

Worcester County Sheriff's Office Campus Plan, Administration Offices, and Warehouse Reuse Study

DCAMM SDW1502 HS1
West Boylston, MA

Study Report

May 27, 2016
SMRT Project 15077

Submitted by:
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Worcester County Jail & HOC – Repairs/ Renovations SDW1502-HS1

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SDW1502 HS1 PROJECT

This document is provided in partial fulfillment of the requirements of Mass. State project SDW1502 HS1, Development of a Campus Plan/ Study of Administrative Office (new facility, addition or renovation) at the Worcester County Jail and House of Correction, West Boylston, MA

1.0 - INTRODUCTION / PROBLEM STATEMENT

This study continues the work in a Draft Feasibility Study Long Range Plan undertaken by STV, Inc. which is documented in a *Powerpoint* presentation: “Combined Intake, Regional Secure Lock-up and Medical Unit”, dated October 27, 2015. This presentation is included in the Appendices of this report.

The draft study completed by STV, Inc. concluded the following project needs and phasing:

- “ Phase 1: New Combined Intake, Regional Secure Lock-up and Medical Unit as the first phase of needed Worcester County Sheriff’s Office (WCSO) construction/ renovation projects.
- “ Phase 2: Renovation of the vacated intake facility within the Main Jail and/or a building addition to the existing administrative functional area of the Main Jail.
- “ Subsequent Phases: Overall, up to 10 projects including the consolidation of administrative functional areas, a new inmate orientation facility, a new visitation facility, a new laundry, and a new housing unit.

This Draft Feasibility Study Long Range Plan was developed without extensive analysis at the request of DCAMM in order to site the Phase 1 - New Intake and Medical Unit building and was not intended to serve as a final campus plan for the Sheriff’s office.

The need for further development of the Long Range Plan stems from the circumstance that several existing buildings are beyond their useful life and repair, and must be replaced.

PROBLEM STATEMENT:

The recommendations of the Draft Long Range Plan must be developed further to provide a comprehensive plan for going forward. This study aims to develop a viable Campus Plan which identifies specific projects which will, when completed in sequence:

- “ Allow full operation of the existing jail and house of corrections to continue without the relocation of inmates off-site or significant interruption of operations.
- “ Result in the replacement of facilities that are beyond their useful life or are not meeting the facility’s needs.
- “ Result in the establishment of facilities to provide all of the functional areas necessary for the Worcester County Jail and House of Corrections to serve the County and its population.

2.0 - EXECUTIVE SUMMARY

This study includes the development of a campus plan which will accomplish the various projects needed. Thus, the first work of this study:

- “ Identifies the facility improvements needed in order of priority.
- “ Studies options for phasing which will result in a successful campus plan when all are completed.

Secondly, further work of this study:

- “ Identifies the space program for those functional areas which will be included in the projects which will comprise the Campus Plan. This work included the process of determining where program areas should be adjacent to one-another and where they might best fit.
- “ Develops a conceptual plan for renovations to the existing modular warehouse to accommodate Modular Programs & Activities functions.
- “ Develops a conceptual plan for renovations/ additions to the existing administrative functional area of the Main Jail.
- “ Describes the scope of work required to renovate the Modular Warehouse to serve as a facility Programs & Activities Building and calculates an associated project budget.
- “ Describes the scope of work required to achieve a consolidated administrative facility.
- “ Calculates an associated project budgets for each of these.

This study was initially to include options for an access road to the proposed Intake, Medical Unit, and Regional Lockup project. It was resolved prior to start that this work would instead be performed as a part of the Intake, Medical Unit, and Regional Lockup study.

1. Campus Plan

- “ The objective of the Campus Plan is to permit the facility to remain fully operational while existing failing structures are demolished and their currently housed operations are relocated.
- “ The preferred phasing for projects is as follows, anticipating the relocation of each operational area within the sequence of the phases. This plan identifies different project priorities than were presented in the STV Study due to further analysis and consideration within the current study.
 1. *Phase 1A*
 - § *Construct Intake-Release and Medical facility. (Currently underway).*
 2. *Phase 1B*
 - § *Renovate Modular Warehouse to accommodate Modular Programs.*
 3. *Phase 2*
 - § *Renovate/ Construct new Main Jail Administration areas at existing Main Admin (Bldg 1E¹).*

¹ See page 11 for this and all other Building No. references within this document.

4. Phase 3
 - § Renovate vacated “Modular Receiving/Visitation” (Bldg 9) areas to temporarily accommodate modular staff, modular ADS, and modular visitor security-check/ waiting operations.
5. Phase 4
 - § Renovate Central Control to consolidate and improve Information Technology (IT) offices and Security Operations.
6. Phase 5
 - § Demolish DOL (Bldg. 10) and “Modular Admin” (Bldg. 7) buildings including Control 3.
7. Phase 6
 - § Construct new Modular Visitation/Staff building on the previous site of the Modular Administrative building (Bldg. 7).

2. Renovate Modular Warehouse to Accommodate Modular Programs (Phase 1B)

- “ The existing Modular Programs function is housed in the former cafeteria area of the DOL (Bldg. 10). The cafeteria area is subdivided into “classrooms” by way of short, movable partitions. The walls and floors of the building are in very poor condition (i.e. wall panels are falling off the exterior; holes in the floor are covered by metal plates). The only other function housed in this facility is the Medical Unit, which is being moved out as part of Phase 1 of this Campus Plan. The Programs function must then be moved out so that the building can be condemned and subsequently demolished.
- “ The existing Modular Warehouse was originally designed to include the Modular Programs operation as well as serve as the Modular Laundry and Modular Warehouse. Over time, IT functions moved into vacant space. At this time, the warehouse is largely vacant and severely underutilized. As an existing structure with available floor space, it can be made to serve as Programs space once again, in lieu of constructing a new building.
- “ The programmed area for the Programs function required is approximately 7,800 square feet excluding mechanical equipment or utility areas. The space considered for renovations includes existing improvements which can contribute to the requirements. The total area available including corridors and a restroom is greater than the program need, and can successfully serve as the Programs facility for the WCSO.
- “ The estimated cost of construction for Phase 1B is \$4,074,113.
- “ Accessibility deficiencies in the existing Modular Warehouse include the lack of a compliant route to the entrance and the lack of fully compliant toilet rooms and elevator. These deficiencies, as well as the accessibility of all newly opened Programs spaces will need to be addressed in order to comply with MAAB and ADA requirements. Because the cost exceeds the 30% threshold of the 2016 CAMIS value, it will be necessary to bring the entire building into compliance with 521 CMR.

3. Administration Consolidation (Phase 2)

- “ The New Intake, Medical Unit, and Regional Lockup project, which includes the relocation of the Main Jail Intake/Release functions will make available approximately 5,000 square feet of floor area in the Main Jail (Bldg. 1E) for use to house a portion of the administrative function.
- “ Existing administrative functional areas in the Main Jail approximating 5,000 square feet are appropriately located for continued use but will be reorganized.

- “ Additional existing administrative offices are located in a modular building south of the Main Jail facility. This building is of the same construction type as the DOL building and Visitation/Receiving buildings and has exceeded its useful life. The intent is to consolidate these modular administrative offices with those at the Main Jail so that this building (7) can be vacated and demolished.
- “ The functional program for spaces which are suitable to be placed within the consolidated administrative suite require approximately 20,000 square feet of gross floor area. Some functions could be located elsewhere, however, phasing favors a single move for all.
- “ Thus, a building addition of approximately 10,000 square feet is proposed. At this size, the addition is not large and so is best suited to fit within a single story addition and the existing administrative functional area of the Main Jail. Any other solution would create separation within the department and potentially add cost for vertical circulation.
- “ The estimated cost of construction for Phase 2 is \$9,987,254.
- “ This cost is not greater than 30% of the current CAMIS value and so only areas of the project new or improved are required to be made compliant with 521 CMR. The extent of renovations is such that renovated areas are to be fully compliant.

3.0 – CAMPUS PLAN

EXISTING CONDITIONS

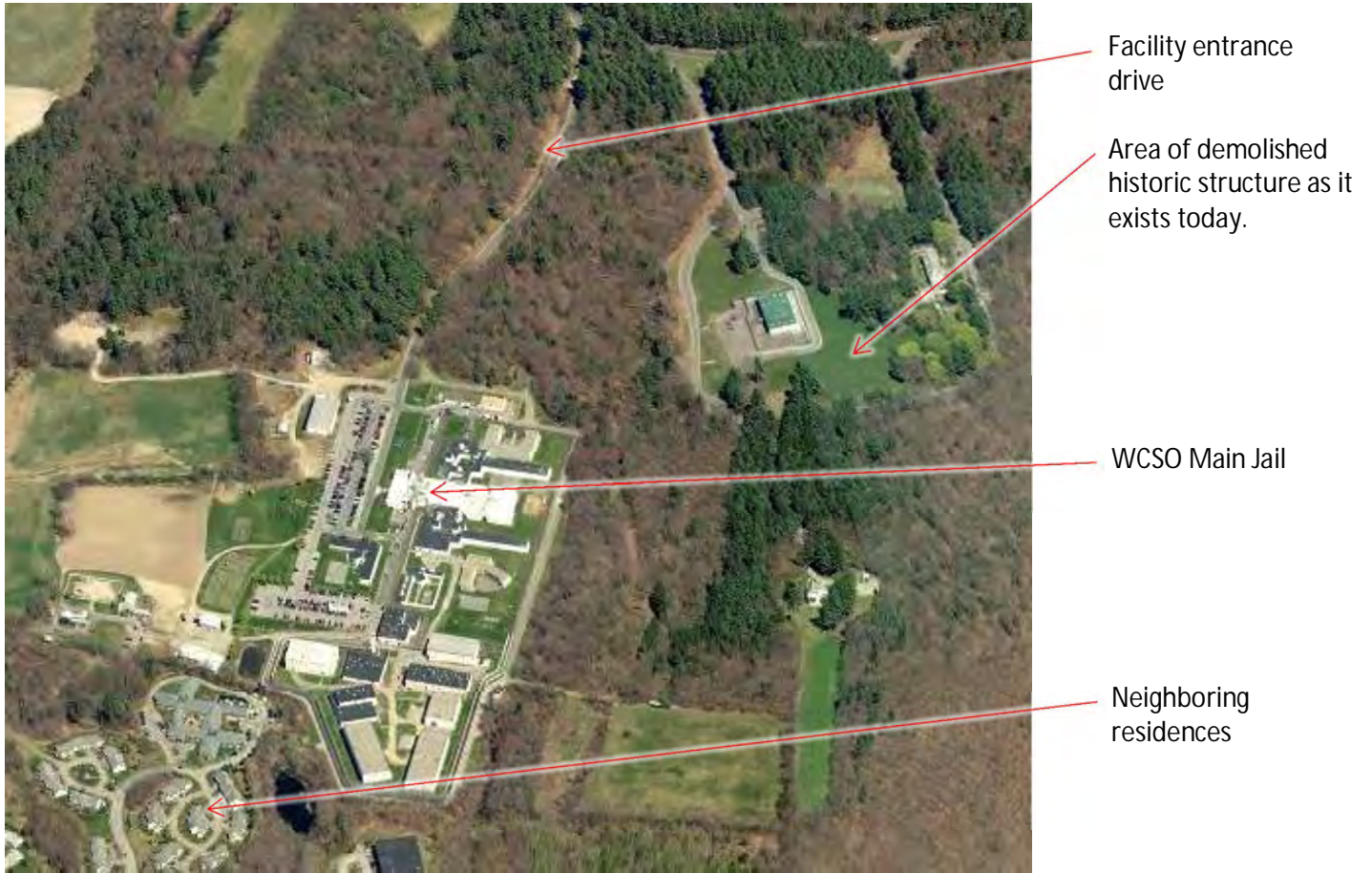


These structures have been demolished. Others visible remain.

Original Facility (Northeastern Campus)

Facilities on the West Boylston County Jail property which were constructed in approximately 1930 still exist; however, the original historic structure from that time, which was on the northeastern campus area of the site, has since been demolished.

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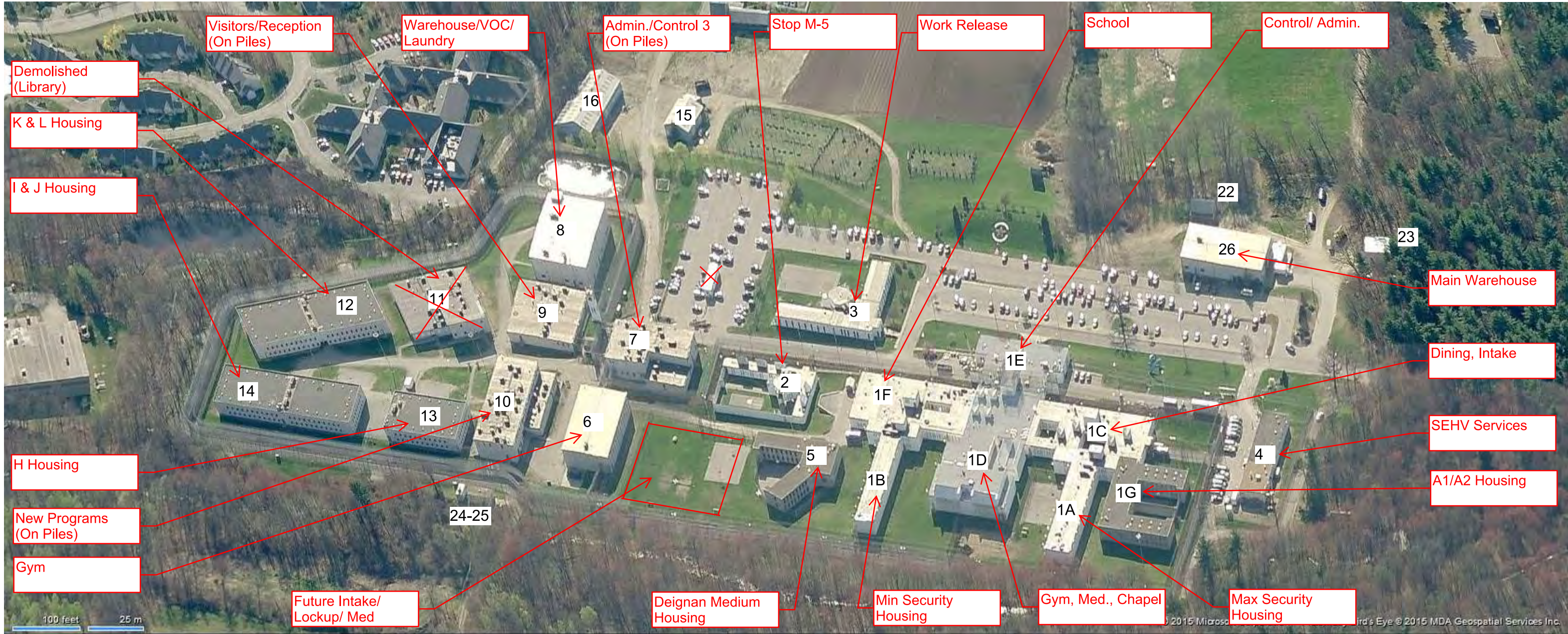


Current Facility including the northeastern campus

The current Worcester County Jail and House of Correction was constructed primarily in two major projects with the original facility structure constructed in 1973, and a major expansion in 1990. Other smaller additions were built during intervening years.

- .. c. 1930:
 - o Sheriff's House (17),
 - o Minimum Security (31),
 - o Training Center (32)
- .. unknown:
 - o Community Service (21),
- .. 1973: Main Jail (1A – 1F),
 - o Stop-Mini-5 (2), Work Release (3),
 - o SEHV Service (4),
 - o Guard Tower (27),
- .. 1984:
 - o Housing Wings A1/A2 (1G),
 - o Deignan Medium Security (5)

Building numbers repeat the designations given in the Jacobs Engineering Report. Refer to page 11 for a map.



- “ 1990:
 - Buildings Modular Gym (6),
 - Modular Administration (7),
 - Modular Warehouse/Laundry/Library (8),
 - Modular Visitation/Reception (9),
 - New Programs (10 – Former Dining/Medical),
 - Library (11 -demolished),
 - Housing K-L (12), Housing H (13),
 - Housing I-J (14),
 - Main Warehouse (26),
- “ 2002:
 - Special Needs Annex (29)

The 1990 project was configured with the intent that the facility would be managed as two independent facilities within a single security perimeter. The original jail/HOC was to operate as one and the new structures as the second. When constructed, the 1990 “modular” additions were provided with independent administration, visitation, intake/release, kitchen/dining, laundry, recreation, and health services facilities. Since that time, there has been a consolidation of meal preparation services and discontinuation of central dining. Other changes have required reattribution of building uses within different structures as the availability of space has changed.

Though the two areas of the secure facility generally continue to operate as designed in 1990, building failures have forced many changes in the “modular” buildings’ use. Building failures generally include floor structures and building exterior insulation/veneer plaster finish systems (EIFS). The detail of failures has been documented in a 2006 Facility Assessment Report by Jacobs Engineering. Affected structures include buildings 7, 9, 10, and 11. The services formerly housed in building 11 have already been relocated and the building demolished. The services within each of the remaining structures must be relocated.

In 2014, a draft long-range plan for replacement of the existing failed structures was developed by STV, Inc. based strictly on input from the Worcester County Sheriff’s Office leadership and their knowledge of the building conditions and campus operations. STV, Inc. did not study the space program or existing conditions of the campus at that time. The STV, Inc. plan is documented in an October 2014 *Powerpoint* presentation which is attached within this report’s appendix.

- “ The first priority identified by the STV draft plan was the construction of a new structure to house consolidated intake/release operations, a regional lock-up, and the modular medical/ mental health operation.
- “ The second priority identified was a renovation and/or an addition to the Main Jail which would permit the move of the Modular Administration staff to the Main Jail administrative area.

Based on this prior feasibility study and draft long range plan, two projects were undertaken by the Commonwealth:

1. Development of a certifiable study for the proposed Combined Intake, Medical Unit and Regional Lock-up. This work is ongoing under another contract and includes study of site circulation to access the new facility.
2. Development of a campus plan and study of options for a new consolidated administrative suite for the WCSO. This is the current study.

ARCHITECTURAL SPACE PROGRAM

To facilitate the study of options for phasing, a draft architectural space program was developed for all of the functional areas within structures identified for demolition. Utilizing the areas derived from this draft program, options for reattribution of spaces and the construction of new were developed.

The draft architectural space program of functional areas which are suitable for location within the consolidated administrative suite was developed in more detail and verified. This developed program was then test-fit into the existing Main Jail intake and administrative functional areas and a future addition to show how these areas might house administrative operations.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.000 ADMINISTRATION						
1.100 ADMINISTRATION						
1.101	Entry Vestibule	4-6	1	200 /area	200	Existing
1.102	Public Lobby	25	1	800 /area	800	Existing, 10 waiting
1.103	Sheriff's Office	1	1	300 /office	300	Exec adjacency
1.104	Sheriff's WC/Shower	1	1	65 /area	65	Exec adjacency
1.105	Exec. Secy.	1	1	100 worksta.	100	Exec adjacency
1.106	Secretary II	1	1	80 /worksta.	80	Exec adjacency
1.107	Special Sheriff	1	1	220 /office	220	Exec adjacency
1.108	Waiting	4	1	25 /person	100	Exec adjacency
1.109	Superintendent	1	1	220 /office	220	Exec adjacency
1.110	Public Relations	1	1	80 /worksta.	80	Exec adjacency
1.111	General Counsel	1	1	160 /office	160	
1.112	Asst. Superintendent	1	3	160 /office	480	
1.113	ADS Max/Min	1	1	120 /office	120	
1.114	ADS Max/Med A	1	1	120 /office	120	
1.115	ADS 11 x 7 Operations	1	1	120 /office	120	
1.116	Internal Affairs	2	1	240 /office	240	
1.117	Fac. Manage. Director	1	1	120 /office	120	
1.118	Director of Accreditation	1	1	120 /office	120	Accreditation adjacency
1.119	Accreditation Assist.	1	1	80 /worksta.	80	Accreditation adjacency
1.120	CFO	1	1	120 /office	120	Finance adjacency
1.121	Grants Manager	1	1	80 /worksta.	80	Finance adjacency
1.122	Budget Director	1	1	120 /office	120	Finance adjacency
1.123	Purchasing Assist.	1	1	80 /worksta.	80	Finance adjacency
1.124	Senior Clerk	1	2	80 /worksta.	160	Finance adjacency
1.125	Canteen	1	2	80 /worksta.	160	Finance adjacency
1.126	HR Director	1	1	120 /office	120	HR adjacency
1.127	Secretary II	1	1	80 /worksta.	80	HR adjacency
1.128	Waiting	4	1	25 /person	100	HR adjacency
1.129	Payroll Director	1	1	120 /office	120	HR adjacency
1.130	Senior HR Generalist	3	1	80 /worksta.	240	HR adjacency
1.131	ID Room	0	1	80 /area	80	HR adjacency
1.132	Flex Office	1	1	120 /office	120	
Subtotal Net Square Feet					5,305	
Arrange in suite similar to existing, near to lobby and public access.					Grossing Factor	1.55
						Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					8,223	
1.300 INFORMATION TECHNOLOGY						
1.301	IT Director	1	1	120 /office	120	
1.302	IT Deputy Dir.	1	1	100 /worksta.	100	
1.303	Sr. Tech Support Spec.	1	1	80 /worksta.	80	
1.304	Systems Analyst	1	1	80 /worksta.	80	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.305	Sr. MIS Tech Support	2	1	80 /worksta.	160	
Subtotal Net Square Feet					540	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					837	
1.400 SUPPORT AREAS						
1.401	Conference Room	20	1	514 /area	514	Existing
1.402	Conference Room	6-12	2	160 /area	320	
1.403	Pantry/Break Room	1-6	1	100 /area	100	
1.404	Mail/Copier/Work Room	2	1	100 /area	100	
1.405	HR Files	0	1	120 /area	120	Rolling Files - 210 lf of shelf = 3 trolleys 2' x 7'. Room 10' x 12'.
1.406	Finance Files	0	1	100 /area	100	12 file cabinets.
1.407	Office Supply Storage	0	1	100 /area	100	
1.408	Inmate Supplies	0	1	100 /area	100	
1.409	IT Electronics	0	1	64 /room	64	
1.410	Coat Closet	0	1	25 /area	25	
1.411	Staff Toilet (M/F)	1	4	50 /area	200	
1.412	Janitor Closet	0	1	20 /area	20	
Subtotal Net Square Feet					1,763	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,733	
1.500 MAIN JAIL STAFF SUPPORT (Can be outside of secure perimeter.)						
1.501	Break Room	12	1	300 /area	300	
1.502	Men's Lockers	150	1	8 /locker	1,200	
1.503	Men's Toilet/Shower	6	1	400 /area	400	
1.504	Women's Lockers	15	1	6 /area	90	
1.505	Women's Toilet/Shower	3	1	200 /area	200	
Subtotal Net Square Feet					2,190	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					3,395	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
2.000 SPECIAL SERVICES						
2.100 SPECIAL SERVICES						
2.101	Investigations	6	1	80 /workstati	480	
2.102	Special Serv. Captain	1	1	120 /office	120	
2.103	Special Serv. ADS	1	1	120 /office	120	
2.104	Disc. Hearing Board	2	1	240 /office	240	
2.105	Secretary	1	1	80 /workstati	80	
2.106	Interview	4	1	80 /room	80	
2.107	Evidence	0	1	120 /room	120	
2.108	Storage	0	1	100 /room	100	
2.109	Mail	4	1	380 /office	380	3 desks
Subtotal Net Square Feet					1,720	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,666	
2.200 DISPATCH						
2.201	Supervisor	1	1	160 /office	160	
2.202	Dispatch	2	1	240 /room	240	
2.203	Break	2	1	120 /area	120	
Subtotal Net Square Feet					520	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					806	
2.000		Total Interior Net Square Feet			2,240	
2.000		Total Interior Gross Square Feet			3,472	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
3.000 HUMAN SERVICES						
3.100 HUMAN SERVICES - MAIN JAIL						
3.101	Counselors	5	1	80 /workst.	400	
3.102	Interview	3	1	80 /room	80	
Subtotal Net Square Feet					480	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					744	
		3.000	Total Interior Net Square Feet		480	
		3.000	Total Interior Gross Square Feet		744	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boyleston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
4.000 MOD STAFF SUPPORT						
4.100	MOD STAFF SUPPORT (Can be outside of secure perimeter.)					
4.101	Classroom	30	1	35 /person	1,050	Operable wall to subdivide, Folding desks. This function can be located either in the Main Jail, or in the Modular Complex.
4.102	Break Room	12	1	300 /area	300	
4.103	Training Equipment	0	1	150 /area	150	
4.104	Men's Lockers	150	1	8 /locker	1,200	
4.105	Men's Toilet/Shower	6	1	400 /area	400	
4.106	Women's Lockers	15	1	6 /area	90	
4.107	Women's Toilet/Shower	3	1	200 /area	200	
Subtotal Net Square Feet					3,390	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					5,255	
4.200	MOD COMMAND (Inside secure perimeter.)					
4.201	Deputy ADS	1	1	120 /office	120	
4.202	Captains	3	1	80 /cubicle	240	3 captains - 3 shifts
4.203	Lieutenants	3	1	80 /cubicle	240	9 lieutenants - 3 shifts
4.204	Roll Call	20	1	35 /desk	700	classroom desks
4.205	Conference Room	6-8	1	180 /area	180	
4.206	Break Room	12	1	300 /area	300	Required only if 4.102 not accessible from this area.
Subtotal Net Square Feet					1,780	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,759	
4.000	Total Interior Net Square Feet				5,170	
4.000	Total Interior Gross Square Feet				8,014	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
5.000	NEW-MEN UNIT					
5.100	NEW-MAN UNIT					
5.101	Sallyport	1-10	1	100 /area	100	
5.102	Interview Room	6	1	180 /area	180	
5.103	Officer Workstation	1	1	60 /area	60	
5.104	Inmate Cells	2	35	80 /cell	2,800	Wet rooms, double occupancy, embeds for future double occupancy; 1 ADA.
5.105	Showers/Changing	1	8	40 /area	320	
5.106	ADA Compliant Shower/Changing	1	1	50 /area	50	
5.107	Dayroom/TV/Dining	70	1	35 /person	2,450	
5.108	Multi-Purpose/ Activities Room	16	2	200 /area	400	
5.109	Video Visitation Kiosks	1	4	15 /area	60	
5.110	Food Cart/Trash Alcove	-	1	80 /area	80	
5.111	Storage Closet	-	1	80 /area	80	
5.112	Janitor Closet	-	2	50 /area	100	
5.113	Staff Toilet	1	1	50 /area	50	
Subtotal Net Square Feet					6,730	
Grossing Factor					1.65	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					11,105	Per Unit
<i>Number of Units</i>					<i>2</i>	
5.000	Total Interior Net Square Feet				13,460	
5.000	Total Interior Gross Square Feet				22,209	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boyleston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
6.000 MOD PROGRAMS & ACTIVITIES						
6.100 MOD PROGRAMS AND ACTIVITIES ADMINISTRATION						
6.101	Private Office	1	1	120 /office	120	
6.102	Open Office Cubicles	3	1	80 /worksta.	240	
6.103	Printer/Copier/Alcove	1	1	40 /area	40	
6.104	Supply Closet	1	1	70 /area	70	
6.105	Staff Restroom	1	1	50 /area	50	
6.106	Pantry	3	1	50 /area	50	
Subtotal Net Square Feet					520	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					806	
6.200 MOD PROGRAMS AND ACTIVITIES						
6.201	Multi-Purpose/Classrooms	20	4	25 /pers.+ 100	2,400	Suitable for computer training.
6.202	Education Storage	-	1	100 /area	100	
6.203	Chapel	25	1	25 /pers.+ 150	775	Equip as classroom as backup.
6.204	Library/Book Cart Room	1	1	400 /area	400	
6.205	Religious Articles Storage Room	-	1	80 /area	80	
6.206	Security Station	1	1	80 /area	80	
6.206	Inmate Restrooms	1	4	50 /area	200	
6.207	Janitor Closet	-	1	40 /area	40	
Subtotal Net Square Feet					4,075	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					6,113	
6.300 MOD HUMAN SERVICES						
6.301	Office	5	1	80 /worksta	400	
6.302	Interview	3	1	100 /area	100	
6.302	Inmate Waiting	2	1	80 /area	80	
Subtotal Net Square Feet					580	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					899	
6.000	Total Interior Net Square Feet				5,175	
6.000	Total Interior Gross Square Feet				7,818	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
7.000	VISITATION					
7.100	VISITATION					
7.101	Inmate Sally Port	1-6	1	80 /office	80	
7.102	Officer Desk	1	1	100 /area	100	
7.103	Inmate Waiting	3	1	10 /person	30	
7.104	Secure Inmate Waiting	3	1	10 /person	30	
7.105	Inmate Search	2	2	50 /alcove	100	
7.106	Non-Contact Visitation	3	24	50 /visit	1,200	
7.107	Attorney Visit Room	1-4	2	120 /area	240	Med Screening Use
7.108	Attorney Visit Room	1-2	2	80 /area	160	
7.109	Office	1	1	160 /area	160	
7.110	Visitor Restroom	1	2	50 /area	100	
7.111	Staff Restroom	1	1	50 /area	50	
7.112	Inmate Restroom	1	1	50 /area	50	
7.113	Janitor Closet	-	1	40 /area	40	
Subtotal Net Square Feet					2,340	
Grossing Factor					1.60	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					3,744	
7.200	PUBLIC LOBBY					
7.201	Weather Vestibule	4	1	60 /area	60	
7.202	Informational Display	2	1	50 /area	50	
7.203	Waiting	15	1	280 /area	280	
7.204	Screening	2	1	40 /area	40	
7.205	Metal Detector	1	1	150 /area	150	
7.206	Visitor Sally Port	4	1	150 /area	150	
7.207	Kiosks	2	1	40 /area	40	
7.208	Public Lockers	1	40	5 /locker	200	
7.209	Video Visitation Booths	1-3	2	60 /area	120	
7.210	Public Rest Rooms	2	2	160 /area	320	
7.211	Water Cooler	1	1	20 /area	20	
7.212	Security Electronics	0	1	100 /area	100	
7.213	Janitor	0	1	40 /area	40	
Subtotal Net Square Feet					1,570	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,434	
7.000	Total Interior Net Square Feet			3,910		
7.000	Total Interior Gross Square Feet			6,178		

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

PHASING CONSIDERATIONS

Because this facility is fully operational and because it is a secure facility, options for development which require interruptions to operations or which require relocation of inmate populations are limited or non-existent. Thus, the developed Campus Plan must accommodate all functional areas within existing or new structures at each phase, and permit the work of outside contractors to be performed without compromising the safety and security of the operating secure facility.

This study began with identification of the functional areas which are needed in the completed facility. These are identified in the architectural program.

Within the constraints of the existing campus, and giving due consideration to economy, several campus layouts were evaluated for their success in meeting the circulation, operational, and phasing demands of the facility. Refer to sketches associated with project meeting on July 10, 2015.

In the development of the phasing plan, specific challenges were resolved with specific solutions.

1. The existing site circulation is complicated by the fact that there are two functional facilities on the campus. The work of the Combined Intake, Regional Secure Lock-up and Medical Unit Project (by others) is developing a different access path for intake/release.

This study considered what improvements could be made to circulation of vehicles and pedestrians on the east side of the campus. Because operations are expected to continue utilizing a dual operational approach concerning some functions and because of existing infrastructure, fundamental changes to circulation patterns on the east side of the campus were rejected by the project team. However, an important decision was made when it was resolved that because of those existing circulation patterns and their success, the new Modular Visitation and Staff Services facility must be located in the same position as the existing.

2. The Programs operation was selected as a suitable fit within the existing Modular Warehouse (Bldg 8) for safety, convenience, and cost. This move is convenient because the warehouse was originally designed to provide Programs functional spaces, it is available, and it can be occupied with limited renovations. Use of the warehouse for this function is also important for safety due to the fact that the continued use of DOL (Bldg 10) is not viable given that the structure's floor and walls are failing. As will be demonstrated, the warehouse is suitable in area for this use.
3. The existing facility's security controls system's condition was identified as a significant concern in the process of this study. Most components of the security controls system are original, and so are very old. Given that technology components have a service-life-expectancy that is short, and that technology quickly becomes antiquated and difficult to repair, this system has long outlived what one would expect to be its normal service life. Furthermore, new security systems provide many benefits for staff and prisoner safety and for staff efficiency from which the WCSO is not benefiting. Thus, replacement of this system is identified as a component of the work in the Campus Plan.

The result of this effort is a preferred solution Campus Plan which identifies seven phases of work which are to be undertaken, and which when complete will provide a facility that:

- “ Replaces existing structures which can no longer be used.
- “ Consolidates Intake/Release into a single new facility which will serve the entire campus (Main Jail and Modular).
- “ Consolidates Administration functions into a single renovated area/addition at the facility main entrance.
- “ Provides a new security control system that will enhance inmate and officer safety by providing reliable controls with integrated programming, providing full camera coverage of inmate areas for evidence, and providing a personal duress alarm system for staff and visitors so that assistance can be rendered.

The work of the Campus Plan is a necessary series of projects which will permit the facility to continue to operate as it now does. All of the improvements proposed will replace existing necessary facilities and systems with new. No additional capacity or services are included in the proposed projects.

PHASING RECOMMENDATIONS

- “ Projects to replace existing failed facilities and improve operations must follow a sequence which will allow operations to continue without interruption. Thus, several projects following a phased approach are necessary.
- “ The facility management team prefers that some existing dual operations continue as this provides flexibility in the separation of populations within the facility and decreases the amount of inmate traffic between buildings. This has worked well for the WCSO.
- “ The existing facility campus is constrained by wetlands, a housing development, agricultural land, and by the existing perimeter fence limiting building replacement site options. Due to the fact that there is sufficient vacant land within the perimeter, assuming the demolition of certain modular buildings in poor condition, it is beneficial and desirable to complete necessary improvements within the existing secure facility perimeter.
- “ Existing site functions are generally suitable in their current configuration, with parking to the east and the secured facility to the west. The need for continued use of most existing structures limits options to minor changes in the use of the site. Thus, access points for visitors and service vehicles were found to necessarily remain as-is.
- “ The preferred phasing for projects is as follows, anticipating the relocation of each operational area within the sequence. This plan identifies different project priorities than were presented in the STV Long Range Plan due to further analysis and consideration within the current Feasibility Study.
- “ Each phase will need to ensure accessibility requirements are being met.

1. Phase 1A

§ *Construct New Combined Intake-Release and Medical facility.*

§ *Move Intake/Release (both Main Jail and Modular) and Modular Medical to new Intake-Release, Medical facility.*

2. Phase 1B

§ *Renovate Modular Warehouse to accommodate Programs and Modular Human*

Services.

§ *Move Programs and Modular Human Services to Modular Warehouse.*

3. Phase 2

§ *Construct new Main Jail Administration addition at existing Main Admin (Bldg 1E).*

§ *Move current Main Jail Administration operation to completed Administration addition to enable renovation of occupied areas.*

§ *Renovate Main Jail Administration and prior Main Jail Intake/Release areas. Renovate accessible lobby entrance and visitor toilet rooms for full compliance with 521 CMR.*

§ *Move Mod Administration, Special Services, and IT staff to combined Main Jail Administration renovation and addition areas.*

4. Phase 3

§ *Renovate partially vacated “Modular Receiving/Visitation” (Bldg 9) areas to temporarily accommodate modular staff and modular visitor security-check/ waiting operations.*

§ *Move these operations to the renovated temporary visitation and mod support facilities.*

5. Phase 4

§ *Renovate Central Control and replace security electronics control system to provide state-of-the-art controls technology. This system will provide integration of video, intercom, door control, duress alarm, and card reader systems.*

§ *Move Control 3 functions to renovated central control facility.*

6. Phase 5

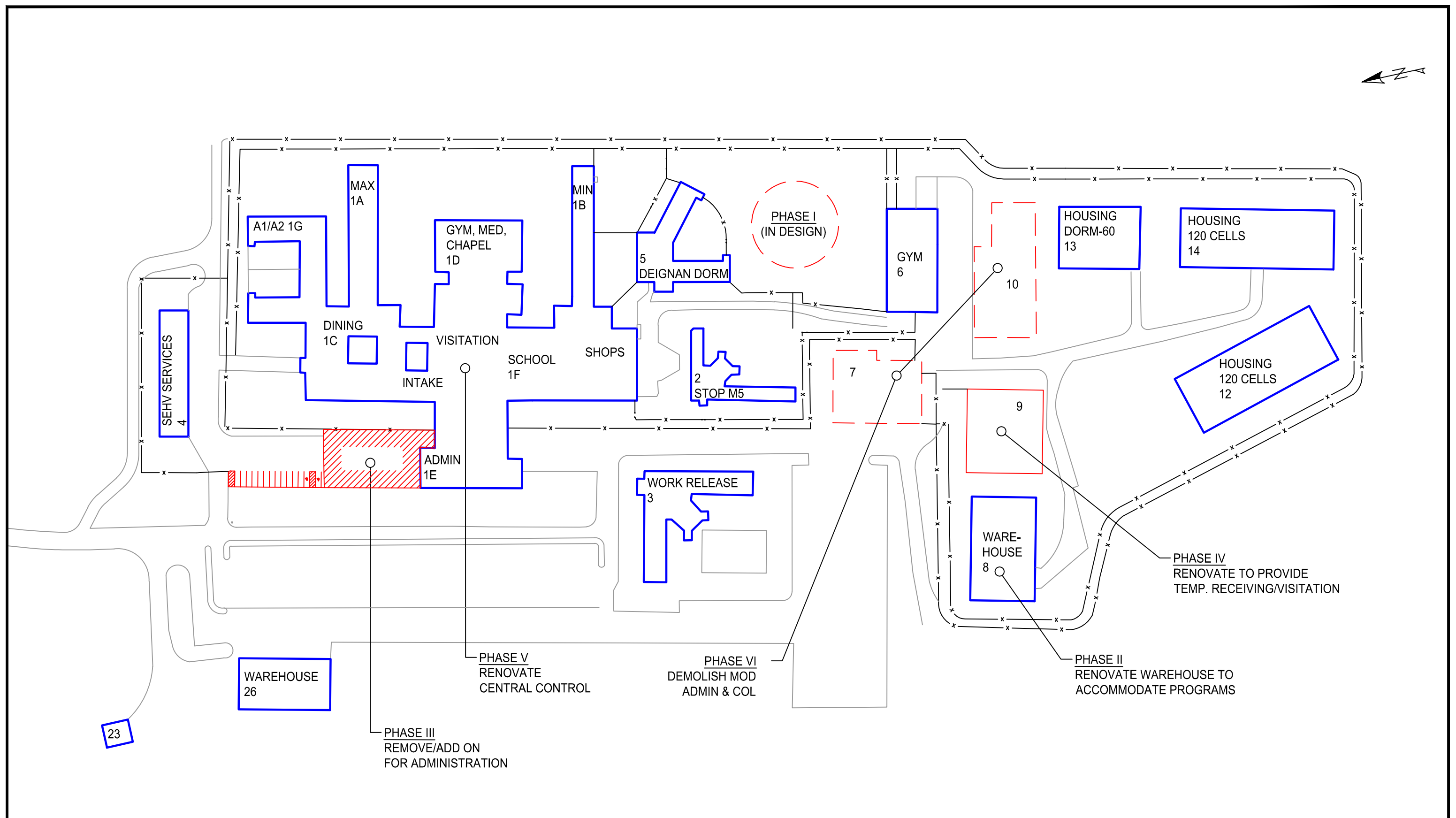
§ *Demolish DOL (Bldg. 10) and “Modular Admin” (Bldg. 7) buildings including Control 3.*

7. Phase 6

§ *Construct new Modular Visitation/Staff building on the previous site of the Modular Administrative building (Bldg. 7) and vehicle sally port.*

§ *Move modular staff, ADS, visitor security-check/ waiting operations from temporary location established in Phase 3 to new facility.*

§ *Demolish Modular Visitation/Intake/Release building (Bldg. 9).*



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 SDW1502 HS1

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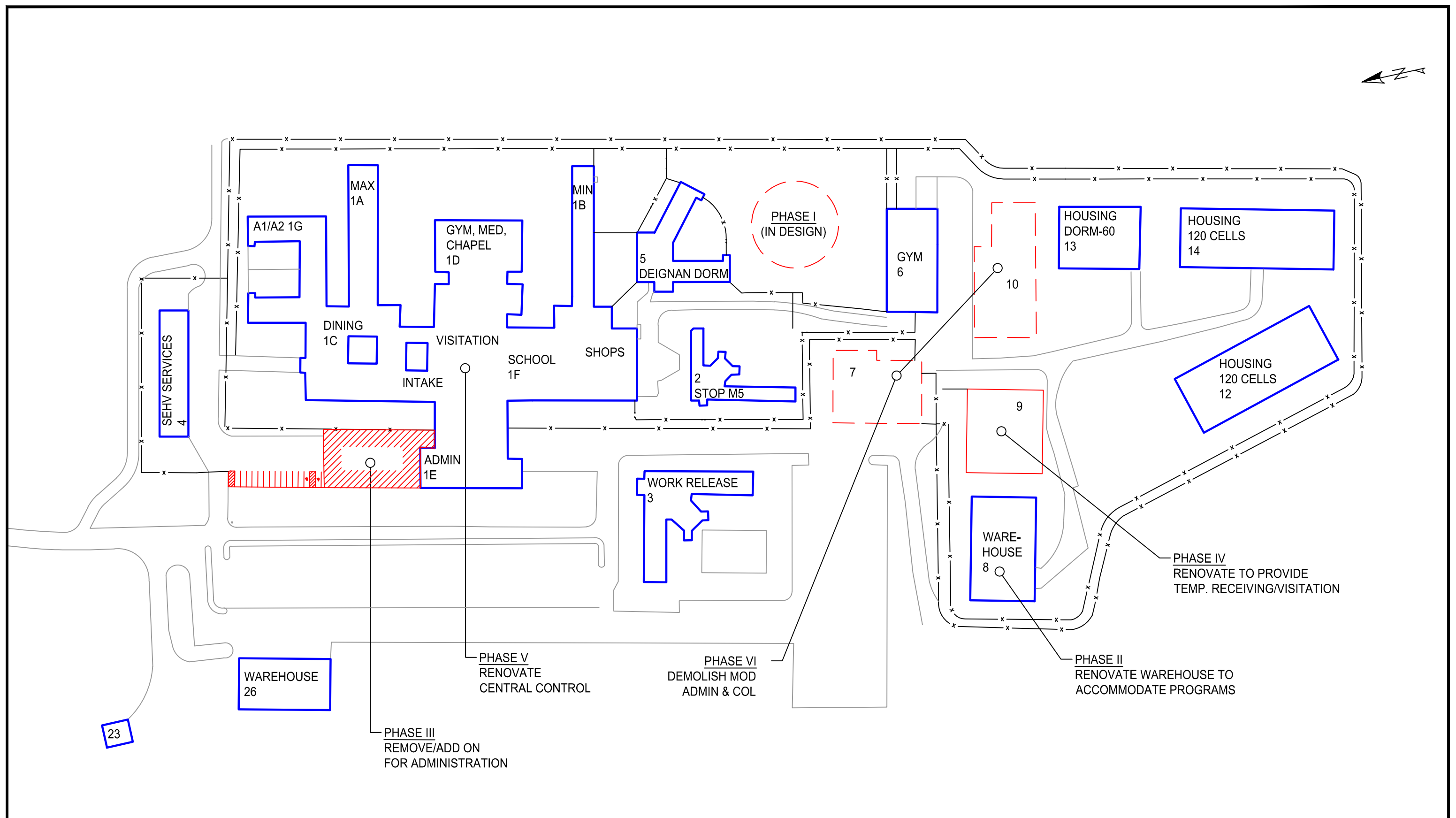
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C&C
CONSULTING ENGINEERS, LLC
 214 LINCOLN STREET, BOSTON, MA 02134

WORCESTER COUNTY SHERIFF'S OFFICE

DRAWING NO. 1 OF 2



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WORCESTER COUNTY SHERIFF'S OFFICE

DRAWING NO. 1 OF 2

4.0 - MODULAR WAREHOUSE RENOVATION

FACILITY ASSESSMENT

2006 Jacobs Facility Assessment

The 2006 Facility Assessment Report by Jacobs Engineering fully documents existing conditions at that time. Limited changes have been made to existing structures since that report, including the demolition of the Library (Bldg 11).

Existing Modular Warehouse

Work included within the Jacobs report which should be included in the scope of work for renovated areas of the Modular Warehouse for Phase 1B includes:

1. EIFS joint caulk replacement.
2. Loading dock access stair no longer usable.
3. Replace boot flashings at metal roof penetrations.
4. Insulate piping where not in place.
5. Add exit signs/ emergency fixtures.
6. Replace fire alarm.
7. Verify roof loading designed to accommodate roof-top air handlers.
8. Verify roof member design includes adequate bridging to resist uplift loads.

Updated Assessment of Existing Modular Warehouse

Architectural Assessment of Existing Modular Warehouse

Refer to Appendices for photographs of the existing facility to provide further information on the current condition of this facility.

The existing Modular Warehouse is a functional facility in generally good condition. Where components are not in good condition, it is due to the fact that most are original to the 1990 original construction and have therefore been 25 years in service. A general renovation project to improve the exterior envelope insulation value, repair broken or damaged components, and paint is due.

The most obvious need is the condition of the exterior EIFS wall system which has water stains and missing sealants. EIFS systems are typically chosen for economy and are comprised of foam insulation and an exterior applied acrylic plaster. Because they are economical, maintenance must be performed to assure long term performance. At 25 years, the existing EIFS is due for verification of fasteners performance, painting or a new plaster application, and sealants.

Accessibility Assessment of the Modular Warehouse

The Modular Warehouse has limited accessibility due to the age of its original design and due to deterioration of some components of the building. Generally, the building can be made fully accessible with reasonable expenditure.

To improve the facility to full accessibility will require a new approach walkway which provides a smooth path without bumps and other obstacles as now exist. Re-grading may be necessary to limit slopes or to provide ramps. With this in-place, door hardware and thresholds can be made compliant for successful access to the interior.

Within the interior, all renovated areas will be made fully compliant including door and passageway clearances, door hardware, toilet rooms, and the elevator. Additionally, the fire alarm system will be made compliant with current code requirements for notification devices including visual devices.

Finally, exterior exits must be modified to provide an accessible path to safety or a place of refuge. This will require some regrading and stabilization of grades to permit access.

Mechanical and Electrical Assessment of Existing Systems within the Modular Warehouse

Review of existing systems within the Modular Warehouse were performed as a component of a one-day architectural review involving input from facility personnel.

The existing mechanical system includes roof-top air handling unit(s) supplying gas-fired heat/ space-conditioning to the first floor. Where cooling is provided, it is accomplished with split-system single-room units. These serve only the area currently being utilized by IT. Second level spaces were observed to be heated with individual gas-fired unit heaters distributed throughout the warehouse. Ventilation on the second level consists of open wall louvers and fans, some of which have been blocked.

The existing Modular Warehouse is fully protected by an automated sprinkler fire suppression system, though some adjustments to that system were noted to be necessary to make it fully compliant with current code.

The existing electrical system was not assessed as a part of this study, however existing electrical systems were reported to be in excellent condition in the Jacobs Report and by operating agency personnel. Proposed renovations to the Modular Warehouse will not result in electrical demands very much different than current requirements. Existing electrical panels are expected to accommodate the circuit reconfigurations required.

The existing Modular Warehouse fire alarm system was reported to be original to the building's construction, and so is approximately 25 years in service. The Jacobs Report identifies that it is a zoned/conventionally wired system that does not meet current code requirements primarily with respect to the placement of horn/strobes. A new addressable, code compliant fire alarm system is recommended to enhance life-safety through more rapid identification of the cause of any alarm.

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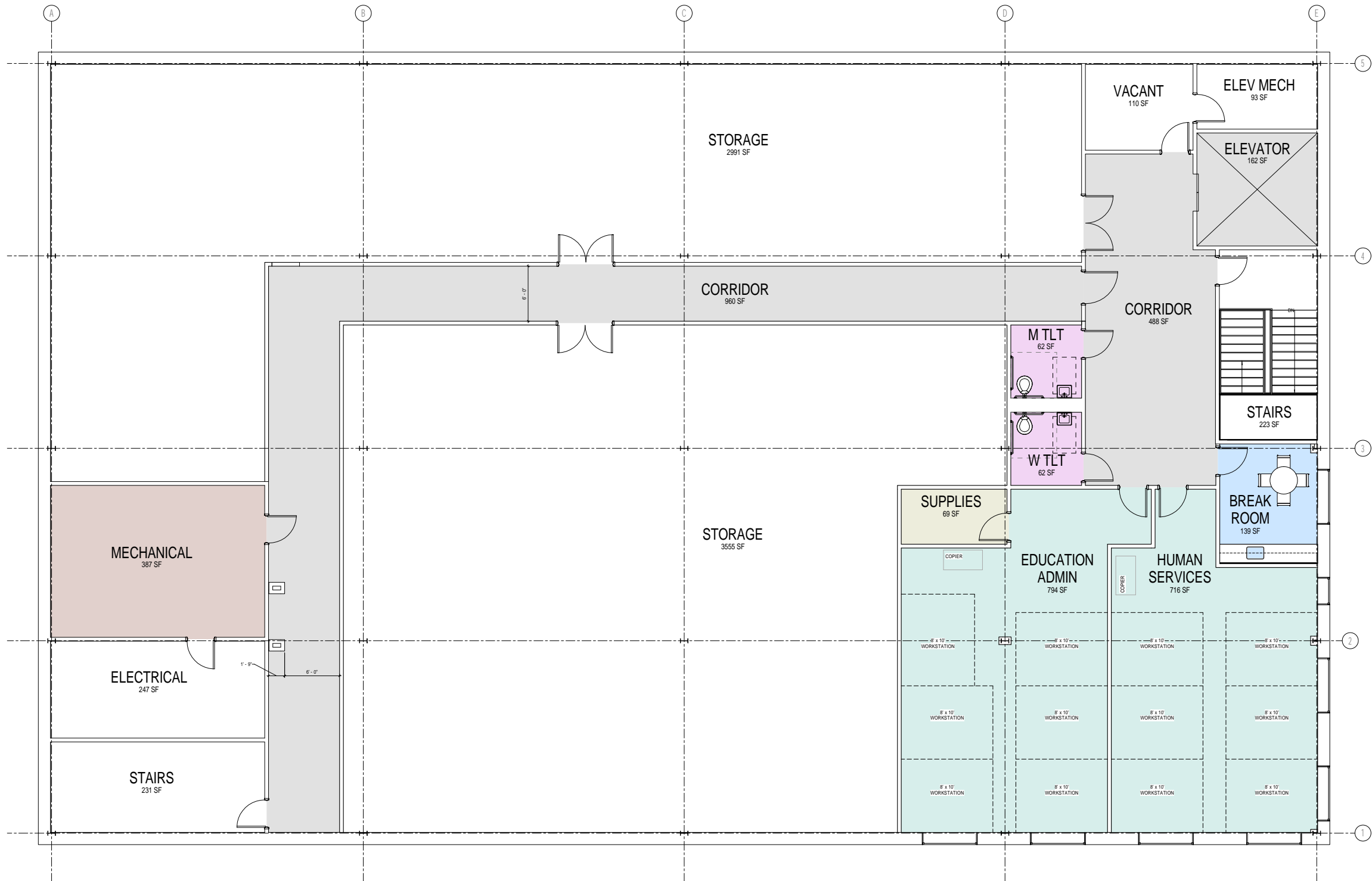
#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
6.000 MOD PROGRAMS & ACTIVITIES						
6.100 MOD PROGRAMS AND ACTIVITIES ADMINISTRATION						
6.101	Private Office	1	1	120 /office	120	
6.102	Open Office Cubicles	3	1	80 /worksta.	240	
6.103	Printer/Copier/Alcove	1	1	40 /area	40	
6.104	Supply Closet	1	1	70 /area	70	
6.105	Staff Restroom	1	1	50 /area	50	
6.106	Pantry	3	1	50 /area	50	
Subtotal Net Square Feet					520	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					806	
6.200 MOD PROGRAMS AND ACTIVITIES						
6.201	Multi-Purpose/ Classrooms	20	4	25 /pers.+ 100	2,400	Suitable for computer training.
6.202	Education Storage	-	1	100 /area	100	
6.203	Chapel	25	1	25 /pers.+ 150	775	Equip as classroom as backup.
6.204	Library/Book Cart Room	1	1	400 /area	400	
6.205	Religious Articles Storage Room	-	1	80 /area	80	
6.206	Security Station	1	1	80 /area	80	
6.206	Inmate Restrooms	1	4	50 /area	200	
6.207	Janitor Closet	-	1	40 /area	40	
Subtotal Net Square Feet					4,075	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					6,113	
6.300 MOD HUMAN SERVICES						
6.301	Office	5	1	80 /worksta	400	
6.302	Interview	3	1	100 /area	100	
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Subtotal Net Square Feet					580	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					899	
6.000 Total Interior Net Square Feet					5,175	
6.000 Total Interior Gross Square Feet					7,818	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.



Department Legend

- CIRCULATION
- GUARD
- CLASSROOM
- IT
- CHAPEL
- LIBRARY
- STORAGE/WAREHOUSE
- TOILET
- LAUNDRY



Department Legend

- CIRCULATION
- OFFICE
- STORAGE/WAREHOUSE
- TOILET
- SERVICE
- CONFERENCE

SECOND FLOOR

SCOPE OF WORK

Summary: As a component of the program analysis to verify the viability of the proposed Campus Plan, an evaluation of the existing modular warehouse was undertaken. Utilizing the program developed with the team and original floor plans of the warehouse, a concept design for the use of the warehouse to accommodate Modular Programs was performed.

Three Important Results:

- “ The space can serve the need, providing an area within this existing building for this operation. The building’s features with improvements to mechanical and fire alarm systems suit the proposed new use well.
- “ The resulting classrooms shown in this study are smaller than the space program developed by STV, Inc. as part of the SDW1501 ST1 study. This is the result of existing building constraints. This result, however, has been found to successfully accommodate the Modular Program need for classes of 25 and fewer.
- “ The building currently has several accessibility issues that will need to be addressed as a component of the renovation project. Accessibility issues include a non-compliant path of travel to the building entrance, non-compliant or absent toilet rooms, and a non-accessible elevator. Given the extent of anticipated renovations, all spaces and elements will need to be in compliance with MAAB and ADA requirements if programs and activities are moved to this building including areas that volunteers, vendors, contractors, or other members of the public may utilize.

Building Code: The existing Modular Warehouse (Building 8) structure is steel. The structure is a metal building manufacturer’s “Metal Building Systems” design with wall framing composed of Z-girts, and roof framing composed of Z-purlins. The exterior wall enclosure is corrugated metal with an Exterior Insulation and Finish System (EIFS) finish. The roof was not observed but from aerial images. Based upon information available, it is expected to be a white membrane roof over insulation on metal deck. Metal deck is supported by purlins.

The existing building is 12,185 gross square feet per floor.

The renovations proposed are substantial and nominally involve a change in use as there is no active assembly use within the existing building. The proposed chapel qualifies as an A-3 occupancy. This one room is less than 10% of the floor area, and so may be considered an accessory space. Therefore, a non-separated mixed-use occupancy classification is recommended complying with the most restrictive of B (business) and S-2 (storage) occupancies. Of these, the B occupancy is the more restrictive. At this time, only minor originally constructed components are anticipated to not be made fully compliant with existing codes. Once a full design is undertaken, a full code study will be required.

Based upon its construction without protective fire-proofing, it is reasonable to assess that the structure qualifies as Construction Type 2B under 780 CMR (building code). The building size and use, with existing fire sprinkler protection, complies with current building code.

Other building code requirements appear to be compliant including egress systems.

Accessibility: The existing Modular Warehouse is not fully compliant with state and federal accessibility regulations. All new work will comply with 521 CMR, Title II of the ADA and the 2010 Standards for Accessible Design.

Accessibility improvements required in Phase 1B must include improving the path of travel to the modular building entrance, a fully compliant accessible entrance for civilian and staff use, fully compliant accessible toilet rooms for both inmates and civilians, and a fully accessible high and low drinking fountains where provided. These items are required as a result of the renovation exceeding \$100,000 according to 521CMR Section 3.3.1. Additional accessibility improvements must include work to the existing freight elevator and stairs to the second floor as required by 521CMR Section 3.4, Change in Use. Should the total cost of renovations plus the cost of any work performed in the 36 months prior to issuance of the building permit for renovation exceed 30% of the CAMIS value of the building, the entire building must be brought into compliance with the current revision of 521CMR as required by 521CMR Section 3.3.2.

Title II of the ADA requires that all programs and activities be accessible. Renovations must comply with the 2010 Standards for Accessible Design. Where the MAAB and ADA requirements differ, the more stringent requirement must be met. Where alterations are made to a “primary function” of a building, in this case the first and second floors of the Modular Warehouse, an accessible path of travel is required unless the costs for these changes are disproportionate. The costs for added alterations to the path of travel are considered disproportionate if they exceed 20% of the cost of the alteration to the primary function area. As many accessibility improvements as possible should be implemented within the 20% limit. It is expected that improvements will make the facility fully accessible.

Demolition: This solution proposes full demolition of partitions, finishes, mechanical equipment, and electrical equipment within the area of modifications in order to reconfigure these spaces for new programmed spaces. Fire sprinkler components, piping, main ductwork, panelboards and other infrastructure will remain for modification and reuse.

Most second level areas to be renovated are enclosed in chain-link fencing. This will be removed to accommodate new work. Existing unit heaters in the same area will be removed. Ductwork serving the existing air handler will be removed.

Concrete: Concrete work will be limited to site work components including walks, ramps, and steps at the existing loading dock.

Metals: To accommodate new roof-top air handlers, roof framing will be enhanced for the weight of the new unit. Additionally, an assessment of the need for bridging on existing roof framing is

recommended as a component of the work of this project. See the Jacobs Report for additional information in this regard.

Wood: The use of wood products will be limited because renovations and additions are expected to be of non-combustible construction. Blocking will be concealed within protective assemblies or incorporated into the roof assembly. Cabinetry will be of particleboard panels and plastic laminate. Countertops will be solid surfacing. Door and panel edges will be PVC.

Thermal/Moist: The building enclosure will generally be unimproved except as follows:

- “ Exterior walls will be cut to permit the installation of windows where indicated. Wall system girts will be added to frame these openings, and EIFS will be refinished to suit new window frames providing a tight seal.
- “ Exterior EIFS joints will be cleaned and receive new sealant.
- “ The existing metal roofing system will be modified as needed to accommodate new roof curbs suitable for a new air handling unit.
- “ The exterior EIFS finish of the building will be painted.
- “ Roof rubber boot flashings will be replaced with new.

Sealants will generally be silicone products.

Openings: Exterior fixed windows will be thermally broken aluminum systems similar to Kawneer 451T products with a Fluoropolymer finish.

Glass will be 1” insulated glass units with a low-e exterior clear pane, noble gas interstitial space, and an interior glass clad polycarbonate clear pane.

Interior doors in staff and inmate areas will generally be 5-ply wood veneer doors in commercial hollow metal frames. Door hardware will be equipped with security fasteners and be vandal-resistant. Closers will be within the door heads. Locks will be full mortise vandal-resistant or security grade locks. Cylinders will match existing keyways.

Finishes: Exterior finish on EIFS will be Thorocoat or similar.

Interior partitions will be framed with one layer of gypsum full height. Partitions below ceilings will be three layers (2 + 1) of type X gypsum board with the exterior layers comprised of vandal resistant board in inmate areas. Interior finishes on walls will be acrylic paint. Flooring/base will generally be rubber, except within administrative office areas on the second level where carpet will be provided. Toilet rooms will receive epoxy paint and seamless epoxy flooring and base.

Ceilings within staff areas will be standard fissured acoustic tile in a 2x 2’ grid. Ceilings in inmate accessible areas will be standard fissured acoustic tile in a 2 x4’ grid, except within classrooms where ceilings will be a high NRC fiberglass acoustic tile in a 2x 4’ grid. Inmate accessible ceilings

will all be no less than 10' above finished floor and receive hold-down clips. As an alternative, mineral fiber (rock-wool) ceiling panels with a high noise reduction coefficient may be specified.

Specialties: Classrooms will be provided with special paint on walls to permit dry-erase marker use, and for projection. Large screen televisions are recommended in place of projectors as owner provided equipment.
Toilet accessories will include stainless steel grab-bars, framed mirrors, and sanitary product dispensers. Toilet accessories within inmate toilet rooms will be detention grade with concealed or security fasteners. Dispensers within staff toilet rooms will be provided by the product manufacturers and installed by contractor.

Interior placard signs will be provided typically at interior doors to identify room use and number.

Furnishings: Window coverings within staff areas will be 1" blinds at all exterior windows. Classroom window coverings will be roller shades for room darkening if projectors are utilized.

Elevator: The existing elevator will remain in operation but will be equipped with new entrances on the cab and at each floor. Operator controls will be replaced for full accessible operation. Cab finishes will be provided including wall panels, a ceiling, and rubber flooring. Lighting will be replaced.

Fire Prot.: The building is fully sprinkled and monitored. Existing sprinkler locations will be modified to correlate with new space divisions. The existing ceiling plenum is expected will exceed 18" in height and require sprinkler heads above the ceilings, which will be added. Sprinkler heads in renovation areas will be fully-concealed where in finished ceilings. Sprinkler heads within inmate toilet rooms and other spaces not monitored by staff will be detention grade.

Plumbing: Sewers will be cast iron. Water piping will be type L copper with sweat fittings.

Plumbing fixtures will include commercial floor mounted china toilets with low water use automatic flush valves, hanger mounted accessible lavatories, and stainless steel break room sinks. Faucets will be commercial grade, hot and cold, accessible touch-less chrome fittings.

HVAC: Mechanical Systems are anticipated will be modified or installed as follows:

- Remove the existing rooftop AHU and replace it with a new 40-ton multi-zone gas fired AHU with DX cooling to serve existing ducted areas on the first floor (former classrooms) and the new office area on the second floor. Ductwork will be replaced as required to insulate ductwork against condensation, and to serve the larger occupied area.
- Replace existing boiler with a new gas-fire high efficiency condensing boiler.
- Provide new insulated ductwork for supply and return to the unit. The system will be a combination multi-zone air handler with some VAV control for individual room control.

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- Electrical:** The existing electrical system has sufficient capacity to support a renovation and new office/classroom areas. Renovation areas will be provided with new wiring, devices, and vandal resistant LED lighting fixtures.
- Telecom:** Telecommunications cabling with 2 duplex terminations within each area will be provided. Cabling will be routed to the teledata closet through conduit at inaccessible locations, and on J-Hooks where ceilings provide access. A rack will be provided to terminate all cabling and facilitate connection to servers/switches. Cover plates will be stainless steel with security fasteners and devices commercial grade.
- Elect Safety:** The existing fire alarm system will be replaced with a new addressable fire alarm system.
- Exterior emergency exit and access doors will be equipped to permit the later installation of a card reader access system. 12 doors are anticipated to require controls.
- Cameras will be added at the exterior approach to the building and within all inmate areas within the building. 26 cameras are anticipated. These will be added to the existing camera system, but will be digital with converters as needed to permit temporary operation prior to a full digital video system replacement project. Digital recording will be provided as a part of this project.
- Earthwork:** Required earthwork will include regrading of the approach to the building to provide accessibility for persons with disabilities. New accessible walks and ramps will be provided.
- The existing dock steps will be removed and replaced with new accessible steps and a ramp.
- Exterior:** Plantings will be limited to lawns. Pavements will be 2.5" asphaltic concrete on a base of 6". Ramps and steps will be concrete slabs on grade with concrete edge walls to provide a curb and rail support. Railings will be provided as required by building and accessibility codes.
- The existing control fence gate on the approach to the warehouse will be replaced with a new remote operating controlled lock and intercoms. A second fence will be provided with a manual swing gate to the west of the warehouse east entrance to limit inmate access to the door only. The fence will be 8' height with a single 24" razor coil.

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COSTS

2016 CAMIS Values

Mod Warehouse (Bldg Code 322SDWPB18)	17,640 GSF	\$6,028,214.43
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Construction Costs

Renovations of the warehouse can be performed at any time given that the use of the warehouse is limited at this time. IT will need to move or adapt to a smaller area, and existing stored materials will need to be moved elsewhere or to the second level. Access to this area and security procedures will also be relatively simple.

Existing Warehouse Renovations	<u>\$4,074,113</u>
Total Estimated Cost of Construction (TCC)	\$4,074,113

Total Project Cost (TPC)²	\$
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² Provided by DCAMM Programming Project Manager. Based on TPC Builder dated XXXX.



ASSOCIATES

DCAMM

Worcester County Jail and House of Correction

Phase IB, Warehouse Renovation

SDW1502 HS1

Feasibility Estimate

05-26-2016

Architect: SMRT



ASSOCIATES

Architect: SMRT

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

05-26-2016

BASIS OF CONSTRUCTION COST ESTIMATE

Estimate Overview

1. This construction cost estimate is based on the review of Feasibility Estimate drawings (dated 02-05-2016) prepared by SMRT
2. The scope of work includes the following:
 - A. Renovation of existing 10,397 GSF of existing space

Estimate Preparation

1. Mark-ups above and beyond the direct costs of work were carried for this project, and include the following:

Design Contingency	15.00%
Estimating Contingency	3.00%
Construction Contingency, Carried by DCAMM	0.00%
General Conditions & General Requirements	13.00%
Escalation Contingency based on midpoint of construction of December 2017 @ 4.5% per annum	6.00%
General Contractor's Fee	5.00%

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Total Estimated Construction Cost (ECC)

Area of Work	Cost/SF	Cost
		05-26-2016
A Renovation of existing Warehouse Facility	\$ 264.02	2,745,013
Subtotal for Direct Costs		\$ 2,745,013
Design Contingency	15.00%	411,800
Estimating Contingency	3.00%	82,400
Construction Contingency, Carried by DCAMM	0.00%	-
General Conditions & General Requirements	13.00%	421,100
Escalation Contingency based on midpoint of construction of December 2017 @ 4.5% per annum	6.00%	219,700
General Contractor's Fee	5.00%	194,100
Total Estimated Construction Cost (ECC)		\$ 4,074,113
Total ECC from above per work area		
A Renovation of existing Warehouse Facility	\$ 391.85	4,074,113
Reference GSF's for project		
Renovation of existing Administrative Offices		10,397
Total GSF		10,397

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

	Total Program Area	GFA 10,397	Cost/SF	Individual Elements Subtotal	Est. Cost
A	Substructure		\$1.46		\$15,200
A10	Foundations			\$15,200	
	A1030 Slab on Grade			15,200	
B	Shell		\$19.30		\$200,620
B20	Exterior Enclosure			\$195,620	
	B2010 Exterior Walls			182,620	
	B2030 Exterior Doors			13,000	
B30	Roofing			\$5,000	
	B3010 Roof Coverings			5,000	
C	Interiors		\$60.07		\$624,584
C10	Interior Construction			\$357,090	
	C1010 Partitions			245,120	
	C1020 Interior Doors			87,000	
	C1030 Fittings			24,970	
C30	Interior Finishes			\$267,494	
	C3010 Wall Finishes			76,465	
	C3020 Floor Finishes			91,853	
	C3030 Ceiling Finishes			99,176	
D	Services				
D10	Elevator		\$5.07	\$52,700	\$52,700
	D1010 Elevator			52,700	
D20	Plumbing		\$10.19	\$105,973	\$105,973
	D2010 Plumbing Fixtures			12,400	
	D2020 Domestic Water Distribution			72,779	
	D2030 Sanitary Waste			20,794	
D30	HVAC		\$62.63	\$651,123	\$651,123
	D3020 Heat Generating Systems			245,640	
	D3040 Distribution Systems			218,337	
	D3050 Terminal and Package Units			103,970	
	D3060 Controls and Instrumentation			72,779	
	D3070 Systems Testing and Balancing			10,397	
D40	Fire Protection		\$6.00	\$62,382	\$62,382
	D4010 Sprinklers			62,382	
D50	Electrical		\$69.01	\$717,461	\$717,461
	D5010 Electrical Service and Distribution			161,154	
	D5020 Lighting and Branch Wiring			140,360	
	D5030 Communications and Security			415,948	
E	Equipment and Furnishings		\$2.31		\$24,000
E10	Equipment			\$10,000	
	E1010 Commercial Equipment			10,000	
E20	Furnishings			\$14,000	
	E2010 Fixed Furnishings			14,000	
F	Special Construction & Selective Building Demolition		\$11.15		\$115,970
F20	Building Elements Demolition			\$115,970	
	F2010 Building Elements Demolition			115,970	
G	Sitework		\$16.83		\$175,000
G10	Earthwork			\$18,000	
	G1010 Earthwork			18,000	
G20	Site Improvements			\$157,000	
	G2010 Site Improvements			157,000	
Subtotal for Direct Costs of Work Above			264.02		\$2,745,013

05-26-2016

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
A	001	SUBSTRUCTURE				
A1030	002	Slab on Grade				\$15,200
	003	Slab repairs for UG plumbing work	800	SF	\$19.00	\$15,200
	004					
	005					
B	006	SHELL				
B10	007	SUPERSTRUCTURE				
B20	008	ENCLOSURE				\$182,620
	009	New window system	514	SF	\$130.00	\$66,820
	010	Exterior repairs and paint	1	LS	\$50,000.00	\$50,000
	011	New steel framing for roof mounted HVAC equipment	6	TN	\$6,800.00	\$40,800
	012	Supplemental roof bridging requirements, allowance	1	LS	\$25,000.00	\$25,000
	013					
B2030	014	Exterior Doors				\$13,000
	015	Hollow metal door & frame				
	016	Single	1	EA	\$3,000.00	\$3,000
	017	Aluminum door				
	018	Exterior entrance storefront doors	1	EA	\$10,000.00	\$10,000
	019					
	020					
B30	021	ROOFING				
B3010	022	Roof Coverings				\$5,000
	023	Roof patching from new MEP equipment	1	LS	\$5,000.00	\$5,000
	024					
	025					
C	026	INTERIORS				
C10	027	INTERIOR CONSTRUCTION				
C1010	028	Partitions				\$245,120
	029	New GWB partitions	758	LF	\$270.00	\$204,660
	030	New aluminum framed interior storefront system, 8'0"H	476	SF	\$85.00	\$40,460
	031					
	032					
C1020	033	Interior Doors				\$87,000
	034	New hollow metal door & frame, double leaf, interior	3	EA	\$5,000.00	\$15,000
		New wood door & frame, single leaf w/ vision panel, interior				
	035		24	EA	\$3,000.00	\$72,000
	036					
	037					
C1030	038	Fittings				\$24,970
	039	Room Signage	27	EA	\$110.00	\$2,970
	040	Toilet accessories	1	LS	\$7,000.00	\$7,000
	041	Window blinds	1	LS	\$15,000.00	\$15,000
	042					
	043					
C30	044	INTERIOR FINISHES				
C3010	045	Wall Finishes				\$76,465
	046	Interior wall painting	31,191	SF	\$1.65	\$51,465
	047	Ceramic tiling, to bathroom walls, 8'0"H	800	SF	\$20.00	\$16,000
	048	Specialty wall paint	1,500	SF	\$6.00	\$9,000
	049					
	050					
C3020	051	Floor Finishes				\$91,853
	052	New flooring, rubber	8,677	SF	\$9.00	\$78,093
	053	New flooring, carpet	1,720	SF	\$8.00	\$13,760
	054					
	055					
C3030	056	Ceiling Finishes				\$99,176
	057	New ACT ceilings, through renovated building	10,397	SF	\$8.00	\$83,176
	058	Soffits	800	SF	\$20.00	\$16,000
	059					
	060					

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
D10	061	ELEVATOR				
D1010	062	Elevator				\$52,700
	063	Elevator car control panel	1	EA	\$6,500.00	\$6,500
	064	Chase door, replace	2	EA	\$15,800.00	\$31,600
	065	Car door, replace	1	EA	\$14,600.00	\$14,600
	066					
D20	067	PLUMBING				
D2010	068	Plumbing Fixtures				\$12,400
	069	Water Closets	5	EA	\$1,200.00	\$6,000
	070	Lavatories	5	EA	\$1,100.00	\$5,500
	071	Sink to break areas	1	EA	\$900.00	\$900
	072					
	073					
	074	Domestic Water Distribution				\$72,779
	075	Misc water distribution	10,397	SF	\$7.00	\$72,779
	076					
	077					
	078	Sanitary Waste				\$20,794
	079	Misc sanitary waste piping	10,397	SF	\$2.00	\$20,794
	080					
	081					
D30	082	HVAC				
D3020	083	Heat Generating Systems				\$245,640
	084	Demo				
	085	Misc demo	1	LS	\$10,000.00	\$10,000
	086	New				
	087	Heating systems	10,397	SF	\$12.00	\$124,764
	088	New Boiler and tank	1	EA	\$23,700.00	\$23,700
	089	New Hot water heater	1	EA	\$4,000.00	\$4,000
	090	Cooling systems	10,397	SF	\$8.00	\$83,176
D3040	091					
	092	Distribution Systems				\$218,337
	093	Ductwork	10,397	SF	\$21.00	\$218,337
	094					
D3050	095					
	096	Terminal & Package Units				\$103,970
	097	VAV boxes, fan coils etc	10,397	SF	\$10.00	\$103,970
	098					
D3060	099					
	100	Controls & Instrumentation				\$72,779
	101	DDC systems	10,397	SF	\$7.00	\$72,779
	102					
D3070	103					
	104	Systems Testing and Balancing				\$10,397
	105	Testing & balancing	10,397	SF	\$1.00	\$10,397
	106					
D40	107					
D4010	108	FIRE PROTECTION				
	109	Sprinklers				\$62,382
	110	Rework extg system for new layout	10,397	SF	\$6.00	\$62,382
	111					
D50	112					
D5010	113	ELECTRICAL				
	114	Electrical Service & Distribution				\$161,154
	115	Electrical Service and Distribution upgrades	10,397	SF	\$5.00	\$51,985
	116	Panels & feeders	10,397	SF	\$6.00	\$62,382
	117	Outlets & switches	10,397	SF	\$1.50	\$15,596
	118	MEP power wiring	10,397	SF	\$3.00	\$31,191
	119					

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
D5020	120					
	121	Lighting & Branch Wiring				\$140,360
	122	Lighting furnish	10,397	SF	\$10.00	\$103,970
	123	Lighting install	10,397	SF	\$2.00	\$20,794
	124	Lighting control systems	10,397	SF	\$1.50	\$15,596
	125					
D5030	126					
	127	Communications & Security				\$415,948
	128	Fire alarm	10,397	SF	\$7.00	\$72,779
	129	Teldata roughin	10,397	SF	\$2.00	\$20,794
	130	Teldata wiring & equipment	10,397	SF	\$6.00	\$62,382
	131	Security roughin	10,397	SF	\$2.50	\$25,993
	132	Security equipment, door access	12	EA	\$5,500.00	\$66,000
	133	Security equipment, cameras	26	EA	\$6,000.00	\$156,000
	134	Connections of new security doors to central control incl card readers & push button control, by others	2	EA	\$0.00	\$0
	135	New security cameras at each entrance	3	EA	\$4,000.00	\$12,000
	136					
E	137					
E10	138	EQUIPMENT & FURNISHINGS				
E1010	139	EQUIPMENT				
	140	Commercial Equipment				\$10,000
	141	Projection Screens	5	EA	\$2,000.00	\$10,000
	142					
E20	143					
E2010	144	FURNISHINGS				
	145	Fixed Furnishings				\$14,000
	146	Guard desk	1	EA	\$8,000.00	\$8,000
	147	Break room	1	LS	\$6,000.00	\$6,000
	148					
F	149					
F20	150	SPECIAL CONSTRUCTION & DEMOLITION				
F2010	151	SELECTIVE BUILDING DEMOLITION				
	152	Building Elements Demolition				\$115,970
	153	Interior demolition	10,397	SF	\$10.00	\$103,970
	154	Slab demo for new UG plumbing work	800	SF	\$15.00	\$12,000
	155					
G1010	156					
	157	Earthwork				\$18,000
	158	Misc site coordination	1	LS	\$18,000.00	\$18,000
	159					
G20	160					
G2010	161	Site Improvements				
	162	Site Improvements				\$157,000
	163	Ramps and walks improvements	1	LS	\$35,000.00	\$35,000
	164	Grassed area restoration	1	LS	\$5,000.00	\$5,000
	165	Control fence gate w/ control and intercom system	1	EA	\$35,000.00	\$35,000
	166	Fence including modifications for new manual swing gate	1	EA	\$82,000.00	\$82,000
	167					
	168					
	169					
TOTAL						\$2,745,013

5.0 - ADMINISTRATIVE OFFICE CONSOLIDATION

FACILITY ASSESSEMENT

2006 Jacobs Facility Assessment

The 2006 Facility Assessment Report by Jacobs Engineering fully documents existing conditions at that time. Limited changes have been made to existing structures since that report, including the demolition of the Library (Bldg 11).

Existing Main Jail Administration Area

Work identified within the Jacobs report which should be included in the scope of work for renovated areas of the Main Jail Admin area for Phase 2 - Administrative Offices Consolidation of the Campus plan includes:

1. Control joint caulk replacement.
2. Glazing compound replacement.
3. Insulate water piping where insulation is missing.
4. Provide accessible toilet facilities.
5. Provide fire sprinklers.
6. Replace major electrical components such as panels, switches, etc.
7. Replace interior and exterior lighting.
8. Replace fire alarm with addressable system

Updated Assessment of Existing Main Jail Administrative Area

Architectural Assessment of Existing Main Jail Administration Area

Refer to Appendices for photographs of the existing facility to provide further information on the current condition of facilities.

The existing Main Jail administrative suite remains functional though most of its finishes and systems are due for replacement. In general, this area has been adequately maintained and is suitable for reuse as a part of a consolidated administrative suite. It has been assumed that the scope of work would result in new finishes, doors/hardware, cabinetry, toilet partitions and other specialties within the renovation area as well as accessibility upgrades for employees and visitors. (See below.)

The existing construction for this area of the facility is composed of walls, columns and roofs of cast-in-place concrete. In a one-day tour of the area, there were no apparent signs of structural settlement or degradation which would require repair.

Accessibility Assessment of the Main Jail Administration Area

Currently, there is no fully compliant, accessible entryway to the Main Jail Administrative Area. A non-compliant ramp on the south side of the Administration Area leads to a level entrance with insufficient wheelchair maneuvering space at the exterior vestibule door. The north side of the Administration Area includes the vehicular sally port which also has a non-compliant entryway. A third non-compliant door is located inside the secure perimeter on the south facade, exiting the school (1F). This door provides a route for inmate, civilian, and staff to other buildings.

The Visitor Waiting Area includes four non-compliant men's and women's toilet rooms, though two were originally intended to be accessible. A non-compliant drinking fountain is provided in waiting area. These non-compliant features are documented in an Accessibility Survey for DCAMM Project CSU0401-HS1 dated May 23, 2012 (included within the appendix). Improvements to these non-compliant elements are included within projects of the overall master plan for the campus. Improvements to the Administration Area and visitor access path are included in Phase 2.

Mechanical Assessment of Existing Systems within Main Jail Administration Area

The majority of the proposed renovated area is served by a constant-volume air handling unit (AHU) located in the penthouse. The existing AHU is approximately 20,000 CFM and provides heating, cooling and ventilation to the Administration Area offices. The unit is provided with a hot and cold air deck. The hot water is provided by the boiler system located in the Secure Entrance Heating and Ventilation (SEHV) Services building (Bldg. No. 4). Chilled water served by a dedicated 60-ton chiller. The air is then distributed to 14 zones. The majority of the ductwork serving the area is original. Exterior offices are also provided with fin tube radiation also from the boiler. The AHU is original to the building and so is beyond its anticipated life expectancy. The chiller is also original, and was equipped with new compressors last year.

The existing intake/release area is provided with a dedicated heat/air conditioning unit (AC). The AC unit provides heating and cooling to the space. Heating is provided via the boiler system located in SEHV Services and cooling is provided via a dedicated 15 Ton DX unit. The unit does not provide any fresh air ventilation to the area. The space is a single zone and users report that temperature control has been an issue. There are also reports that the unit is being manually turned off at times due to occupant discomfort. Additionally, the air damper in the records-administrative area has been closed due to temperature issues.

Several local exhaust fans are scattered on the roof that serve the locker rooms, rest rooms, generator room and electrical rooms. The existing fresh air intakes for the generator room are located on a wall that is proposed to be an interior shaft wall as shown in the plans for the new addition.

The boiler plant located in the SEHV building house feeds the administration building. The boiler plant consists of (2) Cleaver Brooks CB700-80 boilers rated for 3,347,000 BTU input and (1) Cleaver Brooks CA-1700-150LE boiler rated 6,123,500 BTU input. Hot water piping feeds the administration building via exterior above-ground piping. This pipe blocks off a portion of the transportation and vehicle maintenance area parking lot and also blocks a potential throughway to the perimeter access road. The water plant appears to have adequate capacity.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes	
1.000 ADMINISTRATION							
1.100 ADMINISTRATION							
1.101	Entry Vestibule	4-6	1	200 /area	200	Existing	
1.102	Public Lobby	25	1	800 /area	800	Existing, 10 waiting	
1.103	Sheriff's Office	1	1	300 /office	300	Exec adjacency	
1.104	Sheriff's WC/Shower	1	1	65 /area	65	Exec adjacency	
1.105	Exec. Secy.	1	1	100 worksta.	100	Exec adjacency	
1.106	Secretary II	1	1	80 /worksta.	80	Exec adjacency	
1.107	Special Sheriff	1	1	220 /office	220	Exec adjacency	
1.108	Waiting	4	1	25 /person	100	Exec adjacency	
1.109	Superintendent	1	1	220 /office	220	Exec adjacency	
1.110	Public Relations	1	1	80 /worksta.	80	Exec adjacency	
1.111	General Counsel	1	1	160 /office	160		
1.112	Asst. Superintendent	1	3	160 /office	480		
1.113	ADS Max/Min	1	1	120 /office	120		
1.114	ADS Max/Med A	1	1	120 /office	120		
1.115	ADS 11 x 7 Operations	1	1	120 /office	120		
1.116	Internal Affairs	2	1	240 /office	240		
1.117	Fac. Manage. Director	1	1	120 /office	120		
1.118	Director of Accreditation	1	1	120 /office	120	Accreditation adjacency	
1.119	Accreditation Assist.	1	1	80 /worksta.	80	Accreditation adjacency	
1.120	CFO	1	1	120 /office	120	Finance adjacency	
1.121	Grants Manager	1	1	80 /worksta.	80	Finance adjacency	
1.122	Budget Director	1	1	120 /office	120	Finance adjacency	
1.123	Purchasing Assist.	1	1	80 /worksta.	80	Finance adjacency	
1.124	Senior Clerk	1	2	80 /worksta.	160	Finance adjacency	
1.125	Canteen	1	2	80 /worksta.	160	Finance adjacency	
1.126	HR Director	1	1	120 /office	120	HR adjacency	
1.127	Secretary II	1	1	80 /worksta.	80	HR adjacency	
1.128	Waiting	4	1	25 /person	100	HR adjacency	
1.129	Payroll Director	1	1	120 /office	120	HR adjacency	
1.130	Senior HR Generalist	3	1	80 /worksta.	240	HR adjacency	
1.131	ID Room	0	1	80 /area	80	HR adjacency	
1.132	Flex Office	1	1	120 /office	120		
Subtotal Net Square Feet					5,305		
Arrange in suite similar to existing, near to lobby and public access.					Grossing Factor	1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
		Subtotal Gross Square Feet					
1.300 INFORMATION TECHNOLOGY							
1.301	IT Director	1	1	120 /office	120		
1.302	IT Deputy Dir.	1	1	100 /worksta.	100		
1.303	Sr. Tech Support Spec.	1	1	80 /worksta.	80		
1.304	Systems Analyst	1	1	80 /worksta.	80		

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.305	Sr. MIS Tech Support	2	1	80 /worksta.	160	
Subtotal Net Square Feet					540	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					837	
1.400 SUPPORT AREAS						
1.401	Conference Room	20	1	514 /area	514	Existing
1.402	Conference Room	6-12	2	160 /area	320	
1.403	Pantry/Break Room	1-6	1	100 /area	100	
1.404	Mail/Copier/Work Room	2	1	100 /area	100	
1.405	HR Files	0	1	120 /area	120	Rolling Files - 210 lf of shelf = 3 trolleys 2' x 7'. Room 10' x 12'.
1.406	Finance Files	0	1	100 /area	100	12 file cabinets.
1.407	Office Supply Storage	0	1	100 /area	100	
1.408	Inmate Supplies	0	1	100 /area	100	
1.409	IT Electronics	0	1	64 /room	64	
1.410	Coat Closet	0	1	25 /area	25	
1.411	Staff Toilet (M/F)	1	4	50 /area	200	
1.412	Janitor Closet	0	1	20 /area	20	
Subtotal Net Square Feet					1,763	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,733	
1.500 MAIN JAIL STAFF SUPPORT (Can be outside of secure perimeter.)						
1.501	Break Room	12	1	300 /area	300	
1.502	Men's Lockers	150	1	8 /locker	1,200	
1.503	Men's Toilet/Shower	6	1	400 /area	400	
1.504	Women's Lockers	15	1	6 /area	90	
1.505	Women's Toilet/Shower	3	1	200 /area	200	
Subtotal Net Square Feet					2,190	
Grossing Factor					1.55	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					3,395	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
 West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
		1.000		Total Interior Net Square Feet	9,798	
		1.000		Total Interior Gross Square Feet	15,187	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.



Department Legend

- CIRCULATION
- CONFERENCE
- IT CLOSET
- LOCKERS
- OFFICE
- SECURITY
- SERVICE
- STAFF SERVICE
- STORAGE
- TOILET

SCOPE OF WORK

Summary: The developed concept for relocation of the WCSO administrative functional areas shows all existing areas currently being used for administrative and intake functions being renovated. Additionally, a building addition to the existing administrative functional area is proposed.

The final space program for these areas is approximately 20,000 gross square feet (gsf). Approximately 10,000 gsf will be made available after the Main Jail intake operation moves to the new facility and this floor area is added to the existing administrative suite area. Thus, an addition of approximately 10,000 gsf is also needed in order to combine these functions in one area. This addition area includes the intake sally port area.

By utilizing space vacated by the move of Main Jail intake, this solution provides the needed space with the smallest addition to the existing structure, and so provides the greatest economy. Additionally, the configuration is suitable to the needs of the consolidated administration department.

Building Code: The existing Building 1 structure appears to be all of concrete, however the fire rating which it might achieve is not known. Based upon the size of the main level (approximately 107,000 gsf), the current building code would require that the structure be Type 1B construction – 2 Hour. Thus, the proposed addition will be Type 1B – 2 hour construction.

No fire walls were observed or reported. No occupancy separations were reported. Thus, for this study it is assumed that the occupancy is mixed-non-separated. Any improvements should therefore be compliant with the most restrictive use. I-3 occupancy and A3 occupancies require fire sprinklers, and so any addition should be designed with fire sprinklers since the sum of these occupancy groups is greater than would be allowed by accessory occupancy designation. Existing renovation areas are not anticipated to be above the threshold for renovation areas to be made fully compliant and so fire sprinklers in the renovation area are not required.

All other aspects of the renovated areas shall be constructed to comply with current codes, including the provision of fire rated corridors if fire sprinklers are not provided.

Accessibility: The existing Main Jail (Building 1) is not fully compliant with state and federal accessibility regulations. All new work will comply with 521 CMR, Title II of the ADA and the 2010 Standards for Accessible Design.

Accessibility improvements required in Phase 2 must include providing fully compliant accessible parking for the Administration Building (1A), a fully compliant accessible entrance from the accessible parking spaces at the Administration Building exterior for visitor and staff use, fully compliant accessible toilet rooms in the renovated Administration Area, and a fully accessible high and low drinking fountain where drinking fountains are to be provided. These items are required as a result of the renovation exceeding \$100,000 according to 521CMR Section 3.3.1.

In addition, Phase 2 will include minor alterations to the existing public toilet rooms near the visitor waiting area which were built out-of-compliance with the current 521CMR, which are a safety concern, and which include ADA liabilities. A full list of mitigations is provided in the Accessibility Survey of DCAM Project CSU0401-HS1 dated May 23, 2012 (included in appendix).

Title II of the ADA requires that all programs and activities be accessible. Renovations must comply with the 2010 Standards for Accessible Design. Where the MAAB and ADA requirements differ, the more stringent requirement must be met. Where alterations are made to a “primary function” of a building, in this case the Main Jail Administration Area, an accessible path of travel is required, unless the costs for these changes are disproportionate. The costs for added alterations to the path of travel are considered disproportionate if they exceed 20% of the cost of the alteration to the primary function area. As many accessibility improvements as possible should be implemented within the 20% limit. The addition and all areas of the renovation are anticipated will be fully accessible after renovations.

Demolition: This solution proposes full demolition of partitions, finishes, mechanical equipment, and electrical equipment serving renovated areas. Nearly all of these existing components are original to the 1973 construction. Most systems have reached the end of their service life and thus are due for replacement. Given the extent of renovations proposed, new mechanical and electrical components serving renovated areas are recommended.

Exterior demolition will include existing conduits and cables serving the existing facility. Additionally, the existing underground fuel tank for the existing generators is located where the proposed addition is to be placed. Each of these will be relocated as a part of the proposed addition.

Concrete: Concrete work will provide foundations, floor slabs, and addition exterior walls. Foundations are assumed will be spread footings set below frost depth and comprised of 4500 psi reinforced concrete. Floor slabs will bear on grade and be of 4000 psi concrete with a vapor barrier and under-slab insulation. Exterior walls of the proposed addition are to be precast insulated concrete panels composed of:

- “ an exterior wythe of 3” precast concrete cast against a textured form liner and painted,
- “ an interior wythe of 3” rigid polystyrene insulation and fiberglass ties between concrete wythes,
- “ an interior wythe of 3” precast concrete with a float interior finish.

Exterior wall panels are proposed as non-bearing.

Masonry: Masonry work will be limited to repair or modification of any existing/ retained masonry partitions to suit the new configuration of walls and partitions.

Metals: Roof framing for the addition will be steel joists and joist girders with a galvanized steel corrugated metal deck. The roof will be supported on steel columns. Diagonal bracing will be provided where needed with steel angles (locations to be determined.)

- Wood:** The use of wood products will be limited because renovations and additions are expected to be of non-combustible construction. Blocking will be concealed within protective assemblies or incorporated into the roof assembly. Cabinetry will be of particleboard panels and plastic laminate. Countertops will be solid surfacing. Door and panel edges will be PVC.
- Therm/Moist:** The building enclosure will generally be panelized concrete which will serve as the air barrier and moisture barrier. Panel joints will be sealed front and back. Panel tops will be sealed to roofing membrane with flashing material. Roofing insulation will be made contiguous to wall insulation at wall tops providing a continuous thermal barrier. 2" thick polystyrene foundation insulation will be provided on the inside of foundation walls and below slabs on grade.
- Roofing will be a membrane/insulation system with mechanically fastened isocyanurate insulation and fully adhered thermoplastic or EPDM rubber. The roof edge will be flush with the top of roofing for drainage overflow. The roofing edge will be finished with a formed prefinished aluminum coping.
- Flashing materials will be prefinished .050 aluminum generally, however, concealed flashings and flashings associated with roofing will be tin-coated copper (Freedom Gray).
- All structural steel will be sprayed with cementitious fireproofing to provide the protection identified. Firestopping will be provided at all rated wall and all floor penetrations.
- Sealants will generally be silicone products.
- Openings:** Exterior entrances and fixed windows will be thermally broken aluminum systems similar to Kawneer 451T products with a Fluoropolymer finish. Doors will be heavy-wall thermally-broken wide stile aluminum framed doors.
- Glass will be 1" insulated glass units with a low-e exterior tinted pane, noble gas interstitial space, and an interior clear glass pane.
- Interior doors will generally be 5-ply wood veneer doors in commercial hollow metal frames, except where adjacent to the secured facility perimeter or a sally port. At these locations, doors and frames will be detention hollow metal swing doors with detention locks and cylinders to match existing keyways.
- Door hardware will be commercial rim exit devices at exterior doors and mortise locks at interior administrative suite doors. Cylinders will match existing keyways. Where card readers are indicated (lobby door and north exterior door), electric latch retraction exit devices will be provided.
- Finishes:** Exterior finishes will include painted concrete (Thorocoat or similar).
- Interior finishes will be concrete masonry in the public lobby with acrylic paint. In administrative office areas, walls will be framed with one layer of gypsum full height. Partitions

below ceilings will be three layers (2 + 1) of type X gypsum board and finished with acrylic paint. Flooring/base will generally be carpeting/rubber, except at the lobby and toilet rooms where flooring will be ceramic tile/ceramic base or wainscot.

Ceilings will generally be standard fissured acoustic tile in a 2' square grid.

Specialties: Conference rooms will be provided with dry-erase marker boards.

Lockers will be full height 18" square knock-down metal lockers with a boot shelf or drawer.

Toilet accessories will include stainless steel grab-bars, framed mirrors, and sanitary product dispensers. Public toilet rooms will be equipped with diaper changing stations. Dispensers will be provided by the product manufacturers and installed by contractor.

Interior placard signs will be provided typically at interior doors to identify room use and number, and provide a changeable insert slot for room assignments.

Furnishings: Window coverings will be 1" blinds at all exterior windows other than the public lobby.

Fire Prot.: The building addition will be fully sprinkled and monitored. Sprinkler heads will generally be semi-concealed white heads.

Plumbing: Sewers will be cast iron. Water piping will be type L copper with sweat fittings.

Plumbing fixtures will include commercial floor mounted china toilets with low water use automatic flush valves, hanger mounted accessible lavatories, stainless steel break room sinks, and solid surfacing shower basins and walls. Showers will be accessible and furnished with shower rods/curtains, grab bars, soap dishes. Faucets will be commercial grade, hot and cold, accessible touch-less chrome fittings.

HVAC: Mechanical Systems are anticipated will be modified or installed as follows:

- Remove the existing AHU unit in the penthouse and ceiling mounted AC unit serving the holding area and all associated ductwork and controls serving the renovated areas.
- Provide a new 25,000 CFM VAV air handling unit and 70 ton air cooled chiller to serve the addition, renovation and to back-feed the existing areas outside the area of renovation. Chiller package to include pumps, air separator, buffer tank and expansion tank.
 - Individual zones to be provided with VAV boxes with reheat coils. Perimeter zones to be provided with radiant ceiling panels.
- Provide a centralized air exhaust system.
- Provide new water service to new addition to serve sprinkler system. Sprinkler system will serve addition area with some capacity to serve other areas of the existing building.
- Remove existing underground generator fuel storage and associated piping. Provide new underground fuel storage to match existing and provide new piping back to existing generator room.

- “ Rework the existing generator room combustion air system. The system currently provides combustion air through wall louvers. Gravity intake vents will be provided on roof.
- “ Provide new dedicated cooling unit, ductless split system, for server room.
- “ Relocate the existing condensing unit serving the lobby guard station ductless split system to the roof. The existing condensing unit is located with the vehicle bay.

Electrical: The existing electrical system is dated but functional and has sufficient capacity to support a renovation and new admin/office area. Existing power and lighting systems are in functional condition but largely at the end of service life since they were installed over thirty years ago. The recommendations for the addition and renovation of the Administration Building are:

- “ Thoroughly investigate the medium voltage feed to existing roof-mounted transformer and determine the impacts of relocating and refeeding this unit. A new transformer is anticipated.
 - In order to avoid a prolonged electrical outage, a temporary feed the transformer will likely be required during construction.
- “ A manhole marked ‘telephone’ is in the path of the building expansion. Investigate the wiring contained within. If it is still in use determine how to relocate it.
- “ Relocate generator fuel tank and fuel line to two generators.
- “ Ensure generators are provided with adequate exhaust and combustion and cooling air intake.
- “ Replace all lighting and branch circuiting in the affected areas.
- “ Provide new panels to serve new areas.
- “ Facility staff mentioned occasional damage from past lightning strikes. Conduct a lightning risk assessment for the whole building to determine if a lightning protection system is needed.

Telecom: Telecommunications cabling with 2 duplex terminations within each office and one within each workstation will be provided. Cabling will be routed to the teledata closet through conduit at inaccessible locations, and on J-Hooks where ceilings provide access. A rack will be provided to terminate all cabling and facilitate connection to servers/switches. Cover plates will be stainless steel and devices commercial grade.

Elect Safety: The renovation area and addition will be protected by a fire detection and annunciation system throughout, connected to the existing addressable fire alarm panel within Central Control. Smoke detectors will be provided within rated corridors within the renovation area due to the absence of fire sprinklers.

Controlled doors will include two detention doors into the administrative suite from the sally port and secured facility near Central Control, one commercial door from the north exterior of the administrative suite, plus one commercial door from the lobby. These will be each be connected to existing security electronics controls within Central Control. Card-reader raceways and boxes will be provided in anticipation of this system being improved in the near future. A push-button control will be provided at the lobby door from the lobby guard station.

Worcester County Jail & HOC – Repairs/ Renovations SDW1502-HS1

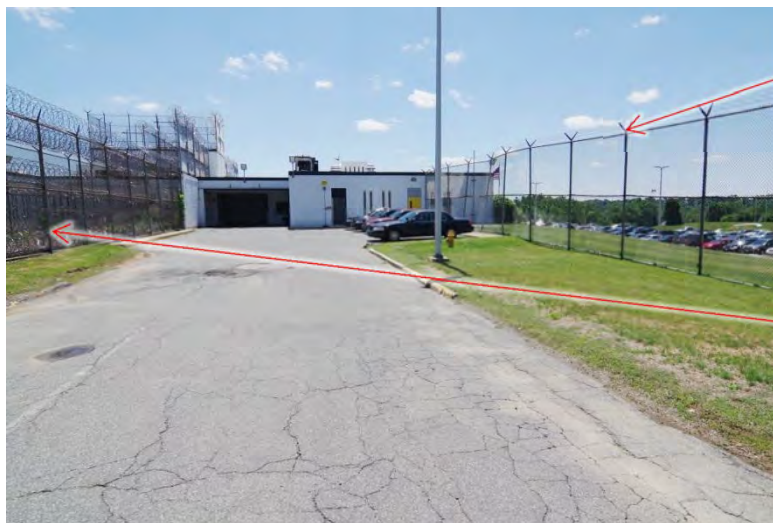
Cameras will be added at each perimeter door (4) into the administrative suite. These will be added to the existing camera system, but will be digital with converters as needed to permit temporary operation prior to a full digital video system replacement project.

Earthwork: Required earthwork will include excavation and backfill for water and electrical utilities, for underground fuel storage tank relocation, for foundations, and for pavements.

Exterior: Plantings will be limited to lawns. Pavements will be 2.5" asphaltic concrete on a base of 6". A sidewalk, curbing, and striping of parking spaces will be provided.

Signs will provide directional information and designate accessible and assigned parking spaces.

Existing barrier fencing in the area of the proposed addition includes a single 14' tall fence with barbed wire on two brackets. This will be removed and modified to meet the extended building corner.



Barrier Fence with Barbed Wire

Secure Perimeter Fence

The proposed addition will interrupt the 14' secure fence perimeter on the addition west side, and so will require relocation of this fence for the duration of the construction project, and then reestablishment of a new barrier. It is anticipated that the east wall of the building addition will serve as the outer fence replacing an equal length of existing fence and coils. Coils will be salvaged for reinstallation at the bottom and top of the addition west wall, with coils extending to the existing coils on the roof of the renovation area. (Total length of modified perimeter fence approximates 200' anticipating that some additional fence will be removed to permit construction activities.)

Worcester County Jail & HOC – Repairs/ Renovations SDW1502-HS1

COSTS

2016 CAMIS Value

Main Jail Administration (Bldg Code 322SDWPB09)	99,200 GSF	\$57,843,163.64
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Construction Costs for Administration Office Suite Renovations and Addition

This project will be performed in two stages with the addition being constructed first, and renovations to be completed subsequently once the administrative staff is able to move out of the existing administrative suite and into the addition.

Accommodations will be necessary during construction to permit public access to the facility for visits and permit contact with administrative personnel. Thus, the construction contractor may be required to provide a protected pathway through the lobby as the work is being performed. The guard position is not anticipated to be relocated, and no renovations other than as might be associated with systems serving the guard position are planned.

Administration Building Area Addition	\$5,489,063
Existing Administration/Intake Renovations	<u>\$4,498,190</u>
Total Estimated Cost of Construction (TCC)	\$9,987,254

Total Project Cost (TPC) ³	\$
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³ Provided by DCAMM Programming Project Manager. Based on TPC Builder dated XXXX.



ASSOCIATES

DCAMM

Worcester County Jail and House of Correction
Phase 2, Main Jail Administration Renovation and Addition (Building 1E)
SDW1502 HS1

Feasibility Estimate

05-26-2016

Architect: SMRT



ASSOCIATES

Architect: SMRT

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

05-26-2016

BASIS OF CONSTRUCTION COST ESTIMATE

Estimate Overview

1. This construction cost estimate is based on the review of Feasibility Estimate drawings (dated 09-09-2015) prepared by SMRT
2. The scope of work includes the following:
 - A. Construction of a new 9,700 GSF addition to the existing Administrative Offices,
 - B. Renovation of the existing 13,681 GSF Administrative Offices

Estimate Preparation

1. Mark-ups above and beyond the direct costs of work were carried for this project, and include the following:

Design Contingency	15.00%
Estimating Contingency	3.00%
Construction Contingency, Carried by	0.00%
General Conditions & General Requirements	13.00%
Escalation Contingency based on midpoint of construction of July 2019 @ 4.5% per annum	14.00%
General Contractor's Fee	5.00%

**DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate**

Architect: SMRT

Total Estimated Construction Cost (ECC)

Area of Work	Cost/SF	Cost
		05-26-2016
A New addition to existing Administrative Offices	\$ 348.61	3,381,486
B Renovation of existing Administrative Offices	\$ 202.55	2,771,068
Subtotal for Direct Costs		\$ 6,152,554
Design Contingency	15.00%	922,900
Estimating Contingency	3.00%	184,600
Construction Contingency, Carried by DCAMM	0.00%	-
General Conditions & General Requirements	13.00%	919,900
Escalation Contingency based on midpoint of construction of July 2019 @ 4.5% per annu	14.00%	1,398,300
General Contractor's Fee	5.00%	409,000
Total Estimated Construction Cost (ECC)		\$ 9,987,254
Total ECC's from above per work area		
A New addition to existing Administrative Offices	\$ 565.88	5,489,063
B Renovation of existing Administrative Offices	\$ 328.79	4,498,190
Reference GSF's for project		
New addition to existing Administrative Offices		9,700
Renovation of existing Administrative Offices		13,681
Total GSF		23,381

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

New Addition to Administrative Office

		Total Program Area	GFA 9,700	Cost/SF	Individual Elements Subtotal	Est. Cost
A	Substructure			\$20.42		\$198,099
A10	Foundations				\$198,099	
	A1010	Standard Foundations			67,716	
	A1030	Slab on Grade			130,383	
B	Shell			\$122.37		\$1,186,948
B10	Superstructure				\$406,602	
	B1010	Floor Construction			406,602	
B20	Exterior Enclosure				\$527,556	
	B2010	Exterior Walls			407,988	
	B2020	Exterior Windows			116,568	
	B2030	Exterior Doors			3,000	
B30	Roofing				\$252,790	
	B3010	Roof Coverings			252,790	
C	Interiors			\$55.79		\$541,157
C10	Interior Construction				\$332,347	
	C1010	Partitions			182,055	
	C1020	Interior Doors			113,000	
	C1030	Fittings			37,292	
C30	Interior Finishes				\$208,810	
	C3010	Wall Finishes			50,387	
	C3020	Floor Finishes			51,159	
	C3030	Ceiling Finishes			107,264	
D	Services					
D20	Plumbing			\$12.11	\$117,467	\$117,467
	D2010	Plumbing Fixtures			6,400	
	D2020	Domestic Water Distribution			67,606	
	D2030	Sanitary Waste			19,316	
	D2040	Rain Water Drainage			24,145	
D30	HVAC			\$47.79	\$463,584	\$463,584
	D3020	Heat Generating Systems			96,580	
	D3040	Distribution Systems			173,844	
	D3050	Terminal and Package Units			115,896	
	D3060	Controls and Instrumentation			67,606	
	D3070	Systems Testing and Balancing			9,658	
D40	Fire Protection			\$8.96	\$86,922	\$86,922
	D4010	Sprinklers			67,606	
	D4020	Standpipes			19,316	
D50	Electrical			\$60.24	\$584,309	\$584,309
	D5010	Electrical Service and Distribution			217,305	
	D5020	Lighting and Branch Wiring			130,383	
	D5030	Communications and Security			236,621	
E	Equipment and Furnishings			\$1.39		\$13,500
E10	Equipment				\$6,000	
	E1010	Commercial Equipment			6,000	
E20	Furnishings				\$7,500	
	E2010	Fixed Furnishings			7,500	
G	Sitework			\$19.54		\$189,500
G10	Earthwork				\$169,500	
	G1010	Sitework			169,500	
G20	Site Improvements				\$20,000	
	G2010	Site Improvements			20,000	
Subtotal for Direct Costs of Work Above						\$3,381,486

05-26-2016

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Total Program Area		GFA 13,681	Cost/SF	Individual Elements Subtotal	Est. Cost
A	Substructure		\$1.11		\$15,200
A10	Foundations			\$15,200	
	A1030 Slab on Grade			15,200	
B	Shell		\$6.40		\$87,510
B20	Exterior Enclosure			\$82,510	
	B2010 Exterior Walls			69,510	
	B2030 Exterior Doors			13,000	
B30	Roofing			\$5,000	
	B3010 Roof Coverings			5,000	
C	Interiors		\$43.64		\$597,030
C10	Interior Construction			\$226,873	
	C1010 Partitions			20,740	
	C1020 Interior Doors			150,500	
	C1030 Fittings			55,633	
C30	Interior Finishes			\$370,158	
	C3010 Wall Finishes			104,274	
	C3020 Floor Finishes			126,436	
	C3030 Ceiling Finishes			139,448	
D	Services				
D20	Plumbing		\$11.51	\$157,529	\$157,529
	D2010 Plumbing Fixtures			34,400	
	D2020 Domestic Water Distribution			95,767	
	D2030 Sanitary Waste			27,362	
D30	HVAC		\$49.83	\$681,688	\$681,688
	D3020 Heat Generating Systems			161,810	
	D3040 Distribution Systems			246,258	
	D3050 Terminal and Package Units			164,172	
	D3060 Controls and Instrumentation			95,767	
	D3070 Systems Testing and Balancing			13,681	
D40	Fire Protection		\$0.00	\$0	\$0
	D4010 Sprinklers			0	
D50	Electrical		\$64.71	\$885,301	\$885,301
	D5010 Electrical Service and Distribution			341,423	
	D5020 Lighting and Branch Wiring			184,694	
	D5030 Communications and Security			359,185	
E	Equipment and Furnishings		\$1.13		\$15,500
E10	Equipment			\$8,000	
	E1010 Commercial Equipment			8,000	
E20	Furnishings			\$7,500	
	E2010 Fixed Furnishings			7,500	
F	Special Construction & Demolition		\$10.88		\$148,810
F20	Selective Building Demolition			\$148,810	
	F2010 Building Elements Demolition			148,810	
G	Sitework		\$13.34		\$182,500
G10	Earthwork			\$60,000	
	G1010 Earthwork			60,000	
G20	Site Improvements			\$122,500	
	G2010 Site Improvements			122,500	
Subtotal for Direct Costs of Work Above			202.55		\$2,771,068

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

New Addition to Administrative Office

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
A	001	SUBSTRUCTURE				
A10	002	FOUNDATIONS				
A1010	003	Standard Foundations				\$ 67,716
	004	New perimeter footings, to building addition	324	LF	\$200.00	\$ 64,800
	005	New 2" thick foundation insulation, 3'H	972	SF	\$3.00	\$ 2,916
	006					
	007					
A1030	008	Slab on Grade				\$ 130,383
	009	New slab on grade, to additional building	9,658	SF	\$9.00	\$ 86,922
	010	Vapor barrier	9,658	SF	\$1.50	\$ 14,487
	011	Under slab insulation	9,658	SF	\$3.00	\$ 28,974
	012					
	013					
B	014	SHELL				
B10	015	SUPERSTRUCTURE				
B1010	016	Floor Construction				\$ 406,602
	017	Roof decking	9,658	SF	\$4.00	\$ 38,632
	018	Roof concrete decking	9,658	SF	\$8.00	\$ 77,264
	019	Steel frame construction	68	TN	\$4,300.00	\$ 290,706
	020					
	021					
B20	022	ENCLOSURE				
B2010	023	Exterior Walls				\$ 407,988
		New exterior wall construction, to additional building, 15'0"H precast insulated concrete panels (assume int. finish to be concrete)	3,400	SF	\$120.00	\$ 407,988
	024					
	025					
	026					
B2020	027	Exterior Windows				\$ 116,568
	028	New exterior windows, to additional building	1,457	SF	\$80.00	\$ 116,568
	029					
	030					
B2030	031	Exterior Doors				\$ 3,000
	032	New hollow metal exterior door & frame	1	EA	\$3,000.00	\$ 3,000
	033					
	034					
B30	035	ROOFING				
B3010	036	Roof Coverings				\$ 252,790
	037	New roof coverings, to additional building	9,658	SF	\$25.00	\$ 241,450
	039	Aluminum coping roof edging	324	LF	\$35.00	\$ 11,340
	040					
	041					
C	042	INTERIORS				
C10	043	INTERIOR CONSTRUCTION				
C1010	044	Partitions				\$ 182,055
	045	GWB wall				
	046	Double side. 12'0"H	12,137	SF	\$15.00	\$ 182,055
	047					
	048					
C1020	049	Interior Doors				\$ 113,000
	050	Hollow metal door & frame, double leaf, interior	2	EA	\$5,000.00	\$ 10,000
		Wood door w/ hollow metal frame, single leaf w/ vision panel, interior	26	EA	\$3,000.00	\$ 78,000
	051					
	052	Hollow metal door & frame, single leaf, interior	10	EA	\$2,500.00	\$ 25,000
	053					
	054					

05-26-2016

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

New Addition to Administrative Office

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
C1030	055	Fittings				\$ 37,292
	056	Room signage	65	EA	\$110.00	\$ 7,150
	057	Toilet accessories	1	LS	\$1,000.00	\$ 1,000
	059	Window blinds	1,457	SF	\$20.00	\$ 29,142
	060					
	061					
C30	062	INTERIOR FINISHES				
C3010	063	Wall Finishes				\$ 50,387
	064	Interior wall painting	27,098	SF	\$1.50	\$ 40,647
	065	Ceramic tiling, to bathroom walls, 8'0"H	487	SF	\$20.00	\$ 9,740
	066					
	067					
C3020	068	Floor Finishes				\$ 51,159
	069	Carpet, furnish & install	8,023	SF	\$5.00	\$ 40,115
	070	Ceramic, furnish & install, to bathrooms	111	SF	\$20.00	\$ 2,220
	071	Sealed Concrete	202	SF	\$4.00	\$ 808
	072	Sheet vinyl	288	SF	\$7.00	\$ 2,016
	073	Rubber wall base	1	LS	\$6,000.00	\$ 6,000
	074					
	075					
C3030	076	Ceiling Finishes				\$ 107,264
	077	New ACT ceilings, through additional building	9,658	SF	\$8.00	\$ 77,264
	078	GWB ceilings & soffits	1,500	SF	\$20.00	\$ 30,000
	079					
	080					
D20	081	PLUMBING				
D2010	082	Plumbing Fixtures				\$ 6,400
	083	Water Closets	2	ea	\$1,200.00	\$ 2,400
	084	Lavatories	2	ea	\$1,100.00	\$ 2,200
	085	Sink to break areas	2	ea	\$900.00	\$ 1,800
	086					
	087					
	088	Domestic Water Distribution				\$ 67,606
	089	Misc water distribution	9,658	SF	\$7.00	\$ 67,606
	090					
	091					
	092	Sanitary Waste				\$ 19,316
	093	Misc sanitary waste piping	9,658	SF	\$2.00	\$ 19,316
	094					
	095					
	096	Rainwater Drainage				\$ 24,145
	097	Roof drains & stand pipes	9,658	SF	\$2.50	\$ 24,145
	098					
D30	081	HVAC				
D3020	100	Heat Generating Systems				\$ 96,580
	101	Heating systems, equipment	9,658	SF	\$10.00	\$ 96,580
	102					
	103					
D3040	104	Distribution Systems				\$ 173,844
	105	Ductwork	9,658	SF	\$18.00	\$ 173,844
	106					
	107					
D3050	108	Terminal and Package Units				\$ 115,896
	109	VAV boxes, fan coils etc	9,658	SF	\$12.00	\$ 115,896
	110					
	111					

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

New Addition to Administrative Office

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
D3060	112	Controls and Instrumentation				\$ 67,606
	113	DDC systems	9,658	SF	\$7.00	\$ 67,606
	114					
	115					
D3070	116	Systems Testing and Balancing				\$ 9,658
	117	Testing & balancing	9,658	SF	\$1.00	\$ 9,658
	118					
	119					
D40	120	FIRE PROTECTION				
D4010	121	Sprinklers				\$ 67,606
	122	New sprinkler system to building addition	9,658	SF	\$7.00	\$ 67,606
	123					
	124					
D4020	125	Standpipes				\$ 19,316
	126	Standpipes	9,658	SF	\$2.00	\$ 19,316
	127					
	128					
D50	129	ELECTRICAL				
D5010	130	Electrical Service and Distribution				\$ 217,305
	131	Electrical Service and Distribution	9,658	SF	\$12.00	\$ 115,896
	132	Panels & feeders	9,658	SF	\$6.00	\$ 57,948
	133	Outlets & switches	9,658	SF	\$1.50	\$ 14,487
	134	MEP power wiring	9,658	SF	\$3.00	\$ 28,974
	135					
	136					
D5020	137	Lighting and Branch Wiring				\$ 130,383
	138	Lighting furnish	9,658	SF	\$10.00	\$ 96,580
	139	Lighting install	9,658	SF	\$2.00	\$ 19,316
	140	Lighting control systems	9,658	SF	\$1.50	\$ 14,487
	141					
	142					
D5030	143	Communications and Security				\$ 236,621
	144	Fire alarm	9,658	SF	\$7.00	\$ 67,606
	145	Teldata roughin	9,658	SF	\$2.00	\$ 19,316
	146	Teldata wiring & equipment	9,658	SF	\$6.00	\$ 57,948
	147	Security roughin	9,658	SF	\$2.50	\$ 24,145
	148	Security equipment	9,658	SF	\$7.00	\$ 67,606
	149					
	150					
E	151	EQUIPMENT & FURNISHINGS				
E10	152	EQUIPMENT				
	E1010	153	Commercial Equipment			
154		Projection Screens, conf rooms	3	EA	\$2,000.00	\$ 6,000
155						
	156					
E20	157	FURNISHINGS				
	E2010	158	Fixed Furnishings			
159		Casework to break rooms and copy area	1	LS	\$7,500.00	\$ 7,500
160		Office casework, by owner				
161		Conf room casework, by owner				
162						
	163					

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
A	001	SUBSTRUCTURE				
A1030	002	Slab on Grade				\$15,200
	003	Slab repairs from UG plumbing	800	SF	\$19.00	\$15,200
	004					
	005					
B	006	SHELL				
B10	007	SUPERSTRUCTURE				
B20	008	ENCLOSURE				\$69,510
	009	Aluminum framed storefront, 12'0"H, exterior	244	SF	\$110.00	\$26,840
	010	Exterior caulking	1	LS	\$5,500.00	\$5,500
	011	Miscellaneous patching/repair to existing masonry, (10% of masonry walls)	1,062	SF	\$35.00	\$37,170
	012					
	013					
B2030	014	Exterior Doors				\$13,000
	015	Hollow metal door & frame				
	016	Single	1	EA	\$3,000.00	\$3,000
	017	Aluminum door				
	018	Exterior entrance storefront doors, double leaf	1	EA	\$10,000.00	\$10,000
	019					
	020					
B30	021	ROOFING				
B3010	022	Roof Coverings				\$5,000
	023	Roof patching from new MEP equipment	1	LS	\$5,000.00	\$5,000
	024					
	025					
C	026	INTERIORS				
C10	027	INTERIOR CONSTRUCTION				
C1010	028	Partitions				\$20,740
	029	New aluminum framed interior storefront system, 12'0"H	244	SF	\$85.00	\$20,740
	030					
	031					
C1020	032	Interior Doors				\$150,500
	033	New aluminum framed double leaf storefront door, interior	1	EA	\$10,000.00	\$10,000
	034	New hollow metal door & frame, double leaf, interior	2	EA	\$5,000.00	\$10,000
	035	New wood door & frame, single leaf w/ vision panel, interior	26	EA	\$3,000.00	\$78,000
	036	New hollow metal door & frame, single leaf, interior	13	EA	\$2,500.00	\$32,500
	037	Detention doors, hollow metal, to sally port	2	EA	\$10,000.00	\$20,000
	039					
	040					
C1030	041	Fittings				\$55,633
	042	Room Signage	91	EA	\$110.00	\$10,033
	043	Toilet Partitions, SS	2	EA	\$3,000.00	\$6,000
	044	Toilet Partitions, HC	2	EA	\$3,700.00	\$7,400
	045	Toilet accessories	1	LS	\$7,000.00	\$7,000
	046	Shower accessories	1	LS	\$200.00	\$200
	047	Lockers, by owner	201	EA	\$0.00	\$0
	048	Window blinds	1	LS	\$25,000.00	\$25,000
	049					
	050					
C30	051	INTERIOR FINISHES				
C3010	052	Wall Finishes				\$104,274
	053	Interior wall painting	34,529	SF	\$1.50	\$51,794
	054	Ceramic tiling, to bathroom walls, 8'0"H	2,624	SF	\$20.00	\$52,480
	055					
	056					

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
C3020	057	Floor Finishes				\$126,436
	058	Carpet, furnish & install	7,603	SF	\$5.00	\$38,015
	059	Ceramic, furnish & install, to bathrooms & locker rooms	2,658	SF	\$20.00	\$53,160
	060	Ceramic tiling, to lobby	1,136	SF	\$20.00	\$22,720
	061	Sealed Concrete	276	SF	\$4.00	\$1,104
	062	Sheet vinyl	491	SF	\$7.00	\$3,437
	063	Rubber wall base	1	LS	\$8,000.00	\$8,000
	064					
	065					
C3030	066	Ceiling Finishes				\$139,448
	067	New ACT ceilings, through renovated building	13,681	SF	\$8.00	\$109,448
	068	Soffits	1,500	SF	\$20.00	\$30,000
	069					
	070					
D20	071	PLUMBING				
D2010	072	Plumbing Fixtures				\$34,400
	073	Water Closets	8	EA	\$1,200.00	\$9,600
	074	Lavatories	9	EA	\$1,100.00	\$9,900
	075	Sink to break areas	1	EA	\$900.00	\$900
	076	Shower compartments	4	EA	\$3,500.00	\$14,000
	077					
	078					
	079	Domestic Water Distribution				\$95,767
	080	Misc water distribution	13,681	SF	\$7.00	\$95,767
	081					
	082					
	083	Sanitary Waste				\$27,362
	084	Misc sanitary waste piping	13,681	SF	\$2.00	\$27,362
	085					
	086					
D30	087	HVAC				
D3020	088	Heat Generating Systems				\$161,810
	089	Demo				
	090	Remove existing AHU @ penthouse	1	EA	\$10,000.00	\$10,000
	091	New				
	092	Heating systems	13,681	SF	\$10.00	\$136,810
	093	New dedicated cooling unit, ductless split system, to server room	1	LS	\$7,500.00	\$7,500
	094	Relocate existing condensing unit serving the guard station to the roof	1	LS	\$7,500.00	\$7,500
	095					
	096					
D3040	097	Distribution Systems				\$246,258
	098	Ductwork	13,681	SF	\$18.00	\$246,258
	099					
	100					
D3050	101	Terminal & Package Units				\$164,172
	102	VAV boxes, fan coils etc	13,681	SF	\$12.00	\$164,172
	103					
	104					
D3060	105	Controls & Instrumentation				\$95,767
	106	DDC systems	13,681	SF	\$7.00	\$95,767
	107					
	108					
D3070	109	Systems Testing and Balancing				\$13,681
	110	Testing & balancing	13,681	SF	\$1.00	\$13,681
	111					
	112					
D40	113	FIRE PROTECTION				
D4010	114	Sprinklers				\$0
	115	No sprinkler coverage	13,681	SF		\$0

DCAMM
Worcester County Jail and House of Correction
Feasibility Estimate

Architect: SMRT

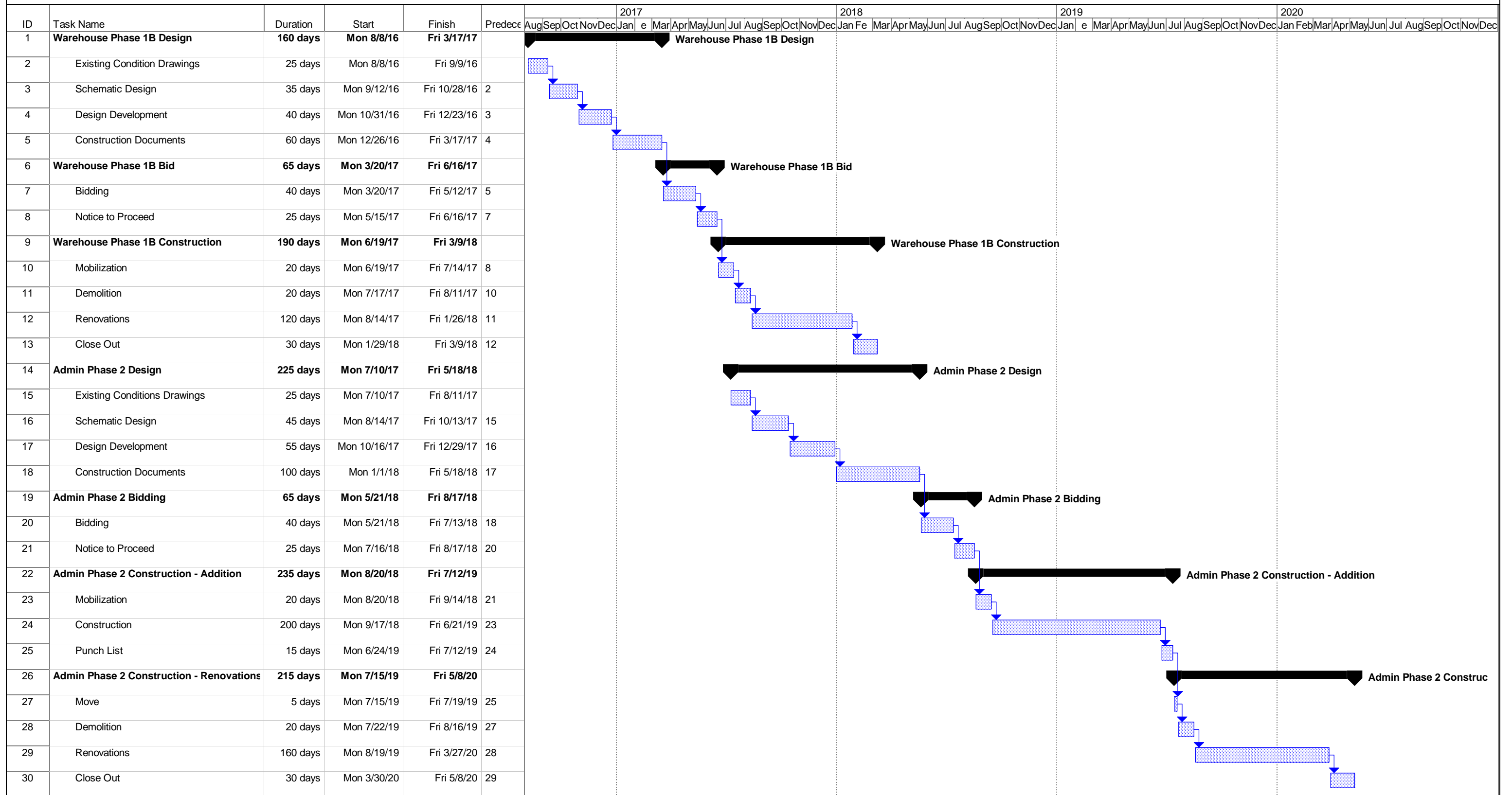
Renovation of Existing Administrative Offices

Code	Line #	Description	Quantity	Unit	Rate	Assembly Cost
	116					
	117					
D50	118	ELECTRICAL				
D5010	119	Electrical Service & Distribution				\$341,423
	120	Electrical Service and Distribution upgrades	13,681	SF	\$12.00	\$164,172
	121	Panels & feeders	13,681	SF	\$6.00	\$82,086
	122	Outlets & switches	13,681	SF	\$1.50	\$20,522
	123	MEP power wiring	13,681	SF	\$3.00	\$41,043
	124	Replace roof-mounted Transformer	1	LS	\$ 18,600.00	\$18,600
	125	Rework existing generator room combustion air system	1	LS	\$ 15,000.00	\$15,000
	126					
D5020	127	Lighting & Branch Wiring				\$184,694
	128	Lighting furnish	13,681	SF	\$10.00	\$136,810
	129	Lighting install	13,681	SF	\$2.00	\$27,362
	130	Lighting control systems	13,681	SF	\$1.50	\$20,522
	131					
	132					
D5030	133	Communications & Security				\$359,185
	134	Fire alarm	13,681	SF	\$7.00	\$95,767
	135	Teldata roughin	13,681	SF	\$2.00	\$27,362
	136	Teldata wiring & equipment	13,681	SF	\$6.00	\$82,086
	137	Security roughin	13,681	SF	\$2.50	\$34,203
	138	Security equipment	13,681	SF	\$7.00	\$95,767
	139	Connections of new security doors to central control incl card readers & push button control	2	EA	\$4,000.00	\$8,000
	140	New security cameras at each entrance	4	EA	\$4,000.00	\$16,000
	141					
	142					
E	143	EQUIPMENT & FURNISHINGS				
E10	144	EQUIPMENT				
E1010	145	Commercial Equipment				\$8,000
	146	Projection Screens, conf rooms	4	EA	\$2,000.00	\$8,000
	147					
	148					
E20	149	FURNISHINGS				
E2010	150	Fixed Furnishings				\$7,500
	151	Casework to break rooms and copy area	1	LS	\$7,500.00	\$7,500
	152	Office casework, by owner				
	153	Conf room casework, by owner				
	154					
	155					
F	156	SPECIAL CONSTRUCTION & DEMOLITION				
F20	157	SELECTIVE BUILDING DEMOLITION				
F2010	158	Building Elements Demolition				\$148,810
	159	Interior demolition	13,681	SF	\$10.00	\$136,810
	160	Slab demo for new UG plumbing work	800	SF	\$15.00	\$12,000
	164					
	165					
G1010	166	Earthwork				\$60,000
	167	Storm drainage piping	1	LS	\$35,000.00	\$35,000
	168	Remove existing above ground hot water piping	1	LS	\$10,000.00	\$10,000
	169	New underground hot water piping	1	LS	\$15,000.00	\$15,000
	170					
	171					

APPENDICES

1. Phases 1B and 2 Draft Schedule
2. Existing Facility Photographs
3. Worcester County Jail Accessibility Survey, DCAMM Project CSU0401 HS1, 4/5/12
4. STV *Powerpoint* Presentation
5. Meeting Notes

Worcester County Sheriff's Office Phases 1B and 2 Draft Schedule



Date: Tue 5/24/16

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

SDW1502 HS1



Meeting Notes

Date of Meeting: May 18, 2015
Date of Issuance: May 21, 2015

Project Name: Worcester County Sheriff's Office Campus Plan & Admin. Study

Location of Meeting: Worcester County Jail and HOC

Project No. 15077
SDW1502 HS1

Attendees: David Tuttle, Rebecca Pellegrino, Scott Ennis, Kristen Olsen, Steve Gribbin, David Lay

Subject: Project Kick-Off

cc: Kristen Olsen, Steve Gribbin, Stephen Makris, David Lay, File 15077/28.3

Item	Notes	Actions
1	<p>DCAMM reviewed the project scope clarifying that it includes the Campus Plan and Administration portions of the study, and not the access road and permitting in the original RFP.</p> <ul style="list-style-type: none"> A. The Campus Plan is to be a "broad overview" study. B. The Administration Offices portion of the study is to develop several alternatives and in more detail." 	
2	<p>The existing facilities were generally described, including operations, history and issues currently being faced.</p> <ul style="list-style-type: none"> A. Current studies being performed or considered by WCSO include: <ul style="list-style-type: none"> a. a sewer study to evaluate the work needed to replace old clay sewers, b. an EIFS panel study to identify short term solutions for leaking and detached insulating wall panels, c. a project to replace the roofing on the switchgear roof, d. a study to consider options for replacing modular cell operable windows, e. a study to consider floor repair options where flooring materials have failed. B. Current projects underway include: <ul style="list-style-type: none"> a. Shower wall refinishing with Primecoat fiberglass reinforced epoxy. b. A New Combined Intake, Medical Unit and Regional Lockup facility. C. SE noted that buildings 7, 9, and 10 were constructed on piers and that the floors were metal deck with wood sleepers and plywood. These modular buildings are of a construction type that was not appropriate for the local climate or the duration for which they intended to be used. The former library (modular) was condemned and demolished. One other structure has been partially condemned as well but is still in use and still stands. Others which are on piers have similar levels of degradation. D. The facility was constructed in two major projects in 1973/1990 and designed to serve two different populations, Jail and House of Correction. As a result, . there were two kitchens, two intake/release 	

	<p>facilities, two laundries, etc. (Some consolidation and adaptations have been undertaken or are in progress.) The STV project aims to consolidate intake/release and medical, plus provide lockup functionality. The inclusion of classrooms with the new facility is being studied. Ideally, the classrooms and inmate social services would be co-located within for a new facility on the site of the demolished library (building 11).</p> <p>E. Some cells within the old facility are smaller than the CMR standard. Additionally, there are too few showers (1:8 required).</p> <p>F. The tower is old and no longer serves its original use, and should be demolished.</p> <p>G. As an emergency measure, some water piping was replaced above grade. This should be replaced below grade.</p> <p>H. Inmates are now served from the 1973 facility kitchen with vans delivering heated carts to housing units in the jail. Inmates eat within the units.</p> <p>I. Laundry is done in two areas, which is convenient (eliminating additional intracampus delivery needs).</p> <p>J. An additional housing unit would benefit the facility due to the current need to mix incompatible populations when the jail and house of corrections population counts fluctuate. One new unit is shown in the STV phasing placed where buildings 9 & 11 exist. Adding this new housing unit is not amongst WCSO's top priorities.</p> <p>K. Building 31 is empty but heated. It needs some improvements but could be made to house the STOP program (Building 2) to help with staging of the projects.</p> <p>L. Building 2 houses an intensive alcohol and drug rehabilitation program known as the S.T.O.P. program, but is costly due to the low number of beds (35).</p> <p>M. STV showed the Deignan Medium Security Building (#5) being demolished, though it serves a current need for housing inmate workers. There is no known need for the demolition or replacement of this building.</p> <p>N. Building 3 is the work release building</p>	
3	<p>Building 10, the "DOL" building, is partially condemned and is currently being used for classrooms, and so the need to replace these spaces is great. (For this reason, the STV project is evaluating the option to provide classroom spaces within the intake/medical/lockup structure being planned as noted previously.)</p>	
4	<p>The SMRT study for Administration aims to evaluate the co-location of administrative personnel. Currently, this group is separated with some (Superintendent, and others) in the 1970's administrative area (#1E) and some (Special Sheriff, HR, Finance, and others) in the 1990's modular administrative building (#7). Building 7 also houses many other functions which will need to be relocated in order to permit that building to be demolished including dispatch, a control room (Control 3), the armory, servers, and special services offices.</p>	
5	<p>With the STV project planning to construct a new singular intake facility, some area will become available for possible reuse to accommodating administrative functions, however, the relevant area being vacated is within the secure perimeter and so not ideal for many administrative functions that are best located and directly accessed from outside of the secure perimeter. Security personnel could be located within these areas.</p>	
6	<p>SMRT will need to develop a program of spaces for those administrative areas being studied.</p> <p>A. WCSO will provide an organization chart with all positions identified to</p>	<p><i>WCSO will provide org chart with all administrative staff</i></p>

	<p>help the discussion of space needs.</p> <p>B. Spaces within the modular administration building (#7) were reviewed to identify their current use. See the attached plan.</p>	<p><i>positions.</i></p>
<p>7</p>	<p>Next Meeting: Facility tour June 10, 1PM.</p>	

Attachments: Agenda, Building 1E Plan, Aerial Image of Main Site, plan of building #7 with comments.
 Respectfully Submitted by: David Lay – SMRT and Kristen Olsen - DCAMM

Additional notes:

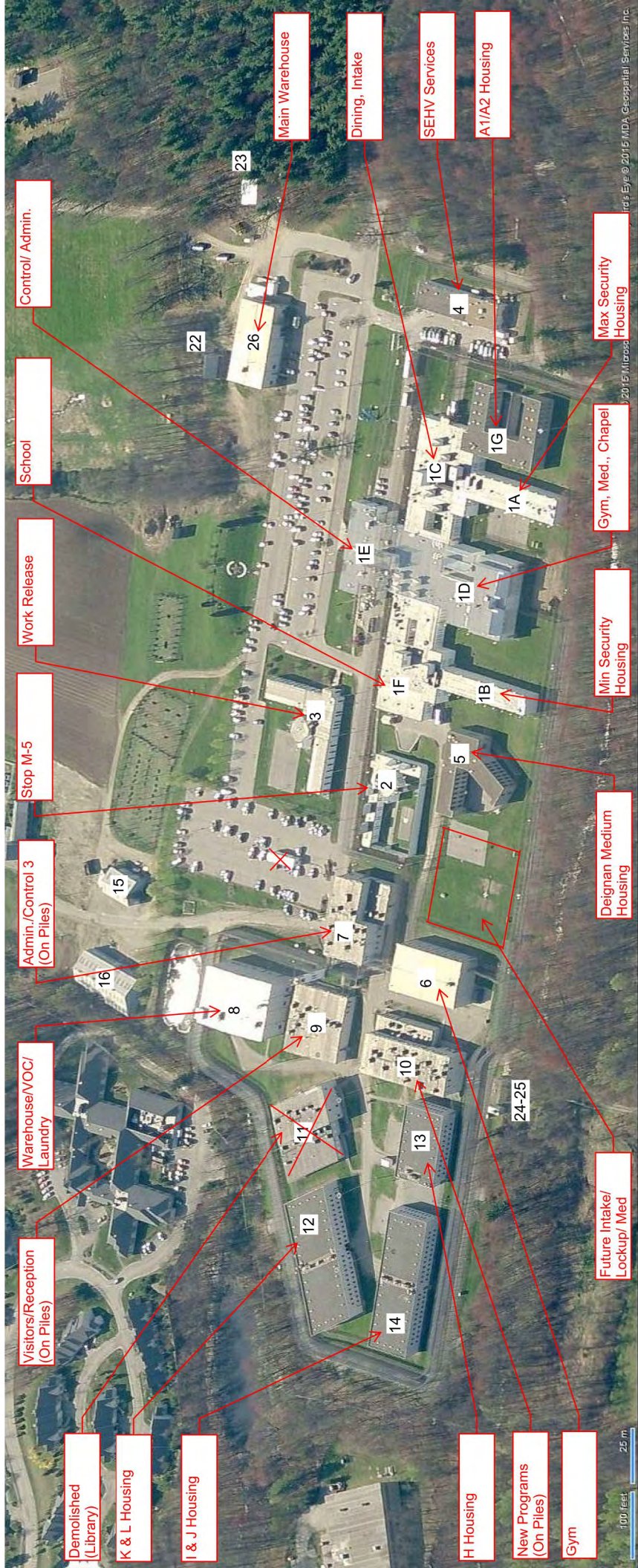
1. The report aims to achieve several major projects as identified in the STV report. These include the consolidation of admin., a new orientation housing unit, new visitation, and possibly an additional housing unit for one more classification.
2. Capacity for growth? The facility is certified to house 1251 (beds) and currently/averages 1100 male inmates. No females. There are 6200 arrivals each year.
3. They currently staff each unit with multiple staff.
4. Budgets for maintenance projects are limited and so maintenance often suffers. Still, Scott works at it and is trying to improve the facility.

SDW1502 HS1: Study Kick Off Meeting
May 18th @ 1:30 – 3:30 pm
WCSO, West Boylston
Prepared by: Kristen Olsen

AGENDA ITEMS

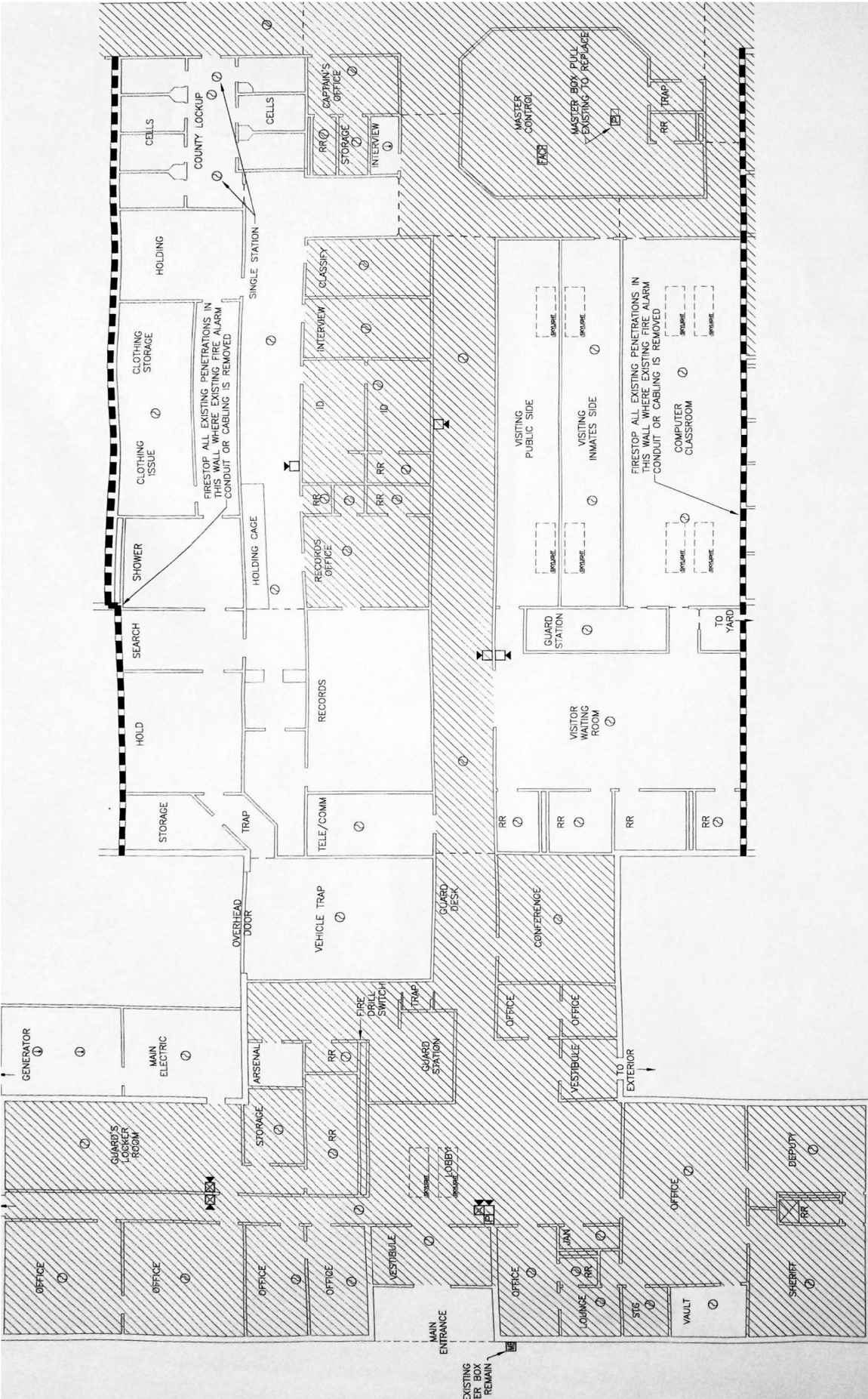
- 1. Introduction of WCSO**
- 2. Introduction of SMRT**
- 3. Study Scope Overview (DCAMM)**
- 4. Campus Overview based on Site Plan (WCSO)**
- 5. Current Projects and their Impacts (DCAMM w/ WCSO)**
- 6. Review of STV-documented 5-year plan & discussion of new ideas (ALL)**
- 7. Discussion Admin Program/Offices/Staff and Operations**
- 8. *Campus Tour***

S P I R I T
Strategic Planning Process Improvement Innovation Resource Planning Information Technology Team Work



100 feet 25 m

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1 ADMINISTRATION
SCALE 1/8"=1'-0"

MEETING NOTES

Date of Meeting	June 16, 2015	Project Name	Worcester
Date of Issuance	July 27, 2015	Project No.	SDW1502 HS1 / SMRT 15077
Location of Meeting	Worcester County HOC and Jail	Subject	Phasing and Program Requirements
Attendees	Rebecca Pellegrino, Scott Ennis, David Tuttle, Jay Rives, Kristen Olsen, Stephen Gribbin, Jarret Groccia, David Lay		
cc: Kristen Olsen, Steve Gribbin, Jarret Groccia, David Lay, File 13113-222			

Item	Notes	Actions
1	<p>Current Operations/ History/ Program</p> <ul style="list-style-type: none"> A. The new administrative area to be built is not necessarily expected to also house special services, dispatch, and security. These will need a new location in order for the existing building to be removed, however, the new administrative area may or may not be the best location for each of these program elements. This is to be studied further. Only those on the organization chart were assumed to be located in 1E. B. Special Services could be located anywhere, operationally. Mail should be near Special Services. Dispatch could be outside of the secure perimeter. C. The administrative area will need to include shared spaces such as locker rooms, toilet rooms, a print/copy room, files (HR needs 12-14 file cabinets, and Finance needs 3-4 <i>(Assuming file cabinets are four drawer and the files are 2' deep, this equates to 144 linear feet of file shelving. This equates to 5 Spacesaver trolleys. If we assume 6, we need a space that is approximately 10' x 11' including the access aisle.)</i>, and conference rooms (for up to 12). D. Staff locker facilities and roll-call are separate for each part of the campus (Main Jail and Mods), and officers do not mix. There are two roll-calls each day. Continued separation is preferred. E. IT is currently staffed in Building 8 - Warehouse, but personnel are to move to be with admin per the organization chart. Equipment is expected to remain in the Warehouse unless this study recommends otherwise. Primary electronics exist in Building 7 - Mod Admin due to the fact that this building has the demarcation point for service to the campus. Mod Admin has the facility servers, dispatch, and the phone server. Cabling for IT is a problem for the facility, though there is a fiber connection between buildings. More strands are desired. F. The new Intake-Release structure will also perform court transport 	

150616 SDW1501 HS1 Meeting Notes

	<p>services which are currently in Building 9 – Mod Reception/Visitation. Video arraignment rooms will also be within the new building and will serve the entire population. One video arraignment room exists in the chapel of the Main Jail and will remain. The new Intake/Release sally port will be controlled by Central Control.</p> <ul style="list-style-type: none"> G. Building 9 –Visitation/Transport also houses Human Services. This function needs to be accessible to inmates in the Mods Housing. This function requires an office area with six open office cubicles. H. The campus has three compactors. One is at the kitchen dock. A second is between Building 5 – Deignan and 1F. The third behind the gym. I. Inmate circulation is limited, especially between the original facility and the modular facility. Escorts are limited, with outside officers monitoring activity. Many movements are in groups. Movement within the Main Jail is monitored by CC (Central Control), including all visitation movements. The facility aims to limit movement of inmates generally. Improvements should enhance this approach. J. All laundry work is done by inmates. (Both laundries in 1F and 8 – Warehouse.) The WCSO would entertain the idea of a central laundry if recommended by this study, but is content with their current arrangement. K. The modular campus was originally constructed as essentially autonomous, with a kitchen, dining and medical area in Building 10 – DOL. Though it is beneficial to have two campuses to separate populations, some operations have been combined, such as the kitchen. Others remain distinct such as medical, programs, and visitation.. Transport (intake/release) is being combined in a new facility (SDW1501 ST1) that is currently underway. Worcester prefers separate visitation areas for ease in scheduling and separation of populations. L. The outdoor exercise field will be eliminated by the construction of a new Intake/Release facility. Replacement of this is not a high priority with outdoor exercise currently being provided by fenced areas associated with each unit. M. Each housing unit has a control booth which controls 1 or 2 units. Each unit has 2 officers in the unit during days in addition to the person in the control booth. 	
<p>2</p>	<p>Possibilities</p> <ul style="list-style-type: none"> A. Building 10 – DOL is in bad condition and so a new programs area is needed. This could possibly be a part of a new man unit within the Mod campus, could be in the warehouse or could be a standalone building. B. The current need for expanded housing is for an orientation unit (“New Man Unit) where inmates are held for approximately 2-3 days. WCSO estimates the bed need at 140. This unit would ideally be consolidated with Mods programs (4 classrooms, plus 1 classroom/chapel), Human Services, and the Mods Command Staff (3 officers in two offices with a shared conference room.) 	

150615 SDW1501 ST Meeting Notes



	<ul style="list-style-type: none"> C. Building 2 – STOP M5 could be removed from the main campus if inmates housed here were moved to a renovated Building 31 in the Northeastern Complex. The building functions, however, and so this is a long term plan item rather than an immediate need. D. Mod-Visitation could move to Building 7-Mod Admin temporarily to permit Building 9–Reception to be demolished first, and thus clearing a combined site area including that of Building 9 and the demolished library space. E. Building 8-Warehouse could provide space for some operational uses with some modifications. Air conditioning is the greatest need in order for this to be possible. Additional windows for natural light would be desirable if reused. 	
3	<p>Administrative Area Program</p> <ul style="list-style-type: none"> A. SMRT distributed a draft program of spaces based upon the organization chart. Worcester will review the spaces identified and the assigned types of spaces and advise of any revisions needed. B. HR has only one Director. SMRT will revise program to suit. 	Worcester will review draft program.
4	<p>Next Steps</p> <ul style="list-style-type: none"> A. SMRT will develop planning alternatives for the campus to add new buildings which will house those functions which need to be moved from structures on piles, and develop planning alternatives for consolidation of administration in area 1E, including a building addition as appropriate. 	SMRT will develop alternatives for site phasing and administration layout.
5	Next meeting to be scheduled in July.	

Attachments: Agenda, Organizational Chart, First Draft Program

Respectfully submitted: David Lay – SMRT, & Kristen Olsen - DCAMM



Worcester County Jail and HOC
June 16, 2015

EXISTING OPERATIONS REVIEW

Site Circulation:

1. To what degree to inmates circulate?
2. Escorted or not?
3. Are there outdoor activities that occur other than in fenced yards or are circulating inmates expected to move quickly to their destination.

Administration and Security:

1. Does administration need to include security operations officers outside of the perimeter, or should these functions be inside. We have heard that these should be together.
2. Should staff training and locker areas be within administration or should these be with the entrance associated with the proposed new visitation.
3. Typically, central control monitors main corridors and the secure facility perimeter. With entrances now located at various locations for the kitchen, for visitation and the warehouse, for intake (new), do you see this function as shared by two locations, or should this be consolidated?
4. Who controls the cells?
5. Who controls the housing unit sally ports?
6. Are inmates escorted to programs or allowed to circulate?
7. If Building 7 is to be one of the first buildings demolished, then security operations and IT will need to be relocated as a prior phase. Security can to to admin. Where should IT be relocated?

Visitation:

1. Will visitation continue to operate in two locations once a new facility is constructed?

Programs:

1. What program spaces are missing from the campus (possibly those deleted when building 11 was demolished)?

Medical:

1. What medical activities will remain in ID? What medical will be in the new reception?

OPPORTUNITIES FOR IMPROVEMENT

1. Circulation
2. Consolidation of Operations
 - a. Reception
 - b. Medical
 - c. Admin
 - d. Security Ops – Special Ops
 - e. Visitation
 - f. Laundry
 - g. Staff Areas
 - h. Programs and Training
3. What buildings will ultimately be removed?
4. What functional areas should be relocated to existing structures to remain?
5. What functional areas will need to be reconstructed?

PHASING

Phasing Option 1

- Phase I: Construct new reception/medical housing/lockup with some classrooms. Move reception from Buildings 1 and 9 to new building. Move out of Building 10.
- Phase II: Move admin from Building 1 into temporary structures. Renovate original admin/reception and construct addition to accommodate balance of admin/security/staff. Construct small structure at existing tower to accommodate IT demarcation point and Control 3. Move admin. from temporary structure and from building 7 to renovated/added spaces. Move security and staff to new admin.
- Phase III: Demolish Buildings 7 and 10. Construct new visitation/vehicle sally port building at prior location of Building 7 and adjacent to Control/IT. Move visitation into new building and out of Building 9.
- Phase IV: Demolish Building 9. Construction new housing at prior location of Buildings 9 and 11. Renovate service garage Building 4. The area for Building 10 should remain open for future or for recreation.

Phasing Option 2

- Phase I: Construct new reception/medical housing/lockup with some classrooms. Move reception from Building 1 and 9 to new building. Move out of Building 10.
- Phase II: Move admin from Building 1 into Building 9 or 7. Renovate original admin/reception and construct addition to accommodate balance of admin/security/staff. Construct small structure at existing tower to accommodate IT demarcation point and Control 3.

Worcester County Jail and HOC

Move admin. from building 7/9 to renovated/ added spaces. Move security and staff to new admin.

Phase III: Same

Phase IV: Same

Phasing Option 3

Phase I:

Phase II:

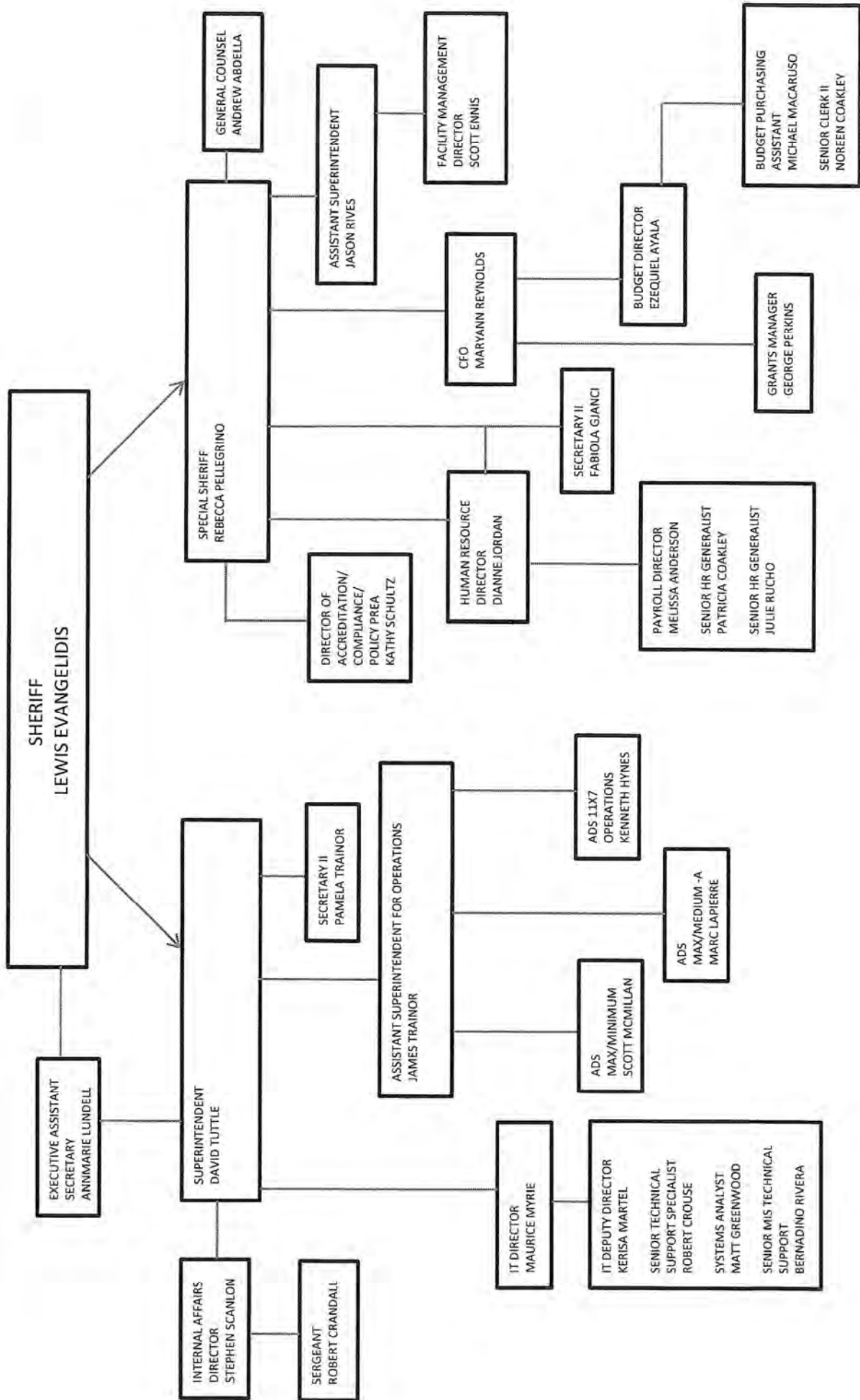
Phase III:

Phase IV:

ADMINISTRATION PROGRAM OF SPACES

Review program of spaces to be accommodated in new administration suite.

TABLE OF ORGANIZATION WORCESTER COUNTY SHERIFF'S OFFICE



#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.214	Senior HR Generalist	2	1	80 /worksta.	80	
Subtotal Net Square Feet					1,700	
Grossing Factor					1.50	
Subtotal Gross Square Feet					2,550	
1.300	SUPPORT AREAS					
1.301	Conference Room	6	2	160 /area	320	
1.302	Pantry/Break Room	1-6	1	100 /area	100	
1.303	Mail/Copier/Work Room	2	1	100 /area	100	
1.304	Office Supply Storage	-	1	200 /area	200	
1.305	Coat Closet	-	1	25 /area	25	
1.306	Staff Toilet (M/F)	1	2	50 /area	100	
1.307	Janitor Closet	-	1	20 /area	20	
Subtotal Net Square Feet					865	
Grossing Factor					1.50	
Subtotal Gross Square Feet					1,298	
1.000	Total Interior Net Square Feet				4,565	
1.000	Total Interior Gross Square Feet				6,848	

Note that I have also changed the grossing factor to additionally account for the fact that renovation areas are usually less efficient than new, and for the fact that we will likely need some utility spaces within the likely building addition.

DRL

MEETING NOTES

Date of Meeting	July 10, 2015	Project Name	Worcester Campus Plan and Admin Office Study
Date of Issuance	July 30, 2015	Project No.	SDW1502 HS1 / SMRT 15077
Location of Meeting	Worcester County Jail and HOC	Subject	Program Draft Review, Campus Plan Alternatives, Admin Concept Alternatives
Attendees	Rebecca Pellegrino, Scott Ennis, David Tuttle, Jay Rives, Kristen Olsen, David Lay		
cc: Kristen Olsen, Steve Gribbin, Jarret Groccia, David Lay, File 13113-222			

Item	Notes	Actions
1	<p>Program</p> <ul style="list-style-type: none"> A. A draft program was reviewed and revisions noted. (Refer to attached updated program for incorporated comments and corrections.) B. 550 are employed at all of the correctional facilities by the County. Of these, 500 are at the Main Jail/ Mod Complex. 350 of those are correctional staff. C. Lockers are needed only for correctional staff. Current lockers at the main jail count 136. D. The Main Warehouse (Building 26, outside of the secure perimeter) includes a fitness center for use by all staff. E. The Emergency Response Team has facilities within the Special Operations Group area. No new ERT area is needed. F. The Armory is located within Control 3 and will need to be relocated. G. The potential addition to the Main Jail Admin area (1E) would preferably have a new entrance for administrative personnel only, retaining the existing entrance for the public. ADA access could remain as it is now located for public use, with new spaces also being located at the new admin entrance for jail personnel use. H. Staff training classrooms could move to the Main Jail Admin area (1E), SMRT will evaluate in sketches. I. The existing intake area includes space which was constructed as a county lock-up. This space is currently used for the facility restraint chair because it is isolated. Because the lock-up does not easily accommodate renovation, this use will be presumed to continue, and circulation/access designed to permit this. Sound isolation should also be considered. J. The Main Jail has Human Services personnel who are now in various locations. These could be consolidated within the new admin area, providing a benefit to that operation. Refer to revised program for requirements. K. The existing facility has no room left for future growth or change. 	<p>All please review program for accuracy and correlation to discussions.</p>

1507710 SDW1501 HS1 Meeting Notes

	<p>Existing department personnel are not located together as spaces cannot be found to suit them all. Others are necessarily sharing spaces when they should have dedicated spaces for their function. The space program will provide limited additional/flex spaces anticipating that some new spaces are now needed. (Refer to program.)</p> <ul style="list-style-type: none"> L. Parking should be added near the proposed administrative entrance for command staff and visitors (space permitting). M. The layout of administration should anticipate public access and activity. Human Resources is the department most often receiving visitors, and so best suited to be near the lobby. 	
<p>2 Phasing</p>	<ul style="list-style-type: none"> A. The new Intake/Release facility now being planned will not be able to provide program/classroom spaces for inmates. The floor of the existing facility utilized for these functions has collapsed in some areas, making this facility untenable. Any initial development phase must include accommodations for inmate programs. The existing modular warehouse may be the only quickly-available option. DCAMM suggested that if existing first level storage and service spaces within the warehouse (other than the server room) could be located upstairs, the first floor would likely provide the best area available for programs. B. WCSO will provide floor plans of the existing warehouse first level utilizing on-site personnel to measure and draw the facility. C. The available spaces within the warehouse will be studied for fit of the needed program activities. D. SMRT presented several concept options for final development of the Modular Complex, accepting that the existing structures now on piles will all be demolished. The functions which require new accommodations include visitation, staff support, and programs. (See below.) 	<p>DT will provide floor plans of the existing warehouse first level,</p>
<p>3 Campus Plan Alternatives Modular Complex –Preliminary Conclusions</p>	<ul style="list-style-type: none"> A. SMRT presented several concept options for final development of the Modular Complex, accepting that the existing structures now on piles will all be demolished. The functions which require new accommodations not yet planned include visitation, staff support, and programs. B. Site circulation suggests that the existing modular administration building location should remain the primary access point through the secure perimeter for visitors, staff, and service vehicles for the south campus. C. If programs/classroom areas are located within the Modular Warehouse, a new structure housing staff support spaces, visitation, and Control 3 appears to provide the simplest and most compact replacement structure. D. The vehicle sally port would locate well to the east of the existing warehouse to remove sally port activity away from inmates participating 	<p>SMRT will develop the modular campus plan further considering phasing and revised program fit.</p>

1507310.50WQ15113 HST Meeting Notes

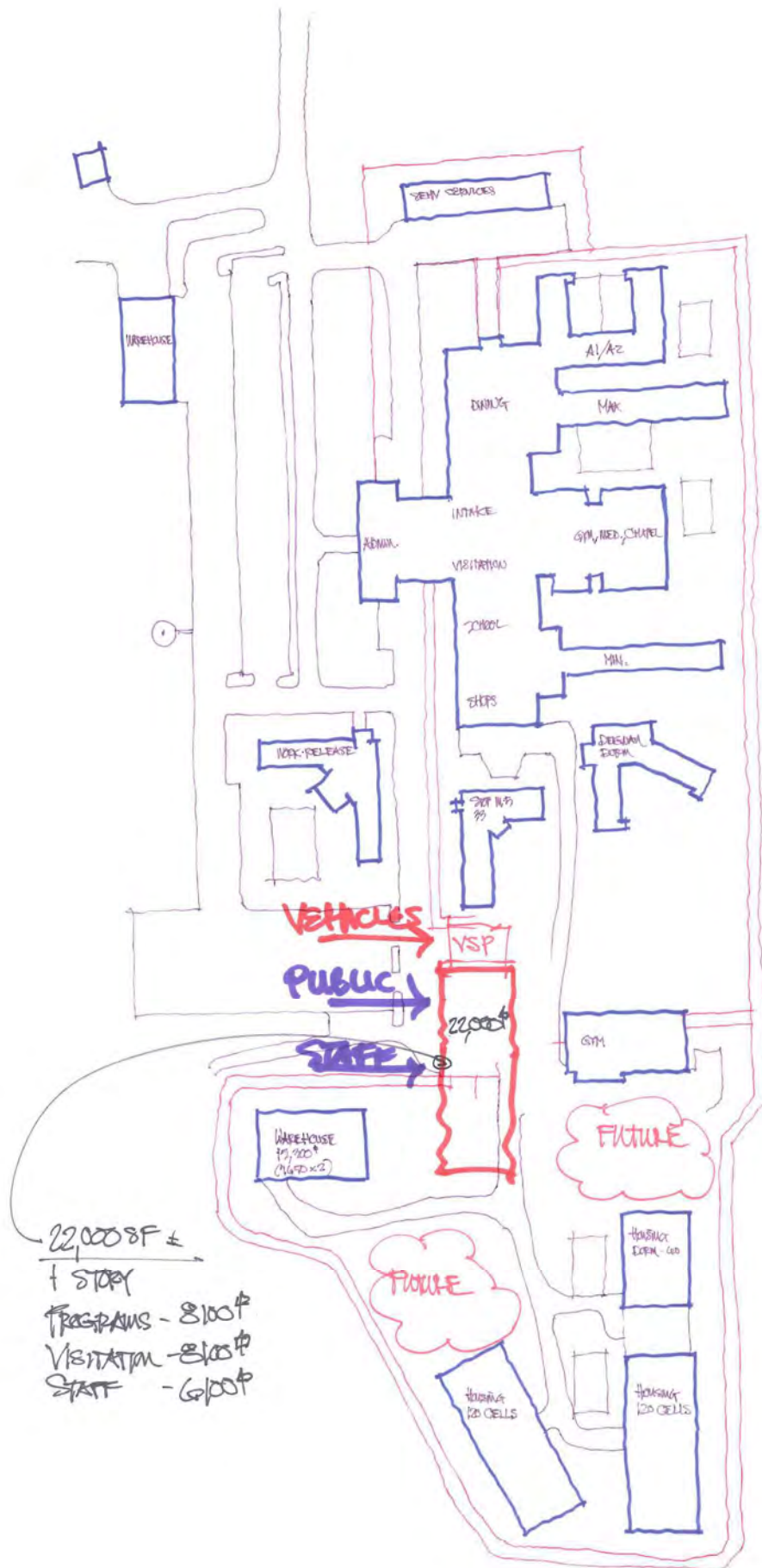


	<p>in visitation, activities at the gym, or transport.</p> <p>E. A two story facility located at the location of the existing Modular Administration Building permits the existing visitation operation to continue where currently located while a new building is constructed.</p> <p>F. Thus: Option B.2, however with a two story structure, was found to be the preferred concept. Staff functions would be located on the upper level.</p> <p>G. SMRT will develop this alternative, also considering how the existing warehouse might accommodate programs. Accommodation of programs functions is prerequisite to the concept's success.</p>	
<p>4</p>	<p>Campus Plan Alternatives Main Jail – Preliminary Conclusions</p> <p>A. SMRT presented several site options for providing additional space for Administration functions. All options include an addition to the Main Jail.</p> <p>B. Based upon the preliminary program, the additional space needed for Administration functions is approximately 15,000 gross square feet. Given that the existing administrative space is approximately 6,000 sf, and the existing intake/release area will have approximately 5,000 sf made available, an addition would require approximately 4,000 sf or 9,000 sf depending upon the ability for the existing intake/release area to be reattributed to administrative functions.</p> <p>C. The intake/release area should be utilized. SMRT presented a concept sketch of how the space within that area could be accessed. Concern was expressed that with the existing lobby control area providing a barrier to interconnection, the administrative department would be divided. SMRT will consider options and develop further concepts for consideration.</p>	<p>SMRT will develop alternatives for the development of the Administrative suite based upon the updated program and the available spaces in the Main Jail, and the available space on the site to the north of the existing administrative area.</p>
<p>5</p>	<p>Existing Utilities/ Conditions</p> <p>A. The sewer is old and composed of various materials including clay tile, possibly asbestos cement. The sewer enters the site from the hill to the east, routes south of Deignan and through the campus north of the modular units. A grinder is located southwest of the facility. Sewers gravity drain from the main facility to a lift pump associated with the grinder.</p> <p>B. Domestic hot water for the Main Jail is generated in the central plant (SEHV Services Building), and pumped through the Main Jail. Modular units are served by instantaneous gas hot water heaters at each building.</p> <p>C. There are three generators serving the Main Jail/ Modular Complex. One is located in the SEHV Services Building which serves the central plant. The Main Jail is served by a pair of 392 amp/480V generators within a building addition located west of the existing intake drive. The Modular Complex is served by a generator located on the perimeter road east of the housing units.</p> <p>D. The boiler plant is a hot water – natural gas fired facility serving the</p>	<p>SMRT will plan site visits by engineers to help scope the work needed to add onto the existing Main Jail.</p>

15071050W1501 HST Meeting Notes

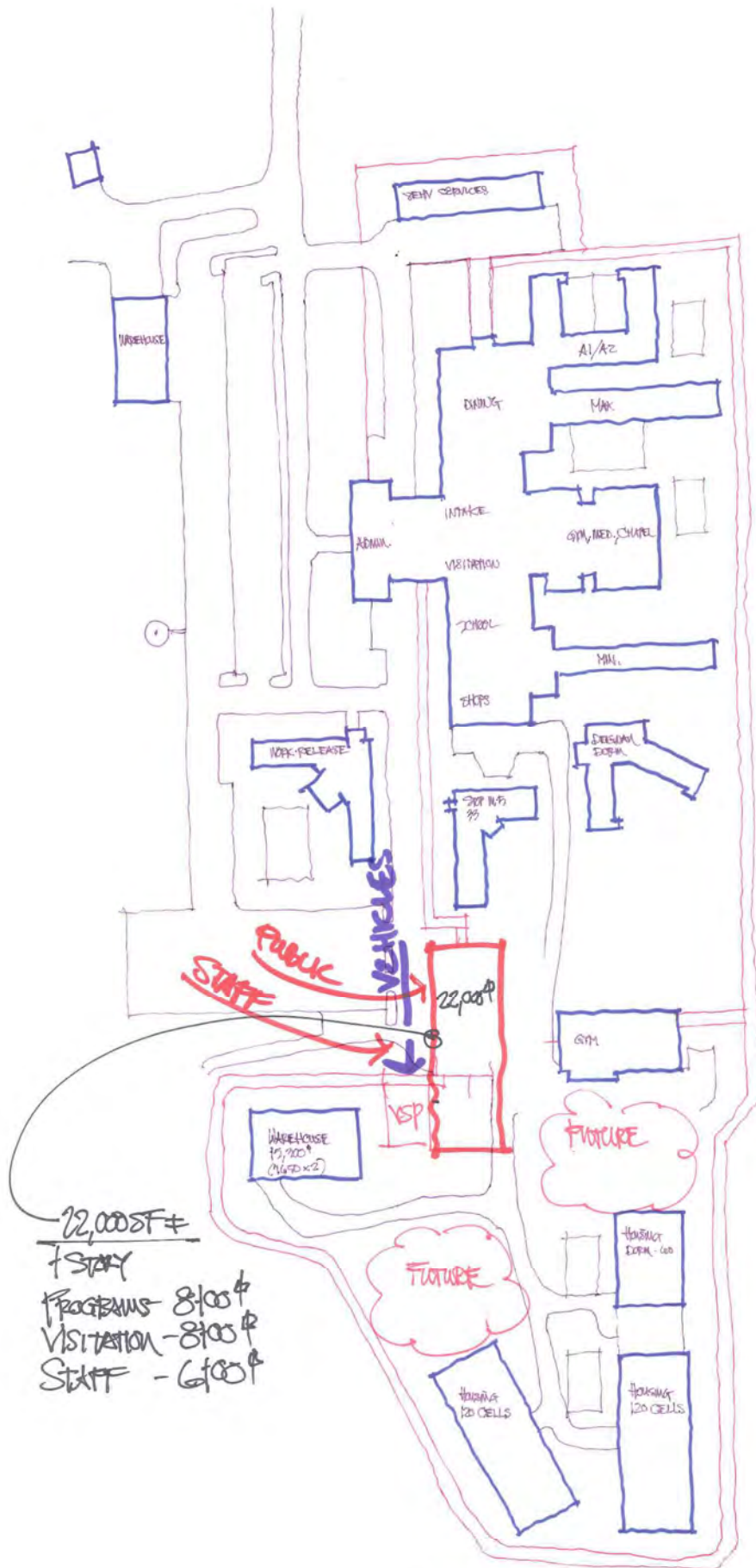
	Main Jail. Modular buildings are served by gas-fired rooftop units. E. Cooling within the facility is by DX cooling only, with no central plant chiller. F. The Main Jail is believed to be on concrete spread-footings.	
6	Next meeting is July 28.	

Attachments: Campus plan alternatives, administration concept sketch,
Respectfully submitted by David Lay – SMRT.



22,000 SF ±
 1 STORY
 PROGRAMS - 8100 SF
 VISITATION - 8100 SF
 STAFF - 6000 SF

A.t



22,000 SF ±
 + STAFF
 PROGRAMS - 8,100 SF
 VISITATION - 8,100 SF
 STAFF - 6,100 SF

A.2

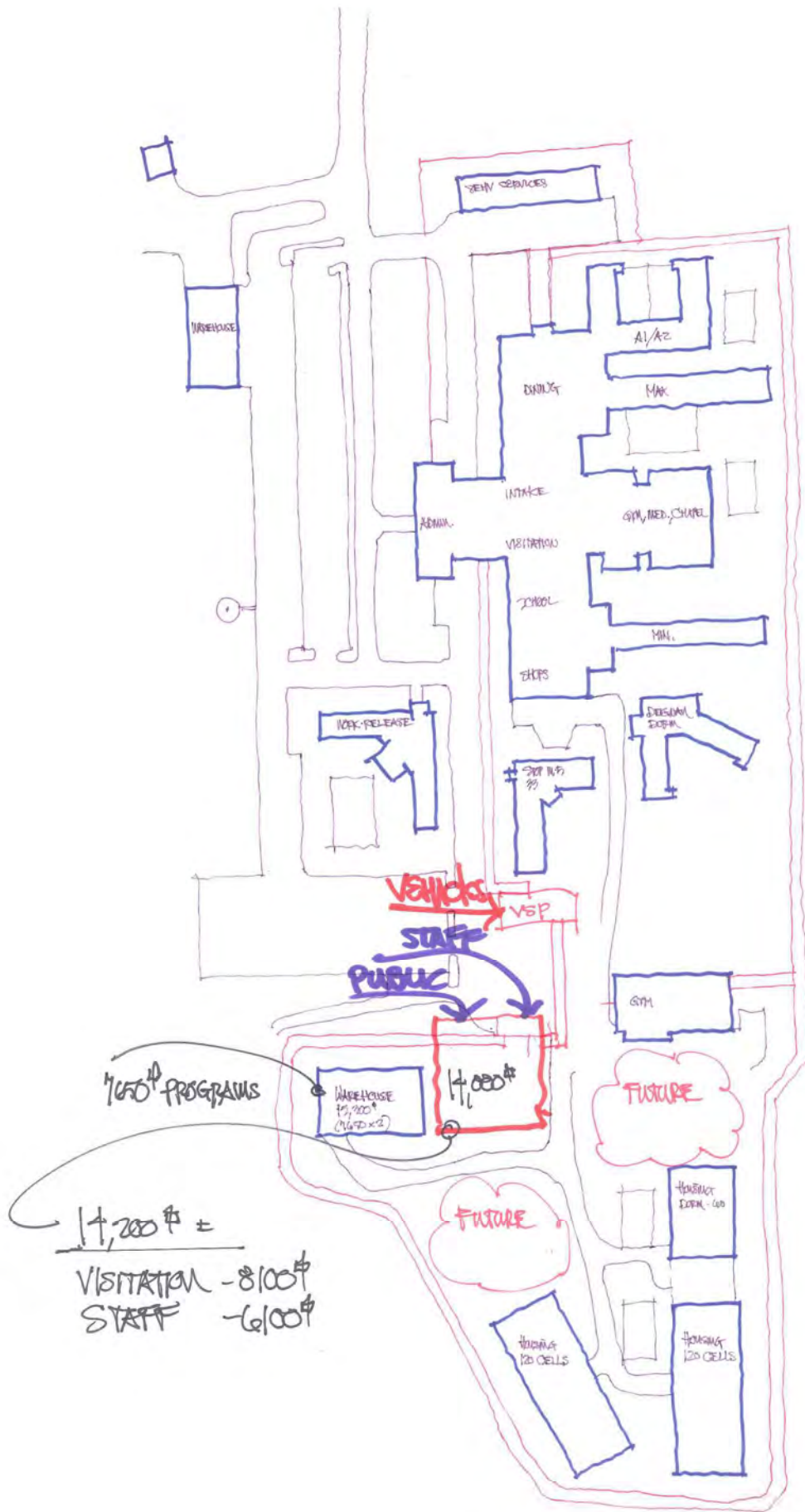


SMRT, Inc.
 One Dundee Park, #4
 Andover, MA 01810
 Tel. (978) 474-1721

Worcester County HOC
 and Jail
 Boylston, MA
 SMRT Project 15077

Date July 10, 2015
 Issue _____
 Reference _____





1650 Programs

Warehouse 15,000 sq ft (15,000 x 2)

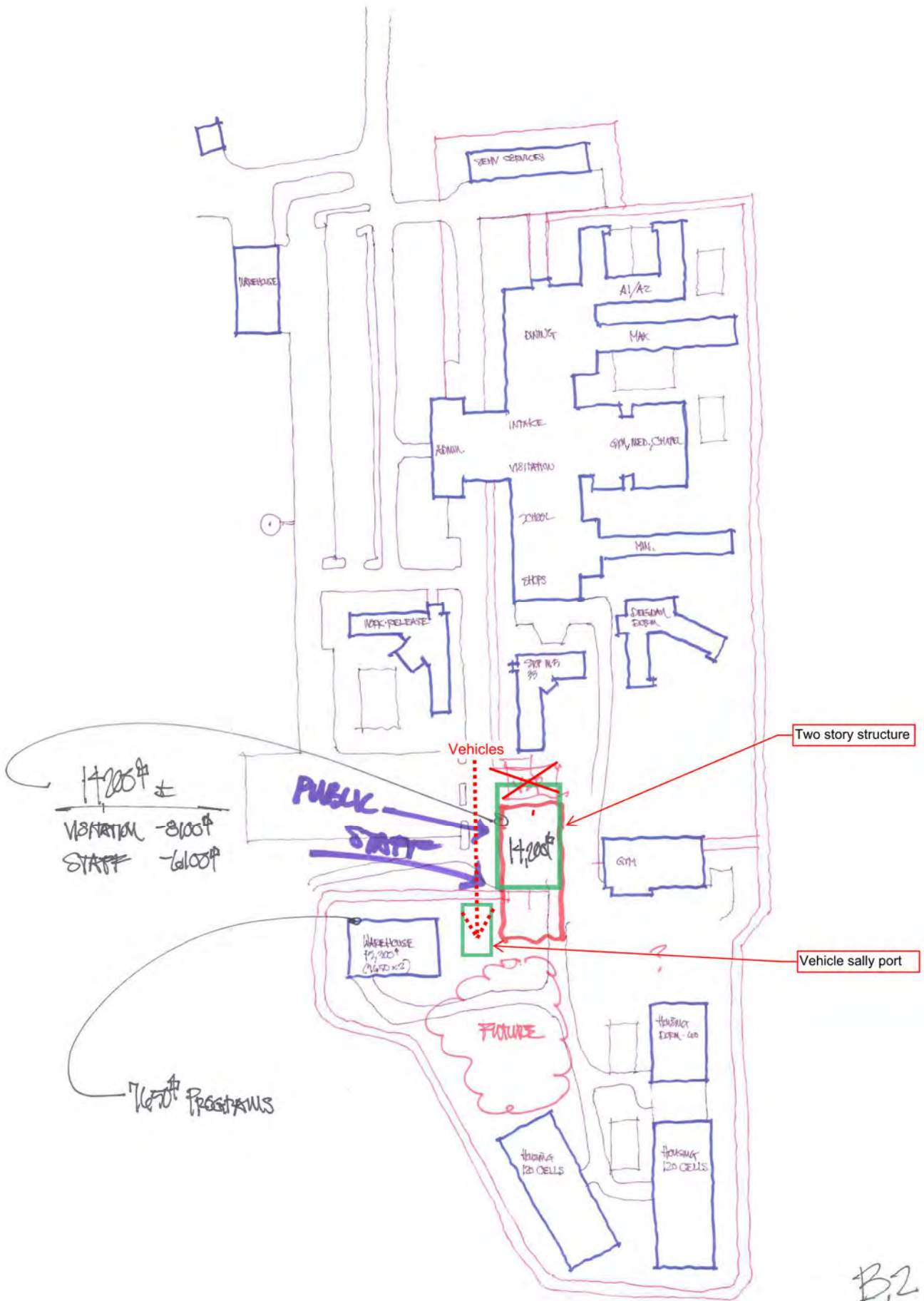
14,000 sq ft

14,200 sq ft ±

Visitation - 8,100 sq ft

Staff - 6,100 sq ft

B. t



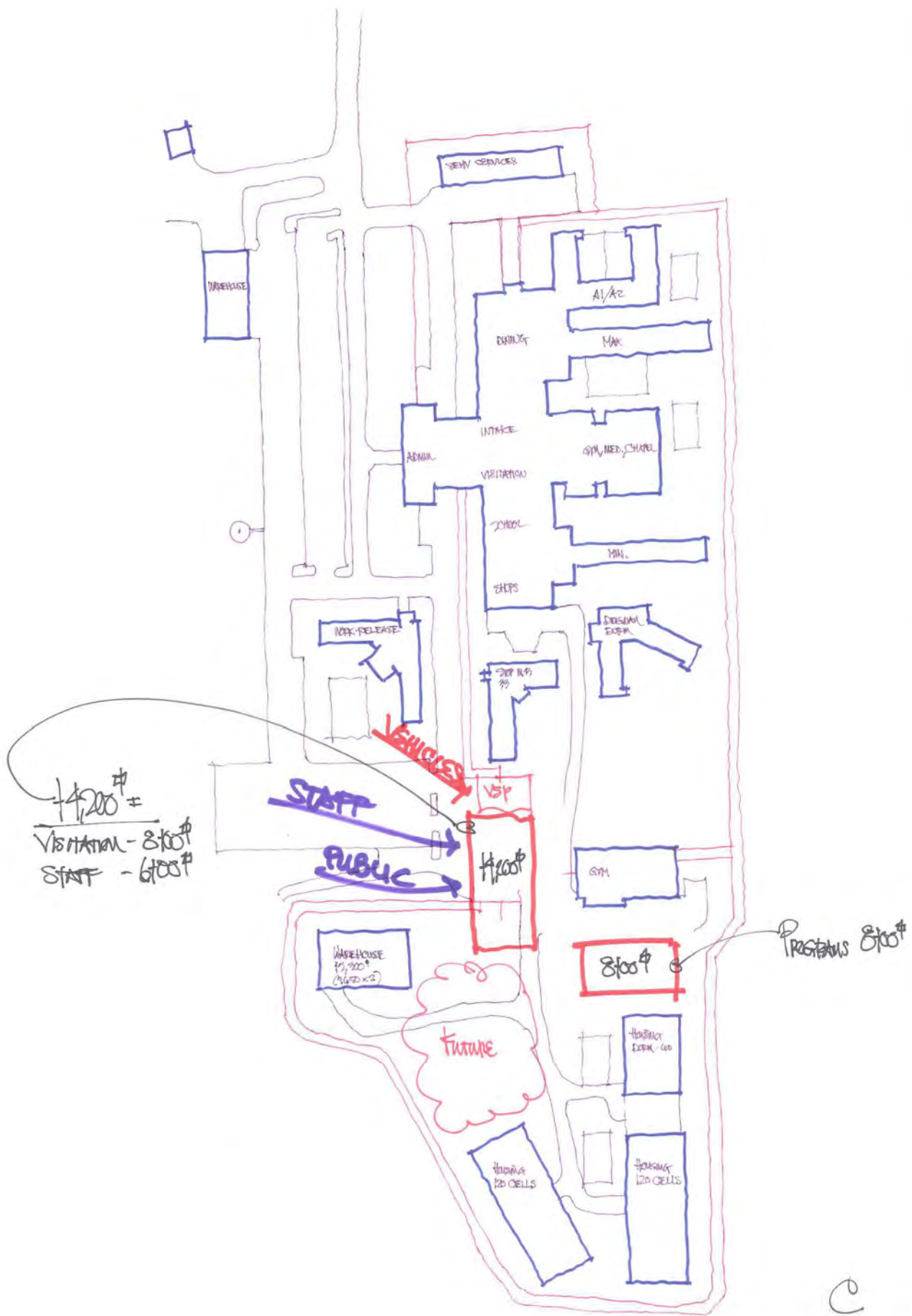
14,200 sq ft ±
 Visitation - 8100 sq ft
 Staff - 6100 sq ft

16,000 sq ft Programs

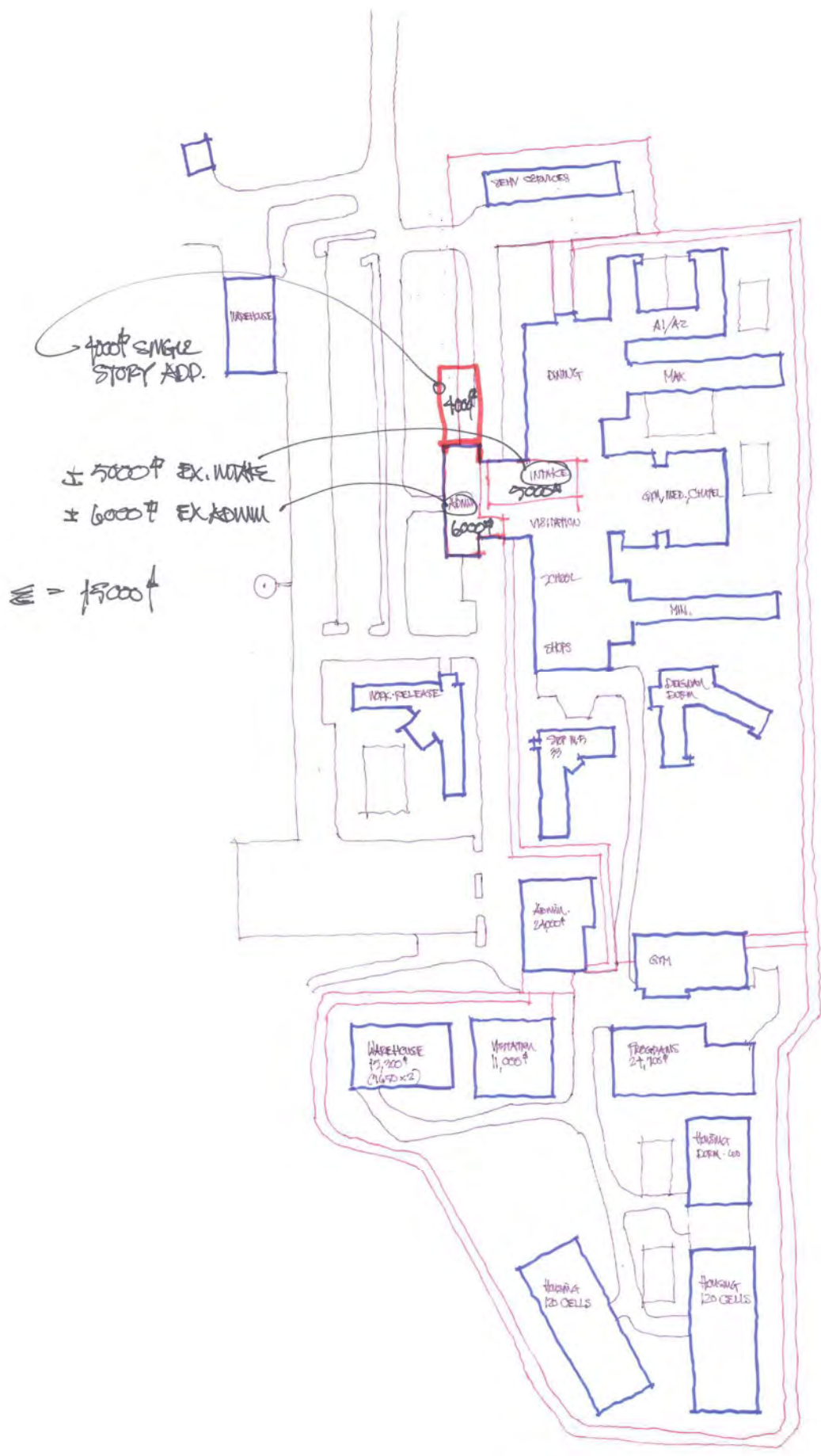
Two story structure

Vehicle sally port

B.2
 Rev.
 5

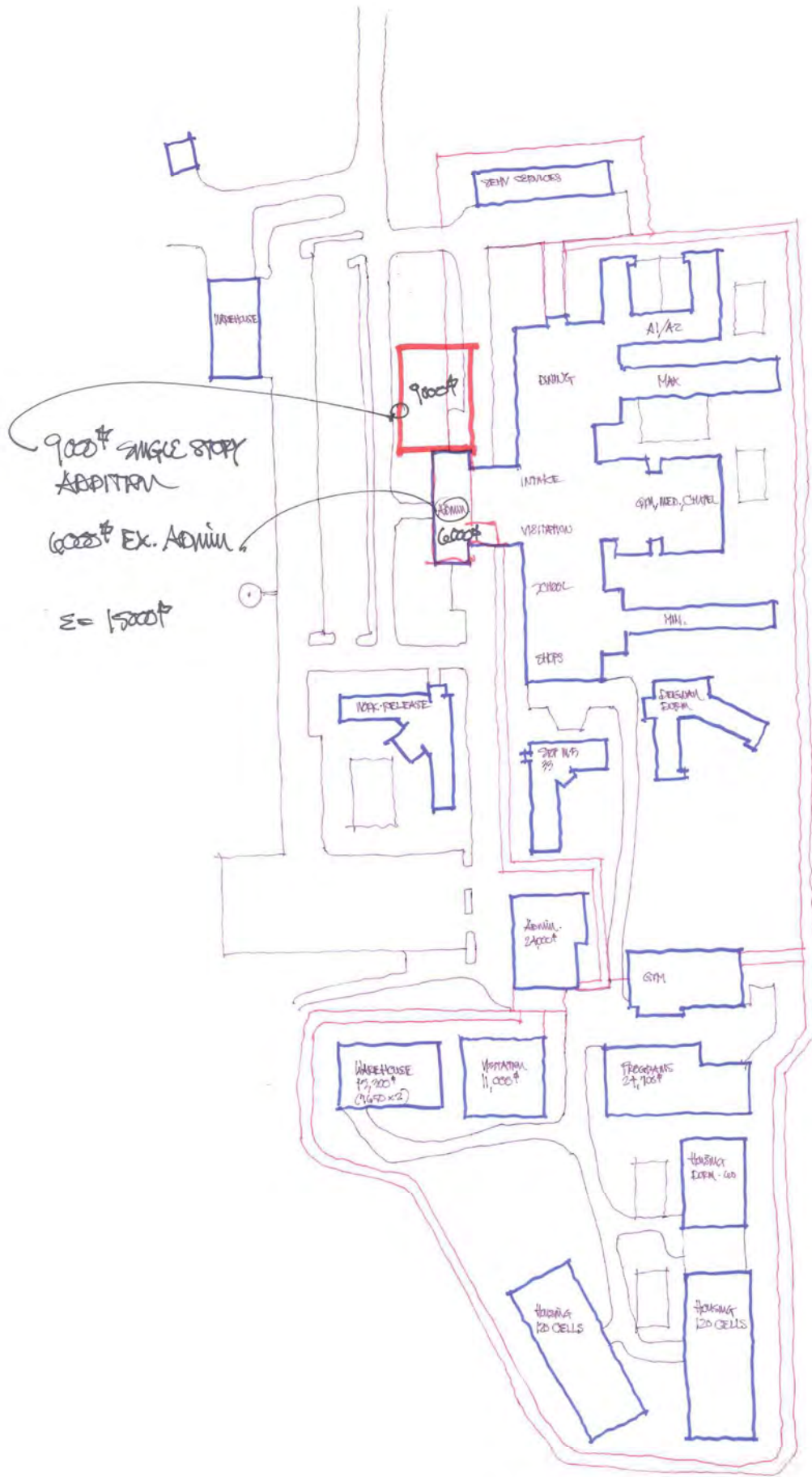


$\frac{4,200 \text{ sq ft}}{\text{VISITATION} - 8,000 \text{ sq ft}}$
 $\text{STAFF} - 6,000 \text{ sq ft}$



D. f





D.2

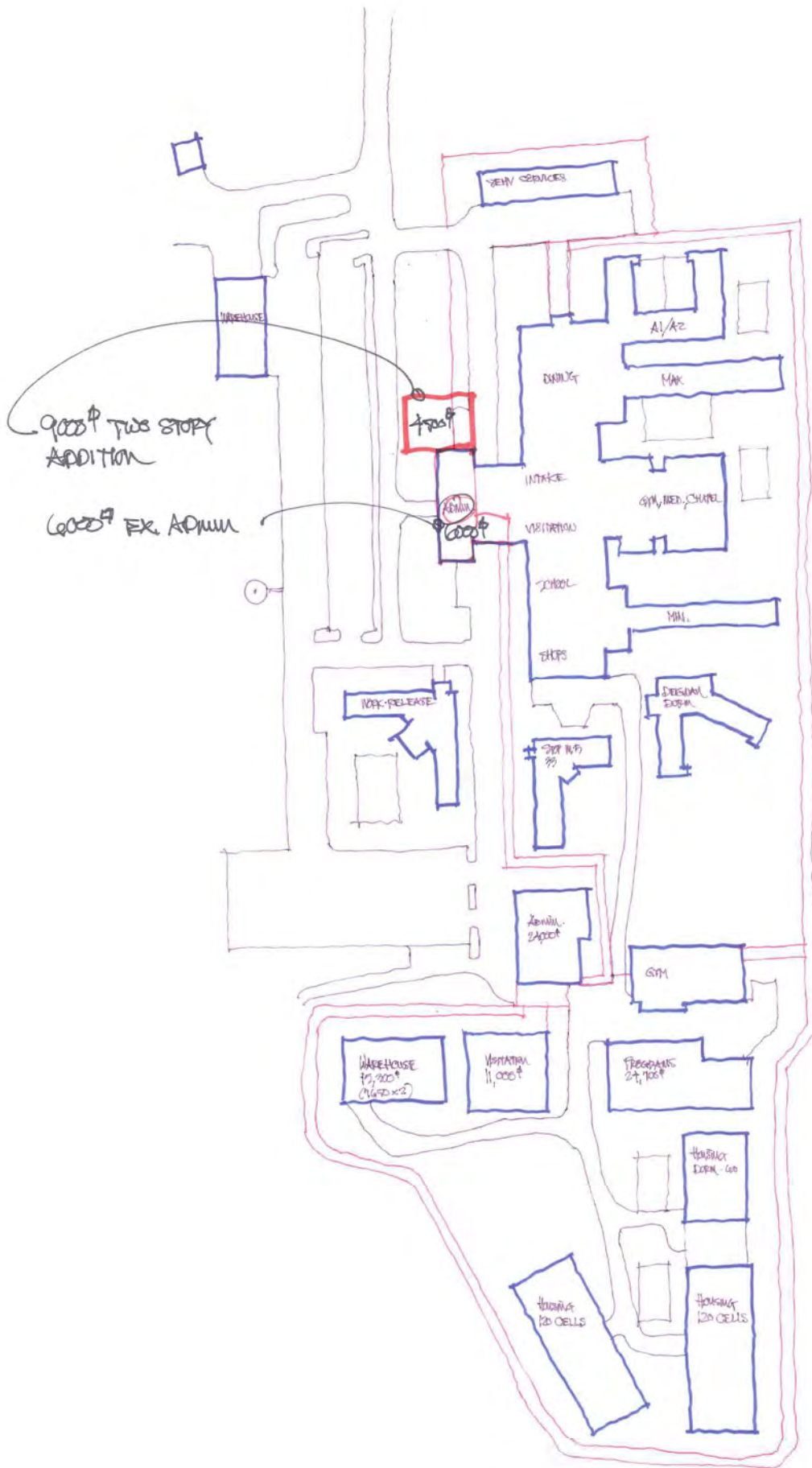


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Worcester County HOC
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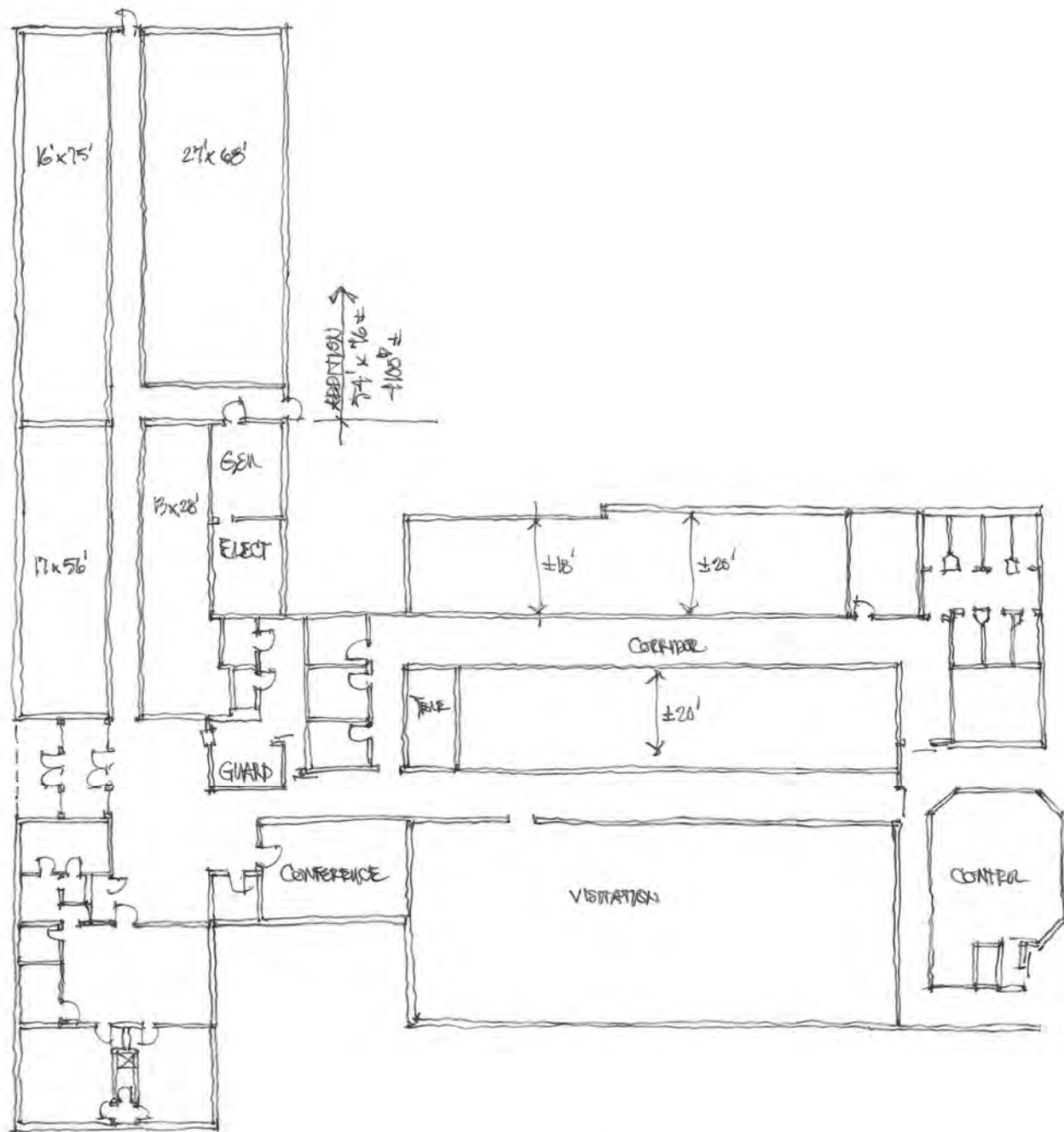
Date July 10, 2015
Issue _____
Reference _____





D.S





SMRT, Inc.
 One Dundee Park, #4
 Andover, MA 01810
 Tel. (978) 474-1721

Worcester County HOC
 and Jail
 West Boylston, MA
 SDW1502 HS1
 SMRT Project 15077

Date July 10, 2015
 Issue _____
 Reference _____

10

MEETING NOTES

Date of Meeting	July 28, 2015	Project Name	Worcester Campus Plan and Admin Office Study
Date of Issuance	August 5, 2015	Project No.	SDW1502 HS1 / SMRT 15077
Location of Meeting	Worcester County Jail and HOC	Subject	Admin Concept Alternatives
Attendees	Rebecca Pellegrino, Scott Ennis, David Tuttle, Jay Rives, Kristen Olsen, David Lay, Polly Welch, Christopher Becker		

cc: Kristen Olsen, Steve Gribbin, Jarret Groccia, David Lay, File 13113-222

Item	Notes	Actions
1	<p>Program</p> <p>A. SMRT shared an update of the program with all, indicating that the program had been updated to reflect prior discussions, and to show an area for staff lockers within the Main Jail. (See attached for current version.)</p> <p>B. The building area including renovations and addition is larger than strictly moving the minimum administrative staff identified by WCSO on the org chart due to the inclusion of more operations (Special Services and Dispatch).</p>	
2	<p>Phasing</p> <p>A. WCSO has found plans of the original modular warehouse, and will mark these with changes to partitions made since constructed. DCAMM will scan the documents and distribute them.</p> <p>B. One of the phasing concepts developed depends upon the success of locating Program needs within the existing warehouse. SMRT will test fit the Program needs within the warehouse once plans are available. There will be a phasing alternative that reflects a different location for the Modular Programs classrooms.</p> <p>C. The warehouse is accessible, though slopes may need some ramps or reworking.</p> <p>D. SMRT will write a narrative to describe the preferred phasing plan. <i>This is a conceptual draft. The contents of this conceptual draft were only presented in part at the meeting. The final preferred phasing plan will be subject to DCAMM and WCSO review and comment:</i></p> <p>a. <i>Phase I</i></p> <p>i. <i>Construct Intake-Release and Medical facility.</i></p> <p>ii. <i>Move Intake/Release (both Main Jail and Mod operations) and Modular Medical to new Intake-Release,</i></p>	<p>DCAMM will scan warehouse plans and distribute to all.</p> <p>WCSO will mark warehouse plans with partition corrections.</p> <p>DCAMM will evaluate and provide input on accessibility measures related to this study.</p>

150728 SDW1502 HS1 Meeting Notes_v08-05-2015

	<p style="text-align: center;"><i>Medical facility.</i></p> <p>b. Phase II</p> <ul style="list-style-type: none"> <i>i. Renovate Modular Warehouse to accommodate Programs.</i> <i>ii. Move Programs to Modular Warehouse.</i> <p>c. Phase III</p> <ul style="list-style-type: none"> <i>i. Construct new Main Jail Administration addition at existing Main Admin (Bldg 1E).</i> <i>ii. Move current Main Jail Administration operation to completed Administration addition.</i> <i>iii. Renovate Main Jail Administration and prior Main Jail Intake/Release areas.</i> <i>iv. Move Administration, Special Services, and IT staff to combined Main Jail Administration renovation and addition areas.</i> <p>d. Phase IV</p> <ul style="list-style-type: none"> <i>i. Renovate prior "Modular Receiving/Visitation" (Bldg. 9) to temporarily accommodate Modular Staff (, staff lockers, and Modular ADS) and new visitor security check and waiting area.</i> <i>ii. Move Modular Staff to renovated temporary facilities</i> <p>e. Phase V</p> <ul style="list-style-type: none"> <i>i. Renovate Central Control to provide card reader and state-of-the-art controls technology.</i> <i>ii. Move Control 3 functions to renovated central control facility.</i> <p>f. Phase VI</p> <ul style="list-style-type: none"> <i>i. Demolish DOL (Bldg. 10) and "Mods Admin" (Bldg. 7) buildings including Control 3.</i> <p>g. Phase VII</p> <ul style="list-style-type: none"> <i>i. Establish temporary vehicle sally port for access to Modular Campus. (This requires further thought.)</i> <i>ii. Construct new Modular Visitation/Staff building on the previous site of the Modular Administrative building (Bldg. 7).</i> <i>iii. Move Modular Visitation/Staff from temporary location to new facility.</i> <i>iv. Demolish Modular Visitation/Intake/Release building.</i> <i>v. Construct new vehicle sally port for access to campus.</i> 	
<p>3 Accessibility</p> <ul style="list-style-type: none"> A. All new and renovated areas will be fully accessible. B. The Main Jail front lobby currently has a South-side entrance with 2 accessible parking spaces. These cannot be used strictly by staff; some must remain open for visitors. 3 staff are reported to have parking tags at this time, with some parking near the Modular Campus. The current 		<p>DCAMM will advise on building area to be considered for calculation of triggers regarding accessibility.</p>



	<p>configuration of parking and lobby is not a violation, but should, be improved upon no later than the construction of the Administrative Addition.</p> <p>C. SMRT will calculate parking needs to meet 521CMR, offered here:</p> <p style="padding-left: 40px;">a. <i>There are approximately 417 parking spaces including those against the Main Jail. 521 CMR calls for 2% of spaces to be accessible, or 9. Of these, 521 CMR requires 1 to be a van accessible space. Of these 2010 ADA requires 2 to be van accessible spaces. A passenger loading zone is also required.</i></p> <p>D. If the project exceeds 30% of the CAMIS value, the “building” will be required to be made accessible. DCAMM will consider what constitutes the building area for the calculation. WCSO reported that none of the existing walls appear to be fire walls which would create a code division of buildings. This suggests that the structure (Bldg. 1) is one building. <i>(Note that the Main Jail was constructed in two projects with the original drawings not indicating issue dates, but understood to have been 1973. A1/A2 and Deignan were 1984. The modular campus was generally from 1989 – 90. The 1H Housing dorm design was dated 2002.</i></p> <p>E. The existing visitation toilet rooms have documented non-compliance items which the Administrative Addition project should plan to correct.</p>	
<p>4</p>	<p>SMRT presented two test-fits of the program within addition and renovation areas. As a result of test-fit discussions:</p> <p>A. The lobby should be designed to accommodate inmate visitor waiting 10 waiting.</p> <p>B. Option 1 is preferred to Option 2 for its layout of the administration addition.</p> <p>C. The Sheriff and executive team should remain near the existing main entrance in a suite. SMRT will develop this option. No back door is needed from this space. An executive waiting area should be provided.</p> <p>D. Mail can remain by the lobby. Deliveries are expected to be received at the door on the South side of the lobby. The dogs are expected to be within the attributed floor space and room.</p> <p>E. The existing armory currently issues weapons through the intake garage which is being repurposed as administrative offices based on the current alternatives. A new armory location will need to be established by WCSO (not as part of this project).</p> <p>F. Circulation through the prior Intake/Release area will require a sally port at the northeastern end (near the Old County Jail Lockup). This exit will likely be for emergency egress only, requiring staff to circle back to the main lobby and metal detector to enter the secure portion of the facility.</p> <p>G. Given that the closest entrance within the existing Main Jail Intake/Release is now to the west (in the existing lobby), the Human Services staff will be moved to be closer to that entrance.</p> <p>H. The northern entrance into the administrative addition will not be a public entrance. It will be limited to select staff and potentially to select</p>	<p>SMRT will develop options showing the sheriff north of the main entrance and other options.</p>

	<p>visitors. Vehicle access to this area is through a gate at present, though this may be changed in the future.</p> <ul style="list-style-type: none"> I. A waiting area should be provided within the administration area for waiting and reception. The door shall be controlled by Main Jail lobby security desk. The facility has no card reader system, leaving keys and a door button at the lobby guard station as options. J. Some concern was expressed in regards to an open office area with cubicles, and the potential for visitors to remove articles. With the Sheriff's office being placed to the south of the lobby, however, visitors entering the administrative space is not as great a concern. Control will need to be in place to limit public access to this area. K. SMRT will add a storage room for inmate supplies near Finance. The Plan Room will be located outside of the administration area (not in project). L. Adjacencies were discussed. See attached revised program document. <ul style="list-style-type: none"> a. Dispatch will be co-located with Main Jail Special Services. b. HR and Finance should be proximate. c. The Sheriff, Special Sheriff and Superintendent shall share a suite with workstations for a Public Relations specialist and two secretaries in the Executive waiting area. d. The Assistant Superintendents shall be proximate to the Exec. Suite. e. There is not a separate telephone monitor room. This role is filled by the Dispatch Supervisor. This office will be deleted from the previous version of the tabular program. M. Special Services might be better more isolated. SMRT will consider options. N. WCSO will verify the number of file cabinets needed for Finance. (12) 	
5	Next meeting is TBD	

Attachments: Revised Program, Administration Concept Sketches.
 Respectfully submitted by David Lay – SMRT & Kristen Olsen, DCAMM.



Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.000 ADMINISTRATION						
1.100 ADMINISTRATION						
1.101	Entry Vestibule	4-6	1	200 /area	200	Existing
1.102	Public Lobby	25	1	800 /area	800	Existing, 10 waiting
1.103	Sheriff's Office	1	1	300 /office	300	Exec adjacency
1.104	Sheriff's WC/Shower	1	1	65 /area	65	Exec adjacency
1.105	Exec. Secy.	1	1	100 worksta.	100	Exec adjacency
1.106	Secretary II	1	1	80 /worksta.	80	Exec adjacency
1.107	Special Sheriff	1	1	220 /office	220	Exec adjacency
1.108	Waiting	4	1	25 /person	100	Exec adjacency
1.109	Superintendent	1	1	220 /office	220	Exec adjacency
1.110	Public Relations	1	1	80 /worksta.	80	Exec adjacency
1.111	General Counsel	1	1	160 /office	160	
1.112	Asst. Superintendent	1	3	160 /office	480	
1.113	ADS Max/Min	1	1	120 /office	120	
1.114	ADS Max/Med A	1	1	120 /office	120	
1.115	ADS 11 x 7 Operations	1	1	120 /office	120	
1.116	Internal Affairs	2	1	240 /office	240	
1.117	Fac. Manage. Director	1	1	120 /office	120	
1.118	Director of Accreditation	1	1	120 /office	120	Accreditation adjacency
1.119	Accreditation Assist.	1	1	80 /worksta.	80	Accreditation adjacency
1.120	CFO	1	1	120 /office	120	Finance adjacency
1.121	Grants Manager	1	1	80 /worksta.	80	Finance adjacency
1.122	Budget Director	1	1	120 /office	120	Finance adjacency
1.123	Purchasing Assist.	1	1	80 /worksta.	80	Finance adjacency
1.124	Senior Clerk	2	1	80 /worksta.	160	Finance adjacency
1.125	Canteen	2	1	80 /worksta.	160	Finance adjacency
1.126	HR Director	1	1	120 /office	120	HR adjacency
1.127	Secretary II	1	1	80 /worksta.	80	HR adjacency
1.128	Waiting	4	1	25 /person	100	HR adjacency
1.129	Payroll Director	1	1	120 /office	120	HR adjacency
1.130	Senior HR Generalist	3	1	80 /worksta.	240	HR adjacency
1.131	ID Room	0	1	80 /area	80	HR adjacency
1.132	Flex Office	1	1	120 /office	120	
Subtotal Net Square Feet					5,305	
Arrange in suite similar to existing, near to lobby and public access.		Grossing Factor			1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					7,958	
1.300 INFORMATION TECHNOLOGY						
1.301	IT Director	1	1	120 /office	120	
1.302	IT Deputy Dir.	1	1	80 /worksta.	80	
1.303	Sr. Tech Support Spec.	1	1	80 /worksta.	80	
1.304	Systems Analyst	1	1	80 /worksta.	80	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
1.305	Sr. MIS Tech Support	2	1	80 /worksta.	160	
Subtotal Net Square Feet					520	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					780	
1.400 SUPPORT AREAS						
1.401	Conference Room	20	1	514 /area	514	Existing
1.402	Conference Room	6-12	2	160 /area	320	
1.403	Pantry/Break Room	1-6	1	100 /area	100	
1.404	Mail/Copier/Work Room	2	1	100 /area	100	
1.405	HR Files	0	1	120 /area	120	Rolling Files - 210 lf of shelf = 3 trolleys 2' x 7'. Room 10' x 12'.
1.406	Finance Files	0	1	100 /area	100	12 file cabinets.
1.407	Office Supply Storage	0	1	200 /area	200	
1.408	Inmate Supplies	0	1	100 /area	100	
1.409	IT Electronics	0	1	64 /room	64	
1.410	Coat Closet	0	1	25 /area	25	
1.411	Staff Toilet (M/F)	1	4	50 /area	200	
1.412	Janitor Closet	0	1	20 /area	20	
Subtotal Net Square Feet					1,863	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,795	
1.500 MAIN JAIL STAFF SUPPORT (Can be outside of secure perimeter.)						
1.501	Break Room	12	1	300 /area	300	
1.502	Men's Lockers	150	1	8 /locker	1,200	
1.503	Men's Toilet/Shower	6	1	400 /area	400	
1.504	Women's Lockers	15	1	6 /area	90	
1.505	Women's Toilet/Shower	3	1	200 /area	200	
Subtotal Net Square Feet					2,190	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					3,285	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
 West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
		1.000		Total Interior Net Square Feet	9,878	
		1.000		Total Interior Gross Square Feet	14,817	

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Worcester County Jail and HOC
West Boyleston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
2.000 SPECIAL SERVICES						
2.100 SPECIAL SERVICES						
2.101	Investigations	6	1	80 /workstati	480	
2.102	Special Serv. Captain	1	1	120 /office	120	
2.103	Special Serv. ADS	1	1	120 /office	120	
2.104	Disc. Hearing Board	2	1	240 /office	240	
2.105	Secretary	1	1	80 /workstati	80	
2.106	Interview	4	1	100 /room	100	
2.107	Evidence	0	1	120 /room	120	
2.108	Storage	0	1	100 /room	100	
2.109	Mail	4	1	380 /office	380	3 desks
Subtotal Net Square Feet					1,740	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,610	
1.200 DISPATCH						
1.201	Supervisor	1	1	160 /office	160	
1.202	Dispatch	2	1	240 /room	240	
1.203	Break	2	1	120 /area	120	
Subtotal Net Square Feet					520	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					780	
2.000		Total Interior Net Square Feet			2,260	
2.000		Total Interior Gross Square Feet			3,390	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boyleston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
3.000	HUMAN SERVICES					
3.100	HUMAN SERVICES - MAIN JAIL					
3.101	Counselors	5	1	80 /workst.	400	
3.102	Interview	3	1	100 /room	100	
				Subtotal Net Square Feet	500	
				Grossing Factor	1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
				Subtotal Gross Square Feet	750	
	3.000			Total Interior Net Square Feet	500	
	3.000			Total Interior Gross Square Feet	750	

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Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
4.000 MOD STAFF SUPPORT						
4.100 MOD STAFF SUPPORT (Can be outside of secure perimeter.)						
4.101	Classroom	30	1	35 /person	1,050	Operable wall to subdivide, Folding desks. This function can be located either in the Main Jail, or in the Modular Complex.
4.102	Break Room	12	1	300 /area	300	
4.103	Training Equipment	0	1	150 /area	150	
4.104	Men's Lockers	150	1	8 /locker	1,200	
4.105	Men's Toilet/Shower	6	1	400 /area	400	
4.106	Women's Lockers	15	1	6 /area	90	
4.107	Women's Toilet/Shower	3	1	200 /area	200	
Subtotal Net Square Feet					3,390	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					5,085	
4.200 MOD COMMAND (Inside secure perimeter.)						
4.201	Deputy ADS	1	1	120 /office	120	
4.202	Captains	3	1	80 /cubicle	240	3 captains - 3 shifts
4.203	Lieutenants	3	1	80 /cubicle	240	9 lieutenants - 3 shifts
4.204	Roll Call	20	1	35 /desk	700	classroom desks
4.205	Conference Room	6-8	1	180 /area	180	
4.206	Break Room	12	1	300 /area	300	Required only if 4.102 not accessible from this area.
Subtotal Net Square Feet					1,780	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,670	
4.000	Total Interior Net Square Feet				5,170	
4.000	Total Interior Gross Square Feet				7,755	

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Worcester County Jail and HOC
West Boyleston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
5.000	NEW-MEN UNIT					
5.100	NEW-MAN UNIT					
5.101	Sallyport	1-10	1	100 /area	100	
5.102	Interview Room	6	1	180 /area	180	
5.103	Officer Workstation	1	1	60 /area	60	
5.104	Inmate Cells	2	35	80 /cell	2,800	Wet rooms, double occupancy, embeds for future double occupancy; 1 ADA.
5.105	Showers/Changing	1	8	40 /area	320	
5.106	ADA Compliant Shower/Changing	1	1	50 /area	50	
5.107	Dayroom/TV/Dining	70	1	35 /person	2,450	
5.108	Multi-Purpose/ Activities Room	16	2	200 /area	400	
5.109	Video Visitation Kiosks	1	4	15 /area	60	
5.110	Food Cart/Trash Alcove	-	1	80 /area	80	
5.111	Storage Closet	-	1	80 /area	80	
5.112	Janitor Closet	-	2	50 /area	100	
5.113	Staff Toilet	1	1	50 /area	50	
Subtotal Net Square Feet					6,730	
Grossing Factor					1.65	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					11,105	Per Unit
<i>Number of Units</i>					<i>2</i>	
5.000	Total Interior Net Square Feet				13,460	
5.000	Total Interior Gross Square Feet				22,209	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
6.000 MOD PROGRAMS & ACTIVITIES						
6.100 MOD PROGRAMS AND ACTIVITIES ADMINISTRATION						
6.101	Private Office	1	1	120 /office	120	
6.102	Open Office Cubicles	3	1	80 /worksta.	240	
6.103	Printer/Copier/Alcove	1	1	40 /area	40	
6.104	Supply Closet	1	1	70 /area	70	
6.105	Staff Restroom	1	1	50 /area	50	
6.106	Pantry	3	1	50 /area	50	
Subtotal Net Square Feet					520	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					780	
6.200 MOD PROGRAMS AND ACTIVITIES						
6.201	Multi-Purpose/Classrooms	20	4	25 /pers.+ 100	2,400	Suitable for computer training.
6.202	Education Storage	-	1	100 /area	100	
6.203	Chapel	25	1	25 /pers.+ 150	775	Equip as classroom as backup.
6.204	Library/Book Cart Room	1	1	400 /area	400	
6.205	Religious Articles Storage Room	-	1	80 /area	80	
6.206	Security Station	1	1	80 /area	80	
6.206	Inmate Restrooms	1	4	50 /area	200	
6.207	Janitor Closet	-	1	40 /area	40	
Subtotal Net Square Feet					4,075	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					6,113	
6.300 MOD HUMAN SERVICES						
6.301	Office	5	1	80 /worksta	400	
6.302	Interview	3	1	100 /area	100	
6.302	Inmate Waiting	2	1	80 /area	80	
Subtotal Net Square Feet					580	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					870	
6.000 Total Interior Net Square Feet					5,175	
6.000 Total Interior Gross Square Feet					7,763	

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.

Worcester County Jail and HOC
West Boylston, MA

#	Components	Persons or Units/Area	# of Areas	Space Standard	NSF	Notes
7.000	VISITATION					
7.100	VISITATION					
7.101	Inmate Sally Port	1-6	1	80 /office	80	
7.102	Officer Desk	1	1	100 /area	100	
7.103	Inmate Waiting	3	1	10 /person	30	
7.104	Secure Inmate Waiting	3	1	10 /person	30	
7.105	Inmate Search	2	2	50 /alcove	100	
7.106	Non-Contact Visitation	3	24	50 /visit	1,200	
7.107	Attorney Visit Room	1-4	2	120 /area	240	Med Screening Use
7.108	Attorney Visit Room	1-2	2	80 /area	160	
7.109	Office	1	1	160 /area	160	
7.110	Visitor Restroom	1	2	50 /area	100	
7.111	Staff Restroom	1	1	50 /area	50	
7.112	Inmate Restroom	1	1	50 /area	50	
7.113	Janitor Closet	-	1	40 /area	40	
Subtotal Net Square Feet					2,340	
Grossing Factor					1.60	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					3,744	
7.200	PUBLIC LOBBY					
7.201	Weather Vestibule	4	1	60 /area	60	
7.202	Informational Display	2	1	50 /area	50	
7.203	Waiting	15	1	280 /area	280	
7.204	Screening	2	1	40 /area	40	
7.205	Metal Detector	1	1	150 /area	150	
7.206	Visitor Sally Port	4	1	150 /area	150	
7.207	Kiosks	2	1	40 /area	40	
7.208	Public Lockers	1	40	5 /locker	200	
7.209	Video Visitation Booths	1-3	2	60 /area	120	
7.210	Public Rest Rooms	2	2	160 /area	320	
7.211	Water Cooler	1	1	20 /area	20	
7.212	Security Electronics	0	1	100 /area	100	
7.213	Janitor	0	1	40 /area	40	
Subtotal Net Square Feet					1,570	
Grossing Factor					1.50	Includes walls, circulation, vestibules, janitor, mechanical, electrical, etc. Does not include central plant facilities.
Subtotal Gross Square Feet					2,355	
7.000	Total Interior Net Square Feet			3,910		
7.000	Total Interior Gross Square Feet			6,099		

Note: For all but those areas within Administration and Special Services, programs are conceptual, having been created to approximate the space areas needed for this study only.



MEETING NOTES

Date of Meeting	January 25, 2016	Project Name	Worcester Campus Plan and Admin Office Study
Date of Issuance	February 11, 2016	Project No.	SDW1502 HS1 / SMRT 15077
Location of Meeting	Worcester County Jail and HOC	Subject	Warehouse Alternatives
Attendees	Scott Ennis, David Tuttle, Kristen Olsen, David Lay, Michael Temple, Marc Lapierre, James Trainor		
cc: Kristen Olsen, David Lay, File 13113-222			

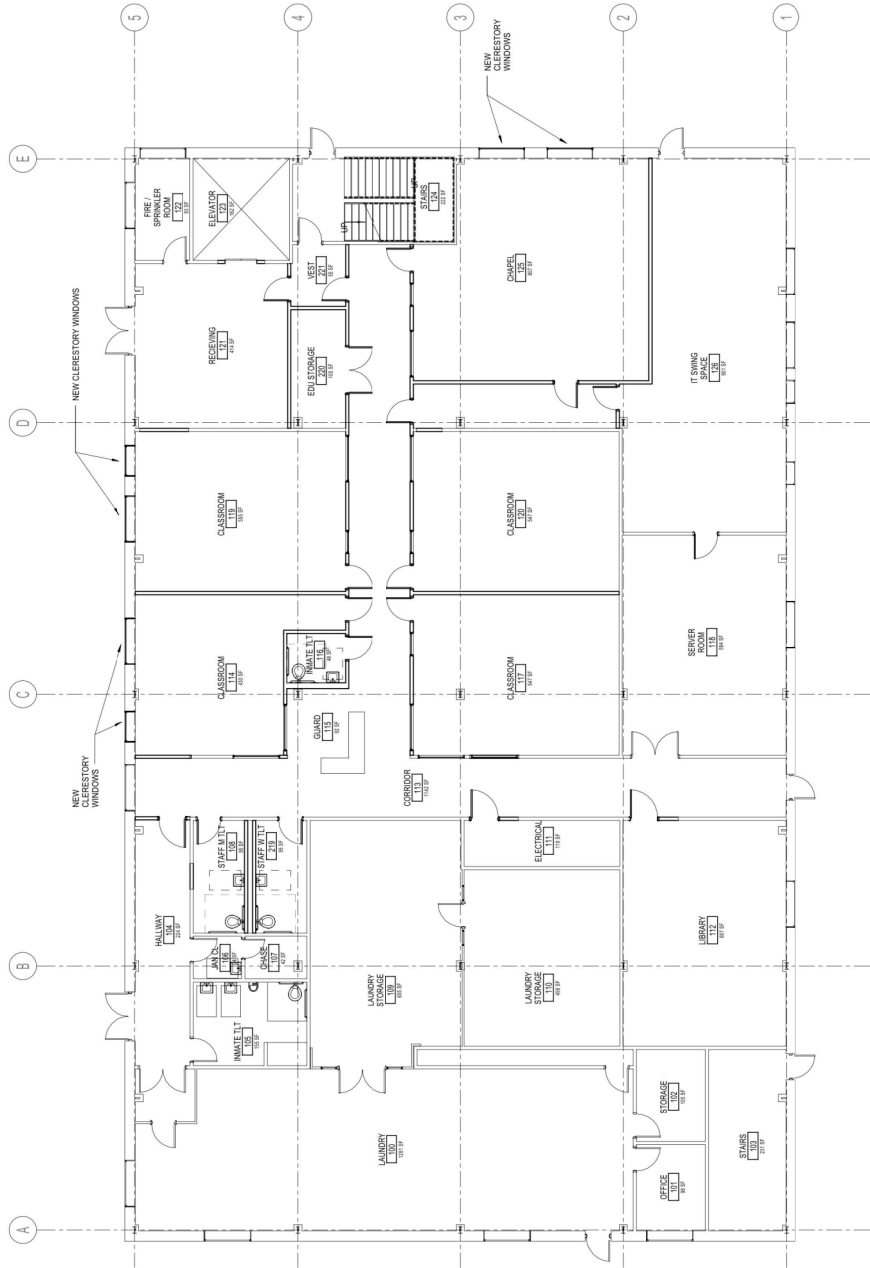
Item	Notes	Actions
1	<p>SMRT reviewed plan options for the location of programs within the existing warehouse with renovations.</p> <p>Level 1:</p> <ul style="list-style-type: none"> A. Because this building will now be renovated ahead of Administration, some IT staff, storage and training areas will need to move temporarily into another space. The server room will remain. Additionally the NW corner of IT could be available for continued use by IT as it is not within the proposed renovations. B. The laundry storage space is accessible from within the laundry through a wire mesh gate. The storage rooms cannot be made smaller. Functions shown within that area in the draft renovation floor plans will be relocated in the final proposed floor plans. C. Religious Materials Storage can be a cabinet rather than a closet (furniture). D. A closet for Educational Storage is needed to keep computer and video projectors secure. This can be located within the existing receiving area on level 1 as this area is not used except for access to the elevator. E. Staff access to the north and west exterior doors was discussed. Staff may utilize the same entrances as inmates to permit the north, east, and west areas adjacent to the building to be secured. IT will enter by the same route as inmates and programs staff to access the server room and their temporary work space. F. The existing level 1 janitor closet is sufficient for the floor. G. The existing staff toilet/locker room is not used as a locker room and can be reconfigured to provide one accessible, single-user toilet room for each gender. Access is preferable from the east side of the space. H. Classrooms of various sizes are acceptable, but some should be able to accommodate up to 25 max. (700 - 800 sf) I. The chapel should be sized to accommodate up to 30 in chair rows. (700- 	

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	<p>800 sf)</p> <ul style="list-style-type: none"> J. Classrooms and the chapel can be equipped with exterior windows where the room is on an outside wall, however, windows should be high on the wall to provide daylight only. K. The library will include inmate use once the building is renovated. This will be accommodated within the space now provided. To help, a workstation will be located on the upper floor for the librarian's use. 	
<p>2</p>	<p>Level 2:</p> <ul style="list-style-type: none"> A. The programs staff office area can be open-office workstations with no private office. Provide 5 plus one for the librarian's use. B. The social workers (human services) office area should accommodate 6 workstations. C. Inmates will not be allowed on the second floor for social worker conferences or other activity. The Interview Room shown will be accessible from the hallway and shared by both staff groups as a meeting and break room rather than as an interview room. D. After the above floor plan modifications have been made, a break room will be added if possible.—Otherwise the meeting room will serve this as a dual purpose. E. With no pallet jacks are anticipated and so corridors may be 6' wide. 	<p>SMRT will make adjustments to the first and second floor plans.</p>
<p>3</p>	<p>The warehouse renovation phase project must also include:</p> <ul style="list-style-type: none"> A. A new accessible walk from the east to the building south-eastern entrance. B. A new controlled fence gate and fence to confine inmates to the building south-eastern entry door. C. The elevator door and controls are not compliant with 521 CMR. The doors are vertically operating and manual. New doors and controls will be included in the project scope. D. Mechanical and electrical renovations to serve the revised space layout. Additionally, air conditioning will be required in offices and classrooms from a new rooftop air handler. The new unit will replace the existing to achieve this. The existing unit, which was replaced somewhat recently but without air conditioning, was reported to serve the first floor except for the laundry. 	<p>SMRT will show this work on plans.</p>
<p>4</p>	<p>Existing Conditions Notes:</p> <ul style="list-style-type: none"> A. Note that the existing loading dock is not used and that all deliveries at this time are brought into the building on a two-wheel truck. The scissor lift does not function. B. An electrical closet not on the original design drawings exists at the east edge of Laundry Storage and north of the Library. This should remain. SMRT will show on plans. C. Existing second floor mechanical room water heaters are large to serve the laundry, and will present a challenge when they must be replaced. Most likely more numerous smaller units will be required unless an exterior opening can be made on the upper floor. 	<p>SMRT will show electrical room on plans.</p>

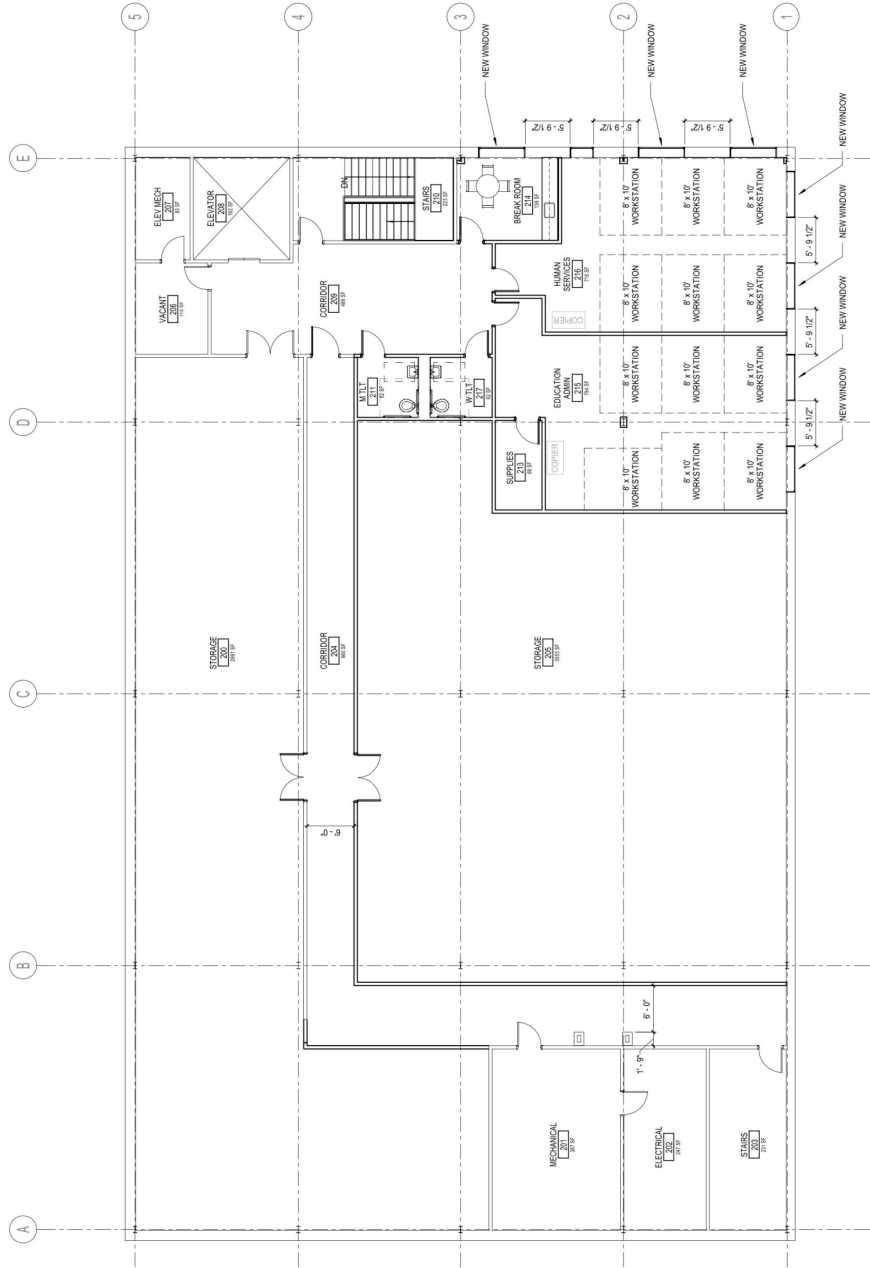
	<p>D. Existing stairs do not have sprinklers within stair enclosures under landings as required by current code.</p> <p>E. The exit at the loading dock has a stair to grade, however it is not now safe or accessible and should be replaced for use as an emergency exit route.</p>	
<p>5</p>	<p>Ideally, this project would be funded within the 2017 capital plan. DCAMM identified the project phases to include:</p> <p><u>Phase</u></p> <p>1A. New Intake, Medical Unit and Lockup.</p> <p>1B. Warehouse Renovation to Programs Use</p> <p>2. Administration Renovation and Addition</p>	
<p>6</p>	<p>Next meeting is TBD</p>	

Attachments: Revised Warehouse Concept Drawings
 Respectfully submitted by David Lay – SMRT & Kristen Olsen, DCAMM.



FIRST FLOOR PLAN





SECOND FLOOR PLAN