

AVON TOWN HALL

Facility Assessment and Space Needs Analysis
July 12, 2015

Acknowledgements

Short Elliott Hendrickson, Inc. (SEH) wishes to express our gratitude to all at the Town of Avon, Avon Police Department, and all the enthusiastic staff who participated in the development of this Space Needs Analysis and Facility Assessment report.



Virginia Egger - Town Manager
Justin Hildreth - Town Engineer
Bob Ticer - Police Chief
Debbie Hoppe - Court Clerk / Town Clerk
Matt Pielsticker - Planning Manager
Scott Wright - Director of Finance



Team

Short Elliott Henderickson, Inc.
Jeffrey Pedersen
Architecture



JVA Consulting Engineers
Thomas Soell
Structural



Beaudin Ganze Consulting Engineers
Dan J. Koelliker
Mechanical, Electrical, & Plumbing

Executive Summary / Process	01
Space Needs Analysis	05
Facility Assessments	11
Introduction	13
Facility Assessment	14
Architectural and Structural	19
Mechanical Systems	33
Electrical Systems	41
Options	51
Option A1: Existing Building Remodel: Town Hall Only	55
Option A2: Existing Building Remodel & Expansion: Town Hall and Police	65
Option B1: Demolish Existing Building & New Construction: Town Hall Only	75
Option B2: Demolish Existing Building & New Construction: Town Hall & Police	83
Option C1: Skier Building Three-Story Tenant Fit Out: Town Hall Only	91
Option C2: New Site Two-Story Construction: Town Hall & Police	99
Appendix	107
Space Needs Analysis by Department	109
Office Standards	123

Executive Summary

In May 2015, The Town of Avon commissioned Short Elliot & Hendrickson, Inc. to develop a detailed space needs analysis for the Avon Town Hall and Avon Police and to conduct a facility assessment of the existing Town Hall building and site. We enlisted a highly interactive process for this project to streamline the project. In our initial orientation meeting, we discussed with Town of Avon officials and departmental leaders a timeline with milestones for on-site workshops, tours and interviews and for the deliverables.

These on-site meetings and observations gave the design team a clear insight into the daily operations and the working environment of the existing Town Hall and Police facility. Currently, all available departmental floor area is fully occupied. To accommodate any additional staff, one or more departments will need to move out of the building. The Town Hall operations projections will require additional staff in the next 5 to 10 years and the Avon Police projections indicate increased needs through 2035. To keep both the Town Hall and Police at this location and avoid further operational crowding and inefficiency will require adding new square footage to the building.

We walked the building with facilities personnel to observe and assess exterior and interior conditions. The building's support systems are nearing a decision point for investing in a complete MEP system overhaul. The overall exterior appears sound and weather tight with

the possible exception of the south skylight. The indoor environment compromises occupant comfort and accommodation. In many locations, access to daylight is insufficient and temperature control and air quality conditions are compromised. Broken window hardware and shades; aging mechanical, plumbing and electrical systems require occupants all too often to make-do. Staff have adapted to the building's spatial and indoor environment limitations that potentially negatively impact productivity.

Numerous locations throughout the existing facility are ADAAG non-compliant and in need of remodel to current ADAAG requirements. Based on the 2025-2035 space needs analysis, a major remodel based on current code upgrades will be required to accommodate future departmental needs.

To achieve the Town of Avon's future departmental growth needs the Town of Avon stakeholders and design team determined six planning options for three sites, including the existing Town Hall site, Fire Station site and the Skier Building. We developed site and departmental plan diagrams to evaluate each option. Three options include only the Town Hall and three other include the Town Hall with the Police.

The cost budget model for each option is developed appropriate to a programming level of detail. Each site option is accompanied by a

descriptive narrative for the assumed building systems and at a similar level of construction detail to the existing Town Hall and Police Station. We consider a variety of cost variables to develop the models including historic costs, contractor input and RS Means cost data to then base our assumptions and once again are appropriate for a municipal town hall building in the Avon mountain area environment. To achieve a higher level of cost accuracy would require a conceptual development for each option.

Option	Cost Estimate
A1: Existing Building Remodel: Town Hall Only	\$4,483,293.38
A2: Existing Building Remodel & Expansion: Town Hall & Police	\$7,581,235.19
B1: Demolish Existing Building & New Construction: Town Hall Only	\$5,827,602.84
B2: Demolish Existing Building & New Construction: Town Hall & Police	\$10,114,164.97
C1: Skier Building Three-Story Tenant Fit Out: Town Hall Only	\$3,091,172.79
C2: New Site Two-Story Construction: Town Hall & Police	\$9,820,757.61

Operational and maintenance costs are a consideration in the assessment of the existing Town Hall. The existing building dating back to circa 1980 code requirements performs at lower energy and water utilization rates than current codes. The existing shell and envelope is based on lower insulation and air infiltration standards that are inefficient by 50% or more than current energy codes will allow. In addition, the allowable energy usage was much higher in the 1980's than current energy code requirements. By comparing current energy code requirements, the energy and water resource utilization of the existing HVAC, plumbing, electrical and lighting systems on the whole would be as much as 50% higher than the required systems for a new or remodeled Town Hall building. Maintenance costs in the existing building would also likely be higher than a new or remodeled building. Maintaining the existing building shell and infrastructure requires annual expenditures to repair or replace failing systems. These repair and system replacement costs typically maintain the existing building envelope, infrastructure and operations and do not improve building performance to that of new construction. In the first year of new construction there may be minor costs for system adjustment and correction that would largely be covered as warranty items. Maintaining the existing Town Hall to its original capabilities will not reduce the annual operation costs and further increased maintenance costs are likely.

Space Needs Analysis

Information Gathering

The Town of Avon provided the design team with record drawings of the existing town hall along with staffing data and a current departmental organizational chart, reflecting the Town of Avon organizational structure and identification of the departments. We generated floor plan diagrams of the existing building to better determine a building-wide departmental reorganization. In addition, we received plan markups of the current office arrangements indicating personnel and existing areas. The SEH Team utilized this information to generate the space needs program and spatial diagrams.

Staff Questionnaire

We developed for departmental leaders an easy-to-use digital PDF form questionnaire that included voting buttons and comments to encourage space needs input. We distributed the questionnaire in advance to the Town to allow department leaders ample time to complete. The questionnaire serves two important objectives. It documents important information formulated directly by the facility users and, most important, it begins the formal process during which the users begin to think critically about their current facility and what an appropriate facility should be to best serve the needs of the public and the department.

Collection of Staff Questionnaires / Draft Program Template

Prior to the first workshop, the Town leadership collected and returned the completed questionnaires. The questionnaire responses provided useful information to incorporate into the initial draft program template that would be used the first workshop space needs interviews. We also used the questionnaires to help organize the agenda for the initial kick-off meeting and departmental interviews.

Kick Off Meeting / Project Stakeholders Workshop 1 & Interviews

We conducted the initial workshop in Avon with the Town Manager and departmental leaders in a convenient meeting location to each department. Prior to the interviews with department leaders, the Town Manager met with SEH to preface space criteria goals and standards that should be considered and discussed with each department leader. The intended outcome for the workshop was to come away with vetted information to incorporate afterwards into a first round draft program that more closely defined space needs.

On-Site Interviews

The SEH Team and Town Manager met one-on-one with the department leaders to gain a detailed understanding of departmental operations and anticipated spatial requirements

for the space needs analysis. On-site interviews with the questionnaire respondents are necessary to “read between the lines and fill in the gaps” of the respondents’ observations. In a day of interviews we actively recorded in real time the detailed needs for each space and assisted each department leader in achieving a clearer understanding of office standards and how the facility must function. These highly productive interviews accomplished a great sense of leadership engagement toward meeting the future needs for a new facility.

Workshop 2

As a response to the on-site interviews, SEH prepared the first draft program. We identified items that required further clarification by a second round of interviews to confirm or adjust staffing and the space standard requirements. This prepared draft served as the basis for the half-day follow up Workshop 2 in Avon. The interview sessions followed a similar format to the first workshop with the added goal to reduce the overall square footage and further consolidating space needs through shared space and defined adjacencies. The final outcome tabulated in a space needs program determined appropriate for the Town of Avon.

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

SUMMARY		Current 2015			Programmed 2025 (2035 @ Police)			
Code	Department	Staff	SubTotal NSF	TOTAL NSF	Staff	SubTotal NSF	Total NSF	TOTAL
Administration								
1.1	Staff	5	1,027		8	1,039		
1.2	Support	-	1,728		-	1,650		
	Departmental Total	5	2,755	3,582	8	2,689	3,496	
Community Development								
2.1	Operations	8	1,076		10	782		
2.2	Support	-	793		-	620		
	Departmental Total	8	1,869	2,430	10	1,402	1,823	
Finance								
3.1	Staff	10	1,154		12	1,233		
3.2	Support	-	818		-	1,420		
	Departmental Total	10	1,972	2,564	12	2,653	3,449	
Engineering								
4.1	Staff	2	332		2	288		
4.2	Support	-	-		-	100		
	Departmental Total	2	332	432	2	388	504	
Police								
5.1	Transportation	-	442		-	500		
5.2	Prisoner Intake / Holding	-	388		-	510		
5.5	Support	2	1,692		3	3,100		
5.6	Officer Areas	18	1,161		25	2,820		
	Departmental Total	20	3,683	4,788	28	6,930	9,009	
Building Support								
6.1	Ancillary Functions	-	198		-	1,050		
6.2	Building Operations	-	-		-	600		
	Departmental Total	0	198	257	0	1,650	2,145	
Total Staff		45			60			
Total Net Square Footage			10,809	14,052		15,712	20,426	
Building Grossing Square Feet BGSF							120%	24,511

Building gross square footage multiplier (BGSF) includes: exterior envelope and structure, inter-departmental circulation, egress stairs, elevators, electrical rooms,

Space code designations: WS (workstation) CWS (counter workstation) PO (private office) ER (enclosed room) OA (open area) SA (secure outdoor)

Introduction

The Town Hall and Avon Police building located at 1 Lake Street, Avon, CO is a three-story facility which houses town administration and a multi-use boardroom/courtroom on the first level, departmental offices on the second floor, and the police department including detention holding cells in a walkout basement level. The original building constructed in 1981, is currently being evaluated for the possibility of renovation and/or replacement to support the expanding town and police space needs. The Town of Avon is further considering locating the Avon police in a separate facility.

This report addresses the following components:

1. Assessment of existing site conditions and new construction opportunities;
2. Assessment of building structure, exterior wall systems, roof, interior construction, and finishes.
3. Assessment of existing building mechanical, electrical, and plumbing (MEP) systems and fire alarm and fire protection systems.
4. Assessment for building renovation and addition.





Existing Facility

The existing facility was originally constructed in 1981. From the original construction plans, the total building gross area is approximately:

Basement Level	4,705 SF
First Floor	5,873 SF
Second Floor	2,957 SF
Total	13,535 SF

An entrance remodel was done in 1998. The remodel included various site improvements including the addition of ADA compliant ramps to access the building entrance from the parking lot.

A new one-story 1,765 SF Engineering wing was added in 2007 to the Northwest corner of the existing building.

Combined Total Area: 15,300 SF

There was a significant lobby remodel in 2009, when the lobby area was turned into office and support spaces. The two-story atrium lobby space with skylight was closed off at the first floor ceiling level with acoustical ceiling grid system with R-19 vinyl batt insulation.

There have been many minor and cosmetic internal renovations, and remodels since the original 1981 construction that might not have been well documented.

Existing Site Conditions

The building is freestanding with public entrances on the east and west of the first floor and south side of the basement level. The entrances are accessed either by concrete staircases or ramps from parking areas. Landscaping consists of trees and shrubs in mulched planting beds along the building and in parking islands as well as turf in other areas.



Existing Shell and Structure

The building structure is primarily a combination of stem wall with spread footing for the perimeter of the building, and steel columns with spread footing for the interior columns. Floors and roofs are supported by steel beams and joists.

The exterior wall assembly are either wood bevel siding on felt on sheathed 6" metal studs with double R-19 insulation and 5/8" gypsum board or exterior insulation and finish system on 6" metal studs with double R-19 insulation and 5/8" gypsum board. In the basement area where the wall borders directly with earth, the wall is 9" concrete with 1-1/2" rigid insulation on 2-1/2" metal studs finished with 5/8" gypsum board. The existing insulation contains asbestos.

Exterior windows are aluminum clad wood frame with double pane tinted glazing. They have no thermal break. Some of the windows have spandrel panels instead of vision glazing. The sill of the windows is aluminum matching the color and the finish of the aluminum clad wood frame.

The roof is metal roof panels resembling wood shakes over the existing wood shingles on 2 layers of felt on 5/8" plywood. The insulation for the roof is R-19 batt insulation and is located between the roof rafters. The existing insulation contains asbestos.

On the new 2009 engineering wing addition, the

foundation is stem wall and continuous spread footing with crawl space. The roofs and floor are supported by wood trusses and joists.

Existing Interior

Interior walls are primarily constructed of 3-5/8" metal studs with 5/8" gypsum board each side. The ceiling are either 5/8" gypsum board on 7/8" hat channel in the main area, or 2x2 acoustical tile grid system in most of the officers or tongue and groove wood ceiling in the main corridor of the first floor. The ceiling height varies but is typically 9'-0". Interior walls are painted with vinyl base. Doors are stained wood in hollow metal frames.

The building is served by one elevator and one exit stair. Restrooms are only located on the first floor. The men's restroom has one lavatory, two urinals and one water closet. The women's restroom has two lavatories, and three water closets. The new engineering wing has one ADA compliant restroom for private use. The restrooms have tile floors and partially tiled walls.

Facility Assessment

The existing Avon Town Hall facility is out of date with current codes, including ADA accessibility requirements with non-conforming existing conditions that would require extensive remodel to the majority of building shell and floor areas. The ADA deficiencies include inadequate spaces with non-compliant ADA door and turning

area clearances, non-compliant handrails, and non-compliant restrooms, shower and locker facilities. Also currently there is not an accessible access to the basement level, because the elevator only serves the First and Second floors of the building. A completely new building designed to meet current codes on the same site, or a newly constructed building on a new site, in order to address every issue will be required. The square footage of the current space is inadequate to meet the current and future demands of the Police Department and the Municipal Courts, especially when accounting for the additional space needed to comply with code requirements.

In addition to code issues, there are many operational issues that would require total upgrades of systems throughout the building, including HVAC systems, acoustical partitioning, and energy upgrades, to name a few. The atrium area is noted as having skylight leakage into the ceiling of employee offices. The HVAC system is over 30 years old and in need of complete replacement. The systems require continuous maintenance to keep them running. Many employees noted that their spaces often seem to be too hot or too cold. Exacerbating the issue, the thermostats adjacent to their workplaces do not seem to adequately control the temperature zone in the space they work in.

Day lighting is an important and valuable asset to employees and since the building is partially underground, there is very little daylight available to staff office areas. It is

important to have direct access to natural daylight. Daylight has been shown to reduce absenteeism, increase productivity, and result in better overall health. Although it has not been made mandatory by current codes in the United States, many European countries have adopted codes requiring workers to be within 27 feet of a window. Daylight is also an important component in green buildings.

International Building Code issues include inaccessible spaces, inadequately sized means of egress, failure to meet life/safety fire codes for an institutional occupancy, and failure to meet energy code requirements.

The spaces provided by the police and courts are not accessible per the code requirements in ANSI Standards 117.1, 304, 404.2.3.2, 604.8, 606.6, and 608, nor per the ADA Standards for Accessible Design which have many of the same requirements. ADA is a federal law, while ANSI refers to code requirements. Numerous ADA/ANSI Standard Code violations have been noted throughout the building. These include inadequate space requirements, door clearances, turn-around spaces, restroom, shower, and locker room facilities, and countertop heights.

ADA Standards are important to comply with, since as a public space, the Town could be exposed to potential lawsuits by citizens who are not properly accommodated. It is important to meet the needs of all - both for visitors and for employees - and to meet this federal law. Not meeting these requirements may create

liability issues for the City.

An institutional occupancy (which includes the holding cells) is required by code to be fully sprinklered. This is a major life safety issue as a person held in these cells would not have the ability to exit the space on their own. Again, this may result in increased liability for the department.

In order to meet current energy codes, lighting systems would need to be upgraded. Exterior walls would need to have continuous insulation added to them. Windows and doors would have to be replaced with energy efficient double pane options.

At a minimum, to satisfy building upgrade requirements and meet the future space needs, a major building remodel will be required to address the sheer number and extent of issues in the existing shell and interior spaces. As well, we recommend full replacement of all MEP systems and components to meet the programming needs of the departments.

It is likely more cost prohibitive to correct all the deficiencies than to build a new facility. A new facility may be more desirable to bring the facility up to a safe and accessible space for employee users and for the public.

Architectural and Structural

Existing Atrium/Skylight

The overall building structure is performing well and is in good condition. One area that has been identified as a maintenance issue is the sloped glazing that is regularly leaking. The existing skylight opening is approximately 20' x 6'-6" and the opening is framed out with edge steel beams. If the skylight is to be eliminated in the future, the roof can be infilled with light steel framing and 1-1/2" steel roof deck.

Future Horizontal Expansion

Future expansion to the side of the original structure and 2007 addition can be accomplished with similar structural systems using either light steel post and beam construction or conventional light wood framing.

The expansion will bear on conventional shallow footing foundations that will connect to the existing foundations to minimize differential settlement. Given the existing basement construction, new foundations shall bear such that they do not surcharge the existing perimeter concrete basement walls. Care should also be taken to avoid bearing on existing fill, hence some foundations adjacent to the existing buildings may be deeper than the four foot frost requirement.

One should also note that the 2007 addition is a single story building, so any new construction nearby that is greater in height could create a

potential snow drift condition that may require bolstering of the existing light 2x roof truss construction. Similarly, there is the potential for snow drift on the original single story building which may place constraints on future horizontal expansion unless funds are set aside to strengthen the existing roof structure.

Future Vertical Expansion of the 2007 Addition

The 2007 Engineering Department Addition was designed under the 2003 IBC as a single story light, wood framed building over a crawlspace. The roof is framed with typical gable 2x trusses @ 2'-0" spanning 30' that were designed for a 75 psf snow load. A central beam line is introduced into the floor with 11-7/8" TJs spanning 15' and the floor is designed for a 50 psf live load.

In JVA's review of the 2007 construction documents, it does not appear the building was designed for future vertical expansion. Interior footings are designed for the intended floor load while exterior footings appear to be unusually wide for the single story construction. It's possible the perimeter foundations are adequate to support additional load, but the interior footings would require bolstering if a second story was added. In addition, the following items should be considered for possible vertical expansion:

- Wall systems may require strengthening, particularly at jambs.
- Headers over existing openings would need

to be strengthened.

- Existing nailing and sheathing for the exterior walls may not be adequate for overall lateral stability. Additional sheathing and heavier nailing will most likely be required.
- Foundations may require strengthening, particularly at existing conditions.

Vertical expansion will require removal of the roof trusses and operations within the building will not be feasible. As stated before regarding possible horizontal expansion, increased story height may create snow drift conditions with the existing adjacencies that warrant additional structural work.

Visual Assessment Procedure

This assessment is based on visual inspections made during JVA's visit to the existing building on May 27, 2015. The structural construction documents for the building's original construction and the subsequent additions were provided prior to the site visit. The building is currently occupied and many of the structural elements are covered by interior non-structural finishes.

While the existing conditions described below were reviewed, not every condition or element was or could be observed during the visit. No destructive testing procedures nor removal of material samples for subsequent testing were conducted. Secured finishes were not removed as part of the assessment. Any distress, displacements, cracking, etc. that was observed

in the visible structural and non-structural elements indicates how the overall structural system has responded to site conditions and to internal and externally applied loadings conditions. A lack of significant visible distress, displacements, cracking, etc. in these elements indicates that the structure is performing adequately.

Description of Building

The building's original structural construction documents provided were dated June 1980 with subsequent additions dated March 1998, April 2007, and May 2009. The building was designed to serve as a Municipal Complex for the city of Avon.

Main Building

The main building is a three story structure consisting of a partial basement, an at-grade main level, and a second level. The building is founded on isolated spread footings below columns and continuous footings below the interior and exterior structural walls. The basement level floor is a 5" concrete slab-on-grade. The main level and the second level are framed with a 3 1/2" structural slab on metal deck supported by steel beams and bar joist. The roof construction is metal deck on steel beams and bar joists. The lateral system consists of four cross-braced frames. Typical exterior walls are light gage metal studs.

Building Additions

In 1998 the entry on the east side of the building had an ADA accessible ramp and new entry stairs added.

The 2007 addition consisted of a a story addition on the west side of the original structure. The structure is founded on isolated spread footings below columns and continuous footing below the interior and exterior structural walls. The building is framed with TJI floor joist above a crawl space, 2x6 exterior stud walls, and prefabricated wood roof trusses. The lateral system consist of exterior plywood sheathing at the perimeter of the building.

In 2009, the lobby was remodeled without modification to the structural elements.

Building Condition

No significant cracking or distress was observed in the visible interior and exterior portions of perimeter/exterior concrete foundation walls, nor did the interior slab-on-grade show any signs of movement. Interior drywall had no significant signs of cracking or building movement. Where visible, the floor and roof structure showed no significant signs of distress, irregularity, or excessive member deflections.

The building maintenance crew noted that the atrium windows leak, and that some flashing needed to be repaired at various locations. In addition, the exterior efis and wood siding show

signs of aging and had been patched in a few locations. The suspended ceiling in the atrium is sagging.

A safe and a movable filing system were added in the southwest corner of the 1980's construction. The documents provided do not indicate this was part of the original construction or in the additions noted above.

Conclusions and Recommendations

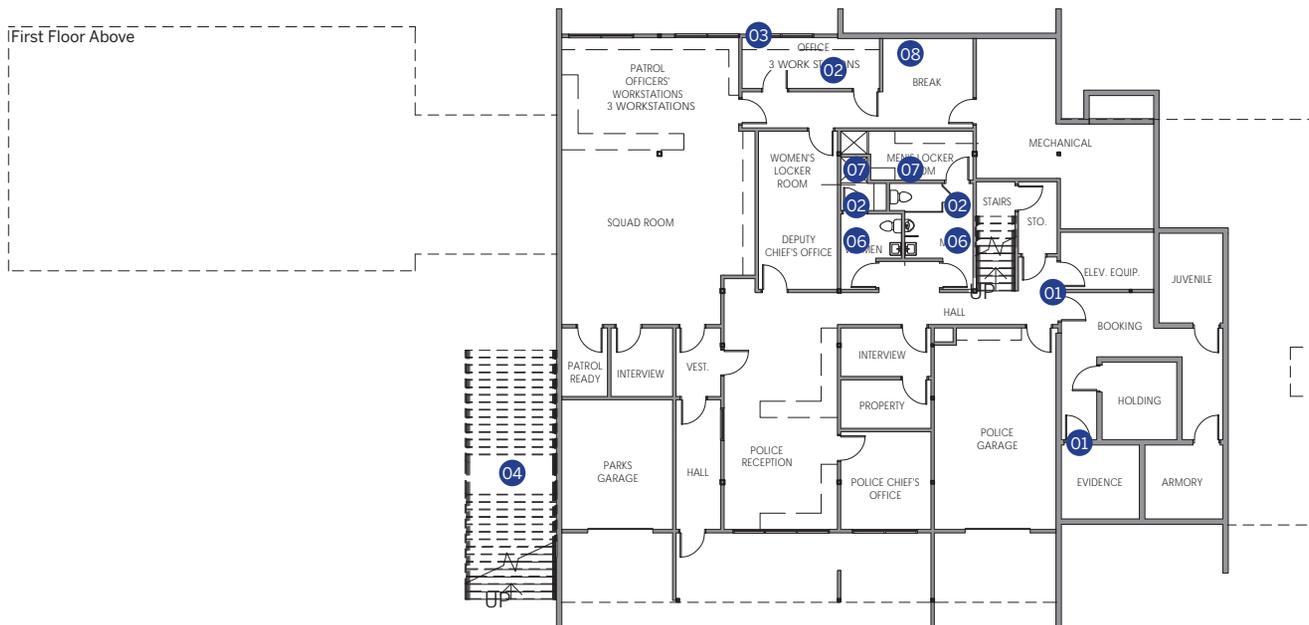
The structural condition of the building is in 'good' to 'very good' condition and the building appears to be performing in an acceptable manner. The visible structural elements appear to be functioning properly and do not show signs of significant distress or deterioration.

The leaks and the exterior finishes should be repaired as required to maintain water proofing. It appears that the ceiling in the atrium area was installed with slack in the suspension rod system. In order to cosmetically improve the ceiling, it is recommended to adjust the tension rods as required to level the ceiling tiles.

Other modifications to and reinforcement of existing structural elements will only be required in response to changes introduced to the building's configuration or supported mechanical equipment based on the future program needs of the building.

Legend

- 01 Non-accessible door - Inadequate ADA clearances per ANSI 117.1, 404.2.3.2
- 02 Non-accessible space - Inadequate turn around space per ANSI 117.1, 304
- 03 Typical - Inadequate quality daylight and view. The majority of windows are undersized and above head level. Latching hardware broken on numerous windows and prevent proper shutting. Integral blinds are inoperable between panes of glass
- 04 Non-compliant handrails:
 1. Inadequate handrail top and bottom extension per International Building Code
 2. Non-compliant gripping surface per ANSI 117.1, 505.6
- 05 Non-compliant egress door - Egress door is to swing in the direction of egress travel
- 06 Non-compliant restroom:
 1. Non-accessible stall - inadequate ADA clearance per ANSI 117.1, 604.8
 2. Exposed piping - Water supply and drainpipes under lavatories shall be insulated or otherwise configured to protect against contact per ANSI 117.1, 606.6
 3. Various non-compliant mounting height requirements for fixtures and accessories
- 07 Non-accessible shower and locker room:
 1. Non-accessible shower compartment provided - Inadequate clearances and lack of grab bars per ANSI 117.1, 608
 2. Non-accessible locker space - Inadequate turn around space per ANSI 117.1, 304
 3. Accessible locker bench is not provided and lack of aisle space for adequate accessible bench
- 08 Non-accessible counter height
- 09 Inadequate sound enclosure. Space gets very noisy from events on first floor
- 10 Leaks and water damages were observed on the ceiling from the skylight above to the office below
- 11 Typical - Non-compliant exterior sheathing, insulation, and vapor barrier to meet current code

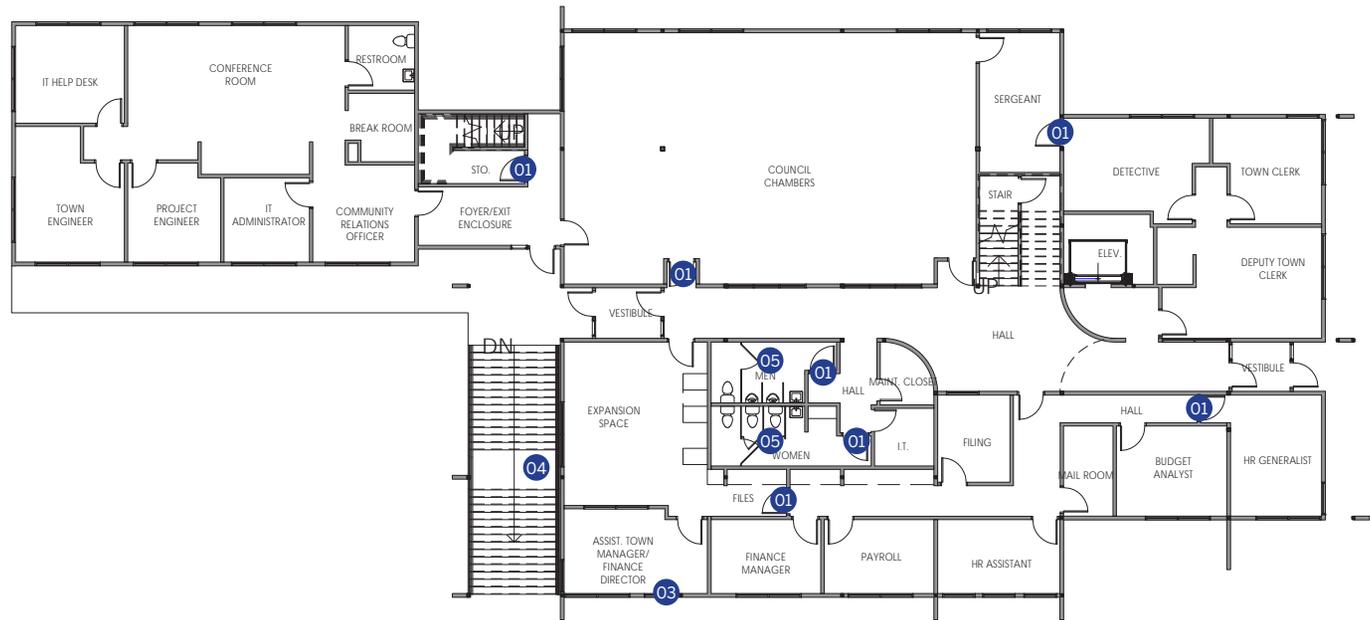


Basement Floor Plan



Legend

- 01 Non-accessible door - Inadequate ADA clearances per ANSI 117.1, 404.2.3.2
- 02 Non-accessible space - Inadequate turn around space per ANSI 117.1, 304
- 03 Typical - Inadequate quality daylight and view. The majority of windows are undersized and above head level. Latching hardware broken on numerous windows and prevent proper shutting. Integral blinds are inoperable between panes of glass
- 04 Non-compliant handrails:
 1. Inadequate handrail top and bottom extension per International Building Code
 2. Non-compliant gripping surface per ANSI 117.1, 505.6
- 05 Non-compliant restroom:
 1. Non-accessible stall - inadequate ADA clearance per ANSI 117.1, 604.8
 2. Exposed piping - Water supply and drainpipes under lavatories shall be insulated or otherwise configured to protect against contact per ANSI 117.1, 606.6
 3. Various non-compliant mounting height requirements for fixtures and accessories
- 06 Non-accessible shower and locker room:
 1. Non-accessible shower compartment provided - Inadequate clearances and lack of grab bars per ANSI 117.1, 608
 2. Non-accessible locker space - Inadequate turn around space per ANSI 117.1, 304
 3. Accessible locker bench is not provided and lack of aisle space for adequate accessible bench
- 08 Non-accessible counter height
- 09 Inadequate sound enclosure. Space gets very noisy from events on first floor
- 10 Leaks and water damages were observed on the ceiling from the skylight above to the office below
- 11 Typical - Non-compliant exterior sheathing, insulation, and vapor barrier to meet current code

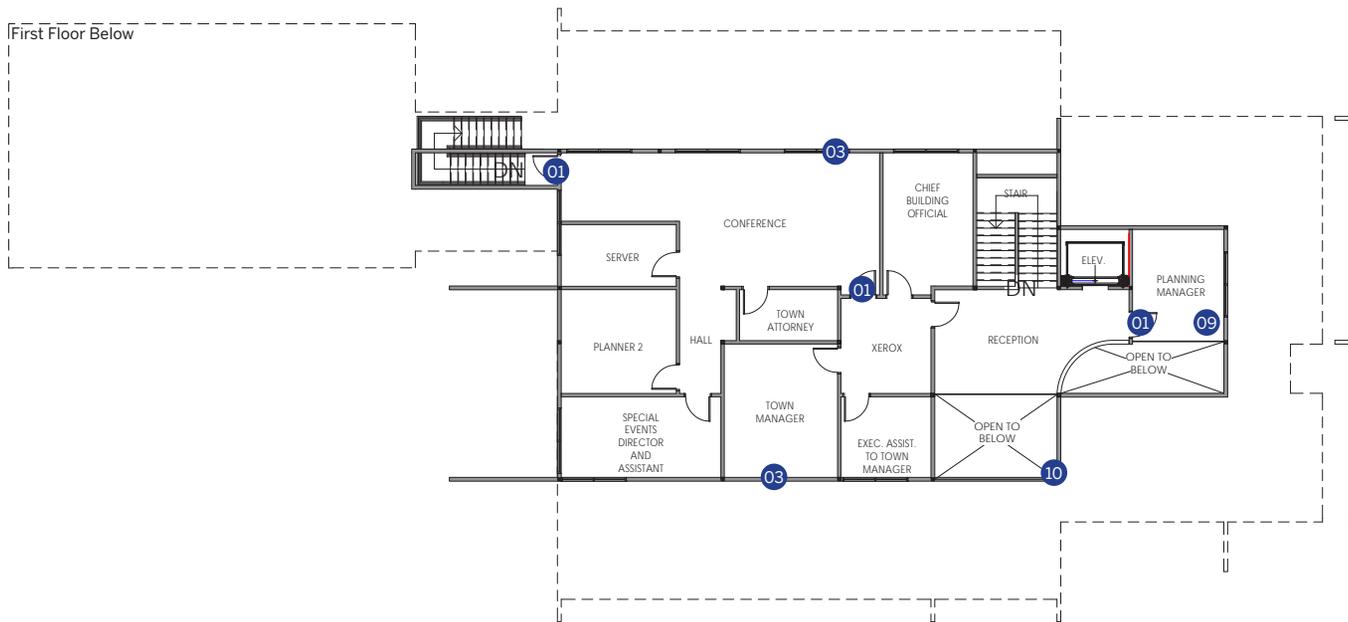


First Floor Plan



Legend

- 01 Non-accessible door - Inadequate ADA clearances per ANSI 117.1, 404.2.3.2
- 02 Non-accessible space - Inadequate turn around space per ANSI 117.1, 304
- 03 Typical - Inadequate quality daylight and view. The majority of windows are undersized and above head level. Latching hardware broken on numerous windows and prevent proper shutting. Integral blinds are inoperable between panes of glass
- 04 Non-compliant handrails - Inadequate handrail top and bottom extension per International Building Code
- 05 Non-compliant egress door - Egress door is to swing in the direction of egress travel
- 06 Non-compliant restroom:
 1. Non-accessible stall - inadequate ADA clearance per ANSI 117.1, 604.8
 2. Exposed piping - Water supply and drainpipes under lavatories shall be insulated or otherwise configured to protect against contact per ANSI 117.1, 606.6
 3. Various non-compliant mounting height requirements for fixtures and accessories
- 07 Non-accessible shower and locker room:
 1. Non-accessible shower compartment provided - Inadequate clearances and lack of grab bars per ANSI 117.1, 608
 2. Non-accessible locker space - Inadequate turn around space per ANSI 117.1, 304
 3. Accessible locker bench is not provided and lack of aisle space for adequate accessible bench
- 08 Non-accessible counter height
- 09 Inadequate sound enclosure. Space gets very noisy from events on first floor
- 10 Leaks and water damages were observed on the ceiling from the skylight above to the office below. Remove and replace skylight window with new construction
- 11 Typical - Non-compliant exterior sheathing, insulation, and vapor barrier to meet current code



Second Floor Plan





Police Sallyport - Inadequate security, police sallyport also being used as storage and exercise room. Items potentially can be used against police officers during prisoner transport.



Non-accessible shower and locker room:

1. Non-accessible locker space - Inadequate turn around space per ANSI 117.1, 304
2. Accessible locker bench is not provided and lack of aisle space for adequate accessible bench



Non-accessible counter height



Inadequate roof drainage, roof drain is being directed back into a planter because of drainage problem on site



Non-compliant handrails - Inadequate handrail top and bottom extension per International Building Code



Light bollards - inadequate structure, bollards are completely detached from sidewalk.



Damage to exterior stucco finishes around building entrance



Non-compliant handrails:
1. Inadequate handrail top and bottom extension per International Building Code
2. Non-compliant gripping surface per ANSI 117.1, 505.6



Leaks and water damages were observed from the skylight above to the office below



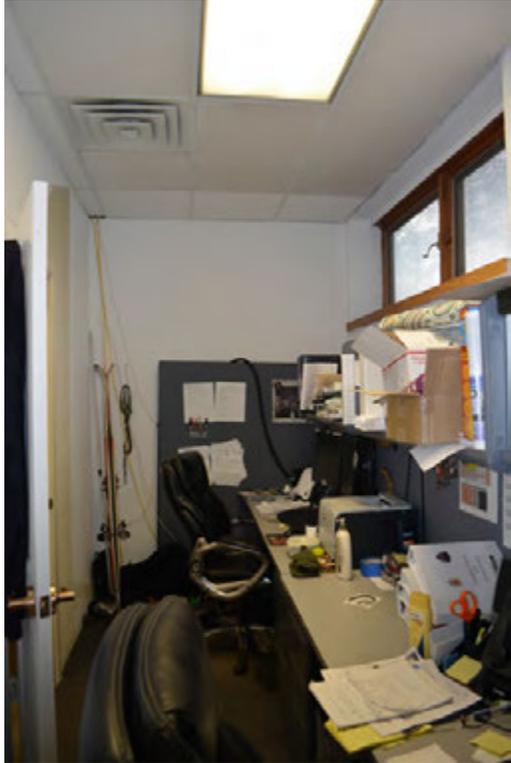
Inadequate quality daylight and view. Windows are undersized and above head level



Exposed piping - Water supply and drainpipes under laboratories shall be insulated or otherwise configured to protect against contact per ANSI 117.1, 606.6



Inadequate quality daylight and view. Windows are undersized and above head level



Non-accessible space - Inadequate turn around space per ANSI 117.1, 304

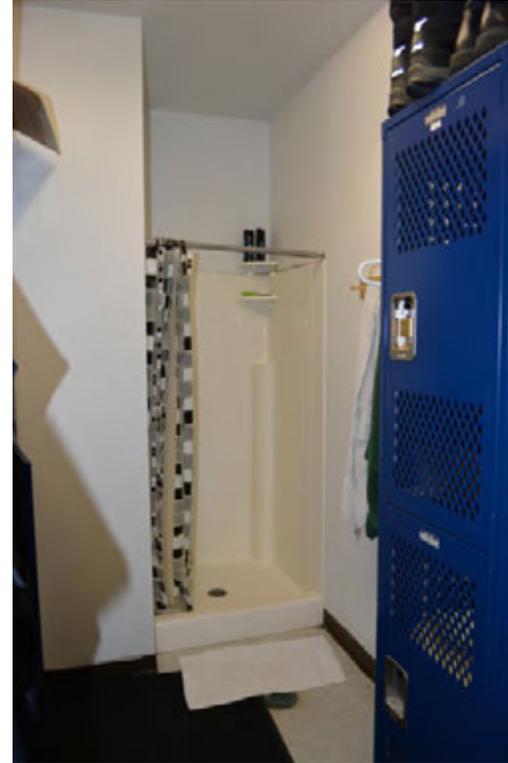
Inadequate quality daylight and view. Windows are undersized and above head level



Non-accessible door - Inadequate ADA clearances per ANSI 117.1, 404.2.3.2



Non-accessible stall - Inadequate ADA clearances per ANSI 117.1, 604.8



Non-accessible shower compartment provided - Inadequate clearances and lack of grab bars per ANSI 117.1, 608



Damage on Exterior insulation and finishing system (EIFS)



Repairs have been performed on some areas where the damage on Exterior insulation and finishing system (EIFS) was observed. Non-compliant color/finish was used as shown on picture.



- Ceiling grid rods was installed with slacks
- Southeast corner of atrium skylight leaks and causes damage on the ceiling below.

Mechanical Systems

Existing Mechanical Systems Assessment

The mechanical systems in this facility were originally designed in the mid 1990's for the Town Hall operation and function. Since then, the facility has changed the function of some areas and added to the building size to meet their needed operations. The mechanical systems have been modified from the original design to meet the new demands of the facility without increasing the capacity of the main equipment. Additional fan coil units have been installed in the original building in order to condition some of the office spaces. The new addition has stand-alone mechanical systems which increases the energy consumption of the facility.

Occupants in the facility have tried to change the temperatures in offices by covering air devices with cardboard and adding home-made deflectors to change the airflow. The mechanical system cannot maintain steady temperatures throughout the building.

The mechanical systems were reported by staff as ineffective for some spaces, having broken valves, lacking isolation valves for maintenance and repair, no heat provided for the make-up air, and the facility is difficult to heat in the winter. BGCE observed missing insulation in the mechanical room, damaged insulation on the exterior chilled water piping, minor leaks in the mechanical room, improper pipe supports without insulation, damaged ductwork, improper duct hangars and insulation, damaged

fin-tube radiators, and overall lack of control.

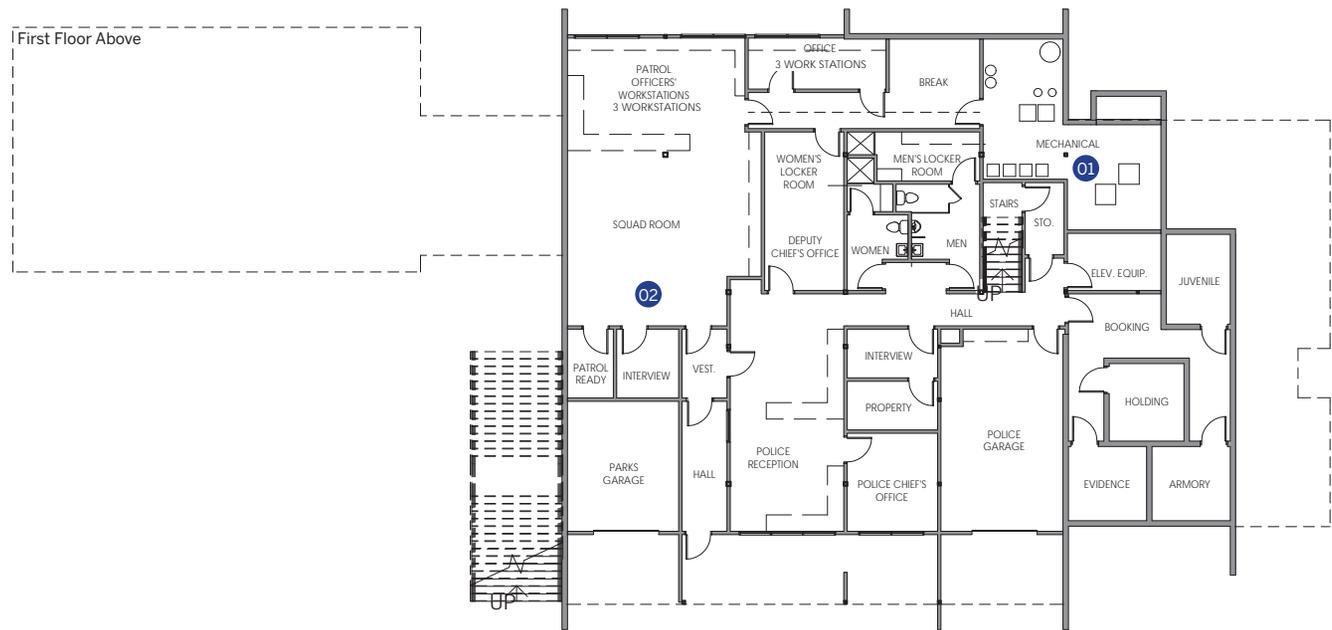
The main equipment is not in poor condition however, the changes made during the renovations have created variable conditions which eliminated the setpoints for the equipment to operate with. The added capacities and demands have resulted in undersized and underperforming systems.

Recommendations:

Based on the described findings it is our recommendation the mechanical systems shall be replaced to meet the function and operation of the facility. The new systems shall meet the current codes and meet the requirements of the total building while providing flexibility for future changes. Control of the new systems shall be an integral part of the design and programming of the new facility. The mechanical systems shall be designed around each scenario described in the architectural section to include the new envelope renovations, occupancy, function, and operational schedule.

Legend

- 01 Mechanical room containing potable hot water heater, two heating hot water pumps, glycol storage, four variable frequency drives, two boilers, and two fans.
 1. Potable hot water heater- 82 gallons, manufactured in 2004, 80% efficient
 2. Heating hot water pumps- missing tag, older pumps, leaks
 3. Boilers- manufactured in 2006 outside the U.S., 85% efficient
 4. Fans- manufactured by Barry Blower
- 02 Supplemental unit for the squad room.

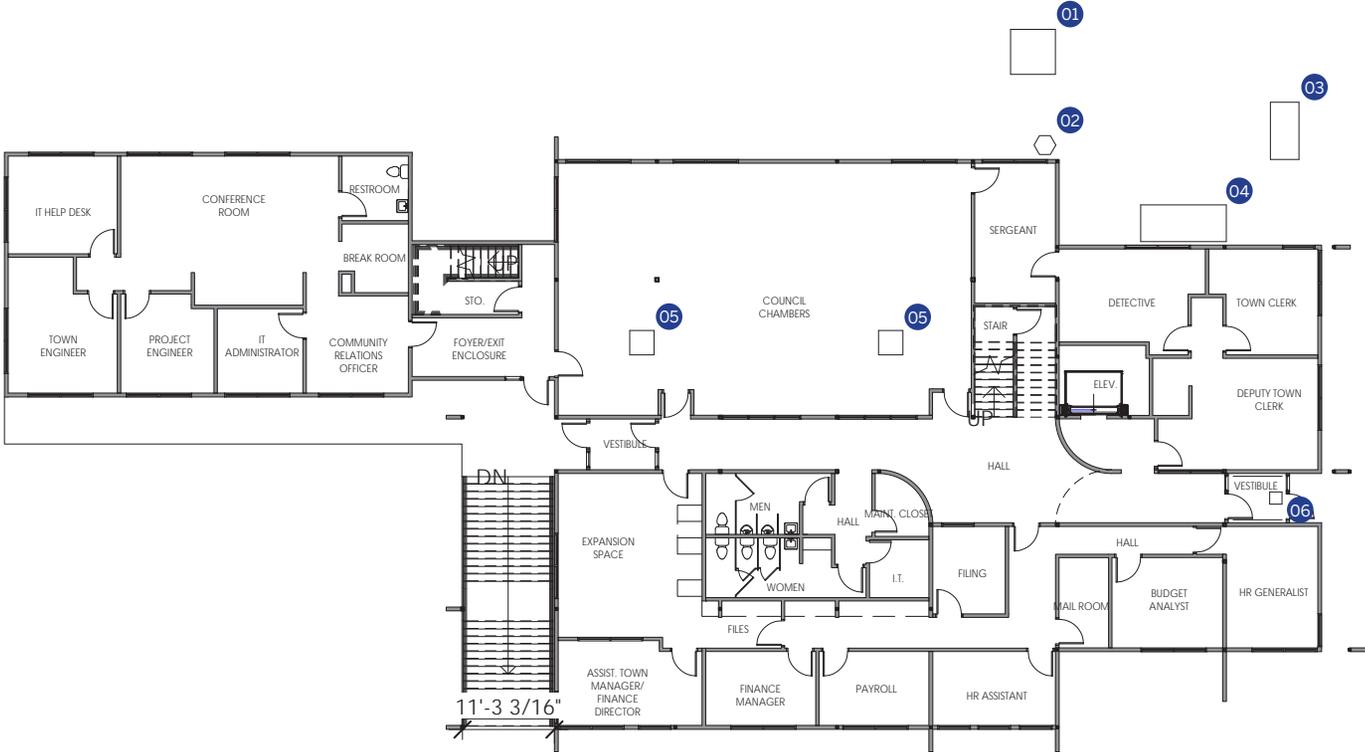


Basement Floor Plan



Legend

- 01 Air cooled chiller- Trane, manufactured in 1995.
- 02 Natural gas service into the building with regulator.
- 03 Lochinvar boiler for snowmelt system.
- 04 Snowmelt pumps and valves.
- 05 Fan Coil units for zoning. Multiple units throughout the building.
- 06 Fin tube heat at the floor.

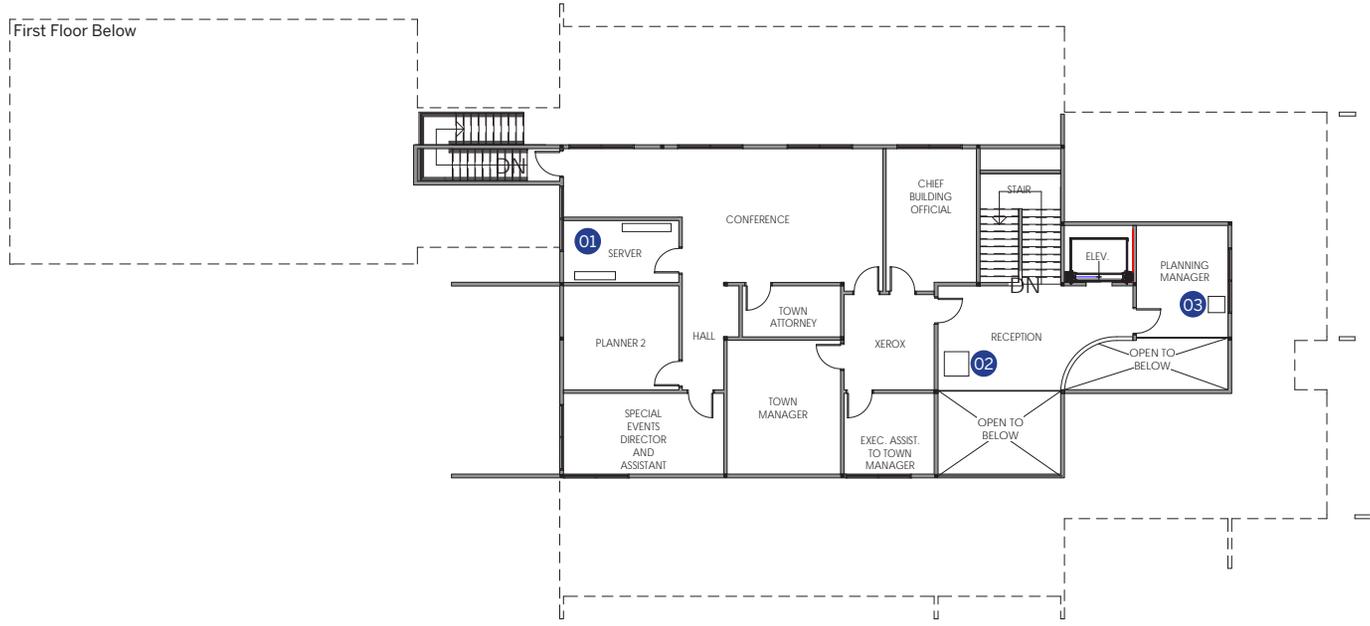


First Floor Plan



Legend

- 01 Stand-alone wall-mounted split-system air conditioning.
- 02 Fan Coil unit.
- 03 Window unit.



Second Floor Plan





Homemade deflector for comfort



Homemade deflector for comfort



Added unit for comfort



Added capacity to the main equipment

Electrical Systems

Existing Electrical Systems Assessment

General Electrical Distribution System Assessment

There are currently several services attached to the building exterior for various building electrical needs and for Nottingham Park loads. The following list identifies these services:

- Building Main Service
- Nottingham Park Restroom Service
- Band Power/Nottingham Park Special Event Power
- Special Event Power
- Chiller Power

The age and condition of the equipment varies as much of the equipment was replaced or added since the buildings original construction. The typical standard for useful life expectancy for electrical distribution equipment is 25-30 years, most of the equipment has either exceeded or is approaching that benchmark. Also, there are multiple manufacturers of the electrical distribution equipment.

The service grounding system is a concern, although the exact grounding bonding methods of the various services could not be directly observed, we anticipate that there are code violations and possible safety hazards that may need to be addressed.

The Available Short Circuit ratings of equipment is not listed on equipment, this is a code violation under current codes. With

the piecemeal additions and replacements of electrical distribution equipment and as well as the various manufacturers of the equipment, this is also of concern.

Recommendations:

Based on the above described findings it is our recommendation the electrical distribution system be replaced in its entirety, for any future remodel options. It is also our recommendation that the multiple services feeding the building be consolidated into a single service. We recommend that the special event power needs for the park be reevaluated, in light of the new performance stage construction and a separate service be provided to consolidate the Nottingham Park electrical needs.

Lighting Systems Assessment

The observed lighting systems are dated and need to be upgraded. The lighting controls consist of mostly standard switching with some occupancy sensors. Many of the fixtures are of poor condition and are discontinued products, thus obtaining replacement parts would be difficult if not impossible. The existing lighting control systems will not meet the current Energy Codes (IECC).

Recommendations:

With new, more energy efficient lighting system options now available (LED and Fluorescent). We recommend that all lighting fixtures and controls be replaced in their entirety.

Fire Alarm System Assessment

The observed fire alarm system only appears to be present in the engineering, west addition. From our observation we do not think that the existing fire alarm system meets current codes and AHJ requirements.

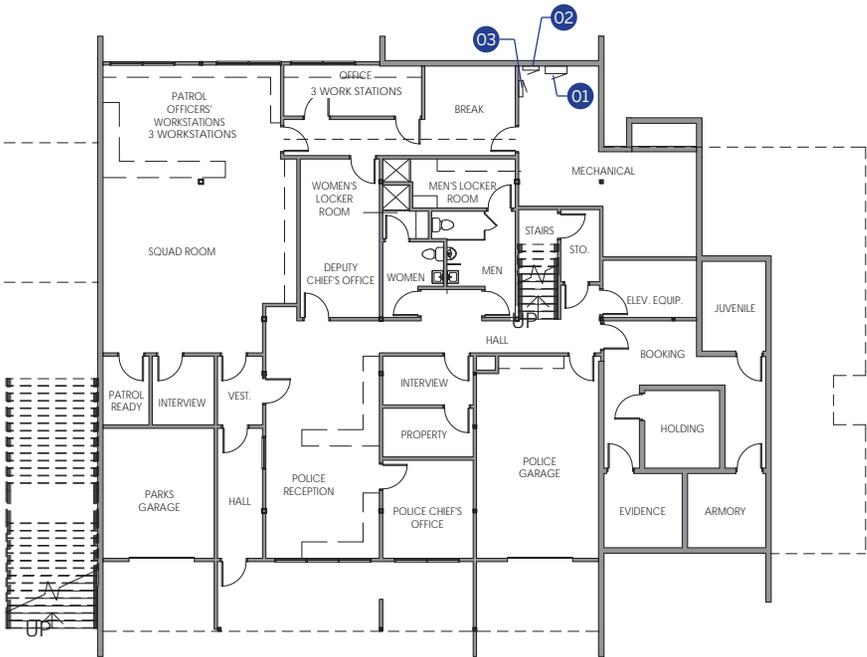
Recommendations:

We recommend that a new addressable fire alarm system that meets current codes and AHJ requirements be provided for the entire building.

Legend

- 01 Main Distribution Panel; 600 A, 208 volt, 3-phase. Good condition – Recommend replacement
- 02 Panel 'LP1' – 225 amp, 208 volt, 3-phase. Fair condition – Recommend replacement – Fed from 'MDP' with 100 amp feed.
- 03 Panel 'LP4' – 100 amp, 208 volt, 3-phase. Fair condition – Recommend replacement – Fed from 'MDP' with 100 amp feed.

First Floor Above

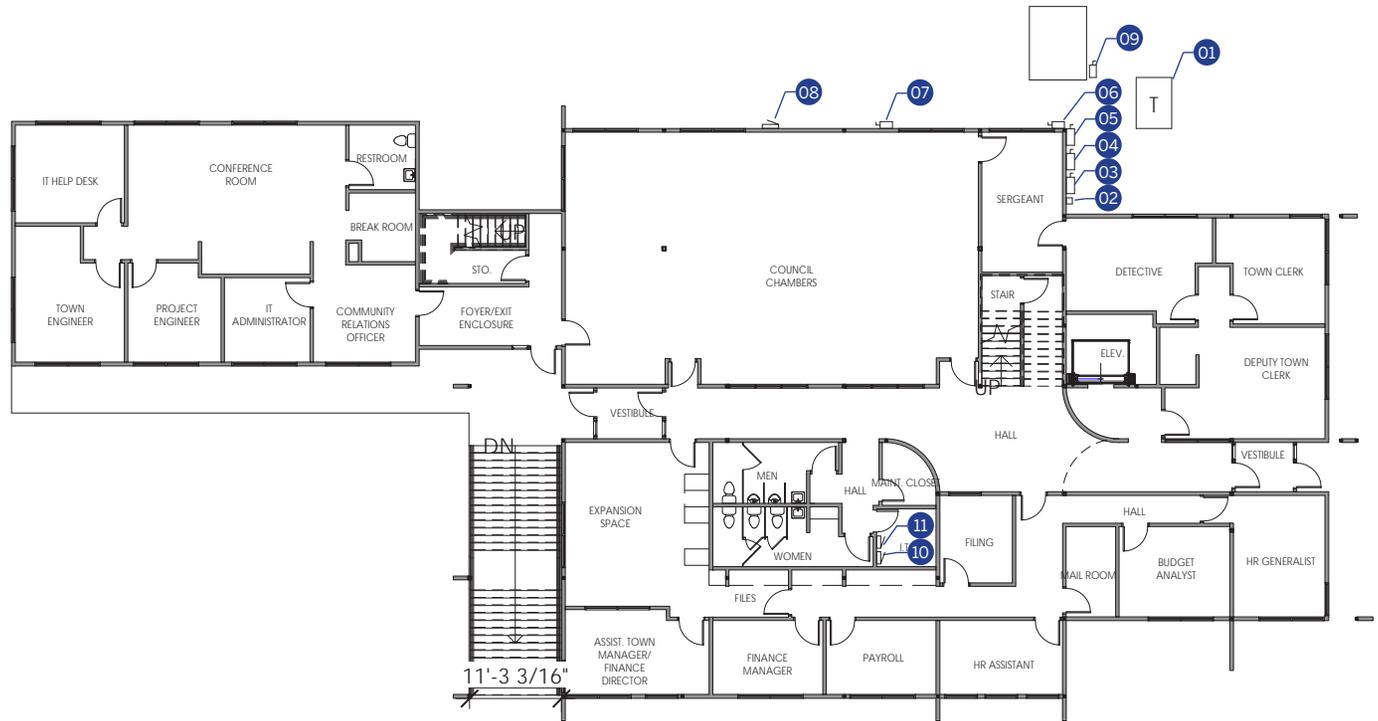


Basement Floor Plan



Legend

- 01 Existing Electrical Utility Transformer; 208 volt, 3-phase secondary, Holy Cross Energy transformer #268 P2
- 02 Utility Meter: Holy Cross Energy meter #82 245 142
- 03 Nottingham Park Restroom Main Disconnect: 400 amp, 208 volt, 3-phase with 300 amp, 250 amp, and a 225 amp fuse. Poor condition -Recommend replacement – Fed from utility transformer.
- 04 Main Municipal Building Disconnect: 800 amp, 208 volt, 3-phase with 600 amp fuses. Poor condition / past useful life expectancy - Recommend replacement – Fed from utility transformer – Feeds Main Distribution Panel 'MDP'
- 05 Band Power Disconnect: 400 amp, 3-phase with 200 amp fuses. Poor condition -Recommend replacement – Fed from utility transformer.
- 06 West Addition Disconnect: 200 amp, 3-phase. Fair Condition – Recommend replacement – Fed from 'MDP' with 100 amp feed.
- 07 Park Special Event Power Disconnect: 100 amp, 3-phase, Poor condition – Fed from 'MDP' – Feeds panel 'D1'
- 08 Panel 'D1': 100 amp, 208 volt, 1-phase, Branch circuit panel for Nottingham Park Special Events – Poor Condition – Recommend replacement.
- 09 Chiller Disconnect: 400 amp, 3-phase Poor condition -Recommend replacement – Fed from utility transformer.
- 10 Panel 'LP2': 225 amp, 208 volt, 3-phase, Fair condition - Fed from 'MDP' with 200 amp feed.
- 11 Panel 'LP2A': 100 amp, 208 volt, 3-phase, Fair condition - Fed from panel 'L2' with 100 amp feed.

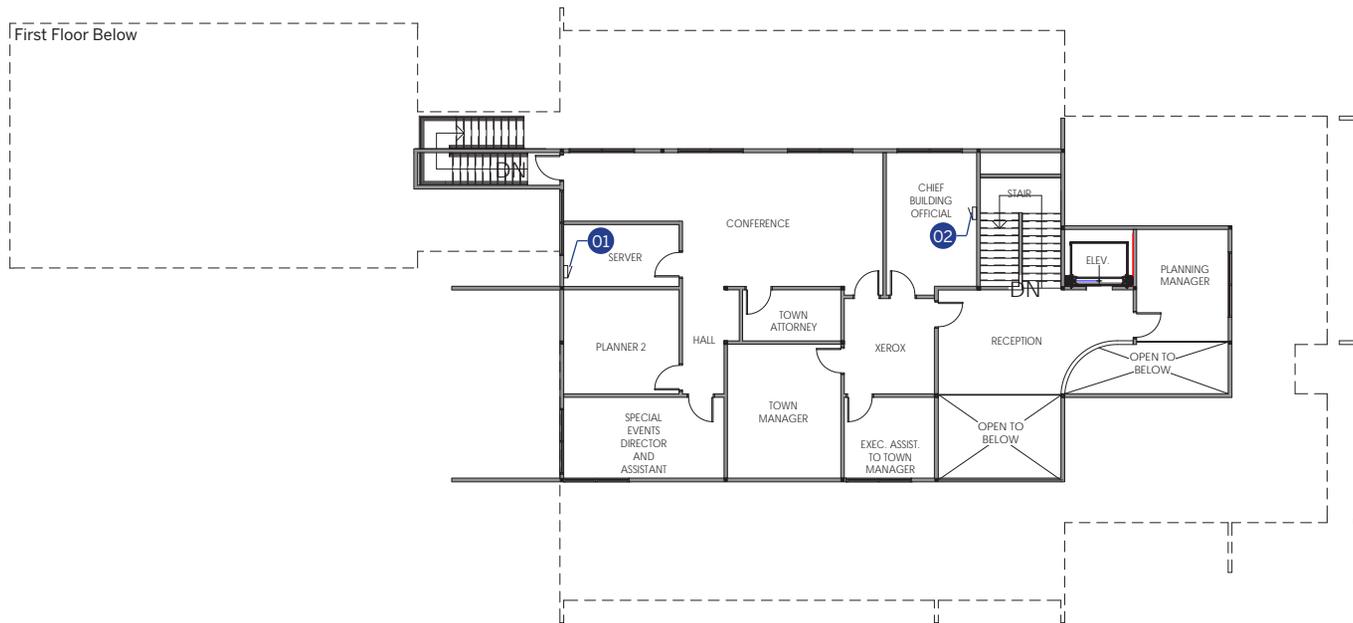


First Floor Plan



Legend

- 01 Panel 'LP5': Current rating not indicated (Assume 200 amp), 208 volt, 3-phase, Fair condition - Recommend replacement - Fed from 'MDP' with 150 amp feed.
- 02 Panel 'LP3': 100 amp, 208 volt, 3-phase, Fair condition - Recommend replacement - Fed from 'MDP' with 100 amp feed.



Second Floor Plan





Multiple aging electrical services / disconnects at building exterior

Arrangement Options

The Town of Avon stakeholders and design team determined six planning options for three sites, including the existing Town Hall site, Fire Station site and the Skier Building. We developed site, departmental plan diagrams and opinion of probable cost to evaluate each option. The summary of the six options is provided below.

Option	Cost Estimate
A1: Existing Building Remodel: Town Hall Only	\$4,483,293.38
A2: Existing Building Remodel & Expansion: Town Hall & Police	\$7,581,235.19
B1: Demolish Existing Building & New Construction: Town Hall Only	\$5,827,602.84
B2: Demolish Existing Building & New Construction: Town Hall & Police	\$10,114,164.97
C1: Skier Building Three-Story Tenant Fit Out: Town Hall Only	\$3,091,172.79
C2: New Site Two-Story Construction: Town Hall & Police	\$9,820,757.61

The renovation of the existing building in option A1 and A2 would focus on solving the issues of ADA and code noncompliance,

substandard energy efficiency, outdated floor layout, inefficiency of space usage, and the general qualities of the space. The building would retain its three levels (basement, first, and second floors) and structure, but its building envelope would likely be replaced with an updated, more energy efficient shell.

The demolition of the existing Town Hall in option B1 and B2 would allow a new building to be constructed on the same site. It is assumed that the new building would be of similar construction techniques to the existing Town Hall, with only two levels (first and second floors), metal framing, and wood bevel siding.

Moving into the existing Skier building in option C1 will require minimal upgrades to the site, and the existing space will need to be upgraded to meet all the current energy and life safety codes to accommodate the new tenant arrangements on all three floors.

Moving to a new site and demolishing the existing fire station in option C2 would allow the construction of a new Town Hall. It is assumed that the new building would be of similar construction techniques to the existing Town Hall, with only two levels (first and second floors), metal framing, and wood bevel siding.

The cost of staff relocation is considered for all options. Partial staff relocation is not a feasible option for Option A1 and A2, because of the

asbestos remediation effort. Two sequential staff relocations will need to be performed for option A1, A2, B1 and B2: a first time while the existing town hall building is being renovated, or demolished, and a second time when the renovation or construction is completed and ready to be occupied. For option C1 and C2, the staff relocation will only need to be performed once.

The cost estimate for option A1, A2, B1, and B2 includes a commercial building survey for asbestos remediation, but it doesn't include the actual asbestos remediation cost. The cost for the remediation itself can only be determined after the survey is performed, and can add a significant cost to the overall project cost.

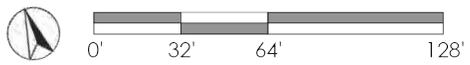
A₁

Existing Building Remodel: Town Hall Only

Remodel the existing building to accommodate Town Hall departments and their future space needs. The Avon Police Department in this option is relocated to another site.



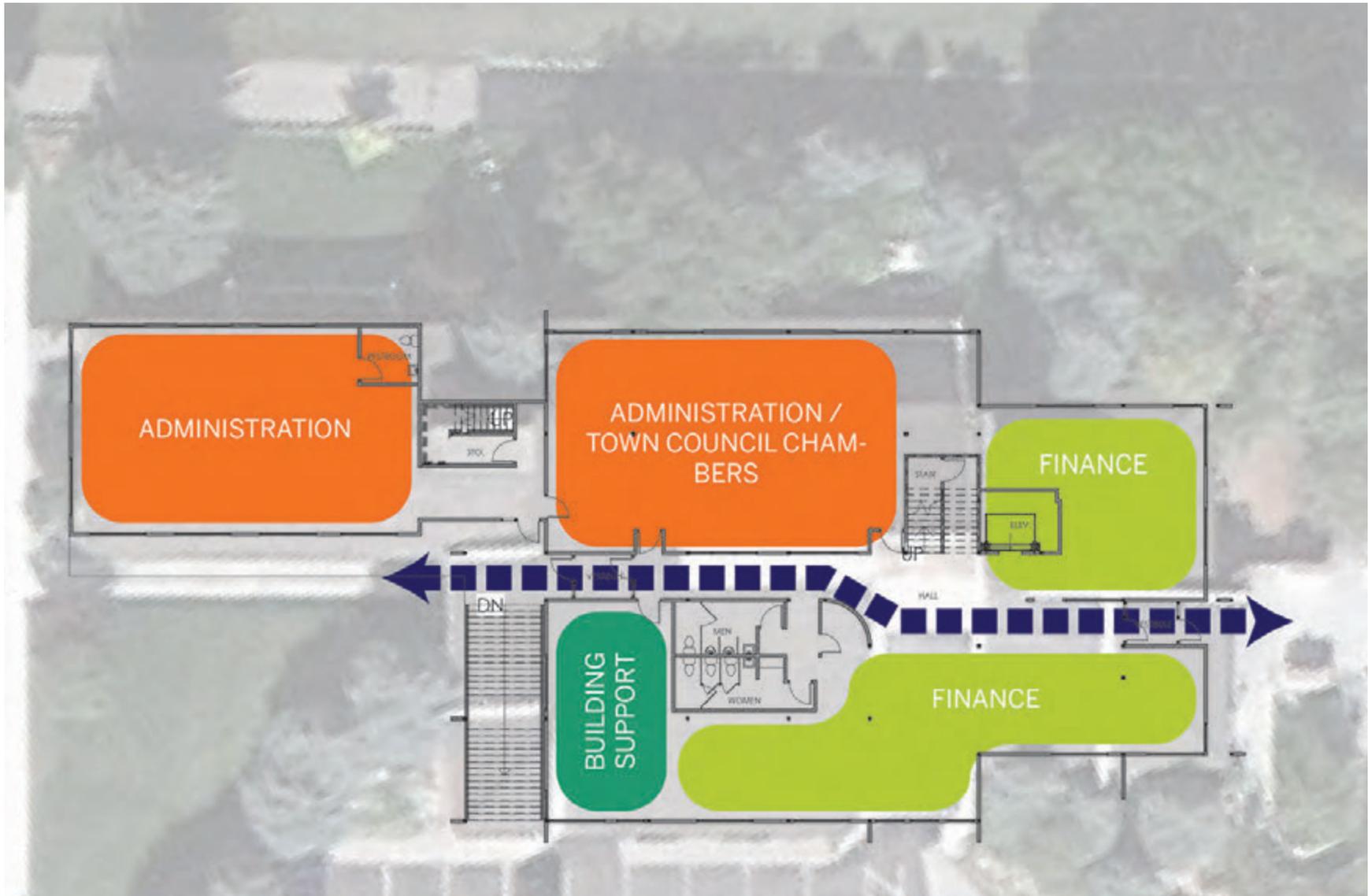
A1 | Site Plan





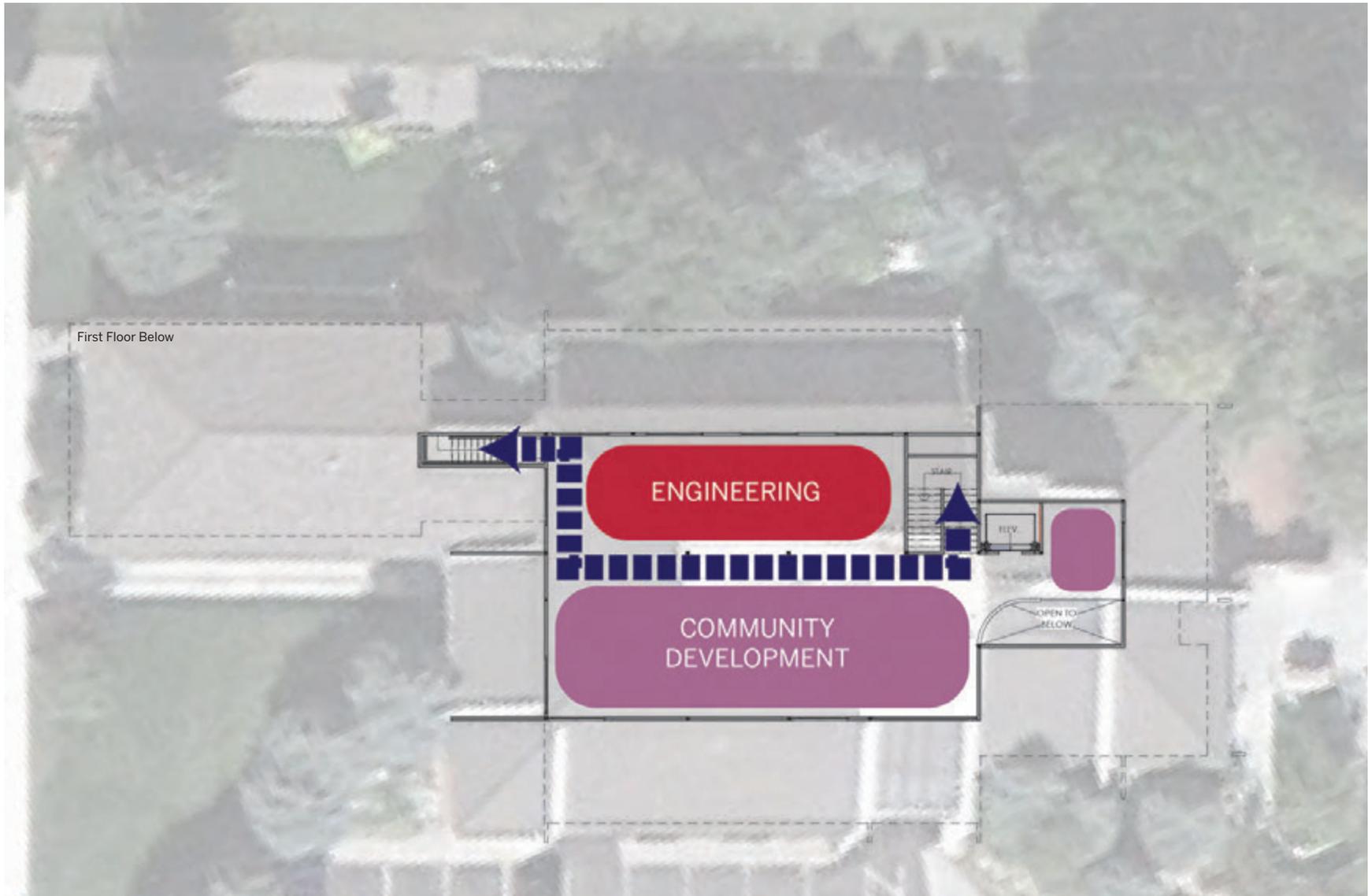
A1 | Basement





A1 | First Floor





A1 | Second Floor



A1 | Cost Budget Analysis

Site Description

The existing site requires minimal change to accommodate this remodel for Town Hall departments. The existing south side parking and garage entrance areas can be refurbished with added landscaping. The existing police vehicle sally port aprons, garage and the basement town storage presumably are adaptively reused. The north side berm can be removed with new landscaping to accommodate larger windows for the adjacent offices. The east entry plaza and patio areas and west landscape can also be refurbished and repaired as needed.

Architectural

The existing building requires extensive exterior and interior remodel to meet current energy and life safety codes. The structural systems remain unchanged with the exception of a new roof and second floor infill in place of the existing atrium skylight. The exterior envelope upgrades include cladding removal and replacement with enhanced insulation and air and vapor barrier systems. Reframe window openings and replace all existing windows and shades with larger insulated windows and shades. Demolish interior partitions, flooring and ceilings on all floors, except basement holding cells to reconfigure into new office arrangements. Vertical circulation locations will remain. A replacement elevator will access all floors and the stairs upgraded to meet current codes. All existing MEP systems are replaced

with new equipment and a new fire sprinkler system added throughout the building.

Mechanical

Provide an estimated 50 tons of cooling and 450 MBH of heating to condition the space. The snowmelt system shall remain to treat the existing access and walkways. Zone control within the building shall be limited to 3 offices per controller with corner offices and spaces used intermittently throughout the day on independent controllers. All air systems shall be controlled through variable frequency drives in order to meet the actual demand. All hydronic systems shall have multiple pumps and be controlled through variable frequency drives in order to meet the actual demand. Multiple pieces of equipment shall be provided for a level of redundancy.

Electrical

Electrical Distribution – It is estimated that a 1200 amp, 208 volt, 3-phase service will be required to serve the 15,300 square foot renovated facility. The main service disconnect will be required on the building's exterior located near the existing service equipment and utility transformer. The Main Distribution Panel (MDP) will be located at the basement level in a main electrical room. The estimated size of this room is 5'x8'. The main electrical room will also contain branch circuit panels for the general area. Several other branch circuit panels shall

be located in other locations within the building to reduce costs of branch circuit wiring lengths and provide accessibility to the various building occupant organizations. Dedicated branch circuit panels shall be provided for:

- Communications systems (IT) for each department/entity
- Second level
- Finance and Administration

All equipment shall be bonded to a code compliant service grounding system. All panel boards and overcurrent protection devices shall be rated for the calculated available short circuit.

Lighting – An energy efficient lighting system with a focus on construction costs, operational and maintenance costs. The system will consist of LED and fluorescent lighting fixtures. The lighting design shall provide light levels as recommended by the Illumination Engineering Standards (IES) recommendation and light power density which complies with the latest International Energy Conservation Code (IECC). Lighting design will be developed around the architectural and interior design aspects and details. Egress illumination level for exit stairs shall be 10 foot candle average maintained and all other egress illumination levels shall be 1 footcandle average maintained. All exit and egress lighting shall have integral battery backup. Lighting control system shall consist of switching and occupancy sensors, with dimming where appropriate. The lighting control system

shall be designed to be compliant with the current IECC.

Fire Alarm – A new addressable fire alarm system shall be provided to meet the minimum requirements of NFPA 72 (Fire Alarm Code), NFPA 101 (Life Safety Code), and Local Jurisdiction Amendments and requirements.

OPTION A1

A	Demolition	Units	Cost Per Unit	Sub-Total
	Exterior			
	Demolition - Building Skin	10,140 SF	\$ 1.59	\$ 16,082.04
	10% Openings (Windows)	1,014 SF	\$ 1.32	\$ 1,336.05
	Skylight	200 SF	\$ 27.45	\$ 5,490.00
	Roofing	9,706 SF	\$ 8.36	\$ 81,142.16
	Interior			
	Demolition	15,300 SF	\$ 13.60	\$ 208,125.90
	Asbestos Remediation Commercial Building Survey	1 EA	\$ 5,000.00	\$ 5,000.00
	Staff Relocation			
	Move out	15,300 SF	\$ 2.00	\$ 30,600.00
	Move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	15,300 SF	\$ 24.73	\$ 378,376.15
B	Exterior Improvements	Units	Cost Per Unit	Sub-Total
	Exterior Cladding			
	Insulation (Roof)	9,706 SF	\$ 2.78	\$ 26,982.68
	Metal Roofing	9,706 SF	\$ 11.10	\$ 107,736.60
	Insulation (Walls)	10,140 SF	\$ 2.78	\$ 28,205.42
	Cladding (Walls)	10,140 SF	\$ 6.08	\$ 61,606.58
	30% Openings (Windows)	3,042 SF	\$ 32.33	\$ 98,347.86
	Sub-Total	15,300 SF	\$ 21.10	\$ 322,879.15
C	Interior Improvements	Units	Cost Per Unit	Sub-Total
	Basement			
	Community, Park & Festival Uses and Storage	3,883 SF	\$ 150.98	\$ 586,235.93
	First Floor			
	Administration (incl. Court & Council Chambers)	3,496 SF	\$ 158.60	\$ 554,465.60
	Finance	3,449 SF	\$ 150.98	\$ 520,712.78
	Building Support	2,145 SF	\$ 150.98	\$ 323,841.38
	Second Floor			
	Community Development	1,823 SF	\$ 150.98	\$ 275,227.43
	Engineering	504 SF	\$ 150.98	\$ 76,091.40
	Roof & Floor Infill	200 SF	\$ 244.00	\$ 48,800.00
	Sub-Total	15,500 SF	\$ 153.90	\$ 2,385,374.50
D	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Lot Rehab	30,000 SF	\$ 0.69	\$ 20,700.00
	Site Regrading	7,000 SF	\$ 2.31	\$ 16,140.60
	Landscaping	7,000 SF	\$ 1.67	\$ 11,699.80
	Sub-Total	15,300 SF	\$ 3.17	\$ 48,540.40
			Subtotal Estimated Construction Cost	\$ 3,135,170.19
E	General Contractor General Conditions		5%	\$ 156,758.51
			Total Estimated Construction Cost	\$ 3,291,928.70
F	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 470,275.53
	Permitting & Inspection		3%	\$ 94,055.11
	Architect/Engineering Fees Including Entitlements		10%	\$ 313,517.02
	Construction Contingency		10%	\$ 313,517.02
	Sub-Total	12,000 SF	\$ 99.28	\$ 1,191,364.67
	ESTIMATED CONSTRUCTION & SOFT COST TOTAL	15,500 SF	\$ 289.24	\$ 4,483,293.38

OPTION A1 - Continued

G	FF&E	Units	Cost Per Unit	Sub-Total
				Furniture Systems
	Court & Council Chambers	1 EA	\$ 100,000.00	\$ 100,000.00
	Offices	12 EA	\$ 2,250.00	\$ 27,000.00
	Workstations	16 EA	\$ 1,900.00	\$ 30,400.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	2 EA	\$ 2,500.00	\$ 5,000.00
	Break-Out Furniture	1 EA	\$ 1,500.00	\$ 1,500.00
	Televisions/Display	7 EA	\$ 500.00	\$ 3,500.00
	Appliances			
	Refrigerator	1 EA	\$ 1,500.00	\$ 1,500.00
	Dishwasher	1 EA	\$ 400.00	\$ 400.00
	Microwave	3 EA	\$ 200.00	\$ 600.00
	Cabling/Low Voltage Wiring/IT	15,500 SF	\$ 2.50	\$ 38,750.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	15,500 SF	\$ 13.71	\$ 212,450.00
FINAL PROJECT TOTAL		15,500 SF	\$ 313.06	\$ 4,852,501.89

Notes: Cost estimates are based on a) SEH historical construction data b) RS Means Square Foot & Facilities Construction 2015 cost data c) recent local contractor input. Costs assume 2016 construction bidding with 5% escalation.

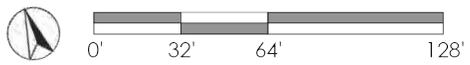
A2

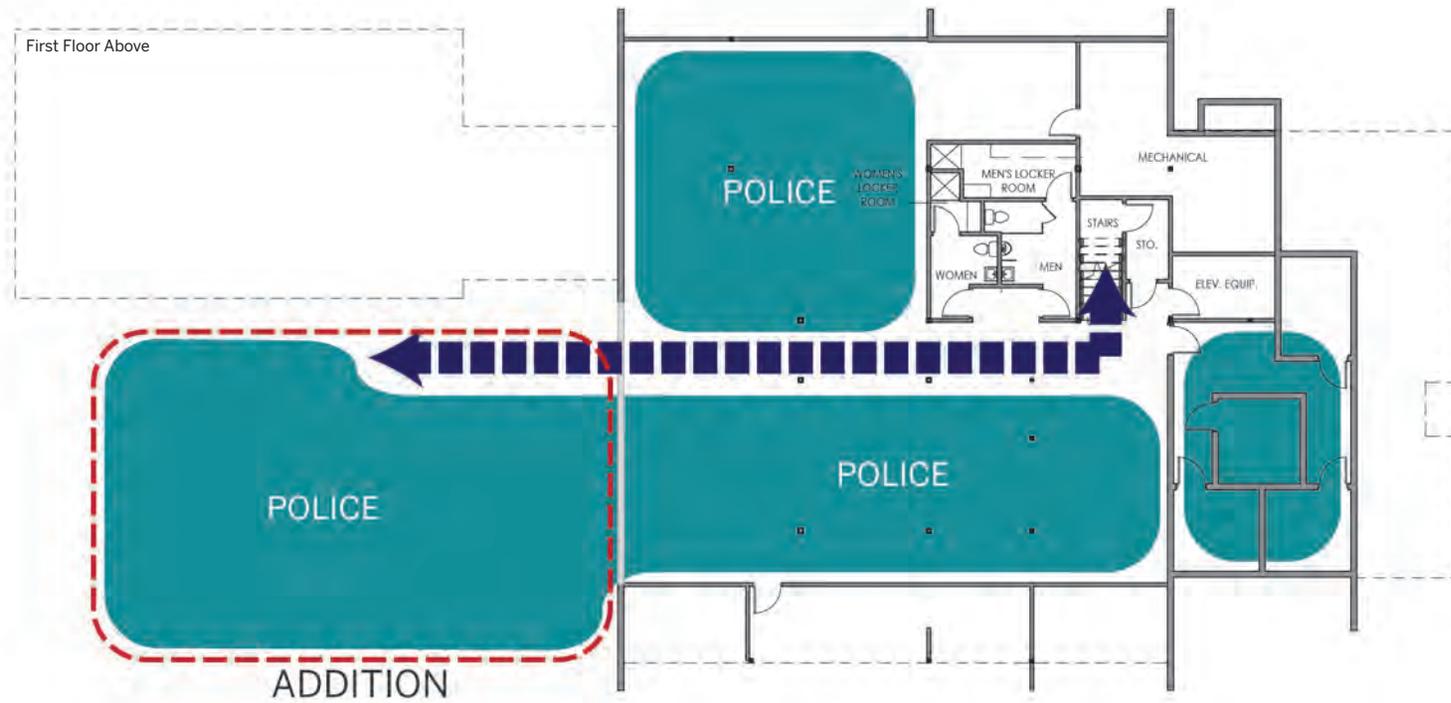
Existing Building Remodel & Expansion: Town Hall & Police

Remodel the existing building and construct a new southeast three-story addition to accommodate Town Hall departments and the Avon Police Department and their future space needs.



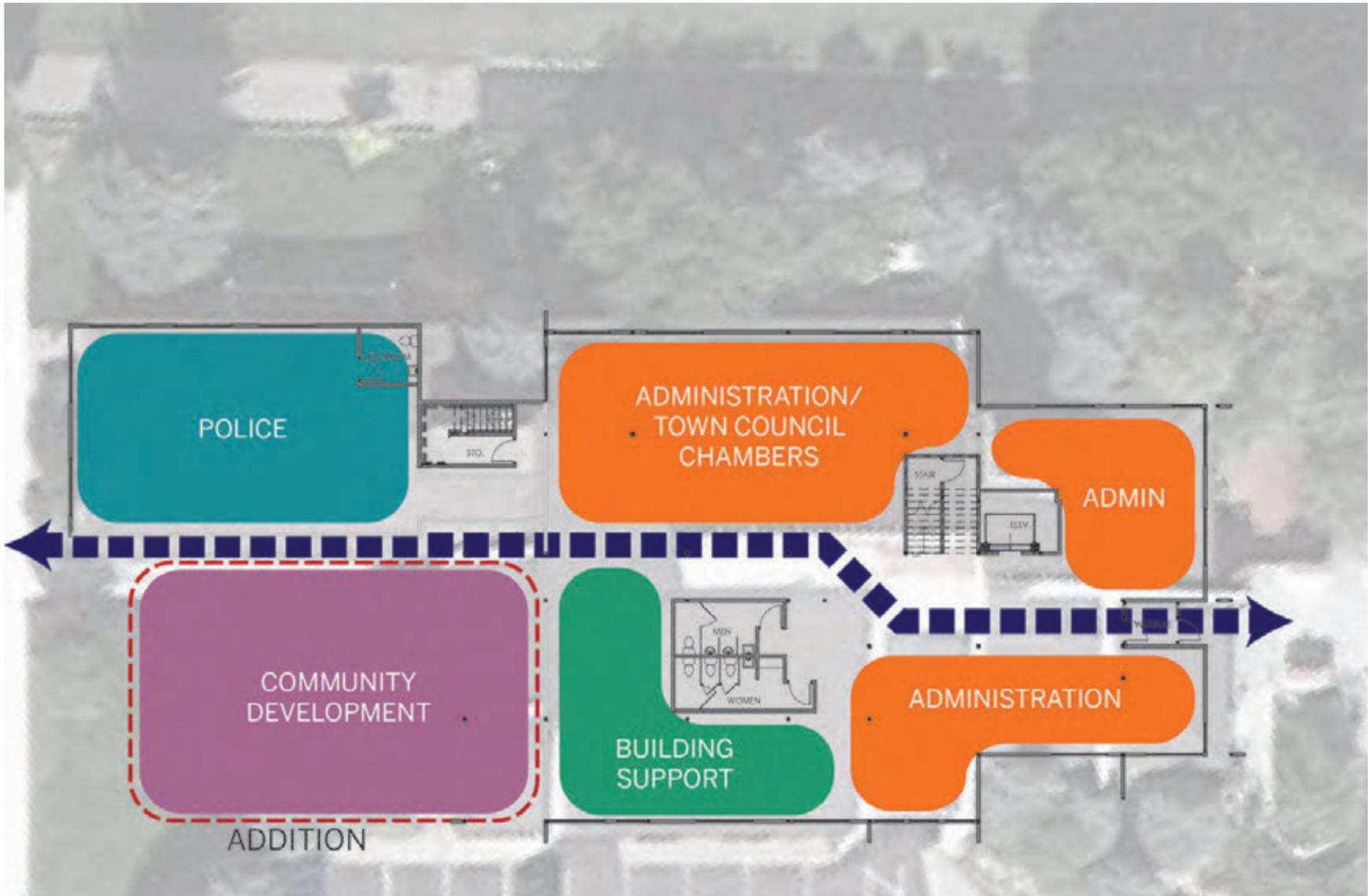
A2 | Site Plan





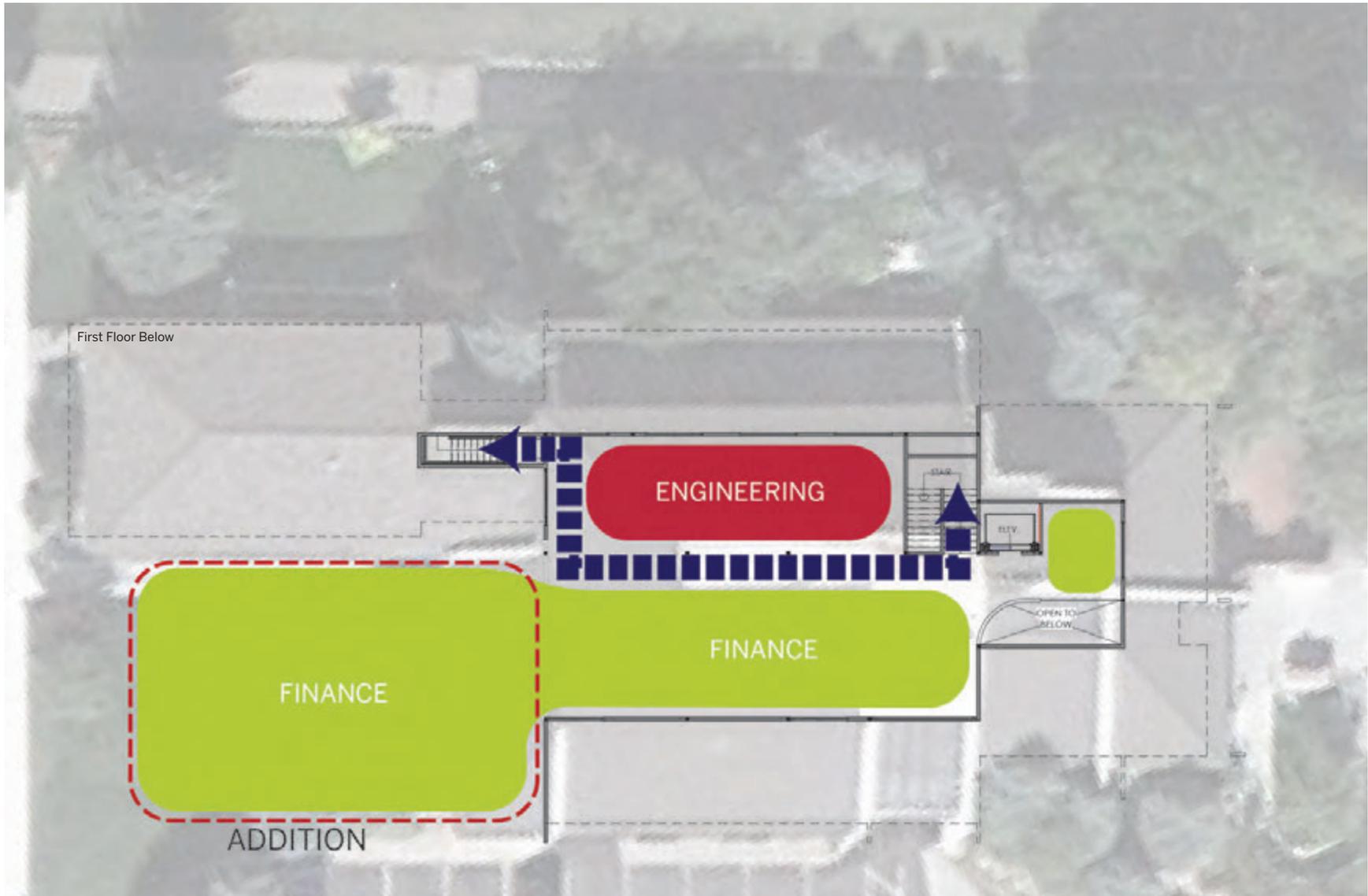
A2 | Basement





A2 | First Floor





A2 | Second Floor



A₂ | Cost Budget Analysis

Site Description

The existing site requires minimal change to accommodate this remodel for Town Hall departments. The existing southside parking and garage entrance areas can be refurbished with added landscaping. The existing police vehicle sally port aprons, garage and the basement town storage presumably are adaptively reused. The north side berm can be removed with new landscaping to accommodate larger windows for the adjacent offices. The east entry plaza and patio areas and west landscape can also be refurbished and repaired as needed. The southeast addition requires removal of trees, vegetation and irrigation along with demolition of the existing exterior stairs. Re-grading and landscaping is required to accommodate the new southeast site reconfiguration and building construction area.

Architectural

The existing building requires extensive exterior and interior remodel to meet current energy and life safety codes. The structural systems remain unchanged with the exception of a new roof and second floor infill in place of the existing atrium skylight. The exterior envelope upgrades include cladding removal and replacement with enhanced insulation and air and vapor barrier systems. Reframe window openings and replace all existing windows and shades with larger insulated windows and shades. The addition will match the remodeled

exterior and interior materials and finishes systems. Demolish interior partitions, flooring and ceilings on all floors, except basement holding cells to reconfigure into new office arrangements. Vertical circulation locations will remain. A replacement elevator will access all floors and the stairs upgraded to meet current codes. The existing MEP rooms will remain and all existing MEP systems replaced with new equipment and a new fire sprinkler system added throughout the building. New MEP rooms located in the addition will support the additional floor area.

Mechanical

Provide an estimated 70 tons of cooling and 730 MBH of heating to condition the space and provide added snowmelt areas. The existing snowmelt system shall remain to treat the existing access and walkways. Zone control within the building shall be limited to 3 offices per controller with corner offices and spaces used intermittently throughout the day on independent controllers. All air systems shall be controlled through variable frequency drives in order to meet the actual demand. All hydronic systems shall have multiple pumps and be controlled through variable frequency drives in order to meet the actual demand. Multiple pieces of equipment shall be provided for a level of redundancy.

Electrical

Electrical Distribution – It is estimated that a 1600 amp, 208 volt, 3-phase service will be required to serve the renovated 15,300 square foot facility and the 9,211 square foot expansion. The main service disconnect will be required on the building’s exterior located near the existing service equipment and utility transformer. The Main Distribution Panel (MDP) will be located at the basement or ground level in a main electrical room. The estimated size of this room is 5’x10’. The main electrical room will also contain branch circuit panels for the general area. Several other branch circuit panels shall be located in other locations within the building to reduce costs of branch circuit wiring lengths and provide accessibility to the various building occupant organizations. Dedicated branch circuit panels shall be provided for:

- Communications systems (IT) for each department/entity
- Police Department
- First Level
- Second Level

All equipment shall be bonded to a code compliant service grounding system. All panel boards and overcurrent protection devices shall be rated for the calculated available short circuit.

Lighting – An energy efficient lighting system with a focus on construction costs, operational and maintenance costs. The system will consist of LED and fluorescent lighting fixtures. The lighting design shall provide light levels as

recommended by the Illumination Engineering Standards (IES) recommendation and light power density which complies with the latest International Energy Conservation Code (IECC). Lighting design will be developed around the architectural and interior design aspects and details. Egress illumination level for exit stairs shall be 10 foot candle average maintained and all other egress illumination levels shall be 1 footcandle average maintained. All exit and egress lighting shall have integral battery backup. Lighting control system shall consist of switching and occupancy sensors, with dimming were appropriate. The lighting control system shall be designed to be compliant with the current IECC.

Fire Alarm – A new addressable fire alarm system shall be provided to meet the minimum requirements of NFPA 72 (Fire Alarm Code), NFPA 101 (Life Safety Code), and Local Jurisdiction Amendments and requirements.

OPTION A2

A	Demolition	Units	Cost Per Unit	Sub-Total
	Exterior			
	Demolition - Building Skin	10,140 SF	\$ 1.59	\$ 16,082.04
	10% Openings (Windows)	1,014 SF	\$ 1.32	\$ 1,336.05
	Skylight	200 SF	\$ 27.45	\$ 5,490.00
	Roofing	9,706 SF	\$ 8.36	\$ 81,142.16
	Southeast Staircase	2,100 CF	\$ 0.49	\$ 1,029.00
	Interior			
	Demolition	15,300 SF	\$ 13.60	\$ 208,125.90
	Asbestos Remediation Commercial Building Survey	1 EA	\$ 5,000.00	\$ 5,000.00
	Staff Relocation			
	Move out	15,300 SF	\$ 2.00	\$ 30,600.00
	Move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	15,300 SF	\$ 24.73	\$ 378,376.15
B	Exterior Improvements	Units	Cost Per Unit	Sub-Total
	Exterior Cladding			
	Insulation (Roof)	9,706 SF	\$ 2.78	\$ 26,982.68
	Metal Roofing	9,706 SF	\$ 11.10	\$ 107,736.60
	Insulation (Walls)	10,140 SF	\$ 2.78	\$ 28,205.42
	Cladding (Walls)	10,140 SF	\$ 6.08	\$ 61,606.58
	30% Openings (Windows)	3,042 SF	\$ 32.33	\$ 98,347.86
	Sub-Total	15,300 SF	\$ 21.10	\$ 322,879.15
C	Interior Improvements	Units	Cost Per Unit	Sub-Total
	Basement			
	Police	4,705 SF	\$ 150.98	\$ 710,337.38
	First Floor			
	Police	1,997 SF	\$ 150.98	\$ 301,497.08
	Administration (incl. Court & Council Chambers)	3,496 SF	\$ 158.60	\$ 554,465.60
	Building Support	2,145 SF	\$ 150.98	\$ 323,841.38
	Second Floor			
	Finance	2,157 SF	\$ 150.98	\$ 325,653.08
	Engineering	800 SF	\$ 150.98	\$ 120,780.00
	Roof & Floor Infill	200 SF	\$ 244.00	\$ 48,800.00
	Sub-Total	15,500 SF	\$ 150.75	\$ 2,336,574.50
D	New Construction - Addition	Units	Cost Per Unit	Sub-Total
	Basement			
	Police	3,070 SF	\$ 298.45	\$ 916,237.20
	First Floor			
	Community Development	3,070 SF	\$ 298.45	\$ 916,237.20
	Second Floor			
	General Contractor Fee	3,070 SF	15%	\$ 460.50
	Sub-Total	9,210 SF	\$ 199.02	\$ 1,832,934.90
D	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Lot Rehab	30,000 SF	\$ 0.69	\$ 20,700.00
	Site Regrading	12,000 SF	\$ 2.31	\$ 27,669.60
	Landscaping	12,000 SF	\$ 1.67	\$ 20,056.80
	Sub-Total	24,710 SF	\$ 2.77	\$ 68,426.40
	Subtotal Estimated Construction Cost			\$ 4,870,764.70
E	General Contractor General Conditions		5%	\$ 243,538.23
	Total Estimated Construction Cost			\$ 5,114,302.93

OPTION A2 - Continued

F	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 740,878.66
	Permitting & Inspection		3%	\$ 148,175.73
	Architect/Engineering Fees Including Entitlements		10%	\$ 493,919.11
	Construction Contingency		10%	\$ 493,919.11
	Sub-Total	24,710 SF	\$ 75.96	\$ 1,876,892.62
	CONSTRUCTION & SOFT COST TOTAL	24,710 SF	\$ 285.70	\$ 7,059,621.95

G	FF&E	Units	Cost Per Unit	Sub-Total
	Furniture Systems			
	Court & Council Chambers	1 EA	\$ 100,000.00	\$ 100,000.00
	Offices	16 EA	\$ 2,250.00	\$ 36,000.00
	Workstations	30 EA	\$ 1,900.00	\$ 57,000.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	3 EA	\$ 2,500.00	\$ 7,500.00
	Break-Out Furniture	2 EA	\$ 1,500.00	\$ 3,000.00
	Televisions/Display	8 EA	\$ 500.00	\$ 4,000.00
	Appliances			
	Refrigerator	2 EA	\$ 1,500.00	\$ 3,000.00
	Dishwasher	2 EA	\$ 400.00	\$ 800.00
	Microwave	6 EA	\$ 200.00	\$ 1,200.00
	Cabling/Low Voltage Wiring/IT	24,710 SF	\$ 2.50	\$ 61,775.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	24,710 SF	\$ 11.25	\$ 278,075.00

	FINAL PROJECT TOTAL	24,710 SF	\$ 306.81	\$ 7,581,235.19
--	----------------------------	------------------	------------------	------------------------

Notes: Cost estimates are based on a) SEH historical construction data b) RS Means Square Foot & Facilities Construction 2015 cost data c) recent local contractor input. Costs assume 2016 construction bidding with 5% escalation.

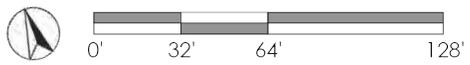
B₁

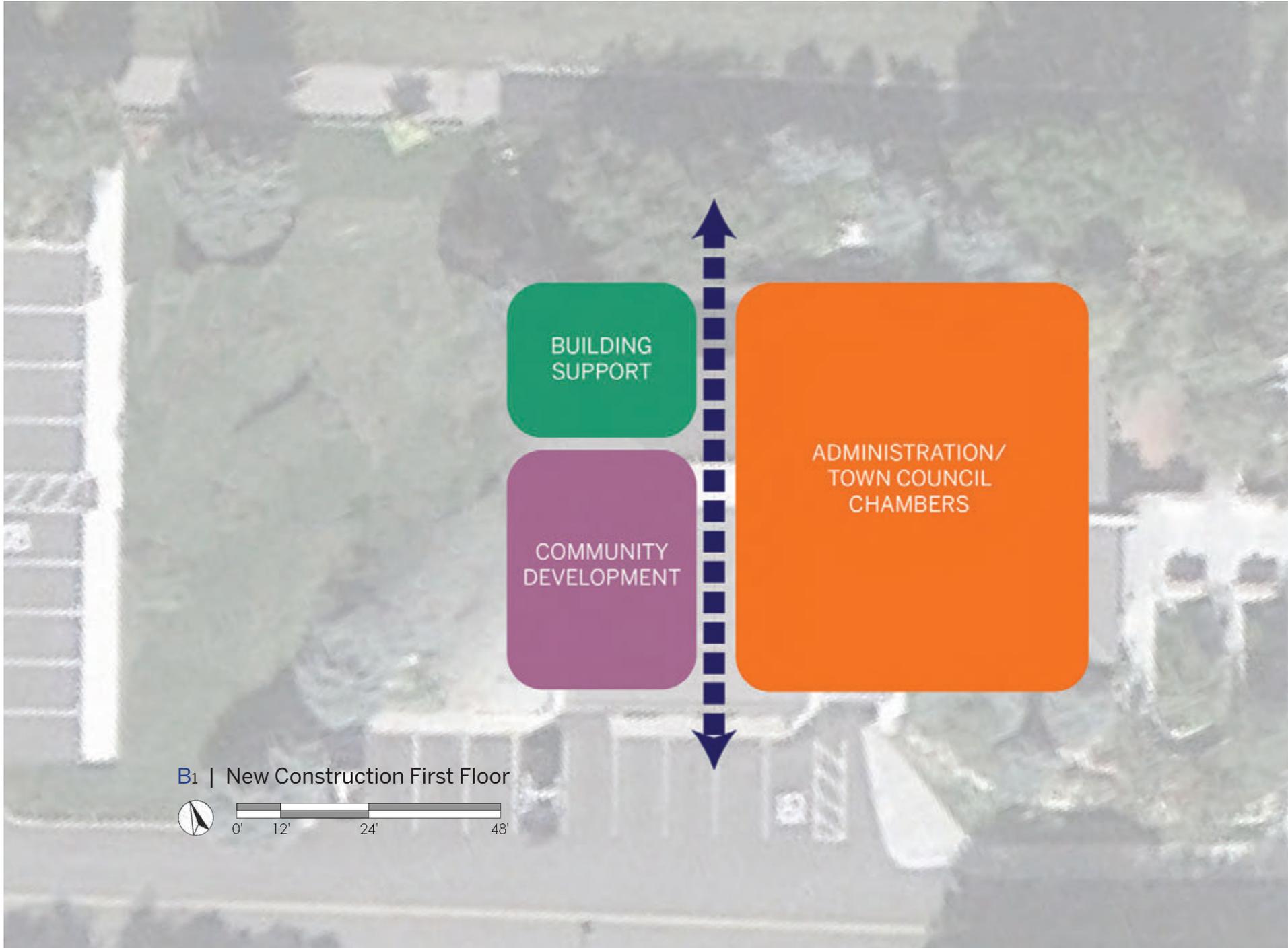
Demolish Existing Building & New Construction: Town Hall Only

Demolish the existing Town Hall and construct a new two-story above grade building in its place to accommodate Town Hall departments and their future space needs.

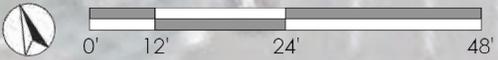


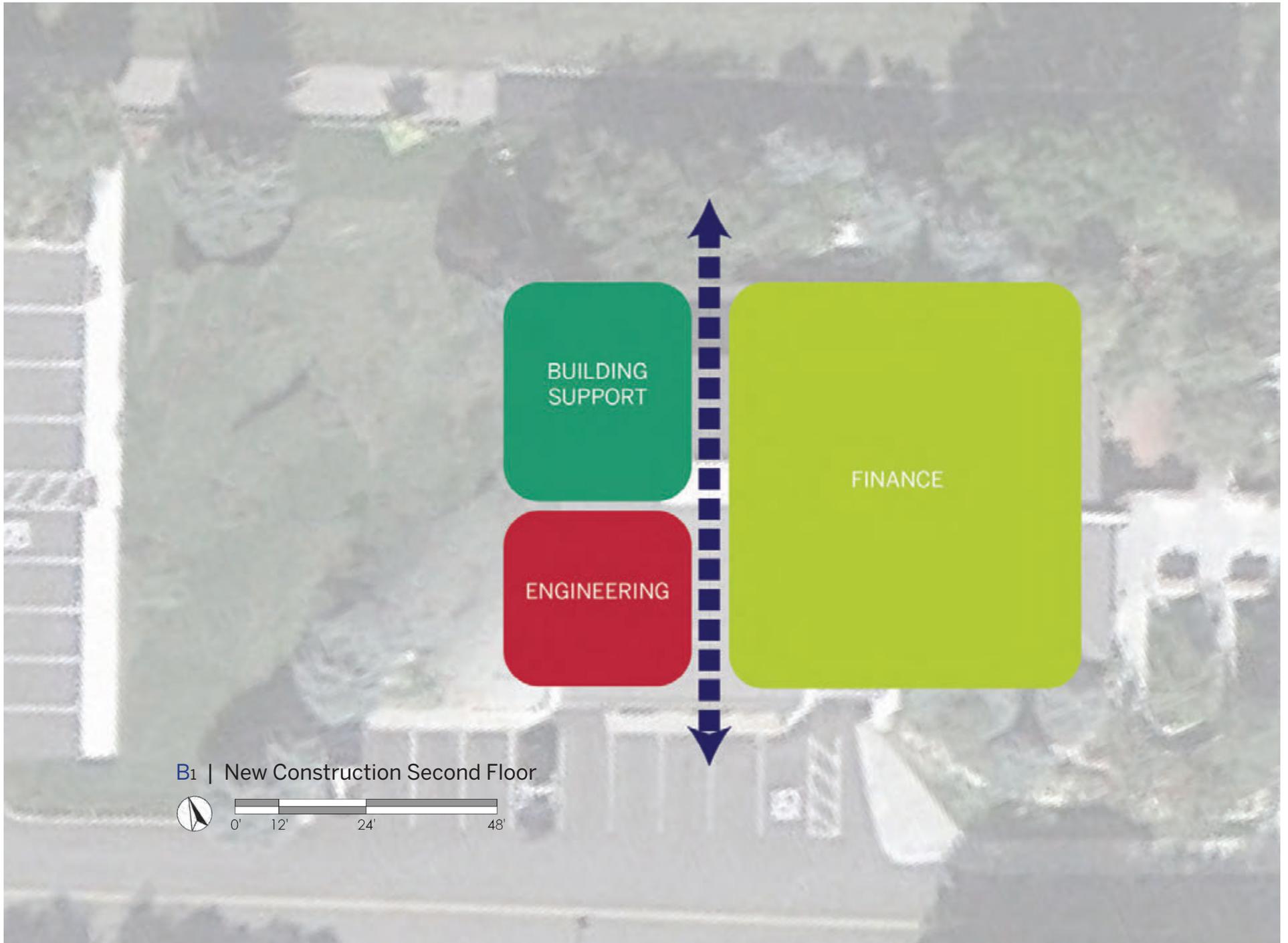
B1 | Site Plan





B1 | New Construction First Floor





B1 | New Construction Second Floor



0' 12' 24' 48'

B₁ | Cost Budget Analysis

Site Description

The existing building demolition requires removal of trees, vegetation and irrigation along with demolition all exterior concrete plaza, stairs and pavement areas. Re-grading and landscaping along with new drainage systems and irrigation are required to accommodate the overall site reconfiguration and building construction area.

Architectural

The Avon Police Department in this option is relocated to another site. The new building will meet all current energy and life safety codes. The anticipated building shell and structural systems will follow appropriate conventional wood frame and concrete foundation systems. The exterior design assumes wood, metal and glass systems and finishes that are long-lasting, durable and low maintenance to suit the context of downtown Avon. Assumed MEP and fire protection systems will be conventional and operationally cost effective.

Mechanical

Provide an estimated 50 tons of cooling and 450 MBH of heating to condition the space. A snowmelt system shall be provided for the exterior walkways. Zone control within the building shall be limited to 3 offices per controller with corner offices and spaces used intermittently throughout the day on

independent controllers. All air systems shall be controlled through variable frequency drives in order to meet the actual demand. All hydronic systems shall have multiple pumps and be controlled through variable frequency drives in order to meet the actual demand. Multiple pieces of equipment shall be provided for a level of redundancy.

Electrical

Electrical Distribution – It is estimated that a 1200 amp, 208 volt, 3-phase service will be required to serve a new 15,300 square foot facility. The main service disconnect will be required on the building's exterior located near the existing service equipment and utility transformer. The Main Distribution Panel (MDP) will be located at the basement level in a main electrical room. The estimated size of this room is 5'x8'. The main electrical room will also contain branch circuit panels for the general area. Several other branch circuit panels shall be located in other locations within the building to reduce costs of branch circuit wiring lengths and provide accessibility to the various building occupant organizations. Dedicated branch circuit panels shall be provided for:

- Communications systems (IT) for each department/entity
- Second level
- Finance and Administration

All equipment shall be bonded to a code

compliant service grounding system. All panel boards and overcurrent protection devices shall be rated for the calculated available short circuit.

Lighting – An energy efficient lighting system with a focus on construction costs, operational and maintenance costs. The system will consist of LED and fluorescent lighting fixtures. The lighting design shall provide light levels as recommended by the Illumination Engineering Standards (IES) recommendation and light power density which complies with the latest International Energy Conservation Code (IECC). Lighting design will be developed around the architectural and interior design aspects and details. Egress illumination level for exit stairs shall be 10 foot candle average maintained and all other egress illumination levels shall be 1 footcandle average maintained. All exit and egress lighting shall have integral battery backup. Lighting control system shall consist of switching and occupancy sensors, with dimming where appropriate. The lighting control system shall be designed to be compliant with the current IECC.

Fire Alarm – A new addressable fire alarm system shall be provided to meet the minimum requirements of NFPA 72 (Fire Alarm Code), NFPA 101 (Life Safety Code), and Local Jurisdiction Amendments and requirements.

OPTION B1

A	Demolition	Units	Cost Per Unit	Sub-Total
	Existing Building			
	Foundation Demolition	550 LF	\$ 21.72	\$ 11,943.80
	Building Demolition	550,800 CF	\$ 0.49	\$ 268,790.40
	Asbestos Remediation Commercial Building Survey	1 EA	\$ 5,000.00	\$ 5,000.00
	Staff Relocation			
	Move out	15,300 SF	\$ 2.00	\$ 30,600.00
	Move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	15,300 SF	\$ 22.68	\$ 346,934.20
B	New Construction	Units	Cost Per Unit	Sub-Total
	First Floor			
	Administration (incl. Court & Council Chambers)	4,000 SF	\$ 280.00	\$ 1,120,000.00
	Community Development	2,050 SF	\$ 240.00	\$ 492,000.00
	Building Support	800 SF	\$ 240.00	\$ 192,000.00
	Second Floor			
	Finance	4,000 SF	\$ 240.00	\$ 960,000.00
	Building Support	2,050 SF	\$ 240.00	\$ 492,000.00
	Engineering	800 SF	\$ 240.00	\$ 192,000.00
	Sub-Total	13,700 SF	\$ 251.68	\$ 3,448,000.00
C	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Surface	21,000 SF	\$ 4.99	\$ 104,785.80
	Landscaping			
	Sidewalks	900 SF	\$ 3.73	\$ 3,359.88
	Plantings	1,800 SF	\$ 3.97	\$ 7,137.00
	Green Space	6,300 SF	\$ 0.59	\$ 3,689.28
	Irrigation	9,000 SF	\$ 1.77	\$ 15,921.00
	Sub-Total	13,700 SF	\$ 9.85	\$ 134,892.96
			Subtotal Estimated Construction Cost	\$ 3,929,827.16
D	General Contractor General Conditions		5%	\$ 196,491.36
			Total Estimated Construction Cost	\$ 4,126,318.52
E	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 589,474.07
	Permitting & Inspection		3%	\$ 117,894.81
	Architect/Engineering Fees Including Entitlements		10%	\$ 392,982.72
	Construction Contingency		10%	\$ 392,982.72
	Sub-Total	13,700 SF	\$ 109.00	\$ 1,493,334.32
	CONSTRUCTION & SOFT COST TOTAL	13,700 SF	\$ 395.85	\$ 5,423,161.48
F	FF&E	Units	Cost Per Unit	Sub-Total
	Furniture Systems			
	Court & Council Chambers	1 EA	\$ 100,000.00	\$ 100,000.00
	Offices	12 EA	\$ 2,250.00	\$ 27,000.00
	Workstations	16 EA	\$ 1,900.00	\$ 30,400.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	2 EA	\$ 2,500.00	\$ 5,000.00
	Break-Out Furniture	1 EA	\$ 1,500.00	\$ 1,500.00
	Televisions/Display	7 EA	\$ 500.00	\$ 3,500.00
	Appliances			
	Refrigerator	1 EA	\$ 1,500.00	\$ 1,500.00
	Dishwasher	1 EA	\$ 400.00	\$ 400.00
	Microwave	3 EA	\$ 200.00	\$ 600.00
	Cablings/Low Voltage Wiring/IT	13,700 SF	\$ 2.50	\$ 34,250.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	13,700 SF	\$ 15.18	\$ 207,950.00
	FINAL PROJECT TOTAL	13,700 SF	\$ 425.37	\$ 5,827,602.84

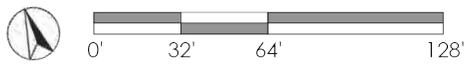
B₂

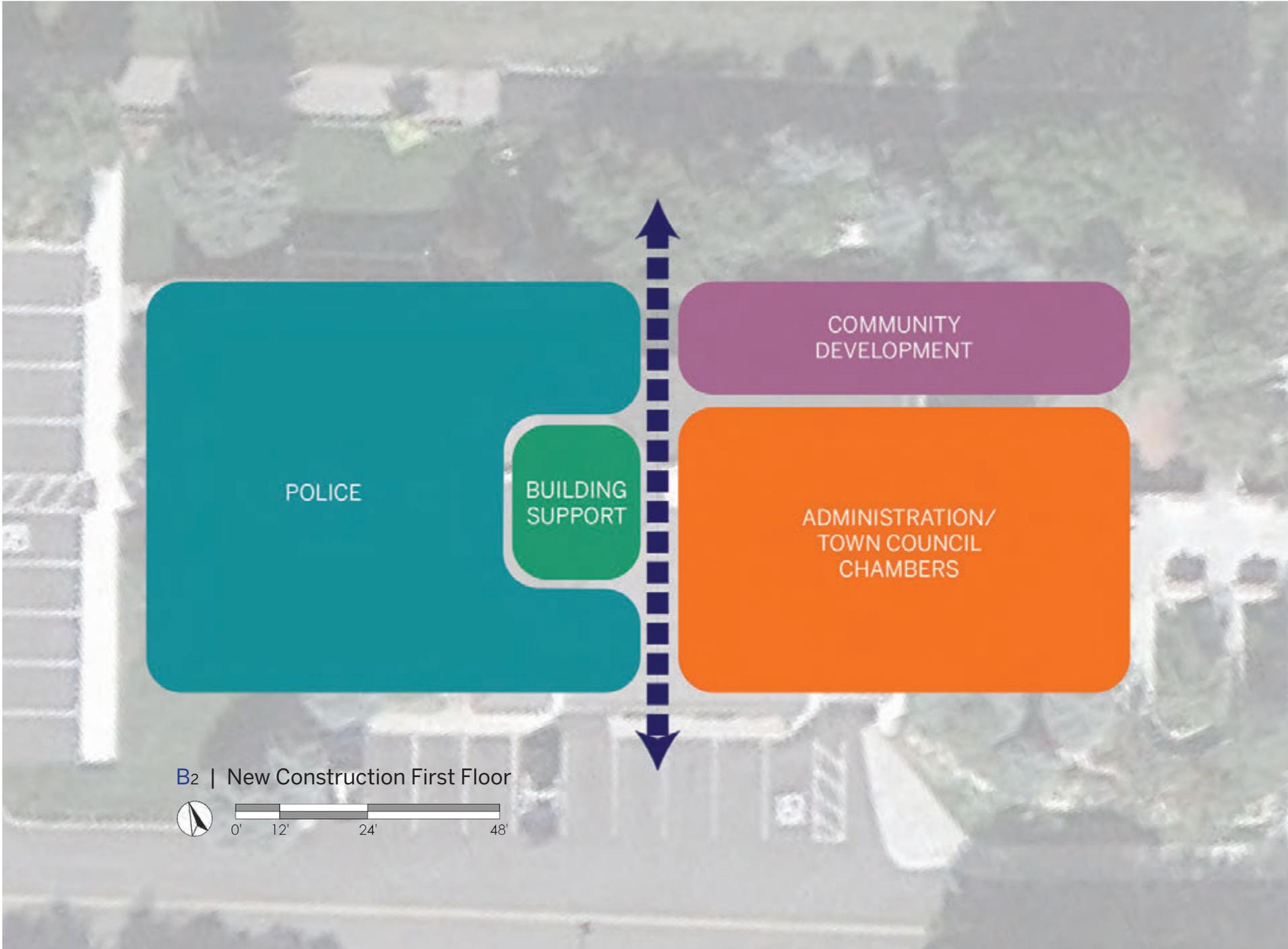
Demolish Existing Building & New Construction: Town Hall & Police

Demolish the existing Town Hall and construct a new two-story above grade building in its place to accommodate Town Hall departments and the Avon Police Department and their future space needs.

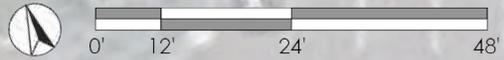


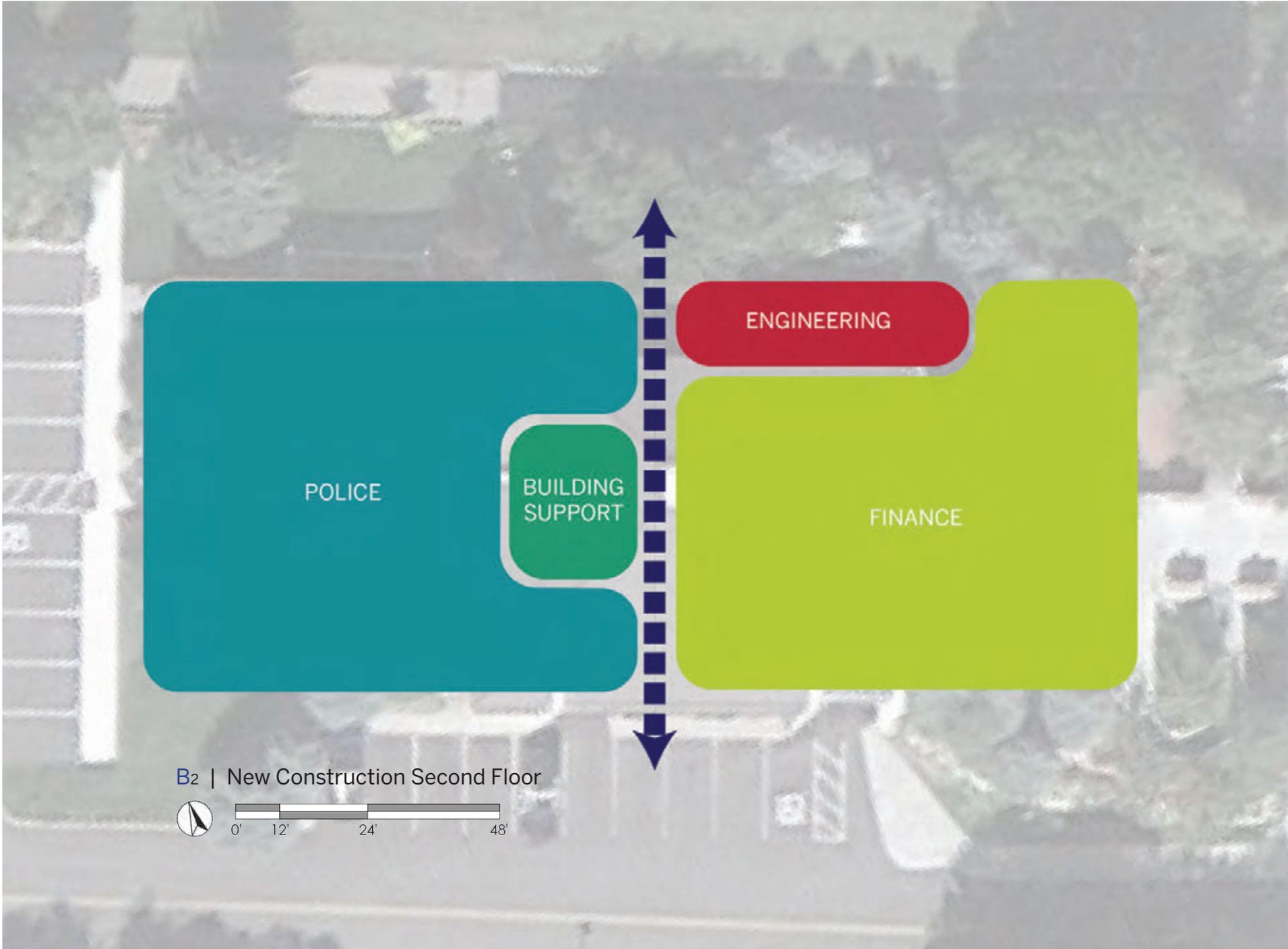
B2 | Site Plan





B2 | New Construction First Floor





B₂ | Cost Budget Analysis

Site Description

The existing building demolition requires removal of trees, vegetation and irrigation along with demolition all exterior concrete plaza, stairs and pavement areas. Re-grading and landscaping along with new drainage systems and irrigation are required to accommodate the overall site reconfiguration and building construction area.

Architectural

The new building will meet all current energy and life safety codes. The anticipated building shell and structural systems will follow appropriate conventional wood frame and concrete foundation systems. The exterior design assumes wood, metal and glass systems and finishes that are long-lasting, durable and low maintenance to suit the context of downtown Avon. Assumed MEP and fire protection systems will be conventional and operationally cost effective.

Mechanical

Provide an estimated 70 tons of cooling and 730 MBH of heating to condition the space. A snowmelt system shall be provided for the exterior walkways. Zone control within the building shall be limited to 3 offices per controller with corner offices and spaces used intermittently throughout the day on independent controllers. All air systems shall

be controlled through variable frequency drives in order to meet the actual demand. All hydronic systems shall have multiple pumps and be controlled through variable frequency drives in order to meet the actual demand. Multiple pieces of equipment shall be provided for a level of redundancy.

Electrical

Electrical Distribution – It is estimated that a 1200 amp, 208 volt, 3-phase service will be required to serve a new 24,511 square foot facility. The main service disconnect will be required on the building's exterior located near the existing service equipment and utility transformer. The Main Distribution Panel (MDP) will be located at the basement level in a main electrical room. The estimated size of this room is 5'x8'. The main electrical room will also contain branch circuit panels for the general area. Several other branch circuit panels shall be located in other locations within the building to reduce costs of branch circuit wiring lengths and provide accessibility to the various building occupant organizations. Dedicated branch circuit panels shall be provided for:

- Communications systems (IT) for each department/entity
- Second level
- Finance and Administration

All equipment shall be bonded to a code compliant service grounding system. All panel

boards and overcurrent protection devices shall be rated for the calculated available short circuit.

Lighting – An energy efficient lighting system with a focus on construction costs, operational and maintenance costs. The system will consist of LED and fluorescent lighting fixtures. The lighting design shall provide light levels as recommended by the Illumination Engineering Standards (IES) recommendation and light power density which complies with the latest International Energy Conservation Code (IECC). Lighting design will be developed around the architectural and interior design aspects and details. Egress illumination level for exit stairs shall be 10 foot candle average maintained and all other egress illumination levels shall be 1 footcandle average maintained. All exit and egress lighting shall have integral battery backup. Lighting control system shall consist of switching and occupancy sensors, with dimming where appropriate. The lighting control system shall be designed to be compliant with the current IECC.

Fire Alarm – A new addressable fire alarm system shall be provided to meet the minimum requirements of NFPA 72 (Fire Alarm Code), NFPA 101 (Life Safety Code), and Local Jurisdiction Amendments and requirements.

OPTION B2

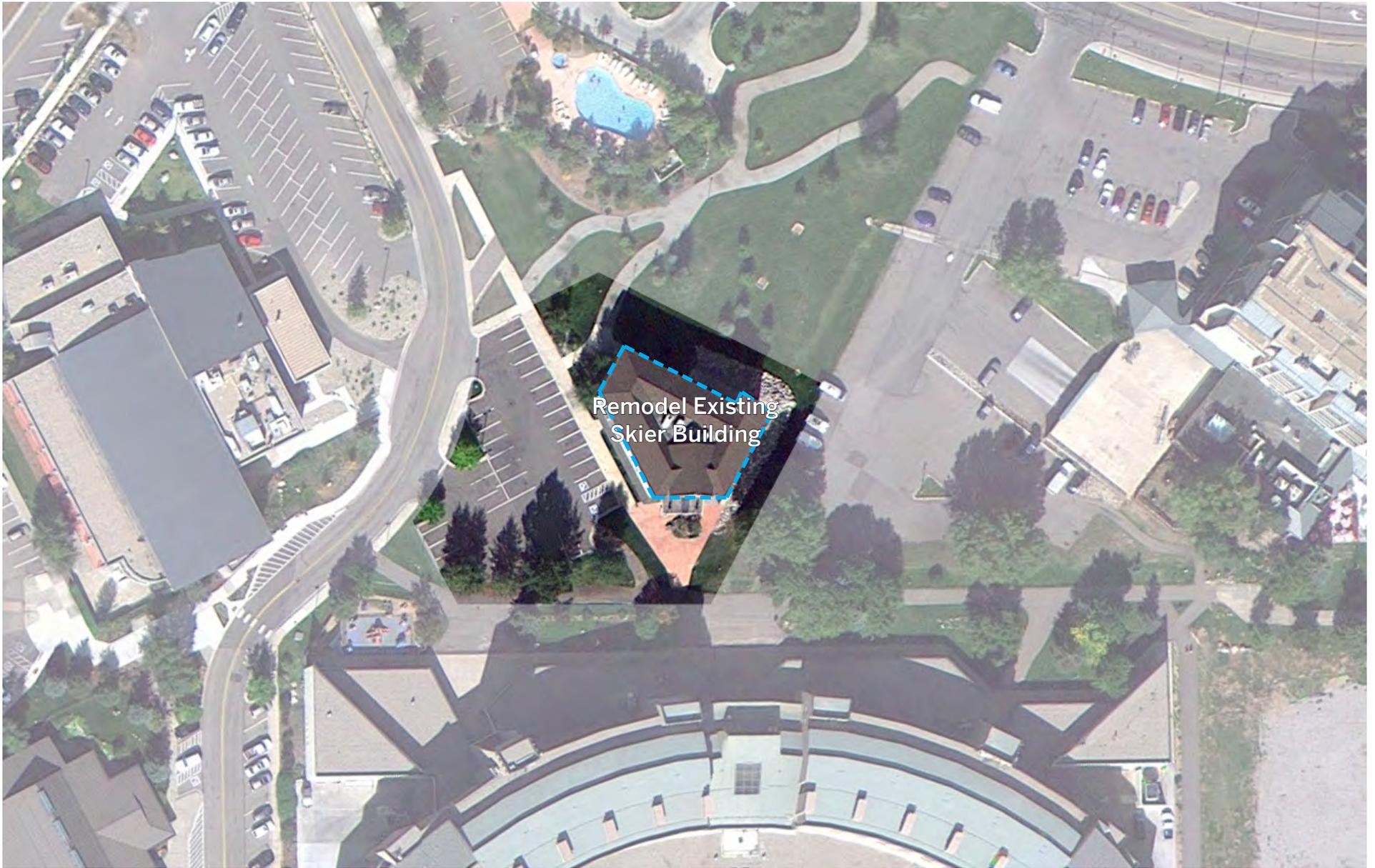
A	Demolition	Units	Cost Per Unit	Sub-Total
	Existing Building			
	Foundation Demolition	550 LF	\$ 21.72	\$ 11,943.80
	Building Demolition	550,800 CF	\$ 0.49	\$ 268,790.40
	Asbestos Remediation Commercial Building Survey	1 EA	\$ 5,000.00	\$ 5,000.00
	Staff Relocation			
	Move out	15,300 SF	\$ 2.00	\$ 30,600.00
	Move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	15,300 SF	\$ 22.68	\$ 346,934.20
B	New Construction	Units	Cost Per Unit	Sub-Total
	First Floor			
	Police	5,405 SF	\$ 234.00	\$ 1,264,770.00
	Administration (incl. Court & Council Chambers)	4,000 SF	\$ 373.00	\$ 1,492,000.00
	Community Development	2,050 SF	\$ 234.00	\$ 479,700.00
	Building Support	800 SF	\$ 234.00	\$ 187,200.00
	Second Floor			
	Police	5,405 SF	\$ 234.00	\$ 1,264,770.00
	Finance	4,000 SF	\$ 234.00	\$ 936,000.00
	Building Support	2,050 SF	\$ 234.00	\$ 479,700.00
	Engineering	800 SF	\$ 234.00	\$ 187,200.00
	Sub-Total	24,510 SF	\$ 256.68	\$ 6,291,340.00
C	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Surface	38,000 SF	\$ 4.99	\$ 189,612.40
	Landscaping			
	Sidewalks	1,520 SF	\$ 3.73	\$ 5,674.46
	Plantings	3,040 SF	\$ 3.97	\$ 12,053.60
	Green Space	10,640 SF	\$ 0.59	\$ 6,230.78
	Irrigation	15,200 SF	\$ 1.77	\$ 26,888.80
	Sub-Total	24,510 SF	\$ 9.81	\$ 240,460.05
			Subtotal Estimated Construction Cost	\$ 6,878,734.25
D	General Contractor General Conditions		5%	\$ 343,936.71
			Total Estimated Construction Cost	\$ 7,222,670.96
E	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 1,031,810.14
	Permitting & Inspection		3%	\$ 206,362.03
	Architect/Engineering Fees Including Entitlements		10%	\$ 687,873.42
	Construction Contingency		10%	\$ 687,873.42
	Sub-Total	24,510 SF	\$ 106.65	\$ 2,613,919.01
	CONSTRUCTION & SOFT COST TOTAL	24,510 SF	\$ 387.30	\$ 9,492,653.26
F	FF&E	Units	Cost Per Unit	Sub-Total
	Furniture Systems			
	Court & Council Chambers	1 EA	\$100,000.00	\$ 100,000.00
	Offices	16 EA	\$ 2,250.00	\$ 36,000.00
	Workstations	30 EA	\$ 1,900.00	\$ 57,000.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	3 EA	\$ 2,500.00	\$ 7,500.00
	Break-Out Furniture	2 EA	\$ 1,500.00	\$ 3,000.00
	Televisions/Display	8 EA	\$ 500.00	\$ 4,000.00
	Appliances			
	Refrigerator	2 EA	\$ 1,500.00	\$ 3,000.00
	Dishwasher	2 EA	\$ 400.00	\$ 800.00
	Microwave	6 EA	\$ 200.00	\$ 1,200.00
	Cabling/Low Voltage Wiring/IT	24,510 SF	\$ 2.50	\$ 61,275.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	24,510 SF	\$ 11.32	\$ 277,575.00
	FINAL PROJECT TOTAL	24,510 SF	\$ 412.65	\$ 10,114,164.97

Notes: Cost estimates are based on a) SEH historical construction data b) RS Means Square Foot & Facilities Construction 2015 cost data c) recent local contractor input. Costs assume 2016 construction bidding with 5% escalation.

C₁

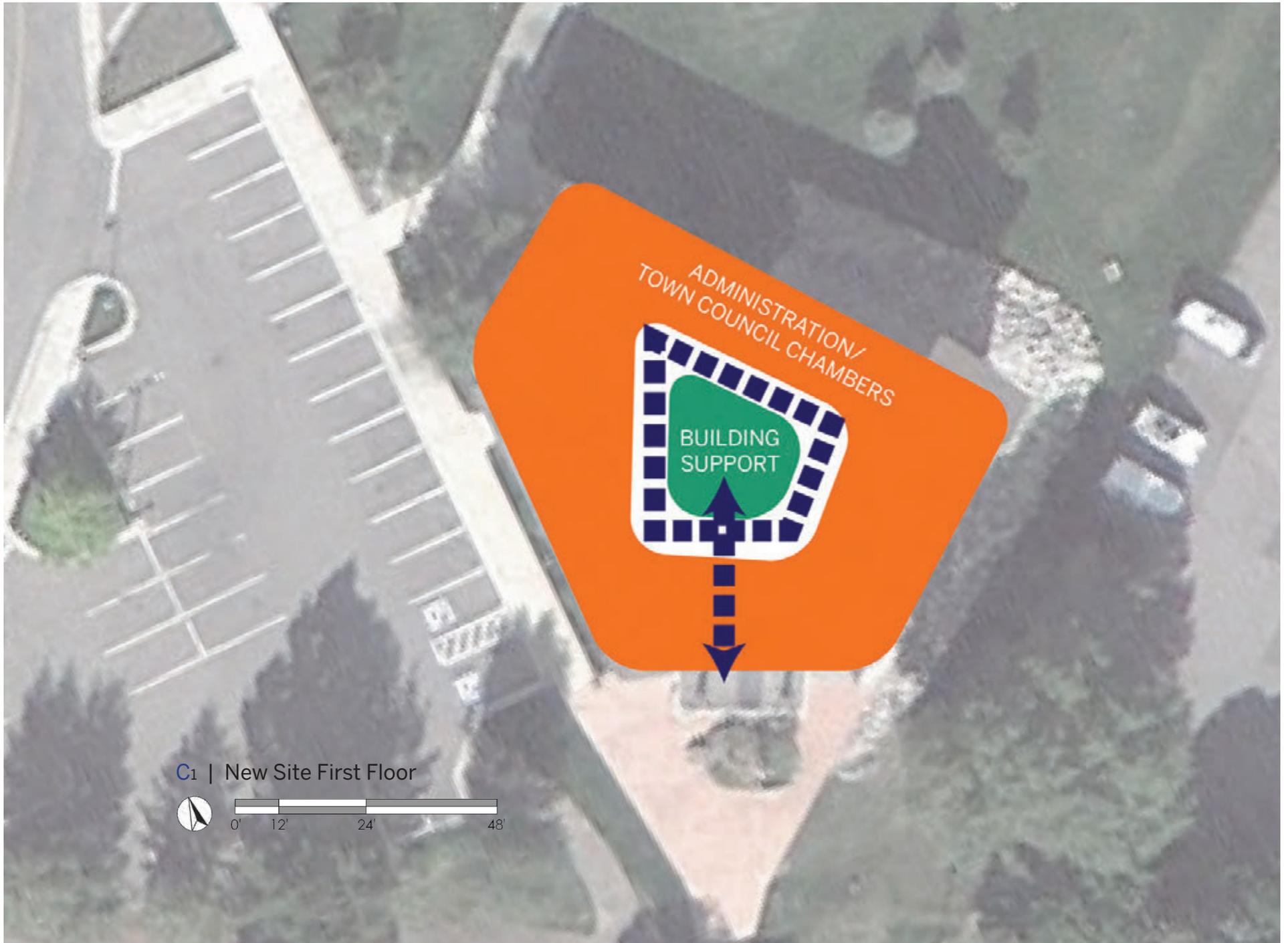
Skier Building Three-Story Tenant Fit Out: Town Hall Only

The Town of Avon in this option will purchase the Skier Building and remodel/fit out the shelled space on three floors to accommodate Town Hall departments and their future space needs.



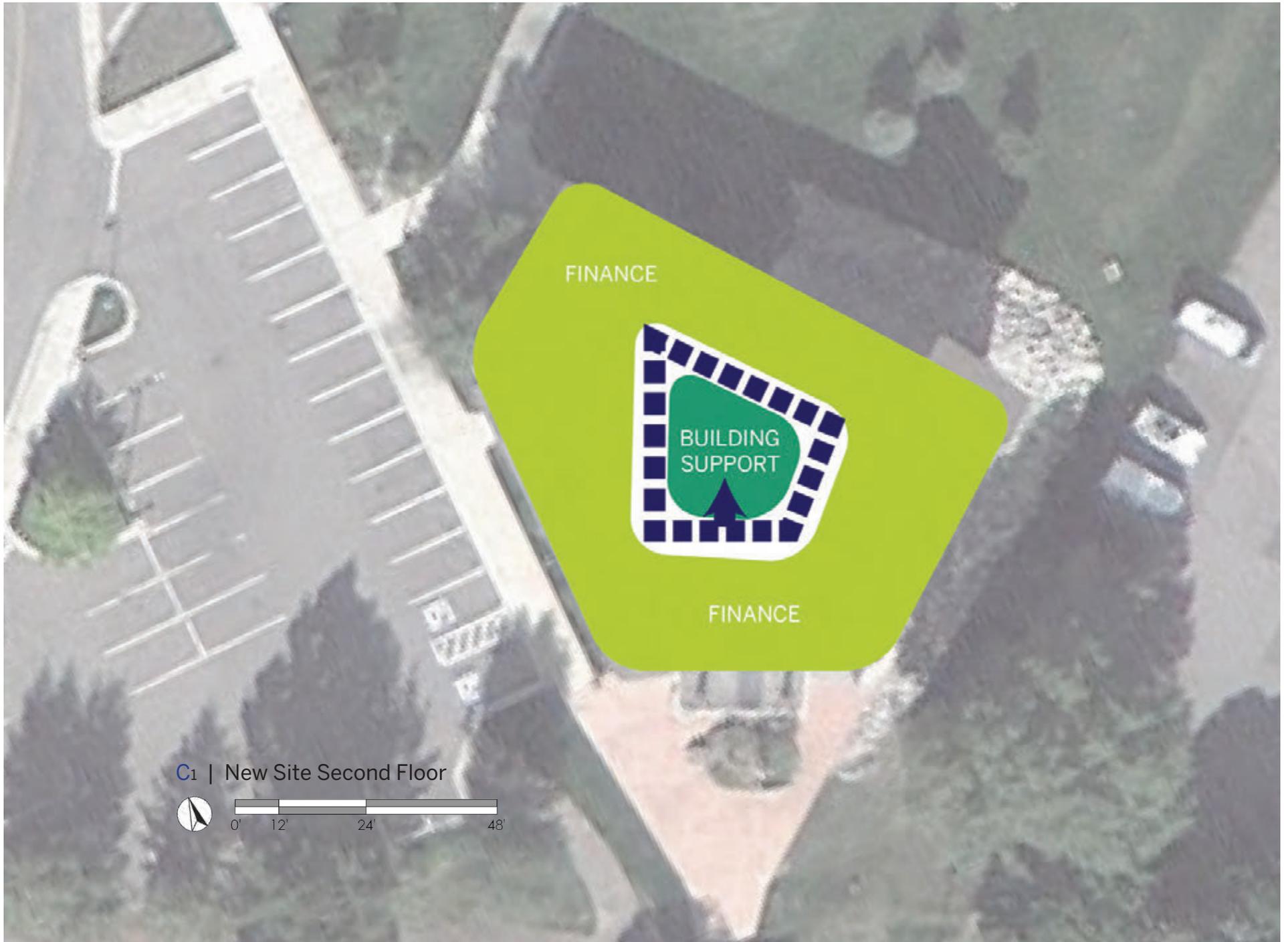
C1 | New Site





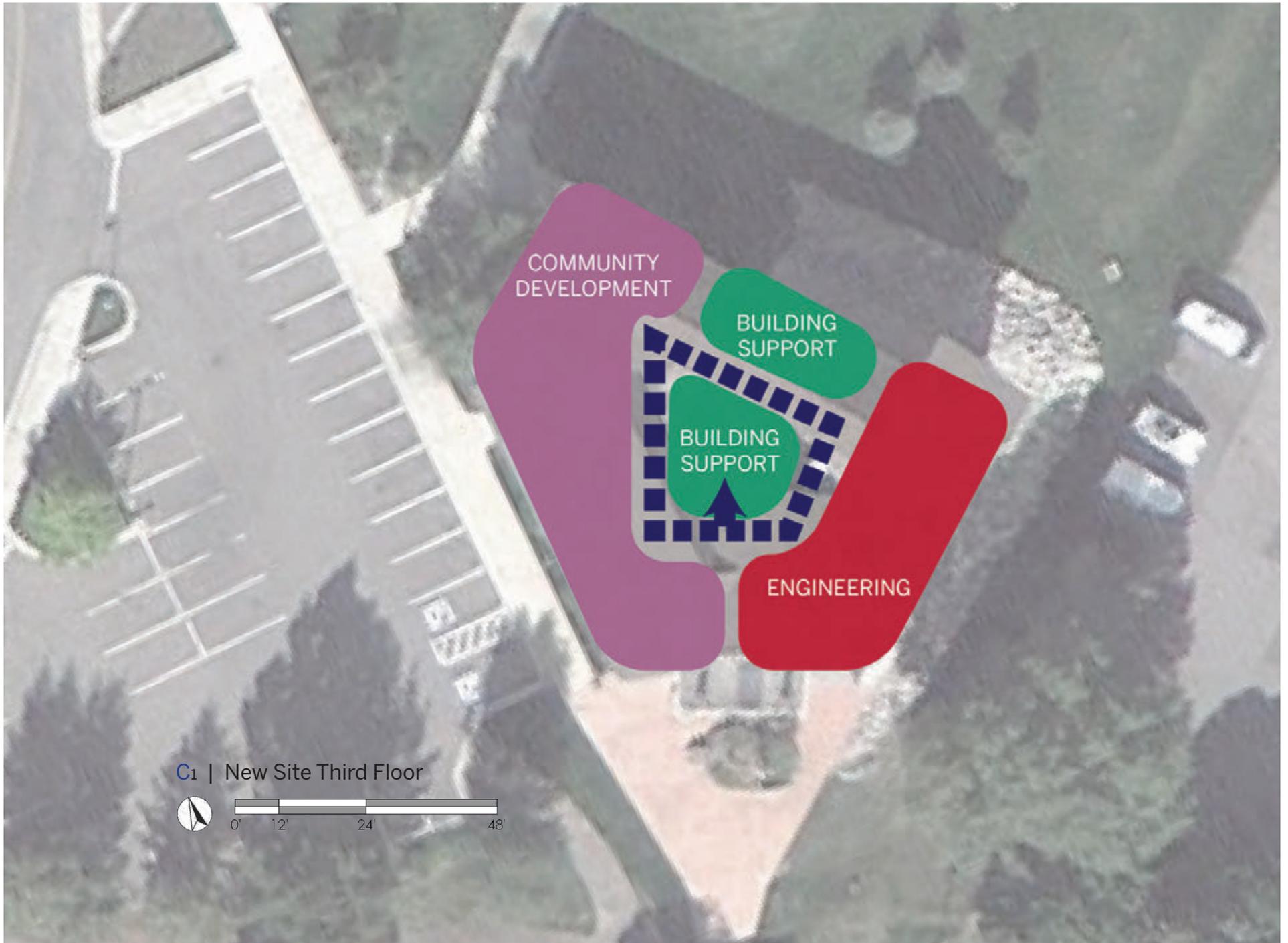
C1 | New Site First Floor





C1 | New Site Second Floor





C1 | New Site Third Floor



C1 | Cost Budget Analysis

Site Description

The existing site requires minimal change to accommodate this remodel for Town Hall departments. The existing parking can be refurbished with added landscaping.

Architectural

The Avon Police Department in this option is not included at this site.

Mechanical & Electrical

The fit out will meet all current energy and life safety codes. We assumed all MEP and fire protection systems are roughed in and the fit out will accommodate the new tenant arrangements on all three floors. Refer to Option A1 for Architecture and MEP/FP systems.

OPTION C1

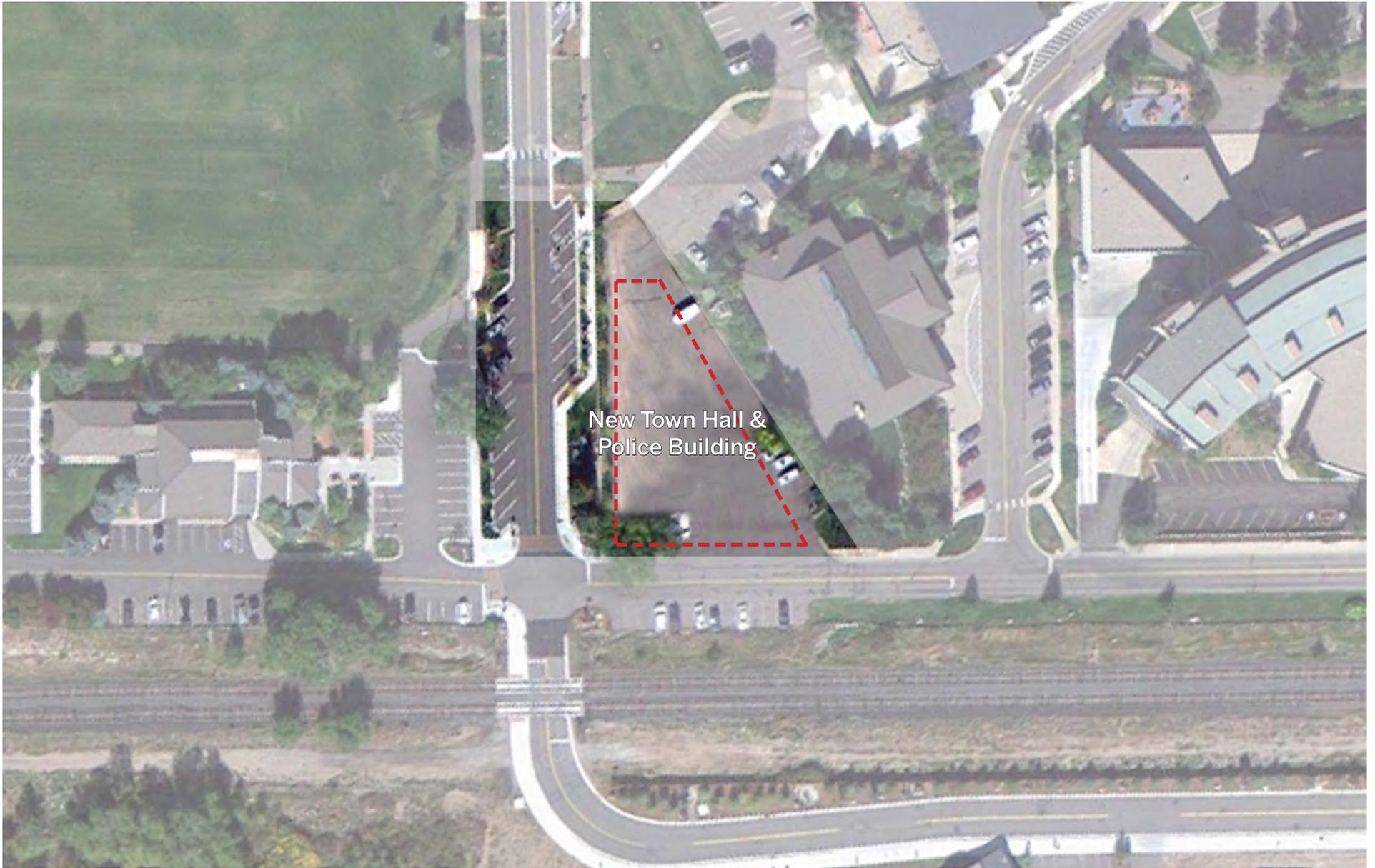
A	New Construction	Units	Cost Per Unit	Sub-Total
	First Floor			
	Administration (incl. Court & Council Chambers)	4,217 SF	\$ 150.00	\$ 632,550.00
	Community Development	2,150 SF	\$ 130.00	\$ 279,500.00
	Building Support	1,000 SF	\$ 130.00	\$ 130,000.00
	Second Floor			
	Finance	4,216 SF	\$ 130.00	\$ 548,080.00
	Building Support	2,150 SF	\$ 130.00	\$ 279,500.00
	Engineering	1,000 SF	\$ 130.00	\$ 130,000.00
	Staff Relocation			
	Move out / move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	14,733 SF	\$ 135.72	\$ 1,999,630.00
B	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Surface (Sealing & Re-striping)	21,000 SF	\$ 0.37	\$ 7,686.00
	Landscaping (Misc. Replacement)	1,800 SF	\$ 3.97	\$ 7,137.00
	Sub-Total	14,733 SF	\$ 1.01	\$ 14,823.00
			Subtotal Estimated Construction Cost	\$ 2,014,453.00
C	General Contractor General Conditions		5%	\$ 100,722.65
			Total Estimated Construction Cost	\$ 2,115,175.65
D	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 302,167.95
	Permitting & Inspection		3%	\$ 60,433.59
	Architect/Engineering Fees Including Entitlements		10%	\$ 201,445.30
	Construction Contingency		10%	\$ 201,445.30
	Sub-Total	14,733 SF	\$ 51.96	\$ 765,492.14
	CONSTRUCTION & SOFT COST TOTAL	14,733 SF	\$ 188.69	\$ 2,779,945.14
E	FF&E	Units	Cost Per Unit	Sub-Total
	Furniture Systems			
	Court & Council Chambers	1 EA	\$ 100,000.00	\$ 100,000.00
	Offices	12 EA	\$ 2,250.00	\$ 27,000.00
	Workstations	16 EA	\$ 1,900.00	\$ 30,400.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	2 EA	\$ 2,500.00	\$ 5,000.00
	Break-Out Furniture	1 EA	\$ 1,500.00	\$ 1,500.00
	Televisions/Display	7 EA	\$ 500.00	\$ 3,500.00
	Appliances			
	Refrigerator	1 EA	\$ 1,500.00	\$ 1,500.00
	Dishwasher	1 EA	\$ 400.00	\$ 400.00
	Microwave	3 EA	\$ 200.00	\$ 600.00
	Cabling/Low Voltage Wiring/IT	14,722 SF	\$ 2.50	\$ 36,805.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	14,733 SF	\$ 14.29	\$ 210,505.00
	FINAL PROJECT TOTAL	14,733 SF	\$ 209.81	\$ 3,091,172.79

Notes: Cost estimates are based on a) SEH historical construction data b) RS Means Square Foot & Facilities Construction 2015 cost data c) recent local contractor input. Costs assume 2016 construction bidding with 5% escalation.

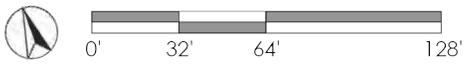
C₂

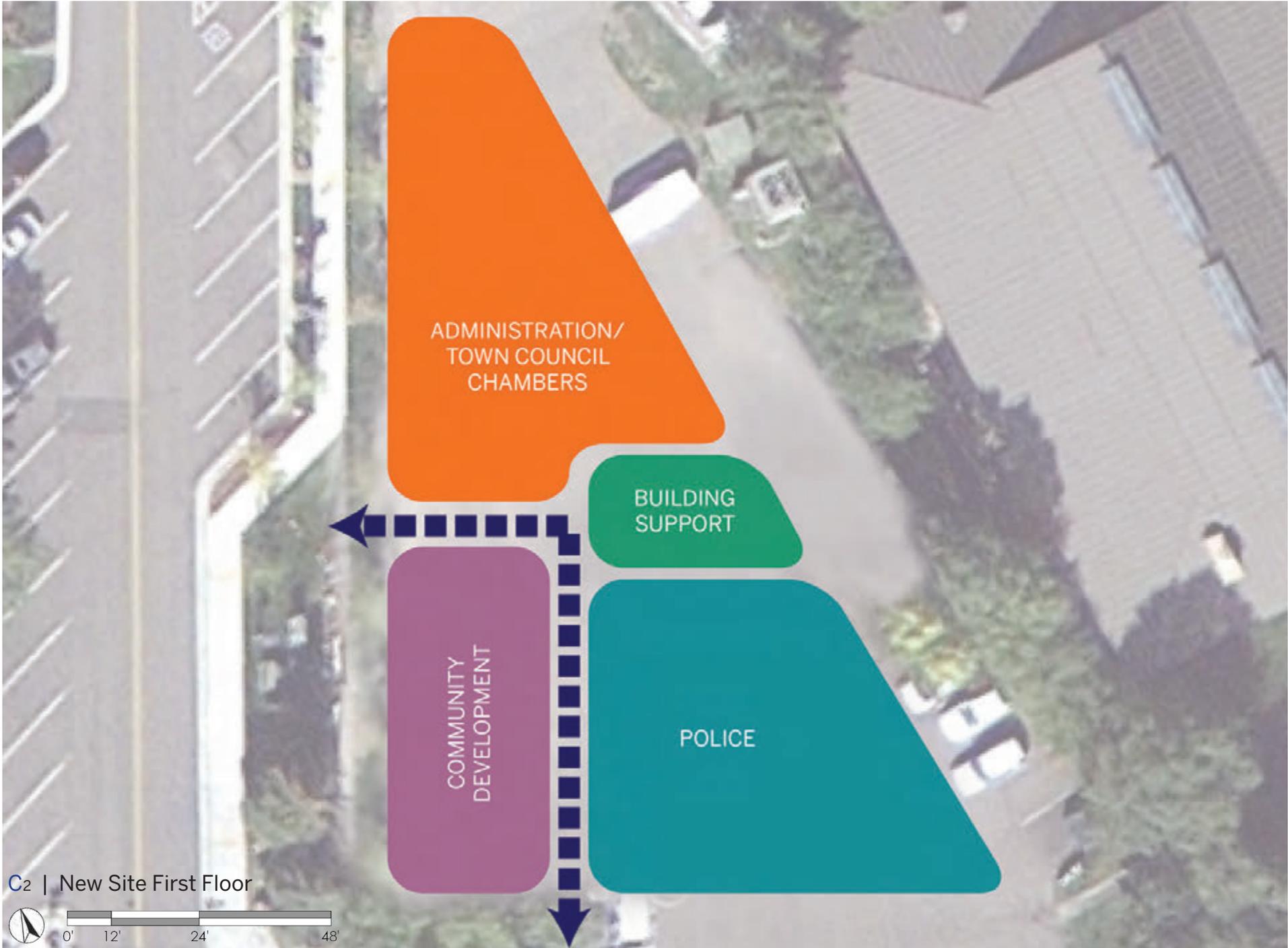
New Site Two-Story Construction: Town Hall & Police

Demolish the existing fire house and construct a new two-story above grade building on the Fire Department site to accommodate Town Hall departments and the Avon Police Department and their future space needs.



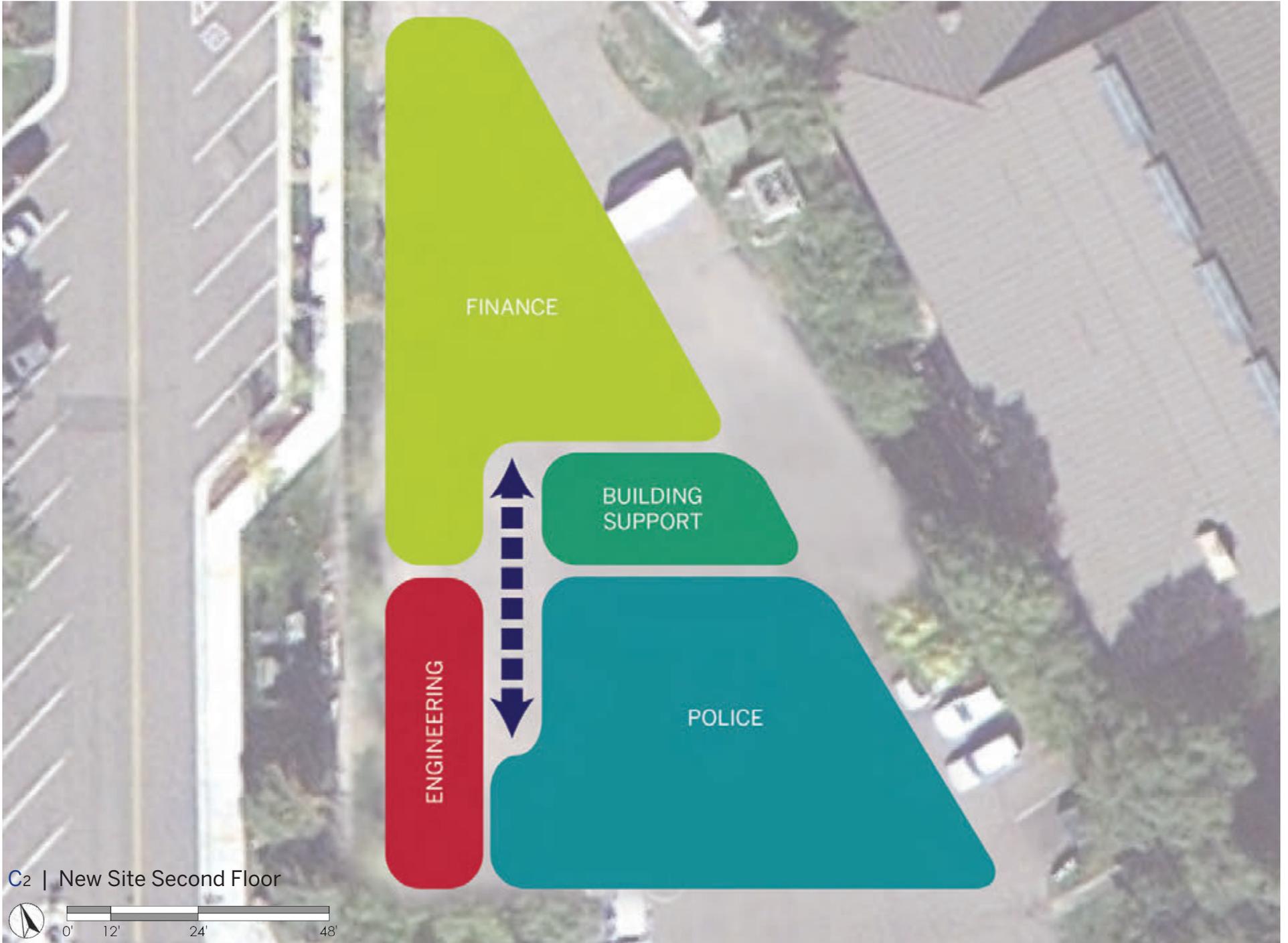
C2 | New Site



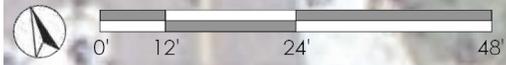


C2 | New Site First Floor





C2 | New Site Second Floor



C₂ | Cost Budget Analysis

Site Description

The existing firehouse building demolition requires removal of trees, vegetation and irrigation along with demolition all exterior concrete plaza, stairs and pavement areas and the remaining concrete infrastructure and underground piping systems presumed to be still in place from the former water treatment facility. Re-grading and landscaping along with new drainage systems and irrigation are required to accommodate the overall site reconfiguration and building construction area.

Architectural

The new building will meet all current energy and life safety codes. The anticipated building shell and structural systems will follow appropriate conventional wood frame and concrete foundation systems. The exterior design assumes wood, metal and glass systems and finishes that are long-lasting, durable and low maintenance to suit the context of downtown Avon. Assumed MEP and fire protection systems will be conventional and operationally cost effective.

Mechanical

Provide an estimated 70 tons of cooling and 730 MBH of heating to condition the space. The snowmelt system shall be added to the overall capacity of the boiler system in conjunction with a heat exchanger and zone controls. Zone

control within the building shall be limited to 3 offices per controller with corner offices and spaces used intermittently throughout the day on independent controllers. All air systems shall be controlled through variable frequency drives in order to meet the actual demand. All hydronic systems shall have multiple pumps and be controlled through variable frequency drives in order to meet the actual demand. Multiple pieces of equipment shall be provided for a level of redundancy.

Electrical

Electrical Distribution – It is estimated that a 1200 amp, 208 volt, 3-phase service will be required to serve a new 24,511 square foot facility. The main service disconnect will be required on the building's exterior located near the existing service equipment and utility transformer. The Main Distribution Panel (MDP) will be located at the basement level in a main electrical room. The estimated size of this room is 5'x8'. The main electrical room will also contain branch circuit panels for the general area. Several other branch circuit panels shall be located in other locations within the building to reduce costs of branch circuit wiring lengths and provide accessibility to the various building occupant organizations. Dedicated branch circuit panels shall be provided for:

- Communications systems (IT) for each department/entity
- Second level

- Finance and Administration

All equipment shall be bonded to a code compliant service grounding system. All panel boards and overcurrent protection devices shall be rated for the calculated available short circuit.

Lighting – An energy efficient lighting system with a focus on construction costs, operational and maintenance costs. The system will consist of LED and fluorescent lighting fixtures. The lighting design shall provide light levels as recommended by the Illumination Engineering Standards (IES) recommendation and light power density which complies with the latest International Energy Conservation Code (IECC). Lighting design will be developed around the architectural and interior design aspects and details. Egress illumination level for exit stairs shall be 10 foot candle average maintained and all other egress illumination levels shall be 1 footcandle average maintained. All exit and egress lighting shall have integral battery backup. Lighting control system shall consist of switching and occupancy sensors, with dimming where appropriate. The lighting control system shall be designed to be compliant with the current IECC.

Fire Alarm – A new addressable fire alarm system shall be provided to meet the minimum requirements of NFPA 72 (Fire Alarm Code), NFPA 101 (Life Safety Code), and Local Jurisdiction Amendments and requirements.

OPTION C2

A	Demolition	Units	Cost Per Unit	Sub-Total
	Existing Building			
	Foundation Demolition	500 LF	\$ 21.72	\$ 10,858.00
	Building Demolition	144,000 CF	\$ 0.49	\$ 70,272.00
	Misc. Demolition	72,000 CF	\$ 0.30	\$ 21,600.00
	Staff Relocation			
	Move out / move in	15,300 SF	\$ 2.00	\$ 30,600.00
	Sub-Total	10,000 SF	\$ 13.33	\$ 133,330.00
B	New Construction	Units	Cost Per Unit	Sub-Total
	First Floor			
	Police	5,405 SF	\$ 234.00	\$ 1,264,770.00
	Administration (incl. Court & Council Chambers)	4,000 SF	\$ 373.00	\$ 1,492,000.00
	Community Development	2,050 SF	\$ 234.00	\$ 479,700.00
	Building Support	800 SF	\$ 234.00	\$ 187,200.00
	Second Floor			
	Police	5,405 SF	\$ 234.00	\$ 1,264,770.00
	Finance	4,000 SF	\$ 234.00	\$ 936,000.00
	Building Support	2,050 SF	\$ 234.00	\$ 479,700.00
	Engineering	800 SF	\$ 234.00	\$ 187,200.00
	Sub-Total	24,510 SF	\$ 256.68	\$ 6,291,340.00
C	Site Improvements	Units	Cost Per Unit	Sub-Total
	Parking Surface	38,000 SF	\$ 4.99	\$ 189,612.40
	Landscaping			
	Sidewalks	1,520 SF	\$ 3.73	\$ 5,669.60
	Plantings	3,040 SF	\$ 3.97	\$ 12,053.60
	Green Space	10,640 SF	\$ 0.59	\$ 6,230.78
	Irrigation	15,200 SF	\$ 1.77	\$ 26,888.80
	Sub-Total	24,510 SF	\$ 9.81	\$ 240,455.18
			Subtotal Estimated Construction Cost	\$ 6,665,125.18
	General Contractor General Conditions		5%	\$ 333,256.26
			Total Estimated Construction Cost	\$ 6,998,381.44
D	Soft Costs		Cost Per Unit	Sub-Total
	General Contractor Fee		15%	\$ 999,768.78
	Permitting & Inspection		3%	\$ 199,953.76
	Architect/Engineering Fees Including Entitlements		10%	\$ 666,512.52
	Construction Contingency		10%	\$ 666,512.52
	Sub-Total	24,510 SF	\$ 103.34	\$ 2,532,747.57
	CONSTRUCTION & SOFT COST TOTAL	24,510 SF	\$ 375.76	\$ 9,209,926.35
E	FF&E	Units	Cost Per Unit	Sub-Total
	Furniture Systems			
	Court & Council Chambers	1 EA	\$ 100,000.00	\$ 100,000.00
	Offices	16 EA	\$ 2,250.00	\$ 36,000.00
	Workstations	30 EA	\$ 1,900.00	\$ 57,000.00
	Large Conference Room	1 EA	\$ 3,800.00	\$ 3,800.00
	Small Conference Rooms	3 EA	\$ 2,500.00	\$ 7,500.00
	Break-Out Furniture	2 EA	\$ 1,500.00	\$ 3,000.00
	Televisions/Display	8 EA	\$ 500.00	\$ 4,000.00
	Appliances			
	Refrigerator	2 EA	\$ 1,500.00	\$ 3,000.00
	Dishwasher	2 EA	\$ 400.00	\$ 800.00
	Microwave	6 EA	\$ 200.00	\$ 1,200.00
	Cabling/Low Voltage Wiring/IT	24,510 SF	\$ 2.50	\$ 61,275.00
	FURNITURE, FIXTURES & EQUIPMENT TOTAL	24,510 SF	\$ 11.32	\$ 277,575.00
	FINAL PROJECT TOTAL	24,510 SF	\$ 400.68	\$ 9,820,757.61

Notes: Cost estimates are based on a) SEH historical construction data b) RS Means Square Foot & Facilities Construction 2015 cost data c) recent local contractor input. Costs assume 2016 construction bidding with 5% escalation.

Space Needs Analysis by Department

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

SUMMARY		Current 2015			Programmed 2025 (2035 @ Police)			
Code	Department	Staff	SubTotal NSF	TOTAL NSF	Staff	SubTotal NSF	Total NSF	TOTAL
Administration								
1.1	Staff	5	1,027		8	1,039		
1.2	Support	-	1,728		-	1,650		
	Departmental Total	5	2,755	3,582	8	2,689	3,496	
Community Development								
2.1	Operations	8	1,076		10	782		
2.2	Support	-	793		-	620		
	Departmental Total	8	1,869	2,430	10	1,402	1,823	
Finance								
3.1	Staff	10	1,154		12	1,233		
3.2	Support	-	818		-	1,420		
	Departmental Total	10	1,972	2,564	12	2,653	3,449	
Engineering								
4.1	Staff	2	332		2	288		
4.2	Support	-	-		-	100		
	Departmental Total	2	332	432	2	388	504	
Police								
5.1	Transportation	-	442		-	500		
5.2	Prisoner Intake / Holding	-	388		-	510		
5.5	Support	2	1,692		3	3,100		
5.6	Officer Areas	18	1,161		25	2,820		
	Departmental Total	20	3,683	4,788	28	6,930	9,009	
Building Support								
6.1	Ancillary Functions	-	198		-	1,050		
6.2	Building Operations	-	-		-	600		
	Departmental Total	0	198	257	0	1,650	2,145	
Total Staff		45			60			
Total Net Square Footage			10,809	14,052		15,712	20,426	
Building Grossing Square Feet BGSF							120%	24,511

Building gross square footage multiplier (BGSF) includes: exterior envelope and structure, inter-departmental circulation, egress stairs, elevators, electrical rooms,

Space code designations: WS (workstation) CWS (counter workstation) PO (private office) ER (enclosed room) OA (open area) SA (secure outdoor)

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **1.0**
 Function/Area: **Administration**
 Sub-Area Code: **1.1**
 Sub-Area(s): **Operations**

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
1.1	Operations									Adjacency: Community Development, Finance, Engineering
1.1 1.00	Staff									
1.01	Town Manager	PO	225	1	1	228	1	1	225	Main Floor, easily found
1.02	Executive Assistant to Town Mgr./Asst Twn Mgr	PO	120	1	1	109	1	1	120	Immediately adjacent to Town Mgr
1.03	Community Relations Officer	WS	45	1	1	160	1	1	45	
1.04	Dpty Town Clerk	WS	200	1	1	297	1	1	200	1 person, many functions / shared space
1.05	Cashier	ER	80	-	-		-	1	80	Behind reception, lockable
1.06	Court-Town Clerk / Judge	PO	225	1	1	158	2	1	225	
1.07	Prosecutor/Town Atty	PO	144	-	1	75	2	1	144	
1.08	Mayor/City Council	PO	144	-	-		0	1	144	table with file cabinets/ Alternate space
1.09	Clerk (additional)	WS	45	-	-		0	1	45	New Hire
					Subtotal	1,027		Subtotal	1,039	
1.1 2.00	Support									
2.01	Council Chambers / Training	ER	1,200	-	1	1,532	-	1	1,200	Flexible training space
2.02	Chamber/Court Waiting, Community Meeting Rm	ER	300	-	-		-	1	300	Off court area, seats 30 people
2.03	Print/Copy/Mail Room	ER	150	-	2	196	-	1	150	Adjacent to reception/Town Clerk, shredder, large copier, office supply storage
					Subtotal	1,728		Subtotal	1,650	
1.1	TOTAL STAFF			5			8			
	Subtotal - Net Square Feet					2,755			2,689	
	Partition & Circulation Factor			30%		827			807	
	TOTAL NET SQUARE FEET					3,582			3,496	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **2.0**
 Function/Area: **Community Development**
 Sub-Area Code: **2.1**
 Sub-Area(s): **Operations**

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
2.1	Operations									Adjacent to Engineering, Admin, Public Works
2.1 1.00	Staff									
1.01	Community Development Manager/ Director	PO	144	1	1	155	1	1	144	
1.02	Building Official	WS	80	1	1	187	1	1	80	
1.03	Planner II	WS	60	1	1	180	1	1	60	
1.04	Dir. of Festivals/Special Events	PO	144	1	1	194	1	1	144	WS 45 w/in office for seasonal worker
1.05	Building Inspector	WS	60	-	-		1	1	60	Future Position
1.06	Long Range Planner	WS	60	1	1	180	1	1	60	WS - stand up option
1.07	Special Events - Seasonal	WS	45	1	1	180	1	0	0	Co-located in Dir. Of Festivals/Sp. Events
1.08	Flex Staff Workstation	WS	45	2	-		2	2	90	
1.09	Economic Initiatives Director	WS	144	-	-		1	1	144	
1.10	Building Permit Technician			-	-				0	Contract
					Subtotal	1,076		Subtotal	782	
2.1 2.00	Support									
2.01	Permit/Reception Room and Print / Copier	ER	150	-	1	262	-	1	150	wide format plotter / scanner combined unit - 6 ft wide, plus layout space by scanner, shared with Engineering, provide near layout table
2.02	Break out Meeting Room	ER	120	-	-		-	1	120	
2.03	Conference Room	ER	250	-	1	531	-	1	250	Shared between departments - Table 60" x 120"
2.04	Training	ER	0	-	-		-	0	0	Shared between departments
2.05	Flat File Storage	ER	50	-	1		-	1	50	
2.06	Seasonal special events stor.	ER	50	-	-		-	1	50	
					Subtotal	793		Subtotal	620	
2.1	TOTAL STAFF			8			10			
	Subtotal - Net Square Feet					1,869			1,402	
	Partition & Circulation Factor			30%		561			421	
	TOTAL NET SQUARE FEET					2,430			1,823	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **3.0**

Function/Area: **Finance**

Sub-Area Code: **3.1**

Sub-Area(s):

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
5.1	Operations									Secure office perimeter with card access Adjacent to all departments - Administration, purchasing,
5.1 1.00	Staff									
1.01	Assistant Town Manager	PO	225	1	1	176	1	1	225	Table with seating
1.02	Finance Mgr	PO	144	1	1	122	1	1	144	Filing space is important, many working documents
1.03	IT Administrator	WS	80	1	-		1	1	80	
1.04	Payroll Specialist	WS	80	1	1	122	1	1	80	Printing checks - shared, 10 SF within office for storage
1.05	Budget Analyst	WS	80	1	1	150	1	1	80	
1.06	Accounting Asst - Tax/Revenue	WS	80	1	-		1	1	80	Desktop Printer w/in secure area, many telephone conversations, meet w/public - location near reception
1.07	Accounting Asst - Purch	WS	60	1	-		1	1	60	Printing checks - shared
1.08	HR Generalist	PO	144	1	1	179	1	1	144	
1.09	HR Assistant	PO	120	1	1	136	1	1	120	Public meetings, filling out applications, etc.
1.10	Help Desk Technician	WS	80	1	1	160	1	1	80	Adjacent to Administration
1.11	IT Technician	WS	80	-	1	109	1	1	80	Future New hire
1.12	Admin Assistant	WS	60	-	-		1	1	60	Future New hire
					Subtotal	1,154		Subtotal	1,233	
5.1 2.00	Support									
2.01	Standing Fire Safe	OA	20	-	-		-	1	20	Standing fire safe 4'x4'
2.02	High Density storage	OA	50	-	1	54	-	1	50	Use current SF - 12'x4'
2.03	Central Printer/Copier/Scanner	ER	120	-	1	129	-	1	120	shredder, paper storage/supplies
2.04	Server Room	ER	120	-	1	107	-	1	120	General: wireless networking, 1-2 ethernet drops, power, no raised floor, not necessarily in Finance
2.05	Break out Meeting Room	ER	120	-	-		-	1	120	
2.06	Switch Room	ER	80	-	-		-	2	160	whichever floors data is not on, closet area
2.07	Storage - IT	ER	100	-	1	52	-	1	100	
2.08	Conference Room	ER	250	-	-		-	1	250	Connect with Finance and share with departments
2.09	Conference/Training	ER	480	-	1	476	-	1	480	Shared between departments - training for 15, smart TV (depends on size of room), mobile or multiple fixed monitors
					Subtotal	818		Subtotal	1,420	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **3.0**

Function/Area: **Finance**

Sub-Area Code: **3.1**

Sub-Area(s):

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
5.1	TOTAL STAFF			10			12			
	Subtotal - Net Square Feet					1,972			2,653	
	Partition & Circulation Factor			30%		592			796	
	TOTAL NET SQUARE FEET					2,564			3,449	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **4.0**

Function/Area: **Engineering**

Sub-Area Code: **4.1**

Sub-Area(s): **Operations**

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
4.1	Operations									Adjacent to Community Development
4.1 1.00	Staff									
1.01	Town Engineer	PO	144	1	1	198	1	1	144	
1.02	Engineer II	PO	144	1	1	134	1	1	144	
					Subtotal	332		Subtotal	288	
4.1 2.00	Support									
2.01	Conference Room	ER	250	-	-		-	0	0	Shared between departments
2.02	Storage	ER	50	-	-		-	1	50	
2.03	Filing	ER	50	-	-		-	1	50	2 stacks flat files
2.04	Printer	ER	50	-	-		-	0	0	Large format - shared with Comm. Development
2.05	Break	ER	0	-	-		-	0	0	
					Subtotal	0		Subtotal	100	
4.1	TOTAL STAFF			2			2			
	Subtotal - Net Square Feet					332			388	
	Partition & Circulation Factor			30%		100			116	
	TOTAL NET SQUARE FEET					432			504	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **5.0**
 Function/Area: **Police**
 Sub-Area Code: **5.1**
 Sub-Area(s): **Operations**

				Current 2015			Programmed 2035			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
5.1	Operations									
5.1 1.00	Transportation									
1.01	Vehicle Sallyport	ER	500	-	1	365	-	1	500	Tahoe w/4'-0" perimeter 26'x18' wall mounted pistol lockers
1.02	Pistol Lockers	OA	25	-	-		-	0	0	
					Subtotal	442		Subtotal	500	
5.1 2.00	Prisoner Intake / Holding									
2.01	Prisoner Intake / Intoxylizer	ER	150	-	1	214	-	1	150	Bench for 4 people, 10'-0" long, countertop, intoxylizer, fingerprint 1 Male, 1 Female, 10 prisoners each Separate from Adult holding - sight / sound isolated
2.02	Adult Holding Cell	ER	120	-	1	87	-	2	240	
2.03	Juvenile Holding Cell	ER	120	-	1	87	-	1	120	
					Subtotal	388		Subtotal	510	
5.1	TOTAL STAFF			0			0			
	Subtotal - Net Square Feet					830			1,010	
	Partition & Circulation Factor			30%		249			303	
	TOTAL NET SQUARE FEET					1,079			1,313	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **5.0**

Function/Area: **Police**

Sub-Area Code: **5.2**

Sub-Area(s): **Security**

				Current 2015			Programmed 2035			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
5.2	Police Security									
5.2 1.00	Officer Areas									
1.01	Chief of Police	PO	225	1	1	133	1	1	225	
1.02	Deputy Chief of Police	PO	175	1	1	189	1	1	175	with table
1.03	Patrol Sergeant	PO	120	2	3	105	3	3	360	1:5 supervisor ratio, 2 additional sergeants
1.04	Detective Sergeant	PO	120	1	1	170	1	1	120	
1.05	Detective	PO	200	1	1	199	2	1	200	Shared Office
1.06	Police Officers	WS	60	12	3	250	17	9	540	Based on population 2.6 officers/1000 people, 2/WS 4
1.07	Deputies' Locker Rm/Toilets	ER	600	-	2	115	-	2	1,200	Men (24), Women (6), flexible for future
					Subtotal	1,161		Subtotal	2,820	
5.2 2.00	Support									
2.01	Drawer Storage	OA	60	-			-	1	60	
2.02	Reception / Payment	ER	350	2	1	412	3	1	350	Bullet proof standup counter area (with ADA 30"), (2) WS45 away from window, shallow pass through standing; Mail slots Room off reception area
2.03	Fingerprinting area	ER	50	-			-	1	50	Room off reception area
2.04	Interview Room	ER	50	-	2	130	-	1	50	Off lobby
2.05	Evidence Room	ER	500	-	1	370	-	1	500	Evidence, Refrigerator, Lost and Stolen Bicycles
2.06	Workout space	ER	500	-			-	1	500	
2.07	Break Room	ER	200	-	1	65	-	1	200	4-5 people, refrigerator, microwave, cabinet
2.08	Storage Room	ER	270	-	1	42	-	1	270	Lockers, Officer Bicycle, Misc. Bulk Storage, Adjacent to Sally Port
2.09	Squad Room	ER	750	-	1	539	-	1	750	30 people, Can be shared in Court Room if stays together - 20 people@ 500 SF
2.10	Patrol Ready Room / Electronics and Restraint	ER	250	-	1	47	-	1	250	Radios, body worn cameras, electronic citation system, restraints
2.11	Armory	ER	120	-	1	87	-	1	120	
					Subtotal	1,692		Subtotal	3,100	
5.2	TOTAL STAFF			20			28			
	Subtotal - Net Square Feet					2,853			5,920	
	Partition & Circulation Factor			30%		856			1,776	
	TOTAL NET SQUARE FEET					3,709			7,696	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **6.0**

Function/Area: **Building Support**

Sub-Area Code: **6.1**

Sub-Area(s): **Ancillary Functions**

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
6.1	Ancillary Functions									Super green, insulated, passive solar, materials matter, LEED-like "How we use the building needs to be thoughtful"
6.1 1.00	Main Lobby									
1.01	Lobby	OA	200	-	-		-	1	200	Visitor/Welcome Area, art gallery, public information desk
1.02	Restrooms	ER	160	-	-		-	2	320	
					Subtotal	0		Subtotal	520	
6.1 2.00	Meeting Rooms									
2.01	Staff Breakroom	ER	300	-	1	198	-	1	300	microwave, coffee maker, refrig., water cooler, dishwasher, micro. oven, table w/(6) chairs, (2) side chairs
2.02	Bike Storage	ER	150	-	-		-	1	150	
2.03	Unisex Shower	ER	80	-	-		-	1	80	
					Subtotal	198		Subtotal	530	
6.1	TOTAL STAFF			0			0			
	Subtotal - Net Square Feet					198			1,050	
	Partition & Circulation Factor			30%		59			315	
	TOTAL NET SQUARE FEET					257			1,365	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **6.0**
 Function/Area: **Building Support**
 Sub-Area Code: **6.2**
 Sub-Area(s): **Building Operations**

				Current 2015			Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Units	SubTotal NSF	Staff	Units	SubTotal NSF	Comments
6.2	Building Operations									
6.2 1.00	Support Spaces									
1.01	Loading / Receiving	ER	100	-	-		-	1	100	
1.02	Refuse/Recycle Staging	ER	100	-	-		-	1	100	
1.03	Mechanical Air Handler Rooms	ER	400	-	-		-	1	400	distributed on floors per building layout
1.04	Mechanical Central Plant	SA	2,000	-	-		-	0	0	chiller / pumps - cooling tower in open
1.05	Main Electrical Service	ER	200	-	-		-	0	0	
1.06	Covered Vehcile Drop-off	SA	500	-	-		-	0	0	not part of building area / part of exterior construction
					Subtotal	0		Subtotal	600	
6.2	TOTAL STAFF			0			0			
	Subtotal - Net Square Feet					0			600	
	Partition & Circulation Factor			30%		0			180	
	TOTAL NET SQUARE FEET					0			780	

Avon Town Hall and Police Space Needs Analysis | 10 July 2015

Program Code: **7.0**

Function/Area: **Parking**

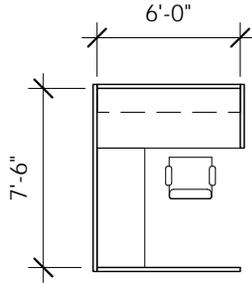
Sub-Area Code: **7.1**

Sub-Area(s): **Parking**

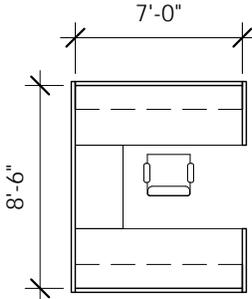
				Current 2015	Programmed 2025			
Component Number	Staff/Component Description	Space Code	Unit NSF	Staff	Staff	Units	SubTotal NSF	Comments
7.1	Parking							
7.1 1.00	Parking							
1.01	Town Hall Staff Parking	OA	350	-	-	0	0	
1.02	Police Parking	OA	350	-	-	28	9,800	Police operations (18) and Public (10) spaces
						Subtotal	9,800	
7.1	TOTAL STAFF			0	0			
	Subtotal - Net Square Feet						9,800	
	Partition & Circulation Factor			0%			0	
	TOTAL NET SQUARE FEET						9,800	

Office Standards

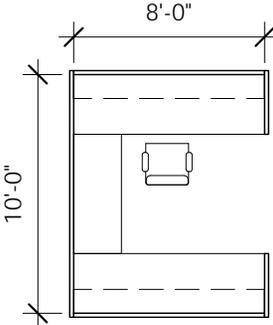
Work Stations



Work Station 45 - WS 45
 Area: 45 NSF
 Dimensions: 7'-6" x 6'-0"
 Description: Small
 Comments: 30" Work surface depth
 24" Return depth

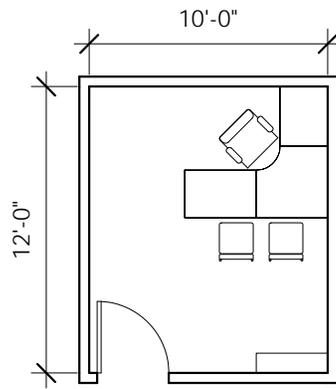


Work Station 60 - WS 60
 Area: 60 NSF
 Dimensions: 8'-6" x 7'-0"
 Description: Medium
 Comments: 30" Work surface depth
 24" Return depth



Work Station 80 - WS 80
 Area: 80 NSF
 Dimensions: 8'-0" x 10'-0"
 Description: Large
 Comments: 30" Work surface depth
 24" Return depth

Private Offices



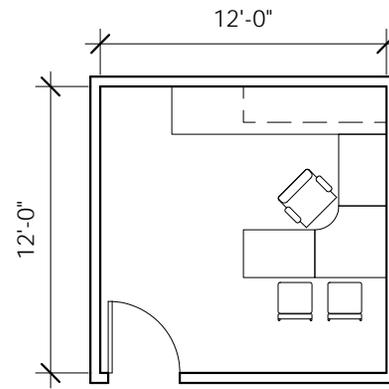
Private Office 120 - PO 120

Area: 120 NSF

Dimensions: 10'-0" x 12'-0"

Description: Standard

Comments: Acoustical Separation / TBD
30" Work surface depth



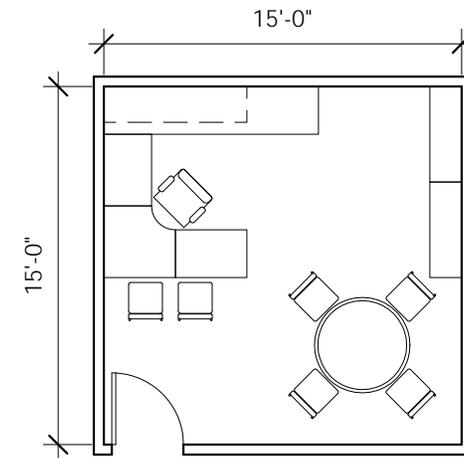
Private Office 144 - PO 144

Area: 144 NSF

Dimensions: 12'-0" x 12'-0"

Description: Manager

Comments: Acoustical Separation / TBD
30" Work surface depth



Private Office 225 - PO 225

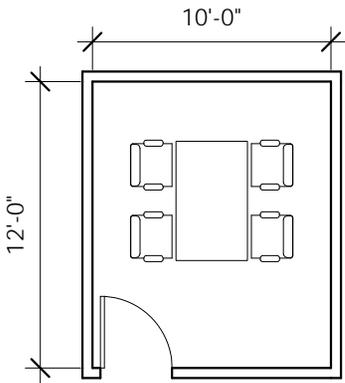
Area: 225 NSF

Dimensions: 15'-0" x 15'-0"

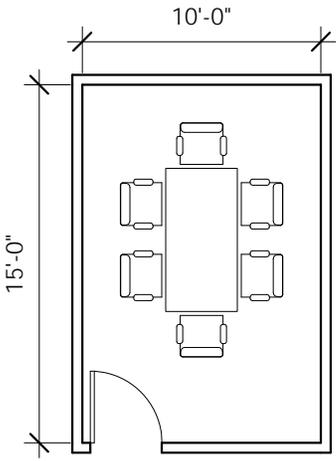
Description: Executive

Comments: Acoustical Separation / TBD
30" Work surface depth
16" x 48" Shelves

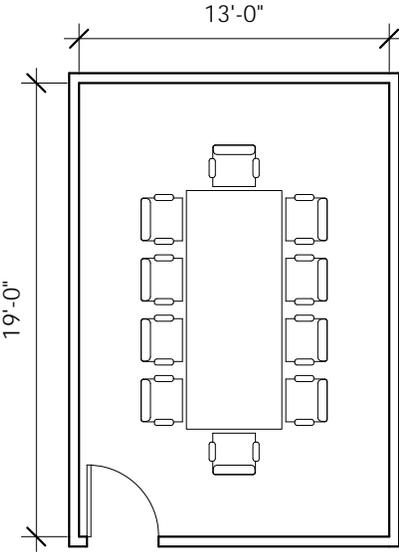
Meeting Rooms



Meeting Room 120 - MR 120
 Area: 120 NSF
 Dimensions: 10'-0" x 12'-0"
 Description: Meeting room / 4 people
 Comments: Acoustical separation,
 36" x 60" table

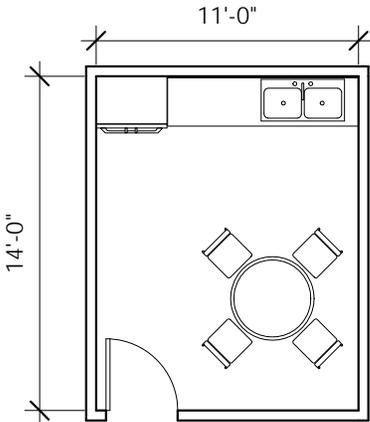


Meeting Room 150 - MR 150
 Area: 150 NSF
 Dimensions: 10'-0" x 15'-0"
 Description: Small conference / 6 people
 Comments: Acoustical separation,
 36" x 72" table

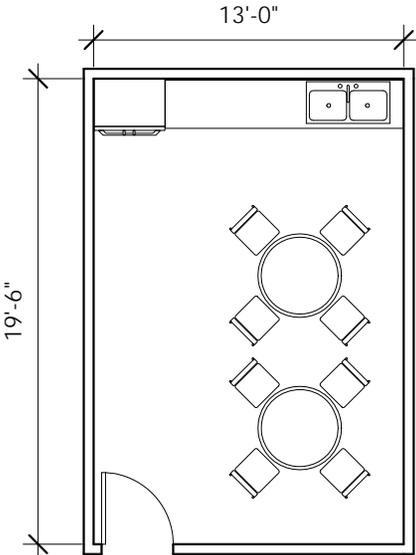


Meeting Room 250 - MR 250
 Area: 250 NSF
 Dimensions: 13'-0" x 19'-0"
 Description: Large conference / 10 people
 Comments: Acoustical separation,
 48" x 120" table

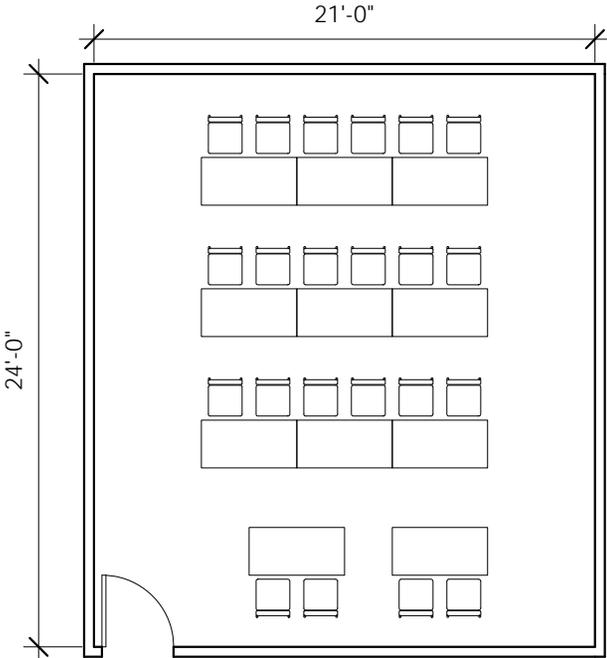
Enclosed Rooms



Enclosed Room 150 - ER 150
 Area: 150 NSF
 Dimensions: 11'-0" x 14'-0"
 Description: Small break room
 Comments: Sink, counter area, table seating, refrigerator, 42" round table



Enclosed Room 250 - ER 250
 Area: 250 NSF
 Dimensions: 13'-0" x 19'-6"
 Description: Large break room
 Comments: Sink, counter area, table seating, refrigerator, 42" round tables



Enclosed Room 500 - ER 500
 Area: 500 NSF
 Dimensions: 21'-0" x 23'-0"
 Description: Training room
 Comments: Acoustical separation, seating for 18-20, 24" x 48" tables

