

City of Bainbridge Island, Washington
Police and Municipal Courts Facility
Space Needs Validation
• Summary W/Out Firearms Range •
January 6, 2017

City of Bainbridge Island, Washington					Up	Down
Police Station						
100	Police Administration		1,321		1,321	
200	Police Records		818		818	
300	Patrol		2,735			2,735
400	Patrol Garage / Sally Port		1,218			1,218
500	Detectives		688		688	
600	Evidence		2,501			2,501
700	Sworn Lockers		1,745			1,745
800	Staff Support Spaces		813			813
900	Public Lobby / Multi-Purpose Rm		3,503		3,503	
Police Dedicated Space			15,340		6,329	9,011
Grossing Factor		15%	2,301	Incl. Gen. Circ. Janitor, Mechanical, Wall Thickness	949	1352
Total Police Dedicated Space			17,641	Two Story Factor	1200	1200
Previous Study					8,478	11,563
Over / - Under Previous Space Study						

Municipal Courts					Up	Down
1000	Courtroom / Chambers		2,668		2,668	
2000	Court Administration / Clerks		1,275		1,275	
3000	Public / Jury / Support Spaces		1,993		1,993	
Court Dedicated Space			5,935		5,935	
Grossing Factor		15%	890	Incl. Gen. Circ. Janitor, Mechanical, Wall Thickness	890	
Total Courts Dedicated Space			6,825		6,825	
Previous Study					15,303	11,563
Over / - Under Previous Space Study						

Total Validation SF		24,466		
Reconciliation	24819	-353	Over / - Under Previous Space Study	

Notes:

Validated Program now includes SF for necessary intradepartmental circulation
Validated Program now includes a grossing factor (mechanical rooms, wall thickness etc.)
Validated Program now includes SF Separate Lobby / Break Rooms
Validated Program assumes police and courts staff share secure parking
Stack assumes sloping site with public spaces on upper level.
This summary assumes that a firearms range is built as a separate (non essential) structure. This allows it to be built sequentially. If it is included in initial project it may also be included in the main SF as part of the lower level.

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200	Police Records		818		818	
300	Patrol		2,735			2,735
400	Patrol Garage / Sally Port		1,218			1,218
500	Detectives		688		688	
600	Evidence		2,501			2,501
700	Sworn Lockers		1,745			1,745
800	Staff Support Spaces		813		813	
900	Public Lobby / Multi-Purpose Rm		3,503		3,503	
OPT	Firearms Proficiency Range		3,594			3,594
Police Dedicated Space			18,934		7141	11793
	Grossing Factor	15%	2,840	Incl. Gen. Circ. Janitor, Mechanical, Wall Thickness	1071	1769
Total Police Dedicated Space			21,774	Two Story Factor	1200	1200
	Previous Study	18519	3,255	Over / - Under Previous Space Study	9412	14762

Municipal Courts					Up	Down
1000	Courtroom / Chambers		2,668		2,668	
2000	Court Administration / Clerks		1,275		1,275	
3000	Public / Jury / Support Spaces		1,993		1,993	
Court Dedicated Space			5,935		5,935	
	Grossing Factor	15%	890	Thickness	890	
Total Courts Dedicated Space			6,825		6,825	
	Previous Study	6300	525	Over / - Under Previous Space Study	16,238	14,762

Total Validation SF		28,599	
Reconciliation	24819	3,780	Over / - Under Previous Space Study

Notes:

- Validated Program now includes SF for necessary intradepartmental circulation
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- Validated Program now includes SF Separate Lobby / Break Rooms
- Validated Program assumes police and courts staff share secure parking
- Stack assumes sloping site with public spaces on upper level.

City of Bainbridge Island, Washington

Police and Municipal Court

Police - Space Needs Validation

• Police •

January 6, 2017

Milestones Sworn or Nonsworn	MAC		Valid.		Number of Spaces	Space Code	Mac	Valid.	Remarks
	Staffing Projection						Area Totals	Area Totals	
	SW	NS	SW	NS					

100 Police -Administration

101 Chief of Police	1		1		1	PO7	308	250	
102 Deputy Chief of Police	1		1		1	PO5	180	180	
103 Administrative Supervisor		1		1	1	PO2	120	120	
104 CRO			1		1	OP3	308	80	Needs separate storage room near multi-purpose rm

Admin Support Spaces

105 Conference Room					1	CNF10	150	228	Doors to Chief / Dep. Chief's Office
• Coffee Alcove					1	COF1	20	25	Just outside Conf Rm.
107 Office Supply Cabinets					2	CAB1	48	10	Cabinets in open area
108 Toilet					1	T1	0	64	Just outside Conf Rm. 105
109 Secure Files					1	100	120	100	Personnel Files
Administrative Lobby / Waiting					0	WTG4	32	0	Waiting will occur at Lobby
						NA		0	

Subtotals	2	1	3	1				1057	
107 Circulation		25%						264	
Net Area								1,321	

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Milestones Sworn or Nonsworn	MAC		Valid.		Number of Spaces	Space Code	Mac	Valid.	Remarks
	Staffing Projection						Area Totals	Area Totals	
	SW	NS	SW	NS					

Patrol

Watch Sergeants	4		4			NA	0	0	Workstations in Watch Office
Patrol Officers	20		24			NA	0	0	No Designated Space (use lockers and reports area)
Relief Supervisor						OP3	80	0	No Designated Space (use lockers and reports area)
Harbormaster	1		1			NA	64	0	No Designated Space (use lockers and reports area)
PEO			1	1		NA	64	0	No Designated Space (use lockers and reports area)

Patrol Support Spaces

301 Sergeants Watch office					4	OP3	336	320	4 workstations in shared open office layout (Inc. Det. Sgt.)
302 Small Conf. Rm.					1	CNF4	0	120	Private Officer FTO Conf.
303 Squad / Briefing					1	BRF20	384	360	
304 Report Writing					8	OP1	336	384	Can be part of open area
• Officers Files					20	FL2	0	180	Total 24 drawers, plus Harbormaster & Parking Enf.
305 Patrol Equipment					1	STOR2	140	80	Daily equipment use. Power raceway for chargers
306 Juvenile Lounge					1	80	100	80	Non-secure juvenile waiting (No locks or latches)
307 Juvenile Toilet					1	T1	0	64	Suicide - resistant
308 Mud Room					1	100	120	100	Boot Wash / Uniform Dry-Clean cleaning pick-up
309 Armory / Ammo / Weapons					1	150	150	150	Moved from Sally Port (60% relative humidity)
310 Weapons Maint.					1	WC	48	36	

Suspect Area

311 Intake BAC / DRE					1	150	150	150	
313 Patrol / Suspect Interview Room					1	INT1	80	100	Secure Interview
314 Unisex Toilet					1	T1	48	64	Must be ADA (Suicide Resistant)
Security Interlock Vestibule					0	48	48	0	
Temporary Holding Cells					0	80	160	0	
						NA	0	0	
						NA	0	0	

304 Subtotals	25	1	29	1				2188	
Circulation	25%							547	
Net Area								2,735	

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	Staffing Projection						Area Totals	Area Totals	
	SW	NS	SW	NS					

400 Fleet Garage / Sally Port

401	Suspect Transfer Area (Sally Port) - Vehicular				1	952	1400	952	2 cars Side by Side (34' X 28') Inc. Temp Kennel
401	Police Bicycle Storage Racks				20	BKE1	60	100	Caged area in sally port
401	Fleet Supply Cab				1	CAB1	0	5	Oil, washer fluid etc.
401	Washer Dryer				1	NA	0	50	
	Temporary Animal Service Kennels				0	30	30	0	No added space needed (portable kennels)
	Sally Port Storage				0	100	100	0	No added space needed (Storage cabinets in Sally Port)
						NA	0	0	

401	Subtotals	0	0	0	0			1107	
	Circulation	10%						111	
	Net Area							1,218	

500 Detectives

	Detective Sgt.	1		1	0	OP3	320	0	See Patrol Watch Office
501	Detective	4		4	4	OP3	320	320	Work neighborhood

Detectives Support Spaces

502	Supplies / Equipment Storage				1	STOR2	100	80	Field / electronics equipment
503	Interview Room				1	INT1	100	100	Mainly for witness and victim
504	Monitor Room				1	MON1	0	50	
						NA	0	0	

501	Subtotals	5	0	5	0			550	
	Circulation	25%						138	
	Net Area							688	

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	Staffing Projection						Area	Area	
	SW	NS	SW	NS			Totals	Totals	

700 Locker / Shower / Fitness

701 Open Officer's Locker Rm.					40	LKR3	0	360	
• Boot Polish Station					1	48	48	0	Part of circulation
702 Privacy T Shower (W / Shower)					2	T1SH1	0	180	
703 Privacy T WO / Shower					2	T1	0	128	
704 First Aid/Wellness / Nursing Mothers					2	NA	128	128	Mother's nursing above

Fitness

701 Training Fitness Cardio Weights					1	NA	600	600	Lockers flow into Fitness
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Programmed (Traditional) Locker Rm.

Men's Restroom							250	250	0
Men's Showers							60	60	0
Men's Lockers							240	240	0
Women's Restroom							250	250	0
Women's Showers							60	60	0
Women's Lockers							144	144	0
Drying Closet							48	48	0
									Vest drying Included in patrol lockers

701 Subtotals	0	0	0	0				1396	
Circulation	25%							349	
Net Area								1,745	

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	Staffing Projection						Area Totals	Area Totals	
	SW	NS	SW	NS					

800 Staff Support Spaces

801 Lunch Room					1	250	150	250	Kitchen/ Vending Etc./ with patio space
804 Staff Conference Rooms					1	200	400	200	Seats 6-8 (Adj. to Multi-Purpose rm)
806 Huddle / Conference Room					1	200	0	200	Seats 6-8 (Adj. to Multi-Purpose rm)
						NA	0	0	Tables, Chairs

Subtotals	0	0	0	0				650	
Circulation	25%							163	
Net Area								813	

900 Public Lobby / Multi-Purpose

901 Public Entry Vestibule					1	80	0	80	
902 Lobby / Reception					1	200	500	350	
Information Kiosks					1	100	100	0	Included in Lobby SF
903 Livescan alcove					1	30	0	30	
904 Report Taking					1	100	0	100	After Hours Area of Refuge
905 Public Restrooms					3	64	400	192	(3) Unisex Privacy

Multi-Purpose Rm.

906 Training Room / Public Meeting					45	25	1,600	1,600	Seating (at tablet tables) for 45
907 Training Equip. Storage					1	200	0	200	Def. tactics mats, red man suits etc./
908 CRO Storage					1	150	150	150	Near Common Meeting Room
909 Table/Chair Storage					1	100	0	100	Inc. AV

Distributed	Subtotals	0	0	0	0			2802	
	Circulation	25%						701	
	Net Area							3,503	

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Milestones Sworn or Nonsworn	MAC		Valid.		Number of Spaces	Space Code	Mac	Valid.	Remarks
	Staffing Projection						Area Totals	Area Totals	
	SW	NS	SW	NS					

Firearms Proficiency Firing Range

Firing Range					4	FR1		2,600	25 Yard, 4 Point with granular rubber trap
Target Storage/Ammo Storage					1	300		300	
Acoustic Vestibule					1	100		100	
Armorer's Room					1	ARM		125	
• Weapons Maint. Ctr.						NA		0	
• Weapons Clearing Port						NA		0	

Subtotals	0	0	0	0				3125	
Circulation								469	
Net Area								3,594	

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Court -Space Needs Validation
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January 6, 2017

Milestones Sworn or Nonsworn	Number of Spaces	Space Code	MAC	Valid.	Remarks
			Area Totals	Area Totals	

1000 Courtroom

1001 Courtroom	1	1750	1,750	1,750	40 seated in Gallery (6+1 Jury)
1002 Judges Chambers	1	250	168	250	Shared entry to Courtroom

Courtroom Support Space

1003 In-Custody Holding	1	HC1	80	70	Shared Door to Courts / Police
1004 In-Custody Toilet Rm.	1	64	64	64	Adj to Holding Cell
Courtroom Storage Rm.	1	0	64	0	
		NA	0	0	

Distributed	Subtotals			2,134	
	Circulation	25%		534	
	Net Area			2,668	

2000 Court Clerks / Administrator

2001 Court Administrator	1	PO3	150	140	
2002 Court Clerks	5	OP3	400	400	With two (2) stand-up transaction counters

Court Clerk Support Spaces

2002 Public Transaction Counter	2	30	220	60	1 Counter w / semi-private consultation area
2002 Courts Files	1	300	220	300	HD records units (stores both active + archive)
2003 Copy Rm	1	120	120	120	Includes office supply sto. cabs.
		NA	0	0	

2002	Subtotals			1,020	
	Circulation	25%		255	
	Net Area			1,275	

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Court -Space Needs Validation

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Milestones Sworn or Nonsworn	Number of Spaces	Space Code	MAC	Valid.	Remarks
			Area Totals	Area Totals	

3000 Public Spaces

3001	Public Entry Vestibule	1	80	0	80	Now Independent - was initially shared with PD
3002	Public Waiting / Lobby	1	300	0	300	Now Independent - was initially shared with PD
3003	Security Office	1	150	150	150	View and direct access to Lobby and Courtroom
3004	Unisex Public Restrooms	2	64	128	128	Now Independent - was initially shared with PD

Post Screened Area

3005	Unisex Staff Toilet Rm.	1	64	64	64	
3006	Public Defender	1	108	128	108	
3007	Prosecutor Office	1	108	0	108	
3008	Domestic Violence (YWCA)	3	64	120	192	3 Workstations

Staff / Jury Only Spaces

3009	Staff Break Rm.	1	150	150	150	
3010	Jury Assembly / Deliberation / Staff Conf. Rm.	1	250	150	250	25 Selection/ 6+1 Alt. Deliberation
3011	Unisex Jury Toilet Rm.	1	64	64	64	May be used as additional staff restroom when no jury is present
			NA	0	0	

Distributed	Subtotals			954	1,594	
	Circulation	25%			399	
	Net Area			954	1,993	

Misc. Spaces

Data / Tele Rm.	1	64	64	0	Part of MWL Grossing
Janitor Rm.	1	30	30	0	Part of MWL Grossing
Electrical Rm.	1	64	64	0	Part of MWL Grossing
Sprinkler Riser Rm.	1	64	64	0	Part of MWL Grossing
		NA	0	0	

Subtotals				0	
Circulation	25%			0	
Net Area				0	

City of Bainbridge Island, Washington
 Police and Municipal Court
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 • Site Summary 1-Story W/Out Firearms Range •
 January 6, 2017

Police Exterior Spaces
 All Parking At Grade

	Valid.		Valid.	Remarks
Secure Staff Parking (Day Shift)				
Police Administration	4	AUTO	1,400	
Police Records	3	AUTO	1,050	
Police Patrol				
• On-coming Take Home (future build-out)	8	FLEET	3,200	
• 1/2 build-out Shift Overlap	4	FLEET	1,600	
Detectives	5	AUTO	1,750	
Property Evidence	1	AUTO	350	
• Impound Spaces	6	AUTO	2,100	
• Bicycle Cage			200	
Municipal Courts Staff	10	AUTO	3,500	
Subtotal	41		15,150	
Vacation / Sick Factor (Deduction) 15%	-6	AUTO	-2,153	
Secure (Motorcourt) Parking	35		12,998	Fenced Perimeter- Controlled Access
Total Secure Motorcourt Parking Allowance Current & Future	35		12,998	
Police Multi-purpose rm.	25	AUTO	8,750	Assume shared rides
Courtroom	25	AUTO	8,750	Assume shared rides
Total Non-Secure Parking	50		17,500	
Subtotal	85		30,498	
Circulation Factor			1.4	
Subtotal: Parking and Circulation Area in SF			42,697	
Building footprints (1-story w/out firearms range)			24,466	
Outdoor Break Area			800	
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			800	
Trash Dumpster Enclosure / Loading Area			200	
Subtotal: Site Area Need in SF			70,963	
Allowance - Setback			10,209	25,30,15,15
Allowance - Surface Water Retention 20%			14,193	
Allowance - Landscaping Area 10%			7,096	
Total Site Area Need (SF)			102,461	
Total Site Area Need (Acres)			2.35	

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 Police and Municipal Court
 Police - Space Needs Validation
 • Site Summary 1-Story W/ Firearms Range •
 January 6, 2017

Police Exterior Spaces
 All Parking At Grade

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Secure Staff Parking (Day Shift)				
Police Administration	4	AUTO	1,400	
Police Records	3	AUTO	1,050	
Police Patrol				
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• 1/2 build-out Shift Overlap	4	FLEET	1,600	
Detectives	5	AUTO	1,750	
Property Evidence	1	AUTO	350	
• Impound Spaces	6	AUTO	2,100	
• Bicycle Cage			200	
Municipal Courts Staff	10	AUTO	3,500	
Subtotal	41		15,150	
Vacation / Sick Factor (Deduction) 15%	-6	AUTO	-2,153	
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Courtroom	25	AUTO	8,750	Assume shared rides
Total Non-Secure Parking	50		17,500	
Subtotal	85		30,498	
Circulation Factor			1.4	
Subtotal: Parking and Circulation Area in SF			42,697	
Building footprints (1-story w/ firearms range)			28,599	
Outdoor Break Area			800	
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			800	
Trash Dumpster Enclosure / Loading Area			200	
Subtotal: Site Area Need in SF			75,096	
Allowance - Setback			10,401	25,30,15,15
Allowance - Surface Water Retention 20%			15,019	
Allowance - Landscaping Area 10%			7,510	
Total Site Area Need (SF)			108,025	
Total Site Area Need (Acres)			2.48	

City of Bainbridge Island, Washington

Police and Municipal Court

Police - Space Needs Validation

• Site Summary 2 Story W/Out Firearms Range •

January 6, 2017

Police Exterior Spaces

All Parking At Grade

	Valid.		Valid.	Remarks
Secure Staff Parking (Day Shift)				
Police Administration	4	AUTO	1,400	
Police Records	3	AUTO	1,050	
Police Patrol				
• On-coming Take Home (future build-out)	8	FLEET	3,200	
• 1/2 build-out Shift Overlap	4	FLEET	1,600	
Detectives	5	AUTO	1,750	
Property Evidence	1	AUTO	350	
• Impound Spaces	6	AUTO	2,100	
• Bicycle Cage			200	
Municipal Courts Staff	10	AUTO	3,500	
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Total Secure Motorcourt Parking Allowance Current & Future	35		12,998	
Police Multi-purpose rm.	25	AUTO	8,750	Assume shared rides
Courtroom	25	AUTO	8,750	Assume shared rides
Total Non-Secure Parking	50		17,500	
Subtotal	85		30,498	
Circulation Factor			1.4	
Subtotal: Parking and Circulation Area in SF			42,697	
Building footprints (2-story - w/out firearms range)			15,303	
Outdoor Break Area			800	
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			800	
Trash Dumpster Enclosure / Loading Area			200	
Subtotal: Site Area Need in SF			61,800	
Allowance - Setback			9,765	25,30,15,15
Allowance - Surface Water Retention 20%			12,360	
Allowance - Landscaping Area 10%			6,180	
Total Site Area Need (SF)			90,104	
Total Site Area Need (Acres)			2.07	

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Subtotal	85		30,498	
Circulation Factor			1.4	
Subtotal: Parking and Circulation Area in SF			42,697	
Building footprints (2-story w/ firearms range)			16,238	
Outdoor Break Area			800	
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			800	
Trash Dumpster Enclosure / Loading Area			200	
Subtotal: Site Area Need in SF			62,734	
Allowance - Setback			9,811	25,30,15,15
Allowance - Surface Water Retention 20%			12,547	
Allowance - Landscaping Area 10%			6,273	
Total Site Area Need (SF)			91,366	
Total Site Area Need (Acres)			2.10	