



REDSTONE ARCHITECTS INC.

Specialists in Law Enforcement, Justice, and Public Safety Architecture

ESTABLISHED 1937

Facility Study for Novi Police Department

Novi, Michigan

December 6, 2022





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SECTION 1

**FACILITY STUDY REPORT:
INTRODUCTION
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SUMMARY**



FACILITY STUDY REPORT

INTRODUCTION:

The Novi Police Department Headquarters Building is located on the Novi Civic Center Campus. Originally built in 1980, the building was expanded to include holding cells, a large training room as maintenance bays. In total, the current facility contains approximately 38,000 square feet.

When originally designed, the issues of secure, operational police areas, and proper separations between the public and police staff were not identified or prioritized as required design issues. A 2013 study recommended relatively minor renovations and upgrades, but no action was taken. Not only has the Department almost doubled in size since 2013, the Department now houses a number of outside agencies within its investigation's department.

In 2021 the Department identified a number of space and operational deficiencies and requested a review of the existing building for possible renovation and/or expansion that might address the Department's concerns.

PROCESS:

Redstone Architects was engaged by the City of Novi in the Spring of 2022 to identify current and future space needs as well as developing concepts proposing how the building might be renovated to accommodate those needs. The goals of the study were:

- Provide sufficient space for all departments to operate in a safe and professional environment.
- Create a functional and efficient building update that would build partnerships with the different departments and staff.
- Address security issues by creating well defined, separate zones for Officers, Staff and the Public.

Throughout the process members of the City's team included:

- Robert Petty, Chief Information Officer
- Scott Baetens, Assistant Police Chief
- Eric Zinser, Director of Public Safety / Chief of Police
- Victor Cardenas, Assistant City Manager
- Peter Auger, City Manager

Redstone was directed to begin with a 'blank slate' in developing its study.

ASSESS SPACE NEEDS FOR SPECIFIC DEPARTMENTS

In order to confirm the need for additional operational spaces, initial interviews with members of the Department were held on March 30, 2022. Some of the immediate space issues identified by the department included:

- The need for increased need for space in Investigations and Patrol functions including a controlled interview suite for witnesses and suspects
- Increased Investigation space needs for special Task Force Operations
- Increased need for Public Safety Administrative Offices
- Improved Security throughout the Building
- Increased interaction between the various departments within the Police Department
- Providing spaces for the mental and physical wellness for members of the Department. Within the police operational area, there is no place to go to decompress (quiet room) or for a nursing staff member to go for lactation.
- Providing for public interaction with the department in the Public Lobby area. Currently, in the Public Lobby there are no report writing rooms outside of the police operational area, nor is there a video-arraignment attorney room off of the lobby.

SECURITY ISSUES

In addition to insufficient operational spaces there are a number of security issues within the building and the with the site itself.

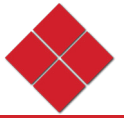
- The Exercise Room is located on the second floor of the facility, adjacent to the Detective Bureau, and can be accessed by other city employees through the Training Room entrance. A single door on the second floor separates the Exercise Room from Police Department operations.
- Visitors to the Fire Inspector walk down the long, second floor hallway and enter a door that is also the access to the Detective Bureau. These visitors may or may not be escorted.
- Visitors to Investigations, Records, and Administration are given badges to access departments on the 2nd floor, either through the only stair to the 2nd floor that is accessible (through a secure door) from the public lobby or the elevator.
- Site: There is only one means of egress into the Police Department Parking lot- from 10 Mile Road. Should this drive become blocked, the department would be partially immobilized.
- Detectives interviewing a suspect (non-arrestee) and taking them into custody must walk that arrestee through the operational area of the department to the holding area.

DESIGN OPTIONS:

Our initial assessment of Investigations and Uniform Services (Patrol) confirmed that both departments were lacking in space as shown on the summary page of our Space Needs Assessment.

Specifically, the Detective Bureau occupies approximately 3,300sf, but needs over 5,000sf of space based on our interviews. There is currently no controlled interview suite for witnesses or suspects.

Similarly, Patrol currently occupies approximately 1,600sf of space but requires about 2,900sf including grossing factors for circulation.



EXISTING BUILDING RENOVATION

Redstone initially developed options to address the need for additional space and security, including;

- Adding a addition to the front of the building increase the Public Lobby and locate a communicating stair and elevator to get the public to the 2nd floor; relocate the Exercise Room, and expand first floor Patrol Operations.
- Adding a 2nd floor above the Training Room.
- Adding space above the 1st floor addition to accommodate a controlled interview suite;
- Incorporating the long hallway on the upper level for use by Investigations to provide more useable space for the Department.
- Relocating certain functions to provide more security.

At the request of the City, Redstone also engaged its structural engineer to look at the feasibility of adding a 2nd floor above the Training Room. The engineer determined that this option was not feasible. Concepts were then presented and discussed on June 1, 2022 and then modified based on Departmental and City comments.

The concept was updated and discussed again on August 15, 2022. The concensus among both the City Administration and Police Department Team Members was that trying to renovate within the existing structure was not a viable option.

Redstone was requested to develop another option – adding an addtion to the north

BUILDING ADDITION TO THE NORTH

At the Team meeting in August the City requested that a new addition to the north housing locker rooms, a second training room, a city-accessible exercise and training room be explored. Redstone prepared a site concept showing an addition to the north dated August 25, 2022, followed by new layouts for the existing building.

This new concept would free up existing space on the first floor to permit patrol operations to expand into the vacated locker rooms, giving it the space it needs without totally disrupting operations. It would also provide for a locker room and kitchen for Dispatch Operations.- not a part of the original study.

The new, north addition is approximately 9,450sf, and has public access from a new north parking area.

Police gain a second mean of egress from the secure police parking area, reducing the opportunity of completely blocking the current, sole access to the secure parking lot.

In addition to the north addition, the public lobby and access to the 2nd floor by the public would add approximately 2,000sf to the west side of the building.

Within the existing building, much of the 2nd floor investigations area will be renovated. On the 1st floor Patrol operations will be completed reorganized; the vacated locker rooms will become patrol operations and SRT Ready Rooms spaces; duty bags lockers, Patrol Lieutenants, and report writing carrels will be on the main access corridor, and lockers will be provided for the dispatch personnel. A small addition on the west side will provide for an expanded public entry and lobby that will provide stair and elevator access to the 2nd floor without entering a secure, operational area; report writing rooms, and a video arraignment viewing room.

Drawings are attached which show the existing floor plans and the proposed concept plans including the north addition.

The concept was sent to the City in Early October 2022. Comments back from the City and the Police Department were favorable. The Department and City felt that the new concept would be the most operationally efficient and a secure option for the Police Department. It was also thought that the addition would be less disruptive and less costly, and asked that Redstone provide a cost projection for this concept.

PROJECT COST PROJECTION:

Our Cost Consultant, O'Brien Construction Company, has walked the existing building and developed a high-level construction cost projection based on the North Addition concept. Included in the projection are allowances for updating or replacing existing mechanical, electrical and IT support systems, as well as site civil improvements.

As shown in the estimate, O'Brien projects a project budget of approximately \$7,000,000, of which \$4,000,000 would be for the new addition and approximately \$3,000,000 would be for renovations required in the existing building.

SUMMARY:

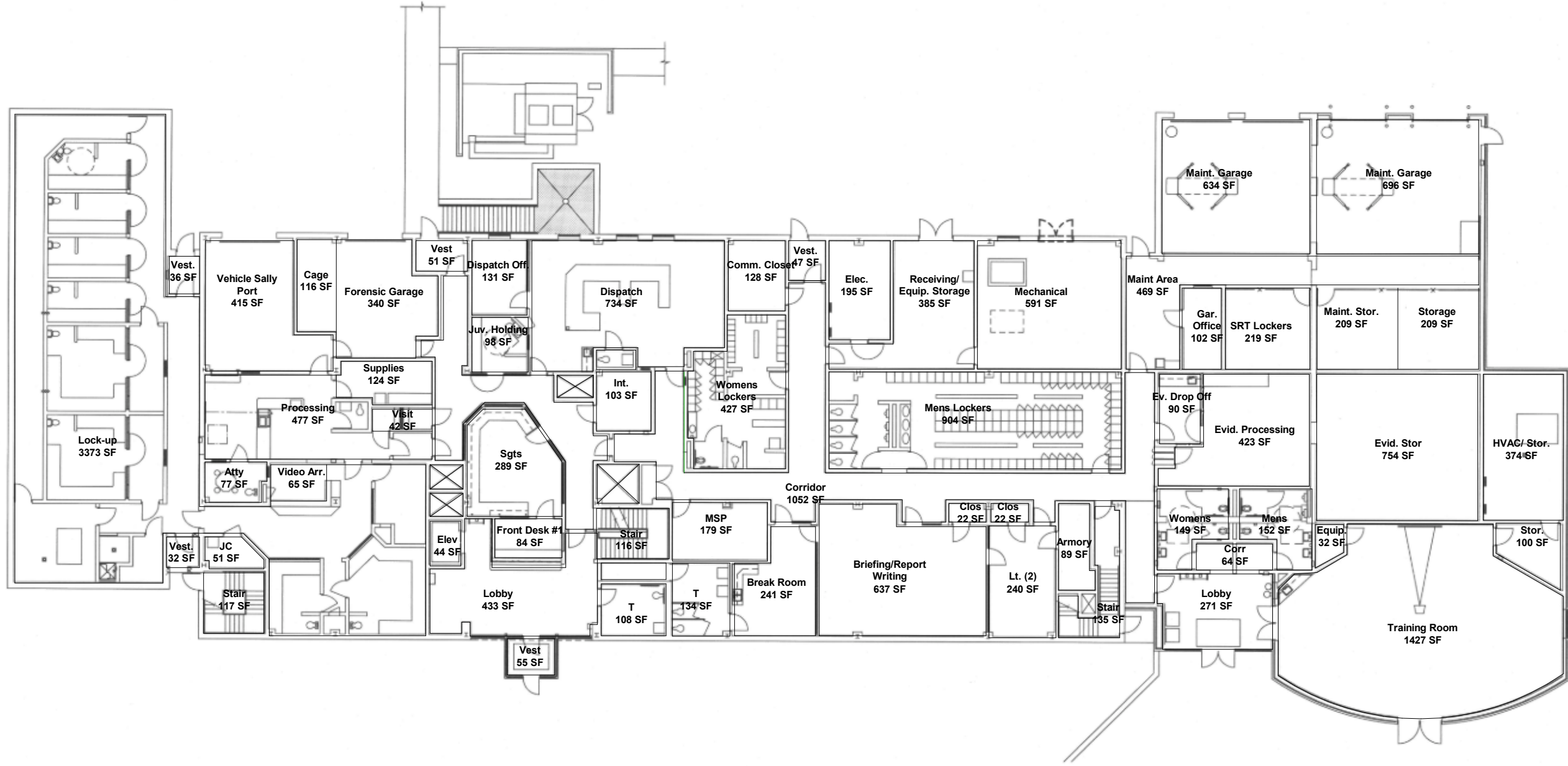
The proposed north addition will provide the Novi Police Department with the ability to address its operational issues in the coming years while continuing to utilize the existing building. The existing structure, which is now over 40 years old, will continue to age requiring that building components and its existing systems will continue to be serviced or replaced in coming years.



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SECTION 2

**APPENDIX:
EXISTING MAIN LEVEL
EXISTING UPPER LEVEL**



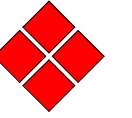
EXISTING MAIN LEVEL FLOOR PLAN

Scale: 1" = 20'-0"

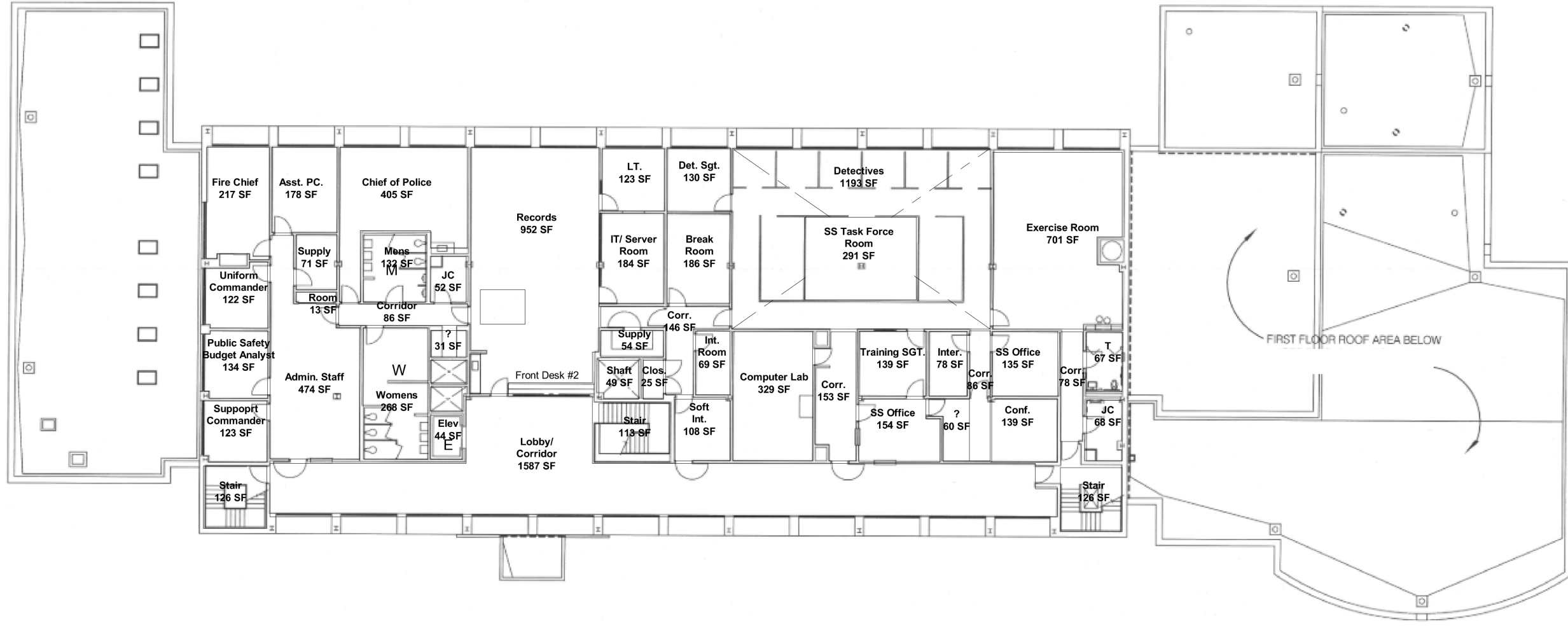
Preliminary Design Concepts

June 1, 2022

City of Novi
Public Safety Building Renovation Study



Redstone Architects, Inc.
Law Enforcement - Justice - Public Safety - Municipal

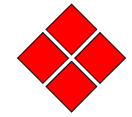


EXISTING UPPER LEVEL FLOOR PLAN

Preliminary Design Concepts

City of Novi
Public Safety Building Renovation Study

June 1, 2022



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SECTION 3

APPENDIX: SPACE NEEDS ASSESSMENT

Department or Space Type	Current Staff	Future Staff	Req'd Sq. Ft.	Existing Sq. Ft.
1. Public Areas	0	0	4,724	3,150
2. Staff Common Areas	0	0	8,685	4,237
3. Police Administration	6	6	2,168	2,691
4. Records	4	5	1,113	1,155
5. Detective Bureau (Plus Task Force members- 16)	18	18	4,898	3,320
6. Uniform Operations - Including Cadets	50	50	2,644	1,632
7. Holding - Not part of Study	0	0	0	0
8. Property- Not part of Study	0	0	0	0
9. Miscellaneous Building Spaces- Not part of Study	0	0	0	0
10. Building Support Areas	0	0	0	0
Total	78	79		
Subtotal			24,233	16,184
15% Gross-Up Factor (Common circulation, structure, shafts, etc.) (Use additional 5% Gross-Up Factor for Renovation)			3635	2428
Total Main Building Area			27868	18612

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference Pg #			
1. Public Areas INCLUDING NORTH ADDITION									
Public Vestibule & Lobby	Lobby 1st			1	528		528	433	*Lobby open for 24/7 See Report Writing Below included in lobby area
	lobby 2nd							1587	
	Vestibule			1	152		152	0	
	Waiting Area						0	0	
	Man Trap X-Ray Unit (Built into Vestibule)						0	0	
	Open Stair						0	0	
	Report Writing Counter						0	0	
	Equipment:						0	0	
	Floor Mat						0	0	
	Intercom / Buzzer						0	0	
	After Hrs. 911 Phone						0	0	
	Chairs						0	0	
	Display area/ bulletins			0	200		0	0	
	Brochure Rack						0	0	
Drinking Fountain						0	0		
Overhead Monitors						0	0		
	Subtotal:						680	2,020	
Public Report Writing Room(s)	Report Writing Room			2	100		200	0	Public Side Room only; large enough to watch video *Front Desk
	Locate Room(s) on secure side			1	100		100	0	
	Built-in Table and Chairs						0	0	
	Live Scan in One			1	25		25	0	
	Subtotal:						325	0	
Video Arraignment Attorney Room	Seating			1	100		100	0	*Public Lobby *Front Desk
	TV						0	0	
							0	0	
							0	0	
	Subtotal:						100	0	
Public Toilet(s)	1st Floor Unisex Toilet			1	66		66	108	MAIN FLOOR LOBBY
	2nd Floor Men's & Women's						0	0	
		Subtotal:					66	108	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference Pg #			
NORTH ADDITION PUBLIC TOILETS	1st Floor Unisex Toilet 2nd Floor Men's & Women's			2	220		440	108	MAIN FLOOR LOBBY
	Subtotal:						440	108	
Front Desk	<u>Public Counter:</u> Linear ft. Public Counter ADA Counter Position for staff counter Public waiting/queuing space Position alcove - Police Communications Center (back-up) <u>Equipment:</u> Desk Shared printer/copier Cash Drawers Computers Security Monitors						88	84	MAIN FLOOR PD DESK; 2ND FLOOR RECORDS COUNTER
	Subtotal:						88	84	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference Pg #			
Communicating Stair-PUBLIC	Stairwell						336	217	CONNECT PUBLIC LOBBY ON BOTH FLOORS
	Subtotal:						336	217	
NEW PUBLIC TRAINING ROOM- NORTH ADDITION CONCEPT ONLY	Briefing Room 70-100			1	1,800		1,800	0	
	Counter surface w/ cabinets						0	0	
	Tables						0	0	
	Chairs						0	0	
	Desk/Lectern						0	0	
	Subtotal:						1,800	0	
Elevator (2 floors)	Elevator						102	88	
	Subtotal:						102	88	
Net Area							3,937	2,625	
20% Internal Circulation Factor							787	525	
Subtotal: Public Areas		0	0				4,724	3,150	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
2. Staff Common Areas									
Staff Vestibule & Lobby	Vestibule			1	80		80	98	CURRENTLY 3 STAFF ENTRY DOORS NEED TO CREATE MAIN STAFF ENTRY
	Lobby			2	100		200	0	
	Mud Room						0	0	
	Staff Elevator						0	0	
	Open Stair						0	0	
	Display Area						0	0	
	Mailbox						0	0	
	Drinking Fountain						0	0	
	Floor Mat						0	0	
	Prox. Access Control						0	0	
	Subtotal:						280	98	
Lunch Room / Hub	Lunch/Hub			1	375		375	241	THE DEPARTMENT NEEDS TO HAVE ONE SHARED BREAK AREA Current area is off of Patrol
	<u>Kitchenette:</u>								
	Refrigerator						0	0	
	Counter w/ sink						0	0	
	TV/Monitor						0	0	
	Vending Machines						0	0	
	Subtotal:						375	241	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
2ND FLOOR COFFEE NOOK				1	40		40	186	2nd floor break area
	Subtotal:						0	0	
Staff Toilets	Unisex			2	77		154	480	2nd floor near Admin
	Subtotal:						0	0	- One set per floor
Quiet Room	Quiet Room			2	100		200	0	two beds requested.
	Chair						0	0	Decompression room a better
	Sofa						0	0	idea
	Coffee Table						0	0	
	Subtotal:						200	0	
Exercise Room	Exercise Room			1	1,000		1,000	701	LOCATE IN NEW ADDITION
	Universal Gym						0	0	SECURE SEPARATION FROM PD
	Secure Storage						0	0	ACTIVITIES
	Athletic Flooring						0	0	
	Exercise Equipment						0	0	
	Exercise machines						0	0	
	Treadmills						0	0	
	Free weights						0	0	
	Subtotal:						1,000	701	
Defensive Tactics Room	Defensive Tactics						0	0	AT RANGE; NOT NEEDED
	Athletic Flooring						0	0	
	Storage Room						0	0	
	Wall Mounted Pads						0	0	
	Subtotal:						0	0	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Individual Shower / Changing Rooms	Toilets w/ ADA			6	72		432	0	LOCKER ROOMS IN ADDITION *Exercise Room
	Urinals						0	0	
	Lavatories						0	0	
	Showers						0	0	
	Subtotal:						432	0	
LOCKER ROOMS; MOVE TO NORTH ADDITION; APPROXIMATE; SF ALLOCATION ONLY	Locker Room						4,200	1,553	NEW LOCKER ROOMS IN ADDITION *Exercise Room
	12x24x72 Lockers						0	0	
	24x24x72								
	VISITOR/CITY	6					0	0	
	36x24x72 WOMENS	90					0	0	
	36x24x72 MENS	30					0	0	
	Toilets w/ ADA						0	0	
	Urinals						0	0	
	Lavatories						0	0	
	Showers						0	0	
	Battery Chargers						0	0	
	Bunk Room(s)						0	0	
	Separate Gear Bags						0	0	
Subtotal:						4,200	1,553		
Net Area						6,681	3,259		
30% Internal Circulation Factor						2004	978		
Subtotal: Staff Common Areas		0	0			8,685	4,237		

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
3. Police Administration									
Public Safety Director/Chief of Police	Private Office	1	1	1	275	3.02	404	405	*Executive Secretary
	Sm. Conf. Table						0	0	*Admin. Conference Room
	Conf. Table Chairs						0	0	
	Guest Chairs						0	0	
	Four-Shelf Bookcase						0	0	
	Two-Drawer File						0	0	
	Cabinet						0	0	
	Coffee Bar closet						0	0	
	Subtotal:						0	405	
COMMANDER (2) ONE IN PATROL	Private Office	1	1	1	225	3.03	120	122	*Chief of Police
	Sm. Conf. Table						0	0	
	Conf. Table Chairs						0	0	
	Guest Chairs						0	0	
	Four-Shelf Bookcase						0	0	
	Two-Drawer File						0	0	
	Cabinet						0	0	
	Desk w/ credenza						0	0	
	Subtotal:						120	122	
Assistant Police Chief	Private Office	1	1	1	225	3.03	179	178	*Chief of Police
	Sm. Conf. Table						0	0	
	Conf. Table Chairs						0	0	
	Guest Chairs						0	0	
	Four-Shelf Bookcase						0	0	
	Two-Drawer File						0	0	
	Cabinet						0	0	
	Desk w/ credenza						0	0	
	Subtotal:						179	178	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Fire Chief	Private Office	1	1	1	225	3.03	228	217	*Chief of Police
	Sm. Conf. Table						0	0	
	Conf. Table Chairs						0	0	
	Guest Chairs						0	0	
	Four-Shelf Bookcase						0	0	
	Two-Drawer File						0	0	
	Cabinet						0	0	
	Desk w/ credenza						0	0	
	Subtotal:						228	217	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Administrative Assistant Area	Private Office	1	1	1	64		593	474	*File Room included in this space *Chief of Police *Admin. Conference Room *Waiting Area/Entry Note: Personnel files located in office.
	Open Office						0	0	
	Guest Chairs						0	0	
	Four-shelf bookcase						0	0	
	Two-drawer file						0	0	
	Desk w/ Credenza						0	0	
	Subtotal:						593	474	
BUDGET ANALYST	Private Office		1	1	133		133	134	located in Admin
	Guest Chairs						0	0	
	Four-Shelf bookcase						0	0	
	Two-drawer file						0	0	
	Desk w/ credenza						0	0	
	Subtotal:						133	134	
File Room	File Room			1	80		80	0	*Executive Secretary
	File Cabinets						0	0	
	Lateral						0	0	
	Vertical						0	0	
	Worktop						0	0	
	Subtotal:						80	0	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Work Room	Work Room			1	80		80	0	In Admin Staff area
	Open shelving						0	0	
	Floor Cabinet						0	0	
	Wall Cabinet						0	0	
	<u>Equipment:</u>								
	Copier						0	0	
	Scanner						0	0	
	Fax						0	0	
	Shared Printer						0	0	
	Subtotal:						80	0	
Conference Rm.	Conference Room			1	277	5.02B	277	0	*Waiting Area/Entry
	Seating (8-10)					similar	0	0	*Chief of Police
	conference Table						0	0	*Executive Secretary
	Credenza						0	0	*Unisex Toilet
	Flat Screen						0	0	
	White Board						0	0	
	Coffee Station w/ sink						0	0	
	Storage Closet						0	0	
	Subtotal:						277	0	
	Waiting Area / Entry	Waiting Area			1	50		265	0
Guest chairs							0	0	
Coffee table							0	0	
Subtotal:						265	0		
Coat closet	Closet			1	35		35	0	*Waiting Area/Entry
	Subtotal:						35	0	
Supply Closet	Closet			1	67		67	0	*Waiting Area/Entry
	Subtotal:						67	0	
Janitor Closet	Closet			1	35		41	50	*Waiting Area/Entry
	Subtotal:						41	50	
Unisex Toilet	Visitor Toilet (ADA accessible)			1	56		70	0	*Waiting Area/Entry
	Staff Toilet (ADA accessible)						0	490	*Admin. Conference Room
	Subtotal:						70	490	
Net Area							2,168	2,070	1454
30% Internal Circulation Factor							0	621	included in proposed plan
Subtotal: Police Administration		6	6				2,168	2,691	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
4. Records									
ADMIN. LT.	Private Office Desk w/ credenza Guest Chairs File Cabinets Equipment: Computer			1	180		180	123	*Records Clerk
	Subtotal:						0	123	
Records Counter	Public Counter Linear feet five ft. Position 2 Bullet Resistant Public Equipment: Computers Shared Cash safe			2	40		80	80	*Public Lobby *Records Clerks TWO WINDOWS; ONE ADA
	Subtotal:						80	80	
Records Clerks	workstations File Equipment: Computer Printer	4	5	5	64		320	952	*Public Lobby
	Subtotal:						320	952	
Fingerprinting Area	Area Alcove: Desk & Wall Cabinets For ink Prints On secure side of Public Lobby						56	0	reconfigure space at door to lobby; create man-trap with glass
	Subtotal:						56	0	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
System Administrator (IT Officer)	Private Office			1	72		72	incl	included in Clerks area
	Guest Chairs						0	0	
	Two-drawer file cabinet						0	0	
	Desk w/ credenza						0	0	
	Work counter surface (for repairs)						0	0	
	Software storage						0	0	
	Equipment: Computer						0	0	
	Subtotal:						72	0	
Work Area	Work Room			1	100		100	0	included in Clerks area
	Open Space						0	0	
	Equipment: Multifunction Printer						0	0	
	Special Equipment Shredder						0	0	
	Subtotal:						100	0	
Office Supply Room	Supply Closet			1	100		100	0	included in clerks area
	Open Area						0	0	
Subtotal:							100	0	
Active Files	Open Area			1	200		200	0	*Records Clerks two- high density units- 6' wide; currently about 12 4-drawers included in clerks area
	Space Saver Storage System						0	0	
	File Cabinets						0	0	
	Fingerprint Cards						0	0	
	Gun Registration						0	0	
	Accident Reports						0	0	
	Warrants & add paperwork						0	0	
	Misc. Files						0	0	
Subtotal:							200	0	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Archives (Records Vault)	Archives Room			0	0		0	0	in basement
	File Cabinets						0	0	
	<u>Storage System:</u>						0	0	
	Manual						0	0	
	Electric						0	0	
	Subtotal:						0	0	
Net Area							856	1,155	
30% Internal Circulation Factor							257	included	
Subtotal: Records		4	5				1,113	1,155	

Space	Description	Staff		Space Needs		Net Req'd Sq. Ft.	Existing Sq. Ft.	Comments
		Current	Planned	Qty	Size			
5. Detective Bureau								
Detective Sergeant	Private Office	1	1	1	131		131	
	Guest chairs						0	0
	Two-drawer file cabinet						0	0
	Desk w/ credenza						0	0
	<u>Equipment:</u> Computer						0	0
	Subtotal:						0	130
Victim Advocate	Private Office	1	1				0	0
	Guest Chairs						0	0
	Two-drawer file cabinet						0	0
	Desk w/ credenza						0	0
	<u>Equipment:</u> Computer						0	0
	Subtotal:						0	0
Detectives	Workstation	8	6	6	8	64	512	1,193
	Hoteling Workstation				4	48	192	0
	Task Force/ SS work Area						0	291
	<u>Equipment:</u> Computer						0	0
	Printer						0	0
	Subtotal:						704	1,484
SGT. Training and Standards	Private Office	1	1	1	135		135	0
	Guest Chairs						0	0
	Four-Shelf bookcase						0	0
	Two-drawer file						0	0
	Desk w/ credenza						0	0
	Subtotal:						135	0

Space	Description	Staff		Space Needs			Net Req'd Sq. Ft.	Existing Sq. Ft.	Comments
		Current	Planned	Qty	Size	Reference Pg #			
School Resource Officers	Workstation	2	2	2	36		72	0	small carrels for summer
	<u>Equipment:</u>						0	0	
	Computer						0	0	
	Printer						0	0	
	Subtotal:						72	0	
Detectives Storage Room for DUTY BAGS	Storage Room			1	165		165	0	*Detectives
	CUBBIES						0	0	
	Subtotal:						165	0	
Juvenile Detective INCLUDED ABOVE	Workstation	1		0	0		0	0	included above
	Four-drawer file cabinet						0	0	
	<u>Equipment:</u>						0	0	
	Computer						0	0	
	Printer						0	0	
	Subtotal:						0	0	
EOC Manager	Private Office	1	1				115	0	
	Open shelving						0	0	
	Subtotal:						115	0	
Property Officer (Evidence)	Private Office	1	1				0	0	See Property
	Open shelving						0	0	
	Subtotal:						0	0	
Active Files AT DESKS	File Room						0	0	
	Four-drawer file cabinets						0	0	
	Subtotal:						0	0	
Archives	Archives Room						0	0	IN RECORDS
	Space Saver storage						0	0	
	Four-drawer file cabinet						0	0	
	Subtotal:						0	0	

Space	Description	Staff		Space Needs			Net Req'd Sq. Ft.	Existing Sq. Ft.	Comments
		Current	Planned	Qty	Size	Reference Pg #			
Conference Room/ TASK FORCE CASE ROOM	Conference Room			1	250		278	139	
	Coat Closet						0	0	
	Coffee Station						0	0	
	Storage Closet						0	0	
	Seating	10					0	0	
	Conference Table						0	0	
	Credenza						0	0	
	Flat Screen						0	0	
	White Board						0	0	
	<u>Equipment:</u>								
	Projector						0	0	
	Projection Screen						0	0	
	TV/DVD						0	0	
	Subtotal:						278	139	
Work Area	Work Area			1	80		80	0	included
	Floor Cabinets						0	0	
	Wall Cabinets						0	0	
	Coffee Station								
	<u>Equipment:</u>								
	Copier						0	0	
	Scanner						0	0	
	Fax						0	0	
Shared printer						0	0		
Subtotal:						80	0		
SONIC/DEA/ FBI /SEMFACT	Private Office	5	5	3	130	03.06	390	0	included above
	Guest Chairs						0	0	
	Four-Shelf bookcase						0	0	One future
	Two-drawer file						0	0	
	Desk w/ credenza						0	0	
	Subtotal:						390	0	

Space	Description	Staff		Space Needs			Net Req'd Sq. Ft.	Existing Sq. Ft.	Comments	
		Current	Planned	Qty	Size	Reference Pg #				
Secret Service Offices	Private Office			2	130	03.06	260	290	included above	
	Guest Chairs						0	0		
	Four-Shelf bookcase						0	0		
	Two-drawer file						0	0		
	Desk w/ credenza						0	0		
	Subtotal:						260	290		
TASK FORCE WORKSTATIONS	Room			16	64	04.04B	1,024	291		
	Work table						0	0		
	Work counter						0	0		
	Coat Closet						0	0		
	White Board						0	0		
	Subtotal:						1,024	291		
FORENSIC LAB- IT	Crime Lab Room						294	329		
	Work counter						0	0		
	Shelving storage						0	0		
	Subtotal:						294	329		
Interview Suite (s) ADDED										
Interview Rooms	Interview Room	1		1	100		100	78	Existing in DB	
	Interview Table						0	0		
	Interview Chairs						0	0		
	A/V Recording						0	0		
	Gun Lockers (located outside)						0	0		
	Sound-proof walls and ceiling						0	0		
		Subtotal:						100		78
Soft Interview Room	Interview Room	1		1	120		120	0	*Waiting area *DB Executive Secretary	
	Interview Table						0	0		
	Interview Chairs						0	0		
	Seat						0	0		
	Sofa						0	0		
	Coffee Table						0	0		
	TV						0	0		
	A/V Recording						0	0		
	Gun Lockers (located outside)						0	0		
	Sound proof walls and ceiling						0	0		
		Subtotal:						120		0

Space	Description	Staff		Space Needs			Net Req'd Sq. Ft.	Existing Sq. Ft.	Comments
		Current	Planned	Qty	Size	Reference Pg #			
Waiting Area	Waiting Area			1	80		80	0	
	chairs						0	0	
	Coffee Table						0	0	
	Subtotal:						80	0	
Visitor Toilet (Unisex)	Toilet (ADA Accessible)			1	66		66	0	
	Subtotal:						66	0	
Net Area							3,768	2,875	
30% Internal Circulation Factor-Planning- actual for existing							1130	445	
Subtotal: Detective Bureau		18	18				4,898	3,320	

measures at 3,344sf.

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
6. UNIFORM OPERATIONS									
Patrol Lieutenants A & B Shifts	Private Office Workstation File Cabinet Conference Area <u>Equipment:</u> Computer Printer Subtotal:	2	2	2	135		270 0 0 0 0 0 0	240 0 0 0 0 0	*Front Desk / Command Desk
Patrol Sergeants A	Road Patrol Area Workstations Work Area Shared Conference Table Subtotal:	4	4	1	305	3.08A	305 0 0 0	289 0 0	*Front Desk / Command Desk EXISTING SPACE
Patrol Sergeants B	Road Patrol Area Workstations Work Area Shared Conference Table Subtotal:	4	4	0	250	3.08A	0 0 0 0	see above 0 0	*Front Desk / Command Desk OPTION TO HAVE 4 IN ONE ROOM
Patrol Officers	Road Patrol Subtotal:	38	38				0	0	
Patrol Officers	Police Cadets Subtotal:	0	0				0	0	five Cadets not included

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Work Area / Office Supplies	Work Room						0	0	*Shift Lieutenant / Sergeant
	Office Supplies						0	0	Offices
	Secure Storage Closet						0	0	
	Floor Cabinets						0	0	
	Wall Cabinets						0	0	
	<u>Equipment:</u> Printer/Scanner/Fax/Copier						0	0	
	Subtotal:						0	0	
Mailboxes	Mailboxes			1	80		80	0	*Staff Lobby
	Boxes						0	0	*Briefing Room
	Work Counter						0	0	*Shift Lieutenant / Sergeant
	<u>Location:</u> Central Open area						0	0	Offices
	Secure Office area						0	0	
Subtotal:						80	0		
Briefing Room	Briefing Room	10		1	450	6.04B	450	637	*Staff Lobby
	Counter surface w/ cabinets						0	0	*Armory
	Tables						0	0	
	Chairs						0	0	
	Desk/Lectern						0	0	
	<u>Voice/Data/Power:</u> Perimeter Walls						0	0	
	Floor Mounted						0	0	
	<u>Equipment:</u> A/V Cabinet						0	0	
	Full Electronics						0	0	
	Monitor						0	0	
	Flat screen for CAD						0	0	
	session						0	0	
	White Board						0	0	
	Smart Board						0	0	
	Subtotal:						450	637	

Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
SWAT READY ROOM ADDED	BRIEFING	10		1	274		274		SWAT LOCKERS IN GARAGE AREA *Armory
	Counter surface w/ cabinets						0	0	
	Tables						0	0	
	Chairs						0	0	
	Desk/Lectern						0	0	
	Smart Board						0	0	
	Subtotal:						274	0	
Patrol Storage				1	350		350	0	
	Subtotal:						0	0	
Report Writing Room	Report writing room			4	35		140	in Briefing	*Staff Lobby
	Carrels						0	0	*Briefing Room
	Computer Terminals						0	0	*Shift Lieutenant / Sgt Offices
	Docking Stations						0	0	
	Shared Printer			1	24		24	0	
	Desk						0	0	
	Bookshelves						0	0	
Subtotal:						164	0		
Duty Gear Bags	Storage Room			1	135		135	0	*Briefing Room
							0	0	*Shift Lieutenant / Sgt Offices
							0	0	
							0	0	
	Subtotal:						135	0	
Armory SMALL (CURRENTLY A CLOSET)	Armory			1	176		176	89	*Shift Lieutenant / Sgt Offices
	Gun Cleaning Area (Ventilated)						0	0	GUN CLEANING AT GUN RANGE
	Work Bench w/ Lighting						0	0	
	Heavy Duty shelving units						0	0	
	Ammo Storage						0	0	
	Gun Racks () linear ft.						0	0	
	Extra weapons (guns and rifles)						0	0	
	Professional gun discharge box						0	0	
	Writing board						0	0	
	Alarm						0	0	
	Subtotal:						176	89	

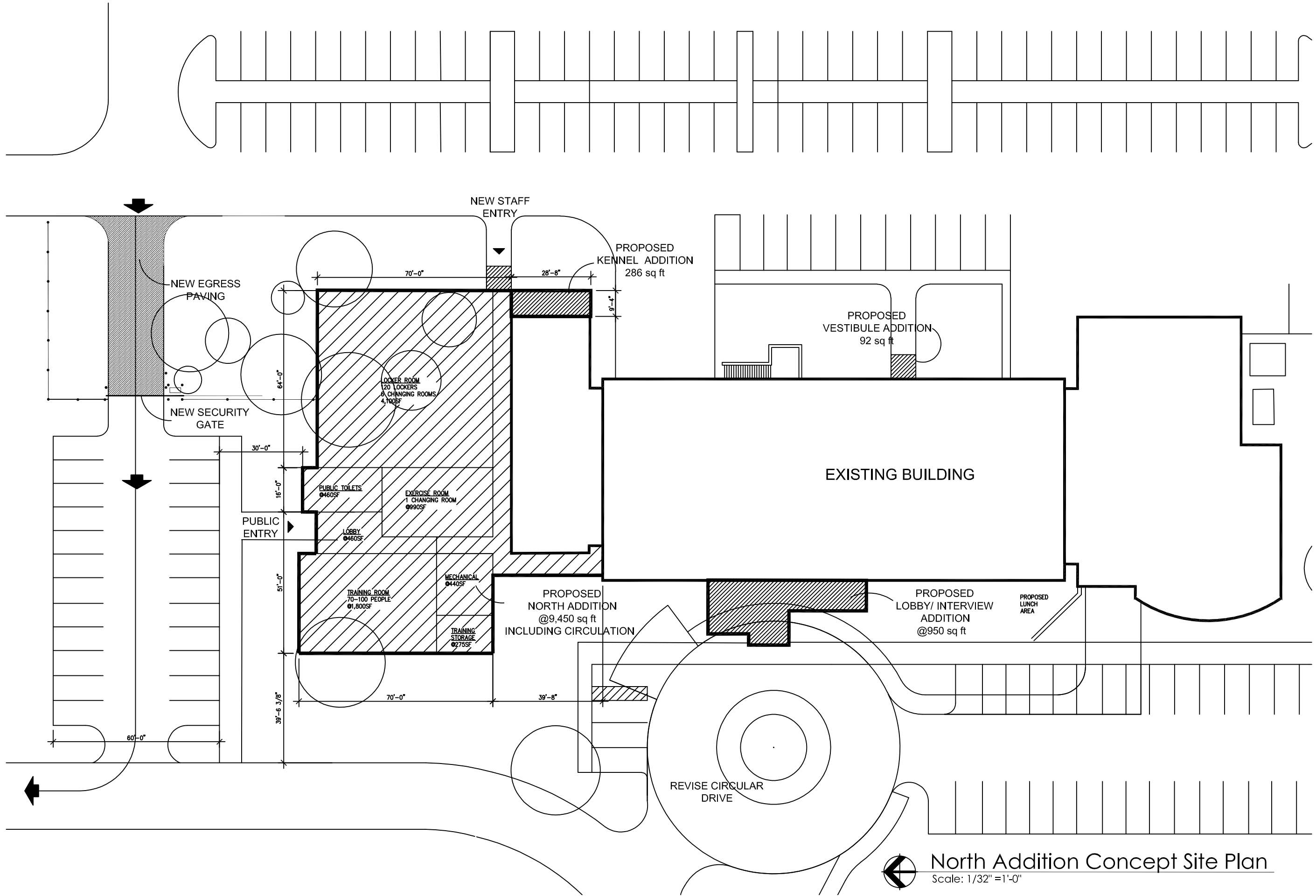
Space	Description	Staff		Space Needs			Req'd Net Sq. Ft.	Existing Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference pg #			
Traffic Officers	Workstations Conference Table w/ 4 Chairs <u>Equipment:</u> Computer Printer Subtotal:	2	2				0 0 0 0 0	0 0 0 0 0	*Traffic Lieutenants / Sergeants *Near Road Patrol
Uniform Storage	Storage Open Shleving Returned Uniforms Returned Equipment Subtotal:						0 0 0 0 0	0 0 0 0 0	
Traffic Storage	Storage Room Subtotal:						0 0	0 0	CURRENTLY IN GARAGE
Motorcycle Storage	Storage Space Subtotal:						0 0	0 0	IN GARAGE
Officer Bicycles	Bike Storage Subtotal:						0 0	0 0	CURRENTLY IN GARAGE
Kennel TWO DOGS	Kennel Dog Cages Air-conditioned space Subtotal:			1	100		100 0 0 100	0 0 0 0	*Near Sally Port ADDED AT STAFF ENTRY
Net Area							2,034	1,255	
30% Internal Circulation Factor							610	377	
Subtotal: Road Patrol		50	50				2,644	1,632	



Redstone Architects Inc.

SECTION 4

**APPENDIX:
PROPOSED SITE PLAN
PROPOSED MAIN LEVEL
PROPOSED UPPER LEVEL**



North Addition Concept Site Plan
Scale: 1/32" = 1'-0"

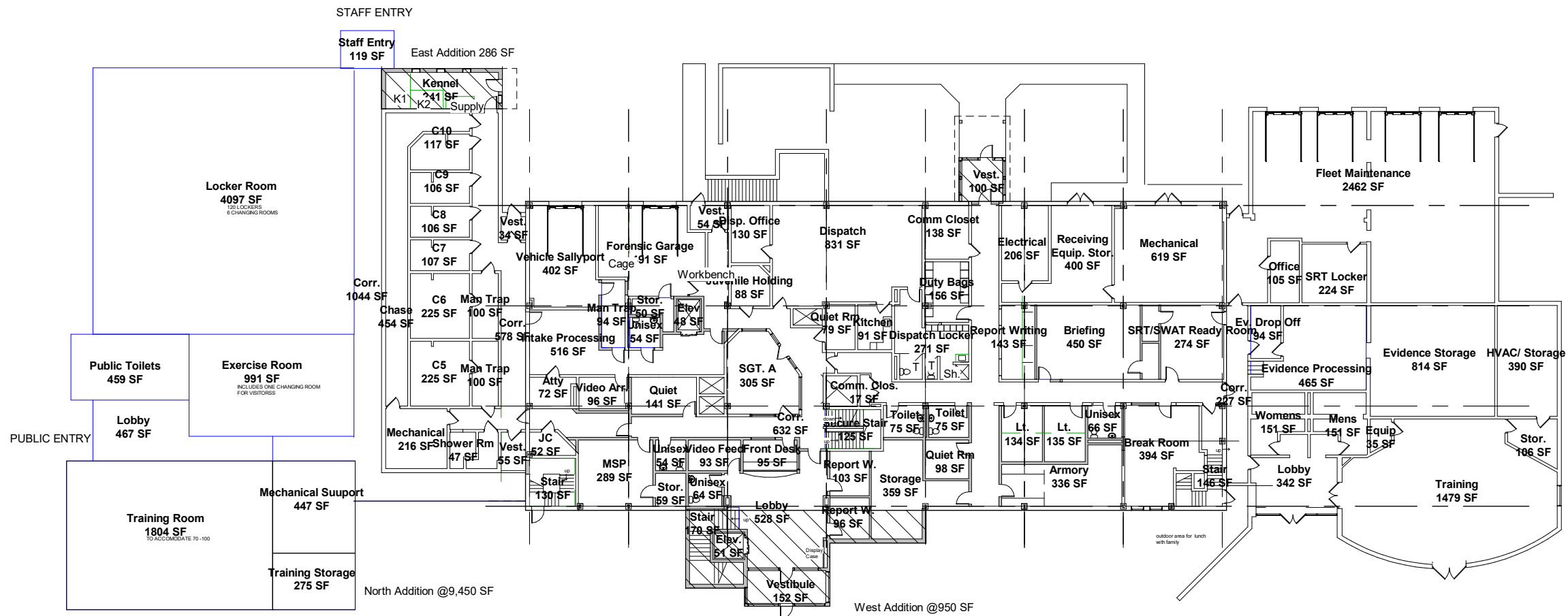
North Addition Building Concept Plan

City of Novi
Public Safety Building Renovation Study



Redstone Architects, Inc.
Law Enforcement - Justice - Public Safety - Municipal

August 25, 2022

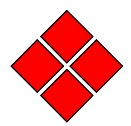



Main Level Concept Plan
 Scale: 1" = 30'-0"

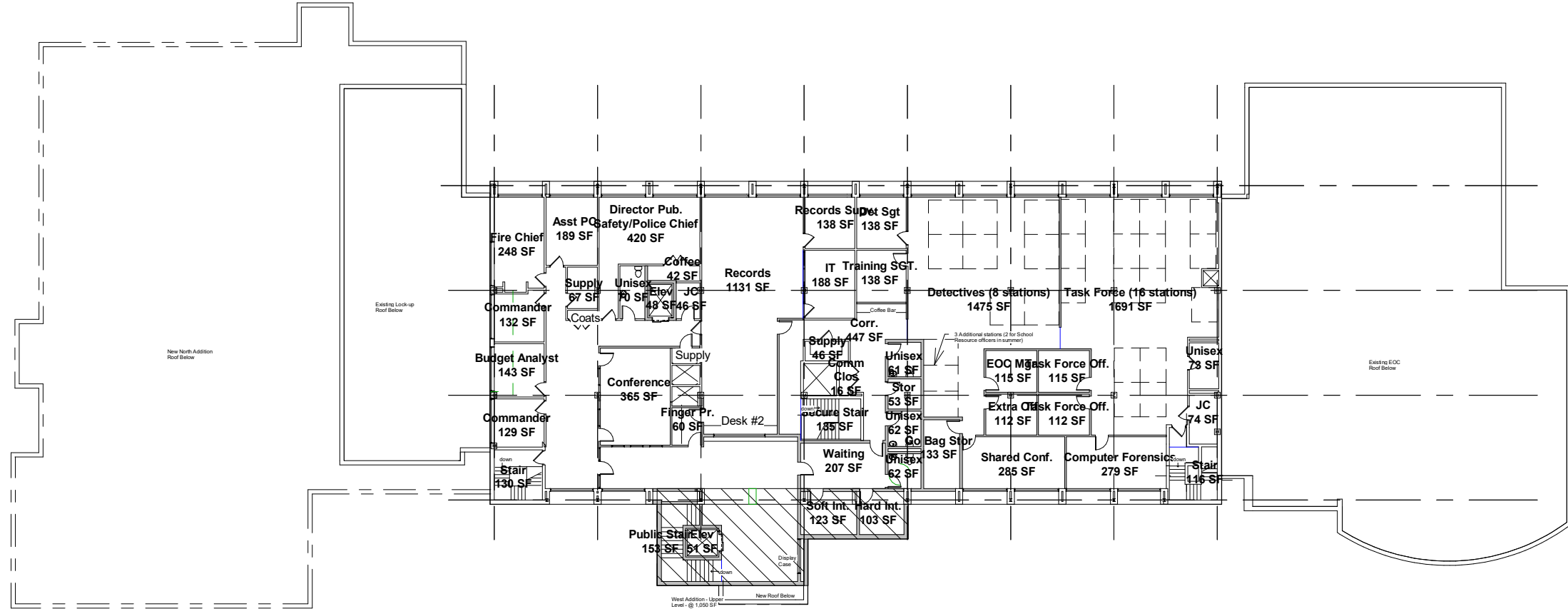
October 3, 2022

Updated Building Concept Plan

City of Novi
 Public Safety Building Renovation Study



Redstone Architects, Inc.
 Law Enforcement - Justice - Public Safety - Municipal

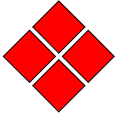


Upper Level Concept Plan
Scale: 1" = 30'-0"

Updated Building Concept Plan

October 3, 2022

City of Novi
Public Safety Building Renovation Study



Redstone Architects, Inc.
Law Enforcement - Justice - Public Safety - Municipal



Redstone Architects Inc.

SECTION 5

APPENDIX: COST ESTIMATE



Quote: 1060 / Date: 12/5/2022
Project Number: PC-22013

O'Brien Construction Company, Inc
966 Livernois
Troy, MI
48083, US
(248) 334-2470

Prepared By:
Mike Brown
(248) 334-2470
mbrown@obrienc.com

Project: Novi Police Station Addition & Renovation Conceptual Budget

Scope of Work

02 - Demolition

	Total Cost
02-410 Selective Demolition - Renovation - 1st Floor	\$ 42,400.00
02-410 Selective Demolition - Renovation - 2nd Floor	\$ 42,000.00
02-410 Selective Demolition - Elevator Demo	\$ 35,000.00
	\$ 119,400.00

03 - Concrete

	Total Cost
03-300 Concrete Foundations - Addition	\$ 120,000.00
03-310 Concrete Slabs - Addition	\$ 85,000.00
03-300 Concrete Foundations - Renovation - 1st Floor	\$ 30,000.00
03-310 Concrete Slabs - Renovation - 1st Floor	\$ 10,800.00
03-310 Concrete Slabs - Infill At Elevator - Renovation - 1st Floor	\$ 2,500.00
03-310 Concrete Slabs - Stair Pans & Landings - Renovation	\$ 3,600.00
03-310 Concrete Slabs - Renovation - 2nd Floor	\$ 12,600.00
03-300 Concrete Foundations - Elevator Pit	\$ 110,000.00
	\$ 374,500.00

04 - Masonry

	Total Cost
04-520 Brick Veneer - Addition	\$ 126,000.00



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