CITY OF KIRKLAND
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MEMORANDUM

To: Dave Ramsay, City Manager

From: Marilynne Beard, Assistant City Manager

Date: November 29, 2007

Subject: PUBLIC SAFETY BUILDING FEASIBILITY STUDY – **UPDATED**

The purpose of the Public Safety Feasibility study was to update an earlier study completed in 2003 regarding public safety facility needs and to analyze the feasibility of remodeling an existing structure in Kirkland for use as a public safety building (versus new construction). The City issued a request for qualifications in July 2007 and the contract was awarded to Jensen Fey Architects. James McClaren, who had completed the 2003 facilities study, was a subcontractor to Jensen Fey. Specifically, the scope of work included the following tasks:

- Confirm 2003 Space Needs Study (validated for Police and Court)
- Confirm Size/Square Footage for Police and Court
- Prioritize Space Needs
- Update/Determine Facility/Building Size
- Determine Site Size/Land Area
- Determine Development and Construction Square Foot Budgetary Costs
- Develop/Establish Basic Siting Criteria
- Identify Potential Properties
- Perform Preliminary Site/Building Evaluation
- Perform Conceptual Site/Facility Program Fit Test
- Identify Most Likely Properties - Sites/Buildings
- Determine Possible Site/Building Acquisition Costs

The following assumptions were provided to the consultant:

- Co-location of the Municipal Court and Police is optimal
- Develop scenarios with and without annexation
- Assume twenty-year growth scenario
- Assume jail is included and sized with and without annexation

The study was conducted to reaffirm costs assumed in the annexation financial model for anticipated facilities costs needed to house new employees (primarily police). A preliminary estimate of the cost of constructing a public safety building as described in the McClaren report was $44 million, which was the

estimate used for purposes of the financial model. In addition to the public safety building, annexation would require the expansion of City Hall and the Maintenance Center – two buildings that have been at (or over) capacity for several years. The City Hall and Maintenance Center improvements together were estimated at $37 million, for a total anticipated facilities improvement cost of $81 million. One of the questions posed to the consultant was whether the City could realize savings in those projected costs if an existing building were to be retrofitted.

Summary of Report

As noted above, the study focused on confirming the space needs for police, jail and Municipal Court activities and to determine the feasibility and compare the cost of new construction against remodel of an existing building. Police and Court staff worked with the consultant to identify potential savings in square footage by refining staffing projections and deferring certain elements of the building (e.g. indoor firing range). The refined estimates produced a somewhat smaller total square footage need, but did not reduce the acreage needed for a new facility by much. Key challenges raised by the consultant are summarized below:

- A new public safety building (assuming annexation) would require about six acres. There are few, if any, parcels of raw land available of that size in Kirkland that also provide the location and transportation accessibility needed for a police facility. The real estate broker that worked with the consultant also noted that assembling acceptable parcels of raw land would be just as difficult.

- The next option is to purchase an underdeveloped property that fits the size and siting criteria for a public safety building. There are limited properties available for sale and most of the underdeveloped parcels have already been tapped for redevelopment.

- The next option is to purchase a parcel with a structure or structures and either demolish the structures or remodel them. Portions of the public safety facility (e.g. Municipal Court and evidence storage) do no need to be built to "essential facility standards." The cost to remodel and existing building to non-essential standards can range between $140 and $150 per square foot, depending on the condition of the building. The cost to remodel an existing building to essential standards can ranges between $200 and $240 per square foot. New construction to essential standards is estimated at a range of $250 to 300 per square foot. Remodeling an existing building is more affordable assuming an appropriate structure is available at an acceptable location.

- There has been some discussion about constructing a public safety building regardless of annexation. However, the 2003 McClaren study provided a design for the existing City Hall property (together with adjacent residential properties already owned by the City) that would accommodate police and all City Hall functions, but that would require the Municipal Court to remain off-site. Given the availability and price of land, having a separate facility for public safety may not be cost effective.

Based on the refined staffing and space estimates, it was possible to reduce the total square footage of a public safety building. The consultant provides total estimated costs for two scenarios, ranging from a "low-end" estimate to a "high-end" estimate. The estimates are summarized in the table below.

	Low End Cost Range		High End Cost Range	
	Without Annexation	With Annexation	Without Annexation	With Annexation
Demolish Existing Building and Construct New	$39,798,951	$45,650,920	$43,579,768	$50,440,520
Remodel Existing Building	$34,286,458	$38,554,326	$37,248,894	$42,330,236

Note that all of the estimates provided assume that the Municipal Court remains in its current location until at least 2011 when the lease expires. Estimates were based on existing buildings located at the 405 Corporate Center where the Municipal Court is currently located.

Remodeling an existing building would seem to save between $8 and $12 million, making this a more cost-effective solution. The estimated cost savings may not be sufficient to close the long-term financial gap identified in the most recent annexation fiscal models. Staff will provide an analysis of the impact at the December 4th Council study session.

PUBLIC SAFETY FACILITY SITE FEASIBILITY STUDY REPORT

FOR
CITY OF KIRKLAND, WASHINGTON

November 28, 2007 **DRAFT**

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PUBLIC SAFETY FACILITY SITE FEASIBILITY STUDY REPORT
FOR CITY OF KIRKLAND, WASHINGTON

November 28, 2007

BY CLAY WALLACE, AIA, LEED-AP
JENSEN/FEY ARCHITECTURE, PLANNING, AND INTERIORS

The City of Kirkland selected Jensen Fey Architecture, Planning, and Interiors to undertake a Public Safety Facility Site Feasibility Study. The purpose of the study is to analyze the feasibility and costs of locating a public safety facility comprising the Police Department, the Municipal Court, and Jail in the city, with particular emphasis on utilizing an existing building or buildings. Jensen Fey assembled a team of consultants which included Jim McClaren of McClaren, Wilson, & Lawrie, Public Safety Facility Planning Consultants of Phoenix Arizona, Ryan Dunham of Ryan Dunham Real Estate, Kirkland and David Rea of DKR & Associates, Cost Consultant of Edmonds Washington.

Background
The City of Kirkland's present population is approximately 47,200. The City covers an area of 11 square miles. The City provides many public services, some of which include necessary public safety services via the Police Department and Municipal Court.

The Police Department is located in the lower level of City Hall at 123 5th Avenue. The Police Department currently occupies approximately 20,200 square feet in City hall and has 103 full-time and is authorized for 114. The police additionally have use of approximately 5,300 square feet in the Municipal Court building for storage or other needs. The Police Department currently is comprised of administrative and operational areas for police staff, evidence storage, a basic forensics lab, the 911 communications center, and a twelve-bed misdemeanant jail. The jail which is located in City Hall is approximately 2,200 square feet in area.

The Municipal Court is located in a leased building at 11515 NE 118th Street within the Kirkland 405 Corporate Center in the Totem Lake area of the city. The City is the sole tenant in this 17,000 square foot building. The court with 10 full-time and 6 part-time is authorized for 12 full-time employees, occupies approximately 11,300 square feet and the Police Department utilizes the remaining area. In addition to Municipal Court services, Probation services are also provided at the Court building. The current building lease will expire in 2011.

The City has determined there is a need for additional space for its delivery of public services, particularly for Police services. To accommodate present needs and future growth, the City is exploring long-term options to develop a new Public Safety Facility. The Public Safety Facility would include the Police Department, the Municipal Court and a Jail.

The need for a new Public Safety Facility has become more urgent due to several developments:

- As Kirkland's population as grown over the last several years, there has been increasing pressure for more facility space to maintain the necessary levels of service in many of the City's departments, especially in the Police Department and Municipal Court. This need for more space is particularly evident at City Hall.

- Kirkland's population is expected to continue to grow which will further place pressure on the City's delivery of services and the need for new employees. This growth will exacerbate the current shortage of space at City Hall as well as its other facilities.

- The City is also considering the possibility of proceeding with a major annexation of unincorporated areas to the north and west of the present City boundaries. This Potential Annexation Area (PAA) encompasses about 7 square miles and has a population of about 33,000. Such annexation, if it proceeds, would increase the City's service area and require approximately 70 new Police and Court staff, with a corresponding need for more space in these departments. After annexation, the City's population would be around 80,200 and the City area would be about 18 square miles. See City Comparison Chart (Figure A) below which shows Kirkland's population after annexation as compared to surrounding cities 2006 populations.

Figure A: City Comparison Chart

City	Population	Area (Acres)
Kirkland	80,200	18
Bothell	31,400	12
Redmond	49,000	17
Woodinville	10,100	6
Kenmore	20,000	6
Issaquah	48,800	9
Bellevue	118,200	34

Annexation would almost instantly exponentially increase the demand for city services with a corresponding staffing need increase which will further impact the shortage of space in the City's current facilities.

- The City of Kirkland 12-bed jail facility is presently inadequate both in its current configuration, capacity and in its operation as it is a struggle to accommodate its current level of use. In 2002 King County advised the City of Kirkland and the many other Eastside communities that misdemeanant jail facility space it has provided for them will no longer be available after December 31, 2012. To address this news and the increasing jail utilization pressures the City contracted to Yakima County for 12.5 beds per day until December 31, 2010. As Kirkland's population continues to grow and combined with the potential annexation, the anticipated significant increase in the needed level of use of the current jail will not be supportable or possible, and the capacity of the jail will become

extremely inadequate. This development requires the City of Kirkland to find a solution for its future jail, detention, and corrections operations needs.

Scope of Study

The scope of this study is to analyze the feasibility and costs of locating a public safety facility comprising the Police Department, the Municipal Court, and Jail within the City of Kirkland, with particular emphasis on utilizing an existing building or buildings, with Annexation included as an impacting factor.

Tasks, Goals & Objectives

For the requirements of this study, the consultant team developed, in concert with City staff, the following list of Tasks, Goals & Objectives:

- Conduct meetings with appropriate City staff for background information and input.
- Perform necessary data collection and facility and other information about current public safety space use.
- Confirm the June 2003 (Revised September 2003) MWL Space Needs Study data for the Police, Jail, and Court Departments.
- Confirm Existing Size/SF of Police Dept and the Court.
- Prioritize Space Needs of the Police Dept for Current Function/Operations/LOS and Expansion & Future Needs.
- Prioritize Space Needs of the Municipal Court for Current Function/Operations/LOS and Expansion & Future Needs.
- Update/Determine New Facility/Building Size for the Police Dept, Court, and Jail.
- Determine Site Size/Land Area.
- Determine Site Development and Construction Square Footage Budgetary Costs.
- Develop/Establish Basic Siting Criteria.
- Identify Potential Properties - Sites and/or Buildings.
- Determine Possible Site/Existing Building Acquisition Costs

Resources

Various reports, documents, and resources where provided to the Consultant team. Some of these included:

- June 2003 (Revised September 2003) MWL Space Needs Assessment Report.
- May 2007 CRS, Inc. Analysis of Jail Options Report.
- Police Department Staffing Levels as of October 2007.
- Portions of Ricci Greene Study of Regional Jail Needs.
- July 3, 2007 Study Session Item # 3a, June 21, 2007 Memorandum.
- July 3, 2007 Jail Planning Update Presentation to City Council

Considerations and Assumptions
From the beginning of the Study, certain considerations, assumption, and requirements were established by City staff and the Consultant team. These were:

- Municipal Court to remain at present location until August 2011 (with option until August 2014).
- New Public Safety Facility Site to be sized for Future Court.
- Assume no Public Safety functions will remain at City Hall.
- Consider Public Safety Campus to include a co-located Police, Jail, and Municipal Court.
- Consider a co-located Police and Jail with the Court being nearby or in close proximity.
- Consider a co-located Police and Jail with future addition or construction of Court building.
- Study options to minimize site/land size as are practicable.
- Assume that 911 Communications and Dispatch may not be needed - dependant upon participation in and development of a regional/Eastside 911 communications center; referred to as NORCOM.
- Baseline will be the 2003 MWL Report's 2003 figures.
- For sizing facilities and site without Annexation - use the 2003 MWL Report's Milestone +2 without Annexation. (The +2 Milestone represents population growth projected approximately 15 to 20 years from today.)
- For sizing facilities and site with Annexation - use the 2003 MWL Report's Milestone +2 with Annexation.

Methodology
The City of Kirkland is facing daunting and difficult decisions for their public safety facilities that requires consideration of many factors, some which may conflict with each other and other City needs.

We began with a review of all provided reports and documents primarily focusing on the applicable portions of the June 2003 (Revised September 2003) MWL Space Needs Assessment Report that pertained to the Police Department, Municipal Court, and Jail's space needs and site considerations. We also digested the May 2007 CRS, Inc. Analysis of Jail Options Report with respect to Jail size based on recommended number of beds and its estimates of jail size and construction cost. We did not review nor consider jail operational costs or specific staffing requirements for jail operation and transportation needs, or attempt to choose from the various options presented in the CRS report.

One of the tasks of this study is to update and further analyze the June 2003 MWL Space Needs Assessment report's Recommended Option 2: New Police/Courts Facility – No Annexation and Recommended Option 2: New Police/Courts Facility – With Annexation, both of which included the Jail. The 2003 MWL report also discussed, from a space needs and planning perspective, whether to build a new public safety facility or buy property with existing buildings to renovate them for a new public safety facility. This study presents two cost scenarios as examples of these later: Purchasing existing property with existing building and demolishing the buildings, partially

renovating the site and constructing new buildings for a public safety facility, and purchasing existing property with existing building partially renovating the site and remodeling the buildings for a public safety facility. Neither of these two cost scenarios includes the Court, which is expected to remain at its current location until 2011, except to provide land for it to be eventually added to the Public Safety Facility.

A detailed analysis of the space needs square footage tabulations of the +2 Milestones with and without annexation as presented in the 2003 MWL report was performed. At the City's request, only the 2003 MWL report's 75-bed Jail space needs option was to be included and analyzed. The 2003 MWL report's 125-bed Jail space needs option was not to be considered as this was deemed to be too large for only Kirkland's jail needs. The +2 Milestone represents population growth approximately 15 to 20 years from today. Our analysis found some anomalies and minor discrepancies the 2003 MWL space needs square footage tabulations. Necessary adjustments were made and are presented in the "Corrected" tabulations (Figure B) below.

An assessment and calculation of the current size (square footage) and areas of City facilities occupied and used by the Police Department, the Court, and Jail was also conducted for a basis of comparison with the future space and area needs. The results are presented as "Current NSF" in the tabulations (Figure B) below.

Figure B:

Corrected Buildings NSF & Staff	w/o Annexation			w/ Annexation			Current	2007		Comments
	+ 2	Staff		+ 2	Staff		NSF	Staff		
Police Main Bldg	26,900	146		36,100	229		12,700	103		Current includes Communications staff of 16 in Police
Secondary Bldg	11,700			15,300			5,300			Staff in Police
Range	7,000			7,000						Staff in Police
Court	19,000	18		20,200	27		11,300	14		
Jail	20,350	23		20,450	24		2,200	11		
Total NSF & Staff	84,950	187		99,050	280		31,500	128		

We subsequently met separately with both the police department and the Municipal Court to review their current and anticipated future staffing levels and their current and anticipated future space needs with and without annexation. The projected future staffing levels from the 2003 MWL report and the current (2007) staffing levels are shown in Figure B above.

Public Safety 2003 staffing levels presented in the MWL Report were: Police staff = 80, Jail staff = 6, Court staff = 11; 97 total. As of 2007, Public Safety staffing levels are: Police staff = 103, Jail staff = 11, Court staff = 14; 128 total. Public Safety staff has increased by 31 in four years. This represents increases of 29 %, 83%, 27%, and 32% total respectively in four years. The largest

increase has occurred in jail staffing. The 2003 MWL Report projection of the Public Safety staffing at the + 2 Milestone (approx. 20 years) without annexation would be 187, a 93% increase over 2003 staffing level and the projection of the Public Safety staffing at the + 2 Milestone (approx. 20 years) with annexation would be 280, a 289% increase over 2003 staffing levels. These staff growth percentages appear to be large increases. However, continuing to add about 31 Public Safety staff every four years (as has occurred in the last four years without annexation) to the current 128, for the remaining 16 years of the 20 year projection, the Public Safety staffing level would be 252 as compared to the 187 without annexation levels in the MWL report. If compared to the 280 with annexation levels in the MWL report, the difference of 28 staff (280-252) could be attributable to the annexation. It should be noted the 2003 MWL report projections indicates a slight percentage growth drop-off after the first ten years for the remaining ten years. We conclude the Public Safety staffing growth is in generally progressing in accordance with the MWL projections (based on Kirkland's population growth) without annexation.

Two primary factors dictate space needs - functions and operations, and staff numbers. Staff requires work spaces such as desks, cubicles, and offices. Operational and functional needs require general and specialized spaces such as copy rooms, meeting rooms, file storage, courtrooms, interview rooms, and lobbies. To determine a reasonable building or facility size, it is necessary to establish both of these factors. When we met with the police department and the Municipal Court we asked for a realistic assessment of their anticipated future staffing levels and their anticipated future space needs based on current status. We asked them to prioritize both future staffing levels and future space needs, to assess what are the necessary functions, spaces, and staff that is required for service delivery in the short-term and what functions and spaces and corresponding staff could be added or expanded later to address the long-term needs. This might help to reduce the overall space need and the +2 milestone building size.

Staffing projections driven by population increases also assume maintaining similar though increasing levels of service delivery. The realities are that fiscal conditions, financial considerations, and funding capabilities also dictate staffing levels and future staffing increases. At additional meetings with City staff, the City of Kirkland's projections for Public Safety staffing levels based on the City's fiscal model's 20-year projections were reviewed. As a result, adjustments were made to the MWL report's +2 Milestone staffing levels to align them with the City's fiscal-driven staffing projections.

Additionally, the Consultant Team reviewed the 2003 MWL report's space standards, and individual space/room square footages, and circulation factors or allowances for efficiency and optimization potentials in the Police, Jail, and Court space needs which may help to reduce the overall space need and the +2 milestone building size. Examples of adjustments made were removal of the 911 Communication Center in the future to reflect the City's decision to join NORCOM, postponing the Police Range until a future date, assuming a few spaces can be expanded or added to at a future date as growth dictates, adding an additional Courtroom ad support spaces, and increasing circulation efficiency. The results of these efforts are presented in the Prioritized & Optimized Buildings net square footage (NSF) tabulations (Figure C) below.

Figure C:

Prioritized & Optimized Buildings NSF	w/o Annexation			w/ Annexation			Current	2007		Comments
	+ 2	Staff		+ 2	Staff		NSF	Staff		
Police Main Bldg	20,080	109		26,450	165		12,700	103		
Secondary Bldg	8,640			11,490			5,300			Staff in Police
Range	0			0			0			Staff in Police
Court	17,500	16		18,580	22		11,300	14		
Jail (50 to75)	14,800	16		18,300	19		2,200	11		
Total NSF & Staff	61,020	141		74,820	206		31,500	128		
Total Change	23,930	46		24,230	74					from Corrected

BUILDING SIZE DETERMINATION

With the Prioritized & Optimized Buildings NSF (net square footage), we calculated the gross square footage as single story buildings and also with a two-story Police building option. Gross square footage (GSF) includes interior floor areas also known as NSF, and a factor for space taken up by walls, structure, systems, and incidental spaces. Sometimes referred to as "grossing factors" the NSF is modified by the grossing factors to produce the GSF. Typical circulation square footage allowances are included in the NSF. See Buildings Gross Square Floor Areas and Footprints (Figure D) below.

Figure D:

Buildings GSF Floor Areas & Footprints												
	Building Floor Area (GSF)					Building Footprint (GSF) 2-story Police Main Bldg						
	w/o Annexation			w/ Annexation		w/o Annexation				w/ Annexation (1)		
Police Main Bldg	23,895	(ss)		31,476	(ss)		14,337	(ms)		18,885	(ms)	
Secondary Bldg (ss)	10,282			13,673			10,282			13,673		
Range (ss)	0			0			0			0		
Court (ss)	20,825			22,110			20,825			22,110		
Jail (50 to75) (ss)	19,240			23,790			19,240			23,790		
Total GSF	74,242			91,049			64,684			78,459		
Total Building Footprint in Acres	1.7			2.1			1.5			1.8		

Note:

(1) 60/40 Split for Multi-story (ms) assuming 2 story or 2 level building with 60% of square footage on ground floor (footprint) and 40% of square footage for upper floor.

(ss) = Single Story (ms) = multi-story

SITE SIZE DETERMINATION

With the building GSF determined for a all single story buildings option and for a two-story police and single-story Secondary, Court, and Jail building, we determine non-building elements such as parking, landscaping, and other exterior site areas which contribute to site size and the amount of land needed for a facility. See Figures E, F, and G for calculations of Parking Stalls provided and Parking Lot areas, and other site areas such as landscaping, setback zones, and trash dumpster enclosures.

Figure E:

Parking Stall Spaces & Parking Area Determination

Parking Determinations @ + 2 milestone (1)							
		Parking Req'd		Parking Req'd			Comments
		w/o Annexation		w/ Annexation			All parking at Grade
		# of Vehicles	Square Feet	# of Vehicles	Square Feet		
Police	Dept (2)	166	58,900	268	98,300		Communications Staff & Space Removed
	Public	see court		see court			Includes Secondary Building and Range
Court	Dept (3)	19	6,750	27	9,550		
	Public	75	26,250	75	26,250		
Jail	Dept	20	7,000	35	12,250		
	Public	see court		see court			
Subtotal		280	98,900	405	146,350		
Circulation Factor @ 25%			24,275		36,588		Reduced Circ Factor from 40% optimal to 25% minimum
Total Parking SF			123,625		18,938		
Total Parking Acres			2.8		4.2		
Parking Garage Option for Police, Jail, and Court Combined							
Total SF Required	assume 40% Stack efficiency		74,175		109,763		Parking garage not recommended for Police only and Police/Jail only options.
Acres Required			1.7		2.5		

Notes:
(1) Vehicle space allowance is 350 sf typical but some special police vehicles require 450 sf & 250 sf.
(2) Includes police fleet, staff, & shift overlap allowance.
(3) Includes staff and one transport van space at 450 sf.

Site Non-Parking & Non-Building SF Determination

Figure F:

Site Non-Parking & Non-Building SF Needs Calculations					
		w/o Annexation		w/ Annexation	
		single story	multi story	single story	multi story
Apron Areas (.5% of Parking/Circulation SF)		618	618	915	915
Controlled Motor Court Entry/Exit		2,000	2,000	2,000	2,000
Emergency Generator & Fuel Tanks		700	700	700	700
Outdoor Break Area		600	600	600	600
Trash Dumpster Enclosure & Loading Area		1,500	1,500	1,500	1,500
	Total	5,418	5,418	5,715	5,715
Setbacks (1)		20,328	19,393	27,970	26,711
Landscaping (2)		30,493	29,059	41,955	40,067
(1) 10% of Parking SF + Buildings Footprint + Non-Parking/Building	TOTAL SF	50,821	48,432	69,925	66,778
(2) 25% of Parking SF + Buildings Footprint + Non-Parking/Building less Setbacks	Total Acres Req'd	1.2	1.1	1.6	1.5

Figure G:

Site Non-Parking & Non-Building SF Needs Calculations based on Parking Garage Option					
		w/o Annexation		w/ Annexation	
		single story	multi story	single story	multi story
Apron Areas (.5% of Parking/Circulation SF)		371	371	549	249
Controlled Motor Court Entry/Exit		2,000	2,000	2,000	2,000
Emergency Generator & Fuel Tanks		700	700	700	700
Outdoor Break Area		600	600	600	600
Trash Dumpster Enclosure & Loading Area		1,500	1,500	1,500	1,500
	Total	5,171	5,171	5,349	5,349
Setbacks (1)		15,190	14,234	20,004	18,745
Landscaping (2)		22,785	21,351	30,006	28,118
(1) 10% of Parking SF + Buildings Footprint + Non-Parking/Building	TOTAL SF	37,975	35,586	50,010	46,863
(2) 25% of Parking SF + Buildings Footprint + Non-Parking/Building less Setbacks	Total Acres Req'd	0.9	0.8	1.1	1.1

Site/Land Area Required

Figure H:

Site Size Determination with Surface Parking Option

SITE Sizing	Single Story Police		Multi-Story Police (2 floors)	
	w/o Annexation	w/ Annexation	w/o Annexation	w/ Annexation
Police Only				
Police Buildings	34,177	45,149	24,619	32,558
Parking/Circulation	82,375	138,188	82,375	138,188
Non-Parking/Building	5,418	5,715	5,418	5,715
Setbacks/Landscape	50,821	69,925	48,432	66,778
Site SF	172,791	258,976	160,844	243,238
Site ACRES	4.0	5.9	3.7	5.6
Police & Jail Only				
Buildings	53,417	68,939	43,859	56,348
Parking/Circulation	99,876	168,813	98,875	168,813
Non-Parking/Building	5,418	5,715	5,418	5,715
Setbacks/Landscape	50,821	69,925	48,432	66,778
Site SF	209,531	313,391	197,584	297,653
Site ACRES	4.8	7.2	4.5	6.8
Police, Jail, and Court				
Buildings	74,242	91,049	64,684	78,459
Parking/Circulation	130,625	189,938	130,625	189,938
Non-Parking/Building	5,418	5,715	5,418	5,715
Setbacks/Landscape	50,821	69,925	48,432	66,778
Site SF	261,106	356,626	249,159	340,888
Site ACRES	6.0	8.2	5.7	7.8

Figure I:

Site Size Determination with Parking Garage/Deck Option

SITE Sizing	Single Story Police		Multi-Story Police (2 floors)	
	w/o Annexation	w/ Annexation	w/o Annexation	w/ Annexation
Police Only				
Police Buildings	34,177	45,149	24,619	32,558
Parking/Circulation	82,375	138,188	82,375	138,188
Non-Parking/Building	5,171	5,349	5,171	5,349
Setbacks/Landscape	38,397	51,540	36,007	48,392
Site SF	160,120	240,225	148,172	224,487
Site ACRES	3.7	5.5	3.4	5.2
Police & Jail Only				
Buildings	53,417	68,939	43,859	56,348
Parking/Circulation	99,875	168,813	98,875	168,813
Non-Parking/Building	5,171	5,349	5,171	5,349
Setbacks/Landscape	38,397	51,540	36,007	48,392
Site SF	196,860	294,640	184,912	278,902
Site ACRES	4.5	6.8	4.2	6.4
Police, Jail, and Court				
Buildings	74,242	91,049	64,684	78,459
Parking/Circulation	81,175	116,763	81,175	116,763
Non-Parking/Building	5,171	5,349	5,171	5,349
Setbacks/Landscape	38,397	51,540	36,007	48,392
Site SF	198,985	264,700	187,037	248,962
Site ACRES	4.6	6.1	4.3	5.7

AT A GLANCE SUMMARY

An At-A-Glance Summary of the results of the calculations of the three main components of the study; Building Sizes, Parking required and Parking Area Sizes, and Site Size for the +2 Milestones, with and without Annexation follows.

KIRKLAND PUBLIC SAFETY SITE STUDY - *AT A GLANCE SUMMARY*

11/28/2007

Building Size, Parking, Site Size, and Estimated Construction Costs Summary: Approximate +2 (15 to 20 year) projection milestone

Buildings Sizes (GSF)	Current Space (Approximate)	Corrected Original Needs (1 Story) w/o Annexation	Corrected Original Needs (1 Story) w/Annexation	Corrected Original Needs (2 Story) w/o Annexation	Corrected Original Needs (2 Story) w/Annexation	Prioritized/Optimized (1 Story) w/o Annexation	Prioritized/Optimized (1 Story) w/Annexation	Prioritized/Optimized (2 Story)* w/o Annexation	Prioritized/Optimized (2 Story)* w/Annexation
Police	12,700	32,011	42,959	19,207	25,775	23,895	31,476	14,337	18,885
Secondary	5,300	13,923	18,207	13,923	18,207	10,282	13,673	10,282	13,673
Subtotal	18,000	45,934	61,166	33,130	43,982	34,177	45,149	24,619	32,558
Jail	2,200	24,217	24,336	24,217	24,336	19,240	23,790	19,240	23,790
Court	11,300	22,610	24,038	22,610	24,038	20,825	22,110	20,825	22,110
Range	0	8,330	8,330	8,330	8,330	0	0	0	0
TOTAL	31,500	101,091	117,870	88,287	100,686	74,242	91,049	64,684	78,458

* Only Police Building is 2-story and Police Building GSF shown is estimated size of first floor footprint. Total Police Building GSF is 23,895 w/o Annexation and 31,476 w/ Annexation.

Parking Required All Surface Parking	Department	Corrected Original Needs (1 Story) Parking Req'd w/o Annexation	Corrected Original Needs (1 Story) Parking Req'd w/ Annexation	Corrected Original Needs (2 Story) Parking Req'd w/o Annexation	Corrected Original Needs (2 Story) Parking Req'd w/ Annexation	Prioritized/Optimized (1 Story) Parking Req'd w/o Annexation	Prioritized/Optimized (1 Story) Parking Req'd w/ Annexation	Prioritized/Optimized (2 Story)** Parking Req'd w/o Annexation	Prioritized/Optimized (2 Story)** Parking Req'd w/o Annexation
	Police	166	268	166	268	166	268	166	268
	Court	19	27	19	27	19	27	19	27
	Jail	20	35	20	35	20	35	20	35
	Public	75	75	75	75	75	75	75	75
Total # of Vehicles provided for:		280	405	280	405	280	405	280	405
Parking Square Footage Required (1)		138,460	204,890	138,460	204,890	123,625	182,938	123,625	182,938

** W/O Annexation assumes Court remains at present location.

Site Sizes (Acres) Required	Corrected Original Needs (1 Story) w/o Annexation	Corrected Original Needs (1 Story) w/Annexation	Corrected Original Needs (2 Story) w/o Annexation	Corrected Original Needs (2 Story) w/Annexation	Prioritized/Optimized (1 Story) w/o Annexation	Prioritized/Optimized (1 Story) w/Annexation	Prioritized/Optimized (2 Story)*** w/o Annexation	Prioritized/Optimized (2 Story)*** w/o Annexation
Police & Secondary Only	5.2	7.5	4.8	7.0	4.0	5.9	3.7	5.6
Police, Secondary & Jail Only	6.2	8.9	5.8	8.4	4.8	7.2	4.5	6.8
Police, Secondary, Jail & Court	7.5	10.0	7.1	9.5	6.0	8.2	5.7	7.8

Minimum Site Size w/o Annexation (based on 2-story police building, 1-story other buildings & surface parking): 5.6 Acres
Maximum Site Size w/ Annexation (based on 2-story police building, 1-story other buildings & surface parking): 7.8 Acres

Note: Providing a Parking Structure will reduce site size further by 0.3 acres but would increase overall facility cost.
Note: Placing the Jail under the Police building will reduce site size further by 0.4 acres but would increase overall building cost.
*** Based on Police Building estimated size of first floor footprint.

BUDGETARY COSTS FOR CONSTRUCTION

The following information is based upon research and analysis of construction square foot (SF) cost for various structures including police facilities, municipal court facilities, detention facilities and a parking garages using similar building types, historical costs, RS Means, and conversations with contractors and architects. Additional cost analysis was performed for surface parking, site development and building demolition. Costs are based upon 2008 construction. Escalation of construction costs ranges from 6% to as high as 12% per year, mostly for material and labor, must be added with 8% being typical in this area. Additionally, these cost averages allow for normal site conditions and do not include extensive site development or special foundations involving piling, shoring and over excavation and backfill. Figure K shows estimated construction costs for each of the Public Safety buildings using the Prioritized & Adjusted (1 Story) Square Footages (see the At-A-Glance Summary) and also using the higher square foot units cost amounts below.

Police Facility

A new facility of medium quality should run from $210 to $240 per square foot. Remodeling of an existing building including seismic upgrades and systems upgrades should run from $125 to $145 per square foot.

Police Evidence/Storage Secondary Facility

A new facility of medium quality should run from $140 to $150 per square foot. Remodeling of an existing building including seismic upgrades and systems upgrades should run from $85 to $90 per square foot.

Municipal Court Facility

A new facility of medium quality should run from $190 to $220. The cost for this building type can increase substantially with design and level of finishes. Remodeling of an existing building including seismic upgrades and systems upgrades should run from $115 to $135 per square foot.

Detention/Jail Facility

A new facility of medium quality and meeting the corrections criteria should average $250 to $300 per square foot. Remodeling of an existing building including seismic upgrades and systems upgrades should run from $200 to $240 per square foot.

Parking Garage

Assume a 150 stall concrete parking garage with two levels with the first level on grade. Also assume 400 SF per stall to include circulation for an area of 60,000 SF. If the second level is open verses covered, then the cost should average between $50 and $60 per square foot, or $20,000 to $24,000 per stall. For cost economy, the 1st floor walls would have a large percentage of openings while at the same time provide for structure shear and eliminate the need for ventilation. Cost will escalate considerably with design features, structures above the garage and below grade parking.

Surface Parking
Assume 400 SF per stall to include circulation and require a similar area as a structured parking garage. On grade parking will include components of earthwork, asphalt paving, striping, landscaping, storm system and lighting. Assume limited excavation and earthwork, the cost for new surface parking should average between $5 to $7 per square foot of area or between $2,000 and $2,800 per stall.

Site Development
Cost of site development can vary greatly depending upon clearing, earthwork and grade changes, utility requirements and the types of site improvements necessary for the project. A typical 6 to 8 acre site with minimum grade changes, useable on site soils, utility connections at property line, limited storm system, standard asphalt parking, landscaping and improvements should run from $5 to $8 per square foot. The cost will increase with clearing, demolition, material export or import, storm detention and water quality, water pressure, power requirements and improvements.

Building Demolition
Building demolition cost run from $3 to $5 per square foot, excluding any hazardous waste and materials abatement or removal. These costs vary depending upon the materials being demolish, access to structures, salvage value and size of structure.

Building Remodeling
The cost to remodeling existing spaces for like use will depend on the extent of the renovation and typically exclude any hazardous waste and materials abatement or removal. Renovations can be as little as $20 SF for painting & new flooring. Complete interior gut and remodel can cost as much as a new structure and more taking into account seismic and code upgrades along with complete mechanical and electrical overhaul and exterior restoration. Generally, excluding seismic, major mechanical and electrical systems upgrades, $50 to $60 per square foot is a reasonable budget amount for “office-like” construction and includes interior demolition and minor exterior upgrades but no seismic upgrades.
For seismic upgrades and more extensive remodeling renovation construction costs should be budgeted at approximately 60% of new construction cost for each building type. For more robust institutional and jail construction, the remodeling and major renovation construction costs should be budgeted at approximately 80% of new construction cost for each building type.

Cost for all of the above will vary depending on time of year construction will take place. The economic conditions at the time of construction will also impact cost, such as is now the case in the Puget Sound region.

Construction Cost Contingencies
Construction cost contingencies of between 5% and 20% should be provided for to cover unidentified and unanticipated site and building construction costs, and change orders which may occur during construction. The lower percentage amount may be acceptable for new construction but remodels, renovations, and additions to existing buildings should be included at the higher

percentage unless a thorough assessment and investigation is performed on the existing building and structure prior to design, bid and construction.

Escalation Factor
There is some volatility in the current construction market for both materials and labor which reflects rising fuel prices, cost of production, and the general economic uncertainty. However, for this area, the cost escalation per year for construction is ranging from 6% to 10% mainly for materials cost increases and ongoing shortage of experienced reliable labor. It is suggested that the average figure of 8% be applied for each year beyond the mid-point of 2008 that construction bids for the Public Safety facility have not been received or a contract for construction awarded.

Soft Costs
Soft costs account for all non-construction related costs including sales taxes, design and engineering fees, permit fees, utility charges and fees, FF&E costs for furniture/fixtures/equipment or non-fixed items, moving and relocation costs, and other similar costs. These soft costs can vary greatly from project to project but should range from about 55% to 60% of the construction cost budget.

Sustainability and LEED Compliance Costs
It is generally assumption that applying sustainability requirements to design and construction as well as site development will add significant costs to a project. This is not the case. Implementing sustainability requirements into a project may add about 5% to the construction costs depending on the project including necessary documentation and certification costs, with some projects being much very less.

ESTIMATED CONSTRUCTION COSTS FOR THE PUBLIC SAFETY BUILDINGS

Figure K:

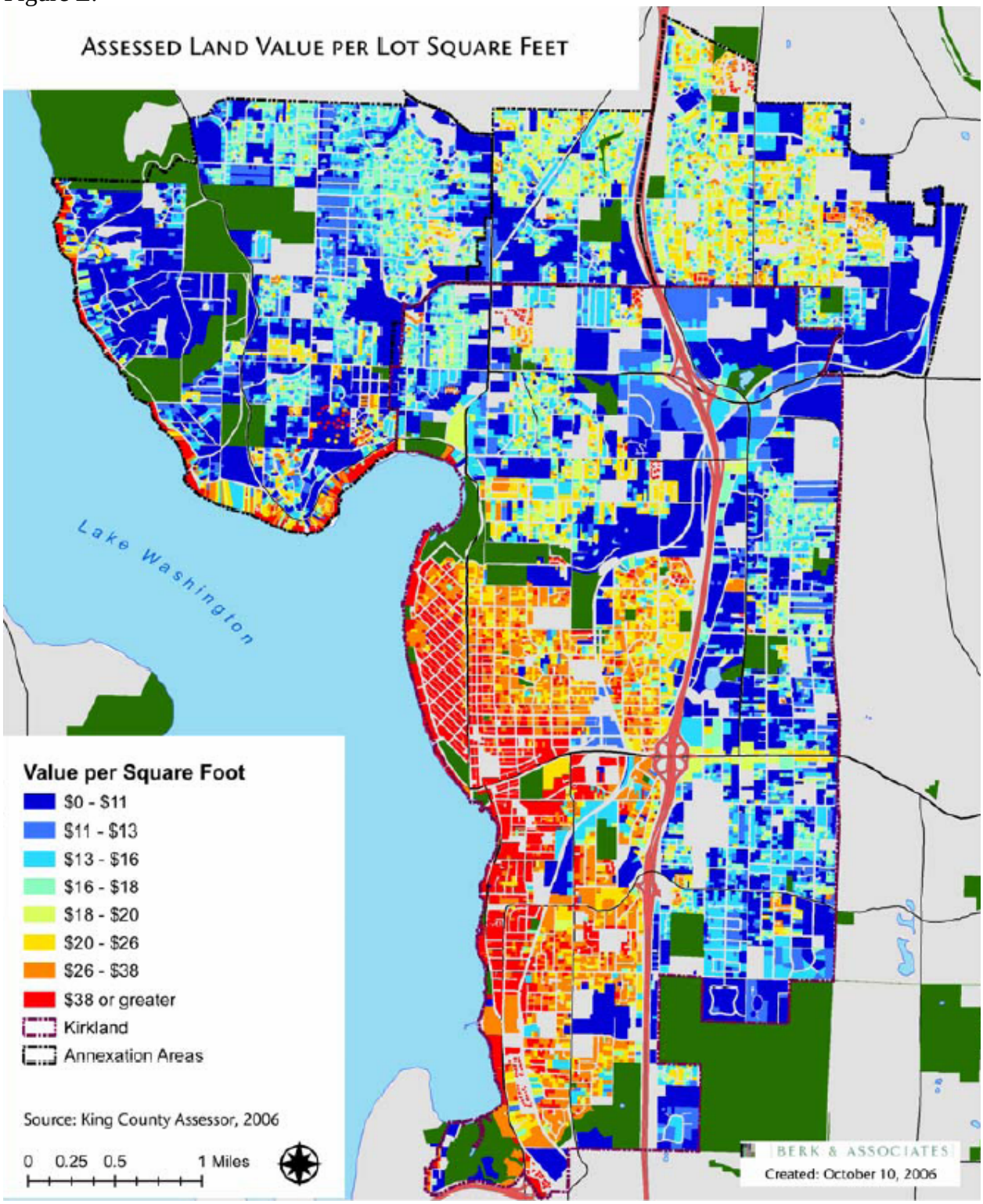
Estimated Buildings Construction Costs ***	2008 Cost/SF			New Building Construction			Remodel Building Construction	
	New	Remodel		w/o Annexation	w/Annexation		w/o Annexation	w/Annexation
Police	$240	$145		$5,734,800	$7,554,240		$3,464,775	$4,564,020
Secondary	$150	$90		$1,542,300	$2,050,950		$925,380	$1,230,570
Jail	$300	$135		$5,772,000	$7,137,000		$4,617,600	$5,709,600
Court	$220	$135		$4,581,500	$4,864,200		$2,811,375	$2,984,850
Range (Deferred)	$0	$0		$0	$0		$0	$0
Total Construction Cost (2008 $)				$17,630,600	$21,606,390		$11,819,130	$14,489,040
*** Soft Costs including sales taxes, Contingencies, and Escalation Not Included and Costs shown use the Prioritized & Adjusted (1 Story) Square Footages.								

ASSESSED LAND VALUE AND COST OF PROPERTY

Assessed land values do not directly correlate to the cost or price of property but it may be used as a general indicator of where less costly areas versus more costly areas can be found. In Kirkland, there are patterns in the assessed land values on a per square foot basis; with the highest values find along the water, downtown, and concentrated in some of the older neighborhoods. See Figure X below. There also are significant differences in assessed land values between the PAAs, areas east of I-405, and the higher value areas of the City. Just as assessed land values vary, the cost of property - land and real estate varies significantly throughout Kirkland and even within the same neighborhoods.

Land costs can vary from a several dollars per acre or hundreds of dollars per square foot and more. It is “location, location, location” and potential use, as well as market forces that establishes cost and prices of land and properties. The cost of previously developed and built-on properties is even more variable as the value of the land is tied in with improvements made or built on the land. Comparison of very similar sizes and types of properties is one of the best methods to evaluate real estate. However, all other thing being equal, location will still affect cost.

Figure L:


Assessed Land Value per Lot Square Feet
Lake Washington
Value per Square Foot
$0 - $11
$11 - $13
$13 - $16
$16 - $18
$18 - $20
$20 - $26
$26 - $38
$38 or greater
Kirkland
Annexation Areas
Source: King County Assessor, 2006
0 0.25 0.5 1 Miles
BERK & ASSOCIATES
Created: October 10, 2006

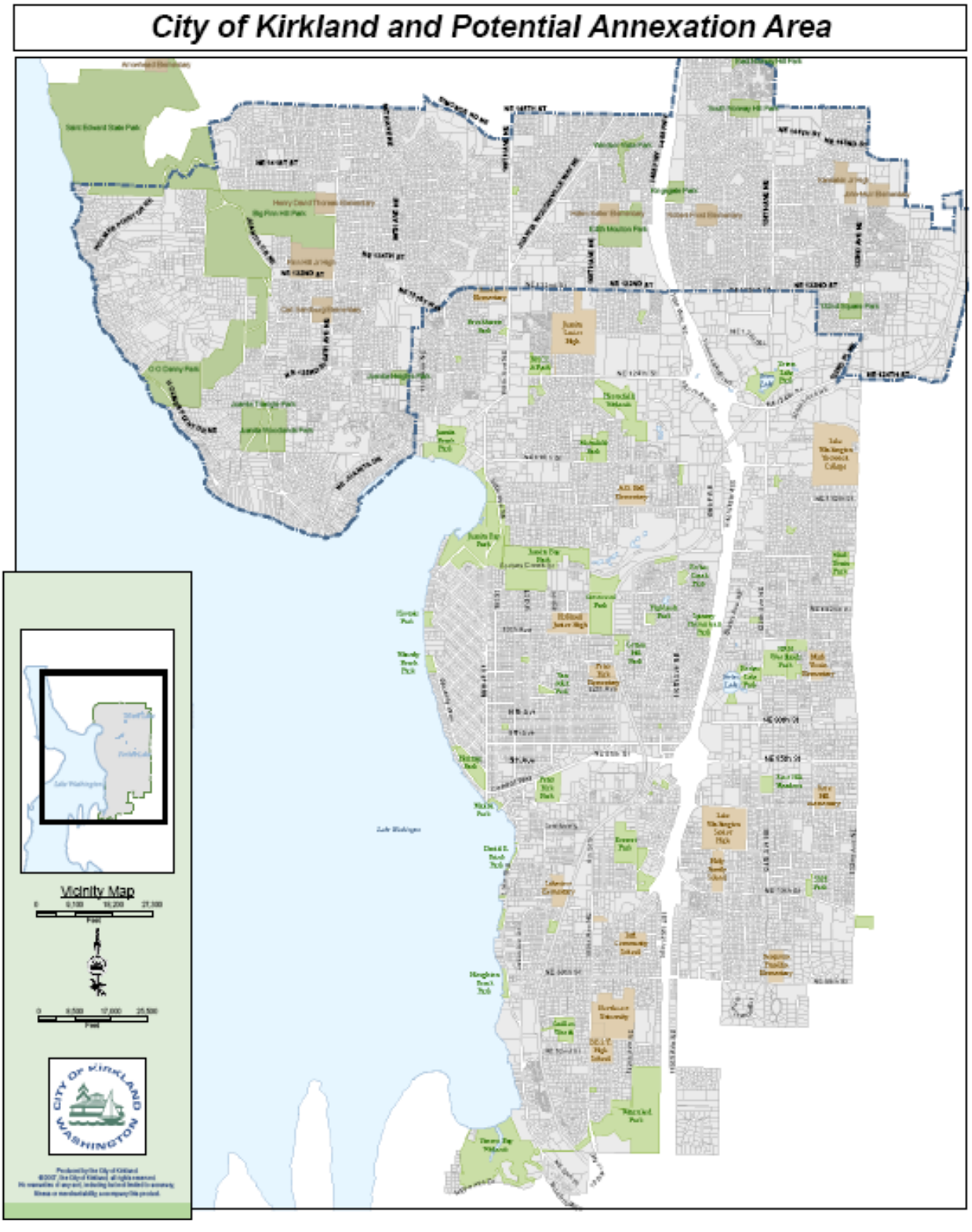
IDENTIFICATION OF POTENTIAL PROPERTIES – SITES AND/OR BUILDINGS

Site Location

While having city administration and core civic facilities near the city center frequently deemed valuable, many believe that the police functions (which rely primarily on vehicular response) can be located in any where as long as they are easy to find, especially for someone in distress. Development of a single Public Safety Facility or co-locating Police and Courts functions makes sense primarily for security and staff safety reasons. Some communities also believe locating a new police facility in a specific area is a way to offer a measure of support for a potentially troubled neighborhood.

Proximity to downtown Kirkland has been discussed and explored. This is partially because the Police Department is already near the historic core of Kirkland and also because many local trends (Bothell, Issaquah, and Bellevue, for example) suggest that staying near or moving even nearer to the core of the City is desirable. Kirkland has always enjoyed a vibrant City core, with a host of entertainment, retail, and cultural amenities. The ability to assemble a suitable parcel of land to address both space needs and adequate parking needs, while allowing for future growth, has probably come and gone, and would likely be too costly for the City. As an alternative to the downtown location, finding an underdeveloped or "raw land" or an underutilized site elsewhere in Kirkland and building a new Public Safety Facility is one siting option that was explored. Other siting options that were considered are purchase and demolish existing structures then build new, or buy and adapt/renovate the existing building or buildings, or some combination of these.

Real estate – land and buildings that are available for sale or "might" be for sale changes rapidly, varying virtually daily. As such it is difficult on any given day to find properties that may be potentially suitable for siting the Public Safety facility. Based on the site and building size requirements presented in this study and during the time span of this study, no undeveloped or "raw" land of even the "without annexation" minimum size was found or available on the market for purchase. A few undeveloped properties, just over 2 acres and a recently sold 7.75 acres parcel were found during our searching. Several previously developed properties with a building or buildings that might be suitable for the Public Safety facility were identified, although all but two would require aggregating adjacent properties or are likely too small either in land area or building square footage for a complete Public Safety facility without acquiring adjacent property or making significant alternations and improvements to them. See the APPENDIX for information about these properties. A map (Figure M) of the City of Kirkland and showing the Potential Annexation Area (PAA) follow is provided for information purposes.


City of Kirkland and Potential Annexation Area
Vicinity Map
CITY OF KIRKLAND
WASHINGTON

PROBABLE PROJECT COST & BUDGET SCENARIOS

Presented below in Figures N, O, P, and Q are four Estimated Project Budget scenarios including estimates of probable project construction costs and real estate purchase costs for the Public Safety Facility. Two representative properties in the Totem Lake area with existing buildings of appropriate sizes were selected to provide "real-world" property purchase cost as well as site and building square footages. The scenarios present both new construction and remodeling options each using both the lower and higher ends of the unit cost range. Costs are also calculated for both Without Annexation and With Annexation. The representative properties are smaller than this study's recommended site sizes for the Public Safety facility. The Municipal Court is not included in the calculations because it is assumed it will remain at its current location for several more years. Ideally, the site or buildings would be large enough to reserve space for the eventual relocating and construction of a new Municipal Court building and the associated parking.

Figure N:

Estimate of Probable Project Costs - Scenario A1: Demolish & Rebuild			*Representative Example: Kirkland 405 Corporate Center - Buildings C & E*					
High End of Cost Range	Size/Area w/o Annexation		Estimated Cost	Size/Area w/ Annexation		Estimated Cost	Est. Cost per Unit	
Property Purchase	3.36	Acres		3.36	Acres			
Land (for Police/Secondary/Jail/Court)	146,362	sf	3,659,000	146,362	sf	3,659,000	25	sf
with 2 Commercial Building(s)	71,000	sf	15,691,000	71,000	sf	15,691,000	221	sf
Combined Property Size & Cost	217,362	sf	19,350,000	217,362	sf	19,350,000	246	sf
Demolish Building(s)	71,000	sf	355,000	71,000	sf	355,000	5	sf
Construction Costs								
Site Redevelopment (50%)	73,181	sf	585,446	73,181	sf	585,446	8	sf
Construct New Surface Parking (50%)	82,375	sf	576,625	138,188	sf	967,316	7	sf
Construct New 2-story Police Bldg	23,895	sf	5,734,800	31,476	sf	7,554,240	240	sf
Construct New Secondary Bldg	10,282	sf	1,542,300	13,673	sf	2,050,950	150	sf
Court Building - future	20,825	sf	0	22,110	sf	0	0	sf
Construct New Jail	19,240	sf	5,772,000	23,790	sf	7,137,000	300	sf
Construction Cost Subtotal			14,211,171			18,294,952		
Construction Contingency (5%)			710,559			914,748		
Total Construction Cost			14,921,730			19,209,700		
Soft Costs (55% of Const Costs)			8,206,951			10,565,335		
Total Probable Project Cost			42,833,681			49,480,035		
Additional Costs:								
Sustainable/LEED Costs			746,086			960,485		
(5% of Construction Costs)								
TOTAL ESTIMATED PROJECT BUDGET			**$43,579,768**			**$50,440,520**		

Figure O:

Estimate of Probable Project Costs - Scenario A2: Remodel			*Representative Example: Kirkland 405 Corporate Center - Buildings C & E*					
High End of Cost Range	Size/Area w/o Annexation		Estimated Cost	Size/Area w/ Annexation		Estimated Cost	Est. Cost per Unit	
Property Purchase	3.36	Acres		3.36	Acres			
Land (for Police/Secondary/Jail/Court)	146,362	sf	3,659,000	146,362	sf	3,659,000	25	sf
with 2 Commercial Building(s)	71,000	sf	15,691,000	71,000	sf	15,691,000	221	sf
Combined Property Size & Cost	217,362	sf	19,350,000	217,362	sf	19,350,000	246	sf
Demolish Building - N/A	0	sf	0	0	sf	0	0	sf
Construction Costs								
Site Redevelopment (50%)	73,181	sf	585,446	73,181	sf	585,446	8	sf
Construct New Surface Parking (50%)	82,375	sf	576,625	138,188	sf	967,316	7	sf
Remodel Bldg for Police	23,895	sf	3,464,775	31,476	sf	4,564,020	145	sf
Remodel Bldg for Secondary Bldg	10,282	sf	925,380	13,673	sf	1,230,570	90	sf
Court Building - future	20,825	sf	0	22,110	sf	0	0	sf
Remodel Bldg for Jail	19,240	sf	4,617,600	23,790	sf	5,709,600	240	sf
Construction Cost Subtotal			10,169,826			13,056,952		
Construction Contingency (10%)			1,016,983			1,305,695		
Total Construction Cost			11,186,809			14,362,648		
Soft Costs (55% of Const Costs)			6,152,745			7,899,456		
Total Probable Project Cost			36,689,554			41,612,104		
Additional Costs:								
Sustainable/LEED Costs			559,340			718,132		
(5% of Construction Costs)								
TOTAL ESTIMATED PROJECT BUDGET			**$37,248,894**			**$42,330,236**		

Figure P:

Estimate of Probable Project Costs - Scenario B1: Demolish & Rebuild			*Representative Example: Kirkland 405 Corporate Center - Buildings C & E*					
Low End of Cost Range	Size/Area w/o Annexation		Estimated Cost	Size/Area w/ Annexation		Estimated Cost	Est. Cost per Unit	
Property Purchase	3.36	Acres		3.36	Acres			
Land (for Police/Secondary/Jail/Court)	146,362	sf	3,659,000	146,362	sf	3,659,000	25	sf
with 2 Commercial Building(s)	71,000	sf	15,691,000	71,000	sf	15,691,000	221	sf
Combined Property Size & Cost	217,362	sf	19,350,000	217,362	sf	19,350,000	246	sf
Demolish Building(s)	71,000	sf	213,000	71,000	sf	213,000	3	sf
Construction Costs								
Site Redevelopment (50%)	73,181	sf	365,904	73,181	sf	365,904	5	sf
Construct New Surface Parking (50%)	82,375	sf	411,875	138,188	sf	690,940	5	sf
Construct New 2-story Police Bldg	23,895	sf	5,017,950	31,476	sf	6,609,960	210	sf
Construct New Secondary Bldg	10,282	sf	1,439,480	13,673	sf	1,914,220	140	sf
Court Building - future	20,825	sf	0	22,110	sf	0	0	sf
Construct New Jail	19,240	sf	4,810,000	23,790	sf	5,947,500	250	sf
Construction Cost Subtotal			12,045,209			15,528,524		
Construction Contingency (5%)			602,260			776,426		
Total Construction Cost			12,647,469			16,304,950		
Soft Costs (55% of Const Costs)			6,956,108			8,967,723		
Total Probable Project Cost			39,166,578			44,835,673		
Additional Costs:								
Sustainable/LEED Costs			632,373			815,248		
(5% of Construction Costs)								
TOTAL ESTIMATED PROJECT BUDGET			**$39,798,951**			**$45,650,920**		

Figure Q:

Estimate of Probable Project Costs - Scenario B2: Remodel			*Representative Example: Kirkland 405 Corporate Center - Buildings C & E*					
Low End of Cost Range	Size/Area w/o Annexation		Estimated Cost	Size/Area w/ Annexation		Estimated Cost	Est. Cost per Unit	
Property Purchase	3.36	Acres		3.36	Acres			
Land (for Police/Secondary/Jail/Court)	146,362	sf	3,659,000	146,362	sf	3,659,000	25	sf
with 2 Commercial Building(s)	71,000	sf	15,691,000	71,000	sf	15,691,000	221	sf
Combined Property Size & Cost	217,362	sf	19,350,000	217,362	sf	19,350,000	246	sf
Demolish Building - N/A	0	sf	0	0	sf	0	0	sf
Construction Costs								
Site Redevelopment (50%)	73,181	sf	365,904	73,181	sf	365,904	5	sf
Construct New Surface Parking (50%)	82,375	sf	411,875	138,188	sf	690,940	5	sf
Remodel Bldg for Police	23,895	sf	2,986,875	31,476	sf	3,934,500	125	sf
Remodel Bldg for Secondary Bldg	10,282	sf	873,970	13,673	sf	1,162,205	85	sf
Court Building - future	20,825	sf	0	22,110	sf	0	0	sf
Remodel Bldg for Jail	19,240	sf	3,848,000	23,790	sf	4,758,000	200	sf
Construction Cost Subtotal			8,486,624			10,911,549		
Construction Contingency (10%)			848,662			1,091,155		
Total Construction Cost			9,335,286			12,002,704		
Soft Costs (55% of Const Costs)			5,134,408			6,601,487		
Total Probable Project Cost			33,819,694			37,954,191		
Additional Costs:								
Sustainable/LEED Costs			466,764			600,135		
(5% of Construction Costs)								
TOTAL ESTIMATED PROJECT BUDGET			**$34,286,458**			**$38,554,326**		

SITE CONSIDERATIONS

Site evaluation and selection must be carefully considered whether exploring the possibility of renovation of an existing facility, acquisition of an adaptive re-use facility or new construction. There are many essential components of site evaluation:

* Cost of land
* Cost of site development
* Size and shape of site
* Potential for multiple uses
* Public access to site (vehicular and pedestrian)
* Visibility and views
* Proximity to other governmental functions – a neighborhood context
* Travel and mileage issues
* Positioning of new facility on site
* Security
* Noise and traffic impact
* Expansion possibilities
* Former use of identified land
* Possible ground contamination
* Possibility of locating artifacts during site preparation & excavation
* Zoning
* Utilities/easements
* Topography/geotechnical/soils
* Waterbodies/wetlands/floodplain/stormwater control

Several acquisition issues must be kept in mind. It is always advisable to consider multiple sites for comparative purposes. All potential sites must be examined carefully for needed characteristics, functions and detractions.

Site & Building Options

Since various options and scenarios may require consideration of a site or sites for a new public safety facility, the following general information is offered to aid in the process.

GENERAL SITE CONSIDERATIONS CRITERIA

It is useful to point out some general site considerations and criteria that historically govern successful Police, Courts, and facility planning and locating site for such facilities.

Provide A Space Cushion

In the past decade the entire Seattle region has seen its population surge. This has particularly been the case in King, Pierce and Snohomish Counties. So while Kirkland's physical size is relatively fixed, unless or until annexation occurs, and assuming Kirkland will not see great surges in

population, the City must address the implications of having rapidly growing neighbors, especially as population densities increase. While the explosive growth of the recent past in the surrounding counties may begin to ease, the entire I-5 and I-405 corridor from Puyallup to Arlington can expect nothing but growth. Any solution for or site under consideration for the locating the Kirkland Public Safety Facility on must allow for the potential of Annexation.

Therefore, any new public safety facility solution must anticipate enough land to allow for Kirkland's complete 'build-out' condition. Further, no matter how well planned any new public safety facility is, by necessity, it undergo periodic renovations and infrastructure upgrades. Therefore, the initial planning effort must seek to provide the best possible foundation for all future expansions.

Multi-Story Solution and/or a Parking Structure

In cities like Kirkland, where large tracts of land are no longer easily available and land is costly, a typical strategy is to build a multi-story building perhaps with under-building parking, underground parking, or an elevated parking deck or structure.

Historically, multi-story Police facilities (two or more stories) of the size here do not work as well operationally as single story configurations. This is because many of the functions in a Police facility need close adjacencies to the public, or with fleet vehicles. In essence, most functions in a Police facility 'want' to be on a ground level. The experience of the Consultant Team indicates that Police facilities are typically limited to one-story until their size exceeds approximately 40,000-45,000 square feet. Since Kirkland's Police and Jail facility exceed this, consideration of a multi-story facility is clearly warranted.

A multi-story solution requires the addition of elevators into the project. It also requires additional restrooms and the inclusion of two or more stairs. The result is a cost trade-off to the project – less land, less roof area, more restrooms and stairs, and elevators. In essence, the cost of preserving land is a building with more space and a degree of redundant space.

Further, Building Codes generally consider Police facilities, 911 Communications/Dispatch Centers, and Emergency Operations Centers as "Essential Services Buildings" requiring them to be constructed to higher seismic and wind standards than more typical construction. As such, the cost per square foot correspondingly increases to meet the higher standards. This also can make renovations or retrofits of existing buildings more difficult and more difficult and costly than the norm. This frequently results in making renovation and remodeling less cost effective. Evidence storage buildings and similar police facilities as well as Municipal Courts and similar public safety buildings typically are not considered "Essential Services Buildings"

For a typical office building or for any commercial building, the minimum level of performance required would be Life Safety. The Life Safety Performance Level contemplates significant damage to both structural and nonstructural components during a seismic event, though at least some margin against either partial or total structural collapse remains. Mechanical, electrical,

plumbing, fire protection and other systems necessary for normal operations are expected to be completely nonfunctional due to failure, breakage, and collapse. If repairs to the structure and other systems are possible, the building can not be occupied while repairs are conducted. Injuries may occur, but the level of risk for life-threatening injury and entrapment is low.

For a building housing the Police Department, jail and other associated or related functions; the minimum level of performance for this type of "essential facility and operations" would be Immediate Occupancy. Immediate Occupancy Performance Level: Some times referred to as Operational Level, buildings at this performance level are expected to experience only negligible damage to structural components and minor damage to nonstructural components. The building's structure will retain nearly all of its pre-seismic event strength and stiffness, and all mechanical, electrical, plumbing, and other systems necessary for the normal operations are expected to be functional. If repairs are required, these can be conducted at the convenience of the occupants. The risk to life safety is negligible.

If any selected site is large enough to allow for most of the needed parking to be located on-grade, then future building expansions could be easily built by converting parking to a deck when needed. If such a site is not available (and this will likely be the case) then some type of structured parking capable of supporting 'build-out' needs would like be necessary.

SITE SIZE

Location and size usually tie for the most important selection criteria for a public safety facility. Any potential candidate site should be capable of providing:

* On-site secure staff and fleet parking.
* Highly visible public parking for citizens who will come to transact business public safety center.
* Space for specialized Police equipment and activities such as vehicle examination, retention of large/bulky evidence, etc.
* Sufficient space for appropriate landscaping and green buffers.

SITE ACCESS & VISIBILITY

Locate any candidate site on, adjacent to, or very near prominent streets. A new Public Safety facility should become an instantly recognizable landmark. The Police building should be available as an area of refuge for a citizen in distress.

SECOND EXIT

Provide two or more vehicular exits – onto two different streets – to serve the Police fleet areas. This allows for fleet mobility in the event that one of the exits is subjected to closure for any reason.

UTILITY DELIVERY

It is important to locate the primary incoming connections for utilities in a secure area. This prevents the opportunity for mischief and disruptive vandalism.

TRASH DISPOSAL, SUPPLIES & DELIVERIES

Give careful consideration for locating space necessary for trash removal and the delivery of supplies.

TOPOGRAPHY

Optimal sites should not be overly steep in terrain. A flat site or a site with a moderate grade typically allows for more perimeter vehicular access and increases the potential to introduce light into the building. A moderate slope can also be suitable providing access to the building on multiple levels.

PARKING REQUIREMENTS

Development of a new Public Safety facility must be planned so that it does not further burden the overall parking situation on adjoining streets. From a site size and planning standpoint, parking needs would likely warrant the development of a parking structure.

Although physically-challenged staff may serve in key areas such as in administrative areas, many Police job descriptions, by their very nature, preclude disabled persons. As such, visitor parking might be used to fulfill much of the code-mandated, barrier-free spaces.

The typical visitor to a Police facility will spend a relatively short time transacting business. It is recommended that the number of visitor parking stalls should reflect the capacities of the Courts facility, if permitted. However, Police Fleet and Staff, Court Staff, and visitor parking are to be kept completely separate.

MOTOR-COURT

A motor-court is a secure area in which Police can park their fleet and personal automobiles. It is recommended that the motor-court provide a secure area for parking and to stage certain police support functions.

Sustainable Sites - General

Project teams undertaking building projects should be cognizant of the inherent impacts of development on land consumption, ecosystems, natural resources and energy use. Preference should be given to buildings with high performance attributes in locations that enhance existing

neighborhoods, transportation networks, and urban infrastructures. During initial project scoping, preference should be given to sites and land use plans that preserve natural ecosystem functions and enhance the health of the surrounding community. Establishing sustainable design objectives and integrating building location and sustainable features as a metric for decision making encourages development and preservation or restoration practices that limit the environmental impact of buildings on local ecosystems.

SUSTAINABLE SITE SELECTION CRITERIA
(From LEED for New Construction Version 2.2)

Site Selection
Avoid development of inappropriate sites and reduce the environmental impact from the location of a building on a site. Do not develop buildings, hardscape, roads or parking areas on portions of sites that meet any one of the following criteria:

* Prime farmland as defined by the United States Department of Agriculture in the United States Code of Federal Regulations, Title 7, Volume 6, Parts 400 to 699, Section 657.5 (citation 7CFR657.5)

* Previously undeveloped land whose elevation is lower than 5 feet above the elevation of the 100-year flood as defined by FEMA (Federal Emergency Management Agency)

* Land that is specifically identified as habitat for any species on Federal or State threatened or endangered lists

* Within 100 feet of any wetlands as defined by United States Code of Federal Regulations 40 CFR, Parts 230-233 and Part 22, and isolated wetlands or areas of special concern identified by state or local rule, OR within setback distances from wetlands prescribed in state or local regulations, as defined by local or state rule or law, whichever is more stringent

* Previously undeveloped land that is within 50 feet of a water body, defined as seas, lakes, rivers, streams and tributaries which support or could support fish, recreation or industrial use, consistent with the terminology of the Clean Water Act

* Land which prior to acquisition for the project was public parkland, unless land of equal or greater value as parkland is accepted in trade by the public landowner (Park Authority projects are exempt)

During the site selection process, give preference to those sites that do not include sensitive site elements and restrictive land types. Select a suitable building location and design the building with the minimal footprint to minimize site disruption of those environmentally sensitive areas identified above.

Development Density & Community Connectivity
Channel development to urban areas with existing infrastructure, protect greenfields and preserve habitat and natural resources.

OPTION 1 – DEVELOPMENT DENSITY
Construct or renovate building on a previously developed site AND in a community with a minimum density of 60,000 square foot per acre net. Density calculation must include the area of the project being built and is based on a typical two-story downtown development.

OR

OPTION 2 – COMMUNITY CONNECTIVITY
Construct or renovate building on a previously developed site AND within ½ mile of a residential zone or neighborhood with an average density of 10 units per acre net AND within ½ mile of at least 10 Basic Services AND with pedestrian access between the building and the services. Basic Services includes, but are not limited to: 1) Bank; 2) Place of Worship; 3) Convenience Grocery; 4) Day Care; 5) Cleaners; 6) Fire Station; 7) Beauty; 8) Hardware; 9) Laundry; 10) Library; 11) Medical/Dental; 12) Senior Care Facility; 13) Park; 14) Pharmacy; 15) Post Office; 16) Restaurant; 17) School; 18) Supermarket; 19) Theater; 20) Community Center; 21) Fitness Center; 22) Museum. Proximity is determined by drawing a ½ mile radius around the main building entrance on a site map and counting the services within that radius.

During the site selection process, give preference to urban sites with pedestrian access to a variety of services.

Alternative Transportation
Public Transportation Access
Reduce pollution and land development impacts from automobile use. Locate project within ½ mile of an existing – or planned and funded – commuter rail, light rail or subway station.

OR

Locate project within ¼ mile of one or more stops for two or more public or campus bus lines usable by building occupants.

Perform a transportation survey of future building occupants to identify transportation needs. Site the building near mass transit.

Alternative Transportation
Parking Capacity
Reduce pollution and land development impacts from single occupancy vehicle use.

OPTION 1 – NON-RESIDENTIAL
Size parking capacity to not exceed minimum local zoning requirements, AND, provide preferred parking for carpools or vanpools for 5% of the total provided parking spaces.

BASIC CRITERIA FOR CONSIDERING AN EXISTING BUILDING

* Must be of size to accommodate space needs and functions as well as gross square footage or have adjoining area for addition, or be capable of enlarging vertically.
* Must be non-combustible construction (no wood) for Police use and to provide 2-hour fire rated construction for Jail use.
* Exterior cladding should be of masonry or concrete such as brick, pre-cast concrete, poured-in-place concrete, etc. for ballistic protection and durability
* Must not be clad in "Dryvit" or similar exterior "outsulation" type cladding (which offers no ballistic protection).
* Two-story recommended, three-story maximum for Police only.
* Two-story recommended, Three-story maximum for combined Police and Courts.
* Should be newer than 1979 (eliminating potential asbestos usage).
* Must be ADA compliant with an ADA compliant elevator or space for installing a ADA compliant elevator.
* Must be equipped with automatic fire sprinkler system.
* Must have a fire alarm system.
* Must not have aluminum wiring.
* Floor-to-floor height should be at least 14 feet or more.

SUSTAINABLE EXISTING BUILDING SELECTION CRITERIA

In addition to the SUSTAINABLE SITE SELECTION CRITERIA from LEED for New Construction, Version 2.2, additional sustainable criteria potentially applicable to the Public Safety Facility can be found in LEED for Existing Buildings, Version 2.0 and LEED for Commercial Interiors, Version 2.0.

APPENDIX

Properties – Land & Buildings Research Findings & Information