



CITY OF GREENFIELD
Purchasing Department

CONTRACT 17-15

**Request for Proposals for
City of Greenfield
Public Safety Complex**

May 2017

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ADVERTISEMENT FOR BIDDERS
CITYOF GREENFIELD
14 Court Square
Greenfield, MA 01301

The City of Greenfield through its Purchasing Department is seeking proposals from qualified, responsive and responsible firms (Developer) to plan, build and own a new Public Safety Complex within the downtown area of the City and to enter into a long-term lease agreement with the City. The complex is to include faculties for the Greenfield Police Department, the Greenfield Fire Department, and Emergency Dispatch. In addition, the complex will include space for Greenfield Community Energy and Technology (GCET).

The City wishes to develop the Public Safety Complex within the Central Commercial District specifically on the west end of Main Street which has been identified as a blighted urban neighborhood. The preferred location would be between Chapman Street to the east, Colrain Street on the west, and on or within one-eighth of a mile of either side of Main Street.

The City has obtained the services of the architectural firm of Pacheco Ross to determine the space needs and develop schematic design for the Police, Fire, and Dispatch Departments. Copies of the information will be within the bidding documents.

Plans and Specifications will be available as of 10:00 a.m. Friday, May 5, 2017.

Sealed Proposals addressed to the Purchasing Department, 14 Court Square, Greenfield, Massachusetts and endorsed "Proposal for Contract 17-15 Public Safety Complex." will be accepted in the Mayor's Office on the second floor of the City Hall until 2:00 p.m. on Wednesday, July 12, 2017.

A Selection Committee will review all proposals and recommend finalists. The City reserves the right to reject any and all proposals in whole or in part for any reason and to waive any minor informality within proposals of this document.

Attention is called to the following:

- A. Construction bids for this project are subject to the provisions of the Massachusetts General Laws Chapter 149 as amended.
- B. Construction wages are subject to Massachusetts minimum wage rates as per M.G.L. Chapter 149, Section 26 to 27H inclusive.
- C. All pertinent regulations ordinances and statutes of the City of Greenfield and the State of Massachusetts will be rigidly enforced.

The City of Greenfield reserves the right to reject any or all bids or to waive any informality in the bidding.

I. PURPOSE AND INTRODUCTION

A. Purpose

The City of Greenfield (“City”), located in Franklin County, Massachusetts, is soliciting formal proposals from qualified, responsive and responsible firms (“Developer”) to plan, design, build and own a new Public Safety Complex within the City of Greenfield limits and enter into a long term lease agreement with the City. The facility will accommodate the City’s police department, fire department, and emergency dispatch department. In addition, Greenfield Community Energy and Technology (“GCET”) will have its offices in the building. The City requires the facility to accommodate potential for future expansion.

The attached Request for Proposal (RFP) provides a preliminary program analysis of the departments identified, and establishes a preferred area of consideration within the city limits that meets the response time requirements of the fire department. The Developer will have the flexibility to select its own site that meets the intent of the proposal and is proven to accommodate all elements of the project provided it sits in the Central Commercial District bordered by Chapman Street to the east, Colrain Street to the west and on or within 1/8 mile of either side of Main Street. The City is seeking solutions that will meet objectives based on creative ideas from the successful Developer.

As part of its proposal, developers are requested to submit a conceptual site/ floor plan based on the accompanying program information provided in the RFP. The City will select a successful Developer based on past experience, financial capacity and the merits of the proposal that best meets the City’s objectives. The City encourages the Developer to consider “green” approaches to the project that may include energy saving methods and systems, sustainability, durable and local material selection, innovative construction methods, walk able community approaches and neighbor revitalization. The City does not require LEED certification, but encourages developers to follow the LEED Silver scoring criteria and develop a very energy efficient building utilizing the stretch code requirements.

B. Team

The City requires the Developer to submit qualifications of its team for this project. The Team should include, but not be limited to, the Contractor or Construction Manager, Design Architect and/or specialized Consultants, and any other major team members. Due to the nature of all departments (except probation and courts) being classified as

International Building Code (IBC) “Essential Services Facility”, this facility must meet the code criteria for design and construction of such facilities, which may exceed the requirements of typical commercial projects. Therefore, the City requires Developers to include on their team, consultants well-versed and with experience in these specific projects

C. Introduction

The City intends to relocate the police and fire departments to a new location that will accommodate the spatial and program demands placed upon the departments while providing for possible flexibility and expansion. In an effort to consolidate services and improve operational efficiency, GCET will be included in plans for the new public safety complex.

D. Incentive Programs

The City will provide technical assistance to Developer interested in pursuing available incentive programs including but not limited to New Market Tax Credits.

E. Existing Building Potential Options

The City will offer the existing police station building and site located at 321 High Street as an optional feature of the RFP in the event the Developer expresses an interest and terms agreeable to both parties can be achieved. Although this is not a mandatory requirement, the City would request that potential Developers consider the option that could benefit the Developer and enhance the City’s efforts to foster commercial opportunities.

II. PROJECT DESCRIPTION

A. Introduction

The City anticipates working with a Developer in the planning and design of a new Developer-Owned facility located within the City of Greenfield that will accommodate numerous city and county agencies.

The anticipated facility will be located on a site large enough to accommodate a 3-4 story building of approximately 50,000 S.F., required parking, site circulation and access, and any site amenities that may be required.

Additionally, for Developer's convenience Exhibit 'A' Site Boundary Map has been included as part of this RFP. The preferred site boundaries defined by the map are based upon the following considerations:

- Fire Department response times to its extreme outlying coverage area.
- Physical and environmental barriers that have the potential to hinder fire department effort to respond to an emergency
- As "Essential Service" entities, the police and fire departments shall not be located in designated FEMA flood zones. The maps can be viewed at <https://msc.fema.gov/portal>. The Developer is required to confirm all considered site selections with the appropriate authorities prior to offering any site to the City for consideration.

The project shall be designed to accommodate multiple city agencies including:

- Fire Department, approximately 24,500 S.F.
- Police Department approximately 18,000 S.F.
- Emergency Dispatch approximately 2,000 S.F.
- Emergency Management, EOC approximately 1,500 S.F.
- Greenfield Community Energy and Technology: approximately 4,000 S.F.

It is the intent of the RFP that the developer will build and maintain ownership of the facility and enter into a long-term lease agreement with the city, ranging from 20- 30 years, with terms agreeable to both parties. The City reserves the right to reject any proposal if it is deemed to be in the best interest of the City.

B. Design and Construction Partners

The Developer will enter into contracts with qualified design professionals, construction contractors, or other related professionals to design, develop, construct, and oversee the "Project" to ensure the quality of work is consistent with the Developer's proposal, and to assure timely delivery for occupancy. The Developer will partner with design professionals that can demonstrate documented past experience in the design of specialized occupancies such as fire, police, emergency dispatch, and emergency operations. These design and construction partners will be required to be identified prior to the City's acceptance of a preferred Developer.

C. Miscellaneous Conditions

It is the intent of the City to waive building permit fees. This will not apply to other local, state, federal or other applicable permit fees.

The City will consider eminent domain options for the project.

The Developer will be responsible for all applicable taxes in relationship to the planning, design and construction of the project.

The City will assist the selected Developer with any new market tax credit grants as requested by the Developer.

III. DESIGN CRITERIA

A. General Building Design Criteria

1. Project will be designed and constructed in accordance with the latest edition of the Massachusetts State Building Construction (8th Edition currently), Stretch Energy Code and most current state and local Fire Codes.
2. Project will be designed to meet ADA regulations and standards as defined in the 2010 ADA Standards for Accessible Design.
3. Project will adhere to all local zoning, state and federal OSHA regulations.
4. Entire facility shall be fully sprinklered per latest NFPA 13 standards.
5. Entire facility shall be equipped with a camera surveillance security system monitoring the building perimeter, internal circulation paths, lobbies and specialized locations required by individual departments. Staff access shall be controlled by card or key fob access.
6. Entire facility will be equipped with a full coverage public announcement system.
7. Facility will be provided with an emergency generator (s) with capacity to operate at full service.

8. Requirements for gender equity, police and fire lockers, bunking and unique living should be included.
9. Spaces such as lobbies, restrooms, meeting spaces, administrative space, fitness, mechanical, storage, driveways, parking, etc. may be shared to maximize economy of space.
10. The City of Greenfield follows the Stretch Energy Code of the Commonwealth and accordingly all plans must allow for that. The City does not require LEED certification, but encourages developers to follow the LEED Silver scoring criteria.
11. Building can be 3-4 stories but Developer must be cognizant of downtown restrictions for height promulgated under the Zoning Ordinance of the City of Greenfield.

B. Fire Department

1. General Design Criteria

- a. Total Area: Approximately 24,500 square feet including apparatus floor, personnel bunking, administration and public access
- b. Additional regulatory design criteria: NFPA 1710 and 1581

C. Police Department

1. General Design Criteria

- a. Total Area: Approximately 18,000 square feet including sally port, evidence storage, prisoner processing and detention, special reaction team, and administrative spaces.
- b. Additional regulatory design criteria as required under the International Association of Police Chiefs (IACP).

D. Emergency Dispatch

1. General Design Criteria

- a. Total Area: Approximately 2,000 square feet including operations consoles, administrative space, restrooms, and equipment room.

E. Emergency Operations Center

1. General Design Criteria

- a. Total Area: Approximately 1,500 square feet including Incident Response Command Floor

IV. GENERAL MECHANICAL, ELECTRICAL, SECURITY AND INFORMATION TECHNOLOGY DESIGN CRITERIA

A. HVAC

The building's HVAC systems shall conform to all applicable codes and regulations. The Developer shall anticipate that there will be multiple HVAC systems associated with the building due the specific demands of the individual departments. Each department shall have separate, dedicated HVAC systems as dictated by each department. The systems within each department shall be zoned and controlled to a level as dictated by the department's needs. Data closets thorough out the building shall have specialized, remote cooling and heating systems as required by the individual departments.

The entire building shall utilize mechanical equipped and systems that meet or exceed the minimum requirements of the Stretch Energy Code. The Developer is encouraged to recommend enhanced energy systems with a goal of exceeding the minimum design criteria by 25% percent.

B. Plumbing

The building's plumbing systems shall conform to all applicable codes and regulations. Although plumbing supply and sanitary may be centralized, domestic hot water demands shall be dedicated to the individual departments. All fixtures shall be water conservation type with flush valve type water closets, ultra-low flow urinals and sensor controlled faucets. Plumbing equipment; such as, water heaters shall be high efficiency type.

C. Electrical

The building's exterior and interior electrical systems shall conform to all applicable codes and regulations.

All exterior building mounted and pole mounted lighting shall be LED and provided as approved through the city planning board review process and shall be controlled by an approved timer or day/ night sensor system.

The electric service shall be coordinated with the local utility provider. For redundancy, emergency generators will be provided individually for the fire department, police department, dispatch and EOC, sized to provide full operating capacity to each department.

Power serving each department will be from individual sub panel electrical rooms within each department fed from the main switch gear room.

Lighting provided in premium spaces such as public lobbies, training and conference rooms shall be a combination of general lighting, pendant and chandelier style lighting, and accent lighting that is generally anticipated in high level public spaces.

All lighting shall be high efficiency fluorescent or LED type fixtures with a preference to LED type fixtures wherever possible. Lighting systems shall be controlled per the Massachusetts Stretch Energy Code with a combination of manual switches, multiple levels of light, and occupancy sensors.

Lighting with-in a high concentration of computer area, such as dispatch space shall have dimming and individual control capability.

The Developer shall provide a comprehensive building fire alarm and mass notification systems as required by applicable codes and regulations and as required by individual department design requirements.

D. Security

The Developer shall provide a camera surveillance system and entry control system that:

1. Monitors the exterior building perimeter and site parking areas, interior public spaces and circulation, and as required by individual departments. System shall have recording and storage of surveillance information as required by individual departments.

2. Provide a Common Access Card (CAC) or Key Fob system entry system that controls access to staff and other dedicated personnel as allowed for by the individual departments.

E. Information Technology and Telecommunication

The Developer shall provide Main Telecommunication Rooms in the police department and dispatch areas sized in accordance with departmental needs for areas served. Additional telecommunication rooms shall be distribute throughout the building as required.

The Developer shall provide a Category 6 structural cabling system from the main telecommunication rooms to the desktop. The Category 6 cabling shall not exceed 290 feet per TIA standards. All components shall be Category 6 and be end to end solution with a 25 year certified warranty.

Communication systems engineering and design shall be performed and certified by a BICSI Registered Communications Distribution Designer (RCDD).

The building telecommunications cabling system shall consist of but not be limited to cable jacks, terminal blocks, backboards, patch panels for voice and data networks an equipment racks.

Telecommunication grounding and bonding systems shall be provided per TIA-607B, Generic Telecommunications Bonding and Grounding for customer premises.

The telecommunication system shall be labeled in accordance with TIA- 608B, Administration Standards for Telecommunication Infrastructure.

IV. PROJECT CONTINGENCIES

Understanding that at this stage of the project it is impractical to identify and quantify all the miscellaneous building components costs that will eventually become part of the project. In an effort to anticipate these costs the Developer is requested to itemize contingency allowance amounts in their proposal and identify the building components

anticipated to be included. Some of the anticipated building components may include among others:

1. Lockers and display casework
2. Shelving and built in casework
3. Storage units including gun lockers
4. Signage
5. Carport and wash bay mechanical infrastructure

V. SUBMISSION REQUIREMENTS

Developers are requested to include the following in their submissions and enumerated as outlined below:

A. Corporate and Project Team Information

Developers will provide corporate information including company name, legal status, address, corporate structure, names of officers with personal resumes, in addition to identifying consultant team members including architects, engineers, construction managers, and other project team members. Inclusion of a qualified emergency response design consultants is required.

B. Experience

Developer is requested to provide a list of projects performed over the past ten years similar in scope and size with the proposed project including a description of the project, financial arrangement related to the project, post occupancy operation involvement, names and contact information of architectural and construction partners associated with the project. Past project information should also include:

- Project name and location

- Project costs
- Year of completion
- Project size
- Construction and Post- Construction ownership structure
- Method of financing and name(s) of financial sources

C. Portfolio

Developer is requested to provide a description of its real estate portfolio identifying its current real estate holdings and other real estate arrangements.

D. Financial Capacity

Developers are requested to provide evidence of financial capacity to execute the project in timely manner in submitting financial statements of the Developer in addition to identifying the financial partners the Developer intends to work with along with written authorization to contact the Developer's financial partners.

All financial information will be held in the strictest confidence.

E. Project Proposal

As part the proposal submission the Developer shall provide the following pertinent information:

Conceptual Project Design

- Conceptual site plan indicating site location, adjacent streets, and building footprint.
- Conceptual floor plan.

Site

- Proposed location(s) and method and approximate timeframe to acquire.

Materials, systems, infrastructure and pertinent design features

- Include a detailed description of the developer provided basic materials, finishes,

structural system, MEP, hookups to FFE and specialized equipment, plumbing, security, communications, IT, data and other systems required for this facility to operate properly.

Approvals

- List of approvals required for your proposed site. How you would approach, negotiate and a timeframe to acquire necessary regulatory approvals.

Contingencies

- Provide a list of anticipated contingency items and proposed allowance amounts.

Existing Building

- Describe your approach to using the existing police facility if you so choose. Will it be a purchase, “like in kind land trade” deed transfer to lower the lease rate or any other financial structure that can be negotiated with the City? Include a timeframe for development. The police MUST remain until they can be moved into the new facility.

Project Management Plan

- Provide; in narrative form, the proposed project approach addressing responsibilities of all project members and anticipated expectations required of the City. Provide a preliminary Gantt chart schedule with proposed mile stones and major task with durations and anticipated resources.

Financial Plan

- Outline the anticipated construction costs; name the proposed funding source(s), operating costs, and loan payment plan.

Post- Occupancy Facility Management Plan

- Developer shall indicate the proposed facilities management approach addressing maintenance after occupancy. Developer may include as part of its current facility maintenance plan for its current holdings.

Proposal Letter

- Proposal letter shall include at a minimum the following:

- Offering proposed lease and buyout terms,
- Expression of interest in the existing building mentioned in the RFP (if any)
- Agreement to the terms of the RFP including Indemnification and Insurance Requirements.
- Any exceptions to the RFP terms
- Signed Certificate of Non-Collusion
- Signed Certificate of “Tax Compliance”
- Signed Conflict of Interest Statement
- Signed Disclosure of beneficial Interest

Indemnification and Insurances

- The Developer and its design and construction partners will be required to obtain and maintain property, liability and other insurances related to the Project at limits acceptable to the City.
- Additionally, the Developer and its Project partners will agree to indemnify and hold harmless the City and its agents from all damages and/or injury arising out of any claim associated with the Project due to the omissions negligent actions of the developer and/or its partners.

VII. EVALUATION AND SELECTION CRITERIA

Submission Requirements

Proposal Submission must contain the all the information outlined in the RFP and outlined as enumerated in the RFP. Proposals shall be submitted in 8 ½” x 11” format as appropriate with the exception of drawings and schedules that may be submitted in a format that is most appropriate.

Developers are requested to submit four sets of the proposal; in addition, to 1 electronic copy by 2:00 PM, Wednesday, July 12, 2017.

Submissions shall be submitted in a plain envelope labeled “City of Greenfield Public Safety Complex Proposal” with the firm’s name and address. Submissions should be mailed or delivered to:

Mayor’s Office
City of Greenfield
14 Court Square
Greenfield, MA 01301

Developer proposals shall remain valid for 120 days from the date submitted and may be extended only as agreed by between the City and the Developer.

The Developer is responsible for all costs associated with preparation and submission of their proposals and all subsequent meeting and additional submission efforts.

RFP submissions will be evaluated based upon the following scoring criteria:

1. Conceptual design and site location- 20 points
2. Proposed lease agreement and payment terms- 20 points
3. Prior experience – 15 points
4. Financial capacity- 15 points
5. Innovative approach to the project-10 points
6. Proposed project team including consultants (presented as an organizational chart) - 10points
7. Project schedule- 5 points
8. Project and Post- Occupancy management approach- 5 points

It is the City’s intention to shortlist the top 2-3 submissions for further evaluation. The short listed group should anticipate more detailed discussion of their proposals that may include but not limited to a presentation to the City, increased level of building and site design features, qualifications of team members, detailed analysis of financial aspects and proposed lease arrangements of the RFP.

Upon selection of a preferred Developer, the City will enter into negotiations to complete an agreement and finalize terms. The terms of the agreement; including proposed project team members, shall not deviate from this proposal submission without the expressed

written approval of the City and in the event that terms cannot be achieved, the City reserves the right to terminate negotiations with the Developer and reopen negotiations with the next preferred Developer.

In submitting and signing a proposal the Developer understands and accepts the conditions of the proposal unless the Developer identifies exceptions in its proposal at the time of submission.

The City reserves the right to require additional terms and conditions as it deems appropriate and reserves the right to reject all proposal in full or in part. The Developer will bear all costs associated with the development and submission of its proposal.

Financial Considerations

The responsibility of securing construction and mortgage financing shall be with the Developer and its financial partners.

VIII. RFP SCHEDULE, QUESTIONS, AND SUBMISSION REQUIREMENTS

Schedule

Request for Proposal (RFP) Issued:	May 3, 2017
Pre- Proposal Meeting:	May 17, 2017
Last Day for Inquiries	June 30, 2017
Submission Deadline	July 12, 2017

Questions

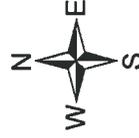
All questions and clarification request shall be submitted electronically to M. L. Kelly at purchasing1@greenfield-ma.gov . Deadline for all requests will be 2:00 PM, July 12, 2017 and requests received after this time will not be addressed. The City reserves the right to distribute request and responses to all participating Developers.



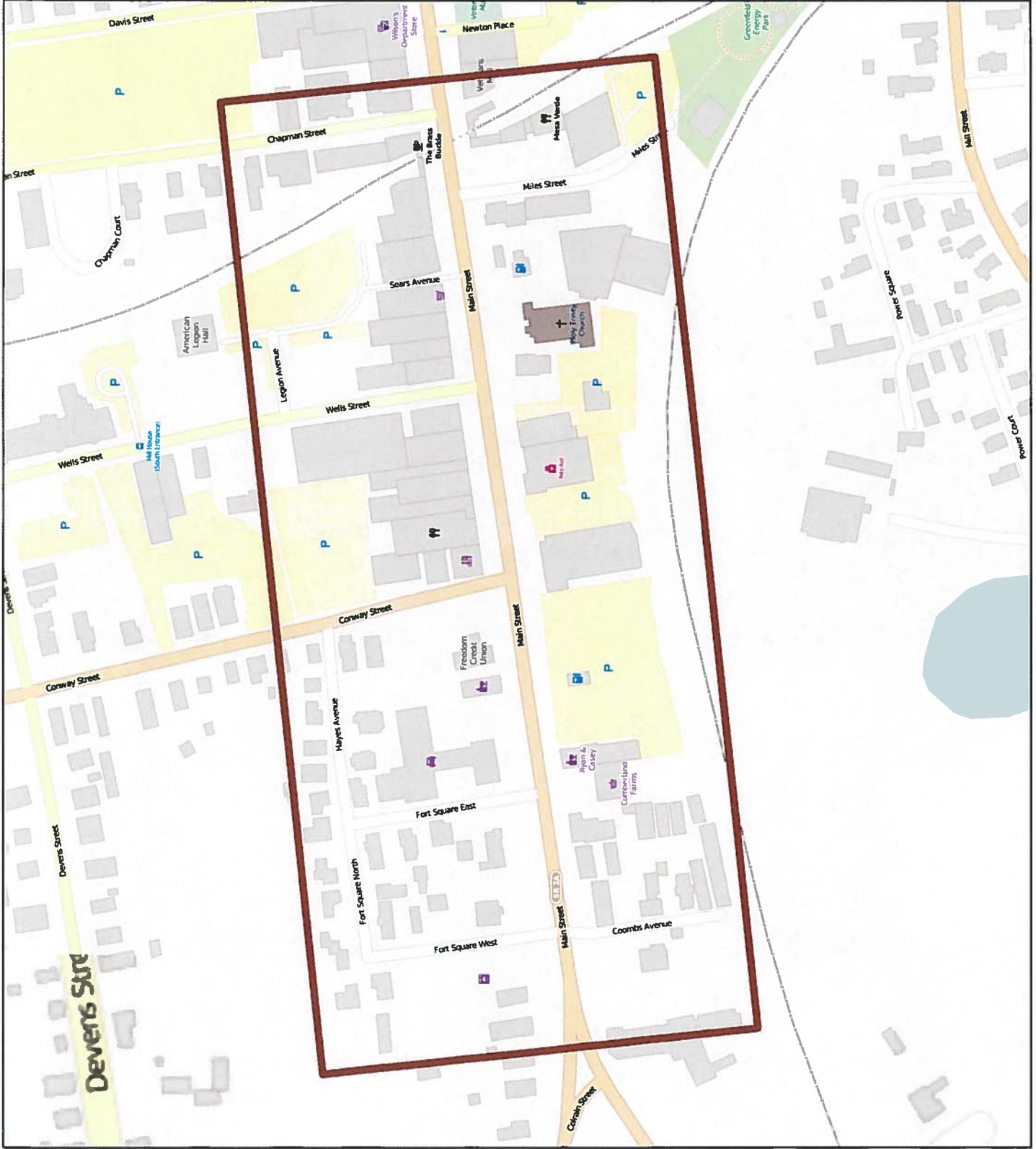
Town of Greenfield Massachusetts

Potential Public Safety Location

Main Street



Prepared by: Samuel Urteel
Dept. of Public Works, Engineering
Data Sources: Town of Greenfield & MassGIS
May 3, 2017



Town of Greenfield, MA Fire Department
Space Analysis 9/27/12
Second Meeting 10/12/12
Revisions Bold Italics

Program Item		1st Floor Area	2nd Floor Area	Area All Floors	Cost Categor	1 Basic Space	2 Standard Space	3 Premium Space
Apparatus/Training								
1.1	5 - Double-Deep (4-fold doors)	7,520		7,520	1	7520		
1.5	Maintenance Bay	1,320		1,320	1	1320		
D.1	Training/Hose Tower	200	200	400	1	400		
Subtotal - Apparatus		9,040	200	9,240				
Firematic Support								
1.9	Mezzanine 16 x 80		1280	1,280	1	1280		
2	Hose Storage Alcoves	128		128	1	128		
3	Storage Room #2	180		180	1	180		
4	Storage Room #3	144		144	1	144		
5	Work Room	100		100	1	100		
6	Firematic DeCon Laundry	270		270	2		270	
7	EMS Storage	100		100	1	100		
8	Air Room (SCBA & Oxygen)	225		225	2		225	
9	Turnout Gear Room for 70 Lockers	550		550	1	550		
10	Radio/Meter Room	120		120	2		120	
11	Watch Room	120		120	2		120	
12	Unisex Rest Room for Bays	56		56	2		56	
Subtotal - Firematic Support		1,993	1,280	3,273				
Firefighters/EMT's								
13	Firefighter/EMS Day Room	350		350	2		350	
14	Kitchen	250		250	3			250
15	Dining	250		250	2		250	
16	Exercise - <i>Shared with Police</i>	700		700	2		700	
17	Private Entry with Stair	180	180	360	2		360	
Subtotal - Firefighters/EMT's		1,730	180	1,910				
Bunking								
18	6 Doubles - Private Suite	650		650	2		650	
19	Lockers (Widened Corridor to Accommodate)	560		560	2		560	
20	4 Individual Baths	285		285	2		285	
21	Library/Study	120		120	2		120	
22	Housekeeping Storage	48		48	2		48	
Subtotal Bunking		1,663	0	1,663				
Administration								
23	Training Room - Shared with Police - <i>In Police Program</i>		0	0	2			0
24	Training Room Storage - <i>In Police Program</i>		0	0	2			0
25	Office #1 Chief w/ Closet		220	220	2		220	
26	Office #2 Captains/Lieutenants		280	280	2		280	
27	Shared Conference		150	150	2		150	
28	Office #3 Deputy Chief w/ Closet		180	180	2		180	
28A	Executive Assistant		180	180	2		180	
29	Office #4 Public Safety Commissioner		100	100	2		100	
30	EMS Office		120	120	2		120	
31	Fire Investigation Office		100	100	2		100	
32	Fire Prevention Office		180	180	2		180	
33	Work Space		100	100	2		100	
34	Records Storage		80	80	2		80	
35	Network/IT - Fire & Police - <i>In Police Program</i>		0	0	2		0	
36	Two Administration Rest Rooms - 1 w/ Shower		145	145	3			145
Subtotal - Administration		0	1,835	1,835				
Public Spaces								
38	Mechanical/Electrical - Entire Facility	600		600	3			600
41	Public Entry/Stair/Elevator/Lobby/Hand Pumper	625	400	1,025	2		1025	
42	Coat Area		80	80	2		80	
43	Community Room		800	800	2		800	
44	Community Room Storage		100	100	2		100	
45	Public Rest Rooms		160	160	3			160
46	Emergency Power	80		80	2		80	
Subtotal - Public Spaces		1,305	1,540	2,845				
Miscellaneous								
	Circulation - 8% 1st Flr & 15% 2nd Flr	535	755	1,291	2		1291	
	Walls @ 10%	1,627	504	2,130	1	2130		
Subtotal - Miscellaneous		2,162	1,259	3,421		13,852	9,180	1,155

Totals >> **17,893** **6,294** **24,187**

TOWN OF GREENFIELD
POLICE DEPARTMENT SPACE ANALYSIS

	BASIC SPACE	STANDARD SPACE	PREMIUM SPACE
PUBLIC			
Interview Room		100	
Licensing Room		100	
Sub-Total			200 s.f.
RECORDS			
Records Office		240	
Records Archive	300		
Central Photocopy		60	
Supply Storage		25	
Sub-Total			625 s.f.
TRAINING - Shared with FD			
Training Room		800	
Supply Storage		100	
Furniture Storage		100	
Unisex Restroom			65
Sub-Total			1065 s.f.
PATROL FACILITIES			
Shift Commander Office		400	
Report Preparation		180	
Roll Call/Squad Room		280	
Patrol Equipment/Jump Room		170	
Weapons Cleaning		50	
Armory		65	
Sub-Total			1145 s.f.
INVESTIGATIVE			
Detective Squad Room		480	
Interview Room		100	
"Soft" Interview Room		110	
Video Observation		60	
Computer Crime/Media Room		145	
Supply Equipment Room		80	
Lieutenants' Office		150	
Sub-Total			1125 s.f.
DEPARTMENT ADMINISTRATION			
Clerk's Office		120	
Finance Clerk's Office		120	
Administrative Asst Office		120	
File Room		60	
Deputy Chief's office		150	

Administrative Lieutenant	150		
Patrol Lieutenant	150		
Spare Office	150		
Chief's Office	180		
Restroom		65	
Conference Room	280		
	Sub-Total		1545 s.f.

TECHNICAL SERVICES

IT Storage	30		
	Sub-Total		30 s.f.

STAFF FACILITIES

Male Restroom/Shower		265	
Male Locker Room	820		
Female Restroom/Shower		210	
Female Locker Room	180		
Break Room		180	
Fitness Ctr (Shared with FD)			
Union Office	65		
Mail Area	15		
	Sub-Total		1735 s.f.

PROPERTY & EVIDENCE

Evidence Laboratory	160		
Evidence Receiving	80		
Evidence Storage	600		
Drug Storage	80		
Weapons Storage	40		
Bulk Found Property Room	500		
	Sub-Total		1560 s.f.

PRISONER PROCESSING

Sally Port	900		
Cruiser Supply	50		
Processing Area	50		
Intoxilyzer Area	65		
Prisoner Restroom	65		
Custodial Closet	20		
Interview Room	100		
	Sub-Total		1445 s.f.

DETENTION FACILITIES

Adult Male Cells	560		
Adult female Cells	140		
Unisex Juvenile Cells	140		
			840 s.f.

SRT FACILITIES

Briefing Room		200	
SRT Armory	60		
	Sub-Total		260 s.f.

BUILDING SERVICES

Custodial Closets		25	
Facility Maintenance Storage		100	
Boiler Room		TBD	
Air Handling Equipment Room		TBD	
Electrical Room		TBD	
Generator Room		TBD	
Tel/Data Head End Room		TBD	
Tel/Data Distribution Closets		TBD	
	Sub-Total		125 s.f.

DISPATCH CENTER

Dispatch Center		720	
Supervisor's Office		140	
Break Room (Shared with EOC)			240
Male Restroom			170
Female Restroom			170
Communications Equipment Room	200		
	Sub-Total		1640 s.f.

Town of Greenfield, MA EOC
Space Analysis 10/4/12
Second Meeting 10/12/12
Revisions Bold Italics

Program Item	1st Floor Area	2nd Floor Area	Area All Floors	Cost Category	1 Basic Space	2 Standard Space	3 Premium Space
Emergency Operations Centre (EOC)							
1	Incident Response Command Floor	850	850	3			850
2	Executive Session/Special Operations	330	330	2		330	
3	EOC Break Room/Kitchenette - <i>Shared w/ PSAP in its Program</i>	0	0	3			0
4	Lockers/Coats	80	80	2		80	
5	HAM Radio: Closet, Use/Connection in Deputy Chief Office	80	80	2		80	
6	EOC Office	120	120	2		120	
7	Rest Rooms - M & F - Shared with PSAP in its Program	0	0	3			0
8	Storage Room	100	100	2		100	
9	Red Cross Storage (Shared Storage Elsewhere in Facility)	0	0	-			
10	Secure Equipment	100	100	2		100	
11	Mechanical/Electrical (Part of Fire Program)	0	0	-			
12	Press Room (Shared Training)	0	0	-			
	Subtotal - EOC	0	1,660	1,660			
Public Safety Communications Centre (PSCC)							
	Part of Police Program	0	0	-			
IT Department							
	Part of Fire and Police Programs	0	0	-			
Public and Miscellaneous							
	Part of Fire and Police Program	0	0	-			
	Subtotal - PSCC/IT/Public	0	0	0			
Miscellaneous							
	Circulation @ 12%	0	199	199		199	
	Walls @ 10%	0	166	166	1	166	
	Subtotal - Miscellaneous	0	365	365			
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CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of individual submitting bid or proposal

Name of Business

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, am in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of individual submitting bid or proposal

Name of business

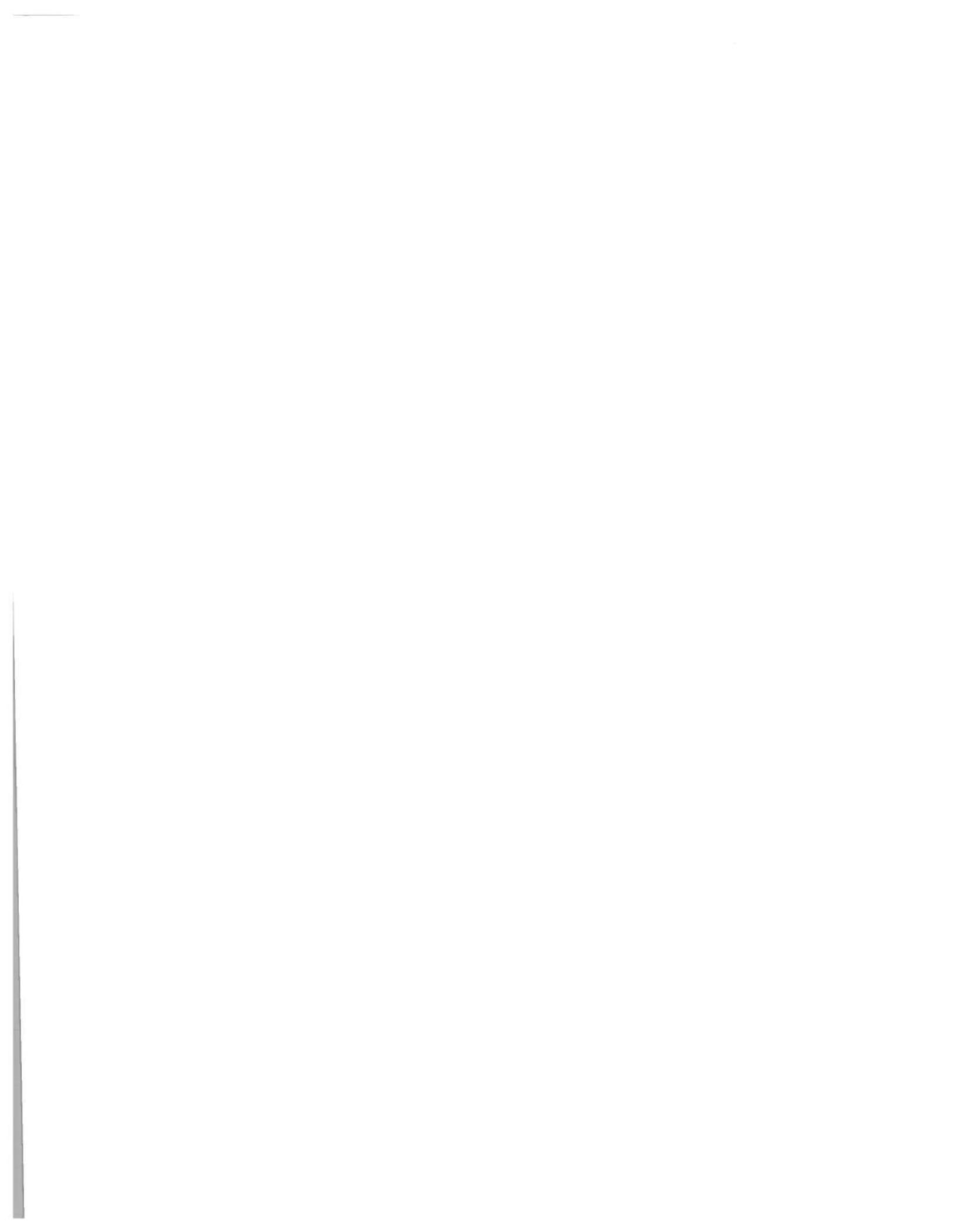


Conflict of Interest Statement

Any contractor doing business with the Town of Greenfield must stipulate as to the applicability of the Massachusetts Conflict of Interest Law (MGL Ch. 268A). The Contractor acknowledges that he has investigated the law's applicability to the performance of the contract; and by signing below the Contractor certifies to the Town that neither it nor its agents, employees, or subcontractors are in violation of MGL. Ch. 268A.

Signature

Title



Disclosure of Beneficial Interests in Real Property Transaction

RFP 17-15 Public Safety Complex

This form contains a disclosure of the names and addresses of all persons with a direct or indirect beneficial interest in the real estate transaction described below. This form must be filed with the City of Greenfield as required by MGL Ch.7 §40J prior to the conveyance of or execution of a lease for the real property described below. Attach additional sheets if necessary.

1. Public agency involved in this transaction: _____
Name of jurisdiction

2. Complete legal description of property:

3. Type of transaction: ____ Sale ____ Lease ____ Rental for _____ (term)

4. Seller(s) or Lessor(s): _____

Purchaser(s) or Lessee(s): _____

5. Names and addresses of all persons who have or will have a direct or indirect beneficial interest in the real property described above. Note: If a corporation has, or will have a direct or indirect beneficial interest in the real property, the names of all stockholders must also be listed except that, if the stock of the corporation is listed for sale to the general public, the name of any person holding less than ten per cent of the outstanding voting shares need not be disclosed.

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____

None of the persons listed in this section is an official elected to public office in the City of Greenfield except as noted below:

Name	Title or Position
_____	_____
_____	_____

6. This section must be signed by the individual(s) or organization(s) entering into the real property transaction with the public agency named in item 1. If this form is signed on behalf of a corporation, it must be signed by a duly authorized officer of that corporation.

The undersigned acknowledges that any changes or additions to item 4 of this form during the term of any lease or rental will require filing a new disclosure with the City of Greenfield within 30 days following the change or addition.

Signature: _____

Printed Name: _____

Title: _____

Date: _____



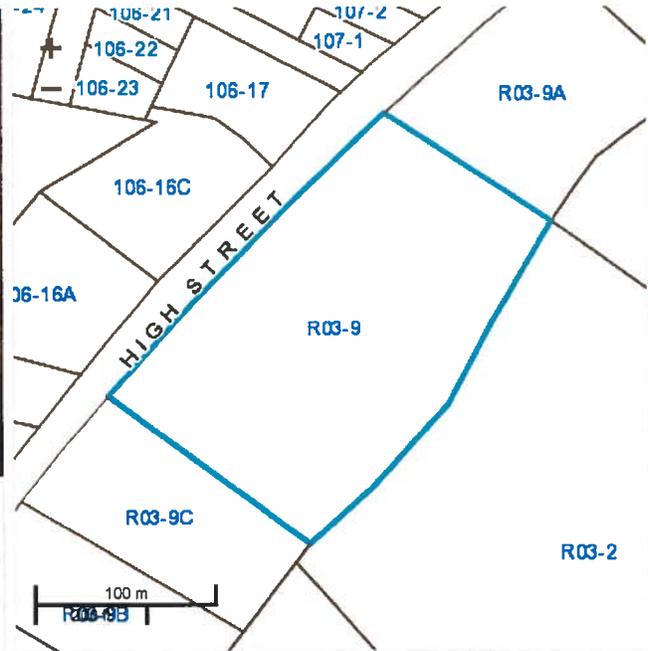
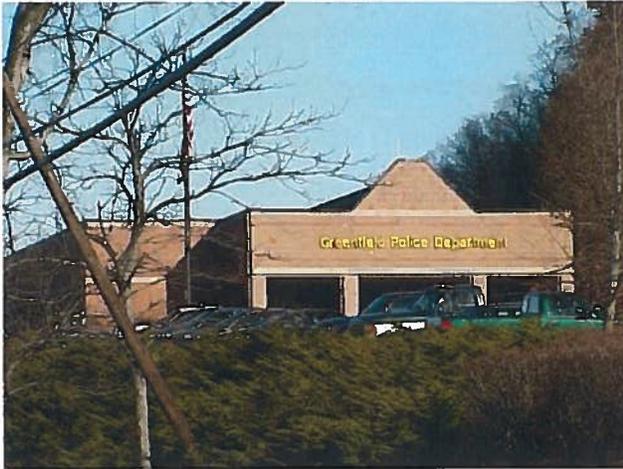
City of Greenfield, Massachusetts

Property Record Card Card 1 of 1

321 HIGH ST

ID: 4788

Parcel ID: R03-9-0 Book/Page: 3295/135



Owner: GREENFIELD TOWN OF INHABITANTS
 Co-Owner: POLICE STATION
 Mailing Address: 14 COURT SQUARE
 GREENFIELD MA 01301

Property valuations are as of the January 1st approval date.

Assessment: Total: 962400
 Total Building: 734700, Land: 176700, Yard Items: 51000

Sales History

Grantor	Legal Reference	Sale Date	Sale Price
KAISER FOUNDATION HEALTH VIENS PAUL	3295/135 1899/36	12/30/1997 10/1/1985	800000 75000



MainStreetGIS, LLC
www.mainstreetgis.com

Land Information

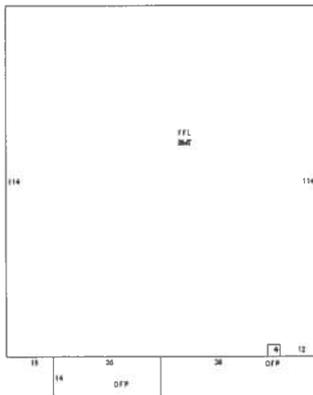
Land Area: 4.81 AC Primary Zoning: GC - GENERAL COMM
 Land Use: IMP PUB SAFE
 Neighborhood: COMM AV

Building Information

Year Built: 1985
 Style: OFFICE-PRO
 Stories: 1
 Rooms:
 Bedrooms:
 Full Baths: 0
 Half Baths: 6
 Heat Fuel: GAS
 Heat Type: FORCED H/A
 Frame: STEEL
 Exterior: BRICK
 Roof Structure: FLAT
 Roof Covering: TAR+GRAVEL
 Kitchens: 1
 Fireplaces: 0

Extra Feat. / Yard Items

Type	Area
6 - CARPORT	1800 SF - Square Feet
40 - LEAN-TO	306 SF - Square Feet
85 - PAVING	40000 SF - Square Feet
84 - SIGN-ILU	84 SF - Square Feet
60 - ATM IMP	1 LEN - Length



Property information last updated: 9/1/2016 - Printed from: <http://www.mainstreetmaps.com/ma/greenfield/>



Legend

- Lot Line
- - - Former Lot Line
- - - Former ROW Line
- Lot Line / Edge of Water
- Right of Way Line
- - - Paper Street ROW
- Town Boundary
- Priority Habitat (NHESP)
- Estimated Habitat (NHESP)

321 High Street



