

# Sauk Prairie Police Commission



**Request for Proposals  
Architectural and Construction Administration Services  
Police Station**

**February 2020**

**SAUK PRAIRIE POLICE COMMISSION  
REQUEST FOR PROPOSAL (RFP)  
ARCHITECTURAL AND CONSTRUCTION ADMINISTRATION SERVICES  
POLICE STATION**

**Introduction**

The Sauk Prairie Police Commission (“Commission”) is requesting proposals for professional services that will result in the design and construction of a new Police Station facility. The proposing firm will be referred to as the “Design Team” in this document.

Services shall include all steps necessary to design and construct the new facility including (but not limited to) complete design services; site and civil engineering, schematic design, design development, construction documents, furnishings design and procurement, state and local permitting, cost estimating, public bidding, public representation, construction administration, construction supervision and project closeout.

**Overview**

While the new law enforcement facility will serve both the Village of Prairie du Sac and the Village of Sauk City, it will be located within the Village of Prairie du Sac. The facility will house both the Sauk Prairie Police Department and the Sauk Prairie Municipal Court.

The station site will be Commission owned and is located near the intersection of 13<sup>th</sup> Street and Prairie Street (County Road PF) (Exhibit 1). The lot is approximately four acres. The street and infrastructure have been improved and contain all necessary sewer, water, communication and electrical needs.

**Scope**

The building will be approximately 26,000 square feet based on a Space Needs Program completed by MSA Professional Services, Inc. (Exhibit 2). The design will need to incorporate influences from the surrounding area. Approval from the Sauk Prairie Police Commission and the Village of Prairie du Sac Plan Commission will be required. The facility space needs shall be the control basis for professional design services scope and fees. A preliminary estimated construction budget of \$6,200,000 is being planned for the new facility and site development. The preliminary estimated global project budget is \$7,320,000. The exact cost of the proposed facility shall be determined by the Project Team as part of the requested services and as approved by the Commission. The selected Design Team will work with the Commission to assist in determining the final building layout. A Conceptual Site Plan completed by MSA Professional Services, Inc. (Exhibit 3) depicts one acceptable approach to the site design. Future additions to the facility should also be considered. A sustainable facility to the extent practically feasible is desired by the Commission.

**SUBMITTAL REQUIREMENTS**

The Sauk Prairie Police Commission will make available the draft Certified Survey Map of the site, preliminary needs assessment, submittal procedure, and contact information.

## **Fee Proposal**

Each applicant will submit a fee proposal for the design and construction of this facility. The fee will be expressed as a fixed fee. The base fees shall include all expected reimbursables except for State approval fees and plan reproduction for bidding. The expected professional services and extent of work is as follows:

1. Professional Services Include:
  - a. Architectural
  - b. Civil Engineering and Storm Water Management
  - c. Landscape Design
  - d. Interior Design (including furnishings design and procurement)
  - e. Structural Engineering
  - f. Mechanical, electrical and plumbing engineering (including VVD cabling)
2. Extent of Work Includes:
  - a. Schematic Design Phase  
This phase will also include the identification of further optional specialty sustainability enhancements and consideration to deem feasibility. Examples of which include geo-thermal mechanical system and photovoltaics. This effort will be made in conjunction with WPPI Energy, Inc. and its New Construction Design Assistance program. The associated detailed design of specialty sustainability features, if selected, is not in the base services of this project.
  - b. Design Development Phase
  - c. Construction Documents Phase (Drawings and Project Specifications)
  - d. Bidding Administration Phase
  - e. Construction Administration Phase

The proposal will not include: Geo-technical services, telephone systems, data systems, specialty fixtures or surveillance security systems. These items will be contracted/purchased directly by the Sauk Prairie Police Commission. The Design Team will be expected to assist in the coordination and rough-in of those items as needed.

The Commission shall not be liable for any costs incurred to prepare or submit a proposal for this project.

## **Qualification Requirements**

In addition to the fees, the submittal will also include the following:

1. A cover letter that contains a summary of the key points in the response.

2. Proposed Project Team:
  - a. A list of the key personnel that will be used on the project and the roles of their involvement.
  - b. Background experience and brief history of the Design Team. Include pertinent public sector knowledge.
3. Representative Projects: A list of similar projects that have been completed by your Design Team.
4. Experience in cost estimating, including qualified pre-construction design specific budgeting.
5. Sustainable design solutions and philosophy.
6. Design capabilities and philosophy.
7. Accessibility to and location of the firm.

### **Evaluation of Proposals**

The responses to the RFP will be internally reviewed by Commission staff. The Commission reserves the right to narrow the applicants to a “short list” and interview potential teams to establish a final award determination and to negotiate with the successful respondent in the addition or deletion of any or all tasks included within the RFP. The Sauk Prairie Police Commission also reserves the right to accept or reject any or all RFP’s and to accept the RFP most advantageous to the Commission.

**Non-Discrimination Statement:** The Sauk Prairie Police Commission does not discriminate on the basis of race, color, religion, age, marital or veterans’ status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

### **General Submittal Requirements**

At a minimum, each firm responding to this invitation shall submit five (5) bound copies and one unbound copy of their proposals and one digital copy in PDF format. The fee proposal portion shall be sealed in a single separate envelope, marked with the title of the Work, and name and address of the RFP Respondent. RFP’s are to be submitted as a sealed Proposal to:

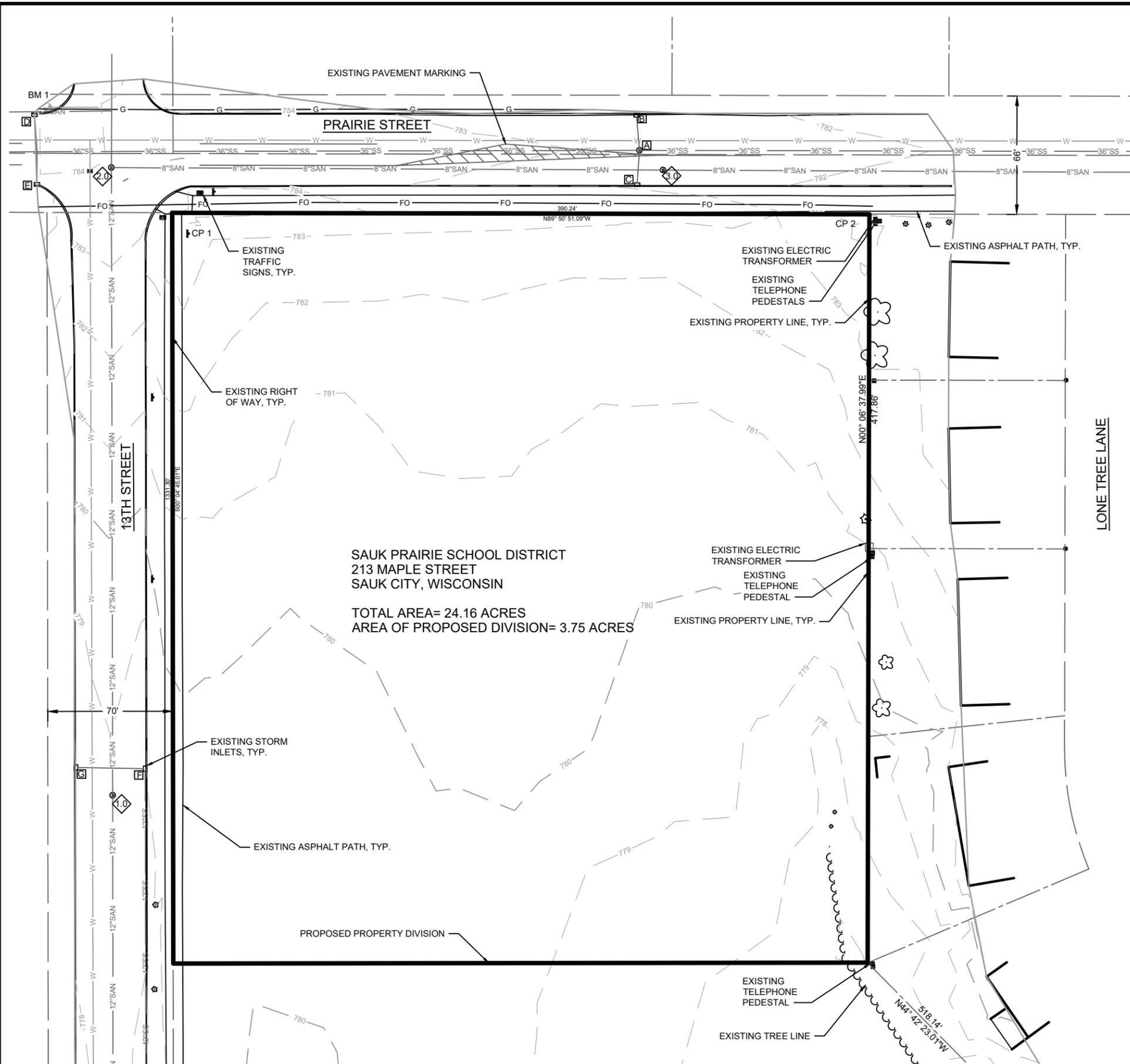
Attn: Chief Jerry Strunz  
RE: Police Station  
Sauk Prairie Police Commission  
726 Water St # A  
Sauk City, WI 53583

**Sealed proposals will be received no later than March 5, 2020; 4:30 PM CST.**

It is the intent of the Sauk Prairie Police Commission to begin construction of this facility in the early spring of 2021.

Questions and clarifications shall be directed only to Jerry Strunz, Chief of Police at (608) 643-2427 or [jerrys@saukprairiepd.com](mailto:jerrys@saukprairiepd.com).

EXHIBIT 1  
Existing Site Survey



**LEGEND**

- BOUNDARY LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- SANITARY SEWER
- STORM SEWER
- WATER LINE W/SIZE
- GAS LINE
- FENCE LINE
- CONTOUR LINE
- BENCHMARK
- FOUND 1/4" IRON PIPE
- FOUND 3/4" IRON REBAR
- RECORD INFORMATION
- N - NORTH
- S - SOUTH
- E - EAST
- W - WEST
- CONIFEROUS TREE
- DECIDUOUS TREE
- SANITARY MANHOLE
- HYDRANT
- WATER VALVE
- CURB STOP
- STORM MANHOLE
- CURB INLET (INL)
- MANHOLE
- ROOF DRAIN
- ELECTRIC TRANSFORMER
- TELEPHONE PEDESTAL, FIELD VERIFY
- TELEPHONE MANHOLE
- HANDHOLE
- ELECTRIC METER
- GAS METER
- AIR CONDITIONER
- POWER POLE
- UTILITY POLE GUY ANCHOR
- LIGHT POLE
- GROUND LIGHT
- SIGN
- FLAGPOLE

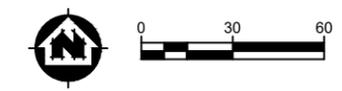
**BENCHMARK TABLE**

POINT	DESCRIPTION	ELEVATION
BM 1	TSOH @ NW CORNER OF PRAIRIE STREET AND 13TH STREET	787.40
BM 2	TSOH @ 745' SOUTH OF PRAIRIE STREET AND 13TH STREET	780.34
CP 1	NAIL @ SE CORNER OF PRAIRIE STREET AND 13TH STREET	783.97
CP 2	NAIL @ NE CORNER OF LOT	783.21

UTILITY LOCATIONS SHOWN WERE OBSERVED AND LOCATED BY DIGGERS HOTLINE. EXISTING UTILITIES THAT ARE KNOWN TO BE PRESENT BUT MAY NOT BE DEPICTED INCLUDE: FIBER COMMUNICATION, UNDERGROUND ELECTRICAL SERVICE, WATER LATERAL, AND SEWER LATERAL.



Dial **811** or (800) 242-8511  
[www.DiggersHotline.com](http://www.DiggersHotline.com)



NOTE: UTILITY LOCATIONS SHOWN ON PLANS ARE APPROXIMATE AND CONTRACTOR SHALL HAVE APPROPRIATE UTILITY MARK EXACT LOCATIONS PRIOR TO CONSTRUCTION.

PROJECT DATE:	NO.	DATE	REVISION	BY:
2/12/2020 3:12 PM, P:\1600a\1620a\162101621001\CADD\Construction Drawings\01621001 Existing Site Survey.dwg				



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 1230 South Boulevard, Baraboo WI 53913  
 (608) 356-2771 www.msa-ps.com  
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SAUK PRAIRIE POLICE STATION  
 SAUK PRAIRIE POLICE COMMISSION  
 SAUK COUNTY, WISCONSIN

EXISTING SITE SURVEY

PROJECT NO.  
 01621001  
 6 SHEET  
 G2

EXHIBIT 2  
Space Needs Program

**SPACE NEEDS PROGRAM**  
**SAUK PRAIRIE POLICE DEPARTMENT**  
**MSA Project 1621000**



AREA/ROOM	Space Needs			REMARKS
	# of Rms.	Room Size	Total Area	
<b>OFFICE/FINISHED AREAS</b>				
<b>Public Areas</b>			<b>555</b>	
Vestibule	1	10x10	100	<ul style="list-style-type: none"> <li>Exterior door unlocked at all times, interior door locked after hours.</li> <li>Phone for afterhours 911 access.</li> <li>Optional auxiliary doorbell button.</li> <li>Drug Drop Box</li> </ul>
Lobby / Waiting Area	1	340		<ul style="list-style-type: none"> <li>Seating for approximately eight people; along with a magazine rack for persons who must wait to see an officer.</li> <li>Expandable seating for up to 20 for Court needs.</li> <li>The door from the Lobby into the Police Department shall be locked at all times. A FOB reader device should be provided for gaining access into the Police Department offices.</li> <li>Service window and counter open to the Open Office / Reception Area. Bullet resistant service window and receptionist wall construction. Doorbell button in case staff is away from window. Staff operated button to unlock Pole Department entry door.</li> <li>Rack for pamphlets and forms for the public.</li> <li>Glass enclosed bulletin board. A possible small Historic display area should be considered.</li> </ul>
Single Occupant Toilet Room	2	7x8	115	<ul style="list-style-type: none"> <li>Provide Men's &amp; Women's toilet rooms for public use, and auxiliary to training room.</li> <li>Adjacent to and accessible from the Lobby.</li> </ul>
<b>Semi-Public Areas (controlled access)</b>			<b>2,080</b>	
Small Consultation Room	1	10x10	100	<ul style="list-style-type: none"> <li>Adjacent to and accessible from the Lobby.</li> <li>For visitors wanting to talk to an officer.</li> <li>Small table and 2-3 chairs</li> </ul>
Multi-Purpose Conference Room	1	12x15	180	<ul style="list-style-type: none"> <li>Adjacent to and accessible from the Lobby.</li> <li>Conference Room for informal public interaction.</li> <li>Small Table and 4-6 chairs, plus some cozy furniture.</li> <li>Optional Media Room during event.</li> <li>Family Crisis Room; private family waiting room.</li> <li>Adjacent to Multi-Purpose Room.</li> <li>Reservable room as office for Court Judge, State Probation/Parole Office &amp; County Health.</li> <li>Public Engagement events, like fingerprinting.</li> </ul>

AREA/ROOM	Space Needs			REMARKS
	# of Rms.	Room Size	Total Area	
Multi-Purpose Room	1	30x40	1,200	<ul style="list-style-type: none"> <li>Control provisions to allow direct access from the lobby, and direct staff access with security provisions.</li> <li>Seating for up to 40 in classroom arrangement. This room is for meetings held with the public and staff. Uses include Training, staff meetings and Police Commission Meetings.</li> <li>Monthly Municipal Court.</li> <li>Debriefing Room.</li> <li>Media Room.</li> <li>The room is used for presentations with electronic media such as a (1-2) wall bracket mounted TVs, common DVD, and sound system. Arrangement for podium. Possible ceiling-mounted screen &amp; projector or large TV.</li> <li>Flexible furniture to allow conference room arrangement and various class room arrangements.</li> <li>Counter and Sink with base cabinets.</li> <li>Optional movable partition to divide the room in half.</li> </ul>
Emergency Operation Center (EOC)	1	15x20	300	<ul style="list-style-type: none"> <li>Movable partition or double doors to open the space up to the Multi-Purpose Room.</li> <li>EOC technology accommodations.</li> <li>EOC S=storage accommodations in closet or cabinets.</li> </ul>
Multi-Purpose Room Storage	1	15x20	300	<ul style="list-style-type: none"> <li>This room to store possible training supplies, tables, and chairs.</li> <li>DAAT Training mats.</li> <li>Direct access from the Multi-Purpose Room.</li> </ul>
<b>Restricted/Supervised Areas</b>			<b>6,640</b>	
Open Office / Reception Area	1	500	500	<ul style="list-style-type: none"> <li>Adjacent to the Lobby / Waiting Area.</li> <li>Three workstations away from the service window for two Administrative Assistants, and one part-time Clerk of Court. Each station shall be approximately 8 ft. x 6 ft. U-shaped desk.</li> <li>Space for filing cabinets for current records.</li> <li>The radio is located in this space.</li> <li>This area shall have a front counter with a 6'-8' bullet resistant window to the lobby. This area shall be secure from public lobby areas.</li> <li>Coat hooks or rack for staff in this area.</li> </ul>
Payroll/Book Keeping Office	1	12x12	150	<ul style="list-style-type: none"> <li>One workstation.</li> <li>Direct physical and sightline access to Open Office.</li> </ul>
Copy/Work Room	1	10x12	120	<ul style="list-style-type: none"> <li>Shared by Officers and Administration staff.</li> <li>Locate in proximity to the Administration Office area.</li> <li>Fax machine, copier, countertop for work surface, cabinetry for storage of supplies, and a postage meter.</li> <li>This space shall be located immediately adjacent to and open up into the front office area. Preferable visibility out of this room to the service window.</li> </ul>

AREA/ROOM	Space Needs			REMARKS
	# of Rms.	Room Size	Total Area	
Administrative and Community Policing Storage Room	1	10x12	120	<ul style="list-style-type: none"> <li>Shelving</li> </ul>
Records Storage Room	1	15x15	225	<ul style="list-style-type: none"> <li>Two hour fire rating with studs and drywall.</li> <li>Locate in proximity to the Administration Office area.</li> <li>Relocate existing High Density Filing system.</li> </ul>
Limited Access Records Room	1	9x9	80	<ul style="list-style-type: none"> <li>Two hour fire rating with studs and drywall.</li> <li>Locate in proximity to the Chief &amp; Lieutenants Office.</li> <li>Long-term personnel records.</li> </ul>
Single Staff Occupant Toilet Room	1	70	70	<ul style="list-style-type: none"> <li>Near Administration Office.</li> <li>Toilet, Lavatory &amp; Urinal.</li> </ul>
Police Chief Office	1	12x17	200	<ul style="list-style-type: none"> <li>Office with a desk, seating for two opposite the desk, book shelves, and filing cabinets. Optional separate small conference table.</li> <li>Window to the exterior is preferred.</li> <li>A small closet for coats is preferred.</li> <li>This office shall be located adjacent to the front office.</li> <li>Storage for manuals. This may be part of office furniture or built-in cabinetry.</li> </ul>
Lieutenant's Office	2	12x12	290	<ul style="list-style-type: none"> <li>Initially one occupant, but long term may be shared by two.</li> <li>Enclosed office with desk, bookshelf, two guest chairs, and filing cabinets.</li> <li>This office shall be located near the front office.</li> <li>Window to the exterior is preferred.</li> </ul>
Sergeants Office	2	12x12	290	<ul style="list-style-type: none"> <li>Initially one occupant, but long term may be shared by two.</li> <li>Enclosed office with two workstations, bookshelves and filing cabinets.</li> <li>This office shall be located near the offices &amp; squad room.</li> <li>Window to the exterior is preferred.</li> </ul>
Detectives Office	2	12x14	145	<ul style="list-style-type: none"> <li>Initially one occupant, but long term may be shared by two.</li> <li>Enclosed office with desk, bookshelf, two guest chairs, and filing cabinets.</li> <li>This office shall be located near the front office.</li> <li>Window to the exterior is preferred.</li> </ul>

AREA/ROOM	Space Needs			REMARKS
	# of Rms.	Room Size	Total Area	
Squad Room	1	900	900	<ul style="list-style-type: none"> <li>Officer work area.</li> <li>Space shall be provided for 10 workstations in open office type central configuration. Initially one officer per station and long term two officers could share each workstation.</li> <li>Also this room shall have mail slots for incoming mail for each officer, and 8 lineal feet of countertop with base and wall cabinets for storage of forms.</li> <li>There are three shifts in a 24-hour period. The shifts overlap.</li> <li>Work table in the center of the room.</li> <li>Locate adjacent to the garage, evidence rooms, and Sargent's office.</li> <li>Marker boards located on the walls.</li> </ul>
Reports/Enclave Room	2	7x7	100	<ul style="list-style-type: none"> <li>For dictations or making phone calls.</li> <li>Shared room.</li> <li>Hoteling space.</li> <li>Auxiliary holdover room with portable cot.</li> </ul>
Armory	1	12x12	120	<ul style="list-style-type: none"> <li>Cleaning counter with small sink.</li> <li>Ammunition Storage and small gun rack.</li> <li>Proximity to Garage.</li> </ul>
Radio/Equipment Room	1	10x12	120	<ul style="list-style-type: none"> <li>Base cabinets with work counter with open overhead shelf for charging.</li> <li>Miscellaneous tools.</li> <li>Storage cabinet.</li> <li>Proximity to Garage.</li> </ul>
Evidence Processing Room (Crime Lab)	1	200	200	<ul style="list-style-type: none"> <li>Twelve feet of cabinets, counter top, sink, and computer on the countertop. One stand-up workstation.</li> <li>Refrigerator and a Pass through Refrigerator for Evidence transfer into the Storage room.</li> <li>Filtered Hood/Drying Cabinet (30"x60").</li> <li>Hanging Rack with mop basin below. Auxiliary portable drying rack.</li> <li>Pass through evidence storage lockers. Varying sizes, large and small. Four large lockers for rifle size items, and 12 smaller variable sized lockers.</li> <li>Concrete masonry.</li> <li>Temporary overflow.</li> <li>Eyewash station.</li> <li>Designed for WILEAG compliance.</li> </ul>
Evidence Storage Room	1	400	400	<ul style="list-style-type: none"> <li>Door to the Evidence Process Room.</li> <li>Pass through lockers from evidence processing.</li> <li>Masonry Walls - Secure room.</li> <li>Dedicated weapons (guns, knives, explosives sub-storage closet [60 sf]).</li> </ul>

AREA/ROOM	Space Needs			REMARKS
	# of Rms.	Room Size	Total Area	
				<ul style="list-style-type: none"> <li>• Dedicated Narcotics/Drug sub-storage closet (80 sf).</li> <li>• Dedicated valuable storage provisions.</li> <li>• Provisions for optional freezers and refrigerators.</li> <li>• Specific camera need inside and out with card/FOB access.</li> </ul>
Found Property Room	1	300	300	<ul style="list-style-type: none"> <li>• Lockable room with metal shelves to store found property.</li> <li>• Room for bikes (racked).</li> <li>• Double door access directly from the Garage.</li> </ul>
Break Room	1	12x18	220	<ul style="list-style-type: none"> <li>• Table and chairs for seating for six people, coffee pot, microwave oven, refrigerator, sink, countertop and cabinets.</li> </ul>
Physical Training Room	1	300	300	<ul style="list-style-type: none"> <li>• Fitness, Space for universal trainer and free weights.</li> <li>• Direct access to Locker Room is desirable.</li> </ul>
Unisex Locker Room	1	320	320	<ul style="list-style-type: none"> <li>• Shared Gender (no changing).</li> <li>• Twenty lockers and space for ten in the future. 2'x2' with power.</li> <li>• Two mirrors with shelf.</li> </ul>
Single Occupant Toilet Rooms (Locker Room)	3	70	210	<ul style="list-style-type: none"> <li>• Off of Locker Room.</li> <li>• Toilet. Lavatory &amp; Urinal.</li> <li>• Accessible.</li> </ul>
Single Occupant Shower Changing (Locker Room)	2	70	140	<ul style="list-style-type: none"> <li>• Off of Locker Room.</li> <li>• Accessible.</li> <li>• ADA Changing Bench.</li> </ul>
Single Occupant Changing (Locker Room)	2	45	90	<ul style="list-style-type: none"> <li>• Off of Locker Room.</li> <li>• Accessible.</li> <li>• ADA Changing Bench.</li> </ul>
Uniform/Riot Gear Storage	2	10x12	120	<ul style="list-style-type: none"> <li>• Direct access from Locker Room.</li> <li>• Wire racking for 20 riot gear duffle bags. Bags are 40"x16"x20".</li> <li>• Hanging rack for uniforms.</li> </ul>
Laundry Room	1	75	75	<ul style="list-style-type: none"> <li>• Space residential washer and dryer.</li> <li>• Laundry collection bins, shelves for detergents.</li> <li>• Off-site cleaning is secondary alternative to providing this room.</li> </ul>
Recording Equipment Room	1	9x9	80	<ul style="list-style-type: none"> <li>• Two isolated systems. Facility wide exterior and interior cameras.</li> <li>• Special fire protection provisions. Include a camera system.</li> </ul>
Computer Server Room	1	9x9	80	<ul style="list-style-type: none"> <li>• Shall have adequate ventilation to cool server.</li> <li>• Special fire protection provisions.</li> </ul>
Mechanical Room	1	20x30	600	<ul style="list-style-type: none"> <li>• Locate on an outside wall.</li> </ul>
Custodial Room	1	8x9	75	<ul style="list-style-type: none"> <li>• Shall have floor sink, shelving for cleaning supplies.</li> </ul>

Suspect Supervised Areas				700
Suspect Processing	1	10x15	160	<ul style="list-style-type: none"> <li>• Access from Sally Port.</li> <li>• Controlled access from staff areas.</li> <li>• One space intoximeter, which would sit on a counter, and there should be space below for forms.</li> <li>• A separate area with a countertop would be provided for fingerprinting and for photographing.</li> <li>• One sit down workstation.</li> <li>• Two separated suspect chairs.</li> <li>• A/V recording equipment.</li> <li>• Concrete masonry.</li> </ul>
Suspects Unisex Toilet Room	1	7x8	60	<ul style="list-style-type: none"> <li>• Unisex toilet room provided in the suspect processing area.</li> <li>• The room will not have a privacy lock.</li> <li>• Very cleanable with concrete masonry walls.</li> <li>• Deactivation switch for water supply.</li> </ul>
Hard Interview Rooms	2	9x10	180	<ul style="list-style-type: none"> <li>• The hard interview rooms shall be placed so that they are not side-by-side to prohibit conversations from being heard between the rooms for the purpose of separation of victims, witnesses, and suspects.</li> <li>• A/V recording equipment.</li> <li>• The Interview Room shall be located away from the Squad Room and away from the front desk.</li> <li>• Acoustical isolation.</li> <li>• Hardened chair and table.</li> </ul>
Soft Interview Room	2	12x12	300	<ul style="list-style-type: none"> <li>• The soft interview rooms shall be <b>away from the suspect processing area</b>, but listed here for tracking.</li> <li>• Family accommodations.</li> <li>• A/V recording equipment.</li> <li>• Acoustical isolation.</li> </ul>
Total Net Square Footage			9,975	
30% Increase for Corridor and Walls			2,995	
<b>Office/Finished Area Total Gross Square Footage</b>			<b>12,970</b>	

4,950				<b>Garage Areas (restricted/supervised)</b>
Sally Port	1	15x30	450	<ul style="list-style-type: none"> <li>• One vehicle bay for loading/off-loading suspects.</li> <li>• Perimeter clearance for safe suspect handling.</li> <li>• Space will serve as Auxiliary wash bay.</li> </ul>
Squad Vehicle Garage	1	60x125	7,500	<ul style="list-style-type: none"> <li>• Twenty four stalls/squad cars/trailers (car seat/firing range/misc. trailer and radar speed trailer).</li> <li>• Fenced in two stall area for on-site impound vehicle/items. Other off-site storage is presumed for long-term needs. Enclosures may be portable.</li> <li>• Drive through two-way center drive lane.</li> <li>• Storage space at the head of the room for bikes.</li> <li>• Two 14x14 foot rapid open coiling doors.</li> <li>• No vehicle maintenance to be done in the garage.</li> <li>• Four Police bikes.</li> <li>• Compressed Air.</li> <li>• Garage is oversized for long term storage and long term needs.</li> </ul>
Storage Room	1	280	280	<ul style="list-style-type: none"> <li>• Metal wire racks.</li> <li>• Auxiliary Squad/Officer Accessories.</li> </ul>
Total Net Square Footage			11,800	8,230
10% Increase for Corridor and Walls			1,200	1000
<b>Garage Area Total Gross Square Footage</b>			<b>13,000</b>	<b>9,230</b>
<b>Building Area Summary</b>				
Office/Finished Area Total Gross Square Footage			12,970	
Garage Area Total Gross Square Footage			13,000	
<b>Total Gross Square Footage</b>			<b>26,000</b>	
<b>Site &amp; Site Amenities</b>				
Emergency Generator			Exterior Mounted.	
Parking Lot (s)			26 Stall Parking area(s) (10 - employees, 10 – public/other, 6 - squad cars).	
Site Location	Provide for future expansion.		Central to Community.	
<b>Miscellaneous Remarks</b>				
Community Policing Atmosphere. Robust storm resistant construction.				
Acoustical Isolation Critical for Offices and Interview Rooms. Wireless hubs				
Card/FOB door access control at exterior and some other interior doors.				
Building design shall accommodate future expansion.				

Ballpark Project Costs		
Office/Finished Area Total Gross Square Footage	12,970 sf	
Estimated cost per Square Foot	\$260/sf	
Office/Finished Area Estimated Cost	\$3,370,000	
Garage Areas Total Gross Square Footage	13,000 sf	
Estimated cost per Square Foot	\$170/sf	
Garage Area Estimated Cost	\$2,200,000	
Sub-total Estimated Building Construction Costs	\$5,570,000	<ul style="list-style-type: none"> <li>• Based on a building constructed of masonry exterior walls, studs and drywall interior walls, single story slab on grade, and concrete foundation.</li> <li>• Based on 2021 construction.</li> </ul>
Site Construction Allowance	\$240,000	Exclude security staff parking enclosure.
Construction Contingency	\$390,000	Design and construction contingencies.
<b>Total</b>	<b>\$6,200,000</b>	
OTHER COSTS ITEMS		
Soft Costs Allowance	\$560,000	<ul style="list-style-type: none"> <li>• Architectural and Engineering and Furniture Procurement</li> <li>• Soil Borings</li> <li>• State Plan Review Fees</li> <li>• Printing plans and specs for bidding and construction</li> <li>• Contingency for additional Soft Costs</li> </ul>
Moving expenses	\$10,000	<ul style="list-style-type: none"> <li>• Place Holder Allowance (yet to be determined).</li> </ul>
Furniture, Shelving, Refrigeration, Storage Racks, Appliances	\$350,000	<ul style="list-style-type: none"> <li>• Place Holder Allowance (yet to be determined).</li> <li>• Was \$300,000</li> </ul>
Radio, Phone, Computers	\$200,000	<ul style="list-style-type: none"> <li>• Place Holder Allowance (yet to be determined).</li> </ul>
<b>Total</b>	<b>\$1,120,000</b>	Based on 2021
<b>GLOBAL PROJECT COST</b>	<b>\$7,320,000</b>	Does not include land acquisition costs. All costs are preliminary pending project design and development. All space needs shall be affirmed in schematic design.

EXHIBIT 3  
Conceptual Site Plan



**LEGEND**

- 1 18 Stall Public Parking
- 2 14 Stall Staff Parking with Optional Security Fence
- 3 Long Term Expansion
- 4 Emergency Generator and Transformer with Security Fence
- 5 Natural Planting Storm Water Feature
- 6 Optional Connecting Drive
- 7 Landscape Buffer
- 8 Public Entry with Decorative Security Impact Bollards