Feasibility Study for the Windsor Locks Senior Center Windsor Locks, CT



November 2021



ARCHITECTS, LLC 15 MASSIRIO DRIVE SUITE 101 BERLIN, CONNECTICUT (860)-828-9221 FAX (860)-828-9223 www.jharchitects.net

Feasibility Study for the Windsor Locks Senior Center Windsor Locks, CT

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INTRODUCTION

Jacunski Humes Architects, LLC is pleased to present this Final Report of findings related to the Town of Windsor Locks Request for a Feasibility Study for the Windsor Locks Senior Center.

This Final Report is a compilation of items that have been produced and distributed by this office as they have been completed since our Notice to Proceed.

I would like to acknowledge and thank the Windsor Locks Senior Center Study Committee chaired by Mr. Michael Rosadini along with Senior Center staff Ann Marie Claffey, Director, and Lori LaPointe, Assistant Director, for their time, efforts, and analysis of our deliverables throughout the entire process.

I trust that a thorough review of this Feasibility Study will indicate to you our due diligence and excitement regarding the final product being proposed.

Very truly yours,

Brian W. Humes, AIA, LEED AP Jacunski Humes Architects, LLC

Space Needs Assessment

1

Space Needs Assessment for the Senior Center Windsor Locks, CT



November 2020

Prepared By:



Space Needs Assessment for the Windsor Locks Senior Center Windsor Locks, CT

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GENERAL INFORMATION

Date:	November 2020				
<u>Department:</u> <u>Address:</u>	Windsor Locks Senior Center 41 Oak Street Windsor Locks, CT 06096				
Primary Contacts:	Ann Marie Claffey, Director (860) 627-1425 Lori LaPointe, Assistant				

Community Area:

9.4 square miles total(9.0 square miles of land)(0.3 acres of water)

GROWTH ESTIMATES

	Year	2000	2010	2020	2030	2040
	-	census	census	census	projected	projected
Windsor Locks, CT		12,043	12,498	12,556	12,765	12,634
55 to 64 years old				2,086	1,769	1,567
65 to 74 years old				1,133	1,466	1,201
75 to 84 years old				651	778	985
85 years and over				403	372	409
Total 55+ years				4,273	4,385	4,162
Total 55+ as %				34%	34%	33%

Source: CT Data Collaborative, United States Census Bureau

STAFF PROJECTIONS

Senior Center Personnel:

Year	2020	2030	2040
_	actual	est.	est.
	1	1	1
	1	1	1
	1	1	1
	0	1	1
	1	1	1
	0	1	1
	6	7	7
	1	2	2
	Year	actual 1 1 1 0 1 0 0	actual est. 1 1 1 1 1 1 0 1 1 1 0 1 1 1 0 1 6 7

10tal rositions (tun-time and part-time) 11 15 15	Total Positions (full-time and part-time)	11	15	15
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SPACE NEEDS ASSESSMENT

1.

Public

Square Footage (Net)

	a.	Vestibule	100
		1. Air-lock vestibule	
		2. Walk off mat	
	b.	Lobby / Reception / Waiting	400
		1. Access to Meeting Rooms, Toilet Facilities	
		2. Access to Administrative Receptionist	
		3. Public Telephone / House Phone	
		4. Display Case	
		5. Pamphlet Rack / Display table	
		6. Tackboard(s)	
		7. Sitting area for waiting / reading, comfortable furniture	
		8. Coat storage	
		9. Electronic member kiosk for registration upon entering / exiting	
	c.	Coffee Station / Cyber Cafe	400
		1. Coffee station with adjacent table seating for twelve (12), minimum	
		2. Pastry case for sale of baked goods	
		3. Trash / recycling receptacles	
		4. Sink	
		5. Undercounter refrigerator	
		6. Wireless access point	
		7. Adjacent to Public Lobby	
		8. Ability to secure area to restrict use after hours	
2.	Dinii	ng Room / Café / Congregate Meals Program	
	a.	Dining Room / Café / Congregate Meals Program	4,000
		1. Seating for two hundred (200) at tables / chairs	
		2. Coat storage	
		3. Raised platform / stage area, handicap accessible	
		4. Folding partitions to separate room into multiple meeting rooms	
		5. Exterior entry for drop-off / pick-ups	
		 Exterior entry for drop-off / pick-ups Adjacent to Kitchen 	
	b.	6. Adjacent to Kitchen	250
	b.	6. Adjacent to Kitchen Furniture Storage	250
	b.	 6. Adjacent to Kitchen <u>Furniture Storage</u> 1. Storage of portable tables and chairs 	250
	b.	 6. Adjacent to Kitchen <u>Furniture Storage</u> 1. Storage of portable tables and chairs 2. Double door access 	250
	b.	 6. Adjacent to Kitchen <u>Furniture Storage</u> 1. Storage of portable tables and chairs 	250

	c.	Bingo Equipment Storage 250
		1. Storage of Bingo equipment
		2. Double door access
		3. Directly adjacent to Dining Room
3.	Kitcl	ien
	a.	Kitchen 550
		1. Commercial food service equipment (Health Department compliant)
		2. Microwave(s)
		3. Refrigerator / Freezer(s)
		4. Warming oven(s)
		5. Serving counter with roll-up doors to Dining Room / Café / Congregate Meals Program
		6. Handwashing sink and triple wash sink
		7. Food preparation sink
		8. Range / Griddle with exhaust hood and fire suppression
		9. Dishwashing equipment
		9. Trash containers
		10. Pantry storage area(s)
		11. Washer / dryer
		12. Direct, grade level access to exterior for deliveries / loading
4.	Com	puter Room / Learning Center
	a.	Computer Room / Learning Center 280
		1. Computer workstations for ten (10) for PC / Laptop access
		2. Wireless networking for computers / printers
		3. Printer station
5.	Activ	vity / Meeting Room
	a.	Activity / Meeting Room 1,000
		1. Seating for fifty (50) at training tables / chairs
		2. Coat storage
		3. Wood flooring within room for dancing instructions, etc.
6.	Cou	nseling / Exam Rooms
	a.	Counseling / Exam Rooms Two (2) @ 125 250
		1. Confidential rooms for in-person counseling / medical exams (podiatry

- Confidential rooms for in-person counseling / medical exams (podiatry 1. care, manicure/pedicures, vaccine clinics, etc.)
- Sink for handwashing 2.
- Casework storage for supplies, PPE equipment Hard surface flooring, seamless 3.
- 4.
- Acoustic separation from adjacent spaces 5.
- Adjacent to Meeting Rooms 6.

100

200

200

180

200

b. <u>Reception Area</u>

Administration

1. 2.

7.

a.

- 1. Workstations for three (3)
- 2. Open counter to Public Lobby, handicap accessible
- 3. File storage

Waiting Area

4. Copy / Scanner / Printer, networked

Waiting area within Public Lobby

Adjacent to Receptionist

- 5. Facsimile machine
- 6. Paper shredder
- 7. Duress alarm
- 8. Adjacent to Assistant Director

c. <u>Director</u>

- 1. Workstation for one (1)
- 2. Visitor's chairs for two (2)
- 3. File storage
- 4. Bookshelving
- 5. Adjacent to Conference Room

d. <u>Assistant Director</u>

- 1. Workstation for one (1)
- 2. File storage
- 3. Bookshelving
- 4. Vision panel to Reception Area
- 5. Adjacent to Reception Area

e. <u>Transportation Office</u>

- 1. Workstation for one (1)
- 2. Visitor's chairs for two (2)
- 3. File storage
- 4. Bookshelving
- 5. Visual connection to bus drop-off area for oversight
- 6. Computer workstation for drivers use in completing paperwork, timesheets, etc.

f. <u>Storage / Workroom</u> 150

- 1. Storage of office supplies / inventory
- 2. Counter area with sink
- 3. Undercounter refrigerator
- 4. Microwave
- 5. Mailing / promotional supplies and equipment

	g.	Conference Room	400		
	U	1. Conference table seating for up to twenty (20)			
		2. Adjacent to Administrative Offices			
8.	Livii	g Room / Reading Room / Library			
	a.	Living Room / Reading Room / Library	450		
		1. Comfortable seating areas for conversation / reading / quiet study / research			
		2. Fireplace			
		3. Bookshelving			
		4. Computer workstations for research / public access use			
9.	Med	cal Supply Storage / Services for the Elderly			
	a.	Medical Supply Storage	200		
		1. Storage of "on loan" medical equipment for public use			
		2. Exterior access for drop-off & pick-up			
		3. Adjustable storage shelving			
10.	Gen	ral Storage			
	a.	General Storage	300		
		1. Storage of seasonal / holiday decorations			
		2. Storage of bulk supplies			
		3. Adjustable storage shelving			
		4. Adjacent to Dining Room			
11.	Gymnasium / Fitness Room				
	a.	Gymnasium 3.	,600		
		1. Sized for two (2) indoor pickleball courts (30' x 60' x 2 courts), court s equals 20' x 44'.	size		

Mesh divider screen between courts

Sports flooring with integral line markings

Drinking fountain, accessible, with bottle filler

Adjacent viewing area for spectator use during activities on court(s),

Adjacent to Public Entry / Public Lobby, Locker Rooms, Fitness Room

Wall padding at perimeter

accessible

2. 3.

4.

5.

6.

7.

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	JACUNSKI HUMES ARCHITECTS, LLC	15 MASSIRIO DRIVE	SUITE 101	BERLIN, CONNECTICUT	06037

	h Eitness Deem					
	b.	Fitnes	s Room	1,500		
		1.	Stationary exercise and fitness equipment including, cardio, weight training, compact workout gear, conditioning, and health / wellness equipment.			
		2.	Sports flooring			
		3.	Two (2) lane walking / jogging track at perimeter of Fitness Area.			
		4.	Adjacent to Gymnasium and Locker Rooms			
12.	<i>Lock</i> a.	er Roo Male I	oms Locker Room	400		
		1.	Locker storage (1/2 height) for up to twenty (20), padlock use, mesh	1 fronts		
		2.	Locker bench seating			
		3.	Toilet / sink area			
		4.	Showers, individual stall / changing areas, three (3) total, one (1) accessible.			
	b.	Femal	e Locker Room	400		
		1.	Locker storage (1/2 height) for up to twenty (20), padlock use, mesh	ı fronts		
		 Locker storage (1/2 height) for up to twenty (20), padlock use, mesh Locker bench seating 				

- 3. Toilet / sink area
- 4. Showers, individual stall / changing areas, three (3) total, one (1) accessible.

13. Aerobics Classrooms

a.	Aerobics Classroom	Two (2) @ 500	1,000

- 1. Sized for classroom instruction for up to forty (40) at each session
 - 2. Parquet floor surface area
 - 3. Wall mounted bars for stability
 - 4. Mirrored wall surface
 - 5. TV monitors, wall mounted, for distance learning / training

14. Function Room / Arts & Crafts / Activity Rooms

a.	Function Rooms / Arts & Crafts / Activity Rooms	750
	•	

- 1. Ability to divide into three (3) smaller rooms with movable partitions
- 2. Markerboard
- 3. Tackboard
- 4. Flexible instruction space
- 5. Sink / Counter area
- 6. Seamless, resilient flooring surfaces

Arts / Crafts Storage Room 15.

	a.	Arts / Crafts Storage		150	
		1.	Adjustable shelving for supply	y storage	
		2.	Adjacent to Function Rooms		
16.	Gan	Game Room			
	a.	Gam	ne Room		400
		1.	Card table seating for up to tw	venty (20)	
		2.	Game storage cabinets		
		3.	Overhead sound system		
		4.	Adjacent to quiet functions with	thin the facility	
17.	Toil	ets an	d Custodial Services		
	a.	Janit	tor Closets		150
		1.	One per floor (minimum)		
		2.	Floor sink		
		3.	Custodial supply storage		
		4.	Cart storage		
		5.	Equipment storage		
	b.	Toil	et Facilities		
		1.	Public use facilities to be prov accessible	vided per code/occupancy, han	dicap
		2.	Public facilities adjacent to Pu	iblic Lobby	
		3.	Public facilities within Locker		
		4.	General purpose use	Two @ 200	400
		5.	Staff use toilet facilities	Two @ 60	120

Vertical Circulation 18.

a.	Stairs	w/in net to gro	ss
		-	

- Code required minimum, two per floor 48" clear width (min.) 1.
- 2.

19. Mechanical

a.	Boiler Ro	Boiler Room		
	 Hi Co Co Ho 	wo boilers (min), preferred igh efficiency, condensing boilers preferred ondensate filter with PH meter ot water storage oor drains		
b.	HVAC Ed	quipment	300	
	 Hi V. V. V. Zet He 	ucted supply and returns igh efficiency filters, pumps, and motors AV boxes with DDC controls oned systems throughout facility ost computer for monitoring and diagnosis of temperature control rstems		
c.	Electrical	Room	150	
		ain switchgear equipment for service entrance anelboards, sub-panels, and circuits		
d.	Emergenc	cy Electrical Room	100	
	2. Li	utomatic transfer switch fe safety power panels and circuits iesel fired generator on exterior pad mount (see site needs)		
e.	Fire Supp	pression	100	
		ally sprinkled facility according to NFPA 13 standards prinkler control valve assembly and backflow preventer		

3. Fire Department siamese connection at designated location

SPACE NEEDS SUMMARY

Summary Sheet

Square Ft. required

	1
Windsor Locks Senior Center	
Public	900
Dining Room / Cyber Café / Congregate Meals Program	4,500
Kitchen	550
Computer Room / Learning Center	280
Activity / Meeting Rooms	1,000
Counseling / Exam Rooms	250
Administration	1,430
Living Room / Reading Room / Library	450
Medical Supply Storage / Services for the Elderly	200
General Storage	300
Gymnasium / Fitness Room	5,100
Locker Rooms	800
Aerobics Classrooms	1,000
Function Room / Arts & Crafts / Activity Rooms	750
Arts & Crafts Storage Room	150
Game Room	400
Toilets and Custodial Services	670
Vertical Circulation	w/in net to gross
Mechanical	930
Total Net Square Footage	19,660
Net to Gross Factor for Gymnasium / Fitness Room (x 1.10)	510
Net to Gross Factor for all other spaces (x 1.35)	5,100
Total Gross Square Footage Required	25,270

EXTERIOR CONSIDERATIONS

a.	Public Parking	72,000	
	 Total number of spaces preferred = Two Hundred Fifty (2 support building occupancy Handicap parking spaces = code designed minimum, van 3 Covered vehicle drop off area for bus loading / unloading 	accessible	
b.	Staff Parking	2,500	
	1. Total number of spaces required = Fifteen (15), minimum		
с.	Fleet Vehicles Carport Shelter	1,200	
	 Carport shelter for fleet vehicles (Vans) = Six (6), minimu Potential for solar collection on roof 	Im	
d.	Flagpoles		
	 USA State Internal halyard Ground mounted lighting 		
e.	Signs		
	 Building identification at roadway and on building Illuminated Conforms to Local Zoning regulations 		
f.	Lighting		
	 Lighting in public areas, parking areas, and walkways Illuminated entry locations Lighting coordinated with CCTV locations 		
g.	g. <u>Handicap accessibility</u>		
	 Entire facility handicap accessible Wheelchair access to all points of public entry 		
h.	CCTV Cameras		
	 Color, multi-sensor cameras preferred to monitor site and Weatherproof housings Pole mounted away from structure to control points of ent Recording equipment within facility and monitored at Recording 	ry	

i.	<u>Plant M</u>	Iaterial	
	1.	Minimize grass areas and required lawn maintenance	
	2.	Low ground cover preferred	
	3.	Decorative trees not to conflict with snow storage locations	
j.	<u>Trash S</u>	Storage	500
		Number of dumpsters required = One (1) general trash, one (1) recycling
		container, minimum	
		Fenced enclosure with gate	
	3.	Concrete pad for rodent control	
k.	Snow S	Storage	Lawn Areas
	1.	Provide snow storage capacity adjacent to paved areas	
1.	<u>Exterio</u>	r Hose Bibb Locations	
	1.	Provide varied locations around building	
		Exterior wash down locations at Carport Shelter	
m.	Emerge	ency Generator	250
	1.	Diesel fueled generator preferred	
		72 hour day tank, minimum	
		Automatic transfer switch in Emergency Electrical Room	
		Weatherproof enclosure on concrete pad	
		Sized for 100% load of facility	
n.	Patio /]	Picnic Area	1,000
	1.	Outdoor sheltered seating / dining area for public / staff use	
		Grill area with natural gas connection	
		Adjacent to Kitchen / Meeting Rooms / Sports Activities	
0.	<u>Outdoo</u>	or Sports Activities	10,000
	1.	Outdoor Bocce courts, two (2), minimum, (13' x 90')	
		Outdoor Shuffleboard courts, two (2), minimum, $(10^{\circ} \times 50^{\circ})^{\circ}$	
		Outdoor Pickleball courts, two (2), inininum, (10' x 42')	
		Adjacent to Patio / Picnic Area	
	-	J	

SITE NEEDS SUMMARY

Site Requirements	Area Estimate (square feet)
Public Parking	72,000
Staff Parking	2,500
Fleet Vehicles Carport Shelter	1,200
Dumpster Enclosure	500
Emergency Generator	250
Patio / Picnic Area	1,000
Outdoor Sports Activities	10,000
SUBTOTAL	87,450
Building Footprint (one story assumed)	25,270
Landscaped Setbacks / Zoning Setbacks	50,000
Future Expansion Potential	10,000
TOTAL SITE AREA	172,720

DIVIDED BY 43,560 = <u>+/- 4.0 ACRES</u> (MINIMUM BUILDABLE AREA, RECOMMENDED)



Site Needs Assessment

2

Site Assessment for the Windsor Locks Senior Center Windsor Locks, Connecticut





SITE ASSESSMENT FOR THE WINDSOR LOCKS SENIOR CENTER WINDSOR LOCKS, CONNECTICUT

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JACUNSKI HUMES ARCHITECTS, LLC 15 MASSIRIO DRIVE SUITE 101 BERLIN, CONNECTICUT 06037

SITE ASSESSMENT FOR THE WINDSOR LOCKS SENIOR CENTER WINDSOR LOCKS, CONNECTICUT

March, 2021

The Town of Windsor Locks has requested that Jacunski Humes Architects, LLC, Berlin, CT, review several sites that the town has identified as having the potential to accommodate the current and future space and site needs of the Windsor Locks Senior Center.

The space and site needs criteria that will be utilized to determine the adequacy of these sites was previously outlined within a Space Needs Assessment, dated January, 2021, and prepared by Jacunski Humes Architects, LLC. A summary of that document determined the following:

- Senior Center Recommended Space Needs: 25,270 gross square feet of construction
- Senior Center Recommended Site Needs: 4 acres

The sites to be evaluated are comprised of the following parcels:

- 1. Mildred Street,
 - Map 012, Block 07-Lot 039,
 - Map 012, Block 08-Lots 008, 009
- 2. Hillside Avenue,
 - Map 012, Block 07-Lots 005, 033, 041
- 3. South Street School,
 - Map 042, Block 78-Lot 024
 - Map 042, Block 78-Lot 026

This site assessment is based upon visual inspections of each site and cursory review of available documentation to determine if available land meets the initial criteria to support a new, modern, efficient Senior Center for the Town of Windsor Locks. This initial site assessment and review considers the following key components:

- 1. ACQUISITION COSTS
- 2. LOT SIZE RELATIVE TO SITE NEEDS ASSESSMENT
- 3. PARKING AVAILABILITY
- 4. SITE CONSTRUCTION AND DEVELOPMENT COSTS
- 5. LOCATION / ACCESS / TRAFFIC
- 6. VEHICULAR ACCESS AND EGRESS
- 7. UTILITIES
- 8. VISIBILITY
- 9. NEIGHBORHOOD IMPACT
- **10. ZONING RESTRICTIONS**
- **11. WETLANDS**
- 12. FLOOD PLAIN
- **13. CONVENIENCE**

Based upon these findings, the Town of Windsor Locks may elect to continue their review of these sites to gain additional insight into the viability of these sites to accommodate the current and future needs of the Windsor Locks Senior Center facility. This initial site assessment should not be construed as an all-inclusive and exhaustive investigation of deeds, restrictions, easements, zoning, subsurface conditions, hazardous materials, required mitigations, utilities, or other conditions that may be impacted by existing construction.

1. Mildred Street, Map 012, Block 07-Lot 039, Map 012, Block 08-Lots 008, 009

Property Statistics:

Current Owner:	Town of Windsor Locks
Net Total Assessed Value:	\$124,400
Location:	Mildred Street near Suffield Street
Parcel Size:	3.93 acres
Existing Structures:	None
Existing Use:	Vacant
Zone:	RA, Residential

Remarks:

Mildred Street, Map 012, Block 07-Lot 039, Map 012, Block 08-Lots 008, 009 are three adjacent properties bisected by a paper street that combine with the paper street to form a 3.93-acre parcel on the northern border of the town. No existing structures are present. The property is bordered by residential properties to the east and west, an active water tower and residential properties to the south, and vacant residential properties within the Town of Suffield to the north. The site sits at the end of the Mildred Street cul-de-sac, a short east-west street that intersects Suffield Street. The topography of the site can be characterized as primarily flat, with significant downward sloping topography at the eastern third of the property. The majority of the site is wooded with small to medium diameter trees and significant brush.

The entirety of the site, including the adjacent properties, has been determined by FEMA to be outside the flood zone, although the property experiences seasonal standing water.

Sight lines along Mildred Street are unrestricted to the East and West and North and South on Suffield Street for approximately 300'. The intersection is controlled by a stop sign on Mildred Street. Suffield Street serves as a north-south local road connecting the Windsor Locks and the Suffield town centers.

The subject property and the surrounding area are currently zoned "RA" Residential.

Adjacent properties are currently served by municipal sewer, water and storm drainage systems. The street is currently supplied with a 3-phase electric service supplied through overhead lines and pole mounted transformers located on the subject side of Suffield Street. A natural gas utility is not available in the street.

Public Transportation is not readily available to this site. The proposed Windsor Locks train station site is just under a mile from this location.

1. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



Aerial View looking down at Mildred Street site

2. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



Aerial View looking East at Mildred Street

3. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



View of "paper street" looking east

4. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



JACUNSKI HUMES ARCHITECTS, LLC

View of Site looking northwest 15 MASSIRIO DRIVE SUITE 101

BERLIN, CONNECTICUT 06037

5. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



View of Mildred Street looking west to intersection with Suffield Street

6. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>



View of Suffield Street looking south to intersection with Mildred StreetJACUNSKI HUMES ARCHITECTS, LLC15 MASSIRIO DRIVESUITE 101BERLIN, CONNECTICUT06037

2. Hillside Avenue, Map 12, Block 7-Lots 5, 33 and 41

Property Statistics:

Owner:	Town of Windsor Locks
Net Total Assessed Value:	\$89,600
Location:	Hillside Avenue
Parcel Size:	5.59 acres
Existing Structures:	None
Existing Use:	Vacant
Zone:	RA, Residential

Remarks:

Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41 are three adjacent properties bisected by a paper street that combine with the paper street to form a 5.59-acre parcel on the northern border of the town. No structures are present. The property is bordered by residential properties to the east, west, and south and vacant properties within the Town of Suffield to the north, both residential and municipal. The combined site has direct access onto the unimproved portion of Mabel Street and to the cul-de-sac on Northwood Street. The site has potential access from Main Street (Route 159) should the Town elect to construct the paper street, Hillside Avenue. The topography of the site can be characterized as primarily flat, with downward sloping topography at the eastern and southern portions of the property. The majority of the site is wooded with small to medium diameter trees and significant brush.

The entirety of the site, including the adjacent properties, has been determined by FEMA to be outside the flood zone.

Sight lines along Mabel Street and Northwood Street are unrestricted to the north and south. The neighborhood intersections are controlled by stop signs. Main Street (Route 159), serves as a minor north-south arterial connecting Windsor Locks and Windsor town centers.

The subject property and the surrounding area are currently zoned "RA" Residential.

Adjacent sites are currently served by municipal sewer, water and storm drainage systems. Both Mabel and Northwood Streets are currently supplied with a 3-phase electric service supplied through overhead lines and pole mounted transformers. A natural gas utility is not available in Mabel or Northwood Streets, but is available on Main Street (Route 159).

Public Transportation is not readily available to this site. The proposed Windsor Locks train station site is just under a mile from this location.



1. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

Aerial View of site looking down

2. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41



Aerial View of site looking northeast



3. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

View of site approach looking north on Northwood Drive



4. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

View of site exit looking south on Northwood Drive



5. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

View of site looking east



6. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

View of site approach looking west at Main Street onto Hillside Avenue paper street

3. South Street School, Map 042, Block 078-Lot 024 Map 042, Block 078-Lot 026

Property Statistics:

Owner:	Town of Windsor Locks	
Net Total Assessed Value:	\$5,065,900	
Location:	87 South Street	
Parcel Size:	4.4 acres of 24.13 total	
Existing Structures:	Elementary School	
Existing Use:	School	
Zone:	Res A, Municipal	
Owner:	Trustees of Gina Remotti	
Owner: Net Total Assessed Value:	Trustees of Gina Remotti \$116,900	
0 11 11 1		
Net Total Assessed Value:	\$116,900	
Net Total Assessed Value: Location:	\$116,900 75 South Center Street	
Net Total Assessed Value: Location: Parcel Size:	\$116,900 75 South Center Street 2.2 acres of 4.33 total	

Remarks:

The 4.4-acre portion of the 24.13-acre school site is a mostly undeveloped parcel. The property is bordered by residential properties to the north and east, Town school properties to the west and south. The wooded portion of the site has significant topography sloping down at the northwestern edge of the site and at the entire eastern side.

The entirety of the site, including the adjacent properties, has been determined by FEMA to be an area of minimal flood risk.

The site could be served by Columbo Terrace, an east-west paved minor town road from South Center Street which becomes a paper street at the western half connecting to the site. This paper road has a significant upslope, creating grades that may be difficult for vehicles to navigate.

South Center Street is a north-south collector through the eastern area of town.

The property and the surrounding areas are currently zoned Res A, Municipal/Residential.

The 2.2-acre portion of the 4.33-acre residential site is a mostly undeveloped parcel. The property is bordered by residential properties to the north, south and east, Town school properties to the west. The lightly wooded site is flat.

The entirety of the site, including the adjacent properties, has been determined by FEMA to be an area of minimal flood risk.

The portion of the site that touches South Street presumably would serve as the entrance drive to the facility.

South Street is an east-west town road through the southern area of town.

The property and the surrounding areas are currently zoned Res A, Municipal/Residential.

The school building and surrounding residences currently use oil as its primary heating fuel source.

The site is currently served by municipal water, storm and sewer systems. Three-phase electric service supplied through overhead lines and pole mounted transformers is located on the north side of South Street.

Public Transportation is not available to this site.

1. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



Aerial of site looking down

2. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



View of parcel looking northeast

3. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



View of Colombo Terrace looking eastJACUNSKI HUMES ARCHITECTS, LLC15 MASSIRIO DRIVESUITE 101BERLIN, CONNECTICUT06037

4. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



View of Colombo Terrace "paper street" looking west

5. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



View of 4.4-acre parcel looking eastLC15 MASSIRIO DRIVESUITE 101

JACUNSKI HUMES ARCHITECTS, LLC

6. <u>South Street School, Map 042, Block 078-Lot 024</u> <u>Map 042, Block 078-Lot 026</u>



View of 2.2-acre parcel looking east

JACUNSKI HUMES ARCHITECTS, LLC 15 MASSIRIO DRIVE SUITE 101 BERLIN, CONNECTICUT 06037

<u>Executive Summary</u>

This Site Assessment Study has examined three (3) parcels of property to provide for the needs of a modern, efficient, attractive, and cost-effective Senior Center for the Town of Windsor Locks.

Each site, or combination of sites, that was evaluated has the potential to accommodate a new facility based upon current and future needs of the Windsor Locks Senior Center. It is the goal of this report to identify each site's optimal use that provides the "greatest potential" for the Town of Windsor Locks.

This "greatest potential" evaluation is contingent upon the following factors:

- 1. COST TO THE TOWN OF WINDSOR LOCKS ACQUISITION COSTS
- 2. LOT SIZE RELATIVE TO SITE NEEDS ASSESSMENT
- 3. PARKING AVAILABILITY
- 4. SITE CONSTRUCTION AND DEVELOPMENT COSTS
- 5. LOCATION / ACCESS / TRAFFIC
- 6. VEHICULAR ACCESS AND EGRESS
- 7. UTILITIES
- 8. VISIBILITY
- 9. NEIGHBORHOOD IMPACT
- 10. ZONING RESTRICTIONS
- 11. WETLANDS
- 12. FLOOD PLAIN
- **13.** CONVENIENCE

Based on the information contained in this Site Assessment Study, the following sites are evaluated for consideration by the Town of Windsor Locks:

1. <u>Mildred Street, Map 012, Block 07-Lot 039,</u> <u>Map 012, Block 08-Lots 008, 009</u>

The town-owned land at the end of Mildred Street is viable for the development of a New Senior Center due to location. The lot size is of significant concern as it is just below the area required by the program and the existing topography may render some of the lot area unusable. The proposed lot would require the extension of Mildred Street into the site. The entire parcel generates a bit of concern for development as the topography greatly limits the flexibility of the site. The size and configuration of the enlarged site would yield a single-story Senior Center with access from Mildred Street only, and leaves little room available for expansion. Sight lines for entrance and egress from the site are excellent onto Suffield Street. The location of the parcel within the Town of Windsor Locks is good providing access to main roads. The additional impact on the neighborhood is of little concern with the additional traffic affecting only the few residential properties on Mildred Street.

2. Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

The town-owned land at the end of Northwood Drive is desirable for the development of a New Senior Center due to location and lot size. The proposed lot could be accessed by a new driveway from the cul-de-sac on Northwood Drive. Access could also occur through Mabel Street and Hillside Avenue if either, or both, of those streets were to be improved to accept the additional traffic generated by the proposed use. The entire parcel generates little concern for development as the majority of the topography is flat. The size and configuration of the enlarged site would yield a single-story Senior Center, and leaves room available for expansion. Sight lines for entrance and egress from the site are excellent onto Northfield Street. The location of the parcel within the Town of Windsor Locks is good, however, access to main roads currently can occur through neighborhood roads. The additional traffic impact on the neighborhood is to be considered.

3. <u>South Street School, Map 042, Block 078-Lot 024</u> Map 042, Block 078-Lot 026

The 4.4-acre town-owned land on the South Elementary school parcel does not appear viable for the development of a Senior Center. The parcel generates substantial concerns for development costs and site access as much of the site would need to be leveled to accommodate the program and would require extensive deployment of site retaining walls. The location of the parcel within the Town of Windsor Locks is very good, and adjoins other Town properties. The adjacent 2.2-acre parcel would need to be acquired from the current owner and is suitable only for an access drive to the 4.4acre parcel from South Street. Other site access options will negatively affect the school's recreation areas and open space.

Site Evaluation Criteria

SITE: Mildred Street, Map 012, Block 07-Lot 039, Map 012, Block 08-Lots 008, 009

GROSS AREA: 3.93 acres

CRITERIA:	IDEAL SITE	THIS SITE
LOT SIZE RELATIVE TO SITE NEEDS ASSESSMENT	12	<u>6</u>
ACQUISITION COSTS	10	<u>10</u>
PARKING AVAILABILITY	10	<u> 8 </u>
SITE CONSTRUCTION COSTS	10	<u>6</u>
LOCATION / ACCESS / TRAFFIC	8	<u> 6 </u>
VEHICULAR ACCESS AND EGRESS	8	<u>6</u>
UTILITIES	8	<u> 6 </u>
VISIBILITY	6	<u> 4 </u>
NEIGHBORHOOD IMPACT	6	<u> <u>5 </u></u>
PUBLIC TRANSPORTATION ROUTE	6	<u> 0 </u>
ZONING RESTRICTIONS	4	<u> 4 </u>
WETLANDS	4	<u>3</u>
FLOOD PLAIN	4	<u> 4 </u>
CONVENIENCE	4	<u>3</u>
TOTAL RANKING	100	71

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Site Evaluation Criteria

SITE: Hillside Avenue, Map 12, Block 7- Lots 5, 33 and 41

GROSS AREA:5.59 acres		
CRITERIA:	IDEAL SITE	THIS SITE
LOT SIZE RELATIVE TO SITE NEEDS ASSESSMENT	12	<u>12</u>
ACQUISITION COSTS	10	<u> 10 </u>
PARKING AVAILABILITY	10	<u> 10 </u>
SITE CONSTRUCTION COSTS	10	<u> 8 </u>
LOCATION / ACCESS / TRAFFIC	8	<u> 6 </u>
VEHICULAR ACCESS AND EGRESS	8	<u> </u>
UTILITIES	8	<u> </u>
VISIBILITY	6	<u> 4 </u>
NEIGHBORHOOD IMPACT	6	<u> 4 </u>
PUBLIC TRANSPORTATION ROUTE	6	<u> 0 </u>
ZONING RESTRICTIONS	4	4
WETLANDS	4	<u> 4 </u>
FLOOD PLAIN	4	<u> 4 </u>
CONVENIENCE	4	<u>3</u>
TOTAL RANKING	100	82

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Site Evaluation Criteria

SITE: South Street School, Map 042, Block 078-Lot 024 Map 042, Block 078-Lot 026

GROSS AREA: <u>6.6 acres</u>		
CRITERIA:	IDEAL SITE	THIS SITE
LOT SIZE RELATIVE TO SITE NEEDS ASSESSMENT	12	9
ACQUISITION COSTS	10	<u>6</u>
PARKING AVAILABILITY	10	<u> 8 </u>
SITE CONSTRUCTION COSTS	10	<u> 5 </u>
LOCATION / ACCESS / TRAFFIC	8	<u> </u>
VEHICULAR ACCESS AND EGRESS	8	<u> 6 </u>
UTILITIES	8	<u>6</u>
VISIBILITY	6	<u> 4 </u>
NEIGHBORHOOD IMPACT	6	2
PUBLIC TRANSPORTATION ROUTE	6	<u> <u>0</u> </u>
ZONING RESTRICTIONS	4	<u> 4 </u>
WETLANDS	4	<u> 4 </u>
FLOOD PLAIN	4	<u> 4 </u>
CONVENIENCE	4	2
TOTAL RANKING	100	67

JACUNSKI HUMES ARCHITECTS, LLC 15 MASSIRIO DRIVE SUITE 101 BERLIN, CONNECTICUT 06037

<u>Recommendation</u>

Based upon our research and site assessment of these three parcels to provide for the space needs and the site needs of the Windsor Locks Senior Center, it is our recommendation to remove the Mabel Street and South Street School parcels from consideration as possible sites for the Senior Center. The low scores on the Site Evaluation Criteria scoring sheets for these two sites indicate multiple factors working against the success of these sites as the best solution for this important Town Facility.

We recommend the remaining site, Hillside Avenue, remain in consideration as long as the Town constructs Hillside Avenue from Main Street (Route 159) to the subject property in conjunction with this project. The construction of this town road with extension of gas and electric utilities from Main Street will greatly improve the desirability of this site to host a new Senior Center.

Locating the entrance to the Senior Center off Main Street (Route 159) will greatly improve its visibility, accessibility to Town residents, emergency services and Town maintenance staff, and will help to maintain current residential traffic levels on surrounding neighborhood streets. Constructing this road would also provide direct accessibility for twelve other parcels which are currently landlocked.

While the Hillside Avenue parcel provides a suitable location and size to provide for the needs of the Windsor Locks Senior Center, further investigation of subsurface soil conditions and on-site wetland soils is recommended prior to any further development. Following a successful soil investigation, water, stormwater management, and sewer would have to be engineered and provided.

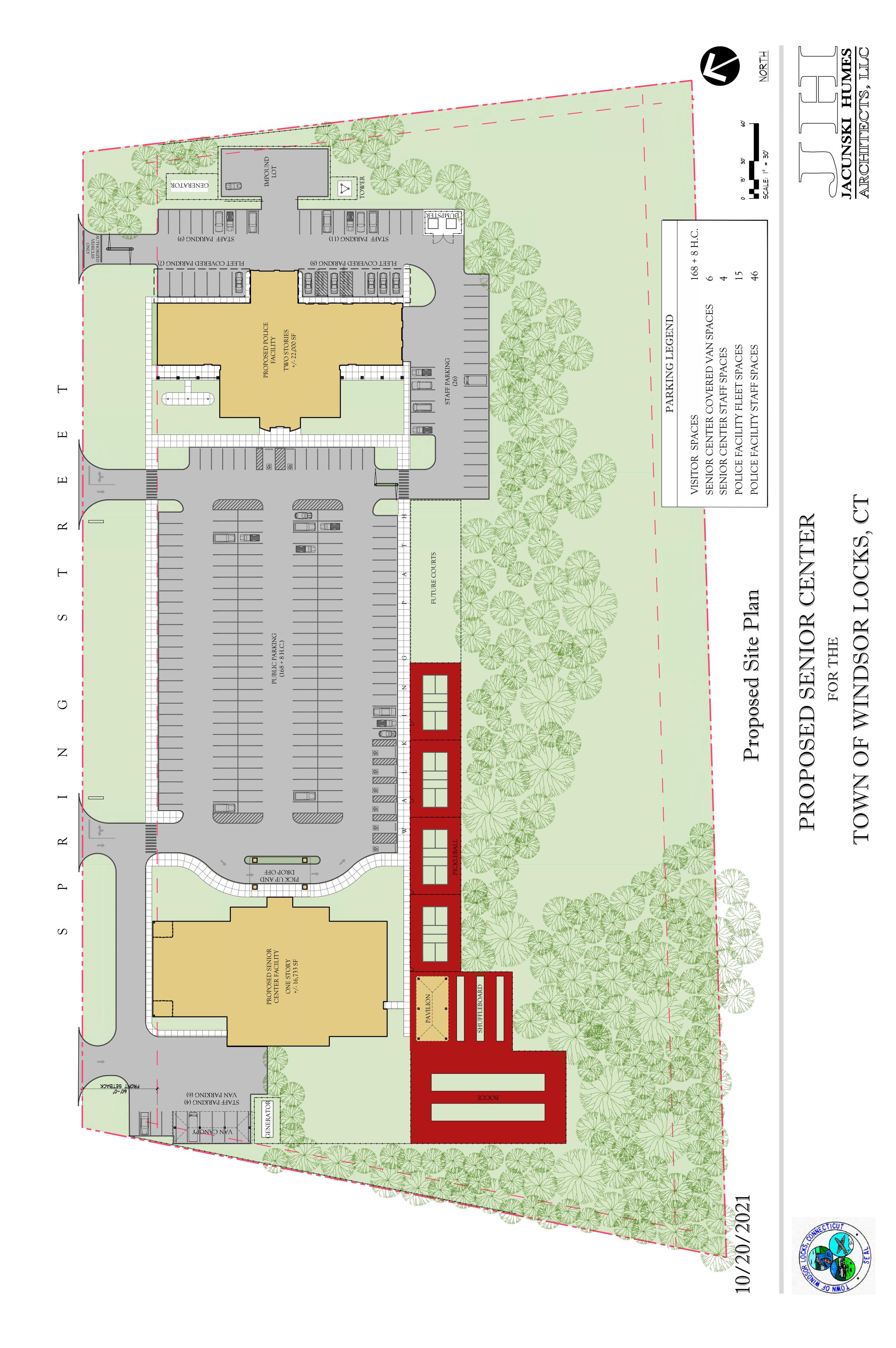
The Town may also want to explore some privately owned sites in Town for suitability to host the Senior Center to render this site evaluation complete. The cost of obtaining a well-situated privately-owned parcel may be comparable with the cost of developing Hillside Avenue.

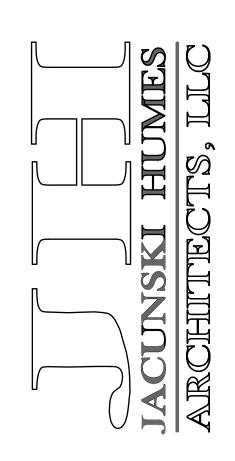
END OF SITE EVALUATION



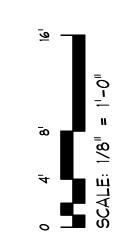
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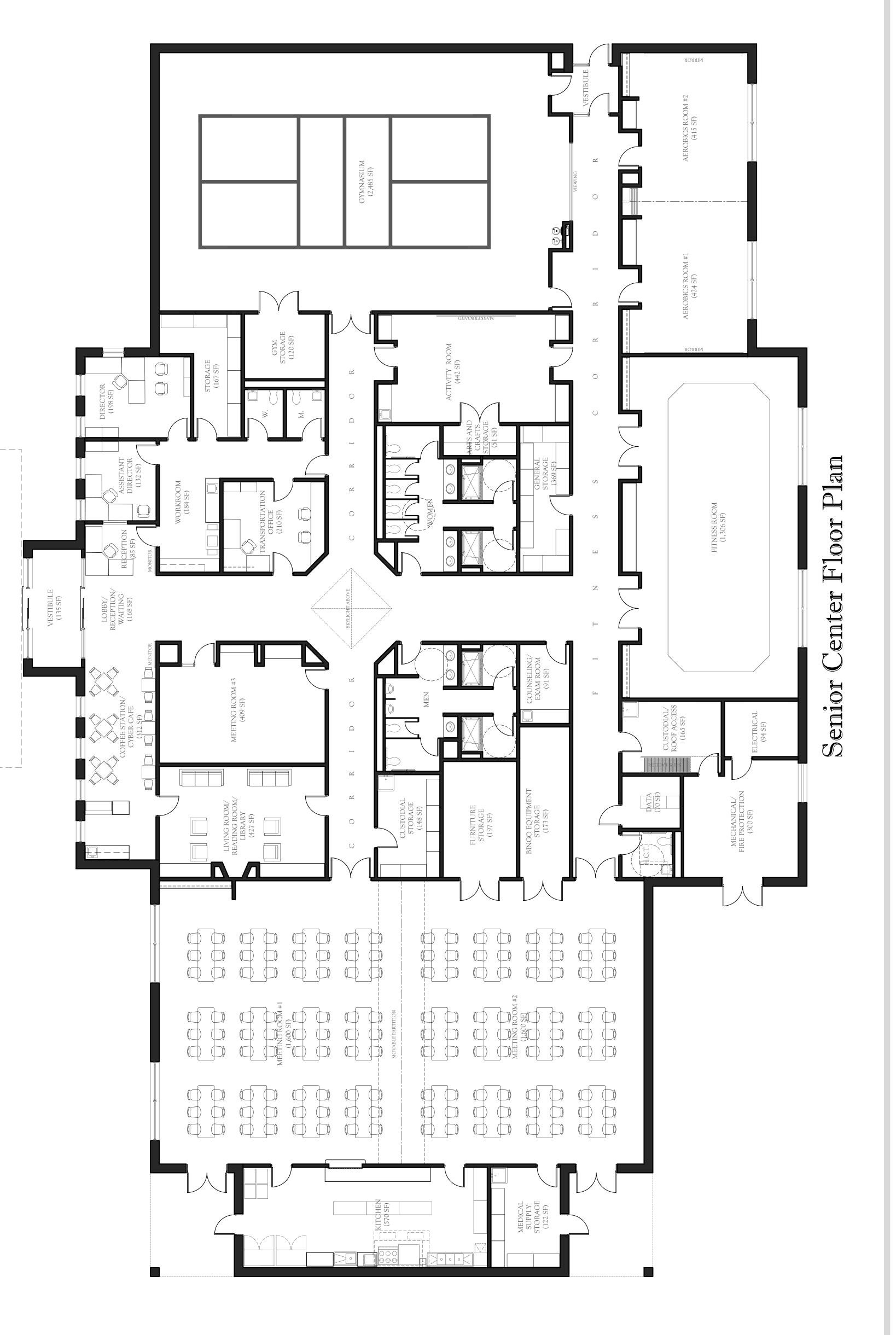
Schematic Design











PROPOSED SENIOR CENTER FOR THE TOWN OF WINDSOR LOCKS, CT

COVERED PICK UP/DROP OFF DRIVE THRU



10/20/2021





Anticipated Project Costs

4

ANTICIPATED PROJECT COSTS

To the best of our ability, all anticipated project costs associated with the proposed construction of a new Windsor Locks Senior Center have been identified.

In order to ascertain the costs of new construction, several assumptions have been made as to quality of materials and type of construction. The building materials assumed are consistent with Windsor Locks municipal facilities constructed in the State of Connecticut to insure durability, safety, and ease of maintenance over the life of the structure. Within areas of new construction, exterior walls are constructed of load bearing steel framing, exterior fenestration is aluminum framed, interior wall construction in recreational areas is abuse resistant gypsum board on light gauge metal framing, interior wall construction in office areas and public spaces is gypsum drywall on light gauge metal framing, flooring in public lobby is durable and easy to maintain, flooring in wet areas is ceramic tile, flooring in office areas is carpet tiles, flooring in kitchen and food processing areas is seamless epoxy coating, ceiling areas in all areas are suspended acoustic tile.

The "average" building cost per square foot anticipated for new construction is equal to \$487.12 / square foot. This is historically accurate for new Senior Center facilities currently being undertaken within the region.

A Project Budget Worksheet has been produced and included for the Town of Windsor Locks to anticipate "soft costs" and "contingencies" to be anticipated within the construction project.

The cost to provide furniture, furnishings, and equipment (FF&E) is <u>included</u> within the project soft costs. An allowance amount of \$280,000 has been included for the purpose of purchasing furniture, fixtures, and equipment needs of the department. Some re-use of existing furniture may be incorporated due to its condition.

Costs outlined for Telephone and Data Systems are for telephone/intercom and computer network equipment throughout the structure and the cost for a new telephone system. Costs for telephone and data <u>wiring</u> are included within the project hard costs.

Costs are included within the Main Building budget for Integrated Technology Systems and includes the furnishing and installing of CCTV and access control systems that are necessary within a Senior Center to satisfy the needs of the staff and the security of the facility.

Finally, a Project Contingency has been included which represents a percentage of the cost of anticipated hard costs. At this stage of planning and cost estimating, it is prudent to anticipate future issues which will impact costs. Once a scheme is identified and developed into a Design Development or Construction Document Phase the Project Contingency can be reassessed and further defined. At this stage of project development, a contingency equal to 10% of the anticipated hard costs is prudent and included.

Construction Costs have been escalated to an anticipated construction start of summer 2022. If the start of construction is delayed beyond the summer of 2022, costs should be increased 3-4% / year to accommodate for cost escalation due to inflation.

It is also anticipated that the construction duration for the completion of the new construction, sitework, and relocation would be approximately fourteen (14) months from the award of a construction contract by the Town of Windsor Locks.

Due to the uncertainty of when a start date can be established, these project duration estimates have been developed to identify the duration of each activity and has not taken into account seasonal variances which might impact construction scheduling.

The Town of Windsor Locks can utilize either a "General Contractor", or "Construction Manager" form of project delivery. All fees for professional services are included and based upon a percentage of projected hard costs and are within industry standards for their profession.

Based upon the information contained above, and outlined on Schematic Design Documents, the attached Project Cost Worksheet has been established:



New Windsor Locks Senior Center Windsor Locks, CT

November 5, 2021

PROJECT COST WORKSHEET

\$2,260,601	
\$8,548,918	
\$117,742	
\$134,495	
	\$11,061,756
w/in PD budget	
\$840,000	
\$385,000	
\$280,000	
\$10,000	
Completed	
\$30,000	
\$50,000	
\$75,000	
\$75,000	
\$5,000	
\$5,000	
w/in PD budget	
\$50,000	
TBD	
Capital Expense	
	\$1,805,000
\$1,100,000	\$1,100,000
	\$13,966,756
	\$(94,112)
	\$13,872,644
	\$8,548,918 \$117,742 \$134,495 w/in PD budget \$840,000 \$385,000 \$280,000 \$10,000 \$10,000 \$10,000 \$10,000 \$50,000 \$75,000 \$75,000 \$75,000 \$5,000 \$5,000 w/in PD budget \$50,000 TBD Capital Expense

• Not included or anticipated are costs associated with contaminated soil conditions / mass rock excavation

• Project assumes construction duration of 14 months to Substantial Completion.

• Alternate #1 savings assumes total construction duration of 18 months to Substantial Completion if PD is built concurrently with Senior Center on the same site.

• Hard Cost estimates are from FV Consulting cost estimate, dated November 5, 2021, associated notes, and schematic design documents, dated October 20, 2021 as prepared by Jacunski Humes Architects, LLC.

• Soft Costs are indicated as "allowance" amounts for budgeting purposes. Actual costs may vary.

• Costs are based upon State of CT, Prevailing Wage Rates and October 2021 construction pricing. Costs have been escalated 4% to an anticipated construction start in the summer of 2022.

Windsor Locks Senior Center

Windsor Locks, CT Schematic Design Construction Cost Estimate Summary

	ITEM	Site Improvement Cost	Van Carport	Pavillion Structure	Main Building Cost	\$/SF for Building	TOTAL COST
1	Sitework Preparation	\$87,200					\$87,200
	Site Excavation	\$328,595					\$328,595
	Site Utilities and Site Electrical	\$590,100					\$590,100
	Site Paving, Concrete and Curbing	\$402,480					\$402,480
	Site Amenities	\$179,010					\$179,010
	Landscaping	\$78,550					\$78,550
7	Foundation Excavation	\$78,550	\$3,700	\$3,400	\$101,325	\$5.77	\$108,425
/	Concrete		\$5,279	\$6,381	\$366,829		\$378,489
			\$3,279	\$0,381	,	\$20.90	
	Masonry		\$29.040		\$474,007	\$27.01	\$474,007
	Structural Steel		\$38,940		\$567,188	\$32.32	\$606,128
	Miscellaneous Metal			\$60,460	\$63,630	\$3.63 \$3.03	\$63,630
	Rough Carpentry Finish Carpentry			\$00,400	\$53,168 \$119,520	\$3.03	\$113,628 \$119,520
	Moisture Protection				\$119,320 \$123,870	\$7.06	\$119,520
	Roofing		\$26,200	\$10,752	\$487,254	\$7.06	\$524,206
	Insulation		\$20,200	\$10,752	\$102,755	\$5.85	\$102,755
	Windows and Glass				\$254,075	\$14.48	\$254,075
	Insulated Metal Panels				\$132,820	\$7.57	\$132,820
	Doors, Frames and Hardware				\$113,200	\$6.45	\$113,200
	Drywall, EIFS and LGMF				\$576,595	\$32.85	\$576,595
	Acoustical Ceiling				\$63,090	\$3.59	\$63,090
	Flooring and Tile				\$236,814	\$13.49	\$236,814
23	Painting			\$6,922	\$52,735	\$3.00	\$59,657
24	Specialties/Accessories				\$183,208	\$10.44	\$183,208
25	Appliances/Kitchen Equipment Allowance				\$53,000	\$3.02	\$53,000
	Elevator				\$0	\$0.00	\$0
27	Plumbing				\$337,675	\$19.24	\$337,675
28	Fire Protection				\$129,833	\$7.40	\$129,833
29	HVAC				\$852,863	\$48.60	\$852,863
30	Electric		\$12,650	\$11,200	\$854,617	\$48.70	\$878,467
31	Subtotal Direct Trade Costs	\$1,665,935	\$86,769	\$99,115	\$6,300,069	\$358.98	\$8,151,888
32	General Conditions	\$224,389	\$11,687	\$13,350	\$848,571	\$48.35	\$1,097,997
33	Contractor Fee (3.5%)	\$66,161	\$3,446	\$3,936	\$250,202	\$14.26	\$323,746
34	Winter Weather Protection/ Temporary Heat	In Gen. Cond.	In Gen. Cond.	In Gen. Cond.	In Gen. Cond.	In Gen. Cond.	In Gen. Cond.
35	Subtotal	\$1,956,485	\$101,902	\$116,401	\$7,398,842	\$421.59	\$9,573,630
36							
37	Performance and Payment Bond (1%)	\$19,565	\$1,019	\$1,164	\$73,988	\$4.22	\$95,736
38	Subtotal	\$1,976,050	\$102,921	\$117,565	\$7,472,831	\$425.80	\$9,669,367
39							
40	Estimating Contingency (10%)	\$197,605	\$10,292	\$11,757	\$747,283	\$42.58	\$966,937
41	Construction Contingency	By Owner	By Owner	By Owner	By Owner	By Owner	By Owner
42	Subtotal	\$2,173,655	\$113,213	\$129,322	\$8,220,114	\$468.38	\$10,636,303
43							
44	Cost Escalation to Construction Start (4%)	\$86,946	\$4,529	\$5,173	\$328,805	\$18.74	\$425,452
	CONSTRUCTION COST TOTAL	\$2,260,601	\$117,742	\$134,495	\$8,548,918	\$487.12	\$11,061,756
45							
46	ALTERNATE #1- Savings if Senior Center is Built Concurrently with Police Facility						-\$94,112

estimate by: FV Consulting LLC Newton, MA

Windsor Locks Senior Center Windsor Locks, CT Schematic Design Construction Cost Estimate Summary

ESTIMATING NOTES:
1. Pricing is based upon prevailing wage.
2. The estimate is based upon October 2021 construction prices. The bottom line estimate has been escalated 4% assuming a Summer 2022 construction start. It is recommended using 5% per annum escalation factor if construction start is delayed beyond Summer 2022.
3. The estimate assumes no cost premiums due to construction health & safety measures which may be required due to the Covid-19 pandemic.
4. The estimate assumes the construction duration is 14 months.
6. Removal and disposal of contaminated soil is not included.
7. Removal of ledge and below grade obstructions is not included.
8. The estimate assumes an average of 1' of soil shall be removed and disposed of offsite across the entire site plus an additional allowance of 1,000 of unsuitable soil shall be removed below the 1' layer.
9. The estimate assumes simple spread footing/frost wall foundations for the building, carport and pavillion structures.
10. The estimate assume the water main for the future police station will be in place with valved stub-outs for the Senior Center to tie-into for domestic water and fire water services.
11. The estimate includes a \$175,000 allowance for underground stormwater collection systems and stormwater retention management.
12. The Vanport is assumed to be a steel structure with a painted metal roof.
13. The Pavillion structure is assumed to be a wood timber framed structure with asphalt shingle roof.
14. The Kitchen is assume to have an epoxy floor and base and FRP wall panels.
15. The two Aerobics Rooms and Gym are assumed to have rubber flooring.
16. Impact resistant drywall is included in the Gym for the wall surfaces.
17. An allowance of \$10,000 is included for acoustical wall panels in exercise areas.
18. HVAC for the building is assumed to be a VRF system with a separate energy recovery fresh air system. A dedicated split system is also included for the IT closet and a separate kitchen exhaust/make-up air system is included for the cooking line.
19. An allowance of \$50,000 is included for commercial kitchen equipment and \$3,000 for residential appliances at the cyber café.
20. Wiring is included for tel/data and audio visual systems. Equipment and equipment terminations for these systems is assumed to be provided by the Owner.
21. A \$5/sf (\$87,750) allowance is included for electronic access control, camera survellance and intrusion protection.
22. A \$35,000 allowance is included for lightning protection.

