University City Police Department Facility Analysis

Public Meeting

November 23, 2015
Agenda

- Welcome and Study Purpose (10 Minutes)
- Police Department Facility Analysis Project Overview (15 Minute Presentation, 15 Minute Q/A)
- Strengths / Weaknesses / Opportunities / Threats (SWOT) Analysis (45 Minutes)
- Wrap-Up / Next Steps (5 Minutes)
University City Police Department Analysis
Project Team

Chiodini Architects

Redstone Architects, Inc.

William Tao & Associates
Mechanical / Electrical / Plumbing / Lighting Technology

David Mason & Associates
Civil Engineering / Survey / Structural Engineering

Cooper Construction Estimating, LLC
Estimating
Public Safety - Team Representative Projects

- City of Brentwood, MO – Community Center Renovation
- City of Ladue, MO – Municipal Fire Facility Master Plan/Feasibility Study
- City of Maryland Heights, MO – Government Center and Police Headquarters
- City of Maryland Heights, MO – Maintenance Facility
- City of Bridgeton, MO – Government Center and Police Headquarters
- City of Bridgeton, MO – Maintenance Facility
- City of Columbia, MO – Government Center
- City of Woodson Terrace, MO – City Hall
- City of Clayton, MO – Council Chamber Renovation
- City of Des Peres, MO – Maintenance Facility
- City of Hazelwood, MO – City Hall and Police Headquarters
- City of Hazelwood, MO – City Hall Window Replacement
- St. Louis County – District 5 Department of Highways Roof Replacement
- St. Louis County – Departmental Office Relocations/Renovations and Roof Replacement
- State of Missouri – Potosi Correctional Center Roof Replacement
- State of Missouri – Missouri Eastern Correctional Center Phase I & II Roof Replacement
- Department of Veterans Affairs – VAMC – Jefferson Barracks; Spinal Cord Injury Suite Renovation
- Department of Veterans Affairs – VAMC – Poplar Bluff; Kitchen/Cafeteria
- Consolidation & Renovation Study
- Department of Veterans Affairs – VAMC – Dallas, Texas; Patient Parking Garage
- City of Edmundson, MO – City Hall
- City of Sedalia, MO – Council Chamber Renovation
- City of Clayton, MO – Police Needs Assessment
- City of Bridgeton, MO – Police Department and Court
- City of Troy, MI – Public Safety Headquarters/Fire Administration
- City of Waterford, MI – Police Headquarters
- Village of Franklin, MI – Police Department
- City of Kentwood, MI – Justice Center
- Grosse Pointe Park, MI – Public Safety Building
- City of Saline, MI – Police Department
- City of Novi, MI – Firearms Training Center
- West Bloomfield, MI – Police Headquarters and Addition
- City of Milford, MI – Police Department (D/B)
- Grand Blanc Township, MI – Police Department Strategic Plan
- City of Lowell, MI – Police Department and City Hall
- City of Utica, MI – Police Needs Assessment
- City of Chelsea, MI – Police Department
- City of Richmond, MI – “Shared” Local and State Police
- Aylmer, Ontario – Ontario Police College
- City of Meridian, MS – Police Headquarters and Court
- City of Carbondale, IL – Police Headquarters
- City of Bridgeport, WV – Public Safety Substation
- City of Grosse Point, MI – Police Needs Analysis
- City of Jackson, NC – Police Department
- City of Lansing, MI – Police Department and Court
- Detroit Metro Airport – Public Safety Department
- Oklahoma City, OK – Police Headquarters Study
- City of Milford, DE – Police Space Needs Analysis
- Harrison County, WV – 911 Emergency Management Center
- City of Inkster, MI – Police Department
- Macomb Township, MI – Town Hall/Village Square
- Waterford Township, MI – Department of Public Works
- Waterford Township, MI – Civic Center Master Plan
- City of Kentwood, MI – Civic Center Master Plan
- City of Saline, MI – City Hall Renovation/Addition
- Bay City, MI – Utility Department Study
- City of Detroit, MI – Northwest Activities Center
- City of Detroit, MI – Belle Isle Casino Renovation
- City of Pontiac, MI – Housing Commission
- City of Utica, MI – City Hall and Department of Public Works
- Grand Blanc Township, MI – 20 Year Facilities Strategic Plan
- City of Kentwood, MI – Department of Public Works Needs Assessment
- City of Glendale, MO – Preliminary Fire House Design
- City of Southfield, MI – Fire Station No. 2
- City of Detroit, MI – Engine Company No. 5
- Chesterfield Township, MI – Fire Headquarters No. 3
- City of Taylor, MI – Midtown Fire Station
- City of Monroe, MI – Central Fire Station Replacement
- City of Utica, MI – Fire Department Needs Assessment
- Putnam Township, MI – Fire Department Needs Assessment
- City of Springfield, MI – Public Safety Addition (D/B)
- City of Jackson, NC – Fire Headquarters and Station
- City of Plymouth, MI – Fire Department Substation
Historic Preservation

- Daniel Boone Historic Hotel
  Exterior Preservation, Renovation & Addition
  City of Columbia Complex, MO

- Howard & Gentry Buildings
  Preservation, Renovation & Addition - City of Columbia Complex, MO
  *Preservation Award*

- St. Mary’s Church
  Historic Reconstruction
  Brussels, Illinois

- Bonne Terre Memorial Library
  Historic Renovation & Addition
  Bonne Terre, Missouri

- Saint Louis University
  Historic Renovation
  4th Flr DuBourg Hall
  St. Louis, Missouri

- St. Francis Borgia
  Historic Renovation, Addition & Renovation Annex Bldg
  St. Louis, Missouri

- Saint Louis University
  Aquinas Institute of Theology
  Historic Preservation
  St. Louis, Missouri

- Rosebud Cafe
  Historic Restoration
  St. Louis, Missouri
Overview - University City Police Department

- City Hall Annex constructed in 1903 as a press building; 112 years old
- Converted for Police and Fire in 1938; 78 years of occupancy (Fire department moved out in 2013)
- University City Police Department
  1. One of the largest Police Departments in St. Louis County
     a. 79 Commissioned Officers
     b. 19 Civilians
     c. 6 Part-time employees
  2. Bureaus
     a. Investigation
     b. Field Operations
     c. Services
  3. Calls for Service
     a. Over 2,300 “911” Police and Fire Department calls per month
     b. 56,196 Calls for Service in 2014; Diversity of Calls should be noted
Overview - University City Municipal Courts

- Municipal Courts
  - Meets 3 Times Per Month
  - Housing Court once a Month
  - 150 – 200 people per Night
  - 900 – 1,300 Docket Cases Per Night
    - Security Queuing and Screening
      ( First come, First Serve )
Requires a police department to be accredited or certified by the Commission on Accreditation for Law Enforcement Agencies or the Missouri Police Chiefs Association or contract for police services with a police department accredited or certified by such entities; **Accreditation or Certification shall be completed within 6 Years.**
Facility Analysis Purpose

- **Evaluate Existing Police Department Facility**
  - City Hall Annex – Physical Evaluation
  - Police Department – Operational Evaluation
  - Current and Future Police Department Space and Operational Needs

- **Development of Efficient / Economical Solutions to Meet Police Department Municipal Courts Existing and Future Space / Operational Needs**
  - Renovation / Addition to the City Hall Annex
  - New Police Department Facility
Facility Analysis Purpose

- Physical / Operational Analysis
- Space and Operational Needs Assessment
- Development of Conceptual Alternatives
- Renovation & New

November 2015

- Evaluation of Alternatives
- Next Steps
Physical Evaluation
 ANNEX PHYSICAL EVALUATION REPORTS

• Environmental Assessment Reports – June 2009/January 2014 (Mold, Asbestos, Lead, Radon, and Sewer Gas)
• FEMA/DHS Reports – “unsafe”; “uninhabitable”
  • Structural Analysis – Engine House #1, 2007

Minor and temporary fixes are not the long term solution
University City Building Commissioner, Property Maintenance

Inspection of Fire Station – 2009

▪ “Pose an Immediate Threat to the Health, Safety, & Welfare of the Occupants and General Public”

▪ 58 Code Violations *(only 6 have been addressed to date)*
  - Electrical Hazards
  - Improper Fire Separations
  - Rodent Infestation
  - Lack of Fire Alarm System
  - Mold
  - Water/Sewer Seepage & Damage

▪ David Mason & Associates Structural Analysis – April 2015
1. Antiquated Systems
2. Absence of Fire Protection System
3. Continual Water Infiltration Issues
4. Continual Microbial/Mold Issues
5. Continual Structural Deterioration
6. Asbestos/Lead Containing Materials
7. Continual Pest Infiltration
ACCREDITATION AND CODE COMPLIANCE

- Lack of Accreditation and Code Compliance
  1. Senate Bill No. 5 – Accreditation/Certification Requirement
  2. Building Code
  3. Essential Services/Seismic Code
  4. ADA Accessibility Code
  5. Energy Standards
  6. National/State Police Facility Operational Guidelines

Lack of ADA Compliance
Terminology was introduced with the adoption/consolidation of building codes to the International Building Code (IBC). University City currently uses IBC 2012.

Chapter 16: Structural Design

- Table 1604.5 – Risk Category of Buildings and Other Structures
  - Risk Category IV: Buildings and other Structures designated as essential facilities:
    - Fire, Rescue, Ambulance and Police Stations and Emergency Vehicle Garages
      *(Occupancies having surgery or emergency treatment facilities; designated earthquake, hurricane, or other emergency shelters; emergency preparedness, communications and operations facilities; power-generating facilities and other public utility facilities; aviation control towers and air traffic control centers; etc.)*
Facilities Categorized in Risk Category IV are to be designed to standards defined in ASCE 7 (American Society of Civil Engineers); establishes minimum design loads for Buildings and Other Structures:

- Lateral Loading: **Seismic, Wind, Snow, and Flooding**
  
  *(Increased structural reinforcing: shear walls, cross bracing, moment connections, etc.)*

- Increase in Seismic, Wind, Snow and Flooding Load factors by between **25% to 50%**
  
  *(St. Louis Area Seismic classification already increases Lateral Load requirements by 10% +/- over other metropolitan areas)*
2015 Space Needs Assessment
Existing Facility Space Allocation
**NET TO GROSS CALCULATION METHODOLOGY**

Net to Gross Factor or Grossing Factor: a multiplication factor applied to space to increase the allotment to accommodate elements not in the base number. A grossing factor is applied to space lists on Net Square feet to take into account internal circulation and walls to give Departmental Gross Square Feet. Another factor is used to increase DGSF to Building Gross Square Feet (BGSF) and further account for the amount of space required for major vertical circulation, shafts and building circulation. For instance, as a rule of thumb, building gross is approximately twice the amount of net area in a hospital.

**Net Square Feet (NSF):** Net Square Feet (NSF) is the area of an individual room or the usable floor area that is assigned to a function in an open area e.g. cubicles or workstations. Net square feet for each room is measured from the inside finished surface of surrounding partitions or enclosing elements and from the outline of the floor area for a space in an open area, includes casework, fixtures and door swings. Net areas do not include partitions or structural elements such as columns or column enclosures, or circulation or access space.

**Departmental Gross Square Feet (DGSF):**
Department Gross Square Feet (DGSF) is a measure of an assemblage of rooms and spaces as assigned to a department or service and includes internal departmental and/or service circulation and partitions, columns, and projections enclosing the structural elements of the building within the departmental space. The boundary defining DGSF is drawn from the inside finish of the permanent exterior building walls to the center line of the department-separating wall partitions or to the centerline of corridors which separate and provide access to spaces in adjoining departments.

Departmental Grossing factors can vary significantly in facilities with diverse departmental uses; i.e. hospitals, police stations, etc.: public/common areas = 20%, administrative = 30%, investigations = 40%, holding = 50%, training = 25%, family practice = 40%, clinic = 40%, physical therapy = 35%, dental clinics = 40%, educational = 35%, information management = 35%, etc.

**Building Gross Square Feet (BGSF):** Building Gross Square Feet (BGSF) is the aggregate area of all enclosed floor areas and supporting structure and certain unenclosed areas which support the function of the building. BGSF includes all NSF or DGSF space, as well as the area of the exterior wall and structure; common and service spaces including elevators, stairs, and escalators, shafts and stacks, and mechanical spaces; and any other areas which make up the entire building.
NET TO GROSS CALCULATION METHODOLOGY

Building Gross SF is determined by the One-Step or Two-Step method:

A. One-Step method:

Net Square Feet to Building Gross Square Feet.

Define project areas further by calculating the gross components (MEP, Circulation, Walls, Half Areas and Flexibility).

Sum of Net SF (NSF) X Building Conversion Factor (1.35) = Building Gross SF (BGSF)

B. Two-Step method:

Departmental Net Square Feet to Departmental Gross Square Feet to Building Gross Square Feet.

Define project areas and help identify efficiencies in terms of functional characteristic, relationships and adjacencies, and floor plan designs.

(Dept Net SF (DNSF)) (Dept. Conversion Factor) = Dept Gross SF
Departmental Conversion Factors can range from 15% to 50%+

(DGSF)(Building Conversion factor) = Building Gross SF (BGSF)

Building Conversion factors:
administrative facility = 15%
hospitals/healthcare facility = 35%
METHODOLOGY

CRITERIA:

STATE & NATIONAL POLICE DEPARTMENT FACILITY AND OPERATIONAL GUIDELINES (BEST PRACTICES)

- Commission on Accreditation of Law Enforcement Agencies (CALEA)
- Missouri Police Chiefs Association (MOPCA)
  - Missouri-Based Law Enforcement Agency Certification Program
- Department of Justice (DOJ):
  - PREA – Prisoner Rape Elimination Act
  - Design Guidelines – Forensic Labs
  - National Institute of Corrections – Jail Design Guidelines
- Judicial Conference of the United States
  - US Court Design Guidelines
- NFPA
  - NFPA 730 – Guide for Premises Security
- Department of Defense (DOD):
  - Emergency Operations Center Planning and Design – UFC 4-141-04
  - Minimum Anti-Terrorism Standards for Buildings – UFC 4-010-01
- FEMA – Risk Management
- Department of Homeland Security
  - NIMS National Incident Management Series
- International Association of Chiefs of Police
  - Police Facility Guidelines
- International Association for Property and Evidence, Inc.
  - Professional Standards
- International Building Code
  - Essential Services
SPACE NEEDS ASSESSMENT

Process:
- Space Needs Questionnaire
- Facility Tour
- Departmental Interviews / Tours
- Iterative Review Process
SPACE NEEDS ASSESSMENT

Summary:

- Staffing/Staffing Projection:
  - Current Total Staffing: 83
  - Staffing Total Projection: 96

- Existing Facility Gross Square Footage Total: 42,713 sf

- University City Police Department & Municipal Court
  2015 Space Needs Assessment Gross Square Footage Total: 37,779 sf
  (23% Reduction from Initial Gross Square Footage of 49,200 s.f.)
<table>
<thead>
<tr>
<th>Space</th>
<th>Staff</th>
<th>Space Standards</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current</td>
<td>Proj'd.</td>
<td>Existing Police Facility Space Allocation (Square Feet)</td>
</tr>
<tr>
<td>1. PUBLIC AREAS</td>
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</tr>
<tr>
<td>Net Area</td>
<td></td>
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</tr>
<tr>
<td>20% Internal Circulation Factor</td>
<td></td>
<td></td>
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<tr>
<td>Subtotal: Public Areas</td>
<td>0</td>
<td>0</td>
<td>5,925</td>
</tr>
<tr>
<td>*Includes: Municipal Court Area @ Community Center</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2. POLICE DEPARTMENT STAFF COMMON AREAS</td>
<td></td>
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</tr>
<tr>
<td>Net Area</td>
<td></td>
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</tr>
<tr>
<td>25% Internal Circulation Factor</td>
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<tr>
<td>Subtotal: Staff Common Areas</td>
<td>0</td>
<td>0</td>
<td>1176</td>
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<tr>
<td>*Includes: Break Room and Adequate Locker Rooms w/ Restrooms and Showers</td>
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<tr>
<td>3. POLICE ADMINISTRATION</td>
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<tr>
<td>Net Area</td>
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<td></td>
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</tr>
<tr>
<td>30% Internal Circulation Factor</td>
<td></td>
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<tr>
<td>Subtotal: Police Administration</td>
<td>2</td>
<td>2</td>
<td>637</td>
</tr>
<tr>
<td>*Includes: Admin Conference Room, File Room, Waiting, Restroom, and Work Room</td>
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<tr>
<td>4. BUREAU OF SERVICES</td>
<td></td>
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<tr>
<td>Net Area</td>
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<tr>
<td>30% Internal Circulation Factor</td>
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<tr>
<td>Subtotal: Bureau of Services</td>
<td>2</td>
<td>3</td>
<td>798</td>
</tr>
<tr>
<td>*Includes: Support Services Assist, Quarter Master Storage, IT Work Room/Storage, and</td>
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<tr>
<td>5. RECORDS</td>
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<tr>
<td>Net Area</td>
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</tr>
<tr>
<td>30% Internal Circulation Factor</td>
<td></td>
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</tr>
<tr>
<td>Subtotal: Records</td>
<td>3</td>
<td>3</td>
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<tr>
<td>6. COMMUNICATIONS (DISPATCH)</td>
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<tr>
<td>Net Area</td>
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<tr>
<td>35% Internal Circulation Factor</td>
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<tr>
<td>Subtotal: Communications (Dispatch)</td>
<td>11</td>
<td>11</td>
<td>633</td>
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<tr>
<td>*Offices, Conference Room/Quiet Room, Break Room, Training Areas, Restroom</td>
<td></td>
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<tr>
<td>7. INVESTIGATIONS BUREAU</td>
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<tr>
<td>Net Area</td>
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<td></td>
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</tr>
<tr>
<td>30% Internal Circulation Factor</td>
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<tr>
<td>Subtotal: Investigations Bureau</td>
<td>10</td>
<td>14</td>
<td>2,590</td>
</tr>
<tr>
<td>*Includes: 4 Interview Rooms, and Observation Work Station</td>
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</tbody>
</table>
### Existing Facility Space Allocation & 2015 Space Needs Assessment

#### 8. PATROL
- **Net Area**: Not specified
- **30\% Internal Circulation Factor**: 663
- **Subtotal: Patrol**
  - 52
  - 58
  - 1476
  - 2,872
  *Includes: Shift Lieutenant Offices, Road Patrol Office, Juvenile Holding, Work Room, Briefing Room Properly Sized, and Kennel

#### 9. HOLDING
- **Net Area**: 2,347
- **40\% Internal Circulation Factor**: 939
- **Subtotal: Holding**
  - 0
  - 0
  - 1,813
  - 3,286
  *Includes: Intake Vestibule, Prisoner Processing Area, Interrogation Rooms, Attorney/Client Interview Room, Separate Male/Female Holding Tank and Cells, Isolation

#### 10. PROPERTY
- **Net Area**: 2,222
- **20\% Internal Circulation Factor**: 444
- **Subtotal: Property**
  - 0
  - 0
  - 2,861
  - 2,666

#### 11. TRAINING - REQUIRED PERSONNEL AND FACILITIES INCLUDED ELSEWHERE IN ASSESSMENT
- **Net Area**: 0
- **25\% Internal Circulation Factor**: 0
- **Subtotal: Training**
  - 0
  - 0
  - 0
  *Included in Municipal Court and Recreation Center

#### 12. COURT ADMINISTRATION OFFICE - SELF CONTAINED SUITE
- **Net Area**: 824
- **30\% Internal Circulation Factor**: 247
- **Subtotal: Court Administration**
  - 3
  - 4
  - 1,023
  - 1,071
  *Includes: Prosecutor Work Table, Staff Toilet (for use during Court, as well)

#### 13. MISCELLANEOUS SPACES
- **Net Area**: 3,284
- **20\% Internal Circulation Factor**: 657
- **Subtotal: Miscellaneous Spaces**
  - 0
  - 0
  - 6,696
  - 3,941
  *Includes: Forensic Garage, FG Evidence Prep Area, Evidence Storage Room, and 3 Lane

#### 14. BUILDING SUPPORT AREAS
- **Net Area**: 2,452
- **15\% Internal Circulation Factor**: 368
- **Subtotal: Building Support Areas**
  - 0
  - 0
  - 2,148
  - 2,820
Secure Parking
- Secure Civilian and “Official Visitor” Parking
- Police Vehicle Parking

Total Secure Parking: 70 Spaces

Public/Visitor Parking
- Visitor Parking
- Municipal Court Parking

Total Public/Visitor Parking: 115 Spaces

Total Site Parking for Police Department/Municipal Court: 185 Spaces
Existing Annex
Basement Level
Total Gross Area: 12,767 s.f.
Police Space Allocation: 9,664 s.f.
Existing Annex
First Level
Total Gross Area: 13,209 s.f.
Police Space Allocation: 12,933 s.f.
Existing Annex
Second Level
Total Gross Area: 10,156 s.f.
Police Space Allocation: 5,721 s.f.
Existing Annex
Third Level
Total Gross Area: 2,732 s.f.
Police Space Allocation: 2,732 s.f.
### Existing Police Facility Space Allocation & 2015 Space Needs Assessment Comparison - SUMMARY

<table>
<thead>
<tr>
<th>Space</th>
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<th>Comments</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Current</td>
<td>Proj’d.</td>
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<tr>
<td>Total Net Area</td>
<td></td>
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<td></td>
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<tr>
<td>SUBTOTAL</td>
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<td></td>
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<tr>
<td>15% GROSS-UP FACTOR</td>
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<tr>
<td>TOTAL PROJECTED GROSS SF</td>
<td>83</td>
<td>95</td>
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<tr>
<td>Exist. Annex Police Allocation Net Area</td>
<td></td>
<td>28,149</td>
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<tr>
<td>Lobbies and Internal Circulation</td>
<td></td>
<td>3,785</td>
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</tr>
<tr>
<td>Total Net Area</td>
<td></td>
<td>31,934</td>
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<tr>
<td>Unused/Unassigned Space</td>
<td></td>
<td>10,779</td>
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<tr>
<td>TOTAL EXISTING GROSS SF UTILIZED</td>
<td></td>
<td>42,713</td>
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<tr>
<td>Exist. Annex Gross Square Footage</td>
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<td>38,863</td>
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<tr>
<td>Unusable Annex Square Footage in Future</td>
<td></td>
<td>12,767</td>
<td>--</td>
</tr>
<tr>
<td>Usable Exist. Annex Gross SF Available for Renovation</td>
<td></td>
<td>26,096</td>
<td>--</td>
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</tbody>
</table>

**Existing Facility Space Allocation & 2015 Space Needs Assessment**

**University City**
EXISTING POLICE DEPARTMENT and COURT ADMINISTRATION

Operational Assessment
POLICE DEPARTMENT BASIC OPERATIONAL NEEDS

- Safety and Security – Site and Facility
  1. Separation of Police/Public/Prisoner Traffic Flow – Site and Facility
  2. Consolidated Evidence Processing & Storage
  3. Consolidated Prisoner Processing & Storage
  4. Efficient Work Flow and Appropriate Adjacencies
SENATE BILL NO. 5:

Requires a police department to be accredited or certified by the Commission on Accreditation for Law Enforcement Agencies or the Missouri Police Chiefs Association or contract for police services with a police department accredited or certified by such entities; **Accreditation or Certification shall be completed within 6 Years.**

Missouri Police Chiefs Association
- Chapter 35 - Custodial (prisoner) Care Standards
- Chapter 36 - Communications (Dispatch) Security
- Chapter 29 - Training (adequate training space)
- Chapter 32 - Information Security
  (public lobby area; public in secure spaces; poor separation of public and staff)
- Chapter 33 - Evidence (booking, processing, securing, and monitoring/auditing)

Commission for Accreditation of Law Enforcement Agencies
- Chapter 72 - Custodial (Prisoner) Care Standards
- Chapter 84 - Evidence
Site Evaluation

1. Inadequate Setbacks from Public Ways
2. No Police/Public Vehicular or Pedestrian Separation – risk of Police / Public / Prisoner Physical Conflict
3. Inadequate Parking for Citizens, Staff, and Police
EXISTING VISITOR / EMPLOYEE PARKING ASSESSMENT

Area #1 – 19 parking spaces
Area #2 – 14 parking spaces
Area #3 – 15 parking spaces (Visitor and Carpool spaces not counted)
Area #4 – 24 parking spaces (School property)
Area #5 – 15 parking spaces
Area #6 – 6 parking spaces
Area #7 – 16 parking spaces

109 Total Spaces – City Hall / Police Personnel
85 Total Spaces – w/o School Property

70 Spaces + Miscellaneous vehicles Recommended for Secure Police Alone
*185 total Spaces Recommended for Police & Municipal Court Facility
EXISTING POLICE DEPARTMENT ANNEX ASSESSMENT

1. Lack of Police/Public/Prisoner Circulation Separation – risk of physical conflict
2. Lack of Separation of Prisoner Processing and Police Operations – risk of physical conflict
3. Inefficient, Unsafe Work Flow and Department Adjacencies
4. Lack of Separation of Prisoner Processing and Police Operations
5. Unhealthy / Unsafe Working Environment
6. Lack of Secure Transport of Prisoners to Cells – risk of physical conflict/harm to officers
7. Lack of ADA compliance – Police, Staff, Public or Prisoners
8. Prisoner Holding Cells Do Not Meet Current Standards
   a. Suicide Risk / Police Safety Risk / Sanitary Issues – sewer back-up
9. Evidence Processing
   a. Not Contiguous
   b. Possible Chain of Custody Risk
   c. Lack of Observation

10. Evidence Storage
    a. Not Contiguous with Evidence Processing
    b. Lacks Proper Ventilation
    c. Inadequate Space for Proper Organization
11. Investigation Bureau
   a. Interview Rooms Accessed thru Bureau Detective Area
   b. Restrooms Accessed Through Detective Work Area
12. Municipal Court – off Site
   a. Transfer of Records Outside of Secure Police Facility - risk
   b. Transfer of Money Outside of Secure Police Facility - risk
   c. Police/Courts Employees Outside of Secure Facility

13. Municipal Court on 5th Floor of City Hall Council Chamber - risk
   a. Access Concern – Elevator
   b. Queuing / Waiting – Security
   c. Lack of Security / Separation for Court / Police / City Hall Personnel
   d. Parking Concern
OPERATIONAL AND PHYSICAL EVALUATION CONCLUSIONS

1. Police Safety/Security Concerns
2. Police/Public/Prisoner Circulation Separation Concerns
3. Unhealthy Work Environment
4. Unsafe Work Environment
5. Work Flow/Processing Inefficiencies
6. Employee Satisfaction, Morale, Retention and Attraction Concerns
University City Police Department Municipal Courts Conceptual Development and Cost Estimate

- ANNEX RENOVATION / ADDITION
- NEW FACILITY
CONCEPTUAL DEVELOPMENT CRITERIA

- Planning Utilizing Established State and National Standards will Result in a:
  Police Department Facility Complying with Required Standards and Meeting Modern Functional Needs
  - Address ALL Safety & Security Requirements
  - Separation of Police/Public/Prisoner Circulation
  - Improved Operation Efficiencies
  - Improved Working Conditions
  - Improved Prisoner Processing
  - Improved Evidence Processing
  - Improved Employee Moral
  - Improved Employee Retention and Recruiting
  - Improved Community Service
COST ESTIMATING PROCESS

- **Similar Project Type Cost History Analysis:**
  - Past Municipal Police Departments Projects – Similar Project Types
  - Identified Cost/SF of each Project
  - Applied Cost Projection to 2016
  - Averaged the Cost/SF
# COST HISTORY ANALYSIS

<table>
<thead>
<tr>
<th>PAST PROJECTS</th>
<th>Year Bid</th>
<th>Building Gross Square Footage</th>
<th>Total Construction Cost</th>
<th>Projected Construction Cost (2016)</th>
<th>Projected Cost/SF (2016)</th>
<th>Comments</th>
<th>Municipal Court (City Hall)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Only:</td>
<td></td>
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<tr>
<td>Marshal, MI Law Enforcement Center</td>
<td>2014</td>
<td>35,823</td>
<td>$8,997,778</td>
<td>$10,657,276.00</td>
<td>$297.50</td>
<td>Single Story; 3 Agency Shared Law Enforcement Center</td>
<td>110 Sworn/10 Civilian</td>
</tr>
<tr>
<td>Police Headquarters Oklahoma City</td>
<td>2013</td>
<td>88,625</td>
<td>$22,631,310</td>
<td>$26,806,787.00</td>
<td>$302.47</td>
<td>3-Stories; No Sally Port, No Prisoner Processing</td>
<td>264 Sworn/24 Civilian</td>
</tr>
<tr>
<td>O’Fallon, MO Justice Center - Estimate</td>
<td>n/a</td>
<td>86,813</td>
<td>$25,035,215</td>
<td>$26,537,328.00</td>
<td>$305.68</td>
<td>Projected 190 Sworn Staff, 259 Total Staff</td>
<td></td>
</tr>
<tr>
<td>Police Headquarters Sedalia, MO - Estimate</td>
<td>n/a</td>
<td>25,000</td>
<td>n/a</td>
<td>$7,441,500.00</td>
<td>$297.66</td>
<td>40 Sworn/10 Civilian; Limited Prisoner Processing</td>
<td>No Municipal Court (in City Hall)</td>
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</tbody>
</table>

**AVERAGE**                                                                                       $300.83
# COST HISTORY ANALYSIS

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<tbody>
<tr>
<td>Police/City Hall/Courts:</td>
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<tr>
<td>Cottleville, MO</td>
<td>2006</td>
<td>15,900</td>
<td>$4,298,000</td>
<td>$5,565,575.00</td>
<td>$350.04</td>
<td>Police/City Hall/Courts</td>
</tr>
<tr>
<td>Bridgeton, MO</td>
<td>2010</td>
<td>42,773</td>
<td>$9,429,000</td>
<td>$10,864,090.00</td>
<td>$253.99</td>
<td>Police/City Hall/Courts; Radio Tower; Closed Office Layout</td>
</tr>
<tr>
<td>Maryland Heights, MO</td>
<td>2008</td>
<td>67,000</td>
<td>$13,200,000</td>
<td>$15,795,534.00</td>
<td>$235.75</td>
<td>Police/City Hall/Courts; Large Facility, Open Office Layout</td>
</tr>
<tr>
<td>Manchester, MO</td>
<td>2009</td>
<td>24,185</td>
<td>$6,892,000</td>
<td>$7,925,800.00</td>
<td>$327.72</td>
<td>Police/City Hall/Courts; Large Facility, Open Office Layout</td>
</tr>
<tr>
<td>Frontenac, MO</td>
<td>2011</td>
<td>38,205</td>
<td>$9,263,000</td>
<td>$10,336,582.00</td>
<td>$270.56</td>
<td>Police/City Hall/Fire</td>
</tr>
<tr>
<td>Olivette Municipal Complex - Estimate</td>
<td>n/a</td>
<td>35,643</td>
<td>$10,358,073</td>
<td>$10,668,815.00</td>
<td>$299.32</td>
<td>Police/City Hall/Courts/Fire; Four Department; Small SF</td>
</tr>
</tbody>
</table>

| **AVERAGE**                            |          |                               |                         | $289.56                           |                         |                                               |
| Police Department Renovations          |          |                               |                         |                                   |                         |                                               |
| Clayton, MO                            | 2011     | 60,000                        | $17,000,000             | $22,211,027.00                   | $370.18                 | Police Department; not built to Essential Services |
| Lansing, MI                           | 2011     | 74,700                        | $18,553,771             | $24,241,077.00                   | $324.51                 | Police Department/Municipal Courts (New Addition); Essential Services not Considered at this point in Study |

| **AVERAGE**                            |          |                               |                         | $347.35                           |                         |                                               |
COST ESTIMATING | CONTROL

- Columbia, Missouri Government Center - New City Hall Tower and Boone Renovation
  Budget $22,000,000 Final Cost $21,891,373

- Howard & Gentry Historic Building Renovations Phase I - Columbia Govt Center Complex
  Budget $2,820,000 Final Cost $2,736,990

- City of Bridgeton, Missouri - New Government Center & Police Headquarters
  Budget $10,284,162 Final Cost $10,229,087

- City of Maryland Heights, Missouri - New Government Center & Police Headquarters
  Budget $15,575,831 Final Cost $14,538,722

- City of Maryland Heights, Missouri - New Maintenance Facility
  Budget $1,200,000 Final Cost $1,135,024

- City of Woodson Terrace - City Hall and Police Renovation
  Budget $1,000,000 Final Cost $1,015,167

- City of Ladue - Fire House #2
  Budget $2,200,000 Final Cost $2,144,000
TOTAL PROGRAM BUDGET

- **BID COST/HARD COST**
  - **A. Construction Cost**
    - Building (including site work)
    - General Conditions
    - General Contractor Fee, Bonding, Insurance
    - Construction Contingency
  
- **SOFT COST (20-25% of Hard Cost)**
  - **A. Special Construction**
    - Site Demolition/Abatement
    - Permitting
    - Builder’s Risk Insurance
    - Off-Site Utilities
TOTAL PROGRAM BUDGET

B. Furniture & Fixtures
  ▪ Furniture
  ▪ Owner Supplied Equipment
  ▪ Non-Permanent Appliances

C. Professional Services
  ▪ Environmental Consultants (Geotechnical, Hazardous Materials, etc)
  ▪ Survey/Civil Engineering Fees
  ▪ Architectural/Engineering Fees
  ▪ Materials Testing
D. Technology

- Phone/Hardware/Service
- Computer/Fiber Optics/Data Systems
- Communication Wiring
- Security Systems
- Audio Visual Systems
- Radio Dispatch
ANNEX RENOVATION / ADDITION
CONCEPTUAL COST ESTIMATE

- Complete Gut Renovation
  - Address Physical Condition
  - Address Antiquated Systems
- Require an Addition to Meet Space & Operational Needs
  - The Existing Facility was NOT Originally Designed or Constructed to House a Police Department
    - Essential Services Structural Requirements
    - Column Spacing
    - Lack of Vertical Circulation – Stairs/Elevators
- Site Security Concerns (Separations/Setbacks) Will Remain
- Police Secure Parking Concerns Will Remain – Setbacks/Quantity/Separation
  - 45 +/- Secure Parking Spaces Provided
  - 70+ Secure Parking Spaces Required – Space Needs Analysis
- City Hall Staff/Public Parking (Municipal Court) Concern – Quantity
  - 46 +/- City Hall Staff/Public Parking Spaces Provided
  - 115 Public/Visitor Parking Spaces Required – Space Needs Analysis
### ANNEX RENOVATION / ADDITION

#### CONCEPTUAL COST ESTIMATE

<table>
<thead>
<tr>
<th>Renovation/Addition Construction Costs (2016 Dollars)</th>
<th>Cost/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annex Building – Renovation ($/sf)</td>
<td>$300</td>
</tr>
<tr>
<td>Basement/3rd Floor Renov</td>
<td>$100</td>
</tr>
<tr>
<td>Building Addition</td>
<td>$240</td>
</tr>
<tr>
<td>Annex Building – Façade Demo/Reconstruction ($/sf)</td>
<td>$95</td>
</tr>
<tr>
<td>Annex Building – Essential Services Structure</td>
<td></td>
</tr>
<tr>
<td>Library Building - Renovation</td>
<td>$300(1&amp;2)</td>
</tr>
<tr>
<td>Library Building – Façade Demo/Reconstruction</td>
<td>$95</td>
</tr>
<tr>
<td>Library Building – Essential Services Structure</td>
<td></td>
</tr>
<tr>
<td>Environmental Abatement</td>
<td></td>
</tr>
<tr>
<td>Site (Retaining Walls Req’d)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Cost/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal Renovation Cost:</td>
<td>$18,288,875</td>
</tr>
<tr>
<td>Design Contingency(Unforseen/Phasing)</td>
<td>15%</td>
</tr>
<tr>
<td>Renovation/Addition Cost (Hard Cost)</td>
<td>$43,383 sf</td>
</tr>
<tr>
<td>B. ALLOWANCE FOR SOFT COSTS</td>
<td>20%</td>
</tr>
<tr>
<td>C. TOTAL PROJECT BUDGET (2016 Dollars)</td>
<td>$25,238,648</td>
</tr>
</tbody>
</table>

*CONSTRUCTION OF TEMPORARY FACILITY: 30,000 +/- SF @ $200/SF = $6,000,000
*RENT: 30,000 +/- SF @ $20/SF = $1,200,000 (24 Months)
*MOVING/STORAGE EXPENSES
*INCREASED RISK OF UNFORSEEN CONDITIONS
*HISTORICAL RECONSTRUCTION BIDDING IS NOT VERY COMPETITIVE
# NEW POLICE DEPARTMENT FACILITY
**CONCEPTUAL COST ESTIMATE**

**Total Cost $12,463,387**

<table>
<thead>
<tr>
<th>A. NEW Construction Costs (2016 Dollars)</th>
<th></th>
<th>Cost/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building ($) / sf</td>
<td>$ 240</td>
<td>$ 9,066,960</td>
</tr>
<tr>
<td>Site (per Acre)</td>
<td>$ 150,000</td>
<td>$ 375,000</td>
</tr>
<tr>
<td>Subtotal - Building Cost</td>
<td>$ 9,441,960</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>Design Contingency</td>
<td>10.0%</td>
<td>$ 944,196</td>
</tr>
<tr>
<td>Building Construction Cost (Hard Cost)</td>
<td>$ 10,386,156</td>
<td>$ 275</td>
</tr>
</tbody>
</table>

**B. ALLOWANCE FOR SOFT COSTS** 20.0%

<table>
<thead>
<tr>
<th>C. TOTAL PROJECT BUDGET (2016 Dollars)</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$12,463,387</td>
<td>$ 330</td>
</tr>
</tbody>
</table>

*Plus Land Cost
* Alternate Bulk Evidence/Ancillary Storage: 2,500 sf Outbuilding @ $70/sf = $175,000
(Within Secure Parking Area; Outbuilding is less expensive to build than the main building.)
## ANNEX FACILITY CONCEPTUAL COST ESTIMATE

### Annex Renovation – White Box

<table>
<thead>
<tr>
<th>Renovation Construction Costs (2016 Dollars)</th>
<th>Cost/SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exterior Renovation (Masonry, Windows, Roof)</td>
<td>$25/sf</td>
</tr>
<tr>
<td>Interior Renovation</td>
<td>$80/sf</td>
</tr>
<tr>
<td>Systems Replacement</td>
<td>$60/sf</td>
</tr>
<tr>
<td>Water/Structural Remediation</td>
<td>$10/sf</td>
</tr>
<tr>
<td>Demolition</td>
<td>$5/sf</td>
</tr>
<tr>
<td>Renovation Cost/SF</td>
<td>$180/sf</td>
</tr>
<tr>
<td>Annex Renovation:</td>
<td></td>
</tr>
<tr>
<td>Floors 1, 2, &amp; 3</td>
<td>$180/sf</td>
</tr>
<tr>
<td>Basement</td>
<td>$100/sf</td>
</tr>
<tr>
<td></td>
<td>27,597 sf</td>
</tr>
<tr>
<td></td>
<td>$4,967,460</td>
</tr>
<tr>
<td>Annex Renovation Subtotal</td>
<td>$6,244,160</td>
</tr>
<tr>
<td></td>
<td>$154/sf</td>
</tr>
<tr>
<td>Library Renovation:</td>
<td></td>
</tr>
<tr>
<td>Floors 1 &amp; 2</td>
<td>$180/sf</td>
</tr>
<tr>
<td>Basement</td>
<td>$100/sf</td>
</tr>
<tr>
<td></td>
<td>4,700 sf</td>
</tr>
<tr>
<td></td>
<td>$470,000</td>
</tr>
<tr>
<td>Library Renovation Subtotal</td>
<td>$2,162,000</td>
</tr>
<tr>
<td></td>
<td>$154/sf</td>
</tr>
<tr>
<td>Environmental Abatement</td>
<td>$241,435</td>
</tr>
<tr>
<td>Site Work Allowance</td>
<td>$500,000</td>
</tr>
<tr>
<td>Subtotal Renovation Cost</td>
<td>$9,147,595</td>
</tr>
<tr>
<td>Design Contingency – Renovation</td>
<td>1.5%</td>
</tr>
<tr>
<td>Renovation Total Construction Cost: (Hard Cost)</td>
<td>$10,519,735</td>
</tr>
<tr>
<td>Allowance for Renovation Soft Costs:</td>
<td>1.5%</td>
</tr>
<tr>
<td>Total Project Cost – Renovation “White Box” (2016 Dollars)</td>
<td>$12,097,685</td>
</tr>
<tr>
<td></td>
<td>$222/sf</td>
</tr>
</tbody>
</table>
STRENGTHS / WEAKNESSES / OPPORTUNITIES / THREATS (S.W.O.T.) ANALYSIS
Next Steps
space needs questionnaire
for Police Department / Annex

“DRAFT”
Introduction:

The City of University City has retained Chiodini Architects to develop a Space Needs Assessment to determine the current and future needs of the City's Police Department.

This Questionnaire will assist in the documentation of the City's goals and planning philosophy for the Department’s future organizational changes and trends, staffing forecasts, departmental adjacencies, space standards and financial criteria.

This questionnaire will provide an overview for department heads and key staff members. It will help the study greatly if you respond to each question presented (even if with "not applicable" or N/A). Try not to let the inadequacies of your present facility limit the presentation of your actual needs and goals. Please feel free to expand on your responses to the questionnaire on additional pages. The more completely we understand your needs, goals, operations, the more effectively the new facility can be programmed to best serve the department and the community.

DEADLINE: PLEASE RETURN TO ________________ BY ________________ 2016

1. Identification and Description of Department:

Division within Department:
(Admin., Investigations, Patrol, etc.)

Your Title, Name and Work Email:

Title First Last Email

2. Departmental Functional Goals for this project:
Provide a brief overview / description of your department and the department’s goals from the perspective of your position:

3. Future Organization, Trends and Comments:

What changes might be expected over the next 3 to 5 years in your department’s service emphasis or organizational structure?

4. Departmental Staffing Forecast:
List all staff positions needing title and workspaces, including fulltime, temporary, future, and outside personnel (i.e. Director, Admin Assistant, Clerk, etc.)

<table>
<thead>
<tr>
<th>POSITION</th>
<th>CURRENT STAFFING</th>
<th>PROJECT STAFFING</th>
<th>PROJECTED STAFFING</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>
5. Departmental Space Needs Forecast:
List all departmental space needs: (i.e. Offices, Work Stations, Storage, Work Rooms, Conference Room, Break Room, etc.)

<table>
<thead>
<tr>
<th>PROPERTY</th>
<th>SPACE</th>
<th>PEAKS</th>
<th>NON-Peaks</th>
<th>TOTAL SPACE SIZE</th>
<th>COMMENTS</th>
</tr>
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* Reference page 4 for private office and workstation standards

* Private Office and Open Workstation Standards:
The Facility Program will determine the required area for the building by allocating space. Offices/Workstations are usually allocated by operational level. The results of this questionnaire will be compiled to establish a set of office standards.

Shown below are typical sets of private office/workstation standard sizes (final office/workstation layout, furniture, and equipment may vary). Use this as a guide in selecting a standard size.

Office 1 Private Office 278 S.F.
Office 2 Private Office 225 S.F.
Office 3 Private Office 180 S.F.
Office 4 Private Office 150 S.F.
Office 5 Private Office 120 S.F.
Office 6 Private Office 100 S.F.

Workstation A Extra Large 100 S.F.
Workstation B Large 72 S.F.
Workstation C Medium 64 S.F.
Workstation D Small 48 S.F.
Workstation E Minimum 36 S.F.
6. Interdepartmental Adjacency Requirements:
List department areas and functions which should be physically close to other departmental areas and functions for efficient work operations.

This department should be: ____________________________

- [ ] Next to
- [ ] Near
- [ ] Away From
- [ ] Not related to

Associated department or division: ____________________________

- [ ] Next to
- [ ] Near
- [ ] Away From
- [ ] Not related to

Other departmental adjacency or location comments (shared storage, conference rooms etc.):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

7. Conference and Meeting Room Requirements:

<table>
<thead>
<tr>
<th>Conference Room 1</th>
<th>Conference Room 2</th>
<th>Conference Room 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large (15-20 people)</td>
<td>325 S.F.</td>
<td>325 S.F.</td>
</tr>
</tbody>
</table>

Conference and Meeting Room Requirements:
(Shared Space, equipment, technology, proximity, frequency of use, etc.)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
8. Furniture / Equipment:
List furniture and/or equipment, quantity and special sizes required for each department or area.

Examples include:
A) Desks  B) Credenza  C) Bookcase  D) Files  E) Chair  F) Guest Chairs  

<table>
<thead>
<tr>
<th>DEPARTMENT / AREA</th>
<th>FURNITURE / EQUIPMENT</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

9. Specific Departmental Operations:

A. Administration: Please describe daily operations, including public interaction, training, administrative functions, access to other, etc. How does the public access your area? Does your department host an EOC? What don’t you have that you feel you need to improve your operations?

B. Patrol Division: Please describe daily operations, including roll call, briefing, report writing, mail distribution, public interaction, etc

C. Investigations: Please describe daily operations, including briefing, public interaction, evidence processing, etc. Do you have any special task force needs? Where are older records kept? What don’t you have that you feel you need to improve your operations?

D. Specialty Functions (Communications/Dispatch, Holding, Evidence, Front Desk, Training etc.): Please describe daily operations, including briefing, public interaction, evidence processing training needs, front desk, prisoner/holding/release, general security needs, etc. What don’t you have that you feel you need to improve your operations? Attach additional pages if necessary.
10. Storage Requirements:


11. Additional Comments or Department Special Needs:
This space is provided for any comments or special needs that have not been included in areas above. Please describe any special configuration that your department needs for its operations:


12. Security Requirements:


14. Special Needs:
This area is provided for your notes or sketches of any special configuration that would aid in describing your thoughts about office standards or equipment for your operation.


Thank you very much for your input. If you need additional pages to describe further on any issue that you have relative to the needs assessment, feel free to do so.

If you have any questions, please contact:

Chris Chiocline or Louis G. Chiocline (314) 725-5588
<table>
<thead>
<tr>
<th>Space Name</th>
<th>Net Area</th>
<th>Occupants</th>
<th>Total Net Area SF</th>
<th>Program Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lobby / Waiting Area</td>
<td>300</td>
<td>1</td>
<td>300</td>
<td></td>
</tr>
<tr>
<td>Public Restrooms</td>
<td>150</td>
<td>2</td>
<td>300</td>
<td></td>
</tr>
<tr>
<td>Staff Unisex Restrooms</td>
<td>50</td>
<td>3</td>
<td>150</td>
<td></td>
</tr>
<tr>
<td>Office for the Chief of Police</td>
<td>350</td>
<td>1</td>
<td>350</td>
<td></td>
</tr>
<tr>
<td>Administration Assistant</td>
<td>120</td>
<td>1</td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>Captians Office</td>
<td>225</td>
<td>2</td>
<td>450</td>
<td></td>
</tr>
<tr>
<td>Waiting Area</td>
<td>100</td>
<td>1</td>
<td>100</td>
<td>adjacent to admin assist</td>
</tr>
<tr>
<td>Conference Room (COP)</td>
<td>200</td>
<td>1</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Lieutenants</td>
<td>144</td>
<td>3</td>
<td>432</td>
<td>open office</td>
</tr>
<tr>
<td>Sergeants</td>
<td>75</td>
<td>6</td>
<td>450</td>
<td>open office</td>
</tr>
<tr>
<td>Conference Room</td>
<td>200</td>
<td>1</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Office for Detective Bureau Supervisors</td>
<td>144</td>
<td>2</td>
<td>288</td>
<td>open office</td>
</tr>
<tr>
<td>Open office for detectives</td>
<td>64</td>
<td>8</td>
<td>512</td>
<td>open office</td>
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<tr>
<td>Store Room</td>
<td>200</td>
<td>1</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Regular Interview Room</td>
<td>110</td>
<td>4</td>
<td>440</td>
<td>sound proof/video capability</td>
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<tr>
<td>Interview Observation Room</td>
<td>175</td>
<td>1</td>
<td>175</td>
<td></td>
</tr>
<tr>
<td>Communications Division/dispatch</td>
<td>475</td>
<td>1</td>
<td>475</td>
<td></td>
</tr>
<tr>
<td>Dispatch Supervisor</td>
<td>144</td>
<td>1</td>
<td>144</td>
<td>office</td>
</tr>
<tr>
<td>Dispatch Restroom/break area</td>
<td>125</td>
<td>1</td>
<td>125</td>
<td></td>
</tr>
<tr>
<td>Male Locker Rooms</td>
<td>10</td>
<td>65</td>
<td>650</td>
<td>10 sf per locker -</td>
</tr>
<tr>
<td>Male Restroom &amp; Showers</td>
<td>275</td>
<td>1</td>
<td>275</td>
<td>2 showers</td>
</tr>
<tr>
<td>Female Locker Rooms</td>
<td>10</td>
<td>30</td>
<td>300</td>
<td>10 sf per locker -</td>
</tr>
<tr>
<td>Female Restroom &amp; Showers</td>
<td>275</td>
<td>1</td>
<td>275</td>
<td>2 showers</td>
</tr>
<tr>
<td>Roll Call Room/Computer Training</td>
<td>550</td>
<td>1</td>
<td>550</td>
<td>10-12 people</td>
</tr>
<tr>
<td>Command Meeting Room/Emergency Management Facility</td>
<td>500</td>
<td>1</td>
<td>500</td>
<td>6 people</td>
</tr>
<tr>
<td>Crime Analysis/Victim Service Office</td>
<td>300</td>
<td>1</td>
<td>300</td>
<td>accommodate 3 employees</td>
</tr>
<tr>
<td>Evidence Storage Facility</td>
<td>900</td>
<td>1</td>
<td>900</td>
<td></td>
</tr>
<tr>
<td>Evidence Facility Office</td>
<td>144</td>
<td>1</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Space Name</td>
<td>Net Area</td>
<td>Occupants</td>
<td>Total Net Area SF</td>
<td>Program Requirements</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------</td>
<td>-----------</td>
<td>-------------------</td>
<td>-----------------------------------------------------------</td>
</tr>
<tr>
<td>Weapons (arsenal) Storage</td>
<td>200</td>
<td>1</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Sally Port for Prisoner Pick ups and drop offs - Vehicle Processing</td>
<td>750</td>
<td>1</td>
<td>750</td>
<td>2 vehicle w/ storage</td>
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<tr>
<td>Holding Facility</td>
<td>40</td>
<td>18</td>
<td>720</td>
<td>40 SF each; (18) prisoners minimum - 1 large 4-6p; 4 regular 2p; 1 female 4p</td>
</tr>
<tr>
<td>Process Holding Area</td>
<td>368</td>
<td>1</td>
<td>368</td>
<td>Adjacent to Sally Port</td>
</tr>
<tr>
<td>Detainee's Shower</td>
<td>75</td>
<td>1</td>
<td>75</td>
<td>Shared w/Detainee Unisex restroom</td>
</tr>
<tr>
<td>Detainee's Unisex Restroom</td>
<td>75</td>
<td>1</td>
<td>75</td>
<td></td>
</tr>
<tr>
<td>Detainee / Visitor Room</td>
<td>120</td>
<td></td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>Two (person) Station Pistol Range</td>
<td>125</td>
<td>2</td>
<td>250</td>
<td>25 x 5</td>
</tr>
<tr>
<td>Pistol Range Storage</td>
<td>100</td>
<td>1</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Office for Records Room Supervisor</td>
<td>144</td>
<td>1</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Records Room / Storage</td>
<td>800</td>
<td></td>
<td>800</td>
<td>3 records clerks - short term and long term storage</td>
</tr>
<tr>
<td>Employee lunch room/employee lounge area</td>
<td>200</td>
<td>1</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>Backup Generator room and Radio Base Stations Storage</td>
<td>0</td>
<td></td>
<td>0</td>
<td>Generator Outside of building</td>
</tr>
<tr>
<td>Parking for Police Vehicles</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>29 police cars - min 30 staff</td>
</tr>
<tr>
<td>Mechanical</td>
<td>300</td>
<td>1</td>
<td>300</td>
<td></td>
</tr>
<tr>
<td>Electrical Services</td>
<td>250</td>
<td>1</td>
<td>250</td>
<td></td>
</tr>
<tr>
<td>Janitors</td>
<td>100</td>
<td>1</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Tele/Data</td>
<td>100</td>
<td>1</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>750</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Area Square Foot</td>
<td></td>
<td></td>
<td></td>
<td>13,107</td>
</tr>
<tr>
<td>Design Gross in SF Factor</td>
<td></td>
<td></td>
<td></td>
<td>20% Circulation, Structure Partitions</td>
</tr>
<tr>
<td>Design Gross in SF Total</td>
<td></td>
<td></td>
<td></td>
<td>16628</td>
</tr>
<tr>
<td>Building Gross in SF Factor</td>
<td></td>
<td></td>
<td></td>
<td>10% Building Gross SF</td>
</tr>
<tr>
<td>Building Gross SF</td>
<td></td>
<td></td>
<td></td>
<td>18291 Total Square Foot</td>
</tr>
</tbody>
</table>
## University City Police Department

<table>
<thead>
<tr>
<th>Building Construction Cost - s.f.</th>
<th>low range</th>
<th>high range</th>
<th>per sf costs -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Construction Contingency Allowance</td>
<td>$195.00</td>
<td>$3,566,791.80</td>
<td>$235.00</td>
</tr>
<tr>
<td>Soft Costs - A/E, Attty; Testing; Insurance; other professional fees</td>
<td>15%</td>
<td>$535,018.77</td>
<td>15%</td>
</tr>
<tr>
<td>Furniture, Fixtures, Equipment</td>
<td>10%</td>
<td>$356,679.18</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Sub Total - Project Cost</strong></td>
<td><strong>$4,636,829.34</strong></td>
<td><strong>$5,587,973.82</strong></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>10%</td>
<td>$463,682.93</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total - Project Cost</strong></td>
<td><strong>$5,100,512.27</strong></td>
<td><strong>$6,146,771.20</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Municipal Courts</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Court</td>
<td>2000</td>
</tr>
<tr>
<td>Court Clerks</td>
<td>800</td>
</tr>
<tr>
<td>Storage</td>
<td>75</td>
</tr>
<tr>
<td>Lobby</td>
<td>100</td>
</tr>
<tr>
<td>Judge / Attty Office</td>
<td>144</td>
</tr>
<tr>
<td>Restrooms</td>
<td>120</td>
</tr>
<tr>
<td><strong>ADD Municipal Courts Components (Square Footage from program abv)</strong></td>
<td><strong>$195.00</strong></td>
</tr>
<tr>
<td>Site Construction Contingency Allowance</td>
<td>5%</td>
</tr>
<tr>
<td>Soft Cost due to ADDITION of Municipal Courts</td>
<td>15%</td>
</tr>
<tr>
<td>FF&amp;E due to ADDITION of Municipal Courts</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total - Project Cost - WITH Municipal Courts</strong></td>
<td><strong>$5,952,018.77</strong></td>
</tr>
</tbody>
</table>

These estimates are based on a standard site development situation. It does not include excessive site development costs such as rock excavation, etc.
The estimates above are based on limited information obtained by Archimages, Inc. on 8/25/11 and are to be used as a cost opinion based on historical data. Detailed Programming, Site Selection and limited preliminary design with the Owner is required to achieve accurate cost opinions.
## University City Police Department - Existing Building Renovation

<table>
<thead>
<tr>
<th>Construction Category</th>
<th>Pricing Unit</th>
<th>Cost per Unit</th>
<th>Extended Cost</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Building Exterior</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Exterior Skin</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Re-point all masonry, Recaulk</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repair masonry, Relash as required</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(415 sf x 30 h = 12,450 sf)</td>
<td>12,450 sf</td>
<td>$20.00 /sf</td>
<td>$249,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Exterior Window Replacement</strong></td>
<td>30 ea</td>
<td>$4,000.00 /ea</td>
<td>$120,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Exterior Stair from Second Floor</strong></td>
<td>1 ls</td>
<td>$185,000.00 /lf</td>
<td>$185,000.00</td>
<td></td>
</tr>
<tr>
<td>*** Copings/Roof Modifications ***</td>
<td>750 lf</td>
<td>$38.00 /lf</td>
<td>$28,500.00</td>
<td></td>
</tr>
<tr>
<td>*** Foundation Drainage***</td>
<td>1 ls</td>
<td>$30,000.00</td>
<td>$30,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Building Interior Modifications</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Interior Demolition</strong></td>
<td>27,276 sf</td>
<td>$9.75 /sf</td>
<td>$265,941.00</td>
<td></td>
</tr>
<tr>
<td><strong>Mechanical Systems</strong></td>
<td>27,276 sf</td>
<td>$25.00 /sf</td>
<td>$681,900.00</td>
<td></td>
</tr>
<tr>
<td>New Ductwork, New Systems</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Separate Speciality Systems</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fire Protection Modifications</strong></td>
<td>27,276 sf</td>
<td>$4.50 /sf</td>
<td>$122,742.00</td>
<td></td>
</tr>
<tr>
<td><strong>Rework Existing Heads - Redesign</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Plumbing Modifications</strong></td>
<td>27,276 sf</td>
<td>$7.25 /sf</td>
<td>$197,751.00</td>
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</tr>
<tr>
<td><strong>Modify Existing Facilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Relocate Staff Facilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>New Security Type Facilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## University City Police Department

<table>
<thead>
<tr>
<th>Electrical Modifications</th>
<th>27,276 sf</th>
<th>$38.50 /sf</th>
<th>$1,050,126.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rework Electrical Systems Throughout</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>New Wire, New Devices, New Fixtures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*** Structural Repair Budget</td>
<td>27,276 sf</td>
<td>$5.50 /sf</td>
<td>$150,018.00</td>
</tr>
<tr>
<td>Interior Finishes</td>
<td>27,276 sf</td>
<td>$72.50 /sf</td>
<td>$1,977,510.00</td>
</tr>
<tr>
<td>Drywall Partitions, Doors, Locks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interior Finishes, Interior Windows</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Holding Cells, Locker Room</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Building Construction Cost - Sub Total**

<table>
<thead>
<tr>
<th>Building Construction Costs</th>
<th>27,276 sf</th>
<th>$5,058,488.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Construction Contingency Allowance</td>
<td></td>
<td>$185.46 estimated cost per s.f.</td>
</tr>
<tr>
<td>1%</td>
<td></td>
<td>$50,584.88</td>
</tr>
<tr>
<td>Soft Costs - A/E, Attorneys, Testing, Insurance; other professional fees</td>
<td>15%</td>
<td>$758,773.20</td>
</tr>
<tr>
<td>Furniture, Fixtures, Equipment</td>
<td>10%</td>
<td>$505,848.80</td>
</tr>
<tr>
<td><strong>Sub Total - Project Cost</strong></td>
<td></td>
<td>$6,373,694.88</td>
</tr>
<tr>
<td>Contingency</td>
<td>10%</td>
<td>$637,369.49</td>
</tr>
<tr>
<td><strong>Total - Project Cost</strong></td>
<td>27,276 sf</td>
<td>$7,011,064.37</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$257.04 estimated cost per s.f.</td>
</tr>
</tbody>
</table>

*** The estimates are budgets only. Roofing, Foundation Waterproofing, and Structural items can become extensive rework should additional issues be discovered. Actual costs can vary greatly depending on actual findings.

The cost opinion above is based on limited information obtained by Archimages, Inc. and is not based on any type of structural analysis, in-depth investigations or professional reports and are to be used as a cost opinion based on historical data. Detailed Programming, Structural Analysis and limited preliminary design with the Owner is required to achieve accurate cost opinions.
ARCHIMAGES (Observational Analysis – Inventory)

- No Operational Analysis
- August 25, 2011

NEW POLICE FACILITY:
- **18,291 GSF**; less than **50%** of the Existing Gross Utilized Square Footage of 42,713 GSF currently utilized.
  - There may be inefficiencies; but not this much.
- Gross up factors are LOW: 20% Design (Departmental) and 10% Building Gross (Building); 30% Total Gross Up Factor – more appropriate for a purely administrative facility; City Hall.
  - Minimum 20% for Administrative and up to 50% for Holding
  - Do not take into account the diversity of spaces in a Police Facility.
- Missing:
  - Bureau of Services (Entire Bureau Missing)
  - Support, Quarter Master Services, IT work room and Storage
  - Communications
  - Personnel; Communication Server Room
  - Investigations
    - St. Louis County – Family Court
    - Waiting, Restroom, Soft Interview
- Patrol
  - Report Writing, Patrol Equipment Storage, Weapons Cleaning, Kennel
- Holding
  - Interrogation Rooms, Line Up Room
  - Processing and holding is only 30% of Departmental Need.
  - No Bulk Evidence
- Miscellaneous:
  - Forensic Garage and Evidence Preparation Space
  - Minimal Sally Port; Department can have two full sized vans at once.
  - Firing Range – Should be 500 sf per lane (not 250 sf)
    - Missing – Control Room, Arms Cleaning, Target Storage, Ammo Storage, Toilet, Sound-lock, and Range Training Room
- General Lack of or insufficient allocation of Required Support Spaces:
  - Files, Storage, IT Server Rooms, Data/Communications, restrooms, elevator requirements, etc.
- High Range SF Construction Cost is Close to ours; however, Allowances, Soft Costs, and Contingencies (which in total seems very high) yields a Total Project Cost of $336/SF
  - Their data is significantly off in square footage and operational requirements of the Department.
- Budgets would need to be projected to 2016 dollars:
  - 14%: 2011 to 2014
  - 12%: October 2014 to October 2015
  - 2.6%: through January 2016
- **Municipal Court:**
  - 3,359 NSF; **Does not appear to have ever had a GROSS UP FACTOR applied.**
    - With Gross Up: 4,367 GSF
  - Lobby of 100 NSF is too small to process 150 to 200 people for court;
    - Security/Metal Detector.
    - 75 NSF for storage is insufficient; we have planned space for Multi-Function.

- **EXISTING ANNEX RENOVATION**
  - No context for the 27,276 sf (Net square footage? Gross square footage?) Is there a program? How would the uses fit within the building?
  - Any allowance for Municipal Court?
    - There really aren’t any spaces within the existing facility that could accommodate a Municipal Court – column spacing, etc.
  - Essential Services requirements and budgets are not addressed.
  - Once more; 40% less space than they currently utilize; 42,713 GSF.
  - MEP/FP Systems cost are more in line with new construction.
    - Indicate ‘Modification’ of systems; all systems need to be completely removed and replaced.
    - Indicates ‘reworking’ of existing fire protection heads; there is NO fire protection system within the existing building.
  - No budget for hazardous material abatement.
  - No budget for requirement of construction phasing.
  - No clear budget for data/communication provisions.
  - 10% Contingency for renovation is too low; 15% to 20% would be more realistic.
### University City Police Department

<table>
<thead>
<tr>
<th>Area (SF)</th>
<th>Cost/SF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Building Renovation</td>
<td>30,750 s.f.</td>
<td>$150.00</td>
</tr>
<tr>
<td>New Addition</td>
<td>38,500 s.f.</td>
<td>$225.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>$13,237,500.00</strong></td>
</tr>
<tr>
<td>Historic Tax credit</td>
<td></td>
<td>-$52,767,500.00</td>
</tr>
<tr>
<td><strong>Total Construction Cost</strong></td>
<td></td>
<td><strong>$6,007,500.00</strong></td>
</tr>
</tbody>
</table>
Trivers Associates

- No Operational Analysis
- No Program Analysis

April 02, 2015

- Program was not coordinated with the Police Department
  - 46,971 sf (net or gross); is more than we have programmed even with Municipal Courts.
  - Municipal Court or Court Administration not included?
  - ‘City Offices’?
  - Lobby should be adjacent to Administration, Records, and Courts
    - Dispatch and Bureau of Operations should not have direct Public contact
  - Bureau of Services and ‘City Offices’ in Basement Level?
  - Basement Storage Area is extremely large; does not account for water issues and limited head height.
  - Level changes within the existing facility don’t seem to have been taken into account.
  - No Basement or Second floor lobby areas
  - Elevator is only on the secure side of the facility; no public elevator connection of all floors.
  - Sally Port is too large.
  - Firing Range is huge.
Renovation Cost:

- Does not seem to account for:
  - Complete replacement of all MEP systems
  - Addition of Fire Protection System
  - Demolition for Addition
  - Gut Demolition of Existing Facility
  - Hazardous Material Abatement
  - Essential Services Requirements
  - Phasing
  - Relocation
  - Contingency; unforeseen conditions

New Addition:

- Square foot cost is more geared to an administrative building rather than a police facility; safety and security.
- Appears to be a Construction Cost only estimate
  - No Soft Costs:
    - FF&E
    - Fees
University City Police Department Facility Analysis