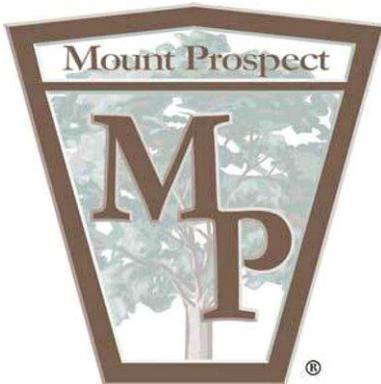


MOUNT PROSPECT POLICE AND FIRE DEPARTMENT

SPACE NEEDS ANALYSIS FOR POLICE DEPARTMENT
AND HEADQUARTERS FIRE STATION NO 13



SUBMITTED TO:

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**SECTION 1
EXECUTIVE SUMMARY**



View Looking South



View Looking West



Public Entry

Introduction

The Village of Mount Prospect commissioned FGM Architects to prepare a Space Needs Analysis of the current Mount Prospect Police Department and Headquarters Fire Station 13. The goal of this study is to identify the amount of space that will be required for separate new police and fire facilities or a new combined police and fire facility along with the associated site requirements and potential cost for each option.

Historical Data

The existing 67,658 sq.ft. Police Department and Headquarters Fire Station 13 is located at 112 E. Northwest Highway and was originally constructed in 1993. Since the building was constructed, minor improvements have been made to the building in an attempt to accommodate operational changes of the Police and Fire Department. At this time, the existing building is less than ideal in terms of interior space, work flow and parking.

Project Goals

The primary goal of this study is to identify the space needs requirements for the Police and Fire Department which will meet the Village's long term needs. Other goals established by the Village include:

1. The study will be utilized as a tool to inform staff, elected officials and residents about the deficiencies and needs of the Police and Fire Departments regarding the Police Station and Headquarters Fire Station 13.
2. This study will provide the Police and Fire Department with an opportunity to review their operations and identify items that will enhance their effectiveness.
3. The study will be used as a fiscal planning tool for the Village's long term planning work.
4. For specific building goals, the Village would like to demonstrate its commitment to sustainable buildings and depending on the location of the buildings, have the ability to host community events.

See Section 3 for additional information regarding goals and questions the Village required answers to as part of this study.

Methodology of the Study Process

Analysis of Space Needs

FGM obtained information for this study through information provided and through a series of interviews and discussions with staff that took place over several days. The interviews consisted of



East Elevation – Fire Station 13
Apparatus Bays



View Looking North – Fire Station
13 Apparatus Bays



West Elevation – Fire Station 13
Apparatus Bays

meetings with individuals and groups representing both the Police and Fire Departments. FGM toured the existing building and observed how staff members operate within it to gain further insight into operational issues and space need requirements.

All information was gathered and then analyzed to determine building and site requirements. The analysis was then summarized into a projection of space requirements called Program Statements. The Program Statements are located in Section 4, of this report.

Lot Size Requirements

The completed Program Statements identify the building size and site requirements. From this information, it is possible to identify the land requirements or lot size for each option identified. Utilizing the Village's Bulk Regulations by Zoning District, and using FGM's knowledge and understanding about Police and Fire Station site design, a minimum lot size can be calculated. See Section 6 of this report for lot size requirements.

Budgeting Methodology

When the program statements were completed, budgets were developed for the project. The initial budgets developed provide for a good quality municipal structure subject to 365/24/7 use with an appearance that will be complementary to its surroundings. Budgets for this project are located in Section 7.

FGM has an extensive database of cost information and used cost per square foot estimates as the budgeting methodology for the conceptual budgets. Because no actual design work has been performed, a budget range is provided for construction costs as well as a Total Project Budget.

Space Needs Analysis Summary

The analysis identified the following space needs requirements in terms of square footage (sq.ft.) of space required for the Police and Fire Department to function effectively.

Police Department

Police Station 81,123 sq.ft.

A total of 65 parking spaces are required for staff parking. Parking for 55 Police Department vehicles are located within the building. 45 parking spaces are required for visitor parking which includes parking for community and training functions.

Fire Department

Headquarters Fire Station 13 28,646 sq.ft.

A total of 42 parking spaces are required for Fire vehicles and staff parking. 40 parking spaces are required for visitor parking which includes parking for outside agencies during training functions.

Combined Building

Combined Police and Fire Station 108,030 sq.ft.

If the Police and Fire Station are combined, a total of 142 parking spaces are required for Police/Fire Department vehicles and staff parking. Visitor parking can be shared and 45 parking spaces would meet the needs for community and training functions.

When comparing the space needs requirements identified in this report to the existing building's size, many factors contribute to the need for additional space which are discussed in Section 5 of this report.

Lot Size Requirements

The following is a summation of the minimum lot size requirements assuming a maximum lot coverage area of not more than 75% and 90% of the lot. These requirements will meet requirements for Municipal Buildings in Residential Zoning Districts R-X, R-1, R-A, R-2, R-3; Business Zoning Districts B-3 and B-4; Industrial District I-1. In Zoning Districts B-5 and B-5C, there is no minimum requirement, but understanding that the Village would like to have some landscaped areas, 90% lot coverage was selected for this study.

Police Department

Police Station – Maximum 75% Lot Coverage 3.45 acres
 Police Station – Maximum 90% Lot Coverage 2.96 acres

For a standalone police station, a three level police station (two stories above grade with a basement) is assumed.

Fire Department

H.Q. Fire Station 13 – Maximum 75% Lot Coverage 2.23 acres
 H.Q. Fire Station 13 – Maximum 90% Lot Coverage 1.92 acres

For H.Q. Fire Station 13, a two level fire station is assumed. The Apparatus Bays would be a single level portion of the building.

Combined Police Department and Headquarters Fire Station 13

Combined Building – Maximum 75% Lot Coverage 4.50 acres
 Combined Building – Maximum 90% Lot Coverage 3.87 acres

For the combined building, a three level building (two stories above grade with a basement) is assumed. The Fire Department Apparatus Bays would be a single level portion of the building.

For additional information, see Section 6 of this report.

Budget Summary

Budgets are provided for a standalone Police Station, a standalone Headquarters Fire Station 13 and a Combined Police Department and Headquarters Fire Station 13.

Costs are based on a spring/summer 2019 construction start. Budgets will need to be escalated for inflation as required annually after that time frame. Cost ranges have been provided as no actual design work has been performed.

| New Standalone Police Station | Low | High |
|--------------------------------------|---------------------|---------------------|
| Construction Budget | \$31,345,038 | \$33,456,859 |
| Owner Purchased Items (FF&E, etc.) | \$996,000 | \$1,158,000 |
| Fees and Soft Costs | \$2,280,427 | \$2,462,696 |
| Owner Contingency | <u>\$324,643</u> | <u>\$362,070</u> |
| Total Project Budget | \$35,116,109 | \$37,439,624 |

| New Standalone H.Q. Fire Station 13 | Low | High |
|--|---------------------|---------------------|
| Construction Costs | \$10,464,005 | \$11,139,102 |
| Owner Purchased Items (FF&E, etc.) | \$314,000 | \$386,000 |
| Fees and Soft Costs | \$954,800 | \$1,058,433 |
| Owner Contingency | <u>\$126,880</u> | <u>\$144,443</u> |
| Total Project Budget | \$11,859,685 | \$12,727,978 |

| Combined Police Department And H.Q. Fire Station 13 | Low | High |
|--|---------------------|---------------------|
| Construction Costs | \$40,734,841 | \$43,280,769 |
| Owner Purchased Items (FF&E, etc.) | \$1,263,000 | \$1,485,000 |
| Fees and Soft Costs | \$2,700,059 | \$2,917,500 |
| Owner Contingency | <u>\$396,306</u> | <u>\$440,250</u> |
| Total Project Budget | \$45,094,206 | \$48,123,519 |

For additional information, see Section 7 of this report.

Utilizing the Existing Police and Fire Station as a Police Station

Can the existing Police and Fire Station be utilized for the Police Department?" This question assumes that the Fire Department will relocate H.Q. Fire Station 13.

The current police station occupies approximately 55% of the existing building so it would be a significant improvement to the working conditions of the Department if the entire building was a dedicated police station. The question that arises is whether or not this solution will meet the long term needs to the Police Department which we will define for a municipality to be 40-50 years.

The long term space needs identified for the Police Department is 81,123 square feet. The total gross area of the existing building is 67,658 square feet. Therefore, the long term needs will need to be reduced by 13,465 square feet. FGM worked with the Police Department to identify potential reductions to the programmatic needs with the goal of reducing the program approximately 17% so it can fit within the existing building. Many of the space reductions affect the long term needs of the Department and may require future considerations as needs arise. The Village will need to consider this as they decide the best course of action to meet the needs of the Police Department.

Budget Summary

A budget for renovating the existing building to a stand alone police station was also developed. The budget includes replacement of the existing parking deck as it is in disrepair and has been problematic since the facility was open. The budget also includes renovation of the existing fire apparatus bays to convert them into useable space for offices, a training room or other police functions. A summary of the costs is as follows.

| Renovate Existing for Police Station | Low | High |
|---|---------------------|---------------------|
| Construction Budget | \$17,524,201 | \$19,708,575 |
| Owner Purchased Items (FF&E, etc.) | \$856,000 | \$1,048,000 |
| Fees and Soft Costs | \$1,694,557 | \$1,938,229 |
| Owner Contingency | <u>\$255,056</u> | <u>\$298,623</u> |
| Total Project Budget | \$20,329,814 | \$22,993,427 |

For additional information, see the reduced building budget at the end of this section.

This study is to be utilized as a starting point and is intended to provide the Village with the necessary information to make an informed decision on which direction they should take to address the space needs issues of the Police and Fire Department.

Once the space needs are approved and the Village is ready to move forward, FGM Architects is prepared to assist the Village of Mount Prospect with the next steps.

SECTION 2 PROJECT UNDERSTANDING AND METHODOLOGY

Overview of Study Process

For over 25 years, FGM Architects has provided consulting and architectural design services to municipalities, police departments and fire stations and has worked on more than 100 police and over 250 fire service projects. FGM brings a vast amount of knowledge and understanding to this project through previous experience but understands that each Village has its own unique challenges and goals. Therefore, there is no cookie-cutter project or client and we must work with Police and Fire Department staff members to understand the operational issues of each.

The goal of this study is to provide the Village with information on how to best solve its facility needs for the next 40-50 years. The existing Police and Fire Station is located at 112 E. Northwest Highway and was originally constructed in 1993. Since the building was constructed, minor improvements have been made to the building in an attempt to accommodate operational changes of the Police and Fire Department. At this time, the existing building is less than ideal in terms of interior space, work flow and parking.

Analysis of Space Needs

FGM obtained information for this study through information provided and through a series of interviews and discussions with staff that took place over several days. The information provided included:

General Information

- Existing Building Drawings

Police Department Information

- Staffing Data/Schedules
- Staff Organization and Functional Organization Charts
- General Orders
- Vehicle Information

Fire Department Information

- Staff Organization and Functional Organization Charts
- Vehicle Information

The interviews consisted of meetings with individuals and groups representing the Police and the Fire Department individually or in groups and included the following:

Police Department

- Police Command Staff (Police Chief, Deputy Chiefs and Commanders)
- Police Administrative Staff
- Crime Prevention

-
- Crime Free Housing
 - Investigations Commander, Sergeant and Investigators
 - Records Supervisor and Clerks
 - Patrol Commanders, Sergeants and Officers (all shifts)
 - Community Service Officers
 - Special Operations Unit
 - School Resource Officer
 - Property Officer/Evidence Technician Coordinator
 - Technical Services Unit
 - Range Master

Fire Department

- Fire Command Staff (Fire Chief, Deputy Chiefs, Battalion Chiefs and Lieutenants)
- Fire Marshall
- EMS Coordinator
- Project Analyst

FGM toured the existing building and observed how staff members operate within it to gain further insight into operational issues and space need requirements. For Police Department operations, FGM also toured the Firing Range in the basement of Fire Station 12 located at 1601 W. Golf Road.

All information was gathered and then analyzed to determine building and site requirements. The analysis was then summarized into a projection of space requirements called Program Statements. The Program Statements located in Section 4 of this report, are the final product of the space needs analysis portion of the study.

While this study was performed in a very collaborative manner with staff members, FGM consistently reviewed space requests and operating assumptions to ensure that the recommended space size allotments reflect accurate needs.

Lot Size Requirements

The completed Program Statements identify the building size and site requirements. From this information, it is possible to identify the land requirements or lot size for each option identified. Utilizing the Village's Bulk Regulations by Zoning District, and using FGM's knowledge and understanding about Police and Fire Station site design, a minimum lot size can be calculated. See Section 6 of this report for lot size requirements.

Budgeting Methodology

When the program statements were completed, budgets were developed for the project. The initial budgets developed provide

for a good quality municipal structure subject to 365/24/7 use with an appearance that will be complementary to its surroundings. Budgets for this project are located in Section 7.

FGM has an extensive database of cost information and used cost per square foot estimates as the budgeting methodology for the conceptual budgets. To verify budgets, FGM also consulted with local area builders. Because no actual design work has been performed, a budget range is provided for construction costs as well as a Total Project Budget.

SECTION 3 PROJECT GOALS AND QUESTIONS TO BE ANSWERED

Goals

For every project, it is important to establish clear goals which will be utilized to guide the direction of the solutions and decisions throughout the project. The following goals were identified by Police and Fire Department staff and includes goals for the Study as well as goals for the future implementation of the building project.

The primary goal of this study is to identify the space needs requirements for the Police and Fire Department which will meet the Village's long term needs. Other goals established by the Village include:

1. The study will be utilized as a tool to inform staff, elected officials and residents about the deficiencies and needs of the Police and Fire Departments regarding the Police Station and Fire Station 13.
2. This study will provide the Police and Fire Department with an opportunity to review their operations and identify items that will enhance their effectiveness.
3. The study will be used as a fiscal planning tool for the Village's long term planning work.
4. For specific building goals, the Village would like to demonstrate its commitment to sustainable buildings and depending on the location of the buildings, have the ability to host community events.

Questions to be Answered

To allow for an informed decision making process, it is important to identify the questions the Village requires answers to as part of this study. The following questions were identified from meetings with the Village. A brief answer to each question has been provided in *red italic* type.

1. What is the best path for improving the working conditions for each Department?

For the Police Department, the long-term needs are much greater than their current space or even the space available if they were to take over the entire existing building. Therefore, the best path for the Police Department would be to provide a new facility meeting the identified space needs.

The Fire Department requires additional space which can be accommodated for if the Police Department were to vacate the existing building.

2. Can the existing building be renovated in such a way as to provide a functional police or fire station?

The existing building's size does not have enough space to meet all of the long term needs of the Police Department. The building has enough space to provide a highly functional fire station, however, there would be a significant amount of excess space left over in the existing building.

The option to use the existing facility for the Police Department is discussed in Section 8 of this report.

3. How much space does the Police and Fire Department require to operate effectively?

See Section 5 of this report.

4. Does having the Police and Fire Department together in one facility increase operational effectiveness?

During the course of the study, we observed how the Police and Fire Department complement each other providing public safety services to the Village. However, with operational objectives so different, it was difficult to identify synergies where having the Police and Fire Department together would have any significant impact on operational effectiveness.

5. How will future changes in the Village affect the Police and Fire Department?

From a macro level viewpoint, the most significant changes that will affect Police and Fire Department Operations include potential land annexations and development of Senior Assisted Living Facilities.

Land annexations that includes large residential populations, or a significant amount of retail or industrial uses can impact both Police and Fire Department operations. For the Police Department, additional patrol and investigations staff may be required. For the Fire Department, a Fire Station may need to be relocated to provide proper response times to affected areas.

Development of Senior Assisted Living Facilities can significantly affect Fire Department operations. Call volume from such a facility may warrant relocation of a Fire Station.

6. Is there any potential for consolidation of services? How will this influence potential solutions?

There is a chance that the Mount Prospect Police and Fire Departments will provide primary police and fire services to adjacent communities and unincorporated areas.

7. How much will potential solutions cost?

See Section 7 and 8 of this report.

8. How can the building be designed to be adaptable to changes in technology?

While this analysis did not include any actual design work, space needs include allowances for future new technologies.

During the implementation phase, as part of design, there are many items that can be incorporated to ensure buildings are not "technologically obsolete" for a long time. Incorporating flexible space for technology, easily accessible wiring raceways and adequate power services are some of the items that can be incorporated in a building to provide adaptability.

**SECTION 4
EXISTING CONDITIONS**

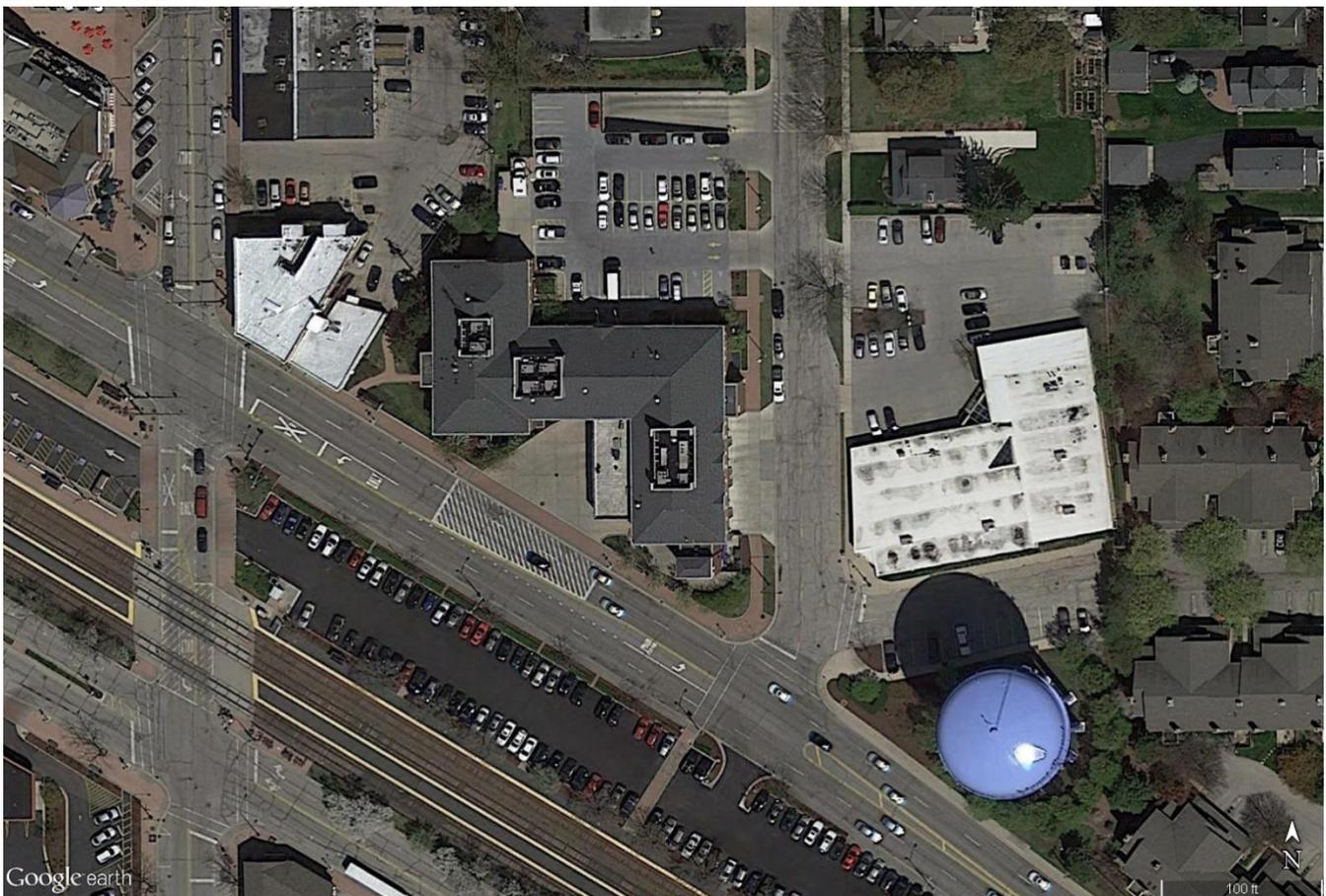
The following diagrams illustrate the building as it currently is being utilized and will provide a frame of reference for the space needs requirements identified in Section 5 of this report.

The breakdown of the approximate existing building areas attributable to the Police and Fire Departments are as follows:

| Area | Square Feet |
|----------------------------------|---------------|
| Police Department | 34,416 |
| Fire Department | 22,360 |
| Shared Spaces | 5,527 |
| Walls and Mechanical Chases | 5,355 |
| Total Gross Building Area | 67,658 |

The site area for the existing building is approximately 1.50 acres

EXISTING SITE



Aerial Photograph of the Existing Police and Fire Station

EXISTING BASEMENT FLOOR PLAN



PARKING

| | |
|----------------------|------------------|
| Fire Dept. Parking | 5,684 SF |
| Police Dept. Parking | <u>15,283 SF</u> |
| | 20,967 SF |

POLICE DEPARTMENT

| | |
|-------------------------|-----------------|
| Circulation | 671 SF |
| Evidence Collection | 902 SF |
| Evidence Property | 695 SF |
| Firearms Range/Training | 72 SF |
| Information Technology | 92 SF |
| Lockers/Fitness | 1,808 SF |
| Patrol | 635 SF |
| Staff Support Spaces | 103 SF |
| Warm Storage | <u>877 SF</u> |
| | 5,855 SF |

SHARED SPACES

| | |
|-----------------------|-----------------|
| Building Circulation | 462 SF |
| Mechanical/Electrical | <u>1,077 SF</u> |
| | 1,539 SF |

WALL AND CHASE SPACE

1,487 SF

BASEMENT TOTAL GROSS AREA

29,848 SF

EXISTING SECOND FLOOR PLAN

FIRE DEPARTMENT

| | |
|---------------------|-----------------|
| Apparatus & Support | 99 SF |
| Circulation | 770 SF |
| Fire Administration | 3,067 SF |
| Fire Inspection | 1,514 SF |
| Residential | <u>2,874 SF</u> |
| | 8,325 SF |

POLICE DEPARTMENT

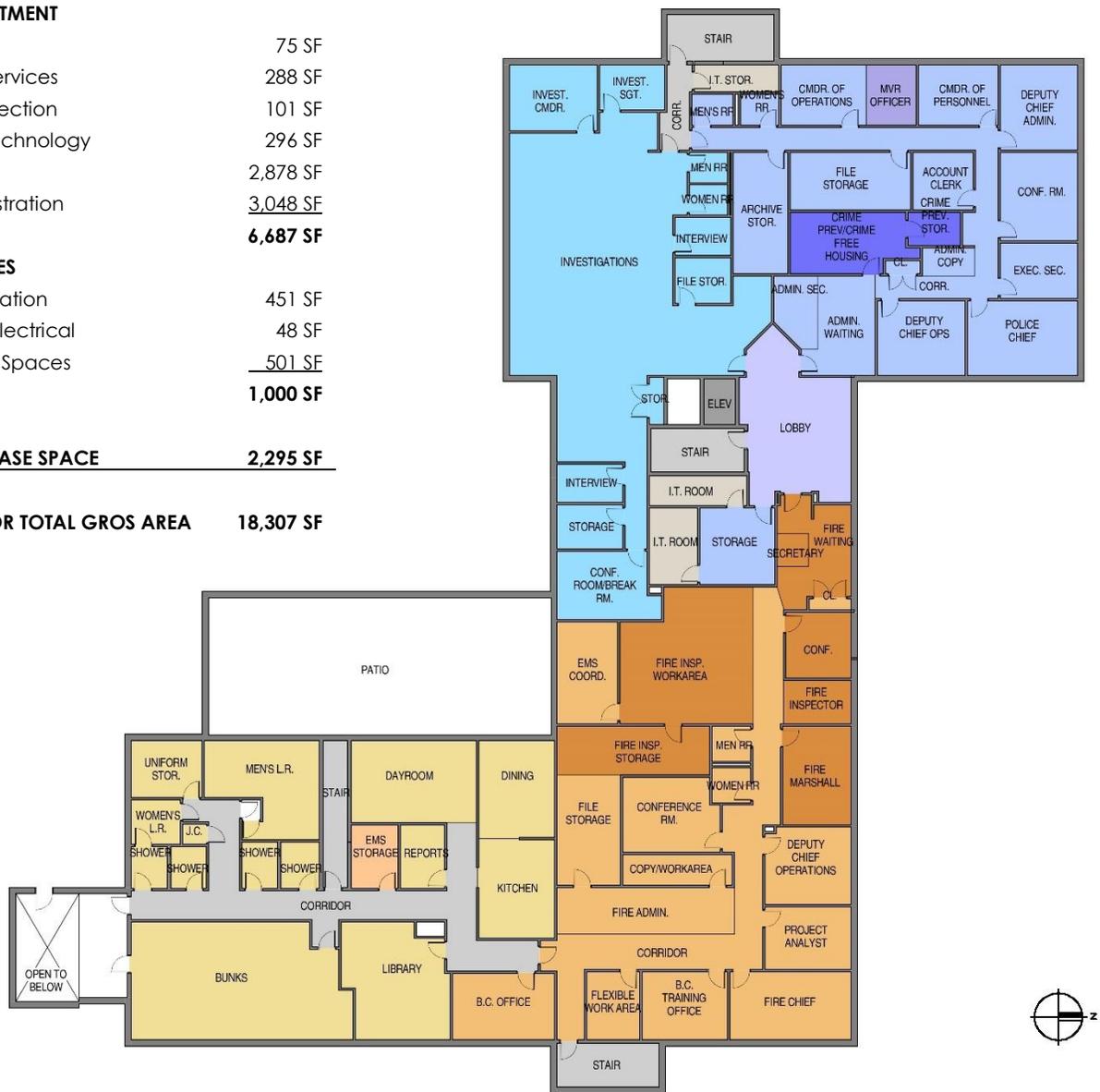
| | |
|------------------------|-----------------|
| Circulation | 75 SF |
| Community Services | 288 SF |
| Evidence Collection | 101 SF |
| Information Technology | 296 SF |
| Investigations | 2,878 SF |
| Police Administration | <u>3,048 SF</u> |
| | 6,687 SF |

SHARED SPACES

| | |
|-----------------------|-----------------|
| Building Circulation | 451 SF |
| Mechanical/Electrical | 48 SF |
| Shared Public Spaces | <u>501 SF</u> |
| | 1,000 SF |

WALL AND CHASE SPACE 2,295 SF

SECOND FLOOR TOTAL GROS AREA **18,307 SF**



**SECTION 5
ANALYSIS OF SPACE NEEDS**



Entrance Lobby



Police Reception Desk



Second Floor Lobby

Facility Space Analysis

The Mount Prospect Police Department currently consists of 83 Sworn Police Officers on 3 shifts and 22 civilian employees. In the past, the Department had as many as 94 Sworn Police Officers. The potential for growth in the Department includes the addition of a Crime Analyst, a Social Worker, 9-10 Patrol Officers and possibly an Investigator. If annexations occur, the Department will need to perform a staffing study to determine if additional Sworn personnel are necessary.

The Mount Prospect Fire Department currently has 18 firefighters assigned to Station #13. In addition to the firefighters there are also 6 Fire Administration personnel and 6 staff within the Fire Inspection Department who work out of Station #13. As the Village is largely built-out, growth of the Department is expected to be minimal.

The Village's population is expected to grow at a modest pace. The Village is fully developed, however there are areas they may be re-developed into higher density housing, including Senior Assisted Living facilities. There are also areas that may be annexed into the Village in the future. Initial reviews of areas that may potentially be annexed include residential and light industrial areas which would require additional policing and fire coverage. The 2010 Census identified the population at 54,167 and in 2013 the population was estimated at 54,771. According to the Chicago Metropolitan Agency for Planning (CMAP) they estimate the population will be 63,071 in 2040.

Summation of Space Analysis

The Space Needs Analysis Identifies the amount of space necessary the following scenarios:

| | |
|---|----------------|
| Stand Alone Police Station: | 81,123 sq.ft. |
| Stand Alone Headquarters Fire Station 13: | 28,646 sq.ft. |
| Combined Police and Fire Station: | 108,030 sq.ft. |

The existing 67,658 sq.ft. combined Police and Fire Station is located at 112 E. Northwest Highway in Mount Prospect. Construction of the three-story brick building located in the downtown district was completed in 1993. When the building was designed, accommodations for the changing needs of the Village were not planned for and the building no longer meets the needs of the Police and Fire Departments. Since the building was constructed, many operational changes have taken place and the building is now less than ideal in terms of work space and work flow. This will be discussed further in the following sections.

**SECTION 5
ANALYSIS OF SPACE NEEDS -
POLICE DEPARTMENT**



Police Armory

The Police Station occupies 34,416 sq.ft. of the existing 67,658 sq.ft. combined Police and Fire Station located at 112 E. Northwest Highway. The lower level is dedicated to fleet parking, evidence storage and processing, and shared staff areas. The first level includes the public lobby, a shared training room, records, patrol, and prisoner holding. The second level includes investigations and administration.

The building as originally designed does not support how the Police Department would like to operate now. Currently, the Department has had to conform their procedures to the physical constraints of the building. Most notably is how the Administration, Records and Investigation Divisions are physically separated from the rest of the Department which has unintentionally fostered a segregated environment reducing communication and collaboration among the staff.

The space needs analysis identifies 81,123 sq. ft. of space is required for the Police Department in a stand along police station.

Site parking requirements include 65 spaces are required for staff parking and 55 parking spaces are required for public parking. Police vehicles and trailers are to be located in a vehicle garage within the building.

See the Police Department Space Needs Program spreadsheet attached to this section for detailed information.

Why More Space is Required

When comparing the new space needs requirements to the existing building's size, the reason for so much additional space must be addressed and understood. Many factors contribute to the need for additional space and the major points are as follows:

- **Changes in Operations** - The building was originally designed in 1992 and spaces are now inadequate due to changes in operations.
- **Information Technology** - Dedicated space for Information Technology (IT) needs to be provided.
- **Accessibility** – Current building and accessibility codes require more space than what was needed at the time the building was designed.

Each of these topics will be explored briefly:



Police Mass Arrest Cell



Booking Room



Breathalyzer Room



Investigations Office



Evidence Processing

Changes in Operations:

Many of the current spaces in the police station are now inadequate. Changes in policing, including rules, regulations and procedural issues can influence space requirements. Some examples include:

- **Booking & Holding**
 Currently the booking room is set up with the prisoners detained in the middle and the officer standing with his back processing paperwork. This layout creates a clear danger to the officer who should have the prisoner within his line of sight at all times. Additionally, the breathalyzer room is located at the far end of the booking area, forcing officers to navigate a drunk prisoner through the entire room introducing both of them to numerous tripping and falling hazards along the way.
- **Conference Rooms**
 Throughout the building there is a severe shortage of conference and meeting spaces. Within the patrol department the only meeting space is also utilized as a staff break area, soft interview room and storage. Several conference rooms of different sizes should be provided throughout the building in strategic locations that can be used for a variety of functions such as, major case investigations, administrative functions, special projects and routine meetings.
- **Investigations**
 Over the last ten years one of the biggest changes within the Police Department is how they investigate crimes. Many crimes now are financial, online scams and credit card fraud. There is less legwork in the field and more time spent at the station doing computer investigations. Space needs to be allocated for new methodologies and equipment.
- **Evidence Processing**
 As the need for scientific evidence is increasing, processing of evidence has become more sophisticated. The Police Department is seeking to increase its in-house capabilities for more sophisticated evidence analysis work which requires dedicated and specifically designed task oriented work areas.
- **Evidence Storage**
 Many of the laws regarding evidence processing and retention have changed since the design of the building in 1992. Currently the evidence storage room is located in the basement with a wet sprinkler system, this creates a potential



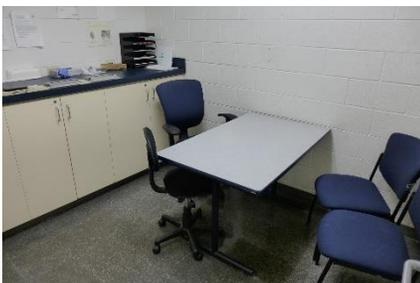
Evidence Storage



Women's Locker Room



Sally Port



Interview Room

situation where flooding and damage to evidence could occur. The workspace for evidence processing is too small and lacks the proper lighting and equipment necessary due to its restricted size.

- **Interdepartmental Interaction**

Increasing communication throughout the department requires allocating enough space within the station to foster a culture where daily interaction occurs naturally. In the current building, divisions were planned in a segregated manner and it is not uncommon for staff members from different divisions not to see one another for extended periods of time. Creating effective “common” meeting areas in non-traditional areas such as hallways and break areas is becoming common in police station design and is an effective method of increasing communication throughout the department.

- **Locker Rooms**

Since 1993 many changes have taken place that affect the storage requirements for police officers. Lockers are now used to store a multitude of items, including training manuals, bulletproof vests, specialized protective equipment, weapons, flashlights, radios and uniforms. This has necessitated a need for larger lockers which increases the overall size of the locker room.

- **Sally Port**

A police stations sally port is utilized for the safe transfer of prisoners. The current sally port is too small to properly fit two squad cars at the same time. Lack of proper storage spaces within the building has forced the sally port to do double duty as storage for maintenance equipment creating a hazardous environment for both officers and prisoners.

- **Soft Interview Room**

In a modern police station, a soft interview room is often used to interview victims, and provides an alternative to a traditional “hard” interview room for interrogating certain suspects. This room is also used for counseling and can provide a waiting place for families.

- **Training Requirements:**

Current best practices have police officers training more often utilizing many different techniques. A regular routine consisting of a mixture of classroom instruction, simulated scenario based training, defensive tactics and live fire weapons training are considered the best practice for training today.



Training Room



Firing Range – Located at Fire Station 12



Range Preparation and Cleaning Area at Fire Station 12



Special Operations Unit – four people work in this office

Furthermore, the Illinois Police and Community Relations Act, Public Act 099-0352, has recently been amended to require specific training on an annual, bi-annual and tri-annual basis including annual use of force and scenario based training.

- **Training Room**

The existing training room within the Police and Fire Station is shared by both departments, it is too small for their needs and often overbooked. In order to meet the training requirements of the department a dedicated classroom with seating for 40, with support spaces for audio/visual equipment, storage, and restrooms is needed. This will allow the department to conduct training seminars as well as invite outside agencies to attend.

- **Tactical Training**

There is no space in the current building allocated to tactical training. Many modern police agencies utilize a combination of defense tactics training with live fire training to simulate high stress situations. Ideally a large defensive tactics training room should be adjacent to the firing range so officers can easily transition from one to the other.

- **Firing Range**

The existing firing range is located remotely in the basement of Fire Station #12. Being located off site and within another departments building greatly limits the times when the range can be utilized due to noise issues. This presents scheduling difficulties for live fire training and weapons qualifying. To provide state of the art training, the department should have a wider firing range allowing for scenario based training with in the range. In modern police training, it has been recognized that a combination of “live fire” and scenario based training is the most effective methodology for training officers.

- **Workspace Size**

Throughout the department there are many areas where the current workspaces and offices are undersized. The records department handles a large volume of paperwork and currently do not have enough workspace or layout space to adequately handle this. The sergeant’s workstations within patrol are extremely small, located too close together and lack adequate storage space. The report writing stations do not have sufficient counter space to layout paperwork and often are utilized by officers before shift to check email making this a very crowded, busy area.



Patrol Sergeants' Office



Police Account Clerk's Office



I.T. and Phone Equipment Room

Information Technology

The existing building was designed at a time when the potential of computer usage was not fully realized. Similar to many other functional areas in the building, space was adapted to provide for Information Technology (IT) needs.

- **Server Rooms**

The existing server rooms were originally designed as lunch and phone equipment rooms and then were used for storage and Administrative Staff Locker Rooms prior to conversion into technology/server rooms. Space for additional equipment is limited and serviceability is less than ideal.

- **I.T. System Technicians**

The Police Department has also converted other spaces within the building for I.T. Systems Technicians and computer equipment storage. The spaces were located wherever space could be found.

- **Cybercrime**

The Use of Computers in policing has grown significantly in the past ten years. As computer/cybercrime has increased, policing has adapted with increased use of computers for data mining, crime analysis, and on-line crime issues. What is often overlooked when using computers are the security requirements. When using a computer with specialty software for fighting crime, evidentiary rules apply to the computer, therefore, secure work areas are required.

Accessibility Requirements.

The existing building was designed and constructed at a time when accessibility requirements were not a significant concern. Since the building was built, laws governing the accessibility requirements have been enacted including the Illinois Accessibility Code which has been in effect since 1997 and the Americans with Disabilities Act (ADA) adopted in 1990 (with subsequent revisions) which requires more space for accessible routes (entries, corridors and stairways), workspaces, and support spaces (toilet and locker rooms)

Publicly owned buildings are held to a higher standard for accessibility than privately owned buildings. While there are many rules that govern when a space needs to be brought into compliance with accessibility standards, generally, if a space is renovated it will be required to be brought into compliance with the Illinois Accessibility Code and the ADA.

**SECTION 5
ANALYSIS OF SPACE NEEDS -
FIRE DEPARTMENT**



Fire Reception Desk



Apparatus Bay



West Apron

The existing Mt. Prospect Fire Station #13 was constructed in 1992 and is a three-story brick building located in the downtown district of Mount Prospect. The lower level is dedicated to administrative parking. The first level includes the public lobby, apparatus bay, a shared training room and support spaces. The second level includes the fire administration offices, fire inspector offices and the residential spaces.

The building was not designed with the proper access and quick response that is necessary for a fire department. The residential spaces are isolated on the second floor while the apparatus bay is on the first level.

Ideally all training should be located at station #13 due to its central location. However, with the current site and storage constraints this is not possible. There is inadequate space for classroom and tactical training forcing personnel to leave the station creating a domino effect of shuffling firefighters and equipment around to maintain proper coverage at all the stations.

Being located near the downtown district is important, the downtown area is developing quickly, new high rises are being constructed and the current population is aging. With all these factors comes an increase in call volume for the fire department. A balance needs to be met between providing adequate exterior training space with parking while still maintaining quick access to the downtown district.

Why More Space is Required

When comparing the new space needs requirements to the existing building's size, the reason for so much additional space must be addressed and understood. Many factors contribute to the need for additional space and the major points are as follows:

- **Circulation and Access** - The current building is very segmented and is not conducive to creating a community atmosphere and reducing response times to the fire apparatus.
- **Training Requirements** - Current training needs require large spaces for classroom and tactical training that is necessary to meet the demands of modern fire departments.
- **Accessibility** – Current building and accessibility codes require more space than what was needed at the time the building was designed.

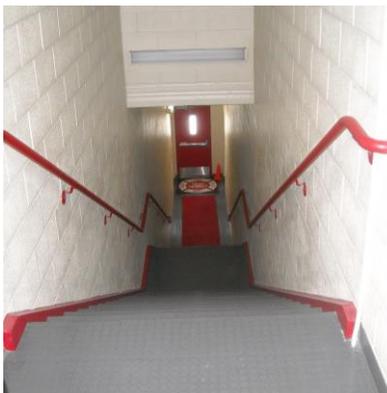
Each of these topics will be explored briefly:



Bunk Area



Bunk



Stairway from bunks to apparatus bay

Circulation and Access

- **Communal Spaces**

The existing kitchen and dayroom have been recently renovated to create a more open atmosphere, however they are still undersized and do not accommodate the current needs. Most of the building is still very segmented and there is a lack of larger meeting/work spaces where firefighters can sit together and study or fill out reports.

- **Inadequate Bunks**

The existing bunk room partitions do not extend to the ceiling and provide no acoustical separation between the bunks. Modern bunk design currently includes a desk area for studying, 3 lockers within the bunk along with space to store bedding when not on duty. Some fire fighters choose to study in their bunk areas and having adequate space and partitions that extend to the ceiling is essential. The Battalion Chief's should have bunks separate from the main bunk area closer to the office area. The BC's do not usually need to respond to calls at night and need to be closer to the operations rather than the other fire fighters.

- **Slower Response Time**

The existing building layout has the apparatus bay on the first floor and residential spaces located on the second floor. This layout does not work well when needing to respond to calls during the night. An ideal layout would be to have the bunks directly adjacent to the bays in order to reduce response time and eliminate hazards of travelling down stairs in a rush.

- **Difficult to Access Bays**

With the building positioned at an angle to the street, sight lines are poor and access to and from the bays is difficult with the fire trucks. Currently the ladder truck has to drive through the nearby residential neighborhood in order to enter the bay from the east. The other vehicles can back into the bays however this requires some coordination with the firefighters and stopping traffic on Route 14.



Radio Room

- **Office Space**

The existing radio room is located next to the dayroom and a key space for personnel. There are three computer workstations currently, but often 5 or more people will be in the room at the same time. A larger room with more computer stations is essential. The three Battalion Chief's share one office and one desk. When the BC's shifts run over the new BC cannot get started until the other one leaves. Three separate desks should be provided to accommodate each BC. The Lieutenant office is located off the apparatus bay and often becomes the gathering area for all fire fighters. Due to its location next to the bays, it is often used for small training sessions and meetings which can occur while other LT's are trying to work at their desks. The Lieutenant's need to have a dedicated office with a separate meeting space nearby for training and small meetings.



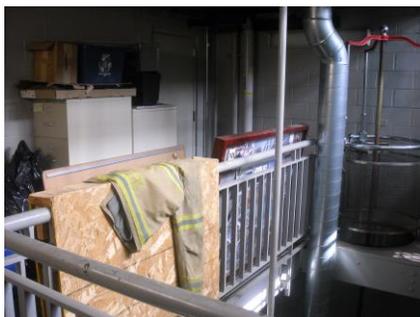
Library

- **Library**

The existing library is an adequate size, however it often has to double as a back-up training room when the main training room is booked by other agencies. It is not uncommon to have 30 plus people in the room at one time. Because of frequent overbookings the library is often unavailable to personnel who need a place to study and train.

- **Storage Needs**

Due to the current storage limitations of the existing station most of the extra tools and equipment need to be stored at Station #14. Ideally this extra equipment should be stored at Station #13 since it is the most centrally located and where the BC's are stationed who manage the equipment. Additionally, there is a significant lack of storage space for props and equipment that make it difficult to perform most tactical training exercises. The existing hose tower is being used for equipment storage which impedes access to training functions and the drying of the hoses.



Hose Tower



Training Room

Training Requirements

- **Classroom Training**

Currently there is only one large training room in the building that is shared between the police and fire department. The room is often overbooked and does not function well for either department. A dedicated training room for 30-40 occupants with natural light, audio visual capabilities, storage, kitchenette and dedicated restrooms would be necessary to accommodate the departments training needs as well as allow them to host training sessions for outside agencies. In order to accommodate training for outside agencies parking for approximately 40 vehicles would need to be provided on-site.



Training Room

- **Tactical Training**

Due to Station #13's central location it would be ideal to have all the training located here, however due to the downtown location and site constraints, this is not possible. Some training can be done remotely at other stations, but Station #13 needs to have a place to perform day to day, hands on drills that do not require the firefighters to travel. In addition to the lack of training space there is also inadequate space to park the fire trucks and ambulances that accompany the firefighters when they attend training sessions. Currently the trucks are parked up and down the street creating a bottleneck for vehicles accessing the police department and residential area to the north.

**SECTION 5
ANALYSIS OF SPACE NEEDS –
PARKING**



Main Parking Lot – note how vehicles are parked in drive aisles



Entrance to Underground Parking Garage



Underground Parking Garage



Parking Analysis

As part of the needs analysis, it is necessary to determine the parking requirements for the entire building. To perform this analysis, we reviewed projected parking requirements for each department and then compared the requirements to the actual parking counts.

Summary Findings

Parking at the existing building is extremely limited and problematic for both the police and fire departments. Often, the existing parking lot's drive aisles are double parked and staff have to find parking off site either at the Village Hall or in the surrounding neighborhood. There is also no separation between the visitor parking and staff parking areas. In the past there have been instances where police officers have been confronted by released arrestees while leaving the building. This is a major security concern for the officers. A dedicated and secure parking area should be provided.

The limited amount of parking available also impacts the training that can occur at this building. Often training sessions and public events need to be held elsewhere in the village due to the lack of available parking.

The total number of existing parking spaces for the building is 103 spaces, 40 exterior spaces and 63 interior spaces.

A summary of recommended parking spaces is as follows:



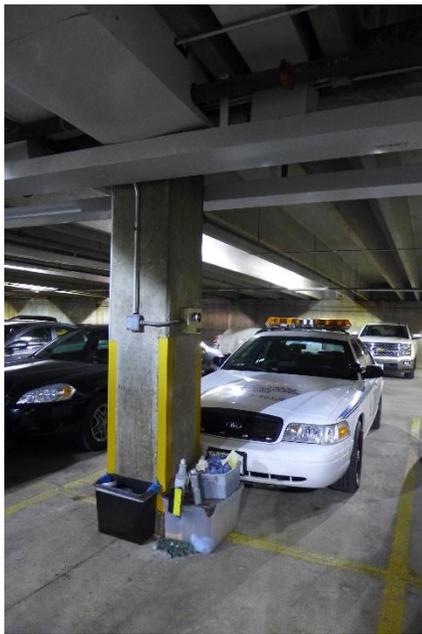
Underground Parking Garage – note how car is protected from leaking structure

Police Department Parking Requirements

| | |
|---|-------------------|
| Department Vehicles | 55 spaces |
| Staff Parking (at peak demand) | 65 spaces |
| Seized Vehicles (can be remotely located) | 12 spaces |
| Visitor Parking | 5 spaces |
| Community and Training Room Parking | <u>40 spaces</u> |
| Total Police Department Parking Requirements | 177 spaces |

Police Department Parking Requirements at Police Station (does not include Seized Vehicles)

165 spaces



Underground Parking Garage – note use of gutter system installed to protect vehicles from leaking water stains

Fire Department Parking Requirements

| | |
|---|------------------|
| Department Vehicles | 9 spaces |
| Emergency Vehicle Parking (40' long) | 3 spaces |
| Staff Parking (at peak demand) | 16 spaces |
| Administration Staff | 14 spaces |
| Community and Training Room Parking | <u>40 spaces</u> |
| Total Fire Department Parking Requirements | 82 spaces |

Combined Facility Parking Requirements

If the Police and Fire Department were combined in a shared facility, the Community and Training Room would be shared and parking requirements would be reduced by 40 spaces. Staff parking for shift change can also be reduced by 8 spaces as the Police Department shift change at peak demand times differs from the Fire Departments shift change.

Total Combined Facility Parking Requirements

199 spaces

Peak demand for the Police Department is during the afternoon shift change at 3:00 pm. At this time, administrative and daytime personnel are working and patrol shifts coming on and leaving need to be accounted for. The Fire Department has one shift change per day which takes place at 7:00 am.

**SECTION 5
ANALYSIS OF SPACE NEEDS
ATTACHMENTS**

Following this are the Police and Fire Department Space Needs Programs referenced in Section 5.

Space Needs Programs

- 1. Police Department** (standalone) – This program identifies the space needs requirements for a standalone police station. The program includes a Community Room, Training Room and a firing range (currently located at Fire Station 12).
- 2. Fire Department Station 13** (standalone) – This program identifies the space needs requirements for a standalone Fire Station 13 which is the Fire Department Headquarters and includes the Fire Department Administration.
- 3. Combined Police and Fire Station 13** – This program assumes that the Police Station and Fire Station 13 are combined into a shared facility similar to the existing building. Combining the stations allows for the Community Room, Fitness Room, and Mechanical Rooms to be shared saving 3,794 sq.ft. of space. Public Parking and Shift Change Parking can also be shared which reduces overall parking requirements by 48 cars.

Note that Space Needs Programs attempt to compare the size of existing space to space required. In many cases, it is difficult to provide an “apples to apples” comparison as because in the existing building, many spaces accommodate more than one function. Therefore, we suggest using the space comparison as a general comparison only.

SECTION 5
ANALYSIS OF SPACE NEEDS
ATTACHMENTS - POLICE
DEPARTMENT SPACE NEEDS
PROGRAM

Police Department – The following program is for a standalone Police Station.

**Village of Mount Prospect
Police Department
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. | Notes |
|--|--------------|--|
| Existing | 2017 | |
| A. PUBLIC ENTRY / PUBLIC ACCESS AREAS | | |
| 1.0 Entry Vestibule | 51 | 80 |
| 2.0 Lobby | 696 | 500 Provide seating for (8) |
| 3.0 Second Floor Lobby | 500 | |
| 4.0 Citizen Report Rooms (2) required | | 200 Provide seating for (4) with counter for fingerprinting |
| 5.0 Public Fingerprinting Alcove | | - Incorporate into one of the Citizen Report Rooms above |
| 6.0 Community/Training Room | | 1,500 Seating for (40) people in classroom format |
| 7.0 Public Toilets | 255 | 425 Men's: 2 toilets, 2 urinals and 2 lavs. Women's: 3 Toilets and 2 lavs. |
| Public Entry / Public Access Areas Sub-Total | 1,502 | 2,705 |
| Circulation, Wall, and Mechanical Shaft Space | | 812 |
| PUBLIC ENTRY / PUBLIC ACCESS AREAS TOTAL | | 3,517 |
| | | |
| B. POLICE RECEPTION - FRONT DESK | | |
| 1.0 Counter Positions | 320 | 240 Reception positions for (2) and service areas |
| 2.0 CSO Workstation | | 80 |
| 3.0 Camera Monitor Center | | 140 CCTV monitoring area for Holding, Cells and building cameras |
| 4.0 Property Return Room | | - Located in booking |
| 5.0 Supply Closet | | 16 |
| 6.0 Printer/Copier | | - Located in Counter Positions |
| 7.0 Files | | - Located in Counter Positions |
| Police Reception - Front Desk Sub-Total | 320 | 476 |
| Circulation, Wall, and Mechanical Shaft Space | | 143 |
| POLICE RECEPTION - FRONT DESK TOTAL | | 619 |
| | | |
| C. POLICE ADMINISTRATION | | |
| 1.0 Chief of Police Office | 273 | 250 Desk, credenza, soft seating area, small conf. table, bookcases |
| 2.0 Closet | | 10 |
| 3.0 Deputy Chief - Operations Office | 217 | 220 Desk, credenza, soft seating area for 5-6 people, bookcases |
| 4.0 Closet | | 10 |
| 5.0 Deputy Chief - Administration Office | 219 | 220 Desk, credenza, soft seating area, bookcases |
| 6.0 Closet | | 10 |

**Village of Mount Prospect
Police Department
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| | Room/Area/Space | Sq. Ft. | | Notes |
|-----------|--|--------------|--------------|---|
| | | Existing | 2017 | |
| 15.0 | Secure Juvenile Files | | 80 | (3) 42" wide lateral files |
| 16.0 | Major Case Room | 219 | 600 | Seating for (20) |
| 17.0 | Coffee Area | | 25 | |
| 18.0 | Storage/In-Process Evidence | | 80 | Lockers for temporary evidence storage |
| 19.0 | Interview Rooms - Juvenile (1) required | | 120 | |
| 20.0 | Interview Rooms - Adult (2) required | 155 | 200 | Can utilize interview rooms in Patrol when additional are required |
| 21.0 | Soft Interview Room | | 150 | |
| 22.0 | Toilet Room | 78 | 80 | Locate single user toilet room near Juvenile Interview Rooms |
| 23.0 | A/V Monitor Control Room | | 120 | A/V controls with work table |
| | Investigative Section Sub-Total | 2,879 | 4,195 | |
| | Circulation, Wall, and Mechanical Shaft Space | | 1,468 | |
| | INVESTIGATIVE SECTION TOTAL | | 5,663 | |
| I. | EVIDENCE AND PROPERTY | | | |
| 1.0 | Evidence Packaging | | | |
| 2.0 | Worktable and Barcoding | 80 | 200 | (3) sets pass-thru lockers, large counter, storage for supplies, sink |
| 3.0 | Evidence Drop Lockers | | - | Located in Worktable and Barcoding above |
| 4.0 | Intake Area/Work Area | | 200 | Work Area with sink |
| 5.0 | Evidence Area Support Spaces | | | |
| 6.0 | General Evidence | 534 | 1,000 | High Density Storage |
| 7.0 | Open Floor Area | | 200 | |
| 8.0 | Money Vault | | 64 | |
| 9.0 | Narcotics Storage | 40 | 64 | Located in High Density Storage above |
| 10.0 | Firearms Storage | 42 | 80 | Located in High Density Storage above |
| 11.0 | Refrigerated Storage | | 40 | Allow for (2) refrigeration units |
| 12.0 | Destruction Holding Area | | 100 | Area with shelving |
| 13.0 | Bike Storage | | - | See Outdoor Miscellaneous Spaces below |
| 14.0 | Secure Storage Shed | | - | See Outdoor Miscellaneous Spaces below. For hazardous items |
| 15.0 | Seized Vehicles/Impound | | - | See Outdoor Miscellaneous Spaces below |
| | Evidence Property Management Sub-Total | 696 | 1,948 | |
| | Circulation, Wall, and Mechanical Shaft Space | | 584 | |
| | EVIDENCE AND PROPERTY TOTAL | | 2,532 | |

**Village of Mount Prospect
Police Department
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| | Room/Area/Space | Sq. Ft. | | Notes |
|--------------------------------|--|------------|--------------|--|
| | | Existing | 2017 | |
| J. EVIDENCE TECHNICIANS | | | | |
| 1.0 | Supervisor Office | 136 | 140 | "L" shaped workstation with (2) guest chairs |
| 2.0 | Evidence Garage | | | |
| 3.0 | Evidence Vehicle Garage | | | Store in Evidence Vehicle Processing Bay |
| 4.0 | Vehicle Processing Bay | 414 | 1,296 | 36'x36' space, with (2) bays, includes wheel lift and tool area |
| 5.0 | Drying Cabinets | | 150 | Provide space for (2) double drying cabinets and 8' layout area |
| 6.0 | Emergency Eyewash/Shower | | 25 | |
| 7.0 | Temporary Evidence Storage | | 100 | Room with shelving |
| 8.0 | Forensic Processing Lab | 155 | | |
| 9.0 | Dust/Superglue/Ninhydrin Work Area | | 100 | Work areas with dusting chambers, sinks, and storage |
| 10.0 | Dusting Chamber | | 30 | Included above |
| 11.0 | Dusting Room | | 100 | |
| 12.0 | Drying Cabinets | | - | Located in Evidence Garage |
| 13.0 | Fume Hood | | 30 | |
| 14.0 | Refrigerators | | 15 | Provide space for (1) refrigerators |
| 15.0 | Microscopy Area | | 30 | |
| 16.0 | Worktables and Counters | | 250 | |
| 17.0 | Digital /Photo Lab/Computer | | 100 | (1) "L" shaped workstation, printer, and workbench |
| 18.0 | Computer Forensics | | 150 | Provide secure office with workstations for (2) with large work surfaces |
| 19.0 | Storage | | 40 | For storage of electronics and media within office |
| 20.0 | Clean Storage Equipment Room | 62 | 100 | |
| 21.0 | Dirty Equipment Storage Room | | 100 | |
| 22.0 | Accident Reconstruction Office | | 160 | Office with workstation, layout table with space for 2-3 persons |
| 23.0 | Equipment Storage Closet | | 15 | For storage of accident reconstruction equipment |
| 24.0 | Forensic Lab Support Spaces | | | |
| 25.0 | Lockers | 134 | 375 | (12) 3'x2' lockers for Techs/Accident Invest., (6) lockers for Arson Invest. |
| 26.0 | Washer/Dryer | | 100 | Washer/dryer for dirty clothing (not for pathogens) located off garage |
| | Evidence Technicians Sub-Total | 901 | 3,406 | |
| | Circulation, Wall, and Mechanical Shaft Space | | 1,022 | |
| | EVIDENCE TECHNICIANS TOTAL | | 4,428 | |
| | | | | |
| | | | | |
| K. RECORDS SECTION | | | | |

**Village of Mount Prospect
Police Department
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| | Room/Area/Space | Sq. Ft. | | Notes |
|--------------------|--|--------------|--------------|---|
| | | Existing | 2017 | |
| 1.0 | Records Supervisor Office | 138 | 160 | (2) guest chairs at desk |
| 2.0 | Records Clerks Open Office | 765 | 560 | Open office work area with (7) "L" shaped workstations |
| 3.0 | Court Liaison | | 80 | "L" Shaped workstation within Records Clerks open office |
| 4.0 | Flexible Workstation | | 80 | For audits |
| 5.0 | Conference Room | | - | Seating for (10-12) people, shared w/other departments |
| 6.0 | Support Spaces | | | |
| 7.0 | Public Counter Positions | | 80 | Provide for (1) secure reception positions |
| 8.0 | Officers Counter | | 32 | |
| 9.0 | Copy/Workroom | | 150 | Area with copier, shredder, work counters, storage |
| 10.0 | Active File Storage | 267 | 240 | (5) 24" wide cabinets, (4) 36" wide lat. files and high density filing system |
| 11.0 | Microfiche Reader | | 45 | |
| 12.0 | Long Term Records | | 80 | Storage for (40) bankers boxes |
| 13.0 | Form Storage | | - | Located at public counter |
| 14.0 | Safe | | 20 | |
| 15.0 | Closet | | 16 | |
| | Records Section Sub-Total | 1,170 | 1,543 | |
| | Circulation, Wall, and Mechanical Shaft Space | | 540 | |
| | RECORDS SECTION TOTAL | | 2,083 | |
| L. TRAINING | | | | |
| 1.0 | Firearms Range | | | |
| 2.0 | Range Master/Armory Office | 154 | 140 | |
| 3.0 | Range Officer Lockers | 154 | 60 | (15) Full Sized lockers |
| 4.0 | Temporary Lockers | | 50 | (12) lockers - (4) 12" wide, (8) box style |
| 5.0 | Firing Range | 3,253 | | *Existing Range is located at Fire Station 12 (off-site) |
| 6.0 | Range Staging | 277 | 400 | Area for prep outside of range. (4) gun cleaning stations w/ stor. cabs. |
| 7.0 | Range Lanes | 1,746 | 3,300 | 40' wide firing range, includes trap area |
| 8.0 | Trap Area | | - | See above |
| 9.0 | Target Storage | | 200 | Storage for targets, props, etc. |
| 10.0 | Armory Storage | 250 | 150 | Ammunition and Weapons Storage |
| 11.0 | Weapons Maintenance | 136 | 220 | Weapons repair and cleaning room |
| 12.0 | Range Mechanical | | 400 | Range Supply and Exhaust |
| 13.0 | DT Training Room | | - | Located in Locker/Fitness Areas below |
| 14.0 | Restroom | 35 | - | Located in Staff Support Areas below |

**Village of Mount Prospect
Police Department
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Existing | Sq. Ft. 2017 | Notes |
|--|---------------|---------------|--|
| 2.0 Large Item Evidence Storage | 421 | 250 | Bike storage is located outdoors |
| 3.0 Hazardous Material Storage | 231 | - | Located outside building |
| 4.0 Vehicle Garage | 15,283 | 16,000 | 55 Spaces required |
| 5.0 Traffic and Parking Enforcement Storage | | 80 | Signs and equipment |
| Warm Storage Sub-Total | 16,161 | 16,580 | |
| Circulation, Wall, and Mechanical Shaft Space | | 3,316 | |
| WARM STORAGE TOTAL | | 19,896 | |
| | | | |
| | | | |
| Q. LOADING/FACILITY MAINTENANCE | | | |
| 1.0 Central Custodial Storage Space | | 150 | |
| 2.0 Janitor's Closet Allowance | 22 | 150 | For Janitorial storage throughout building |
| 3.0 Loading Dock Area | | - | Covered Area with dock leveler |
| 4.0 Delivery Storage Room | | 150 | For temporary holding of deliveries |
| 5.0 General Building Storage | | 400 | |
| Loading/Facility Maintenance Sub-Total | 22 | 850 | |
| Circulation, Wall, and Mechanical Shaft Space | | 255 | |
| LOADING FACILITY MAINTENANCE TOTAL | | 1,105 | |
| | | | |
| | | | |
| R. MECHANICAL AND ELECTRICAL SPACES | | | |
| 1.0 Emergency Generator | 97 | - | Locate outside |
| 2.0 Mechanical Room(s) | 197 | 1,600 | HVAC, Plumbing and Fire Protection Equipment |
| 3.0 Electrical Room | 306 | 800 | |
| 4.0 Elevator | 144 | - | In circulation space allowance |
| 5.0 Elevator Machine Room | 361 | 80 | |
| 6.0 Telephone Service Room | | 30 | D-mark room |
| Mechanical and Electrical Spaces Sub-Total | 1,105 | 2,510 | |
| Circulation, Wall, and Mechanical Shaft Space | | 753 | |
| MECHANICAL AND ELECTRICAL SPACES TOTAL | | 3,263 | |
| | | | |
| | | | |
| NET BUILDING AREA SUB-TOTAL | - | 78,123 | |

SECTION 5
ANALYSIS OF SPACE NEEDS
ATTACHMENTS – FIRE
STATION 13 SPACE NEEDS
PROGRAM

Fire Station 13 – The following program is for a standalone Headquarters Fire Station 13.

**Village of Mount Prospect
Fire Department Station 13
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| | Room/Area/Space | Sq. Ft. | | Notes |
|--------------------------|--|--------------|--------------|--|
| | | Existing | 2017 | |
| A. PUBLIC AREAS | | | | |
| 1.0 | Vestibule | 51 | 100 | |
| 2.0 | Lobby | 696 | 500 | |
| 3.0 | Training Room | 1,107 | 1,400 | 30-40 occupancy |
| 4.0 | Kitchenette | | 20 | |
| 5.0 | Storage | 92 | 250 | |
| 6.0 | Training Toilets | 255 | 400 | (3) toilets per gender |
| | Sub-Total | 2,201 | 2,670 | |
| | Circulation, Wall, and Mechanical Shaft Space | | 708 | |
| | PUBLIC AREAS TOTAL | | 3,378 | Net Sq. Ft. |
| B. ADMINISTRATION | | | | |
| 1.0 | Fire Chief Office | 274 | 250 | |
| 2.0 | Close | | 15 | |
| 3.0 | Deputy Chief Operations Office | 221 | 220 | |
| 4.0 | Close | | 15 | |
| 5.0 | Battalion Chief Office - Training | 193 | 180 | |
| 6.0 | Close | | 15 | |
| 7.0 | EMS Coordinator | 206 | 180 | |
| 8.0 | Close | | 15 | |
| 9.0 | Battalion Chief Office | 226 | 220 | |
| 10.0 | Bunk | | 100 | Includes space for 3 lockers |
| 11.0 | Future Office | | 220 | Potential second Deputy Chief |
| 12.0 | Close | | 15 | |
| 13.0 | Flexible Work Area | 121 | 200 | (2) cubicles, used by outside auditors/summer interns/special projects |
| 14.0 | Project Analyst Office | 180 | 200 | |
| 15.0 | Conference Rm | 234 | 350 | Conference Seating for (10-12) with credenza |
| 16.0 | File Storage | 234 | 240 | |
| 17.0 | Administration Work area | 276 | 240 | Open Cubicle |
| 18.0 | Coiffe Area/Break Room | | 240 | Seating for (4-6), shared with fire inspections |
| 19.0 | Toilet | 90 | 160 | (2) single user toilets |
| 20.0 | Copy/Workroom | 113 | 200 | |
| 21.0 | Supply Storage | 15 | - | Located in Copy/Workroom |

**Village of Mount Prospect
Fire Department Station 13
Space Needs Program**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. | | Notes |
|--|----------|--------------|---|
| | Existing | 2017 | |
| Sub-Total | 2,383 | 3,275 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,433 | |
| ADMINISTRATION TOTAL | | 4,708 | Net Sq. Ft. |
| C: FIRE INSPECTION | | | |
| 1.0 Waiting Area | 210 | 200 | |
| 2.0 Secretary Workstation | 35 | 100 | |
| 3.0 Fire Inspector Work area | 654 | 600 | (4) workstations + Plan Layout area |
| 4.0 Fire Marshall Office | 224 | 220 | |
| 5.0 Future Fire Protection Engineer Office | | 180 | |
| 6.0 Conference Rm | 143 | 300 | Conference Seating for (8-10) |
| 7.0 File Storage | 249 | 250 | |
| 8.0 Plan Layout Area | | - | Located within Fire Inspector work area |
| 9.0 Printer/Platter Area | | 100 | |
| 10.0 Inspector Lockers/Storage | | 200 | (8) Lockers, equipment storage, wet gear storage |
| 11.0 Coffee Area/Break Room | | - | Shared with Administration |
| Sub-Total | 1,515 | 2,150 | |
| Circulation, Wall, and Mechanical Shaft Space | | 941 | |
| FIRE INSPECTION TOTAL | | 3,091 | Net Sq. Ft. |
| D: RESIDENTIAL | | | |
| 1.0 Library/Meeting Room | 376 | 375 | |
| 2.0 Dayroom | 344 | 400 | Seating for (8-10) |
| 3.0 Kitchen | 251 | 250 | Seating for (8-10) |
| 4.0 Dining | 247 | 250 | Seating for (8-10) |
| 5.0 Station Office/ Radio Room | 93 | 200 | (2-3) work spaces |
| 6.0 Bunkroom | 812 | 1,000 | (10) 100 sq.ft. rooms w/ bed, desk, and (3) lockers in room |
| 7.0 Toilet Rooms | 215 | 480 | 4 rooms - (1) sink, 1 toilet, 1 shower |
| 8.0 Men's Locker Room | 310 | - | Located within bunk rooms |
| 9.0 Women's Locker Room | 74 | - | Located within bunk rooms |
| 10.0 Janitor's Closet | 16 | 50 | |
| 11.0 Uniform Storage | 135 | 140 | |

**SECTION 5
ANALYSIS OF SPACE NEEDS
ATTACHMENTS - COMBINED
POLICE DEPARTMENT AND
FIRE STATION 13 SPACE
NEEDS PROGRAM**

Combined Police Department and Fire Station 13 – The following program is for a combined Police Station and Fire Station 13.

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

| Room/Area/Space | Existing | Sq. Ft. 2017 | Notes |
|--|------------|--------------|---|
| POLICE DEPARTMENT SPACES | | | |
| A. POLICE RECEPTION - FRONT DESK | | | |
| 1.0 Citizen Report Rooms (2) required | | 200 | Provide seating for (4) with counter for fingerprinting |
| 2.0 Public Fingerprinting Alcove | | - | Incorporate into one of the Citizen Report Rooms above |
| 3.0 Counter Positions | 320 | 240 | Reception positions for (2) and service areas |
| 4.0 CSO Workstation | | 80 | |
| 5.0 Camera Monitor Center | | 140 | CCTV monitoring area for Holding, Cells and building cameras |
| 6.0 Property Return Room | | - | Located in booking |
| 7.0 Supply Closet | | 16 | |
| 8.0 Printer/Copier | | - | Located in Counter Positions |
| 9.0 Files | | - | Located in Counter Positions |
| Police Reception - Front Desk Sub-Total | 320 | 676 | |
| Circulation, Wall, and Mechanical Shaft Space | | 203 | |
| POLICE RECEPTION - FRONT DESK TOTAL | | 879 | |
| B. POLICE ADMINISTRATION | | | |
| 1.0 Chief of Police Office | 273 | 250 | Desk, credenza, soft seating area, small conf. table, bookcases |
| 2.0 Closet | | 10 | |
| 3.0 Deputy Chief - Operations Office | 217 | 220 | Desk, credenza, soft seating area for 5-6 people, bookcases |
| 4.0 Closet | | 10 | |
| 5.0 Deputy Chief - Administration Office | 219 | 220 | Desk, credenza, soft seating area, bookcases |
| 6.0 Closet | | 10 | |
| 7.0 Commander of Operations Office | 172 | 160 | Desk, credenza, guest seating for 2 people |
| 8.0 Closet | | 10 | |
| 9.0 Cmdr. of Personnel and Organizational Dev. | 161 | 160 | Desk, credenza, guest seating for 2 people |
| 10.0 Closet | | 10 | |
| 11.0 Administrative Sergeant Office | | 140 | Desk, credenza, guest seating for 2 people |
| 12.0 Closet | | 10 | |
| 13.0 MVR Review Office | 101 | 180 | Allow for (2) workstations for reviewing mobile video |
| 14.0 Flexible Office | | 140 | "L" shaped workstation, guest seating for 2 people |
| 15.0 Executive Secretary Office | 142 | 160 | Guest seating for (2), File Storage |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. Existing | Sq. Ft. 2017 | Notes |
|--|---------------------|-----------------|--|
| E. PATROL SECTION | | | |
| 1.0 Commander of Patrol (2) required | 277 | 320 | Desk, credenza, guest seating for 2 people |
| 2.0 Closet | | 20 | |
| 3.0 Patrol Conference Room | | 250 | Conference Seating for (8-10), space for juvenile projects, FTO training |
| 4.0 Patrol Sergeants Workstations | 581 | 960 | (12) "L" shaped workstations in open office setting |
| 5.0 Storage | 68 | | Incorporate in Patrol Sergeants Workstation area |
| 6.0 Equipment Issue | | 150 | |
| 7.0 Support Spaces | | | |
| 8.0 Mud Room | | 100 | With area for wet gear |
| 9.0 Duty Bag Storage | | 360 | Provide(86) three-tier lockers for duty bags near patrol entry |
| 10.0 Report Writing | | | |
| 11.0 Officer Desks | 186 | 350 | (8) report writing workstations with copier, mail and form storage |
| 12.0 Photocopy/FAX/Printer | | 80 | |
| 13.0 Juvenile Temporary Holding | | 120 | |
| 14.0 Juvenile Toilet | | 80 | |
| 15.0 Squad/Briefing Room | 529 | 660 | For (20-22) staff in flexible format - classroom or conference setting |
| 16.0 Storage | 107 | 100 | |
| 17.0 SOU Office | 63 | 256 | (4) workstations |
| 18.0 Traffic Division | | | |
| 19.0 Supervisor Office | | 140 | Desk, credenza, guest seating for 2 people |
| 20.0 Open Workstations | | 192 | (3) workstations |
| 21.0 Police Social Worker | | 160 | Desk, credenza, guest seating for 2 people |
| 22.0 Soft Interview Room | 155 | 150 | Space for 6 with couches and soft chairs |
| 23.0 Interview Rooms (3) | 147 | 300 | Arrange so they can be shared with Investigations |
| 24.0 K-9 Storage | | 25 | Storage of K-9 training supplies, locate near vehicle garage |
| Patrol Bureau Sub-Total | 2,113 | 4,773 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,671 | |
| PATROL SECTION TOTAL | | 6,444 | |
| F. INFORMATION SYSTEMS | | | |
| 1.0 Systems Technician | 146 | 220 | Workroom for (3) IT staff with configuration station next to server room |
| 2.0 Vehicle Equipment Workroom | | 100 | Located near garage |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Existing | Sq. Ft. 2017 | Notes |
|---|------------|--------------|---|
| Circulation, Wall, and Mechanical Shaft Space | | 1,468 | |
| INVESTIGATIVE SECTION TOTAL | | 5,663 | |
| H. EVIDENCE AND PROPERTY | | | |
| 1.0 Evidence Packaging | | | |
| 2.0 Worktable and Barcoding | 80 | 200 | (3) sets pass-thru lockers, large counter, storage for supplies, sink |
| 3.0 Evidence Drop Lockers | | - | Located in Worktable and Barcoding above |
| 4.0 Intake Area/Work Area | | 200 | Work Area with sink |
| 5.0 Evidence Area Support Spaces | | | |
| 6.0 General Evidence | 534 | 1,000 | High Density Storage |
| 7.0 Open Floor Area | | 200 | |
| 8.0 Money Vault | | 64 | |
| 9.0 Narcotics Storage | 40 | 64 | Located in High Density Storage above |
| 10.0 Firearms Storage | 42 | 80 | Located in High Density Storage above |
| 11.0 Refrigerated Storage | | 40 | Allow for (2) refrigeration units |
| 12.0 Destruction Holding Area | | 100 | Area with shelving |
| 13.0 Bike Storage | | - | See Outdoor Miscellaneous Spaces below |
| 14.0 Secure Storage Shed | | - | See Outdoor Miscellaneous Spaces below. For hazardous items |
| 15.0 Seized Vehicles/Impound | | - | See Outdoor Miscellaneous Spaces below |
| Evidence Property Management Sub-Total | 696 | 1,948 | |
| Circulation, Wall, and Mechanical Shaft Space | | 584 | |
| EVIDENCE AND PROPERTY TOTAL | | 2,532 | |
| I. EVIDENCE TECHNICIANS | | | |
| 1.0 Supervisor Office | | 140 | "L" shaped workstation with (2) guest chairs |
| 2.0 Evidence Garage | 136 | | |
| 3.0 Evidence Vehicle Garage | | | Store in Evidence Vehicle Processing Bay |
| 4.0 Vehicle Processing Bay | 414 | 1,296 | 36'x36' space, with (2) bays, includes wheel lift and tool area |
| 5.0 Drying Cabinets | | 150 | Provide space for (2) double drying cabinets and 8' layout area |
| 6.0 Emergency Eyewash/Shower | | 25 | |
| 7.0 Temporary Evidence Storage | | 100 | Room with shelving |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS
October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. Existing | Sq. Ft. 2017 | Notes |
|--|------------------|--------------|---|
| 9.0 Copy/Workroom | | 150 | Area with copier, shredder, work counters, storage |
| 10.0 Active File Storage | 267 | 240 | (5) 24" wide cabinets, (4) 36" wide lat. files and high density filing system |
| 11.0 Microfiche Reader | | 45 | |
| 12.0 Long Term Records | | 80 | Storage for (40) bankers boxes |
| 13.0 Form Storage | | - | Located at public counter |
| 14.0 Safe | | 20 | |
| 15.0 Closet | | 16 | |
| Records Section Sub-Total | 1,170 | 1,543 | |
| Circulation, Wall, and Mechanical Shaft Space | | 540 | |
| RECORDS SECTION TOTAL | | 2,083 | |
| | | | |
| | | | |
| | | | |
| K. TRAINING | | | |
| 1.0 Firearms Range | | | |
| 2.0 Range Master/Armory Office | 154 | 140 | |
| 3.0 Range Officer Lockers | 154 | 60 | (15) Full Sized lockers |
| 4.0 Temporary Lockers | | 50 | (12) lockers - (4) 12" wide , (8) box style |
| 5.0 Firing Range | 3,253 | | *Existing Range is located at Fire Station 12 (off-site) |
| 6.0 Range Staging | 277 | 400 | Area for prep outside of range. (4) gun cleaning stations w/ stor. cabs. |
| 7.0 Range Lanes | 1,746 | 3,300 | 40' wide firing range, includes trap area |
| 8.0 Trap Area | | - | See above |
| 9.0 Target Storage | | 200 | Storage for targets, props, etc. |
| 10.0 Armory Storage | 250 | 150 | Ammunition and Weapons Storage |
| 11.0 Weapons Maintenance | 136 | 220 | Weapons repair and cleaning room |
| 12.0 Range Mechanical | | 400 | Range Supply and Exhaust |
| 13.0 DT Training Room | | - | Located in Locker/Fitness Areas below |
| 14.0 Restroom | 35 | - | Located in Staff Support Areas below |
| Training Sub-Total | 6,005 | 4,920 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,476 | |
| TRAINING TOTAL | | 6,396 | |
| | | | |
| | | | |
| | | | |
| L. HOLDING FACILITY | | | |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS
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| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|--------------|---|
| | Existing | 2017 | |
| 1.0 Sally Port | 528 | 900 | (2) car sally port in drive through configuration |
| 2.0 Prisoner Search and Personal Effects Lockers | | 80 | Include sorting counters and double tiered lockers |
| 3.0 Vestibule Area | 116 | 50 | |
| 4.0 Processing Area | 397 | 500 | |
| 5.0 Uncuffing Area | | | |
| 6.0 Fingerprint Area | | - | Included in Processing Area |
| 7.0 Suspect Photography | | - | Included in Live Scan below |
| 8.0 Sobriety Testing | 66 | 80 | Allow work area for (2) Breathalyzers |
| 9.0 Mass Arrest Cell with Mass Arrest Lobby | 114 | - | |
| 10.0 Interview Room (2) required | 154 | 200 | Hard interview room |
| 11.0 Booking Station | | - | Included in Processing Area |
| 12.0 Live Scan Area | | - | Included in Processing Area |
| 13.0 Toilet | | 80 | Single user detention grade toilet |
| 14.0 Janitors Closet | 18 | 40 | Secure storage of cleaning supplies |
| 15.0 Jail Storage | 56 | 80 | |
| 16.0 Detention Rooms | 585 | 800 | (8) Cells total, including (2) Accessible Cells and (2) showers |
| 17.0 Shower | 48 | | |
| 18.0 Attorney/Client Room | | - | Utilize Line Up Room below |
| 19.0 Line Up Room | 139 | 200 | Line up and viewing area, provide access to investigations |
| 20.0 Bond Out Vestibule | | 140 | Bond out vestibule for release of detainees |
| Holding Facility Sub-Total | 2,221 | 3,150 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,103 | |
| HOLDING FACILITY TOTAL | | 4,253 | |
| | | | |
| | | | |
| M. STAFF SUPPORT AREAS | | | |
| 1.0 Lunchroom with Kitchennette | 103 | 670 | Break area with (4) tables of four |
| 2.0 Mailboxes | | - | Located in Report Writing |
| 3.0 First Aid Room | | 130 | |
| 4.0 Quartermaster & Honor Guard Storage | | 100 | Uniform and equipment Storage |
| 5.0 Archive Storage | | 200 | (39) large boxes, (65) regular boxes, (5) coolers |
| 6.0 Staff Toilets Allowance | 84 | 1,000 | Allowance for toilet rooms throughout the building |
| 7.0 Closet Allowance | | 200 | Allowance for closets throughout the building |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS

October 10, 2017
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| Room/Area/Space | Existing | Sq. Ft. 2017 | Notes |
|--|----------|--------------|--|
| Staff Support Areas Sub-Total | 187 | 2,300 | |
| Circulation, Wall, and Mechanical Shaft Space | | 805 | |
| STAFF SUPPORT AREAS TOTAL | | 3,105 | |
| N. LOCKER AREAS | | | |
| 1.0 Male Locker Area | 972 | 2,440 | Provide (90) 30" wide lockers |
| 2.0 Sworn Lockers | | - | Located in Male Locker Area |
| 3.0 Command Lockers | | - | Located in Male Locker Area |
| 4.0 Toilet/Sinks/Shower Areas | | 420 | (3) toilets, (3), urinals, (4) lavs, (2) showers |
| 5.0 First Aid Room | | - | Located in Staff Support Areas |
| 6.0 Female Locker Area | 313 | 750 | Provide (20) 30" wide lockers |
| 7.0 Sworn Lockers | | - | Located in Female Locker Area |
| 8.0 Command Lockers | | - | Located in Female Locker Area |
| 9.0 Toilet/Sinks/Shower Areas | | 200 | (2) toilets, (2) lavs, (1) shower |
| 10.0 Avson Investigation Lockers | | - | Located in Evidence Processing |
| 11.0 Defensive Tactics Training Room | | 750 | Mat Room |
| 12.0 Equipment Storage | | 200 | Storage for DT and training equipment |
| 13.0 Fitness Room | 523 | - | In shared spaces |
| 14.0 Auxiliary Locker Room | | - | In shared spaces |
| Locker/Fitness Areas Sub-Total | 1,808 | 4,760 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,428 | |
| LOCKER/FITNESS AREAS TOTAL | | 6,188 | |
| O. WARM STORAGE | | | |
| 1.0 Bike Squad | 226 | 250 | Storage for (6) bicycles, bike racks, equipment, lockers |
| 2.0 Large Item Evidence Storage | 421 | 250 | Bike storage is located outdoors |
| 3.0 Hazardous Material Storage | 231 | - | Located outside building |
| 4.0 Vehicle Garage | - | - | In shared spaces |
| 5.0 Traffic and Parking Enforcement Storage | | 80 | Signs and equipment - Locate with Indoor Parking Below |
| Warm Storage Sub-Total | 878 | 580 | |
| Circulation, Wall, and Mechanical Shaft Space | | 116 | |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|---------------|--|
| | Existing | 2017 | |
| WARM STORAGE TOTAL | | 696 | |
| POLICE DEPARTMENT SUB-TOTAL | | 48,050 | |
| FIRE DEPARTMENT STATION 13 SPACES | | | |
| P. ADMINISTRATION | | | |
| 1.0 Fire Chief Office | 274 | 250 | |
| 2.0 Closet | | 15 | |
| 3.0 Deputy Chief Operations Office | 221 | 220 | |
| 4.0 Closet | | 15 | |
| 5.0 Battalion Chief Office - Training | 193 | 180 | |
| 6.0 Closet | | 15 | |
| 7.0 EMS Coordinator | 206 | 180 | |
| 8.0 Closet | | 15 | |
| 9.0 Battalion Chief Office | 226 | 220 | |
| 10.0 Bunk | | 100 | Includes space for 3 lockers |
| 11.0 Future Office | | 220 | Potential second Deputy Chief |
| 12.0 Closet | | 15 | |
| 13.0 Flexible Work Area | 121 | 200 | (2) cubicles, used by outside auditors/summer interns/special projects |
| 14.0 Project Analyst Office | 180 | 200 | |
| 15.0 Conference Rm | 234 | 350 | Conference Seating for (10-12) with credenza |
| 16.0 File Storage | 234 | 240 | |
| 17.0 Administration Work area | 276 | 240 | Open Cubicle |
| 18.0 Coffee Area/Break Room | | 240 | Seating for (4-6), shared with fire inspections |
| 19.0 Toilet | 90 | 160 | (2) single user toilets |
| 20.0 Copy/Workroom | 113 | 200 | |
| 21.0 Supply Storage | 15 | - | Located in Copy/Workroom |
| Sub-Total | 2,383 | 3,275 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,433 | |
| ADMINISTRATION TOTAL | | 4,708 | Net Sq. Ft. |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS
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| Room/Area/Space | Sq. Ft. Existing | Sq. Ft. 2017 | Notes |
|--|---------------------|-----------------|---|
| Q. FIRE INSPECTION | | | |
| 1.0 Waiting Area | 210 | 200 | |
| 2.0 Secretary Workstation | 35 | 100 | |
| 3.0 Fire Inspector Work area | 654 | 600 | (4) workstations + Plan Layout area |
| 4.0 Fire Marshall Office | 224 | 220 | |
| 5.0 Future Fire Protection Engineer Office | | 180 | |
| 6.0 Conference Rm | 143 | 300 | Conference Seating for (8-10) |
| 7.0 File Storage | 249 | 250 | |
| 8.0 Plan Layout Area | | - | Located within Fire Inspector work area |
| 9.0 Printer/Platter Area | | 100 | |
| 10.0 Inspector Lockers/Storage | | 200 | (8) Lockers, equipment storage, wet gear storage |
| 11.0 Coffee Area/Break Room | | - | Shared with Administration |
| Sub-Total | 1,515 | 2,150 | |
| Circulation, Wall, and Mechanical Shaft Space | | 941 | |
| FIRE INSPECTION TOTAL | | 3,091 | Net Sq. Ft. |
| R. RESIDENTIAL | | | |
| 1.0 Library/Meeting Room | 376 | 375 | |
| 2.0 Dayroom | 344 | 400 | Seating for (8-10) |
| 3.0 Kitchen | 251 | 250 | Seating for (8-10) |
| 4.0 Dining | 247 | 250 | Seating for (8-10) |
| 5.0 Station Office/ Radio Room | 93 | 200 | (2-3) work spaces |
| 6.0 Bunkroom | 812 | 1,000 | (10) 100 sq.ft. rooms w/ bed, desk, and (3) lockers in room |
| 7.0 Toilet Rooms | 215 | 480 | 4 rooms - (1) sink, 1 Toilet, 1 shower |
| 8.0 Men's Locker Room | 310 | - | Located within bunk rooms |
| 9.0 Women's Locker Room | 74 | - | Located within bunk rooms |
| 10.0 Janitor's Closet | 16 | 50 | |
| 11.0 Uniform Storage | 135 | 140 | |
| 12.0 Storage Room | 99 | | |
| Sub-Total | 2,972 | 3,145 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,376 | |
| RESIDENTIAL TOTAL | | 4,521 | Net Sq. Ft. |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS
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| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|---------------|--|
| | Existing | 2017 | |
| S. APPARATUS AREA | | | |
| 1.0 Apparatus Bays | 5,579 | 4,850 | (3) Double Deep Bays; (2) 20'x85', (1) 17'x85' |
| 2.0 Hose Tower | 394 | 400 | |
| 3.0 Turn-out Gear | 519 | 400 | (30) Lockers |
| 4.0 POC Lockers and Storage | | 75 | (10) Lockers |
| 5.0 Tool/Work Room | 139 | 140 | |
| 6.0 Tool Storage | | 120 | |
| 7.0 SCBA/Dive/ Equipment | | 150 | |
| 8.0 Laundry/Extractor | 141 | 150 | |
| 9.0 EMS/Bay Storage | 206 | 200 | |
| 10.0 I.T./Radio Storage | 107 | 100 | |
| 11.0 TRT Storage | | 100 | |
| 12.0 Training Equipment Storage | | 250 | |
| 13.0 Quartermaster Storage | 156 | 150 | |
| 14.0 Medical Supply Storage | 188 | 200 | |
| 15.0 Fitness | 344 | - | Located in Shared Spaces |
| 16.0 Shift Lt. | 208 | 250 | (3) workstations |
| 17.0 Report Room | | 160 | (1-2) work spaces |
| 18.0 Toilets | 82 | 80 | Proposed (1) single user toilet off bay |
| 19.0 CERT | 260 | 260 | |
| Sub-Total | 8,323 | 8,035 | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,205 | |
| APPARATUS AREA TOTAL | | 9,240 | Net Sq. Ft. |
| FIRE DEPARTMENT SUB-TOTAL | | 21,560 | |
| SHARED SPACES | | | |
| T. SHARED PUBLIC ENTRY / PUBLIC ACCESS AREAS | | | |
| 1.0 Entry Vestibule | 51 | 100 | |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS

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| Room/Area/Space | Sq. Ft. | | Notes |
|--|---------------|---------------|--|
| | Existing | 2017 | |
| 2.0 Lobby | 696 | 800 | Provide seating for (8) |
| 3.0 Second Floor Lobby | 500 | | |
| 4.0 Training/Community Room | | 1,500 | Seating for (40) people in classroom format |
| 5.0 Kitchennette | | 30 | |
| 6.0 Public Toilets | 255 | 425 | Men's: 2 Toilets, 2 urinals and 2 lavs. Women's: 3 Toilets and 2 lavs. |
| Public Entry / Public Access Areas Sub-Total | 1,502 | 2,855 | |
| Circulation, Wall, and Mechanical Shaft Space | | 857 | |
| PUBLIC ENTRY / PUBLIC ACCESS AREAS TOTAL | | 3,712 | |
| | | | |
| | | | |
| U. FITNESS AREAS | | | |
| 13.0 Fitness Room | 523 | 1,400 | Room for 6-7 people at one time |
| 14.0 Auxiliary Locker Room | | 300 | Changing and toilet facility |
| Sub-Total | 523 | 1,700 | |
| Circulation, Wall, and Mechanical Shaft Space | | 510 | |
| FITNESS AREAS TOTAL | | 2,210 | |
| | | | |
| | | | |
| V. INDOOR PARKING | | | |
| 1.0 Vehicle Garage | 15,283 | 20,400 | 69 Spaces required for police and fire vehicles |
| Indoor Parking Sub-Total | 15,283 | 20,400 | |
| Circulation, Wall, and Mechanical Shaft Space | | 4,080 | |
| INDOOR PARKING TOTAL | | 24,480 | |
| | | | |
| | | | |
| W. LOADING/FACILITY MAINTENANCE | | | |
| 1.0 Central Custodial Storage Space | | 150 | |
| 2.0 Janitor's Closet Allowance | 22 | 150 | For Janitorial storage throughout building |
| 3.0 Loading Dock Area | | - | Covered Area with dock leveler |
| 4.0 Delivery Storage Room | | 150 | For temporary holding of deliveries |
| 5.0 General Building Storage | | 400 | |
| Loading/Facility Maintenance Sub-Total | 22 | 850 | |
| Circulation, Wall, and Mechanical Shaft Space | | 255 | |

**Village of Mount Prospect
Police Department and Fire Station 13
Space Needs Program for Combined Building**

FGM ARCHITECTS

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| Room/Area/Space | Existing | Sq. Ft. 2017 | Notes |
|--|--------------|----------------|---|
| LOADING FACILITY MAINTENANCE TOTAL | | 1,105 | |
| X. MECHANICAL AND ELECTRICAL SPACES | | | |
| 1.0 Emergency Generator | 97 | - | Locate outside |
| 2.0 Mechanical Room(s) | 197 | 1,800 | HVAC, Plumbing and Fire Protection Equipment |
| 3.0 Electrical Room | 306 | 800 | |
| 4.0 Water Service/ Sprinkler Room | | 100 | |
| 5.0 Elevator | 144 | - | In circulation space allowance |
| 6.0 Elevator Machine Room | 361 | 80 | |
| 7.0 I.T. MDF Closet Allowance | | 200 | |
| 8.0 Telephone Service Room | | 30 | D-mark room |
| Mechanical and Electrical Spaces Sub-Total | 1,105 | 3,010 | |
| Circulation, Wall, and Mechanical Shaft Space | | 903 | |
| MECHANICAL AND ELECTRICAL SPACES TOTAL | | 3,913 | |
| SHARED SPACES SUB-TOTAL | | 35,420 | |
| NET BUILDING AREA SUB-TOTAL | | 105,030 | |
| Multi-Floor Factor | | 3,000 | Assume three floors at 1,000 sq.ft. per floor |
| TOTAL BUILDING AREA REQUIRED | | 108,030 | |
| X. OUTDOOR SPACES | | | |
| Y. PARKING REQUIREMENTS | | | |
| 1.0 Police Department Vehicles | | - | 55 Spaces located in Vehicle Garage |
| 2.0 Police Department Staff Parking | | 53 | |
| 3.0 Seized Vehicles | | 12 | Secure storage for (8-12) seized vehicles - can be remotely located |
| 4.0 Police Department Trailers | | - | Located in Vehicle Garage |

**SECTION 6
LOT REQUIREMENTS - SIZE**

Lot Size

After establishing of the size of the building and potential parking and site requirements for each potential option, it is possible to estimate the lot size required for the Police Station, Fire Station 13 and a Combined Police and Fire Station 13.

The following is a summation of the minimum lot size requirements assuming a maximum lot coverage area of not more than 75% and 90% of the lot. This requirement will meet the Zoning District requirements for Municipal Buildings in Residential Zoning Districts R-X, R-1, R-A, R-2, R-3; Business Zoning Districts B-3 and B-4; Industrial District I-1 per the Village of Mount Prospect Zoning Ordinance. In Zoning Districts B-5 and B-5C, there is no minimum requirement, but understanding that the Village would like to have some landscaped areas, 90% lot coverage was selected for this study.

Police Department

| | |
|---|------------|
| Police Station – Maximum 75% Lot Coverage | 3.45 acres |
| Police Station – Maximum 90% Lot Coverage | 2.96 acres |

For a standalone police station, a three level police station (two stories above grade with a basement) is assumed.

Fire Department

| | |
|--|------------|
| Fire Station 13 – Maximum 75% Lot Coverage | 2.23 acres |
| Fire Station 13 – Maximum 90% Lot Coverage | 1.92 acres |

For Fire Station 13, a two-level fire station is assumed. The Apparatus Bays would be a single level portion of the building.

Combined Police Department and Fire Station 13

| | |
|--|------------|
| Combined Building – Maximum 75% Lot Coverage | 4.50 acres |
| Combined Building – Maximum 90% Lot Coverage | 3.87 acres |

For the combined building, a three-level building (two stories above grade with a basement) is assumed. The Fire Department Apparatus Bays would be a single level portion of the building.

Recommended minimum lot sizes assume that the lot configuration is rectangular in nature and not an unusual or irregular configuration.

For more detailed information, see the Lot Size Requirement Calculations attached to this section.

SECTION 6
LOT REQUIREMENTS – SITE
SELECTION CRITERIA**Site Selection Criteria**

Considerations for site selection for a Police and Fire Station should take into account the following items:

- **Size of parcel** –The size of the parcel must be adequate to accommodate the assumed building footprint, visitor, staff, and Police and Fire Department vehicle parking requirements, setback requirements, maximum lot coverage requirements, and storm water detention requirements.

The site must be adequate in size to allow for efficient flow and to accommodate proper separation of public and secure areas. Public, or visitor parking needs to be highly visible, convenient to the entrance, and easy to maneuver in and out of. Staff parking should be located within a secured area since some staff work late at night or early in the morning.

Police vehicles should be located in a secured area surrounded by a perimeter fence to protect vehicles from vandalism, or in a covered parking area or enclosed garage to keep vehicles ready for immediate use and to protect electronic equipment during times of inclement weather.

Delivery and service areas should be located away from the public, but not within the secured area.

- **Site access** – Proximity to at least one major thoroughfare is desirable for ease of public access. The configuration of the site should allow for multiple egress/ingress points for vehicles in the event that one is blocked.

Egress for vehicles onto two different streets is ideal.

- **Location** – For the Police Station, a site centrally located in the Village, or a location with good access is preferred. For Fire Station 13, the site should be located relative to other Fire Stations to maximize potential coverage and minimize response time throughout the Village.

Good visibility for public wayfinding should also be considered. Access to the site via sidewalks and public transportation is also a benefit to the community.

SECTION 6
LOT REQUIREMENTS – LOT
SIZE CALCULATIONS

Following this are the Police Department and Fire Station 13 Lot Size Calculations referenced in Section 6.

Lot Size Calculation Worksheets**1. Police Department**

Police Station – Maximum 75% Lot Coverage

Police Station – Maximum 90% Lot Coverage

2. Fire Department

Fire Station 13 – Maximum 75% Lot Coverage

Fire Station 13 – Maximum 90% Lot Coverage

3. Combined Police Department and Fire Station 13

Combined Building – Maximum 75% Lot Coverage

Combined Building – Maximum 90% Lot Coverage

| Village of Mount Prospect Police Department | | FGM ARCHITECTS | |
|--|----------------|--|--|
| Lot Requirements - 75% Maximum Lot Coverage | | October 10, 2017 FGM #: 16-2164.01 | |
| A. LOT SIZE REQUIREMENTS FOR POLICE STATION | | | |
| Zoning Assumptions | | No more than 75% impervious coverage | |
| Programmatic size of combined building | 81,123 | Assumes three level building | |
| Parking Spaces Required | 122 | | |
| B. SITE AREA REQUIREMENTS | | Sq.ft. | |
| BUILDING AND PAVED AREAS | | | |
| Assumed Footprint of Building | 44,000 | Allows for larger main level and indoor parking at grade | |
| Parking, Walkway and Drives | | | |
| Parking Lot Size | 36,600 | Allow 300 sq.ft. per space | |
| Walkways | 3,660 | Allow for 10% of parking lot area in walks | |
| Drives | 7,320 | Allow for 20% of parking lot area in drives | |
| Miscellaneous Outdoor Spaces | 3,250 | | |
| TOTAL BUILDING AND PAVED AREAS | 94,830 | | |
| RECOMMENDED LOT SIZE | | | |
| Site size to meet lot coverage requirements | 126,440 | | |
| Stormwater Detention | 23,708 | Assume 25% of Building and Paved Areas (impervious area) | |
| C. TOTAL MINIMUM RECOMMENDED LOT SIZE | 150,148 | | |
| D. MINIMUM RECOMMENDED SITE ACERAGE | 3.45 | | |
| Notes | | | |
| 1. Lot size requirement assumes 75% maximum lot coverage by impervious areas | | | |
| 2. Lot size calculation assumes a regular lot configuration, if lot shape is irregular, additional space will be required | | | |
| <small>S:\jobs\2016\16-2164\ADMIN\1.0 Project Management & Programming\1.3 Building Program\Mount Prospect Police Program 2017-10-10</small> | | | |

| | | | |
|---|---------------|--|--|
| Village of Mount Prospect Police Department | | FGM ARCHITECTS | |
| Lot Requirements - 90% Maximum Lot Coverage | | October 10, 2017 FGM #: 16-2164.01 | |
| A. LOT SIZE REQUIREMENTS FOR POLICE STATION | | | |
| Zoning Assumptions | | No more than 90% impervious coverage | |
| Programmatic size of combined building | 81,123 | Assumes three level building | |
| Parking Spaces Required | 122 | | |
| B. SITE AREA REQUIREMENTS | | Sq.Ft. | |
| BUILDING AND PAVED AREAS | | | |
| Assumed Footprint of Building | 44,000 | Allows for larger main level and indoor parking at grade | |
| Parking, Walkway and Drives | | | |
| Parking Lot Size | 36,600 | Allow 300 sq.ft. per space | |
| Walkways | 3,660 | Allow for 10% of parking lot area in walks | |
| Drives | 7,320 | Allow for 20% of parking lot area in drives | |
| Miscellaneous Outdoor Spaces | 3,250 | | |
| TOTAL BUILDING AND PAVED AREAS | 94,830 | | |
| RECOMMENDED LOT SIZE | | | |
| Site size to meet lot coverage requirements | 105,367 | | |
| Stormwater Detention | 23,708 | Assume 25% of Building and Paved Areas (impervious area) | |
| C. TOTAL MINIMUM RECOMMENDED LOT SIZE | | 129,074 | |
| D. MINIMUM RECOMMENDED SITE ACERAGE | | 2.96 | |
| Notes | | | |
| 1. Lot size requirement assumes 90% maximum lot coverage by impervious areas | | | |
| 2. Lot size calculation assumes a regular lot configuration, if lot shape is irregular, additional space will be required | | | |
| 3:\jobs\2016\16-2164\ADMIN\1.0 Project Management & Programming\1.3 Building Program\Mount Prospect Police Program 2017-10-10 | | | |

| Village of Mount Prospect Fire Department Station 13 Lot Requirements - 90% Maximum Lot Coverage | | FGM ARCHITECTS October 10, 2017 FGM #: 16-2164.01 | |
|--|---------------|--|--|
| A. LOT SIZE REQUIREMENTS FOR FIRE STATION 13 | | | |
| Zoning Assumptions | | No more than 75% impervious coverage | |
| Programmatic size of combined building | 28,646 | Assumes two level building | |
| Parking Spaces Required | 82 | Includes three 40' long spaces for emergency vehicles | |
| B. SITE AREA REQUIREMENTS | | Sq.Ft. | |
| BUILDING AND PAVED AREAS | | | |
| Assumed Footprint of Building | 21,300 | Apparatus Bays on grade level | |
| Parking, Walkway and Drives | | | |
| Parking Lot Size | 25,950 | Allow 300 sq.ft. per space, 750 sq.ft/emergency vehicle | |
| Walkways | 2,595 | Allow for 10% of parking lot area in walks | |
| Drives | 5,190 | Allow for 20% of parking lot area in drives | |
| Apparatus Bay Aprons | 6,300 | Area for aprons to equal apparatus bay size | |
| TOTAL BUILDING AND PAVED AREAS | 61,335 | | |
| RECOMMENDED LOT SIZE | | | |
| Site size to meet lot coverage requirements | 68,150 | | |
| Stormwater Detention | 15,334 | Assume 25% of Building and Paved Areas (impervious area) | |
| C. TOTAL MINIMUM RECOMMENDED LOT SIZE | 83,484 | | |
| D. MINIMUM RECOMMENDED SITE ACERAGE | 1.92 | | |
| Notes | | | |
| 1. Lot size requirement assumes 90% maximum lot coverage by impervious areas | | | |
| 2. Lot size calculation assumes a regular lot configuration, if lot shape is irregular, additional space will be required | | | |
| <small>S:\Jobs\2016\16-2164\ADMIN\1.0 Project Management & Programming\1.3 Building Program\Mount Prospect Police Program 2017-10-10</small> | | | |

| Village of Mount Prospect Police Dept. & Fire Station 13 | | FGM ARCHITECTS | |
|--|----------------|--|--|
| Lot Requirements - 75% Maximum Lot Coverage | | October 10, 2017 FGM #: 16-2164.01 | |
| A. LOT SIZE REQUIREMENTS FOR COMBINED POLICE DEPARTMENT AND FIRE STATION 13 | | | |
| Zoning Assumptions | | No more than 75% impervious coverage | |
| Programmatic size of combined building | 108,030 | Assumes three level building | |
| Parking Spaces Required | 130 | Includes three 40' long spaces for emergency vehicles | |
| B. SITE AREA REQUIREMENTS | | Sq.Ft. | |
| BUILDING AND PAVED AREAS | | | |
| Assumed Footprint of Building | 68,000 | Apparatus Bays and Indoor Parking on grade level | |
| Parking, Walkway and Drives | | | |
| Parking Lot Size | 40,350 | Allow 300 sq.ft. per space, 750 sq.ft/emergency vehicle | |
| Walkways | 3,228 | Allow for 8% of parking lot area in walks | |
| Drives | 6,053 | Allow for 15% of parking lot area in drives | |
| Apparatus Bay Aprons | 6,300 | Area for aprons to equal apparatus bay size | |
| Miscellaneous Outdoor Spaces | 3,250 | | |
| TOTAL BUILDING AND PAVED AREAS | 123,931 | | |
| RECOMMENDED LOT SIZE | | | |
| Site size to meet lot coverage requirements | 165,241 | | |
| Stormwater Detention | 30,983 | Assume 25% of Building and Paved Areas (impervious area) | |
| C. TOTAL MINIMUM RECOMMENDED LOT SIZE | | 196,223 | |
| D. MINIMUM RECOMMENDED SITE ACERAGE | | 4.50 | |
| Notes | | | |
| 1. Lot size requirement assumes 75% maximum lot coverage by impervious areas | | | |
| 2. Lot size calculation assumes a regular lot configuration, if lot shape is irregular, additional space will be required | | | |
| <small>3:\jobs\2016\16-2164\ADMIN\1.0 Project Management & Programming\1.3 Building Program\Mount Prospect Police Program 2017-10-10</small> | | | |

| Village of Mount Prospect Police Dept. & Fire Station 13 Lot Requirements - 90% Maximum Lot Coverage | | FGM ARCHITECTS October 10, 2017 FGM #: 16-2164.01 | |
|--|----------------|--|--|
| A. LOT SIZE REQUIREMENTS FOR COMBINED POLICE DEPARTMENT AND FIRE STATION 13 | | | |
| Zoning Assumptions | | No more than 90% impervious coverage | |
| Programmatic size of combined building | 108,030 | Assumes three level building | |
| Parking Spaces Required | 130 | Includes three 40' long spaces for emergency vehicles | |
| B. SITE AREA REQUIREMENTS | | Sq.Ft. | |
| BUILDING AND PAVED AREAS | | | |
| Assumed Footprint of Building | 68,000 | Apparatus Bays and Indoor Parking on grade level | |
| Parking, Walkway and Drives | | | |
| Parking Lot Size | 40,350 | Allow 300 sq.ft. per space, 750 sq.ft/emergency vehicle | |
| Walkways | 3,228 | Allow for 8% of parking lot area in walks | |
| Drives | 6,053 | Allow for 15% of parking lot area in drives | |
| Apparatus Bay Aprons | 6,300 | Area for aprons to equal apparatus bay size | |
| Miscellaneous Outdoor Spaces | 3,250 | | |
| TOTAL BUILDING AND PAVED AREAS | 123,931 | | |
| RECOMMENDED LOT SIZE | | | |
| Site size to meet lot coverage requirements | 137,701 | | |
| Stormwater Detention | 30,983 | Assume 25% of Building and Paved Areas (impervious area) | |
| C. TOTAL MINIMUM RECOMMENDED LOT SIZE | 168,683 | | |
| D. MINIMUM RECOMMENDED SITE ACERAGE | 3.87 | | |
| Notes | | | |
| 1. Lot size requirement assumes 90% maximum lot coverage by impervious areas | | | |
| 2. Lot size calculation assumes a regular lot configuration, if lot shape is irregular, additional space will be required | | | |
| <small>3:\jestr\2016\16-2164a\ADMIN\1.0 Project Management & Programming\1.3 Building Program\Mount Prospect Police Program 2017-10-10</small> | | | |

**SECTION 7
PROJECT BUDGETS**

Project Budgets

As part of this study, FGM has provided conceptual budgets to implement the project. For the attached summaries, the Total Project Budget includes the cost of construction, fees and soft costs for each of the schemes. Costs are based on a quality municipal structure that will be serviceable for 40-50 years assuming an appearance and use of materials that are complimentary to other municipal facilities in Mount Prospect.

Costs are based on a spring/summer 2019 construction start. Budgets will need to be escalated for inflation as required annually after that time frame. Cost ranges have been provided as design work is no actual design work has been performed.

For more details, see the Budgets attached to this section.

Budget Summary

Budgets are provided for a standalone Police Station, a standalone Headquarters Fire Station 13 and a Combined Police Department and Headquarters Fire Station 13.

The following is a summation of the budgets:

| New Standalone Police Station | Low | High |
|--------------------------------------|---------------------|---------------------|
| Construction Budget | \$31,345,038 | \$33,456,859 |
| Owner Purchased Items (FF&E, etc.) | \$996,000 | \$1,158,000 |
| Fees and Soft Costs | \$2,280,427 | \$2,462,696 |
| Owner Contingency | <u>\$324,643</u> | <u>\$362,070</u> |
| Total Project Budget | \$35,116,109 | \$37,439,624 |

| New Standalone H.Q. Fire Station 13 | Low | High |
|--|---------------------|---------------------|
| Construction Costs | \$10,464,005 | \$11,139,102 |
| Owner Purchased Items (FF&E, etc.) | \$314,000 | \$386,000 |
| Fees and Soft Costs | \$954,800 | \$1,058,433 |
| Owner Contingency | <u>\$126,880</u> | <u>\$144,443</u> |
| Total Project Budget | \$11,859,685 | \$12,727,978 |

| Combined Police Department And H.Q. Fire Station 13 | Low | High |
|--|---------------------|---------------------|
| Construction Costs | \$40,734,841 | \$43,280,769 |
| Owner Purchased Items (FF&E, etc.) | \$1,263,000 | \$1,485,000 |
| Fees and Soft Costs | \$2,700,059 | \$2,917,500 |
| Owner Contingency | <u>\$396,306</u> | <u>\$440,250</u> |
| Total Project Budget | \$45,094,206 | \$48,123,519 |

**SECTION 7
PROJECT BUDGET
ATTACHMENTS**

Following this page are the conceptual project budgets for a standalone Police Station, a standalone Headquarters Fire Station 13 and a Combined Police Department and Headquarters Fire Station 13.

Police Station

Conceptual Budget for New 81,123 sq.ft.
Police Station

Pages 1-2

Headquarters Fire Station 13

Conceptual Budget for New 28,646 sq.ft.
Fire Station

Pages 1-2

**Combined Police Department and
Headquarters Fire Station 13**

Conceptual Budget for New 108,030 sq.ft.
Combined Building

Pages 1-2

**Village of Mount Prospect
Police Department**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

Conceptual Budget for New 81,123 sq.ft. Police Station

| Item | Quantity | Unit | Cost/Unit | | Construction Cost | | Remarks |
|--|----------|------|-----------|--------|----------------------|----------------------|--|
| | | | Low | High | Low | High | |
| POLICE STATION Construction | | | | | | | |
| New Police Station Construction | 81,123 | s.f. | \$ 330 | \$ 350 | \$ 26,770,574 | \$ 28,393,033 | Includes Security and Audio Visual Systems |
| Escalation (3.5% per annum for two years) | | | | | \$1,906,734.10 | \$2,022,293.74 | Assume construction starts in Spring 2019 |
| Total Police Station Construction Costs | | | | | \$ 28,677,308 | \$ 30,415,326 | |
| Design and Pricing Contingency (5%) | | | | | \$ 1,433,865 | \$ 1,520,766 | |
| Construction Contingency (5%) | | | | | \$ 1,433,865 | \$ 1,520,766 | |
| Total Police Station Construction Budget | | | | | \$ 31,545,038 | \$ 33,456,859 | |
| Allowances for Items to be Purchased by the Village | | | | | | | |
| Furniture and Equipment | | | | | \$ 700,000 | \$ 800,000 | Includes window treatments |
| Training Equipment | | | | | \$ - | \$ - | Provided by Owner |
| Computer Systems | | | | | \$ 100,000 | \$ 150,000 | |
| Wireless Network System | | | | | \$ 30,000 | \$ 40,000 | |
| Maintenance/Janitorial Equipment | | | | | \$ 6,000 | \$ 8,000 | |
| Telephone System | | | | | \$ 75,000 | \$ 90,000 | |
| Wireless Telephone Boosters/Amplifiers | | | | | \$ 40,000 | \$ 50,000 | |
| Miscellaneous Equipment and Furnishings | | | | | \$ 15,000 | \$ 20,000 | For items such as art, plants, bond safe, etc. |
| Total Allowances for Items to be Purchased by the Village | | | | | \$ 966,000 | \$ 1,158,000 | |
| Allowances for Items Fees and Soft Costs | | | | | | | |
| Architectural and Engineering Fees (7.0%) | | | | | \$ 2,050,427 | \$ 2,174,696 | Incl. civil, security and landscape design |
| Furnishings Design Fee | | | | | \$ 60,000 | \$ 70,000 | Design, bidding and project management |
| Surveys & Soil Investigations | | | | | \$ 15,000 | \$ 20,000 | |
| Material Testing During Construction | | | | | \$ 25,000 | \$ 30,000 | |
| Building Commissioning | | | | | \$ 40,000 | \$ 50,000 | |
| Printing Costs | | | | | \$ 5,000 | \$ 8,000 | |
| Utility Company Charges (Electric, Gas, Telephone) | | | | | \$ 30,000 | \$ 40,000 | |

FGM ARCHITECTS
October 10, 2017
FGM #: 16-2164.01

**Village of Mount Prospect
Fire Department Headquarters Station 13
Conceptual Budget for New 28,646 sq.ft. Fire Station**

| Item | Quantity | Unit | Cost/Unit | | Construction Cost | | Remarks |
|--|----------|------|-----------|--------|----------------------|----------------------|--|
| | | | Low | High | Low | High | |
| Fire Station Construction | | | | | | | |
| New Fire Station 13 Construction | 28,646 | s.f. | \$ 310 | \$ 330 | \$ 8,880,237 | \$ 9,453,155 | Includes Security and Audio Visual Systems |
| Escalation (3.5% per annum for two years) | | | | | \$ 632,495 | \$ 673,301 | Assume construction starts in Spring 2019 |
| Total Fire Station 13 Construction Costs | | | | | \$ 9,512,732 | \$ 10,126,456 | |
| Design and Pricing Contingency (5%) | | | | | \$ 475,637 | \$ 506,323 | |
| Construction Contingency (5%) | | | | | \$ 475,637 | \$ 506,323 | |
| Total Fire Station 13 Construction Budget | | | | | \$ 10,464,005 | \$ 11,139,102 | |
| Allowances for Items to be Purchased by the Village | | | | | | | |
| Furniture and Equipment | | | | | \$ 175,000 | \$ 200,000 | Includes window treatments |
| Training Equipment | | | | | \$ - | \$ - | Provided by Owner |
| Station Alerting Systems | | | | | \$ - | \$ - | Provided by Owner |
| Computer Systems | | | | | \$ 50,000 | \$ 70,000 | |
| Wireless Network System | | | | | \$ 15,000 | \$ 20,000 | |
| Maintenance/Janitorial Equipment | | | | | \$ 4,000 | \$ 6,000 | |
| Telephone System | | | | | \$ 40,000 | \$ 50,000 | |
| Wireless Telephone Boosters/Amplifiers | | | | | \$ 20,000 | \$ 25,000 | |
| Miscellaneous Equipment and Furnishings | | | | | \$ 10,000 | \$ 15,000 | For items such as art, plants, bond safe, etc. |
| Total Allowances for Items to be Purchased by the Village | | | | | \$ 314,000 | \$ 386,000 | |
| Allowances for Items Fees and Soft Costs | | | | | | | |
| Architectural and Engineering Fees (8.25%) | | | | | \$ 784,800 | \$ 835,433 | Incl. civil, security and landscape design |
| Furnishings Design Fee | | | | | \$ 40,000 | \$ 50,000 | Design, bidding and project management |
| Surveys & Soil Investigations | | | | | \$ 15,000 | \$ 20,000 | |
| Material Testing During Construction | | | | | \$ 20,000 | \$ 25,000 | |
| Building Commissioning | | | | | \$ 25,000 | \$ 30,000 | |
| Printing Costs | | | | | \$ 5,000 | \$ 8,000 | |

**Village of Mount Prospect
Police Department and Fire Station 13
Conceptual Budget for Combined 108,030 sq.ft. Building**

FGM ARCHITECTS
October 10, 2017
FGM #: 16-2164.01

| Item | Quantity | Unit | Cost/Unit | | Construction Cost | | Remarks |
|---|----------|------|-----------|--------|----------------------|----------------------|--|
| | | | Low | High | Low | High | |
| COMBINED POLICE DEPARTMENT AND H.Q. FIRE STATION 13 Construction | | | | | | | |
| New Combined Building Construction | 108,030 | s.f. | \$ 320 | \$ 340 | \$ 34,569,464 | \$ 36,730,056 | Includes Security and Audio Visual Systems |
| Escalation (3.5% per annum for two years) | | | | | \$2,462,210.07 | \$2,616,098.20 | Assume construction starts in Spring 2019 |
| Total Combined Building Construction Costs | | | | | \$ 37,031,674 | \$ 39,346,154 | |
| Design and Pricing Contingency (5%) | | | | | \$ 1,851,584 | \$ 1,967,308 | |
| Construction Contingency (5%) | | | | | \$ 1,851,584 | \$ 1,967,308 | |
| Total Combined Building Construction Budget | | | | | \$ 40,734,841 | \$ 43,280,769 | |
| Allowances for Items to be Purchased by the Village | | | | | | | |
| Furniture and Equipment | | | | | \$ 875,000 | \$ 1,000,000 | Includes window treatments |
| Training Equipment | | | | | \$ - | \$ - | Provided by Owner |
| Computer Systems | | | | | \$ 150,000 | \$ 200,000 | |
| Wireless Network System | | | | | \$ 30,000 | \$ 40,000 | |
| Maintenance/Janitorial Equipment | | | | | \$ 8,000 | \$ 10,000 | |
| Telephone System | | | | | \$ 125,000 | \$ 140,000 | |
| Wireless Telephone Boosters/Amplifiers | | | | | \$ 50,000 | \$ 60,000 | |
| Miscellaneous Equipment and Furnishings | | | | | \$ 25,000 | \$ 35,000 | For items such as art, plants, bond safe, etc. |
| Total Allowances for Items to be Purchased by the Village | | | | | \$ 1,263,000 | \$ 1,485,000 | |
| Allowances for Items Fees and Soft Costs | | | | | | | |
| Architectural and Engineering Fees (6.5%) | | | | | \$ 2,407,059 | \$ 2,557,500 | Incl. civil, security and landscape design |
| Furnishings Design Fee | | | | | \$ 80,000 | \$ 100,000 | Design, bidding and project management |
| Surveys & Soil Investigations | | | | | \$ 15,000 | \$ 20,000 | |
| Material Testing During Construction | | | | | \$ 25,000 | \$ 30,000 | |
| Building Commissioning | | | | | \$ 70,000 | \$ 80,000 | |
| Printing Costs | | | | | \$ 8,000 | \$ 10,000 | |
| Utility Company Charges (Electric, Gas, Telephone) | | | | | \$ 30,000 | \$ 40,000 | |

SECTION 8 USE EXISTING BUILDING FOR POLICE DEPARTMENT

A question that needs to be addressed is “Can the existing Police and Fire Station be utilized for the Police Department?” This question assumes that the Fire Department will relocate H.Q. Fire Station 13.

The current police station occupies approximately 55% of the existing building so it would be a significant improvement to the working conditions of the Department if the entire building was a dedicated police station.

The question that arises is whether or not this solution will meet the long term needs to the Police Department which we will define for a municipality to be 40-50 years.

The long term space needs identified for the Police Department is 81,123 square feet. The total gross area of the existing building is 67,658 square feet. Therefore, the long term needs will need to be reduced by 13,465 square feet. FGM worked with the Police Department to identify potential reductions to the programmatic needs with the goal of reducing the program approximately 17% so it can fit within the existing building. The reductions are highlighted in the attached reduced program located in this section.

- To achieve the necessary reductions, spaces were reduced throughout the program. The following highlights some of the more significant reductions:
- Eliminated the Community Room
- The number of Interview Rooms were reduced.
- Spaces for future functions such as a Crime Analyst were eliminated
- Evidence Storage Areas were reduced in size
- Evidence Processing areas were reduced in size
- The Firearms Range was eliminated and is assumed to remain as is at Fire Station 12
- The Holding Facility will remain as is understanding that it does not meet modern standards

Many of the space reductions affect the long term needs of the Department and may require future considerations as needs arise. The Village will need to consider this as they decide the best course of action to meet the needs of the Police Department.

Budget Summary

A budget for renovating the existing building to a stand alone police station was also developed. The budget includes replacement of the existing parking deck as it is in disrepair and has been problematic since the facility was open. The budget

also includes renovation of the existing fire apparatus bays to convert them into useable space for offices, a training room or other police functions. A summary of the costs is as follows.

| Renovate Existing for Police Station | Low | High |
|---|---------------------|---------------------|
| Construction Budget | \$17,524,201 | \$19,708,575 |
| Owner Purchased Items (FF&E, etc.) | \$856,000 | \$1,048,000 |
| Fees and Soft Costs | \$1,694,557 | \$1,938,229 |
| Owner Contingency | <u>\$255,056</u> | <u>\$298,623</u> |
| Total Project Budget | \$20,329,814 | \$22,993,427 |

For additional information, see the reduced building budget at the end of this section.

**SECTION 8
USE EXISTING BUILDING
FOR POLICE DEPARTMENT
REDUCED PROGRAM**

The following program is for a reduced size Police Station to allow the identified functions to fit within the existing Police and Fire Station.

The areas that have been reduced from the recommended programmatic sizes identified in Section 5 are highlighted in yellow.

**Village of Mount Prospect
Police Department**
Space Needs Program - Reduced

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|--------------|--|
| | Existing | Reduced | |
| A. PUBLIC ENTRY / PUBLIC ACCESS AREAS | | | |
| 1.0 Entry Vestibule | 51 | 80 | |
| 2.0 Lobby | 696 | 300 | Provide seating for (6) |
| 3.0 Second Floor Lobby | 500 | | |
| 4.0 Citizen Report Rooms (2) required | | 200 | Provide seating for (4) with counter for fingerprinting |
| 5.0 Public Fingerprinting Alcove | | - | Incorporate into one of the Citizen Report Rooms above |
| 6.0 Community Room | 1,400 | 1,400 | Seating for (30) people in classroom format |
| 7.0 Public Toilets | 255 | 425 | Mens: 2 toilets, 2 urinals and 2 lavs. Women's: 3 toilets and 2 lavs |
| Public Entry / Public Access Areas Sub-Total | 1,502 | 2,705 | 2,405 |
| Circulation, Wall, and Mechanical Shaft Space | | 812 | 722 |
| PUBLIC ENTRY / PUBLIC ACCESS AREAS TOTAL | | 3,517 | 3,127 |
| B. POLICE RECEPTION - FRONT DESK | | | |
| 1.0 Counter Positions | 320 | 240 | Reception positions for (2) and service areas |
| 2.0 CSO Workstation | | 80 | |
| 3.0 Camera Monitor Center | | 140 | CCTV monitoring area for Holding, Cells and building cameras |
| 4.0 Property Return Room | | - | Located in booking |
| 5.0 Supply Closet | | 16 | |
| 6.0 Printer/Copier | | - | Located in Counter Positions |
| 7.0 Files | | - | Located in Counter Positions |
| Police Reception - Front Desk Sub-Total | 320 | 476 | 336 |
| Circulation, Wall, and Mechanical Shaft Space | | 143 | 101 |
| POLICE RECEPTION - FRONT DESK TOTAL | | 619 | 437 |
| C. POLICE ADMINISTRATION | | | |
| 1.0 Chief of Police Office | 273 | 250 | Desk, credenza, soft seating area, small conf. table, bookcases |
| 2.0 Closet | | 10 | 10 |
| 3.0 Deputy Chief - Operations Office | 217 | 220 | Desk, credenza, soft seating area for 5-6 people, bookcases |
| 4.0 Closet | | 10 | 10 |
| 5.0 Deputy Chief - Administration Office | 219 | 220 | Desk, credenza, soft seating area, bookcases |
| 6.0 Closet | | 10 | 10 |
| 7.0 Commander of Operations Office | 172 | 160 | Desk, credenza, guest seating for 2 people |
| 8.0 Closet | | 10 | 10 |
| 9.0 Cmdr. of Personnel and Organizational Dev. | 161 | 160 | Desk, credenza, guest seating for 2 people |

**Village of Mount Prospect
Police Department**

Space Needs Program - Reduced

| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|--------------|--|
| | Existing | Reduced | |
| E. MVR REVIEW OFFICER | | | |
| 1.0 MVR Review Office | | - | Located with Evidence Technicians below |
| F. PATROL SECTION | | | |
| 1.0 Commander of Patrol (2) required | 277 | 320 | Desk, credenza, guest seating for 2 people |
| 2.0 Closet | | 20 | |
| 3.0 Patrol Conference Room | 250 | 300 | Use Roll Call Room |
| 4.0 Patrol Sergeants Workstations | 581 | 780 | (12) "L" shaped workstations in open office setting |
| 5.0 Storage | 68 | | Incorporate in Patrol Sergeants Workstation area |
| 6.0 Equipment Issue | | 150 | |
| 7.0 Support Spaces | | | |
| 8.0 Mud Room | | 100 | With area for wet gear |
| 9.0 Duty Bag Storage | | 360 | Provide (86) three-tier lockers for duty bags near patrol entry |
| 10.0 Report Writing | | | |
| 11.0 Officer Desks | 186 | 350 | (6) report writing workstations with copier, mail and form storage |
| 12.0 Photocopy/FAX/Printer | | 80 | |
| 13.0 Juvenile Temporary Holding | | 120 | |
| 14.0 Juvenile Toilet | | 80 | |
| 15.0 Squad/Briefing Room | 529 | 660 | For (20-22) staff in flexible format - classroom or conference setting |
| 16.0 Storage | 107 | 100 | |
| 17.0 SOU Office | 63 | 256 | (4) workstations |
| 18.0 Traffic Division | | | |
| 19.0 Supervisor Office | | 140 | Desk, credenza, guest seating for 2 people |
| 20.0 Open Workstations | | 192 | (3) workstations |
| 21.0 Police Social Worker | | 160 | Desk, credenza, guest seating for 2 people |
| 22.0 Soft Interview Room | 155 | 150 | Space for 6 with couches and soft chairs |
| 23.0 Interview Rooms (2) | 147 | 300 | Arrange so they can be shared with Investigations |
| 24.0 K-9 Storage | | 25 | |
| Patrol Bureau Sub-Total | 2,113 | 4,773 | 4,273 |
| Circulation, Wall, and Mechanical Shaft Space | | 1,671 | 1,496 |
| PATROL SECTION TOTAL | | 6,444 | 5,769 |
| G. INFORMATION SYSTEMS | | | |

**Village of Mount Prospect
Police Department
Space Needs Program - Reduced**

FGM ARCHITECTS
October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Existing | Sq. Ft. | Reduced | Notes |
|--|------------|--------------|--------------|---|
| INVESTIGATIVE SECTION TOTAL | | 5,663 | 4,666 | |
| I. EVIDENCE AND PROPERTY | | | | |
| 1.0 Evidence Packaging | | | | |
| 2.0 Worktable and Barcoding | 80 | 200 | 200 | (3) sets pass-thru lockers, large counter, storage for supplies, sink |
| 3.0 Evidence Drop Lockers | | | | Located in Worktable and Barcoding above |
| 4.0 Intake Area/Work Area | | 200 | 150 | Work Area with sink |
| 5.0 Evidence Area Support Spaces | | | | |
| 6.0 General Evidence | 534 | 1,000 | 800 | High Density Storage |
| 7.0 Open Floor Area | | 200 | 150 | |
| 8.0 Money Vault | | 64 | 64 | |
| 9.0 Narcotics Storage | 40 | 64 | 64 | Located in High Density Storage above |
| 10.0 Firearms Storage | 42 | 80 | 80 | Located in High Density Storage above |
| 11.0 Refrigerated Storage | | 40 | 40 | Allow for (2) refrigeration units |
| 12.0 Destruction Holding Area | | 100 | 50 | Area with shelving |
| 13.0 Bike Storage | | | | See Outdoor Miscellaneous Spaces below |
| 14.0 Secure Storage Shed | | | | See Outdoor Miscellaneous Spaces below. For hazardous items |
| 15.0 Seized Vehicles/Impound | | | | See Outdoor Miscellaneous Spaces below |
| Evidence Property Management Sub-Total | 696 | 1,948 | 1,598 | |
| Circulation, Wall, and Mechanical Shaft Space | | 584 | 479 | |
| EVIDENCE AND PROPERTY TOTAL | | 2,532 | 2,077 | |
| J. EVIDENCE TECHNICIANS | | | | |
| 1.0 Supervisor Office | | 140 | 140 | "L" shaped workstation with (2) guest chairs |
| 2.0 Evidence Garage | 136 | | | |
| 3.0 Evidence Vehicle Garage | | | | Store in Evidence Vehicle Processing Bay |
| 4.0 Vehicle Processing Bay | 414 | 1,296 | 650 | 18'x36' space, with (1) bays, includes wheel lift and tool area |
| 5.0 Drying Cabinets | | 150 | 100 | Provide space for (1) double drying cabinets and 8' layout area |
| 6.0 Emergency Eyewash/Shower | | 25 | 25 | |
| 7.0 Temporary Evidence Storage | | 100 | 100 | Room with shelving |
| 8.0 Forensic Processing Lab | 155 | | | |
| 9.0 Dust/Superglue/Ninhydrin Work Area | | 100 | 100 | Work areas with dusting chambers, sinks, and storage |
| 10.0 Dusting Chamber | | 30 | 30 | Included above |
| 11.0 Dusting Room | | 100 | | |

**Village of Mount Prospect
Police Department**

Space Needs Program - Reduced

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|--------------|---|
| | Existing | Reduced | |
| 12.0 Drying Cabinets | - | - | Located in Evidence Garage |
| 13.0 Fume Hood | 30 | 30 | |
| 14.0 Refrigerators | 15 | 15 | Provide space for (1) refrigerators |
| 15.0 Microscopy Area | 30 | 30 | |
| 16.0 Worktables and Counters | 250 | 200 | |
| 17.0 Digital /Photo Lab/Computer | 100 | 80 | (1) "L" shaped workstation, printer, and workbench |
| 18.0 Computer Forensics | 150 | 150 | Provide secure office with workstations for (2) with large work surfaces |
| 19.0 Storage | 40 | 40 | For storage of electronics and media within office |
| 20.0 Clean Storage Equipment Room | 62 | 80 | |
| 21.0 Dirty Equipment Storage Room | 100 | 80 | |
| 22.0 Accident Reconstruction Office | 160 | 160 | Office with workstation, layout table with space for 2-3 persons |
| 23.0 Equipment Storage Closet | | 15 | For storage of accident reconstruction equipment |
| 24.0 Forensic Lab Support Spaces | | | |
| 25.0 Lockers | 134 | 260 | (12) 2'x2' lockers for Techs/Accident Invest., (6) lockers for Arson Invest. |
| 26.0 Washer/Dryer | 100 | 100 | Washer/dryer for dirty clothing (not for pathogens) located off garage |
| Evidence Technicians Sub-Total | 901 | 2,385 | |
| Circulation, Wall, and Mechanical Shaft Space | 1,022 | 716 | |
| EVIDENCE TECHNICIANS TOTAL | 4,428 | 3,101 | |
| | | | |
| | | | |
| K. RECORDS SECTION | | | |
| 1.0 Records Supervisor Office | 138 | 160 | (2) guest chairs at desk |
| 2.0 Records Clerks Open Office | 765 | 560 | Open office work area with (7) "L" shaped workstations |
| 3.0 Court Liaison | 80 | 80 | "L" Shaped workstation within Records Clerks open office |
| 4.0 Flexible Workstation | 80 | 80 | For audits |
| 5.0 Conference Room | - | - | Seating for (10-12) people, shared w/other departments |
| 6.0 Support Spaces | | | |
| 7.0 Public Counter Positions | 80 | 80 | Provide for (1) secure reception positions |
| 8.0 Officers Counter | 32 | 32 | |
| 9.0 Copy/Workroom | 150 | 150 | Area with copier, shredder, work counters, storage |
| 10.0 Active File Storage | 267 | 240 | (5) 24" wide cabinets, (4) 36" wide lat. files and high density filing system |
| 11.0 Microfiche Reader | 45 | 45 | |
| 12.0 Long Term Records | | | |
| 13.0 Form Storage | 80 | - | Locate at Village Hall |
| 14.0 Safe | 20 | 20 | Located at public counter |
| 15.0 Closet | 16 | 16 | |

**Village of Mount Prospect
Police Department
Space Needs Program - Reduced**

FGM ARCHITECTS
October 10, 2017
FGM #: 16-2164.01

| Room/Area/Space | Existing | Sq. Ft. | Reduced | Notes |
|--|--------------|--------------|--------------|--|
| Records Section Sub-Total | 1,170 | 1,543 | 1,463 | |
| Circulation, Wall, and Mechanical Shaft Space | | 540 | 512 | |
| RECORDS SECTION TOTAL | | 2,083 | 1,975 | |
| L. TRAINING | | | | |
| 1.0 Firearms Range | | | | Range to remain at Fire Station 12 |
| 2.0 Range Master/Armory Office | 154 | 140 | | |
| 3.0 Range Officer Lockers | 154 | 60 | | (15) Full Sized lockers |
| 4.0 Temporary Lockers | | 50 | | (12) lockers - (4) 12" wide , (8) box style |
| 5.0 Firing Range | 3,253 | | | *Existing Range is located at Fire Station 12 (off-site) |
| 6.0 Range Staging | 277 | 400 | | Area for prep outside of range. (4) gun cleaning stations w/ stor. cabs. |
| 7.0 Range Lanes | 1,746 | 3,300 | | 30' wide firing range, includes trap area |
| 8.0 Trap Area | | - | - | See above |
| 9.0 Target Storage | | 200 | | Storage for targets, props, etc. |
| 10.0 Armory Storage | 250 | 150 | | Ammunition and Weapons Storage |
| 11.0 Weapons Maintenance | 136 | 220 | | Weapons repair and cleaning room |
| 12.0 Range Mechanical | | 400 | | Range Supply and Exhaust |
| 13.0 DT Training Room | | - | | Located in Locker/Fitness Areas below |
| 14.0 Restroom | 35 | - | | Located in Staff Support Areas below |
| Training Sub-Total | 6,005 | 4,920 | - | |
| Circulation, Wall, and Mechanical Shaft Space | | 1,476 | - | |
| TRAINING TOTAL | | 6,396 | - | |
| M. HOLDING FACILITY | | | | |
| 1.0 Sally Port | 528 | 900 | 528 | (1) car sally port in drive through configuration |
| 2.0 Prisoner Search and Personal Effects Lockers | | 80 | - | Include sorting counters and double tiered lockers |
| 3.0 Vestibule Area | 116 | 50 | 116 | |
| 4.0 Processing Area | 397 | 500 | 397 | |
| 5.0 Uncuffing Area | | - | - | |
| 6.0 Fingerprint Area | | - | - | Included in Processing Area |
| 7.0 Suspect Photography | | - | - | Included in Live Scan below |
| 8.0 Sobriety Testing | 66 | 80 | 66 | Allow work area for (2) Breathalyzers |
| 9.0 Mass Arrest Cell with Mass Arrest Lobby | 114 | - | 114 | |
| 10.0 Interview Room (2) required | 154 | 200 | 154 | Hard interview room |

**Village of Mount Prospect
Police Department
Space Needs Program - Reduced**

FGM ARCHITECTS

October 10, 2017
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| Room/Area/Space | Sq. Ft. | | Notes |
|--|--------------|--------------|---|
| | Existing | Reduced | |
| 11.0 Booking Station | - | - | Included in Processing Area |
| 12.0 Live Scan Area | - | - | Included in Processing Area |
| 13.0 Toilet | 80 | - | Single user detention grade toilet |
| 14.0 Janitors Closet | 18 | 18 | Secure storage of cleaning supplies |
| 15.0 Jail Storage | 56 | 56 | |
| 16.0 Detention Rooms | 585 | 585 | (8) Cells total, including (2) Accessible Cells and (2) showers |
| 17.0 Shower | 48 | 48 | |
| 18.0 Attorney/Client Room | - | - | Utilize Line Up Room below |
| 19.0 Line Up Room | 139 | 139 | Line up and viewing area, provide access to Investigations |
| 20.0 Bond Out Vestibule | 140 | - | Bond out vestibule for release of detainees |
| Holding Facility Sub-Total | 2,221 | 2,221 | |
| Circulation, Wall, and Mechanical Shaft Space | 1,103 | 777 | |
| HOLDING FACILITY TOTAL | 4,253 | 2,998 | |
| | | | |
| | | | |
| N. STAFF SUPPORT AREAS | | | |
| 1.0 Lunchroom with Kitchennette | 103 | 670 | Break area with (4) tables of four |
| 2.0 Mailboxes | - | - | Located in Report Writing |
| 3.0 First Aid Room | 130 | 130 | |
| 4.0 Quartermaster & Honor Guard Storage | 100 | 100 | Uniform and equipment Storage |
| 5.0 Archive Storage | 200 | 200 | (39) large boxes, (65) regular boxes, (5) coolers |
| 6.0 Staff Toilets Allowance | 84 | 800 | Allowance for toilet rooms throughout the building |
| 7.0 Closet Allowance | 200 | 200 | Allowance for closets throughout the building |
| Staff Support Areas Sub-Total | 187 | 2,030 | |
| Circulation, Wall, and Mechanical Shaft Space | 805 | 711 | |
| STAFF SUPPORT AREAS TOTAL | 3,105 | 2,741 | |
| | | | |
| | | | |
| O. LOCKER/FITNESS AREAS | | | |
| 1.0 Male Locker Area | 972 | 2,300 | Provide (85) 24" wide lockers |
| 2.0 Swam Lockers | - | - | Located in Male Locker Area |
| 3.0 Command Lockers | - | - | Located in Male Locker Area |
| 4.0 Toilet/Sinks/Shower Areas | 420 | 420 | (3) toilets, (3), urinals, (4) lavs, (2) showers |
| 5.0 First Aid Room | - | - | Located in Staff Support Areas |
| 6.0 Female Locker Area | 313 | 600 | Provide (15) 30" wide lockers |
| 7.0 Swam Lockers | - | - | Located in Female Locker Area |

Village of Mount Prospect

Police Department

Space Needs Program - Reduced

FGM ARCHITECTS

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| Room/Area/Space | Existing | | Sq. Ft. | | Notes |
|--|----------|---------------|---------------|---------------|---|
| | Existing | 217 | Reduced | 217 | |
| 2.0 Mechanical Room(s) | 197 | 1,600 | 1,600 | 1,600 | HVAC, Plumbing and Fire Protection Equipment |
| 3.0 Electrical Room | 306 | 800 | 600 | 600 | |
| 4.0 Elevator | 144 | - | - | - | In circulation space allowance |
| 5.0 Elevator Machine Room | 361 | 80 | 80 | 80 | |
| 6.0 Telephone Service Room | | 30 | 30 | 30 | D-mark room |
| Mechanical and Electrical Spaces Sub-Total | 1,105 | 2,510 | 2,310 | 2,310 | |
| Circulation, Wall, and Mechanical Staff Space | | 753 | 693 | 693 | |
| MECHANICAL AND ELECTRICAL SPACES TOTAL | | 3,263 | 3,003 | 3,003 | |
| NET BUILDING AREA SUB-TOTAL | - | 78,123 | 62,720 | 62,720 | |
| Multi-Floor Factor | | 3,000 | 3,000 | 3,000 | Assume three floors at 1,000 sq.ft. per floor |
| TOTAL BUILDING AREA REQUIRED | | 81,123 | 65,720 | 65,720 | Reduced area required |
| S. OUTDOOR SPACES | | | | | |
| T. PARKING REQUIREMENTS | | | | | |
| 1.0 Police Department Vehicles | | | - | - | (55) spaces located in Vehicle Garage |
| 2.0 Staff Parking | | | 65 | 65 | Peak demand is at 3:00 pm shift change |
| 3.0 Seized Vehicles | | | 12 | 12 | Secure storage for (8-12) seized vehicles - can be remotely located |
| 4.0 Police Department Trailers | | | - | - | Located in Vehicle Garage |
| 5.0 Visitor Parking | | | 5 | 5 | |
| 6.0 Community and Training Room Parking | | | 50 | 50 | Parking for Community and Training functions |
| Total Public Parking Required | | | 132 | 132 | |
| U. MISCELLANEOUS OUTDOOR SPACES | | | | | |
| 1.0 Plaza Entrance | | | 1,000 | 1,000 | With seating |
| 2.0 Trash Enclosure | | | 200 | 200 | |
| 3.0 Generator Enclosure | | | 800 | 800 | Allow area 20'x40' |
| 4.0 Transformer Enclosure | | | 300 | 300 | |
| 5.0 Outdoor Staff Area | | | 500 | 500 | |
| 6.0 Storage Building | | | 100 | 100 | Grounds maintenance equipment and supplies |

| Village of Mount Prospect Police Department Space Needs Program - Reduced | | FGM ARCHITECTS | | October 10, 2017 FGM #: 16-2164.01 |
|---|----------|----------------|---------|---------------------------------------|
| Room/Area/Space | Existing | Sq. Ft. | Reduced | Notes |
| 7.0 Secure Evidence Remote Storage | | 217 | 150 | For secure storage of hazardous items |
| 8.0 Bike Storage | | | 200 | Covered storage area for bikes |
| | | | | |
| | | | | |
| | | | | |
| S:\Jobs_2016\16-2164-01\01\1.0 Project Management & Programming\1.2 Building Program\Mount Prospect Police Existing Bldg Program 2017-10-10 | | | | |

**SECTION 8
USE EXISTING BUILDING
FOR POLICE DEPARTMENT
BUDGET ATTACHMENT**

Following this page is the conceptual project budgets to remodel the existing Police and Fire Station for Police use only.

Conceptual Budget to Remodel Existing
Police and Fire Station to Police Station

Pages 1-2

**Village of Mount Prospect
Police Department**

FGM ARCHITECTS

October 10, 2017
FGM #: 16-2164.01

Conceptual Budget to Remodel Existing Police and Fire Station to Police Station

| Item | Quantity | Unit | Cost/Unit | | Construction Cost | | Remarks |
|---|----------|------|-----------|----------|----------------------|----------------------|--|
| | | | Low | High | Low | High | |
| A. REMODELING EXISTING BUILDING | | | | | | | |
| Construction | | | | | | | |
| Re-Build Parking Deck/Ramp | 17,574 | s.f. | \$ 120 | \$ 140 | \$ 2,108,880 | \$ 2,460,360 | Remove and replace existing parking deck |
| Lower Level Parking Remodeling | 18,713 | s.f. | \$ 45 | \$ 65 | \$ 842,085 | \$ 1,216,345 | New finishes, lighting, HVAC |
| Remodel Existing Office and Living Space | 39,321 | s.f. | \$ 230 | \$ 250 | \$ 9,043,830 | \$ 9,830,250 | Major remodeling of existing spaces |
| Convert Hose Tower and Apparatus Bay | 6,990 | s.f. | \$ 290 | \$ 310 | \$ 2,027,100 | \$ 2,166,900 | Convert for police use, fill in OH Doors, etc. |
| Remodel Sally Port and Lockup Areas | 3,090 | s.f. | \$ 55 | \$ 75 | \$ 169,950 | \$ 231,750 | Remodel booking area, new finishes |
| Sub-Total | | | | | \$ 14,191,845 | \$ 15,905,605 | |
| Phasing Costs | | | | | | | |
| General Conditions (8 months) | 8 | mo | \$35,000 | \$40,000 | \$ 280,000 | \$ 320,000 | Assume project will be built in 3 phases |
| Temporary Construction Costs | | | allow | allow | \$ 400,000 | \$ 500,000 | Estimated additional time required |
| Sub-Total Phasing Costs | | | | | \$ 680,000 | \$ 820,000 | For items required to keep building open |
| Sub-Total Construction Costs | | | | | \$ 14,871,845 | \$ 16,725,605 | |
| Escalation (\$.5% per annum for two years) | | | | | \$ 1,059,247 | \$ 1,191,281 | Assume construction start Spring 2019 |
| Total Police Station Construction Costs | | | | | \$ 15,931,092 | \$ 17,916,886 | |
| Design and Pricing Contingency (5%) | | | | | \$ 796,555 | \$ 895,844 | |
| Construction Contingency (5%) | | | | | \$ 796,555 | \$ 895,844 | |
| Total Police Station Construction Budget | | | | | \$ 17,524,201 | \$ 19,708,575 | |
| B. Allowances for Items to be Purchased by the Village | | | | | | | |
| Furniture and Equipment | | | | | \$ 600,000 | \$ 700,000 | Includes window treatments |
| Training Equipment | | | | | \$ - | \$ - | Provided by Owner |
| Computer Systems | | | | | \$ 100,000 | \$ 150,000 | |
| Wireless Network System | | | | | \$ 30,000 | \$ 40,000 | |
| Maintenance/Janitorial Equipment | | | | | \$ 6,000 | \$ 8,000 | |
| Telephone System | | | | | \$ 75,000 | \$ 90,000 | |

This study is to be utilized as a starting point and is intended to provide the Village with the necessary information to make an informed decision on which direction they should take to address the space needs issues of the Police and Fire Department.

Once the space needs are approved and the Village is ready to move forward, FGM Architects is prepared to assist the Village of Mount Prospect with the next steps.