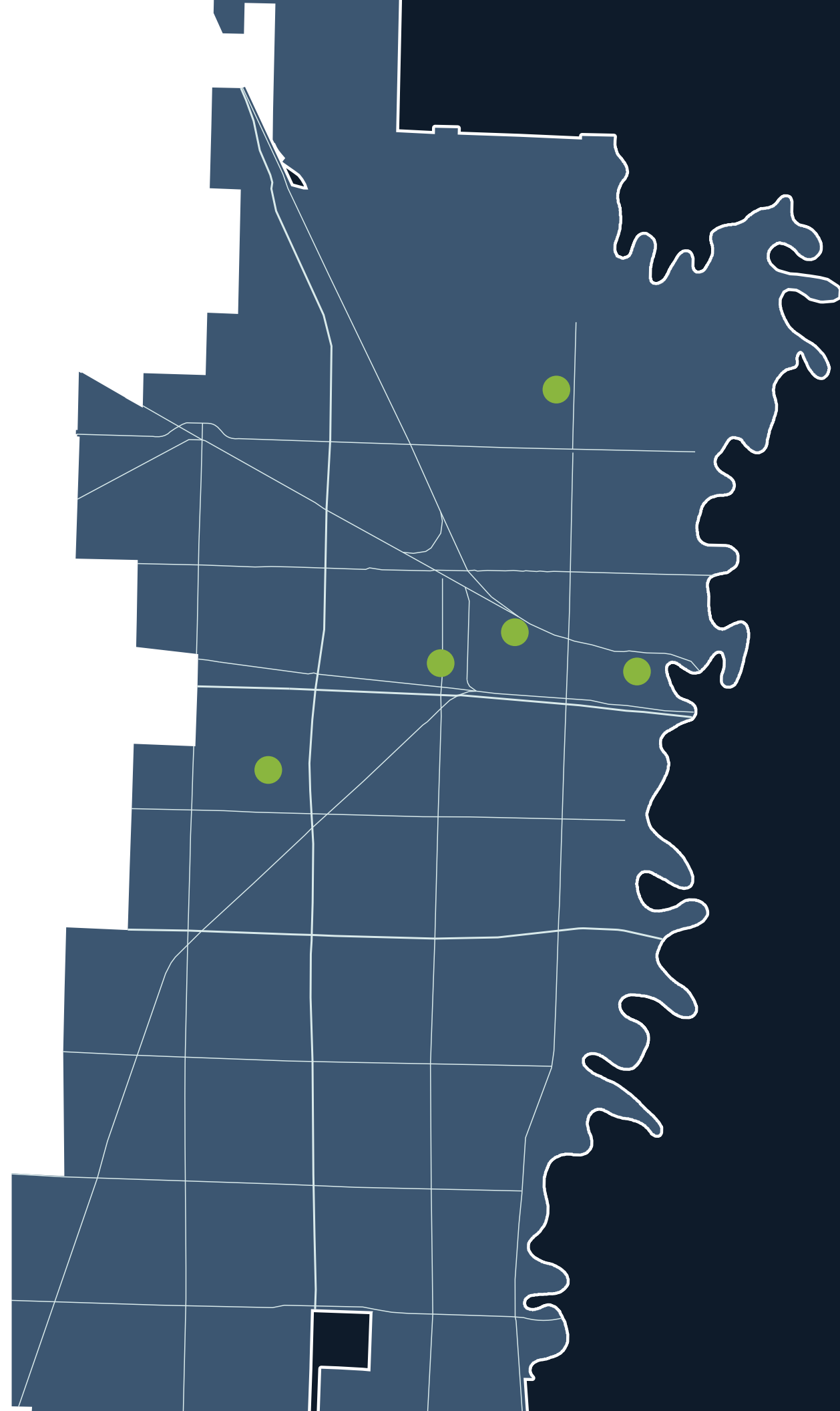


FARGO POLICE DEPARTMENT

MASTERPLAN & FACILITY REPORT



MASTERPLAN SIGN-OFF

Please provide a signature below stating that you have reviewed the information, analysis, and data noted within this document and approved. If necessary, please provide any concerns or questions that need to be addressed prior to moving into the next phase of design.

Attached: Masterplan Design Package, dated February 12, 2024.

City of Fargo (Owner) Signature

Date

Fargo Police Department(Owner) Signature

Date

JLG Architects (Architect) Signature

Date

Roth Sheppard (Architect) Signature

Date

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CREATING A VISION

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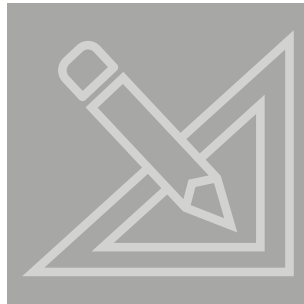
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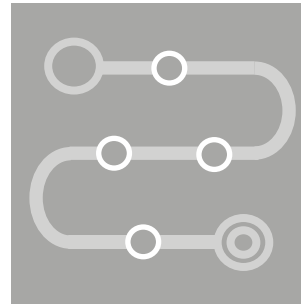
PROJECT OVERVIEW



ANALYSIS OF
EXISTING
CONDITIONS



CREATING A VISION



GROWTH
ROADMAP



APPENDIX

ACKNOWLEDGMENTS

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EXECUTIVE SUMMARY

OVERVIEW:

The City of Fargo retained the team of JLG Architects and Roth Sheppard Architects to complete a Master Facilities Planning Study for the Fargo Police Department. The study will define existing facility conditions of Fargo Police Department operations and activities. As part of this effort, a long-range space need analysis and architectural program was developed to explore the City's current and future Police Department needs. This project will define projected functional requirements and space needs to guide future facility development and design for Fargo Police Department facilities over the next 10-20 years. This study is intended to be used as a tool for future facility infrastructure, City planning, and programming efforts for the City of Fargo and the Fargo Police Department.

The process to determine facility space needs began in June 2023 with an initial study and analysis of Fargo Police Department's existing facilities. Studies of the following sites were conducted:

- **Fargo Police Headquarters: 105 25th Street North**
- **Downtown Drop-in: 511 4th Avenue North**
- **West Acres Drop-in: 930 40th Street South**
- **7th Avenue Evidence: 715 17th Street North**
- **Hazmat Storage Building: 4630 15th Avenue North**
- **Regional Law Enforcement: Training Center 2802 North University Drive**

The existing facilities were examined and evaluated with considerations for, but not limited to the following factors; Space utilization and current operations, safety/code-compliance, security, size, efficiency, and office wellness and future retention. A breakdown of the findings is included in this report.

Once the existing facilities and operations were completed, the team held a series of on-site workshops to gather information on space needs, growth, and future requirements for the Fargo Police facilities. Workshops involved meeting with each division within the department over several days to gain insight and understanding of the operations, needs, and planning for the departments. Questionnaires were also distributed that posed a series of questions to all employees and sworn officers for feedback on day-to-day operations and thoughts on current needs and future planning. The result was a comprehensive Space Needs Summary outlining current shortfalls and needs, as well as future needs and opportunities to accommodate growth and planning for the City of Fargo.

SUMMARY:

The information and plan outlined in this report/study is intended to set the stage for future planning and development by the City of Fargo. The biggest, most concerning development discovered during this report is related to the Existing Building that was converted into the department Headquarters. The Current Headquarters Facility does not meet the International Building Code requirements for a Risk Category IV Facility. Facilities such as Hospitals, Fire Stations, EMS Vehicle Garages, and Police Stations all fall into this category. As such, this poses a significant risk to the future renovations and continued use of the building as a Police Facility Headquarters. A Detailed breakdown of these findings and proposed options for future development and planning is included in the report.



Downtown Drop-In



Regional Law Enforcement Training Center



Fargo Police Headquarters

PROJECT OBJECTIVES AND GOALS

The Fargo Police Department is seeking to quantify their current facility assets and operational Needs, identify gaps, and fully utilize existing resources while proactively addressing future Needs.

PROJECT SCOPE:

1) Coordination and Progress Meetings

A. Schedule regular meetings with key leaders to review progress, provide and Receive feedback and collaborate.

2) Existing Facilities Conditions Evaluation

- A. Review building plans and tour facilities
- B. High-level review of existing building systems
- C. Develop 10-year capital improvement schedule with estimated costs

3) Analysis of Community

- A. Community demographics
- B. Department statistics
- C. Regional trends

4) Stakeholder Interviews

A. Develop list of future priorities

5) Projected Conditions and Programming Needs

- A. Review industry best practices and emerging trends
- B. Analyze existing facilities for functionality and relative cost/benefit of future improvements.
- C. Using collected data and growth projections, develop programming needs

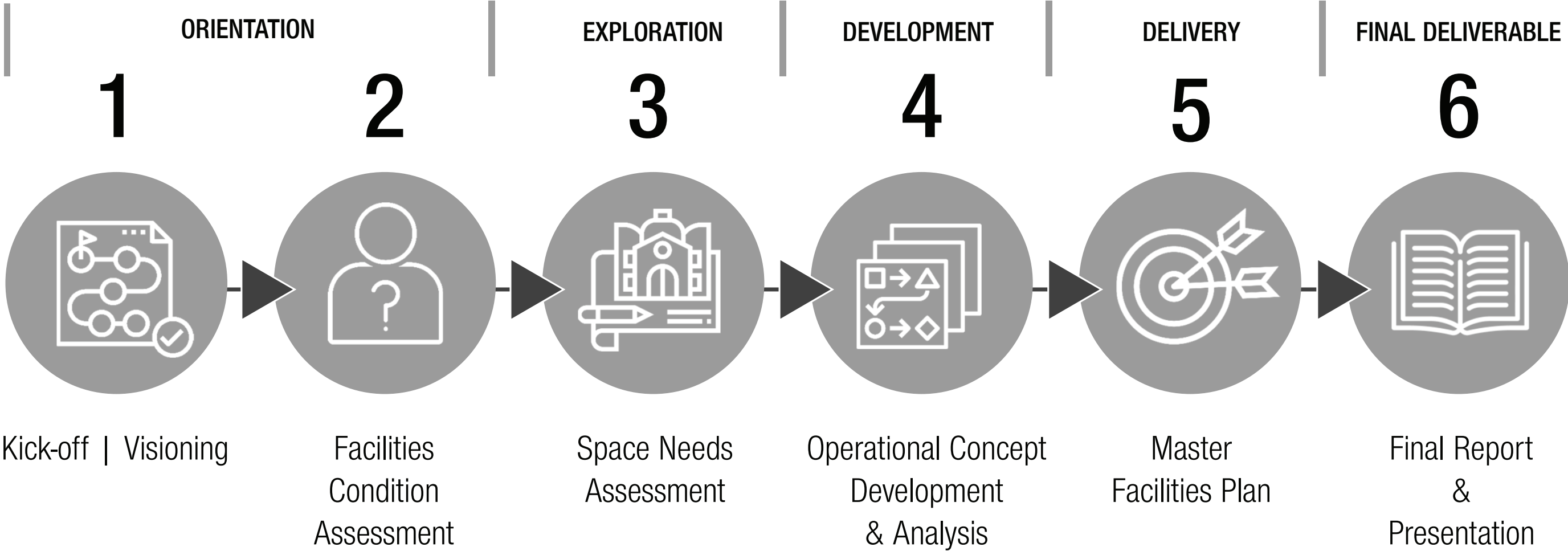
6) Operational Concept Development and Analysis

- A. Develop operational concepts to meet future needs
- B. Work with stakeholders to analyze and narrow down the list of operational concepts

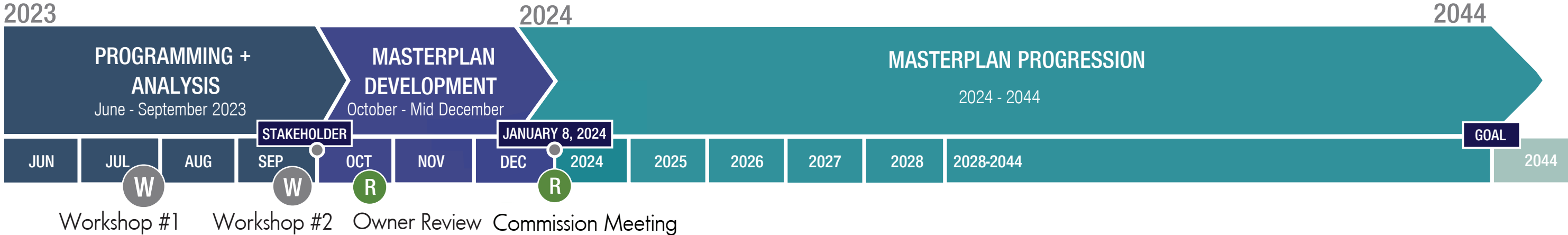
7) Master Facilities Plan

A. Provide 20-year master facilities plan to be used as a guide for future capital investments and strategic facility decisions.

PROJECT PROCESS



PROJECT TIMELINE



MASTERPLAN PROGRESSION: WHAT DOES THIS LOOK LIKE?





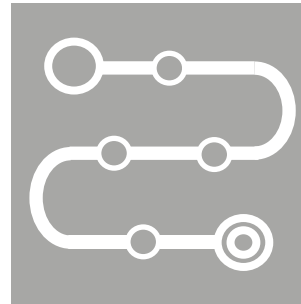
PROJECT OVERVIEW



**ANALYSIS OF
EXISTING
CONDITIONS**



CREATING A VISION



GROWTH
ROADMAP



APPENDIX

SECTION 1:

CITY AND DEPARTMENT BACKGROUND INFORMATION



CITY OF FARGO

BACKGROUND INFORMATION

AREA: 49.8 sq mi

ROAD MILES: 516 miles

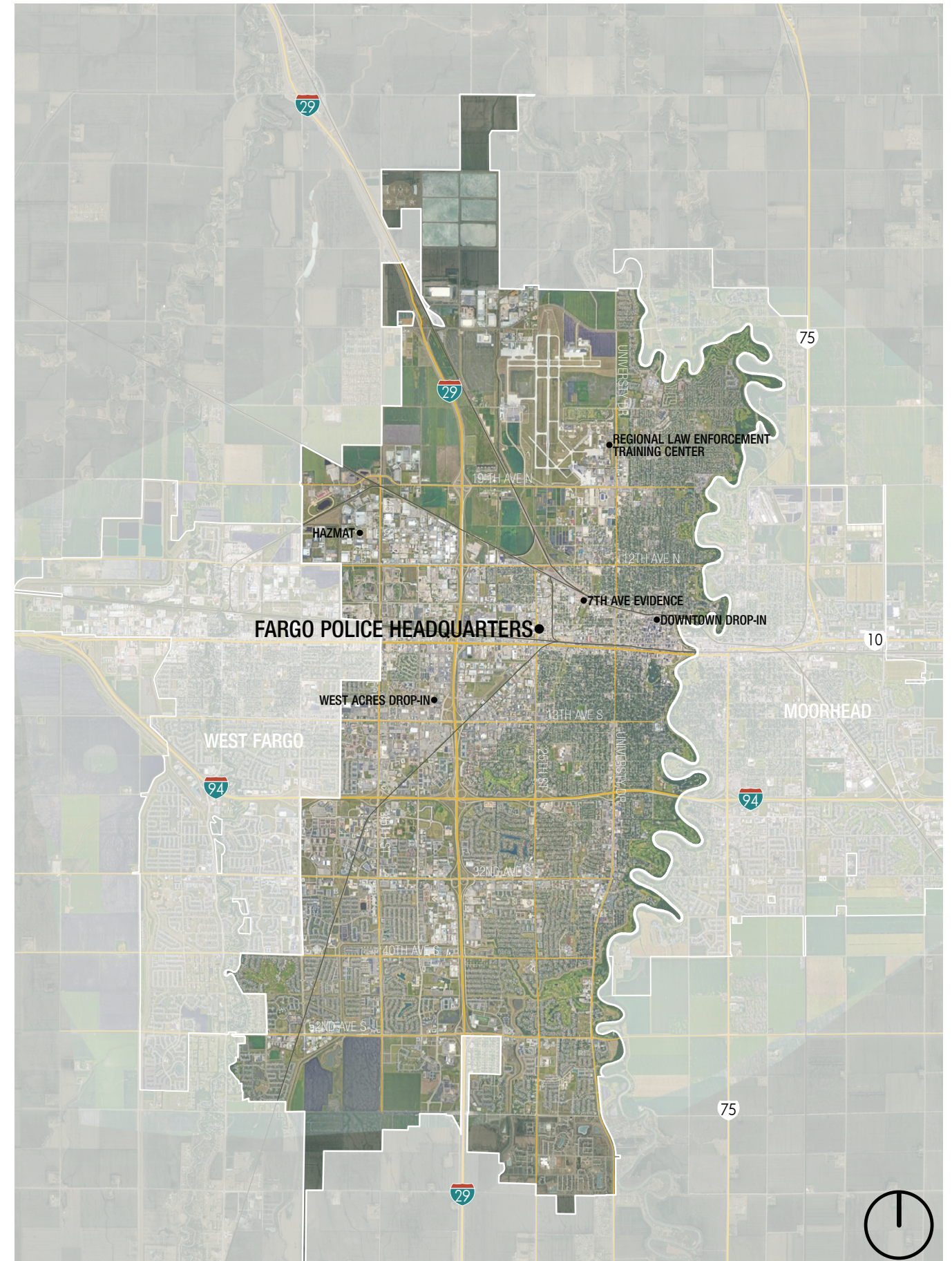
POPULATION (2020): 125,952 people

POPULATION (2010): 105,549 people

10 YEAR POPULATION GROWTH RATE: 19.4%

Fargo, North Dakota's is the largest city in the Fargo - Moorhead Metro area, and the state of North Dakota. In 2023 its population is estimated to be just over 130,000 residents. Fargo is located on the border of North Dakota and Minnesota; bordered by Moorhead, MN to the east and West Fargo, ND to the west. The population of Fargo has grown steadily and significantly over the past several decades doubling in population since the mid-1980s, and recently growing at a rate of about 20 percent over the past decade.

Due to its population growth and geography the shape of Fargo is very linear, stretching over 10 miles from north to south, but only about 4.5 miles from east to west. The majority of the city is zoned for single family residential use, with significant portions of Industrial and commercial zoning in the north-west and central areas of the city. Downtown Fargo and North Dakota State University are two dense population and activity hubs located near each other in the north east part of the city. The city of Fargo has 2 major highways that intersect the city. Interstate 29 runs north to south and Interstate 94 runs east to west. In addition to the city of Fargo, the Fargo Police department provides assistance support to West Fargo, ND and Moorhead, MN along with other areas of Cass County.



FARGO POLICE DEPARTMENT

BACKGROUND INFORMATION AND VISION, MISSION, VALUES STATEMENTS

SWORN OFFICERS: 192

NON-SWORN STAFF: 28

CALLS FOR SERVICE: 94,158 (June 1, 2021 - May 31, 2022)

CASE REPORTS: 19,227 (June 1, 2021 - May 31, 2022)

The Fargo Police Department is the largest municipal law enforcement agency in the state of North Dakota. The Fargo Police Department is authorized to have 192 sworn police officers and 28 civilian staff. Sworn police officers patrol 49.74 square miles, serving 126, 748 (2021) citizens within a metropolitan statistical area consisting of 248,591 (2020). Officers responded to 94,158 calls for service and filed 19,227 case reports (6/1/21-5/31/22).

The Fargo Police Department provides the community with a wide range of basic, complex and emergency policing services, which includes investigating and resolving crime, enforcing the city's traffic regulations, responding to calls-for-service received from the public and mitigating public-safety concerns coming to our attention. The Department also leads or participates on regional teams, such as the Red River Valley SWAT Team (SWAT, Bomb, Negotiations) and the Cass County Drug Task Force.

The Fargo Police Department is divided into three operational divisions, each of which is commanded by a Captain; and the Office of the Chief:

1. The **Neighborhood Services Division** consists of the Patrol Unit and Specialized Services Unit (SSU).

The Patrol Unit officers divides officers to an assigned patrol area or "beat" which are overseen by a Lieutenant designated as the Shift Commander who is responsible for police operations during their respective shift. The Specialized Services Unit (SSU) is made up of teams who have specialized functions such as Airport Officers, Bailiff, Community Engagement Team, Community Resource Officers, Crowd Management Team, Honor Guard, Truck Regulatory Officer, K-9 Unit and School Resource Officers.

2. The **Criminal Investigations Division** consists of the Investigations Unit which includes the Adult Violent Crimes Unit, Property Crimes Unit, Crimes against Children Unit, and the Evidence and Property Unit. The Narcotics and Intelligence Unit includes the Narcotics Unit, Street Crimes Unit and Intelligence and Analysis Unit.

3. The **Professional Standards Division** consists of the Professional Accountability Unit, Training and Development Unit, Quartermaster, Professional Accountability Unit, Records Unit, and the Academy/ In-house Training and Recruitment Unit

The Office of the Chief consists of the Chief, Assistant Chief, Executive Assistant, and the Payroll/ Procurement Assistant. The Department is further supported by a city communications team that has a video studio and staff footprint within the Department.

VISION

A safe and unified community built on trust, accountability and inclusion.

MISSION

The Mission of the Fargo Police Department is to provide the highest level of service through community partnerships, being a well trained

VALUES

FAIR - We are committed to provide unbiased services to all members of our community.

ACCOUNTABLE - We take responsibility for our actions and we are responsible for holding the community accountable. We are mindful that we answer to each other, the Department and most importantly, the people we serve.

RESPECT - We believe that all human life has value and deserves respect. We will treat all those we serve in a compassionate, courteous and dignified manner.

GUARDIANSHIP - We will guard, protect and preserve all life and property in the Fargo community as well as each other.

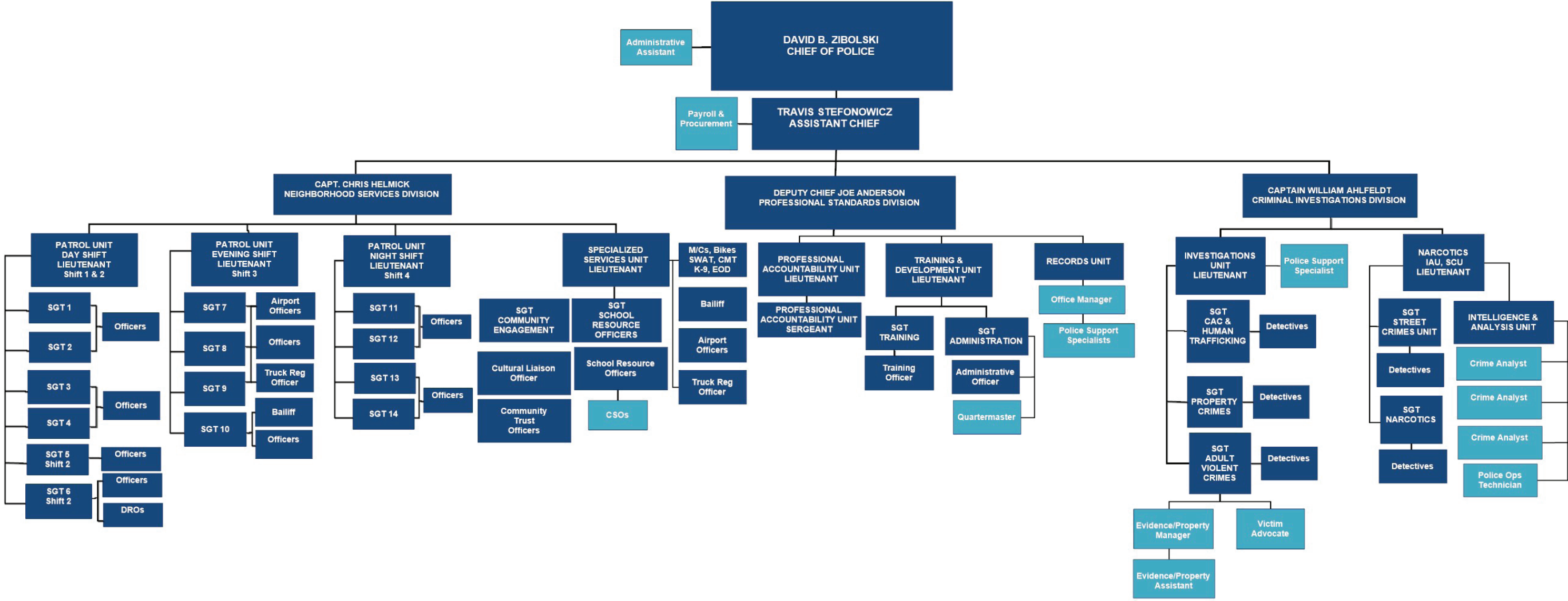
OFFICER-WELLNESS - In order to provide the best possible service to the community, our officers need to be mentally and physically healthy both at home and in our professional role as police officers.

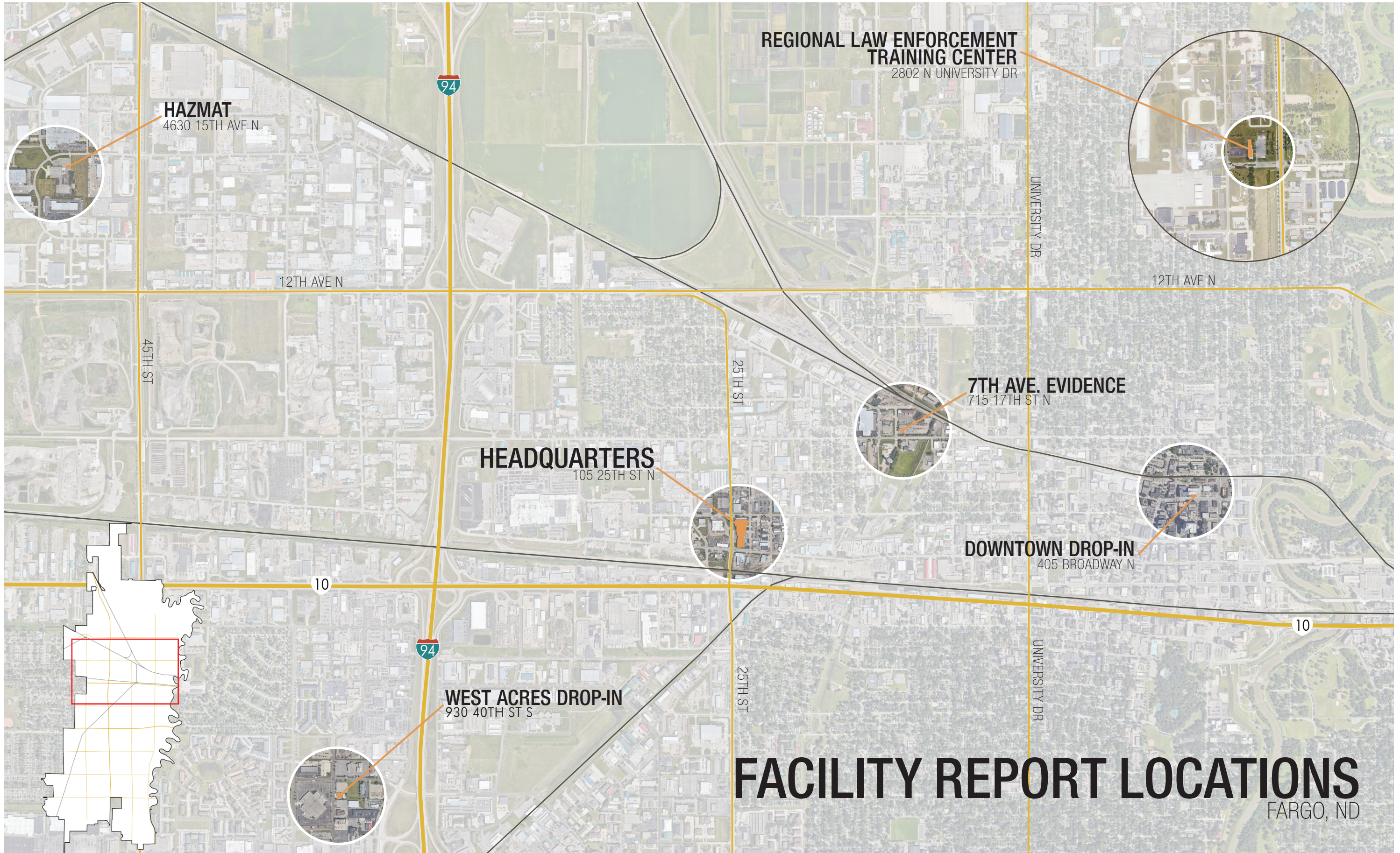
PROFESSIONAL - We demonstrate professionalism by being accountable, competent and character driven in our role to safeguard the community. We strive to implement the latest technologies and law enforcement practices to give our community the best service possible.

DIVERSE - We recognize our community is very diverse. Our Department strives to be inclusive of all cultures and backgrounds while committed to being impartial, unbiased and respectful of all our citizens.

FARGO POLICE DEPARTMENT

ORGANIZATIONAL CHART





**REGIONAL LAW ENFORCEMENT
TRAINING CENTER**
2802 N UNIVERSITY DR

HAZMAT
4630 15TH AVE N

12TH AVE N

12TH AVE N

7TH AVE. EVIDENCE
715 17TH ST N

HEADQUARTERS
105 25TH ST N

DOWNTOWN DROP-IN
405 BROADWAY N

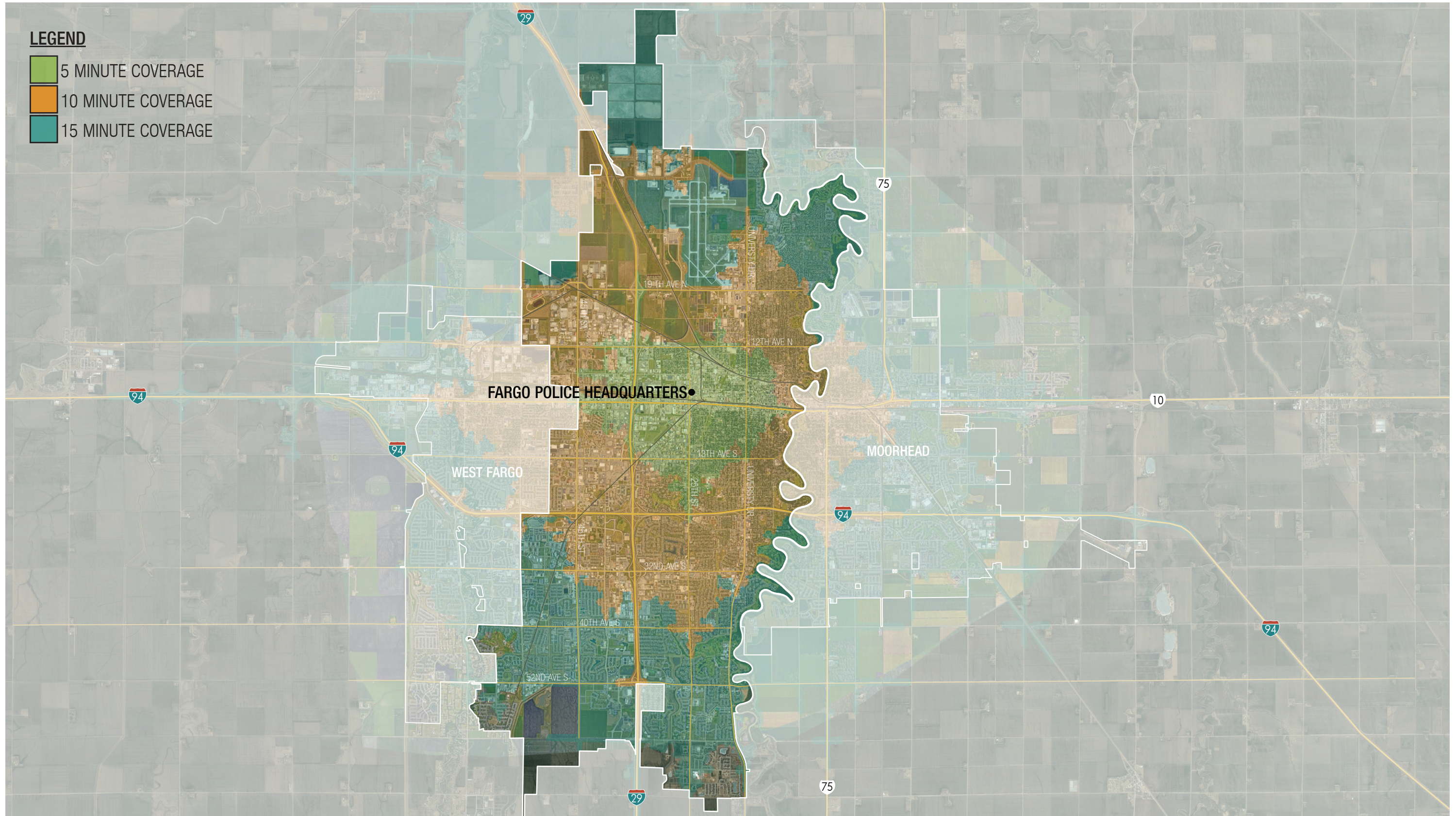
WEST ACRES DROP-IN
930 40TH ST S

FACILITY REPORT LOCATIONS

FARGO, ND

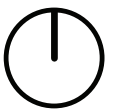
LEGEND

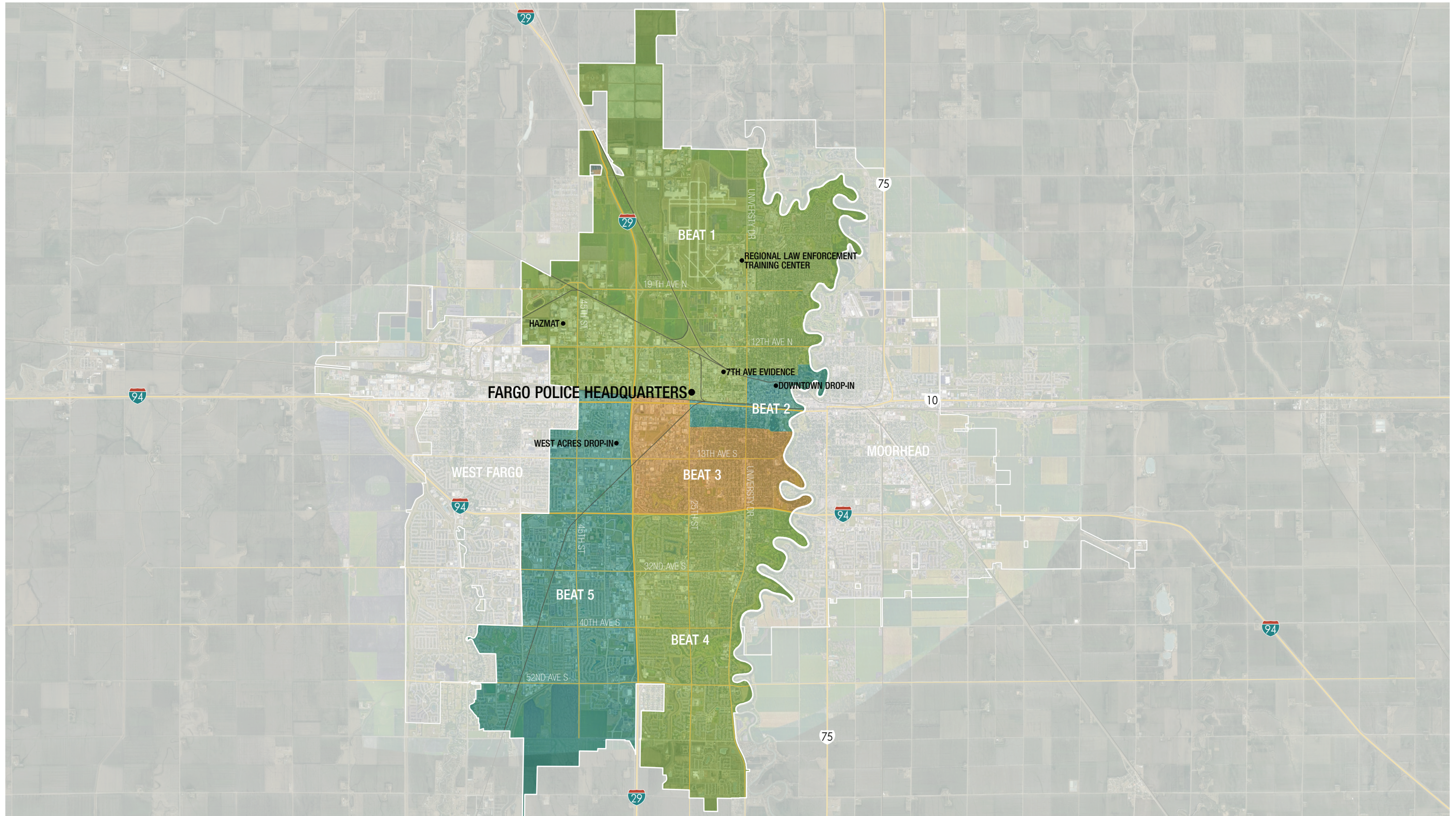
- 5 MINUTE COVERAGE
- 10 MINUTE COVERAGE
- 15 MINUTE COVERAGE



TRAVEL DISTANCE FROM POLICE HEADQUARTERS

FARGO, ND





BEAT MAP

FARGO POLICE DEPARTMENT



COMPARABLE CITIES IN THE REGION

FBI UNIFORM CRIME REPORT DATA

FARGO, NORTH DAKOTA

Area: 49.8 Square Miles
 Road Miles: 516 Miles
 Population (2020): 125,952 People
 Average Sworn/ 1000: 1.4

SIoux FALLS, SOUTH DAKOTA

Area: 73.5 Square Miles
 Road Miles: 900 Miles
 Population (2020): 185,628 People
 Average Sworn/ 1000: 1.38

DULUTH, MINNESOTA

Area: 67.8 Square Miles
 Road Miles: 450 Miles
 Population (2020): 85,846 People
 Average Sworn/ 1000: 1.72

BILLINGS, MONTANA

Area: 45.3 Square Miles
 Road Miles: 500 Miles
 Population (2020): 110,198 People
 Average Sworn/ 1000: 1.37

ROCHESTER, MINNESOTA

Area: 54.7 Square Miles
 Road Miles: 510 Miles
 Population (2020): 118,267 People
 Average Sworn/ 1000: 1.17

RAPID CITY, SOUTH DAKOTA

Area: 55.5 Square Miles
 Road Miles: 350 Miles
 Population (2020): 76,343 People
 Average Sworn/ 1000: 1.75

SIoux CITY, IOWA

Area: 56.9 Square Miles
 Road Miles: 420 Miles
 Population (2020): 82,339 People
 Average Sworn/ 1000: 1.53

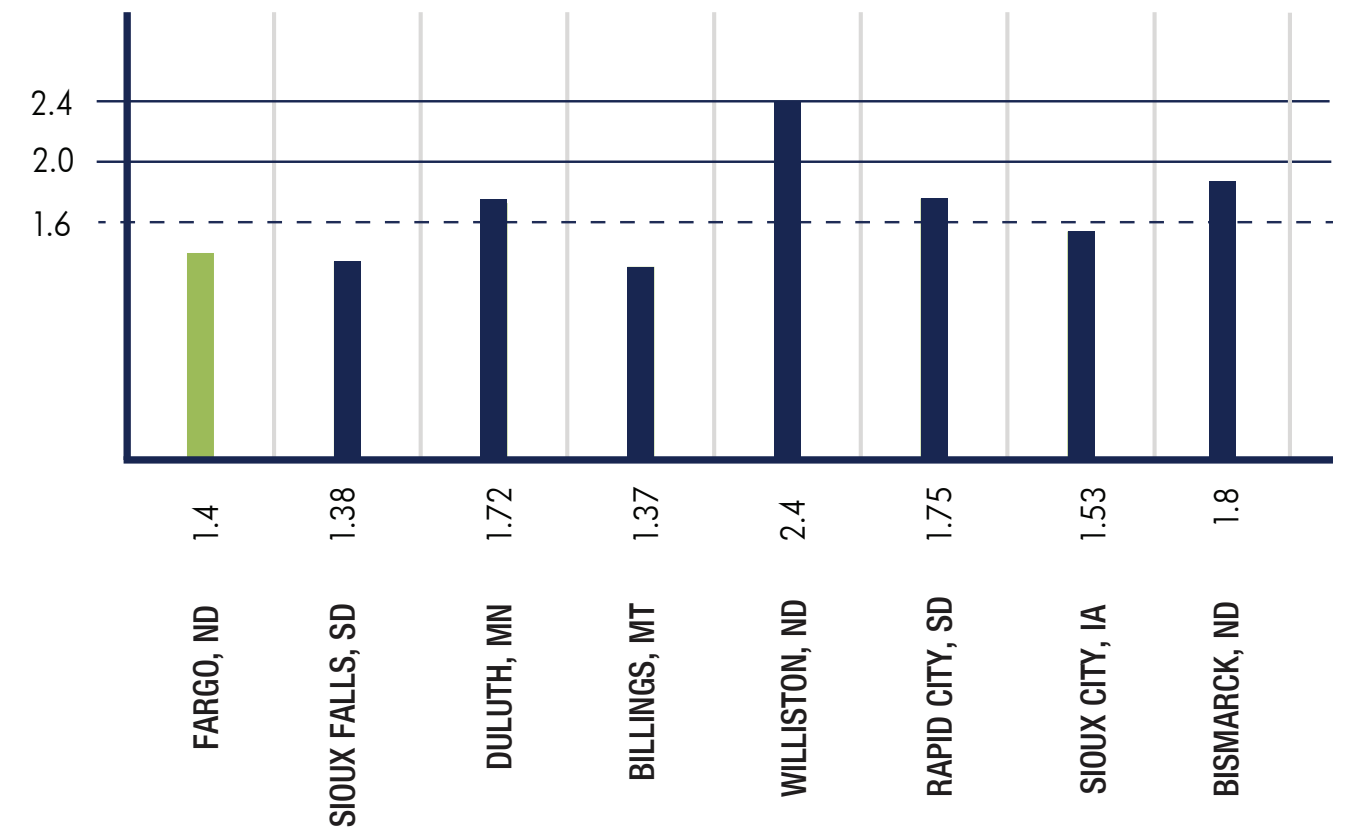
SWORN PER 1000

FBI UNIFORM CRIME REPORT DATA

FBI UNIFORM CRIME AVERAGE SWORN PER 1000

National Average: 2.4/1000
 Population 100,000 - 250,000: 1.7/1000
 State of North Dakota Average: 2.0/1000
 2023 Police Department Strategic Plan: 1.6/1000

COMPARABLE CITIES AVERAGE SWORN PER 1000





SECTION 2:

EXISTING FACILITY CONDITIONS

CURRENT FACILITIES INTRODUCTION

FARGO POLICE HEADQUARTERS

The Fargo Police Headquarters building is the main building for the Fargo Police department. The building is located about 1.5 miles west of downtown in the central area of the city along 1st Avenue between 24th and 25th Street North. This building was originally built for Border States Electric and remodeled for the Fargo Police Department in 2019. This building holds most of the workspaces for officers and administrative employees. In addition, the headquarters has an evidence processing and storage area, public waiting areas and interview rooms. There is also a locker room, briefing room, fitness room and indoor vehicle garage located in the building.

DOWNTOWN DROP-IN

The Downtown Drop-In Facility is a police substation located in Downtown Fargo on the first floor of the Mercantile Apartment Complex at the corner of 4th Avenue North and 5th Street North. The Substation has a meeting room, workstations and lockers. The Downtown Drop-In Facility is mainly used by the Community Engagement Team (CET) of the Fargo Police department. The CET Team is group of officers focused on paroling downtown and working with visitors and stakeholders of the neighborhood to address special public safety concerns related to the downtown area.

WEST ACRES DROP IN

The West-Acres Drop-in facility is a Police Substation located within the West Acres fire station along 40th Street South, in close proximity to the West Acres Mall and surrounding commercial district.

7TH AVENUE EVIDENCE

The 7th Avenue Evidence facility is an evidence storage facility located along 17th Street North and 7th Avenue North in the central area of the city. This facility is used for storage and processing of larger evidence items. The 7th avenue evidence facility shares space with the City of Fargo Impound lot.

HAZMAT STORAGE BUILDING

The Hazmat Storage building is a building located adjacent to the City of Fargo Public Safety Building along 15th Avenue North in the Northwest area of the city. The building is limited in space and only used for storage of Hazardous material evidence. The City of Fargo Public Safety Building is also the home of Fargo Fire Station 6 and the Cass County Emergency Management Department Offices.

REGIONAL LAW ENFORCEMENT TRAINING CENTER

The Fargo Regional Law Enforcement Training Center is a joint training facility located off of North University Drive in the northern area of the city. The facility is shared between the Fargo Police Department, West Fargo Police Department, Cass County Sheriff's Department, North Dakota State University Police Department and the North Dakota Air National Guard. The facility includes an instruction area and a firing range and is used to facilitate the Fargo Police Academy.



Fargo Police Headquarters



Downtown Drop-In



West Acres Drop-in



7th Avenue Evidence



Hazmat Storage Building



Regional Law Enforcement Training Center

DEFICIENCY DRIVERS



POLICE HEADQUARTERS

105 25TH STREET NORTH

LOT SIZE: 4.69 acres

BUILDING SIZE: 48,500 SF (99,500 SF total including garage parking)

BACKGROUND INFORMATION

The existing Fargo Police headquarters was built in 1989 as a 63,500 SF office and warehouse for Border States Electric Company. While Border States Electric Company occupied the building they added on an additional 35,000 to the building during 2 separate additions. The Building is a precast concrete exterior with a steel structure. The Fargo Police Department moved into the building after an extensive interior renovation in 2019. While the lot and building are still owned by Border States Electric, there is a plan in place for the City of Fargo to purchase the building and property in the coming years.

The Fargo Police Headquarters are located on 25th Street North between 1st and 3rd Avenues, about 1.5 miles west of Downtown Fargo. The area of the Police Headquarters is surrounded by general commercial and industrial buildings, including the Fargo Public Works building directly adjacent to the north. The parcel of the existing facility is around 3.25 acres. A parking lot across 24th Street North provides about 1.4 acres of personal vehicle parking for officers.

BUILDING DEFICIENCIES

- The Lobby and Entrances do not have ballistic glazing, presenting a security risk to staff and officers.
- The Building was not originally intended to be a Police facility, causing some operational issues
- The structure potentially does not meet the International building code standard for a Risk Category IV, "Designated Essential Facility" building.
- Operational inefficiency within existing building footprint.
- Community Engagement and relationships - Fargo PD Image
- Visual Engagement with Public

SITE DEFICIENCIES

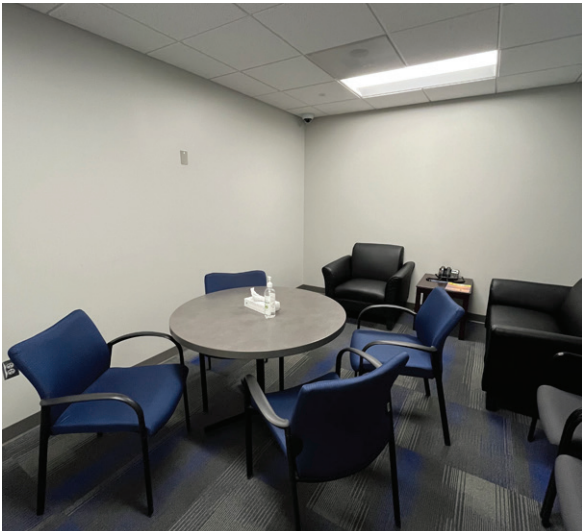
- 24th Street North separates the building from officer parking, both that parking lot and the parking lot directly adjacent to the police headquarters are unsecured, presenting a security risk for staff and officers as well as to their vehicles.
- There is a railroad directly to the south of the Police headquarters, which has the potential to restrict easy access to certain areas of the city in the event of a train emergency or derailment.
- The current headquarters site is not in a central location within the city, leading to longer police response times in growing areas of the city that are up to a 15 minute drive away.
- Unsecured Outdoor Employee Parking.
- Location - affects response time and Patrol Operations



PHYSICAL CONDITION OF CURRENT FACILITY



PUBLIC ENTRY & LOBBY



OFFICE MANAGERS & RECORDS



BRIEFING & REPORT AREA

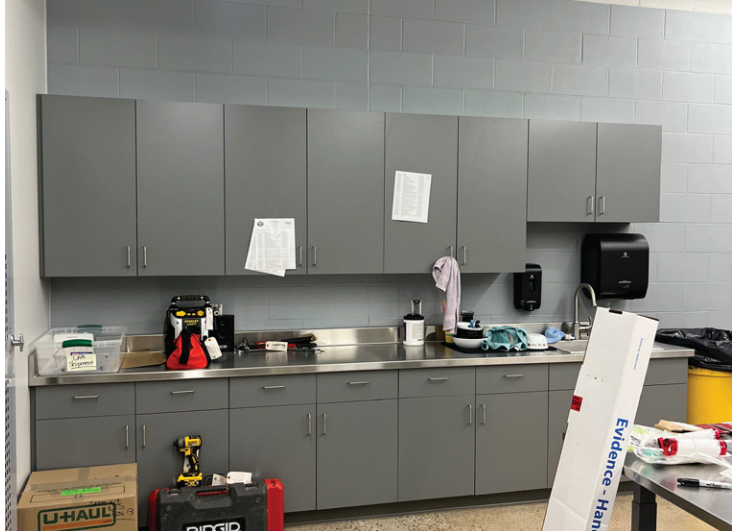
PHYSICAL CONDITION OF CURRENT FACILITY



ADMINISTRATION AND INTERVIEW AREAS

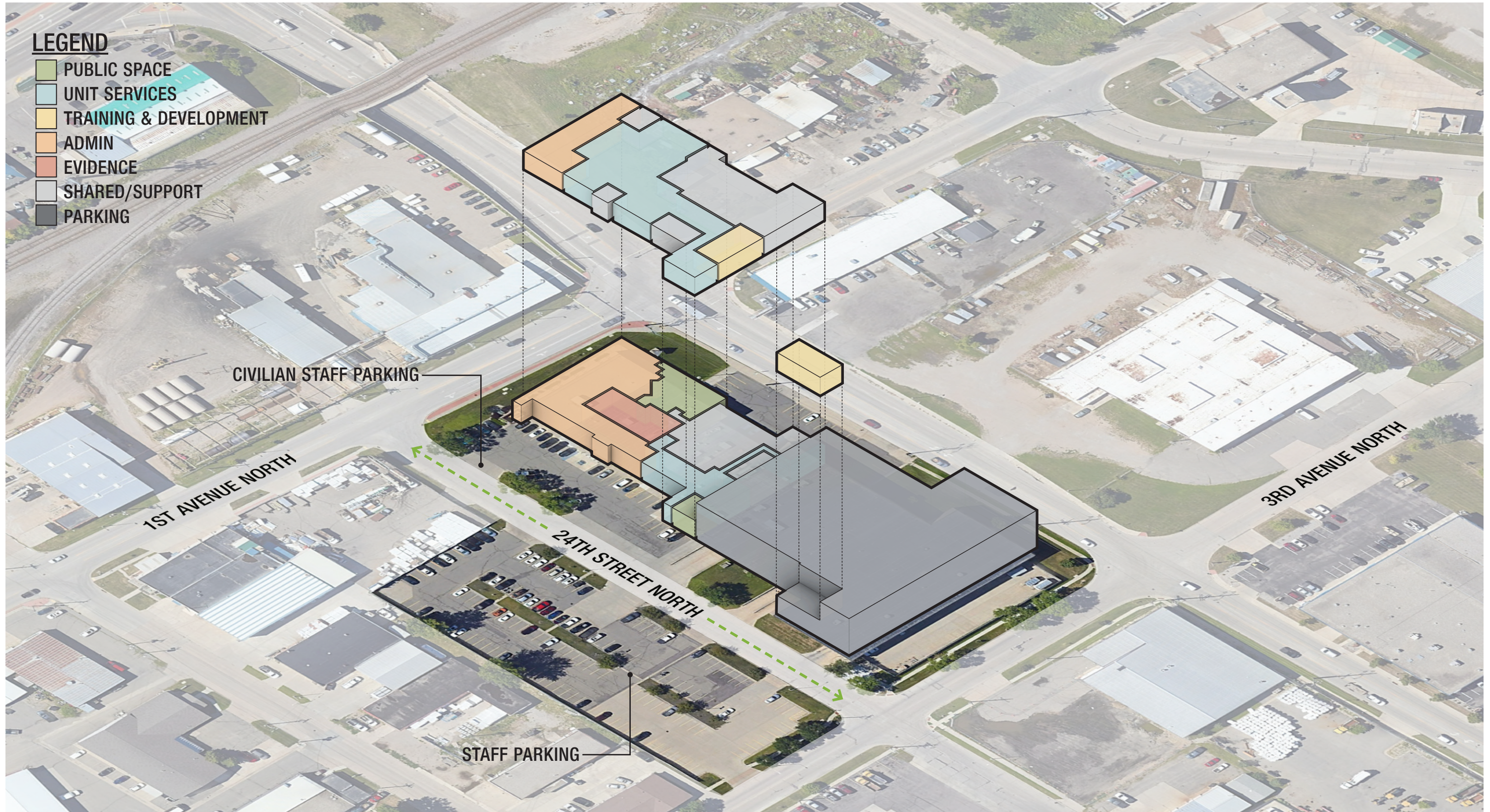


EVIDENCE PROCESSING AREA



EVIDENCE STORAGE AREA





LEGEND

- PUBLIC SPACE
- UNIT SERVICES
- TRAINING & DEVELOPMENT
- ADMIN
- EVIDENCE
- SHARED/SUPPORT
- PARKING

CIVILIAN STAFF PARKING

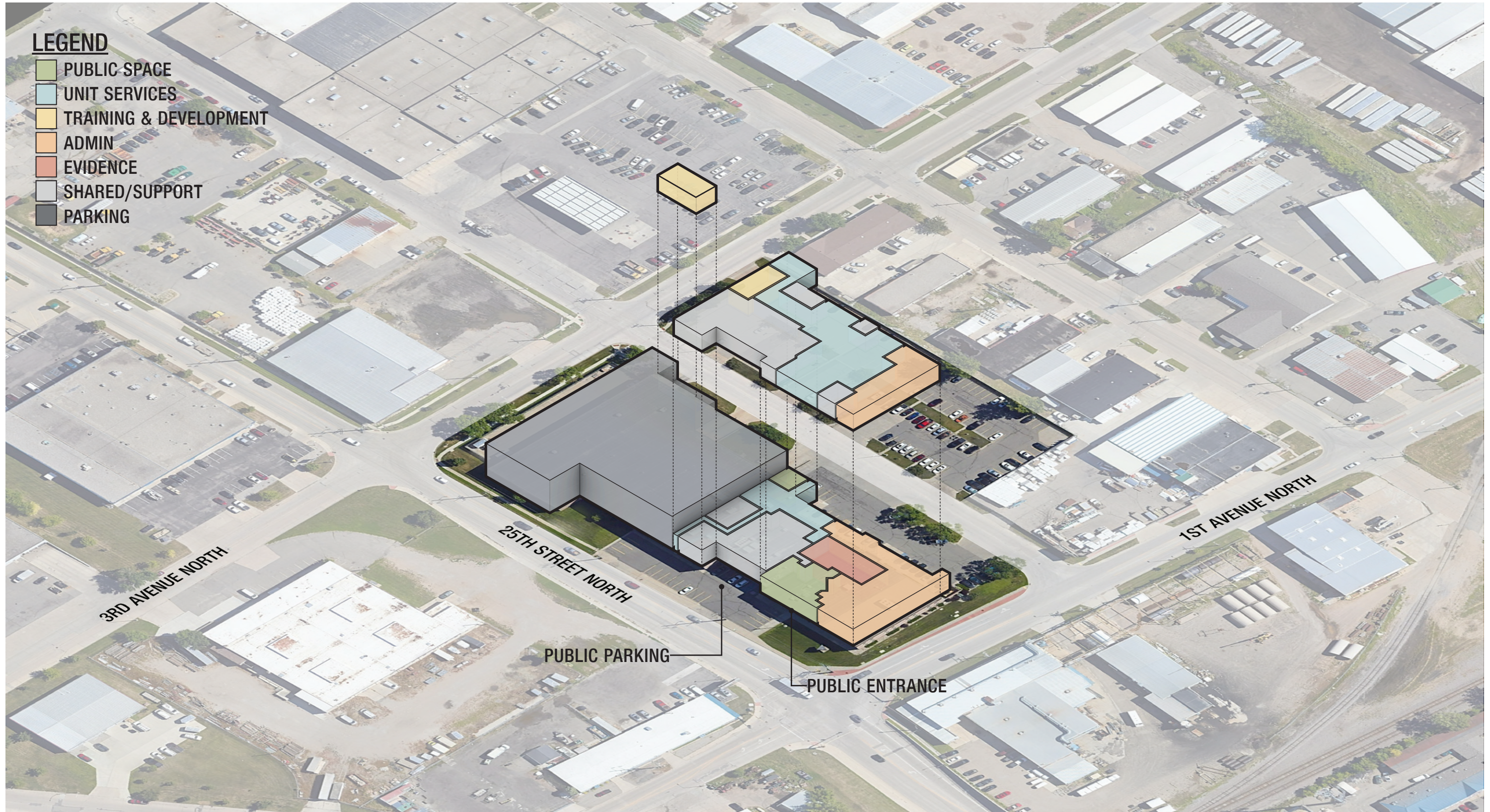
1ST AVENUE NORTH

24TH STREET NORTH

3RD AVENUE NORTH

STAFF PARKING

EXISTING FACILITY OVERVIEW
NE VIEW



EXISTING FACILITY OVERVIEW

SW VIEW



EXISTING FLOOR PLAN

MAIN LEVEL PARTIAL PLAN



EXISTING FLOOR PLAN

SECOND LEVEL PARTIAL PLAN

RISK CATEGORY IV CLASSIFICATION

Chapter 16 “Structural Design” of the International Building Code (IBC) prescribes minimum structural loading requirements for the design and construction of buildings and structures to resist load and forces they will encounter, which is intended to minimize hazard to life and improve the occupancy of essential services. The structural design criteria of the IBC apply to all buildings and structures.

The risk category determined in this table generally increases with the importance of the facility, which relates to the availability of the facility after an emergency, and the consequence of a structural failure on human life. The categories range from Risk Category I, which represents the lowest hazard to life, through Risk Category IV, which encompasses essential facilities.

Table 1604.5 of 2021 IBC Code:

RISK CATEGORY	NATURE OF OCCUPANCY
IV	<p>Buildings and other structures designated essential facilities, including but not limited to:</p> <ul style="list-style-type: none"> • Group I-2, Condition 2 occupancies having emergency surgery or emergency treatment facilities. • Ambulatory care facilities having emergency surgery or emergency treatment facilities. • Fire, rescue, ambulance and police stations and emergency vehicle garages • Designated earthquake, hurricane, and emergency shelters • Designated emergency preparedness, communications and operations centers and other facilities required for emergency response. • Power-generating stations and other public utility facilities required as emergency backup facilities for Risk Category IV structures. • Buildings and other structures containing quantities of highly toxic materials that: <ul style="list-style-type: none"> Exceed maximum allowable quantities per control area as given in Table 307.1(2) or per outdoor control area in accordance with the International Fire Code; and Are Sufficient to pose a threat to the public if released. ^A • Aviation control towers, air traffic control centers and emergency aircraft hangars. • Buildings and other structures having critical national defense functions. • Water storage facilities and pump structures required to maintain water pressure for fire suppression.

A. Where approved by the building Official, the classification of buildings and other structures as Risk Category III or IV based on their quantities of toxic, highly toxic or explosive materials is permitted to be reduced to Risk Category II, provided that it can be demonstrated by a hazard assessment in accordance with section 1.5.3 of ASCE 7 that a release of the toxic, highly toxic or explosive materials is not sufficient to pose a threat to the public.

Risk Category IV

These are buildings that are considered to be essential in that their continuous use is needed, particularly in response to disasters. Fire, rescue and police stations, and emergency vehicle garages must remain operational during and after major events such as earthquakes, floods or hurricanes. The phrase “designated as essential facilities” refers to designation by the building official that certain facilities are required for emergency response or disaster recovery. This provides jurisdictions the latitude to identify specific facilities that should be considered essential in responding to various types of emergencies. These could include structures that would not otherwise be included in this risk category. This designation would only be made with consideration of broader public policy, as well as emergency preparedness planning within the Jurisdiction in question. The reasons for including facilities such as hospitals, fire stations, police stations, emergency response operations centers, etc., Should be self-evident. Some items warranting additional discussion are as follows:

- Designated emergency shelters and designated emergency response facilities. These items repeat the term “designated”, which is referring to designation by the building official that the facilities have been identified as necessary for sheltering evacuees or responding to emergencies (see discussion of “designated” above).For example, an elementary school having an occupant load of 275 would typically be considered a Risk Category III facility. If that school is designated as an emergency shelter, then the school will be considered a Risk Category IV building.
- Facilities supplying emergency backup power for Risk Category IV. A power- Generating station or other utility (such as a natural gas facility) is to be classified as Risk IV only if the facility serves an emergency backup function for a Risk Category IV building, such as a fire station or police station. Otherwise, the power-generating station or utility should be classified as Risk Category III.
- Structures with quantities of highly toxic materials in excess of the quantities permitted for a control area in Table 307.1(2). This applies only to “Highly toxic materials” (see definition, section 202), which are covered in the second row of Table 307.1(2). That table lists the maximum allowable quantities per control area of materials posing a health hazard since use of control areas is permitted by Table 307.1(2), it is reasonable to recognize the control area for the purpose of making this risk category IV determination. In other words, this applies to occupancies that are classified as Group H-4 Based on the quantities of highly toxic material exceeding the permitted quantity within a control area. However, recognizing control areas means that both the risk category as well as the occupancy classification could be lowered by adding either fire-resistance rated walls or floor/ceiling assemblies in order to divide the building into a number of smaller control areas. The additional wording “... Sufficient to pose a threat to the public if released,” places a further qualification on the material quantity, but it is subjective since the threat to the public could be difficult to determine. Also note that a Group H-4 occupancy classification could be based on exceeding the quantities permitted for toxics or corrosives [see Table 307.1(2)], but the presence of those materials would not affect the assessment of the facility as Risk Category IV.

Source: 2023 International Building Code and Commentary (IBC)

RISK CATEGORY IV CLASSIFICATION

September 15th, 2023

JLG Architects
Attn: Rob Remark, AIA
214 Broadway
Fargo, ND 58102

RE: Fargo Police Department Headquarters
Initial Category IV Study
Fargo, ND
HE # 039.0224

Mr. Remark:

Heyer Engineering (Heyer) has been asked to perform a structural feasibility analysis on the current Fargo Police Department Headquarters building at 105 25th Street N in Fargo, ND. The purpose of the feasibility study was to ascertain the relative capability of the current existing structure to meet Risk Category IV requirements as defined in the current International Building Code 2021 as adopted by the State of North Dakota and the City of Fargo. To our understanding, the Fargo Police Department (FPD) is currently undertaking a master planning effort to determine the future facility needs of the FPD which includes the assessment of current facilities.

Observation

As part of Heyer's scope of work, Heyer performed a limited structural observation of the building on the morning of August 31st, 2023. The purpose of the observation was to observe and assess the general structural condition of the structure and to identify the construction types and framing systems utilized. Heyer walked the structure and utilized a ladder to view the structure in the building's plenum spaces at select locations. The observation was purely visual in nature. No destructive, invasive, or advanced testing/observation methods were utilized.

The current FPD Headquarters building is primarily a structural steel beam and column structure with exterior insulated precast wall panels. The roof structure is essentially flat and is composed of open web steel joists with steel decking. The 2nd floor/mezzanine structure(s) are constructed of poured concrete slabs on steel form decking supported by open web steel joists. Foundations are constructed of cast-in-place concrete foundation walls and conventional spread footings. The original portion of the building was constructed in 1990. Two subsequent major additions were added, the north addition circa 1994 and the south addition circa 2005. Both additions were similar construction type as the original building. It is our understanding that the original construction documents for the structures have not been located. Overall, in Heyer's opinion the building appears to be in good condition, no structural significant deficiencies were noted.

Analysis and Discussion

Model building codes typically address ensuring structural design adequacy in two ways: by determining a design load (wind, snow, seismic, etc...) based on the source and the probabilistic chance that design load would occur; and secondly by applying safety factors to the ultimate capacity structural member/material being utilized. The current code in effect in Fargo is the 2021 International Building Code (IBC) as adopted by the State of North Dakota/City of Fargo. Chapter 16 (Structural Design) of the IBC section 1604.5 essentially states that every structure must be assigned a "Risk Category" for structural design. The code designates four Categories IV, III, II, and I. A quick synopsis of each category and its structural implications are below.

- **Category IV** – The highest category, Category IV (Cat IV) is assigned to structures designated at essential facilities, such as Ambulatory, Emergency Treatment Facilities, Fire, Rescue, Police, Emergency Shelters, Communications/Operations Centers, Etc... The importance factor applied to design loads for Cat IV are as follows:
 - Snow – $I_s = 1.20$
 - Wind – $I_w = 1.00$
 - Seismic – $I_e = 1.50$
- **Category III** – Category III (Cat III) is assigned to structures where failure could pose a substantial risk to human life. Generally, these are assembly type buildings such as: stadiums, arenas, public assembly spaces of more than 300 people. The importance factor applied to design loads for Cat III are as follows:
 - Snow – $I_s = 1.10$
 - Wind – $I_w = 1.00$
 - Seismic – $I_e = 1.25$
- **Category II** – Category II (Cat II) is described in the code as all buildings except those listed in Risk Categories I, III, and IV. Risk Category II is considered the catch-all or default selection if buildings do not specifically fit into the other categories.
 - Snow – $I_s = 1.00$
 - Wind – $I_w = 1.00$
 - Seismic – $I_e = 1.00$
- **Category I** – Category I (Cat I) is the lowest category and is for buildings that would represent a low hazard to human life. Structures such as agricultural, temporary facilities, or minor storage, etc. Basically, a structure that is not regularly occupied.
 - Snow – $I_s = 0.80$
 - Wind – $I_w = 1.00$
 - Seismic – $I_e = 1.00$

RISK CATEGORY IV CLASSIFICATION

The current building was originally the headquarters for Border States Electric, a commercial business entity. This type of use typically would be assigned to Risk Category II (Cat II). In Heyer's opinion it is most probable the original structure was therefore designed to Cat II parameters. (It is to note that in the UBC 1988 used similar terminologies for occupancy categories but reversed the order. i.e. in 1988 a "Standard Occupancy Structure" was Category I building with an Importance Factor $I = 1.00$.)

Comparing the importance factors for Cat IV and Cat II listed above, the Seismic loading gets a larger 1.50 factor vs a 1.00 factor. However, seismicity loads in Fargo are very low to almost negligible and adding a factor to a very small or negligible value is still very small. Wind loading designs almost universally controls the lateral design of structures in the Fargo area.

When comparing Wind loads factors there is no change, $I_w = 1.00$ for both Cat IV and Cat II. The adjustment for wind load for categories is made elsewhere in the code by increasing the required ultimate design wind speed. In this case the difference between a Cat IV and a Cat II building is 124 mph vs 111 mph. However, wind load design calculation methods have arguably changed the most over the years and from code version to code version. The original structure and the 1994 addition would have been built and designed under the Uniform Building Code (UBC), the 1985 or the 1991 editions respectively. Using UBC 1988 for the wind design of the original building and using the then stipulated nominal wind speed of 90 mph from that code, wind pressures calculated and used for the original design of the building were essentially similar to Cat IV wind designs of today's IBC 2021 Code.

For our analysis on the PFD building, Snow loading is the criterion that has the most impact from the Category IV designation. For the current building at a Cat IV designation, the normal (Cat II) calculated roof snow load in Fargo of 35 psf would be multiplied by a factor of 1.2 to equate to 42 psf (Cat IV). Another structural complication for rating the building today under today's Cat IV designation is the evolution of the building code itself. Using the either of the UBC 1988 or UBC 1991, these two codes the normal calculated roof snow load in Fargo could be calculated to be as low as 25 psf. However, in Heyer's experience 30 psf was most commonly used load value in this era by structural engineers. When comparing 30 psf (Cat II) to the 42 psf it is only approximately 71% of the load that would be required for a Cat IV building today. With the creation of IBC codes in the year 2000 the required design snow loads generally increased in the Fargo area. The 2005 addition would have been designed under the 2003 IBC. The normal calculated roof snow load in Fargo (at a Cat II level) would have been 35 psf or roughly 83% of the load that would be required for a Cat IV building.

While most structural engineers generally "over-design" structures to some degree, in Heyer's opinion it is unlikely that the existing structures roof members were designed for the roughly extra 30% design capacity. As such, some or perhaps all of the structure's roof supporting members (beams, joists, deck, columns, footings) would need to be modified, augmented or replaced to support the new higher design loads for a Cat IV

designation. Potential structural remedies to increase the load bearing capacity of the roof member could potentially include:

- Providing additional support members or the replacement of the steel roof deck,
- The strengthening of existing open web steel joist members by the welding of additional plates, angles, or bars to each existing joist,
- The supplementation of existing of existing joists with additional joists to lessen the load supported by each joists,
- The reinforcement of existing steel beams by the welding of additional plates, angles, or bars to each existing beam,
- The plating of existing columns by the welding of additional plates or bears to each existing columns,
- The installation of additional columns and foundations,
- The addition of additional concrete to existing interior footings.

Summary, Conclusions, Recommendations

It is Heyer's professional opinion that the current FPD Headquarters Building is structurally sound at this time and appears to be in good condition relative to the structure's age. Upon our visual walk through of the building, Heyer did not note any significant structural deficiencies.

However, it is also Heyer's opinion that the building cannot be designated a Risk Category IV structure as defined by the IBC 2023 at this time. It is important to note that without existing as-built construction documents, Heyer analysis and opinion are based solely on the code load increases and estimation of structural designs of the past. In order to truly certify the structure, the structural scope of work would need to be greatly increased. A total survey, including field measurements of all structural members would need to be performed and then structural analysis done on each different member. Again, because of the magnitude of the code load increase, it is Heyer's opinion that this analysis would lead to necessity of the structure reinforcement, augmentation, and/or replacement outlined above. The construction/installation of such reinforcements would be very invasive to the operation of the building. The building would at least partially need to be opened up to the elements for some time to allow access for construction activities. Services and utilities would be interrupted as wires, conduits and ducts would need to be removed in order to install reinforcement and then reinstalled when the work is complete. Employees and/or their equipment would need to be relocated under spaces being worked on at the time.


Because of the large number of unknown and the potential wide range of construction scope, Heyer is unable to provide a cost estimate for construction cost to bring the structure up to a Cat IV at this time. Without existing building construction documents, a building survey and structural design/analysis would need to be completed in order to determine the type, quantity, and magnitude of reinforcement or replacement work to be done. This

RISK CATEGORY IV CLASSIFICATION

work would be a large and time-consuming design effort considering the size of the structure. The location of existing structural construction documents would greatly aid in that analysis effort. Also, much of the cost of intricate steel member reinforcement would also depend on the skill of the selected contractor and their means and methods they would choose to employ.

This report has been a high-level overview of is issues at hand in ultimately designating the current FPD Headquarters building as a Cat IV structure. Heyer would be happy to discuss any of these items or processes further in greater detail if desired. If there are any questions or comments, please do let us know.

Respectfully Submitted,
HEYER ENGINEERING, INC



Eric A. Greiff, PE (ND PE-4983)
Principal

DOWNTOWN DROP-IN

511 4TH AVENUE NORTH

LOT SIZE: 4.69 acres

BUILDING SIZE: 1,600 SF

BACKGROUND INFORMATION

The Downtown Drop-in police substation is a storefront located in the Mercantile Apartment complex, which was built in 2021. The Police Department moved into this location in 2022. The substation is 1,600 SF of office and conference room space as well as a locker area for employees. The main occupants of the drop-in facility are Downtown Resource Officers, who are a group of officers specially assigned to Downtown Fargo and the surrounding area. The location of this substation is at the corner of 4th Avenue North and 5th Street North, near the center of downtown. Immediately outside of the building, the Fargo Police Department has two reserved street parking spots.

BUILDING DEFICIENCIES

- The exterior windows of the substation are standard windows without any special ballistic safety glazing or film. This presents a security risk to staff and people inside the building.
- It is our understanding that current renovations “fixes” are planned for exterior windows and openings.
- The building has little exterior visibility. In order to monitor the recessed vestibule, officers have installed external cameras, but this design flaw continues to pose an external security threat to officers.
- Building does not have the ability for proper expansion as the downtown population grows.

SITE DEFICIENCIES

- Parking remains limited for office and police vehicles, this presents a safety risk to staff and people inside their vehicles.



PHYSICAL CONDITION OF CURRENT FACILITY



EXTERIOR



KITCHEN AREA



CONFERENCE AREA



OPEN OFFICE AREA



WEST ACRES DROP-IN

930 40TH STREET SOUTH

LOT SIZE: 4.69 acres

BUILDING SIZE: 5,000 SF

BACKGROUND INFORMATION

Building should be declared unusable for police purposes. A manual key system remains in place for entry, and there are only a few touchdown spaces. No available land for future police and fire department growth.

BUILDING DEFICIENCIES

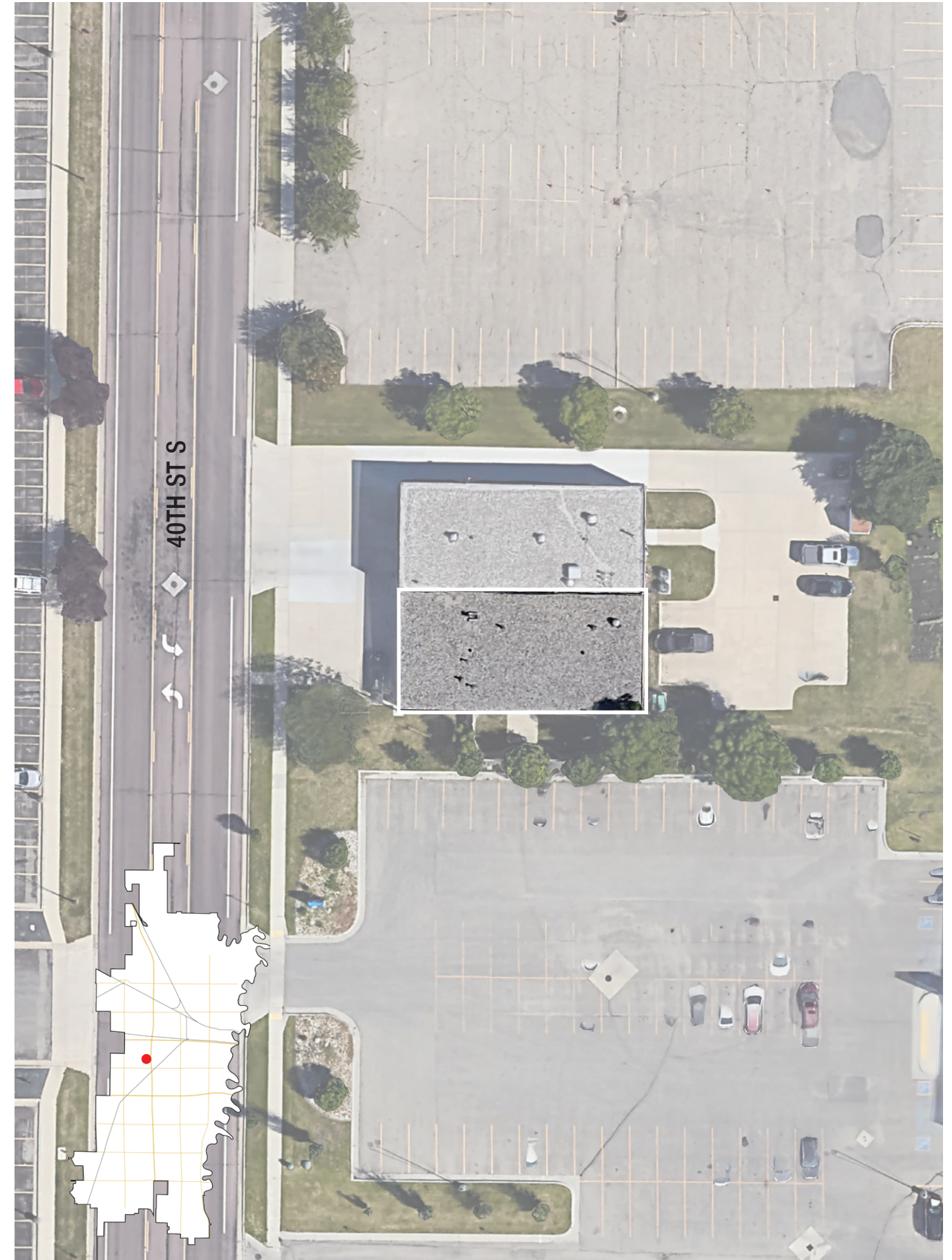
- Building is outdated and not up to current security standards.

SITE DEFICIENCIES

- No available land for future police and fire department growth.
- The building is too small for police use, but the site location within the city does hold potential.



PHYSICAL CONDITION OF CURRENT FACILITY



7TH AVE EVIDENCE

715 17TH STREET NORTH

LOT SIZE: 4.69 acres

BUILDING SIZE: 4,150 SF

BACKGROUND INFORMATION

This building was not built or located for police and evidence functions. Safety and security of evidence items and police staff are at risk within this building. The building could easily be accessed and breached. The police and evidence function should be completely removed from this building.

BUILDING DEFICIENCIES

- Limited space for indoor vehicle evidence management.
- Building security.
- Inadequate evidence processing areas, including vehicle processing and storage.
- Inadequate temperature and air control for evidence processing.

SITE DEFICIENCIES

- Site security.
- No secure office and civilian parking



PHYSICAL CONDITION OF CURRENT FACILITY



EXTERIOR



EVIDENCE PROCESSING



EVIDENCE STORAGE AND GARAGE



HAZMAT

4630 15TH AVENUE NORTH

LOT SIZE: 0.0 acres

BUILDING SIZE: 1,150 SF

BACKGROUND INFORMATION

Building is too small for current and future Police needs. Site as remains is an out-of-touch location, adding additional unwanted time to evidence processing.

BUILDING DEFICIENCIES

- Building should be located near police headquarters.
- The building is not secure.
- Improper key and evidence storage systems.

SITE DEFICIENCIES

- The site location is not in proximity to all other evidence buildings.
- Location in relationship to PD Headquarters.



PHYSICAL CONDITION OF CURRENT FACILITY



HAZMAT STORAGE

REGIONAL LAW ENFORCEMENT TRAINING CENTER

2802 NORTH UNIVERSITY DRIVE

LOT SIZE: 4.69 acres

BUILDING SIZE: 11,150 SF

BACKGROUND INFORMATION

The Regional Law Enforcement Training Center is co-owned by the City of Fargo and State of North Dakota. The Training center is used jointly between the City of Fargo Police Department, West Fargo Police Department, Cass County Sheriff's Department, North Dakota State University Police and North Dakota Air National Guard. The Fargo Police Department uses this building for the Fargo Police Academy and officer training. The facility has training classrooms and an firing range.

BUILDING DEFICIENCIES

- The building is dated and not built as a proper police and training facility.
- The current training center is a shared facility between City of Fargo Police Department, West Fargo Police Department, Cass County Sheriff's Department, North Dakota State University, and North Dakota Air National Guard.

SITE DEFICIENCIES

- Located a far distance from the current headquarters, creating additional travel time for recruits and officers.



PHYSICAL CONDITION OF CURRENT FACILITY



EXTERIOR



TRAINING AND CLASSROOM



KITCHEN, BATH AND LOCKER ROOMS



FIRING RANGE

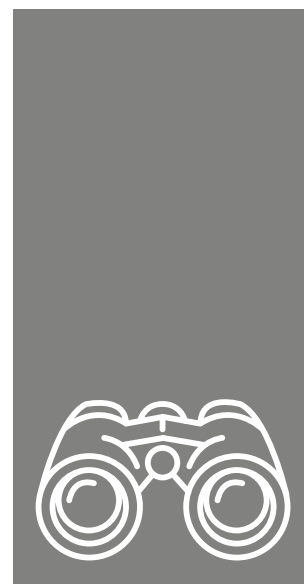




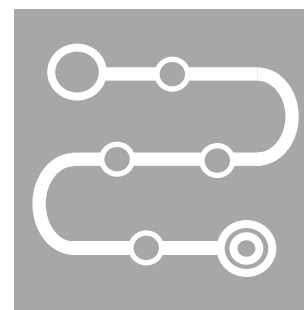
PROJECT OVERVIEW



ANALYSIS OF
EXISTING
CONDITIONS



CREATING A VISION



GROWTH
ROADMAP



APPENDIX



SECTION 3:

EXISTING AND COMPARABLE FACILITY EXAMPLES

SITE IDENTITY AND FRONT ENTRY



CURRENT FACILITY

- Multiple exterior doors/vestibules increase security risk to staff
- Adequate parking is not provided/or possible (staff or public)
- Facility lacks a civic presence for the city
- The current site has minimal site security for the staff. This provides unnecessary and unwelcome interactions with the public. 24th street running through the building site and parking exacerbates this issue.

EXAMPLES

Clear, distinct signage.

Main Functions:

- Identity
- Way finding
- Presence



LOBBY AND RECEPTION



CURRENT



CURRENT



CURRENT LOBBY AND RECEPTION

- The current lobby is not secure for staff, lack of ballistic glazing in and outside of the lobby area poses a significant security threat.
- No visual control of visitors approaching or entering the building.
- Lobby / Public Entry is not inviting or secure.



EXAMPLES

- Safety; ballistic-rated glazing creates separation between public and staff
- Welcoming space for visitors; waiting area, restrooms, and soft interview rooms are accessible to public
- Communicates PD identity and pride

EVIDENCE PACKAGING AND STORAGE



CURRENT



CURRENT



CURRENT EVIDENCE PACKAGING

- Inefficient storage systems make organization more challenging
- Lack of evidence storage space in a single location, three separate evidence storage areas create potential gaps in the chain of command process
- Potential gaps in chain of command processes
- Internal location of evidence intake increases the risk of bio-hazard exposure.

EXAMPLES

- Ample counter space allows for officers to effectively package evidence
- Evidence lockers conveniently located to maintain chain of custody



SECURE PARKING



CURRENT PARKING

- The secure parking facility is presently undersized and can only accommodate a limited number of officer vehicles. This results in a large volume of patrol, police, and personal vehicles being left outside and unsecured.
- Currently, the garage faces a challenge as it lacks a floor drain, causing snow to be dragged in during winter. This snow accumulation results in pooling on the floor, leading to the deterioration of the concrete.



EXAMPLES

- The line between public and secure staff parking is drawn by architectural walls, fences and card-reader activated secure gates.
- Weather protection
- Proximity to operations

SECURE EMPLOYEE PARKING



CURRENT PARKING

- The current site poses a security challenge with the walk across the public street to access the building. This vulnerability is compounded by the fact that officers' vehicles are openly visible to the public.
- The existing site lacks essential features, including secure staff parking, delineated by architectural walls, fences, and card-reader activated secure gates to establish a clear boundary between public and staff parking.



EXAMPLES

- The line between public and secure staff parking is drawn by architectural walls, fences and card-reader activated secure gates.

COMMUNITY / TRAINING ROOM



CURRENT

CURRENT TRAINING ROOM

- Training/community room is not on the public (non secure) side of the building.
- Facility does not promote pride of place – a setback in recruitment and retention
- No space to invite the public in and foster relationship with the community



EXAMPLES

- Large public gathering space
- Welcoming space that conveys transparency
- Flexibility; movable, stackable furniture allows for room to be multipurpose

FITNESS ROOM



CURRENT



CURRENT



CURRENT FITNESS ROOM

- The current fitness room is a corner of the garage.
- Lacks natural daylight and connection to outdoors

EXAMPLES

The Fitness Room is often a subject of pride and enthusiasm for Police Departments as it provides another layer of wellness for the staff.

Main Functions:

- Facilitate whole body well-being
- Create camaraderie among staff



LOCKER ROOMS



CURRENT LOCKER ROOM

- Inefficient space in locker room area
- Lockers lack needed ventilation and electrical needs for equipment
- Limited expansion options for increased staff needs.



EXAMPLES

- Modern locker systems make storage of Police Department equipment effective
- Enhances officers pride of place within their station

REGIONAL LAW ENFORCEMENT TRAINING CENTER



CURRENT



CURRENT



CURRENT TRAINING CENTER

- The current training center is a shared facility between City of Fargo Police Department, West Fargo Police Department, Cass County Sheriff's Department, North Dakota State University, and North Dakota Air National Guard.

EXAMPLE

- Training Center incorporates current and future trends in law enforcement training.
- Training Center communicates PD identity and pride, can be used as a tool for officer recruitment and retention



REGIONAL LAW ENFORCEMENT TRAINING CENTER

RECENT TRENDS IN LAW ENFORCEMENT TRAINING

Realistic Movement



Projection Training

Filmed scenarios projected onto screens. Shot detection and freedom of movement.

Decision Making



Driving Simulator

Practice driving on different terrains and atmospheric conditions. Reduces preventable accidents

Immersive Reality



Augmented Reality

Blends real environments and obstacles with computer aided images.

Latest Tactics



Range Scenario Projector

Next generation simulation includes projection of incident background scenes on walls and floor of range.

Drone Operations



Drone Training Multi-Use

Monitoring Incidents, Suspect Identification/ Pursuit, Safety Inspections, Disaster



SECTION 4:
**SPACE NEEDS
SUMMARY**

SPACE NEEDS SUMMARY

	STAFF					SQUARE FOOTAGE			
	CURRENT	1.6 PER 1000	2.0 PER 1000	2035	2045	CURRENT	2023 GOAL	2035	2045
SWORN:	192	210	262	324	359				
CIVILIAN:	28	32	39	48	53	68,923*	116,129	134,563	159,089
GRAND TOTAL:	220	242	301	372	412				

*Current building square footage is for the existing headquarters facility only. Does not include indoor parking or other off-site facilities.

The projected population calculations have been extracted from the Metro COG Baseline 2050 Demographic Forecast and incorporate the North Dakota baseline rate of 2.0 sworn per 1000.

SPACE NEEDS SUMMARY

COMPONENT	STAFFING				AREA REQ				REMARKS	
	2023	2023 RIGHT SIZE	10-YEAR	20-YEAR	2023	2023 RIGHT SIZE	10-YEAR	20-YEAR		
POLICE DEPARTMENT										
100 PUBLIC	0	0	0	0	1256	4820	4820	5036		
200 PROFESSIONAL STANDARDS - RECORDS	1	2	2	2						
300 PROFESSIONAL STANDARDS - PAU	12	19	28	36	1188	3100	4028	4795		
400 OFFICE OF THE CHIEF	7	17	20	23	1719	3933	4419	4905		
500 NEIGHBORHOOD SERVICES - PATROL	107	147	183	239	2184	17500	19173	21007		
600 NEIGHBORHOOD SERVICES - PATROL - SUBSTATIONS					2128	10989	12123	12355		
700 NEIGHBORHOOD SERVICES - SPECIALIZED SERVICES	35	50	70	96	5700	9285	11700	14787		
800 PROFESSIONAL STANDARDS - TRAINING & DEVELOPMENT	0	0	0	0	1350	1897	1897	1897		
900 INVESTIGATIONS	25	28	45	68	8139	9962	11976	14454		
1000 PROFESSIONAL STANDARDS - PROPERTY & EVIDENCE	2	7	11	16	1436	16177	20605	27201		
1100 NARC/ IAU/ SCU	16	24	46	72	2125	3942	5981	8087		
1200 SWAT	0	0	0	0	2970	2970	2970	2970		
1300 STAFF SUPPORT	0	0	0	0	3039	8257	8114	9580		
1400 BUILDING SUPPORT	1	1	1	1	0	135	135	135		
	Subtotal STAFF & ASF	206	295	406	553	33234	92966	107940	127209	includes police substations
	TOTAL GROSS SF					41542	116207	134925	159011	including 25% grossing factor
1500 PARKING & SITE FEATURES	331	441	555	691						
	PARKING GARAGE					42250	107520	144000	187520	
	TOTAL OPERATIONAL POLICE GSF					83792	223727	278925	346531	including parking garage
						104,000 at (e) HQ				
2000 REGIONAL TRAINING CENTER	7	24	31	37	2298	58770	62091	64710		
	TOTAL GROSS SF					2872	73462	77613	80887	including 25% grossing factor
2100 PARKING & SITE FEATURES										
	TOTAL PARKING SPACES	132	149	156	162					
	Sworn Staff Subtotal	178	296	393	518					
	Civilian Staff Subtotal	35	67	93	126					
	GRAND TOTAL STAFFING & GSF	213	319	437	590	86664	297189	356538	427418	

SPACE NEEDS SUMMARY

COMPONENT 100 PUBLIC														
S/C	2023 AUTHORIZED	CURRENTLY VACANT	STAFFING				SPACE STD	UNIT SF	AREA REQ				REMARKS	
			2023 RIGHT SIZE	10-YEAR	20-YEAR	2023			2023 RIGHT SIZE	10-YEAR	20-YEAR			
100	PRIVATE OFFICES													
		0	0	0	0	0			0	0	0	0		
									0	0	0	0		
110	WORK STATIONS													
		0	0	0	0	0			0	0	0	0		
									0	0	0	0		
120	SUPPORT SPACES													
121	Emergency Vestibule							100	100	100	100	100		
122	Lobby	1		1	1	1		500	500	500	500	500		
123	Soft Interview/ Report-Taking	2		4	5	6	INT-100	100	200	400	500	600	Family room. Confirm quantity.	
124	Public Restroom (Unisex)								0	0	0	0	(Included in grossing factor)	
125	Front Desk/ Reception			2	2	3	REC-60	60	0	120	120	180	Ballistic glazing. Deal trays. Secure cash drawer. Line-of-sight to front door and lobby area. Need additional space for potential hires or staff flexibility	
126	Children's Area in Lobby	1		1	1	1		50	50	50	50	50		
127	Fingerprinting	1		1	1	1		0	0	0	0	0		
128	Mail Room	1		1	1	1		120	80	120	120	120		
129	Victim Advocate Room	0		1	1	1	INT-150	150	0	150	150	150		
130	Online Reporting Kiosk	0		1	1	1		50	0	50	50	50	Ballistic glazing, cameras.	
131	SOR Desk/Rooms	0		2	1	1		100	0	200	100	100		
132	SOR Entrance	0		1	1	1		100	0	100	100	100		
133	Drug drop box	0		1	1	1		25	0	25	25	25		
	Subtotal Staff and NSF	0		0	0	0			930	1815	1815	1975		
	Total Including Circulation Factor								1256	2450	2450	2666		
140	HIGH OCCUP./ LRG SUPPORT SPACES													
141	Community Room	0		1	1	1	COMM-1760	1760	0	1760	1760	1760	Seats (80). Recording capabilities. Confirm capacity.	
142	Kitchenette			1	1	1	BR-164	164	0	164	164	164		
143	A/V			1	1	1		80	0	80	80	80		
144	Table/Chair Storage			1	1	1		150	0	150	150	150		
	Subtotal NSF								0	2154	2154	2154		
	Total Including Circulation Factor								0	2369	2369	2369		
	Sworn Staff Subtotal	0	0	0	0	0								
	Civilian Staff Subtotal	0	0	0	0	0								
	TOTAL FTE STAFF AND ASF	0	0	0	0	0			1256	4820	4820	5036		
150	PARKING & SITE REQUIREMENTS													
151	Personal Vehicles (1 per employee)	0	0	0	0	0								
152	Public Parking Spaces	50	100	100	100	100								
153	Public Universal Access	3	5	5	5	5								
	TOTAL PARKING	53	105	105	105	105								

SPACE NEEDS SUMMARY

COMPONENT 200 PROFESSIONAL STANDARDS - RECORDS														
	S/C	STAFFING					AREA REQ				REMARKS			
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE		10-YEAR	20-YEAR	
200		PRIVATE OFFICES												
201	C	1		1	1	1	PO-100	100	100	100	100	100		
202	C	0		1	1	1	PO-100	100	100	100	100	100		
		Subtotal Staff and NSF	1	0	2	2			200	200	200	200		
		Total Including Circulation Factor							270	270	270	270		
210		WORK STATIONS												
		Subtotal Staff and NSF	0	0	0	0			0	0	0	0		
		Total Including Circulation Factor							0	0	0	0		
220		SUPPORT SPACES												
221		0		1	1	1	CONF-312	312	0	312	312	312	Seats (12).	
222		0		1	1	1		3000	0	3000	3000	3000	Currently off-site.	
223				1	1	1	FILE-120	120	0	120	120	120	Filing cabinets for citations, etc.	
224				1	2	2		100	0	100	200	200		
		Subtotal Staff and NSF	0		0	0			830	1715	1715	1875		
		Total Including Circulation Factor							1121	2315	2315	2531		
240		HIGH OCCUP./ LRG SUPPORT SPACES												
		Subtotal NSF							0	1990	1990	1990		
		Total Including Circulation Factor							0	2189	2189	2189		
		Sworn Staff Subtotal	0	0	0	0								
		Civilian Staff Subtotal	1	0	2	2								
		TOTAL FTE STAFF AND ASF	1	0	2	2			1391	4774	4774	4990		
250		PARKING & SITE REQUIREMENTS												
251		1	0	2	2	2								
		TOTAL PARKING	1	0	2	2								

SPACE NEEDS SUMMARY

COMPONENT 300 PROFESSIONAL STANDARDS - PAU															
300	PRIVATE OFFICES	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				Proximate to Office of the Chief	REMARKS
			2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR		
301	Lieutenant (Professional Accountability)	S	1		1	1	2	PO-120	120	120	120	240			
302	Sergeant (Professional Accountability)	S	1		2	4	4	PO-120	120	120	240	480	480		
	Subtotal Staff and NSF		2	0	3	5	6			240	360	600	720		
	Total Including Circulation Factor									324	486	810	972		
310	WORK STATIONS														
311	Police Support Specialists	C	10	0	12	14	16	WS-64	64	640	768	896	1024	Line of sight to front desk. Located near reception. <i>Confirm quantity.</i>	
312	Detective (PAU)	S	0	0	3	6	9	WS-64	64	0	192	384	576		
313	PAU Civilian	C	0		1	3	5	WS-64	64	0	64	192	320		
	Subtotal Staff and NSF		10	0	16	23	30			640	1024	1472	1920		
	Total Including Circulation Factor									864	1382	1987	2592		
320	SUPPORT SPACES														
321	Office Supply Storage				1	1	1		300	0	300	300	300	Cabinets, island.	
322	IA Conference Room		0		1	1	1	CONF-312	312	0	312	312	312	Interviews & meetings. Shared conference room. Seat (12).	
323	Soft Interview Room				2	2	2	INT-100	100	0	200	200	200		
324	PAU Waiting Room				1	1	1		100	0	100	100	100		
	Subtotal NSF									0	912	912	912		
	Total Including Circulation Factor									0	1231	1231	1231		
	Sworn Staff Subtotal		2	0	6	11	15								
	Civilian Staff Subtotal		10	0	13	17	21								
	TOTAL FTE STAFF AND ASF		12	0	19	28	36			1188	3100	4028	4795		
350	PARKING & SITE REQUIREMENTS														
351	Personal Vehicles (1 per employee)		12	0	19	28	36								
352	Fleet Vehicles		0	0	0	0	0								
	TOTAL PARKING		12	0	19	28	36								

SPACE NEEDS SUMMARY

COMPONENT 400 OFFICE OF THE CHIEF														
S/C	2023 AUTHORIZED	CURRENTLY VACANT	STAFFING			SPACE STD	UNIT SF	AREA REQ				REMARKS		
			2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR			
400	PRIVATE OFFICES													
401	Chief of Police	S	1	1	1	1	1	PO-343	343	343	343	343	343	
402	Assistant Chief	S	1	1	1	1	1	PO-210	210	210	210	210	210	
403	Deputy Chief	S	1	2	2	2	2	PO-180	180	180	360	360	360	
404	Captain (Neighborhood Services)	S	1	1	1	1	1	PO-150	150	150	150	150	150	
405	Captain (Criminal Investigations Division)	S	1	1	1	1	1	PO-150	150	150	150	150	150	
406	Captain (Specialized Services)	S	0	1	1	1	1	PO-150	150	0	150	150	150	
407	Admin. Assistant to the Chief	C	1	4	4	4	4	PO-120	120	120	480	480	480	
408	Payroll & Procurement	C	1	1	1	1	1	PO-120	120	120	120	120	120	
409	Wellness Coordinator/K-9	C	0	0	1	2	2	PO-120	120	0	120	240	240	
410	Mental Health Coordinator	C	0	0	1	2	3	PO-120	120	0	120	240	360	
411	City Attorney	C			1	1	2	PO-120	120	0	120	120	240	
412	Financial Analyst/Grant writer	C			1	2	3	PO-120	120	0	120	240	360	
413	HR	C			1	1	1	PO-120	120	0	120	120	120	
	Subtotal Staff and NSF		7	12	17	20	23			1273	2563	2923	3283	
	Total Including Circulation Factor									1719	3460	3946	4432	
420	WORK STATIONS													
	Subtotal Staff and NSF		0		0	0	0			0	0	0	0	
	Total Including Circulation Factor									0	0	0	0	
430	SUPPORT SPACES													
431	Command Conference Room		0		1	1	1	CONF-350	350	0	350	350	350	Seats (14) ppl.
	Subtotal NSF									0	350	350	350	
	Total Including Circulation Factor		0		0	0	0			0	473	473	473	
440	HIGH OCCUP./ LRG SUPPORT SPACES													
	Subtotal NSF									0	0	0	0	
	Total Including Circulation Factor									0	0	0	0	
	Sworn Staff Subtotal		5	7	7	7	7							
	Civilian Staff Subtotal		2	5	10	13	16							
	TOTAL FTE STAFF AND ASF		7		17	20	23			1719	3933	4419	4905	
450	PARKING & SITE REQUIREMENTS													
451	Personal Vehicles (1 per employee)		7	0	17	20	23							Secure parking.
452	Fleet Vehicle parking		5		6	6	6							Secure parking.
	TOTAL PARKING		12	0	23	26	29							

SPACE NEEDS SUMMARY

COMPONENT 500 NEIGHBORHOOD SERVICES DIVISION - PATROL UNIT														
S/C	STAFFING						AREA REQ				Needs to be located next to investigations (700)	REMARKS		
	2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE	10-YEAR			20-YEAR	
500	PRIVATE OFFICES													
501	Lieutenant (Day Shift)	1	0	1	1	1	PO-150	150	150	150	150	150		
502	Lieutenant (Evening Shift)	1	0	1	1	1	PO-150	150	150	150	150	150		
503	Lieutenant (Night Shift)	1	0	1	1	1	PO-150	150	150	150	150	150		
504	Lieutenant (Swing Shift)	0	0	2	2	2	PO-150	150	0	300	300	300		
	Subtotal Staff and NSF	3	0	5	5	5			450	750	750	750		
	Total Including Circulation Factor								608	1013	1013	1013		
510	WORK STATIONS													
511	Sergeant	12	0	22	28	34	WS-100	100	100	2200	2800	3400	Locate Near Detective Sergeants?	
512	Officers	92	4	120	150	200			0	0	0	0	Workstations accounted for in Report Writing and at Substations.	
		72 currently available												
	Subtotal Staff and NSF	104	4	142	178	234			100	2200	2800	3400		
	Total Including Circulation Factor								135	2970	3780	4590		
520	SUPPORT SPACES													
521	Duty Bag Lockers	178		142	178	234		6	1068	852	1068	1404		
522	Coffee/Kitchenette			1	1	1	BR-155	155	0	155	155	155		
523	Report Writing			20	25	30	WS-36	36	0	720	900	1080	Currently not ideal, too many distractions	
524	Report Writing (Quiet)	0		2	3	4	WS-64	64	0	128	192	256		
525	Evidence Packaging (Bag & Tag)								0	0	0	0	Accounted for in 800. Mainly drugs & paraphernalia.	
526	Sally Port	0		1	1	1	DET-5536	5536	0	5536	5536	5536		
527	Holding Cell	0		2	3	4	DET-99	99	0	198	297	396		
528	Boot Wash & Drying	0		1	1	1		30	0	30	30	30		
529	Booking Station	0		1	1	1		80	0	80	80	80		
530	K-9 Kennels?	0		5	6	7		80	0	400	480	560	(5) K-9	
531	K-9 Storage	0		1	1	1	STOR-80	80	0	80	80	80		
532	Briefing/ Roll Call			1	1	1	CLASS-1083	1083		1083	1083	1083	(40) seats minimum. Dual-use as small classroom.	
533	Equipment Storage			1	1	1	STOR-300	300		300	300	300		
534	Bike Storage & Maintenance			1	1	1	STOR-451	451		451	451	451		
	Subtotal NSF								1068	10013	10652	11411		
	Total Including Circulation Factor								1442	13518	14380	15405		
	Sworn Staff Subtotal	107	4	147	183	239								
	Civilian Staff Subtotal	0	0	0	0	0			2184	17500	19173	21007		
	TOTAL FTE STAFF AND ASF	107	4	147	183	239								
550	PARKING & SITE REQUIREMENTS													
551	K-9 Training Area												Accounted for in 1200.	
552	Personal Vehicles (1 per employee)	107	4	147	183	239							Secure parking.	
553	Fleet vehicle parking (in garage)	53	0	53	53	53							Secure parking.	
	TOTAL PARKING	160	4	200	236	292								

SPACE NEEDS SUMMARY

COMPONENT 600 PATROL - SUBSTATIONS														
S/C	2023 AUTHORIZED	CURRENTLY VACANT	STAFFING				SPACE STD	UNIT SF	AREA REQ				REMARKS	
			2023 RIGHT SIZE	10-YEAR	20-YEAR	2023			2023 RIGHT SIZE	10-YEAR	20-YEAR			
600	SUBSTATIONS													
601	Western Substation													
602				1	1	1		65	0	65	65	65	Parking accommodations. Perimeter security.	
603		0		1	1	1		100	0	100	100	100		
604		5		12	15	15	WS-36	36	180	432	540	540		
605		1		1	2	2		80	80	80	160	160		
606		0		1	1	1	BR-78	78	0	78	78	78		
607		1		1	2	2	PO-120	120	120	120	240	240		
608		0		1	1	1	INT-150	150	0	150	150	150		
609		0		1	1	1	CONF-250	250	0	250	250	250	Seats (10) ppl.	
610		0		1	1	1		250	0	250	250	250		
611				1	1	1	STOR-374	374	0	374	374	400		
612				1	1	1	WPN-189	198	0	198	198	200		
613				1	1	1		250	0	250	250	250	Side-by-side	
614				1	1	1		200	0	200	200	200	Booking and release station as part of each substation. 1-car sally port.	
615				1	1	1		100	0	100	100	100		
616				1	1	1		60	0	60	60	60	Area to hang clothing and dry.	
617									0	0	0	0		
620	Southern Substation													
621				1	1	1		65	0	65	65	65	Parking accommodations. Perimeter security.	
622		0		1	1	1		100	0	100	100	100		
623		5		12	15	15	WS-36	36	180	432	540	540		
624		1		1	2	2		80	80	80	160	160		
625		0		1	1	1	BR-78	78	0	78	78	78		
626		1		1	2	2	PO-120	120	120	120	240	240		
627		0		1	1	1	INT-150	150	0	150	150	150		
628		0		1	1	1	CONF-250	250	0	250	250	250	Seats (10) ppl.	
629		0		1	1	1		250	0	250	250	250		
630				1	1	1	STOR-374	374	0	400	400	400		
631				1	1	1	WPN-189	189	0	200	200	200		
632				1	1	1		250	0	250	250	250	Side-by-side	
633				1	1	1		200	0	200	200	200	Booking and release station as part of each substation. 1-car sally port.	
634				1	1	1		100	0	100	100	100		
635				1	1	1		60	0	60	60	60	Area to hang clothing and dry.	
636									0	0	0	0		
640	Downtown Substation													
641				1	1	1		65	0	65	65	65	Parking accommodations. Perimeter security.	
642				1	1	1		100	0	100	100	100		
643		8		12	16	20	WS-36	36	288	432	576	720		
644		1		1	2	2		80	80	80	160	160		
645		1		1	1	1	BR-78	78	78	78	78	78		
646		1		1	1	1	PO-120	120	120	120	120	120		
647		0		1	1	1	INT-150	150	0	150	150	150		
648		1		1	1	1	CONF-250	250	250	250	250	250	Seats (10) ppl.	
649		0		1	1	1		250	0	250	250	250		
650				1	1	1	STOR-374	374	0	374	374	374		
651				1	1	1	WPN-189	189	0	189	189	189		
652				1	1	1		250	0	250	250	250	Side-by-side	
653				1	1	1		200	0	200	200	200	Booking and release station as part of each substation. 1-car sally port.	
654				1	1	1		100	0	100	100	100		
655				1	1	1		60	0	60	60	60	Area to hang clothing and dry.	
656									0	0	0	0		
Subtotal Staff and NSF									0	0	0	0	0	
Total Including Circulation Factor									2128	10989	12123	12355		

SPACE NEEDS SUMMARY

COMPONENT 700 NEIGHBORHOOD SERVICES - SPECIALIZED SERVICES														
	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				REMARKS	
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR		
700		PRIVATE OFFICES												
701	Lieutenant	S	1	0	1	1	1	PO-150	150	150	150	150		
702	Sergeant (Administrative)	S	1	0	1	1	1	PO-120	120	120	120	120		
703	Sergeant (Community Engagement)	S	1	0	1	2	2	PO-120	120	120	240	240		
704	Sergeant (SROs)	S	1	0	2	2	3	PO-120	120	120	240	240	360	
705	Sergeant (TSU)	S	0	0	1	2	3	PO-120	120	0	120	240	360	
706	CSO Supervisor	S			1	1	2	PO-120	120	0	120	120	240	
707	Mental Health Coordinator	C			1	1	2	PO-120	120	0	120	120	240	
	Subtotal Staff and NSF		4	0	8	10	14			510	990	1230	1710	
	Total Including Circulation Factor									689	1337	1661	2309	
710		WORK STATIONS												
711	School Resource Officer	S	7	0	9	13	17	WS-80	80	560	720	1040	1360	Locker and cubby space.
712	Bailiff	S	1	0	1	1	1	WS-80	80	80	80	80	80	
713	K-9 Officers	S	5	0	6	7	9	WS-80	80	400	480	560	720	(1) in Investigations.
714	Airport Officers	S	4	0	5	7	10	WS-80	80	320	400	560	800	(3) currently available.
715	Truck Reg Officer	S	1	0	1	2	3	WS-80	80	80	80	160	240	
716	Community Service Officers (CSO)	C	5	1	6	8	12	WS-80	80	400	480	640	960	
717	Community Engagement Team	C	8	0	8	10	12	WS-48	48	48	384	480	576	(7) currently available.
718	TSU Group	S	0	0	6	12	18	WS-48	48	48	288	576	864	
719	Crowd Management Team	S	25	0	25	30	35	WS-48	48	1200	1200	1440	1680	Centralized location is ideal. Confirm collateral duty. Staffing numbers excluded from total. Storage, training, and garage space.
720	Bikes, SWAT, CMT, EOD, M/Cs	S	12	0	12	12	12	WS-48	48	576	576	576	576	Not included in staffing numbers.
	Subtotal Staff and NSF		31	1	42	60	82			3712	4688	6112	7856	
	Total Including Circulation Factor									5011	6329	8251	10606	
730		SUPPORT SPACES												
731	SRO Programming									0	0	0	0	(9) kids.
732	Storage for activity equipment									0	0	0	0	Outdoor gear (fishing, archery)
733	Classrooms									0	0	0	0	Shared classroom space. Class for (12).
734	"Courtroom" Area									0	0	0	0	
735	CSO Storage				1	1	1	STOR-100	100	0	100	100	100	Additional storage needed for larger vehicles and equipment. (cages, leashes, treats) Live traps, poles, snares, HAZMAT storage. Cones, tape.
736	Armory Storage				1	1	1	WPN-200	200	0	200	200	200	
737	Command Center									0	0	0	0	Tactical operations. Discuss program requirements.
738	CMT Storage				1	1	1		200	0	200	200	200	Tactical gear (helmet, chest protector, leg protector, groin protector, baton/holder, gloves, shields, munitions, Pelican cases.
739	Emergency Operations									0	0	0	0	Discuss program requirements.
740	Conference Room				1	1	1	CONF-350	350	0	350	350	350	CSO needs access. Seats (14) ppl.
741	Parking Enforcement Storage				1	1	1	STOR-100	100	0	100	100	100	Chalk, parking signs, notifications, ticket books. Adjacent to CSO Storage.
742	Bike Storage (recovered)				1	1.5	1.75		250	0	250	375	438	Currently approx. 200 bikes in shared warehouse.
	Subtotal NSF									0	1200	1325	1388	
	Total Including Circulation Factor									0	1620	1789	1873	
	Sworn Staff Subtotal		22	0	72	93	117							
	Civilian Staff Subtotal		13	1	15	19	26							
	TOTAL FTE STAFF AND ASF		35	1	50	70	96			5700	9285	11700	14787	
750		PARKING & SITE REQUIREMENTS												
751	Personal Vehicles (1 per employee)		35	1	50	70	96							Secure Parking.
752	Vans (Animal Control)		5											Secure Parking. (2 mini-vans and 3 Ford Transit)
753	Bus (SRO)		1											Secure Parking.
754	Trailers (Crowd Management)		3											Secure Parking.
755	Truck (Crowd Management)		1											Secure Parking.
	TOTAL PARKING		45	1	50	70	96							

SPACE NEEDS SUMMARY

COMPONENT 800 PROFESSIONAL STANDARDS - TRAINING & DEVELOPMENT														
S/C	2023 AUTHORIZED	CURRENTLY VACANT	STAFFING			SPACE STD	UNIT SF	AREA REQ				Centralized location.	REMARKS	
			2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR			
800	PRIVATE OFFICES													
		0		0	0	0			0	0	0	0		
									0	0	0	0		
810	WORK STATIONS													
		0		0	0	0			0	0	0	0		
									0	0	0	0		
820	SUPPORT SPACES													
821	Armory			1	1	1	WPN-200	200	0	200	200	200		Located near garage.
822	Lockers (Day Use)													Accounted for in grossing factor.
823	Public Restroom													
		0		0	0	0			0	200	200	200		
									0	270	270	270		
840	HIGH OCCUP./ LRG SUPPORT SPACES													
841	Fitness Area			1	1	1	FIT-1205	1205	1000	1205	1205	1205		Needs to increase in size. Possible to be located in substations? Accessible to public for families? <i>Add day use lockers and restrooms for public use.</i>
									1000	1205	1205	1205		
									1350	1627	1627	1627		
		0	0	0	0	0			1350	1897	1897	1897		
850	PARKING & SITE REQUIREMENTS													
851	EVOG Course													
852	Personal Vehicles (1 per employee)													
853	Fleet Vehicles													
	TOTAL PARKING	0	0	0	0	0								

SPACE NEEDS SUMMARY

COMPONENT 900 CRIMINAL INVESTIGATIONS - INVESTIGATIONS															
	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				REMARKS		
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR			
900															Needs to be located next to Patrol
901	Lieutenant	S	1		1	1	PO-150	150	150	150	150				
902	Sergeant (CAC & Human Trafficking)	S	1		1	2	PO-120	120	120	120	240	360			
903	Sergeant (Property Crimes)	S	1		1	2	PO-120	120	120	120	120	240			
904	Sergeant (Adult Violent Crimes)	S	1		1	3	PO-120	120	120	120	360	480			
905	Victim Advocate	C	1		2	3	PO-120	120	120	240	360	600			
	Subtotal Staff and NSF		5	0	6	10			630	750	1230	1830			
	Total Including Circulation Factor								851	1013	1661	2471			
910	WORK STATIONS														
911	Investigator (CAC & Human Trafficking)	S	1		2	4	WS-64	64	64	128	256	384			Need walls with doors for private conversations. Separate area for CAC.
912	Investigator (Property Crimes)	S	4		2	3	WS-64	64	256	128	192	320			Need walls with doors for private conversations.
913	Investigator (Adult Violent Crimes)	S	1		5	8	WS-64	64	64	320	512	768			Need walls with doors for private conversations.
914	Detective (CAC & Human Trafficking)	S	5	1	5	7	WS-64	64	320	320	448	640			Need walls with doors for private conversations.
915	Detective (Property Crimes)	S	3	1	2	3	WS-64	64	192	128	192	320			Need walls with doors for private conversations.
916	Detective (Adult Violent Crimes)	S	5	1	5	8	WS-64	64	320	320	512	768			Need walls with doors for private conversations.
917	Police Support Specialist	C	1		1	2	WS-48	48	48	48	96	144			
	Subtotal Staff and NSF		20	3	22	35			1264	1392	2208	3344			
	Total Including Circulation Factor								1706	1879	2981	4514			
920	SUPPORT SPACES														
921	Computer Forensic Lab		5		5	5	COMP-767	767	3835	3835	3835	3835			4-5 Workstations. (16) Computer stations.
922	ICAC														
923	Digital Forensics Storage				1	1	STOR-80	80	0	80	80	80			Bait items, phones. Surveillance equipment.
924	Evidence Storage						STOR-120E	120	0	0	0	0			Secure Storage. Faraday lockers.
925	Soft Interview Rooms				2	2	INT-100	100	0	200	200	200			Sound separation. Recording quality/software.
926	Hard Interview/Detention		0		2	2	INT-100	100	0	200	200	200			Sound separation. Recording quality/software.
927	Interview Room		3		1	2	INT-100	100	300	100	200	300			Sound separation. Recording quality/software.
928	Case Room		0		1	1	CONF-374	374	0	374	374	374			Seats (20) ppl.
929	Evidence Viewing		0		1	1		100	0	100	100	100			
930	Phone Booths		0		1	3		48	0	48	144	144			Data ports for laptops and equipment. Indicator lights for calls being recorded.
931	Conference Room (Digital Forensics)		0		1	1	CONF-150	150	0	150	150	150			Move adjacent to office. Seats (6).
932	Evidence Processing Room/ ID Lab						EV-421	421	0	0	0	0			
933	Conference Room				1	1	CONF-150	150	0	150	150	150			Seats (6).
	Subtotal NSF								4135	5237	5433	5533			
	Total Including Circulation Factor								5582	7070	7335	7470			
	Sworn Staff Subtotal		23	3	25	40									
	Civilian Staff Subtotal		2	0	3	5									
	TOTAL FTE STAFF AND ASF		25	3	28	45			8139	9962	11976	14454			
950	PARKING & SITE REQUIREMENTS														
951	Personal Vehicles (1 per employee)		25	3	28	45									
	TOTAL PARKING		25	3	28	45									

SPACE NEEDS SUMMARY

COMPONENT 1000 PROFESSIONAL STANDARDS - PROPERTY & EVIDENCE														
	S/C	STAFFING					AREA REQ				REMARKS			
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE		10-YEAR	20-YEAR	
1000		PRIVATE OFFICES												
1001														
										0	0	0	0	
										0	0	0	0	
1010		WORK STATIONS												
1011														
1011	C		1		1	1	1	WS-100	100	100	100	100	100	
1012	C		1		1	2	3	WS-64	64	64	64	128	192	
1013	C		0		5	8	12	WS-64	64	0	320	512	768	
			2	0	7	11	16			164	484	740	1060	
										221	653	999	1431	
1020		SUPPORT SPACES												
1021					1	1	1	EV-603	603	0	603	603	603	Faraday lockers. Adjacent to garage/sally port w/direct ventilation
1022					3	3	3	STOR-100	100	0	300	300	300	Secured guns, drugs, money.
1023														
1024														
1025					1	1	1		1000	900	1000	1000	1000	Security system needed; Suggested move to headquarters; sprinkler/fire protection needed.
1026					25	25	25		200	0	5000	5000	5000	Potential to double-stack, add lifts for more capacity.
1027					3	5	8	EV-1512	1512	0	4536	7560	12096	Appropriate lighting, side-mounted.
1028					2	2	3		30	0	60	60	90	Located adjacent to garage/sally port
1029														
1030								SUPP-200	200					
1031														
1032														
										900	11499	14523	19089	
										1215	15524	19606	25770	
			0											
			2	0	7	11	16							
			2	0	7	11	16			1436	16177	20605	27201	
1050		PARKING & SITE REQUIREMENTS												
1051			1	1	1	1	2							
1052			50	75	75	100	125							
1053			2	0	7	11	16							
			53	76	83	112	143							

SPACE NEEDS SUMMARY

COMPONENT 1100 CRIMINAL INVESTIGATIONS - NARC / IAU / SCU														
	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				REMARKS	
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR		
PRIVATE OFFICES														
1100														
1101	Lieutenant	S	1		1	1	PO-150	150	150	150	150	150		
1102	Lieutenant (Intel Analyst/Real-time Crime Center)	S			1	1	PO-150	150	0	0	150	150		
1103	Sergeant (Street Crime)	S	1		1	2	PO-120	120	120	120	240	360		
1104	Sergeant (Narcotics)	S	1		1	2	PO-120	120	120	120	240	240		
1105	Sergeant (Intel Analyst/Real-time Crime Center)	S	0		1	1	PO-120	120	0	120	120	120		
	Subtotal Staff and NSF		3	0	4	7			390	510	900	1020		
	Total Including Circulation Factor								527	689	1215	1377		
WORK STATIONS														
1110														
1111	Street Crimes (outside agencies)	S	5		7	7	WS-64	64	320	448	448	448	Not included in staffing numbers.	
1112	Investigators (Street Crime)	S	2		3	6	WS-64	64	128	192	384	640		
1113	Detective (Street Crime)	S	2		2	4	WS-64	64	128	128	256	448		
1114	Investigators (Narcotics)	S	1		2	4	WS-64	64	64	128	256	320		
1115	Detectives (Narcotics)	S	4		5	7	WS-64	64	256	320	448	640		
1116	Crime Analyst	C	3		4	8	WS-64	64	192	256	512	768	Accessible to Detectives and Patrol	
1117	Police Operations Technician/Digital Forensics	S	1		2	4	WS-48	48	48	96	192	384		
1118	Nibin Personnel/Crime Scene Personnel	C	0		2	6	WS-48	48	48	96	288	576		
	Subtotal Staff and NSF		13	0	20	39			1184	1664	2784	4224		
	Total Including Circulation Factor								1598	2246	3758	5702		
SUPPORT SPACES														
1120														
1121	Large Conference Room				1	1	CONF-250	250	0	250	250	250	Meeting; case evidence long/short term. Seats (10)	
1122	Crowd Management Storage				1	1	STOR-80	80	0	80	80	80	Pelican cases, munitions	
1123	Conference Room				1	1	CONF-150	150	0	150	150	150	IA	
1124	Interview Room				1	1	INT-100	100	0	100	100	100	IA	
1125	Nibin				1	1		120	0	120	120	120		
1126	Drone Storage				1	1	STOR-36	36	0	36	36	36		
1127	Kiosk for DORS Report				1	1		10	0	10	10	10		
	Subtotal NSF								0	746	746	746		
	Total Including Circulation Factor								0	1007	1007	1007		
HIGH OCCUP./ LRG SUPPORT SPACES														
1140														
1141														
	Subtotal NSF								0	0	0	0		
	Total Including Circulation Factor								0	0	0	0		
	Sworn Staff Subtotal		13	0	25	39								
	Civilian Staff Subtotal		3	0	6	14								
	TOTAL FTE STAFF AND ASF		16	0	24	46			2125	3942	5981	8087		
PARKING & SITE REQUIREMENTS														
1150														
1151	Personal Vehicles (1 per employee)		16	0	24	46							Secure parking	
1152	Shoot Trailer												Store in garage-centralized location	
1153	Crowd Management Trailer		3										Store in garage-centralized location	
1154	Crowd Management Truck		1										Store in garage-centralized location	
	TOTAL PARKING		20	0	24	46								

SPACE NEEDS SUMMARY

COMPONENT 1200 SWAT															
	S/C	STAFFING					AREA REQ				REMARKS				
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE		10-YEAR	20-YEAR		
1200		PRIVATE OFFICES													
1201															
			0	0	0	0			0	0	0	0			
									0	0	0	0			
1210		WORK STATIONS													
1211															
			0	0	0	0			0	0	0	0			
									0	0	0	0			
1220		SUPPORT SPACES													
1221		SWAT Briefing							2200	2200	2200	2200			
1222		SWAT Vehicle Storage													
1223		SWAT Storage													
									2200	2200	2200	2200			
									2970	2970	2970	2970			
		TOTAL FTE STAFF AND ASF	0	0	0	0	0		2970	2970	2970	2970			
1250		PARKING & SITE REQUIREMENTS													
1251		Personal Vehicles (1 per employee)													
1252		Secure Exterior Area											Outdoor actives & breaks		
1253		Exterior Access													
		TOTAL PARKING	0	0	0	0									

SPACE NEEDS SUMMARY

COMPONENT 1300 STAFF SUPPORT														
	S/C	STAFFING					AREA REQ				REMARKS			
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE		10-YEAR	20-YEAR	
1300		PRIVATE OFFICES												
1301														
			0	0	0	0				0	0	0	0	
			0		0				0	0	0	0		
1310		WORK STATIONS												
1311														
			0	0	0	0				0	0	0	0	
			0		0				0	0	0	0		
1320		SUPPORT SPACES												
1321	Locker Rooms (Women's)		72		72	40	50		9	652	652	360	450	Need additional showers; need vanity; storage for winter boots and gear.
1322	Showers/Restrooms				3	3	4		65	0	195	195	260	
1323	Vanity				1	1	1		10	0	10	10	10	
1324	Boot Polish Station				1	1	1		15	0	15	15	15	
1325	Locker Rooms (Men's)		141		141	80	95		9	1265	1265	720	855	Vanity needed.
1326	Showers/Restrooms				4	4	5		65	0	260	260	325	
1327	Vanity				1	1	1		10	0	10	10	10	
1328	Boot Polish Station				1	1	1		15	0	15	15	15	
1329	Locker Rooms (Flex)		10		10	12	14		9	90	90	108	126	Vanity needed.
1330	Showers/Restrooms				1	1	1		65	0	65	65	65	
1331	Vanity				1	1	1		10	0	10	10	10	
1332	Boot Polish Station				1	1	1		15	0	15	15	15	
1333	Wellness Rooms				2	2	2	SUPP-144	144	0	288	288	288	(2) recliners.
1334	Laundry Services				1	1	1		100	0	100	100	100	
1335	Decon Area				2	2	2		100	0	200	200	200	Washer/dryer
1336	Decompression Room				2	2	2	SUPP-144	144	0	288	288	288	(2) recliners.
1337	Lactation Room				1	1	1	SUPP-96	96	0	96	96	96	
										2007	3574	2755	3128	
										2709	4825	3719	4223	
1340		HIGH OCCUP./ LRG SUPPORT SPACES												
1341	Childcare Facilities				1	1.25	1.5		2500	0	2500	3125	3750	On-site for all PD employees
1342	Break Room & Patio				1	1.5	2	BR-500	500	300	500	750	1000	
1343	Vehicle Cleaning station				1	1	1		120	0	120	120	120	
										300	3120	3995	4870	
										330	3432	4395	5357	
			0	0	0	0	0							
			0		0		0			3039	8257	8114	9580	
1350		PARKING & SITE REQUIREMENTS												
1351	Personal Vehicles (1 per employee)													
1352	Secure Exterior Area													Outdoor actives & breaks
1353	Exterior Access													
			0	0	0	0								

SPACE NEEDS SUMMARY

COMPONENT 1400 BUILDING SUPPORT															
	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				REMARKS		
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR			
1400		PRIVATE OFFICES													
1401	Maintenance Office	C	1	1	1	1	1	PO-100	100		100	100	100		
			1	1	1	1	1			0	100	100	100		
										0	135	135	135		
1410		WORK STATIONS													
1411															
										0	0	0	0		
										0	0	0	0		
1420		SUPPORT SPACES													
1421	Maintenance Storage													(Accounted for in grossing factor)	
1422	Janitorial Closets													(Accounted for in grossing factor)	
1423	Server Room/ IT													(Accounted for in grossing factor)	
1424	Mechanical													(Accounted for in grossing factor)	
1425	Main Electrical													(Accounted for in grossing factor)	
1426	IT Closet													(Accounted for in grossing factor)	
										0	0	0	0		
										0	0	0	0		
			0	0	0	0	0								
			1	1	1	1	1								
			1	1	1	1	1			0	135	135	135		
1450		PARKING & SITE REQUIREMENTS													
1451	Personal Vehicles (1 per employee)		1	1	1	1	1								
			1	1	1	1	1								
			1	1	1	1	1								

SPACE NEEDS SUMMARY

COMPONENT 1500 PARKING & SITE FEATURES															
	S/C	STAFFING					SPACE STD	UNIT SF	AREA REQ				REMARKS		
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR			2023	2023 RIGHT SIZE	10-YEAR	20-YEAR			
1500		PRIVATE OFFICES													
1501															
			0	0	0	0				0		0	0		
										0		0	0		
1510		WORK STATIONS													
1511															
			0	0	0	0				0		0	0		
										0		0	0		
1520		PARKING AND SITE REQUIREMENTS													
1521			206		206	295		320		65920	94400	129920			
1522			125		130	155		180		41600	49600	57600			
1523															
			331	0	336	450				0	107520	144000	187520	Parking garage.	
1524					105	105					0	0			
					105	105									
1525															
1526															
1527															
1528															
1529															
1230															
			331	0	441	555				0	215040	288000	375040		

SPACE NEEDS SUMMARY

COMPONENT 2000 REGIONAL TRAINING CENTER															
2000	S/C	STAFFING					AREA REQ				Centralized location.	REMARKS			
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE			10-YEAR	20-YEAR	
PRIVATE OFFICES															
2001	Lieutenant	S	1	0	1	1	1	PO-150	150	150	150	150	150		
2002	Sergeant	S	2	0	3	4	4	PO-120	120	240	360	480	480		
2003	Quartermaster	C	1	0	1	1	1	PO-120	120	120	120	120	120		
2004	Quartermaster Assistant	C	0	0	1	1	1	PO-120	120	0	120	120	120		
2005	Training Civilian	C	0	0	3	3	4	PO-120	120	0	360	360	480	Recruitment.	
2006	Armorer/Rangemaster	C	0	0	2	3	3	PO-120	120	0	240	360	360		
2007	Budget Analyst/Scheduling	C	0	0	1	1	1	PO-120	120	0	120	120	120		
2008	IT	C	0	0	1	1	1	PO-120	120	0	120	120	120		
2009	Goodwrench/Fleet Maintenance	C	0	0	1	1	1	PO-120	120	0	120	120	120		
Subtotal Staff and NSF			4	0	14	16	17			510	1710	1950	2070		
Total Including Circulation Factor										689	2309	2633	2795		
WORK STATIONS															
2010	Officers	S	3	0	10	15	20	WS-64	64	192	640	960	1280		
Subtotal Staff and NSF			3	0	10	15	20			192	640	960	1280		
Total Including Circulation Factor										259	864	1296	1728		
SUPPORT SPACES															
2020	Decontamination Room				1	1	1		200	0	200	200	200	Associated with training building	
2022	Quartermaster				1	1	1		400	0	400	400	400	Armory located within office	
2023	Quartermaster Storage				1	1	1	STOR-100	100	0	100	100	100	Need for additional shelving; 20-30 ppl; Appropriately sized and fully reinforced and secure. Includes changing areas	
2024	Equipment Repair Drop-off Area				1	1	1	SUPP-235	235	0	235	235	235	For broken equipment	
2025	Cleaning/ Laundry Service				1	1	1		0	0	0	0	0		
2026	Gun-Cleaning				1	1	1	WPN-198	198	0	198	198	198		
2027	Armory				1	1	1	WPN-200	200	0	200	200	200	Located near garage.	
2028	Locker				110	200	250		10	0	1100	2000	2500	Gear storage; fully enclosed locker bays w/ boot storage	
2029	Academy Classroom				1	1	1	CLASS-1083	1083	0	1083	1083	1083	Lecture style, seats (40) ppl	
2030	Classroom				1	1	1	CLASS-715	715	0	715	715	715	Break-out smaller groups, seats (20) ppl	
2031	Storage				1	1	1	STOR-100	100	0	100	100	100	Honor Guard	
2032	Vehicle Maintenance for EVOC				1	1	1		250	0	250	250	250		
2033	Dispatch				1	1.5	2		2000	0	2000	3000	4000		
2034	Real-Time Crime Center				1	1	1		2000	0	2000	2000	2000		
2035	EOC				1	1	1		1000	0	1000	1000	1000	Can be dual-use?	
2036	Public Restroom													(Accounted for in grossing factor.)	
2037	Lockers (Day Use)														
Subtotal Staff and NSF			0	0	0	0	0			0	9581	11481	12981		
Total Including Circulation Factor										0	12934	15499	17524		
HIGH OCCUP./ LRG SUPPORT SPACES															
2040	Simulator				1	1	1		1000	0	1000	1000	1000		
2042	Indoor Firing Range				1	1	1	WPN-6186	6186	0	6186	6186	6186	Longer Range; better tracking and targeting system. (8) lanes, 50 yards. Shoot both frangible and lead.	
2043	Outdoor Firing Range				1	1	1		6186	0	6186	6186	6186	Potential for Bearcat and larger vehicles.	
2044	Range Classroom				1	1	1	COMM-1760	1760	0	1760	1760	1760	Seats (60) ppl.	
2045	Fitness Area				1	1	1	FIT-1205	1205	1000	1205	1205	1205	Needs to increase in size. Possible to be located in substations? Accessible to public for families? Add day use lockers and restrooms for public use.	
2046	DT Area				0	1	1	FIT-1005	1005	0	1005	1005	1005	Dedicated area. Host (50) ppl	
2047	Scenario Village				0	1	1		5000	0	5000	5000	5000	Indoor/outdoor flexibility. Room clearing. Change floor plans to create unknowns.	
2048	Shoot House				0	1	1		1500	0	1500	1500	1500		
2049	Classroom				0	1	1	CLASS-1760	1760	0	1760	1760	1760	Seats (60) ppl	
2050	Dormitory & Dining				1	1	1		6000	0	6000	6000	6000	(15) rooms.	
Subtotal NSF										1000	31602	31602	31602		
Total Including Circulation Factor										1350	42663	42663	42663		
Sworn Staff Subtotal			6	0	14	20	25								
Civilian Staff Subtotal			1	0	10	11	12								
TOTAL FTE STAFF AND ASF			7	0	24	31	37			2298	58770	62091	64710		
PARKING & SITE REQUIREMENTS															
2060	EVOG Course														
2061	Personal Vehicles (1 per employee)		7	0	24	31	37								
2062	Fleet Vehicles														
2063	TOTAL PARKING		7	0	24	31	37								

SPACE NEEDS SUMMARY

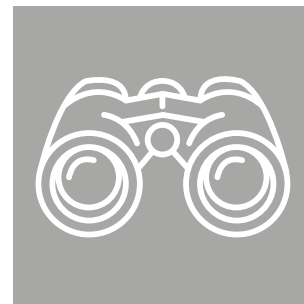
COMPONENT 2100 PARKING & SITE FEATURES														
	S/C	STAFFING					AREA REQ				REMARKS			
		2023 AUTHORIZED	CURRENTLY VACANT	2023 RIGHT SIZE	10-YEAR	20-YEAR	SPACE STD	UNIT SF	2023	2023 RIGHT SIZE		10-YEAR	20-YEAR	
2100		PRIVATE OFFICES												
2101														
			0	0	0	0			0		0	0		
			Subtotal Staff and NSF						0		0	0		
			Total Including Circulation Factor						0		0	0		
2110		WORK STATIONS												
2111														
			0	0	0	0			0		0	0		
			Subtotal Staff and NSF						0		0	0		
			Total Including Circulation Factor						0		0	0		
2120		PARKING AND SITE REQUIREMENTS												
2121	PD Personal Vehicles		7	0	24	31	37				0	0		
2122	PD Fleet Vehicles		125		125	125	125				0	0		
2123	Bicycle Storage													
			132	0	149	156	162							
	Subtotal Staff Parking Spaces													
2124	Public Parking										0	0		
				0	0	0								
	Subtotal Public Parking Spaces													
2125	Public Entry Plaza													
2126	Staff Entry Plaza													
2127	Setbacks													
2128	Landscaping													
2129	Dumpster/Trash Enclosure													
1230	K-9 Training Area													
			132	0	149	156	162			0	0	0	0	
	TOTAL PARKING SPACES AND AREA													



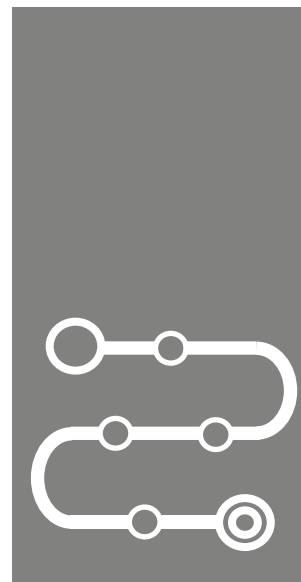
PROJECT OVERVIEW



ANALYSIS OF
EXISTING
CONDITIONS



CREATING A VISION



**GROWTH
ROADMAP**



APPENDIX



**SECTION 5:
OPPORTUNITIES**

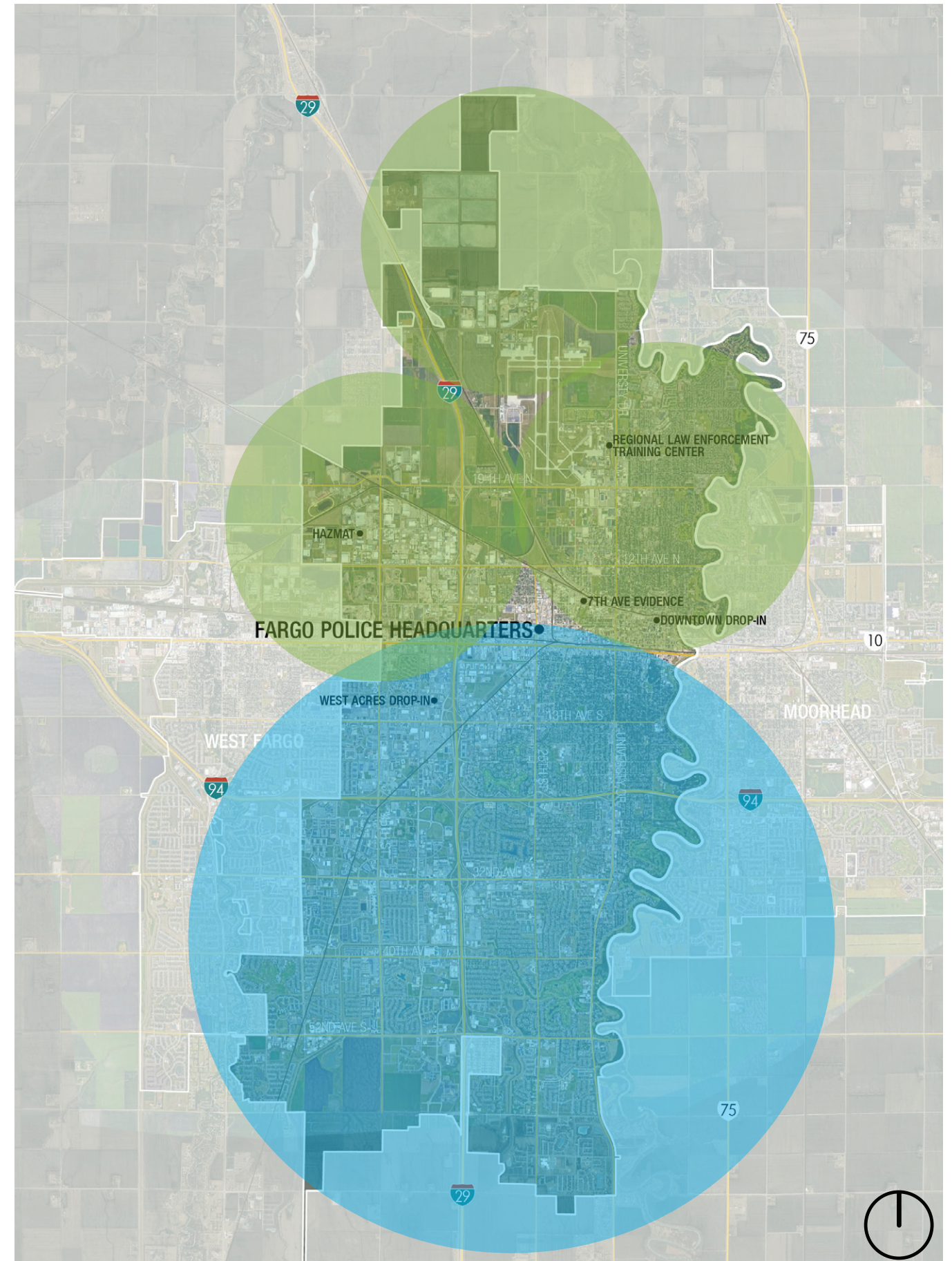
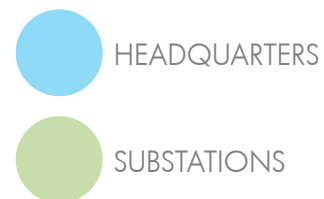
SUBSTATION MODEL

A **SUBSTATION MODEL OF POLICING** is a method of decentralizing police operations and distributing functions and facilities across the physical extents of a jurisdiction. This is effective in large jurisdictions where land mass is extensive and/or where vehicular travel times to and from facilities significantly reduce law enforcement's efficiency. This **DECENTRALIZATION** can also be a means of strengthening **COMMUNITY POLICING** efforts and creating more connection points between the law enforcement officers and the citizens they serve.

OPTION A

NEW CITY ASSETS

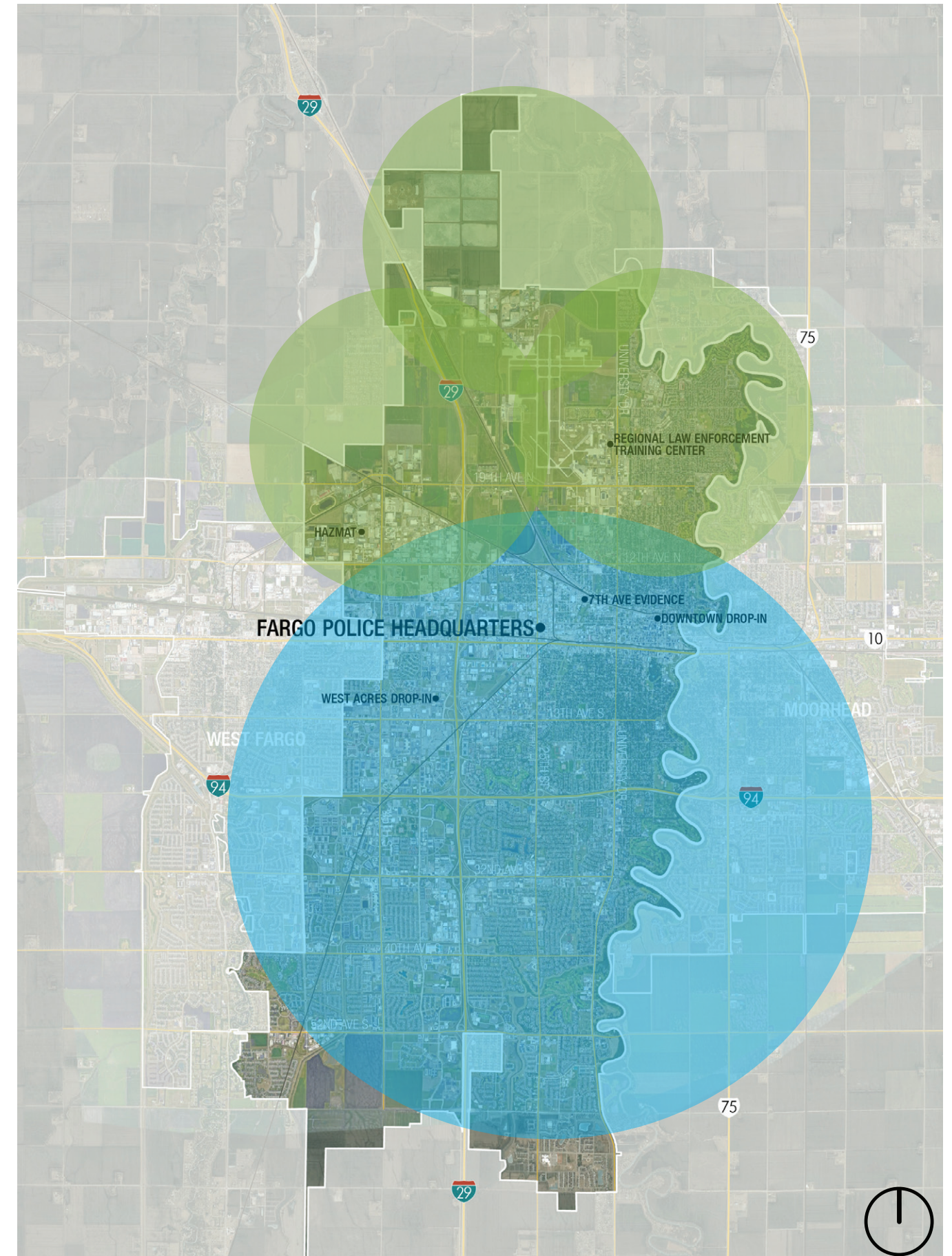
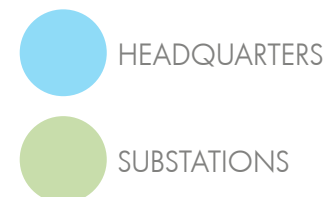
- New City of Fargo Police Department Campus with on-site HQ & Training Facilities
- One operational HQ and three substations across the city
- Consolidated evidence storage at HQ campus with evidence packaging and pick-up at each substation



OPTION B

REUSE CITY ASSETS & NEW CITY ASSETS

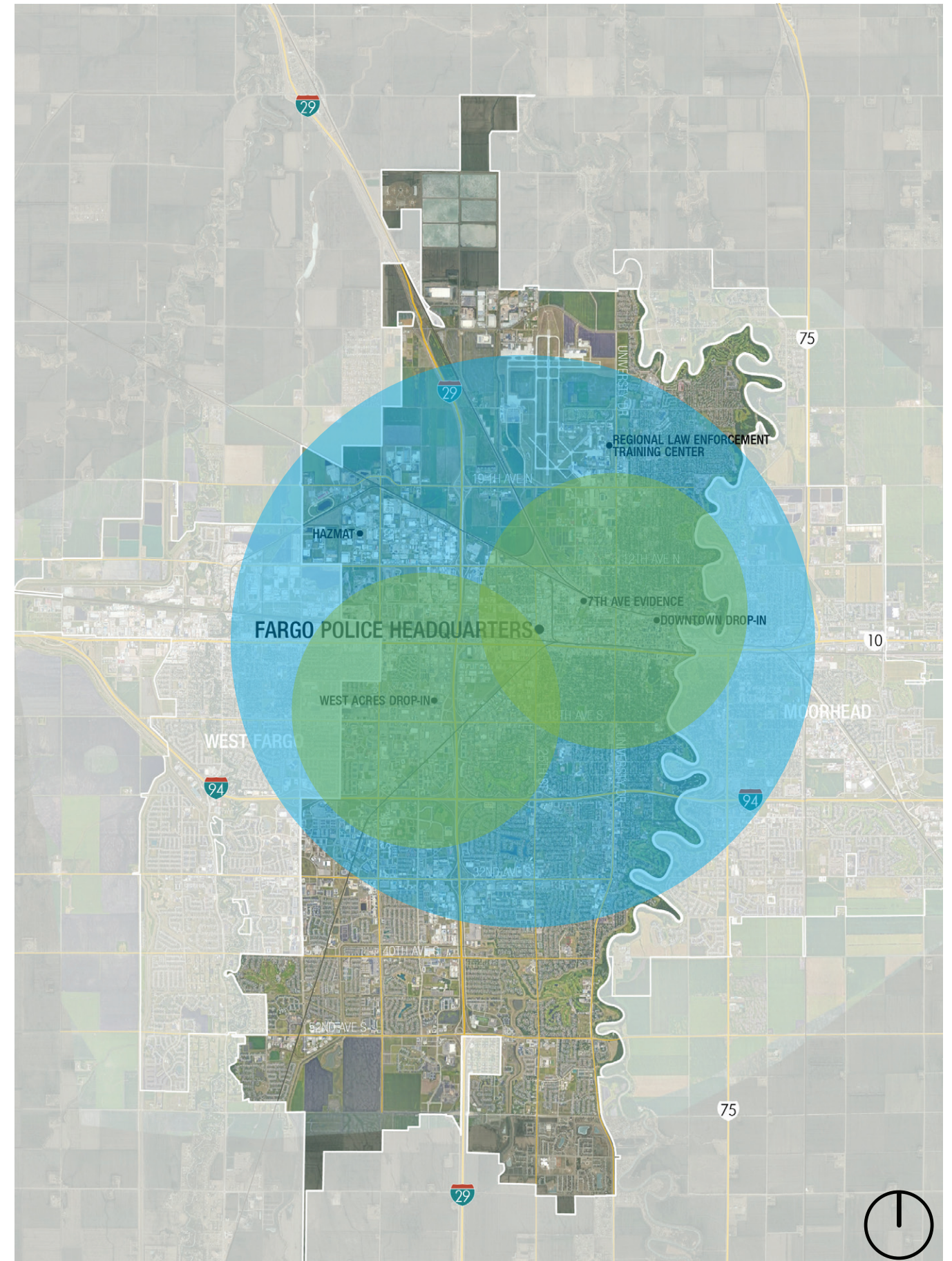
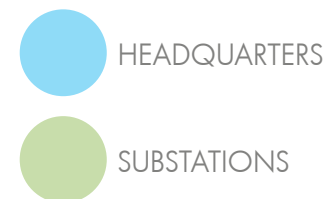
- Retrofit the existing HQ into a PD resource (Category IV consideration)
 - Increase Evidence Storage
 - Training Facility
- New HQ building
- New or combined Fargo PD Range and Vehicle Training Facility
- One operational HQ and three substations across the city



OPTION C

RENOVATE & RETROFIT EXISTING

- Category IV Code Compliance Required
- Security Upgrades required
- Significant updates and remodels to existing spaces to support the police department's safety, growth, training, and operations will be difficult to accomplish.
- Limited room and site constraints provide no opportunity for growth to support current or future PD Functions.



POTENTIAL TIMELINE

DESIGN AND CONSTRUCTION OF A NEW POLICE FACILITY

0-2 YEARS:

PRE-DESIGN STUDY

- Finalize Program
- Finalize Space Requirements
- Establish Layout / Phasing
- Determine Budget / Funding options

*This study and future needs to be implemented with completion of the current Fargo Growth Plan

SITE INVESTIGATION

- Location Study
- Site Search
- Identify Potential Opportunities

2-5 YEARS:

FACILITY DESIGN

- Building Function / Layout
- Community Engagement
- Finalize Layout,
- Establish Final Phasing and Budget

SITE INVESTIGATION

- Secure Site

5-7 YEARS:

CONSTRUCTION

- Facility Construction
- Move-In

CONCLUSION

NEXT STEPS:

The JLG/RSA Team presented the Master Plan to the City of Fargo Commission Meeting on January 8th, 2024. During that meeting two (2) options/opportunities were presented. These included the following:

Option A – New City Assets

Option B – Reuse City Assets + New City Assets

At the conclusion of the presentation, it was requested by Fargo City Commission to include an option that looked at renovating/retrofitting the existing current facility to meet Police Department needs and future growth opportunities.

The first consideration will be a necessary retrofit of the existing structure to meet the current code requirements of Risk Category IV as noted in the document. This option is included in the Master Plan Document as:

Option C – Renovate / Retrofit Existing

The goal for this master facilities plan was to be a guide for future capital improvements and investments for the City of Fargo and to outline a Strategic Plan for future facility decisions. The Space Needs Study completed during this phase of the project outlines staffing/space needs and required space projections to accommodate current needs (2023 Right Size), 10 year, and 20 Year projections. These projections allow the design team to evaluate options/opportunities and provide the City of Fargo and the Fargo Police Department with an idea of future space needs and requirements.

Next steps should include a deeper Pre-Design Study into the specifics of each option and lay out opportunities for future development. Option 1 should begin to look at Location, Site, Program, Scale, Cost, and Schedule. Option 2 should review opportunities to reuse existing HQ for alternate Police and City functions while planning for new Police facilities. Option 3 will need to review detailed retrofit requirements for the existing HQ to meet 2023 Cat. IV Code requirements. As each option is developed and explored, they will offer The Fargo Police Department and the City of Fargo opportunities to look ahead and plan for future facility space needs, facility requirements, and funding needs.



SHEPPARD
ROTH