



EOC/PSB Site Selection Committee Special Meeting Agenda

Town of Swansboro
Wednesday, September 25, 2024

I. Call to Order

II. Minutes

a. September 3, 2024, Special Meeting Minutes

III. Business

a. Continued Discussion on Producing a Portfolio *Presenter: Keith Walsh – Committee Chair*

To date the following documents/details have been identified for inclusion to the portfolio.

- BeckerMorgan Feasibility Study
- Wooten Plans
- Construction Timelines
- Other Area EOC/PSB/Station Building Plans
- Draft Request for Qualifications (RFQ)

Recommended Action: Review and discuss.

b. Continued Discussion on Rotary property Ingress/Egress situation research/exploration

c. New Property Acquisition/Discussion/Review

IV. Chairman/Board Thoughts/Staff Comments

V. Public Comments

VI. Adjournment

Town of Swansboro
EOC/PSB Site Selection Committee
September 3, 2024, Special Meeting Minutes

Item II - a.

In attendance: Board members - Keith Walsh, Commissioner Doug Eckendorf, Roy Herrick, and Melissa Anderson. Junior Freeman was on a leave of absence. Staff in attendance were: Fire Chief Jacob Randal, Interim Town Manager Jon Barlow and Town Clerk Alissa Fender.

Call to Order

The meeting was called to order at 6:05 pm in the Fire Department training room.

Adoption of Minutes

On a motion by Mr. Herrick, seconded by Commissioner Eckendorf, the minutes for the August 7, 2024, and August 21, 2024, special meetings were approved unanimously.

Business

Continued Discussion on Producing a Portfolio

Items previously identified for inclusion into the portfolio were the BeckerMorgan Feasibility Study, a construction timeline and other area's building plans for similar facilities. Items established to additionally be included were the Wooten Company conceptional drawings presented to the Board of Commissioners back in 2021, and to create a Request for Qualifications.

Continued Discussion on Build by Design Options/Details and Further Direction

Items previously identified for inclusion into the Build by Design options were company details for Bobbit Construction, Tarheel Building Systems, plans created by The Wooten Company for the Town in 2021, and plans for the Jacksonville Station #4. The Request for Qualifications was determined to also be included.

Continued Discussion on Rotary Property Ingress/Egress Situation Research/Exploration

Access to Highway 24 remained a concern along with infrastructure costs related to building and creation of a road to access Highway 24. Additionally, the property was identified as having drainage issues due to wet conditions and wetlands located on the property and neighboring property. The committee considered working with the Rotary to access a nearby ditch to improve the drainage situation. Soil borings were mentioned, and approval would be granted by the Rotary to proceed with these tests, if needed. The Towns engineer had been engaged to review these issues and complete an evaluation, but his report had not been received.

Property acquisition discussion/review

There were no updates on any new property acquisition options.

Public Comment

Junior Freeman addressed the Board sharing that there were not any wetlands on the Rotary property and suggested that an exchange with the Bailey Center be considered for resolution of any ingress/egress issues.

Adjournment

On a motion by Ms. Anderson, seconded by Mr. Herrick, the meeting adjourned at 7:04 pm with unanimous approval.



EOC/PSB Site Selection Committee Meeting Agenda Item Submittal

Item To Be Considered: **Continued Discussion on Producing a Portfolio**

Board Meeting Date: **September 25, 2024**

Prepared By: **Alissa Fender, MMC – Town Clerk**

Overview: To date the following documents/details have been identified for inclusion to the portfolio.

- BeckerMorgan Feasibility Study
- Wooten Plans
- Construction Timelines
- Other Area EOC/PSB/Station Building Plans
- Draft Request for Qualifications (RFQ)

Background Attachment(s):

1. BeckerMorgan Feasibility Study
2. Wooten Plans
3. Construction Timelines
4. Piney Green Station Building Plans
5. Jacksonville Station 4 Building Plans
6. Draft Request for Qualifications (RFQ)

Recommended Action: Review and discuss.

Action: _____



PUBLIC SAFETY BUILDING FEASIBILITY REPORT

For the

**TOWN OF SWANSBORO
NORTH CAROLINA**

Prepared by:



ARCHITECTURE
ENGINEERING

June 28, 2023

BMG Project No. 2022295.00

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Overall Project Summary

The Town of Swansboro, Onslow County, North Carolina is located on the Intracoastal Waterway at the mouth of the White Oak River. The Town is 1.3 square miles in land area and includes 3,605 year-round residents¹. Fire and police dispatch calls are routed from Onslow County E-911 in Jacksonville, North Carolina. The County population is expected to grow almost 12% by 2030² with expectations the coastal communities will enjoy much of that growth.

The Town is served by a combined sworn and volunteer fire service of 38 members stationed at 609 West Corbett Avenue. The department services the Swansboro and White Oak Fire Districts. The fire service employs 3 firefighters operating in multiple shifts, on a 48-hours on/96-hours off basis. The department chief is Jacob Randall.

Law enforcement is provided by a sworn police force of 13 full time and 4 reserve officers. Currently all police operations are housed at 609 West Corbett Avenue in a facility shared with the fire department. The police department employs shifts of 2 patrol officers and 1 supervisor operating on a 12-hour basis. The department chief is Dwayne Taylor.

The combined fire and police station is now known as the Swansboro Public Safety Facility. It was constructed in 1989 and additions were placed in 2014 and in 2016.

The facility is situated on a single parcel of land totaling 3.98 acres. Per Onslow County GIS records, the parcel ID is 040096. Several town-owned municipal structures occupy the parcel including Town Hall, the Public Works Department and related vehicle parking.

The Town of Swansboro, along with many other coastal communities, have suffered from tropical storms and hurricanes. Since 2013 (10 years) the region has seen 11 such named storms including Hurricanes Arthur (2014), Hermine (2016), Matthew (2016), Florence (2018), and Dorian (2019)³. Specifically, during Florence the Swansboro team was required to evacuate their current facility after only the first day of the storm. Preparing for and responding to these potentially catastrophic events has led the Town to evaluate their facilities, develop an Emergency Operations Plan (EOP), and prepare to design an Emergency Operations Center (EOC) with improvements to enhance the safety of their first responders. It is the goal of the Town to construct an EOC and associated spaces capable of resisting a Category 4 hurricane (131 – 155mph).

It is important to state that all public safety facilities (fire, police, 911, rescue, etc.) are considered Level IV essential facilities by the NC Building Code 2018. As such, higher design standards are applied to allow them to survive and function as intended during emergency events. Other codes and standards from NFPA and FEMA also apply. The results of adhering to such standards is a facility that is secure, resilient, and continuously operational, allowing the public to trust they will be protected and well served under extreme circumstances. Such facilities are expensive, but their public value is immeasurable.

Notes:

- 1 – https://www.northcarolina-demographics.com/cities_by_population
- 2 – <https://www.osbm.nc.gov/facts-figures/population-demographics/state-demographer/countystate-population-projections/population-growth-2020-2030>
- 3 – <https://coast.noaa.gov/hurricanes/>

This report will investigate four options to develop an EOC, enhance current fire and police space and develop a budget for planning purposes. Options will include adding space to the existing facility, two options for building a free-standing new facility to replace the existing facility and building a new free-standing facility on an alternate site.

The engagement between the Town of Swansboro and Becker Morgan Group occurred from December 6 to May 24, 2023, for the purposes of the Feasibility Study, contained herein. This report will address the present and future sites, the present and future space uses and needs, options to achieve those needs and budget that reflects the options presented.

1. Site Summary

The purpose of this narrative is to summarize the civil-related improvements associated with any new public safety building construction at 609 West Corbett Avenue, Swansboro, North Carolina. This summary includes recommendations for design, water, and sewer availability, permits, site constraints, and options to meet building and parking requirements.

The Town of Swansboro owns the subject area including one parcel totaling ~3.98 acres, all within B-2 (General Business) zoning (Parcel: 040096, PIN: 536410471278). The subject facility (Swansboro Public Safety) is approximately 10,946 square feet (sf) at grade and provides 55 parking spaces. Parking requirements are 1 space per employee. Current parking serves all buildings on site.

Setbacks for B-2 are 25 ft front, 10 ft rear, 0 ft side (West Corbett Avenue), and 10 feet side yard (Sabiston Heights) at corners. The maximum building height is 35 feet. Town regulations require adherence to landscaping and lighting requirements.

Becker Morgan Group noted that the right-of-way for South Fifth Street, located off Sabiston Drive, intrudes into the overall Town parcel and action is required to resolve and return the section of the ROW to the Town.

Currently the site includes a one-story pre-engineered metal building with four apparatus bays facing West Corbett Avenue (NC Highway 24). Site features include generator, HVAC equipment, rain barrel, underground propane tank, overhead power, antenna, and a flagpole. The vehicle slab elevation is ~30 ft above sea-level and falls quickly to +25 ft and less to the east of the building. Per the relevant FIRM map (panel 3720536400L) the site is in an X-zone, indicative of a low flood risk.

Site soils consist of Norfolk (fine sandy loam), which have a high infiltration rate and very rapid permeability. There are no wetlands located on site.

Runoff from impervious areas sheet flows to a central drainage basin where it infiltrates into the sandy soils, and at overtopping conditions conveys via an inlet and pipe to a catch basin on west side of NC Highway 24. The general area drains to the White Oak River across NC Highway 24. The existing stormwater management facility has an NCDEQ issued permit.

Utilities are as follows. Electricity Provider – Duke Energy, Natural Gas – Piedmont Natural Gas, Water – ONWASA, and Sewer – Town of Swansboro. Capacities have not been verified but are assumed sufficient.

Existing Site Constraints

- Significant topography, potentially limiting locations for additional pavements and internal driveways and adding complexity to new building construction.
- Existing structures limit placement of new building and site features. Occupied structures require phasing to ensure Owner's continued and uninterrupted use. Removed structures may involve subsurface storage tanks, foundations, slabs and utilities that must be located and mitigated.
- Existing utilities may or may not be in conflict with proposed structures, pavements and proposed utilities.
- Stormwater management features should remain intact but new improvements may trigger an expansion of such structures.
- Proper public safety accessibility and priority require careful planning during design and phases of construction.

Design/Permitting Assumptions:

No Traffic Impact Analysis (TIA) is anticipated as less than 200 trips/day are expected. Site is not within FEMA floodplain or wetlands, thus no permitting impact. Proposed uses are permitted within the present zoning class, so rezoning is not required. As a new vehicular entrance is not being proposed, no NCDOT permitting is required. Soil types and observed drainage suggests suitable infiltration rates for stormwater facility design.

The following permits are expected. Town of Swansboro – Site Plan (TRC) and Building Permit, NCDEQ – Erosion Control Permit (including submittal of eNOI documents), and NCDEQ – State Stormwater (Coastal County, High Density requirements).

In summary, there are few negative factors limiting development of the current site other than the constraints of having several active operational buildings on the present site.

New Site

Logically, consideration should be given to developing a 'green field' site, or a site that is otherwise unimproved. Factors related to this option include the cost of land acquisition, availability of suitable utilities, proper site characteristics (elevation, topography, vegetation, wetlands, zoning restrictions), access to significant roadways, absence of neighboring hazards or threats (industrial, chemical, heavy transportation, environmental, etc.), and extent of present or abandoned structures. Proper due diligence is necessary as led through the engagement of legal and real estate professionals. Further, engineering disciplines (land survey, environmental assessment, geotechnical, etc.) may be needed as part of this due diligence process.

2. Architecture Summary

The purpose of the feasibility study is to determine how a new Emergency Operations Center (EOC) could be integrated into the present Public Safety operations while providing enhanced safety and security during storm events and expanding space for fire and police operations. This requires understanding how the current space is used, what additional spaces are required, and how that integration could benefit the Town in providing significant efficiencies by sharing space.

Should such integration not provide the desired degree of efficiencies or structural integrity incorporating the current facility, what space would be required to provide a completely new facility as a replacement for the current facility or either in a 'green field' site?

Background

The current Public Safety Building is 10,946 sf of ground floor area. The original section of the fire department is an 80 ft x 100 ft building. It was constructed in 1989 and is a one-story pre-engineered metal structure on a concrete slab with large sectional overhead doors. To that an elevated mezzanine of about 3,000 sf was added for use as storage. Later, wood framed additions were placed in 2014 (1,354 usf) to accommodate police activities and another addition in 2016 (1,079 usf) for additional fire bunk rooms. Note, usable square footage (usf) or net area is the actual area of space measured within the demising exterior walls, while gross square footage includes usable areas plus all circulation, structure, voids, and wall thicknesses.

The fire and police chiefs have reported certain space inadequacies and insufficiencies they believed needed to be addressed.

Initial Space Program

Becker Morgan Group provided then-Fire Chief David Degnan and Police Chief Dwayne Taylor space needs surveys in February 2023. Their responses provided data as to the number of staff, the functional areas required, and their physical space needs. We independently developed allocations for the Emergency Operations Center (EOC) space and reviewed fire and police spaces using several methods including industry standards for EOC, fire and police stations; our experience in design of public safety and other public buildings; and code prescriptions for occupied areas. We used staffing numbers to produce requirements for support spaces such as break and toilet rooms and rule-of-thumb loads to determine the mechanical, electrical and data room sizes.

In conjunction with the department surveys, Becker Morgan Group staff visited the site and Public Safety Building. Using a copy of drawings prepared for the latest additions (Swansboro Public Safety Facility Bunk Room Addition - October 4, 2016), and a site plan completed by Bell & Phillips Surveying, PLLC – June 24, 2014, we determined the space functions and areas of the present building.

Using both existing space uses/areas and survey results, Becker Morgan Group developed a spreadsheet to quantify the areas for the EOC, Fire and Police departments.

Our initial space summaries were provided to Town Manager Paula Webb on February 8, 2023, and discussed at meetings on 02/08, 02/22, 03/07, 04/05 and 05/24/2023. From 04/19/2023 forward new Fire Chief Jacob Randall provided valuable comments and input regarding space needs and future plans.

When going through the process of data gathering, site inspections and meeting conversations, it was clear the three primary departments (EOC, Fire, Police) had certain common needs and certain unique ones. Expected shortcomings were confirmed.

Within the current building the Fire Department has 7,568 usf (including 4,280 usf for apparatus bays) and the Police Department has 1,654 usf. The two departments share an additional 1,298 usf including public entry, a large meeting room, toilets/showers, and some utility spaces.

The space needs surveys revealed needs for both departments that reflected functional deficiencies due to a lack of space, or activities contrary to currently accepted methods of operating. Further these deficiencies are exacerbated by an increase in calls for response or an increase in staffing resulting primarily from population growth.

Shortcomings within the fire section include offices for command staff, workspace for firefighters, EMS storage, separate spaces for PPE (clean, soiled and backup), breathing air system (SCBA) and decontamination. These spaces should be separated from the vehicle bays to ensure minimum exposure to carcinogens and other harmful substances. Sleeping accommodations and toilet facilities do not comport with present standards with regards to size, number, and gender. Becker Morgan Group confirmed the Fire Department's cooking and eating areas were minimally sized given the number of present and projected staff.

Shortcomings within the police section include proper and secure handling of detainees and related evidence, weapons and munitions storage, duty gear storage and device charging. Among the spaces that could be shared, lockers/toilets/showers are not adequate, and do not address gender concerns. There is no conference space other than the large Training Room, and the shared physical fitness space is housed within the apparatus bay. Presently, a shared corridor between fire and police allows for possible interface between detainees and other public safety staff. For example, if a detainee were to get free in the station, one is not strictly contained to the police section. There is the possibility of escaping into the fire section. This causes an operational security imbalance that should be addressed.

Within the original section of the Fire Department is the elevated mezzanine used for miscellaneous storage. That space was deemed structurally inadequate by engineer Alex R. Wood, PE, in his 2019 report. Along with the structural deficiencies there are envelop concerns that have led to moisture damage. Becker Morgan Group will not consider the area in any calculations of required space but will plan to relocate certain storage needs to the ground floor.

Building services, such as mechanical, electrical and data, are marginally adequate and generally not secure. The spaces do not provide any ability for expansion.

The surveys (without considering the shared spaces) suggest the Police Department requires 2,802 usf (69% increase) of space, and the Fire Department needs 9,658 usf (28% increase) of space.

The EOC/shared spaces require 2,008 usf and will contain a separate entrance, an office to be staffed by the Town Manager and Town Clerk during times of activation, an operations center for 30 people that can double as a Training Room, a break-out conference room, toilets, showers and sleeping spaces, a kitchen, and significant space for telecommunications, electrical/UPS and mechanical. Many of the spaces anticipated could be used during times of non-activation by the other departments or for Town needs and will be factored as such within the space needs study.

In summary, a facility of 14,788 sf of usable area will be required to satisfy the space requirements of all three departments. Compared with the current facility, the need represents a 4,368 usf (42% increase) in usable, or net area.

See Table 1 – Space Allocations under Supplementary Information for the full spreadsheets.

Options

Becker Morgan Group has prepared four site plan diagram options that capture the space needs in differing ways. In all options the EOC will be designed as a highly secure and hardened facility capable of resisting Category 4 hurricane conditions.

Option A is a concept that identifies all the critical functions of each department and places them in a new secure building or in the more recent additions that do meet current code. The remaining existing spaces would largely be used for less critical functions such as physical fitness, storage, and minor work areas. This option should provide the least costly alternative while improving safety and addressing the EOC component fully. This option would include certain structural enhancements to the existing, original metal building frame housing fire apparatus. If this option is selected improvements to the mezzanine will be required, ensuring there is no future leakage or damage to the renovated spaces below. Such enhancements cannot bring the original building to current standards but would extend the utility of the present structure to a future date. It is worth noting the fire apparatus bay houses a significant investment in equipment that will be in the most vulnerable area.

Option B is a concept to build a new facility in place of the present Public Safety Facility. This would require demolishing the existing facility and building back a new free-standing building at the same location. This building would incorporate all the needs of each department. Limited parking in the town center is an important consideration during festivals and the summer season. Rebuilding in the current location allows continued use of the existing parking while also allowing potential expansion of the Town Hall. Phasing or providing temporary quarters might have to be considered to maintain continuous operations. This option should provide the middle ground in terms of costs as existing utilities, pavements, and stormwater management features are largely in place and adequate.

Option C is a concept that also builds a new facility, however, investigates using another location on the town owned site. This eliminates the need to provide temporary quarters or the acquisition of new land while maintaining continuous operation at the existing facility. Once the newly constructed facility is complete, operations can be relocated from the existing building and the building can be demolished or repurposed. To minimize impacts on the existing storm water management system, we need to minimize impervious area additions. Thus, we would recommend demolition of the present public safety building. Depending on the final design, expansion to the Town Hall or new Public Safety Facility could be limited. Larger fire apparatus require additional area to maneuver properly applying further constraints on the exact location of the new facility. Consideration, for impact on daily activities at Town Hall due to regular movement of large fire apparatus should be considered. This option should also provide middle ground in terms of costs, but may require extension or improvements to existing utilities, and pavements.

Option D is a concept that provides a new free-standing building that incorporates all the needs of each department constructed on a 'greenfield' site; an off-campus location. This option is likely the costliest. Along with the site concerns noted previously in the New Site section, careful consideration will need to be given to site selection regarding impacts and expenses of land acquisition, utilities, drainage, flood plain, and wetlands. While determining the appropriate site, a deployment analysis should be conducted to examine the potential effect on response time and ISO ratings. This could present the opportunity to strengthen the ISO Class rating or at least preserve the current Class 4 rating. This rating has a direct effect on community insurance rates. Any site considered would likely be within a few miles of the present site, near significant roadways, suggesting a higher land value should be expected.

All proposed construction will be designed to meet the requirements of the 2018 NC Building Code (NCBC) and NFPA standards applicable to the fire service. The EOC will meet NFPA 1221 *Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems* and the North Carolina 911 Board standards.

3. Engineering Summary

Structural

The proposed new construction will be designed in accordance with ASCE 7 *Minimum Design Loads for Buildings and Other Structures*.

Occupancy Category and Design Flood Class

The building will be classified as a Risk Category IV facility, buildings designated as essential facilities.

Wind Loading

The building will be designed for wind forces with a minimum Basic Wind Speed (3-second gust) of 154 mph, Exposure Category C. An Importance Factor of 1.15 will be used.

Seismic Loading

The building will be designed for seismic forces based on the Equivalent Lateral Force Procedure. All dead loads, partition loads, and operating loads of permanent equipment will be included in the weight of the building for seismic load calculations.

Roof Loading

The building will be designed for a Ground Snow Load of 10 psf with an Importance Factor of 1.2. The minimum Flat Roof Snow Load will be 12 psf. The minimum Roof Live Load will be 20 psf or 300 lb. concentrated load.

Floor Loading

The minimum floor live loading will be as specified in the 2018 NCSBC and ASCE 7.

Existing Structure

The present building (c. 1989) shall be improved as noted in the report dated November 8, 2019, and prepared by Alex R. Wood, PE.

Mechanical, Electrical and Plumbing Engineering

The project will be designed in accordance with the following codes and Standards:

1. 2018 North Carolina Building Code
2. 2018 North Carolina Mechanical Code
3. 2018 North Carolina Plumbing Code
4. 2018 North Carolina Energy Code
5. National Electrical Code (NFPA 70)
6. National Fire Alarm Code (NFPA 72)
7. Illuminating Engineering Society of North America (IESNA),

Mechanical systems will include heating and air conditioning provided by one of several methods depending upon budget, owner input and preference. Two preferred alternatives include variable volume split or packaged rooftop DX cooling units and variable refrigerant flow with dedicated outdoor air system. Critical facilities require a modular approach to any selected system to allow for additional capacity during periods of EOC activation, and redundancy to facilitate maintenance and limit impacts of component failure. In the equipment bays overhead LP gas-fired infrared radiant heaters are an excellent option.

Ventilation will be provided such that the occupied portions of the building will be positively pressurized to prevent infiltration from sources of contamination. Vehicle exhaust systems using CO sensors and tied into area ventilation are needed. Additional outside air must be available to support needs during activation.

Electrical systems should be fed by underground feeders wherever possible due to the cost savings and their physical reliability. Panelboards and feeders will be designed with approximately 25% spare capacity. Parallel hybrid MOV type transient voltage surge suppression (SPD) devices will be provided at the main switchgear and in all sensitive load distribution and low voltage branch circuit panelboards throughout the facility.

Lighting will be LED lighting throughout the facility. The lighting controls for this project will include occupancy sensors.

The emergency standby power system will provide power for emergency egress and exit lighting upon utility power failure. The existing emergency generator capacity will need to be evaluated to confirm whether it is suitable for the upgraded facility. If this is not the case, an emergency standby power system will be provided for the facility. The system will consist of a diesel fueled engine-generator set and automatic power transfer switches (ATS).

An automatic, intelligent, addressable fire detection and alarm system will be provided to monitor individually addressable manual and automatic detection devices where required by NFPA 72.

A complete EIA/TIA 568 and 569 compliant telecommunications cabling system will provide a pre-wired voice/data system for the facility. The horizontal cabling system will consist of Category 6 (CAT 6) unshielded twisted pair (UTP) cable and CAT 6 jacks. The system will be complete with all fiber and copper cables terminated at each end.

Other significant systems include access control; public address; cable/closed circuit television; room-based audio/visuals; fire station alerting; and an emergency shut-off for all cooking circuits including stoves, coffee pots and microwaves and all countertop receptacles in kitchen/cooking area for use when fire fighters need to leave quickly.

Plumbing systems are generally straightforward and reliable as services are municipally available including domestic water and sewer. Special to this occupancy includes supply for a local fire hydrant, vehicle wash down, and capacities for EOC use. It is recommended supplemental drinking water be provided. To support extended power outages consideration should be given to propane for water heating, clothes drying and cooking.

4. Proposed Budget

The many assumptions made and the difference in time between planning and construction make providing estimates of probable construction early in the design process challenging. Early estimates must include a relatively large margin of error due to these factors.

It is particularly noteworthy that at the time of this report construction costs are escalating as the economy expands rapidly while the effects of the global pandemic subside. We understand, for example, that steel prices have increased approximately 30% since 2021. These increases have been attributed to issues with the continuity of the supply chain, the availability of labor and certain anomalies in production. We recommend engaging a professional cost estimator or qualified general contractor to assist in monitoring project costs during further design.

The summary of probable construction costs, based on the program of spaces for each option, is included under Supplementary Information as Table 2 – Cost Breakdowns.

Based on our recent experience with public safety construction, we estimate the costs of the facility to be approximately \$475/sf for all spaces. This accounts for approximately 12% of inflation and contingency for the building construction. The EOC is required to not only survive a major hurricane but is also expected to remain operational throughout the duration of the emergency. For the purposes of this budget exercise, we suggest allowing \$200/sf for renovated areas.

Site construction is budgeted separately and varies greatly due to availability of services, extent of vegetation or wetlands, excavation, fill, grading, and paving required. Additional construction expenses could include demolition of existing above or below-grade structures, improvements to the site, potential emergency generator/UPS systems, communications/technology, and furnishings/equipment for the building.

Additionally, we have provided estimates for soft costs and contingency that includes a range for economic uncertainty. We did not provide an estimate for the acquisition of any additional land.

Budget Summary

Option A – \$4.2M in building construction, renovation and demolition costs, 13,658 usable square footage. Site improvements of \$500,000; additional/potential costs of \$374,000 and soft cost of \$535,000. Total budget range (+/- 15%) = \$5.4M to \$7.3M.

Option B – \$8.8M in building construction, renovation, demolition, and temporary quarters costs, 14,788 usable square footage. Site improvements of \$500,000; additional/potential costs of \$533,000 and soft cost of \$908,000. Total budget range (+/- 15%) = \$9.2M to \$12.4M.

Option C – \$8.7M in building construction, renovation and demolition costs, 14,788 usable square footage. Site improvements of \$750,000; additional/potential costs of \$376,000 and soft cost of \$917,000. Total budget range (+/- 15%) = \$9.3M to \$12.6M.

Option D – \$8.8M in building construction and renovation costs, 14,788 usable square footage. Site improvements of \$1,500,000; additional/potential costs of \$376,000 and soft cost of \$1.01M. Total budget range (+/- 15%) = \$9.9M to \$13.4M. Note, budget summary does not include land acquisition.

Funding

The initial expectations for full project costs are in the range of \$5 - 14 million. It will be the Town's obligation to secure funding, administer design and construction above the \$6 million identified and available. The Town may obligate taxpayers through bonds, capital improvements program, or other means. Loans from the U.S. Department of Agriculture are available for up to 40-year terms with no down payment required. Other grants may also be available through the Golden Leaf Foundation, FEMA, and other sources.

Recommendation

Each of the four options provided address many of the needs for each department, however there are both advantages and disadvantages.

Option A is the most budget conscious decision although it doesn't allow the entire facility to be brought up to current standards or code, exposing the Town to greater risk (failure in service) during a major storm event.

Option B offers a middle ground solution that provides a new public safety facility on the already town-owned campus. For both Options A and B relocation measures will have to be considered.

Option C will address all needs of each department however, Town Hall and the new Public Safety Facility expansion would be impacted.

Option D, the costliest option, does not impact day-to-day operations during construction although there are a multitude of unknowns associated with a new site.

After consideration of the available information, research and group discussion, we recommend Option B.

Supplementary Information

Table 1 – Space Allocations

	Space Titles	Exg USF	Unit SF	Qty	Option A Total USF	Req'd	Option B-D Total USF	Notes
	Police	1,654			2,802		2,702	
p f	Entry / Vestibule	78	100	1	100	x	0	1,9
p f	Administrative Assistant	143	120	1	120	x	120	4
p	Chief Office	208	220	1	220	x	220	
p	Lieutenant Office	150	120	1	120	x	120	
p	Storage	121	100	0	0		0	
p	Officer Record		50	1	50	x	50	
p	Criminal Records (Stored Electronically)		50	0	0	x	0	
p	Office		120	0	0		0	
p	Weapons / Munitions storage / Tactical gear		144	1	144	x	144	
p	Duty Gear		120	1	120	x	120	
p	PD Storage	142	142	1	142	x	142	
p	Detective Office	175	180	1	180	x	180	
p	Interview (hard)	64	64	1	64	x	64	
p	Officer walk up/evid prep	111	80	1	80	x	80	
p	Evidence Processing		64	1	64	x	64	
p	Evidence / Narc / Arms / Large storage	30	150	1	150	x	150	
p	Kitchenette		50	1	50	x	50	2
p	Patrol Division Sgt (space for 2)	99	140	1	140	x	140	
p	PD Duty Room	242	168	1	168	x	168	
p	Squad Room		120	1	120	x	120	
p	Photography/Fingerprint area / Intox	91	120	1	120	x	120	
p	Receiving		100	1	100	x	100	
p	Sally Port		400	1	400	x	400	
p	Holding (attended) toilet		50	1	50	x	50	
p	Single Person Bathroom		50	2	100	x	100	
	Fire	7,568			8,278		9,658	
f	Chief Office	167	150	1	150	x	150	
f	Captain Office (Rotating)		125	1	125	x	100	
f	Fire Marshall Office (Future)		125	1	125	x	100	
f	Personnel Records / Storage	187	100	1	100	x	100	
f	Assist Chief Office	286	100	1	100	x	100	
f	Common Work Area / Radio	100	150	1	150	x	150	
f	Misc. / Office Storage	500	100	1	100	x	100	5
f	EMS Storage		80	1	80	x	80	
	Apparatus Bay							
f	Engine Bays	4280	1070	4	4280	x	5760	
f	SCBA - Tank Storage/refill		88	1	88	x	88	
f	PPE Turnout	327	300	1	300	x	300	
f	Decontamination		100	1	100	x	100	
f	Decon Toilet		0	1	0		0	
f	Tool Room	92	150	1	150	x	150	
	House							
p f e	Kitchen	291	300	1	300	x	300	4
p f e	Day Room	455	300	1	300	x	300	4
p f e	Bunk Rooms Compartments	528	78	12	936	x	936	
f e	Shared Bunk Room		175	0	0		0	
p f e	Gym/Fitness		400	1	400	x	400	1
	Female Locker/Shwr room	118	336		0		0	7
	Male Locker/Shwr room	118	336		0		0	7
p f e	Unisex Bathrooms / Showers		80	4	320	x	320	5
p f e	Janitors closet		64	1	64	x	64	4
p f e	Washer / Dryer	73	60	1	60	x	60	4
f	Radio Room	46	50	1	50	x	0	8
	EOC	1,298			2,008		2,008	
p f e	Entry / Vestibule		100	1	100	x	100	4
p f e	Lobby/Waiting	173	100	1	100	x	100	4
p f e	Training Room / EOC	1059	800	1	800	x	800	4
p f e	Conference Room / Quiet Room		200	1	200	x	200	4
e	EOC Office / PIO		120	1	120	x	120	
f e	Bunk Rooms Compartments (Mainly Fire Use)		78	6	468	x	468	5
e	Single Person Bathroom		50	2	100	x	100	
e	Storage		120	1	120	x	120	
	Building Systems							
p f e	Electrical		120	1	120	x	120	4
p f e	Mechanical		100	0	0	x	0	10
p f e	Riser/Sprinkler room	6	50	1	50	x	50	4
p f e	Generator(s)			1	0	x	0	11
p f e	Data / Telecom	60	400	1	400	x	250	4
	Useable Area Required	10,520				13,658	14,788	Delta = 4,268
	Grossing Factor	25%					25%	41%
	GF Area	3,431					3,697	
	Gross Area Projected							Delta =
	Existing Gross Area	13,951					18,485	4,534
p = police	1 = shared b/w police and fire only		7 = eliminate and replacing with unisex bathroom / showers					
f = fire	2 = shared b/w police and EOC only		8 = in options B-D radio room to be located in common work area					
e = EOC	3 = shared b/w fire and EOC only		9 = additional entry would be required in option A based on existing layout					
r = renovated	4 = shared b/w all depart. during activation		10 = depending on final system could be located on mezzanine or rooftop					
c = critical	5 = typically fire use, shared during activation		11 = located at exterior of building, no interior space required					
n = new	6 = could be located on apparatus bay mezz.							

Table 2 – Cost Breakdowns

OPTION A (renovation/addition)

Description	Qty	Units	Unit Cost	Sub T Total	Total
Construction					
	USF	GSF			
Existing Bldg - Renovated	2,244	2,558	sf \$200	\$511,632	
New Building	7,134	8,918	sf \$475	\$4,235,813	
Existing Bldg - Unrenovated	4,280	4,280	sf \$0	\$0	
*structural improvements		1	ea \$100,000	\$100,000	
Existing Demolition (limited)		1	ea \$50,000	\$50,000	
Relocation / 6 mos		\$7.50	sf 10,520	\$78,900	
Site Development		1.00	ac \$500,000	\$500,000	
Emergency Generator		1	ea \$100,000	\$100,000	
Furnishings & Equipment		1	ea \$94,949	\$94,949	
subtotal	13,658	15,756			\$5,671,293
Communications					
Radio, Security, IT, Comms		1	ea \$100,000	\$100,000	
subtotal					\$100,000
Soft Costs					
Professional Fees		9	%	\$510,416	
Permits / Survey / Services		5	ea \$5,000	\$25,000	
subtotal					\$535,416
Total Project Costs					\$6,306,710
Summaries					
			+15%	0%	-15%
Total			\$7,252,716	\$6,306,710	\$5,360,703

OPTION B (new building, existing site)

Description	Qty	Units	Unit Cost	Sub T Total	Total
Construction					
	USF	GSF			
New Building	14,788	18,485	sf \$475	\$8,780,375	
Existing Demolition		1	ea \$100,000	\$100,000	
Relocation / 12 mos		\$15.00	sf 10,520	\$157,800	
Site Development		1.00	ac \$500,000	\$500,000	
Emergency Generator		1	ea \$100,000	\$100,000	
Furnishings & Equipment		1	ea \$175,608	\$175,608	
subtotal	14,788	18,485			\$9,813,783
Communications					
Radio, Security, IT, Comms		1	ea \$100,000	\$100,000	
subtotal					\$100,000
Soft Costs					
Professional Fees		9	%	\$883,240	
Permits / Survey / Services		5	ea \$5,000	\$25,000	
subtotal					\$908,240
Total Project Costs					\$10,822,023
Summaries					
			+15%	0%	-15%
Total			\$12,445,326	\$10,822,023	\$9,198,719

OPTION C (new building, new location on existing site)









Description	Qty	Units	Unit Cost	Sub Total	Total
Construction					
	USF	GSF			
New Building	14,788	18,485	sf \$475	\$8,780,375	
Existing Demolition		1	ea \$100,000	\$100,000	
Relocation / 12 mos		\$15.00	sf -	\$0	
Site Development		1.00	ac \$750,000	\$750,000	
Emergency Generator		1	ea \$100,000	\$100,000	
Furnishings & Equipment		1	ea \$175,608	\$175,608	
subtotal	14,788	18,485			\$9,905,983
Communications					
Radio, Security, IT, Comms		1	ea \$100,000	\$100,000	
subtotal					\$100,000
Soft Costs					
Professional Fees		9	%	\$891,538	
Permits / Survey / Services		5	ea \$5,000	\$25,000	
subtotal					\$916,538
Total Project Costs					\$10,922,521
Summaries					
			+15%	0%	-15%
Total			\$12,560,899	\$10,922,521	\$9,284,143

OPTION D (new building, new site)

Description	Qty	Units	Unit Cost	Sub Total	Total
Construction					
	USF	GSF			
New Building	14,788	18,485	sf \$475	\$8,780,375	
Land Acquisition			0 \$0	unknown	
Existing Demolition		0	ea \$100,000	\$0	
Relocation / 12 mos		\$15.00	sf 0	\$0	
Site Development		2.00	ac \$750,000	\$1,500,000	
Emergency Generator		1	ea \$100,000	\$100,000	
Furnishings & Equipment		1	ea \$175,608	\$175,608	
subtotal	14,788	18,485			\$10,555,983
Communications					
Radio, Security, IT, Comms		1	ea \$100,000	\$100,000	
subtotal					\$100,000
Soft Costs					
Professional Fees		9	%	\$950,038	
Permits / Survey / Services		6	ea \$10,000	\$60,000	
subtotal					\$1,010,038
Total Project Costs					\$11,666,021
Summaries					
			+15%	0%	-15%
Total			\$13,415,924	\$11,666,021	\$9,916,118

Site Plan Diagrams

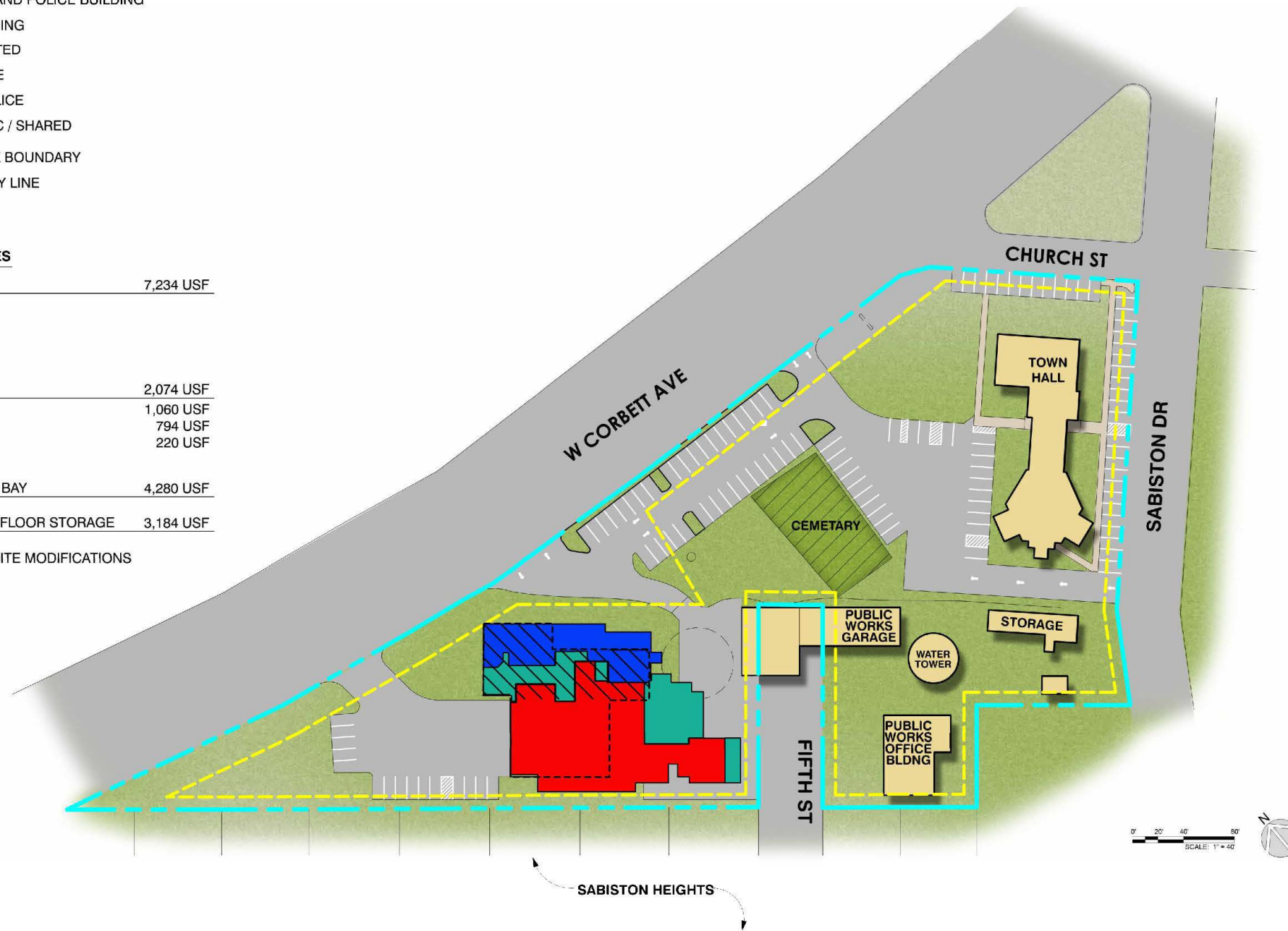
LEGEND

-  EXISTING FIRE AND POLICE BUILDING
-  EXISTING BUILDING
-  TO BE RENOVATED
-  PROPOSED FIRE
-  PROPOSED POLICE
-  PROPOSED EOC / SHARED
-  SET BACK BOUNDARY
-  PROPERTY LINE

SQUARE FOOTAGES









NEW A	7,234 USF
POL	
FIR	
EOC	
RENOVATION	2,074 USF
POLICE	1,060 USF
FIRE	794 USF
EOC / SHARED	220 USF
EXISTING FIRE APP BAY	4,280 USF
EXISTING SECOND FLOOR STORAGE	3,184 USF

NOTE: REQUIRED SITE MODIFICATIONS
NOT SHOWN



OPTION A

LEGEND

-  EXISTING FIRE AND POLICE BUILDING (TO BE DEMOLISHED)
-  EXISTING BUILDING
-  TO BE RENOVATED
-  PROPOSED FIRE
-  PROPOSED POLICE
-  PROPOSED EOC / SHARED
-  SET BACK BOUNDARY
-  PROPERTY LINE

SQUARE FOOTAGES









NEW BUILDING	14,788 USF
POLICE	2,702 USF
FIRE	9,658 USF
EOC / SHARED	2,008 USF

NOTE: REQUIRED SITE MODIFICATIONS
NOT SHOWN



OPTION B

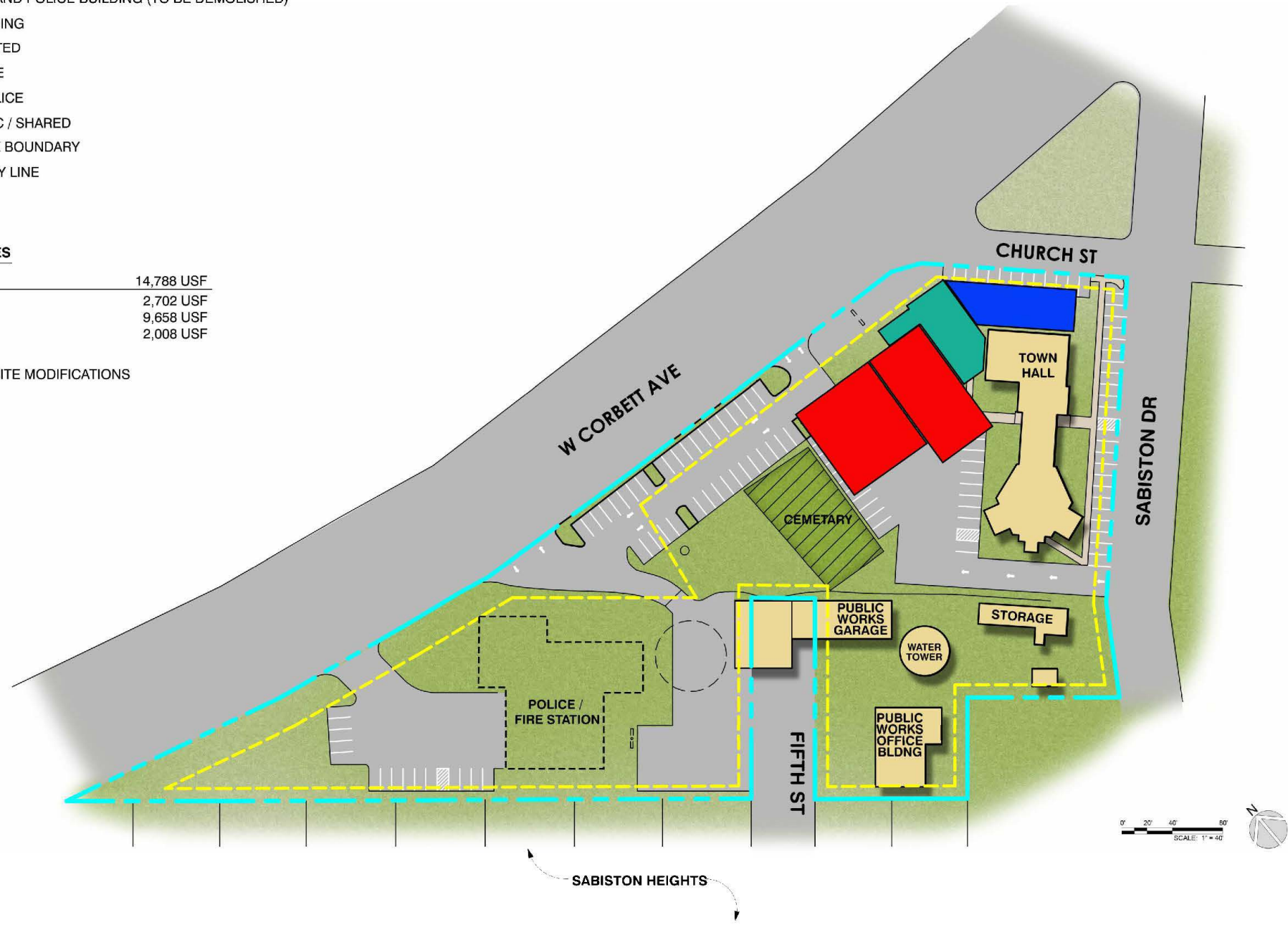
LEGEND

-  EXISTING FIRE AND POLICE BUILDING (TO BE DEMOLISHED)
-  EXISTING BUILDING
-  TO BE RENOVATED
-  PROPOSED FIRE
-  PROPOSED POLICE
-  PROPOSED EOC / SHARED
-  SET BACK BOUNDARY
-  PROPERTY LINE

SQUARE FOOTAGES

NEW BUILDING	14,788 USF
POLICE	2,702 USF
FIRE	9,658 USF
EOC / SHARED	2,008 USF

NOTE: REQUIRED SITE MODIFICATIONS
NOT SHOWN



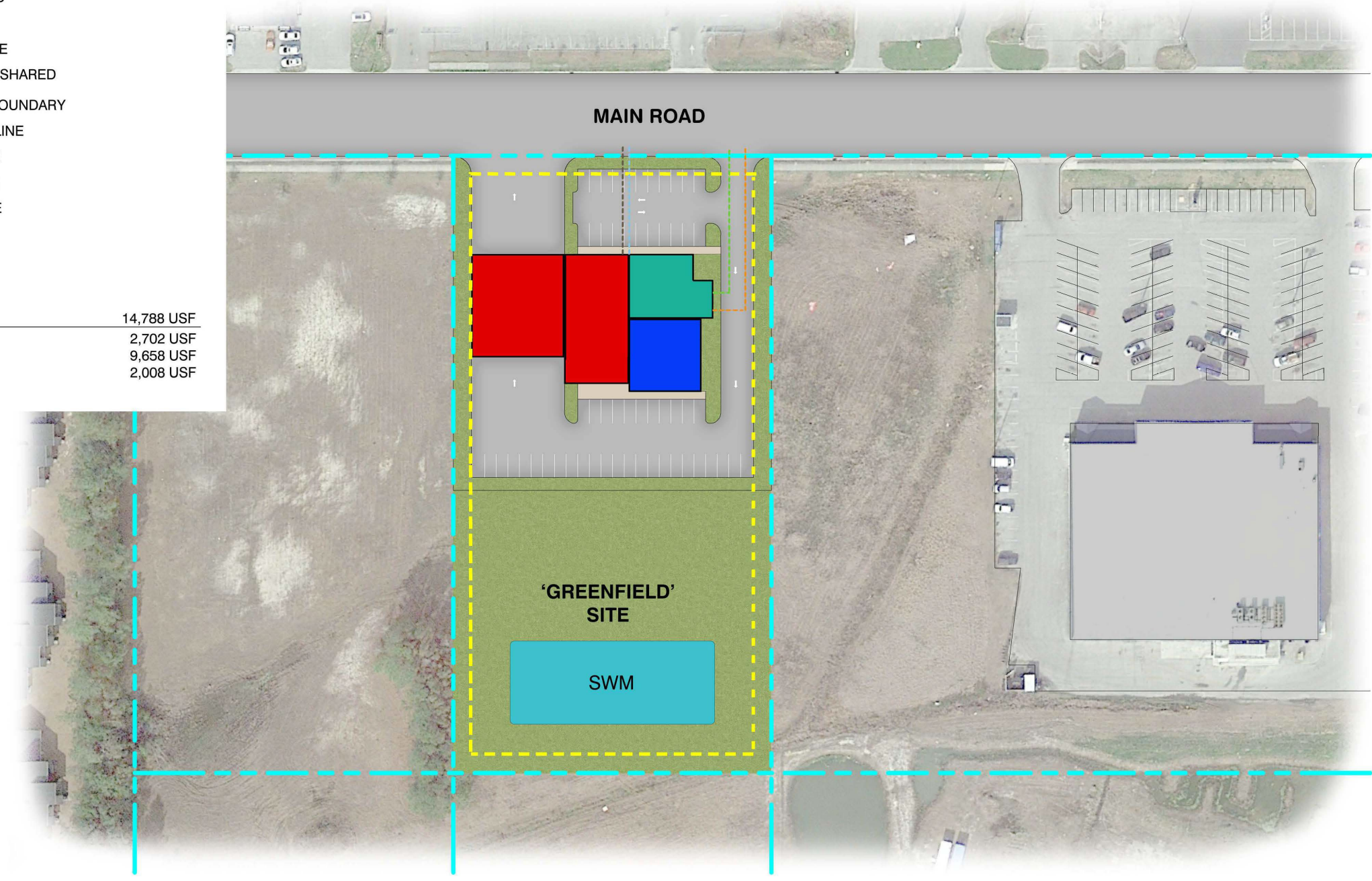
OPTION C

LEGEND

- EXISTING FIRE AND POLICE BUILDING
- EXISTING BUILDING
- TO BE RENOVATED
- PROPOSED FIRE
- PROPOSED POLICE
- PROPOSED EOC / SHARED
- SET BACK BOUNDARY
- PROPERTY LINE
- SEWER LINE
- WATER LINE
- POWER LINE
- DATA LINE

SQUARE FOOTAGES

NEW BUILDING	14,788 USF
POLICE	2,702 USF
FIRE	9,658 USF
EOC / SHARED	2,008 USF



OPTION D



May 19, 2021

Mr. Christopher D. Seaberg
Town Manager
601 W Corbett Avenue
Swansboro NC 28584

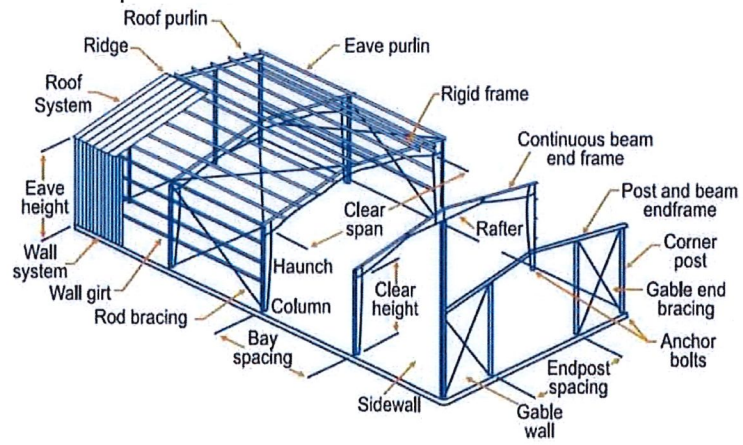
**Re: Public Safety Building Restoration/Relocation
Planning Status Memo**

Dear Chris:

We had expected that by Wednesday 4/28/21 we would have a structural report with results regarding the load carrying capacities of the critical (measured) members.

Most of the structural elements have been calculated regarding their ability to counter the forces required by the current Building Code as the Town has requested. The Main Frames are taking a little longer because of their specialized shape. Below are our findings. Note that remedy approaches will be discussed within the full report.

<u>Element</u>	<u>Finding</u>
Footings:.....	assumed to be insufficient
Anchor Bolts attaching Main Frames to Footings:.....	sufficient
Main Frames:.....	still in analysis
Gable end wall framing:	insufficient
Girt, secondary framing supporting wall panels:.....	insufficient
Purlins, secondary framing supporting roof panels:	insufficient
Bracing of the above secondary framing:.....	insufficient
Cross bracing in walls:.....	insufficient
Cross bracing in roof:.....	insufficient
Metal wall panels:	sufficient
Metal roof panels:	sufficient



120 North Boylan Avenue
Raleigh, NC 27603-1423
919.828.0531
Fax 919.834.3589
www.thewootencompany.com

Mr. Christopher D. Seaberg
Town of Swansboro

May 19, 2021
Page 2

We have tabulated the current and projected staffing through the year 2030 and 2050 target dates. We analyzed staffing and associated that with the office or space required. We have included spaces which are not associated with a given employee but are needed for the functioning of the department...like Radio Room or the Decontamination area. Lastly, we covered spaces that are needed in the building for general functionality not related to specific operations. These areas might include a Foyer, or a Public Restroom. Attached are the Square Footage Tables Which we have Calculated.

If any questions come up, please do not hesitate to reach out.

Sincerely,

THE WOOTEN COMPANY



Russell D. Pearlman, AIA
Project Architect

rdp

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Fire Staff Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
1	Fire Chief	Tessing, Mark	Chief's Office	Captains		154	150	150
2	Fire Captain	Taverine, Kevin	Squad Room/ Captain's Office-A	Squad Room	Acting Inspector	298	120	120
3	Fire Captain	Earles, Bettie Ashleigh	Squad Room/ Captain's Office-B	Squad Room	Shared in area noted.	(Area #2)	120	120
4	Fire Captain	Hannon, Robert J.	Squad Room/ Captain's Office-C	Squad Room	Fire Prevention. Shared in area noted.	(Area #2)	120	120
5	Fire Department Assistant- PT	Tessing, Linda	FD Assistant's Office	Foyer/Air Lock		116	100	100
6	Fire Engineer - PT	Degnan, David	Squad Room	Break	(8) Workstations	(Area #2)	400	500
7	Fire Engineer - PT	Stanley, Jr., William	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
8	Fire Engineer - PT	-	Squad Room	Break	Shared in area noted.	-	(Area #6)	(Area #6)
9	Fire Driver/Oper - FT	Roberts, Jr., Roberts R.	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
10	Fire Driver/Oper - FT	Forty, Raysiel	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
11	Fire Driver/Oper - PT	Cecil, Matt	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
12	Fire Driver/Oper - PT	Matthias, Travis	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
13	Fire Driver/Oper - PT	Odham, Gary	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
14	Fire Driver/Oper - PT	Polk, Ethan	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
15	Fire Driver/Oper - PT	West, Joseph	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
16	Fire Driver/Oper - PT	-	Squad Room	Break	Shared in area noted.	-	-	(Area #6)
17	Fire Driver/Oper - PT	-	Squad Room	Break	Shared in area noted.	-	-	(Area #6)
18	Firefighter - PT	Bellamy, Chase	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
19	Firefighter - PT	Jones, Corey	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
20	Firefighter - PT	Manley, Darrell	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
21	Firefighter - PT	Mathis, Pat	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
22	Firefighter - PT	Pimenta, David	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
23	Firefighter - PT	Watson, Christopher	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
24	Firefighter - PT	Webster, Clayton A.	Squad Room	Break	Shared in area noted.	(Area #2)	(Area #6)	(Area #6)
25	Assistant Chief	Kevin MacEnroy	Squad Room	Break	PT Volunteer currently. Shared in area noted.	(Area #5)	120	120
26	Inspector	-	Squad Room	Break	Shared in area noted.	-	(Area #6)	(Area #6)
27	Fire Prevention	-	Captain's Office-D	Squad Room		-	-	120

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY
120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Fire
Function
Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
28	-	-	Truck Bays	Exterior	(+) 1 Bay in future.	4400	5500	5500
29	-	-	Oxygen Tank Storage	Truck Bays	Currently stored on trailer in bay	-	100	100
30	-	-	Bunkroom-M	Squad Room	(4) Bunks	260	260	260
31	-	-	Bunkroom-W	Squad Room	(4) Bunks	260	260	260
32	-	-	Conference	Chief's Office		-	180	180
33	-	-	Copy/Reception	FD Assistant's Office		-	80	80
34	-	-	Kitchen	Squad Room	Commercial Grade Needed	235	350	350
35	-	-	Lounge	Squad Room		255	300	300
36	-	-	Radio Room	Truck Bays		50	80	80
37	-	-	Fitness Room	Truck Bays	Currently shared in area noted.	(Area #28)	200	200
38	-	-	Men's Staff WC	Squad Room		165	200	200
39	-	-	Women's Staff WC	Squad Room		165	200	200
40	-	-	Stg. Linen Closet	Bunkrooms		-	25	25
41	-	-	Stg. Miscellaneous	Squad Room		-	150	200
42	-	-	Supplies/Storage	Kitchen		50	100	100
43	-	-	Paramedic Storage	Truck Bays	EMS Med Supplies/ Refrig.	-	32	32

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
44	-	-	Standard Laundry	Squad Room		-	80	80
45	-	-	Decon. Room	Truck Bays		-	80	80
46	-	-	Hose Drying	Truck Bays	30'-0" Ceiling	-	32	32

Facility
Function
Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
47	-	-	Foyer/Air Lock	Public WC's		180	200	200
48	-	-	Meeting/Training Room	Squad Room		1060	1200	1200
49	-	-	Generator	Exterior	On site	-	-	-
50	-	-	Server/Network/Surveillance	Office Supply	Main server located at Town Hall	80	80	80
51	-	-	Janitor/Cleaning Supplies	Kitchen	Currently shared in area noted.	(Area #34)	25	25
52	-	-	Office Supply	Paper Supply		-	80	80
53	-	-	Paper Supply	Office Supply		-	80	80
54	-	-	Mech/Elec	Exterior Wall		-	300	300
55	-	-	Men's Public WC	Foyer/Air Lock		-	100	100
56	-	-	Women's Public WC	Foyer/Air Lock		-	100	100

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Space Needs	Current SF	2030 Need	2050 Need
Subtotal	7398	10579	10849
Ancillary	330	925	925
Total SF	7728	11504	11774
Occupied %	96%	92%	92%

Staff Qty.	Current	2030 Need	2050 Need
	22	24	27

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Police Staff Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
1	Police Chief	Jackson, Ken	Chief's Office	Lt.'s Office		210	150	150
2	Police Lieutenant	Taylor, Dwayne	Lt.'s Office	Squad Room	Acting Assistant Chief	122	150	150
3	Detective	Fickey, Anton	Detective's Office-A	Squad Room		175	120	120
4	Detective	Watts, Brenda	Detective's Office-B	Squad Room	Shared in area noted.	(Area #3)	120	120
5	Admin Rep	Stanley, Teresa	Reception	Foyer/Air Lock	Shared between Fire & Police	145	120	120
6	Police Sergeant	Kackiemier, Kyle	Squad Room	Break	(1) Sergeant Workstation/Files	245	500	600
7	Police Sergeant	McNeil, Jeremy J	Squad Room	Break	(1) Sergeant Workstation/Files. Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
8	Police Officer	Brim, Benjamin M.	Squad Room	Break	(6) Officer Workstations/Files. Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
9	Police Officer	McLean, John	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
10	Police Officer	Morin, Krystal	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
11	Police Officer	Tallman, Ryan	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
12	Police Officer	Wellmer, Kyle M.	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
13	Police Officer	-	Squad Room	Break	Shared in area noted.	-	(Area #6)	(Area #6)
14	Police Officer	-	Squad Room	Break	Shared in area noted.	-	(Area #6)	(Area #6)
15	Police Officer	-	Squad Room	Break	Shared in area noted.	-	-	(Area #6)
16	Police Officer	-	Squad Room	Break	Shared in area noted.	-	-	(Area #6)
17	Police Officer	-	Squad Room	Break	Shared in area noted.	-	-	(Area #6)

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
18	Reserve Officer (PT)	-	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
19	Reserve Officer (PT)	-	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
20	Reserve Officer (PT)	-	Squad Room	Break	Shared in area noted.	(Area #6)	(Area #6)	(Area #6)
21	Captain/Asst. Chief	-	Lt.'s Office	Squad Room	Lt. to be promoted; no new position	-	(Area #2)	(Area #2)
22	Detective	-	Detective's Office-C	Squad Room		-	-	120
23	Corporal	-	Squad Room	Break	(1) Corporal Workstation/Files. Shared in area noted.	-	(Area #6)	(Area #6)
24	Corporal	-	Squad Room	Break	(1) Corporal Workstation/Files. Shared in area noted.	-	(Area #6)	(Area #6)

Police Function Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
25	-	-	Incident Report	Lt.'s Office	Currently shared in area noted.	(Area #27)	100	100
26	-	-	File Room	Detectives		50	80	120
27	-	-	Interview Detainee	Detectives		68	100	100
28	-	-	Processing	Lt.'s Office	Intoxilizer at Sheriff's Office	80	160	160
29	Detainee	-	Detainees WC	Interview Detainee		-	50	50
30	-	-	Armory	Lt.'s Office	ammunition, weapons	104	120	120
31	-	-	Utility Equipment	Lt.'s Office	Currently shared in area noted. (uniform attire, duty gear, pepper spray, belts, batons, spare radios, crime scene processing, spare vehicle equipment)	(Area #30)	100	100
32	-	-	Evidence	Detectives	Provide pass through lockers for transferring evidence. Refrigeration.	148	150	150

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
33	-	-	Property Storage	Detectives	Currently shared in area noted.	(Area #32)	120	120
34	-	-	Sallyport	Interview or Detainee WC	Two vehicles and storage with trench drain.	-	1000	1000
35	-	-	Vehicle Examination/ Evidence Holding	Sallyport		-	720	720
36	-	-	Locker Room	Squad Room	Personal locker space, one per staff member	-	150	150
37	-	-	Men's Staff WC	Locker Room	Currently shared with Fire Dept.	165	165	165
38	-	-	Women's Staff WC	Locker Room	Currently shared with Fire Dept.	165	165	165
39	-	-	Shower Room-A	Locker Room	Currently shared in areas noted.	(Areas #36 & 37)	50	50
40	-	-	Shower Room-B	Locker Room	Currently shared in areas noted.	(Areas #36 & 37)	50	50
41	-	-	Shower Room-C	Locker Room	Currently shared in areas noted.	(Areas #36 & 37)	50	50
42	Staff (6-8)	-	Break	Squad Room	sink, microwave, refrigerator, oven, 4-top.	255	250	250

Facility Function Spaces

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
43	-	-	Foyer/Air Lock	Reception		180	200	200
44	-	-	Meeting/Training Room	Squad Room		1060	1200	1200
45	-	-	Generator	Outside	New generator needed. Located on site.	-	-	-

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Area #	Occupant Title	Occupant	Room Name	Near	Note	Current SF	2030 Need	2050 Need
46	-	-	Vehicle Charging	Outside	(4) charging stations on site	-	-	-
47	-	-	Server/Network/Surveillance	Office Supply	Main server located at Town Hall	80	80	80
48	-	-	Janitor	WC's/Break	Currently shared in room noted.	(Area #42)	25	25
49	-	-	Office Supply	Paper Supply		-	80	80
50	-	-	Paper Supply	Office Supply		-	80	80
51	-	-	Mech/Elec	Exterior Wall		-	300	300
52	-	-	Men's Public WC	Foyer/Air Lock		-	100	100
53	-	-	Women's Public WC	Foyer/Air Lock		-	100	100

Space Needs	Current SF	2030 Need	2050 Need
Subtotal	2922	6000	6260
Ancillary	330	905	905
Total SF	3252	6905	7165
Occupied %	90%	87%	86%

Staff Qty.	Current	2030 Need	2050 Need
	13	18	22



Item III - a.

REVISIONS



SWANSBORO TOWN OF SWANSBORO NORTH CAROLINA
 POLICE AND FIRE DEPARTMENT
 PRELIMINARY FLOOR PLAN

**PRELIMINARY
 NOT FOR CONSTRUCTION**

DESIGNED BY: RDP
 DRAWN BY: TSM
 CHECKED BY: RDP
 PROJECT NO.: 2760-AE
 DATE: 08-02-21
 SCALE: 1/8" = 1'-0"
 SHEET NO.

**PRELIMINARY
 FOR REVIEW PURPOSES ONLY
 NOT RELEASED FOR CONSTRUCTION**

Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026											
						O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S
Proposed Baseline - 2-Story Fire Station						420 420 07-Oct-24 10-Jun-26																							
Project Milestones						420 420 07-Oct-24 10-Jun-26																							
MILE 100	Assmed Design NTP	0	0	07-Oct-24		◆ Assmed Design NTP:07-Oct-24																							
MILE 105	Assumed Construction NTP (for an approx.14-month proj	0	0	08-Apr-25		◆ Assumed Construction NTP (for an approx.14-month																							
MILE 110	Completion of Roof Dry-In Everywhere	0	0		25-Feb-26	◆ Completion of Roof																							
MILE 115	Completion of Glass Close-In	0	0		04-Mar-26	◆ Completion of Glas																							
MILE 120	Energization/Permanent Power	0	0		07-Apr-26	◆ Energization/Pe																							
MILE 125	Completion of HVAC Start-Up	0	0		07-Apr-26	◆ Completion of H																							
MILE 130	Contract Substantial Completion	0	0		10-Jun-26	◆ Contract S																							
Design (all durations are in calendar d						184 184 07-Oct-24 08-Apr-25																							
Procurement						245 245 28-Jan-25 16-Jan-26																							
Technical Submittals						91 91 28-Jan-25 04-Jun-25																							
Tech Submittal Reviews						86 86 18-Feb-25 19-Jun-25																							
Procurement/Fabrication						220 220 04-Mar-25 16-Jan-26																							
GC Mobilization						40 40 08-Apr-25 04-Jun-25																							
Construction						254 254 04-Jun-25 10-Jun-26																							
Demolition & Early Sitework						25 25 04-Jun-25 11-Jul-25																							
Foundations						73 73 03-Jul-25 17-Oct-25																							
Main Bldg Foundations						15 15 03-Jul-25 25-Jul-25																							
Apparatus Bay Foundations						8 8 06-Oct-25 17-Oct-25																							
Below-Slab R/Is & Slab-On-Grade						70 70 25-Jul-25 04-Nov-25																							
Main Bldg SOG						15 15 25-Jul-25 15-Aug-25																							
Apparatus Bay SOG						12 12 17-Oct-25 04-Nov-25																							
Structure						88 88 25-Jul-25 02-Dec-25																							
Structure - Main Bldg						85 85 25-Jul-25 26-Nov-25																							
Structure - Apparatus Bay						18 18 04-Nov-25 02-Dec-25																							
Roofing & Roof-Top Work						78 78 19-Nov-25 16-Mar-26																							
Roofing - Main Building						60 60 19-Nov-25 18-Feb-26																							
Roofing - Apparatus Bays						60 60 04-Dec-25 04-Mar-26																							
Roofing - High Roof Over Elevator						58 58 11-Dec-25 09-Mar-26																							
Roofing - High Roof Over Stair 2						61 61 15-Dec-25 16-Mar-26																							
Roofing - Low Roof - TPO						3 3 20-Feb-26 25-Feb-26																							
Exterior Cladding						110 110 02-Dec-25 11-May-26																							
Main Building Cladding						62 62 02-Dec-25 04-Mar-26																							
West Elevation - Main Bldg-1						35 35 02-Dec-25 23-Jan-26																							
South Elevation - Main Bldg						45 45 02-Dec-25 06-Feb-26																							
East Elevation - Main Bldg						50 50 09-Dec-25 23-Feb-26																							
North Elevation - Main Bldg						47 47 23-Dec-25 04-Mar-26																							
Apparatus Bay Cladding						50 50 08-Jan-26 23-Mar-26																							
South Elevation - Apparatus						40 40 08-Jan-26 09-Mar-26																							
East Elevation - Apparatus						48 48 12-Jan-26 23-Mar-26																							
North Elevation - Apparatus						46 46 14-Jan-26 23-Mar-26																							
"Tail-End" Cladding Common to Multiple Elevations						40 40 16-Mar-26 11-May-26																							
Interior Work						114 114 26-Nov-25 12-May-26																							
Main Bldg - Ground Floor						113 113 26-Nov-25 11-May-26																							
Partitions & Rough-ins - Main Bldg Ground Fir						48 48 26-Nov-25 06-Feb-26																							
GWB Finishes & Grid - Main Bldg Ground Fir						34 34 09-Jan-26 02-Mar-26																							
Fixtures & Finishes - Main Bldg Ground Fir						52 52 26-Feb-26 11-May-26																							
Main Bldg - 2nd Floor						103 103 11-Dec-25 11-May-26																							
Partitions & Rough-ins - Main Bldg 2nd Fir						48 48 11-Dec-25 23-Feb-26																							
GWB Finishes & Grid - Main Bldg 2nd Fir						32 32 28-Jan-26 16-Mar-26																							
Fixtures & Finishes - Main Bldg 2nd Fir						42 42 12-Mar-26 11-May-26																							
Apparatus Bays						86 86 07-Jan-26 11-May-26																							
Partitions & Rough-ins - App Bays						48 48 07-Jan-26 18-Mar-26																							
Fixtures & Finishes - App Bays						38 38 18-Mar-26 11-May-26																							
Main Electrical Room						36 36 23-Feb-26 14-Apr-26																							
Finishes Common to Entire Facility						25 25 30-Mar-26 04-May-26																							
Stair 1 Buidout						63 63 26-Nov-25 02-Mar-26																							
Stair 2 Buidout						63 63 04-Dec-25 09-Mar-26																							
Elevator						86 86 08-Jan-26 12-May-26																							
Mid-Project & Late-Project Sitework						210 210 11-Jul-25 13-May-26																							
Stormdrains						30 30 11-Jul-25 22-Aug-25																							
Wet Utilities						15 15 01-Aug-25 22-Aug-25																							
Site Electrical						42 42 03-Feb-26 03-Apr-26																							
Site Mechanical						20 20 23-Jan-26 23-Feb-26																							
Aparatus Bay Concrete Paving @ Entrances						20 20 09-Mar-26 06-Apr-26																							
North Side Parking & Drive Pavement						35 35 23-Mar-26 11-May-26																							
Landscapes & Site Finishes						17 17 20-Apr-26 13-May-26																							
Systems Start-Up, Testing, Punchlist, Inspector						47 47 03-Apr-26 10-Jun-26																							
Project Systems Start-Up & Testing						19 19 03-Apr-26 30-Apr-26																							
Project Punchlist, Final Inspections						14 14 11-May-26 01-Jun-26																							
FFE						10 10 27-May-26 10-Jun-26																							

	Actual Level of Effort
	Actual Work
	Remaining Work
	Critical Remaining Work
	Milestone

**Sample Design-Build 2-Story Fire Station
Baseline - 1-Sheet Summary**

Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026															
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct			
Proposed Baseline - 2-Story Fire Station						420	420	07-Oct-24	10-Jun-26																								
Project Milestones						420	420	07-Oct-24	10-Jun-26																								
MILE 100	Assmed Design NTP	0	0	07-Oct-24		◆ Assmed Design NTP, 07-Oct-24																											
MILE 105	Assumed Construction NTP (for an approx.14-month proj	0	0	08-Apr-25		◆ Assumed Construction NTP (for an approx.14-month project), 08-Apr-25																											
MILE 110	Completion of Roof Dry-In Everywhere	0	0		25-Feb-26	◆ Completion of Roof Dry-In Everywhere,																											
MILE 115	Completion of Glass Close-In	0	0		04-Mar-26	◆ Completion of Glass Close-In,																											
MILE 120	Energization/Permanent Power	0	0		07-Apr-26	◆ Energization/Permanent Power,																											
MILE 125	Completion of HVAC Start-Up	0	0		07-Apr-26	◆ Completion of HVAC Start-Up,																											
MILE 130	Contract Substantial Completion	0	0		10-Jun-26	◆ Contract Substantial Complet																											
Design (all durations are in calendar days)						184	184	07-Oct-24	08-Apr-25																								
DES 100	Concept Design in Advance of CDW	21	21	07-Oct-24	27-Oct-24	■ Concept Design in Advance of CDW																											
DES 105	Owner Preview of CDW Materials	7	7	28-Oct-24	03-Nov-24	■ Owner Preview of CDW Materials																											
DES 110	Concept Design Workshop	1	1	04-Nov-24	04-Nov-24	Concept Design Workshop																											
DES 115	65% Design Development	42	42	05-Nov-24	16-Dec-24	■ 65% Design Development																											
DES 120	Owner Review of 65% Design	14	14	17-Dec-24	30-Dec-24	■ Owner Review of 65% Design																											
DES 125	Schedule & Hold 65% Design Review Meeting	7	7	31-Dec-24	06-Jan-25	■ Schedule & Hold 65% Design Review Meeting																											
DES 130	100% Design Development	42	42	07-Jan-25	17-Feb-25	■ 100% Design Development																											
DES 135	Submit Major Mechanical Eq. with 100% Design	1	1	17-Feb-25	17-Feb-25	Submit Major Mechanical Eq. with 100% Design																											
DES 140	Submit Major Electrical Eq. with 100% Design	1	1	17-Feb-25	17-Feb-25	Submit Major Electrical Eq. with 100% Design																											
DES 145	Owner Review of 100% Design	14	14	18-Feb-25	03-Mar-25	■ Owner Review of 100% Design																											
DES 150	Schedule & Hold 100% Design Review Meeting	7	7	04-Mar-25	10-Mar-25	■ Schedule & Hold 100% Design Review Meeting																											
DES 155	Produce IFC Documents	21	21	11-Mar-25	31-Mar-25	■ Produce IFC Documents																											
DES 160	Owner Review IFC Docs	7	7	01-Apr-25	07-Apr-25	■ Owner Review IFC Docs																											
DES 165	Issue IFC Documents	1	1	08-Apr-25	08-Apr-25	Issue IFC Documents																											
Procurement						245	245	28-Jan-25	16-Jan-26																								
Technical Submittals						91	91	28-Jan-25	04-Jun-25																								
SUBM 100	Prepare/Submit For Approval Elec Gear (assume no coord	15	15	28-Jan-25	17-Feb-25	■ Prepare/Submit For Approval Elec Gear (assume no coordination study req'd)																											
SUBM 105	Prepare/Submit For Approval HVAC Equipment	15	15	28-Jan-25	17-Feb-25	■ Prepare/Submit For Approval HVAC Equipment																											
SUBM 110	Prepare/Submit For Approval ATS/Generator	15	15	28-Jan-25	17-Feb-25	■ Prepare/Submit For Approval ATS/Generator																											
SUBM 115	Prepare/Submit For Approval Mix Designs	5	5	08-Apr-25	15-Apr-25	■ Prepare/Submit For Approval Mix Designs																											
SUBM 120	Prepare/Submit For Approval Rebar Shops	15	15	08-Apr-25	29-Apr-25	■ Prepare/Submit For Approval Rebar Shops																											
SUBM 125	Prepare/Submit For Approval Demolition & Abatement Plk	15	15	08-Apr-25	29-Apr-25	■ Prepare/Submit For Approval Demolition & Abatement Plans																											
SUBM 130	Prepare/Submit For Approval Steel Shops	30	30	08-Apr-25	20-May-25	■ Prepare/Submit For Approval Steel Shops																											
SUBM 135	Prepare/Submit For Approval Sprayfoam Air Barrier	30	30	08-Apr-25	20-May-25	■ Prepare/Submit For Approval Sprayfoam Air Barrier																											
SUBM 140	Prepare/Submit For Approval Masonry Materials	30	30	08-Apr-25	20-May-25	■ Prepare/Submit For Approval Masonry Materials																											
SUBM 145	Prepare/Submit For Approval Roofing	30	30	08-Apr-25	20-May-25	■ Prepare/Submit For Approval Roofing																											
SUBM 150	Prepare/Submit For Approval Lighting Fixtures	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Lighting Fixtures																											
SUBM 155	Prepare/Submit For Approval Fire Alarm Shops	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Fire Alarm Shops																											
SUBM 160	Prepare/Submit For Approval Sprinkler Shops	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Sprinkler Shops																											
SUBM 165	Prepare/Submit For Approval Millwork	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Millwork																											
SUBM 170	Prepare/Submit For Approval Storefront & Glazing	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Storefront & Glazing																											
SUBM 175	Prepare/Submit For Approval Doors, Frames, Hardware	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Doors, Frames, Hardware																											
SUBM 180	Prepare/Submit For Approval Ceramic Tile	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Ceramic Tile																											
SUBM 185	Prepare/Submit For Approval Bathroom Accessories	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Bathroom Accessories																											
SUBM 190	Prepare/Submit For Approval Signage	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Signage																											
SUBM 195	Prepare/Submit For Approval Non-Bathroom Div 10	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Non-Bathroom Div 10																											
SUBM 200	Prepare/Submit For Approval Flooring	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Flooring																											
SUBM 205	Prepare/Submit For Approval GWB	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval GWB																											
SUBM 210	Prepare/Submit For Approval ACT	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval ACT																											
SUBM 215	Prepare/Submit For Approval Telecom	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Telecom																											
SUBM 220	Prepare/Submit For Approval Plumbing Fixtures	40	40	08-Apr-25	04-Jun-25	■ Prepare/Submit For Approval Plumbing Fixtures																											

- Actual Level of Effort
- Actual Work
- Remaining Work
- Critical Remaining Work
- ◆ Milestone

Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026												
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
■ SUBM 225	Prepare/Submit For Approval Controls Systems	40	40	08-Apr-25	04-Jun-25																									
■ SUBM 230	Prepare/Submit For Approval Sectional Doors	40	40	08-Apr-25	04-Jun-25																									
■ SUBM 235	Prepare/Submit For Approval Fiber Composite Panels	40	40	08-Apr-25	04-Jun-25																									
◆ Tech Submittal Reviews		86	86	18-Feb-25	19-Jun-25																									
■ REV 100	Rev & Approve Elec Gear	10	10	18-Feb-25	03-Mar-25																									
■ REV 105	Rev & Approve ATS/Generator	10	10	18-Feb-25	03-Mar-25																									
■ REV 110	Review & Approve HVAC Equipment	10	10	18-Feb-25	03-Mar-25																									
■ REV 115	Rev & Approve Mix Designs	10	10	15-Apr-25	29-Apr-25																									
■ REV 120	Rev & Approve Rebar Shops	10	10	29-Apr-25	13-May-25																									
■ REV 125	Review & Approve Abatement & Demolition Plans	10	10	29-Apr-25	13-May-25																									
■ REV 130	Rev & Approve Steel Shops	10	10	20-May-25	04-Jun-25																									
■ REV 135	Rev & Approve Sprayfoam Air Barrier	10	10	20-May-25	04-Jun-25																									
■ REV 140	Rev & Approve Roofing	10	10	20-May-25	04-Jun-25																									
■ REV 145	Rev & Approve Masonry	10	10	20-May-25	04-Jun-25																									
■ REV 150	Rev & Approve Lighting Fixtures	10	10	04-Jun-25	19-Jun-25																									
■ REV 155	Rev & Approve Fire Alarm Shops	10	10	04-Jun-25	19-Jun-25																									
■ REV 160	Rev & Approve Sprinkler Shops	10	10	04-Jun-25	19-Jun-25																									
■ REV 165	Rev & Approve Millwork	10	10	04-Jun-25	19-Jun-25																									
■ REV 170	Rev & Approve Storefront & Glazing	10	10	04-Jun-25	19-Jun-25																									
■ REV 175	Rev & Approve Doors, Frames, Hardware	10	10	04-Jun-25	19-Jun-25																									
■ REV 180	Rev & Approve Ceramic Tile	10	10	04-Jun-25	19-Jun-25																									
■ REV 185	Rev & Approve Bathroom Accessories	10	10	04-Jun-25	19-Jun-25																									
■ REV 190	Rev & Approve Signage	10	10	04-Jun-25	19-Jun-25																									
■ REV 195	Rev & Approve Non-Bathroom Div 10	10	10	04-Jun-25	19-Jun-25																									
■ REV 200	Rev & Approve Flooring	10	10	04-Jun-25	19-Jun-25																									
■ REV 205	Rev & Approve GWB	10	10	04-Jun-25	19-Jun-25																									
■ REV 210	Rev & Approve ACT	10	10	04-Jun-25	19-Jun-25																									
■ REV 215	Rev & Approve Telecom	10	10	04-Jun-25	19-Jun-25																									
■ REV 220	Rev & Approve Plumbing Fixtures	10	10	04-Jun-25	19-Jun-25																									
■ REV 225	Rev & Approve Controls Systems	10	10	04-Jun-25	19-Jun-25																									
■ REV 230	Rev & Approve Sectional Doors	10	10	04-Jun-25	19-Jun-25																									
■ REV 235	Review & Approve Fiber Composite Panels	10	10	04-Jun-25	19-Jun-25																									
◆ Procurement/Fabrication		220	220	04-Mar-25	16-Jan-26																									
■ FAB 100	Fabrication & Availability of Rebar	20	20	13-May-25	11-Jun-25																									
■ FAB 105	Fabrication & Availability of Sprayfoam Air Barrier	10	10	04-Jun-25	19-Jun-25																									
■ FAB 110	Fabrication & Availability of Ceramic Tile	0	0	19-Jun-25	19-Jun-25																									
■ FAB 115	Fabrication & Availability of Masonry	20	20	04-Jun-25	03-Jul-25																									
■ FAB 120	Fabrication & Availability of Sprinkler Materials	20	20	19-Jun-25	18-Jul-25																									
■ FAB 125	Fabrication & Availability of GWB	20	20	19-Jun-25	18-Jul-25																									
■ FAB 130	Fabrication & Availability of Roofing Materials	40	40	04-Jun-25	01-Aug-25																									
■ FAB 135	Fabrication & Availability of Lighting Fixtures	40	40	19-Jun-25	15-Aug-25																									
■ FAB 140	Fabrication & Availability of Doors, Frames, Hardware	40	40	19-Jun-25	15-Aug-25																									
■ FAB 145	Fabrication & Availability of Bathroom Accessories	40	40	19-Jun-25	15-Aug-25																									
■ FAB 150	Fabrication & Availability of Signage	40	40	19-Jun-25	15-Aug-25																									
■ FAB 155	Fabrication & Availability of Non-Bathroom Div 10	40	40	19-Jun-25	15-Aug-25																									
■ FAB 160	Fabrication & Availability of Flooring	40	40	19-Jun-25	15-Aug-25																									
■ FAB 165	Fabrication & Availability of ACT	40	40	19-Jun-25	15-Aug-25																									
■ FAB 170	Fabrication & Availability of Plumbing Fixtures	40	40	19-Jun-25	15-Aug-25																									
■ FAB 175	Fabrication & Availability of Controls Systems	40	40	19-Jun-25	15-Aug-25																									
■ FAB 180	Fabrication & Availability of Fiber Composite Panels	40	40	19-Jun-25	15-Aug-25																									
■ FAB 185	Fabrication & Availability of Str. Steel	60	60	04-Jun-25	29-Aug-25																									
■ FAB 190	Fabrication & Availability of Fire Alarm Equip	60	60	19-Jun-25	15-Sep-25																									
■ FAB 195	Fabrication & Availability of Millwork	60	60	19-Jun-25	15-Sep-25																									

- Actual Level of Effort
- Actual Work
- Remaining Work
- Critical Remaining Work
- ◆ Milestone

Sample Design-Build 2-Story Fire Station
Baseline - All Tasks
 Page 2 of 9

Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026												
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
█ FAB 200	Fabrication & Availability of Storefront & Glazing	60	60	19-Jun-25	15-Sep-25																									
█ FAB 205	Fabrication & Availability of Sectional Doors	60	60	19-Jun-25	15-Sep-25																									
█ FAB 210	Fabrication & Availability of Telecom	80	80	19-Jun-25	14-Oct-25																									
█ FAB 215	Fabrication & Availability of Mech Equipment	180	180	04-Mar-25	18-Nov-25																									
█ FAB 220	Fabrication & Availability of Elec Gear	220	220	04-Mar-25	16-Jan-26																									
█ FAB 225	Fabrication & Availability of ATS/Generator	220	220	04-Mar-25	16-Jan-26																									
GC Mobilization		40	40	08-Apr-25	04-Jun-25																									
█ MOB 100	Preparations for GC Mobilization	40	40	08-Apr-25	04-Jun-25																									
Construction		254	254	04-Jun-25	10-Jun-26																									
Demolition & Early Sitework		25	25	04-Jun-25	11-Jul-25																									
█ ES 105	Survey/Layout	2	2	04-Jun-25	06-Jun-25																									
█ ES 110	Install Sediment Erosion Control & Temp Construction Ent	2	2	06-Jun-25	10-Jun-25																									
█ ES 100	Abate Existing Bldgs	5	5	04-Jun-25	11-Jun-25																									
█ ES 115	Remove Salvage Items	2	2	09-Jun-25	11-Jun-25																									
█ ES 120	Demolition of Existing Fire Station & Site Outlying Bldgs	10	10	11-Jun-25	26-Jun-25																									
█ ES 125	Building Pad	5	5	26-Jun-25	03-Jul-25																									
█ ES 130	Demo Remainder of Hardscapes & Misc Site Infrastructur	5	5	03-Jul-25	11-Jul-25																									
Foundations		73	73	03-Jul-25	17-Oct-25																									
Main Bldg Foundations		15	15	03-Jul-25	25-Jul-25																									
█ FND 100	Excavate & FRP Foundations - Main Bldg	10	10	03-Jul-25	18-Jul-25																									
█ FND 105	Foundation CMU - Main Bldg	5	5	18-Jul-25	25-Jul-25																									
Apparatus Bay Foundations		8	8	06-Oct-25	17-Oct-25																									
█ FND 200	Excavate & FRP Foundations - Apparatus Bay	5	5	06-Oct-25	14-Oct-25																									
█ FND 205	Foundation CMU - Apparatus Bay	3	3	14-Oct-25	17-Oct-25																									
Below-Slab R/Is & Slab-On-Grade		70	70	25-Jul-25	04-Nov-25																									
Main Bldg SOG		15	15	25-Jul-25	15-Aug-25																									
█ SOG 100	Below Slab Electrical Rough-Ins - Main Bldg	10	10	25-Jul-25	08-Aug-25																									
█ SOG 105	Below Slab Plumbing RI - Main Bldg	10	10	25-Jul-25	08-Aug-25																									
█ SOG 110	Prep & Place SOG - Main Bldg	5	5	08-Aug-25	15-Aug-25																									
Apparatus Bay SOG		12	12	17-Oct-25	04-Nov-25																									
█ SOG 200	Below Slab Electrical Rough-Ins - Apparatus	5	5	17-Oct-25	24-Oct-25																									
█ SOG 205	Below Slab Plumbing Rough-Ins - Apparatus	5	5	21-Oct-25	28-Oct-25																									
█ SOG 210	Prep & Place Slab-on-grade at the App Bays - Apparatus	5	5	28-Oct-25	04-Nov-25																									
Structure		88	88	25-Jul-25	02-Dec-25																									
Structure - Main Bldg		85	85	25-Jul-25	26-Nov-25																									
█ STR 105	Str Masonry & MEP RIs - Main Bldg Stair 2 Shaft	10	10	25-Jul-25	08-Aug-25																									
█ STR 100	Str Masonry & MEP RIs - Main Bldg Stair 1 & Elev Shafts	15	15	25-Jul-25	15-Aug-25																									
█ STR 110	Str Masonry & MEP RIs - Ground to Roof Bearing - Main E	15	15	01-Aug-25	22-Aug-25																									
█ STR 115	Str Masonry & MEP RIs - Ground to Roof Bearing - Main E	15	15	22-Aug-25	15-Sep-25																									
█ STR 145	Measure Stair Shafts & Fabricate Risers/Pans	30	30	15-Aug-25	29-Sep-25																									
█ STR 120	Str Masonry & MEP RIs - Ground to Roof Bearing - Main E	15	15	15-Sep-25	06-Oct-25																									
█ STR 125	Str Masonry & MEP RIs - Ground to Roof Bearing - Main E	15	15	06-Oct-25	28-Oct-25																									
█ STR 130	Erect Structural Steel - 2nd Flr Joists & Decking - Main Bldg	10	10	28-Oct-25	12-Nov-25																									
█ STR 135	Erect Structural Steel - Roof Joists & Decking - Main Bldg	10	10	04-Nov-25	19-Nov-25																									
█ STR 140	Prep & Place SOMD for 2nd Floor - Main Bldg	5	5	19-Nov-25	26-Nov-25																									
Structure - Apparatus Bay		18	18	04-Nov-25	02-Dec-25																									
█ STR 200	Str Masonry & MEP RIs - Ground to Roof Bearing - Appar	10	10	04-Nov-25	19-Nov-25																									
█ STR 205	Erect Roof Joists & Decking - Apparatus Bay	8	8	19-Nov-25	02-Dec-25																									

- █ Actual Level of Effort
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Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026												
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Roofing & Roof-Top Work		78	78	19-Nov-25	16-Mar-26																									
Roofing - Main Building		60	60	19-Nov-25	18-Feb-26																									
ROOF 100	Edge Blocking - Main Building Roof	10	10	19-Nov-25	04-Dec-25																									
ROOF 105	Roof Deck Insulation & Coverboard - Main Building Roof	12	12	04-Dec-25	22-Dec-25																									
ROOF 110	Ice & Water Shield - Main Building Roof	3	3	22-Dec-25	26-Dec-25																									
ROOF 115	Install SSM Roofing - Main Building Roof	15	15	26-Dec-25	20-Jan-26																									
ROOF 120	Eaves Framing & Soffit Panels - Main Roof	10	10	20-Jan-26	03-Feb-26																									
ROOF 125	Fascia Trim - Main Roof	10	10	03-Feb-26	18-Feb-26																									
Roofing - Apparatus Bays		60	60	04-Dec-25	04-Mar-26																									
ROOF 200	Edge Blocking - Apparatus Bay Roof	5	5	04-Dec-25	11-Dec-25																									
ROOF 205	Roof Deck Insulation & Coverboard - Apparatus Bay Roof	8	8	22-Dec-25	05-Jan-26																									
ROOF 210	Ice & Water Shield - Apparatus Bay Roof	2	2	05-Jan-26	07-Jan-26																									
ROOF 215	Install SSM Roofing - Apparatus Bay Roof	10	10	20-Jan-26	03-Feb-26																									
ROOF 220	Eaves Framing & Soffit Panels - Apparatus Bay Roof	10	10	03-Feb-26	18-Feb-26																									
ROOF 225	Fascia Trim - Apparatus Bay Roof	10	10	18-Feb-26	04-Mar-26																									
Roofing - High Roof Over Elevator		58	58	11-Dec-25	09-Mar-26																									
ROOF 300	Edge Blocking - Elevator High Roof	2	2	11-Dec-25	15-Dec-25																									
ROOF 305	Roof Deck Insulation & Coverboard - Elevator High Roof	2	2	05-Jan-26	07-Jan-26																									
ROOF 310	Ice & Water Shield - Elevator High Roof	1	1	07-Jan-26	08-Jan-26																									
ROOF 315	Install SSM Roofing - Elevator High Roof	5	5	03-Feb-26	10-Feb-26																									
ROOF 320	Eaves Framing & Soffit Panels - Elevator High Roof	3	3	18-Feb-26	23-Feb-26																									
ROOF 325	Fascia Trim - Elevator High Roof	3	3	04-Mar-26	09-Mar-26																									
Roofing - High Roof Over Stair 2		61	61	15-Dec-25	16-Mar-26																									
ROOF 400	Edge Blocking - Stair 2 High Roof	3	3	15-Dec-25	18-Dec-25																									
ROOF 405	Roof Deck Insulation & Coverboard - Stair 2 High Roof	3	3	07-Jan-26	12-Jan-26																									
ROOF 410	Ice & Water Shield - Stair 2 High Roof	1	1	12-Jan-26	13-Jan-26																									
ROOF 415	Install SSM Roofing - Stair 2 High Roof	7	7	10-Feb-26	20-Feb-26																									
ROOF 420	Eaves Framing & Soffit Panels - Stair 2 High Roof	5	5	20-Feb-26	27-Feb-26																									
ROOF 425	Fascia Trim - Stair 2 High Roof	5	5	09-Mar-26	16-Mar-26																									
Roofing - Low Roof - TPO		3	3	20-Feb-26	25-Feb-26																									
ROOF 500	Install Canopy TPO Roof System	3	3	20-Feb-26	25-Feb-26																									
Exterior Cladding		110	110	02-Dec-25	11-May-26																									
Main Building Cladding		62	62	02-Dec-25	04-Mar-26																									
West Elevation - Main Bldg-1		35	35	02-Dec-25	23-Jan-26																									
CLW M 100	Prep Brick Ties - West Elevation - Main Bldg	5	5	02-Dec-25	09-Dec-25																									
CLW M 105	Sprayfoam Air Barrier - West Elevation - Main Bldg	10	10	09-Dec-25	23-Dec-25																									
CLW M 110	Brick Veneer - West Elevation - Main Bldg	15	15	23-Dec-25	15-Jan-26																									
CLW M 115	Windows - West Elevation - Main Bldg	5	5	15-Jan-26	23-Jan-26																									
South Elevation - Main Bldg		45	45	02-Dec-25	06-Feb-26																									
CLS M 100	Timber Backing for Fiber Cement Panels - South Elevation - Main Bldg	5	5	02-Dec-25	09-Dec-25																									
CLS M 105	Prep Brick Ties - South Elevation - Main Bldg	5	5	09-Dec-25	16-Dec-25																									
CLS M 110	Sprayfoam Air Barrier - South Elevation - Main Bldg	10	10	23-Dec-25	08-Jan-26																									
CLS M 115	Brick Veneer - South Elevation - Main Bldg	10	10	15-Jan-26	30-Jan-26																									
CLS M 120	Install Windows & Storefront - South Elevation - Main Bldg	5	5	30-Jan-26	06-Feb-26																									
East Elevation - Main Bldg		50	50	09-Dec-25	23-Feb-26																									
CLE M 100	Timber Backing for Fiber Cement Panels - East Elevation - Main Bldg	10	10	09-Dec-25	23-Dec-25																									
CLE M 105	Prep Brick Ties - East Elevation - Main Bldg	5	5	23-Dec-25	31-Dec-25																									
CLE M 110	Sprayfoam Air Barrier - East Elevation - Main Bldg	5	5	08-Jan-26	15-Jan-26																									
CLE M 115	Brick Veneer - East Elevation - Main Bldg	10	10	30-Jan-26	13-Feb-26																									
CLE M 120	Install Windows - East Elevation - Main Bldg	5	5	13-Feb-26	23-Feb-26																									

- █ Actual Level of Effort
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Sample Design-Build 2-Story Fire Station
Baseline - All Tasks
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Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026												
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
North Elevation - Main Bldg																														
CLNM 100	Timber Backing for Fiber Cement Panels - North Elevator	5	5	23-Dec-25	31-Dec-25																									
CLNM 105	Prep Brick Ties - North Elevation - Main Bldg	5	5	31-Dec-25	08-Jan-26																									
CLNM 110	Sprayfoam Air Barrier - North Elevation - Main Bldg	5	5	15-Jan-26	23-Jan-26																									
CLNM 115	Brick Veneer - North Elevation - Main Bldg	10	10	13-Feb-26	02-Mar-26																									
CLNM 120	Install Windows & Storefront - North Elevation - Main Bldg	2	2	02-Mar-26	04-Mar-26																									
Apparatus Bay Cladding																														
South Elevation - Apparatus																														
CLSA 100	Prep Brick Ties - South Elevation - App Bay	2	2	08-Jan-26	12-Jan-26																									
CLSA 105	Sprayfoam Air Barrier - South Elevation - App Bay	3	3	23-Jan-26	28-Jan-26																									
CLSA 110	Brick Veneer - South Elevation - App Bay	5	5	02-Mar-26	09-Mar-26																									
East Elevation - Apparatus																														
CLEA 100	Prep Brick Ties - South Elevation - App Bay	2	2	12-Jan-26	14-Jan-26																									
CLEA 105	Sprayfoam Air Barrier - South Elevation - App Bay	3	3	28-Jan-26	02-Feb-26																									
CLEA 110	Brick Veneer - South Elevation - App Bay	5	5	09-Mar-26	16-Mar-26																									
CLEA 115	Windows & Storefront - South Elevation - App Bay	5	5	16-Mar-26	23-Mar-26																									
North Elevation - Apparatus																														
CLNA 100	Prep Brick Ties - North Elevation - App Bay	2	2	14-Jan-26	16-Jan-26																									
CLNA 105	Sprayfoam Air Barrier - North Elevation - App Bay	3	3	02-Feb-26	05-Feb-26																									
CLNA 110	Brick Veneer - North Elevation - App Bay	5	5	16-Mar-26	23-Mar-26																									
"Tail-End" Cladding Common to Multiple Elevations																														
CL COM 100	Install Apparatus Bay OH Door Supports - Multiple Elevations	5	5	16-Mar-26	23-Mar-26																									
CL COM 105	Brickwash Throughout	5	5	23-Mar-26	30-Mar-26																									
CL COM 120	Install Exterior Doors & Hardware	5	5	30-Mar-26	06-Apr-26																									
CL COM 115	Clean-Off Sprayfoam Excess @ Fiber-Cement Panel & Ir	10	10	30-Mar-26	13-Apr-26																									
CL COM 110	Install Apparatus Bay Sectional Doors - Multiple Elevations	15	15	30-Mar-26	20-Apr-26																									
CL COM 125	Install Fiber Cement Panels - Multiple Elevations	20	20	06-Apr-26	04-May-26																									
CL COM 135	Building Attached Lights - Multiple Elevations	2	2	04-May-26	06-May-26																									
CL COM 130	Building-Attached Signage	5	5	04-May-26	11-May-26																									
Interior Work																														
Main Bldg - Ground Floor																														
Partitions & Rough-ins - Main Bldg Ground Flr																														
RIM 1000	Interior CMU Walls & All In-Masonry Rls - 1st Flr, Main Bldg	5	5	26-Nov-25	04-Dec-25																									
RIM 1005	Framing Interior Partition Walls - 1st Flr, Main Bldg	5	5	04-Dec-25	11-Dec-25																									
RIM 1010	In-Wall Plumbing Rough-Ins - 1st Flr, Main Bldg	5	5	11-Dec-25	18-Dec-25																									
RIM 1020	In-Wall Electrical Rough-Ins - 1st Flr, Main Bldg	5	5	11-Dec-25	18-Dec-25																									
RIM 1025	In-Wall Mechanical RI - 1st Flr, Main Bldg	5	5	11-Dec-25	18-Dec-25																									
RIM 1015	Above Ceiling Sprinkler Rough-Ins (Mains) - 1st Flr, Main Bldg	10	10	11-Dec-25	26-Dec-25																									
RIM 1030	Above Ceiling Plumbing - 1st Flr, Main Bldg	7	7	18-Dec-25	30-Dec-25																									
RIM 1040	Top out GWB Corridors and other congested areas - 1st Flr, Main Bldg	3	3	26-Dec-25	31-Dec-25																									
RIM 1055	Testing & Inspections of Plumbing Systems - 1st Flr, Main Bldg	2	2	30-Dec-25	02-Jan-26																									
RIM 1050	Blockfill - 1st Flr, Main Bldg	5	5	26-Dec-25	05-Jan-26																									
RIM 1045	Above Ceiling Sprinkler Rough-Ins (Branchlines) - 1st Flr, Main Bldg	5	5	26-Dec-25	05-Jan-26																									
RIM 1035	Above Ceiling Electrical Rough-Ins - 1st Flr, Main Bldg	10	10	18-Dec-25	05-Jan-26																									
RIM 1080	Testing & Inspections of Sprinkler System - 1st Flr, Main Bldg	2	2	05-Jan-26	07-Jan-26																									
RIM 1070	Above-Ceiling Plumbing Insulation - 1st Flr, Main Bldg	4	4	02-Jan-26	08-Jan-26																									
RIM 1065	Plumbing In-Wall Insulation - 1st Flr, Main Bldg	5	5	02-Jan-26	09-Jan-26																									
RIM 1085	Pull Wire for Lights & Power - 1st Flr, Main Bldg	5	5	05-Jan-26	12-Jan-26																									
RIM 1075	Pull Wire for FA & LV Systems - 1st Flr, Main Bldg	5	5	05-Jan-26	12-Jan-26																									
RIM 1060	Above Ceiling Duct Main Rough-Ins - 1st Flr, Main Bldg	10	10	31-Dec-25	15-Jan-26																									
RIM 1090	Above Ceiling Mechanical - 1st Flr, Main Bldg	10	10	06-Jan-26	21-Jan-26																									
RIM 1095	Above-Ceiling Duct Insulation - 1st Flr, Main Bldg	5	5	15-Jan-26	23-Jan-26																									

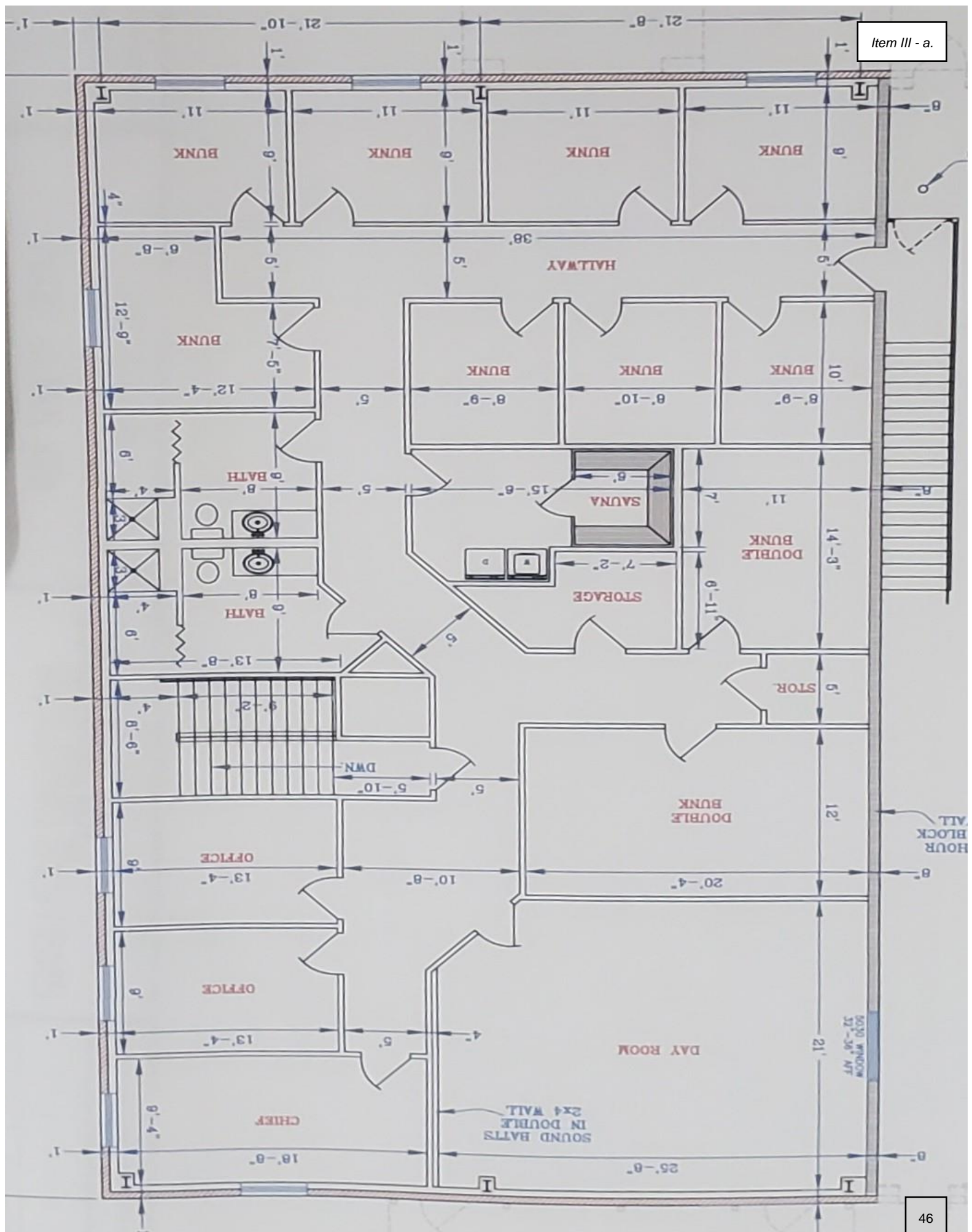
- █ Actual Level of Effort
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Sample Design-Build 2-Story Fire Station
Baseline - All Tasks
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Activity ID	Activity Name	Orig Dur	Rem Dur	Start	Finish	2025												2026												
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
■ DW M 200	In-Wall Inspections /Close-Ins - 2nd Flr, Main Bldg	5	5	28-Jan-26	04-Feb-26																									
■ DW M 205	Install In-Wall Insulation & Re-Inspect - 2nd Flr, Main Bldg	3	3	04-Feb-26	09-Feb-26																									
■ DW M 210	Hang & Finish Drywall - 2nd Flr, Main Bldg	10	10	09-Feb-26	24-Feb-26																									
■ DW M 215	Hang & Finish Drywall Bulkheads & Ceilings - 2nd Flr, Main Bldg	5	5	23-Feb-26	02-Mar-26																									
■ DW M 220	Prime & First Coat Walls - 2nd Flr, Main Bldg	5	5	02-Mar-26	09-Mar-26																									
■ DW M 230	Point-Up GWB - 2nd Flr, Main Bldg	3	3	09-Mar-26	12-Mar-26																									
■ DW M 225	Install ACT Ceiling Grid - 2nd Flr, Main Bldg	7	7	05-Mar-26	16-Mar-26																									
■ Fixtures & Finishes - Main Bldg 2nd Flr		42	42	12-Mar-26	11-May-26																									
■ FIN M 200	Install Ceramic Floor Tile - 2nd Flr, Main Bldg	5	5	12-Mar-26	19-Mar-26																									
■ FIN M 200	MEP/S Grid Trimout - 2nd Flr, Main Bldg	5	5	16-Mar-26	23-Mar-26																									
■ FIN M 202	Above Ceiling Insp for Ceiling Tiles - 2nd Flr, Main Bldg	2	2	23-Mar-26	25-Mar-26																									
■ FIN M 201	Install Ceramic Wall Tile - 2nd Flr, Main Bldg	5	5	19-Mar-26	26-Mar-26																									
■ FIN M 201	Final Coat of Paint - 2nd Flr, Main Bldg	5	5	23-Mar-26	30-Mar-26																									
■ FIN M 202	Install Countertops & Other Restroom Millwork - 2nd Flr, Main Bldg	5	5	30-Mar-26	06-Apr-26																									
■ FIN M 203	Sealed Concrete - 2nd Flr, Main Bldg	5	5	30-Mar-26	06-Apr-26																									
■ FIN M 203	Install Plumbing Fixtures - 2nd Flr, Main Bldg	5	5	06-Apr-26	13-Apr-26																									
■ FIN M 204	Electrical Devices & Trim Out - Walls & Floor - 2nd Flr, Main Bldg	5	5	07-Apr-26	14-Apr-26																									
■ FIN M 204	Install Ceiling Tiles - 2nd Flr, Main Bldg	5	5	09-Apr-26	16-Apr-26																									
■ FIN M 205	Mechanical Devices & Trim Out - Walls & Ceilings - 2nd Flr, Main Bldg	5	5	13-Apr-26	20-Apr-26																									
■ FIN M 205	Fire Alarm Devices & Trim Out - Walls & Ceiling - 2nd Flr, Main Bldg	5	5	14-Apr-26	21-Apr-26																									
■ FIN M 206	Install Wood Doors and Hardware - 2nd Flr, Main Bldg	5	5	16-Apr-26	23-Apr-26																									
■ FIN M 206	Install LVT Flooring - 2nd Flr, Main Bldg	5	5	16-Apr-26	23-Apr-26																									
■ FIN M 207	Install Carpet Flooring - 2nd Flr, Main Bldg	5	5	23-Apr-26	30-Apr-26																									
■ FIN M 207	Touch-Up Paint - 2nd Flr, Main Bldg	5	5	04-May-26	11-May-26																									
■ Apparatus Bays		86	86	07-Jan-26	11-May-26																									
■ Partitions & Rough-ins - App Bays		48	48	07-Jan-26	18-Mar-26																									
■ RIAPP 10	Blockfill & Prime Paint - App Bays	5	5	07-Jan-26	14-Jan-26																									
■ RIAPP 10	Above Ceiling Sprinkler Rough-Ins (Mains) - App Bays	10	10	20-Jan-26	03-Feb-26																									
■ RIAPP 12	Above Ceiling Sprinkler Rough-Ins (Branchlines) - App Bays	5	5	03-Feb-26	10-Feb-26																									
■ RIAPP 12	Above Ceiling Natural Gas Rough-Ins - App Bays	5	5	03-Feb-26	10-Feb-26																									
■ RIAPP 11	Above Ceiling Electrical Rough-Ins - App Bays	10	10	27-Jan-26	10-Feb-26																									
■ RIAPP 14	Testing & Inspections of Sprinkler System - App Bays	1	1	10-Feb-26	11-Feb-26																									
■ RIAPP 13	Run Lines for Compressed Air Equipment - App Bays	5	5	10-Feb-26	18-Feb-26																									
■ RIAPP 14	Pull Wire for FA & LV Systems - App Bays	5	5	10-Feb-26	18-Feb-26																									
■ RIAPP 11	Above Ceiling Plumbing Rough-Ins - App Bays	15	15	03-Feb-26	25-Feb-26																									
■ RIAPP 13	Pull Wire for Lights & Power - App Bays	10	10	10-Feb-26	25-Feb-26																									
■ RIAPP 15	Rough-in for Exhaust Air - App Bays	10	10	18-Feb-26	04-Mar-26																									
■ RIAPP 15	Above-Ceiling Plumbing Insulation - App Bays	5	5	25-Feb-26	04-Mar-26																									
■ RIAPP 16	Plumbing Insulation - App Bays	5	5	04-Mar-26	11-Mar-26																									
■ RIAPP 17	Testing & Inspections of Plumbing Systems - App Bays	1	1	11-Mar-26	12-Mar-26																									
■ RIAPP 16	Paint Structure & OHRIs - App Bays	5	5	11-Mar-26	18-Mar-26																									
■ Fixtures & Finishes - App Bays		38	38	18-Mar-26	11-May-26																									
■ FINAPP 1	Install Final Coat of Paint - App Bays	2	2	18-Mar-26	20-Mar-26																									
■ FINAPP 12	Install Plumbing Fixtures - App Bays	5	5	20-Mar-26	27-Mar-26																									
■ FINAPP 12	Fire Alarm Devices & Trim Out - Walls & Ceilings - App Bays	5	5	20-Mar-26	27-Mar-26																									
■ FINAPP 13	Sprinkler Heads - Apparatus	5	5	20-Mar-26	27-Mar-26																									
■ FINAPP 13	Install Compressed Air Equipment - App Bays	8	8	20-Mar-26	01-Apr-26																									
■ FINAPP 11	Install Vehicle Power Drops in Bays - App Bays	10	10	20-Mar-26	03-Apr-26																									
■ FINAPP 11	Install Light Fixtures - App Bays	10	10	20-Mar-26	03-Apr-26																									
■ FINAPP 14	Plumbing Trim Out - Walls & Floor - App Bays	5	5	27-Mar-26	03-Apr-26																									
■ FINAPP 1	Install Vehicle Exhaust Equipment - App Bays	15	15	18-Mar-26	08-Apr-26																									
■ FINAPP 14	Electrical Devices & Trim Out - Walls & Floor - App Bays	5	5	03-Apr-26	10-Apr-26																									
■ FINAPP 14	Install High Velocity Fans - App Bays	10	10	08-Apr-26	22-Apr-26																									
■ FINAPP 14	Epoxy Floor Paint & Cure - App Bays	10	10	22-Apr-26	06-May-26																									

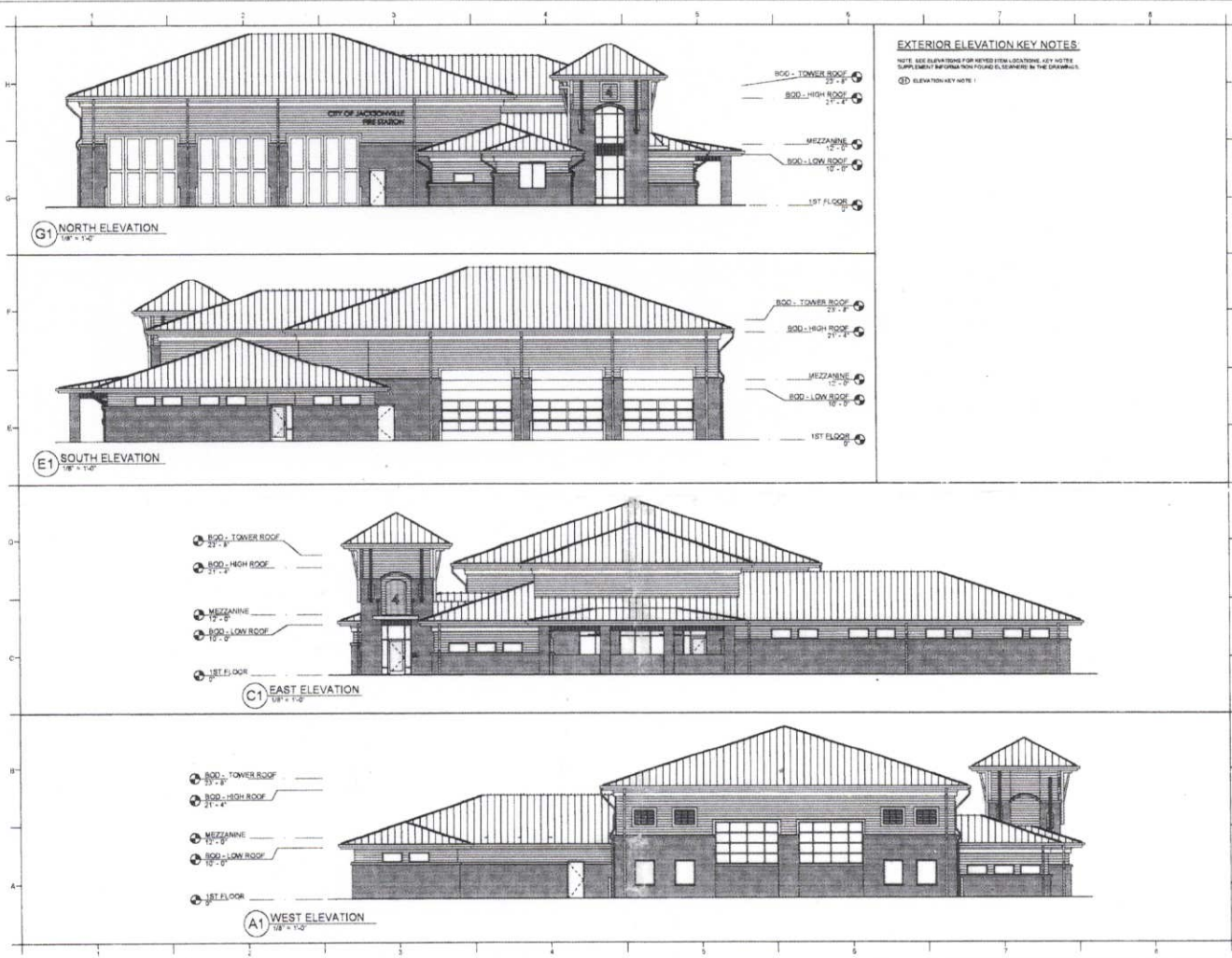
■ Actual Level of Effort
■ Actual Work
■ Remaining Work
■ Critical Remaining Work
◆ Milestone

Sample Design-Build 2-Story Fire Station
Baseline - All Tasks
 Page 7 of 9



JFES 4

Item III - a.



EXTERIOR ELEVATION KEY NOTES
 NOTE: SEE ELEVATIONS FOR REVED ITEM LOCATIONS KEY NOTES
 SUPPLEMENT INFORMATION FOUND ELSEWHERE IN THE DRAWINGS.
 (1) ELEVATION KEY NOTE 1

Davis Lane
 ARCHITECTURE, PLANNING, INTERIORS
 PROJECT INFORMATION

COJ FIRE STATION 4

FOR REVIEW ONLY
 FOR REVIEW ONLY

2205
 REVISIONS

DATE ISSUED

SCHEMATIC DESIGN
 12/21/2011
 SHEET TITLE
 EXTERIOR ELEVATIONS
A200

PROJECT INFORMATION
Davis Kline
 ARCHITECTURAL FIRM INC.
 1000 W. 10TH AVENUE, SUITE 100
 DENVER, CO 80202

COJ FIRE STATION 4

SCALE
 1/8" = 1'-0"

FOR REVIEW ONLY

DATE
 11/10/11

REVISIONS

DATE
 11/10/11

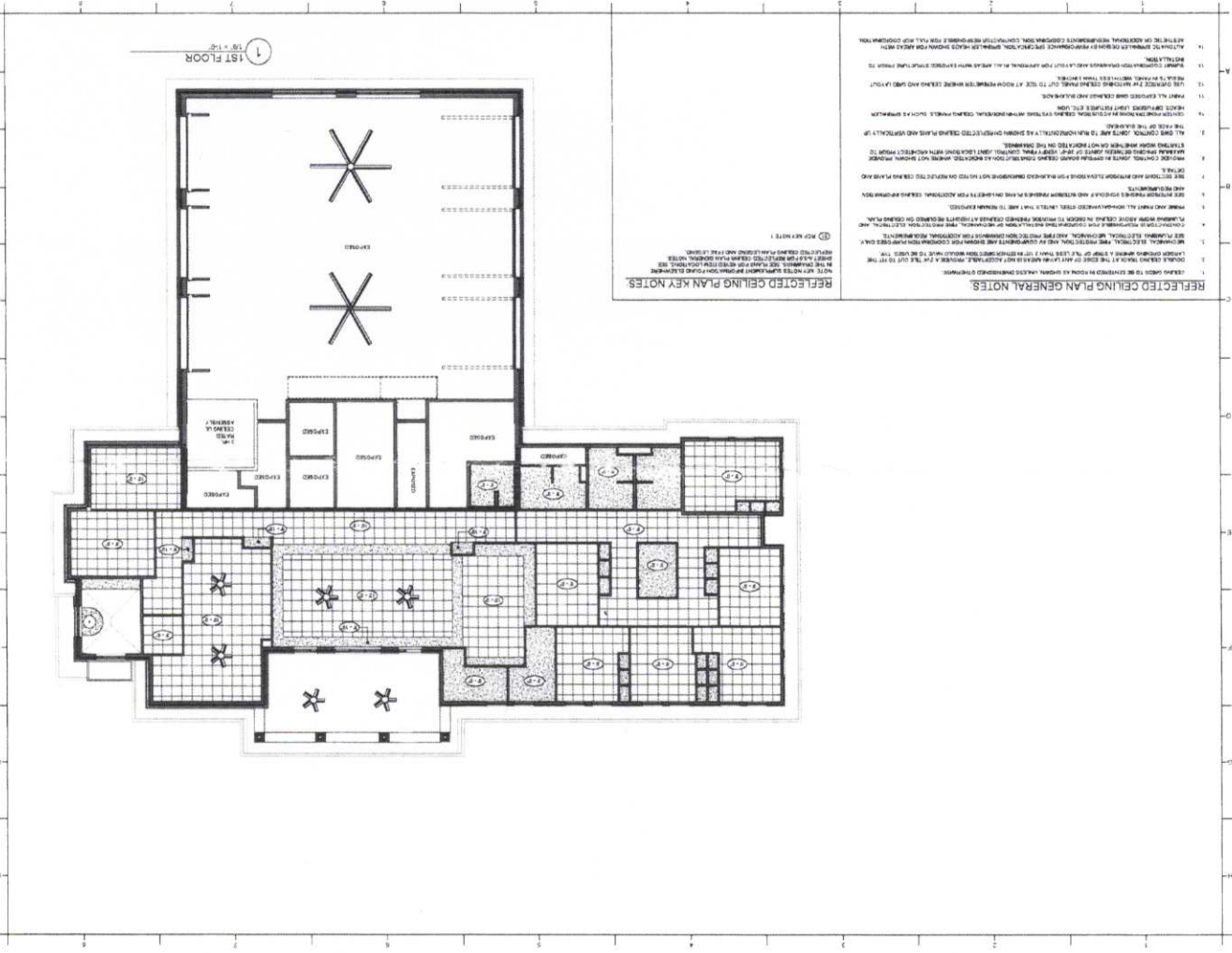
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DESCRIPTION

NO. 2205

REFLECTED CEILING PLAN

A110



REFLECTED CEILING PLAN KEY NOTES:

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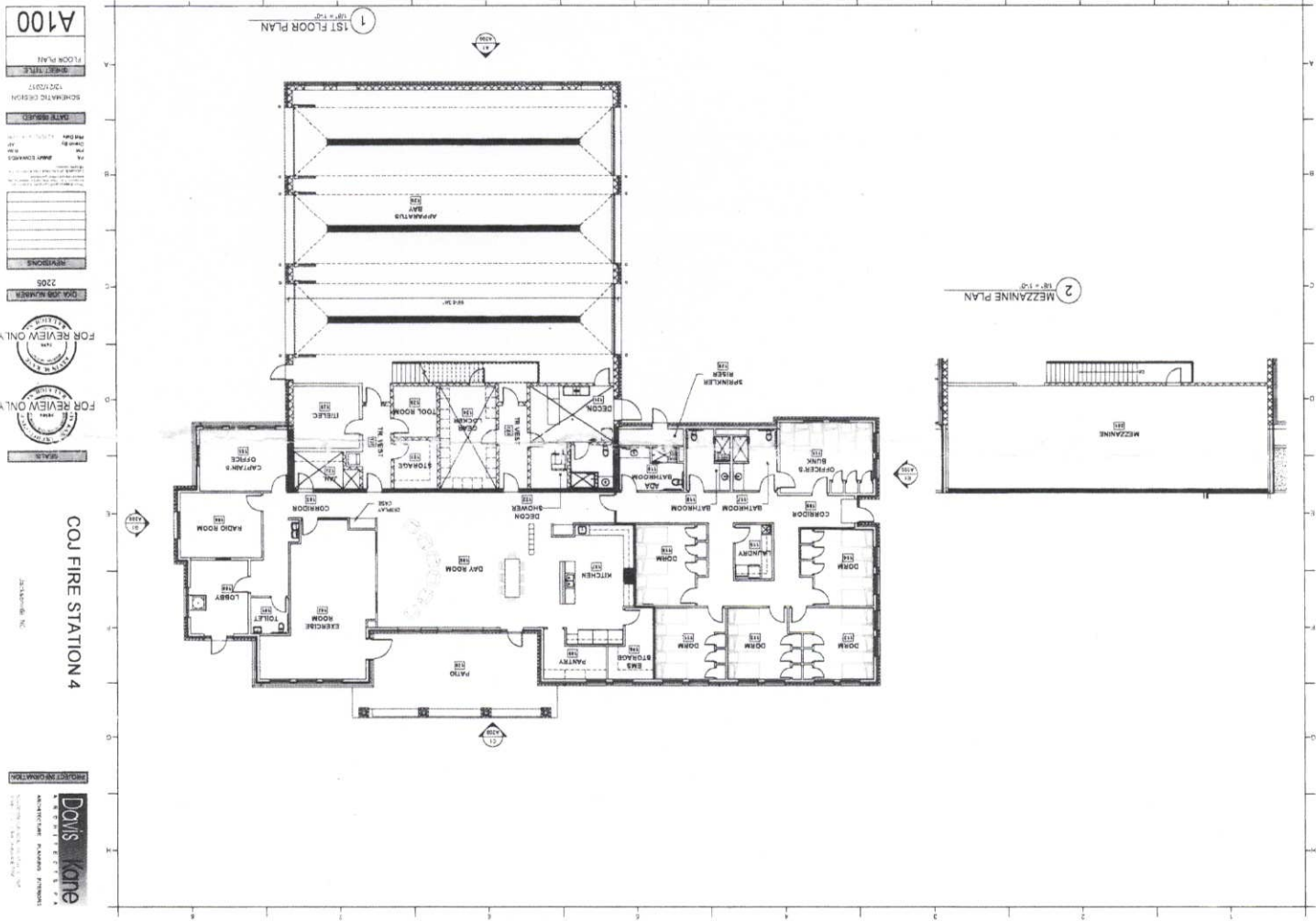
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REQUEST FOR QUALIFICATIONS
NEW PUBLIC SAFETY BUILDING/EMERGENCY
OPERATIONS CENTER

{Fire and Police Department Facility}

Issued: **ENTER DATE**



Project Introduction

Pursuant to North Carolina General Statue Section 143-128.1A, the Town of Swansboro, NC, herein after the “Town”, is soliciting proposals from qualified design-build firms interested in providing professional design and construction services for the new Public Safety Building (PSB)/Emergency Operations Center (EOC).

The design-build method is a qualifications-based selection process. As such, the primary factors for selection are the ability of the Designer-Builder to deliver the project on time and within the budget, within the criteria and constraints identified by this document, and pursuant to the requirements of the design-build statute. This Request For Qualifications (RFQ) provides complete information on the services sought and the submittal requirements.

Questions, requests for information, and responses to this RFQ shall be addressed and delivered to:

Jonathan Barlow / Town Manager
601 West Corbett Avenue
Swansboro, NC 28584
tnmgr@ci.swansboro.nc.us
(910)326-4428

- I) All sealed proposals must be received by **ENTER TIME** on **ENTER DAY & DATE**.
- II) Qualifications, amendments, and/or responses received after the time and date listed above shall not be considered for evaluation and will be returned to the Respondent unopened.
- III) The Town of Swansboro reserves the right to reject any and all submissions for any or no reason.
- IV) This RFQ does not obligate the Town to pay any costs incurred by respondents in preparing for and submitting a response, nor obligate the Town to accept or contract for any expressed or implied services.

Project Background

The Town of Swansboro's Public Safety Building, originally constructed in 1989 with additions made in 2017, is a critical facility for the town's emergency operations, housing Fire and Police services. However, the building's infrastructure has become outdated and incapable of meeting modern public safety and emergency response demands. The facility has been declared unsafe if a storm exceeds Category 1, posing a significant risk to the personnel and equipment housed within.

The inadequacies of the current facility were highlighted during Hurricane Florence in 2018. It became evident that the building could not sustain daily operations, much less the expanded need for emergency response during a disaster of that scale. During the storm, the building struggled to serve as an effective Emergency Operations Center (EOC), limiting the ability of public safety officials to coordinate and respond to critical situations.

Given Swansboro's vulnerability to hurricanes and other natural disasters, it is essential to construct a modern Public Safety Building/Emergency Operations Center to withstand severe weather events and provide a secure and efficient base for daily public safety operations. This new facility will enable the town's emergency services to function effectively under both routine and extreme conditions, ensuring the safety and resilience of the community in the face of future emergencies.

Project Goals & Objectives

With the design and construction of the project, the Town has the following goals:

- I) Design and construct a facility that provides the Fire and Police Departments with a facility that conforms to current and future needs.
- II) Complete the project in a timely and fiscally responsible manner.
- III) Incorporate high-performance systems in design and construction that will allow personnel to work in a safe, comfortable, and operational facility.
- IV) Design and construct a facility to minimize operating and maintenance costs, maximizing energy efficiency.

- V) Prioritize workplace safety and reduce job-related exposure to carcinogens and other substances found in an Emergency Services environment.
- VI) Design and construct a facility that promotes resilience in planning, responding, mitigating, or recovering from disasters.
- VII) As a team, work with the Town to plan and implement processes to maximize efficiency, quality, and cost savings.

Project-RFQ Purpose

The Town seeks qualifications for Design-Build Project delivery services for the new Public Safety Building/Emergency Operations Center. The selected Firm shall be capable of performing professional services, including preparing design drawings, specifications, and bid documents for the site development and construction of the new facility. The selected firm will be expected to provide concurrent design and construction turnkey activities for the project, resulting in a finished, fully usable facility that satisfies all project requirements and contractual terms.

The facility will be approximately 16,000 +/- square feet on an undeveloped site **To Be Determined**. The new facility shall sustain all Emergency Operations for the Town during all disasters, specifically Category 4 Tropical Systems or less. Preliminary needs of the facility include, but are not limited to, the following:

Fire

- (1) Fire Chief Office with Meeting Space
- (2) Assistant Fire Chief Offices
- (2) Shift Officer Offices – (3) Rotating Shift
- Storage Space/Rooms
 - Personnel Records
 - Fire Prevention Material and Building Plans
 - Small Equipment Inventory
 - EMS Supply Room
 - Uniform/Miscellaneous Items
- Day Room/Living Room/Dining Room {Open Concept}

- Commercial Kitchen {Open to Day/Living/Dining Room}
 - Pantry & Cold Storage Space for Three Shifts
 - Supports Daily Operations & EOC Activations
- Outside Covered Patio/Grilling Area
- (8) Bunk Rooms {Sleeps 3 per room}
- (6) Restrooms with Showers
- Crew Watch Room/Communications Room
- Laundry Room {Daily Operations and EOC Activation}
- (4) Drive-Thru Apparatus Bays {Minimum of 80'}
- Apparatus Bay Storage/Rooms
 - Crew Turnout Gear Locker Room {Space for 50}
 - Storage Room for Out of Service/Spare Gear
 - SCBA Storage and Refill
 - Tool/Equipment Storage, Maintenance, and Repair
- Decontamination – {Exterior Access} Shower, Turnout Gear Extractor & Dryer

Police

- (1) Police Chief Office with Meeting Space
- (1) Deputy Police Chief Office
- (1) Lieutenant Office
- (1) Detective Office
- Patrol Sgt Office Space {Space for 2}
- Storage Space
 - Weapons/Munitions/Tactical Gear
 - Duty Gear
 - Records
 - Large Items
- Officer/Squad Room
- Interview/Interrogation
- Officer Walk-Up/Evidence Prep
- Evidence Processing
- Evidence/Narcotics/Arms Storage

- Kitchenette/Break Room
- PD Duty Room
- Photography/Fingerprint/Intox Area
- Receiving Area
- Sally Port
- Holding Area with Attended Toilet
- (2) Restrooms with Shower

Emergency Operations Center / Shared Space

- Training Room/Emergency Operations Center {Primary EOC}
- Conference Room {Secondary EOC – Limited Activation}
- (2) Restrooms with Showers
- Administrative Assistant Office
- Main Entrance/Foyer
- Physical Fitness
- Storage Rooms
 - EOC Supplies & Equipment
 - Training Supplies & Equipment
- Data/Mechanical/Electrical/Fire Suppression/Fire Alarm Systems
- Emergency Power System/Generator {Full Facility Operations}
- Controlled Access Points
- Public Accessible Restroom with Shower Capabilities {Primary ADA}

Scope of Work

The Town plans to build the new PSB/EOC on an undeveloped property actively being identified and acquired. The selected firm shall work collectively with the Land Acquisition Committee and Town to ensure that the selected site fits the project's needs in all phases. The selected Firm shall provide professional architectural and engineering services for the project to prepare construction drawings, specifications, and contractual documents.

The following is the preliminary scope of work that may be modified during contract negotiations with the selected Design-Builder:

- I) Pre-planning, schedule and budget review, site plan validation, and pre-construction project planning, including preliminary cost estimates.
- II) Preparing site, architectural, structural, mechanical, plumbing, and electrical design plans to include:
 - i) Site Design: Planned Public Safety Building/Emergency Operations Center {Phase I} and Future {Phase II} Fuel Farm and Training Facility
 - ii) Building Design {Phase}
- III) Development and refinement of cost estimates and project schedules.
- IV) Construction of the project
- V) Construction administration and observation, including conferences, site observations, and regularly scheduled progress meetings with the Town.
- VI) Project closeout, establishment of warranties, guarantees, and delivery of manuals.

Budget & Timeline

Budget

Adherence to the established budget is critical for the successful completion of this project. The Town has allocated an estimated budget of up to \$9 million, with \$3 million specifically designated for land acquisition and site development. The total project cost shall encompass all expenses related to architectural programming, design and engineering, construction, construction administration, testing services, permitting, and other necessary professional fees and services required to complete the project.

Timeline

The Town reserves the right to adjust the following schedule as necessary:

Project Item	Date
Issue Request for Qualifications	Enter Date
Deadline to Submit Proposals	Enter Date
Notify Selected Firm to Begin Contract Negotiations	Enter Date
Complete Contract and Award of Contract by the Town Board of Commissioners	Enter Date
Notice to Proceed	Enter Date
Begin Construction	Enter Date
Project Completion	Enter Date

Submission Requirements

The Firm shall provide one (1) original copy (unbound and suitable for photocopying), eight (8) side-bound copies, and one electronic copy of your submittal in PDF format. The font size shall be at least 12 pt, printed on 8 ½” x 11” paper. The submission document shall include a Table of Contents. Submittals shall be delivered in the manner described below:

- Addressed to:

Jonathan Barlow, Town Manager
601 West Corbett Avenue
Swansboro, NC 28584
RFQ for Design-Build Services – PSB/EOC
- The Firm’s Name & Return Address
- Sealed Package

The Firm’s submission package shall include the following contents:

Letter of Interest

The Firm’s Letter of Interest shall include a brief but descriptive overview of the following information:

- The Firm and Team’s Qualifications
- The Firm and Team’s Experience in Design-Build Construction related to Public Safety Related Infrastructure {Fire, Police, EMS, and Emergency Operations Centers}
- A Summary of WHY the Proposed Team and Firm Should be Selected for the Project.

Firm Capability

The Firm shall list all relevant experience and experience for any proposed sub-consultants. The projects listed should be similar to the primary facility type or any portion thereof, as defined in the Project—RFQ Purpose section. The Firm shall provide information on at least three (3) projects completed in the last five (5) years, showing budgetary and timeline compliance and change order history, including the original budget, pre-build estimate, and final cost. The three (3) projects must include a brief

description, the date the project was completed, and reference contacts for those projects.

The Firm shall also provide any unique qualifications, innovative approaches, project and budgetary methods, or significant influences that should be considered during the evaluation process.

Firm Staff Profile

The Firm’s submission shall include resumes of key staff members, including the project manager and task leaders, and those identified as having a significant role in the project. The Submission shall provide detailed information on each company and key staff involved in the project team, including their experience with the Design-Build process, particularly for like-typed facilities {Fire, Police, and Emergency Operations Centers}. The Firm, Staff, and any Proposed Sub-Consultants who comprise the project team must be identified by their roles, assignments, and qualifications.

For each company, outline capabilities, relevant experience, number of employees, office location, and years in business. Clearly define the scope of services for each company and include a written certification that all licensed professionals were selected based on qualifications, with evidence of a qualifications-based selection (QBS) process. Additionally, disclose any legal matters, litigation, or safety violations.

Project Approach

The Firm shall provide a detailed description of the proposed approach to the project, responding to the preliminary scope without simply restating it. Identify key risks, challenges, anticipated concerns, and mitigation steps to ensure successful delivery. Describe the team's approach to design, quality assurance, and quality control and their track record of delivering projects with minimal change orders. Highlight the team's experience with the regulatory bodies likely to review the project at the local, state, or federal level. Explain the use of technology and how it will facilitate engagement with the owner throughout each project phase. Additionally, outline the project schedule, including tasks, milestones, and deliverables, and review meetings with the town’s project team.

Evaluation Criteria

The submitting Firm's response to this RFQ will be evaluated and ranked by the categories and methods listed below for an available score of 100 points.

- 1) *Design-Build Firm Experience with like-typed facilities (Fire, Police, EMS, or Emergency Operations Centers) – **40 Points***
- 2) *Design and Engineering Professionals Experience with like-typed facilities (Fire, Police, EMS, or Emergency Operations Centers) – **25 Points***
- 3) *Firm Capability {Previous Project Compliance} – **20 Points***
- 4) *Project Understanding and Approach – **10 Points***
- 5) *Deliverable Quality and Project Timeline – **5 Points***