
 6. Turn Out Gear in separate area
 7. Turn Out Gear Rack space
 8. Hose Storage racks
 9. Flammable Liquid Storage in lockers
 10. Floor drains to Oil/ Water Separator Holding tank
 11. Local and RF remote controlled overhead doors (14ft. x 14ft.)
 12. Hose bibs
 13. Apparatus exhaust capture system
 14. Overhead compressed air (reels)
 15. Overhead electrical power (reels)
 16. Ceiling fans for energy efficiency
 17. Remote radio interface/ connection
 18. Maps, tack board and marker board
 19. **Two (2) Bays (1,600 NSF) optional future Construction / Addition**
- b. SCBA/ Work Room 130 NSF
1. Adjacent to Apparatus Bays
 2. SCBA Filling Station
 3. SCBA Test/ Calibration and Cleaning
 4. Work bench and Utility Sink
 5. Tool Crib
- c. Laundry 60 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Shower
 3. Washer/ Extractor and Dryer for Turn Out Gear
 4. Utility/ Janitor Sink
 5. Floor drain
 6. May combine with Shower Room (Decon)
- d. Shower Room 50 NSF
1. Adjacent to Apparatus Bays
 2. Adjacent to Laundry
 3. Shower Area for (2) to clean Turn-Out Gear
 4. May combine with Laundry
- e. Storage Room 200 NSF
1. Adjacent to Apparatus Bays
 2. Secure Storage Area
 3. Vehicle/Apparatus equipment and supplies
 4. Locking Storage cabinets for Hazardous Material Storage

13. Fire Staff Facilities

- a. Emergency Dorm 500 NSF
1. Proximity to Apparatus Room
 2. Proximity to Lavatory/ Shower
 3. Locate in quiet area (if possible)
 4. Fire Personnel Bunk space during Emergencies and Storms
 5. Shared bunk space for Six (6)
 6. Future Ambulance/EMT Bunk space for two (2)
 7. Acoustically insulated walls
 8. Lockers: (Future)
 9. Emergency responders. Dorm space during emergencies/ weather etc.
 10. **Optional future construction/ renovation or addition**
- b. Lavatory/ Showers/ Lockers (Future) 1,440 NSF
1. Proximity to Apparatus Room
 2. Male Showers:
 - a. One (1) Non-Handicapped Accessible
 4. Female Showers:
 - a. One (1) Non-Handicapped Accessible
 5. Sink: One (1) sink per Male/Female
 5. Toilet/ Urinal: Per Code
 6. Male Lockers: 45 to 50 (Fire and EMT's)
 7. Female Lockers: 8 to 10 (Fire and EMT's)
 8. **Optional future construction/ renovation or addition for shower / lockers**
- c. Physical Training/ Equipment Room (Future) **Shared: 400 NSF**
1. Proximity to Lockers and Showers
 2. Separation from Public/ Visitor areas
 3. Ceiling clearance for Weight lifting and Cardio equipment
 4. Drinking fountain or bottled water
 5. Athletic cushioned rubber flooring
 6. CATV
 7. Natural Light
 8. Training equipment (by others)
 9. **Optional future construction/ renovation or addition**
- e. Day Room (Future) 200 NSF
5. Proximate to Physical Training
 6. Proximity to Dorm/Bunks
 7. Comfortable seating for 6-8
 8. Table and Seating for 4
 9. CATV/Telephone/Data
 10. Natural light
 11. Tackboard
 12. Option: Add Kitchenette
 13. Option: Radio Interface Connection
 14. **Optional future construction/ renovation or addition**

14. Emergency Management Services

- a. Emergency Management Office **130 NSF**
6. Proximate to Lobby
 7. Low security location for Civilian position
 8. Accessed from Fire Department Corridor
 9. Shared Workspace for Two (2)
 10. Office and File/Equipment storage space
- b. Storage Room **70 NSF**
1. Adjacent to Emergency Management Office
 2. Storage of Emergency Equipment and Supplies
 3. Exterior access preferred

15. Mechanical/ Electrical

- a. Janitor/ Custodial Supplies **Shared: 60 NSF**
1. Mop/ utility sink
 2. Custodial/ building supply storage/ shelving
- b. Mechanical/HVAC Equipment **Shared: 250 NSF**
1. Gas Fired Duct Furnace with DX Cooling
 2. Ducted supply and ducted returns
 3. Energy Management Temperature controls
 4. Exterior wall location for ventilation
 5. Compressed air system
 6. Domestic water will, pump and tank storage
 7. Hot water heater; Option: Instantaneous water heaters at lavs./ showers
 8. Hydronic heated Apparatus Slab
 9. Possible sanitary system pump
 10. Possible Attic/ Mezzanine location for HVAC Equipment
 11. Option: Combine with Janitor's Room
- c. Fire Suppression **N/A**
1. Required in Buildings greater than 12,000 S.F.
 2. Not required in Building with fire walls with less than 12,000 S.F. areas
 3. Requires Fire Water Tank, Fire Pump and Emergency Generator
- d. Electrical Room **Shared: 140 NSF**
1. Adjacent to electrical service entrance
 2. Proximity to exterior wall
 3. Proximity to standby generator
 4. Normal building power switchgear
 5. Standby building power switchgear
 6. Automatic Transfer Switch

15. Mechanical/ Electrical (Cont.)

- e. Standby Generator **Shared: Exterior**
1. Automatic exercising controls (Dispatch Center)
 2. Natural Gas and/or Lp Gas fired generator (Option: Diesel fuel)
 3. Within Secure Fence, see exterior Storage/ Impound

16. SUMMARY

a.	Net Public Areas	200	NSF
b.	Net Police Dept. Areas	3,570	NSF
c.	Net Emergency Communications Areas:	610	NSF
d.	Net Fire Department Areas:	9,640	NSF
e.	Net Emergency Management Service Areas:	200	NSF
f.	Net Shared Areas:	<u>2,030</u>	<u>NSF</u>

Subtotal Public Safety Area: 16,250 NSF

Net S.F. to Gross S.F. Ratio (assume + 27%): x 1.27

- g. **TOTAL GROSS OPTIMAL PUBLIC SAFETY FACILITY AREA: 20,640 Gross Sq. Ft.**

17. VALUE ENGINEERED OPTION

- a. Reduce overall building area by postponing construction of identified optional spaces:
- | | | | |
|----|------------------------|--------------|------------|
| 1. | Two (2) Apparatus Bays | 1,600 | NSF |
| 2. | Emergency Dorm | 500 | NSF |
| 3. | Fire shower/ lockers | 1,240 | NSF |
| 4. | Physical training | 400 | NSF |
| 5. | Fire Day Room | <u>200</u> | <u>NSF</u> |
| | Subtotal: | 3,940 | NSF |
6. Deduct 3,940 NSF from 16,250 NSF = 12,310 NSF
- b. **Revised Total Value Engineered Area: 12,310 NSF x 1.27 (%)= 15,630 GSF**

18. Site

- a. Site _____ N/A
1. Public Parking Spaces: Approx. 6 to 8
 - a. Community Meeting Room (Option): Add 20 spaces
 2. Police/ Communications Personnel Parking Spaces: Approx. 8 - 10 spaces
 - a. Optional Carport for Police Cruisers
 3. Fire EMT/Personnel Parking Spaces: Approx. 40 spaces
 4. Exterior Storage/ Impound
 - a. Bulk exterior storage within fenced yard
 - b. Large gate for Automobile Access/ Impounding (Police)
 - c. Standby Generator
 - d. Exterior A/C condensing units
 5. On-site sanitary absorption system
 6. On-site potable well/ pump
 7. Dumpster: 5 YD on concrete pad
 - a. Option: Disposal Vendor's Barrels

PUBLIC SAFETY FACILITIES FEASIBILITY STUDY ASHBY, MA

SITE DATA

EXISTING ASSESSOR'S DATA FOR TOWN OWNED SITES AND BUILDINGS

- Legion and Grange Hall
- Landfill
- Historic Society (Former Firehouse)
- Library
- Highway Barn
- Maja Hall

TOWN OWNED FIRE STATION SITE

- Assessor's Plan
- Satellite Photograph
- USGS 3D Topographic Map
- DEP Wetlands Map
- Natural Heritage and Endangered Species Biomap
- DEP Title 5 Setback Areas Map

PARCEL_ID: 012/009.0-0013-0000.0 MAP 009.0

BLOCK 0013

LOT 0000.0

PARCEL ADDRESS: 35 NEW IPSWICH ROA

as of: 12/11

PARCEL INFORMATION		Use-Code:	905	Sale Price:	Book:
Owner#1: ASHBY, TOWN OF: LEGION, GRANGE Owner#2: LEGION & GRANGE HALL Address#1: PO BOX 234 Address#2: ASHBY MA 01431-0155 USA	Tax Class:	T	Sale Date:	Page:	
	Tot Fin Area:	6374	Sale Type:	Cert/Doc:	
	Tot Land Area:	0.3	Sale Valid:		
			Grantor:		
	Inspect Date:		Road Type:	T	Exempt-B/L%: /
	Meas Date:		Rd Condition:	P	Resid-B/L%: /
	Entrance:		Traffic:	L	Comm-B/L%: /
	Collect ID:		Water:	IW	Indust-B/L%: /
	Inspect Reas:		Sewer:	SP	Open Sp-B/L%: /

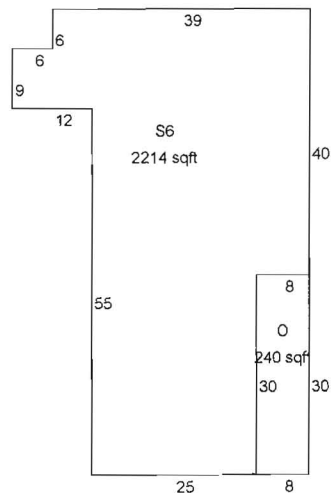
COMMERCIAL SECTIONS/GROUPS																			
Section:				Section:				Section:				Section:							
ID	Use-Code			ID	Use-Code			ID	Use-Code			ID	Use-Code						
101	353			201	353														
Category:	7			Category:	7			Category:				Category:							
Grnd-FI-Area:	2214			Grnd-FI-Area:	2080			Grnd-FI-Area:				Grnd-FI-Area:							
Story Height:	1			Story Height:	10			Story Height:				Story Height:							
Bldg-Class:	D			Bldg-Class:	D			Bldg-Class:				Bldg-Class:							
Yr-Built:	1900			Yr-Built:	1900			Yr-Built:				Yr-Built:							
Eff-Yr-Built:				Eff-Yr-Built:				Eff-Yr-Built:				Eff-Yr-Built:							
Cost Bldg:	40900			Cost Bldg:	76800			Cost Bldg:				Cost Bldg:							
Groups:				Groups:				Groups:				Groups:							
Id	Cd	B-FL-A	Firs	Unt	Id	Cd	B-FL-A	Firs	Unt	Id	Cd	B-FL-A	Firs	Unt	Id	Cd	B-FL-A	Firs	Unt
1	630	2214	1	1	1	630	2080	2	1										

LAND INFORMATION									
NBHD CODE: 1			NBHD CLASS:			ZONE: R		R	
Seg	Type	Code	Method	Sq-Ft	Acres	Influ-1/2/3	Value	Class	
1	P	905	S	13068	0.3	80/	80282	N	

DETACHED STRUCTURE INFORMATION										
Str	Unit	Msr-1	Msr-2	E-YR-Blt	Grade	Cond	%Good	P/F/E/R	Cost	Class

VALUATION INFORMATION					
Current Total:	198000	Bldg:	117700	Land:	80300
Prior Tot:	198000	Bldg:	117700	Land:	80300
		MktLnd:	80300		
		MktLnd:	80300		

SKETCH



PHOTO



35 NEW IPSWICH ROAD

PARCEL_ID: 012/005.0-0028-0000.0 MAP 005.0

BLOCK 0028

LOT 0000.0

PARCEL ADDRESS: 1140 GREENVILLE ROAD

as of: 12/11

PARCEL INFORMATION

Use-Code: 903 Sale Price: 20000 Book: 12488
 Tax Class: T Sale Date: 7/30/1973 Page: 467
 Tot Fin Area: 0 Sale Type: L Cert/Doc:
 Tot Land Area: 90.44 Sale Valid: Y
 Grantor: DELLASANTA & LAFLEY

Owner#1: ASHBY, TOWN OF: LANDFILL
 Owner#2: LANDFILL
 Address#1: 895 MAIN ST
 Address#2: ASHBY MA 01431 USA

Inspect Date: Road Type: H Exempt-B/L%: /
 Meas Date: Rd Condition: P Resid-B/L%: /
 Entrance: Traffic: L Comm-B/L%: /
 Collect ID: Water: IW Indust-B/L%: /
 Inspect Reas: Sewer: SP Open Sp-B/L%: /

COMMERCIAL SECTIONS/GROUPS

Section:		Section:		Section:		Section:			
ID	Use-Code	ID	Use-Code	ID	Use-Code	ID	Use-Code		
Category:		Category:		Category:		Category:			
Grnd-FI-Area:		Grnd-FI-Area:		Grnd-FI-Area:		Grnd-FI-Area:			
Story Height:		Story Height:		Story Height:		Story Height:			
Bldg-Class:		Bldg-Class:		Bldg-Class:		Bldg-Class:			
Yr-Built:		Yr-Built:		Yr-Built:		Yr-Built:			
Eff-Yr-Built:		Eff-Yr-Built:		Eff-Yr-Built:		Eff-Yr-Built:			
Cost Bldg:		Cost Bldg:		Cost Bldg:		Cost Bldg:			
Groups:		Groups:		Groups:		Groups:			
<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Flrs</u>	<u>Unt</u>	<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Flrs</u>	<u>Unt</u>

LAND INFORMATION

NBHD CODE: 2		NBHD CLASS:		ZONE:		RA		
Seg	Type	Code	Method	Sq-Ft	Acres	Influ-1/2/3	Value	Class
1	P	903	S	80000	1.84	N	95200	N
2	R	903	A		88.6	N	354400	N

DETACHED STRUCTURE INFORMATION

Str	Unit	Msr-1	Msr-2	E-YR-Blt	Grade	Cond	%Good	P/F/E/R	Cost	Class
AN	F	150		2003	A	A	///98		127200	1

VALUATION INFORMATION

Current Total:	576800	Bldg:	127200	Land:	449600	MktLnd:	449600
Prior Tot:	576800	Bldg:	127200	Land:	449600	MktLnd:	449600

SKETCH

PHOTO

PARCEL_ID: 012/010.0-0003-0001.0 MAP 010.0

BLOCK 0003

LOT 0001.0

PARCEL ADDRESS: 846 MAIN STREET

as of: 12/11

PARCEL INFORMATION

Use-Code: 903	Sale Price: 20000	Book: 14505
Tax Class: T	Sale Date: 1/5/1982	Page: 512
Tot Fin Area:	Sale Type: P	Cert/Doc:
Tot Land Area: 0.2	Sale Valid: E	Grantor:
Inspect Date: 11/3/2006	Road Type: H	Exempt-B/L%: /
Meas Date: 11/3/2006	Rd Condition: P	Resid-B/L%: /
Entrance: X	Traffic: M	Comm-B/L%: /
Collect ID: DM	Water: IW	Indust-B/L%: /
Inspect Reas: C	Sewer: SP	Open Sp-B/L%: /

Owner#1: ASHBY, TOWN OF: HISTORIC SOCIETY
 Owner#2:
 Address#1: 895 MAIN ST
 Address#2: ASHBY MA 01431 USA

COMMERCIAL SECTIONS/GROUPS

Section:					Section:					Section:					Section:					
ID	Use-Code	ID	Use-Code		ID	Use-Code	ID	Use-Code		ID	Use-Code	ID	Use-Code		ID	Use-Code	ID	Use-Code		
101	360																			
Category:	7	Category:			Category:		Category:			Category:		Category:			Category:		Category:			
Grnd-FI-Area:	1466	Grnd-FI-Area:			Grnd-FI-Area:		Grnd-FI-Area:			Grnd-FI-Area:		Grnd-FI-Area:			Grnd-FI-Area:		Grnd-FI-Area:			
Story Height:	9	Story Height:			Story Height:		Story Height:			Story Height:		Story Height:			Story Height:		Story Height:			
Bldg-Class:	D	Bldg-Class:			Bldg-Class:		Bldg-Class:			Bldg-Class:		Bldg-Class:			Bldg-Class:		Bldg-Class:			
Yr-Built:	1898	Yr-Built:			Yr-Built:		Yr-Built:			Yr-Built:		Yr-Built:			Yr-Built:		Yr-Built:			
Eff-Yr-Built:		Eff-Yr-Built:			Eff-Yr-Built:		Eff-Yr-Built:			Eff-Yr-Built:		Eff-Yr-Built:			Eff-Yr-Built:		Eff-Yr-Built:			
Cost Bldg:	10200	Cost Bldg:			Cost Bldg:		Cost Bldg:			Cost Bldg:		Cost Bldg:			Cost Bldg:		Cost Bldg:			
Groups:					Groups:					Groups:					Groups:					
<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Firs</u>	<u>Unt</u>	<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Firs</u>	<u>Unt</u>	<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Firs</u>	<u>Unt</u>	<u>Id</u>	<u>Cd</u>	<u>B-FL-A</u>	<u>Firs</u>	<u>Unt</u>	
1		217	738	2	1															
2		217	696	1	1															

LAND INFORMATION

NBHD CODE: 1			NBHD CLASS:			ZONE:		RC	
Seg	Type	Code	Method	Sq-Ft	Acres	Influ-1/2/3	Value	Class	
1	P	903	S	8712	0.2	N	96186	N	

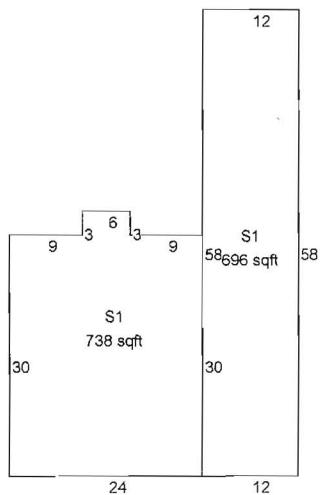
DETACHED STRUCTURE INFORMATION

Str	Unit	Msr-1	Msr-2	E-YR-Blt	Grade	Cond	%Good	P/F/E/R	Cost	Class

VALUATION INFORMATION

Current Total:	106400	Bldg:	10200	Land:	96200	MktLnd:	96200
Prior Tot:	106400	Bldg:	10200	Land:	96200	MktLnd:	96200

SKETCH



PHOTO



846 MAIN STREET

PARCEL_ID: 012/010.0-0030-0000.0 MAP 010.0

BLOCK 0030

LOT 0000.0

PARCEL ADDRESS: 812 MAIN STREET

as of: 12/11

PARCEL INFORMATION

Use-Code: 903 Sale Price: 1 Book: 2937
Tax Class: T Sale Date: 1/9/1900 Page: 481
Tot Fin Area: 5970 Sale Type: P Cert/Doc:
Tot Land Area: 2.86 Sale Valid:
Grantor: BROOKE

Owner#1: ASHBY, TOWN OF
Owner#2: LIBRARY BUILDING
Address#1: PO BOX 279
Address#2: ASHBY MA 01431 USA

Inspect Date: 8/2/2006 Road Type: H Exempt-B/L%: /
Meas Date: 8/2/2006 Rd Condition: P Resid-B/L%: /
Entrance: X Traffic: M Comm-B/L%: /
Collect ID: HMS Water: IW Indust-B/L%: /
Inspect Reas: P Sewer: SP Open Sp-B/L%: /

COMMERCIAL SECTIONS/GROUPS

Section:		Section:		Section:		Section:			
ID	Use-Code	ID	Use-Code	ID	Use-Code	ID	Use-Code		
101	369	102	369						
Category:	4	Category:	4	Category:		Category:			
Grnd-FI-Area:	1990	Grnd-FI-Area:	3864	Grnd-FI-Area:		Grnd-FI-Area:			
Story Height:	1	Story Height:	2	Story Height:		Story Height:			
Bldg-Class:	B	Bldg-Class:	C	Bldg-Class:		Bldg-Class:			
Yr-Built:	1901	Yr-Built:	1901	Yr-Built:		Yr-Built:			
Eff-Yr-Built:	1976	Eff-Yr-Built:	1976	Eff-Yr-Built:		Eff-Yr-Built:			
Cost Bldg:	321000	Cost Bldg:	526900	Cost Bldg:		Cost Bldg:			
Groups:		Groups:		Groups:		Groups:			
Id	Cd	B-FL-A	Flrs	Unt	Id	Cd	B-FL-A	Flrs	Unt
1	470	1990	1	1	1	470	3864	2	1
2	471	1990	1	1					

LAND INFORMATION

NBHD CODE: 1		NBHD CLASS:		ZONE:			R	
Seg	Type	Code	Method	Sq-Ft	Acres	Influ-1/2/3	Value	Class
1	P	903	S	40000	0.918	N	104800	N
2	R	903	A	84506	1.94	N	7760	N

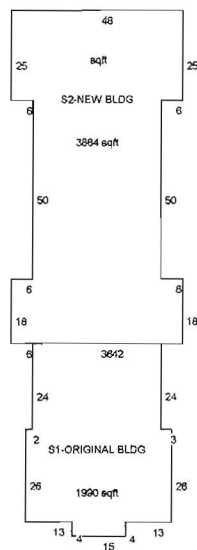
DETACHED STRUCTURE INFORMATION

Str	Unit	Msr-1	Msr-2	E-YR-Blt	Grade	Cond	%Good	P/F/E/R	Cost	Class

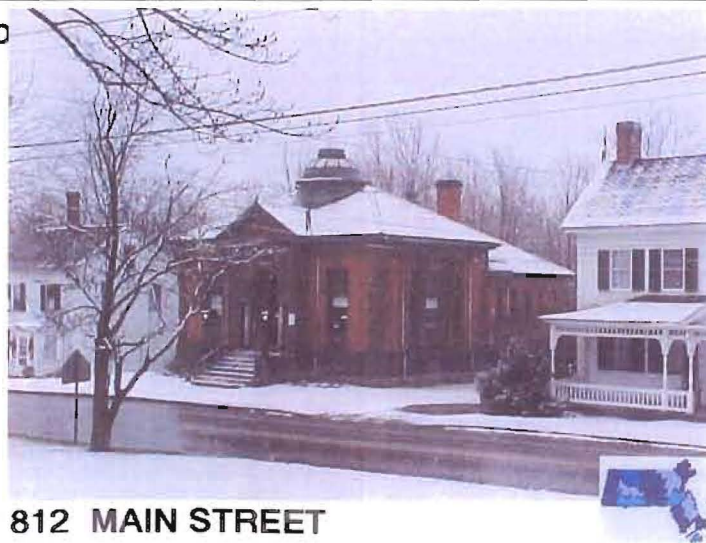
VALUATION INFORMATION

Current Total:	960500	Bldg:	847900	Land:	112600	MktLnd:	112600
Prior Tot:	1005000	Bldg:	892400	Land:	112600	MktLnd:	112600

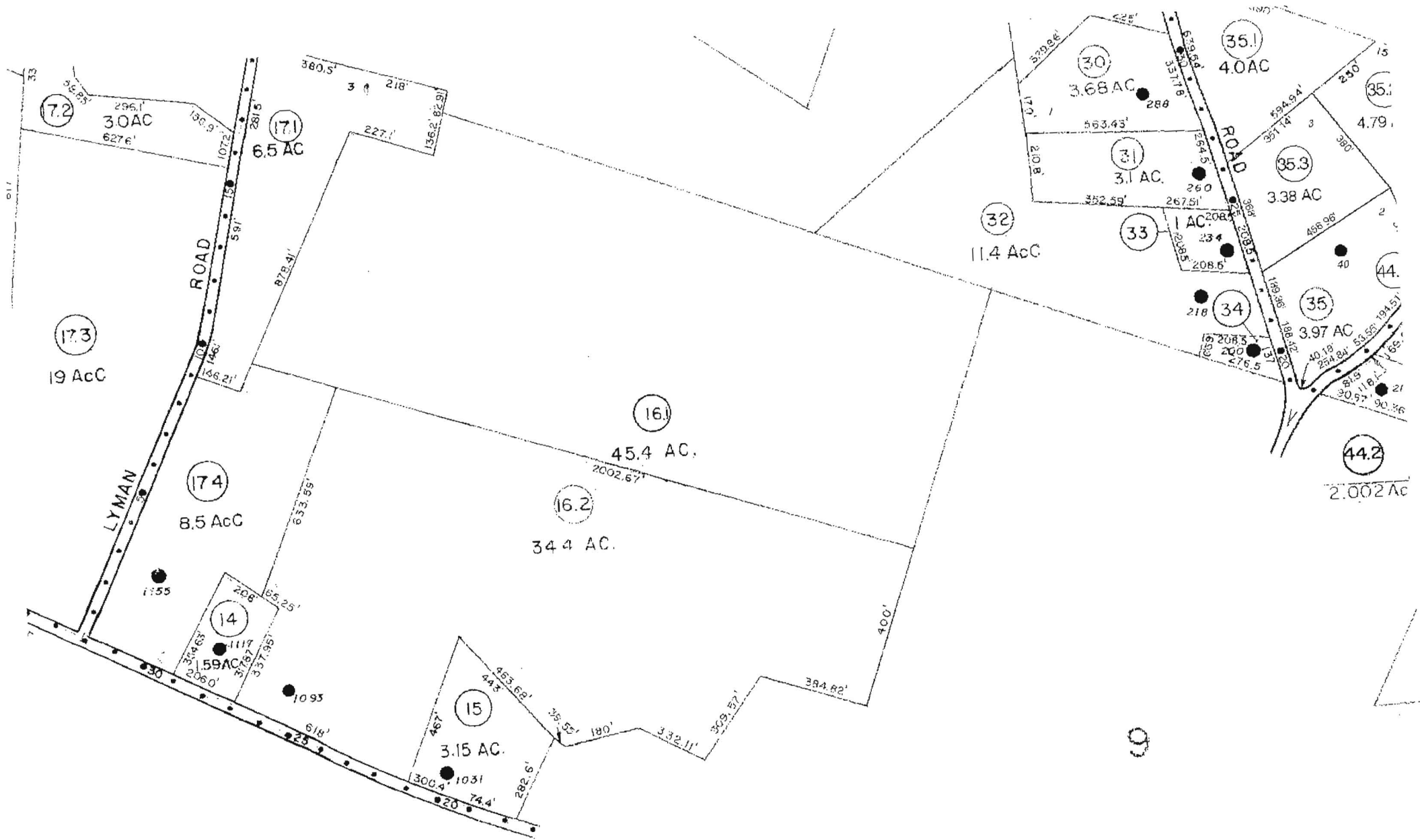
SKETCH



PHOTO



812 MAIN STREET





Address **1093 Main St**
Ashby, MA 01431

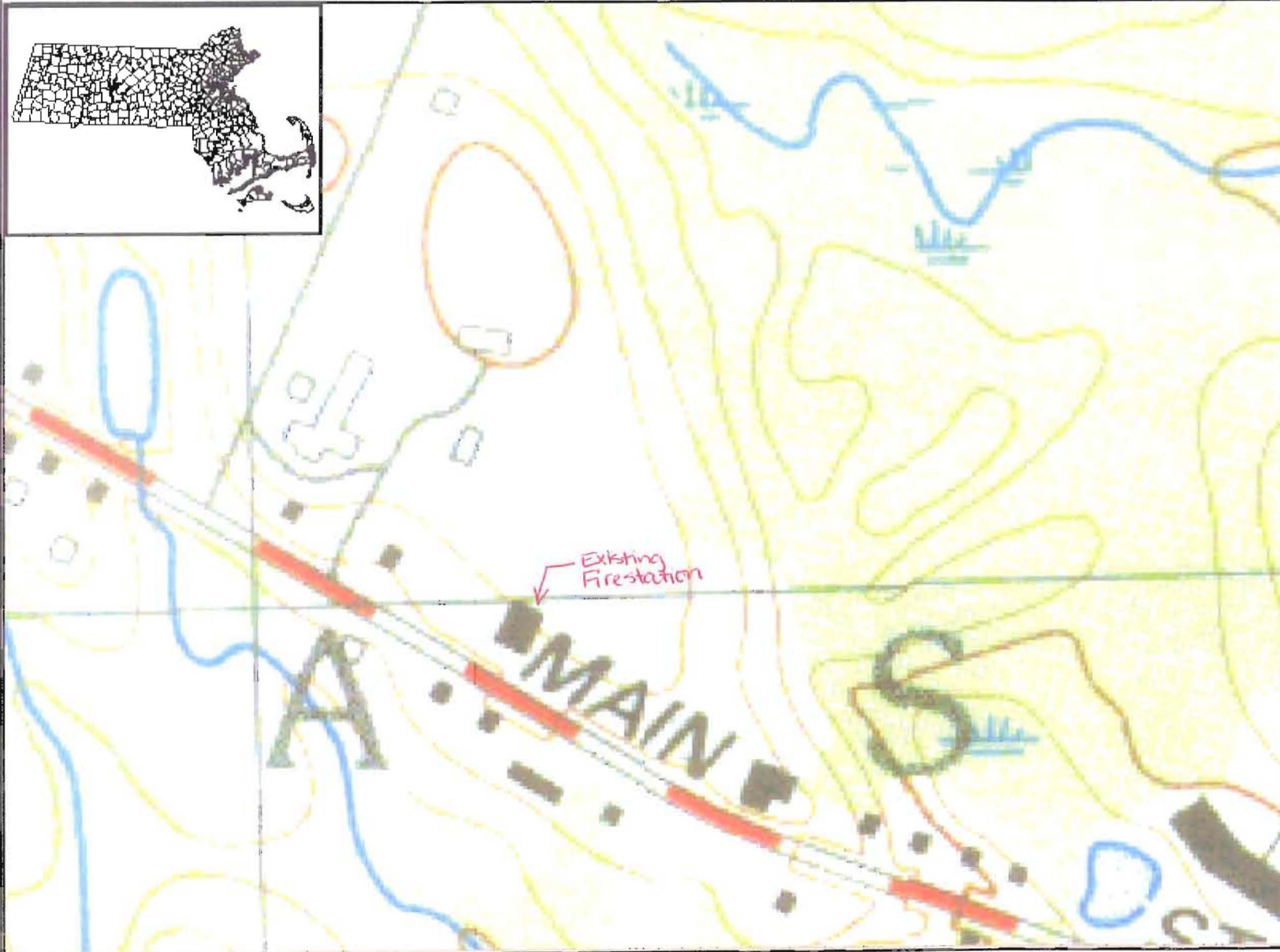
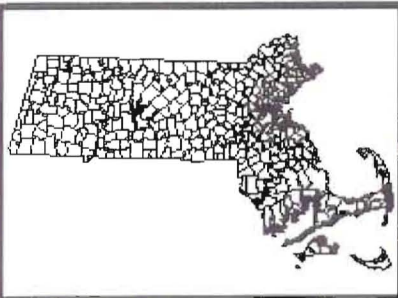




USGS 3D Topographic Maps

About the Photos





Topographic map is from SDE. Images will draw only when scale bar reads 1.3 miles or less. Shaded relief will not draw at very close scales.










Ashby

Tools to Use with the Map

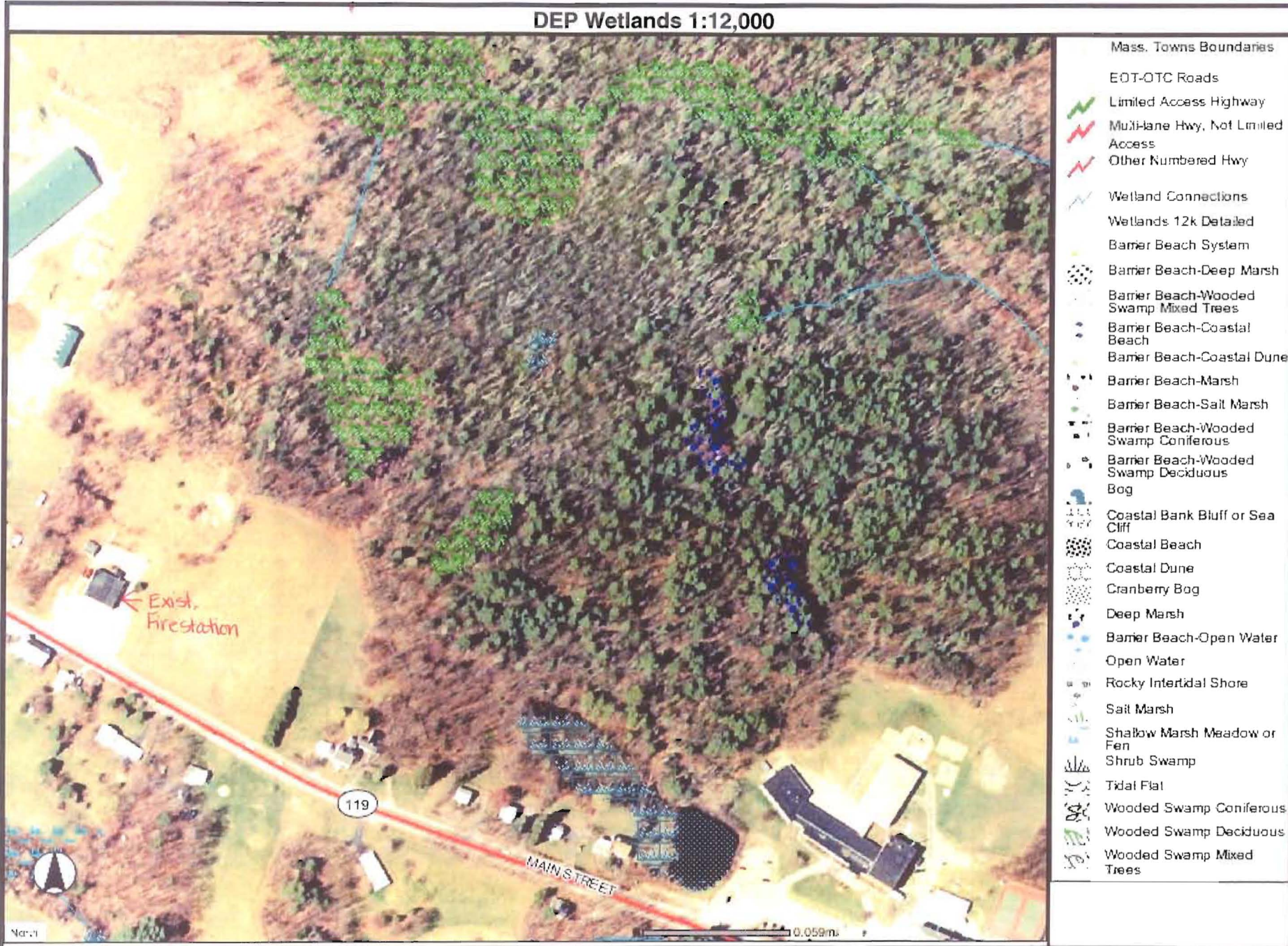
Click on an icon below, then perform action with mouse on map. Red square indicates active tool.

-  Click the map or draw a box to zoom in
-  Click the map or draw a box to zoom out
-  Drag the map to pan
-  Click on the map to get latitude and longitude

Next 9 icons: action happens when icon is clicked.

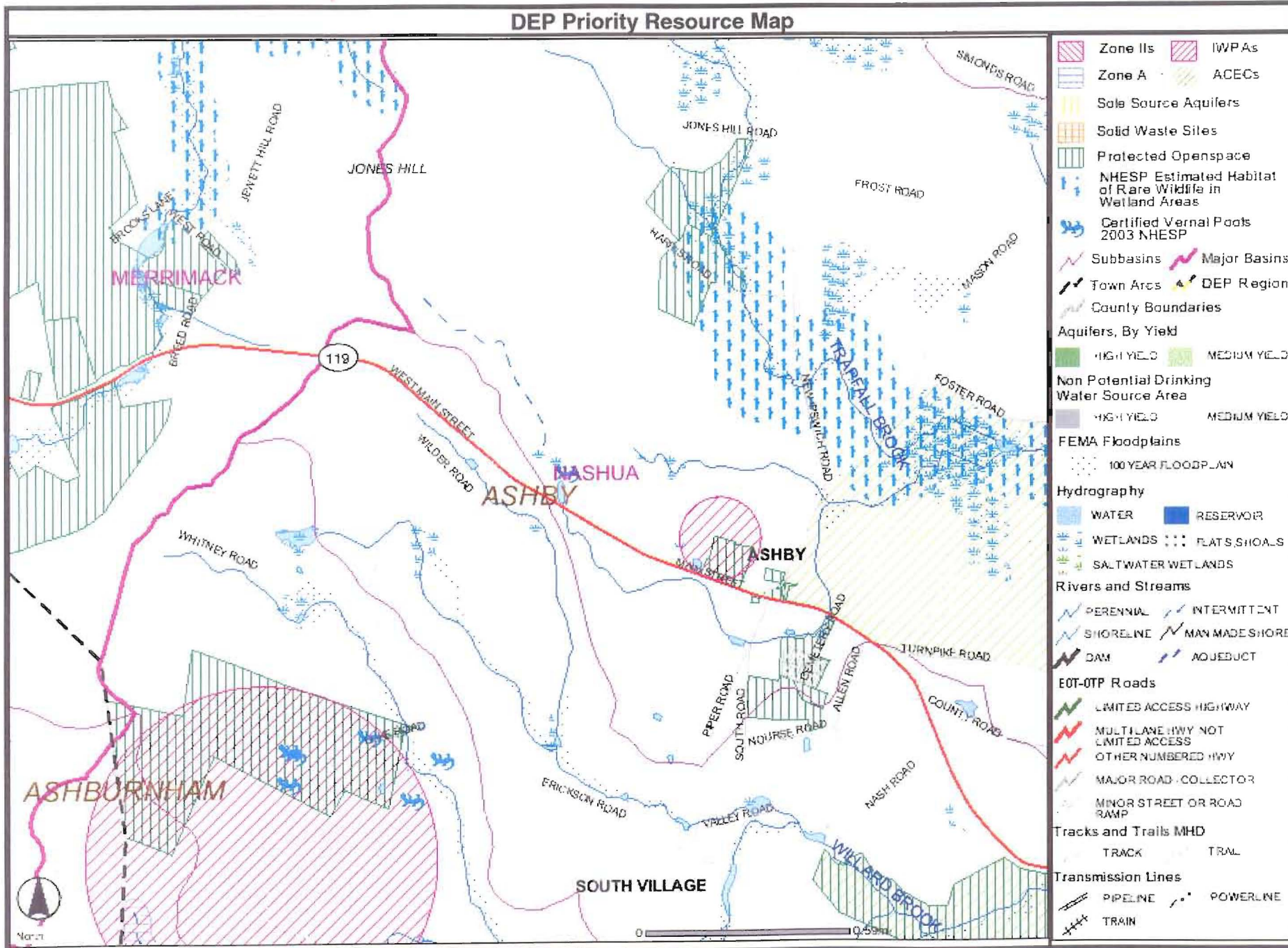
-  Zoom all the way out
-  Move the map North
-  Move the map South
-  Move the map West
-  Move the map East
-  Clear the address marker
-  Find an address. Enter into the form either a street address and a 5 digit ZIP code

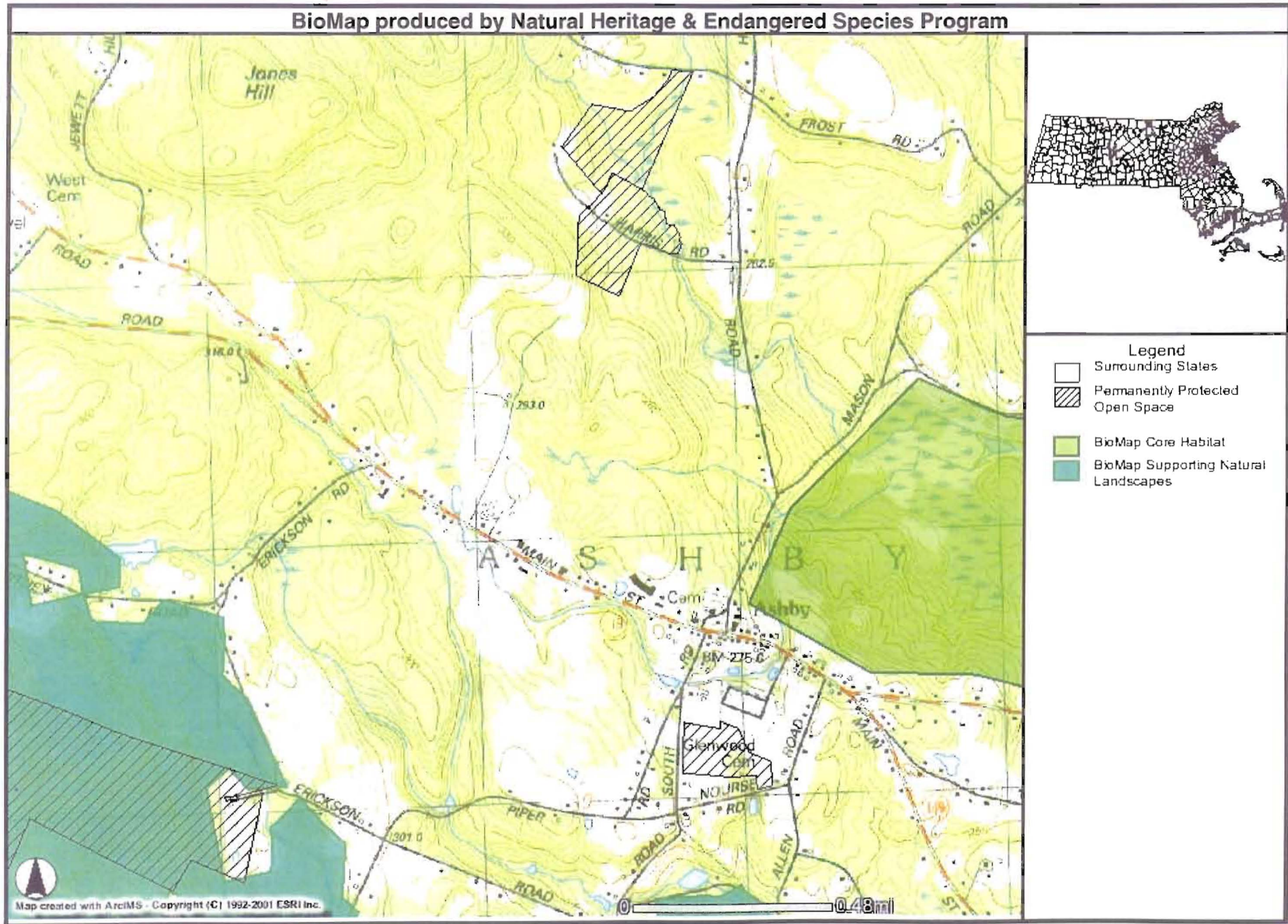
DEP Wetlands 1:12,000



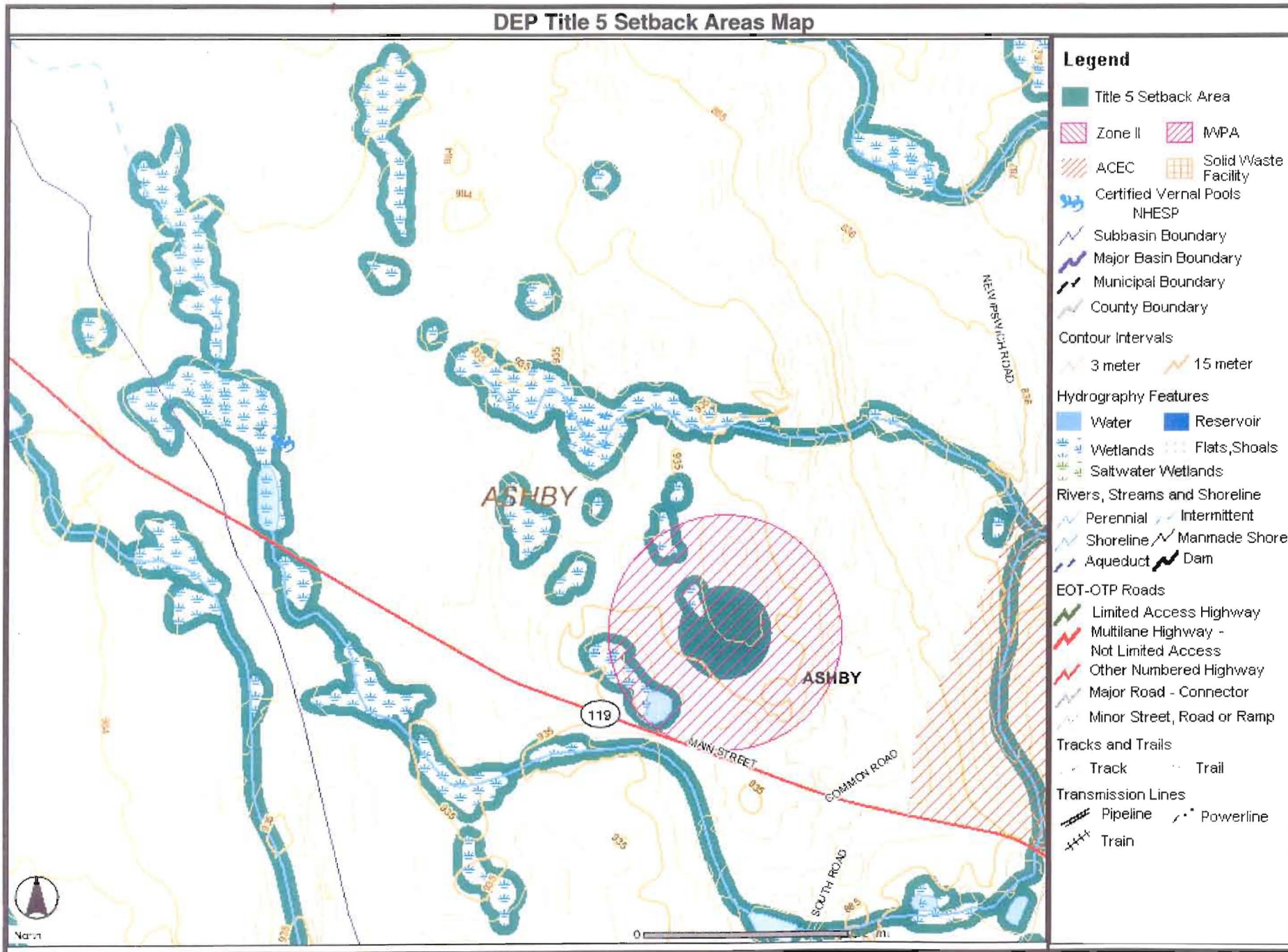
- Mass. Towns Boundaries
- EOT-OTC Roads
- Limited Access Highway
- Multi-lane Hwy, Not Limited Access
- Other Numbered Hwy
- Wetland Connections
- Wetlands 12k Detailed
- Barrier Beach System
- Barrier Beach-Deep Marsh
- Barrier Beach-Wooded Swamp Mixed Trees
- Barrier Beach-Coastal Beach
- Barrier Beach-Coastal Dune
- Barrier Beach-Marsh
- Barrier Beach-Salt Marsh
- Barrier Beach-Wooded Swamp Coniferous
- Barrier Beach-Wooded Swamp Deciduous
- Bog
- Coastal Bank Bluff or Sea Cliff
- Coastal Beach
- Coastal Dune
- Cranberry Bog
- Deep Marsh
- Barrier Beach-Open Water
- Open Water
- Rocky Intertidal Shore
- Salt Marsh
- Shallow Marsh Meadow or Fen
- Shrub Swamp
- Tidal Flat
- Wooded Swamp Coniferous
- Wooded Swamp Deciduous
- Wooded Swamp Mixed Trees

DEP Priority Resource Map





DEP Title 5 Setback Areas Map



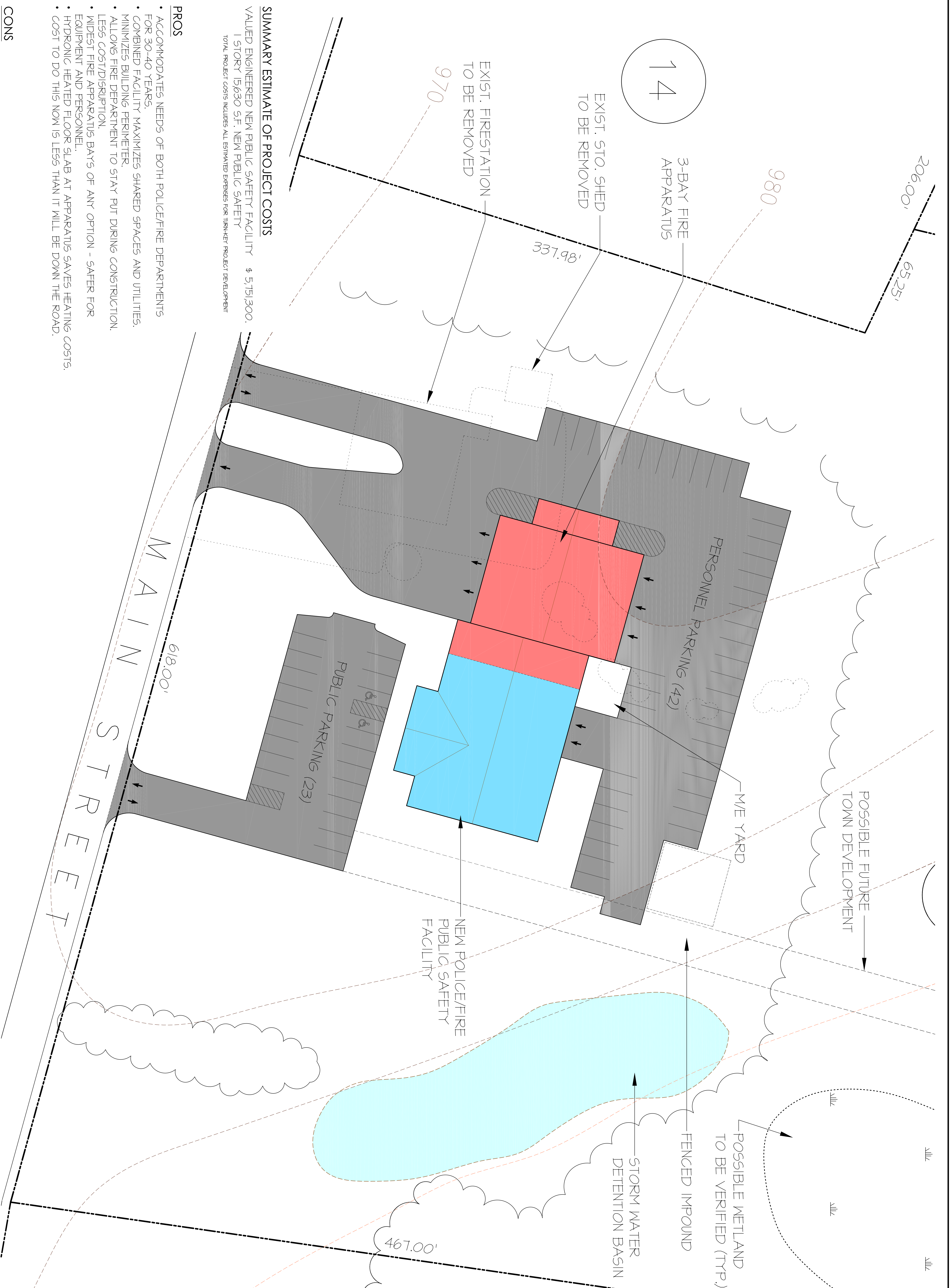
PUBLIC SAFETY FACILITIES FEASIBILITY STUDY ASHBY, MA

SCHEMATIC/ SITE PLAN DESIGNS

SITE PLAN DESIGN OPTIONS

- C.1A Site Plan Option A
- C.1B Site Plan Option B
- C.1C Site Plan Option C
- C.1D Site Plan Option D





SUMMARY ESTIMATE OF PROJECT COSTS

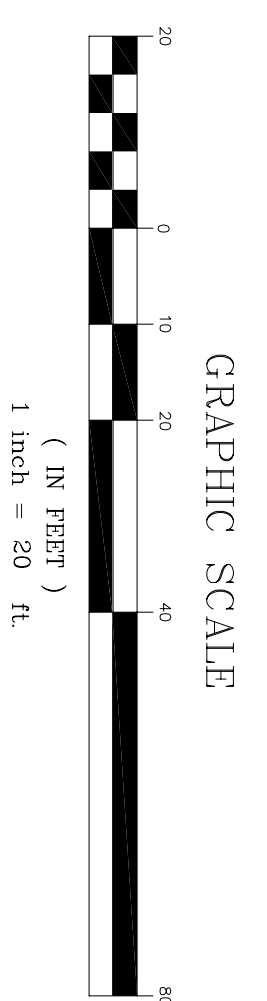
VALUED ENGINEERED NEW PUBLIC SAFETY FACILITY \$ 5,751,300.
1 STORY 15,630 S.F. NEW PUBLIC SAFETY
TOTAL PROJECT COSTS INCLUDES ALL ESTIMATED EXPENSES FOR THROUGH PROJECT DEVELOPMENT

PROS

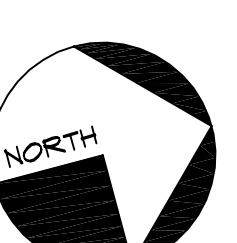
- ACCOMMODATES NEEDS OF BOTH POLICE/FIRE DEPARTMENTS FOR 30-40 YEARS.
- COMBINED FACILITY MAXIMIZES SHARED SPACES AND UTILITIES.
- MINIMIZES BUILDING PERIMETER.
- ALLOWS FIRE DEPARTMENT TO STAY PUT DURING CONSTRUCTION.
- LESS COST/DISRUPTION.
- WIDEST FIRE APPARATUS BAYS OF ANY OPTION - SAFER FOR EQUIPMENT AND PERSONNEL.
- HYDRONIC HEATED FLOOR SLAB AT APPARATUS SAVES HEATING COSTS.
- COST TO DO THIS NOW IS LESS THAN IT WILL BE DOWN THE ROAD.

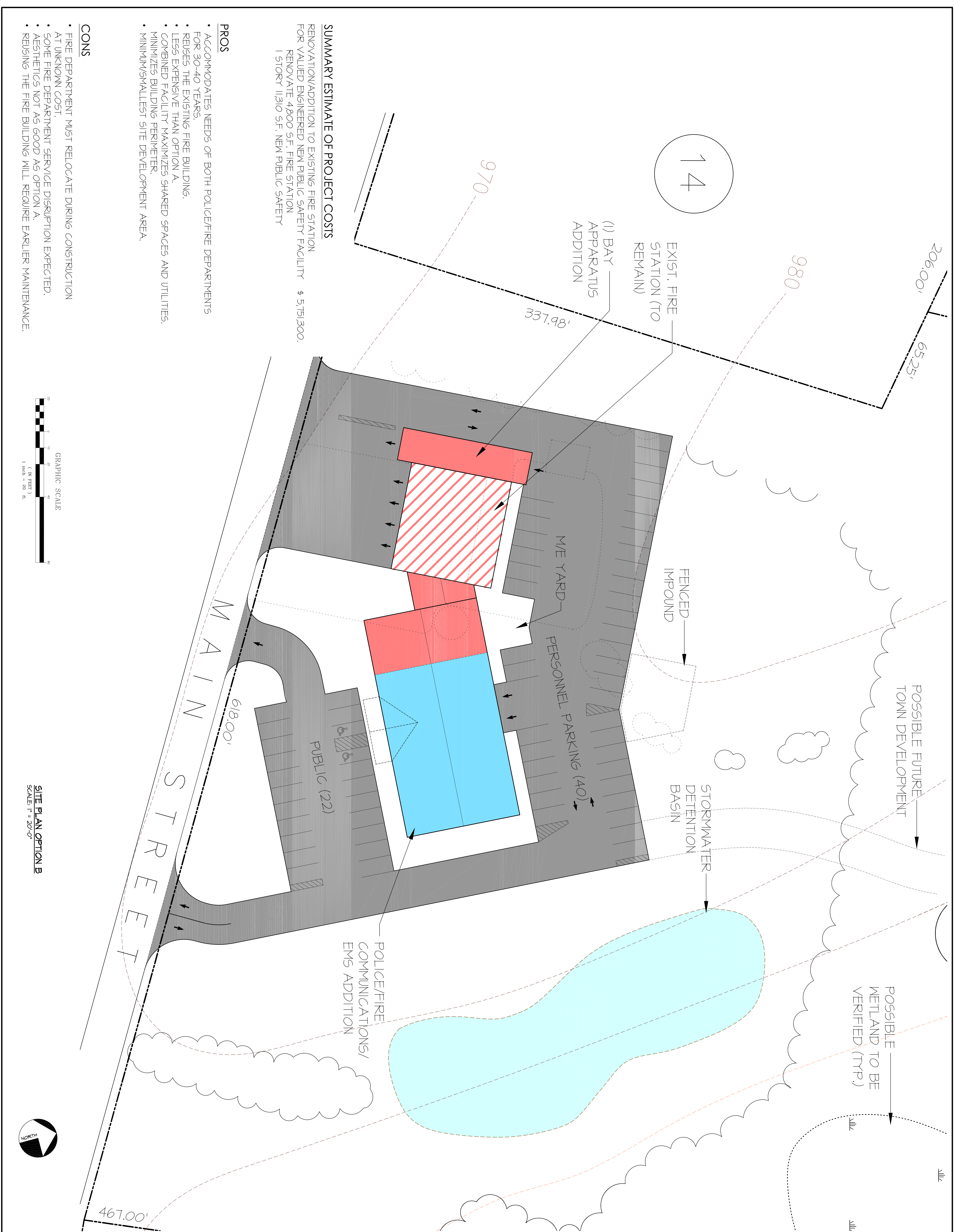
CONS

- MOST EXPENSIVE OPTION - PROVIDES MOST S.F. NEW CONSTRUCTION.
- MAXIMUM LARGEST SITE AREA DEVELOPMENT.
- DOES NOT SALVAGE EXISTING FIRE BUILDING.



SITE PLAN OPTION A
SCALE: 1" = 20'-0"





SUMMARY ESTIMATE OF PROJECT COSTS

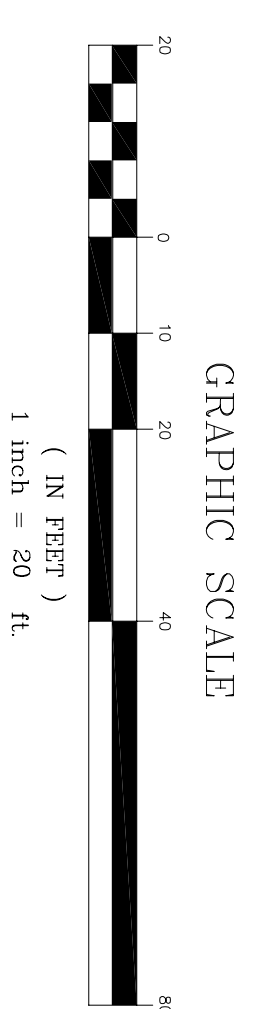
RENOVATION/ADDITION TO EXISTING FIRE STATION FOR VALUED ENGINEERED NEW PUBLIC SAFETY FACILITY \$ 5,751,300.
RENOVATE 4800 S.F. FIRE STATION
1 STORY 11,310 S.F. NEW PUBLIC SAFETY

PROS

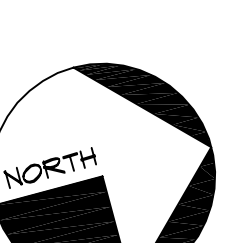
- ACCOMMODATES NEEDS OF BOTH POLICE/FIRE DEPARTMENTS FOR 30-40 YEARS.
- REUSES THE EXISTING FIRE BUILDING.
- LESS EXPENSIVE THAN OPTION A.
- COMBINED FACILITY MAXIMIZES SHARED SPACES AND UTILITIES.
- MINIMIZES BUILDING PERIMETER.
- MINIMUM/SMALLEST SITE DEVELOPMENT AREA.

CONS

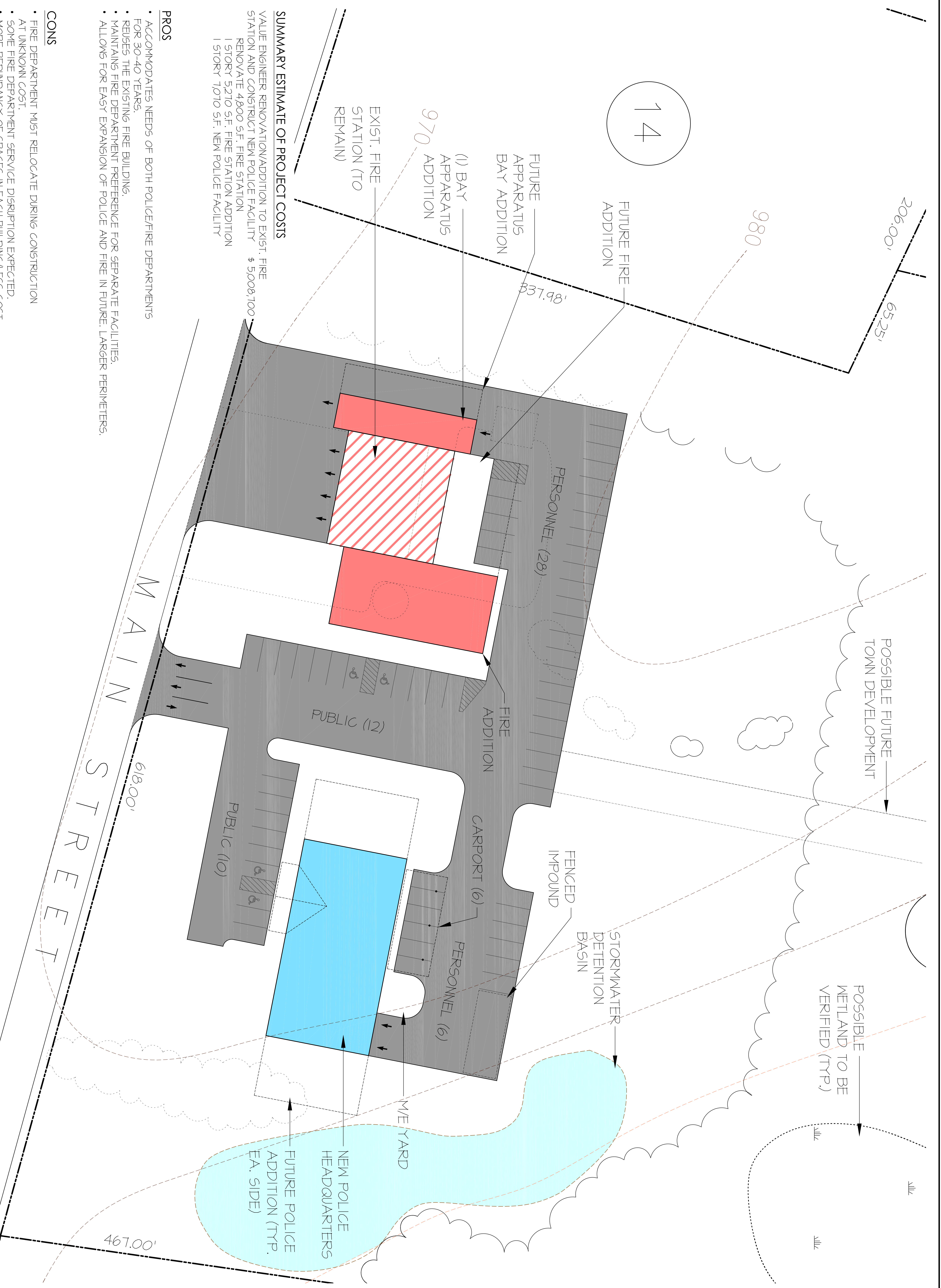
- FIRE DEPARTMENT MUST RELOCATE DURING CONSTRUCTION AT UNKNOWN COST.
- SOME FIRE DEPARTMENT SERVICE DISRUPTION EXPECTED.
- AESTHETICS NOT AS GOOD AS OPTION A.
- REUSING THE FIRE BUILDING WILL REQUIRE EARLIER MAINTENANCE.



SITE PLAN OPTION B
SCALE: 1" = 20'-0"



14



- CONS**
- FIRE DEPARTMENT MUST RELOCATE DURING CONSTRUCTION AT UNKNOWN COST.
 - SOME FIRE DEPARTMENT SERVICE DISRUPTION EXPECTED.
 - MORE REDUNDANCY OF SPACES IN EACH BUILDING/LESS COST EFFECTIVE DESIGN.
 - DUPLICATION OF MECHANICAL AND ELECTRICAL EQUIPMENT AREAS.
 - AESTHETICS NOT AS GOOD AS OPTION A.
 - LARGER SITE DISTURBANCE/DEVELOPMENT.

- PROS**
- ACCOMMODATES NEEDS OF BOTH POLICE/FIRE DEPARTMENTS FOR 30-40 YEARS.
 - REUSES THE EXISTING FIRE BUILDING.
 - MAINTAINS FIRE DEPARTMENT PREFERENCE FOR SEPARATE FACILITIES.
 - ALLOWS FOR EASY EXPANSION OF POLICE AND FIRE IN FUTURE. LARGER PERIMETERS.

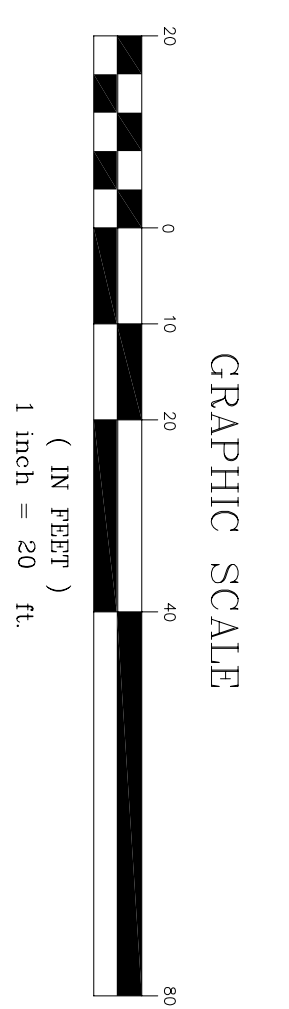
SUMMARY ESTIMATE OF PROJECT COSTS

VALUE ENGINEER RENOVATION/ADDITION TO EXIST. FIRE STATION AND CONSTRUCT NEW POLICE FACILITY \$ 5,008,100

RENOVATE 4800 S.F. FIRE STATION

1 STORY 5270 S.F. FIRE STATION ADDITION

1 STORY 7070 S.F. NEW POLICE FACILITY



SITE PLAN OPTION C
SCALE: 1" = 20'-0"



REINHARDT ASSOCIATES

- ARCHITECTS
- ENGINEERS
- INTERIOR DESIGNERS
- PROJECT MANAGEMENT

430 MAIN STREET
ABRAMS, MA 01001
TEL. 413.786.9600
FAX. 413.786.9699

STAFF:

SCALE: 1" = 20'-0"

DATE: 8-18-08

DRAWN: AMS

CHECKED: JMG

PROJ. NO: 07-2027

FILE NAME: \09ML\C1C

REV:

REV:

PROJECT TITLE:

PUBLIC SAFETY FACILITIES FEASIBILITY STUDY

1093 MAIN STREET
ASHBY, MA

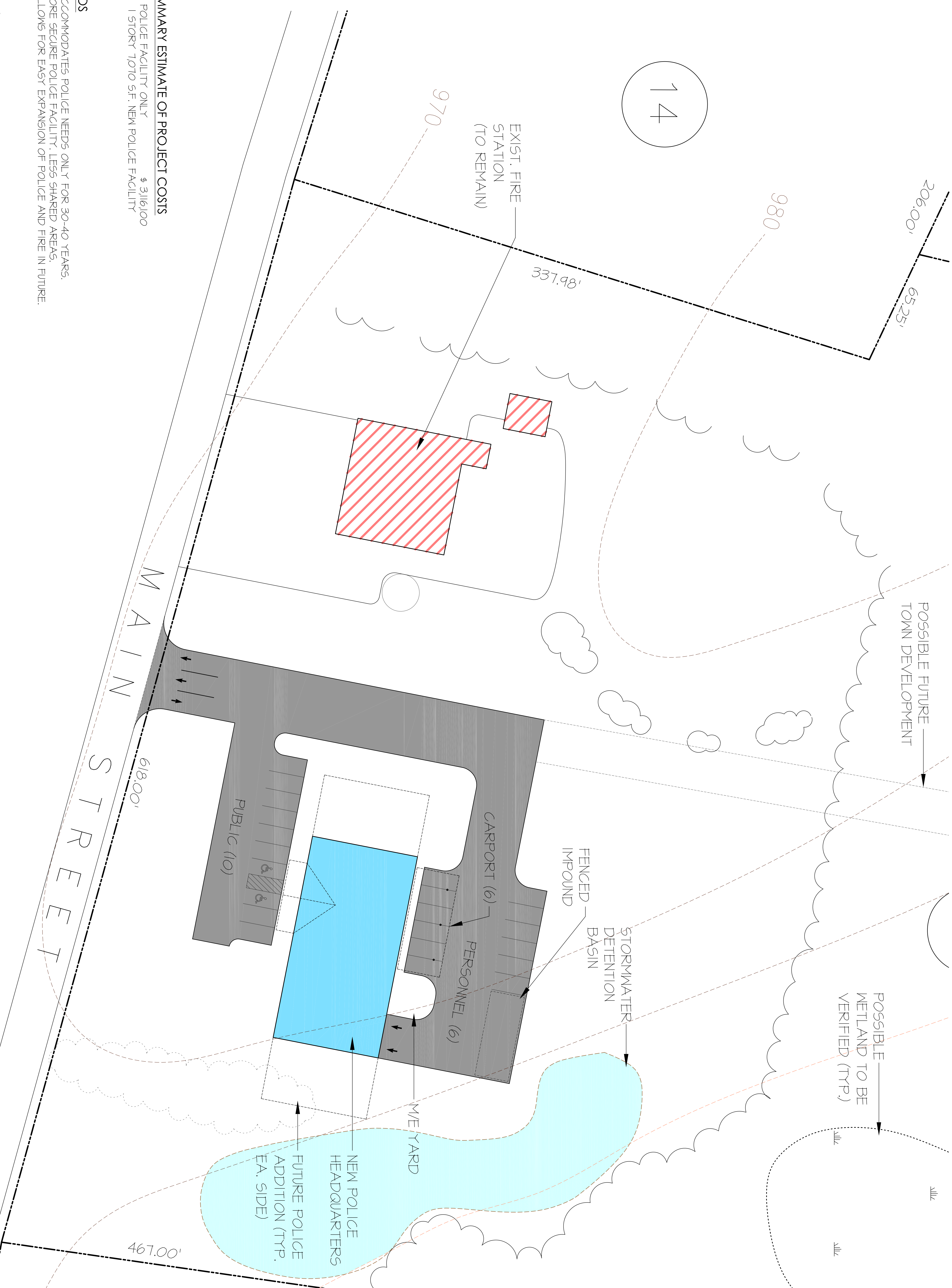
DRAWING:

SITE PLAN OPTION C

SHEET:

C1C

14



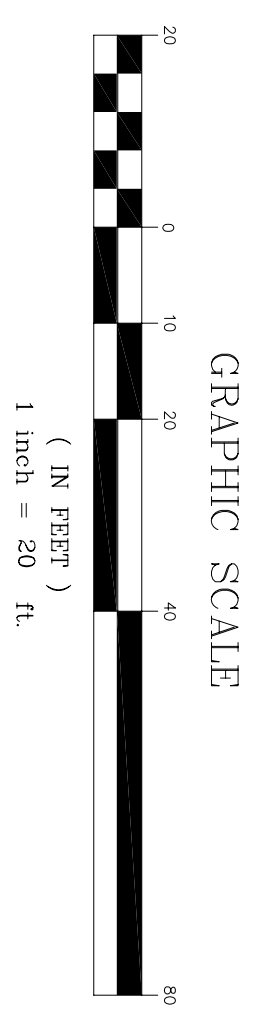
SUMMARY ESTIMATE OF PROJECT COSTS
 NEW POLICE FACILITY ONLY \$ 3,116,100
 1 STORY 7,070 S.F. NEW POLICE FACILITY

PROS

- ACCOMMODATES POLICE NEEDS ONLY FOR 30-40 YEARS.
- MORE SECURE POLICE FACILITY. LESS SHARED AREAS.
- ALLOWS FOR EASY EXPANSION OF POLICE AND FIRE IN FUTURE.

CONS

- DOES NOTHING TO ADDRESS CURRENT FIRE DEPARTMENT NEEDS.
- POSTPONES FIRE IMPROVEMENTS FOR FUTURE HIGHER COSTS.
- ELIMINATES SHARED SPACE/FUNCTIONS INCREASING FUTURE PROJECT COSTS.



SITE PLAN OPTION D
 SCALE: 1" = 20'-0"



- ARCHITECTS
- ENGINEERS
- INTERIOR DESIGNERS
- PROJECT MANAGEMENT

430 MAIN STREET
 ARAWAK, MA 01001
 TEL.: 413.786.9600
 FAX.: 413.786.9699

STAMP:

SCALE: 1" = 20'-0"
 DATE: 8-18-08
 DRAWN: AMS
 CHECKED: JMG
 PROJ. NO: 07-2027
 FILE NAME: \CH1\C1D
 REV:
 REV:

PROJECT TITLE:
PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
 1093 MAIN STREET
 ASHBY, MA

DRAWING:
SITE PLAN OPTION D

SHEET:

C1D

PUBLIC SAFETY FACILITIES FEASIBILITY STUDY ASHBY, MA

PROBABLE BUDGET ESTIMATE OF PROJECT COSTS

March 12, 2008

- OPTION A: Optimal New Public Safety Facility
- OPTION B: Renovation/ Addition to Existing Firestation
For New Public Safety
- OPTION C: Renovation/ Addition to Existing Firestation
Construct New Police Facility for Public Safety Campus
- OPTION D: New Police Facility Option

March 17, 2008

- OPTION A: Valued Engineered New Public Safety Facility
- OPTION B: Renovation/ Addition to Existing Fire Station for
Valued Engineered
- OPTION C: Value Engineered Renovation/ Addition to Existing
Fire Station and Construct New Police Facility for
Public Safety Campus
- OPTION D: New Police Facility Option

- Summary Estimate of Project Costs



**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
 ASHBY, MA**

PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:

OPTION A: OPTIMAL NEW PUBLIC SAFETY FACILITY

March 12, 2008

1. SITE WORK

a. General site work (allowance)	\$ 360,000.
b. Demolition/ Disposal existing Fire Building(s)	35,000.
c. On-Site Domestic Well	8,000.
d. On-Site Title V Sanitary System	17,000.

2. GENERAL CONSTRUCTION

a. Construct 1-story conventionally framed 20,640 GSF Bldg. @ \$210./SF =	4,334,400.
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Sub Total:	\$ 4,754,400.
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3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 8%	380,400.
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Sub Total:	\$ 5,134,800.
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b. Contractor's Overhead & Profit @ 6% =	308,100.
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Sub Total:	\$ 5,442,900.
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c. Design Contingency@ 10% =	544,300.
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Sub-Total:	\$ 5,987,200.
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d. Construction Change Contingency @ 5% =	299,400.
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4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:	\$ 6,286,600.
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5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	546,000.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	140,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	90,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	14,000.	
j. Furniture, Fixtures & Equipment	75,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	5,000.	
Sub Total:		\$ 958,800.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS \$ 7,245,400.

a. Value Engineer Option: Delete optional future identified spaces		
Revised New Construction Area: 17,410 GSF		\$ 6,235,400.

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT		\$ 25,000.
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8. QUALIFICATIONS

- a. This Estimate of Probable Project Cost is based on Following assumptions:
1. Normal Construction schedule has been used to prepare the Estimate.
 2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
 3. This Estimate is based on Prevailing Wage Rates.
 4. No costs are included for disposal or remedial work on contaminated soil.
 5. No allowance is included for Hazardous Materials Abatement.
 6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion
- b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA****PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:**

OPTION B: RENOVATION/ ADDITION TO EXISTING FIRESTATION FOR NEW PUBLIC SAFETY FACILITY

March 12, 2008

1. SITE WORK

a. General site work (allowance)	\$ 320,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Renovate 4,800 SF. Existing Firestation @ \$45/SF. =	216,000.
b. Construct 1-story conventionally framed 20,640 GSF Bldg. @ \$210./SF =	3,564,000.

Sub Total:

\$ 4,125,000.

3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 8%	330,000.
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Sub Total:

\$ 4,455,000.

b. Contractor's Overhead & Profit @ 6% =	267,300.
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Sub Total:

\$ 4,722,300.

c. Design Contingency @ 10% =	472,200.
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Sub-Total:

\$ 5,194,500.

d. Construction Change Contingency @ 5% =	259,700.
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4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:

\$ 5,454,200.

5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	474,500.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	140,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	90,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	12,000.	
j. Furniture, Fixtures & Equipment	70,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	12,000.	
Sub Total:		\$ 887,300.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 6,341,500.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT \$ 25,000.

8. QUALIFICATIONS

- a. This Estimate of Probable Project Cost is based on Following assumptions:
1. Normal Construction schedule has been used to prepare the Estimate.
 2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
 3. This Estimate is based on Prevailing Wage Rates.
 4. No costs are included for disposal or remedial work on contaminated soil.
 5. No allowance is included for Hazardous Materials Abatement.
 6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion
- b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA**
PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:
OPTION C: RENOVATION/ ADDITION TO EXISTING FIRESTATION AND CONSTRUCT NEW POLICE FACILITY FOR PUBLIC SAFETY CAMPUS

March 12, 2008

1. SITE WORK

a. General site work (allowance)	\$ 350,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Renovate 4,800 SF. Existing Firestation @ \$45/SF. =	216,000.
b. Construct 3,200 SF. Fire Apparatus Addition @ \$120/SF. =	384,000.
c. Construct 1-story conventionally framed 3,580 GSF Fire Addition @ \$220./SF =	787,600.
d. Construct 1-Story conventionally framed 7,070 GSF Police Facility @ \$220/SF =	1,555,400.

Sub Total:	\$ 3,318,000.
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3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 9%	298,600.
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Sub Total:	\$ 3,616,600.
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b. Contractor's Overhead & Profit @ 6% =	217,000.
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Sub Total:	\$ 3,833,600.
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c. Design Contingency@ 10% =	383,400.
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Sub-Total:	\$ 4,217,000.
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d. Construction Change Contingency @ 5% =	210,900.
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4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:	\$ 4,427,900.
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5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	352,400.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	130,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	85,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	12,000.	
j. Furniture, Fixtures & Equipment	70,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	12,000.	
Sub Total:		\$ 750,200.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 5,178,100.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT \$ 25,000.

8. QUALIFICATIONS

a. This Estimate of Probable Project Cost is based on Following assumptions:

1. Normal Construction schedule has been used to prepare the Estimate.
2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
3. This Estimate is based on Prevailing Wage Rates.
4. No costs are included for disposal or remedial work on contaminated soil.
5. No allowance is included for Hazardous Materials Abatement.
6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion

b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.



**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
 ASHBY, MA**

PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:

OPTION D: NEW POLICE FACILITY OPTION

March 12, 2008

1. SITE WORK

a. General site work (allowance)	\$ 290,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Construct 1-Story conventionally framed 7,070 GSF Police Facility @ \$220/SF =	1,555,400.
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Sub Total:	\$ 1,870,400.
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3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 9%	168,300.
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Sub Total:	\$ 2,038,700.
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b. Contractor's Overhead & Profit @ 6% =	122,300.
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Sub Total:	\$ 2,161,000.
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c. Design Contingency@ 10% =	216,100.
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Sub-Total:	\$ 2,377,100.
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d. Construction Change Contingency @ 5% =	118,900.
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4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:	\$ 2,496,000.
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5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	274,500.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	120,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	75,000.	
f. Printing / Reproduction	20,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	10,000.	
j. Furniture, Fixtures & Equipment	40,000.	
1) Tel / Data Systems (Est.)	20,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	4,000.	
Sub Total:		\$ 602,300.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 3,098,300.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT \$ 25,000.

8. QUALIFICATIONS

a. This Estimate of Probable Project Cost is based on Following assumptions:

1. Normal Construction schedule has been used to prepare the Estimate.
2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
3. This Estimate is based on Prevailing Wage Rates.
4. No costs are included for disposal or remedial work on contaminated soil.
5. No allowance is included for Hazardous Materials Abatement.
6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion

b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA****PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:****OPTION A: VALUED ENGINEERED NEW PUBLIC SAFETY FACILITY**

March 17, 2008

1. SITE WORK

a. General Site Work (allowance)	\$ 360,000.
b. Demolition/ Disposal existing Fire Building(s)	35,000.
c. On-Site Domestic Well	8,000.
d. On-Site Title V Sanitary System	17,000.
e. DEP Tight Tank	12,000.

2. GENERAL CONSTRUCTION

a. Construct 1-story 15,630 GSF Bldg. @ \$210./ S.F. =	3,282,300.
--	------------

Sub Total:

 \$ 3,714,300.

3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 8%	297,100.
---	----------

Sub Total:

 \$ 4,011,400.

b. Contractor's Overhead & Profit @ 6% =	240,700.
--	----------

Sub Total:

 \$ 4,252,100.

c. Design Contingency@ 10% =	425,200.
------------------------------	----------

Sub-Total:

 \$ 4,677,300.

d. Construction Change Contingency @ 5% =	233,900.
---	----------

4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:

 \$ 4,911,200.

5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	427,300.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	140,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	90,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	14,000.	
j. Furniture, Fixtures & Equipment	75,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	5,000.	
Sub Total:		\$ 840,100.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 5,751,300.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT	\$ 35,000.
b. Alternate No. 2: HYDRONIC SLAB	41,000.

8. QUALIFICATIONS

a. This Estimate of Probable Project Cost is based on Following assumptions:

1. Normal Construction schedule has been used to prepare the Estimate.
2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
3. This Estimate is based on Prevailing Wage Rates.
4. No costs are included for disposal or remedial work on contaminated soil.
5. No allowance is included for Hazardous Materials Abatement.
6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion

b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA****PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:****OPTION B: RENOVATION/ ADDITION TO EXISTING FIRESTATION FOR VALUED ENGINEERED
NEW PUBLIC SAFETY FACILITY**

March 17, 2008

1. SITE WORK

a. General Site Work (allowance)	\$ 320,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.
d. DEP Tight Tank	12,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Renovate 4,800 SF. Existing Firestation @ \$45/SF. =	216,000.
b. Construct 1-story conventionally framed 11,310 GSF Bldg. @ \$210./SF =	2,375,100.

Sub Total:

 \$ 2,948,100.

3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 8%	235,800.
---	----------

Sub Total:

 \$ 3,183,900.

b. Contractor's Overhead & Profit @ 6% =	191,000.
--	----------

Sub Total:

 \$ 3,374,900.

c. Design Contingency@ 10% =	337,500.
------------------------------	----------

Sub-Total:

 \$ 3,712,400.

d. Construction Change Contingency @ 5% =	185,600.
---	----------

4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:

 \$ 3,898,000.

5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	331,300.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	140,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	90,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	12,000.	
j. Furniture, Fixtures & Equipment	70,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	12,000.	
Sub Total:		\$ 744,100.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 4,642,100.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT \$ 25,000.

8. QUALIFICATIONS

a. This Estimate of Probable Project Cost is based on Following assumptions:

1. Normal Construction schedule has been used to prepare the Estimate.
2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
3. This Estimate is based on Prevailing Wage Rates.
4. No costs are included for disposal or remedial work on contaminated soil.
5. No allowance is included for Hazardous Materials Abatement.
6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion

b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA**
PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:
**OPTION C: VALUE ENGINEERED RENOVATION/ ADDITION TO EXISTING FIRESTATION AND CONSTRUCT
NEW POLICE FACILITY FOR PUBLIC SAFETY CAMPUS**

March 17, 2008

1. SITE WORK

a. General Site Work (allowance)	\$ 340,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.
d. DEP Tight Tank	12,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Renovate 4,800 SF. Existing Fire Station @ \$45/SF. =	216,000.
b. Construct 1-story 5,270 GSF Fire Addition @ \$210./ SF =	787,600.
c. Construct 1-Story conventionally framed 7,070 GSF Police Facility @ \$220./SF =	1,106,700.

Sub Total:	\$ 3,255,100.
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3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 8%	260,400.
---	----------

Sub Total:	\$ 3,515,500.
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b. Contractor's Overhead & Profit @ 6% =	210,900.
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Sub Total:	\$ 3,726,400.
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c. Design Contingency@ 10% =	372,600.
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Sub-Total:	\$ 4,100,000.
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d. Construction Change Contingency @ 5% =	205,000.
---	----------

4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:	\$ 4,305,000.
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5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	365,900.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	130,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	85,000.	
f. Printing / Reproduction	25,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	12,000.	
j. Furniture, Fixtures & Equipment	70,000.	
1) Tel / Data Systems (Est.)	25,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	12,000.	
Sub Total:		\$ 763,700.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 5,068,700.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT	\$ 25,000.
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8. QUALIFICATIONS

- a. This Estimate of Probable Project Cost is based on Following assumptions:
1. Normal Construction schedule has been used to prepare the Estimate.
 2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
 3. This Estimate is based on Prevailing Wage Rates.
 4. No costs are included for disposal or remedial work on contaminated soil.
 5. No allowance is included for Hazardous Materials Abatement.
 6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion
- b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA****PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:****OPTION D: NEW POLICE FACILITY OPTION**

March 17, 2008

1. SITE WORK

a. General site work (allowance)	\$ 290,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.
d. DEP Tight Tank	12,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Construct 1-Story conventionally framed 7,070 GSF Police Facility @ \$220/SF =	1,555,400.
--	------------

Sub Total:

 \$ 1,882,400.

3. CONSTRUCTION FACTORS

a. General Conditions / General Requirements @ 9%	169,400.
---	----------

Sub Total:

 \$ 2,051,800.

b. Contractor's Overhead & Profit @ 6% =	123,100.
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Sub Total:

 \$ 2,174,900.

c. Design Contingency@ 10% =	217,500.
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Sub-Total:

 \$ 2,392,400.

d. Construction Change Contingency @ 5% =	119,600.
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4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:

 \$ 2,512,000.

5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	276,300.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	120,000.	
c. Site Survey	9,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	75,000.	
f. Printing / Reproduction	20,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	10,000.	
j. Furniture, Fixtures & Equipment	40,000.	
1) Tel / Data Systems (Est.)	20,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	4,000.	
Sub Total:		\$ 604,100.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 3,116,100.**

7. ALTERNATE BIDS

a. Alternate No. 1: CARPORT \$ 25,000.

8. QUALIFICATIONS

- a. This Estimate of Probable Project Cost is based on Following assumptions:
1. Normal Construction schedule has been used to prepare the Estimate.
 2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
 3. This Estimate is based on Prevailing Wage Rates.
 4. No costs are included for disposal or remedial work on contaminated soil.
 5. No allowance is included for Hazardous Materials Abatement.
 6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion
- b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
 ASHBY, MA**

SUMMARY ESTIMATE OF PROJECT COSTS:

March 17, 2008

OPTION/ DESCRIPTION:	TOTAL PROJECT COSTS:
OPTION A:	
Valued Engineered New Public Safety Facility	\$ 5,751,300.
1 Story 15,630 S.F. New Public Safety	
OPTION B:	
Renovation/ Addition to Existing Fire Station for Valued Engineered New Public Safety Facility	\$ 4,642,100.
Renovate 4,800 S.F. Fire Station 1 Story 11,310 S.F. New Public Safety	
OPTION C:	
Value Engineer Renovation/ Addition to exist Fire Station Construct New Police Facility	\$ 5,008,700.
Renovate 4,800 S.F. Fire Station 1 Story 5,270 S.F. Fire Station Addition 1 Story 7,070 S.F. New Police Facility	
OPTION D:	
New Police Facility Only	\$ 3,116,100.
1 Story 7,070 S.F. New Police Facility	

Note: Total Project Costs includes all Estimated Expenses for Turn-Key Project Development

PUBLIC SAFETY FACILITIES FEASIBILITY STUDY ASHBY, MA

PUBLIC HEARING PRESENTATION

- Ashby Public Safety Facilities Study Pre-Hearing Notice
- Public Hearing (Power Point) Presentation

Your Part.....

The Public Safety Facilities Advisory Committee wants you to become informed and offer your input to the process.

We will be setting up 2 or 3 Public Forums to provide the public with information and status of the study. We want your feedback and input as to what you think is best for Ashby as we develop the plans for improved Public Safety Facilities.

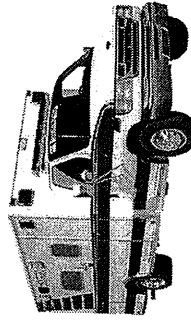
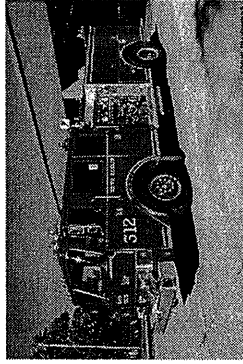
The first forum is scheduled for Wednesday, February 13 at 7:00 in the Selectmen's room in the Ashby Town Hall on the second floor.

At this first meeting, the Public Safety Facilities Advisory Committee will explain the process and provide an overview of the progress to date. We will provide a review of the condition and adequacy of the existing public safety facilities. A tour of the Police Department will follow the meeting. *Your questions and ideas are encouraged!*

We need your help! Come to the Public Forum on February 13 and share your ideas for the future of Ashby's Public Safety Facilities.

BECOME INVOLVED!

Ashby Public Safety Facilities Study



Ashby needs your help.....

Town of Ashby
Board of Selectmen
895 Main Street
Ashby, MA 01431

PRESORTED STANDARD
US POSTAGE PAID
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PERMIT NO. 3

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Postal Delivery

Ashby, MA 01431

Background

- At the November 19, 2005 Special Town Meeting, voters appropriated funds to be used for an Architectural and Engineering Feasibility Study to provide a professional opinion on how Ashby could best address its problem of inadequate public safety facilities.
- The Town Administrator developed a Request for Qualifications (RFQ), published for bidding, and received 10 proposals from A&E firms to perform the study.
- The Board of Selectmen appointed a five-citizen Public Safety Facilities Advisory Committee:
 - Michael Reggio- Chair
 - Matt Alford- Clerk
 - Jim Mullins, Member
 - Fred Stacy, Member
 - Jim Stacy, Memberto direct and oversee the study.
- The 4 Public Safety department heads:
 - Fire/EMS Chief Bill Seymour, Jr.
 - Police Chief Paul Lundin
 - Emergency Dispatch Manager Joyce Hopkins
 - Emergency Management Services Director Mike Bussellare the key sources of operational and use requirements throughout the study.

Selection Process

The Public Safety Facilities Advisory Committee carefully studied all of the proposals and individually rated them against the criteria in the RFQ.

When the ratings points were tallied for the entire committee, the top 4 applicants were identified and invited before the committee for interviews.

After extensive interviews, the firms were individually rated according to standards set by the committee and again the scores were tallied to identify the winning architecture/engineering firm....



The Board of Selectmen awarded the contract to Reinhardt Associates, Inc. as advised by the Public Safety Facilities Advisory Committee.

The Study Goals

The ultimate goal of the Feasibility Study is to answer the question of how to best solve Ashby's challenge to provide an adequate facility (or facilities) for its public safety departments that provide police, fire, ambulance, emergency communications and emergency response services to Ashby Residents.

The following steps will lead to achieving this goal:

1. Identify and quantify the needs of each department.
2. study all existing municipal buildings and lands and evaluate for potential applicability.
3. Assess the feasibility of upgrading and renovating the current public safety facilities.
4. Consider the optimum type, size, locations and appearance of a new facility or facilities.
5. Report to the Town at the Annual Town Meeting on May 3, 2008.

Public Safety Facilities Feasibility Study

Ashby, MA

Public Hearing Presentation



Space Needs Assessment

Police: 8630 S.F. *(1/16) – 8710 S.F. (1/24) – 7070 S.F. (2/8)

Fire: 13,950 S.F. *(1/21) -- 11,340 S.F. (2/20)

Public Safety 20,640 * (3/12) -- 20,640 * (3/17)

17,410 ** (3/12) -- 15,630 ** (3/17)

* Optimal Facility Size

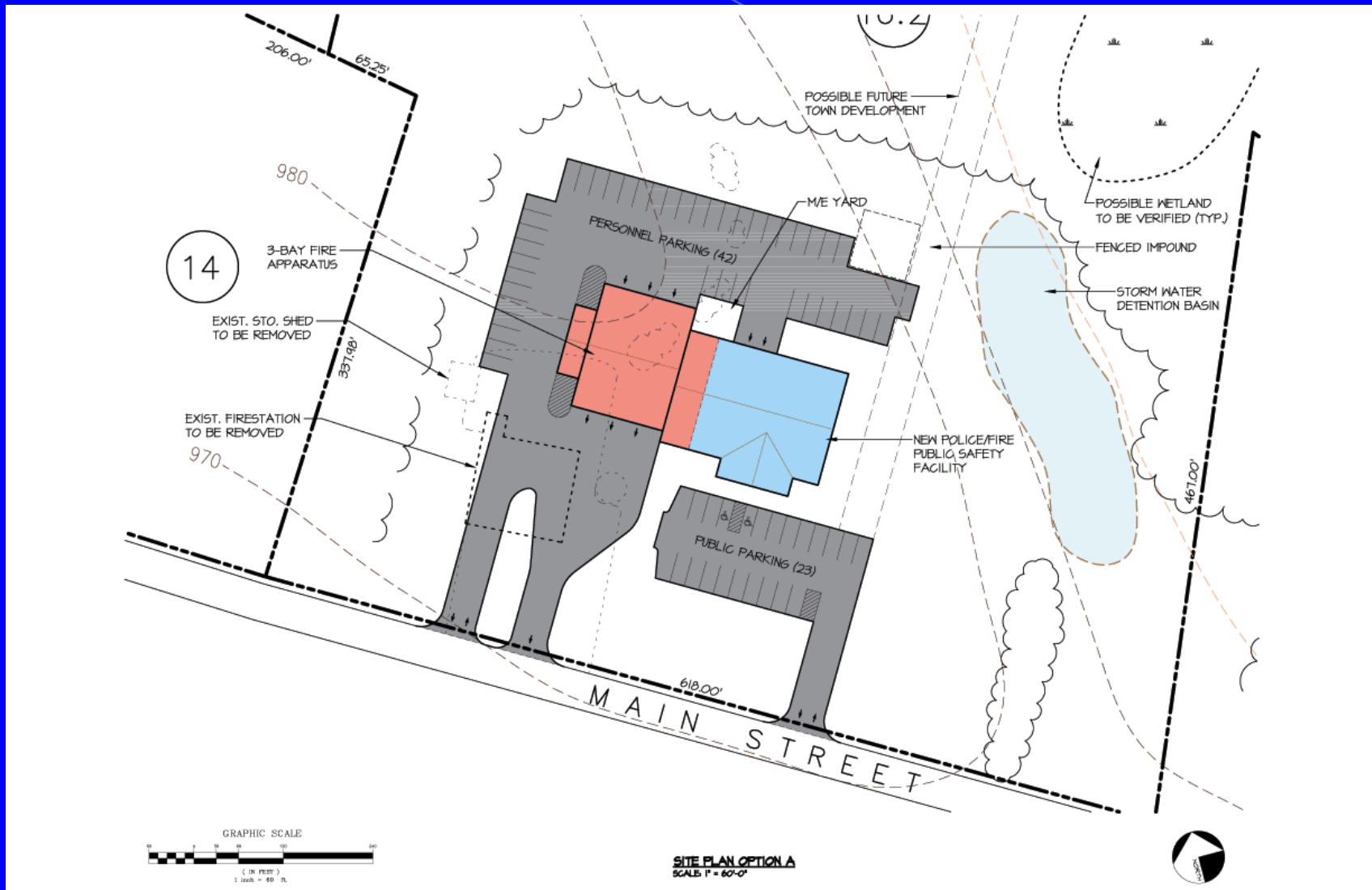
** Value Engineered Option

Police Calls-For-Service (CFS) Analysis, 20-40 year projection: 6000-7800 S.F.



Option A: New Public Safety Complex

Schematic Site Plan



Option A: New Public Safety Complex

Summary Estimate of Project Costs

Valued Engineered New Public Safety Facility \$ 5,751,300.

1 Story 15,630 S.F. New Public Safety

Total Project Costs includes all Estimated Expenses for Turn-Key Project Development

Pros

- Accommodates needs of both Police/Fire Departments for 30-40 years.
- Combined facility maximizes shared spaces and utilities. Minimizes building perimeter.
- Allows Fire Department to stay put during construction. Less cost/disruption.
- Widest Fire apparatus bays of any option-Safer for equipment and personnel.
- Hydronic heated floor slab at apparatus saves heating costs.
- Cost to do this now is less than it will be down the road.

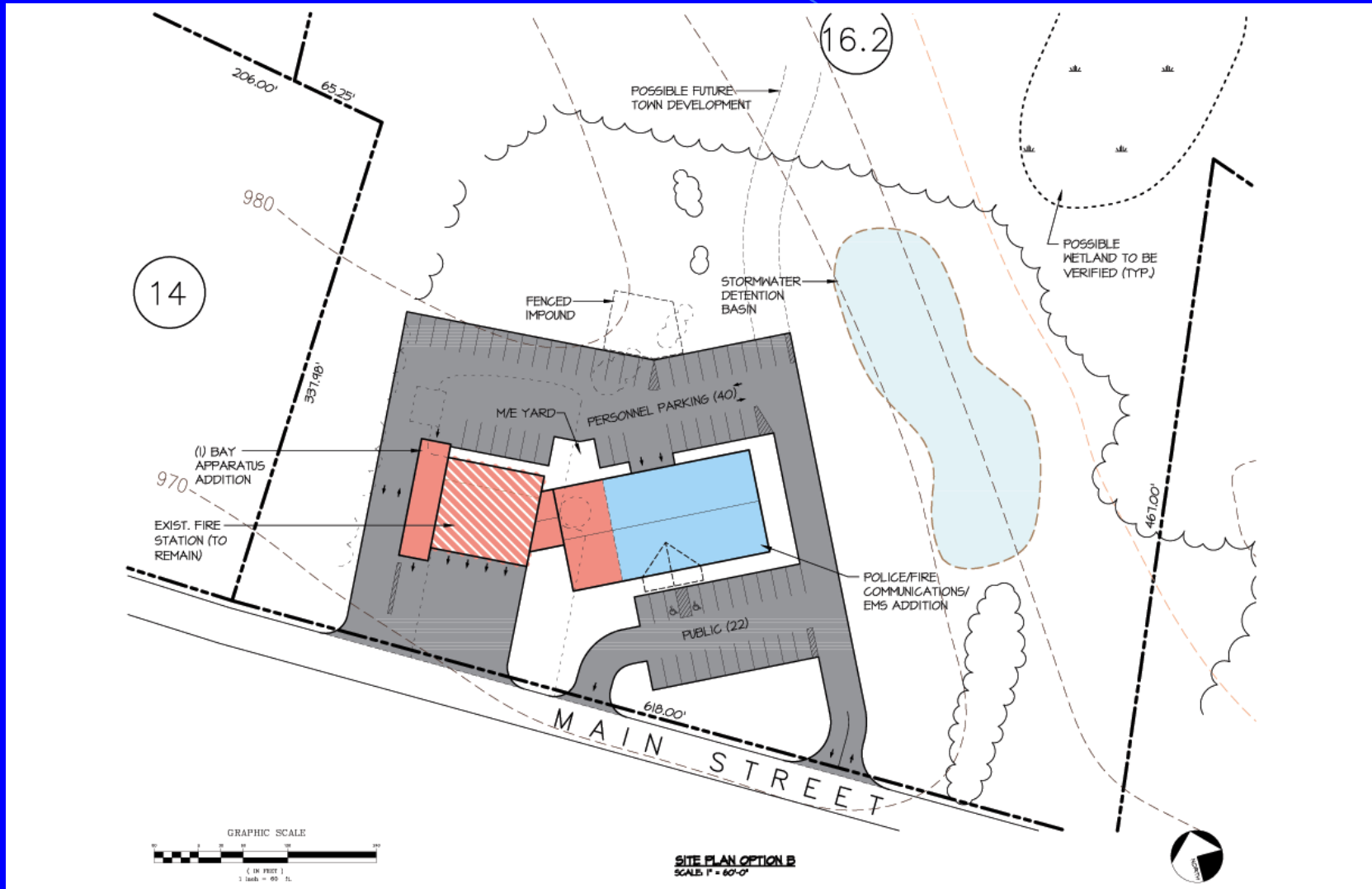
Cons

- Most expensive option / provides most S.F. new construction.
- Maximum / Largest site area development.
- Does not salvage existing Fire building.



Option B: Renovation/Addition To Existing Fire Station For New Public Safety Facility

Schematic Site Plan



Option B: Renovation/Addition To Existing Fire Station For New Public Safety Facility

Summary Estimate of Project Costs

Renovation/Addition to Existing Fire Station for Valued Engineered New Public Safety Facility \$ 4,642,100.

Renovate 4,800 S.F. Fire Station

1 Story 11,310 S.F. New Public Safety

Pros

- Accommodates needs of Police/Fire Departments for 30-40 years.
- Reuses the existing Fire Building.
- Less expensive than Option A.
- Combined facility maximizes shared spaces and utilities. Minimizes building perimeter.
- Minimum/Smallest site development area.

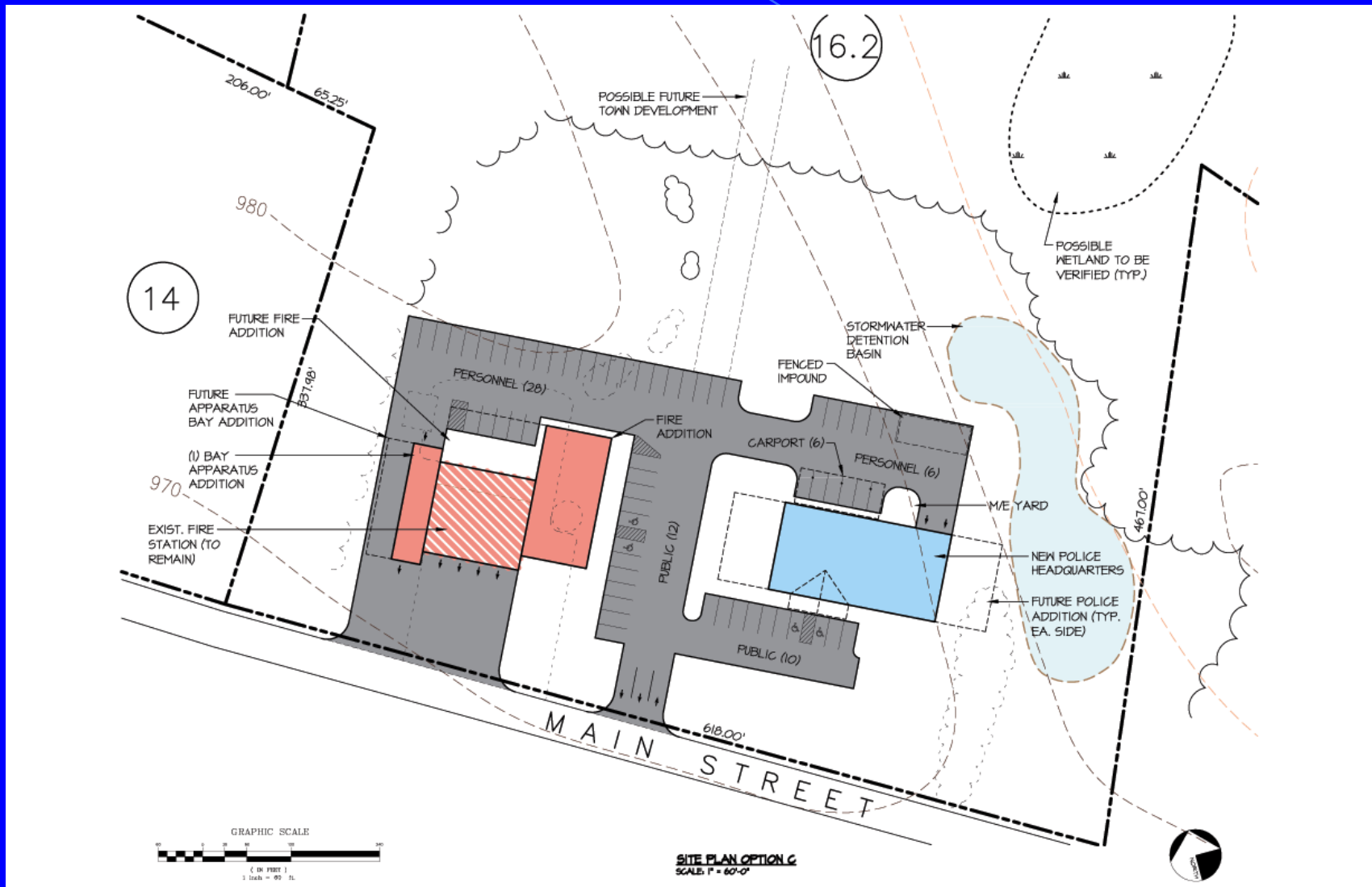
Cons

- Fire Department must relocate during construction at unknown cost.
- Some Fire Department service disruption expected.
- Aesthetics not as good as Option A.
- Reusing the Fire Building will require earlier maintenance.



Option C: Renovation/Addition To Existing Fire Station And Construct New Police Facility

Schematic Site Plan



Option C: Renovation/Addition To Existing Fire Station And Construct New Police Facility

Summary Estimate of Project Costs

Value Engineer Renovation / Addition to Exist. Fire Station
And Construct New Police Facility \$ 5,008,700

Renovate 4,800 S.F. Fire Station

1 Story 5,270 S.F. Fire Station Addition

1 Story 7,070 S.F. New Police Facility

Pros

- Accommodates needs of Police/Fire Departments for 30-40 years.
- Reuses the existing Fire Building.
- Maintains Fire Department preference for separate facilities.
- Allows for easy expansion of Police and Fire in future. Larger perimeters.

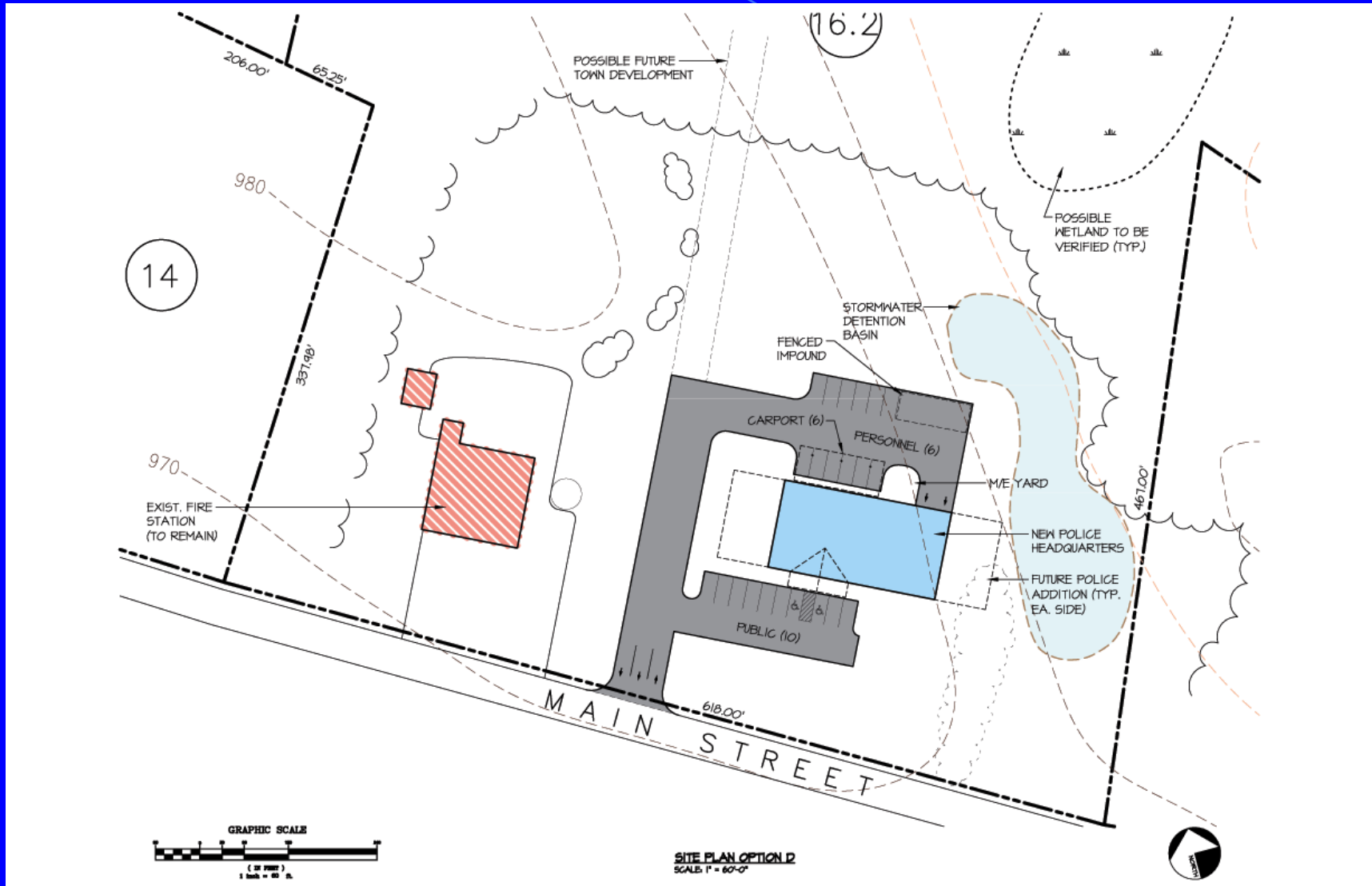
Cons

- Fire Department must relocate during construction at unknown cost.
- Some Fire Department service disruption expected.
- More redundancy of spaces in each building / less cost effective design.
- Duplication of Mechanical and Electrical equipment areas.
- Aesthetics not as good as Option A.
- Larger site disturbance / development.



Option D: New Police Facility Only

Schematic Site Plan



Option D: New Police Facility Only

Summary Estimate of Project Costs

New Police Facility Only \$ 3,116,100
1 Story 7,070 S.F. New Police Facility

Pros

- Accommodates Police needs only for 30-40 years.
- More secure Police Facility. Less shared areas.
- Allows for easy expansion of Police and Fire Facilities in the future.

Cons

- Does nothing to address current Fire Department needs.
- Postpones Fire improvements for future higher costs.
- Eliminates shared space/functions increasing future project costs.

Comparable Project Statistics

Year	Town	Population	New Facility Size/Area	Bid Cost (\$m)
09	North Brookfield Police	4,829	7,995 S.F.	\$ 2.61
08	Paxton P.S.	4,566	28,623 S.F.	\$ 4.95
08	Cummington P.S.	982	9,600 S.F.	\$ 1.21
07/08	Ashburton P.S.	5,996	22,300 S.F.	\$ 5.81
06/07	Hamilton P.S.	8,267	24,430 S.F.	\$ 5.0
04/05	Luenenburg	10,010	28,000 S.F.	\$ 5.77
03/04	Sunderland P.S.	3,774	12,679 S.F.	\$ 1.35
02/03	Rockport Police	7,687	13,655 S.F.	\$ 3.42
00/01	Lancaster Police	6,970	9,329 S.F.	\$ 1.82
08	Ashby	2,943	1,776 S.F. Exist. Police 4,800 S.F. Exist. Fire	



PUBLIC SAFETY FACILITIES FEASIBILITY STUDY ASHBY, MA

PRELIMINARY RECOMMENDED DESIGN

- C.X Existing Conditions Plan
- C.1 Revised Existing Conditions Plan
- C.1D Site Plan Option D
- A.1 Preliminary Floor Plan
- A.1 Preliminary Floor Plan (Colored/ Presentation)
- A.2.1 Preliminary Exterior Elevations OPTION 1 (Recommended)
- A.2.2 Preliminary Exterior Elevations OPTION 2
- A.3.1 Preliminary Exterior Elevations OPTION 3
- A.3.2 Preliminary Exterior Elevations OPTION 4

- Exterior Computer Rendered Perspective

- Probable Budget Estimate of Project Costs

OPTION D: New Police Facility Option

Revised: September 30, 2008

EXISTING CONDITIONS SITE PLAN
 PREPARED FOR
 TOWN OF ASHBY
 ASHBY, MA
 SEPTEMBER 24, 2008 SZOG SURVEYORS
 32 PLEASANT ST., GARDNER, MA

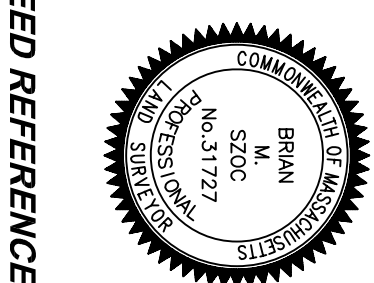
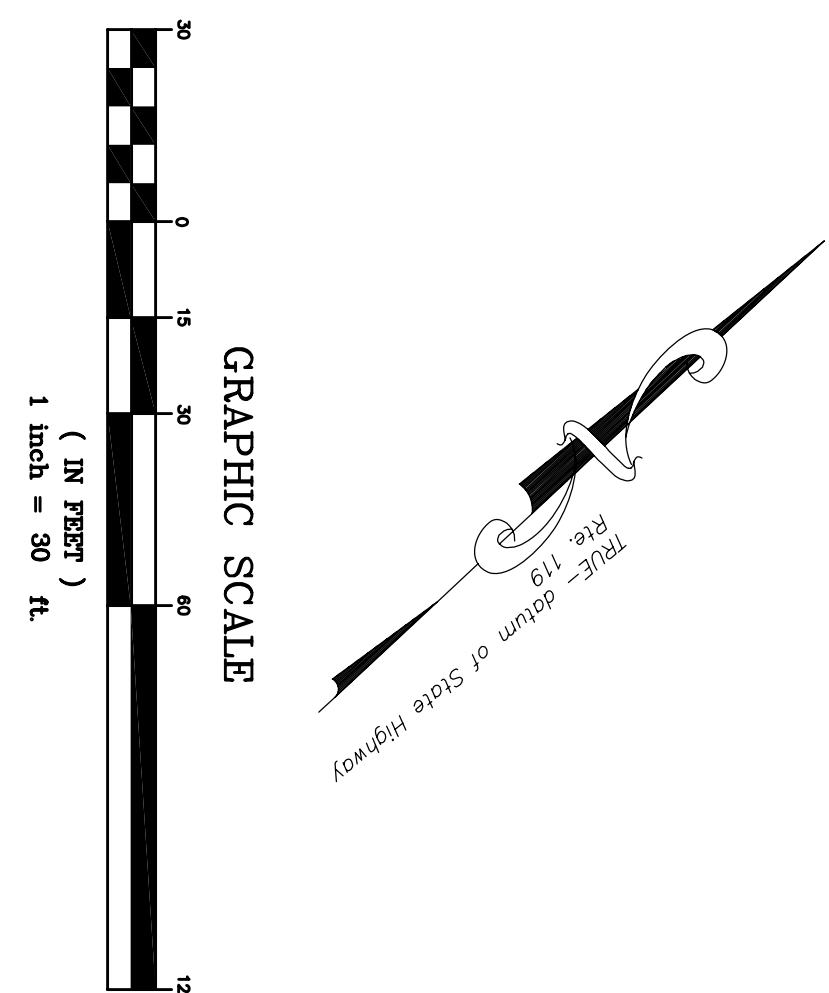
CHARLES & JEANNE PARLEE
 MAP 6, PARCEL 17.4

DAVID & JOYCE M. JOSEPH
 MAP 6, PARCEL 14

LAND OF THE TOWN OF ASHBY
 MAP 6, PARCEL 16.2

JOHN X. & C.L. HUTCHINSON-LAVIN
 MAP 6, PARCEL 15

- SYMBOLS**
- SURVEY STATION
 - FROM PIN SURVEY STAKE
 - POINT NUMBER
 - ELEVATION
 - DESCRIPTION
 - CATCH BASIN
 - EXPOSED PIPE
 - UTILITY POLE (OR OBJECT)
 - BENCH MARK (OBJECT)
 - METLAND FLAG (No. Letter)
- LINE TYPES**
- STONE WALL
 - - - TREE LINE / EDGE WOODS
 - - - EDGE OF PLACING
 - - - DRAIN LINE
 - - - OVERHEAD WIRE/S
 - - - EXPOSED PIPE
 - - - TOP OF METLAND BUFFER



DEED REFERENCES

- 30307 206 Parcel
- 49869 302 Hutchinson-Lavin

PLAN REFERENCES

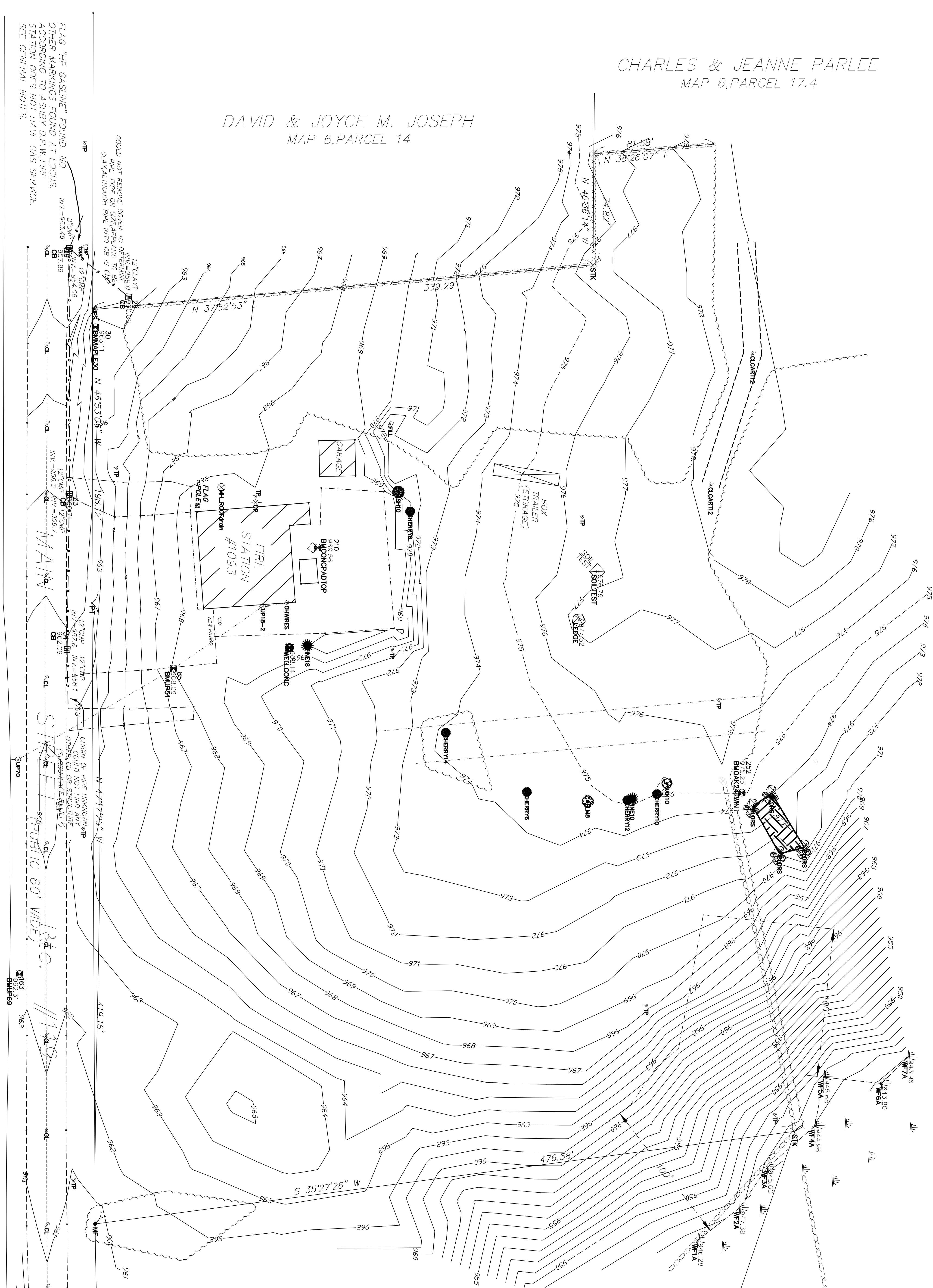
- Region of Deeds
- Book Page
- 1977 335d Parcel by Bury
- Engineering for Department
- of Fisheries, Wildlife &
- Environmental Law Enforcement,
- 1987 State Layout of Main
- Street, Route #119.

ABBREVIATIONS

- CLAY CLAY PIPE
- CGP CORRUGATED GALVALUME PIPE
- CONCRETE CONCRETE
- CP CAST IRON PIPE
- CMH CORRUGATED METAL PIPE
- DI DIA
- SIZE IN INCHES

GENERAL NOTES:

- 1) Site is NOT in a Special Flood Hazard Area as shown on the HUD F.I.A. Flood Hazard Boundary Map No. 00789 for the town of Ashby, Massachusetts, dated 8/7/1986. Community No. 250768. Check with the Federal Emergency Management Agency (FEMA) for current flood zone data.
- 2) Zoning District: Residential-Commercial (R.C.)
- 3) Elevations shown are based on NAVD83 datum.
- 4) Location of Utilities were obtained by field survey or visible structures or obtained from the Ashby Public Works Department. All as well as location, size, depth and construction of any and all structures above and under ground are not guaranteed and are to be considered as approximate. Owner, agent, or contractor shall excavate and construct.
- 5) All utility lines may not be shown on this plan.
- 6) All utility lines may not be shown on this plan.
- 7) Survey conducted by Dr. Neal Anderson, Registered Professional Surveyor, License No. 14888, 344-7233, 62 New Ipswich Road, Ashby, MA 01817, 978-386-4431, 978-386-6834.
- 8) Wetlands Flagged by Dr. Neal Anderson.



L=2999.33
 R=1827.84
 D=9'22.58"

FLAG "HP GASLINE" FOUND. NO OTHER MARKINGS FOUND AT LOCUS. ACCORDING TO ASHBY D.P.W., FIRE STATION DOES NOT HAVE GAS SERVICE. SEE GENERAL NOTES.

DRAWING:
 EXISTING
 CONDITIONS
 PLAN

PROJECT TITLE:
 PUBLIC
 SAFETY
 FACILITIES
 FEASIBILITY
 STUDY

1093 MAIN STREET
 ASHBY, MA

SCALE: 1" = 30'-0"
 DATE: 8-18-08
 DRAWN: AMS
 CHECKED: JMC
 PROJ. NO: 07-2027
 FILE NAME: \CHIL.CX
 REV: _____
 REV: _____

430 MAIN STREET
 ABBEVILLE, MA 01001
 TEL: 413-786-9900
 FAX: 413-786-9999

ARCHITECTS
 ENGINEERS
 INTERIOR DESIGNERS
 PROJECT MANAGEMENT



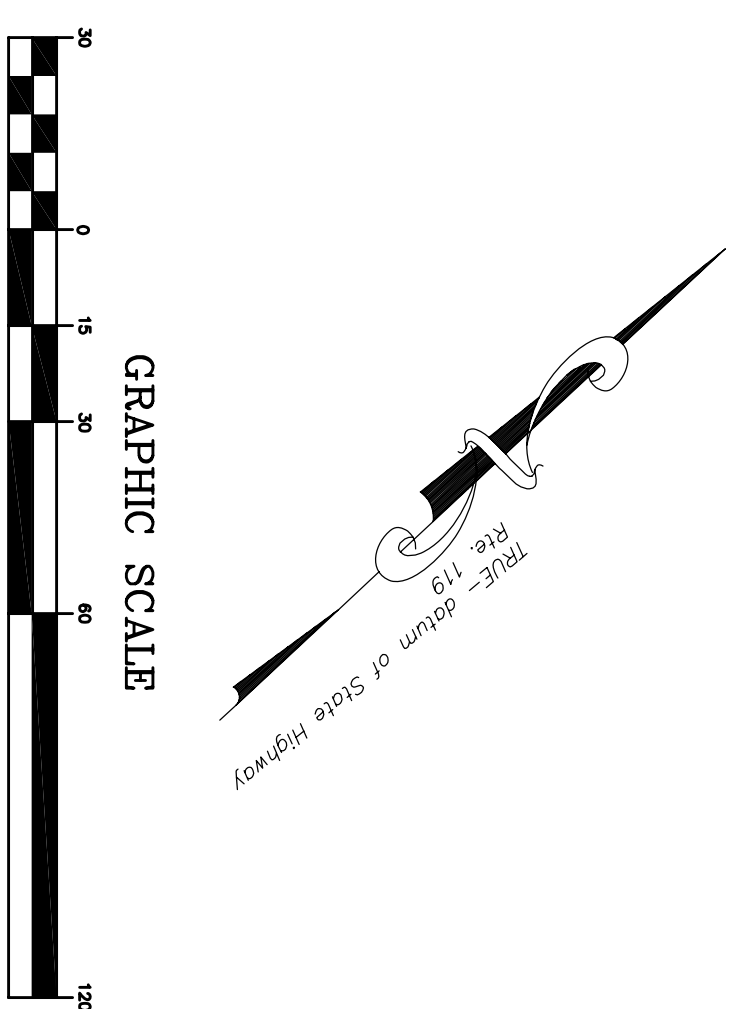
1093 MAIN STREET
 ASHBY, MA 01817
 TEL: 978-386-4431
 FAX: 978-386-6834

EXISTING CONDITIONS SITE PLAN

PREPARED FOR
TOWN OF ASHBY
ASHBY, MA
SEPTEMBER 24, 2008 SZOG SURVEYORS
32 PLEASANT ST., GARDNER, MA

- SYMBOLS**
- Survey Station
 - Iron Pin Survey Stake
 - Point Number
 - Elevation
 - Description
 - Catch Basin
 - Exposed Pipe
 - Utility Pole (Number)
 - Bench Mark (Object)
 - Well (No. / Elevation)
- LINE TYPES**
- Stone Wall
 - Tree Line / Edge Woods
 - Edge of Paving
 - Open Line
 - Edge Dirt
 - Overhead Wires
 - 100' Wetland Buffer
 - Top Wetland Buffer

LAND OF THE TOWN OF ASHBY
MAP 6, PARCEL 16.2



- DEED REFERENCES**
- 1867 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent

- ABBREVIATIONS**
- CLAY CLAY PIPE
 - CG CLAY PIPE
 - RCP REINFORCED CONCRETE PIPE
 - CP CAST IRON PIPE
 - CMP CORRUGATED METAL PIPE
 - 00 SIZE IN INCHES

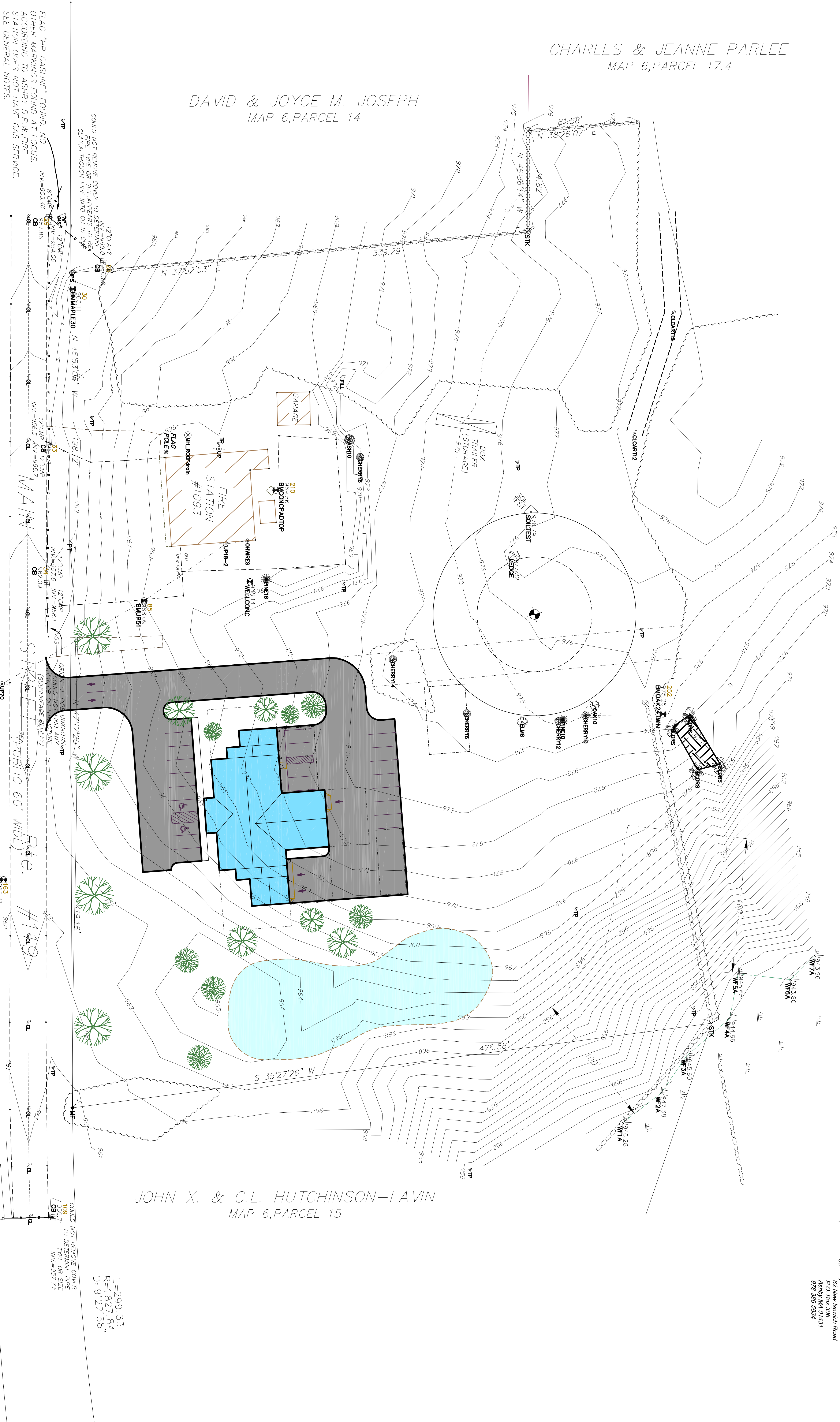
- PLAN REFERENCES**
- 1867 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent
 - 1887 266 Patent

- GENERAL NOTES:**
- Site is NOT in a Special Flood Hazard Area as shown on the HUD FIA Flood Hazard Boundary Map No. 00789 for the town of Ashby, Massachusetts, Community No. 2507785, dated 8/7/1996.
 - Zoning District: Residential-Commercial R/C.
 - Elevations shown are based on NAVD83 datum.
 - Survey conducted by Charles & Jeanne Parlee, Surveyors.
 - Location of Utilities were obtained by field survey of visible structures or obtained from the Ashby Public Works Department, or as well as location, size, depth and construction of any and all structures above and under ground are not guaranteed and are to be considered as approximate. Owner, agent, or contractor shall excavate and construct.
 - All utility lines may not be shown on this plan.
 - Survey conducted by Charles & Jeanne Parlee, Surveyors.
 - Wetlands Flagged by Dr. Neal Anderson
 - 62 New Isworth Road
Ashby, MA 01503
401-833-3300
401-833-3301
978-386-8834

CHARLES & JEANNE PARLEE
MAP 6, PARCEL 17.4

DAVID & JOYCE M. JOSEPH
MAP 6, PARCEL 14

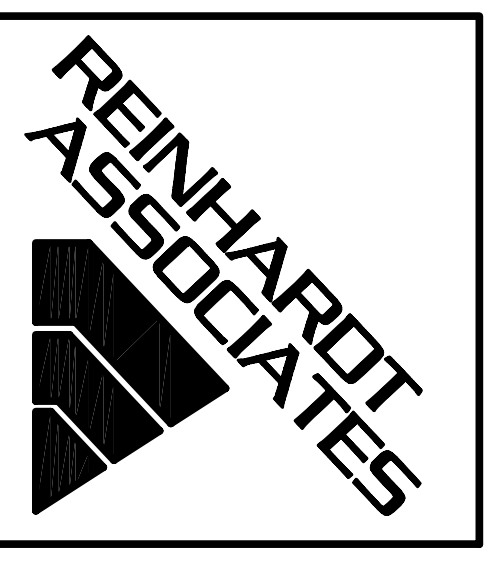
JOHN X. & C.L. HUTCHINSON-LAVIN
MAP 6, PARCEL 15



L=299.33
R=1827.84
D=9'22.58"

FLAG "HP GASLINE" FOUND, NO OTHER MARKINGS FOUND AT LOCUS ACCORDING TO ASHBY D.P.W. FIRE STATION DOES NOT HAVE GAS SERVICE. SEE GENERAL NOTES.

COULD NOT REMOVE COVER TO DETERMINE TYPE OR SIZE OF PIPE
TO DETERMINE PIPE TYPE OR SIZE
INV.#=93172



ARCHITECTS
ENGINEERS
INTERIOR DESIGNERS
PROJECT MANAGEMENT

430 MAIN STREET
ARAWAK, MA 01001
TEL. 413-786-9900
FAX 413-786-9999

PROJECT TITLE:
PUBLIC SAFETY FACILITIES FEASIBILITY STUDY

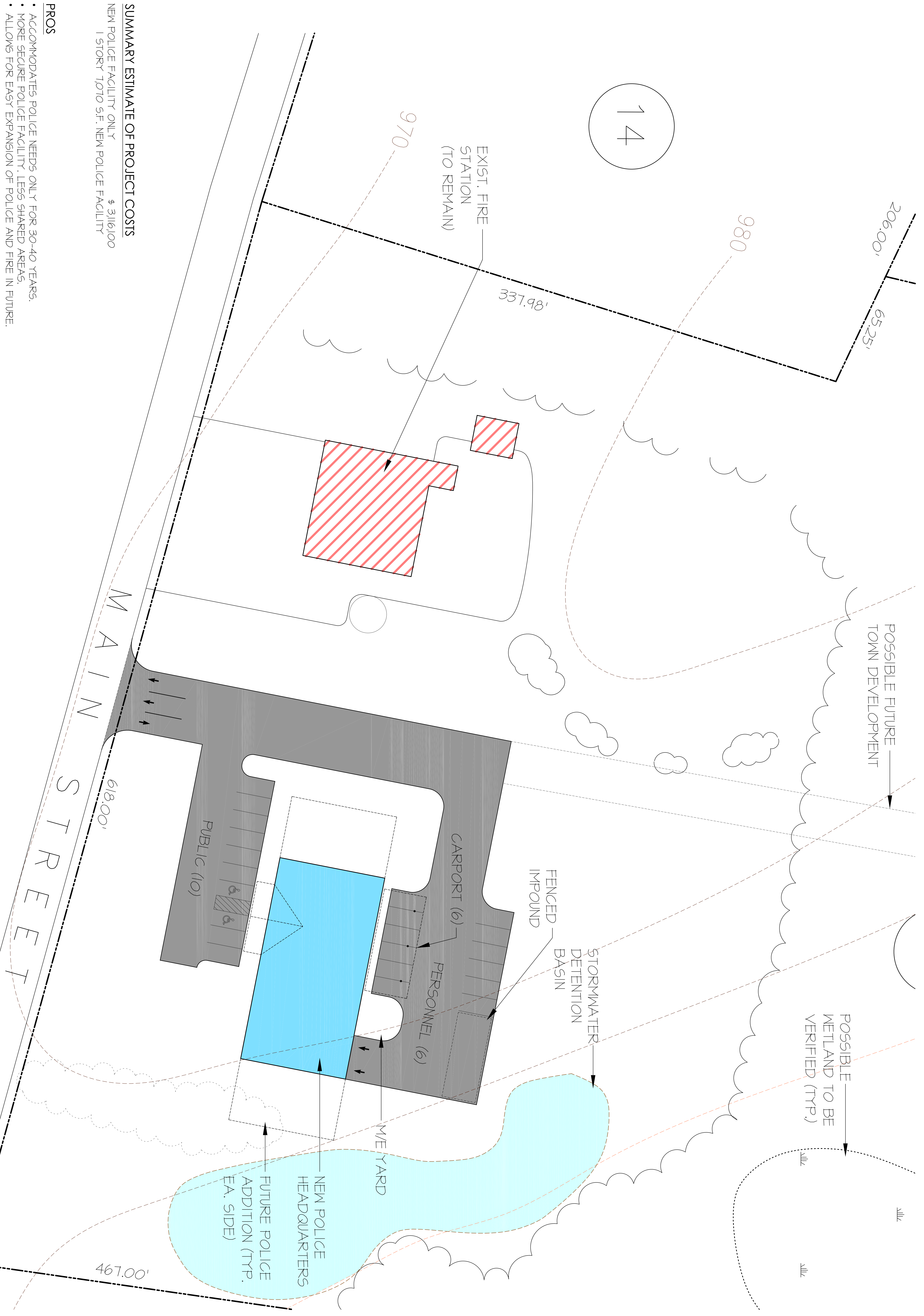
**1093 MAIN STREET
ASHBY, MA**

SCALE: 1" = 30'-0"
DATE: 8-18-08
DRAWN: AUS
CHECKED: JMC
PROJ. NO: 07-2027
FILE NAME: \CHL.CX
REV: _____
REV: _____

DRAWING:
REVISED
EXISTING
CONDITIONS
PLAN

SHEET:
C1

14



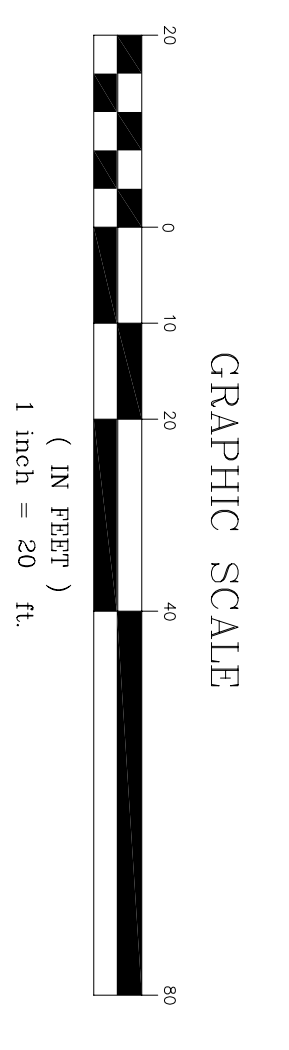
SUMMARY ESTIMATE OF PROJECT COSTS
 NEW POLICE FACILITY ONLY \$ 3,116,100
 1 STORY 7,070 S.F. NEW POLICE FACILITY

PROS

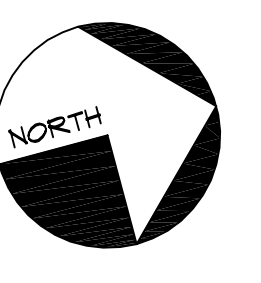
- ACCOMMODATES POLICE NEEDS ONLY FOR 30-40 YEARS.
- MORE SECURE POLICE FACILITY. LESS SHARED AREAS.
- ALLOWS FOR EASY EXPANSION OF POLICE AND FIRE IN FUTURE.

CONS

- DOES NOTHING TO ADDRESS CURRENT FIRE DEPARTMENT NEEDS.
- POSTPONES FIRE IMPROVEMENTS FOR FUTURE HIGHER COSTS.
- ELIMINATES SHARED SPACE/FUNCTIONS INCREASING FUTURE PROJECT COSTS.



SITE PLAN OPTION D
 SCALE: 1" = 20'-0"



REINHARDT ASSOCIATES

- ARCHITECTS
- ENGINEERS
- INTERIOR DESIGNERS
- PROJECT MANAGEMENT

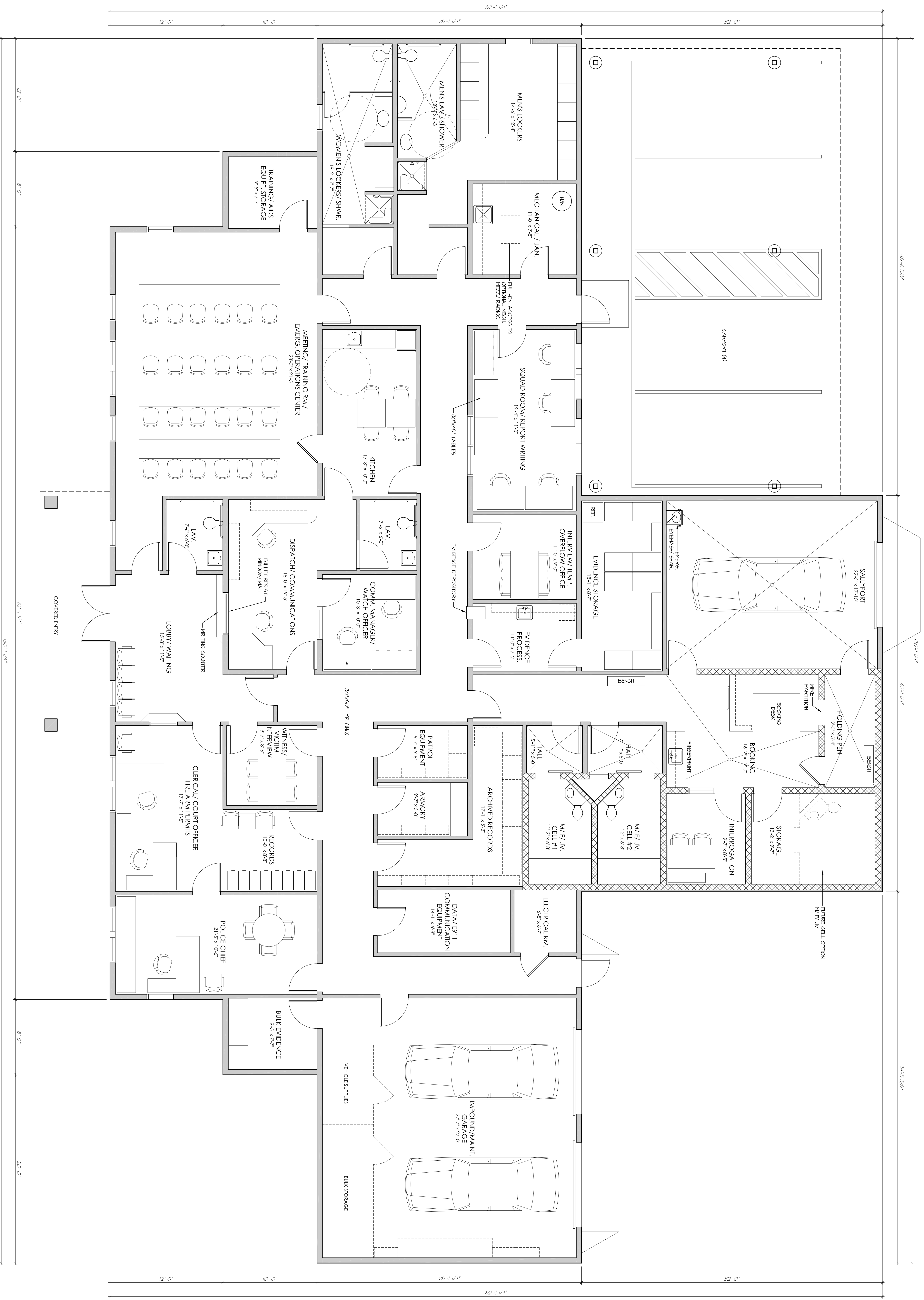
430 MAIN STREET
 ABBOTTSFORD, MA 01101
 TEL.: 413.786.9600
 FAX.: 413.786.9699

SCALE: 1" = 20'-0"
 DATE: 8-18-08
 DRAWN: AMS
 CHECKED: JMG
 PROJ. NO: 07-2027
 FILE NAME: \CH1\C1D
 REV:
 REV:

PROJECT TITLE:
PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
 1093 MAIN STREET
 ASHBY, MA

DRAWING:
SITE PLAN OPTION D

SHEET:
C1D

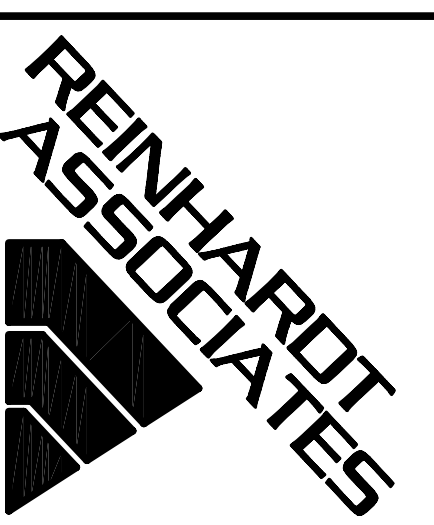


6970 G.S.F.

PRELIMINARY FLOOR PLAN
SCALE: 1/4" = 1'-0"

- ARCHITECTS
- ENGINEERS
- INTERIOR DESIGNERS
- PROJECT MANAGEMENT

430 MAIN STREET
ABAWAM, MA 01001
TEL. 413. 786. 9900
FAX. 413. 786. 9999



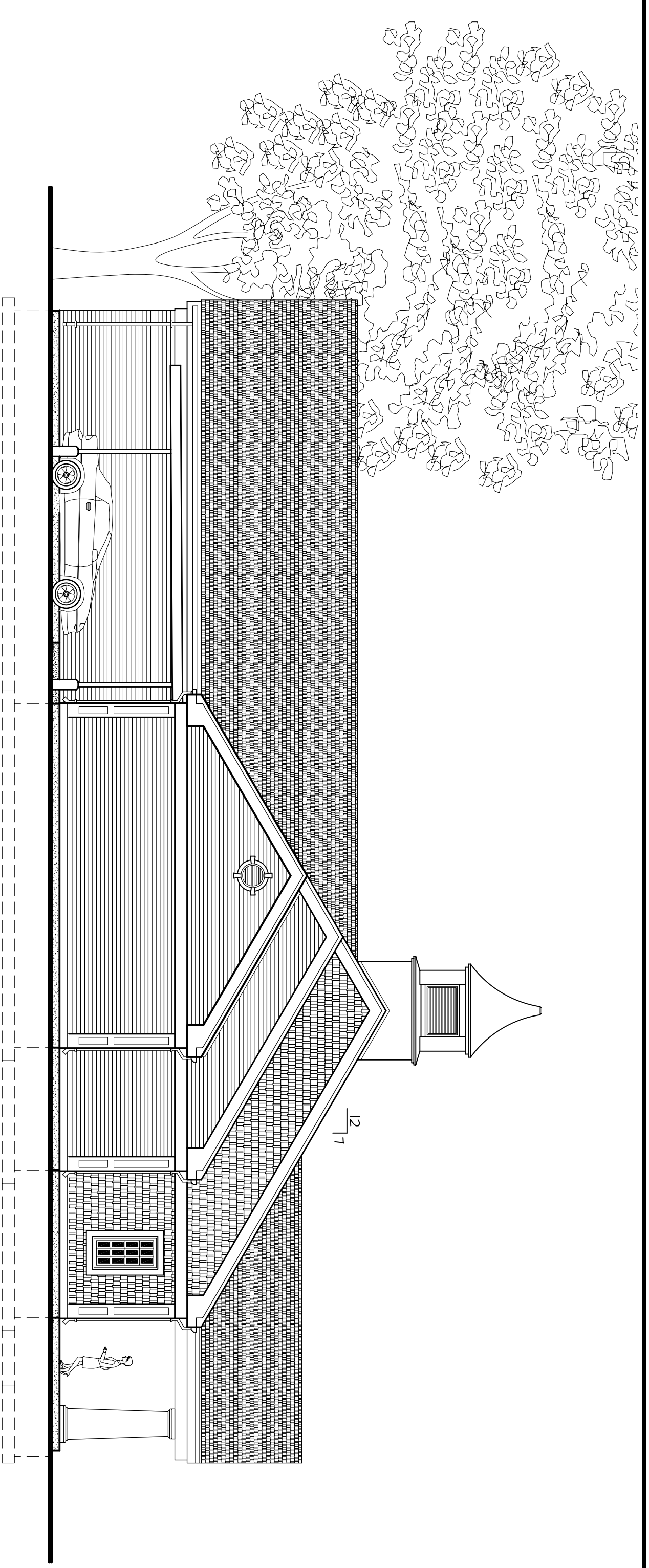
SCALE: 1/4" = 1'-0"
DATE: 8-18-08
DRWN: AUS
CHECKED: JMC
PROJ. NO: 07-2027
FILE NAME: PRELIM.A.1
REV:
REV:

PROJECT TITLE:
PUBLIC SAFETY FACILITIES FEASIBILITY STUDY

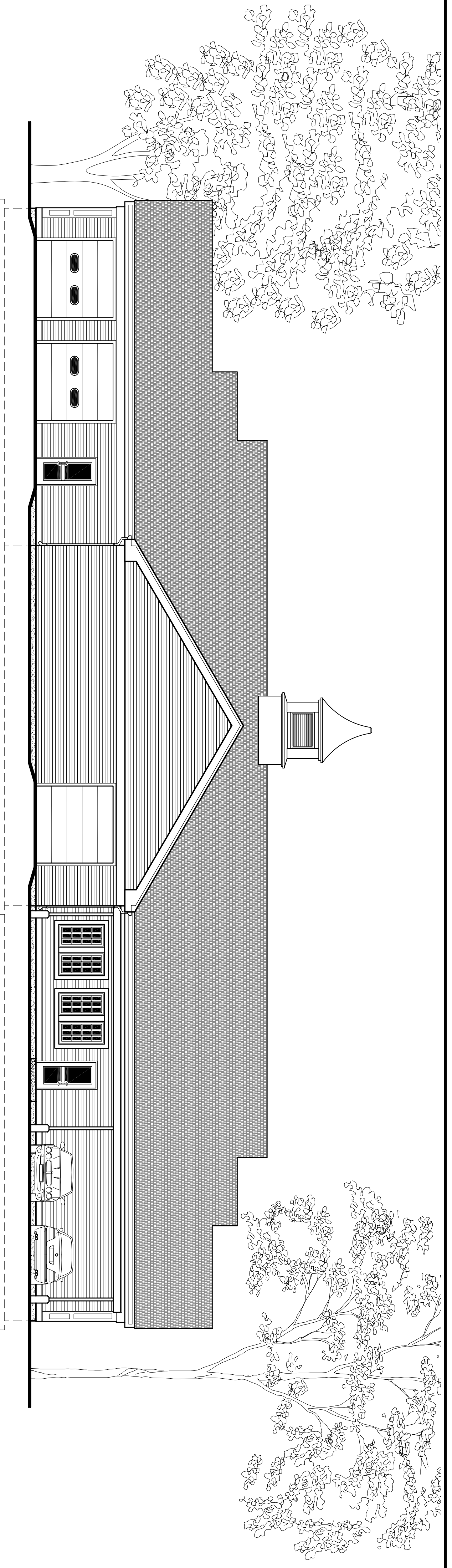
1093 MAIN STREET
ASHBY, MA

DRAWING:
PRELIMINARY FLOOR PLAN

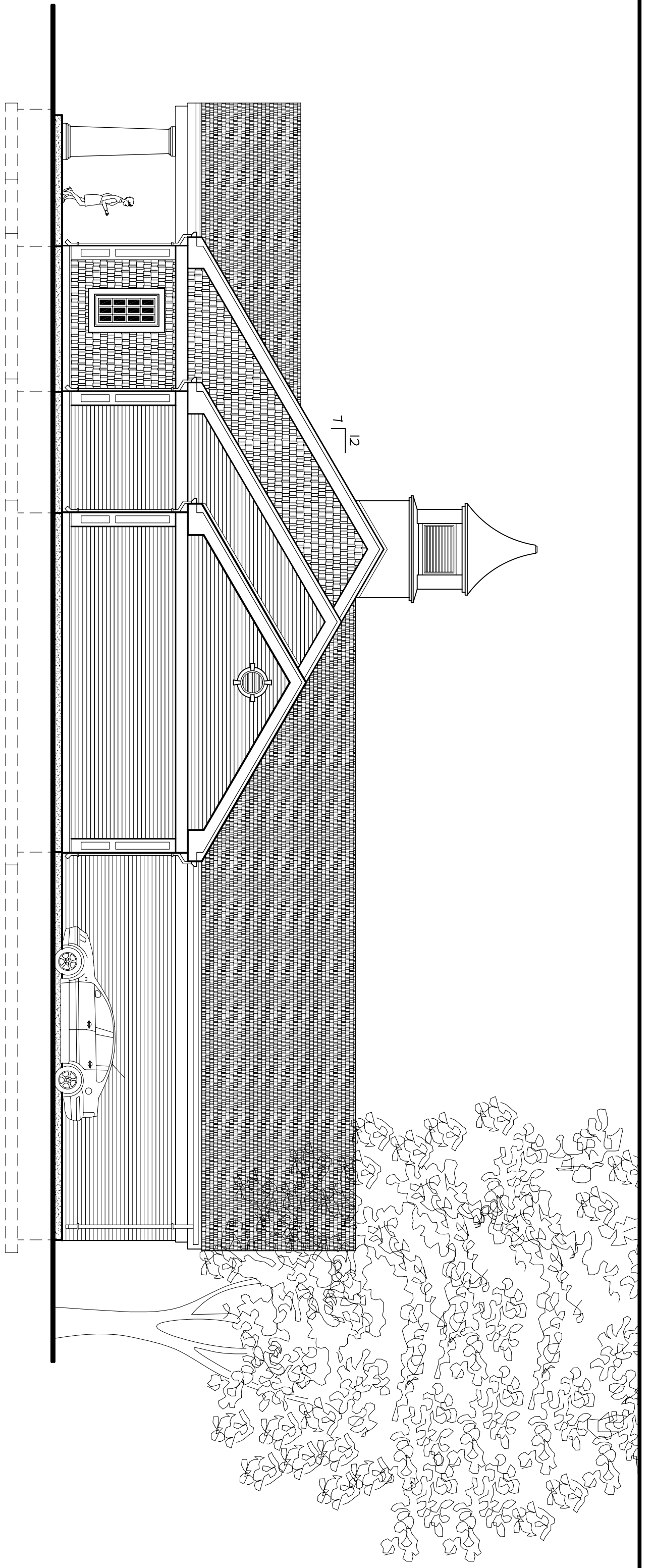
SHEET:
A.1



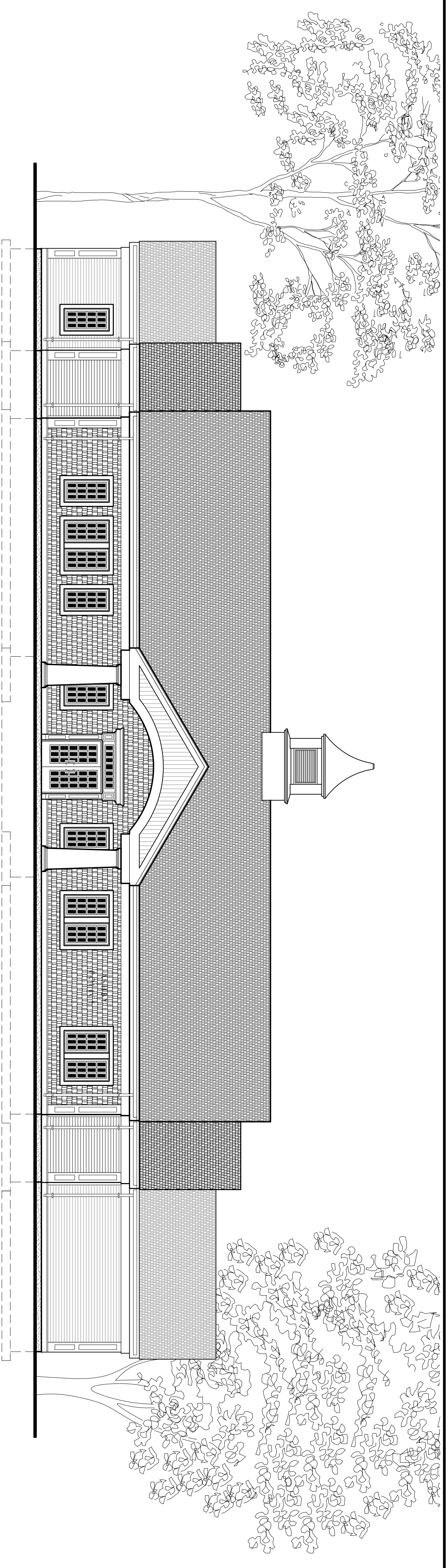
WEST ELEVATION
SCALE: 1/8" = 1'-0"



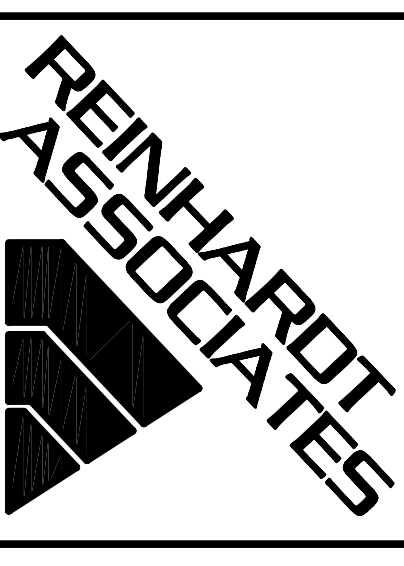
SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



EAST ELEVATION
SCALE: 1/8" = 1'-0"



NORTH ELEVATION
SCALE: 1/8" = 1'-0"



- ARCHITECTS
- ENGINEERS
- INTERIOR DESIGNERS
- PROJECT MANAGEMENT

430 MAIN STREET
ABRAMS, MA 01001
TEL.: 413.786.9600
FAX.: 413.786.9699

START:

SCALE: 1/8" = 1'-0"

DATE: 8-18-08

DRAWN: AMS

CHECKED: JMG

PROJ. NO: 07-2027

FILE NAME: VPREM.A2.1

REV:

REV:

PROJECT TITLE:

**PUBLIC
SAFETY
FACILITIES
FEASIBILITY
STUDY**

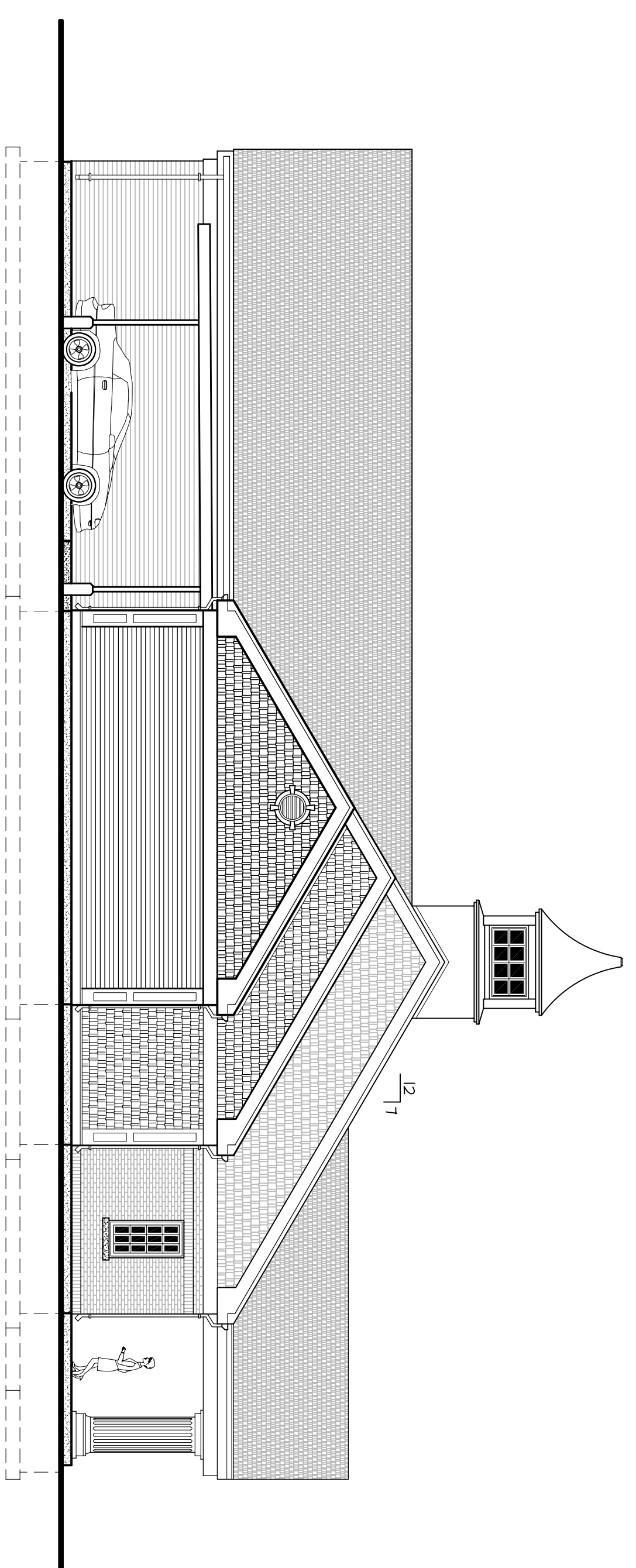
1093 MAIN STREET
ASHBY, MA

DRAWING:

**PRELIMINARY
EXTERIOR
ELEVATIONS
OPTION 1**

SHEET:

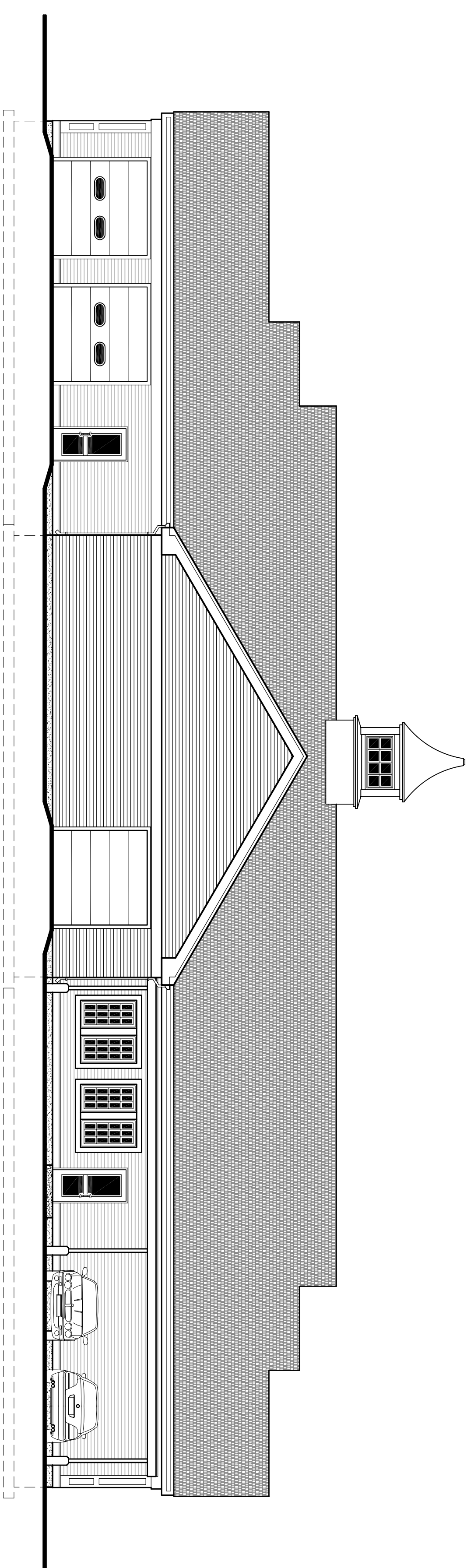
A.2.1



WEST ELEVATION
SCALE: 1/8" = 1'-0"

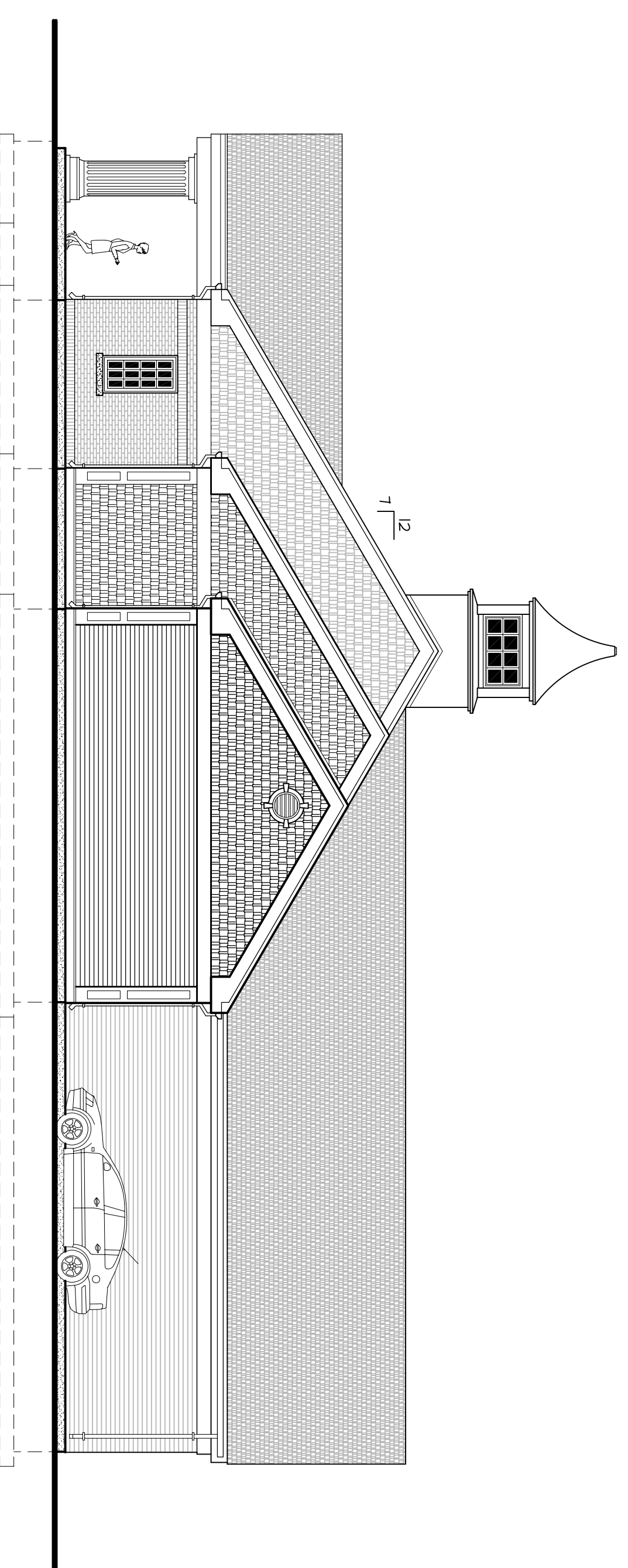
· ARCHITECTS
· ENGINEERS
· INTERIOR DESIGNERS
· PROJECT MANAGEMENT

430 MAIN STREET
ABRAMS, MA 01001
TEL: 413.786.9600
FAX: 413.786.9699



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

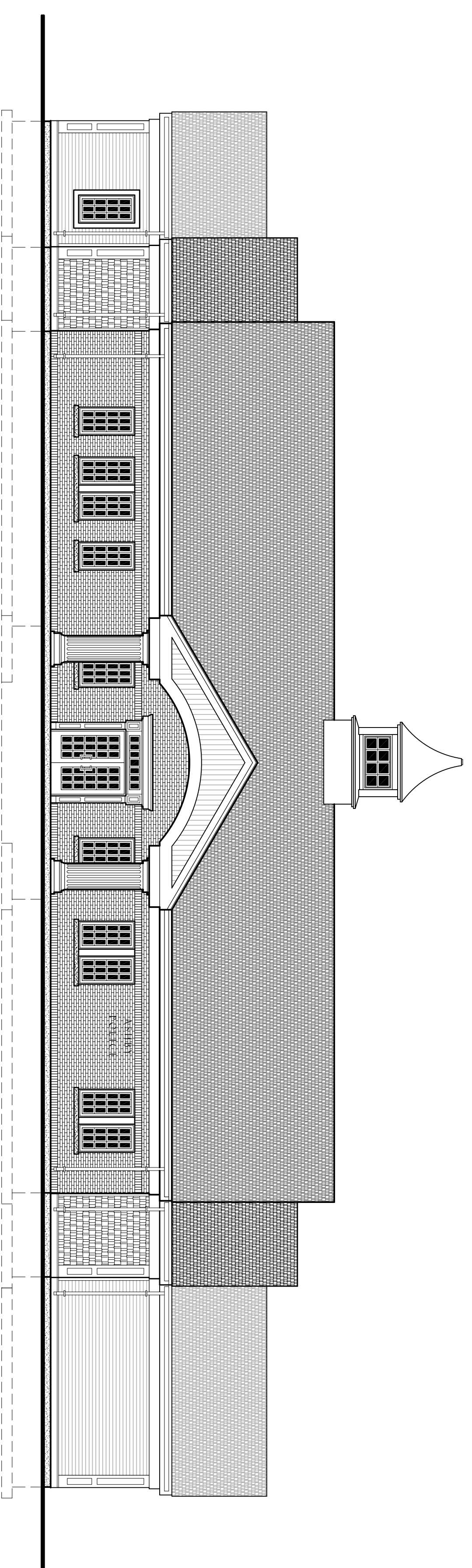
SCALE: 1/8" = 1'-0"
DATE: 8-18-08
DRAWN: AMS
CHECKED: JMG
PROJ. NO: 07-2027
FILE NAME: \PRELIM\A.22
REV:
REV:



EAST ELEVATION
SCALE: 1/8" = 1'-0"

PROJECT TITLE:
**PUBLIC
SAFETY
FACILITIES
FEASIBILITY
STUDY**

1093 MAIN STREET
ASHBY, MA

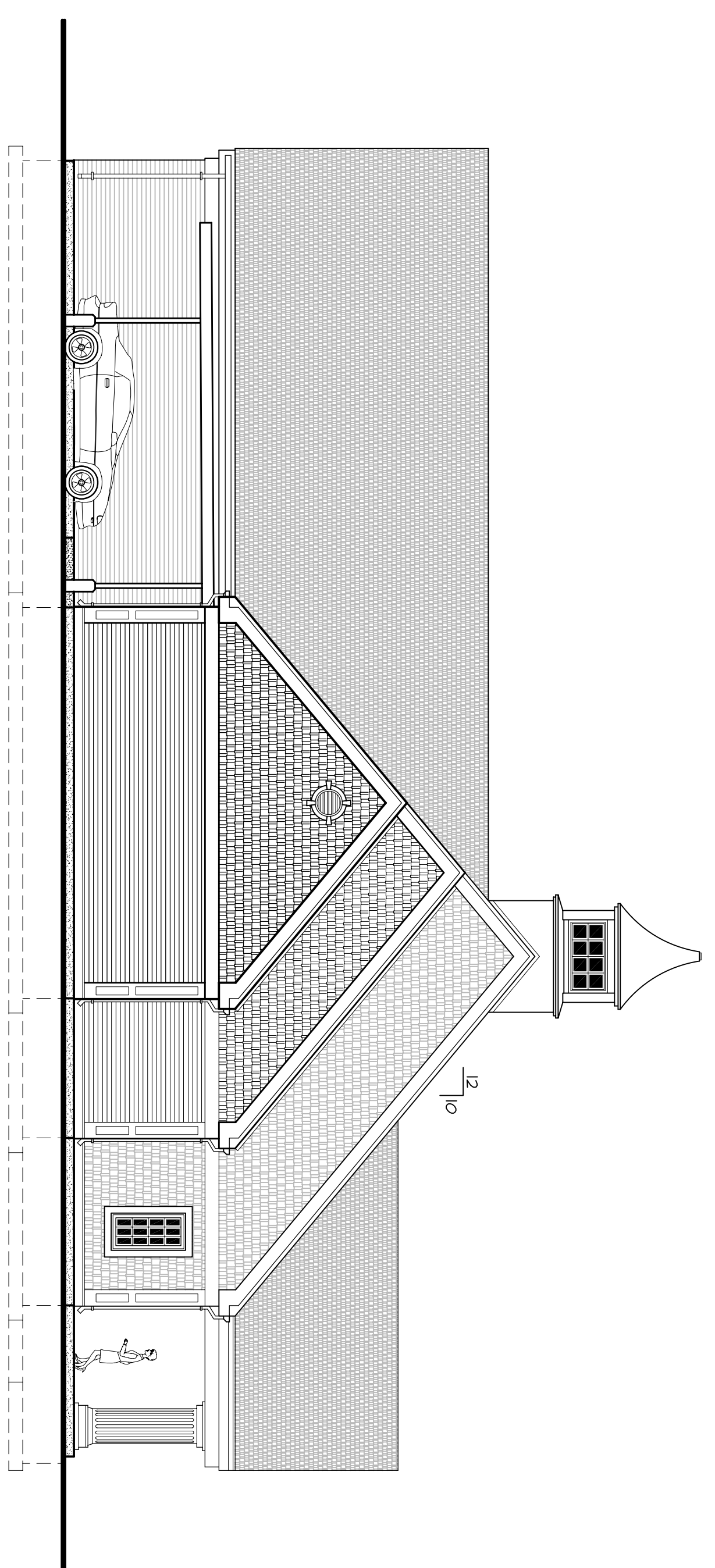


NORTH ELEVATION
SCALE: 1/8" = 1'-0"

DRAWING:
**PRELIMINARY
EXTERIOR
ELEVATIONS
OPTION 2**

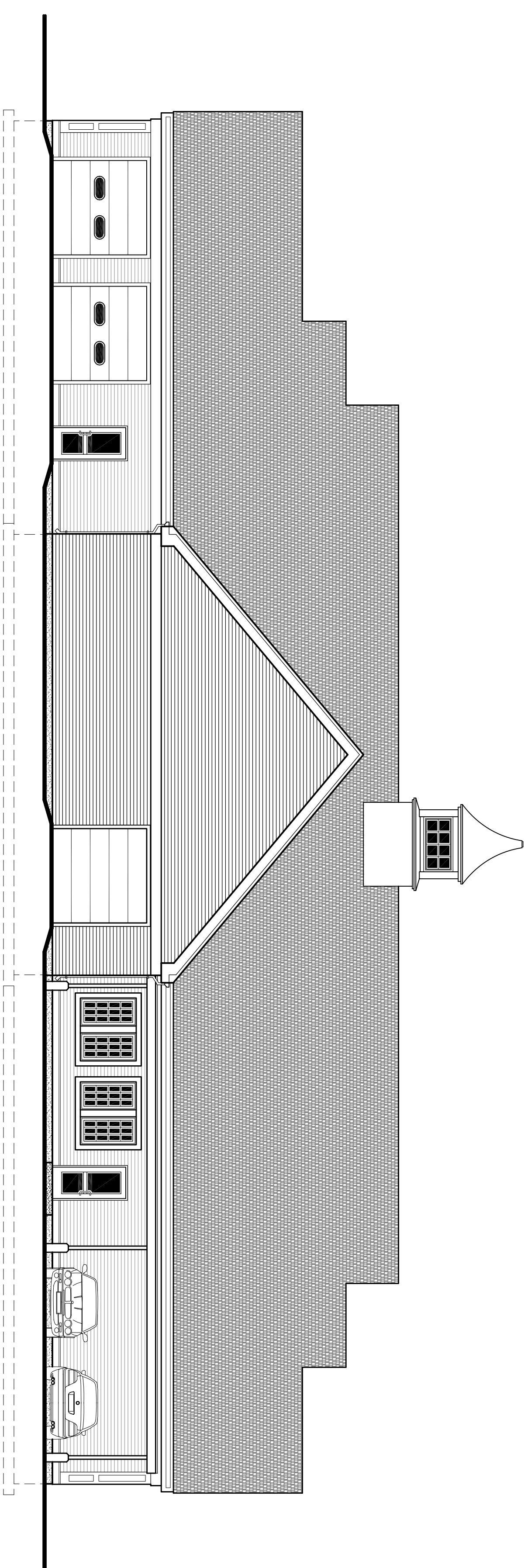
SHEET:

A.22



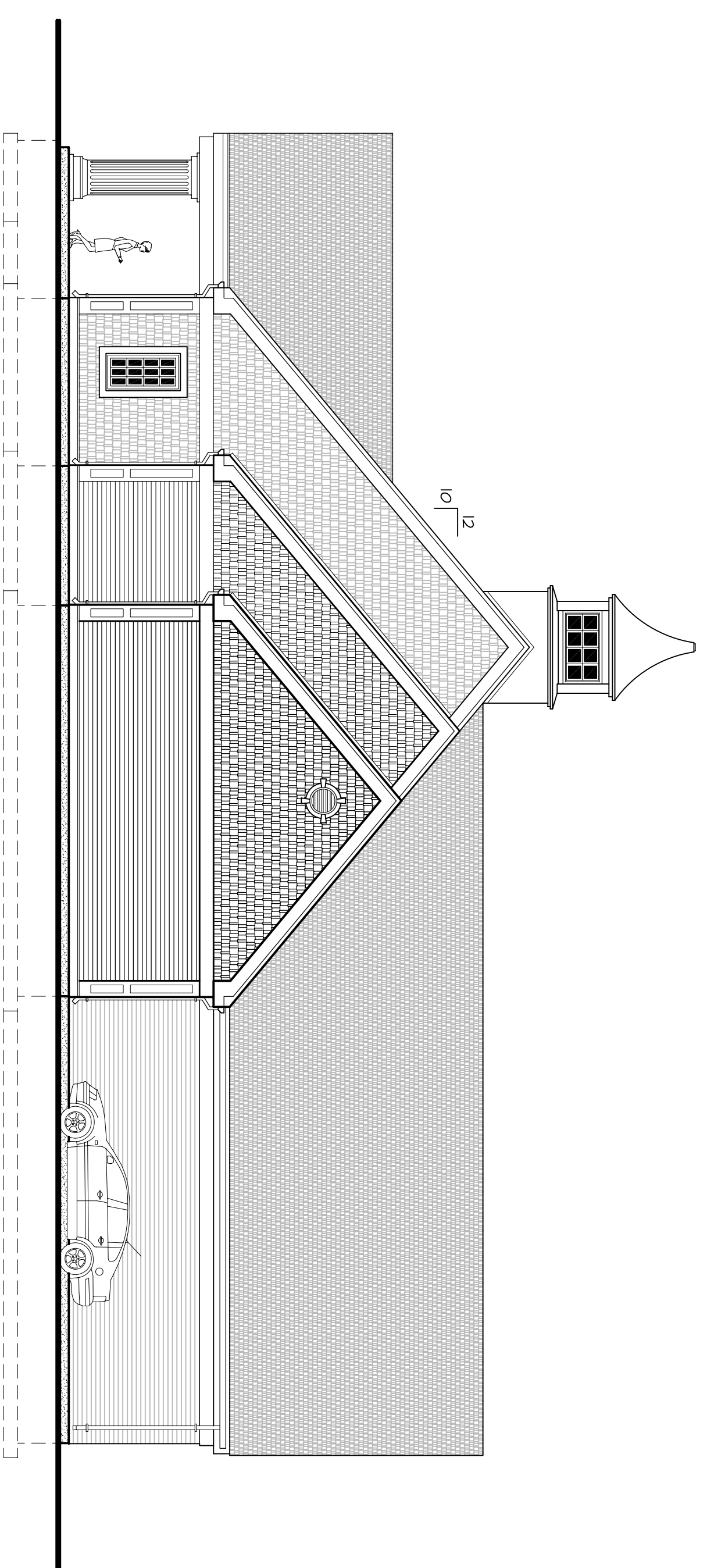
WEST ELEVATION
SCALE: 1/8" = 1'-0"

REINHARDT ASSOCIATES
 ARCHITECTS
 ENGINEERS
 INTERIOR DESIGNERS
 PROJECT MANAGEMENT
 430 MAIN STREET
 ABBOTTSFORD, MA 01101
 TEL.: 413.786.9600
 FAX.: 413.786.9699



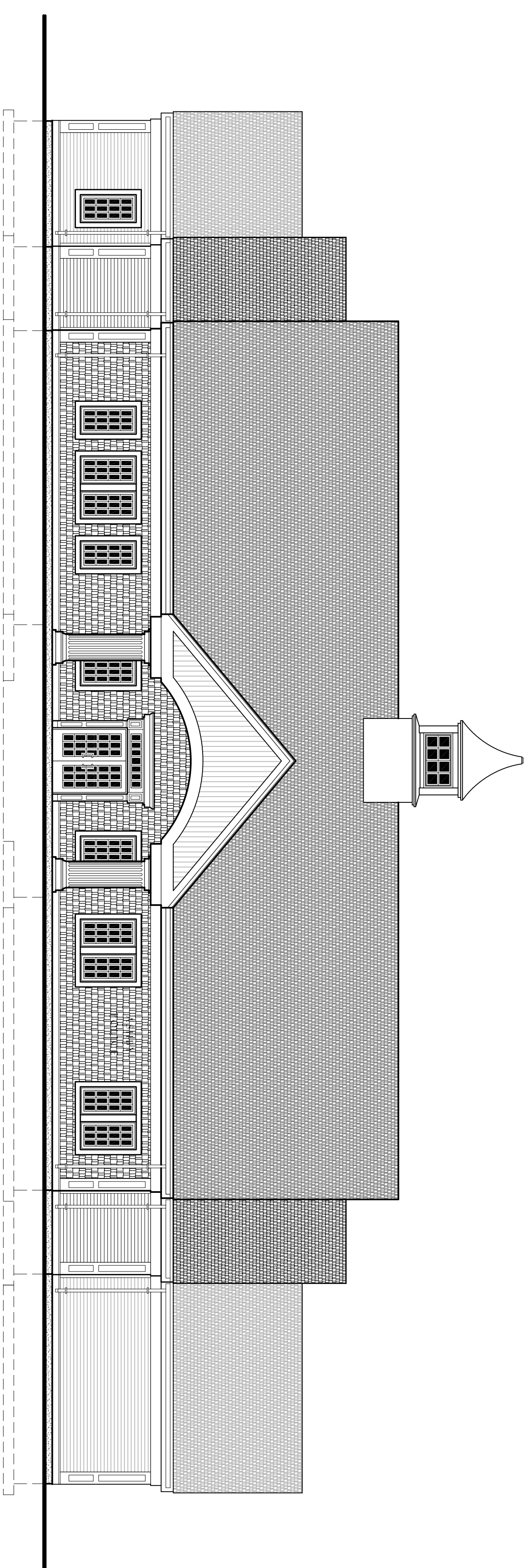
SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

SCALE: 1/8" = 1'-0"
 DATE: 8-18-08
 DRAWN: AMS
 CHECKED: JMG
 PROJ. NO: 07-2027
 FILE NAME: VPRELMA.A31
 REV:
 REV:



EAST ELEVATION
SCALE: 1/8" = 1'-0"

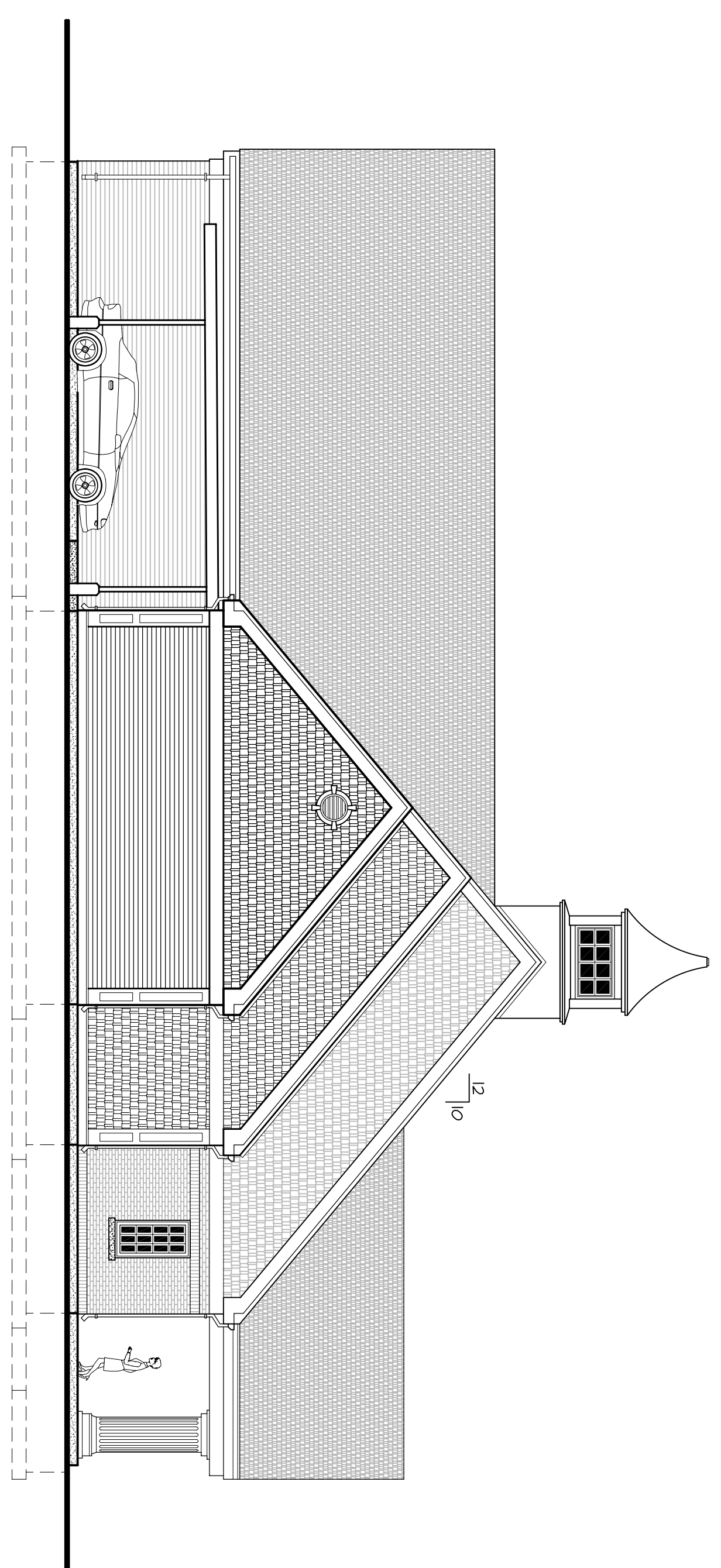
PROJECT TITLE:
**PUBLIC
 SAFETY
 FACILITIES
 FEASIBILITY
 STUDY**
 1093 MAIN STREET
 ASHBY, MA



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

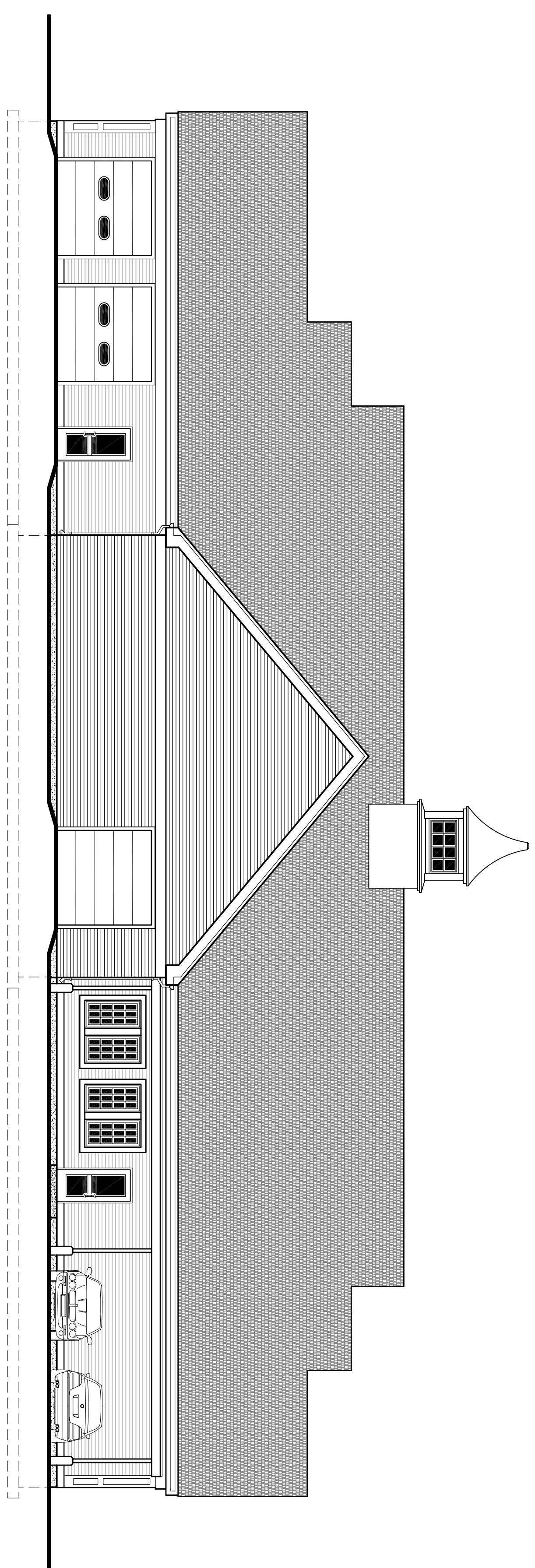
DRAWING:
 PRELIMINARY
 EXTERIOR
 ELEVATIONS
 OPTION 3

SHEET:
A.31



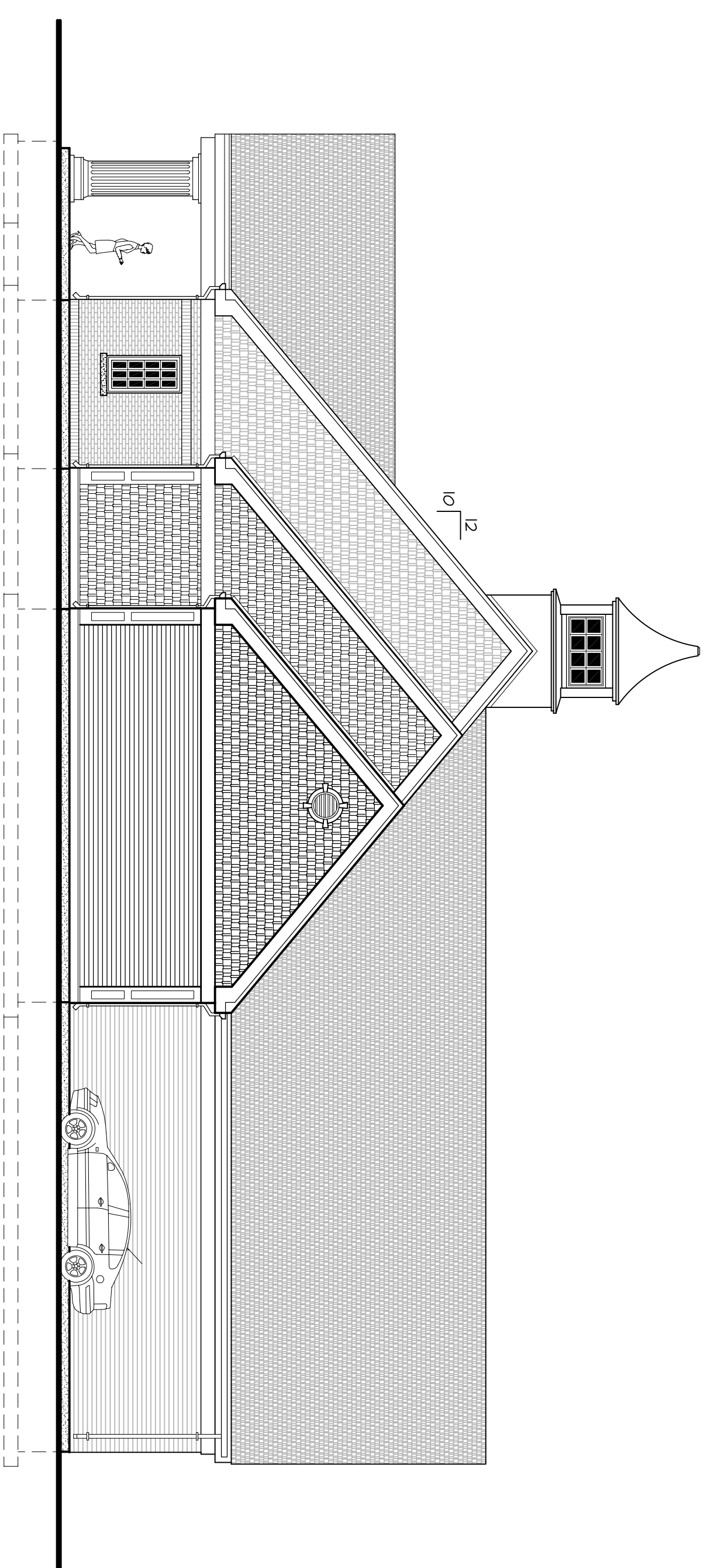
WEST ELEVATION
SCALE: 1/8" = 1'-0"

REINHARDT ASSOCIATES
 ARCHITECTS
 ENGINEERS
 INTERIOR DESIGNERS
 PROJECT MANAGEMENT
 430 MAIN STREET
 ABBOTSFORD, MA 01101
 TEL. 413.786.9600
 FAX. 413.786.9699



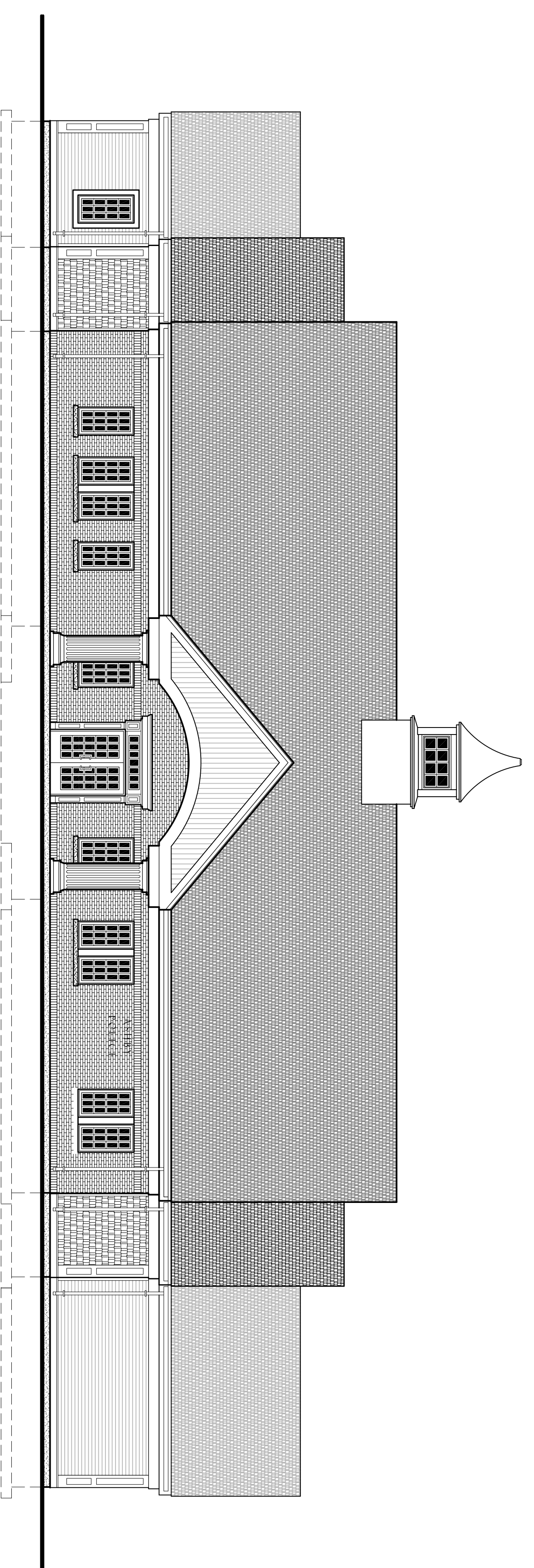
SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

SCALE: 1/8" = 1'-0"
 DATE: 8-18-08
 DRAWN: AMS
 CHECKED: JMG
 PROJ. NO: 07-2027
 FILE NAME: VPREM.A.32
 REV:
 REV:



EAST ELEVATION
SCALE: 1/8" = 1'-0"

PROJECT TITLE:
**PUBLIC
 SAFETY
 FACILITIES
 FEASIBILITY
 STUDY**
 1093 MAIN STREET
 ASHBY, MA



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

DRAWING:
 PRELIMINARY
 EXTERIOR
 ELEVATIONS
 OPTION 4

SHEET:
A.32



ASHBY
POLICE



REINHARDT ASSOCIATES

architects • engineers • interior designers • planners

**PUBLIC SAFETY FACILITIES FEASIBILITY STUDY
ASHBY, MA**

Project #07-2027

PROBABLE BUDGET ESTIMATE OF PROJECT COSTS:OPTION D: NEW POLICE FACILITY OPTION
PRELIMINARY FLOOR PLAN: August 18, 2008March 17, 2008
Revised: August 18, 2008
Revised: September 30, 2008**1. SITE WORK**

a. General site work (allowance)	\$ 300,000.
b. On-Site Domestic Well	8,000.
c. On-Site Title V Sanitary System	17,000.
d. DEP Tight Tank	12,000.

2. GENERAL RENOVATION/ CONSTRUCTION

a. Construct 1-Story conventionally framed 6,970 GSF Police Facility @ \$220/SF =	1,533,400.
b. Carport	22,000.
c. Cupola	15,000.

Sub Total:

\$ 1,907,400.**3. CONSTRUCTION FACTORS**

a. General Conditions / General Requirements @ 9%	171,700.
---	----------

Sub Total:

\$ 2,079,100.

b. Contractor's Overhead & Profit @ 6% =	124,700.
--	----------

Sub Total:

\$ 2,203,800.

c. Design Contingency@ 8% =	176,300.
-----------------------------	----------

Sub-Total:

\$ 2,380,100.

d. Construction Change Contingency @ 5% =	119,000.
---	----------

4. TOTAL PRELIMINARY CONSTRUCTION BUDGET:

\$ 2,499,100.

5. PROJECT DEVELOPMENT

a. Architectural / Engineering Services: (DCAM Guideline)	274,000.	
b. Project Manager (Mgl c149§ 44A1/2) (est.)	120,000.	
c. Site Survey	8,000.	
d. Geotechnical Engineer / Borings	9,000.	
e. Legal / Bonding Counsel	40,000.	
f. Printing / Reproduction	20,000.	
g. Legal Advertising / Bid	800.	
h. Clerk of the Works (See Project Manager)	0.	
i. Construction Materials Testing	10,000.	
j. Furniture, Fixtures & Equipment	40,000.	
1) Tel / Data Systems (Est.)	20,000.	
2) Radio / Antenna Systems (Est.)	20,000.	
k. Moving/ Relocation Expenses	4,000.	
Sub Total:		\$ 565,800.

6. TOTAL PROBABLE BUDGET ESTIMATE OF PROJECT COSTS **\$ 3,064,900.**

7. QUALIFICATIONS

- a. This Estimate of Probable Project Cost is based on Following assumptions:
 - 1. Normal Construction schedule has been used to prepare the Estimate.
 - 2. Premium time costs are not included. Costs are based on forty hour work week, Mon. thru Fri.
 - 3. This Estimate is based on Prevailing Wage Rates.
 - 4. No costs are included for disposal or remedial work on contaminated soil.
 - 5. No allowance is included for Hazardous Materials Abatement.
 - 6. Items that could impact this Estimate are:
 - a. Unforeseen subsurface conditions
 - b. Restrictive technical specification
 - c. Non-competitive bid conditions (less than six qualified bids)
 - d. Sole source specification of materials or products
 - e. Delays beyond the project schedule or **January 2009** bid date
 - f. Accelerated completion

- b. This opinion of Probable Cost of Construction is made on the basis of the experience, qualifications and best judgment of RAI's professional staff. This Estimate is for budget purposes only; actual construction value is determined after the completion of the Construction Documents and the Bid Award process. Variance of +/- 5% of the estimate amount is probable.