



MEETING Minutes

Date: Wednesday, June 5, 2024, 1:00 pm
Project: Public Safety Facility
Location: Community Room, City Hall, 60 Court Street, Auburn, Maine

Meeting Title: Public Safety Facility Ad-hoc Building Committee June Meeting

Attendees:

- a. Woodard & Curran
 - i. Megan McDevitt
- b. Port City Architecture
 - i. Lita Semrau
 - ii. Andy Hyland
- c. City of Auburn
 - i. Phil Crowell
 - ii. Derek Boulanger
 - iii. Amanda Denning
 - iv. Robert Chase
 - v. Jason Moen
 - vi. Tim Cogle
- d. Ad-Hoc Committee
 - i. Andy Titus
 - ii. Tim Simpson
 - iii. Bill Hamilton

1. National Conference Report from Chiefs

- a. Andy, Chief Moen and Chief Chase attended the Public Safety Design Conference in Phoenix, AZ in May.
- b. Andy shared the attached presentation on important design concepts for public safety facilities.
- c. Both Chiefs shared takeaways from the national conference:
 - i. Be predictive of the future but flexible in design so adjustments can be made for the future that can't be predicted.
 - ii. Consider new OSHA rules for firefighter safety
 - iii. Design/engineer solutions to address firefighter health concerns, specifically mental health:
 - 1. "Daylighting" design
 - 2. Decompression spaces
 - iv. Building layout can improve operational efficiency (i.e. evidence processing and lockers)

2. Augusta PD Site Visit Report from Ad-Hoc Committee
 - a. Phil and the Committee members provided a high-level overview of the site visit with the following takeaways:
 - i. Prefer administration suites over long corridors with offices.
 - ii. Evaluate multiple smaller fitness spaces for security concerns or provide secured lockers. Important to properly locate fitness spaces within the building layout.
 - iii. Ensure there is sufficient conference/training room space and that training spaces need to be designed for job specific tasks.
 - iv. Provide flexible office space.
3. Review Public Safety Facility Programming
 - a. Lita shared the attached facility programming.
4. Review Preliminary Public Safety Facility Site Plan
 - a. Megan presented the attached conceptual site plan.
5. Review Project Schedule
 - a. City recently received a draft Purchase & Sales Agreement for 67 Kittyhawk.
 - b. CMAR RFP has been issued and a dozen firms have shown interest.
 - i. Proposals are anticipated to be received mid-July
 - c. There will be no Ad-Hoc Committee meeting in July due to the July 4th holiday.



CITY OF AUBURN PUBLIC SAFETY FACILITY IMPORTANT DESIGN CONCEPTS



IMPORTANT DESIGN CONCEPTS: FIRE/EMS – APP BAYS

Apparatus Bays:

- Hot Zone with contaminants
- Drive-thru bays when possible
- Exhaust containment
- No columns if possible
- Air Water, Elec drops
- 14x14 ft Bay Doors
- Trench Drains that work



IMPORTANT DESIGN CONCEPTS: FIRE/EMS – LIVING SPACE

Individual Sleeping Quarters:

- Post Covid reality
- Gender neutral
- Sleeping habits
- Allows for private study and decompression time for mental health wellness



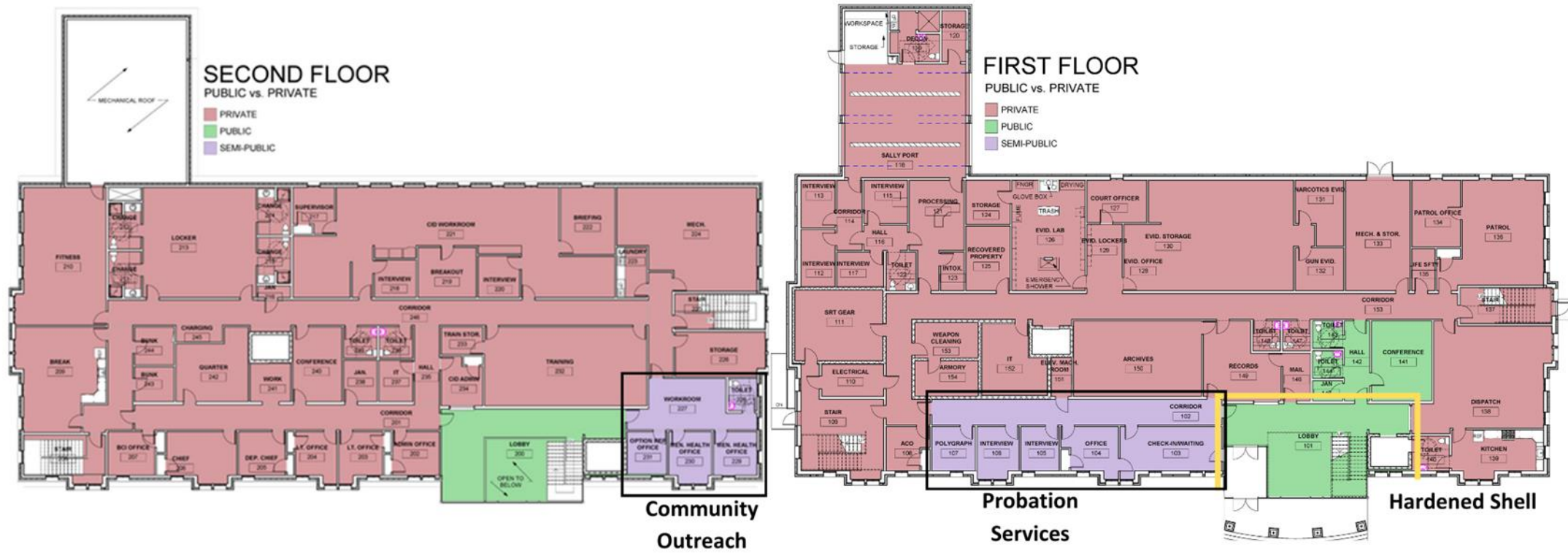
Kitchens and Day Rooms:

- Locate living areas away from public spaces and near the apparatus bay
- Supports and encourages camaraderie between First Responders
- Supports both individual and group meal preparation
- Durable easy-to-clean finishes



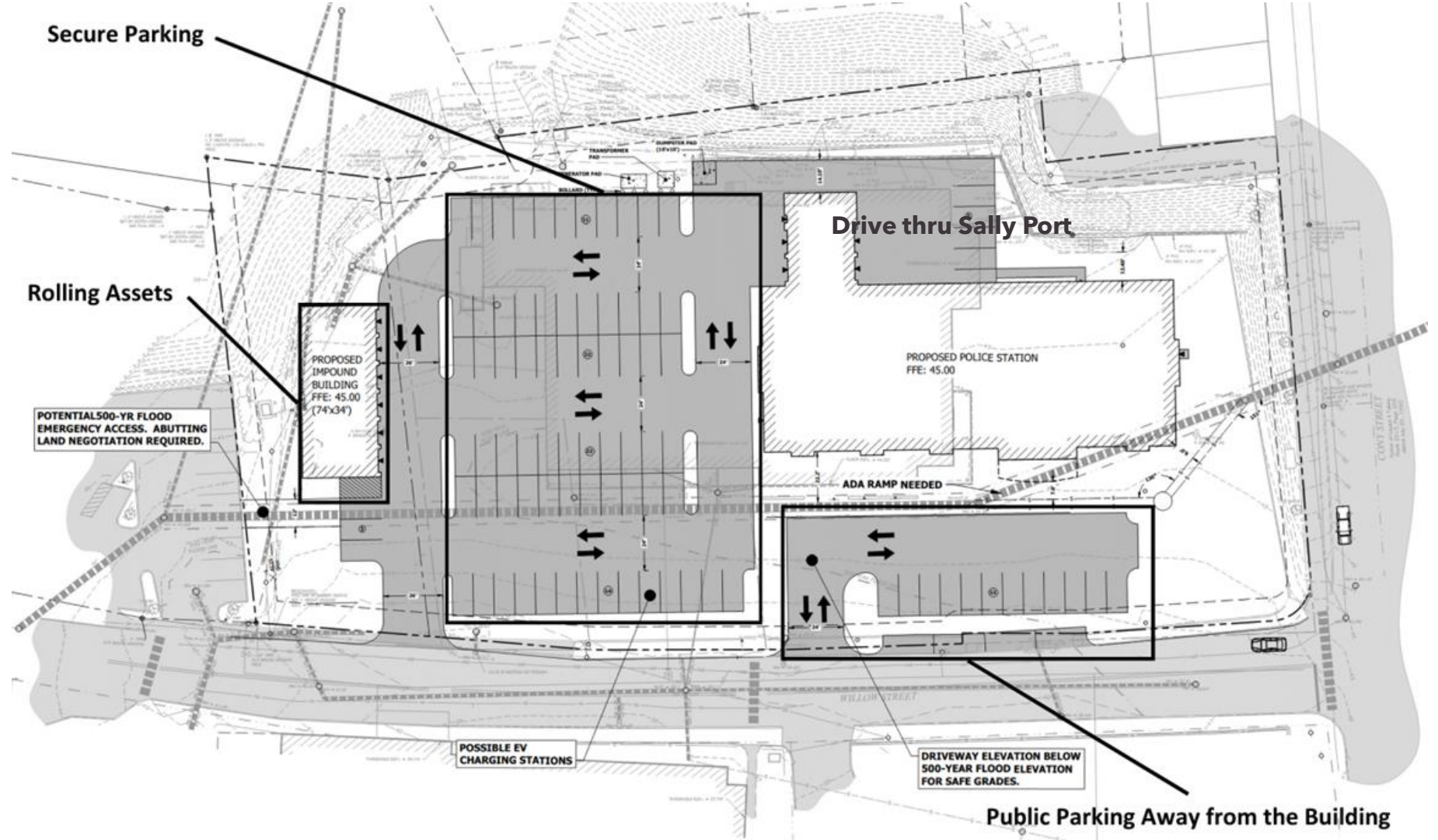
IMPORTANT DESIGN CONCEPTS: POLICE - SECURE FACILITY

Public Space/Secure Space Separation in Augusta:



IMPORTANT DESIGN CONCEPTS: POLICE - SECURE FACILITY

Public
Space/Secure
Space Separation
in Augusta:



IMPORTANT DESIGN CONCEPTS: POLICE - EVIDENCE



Evidence Processing Lockers: Once evidence is processed, bagged, and tagged at a specially design station, it is passed through secure evidence lockers to provide a solid chain-of-custody.

Evidence Processing Lab: Prior to storage, evidence is processed in a secure lab. Processing can include drying, fingerprint detection, and investigation of biological, firearms, and drug evidence.

Evidence Storage Sliding file system allows for more storage space and a digital locating system. Provide separate ventilated lockable storage for drugs and firearms.

IMPORTANT DESIGN CONCEPTS: SHARED SPACE – TRAINING & FITNESS



Berwick Fire Station

Fitness Center:

- Essential for physical and mental health
- Two very demanding professions
- Important recruitment tool

Training Opportunities:

- Tactical Training Area with lethal and non-lethal weapons
- Stair training
- Ladder training
- Confined Space training



Sanford Police Station

IMPORTANT DESIGN CONCEPTS: SHARED SPACE – TRAINING/EOC

Training Rooms/EOC:

With a state-of-the-art multimedia center and its own exterior entrance, this space provides the department with a large room for training, staff meetings, classes, certifications, and emergency event operations.

Features include hurricane resistant windows and multiple overhead drops for power, A/V, and IT connections



Gorham Police and Fire Station

IMPORTANT DESIGN CONCEPTS: SHARED SPACE – THREAT PREVENTION

Human Threat Deterrents:

- Standoff distances
- Hardened Shell
- Ballistic resistance at key areas
- Cameras and lighting
- Secure parking area

Environmental Threat Prevention:

- Flood Strategy (500-year event)
- Climate Risk Assessment
- Extreme weather design
- Durable hard materials
- Seismic design - IBC Risk Category 4
- System redundancy and backup power
- Air Quality post Covid

The Public Safety Building should be the safest building in Auburn

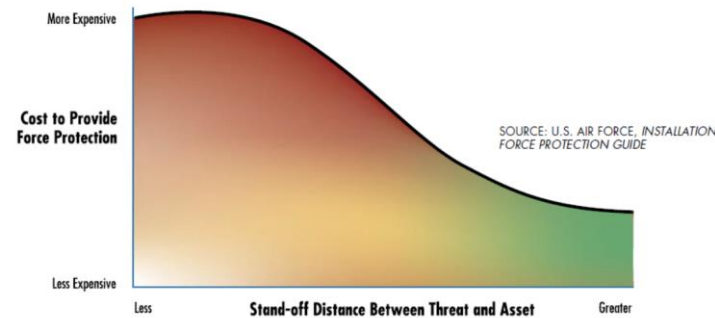
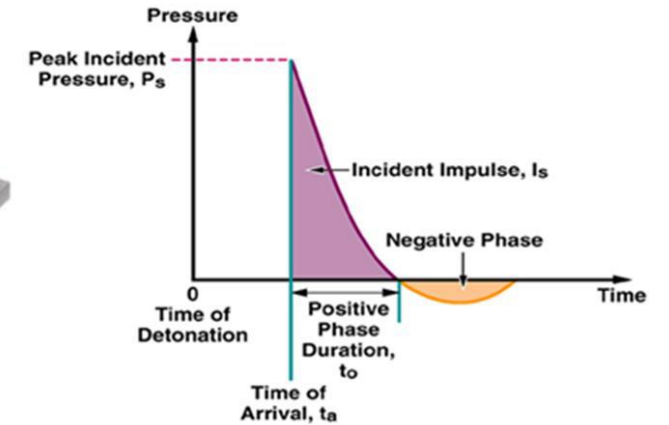
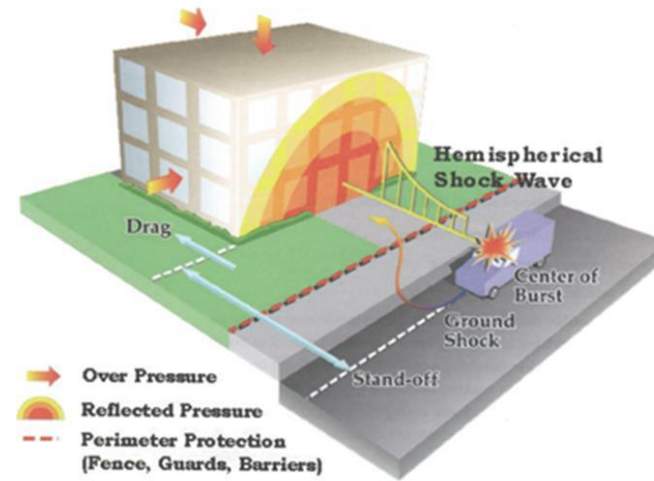


Figure 4-8 Relationship of cost to stand-off distance

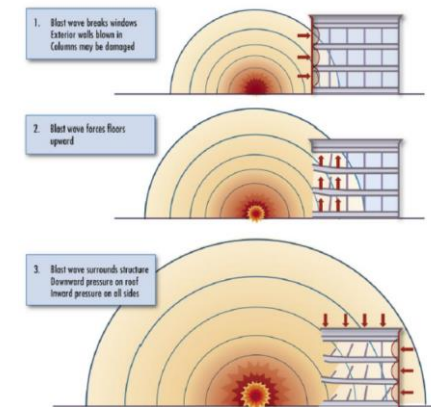


Figure 4-4 Blast pressure effects on a structure

IMPORTANT DESIGN CONCEPTS: SHARED SPACE – MECH SYSTEM

MECH System

- Indoor Air Quality: Control of airflow and pressure (clean to dirty concept). Apparatus bays and Sallyports utilize specialized ventilation to maintain negative pressure and emergency contamination evacuation systems. Positively pressurized bunk rooms and administrative areas.
- System redundancy-provides N+1 equipment configuration to minimize “single point of failure”.
- System location-out of flood plain, seismic support, etc to provide dependable uninterrupted operation in times of emergency/catastrophe.
- System efficiency & Sustainability: radiant slabs, variable refrigerant flow, consider geothermal, DOAS.
- Space isolation capabilities for pandemic preparation-negative pressure room, increased ventilation, enhanced filtration.



Berwick Fire Station

IMPORTANT DESIGN CONCEPTS: SHARED SPACE – ELEC SYSTEMS

ELEC Systems

- Service sizing for fully electrified building program
- Service entrance configured for continuous operation
- Back up on-site power systems
- Sustainable power system integration
- Charging stations for battery powered equipment
- Department communication systems support
- Access Control/Security systems support
- Robust IT/AV systems
- Critical Operations Power System (COPS)



Saco Fire Station

Auburn Police Station

Description	Sqft.	Number	Total Sqft..	Notes
Records				
Supervisor's Office	120	1	120	Future growth
Record Clerk (Information Assistant)	80	2	160	A desk for the Record Clerk's
Court Officer	120	1	120	An office for the Court Officer
Record Archive	380	1	380	A place to store all the records as required by law
Support spaces	600	1	600	Copier, storage, internal circulation
Records Total			1,380	
Administrative & Professional Standards				
Chief Office	220	1	220	An office for the Chief
Deputy Chief	200	1	200	An office for the Deputy Chief
Executive Assistant's Office	120	1	120	An office for the Executive Assistant
Administrative Office	120	1	120	Future
Lieutenant's Office	140	1	140	An office for the Lieutenant
Sergeant's Office	120	1	120	An office for the Sergeant
Support Areas	660	1	660	Includes storage, copier, restrooms, etc.
Administrative Total			1,580	
Support Services				
Lieutenant's Office	140	1	140	An office for the Lieutenant
Sargent's Office	120	1	120	An office for the Sergeant
Quarter Master Storage	300	1	300	Metal Shelving - uniform & equipment
Bullpen for Parking, ACO, SRO, etc.	710	1	710	Desks for five desks and their storage
Support Services Total			1,270	
Patrol				
Lieutenants Office's	140	2	280	An office for the Lieutenant
Sergeant's Office	120	2	240	A shared office for the Sergeant on duty
Patrol	710	1	710	Desks & meeting space for 12 people
Support Areas	480	1	480	Includes storage, copier, ready room, etc.
Patrol Total			1,710	
Detainee Processing				
Booking Area	340	1	340	Work Counter, intox, sink
Sally Port	480	1	480	
Secured Interview Rooms	108	4	432	
Detainee Processing Total			1,252	
CRO				
Check In & Polygraph Area	320	1	320	A place to monitor parolees
CRO Total			320	
Property & Evidence				
Evidence Tagging & Processing	640	1	640	
Bulk Evidence Storage	1,520	1	1,520	
Property & Evidence Total			2,160	
Criminal Investigation Department (CID)				
Lieutenant's Office	140	1	140	An office for the Lieutenant
Sargent's Office	120	2	240	An office for the Sergeant
Criminal Investigation Workroom	1,120	1	1,120	Ten work stations
Support Areas	660	1	660	Includes storage, copier, restrooms, etc.
Total Criminal Investigation Department			2,160	
Support Spaces				
Armory / Weapon Cleaning	420	1	420	A place to repair guns
Tactical Training & Certification	4,140	1	4,140	
Rolling Assets	1,400	1	1,400	
Lockers (70 Units)	1,580	1	1,580	Co-ed lockers & changing rooms
Support Areas	120	1	120	Includes storage, copier, restrooms, etc.
IT / Radio Room	200	1	200	
Support Spaces Total			7,860	
Utility Space				
Heated Garage	1,100	1	1,100	Evidence processing, lost items, etc.
Utility Space Total			1,100	
Sub Total			20,792	
Circulation Factor of 30%			6,238	
Grand Total			27,030	

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Auburn Fire Station				
Administrative Fire				
Chief Office	200	1	200	An office for the chief
Deputy Chief Office	160	1	160	An office for the Deputy Chief
Executive Assistant	120	1	120	An office for the Executive Assistant
EMS Deputy Chief Office	160	1	160	An office for EMS Deputy Chief
Fire Prevention Office (FPO)	120	1	120	An office for FPO
Fire Prevention Specialist Office	120	1	120	An office for Fire Prevention
Conference Room (8 People)	160	1	160	
Support Areas	890	1	890	Includes storage, copier, restrooms, etc.
Administrative Total			1,930	
Daily Operations / EMS				
Captain Office	140	1	140	(1) Desk w/ (2) Guest Chairs - this will be used by the Captain on Duty
EMS Coordinator	140	1	140	(1) Desk w/ (2) Guest Chairs
Battalion Office	140	1	140	(1) Desk w/ (2) Guest Chairs - this will be used by the Battalion on Duty
Report Room	240	1	240	An office with (4) work stations, shredder, scanner
Daily Operations / EMS Total			660	
Living Quarters				
Day Room	480	1	480	Space for (7) people
Kitchen / Dining	500	1	500	Shared with Day Room - need alcove for vending machine
Bunk Room Suites	2,400	1	2,400	Currently (28) people with growth for (2) - each suite houses 10 people
Support Areas	720	1	720	Includes storage, restrooms, etc.
Living Quarters Total			4,100	
Apparatus Bay				
Double Apparatus Bay	1,428	6	8,568	(1) Ladder Truck, (2) Engine/pump, (2) Ambulance Unit, (1) Command SUV, (1) Pick-up, (1) EMS Pick-up, (1) Rescue Boat w/ Trailer, (3) SUV (day storage), (1) antique truck - need fire poles from above
Turnout Gear Room	25	44	1,100	Lockers for (44) people - lockers should be big enough for a backup suit
Decon Room	300	1	300	Shower, (2) extractors, (2) driers, 3-bay sink - doesn't need direct exterior access
Support Spaces	2,890	1	2,890	Storage, hoses, equipment, maintenance, etc.
Apparatus Bay Total			12,858	
Support Spaces				
Radio / IT Room	300	1	300	
IT Room	120	1	120	Need to confirm is need this or combined with Police
Support Spaces	690	1	690	Stairs, elevator, bathroom, etc.
Support Spaces Totals			1,110	
Total Fire Department			20,658	
Circulation Factor of 25%			5,165	
Grand Total			25,823	
Fire Site Needs				
Burn Structure				A practice structure for training - could be prefabbed - need 4" or 6" water line to building
Both gas & diesel gas fueling stations				Need to confirm where & what types of fuel
Fire Site Needs Total				

Space Needs

Auburn Public Safety Building

June 4, 2024



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Auburn Combined Spaces				
Support Spaces				
Training Room / EOC (80 People)	2,580	1	2,580	(80) Chairs with Table & Chair Set Up - Divider so can be used by two different groups
Conference Room (10 People)	200	1	200	A conference room to be shared by both departments
Fitness Room	1,360	1	1,360	Confirm Type of Equipment
Bathrooms	400	1	400	Number & location to be confirmed as the project continuous
Support Spaces Totals			4,540	
Lobby / Public Areas				
Vestibule / Entry for the Building	840	1	840	This should be secure but welcoming - should the be a combined public entrance for Police & Fire or separate?
Lobby Total			840	
Support Spaces				
Lobby, Waiting, Vertical Circulation	1,720	1	1,720	Stairs, elevator, bathroom, etc.
Support Spaces Total			1,720	
Total Combined Spaces			7,034	
Circulation Factor of 25%			1,759	
Grand Total Combined Spaces			8,793	
Grand Total Square Footage			61,645	This does not includes Dispatch



Woodard & Curran

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AUBURN, ME
PUBLIC SAFETY FACILITY

REV. MM/DD/YY DESCRIPTION

JOB NO: 0233891.23
DATE: APRIL 2024
SCALE: 1"=40'
DESIGNED BY: MDLM
DRAWN BY: BCM
CHECKED BY: MDLM
FILENAME: C-100.dwg

DRAWING TITLE:
**CIVIL
CONCEPTUAL SITE LAYOUT**

DRAWING NO:
C-100

40' 0 40' 80'
BAR SCALE
1" = 40'
CHECK GRAPHIC SCALE BEFORE USING



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