

**Municipal Buildings Strategic Plan
Advisory Committee
Minutes
Thursday, October 29, 2015
7:00pm
Town Hall South
3 Main Street, Newtown**

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE
MUNICIPAL BUILDINGS STRATEGIC PLAN ADVISORY COMMITTEE

The Municipal Buildings Strategic Plan Advisory Committee held a regular meeting on Thursday, October 29, 2015 in the meeting room at Town Hall South. The meeting was called to order at 7:04pm.

Present: Chairman Jay Maher, Bill Brimmer, Walt Motyka, Scott Cicciari, Mike Marinaccio, Kathy Hamilton, Jim Filan, Rebekah Harriman

Absent: Michelle Ku, Paul Lundquist

Others Present: Geralyn Hoerauf of Diversified Management, Ken Best of DRA, First Selectman Pat Llodra, George Benson – director of planning, Christal Preszler- Grant Coordinator, one member of the press, and eight members of the public

1. Review and Approval of Minutes:

Motion: Jay Maher motioned to accept minutes. Bill Brimmer seconded. The motion was approved unanimously.

2. Report on CIP Recommendations to BOS on September 10th

Bill and Geralyn went to the Board of Selectman (BOS) meeting on September 10th and contributed to the discussion on the CIP recommendations. It was well received and ongoing discussion is anticipated. The recommendation was made to invest a substantial amount of money into the multi-purpose building over the next 5 years of the CIP and that no further money is put into any work done on the Hook and Ladder building after it is vacated.

3. Discussion with George Benson regarding FFH campus and other future Town Development

George Benson and Christal Preszler gave an overview of the FFH campus. The white houses and green houses have been most recently demolished on campus. They will be renovating a duplex (#63 on map) that is expected to be done in spring of 2016. The community center location will be between the Newtown Youth Academy (NYA) and Canaan House. Woodbury Hall is the approximate size of the estimated needed space for the police department – just for reference of what a building built for the police station might look like. – Approx. 1400 square feet on one floor.

Scott asked about if there were thoughts when the FFH master plan was put together about potentially putting the police department on the campus. George answered that it was initially discussed but it never went further and it fell off the radar.

Kathy asks if there were other groups on the radar of the planning office that may be in need for a space. George suggests Plymouth Hall as a viable building for renovation. There is a theater, classrooms, as well as a gymnasium located in that building. It would be expensive to abate it and clean it up, but it's one of the only viable buildings on the campus. Abatement and demolition costs together would probably cost somewhere between \$2-4 million. Plymouth Hall is approximately 52k square feet including the gym, or 34k without the gym.

Woodbury Hall's footprint is between 10-14k square feet. Stratford Hall's footprint is approximately 4k square feet. They were hoping to get some sort of restaurant in Stratford Hall. More event fields will go in by Kent House once it is demolished.

4. Presentation of Further Analysis of Town Hall South as PD Headquarters

Currently, the police department is occupying the top floor of Town Hall South. It may be possible, with renovations, to make Town Hall South work if they are able to use the entire building. On the "Reuse of Town Hall South as the Police Department" handout, the hatched out areas on the blueprint are areas which would need further work. These proposed plans do not accommodate the dispatch area. It also does not include the shooting range which is a key part of what the police were looking for. There is a possibility to construct a shooting range below grade in the front of the building. Lieutenant Kullgren states that the police department had been using an outdoor range in Stratford, but that that facility is no longer in use. Law enforcement in the state of Connecticut are required a certain amount of hours to practice and qualify. Over the last 3 years, outdoor ranges are becoming harder to find. The officers need to be paid for the travel to a shooting range that is not local. Currently they are using the shooting range facility at FCI in Danbury.

Pat Llodra suggests that a cost/benefit analysis of a shooting range should be done. This is an issue that the Town of Bethel is currently struggling with so it would do the town well to be ahead of this by doing an analysis in advance.

The dispatch would not necessarily need to be a separate location from the police department, but there is a request that there is more of a defined separation of space between the police department and dispatch center.

Jim Filan states that it seems like 10 lbs. are trying to be put into a 7 lb. bag by trying to make the needs of a new police station fit into town hall south. Upgrades are needed to THS in order to make the police department an updated and usable building, but it would still be lacking in a few areas including no shooting range and no space for the dispatchers. THS doesn't work for the police department.

Kathy Hamilton asks what it would cost to build a new building for the police department. It is estimated at \$11,355,940 which does include a shooting range. It is everything they would need at a lesser cost than renovating THS. It would take approximately 18 months to build new but 2 years to renovate THS.

The biggest liability with THS is the parking. There is no ability to add more parking spaces for this building.

What are the borough restrictions on THS property if and when it is no longer a municipal building?

If the police department is relocated what happens with the THS building. Where would the social services department go? Park and Rec will hopefully have office space in the community center.

Plymouth Hall and Woodbury Hall should be added to the scope of this committee.

A recommendation should be made to the Board of Selectman at their next meeting on November 16th.

Motion: Jim Filan motioned to recommend to the Board of Selectman that Town Hall South not be renovated for the purposes of the Police Department based on the numbers given at today's meeting. Kathy Hamilton seconded. The motion was approved unanimously.

5. Public Comment

Paul Mangifico of Kent Road and the current chairman of the police commission thanked the committee for the recommendation.

Next meeting date to be determined for early December.

Motion: Jim Filan motioned to adjourn the meeting at 9:40pm. Scott Cicciari seconded. The motion was approved unanimously.

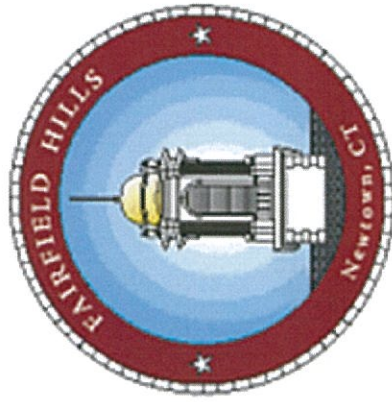
Meeting adjourned at 8:38pm

Respectfully Submitted,
Aileen Barreto, Clerk

Fairfield Hills

Presentation to Municipal Buildings Strategic Plan Committee

October 29, 2015





Fairfield Hills Campus History



History

- Built beginning in the 1930s
- 185 acres
- Purchased by the Town of Newtown in 2004
- 31 buildings existed



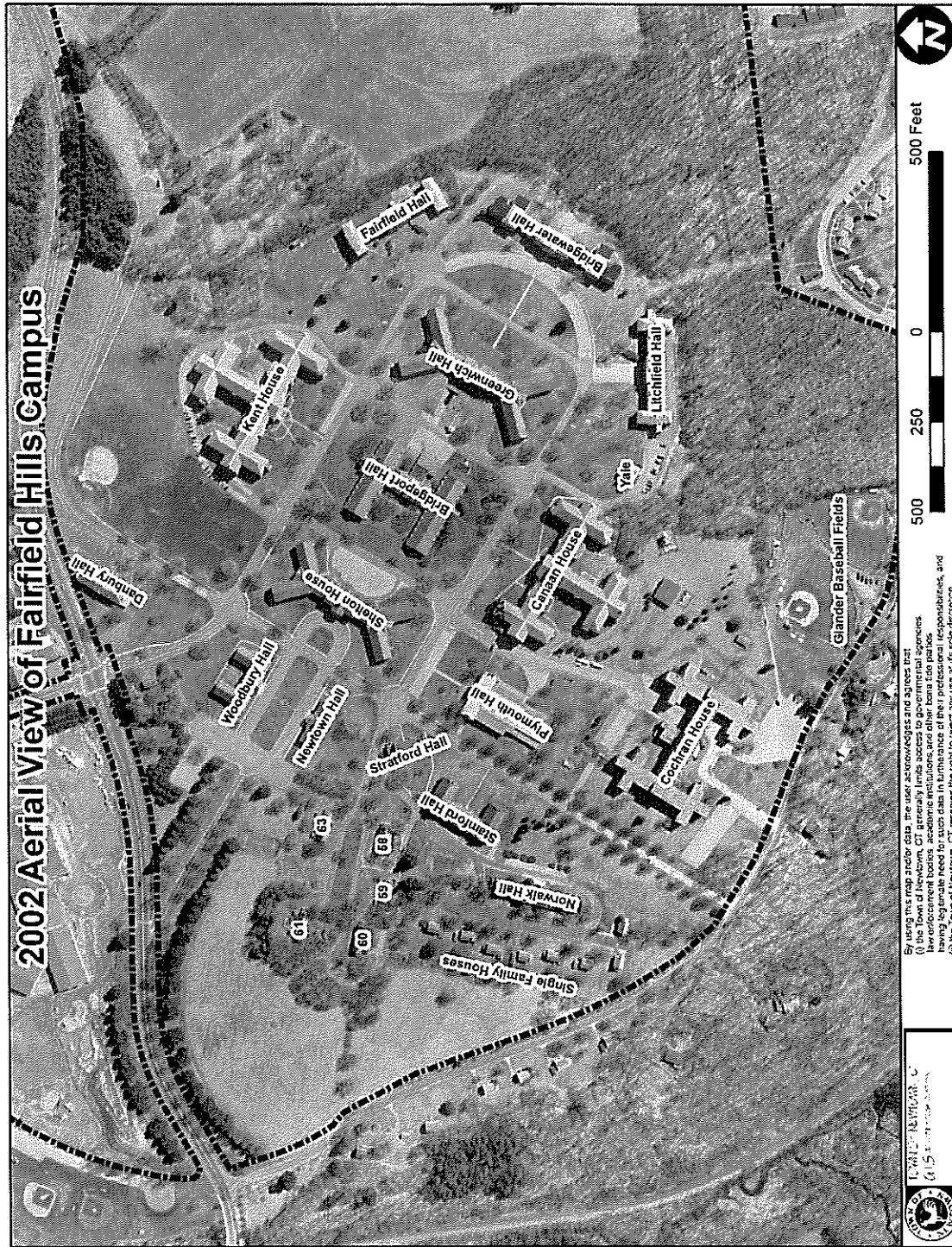


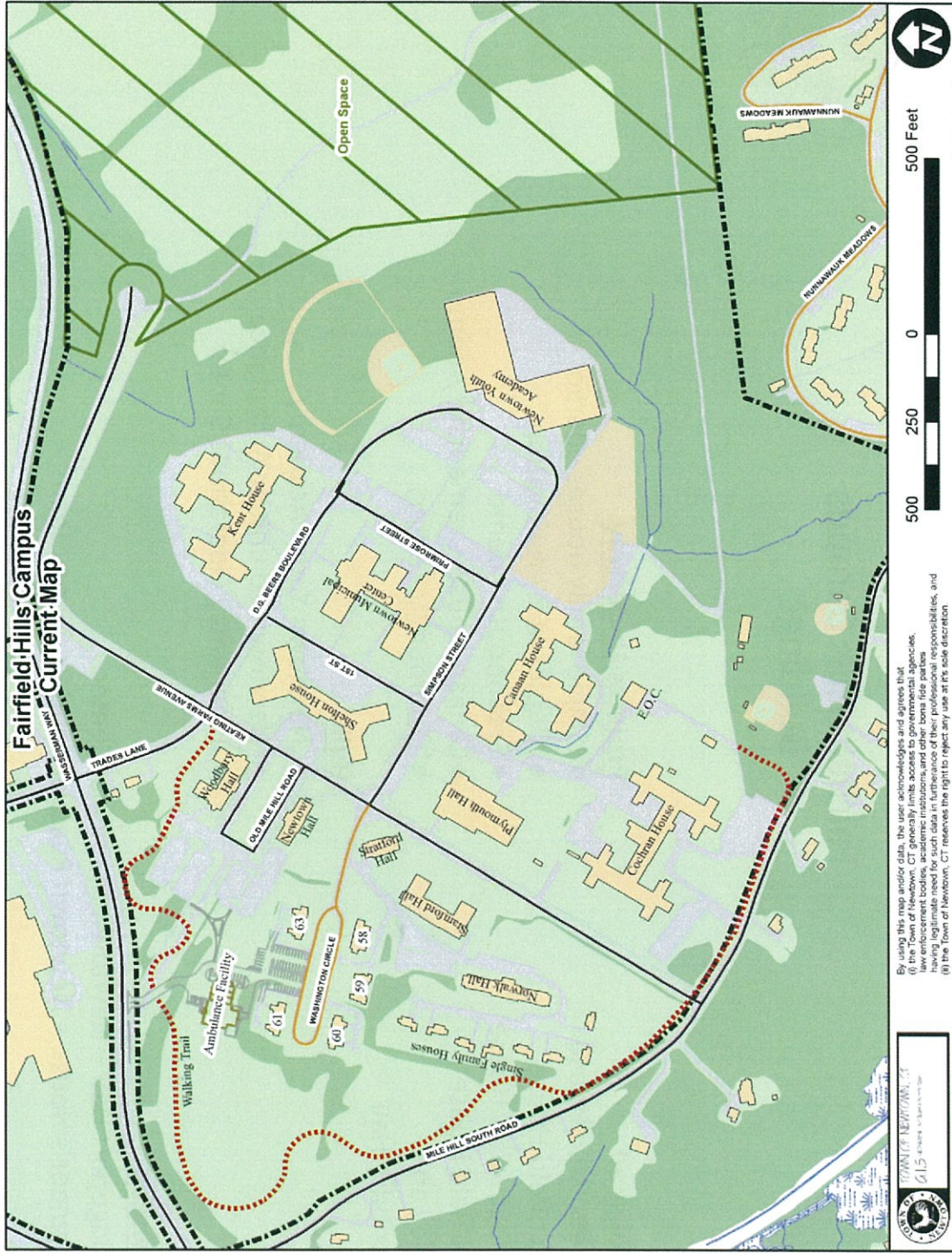
Fairfield Hills Campus Master Plan / Vision



Master Plan Update 2013

- Created a vision for the Fairfield Hills campus, “as a *vibrant sustainable destination* where all members of the community can go to *enjoy recreational, social, cultural*, and indoor and outdoor activities. The campus would provide a *home for some municipal services* and a *gathering place for a variety of town-wide events*. *Small retail stores, restaurants, and professional offices* would be nestled harmoniously within a core section of the campus. The well-designed campus would connect the history of the site with its future, with the town maintaining overall control of the property and preserving the campus environment and architectural style ”.





By using this map and/or data, the user acknowledges and agrees that:
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 (ii) the Town of Newtown, CT reserves the right to reject any use at its sole discretion.





Fairfield Hills Campus Buildings



Demolished

- Greenwich House
- Litchfield House
- Bridgewater House
- Fairfield House
- Yale Lab
- Danbury Hall

Projects Underway

- Single family houses –demo
- Duplex #63 - renovation
- Greenhouse - demo
- Canaan House – remediate / demo
- (Community Center)

Built

- Newtown Youth Academy
- Newtown Volunteer Ambulance
- Emergency Operations Center

Renovated

- Bridgeport Hall – Newtown Municipal Center
- Engineer's House – Newtown Recovery and Resiliency Team

10/29/2015



Program Description

Reuse of Town Hall South as the Police Department

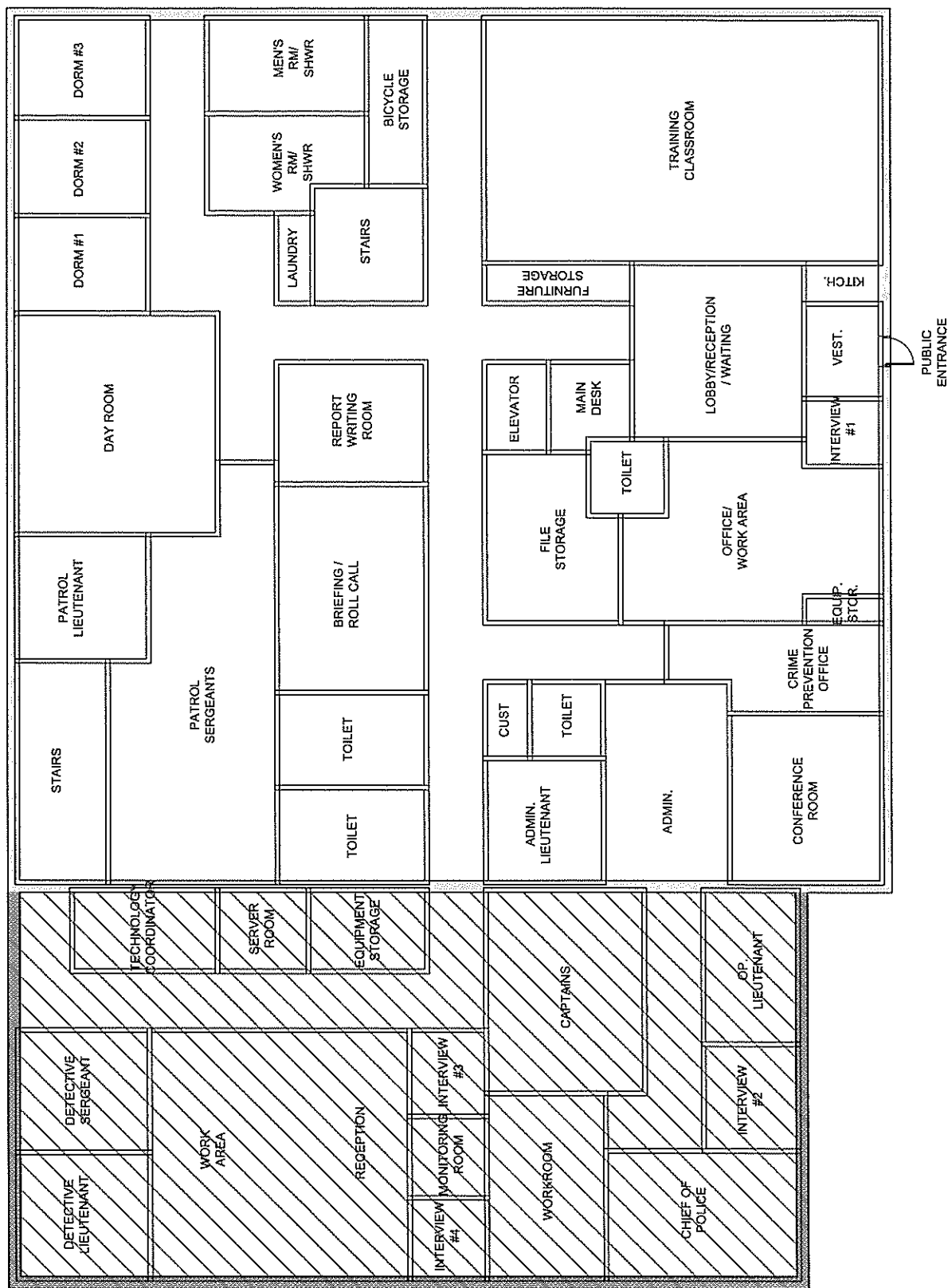
The current Police Department occupies the entire upper level and a small portion of the lower level of Town Hall South. In this option the conversion of the entire building is explored to meet the programmatic needs of the Department but it is known that the current floor area is inadequate.

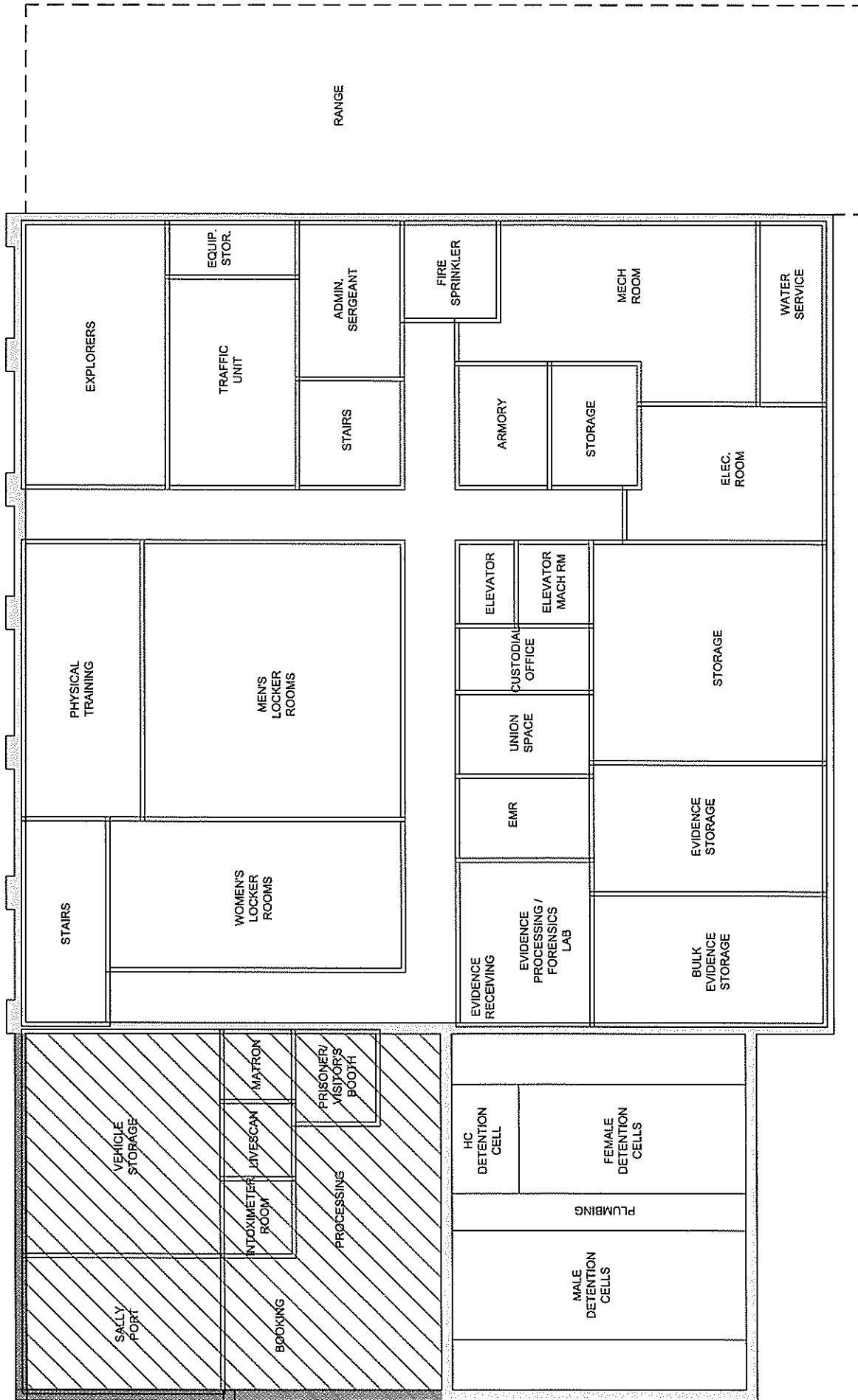
The east end of the building is not fully developed with two thirds of the Lower Level a fenced in enclosure and the upper level with just a floor slab that has been roofed over. These appear to be the best areas to achieve additional floor area. Walls can be added to replace the fence around the lower level and a complete enclosure provided at the upper level. There is no other opportunity to expand the floor area. (Typically a vertical addition might be an option but will require extensive renovations to transfer the loads from the new 2nd floor to new footings in the basement and to upgrade the building to resist seismic loading. The expense of such a scheme will be prohibitive and may create zoning problems).

Unfortunately, there is no opportunity to expand the parking area, but with the Police the only building occupant it could be argued that they will have an effective increase in parking.

With the added floor area the Police space needs can be accommodated at Town Hall South with two exceptions; firstly, the dispatch area will need to be relocated out of the building and secondly, the shooting range cannot be accommodated in the building. Any expansion of the building will extend over the setbacks, but it may be possible to have a lower level expansion, below grade, to accommodate the range. Below grade, it may be possible to obtain a variance to the Zoning By-Laws.

This appears to be a viable option for the Police Department but will require further exploration to determine if compliance with Zoning can be achieved.





2 LOWER LEVEL

1/16" = 1'-0"

Program Description

Police Department

It has been 25 years since the former tractor sales building was rehabilitated as the Police department on the upper level and town department space on the lower level. The most noticeable deficiency of this location is the lack of parking with it being almost filled during normal business hours. There is no space to expand this crucial part of the facility.

The portion of the building dedicated to the Police Department has many challenges to its continued operation. Examples include:

- Mechanical system does not function properly in either low or high temperature.
- Windows that have not been replaced leak air causing discomfort.
- The IT room is grossly undersized and there is no space for the IT Director. This is an area of much growth.
- The cell block is antiquated with inappropriate swinging doors, non-accessible shower rooms and it is significantly undersized.
- Sanitary sewer line in the cell area routinely becomes blocked.
- There is a gross lack of evidence and general storage.
- There is no space for a workout facility.
- The training room is the only space available for general use and as a consequence, is used for training, report writing, meetings, lunch room, break room and other activities not supported by the current building.
- There are no sleeping facilities, which may be necessary for times of bad storms.
- There is no munitions training facility.
- Building is not accessible to persons with disabilities.

For the program needs of the Police Department the 2008 study for the building was reviewed and then modified to reflect the current and future needs of the next twenty years. This was supplemented with the review of actual police department plans for other similarly sized communities.

The following chart was distributed to the department for review of the actual spaces needed and the chart modified based upon this input.

The current department includes the Communications (Dispatch) space, but due to the introduction of new State requirements a regional Communications department will be required. For the purpose of this study we have treated Communications as a separate building, but this could be connected to the Police Building.

The developed area of the site has been maximized with no available space for an expansion. To the rear of the site there are wetlands that prevent any expansion.

Currently the site has 51 parking spaces. Should the building be reused as commercial office space there will be a need for 54 spaces. The extra three spaces can be accommodated in the currently fenced-in area under the deck.

SPACE NEEDS ANALYSIS AND ASSESSMENT – INTERIOR

The following pages list the typical spaces found in municipal law enforcement facilities designed today. A brief description of the characteristics, adjacencies and other features has been provided along with a comparative analysis of the existing square feet in the Newtown Police Department and the recommended area to meet customary requirements for a similar sized police force. We hasten to point out that there are no national space standards to use as a guide for this comparison. Discussions with the International Associates of Chiefs of Police confirmed the difficult task of establishing such space standards when the type of policing and particular needs of each community being served are taken into account. Therefore, the column titled "RECOMMENDED SQUARE FEET" has been derived from our lengthy experience in designing public safety facilities and represents our best professional judgment at this early stage in determining your department's needs.

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
1. Public				
1 Vestibule		96	80	80
<ul style="list-style-type: none"> - Air-lock vestibule - Walk off mat - Automatic opening doors - Electronic lock-down capability door controls to Main Desk - 24/7 /365 access to facility for services 				
2 Lobby / Reception / Waiting			375	350
<ul style="list-style-type: none"> - Access to Main Desk / Dispatchers - Access to Records Clerk - House Telephone - Public seating for 8-10 - Display Case - Pamphlet Rack - Tackboard - Electric water cooler / drinking fountain 				
3 Public Toilets One (1)		30	150	80
<ul style="list-style-type: none"> - Handicapped Accessible <ul style="list-style-type: none"> -- Male & Female facilities to support Training Room occupancy 				
4 Interview Rooms One (1) @ 65; One (1) @85		90	150	150
<ul style="list-style-type: none"> - Public fingerprinting, (AFIS machine) - Public and internal access - No windows to Lobby - Electric door controls, doors controlled from Main Desk/Records 				
2. Training Classroom				
1 Location / Function				
<ul style="list-style-type: none"> - Direct access for public from Public Lobby - Access to public restroom facilities - Dual use as Emergency Operation Center, no natural light - Accommodate meetings of Police Commission, community outreach functions, station meetings, advancement ceremonies, etc. 				
2 Classroom		550	1,500	1300
<ul style="list-style-type: none"> - Seating for one hundred (100) in chairs - Projection screen with overhead video projection 				

SPACE DESCRIPTION	EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Smart board technology in front of room - Independent sound system, wireless microphones, amplifier - Lighting on dimmers, varied lighting levels - Cable TV service - Dual use as redundant Emergency Operations Center <ul style="list-style-type: none"> • emergency generator power • data jacks and radio communications remote console jack • telephone jacks - Video input and output locations for cable broadcast - Internet access, docking station for laptops - COLLECT terminal location (restricted access) - Movable tables and chairs 			
3 Kitchenette		65	50
<ul style="list-style-type: none"> - Adjacent to Training Classroom - Refrigerator / Freezer - Microwave - Sink - Casework storage 			
4 Furniture Storage	120	120	125
<ul style="list-style-type: none"> - Adjacent to Training Classroom - Table / Chair storage on portable racks - Sound system amplifier head end 			
3. Main Desk			
1 Main Desk / Complaints and Information		65	65
<ul style="list-style-type: none"> - Computer workstation for one (1) - Bullet resistant transaction window to Public Lobby, fixed style - Intercom to Public Lobby - Visual contact to Dispatch Center / console positions 			
Communications Dispatch Center – To be regionalized – see separate programming report.			
4. Location			
<ul style="list-style-type: none"> - Adjacent Main Desk – Public Lobby - Restricted access to Police Personnel 			
2 Dispatch Center	390	475	0
<ul style="list-style-type: none"> - Console positions: three (3) active (2 active and 1 supervisory console), one (1) future console for regionalization - Supervisory console with operable glass partition to Dispatch Center - Redundant console design with monitors, telephone, data, radio, door controls, intercoms, and systems monitoring. - Ergonomic console design with environmental controls - Central Dispatching of Police, Fire, EMS - Monitoring of municipal fire and burglar alarms - E911 service to be provided to three (3) console positions - Monitoring of CCTV surveillance / building security systems - Locker storage for dispatchers (full height lockers) - Independent HV AC unit - Lighting on dimming controls - Bookshelving / Manuals storage 			

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Window treatments on windows - Acoustic treatment on walls, floors and ceiling - NFPA 1221 recommendations preferred - Markerboard / Tackboard - Raised access flooring for wire management to consoles - Digital voice recorders - Console positions to have intercom to Main Desk transaction window - Video / Audio contact with detention facilities - Paper shredder - Photocopy machine / fax machine / scanner - Cable TV access at console positions 				
3	Director of Communications <ul style="list-style-type: none"> - Workstation for one (1) with radio capabilities - Coat closet - Remote location from Dispatch Center - Shared interview / meeting space within department - File storage - Visitor's chairs for two (2) - Bookshelving / Manual storage - Markerboard - Copy machine (small) 	90	225	0
4	Restroom <ul style="list-style-type: none"> - Handicapped accessible - Within second Communications Dispatch Center area 		75	0
5	Kitchenette <ul style="list-style-type: none"> - Refrigerator / Freezer - Apartment sized stove / range / exhaust hood - Microwave - Sink / Disposal - Seating area for four (4) - Casework storage - Floor drain 	135	80	0
6	Communications Equipment Room <ul style="list-style-type: none"> - E911 equipment / UPS - Demarcation point for telephone system - Access control head end - Halo ground loop - Conduits to Communications Dispatch Center for wire management - Rack mounted data equipment - Dedicated HVAC system - Emergency power supply - UPS system - FM-200 fire suppression system in lieu of wet system 	50	300	0
5. Records Division				
1	Public Information Counter <ul style="list-style-type: none"> - Bullet resistant transaction window to Public Lobby, sliding type with deal tray - Intercom to Public Lobby - Computer workstation 		w/in Public Lobby	

SPACE DESCRIPTION	EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Casework storage and countertop - Adjacent to Public Lobby 			
2 Police Information Counter		w/in Police Corridor	
<ul style="list-style-type: none"> - Utilize for staff inquiries to Records Division - Counter work area - Glass transaction window, sliding type - Adjacent to files and photocopy area 			
3 Office / Work Area	300	400	400
<ul style="list-style-type: none"> - Workstations for four (4); three (3) clerks and one (1) manager - Coat closet - Casework storage - Central work counter - Photocopy machine, paper storage, paper shredder - Restricted access to staff - Adjacent to Public and Police Information Counters, files 			
4 File Storage	130	200	200
<ul style="list-style-type: none"> - File storage equal to 2X current filing capacity - Utilize for both active and archive file storage - Adjacent to Office / Work Area - Utilize high density file storage system 			
6. Administration			
1 Chief of Police	220	280	220
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for three (3) at table - Bookshelving / Manual storage - Cable TV service - File storage - Adjacent to Conference Room 			
2 Captains (Two)	180	500	370
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - Cable TV service - File storage - Adjacent to Conference Room - Police service reports and Fingerprint files: four (4) cabinets 			
3 Conference Room	590	225	200
<ul style="list-style-type: none"> - Seating for eight (8) at conference table - Projection screen - Cable TV service - Shared use with department, access to corridor - Adjacent to Chief of Police 			
4	290	350	300

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
Administrative Clerical / Reception				
<ul style="list-style-type: none"> - Executive Assistant workstation for one (1) adjacent to Chief of Police - Administrative Assistant workstation for one (1) within open work area - Coat closet - File storage cabinets, personnel files adj. to Exec. Asst. 				
5	Workroom		225	200
<ul style="list-style-type: none"> - Copy / Fax Machine - Office supply storage cabinets - Sink - Microwave - Undercounter refrigerator - Paper shredder - Work counter - Adjacent to Administrative Clerical, Administrative Offices 				
6	Toilet	45	75	60
<ul style="list-style-type: none"> - Toilet, sink - Adjacent to Administrative Offices 				
7. Administrative Lieutenant				
1	Administrative Lieutenant	230	225	185
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - CAD monitor and full radio capabilities - Adjacent to Administrative Offices 				
8. Operational Lieutenant				
1	Operational Lieutenant		225	185
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - CAD monitor and full radio capabilities - Adjacent to Administrative Offices - Personal property lockers (one per cell) 				
9. Administrative Sergeant				
1	Administrative Sergeant	100	175	150
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - Training / Accreditation file storage - Adjacent to Traffic Unit 				

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
10. Detective Division				
1 Detective Lieutenant		80	225	185
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - CAD monitor and full radio capabilities - Vision panel from Office to Work Area - Adjacent to Detective Sergeant 				
2 Detective Sergeant			175	150
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - Vision panel from Office to Work Area - Adjacent to Detective Division Work Area 				
3 Clerical / Reception			175	175
<ul style="list-style-type: none"> - Workstation for one (1) at entry location to Detective Division - Waiting area for three (3) - File storage - Vision panel to Work Area - Acoustic separation from Work Area 				
4 Work Area		380	1,000	800
<ul style="list-style-type: none"> - Workstations for ten (10) - NCIC / COLLECT computer workstation - Coat rack - File storage, min. one (1) per workstation - Bookshelving / Manual storage - Counter work area - Visitor's chairs, one (1) per workstation 				
5 Interview Rooms Two (2) @ 65		80	130	130
<ul style="list-style-type: none"> - Table seating for three (3) - One-way vision panel to Monitoring Room - Video / audio concealed recording equipment - "IN -USE" indicator light outside of rooms - No vision panels in doors 				
6 Monitoring Room			50	50
<ul style="list-style-type: none"> - Positioned between Interview Rooms (2) - One-way vision panels to Interview Rooms (2) - Lighting controls on dimmers - No natural lighting or vision panels on doors - Visual / audio monitoring equipment and recorders - Casework storage for equipment 				
7 Equipment Storage Room		170	120	120
<ul style="list-style-type: none"> - Secured storage of Detective Division equipment and supplies 				

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Power supply for recharging of electronic equipment - Adjustable shelving - Adjacent to Detective Division 				
11. Traffic Unit				
1 Traffic Unit		800	275	275
<ul style="list-style-type: none"> - Workstations for two (2) - File storage - Computer workstation for one (1) - Adjacent to Administrative Sergeant 				
2 Equipment Storage			50	50
<ul style="list-style-type: none"> - Secured storage of fleet equipment, supplies - Adjustable shelving - Adjacent to Traffic Unit 				
12.. Crime Prevention Office				
1 Crime Prevention Office			150	130
<ul style="list-style-type: none"> - Workstation for one (1) - File storage - Computer workstation for one (1) - Adjacent to Detective Division 				
2 Equipment Storage			50	50
<ul style="list-style-type: none"> - Secured storage of marketing materials, pamphlets, flyers, etc. - Adjustable shelving - Adjacent to Crime Prevention Office 				
13. Technology Coordinator				
1 Technology Coordinator			200	120
<ul style="list-style-type: none"> - Workstation for one (1) - Computer workstation for one (1) - Coat closet - File storage - Visitor's chairs for one (1) - Bookshelving / Manual Storage - Adjacent to Computer Equipment Server Room 				
14. Computer Equipment Server Room				
1 Types of Computers				
<ul style="list-style-type: none"> - Central file server with patch panels to remote terminals - UPS system - Networked System of terminals / printers / copiers / scanners 				
2 Computer Equipment Server Room		145	250	80
<ul style="list-style-type: none"> - Networked file server, rack mounted with patch panels - Computer backup tape storage, fire rated storage - FM-200 fire suppression in lieu of wet system - Dedicated HV AC system - No natural light - Adjacent to Technology Coordinator, access controlled 				
3 Networked Data Rooms			65	65
<ul style="list-style-type: none"> - Rack mounted patch panel locations on all floors - Conduit connections to all data rooms and Server Room 				

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Conduit connections to Communications Equipment Room - Stacked configuration on each floors preferred 				
15. Patrol Functions				
1 Patrol Lieutenant			225	180
<ul style="list-style-type: none"> - Workstation for one (1) - Coat closet - Natural light - Visitor's chairs for two (2) - Bookshelving / Manual storage - File storage - CAD monitor and full radio capabilities - Adjacent to Patrol Sergeants 				
2 Patrol Sergeants		190	800	725
<ul style="list-style-type: none"> - Workstations for eight (8) - File storage, min. one (1) per workstation - Key cabinet - Visual monitoring of Briefing / Roll Call room - Adjacent to Briefing/ Roll Call 				
3 Patrol Sergeant Storage			100	100
<ul style="list-style-type: none"> - Secured storage of patrol equipment - Adjustable shelving - Adjacent to Patrol Sergeants work area 				
4 Briefing / Roll Call		345	300	450
<ul style="list-style-type: none"> - Accommodate fourteen (14) at training tables and chairs, - Podium area at front of room - Recharge rack area for spare equipment, tasers, radio charger stations - Markerboard / Tackboard - Cable TV service - CCTV monitor - Projection screen with overhead video projection - Casework storage - Patrol mailboxes for distribution of mail / correspondence, lockable 				
5 Locker Rooms		900	1,950	1700
<ul style="list-style-type: none"> - Male Locker Room to accommodate up to sixty (60) lockers - Female Locker Room to accommodate up to fifteen (15) lockers <ul style="list-style-type: none"> a. Locker sizes: 36" w. x 24" d x 72" h. b. Wooden bench with operable drawer under (36" x 36" x 18") - 4. Male showers: <ul style="list-style-type: none"> a. Three (3) minimum, individual shower compartments b. One (1) designed for handicap accessibility - 5. Female showers: <ul style="list-style-type: none"> a. Two (2) minimum, individual shower compartments b. One (1) designed for handicap accessibility - Sink area with mirrors / soap / paper towel dispensers - Toilet area with toilet partitions and toilet accessories - Robe hooks at shower areas - Shoe shine area - Wet garment drying area - Full height mirrors at locker locations 				

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
6	Physical Training Room <ul style="list-style-type: none"> - Designed for stationary equipment, no free weights - Ceiling clearance for weightlifting - Drinking fountain - Mirrored wall surfaces - Rubber gym flooring - Adjacent to Male and Female Locker Rooms 		400	400
7	Lunch Room / Day Room <ul style="list-style-type: none"> - Range with exhaust hood - Microwave - Sink with disposal - Refrigerator / Freezer with ice maker - Storage cabinets - Vending machines: two (2) minimum - Lounge area seating for ten (10) - Locate adjacent to Patrol Functions 	345	300	400
8	Laundry Service <ul style="list-style-type: none"> - Drop off / Pick-up area near staff entry location - Clothes bar and shelving - Clothes hamper location - Access controlled 		65	65
9	Quartermaster Storage <ul style="list-style-type: none"> - Secure storage of uniforms, leather goods, supplies, spare equipment - Adjustable shelving - Access controlled 		65	65
10	Report Preparation <ul style="list-style-type: none"> - Computer workstations for up to five (5) - Networked printers and copiers - Forms storage shelving - Copy machine - Paper shredder - Research library shelving - Markerboard / Tackboard - CCTV monitors, wall mounted - Adjacent to Patrol Functions, Patrol Sergeants 		200	200
11	Emergency Sleeping Area <ul style="list-style-type: none"> - Cots for Officers (3) 			350
12	Bike Storage			75
16. Union Space				
1	Union Space <ul style="list-style-type: none"> - Workstation for one (1) - File storage - Independent telephone line - Tackboard adjacent and within staff area 		65	

SPACE DESCRIPTION	EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
17. Indoor Firearms Training Range			
1 Indoor Firearms Training Range		1,500	1500
<ul style="list-style-type: none"> - Length of range: 75' minimum training distance - Number of stalls: Four (4) minimum - No floor drains - Security baffles at ceiling - Varied lighting levels on dimmers - Acoustic separation from adjacent spaces - Independent HV AC system with filtering and humidity controls - Rubber style, inclined backstop - Individual shooting stanchions with range controls and intercom / audio 			
2 Ready Room		175	175
<ul style="list-style-type: none"> - Countertop area - Visual monitoring of indoor firearms training range - Acoustical separation from range - Adjacent to Indoor Firearms Training Range and Armory 			
3 Control Room		120	50
<ul style="list-style-type: none"> - Visual monitoring of training range and ready room - Audio intercom system to firing line - Lighting controls for training range - Computer console for range controls, networked to shooting stanchions - Console counter area - Adjacent to Indoor Firearms Training Range and Ready Room 			
18. Armory / Arsenal			
1 Armory / Arsenal	120	150	150
<ul style="list-style-type: none"> - Storage of department issued firearms / ammunition, lockable - Gun cleaning counter - Canopy exhaust hood with light at gun cleaning area - Secured access to room - Floor drain - Storage cabinets - Equipment storage - Gun cleaning supply storage - Adjacent to Indoor Firearms Training Range 			
19. Sally Port			
1 Sally Port	300	900	800
<ul style="list-style-type: none"> - Accommodate two (2) vehicles, drive thru configuration preferred - Ambulance accessible - Door leading to Prisoner Processing - Door leading to Juvenile Processing area - Floor drains with grease / oil separator - CCTV and audio monitoring - Interlocked doors at exterior and prisoner processing - Hose bibb - Overhead coiling doors controlled through Dispatch - Service sink within Vehicle Processing area - Pistol lockers at points of entry into facility - Carbon Monoxide detection system with exhaust fan 			

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Eye wash and emergency shower - No washing of vehicles anticipated 				
2	Road Supply Storage		150	150
<ul style="list-style-type: none"> - Flare storage - Cones, barricade storage - Road supply storage - Traffic control equipment storage - Wire mesh partitioning from Sally Port area 				
20. Prisoner Processing				
1	Prisoner Processing	140	500	300
<ul style="list-style-type: none"> - Secured door to Sally Port - Secured door to Corridor - Pistol lockers at points of entry - Holding room for booking purposes, wire mesh enclosure - Booking counter with computer workstation, mugging camera - AFIS fingerprinting station adjacent to Holding Room - CCTV and audio surveillance of all areas, minimize blind spots - Duress alarms at varied locations - Eliminate hard corners and edges - Hose bibb (secured) - Personal property lockers (one per cell) 				
2	Toilet Room	40	50	50
<ul style="list-style-type: none"> - Security penal fixture with remote flush capability - Lighting and water controls outside of room - Reverse door swing - Shower (industrial type) with tempered water - Floor drain 				
3	Intoximeter Room		80	70
<ul style="list-style-type: none"> - Deep counter with intoximeter equipment, adjacent bench area - Inaccessible power and data outlets - Dual use as Interview Room - Table seating for two (2) 				
4	Prisoner / Visitor Booth		75	75
<ul style="list-style-type: none"> - Reverse swing on door - Eliminate hardware on interior side of door - Fixed transaction window with bullet resistant glass and contraband baffle - Secure bench bolted to floor - Impact resistant lighting with lighting controls outside of room(s) 				
5	Prisoner Release Area		N/A	
<ul style="list-style-type: none"> - Utilize Public Lobby for prisoner release area 				
21. Detention				
1	Designed to National Accreditation Standards			
2	Detention Cells	230	360	275
<ul style="list-style-type: none"> - Detention Cells: Five (5) required, grouping of two (2) one (1), and one (1), sight and sound separation between groupings. - Handicapped accessible detention cell: One (1) required, sight 				

SPACE DESCRIPTION	EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
and sound separation between handicap cell and other cells. - Cell features: a. Secured bunk with closed base b. Security penal fixture with integral sink, remote flush capabilities c. Impact resistant lighting and institutional type fire suppression d. Two way audio communication e. CCTV surveillance f. No floor drains g. 50 SF (min) h. Solid fronts (suicide prevention) i. Sliding doors j. Independent supply and return air, negative pressure within cells			
3 Detention Area		210	210
- Floor drains - Hose bibb (secured) - Exhaust fan - Impact resistant lighting - Blanket storage cabinet			
4 Matron Room		65	65
- Visual monitoring of cells through CCTV monitor - Dual use as Interview Room			
22. Evidence and Property			
1 Evidence Receiving		150	130
- Adjacent to Prisoner Processing / Detention / Patrol Areas - Temporary evidence lockers (varied sizes), through-wall configuration preferred - Refrigerated temporary evidence locker - Computer workstation for one (1) - Countertop work area - Casework storage cabinets for equipment storage			
2 Evidence Processing / Forensics Lab		225	200
- Secure access to room - Fume hood with base cabinet, direct exhaust - Epoxy resin countertop with integral sink - Storage cabinets - Evidence drying cabinet - Fuming chamber, countertop model - Biohazard disposal containers - Adjacent to Evidence Storage / Evidence Receiving			
3 Evidence Storage	85	400	350
- Secure access to room - CCTV monitoring - One means of entry only - Refrigerated storage - High density storage shelving for firearms, evidence containers, valuables - Double locking of firearms and ammunition - Double locking of valuables - No storage of narcotics, off-site location			

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
4 Bulk Evidence Storage		460	400	400
- Accessibility from exterior				
- Secured access				
- CCTV monitoring				
- Double door entry				
- Industrial type adjustable shelving				
- Floor drain				
5 Vehicle Processing			See Sally Port	
- See Sally Port				
23. Explorers Area				
1 Explorers				565
2 Storage				140
24. Toilets and Custodial Services				
1 Custodial Office			150	150
- Work area for two (2) custodial staff				
- Service sink				
- Workbench				
- Equipment storage				
2 Janitor Closets Two (2) @ 50		35	100	80
- One per floor (minimum)				
- Floor sink				
- Custodial supply storage				
- Cart storage				
- Equipment storage				
3 Toilet Facilities Two (2) @75			150	120
- Civilian Staff / Official visitor's facilities to be provided, one per sex per floor, handicap accessible				
- Public facilities within Public Lobby				
- Patrol staff facilities within Locker Rooms				
- Administrative staff facilities within Administrative Area				
- Dispatch staff facilities within Communications Dispatch Center				
- Detained persons facilities within detention cells and Prisoner Processing				
25. Bulk Storage				
1 Bulk Storage			250	250
- Storage of vehicle parts, vehicle equipment, operational equipment, spare parts, child car seats, homeland security equipment				
- Accessible from exterior				
- Double door access				
- Access controlled				
26. Storage Bays				
1 Storage Bays			1,000	750
- Storage of department motorcycles, two (2) minimum				
- Storage of patrol bicycles, two (2) minimum				
- Storage of Mobile Command Van, one (1) minimum				

SPACE DESCRIPTION		EXISTING SQUARE FEET	2008 STUDY SQUARE FEET	RECOMMENDED SQUARE FEET
<ul style="list-style-type: none"> - Storage of speed trailer, one (1) minimum - Power for recharging of equipment - Overhead door access - Access control at points of entry - Adjacent to staff vehicle parking, staff entry locations 				
27. Circulation				
1 Stairs				
<ul style="list-style-type: none"> - Code required minimum, two per floor - 48" clear width (min.) 				
2 Elevators				
<ul style="list-style-type: none"> - Access controlled to secure floors - Public use, access controlled - Sized to accommodate stretcher dimensions - Automatic recall - Elevator machine room adjacent to shaft 				
28. Mechanical				
1 Boiler Room		220	500	500
<ul style="list-style-type: none"> - Two boilers (min), preferred - Dual-fuel burners if utilities exist - Hot water storage - Floor drains - Chimney breaching 				
2 HVAC Equipment		550	800	800
<ul style="list-style-type: none"> - Ducted supply and returns - High efficiency filters, pumps, and motors - VAV boxes with DDC controls - Zoned systems throughout facility - Host computer for monitoring and diagnosis of systems 				
3 Emergency Electrical Room		190	150	150
<ul style="list-style-type: none"> - Automatic transfer switch - Emergency power panels and circuits - Diesel fired generator on exterior pad mount (see site needs) 				
4 Fire Suppression			150	150
<ul style="list-style-type: none"> - Fully sprinkled facility according to NFP A 13 standards - FM 200 fire suppression within data and communications equip. rooms - Institutional type sprinklers in high risk / detention areas - Sprinkler control valve assembly and backflow preventor - Fire Department siamese connection at designated location 				

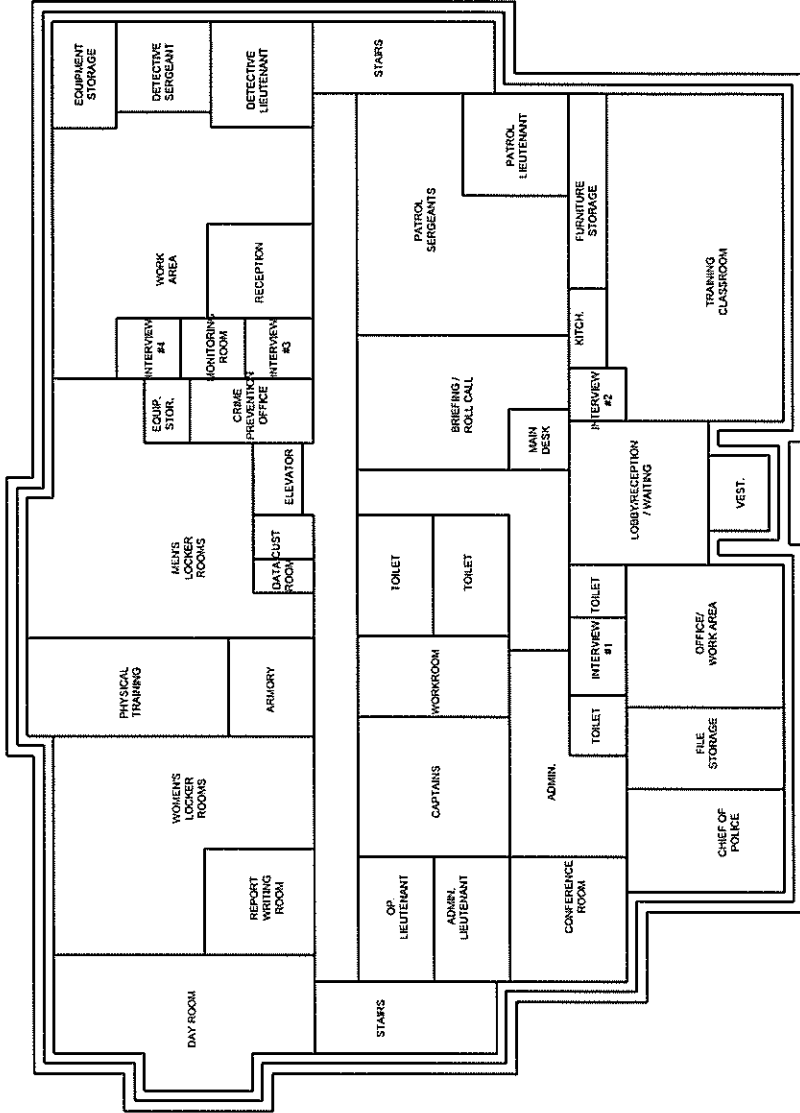
SPACE NEEDS SUMMARY AND COMPARISON

FUNCTIONAL AREAS	SQUARE FEET EXISTING	2008 PROPOSED SQ. FT.	RECOMMENDED SQ. FT.
1. Public	216	755	660
2. Training Classroom	670	1,685	1,475
3. Main Desk	0	65	65
4. Communications Dispatch Center	665	1,155	0
5. Records Division	430	600	600
6. Administration	1,325	1,655	1,350
7. Administrative Lieutenant	230	225	185
8. Operational Lieutenant	0	225	185
9. Administrative Sergeant	100	175	150
10. Detective Division	710	1,875	1610
11. Traffic Unit	800	325	325
12. Crime Prevention Office	0	200	180
13. Technology Coordinator	0	200	120
14. Computer Equipment Server Room	145	315	145
15. Patrol Functions	1,780	4,405	4,710
16. Union Space	0	65	65
17. Indoor Firearms Training Range	0	1,795	1725
18. Armory / Arsenal	120	150	150
19. Sally Port	300	1,050	950
20. Prisoner Processing	180	705	495
21. Detention	230	635	550
22. Evidence and Property	545	1,175	1080
23. Explorers Area			705
24. Toilets and Custodial Services	35	400	350
25. Bulk Storage	0	250	250
26. Storage Bays	0	1,000	750
27. Circulation	Net to gross	Net to gross	Net to gross
28. Mechanical	910	1,600	1,600
TOTAL NET SQUARE FOOTAGE	9,391	22,685	20,430
Net to Gross Factor (Stairs, Corridors, Ducts, Wall Thickness)	-	X 1.30	X 1.30
TOTAL GROSS SQUARE FOOTAGE REQ'D		29,500	26,559

NEWTOWN FACILITIES	
Building Name:	NEW BUILDING OPTION- POLICE STATION
Address:	Newtown, CT



D·R·A
 Drumsey Rosane Anderson, Inc.
 235 Bear Hill Road, 4th Floor
 Waltham, MA 02451
 Phone: 817-964-1700
 Fax: 817-964-1701
 Email: info@dra.com



PPS-A-3

UPPER LEVEL PLAN

Newtown Facilities Assessment Report

1 UPPER LEVEL PLAN

1/16" = 1'-0" AREA = 13,685 sqft

Drumsey Rosane Anderson, Inc.

NEWTOWN FACILITIES		
Building Name:	NEW BUILDING OPTION- POLICE STATION	
Address:	Newtown, CT	

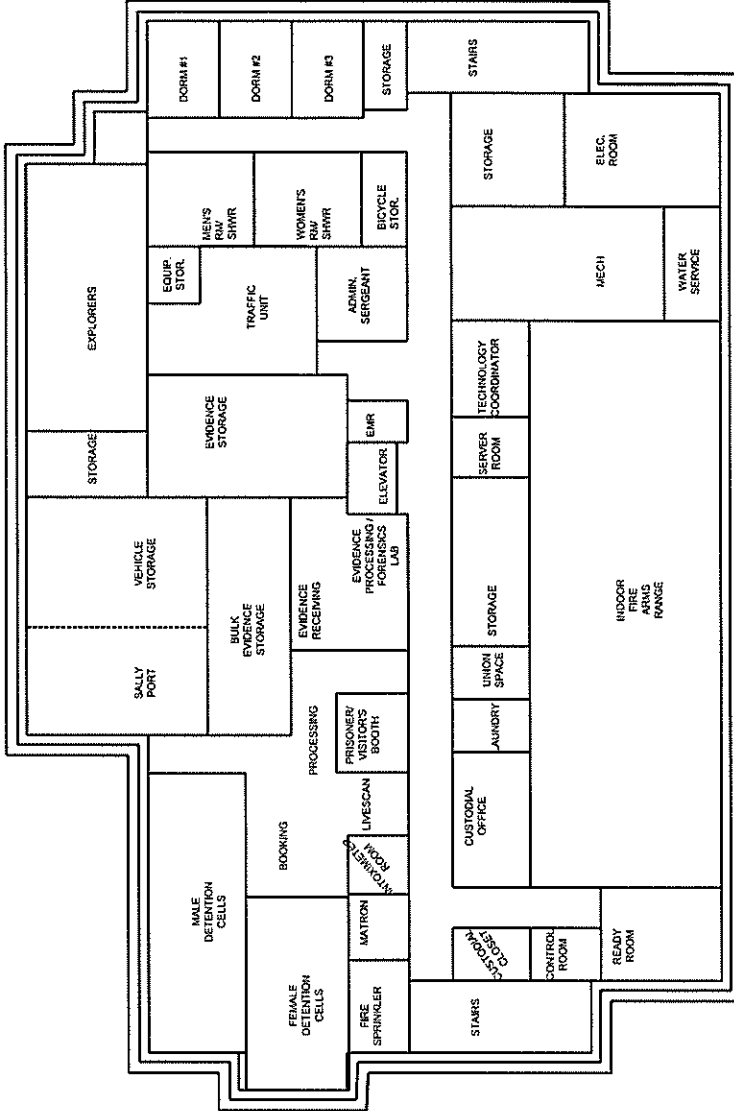


D.R.A.

Drumrey Rosane Anderson, Inc.
235 Bear Hill Road, 4th Floor
Walham, MA 02451

Planning
Architecture
Interior Design

617-664-1700
617-664-1701 fax
info@dra.com



PPS-A-4

LOWER LEVEL PLAN

Newtown Facilities Assessment Report

1

LOWER LEVEL PLAN

1/16" = 1'-0" AREA = 12,615 sqft

Drumrey Rosane Anderson, Inc.

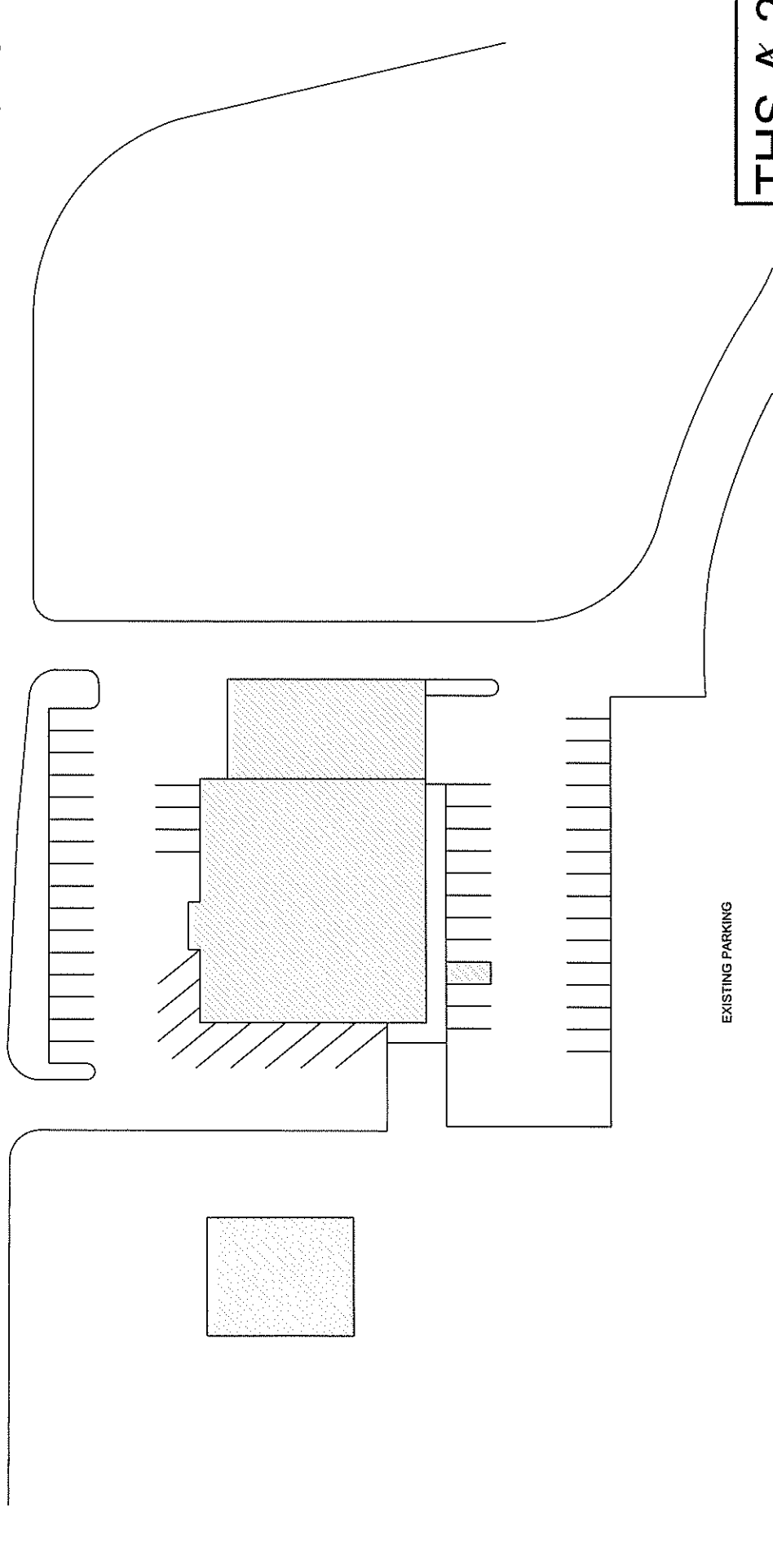
NEWTOWN FACILITIES	
Building Name:	TOWN HALL SOUTH
Address:	3 Main Street Newtown, CT



D·R·A

Drumrey Rosane Anderson, Inc.
235 Bear Hill Road, 4th Floor
Walham, MA 02451

Planning 617-884-1700
Architecture 617-864-1701 fax
Interior Design info@drainc.com



1

TOWN HALL SOUTH - NEWTOWN, CT

1" = 40'-0"

THS-A-2

SITE PLAN

EXISTING

Newtown Facilities Assessment Report



Drumme
Rosane
Anderson
Inc.

225 Oakland Road
Studio 205
South Windsor, CT
06074

Planning
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www.DRAarchitects.com

RE: BUDGET
POLICE DEPARTMENT

(2015 PRICING)

BUDGET

DESCRIPTION	COST
Project Cost Plan (Hard Cost)	\$9,842,000
Soft Cost	843,940
- A/E Fees (7%)	688,940
- Clerk of Works (Lump Sum)	120,000
- Survey	7,000
- Test Borings	8,000
- Testing	20,000
Computer Systems/Security	175,000
Furnishings @ \$15/SF	375,000
Moving Expense	50,000
Bonding Cost	50,000
Miscellaneous Reimbursables	20,000
TOTAL	\$11,355,940

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



COSTPRO, INC.

Project Cost Plan (Uniformat II Level 3)

Project: Firing Range Alternate			Date: Oct-15		Sheet No: 2 OF 2				
Uniformat Element (Levels 2&3)			Amount \$	Total Cost \$	Rate \$/SF Floor Area	%	Element Quantities	Unit	Element Unit Rate
F	SPECIAL CONSTRUCTION & DEMOLITION			62,500	10.92	3.9%			
F10	Special Construction		0		0.00		0 SF		0.00
F20	Selective Demolition		62,500		10.92		2,500 SF		25.00
G	BUILDING SITEWORK			50,000	8.74	3.1%			
G10	Site Preparation		12,500		2.18		2,500 SF		5.00
G20	Site Improvements		37,500		6.55		2,500 SF		15.00
G30	Site Civil/Mechanical Utilities		0		0.00		0 SF		0.00
G40	Site Electrical Utilities		0		0.00		0 SF		0.00
G90	Other Site Construction		0		0.00		0 SF		0.00
SUBTOTAL				1,463,750	255.86	90.3%			
Z10	GENERAL REQUIREMENTS & BOND		11.47%	167,951	29.36				
Z20	OVERHEAD & PROFIT		15.00%	244,755	42.78				
Z30	CONTINGENCIES & ESCALATION		16.48%	309,240	54.05				
Z40	SOFT COSTS		30.00%	655,709	114.61				
Z90 PROJECT COST ESTIMATE			\$	2,841,405	496.66				

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: Firing Range Alternate		GFA(SF):		2,500 Date:		Oct-15		Sheet No: 1 OF 2	
Uniformat Element (Levels 2&3)	Amount	Total Cost	Rate \$/SF	%	Element Quantities	Unit	Element Unit Rate		
A SUBSTRUCTURE									
A10 Foundations	60,950	773,925	10.65	47.7%	2,500 SF		24.38		
A20 Basement Construction	712,975		124.62		2,500 SF		285.19		
B SHELL		197,650	34.55	12.2%					
B10 Superstructure	60,150		10.51		2,500 SF		24.06		
B20 Exterior Closure	0		0.00		0 SF		81.04		
B30 Roofing	137,500		24.03		2,500 SF		55.00		
C INTERIORS		145,725	25.47	9.0%					
C10 Interior Construction	75,050		13.12		2,500 SF		30.02		
C20 Stairs	0		0.00		0 FLT		32500.00		
C30 Interior Finishes	70,675		12.35		2,500 SF		28.27		
D SERVICES		172,500	30.15	10.6%					
D10 Conveying Systems	0		0.00		0 STOP		42750.00		
D20 Plumbing	0		0.00		0 SF		22.85		
D30 HVAC	95,000		16.61		2,500 SF		38.00		
D40 Fire Protection	15,000		2.62		2,500 SF		6.00		
D50 Electrical Systems	62,500		10.92		2,500 SF		25.00		
E EQUIPMENT & FURNISHINGS		61,450	10.74	3.8%					
E10 Equipment	51,500		9.00		2,500 SF		20.60		
E20 Furnishings	9,950		1.74		2,500 SF		3.98		

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: Renovation Component			Date: Oct-15		Sheet No: 2 OF 2		
Uniformat Element (Levels 2&3)	Amount \$	Total Cost \$	Rate \$/SF Floor Area	%	Element Quantities	Unit	Element Unit Rate
F SPECIAL CONSTRUCTION & DEMOLITION		415,820					
F10 Special Construction	0		0.00			0 SF	0.00
F20 Selective Demolition	415,820		20.00	8.0%	20,791 SF	SF	20.00
G BUILDING SITEWORK		392,950	18.90	7.5%			
G10 Site Preparation	18,712		0.90		20,791 SF	SF	0.90
G20 Site Improvements	311,865		15.00		20,791 SF	SF	15.00
G30 Site Civil/Mechanical Utilities	62,373		3.00		20,791 SF	SF	3.00
G40 Site Electrical Utilities	0		0.00		20,791 SF	SF	0.00
G90 Other Site Construction	0		0.00		0 SF	SF	0.00
SUBTOTAL		5,228,589		100.0%			
Z10 GENERAL REQUIREMENTS & BOND	11.47%	599,928	28.86				
Z20 OVERHEAD & PROFIT	15.00%	874,278	42.05				
Z30 CONTINGENCIES & ESCALATION	16.48%	1,104,621	53.13				
Z40 SOFT COSTS	30.00%	2,342,225	112.66				
Z90 PROJECT COST ESTIMATE	\$	10,149,641	488.17				



COSTPRO INC.
TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT

Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: Renovation Component		GFA(SF):		20,791 Date:		Oct-15		Sheet No: 1 OF 2	
Uniformat Element (Levels 2&3)		Amount	Total Cost	Rate \$/SF	%	Element Quantities	Unit	Element Unit Rate	
A SUBSTRUCTURE									
A10 Foundations		12,356	12,356	0.59	0.2%	11,233	SF	1.10	
A20 Basement Construction		0	0	0.00		0	SF	0.00	
B SHELL			809,083	38.92	15.5%				
B10 Superstructure		0		0.00		0	SF	0.00	
B20 Exterior Closure		809,083		38.92		12,375	SF	65.38	
B30 Roofing		0		0.00		0	SF	12.59	
C INTERIORS			1,399,567	67.32	26.8%				
C10 Interior Construction		680,905		32.75		20,791	SF	32.75	
C20 Stairs		130,900		6.30		2	FLT	65450.00	
C30 Interior Finishes		587,762		28.27		20,791	SF	28.27	
D SERVICES			1,990,903	95.76	38.1%				
D10 Conveying Systems		81,250		3.91		2	STOP	40625.00	
D20 Plumbing		475,074		22.85		20,791	SF	22.85	
D30 HVAC		790,058		38.00		20,791	SF	38.00	
D40 Fire Protection		124,746		6.00		20,791	SF	6.00	
D50 Electrical Systems		519,775		25.00		20,791	SF	25.00	
E EQUIPMENT & FURNISHINGS			207,910	10.00	4.0%				
E10 Equipment		104,995		5.05		20,791	SF	5.05	
E20 Furnishings		102,915		4.95		20,791	SF	4.95	

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



COSTPRO, INC.

Project Cost Plan (Uniformat II Level 3)

Project: New Addition Component			Date: Oct-15		Sheet No: 2 OF 2			
Uniformat Element (Levels 2&3)		Amount \$	Total Cost \$	Rate \$/SF Floor Area	%	Element Quantities	Unit	Element Unit Rate
F	SPECIAL CONSTRUCTION & DEMOLITION		0		0.0%			
F10	Special Construction	0		0.00		0 SF		0.00
F20	Selective Demolition	0		0.00		0 SF		2.95
G	BUILDING SITEWORK		131,583		8.1%			
G10	Site Preparation	28,605		5.00		5,721 SF		5.00
G20	Site Improvements	85,815		15.00		5,721 SF		15.00
G30	Site Civil/Mechanical Utilities	17,163		3.00		5,721 SF		3.00
G40	Site Electrical Utilities	0		0.00		5,721 SF		0.00
G90	Other Site Construction	0		0.00		5,721 SF		0.00
SUBTOTAL			1,621,817		100.0%			
Z10	GENERAL REQUIREMENTS & BOND	11.47%	186,087					
Z20	OVERHEAD & PROFIT	15.00%	271,186					
Z30	CONTINGENCIES & ESCALATION	16.48%	342,634					
Z40	SOFT COSTS	30.00%	726,517					
Z90 PROJECT COST ESTIMATE		\$	3,148,241 \$					

COSTPRO INC.
TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: New Addition Component		GFA(SF):		5,721 Date:		Oct-15		Sheet No: 1 OF 2	
Uniformat Element (Levels 2&3)		Amount	Total Cost	Rate \$/SF	%	Element Quantities	Unit	Element Unit Rate	
A SUBSTRUCTURE									
A10 Foundations		50,979	50,979	8.91	3.1%	2,091	SF	24.38	
A20 Basement Construction		0		0.00		0	SF	285.19	
B SHELL									
B10 Superstructure		137,647	507,475	88.70	31.3%	5,721	SF	24.06	
B20 Exterior Closure		307,098		53.68		3,789	SF	81.04	
B30 Roofing		62,730		10.96		2,091	SF	30.00	
C INTERIORS									
C10 Interior Construction		187,363	349,096	61.02	21.5%	5,721	SF	32.75	
C20 Stairs		0		0.00		0	FLT	32500.00	
C30 Interior Finishes		161,733		28.27		5,721	SF	28.27	
D SERVICES									
D10 Conveying Systems		0	525,474	91.85	32.4%	0	STOP	42750.00	
D20 Plumbing		130,725		22.85		5,721	SF	22.85	
D30 HVAC		217,398		38.00		5,721	SF	38.00	
D40 Fire Protection		34,326		6.00		5,721	SF	6.00	
D50 Electrical Systems		143,025		25.00		5,721	SF	25.00	
E EQUIPMENT & FURNISHINGS									
E10 Equipment		28,891	57,210	10.00	3.5%	5,721	SF	5.05	
E20 Furnishings		28,319		4.95		5,721	SF	4.95	

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: Renovation And Addition			Date: Oct-15		Sheet No: 2 OF 2		
Uniformat Element (Levels 2&3)	Amount \$	Total Cost \$	Rate \$/SF Floor Area	%	Element Quantities	Unit	Element Unit Rate
F SPECIAL CONSTRUCTION & DEMOLITION		.415,820					
F10 Special Construction	0		0.00		0	SF	0.00
F20 Selective Demolition	415,820		15.68	6.1%	20,791	SF	20.00
G BUILDING SITEWORK		524,533					
G10 Site Preparation	47,317		1.78	7.7%	26,512	SF	1.78
G20 Site Improvements	397,680		15.00		26,512	SF	15.00
G30 Site Civil/Mechanical Utilities	79,536		3.00		26,512	SF	3.00
G40 Site Electrical Utilities	0		0.00		26,512	SF	0.00
G90 Other Site Construction	0		0.00		5,721	SF	0.00
SUBTOTAL		6,850,406		100.0%			
Z10 GENERAL REQUIREMENTS & BOND	11.5%	786,015					
Z20 OVERHEAD & PROFIT	15.0%	1,145,464					
Z30 CONTINGENCIES & ESCALATION	16.5%	1,447,255					
Z40 SOFT COSTS	30.0%	3,068,742					
Z90 PROJECT COST ESTIMATE	\$	13,297,882	\$				
			501.58				

COSTPRO INC.

TOWN HALL SOUTH CONVERSION & EXPANSION to NEW POLICE DEPARTMENT
RENOVATION AND ADDITIONS
NEWTOWN, CT



Project Cost Plan (Uniformat II Level 3) COSTPRO, INC.

Project: Renovation And Addition		GFA(SF):		26,512 Date: Oct-15		Sheet No: 1 OF 2		
Uniformat Element (Levels 2&3)		Amount	Total Cost	Rate \$/SF	%	Element Quantities	Unit	Element Unit Rate
A SUBSTRUCTURE								
A10 Foundations		63,335	63,335	2.39	0.9%	13,324	SF	4.75
A20 Basement Construction		0		0.00		0	SF	0.00
B SHELL			1,316,558	49.66	19.2%			
B10 Superstructure		137,647		5.19		5,721	SF	24.06
B20 Exterior Closure		1,116,181		42.10		16,164	SF	69.05
B30 Roofing		62,730		2.37		2,091	SF	30.00
C INTERIORS			1,748,663	65.96	25.5%			
C10 Interior Construction		868,268		32.75		26,512	SF	32.75
C20 Stairs		130,900		4.94		2	FLT	65450.00
C30 Interior Finishes		749,495		28.27		26,512	SF	28.27
D SERVICES			2,516,377	94.91	36.7%			
D10 Conveying Systems		81,250		3.06		2	STOP	40625.00
D20 Plumbing		605,799		22.85		26,512	SF	22.85
D30 HVAC		1,007,456		38.00		26,512	SF	38.00
D40 Fire Protection		159,072		6.00		26,512	SF	6.00
D50 Electrical Systems		662,800		25.00		26,512	SF	25.00
E EQUIPMENT & FURNISHINGS			265,120	10.00	3.9%			
E10 Equipment		133,886		5.05		26,512	SF	5.05
E20 Furnishings		131,234		4.95		26,512	SF	4.95

NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

TOWN HALL SOUTH

3 Main Street

Year Constructed: 1950
Year of Renovation/Addition: 1990
Building Type: B/S-2/R-2
Construction Type: IIIB
Fire sprinklers: No
Total Floor Area: 18,528 SF
Floors: Basement and First Floors
Parking: 53

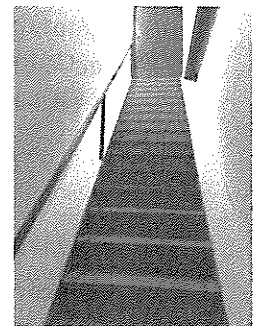
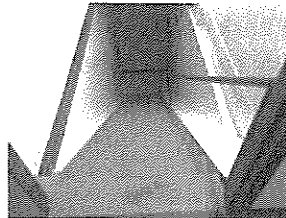


GENERAL: Originally constructed as a tractor sales building the building was repurposed to serve Town functions including the Police Department. The exterior of the building is suffering from many years of being clad with "Texture 1-11" siding, a product that is basically scored plywood intended to provide an appearance of vertical wood siding. Windows have needed to be replaced due to air and water leakage. In contrast the interiors are in much better condition. It is very difficult to find parking spaces on the site which we consider to be undersized for its current uses.

LIFE SAFETY:

2

Stair between Lower and Upper Levels has projecting nosings and only one handrail. There is also insufficient landing space at the bottom and top of the stair. This stair appears to be a service stair that is not used by other than the custodial staff but it does serve as an egress from what would otherwise be a dead end corridor. As such the stair needs to be upgraded to remove the projecting nosings by using beveled siding to create a gradual slope from the treads to the nosings. ADA compliant handrails need to be added on both sides. The bottom landing will need to be increased in size to allow for clearance space at the door. Similarly, the door at the top of the stair needs to be removed



2

Add a new fire rated partition and ceiling in the Janitor's Closet to separate it from the Storage Area.

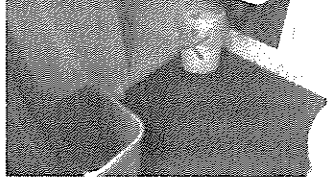
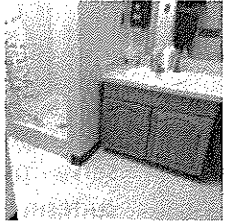
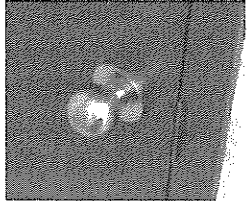
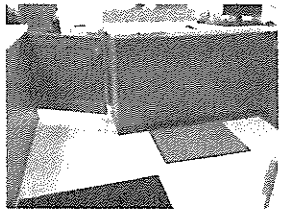
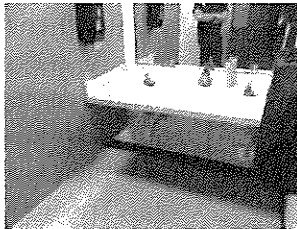
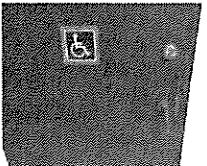
HEALTH: N/A

NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

HAZARDOUS MATERIALS: N/A

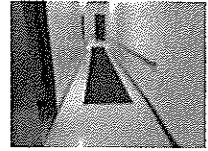
ADA COMPLIANCE:

- 3 Shower room at cell area is not accessible for disabled persons. Redesign space to provide full accessibility to shower and fixtures.
- 3 There is no accessible cell for disabled persons. An adjacent area to the detention space will need to be modified to create a cell for disabled persons.
- 3 Shower/Restrooms for men and women are not fully accessible. Showers are non-compliant. Restrooms do not meet the Building Code requirements. Redesign Shower/restrooms to fully meet the State Building Code.
- 3 Doors throughout building have knobsets but require lever sets for accessibility. Replace all knobsets with lever sets.
- 3 Counters in Park and Recreation are not ADA accessible. One section needs to be replaced to allow for knee space for both public and staff.
- 3 The lavatories in the Lower Level Restrooms need to have all piping insulated under the counter.
- 3 The Upper Level Restroom for the disabled is not accessible. Door lever is broken, and sign should have raised letters, symbol, and braille and be mounted on adjacent wall. The interior of the room is too small to meet ADA and CT Building Code. Construct new Women's and Men's accessible toilet rooms.
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NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

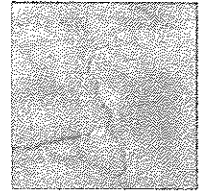
- 3 Lower Level ramp has only one handrail. Add a second handrail on opposite wall.



- 3 Sink in Staff Kitchenette/Workroom is not accessible. Change cabinets to provide knee space and replace sink

SITE:

- 3 Parking lot is badly cracked. Loose areas should be removed and cracks cleaned and sealed. Replace base material under loose areas. A new top coat should be applied over entire paved areas.

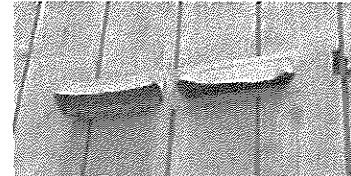


EXTERIORS:

- 2 Exterior siding is deteriorating and is in need of replacement. The north and east sides of Texture 1-11 siding has been redone but the remaining two sides need to be replaced and painted.



- 3 Replace damaged exhaust vents



- 3 Parging is delaminating from concrete foundation wall. Remove loose material, apply bonding agent and re-parge exposed concrete areas.



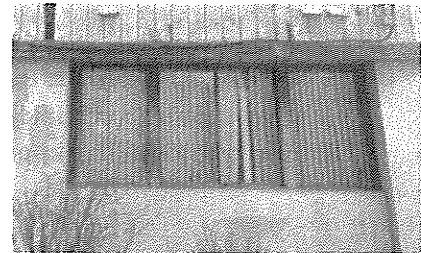
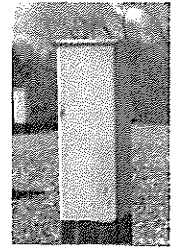
- 3 Foundation wall and concrete masonry wall are cracking. Cut a control joint in concrete masonry and apply sealant and backer rod.



NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

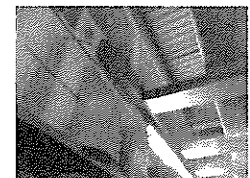
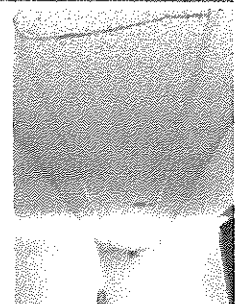
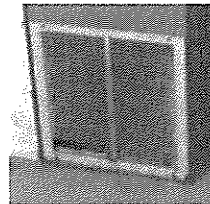
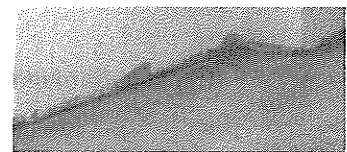
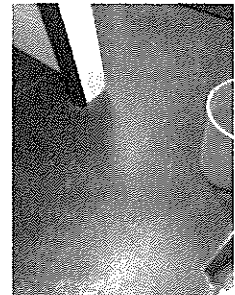
Town of Newtown, Connecticut

- 3 Steel columns that project above low east roof are only primed and are starting to rust. Clean off rust, re-prime and apply two finish coats of paint.
- 3 Some windows have required replacement due to water and air leakage. The remaining windows, that are not thermally broken, should be replaced to improve comfort and energy efficiency in the building.
- 3 Two exterior hollow metal doors and frames need to be re-painted.
- 3 EIFS system needs to be repaired on the exterior wall adjacent to the public restrooms.



INTERIORS:

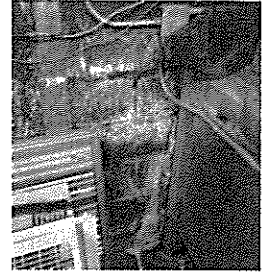
- 3 Painted concrete floors in cell block area, booking and in hallway behind the cells, are worn and need to be re-painted with epoxy . This also applies to the floor in the Lower Level Custodial Storage room.
- 3 Gypsum wallboard at floor in sally port has deteriorated from moisture. Replace bottom 24 inches with moisture resistant/abuse resistant wallboard with sealant at the floor line. Paint first four feet of wall with epoxy paint.
- 3 Replace rusted louvers in sally port.
- 3 Some ceiling panels in hallway behind the Cell block, outside Computer room, in the Break Room, in the Detectives Room and in hall outside Records are damaged/stained and need to be replaced.
- 3 Custodial area behind cell block has walls of exposed wallboard and is used for multiple types of storage. Walls should be painted.



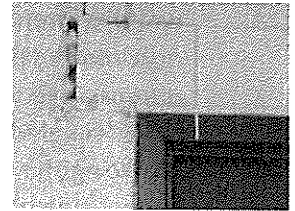
NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

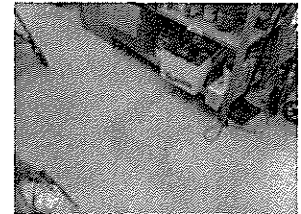
- 3 Efflorescence is present on the exterior wall of the Fan Room and is an indication of moisture being present in the walls at some point in the building's history. The walls should be wire brushed to remove the salts and then tested for moisture. If low moisture is detected then the walls can be painted; if high levels, then the exterior of the walls need to be checked to ensure that there is adequate below grade dampproofing, and above grade flashings and weep holes.



- 3 Exterior door lintel in Hallway adjacent to the Fan Room needs to be pointed and re-painted.

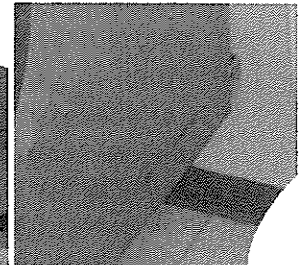
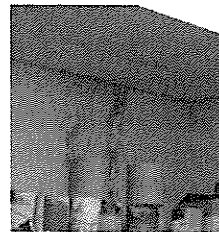


- 3 Floor tile in Traffic Division's Office and the Pantry needs to be replaced.



- 3 Toilet partitions in Lower Level Restrooms are rusted, worn and need to be replaced.

- 3 There is evidence of an old water leak in the Lower Level Storage and the walls need to be painted.



- 3 There are two areas where the baseboard radiation covers are damaged and need to be replaced. These occur on the east and west side of the building at the exit doors.

ENERGY & WATER CONSERVATION: N/A

MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION:
(see individual reports for detailed description).

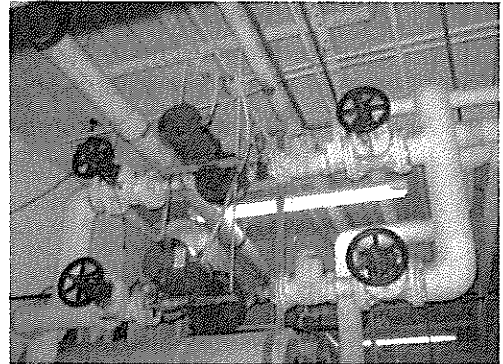
NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

MECHANICAL:

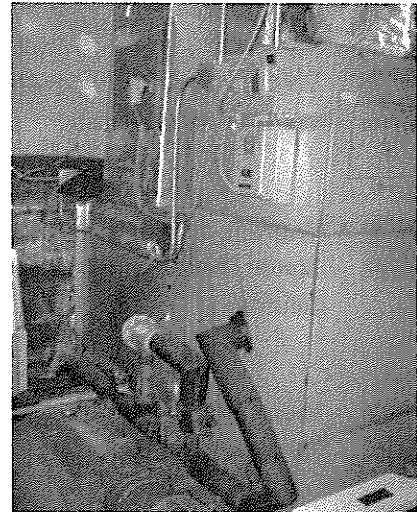
2

Boiler Plant: The building is heated by one Eighty Eight Series hot water boiler. The boiler is gas fired and reaching the end of its useful life. There are two pumps which provide redundancy in case one pump fails. The hot water system serves fin tube radiation and duct mound hot water coils. The hot water pumps are controlled by six temperature zones via electric relays. Recommend replacing the boiler with two high efficiency condensing boilers to provide redundancy and higher levels of energy efficiency (up to 95% versus current boilers with nominal efficiency of probably 75% to 80%). Replace hot water distribution and controls to provide more zones for energy efficiency and update controls to DDC type system.



3

Most of the building is served by indoor mounted air handling units with remote compressor / condensers and duct mounted hot water coils. Most of the units are old are in fair to poor condition. Ductwork distribution to spaces below includes single zone hot water coils. "Local" air conditioning is also provided at specific areas with ductless split units. Temperature control system is via electric relays with electric actuated valves and dampers. Computer Operations Room needs improved air conditioning and ventilation. Recommend replacing air handling systems and replace and upgrade controls to web based DDC type system.



ELECTRICAL:

3

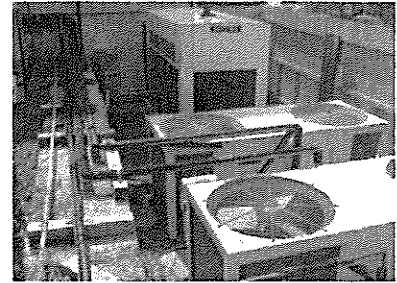
The building is served by a Square D distribution panel, rated at 400 amperes, 208Y/120 volts, 3-phase. The service equipment and main distribution panels are in good condition.



NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

Emergency Generator: The generator is a 80 KW Kohler; gas fired generator and automatic transfer switch located inside; both are in good condition. Recommend upgrading electrical power distribution throughout the building with new local panels, new receptacles and wiring.



3 Lighting, in general, consists primarily of fixtures with acrylic lenses and T8 fluorescent lamps. Most of the fixtures are in fair to poor condition. Emergency lighting is handled by an emergency generator and local battery pack type fixtures. The fire alarm system is a Honeywell zoned system. There are manual fire alarm pull stations throughout the building. Replace lighting with new energy efficient fixtures and controls such as occupancy sensors and daylight harvesting. Where feasible, replace battery pack type emergency lights and re-circuit fixtures to be fed from the generator.

2 Replace and upgrade fire alarm system to an addressable system.

PLUMBING:

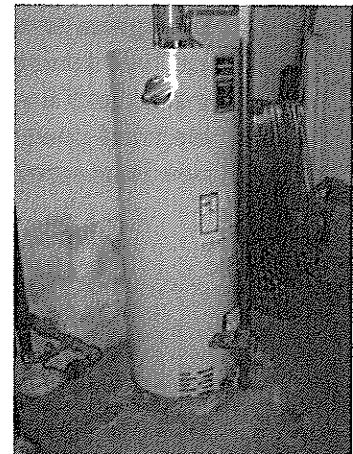
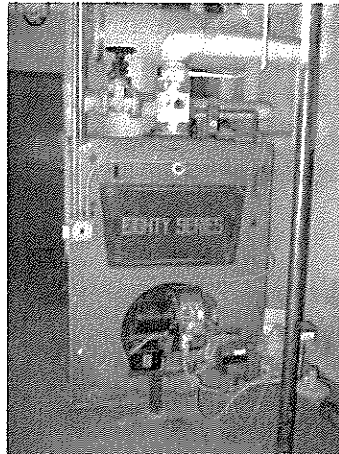
- 3** Existing plumbing fixtures are as follows:
- In general, there are a variety of fixtures of different age and condition. Many of the fixtures are in need of replacement due to age and also to benefit from sensor mounted controls and water conserving features.
 - Water closets are floor mounted; tank type, vitreous china
 - Lavatories are wall hung and counter mounted vitreous china. Faucets are installed with single lever handle faucets.
 - Urinals are wall mounted with manual flush valves.

Recommend replacing all plumbing fixtures and water piping.

NEWTOWN FACILITIES CONDITION ASSESSMENT REPORT

Town of Newtown, Connecticut

- 1 Existing Domestic Hot Water System: The domestic hot water is generated by a Bradford White gas fired water heater with 50 gallon storage. The water heater is in good condition, but does not incorporate a mixing valve at the hot water supply. Recommend adding mixing valve to water heater.

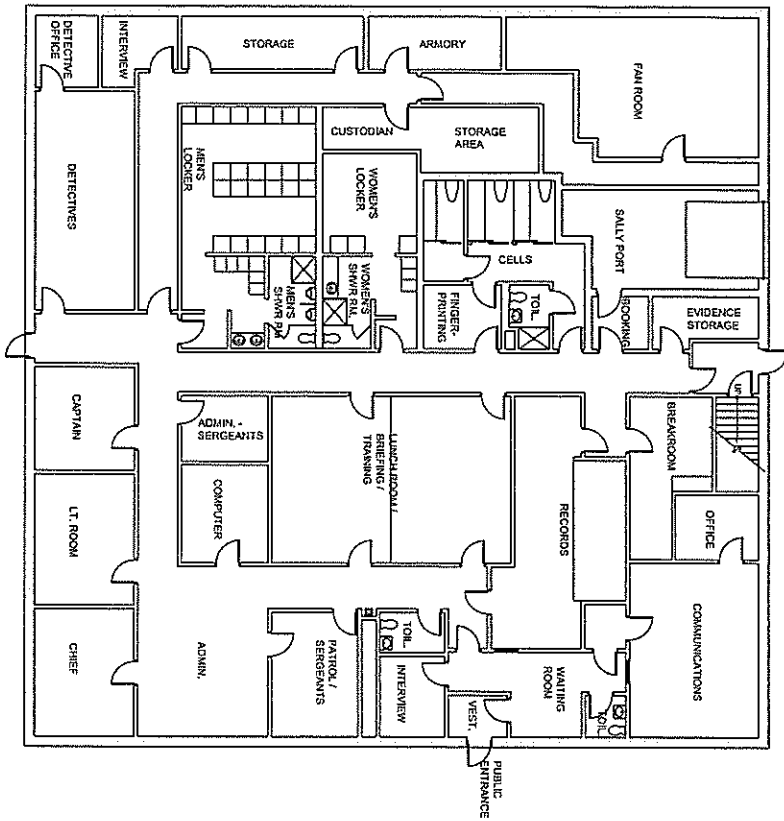


FIRE PROTECTION:

- 2 There is no central fire protection system (sprinklers) currently at the facility. We recommend a new wet type fire protection system be installed with sprinklers throughout the entire building.

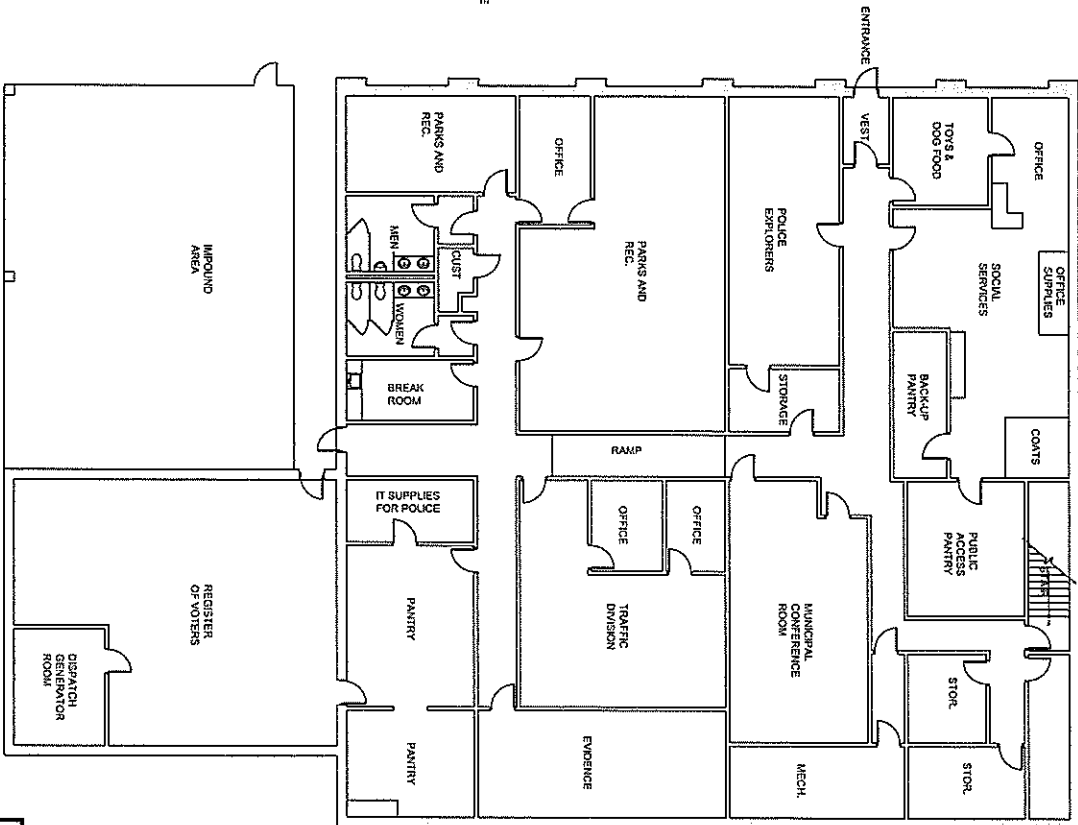
* * *

NEWTOWN FACILITIES	
Building Name:	TOWN HALL SOUTH
Address:	3 Main Street Newtown, CT



1
1/16" = 1'-0"

FIRST FLOOR PLAN



2
1/16" = 1'-0"

SECOND FLOOR PLAN

THS-A-1

FLOOR PLANS

D.R.A

Drumrey Rosane Anderson, Inc.
235 Main Street, 4th Floor
Waterbury, MA 02451
Phone: 817-284-1700
Fax: 817-284-1701
Email: info@dra.com
Internet: www.dra.com

Town Hall South				
Order of Importance	Description	Value	Fiscal Year	Sequence
1	Add Mixing Valve to Water Heater	\$ 5,190.00	2016	
				\$ 5,190.00
6	Upgrade Stairs to meet ADA Codes	\$ 20,116.00		
2	Replace Siding and Paint	\$ 157,032.00	2016	
3	New Fire Alarm System	\$ 31,140.00	2016	
4	Install New Fire Rated Partition and Ceiling	\$ 5,198.00		
5	New Sprinkler System	\$ 103,800.00	2017	
7	Replace Hot Water, Boiler, Dist. and Controls	\$ 155,700.00	2017	
				\$ 472,986.00
8	Upgrade Electrical Power Distribution	\$ 83,040.00		
9	Replace Air Handling System and Controls	\$ 363,300.00	2019	
10	Replace Baseboard Radiation Covers	\$ 2,397.00		
11	Replace Windows	\$ 495,146.00		
12	Replace Toilet Partition	\$ 8,447.00		
13	Replace Lighting with Efficient Fixtures	\$ 62,280.00		
14	Replace Plumbing Fixtures and Water Piping	\$ 155,700.00	2018	
15	Repair Parking Lot Surface	\$ 93,042.00		
16	Redesign Shower room	\$ 30,924.00		
17	Create Cell for Disabled Person	\$ 98,351.00		
18	Residesign Restroom/ Shower Area	\$ 60,081.00		
19	Replace Knobset with Lever sets	\$ 60,974.00		
20	Modify Counter to allow Knee Space	\$ 5,990.00		
21	Install Insulation on Piping under Sinks	\$ 631.00		
22	Construct New ADA Accessible Restrooms	\$ 46,567.00		
23	Install second Handrail on Ramp	\$ 3,662.00		
24	Modify Cabinets and Sink	\$ 4,715.00		
25	Replace Damaged Exhaust Vents	\$ 2,350.00		
26	Re-parge Exposed Concrete	\$ 7,346.00		
27	Cut Control Joint	\$ 4,963.00		
28	Scrape, Prime and Paint	\$ 4,097.00		
29	Repaint Doors	\$ 1,024.00		
30	Repair EIFS System	\$ 3,525.00		
31	Repaint Concrete Floors	\$ 8,753.00		
32	Replace Gypsum Wall Board and Paint	\$ 4,136.00		
33	Replace Louvers	\$ 2,933.00		
34	Replace Ceiling Panels	\$ 3,723.00		
35	Paint Walls	\$ 9,161.00		
36	Investigate Wall Where Efflorescence is Present	\$ 9,314.00		
37	Re-point and Paint Lintel	\$ 514.00		
38	Replace VCT or Vinyl Flooring	\$ 14,505.00		
				\$ 1,651,591.00
Total		\$	2,129,767.00	

2

Town of Newtown								
Capital Needs Survey Form								Total Floor Area (sf):
Town Hall South								10,380
Note: The "System Priority Rating" (1 to 4 rating) and "Condition of the Existing System Rating" (1 to 5 rating) are to be reviewed together to assist in prioritizing replacement and/or upgrades. As an example, we recommend line items with a System Priority rating of 1 and Existing Conditions rating of 1 be prioritized for replacement and/or upgrades.								
SYSTEM	System Priority 1 to 4 (1-Highest Priority, 4-Lowest Priority)	Condition of the Existing System 1 to 5 (1 Poor, 5 Excellent)	Last Major Reconstruction (Year)	Projected Replacement (Year)	Quantity	Unit Price	Current Replacement Cost	REMARKS
Division 2 - Site Construction								
Site - General								N/A
			(circa)					
Division 15 -Fire Protection								
Add new FP service and sprinklers throughout	2	2		2017	10,380	\$10	\$103,800	
Division 15 -Plumbing								
Replace Plumbing Systems Including:	3	3		2018	10,380	\$15	\$155,700	
Water Distribution System								
Plumbing Fixtures								
Water Heater Mixing Valve	1	1		2016	10,380	\$0.5	\$5,190	
Division 15 - HVAC								
Hot Water Boilers, Pumps & Controls	2	2	1978	2017	10,380	\$15	\$155,700	Upgrade / replace boiler plant
General HVAC includes:	3	3	1994	2019	10,380	\$35	\$363,300	Upgrade / replace equipment
Hot Water Heating Elements & Piping								
Ductwork / VAV Boxes								
Exhaust Systems								
Temperature Control Systems								
Division 16 - Electrical								
General Electrical Distribution	3	3		2020	10,380	\$8	\$83,040	
Fire Alarm System	2	2		2017	10,380	\$3	\$31,140	
Lighting - Replace Fixtures and Control	3	3		2020	10,380	\$6	\$62,280	
							\$ 960,150	
							\$ 93	per sf