



HARWICH POLICE HEADQUARTERS

Police Facility Study Future Expansion Space

13-Feb-08 **DRAFT**

Area/Room Title	Rm. Typ	Dcpts	Rms.	Total	Planned		Future Expansion		
					Actual	Total	Delta	Net	Pos Expan
				Program Area	Police	Fire			
				sf					
Public									
Lobby/Waiting	13.1	12	1	600		458		-142	
Vestibule	13.4	0	1	100		97		-3	
Public Toilets	7.1	0	2	130		317		187	
Public Interview	5.2	4	1	100		91		-9	
F I D Interview	5.3	2	1	100		69		-31	
Greeter	13.2	1	1	60		0		-60	
Community Training / EOC	3.1	50		1000		990		-10	
FD / Blood Pressure	5.3	2	1	100		0		0	
Storage						84		84	
Public Total:				2190 sf			2106	16	16
Communications Center									
Communications Positions	4.2	4	1	600		664		64	64
Main Desk	1.1	1	1	100		0		-100	
Communications Supervisor	1.5	1	1	120		0		-120	
Unisex Toilet	7.1	1	1	65		48		-17	
Break Room/area	13.1	2	1	100		45		-55	NA
Equipment Room	6.8	0	1	150		99		-51	
E-911 Equipment Room	6.3	0	1	40		102		62	
Bunk Room						0		-217	-217
Janitor Closet						0			
Conference Room						489			
Communications Center Total:				1175 sf	Renovation		1447		
Records/Data Processing									
Public Information Counter	13.1	0	1	50		0		-50	
Staff Work Space	2.2	4	1	300		262		-38	
File Area	6.5	0	1	80		107		27	
Photocopy	6.2	0	1	25		0		-25	
Archives	6.6	0	1	100		0		-100	
Records/Data Processing Total:				555 sf			369	-186	-186
Court Liaison (near Detectives)									
Court Liaison's Office	1.2	1	1	120		154		34	34
Court Liaison Total:				120 sf					



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						Actual	Total	Delta	Net	Pos	
Program						Police	Fire				
								154			
Patrol Administration											
Patrol Lieutenant's Office	2.3	1	1		150	0		-150		NA	
Patrol Sergeant's Office	2.4	6	1		600	543		-57		-57	
Patrol Administration Total:					750 sf		543	-207	-207		
Patrol Facilities											
Roll Call Room	3.3	12	1		336	352		16			
Report Preparation	5.2	4	1		120	212		92			
Armory	6.4	0	1		60	53		-7			
Ammunition Closet	6.1	0	0		15	0		-15			
Weapons Cleaning	6.4	0	1		60	59		-1		NA	
Patrol Storage	6.2	0	1		25	0		-25		NA	
Juvenile Holding						50		50		NA	
Patrol Facilities Total:					616 sf		726	110	110		
Department Administration											
Work Area					0	90		90			
Files/Archives	6.3	0	1		40	159		119			
Chief's Secretary	1.4	1	1		120	384		263			
Chief's Office	1.6	1	1		210	250		40		NA	
Lieutenant's Office	1.5	1	1		175	219		44		NA	
Lieutenant's Office Operattic	1.4	1	1		150	191		41		NA	
Operations Conferenece Room					0	0		0			
Admin Sergeant Office					0	0		0			
Conference Room	3.1	14	1		280	317		37		NA	
Auxiliary Office (Future Expansion)						164		164		164	
Department Administration Total:					975 sf		1684	708	708		
Investigative Division											
Detectives Work Space	2.4	4	1		400	648		248			
Interview Rooms	5.1	4	2		200	166		-34			
Storage Closet	6.2	0	1		15	0		-15			
Observation Room	6.4	2	1		60	41		-19			
Equipment Storage						0		0			
Detective Sergeant Office						0		0			



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					Actual	Total	Delta	Net	Pos	
Investigative Division Total:					675 sf		855	180	180	
SRO/Community Relations Officers										
Work Space	2.2	3	1	225		104		-121		
Storage	6.1	0	1	15		0		-15		
SRO Division Total:					240 sf		152	-136	-136	
Evidence and Property										
Evidence Receiving	6.7	0	1	120		89		-31		
Evidence Processing	6.6	0	1	100		121		21		NA
Evidence Storage	13.6	0	1	150		266		116		NA
Weapons Room	6.3	0	1	40		0		-40		
Drug Storage	6.1	0	1	15		0		-15		
Refrigerated Storage				0		0		0		
Found Property	14.1	0	1	300		0		-300		
Found Property (large items)	14.1	0	1	200		227		27		NA
Evidence and Property Total:					925 sf		703	-222	-222	
Traffic Unit										
Officers' Work Space	2.3	3	1	270		237		-33		
Supply Storage	6.2	0	1	25		0		-25		
Traffic Unit Total:					295 sf		261	-58		
Staff Facilities										
Male Locker Room	8.3	52	1	780		880		100		100
Male Toilets	7.6	0	1	280		0		-280		
Male Showers	9.1	2	1	60		0		-60		
FD Male Locker Room	8.1	30	1	300		0		-300		
Female Locker Room	8.3	24	1	360		397		37		
Female Toilets	7.3	0	1	160		0		-160		
Female Showers	9.1	1	1	30		0		-30		
FD Female Locker Room	8.1	24	1	240		0		-240		
Break Room	3.2	8	1	200		165		-35		NA
Fitness Center	6.5	12	1	960		1016		56		
Miscellaneous Toilets	7.4	0	2	400		224		-176		
Staff Facilities Total:					3770 sf		2682	-1088	-1088	



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					Actual	Total	Delta	Net	Pos	
Program					Police	Fire				
Sally Port										
Sally Port Garage Bay	11.5	0	2	840	852			12		
Vehicle Supply Storage	6.2	0	1	25	67			42		
Sally Port Total:				865 sf				54	54	
Prisoner Processing										
Processing Area	11.3	0	1	300	393			93		NA
Booking					209			209		NA
Holding Enclosure	10.3	6	1	90	69			-21		
Intox/Fingerprint	5.2	2	1	60	76			16		
Prisoner Toilet/shower	7.9	0	1	70	49			-21		
Custodial	6.2	0	1	25	9			-16		
Linens/Blanket Storage	6.1	0	1	15	9			-6		
Interview Room	5.1	4	1	100	76			-24		
Prisoner Booth					35			0		
Bail Booth					37			0		
Adult Prisoner Processing Total:				660 sf				230	230	
Detention										
Male Cells	10.1	1	4	540	357			-183		
Female Cells	10.1	1	2	270	224			-46		
Juvenile Cell	10.1	1	1	135	139			4		
Decontamination					49			49		
Adult Detention Total:				945 sf				-176	-176	
IT Systems Development										
Technicians' Work Space	1.2	1	1	120	110			-10		
I T Storage	6.4	1	1	60	46			-14		-14
Electric RM	6.1	0	1	15	28			13		13
System Development Total:				195 sf				-11	-11	
Facility Maintenance										
Supply Storage	6.3	0	1	40	29			-11		
Custodial Closets	6.2	0	2	50	119			69		NA
Facility Maintenance Total:				90 sf				58	58	



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					Actual	Police	Fire	Delta	Net	Pos
General Storage										
General Storage Room	13.7	0	1	150	113			-37		-37
Quartermaster Storage	6.6	0	1	100	67			-33		
Bulk Storage	6.5	0	1	80	0			-80		
General Storage Total:				330 sf				180		
Vertical Circulation										
Stairs		0	1	200	1296			0		NA
Elevator		0	1	100	240			0		NA
Elevator Machine Room		0	1	40	66			0		NA
Vertical Circulation Total:				340 sf				1602		
Building Services										
Boiler Room		0	1	400	328			-72		
Sprinkler Equipment	6.4	0	1	60	0			-60		
Electrical Equipment	6.7	0	1	120	134			14		NA
Emergency Electrical equipr	6.3	0	1	40	54			14		
IDF Room					43			43		
Air Handling Equipment		0	1	400	0			-400		
Building Services Total:				1020 sf				559	-461	-461
Animal Control										
Officer's Workspace	1.1	1	1	100	100			0		0
Equipment Storage	6.2	0	1	25	19			-6		
Animal Control Total:				125 sf				119	-6	-6
Archive / Storage, Basement										
										570
Net to Gross Adjustment										
Total Program -Actual										-750
Possible expansion area										233
Total Net Area				16,856 sf				17,075		
Net to Gross Adjustment(Net Area x 0.35)				5,900 sf				4,513		
GROSS AREA										
				22,756 sf	Actual			21,588		
					Renovation			1,572		
					New Construct			20,016		