



PACHECO ROSS ARCHITECTS, P.C.

EMERGENCY RESPONSE FACILITIES

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Bristol, VT Fire & Police Site Study

12/12/08

The Town of Bristol wanted to study the feasibility of up to five pre-selected sites for evaluation of their suitability to construct a new fire and/or police facility. The five (5) sites that Pacheco Ross Architects, P.C. (PRA) reviewed were chosen by the Town from a list of seven (7) sites. In addition, the Town wanted to evaluate their existing fire station building for its ability to be renovated, repaired and re-used cost effectively. The work product supporting the Summary and Conclusions are located in the Appendix for reference.

Site Study Process

Pacheco Ross Architects, P.C. (PRA) met with Town Officials on 9/25/08 and observed the various parcels. We acquired specific site information, photographed each site and gathered anecdotal information such as potential public reaction to site selection and availability. The process of qualifying sites to serve as emergency response facilities is a subjective process based on PRA's professional experience and a field-tested set of guidelines.

We have rated the attributes of each site on a 1 – 10 scale as shown on the accompanying charts. Ten (10) is the highest rating, one (1) is the lowest. Once the ratings are added up, we rank the sites in numerical order. The ratings are based on our experience in similar situations and conditions, objective observation as well as architectural knowledge and direct construction expertise. Please note that the rating system used is a subjective system and not a scientific study or mapping program.

PRA developed a two-stage rating system for situating a fire and/or police station on a parcel of land. The first stage of analysis addresses physical characteristics of the land at a particular site, including parcel size and shape, road frontage and access, topography (cut/fill), accessibility, utilities, drainage, detrimental natural features, demolition hazards and underground or hazardous waste. These attributes are common to all parcels of land.

The second stage of analysis addresses program size and scope requirements, building, fire and police issues including traffic separation, parking, drive-through capability, ease of apparatus exiting/returning safety/security, build-ability, land available around building, response time to potential events, responder parking, responder time to station, acquisition cost and potential negative reactions.

Before any site is finally selected and/or purchased, we recommend that a thorough geotechnical investigation be performed to determine its structural capacity, seismic and drainage characteristics of the soil. A complete topographic property survey will be required to determine the actual boundaries, size, easements, existing physical features, utility inverts and locations and topography. If the history of a site is not known, a Stage One Environmental Evaluation should be performed to determine the possibility of in-ground contaminants.

Programming, Space Analysis and Existing Facilities

PRA developed both fire and police Programs and Space Analyses. These documents can be found in the Appendix. These tools are used together to help determine the size and scope of a building and site that meets each Department's requirements. We evaluate each of the parcels of land to accommodate these requirements. The program and space analysis are also critical in developing initial conceptual costs.

PRA conducted a walk-through of the existing fire station and municipal building (with police department) ~~of~~ in order to observe operations, response and problem areas such as lack of space and security.

Summary and Conclusions

When each department is considered separately, the Space Analyses reveals that the Fire Department needs approximately 13,425 sq. ft. and the Police Department needs approximately 5,300 sq. ft. of space. If the two departments are combined, there may be as much as 7% - 10% space savings. Savings can be found in combined areas such as lobbies, restrooms and mechanical and overlapping uses such as dispatch. A combined facility could be approximately 16,850 sq. ft. This is the building size that we assume to evaluate the various sites. Apparatus drives, aprons, sidewalks, parking and open space are proportionate to a combined facility of the programmed requirements. One should be reminded that a full third of the proposed facility is apparatus bays and direct support spaces.

The five sites are as follows:

	Initial Ranking
• Existing Fire Station - 32 & 38 North Street w/ back of 6 Garfield	5
• Plank Road (raw land)	1
• 65 & 67 North Street	2
• 74 West Street 76 West Street	4
• 130 North Street	3

Based on the Stage One, Land/Site Issues the Plank Road site is the highest ranked due to the fact that the raw land has the most potential to serve as an emergency response facility site. It can be as large as needed with good frontage, there is no apparent history of hazardous materials and the site has nothing to be demolished. These factors contribute substantially to its initial ranking.

For many of the reasons stated above, the existing fire station site, coupled with the lack of apparent sanitary sewer ranks it the lowest of the sites.

The second stage of analysis reveals other significant issues. The Plank Road site gained in point separation in almost all categories. The acquisition cost may or may not be an issue, but we ranked cost as a potential problem. The distance from the core Village and at the north end of the town will create additional response time for first responders to arrive at the station and then get to emergency events. These two minuses were not enough to lower its ranking and the Plank Road site has too many positive attributes that contribute to its highest ranking. The lowest three sites are far enough behind in points as to fall out of contention.

Therefore, it is our professional opinion that either of the top two ranked sites should be pursued further as a new Fire/Police Station location. The next steps include determining public opinion, political and public viability of each site and developing costs. In addition to these steps, PRA suggests that a topographic survey of the most viable site be developed so that conceptual site and floor plans can be created. Total project hard and soft cost budgets should also be developed once a particular site is chosen.

Existing Fire Station

The original fire station building is no longer viable as a in its current configuration. Problems include lack of size and space for apparatus and all other fire (firematic) and EMS operations. The lack of space in the bays poses a safety concern due to proximity of apparatus to each other and to the structure. The lack of space requires that some apparatus be stored in the rear pre-engineered building which hinders response and separates the operational functions of a fire station. The original building is too close to the road, which due to a short apron causes apparatus exiting problems and safety concerns and creates additional problems when apparatus returns.

Building code issues include lack of proper egress, poor air quality from diesel fumes and the building does not meet the Americans with Disabilities Act (ADA) guidelines for accessibility or compliance. Mechanical, electrical and plumbing systems are totally inadequate.

Unfortunately, new construction on the same parcel of land that meets the Program requirements is very difficult as the building footprint, drives, aprons and parking utilize almost the entire site. There is little or no space for storm drainage, expansion, setbacks or outdoor training or recreation. There is no available land on either side of the site that could be used to increase the size of the parcel.



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Bristol, VT Combined Fire and Police Station Site Location Analysis

Land/Site Issues – Part 1

Definitions

Fire Station Size and Shape: The program addresses apparatus bays, firematic and EMS support, training, administration and public use, utilities, parking and future growth needs. PRA assumes one-story building will be feasible for the programmed size and scope. The project program indicates the following requirements:

- Approximate Fire Station Size – 13,425 sq. ft.

For a fire station that requires three (3) front-line bays, aprons, parking, drives and ancillary spaces, a potential site must respond with a viable shape. A large site may be of such irregular shape that the amount of usable area is greatly reduced. A smaller site with a rectangular shape in the dimensions that layout well for a particular fire station may be more desirable.

Police Station Size and Shape: The program addresses public access, sally port, security, administration, interview, booking, officer's requirements, evidence protocols, locker space, utilities, parking and future growth needs. PRA assumes one-story building will be feasible for the programmed size and scope. For a police station that requires a sally port, minimal police car parking, public access and ancillary spaces, the potential site requirements are same as the fire station requirements stated above. The project program indicates the following requirements:

- Approximate Police Station Size – 5,300 sq. ft.
- Recommended site size for fire and police programmed needs, either one or two story, future growth and flexibility – 2.0 acres

Road Frontage and Access: Fire stations require adequate road frontage for both apparatus and automobile egress and entry into the site. For safety reasons, it is best to separate apparatus response drives from any automobile usage, whether it is responder or public automobiles. People approaching or passing the site should have a clear view of the activities on the site. Additionally it is essential for responders to have the longest possible line of sight to oncoming traffic when exiting the site. This category evaluates the ability of firefighters, fire apparatus, police personnel and police cars to effectively arrive and leave the site in a safe, efficient manner.

Topography Cut/Fill: This category assesses the property contours. Not all sites are level or at the same elevation as the road. Property that is significantly lower or higher than the road may create difficulty for ingress and egress, or have visibility constraints. These sites may require earth moving to render them acceptable for construction. Some sites can be adequately graded using the material that exists on the site. Sites that require extensive quantities of earth to be imported or exported, or that have severe grades that would be encountered by the apparatus receive a low score, or may be rejected as unbuildable.

Accessibility: Accessibility of the site takes into account the ability of fire apparatus or police vehicles to leave the site quickly regardless of traffic patterns, congestion, or natural disasters that may close railroad crossings or bridges. For example, a corner site, with the ability to exit onto two different roads may receive a higher score than single access site. A site on a dead end, or vulnerable to becoming isolated due to natural features, railroad tracks at grade or low bridges may receive a low score.

Utilities: This category looks at the availability of adequate electrical and water service, sanitary sewer, natural gas service, telephone and cable at the site. We do not specifically evaluate the capacity of the utilities at the site for this report. However, we will downgrade the rating if a particular utility is found to be inadequate. We may upgrade the score for utilities nearby that can be cost effectively extended.

Drainage: This category evaluates potential problems associated with storm water drainage. This includes topography and runoff, rate of flow, soil permeability (if it can be determined during the period of this evaluation), natural features that may be an impediment to flow and the ability to remove the water from the site. The existence of storm sewers or surface drainage facilities (ditch, swale, etc.) is evaluated. This category takes into account that the proposed firematic usage may result in large quantities of impermeable surfaces and how this will impact the site's drainage characteristics.

Detrimental Natural Features: Natural features such as flood plains, low wet areas, standing water, streams, brooks, rock or poor soil could create problems in project layout and eventual construction. Any stream or brook would require a setback to protect and preserve the waterway. These observations are made without the benefit of a geotechnical report, and address potential problems in terms of construction cost & scheduling. If a site is large enough to accommodate all the firematic needs and future flexibility with no interference from natural features, it is treated as if the feature does not exist.

Demolition Hazards: This category addresses sites that require building or site demolition. In addition to the cost of demolition and disposal of debris, the building may require asbestos abatement or potential hazardous waste remediation (no analysis of the existence of asbestos or hazardous materials has been performed). Any site requiring demolition receives a reduced score. This category is limited to building and site demolition, but does not include clearing and grubbing a site to prepare for construction. Site demolition may include concrete pads, paving, site drainage structures or similar features.

Underground Waste or Hazardous Materials: If a site has known underground waste, serious hazardous materials or toxins, it may be stricken from the list of potential sites. This does not include something like an underground tank unless there has been detrimental leakage. We generally will not recommend such a site. These sites will receive a zero rating and automatically be eliminated from consideration. Mitigation such as brown field reclamation, outside funding, EPA help, etc. for a specific site will be reviewed on a case-by-case basis. We will factor in the possibility that a site is large enough to permit all programmed needs and avoid potential hazards on other portions of the site.



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Bristol, VT Combined Fire and Police Station Site Location Analysis

Building Issues – Part 2

Definitions

Traffic Separation: Ingress/egress and moving on and off the site; it is extremely important that pedestrians, fire apparatus, responder vehicles, police and public vehicles do not cross paths more than necessary during an emergency response. The ability to place the facility on the site for maximum safety and minimum response time is a function of the site size and shape, road frontage, traffic and pedestrian movement patterns. This category takes into account possible traffic movement both on and around the immediate vicinity of the site.

Parking: This analysis evaluates the ability of firefighters, police and public vehicles arriving at the site to safely get into the site, park and access the fire station without crossing the path of moving apparatus or police vehicles. For volunteers, first responder parking should be accessible to the apparatus bays or bunker gear lockers. For both police and civilian staff, parking should be accessible to the secure staff entrance. Public parking should be in the vicinity of the public portion of the fire station to facilitate ADA access requirements.

Ease of Apparatus Exiting/Returning: Regardless of building or bay configuration, it is imperative that emergency apparatus can safely and easily exit the bays and subsequently exit the site. Large apparatus such as the ladder truck or engines need sufficient room to completely exit the bays in a straight line before turning onto a street. Once at the street, they need adequate turning radius to safely exit the site. In addition, both apparatus drivers and public drivers on the street need good visibility for safety. The same considerations apply to apparatus returning to the site and building.

Drive-Through Capability: There are two methods for returning fire apparatus to park in the fire station. One method is to back the apparatus into the bays. An alternative method is to have bays with doors on opposite faces of the building permitting the apparatus to drive through the bays in order to park. With drive-through bays, the apparatus will not have to maneuver on frontage roads to position themselves to back in, reducing risk of collision with a passer-by. Drive-through bays however, do require additional land for driveways and aprons. The capacity for a site to accommodate this feature is regarded as an asset only if it is important to the Fire Department. This requirement is weighted based on the department's needs and the project program.

Safety/Security: Regardless of building or sally port configuration, it is imperative that police cars, bicycle or foot patrol can safely and easily enter the site to either the sally port or secure entry. In addition, both police and public drivers on the street need good visibility for safety. The same considerations apply to police leaving the site and building.

Build-ability: This category is a subjective evaluation by PRA of the potential to build a well designed police and fire station (that meets the program) on the site. In the case of building on an existing site, the ability to maintain operation of the existing facility during construction is considered. We use our knowledge-based construction expertise and experience with over 150 emergency response projects to envision how well the site will lend itself to the programmed station.

Available Land Around Building: Sufficient open land for future needs should remain on a site after the building footprint, parking and paving are taken into account. Open space affords flexibility, green space, possible future growth, and locations for memorials, additional firematic or training needs and space for public use. Too small a site may present problems in the near or long term future. The acreage requirements for a site should minimally satisfy this need for space.

Response Time to Potential Events: This is a subjective analysis based on information and opinions provided by the Town, Police and Fire Departments. PRA, the Departments and Town discuss traffic patterns, the locations of calls and make subjective judgments regarding the convenience and time required to get from the proposed parcels to potential events. This is a subjective analysis and not the result of in-depth analysis such as response time mapping.

Responder Parking: This analysis evaluates the ability of emergency responders to safely and quickly park and get into the fire station. First responder parking should be as close to the apparatus bays as possible, yet not interfere with apparatus movement.

Responder Time to Station: This is a subjective analysis based on information and opinions provided by the Department. We discuss traffic patterns, the locations of responder's homes and/or work and made judgments regarding the convenience and time required to get to a proposed parcel. This is a subjective analysis and not the result of in-depth analysis such as response time mapping.

Acquisition Cost: This category reflects the Town's opinion of the probable cost of acquisition for parcels that are not presently owned by the Municipality. The higher the comparative cost of each individual parcel to its counterparts, the lower its relative scores. Such costs are assumed to negatively affect the overall budget.

Potential Negative Reaction: This category reflects the Town's opinion of the probable level of objections to be raised by neighbors, advocacy groups or other involved parties. For example, if a site eliminates low-income housing or tax producing property, this qualifies as potential negative reaction. If the severity of the negative reaction can be accurately gauged to be overwhelming, or unable to overcome the objections, the site may receive a zero rating and therefore be eliminated from consideration.

Bristol, VT Fire Department

Space Analysis

5/23/07

Program Item		Area 1st Floor	Area 2nd Floor	Area Both Floors
Apparatus				
1	3 Double-Deep Apparatus Bays 57 x 80	4,560	0	4,560
Subtotal - Apparatus		4,560	0	4,560
Firematic Support				
1.8	Mezzanine 12 x 80	0	960	960
1.9	Bunker Gear Lockers - Part of Bays	0	0	0
2	Storage Room #1 12 x 12	144	0	144
3	Storage Room #2 12 x 12	144	0	144
4	Work Room 12 x 12	144	0	144
5	DeCon/Laundry 12 x 12	144	0	144
6	Air Room (SCBA) 12 x 14	168	0	168
7	Radio/Communications Room 10 x 12	120	0	120
8	Unisex Rest Room for Bays	75	0	75
Subtotal - Firematic Support		939	960	1,899
Firefighters/EMS				
9	Firefighter's Day Room	525	0	525
10	Exercise	450	0	450
11	Lockers/Bath Showers	400	0	400
Subtotal - Firefighters/EMS		1,375	0	1,375
Administration				
12	Meeting/Training Room w/ Bunks	1,350	0	1,350
13	Storage	168	0	168
14	Conference Room 12 x 18	216	0	216
15	Office #1 12 x 15	180	0	180
16	Office #2 12 x 15	180	0	180
17	Office #3 10 x 10	100	0	100
Subtotal - Administration		2,194	0	2,194
Public Spaces				
18	Lobby	200	0	200
19	Coat Area - Part of Lobby	0	0	0
20	Community Room	375	0	375
21	Kitchen	200	0	200
22	Public Restrooms	345	0	345
Subtotal - Public Spaces		1,120	0	1,120
Building Spaces				
23	Janitor's Closet	48	0	48
24	Mechanical/Electrical	336	0	336
Subtotal - Building Spaces		384	0	384
Miscellaneous				
	Circulation @ 7%	740	0	740
	Walls @ 10%	1,057	96	1,153
Subtotal - Miscellaneous		1,797	96	1,893
Totals >>		12,369	1,056	13,425



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Bristol, VT, Fire Station Program

Program Meeting Date: 1/19/07

A General Information

- A1.1. Shifts **All Volunteer**
- A1.2. Vehicle Staffing **As needed**
- A1.3. Response turn out: **25**
- A1.4. male: **31** female: **one**
- A1.5. On-call: **No**
- A1.6. Civilian **No**
- A1.7. Calls/year **130 Fire and Rescue**
- A1.8. Other Information

A2. Building Committee

- A2.1. **Mark Bouvier**

A3. Department

- A3.1. Describe: **Town Department**

A4. Number of Companies or Departments involved: **One**

A5. Date of Dept monthly meeting: **1st Wednesday of the month**

- A5.1. Zoning Allowable use: **Yes**

- A5.2. Regulatory Requirements: **Vermont Labor & Industry Building Code: ICC "Essential Services Facility"** Other Requirements: **NFPA**

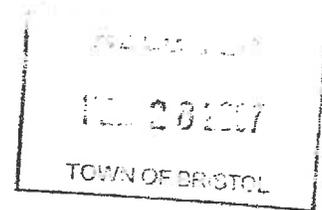
B Functional Activities

B1. Types of response

- B1.1. Fire **Yes**
- B1.2. Heavy Rescue **Yes-Mountain Rescue**
- B1.3. HAZ MAT: **Yes**
- B1.4. Water Rescue: **Initial Call-no swift water**
- B1.5. Ice Rescue **No**

B2. Training activities in the building: **Classroom Only**

B3. Tower **No-Use state training area**



- B4. Training activities on the site **No**
- B5. Emergency Shelter – **Yes-own people or use as a major command post**
- B6. Access control
 - B6.1. Electronic access: **Yes Describe: Fob**
 - B6.2. Vendor's access/drop off: **No**
 - B6.3. Access to breathing air for vendor: **No**
 - B6.4. Other fire companies utilize bays and certain building areas: **Yes-Mutual Aid-no need to control access**

C Site

- C1. Size, Shape and Location: **To be determined**
- C2. Outdoor Pavilion with Grille, **Small if possible, on site**
- C3. Dumpster: **No**
- C4. Fuel tanks: **No**
- C5. Satellite Dish: **No**
- C6. Responder parking spaces: **20 preferred**
- C7. Public parking spaces: **40**
- C8. Signage: **Yes**
- C9. Flagpoles: **Yes**
- C10. Utilities at site: **Depends on particular site**

BUILDING SPACES

1 Apparatus Bays

- 1.1 Number of vehicles: **6 # of bays: 6 (5 rescue vehicles)**
 - 1.1.1 Name **Engine 1** Length **35'** Capacity **1,000 gal** Weight **40,000**
 - 1.1.2 Name **Engine-Tanker** Length **37'** Capacity **3,000 gal** Weight **60,000**
 - 1.1.3 Name **Utility Truck** Length **20'** Weight **25,000**
 - 1.1.4 Name **Hose Truck** Length **20'** Capacity **1,200 ft of 5" hose with pump**
Weight **20,000**
 - 1.1.5 Name **Command Car** Length **16'**
 - 1.1.6 Name **Heavy Rescue** Length **18'** Weight **20,000**
- 1.2 Type of bays
 - 1.2.1 Drive-through: **Yes** quantity: **All**
 - 1.2.2 Double deep: **Yes** quantity: **All**

- 1.3 Maintenance Bay No
- 1.4 Wash bay: **No-wash in place**
- 1.5 Future expansion of bays: **Yes**
- 1.6 Front line response: **Minimum 2 doors**
- 1.7 Overhead doors
 - 1.7.1 Front: Number: **2 minimum, 3 preferrable**
 - 1.7.1.1 Width: **14'** Height: **14'**
 - 1.7.2 Rear: Number: **2 minimum, 3 preferrable**
 - 1.7.2.1 Width: **14'** Height: **14'**
- 1.8 Mezzanine: **Yes**
 - 1.8.1 Size **As large as possible**
- 1.9 Gear lockers: **40** Future: **8**
 - 1.9.1 Location: **Fixed on bay walls**
- 1.10 Foam: **Yes** Type: **Class 'A' - on apparatus**
- 1.11 Trench drains: **Yes in all bays-to be centered under apparatus**
- 1.12 Hose reels: **Yes** Type and Quantity **Front & rear-50'- 75' hose length**
- 1.13 Fume exhaust: **Yes** Type and Quantity **Hose type for all bays**
- 1.14 Truck fills: **Yes-one**
 - 1.14.1 Overhead: **Yes**
 - 1.14.2 Outdoor hydrant: **Yes** Location: **Near front or rear apron**
- 1.15 Electrical drops: **Yes, all trucks**
- 1.16 Air drops: **Yes** Brakes **All trucks**
- 1.17 Compressed air for tools: **Yes**
- 1.18 Sink: **Yes-large slop sink**
- 1.19 Other equipment: **Hose racks**
- 1.20 Epoxy Flooring: **Later**
- 1.21 Comments/miscellaneous: **Sealed concrete**

FIREMATIC SUPPORT

- 2 Storage Room #1
 - 2.1 Use: **Spare SCBA, masks, bottles, boots, gloves**
 - 2.2 Size: **12'x12'**
 - 2.3 Security **Yes**
 - 2.4 Adjacencies/comments **Shelving, ventilation**

3 Storage Room #2

- 3.1 Use: **Hose, nozzles, equipment**
- 3.2 Size: **12'x12'**
- 3.3 Security **No**
- 3.4 Adjacencies/comments **Hose racks, shelves**

4 Work Room

- 4.1 Service: **Ship out apparatus for major work**
- 4.2 Type of work **oil changes, minor repair in bays**
- 4.3 Workbench **Yes**
- 4.4 Tool storage **Yes**
- 4.5 Power tools **Hand tools only**
- 4.6 Air: **Yes**
- 4.7 Size: **12'x12'**
- 4.8 Adjacencies/comments: **Pumps and other maintenance work - mechanic comes to station**

5 Firematic DeCon/Laundry

- 5.1 Sink: **Yes-stainless steel with sideboards**
- 5.2 Gear washer: **Extractor**
- 5.3 Gear dryer: **Yes-rack type**
- 5.4 Clothes washer **No** Clothes Dryer **No**
- 5.5 Holding tank: **Based on site location-grey water**
- 5.6 Size: **10'x12'**
- 5.7 Adjacencies/comments: **Drench/Eyewash, extractor will need special plumbing hookups and concrete pad**

6 Air Room (SCBA) Do you plan to specify SCBA that can be used in chemical, biological, radiological and nuclear (CBRN) environments? No

- 6.1 Use **Clean & repair**
- 6.2 Size: **12'x15'**
- 6.3 Sink: **Yes with sideboard**
- 6.4 Air compressor: **Possiden-fills 3 bottles on truck and then fill from those 3 bottles**
- 6.5 SCBA storage: **Racks repair Masks**

- 6.6 Air Bottles – Number & Size: 15
- 6.7 Adjacencies/comments: **Sound insulation, check for outside air intake**

7 Radio/Communications Room

- 7.1 Location: **Front of Building**
- 7.2 View control: **Bays, apron & road**
- 7.3 Seating requirements: **3-4**
- 7.4 Door operation: **Yes**
- 7.5 Traffic control: **No**
- 7.6 Bay lighting: **Yes Outside: Yes**
- 7.7 Internal paging system: **Intercom or through phone system**
- 7.8 Siren: **Plan for it**
- 7.9 Computer equipment: **Yes**
- 7.10 Closed Circuit TV, Phones, Weather Station: **None**
- 7.11 File cabinets: **Yes - 2 drawer**
- 7.12 Wall mounted items **Bullitin board, maps, white board**
- 7.13 Rechargeable items (plectrons) **Yes**
- 7.14 Console: **Yes-configuration to be determined**
- 7.15 Lockable storage: **File Cabinet**
- 7.16 Size: **10'x12'**
- 7.17 Adjacencies/comments: **Lockable, isolated from other activities**

8 Rest Room at Apparatus Bay

- 8.1 **Unisex, ADA compliant**
- 8.2 **75 sq ft**
- 8.3 **Hard surfaces and finishes**

FIREFIGHTERS

9 Firefighter's Day Room

- 9.1 Describe **30-35 people**
- 9.2 Furnishings **Couches, chairs, TV, pool table, small table**
- 9.3 Kitchenette: **Yes**
 - 9.3.1 **Refrigerator, Microwave and sink**
- 9.4 Size: **To be determined, minimum 525 sq ft**
- 9.5 Adjacencies/comments: **Accessible to bays**

10 Exercise

- 10.1 Weights: **Yes**
- 10.2 Cardio: **Yes**
- 10.3 Universal: **Yes**
- 10.4 Size: **350-400 sq ft**
- 10.5 Adjacencies/comments: **Only if shared with Police**

11 Lockers/Bath/Showers

- 11.1 Description **Male and female**
- 11.2 Lockers: Quantity: **6** Type: **1/2 size**
- 11.3 Size: **400 sq ft**
- 11.4 Adjacencies/comments: **Near Day Room and Exercise, One shower each**

ADMINISTRATION

12 Meeting/Training Room

- 12.1 Seating: **75**
- 12.2 AV, TV, Screen, Lectern, etc. **All plus dry erase board**
- 12.3 Computer/communications: **Yes**
- 12.4 Size: **1,125 sq ft (increase of 225 sq ft for bunks)**
- 12.5 Adjacencies/comments: **Public access, LCD from ceiling, white board, folding partitions, lecture tables, add fold down beds (6) along sides of room**

13 Storage for Meeting/Training Room

- 13.1 Describe: **For Tables, chairs, training aids**
- 13.2 Size: **12'x14'**
- 13.3 Adjacencies/comments: **Double doors, chair rail and some cabinets**

14 Conference Room

- 14.1 Seating: **8-10**
- 14.2 Computer/communications: **Yes**
- 14.3 Size: **12'x18'**
- 14.4 Adjacencies/comments: **Can have public access for meetings-secure from rest of station**

15 Office #1

- 15.1 Describe: **Chief**
- 15.2 Furnishings: **Desk, 4 person table, file cabinets, bookshelves**
- 15.3 Computer: **Yes**
- 15.4 Size: **12'x15'**
- 15.5 Security: **Yes**
- 15.6 Adjacencies/comments: **Near main entry**

16 Office #2

- 16.1 Describe: **Training-2 Assistant Chiefs**
- 16.2 Furnishings: **Two desks, file cabinets, bookshelves**
- 16.3 Computer: **Yes- one**
- 16.4 Size: **12'x15'**
- 16.5 Security: **Yes**
- 16.6 Adjacencies/comments: **Storage for books, manuals, CD's**

17 Office #3

- 17.1 Describe: **Clerk**
- 17.2 Furnishings: **Desk and Files**
- 17.3 Computer: **Yes**
- 17.4 Size: **10'x10'**
- 17.5 Adjacencies/comments: **Also for mechanics use when at station**

PUBLIC SPACES

18 Public Entry Area

- 18.1 Describe: **Small, public and firefighter**
- 18.2 Trophy case(s): **Yes**
- 18.3 Adjacencies/Comments: **Air lock**

19 Coat Area

- 19.1 Number: **100**
- 19.2 Adjacencies/Comments: **Meeting/Training, part of entry, corridor or room(s)**

20 Community Room

- 20.1 Public usage: **Yes, 20-25**
- 20.2 Fundraising, Political/Municipal, Scouts: **All**
- 20.3 Rental **None**
- 20.4 Size: **300-375**
- 20.5 Equipment: **TV, AV, data hookup, phone hookup, tables and chairs**
- 20.6 Adjacencies/comments: **Entry, meeting/Training, restrooms, Department use as needed**
- 20.7 Coffee Bar: **Yes**

21 Kitchen

- 21.1 Uses: **For emergencies and firefighters**
- 21.2 Equipment: **stove, refrigerator, deep bowl sink, dishwasher-not commercial-good residential, quality equipment**
- 21.3 Shuttered opening: **No**
- 21.4 Size: **200 sq ft**
- 21.5 Adjacencies/comments: **Ansul hood-check code and Health Department**

22 Public Rest Rooms

- 22.1 Size: **To be determined based on occupancy**
- 22.2 Adjacencies/comments: **Community Room, Meeting/Training**

MISCELLANEOUS SPACES

23 Janitors Closet(s)

- 23.1 **Yes**
- 23.2 Size: **6'x8'**
- 23.3 Adjacencies/comments: **Shelves for storage, paper products, mops & brooms, floor sink**

24 Mechanical Room

- 24.1 Equipment: **Boiler, Water heater, Transfer switch, Main disconnect, Electrical Panels**
- 24.2 Size: **14'x24'**
- 24.3 Adjacencies/Comments: **Near generator and bays**

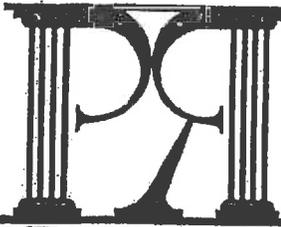
- 25 **Mechanical, Electrical, Plumbing, HVAC, Sprinkler, Alarm, etc.**
 - 25.1 **Mechanical**
 - 25.2 **Fuel type: Oil**
 - 25.3 **Heating type in apparatus bay: In-floor radiant**
 - 25.4 **Heating type elsewhere: Rooftop HVAC with economizers**
 - 25.5 **Electrical**
 - 25.6 **Bay lighting: Flourescent**
 - 25.7 **Site lighting: Attached to building**
 - 25.8 **Generator: Yes Describe: Exterior mounted on tank**
 - 25.8.1 **Fuel: Diesel**
 - 25.9 **Generator location: Outside, near mechanical room**
 - 25.10 **Electrical requirements: Look at 400 amp service**
 - 25.10.1 **Describe: Per NEC**
 - 25.11 **Plumbing/Sprinkler 2" domestic, look at possiblity of 4"-6" for sprinkler**
 - 25.12 **Sprinklered: Ideally-yes**
 - 25.12.1 **Describe: Wet system-may need pump**
 - 25.13 **Exterior hose bibs: Yes**
 - 25.14 **Alarm: Yes**
 - 25.14.1 **Describe: Heat and smoke**

Bristol, VT Police Department

Space Analysis

5/23/07

Program Item		Area 1st Floor	Area 2nd Floor	Area All Floors
Building Spaces				
1	Entry/Vestibule/Lobby	120	0	120
2	Interview Rooms #1 & #2	160	0	160
3	Two Public Restrooms	120	0	120
4	Communications/Dispatch	100	0	100
5	Records Office	80	0	80
6	Conference Room 14 x 20	280	0	280
7	Storage	32	0	32
Subtotal - Building Spaces		892	0	892
Administration/Police Work				
1	Chief's Office 12 x 15	180	0	180
2	Office #1 10 x 10	100	0	100
3	Office #2 10 x 15	150	0	150
4	Crimes Analysis	100	0	100
5	Patrol Office	350	0	350
6	Copy/Utility	80	0	80
7	Evidence Room	120	0	120
8	Bio-Hazard/DeCon Room	100	0	100
9	Active File Storage	80	0	80
10	Interview Room #1	100	0	100
11	Interview Viewing	80	0	80
12	Booking/Intoxylizer	80	0	80
13	Prisoner Unisex Restroom	75	0	75
14	Cellblock Area	250	0	250
Subtotal - Administration/Police Work		1,845	0	1,845
Police Private Areas				
15	Break Room	200	0	200
16	Physical Training/Workout - Share w/ Fire Dept.	0	0	0
17	Staff Rest Rooms/Showers/Lockers	450	0	450
Subtotal - Police Private Areas		650	0	650
Support Areas				
18	Sally Port	500	0	500
19	Storage	120	0	120
20	Armory - Part of Evidence	0	0	0
21	Janitor's Closet	48	0	48
22	Mechanical/Electrical	180	0	180
Subtotal - Support Areas		848	0	848
Miscellaneous				
	Circulation @ 15%	635	0	635
	Walls @ 10%	424	0	424
Subtotal - Miscellaneous		1,059	0	1,059
Totals >>		5,294	0	5,294



PACHECO ROSS ARCHITECTS, P.C.

EMERGENCY RESPONSE FACILITIES

DAVID J. PACHECO, AIA – CA, DE, NJ, NY, NC, RI, TN, TX

DENNIS A. ROSS, AIA – CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VT, VA

Police Program

Project Name: Bristol, VT

Program Meeting Date: 1/19/07

A General Information

A1. Total number of Police **4 Full time 1 part time** Per shift: **Two** Civilians per shift: **None**

Number of Police on patrol **Two** Number of Police/Civilians in building: **One - Lisa, dispatcher**

A2. Police: Male: **All** Female: **None**

A3. Day shift: **Two** Civilians: **Administrative Assistant**

A3.1. Night Component: **Two**

A4. Most at one time: Police **Two** Civilians **One**

A5. Building Committee

A5.1. **Kevin Gibbs**

A6. Type of entity

A6.1. Town **Yes**

A6.2. Village **Police Only**

A7. Date/Timing of Municipal meeting **Select Board 1st and 3rd Mondays**

A8. Regulatory Requirements

A8.1. Describe **Vermont Labor & Industry Building Code ICC - "Essential Services Facility"** Other Requirements **Dept of Justice, IACP**

B Public Access

B1. Walk-Up Window **Yes**

B2. Access/control/security

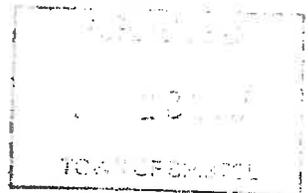
B2.1. Card access for employees **Yes**

B2.2. Vendor access **No**

B2.3. Public access **Window only unless escorted**

C Site

C1. Size **To be determined - currently in municipal building**



BUILDING SPACES

- 1 Public Entry/Vestibule/Lobby**
 - 1.1 Describe Access to window
 - 1.2 Size 10'x10'
 - 1.3 Security None
 - 1.3.1 Cameras Yes
 - 1.4 Furnishings Chairs
 - 1.5 Adjacencies/Comments Public interview

- 2 Public Interview Room(s)**
 - 2.1 Describe Table and Chair
 - 2.2 Size 4-5 people
 - 2.3 Security Yes
 - 2.3.1 Cameras Yes and Audio
 - 2.4 Adjacencies/Comments Public Entry, Audio-must be off during attorney conferences

- 3 Public Rest Rooms**
 - 3.1 Describe Unisex
 - 3.2 Size One water closet and sink
 - 3.3 Security Yes
 - 3.4 Adjacencies/Comments Off lobby, ADA

- 4 Communications/Dispatch**
 - 4.1 Describe May or may not be manned
 - 4.2 Size one person
 - 4.3 Security Yes
 - 4.3.1 Cameras No-but panic alarm
 - 4.4 Furnishings Chair, computer station/console
 - 4.5 Equipment weather station, fax, phone(s)
 - 4.5.1 Computer Yes
 - 4.5.1.1 Will house server/network
 - 4.6 Adjacencies/Comments For disaster-have radios available

5 Records Office

- 5.1 Describe Vital, personnel, criminal
- 5.2 Size 8'x10'
- 5.3 Security Yes
- 5.4 Furnishings Files
- 5.5 Adjacencies/Comments Fire rated room

6 Conference Room

- 6.1 Describe Total 14 people, 8-10 at table with chairs
- 6.2 Size 14'x20'
- 6.3 Security Yes
 - 6.3.1 Cameras Yes, Audio
- 6.4 Furnishings Conference Table and Chairs, dry erase board
- 6.5 Equipment Drop down screen, AV Training
 - 6.5.1 Computer Yes
- 6.6 Adjacencies/Comments Use as secondary interview room with audio and roll call room

7 Conference Room Closet

- 7.1 Describe Store training aids and resource materials
- 7.2 Size 4'x8'
- 7.3 Security Yes, locked
- 7.4 Adjacencies/Comments Shelves

ADMINISTRATION/POLICE WORK

1 Chief's Office

- 1.1 Describe Administrative duties, reports, schedules, etc.
- 1.2 Size 12'x15'
- 1.3 Security Yes, locked
- 1.4 Furnishings Desk, credenza, book shelves, 4 person conference table
- 1.5 Equipment Computer
- 1.6 Adjacencies/Comments Near patrol room, isolated from prisoner holding. Public access from lobby, not thru police spaces

2 Office #1

- 2.1 Describe **Deputy or Sergeant**
- 2.2 Size **10'x10'**
- 2.3 Security **Yes, Audio**
- 2.4 Furnishings **Desk, credenza, and visitors chair**
- 2.5 Equipment **Computer**
- 2.6 Adjacencies/Comments **Could supplement as interview or interrogation room, will require audio**

3 Office #2

- 3.1 Describe **Child friendly space**
- 3.2 Size **10'x15'**
- 3.3 Security **Yes**
- 3.4 Furnishings **Small furniture for very young, couch, chairs-comfortable, color & graphics**
- 3.5 Equipment **Audio and video**
 - 3.5.1 Computer **Yes, for children**
- 3.6 Adjacencies/Comments **Also needs remote viewing room, could also serve as interview viewing room**

4 Crimes Analysis

- 4.1 Describe **Dust prints, fuming prints, photography and evidence processing**
- 4.2 Size **10'x10'**
- 4.3 Security **Yes**
- 4.4 Furnishings **Tables, easily cleaned, work bench**
- 4.5 Equipment **Sink and countertop**
 - 4.5.1 Computer **Yes-hookup**
- 4.6 Adjacencies/Comments **Patrol room and evidence storage, short term secure storage for evidence**

5 Patrol Office

- 5.1 Describe **Work space and report writing for police officers**
- 5.2 Size **enough for 4 but expansion up to 8 total stations**
- 5.3 Security **Yes**
- 5.4 Furnishings **Desks with drawers**
- 5.5 Equipment **Two computers**
- 5.6 Adjacencies/Comments **Holding/processing, crime analysis, evidence**

6 Copy/Utility

- 6.1 Describe **One area for copier, fax, work area, mailing**
- 6.2 **Size as needed**
- 6.3 **Security N/A**
 - 6.3.1 **Cameras No**
- 6.4 **Furnishings Tables or countertop over cabinets**
- 6.5 **Equipment None, provide future hookup**
- 6.6 **Adjacencies/Comments All offices and patrol**

7 Evidence Room

- 7.1 Describe **Property storage-shelving**
- 7.2 **Size 10'x12'**
- 7.3 **Security Yes-heavy, camera**
- 7.4 **Furnishings Safe or internal room for drugs and guns**
- 7.5 **Ventilation Exhaust for drugs**
- 7.6 **Special Needs Dry, moderate temperature**
- 7.7 **Adjacencies/Comments Refrigerator for Bio evidence**

8 Bio-Hazard Room/DeCon

- 8.1 Describe **Disrobe, store clothes or other contaminated items**
- 8.2 **Size 10'x10'**
- 8.3 **Security Yes**
- 8.4 **Furnishings DeCon shower**
- 8.5 **Equipment May need grey water valve at floor drain or holding tank**
- 8.6 **Ventilation Yes**
- 8.7 **Special Needs Red Bag and Temporary Bio storage**
- 8.8 **Adjacencies/Comments Outside access or off Sally Port**

9 Active File Storage

- 9.1 Describe **Keep files out of offices**
- 9.2 **Size 8'x10'**
- 9.3 **Furnishings Drawer and lateral file cabinets**
- 9.4 **Adjacencies/Comments Near or attached to patrol room**

- 10 Interview Room #1**
 - 10.1 Describe **Audio, Video**
 - 10.2 Size **10'x10'**
 - 10.3 Security **Yes**
 - 10.4 Furnishings **Table and Chair**
 - 10.5 Equipment **None**
 - 10.6 Adjacencies/Comments **Viewing Room, Direct access from Sally Port**

- 11 Interview Viewing Room**
 - 11.1 Describe **Police and other victims**
 - 11.2 Size **8'x10'**
 - 11.3 Security **Yes, Audio feed from Interview**
 - 11.4 Furnishings **Tables and chairs**
 - 11.5 Special needs **One-way glass to interview**
 - 11.6 Adjacencies/Comments **Access to public under controled conditions and escort**

- 12 Booking/Intoxylizer**
 - 12.1 Describe **Prints, photographs, DUI tests**
 - 12.2 Size **8'x10'**
 - 12.3 Security **Yes**
 - 12.3.1 Cameras: **Yes, duress alarm**
 - 12.4 Equipment **Audio, video, phone**
 - 12.5 Adjacencies/Comments **Adjacent to Interview Room, Off Sally Port**

- 13 Prisoner Unisex Rest Room**
 - 13.1 Security **Non lockable**
 - 13.2 Size **as needed**
 - 13.3 Adjacencies/Comments **Booking and Interview/ADA sink and toilet**

- 14 Cell Block Area**
 - 14.1 Quantity **One-with restroom**
 - 14.2 Location **Immediately off Sally Port**
 - 14.3 Describe **Short term holding**
 - 14.3.1 Type of Cells **up to 3 people**
 - 14.4 Size **4'x8'**
 - 14.5 Adjacencies/Comments **Bench with a cuff rail, toilet and sink**

POLICE PRIVATE AREAS

15 Break Room

- 15.1 Location Remote from Booking, prisoners, etc.
- 15.2 Number of People 4-6
- 15.3 Food Prep Counter, sink, refrigerator, microwave, cooktop
- 15.4 Size To be determined
- 15.5 Adjacencies/Comments Window to exterior, table and chairs

16 Physical Training/Work Out

- 16.1 Comments Share with Fire Department

17 Staff Rest Room/Locker/Shower

- 17.1 Size As needed
- 17.2 Locker Quantity/Type 12 full size
 - 17.2.1 Describe 8 males/4 females
- 17.3 Adjacencies/Comments Locker sized to accommodate duty bags and hang uniforms

MISCELLANEOUS

18 Sally Port

- 18.1 Describe One overhead Door
- 18.2 Size To be determined
- 18.3 Security Yes
 - 18.3.1 Cameras Yes and audio
- 18.4 Number of Bays Two
 - 18.4.1 Number of Vehicles Two
- 18.5 Holding Area Duress Alarm
- 18.6 Adjacencies/Comments Generator, separate access door to exterior (alarmed), tire storage, 2 police bikes, flammable cabinet with vent to exterior, hose reel and trench drain

- 19 **Storage**
 - 19.1 Describe Traffic Cones, Pamphlets, speed cart, public information materials
 - 19.2 Size 10'x12'
 - 19.3 Security Yes
 - 19.4 Adjacencies/Comments Shelves, can be anywhere it needs to be

- 20 **Armory**
 - 20.1 Describe Bookcase sized lockable closet as part of evidence
 - 20.2 Security Yes

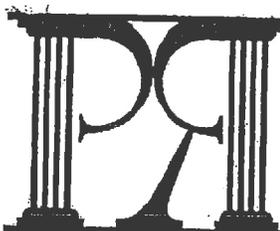
- 21 **Janitor**
 - 21.1 Size 6'x8'
 - 21.2 Adjacencies/Comments Shelves and storage, floor sink

- 22 **Mechanical, Electrical, Plumbing, HVAC, Sprinkler, Alarm, etc.**
 - 22.1 Generator Yes
 - 22.1.1 Generator fuel Diesel
 - 22.1.2 AC shutoff Yes
 - 22.2 Building to be sprinklered Yes
 - 22.3 Exterior hose bibs Yes
 - 22.4 Electrical
 - 22.5 Lighting requirements
 - 22.5.1 Sally Port Flourescent
 - 22.6 Site lighting Yes, from building
 - 22.7 Alarm system Yes Describe Smoke & heat

- 23 **Comments/Notes**
 - 23.1 General property storage for bikes, etc. Secure area, may or may not be attached, 10'x20'
 - 23.2 If vehicle impound fits on site then include fence. (6 cars)

**Bristol, VT Municipal
Space Analysis
5/23/07**

Program Item		Area 1st Floor	Area 2nd Floor	Area All Floors
	Building Spaces			
1	Entry	50	0	50
2	Lobby/Waiting/Front Counter	120	0	120
3	Coats - Part of Lobby	0	0	0
4	Meeting Room	700	0	700
	Subtotal - Building Spaces	870	0	870
	Municipal Departments			
5	Town Clerk/Treasurer/Storage	220	0	220
6	Lister	180	0	180
7	Building/Zoning	180	0	180
8	Vault - Existing	105	0	105
9	Records Storage	200	0	200
10	Town Administrator	180	0	180
11	Administrative Assistant	100	0	100
	Subtotal - Municipal Departments	1,165	0	1,165
	Support Areas			
12	Break Room	150	0	150
13	Conference Room	192	0	192
14	Public Restrooms	275	0	275
15	Janitor's Closet	48	0	48
16	Mechanical/Electrical	180	0	180
	Subtotal - Support Areas	845	0	845
	Miscellaneous			
	Circulation @ 15%	432	0	432
	Walls @ 10%	288	0	288
	Subtotal - Miscellaneous	720	0	720
	Totals >>	3,600	0	3,600



PACHECO ROSS ARCHITECTS, P.C.

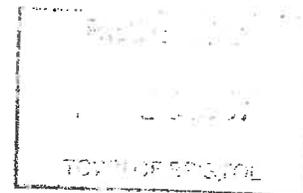
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DENNIS A. ROSS, AIA - CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VT, VA

Municipal Program

Project Name: Bristol, VT

Meeting Date: 1/19/07



A General Information

A1. Type of entity

A1.1. Town Yes

A1.2. Village Police Only

A2. Date/Timing of Municipal meeting Select Board 1st and 3rd Mondays

A3. Building Committee

A3.1. Bill Bryant Attendee Yes

A3.2. Kevin Gibbs Attendee Yes

B Functional Activities in Building

B1. Municipal Business Yes-Bills, Assessor, Lister, etc.

B2. Meetings Town meetings, public hearings, Select Board, rec club, planning/zoning, business council

B3. Social Yes

B4. Public Yes

B5. Access control/security None - existing police space has alarm, keypad

C Site

.C1. Size Unknown

.C2. Shape Unknown

.C3. Geotechnical report status None

.C4. Survey status None

.C5. Parking Spaces On street only-12-15

.C6. Slope 4'-5' front to rear

.C7. Existing structures Municipal Building

.C8. Existing vegetation N/A

.C9. Utilities at site

.C9.1. Water Yes size Unknown

.C9.2. Sanitary Sewer Yes size To leach field-20,000 gal capacity

- .C9.3. Storm Surface drainage to the river
- .C9.4. Electric Yes
- .C9.5. Cable Yes
- .C9.6. Gas No-underground oil tank

BUILDING SPACES

1 Public Entry Area

- 1.1 Air lock Yes
- 1.2 Bulletin board Yes, public information
- 1.3 Adjacencies/Comments Directly to lobby

2 Lobby/Waiting Area

- 2.1 Describe Public space
- 2.2 Size Small-2-3 people
- 2.3 Furnishings Chairs
- 2.4 Adjacencies/Comments Entry-payment counter area

3 Coat Racks

- 3.1 Number of coats As needed for main hall
- 3.2 Adjacencies/Comments Main Hall and Lobby

4 Meeting Room

- 4.1 Describe Numerous meetings-all sizes, all departments, public and municipal functions
- 4.2 Size existing up to 40-includes chairs for public and Select Board seating
- 4.3 Frequency of use very often
- 4.4 Furnishings seating in rows for the audience-table for Select Board
- 4.5 Electrical/Lighting overhead lights-existing
- 4.6 Sound TV camera for public meetings
- 4.7 Adjacencies/Comments public restrooms and ADA entry

5 Town Clerk/Treasurer

- 5.1 Describe Department Same person occupies both offices
 - 5.1.1 Size Should be 12'x 15' minimum
 - 5.1.2 Quantity One office-two desks, part time assistant-15 hrs/week
 - 5.1.3 Security Not office but files and computer

- 5.1.4 Furnishings desk, files, credenza
- 5.1.5 Equipment copier (central location), typical office appurtenances
 - 5.1.5.1 Computer Yes-two
- 5.1.6 Work Area Furnishings
 - 5.1.6.1 File Cabinets Yes
 - 5.1.6.2 Shelving Yes
 - 5.1.6.3 Flat Files No
- 5.1.7 Storage In or adjacent to office
- 5.1.8 Public Access None direct

5.2 Adjacencies/Comments **Back-up to Assitant at counter, needs to be close to front counter**

6 Lister

- 6.1 Describe Department **Maintains grand list-for taxes, land, etc.**
 - 6.1.1 Offices **One office-3 people, one professional with one tech person-two desks**
 - 6.1.1.1 Security **Yes-when no one there**
 - 6.1.1.2 Furnishings **Desk, credenza, files for records**
 - 6.1.1.3 Equipment **Computer**
 - 6.1.2 Work Area **Yes-small work table**
 - 6.1.3 Public Access **Yes**
- 6.2 Adjacencies/Comments **All property records-public corridor or entry**

7 Building/Zoning

- 7.1 Describe Department **Future Staff person-currently Town Administrator**
- 7.2 Offices **If possible**
- 7.3 Size **12'x15'**
- 7.4 Security **None**
- 7.5 Furnishings **Desk, credenza, plan table & plan storage**
- 7.6 Equipment **Computer**
- 7.7 Public Access **Yes**
- 7.8 Adjacencies/Comments **Public or Entry corridor**

8 Vault

- 8.1 Location **Existing**
- 8.2 Ventilation **Has moisture problem in summer**
- 8.3 Lighting **General and task at island**

- 8.4 Special records **Land and vital records-all public**
- 8.5 **Size increase 50%-100%**
- 8.6 **Adjacencies/Comments Clerk should be able to see vault for control-close as possible**

9 Records Storage

- 9.1 **Storage Accounting records, listers, clerk**
 - 9.1.1 **File Cabinets Yes**
 - 9.1.2 **Shelving Yes**
 - 9.1.3 **Flat Files Yes-plans, zoning**
- 9.2 **Adjacencies/Comments Ballot records, 3 yrs +/-, secure space,200 sq ft or more**

10 Town Administrator Office

- 10.1 **Describe Administration, Planning/zoning**
- 10.2 **Size 12'x15'**
- 10.3 **Security Yes-lock records, door**
- 10.4 **Furnishings Desk, credenza, 4 person table**
- 10.5 **Equipment Computer**
- 10.6 **Storage**
 - 10.6.1 **File Cabinets Select Board files, 4 cabinets**
 - 10.6.2 **Shelving Yes**
 - 10.6.3 **Flat Files No**
- 10.7 **Public Access Yes**
- 10.8 **Work Area Small-for planning/zoning functions**
- 10.9 **Adjacencies/Comments Conference Room-public access to zoning information, near all major depts. (Clerk, Lister, Treasurer)**

11 Administrative Assistant Office

- 11.1 **Describe Handles Public Counter - multi-function, receptionist, pay bills, register to vote, licenses, dispatcher for police**
- 11.2 **Equipment Computer**
- 11.3 **File Cabinets Yes**
- 11.4 **Shelving Yes**
- 11.5 **Public Access Yes**
- 11.6 **Work Area Yes-Behind counter**
- 11.7 **Adjacencies/Comments Entry, Lobby, Clerk, Town Administrator**

- 12 Break Room**
 - 12.1 Size 4-6 people
 - 12.2 Refrigerator **Yes**
 - 12.3 Sink **if possible**
 - 12.4 Dishwasher **No**
 - 12.5 Stove/Cooktop **Yes**
 - 12.6 Microwave Oven **Yes**
 - 12.7 Hood **No**
 - 12.8 Adjacencies/Comments **Not open to public, may need visual link to public counter**

- 13 Conference Room**
 - 13.1 Seating: **12**
 - 13.2 Public Use **Yes-controlled**
 - 13.3 AV, TV, Screen, Lectern, etc. **No**
 - 13.4 Computer/communications: **No**
 - 13.5 Size: **12'x16'**
 - 13.6 Adjacencies/comments: **Need by Town Administrator and each department**

- 14 Public Rest Rooms**
 - 14.1 Size: **Male & Female-need public access**
 - 14.2 Adjacencies/comments: **ADA-renovated, maintain as is. Look into total number of required fixtures**

- 15 Janitors Closet(s)**
 - 15.1 Size **6'x8'**
 - 15.2 Adjacencies/comments: **Slop sink, paper goods, mops & brooms**

- 16 Mechanical, Electrical, Plumbing, HVAC, Sprinkler, Alarm, etc.**
 - 16.1 Fuel type at site **Underground oil tank-would like indoor if possible**
 - 16.2 Heating type **Boiler to radiant perimeter**
 - 16.3 Sprinklered **No**
 - 16.4 Plumbing **Assume 1-1/2" service-Town Admin office**
 - 16.5 Electrical **200 amp service-Police Dept.**
 - 16.6 Site lighting **None-lights over entries**
 - 16.7 Generator **portable- powers only police area-fuel is gasoline, needs place to store properly**

16.8 Security Police only

16.9 Alarm System Needs smoke and heat throughout building

16.10 Electrical requirements sub panel for meeting room and 125 amp sub-panel in bell tower

16.11 Adjacencies/Comments

17 Comments/Notes

17.1

17.2

Bristol, VT Fire Department
Conceptual 2007 Construction Budget
5/23/07

	Area	Cost per Square Foot				Total Cost
		GCC	EC	MC	SC	
Lower Floor	12,369					
New Bay Space	6,434	\$ 90.00	\$ 12.00	\$ 12.00	\$ 2.50	\$ 749,541.20
New Non-Bay Space	5,935	\$ 140.00	\$ 20.00	\$ 20.00	\$ 3.00	\$ 1,086,180.03
Upper Floor	1,056					
New Non-Bay Space	-	\$ 140.00	\$ 20.00	\$ 20.00	\$ 3.00	\$ -
Mezzanine	1,056	\$ 40.00	\$ 6.00	\$ 1.00	\$ 2.50	\$ 52,272.00
				Number Plumbing Fixtures	Cost/Fixture	
Total Area	13,425	Plumbing Cost		35	\$ 3,000.00	\$ 105,000.00
					Demolition	\$ -
					Sitework	\$ 200,000.00
					Subtotal	\$ 2,192,993.23
					Design Contingency @ 10%	\$ 219,299.32
					TOTAL	\$ 2,412,292.55

		Cost/sqft
GCC	\$ 1,452,242.10	\$ 108.17
EC	\$ 202,250.16	\$ 15.06
MC	\$ 196,970.16	\$ 14.67
PC	\$ 105,000.00	\$ 7.82
SC	\$ 36,530.81	\$ 2.72
Total w/o sitework	\$ 1,992,993.23	\$ 148.45
Sitework	\$ 200,000.00	\$ 14.90
Total w/ sitework	\$ 2,192,993.23	\$ 163.35
Demolition	\$ -	
Design Contingency	\$ 219,299.32	\$ 16.33
Cost/sq ft w/ contingency		\$ 179.68
TOTAL	\$ 2,412,292.55	\$ 179.68

LEGEND

GCC	General Construction Contr.
EC	Electrical Contractor
MC	Mechanical Contractor
PC	Plumbing Contractor
SC	Sprinkler Contractor

Bristol, VT Police Department Conceptual 2007 Construction Budget

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	Area	Cost per Square Foot				Total Cost
		GCC	EC	MC	SC	
All Floors	5,294					
Second Floor	-	\$ 145.00	\$ 25.00	\$ 25.00	\$ 3.00	\$ -
First Floor	5,294	\$ 145.00	\$ 25.00	\$ 25.00	\$ 3.00	\$ 1,048,162.50
				Number Plumbing Fixtures	Cost/Fixture	
Total Area	5,294	Plumbing Cost		26	\$ 3,500.00	\$ 91,000.00
					Demolition	\$ -
					Sitework	\$ 150,000.00
					Cost w/o Contingency	\$ 1,289,162.50
					Design Contingency @ 15%	\$ 193,374.38
					TOTAL	\$ 1,482,536.88

		Cost/sqft
GCC	\$ 767,593.75	\$ 145.00
EC	\$ 132,343.75	\$ 25.00
MC	\$ 132,343.75	\$ 25.00
PC	\$ 91,000.00	\$ 17.19
SC	\$ 15,881.25	\$ 3.00
Total w/o sitework	\$ 1,139,162.50	\$ 215.19
Sitework	\$ 150,000.00	\$ 28.34
Total w/ sitework	\$ 1,289,162.50	\$ 243.53
Demolition	\$ -	\$ -
Design Contingency	\$ 193,374.38	\$ 36.53
Cost/sq ft w/ contingency		\$ 280.05
TOTAL	\$ 1,482,536.88	\$ 280.05

LEGEND

- GCC General Construction Contr.
- EC Electrical Contractor
- MC Mechanical Contractor
- PC Plumbing Contractor
- SC Sprinkler Contractor

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Bristol, VT Municipal Conceptual 2007 Construction Budget

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	Area	Cost per Square Foot				Total Cost
		GCC	EC	MC	SC	
All Floors	3,600					
Second Floor	-	\$ 40.00	\$ 20.00	\$ 20.00	\$ -	\$ -
First Floor	3,600	\$ 40.00	\$ 20.00	\$ 20.00	\$ -	\$ 288,000.00
				Number Plumbing Fixtures	Cost/Fixture	
Total Area	3,600	Plumbing Cost		10	\$ 3,500.00	\$ 35,000.00
				Selective Demolition		\$ 50,000.00
					Sitework	\$ 15,000.00
					Cost w/o Contingency	\$ 388,000.00
					Design Contingency @ 25%	\$ 97,000.00
					TOTAL	\$ 485,000.00

		Cost/sqft
GCC	\$ 144,000.00	\$ 40.00
EC	\$ 72,000.00	\$ 20.00
MC	\$ 72,000.00	\$ 20.00
PC	\$ 35,000.00	\$ 9.72
SC	\$ -	\$ -
Total w/o sitework	\$ 323,000.00	\$ 89.72
Sitework	\$ 15,000.00	\$ 4.17
Total w/ sitework	\$ 338,000.00	\$ 93.89
Demolition	\$ 50,000.00	\$ 13.89
Design Contingency	\$ 97,000.00	\$ 26.94
Cost/sq ft w/ contingency		\$ 134.72
TOTAL	\$ 485,000.00	\$ 134.72

LEGEND

GCC	General Construction Contr.
EC	Electrical Contractor
MC	Mechanical Contractor
PC	Plumbing Contractor
SC	Sprinkler Contractor

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