



## Town of Greenfield, MA



## Proposed Public Safety Facility Site Location Analysis Programming and Existing Facilities Analysis

July 24, 2013



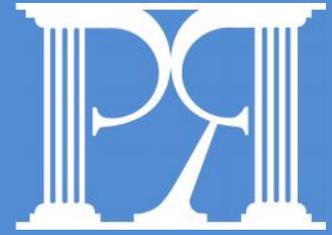
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# Executive Summary



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

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### **Proposed Public Safety Facility Programming, Site Location and Existing Facilities Analysis Greenfield, MA**

Draft Report November 21, 2012

**Final Report July 24, 2013**

### **Executive Summary**

Our tasks were to qualify the optimal location, explore the probable budget and define the scope for a new public safety complex for the Town of Greenfield, MA (Town) involving it's Fire and Police Departments, Emergency Operations Center (EOC) and Public Service Answering Point (PSAP). **Pacheco Ross Architects, P.C., (PRA) worked with Tecton Architects, inc.** to assist us with the Police and PSAP Programs and budgets. Our budgets and scope for the proposed facility include sustainable design regimens, materials and systems. We also accessed the viability of the existing Fire Station, Police Station, EOC and PSAP in order to evaluate their ability to serve the Town now and into the future. This assessment looks at the buildings' ability to sustain selective demolition for renovation, repair and/or addition(s). This information is critical in addressing probable questions from the Town and its taxpayers concerning potential new facilities.

#### **Programming and Space Analysis**

In order to start the process of evaluating sites, developing budgets and making recommendations, PRA needed to find out what each Department needed for operations now and into the foreseeable future. To do this we created a Program for each department. Simply put, **a Program is a space needs analysis integrated with a detailed operational assessment.** Based on these programs, we develop spatial requirements for each department. Using the Programs and Space Analyses together we are able to "visualize" what type and size site could serve the Town for its proposed facility.

Four Programs were developed from in-depth meetings with each department to create the dynamic tool that accounts for flexibility, changing requirements over time and future needs. Each Program:

- Determines the scope and operations of fire, police, EOC and PSAP by employing tools and techniques developed by PRA and Tecton specifically for emergency response facilities. Each program anticipates additional needs, changing operations over time and the flexibility to accommodate these needs.
- Describes critical functions, training regimens, specific requirements and activities within the building and on the site. Identifies crucial operations, priorities, security/public protocols, important response issues and operational efficiencies.
- Pays particular attention to police/public interactions, standard operating procedures, rescue apparatus needs and security issues.
- Examines the requirements for gender equity, police and fire lockers, bunking now and in the future and the unique living environment for the responders.
- Addresses energy use and sustainability issues as they pertain to operations, scope, response and long-term viability.
- Examines current and future technologies and will carefully assess integrated training regimens for both active and classroom training.
- Examine pros and cons of shared space and facilities. Spaces such as public areas, administrative space, fitness, mechanical, storage, drives, parking etc. may be shared in a combined facility.

Based on the programs **Space Analyses** were developed to specify probable room sizes for each department. Shared spaces such as mechanical, lobby or meeting spaces are located in the various Programs where they made the most sense based on use. We utilize the analyses to inform the initial conceptual construction budgets. The various programs indicate the following requirements:

- Fire Station – 24, 187 sq. ft.
- Police Station – 16,495 sq. ft.
- EOC – 2,025 sq. ft.
- PSAP – 1,640 sq. ft.
- **Total Facility – 44,347 square feet**

The fire department size seems large at first; however given the amount of apparatus and bay space required for the department’s emergency apparatus the size is correct for their needs. All other programmed space makes sense for the scope of operations and population served.

### **Site Study Process**

Pacheco Ross Architects, P.C. (PRA) has developed a subjective rating system for determining the quality of a site for a public safety facility. We rate the sites on a 1 – 10 scale as shown on the accompanying charts. Ten (10) is the highest rating; one (1) is the lowest. The ratings are viewed against each other and not a baseline. Once the ratings are added, 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 construction expertise. Please note that the rating system used is a subjective system and not an analytical study or mapping program.

Our rating system uses a two (2) stage process. The first stage of analysis addresses the physical characteristics of the land at each 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 most parcels of land. We have added a category for reuse/repurposing as several sites have existing structures and it makes sense to look at their potential utilization. Each category is explained in greater detail in the section on Site Location Analysis.

The second stage of analysis addresses program size and scope requirements, building, fire and police issues including traffic separation, parking, ease of apparatus exiting/returning, safety/security, build-ability, land available around building, response time to potential events, acquisition cost and potential negative public or political reactions. Each of these categories is explained in greater detail in the section on Site Location Analysis.

The Town chose five (5) initial sites for PRA to evaluate. We determined that sites 2 & 3 could be combined and should be evaluated as an additional separate site. We also determined that the existing fire station site should be included to see if it had merit as a potential site. Since the initial draft report, the Town added the adjacent parking lots to the existing fire station site thereby increasing the size and possible viability of the site. The site with the highest total points after both parts of the matrix are added will be our recommended site. The second highest point total site should also be given serious consideration for the public safety facility.

The sites we evaluated are as follows:

- 1 Lunt Silversmith – Entire site
- 2 Holy Trinity Church/School (Larger site and building)
- 3 Holy Trinity Church/School (Smaller site and building)
- 4 Lorenz Donald (former auto dealer)
- 5 Friendly's
- 6 Existing Fire Station with Two Adjacent Parking Lots
- 7 Sites 2 & 3 Combined

We met with Town Officials on 10/12/12 to review the programs and then carefully observed and walked the various parcels afterward. We acquired specific site information, utilized available maps, photographed each site and gathered anecdotal information such as potential public reaction to site selection.

Before any site is finally selected and/or purchased, we recommend that a thorough geotechnical investigation be performed to determine 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 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. We also suggest that the top ranked site undergo a building history evaluation or Owner led hazardous materials evaluation for the physical structures prior to a purchase offer.

### **Existing Facilities Assessments**

PRA conducted a walk-through of the existing fire station and the existing police station with PSAP. This was a physical assessment of the site, building envelope, interiors, structure, mechanical, electrical, plumbing and sprinkler (MEP) and basic life safety. The purpose is to supply enough information for PRA to provide a professional recommendation whether either building can sustain selective demolition for renovation and/or addition(s). The assessment also serves to inform us if the programmed requirements could be utilized in a cost-effective manner on the site or use a portion(s) of the existing building to meet some of the program. The summary of the two assessments is included in the Appendix.

## **Summary and Conclusions**

### **Programming and Space Analysis**

Each Town Department involved in the Programming was very cognizant of finding ways to share space, utilize innovative methods for multi-purpose space and tasked the Design Team with helping to find space that could be trimmed now or added in the future. This effort resulted in trimming approximately 3,300 sq. ft. from the first Program and Space Analysis. Typical savings are also found in combined areas such as lobbies, restrooms, mechanical, storage, meeting/training and overlapping uses such as PSAP and EOC sharing similar functions.

We assume the facility will be two-story to reduce the footprint on the site and to separate critical functions. A one story structure of approximately 44,000 sq. ft. would be so spread out that very few sites could work. A single story would generate too much corridor to make it viable and reduce opportunities to combine space such as lobbies and electrical rooms.

**For the size of the Town, its daily increase in population, amount of response and emergency capabilities all the programs and special requirements make sense and fall in line with similar towns and municipalities.**

### **Site Study Process**

Based on the Part One, Land/Site Issues the Lunt Silversmith site is the highest ranked due to the fact that its size facilitates high scores when compared to the other sites. The Friendly's site was eliminated in the first category as it is far too small for this facility. Site 7, the combined Holy Trinity Church/ School and Lorenz Donald are essentially tied for the second place ranking. Lacking any direct knowledge of hazardous materials in a building or on a site, all sites received the same score for this and the demolition categories.

The second stage of analysis reveals other significant issues. The Lunt site continues to lead in the ranking because the size, shape and corner access lend strength to almost all other categories. Lorenz Donald comes in at second place with the combined Holy Trinity Church/ School at a very close third place. In a subjective ranking such as this, any of the first three sites are plausible locations. We believe acquisition cost, hazardous material abatement and possible reuse of some of an existing structure will determine the actual site the Town pursues.

**It is our professional opinion that any of the top three ranked sites could be pursued further as a new Public Safety Facility location. Cost, availability, demolition and abatement issue will determine how a parcel fits into the Town's budget structure for this project. While the existing fire department site with parking lots does not fall into the top ranked sites, current ownership by the Town may outweigh purchase of another site. Whether the fire department could remain operational during construction and number of stories that will accommodate the programmed space are two variables that cannot be fully answered until some design studies are done.**

The next steps include determining public opinion, political and public viability of each site and developing site related 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 could then be accurately developed once a particular site is chosen and initial design work completed.

### **Existing Facilities Assessments**

The original fire station building is no longer viable in its current configuration. Problems include lack of size and space for apparatus and all other fire (firematic) and rescue operations. The site is far too small for relevant renovation or expansion and does not support land acquisition on any side. 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 also requires that some apparatus be stored outside which hinders response and separates the operational functions of the fire station.

Building issues include outdated infrastructure and systems and the building does not meet the Americans with Disabilities Act (ADA) guidelines for accessibility or compliance. Any renovation and/or additions would trigger ADA compliance which would not be cost effective and would be extremely difficult to enact. As a public building it is classified as a Title II facility under the Federal Law and Massachusetts ADA guidelines.

The existing Police station/PSAP is very undersized for its functions. Due to the convoluted special plan it does not provide a safe environment for the staff or public. The sally port and its connection to the building are unsafe. There are immediate hazards in the sally port such as open storage, it does provide a safe path of travel to a secure holding area and could pose a serious risk to the officers and staff if not soon corrected. The PSAP is too cramped and as the greeting point at the main entry for many public uses (such as permits or fines) the dispatchers are constantly being interrupted. The building was previously a medical facility built with light-duty conventional materials and would not sustain renovation or additions cost-effectively.

**Therefore, it is our professional advice that all four major response functions, Fire, Police EOC and PSAP relocate to a single new facility designed to current codes, ADA standards, be energy efficient and sustainable, be low-to-no maintenance and built for the next 50 – 75 years.**

As a note, the Town and its surrounding area was hit hard and sustained much damage from Hurricane Irene in 2011. Just last week Hurricane Sandy narrowly missed portions of Massachusetts and Greenfield. These natural disasters are changing the nature of emergency response and the needs of your residents. It is our belief that emergency response facilities must be designed for ever changing response, flexibility and growth, training and new equipment needs. A new facility will enhance Greenfield's livability and value if this critical infrastructure is upgraded.

## Budgets

While budgeting was not in our scope of work, PRA believes that this report must have at least conceptual numbers in order to provide balance to our recommendations. Emergency response facilities construction projects consist of two types of budgets. There are “hard” costs and “soft” costs and these two budgets must be combined to illustrate the full project cost.

Hard costs are defined as the cost of materials and labor to construct a building. These costs include site work and built-in components of the building. We assume a single general contractor in a competitive bid situation in the Greenfield, MA area utilizing wage rate labor to perform the work. We utilize conceptual per square foot construction costs (hard cost budget) based on the marketplace conditions, probable start date, geographic location, public financing, multiple prime contractors and other project information to inform the budget.

Soft costs are any other project cost that is not a construction cost. Examples of soft costs may include land acquisition, professional design fees, hazardous materials report/removal, topographic survey, geotechnical report, fixtures, furniture and equipment (FF&E), phones, security, communications equipment, specialty equipment (compressors, fume exhaust, gun lockers etc.), Owner’s project contingency and construction escalation.

**The combination of hard and soft costs generates the total project budget which defines the total financial impact of a construction project.**

## Options

There are several alternatives for the continued use of the fire and police stations. They are brought up here just to identify probable questions regarding the existing facilities. **We do not recommend any of these options as they are not cost-effective, long-term solutions to the problems that exist.**

**1. The first option is to do nothing.** There is a cost to this option as each facility will continue to deteriorate, cost more for future alternatives and continue to not meet the needs of the Fire and Police Departments. By not meeting the departments’ needs, current and future emergency response will be compromised. In addition, construction escalation will continue to erode the Town’s buying power for any future new facility. Ongoing costs such as repairs, energy and maintenance will continue to rise as it becomes more difficult to enact repairs on aging facilities. The new roof and repair of water damage and mold are examples of this scenario at the Police Station.

**2. The second option entails repairs, maintenance and/or minor remodeling.** This type of work may involve cosmetic changes but does not alter the infrastructure, change basic systems, move structural walls or involve major demolition. This alternative holds the same conclusions as stated above in Option 1.

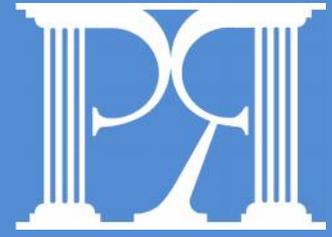
**3. The third option is major demolition and renovations to the building and infrastructure.** Renovation includes selective and major demolition and replacement of systems such as HVAC, electrical, plumbing etc. An example of infrastructure renovation; remove the HVAC system and replace it with new units and ancillary components. HVAC renovation involves selective demolition at points of connection and removal of the existing system. Any new work should be code compliant and meet current regulatory standards. Additionally, major renovations will trigger the need for building code compliance and conformance to the requirements of the ADA. Both will involve major work such as moving walls and involving building structure. This alternative keeps both existing sites which are tight, do not allow additions and make little or no financial sense. The best this can alternative can deliver is slight to moderate improvement without long-term flexibility, growth or improved operations.

**4. Option 4 is to design and build addition(s) to either station.** This option is not feasible given the site size and building shape, structure and layout of either existing station. The fourth alternative to completely demolish either the fire or police station and build new on the same site is not feasible. While we did not evaluate the current police station site as a location for a new public safety facility, the fire station site was analyzed and deemed insufficient.

Any of the alternatives for upgrades (other than minor repairs) involve a level of complication and cost not seen on other non-emergency building types. In order for a contractor to work on the building, it must work around the 24/7 inhabitants and response that is germane to each station. In a major renovation the fire or police department may be able to relocate its equipment and personnel to other portions of the building during the work (current work at the police station) thereby allowing a contractor to work more quickly and efficiently. In addition to the actual dollar cost, there is inconvenience, safety, time and other issues that affect such a project.

### **Professional Opinion**

The Town Board chose to hire the PRA/Tecton Team for the three scopes of work outlined in this report. The Town did not move forward with a conceptual design on one of the selected sites. As previously mentioned, budgeting was not a specific task for this scope of work but some form of cost was needed to make sense of our conclusions. **We suggest that The Town engage the Design Team to move forward with a conceptual site design and layout on the most desirable site and also on the existing site (with parking lots) to determine if it is a feasible option.** This will benefit the Town in several ways. From the conceptual design our team can refine the budget to a greater degree of accuracy still utilizing a per sq. ft. number. A concept design will generate graphics that are much easier for people to visualize and understand. A design will also help correlate the costs with a tangible facility layout. All these benefits will help the Town with Community presentations and staff understanding of the proposed project.



# Programs



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

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### Greenfield Fire Department Program

Program Meeting Date: 7/31/12

Second Meeting: 10/12/12 *Revisions underlined and italics*

#### A General Information

A1. Type of Entity: **Town of Greenfield Fire Department (City Government)**

A2. County: **Franklin County**

A3. **Program Attendees**

**Second Meeting**

<u>Name</u>	<u>Title</u>	
A3.1. <b>William Martin, Mayor</b>		<u>No</u>
A3.2. <b>Michael Winn, Fire Chief</b>		<u>Yes</u>
A3.3. <b>Joseph Burge, Police Chief</b>		<u>Yes</u>
A3.4. <b>Robert Strahan, Deputy Fire Chief/EMD</b>		<u>Yes</u>
A3.5. <b>Christine Scott, Inter-Dispatch Manager</b>		<u>No</u>
A3.6. <b>Rick Clark, Public Safety Commissioner</b>		<u>Yes</u>

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

A5. Date of Dept monthly meeting: **NA**

A5.1. Drill: **NA**

A6. Town's Monthly Meetings: **3<sup>rd</sup> Wednesday of Month**

A7. Zoning: **To be determined based on site**

A8. Sustainable Design Options: **Very important – Town priority**

A8.1. LEED: **Yes**

.8.1.1. Level: Certifiable: **As high as possible**

A8.2. Special Notes: **Greenfield is 1<sup>st</sup> community in MA to adopt green initiatives**

#### B Responders/Staff

B1.1. Paid: **28 Firefighters - 32 Total**

B1.2. Administrative: **4**

B1.3. Volunteer: **20**

B1.4. Shifts: **4-7 each**

B1.5. Shift Change: **24 hr - 24 on, 24 off, 5 off**

B1.6. Firefighter: **Yes** EMT: **21**

B1.7. Vehicle Staffing: **3 - initial engine**

B1.8. Members - male: **All** female: **One Administrative**

B1.9. Calls/year: **2,300** Fire/Rescue: **1,200** Other: **1,100** EMS **1<sup>st</sup> Response**

B1.10. Other Information: **Juvenile Fire Starter Program, 2-3 mental health clinicians once per week**

## **C Response**

C2. Types of response:

C2.1. Fire: **Yes**

C2.2. EMS: **To be determined in future, make provisions for flexibility and growth**

C2.3. Heavy Rescue: **Yes**

C2.4. HAZ MAT: **Yes - vehicle is State of MA apparatus**

C2.5. Water Rescue: **Yes** Ice Rescue: **Yes**

C2.6. Dive Team: **No**

C2.7. Other: **May have walk-off area for transients and events (secure)**

## **D Training: on duty groups – monthly drills**

D2. Tower: **Yes**

D2.1. Rappelling: **Yes**

D2.2. Stairs: **Yes**

D2.3. Roof Access: **Yes**

D2.4. Roof training: **Yes**

D2.5. Windows: **Yes-Bail out**

D2.6. Hose: **Yes**

D2.7. Confined Space: **Yes**

D2.8. Sprinkler: **Yes** Dry: **Yes**

D2.9. Blackout: **Yes**

D2.10. Maze: **Yes**

D2.11. Other Tower Uses: Hose Drying: **Yes** Winch: **2 Ton**

D2.12. Other Specialized Training: **Minimum 30' high standpipe, evolutions in stairwells & hose advancement**

D3. Mezzanine: **Yes**

D4. Active Training on the site

D4.1. Describe Uses: **Pump and aerial**

D4.2. Pad(s): **Yes**

D4.3. Apron: **Yes - ground ladder training**

D4.4. Apparatus Certification: **Yes-annual**

D4.5. Drafting: **If we can capture rainwater and do pump test - discharge into stormwater area or back into tank**

## **E Miscellaneous**

E1. Emergency Shelter: **No**

E2. Access control: **Yes**

E2.1. Electronic access: **Yes** Describe: **Fob - building wide**

E2.2. Vendor's access/drop off: **Yes - building wide or receptionist**

E2.3. Other fire companies utilize bays and certain building areas:

.2.3.1. Mutual Aid: **Yes** Describe: **Two engines and one ladder**

.2.3.2. Number of Vehicles: **Three** Personnel: **10-12**

E3. Other Activities/Issues:

E3.1. **Lots of walk-in pedestrian traffic - need secure area for this.**

**E Site – To be determined by separate evaluation.**

## **Operations/Response**

### **1 Apparatus Bays**

1.1 Number of vehicles: Now: **11** Future: **Space for future EMS-2 frontline ambulance, one spare**

1.1.1 Name: **E-1** Type: **Pump** Length: **31** Weight: **17.5** Capacity: **1000**

1.1.2 Name: **E-2** Type: **Pump** Length: **30.6** Weight: **17.3** Capacity: **750**

1.1.3 Name: **E-3** Type: **Pump** Length: **25.9** Weight: **16.9** Capacity: **750**

1.1.4 Name: **E-5** Type: **Pump** Length: **31** Weight: **16** Capacity: **750**

1.1.5 Name: **T-1** Type: **Tower** Length: **47** Weight: **35** Capacity: **250**

1.1.6 Name: **R-1** Type: **Rescue** Length: **26.6** Weight: **11.4**

1.1.7 Name: **B-1** Type: **Brush** Length: **19** Weight: **7.25** Capacity: **250**

1.1.8 Name: Type: **Haz-MAt** Length: **38'**

1.2 Specialty response (boats etc.)

1.2.1 Name: **Boat** Type: **Zodic** Length: **18.5**

1.2.2 Name: **Trailer** Type: **Kubota** Length: **17.8**

1.2.3 Name: **Pick up** Type: **GMC** Length: **18**

1.2.4 **Two command cars, one fire prevention vehicle and one future pickup**

1.2.5 Name: **Com Truck** Type: **Ford 450** Length: **20 feet**

- 1.2.6 Name: **Field Com** Type: **Sprinter Van** Length: **22 feet**
- 1.2.7 Can store outside - (2) 22 foot trailers and (1) 32' trailer
- 1.3 Type of bays:
  - 1.3.1 Number of Drive-through: **None - use them to respond in both directions**
  - 1.3.2 Number of Double deep: **Most**
  - 1.3.3 Number of Single deep: **None**
- 1.4 Total Number of Front Line: **Five - Four fire and one ambulance**
- 1.5 Maintenance Bay with shop sink: **Yes-Fire & police, currently DPW handles**
- 1.6 Wash: **in place**
- 1.7 Future expansion of bays: **Yes - EMS and one pickup**
- 1.8 Overhead doors: **May consider 4-fold doors at front**
  - 1.8.1 Front: Number: **Five** Width: **14'** Height: **14'**
  - 1.8.2 Rear: Number: **3-5 doors depending on final configuration**
- 1.9 Mezzanine: **Yes**
  - 1.9.1 Size: **As large as possible** Uses: **Training and storage**
- 1.10 Gear lockers: **60** Future: **10**
  - 1.10.1 Location: **Separate room, need electric strip for rechargeables**
- 1.11 Foam: **Yes** Type: **5 gallon - Class 'A'**
- 1.12 Trench drains: **Yes-centered in all bays**
- 1.13 Hose reels: **Yes** Type and Quantity: **75' hose on Hanay reels - two with hot & cold water, others cold only, assume minimum 4 reels. 2 front, 2 rear.**
- 1.14 Fume exhaust: **Plymovent**
- 1.15 Truck fills: **Yes**
  - 1.15.1 Wall hydrant: **Yes-one**
  - 1.15.2 Overhead: **Yes - one**
- 1.16 Electrical drops: **Yes**
- 1.17 Air drops: **Yes** Brakes: **Yes**
- 1.18 Compressed air for tools: **Yes**
- 1.19 Sink(s): **Yes- deep bowl**
- 1.20 Other equipment: **Ice machine and refrigerator, will need floor drain**
- 1.21 Comments/miscellaneous: **Colored sealed concrete in apparatus bay, slip resistant. Red light/green light go system for overhead doors, overhead fans throughout**

## **Firematic Support**

### **2 Hose Storage Room**

- 2.1 Use: **Hose Racks, 4 required for 1 3/4" and 2 1/2" hose**
- 2.2 Size: **4'x8' each alcove, rooms with door not required**
- 2.3 Security: **No**
- 2.4 Adjacencies/comments: **Near tower, floor drain**

### **3 Storage Room #2**

- 3.1 Use: **Haz-Mat supplies, speedi-dry (pallets), bottled water (pallets), 30 traffic cones**
- 3.2 Size: **12'x15'**
- 3.3 Security: **No**
- 3.4 Adjacencies/comments: **Double door (6' opening)**

### **4 Storage Room #3**

- 4.1 Use: **Portable generator, air reels, power washer**
- 4.2 Size: **12'x12'**
- 4.3 Security: **No**
- 4.4 Adjacencies/comments: **Double doors (6' opening)**

### **5 Work Room**

- 5.1 Mechanic: **No**
- 5.2 Type of work: **Minor Repair**
- 5.3 Workbench: **Yes**
- 5.4 Tool storage: **Yes**
- 5.5 Power tools: **Drill press, bench grinder, arc welder**
- 5.6 Air: **80 gal compressor**
- 5.7 Water: **No**
- 5.8 Size: **10'x10'**
- 5.9 Security: **No**
- 5.10 Adjacencies/comments: **Adjacent maintenance bay**

### **6 Firematic/EMS DeCon/Laundry**

- 6.1 Sink: **Yes with sideboards**
- 6.2 Gear Washer: **Daniels - Model uw60b2ou80001**
- 6.3 Gear dryer: **Roper-Model REX3635EW1**

- 6.4 Clothes washer: **Yes - Two** Clothes Dryer: **Yes - Two**
- 6.5 Drench/Eye Wash: **Yes**
- 6.6 Red Bag: **Yes**
- 6.7 Blood borne pathogens: **Yes**
- 6.8 Holding tank: **No**
- 6.9 Backboard cleaning: **Yes, hose bib with hot & cold water**
- 6.10 Shower: **Yes**
- 6.11 Size: **15'x18'**
- 6.12 Adjacencies/comments: **Exterior door, share with Police**

## **7 EMS Storage**

- 7.1 Use: **EMS only, gloves, towels, bandages**
- 7.2 Size: **10'x10'**
- 7.3 Security: **Yes**
- 7.4 Adjacencies/comments: **Shelves all around, backboards, locked medicine cabinet(s)**

## **8 Air Room (SCBA)/Oxygen**

- 8.1 Chemical, Biological, Radiological and Nuclear (CBRN): **Yes**
- 8.2 Use: **Cleaning and repair**
- 8.3 Size: **15'x15'**
- 8.4 Public access: **No**
- 8.5 Sink: **Yes** Counters: **4 complete sinks with 2 sideboards**
- 8.6 Air compressor: **Separate room for compressor, Scott - Model Revolver Air/Simple Air - compressor with remote fill station**
- 8.7 SCBA storage: **Yes** Air Bottles – Number & Size: **70 total -12 spares** Rack: **Yes**
- 8.8 Repair: **Yes**
- 8.9 Oxygen Storage: **Yes** Number of Cylinders: **12**
- 8.10 Vendor Access: **Yes-small room, secure**
- 8.11 Adjacencies/comments: **Per NFPA 1581, work counter, desk with computer and file. Use Geargrid bench with bottle storage, need fill whip to tower.**

## **9 Turnout Gear Room**

- 9.1 Use: **Move existing GearGrid lockers**
- 9.2 Locker: **New lockers of size, color and type to match existing. See 1.10**
- 9.3 Size: **As needed**
- 9.4 Adjacencies/comments: **Floor drain and exhaust fan**

**10 Radio/Meter Room**

- 10.0 Use: **Two desks with computers, meters-gas, continuous outlets, work bench, storage, rechargeable/repair**
- 10.1 Size: **10'x12'**
- 10.2 Adjacencies/comments: **Locate as needed**

**11 Watch Room**

- 11.1 Use: **Two stations**
- 11.2 View control: **Yes -interior bays & exterior apron and road**
- 11.3 Seating requirements: **Two people with computers**
- 11.4 Door operation: **Yes-front and rear**
- 11.5 Traffic control: **Yes**
- 11.6 Bay lighting: **Yes**                      Outside Lighting: **Yes**
- 11.7 Internal paging system: **Yes**
- 11.8 Siren: **No**
- 11.9 Computer equipment: **Yes - flexibility for future stations and upgrades**
- 11.10 Closed Circuit TV, Phones, Weather Station: **Yes**
- 11.11 File cabinets: **Yes**
- 11.12 Console: **Yes**
- 11.13 Size: **10'x12'**
- 11.14 Adjacencies/comments: **Bays**

**12 Rest Room at Apparatus Bay**

- 12.1 Describe: **Single M/F**
- 12.2 Finishes: **Hard surfaces, hose bib, floor drain**

**Firefighters/EMT's**

**13 Firefighter's/EMS Day Room**

- 13.1 Describe: **Great Room - One area with kitchen, dining**
  - 13.1.1 Number of Seats/Type: **10 lounges**
- 13.2 Furnishings: **Small table - magazines**
- 13.3 Equipment: **TV**
- 13.4 Size: **As needed**
- 13.5 Adjacencies/comments: **Kitchen/Dining, direct path to bays**

**14 Kitchen**

- 14.1 Describe: **Open concept to dayroom**
- 14.2 Equipment: **All stainless steel, commercial grade**
- 14.3 Refrigerators: **One with freezer, side by side**
- 14.4 Food Storage: **One large cupboard for each shift**
- 14.5 Size: **250 sq ft**
- 14.6 Finishes/Materials: **Tile floor and walls to ceiling**
- 14.7 Adjacencies/comments: **6 burner stove, dishwasher, griddle, recycle bins**

**15 Dining**

- 15.1 Seating: **7-10**
- 15.2 Furnishings: **10 person table**
- 15.3 Size: **250 sq ft**
- 15.4 Adjacencies/comments: **Kitchen and dayroom**

**16 Exercise – Shared space with Police**

- 16.1 Equipment:
  - 16.1.1 Weights: **Yes**
  - 16.1.2 Cardio: **Yes**
  - 16.1.3 Universal: **Yes**
  - 16.1.4 Other: **Handrail, mirrors on one wall, blocking in all walls**
- 16.2 Size: **600-700 sq ft**
- 16.3 Adjacencies/comments: **Access to both departments**

**17 Private Lobby**

- 17.1 Describe: **Direct access to firefighter living and administrative areas. Close to staff parking.**

**Bunking**

**18 Bunk Room(s)**

- 18.1 Number: **Six Doubles, One is Officer's Bunk Room**
- 18.2 Location suite: **Create a bunking suite, quiet/private**
- 18.3 Furnishings: **Bed, sidetables, no desk, no wardrobe**
- 18.4 Size: **As needed**
- 18.5 Adjacencies/Comments: **Expansion for students from community college - up to 4 candidates, direct route to bays**

**19 Lockers**

- 19.1 Describe: **70 Lockers total**
- 19.2 Location: **In corridor near bunks, widen corridor to accomodate**
- 19.3 Lockers: Quantity: **40 full size and 30 half size**
- 19.4 Locker Size: **24"x24" to hold bedding**
- 19.5 Adjacencies/comments: **Either widen corridor enough to surface mount, or recess into wall with space behind to accommodate the lockers**

**20 Bath/Showers**

- 20.1 Describe: **Individual Rooms-4 rooms req'd**
- 20.2 Location: **Near bunks, part of suite**
- 20.3 Size: **As needed**
- 20.4 Adjacencies/comments: **sink, water closet and shower in each**

**21 Library/Study Room**

- 21.1 Seating: **Counter with 2-3 seats**
- 21.2 Computers/equipment: **Yes and wireless**
- 21.3 Size: **10'x12'**
- 21.4 Adjacencies: **Task lighting, quiet area, sound batt in walls**

**22 House Keeping Storage/Janitor**

- 22.1 Describe: **Storage, slop sink**
- 22.2 Size: **6'x8'**
- 22.3 Comments: **Broom/mop hanging, shelves, bulk storage, exhaust fan**

**Administration**

**23 Training Room – Shared with Police**

- 23.1 Seating: **Total 40 at training tables**
- 23.2 AV, TV, Screen, Lectern, whiteboard: **Yes**
- 23.3 Computer/communications: **Yes, several levels of lighting**
- 23.4 Size: **600 sq ft**
- 23.5 Adjacencies/comments: **Shared space with Police , wall divider, 20 each section when divided**

**24 Meeting Room Storage**

24.1 Use: **CPR, training aids, DVD, A/V, some chairs and tables**

24.2 Size: **10'x10'**

24.3 Adjacencies/comments: **Secure, cabinets and shelves**

**25 Office #1**

25.1 Describe: **Chief**

25.2 Furnishings: **Desk, files, 4 person table**

25.3 Size: **12'x15'**

25.4 Adjacencies/comments: Shared conference room between Office #1, Chief and #4 Deputy Chief, Small Closet

**26 Office #2**

26.1 Describe: Captains and Lieutenants

26.2 Furnishings: Four work stations total for eight people to share

26.3 Size: 280

26.4 Adjacencies/comments: Private lobby & other administrative areas, files for each person

**27 Shared Conference Room**

27.1 Describe: Chief and Deputy Chief with access from each office

27.2 Furnishings: Table with seating for six

27.3 Size: 10'x15'

27.4 Adjacencies/comments: Also door to corridor

**28 Office #3**

28.1 Describe: **Deputy Chief**

28.2 Furnishings: **Desk, files, 4 person table**

28.3 Size: **12'x15'**

28.4 Adjacencies/comments: **Private lobby and all other administrative areas, Shared conference room between Office #1, Chief and #4 Deputy Chief, Small Closet**

**28A Executive Assistant**

28.5 Describe: Works for Chief and Deputy Chief

28.6 Security: Yes

28.7 Size: 12'x15'

28.8 Adjacencies/comments: Closet w/ shelves for Quartermaster, 8 file cabinets, book shelves, close to work area

**29 Office #4**

- 29.1 Describe: **Public Safety Commissioner**
- 29.2 Furnishings: **Desk, file cabinets**
- 29.3 Size: **10'x10'**
- 29.4 Adjacencies/comments: **Off main lobby-near public meeting room**

**30 EMS Office**

- 30.1 Describe: **Future position**
- 30.2 Furnishings: **Desk, files**
- 30.3 Size: **10'x12'**
- 30.4 Adjacencies/comments: **Docking station for PCR, shelf space for manuals**

**31 Fire Investigation Office**

- 31.1 Describe: **Troopers**
- 31.2 Furnishings: **Desk, files**
- 31.3 Size: **10'x10'**
- 31.4 Adjacencies/comments: **Private lobby and all other administrative areas**

**32 Fire Prevention Office**

- 32.1 Furnishings: **Plan table**
- 32.2 AV/Computer: **Yes**
- 32.3 Seating/Size: **12'x15'**
- 32.4 Adjacencies/comments: **Plan Storage and review, Private lobby and all other administrative areas**

**33 Work Space**

- 33.1 Describe: **Counter, cabinets, office supplies, printer(s), fax, copier**
- 33.2 Size: **100 sq ft**
- 33.3 Adjacencies/comments: **Coffee station and small refrigerator, central to all offices**

**34 Records Storage**

- 34.1 Describe: **Files**
- 34.2 Fire Rating: **2 hours**
- 34.3 Size: **8'x10'**
- 34.4 Adjacencies/comments: **Fire reports, prefer to be near offices**

**35 Network/IT**

- 35.1 Describe: **Networks for Fire and Police, hub for fob computer**
- 35.2 Security: **Yes**
- 35.3 HVAC/Electrical Needs: **Yes - UPS, Alarms, chemical sprinkler, separate racks for each department with expansion. No PSAP equipment**
- 35.4 Adjacencies/comments: **Dedicated HVAC/AC unit on heat alarm**

**36 Rest Rooms – Two total, one male and one female**

- 36.1 Describe: **For administrative spaces**
- 36.2 Adjacencies/comments: **Sink, water closet and urinal for men's room, shower in men's room**

**Miscellaneous**

**37 Janitors Closet(s)**

**See Housekeeping Storage - Item 22**

**38 Mechanical Room**

- 38.1 Equipment: **Boiler, Water heater, Transfer switch, Main disconnect, Panels, Other**
- 38.2 Size: **20'x24'**
- 38.3 Adjacencies/Comments: **Shared-entire building, locate to minimize utility runs**

**39 Mechanical, Electrical, Plumbing, HVAC, Sprinkler, Alarm**

- 39.1 Mechanical:
- 39.2 Fuel type: **Natural gas**
- 39.3 Heating type in apparatus bay: **In- Floor Radiant with high efficiency tankless boilers**
- 39.4 Heating type elsewhere: **Mitsubishi: City Mutli System**
  - 39.4.1 HVAC comments: **Individual control to each space. High efficiency, low maintenance, reasonable repair costs, better control, smaller size of outside air intake, LEED credits**
- 39.5 Electrical:
- 39.6 Bay lighting: **Energy efficient fluorescent**
- 39.7 Site lighting: **Yes**
- 39.8 Generator: **Yes** Describe: **Kohler-100**
  - 39.8.1 Fuel: **Diesel**
- 39.9 Generator location: **Exterior**
- 39.10 Electrical requirements: **Assume 2,000 amp service**

- 39.10.1 Describe: **Need protections for PSAP**
- 39.11 Plumbing/Sprinkler:
- 39.12 Sprinklered: **Yes**
  - 39.12.1 Describe: **Entire Facility**
  - 39.12.2 Comments: **Use a a training prop - locate in or near bays**
- 39.13 Plumbing requirements:
  - 39.13.1 Describe: **6"-8" service**
- 39.14 Oil/water separator: **Yes- 1,000 gal**
- 39.15 Grease trap: **Yes - 1,000 gal**
- 39.16 Exterior hose bibs: **Yes-All around**
- 39.17 Alarm: **Smoke and heat**
- 39.18 Security: **Yes**
  - 39.18.1 Describe: **Building wide fob system**

#### **40 Miscellaneous Issues**

- 40.1 Comments: **Station alerting system - look at West Net "First In" system or "Z-Tron" unit**

### **Public Spaces**

#### **41 Public Entry Area**

- 41.1 Describe: **Space for original hand pumper**
- 41.2 Size: **12'x20'**
- 41.3 Trophy case(s): **Yes** Plaque(s): **Yes** Pictures/Artwork: **Yes**
- 41.4 Adjacencies/comments: **Paul Revere bell 2'x2', 900 lbs., lobby to be controlled by Police Department**

#### **42 Coat Area**

- 42.1 Number: **50**
- 42.2 Adjacencies/comments: **Community Room**

#### **43 Community Room**

- 43.1 Public usage: **ZBA, planning, Town Council, Public Safety Commission**
  - 43.1.1 Frequency of use: **Several times per week**
  - 43.1.2 Seating/Number of People: **5-7 member boards**
  - 43.1.3 Coffee Bar: **Yes**
  - 43.1.4 Adjacencies/Comments: **Public entry**

- 43.2 Department usage:
  - 43.2.1 **Training, Additional training, media briefing**
  - 43.2.2 Seating/Number of People: **50 people at tables**
- 43.3 Size: **800 sq ft**
- 43.4 Equipment: **Screen, A/V, projector**
- 43.5 Adjacencies/comments: **Public Entry**

**44 Community Room Storage #1**

- 44.1 Describe: **Tables and chairs**
- 44.2 Size: **10'x10'**
- 44.3 Adjacencies/comments: **Chair rail, double doors**

**45 Public Rest Rooms**

- 45.1 Describe: **Sized for public spaces**
- 45.2 Adjacencies/comments: **Tile floor and walls to ceiling, FD**

**46 Emergency Power**

- 46.1 Describe: Sized for UPS battery backup
- 46.2 HVAC/Electrical Needs: Yes - UPS, Alarms, chemical sprinkler, separate racks for each department with expansion. No PSAP equipment
- 46.3 Adjacencies/comments: Dedicated HVAC/AC unit on heat alarm

# 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
	<b>Apparatus/Training</b>							
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		
	<b>Subtotal - Apparatus</b>	<b>9,040</b>	<b>200</b>	<b>9,240</b>				
	<b>Firematic Support</b>							
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 <i>for 70 Lockers</i>	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	
	<b>Subtotal - Firematic Support</b>	<b>1,993</b>	<b>1,280</b>	<b>3,273</b>				
	<b>Firefighters/EMT's</b>							
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	
	<b>Subtotal - Firefighters/EMT's</b>	<b>1,730</b>	<b>180</b>	<b>1,910</b>				
	<b>Bunking</b>							
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	
	<b>Subtotal Bunking</b>	<b>1,663</b>	<b>0</b>	<b>1,663</b>				
	<b>Administration</b>							
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 <i>-I w/ Shower</i>		145	145	3			145
	<b>Subtotal - Administration</b>	<b>0</b>	<b>1,835</b>	<b>1,835</b>				
	<b>Public Spaces</b>							
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	
	<b>Subtotal - Public Spaces</b>	<b>1,305</b>	<b>1,540</b>	<b>2,845</b>				
	<b>Miscellaneous</b>							
	Circulation - 8% 1st Flr & 15% 2nd Flr	535	755	1,291	2		1291	
	Walls @ 10%	1,627	504	2,130	1	2130		
	<b>Subtotal - Miscellaneous</b>	<b>2,162</b>	<b>1,259</b>	<b>3,421</b>		<b>13,852</b>	<b>9,180</b>	<b>1,155</b>

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



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

DAVID J. PACHECO, AIA – CA, CT, DE, NJ, NY, NC, RI, TN, TX, VT  
DENNIS A. ROSS, AIA – CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VT, VA

### **Town of Greenfield - Emergency Operations Center Program**

(See Also [Master Fire Station Program Document](#))

**Note:** This document is a component of a larger programming effort and should only be used in conjunction with three other programs:

- 1) Greenfield Fire Department Program
- 2) Greenfield Police Department Program
- 3) Greenfield 911 Dispatch Program

Program Meeting Date: **July 31, 2012**

#### **A General Information**

- A1. Type of Entity: **City (2003) using designation of “Town” – Franklin County, MA**
- A2. Describe: **EOC is replacing aged existing hardened facility. A feasibility study exploring a consolidated regional EOC is possible in the near future. EOC to be directly adjacent to and shared with the PSAP (dispatch) area. Located in Massachusetts’ Pioneer Valley, the Town of Greenfield, MA has a population of approximately 17,500 with a daytime transient surge increasing population to 31,000. Franklin County is included in the Springfield, MA federal Metropolitan Statistical Area. EOC will serve a regional population of 72,000. Franklin County natural disasters (13) are near the national average with 6 presidential declared major disasters and an additional 7 states of emergencies declared. Top natural disaster risks include tornados (29% greater risk than US average), floods, heavy storms, blizzards/winter storms, hurricanes, mudslides and high winds. Asset risks include Vermont Yankee nuclear power plant (13 miles), US Interstate 91, Routes MA 2, MA 2A, US 5 and US 10, Baystate Franklin Medical Center, VA Medical Center, Franklin County Jail, County Seat, District Attorney Offices, Massachusetts District and Franklin County Courts, Juvenile Courthouse, at least 8 colleges/universities within 35 miles, the central post office for the 013xx series of zip codes, Springfield Terminal railway lines N-S/ E-W junction (**including the East Deerfield freight yard less than 1 mile across the river**), Federal/State Armory, Western Mass Electric regional HQ and command center, Berkshire Gas distribution plant, Propane storage and mixing facility, Amerigas propane distribution facility, #2 fuel oil and gas storage facility, Chapman St. oil and propane storage facility, East-West portal for high speed fiber, Moore Dam, Harriman Dam, Bear Swamp Dam, and new Amtrak passenger station stop expected in 2013 for “Vermont” line service.**
- A3. Federal Support Options:
- A3.1. Grant Implications: **Project may be eligible for USDA grant and loan assistance funding. Federal EOC grant program closed in 2011 and no program continuation is anticipated.**

**A4. Program Attendees**

<u>Name</u>	<u>Title</u>
A4.1. William “Bill” Martin	Mayor
A4.2. Frederick “Rick” Clark	Public Safety Commissioner (1 of 5)
A4.3. Michael Winn	Fire Chief
A4.4. Robert Strahan	Deputy Fire Chief/EMD
A4.5. Joseph “Joe” Burge	Police Chief
A4.6. Christine Scott	Interim Dispatch Manager/ PD Mgmt. Assist.
A4.7. Dan McCarthy	Greenfield PD (Investigations)
A4.8. Todd Dodge	Greenfield PD (Patrol)
A4.9. Jeff McElravy	Tecton Architects
A4.10. David J. Pacheco	Pacheco Ross Architects, P.C.
A4.11. Dennis A. Ross	Pacheco Ross Architects, P.C.
A4.12. Mark A. Landon	Pacheco Ross Architects, P.C.

**B Emergency Operations Center Functional Activities**

- B1. NFPA 1600 A5.7.2.5 Primary Emergency Operations Center?  Yes –  
**Montague Public Safety is back-up**
- B2. Types of operations: Assumed primary function is [Situation Assessment](#), [Overall Direction and Control](#), [Coordination](#), [Resource Management](#), and [Prioritization of Response](#)
- B2.1. **Emergency Response to Disasters and Critical Emergencies**  Yes
- B2.2. **Planning and Coordination of Emergency Response**  Yes
- B2.3. **Disaster Recovery**  Yes
- B2.4. **Disaster Preparedness**  Yes
- B2.5. **Domestic Terrorism Planning**  Limited
- B2.6. **Mitigation**  Yes
- B3. Training:
- B3.1. City **Yes**
- B3.2. Regional/State **Yes (Especially with Vermont Yankee) Pandemic drills and exercises**
- B3.3. Training Schedule: **Six per year**
- B4. Permanently Staffed EOC: **No – Volunteer and Paid staff from Departments, ½ dozen to a dozen volunteers.**
- B5. Nearest Equivalent EOC: **Springfield, MA; Amherst, MA (college)**
- B6. Nearest Higher Level EOC: **Agawam, MA Mema Region 3-4, then Framingham**
- B7. Location of companion secondary EOC: **Montague**

B8. Number of Times in Last 5 Years a Facility of the Planned Type Would Have Been Activated: **15-20**

**C. Risk Threat Assessment**

- C.1. Does an Existing Risk Threat Assessment Exist? **Yes**
- C.2. Do Site SLOSH Maps (Prepared by US Army Corps of Engineers) exist: **Unofficially but not up to date, due to last year's events.**
- C.3. Is the Site Above the 100 year flood plain (Freeboard +1 Foot) **Unknown**
- C.4. Is the Site Above the 500 year flood plain (Freeboard +1 Foot) **No**
- C.5. Is the Proposed Facility within the designated 2 mile Emergency Planning Zone (EPZ) of a nuclear power plant: **No**
- C.6. Is the Proposed Facility within the 10 mile EPZ of a nuclear power plant but outside the designated 2-mile EPZ: **No, but portions of the community may be. Response areas overlap**
- C.7. Is the Proposed Facility within 1 mile of a facility processing, transporting or storing hazardous materials: **Yes**
- C.8. Is the Proposed Facility within ½ mile of an Interstate: **To be determined based on new site.**
- C.9. Is the Proposed Facility within ½ mile of a location where hazardous materials are transported: **To be determined based on new site.**
- C.10. Will the EOC have a written plan and active training in place (minimally semi-annually and for all new personnel) to prepare individuals for dealing with airborne contaminants: **Yes, will have plan and training in-place.**
- C.11. Are Priority Federal or State Critical Facilities Located Within the Operational Zone of the EOC: **See Item A2**
- C.12. Will the EOC Space(s) be Shared with Other Activities in the Building: **PSAP**
- C.13. Describe the Expected Level of Ballistic Security in the EOC Facility: **Level 4 UL**
- C.14. Describe EOC Survivability Expectations: **Hazardous materials release, Withstand microburst (if possible), Consider design for F1 or F2 event, Reinforced box (not buried)**

**D. Miscellaneous**

- D.1. **Also See Fire and Police Programs**
- D.2. Construction: **Non-Combustible**
- D.3. Sprinklered: **Yes**
- D.4. Full Generator: **Diesel – Category X** **Yes**

**F Site**

F1. **See Master Program**

## **Emergency Operations Center (EOC)**

### **1 Incident Command Center Response Floor**

#### **1.1 Describe: Emergency Operations Center Central Command Floor**

##### **1.1.1 Fixed or Changeable Layout: Fixed/Changeable**

###### **1.1.1.1 General Layout Concept: Hybrid to allow both Marketplace and Mission Control layouts**

###### **1.1.1.2 Flooring: Carpet tile in EOC, Rubber tiles in PSAP**

###### **1.1.1.3 Space/ seating size: 20 people max capacity**

###### **1.1.1.3.1 Primary Personnel: 12 people**

###### **1.1.1.3.2 Support Personnel: 8 Additional**

##### **1.1.2 Comments: Remote FACP in PSAP/EOC area**

#### **1.2 EOC Stations (Incident Command Center Personnel): Describe: Client to Provide**

1.2.1

1.2.2

1.2.3

1.2.4

1.2.5

1.2.6

1.2.7

1.2.8

1.2.9

1.2.10

1.2.11

1.2.12

1.2.13

1.2.14

1.2.15

1.2.16

1.2.17

1.2.18

1.2.19

1.2.20

- 1.3 Furnishings: **Advanced A/V - Allow for future changing technologies with extra conduit and boxes**
  - 1.3.1 FF&E: **Need communications desk in EOC (Radios, CPU w/ monitor)**
  - 1.3.2 Conference Table:  **Yes**
  - 1.3.3 Projection Screen: **104"**  **Yes**
  - 1.3.4 Ceiling mounted projector  **Yes**
  - 1.3.5 Smart board system: **Accommodate**
  - 1.3.6 White boards: **Wall Talkers Dry-Erase System**  **Yes**
  - 1.3.7 Status Board  **Yes** Describe: **TBD**
  - 1.3.8 Bulletin boards:  **Yes** Number: **Two**
  - 1.3.9 Wall Maps:  **Yes** Size and Number: **Assume 4'x5', Quantity (3) Same as the 2 in PSAP plus a wind speed map**
  - 1.3.10 Multiple flat-panel monitors on wall  **Yes** Number: **6-7**
    - 1.3.10.1 **Dispatch Software Monitor (unit location)**
    - 1.3.10.2 **Weather Channel Monitor**
    - 1.3.10.3 **Local News Monitor**
    - 1.3.10.4 **GIS Monitor**
    - 1.3.10.5 **EOC Software "I-suite"/"Web EOC" Monitor**
    - 1.3.10.6 **City Wide Camera Monitor**
    - 1.3.10.7 **4x5 Status Board – with mapping for wind direction. Can be dedicated flat panel monitor**
  - 1.3.11 Video conference capability  **Yes**
  - 1.3.12 Speaker system  **No**
  - 1.3.13 Conference table at head of room  **Yes**
  - 1.3.14 Weather Station:  **Yes**
  - 1.3.15 Other:
    - 1.3.15.1 **Atomic Clock**
    - 1.3.15.2 **Radio base station**
- 1.4 Security Options:
  - 1.4.1 Shelter-in-place?  **Yes**
    - 1.4.1.1 Shelter in Place hold-time: \_\_\_ min. **To be determined**
  - 1.4.2 Fob access system  **Yes**
  - 1.4.3 **CMU walls or Cast-In-Place Concrete Walls**
  - 1.4.4 Eliminate any exterior windows:  **Yes**

- 1.4.5 Separate air handling system  **Yes**
- 1.4.6 Redundant HVAC (Split-ductless system):  **Yes**
- 1.5 Electrical:
  - 1.5.1 Dedicated power supply  **Yes**
  - 1.5.2 Central UPS: **To be determined based on cost**
  - 1.5.3 Lighting: **Multi level General Lighting and Task and perimeter**
- 1.6 Raised Floor:  **Yes**
- 1.7 Adjacencies: **EOC**
- 1.8 Comments: **Separate secure entrance**
  
- 2 Executive Session/Special Operations/ Incident Command Room**
  - 2.1 Describe: **Special Operations for Tactical responses not handled on EOC floor, break-out room for executive session.**
  - 2.2 Uses: **Conference, acts as PSAP quiet room & as small conference room for building**
  - 2.3 Furnishings: **Conference table for twelve**
  - 2.4 Coffee Counter:  **Yes**
  - 2.5 Adjacencies/Comments: **EOC Direct connection**
  
- 3 EOC Break Room/Kitchenette**
  - 3.1 Describe: **Down time and stress relief**
  - 3.2 Equipment: **Refrigerator, sink, dishwasher, coffee pot, water cooler, microwave**
  - 3.3 Seating Area: **6 people**
  - 3.4 Size: **As needed**
  - 3.5 Shared: **Yes with PSAP**
  - 3.6 Adjacencies/Comments: **Exterior window - secure**
  
- 4 EOC Lockers - Yes**
  - 4.1 Number of lockers: **12**      Size: **1’x1’x30” double stack**
  - 4.2 Size: **As needed**
  - 4.3 Shared?:  **Yes**      **Also have coat rack**
  
- 5 HAM Radio Room**
  - 5.1 Describe: **Space for amateur radio communications and public access radio station**
  - 5.2 Number of Workstations: **Two**
  - 5.3 Size: **8’x10’**
  - 5.4 Adjacencies/Comments: **Close to Incident Commanders and EOC**

**6 EOC Office**

- 6.1 Describe: **Quiet place for EM director, if future EM director civilian then space for his/her office**
- 6.2 Size: **10'x12'**
- 6.3 Adjacencies/Comments: **EOC floor only**

**7 EOC Rest Room(s)**

- 7.1 Describe: **Male and female**
- 7.2 Shower:  **No**
- 7.3 Size: **60 sq ft each**
- 7.4 Adjacencies/Comments: **EOC, share with PSAP**

**8 EOC Storage Room**

- 8.1 Describe: **4 metal closets for storage, Phone banks, Supplies, EOC spare equipment**
- 8.2 Size: **As needed**
- 8.3 Adjacencies/Comments: **EOC, If possible space for 30 road cones (otherwise off bay)**

**9 Red Cross Storage**

- 9.1 Describe: **Red Cross and Dept. of Public Health – monitoring equipment for Vermont Yankee**
- 9.2 Adjacencies/Comments: **Not directly off EOC, can be shared**

**10 EOC Secure Equipment Room**

- 10.1 Describe: **100 SF for critical computer systems and equipment**

**11 EOC/Data Center Mechanical, Electrical, Plumbing, HVAC, Alarm**

- 11.1 **See Also Master Fire Station Program and EOC Response Floor Section**
- 11.2 Fuel type: **Natural gas**
- 11.3 Redundant Systems:  **Split ductless**
- 11.4 Fully Sprinklered:
- 11.5 Generator: **Yes**
  - 11.5.1 NFPA 110 Category X 48-96 hour:
- 11.6 Electrical requirements:
  - 11.6.1 Dedicated service to EOC and PSAP:

**Other Notes: Include Police Armory in hardened box if possible. Press Room will be the Training Room described in the Master Program.**

**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	<sup>1</sup> Basic Space	<sup>2</sup> Standard Space	<sup>3</sup> Premium Space
<b>Emergency Operations Centre (EOC)</b>								
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>		<i>0</i>	<i>0</i>	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 <i>in its Program</i>		<i>0</i>	<i>0</i>	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	-			
	<b>Subtotal - EOC</b>	<b>0</b>	<b>1,660</b>	<b>1,660</b>				
<b>Public Safety Communications Centre (PSCC)</b>								
	Part of Police Program		0	0	-			
<b>IT Department</b>								
	Part of Fire and Police Programs		0	0	-			
<b>Public and Miscellaneous</b>								
	Part of Fire and Police Program		0	0	-			
	<b>Subtotal - PSCC/IT/Public</b>	<b>0</b>	<b>0</b>	<b>0</b>				
<b>Miscellaneous</b>								
	Circulation @ 12%	0	199	199	2		199	
	Walls @ 10%	0	166	166	1	166		
	<b>Subtotal - Miscellaneous</b>	<b>0</b>	<b>365</b>	<b>365</b>				
						<b>166</b>	<b>1009</b>	<b>850</b>

Note: All EOC functions will be on the same floor as PSAP and Police

Totals >> 

0	2,025	2,025
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**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
<b>1 . Public</b>	
1.01 Vestibule	0 s.f.
1.02 Lobby	0 s.f.
1.03 Public Interview Room	100 s.f.
1.04 Licensing Room	100 s.f.
Subtotal:	200 s.f.
<b>2 . Dispatch Center</b>	
2.01 Dispatch Center	720 s.f.
2.02 Dispatch Supervisor's Office	140 s.f.
2.03 Break Room (shared with EOC)	240 s.f.
2.04 Male Restroom	170 s.f.
2.05 Female Restroom	170 s.f.
2.06 Communications Equipment Room	200 s.f.
Subtotal:	1640 s.f.
<b>3 . Records</b>	
3.01 Records Office	240 s.f.
3.02 Records Archive	300 s.f.
3.03 Central Photocopy	60 s.f.
3.04 Supply Storage	25 s.f.
Subtotal:	625 s.f.
<b>4 . Training Room - shared with fire department</b>	
4.01 Training Room	800 s.f.
4.02 Supply Storage x 2	100 s.f.
4.03 Furniture Storage	100 s.f.
4.04 Unisex Restroom	65 s.f.
Subtotal:	1065 s.f.
<b>5 . Patrol Facilities</b>	
5.01 Shift Commanders' Office	400 s.f.
5.02 Report Preparation	180 s.f.
5.03 Roll Call/Squad Room	280 s.f.
5.04 Patrol Equipment Room (Jump Room)	140 s.f.
5.05 K-9 Locker	30 s.f.

**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
5.06 Weapons Cleaning	50 s.f.
5.07 Armory	65 s.f.
Subtotal:	1145 s.f.
<b>6 . Court Prosecutor</b>	
6.01 Prosecutor's Office	140 s.f.
Subtotal:	140 s.f.
<b>7 . Training</b>	
7.01 Training Office	140 s.f.
7.02 Training Storage	80 s.f.
Subtotal:	220 s.f.
<b>8 . Bicycle Patrol</b>	
8.01 Bike Storage	80 s.f.
Subtotal:	80 s.f.
<b>9 . Future Special Patrol Facilities</b>	
9.01 Future Office	120 s.f.
Subtotal:	120 s.f.
<b>10 . Investigative</b>	
10.01 Detective Squad Room	480 s.f.
10.02 Interview Room	100 s.f.
10.03 "Soft" Interview Room	110 s.f.
10.04 Video Observation Room	60 s.f.
10.05 Computer Crime/Media Room	145 s.f.
10.06 Supply/equipment Room	80 s.f.
10.07 Lieutenant's Office	150 s.f.
Subtotal:	1125 s.f.
<b>11 . Department Administration</b>	
11.01 Clerk's Office	120 s.f.
11.02 Finance Clerk's Office	120 s.f.
11.03 Administrative Assistant's Office	120 s.f.

**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
11.04 Reprographics/Work Area - in hall	0 s.f.
11.05 File Room	60 s.f.
11.06 Patrol Lieutenant's Office	150 s.f.
11.07 Administrative Lieutenant	150 s.f.
11.08 VIP's Office	150 s.f.
11.09 Chief's Secretary's Office	180 s.f.
11.10 Chief's Office	200 s.f.
11.11 Administrative Restroom	65 s.f.
11.12 Conference Room	280 s.f.
<b>Subtotal:</b>	
	1595 s.f.
<b>12 . Technical Services (IT)</b>	
12.01 IT Storage	30 s.f.
<b>Subtotal:</b>	
	30 s.f.
<b>13 . Staff Facilities</b>	
13.01 Male Restroom/shower	265 s.f.
13.02 Male Locker Room	820 s.f.
13.03 Female Restroom/shower	210 s.f.
13.04 Female Locker Room	180 s.f.
13.05 Break Room	180 s.f.
13.06 Fitness Center (Shared with Fire Department)	TBD s.f.
13.07 Union Office	65 s.f.
13.08 Mail Area	15 s.f.
<b>Subtotal:</b>	
	1735 s.f.
<b>14 . Property and Evidence</b>	
14.01 Evidence Laboratory	160 s.f.
14.02 Evidence Receiving	80 s.f.
14.03 Evidence Storage	600 s.f.
14.04 Drug Storage	80 s.f.
14.05 Weapons Storage	40 s.f.
14.06 Bulk Found Property Room	500 s.f.
<b>Subtotal:</b>	
	1460 s.f.

**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
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<b>15 .</b>	<b>Prisoner Processing</b>		
	15.01 Sally Port (2-cruiser)	900	s.f.
	15.02 Cruiser Supply Storage	50	s.f.
	15.03 Processing Area	260	s.f.
	15.04 Intoxilyzer Area	50	s.f.
	15.05 Prisoner Restroom	65	s.f.
	15.06 Custodial Closet	20	s.f.
	15.07 Interview Room	100	s.f.
		Subtotal:	1445 s.f.
<b>16 .</b>	<b>Detention Facilities</b>		
	16.01 Adult Male Cells (x4)	560	s.f.
	16.02 Adult Female Cells (x1)	140	s.f.
	16.03 Unisex Juvenile Cell (x1)	140	s.f.
		Subtotal:	840 s.f.
<b>17 .</b>	<b>Special Response Team (SRT) Facilities</b>		
	17.01 Breifing Room	200	s.f.
	17.02 SRT Armory	60	s.f.
		Subtotal:	260 s.f.
<b>18 .</b>	<b>Animal Control</b>		
	18.01 Animal Control Storage	100	s.f.
		Subtotal:	100 s.f.
<b>19 .</b>	<b>Building Services</b>		
	19.01 Custodial Closets	25	s.f.
	19.02 Facility Maintenance Storage	100	s.f.
	19.03 Boiler Room	TBD	s.f.
	19.04 Air Handling Equipment Room	TBD	s.f.
	19.05 Electrical Room	TBD	s.f.
	19.06 Generator Room	TBD	s.f.
	19.07 Tel/Data Head End Room	TBD	s.f.
	19.08 Tel/Data Distribution Closets	TBD	s.f.
		Subtotal:	125 s.f.

**Greenfield, MA - Public Safety Facility**

Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
--------------------------	--------------

**Summation**

Facility net area:	13,950 s.f.
Net to gross adjustment (30%)	4,185 s.f.
<b>Facility gross area total:</b>	<b>18,135 s.f.</b>

# Greenfield, MA - Public Safety Facility

## Space Needs Summary

### Police Facility

New Programmed Area Name	Program Area
<b>1 . Public</b>	
1.01 Vestibule	0 s.f.
1.02 Lobby	0 s.f.
1.03 Public Interview Room	100 s.f.
1.04 Licensing Room	100 s.f.
	Subtotal: 200 s.f.
<b>2 . Dispatch Center</b>	
2.01 Dispatch Center	720 s.f.
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2.03 Break Room (shared with EOC)	240 s.f.
2.04 Male Restroom	170 s.f.
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3.02 Records Archive	300 s.f.
3.03 Central Photocopy	60 s.f.
3.04 Supply Storage	25 s.f.
	Subtotal: 625 s.f.
<b>4 . Training Room - shared with fire department</b>	
4.01 Training Room	800 s.f.
4.02 Supply Storage x 2	100 s.f.
4.03 Furniture Storage	100 s.f.
4.04 Unisex Restroom	65 s.f.
	Subtotal: 1065 s.f.
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**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

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Subtotal:	1145 s.f.
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<b>9 . Future Special Patrol Facilities</b>	
9.01 Future Office	120 s.f.
Subtotal:	120 s.f.
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10.07 Lieutenant's Office	150 s.f.
Subtotal:	1125 s.f.
<b>11 . Department Administration</b>	
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11.02 Finance Clerk's Office	120 s.f.
11.03 Administrative Assistant's Office	120 s.f.

**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
11.04 Reprographics/Work Area - in hall	0 s.f.
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11.06 Patrol Lieutenant's Office	150 s.f.
11.07 Administrative Lieutenant	150 s.f.
11.08 VIP's Office	150 s.f.
11.09 Chief's Secretary's Office	180 s.f.
11.10 Chief's Office	200 s.f.
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**Greenfield, MA - Public Safety Facility**  
Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
<b>15 . Prisoner Processing</b>	
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Subtotal:	1445 s.f.
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16.01 Adult Male Cells (x4)	560 s.f.
16.02 Adult Female Cells (x1)	140 s.f.
16.03 Unisex Juvenile Cell (x1)	140 s.f.
Subtotal:	840 s.f.
<b>17 . Special Response Team (SRT) Facilities</b>	
17.01 Breifing Room	200 s.f.
17.02 SRT Armory	60 s.f.
Subtotal:	260 s.f.
<b>18 . Animal Control</b>	
18.01 Animal Control Storage	100 s.f.
Subtotal:	100 s.f.
<b>19 . Building Services</b>	
19.01 Custodial Closets	25 s.f.
19.02 Facility Maintenance Storage	100 s.f.
19.03 Boiler Room	TBD s.f.
19.04 Air Handling Equipment Room	TBD s.f.
19.05 Electrical Room	TBD s.f.
19.06 Generator Room	TBD s.f.
19.07 Tel/Data Head End Room	TBD s.f.
19.08 Tel/Data Distribution Closets	TBD s.f.
Subtotal:	125 s.f.

**Greenfield, MA - Public Safety Facility**

Space Needs Summary

Police Facility

New Programmed Area Name	Program Area
--------------------------	--------------

**Summation**

Facility net area:	13,950 s.f.
Net to gross adjustment (30%)	4,185 s.f.
<b>Facility gross area total:</b>	<b>18,135 s.f.</b>

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### 1 . Public

#### 1.01 Vestibule 0 s.f.

*included in fire department program*

##### **Security**

- free access from exterior
- emergency lockdown of inner doors
- ballistic protection in any wall interfacing staff areas

##### **Electrical**

- fire alarm annunciator panel

#### 1.02 Lobby 0 s.f.

*included in fire department program*

##### **Security**

- free access with emergency lockdown provisions
- proximity access control to secure areas
- remote release of doors from dispatch
- ballistic prot. in walls interfacing staff areas
- audio/video monitoring

##### **Furniture**

- 4 waiting chairs

##### **Casework and built-ins**

- 1 pamphlet/form rack
- 2 display cases

##### **Display**

- 1 flat panel info. monitor (future provision)

##### **Mechanical**

- do not recirculate air into staff areas

##### **Plumbing**

- 1 drinking fountain (accessible)

#### 1.03 Public Interview Room 100 s.f.

##### **Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

##### **Security**

- proximity access control
- ballistic prot. in walls interfacing staff areas
- panic device

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Public Interview Room - continued

#### **Furniture**

- 1 table w/ four chairs

#### **Equipment**

- 1 telephone

### 1.04 Licensing Room 100 s.f.

#### **Casework and built-ins**

- 6 l.f. fingerprint/form counter
- photogray backdrop for photos

#### **Furniture**

- 1 table w/ two chairs

#### **Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

#### **Plumbing**

- 1 handwash sink

#### **Security**

- proximity access control
- ballistic prot. in walls interfacing staff areas
- panic device

## 2 . Dispatch Center

### 2.01 Dispatch Center 720 s.f.

#### **Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions
- acoustic wall panels on 25% of surface

#### **Furniture**

- 4 dispatch consoles
- 6 2 drawer UC file cabinets (under counter)
- 1 computer stand (leaps)
- 2 acoustic printer enclosures
- 14 rolling file units

#### **Casework and Built-ins**

- 32 l.f. open countertop
- 8 l.f. wall shelving over files (over counter)
- 8 l.f. upper cabinets (over counter)

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Dispatch Center - continued

#### Equipment

- 1 leaps computer (@ counter)
- 1 access control computer (on casework)
- 4 printers (on casework)
- 1 fax machine (on casework)
- 1 logging recorder
- 1 photocopy machine
- 1 scanner (on casework)
- central vacuum system
- note: equipment per console as indicated below:

#### Console #1

- 2 fire alarm monitor(s)
- 2 911 monitor(s)
- 1 radio monitor
- 3 In-house computer monitor(s)
- 1 security monitor
- 1 intercom
- 1 telephone

#### Console #2

- 2 fire alarm monitor(s)
- 2 911 monitor(s)
- 1 radio monitor
- 3 In-house computer monitor(s)
- 1 security monitor
- 1 intercom
- 1 telephone

#### Console #3 - supervisor

- 1 fire alarm monitor(s)
- 2 911 monitor(s)
- 1 radio monitor
- 2 In-house computer monitor(s)
- 1 security monitor
- 1 intercom
- 1 telephone

#### Console #3 - supervisor

- 1 fire alarm monitor(s)
- 2 911 monitor(s)
- 1 radio monitor
- 3 In-house computer monitor(s)
- 1 security monitor
- 1 intercom
- 1 telephone

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Dispatch Center - continued

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#### Equipment not in consoles

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- 2 back-up portable base station radios
- 1 back-up telephone
- 1 CJIS printer
- 1 security computer
- 1 911 printer
- 1 fax/copy

#### Display

- 2 large wall map(s)
- 1 large flat screen monitor
- 3 large flat screen perimeter security monitors
- 1 flat screen television monitor
- 1 4'x8' marker board

#### Mechanical

- dedicated hvac system

#### Electrical

- all systems on ups and emer. generator
- indirect lighting with multilevel control
- dimmable lights over each console

#### Security

- proximity access control
- ballistic prot. in walls interfacing public areas
- 2-hour fire separation
- ballistic win. to lobby w/ natural voice trans.
- ballistic deal tray to lobby

---

### 2.02 Dispatch Supervisor's Office

140 s.f.

#### Acoustics

- partitions to extend to underside of structure
- sound batt insulation in stud partitions

#### Furniture

- 1 "L" conference workstation w/ chair
- 3 2 drawer UC file cabinets (under counter)
- 2 visitor chairs

#### Casework and Built-ins

- 10 lf 24" open base counter
- 20 lf wall shelving (over counter)

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Dispatch Center - continued

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#### **Equipment**

- 1 computer (@ workstation)
- 1 telephone (@ workstation)
- 1 radio monitor
- 2 flat panel wall monitors

#### **Security**

- standard commercial lockset to dispatch
- ballistic protection in walls interfacing public areas
- 2-hour fire separation to staff areas

#### **Special**

- interior window to dispatch w/ blinds

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### 2.03 Break Room (shared with EOC) 240 s.f.

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#### **Furniture**

- 2 table(s) with four chairs each

#### **Casework and Built-ins**

- 12 lineal feet of base and upper cabinets

#### **Equipment**

- 1 refrigerator
- 1 microwave (in casework)
- 1 coffee machine (provision)
- 16 18" x 24" x 36" lockers
- 1 radio speaker
- 1 coat rack

#### **Plumbing**

- 1 double bowl sink (in casework)

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### 2.04 Male Restroom 170 s.f.

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#### **Plumbing**

- 1 Watercloset
- 1 Sink
- 1 urinal

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### 2.05 Female Restroom 170 s.f.

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#### **Plumbing**

- 2 Watercloset
- 1 Sink

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### **2.06 Communications Equipment Room 200 s.f.**

#### **Equipment**

- 3 electronic equipment racks
- 1 network racks
- 1 security rack
- 2 admin. computers
- 24 lineal feet of 8' high plywood backboard
- 1 telephone
- 1 logging recorder
  - cable tray over racks

#### **Electrical**

- all systems on ups and emergency generator

#### **Fire Protection**

- pre-action fire suppression system

#### **Security**

- access from outside of dispatch
- proximity access control
- masonry wall construction or wire mesh in partitions
- 2 hour fire rating

## **3 . Records**

### **3.01 Records Office 240 s.f.**

#### **Furniture**

- 1 "L" workstation w/ chair
- 48 lineal feet of high-density 5 high file storage

#### **Casework and Built-ins**

- 10 lf open base cabinet
- 4 lf form cubbies (over base cabinet)
- 6 lf base cabinets

#### **Equipment**

- 1 telephone
- 1 computer
- 1 printer
- 1 fax machine

#### **Security**

- proximity access control to staff
- ballistic prot. in walls interfacing public areas
- ballistic win. to lobby w/ natural voice trans.
- ballistic deal tray to lobby

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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<b>3.02</b>	<b>Records Archive</b>	<b>300 s.f.</b>
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**Furniture**

64 4 drawer file cabinets

**Security**

- proximity access control

<b>3.03</b>	<b>Central Photocopy</b>	<b>60 s.f.</b>
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**Casework and Built-ins**

6 lf base cabinets w/ countertop

**Equipment**

1 multipurpose machine  
1 telephone(s)

**Security**

- none

<b>3.04</b>	<b>Supply Storage</b>	<b>25 s.f.</b>
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**Casework and Built-ins**

40 lineal feet of shelving on standards

<b>4 .</b>	<b>Training Room - shared with fire department</b>
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<b>4.01</b>	<b>Training Room</b>	<b>800 s.f.</b>
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**Occupants**

40

**Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

**Furniture**

20 2'x6' tables with chairs  
1 "smart" podium

**Casework and Built-ins**

16 lineal feet base cabinets

**Equipment**

1 tel/data floor boxes  
1 telephones  
1 printer (provision)

**Display**

1 4' x 12' marker board  
1 8'x8' projection screen  
1 lcd projector clg. Mtd. (provision)  
2 4'x4' tack boards

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
--------------------------	--------------

### Training Room - continued

#### Security

- proximity access control
- interlock to switch control point
- ballistic prot. in walls interfacing staff areas

<b>4.02</b>	<b>Supply Storage x 2</b>	<b>100 s.f.</b>
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#### Furniture

6 24" x 36" x 72" metal shelving

#### Security

- standard commercial lockset

<b>4.03</b>	<b>Furniture Storage</b>	<b>100 s.f.</b>
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#### Furniture

2 24" x 36" x 72" metal shelving

#### Security

- standard commercial lockset

<b>4.04</b>	<b>Unisex Restroom</b>	<b>65 s.f.</b>
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#### Plumbing

1 watercloset  
1 sink

## 5 . Patrol Facilities

<b>5.01</b>	<b>Shift Commanders' Office</b>	<b>400 s.f.</b>
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#### Furniture

6 desks

#### Equipment

6 computers  
6 telephones  
1 key control box

#### Display

1 4' x 8' marker board

#### Security

- standard commercial lockset

<b>5.02</b>	<b>Report Preparation</b>	<b>180 s.f.</b>
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#### Furniture

4 computer workstations

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
--------------------------	--------------

**Report Preparation - continued**

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**Casework and Built-ins**

- 4 lineal feet base cabinet
- 4 lineal feet form cubbies
- 4 lineal feet tall form cabinet w doors

**Display**

- 1 4' x 4' marker board

**Security**

- none

**5.03 Roll Call/Squad Room 280 s.f.**

---

**Furniture**

- 1 podium w/ network access
- 1 conference table with 12 chairs

**Equipment**

- 1 telephone
- 1 weapons clearing trap

**Display**

- 1 4'x8' marker board
- 1 6'x6' projection screen
- 1 LCD clg. Mtd. Projector (provisions for)
- 1 "Smart" board (future provision)
- 6 3'x4' tack board cabinets

**Security**

- standard commercial lockset

**5.04 Patrol Equipment Room (Jump Room) 140 s.f.**

---

**Furniture**

- 12 24" x 36" x 72" metal shelving

**Electrical**

- 2 wall mtd. charging rack
- 1 recharge for radar units

**Security**

- standard commercial lockset

**5.05 K-9 Locker 30 s.f.**

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**Casework and Built-ins**

- 36 lineal feet of shelving on standards

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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<b>5.06</b>	<b>Weapons Cleaning</b>	<b>50 s.f.</b>
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**Casework and Built-ins**

- 6 lineal feet of base cabinet with epoxy resin countertop

**Mechanical**

- exhaust for cleaning fluid

**Security**

- none

<b>5.07</b>	<b>Armory</b>	<b>65 s.f.</b>
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**Furniture**

- 2 18" x 36" x 72" - six tier metal shelving
- 6 lineal feet of long gun rack

**Security**

- proximity access control

<b>6 .</b>	<b>Court Prosecutor</b>
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<b>6.01</b>	<b>Prosecutor's Office</b>	<b>140 s.f.</b>
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**Furniture**

- 1 "L" workstation
- 2 2 drawer UC file cabinets
- 2 visitor chairs

**Casework and Built-ins**

- 8 lf open countertop (over files)
- 16 lf wall shelving (over files)

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Security**

- standard commercial lockset

<b>7 .</b>	<b>Training</b>
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<b>7.01</b>	<b>Training Office</b>	<b>140 s.f.</b>
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**Furniture**

- 1 desks
- 4 2 drawer UC file cabinets
- 2 visitor's chairs

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Training Office - continued

#### **Casework and Built-ins**

- 12 LF open countertop
- 24 LF wall shelving over files

#### **Equipment**

- 1 computers (@ workstation)
- 1 telephones (@ workstation)

#### **Display**

- 1 4' x 8' marker board (schedule)

#### **Security**

- standard commercial lockset

### 7.02 Training Storage 80 s.f.

#### **Furniture**

- 10 18" x 36" x 72" - 5 tier metal shelving
- 24 lineal feet of high-density, 5 - tier evidence storage system

#### **Security**

- standard commercial lockset

## 8 . Bicycle Patrol

### 8.01 Bike Storage 80 s.f.

#### **Equipment**

- 1 2'x 6' workbench
- 1 tool cart
- 1 bicycle stand
- 1 bicycle storage rack

#### **Security**

- standard commercial lockset

## 9 . Future Special Patrol Facilities

### 9.01 Future Office 120 s.f.

#### **Furniture**

- 1 desks
- 2 2 drawer UC file cabinets
- 2 visitor's chairs

#### **Casework and Built-ins**

- 8 LF open countertop
- 16 LF wall shelving over files

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Future Special Patrol Facilities - continued

#### Equipment

- 1 computers (@ workstation)
- 1 telephones (@ workstation)

#### Display

- 1 4' x 4' marker board

#### Security

- standard commercial lockset

## 10 . Investigative

### 10.01 Detective Squad Room 480 s.f.

#### Furniture

- 5 "L" workstation
- 5 4 drawer file cabinets
- 1 work table with 6 chairs

#### Casework and Built-ins

- 16 lf base & upper cabinets

#### Equipment

- 5 computers (@ workstation)
- 5 telephones (@ workstation)
- 1 LEAPS Computer (on casework)
- 1 network printer (on casework)
- 1 LEAPS printer (on casework)
- 1 charging station (on casework)
- 1 pistol locker (4 weapons)

#### Display

- 1 4' x 8' marker board (schedule)

#### Acoustics

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

#### Security

- standard commercial lockset

#### Accessory Areas

- coat closet

### 10.02 Interview Room 100 s.f.

#### Furniture

- 1 table w/ four chairs

#### Special

- 1 one-way window to observation

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

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**Interview Room - continued**

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**Electrical**

- 1 light switch w/ "in use" light
- 1 panic device

**Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions
- acoustic wall panels on one wall

**Security**

- standard commercial lockset
- discreet CCTV audio and video surveillance

---

**10.03 "Soff" Interview Room 110 s.f.**

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**Furniture**

- 1 table w/ four chairs

**Special**

- 1 one-way window to observation

**Electrical**

- 1 light switch w/ "in use" light
- 1 panic device

**Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions
- acoustic wall panels on one wall

**Security**

- standard commercial lockset
- discreet CCTV audio and video surveillance

**Accessory Areas**

- game/toy storage closet

---

**10.04 Video Observation Room 60 s.f.**

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**Furniture**

- 2 workstation chairs

**Casework and Built-ins**

- 6 lf open base counter

**Equipment**

- 1 computer
- 1 telephone
- 1 playback monitor
- 2 video recorders

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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**Video Observation Room - continued**

**SpecialTel/Data**

- 1 dedicated phone line

**Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

---

**10.05 Computer Crime/Media Room 145 s.f.**

**Furniture**

- 2 workstation chairs
- 2 2 drawer under counter file cabinets

**Casework and Built-ins**

- 24 lineal feet 30" open base counter
- 36 lineal feet wall shelving
- 1 24" x 18" x 36" under counter cabinet w lock

**Equipment**

- 6 computer (provisions)
- 2 telephone(s)
- 2 playback monitors
- 3 video recorders

**Security**

- proximity access control

---

**10.06 Supply/equipment Room 80 s.f.**

**Furniture**

- 8 18" x 36" x 72" - 5 tier shelving
- 1 floor safe

**Security**

- standard commercial lockset

---

**10.07 Lieutenant's Office 150 s.f.**

**Furniture**

- 1 "L" workstation w/chair
- 2 2 - drawer under counter file cabinets
- 2 visitor chairs

**Casework and Built-ins**

- 8 lf open base countertop
- 12 lf wall shelving

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Lieutenant's Office - continued

#### Equipment

- 1 computer (@ workstation)
- 1 telephone (@ workstation)

#### Acoustics

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

#### Security

- standard commercial lockset

#### Accessory Areas

- Coat closet

## 11 . Department Administration

### 11.01 Clerk's Office 120 s.f.

#### Furniture

- 1 "U" workstation(s)
- 4 3 - drawer file cabinets
- 1 typewriter stand

#### Equipment

- 1 computer
- 1 telephone
- 1 typewriter

#### Security

- standard commercial lockset

### 11.02 Finance Clerk's Office 120 s.f.

#### Furniture

- 1 "U" workstations
- 2 3 drawer file cabinets
- 2 visitor chairs

#### Equipment

- 1 computer
- 1 telephone

#### Security

- standard commercial lockset

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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<b>11.03 Administrative Assistant's Office</b>	<b>120 s.f.</b>
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**Furniture**

- 2 "U" workstations
- 4 3 drawer file cabinets
- 1 typewriter stand
- 4 visitor chairs

**Equipment**

- 2 computer
- 1 printer
- 2 telephone
- 1 typewriter

**Security**

- standard commercial lockset

<b>11.04 Reprographics/Work Area - in hall</b>	<b>0 s.f.</b>
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**Casework and Built-ins**

- 4 lineal feet of base & upper cabinets

**Equipment**

- 1 multipurpose machine
- 1 paper shredder
- 1 network color laser printer (on casework)

<b>11.05 File Room</b>	<b>60 s.f.</b>
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**Furniture**

- 6 4 drawer file cabinets

**Security**

- standard commercial lockset

<b>11.06 Patrol Lieutenant's Office</b>	<b>150 s.f.</b>
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**Furniture**

- 1 "U" workstations
- 3 2 drawer undercounter file cabinets
- 2 visitor chairs

**Casework and Built-ins**

- 9 lf open countertop (over files)
- 18 lf wall shelving (over files)

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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**Patrol Lieutenant's Office - continued**

**Acoustics**

- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

**Accessory Areas**

- coat closet

---

**11.07 Administrative Lieutenant 150 s.f.**

**Furniture**

- 1 "U" workstations
- 3 2 drawer undercounter file cabinets
- 2 visitor chairs

**Casework and Built-ins**

- 9 lf open countertop (over files)
- 18 lf wall shelving (over files)

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Acoustics**

- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

**Accessory Areas**

- coat closet

---

**11.08 VIP's Office 150 s.f.**

**Furniture**

- 1 "U" workstations
- 3 2 drawer undercounter file cabinets
- 2 visitor chairs

**Casework and Built-ins**

- 9 lf open countertop (over files)
- 18 lf wall shelving (over files)

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

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**VIP's Office - continued**

**Acoustics**

- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

---

**11.09 Chief's Secretary's Office** **180 s.f.**

**Furniture**

- 2 "U" workstations
- 4 3 drawer file cabinets
- 1 typewriter stand
- 2 visitor chairs

**Equipment**

- 2 computer
- 1 printer
- 2 telephone
- 1 typewriter

**Accessory Areas**

- coat closet

**Security**

- standard commercial lockset

---

**11.09 Chief's Office** **200 s.f.**

**Furniture**

- 1 exec. desk w/ credenza
- 3 2 drawer undercounter file cabinets
- 3 visitor chairs
- 2 18" x 42" 5-high shelving

**Casework and Built-ins**

- 9 lf open countertop (over files)
- 18 lf wall shelving (over files)

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Acoustics**

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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### Chief's Office - continued

#### Accessory Areas

- coat closet

<b>11.11</b>	<b>Administrative Restroom</b>	<b>65 s.f.</b>
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#### Plumbing

- 1 watercloset
- 1 sink

#### Security

- standard commercial lockset

<b>11.12</b>	<b>Conference Room</b>	<b>280 s.f.</b>
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#### Furniture

- 1 conf. table w/ 12 chairs

#### Casework and Built-ins

- 6 lineal feet base cabinets

#### Equipment

- 1 telephone
- 1 laptop/projection provision at table
- 1 flat panel monitor

#### Acoustics

- partitions to extend to underside of structure
- sound batt insul. in stud partitions

#### Security

- standard commercial lockset

## 12 . Technical Services (IT)

<b>12.01</b>	<b>IT Storage</b>	<b>30 s.f.</b>
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#### Furniture

- 2 24" x 36" x 72" metal shelving

#### Security

- proximity access control

## 13 . Staff Facilities

<b>13.01</b>	<b>Male Restroom/shower</b>	<b>265 s.f.</b>
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#### Casework and Built-ins

- 8 lf open countertop
- 6 lf bench

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

<b>New Programmed Area Name</b>	<b>Program Area</b>
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**Male Restroom/shower - continued**

**Plumbing**

- 1 hc toilet stall
- 1 toilet stall
- 1 urinals
- 3 Sink
- 3 Shower

**Security**

- standard commercial push/pull

---

**13.02 Male Locker Room 820 s.f.**

**Equipment**

- 30 2' x 3' x 6' lockers
- 10 1.5' x 2' x 6' SRT lockers
- 10 1.5' x 2' x 6' Auxiliary Lockers
- 1 4' wet gear rack
- 1 shoe shine station

**Security**

- standard commercial push/pull

---

**13.03 Female Restroom/shower 210 s.f.**

**Casework and Built-ins**

- 5 lf open countertop
- 3 lf bench

**Plumbing**

- 1 hc toilet stall
- 1 toilet stall
- 2 Sink
- 2 Shower

**Security**

- standard commercial push/pull

---

**13.04 Female Locker Room 180 s.f.**

**Equipment**

- 10 2' x 3' x 6' lockers
- 2 1.5' x 2' x 6' SRT lockers
- 2 1.5' x 2' x 6' Auxiliary Lockers
- 1 4' wet gear rack
- 1 shoe shine station

**Security**

- standard commercial push/pull

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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<b>13.05</b>	<b>Break Room</b>	<b>180 s.f.</b>
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**Furniture**

2 table(s) with four chairs

**Casework and Built-ins**

8 lf base and upper cab.

**Equipment**

1 referigerator  
 1 microwave (in casework)  
 1 coffee machine (provision)  
 2 vending machines  
 1 dishwasher

**Plumbing**

1 double bowl sink (in casework)

<b>13.06</b>	<b>Fitness Center (Shared with Fire Department)</b>	<b>TBD s.f.</b>
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**Equipment**

- TBD

**Special**

- mirrors full height one wall

**Acoustics**

- sound batt insul. in stud partitions

**Security**

- standard commercial lockset

<b>13.07</b>	<b>Union Office</b>	<b>65 s.f.</b>
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**Furniture**

1 desk  
 2 4 drawer file cabinets  
 1 visitor chairs

**Equipment**

1 computer (@ workstation)  
 1 printer (future provision) (@ workstation)  
 1 telephone (@ workstation)

**Security**

- standard commercial lockset

<b>13.08</b>	<b>Mail Area</b>	<b>15 s.f.</b>
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**Equipment**

50 front load mailboxes

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

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**14 . Property and Evidence**

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**14.01 Evidence Laboratory 160 s.f.**

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**Casework and Built-ins**

- 18 lf base and upper cab.
- 6 lf casework "island"

**Equipment**

- 1 laboratory fume hood
- 1 drying cabinet
- 1 dusting hood
- 2 pass thru locker units to evidence storage

**Plumbing**

- 1 double bowl sink (in island)

**Accessory Area**

- drying closet

**Security**

- proximity access control

**14.02 Evidence Receiving 80 s.f.**

---

**Furniture**

- 1 computer desk w/ chair

**Casework and Built-ins**

- 5 lineal feet of base cabinet for storage of packaging materials
- 1 lineal feet of 6 - tier form cubbies

**Equipment**

- 2 pass thru locker units
- 1 refrigerated pass thru (in units above)
- 1 court officer pass through locker

**Security**

- proximity access control

**14.03 Evidence Storage 600 s.f.**

---

**Furniture**

- 14 24" x 36" x 72" metal shelving
- 84 lineal feet of high - density 5 - tier evidence storage system

**Equipment**

- 1 valuables safe
- 1 refrigerator

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
--------------------------	--------------

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**Evidence Storage - continued**

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**Plumbing**

- 1 slop sink with garbage disposal

**Security**

- proximity access control w/ "pin" keypad
- cctv monitoring

---

**14.04 Drug Storage 80 s.f.**

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**Furniture**

- 10 18" x 36" x 72" - 5 tier metal shelving
- 24 lineal feet of high-density, 5 - tier evidence storage system

**Mechanical**

100% exhaust

**Security**

- proximity access control w/ "pin" keypad
- cctv monitoring

---

**14.05 Weapons Storage 40 s.f.**

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**Furniture**

- 10 18" x 36" x 72" - 5 tier metal shelving
- 24 lineal feet of high-density, weapons storage system

**Mechanical**

100% exhaust

**Security**

- proximity access control w/ "pin" keypad
- cctv monitoring

---

**14.06 Bulk Found Property Room 500 s.f.**

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**Equipment**

- 50 lineal feet of 2-tier bike storage rack

**Security**

- overhead door with proximity access control
- proximity access control

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**15 . Prisoner Processing**

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**15.01 Sally Port (2-cruiser) 900 s.f.**

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**Plumbing**

- 1 eye wash/emergency shower

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Sally Port (2 cruiser) - continued

#### Security

- interlock all doors for one at a time operation
- cctv monitoring of interior and approach
- proximity access control in/out to Pris. Proc.
- proximity access control and remote release of OH doors from dispatch
- wire mesh partition to separate bay for vehicle processing

### 15.02 Cruiser Supply Storage 50 s.f.

#### Furniture

- 6 24" x 30" x 72" metal shelving

#### Security

- proximity access control

### 15.03 Processing Area 260 s.f.

#### Casework and Built-ins

- 1 booking control workstation
- 1 booking bench w/ cuff rail

#### Equipment

- 1 automated fingerprint machine
- 1 telephone (@ workstation)
- 1 computer (@ workstation)
- 12 property lockers
- 1 mug shot camera on mount (@ workstation)

#### Security

- proximity access control
- cctv monitoring of all areas
- panic devices throughout

### 15.04 Intoxilyzer Area 50 s.f.

#### Casework and Built-ins

- 6 lineal feet base cabinet w/ epoxy resin countertop
- 1 booking bench w/ cuff rail

#### Electrical

- 1 tel/data for intoxilyzer

#### Security

- standard commercial lockset

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name Program Area

---

**15.05 Prisoner Restroom 65 s.f.**

**Plumbing**

- 1 detention combination fixture
- 1 institutional shower head
- 1 floor drain

**Security**

- detention grade lockset

---

**15.06 Custodial Closet 20 s.f.**

**Plumbing**

- 1 mop sink

**Equipment**

- 1 mop rack

**Security**

- high security lockset

---

**15.07 Interview Room 100 s.f.**

**Furniture**

- 1 fixed table w/ four chairs

**Electrical**

- 1 light switch w/ "in use" light
- 1 panic device

**Acoustics**

- Partitions to extend to underside of structure
- Acoustic wall panels on one wall

**Security**

- high security lockset
- discreet CCTV audio and video surveillance

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**16 . Detention Facilities**

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**16.01 Adult Male Cells (x4) 560 s.f.**

**Casework and Built-ins**

- 1 32" x 17" x 18" concrete bunk

**Plumbing**

- 1 detention combination fixture

**Electrical**

- 1 detention grade light fixtures

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name

Program Area

### Adult Male Cells (x4) - continued

#### Security

- minimum 10' high ceilings
- detention grade sliding door hardware
- audio/video surveillance

### 16.02 Adult Female Cells (x1)

140 s.f.

#### Casework and Built-ins

- 1 32" x 17" x 18" concrete bunk

#### Plumbing

- 1 detention combination fixture

#### Electrical

- 1 detention grade light fixtures

#### Security

- minimum 10' high ceilings
- detention grade sliding door hardware
- audio/video surveillance

### 16.03 Unisex Juvenile Cell (x1)

140 s.f.

#### Casework and Built-ins

- 1 32" x 17" x 18" concrete bunk

#### Plumbing

- 1 detention combination fixture

#### Electrical

- 1 detention grade light fixtures

#### Security

- minimum 10' high ceilings
- detention grade sliding door hardware
- audio/video surveillance

## 17 . Special Response Team (SRT) Facilities

### 17.01 Breifing Room

200 s.f.

#### Furniture

- 1 conference table with ten chairs

#### Casework and Built-ins

- 12 lf wall shelving

**Greenfield, MA - Public Safety Facility**  
Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
--------------------------	--------------

**Briefing Room - continued**

**Display**

- 1 4' x 8' marker board
- 1 flat panel monitor

**Equipment**

- 1 computer (@ workstation)
- 1 printer (future provision) (@ workstation)
- 1 telephone (@ workstation)

**Security**

- proximity access control

**17.02 SRT Armory 60 s.f.**

**Furniture**

- 3 18" x 36" x 72" - five tier metal shelving

**Equipment**

- 8 lineal feet of long gun rack

**Security**

- proximity access control

**18 . Animal Control**

**18.01 Animal Control Storage 100 s.f.**

**Furniture**

- 6 18" x 36" x 72" - five tier metal shelving

**Equipment**

- 1 carcass freezer

**Security**

- standard commercial lockset

**19 . Building Services**

**19.01 Custodial Closets 25 s.f.**

**Plumbing**

- 1 mop sink

**Equipment**

- 1 mop rack

**Security**

- standard commercial lockset

# Greenfield, MA - Public Safety Facility

## Detail Space Requirements

Police Station

New Programmed Area Name	Program Area
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<b>19.02</b>	<b>Facility Maintenance Storage</b>	<b>100 s.f.</b>
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**Furniture**

- 10 18" x 36" x 72"- five tier metal shelving

**Security**

- standard commercial lockset

<b>19.03</b>	<b>Boiler Room</b>	<b>TBD s.f.</b>
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- Shared with Fire Department

<b>19.04</b>	<b>Air Handling Equipment Room</b>	<b>TBD s.f.</b>
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- Shared with Fire Department

<b>19.05</b>	<b>Electrical Room</b>	<b>TBD s.f.</b>
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- Shared with Fire Department

<b>19.06</b>	<b>Generator Room</b>	<b>TBD s.f.</b>
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- Shared with Fire Department

<b>19.07</b>	<b>Tel/Data Head End Room</b>	<b>TBD s.f.</b>
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- Shared with Fire Department

<b>19.08</b>	<b>Tel/Data Distribution Closets</b>	<b>TBD s.f.</b>
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- Shared with Fire Department



# Conceptual Budgets



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

DAVID J. PACHECO, AIA – CA, CT, DE, NJ, NY, NC, RI, VT, TN, TX  
DENNIS A. ROSS, AIA – CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VA

## **Proposed Public Safety Facility Budgeting Greenfield, MA November 21, 2012**

### **Budgets**

The current hard cost budgets for a public safety facility are conceptual in nature since they are based on a space allocation of square footage (Programs and Space Analysis) and not on quantifiable plans and documents. We use a 20% design contingency to cover the many variables and unknown conditions that exist at this time. There is also a soft cost contingency of 5% for the same reasons of unknown and variable conditions. The Owner's contingency in the budget is a typical amount held by the Owner for unknown conditions and changes that may arise during the construction phase of a project.

These numbers reflect project costs and are adjusted for the Greenfield geographic area and current marketplace conditions. We have added an escalation amount for construction based on a probable start date of March 2014. This date gives the Town time to hire a design team, generate the work and budgets needed for a successful Town Meeting and positive vote, final plans, bid specifications and a bidding time period. A description of the quality of materials and types of systems PRA would expect in a modern, low-maintenance, energy efficient, sustainable and long-lasting facility are illustrated below.

PRA is pleased to help the Town in its efforts to conceptually estimate probable costs for a new public safety facility. We have defined some basic parameters to develop meaningful cost data. The following set of guidelines will characterize the quality, scope and systems that define the building and site for conceptual budgeting.

We assume a commercial quality materials and systems for the hard costs. This level of materials and systems includes architectural, structural, mechanical, electrical, plumbing, fire protection, specialty systems and typical site work. We also assume the building will be well insulated, environmentally responsible and energy efficient. We have included the LEED program initiatives into the budget as a specific line item.

In the case of emergency services facilities, many specialty items are best considered as soft costs. For example, building contractors are not generally familiar with fume exhaust systems, gear lockers, police specialty equipment, EOC communications, etc. If these items are considered hard costs, contractor mark-ups may be extreme in order to cover labor costs, the costs for the use of a specialty subcontractor and add-ons for unknown conditions. It is generally more cost-effective to move these types of purchases and installation into a soft cost budget to avoid extreme overhead and mark-up.

In order to develop a meaningful set of budget guidelines, we must establish the criteria necessary for a high-use, building classified by the International Building Code as an "essential services facility". The State of Massachusetts has adopted the International Building Code and implemented these requirements. These code requirements include criteria for structural and building systems that are more rigorous than normal buildings. During natural or man-made emergencies, it is these essential structures (hospitals, police, fire, EOC, PSAP and EMS facilities) that must remain open and operational.

These budget guidelines assume a stand alone building with all of the spaces described in four Programs and Space Analyses. This facility will require apparatus bays and the specialized support spaces that serve the bays and emergency operations including a training tower with active training. We assume that the PSAP will adhere to the security and redundancy (power etc.) requirements of NFPA 1221. In addition to the building budget, the site budget must take into account cut/fill, utilities, drainage, parking, access, walks, drives, landscaping, site features, special conditions and other amenities.

**Building Materials and Systems Hard Costs** – This represents a building with a 50 – 75-year lifespan constructed from materials and systems that are of good commercial quality, durable, low-maintenance, energy efficient, befitting of municipal architecture with a minimum code construction type of II-B (non-combustible). The entire facility will have a structural steel frame with an exterior infill of masonry. Masonry includes brick and/or limestone and architectural concrete masonry units (CMU) on all the elevations.

Interior bay support spaces are to be fabricated of common CMU. All bay and bay support spaces, sally port, evidence storage, weapons etc. represent highly durable materials and finishes such as CMU, cement board, epoxy paint, metal doors, commercial grade hardware, polished concrete floors etc. The apparatus bay floor slabs are 8” thick high strength concrete with a minimum 12” sub-base of engineered fill to handle the concentrated loads of modern apparatus. All other slabs on grade are 4” or 5” concrete with a 6” sub-base of engineered fill. Exact subsurface geotechnical conditions will affect the final designs of all foundations, piers, slabs and costs due to unusual or problematic conditions. Second floor slabs are concrete on metal deck supported by structural steel and/or load bearing walls.

The fire station portion of the facility will consist of a one story bay “box” structure approximately 24’ high to accommodate the apparatus. Within this structure will be bay support spaces such as work room, air room, DeCon facilities, etc. with a mezzanine over them. The non-bay portion of the building will be a two story structure with structural floor system, minimum of two stairs, lobbies, elevator and mechanical/electrical space.

High levels of insulation are employed throughout the facility including the foundation. Design measures to control air infiltration and moisture penetration are standard throughout. Roofing materials consist of heavy-gauge metal, EPDM membrane, high-quality architectural shingles or raised metal.

Apparatus bays, bay support spaces, cells, sally port are designed and built as state-of-the-art facilities with very durable finishes and security requirements. They should be furnished with various levels of lighting, hose reels, electrical and air drops, durable and easy-to-maintain finishes, and well-insulated overhead doors. Apparatus bay and sally port slabs are sloped to trench drains are connected to an in-ground oil/water separator. Special epoxy floor coatings or colored polished concrete for slip-resistance ease of maintenance are utilized.

In the interior, high-quality metal and solid core wood doors as well as heavy-duty commercial grade hardware, are employed. Windows are low E, double pane glass with commercial grade metal frames with an anodized or “Kynar” coated exterior and metal or wood interior finish. Exterior person and overhead garage doors utilize high insulation levels and weather stripping. Typical interiors include painted CMU or sheetrock; suspended acoustical ceilings; vinyl, ceramic, and quarry tile flooring; custom cabinets; millwork; solid surfacing, wainscoting and carpet in specific areas. Bathrooms are completely tiled floor and walls with partitions, mirrors, counters, and accessories selected for durability, ease of maintenance, and aesthetics. Kitchens are designed for heavy use, durability and commercial grade kitchen equipment.

Decontamination facilities, cells, specialized police areas using sinks, showers, counter tops and hook-ups must be included as well as a wide range of EOC and PSAP support functions. When completed, the building and site must meet applicable building codes and Americans with Disabilities Act (ADA) requirements. In addition, the facility should reflect the latest NFPA recommendations and other regulatory agency and governing regulations.

**Infrastructure** – Plumbing includes underground supply and waste output lines, commercial-grade bathroom and kitchen fixtures, commercial grade hose reels, hose bibs, air piping, trench drains or catch basins, an oil/water separator, grease trap, drench shower and a complete building sprinkler system. Boilers are tankless high-efficiency and water heaters are commercial grade. All hot- and cold-water piping is insulated and labeled with all interior piping made from copper. Exterior piping is either cast iron or PVC depending on building code requirements.

The heating system for the apparatus bays will be in-floor radiant utilizing high-efficiency tankless boilers. We propose a ductless Mitsubishi CITY MULTI VRFZ heating/Cooling system using environmentally friendly refrigerant. Miscellaneous cabinet heaters, fans, ductwork and complete temperature controls for a commercial building are included. All equipment is high efficiency and durable. The heating system and water heater will use natural gas as its fuel.

The electrical system includes an assumed 1,600 amp service sized to meet demand. We include a transfer switch and an exterior weather resistant generator, high quality interior and exterior lighting fixtures and all wiring and controls necessary for a modern facility. Additionally, spare conduits, extra panel capacity, and a complete fire alarm system are included. Empty conduit and boxes for telephone, cable and data are included. Also, boxes, conduits, raceways and trays are provided for all electrical high and low voltage systems.

**Site Work Hard Costs** – The site is assumed to be a buildable site with no hazardous waste, soil or drainage problems. Excavation, clearing and grubbing, cut/fill, rough and fine grading are included. Clean fill and sub base are installed to rigorous requirements for placement and compaction.

Materials are heavy-duty asphalt or concrete for all apparatus drives, regular duty asphalt for automobiles, concrete walks and three to five foot wide concrete aprons at the bays with bollards installed at each bay door. Pipe, and basins or retention facilities are designed as required for drainage. Amenities such as signage, flagpoles, transformer, exterior building lights, seeding, and basic landscaping are included. Extension of utilities, site lighting, fire hydrants and simple fencing (around dumpsters) are included in the site development. Concrete pads for the exterior generator, HVAC equipment, dumpster and other miscellaneous pads, walks, etc. are included.

**Cost Per Square Foot** – Based on the above description, we can conceptually estimate probable hard cost per square foot (sq. ft.). Due to numerous variables we utilize a design contingency at this conceptual phase. The design contingency accounts for the fact that there is no actual design or drawings to estimate and many unknown conditions exist. As design proceeds, this contingency comes down in size as more and more information becomes available. The construction contingency is for the Owner to utilize during the construction period for unknown conditions, change orders and Owner initiated changes.

This building project will be publically bid under MA bidding laws using wage rate labor and then built by a single commercial (not residential) general contractor utilizing subcontractors and vendors. The contractor must be fully bonded with both Material and Payment Bonds and carry all Client mandated insurance coverage. In addition the contractor and subcontractors must meet all minimum licensing, proficiency and other county/state requirements for commercial construction. We do not assume winter conditions, delays or other potential extraordinary costs. The hard costs are in today's dollars adjusted for Greenfield, MA marketplace conditions. We account for escalation and a construction start of March 2015. The total facility will be approximately 44,000 sq. ft. as shown in the Space Analyses.

**Greenfield, MA Proposed Public Safety Facility**  
**Total Project Conceptual Budget**  
11/21/12  
Revised 7/24/13

	CATEGORIES	Budget	Actual Cost	Under (Over)
	<b>LAND/GENERAL</b>			
1	LAND ACQUISITION**	\$ -	\$ -	\$ -
2	TOPOGRAPHIC SURVEY	\$ 10,000	\$ -	\$ 10,000
3	GEOTECHNICAL BORINGS AND REPORT	\$ 15,000	\$ -	\$ 15,000
4	HAZARDOUS MATERIALS REPORT	\$ 20,000	\$ -	\$ 20,000
5	HAZARDOUS MATERIALS ABATEMENT**	\$ -	\$ -	\$ -
6	DEMOLITION**	\$ -	\$ -	\$ -
	<b>Subtotal Land/General</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ 45,000</b>
	<b>PROFESSIONAL FEES</b>			
7	ARCHITECT/ENGINEERS (Includes LEED Services)	\$ 950,000	\$ -	\$ 950,000
8	CIVIL ENGINEERING FOR REGULATORY APPROVALS	\$ 60,000	\$ -	\$ 60,000
9	CONTRACT DOCUMENT ESTIMATE	\$ 30,000	\$ -	\$ 30,000
10	LEGAL FEES	\$ 50,000	\$ -	\$ 50,000
11	TESTING AGENCY SERVICES - During Construction	\$ 60,000	\$ -	\$ 60,000
12	OWNER'S ALL RISK CONSTRUCTION INSURANCE	\$ 15,000	\$ -	\$ 15,000
13	OWNER'S PROJECT MANAGER (OPM)	\$ 250,000	\$ -	\$ 250,000
	<b>Subtotal Fees</b>	<b>\$ 1,415,000</b>	<b>\$ -</b>	<b>\$ 1,415,000</b>
	<b>MISCELLANEOUS ITEMS</b>			
14	KITCHEN APPLIANCES - Refrigerators, Stoves, etc.	\$ 45,000	\$ -	\$ 45,000
15	A/V, COMPUTERS, PHONES, DOOR SECURITY, ANTENNAS	\$ 200,000	\$ -	\$ 200,000
16	FURNISHINGS, FIXTURES & EQUIPMENT (FF & E)	\$ 150,000	\$ -	\$ 150,000
17	EXERCISE EQUIPMENT	\$ 35,000	\$ -	\$ 35,000
18	GENERATOR - Part of Construction Cost	\$ -	\$ -	\$ -
19	FUME EXHAUST SYSTEM - 8 Drops	\$ 72,000	\$ -	\$ 72,000
20	FIREMATIC EQUIPMENT - Lockers, Racks, Compressor, Etc.	\$ 50,000	\$ -	\$ 50,000
21	POLICE EQUIPMENT - Lockers, Evidence, Etc.	\$ 50,000	\$ -	\$ 50,000
22	EOC EQUIPMENT - TV, Computers, Communications, Etc.	\$ 50,000	\$ -	\$ 50,000
23	PSAP EQUIPMENT - Computers, Racks, Break Room, Etc.	\$ 50,000	\$ -	\$ 50,000
	<b>Subtotal Miscellaneous</b>	<b>\$ 702,000</b>	<b>\$ -</b>	<b>\$ 702,000</b>
	<b>CONSTRUCTION BUDGET</b>			
24	CONCEPTUAL CONSTRUCTION HARD COSTS - Fire	\$ 6,792,000	\$ -	\$ 6,792,000
25	CONCEPTUAL CONST. HARD COSTS - Police @ \$300/sf	\$ 4,948,500	\$ -	\$ 4,948,500
26	CONCEPTUAL CONST. HARD COSTS - PSAP @ \$300/sf	\$ 492,000	\$ -	\$ 492,000
27	CONCEPTUAL CONSTRUCTION HARD COSTS -EOC	\$ 641,000	\$ -	\$ 641,000
28	LEED CONSTRUCTION CONCEPTS	\$ 250,000	\$ -	\$ 250,000
29	OWNER'S CONTINGENCY DURING CONSTRUCTION - 5%	\$ 643,675	\$ -	\$ 643,675
30	ESCALATION - Start March 2015	\$ 51,494	\$ -	\$ 51,494
31	PERMITS - Assumes the Town Will Not Charge Itself	\$ -	\$ -	\$ -
	<b>Subtotal Construction Costs</b>	<b>\$ 13,818,669</b>	<b>\$ -</b>	<b>\$ 13,818,669</b>
	<b>Subtotal Soft Costs</b>	<b>\$ 2,162,000</b>	<b>\$ -</b>	<b>\$ 2,162,000</b>
	<b>Total Project Cost Contingency @ 5%</b>	<b>\$ 799,033</b>	<b>\$ -</b>	<b>\$ 799,033</b>
	<b>TOTAL BUDGET</b>	<b>\$ 16,779,702</b>	<b>\$ -</b>	<b>\$ 16,779,702</b>
	**These categories cannot be figured until a site is selected			

**Town of Greenfield, MA**  
**Fire Department**  
**Conceptual Construction Budget 9/27/12**  
**Revised Based on 10/12/12/ Meeting**

Description					
Cost Category	Area		\$ Cost / SF		Total

All Spaces					
1 Basic Space	13,852	SF @	\$ 220.00	=	3,047,468
2 Standard Space	9,180	SF @	\$ 250.00	=	2,294,883
3 Premium Space	1,155	SF @	\$ 275.00	=	317,625
Subtotal	24,187	SF	\$ 234.01		5,659,976

Subtotal Sq. Ft. 24,187 SF  5,659,976

\*\*Site Work - Included in Sq Ft Costs 0

Design Contingency @ 20% 1,131,995

**TOTAL** 6,791,971

Average Cost per Square Foot \$ 280.81

Construction Escalation to March 2015 \$ -  
TBD as Soft Cost

**Notes:**

This is a conceptual Hard Cost estimate and assumes a publicly bid, wage rate new construction project including site work in Greenfield, MA current date. Soft Costs such as demolition, Fixtures, Furniture and Equipment (FF&E), professional fees, land, testing fees and insurance are not included. The project will strive for LEED certified or higher. Basis of estimate is weighted per sq. ft. costs. Contingency accounts for what cannot be reasonably known at this stage of design.

The Town will be subject to its own regulatory requirements such as zoning & planning.

All major utilities are at or very near the site and the building will be fully sprinklered.

**Cost Categories:** **1** Basic level of finish **2**. Office level of finish including HVAC and electric **3**. Highest level of finish including HVAC, plumbing and electric. Hybrid levels of finish are subjective.

\*\*Sites are unknown at this time, therefore the design contingency allows for possibility of extreme site work.

Portions of the second floor may reside over the police or EOC.

**Town of Greenfield, MA**  
**EOC**  
**Conceptual Construction Budget 10/4/12**

Description	Area		\$ Cost / SF		Total
Cost Category					

All Spaces					
1 Basic Space	166	SF @	\$ 225.00	=	\$ 37,350.00
2 Standard Space	1,009	SF @	\$ 275.00	=	\$ 277,530.00
3 Premium Space	850	SF @	\$ 315.00	=	\$ 267,750.00
	0	SF @	\$ -	=	\$ -
			\$ -	=	\$ -
<b>Subtotals</b>	<b>2,025 SF</b>		<b>\$ 287.69</b>		<b>\$ 582,630.00</b>

<b>SUBTOTALS</b>	<b>2,025 SF</b>		<b>\$ 582,630.00</b>
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**Design Contingency @ 10% \$ 58,263.00**

**TOTAL \$ 640,893.00**

**Average Cost per Square Foot \$ 316.46**

**Construction Escalation to March 2015 \$ -**  
**TBD as Soft Cost**

**Notes:**

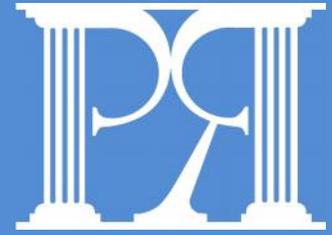
This is a conceptual Hard Cost estimate and assumes a publicly bid, wage rate new construction project including site work in Greenfield, MA current date. Soft Costs such as demolition, Fixtures, Furniture and Equipment (FF&E), professional fees, land, testing fees and insurance are not included. The project will strive for LEED certified or higher. Basis of estimate is weighted per sq. ft. costs. Contingency accounts for what cannot be reasonably known at this stage of design.

The Town will be subject to its own regulatory requirements such as zoning & planning.

All major utilities are at or very near the site and the building will be fully sprinklered.

**Cost Categories:** 1 Basic level of finish 2. Office level of finish including HVAC and electric 3. Highest level of finish including HVAC, plumbing and electric. Hybrid levels of finish are subjective.

\*\*Sites are unknown at this time, however the EOC is part of the larger project that accounts for site work. Portions of the second floor may reside over the police or EOC.



# Site Location Analysis



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

DAVID J. PACHECO, AIA – CA, DE, NJ, NY, NC, RI, TN, VT, TX  
DENNIS A. ROSS, AIA – CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VA

## Public Safety Facility Site Location Analysis

### Land/Site Issues – Part 1

Greenfield, MA

11/21/12

### Definitions

**Size and Shape:** The Programs and Space Analyses address the major functions of the Public Safety Facility; Fire Headquarters, Police Station, Emergency Operations Center (EOC) and Public Service Answering Point (PSAP). PRA assumes a two-story building will be needed. The various programs indicate the following requirements:

- Fire Station – 24, 187 sq. ft.
- Police Station – 16,495 sq. ft.
- EOC – 2,025 sq. ft.
- PSAP – 1,640 sq. ft.
- **Total Facility – 44,347 square feet**

For a fire station that requires five front line apparatus doors, aprons, parking, drives and ancillary spaces, a potential site must respond with a viable shape. The police station requires sally port(s), police car parking, public access and ancillary spaces so a potential site must also be viable in shape and size. All uses will share public parking, walks, drives and open area. A large site may be of such irregular shape that the amount of usable area is greatly reduced. A small site with a rectangular shape in the dimensions that layouts well may be more desirable.

**Road Frontage and Access:** Public safety buildings require adequate road frontage for fire and ambulance apparatus, police cruisers, staff and public egress and entry into the site. For safety reasons, it is best to separate apparatus response drives from any staff, police or public automobile usage. 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 responders and fire apparatus to effectively arrive and leave the site in a safe, efficient manner and for the public to do the same.

**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 higher or lower 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, others may require extensive quantities of earth to be imported or exported to render the site usable. Severe grades that preclude ingress/egress without extensive work will receive a low score or may be rejected if, in our opinion, grading cannot be made workable.

**Accessibility:** Accessibility of the site takes into account the ability of apparatus to leave the site quickly regardless of traffic patterns, congestion, or natural disasters that may close railroad crossings or bridges. While this category applies to police cruisers also, they are more maneuverable and usually have more choices in driving patterns than large response apparatus. 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 assesses the availability of adequate electrical and water service, sanitary sewer, natural gas service, telephone and cable at or very near the site. We do not evaluate the capacity of the utilities at the site for this report, just their presence. The rating can be downgraded if a particular utility is found to be inadequate.

**Drainage:** This category evaluates potential problems associated with storm water drainage. It includes topography and runoff, 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 or adequately store the water on the site. The existence of storm sewer or surface drainage facilities (ditch, swale, etc.) are taken into account. The proposed firematic and police usage usually results in large quantities of impermeable surfaces and how this will impact the site's drainage characteristics is reviewed.

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

**Reuse/Repurpose:** This category addresses sites that have building(s) or site features that have the potential to be reutilized. We do not judge asbestos abatement or potential hazardous waste remediation, just the possibility that all or part of existing building(s) or sites can be renovated. We also consider the relative location of a building on a site to judge if its position makes sense in the site utilization. Our evaluation is based on an exterior observation of the quality of the structure.

**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 only and does not include preparing a site for construction. Site demolition may include concrete pads, paving, site drainage structures or similar features. This evaluation is independent of the Reuse/Repurpose review.

**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 known 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, FEMA assistance, 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.



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

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

## Public Safety Facility Site Location Analysis

### Building Issues – Part 2

Greenfield, MA

11/21/12

Definitions

**Traffic Separation:** Ingress/egress and moving on and off the site; It is extremely important that pedestrians, fire apparatus, 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 in to account possible traffic movement both on and around the immediate vicinity of the site.

**Parking:** We evaluate the ability of staff and public vehicles arriving at the site to safely get into the site, park and access the facility without crossing the path of moving apparatus. First responder parking for the volunteers should be accessible to the apparatus bays. Public parking should have a clear entrance from the street with its own driveway. For both police and civilian staff, parking should be accessible to the secure staff entrance. Public parking should be near the main entrance of the facility to facilitate ADA access requirements and minimize unnecessary driving around on site.

**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.

**Build-ability:** This category is a subjective evaluation by PRA of the potential to build a public safety facility (that meets the program) on the site. In the case of building on a site with existing facilities, the ability to maintain operation of the existing facility during construction is considered. We envision how well the site will lend itself to the programmed facility and how the site will accommodate the staging and activities of construction.

**Land Available 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, locations for memorials, additional training needs, additional evidence storage, additional police cruisers 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 current and possible future space needs.

**Response Time to Potential Events:** This is a subjective judgment based on anecdotal information and opinions provided by the Town and Fire Department. Traffic patterns and the general locations of calls are considered regarding the convenience and time required to get from the proposed parcels to potential events. This is a subjective look at the available information and not the result of in-depth analysis such as response time mapping.

**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. Police and public drivers on the street need good visibility to ingress and egress safety. In addition, a public safety facility should have good visibility and openness to permit PSAP and EOC compliance to NFPA 1221 safety recommendations and also to dissuade potential security breeches.

**Acquisition Cost:** This category reflects the assessed value for each parcel and does not represent a sale price or market value. The higher the comparative value of a parcel to its counterparts, the lower the relative score. Higher assessed value is assumed to beget a higher sale price and therefore negatively affect the overall budget.

**Potential Negative Reaction:** Anecdotal information from the Town and its various Departments provide their opinion of the probable level of objections to be raised by neighbors, advocacy groups or other 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.

# Greenfield Public Safety Project

## Land/Site Issues - Part 1

11/9/12

Site No.	Site Name	Zoning Map Designation	Lot Size	Size and Shape	Road Frontage & Access	Topography Cut/Fill	Accessibility	Utilities	Drainage	Detrimental Natural Features	Reuse/Repurpose	Demolition Hazards	Underground Waste/Hazardous Materials	Land/Site Points	Initial Rank
1	Lunt Silversmith	95-1-UTB	10.6 AC	10	10	10	10	10	10	7	1	5	83	1	
2	Holy Trinity Church/School	80-7-0	1.65 AC	5	9	7	9	10	10	4	1	5	70	4	
3	Holy Trinity Church/School	80-6-0	1.06 AC	3	8	9	8	10	10	4	1	5	68	5	
4	Lorenz Donald	105-7-0	3.07 AC	8	10	10	10	10	10	1	1	5	75	3	
5	Friendly's	104-56-0	0.79 AC	0									0	X	
6	Existing Fire Station & Parking Lots	Tax Map 56 Lot 2 **	1.73+/- AC	6	8	8	7	10	10	10	5	1	5	70	4
7	Sites 2 & 3 Combined	80-7-0 & 80-6-0	2.71 AC	7	10	9	10	10	10	4	1	5	76	2	
Notes: ** Approximate size interpolated from tax map, excludes library															

**Rating: 10 = Highest**

**1 = Lowest**

**0 = Do Not Use Site**

**Greenfield Public Safety Project**  
**Building Issues - Part 2**  
**11/9/12**

Site No.	Site Name	Zoning Map Designation	Lot Size	Starting Rank	Traffic Separation	Parking	Ease of Apparatus Exiting/Return	Safety/Security	Build-Ability	Land Available Around Building	Response Time to Potential Event	Acquisition Cost **	Potential Negative Reaction	Police/Firematic Points	Total Points	Final Rank
1	Lunt Silversmith	95-1-UTB	10.6 AC	1	10	10	10	10	8	10	10	3	5	76	159	1
2	Holy Trinity Church/School	80-7-0	1.65 AC	4	8	7	7	6	7	5	10	2	5	57	127	5
3	Holy Trinity Church/School	80-6-0	1.06 AC	5	6	5	5	6	6	4	10	7	5	54	122	6
4	Lorenz Donald	105-7-0	3.07 AC	3	10	7	9	8	10	7	10	6	5	72	147	2
5	Friendly's	104-56-0	0.79 AC	X										0	0	
6	Existing Fire Station & Parking Lots	Tax Map 56 Lot 2	1.73+/- AC	4	5	5	5	5	6	4	10	10	10	60	130	4
7	Sites 2 & 3 Combined	80-7-0 & 80-6-0	2.71 AC	2	10	9	9	9	9	6	10	1	5	68	144	3
	Notes: ** This category based on property and building assessed value - not sale price															

**Rating: 10 = Highest**  
**1 = Lowest**  
**0 = Do Not Use Site**



056

052

057

051

PARK STREET

FRANKLIN STREET

MAIN STREET

FEDERAL ST

FEDERAL STREET

37

39

1

2

4

6

7

32A

32

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**Existing Fire Station and Parking Lots**



Site One



Site One



Site One



NO  
PARKING

Site One



Site One



HOLY TRINITY  
CATHOLIC SCHOOL

Site Two



Site Two



Site Two



Site



Site Three



Site Three



Site Three



Site Three



Site Four



Site Four



Site Four

COMMERCIAL / FOR LEASE  
CONTACT: TOM DOYLE  
THE KINDERHOOK GROUP  
413-528-4203  
www.TKGRE.com

Site Five



TUCK PARK

Site Five



Site Six



Site Six



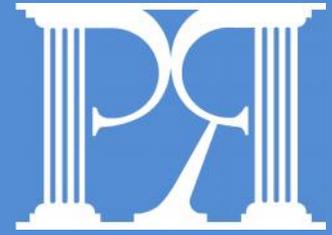
Site Six



Site Six



Site Six



# Existing Building Assessments



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

## **Proposed Public Safety Facility Existing Facilities Analysis, Codes and Sustainability Greenfield, MA November 21, 2012**

### **Existing Facilities Assessments**

In this scope of work we evaluated each department's existing building construction, physical plant and systems to determine their viability for continued service. We see this step as imperative in order to demonstrate that a structure has reached or exceeded its service life. We will incorporate existing reports and information such as the structural report for the fire station. These observations of the physical systems and infrastructure are utilized to inform us of how a building and its site can respond to selective demolition, repairs, renovations or additions.

We evaluate the Police and Fire Department's existing buildings and systems to determine their physical, viability.

- Reviewed and observed the site, building envelope, interiors, life safety and visible: structural elements (fire station only).
- Employ direct observation to review the architecture, major systems and infrastructure in order to determine their capacity for continued service life or need for renovation.
- Make recommendations from these evaluations to provide you with a professional assessment of physical plant conditions.
- This step is imperative in order to determine that the structure(s) are able to sustain selective demolition, addition(s), renovation or if they have outlived their usefulness. It's critical to address probable questions from the Town and its taxpayers concerning potential new facilities and capital outlay.

### **Codes and Regulations**

In addition to observation and recommendations, PRA reviews current codes and regulations and how they might affect renovation and/or additions to a building. The applicable codes and regulations are listed below and these are utilized (as above) to inform us of how a building and its site can respond to selective demolition, repairs, renovations or additions.

- The relevant codes and regulations such as the International Building Code (IBC), International Association of Chiefs of Police (IACP), National Fire Protection Association (NFPA) and Americans with Disabilities Act (ADA) will be reviewed in their relationship to each task.
- For example the IACP "Planning Guidelines" contain criteria for design of the police front office, patrol division, security areas and site layout and needs. These nationally accepted guidelines will help the Town plan for budget and program issues.
- PRA fire station designs incorporate elements of NFPA recommendations such as 1720 "Standards for the Organization and Deployment... by Career Fire Departments."

- We can explain the implications if the Company desires to adhere to NFPA recommendations: For example, PRA recommends adherence to NFPA 1500, Article 9.1.6...“shall prevent exposure to fire fighters and contamination of living and sleeping areas to exhaust emissions.” NIOSH/OSHA requirements call for reduction of vehicle emissions to the lowest feasible level; the quality of breathing air in fire/EMS stations.
  - NFPA guidelines such as 1221 covering the PSAP needs to be scrutinized to assess what levels of security and redundancy are needed for the operation of the answering point.
  - Fire and EMS industry guidelines such as FEMA FA-168, “Safety and Health Considerations for the Design of Fire and Emergency Medical Services Stations” will be considered for their effect on the project.
- The International Building Code (IBC) has defined public safety complexes as “**Essential Services Facilities.**” These buildings are designed, built and observed during construction to a high standard. We are adept and very familiar with the cost, schedule and design implications of these requirements.

### **Energy Efficiency and Sustainability**

PRA and the Town believe that a new municipal facility should be as green and sustainable as budget and common sense allow. There are many “off-the-shelf” technologies and equipment that are proven over time as cost-effective energy savers. Whether the facility follows the strict tenets of LEED (Leadership in Energy and Environmental Design) remains as a budget and practical question that can be answered later in the process. The budget does anticipate this process and allocates a cost for it.

- Our recommendations embrace energy efficiency through common sense design and construction techniques.
- One example is in-floor radiant heat using tankless high-efficiency boilers for apparatus bays. It uses off-the-shelf components that respect the budget, are easy to install and is cost effective for long-term usage.
- Other systems include high-efficiency HVAC systems with economizers and setback thermostats, various levels of lighting and switching, low-flow toilets and room occupancy sensors.
- Materials and products are selected for longevity, low-maintenance characteristics and local availability. Adhesives, paints and coatings are examples of no VOC (volatile organic content) materials.
- High levels of insulation and envelope tightness are standard.
- We utilize recycled content in carpet, flooring, suspended ceilings and other materials.

We recommend many of the following items as common sense, easily achievable cost-effective methods and materials to promote sustainability.

#### **Site:**

- Construction activity pollution prevention
- Low-water plantings and native species
- Light colored walks and drives where appropriate
- Local materials
- Recycled products if locally available (concrete aggregate etc.)
- Balanced cut/fill
- Re-use of existing on-site soils
- PVC in-ground piping (where applicable by code)
- Oil water separator for bay trench drains
- Grease interceptor for kitchen waste
- Environmentally friendly detention/retention for storm water
- Storm water pollution prevention

#### **Architectural:**

- Local materials
- Operable windows, thermal breaks and screens
- Dual glazed low E (second surface) high transmittance (all other surfaces) glass throughout

- Perimeter foundation insulation
- High levels of insulation (doors, walls, overhead doors, roofs)
- Weatherstripping, sealants, foam barriers, etc.
- Vapor and infiltration barriers
- Low VOC emitting materials
- Recycled content (flooring, carpet, wall-coverings, ceiling tiles, etc.)
- Storage & collection of recyclable materials
- Long-life shingles or metal roofs
- High reflectance roofing (specific geographic areas)
- Building renovation (where applicable)
- High reflectance coatings and ceiling materials
- Overhead fans in bays and living spaces

### **Mechanical and Plumbing:**

- In floor radiant heat (bays and bay support)
- High-efficiency tankless boilers
- Interior and exterior temperature sensors for bays
- HVAC economizers and zone dampers
- Programmable set-back thermostats (occupied/unoccupied modes)
- HVAC zones with controls to exceed minimum indoor air quality ventilation rates
- Fundamental refrigerant management (CFC)
- Smoke-free buildings/environmental air quality control
- High-efficiency water heaters
- Zone circulation pumps
- High efficiency pumps, circulators and motors
- Low-flow plumbing fixtures
- Flush sensors
- Automatic dishwashers
- Pipe insulation and exterior duct insulation throughout
- Energy calculations to document minimum energy performance expectations

### **Electrical:**

- High-efficiency fluorescent fixtures
- LED fixtures where available
- Occupancy sensors
- Exterior fixtures to control glare and light pollution
- Lighting timers where applicable
- Task lighting for offices
- Multiple “levels” of lighting and controls for specialty rooms (training, conference, etc.)
- Energy calculations to meet or exceed regulatory requirements



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

Date: **October 12, 2012**

Location: **Fire Station, 412 Main St.**  
**Greenfield, MA**

By: **Loren Compson**

### Site Assessment

**Station faces south**

Legend: G = Good A = Average P = Poor X = Needs Replacement
---

Lot Size: **1.18 ac**

North Adjacent Property: **Private Business**

East Adjacent Property: **Commercial Parking lot**

South Adjacent Property: **Main Street**

West Adjacent Property: **Library**

Road Frontage: **182'- includes library**

General Site Topography: **Property slopes off to the West, North & East to approximately 16' below apparatus bay finished floor**

Accessibility: **Very poor-drive with adjacent parking. Confined and safety issues with response**

Fencing:  N

Apparatus Bay Front Aprons:

Concrete:  Y      Bollards:  Y – Small corner guard type

Conditions:  A

Apparatus Bay Rear Aprons: **NOT APPLICABLE**

Front Apron to Road

Concrete:  N

Asphalt:  Y

Conditions:  P

Sidewalks:  Concrete

Condition:  G

ADA Accessible Entrances # **One** Adequate:  Y

G/C **Extension of library sidewalk to Station front door**

Firefighter and Library Personnel Parking & Access:

# of Parking Spaces **Ten**

G/C **Located rear of building**

Public Parking & Access:

# of Parking Spaces **Seven** # HDCP **Two**

Ingress/Egress FFE & EMS

Traffic Control:  N

Returning Apparatus:  Back in from within property

Existing Utilities

Storm Drainage: Municipal:  Y

Security

Site **None**

Site Recommendations for Renovations/Expansions

Existing site would accommodate a building footprint expansion of **Zero**%

Acquisition of additional land **is not possible**

**Site has too many strikes against it to support any modernization**

Site deficiencies & budgetary opinions of construction costs

**During the daytime there is a significant amount of pedestrian traffic crossing the front asphalt driveway from the paid public parking lot to the rear door of the library – many with small children – This creates a safety issue with apparatus response.**



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

Date: October 12, 2012

Location: Fire Station, 412 Main St.  
Greenfield, MA

By: Loren Compson

### Structural Survey

MAIN STRUCTURAL SYSTEM (circle as appropriate)

#### Masonry Load Bearing

Corrosion?  N

Warping?  N

Buckling?  N

Deterioration?  Y

Cracking?  Y

Drifting?  N

EXTERIOR WALL SYSTEM (circle as appropriate)

#### Masonry Block w/Veneer

Settlement?  N

Deterioration?  Y

Cracking?  N



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Date: October 12, 2012

Location: Fire Station, 412 Main St.  
Greenfield, MA

By: Loren Compson

### FOUNDATION SYSTEM (Circle as appropriate)

CMU Block       **Concrete**

Basement?       **Y**

Seepage?       **N**

Interior Drain/  
Pump?       **N**

Settlement?       **N**

Deterioration?       **Y**      Spalling, cracking

Cracking?       **Y**

### SLAB-ON-GRADE

Joints?       **Y**

Settlement?       **N**

Cracking?       **Y**

Deterioration?       **Y**

General Condition/Clarifications: \_\_\_\_\_

\_\_\_\_\_

Recommendations: \_\_\_\_\_

\_\_\_\_\_



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Date: October 12, 2012

Location: Fire Station, 412 Main St.  
Greenfield, MA

By: Loren Compson

### Building Envelope

LEGEND:  
G = Good  
A = Average  
P = Poor  
X = Needs  
Replacement

Roofs: # of Different Roofs: Several

Location: All roofs

Flat  Sloped

Type:  EPDM Shingle:  Slate

General Condition:  G -  A

Drainage:  Internal  Roof Drains

External  Gutters

Direct to:  Ground

Drainage System Condition  G

Comments: All roofs were observed from the bucket of the ladder truck. Roofs appear to be in good conditions – no additional inspections or specific notes were incurred.

Exterior Skin:

All Elevations:

Type:  Brick

Sub-structure:  Brick  CMU

General Condition Exterior Skin  A

Any Signs of Water Penetration:  N

G/C **Generally good – does not need any major repair at this time.**

Control Joints –  Lack of

Proper Flashing & Sealants:  Y

G/C **Fair - Average**

**Fascia/Soffits/Gutters/Downspouts:**

G/C **Average – some deterioration**

Windows:  Y

Type:  Wood

Style:  Double Hung

Glazing:  DBL

Weather tightness & Energy Efficiency:  A

Louvers:  Y

Type:  Steel  Aluminum

Fixed

General Condition:  A

Personnel Doors:  Y

Type:  HM  Wood

Accessories:  Weather-stripping  Sweeps

Weather Tightness & Energy Efficiency:  A -  P

Doors Operate Properly:  Y

Overhead Doors:  Y

Type:  Insulated Panel

Weather-stripping:  Y Condition:  P

Weather Tightness & Energy Efficiency:  P

G/C Visible light under several doors

G/C All Elevations No major repair requirements at this time. Age, wear and tear is evident. Major upgrades or energy efficiency techniques do not appear to be able to be done cost-effectively.

Insulation Levels and Energy Efficiency in Building Envelope:

G/C Poor – Lack of insulation. General weather tightness is poor. Lacks modern materials and techniques for day lighting, moisture and air infiltration and heat gain/loss.



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Date: October 12, 2012

Location: Fire Station, 412 Main St.  
Greenfield, MA

By: Loren Compson

### Building Interior Evaluation

Legend: G = Good A = Average P = Poor X = Needs Replacement
---

#### Apparatus Bay

# of Truck Bays 5 # that are Drive Thru Zero

# of EMS Bays Zero

Adequate side clearance  **N**

Adequate overheard clearance  **N**

Ceiling Construction:

**Concrete - Pan**  **A** **4 Bays**

Wall Construction:

**CMU – Ladder Bay**  **G**

**Brick**  **A**

Floor Construction:

**Concrete**  **A – For age**

Floor Drainage:  **Single FD**

Floors appear to pitch to drains:  **N**

Overhead Doors: Brand: Wayne Dalton

Thickness: 1 1/4"

Gen Condition:  **A**  **P - Insulation**

Operator Condition (Visual) :  A

Controls: At Door  X

Photo Eye:  Y

Manual Operation:  **Manual Push-Up**

Accessories:

Drench/Eye Wash  N

Air Hose  Y Qty1 plus air to app that needs it

Power Drops  Y

Hose Reels  Y

Truck Fill  Y

Ceiling Fans  N

Hose Dryers  **Tower**

Drinking Fountain  Y

Ice Maker  N

Vehicle Exhaust:

**Vehicle Specific**

Type  **Plymovent**

Condition:  G

Lighting (General Adequacy):  G

Night Lighting:  Y

Hose Racks:  Y

## Apparatus Bay Support

Radio Room:  Y

View of Apron:  Y View into bays:  N

Closed Circuit TV:  Y

Adjacent Bunkroom:  N

DeCon Room:  N

DeCon Laundry:  Y – located in basement

Commercial washer/extractor:  Y  G

Residential Washer:  Y

Residential Dryer:  Y

---

Work Rooms/General Storage:  
**Various locations – bump out at rear of bay, basement**

---

Toilet Rooms (Accessible from Apparatus Bays):

Quantity: 1 HDCP:  N

Shower:  N HDCP:  N

General Condition:  P

General Traffic Flow in Apparatus Bay:

**Poor – must weave around front of trucks**

### Living/Office/General Areas

Basement 1<sup>st</sup> Floor  2<sup>nd</sup> Floor  3<sup>rd</sup> Floor

Bunkrooms:

General Condition of Bunkrooms:  A

Floor Material:  VCT -9x9  P – assumed to contain asbestos

Night Lighting: Y N

Access to Apparatus Bay: **Six fire poles from various bunkrooms into bays: 2 at front of bays and 4 at rear of bays**

Men's Bathrooms/showers: **Three showers, two toilets, one urinal, two sinks**

General Condition: G A P X

HDCP Accessible: Y N

Women's Bathrooms/showers: **One shower, one toilet, one sink**

General Condition: G A P X

HDCP Accessible: **Two inch step up into room**

Day Lounge/Ready Room:

Size: **Large**

Flooring: **VCT - 9x9** **P - assumed to contain asbestos**

Contents: Chairs **X** TV **X**

Pool Table **X**

G/C **Adjacent room with large screen TV and storage**

Kitchen/Dining Area:

Kitchen size **18' x 16'**

Kitchen: **Residential**

Pantry: **N**

Dishwasher: **Residential**

Refrigerator: **Residential**

Freezer: **Residential**

Stove: **6 burner commercial US Range**

Exhaust Hood: **Residential**

Ansul System:  N

Flooring:  VCT

General Condition:  A

Training Room:  Y N

Exercise Room:  Y N

G/C **Located in basement**

---

Conference Room: Y  N

Elevator: Y  N N/A

Fallout Shelter Currently in building:  N

Does the building lend itself to creating fallout shelter space:  N

Is the building currently used as a public polling place:  N



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Date: October 12, 2012

Location: Fire Station, 412 Main St.  
Greenfield, MA

By: Loren Compson

### Life Safety/ADA Assessment

#### Site ADA

Walks: Front – ADA on grade

Ramps: Ramps

Parking:

Number of HDCP Spaces: Two

Signage:  Y

List any obvious life safety site hazards:

None

#### Apparatus Bay

ADA: No

Life Safety: OK

Egress: OK

OSHA: OK

#### All Other Rooms

ADA: No

Life Safety: OK

Egress: OK

OSHA: OK

G/C: Age, type of construction and layout do not permit cost effective upgrades for ADA compliance if major renovations are contemplated.











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

Location: 321 High St.

Date: October 12, 2012

By: Loren Compson

### Site Assessment

(Refer to Building Envelope for Site Plan)

Legend: G = Good A = Average P = Poor X = Needs Replacement
---

Lot Size: Long and skinny

North Adjacent Property: Commercial at lower elevation Availability Not likely and wrong elevation

East Adjacent Property: Steep hill Availability N/A

South Adjacent Property: Dentist office Availability Not likely

West Adjacent Property: High Street Availability N/A

General Site Topography: Property slopes upward from entrance from High Street up through parking lot – building area has been leveled from a steep cliff with land to east rising sharply and land to the west of the building sloping sharply down to High Street.

Fencing:

Fencing along eastern side of building for a kennel run entire length of building

Light Duty Pavement Areas: Parking lot

Asphalt

Condition:

Sidewalks:

**Concrete**

Condition: **A**

ADA Accessible Entrances # **One** Adequate: **Y**

Lawns & Landscaping:

G/C **Minimum due to steep slopes**

---

Police Parking & Access:

# of Parking Spaces **Plenty** # HDCP **N/A – use public**

G/C **Open “shed” (carport) structure with covered parking for 10 police vehicles. Other designated police only parking stalls**

Public Parking & Access:

# of Parking Spaces **Plenty** # HDCP **Adequate**

Ingress/Egress Police & Public

Traffic Control: **N**

Roof Drainage: **Internal drains to underground**

Security

Site **Cameras**

Building **Cameras**

Site Recommendations for Renovations/Expansions

Existing site would accommodate a building footprint expansion of **25%**

Acquisition of additional land to **N/A** would permit major/minor expansion

Site is adequate to support renovation and modernization as long as footprint is not increased



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

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

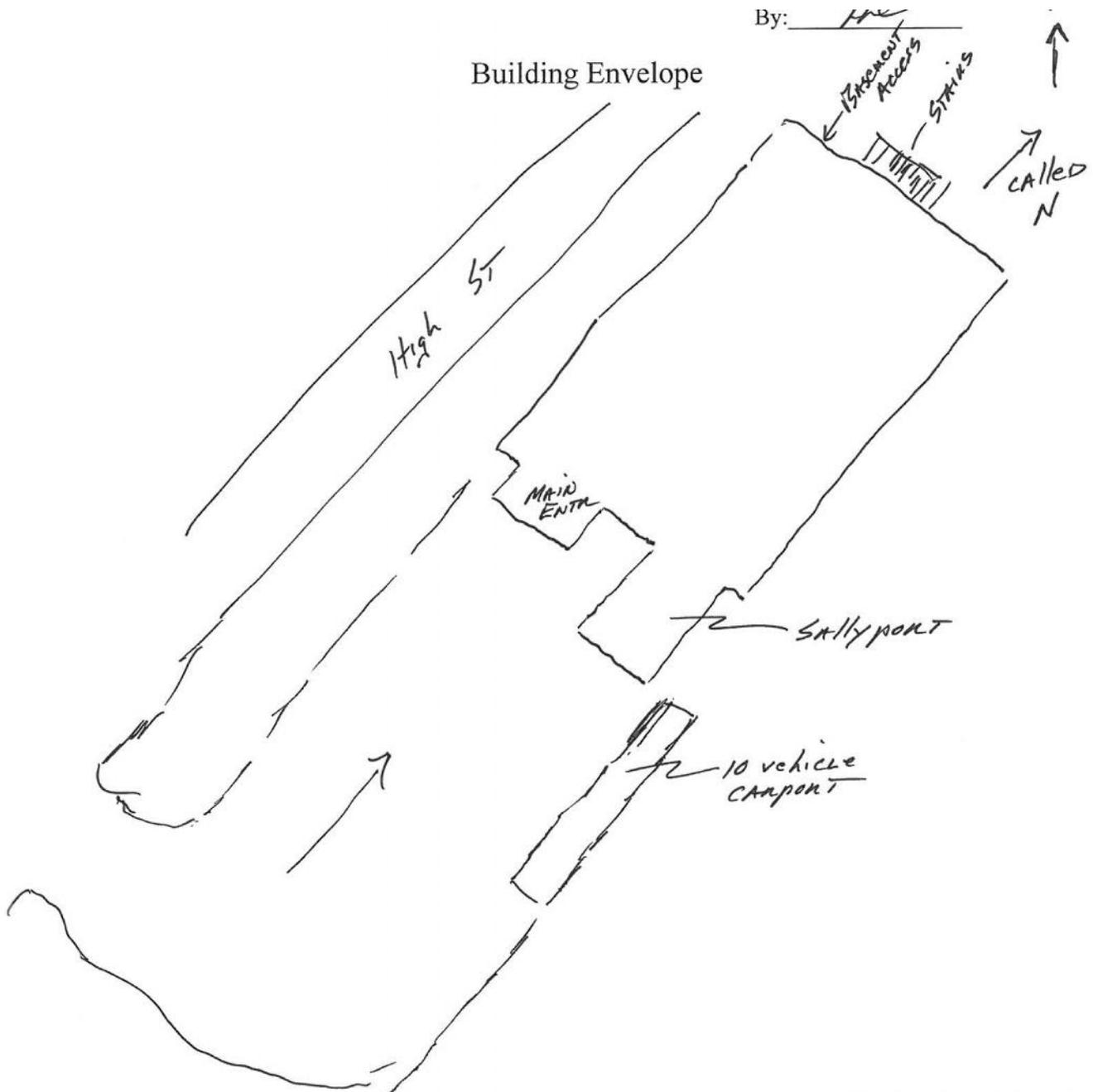
DENNIS A. ROSS, AIA – CO, CT, ME, MD, MA, MI, MO, PA, NH, NJ, NY, TN, VA

Location: 321 High St.

Date: October 12, 2012

By: Loren Compson

### Building Envelope



LEGEND:  
G = Good  
A = Average  
P = Poor  
X = Needs  
Replacement

Roofs: **New roof on building last year – no roof inspection**

Exterior Skin:

North Elevation:

Type: **Brick**

Sub-structure: **Assumed to be CMU**

General Condition Exterior Skin **G**

Any Signs of Water Penetration: **N**

Proper Flashing & Sealants: **Y**

Fascia: G/C **Good**

Windows: **Y**

Type: **Aluminum**

Style: **Fixed**

Glazing: **DBL**

Weather tightness & Energy Efficiency: **A**

Screens: **N/A**

General Condition: **G**

Personnel Doors: **Y** Type: **HM**

Exterior Skin:

East Elevation:

Type: **Brick**

Sub-structure: **Assumed to be CMU**

General Condition Exterior Skin: **G**

Any Signs of Water Penetration: **N**

Proper Flashing & Sealants: **Y**

Fascia: G/C **Good**

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Windows: **Y** N

Type: **Aluminum**

Style: **Fixed**

Glazing: **DBL**

Weather tightness & Energy Efficiency: **A**

Screens: **N/A**

General Condition: **G**

Louvers: **N**

Personnel Doors: **N**

Overhead Doors: **N**

G/C East Elevation **Faces steep embankment to East of building**

Exterior Skin:

South Elevation:

Type: **Brick** **Arch Block – Front Canopy**

Sub-structure: **Assumed to be CMU**

**Sally Port is a small metal building add-on.**

General Condition Exterior Skin: **G**

Any Signs of Water Penetration: **N**

Proper Flashing & Sealants: **Y**

Windows and Storefront: **Y**

Type: **Aluminum**

Style: **Fixed**

Glazing: **DBL**

Weather tightness & Energy Efficiency: **A**

Louvers: **N**

Personnel Doors: **Y**

Type: **Aluminum & Glass**

Accessories: **Insulated** **Weather-stripping**

**Thresholds** **Closure** **Sweeps**

Weather Tightness & Energy Efficiency **A**

Doors Operate Properly: **Y**

Overhead Doors: **Y at Sally Port**

Type: **Rolling Steel**

Weather-stripping: **N** Condition: **P**

Weather Tightness & Energy Efficiency **P**

**G/C Un-insulated but Sally Port is not normally heated.**

Exterior Skin:

West Elevation:

Type: **Brick**

Sub-structure: **Assumed to be CMU**

General Condition Exterior Skin **G**

Any Signs of Water Penetration: **N**

Proper Flashing & Sealants: **Y**

Fascia: G/C **Good**

Windows: **Y**

Type: **Aluminum**

Style: **Fixed**

Glazing: **DBL**

Weather tightness & Energy Efficiency: **A**

Screens: **N/A**

General Condition: **G**

Louvers: **N**

Personnel Doors: **N**

Overhead Doors: **N**



# PACHECO ROSS ARCHITECTS, P.C.

## EMERGENCY RESPONSE FACILITIES

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

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

Date: October 12, 2012

Location: Greenfield Police HQ, 321 High St.  
Greenfield, MA

By: Loren Compson

## Building Interior Evaluation

### General Description

The building is a former medical office building that has been converted to the police headquarters.

### Basement

Partial basement under North end of building – contains electrical and water service. Used for storage – access is only from exterior.

### Lobby

Public lobby with public bathroom separated from remainder of first floor by a secured door. Visitors must speak to PSAP dispatcher thru security window for assistance.

### Public Safety Answering Points (PSAP)

Two active stations and a station that is used as training. Area is very small and confined. Small section of kitchen wall and base cabinets with countertop, microwave, and coffee pot. PSAP dispatcher constantly has to deal with visitors to the building.

### Emergency Operations Center/Training Room

Multi-purpose room with secured access from the public lobby and secured access from the police side.

### Offices

Six small offices along west side of building for Officers. Additional offices along north side of building including Chief's office. Firearms, sex offender registry, and parking tickets are all handled out of one small office.

### Break Room

Residential Stove and refrigerator, microwave, kitchen sink with base and wall cabinets, dining table with seating for six. Floor is VCT.

### Office Suite

Three computer workstation areas for patrol personnel to complete paperwork and reports. Fax, copier and rolling lateral file is adjacent to the area.

### Briefing Room

Small room for shift change briefings.

**Locker Room**

Very small.

**Exercises Room**

Lot of equipment in a relatively small area.

**Booking Area**

Suite area outside booking room. Suite area contains finger printing equipment.

**Cells**

Four temporary holding cells.

**Interview Room**

Adequate size with viewing window from adjacent room.

**Server Room**

Has its own split system AC unit. Room is small and congested.

**Evidence Storage Room**

Secured storage.

**Sally port**

Un-insulated metal building addition. Sally port is also being used as a storage area. Rolling steel overhead door. Floor is asphalt concrete.



# 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, VA

Date: October 12, 2012

Location: Greenfield Police HQ, 321 High St.  
Greenfield, MA

### **Life Safety/Code/ADA Assessment/ Hazardous Materials/Asbestos**

Site ADA

Walks: **OK at South Entrance**

Entries:

North: **NO** Reasons for Non-Compliance **Stairs**

South: **Yes**

Parking:

Number of HDCP Spaces: **Adequate**

Signage: **Y**



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

Location: 321 High St.

Date: October 12, 2012

By: Loren Compson

### ELECTRICAL

1. Power

A. Service Size Being a former medical building power is adequate

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Greenfield Police Department

NO PARKING  
FIRE DEPARTMENT

NO PARKING  
FIRE DEPARTMENT



A long, covered parking structure with a green metal roof and wooden posts, housing several vehicles including police cars.

A dark sedan parked in the open parking lot on the right side of the image.

A paved parking lot with white directional arrows and parking lines. The arrows point left and right, indicating traffic flow. There are also white lines marking individual parking spaces.





# Appendices

Site 1 – Lunt Silversmith

**Unofficial Property Record Card - Greenfield, MA**

**General Property Data**

Parcel ID **95 1 UTB** Account Number **0**  
Prior Parcel ID **095 --**  
Property Owner **LUNT SILVERSMITHS, INC.** Property Location **298 FEDERAL ST**  
Property Use **FACTORY**  
Mailing Address **298 FEDERAL ST** Most Recent Sale Date **11/27/2001**  
**P O BOX 1010** Legal Reference **3894-34**  
City **GREENFIELD** Grantor **ROGERS, LUNT & BOWEN COMP.**  
Mailing State **MA** Zip **01302** Sale Price **100**  
Parcel Zoning **GI** Land Area **10.598 acres**

**Current Property Assessment**

Card 1 Value	Building Value <b>690,500</b>	Xtra Features Value <b>53,400</b>	Land Value <b>0</b>	Total Value <b>743,900</b>
Total Parcel Value	Building Value <b>1,791,000</b>	Xtra Features Value <b>53,400</b>	Land Value <b>0</b>	Total Value <b>1,844,400</b>

**Building Description**

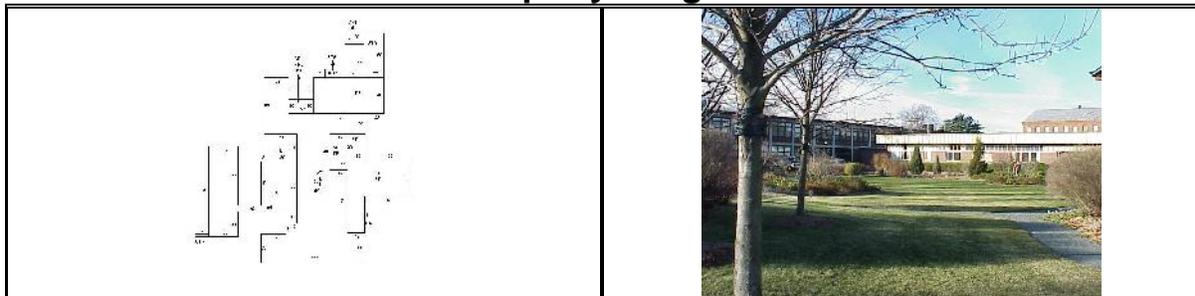
Building Style <b>CONDO-IND</b>	Foundation Type <b>BRICK/STN</b>	Flooring Type <b>HARDWOOD</b>
# of Living Units <b>1</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1850</b>	Roof Structure <b>GABLE</b>	Heating Type <b>STEAM</b>
Building Grade <b>AVERAGE</b>	Roof Cover <b>SLATE</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Average</b>	Siding <b>BRICK</b>	Air Conditioning <b>15%</b>
Finished Area (SF) <b>45377</b>	Interior Walls <b>MINIMUM</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>0</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>7</b>	# of Other Fixtures <b>36</b>

**Legal Description**

**Narrative Description of Property**

This property contains 10.598 acres of land mainly classified as FACTORY with a(n) CONDO-IND style building, built about 1850, having BRICK exterior and SLATE roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 7 half bath(s).

**Property Images**



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

## Site 2 – Holy Trinity Church/School 1

# Unofficial Property Record Card - Greenfield, MA

## General Property Data

Parcel ID	80 7 0	Account Number	
Prior Parcel ID	080 --	Property Location	10 BEACON + NO ST
Property Owner	ROMAN CATHOLIC CHURCH PAROCHIAL SCHOOL	Property Use	OTHER RELIGO
Mailing Address	BEACON + NO ST	Most Recent Sale Date	1/1/1941
		Legal Reference	N/A
City	GREENFIELD	Grantor	
Mailing State	MA	Zip	01301
Parcel Zoning	RA	Sale Price	0
		Land Area	1.647 acres

## Current Property Assessment

Card 1 Value	Building Value	Xtra Features Value	Land Value	Total Value
	2,798,200	0	148,800	2,947,000

## Building Description

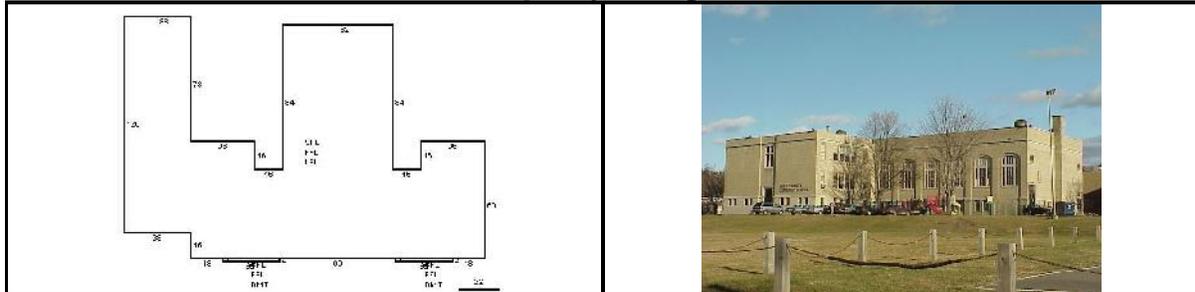
Building Style	SCHOOL	Foundation Type	CONC BLOCK	Flooring Type	ASPHL TILE
# of Living Units	1	Frame Type	WOOD	Basement Floor	N/A
Year Built	1920	Roof Structure	FLAT	Heating Type	FORCED H/A
Building Grade	AVERAGE	Roof Cover	TAR+GRAVEL	Heating Fuel	OIL
Building Condition	Fair	Siding	BRICK	Air Conditioning	0%
Finished Area (SF)	59596	Interior Walls	PLASTER	# of Bsmt Garages	0
Number Rooms	0	# of Bedrooms	0	# of Full Baths	0
# of 3/4 Baths	0	# of 1/2 Baths	6	# of Other Fixtures	24

## Legal Description

## Narrative Description of Property

This property contains 1.647 acres of land mainly classified as OTHER RELIGO with a(n) SCHOOL style building, built about 1920, having BRICK exterior and TAR+GRAVEL roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 6 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

Site 3 – Holy Trinity Church/School 2

Unofficial Property Record Card - Greenfield, MA

General Property Data

Parcel ID 80 6 0 Account Number  
Prior Parcel ID 080 --  
Property Owner ROMAN CATHOLIC CHURCH Property Location BEACON + NO ST  
PAROCHIAL SCHOOL Property Use APTS >8  
Mailing Address BEACON + NO ST Most Recent Sale Date 1/1/1941  
Legal Reference N/A  
City GREENFIELD Grantor  
Mailing State MA Zip 01301 Sale Price 0  
Parcel Zoning RA Land Area 1.062 acres

Current Property Assessment

Card 1 Value Building Value 257,600 Xtra Features Value 0 Land Value 103,000 Total Value 360,600

Building Description

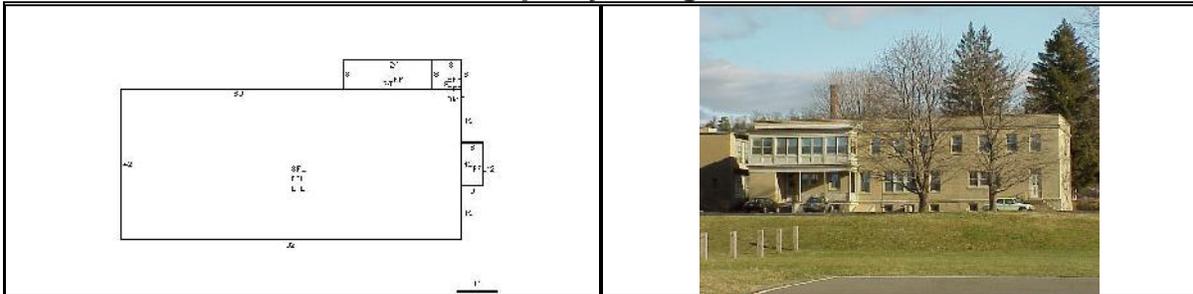
Building Style APT>8 GARDEN Foundation Type CONC BLOCK Flooring Type CARPET  
# of Living Units 1 Frame Type WOOD Basement Floor N/A  
Year Built 1920 Roof Structure GABLE Heating Type FORCED H/A  
Building Grade AVERAGE Roof Cover ASPHALT SH Heating Fuel OIL  
Building Condition Fair Siding BRICK Air Conditioning 0%  
Finished Area (SF) 11664 Interior Walls DRYWALL # of Bsmt Garages 0  
Number Rooms 0 # of Bedrooms 0 # of Full Baths 0  
# of 3/4 Baths 0 # of 1/2 Baths 4 # of Other Fixtures 8

Legal Description

Narrative Description of Property

This property contains 1.062 acres of land mainly classified as APTS >8 with a(n) APT>8 GARDEN style building, built about 1920 , having BRICK exterior and ASPHALT SH roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 4 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

Site 4 – Lorenz Donald

Unofficial Property Record Card - Greenfield, MA

General Property Data

Parcel ID 105 7 0 Account Number  
Prior Parcel ID 105 -105-5,8 -  
Property Owner LORENZ DONALD N TRUSTEE Property Location 367 FEDERAL ST  
DNL REALTY TRUST Property Use AUTO SS  
Mailing Address P O BOX 1517 Most Recent Sale Date 12/12/1997  
Legal Reference 3289/229  
City GREENFIELD Grantor LORENZ DONALD N  
Mailing State MA Zip 01302 Sale Price 1  
ParcelZoning LC Land Area 3.070 acres

Current Property Assessment

Card 1 Value Building Value 559,100 Xtra Features Value 46,000 Land Value 363,700 Total Value 968,800

Building Description

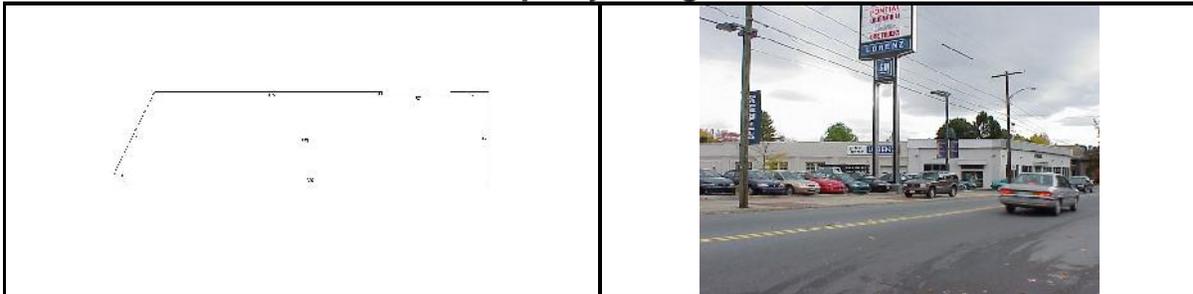
Building Style AUTO DEALR Foundation Type SLAB Flooring Type CONCRETE  
# of Living Units 1 Frame Type STEEL Basement Floor N/A  
Year Built 1920 Roof Structure FLAT Heating Type FORCED H/W  
Building Grade AVERAGE Roof Cover MEMBRANE Heating Fuel OIL  
Building Condition Good Siding CONC BLOCK Air Conditioning 20%  
Finished Area (SF) 23544 Interior Walls MINIMUM # of Bsmt Garages 0  
Number Rooms 0 # of Bedrooms 0 # of Full Baths 0  
# of 3/4 Baths 0 # of 1/2 Baths 3 # of Other Fixtures 3

Legal Description

Narrative Description of Property

This property contains 3.070 acres of land mainly classified as AUTO SS with a(n) AUTO DEALR style building, built about 1920 , having CONC BLOCK exterior and MEMBRANE roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 3 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

## Site 5 – Friendly's

# Unofficial Property Record Card - Greenfield, MA

## General Property Data

Parcel ID	104 56 0	Account Number	
Prior Parcel ID	104 --		
Property Owner	O ICE LLC REALTY INCOME CO ATTN PORTFOLIO MNGMT ATTN PORTFOLIO MNGMT	Property Location	368 FEDERAL ST
Mailing Address	PO BOX 46009	Property Use	RST/BAR
City	ESCONDIDO	Most Recent Sale Date	9/26/2007
Mailing State	CA	Legal Reference	5396-336
Zip	92046-0069	Grantor	FRIENDLYS REALTY I LLC,
Parcel Zoning	LC	Sale Price	1,112,674
		Land Area	0.790 acres

## Current Property Assessment

Card 1 Value	Building Value	Xtra Features Value	Land Value	Total Value
	477,500	26,700	121,700	625,900

## Building Description

Building Style	FAST FOOD	Foundation Type	CONCRETE	Flooring Type	CERAMIC TL
# of Living Units	1	Frame Type	WOOD	Basement Floor	CONCRETE
Year Built	1965	Roof Structure	GABLE	Heating Type	FORCED H/A
Building Grade	GOOD	Roof Cover	ASPHALT SH	Heating Fuel	GAS
Building Condition	Excellent	Siding	BRICK VENR	Air Conditioning	100%
Finished Area (SF)	2067	Interior Walls	DRYWALL	# of Bsmt Garages	0
Number Rooms	0	# of Bedrooms	0	# of Full Baths	0
# of 3/4 Baths	0	# of 1/2 Baths	2	# of Other Fixtures	2

## Legal Description

## Narrative Description of Property

This property contains 0.790 acres of land mainly classified as RST/BAR with a(n) FAST FOOD style building, built about 1965, having BRICK VENR exterior and ASPHALT SH roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 2 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.