

# **PUBLIC SAFETY COMPLEX SPACE NEEDS STUDY SOUTHBOROUGH, MASSACHUSETTS**

**Includes:  
Shared Space  
Police Department  
Fire Department**

**FIRST DRAFT**

**Prepared for**

**The Town of Southborough, MA  
Public Safety Complex Study Committee  
&  
Board of Selectmen**

**Prepared by**

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ARCHITECTS**

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# **PUBLIC SAFETY COMPLEX SPACE NEEDS STUDY SOUTHBOROUGH, MASSACHUSETTS**

## **TABLE OF CONTENTS**

### **STAFFING:**

- Police Department	4
- Fire Department	5

PARKING NEEDS SUMMARY	6
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SPACE NEEDS SUMMARY	7
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SHARED PROGRAM SPACE NEEDS	11
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POLICE DEPARTMENT SPACE NEEDS	27
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FIRE DEPARTMENT SPACE NEEDS	61
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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**POLICE DEPARTMENT**

**STAFFING PROJECTIONS**

Position	Current	Future to 2035				
	Total	Shifts:	7 - 3	3 - 11	11 - 7	Total
Administration						
Chief	1		1			1
Lieutenant - Administration	0		1			1
Lieutenant - Operations	1			1		1
Police Business Administrator	1		1			1
Officers						
Patrol, Sgts	4		2	2	1	5
Patrol Officers	7		5	6	5	16
Juvenile Officers/ SRO	1		1			1
Reserve Officers	2		0			0
Detectives, Sgts (Court Office)	0		1			1
Detectives	1		1	1		2
Other						
Animal Control	1		2			2
Communications - FT	5		2	2	1	8
Communications - PT	3		1	1	1	4
TOTAL STAFF	27		18	13	8	43

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**STAFFING PROJECTIONS**

Position	Current Total	Future to 2035		
		Business Hrs	Single Shift	Total All Shifts
Administration				
Chief	1	1		1
Deputy Chief	0	1		1
Training Officer	0	1		1
Call Safety Officer	1	0		0
Fire Prevention	1	2		2
Administrative Assistant	1	1		1
Supression				
Captains	1		1	1
Lieutenants	3		0	3
Firefighters	16		7	28
Call Firefighters	7		10	10
TOTAL STAFF	31	6	18	48

**Shift Changes**

**Police Department**

Uniformed Staff	7:00AM - 3:00PM	3:00PM - 11:00PM	11:00PM - 7:00AM
Civilian Staff	7:00AM - 3:00PM		

**Fire Department**

Uniformed Staff	8:00AM - 8:00AM
Civilian Staff	8:00AM - 4:00PM

# PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY SOUTHBOROUGH, MASSACHUSETTS

## PARKING NEEDS SUMMARY

Department	Present (Day Shift)	Future (Day Shift)
<b>Police Department</b>		
Personal Vehicles	17	21
<i>Shift Change</i>	7	10
Cruisers	12	15
Motorcycles	1	1
Impounded Vehicles	0	2
<b>Sub-total</b>	<b>37</b>	<b>49</b>
<b>Fire Department</b>		
Personal Vehicles - Staff	4	6
Personal Vehicles - Supression	5	8
<i>Shift Change</i>	5	8
Call Vehicles	7	10
Marked Vehicles (not garaged)	3	0
<b>Sub-total</b>	<b>24</b>	<b>32</b>
<b>General Public</b>		
Public (estimate)	5	49
<b>Total</b>	<b>66</b>	<b>130</b>

### Site Features

Flagpole	
Emergency Generator	8'x20'
Transformer	5'x5'
Trash/Recycling Enclosure	7'x12'

### Emergency Management (stored outside under cover)

EM-1 Mobile Command Trailer	10'x20'
EM-2 Light Tower Trailer	4.5'x14'
EM-3 Heat Trailer	4.5'x6'
EM-4 Light Tower Trailer	4.5'x14'
EM-5 CERT/MRC (storage) Trailer	7'x14'
EM-6 Generator Trailer	5.5'x13.5'
EM-7 Message Board Trailer	8'x10'
EM-10 Shelter Storage Trailer	10'x20'
HM-1 SFD HazMat Trailer	9'x14'
CEMLEC Traffic Trailer	9'x14'
XUV on Trailer (future)	9'x14'
Forklift	8'x20'
Cold Storage:	8'x16'
Kennels	
Cones	
Sandbags	
Portable generators	
Tarps	
Construction Materials	
Tools & Protective Equipment	

# PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY SOUTHBOROUGH, MASSACHUSETTS

## SPACE NEEDS SUMMARY

Prgm No.	Space Type Description	Needed Space Size			Tot. Needed		Floor	
		Qty	Length	Width	NASF	NASF	1st	2nd
SHARED SPACE								
1.0	Public & Other Shared Spaces							
1.1	Vestibule	1	8	8	64	64	64	
1.2	Public Lobby	1	18	24	432	432	432	
1.3	Public Toilets	2	7	7.5	53	106	106	
1.4	Public Interview Room	1	12	10	120	120	120	
1.5	Public Meeting & Training Room	1	40	25	1,000	1,000	1,000	
1.6	Public Training Storage	1	8	10	80	80	80	
1.7	Town Fitness Room	1	36	40	1,440	1,440		1,440
1.8	Fitness Shower Room	1	9	6.5	59	59		59
2.0	Communications							
2.1	Dispatch	1	30	25	750	750	750	
2.2	Dispatch Toilet	1	6.5	7.5	49	49	49	
2.3	Dispatch Kitchenette	1	12	8	96	96	96	
2.4	Radio / Server / E911	1	18	12	216	216	216	
3.0	Building Maintenance & Supplies							
3.1	Janitor's Closets	2	4	5	20	40	20	20
3.2	Building / Ground Equipment Storage	1	10	12	120	120	120	
4.0	Building Support							
4.1	Passenger Elevator	1	10	8	80	160	80	80
4.2	Elevator Machine Room	1	10	8	80	80	80	
4.3	Fan Rooms	1	20	30	600	600		600
4.4	Central Boiler Room	1	15	20	300	300	300	
4.5	Sprinkler / Water Service	1	12	6	72	72	72	
4.6	Data / Alarm	1	12	10	120	120	120	
4.7	Electrical Room	1	15	10	150	150	150	
4.8	Emergency Generator Transfer	1	10	8	80	80	80	

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SPACE NEEDS SUMMARY**

Prgm No.	Space Type Description	Needed Space Size			Tot. Needed NASF	Floor	
		Qty	Length	Width		1st	2nd

**POLICE DEPARTMENT**

**5.0 Administration**

5.1	Police Chief's Office	1	12	15	180	180	180
5.2	Lieutenants Offices	2	12	12	144	288	288
5.3	Business Administrator	1	12	12	144	144	144
5.4	Workroom / Office Supply	1	10	9	90	90	90
5.5	Conference Room	1	14	20	280	280	280
5.6	Administrative Toilet	1	8.5	14.5	123	123	123

**6.0 Investigations**

6.1	Detectives Court Officer & Sergeant Det.	1	22	24	528	528	528
6.2	Interview Rooms	2	8	8	64	128	128
6.3	Evidence Processing	1	10	14	140	140	140
6.4	Evidence, General	1	20	18	360	360	360
6.5	Evidence, Guns	1	12	8	96	96	96
6.6	Evidence, Drugs	1	12	8	96	96	96

**7.0 Patrol**

7.1	Supervising Officer	1	10	10	100	100	100
7.2	Roll Call / Training	1	15	20	300	300	300
7.3	Report Writing	1	12	12	144	144	144
7.4	Patrol Sergeants	1	16	20	320	320	320
7.5	SRO & JUV Officer	1	12	12	144	144	144
7.6	Animal Control Officer	1	10	12	120	120	120
7.7	Patrol Gear Storage	1	10	15	150	150	150

**8.0 Detention**

8.1	Vehicle Sallyport	1	18	44	792	792	792
8.2	Booking	1	22	24	528	528	528
8.3	Storage Closet	1	2	6.5	13	13	13
8.4	Detention Shower	1	5.5	10	55	55	55
8.5	Holding Room (Accessible)	1	10	16	160	160	160
8.6	Detention Cells (Accessible)	3	8	8	64	192	192
8.8	Interview / Status Offender Room	1	8	8	64	64	64

**9.0 Support Facilities**

9.1	Break Room	1	12	16	192	192	192
9.2	Staff Toilet Rooms	1	12	7.5	49	49	49
9.3	Men's Lockers & Showers	1	30	38	1,140	1,140	1,140
9.4	Women's Lockers & Showers	1	21	17	357	357	357
9.5	Armory	1	10	16	160	160	160
9.6	Garage	1	14	26	364	364	364



# PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY SOUTHBOROUGH, MASSACHUSETTS

## SPACE NEEDS SUMMARY

Prgm No.	Space Type Description	Needed Space Size				Tot. Needed		Floor	
		Qty	Length	Width	NASF	NASF	1st	2nd	
FIRE DEPARTMENT									
10.0 Administration									
10.1	Fire Chief's Office	1	15	12	180	180		180	
10.2	Deputy Fire Chief's Office	1	12	12	144	144		144	
10.3	Conference Room	1	12	18	216	216		216	
10.4	Fire Protection & Training	1	12	18	216	216		216	
10.5	EMS Office	1	16	10	160	160		160	
10.6	Administrative Assistant & Waiting Area	1	12	14	168	168		168	
10.7	Dead Records Storage	1	12	14	168	168		168	
10.8	Captains Office	1	12	10	120	120		120	
10.9	Lieutenants Office	1	12	22	264	264		264	
10.10	"SAFE" Coordinator's Office	1	10	10	100	100		100	
11.0 Apparatus and Support									
11.1	Apparatus Room	1	100	90	9,000	9,000	9,000		
11.2	Turn-out Gear	1	16	24	384	384	384		
11.3	Hose & Foam Storage	1	10	10	100	100	100		
11.4	Biohazard / Decon Room	1	10	8	80	80	80		
11.5	EMS Supplies	1	16	9	144	144	144		
11.6	Gear Supply	1	16	9	144	144	144		
11.7	Air Supply	1	10	10	100	100	100		
11.8	Extractor & Dryer (Contaminated)	1	8	14	112	112	112		
11.9	Triage Room	1	10	12	120	120	120		
11.10	Firefighter Toilet	1	6	6	36	36	36		
11.11	Fire Pole	1	4	8	32	32	32		
11.12	Watch Room	1	8	10	80	80	80		
11.13	Equipment Repair	1	10	14	140	140	140		
11.14	"SAFE" Program Storage	1	10	10	100	100	100		
11.15	Emergency Management Storage	1	10	14	140	140		140	
12.0 Firefighter Quarters									
12.1	Kitchen	1	18	20	360	360		360	
12.2	Day & Dining Room	1	20	20	400	400		400	
12.3	Men's Showers	1	13	15	195	195		195	
12.4	Women's Showers	1	9	6.5	59	59		59	
12.5	Firefighter Dorm Rooms	9	10	13	130	1,170		1,170	
12.6	Study	1	10	14	140	140		140	
12.7	Washer / Dryer Closet	1	3	6	18	18		18	
12.8	Storage & Supplies	1	7	10	70	70		70	
13.0 Training									
13.1	Training Stair/Tower	2	14	14	196	392	196	196	
Subtotal (Net Square Footage)						29,566	18,934	10,632	
Grossing Factor (walls, corridors, chases, etc.) @ 30%						8869	5,680	3,190	
TOTAL SQUARE FOOTAGE						38,435	24,614	13,822	

**Donham & Sweeney**  
**ARCHITECTS**  
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# SHARED PROGRAM SPACE NEEDS

***PROGRAM SHARED BY:***  
**POLICE DEPARTMENT**  
**FIRE DEPARTMENT**

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.1 VESTIBULE**

<b>Adjacency Requirement</b>	Adjacent to Public Lobby & Exterior
<b>Public Access</b>	High
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Epoxy terrazzo, stone or other durable material
<b>Walls</b>	GWB, painted & glazing
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	Bright, direct
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	Walk-off mat (Roll-out)
<b>Owner supplied Furn. / Equip.</b>	None

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.2 PUBLIC LOBBY**

<b>Adjacency Requirement</b>	Adjacent to Public Meeting and Training Room, Dispatch, Public Interview Room, Public Toilets. Easy access but not visible to Administration.
<b>Public Access</b>	High
<b>Security Requirements</b>	Moderate; controlled exit from lobby to the rest of the building. Secure space requires electrical release into adjacent spaces.
<b>Contract Millwork / Equipment</b>	Tack board for public notices, large pamphlet rack, wood wainscotting, transaction counter (ADA height), 10' of glass enclosed display cases for historical artifacts (both Police & Fire)
<b>Floor</b>	Epoxy, terrazzo or stone tile
<b>Walls</b>	GWB, painted, bullet resistant board
<b>Ceiling</b>	ACT upgrade, bullet resistant board (soffits at walls)
<b>Lighting / Electrical</b>	Bright indirect; accent lighting; public phone; CCTV
<b>HVAC / Plumbing</b>	A/C; two level drinking fountain
<b>Special Needs</b>	Good visibility from Dispatch. Durable finishes. Walls and ceilings to be bullet resistant. Elevator control from Dispatch.
<b>Owner supplied Furn. / Equip.</b>	Seating for 4

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.3 PUBLIC TOILETS**

<b>Adjacency Requirement</b>	Public Toilets off the Public Lobby; (1) Woman's & (1) Men's.
<b>Public Access</b>	High
<b>Security Requirements</b>	Privacy, lock able to be released from lobby.
<b>Contract Millwork / Equipment</b>	Bathroom accessories, changing table
<b>Floor</b>	Ceramic tile
<b>Walls</b>	Ceramic tile wainscot, all four walls.
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED on sensor
<b>HVAC / Plumbing</b>	Good exhaust; wall mounted toilet, & sink.
<b>Special Needs</b>	Handicap accessible
<b>Owner supplied Furn. / Equip.</b>	None

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.4 PUBLIC INTERVIEW**

<b>Adjacency Requirement</b>	Access from Lobby & from secure side.
<b>Public Access</b>	High
<b>Security Requirements</b>	Door visible from Front Desk.
<b>Contract Millwork / Equipment</b>	Chair rail, full height shelving on one wall.
<b>Floor</b>	Linoleum w/ area rug
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; pleasant, not glaring, intercom to Dispatch; CCTV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	3'x 4' table & (4) chairs

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.5 PUBLIC MEETING & TRAINING ROOM**

<b>Adjacency Requirement</b>	Easily accessible from Lobby. Near Fire Dept. Kitchen. Adjacent to Storage Closet
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate; Card Key Access; Access from Dispatch
<b>Contract Millwork / Equipment</b>	White board, fabric covered tackable surfaces; coat rod & shelf. Coffee counter w/ sink.
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted w/ chair rail
<b>Ceiling</b>	ACT upgrade
<b>Lighting / Electrical</b>	Numerous power & wireless data outlets. Indirect LED, glare free, dimmable. Speaker system, power outlets under each table. Wireless data system. CATV
<b>HVAC / Plumbing</b>	A/C w/ good exhaust system
<b>Special Needs</b>	Pull out divider wall; Ability to telecast from the space. Space to be adaptable for use as the Emergency Operation Center (EOC). Meals to be served to space from Fire Dept Kitchen. EOC Closet (for phones)
<b>Owner supplied Furn. / Equip.</b>	(24) 5' long training tables w/ seating for (49) people, podium, 2 smart board/projector & 2 TV's - position for viewing when room divided.



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.6 PUBLIC TRAINING STORAGE**

<b>Adjacency Requirement</b>	Off Public Meeting & Training Room.
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	18" deep metal shelving on one wall
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	No A/C
<b>Special Needs</b>	Storage for 50% of tables and chairs (stacked on carts), training mannequins & training equipment
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.7 TOWN FITNESS ROOM**

<b>Adjacency Requirement</b>	Exterior access for Town Staff. Good internal access to Police & Fire. Adjacent to Fitness Shower Room
<b>Public Access</b>	Use by all building employees and Town Staff. Key card access.
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	12" metal wall shelving in storage closet
<b>Floor</b>	Resilient or rubber sports flooring.
<b>Walls</b>	GWB / CMU, painted, 4 - 3'x6' wall mirrors
<b>Ceiling</b>	GWB
<b>Lighting / Electrical</b>	LED; CATV for wall mounted TV, ceiling speakers; emergency button on (3) walls
<b>HVAC / Plumbing</b>	Good ventilation
<b>Special Needs</b>	Used by 6 people at once. Include storage closet
<b>Owner supplied Furn. / Equip.</b>	(2) treadmills, (2) stair stepers, (2) elliptical, (2) stationary bikes, 2) weight benches, (1) universal, (1) smith machine, (1) heavy bag, (3) flat panel TVs, sanitary wipe dispenser, mats for floor exercise area, weight racks.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**1.8 FITNESS SHOWER ROOM**

<b>Adjacency Requirement</b>	Adjacent to Fitness Room
<b>Public Access</b>	Use by all building employees and Town Staff. Key card access.
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Bathroom accessories
<b>Floor</b>	Ceramic tile
<b>Walls</b>	Ceramic tile wainscot, all four walls.
<b>Ceiling</b>	GWB
<b>Lighting / Electrical</b>	LED on sensor
<b>HVAC / Plumbing</b>	Good exhaust; wall mounted toilet, & sink.
<b>Special Needs</b>	Handicap accessible
<b>Owner supplied Furn. / Equip.</b>	None

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**2.1 DISPATCH**

<b>Adjacency Requirement</b>	Overlooks Lobby, Near Supervising Officer, centrally located. Dispatchers Toilet & Break Room adjacent. Near E911 Room (vertically)
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Millwork</b>	16 LF fabric covered tack panels, work counter
<b>Floor</b>	Low static Carpet tiles on raised access flooring
<b>Walls</b>	GWB, painted, sound absorbing panels
<b>Ceiling</b>	ACT w/ high NRC
<b>Lighting / Electrical</b>	Indirect LED, (2) levels lighting, task lighting, controls for alarm or zetron; (5) large screen 4'x 6' CCTV monitors, CATV
<b>HVAC / Plumbing</b>	A/C on emergency generator
<b>Special Needs</b>	Printers, copier, fax; electric release and intercom for vehicle sallyport. Electric door release for cell doors
<b>Furniture / Equipment</b>	(2) dispatch console positions w/ rear access, (2) high-intensity use chairs, (2) pedestal files. Provide space for 3rd complete position (future)

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**2.2 DISPATCH TOILET**

<b>Adjacency Requirement</b>	Directly next to Dispatch, close to Dispatch Break Room
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Millwork</b>	None
<b>Floor</b>	Ceramic tile
<b>Walls</b>	Ceramic tile wainscot, all walls
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	Good exhaust; (1) toilet and (1) sink
<b>Special Needs</b>	Handicap accessible, locate a telephone near toilet
<b>Furniture / Equipment</b>	None

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**2.3 DISPATCH KITCHENETTE**

<b>Adjacency Requirement</b>	Access from Dispatch
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	24" Base and wall cabinets; (12) 24"Dx12"W half height metal lockers
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	A/C; sink
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Small round table w/ 2 chairs, microwave, coffee maker

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**2.4 RADIO/SERVER/E911**

<b>Adjacency Requirement</b>	Centrally located; Accessible from either Department
<b>Public Access</b>	Controlled (Vendors)
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Painted FR plywood on 2x4 sleepers along all walls
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	None
<b>Lighting / Electrical</b>	Utility. O.H. cable trays.
<b>HVAC / Plumbing</b>	Independant A/C
<b>Special Needs</b>	Door to be alarmed.
<b>Owner supplied Furn. / Equip.</b>	(5) computer racks, E911 rack/area, VOIP telephone. UPS & battery backup.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**3.1 JANITOR'S CLOSET**

<b>Adjacency Requirement</b>	Good access to elevator. Centrally located on each floor.
<b>Public Access</b>	None
<b>Security Requirements</b>	Low
<b>Contract Millwork / Equipment</b>	Mop holder w/metal shelf along one wall above sink basin, stainless steel splash guards on walls at sink.
<b>Floor</b>	Rubber
<b>Walls</b>	FRP (full height)
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED, Utility
<b>HVAC / Plumbing</b>	Exhaust only. Floor sink & wall faucet. Spray head & 6' hose.
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Janitor cart

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**SHARED SPACE**

**3.2 BUILDING / GROUNDS EQUIPMENT STORAGE**

<b>Adjacency Requirement</b>	Exterior access only
<b>Public Access</b>	None
<b>Security Requirements</b>	Low
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU / FRP on GWB
<b>Ceiling</b>	None; painted exposed structure
<b>Lighting / Electrical</b>	Utility
<b>HVAC / Plumbing</b>	No A/C, good ventilation; vent for flammables cabinet
<b>Special Needs</b>	Storage for snow blowers, shovels, leaf blower, de-icer, B&G equipment, etc.
<b>Owner supplied Furn. / Equip.</b>	Flammable materials cabinet (fluid storage)

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# POLICE DEPARTMENT SPACE NEEDS

*Police Department*  
Kenneth Paulus, Police Chief

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.1 POLICE CHIEF'S OFFICE**

<b>Adjacency Requirement</b>	Adjacent to Administrative Assistants, Deputy Chief and Conference Room
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted w/ chair rail
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk with return and credenza w/ (2) 42" 2-drawer lockable lateral files, (2) 36" 4-drawer lockable lateral files, (1) 30" coat cabinet, overhead storage bins, desk chair, (1) 3' long, full height bookcase, 4' round conf table w/ 4 chairs; TV

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.2 LIEUTENANT'S OFFICE**

<b>Adjacency Requirement</b>	Near Chief and Conference Room
<b>Public Access</b>	Minimal
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk with return, and credenza w/ 42" 2-drawer lateral file, 24" coat cabinet, overhead storage bins, desk chair, (2) guest chairs, (2) 5-drawer lateral files, bookcase

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.3 BUSINESS ADMINISTRATOR & WAITING AREA**

<b>Adjacency Requirement</b>	Easy Access from Public Lobby; Near Chief's Office. Good access to records.
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	Coat closet w/ shelf
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return & credenza. (1) 42" 2-drawer lateral file, over-head storage bins, (1) desk chair, (2) guest chairs, (2) 4-drawer lateral files; Waiting area: (3) chairs & magazine table

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.4 WORKROOM / OFFICE SUPPLIES**

<b>Adjacency Requirement</b>	Adjacent to Administration & good access to Records
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	24" base cabinets & shelving above
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	Open to Administration (no door)
<b>Owner supplied Furn. / Equip.</b>	Multifunction printer, shredder, postage meter

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SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.5 CONFERENCE ROOM**

<b>Adjacency Requirement</b>	Near Chief & Lieutenants; Near Detectives
<b>Public Access</b>	Controlled, but easy access for visitors
<b>Security Requirements</b>	Low
<b>Contract Millwork / Equipment</b>	Fabric covered tack boards along two walls, full length marker board; chair rail. Base cabinet w/ counter
<b>Floor</b>	Durable carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT/GWB, upgrade
<b>Lighting / Electrical</b>	Indirect LED, dimmers, possible pendant fixtures, data for smart board & table; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	3 1/2' x 14' conference table w/ provision for data / power in center pedestal, (10) chairs, smart board, TV

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SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**5.6 ADMINISTRATIVE TOILETS**

<b>Adjacency Requirement</b>	Adjacent to Administration; near Administrative Waiting Area.
<b>Public Access</b>	Low
<b>Security Requirements</b>	Privacy
<b>Contract Millwork / Equipment</b>	Toilet accessories
<b>Floor</b>	Ceramic tile
<b>Walls</b>	GWB, painted; ceramic tile wainscot all walls
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED on sensor
<b>HVAC / Plumbing</b>	No A/C; good exhaust; toilet, sink
<b>Special Needs</b>	Handicap Accessible
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.1 DETECTIVE, COURT OFFICER & SERGEANT DETECTIVE**

<b>Adjacency Requirement</b>	Near Evidence. Near rear exit / entrance
<b>Public Access</b>	Low
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Solid surface work counter
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(3) work stations each w/ desk & return, (1) 30" 2-drawer lateral file, (1) guest chair, (1) desk chair, 10 LF overhead shelving; (2) 36" cabinets for laptops, tapes, radios, flashlights, binoculars, etc. Shredder, (4) 42" 3-drawer lateral files, TV, Multifunction printer,

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SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.2 INTERVIEW ROOM**

<b>Adjacency Requirement</b>	Next to Detectives
<b>Public Access</b>	High
<b>Security Requirements</b>	None
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED; 2 position CCTV cameras; microphone w/ wall switch
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Table w/ (3) chairs

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.3 EVIDENCE PROCESSING**

<b>Adjacency Requirement</b>	Near Report Writing, good access to Booking. Direct access to Evidence.
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	Base & wall cabinets; extra deep counter below fume hood, stainless steel counter w/ slots above for forms; evidence pass through (12) lockers of varying sizes, including ref.
<b>Floor</b>	Epoxy, Rubber or Linoleum
<b>Walls</b>	GWB, painted w/ plywood security liner
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	Indirect LED; CCTV cameras; data port
<b>HVAC / Plumbing</b>	A/C; sink, very good ventilation, exhaust for fume hood & drying chamber.
<b>Special Needs</b>	Handicapped accessible
<b>Owner supplied Furn. / Equip.</b>	Lockable refrigerator, counter mounted fuming hood (48"W, 36"D, 52"H), (1) chair, (1) Evidence Drying cabinet (36"W x 28"D x 80"H)

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.4 EVIDENCE, GENERAL**

<b>Adjacency Requirement</b>	Direct access from Evidence Processing; Direct access to Drugs & Gun Evidence
<b>Public Access</b>	None
<b>Security Requirements</b>	Very High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	GWB, painted w/ plywood security liner
<b>Ceiling</b>	(2) layers GWB, painted
<b>Lighting / Electrical</b>	LED; CCTV camera
<b>HVAC / Plumbing</b>	A/C, Good ventilation
<b>Special Needs</b>	Alarmed; Card Access; Bar code evidence scanner.
<b>Owner supplied Furn. / Equip.</b>	Steel high density shelving w/ storage bins or baskets & slots for envelopes; Refrigerator.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.5 EVIDENCE, GUNS**

<b>Adjacency Requirement</b>	Direct access through Evidence
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU or GWB w/ plywood security liner
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	LED; CCTV camera
<b>HVAC / Plumbing</b>	A/C; exhaust only
<b>Special Needs</b>	Alarmed; Card Access; Bar code evidence scanner
<b>Owner supplied Furn. / Equip.</b>	12" steel shelving units for hand guns. (3) gun lockers.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**6.6 EVIDENCE, DRUGS**

<b>Adjacency Requirement</b>	Direct access through Evidence
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU or GWB w/ plywood security liner
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	LED; CCTV camera
<b>HVAC / Plumbing</b>	A/C; direct exhaust to exterior
<b>Special Needs</b>	Alarmed; Card Access; Bar code evidence scanner
<b>Owner supplied Furn. / Equip.</b>	18" steel shelving units w/ storage bins & slots for envelopes. Small refrigerator.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.1 SUPERVISING OFFICER**

<b>Adjacency Requirement</b>	Near Sergeants; Good access to booking
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED, CCTV, CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Work station w/ desk & return, desk chair, guest chair, over-head storage bins, & 2-drawer file cabinet; (1) 36" 3-drawer lateral file.



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.2 ROLL CALL**

<b>Adjacency Requirement</b>	Near Officer's entrance w/ good access to Sergeant's Office. Next to report writing and near locker room
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	(44) Wall mounted mail slots, marker board, tack board
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV, A/V
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Podium, 20" x 60" training tables w/ seating for (10), smart-board, TV

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.3 REPORT WRITING**

<b>Adjacency Requirement</b>	Near Roll Call
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Solid surface work counters for computers w/ 12LF shelf above for radio chargers, binders, software, etc.
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; task lighting
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(4) Chairs, counter space for (2) multifunction printers, (4) 2-drawer cabinets, label maker

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.4 PATROL SERGEANTS**

<b>Adjacency Requirement</b>	Near Roll Call. Provide easy access to Dispatch, Report Writing & Supervising Officer
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	6' white board
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED, CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(5) Work stations each w/ desk & return, desk chair, guest chair, overhead storage bins, & 2-drawer file cabinet; (5) 36" 2-drawer lateral files.

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.5 SRO & JUV OFFICER**

<b>Adjacency Requirement</b>	Near Patrol Area
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk with return w/ 42" 2-drawer lateral file, coat cabinet, overhead storage bins, desk chair, (2) guest chairs, (1) 4-drawer lateral files

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.6 ANIMAL CONTROL OFFICE**

<b>Adjacency Requirement</b>	Near Patrol Area
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk with return w/ 42" 2-drawer lateral file, coat cabinet, overhead storage bins, desk chair, (1) 4-drawer lateral files

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**7.7 PATROL GEAR STORAGE**

<b>Adjacency Requirement</b>	Near Roll Call
<b>Public Access</b>	None
<b>Security Requirements</b>	Very High
<b>Contract Millwork / Equipment</b>	Steel shelving 18" deep, S.S. work counter w/ shelf above
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU
<b>Ceiling</b>	Painted exposed structure
<b>Lighting / Electrical</b>	LED; power for battery charging
<b>HVAC / Plumbing</b>	No A/C; ventilation
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(5) Metal cabinets (lockable), (2) 4'x30" deep metal storage shelving, storage for (30) flashlights, (30) radio / chargers; (8) defib. bags (18"x18"x30"), radar guns, PBT's, digital cameras

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.1 VEHICLE SALLYPORT**

<b>Adjacency Requirement</b>	Adjacent to Booking. Good access to Detectives
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high; Overhead doors controlled by Dispatch & cruiser fob
<b>Contract Millwork / Equipment</b>	(4) Gun lockers (for tazer & weapon)
<b>Floor</b>	Concrete w/ hardener or epoxy finish (non-slip)
<b>Walls</b>	CMU, epoxy painted
<b>Ceiling</b>	Exposed painted
<b>Lighting / Electrical</b>	LED, mounted high, CCTV
<b>HVAC / Plumbing</b>	Exhaust & heat only; floor drains, hose bib, drop down eye wash
<b>Special Needs</b>	Clearance for ambulance; 10'x10' overhead doors; tandem length. Drive-through is preferred.
<b>Owner supplied Furn. / Equip.</b>	None

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.2 BOOKING**

<b>Adjacency Requirement</b>	Next to Vehicle Sallyport & Detention Cells. Close to Supervising Officer. Shower & Holding Room located adjacent.
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	Stainless steel counter w/ low CMU wall. Booking counter to be 6' long. Provide storage for forms. (5) 12"x 24" property lockers. (4) evidence storage lockers in various sizes. Built-in S.S. benche, stainless steel Murphy bars at bench & at booking counter. Provide S.S. counter for photo, fingerprinting, breathalyser w/ printer below
<b>Floor</b>	Concrete w/ epoxy finish (non-slip)
<b>Walls</b>	CMU w/ epoxy finish
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	All security type recessed LED, bright; CCTV; panic button; remote control for cell water & toilet flush and lighting
<b>HVAC / Plumbing</b>	A/C; good ventilation, separate manual exhaust for stun spray fumes
<b>Special Needs</b>	Supervised egress exit through Sallyport
<b>Owner supplied Furn. / Equip.</b>	None



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.3 STORAGE CLOSET**

<b>Adjacency Requirement</b>	Locate within Detention area
<b>Public Access</b>	None
<b>Security Requirements</b>	High - locked at all times
<b>Contract Millwork / Equipment</b>	Adjustable metal shelving on wall standards
<b>Floor</b>	Epoxy (non-slip)
<b>Walls</b>	CMU, painted
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	Utility
<b>HVAC / Plumbing</b>	None
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.4 DETENTION SHOWER**

<b>Adjacency Requirement</b>	Access from Booking
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Epoxy (non-slip) - slope to drain
<b>Walls</b>	CMU w/ epoxy paint
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	Recessed, vapor & tamper proof
<b>HVAC / Plumbing</b>	Exhaust needed, suicide resistant fixture, drains
<b>Special Needs</b>	Door opens outward, handicapped accessible
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.5 HOLDING ROOM**

<b>Adjacency Requirement</b>	Next to Booking
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	Stainless steel bench
<b>Floor</b>	Concrete w/ epoxy (non-slip), pitch to drain outside of room
<b>Walls</b>	CMU w/ epoxy paint
<b>Ceiling</b>	(2) Layers GWB
<b>Lighting / Electrical</b>	Recessed security fixtures; CCTV monitoring, mic & speaker
<b>HVAC / Plumbing</b>	A/C, good ventilation
<b>Special Needs</b>	Hinged detention door. Capacity for (4) persons
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.6 DETENTION CELLS**

<b>Adjacency Requirement</b>	Next to Booking
<b>Public Access</b>	None
<b>Security Requirements</b>	Very high
<b>Contract Millwork / Equipment</b>	Stainless steel bunk
<b>Floor</b>	Concrete w/ epoxy topping, pitch to corridor drain
<b>Walls</b>	CMU w/ epoxy paint
<b>Ceiling</b>	Welded steel plate
<b>Lighting / Electrical</b>	Recessed security fixtures; CCTV monitoring; wall-mounted phone, mic & speaker
<b>HVAC / Plumbing</b>	A/C, good ventilation, combination toilet/sink detention fixture, security grilles
<b>Special Needs</b>	Sight & sound separate cells provide flexibility in use of detention rooms. Meet Mass Police Accrediting Standards, Mass Department of Public Health Regulations & Mass Access Code. All to be HC accessible.
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**8.7 INTERVIEW / STATUS OFFENDER ROOM**

<b>Adjacency Requirement</b>	Adjacent to Supervising Officer
<b>Public Access</b>	Limited
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED 2-level direct/indirect; A/V capacity, mic & speaker, panic button just outside room
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	One-way glass, no exterior windows, plain room
<b>Owner supplied Furn. / Equip.</b>	3'x 3' table w/ (3) chairs

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.1 BREAK ROOM / RECOVERY ROOM**

<b>Adjacency Requirement</b>	Near roll call
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	24" base & wall cabinets above
<b>Floor</b>	Rubber or Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED on sensor: CATV
<b>HVAC / Plumbing</b>	A/C; sink
<b>Special Needs</b>	Handicapped accessible; exterior windows
<b>Owner supplied Furn. / Equip.</b>	Refrigerator, microwave, coffee maker, large bowl sink, 4-burner range & oven, vent hood, recycling bins, 3 1/2' x 10' table w/ (6) chairs

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.2 STAFF TOILET ROOMS**

<b>Adjacency Requirement</b>	Near Patrol and/or Detectives depending on Administration Toilets
<b>Public Access</b>	None
<b>Security Requirements</b>	Privacy
<b>Contract Millwork / Equipment</b>	Toilet accessories
<b>Floor</b>	Ceramic tile
<b>Walls</b>	GWB, painted, ceramic tile wainscot all walls
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED on sensor
<b>HVAC / Plumbing</b>	No A/C; good exhaust; toilet & sink
<b>Special Needs</b>	Handicap Accessible
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.3 MEN'S LOCKERS, TOILETS & SHOWERS**

<b>Adjacency Requirement</b>	Easy access from Officer's entrance & Patrol. Near Fitness.
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Lockers w/ pull out drawers under. Provide power outlet in each locker that can accommodate (3) plugs. Mirrors on end walls in locker room. (28) lockers @ 2'D x 3'W, w/ 12" attached bench/storage for Patrol Officers, mirrors, toilet accessories
<b>Floor</b>	Ceramic tile in toilet rooms, rubber flooring in locker area
<b>Walls</b>	Ceramic wall tile in wet areas
<b>Ceiling</b>	ACT, M.R. GWB, painted
<b>Lighting / Electrical</b>	LED; power for locker plugs
<b>HVAC / Plumbing</b>	Good ventilation; floor drain; (2) sinks, (2) toilets, (2) urinals, (3) showers
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Of the 28 lockers (22) lockers provided by owner (same type as above)



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.4 WOMEN'S LOCKERS, TOILET & SHOWER**

<b>Adjacency Requirement</b>	Easy access from Officer's entrance & Patrol Room. Adjacent to Fitness.
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	Lockers w/ pull out drawers under. Provide power outlet in each locker that can accommodate (3) plugs. Mirrors on end walls in locker room. (6) lockers @ 2'D x 3'W, w/ 12" attached benches for Patrol Officers, mirrors, toilet accessories
<b>Floor</b>	Ceramic tile in toilet rooms, rubber flooring in locker area
<b>Walls</b>	Ceramic wall tile in wet areas
<b>Ceiling</b>	ACT, M.R. GWB, painted
<b>Lighting / Electrical</b>	LED; power for locker plugs
<b>HVAC / Plumbing</b>	Good ventilation; floor drain; (2) sinks, (1) toilet, (1) shower
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.5 ARMORY**

<b>Adjacency Requirement</b>	Near Patrol Sergeants.
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	S.S. counter / work bench, 12" metal shelving in secure closet
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	Exposed structure, painted
<b>Lighting / Electrical</b>	LED & task lighting
<b>HVAC / Plumbing</b>	Good ventilation. Exhaust hood at work bench. Compressed air.
<b>Special Needs</b>	Secure closet for armorer
<b>Owner supplied Furn. / Equip.</b>	Lockable: (3) gun racks, (2) steel cabinets, (2) 15" deep metal shelving cabinets for ammo & gear

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SOUTHBOROUGH, MASSACHUSETTS  
POLICE DEPARTMENT**

**9.6 GARAGE**

<b>Adjacency Requirement</b>	Near other garages. Near Patrol areas.
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU w/ epoxy paint
<b>Ceiling</b>	Exposed, painted
<b>Lighting / Electrical</b>	LED; power for charging
<b>HVAC / Plumbing</b>	Good exhaust. Floordrain & hose bib.
<b>Special Needs</b>	Storage of (1) motorcycle & (4) patrol bicycles
<b>Owner supplied Furn. / Equip.</b>	None

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# FIRE DEPARTMENT SPACE NEEDS

*Fire Department*  
Joseph Mauro, Fire Chief

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**10.1 FIRE CHIEF'S OFFICE**

<b>Adjacency Requirement</b>	Adjacent to Administrative Assistant, Deputy Chief; and Conference Room
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return, & credenza w/ (2) 42" 2-drawer lateral files, 36" coat cabinet, overhead storage bins, desk chair, (2) guest chairs, (2) 42" 4-drawer lateral files, bookcase, countertop printer / copier

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**10.2 DEPUTY FIRE CHIEF'S OFFICE**

<b>Adjacency Requirement</b>	Adjacent to Administrative Assistant; Chief and Conference Room
<b>Public Access</b>	Low
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return, & credenza w/ 42" 2-drawer lateral file, 36" coat cabinet, overhead storage bins, desk chair, (2) guest chairs, (4) 4-drawer lateral files, bookcase, printer / copier

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**10.3 CONFERENCE ROOM**

<b>Adjacency Requirement</b>	Adjacent to Administrative Assistant; near Chief & Deputy Chief
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	(2) White boards
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	3'6" x 10' table w/ (12) chairs, smart board

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**10.4 FIRE PROTECTION & TRAINING OFFICE**

<b>Adjacency Requirement</b>	Located near Administration, near Conference Room
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	(2) White boards, 30" solid surface counter w/ U.C. flat drawing files atop of 4" base
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	2 workstations each w/ desk & return, desk chair and overhead storage bins; 30" storage cabinet; (6) 36" 4-drawer legal size lateral files, printer / copier on counter, coat cabinet; 3' bookcase for code books; 3' x 5' plan review table w/ (4) chairs, (2) 48" flat file storage cabinets (30) drawers total

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**10.6 EMS OFFICE**

<b>Adjacency Requirement</b>	Near Fire Chief's Office
<b>Public Access</b>	Minimal
<b>Security Requirements</b>	Moderate, controlled
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(2) 5'x5' work stations w/ desk & return, overhead storage bins, desk chair, guest chair, (2) 4-drawer lateral files, (1) 2-drawer lateral file with small printer / copier on top, 4' book case, coat cabinet

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**10.8 ADMINISTRATIVE ASSISTANT & WAITING AREA**

<b>Adjacency Requirement</b>	Easy Access from Public Lobby; Adjacent to Fire Prevention; Near Fire Chief & Deputy Fire Chief
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	Coat closet w/ shelf
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return; overhead storage bins, desk chair, (4) 4-drawer lateral files, printer/copier, credenza; Waiting area: (3) chairs & magazine table

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**10.9 DEAD RECORDS STORAGE**

<b>Adjacency Requirement</b>	None
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Space for (20) 5-drawer high density file cabinets

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**10.10 CAPTAINS OFFICE**

<b>Adjacency Requirement</b>	Adjacent to suppression
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return (1) 30" 2-drawer lateral file, overhead storage bins, desk chair, (1) guest chair, (2) 4-drawer lateral files, coat cabinet

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**10.11 LIEUTENANTS OFFICE**

<b>Adjacency Requirement</b>	Adjacent to suppression;
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	3 workstations each w/: Desk w/ return (1) 30" 2-drawer lateral file, overhead storage bins, desk chair, (1) guest chair, Plus (6) 4-drawer lateral files, (1) 24" coat cabinet

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**10.12 "SAFE" COORDINATOR'S OFFICE**

<b>Adjacency Requirement</b>	Within Administration
<b>Public Access</b>	Moderate
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Desk w/ return (1) 30" 2-drawer lateral file, overhead storage bins, desk chair, (1) guest chair, (1) 4-drawer lateral file, coat cabinet

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.1 APPARATUS ROOM**

<b>Adjacency Requirement</b>	Good access from Firefighters' Dorm rooms, next to Support Spaces.
<b>Public Access</b>	Controlled via Public Lobby.
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ H.D. Floor Hardener
<b>Walls</b>	CMU w/ epoxy finish
<b>Ceiling</b>	Painted, exposed structure
<b>Lighting / Electrical</b>	Low Level Night Lighting, Rapid Response; Overhead power
<b>HVAC / Plumbing</b>	No AC; Vehicle exhaust system; overhead water fill (1 ½" lines) at Engines; 2 compressed air lines at central locations; deluge shower; Trough floor drains
<b>Special Needs</b>	Overhead doors to be 14' x 14'. (5) 18' drive-through bays.
<b>Owner supplied Furn. / Equip.</b>	Front Line Response: Engine E22 (31'), Engine E23 (32'), Tower T21 (48'), Ambulance A28 (25'), Command C30 (19') Reserve Response: Engine (Future - 34'), Squad S24 (23'), Ambulance A29 (26'), Ambulance (future - 26'), Command C20 (16'), Command C27 (16'), Command (future - 16'), Boat on Trailer (16')



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.2 TURN-OUT GEAR**

<b>Adjacency Requirement</b>	Next to Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	(42) steel mesh cubicles at 24" x 24" w/ top & bottom shelves, small compartment, hat hook, nameplate & door.
<b>Floor</b>	Concrete w/ H.D. Hardener
<b>Walls</b>	CMU w/ epoxy finish
<b>Ceiling</b>	Painted, exposed structure
<b>Lighting / Electrical</b>	LED; power at each locker to charge radios / lights
<b>HVAC / Plumbing</b>	No A/C, very good ventilation; Floor Drains
<b>Special Needs</b>	Metal door w/ closer; no ultraviolet light.
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.3 HOSE & FOAM STORAGE**

<b>Adjacency Requirement</b>	Next to Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	18" deep steel shelving 3 tiers high to hold foam
<b>Floor</b>	Concrete w/ H.D. hardener
<b>Walls</b>	CMU w/ epoxy finish
<b>Ceiling</b>	Painted, exposed structure
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	No A/C; very good ventilation; floor drains
<b>Special Needs</b>	No ultraviolet light; foam storage in 5 gal. buckets
<b>Owner supplied Furn. / Equip.</b>	Rolling hose storage racks

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.4 BIOHAZARD / DECON ROOM**

<b>Adjacency Requirement</b>	Next to Apparatus Room, near ambulance & deluge shower
<b>Public Access</b>	None
<b>Security Requirements</b>	None
<b>Contract Millwork / Equipment</b>	24" deep stainless steel counter, 6' long, clothes rack
<b>Floor</b>	Concrete w/ epoxy finish
<b>Walls</b>	CMU w/ epoxy finish, ceramic tile @ floor sink
<b>Ceiling</b>	Painted, exposed structure
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	No A/C; sink w/ eye wash, 3' x 5' floor sink, hose w/ overhead spray.
<b>Special Needs</b>	10' of garden hose w/ spray
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.5 EMS SUPPLIES**

<b>Adjacency Requirement</b>	Next to Apparatus Room & ambulance
<b>Public Access</b>	None
<b>Security Requirements</b>	High
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU w/ epoxy finish
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(10) 18" deep x 36" steel mesh shelving units; ice machine

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.6 GEAR SUPPLY**

<b>Adjacency Requirement</b>	Off Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU / paint
<b>Ceiling</b>	Painted, exposed structure
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	Good exhaust
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(10) 18" deep x 30" metal shelving units w/ floor space for large items. Includes storage for boots, helmets, axes, & shovels

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.7 AIR SUPPLY**

<b>Adjacency Requirement</b>	Off Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	2' deep standing workbench w/ shelves above
<b>Floor</b>	Concrete w/ epoxy finish
<b>Walls</b>	CMU w/ painted finish
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	No A/C; good ventilation; 1" diameter pipe to clean outdoor air
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Fill station (5'h x 4' long x 18" deep), compressor (5'h x 4'w x 3' deep), oxygen fill station, computer work station w/ 2-drawer lateral file cabinet

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.8 WASHER / EXTRACTOR & DRYER (CONTAMINATED)**

<b>Adjacency Requirement</b>	Off Apparatus Room, next to Turn- out Gear Room.
<b>Public Access</b>	None
<b>Security Requirements</b>	None
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ epoxy finish
<b>Walls</b>	CMU, painted
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	Power for appliances & hang gear dryer
<b>HVAC / Plumbing</b>	No A/C, good ventilation; floor drain
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Heavy duty, stainless steel, 45 lb capacity (2 1/2 sets) washer & extractor. Dryer to be gas fired. Electric hanging gear dryer for (4) sets (gloves, coat, boots, pants).

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.10 FIREFIGHTER TOILET**

<b>Adjacency Requirement</b>	Off Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	None
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Ceramic tile
<b>Walls</b>	Ceramic wall tile
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	No A/C, good ventilation; floor drain, sink, toilet
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.11 FIRE POLE**

<b>Adjacency Requirement</b>	Off Apparatus Room & living quarters
<b>Public Access</b>	None
<b>Security Requirements</b>	None
<b>Contract Millwork / Equipment</b>	Tactile warning strip
<b>Floor</b>	Rubber
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED
<b>HVAC / Plumbing</b>	Exhaust
<b>Special Needs</b>	Door w/ panic bar & gasket for fume spread
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.12 WATCH ROOM**

<b>Adjacency Requirement</b>	Next to Apparatus Room & firefighters entrance w/ view to apron
<b>Public Access</b>	Limited
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	Work counter w/ solid surface top
<b>Floor</b>	Rubber
<b>Walls</b>	CMU
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED, multiple power outlets
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(1) chair; zetron console; multifunction printer

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.13 EQUIPMENT REPAIR**

<b>Adjacency Requirement</b>	Off Apparatus
<b>Public Access</b>	None
<b>Security Requirements</b>	Low
<b>Contract Millwork / Equipment</b>	2 - 8' workbenches overhead cabinets
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU w/ painted finish
<b>Ceiling</b>	Exposed, painted
<b>Lighting/ Electrical</b>	LED on sensor; power for welder
<b>HVAC/ Plumbing</b>	Exhaust; sink w/ eye wash; compressed air
<b>Special Needs</b>	Welding station
<b>Owner supplied Furn. / Equip.</b>	Welding euipment, tools, vises, (2) stools

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**11.14 "SAFE" PROGRAM STORAGE**

<b>Adjacency Requirement</b>	Off Apparatus
<b>Public Access</b>	None
<b>Security Requirements</b>	Locked
<b>Contract Millwork / Equipment</b>	18" Deep metal storage shelving on one wall
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU w/ painted finish
<b>Ceiling</b>	Exposed, painted
<b>Lighting/ Electrical</b>	LED on sensor
<b>HVAC/ Plumbing</b>	Exhaust
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**11.15 EMERGENCY MANAGEMENT STORAGE**

<b>Adjacency Requirement</b>	Exterior Access
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	15" deep shelves on 1 wall
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU w/ epoxy paint
<b>Ceiling</b>	Exposed, painted
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	Exhaust
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(5) 3' Metal cabinets, (4) 4-drawer lateral file cabinets, Storage of: (8) folding tables, (6) folding chairs

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**12.1 KITCHEN**

<b>Adjacency Requirement</b>	Near Firefighter Dorm; near Dining & Day Room, Near Training Room/EOC
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	Base & wall Cabinets w/ stainless steel countertops, (4) lockable food cabinets, shared food pantry, work areas for food prep and serving.
<b>Floor</b>	Commercial appliances; 6-burner range w/ (2) ovens, flattop griddle, exhaust hood w/ Ansul, countertop loading dishwasher, (2) 30" wide refrigerator/freezers, Quarry tile, or epoxy
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED; CATV
<b>HVAC / Plumbing</b>	A/C; 3-bowl sink, grease trap
<b>Special Needs</b>	Commercial Kitchen; Must be set up to serve large amounts of people, Training Room/EOC
<b>Owner supplied Furn. / Equip.</b>	Microwave, coffee maker

**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**12.2 DAY & DINING ROOM**

<b>Adjacency Requirement</b>	Near Firefighter Dorm Rooms; next to Kitchen
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Linoleum
<b>Walls</b>	GWB, painted w/ chair rail
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	Indirect LED, dimmable; CATV
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(8) recliners, flat screen TV, end tables, coffee table, task lighting, cabinet for cable box & Blue-Ray player below TV. (1) 3'x10' dining table w/ (10) chairs

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**12.3 MEN'S SHOWERS**

<b>Adjacency Requirement</b>	Near Firefighter Dorm Rooms
<b>Public Access</b>	None
<b>Security Requirements</b>	Privacy
<b>Contract Millwork / Equipment</b>	Solid Surface Counter
<b>Floor</b>	Ceramic tile
<b>Walls</b>	GWB, ceramic tile wainscot typ., full height at showers
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	A/C; exhaust; (2) showers w/ drying areas, (2) toilets, (2) urinals, (2) sinks
<b>Special Needs</b>	Continuous mirrors above counter; handicap accessible.
<b>Owner supplied Furn. / Equip.</b>	None



**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**12.4 WOMEN'S SHOWER**

<b>Adjacency Requirement</b>	Near Firefighter Dorm Rooms
<b>Public Access</b>	None
<b>Security Requirements</b>	Privacy
<b>Contract Millwork / Equipment</b>	Solid Surface Counter
<b>Floor</b>	Ceramic tile
<b>Walls</b>	GWB, ceramic tile wainscot typ., full height at showers
<b>Ceiling</b>	GWB, painted
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	A/C; exhaust; (1) shower w/ drying area, (1) toilet, (1) sink
<b>Special Needs</b>	Continuous mirrors above counter; full length mirror; handicap accessible.
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**12.5 FIREFIGHTER DORM ROOMS**

<b>Adjacency Requirement</b>	Easy access to Apparatus Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Minimum
<b>Contract Millwork / Equipment</b>	(4) 36"W x 24"D wardrobe lockers
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB w/ sound insulation
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED - 2 levels; data/ telephone jacks
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	Bed, night table, chair, space for fold out cot, desk & chair

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS**

**FIRE DEPARTMENT**

**12.6 STUDY**

<b>Adjacency Requirement</b>	Private and quiet, away from Day Room
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	Workcounter w/ shelving above, 20LF book shelving
<b>Floor</b>	Carpet tile
<b>Walls</b>	GWB, sound insulation w/ chair rail
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	A/C
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	(2) work stations, (2) chairs, (2) 2-drawer file cabinets, 3' round table w/ (2) chairs

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**12.7 WASHER / DRYER**

<b>Adjacency Requirement</b>	Located on same floor as Firefighter Dorm Rooms
<b>Public Access</b>	None
<b>Security Requirements</b>	Minimum
<b>Contract Millwork / Equipment</b>	12" Shelf, Washer & Dryer
<b>Floor</b>	Linoleum
<b>Walls</b>	GWB, painted
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED - Power for appliances
<b>HVAC / Plumbing</b>	Exhaust vent & gas for dryer
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**12.8 STORAGE & SUPPLIES**

<b>Adjacency Requirement</b>	Near Firefighters Quarters & Kitchen
<b>Public Access</b>	None
<b>Security Requirements</b>	Moderate
<b>Contract Millwork / Equipment</b>	15" deep shelves on (3) walls
<b>Floor</b>	Linoleum
<b>Walls</b>	GWB
<b>Ceiling</b>	ACT
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	Ventilation
<b>Special Needs</b>	None
<b>Owner supplied Furn. / Equip.</b>	None

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**PUBLIC SAFETY COMPLEX, SPACE NEEDS STUDY  
SOUTHBOROUGH, MASSACHUSETTS  
FIRE DEPARTMENT**

**13.1 TRAINING STAIR/TOWER**

<b>Adjacency Requirement</b>	Exterior Access
<b>Public Access</b>	None
<b>Security Requirements</b>	Lockable
<b>Contract Millwork / Equipment</b>	None
<b>Floor</b>	Concrete w/ hardener
<b>Walls</b>	CMU, unpainted
<b>Ceiling</b>	Exposed, galvanized, unpainted
<b>Lighting / Electrical</b>	LED w/ sensor
<b>HVAC / Plumbing</b>	Separate dry sprinkler system, large floor drain at lowest level
<b>Special Needs</b>	Rugged construction to withstand training, access window with 270 deg hinge at top
<b>Owner supplied Furn. / Equip.</b>	None

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