



CITY OF MERCED

Meeting Agenda

City Council Chamber
Merced Civic Center
2nd Floor
678 W. 18th Street
Merced, CA 95340

City Council/Public Finance and Economic Development Authority/Parking Authority

Monday, September 30, 2019

6:00 PM

City Council Chamber, 2nd Floor, Merced Civic
Center, 678 W. 18th Street, Merced, CA 95340

Study Session at 6:00 PM

NOTICE TO PUBLIC

WELCOME TO THE SPECIAL MEETING OF THE MERCED CITY COUNCIL

At least 72 hours prior to each regular City Council meeting, a complete agenda packet is available for review on the City's website at www.cityofmerced.org or at the City Clerk's Office, 678 W. 18th Street, Merced, CA 95340. All public records relating to an open session item that are distributed to a majority of the Council will be available for public inspection at the City Clerk's Office during regular business hours. Spanish and Hmong translation is available at every regular meeting.

PUBLIC COMMENT: OBTAIN SPEAKER CARD FROM THE CITY CLERK

Members of the audience who wish to address the City Council are requested to complete a speaker card available at the podium against the right-hand side of the Council Chamber. Please submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Comment will be limited to agenda items only at Special Meetings.

INDIVIDUALS WITH DISABILITIES

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk at (209) 388-8650. Assisted hearing devices are available for meetings held in the Council Chamber.

A. CALL TO ORDER

A.1. Pledge of Allegiance to the Flag

B. STUDY SESSION ROLL CALL

C. STUDY SESSION

- C.1. [19-590](#) **SUBJECT: Study Session to Allow for Council Direction on the Proposed Police Headquarters and Fire Facility Including, but not Limited to, Sizing and Configuration, Financing Structure, and Funding**

Requirements

REPORT IN BRIEF

Study Session to allow Council direction on the Proposed Police Headquarters and Fire facility including, but not limited to, sizing and configuration, financing structure and funding requirements.

RECOMMENDATION

Provide staff direction on next steps for the proposed Police and Fire facility sizing and configuration, financing structure, and funding requirements.

D. ADJOURNMENT



ADMINISTRATIVE REPORT

Agenda Item C.1.

Meeting Date: 9/30/2019

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RECOMMENDATION

Provide staff direction on next steps for the proposed Police and Fire facility sizing and configuration, financing structure, and funding requirements.

ALTERNATIVES

None.

AUTHORITY

City of Merced Charter, Section 200

CITY COUNCIL PRIORITIES

FY 2019/20 City Council Priorities

DISCUSSION

Over the past year, several steps have been taken to continue the discussion on Public Facility Improvements, including hiring LPA, Inc., in partnership with MWL, Inc., to perform a Needs Assessment related to a Police Headquarters. A draft report of the space needs for a Police Headquarters was provided to the City this past June. The draft report is included for Council's consideration. LPA, Inc., and MWL, Inc., will be presenting their preliminary findings to finalize the report. Once the Needs Assessment is complete, LPA, Inc., can then begin the initial design and cost estimations needed to evaluate funding for this project.

While the Needs Assessment was taking place, staff also worked to negotiate the sale of the Mansionette Ave. property to Valley Children's Hospital. Direction was provided to the Office of Economic Development to issue a Development Opportunity Request for Proposal (RFP) for the former Sun-Star facility. The RFP will be issued on September 30, 2019. Proposals are due November 8, 2019, to allow for the selection of a developer for the re-use opportunity by late December 2019. Proceeds received related to the sale of these properties are to be returned to the

Police Headquarters Project Fund, adding to the already accumulated PFFP funding.

In addition to evaluating properties, staff have also been taking the necessary steps to prepare the agency financially, should the Council choose to exercise bonding options. The City has a retainer agreement with Fieldman Rolapp & Associates to provide financial advice related to such matters. As a result of their efforts, the Finance Department has updated several policies, is increasing the City's capacity to better manage its Treasury Pool, and continues to seek out options that will provide the greatest financial flexibility for the Council on a go-forward basis. Fieldman Rolapp & Associates will also attend the Study Session to provide input on available resources, Assessed Value growth rates, and financing options. LAP, Inc., has offered to bring a subject-matter expert that specializes in public-private partnerships to add to the financial options discussion.

Staff are seeking direction on all aspects of the project in order to take the next steps for design and financing.

IMPACT ON CITY RESOURCES

No appropriation of funding is needed at this time.

ATTACHMENTS

1. Police Headquarters Presentation (from the August 5, 2019, Council meeting for background information)
2. Draft Needs Assessment

The background is a dark blue gradient with a faint, abstract line graph. The graph features a white line with several data points, some of which are highlighted with orange circles. A large, semi-transparent white 'L' shape is positioned on the left side of the slide, partially overlapping the graph. The text 'PUBLIC FACILITIES UPDATE' is displayed in a bold, white, sans-serif font, centered on the right side of the slide. Below the title, the text 'City Council Meeting – August 5, 2019' is written in a smaller, white, sans-serif font. In the bottom right corner, there is a small, faint number '1'.

PUBLIC FACILITIES UPDATE

City Council Meeting – August 5, 2019

Public Facilities Background

- June 18, 2018 – Council direction to not move forward with ballot item
- July 10, 2018 – Issued RFP for Police Headquarters Needs Assessment
- January 22, 2019 – Council approved Needs Assessment Contract with LPA, Inc.
- February – May 2019 – Data collection and meetings with Police Department
- October 2018 – March 2019 – Negotiated sale of Mansionette property
- June 2019 – Draft report with initial sizing data received from LPA, Inc.
- August 5, 2019 – Options for Council's Consideration

Decision Points

- Police/Fire Project Scope
 - *Staffing*
 - *Building Size*
 - *Property Sales Proceeds & Location Direction*
- Financing Structure Assumptions
 - *Impact Fee Inclusion*
 - *Assessed Value*
 - *Bond Issuance Amount, Number and Type*

Future Fire Stations

Station 54 Relocation - Gateway Shopping Center			
Building	7,000 sqft	\$653/sqft	\$4,571,000
Response Vehicle			\$350,000
Total			\$4,921,000
Station 56 - Merced College			
Building	7,000 sqft	\$653/sqft	\$4,571,000
Engine			\$875,000
Response Vehicle			\$350,000
Total			\$5,796,000
Station 57 - Bellevue Ranch/UC Merced			
Building	7,000 sqft	\$653/sqft	\$4,571,000
Ladder Truck			\$1,700,000
Engine			\$875,000
Total			\$7,146,000
Grand Total			\$17,863,000

Total cost at \$725/sqft is approx. \$19.4 mil

Police Station Options

	Option 1		Option 2		Option 3	
Sworn/Non	201	72	154	55	98	39
Facility Size	74,938 sqft		66,000 sqft		56,000 sqft	
\$653/sqft	\$49.0 mil		\$43.1 mil		\$36.6 mil	
\$725/sqft	\$54.4 mil		\$47.9 mil		\$40.6 mil	

Property Value & Location Direction

Property	Cash Value
Mansionette Property	\$2,100,000
Sun-Star Property (est.)	\$2,000,000
Central Station - 23 rd Street (est.)	\$800,000
Total	\$4,900,000

Direction to staff on what locations to evaluate

Future Impact Fee Estimate

	Option 1		Option 2		Option 3	
Sworn/Non-sworn	201	72	154	55	98	39
Building Size	74,938 sqft		66,000 sqft		56,000 sqft	
Est. Cost @ \$653/sqft	\$49.0 mil		\$43.1 mil		\$36.6 mil	
Growth Factor of 35%	\$17.1 mil		\$15.1 mil		\$12.8 mil	
Est. Collected by 2035	\$12.8 mil		\$11.3 mil		\$9.5 mil	

Assumes that Impact fees are increased to support future cost of facility and that development continues at current pace.¹¹

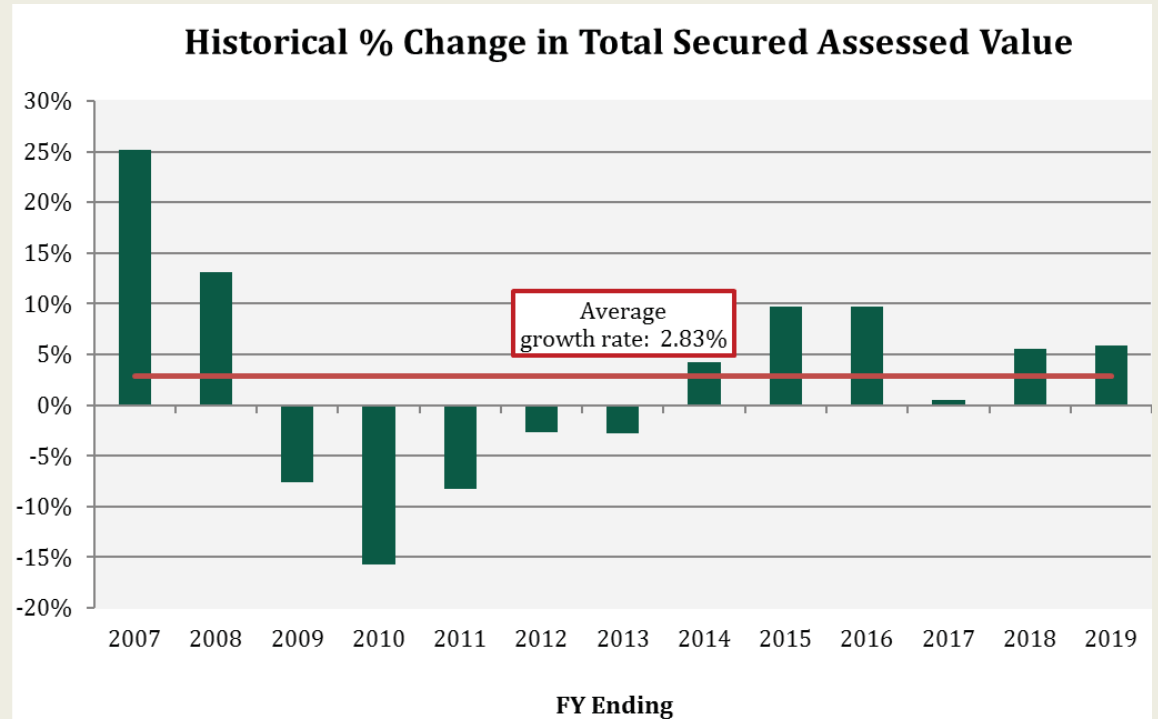
Current Impact Fee Totals

	Fire PFFP	Police PFFP
Current Total	\$2,509,229	\$2,998,146
10 Year Average	\$126,201	\$131,900

- Impact Fees are not viewed as marketable for bond issuance
- Impact Fees will only account for 35% of total project cost
- Would require separate bond issuance and secured by the General Fund

Property Tax Value – AV Growth Rate

FY Ending	Assessed Valuation - Secured	% Change
2006	\$3,635,277,414	NA
2007	\$4,549,673,676	25.15%
2008	\$5,147,434,121	13.14%
2009	\$4,756,208,583	-7.60%
2010	\$4,006,604,309	-15.76%
2011	\$3,675,277,149	-8.27%
2012	\$3,578,058,132	-2.65%
2013	\$3,477,103,589	-2.82%
2014	\$3,625,924,130	4.28%
2015	\$3,978,742,419	9.73%
2016	\$4,363,186,847	9.66%
2017	\$4,383,007,366	0.45%
2018	\$4,626,630,714	5.56%
2019	\$4,898,077,136	5.87%
Average since 2006		2.83%



Financing Structure Assumptions

- What Impact Fees to include
- Assessed Value growth factor
- Level Debt v. Escalating Debt Service Structure
- Number of Bond Issuances

Summary of Decision Points

- Police/Fire Project Scope
 - *Staffing*
 - *Building Size*
 - *Property Sales Proceeds & Location Direction*
- Financing Structure Assumptions
 - *Impact Fee Inclusion*
 - *Assessed Value*
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Upcoming Meetings

- August 8 – National Night Out in Applegate Park, 6pm
- August 9 – Breakfast Rotary at Paul's Place, 6:30am
- August 12 – Kiwanis at Elk's Lodge, 12pm
- August 13 – Merced Business Exchange at Jantz Bakery, 8am
- August 13 – Neighborhood Watch Block Captain's meeting at Central Station, 6pm
- August 28 – Merced Boosters, 7pm, tbd
- August 29 – Breakfast Lions, Merced College Cafeteria, 7am

- Additional meetings include: Merced Parent Café, Merced Realtors

Next Steps

- Staff to develop rate per \$100,000 and return to Council with an update on August 19th
- Staff to return to Council on August 19th with following amendments
 - *LEG contract to allow for March ballot items (Charter Amendment and/or Facility Measures)*
 - *FM3 contract to conduct second tracking survey in September with results available to Council in October*

City of Merced, California
police station space needs assessment



McClaren, Wilson & Lawrie, Inc. & LPA, Inc.
architects in public safety • Draft: June 10, 2019

cover letter



LPA, Inc.

June 10, 2019

5301 California Ave., Suite 100
Irvine, California 92617

Chief Christopher Goodwin, Chief of Police
Merced Police Department
611 West 22nd Street
Merced, CA 95340

Re: City of Merced Police Station
Police Station Space Needs Assessment
& Site Feasibility Study



McClaren, Wilson & Lawrie, Inc.

8705 North Central Avenue
Phoenix, Arizona 85020

Dear Chief Goodwin:

LPA Inc. and McClaren, Wilson, and Lawrie, Inc. appreciate this opportunity to be of service to the City of Merced. We respectfully submit this draft copy of the Merced Police Station Space Needs Assessment for your review. The chance to meet and work with you and your dedicated officers and staff of the Merced Police Department has been wonderful.

With the growth of both the University of California at Merced and the economy as a whole, Merced will certainly see growth in its population and corresponding growth in regional commerce. Together these influences will drive increased demands for police services.

The current police station is aged, severely overcrowded and at risk relative to accreditation standards. Perhaps most importantly it lacks the type of community spaces needed to embrace the Vision Statement of the Merced Police Department:

"To be a trusted professional organization renowned for exceptional, ethical service, committed to the communities within Merced."

Recognizing this, the City of Merced commissioned this study to provide answers to the following questions:

*Architecture for Law Enforcement
And the Forensic Sciences*

Arizona • Illinois • Virginia

www.mwlarchitects.com

- 1) How much built space and site is required to provide for a safe and practical replacement police station?
- 2) What are the various options available to Merced regarding site development?

3) How many stories should the police station be to result in an operationally efficient Police Station?

4) What options (test fit) exist at the proposed Sun-Star site on G Street to address needed building and parking needs?

5) What does that result in relative to parking, at grade, or in a parking structure or structures?

6) Based on the proposed site development options (test fits) what would be a reasonable budget to develop such a facility?

With the completion of this Space Needs Assessment report we have answered questions 1-3. In preparation for a workshop with you, our team has begun work on items 4-5, preparing test fit studies that apply these space and site needs to the Sun-Star site.

Once the top ranked test fit is identified, item 6, a recommended project budget, will be prepared for consideration by the City of Merced.

It is a continuing pleasure to work with you on this exciting project. We look forward to meeting with you at our upcoming workshop.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeremy Hart', with a long horizontal line extending to the right.

Jeremy Hart, AIA LEED AP BD+C
Director of Civic + Cultural
Associate • LPA Inc.

A handwritten signature in black ink, appearing to read 'James Lewis McClaren', with a long horizontal line extending to the right.

James Lewis McClaren AIA OAA NCARB
Sr. Principal • McClaren, Wilson & Lawrie, Inc.

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*this document is dedicated to the citizens and visitors of Merced
and to the first responders who proudly serve them
every hour, every day*

executive summary



executive summary

McClaren, Wilson and Lawrie, Inc. was retained to assess the short and long-term space needs for the Merced Police Department based on growth milestones in Years 2025, 2030 and 2035.

The consultant's effort included research of operational data, and an interactive data gathering process that employed staff questionnaires followed by on-site staff interviews.

today

Currently, Merced's Police Department is housed in an amalgamation of buildings at several locations within the City. Built in 1959 and expanded in 1981, the original police headquarters building was designed for a smaller police department in a different era. It currently serves staffing levels that have grown multiple times higher and employ techniques and technology never envisioned when the existing headquarters was first built.

The building suffers from severe overcrowding and does not provide ADA compliant barrier-free accommodations. Its infrastructure does not support emerging police technology.

tomorrow

We recommend that a new building or building(s) be planned to offer adequate code-compliant space with flexibility built-in to allow for incremental development as additional spaces become needed.

Further, the consultant recommends that police long-term space needs be developed as a modern purpose-built community police facility.

A specific site should be selected to accommodate construction of a two-building complex supported by surface parking. In a two-building approach, one building would be a traditional police station structure that provides support for Patrol, Records and Investigations policing activities. The other building would be a utilitarian warehouse type structure to provide secure space to house evidence, specialized training, specialty equipment and year-round protection for Merced's technology-rich specialized police fleet vehicles.

The consultant based future growth data provided in the “City of Merced Vision 2030 General Plan”, as it was directed by the City of Merced.

The projected growth and expansion of the Merced Police Department is in line with the department’s effort to continually provide the best law enforcement services to the community within the available resources. Although needed now, and documented as part of baseline staffing, future staffing and programs, include community policing programs, increased participation with local task forces, expansion of Investigations, Patrol, Volunteer services, Traffic Unit, Communications, and Records Divisions. In addition, it enables involvement with schools and the community via increased participation in the School Resource Officer Program and dedicated personnel to crime prevention strategies. Moreover, workspace has been included to enable specialized training, community meetings, youth programs, volunteers, plus dedicated space for future regional public safety joint-partnerships.

conclusions

building square footage (sf) required

	year 2025	year 2030	year 2035
built as two buildings			
main police station (includes sally port)	50,199	54,136	57,700
support building	23,784	24,160	24,534

parking spaces required

Parking requirements for the facility include 356 parking spaces.

316 securable spaces would service for staff and fleet vehicles.

40 spaces would be for visitors, based on 2 persons per car, attending events at the community meeting / multi-purpose rooms included in the project.

**goals, methodology,
applicable trends & influences**



goals

The City of Merced California retained the team of McClaren, Wilson & Lawrie, Inc. and LPA, Inc., hereby referred to as the consultant, to conduct a space and site needs assessment study for Merced Police Department. The space needs assessment study process was tasked with the following primary goals and tasks:

Task 1

1. Assess current conditions and identify deficiencies
2. Assess and quantify present and future space needs
3. Assess and quantify present and future site needs

Task 2

1. Evaluate and determine the feasibility of various sites presented by the City of Merced.

Task 3

1. Prepare a concept “test fit” plan for the top ranked site (or sites).
2. Prepare a development budget corresponding to the concept plan.

the current police station

Erected in 1959 and having a second story added in 1981, the Merced Police Department Headquarters is overcrowded, outdated and in need of replacement. Knowing this, the City of Merced has set out to locate a new site that is appropriate to build a new police headquarters and to program and design a state-of-the-art facility to place on it.

With the current population at approximately 87,000 people, the City of Merced anticipates its population growing to 152,000 inhabitants by 2035. A new facility is needed to allow for both population growth and modern techniques of policing and the supporting technologies required to implement them. A major reason for this anticipated growth is the recent creation of the University of California at Merced, located in the northeast section of the City.

With the majority of the anticipated growth happening between the new university's location and the current downtown, shifting the location for the new police headquarters toward the northeast of its current location seems logical, as this will place it closer to the center of the grown city.

Located on an approximate .9-acre site at 611 W 22nd Street, the approximate 20,000 square foot Merced Police Department Central Headquarters is hemmed in with no place to grow. It is an overcrowded antiquated facility with a number of deficiencies, liabilities and vulnerabilities that are explored in this report. In fact, having outgrown this location, the evidence section maintains only a small area within this facility for accommodating patrol officers' and detectives' packaging and depositing of evidence. The main storage and evidence management facility is located at a rented facility comprised of an approximate 11,000 square warehouse facility on approximately 1.3 acres of land on Grogan Avenue. A south district sub-station exists at 470 W 11th Street, is to remain, and is not a part of this study.



Existing Merced Police Headquarters site plan

police facility space needs study

goals, methodology, applicable trends & influences

A key concern regarding the police building is its age and potential resilience to future seismic events. The building predates the California Essential Services Buildings Seismic Safety Act (ESBSSA) of 1986 – whose description is found in California’s Health and Safety Code, Chapter 2, sections 16000 – 16022). In the ESBSSA all buildings built, or repurposed for use in California as police stations or emergency communications centers, must be structurally designed to an elevated structural level deemed “Essential” (defined in Title 24, Part 1 of the California Building Standards Administrative Code, Chapter 4, Articles 1-3). It is important to note that ESBSSA standards specifically prohibit City and County jurisdictions from opting out of this law.

Hence, any expansion or renovations of the present building would trigger complete reinforcement of all major structural components and systems.

methodology

The study began with the consultant team conducting a kick-off meeting to describe the study process and schedule. We then solicited background data and prepared and distributed questionnaires for the police department to complete.

The project questionnaires focused on both the specific needs of each unique component area of the police department and certain areas that are available to all staff (Fitness, Lunch Room etc.).

The questionnaires also focused on process and procedures. We asked that programs and equipment in use today be described and what programs and equipment are anticipated in the future. We specifically asked if there were any programs and equipment that would be phased out or possibly delivered on a regional basis.

Once questionnaires were returned, the consultant made a multi-day site visit to tour all police facilities and conduct an in-depth series of staff interviews. During staff interviews, staff from every working unit was invited to meet and provide detailed input, describe process, equipment and procedures.

By interviewing a large cross section of staff, each with significantly different needs, the interview process was inclusive and interactive. Our interview workshop relied on questions testing key needs to assure a document that reflects space needs rather than wants.

With this research in hand, the consultant team prepared a detailed space and site needs

police facility space needs study

goals, methodology, applicable trends & influences

spreadsheet and scheduled a line-by-line web-based review workshop with the Police Department. A series of refinements were then made to the square footage spreadsheets.

With the approval of this space needs assessment the consultant is prepared to undertake the site feasibility assessment(s) and move forward with development of a set of concept plans and development of a corresponding project budget.

This study provides Merced with organized data suitable for long-term decision-making. The consultant would like to point out that this space needs assessment was prepared as a starting point or benchmark, it is not intended to finalize or lock in any specific design or site.

applicable trends and influences

Traditionally, architects anticipate long-term police facility needs based on the future projections of resident population coupled with applicable corresponding regional and contextual influences. In Merced contextual issues associated with the new University of California at Merced campus may also play a strong role.

planning milestones

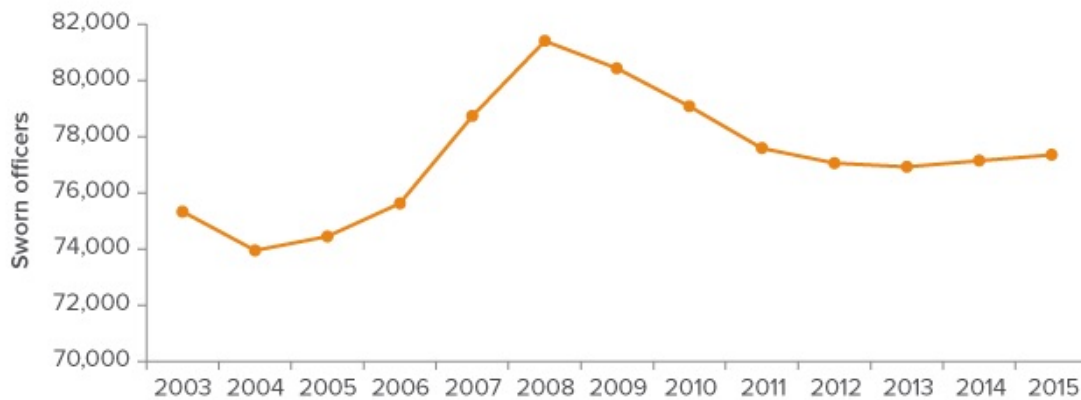
Based on data provided in the “City of Merced Vision 2030 General Plan”, as directed by the City of Merced, the consultant based long-term space needs using factors that contemplate a 46.7% growth in resident population from today through the year 2025, an additional 12.8% growth by 2030, and an additional 10.7% growth by year 2035. .

the value of police officers to communities recovering from the recession

Like most regions of the nation, Merced was significantly impacted during the 2007-2009 recession. Although the Merced Police Department has demonstrated creativity and exceptional resourcefulness in providing service during this time, as the local economy improves, we anticipate pressure to elevate police services.

To underscore that point, we note that the non-profit, non-partisan Public Policy Institute of California (PPIC) states that “research finds that an additional police officer reduces crime by 1.3 violent crimes and 4.2 property crimes per year. Other recent evidence estimates that the crime-reducing benefits of hiring an additional police officer exceed \$300,000 per year, much more than the annual cost of an additional officer”.

This is important when we consider that PPIC further asserts that staffing cuts made to law enforcement throughout California during the Great Recession between 2008 and 2015 have still left most police departments down 7% statewide.



California's Law Enforcement Staffing Has Not Rebounded Since the Great Recession

* Source: California Department of Justice's Criminal Profiles 2013-2012 and Crime on California 2013-2015, Criminal Justice Full-Time Personnel.

a national perspective

Although the most applicable trends affecting Merced may be local in nature, Merced will also be affected by national trends. Regrettably, there are currently no formulaic equations to precisely calculate the direct impact on space needs, so it is important to remain cognizant of the trends and plan for periodic adjustments to staffing.

National demographics do identify that, over the life of Merced's new police station, the nation will become more diverse and increasingly younger. Historically, when the median age of a regions decline, cyclical periods of increasing violent crime follow.

As a community, Merced faces a future with a lot going for it. Its sunny climate, strategic location, and relatively affordable housing offers economic promise.

The Consultant recommends planning the flexible new police facility to support and protect a region that will continue to recover and grow.

**embracing the reality of today,
creating a vision of tomorrow**



embracing the reality of today

As mentioned earlier in this study, the existing Merced Police Headquarters was erected in 1959 and having a second story added in 1981. It is overcrowded, outdated and in need of replacement. It is located on an approximate .9-acre site at 611 W 22nd Street, and is approximately 20,000 square foot on 2 floors. It is an overcrowded antiquated facility with a number of deficiencies, liabilities and vulnerabilities that are explored in this section.



Existing site plan

In being enclosed by low walls and open view chain-link fences, the staff and department vehicle parking areas are vulnerable to incursions by unauthorized individuals, some of whom may harbor bad intentions. It is imperative that police department staff be able to park their personal

and department vehicles in a secure lot, where there is low risk of either their vehicles or their persons being exposed to attack. Parking for staff is mostly contained at the rear of the building. Executive staff park in an open lot fully exposed to pedestrian and vehicular traffic at both W 22nd Street and M Street. The executive staff typically enter the police building through the front door and public lobby, as it is the closest entrance to their parking spaces. The majority of staff enter the building at an entrance at the rear of the building adjacent to the staff parking lot. Both locations leave police staff exposed in unsecured environments, while simply going to and from work.



Unsecure parking enclosed with low climbable wall and chain-link fence

Suspects that are being transported to the facility for interviews and processing are escorted by officers through a side entrance along a common drive with the adjacent Superior Court building. There is no enclosure providing either visual or physical separation from adjoining publicly accessed areas. This presents a danger to both officers and suspects. There is no place for an officer to secure his or her weapon before transferring the suspect from the police vehicle into the holding and processing area of the police station.

There is no electronic surveillance of any part of the police facility site. This coupled with the poor enclosure of the site, creates the opportunity for incidents to occur anywhere on the site. Lack of electronic monitoring means that any such incidents can neither be viewed, allowing for assistance to be sent, nor recorded, aiding post-incident investigation.

Utilities serving the building are unsecure. The main electric panel for the facility sits in the parking lot separated by only a chain-link fence from the adjacent public drive shared with the

police facility space needs study

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Superior Court building. The emergency generator is in a visually screened covered space at the rear of the building, fully accessible from the minimally secured parking lot. Its fuel tank sits exposed to the unsecure parking lot.



Unprotected exposed electrical service and emergency generator fuel tank.

The public lobby is secured from staff areas at the first floor. However, an open stairway connects the lobby with the second-floor lobby area having access to public toilets and the classroom/meeting room. The staff areas are secured by locking doors from this lobby area and the space is monitored via closed circuit camera, supervision of the space is not ideal. The toilet rooms are substandard in every manner. The fixtures are antiquated, the space is cramped and code required accessibility for the disabled cannot be accommodated. No elevator service is provided to the second floor, also a deficiency in code required access for both staff and the public.



Public lobby at first floor with open stair to 2nd floor and no elevator for 2nd floor access.

All of the building systems throughout the building are substandard. Based on age and appearance it is assumed that the building does not meet the building code mandated structural requirements for an essential services facility. We did not perform any structural analysis to confirm this assumption, but we remain confident such a review would demonstrate this point.

The communications center is cramped, and its radio equipment room is minimal in its accommodations. Studies have shown that the lack of controlled natural light in a space, such as at the communications area, creates an environment that can fatigue the staff, and have a negative impact on personnel performance and retention. There is no IT server room within the facility. IT is located off-site at another city facility. This unusual configuration creates a threat of loss of service to the facility's resiliency in an emergency, such as an earthquake. A new facility should have its own IT server room built to meet modern building code essential service facility requirements.

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Dark and cluttered communications/dispatch area and radio equipment room.

Much of the building has been modified to “make do” for the MPD’s current needs. The exterior of the building has had areas modified with stucco finish provided over existing glass and steel curtain wall, enabling the use of the interior spaces as storage rooms, equipment rooms, offices, etc. This approach has created spaces that only minimally serve the purposes needed and does not provide the security and ballistic protection normally provided for these areas.



Building exterior with stucco panels covering over window wall behind.

The existing headquarters building is very compartmentalized in its layout. Full height walls, some containing structure and building systems that limits their relocation, creates a rigid environment that is not easily adjusted to accommodate the changing needs caused by growth, and changes in technology and policing. For instance, spaces that were once used as suspect interview rooms have been converted into very small offices for sergeants. Meanwhile, the rigid layout forced the displaced interview rooms to be located at the second floor in the detectives' suite, causing problems with moving suspects through the building, making the maintaining of confidential materials in staff areas challenging.



**Crowded investigations area with doors to interview rooms
endangers safety and compromises confidentiality.**

Narrow corridors throughout the facility impede movement of staff and increase the wear and tear on the building's interior. Narrow paths leading to and from the suspect holding area create represent a risk to both the officers and the suspects being escorted. Not having secure and restricted facilities for handling suspects being moved to and from the holding and interview areas present a risk to all staff in the building and compromise confidentiality in certain spaces that suspects traverse while being escorted.

police facility space needs study

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Briefing and report writing space – undersized for the need.

Patrol support spaces such as briefing and report writing spaces are condensed and overcrowded when occupied at periods when shifts are overlapping. Gear storage rooms are carved out of any space available and due to the nature of the building's construction, do not provide the required level of security.



Storage of gear wherever it can fit. Note the unsecured windows to the exterior.

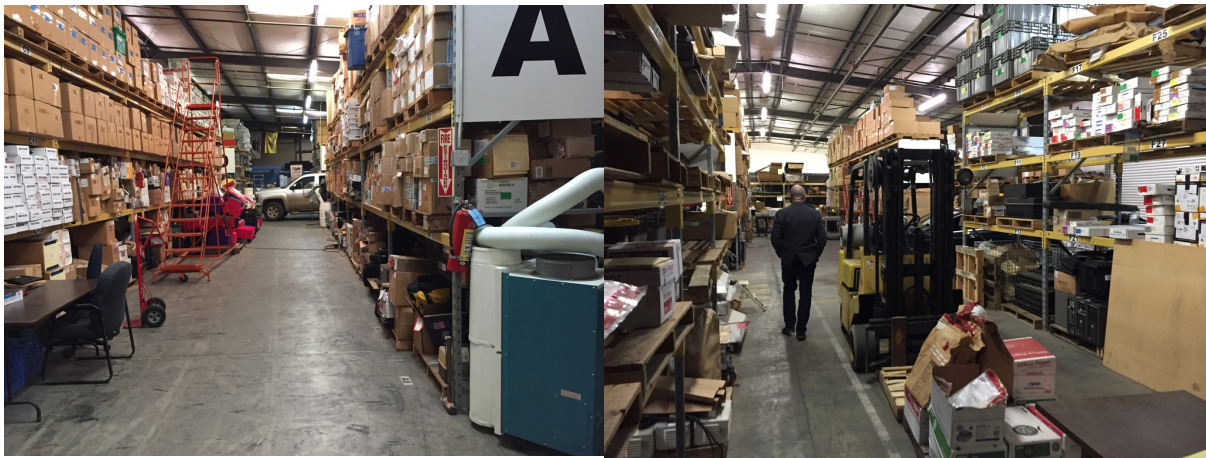
Staff locker and toilet facilities are overcrowded, inadequately sized to accommodate all of the storage needs of staff and do not provide the required accessibility, expected in today's facilities.



Crammed locker area meets neither storage needs nor accessibility requirements.

The evidence facility at Grogan Ave. is a leased space of approximately 11,000 square feet and a fenced in open-air lot used for vehicle storage. A portion of the building interior is used for storage of bomb squad vehicles and for evidence vehicles that are being processed.

The evidence area of the building is organized with fixed metal shelving systems for holding boxed evidence. The facility would benefit from the installation of high-density storage units for the boxed evidence, which would greatly reduce the required space. Currently, the majority of the space is dedicated to aisles for the lift equipment required to access the shelving. High-density systems greatly reduce the required circulation aisles.



Evidence storage areas with inefficient wide aisles for lift equipment access.

There is a single bay dedicated to examining evidence vehicles. It is a poorly sized and proportioned space for the purpose and is located where through-passage is often required. Ideally this space would be an independent bay area suited to securing and examining a vehicle, allowing for complete securing of the space from all unnecessary traffic. Other evidence vehicles are parked in aisles of the evidence storage bays, limiting movement of staff and lift equipment in the evidence storage area. Ideally, in a new facility, enough examination bays would be provided for parking several evidence vehicles in bays for examination, without requiring their movement again, until the examinations are completed.



Vehicle examination bay is used for many purposes.

The bomb squad vehicles are stored in a fenced-off area at the end of the evidence storage area. Due to the location of the vehicle door and the proportions of the space, the truck is parked at an angle in the space, taking up more space than necessary. Ideally a space at a new facility will be planned to accommodate the vehicles and all the bomb squad equipment in a more efficient way.

creating a vision of tomorrow – building design guidelines

Through a process of touring of the existing Merced Police Department facilities and in discussion with staff, the consultant team has developed the following building design guidelines for consideration in the planning of any new police station in Merced.

These guidelines synthesize the ideas brought forth by staff with the expertise of the consultant team.

This section is intended to present in a general many of the functional and aesthetic considerations necessary for an eventual project designer to consider. Using these guidelines, the eventual design should emphasize the mission and history of the Merced Police Department and reflect the image and spirit of the community it serves.

building image

Merced's police facility must appear safe, approachable and be instantly identifiable by someone who may arrive in distress and seeking sanctuary. Nationally, it is common for victims of spousal and domestic abuse to seek refuge in their local police station.

The facility should bear its name, "The Merced Police Department", plainly and obviously to any passersby. The public areas and main entrance to the building should be readily obvious to residents and first-time visitors alike.



Prominently display the name of police department

We suggest that the new police station be composed of durable and practical materials that offer security, while reflecting a community aesthetic. This should be coupled with massing that is compatible and sympathetic to the context of any adjoining neighborhood in which it is placed.

multiple structure concept

For the Merced Police Department we strongly advise selection of a site large enough to use a two-building design approach. In this scenario functions might dictate the following specific separate structures:

- 1) The Main Police Station
The police station would include all of the traditional patrol, administrative, support and investigative functions normally associated with law enforcement activities.
- 2) A Support Building (Secondary Building)
The support building could be built as a utilitarian warehouse type structure. It could house all functions that are odiferous, noisy and/or purely storage in nature. Examples might include evidence drying, evidence storage, forensic vehicle examination, forensic examination along with functions that are warehouse in nature such as, found property, storage for patrol bicycles, uniforms, specialty equipment and specialty vehicles, such as SWAT and Bomb Squad vehicles, and other supplies.

The upside of this scenario is that it will deliver significant construction cost savings by allowing built functions to be housed in more appropriate structures.

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The downside is that in this option not all functions would be located in the same structure.

exterior building / site lighting

In order to assure pedestrian safety and image quality for site cameras scanning the police facility site and adjacent property, an exterior lighting scheme must be developed that provides sufficient illumination throughout the building site.

Appropriate lighting and site monitoring must not only provide for improved pedestrian safety, it must also serve to discourage intrusion and vandalism at the site. Exterior architectural lighting must always be directed away from the building to assure that nighttime building occupants may clearly view public parking lots and the surrounding site and not be blinded in the building at night.



subdued lighting that enhances the public entry at night

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The public entry should be welcoming and easy to find

graffiti

Regrettably, the exterior cladding of your new police building must consider that it may be subjected to potential vandalism and graffiti. Where porous materials are used, such as natural stone, brick or split faced concrete masonry, consideration should be given to sealing them with

a graffiti release agent. These products do require periodic reapplication and leave a slight gloss or sheen on protected surfaces, but the payback after even one incident is welcome.

clear signage

Wayfinding is one of the most important aspects of any public safety related facility. Providing both staff and the public with safe navigation to and within the site and through the facility is of paramount importance. First time visitors should see obvious and simple signage. Site signage must also clearly direct visitors away from hazardous and restricted areas.

Interior signage should be clear and direct. The signs themselves should be aesthetic and must comply with national accessibility requirements regarding placement, typefaces and tactility.

Room identification signs should be selected that easily allow for the change of staff names without special tools.

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barrier-free access

With the continued progress in medical care and social awareness, our society is experiencing an explosion of inclusion. Merced's police station design must anticipate and fully accommodate employment and volunteerism by veterans, older employees and individuals who can perform jobs in the building but may have reduced mobility. Since March 2012 providing universal access in new and renovated public safety facilities, including police locker and shower rooms, as well as short term custody holding areas, is no longer an option, it is required.

acoustics and special finishes

Wall, flooring, and ceiling materials that absorb noise are preferred over "hard" wall and floor materials.

Certain specialized areas, such as interview rooms, must utilize specialized finishes to assure acoustic isolation and noise reduction. Wall carpeting and acoustic paneling systems are recommended in those areas.

door frames

Officers wear weapons and a variety of field equipment on their belts. When they walk in and out of doorways, they tend to scratch painted doorframes. Hence, we do not recommend painted doorframes as they quickly look unsightly and require constant maintenance. The preferred option is to use durable satin finish metal frames.

durable finishes / wainscots / rub rails

Provide high traffic corridors with durable wainscots, protective corner guards and industrial grade floor materials. Reliance solely on painted impact resistant (IR) type gypsum board in main corridors is strongly discouraged. Painted gypsum board, with or without a vinyl wall-covering, should not be used within 48" above the floor, since it will quickly become an on-going maintenance problem due to abrasion from officers wearing cuffs, nightsticks, and service weapons abrading it as they walk past. Wainscots made of a more durable resilient material are recommended.

In high traffic spaces, or spaces that are subject to abuse, such as the public lobby and circulation spaces used for moving arrestees, durable materials like tile facing or burnished concrete masonry are recommended. In low traffic areas such as administrative offices the use of painted impact resistant (IR) gypsum board is practical. Chair rub rails are desired around all walls in conference, training and briefing rooms.

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wider corridors

In areas where suspects are escorted, corridors should be at least 6' wide (8' is preferred). Corridors in all Patrol areas of the building should be at least 6' wide to allow for officers to pass with a minimum of impact on the wall finishes.

public spaces

The public entry to Merced's new police station must be easy to find and readily visible from a public street. It should convey a clear sense of arrival, never ambiguous. The designer must always assume that a visitor may well be arriving in a state of distress.

the public vestibule

The entry sequence for all visitors should begin by walking into an entry vestibule. The public entrance vestibule is critical to the overall security of the building. It is also practical assisting in energy management by creating an intermediate temperature zone between the interior and exterior that limits the loss of conditioned air from the interior space.

After hours, when the station is closed, the public vestibule provides an out-of-the-weather location for visitors to wait while an officer returns to the station to provide assistance. A vandal resistant direct dial call station located in the public entry vestibule, should be provided to enable an after-hours visitor to notify staff of their arrival. The interior of the doors would be outfitted with a panic device that always allows free access out of the building in the event of a fire.



the public vestibule

Front desk and Merced's dispatch/communications staff may be provided the ability of remotely locking or unlocking the inner doors to the lobby. The remote locking mechanism provides two functions:

One: It may be activated to restrict further access into the building if there were to be a disturbance in the lobby.

Two: When after-hours visitors arrive in distress, the dispatch center may remotely unlock the inner door and direct the distressed visitor to enter the main lobby for refuge, allowing the inner door to securely lock behind them.

During business hours, the public entry vestibule provides a strategic location for video screening. Since a visitor must stop momentarily in order to open the inner door from the vestibule, before proceeding into the lobby, this is the location we recommend placing a ceiling mounted camera, that provide front counter staff with a view of the back of each visitor. The image would be visible on a concealed monitor, viewed only by front counter staff, allowing them to prepare if they see a visitor that they feel may have a weapon concealed in their belt.

A sliding storefront type door frequently offers the lowest cost of maintenance since they are not subject to wind problems and open before a visitor reaches them.

If traditional out swinging doors are used, then all door hardware at the public lobby must anticipate abuse. Entry doors are commonly kicked and require added protection.

The public entrance vestibule supports building maintenance by providing a location for built-in, all-weather, non-slip, walk-off flooring surface.

public spaces

The public entry to Merced's new police station must be easy to find for visitors and readily visible from a public street. It should convey a clear sense of arrival, never ambiguous. The designer must always assume that a visitor may well be arriving in a state of distress.

the public lobby

The public lobby should be dignified and professional. It should be designed to be normalizing to an agitated visitor.

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When most visitors arrive, they will step up to the public counter and state their business. Since a visitor may be asked to wait momentarily in the public lobby, appropriate seating must be provided. The front counter will then notify the requested staff of their guest. When the staff member arrives, they may meet briefly in one of two report taking rooms at the lobby or issue a temporary visitor badge and escort the guest into the secure portion of the building.



Include a simple professional lobby with built in seating

The police lobby will provide access to public transaction counters (to Records). It also provides access to report taking rooms, a community meeting room and a fully accessible public restroom.

community meeting/training/multi-purpose room

Although Merced's new fire headquarters offer's meeting rooms, they are frequently in high demand and unavailable. We recommend that the new police station include a modest community meeting / multi-purpose room to supplement nearby fire facilities.



flexible space for community meetings
adjacent to, yet securable from, the public lobby

This room should be able to be converted into a local Incident Center during a disaster or at times of annual festivals. The community room will be used for specialized in-service training, community outreach, and offer the chance to offer new programs such as sexual assault self-defense classes and citizen's academies.

The room will require wireless Internet as well as wall and/or floor power cabling. Consideration should also be given to planning the space to enable amateur (HAM) and citizens band (CB) radio during emergencies.

multi-lingual kiosk

Consideration should also be given for inclusion of secure displays and a multi-lingual information kiosk in the public lobby. This feature allows a visitor to ask a FAQ question in their own language with a print out in English they can hand to for police staff.



lobby service kiosk

the public transaction-counter

In Merced's new police station visitors will first be served at a public transaction counter staffed by Records personnel. Although Merced is a safe and friendly community, we must anticipate the rare instances when staff will require protection from objects being thrown, spitting, or the discharge of a weapon.

Hence, we recommend use of ballistic glazing installed in an unobtrusive manner. We strongly suggest that natural voice speak-around frame ballistic glazing panels be used, as opposed to staggered glass units, or electronic communication devices.

We suggest design of the public counters be designed using guidelines and principles of universal access. One section of the counter will also require an approved voice amplification system. We recommend that a section of the window be designed to be opened, allowing the staff to accept parcels. Ricochet resistant transaction trays should be discretely recessed into the counter.

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creating a vision of tomorrow**report taking room**

2 interview type rooms have been included at the public lobby to enable police staff to conduct short duration meetings with the public. We recommend that these report taking rooms be equipped with audio and / or video recording capabilities. The report taking rooms should be designed to double as a “hotel” office for outside agencies that may temporarily need to work at Merced’s police station. One room will be located to serve duty as a parcel delivery vestibule, where packages delivered at the lobby can be deposited here for retrieval from the Records staff via a door from Records. This room might also be used as a sanctuary space for distressed after-hour visitors provided to the lobby by MPD staff. MPD can also use these rooms for vehicle impoundment hearings.

public restrooms

Two unisex public restrooms are located at the lobby. They serve visitors at the lobby and guests using the multi-purpose room. The hardware, counter surfaces and toilet partitions should be durable vandal resistant materials that anticipate abuse. A baby-changing table is to be provided.

creating a vision of tomorrow - security and infrastructure**security and Infrastructure: lighting, ventilation, security, data and audio / video systems**

The Merced Police station will require relatively sophisticated infrastructure. This includes a fully integrated security system, electronic presentation devices, grounding, data and internal radio antenna systems.

more “hotspots”, less hard wiring

Currently we see executive staff, records clerks, administrative aides and investigators bound to traditional desktop computers and laptop computers coupled with desk-sized monitors.

Field officers in many regions of the US are rapidly transitioning from large cumbersome Mobile Data Terminals (MDT’s) or bulky “Toughbook” style laptop computers, to smaller less costly tablet type devices. It should be assumed that over the life of Merced’s new building that personal computing devices will continue to evolve into smaller and more universal units.

The key to remember is that many staff members will choose to work throughout the police station during a typical day. Most staff no longer sit at one desk all day. Instead they seek “hotspots” such as the report writing area, briefing room, multi-purpose room and staff lunch room. This has the effect of reducing the need for multiple hard-wired data lines to each private

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office or workstation and an increase in the need for robust wireless service. Hard wired data lines are still required at workstations with state and federal licensed (NCIC) computers and wherever large multi-function fax / copy machines are located.

less traditional telephones

Many patrol officers, executive staff and investigators in Merced have a City issued cellular phone and a personal radio. Hence, less actual VOIP telephones are needed (only where recording may be required and for non-sworn staff at Records etc.)

grounding

Special grounding must be considered at the facility's foundation system to assure protection of electrical and communications devices from overcurrent surcharges caused by lightening or by components of the electrical utility grid.

radio and communications reception

Depending upon the construction materials eventually used, it is increasingly common to wind up with disrupted cell or radio signal in parts of new police buildings. Frequently new police stations are planned with energy saving low "E" glass. This type of glazing includes a tin oxide layer that can shield radio and other microwave signals. If the building has a metal roof it may also compound the situation.

Rather than guess at the outcome, we recommend the electrical engineer employed in design verify if a site-specific bi-directional antenna or "leaky coax" system may be required in your new building.

electrical services - more power

While we are seeing a decline in hard-wired data infrastructure, officers tend to use an increasing number of devices that must be periodically recharged increasing the need for more electrical receptacles in specific locations, such as in lockers and at equipment storage rooms.

Emergency power generation capability must be planned ideally to power the total needs of the building. An uninterrupted power supply (UPS) system should be provided to filter power to all server rooms and intermediate distribution frame (IDF) closets in the building.

appropriate lighting

Currently the lack of natural light compounded with harsh fluorescent lighting creates conditions associated with eye-strain. Wherever monitors, laptops and tablets are to be used, we recommend color corrected, glare-free lighting. We should also note that providing suitable

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lighting may be problematic in a new building if daylighting skylights and light shelves are introduced without careful consideration of seasonal glare. Where ceiling lighting is provided consider glare reducing "ambient" or indirect lighting fixtures.

We highly recommend reducing general illumination in office areas while maximizing the use of task lighting at individual workstations, which helps reduce both glare and energy consumption.

Exterior lighting of the building should be controlled using Infrared activation. Timers should not be used.

mechanical and plumbing systems - zoning of mechanical systems

Zoning of the HVAC system must consider the intended flexible nature of key areas. It must also contemplate that certain key areas will operate 24 hours a day.

air intakes

Air intakes supplying outside air throughout Merced's station must be protected. Air intakes should not be placed near areas with public access or adjacent to parking areas or drives. They should be placed at the highest point of the building. Consideration must also be given to lab and generator exhaust outlets and seasonal prevailing wind directions.

100% exhaust

Due to the potential biological and chemical hazards, and the odiferous nature of items kept in these areas, all exhaust air from evidence drying cabinets, the evidence / narcotic storage rooms, ID lab and the suspect processing is to be 100% exhausted from the building. None of this air is to be recirculated within the facility. Heat exchanging HVAC equipment is to be used to maximize energy conservation.

fire suppression systems

Whether code mandated or not, any first responder building should be equipped with an automatic fire suppression system. Included in this system will be the use of suicide resistant and abuse resistant sprinkler heads in suspect holding and processing areas, and interview rooms.

FM 200 compliant systems are typically provided at communications areas and their respective radio and server spaces. At the time the building is designed, determination will need to be made by the architects and engineers if a dry chemical system is recommended for any file serving computers.

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audio video and special systems

The following special systems should be included in the facility design:

public address

A paging system may be useful to cover the secondary building, site and areas of the building not designated clandestine.

cable or satellite television

Cable or satellite television connections should be provided to all conference areas, key offices, the roll-call / briefing room and the community meeting/multi-purpose room.

passive security design

protection of supply and exhaust air openings

In addition to air intake location concerns noted above, duct shafts and pipe openings in the exterior of the structure should be protected by reverse traps and non-access type grilles.

exterior cladding

Any exterior face of the building exposed to the public should be clad in a material that offers protection to the building occupant from a drive-by shooting. Typical choices include concrete masonry units (CMU) grouted solid, full depth masonry (brick) or other assemblies that incorporate ballistic liner panels within.

windows

Windows facing public streets or public parking should have sills set at least 48" above the finished floor (AFF) in the facility to protect all seated building occupants. Glazing in exterior windows should be protected with cost-effective safety & security film, providing protection from glass shards in a blast scenario. If it is decided that certain windows into offices are to have glazing below 48" AFF, provide ballistic protection for the lower sections.



glazing shown lower than 48" is UL® ballistic rated

If windows are recessed, in areas of the building where the site conditions permit access by the public, windowsills should be designed with a slope of at least 45° degrees to prevent placement of explosives.

active security and alarm systems

A comprehensive and fully integrated low voltage security system will be required in the new building.

door access control system

The new building will require a door access system. The system will require a “reader” device at key doors. Readers may be proximity card type, biometric, Bluetooth, scramble pad or some combination of systems for high-security zones.

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Door readers should be provided at all exterior doors, vehicle gates and between key zones in the building itself. The system must include a "status report" feature that can log all system events.

visualization and field monitoring devices

Key areas of the site and facility should be monitored using an internal camera type system (CCTV.) Key locations include: the public parking lot and public entry, entry vestibule, all exterior doors, secure vehicle access gates, evidence areas and key doors at multi-purpose and lobby areas. The CCTV system should also be capable of selective recording and logging events and transactions.

duress (panic) alarm devices

Duress alarm devices should be provided at the public service counter, wherever suspects are processed, in interview rooms and at evidence areas. Also, at staff fitness and locker areas where medical emergencies can occur.

intrusion alarms

A commercially monitored intrusion alarm should be considered where evidence, particularly drug evidence, and other sensitive items are stored.

fire alarm systems

An alarm with strobe fire alarm system will be used throughout the building. The design architect will coordinate the system requirements with the authorities having jurisdiction.

staff spaces

Staff will share certain spaces in the building. These spaces include fitness areas, lunch room and locker room.

lunch room

A modest shared staff lunchroom is included in the building. It is intended for use for everyday purposes such as allowing evening staff the ability to come to the station to eat when restaurants may be closed. It may also be used in times of severe weather or high deployment. We recommend the lunchroom have access to a visually screened outdoor seating area with a gas connection for a grille and hose bibb for maintenance. The lunchroom and patio should be designed as a wireless "hot spot".



shared staff lunch room / adjoining outdoor break area

fitness area

Suggested components for the fitness room include interlocking rubber flooring, wall mirrors and a chilled-water bottle filler. Ceiling height should allow for the inclusion of ceiling fans. Structural support for a speed bag and a heavy bag should be provided. The room should be acoustically isolated from adjoining spaces and as close to the locker rooms as possible. When located on an elevated floor, acoustic isolation from the floor below is required. A door from the fitness room directly to the outside may be desired to allow workouts to include a run. A wall mounted duress alarm is recommended for this room as well as an Automatic Defibrillator (AED) unit.

display areas

Provide space in the building for displays of art and historical images. Areas such as the lunchroom and hallways can provide opportunities for displays, artwork, awards, certificates, etc. Valuable items should be featured in lockable display cases.

officer memorial and service honor wall

During the design phase the architect seeks opportunities, both interior and exterior, for providing a respectful area where an officers' "years of service" wall may be located. This is a wall where officers and staff who retire, traditionally with more than 20 years of service in law enforcement, have their names memorialized.

agency history photo walls

Many police departments present historical items and artwork that celebrate the history and personnel of the organization.

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history photo walls

staff personnel lockers

Merced's present police station lacks adequate storage and has lockers designed more for academic settings than for law enforcement. They do not have places to store field bags or address modern police staff needs.

Personnel lockers should be at least 2' wide x 2' deep x full height. Fully-ventilated airflow type lockers capable of drying a ballistic vest overnight are the state-of-the art for police patrol lockers. Each locker should be provided with a second storage space below, large enough for storage of boots or files.



ventilated and powered patrol lockers

Each locker must be equipped with power outlets in order to recharge flashlights, laptops or tablet computers overnight. Shelves in the locker should be adjustable. A hook with sufficient strength to support an officer's "Sam Brown" utility belt is to be included in each locker.

An open-plan locker room space adjacent to the fitness area is to be provided. The layout is to be non-gender specific, allowing for assignment of lockers to all staff, regardless of changing staff

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gender ratios. Immediately adjacent to the ends of locker rows, adequate private unisex shower and toilet facilities are provided for officers to change and shower. It is recommended that a urinal be provided at each private toilet, helping to maintain clean and dry floors at the shared fixtures. To discourage disrobing at the locker area, no benches are provided in the locker rows.

field bag lockers

Officers Field Bags are frequently brought into the station damaging walls, doors and other finishes. Their storage typically creates clutter. We have programmed specially sized lockers for patrol staff to store these bulky field bags, located beneath weather tight canopies at fleet vehicle parking.



field bag lockers at fleet vehicle parking

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officer's weapons maintenance area

Officers need an appropriate countertop area to perform routine maintenance of their service weapons. Partitions surrounding the weapons maintenance counter are to be constructed of

concrete masonry units (CMU) to protect adjacent spaces in the event of an accidental discharge.

The weapons maintenance area is provided with a mechanical ventilation exhaust grille located at counter-height in the backsplash. A continuous wall-mounted shelf with independently switched task light is also provided above the countertop. Power outlets should be provided for the use of tools and an ultrasonic cleaner. Weapons clearing devices and emergency eyewash facilities are to be provided.



a weapons maintenance counter with lateral exhaust

records

Planning the Records section in Merced's new building will require care. Its location in the building is dictated by its need to serve the primary public counter in the public lobby. It should be a securable area to assure the integrity of records and to comply with accreditation standards.

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During business hours Records may be open to officers while staff serve the public. It is best if the design of the facility visually and acoustically separates staff when they are not serving at the public counter to assure that confidential staff conversations are not overhead at the public counter.

The public counter should anticipate provisions for cash and electronic transactions. It should be designed to assure that visitors standing at the counter are unable to read any computer monitors that staff may be using. The staff side of the public counter must also be provided with a concealed duress alarm.

records storage

Since police reports are migrating from paper to electronic, the need for extensive filing systems will likely decline over time. However, initially we believe enough file capacity should be provided to eliminate the need for separate archiving of older records.

departmental / centralized copier area

Records may be where the largest departmental copier-network printer is located. This copy area should be provided with recycling bins, a postage meter, and shredders. It should be compartmentalized to assure that toner dust may be exhausted away from adjoining work areas and to isolate noise from equipment. Access to the departmental copier / mail sorting room should be planned to allow equal access for all staff to the copy and printer equipment.

Since UPS, FedEx and other courier parcels and the daily mail will ultimately be delivered to Records for internal distribution, the copy area should be provided with an internal collating counter for sorting this material.

investigations

The Investigations area should be composed of two distinct zones: an interview area that provides specialized facilities for victim and witness interviews and an office area that carefully restricts sight and sound associated within staff office area.

The work zone is designed to allow for staff to be able to freely collaborate on investigative work, without worrying about having confidential conversations overheard or confidential investigative materials viewed inadvertently by a victim or witness or other unauthorized party.

investigator work area

We recommend that workstations in Investigations be configured using a “neighborhood” design to promote collaboration.



investigative area “neighborhoods”

An investigations area, as shown above from the Dallas Police Headquarters, is typically comprised of workstations with a large wardrobe unit. Panel heights vary to allow staff acoustic privacy while allowing the ability to see who is at their respective workstations. When reviewing the square footage summary in this report, you will likely note that nearly all workstations, except those used on a temporary basis, are programmed at the same size. The main advantage of standardizing workstation size, rather than using many hierarchies in workstation sizes, is in the event that staff is re-assigned, they will simply move wheeled file cabinets to a new workstation. This results in standardized purchases and minimizes the need and expense of reconfiguring open plan workstations.

adjustable workstation components and wheeled "puppy" files

The systems furniture we recommend incorporates work surfaces that are supported by pedestals (legs) or wheels. We recommend 2-drawer file cabinets with padded tops for seating that we refer to as “puppies” for use at employee workstations.



rolling “puppy” files

The ability to move furniture pieces and customize workspaces is integral to our programming concept.

desk wardrobes

Wardrobe units, having a height to suit the workstation are integral components in the open plan concept. Wardrobes allow investigators to store oversize coats and dress clothes needed for fieldwork and court.

**Desk Wardrobes****interview and report taking rooms**

Many clients designate interview rooms as either hard or soft. We try to design all interview rooms to be interchangeable. In Merced we have three types of interview rooms:

Patrol interview room, located in the Patrol and primarily available for suspect usage.

Investigations interview rooms & report taking interview room, located at Investigations and at the Public Lobby respectively, are slightly larger and are suitable for victim / witness interviews.

The Investigations interview area consists of two side-by-side interview rooms. One is a standard interview room and the other interview room is larger and may be used for family's or for children to wait while a parent is being interviewed. These rooms are not lockable.

The Investigations interview rooms and the report taking room at the lobby are not lockable. It is assumed that someone being interviewed in these rooms will be under the direct supervision of an investigator or police officer. Hence, anyone in these rooms, not placed under arrest, is

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always free to leave at any time.

It is important to note that the Investigations interview room may still periodically be used for a suspect interview. For example, at times when multiple interviews must be conducted simultaneously in different locations in the building at the same time.



typical suspect interview room

All interview rooms should be finished with acoustical wall fabric and floor carpet squares to enable proper recording.

All interview rooms are to be provided with a motion detector above the table that illuminates a small "pilot" light on the exterior of the room to discretely indicate to staff that the room is in use. There is to be no written "in-use" signage of any sort.

Partitions at interview and report taking rooms should be a security type. Ceilings must be of a security type, constructed of suspended plywood or security plaster finished with an effective acoustical overlay finish.

Partitions in interview and report taking rooms should have high acoustical ratings for both sound reduction and sound transmission. Utilization of such construction techniques as staggered stud design and acoustic gypsum panels is necessary to achieve the performance required, so the designers must allow for the added wall thicknesses in the planning of the new facility (see acoustical notes below.) These partitions are to be clad in one layer of plywood covered with final layer of impact resistant (IR) gypsum board and finished with an acoustical wall carpet.

To thwart barricading, doors into the Interview rooms should be out-swinging. Interview room doors are to be provided with a wide-angle peep-scope to view **into** the room from adjacent corridors. Interview room doors are to be acoustically rated with sound seals around the perimeter and drop seals at the threshold.



a wide-angle interview room peep scope
viewing into the interview room

If electrical outlets are to be provided they must be equipped with Ground Fault Circuit Interrupter (GFCI) protection and be capable of being switched on or off from outside of the room to prevent suicide attempts.

Audio and video recording devices from the interview and report taking rooms should "homerun" to a recording device located in Investigations. Often, recordings are stored in a cloud-based server provided by the interview AV system vendor.

We recommend that air exhausted from interview rooms should 100% discharged from the

building. Ducts in and out of interview rooms must also be sound attenuated to prevent unintended sound migration from one interview room to another. Supply and exhaust air grilles in interview rooms must be suicide-resistant. Exhaust grilles are to be located above the suspect or interviewee side of the interview table.

Fire suppression heads in interview rooms are to be the flush mount, breakaway, suicide resistant type.



a suicide-resistant recessed sprinkler head

sound isolation vestibule and interview toilet room

The interview room and adjoining interview room toilet room are to be isolated from adjoining spaces by a vestibule to assure sound isolation. Distracting music from a player located with the interview area control system, is provided at speakers in the vestibule ceiling to create a masking sound, should more than one interview room door be opened simultaneously. The vestibule is to be wide enough for doors to swing as noted above. The toilet room should be provided with suicide resistant grab bars, supply and exhaust grilles and fire sprinkler head. The door to the toilet room should have an “occupied” sign but no lock on the door. The door to this room is also to swing out. The lavatory in this room should be a porcelain wall-hung unit. There are to not be any plastic laminate finishes applied to any surface in this room.

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evidence areas

Aside from spaces where suspects are processed, no space in a police station is more impacted by codes, standards and accreditation requirements than where evidence is handled, packaged, processed, examined and stored.

Frequently, evidence originates from biologically high-risk groups, such as drug users, etc. Thus, the physical properties of evidence frequently may expose Merced Police staff to health hazards. As a result, evidence with serological content must be handled using universal precautions associated with bio-hazards. (See notes below.)

The storage of drug and narcotic evidence is governed by standards issued by the Drug Enforcement Administration (DEA.) Drugs are increasingly laboratory created synthetic compounds and pose excessive risk from chemical off gassing. Where marijuana is stored fungal growth and toxicity is a concern.

Merced's property and evidence storage area should be planned to be a high security space. Vaults and cabinets where narcotics bio-hazardous evidence will be stored must be mechanically exhausted. Due to the contaminated nature or the exhausted air, it should not be exhausted from the building near or adjacent to pedestrian areas, such as walkways, patios or operable windows.

Standards from the International Association of Property and Evidence (IAPE) require the isolation and additional securing of firearms.

biohazards

Regulatory requirements issued by the United States Occupational Safety and Health Administration (OSHA) mandate the need to provide protection for workers encountering bio-hazardous materials.

Common "everyday" risks to law enforcement staff are posed by Hepatitis, Tuberculosis and Aspergillus Fumigatis, commonly associated with marijuana. All of these must be addressed in evidence handling, processing and storage areas.

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refrigerated biological evidence drop lockers and drying chambers

biological drying

A biological drying cabinet or closet sized to dry a king-sized bedspread will be required near the officers' bag and tag room. The biological drying cabinets and closets require exhausting to the exterior. No air removed from such a cabinet is to be redistributed anywhere within the building. This is an important detail as many drying cabinet manufacturers try to sell biological drying units that only recirculate waste air from the cabinet after filtration through a costly HEPA filter system. The filtered waste air is delivered right back into the inhabited space. An expensive and risky approach. The cabinets or closets liners must be capable of being cleaned with chlorine bleach solutions.

officers evidence processing / bag and tag room

A key area associated with evidence is the room where officer's package and log in evidence. The "bag/tag" room will have a packaging counter or table with a laboratory grade epoxy resin or stainless-steel countertop. This counter or table will be used to weigh evidence, perform presumptive drug tests and heat seal / wrap evidence. Shelves and cabinets are needed to store the uniformly sized evidence packaging materials.

The room should be served with task lighting and a task exhauster to ventilate the work surface when odiferous evidence is being processed. Task exhausters are frequently ceiling or wall mounted. Biological drying cabinets discussed above are typically located in this space.

Once evidence is packaged, recorded, logged in, or barcoded, it is placed into a high security one-pass-through type evidence lockers. The evidence lockers are configured with compartment of various sizes. Locks are on each compartment to either allow officers to pass custody to the

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evidence room, by simply closing the locker in a manner that prevents it from being reopened, or to retain custody, by programming a one-time code on the compartment lock, allowing them to return and retrieve the evidence.

Evidence put in the “pass-through” mode will be retrieved from the back of the locker by the evidence technician who cross-checks paperwork and places the sealed evidence into storage.

A hand wash sink is mandatory in bag & tag along with an emergency eyewash.



officer's evidence processing / bag & tag room
shown w/ task exhauster & evidence lockers

evidence and found property storage

Evidence consists of many different types and must be handled, processed and stored per judicial

standards. It is classified as follows: General Evidence, items that may be stored in high density rolling storage racks in the main secure evidence storage room; biological evidence, which may need to be stored in refrigerated or frozen conditions; firearms, which must be stored within a lockable space within the already secure evidence room; drugs/narcotics, which must be stored in conditions of highest security and must also be separately stored in a vault or room that is 100% exhausted; and a vault for storing money and jewelry.

Where evidence is inherently dangerous, such as explosives, it is frequently stored in specially ventilated rooms equipped with explosion proof lighting and a blowout panel, or in explosives magazines built specifically for the purpose. Often, magazines are stored outside the building in a secure location on the police department site.

Found property, includes miscellaneous lost and found type items collected or surrendered to the Merced Police Department. It must be stored in a secure area, separate from evidence items. Bicycles, typically constitute the bulkiest items of found property, do not need to be stored in the general evidence room, they must be stored in conditions that are secure and weather protected.

evidence return

After the statute of limitations have run or when court cases are completed, items under safekeeping are no longer considered evidentiary and must be returned, auctioned or sent for disposal. Evidence that is returned to original owners is recommended to not be returned at the front public counter. Often a secondary vestibule space is developed in a more discrete area of the site, where evidence is returned in a secure setting. This evidence return vestibule also provides access to a secure space for the return of large evidence items, such as bicycles, etc. The large evidence return room also serves as a space to allow attorneys to perform their discovery examination of evidence items in a secure location.

forensic evidence processing

A vehicle examination lab bay is being configured to safely enable normal latent print identification procedures routinely used in Merced.

Since evidence is left out during curing processes, the lab must be a secure space. Access to the garage / lab must be controlled with a device capable of providing an audit of successful access attempts and denied access attempts.



forensic examination garage & laboratory space

The lab requires equipment and space to enable examination using various graphite and metal dusting powders. Other chemicals used include: ninhydrin; cyanoacrylate; and the various tech dyes associated with the alternative light process.

Ninhydrin is used with paper evidence and is highly flammable. Examination using powders and ninhydrin require a chemical rated fuming hood. Due to the flammability of ninhydrin this hood should never be a plastic recirculating chamber type. It should be a UL listed laboratory grade fume hood rated for flammable usage. It should be exhausted through the roof using stainless steel ducts.

The floor in the vehicle examination area should be light in color to disclose hair or fiber evidence. A floor drain system with an oil separator or other environmental protective device may be required by local requirements. Floor drains should be a trough type capable of being temporarily plugged, allowing fluids to be examined for dropped evidence before being drained.

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suspect processing

Daily police operations result in male and female suspects of all ages being brought to the police station for booking, processing, DUI determinations and interviews. Suspects will remain in custody for short durations. They will then be released from the station or transported to the regional jail.

The space where suspects are processed must be equipped with durable abuse-resistant and suicide resistant fixtures and finishes.

Suspect areas must have exclusive secure controlled access to and from the sallyport and the secure circulation system at the police station.

non-secure juvenile waiting

All local and national standards require that juveniles who have not demonstrated behavior that would pose harm to themselves or anyone else, must not be secured anywhere that they would hear or see an adult in custody. Thus, we have included a small sound isolated waiting room for juveniles, a juvenile lounge, at the Patrol report writing area. The juvenile lounge provides a place for non-violent juveniles, such as runaways, to wait for parents under the direct supervision of an officer.

The door to the waiting room may not be locked or latched. The door should be out-swinging, equipped with a closer and provided with a loud audible alarm that is activated by a door position switch. The alarm alerts Patrol officers if the occupant pushes the door open in an attempt to exit the room. The alarm circuit can be switched on or off from a switch located outside the lounge.

In order to provide monitoring of the juvenile from the report writing area, the room should be equipped with an attack rated window having a laminated assembly of one-way glass and polycarbonate. The one-way glass will require that lighting inside the room be brighter than that of adjoining spaces, in order to assure the one-way effect. The electrical engineer will coordinate the lighting to suit the glass manufacturer's specifications.

The room should include a built-in bench. There should be no electrical outlets within the room, and it should be built with security type walls and ceilings. If a television is provided, it should be mounted high on a wall opposite from the bench and enclosed in a vandal resistant enclosure. Electrical and coaxial wire for the television must be mounted at a high location and protected by the television enclosure.

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Fire suppression sprinkler heads in the room should be abuse-resistant, suicide-resistant type. All HVAC grilles should be penal grade suicide and abuse-resistant type.

Emergency-Communications Center

No single area in a modern police station will experience more life-cycle usage than its emergency-communications center. It is operated 24-hours a day, every day of the week. In the middle of the night, while all of the patrol officers may be in the field, the emergency-communications center will be staffed.

Of the key spaces in this first responder building, the emergency-communication center should be planned to maximize security, remain fully operational during and after natural disasters and, since staff frequently may not leave it during their shift, be self-sufficient.

Paradoxically, the emergency-communications center will also likely be the space that experiences the most continuous change in its need for evolving infrastructure.

The migration from wired to wireless/text-based communications is having a profound impact on the emergency-communications center. The change from field officers using mobile data terminals (MDT's) to laptop computers is now rapidly moving toward the use of tablet devices. And finally, the impacts associated with biometric and automotive self-reporting devices are just starting to be felt.

Within the communications center itself consoles are getting more compact, yet the number of monitors included in each console is expanding. Eight to eleven monitors in a single console is not uncommon. Soon the change from LCD to next generation LED based monitors will begin. This will allow for touch screen enabled, curving, one-piece, programmable monitors to be incorporated into emergency-communications consoles.

The very definition of what constitutes an emergency-communications center is evolving and expanding rapidly. It is evolving from a primarily call taking and dispatching operation to a multi-tasking command center environment. New functions in the center should be planned to include active monitoring of traffic/neighborhood hot-spot cameras and any regional IP addressable

cameras. In many communities it is embracing the impacts of social media venues, local media, as well as 311/411 responsibilities.

- **ADA, NFPA, NEC**

When properly planned an emergency-communications center is frequently a superb work environment for wheelchair bound staff. Hence careful attention to provisions of the ADA is essential.

Depending upon the jurisdiction, the communications center is frequently influenced by special code and regulations. These may include the NFPA 1221 and the Critical Operations Power Systems (COPS) standard NFPA Standard 70 article 708 (NEC). Article 708 requires that emergency and/or standby generators be capable of operating under full load for a full 72 hours. It also designated performance for ground fault, prevents feeder distribution be above a 100-year flood plain. Where applicable, NFPA 1221 compels two-hour fire resistive construction, redundancy in mechanical systems and redundancy in emergency power systems. These requirements will need to be confirmed by the electrical engineer, fire marshal and building officials.

All of these trends and regulatory implications will have a discernable impact on the staffing levels and infrastructure needs of the emergency communication center during the planning effort and over the life of any new police station.

Location in the Building

Sometime in the 1950's and early 1960's the Cuban Missile Crisis became the catalyst for moving emergency communications centers into the basements. The lack of natural light, vulnerability to flooding, and mold proved devastating to the health of staff working in those environments. Simply put, if a client directs the creation of a windowless bunker, their dispatchers will suffer and higher rates of staff turnover should be anticipated.

Traditionally in smaller agencies the communications center is best located near the lobby so that it may serve after-hours visitors.

In multi-story buildings we recommend that the emergency communications center be located completely away from the lobby and preferably on an upper floor. This allows for a highly secure location and the ability to place the radio computer aided dispatch (CAD) servers in a computer room directly below the communications center.

Lighting

• Natural Lighting

A critical element in any communication center is the need for natural light. A communicator should be able to see the changes in the weather. The best orientation for an emergency-communications center is always facing north, allowing the center to capture natural glare-free “artists” light.

Window treatments of all exterior windows are recommended. We prefer the perforated type that can be provided to cut light levels by 30% or more, plus a second shade that provides full blackout capability.

• Ambient and Task Lighting

Within the communications center itself the bulk of the lighting should be controlled by individual communicators via console-based task lighting. Ambient lighting in the communications center should be indirect and dimmable; washing the ceiling aimed away from communicators computer monitors.



Pendant Mounted Indirect Ambient and Console Based Task Lighting

Acoustics

After lighting concerns the next biggest concern from communicators is frequently noise. Hence, the design of the communications center should strive for a quiet professional environment.

• Acoustical Finishes

Typical finishes in the communications center include anti-static, grounded, carpet squares, acoustical ceiling panels and acoustical wall covering systems.

When considering these finishes, determine how they are to be cleaned. A wall carpet or acoustical wall fabrics that must be cleaned in place using dry cleaning solvents would be unacceptable.

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- **White Noise**

Frequently we find that the addition of “white” noise above the ceiling is effective in reducing the perceptible noise levels in the center.

- **Built-in Vacuum**

To aid in quiet, daily clean-up, a built-in central vacuum cleaner system capable of serving the communications center is required. Although some clients ask for commercial units, frequently a high-quality residential grade unit is completely acceptable.

Heating / Cooling / Plumbing

The last recurring environmental complaint in many communication centers is chronic overheating and overcooling of the space. This is exacerbated in smaller agencies when the computer towers (CPU’s) are physically located within each console. When CPU’s are located in an adjacent server room the problem is reduced somewhat.

Many console manufacturers provide supplemental heating and cooling units within the footprint of the consoles themselves. This allows each communicator to control their individual workspaces.

- **Fire Suppression Systems**

An automatic fire suppression system is typically required for the communications center and the radio equipment/server room. Local codes and the preference of the local fire officials usually dictate the systems ultimately selected. An FM-200 waterless system is typically utilized.

- **Restroom / Break Area**

A unisex, privacy toilet room small break area is recommended to be included within the secure communications area. These rooms are important since the communicators frequently cannot leave the emergency-communications center.

- **Server & Radio Equipment Rooms**

If the communications center is on an upper floor, locate the server room directly below. This allows for wiring serving the communications consoles to be bundled and routed via cable trays

in the server room, through fire-safe core-drilled holes directly to the consoles. Future console locations can be identified during the design phase, and cored holes with knock-outs can be located in the floor to accommodate the future growth when it occurs.

If the communications center is on the ground floor of a single-story building, then locate the server room directly adjacent so that cables may be routed to it from under the access floor.

- **Raised Access Floor**

When a server room is located on the same floor level as the communications center, the communications center is often placed on a raised access floor. In these cases, we recommend that the floor at the communication center be depressed to allow the use of an access floor without any ramping for ADA compliant access. Seismic bracing is required for access floors in earthquake prone areas per building codes.

- **Lockers**

Communicators need a place to store their coats and personal items during their shifts. A small locker area with 2-tier lockers are included for this purpose. A mail slot may be cut into the locker to allow for mail to be delivered directly into the locker.

- **Raised Platforms for the Supervisor Console**

Frequently, the request is made to elevate the supervisor console above the rest of the communications center. We note that in all but the very largest centers, this is not practical since every 12-inches of elevation requires a space consuming 12-foot long ramp. Also, we find that, due to the number of monitors mounted at the supervisor console, sight lines frequently become worse when consoles are elevated.

- **Rolling Files**

Each communicator has certain personal gear they will use at their console during their shift. It may hold their headset, pens, and sip cups. During their shift they may choose to lock a handbag in it. Small securable rolling “puppy file” units, as described earlier in this report, are recommended for this purpose. These rolling files are stored under the counters that line the perimeter of the communications center. Arriving staff members roll them to their console for

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the duration of their shift.



Rolling Puppy File

- **Training Console**

If possible one console should be planned for training. Usually an ideal way to do this is to be able to separate it temporarily from the rest of the consoles by sliding glass partitions.

- **Quiet Room**

A quiet room space should be provided for time-out space and naps for the occupants of the communications center. The quiet room can be furnished with cots, beds or institutional type reclining chairs. It should have walls constructed to minimize sound transmission from outside the room and the interior of the room finished to promote quiet and relaxation. Furnishings such as tables for books, chargers, etc., should be provided. Power and data should be provided for personal use.

building and site requirements



building and site square footage spreadsheets

This section includes space and staff spreadsheets outlining the assignment of square footage and staff needs for the Merced Police Facility. Here are a few explanations of the program document format to aid in review:

programming milestones

This Space Needs Assessment identifies space and staff requirements for four milestones:

current

The space each police function requires to address present day space needs with no contemplated growth (“rightsizing”).

milestone 2025

The projected space needs for a building sized for future growth at the year 2025.

milestone 2030

The projected space needs for a building sized for future growth at the year 2030.

milestone 2035

The projected space needs for a building sized for future growth at the year 2035.

Please note that staffing indicated in growth projections are based on population projections and are not meant to suggest that Merced’s police staffing will grow at that pace. Instead the projections identify space needs suitable to serve staffing at those levels, assuming that staffing growth may actually occur faster or slower.

building area summary

Adjusted net square footage from the detailed spreadsheet pages are entered into the summary page. On the summary page a grossing factor is added to the summary of the adjusted net square footage to arrive at the total gross square footage for each building (main and support) component.

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The program uses three types of square footage.

net square footage

This is the direct actual or “assignable” (usable) space needed for offices, workstations, file cabinet and equipment such as copy machines.

Direct usable space is identified by workspaces (**PO** = Private Office and **OP** = Open Plan workstation) and then support spaces. Staffing is identified by **SW** (sworn) and **P** (professional) for use in locker counts.

In some spaces (such as Patrol) staffing numbers have no assignable office or workstation space. To account for shifted workspaces there is a **number of spaces** column.

Space No:	Milestones	Staffing Projection								Number of Spaces				Space Code	Area				Remarks
		Current		2025		2030		2035		C	25	30	35		Current Totals	2025 Totals	2030 Totals	2035 Totals	
		SW	NS	SW	NS	SW	NS	SW	NS										
<u>7.00 Training & Background Checking</u>																			
7.01	CSO		0		0		0		0	0	0	0	OP5	0	0	0	0	See Admin.	
7.02	PT Staff		3		5		6		7	3	5	6	7	OP3	217	362	435	507	
<u>Support Spaces</u>																			
7.03	Stor. Rm.									1	1	1	1	STOR3	144	144	144	144	
7.04	Interview / Conf. Rm									1	1	1	1	CNF04	120	120	120	120	CVSA Testing
	Training Conf. Rm.													NA	0	0	0	0	See Common Spaces 10.00
	Training Classroom													NA	0	0	0	0	See Common Spaces 10.00
	Computer Lab													NA	0	0	0	0	See Common Spaces 10.00
	Work / Copy													NA	0	0	0	0	See Common Spaces 10.00
	Defensive Tactics / ARCON													NA	0	0	0	0	See ARCON 14.01
	Simulator Room													NA	0	0	0	0	See Simulator 14.03
Subtotals			0	0	0	0	0	0	0	0					481	626	699	771	
Circulation		####													120	157	175	193	
Net Area															602	783	874	964	

sample space spread sheet

adjusted net area

At the bottom of each list of assignable square footages there is a “circulation” factor. This is square footage needed to provide for aisles and walk around space to connect spaces **within** each area of the building.

The circulation factor varies depending upon the needs of each space group. For example, most spaces have a circulation factor of 25%, yet some bulk areas (such as the evidence and firearms range) require smaller 10% or 15% circulation factors. When the net space and circulation factor are added the result is the **adjusted net** area.

gross square footage

The **adjusted net** area is totaled on the summary page where a **grossing factor** (sometimes referred to as an “efficiency” factor) is added to allow for the space that is lost to wall / partition thicknesses, structural columns, the corridors that **connect** each area of the building and support spaces for janitor closets, premise wiring closets, mechanical rooms and electrical rooms).

summary

The square footage difference for future growth between year 2030 and 2035 for the main building is relatively minimal, consisting mostly of additional lockers for Patrol. Hence, we suggest the most cost-effective long-term solution for Merced to consider would be to build to year 2035. Spaces for future use may be left unfinished.

Then, in the future when added space is actually required, tenant fit-up may be accomplished on a pay-as-you-go basis.

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Merced, California
Police Department Facility
Space Needs Assessment

• Summary •

Draft: May 10, 2019

Merced, California - Police Department Facility													
Milestones	Current		2025		2030		2035		Current	2025	2030	2035	Remarks
	Staffing Projection								Area	Area Totals	Area	Area	
	SW	NS	SW	NS	SW	NS	SW	NS	Totals		Totals	Totals	
Sworn or Nonsworn													
Police Administration													
1.00 Police Administration	5	5	6	5	6	6	5	6	2,875	3,155	3,155	3,155	
2.00 Records	0	11	0	16	0	18	0	19	1,530	1,997	2,185	2,362	
3.00 Information Technology	0	0	0	0	0	0	0	0	850	850	850	850	
Criminal Investigations													
4.00 Criminal Investigations	16	0	27	0	31	0	36	0	2,380	3,615	4,091	4,653	
Dispatch/Communications													
5.00 Dispatch - Communications	0	16	0	24	0	28	0	32	2,163	3,130	3,411	3,879	
Patrol													
6.00 Patrol	79	7	121	10	140	12	160	15	8,390	10,003	11,759	12,934	
Training & Support													
7.00 Training & Background Checking	0	0	0	0	0	0	0	0	602	783	874	964	
8.00 Fleet & Facilities Support Spaces	0	0	0	0	0	0	0	0	1,800	1,800	1,800	1,800	
Common Spaces													
9.00 Common Public Spaces	0	0	0	0	0	0	0	0	3,498	3,498	3,498	3,498	
10.00 Common Staff Areas	0	0	0	0	0	0	0	0	5,750	5,750	5,750	5,750	
11.00 Locker Area	0	0	0	0	0	0	0	0	2,543	3,578	4,068	4,565	
Sub-Total Main Building	100	39	154	55	177	64	201	72	32,380	38,159	41,440	44,410	
Staff Total-Main Building		139		208		241		273					
Main Building Summary													
Sub-Total Net Square Footage Main Building									32,380	38,159	41,440	44,410	
IT Closets 1st Floor									80	80	80	80	
IT Closets 2nd Floor									80	80	80	80	
Stairs & Elevator 1st Floor									1,200	1,200	1,200	1,200	
Stairs & Elevator 2nd Floor									1,200	1,200	1,200	1,200	
Sub-Total Net Square Footage Main Building									34,940	40,719	44,000	46,970	
Grossing Factor	20%								6,476	7,632	8,288	8,882	
Total Main Building Gross Square Footage									41,416	48,351	52,288	55,852	
Sallyport													
12.00 Sallyport	0	0	0	0	0	0	0	0	1,680	1,680	1,680	1,680	
Sallyport Summary													
Sub-Total Net Square Footage Sallyport									1,680	1,680	1,680	1,680	
Grossing Factor	10%								168	168	168	168	
Total Sallyport Gross Square Footage									1,848	1,848	1,848	1,848	

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SUM 1

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Police Department Facility
Space Needs Assessment

• Summary •

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Support Building														
Patrol Support														
13.00 Patrol Support	0	0	0	0	0	0	0	0	0	5,275	5,396	5,577	5,757	
Training Support														
14.00 Training Support	0	0	0	0	0	0	0	0	0	1,080	1,080	1,080	1,080	
0.00 Firearms Training	0	0	0	0	0	0	0	0	0	9,193	9,193	9,193	9,193	
Property/Evidence														
16.00 Evidence Bag & Tag	0	0	0	0	0	0	0	0	0	740	740	740	740	
17.00 Evidence Office/Intake	0	2	0	3	0	4	0	5		555	655	755	855	
18.00 Evidence Return/Discovery	0	0	0	0	0	0	0	0		325	325	325	325	
19.00 Sex Offender Registration	0	0	0	0	0	0	0	0		250	250	250	250	
20.00 General Evidence Storage	0	0	0	0	0	0	0	0		3,033	3,175	3,270	3,365	
21.00 Digital Electronics Laboratory	0	0	0	0	0	0	0	0		470	470	470	470	
22.00 CSRT Vehicle Exam/ Forensic Laboratory	0	0	0	0	0	0	0	0		2,500	2,500	2,500	2,500	
Sub-Total Support Building	0	2	0	3	0	4	0	5		23,420	23,784	24,160	24,534	
Staff Total-Support Building		2		3		4		5						
Support Building Summary														
Sub-Total Net Square Footage Main Building										23,420	23,784	24,160	24,534	
Grossing Factor 10%										2,342	2,378	2,416	2,453	
Total Main Building Gross Square Footage										25,762	26,162	26,575	26,987	
Multi-Building Summary														
Sub-Total Net Gross Footage Main Building										41,416	48,351	52,288	55,852	
Sub-Total Net Gross Footage Sallyport										1,848	1,848	1,848	1,848	
Sub-Total Gross Square Footage Support Building										23,420	23,784	24,160	24,534	
Total Staff SW/NS	100	41	154	58	177	68	201	77						
Staff Total		141		211		245		278						
Total Building Gross Square Footage										66,684	73,983	78,295	82,234	
										Current	2025	2030	2035	
Population Projection										83,000	121,800	137,400	152,100	
Population Growth										NA	46.7%	12.8%	10.7%	
Multiplier										NA	1.467	1.128	1.107	

Population Projections based on City of Merced
Population Projections 2010-2035, contained in
the City of Merced Vision 3030 General Plan,
Chapter 2, Table 2.1b

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SUM 2

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No.	Milestones	Current								2025				2030				2035				C	25	30	35	Space Code	Current		2025		2030		2035		Remarks				
		Staffing Projection								Number of Spaces								Area Totals		Area Totals							Area Totals												
		SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS						SW	NS	SW	NS	SW	NS	SW	NS		SW	NS		
1.00 Police Administration																																							
1.01	Chief of Police	1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO6	240	240	240	240	
1.02	Management Analyst		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168	Adjoining Chief's office	
1.03	Deputy Chief	0		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO5	0	224	224	224			
1.04	Admin. Captain	1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO4	180	180	180	180	Door to Mgt. Analyst Office		
1.05	Admin. Lieutenant	1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168	Will handle IA needs Interview conf rm attached.		
1.07	College Captain	1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO4	180	180	180	180			
1.08	Operations Captain	1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO4	180	180	180	180			
1.09	Crime Analyst		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168	Reports to Chief preferred near Mgt. Analyst.	
	•Plotter in office																														NA	0	0	0	0				
	•Bookcases																														NA	0	0	0	0				
1.10	CSO- BG/Training		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168		
1.11	Recreation Supervisor		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168	Community Liason	
1.12	Public Information		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO3	168	168	168	168		
Support Spaces																																							
1.13	Pers'n'l/Train'g Files																															STOR3	144	144	144	144	Secure file room		
1.14	Storage																															STOR3	144	144	144	144			
1.15	Video/Media Room																															PO5	224	224	224	224	priv social media productions		
	Copy																															NA	0	0	0	0	See Common Spaces 10.00		
	Coffee Alcove																															NA	0	0	0	0	See Common Spaces 10.00		
	Admin. Conf. Rm.																															NA	0	0	0	0	See Common Spaces 10.00		
	IA Interview Conference																															NA	0	0	0	0	See Common Spaces 10.02		
Subtotals		5	5	6	5	6	5	6	5																									2,300	2,524	2,524	2,524		
Circulation		###																																	575	631	631	631	
Net Area																																			2,875	3,155	3,155	3,155	
2.00 Records																																							
2.01	Records Supervisor		1		1		1		1		1		1		1		1		1		1		1		1		1		1		1		PO1	100	100	100	100	Reports to Admin. LT	
2.02	Records Clerks		10		15		17		18		10		15		17		18		10		15		17		18		10		15		17		OP4	800	1,174	1,324	1,465		
Support Spaces																																							
2.03	Work / Copy /Mail																																	0	0	0	0	See Common Spaces 10.07	
	• Mail center																																	0	0	0	0		
2.04	Records Files																																	100	100	100	100		
2.05	Transcribing																																	100	100	100	100		
2.06	Switchboard																																	100	100	100	100		
Front Counter Spaces																																							
2.07	Public Service Counter																																	24	24	24	24		
	• Safe																																	0	0	0	0		
	Delivery Holding																																	0	0	0	0	See Report Talking 9.03	
Subtotals		0	11	0	16	0	18	0	19																										1,224	1,598	1,748	1,889	
Circulation		###																																	306	399	437	472	
Net Area																																			1,530	1,997	2,185	2,362	

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police facility space needs study

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No:	Milestones		Current		2025		2030		2035		C 25 30 35				Space Code	Current		2025		2030		2035		Remarks
	Staffing Projection											Number of Spaces					Area Totals		Area Totals		Area Totals			
	Sworn or Nonsworn		SW	NS	SW	NS	SW	NS	SW	NS	SW												NS	

3.00 Information Technology**Support Spaces**

3.01	Server Room /										1	1	1	1	200	200	200	200	200					
3.02	Radio Equipment																							
3.03	IDF Closets										6	6	6	6	80	480	480	480	480	480	480	480	480	3 per floor

Subtotals			0	0	0	0	0	0	0	0						680	680	680	680					
Circulation	###															170	170	170	170					
Net Area																850	850	850	850					

4.00 Criminal Investigations

4.01	Captain	0	1	1	1	0	1	1	1	PO4	0	180	180	180										
4.02	Lieutenant	0	1	2	3	0	1	2	3	PO2	0	120	240	360										See Adin. Lt. above
4.03	Sergeant	1	3	3	4	1	3	3	4	OP4	80	240	240	320										
4.04	Detectives	12	18	20	22	12	18	20	22	OP4	960	1,408	1,589	1,759										

MAGNET

4.05	Sergeant	1	1	1	1	1	1	1	1	OP4	80	80	80	80										Currently off site
4.06	Detective	2	3	4	5	2	3	4	5	OP4	160	240	320	400										Currently off site

Support Spaces

4.07	Files									FL3	72	72	72	72										Storage for cold case binders
4.08	Secure Equip. Stor.									STOR3	144	144	144	144										
	Digital Evidence									NA	0	0	0	0										See Digital Elec. Lab 21.00
	Coffee Station									NA	0	0	0	0										See Common Spaces 10.00
	Project Conf. Room									NA	0	0	0	0										See Common Spaces 10.00
	Work / Copy									NA	0	0	0	0										See Common Spaces 10.00

Interview Suite

4.09	Family Interview Room									INT5	120	120	120	120										
4.10	Interview Room									INT1	160	160	160	160										
4.11	Interview Toilet									T1	64	64	64	64										
4.12	Monitoring Room									MON1	64	64	64	64										
	Sound Vestibule									NA	0	0	0	0										Part of Circulation calc.

Subtotals			16	0	27	0	31	0	36	0						1,904	2,892	3,273	3,723					
Circulation	###															476	723	818	931					
Net Area																2,380	3,615	4,091	4,653					

5.00 Dispatch - Communications

5.01	Supervisors	1	1	1	1	1	1	1	1	PO2	120	120	120	120										
5.02	Lead Dispatchers	3	5	6	7	3	5	6	7	PO1	300	500	600	700										
5.03	Dispatchers	12	18	21	24					NA	0	0	0	0										

Work Stations

5.04	Lead/Super. Console									CON3	144	288	288	432										
5.05	Dispatcher Console									CON2	400	600	700	800										

Real Time Monitoring Center

5.06	Real Time Room	0	0	0	0	0	0	1	1	1	PO3	0	168	168	168									2 workstation-enclosed room
------	----------------	---	---	---	---	---	---	---	---	---	-----	---	-----	-----	-----	--	--	--	--	--	--	--	--	-----------------------------

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No:	Milestones		Current		2025		2030		2035		C 25 30 35		Space Code	Current		2025		2030		2035		Remarks								
	Staffing Projection										Number of Spaces			Area Totals		Area Totals		Area Totals												
	SW		NS		SW		NS		SW											NS										
Sworn or Nonsworn		SW		NS		SW		NS		SW		NS																		
<u>Support Spaces</u>																														
5.07	Chair Corral										1	1	1	1	80	80	80	80	80											
5.08	Quiet Room / Lactation										1	1	1	1	PO2	120	120	120	120	120										
5.09	Break Area										1	1	1	1	BR1	196	196	196	196	196										
5.10	Copier										1	1	1	1	CPY1	24	24	24	24	24										
5.11	Lockers										15	23	27	31	LKR1	60	92	108	124	124										
5.12	Coat Hanging										1	1	1	1	COAT1	12	12	12	12	12										
5.13	Toilet										1	1	1	1	T1	64	64	64	64	64										
5.14	Storage										1	1	1	1	STOR3	144	144	144	144	144										
Conference Room										NA													0	0	0	0	0	See Common Spaces 10.05		
Subtotals		0 16 0 24 0 28 0 32																							1,664	2,408	2,624	2,984		
Circulation		###																							499	722	787	895		
Net Area																									2,163	3,130	3,411	3,879		

6.00 Patrol

6.01	Captain - Field					0	0	0	0	PO4	0	0	0	0	See Admin.
6.02	Patrol Lieutenant	2	3	4	5	0	3	4	5	NA	0	0	0	0	See Watch Office Below
Shift 1															
6.03	Sergeants	2	4	5	5					NA	0	0	0	0	
6.04	Patrol Officer	18	27	31	35					NA	0	0	0	0	
Shift 2															
6.05	Sergeants	2	3	3	3					NA	0	0	0	0	
6.06	Patrol Officer	11	16	18	20					NA	0	0	0	0	
6.07	SRO	6	9	11	13					NA	0	0	0	0	
Shift 3															
6.08	Sergeants	2	4	4	5					NA	0	0	0	0	
6.09	Patrol Officer	15	23	26	29					NA	0	0	0	0	
K-9															
6.10	K9 Officers	2	3	4	5					NA	0	0	0	0	See 13.00 for support spaces

Patrol Support Spaces

Also see Support at 13.00

<u>Watch Office</u>																							
6.11	Lieutenants Watch Commander)										2	4	4	6	OP5	200	400	400	600	Shared enclosed space			
6.12	Sergeants										6	10	12	14	OP4	480	800	960	1,120	Shared enclosed space			
6.13	Sergeants' Files										1	1	1	1	STOR3	144	144	144	144	Open plan file area near workstation			
6.14	Counseling Room										1	1	1	1	CNF04	120	120	120	120				
<u>Report Writing</u>																							
6.15	Report Writing Workstations										6	6	6	6	OP2	324	324	324	324				
6.16	Patrol Forms /Misc. Storage										1	1	1	1	CAB4	16	16	16	16				
6.17	Juvenile Lounge										1	1	1	1	INT1	80	80	80	80				
6.18	Juvenile Toilet										1	1	1	1	T1	64	64	64	64				
	Work / Copy														NA	0	0	0	0	See Common Spaces 10.00			

Misc. Patrol Spaces

6.19	Briefing Room										1	1	1	1	BRF30	1,050	1,050	1,050	1,050	1,050	1,050	1,050			
6.20	Equipment Room										1	1	1	1	STOR3	144	144	144	144	144	144	144		Charging & download	
6.21	Armory										1	1	1	1	ARM1	112	112	112	112	112	112	112			
6.22	Entry Vestibule (Mud Room)										1	1	1	1	100	100	100	100	100	100	100	100		Ice machine & boot wash	
	Officers' Weapons Maintenance														NA	0	0	0	0	0	0	0		See Firearms Training 15.00	
	Duty Bag Lockers														NA	0	0	0	0	0	0	0		At fleet parking spaces	

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No:	Milestones								C	25	30	35	Space Code	Area				Remarks										
	Current	2025		2030		2035		Current						2025	2030	2035												
	Staffing Projection													Totals														
Sworn or Nonsworn														SW		NS		SW		NS		Number of Spaces		Area Totals		Area Totals		
<u>Suspect Interview Rooms</u>																												
6.23	Suspect Interview Rooms										2	2	2	2	INT1	160	160	160	160	at report taking & investigations								
6.24	Interview Toilet										1	1	1	1	T1	64	64	64	64									
<u>Suspect Holding</u>																												
6.25	Processing Space										1	1	1	1	210	210	210	210	210									
	• Cuffing Bench										1	1	1	1	NA	0	0	0	0	0								
	• Live scan										1	1	1	1	NA	0	0	0	0	0								
	• Mug shot										1	1	1	1	NA	0	0	0	0	0								
6.26	Suspect Toilet										1	1	1	1	T1	64	64	64	64	Remote flushing WC								
6.27	Holding Cells										2	2	2	2	HCC2	200	200	200	200	2-occupant cells								
6.28	Janitor Closet										1	1	1	1	STOR1	40	40	40	40	Hose, mops, etc.								
6.29	Storage										1	1	1	1	STOR1	40	40	40	40	Misc holding supplies								
<u>Traffic</u>																												
6.30	Sergeants										1	2	2	2	OP4	80	160	160	160									
6.31	Patrol Officer										5	8	10	12	OP4	400	640	800	960									
6.32	Parking Enforcement										2	3	3	4	NA	0	0	0	0	Share report writing area								
6.33	Total workstation										1	1	1	1	OP4	80	80	80	80	Accident reconstruction								
<u>Traffic / Parking Support Spaces</u>																												
6.34	Storage Cabinets										1	1	1	1	CAB4	16	16	16	16	Supplies -Chalk, ticket books								
	Motors										3	5	6	7	NA	0	0	0	0	See Site								
	Vehicle Impound Hearings										0	0	0	0	NA	0	0	0	0	See Report TK'g Rms 9.03								
<u>DART</u>																												
6.35	Sergeants										1	1	1	2	PO2	120	120	120	240	Discrete access								
6.36	Patrol Officer										4	6	7	8	OP4	640	480	560	640	Files at workstations								
<u>Support Spaces</u>																												
6.37	Secure Storage Rm.										1	1	1	1	STOR3	144	144	144	144									
6.38	Gear Lockers										5	7	8	10	LKR5	75	105	120	150									

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No:	Milestones	Current								2025				2030				2035				Remarks								
		Staffing Projection																Number of Spaces	Space Code	Area Totals	2025		2030	2035						
		SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS	SW	NS													
GVSU																														
6.39	Sergeants	1		2		2		2		1	2	2	2	PO2	120	240	240	240	Files at workstation											
6.40	Patrol Officer	6		9		11		13		6	9	11	13	OP4	480	720	880	1,040												
Support Spaces																														
6.41	Secure Storage Rm.									1	1	1	1	STOR3	144	144	144	144												
6.42	Armory									1	1	1	1	ARM1	112	112	112	112												
6.43	Gear Lockers									7	11	13	15	LKR5	105	165	195	225												
Hostage Negotiation Team																														
6.44	Sergeant	1		1		1		1		0	0	0	0	NA	0	0	0	0	See Support at 13.00											
6.45	Officer	0		0		0		0		0	0	0	0	OP4	0	0	0	0	Collateral Duty											
Animal Control & Code Enforcement																														
6.46	AC CSO	2		3		4		5		2	3	8	8	OP4	160	240	640	640												
6.47	CE Supervisor	1		1		1		1		1	1	1	1	PO2	120	120	120	120	Files at workstation											
6.48	CE CSO	2		3		4		5		2	3	8	8	OP4	160	240	640	640												
Animal Control Support Spaces																														
6.49	Secure Storage Rm.									1	1	1	1	STOR3	144	144	144	144	Dartgun, tranquilizer drugs, traps, equipment, forms											
	With Drug Safe																													
	Kennels													NA	0	0	0	0	See Sallyport 12.00											
Code Enforcement Support Spaces																														
	File Area (open plan)													NA	0	0	0	0	In circulation area											
Subtotals																79	7	121	10	###	12	###	15			6,712	8,002	9,407	10,347	
Circulation																###										1,678	2,001	2,352	2,587	
Net Area																										8,390	10,003	11,759	12,934	
7.00 Training & Background Checking																														
7.01	CSO	0		0		0		0		0	0	0	0	OP5	0	0	0	0	See Admin.											
7.02	PT Staff	3		5		6		7		3	5	6	7	OP3	217	362	435	507												
Support Spaces																														
7.03	Stor. Rm.									1	1	1	1	STOR3	144	144	144	144												
7.04	Interview / Conf. Rm									1	1	1	1	CNF04	120	120	120	120	CVSA Testing											
	Training Conf. Rm.													NA	0	0	0	0	See Common Spaces 10.00											
	Training Classroom													NA	0	0	0	0	See Common Spaces 10.00											
	Computer Lab													NA	0	0	0	0	See Common Spaces 10.00											
	Work / Copy													NA	0	0	0	0	See Common Spaces 10.00											
	Defensive Tactics / ARCON													NA	0	0	0	0	See ARCON 14.01											
	Simulator Room													NA	0	0	0	0	See Simulator 14.03											
Subtotals																0	0	0	0	0	0	0	0			481	626	699	771	
Circulation																###										120	157	175	193	
Net Area																										602	783	874	964	

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Merced, California
Police Department Facility
Space Needs Assessment
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Space No:	Milestones								C	25	30	35	Space Code	Current Area Totals	2025 Area Totals	2030 Area Totals	2035 Area Totals	Remarks
	Current	2025	2030	2035														
	Staffing Projection																	
	SW	NS	SW	NS	SW	NS	SW	NS	Number of Spaces									
<u>8.00 Fleet & Facilities Support Spaces</u>																		
<u>Loading / Services Area</u>																		
8.01	Service Bay Loading								1	1	1	1	600	600	600	600		
8.02	Facilities Office								1	1	1	1	PO2	120	120	120	120	
8.03	General Storage								1	1	1	1	STOR3	144	144	144	144	
8.04	Waste Management Room								1	1	1	1	STOR3	144	144	144	144	
8.05	Janitorial Supply								1	1	1	1	STOR3	144	144	144	144	
8.06	Janitorial Equipment								1	1	1	1	STOR3	144	144	144	144	
8.07	Delivery Storage								1	1	1	1	STOR3	144	144	144	144	Secure for electronics, etc.

Subtotals	0	0	0	0	0	0	0	0						1,440	1,440	1,440	1,440	
Circulation	###													360	360	360	360	
Net Area														1,800	1,800	1,800	1,800	

Common Spaces9.00 Common Public Spaces

9.01 Entry Vestibule									1	1	1	1	80	80	80	80	80	
9.02 Lobby									1	1	1	1	450	450	450	450	450	8 to 4 M thru F
• Drug Drop Locker													NA	0	0	0	0	
• On-line Report Kiosk													NA	0	0	0	0	
9.03 Report Taking									2	2	2	2	CNSL1	160	160	160	160	Refuge room & deliveries
9.04 Public Toilets									2	2	2	2	T2	300	300	300	300	
9.05 Multi-Purpose Room									80	80	80	80	15	1,200	1,200	1,200	1,200	80 at tables - 160 in chairs w/no tables, subdividable into 3 smaller rooms
• Lectern W/Microphone													NA	0	0	0	0	
• LED Monitors													NA	0	0	0	0	
• Smart Boards													NA	0	0	0	0	
• Media backdrops													NA	0	0	0	0	Media interviews & briefings
9.06 Chair/Table Stor.									1	1	1	1	200	200	200	200	200	
9.07 AV Stor.									1	1	1	1	STOR3	144	144	144	144	
9.08 ARCON Mat Storage									1	1	1	1	STOR3	144	144	144	144	
9.09 Food Service Area									1	1	1	1	120	120	120	120	120	cooking.

Subtotals	0	0	0	0	0	0	0	0						2,798	2,798	2,798	2,798	
Circulation	###													700	700	700	700	
Net Area														3,498	3,498	3,498	3,498	

Common Spaces10.00 Common Staff Areas

10.01 Lunch/Break Room									1	1	1	1	BR2	356	356	356	356	
10.02 Conference Room									2	2	2	2	CNF08	442	442	442	442	1 per floor (1 is IA Conf)
10.03 Conference Room									2	2	2	2	CNF16	700	700	700	700	1 per floor
10.04 Conference Room									2	2	2	2	CNF20	750	750	750	750	1 per floor
10.05 Conference/ Training Room									1	1	1	1	CNF28	400	400	400	400	At Dispatch accessible from common corridor
10.06 Copy Workrooms (small)									2	2	2	2	CPY3	260	260	260	260	1 per floor

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Space No:	Milestones	Milestones								C	25	30	35	Space Code	Milestones				Remarks				
		Current	2025	2030	2035	Current	2025	2030	2035														
		Staffing Projection													Number of Spaces					Area Totals		Area Totals	Area Totals
		SW	NS	SW	NS	SW	NS	SW	NS														
10.07	Copy Workroom (large)								2	2	2	2	CPY4	500	500	500	500	1 per floor - 1 adjacent to Records for mail sorting/distribution.					
10.08	Coffee Station (small)								2	2	2	2	COF1	48	48	48	48	1 per floor					
10.09	Coffee Station (large)								2	2	2	2	COF2	64	64	64	64	1 per floor					
10.10	Fitness Room								1	1	1	1	1000	1,000	1,000	1,000	1,000	Free weight & cardio					
10.11	Fitness Storage								1	1	1	1	STOR2	80	80	80	80						
Subtotals		0	0	0	0	0	0	0						4,600	4,600	4,600	4,600						
Circulation		###												1,150	1,150	1,150	1,150						
Net Area														5,750	5,750	5,750	5,750						

Common Spaces**11.00 Locker Area**

11.01	Sworn Lockers	100	154	177	201	LKR4	800	1,230	1,416	1,609	
11.02	Non-Sworn Lockers	41	58	68	77	LKR1	164	231	270	309	
11.03	Toilet/sink/shower	5	7	8	9	T5	510	714	816	918	
11.04	Toilet/sink	5	7	8	9	T1	320	448	512	576	
11.05	First Aid Rm.	2	2	2	2	120	240	240	240	240	1 is lactation room with lavatory and refrigerator
Subtotals		0	0	0	0	0	0	0	0	0	
Circulation		###									
Net Area											
							2,034	2,863	3,255	3,652	
							509	716	814	913	
							2,543	3,578	4,068	4,565	

12.00 Sallyport

12.01	Sallyport									1	1	1	1	1200	1,200	1,200	1,200	1,200	
	• Car vacuum													NA	0	0	0	0	
	• Vehicle supply storage													NA	0	0	0	0	Fence-caged areas
	• Animal control kennels													NA	0	0	0	0	Fence-caged areas
	Subtotals														1,200	1,200	1,200	1,200	
	Circulation	###													480	480	480	480	
	Net Area														1,680	1,680	1,680	1,680	

Support Building**13.00 Patrol Support****K9 Support**

13.01	Kennels (indoor portion)				2	3	4	5	KEN	72	108	144	180
13.02	Equipment Storage				1	1	1	1	STOR1	40	40	40	40
	• Safe								NA	0	0	0	0

Bomb Squad Support

13.03	Bomb Truck Storage	1	1	1	1	500	500	500	500	500	Garaged with charging
13.04	Containment Vessel	1	1	1	1	AUTO1	300	300	300	300	Trailer - Garaged
13.05	Equipment Room	1	1	1	1	200	200	200	200	200	Robot work, storing & charging
	• Workbench					NA	0	0	0	0	Off-site
	Explosives Magazine										

Drone Squad Support

13.1	Equipment Room	1	1	1	1	200	200	200	200	200	Drone work, storage & charging
	• Workbench					NA	0	0	0	0	

Bicycle Patrol Support

13.07	Bicycle Racks									8	12	13	15	BKE1	56	82	93	103	
13.08	Work Bench									2	2	2	2	CNTR1	24	24	24	24	
13.09	Open Floor									1	1	1	1	100	100	100	100	100	
	• Lavatory									1	1	1	1	NA	0	0	0	0	
13.10	Gear Lockers									8	12	13	15	LKR1	32	47	53	59	

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Merced, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Milestones		Current								2025				2030				2035				Remarks
		Staffing Projection								Number of Spaces				Area Totals				Area Totals				
Space No:	Sworn or Nonsworn	SW	NS	SW	NS	SW	NS	SW	NS	C	25	30	35	Space Code	Area Totals	2025	2030	2035				
13.11	Storage Cabinet									1	1	1	1	CAB3	12	12	12	12				
<u>DART Support</u>																						
13.12	T3 Patroler (DART)									2	3	4	5	SEG2	40	60	80	100	Charging			
<u>SWAT Support</u>																						
13.13	Planning Table									1	1	1	1	WTBL	94	94	94	94				
13.14	Lockers									16	16	19	22	LKR7	384	384	456	528				
13.15	Armory									1	1	1	1	ARM1	112	112	112	112	Magazine, Armorer's bench			
13.16	Storage									1	1	1	1	STOR3	144	144	144	144				
13.17	Toilet/Shower									1	1	1	1	T5	102	102	102	102				
13.18	Toilet									1	1	1	1	T1	64	64	64	64				
13.19	Vehicle Bay									3	3	3	3	500	1,500	1,500	1,500	1,500	Equipment truck, Avenger, Command post			
<u>HNT Support</u>																						
13.20	HNT Storage									1	1	1	1	STOR3	144	144	144	144	Adjacent to but not in SWAT, separate access from SWAT.			
13.21	HNT Work									1	1	1	1	OP5	100	100	100	100	Shared toilets & vehicles			
Subtotals		0 0 0 0 0 0 0 0 0												4,220 4,317 4,462 4,605								
Circulation		###												1,055 1,079 1,115 1,151								
Net Area														5,275 5,396 5,577 5,757								
<u>Support Building</u>																						
<u>14.00 Training Support</u>																						
14.01	Simulator Room									1	1	1	1	720	720	720	720	720	Scenario & Fire arms			
14.02	Storage									1	1	1	1	STOR3	144	144	144	144	Training & simulator storage			
Subtotals		0 0 0 0 0 0 0 0 0												864 864 864 864								
Circulation		###												216 216 216 216								
Net Area														1,080 1,080 1,080 1,080								

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Space No:	Milestones								C	25	30	35	Space Code	Current				Area Totals	Remarks
	Staffing Projection													Area Totals	Area Totals	Area Totals			
	Current	2025	2030	2035	SW	NS	SW	NS									SW		
Support Building																			
0.00 Firearms Training																			
15.00 Range Office																			
15.01	Range Master/Armorer												NA	0	0	0	0	Staff counted at GVSU above	
Range Support																			
15.02	Acoustic Vestibule									1	1	1	1	80	80	80	80		
15.03	Target/Ammo Storage									1	1	1	1	300	300	300	300	Access for pallet deliveries	
Weapons Maintenance																			
15.04	Armory									1	1	1	1	ARM1	112	112	112	112	
15.05	Armorer's Room									1	1	1	1	ARM2	136	136	136	136	
	• Weapons Maint. Ctr.												NA	0	0	0	0	2 positions for servicing rifles	
	• Weapons Clearing Port												NA	0	0	0	0		
15.06	Officers' Weapons Maintenance									2	2	2	2	WM	126	126	126	126	4 positions
	• Weapons Clearing Port												NA	0	0	0	0		
Firearms Proficiency Firing Range - Lead-Free																			
15.07	Firing Range									10	10	10	10	FR1	6,600	6,600	6,600	6,600	
Subtotals 0 0 0 0 0 0 0 0																			
Circulation ###																			
Net Area																			
Support Building																			
Property/Evidence																			
16.00 Evidence Bag & Tag																			
Access to Evid. Drying/Finger																			
16.01	Bag & Tag Room									1	1	1	1	BAG2	320	320	320	320	
	• Work Counter												NA	0	0	0	0	Storage at base & wall cabinet	
	• Island Table w/Exhauster												NA	0	0	0	0	Gun box storage below	
	• Evidence Storage Locker												NA	0	0	0	0	Pass-through type	
	• Barcoding												NA	0	0	0	0		
	• Lavatory												NA	0	0	0	0		
	• Emerg. Eye Wash												NA	0	0	0	0	Bottle type	
	• Scale & Balance												NA	0	0	0	0		
	• Label Printer												NA	0	0	0	0		
16.02	Report Writing Stations									2	2	2	2	OP1	90	90	90	90	
16.03	Oversize Locker									1	1	1	1	64	64	64	64	4 foot doors	
16.04	Drying Cabinet (small)									1	1	1	1	DRY1	24	24	24	24	Vented through roof
16.05	Drying Cabinet (large)									1	1	1	1	DRY2	36	36	36	36	Vented through roof
16.06	In-Process Evidence Lockers									1	1	1	1	LKR6	24	24	24	24	Non-pass-through type
16.07	Fingerprint Dusting Station									1	1	1	1	DS	34	34	34	34	In alcove w/lateral exhaust
Subtotals 0 0 0 0 0 0 0 0																			
Circulation ###																			
Net Area																			

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Space No:	Milestones	Current								2025				2030				2035				Remarks
		Staffing Projection								C	25	30	35	Space Code	Area Totals	2025	2030	2035				
		SW	NS	SW	NS	SW	NS	SW	NS													
Sworn or Nonsworn		SW	NS	SW	NS	SW	NS	SW	NS	Number of Spaces				Space Code	Area Totals	2025	2030	2035	Area Totals			
17.00 Evidence Office/Intake																			Access to Evid. Dry/Fingerprin			
17.01	CSO	2		3		4		5		2	3	4	5	OP4	160	240	320	400				
17.02	Intake Area									1	1	1	1	200	200	200	200	200	Access to rear of Evid. lockers			
	• Mobile Tables													NA	0	0	0	0				
	• Access to Sex Reg. Staff Off.													NA	0	0	0	0				
	• Access to Disc. / Lg. Evid. Ret.													NA	0	0	0	0				
17.03	Service Counter									1	1	1	1	SCTR	48	48	48	48	Bag & Tag service counter			
17.04	Work Counter									3	3	3	3	CNTR1	36	36	36	36	Storage at base & wall cabinet			
	• Lavatory													NA	0	0	0	0				
	• Emerg. Eye Wash													NA	0	0	0	0	Bottle type			
Subtotals		0	2	0	3	0	4	0	5						444	524	604	684				
Circulation		###														111	131	151	171			
Net Area															555	655	755	855				
18.00 Evidence Return/Discovery																						
18.01	Secure Vestibule									1	1	1	1	120	120	120	120	120	Controlled access/agress			
	• Evidence Return Counte													NA	0	0	0	0				
	• Access to Sex Reg. Lobby													NA	0	0	0	0				
	• Access to Discovery / Lg. Evid. Ret													NA	0	0	0	0				
18	Discovery / Large Evidence Return									1	1	1	1	140	140	140	140	140	Secure with access control.			
	• Lavatory													NA	0	0	0	0				
Subtotals		0	0	0	0	0	0	0	0						260	260	260	260				
Circulation		###														65	65	65	65			
Net Area															325	325	325	325				
19.00 Sex Offender Registration																						
19.01	CSO	0		0		0		0		0	0	0	0	NA	0	0	0	0	Collateral duty			
19.02	Registrant Lobby									1	1	1	1	100	100	100	100	100				
19.03	Staff Office									1	1	1	1	PO1	100	100	100	100				
Subtotals		0	0	0	0	0	0	0	0						200	200	200	200				
Circulation		###														50	50	50	50			
Net Area															250	250	250	250				
20.00 General Evidence Storage																						
20.01	High-Density General Evidence Storage									1	1	1	1	1200	1,200	1,200	1,200	1,200				
	• Valuables Storage													NA	0	0	0	0	Separate secured gondolas			
	• Firearms Storage													NA	0	0	0	0	Separate secured gondolas			
20.02	Refrigerator									4	6	7	8	REF3	152	228	266	304	Separate room			
20.03	Freezer									2	3	4	5	REF3	76	114	152	190	Separate room			
20.04	Open Floor									1	1	1	1	200	200	200	200	200	Separate secured room			
20.05	Narcotics Storage									1	1	1	1	200	200	200	200	200	Separate secured room			
20.06	Arson Evidence									3	3	3	3	CAB4	48	48	48	48	3 vented storage cabs			
20.07	Auction / Destruction									1	1	1	1	200	200	200	200	200				
20.08	Evidence Bikes									50	50	50	50	BKE1	350	350	350	350				
	Found Property Bikes													NA	0	0	0	0	Covered area on Site - See Site			
	Temp Vehicle Storage													NA	0	0	0	0	See Vehicle Exam. Below			
Subtotals		0	0	0	0	0	0	0	0						2,426	2,540	2,616	2,692				
Circulation		###														607	635	654	673			
Net Area															3,033	3,175	3,270	3,365				

Not An RF Protected Suite.

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Police Department Facility
Space Needs Assessment
• Itemized Spaces •
Draft: May 10, 2019

Space No:	Milestones		Staffing Projection								Number of Spaces				Space Code	Area				Remarks
	Current	2025	2030	2035	C	25	30	35	Current	2025	2030	2035								
	SW	NS	SW	NS	SW	NS	SW	NS	Totals		Totals	Totals								
21.01	Tech workstations	0	0	0	0	2	2	2	2	OP4	160	160	160	160	Staff - See Criminal Investigative					
21.02	Workbench					4	4	4	4	CNTR2	56	56	56	56	ESD top - Grounding strap system for techs. RF workstations by PD.					
21	• Task Exhauster									NA	0	0	0	0	For soldering					
	• Task Lighting									NA	0	0	0	0						
	ADA Lavatory									NA	0	0	0	0						
	• Eyewash									NA	0	0	0	0						
21.04	Mobile table									NA	0	0	0	0	For moving evidence					
21.05	In-Process Evidence					1	1	1	1	STOR2	80	80	80	80	Secure storage					
21.06	General Storage					1	1	1	1	STOR2	80	80	80	80						
Subtotals		0	0	0	0	0	0	0	0		376	376	376	376						
Circulation		###									94	94	94	94						
Net Area											470	470	470	470						

22.00 CSRT Vehicle Exam/ Forensic Laboratory

22	Vehicle Exam Bays														600	1,800	1,800	1,800	1,800	Crime scene vans parked inside when not used for examination
	• Powder Dusting Station														NA	0	0	0	0	
	• Fume Hood														NA	0	0	0	0	
	• Cyanoacrylate														NA	0	0	0	0	
	• Worktable														NA	0	0	0	0	
	• Storage Cabinets														NA	0	0	0	0	Chemical & flammables
	• Bench														NA	0	0	0	0	
	• Deep Sink														NA	0	0	0	0	
	• ADA Sink														NA	0	0	0	0	
	• In-Process Evidence Lockers														NA	0	0	0	0	
	• Emerg. Eyewash/Sh'r														NA	0	0	0	0	
	• Evidence Lockers														NA	0	0	0	0	Non-pass-thru, In-process
22.02	Drying Room - Large														DRY4	120	120	120	120	Vented through roof
22.03	Storage														STOR2	80	80	80	80	
Subtotals		0	0	0	0	0	0	0	0	0	0	0	0			2,000	2,000	2,000	2,000	
Circulation		###														500	500	500	500	
Net Area																2,500	2,500	2,500	2,500	

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Police Department Facility
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Police Department Site Requirements				Remarks
Parking Structure	2035		2035	
Secure Staff Parking				
Total Staff (Largest Shift)	101	AUTO1	30,303	
Administration				
Chief	1	AUTO2	400	
Deputy Chief	1	AUTO2	400	
Captains	3	AUTO2	1,200	
Lieutenants	5	AUTO2	2,198	
Backgrounds	2	AUTO2	733	
Records				
Records	1	AUTO2	400	
Detectives				
Detectives	16	AUTO2	6,595	
GSVU				
GSVU	9	AUTO2	3,664	
Patrol				
Officer POV - Incoming	35	AUTO1	10,500	
Officer POV - Outgoing	35	AUTO1	10,500	
Fleet Patrol Cars	49	AUTO2	19,784	Duty bag lockers adjacent. Includes South District. Needs future growth
DART				
Dart Cars	7	AUTO2	2,931	
T3 Patrollers	0	NA	0	In Support Building
K9				
K9 Patrol Cars	4	AUTO2	1,465	
SWAT				
SWAT Avenger	0	NA	0	
Van (Equipment Truck)	0	NA	0	See Support Building for Vehicle Garage Spaces
34-Foot Command Vehicle	0	NA	0	
Bomb Squad				
Van	0	NA	0	
Trailer (Vessel)	0	NA	0	See Support Building for Vehicle Garage Spaces
Trailer	0	NA	0	
Animal Control				
Animal Control Pickups	4	AUTO2	1,465	Need cleaning capability
Code Enforcement				
Code Enforcement Pickups	5	AUTO2	2,198	

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Property/Evidence				
Property Evidence Truck	0	NA	0	See Support Building for Vehicle Garage Spaces
CSRT Truck	0	AUTO2	0	
Training				
Van	2	AUTO2	733	
Cars	5	AUTO2	2,198	
Traffic/Parking Enforcement				
Traffic Pickups	4	AUTO2	1,465	
Traffic Car	2	AUTO2	733	
Motorcycles	7	MOTOR	1,106	Canopy spaces
DUI Trailer	1	AUTO1	300	Charging
Speed Trailer	6	AUTO1	1,800	Charging
Barricade Trailer	1	AUTO1	300	Charging
Go-4	5	AUTO1	1,649	Charging (future vehicles)
Portable Generator	1	AUTO1	300	
VIP Cars	2	AUTO1	600	
Subtotal	316		105,920	
Vacation / Sick Factor (Deduction)	20%		21,184	Deduct
Based On Staff Spaces Only				

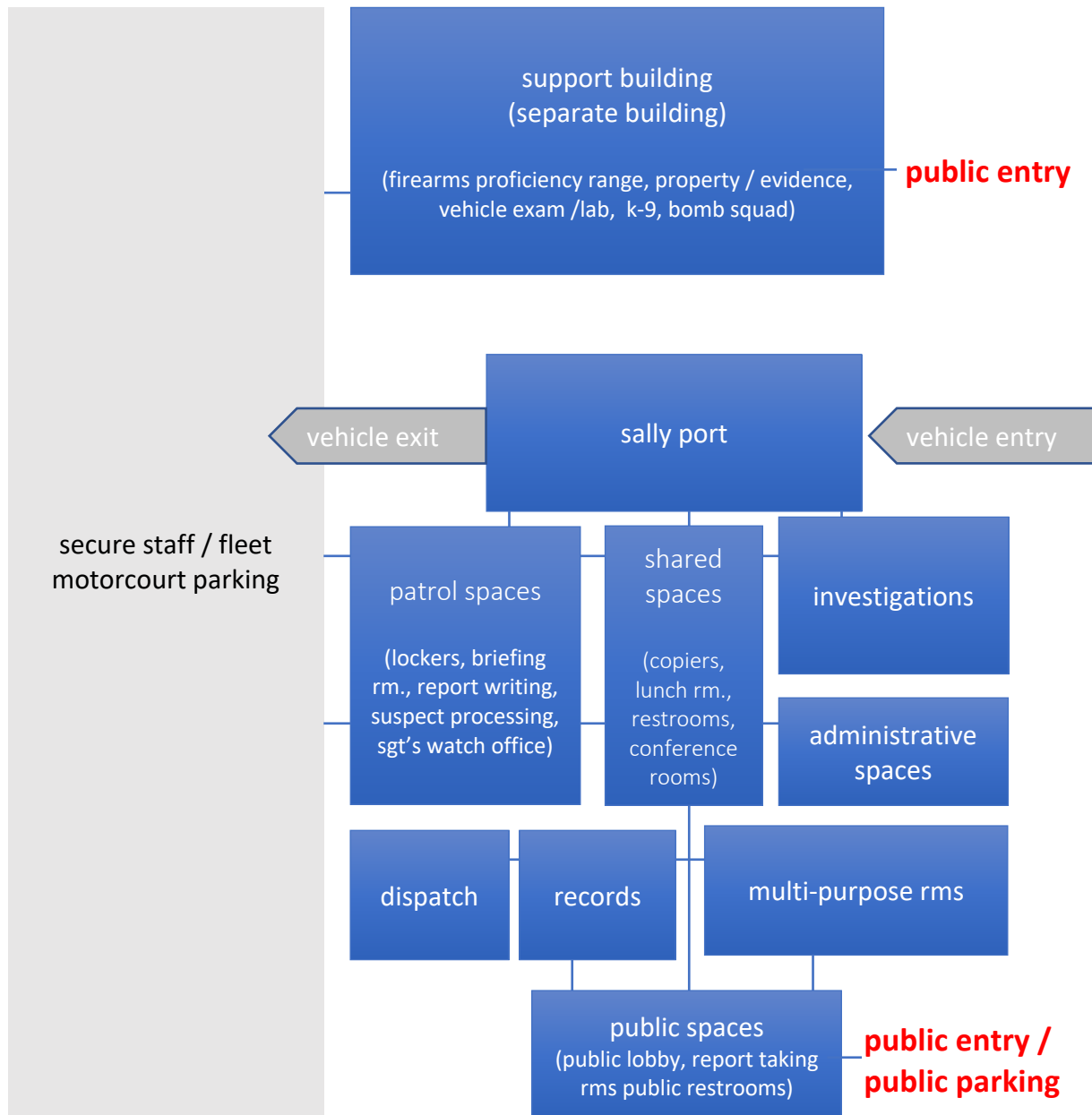
Secure (Motorcourt) Parking			84,736	Walled Perimeter- Controlled Access
Circulation Factor	40%		33,894	
Total Secure Parking Area			118,630	
Non-Secure Public Parking Lot	40	AUTO1	12,000	At Grade Lot
Circulation Factor	40%		4,800	
Total Non-Secure Parking Lot	40		16,800	
Site Grade Level Parking Area Subtotal	40		135,430	
Two Level Main Building			27,926	1st floor of 2-story stack (footprint)
Sallyport			1,848	
Support Building			26,987	
Total Building Footprint			56,761	
Found Property Bike Storage	50	BKE2	600	Canopy covered fenced cage
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			1,000	
Trash Dumpster Enclosure / Loading Area			1,500	
Subtotal: Site Area Need in SF			197,291	
Setback			15,486	20, 25, 10, 10
Surface Water Retention	10%		19,729	
Landscaping Area	10%		19,729	
Total Site Area Need (SF)			252,236	
Total Site Area Need (Acres)			5.79	

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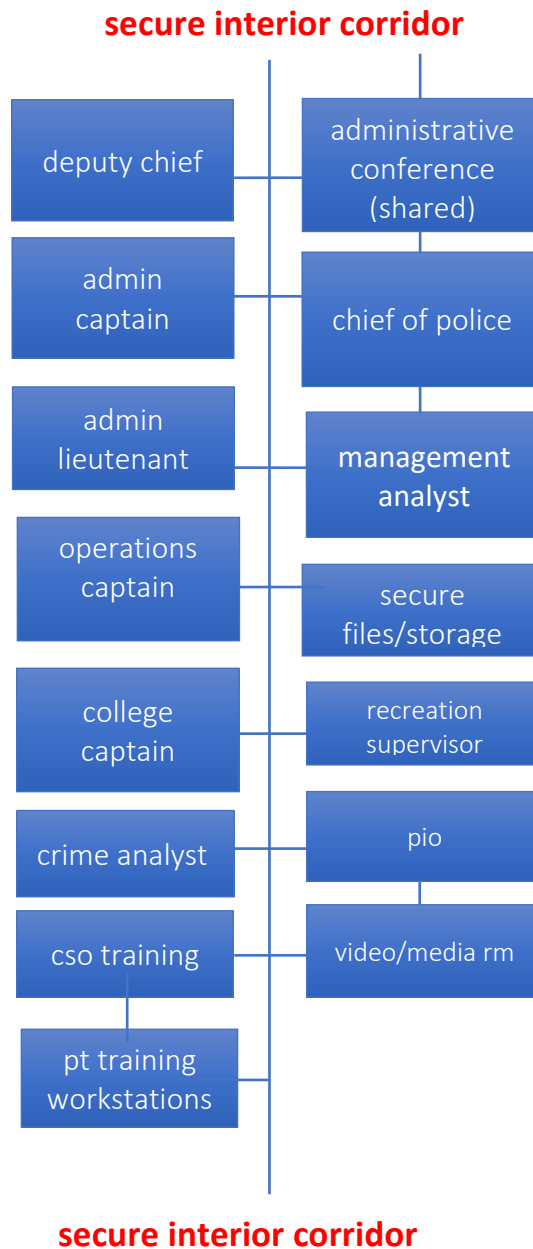
adjacency diagrams



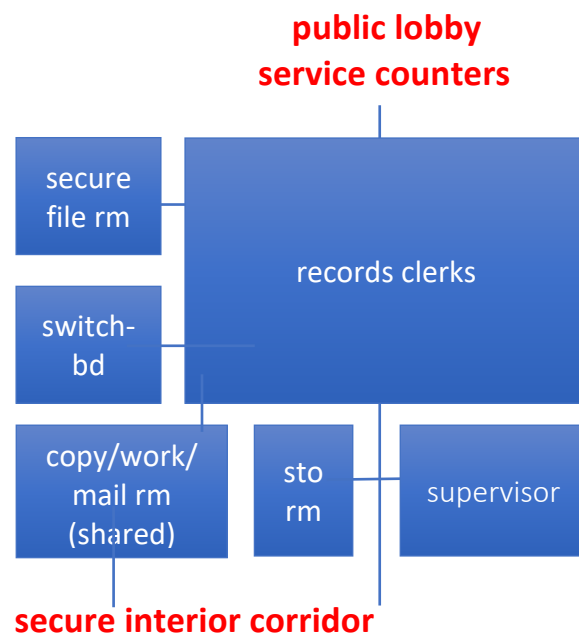
overall key adjacencies



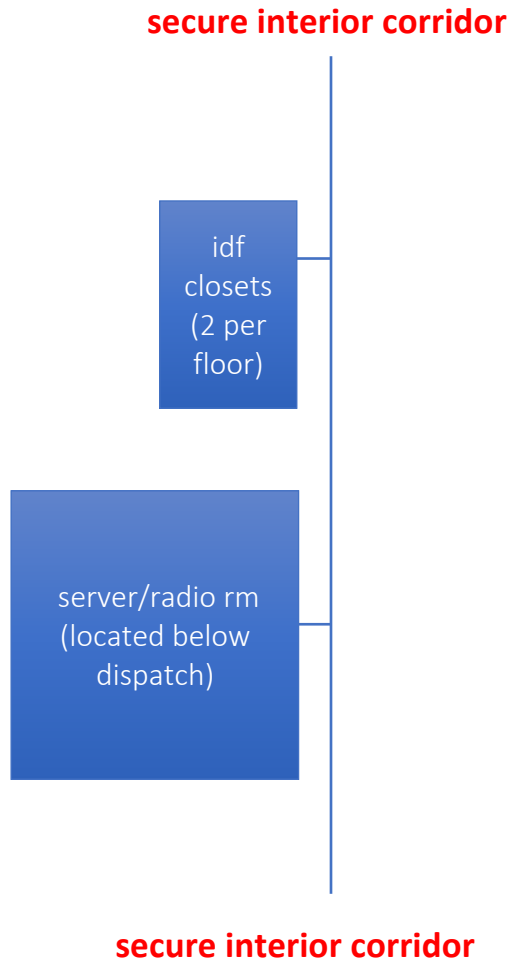
1.00/7.00 administrative offices/ training & background checking



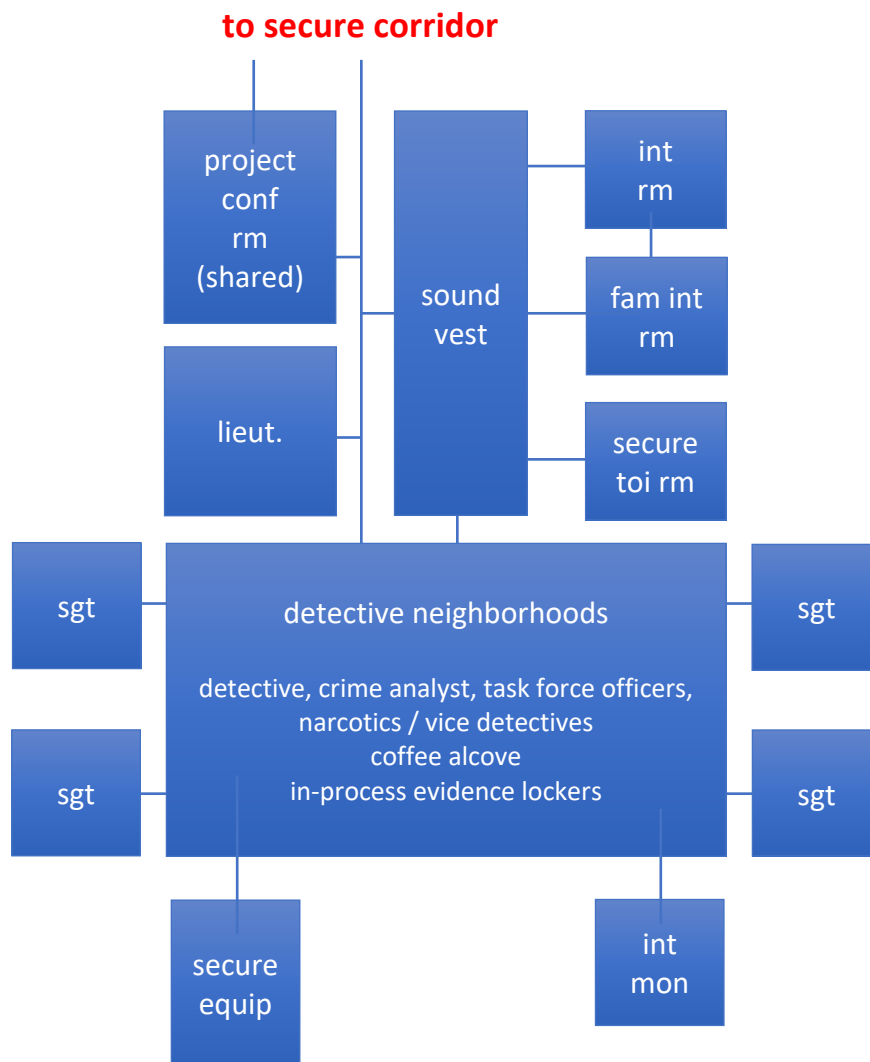
2.00 records



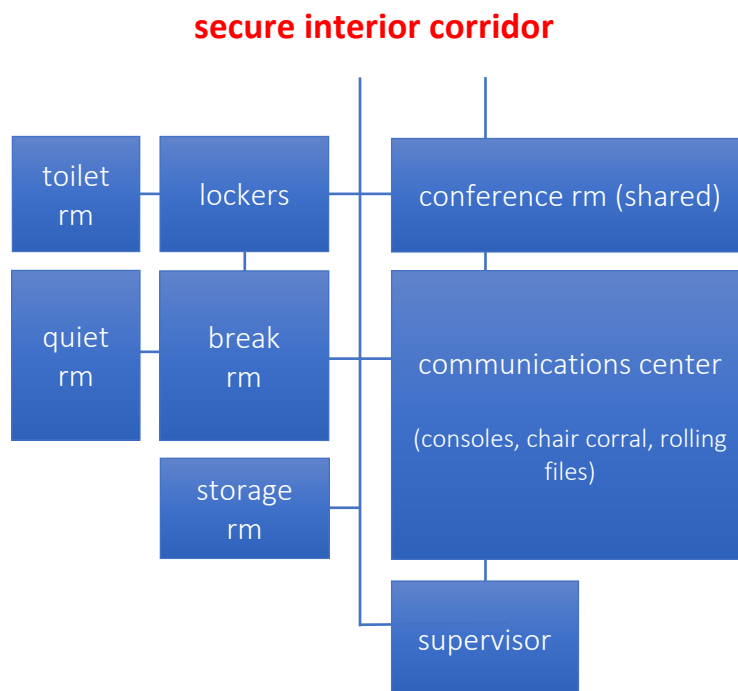
3.00 information technology



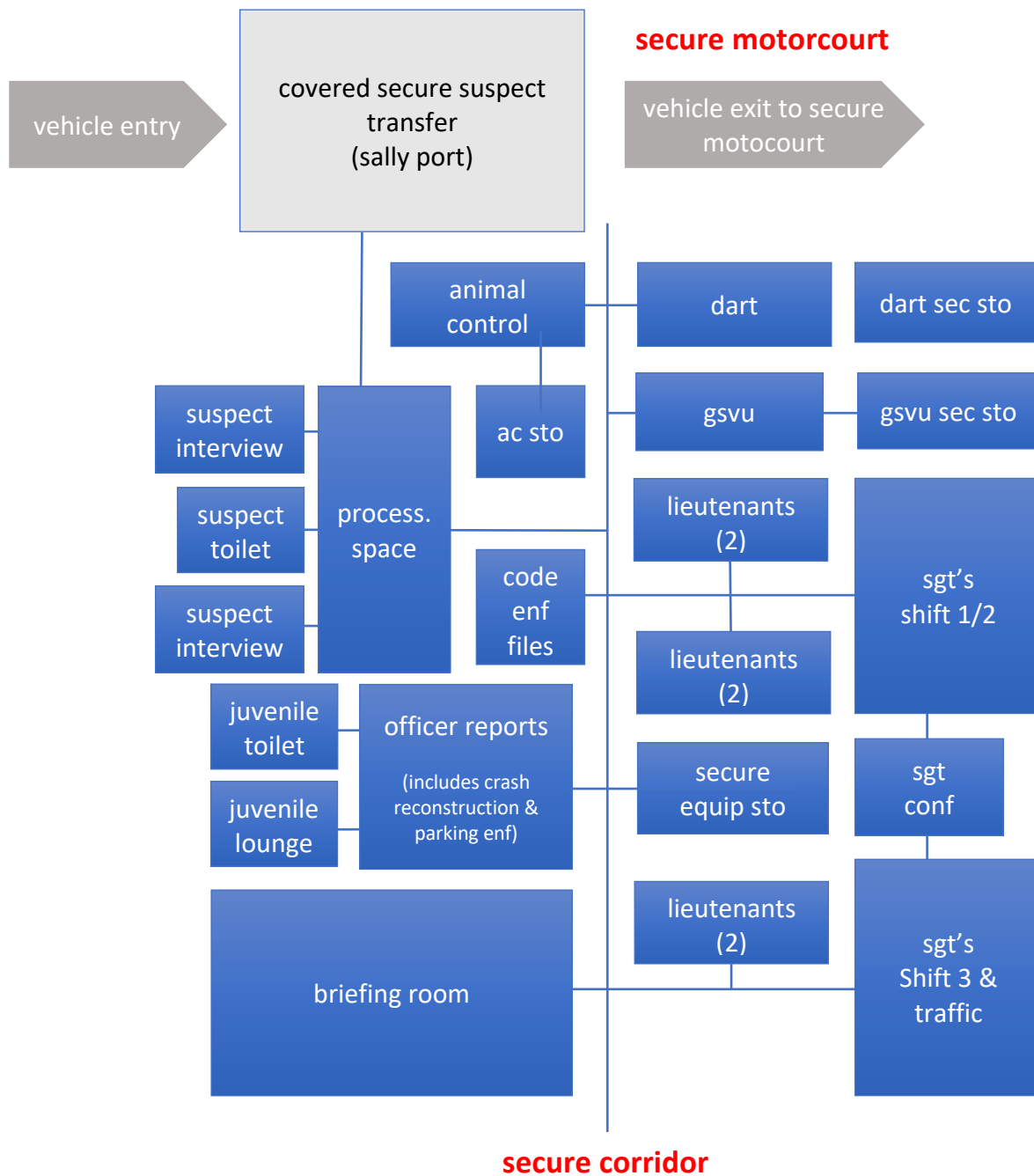
4.00 criminal investigations



5.00 emergency communications / dispatch

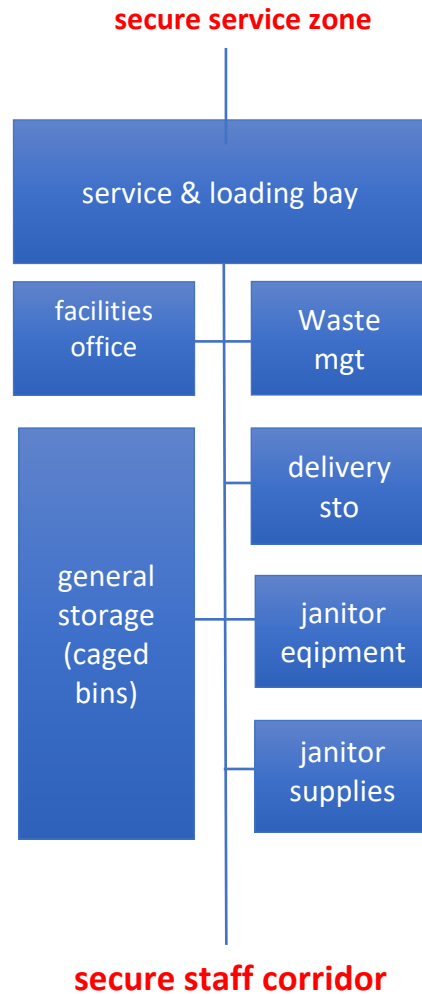


6.00 patrol/traffic spaces

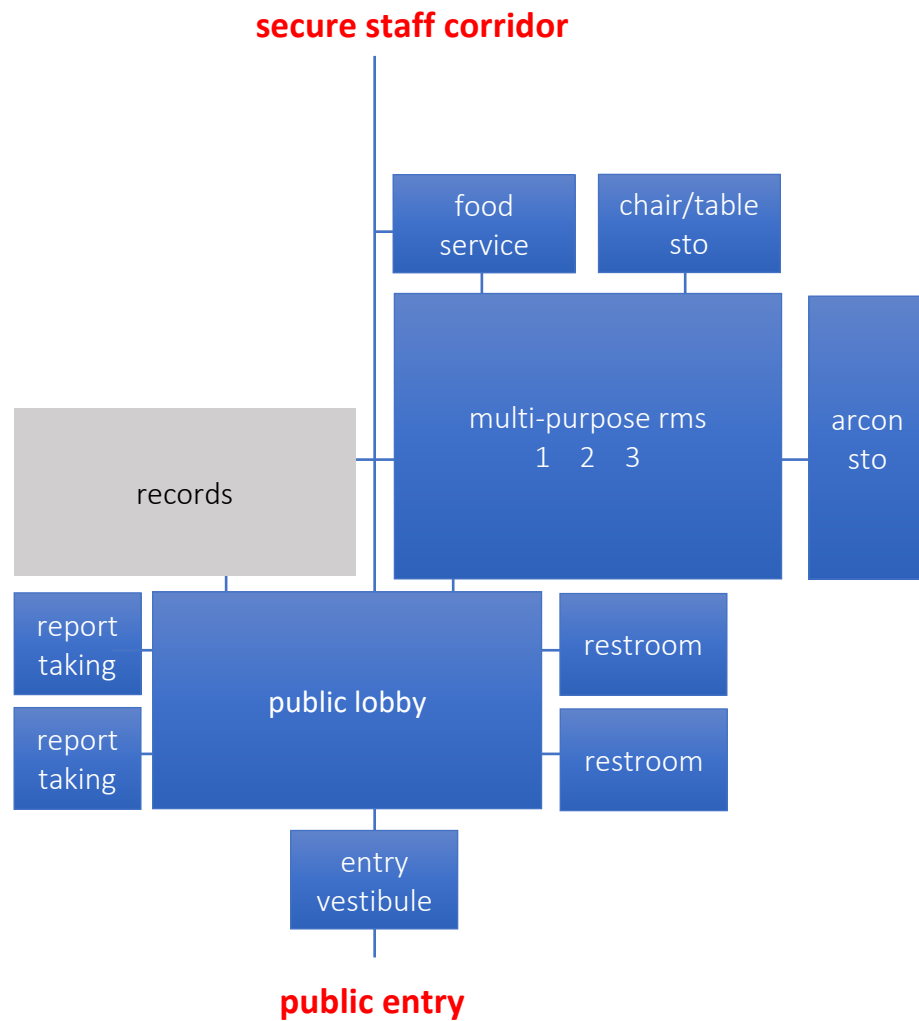


8.00 fleet & facilities support

(note: 7:00 training and background checking is included with 1.00 administration.)



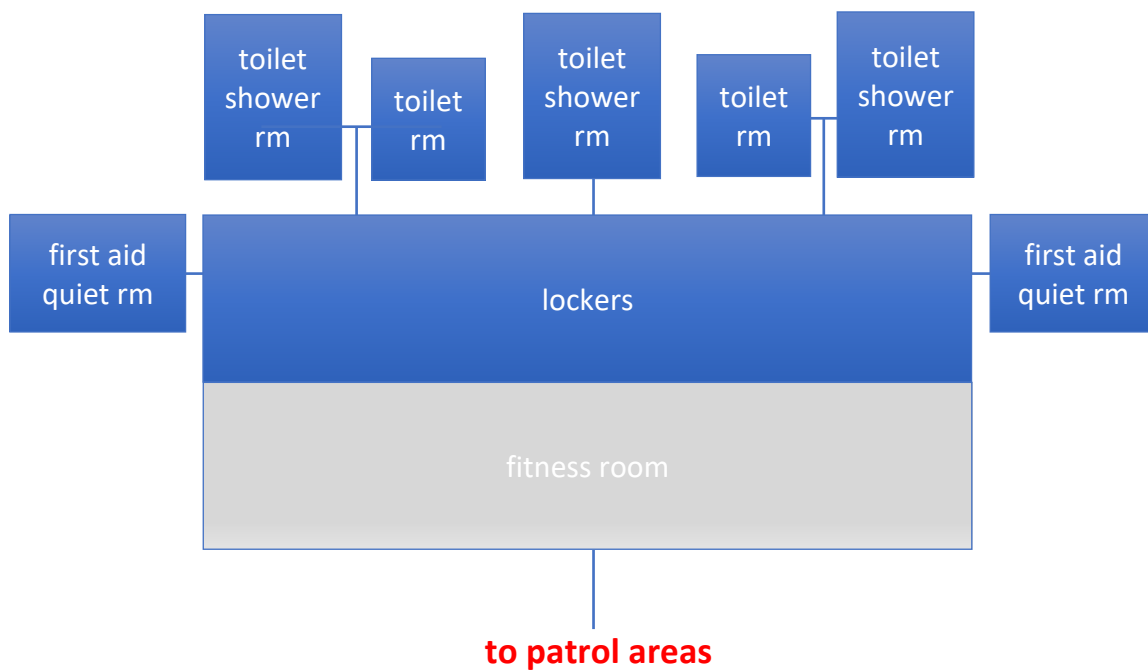
9.00 common public spaces



11.00 locker area

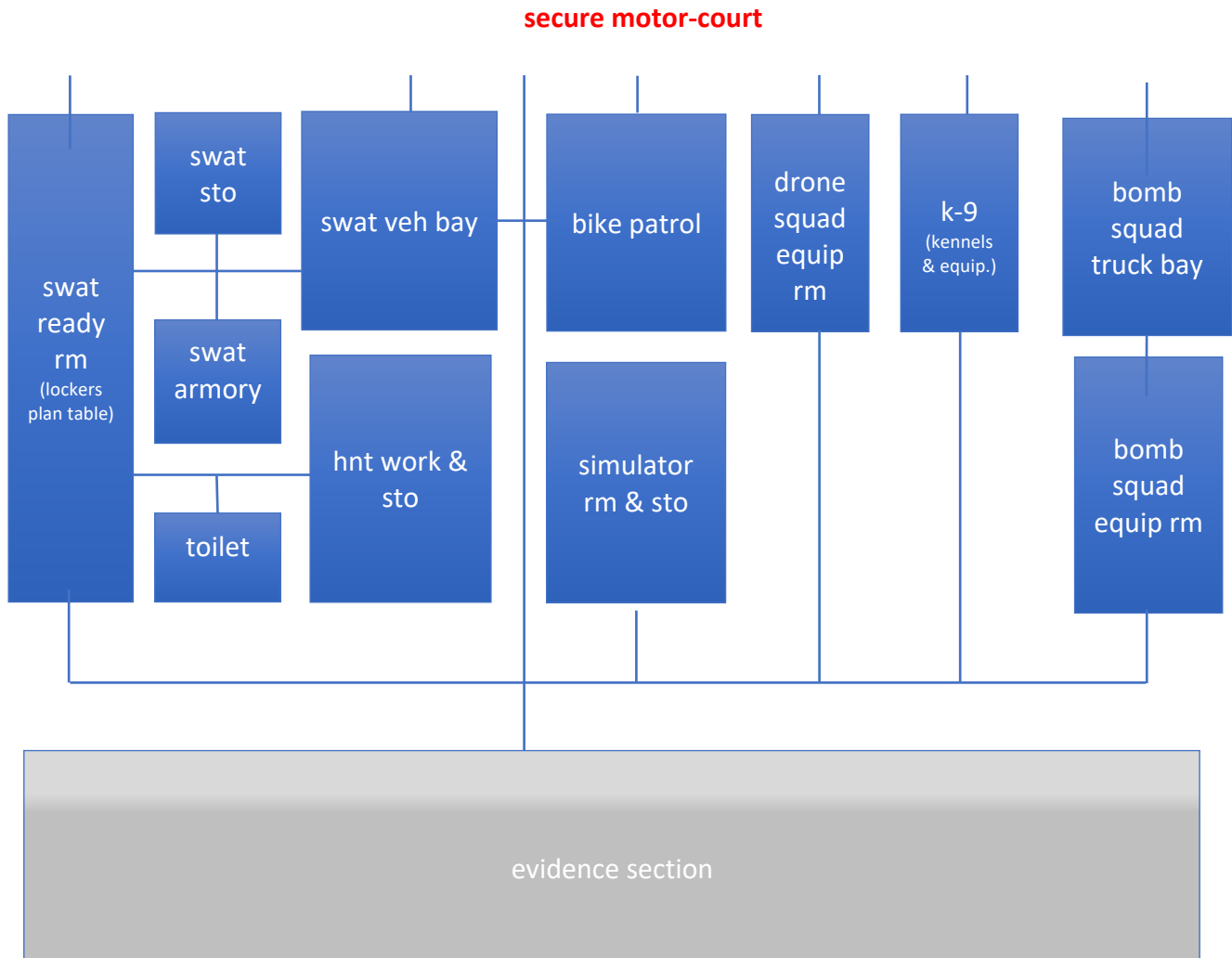
(note: 10:00 staff common spaces are distributed throughout the facility- no diagram provided.)

(toilet & shower ratios to be determined during design phases per code requirements)

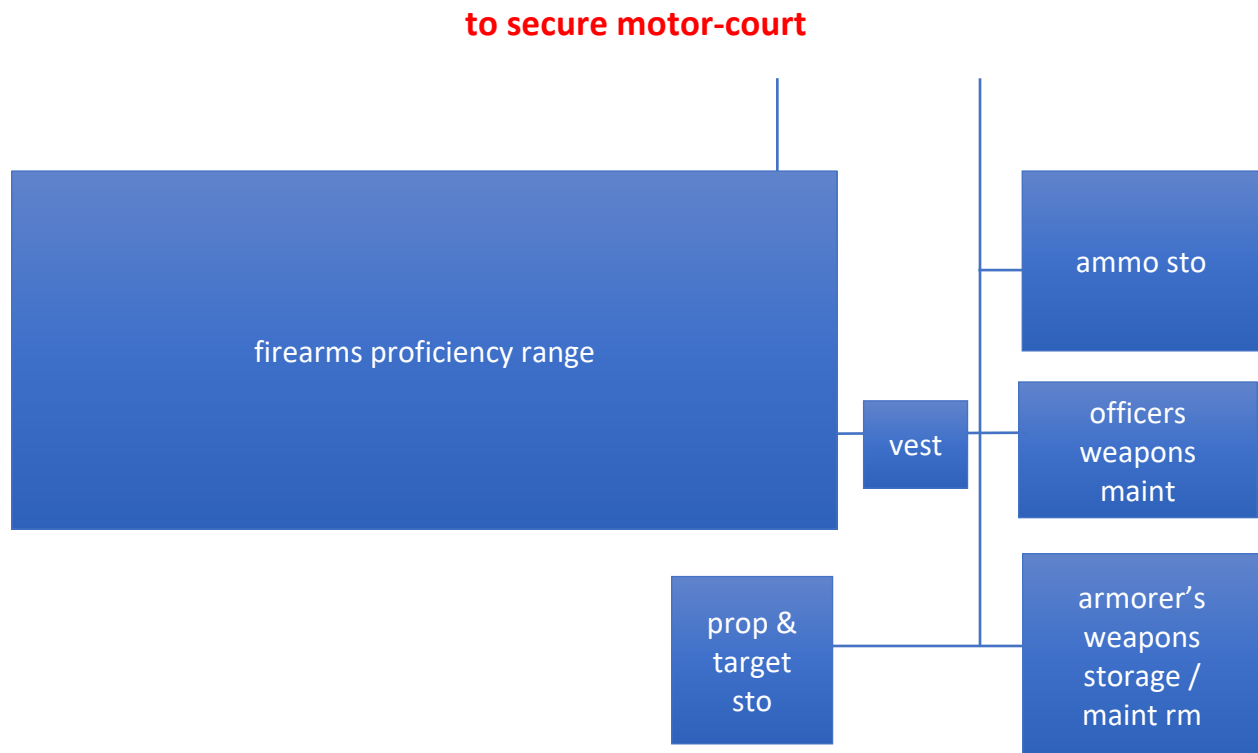


13.00/14.00 patrol & training support spaces in support building

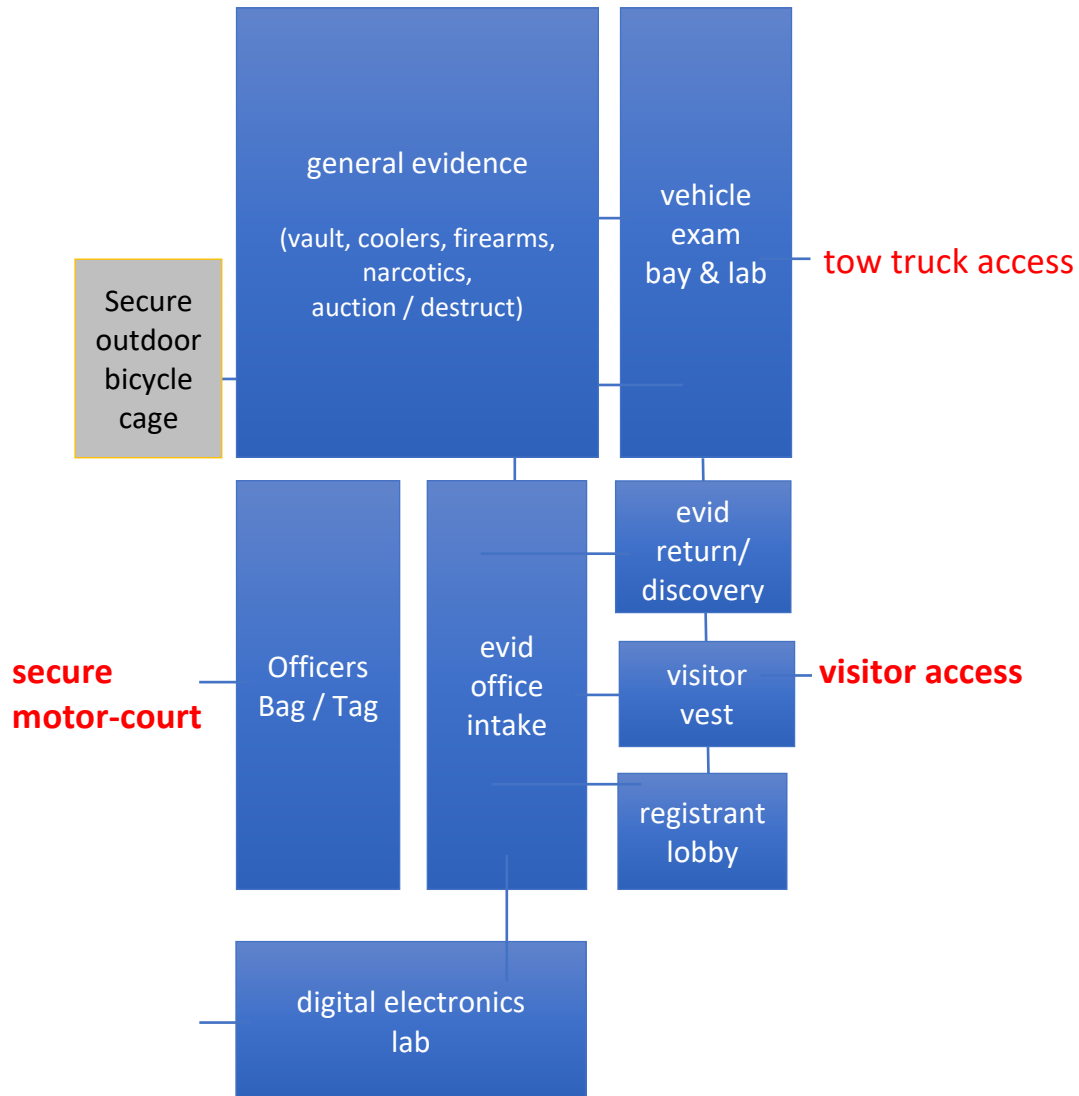
(note: 12:00 sallyport is shown at 6.00 patrol - no diagram provided.)



15.00 firearms proficiency range

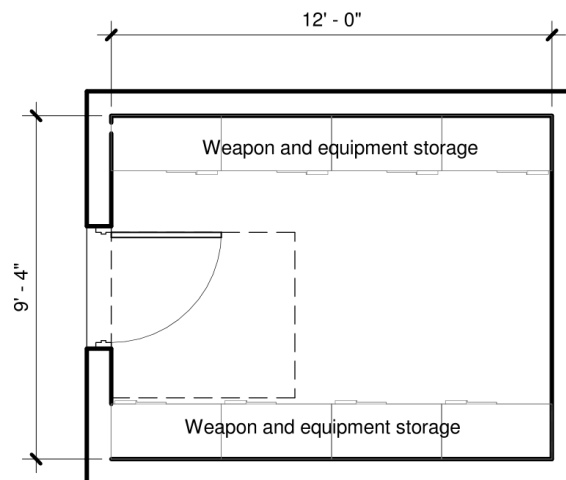
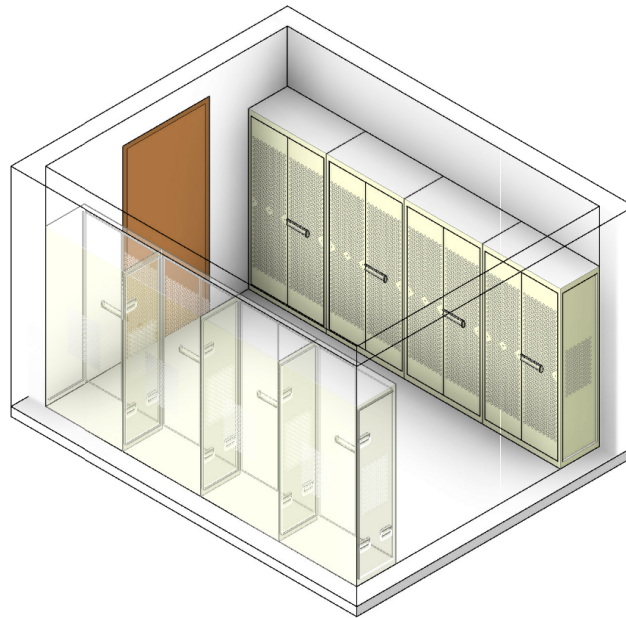


16.00/17.00/18.00/19.00/20.00/21.00/22.00
evidence / property/ laboratories

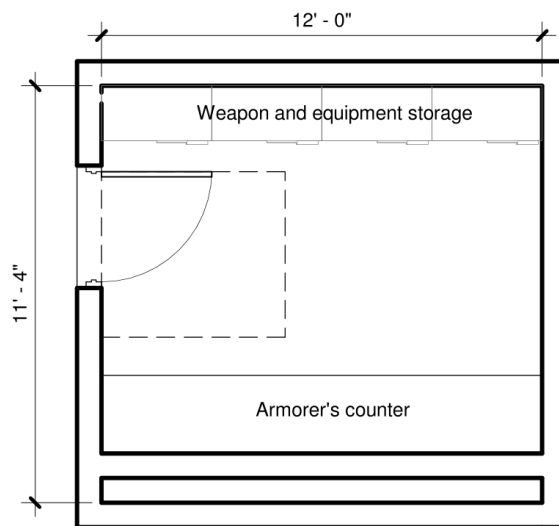
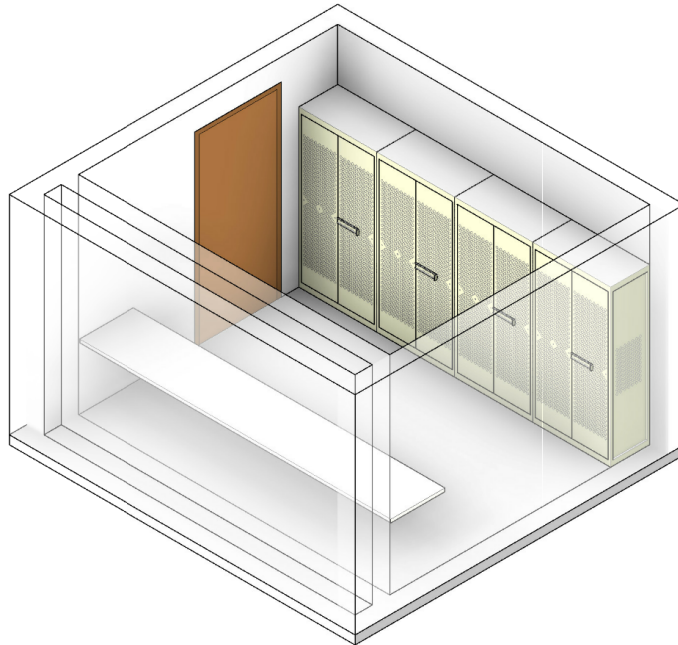


space standards

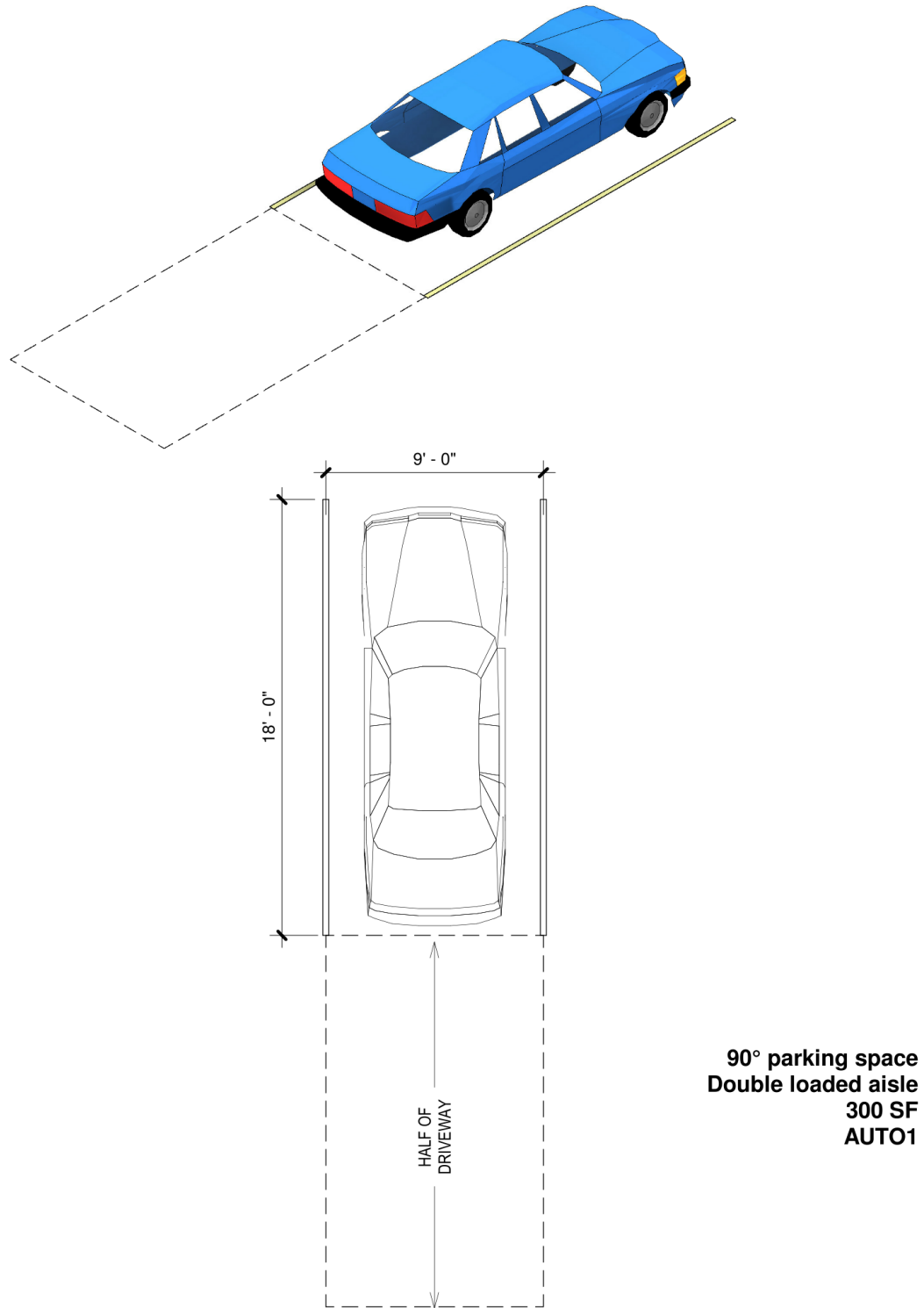


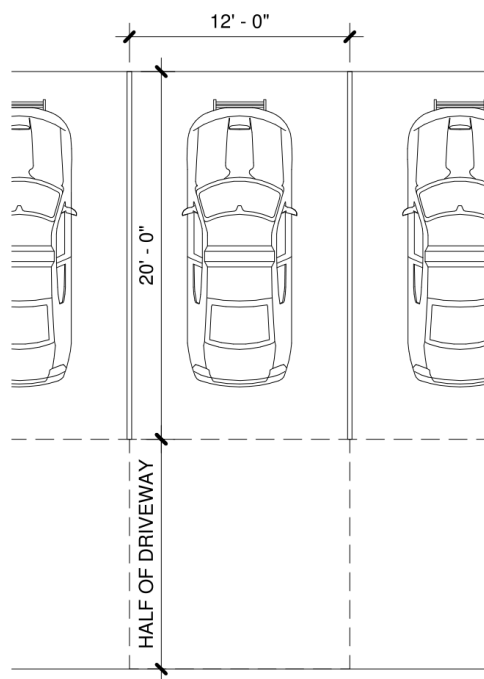
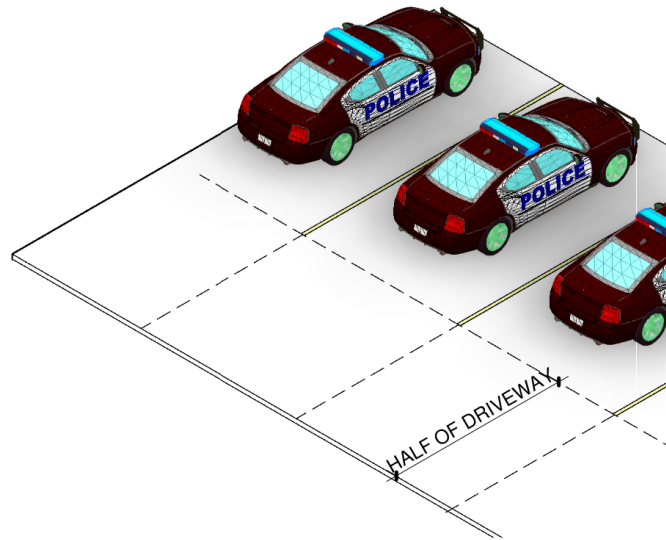


Armory
112 SF
ARM1

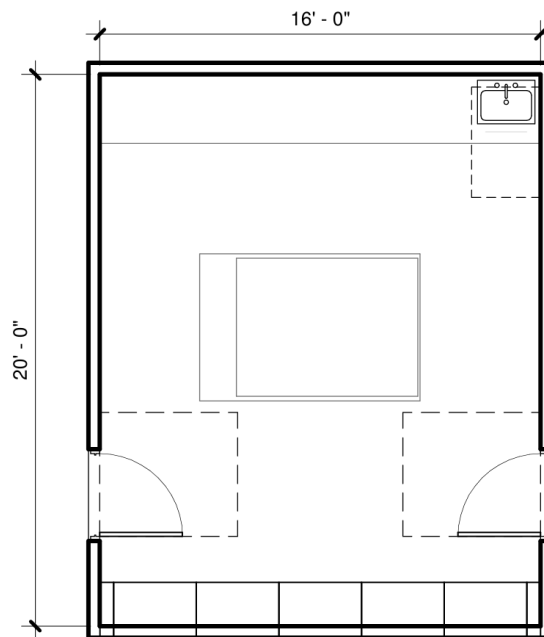
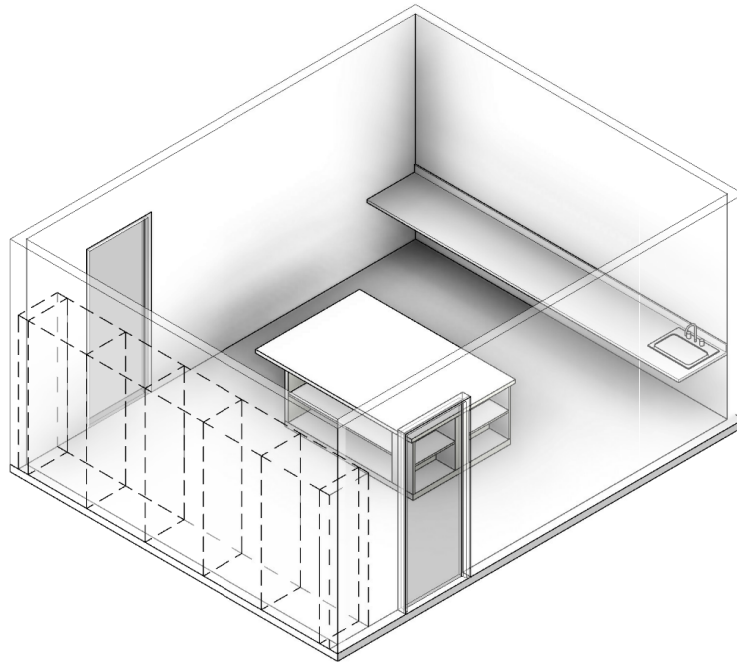


Armorer
136 SF
ARM2

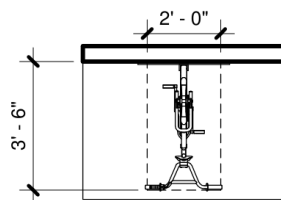
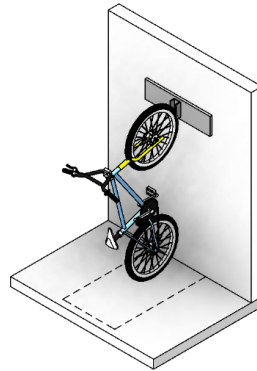




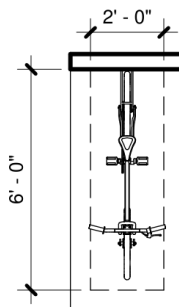
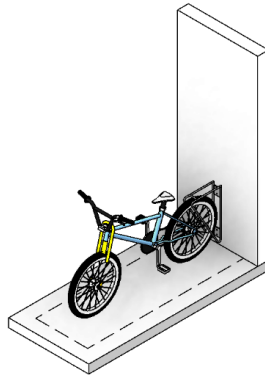
**90° Patrol parking space
Double loaded aisle
400 SF
AUTO2**



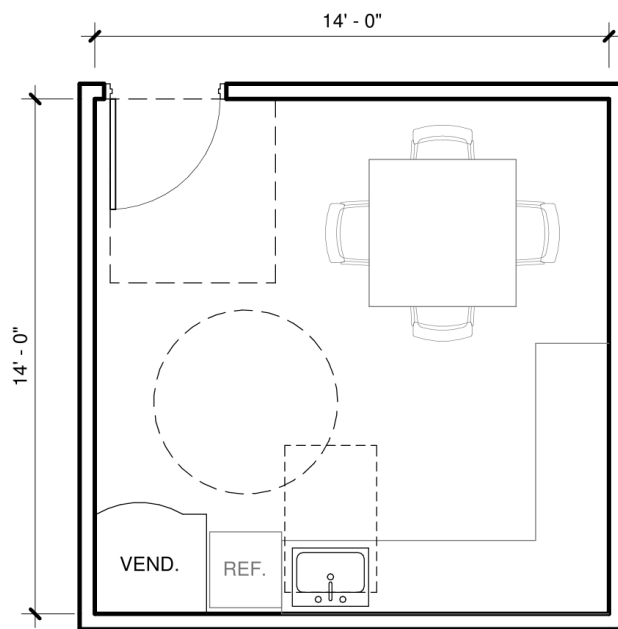
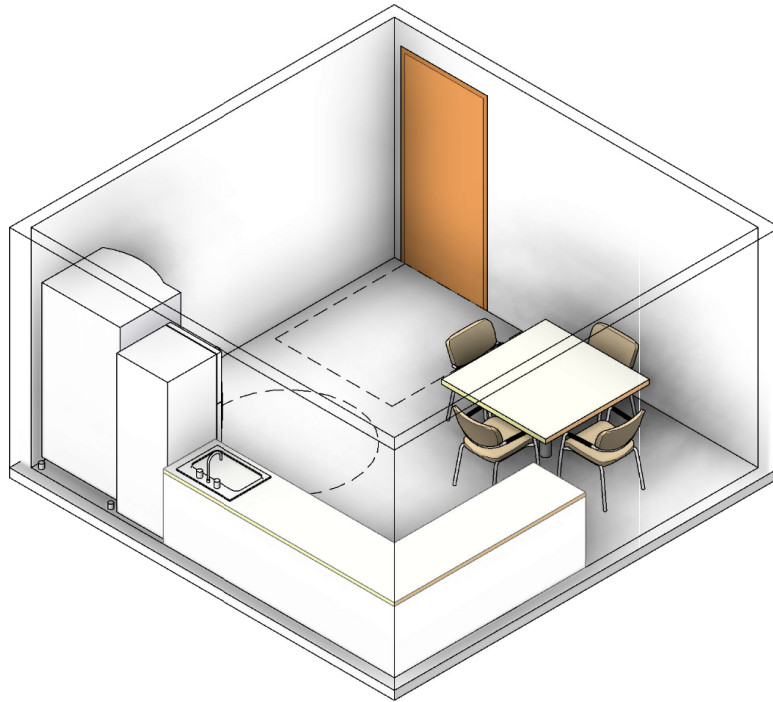
**BAG AND TAG ROOM
W/ TABLE
320 SF
BAG2**



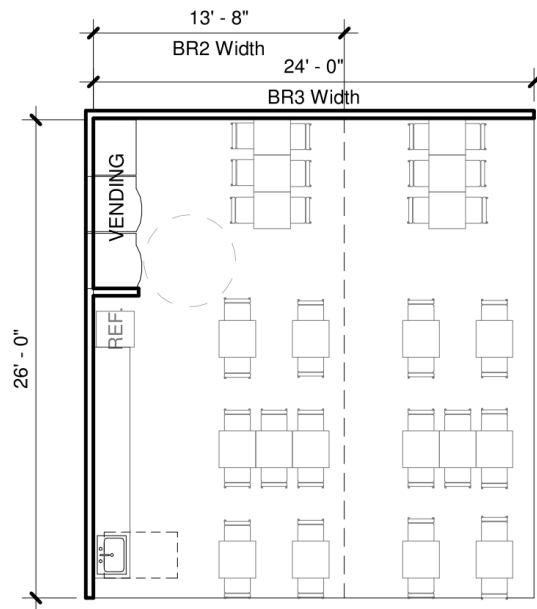
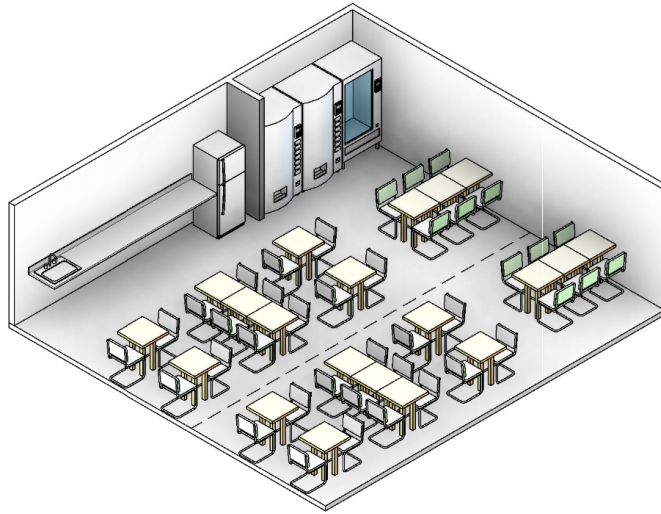
**BIKE VERTICAL
STORAGE
7 SF
BKE 1**



**BIKE HORIZONTAL
STORAGE
12 SF
BKE 2**

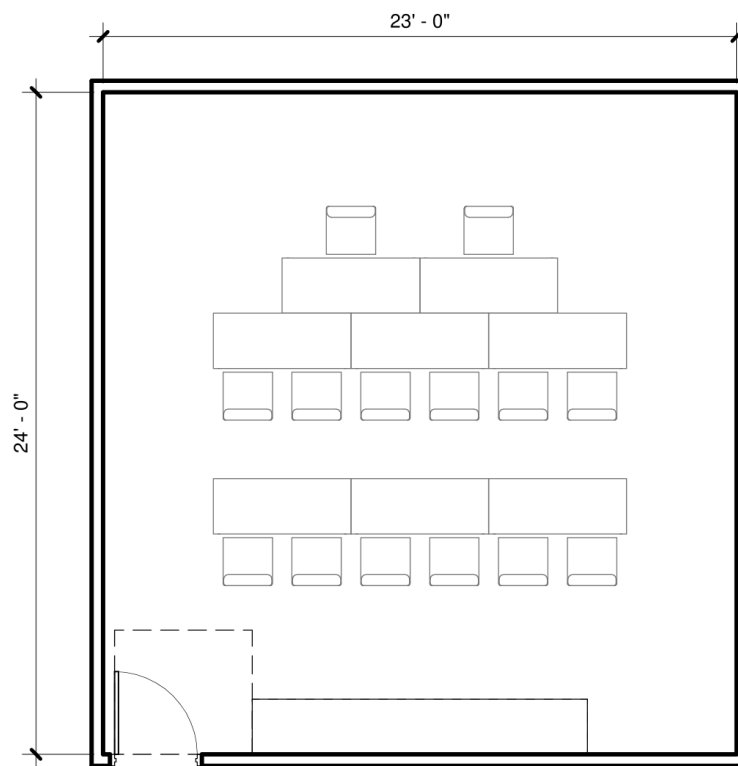
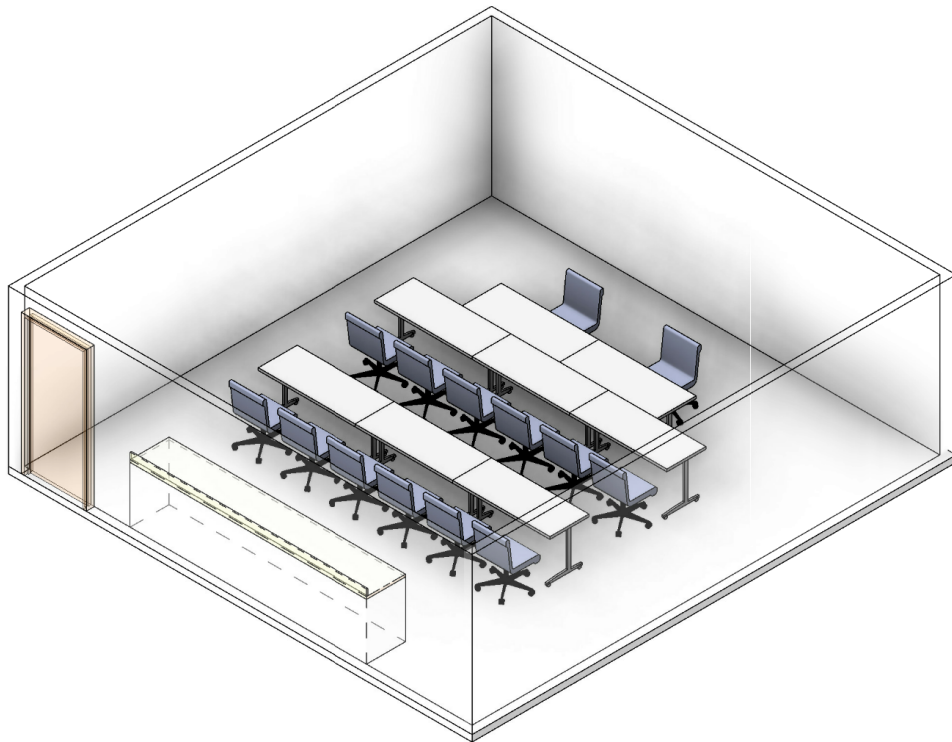


**Break Room
196 SF
BR1**



**Break Room
(Training Facility)
356 SF
BR2**

Breaking Rooms
BR2 = 356 SF (CAPACITY 20)
BR3 = 626 SF (CAPACITY 40)



Briefing Room

BRF(##)

= Seating Capacity

BRF08 = 224 SF

BRF12 = 552 SF

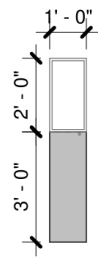
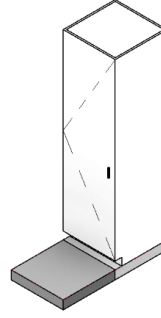
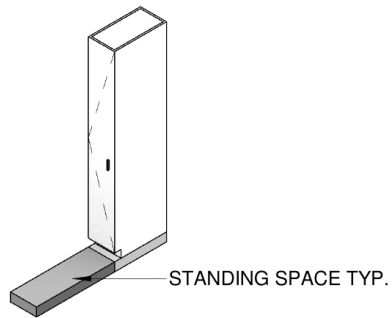
BRF16 = 690 SF

BRF20 = 828 SF

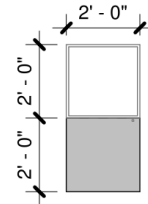
BRF24 = 966 SF

BRF28 = 1,104 SF

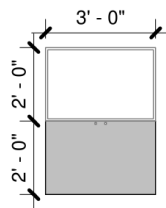
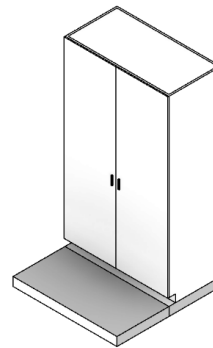
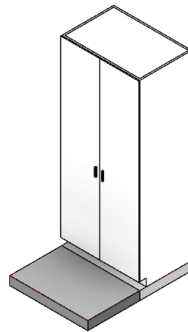
Briefing Room
552 SF
BRF12



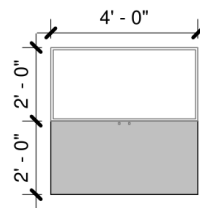
Storage Cabinet
5 SF
CAB 1



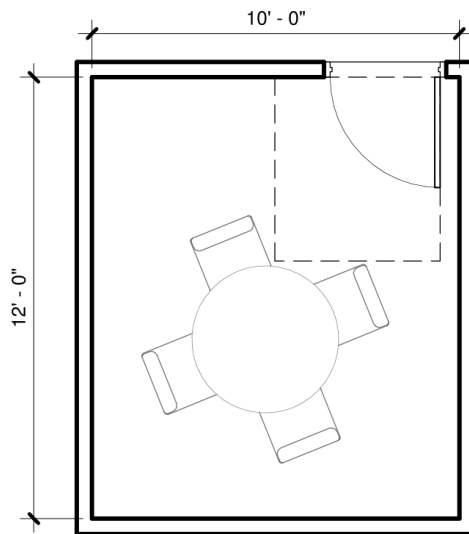
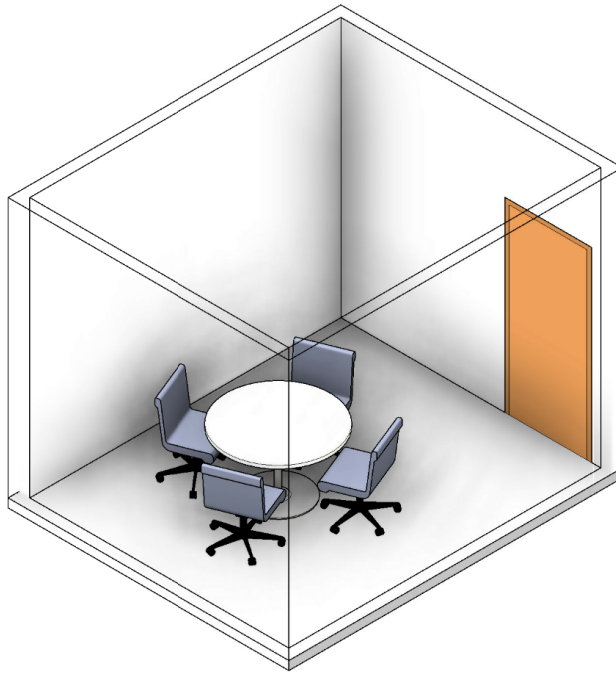
Storage Cabinet
8 SF
CAB 2



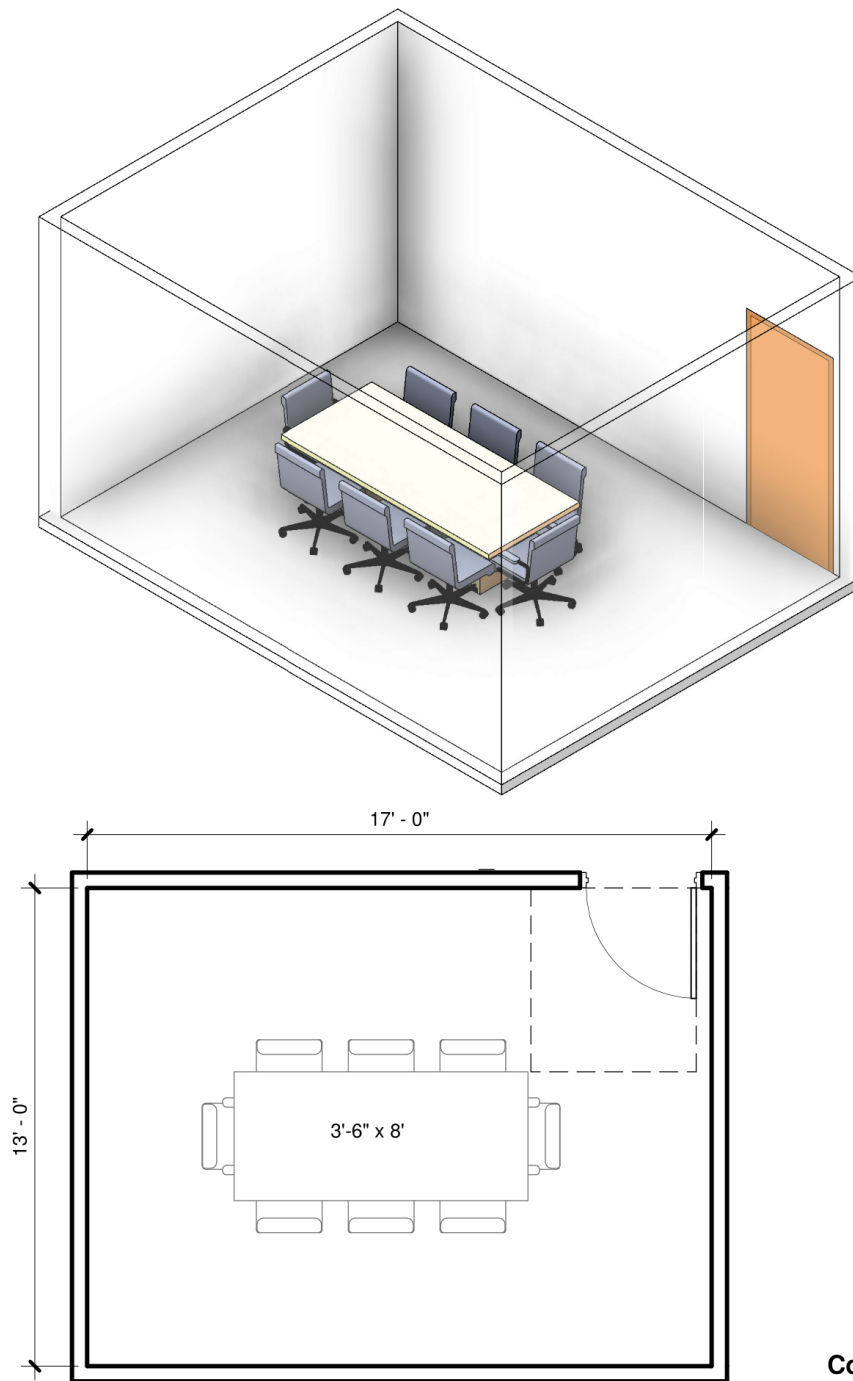
Storage Cabinet
12 SF
CAB 3



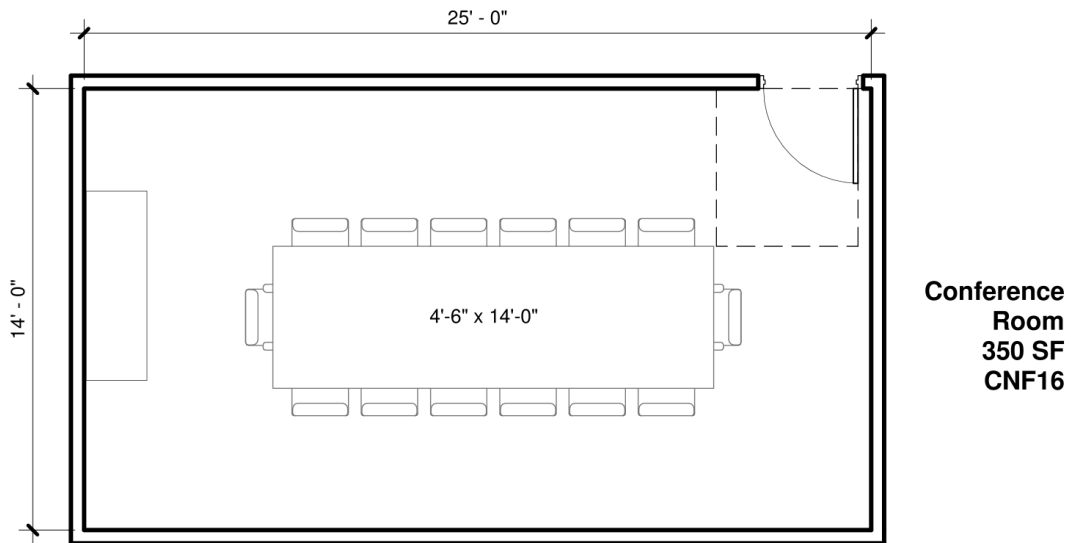
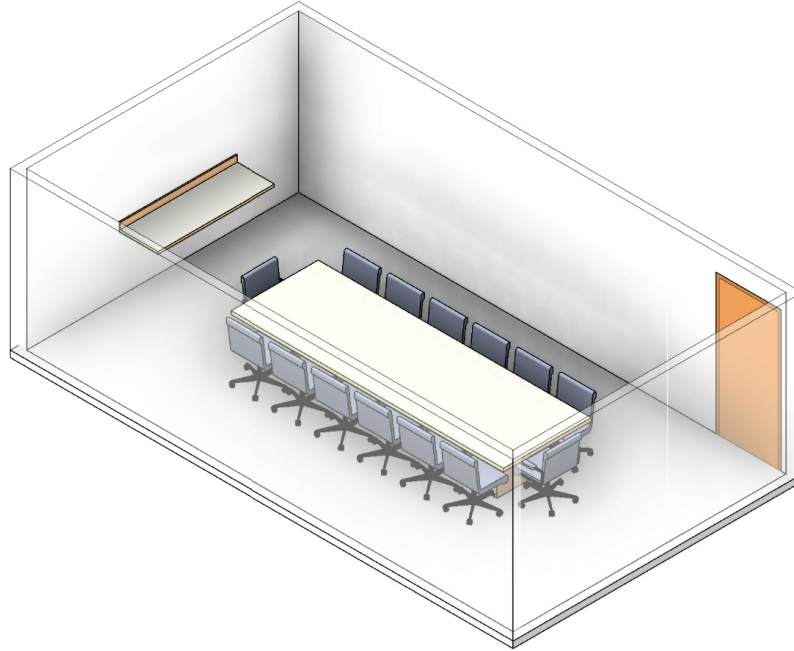
Storage Cabinet
16 SF
CAB 4

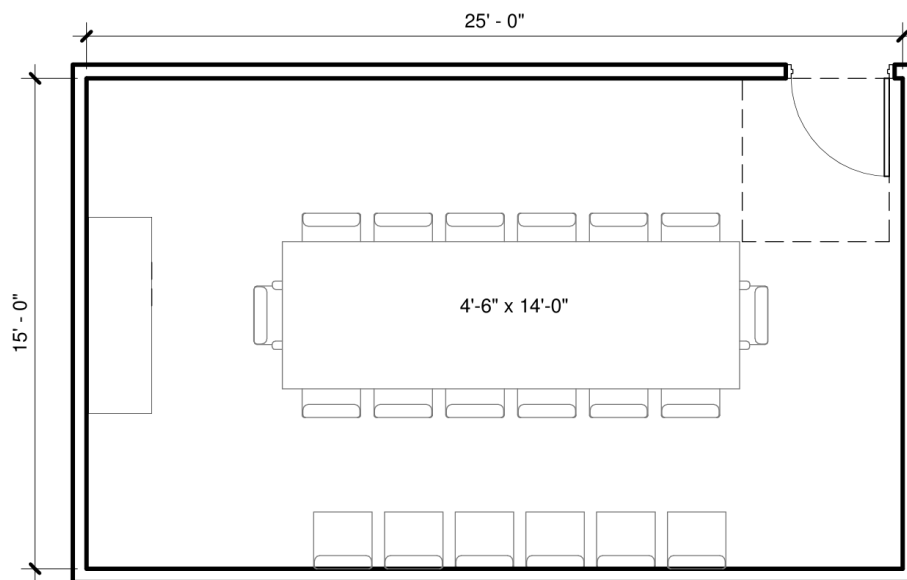
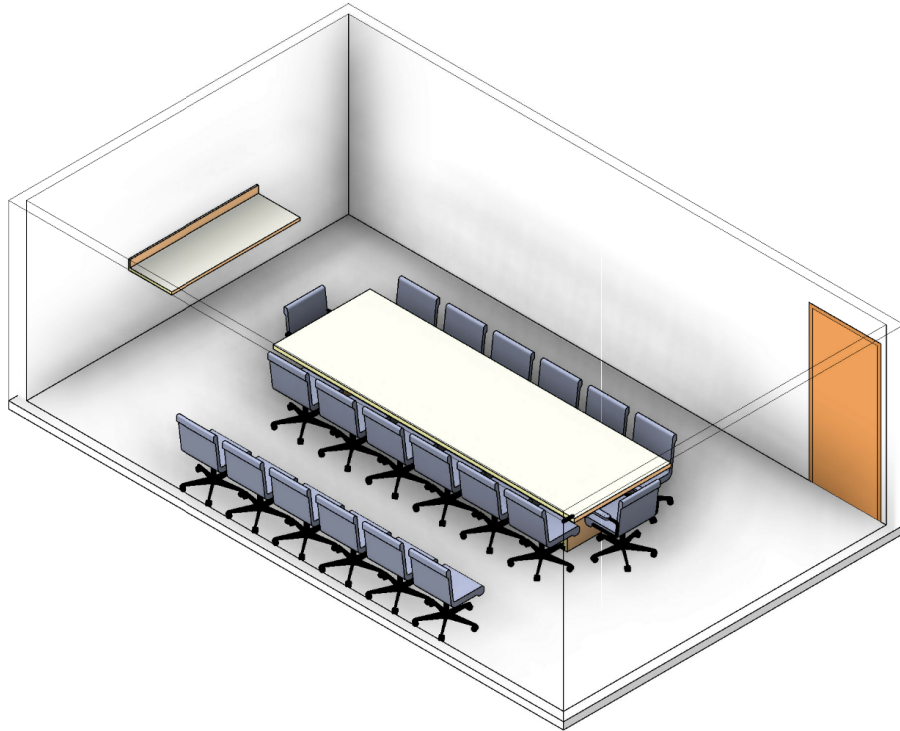


Conference
120 SF
CNF04

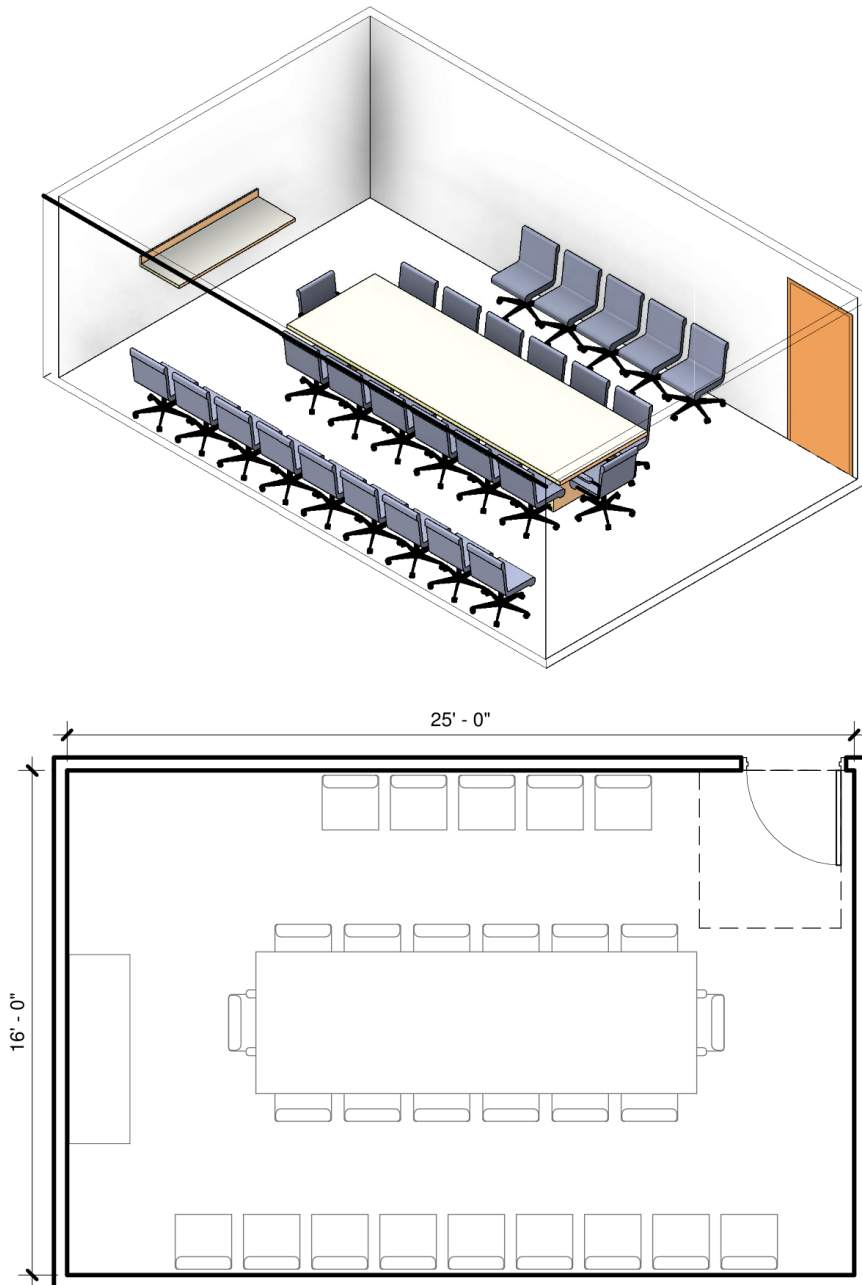


Conference
221 SF
CNF08

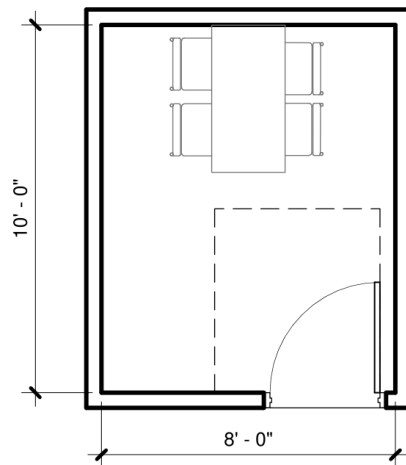
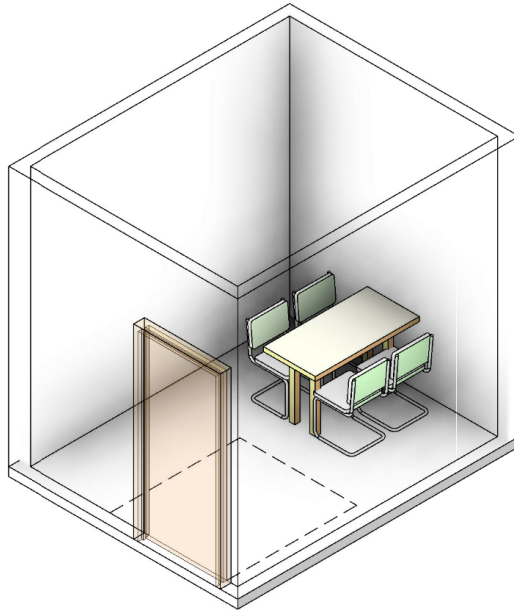




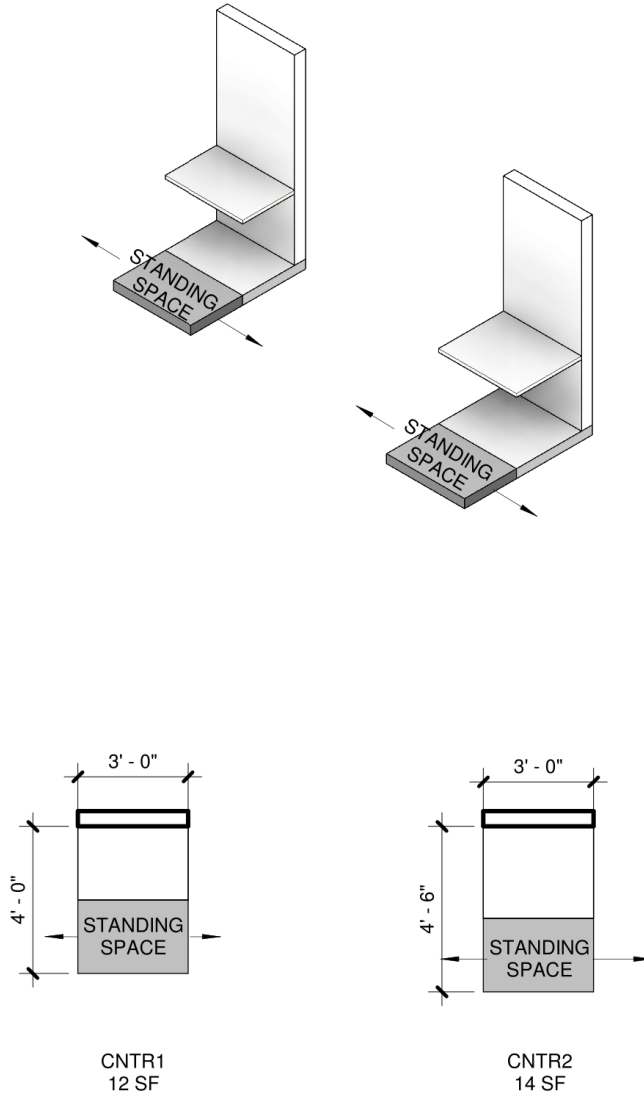
Conference (20)
375 SF
CNF20



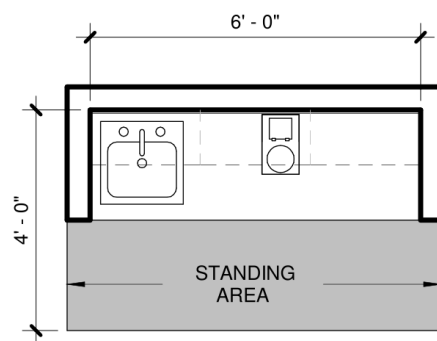
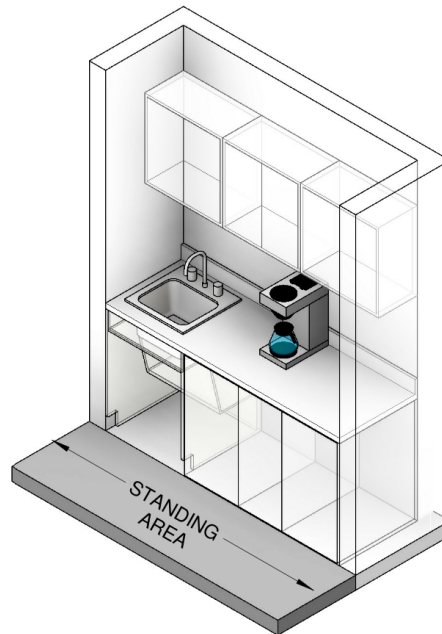
Conference (28)
400 SF
CNF28



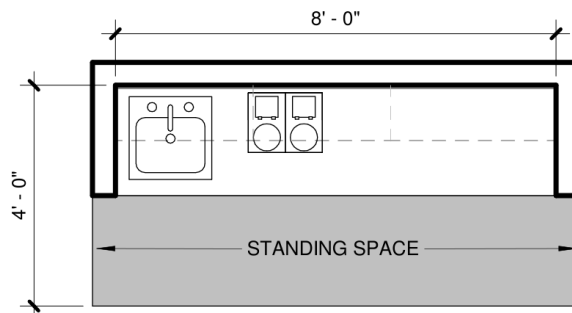
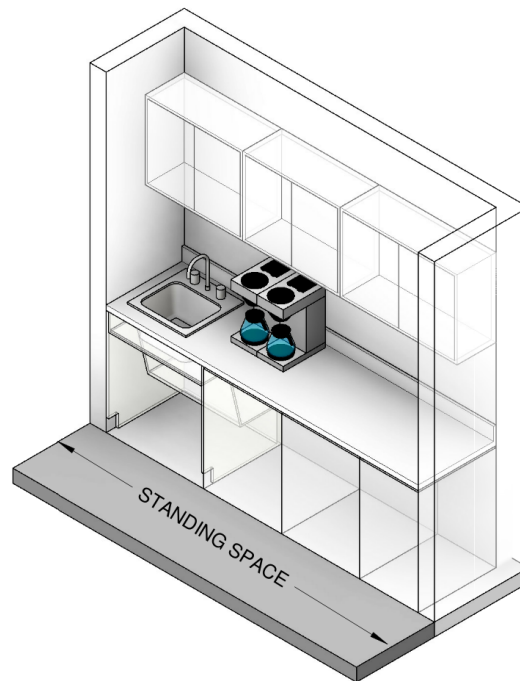
**Small Private Consultation/
Report Taking
80 SF
CNSL1**



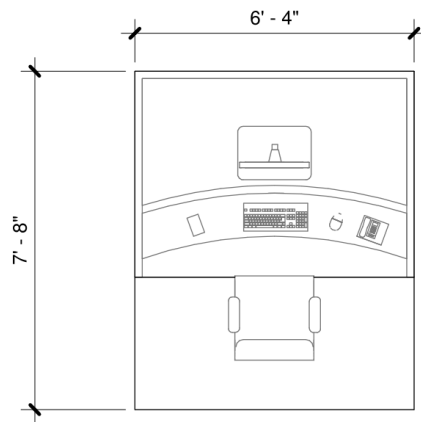
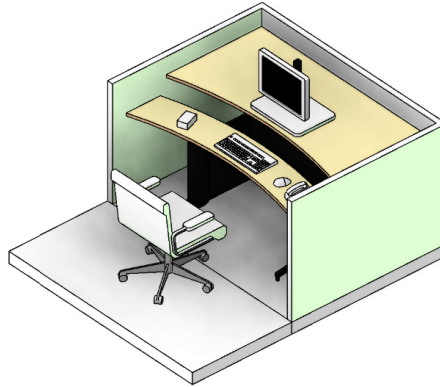
**COUNTERTOP
VARIES SF
CNTR**



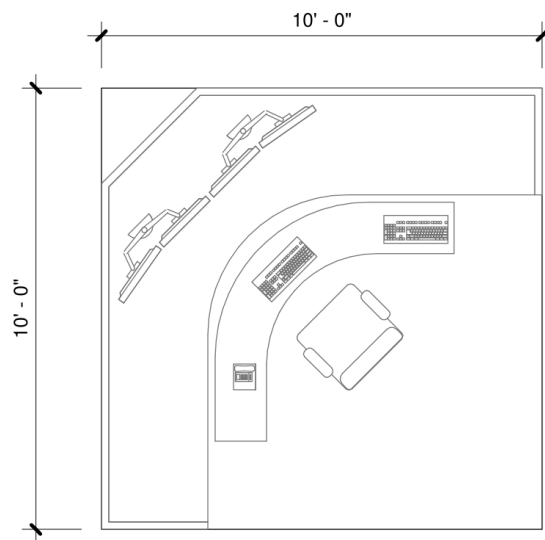
Coffee Alcove
24 SF
COF1



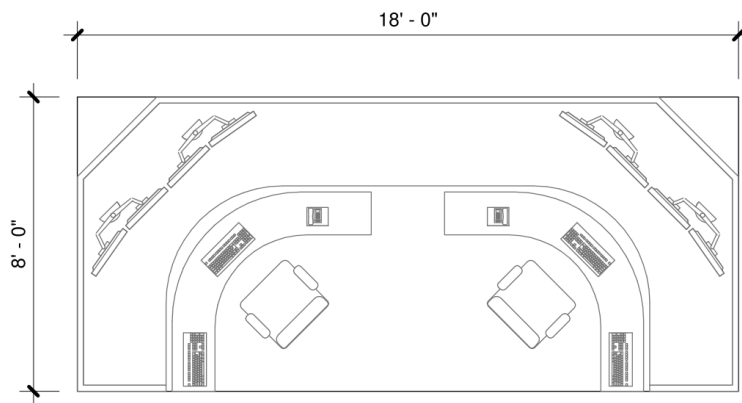
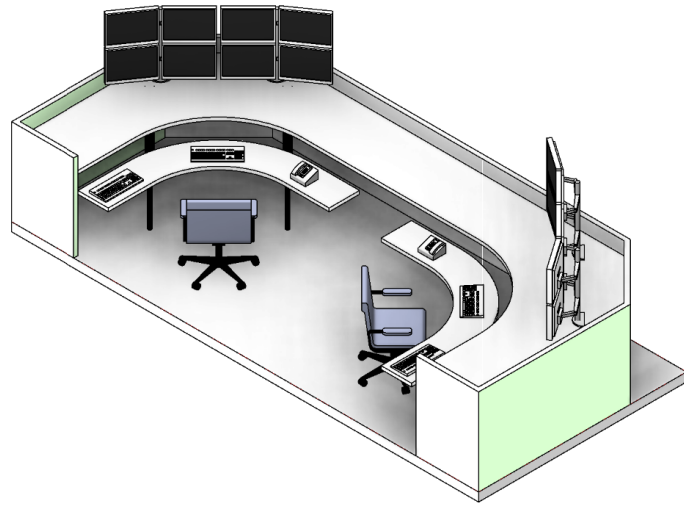
**Coffee Station
(Medium)
32 SF
COF2**



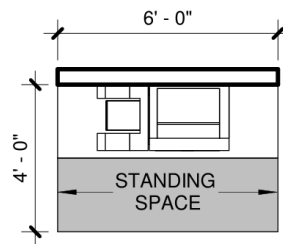
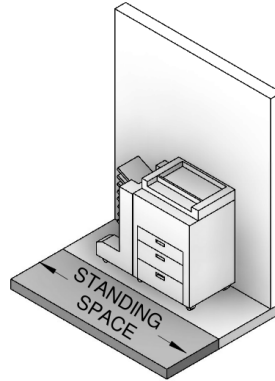
CALL TAKER
CONSOLE
50 SF
CON 1



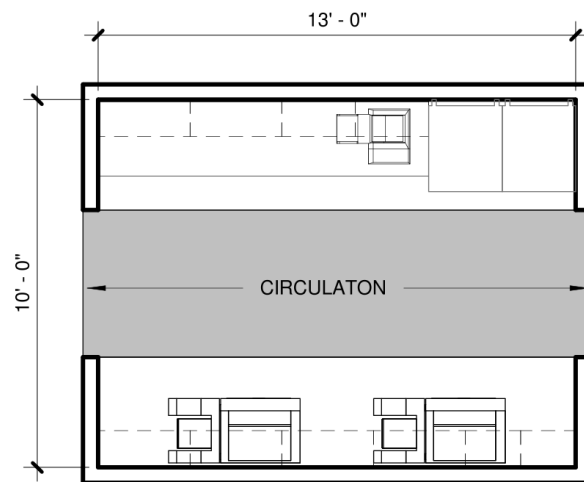
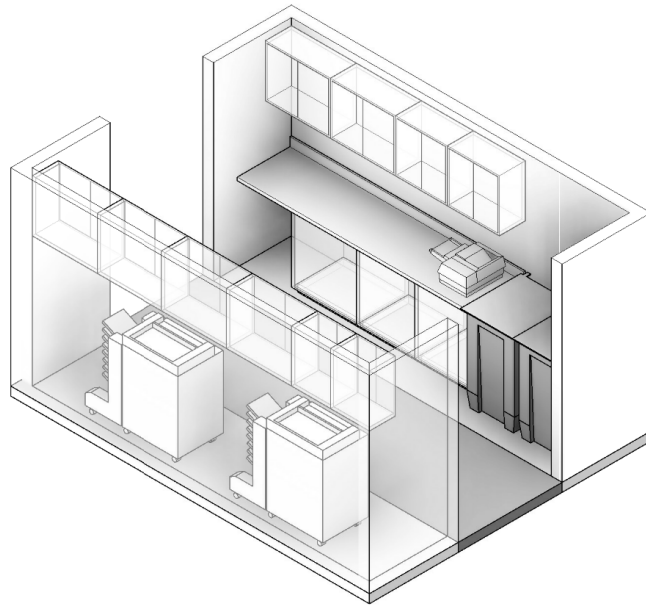
**Communications
Console
100 SF
CON2**



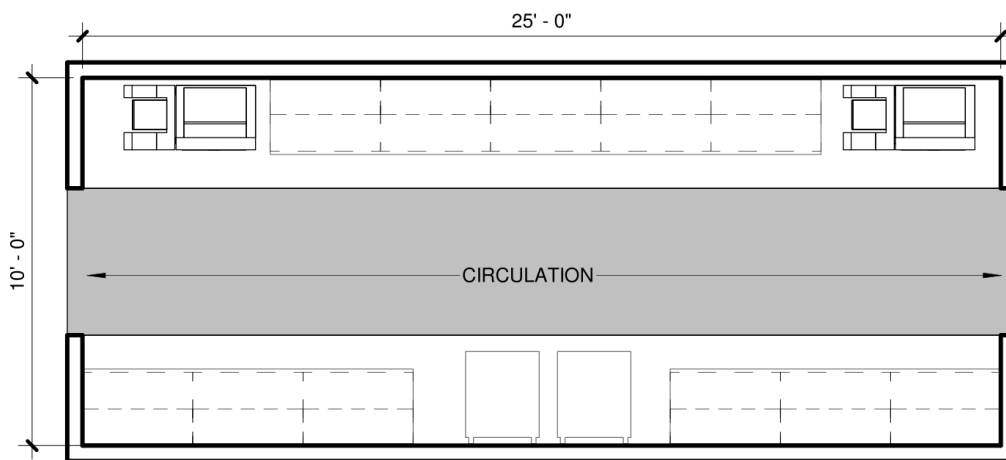
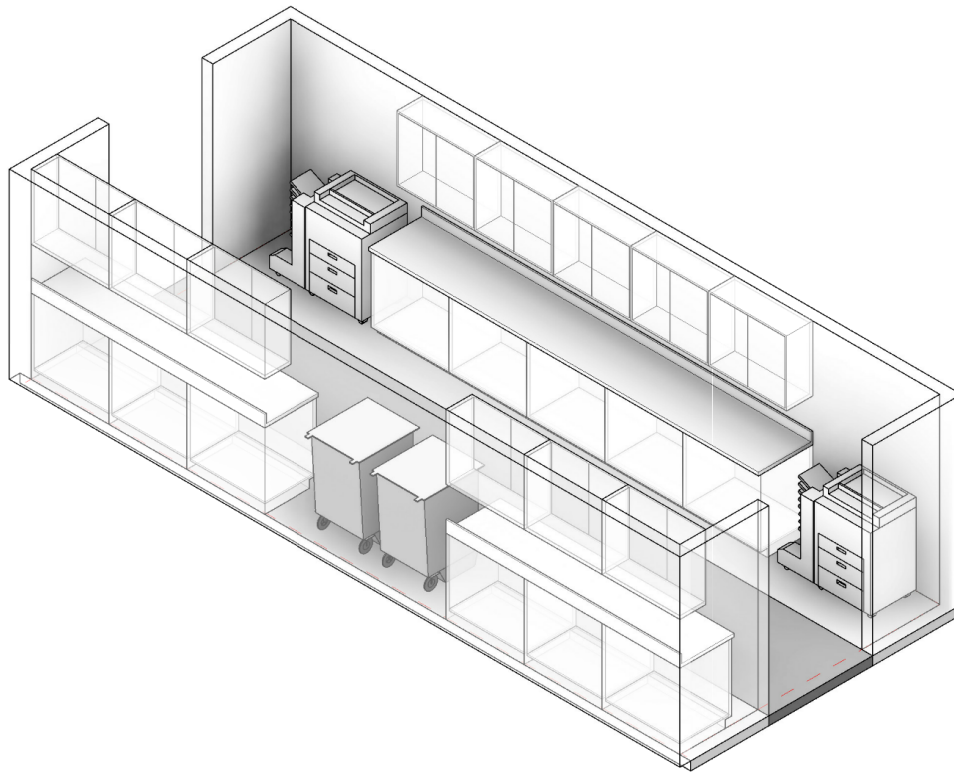
**Dispatch
Supervisor
Console
144 SF
CON3**



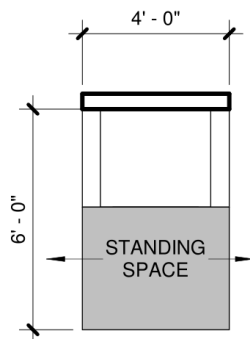
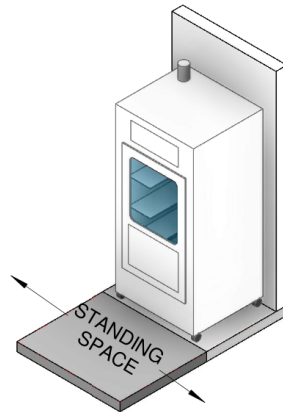
Copy / Alcove
24 SF
CPY1



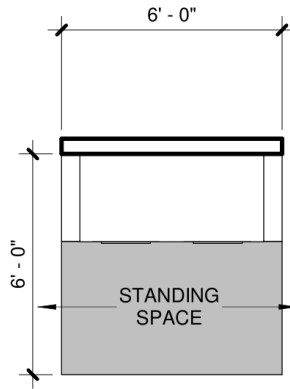
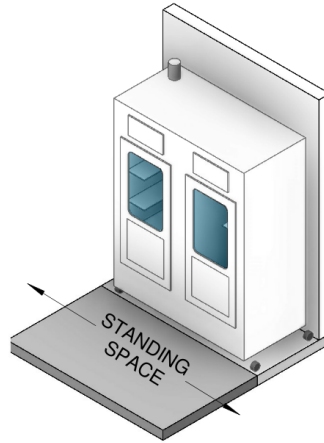
**Copy / Area
Large
130 SF
CPY3**



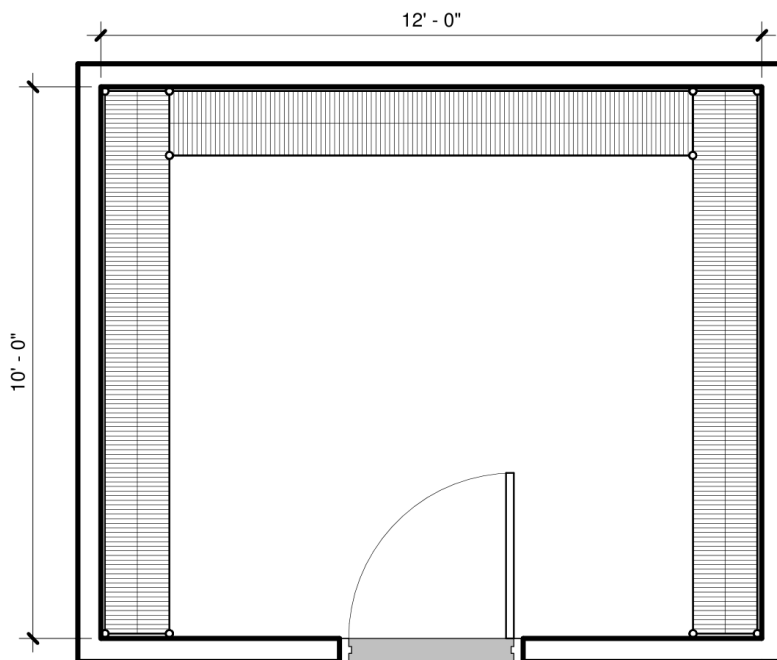
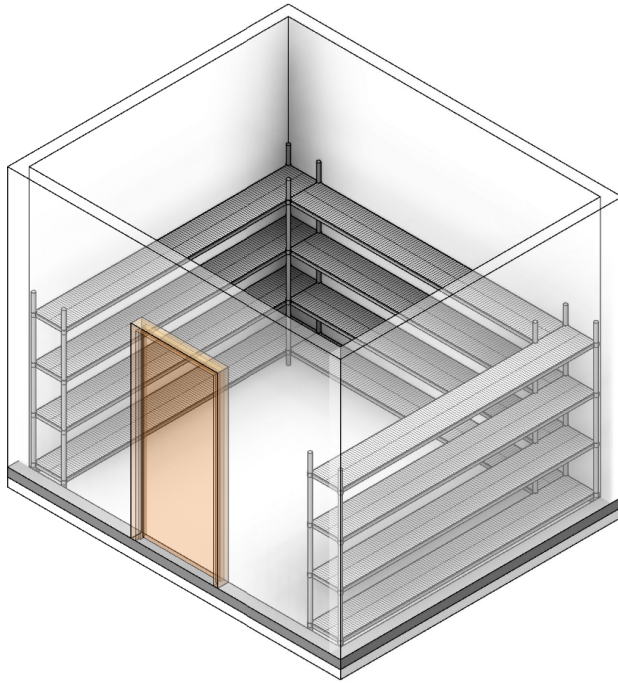
Copy /Workroom
250 SF
CPY4



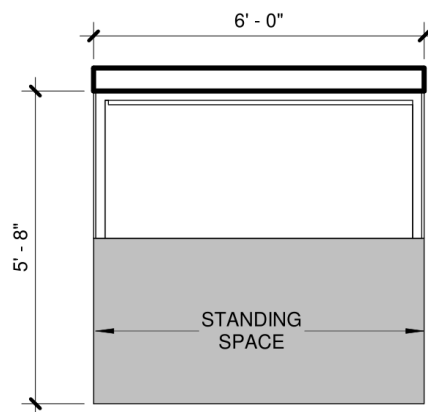
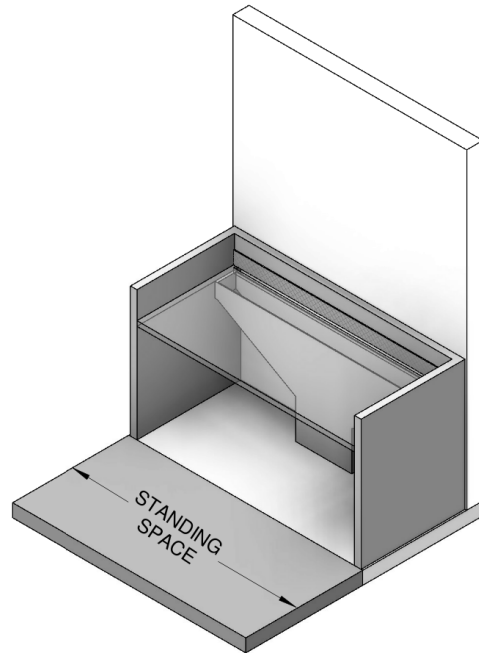
**Evidence
Drying Cabinet
24 SF
DRY 1**



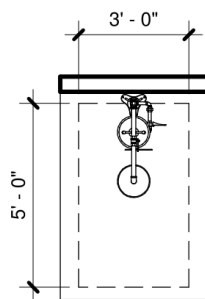
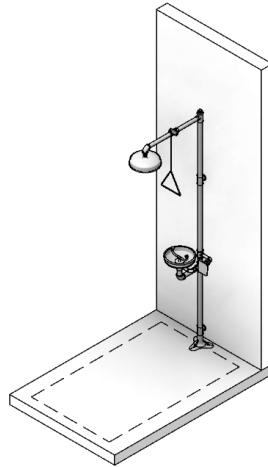
EVIDENCE DRYING CABINET - LARGE
36 SF
DRY 2



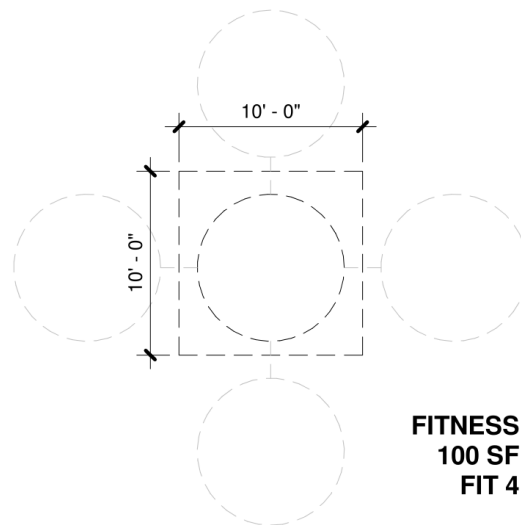
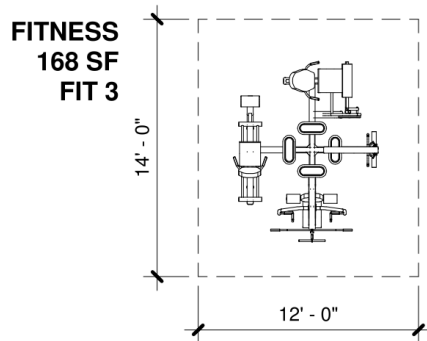
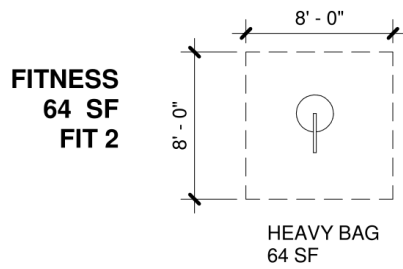
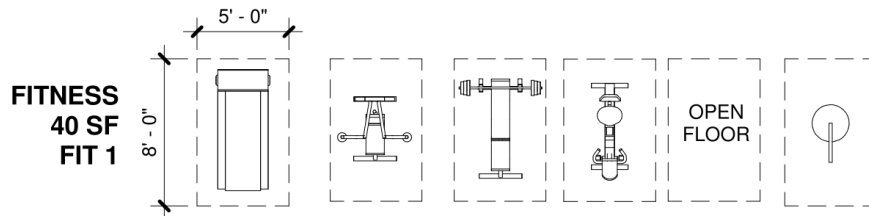
LARGE
DRYING ROOM
120 SF
DRY 4

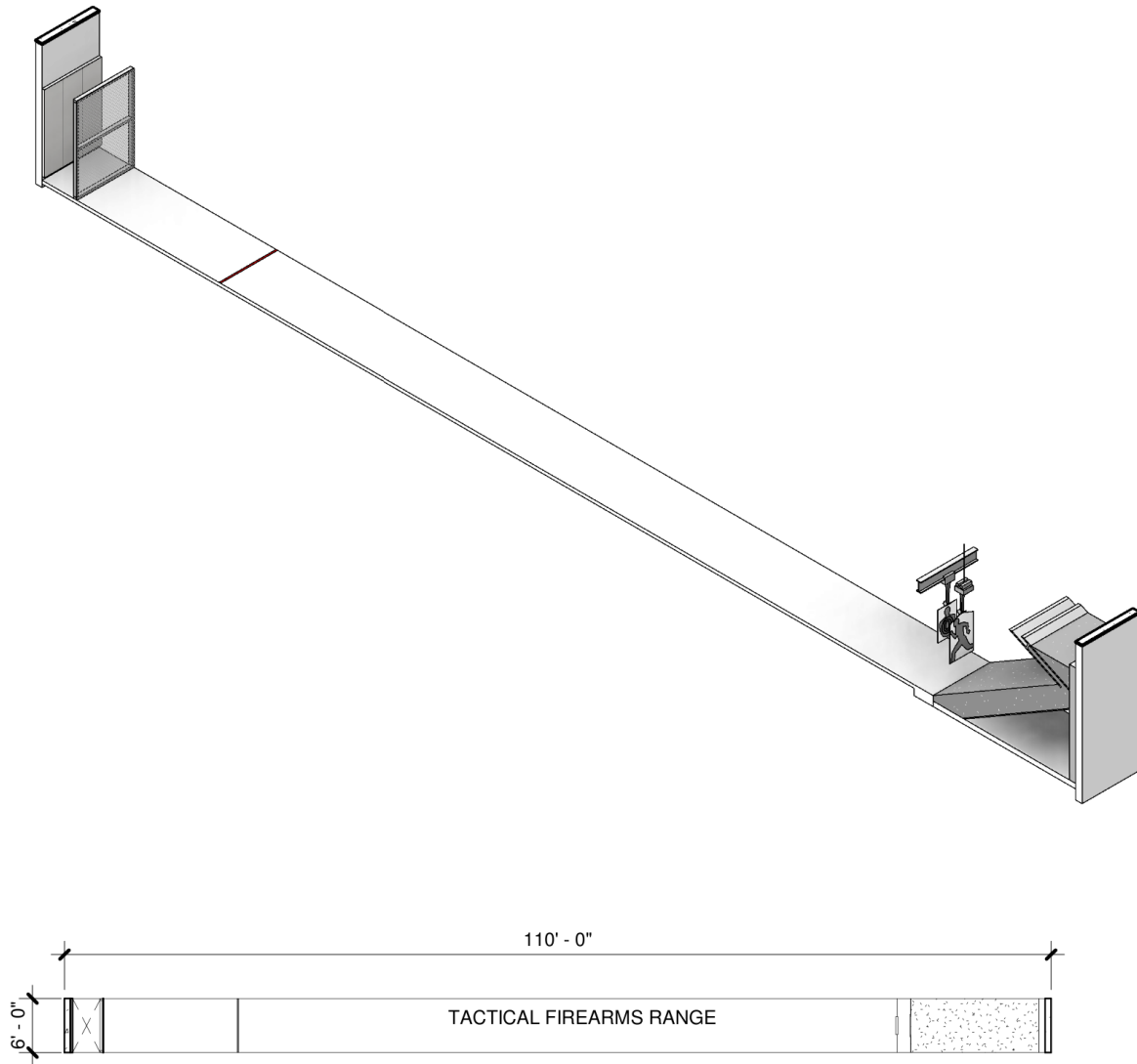


DUSTING
STATION
34 SF
DS

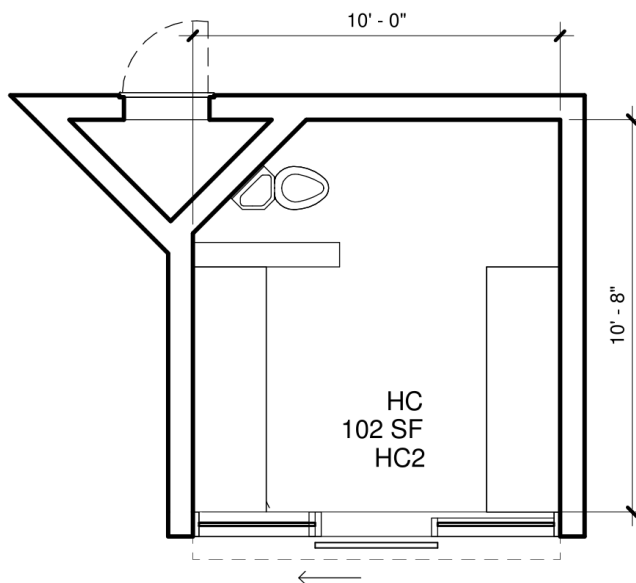
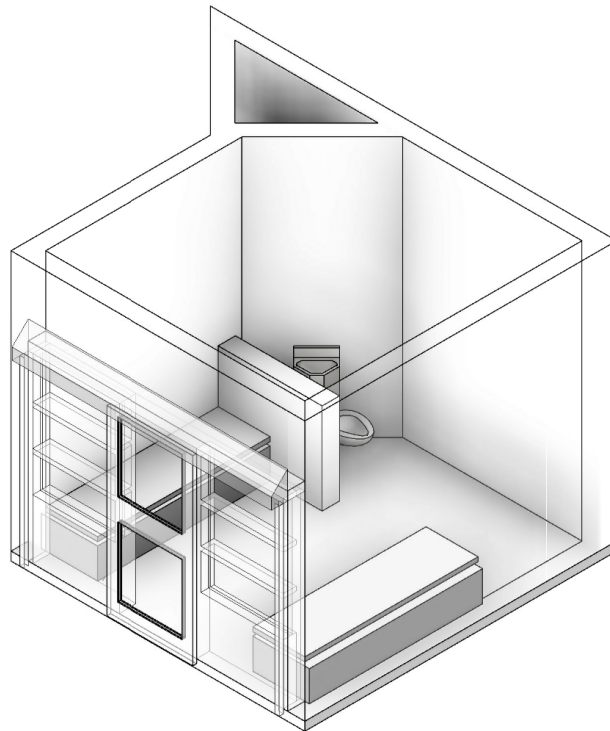


**Emergency Eyewash
and Shower
15 SF
EYE**

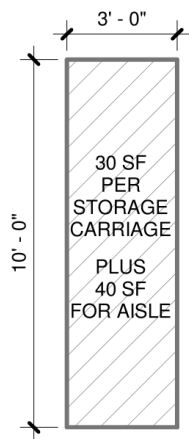
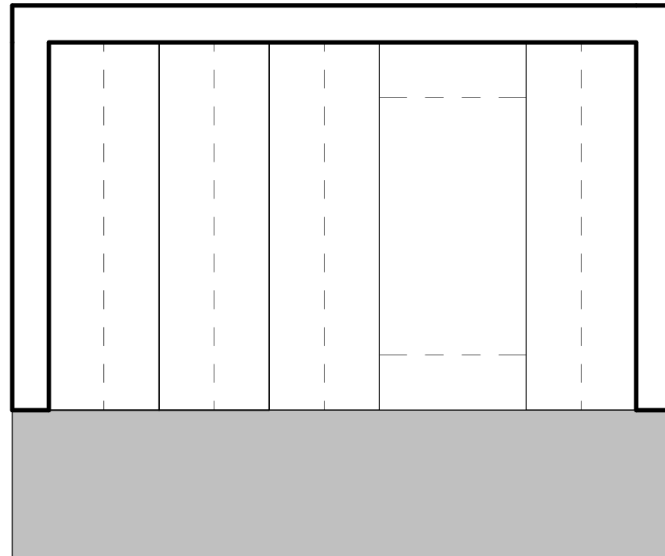




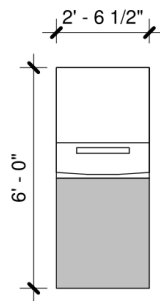
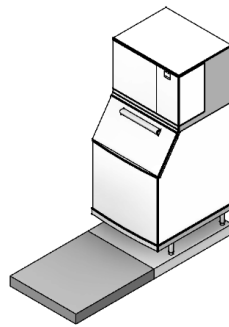
**FIRE RANGE
660 SF
FR1**



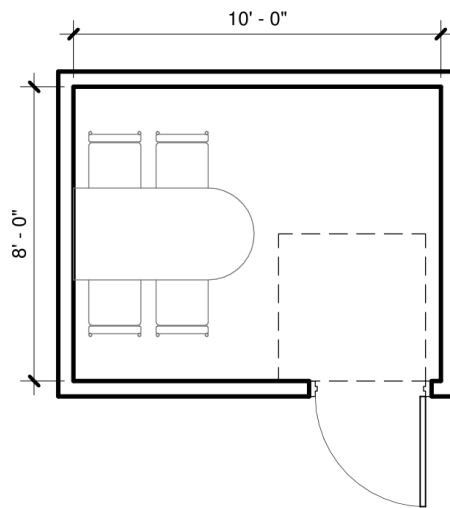
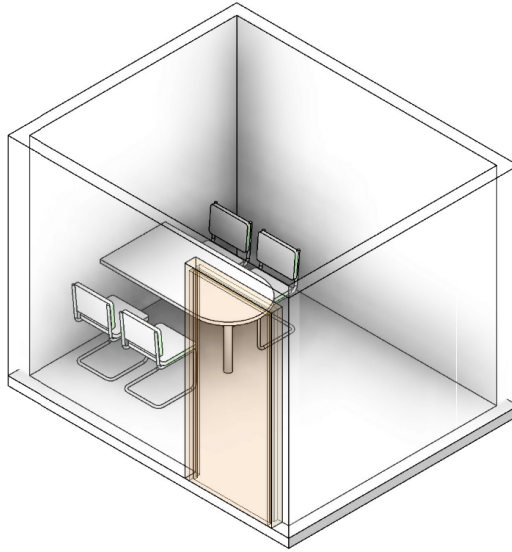
**Holding Cell
Double
102 SF
HC 2**



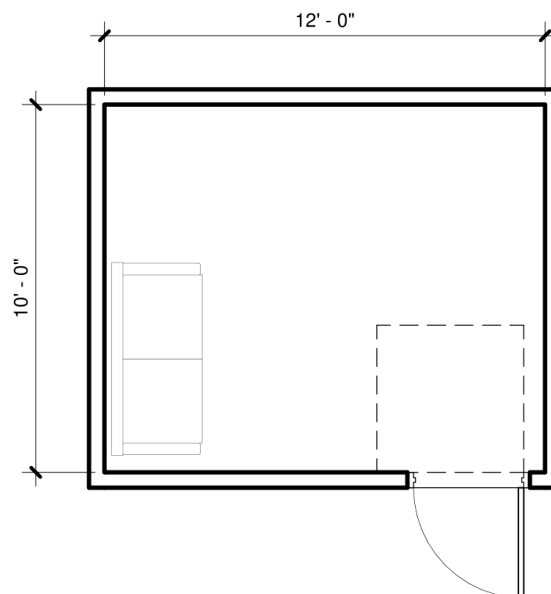
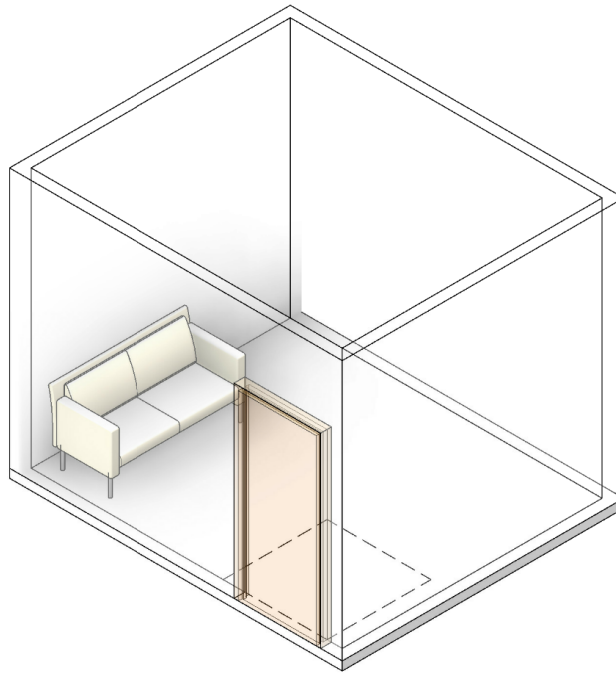
High Density Files
30 SF PER 3' X 10' carriage PLUS 40 SF
HDFL



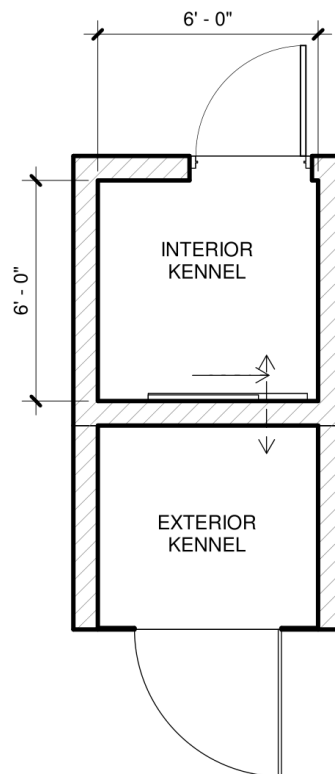
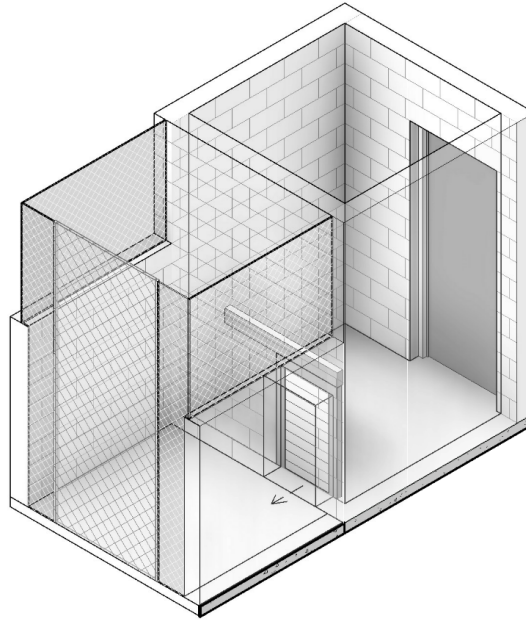
Ice Machine
15 SF
ICE



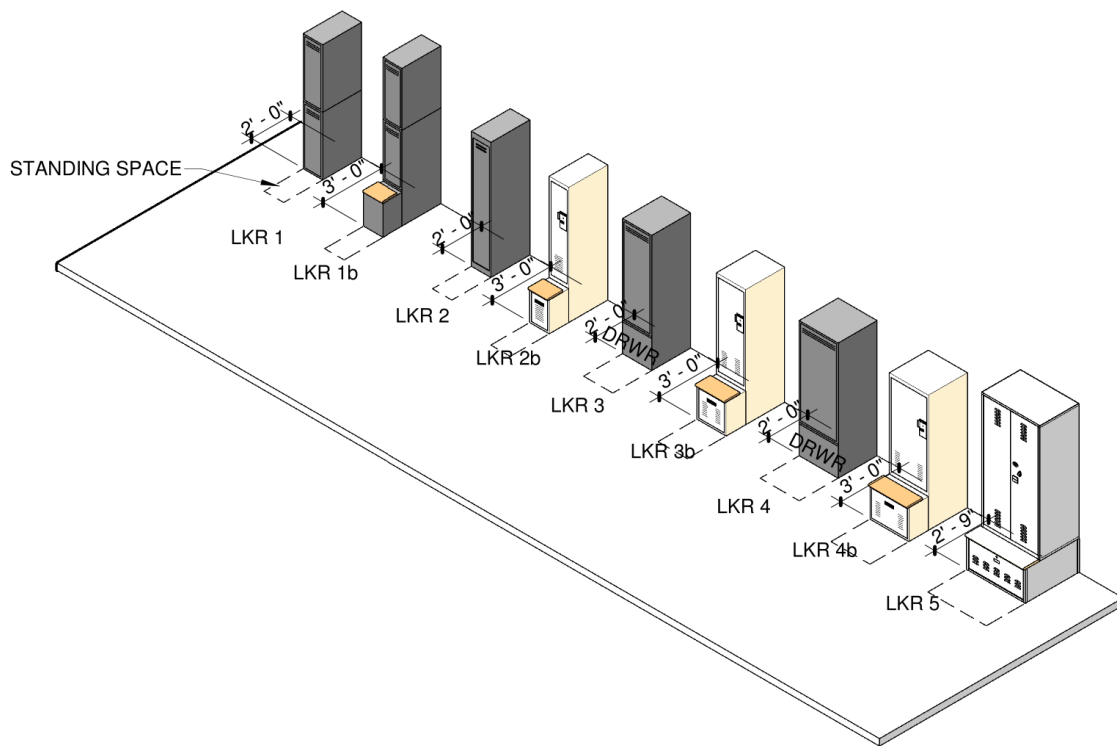
Interview Room
80 SF
INT1



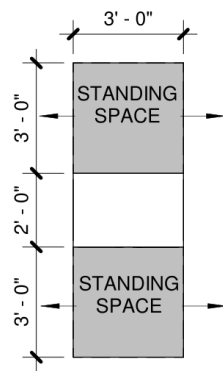
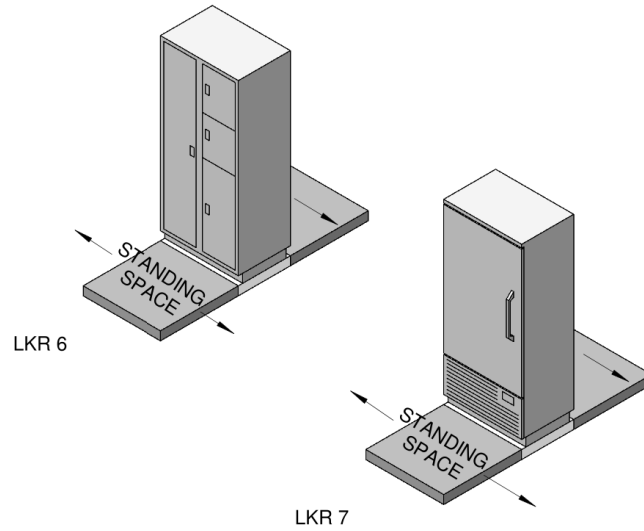
**INTERVIEW ROOM
FAMILY ROOM
120 SF
INT5**



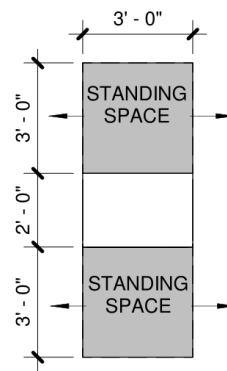
K9 Kennel
36 SF
KEN



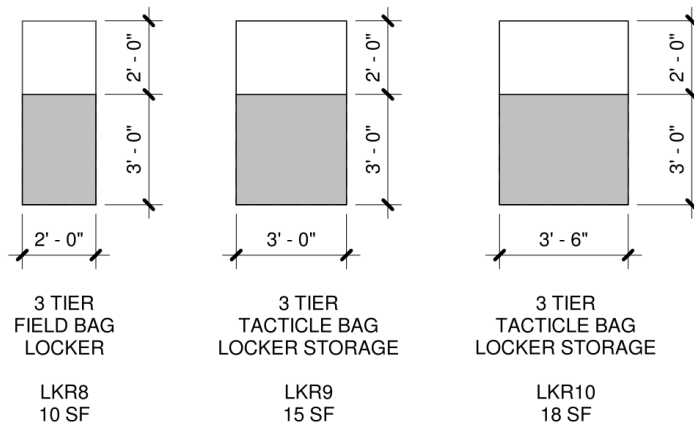
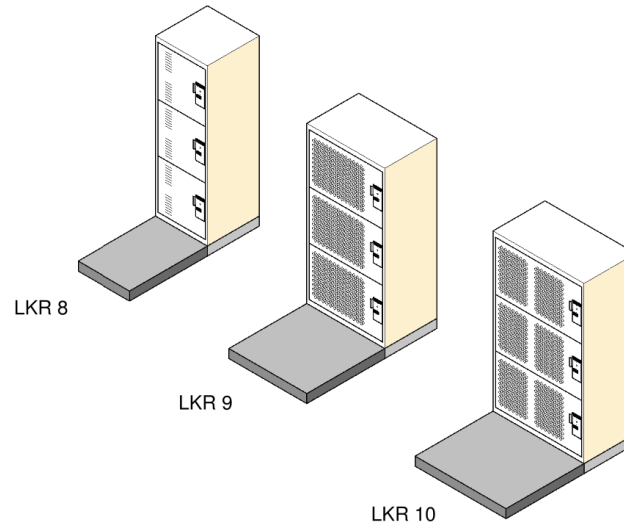
1'-0"	1'-0"	1'-0"	1'-0"	1'-6"	1'-6"	2'-0"	2'-0"	3'-0"
2'-0"	3'-0"	2'-0"	3'-0"	2'-0"	3'-0"	2'-0"	3'-0"	2'-0"
LKR 1	LKR 1b	LKR 2	LKR 2b	LKR 3	LKR 3b	LKR 4	LKR 4b	LKR 5
12"	12"	12"	12"	18"	18"	24"	24"	36"
2 - TIER	2 TIER	1 TIER	1 TIER	1 TIER	1 TIER	1 TIER	1 TIER	1 TIER
LOCKER	LOCKER	LOCKER	LOCKER	LOCKER	LOCKER	LOCKER	LOCKER	LOCKER
4 SF	W/BENCH	4 SF	W/BENCH	W/DRWR	W/BENCH	W/DRWR	W/	W/BENCH
	5 SF		5 SF	6 SF	8 SF	8 SF	10 SF	15 SF

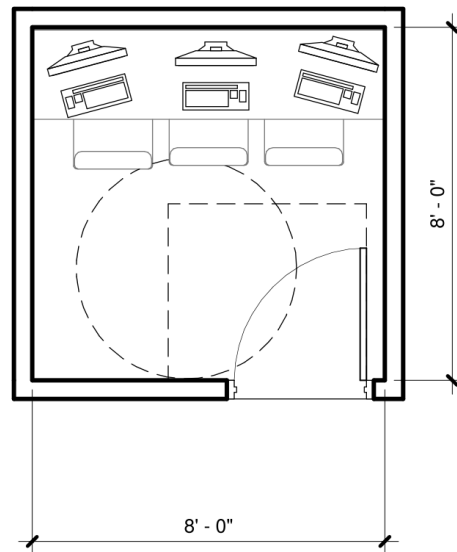
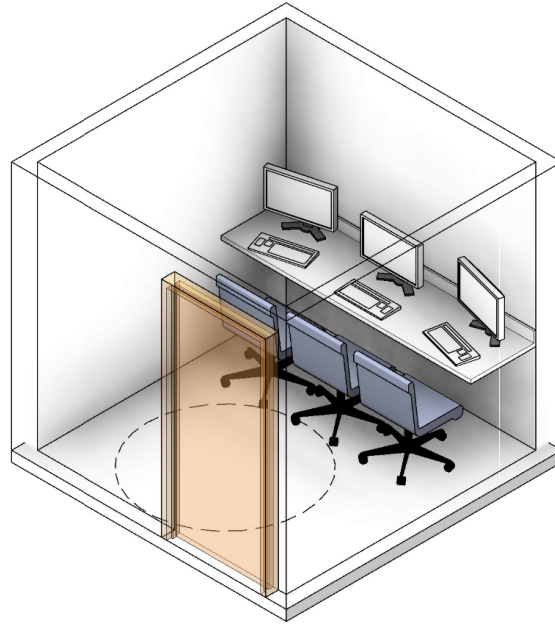


LKR 6
EVIDENCE
LOCKER
24 SF

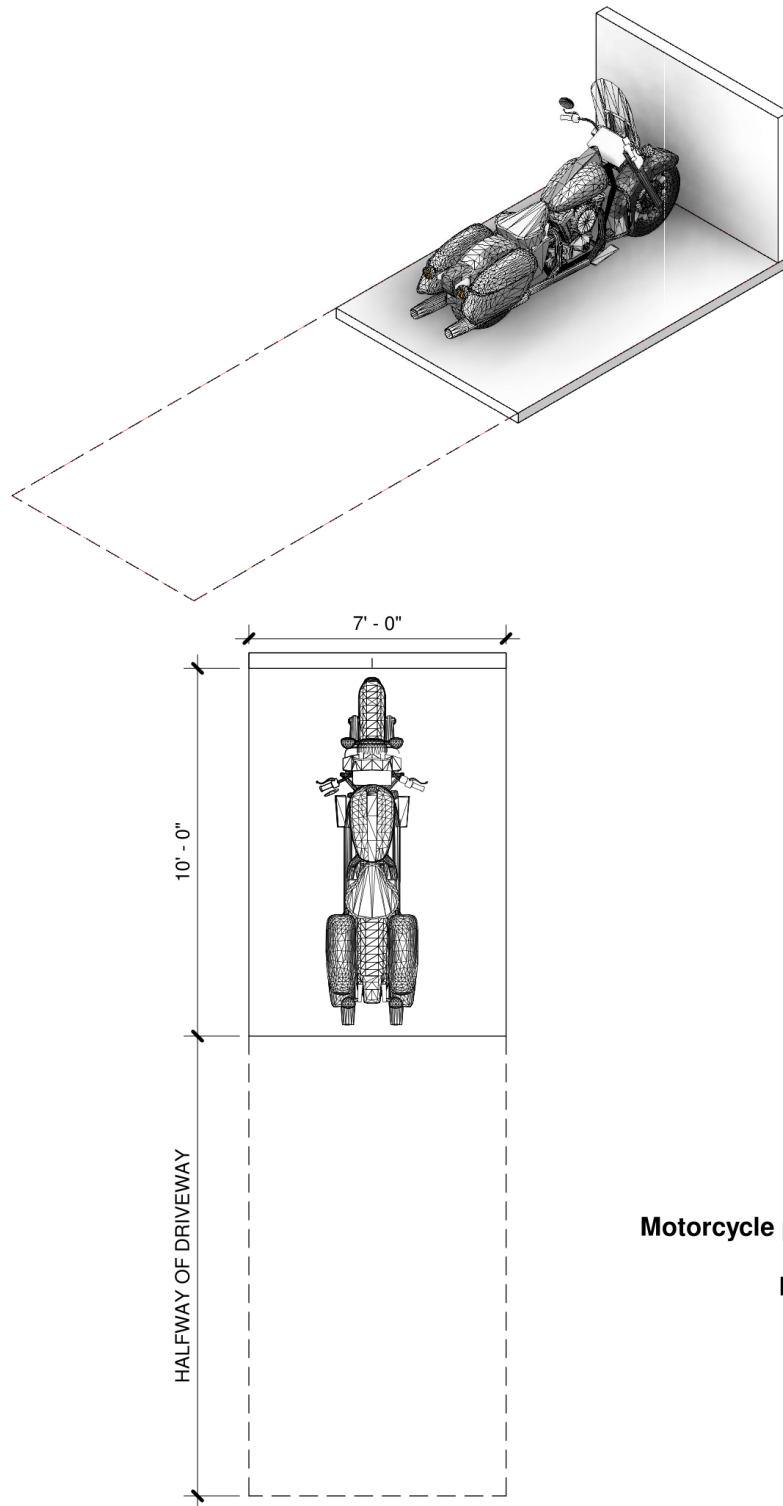


LKR 7
EVIDENCE
COOLING
LOCKER
24 SF

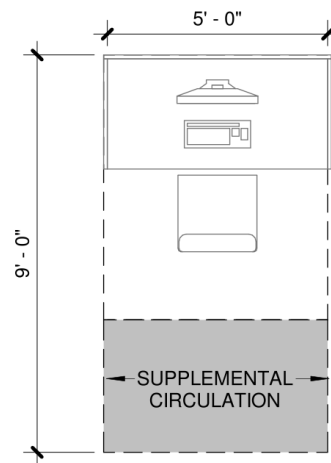
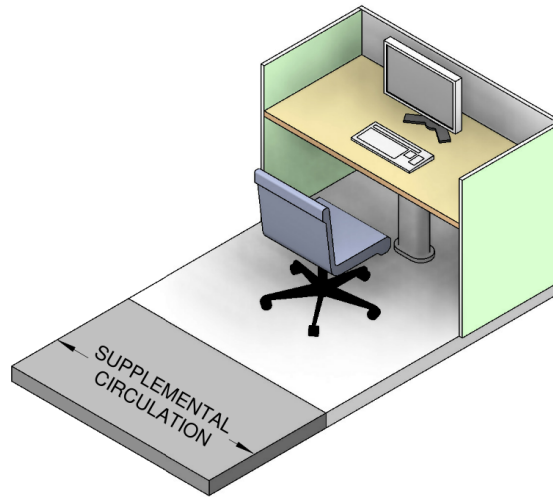




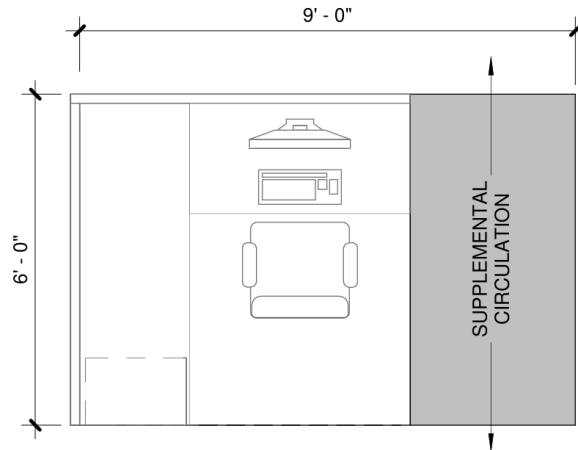
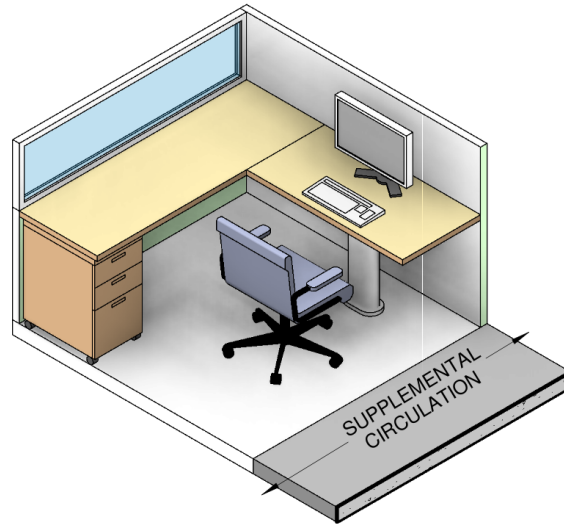
Monitor Room
64 SF
MON1



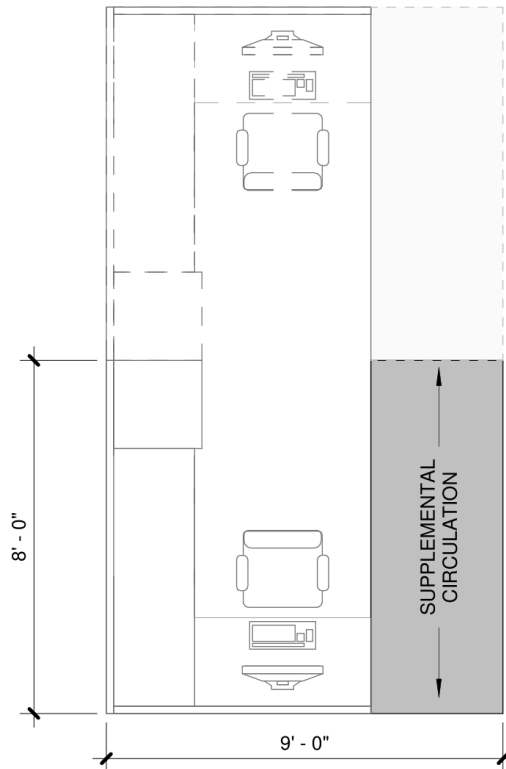
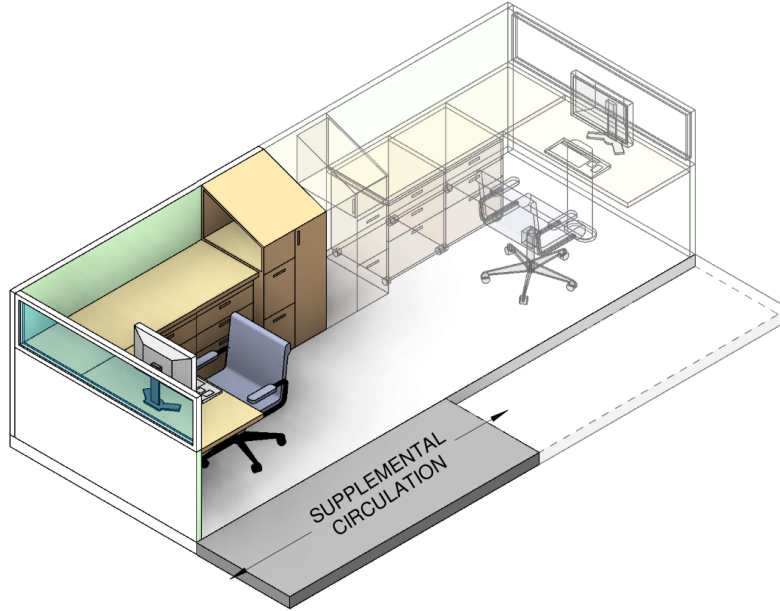
**Motorcycle parking
158 SF
MOTOR**



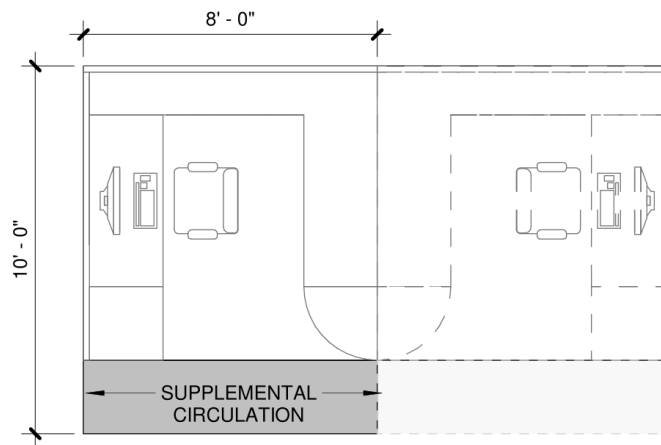
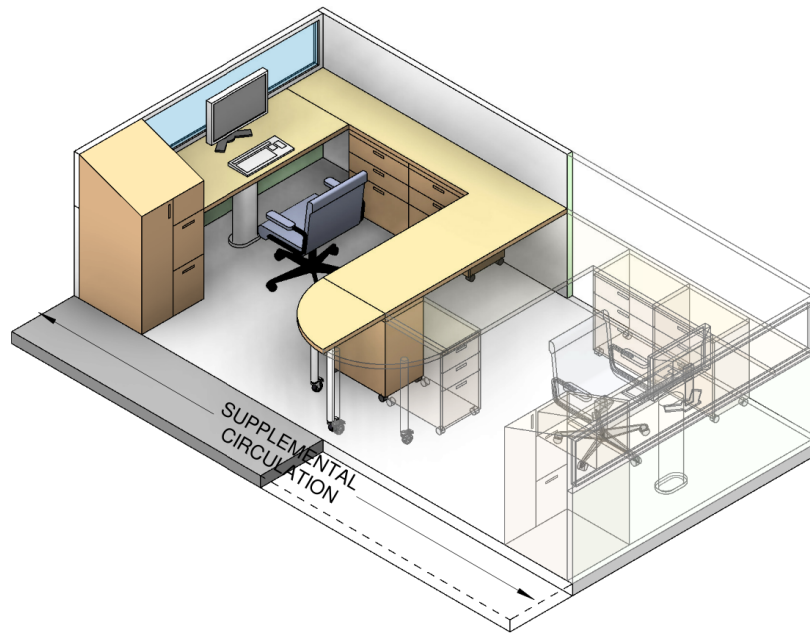
**Open Office
Workstation
45 SF
OP1**



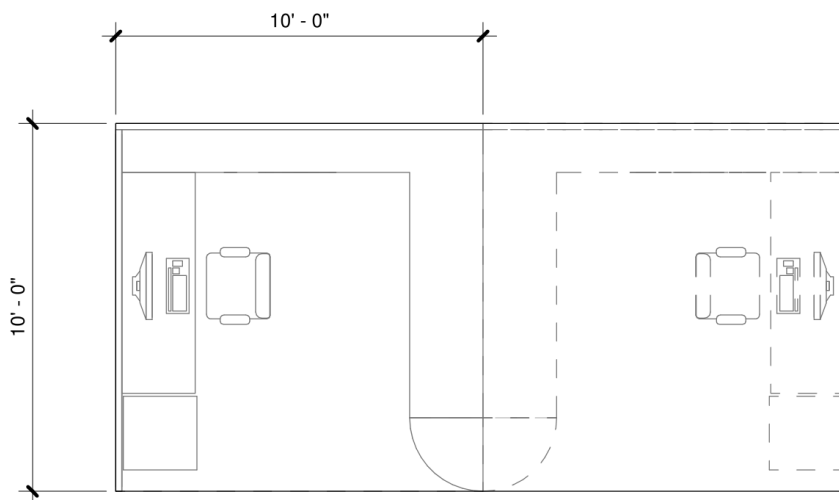
**Open Office
Workstation
54 SF
OP2**



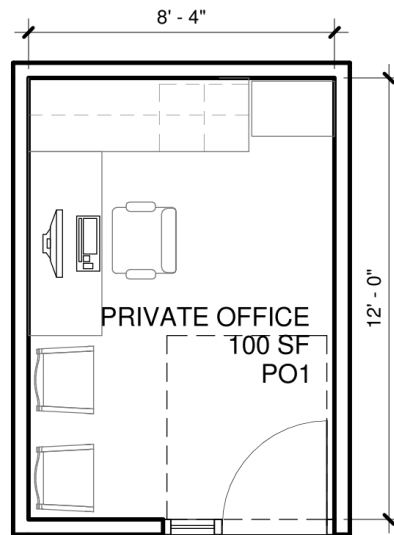
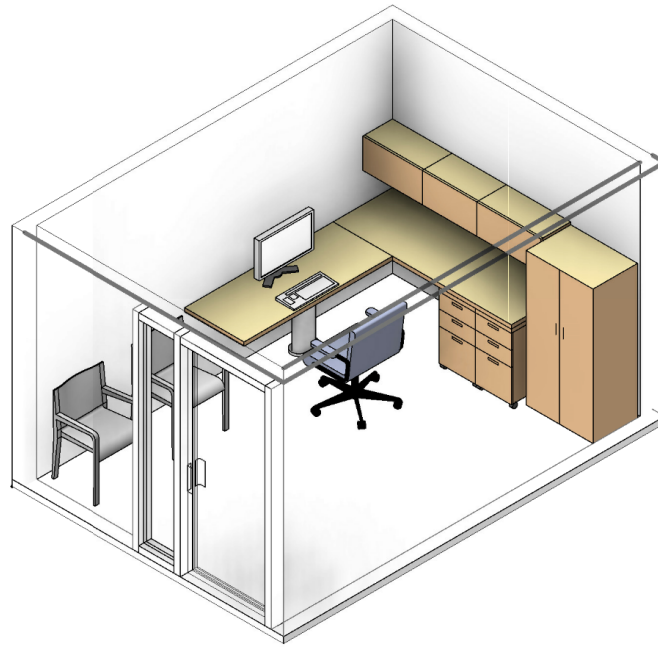
**Open Office
Workstation
72 SF
OP3**



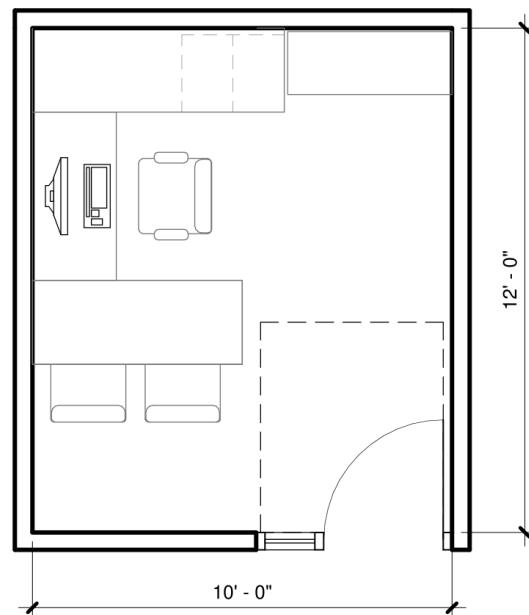
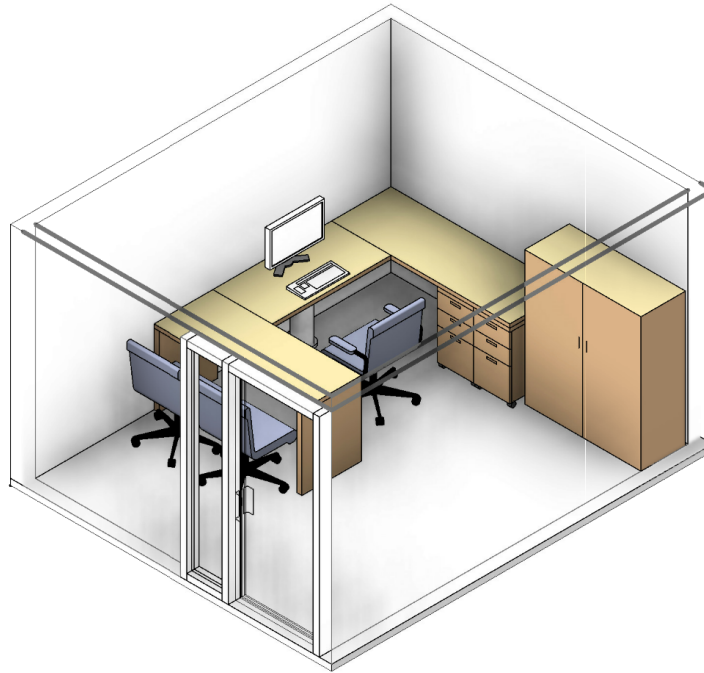
**Neighborhood
Workstation
80 SF
OP4**



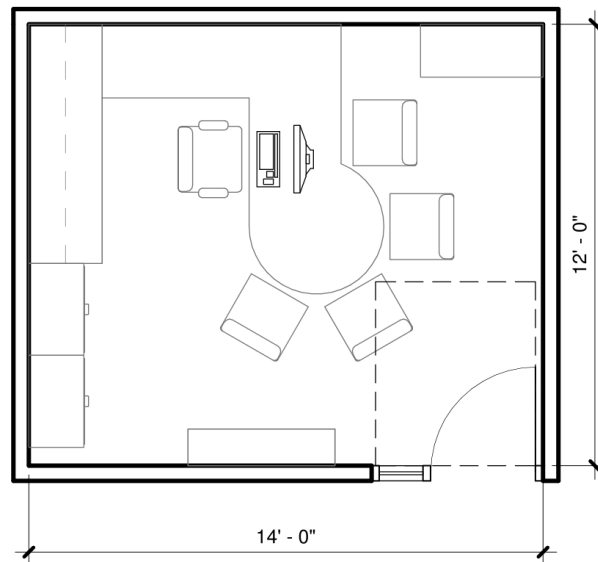
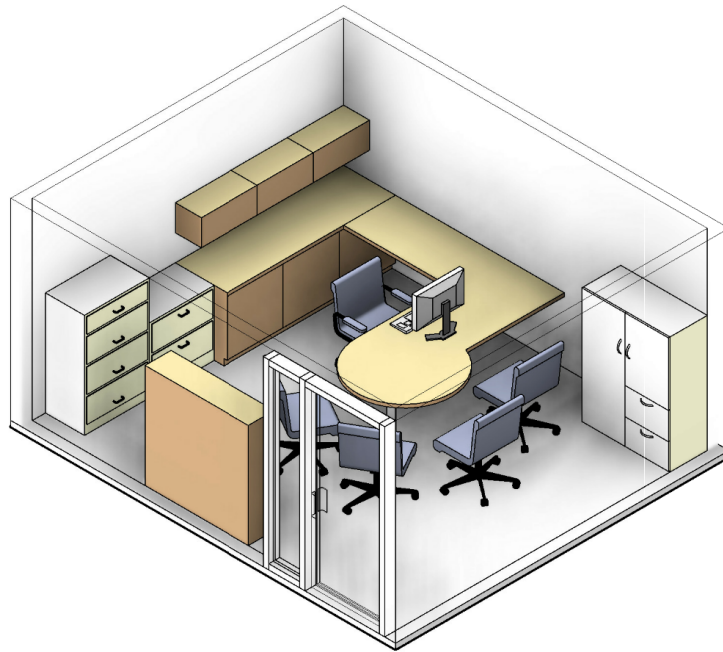
**Neighborhood
Workstation
100 SF
OP5**



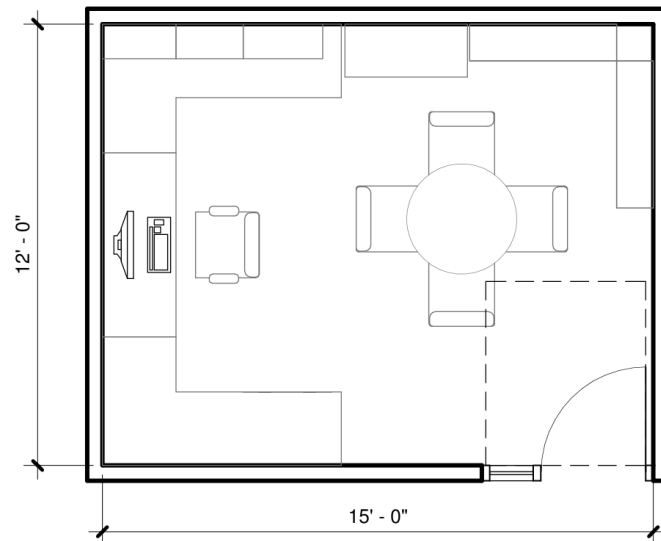
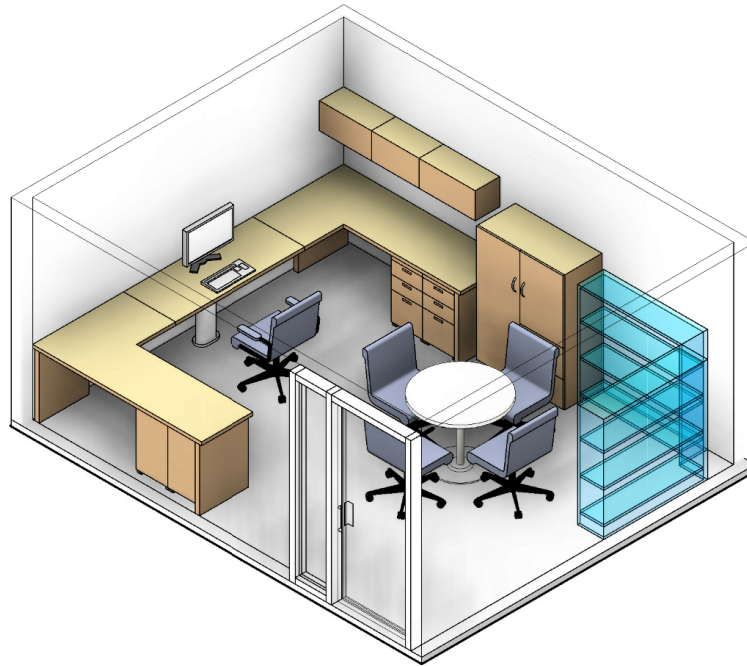
**Private Office
100 SF
PO1**



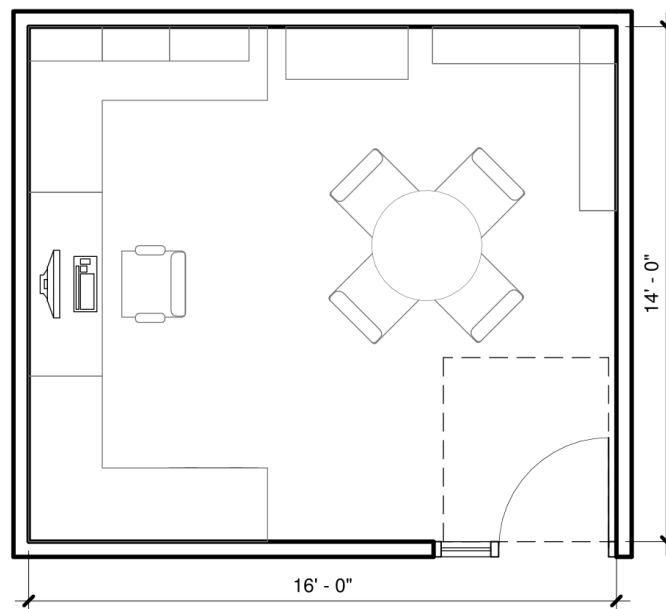
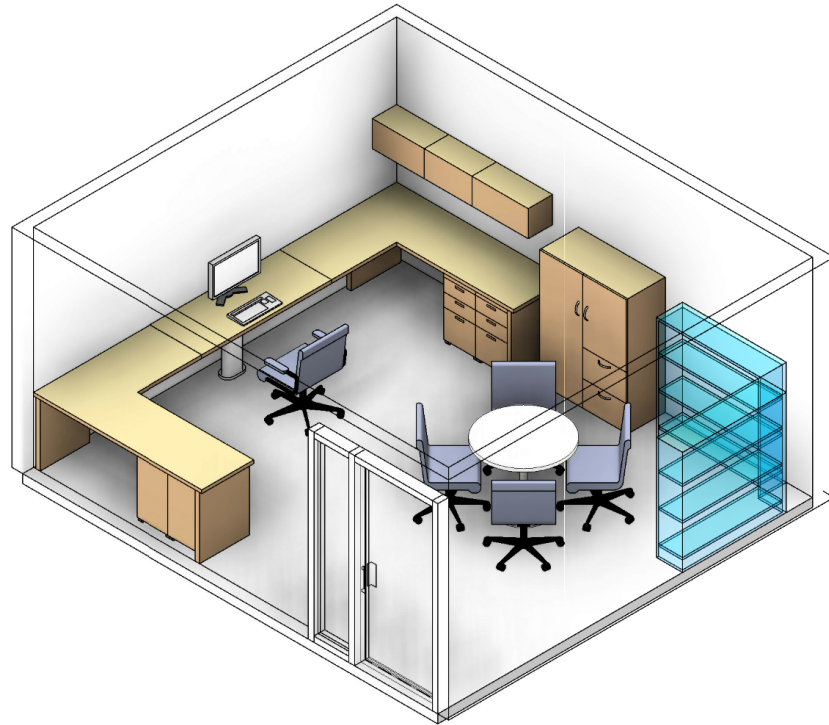
Private Office
120 SF
PO2



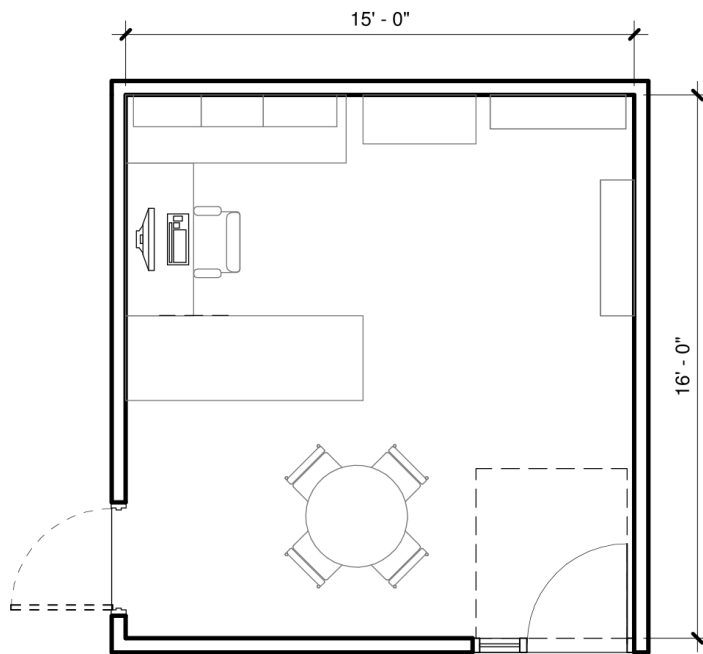
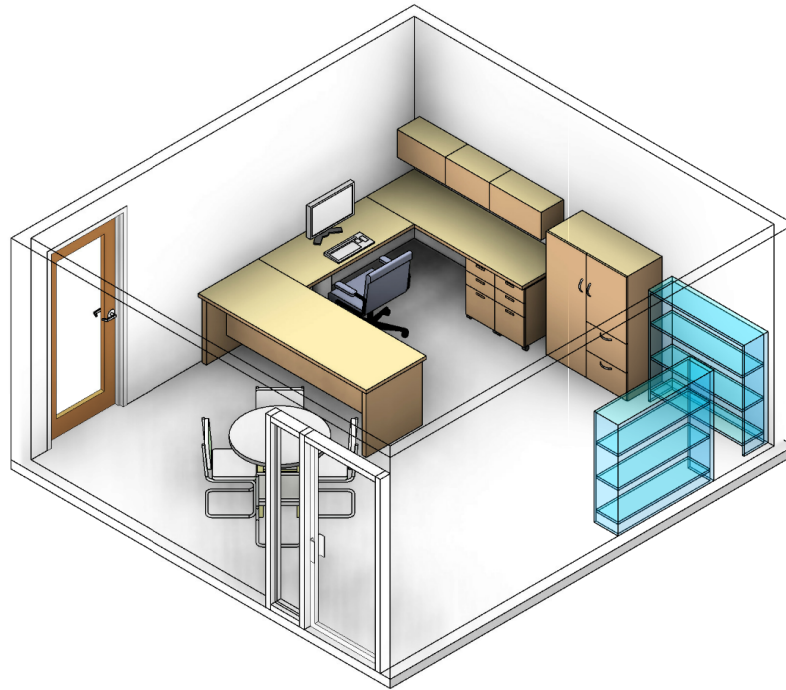
Private Office
168 SF
PO3



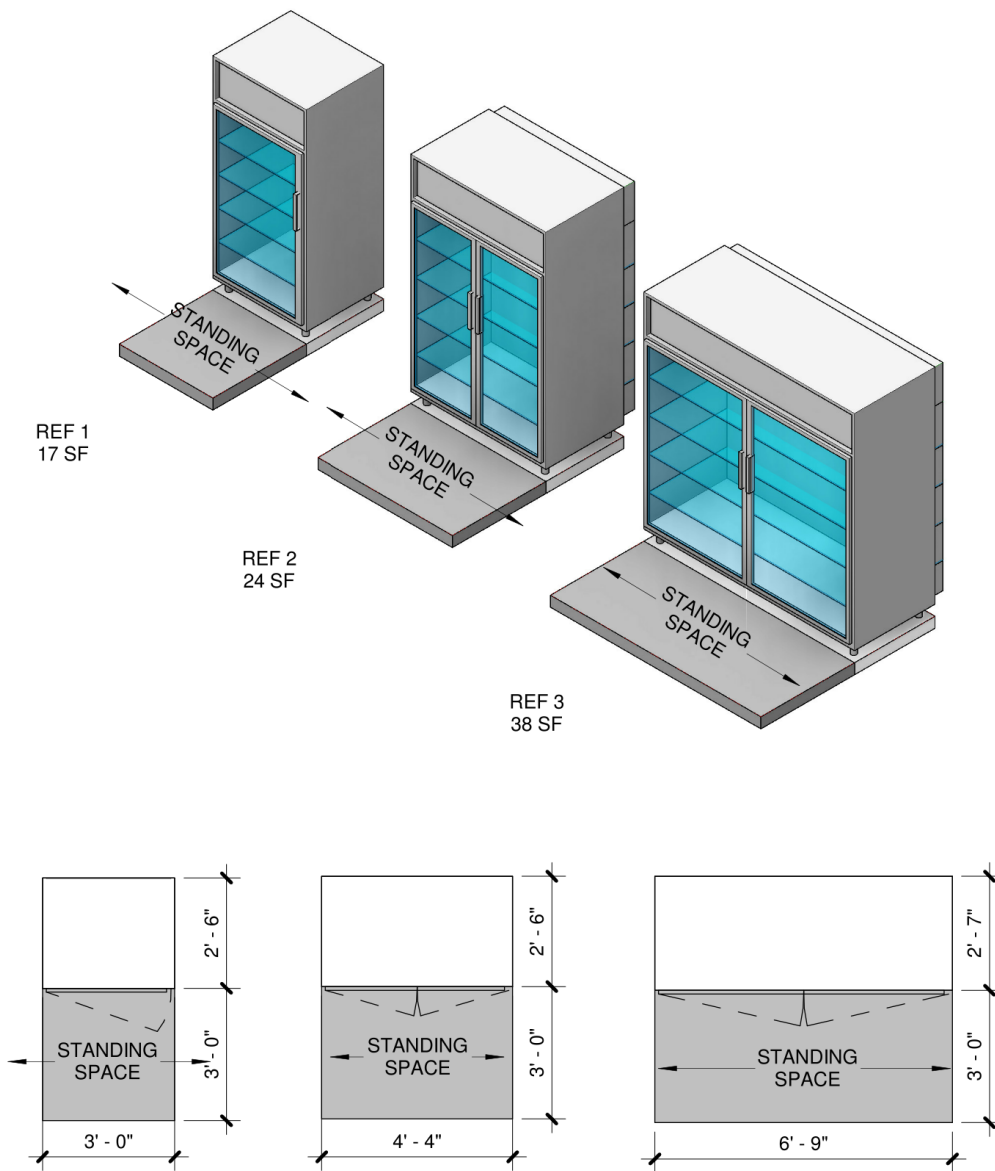
Private Office
180 SF
PO4



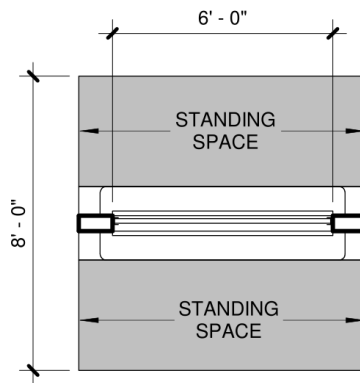
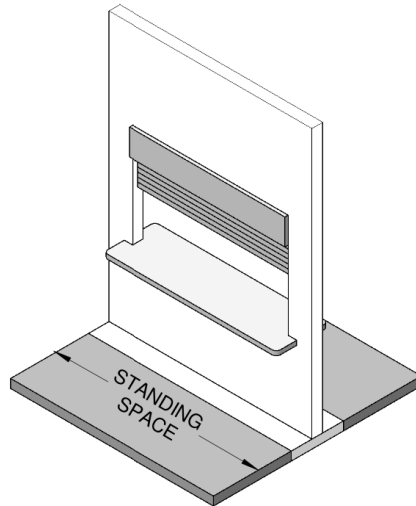
Private Office
224 SF
PO5



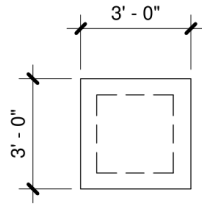
Private Office
240 SF
PO6



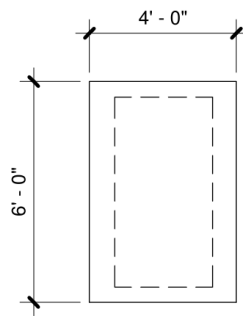
**Refrigerator
Varies SF
REF**



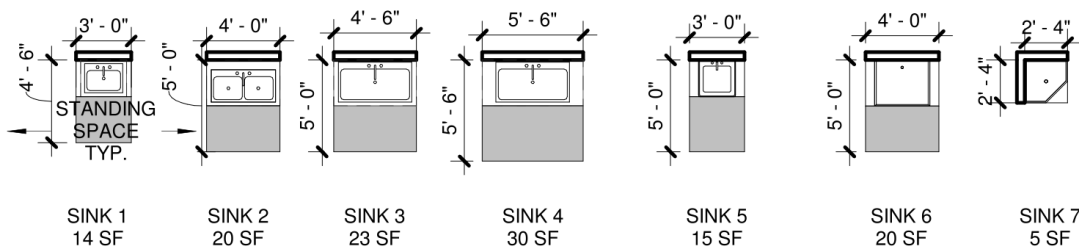
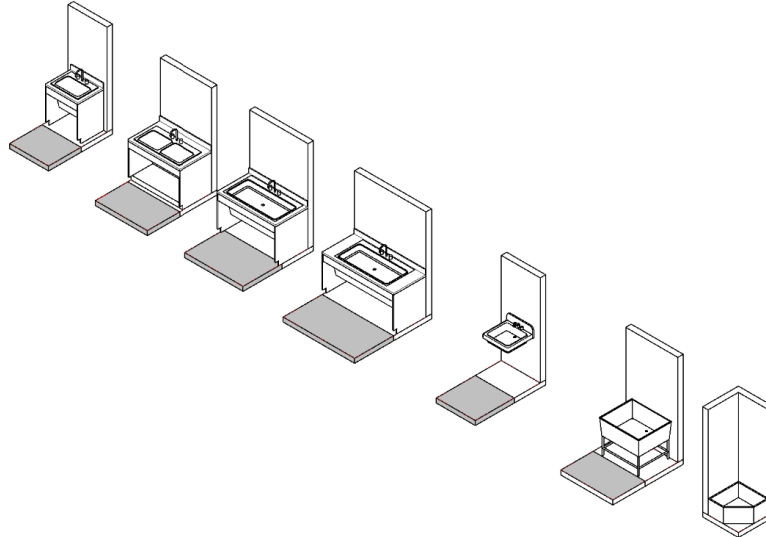
Service Counter
48 SF
SCTR



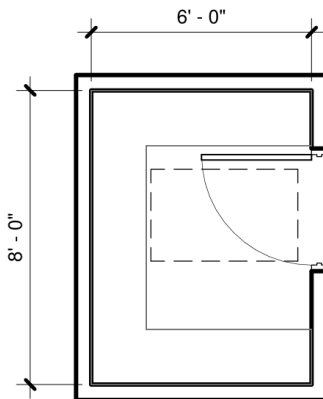
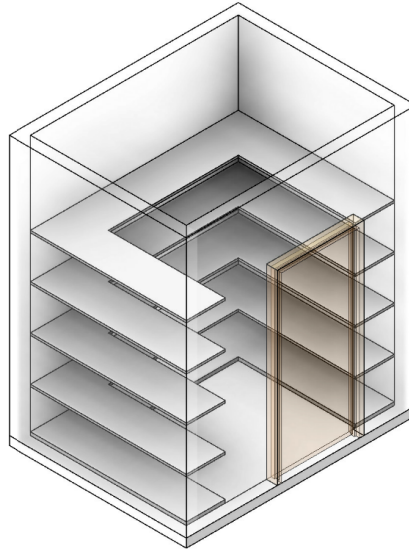
**Personal Transporter
Segway
9 SF
SEG1**



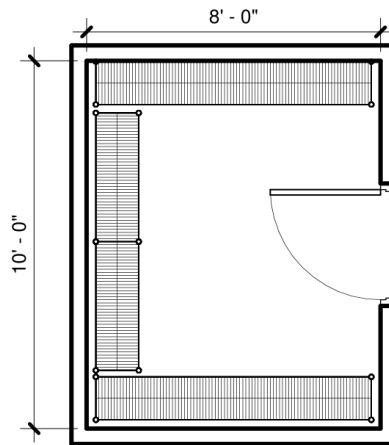
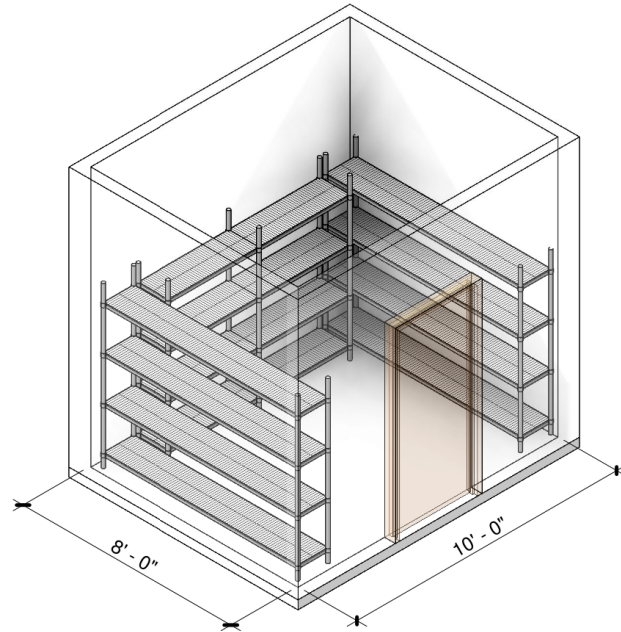
**Patrol Segway
24 SF
SEG2**



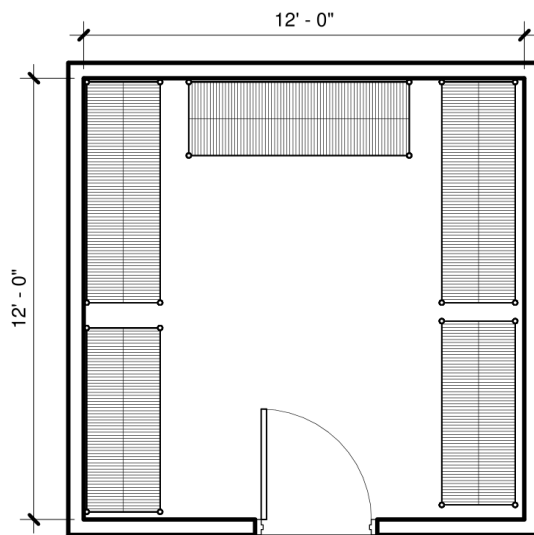
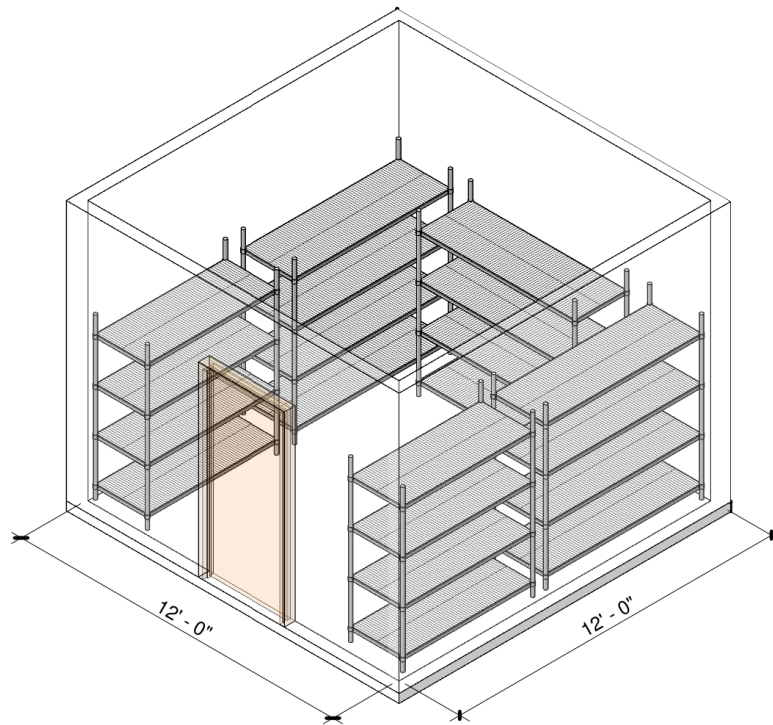
**SINKS
VARIES SF
SINK #**



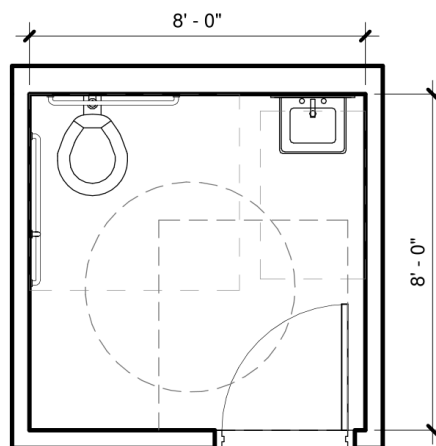
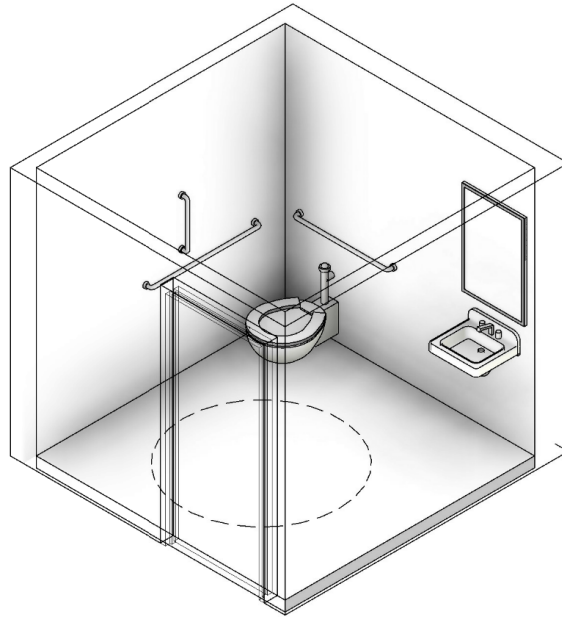
**Storage Room
Small
48 SF
STOR 1**



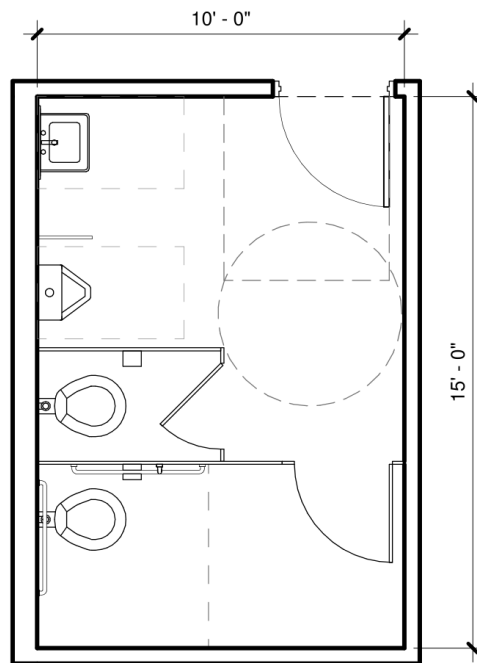
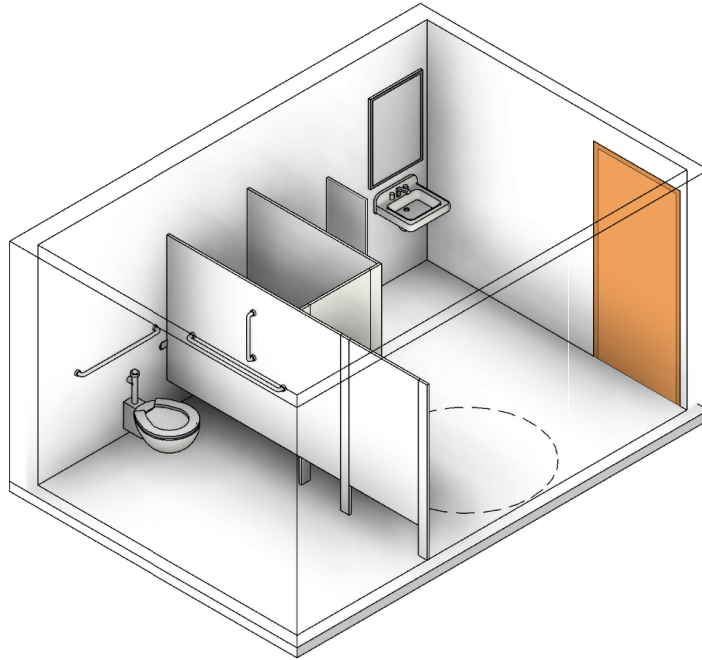
**Storage Room
Standard
80SF
STOR 2**



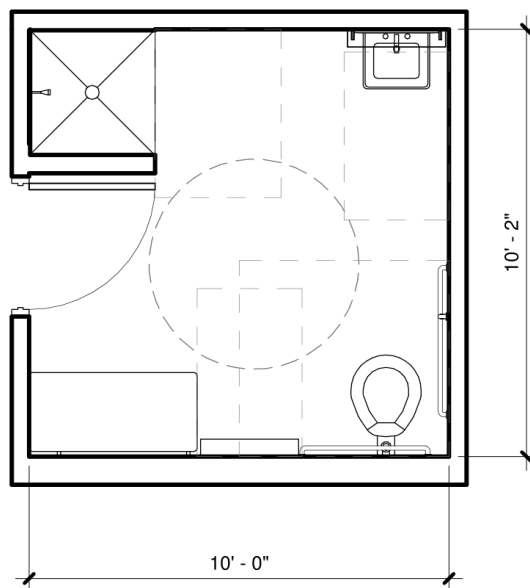
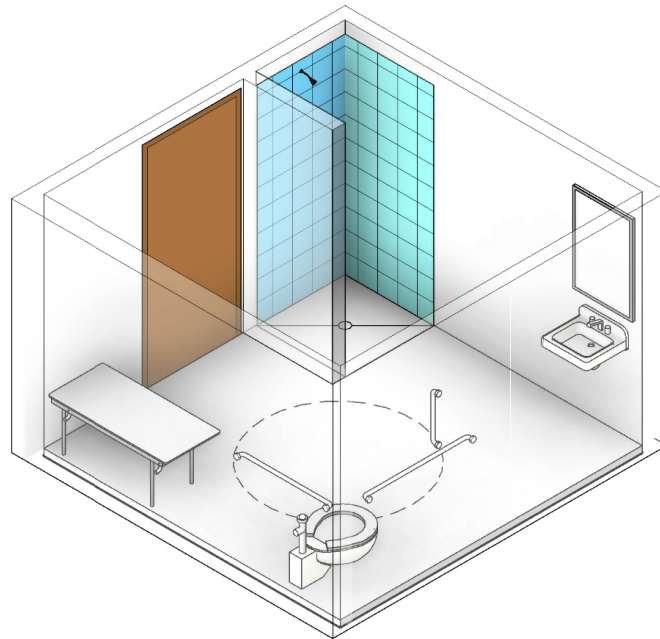
**Storage Room
Large
144 SF
STOR 3**



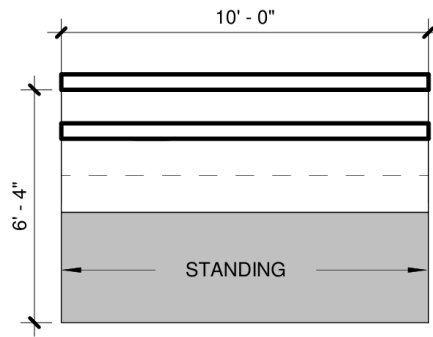
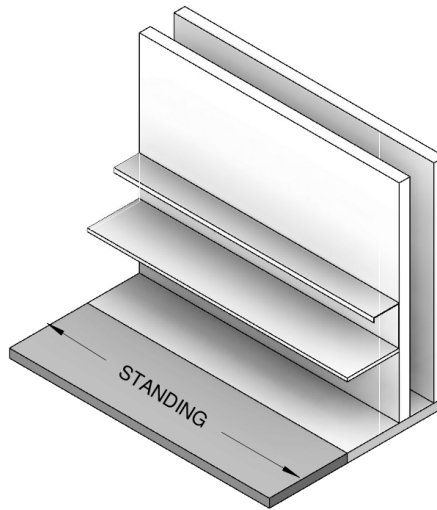
Toilet Room
64 SF
T1



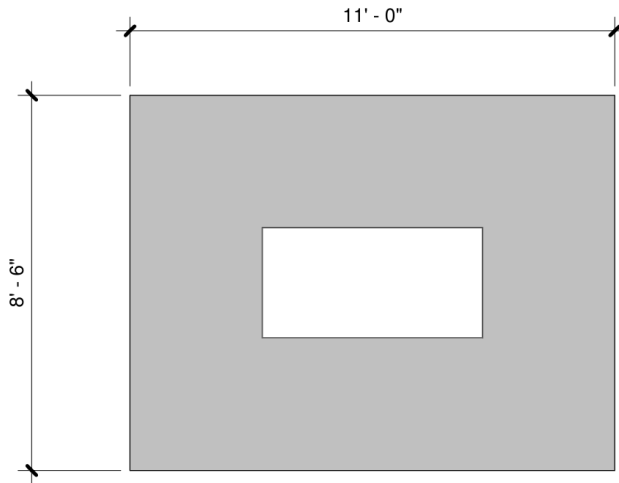
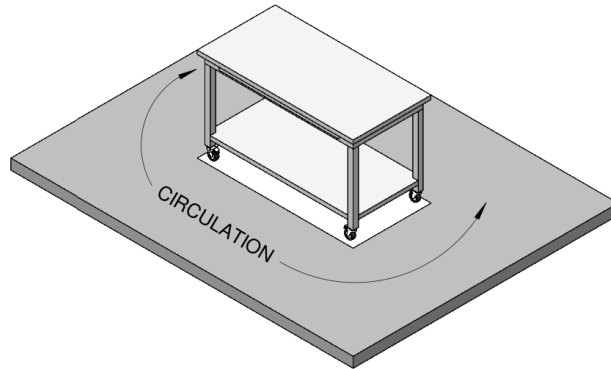
Toilet Room
150 SF
T2



**California
Toilet/Shower
Room
102 SF
T5**



Weapons Maint.
63 SF
WM



Work Table
94 SF
WTBL1