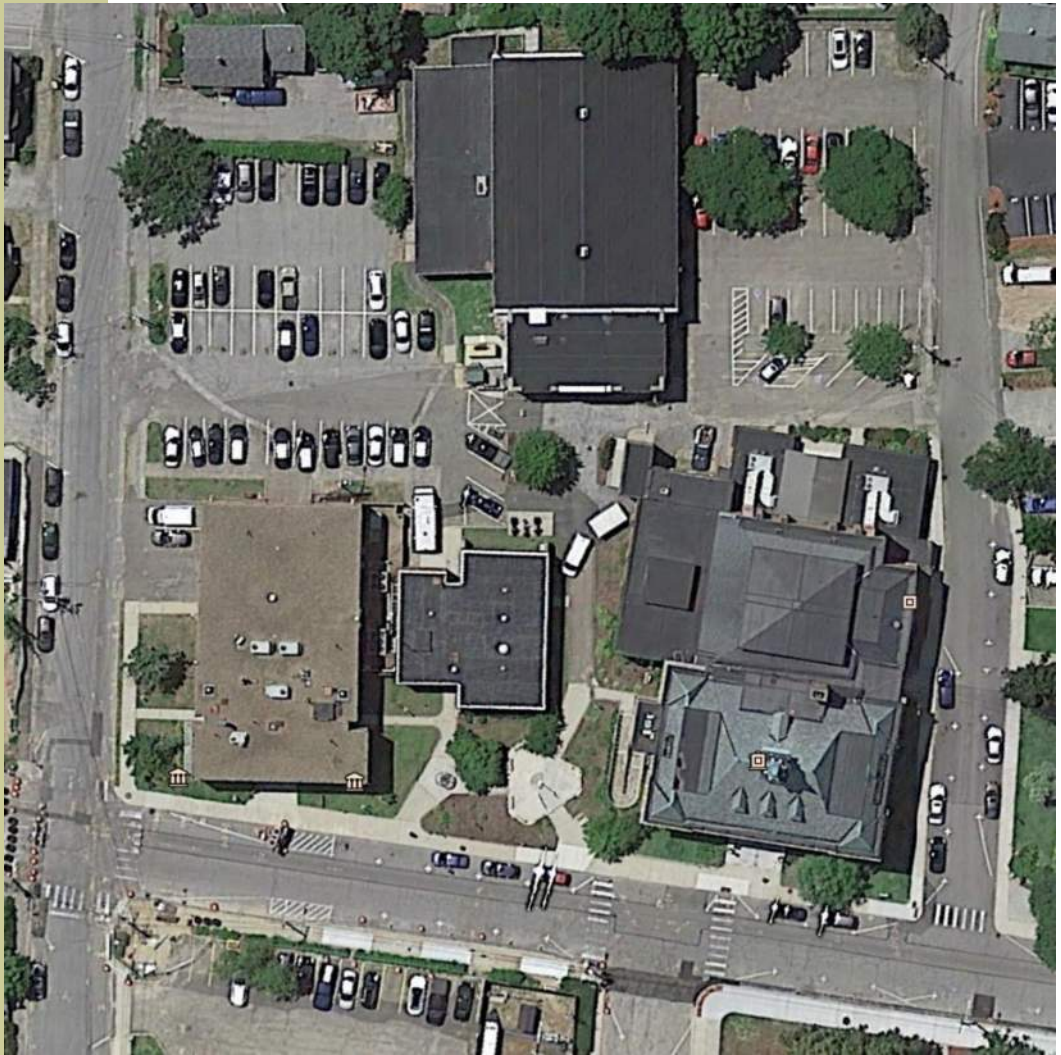


TURNER  
GROUP



27 Locke Road  
Concord, New Hampshire  
03304  
603/228-1122  
[www.HLTurner.com](http://www.HLTurner.com)

## **CONCORD POLICE DEPARTMENT— SPACE ANALYSIS**

CONCORD, NEW HAMPSHIRE  
PROJECT NO 5099

July 15, 2021



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

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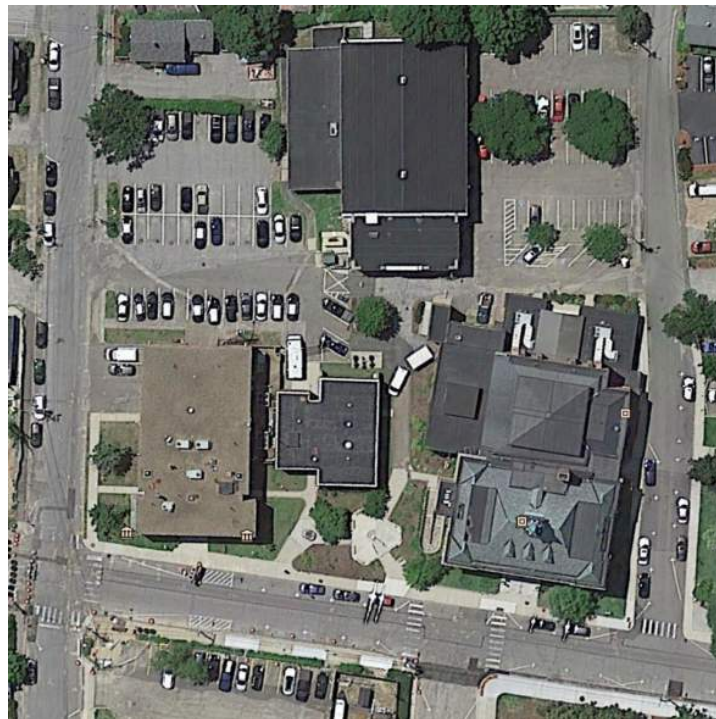
## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 1 OVERVIEW

#### *General*

The Turner Group (TTG) was retained by the Concord Police Department to prepare a space analysis of the police department facility. The intent of the analysis is to evaluate the existing building and spaces against The Commission on Accreditation for Law Enforcement Agencies (CALEA) standards, reviewing department processes and spatial adjacencies for adequacy, safety and potential growth. Planning options are provided for optional sites in Concord and a renovation of the existing facility. This report will aid in understanding if the existing facility can be renovated to meet the needs of the Concord Police Department for the next thirty years.

The narrative that follows is based on observations made during site visits in December of 2020 by TTG architects and structural engineers. A destructive investigation was not conducted during the site visits. Interior photographs were not taken as part of this report in order to preserve station security. A facility condition assessment was completed in September of 2020 by TTG.



**Overall Building Site Aerial View**



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### BUILDING AREA SUMMARY

| Lower Level | First Floor | Second Floor | Third Floor | Total     |
|-------------|-------------|--------------|-------------|-----------|
| 2,520 sf    | 6,830 sf    | 5,610 sf     | 6,830 sf    | 21,790 sf |

#### *Historical Perspective*

The original building was constructed in 1975 as a two-story structure with a partial lower level and partial third floor. The original building was designed with minimal office space. In 1986 a third-floor addition was constructed over the sallyport mezzanine to house offices of the fire department administration. In 2001, the fire department offices were turned over to the police department to accommodate their growing department.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 2 EXECUTIVE SUMMARY

#### *General*

The original building was constructed in 1975 as a two-story structure with a partial lower level and partial third floor. The original building was designed with minimal office space. In 1986 a third-floor addition was constructed over the sallyport mezzanine to house offices of the fire department administration. In 2001, the fire department offices were turned over to the police department to accommodate their growing department. The department consists of 88 sworn personnel, 18 full time civilian staff and five part time civilian staff. The day shift consists of 45 to 50 personnel. The count of 88 sworn personnel is typical of cities of comparable size to Concord.

#### *Site*

1. The building is located at 35 Green Street in Concord, NH on the corner of School Street to the south and Prince Street to the north. The facility is part of the City of Concord Complex comprised of four buildings, the Town Hall and City Auditorium, the Green Street Community Center, the City Hall Annex and the Police Department, all located on the east side of the block.

#### *Building Code*

1. The building utilizes the original 1975 stairs for vertical circulation. The stairs are designed to minimum dimensions and do not meet current codes.
2. The designed stair egress remoteness or proximity to each other meet present building code minimum requirements, however, on the third floor a third stair added to the west side of the building would increase building safety.
3. The existing elevator cab size does not meet accessibility codes.

#### *Fire Suppression and Protection*

1. The building meets fire suppression requirements.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### *Spatial Observations & Recommendations*

1. In general, the existing spatial adjacencies and limitations in the building are a safety concern for staff and detainees.
2. The sallyport is shared with vehicle and personnel storage spaces and this is a safety concern when transferring detainees through the space. If a detainee or suspect were to break free they could endanger other staff in the space.
3. The transfer of detainees to the booking area is a safety concern. The booking area is located in the basement of the building. Detainees must be escorted through the first floor to a small elevator to be moved down stairs. Detainees pass by the entrance to the men's locker room on the way to the booking area, possibly surprising officers coming out of the locker room.
4. The booking area design creates safety concerns which impair detainee observation.
5. The lower level has moisture and air circulation issues. It was reported that flooding has occurred in the past.
6. The public lobby is too small and a public restroom has not been provided.
7. The dispatch room is small and a supervisor's office is required. Restroom facilities should be provided within the suite.
8. The location of the first-floor interview room is not private and should be located in a semi secure area to reduce public interactions with the majority of the staff.
9. The existing corridors in the building are narrow and presents a safety concern when escorting the public or detainees.
10. Patrol reporting office space is too small for the number of officers typically on duty.



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

11. The women's locker room is too small for the number of officers. It's location, directly adjacent to the staff fitness room creates a privacy concern. The fitness room is also directly above the dispatch area and causes noises in the dispatch area.
12. Spaces providing services to youth, juveniles and domestic issues are very remote from the public entry.
13. The evidence storage space is woefully inadequate. The space has been provided on a second-floor mezzanine, and is not sufficiently secure. The space is not walled and must be separated from the rest of the building for security and safety. All station evidence storage spaces are overloaded and require additional space due to the length of time evidence must be held.
14. The majority of the restrooms in the building are not ADA compliant (handicapped accessible).
15. The detective suites are too small for the number of staff making it difficult to maintain privacy between cases.
16. The computer crimes office is insufficient for the number of staff and the work flow within the suite. The heat load of the computer equipment puts large demands on the HVAC system making the space very uncomfortable.
17. The large conference room/training room is undersized for a majority of the groups that utilize the space. The space is also remote from the public entrance causing a concern when public groups are invited to different events.



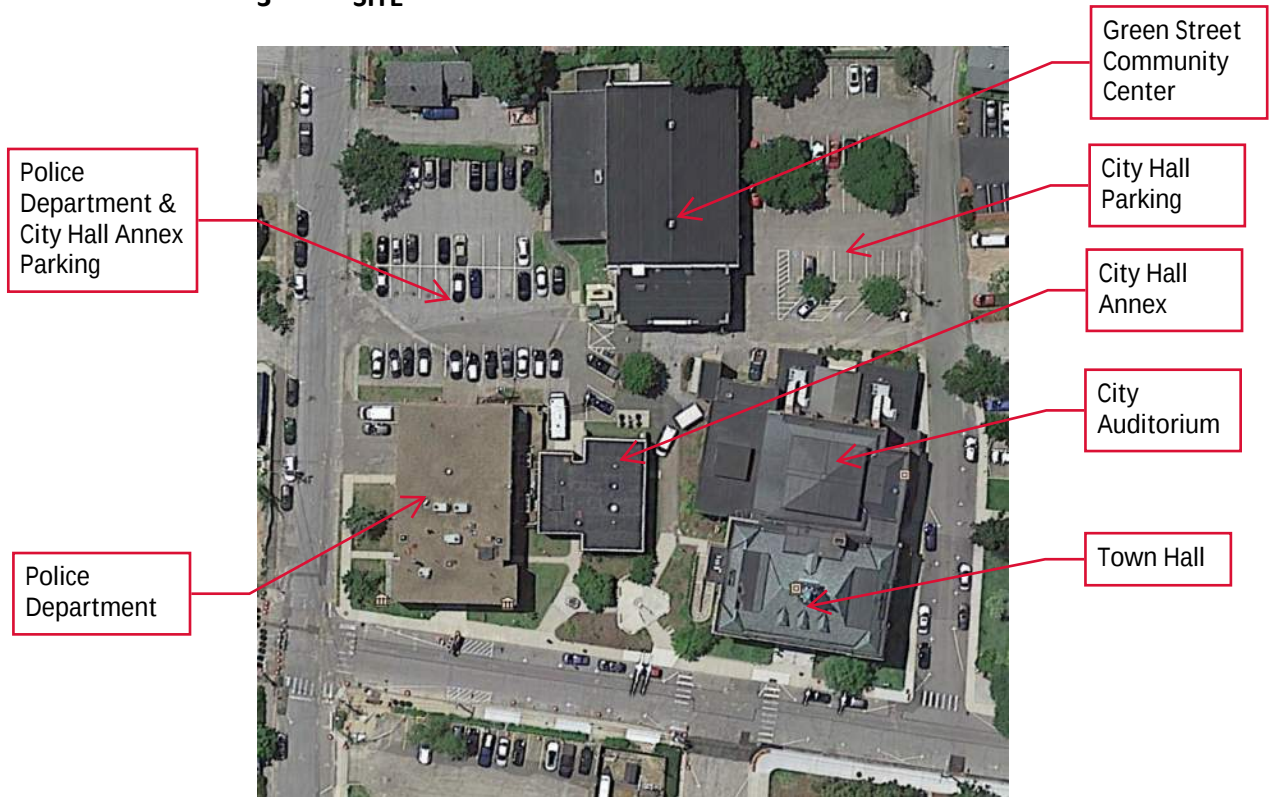
## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

### *Recommendations*

1. The issues with space organization and adjacencies in the building are so significant that the existing facility requires a full renovation or the department should be relocated to a new building and site. The existing building can no longer support the department and staff or the anticipated future growth.

## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 3 SITE



#### *Existing Site Conditions*

The building is located at 35 Green Street in Concord, NH on the corner of School Street to the south and Prince Street to the north.

The facility is part of the City of Concord Complex comprised of four buildings, the Town Hall and City Auditorium, the Green Street Community Center, the City Hall Annex and the Police Department, all located on the east side of the block. The west side of the block contains seven residential buildings and associated parking.

The police department lobby and public entrance face Green Street. The south side of the police department has sallyport and vehicle repair bay access off of School Street. To the west of the building is a 47-space parking lot that contains squad car parking, incident command vehicle parking, department employee parking, and 10 parking spaces for City Hall Annex employees.



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

The existing parking lot is unable to serve all of the department staff.

Two incident command vehicles are tall, require charging, and are parked in uncovered space requiring roof snow removal during the winter. Also, during the winter snow storage reduces the capacity of the parking lot. There are adjacent residential properties to the west of the parking lot.

The sallyport located off of School Street results in squad cars and repaired vehicles having to back onto the street to leave, which is a safety issue with traffic and pedestrians on the sidewalk.

To access other buildings in the complex from School Street pedestrians traverse the department parking lot, causing a safety issue between quick moving vehicles and pedestrians. This is also an issue when squad cars attempt to access school street during an emergency response.

The Concord Planning Regulations and zoning code indicate a fifteen-foot building setback along School Street.

### ***Recommendations***

- A. Research possibilities of revising existing property or acquiring additional property to provide additional space for building addition and/or parking.
- B. Research acquiring additional parking in nearby satellite parking lots for department staff.
- C. Relocate police department to new location to meet the programmatic space requirements for building, parking and service. As part of the planning research TTG performed a cursory review of available building sites near the center of the city. The number of sites available to accommodate the police department in close proximity to downtown large enough for the space program is very limited. Three possible locations were identified.
  - 1. Existing City of Concord Site, lot 6 Terrill Park Drive, Lot 754/Z 6



### **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

2. 161 North State Street, Lot 65/2/1, across intersection from Concord Fire Communications Center.
3. Portion of 108 Old Turnpike Road, Lot 751/Z 12, presently owned by Banks Chevrolet.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 4 ARCHITECTURAL AND CODES

#### *Building Codes*

##### **General**

The New Hampshire State Building Codes effective September 1, 2019 and July 1, 2016 are as follows:

New Hampshire building code or state building code adoption September 1, 2019 by reference of the:

- International Building Code 2015 (IBC)
- International Existing Building Code 2015 (IEBC)
- International Plumbing Code 2015 (IPC)
- International Mechanical Code 2015 (IMC)
- International Energy Conservation Code 2015 (IECC)
- National Electric Code 2017 (NEC)

New Hampshire fire code or state fire code adoption July 1, 2016 by reference of the:

- NFPA 101 Life Safety Code, 2015 Edition

As amended by the state building code review board and ratified by the legislature in accordance with RSA 155-A: 10, per 155-A: 2 State Building Code.

All buildings, building components, and structures constructed in New Hampshire shall comply with the state building code and state fire code. The construction, design, structure, maintenance, and use of all buildings or structures to be erected and the alteration, renovation, rehabilitation, repair, removal, or demolition of all buildings and structures previously erected shall be governed by the provisions of the state building code.

To the extent that there is any conflict between the state building code and the state fire code, the code creating the greater degree of safety shall take precedence.



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

### **Accessibility Standards**

New Hampshire Architectural Barrier Free Committee has adopted the 2010 ADA Standards as the NHAB code. On March 15, 2012 the US Department of Justice stated that the 2010 ADA Standards for Accessibility shall be used.

Applicable standards are as follows:

2010 ADA Standards

2015 International Building Code (IBC) Chapters 10 & 11

2003 ICC/ANSI A117.1 Accessible and Usable Buildings and Facilities

### *Construction Type & Occupancy*

Both the state building code and fire code classify the building as mixed use of:

Existing Business (B): offices

Existing Storage (S-2): vehicle, storage and accessory mechanical spaces

Existing Assembly (A): meeting and fitness spaces. These spaces can be classified as accessory to the main occupancy due to their limited areas.

See attached option floor plans for space descriptions.

### *Fire Protection System*

The building is fully sprinkled with a fire department connection for the entire facility. Corridors in a sprinkled (B) Business use building are not required to be fire rated.

### *Building Egress Components*

The general egress components of the building have been provided. However, the stair arrangement and remoteness of the stairs to the third floor could be improved with a stair added on the west side of the building. If the two third floor east corridor doors are blocked the only egress option is a window. This is an unsafe condition in the event of emergency, however as exists it does meet the building code.



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

### *Arrangement of Means of Egress*

#### **Remoteness of Exits**

##### **Section 7.5.1.3.3**

*In buildings protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7, the minimum separation distance between two exits, exit accesses, or exit discharges, measured in accordance with 7.5.1.3.2, shall be not less than one-third the length of the maximum overall diagonal dimension of the building or area to be served.*

#### *Recommendation*

Add a stair on the west side of the building.

## **NFPA 101 LIFE SAFETY CODE**

#### **Travel Distance**

##### **Section 39.2.4 Travel Distance to Exits**

*Travel distance shall not exceed 300 ft in business occupancies protected throughout by an approved, supervised automatic sprinkler system in accordance with 9.7.*

#### *Recommendation*

Existing facility meets travel distance requirements.

#### **Stairs**

Presently there are two existing egress stairs on the east side of the building and a mezzanine stair from the sallyport up to the evidence storage mezzanine.

#### *Recommendation*

Review the existing stairs for dimensional conformity to the building codes regarding existing stairs.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### *Arrangement of Means of Egress*

#### **Stair Dimensional Criteria**

Refer to floor plans for stair identification.

##### Section 7.2.2.2.1.1

Stairs shall meet the following criteria:

(2) Existing stairs shall be permitted to remain in use, provided that they meet the requirements for existing stairs shown in Table 7.2.2.2.1.1 (b).

| Stair | Width | Riser | Tread     | Handrail Hgt | Guardrail Hgt | Balluster Dim | Compliant | Remarks                |
|-------|-------|-------|-----------|--------------|---------------|---------------|-----------|------------------------|
| A     | 3'-4" | 7.75" | 10" - 17" | 2'-10"       | 3'-2"         | Solid Wall    | Not Guard | Winder Treads          |
| B     | 3'-8" | 7.75" | 11"       | 2'-10"       | 2'-6"         | Solid Wall    | Not Guard | Handrail Only One Side |
| C     | 3'-4" | 7.75" | 10" - 17" | 2'-10"       | 3'-2"         | Solid Wall    | Not Guard | Winder Treads          |
| D     | 3'-8" | 7.75" | 11"       | 2'-10"       | 2'-6"         | Solid Wall    | Not Guard | Handrail Only One Side |

### *Recommendation*

Existing stairs should be updated to meet handrail dimensional criteria.

## **INTERNATIONAL BUILDING CODE (IBC)**

### **Accessible Means of Egress**

Section 1007.1 Accessible means of egress required

*Accessible means of egress shall comply with this section. Accessible spaces shall be provided with not less than one accessible means of egress. Where more than one means of egress are required by Section 1015.1 or 1021.1 from any accessible space, each accessible portion of the space shall be served by not less two accessible means of egress.*

*Exceptions:*

*(1) Accessible means of egress are not required in alterations to existing buildings.*

### *Recommendation*

Accessible means of egress shall be provided by a new accessible elevator. Any new added stairs should meet accessible egress dimensions.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 5 SPATIAL OBSERVATIONS

#### *Personnel*

1. The department consists of 88 sworn personnel, 18 full-time civilian staff, and five part-time. The civilian staff provide support in the reception, dispatch, records, evidence, CSA Office, ACERT Office and administration. The day shift consists of 45 to 50 personnel. The count of 88 sworn personnel is typical of cities of comparable size to Concord. The civilian staff is likely to grow to 20 - 25% or 18 to 20 persons.

#### *Lower Level*

1. The men's locker room accommodates 60 smaller lockers and has been renovated once since 1975. The associated restrooms are dated. The air quality in the restroom and locker room is poor. Flooding has occurred previously in the space. Lockers are undersized for the current amount of equipment officers are required to wear. Boots and bulletproof vests are drying in the space and affecting the air quality. Lockers do not have equipment charging systems.
2. The booking area is located on the lower level, and remote from the sallyport, requiring detainees to be escorted through the station down to the lower level. This is a hazardous situation for officers, employees, and detainees.
3. The booking area is arranged in a dangerous manner with a fixed center console. Unruly detainees could become injured on the console while being brought under control. The booking area does not have an interview space for attorneys or bail commissioners; space should be provided to increase security and reduce escorting of detainees through the station. Sobriety checks are presently held in the locker room corridor outside the booking area; a more secure space should be provided.
4. The booking and holding cells are antiquated and removed from observation. The area lacks a detainee-accessible restroom and shower area. The toilet fixture in the booking area should have a remote flush for officers to ensure evidence is not flushed away.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### *First Floor*

1. The existing lobby accommodates reception and records requests. The space is presently too small and lacks a visitor restroom, requiring visitors to be escorted to a restroom in a secure area. The lobby should be enlarged. An ADA compliant visitors' restroom should be provided.
2. The watch commander area needs an additional station. The small armory room and file space are adequately sized. There is a daily distribution room adjacent to watch command that acts a document pick up station for officers arriving for duty, this space is adequate but could be better arranged and utilized.
3. The existing interview room is too small and located in a secure area. The space should be enlarged and be located in a semi-secure area. Additional interview rooms should be provided through the facility.
4. The existing corridors are narrow and should be enlarged to allow for a two-person detainee escort. This condition could be alleviated or reduced with a booking area directly adjacent to the sallyport.
5. The dispatch area is limited and without a dispatch supervisor's office. Lockers and the kitchen are within the dispatch space. The space is adequately sized for the present dispatch stations. The adjacent spaces should be reconfigured to provide a directly adjacent supervisor's office, locker room, restroom and kitchenette.
6. The existing single male and female restrooms on the first floor are antiquated and shared with visitors. The restrooms should be updated, enlarged, and ADA compliant. Separate restrooms should be provided for visitors.
7. The existing records room location and size are adequate for the station's needs. The space has four work stations and growth of this space is not anticipated.



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

8. The computer server room is located along the detainee escort path between the sallyport and the booking area and should be located in a more secure area.
9. The sallyport is located in the main garage space where vehicles are stored and repaired. This is a dangerous condition for officers, employees, and detainees.

The sallyport also contains the following spaces and directly adjacent spaces accessed from the sallyport:

- a. Community vehicle parking
- b. Bearcat vehicle parking
- c. Bicycle and motorcycle parking
- d. Vehicle repair bay
- e. Repair Supervisor's Office
- f. Vehicle repair storage
- g. Department armory
- h. Parking locker room and repair room
- i. SWAT storage room
- j. Officer patrol bag area
- k. Officer paperwork area
- l. Officer coat rack
- m. Temporary evidence storage area
- n. Traffic equipment storage room
- o. Officer briefing room

The sallyport should be separated from all of these spaces for safety with only a single locked access to the garage and direct access to the booking area.

### **Second Floor**

1. The patrol office is too small and located remotely from other officer functions. The space has a small number of report stations and an evidence processing area. The space should be enlarged to house ten report stations with a printer station. The evidence processing area should be directly adjacent to the evidence room. In general, patrol functions are separated



## **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

by the building floor size limitations. All patrol functions should be combined on the same floor level and adjacent.

2. The parking office is adequate for the function with assistant office and director office. Parking locker room should be closer to office.
3. The fitness space is located directly adjacent to the women's locker room and directly above the dispatch area, causing noise in the dispatch space. The direct adjacency to the women's locker room is uncomfortable for female officers. The fitness space should be in a separated remote location, near locker rooms, but not directly adjacent.
4. The women's locker room has been configured out of leftover office spaces and is in need of additional lockers and restroom/shower space. There are presently 16 lockers and that should be increased to 40. The space has limited the number of female staff who are able to utilize the locker room. Some lockers were placed in the shower limiting the use of the shower.
5. The ACERT office for at-risk juveniles' space is large enough, but the space should be located closer to the public lobby in a semi-secure space. Presently the space is too deep into the secure areas. Space also serves as child care space on occasion for victims or suspects during interviews or questioning.
6. Uniform storage and changing space should be located closer to locker room spaces. The space is presently too small and should be increased by 30 percent. Changing room should be provided.
7. The community service aid office presently doubles as the uniform changing room. A 120 square foot office should be provided and relocated closer to the patrol function.
8. The restroom on the second floor is too small and should be redesigned to accommodate ADA accessibility requirements.
9. The staff kitchen off the second-floor rear mezzanine is small, dark, and not inviting.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

10. The storage area on the second-floor mezzanine is inefficient and should be divided and spread throughout the building to the different departments. Paper storage for each of the building printer location should be added as well.
11. Evidence storage on the second-floor mezzanine is constructed as a wood-framed wire cage. As a storage space, it should be separated from the rest of the building with noncombustible walls, floor, and ceiling. The space has an inadequate HVAC system and lighting. It was reported that the space size might be adequate if department was able dispose of 80,000 to 100,000 pieces of evidence. An evidence processing space should be added for patrolman processing of evidence in a secure location, fume hood for processing drugs or chemical and a two-sided evidence lockers for proper processing and receipt of evidence. Additional space will be required for a recommended evidence drying chamber and large evidence refrigerator.
12. The firearms evidence storage is overloaded. The space should double in size and made part of the full evidence processing and storage space.
13. The radio control room adequate in size. It would be a costly effort to relocate the space, so it should remain in this location. Additional space for the radio room or boiler room could be acquired from the removal of the break room between them.

### *Third Floor*

1. Note that all third floor spaces have reported that the existing HVAC system cannot keep up with the cooling loads required during the summer season.
2. Front office suite area and room sizes are adequate. File cabinets could be more secure. Space is compromised by stair tower access from the west side of the building. A conference room should be provided closer to command staff with space for 12 to 15 occupants.
3. Third floor restrooms were recently renovated in 2018. Portions of the renovations do not meet ADA accessibility requirements; additional renovation is not recommended. The solution to the accessibility code



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

issues would be to provide one or two accessible single restrooms adjacent to the existing restrooms or somewhere else on this floor.

4. The large conference/training room is not substantial enough for training groups and the space is too remote from the building entrance for visiting groups. The space also functions as a command center and should provide space for 25 to 30 occupants. We recommend providing a new larger training room on the first floor closer to the building entrance or with a separate secure entrance. To service the command center, this space should be near or adjacent to watch command space.
5. The money and valuables vault location should be increased by 500%. The location of the vault can remain with the administrative suite or as part of a full evidence storage area.
6. The existing polygraph space size and location are adequate. We recommend the space be located adjacent to interview space in a more private location.
7. The computer crimes office is small and inadequate, space is presently shared by three investigators, servers, and equipment space. The HVAC system cannot handle the cooling loads required for the occupants and equipment. This group is handling the most sensitive investigations in the department; therefore, this space should double in size and be separated into office, server, and hardware work rooms to increase security. The HVAC system should be upgraded.
8. The Community Resource Office should double in size to handle the two occupants. A storage area should be provided adjacent to the office or adjacent to the garage.
9. The existing Police Auxiliary Office, Professional Development Office, Youth Services Office, and Criminal Investigation Office are adequate.
10. The administrative technician space is adequate; however, HVAC issues have been reported.



### **CONCORD POLICE DEPARTMENT – SPACE ANALYSIS**

11. The Domestic Violence Office is too small and should be located in a more private location, closer to the public entrance.
12. The existing detective interview room is adequate in size.
13. The Juvenile Detectives office accommodates five workstations. It is too small and will not allow for additional growth.
14. The Detectives office accommodates five workstations. It is presently too small and will not allow for additional growth.
15. The Detective Supervisors Office size is adequate, however the adjacency to the Detective's Office is incorrect and should be relocated.
16. The small conference room will be adequate if an additional administrative conference room is provided. CPD historical display case should be in a secure and more public space.
17. Secure storage rooms throughout the administrative areas should be provided.
18. A Collateral Duty Office as a temporary private workspace is needed; a small auxiliary conference room could also serve as the space temporarily. Space should be located in a private area. Such space is presently not provided in the station.



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 6 SPACE PROGRAM

#### *Space Program*

As part of the study, a space program was developed to compared the existing space square-foot areas to proposed space-square foot areas to meet the present needs and adjacencies of the department, with allowances for thirty-year projections for growth. The space program was also used in the development of a conceptual facility renovation and a new facility option. Please refer to the following space program.

# Concord Police Department Conceptual Program

March 25, 2021 - The Turner Group

Grand Total NASF  
19,820

Gross Total (NASF + 35% space & circulation factor)  
27,700

| Program                           | Space                           | Existing Space Area | Proposed Area | Count | Total Area  | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------|---------------------------------|---------------------|---------------|-------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Police Administration</b>      | Chief of Police Office          | 216                 | 240           | 1     | <b>1940</b> | <b>NASF (Net Assignable SF)</b><br>with casework<br>with casework<br>2 cubicles and copy area, office suite in secure area<br>Secure file room<br>Long term money & drugs storage<br>Close to Command Staff, Shared with rest of building, Seating for 12                                                                                                                                                                                                                                                                                                             |
|                                   | Deputy Chief                    | 1@160, 2@145        | 140           | 3     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Admin Assistant Area            | 450                 | 600           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Personnel File Room             | 24                  | 180           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Money vault                     | 40                  | 200           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Conference Room                 | 90                  | 300           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   |                                 |                     |               |       |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Police Support Areas</b>       | Training/ Multipurpose Room     | 630                 | 900           | 1     | <b>1140</b> | <b>NASF (Net Assignable SF)</b><br>Room may accommodate 30 to 50 persons, visiting groups, closer to public entry                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                   | Small Conference Room           | 240                 | 140           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Storage room                    | 55                  | 100           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Detective Areas</b>            | Criminal Investigation          | 150                 | 150           | 1     | <b>2180</b> | <b>NASF (Net Assignable SF)</b><br>Single occupant office with guest chairs<br>Single occupant office with guest chairs<br>6 to 7 Detective Desks<br>5 to 6 Juvenile Detective Desks<br>Single occupant office with guest chairs<br>Casework and copier<br>Single occupant office with guest chairs<br>Single occupant office with guest chairs<br>Single occupant office with guest chairs<br>4 occupant room<br>Directly adjacent to Interview Room with one way vision panel<br>Directly adjacent to Polygraph Room with one way vision panel<br>Small kitchenette |
|                                   | Detective Supervisor            | 130                 | 140           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Detectives                      | 340                 | 450           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Juvenile Detectives             | 330                 | 400           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Detective Office                | 88                  | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Detective Copy Area             | 36                  | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Domestic Violence Office        | 70                  | 140           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Youth Services Office           | 125                 | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Admin Tech Office               | 125                 | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Interview Room                  | 110                 | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Interview Observation Room      | Not Present         | 70            | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Polygraph Room                  | 72                  | 80            | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Polygraph Observation Room      | 30                  | 30            | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Break Room                      | Not Present         | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   |                                 |                     |               |       |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   |                                 |                     |               |       |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Auxiliary Police Functions</b> | Auxiliary Services Office       | 115                 | 130           | 1     | <b>580</b>  | <b>NASF (Net Assignable SF)</b><br>Single occupant office with guest chairs<br>Single occupant office with guest chairs<br>Dual occupant office with guest chairs<br>Locate near central storage                                                                                                                                                                                                                                                                                                                                                                      |
|                                   | Professional Development Office | 120                 | 130           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Community Resources Office      | 118                 | 200           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Police Resources Storage        | Not Present         | 120           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Computer Crimes Office</b>     | Shared Office Space             | 240                 | 300           | 1     | <b>500</b>  | <b>NASF (Net Assignable SF)</b><br>Triple occupant office, provide cooling<br>Secure server space, only accessed from shared office, provide cooling<br>Secure workroom space, only accessed from shared office, provide cooling                                                                                                                                                                                                                                                                                                                                      |
|                                   | Server Space                    | Not Present         | 100           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Workroom                        | Not Present         | 100           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Patrol Areas</b>               | Watch Commanders                | 195                 | 280           | 1     | <b>3400</b> | <b>NASF (Net Assignable SF)</b><br>Two occupant office with file space and flat screen monitors<br>Small storage of police weapons & ammunition, climate control, direct adjacency to watch command<br>Small file room for staff document pick up and sharing                                                                                                                                                                                                                                                                                                         |
|                                   | Small Armory                    | 30                  | 80            | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   | Daily Distribution Room         | 45                  | 100           | 1     |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   |                                 |                     |               |       |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|                            |             |     |   |     |                                                                                                                  |
|----------------------------|-------------|-----|---|-----|------------------------------------------------------------------------------------------------------------------|
| Dispatch                   | 500         | 450 | 1 | 450 | 3 dispatch stations, kitchenette, 10 18" x 18" full hgt lockers                                                  |
| Dispatch Supervisor Office | Not Present | 120 | 1 | 120 | Single occupant office w/guest chair. Adjacent to corridor & dispatch, with vision panel to dispatch             |
| Dispatch Restroom          | Not Present | 60  | 1 | 60  | Restroom directly adjacent to dispatch area                                                                      |
| Dispatch Computer Servers  | Not Present | 120 | 1 | 120 |                                                                                                                  |
| Interview Room             | 60          | 120 | 1 | 120 | 4 occupant room                                                                                                  |
| Interview Observation Room | Not Present | 70  | 1 | 70  | Directly adjacent to Interview Room with one way vision panel                                                    |
| Patrol Office              | 204         | 450 | 1 | 450 | 10 Patrol Officer workstations                                                                                   |
| Briefing Room              | 230         | 400 | 1 | 400 | Conference table, Equipment charging, Flat Screen Monitor, adjacent to Sallyport, some jacket and helmet storage |
| Collateral Duty Office     | Not Present | 100 | 1 | 100 | Single occupant office                                                                                           |
| Community Services Aid     | 60          | 120 | 1 | 120 | Single occupant office with guest chairs                                                                         |
| Parking Director           | 145         | 140 | 1 | 140 | Single occupant office with guest chairs                                                                         |
| Parking Assistant          | 125         | 120 | 1 | 120 | Single occupant office with guest chairs                                                                         |
| ACERT Services Office      | 140         | 160 | 1 | 160 | Single occupant office with guest chairs, closer to visitor entry                                                |
| Uniform Storage            | 145         | 180 | 1 | 180 | Hanging rack for uniforms                                                                                        |
| Uniform Changing Room      | Not Present | 30  | 1 | 30  | Directly adjacent to uniform storage                                                                             |
| Break Room                 | 130         | 300 | 1 | 300 | Refig, Microwave, Coffee, Sink, Tables & Chairs                                                                  |

|                   |             |                                 |   |     |                                                                 |
|-------------------|-------------|---------------------------------|---|-----|-----------------------------------------------------------------|
| <b>Entry Area</b> | <b>890</b>  | <b>NASF (Net Assignable SF)</b> |   |     |                                                                 |
| Visitor lobby     | 140         | 280                             | 1 | 280 | Access to exterior and Patrol interview room                    |
| Reception Office  | 56          | 100                             | 1 | 100 | 3 to 4 cubicle work spaces, 7 high density file unit            |
| Visitor Restroom  | Not Present | 60                              | 1 | 60  | Direct access to visitor lobby                                  |
| Records Office    | 455         | 450                             | 1 | 450 | 3 dispatch stations, kitchenette, 10 18" x 18" full hgt lockers |

|                     |             |                                 |   |      |                                                                          |
|---------------------|-------------|---------------------------------|---|------|--------------------------------------------------------------------------|
| <b>Locker Rooms</b> | <b>2360</b> | <b>NASF (Net Assignable SF)</b> |   |      |                                                                          |
| Women's Locker Room | 260         | 340                             | 1 | 340  | (40) 20" x 20" Lockers, 2 showers, 3 restrooms, climate control, privacy |
| Men's Locker Room   | 970         | 1,300                           | 1 | 1300 | (90) 20" x 20" Lockers, 4 showers, 5 restrooms, climate control, privacy |
| Parking Lockers     | Not Present | 120                             | 1 | 120  | (10) 20" x 20" Lockers                                                   |
| Fitness Room        | 475         | 600                             | 1 | 600  | Adjacent to locker rooms, acoustical isolation, climate control          |

|                                |             |                                 |   |     |                                                 |
|--------------------------------|-------------|---------------------------------|---|-----|-------------------------------------------------|
| <b>Booking &amp; Detention</b> | <b>1030</b> | <b>NASF (Net Assignable SF)</b> |   |     |                                                 |
| Booking area                   | 240         | 340                             | 1 | 340 | Booking Casework, Secure Bench, Open Floor Area |
| Booking Cells                  | 50          | 70                              | 2 | 140 | Secure Cot, adjacent to Booking                 |
| Detention Cells                | 50          | 70                              | 3 | 210 | Secure Cot                                      |
| Interview room                 | Not Present | 120                             | 1 | 120 | 3 person occupancy                              |
| Detention Restroom             | Not Present | 70                              | 1 | 70  |                                                 |
| Intoxiliator Area              | 45          | 50                              | 1 | 50  | Countertop for equipment                        |
| Sobriety Test Area             | Not Present | 100                             | 1 | 100 | Corridor for sobriety walking test              |

|                           |             |                                 |   |     |                                                                |
|---------------------------|-------------|---------------------------------|---|-----|----------------------------------------------------------------|
| <b>Sallyport</b>          | <b>2900</b> | <b>NASF (Net Assignable SF)</b> |   |     |                                                                |
| Patrol Vehicle Parking    | 860         | 280                             | 2 | 560 | Two sallyport parking spaces directly adjacent to Booking Area |
| Community Vehicle Parking | 260         | 280                             | 1 | 280 | Parking space for community vehicle                            |
| Evidence Vehicle Parking  | Not Present | 280                             | 1 | 280 | Single secure parking space                                    |
| Bearcat Parking           | 420         | 420                             | 1 | 420 | Large vehicle parking space                                    |
| Motorcycle Parking        | 130         | 280                             | 1 | 280 | Space for 2 patrol motorcycles                                 |
| Patrol Bicycle Storage    | 130         | 280                             | 1 | 280 | Space for 14 patrol bicycles                                   |
| Vehicle Repair Bay        | 506         | 340                             | 1 | 340 | Patrol vehicle repair bay with vehicle lift                    |
| Vehicle Repair Office     | 170         | 140                             | 1 | 140 | Vision panel to repair bay                                     |
| Vehicle Repair Storage    | Not Present | 120                             | 1 | 120 | Tire and maintenance products and equipment storage            |
| Traffic Storage           | 60          | 80                              | 1 | 80  | Storage of traffic cones and signs                             |
| Parking Meter Repair      | 160         | 120                             | 1 | 120 | Work bench for parking meter repair                            |

| Secure Evidence           |                  | 2090  |   | NASF (Net Assignable SF) |                                                                                   |
|---------------------------|------------------|-------|---|--------------------------|-----------------------------------------------------------------------------------|
| Secure Evidence Storage   | 1,050            | 1,400 | 1 | 1400                     | Evidence storage shelving, drying chamber, large refrigerator                     |
| Evidence Armory           | 255              | 500   | 1 | 500                      | (90) 20" x 20" Lockers, 4 showers, 5 restrooms, climate control                   |
| Evidence Preparation Room | Not Present      | 120   | 1 | 120                      | 2 way evidence lockers, Evidence Preparation counter, packaging storage cabinets, |
| Evidence Drug Storage     | General Evidence | 70    | 1 | 70                       | Drug fume hood                                                                    |

| Storage Areas              |     | 810 |   | NASF (Net Assignable SF) |                                        |
|----------------------------|-----|-----|---|--------------------------|----------------------------------------|
| Officer Patrol Bag Storage | 120 | 120 | 1 | 120                      | Cubby shelving for Officer patrol bags |
| SWAT Storage room          | 130 | 140 | 1 | 140                      | Shelving for SWAT equipment            |
| Radio Equipment Room       | 200 | 250 | 1 | 250                      |                                        |
| Mechanical Room            | 260 | 300 | 1 | 300                      |                                        |

| Outdoor Areas                            |                                                                       |  |  |  |  |
|------------------------------------------|-----------------------------------------------------------------------|--|--|--|--|
| Location for clearing barrel             | Egress and pedestrian safe walled location, adjacent to patrol egress |  |  |  |  |
| Location for taser spark test            | Egress and pedestrian safe walled location, adjacent to patrol egress |  |  |  |  |
| Parking for visitors                     | 4 to 5 parking spaces                                                 |  |  |  |  |
| Parking for staff                        | 25 to 35 parking spaces                                               |  |  |  |  |
| Parking for Patrol Vehicles              | 20 to 25 spaces, avoid pedestrians during quick patrol departures     |  |  |  |  |
| Parking for Large Incident Command Truck | Covered, near building for power supply                               |  |  |  |  |
| Parking for Small Incident Command Truck | Covered, near building for power supply                               |  |  |  |  |
| Parking for 10 Building Code Officials   | (If remaining at Green Street location)                               |  |  |  |  |



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

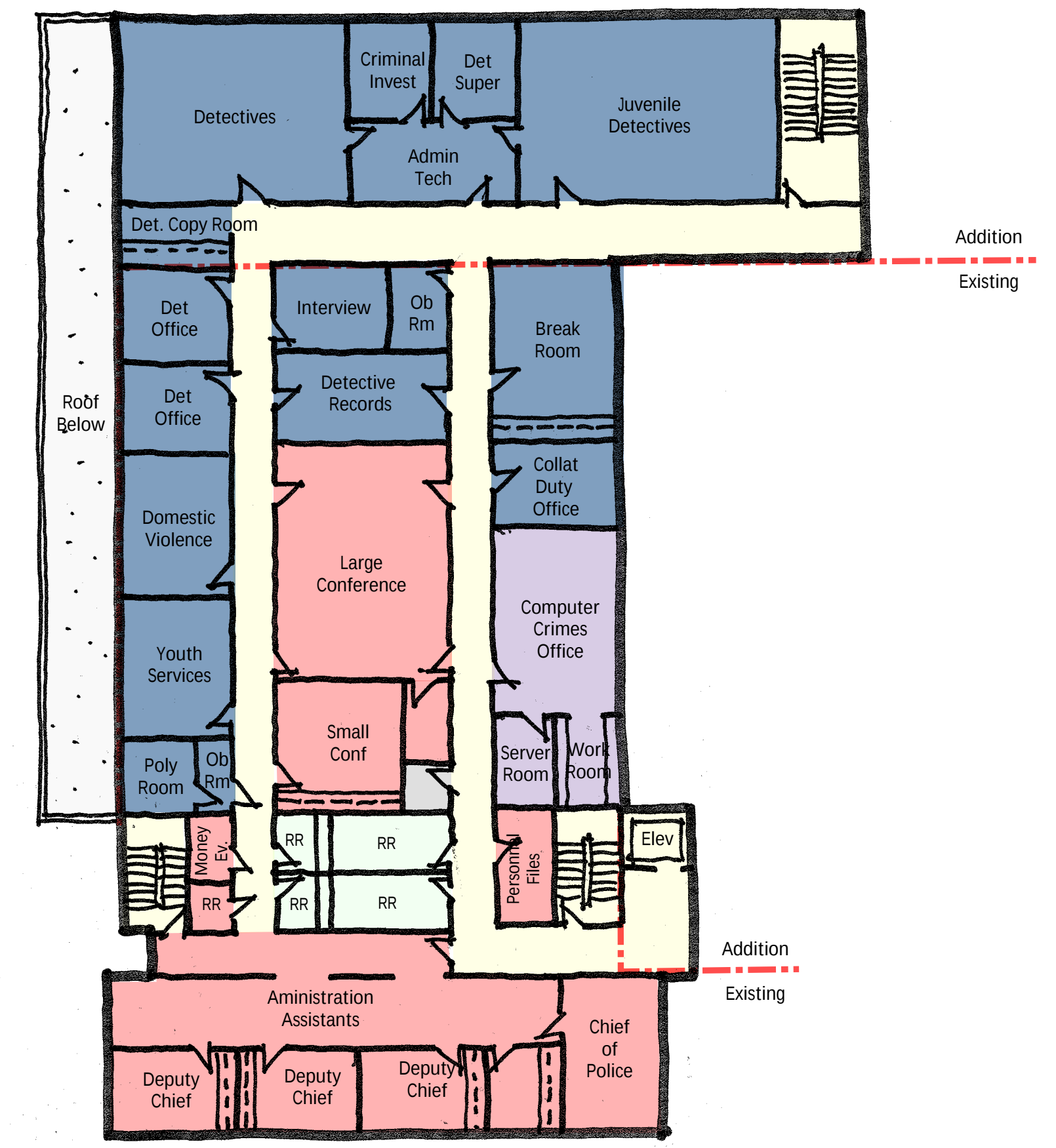
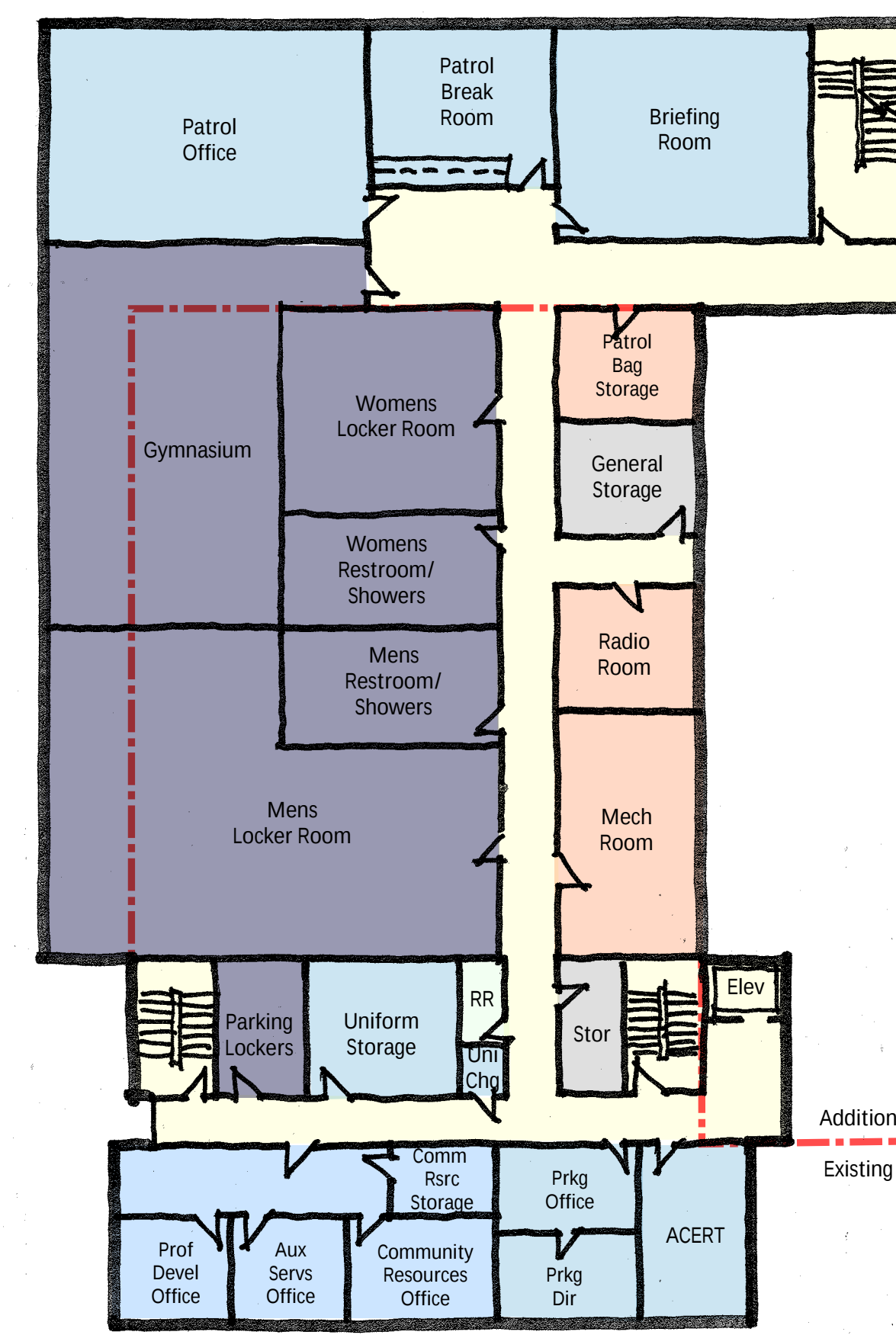
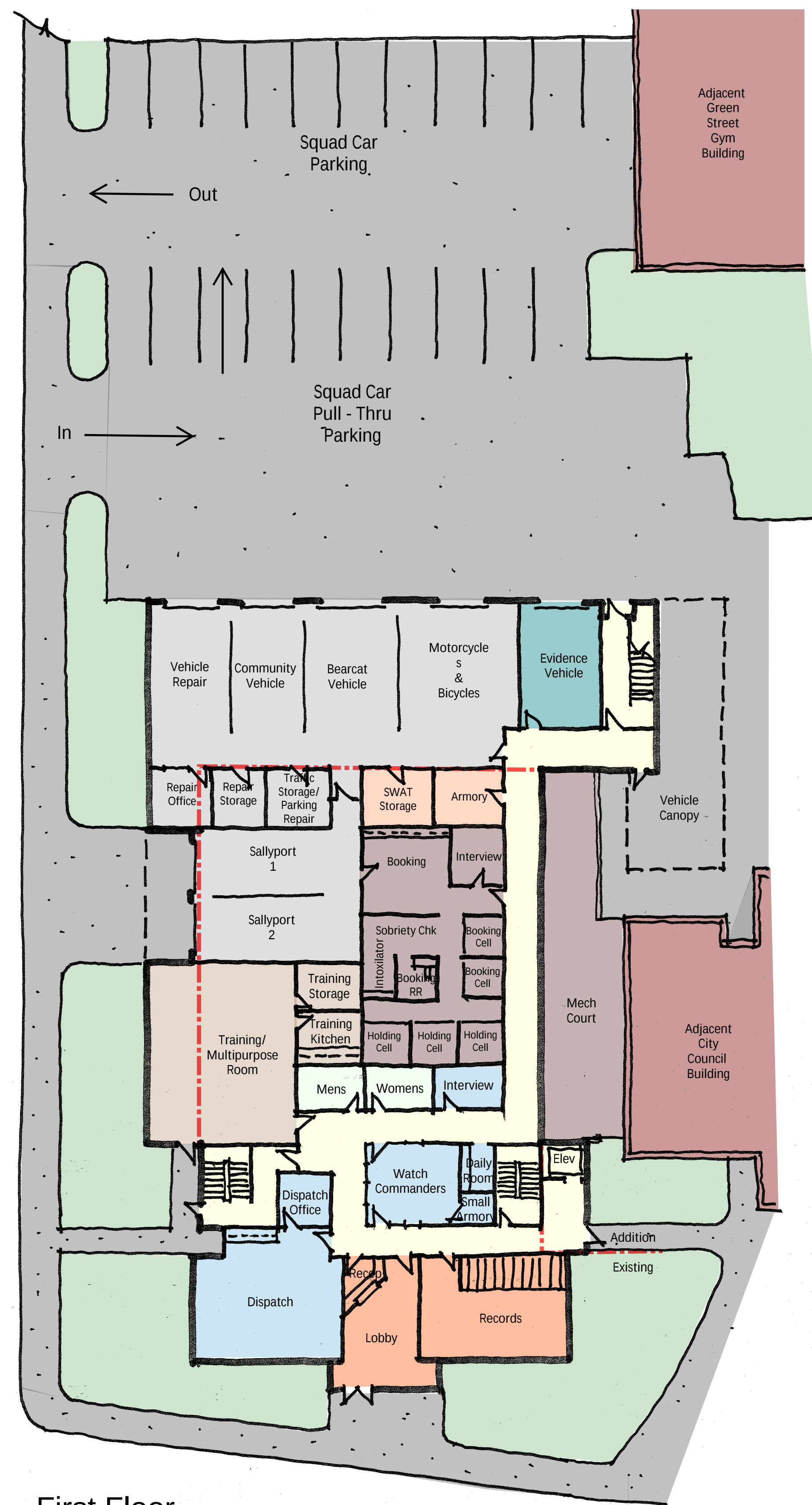
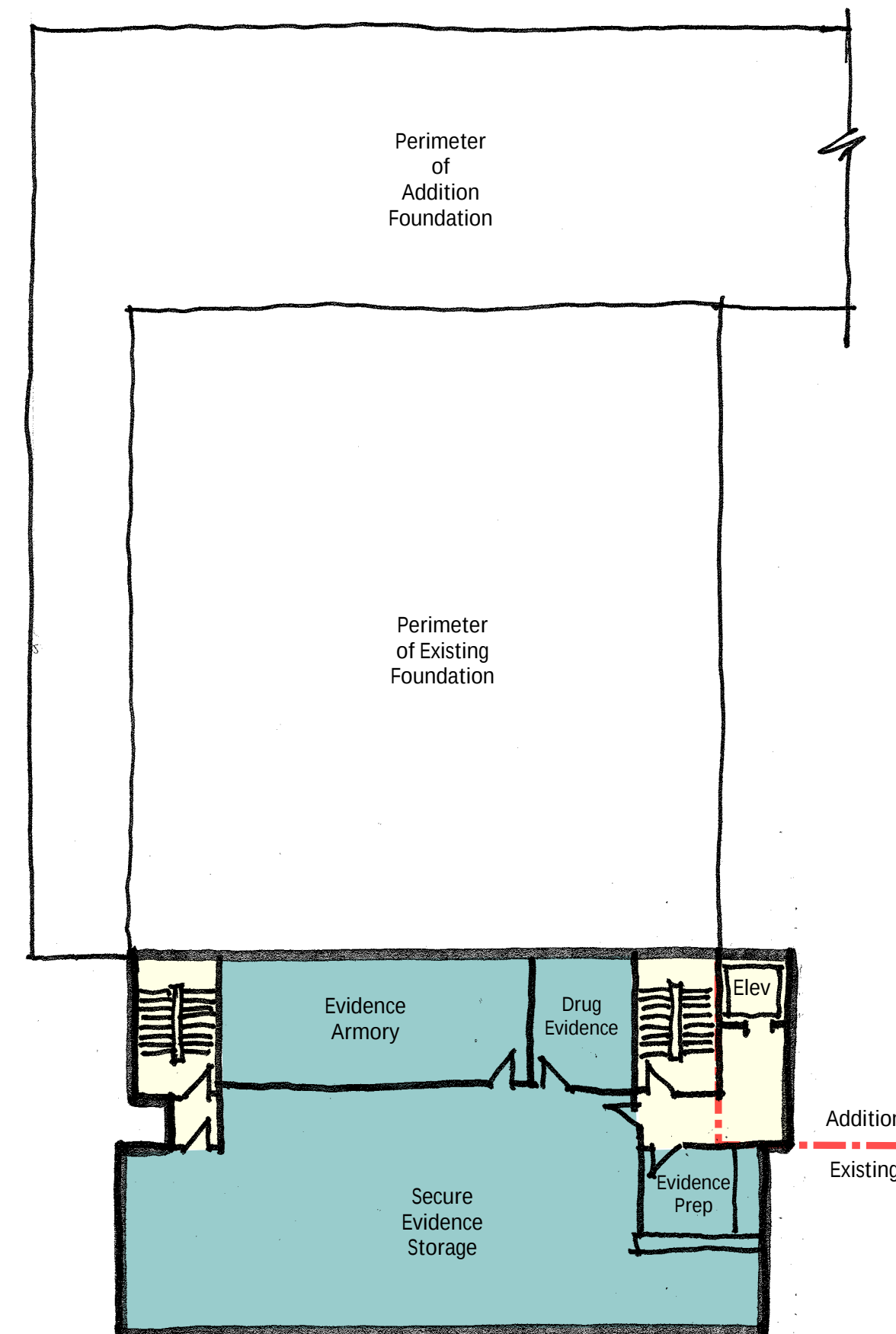
### 7 CONCEPTUAL PLANNING OPTIONS

#### *Existing Facility Renovation Concept*

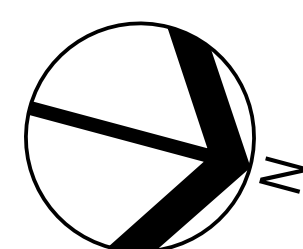
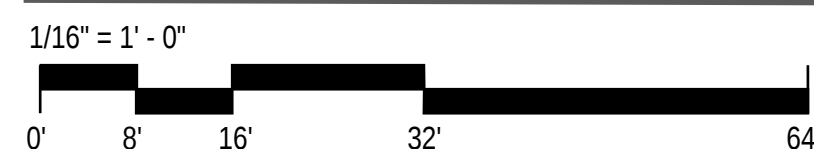
Utilizing the space program, the following conceptual facility renovation scheme was developed. This option provides an addition to meet additional space needs, reorganizes the space adjacencies to meet the security and work flow requirements of typical police departments, and complies with recommended CALEA standards. A secondary plan has been included that evaluates construction phasing of the option to determine if the construction would be achievable while the departments remain in operation. Please refer to the following concept.

#### *New Facility Concept*

As part of the study a new single story conceptual plan was developed to test the required space adjacencies of the program and the resulting size of a new building. The site is an existing City of Concord lot located off of Terrill Park Drive, which was selected simply as an existing open property located close to the center of town. There are not many open lots in Concord that could handle the space or geographic location requirements of the police department. This lot was selected for a space test, and we do not suggest that this is an optimal location for the new facility. The lot number is 754/Z-6 Please refer to the following concept.



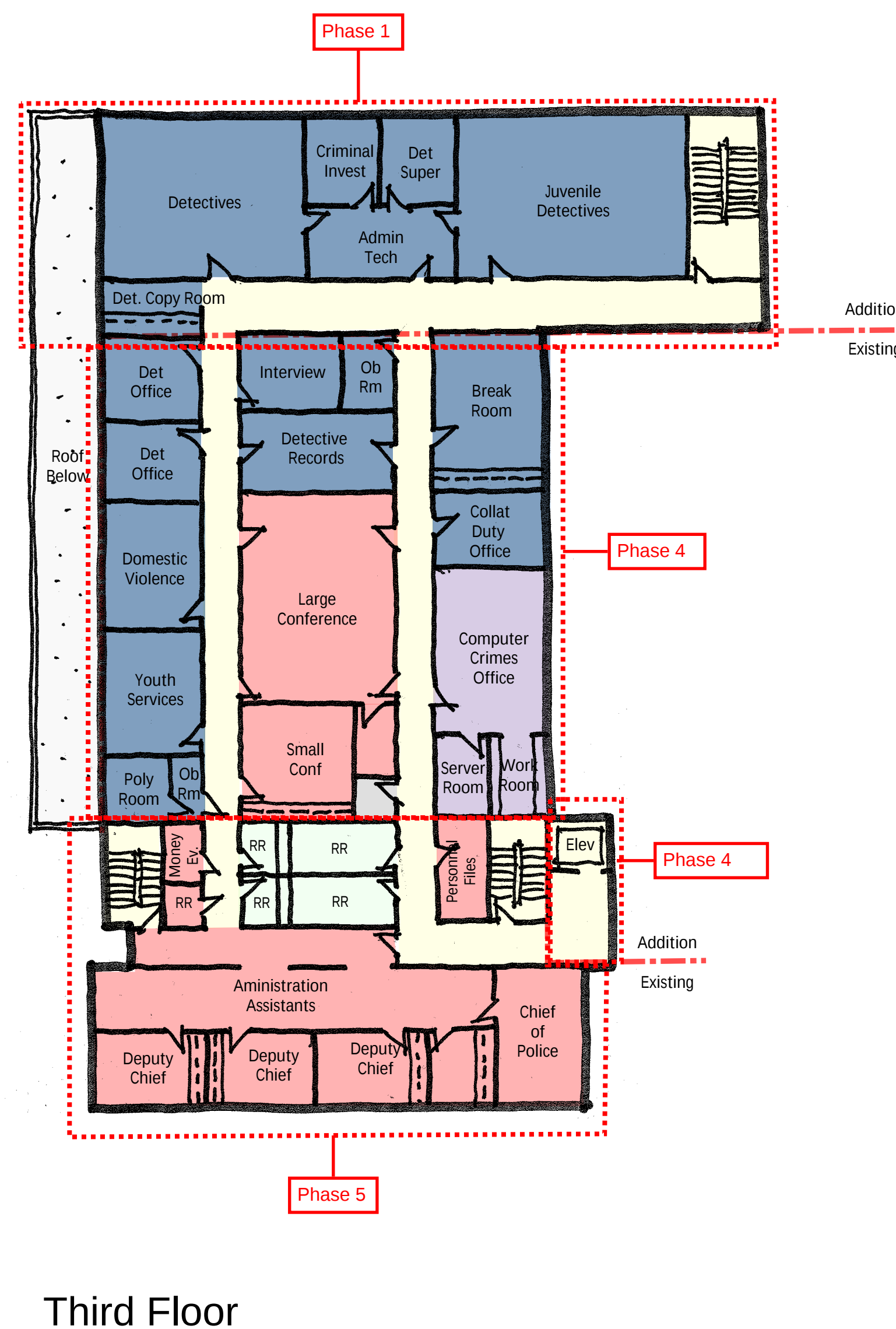
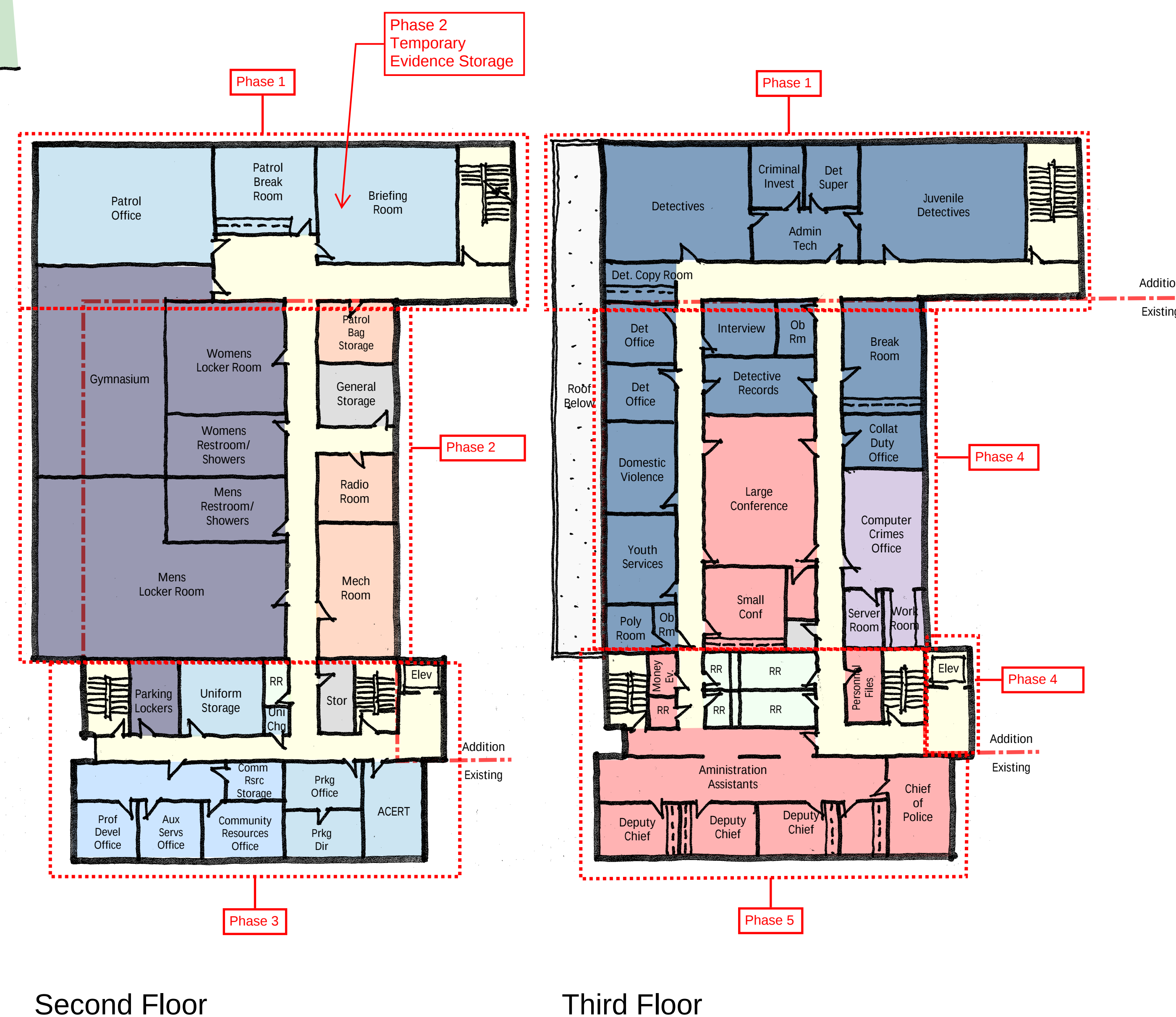
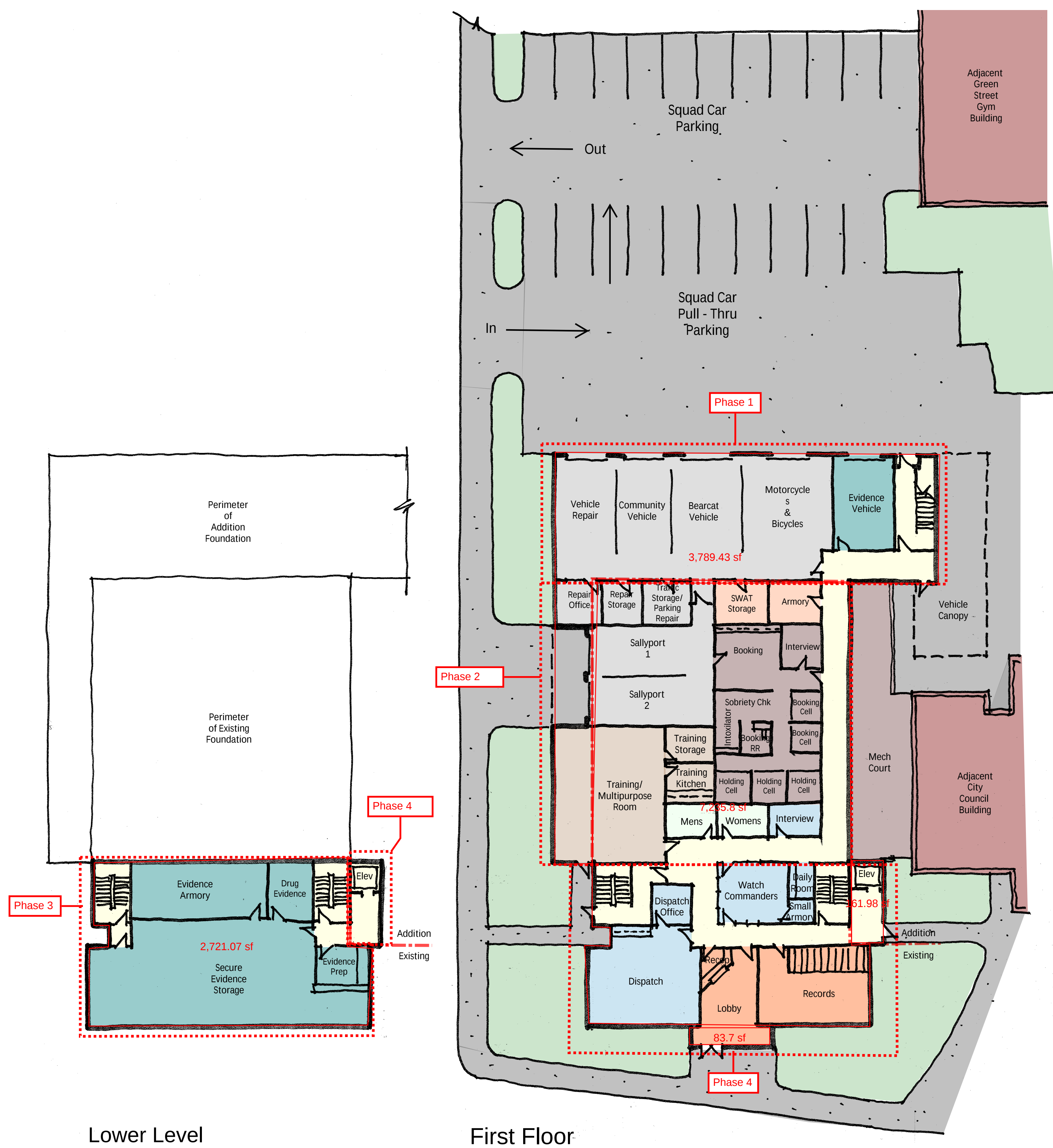
## Conceptual Plans



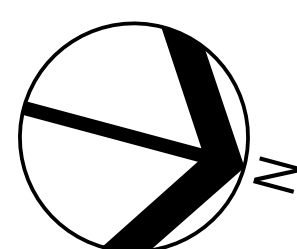
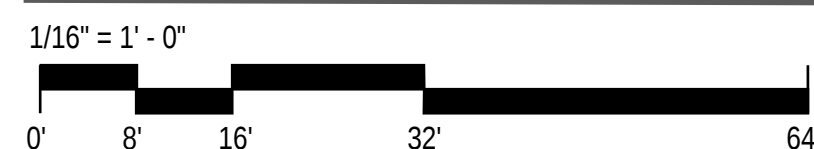
Concord Police Department  
Conceptual Renovation & Addition Option 1  
Concord, NH

TTG - 5099  
April 14, 2021 - DP

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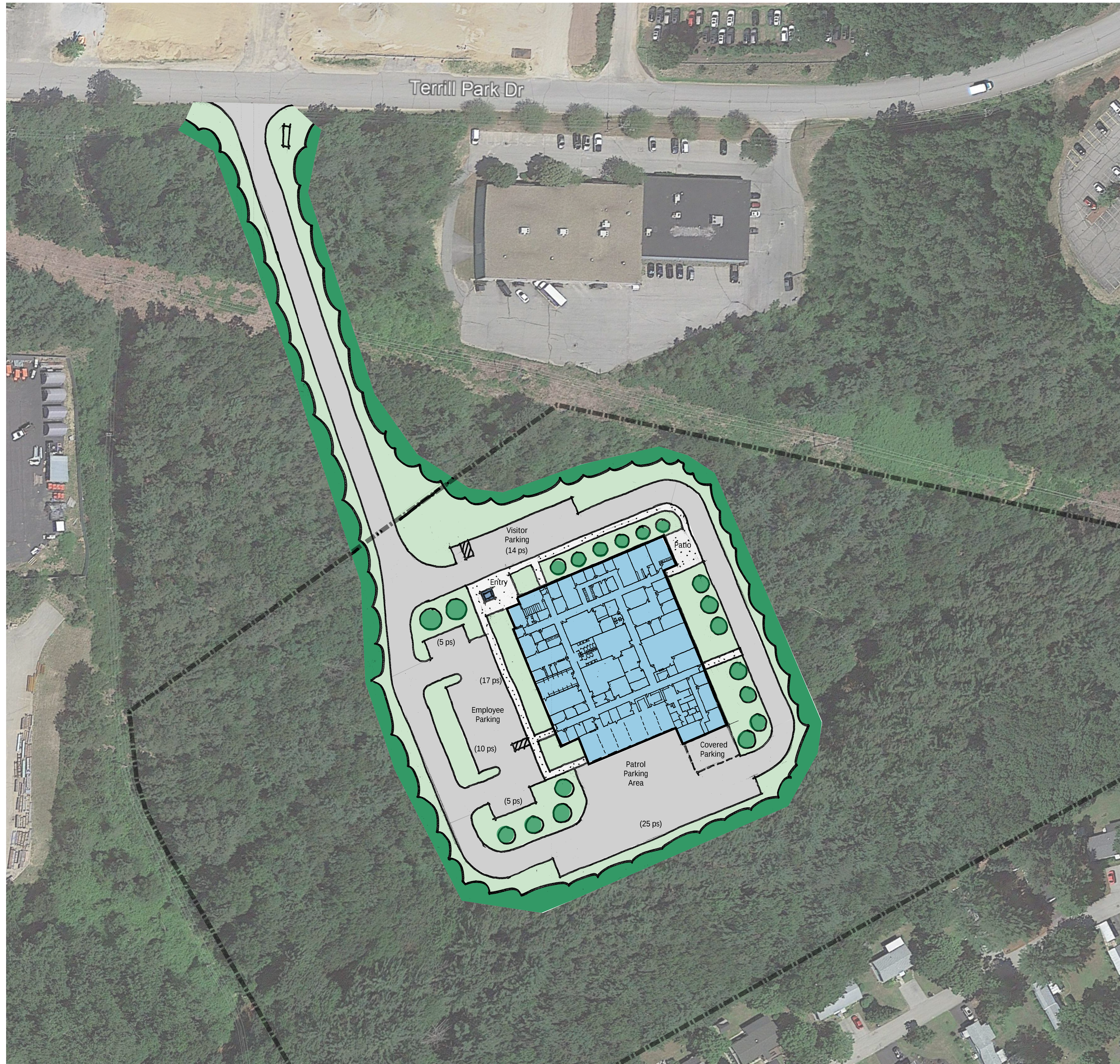
## Conceptual Plans



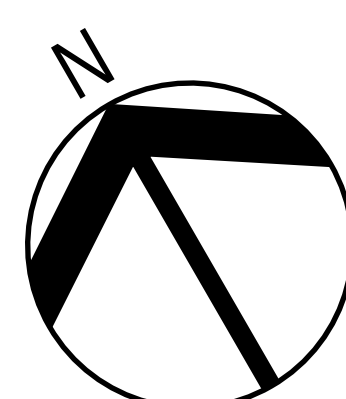
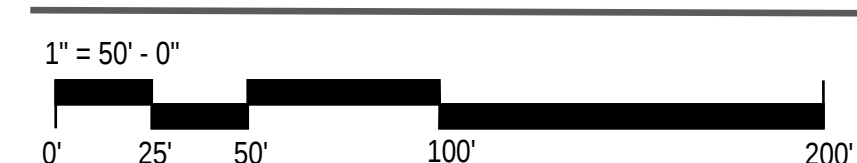
Concord Police Department  
Construction Phasing Renovation & Addition Option 1  
Concord, NH

TTG - 5099  
April 14, 2021 - DP

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# Conceptual Site Plan



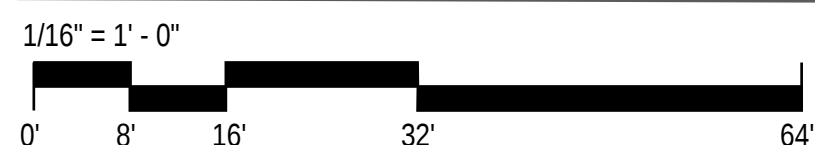
Concord Police Department  
Conceptual Site Option 1  
Concord, NH

TTG - 5099  
March 24, 2021 - DP

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# Conceptual Plan



Concord Police Department  
 Conceptual Floor Option 1  
 Concord, NH  
 TTG - 5099  
 March 24, 2021 - DP



## CONCORD POLICE DEPARTMENT – SPACE ANALYSIS

### 8 OPINIONS OF COST

#### *Building Renovation*

Our opinion of cost for the addition and renovation to the existing police station is a construction cost of \$8 million to \$8.5 million with a project cost of \$10 million to \$10.5 million. This does not include any cost associated with providing supplemental land, land development or parking to replace lost onsite parking. To maintain the operation of the police department during renovation, phased construction will be required for the building. It is anticipated that the construction may take 24 to 30 months.

#### *New Site & Building*

Our opinion of cost to construct a new police station on a new site is a construction cost of \$8.7 million to \$9.2 million with a project cost of \$10.7 million to \$11.2 million. This does not include any cost associated with land acquisition.

#### *Limitations*

To further refine these estimates it is recommended that the client engage a construction manager to review the concepts, necessary site work and general conditions requirements.

The TTG has prepared this report for the Concord Police Department based on visual observations only, and therefore it did not involve destructive demolition, scientific testing or any other tests. The information in this report has been provided in general accordance with accepted architectural consulting practices, and TTG makes no warranty, either expressed or implied, on the conclusions or opinions of cost provided.