

Nov. 2003

Marshfield Police Department
1639 Ocean St.
Marshfield, MA 02050

Phone: 781.834.6655

Fax: 781.834.5591

Marshfield Police Department Needs

I. Building

A. Short Term

1. New Heating System. (Current system in disrepair)
2. Remodeling of Dispatch (911 central command), booking and cellblock. (Currently obsolete and the configuration creates officer safety issues).
3. New roof
4. Carpeting
5. Air Quality (mold removal etc.)
6. Perimeter Security (Digitized Video)
7. Handicap Issues (Access to entire building)
8. Renovate Second Story Officer's Laboratories.
9. Renovate Electrical System (Current Electrical Service Obsolete)
10. Additional Upgrade to Interior Air Conditioning System

Current building does not pass current construction code

B. Preferred

1. New Building

II. Fleet (Increase/Support)

A. Cruisers

1. Safety Officers Van
2. School Resource Officer Vehicle
3. ATV & Trailer
4. Add Marked Patrol Unit
5. Administrator (Lieutenant) Vehicle
6. 2 Motorcycles

B. Trailered Speed Sign

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III. Equipment

A. Communication

1. Ten Portable Radios
2. Fifty-Five Portable Radio Batteries

B. Information Technology

1. Infrastructure to support new records management system (Hardware and Software)
2. Records Management Application w/ additional modules i.e. property, maintenance, imaging.

Our current system was built on 1987 technology or in other words obsolete technology. Current mandates as it pertains to case management, electronic reporting (i.e. UCR Stats), digital photography, evidence authentication, information sharing (Homeland Security), and service accountability require a complete refurbishing of our current Records Management System.

IV. Personnel

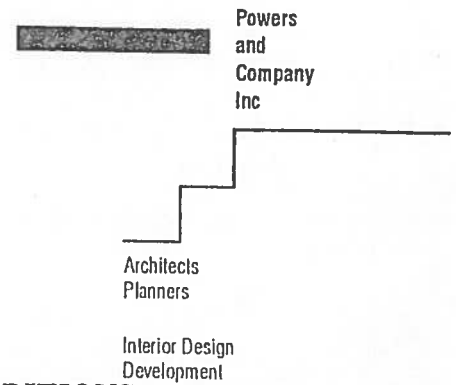
A. Increase Man Power

1. Detective Division

V. Miscellaneous

- A. Laser Radar (Motor Vehicle Enforcement and Crime Scene Mapping)
- B. Uniforms and Equipment for Permanent Intermittent.
- C. Active Shooter Program (Equipment and Training)
- D. Uniforms and Equipment for Color Guard

(COPY OF TRANSMITTAL WITH PACKAGE).



February 15, 2002

To: CHIEF WILLIAM SULLIVAN
MARSHFIELD POLICE STATION

Re: MARSHFIELD POLICE STATION EXISTING CONDITIONS ANALYSIS,
NEEDS ASSESSMENT AND LONG TERM MASTER PLANS

Dear Chief Sullivan:

Powers & Company is pleased to submit one copy of the Marshfield Police Station Existing Building Analysis, Needs Assessment and Long Term Master Plans. The three studies have been bound into one package; one for John Clifford and one for your records.

We hope these studies will assist the Police Department and the Town of Marshfield in planning work. We looked at several alternatives for making the existing police station "like new" as required and have made out recommendations for the Long Term Master Plan. We hope that you will consider additional services for engineering reports and a professional cost estimate to the recommended Long Term Master Plan Option.

We thank you for your participation and assistance and the opportunity to prepare these studies. We look forward to continuing to providing architectural services for the Town of Marshfield.

Yours,

Darleen D. Powers AIA
President

368 Congress Street
Boston/MA

0 2 2 1 0

Via HAND to: Chief William Sullivan
CC: John Clifford: Town Administrator
XC: Project File

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WILLIAM P. SULLIVAN
CHIEF OF POLICE

Town of Marshfield Police Department

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Office of the Chief of Police

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

January 30, 2001

To: Marshfield Capital Budget Committee

From: Chief William P. Sullivan

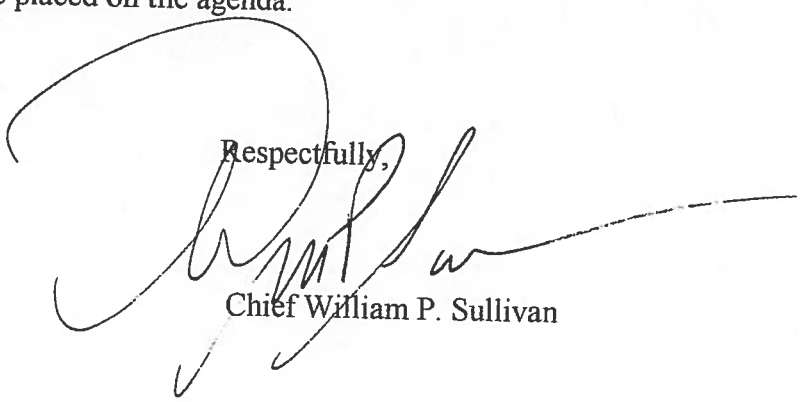
Subject: Building Review , Marshfield Police Department

I would like the opportunity to be put on your agenda to be heard regarding needed improvements and renovations at the Marshfield Police Station. The last time there were any major renovations of the building was in 1978. The current building needs include both functional and cosmetic areas of concern.

I have been working to identify specific needs for the past three years and have been meeting with the Town Administrator periodically to keep him apprised of the progress. Please find enclosed a comprehensive assessment of needs from Powers & Company, Inc., Architects and Planners, for your review. I would like to propose that some of the concerns can be identified for budgeting for approval at the April Town Meeting

Please contact me if there are additional questions and I will make myself available for your meeting as soon as I can be placed on the agenda.

Respectfully,



Chief William P. Sullivan

Needs Assessment for the Marshfield Police Station

DRAFT

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A-100 ARCHITECTURAL CODE ISSUES

- A-101 Issue: Shooting Range does not meet current range standards and needs added ventilation**
The indoor firing range was constructed as part of their original 1950's police station and does not meet current OSHA, NIOSH and EPA standards for airflow and the safe control and collection of lead. This office was directed to contact Mr. James Ring with The Massachusetts Criminal Training Dept. for information on firing range codes and/or standards. Mr. Ring reported there was no State Code on indoor ranges but OSHA NIOSH and EPA standards as well as the recommendations of the NRA and major armorer firms should be followed. Mr. Brian Danielson with Caswell Armorer International forwarded a rough sketch of the present basement range. A shooting range is a special facility and direction from experts in this field should be sought by the Marshfield Police Department for establishing equipment, design and operation requirements. The ventilation requirements for indoor firing ranges is covered under the Mechanical portion of this report. Included within this report (appendix A) is a copy of a letter from Caswell Detroit Armor Companies with rough budget amounts for range equipment

Recommendation:

Estimated cost: \$30,400

The existing shooting range should be surveyed by firms having an expertise in this field to design new bullet trap updated target controls, baffles and firing stations. A new ventilation system as listed and priced under the Mechanical portion of this report is also a requirement. The above budget is for the shooting range equipment, exclusive of the ventilation system.

- A-102 Issue: Separation of Cell Block Area**

The cell block area is Use I-3 and is required to be separated from all adjacent spaces by 3 hr fire rated assembly at walls and ceiling. The cell block walls are shown on existing plans to be masonry. The floor for the cells is indicated on the 1977 plans to be a 6" concrete slab. The ceiling in the cell block area appeared to be a single drywall layer with a plaster type finish. Although no destructive demolition was performed at this time to determine the actual construction of the ceiling, it is assumed that the wood frame building and sheetrock assembly at ceilings does not achieve a 3 hr separation.

Recommendation:

Estimated Cost \$ 30,000

Based on visual observation, the cell block ceiling needs to be removed and a new three hour rated assembly installed. The ceiling finish should be constructed as a painted steel plate or similar material acceptable for use as maintainable and safe ceiling finish material in detention cells.

- A-103 Issue: Maintaining fire separation at door between cell block area and desk area**

The door between the cell block and desk area is not shown to be a rated door on the 1977 plans and is often kept open for control and assistance from the Desk Officer who provides desk service to the public at the Lobby and is also answering 911 and providing dispatch.

Recommendation:

Estimated Cost \$2,500

To maintain the fire rating and fire safety without a management and staffing change to allow the door to be closed, the existing door should be replaced with a class A (3 hour rated) fire door with magnetic hold open device, tied to the fire alarm system where the door automatically closes in the event the fire alarm goes off..

A-104 Issue: Egress from building at the west end of the building:

It appears that when the emergency operations center building was added to the west side of the police station, the method of existing the basement was changed. The 1977 plans showed a set of stairs from the basement to the first floor and a second exit directly out of the building and into an outside stairwell. When changes were made, the outside stairwell was enclosed and presently both exit stairways use the same corridor and door to leave the building. As a result, there are no two separate ways out of the building from the basement.

A second code concern is with the head height in the stairwell that was converted into an interior stairway. Presently there is a low structural beam at the basement level in which occupants must duck under to use the stairs. The minimum clear space for stairs is 80" and the existing beam is below that dimension.

Recommendation:

Estimated Cost \$20,000

To provide a legal second method out of the building from the basement is to seal off the existing stairs that were constructed when the adjacent building was constructed and provide an independent second exit directly out of the building at the basement level and up to grade by use of outside steps.

A-105 Issue: Egress from storage and range to exits in one direction

The path of egress to an emergency exit from the firing range and storage rooms at the basement requires occupants to proceed down corridor B03 before having two alternate routes out of the basement space. The code requires that each space exit to a path of egress with two exits in opposite and remote locations.

Recommendation:

Estimated Cost \$2,000

A fire door should be installed between the firing range and the exercise room. This door would provide the required two opposite directions for exiting the range and storage rooms in case of fire.

A-106 Issue: Exit stairs do not have compliant hand rail extension top or bottom of stairs

The handrails should extend past the stair nosing at both the top step and bottom step at stairs within the building. Present code has increased required extension and now requires handrails to extend 12" beyond the riser at the top of the stairs and 12" plus one tread length (approximately 23") past the stair riser nosing at the bottom step.

Recommendation:

Estimated Cost \$1,000

Existing handrail extension does occur in some locations where there is room. Handrails should have an extension at both the top and bottom of a run of stairs to improve accessibility. If extending the handrails extends into existing circulation or will go past existing stairway walls, the existing handrails should remain in their present location as this is an existing condition.

A-107 Issue: The length of corridor (passage 149) which is a dead end corridor.

Recommendation:

Estimated Cost \$ -0-

The length is approximately four feet longer than allowed, is existing and the space is not generally open to the public. If the local building inspector takes no exception, this corridor could be left as it presently is and continue to be used.

A-200 ARCHITECTURAL ACCESSIBILITY ISSUES

A-201 Issue: Primary Entry is not wheel chair accessible.

The Primary Entry to the Marshfield Police Station is non-compliant with a walkway of greater than 5% slope and no landing at door. ADA requires that Buildings of Public Accommodation make the Prime Entry accessible.

Recommendation:

Estimated Cost \$20,000

Install a new accessible ramp, stairs and landing to serve the front door. The ramp and entry requires new door, mechanical opener, ramp/ stair and building lighting, HC signage and a concrete and masonry wall with separating the entry landing from cars at parking lot. Additional site work including parking lot lines, lighting and signage not included with Prime Entry Work.

A-202 Issue: Male and Female Public Toilets at Lobby are not wheelchair accessible

The existing male and female public toilets are not dimensionally compliant and do not have the required fixtures or hardware for accessible toilets. ADA requires that Buildings of Public Accommodation make public toilets accessible.

Recommendation:

Estimated Cost \$24,000

Reconstruct the two public toilets to fully comply with present AAB/ADA requirements. At the time these rooms are made compliant, the drinking fountain located outside one toilet should be removed and a new fully accessible fountain installed in it's place. The work includes demolition, renovation construction including finishes to the new toilets and parts of the Lobby as well as adjustments to heating, plumbing and electrical work covered in this estimated cost.

A-203 Issue: The Prime Entry door and the vestibule door are non-compliant for an accessible entry.

The existing exterior door does not have the proper side clearance for a wheelchair approach. The interior door of the front vestibule has been removed, but if it is reinstalled at some time, it will also be non-compliant.

Recommendation:

Estimated Cost \$10,000

At the same time the two public toilets are being reconfigured, remove the existing entrance doors and frames and reinstall new glass and wood panel front door, fully compliant with AAB/ADA requirements. Doors should also operate with a mechanical door opener from both inside and out.

A-204 Issue: The service counter height at the desk is non-compliant for wheelchair accessibility and there is no accommodation for hard of hearing or visually impaired.

ADA allows equal services for accommodating disabled individuals.

Recommendation:

Estimated Cost \$14,000

Provide reasonable accommodations by providing either a table or portable surface in the lobby area at a height that complies with AAB/ADA standards. Lighting for visually impaired and voice enhancement for those hard of hearing can be achieved at the existing desk with the proper electrical devices and signage indicating its availability.

A-205 Issue: Door ways at Lobby to secured Police Department areas do not have required dimensions at the side of the door.

The doors between the public space and interior corridors are proper size but do not have adequate clearance on the latch side for opening the door past a wheelchair.

Recommendation:

Estimated Cost \$ -0-

Provide reasonable accommodations by providing escorts to secured areas Police Department. The spaces are existing and will accommodate a wheelchair individual. Doors between the public space and offices do not have adequate clearance for opening the door past a wheelchair but since access is limited and with escort, those escorting should assist with the door.

A-206 Issue: Step at Sallport to Cell Block.

Individuals in wheelchairs will not be able to gain entrance on their own.

Recommendation:

Estimated Cost \$ -0-

AAB requires any entrance used by inmates or detainee must have a threshold that is compliant. The step is an existing condition and spatial constraints limit the ability to install a compliant ramp without creating other hazards. It is understood that Individuals entering the police station through the Sallyport are under confinement and in the custody of the police. Wheelchair individuals under detention, could be assisted over the step and into the cell booking area by police officers, as intoxicated or other restrained individuals are presently assisted to and from vehicles and into the booking area.

A-207 Issue: No Accessible Holding Cell

Estimated Cost \$

The Marshfield Police Station does not have an accessible holding cell. 15.7 of 521-CMR presently requires that in new detention facilities at least 3%, but not less than one, of the total number of housing or holding cells or rooms shall be accessible. Accessible cells or rooms also need to be dispersed among all categories and types of general holding. A portion of the cells were from the 1950's police station. When the station was renovated in 1978, Women's cells and a separate juvenile cell section were added. The cell block areas were constructed prior to the requirements for accessible cells and none of these cell areas have accessible cells and all detainee are required to use a single lavatory which is not compliant. To meet current standards for new Detention Facilities, three accessible cells would need to be constructed (one for the women's cell area, one for the juvenile facility and one for the men's cell block area). If the Cell Block was renovated to accommodate accessible cells, the number of present cells would be reduced or the existing cells could be maintained if additional building was constructed for the new cells.

Recommendation

Estimated Cost \$ -0-

Manage the detention of a disabled detainee by making arrangements with another facility until such time as a Cell Block renovation can be made or additional building can be constructed.

option A: Create one accessible cell from two existing cells in the mens cell block area.

Estimated Cost \$10,000

option B: Create one accessible women's cell by enlarging one cell into matrons space in the female cell block.

Estimated Cost \$10,000

A-208 Issue: Step at egress path to rear door and entry route from rear parking.
There is a step in the space where police gather to check answer roll call prior to going on duty. This step is located at the bottom of Stair No. 109. The step prohibits accessible entrance from the rear parking area to the police offices waiting area.

Recommendation

Estimated Cost \$100.00

This step is an existing condition from joining the 1950's station with the 1978 renovation, is approximately 7" high and would require seven feet of ramp plus landing to convert this space into an accessible route. It is not necessary to maintain this as an accessible route since this step is not along a public route and could be avoided by a disabled officer by parking in the front parking area and entering the offices through the main building entrance and there are other egress paths available. Since the rear door is ramped, there should be a sign added that directs individuals to the front entrance for accessible access.

A-209 Issue: Second Floor and basement are not accessible and has leisure activities for Police Department and Areas of Public Accommodation require wheelchair accessibility.

There is public access to the Public Prosecutor's offices and conference room on the second floor. In addition, there are detective's offices, a neighborhood crime prevention officer and a Dare Officer who occasionally meet with selected individuals and/or groups. The leisure activities of uniformed police officers are on the second floor as is the exercise room and shooting range in the basement.

Recommendation: option A

Estimated Cost \$ -0-

The activities within the second floor are existing and will only need to be made fully accessible if spending on the Police Station exceeds AAB requirements. Under ADA, any service will need to be made accessible or reasonable accommodations made to include individuals with disabilities. If The services provided within these spaces are limited they may be provided within another conference room or meeting space within the building. The police Department should view the conference room next to the Chief's office as providing equal services with reasonable accommodation. Equal exercise equipment would be relocated to a first floor location for a disabled officer needing a reasonable accommodation.

Recommendation: option B

Estimated Cost ~~\$50 - \$60,000~~

If the existing facilities located on the second floor are to be made fully accessible, an elevator will be required. With some rearranging interior space use, the elevator would need to be constructed outside the building as there is no room for an elevator shaft without major interior reorganization. Drawings show a possible location of an elevator providing access to all three levels of the existing building with a mechanical room in the basement. The above budget is for the elevator and structure. Additional electrical service required as a result of installing an elevator is included within the electrical portion of this report.

A-210 Issue: First Floor is non-compliant for meeting Employee lavatory requirements.
New Construction requires each floor to have one male and one female toilet with HC accessibility or addition of a unisex hc toilet.

Recommendation: Option A **Estimated Cost \$2,000.00**
The men's toilet room No. 154 has the space required and could be modified with little additional expense. This toilet room sign could then be switched to the gender of the officer or employee that needs an accessible toilet.

Recommendation: Option B **Estimated Cost \$20,000.00**
Renovate both toilets and make compliant. See Drawing for plan concept.

A-211 Issue: Second Floor is non-compliant for meeting Employee lavatory requirements.
New Construction requires each floor to have one male and one female toilet with HC accessibility or provide an additional unisex hc toilet.

Recommendation **Estimated Cost \$15,000**
Modify two existing toilet rooms on the second floor in the police locker area to be a fully compliant accessible toilet and shower facilities. These toilet rooms need only be converted if the second floor is made accessible. See drawing for plan concept.

A-212 Issue: Private leisure space for police officers is not accessible from second floor.
The lounge, lunch room and officers recreation room located above the garages are reserved for police officers and are not for public access. Access to these spaces requires climbing four steps and is not fully accessible from the second floor.

Recommendation: **Estimated Cost \$ 20,000**
These spaces are limited to use by police and are not for public access. Under present code these existing spaces would not need to be made fully accessible. However, if the second floor is made accessible, this area should be made accessible with a portable chair lift.

A-214 Issue: Redesign and new site Landscape, lighting and signage for improved community presence and added public safety.
When accessible modifications are made to the Police Station site and areas are exposed or disturbed, additional exterior improvements will be required to provide direction to those approaching the building,

Recommendation: **Estimated Cost \$20 - \$30,000**
Provide adequate night lighting, curb cuts for access and parking designations, signage at streets and building, and landscaping to improve the community presence of the police station and provide added public safety for vehicular access and pedestrian parking and entry to the station.

A-300 Architectural Building Issues

A-301 Issue:

Presently, there is an obsolete emergency generator that is disconnected and has not been operated in years, located in the basement of the Police Building. In addition, there are bottled gas cylinders to operate the generator.

Recommendation

Estimated Cost: -0-

Presently there is an existing emergency generator located to the left (west) side of the Police Station and in front of the Emergency Operations Building. This generator supports both buildings in a limited capacity under conditions where normal electrical power is lost. If the emergency generator in the Police Station basement is not connected and is obsolete, the generator, its supporting gas cylinders and wiring should be disconnected. The Town could leave the generator in place but should either relocate this equipment to another site where it could be used or trade the removal cost for salvage value of the equipment. At minimum, the gas cylinders should definitely be removed and safely stored elsewhere.. All could be accomplished with Town staff.

Issue

Estimated Cost \$1,500

~~1004~~

H-104 Office area and public toilets are provided with exhaust fans indicating 60 cfm each. CMR 780 code requires 75 cfm per water closet.

Recommendation

Rebalance existing exhaust fans to exhaust 75 cfm (is possible) or replace exhaust fans with new fans rated for 75 cfm. (Total of 4-toilet room first floor)

Issue

Estimated Cost \$45,000

~~1005~~
H-105

The workout room B05 is not provided with any mechanical ventilation or exhaust air. At the time of site visit, the air within the space was very stagnant.

Recommendation

Furnish and install air handling unit with fresh air intake louver, hot water heating coil, distribution ductwork, registers and controls, to deliver tempered fresh outdoor air to the work out room and adjacent areas.

Issue

Estimated Cost \$65,000

~~1006~~
H-106

The exhaust ductwork serving the firing range is damaged in the adjacent storage room. The exhaust system does not appear on the 1977 renovation documents and appears to have been an existing system during the renovation. The range has (2) smaller inline exhaust fans diverting air towards a larger in line exhaust fan to exhaust air from the space. It is recommended to provide a new exhaust system located within the adjacent storage space and provide suicide proof high security exhaust registers with in the range area. The units could be sequenced with the above-recommended air handling unit (100 5), to operate as part of an economizer cycle to provide 100% outside air to the basement

Recommendation

Remove the existing exhaust system and furnish and install new exhaust fan, air handling unit, air filter system, distribution ductwork and controls.

TOTAL Estimated Cost \$138,500

Plumbing Code Issues:

P-101 Issue:

The hose bibb located in the garage has no protection against backflow. The potential of potable water contamination is possible

Recommendation:

Estimated cost: \$250

Remove existing hose bibb and replace with new hose bibb with internal backflow preventer

P-102 Issue:

The water service to equipment located in the printing room and dark room has no protection against backflow. The potential of potable water contamination is possible.

Recommendation:

Estimated cost: \$500

Provide and install an in-line backflow preventer equal in size to the pipe it serves

P-103 Issue:

The existing water closets in the holding cells are not provided with suicide prevention skirts suicide prevention skirts are required in holding cells in Massachusetts

Recommendation:

Estimated cost: \$21,000

Replace all holding cell water closets with new water closets with suicide prevention skirts. These fixtures are one piece units. There is no designed method to retrofit the existing water closets. However, welding a skirt to the existing water closet is a possibility with the following comments

1. The warrantee of the water closet becomes void.
2. Burning a hole in the water closet is a possibility.
3. The finish look would be unappealing and look "put-together"

P-104 Issue:

Faucets on the service sinks have no protection against backflow. Contamination of the potable water system is a possibility.

Recommendation:

Estimated cost: \$500

Remove and replace existing faucets with new faucets that have internal backflow devices

Accessibility Issues:

P-201 Issue:

The plumbing fixtures located within the front lobby for the general public are AAB/ADA Approved Fixtures. However the room size does not meet AAB/ADA requirements

Recommendation:

Estimated cost: Refer to A-202

Remove existing plumbing fixture in their entirety. Provide and install new fixtures, trim and piping as necessary to meet the Recommendation of A-202

P-202 Issue:

The plumbing fixtures located in the men's & women's room near stair #1 at the left of the front entrance are not approved AAB/ADA plumbing fixtures. The room does not have the space for AAB/ADA requirements

Recommendation:

Estimated cost: Refer to A-20

Remove existing fixtures in their entirety. Provide and install new fixture, trim and piping as necessary to meet the Recommendation of A-20

Maintenance Issues:

P-301 Issue:

Periodic cleaning of the outside gas and sand trap is good practice. The gas and sand trap was installed in 1977.

Recommendation:

Estimated cost: \$5,000

Before cleaning the gas and sand trap clean and flush all parking garage and Sallyport floor drains. Cleaning at the gas and sand trap shall be performed by an approved waste management company for proper disposal

P-302 Issue:

Flush valves appear to flush more than the 1.6 gallons of water for which they are intended

Recommendation:

Estimated cost: \$

Readjust the flush valve to provide 1.6 gallons of water per flush

P-303 Issue:

Although there is a floor drain below the existing water heater, the floor is a linoleum type square floor tile which, in the case of water heater failure, may destroy the glue seal of the tile.

Recommendation:

Estimated cost: \$300

Provide and install a corrosive proof pan with 6" walls and 1/2" indirect waste to floor drain, to properly control the event of water heater failure

F-101 Issue:

There is no fire protection sprinkler system presently installed in the building. Where the building has been built without sprinklers, is not a high-rise and "substantial renovation" is not taking place, sprinklers are not mandatory.

Recommendation:

Estimated cost: \$120,000

If the building was being built today, the size of the building (approximately 12,000 sq. ft.) According to Massachusetts General Laws Chapter 148 Section 26I, all buildings over 7,500 sq. ft. would require sprinklers. The system would entail a new 4" underground fire service to a street main, minimum pressure and flow requirements, fully sprinkled buildings per the requirements of NFPA 13R and complete engineered fire protection drawings including sprinkler and fire alarm narratives.

Electrical Systems:

In general, the electrical systems are in fair to good condition throughout the facility.

The main electrical distribution equipment visually appears to be in good condition. The individual panelboards are only in fair condition and should be considered for replacement in the next five years. The panelboards were manufactured by Federal Pacific and the stab lock type circuit breakers are generally difficult to obtain. Federal Pacific has been out of business for at least ten years, if not longer.

The fire alarm system appears to be in fair condition and replacement should be contemplated in the next five years. The new fire alarm system should be an addressable type fire alarm equipment and employ the latest technology available at the time of purchase.

Floor outlets at the second floor should be removed and replaced with a code compliant floor outlet or not replaced at all. These outlets are an accident waiting to happen.

It may be desirable to replace the duplex receptacles in wet areas with new ground fault type receptacles.

The building lighting system should be supplemental with an emergency lighting power pack in strategic areas should there be a failure of the normal power source and a failure of the emergency generator. This situation has already occurred and could happen again.

E1.01 Issue:

Several duplex receptacles in wet areas do not provide personal protection.

Recommendation:

Change existing duplex receptacles in wet areas to ground fault type receptacles

Estimated Cost \$ 2,500

E1.02 Issue:

Electric outlets in the floor on the second floor do not conform with the Electrical Code.

Recommendation:

Remove existing receptacles and install floor outlets which meet electrical code requirements or just remove the outlets with associated branch circuit wiring.

Estimated Cost \$ 4,000

E2.01 Issue:

Existing fire alarm system pull stations do not meet ADA mounting height requirements and are not always located within six feet of the point of egress.

Recommendation:

Install new fire alarm pull stations to meet the ADA requirements and install additional fire alarm pull stations at points of egress around the building

Estimated Cost \$ 4,500

E2.02 Issue:

Existing fire alarm system audio/visual devices do not meet ADA requirements for light output, spacing and mounting heights.

Recommendation:

Remove existing fire alarm audio/visual devices and reinstall new fire alarm audio/visual devices which meet ADA requirements. Modify the fire alarm control panel power supply to meet the requirements of the new fire alarm audio/visual devices.

Estimated Cost \$ 7,500

E2.03 Issue:

Vertical transport system to the second floor is non-existent.

Recommendation:

If new vertical transport system is provided to the second floor, electric service modifications would be required.

Estimated Cost \$ 2,500

E3.01 Issue:

Failure of a circuit breaker in many common areas could result in common area to go into total darkness.

Recommendation:

A supplement emergency battery system could be installed to provide standby lighting for an hour and a half should an area circuit fail. This situation has already occurred. Normal power failed as well as the emergency generator.

Estimated Cost \$ 4,750

E3.02 Issue:

Cell area incandescent lighting system is missing lens leaving the lamps exposed in the hallways.

Recommendation:

Provide tempered glass with lexan lens for the lighting fixtures to prevent breakage due to vandalism

Estimated Cost \$ 2,500

E3.03 Issue:

The existing panelboards and distribution panelboards were manufactured by Federal Pacific Company. This company is out of business and produced minimally satisfactory electrical distribution equipment.

Recommendation:

Replace existing Federal Pacific panelboards with new panelboards. The existing distribution panel looks visually in good condition and would suggest an infrared study to verify equipment is operating properly.

Estimated Cost \$ 15,000

E3.04 Issue:

The existing fire alarm devices are old and there should be some concern for replacement. The fire alarm control panel is functioning, but consideration should be given to a new addressable type fire alarm system which would help reduce fire alarm equipment maintenance and provide more specific information about fire alarm device in trouble or alarm

Recommendation:

Install a new addressable fire alarm system with addressable fire alarm devices.

Estimated Cost \$ 35,000



WILLIAM P. SULLIVAN
CHIEF OF POLICE

Town of Marshfield Police Department

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(617) 834-6655

FAX
(617) 834-5591

Office of the Chief of Police

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

September 19, 2000

To: Powers and Co., Inc
Architects and Planners
368 Congress Street,
Boston, Mass. 02210

From: Chief William P. Sullivan

Subject: Notice To Proceed

Please accept this as our Notice To Proceed re: your proposal dated September 15, 2000. Please invoice us for the Engineering fee and Architect Fee for the Study and One Presentation.

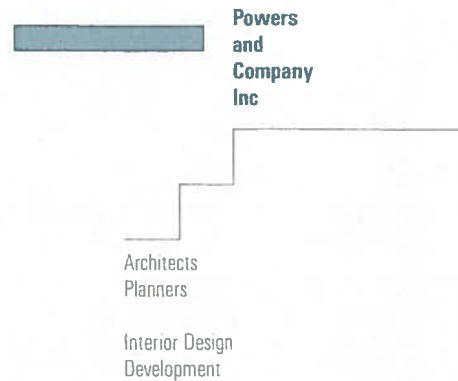
Please note that the new date for the Fall Special Town Meeting has been changed with a new tentative date on or about November 13, 2000.

Please contact me with any additional questions or concerns.

Sincerely,

Chief William P. Sullivan

FILE COPY



December 4, 2000

**Chief William Sullivan
Mashpee Police Department
Mashpee MA**

Dear Chief Sullivan:

We have taken the initiative to attach the CDBG funding information so that the ADA Compliance and Office Expansion Project can be applied for. You also can find the whole 50 pages of application on the internet at: state.ma.us/dhcd. The CBDG Office tel # is 727-7001. If Bob Schumako is not available, speak with Karen Bresnahan at x414.

The good news is that there is CDGB Funding available for Barrier Removal compliance up to \$600,000 for existing buildings. The funding is for Barrier Removal for wheelchairs and severely disabled people in municipal and commercial public buildings (access, elevator, fire alarm, lavs, etc) and does not provide funding for making a building completely ADA compliant (hearing impaired special earphones for instance). As of this year, each Town is also required to have 'achieved an ADA Planning Threshold' prior to applying to be considered for funding. It is the law that each town complete a self survey of ADA compliance, and we do not know if Marshfield has complied with this requirement. We understand that there is a Funding Submission due in February.

We have attached documents for your use and hope that the analysis and design work could be performed to meet both the eligibility requirements and submit an application by that date. You should probably also check and make sure that there are no changes to these documents since August.

We hope that we can come to an agreement and proceed under the current contract to provide the complete design services for the improvements to the Police Station.

Yours,

**Darleen D. Powers AIA
President**

368 Congress Street
Boston/MA

0 2 2 1 0

617 4 5 1 0 0 4 0

FAX 4 5 1 0 7 9 7



*Town of Marshfield
Commonwealth of Massachusetts
Police Department*

NEW AREA CODE 781

TELEPHONE
(781) 534-2255

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1233 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 01901

February 17, 1999

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Building Maintenance- Routine

Routine Maintenance of the Marshfield Police Building continues to be a problem. Regular Cleaning is being conducted adequately by the new cleaning company, we are utilizing community service provided by the courts when available, and we take advantage of the Senior Tax Relief Program. However, someone still has to be assigned on a regular basis who can take care of our daily needs, can acquire knowledge of the building regarding the emergency generator, lubrication of the heating system, and other preventive maintenance tasks.

Custodian [REDACTED] not coming to the police station at all, and when we do attempt to locate [REDACTED] at the Town Hall or Library, we get no response. On several occasions at various locations I have inadvertently run into [REDACTED] and he immediately states that he will be back at our place the next day, but once again does not show. His promises to be here on a regular basis have not been adhered to.

It is my opinion that routine maintenance and cleaning is being neglected. The heating system circulating pumps need to be oiled periodically, the emergency generator needs to be checked and maintained on a regular basis (Mr. [REDACTED] stated in June that the fuel log was missing and still has not been recreated), and additional building needs should be handled as they occur (light bulbs out, cell disinfecting when a prisoner has vomited, etc), and in the winter months, safety issues such as snow and ice removal in building access areas both public and for department officers and civilians.

Respectfully,

Captain A.L. Knight

Captain A.L. Knight



WILLIAM P. SULLIVAN
CHIEF OF POLICE

Town of Marshfield Police Department


TELEPHONE
(617) 834-6655

FAX
(617) 834-5591

Office of the Chief of Police

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

March 8, 1999

MEMO TO: Board of Selectmen
FROM: William P. Sullivan 
RE: Police Department Lobby Renovation

Please find attached the Proposal from Powers & Company, Inc. for the Architectural Services for Accessibility and Renovations to the Marshfield Police Station for the ADA recommendations.

Would you please save a spot on the Annual Town Meeting Warrant to keep the \$60,000.00 to cover the renovations.

FAX TRANSMITTAL

POWERS & COMPANY, INC.
 Architects and Planners
 Interior Designers
 368 Congress Street
 BOSTON, MASSACHUSETTS 02210
 (617) 451-0040
 Fax (617) 451-0797

DATE 03/05/99	JOB NO ----
ATTENTION CAPT. AL KNIGHT	
RE SCOPE OF WORK	
for the MARSHFIELD POLICE STATION	
FAX # 781-834-5591	
781-834-6655	

TO CAPT. AL KNIGHT

CAPTAIN, Town of Marshfield Police Department

1639 Ocean Street
Marshfield, MA 02050

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

- Shop drawings
- Prints
- Plans
- Samples
- Specifications
- Copy of letter
- Change order
- _____

COPIES	DATE	NO.	DESCRIPTION
1	3/5/99	1	Architectural Services: SCOPE OF WORK for Accessibility and Renovations to the Marshfield Police Station

THESE ARE TRANSMITTED as checked below:

- For approval
- For your use
- As requested
- For review and comment
- FOR BIDS DUE _____ 19 _____
- Approved as submitted
- Approved as noted
- Returned for corrections
- _____
- Resubmit ___ copies for approval
- Submit ___ copies for distribution
- Return _____ corrected prints

REMARKS FOR YOUR USE FOR SPECIAL TOWN MEETING WARRANT

THE CONSTRUCTION COSTS FOR THE SCOPE OF WORK ARE NOT ESTIMATED TO EXCEED \$50,000.00.

THE EXTERIOR WORK #6 ON THE ATTACHED PLAN WITH SCOPELIST COULD BE PERFORMED

SEPARATELY FROM THE PUBLIC BID AND MAY BE WORTH \$4-\$6 K.

COPY TO: Project File

SIGNED: DARLEEN POWERS

ARCHITECT POWERS & COMPANY INC 100 STATE STREET SUITE 200 BOSTON, MA 02109 TELEPHONE: 617-451-0797 FACSIMILE: 617-451-0798 CONSULTANT	CLIENT THE TOWN OF MARSHFIELD PROJECT ACCESSIBILITY IMPROVEMENTS MARSHFIELD POLICE STATION 100 STATE STREET MARSHFIELD, MASSACHUSETTS	SCOPE OF WORK WITH EXISTING PLAN	DATE: 5 MAR 1998 SCALE: 1/8"=1'-0" PAGE REVISIONS	SHEET NO
--	---	--	--	----------

SCOPE OF WORK

- ① PROVIDE ADA COMPLIANT PRIMARY ENTRY TO RAMP WITH LIGHTING FOR DISABLED AND STAIRS FOR ABLE-BODIED
 - 1a NEW FRONT DOOR WITH HC CLOSURE
 - 1c MECHANICAL DOOR OPERATOR
 - 1d SIGNAGE WITH BRAILLE
 - 1e MOVE HC PARKING TO LOCATION DIRECTLY RELATED TO RAMP ACCESS

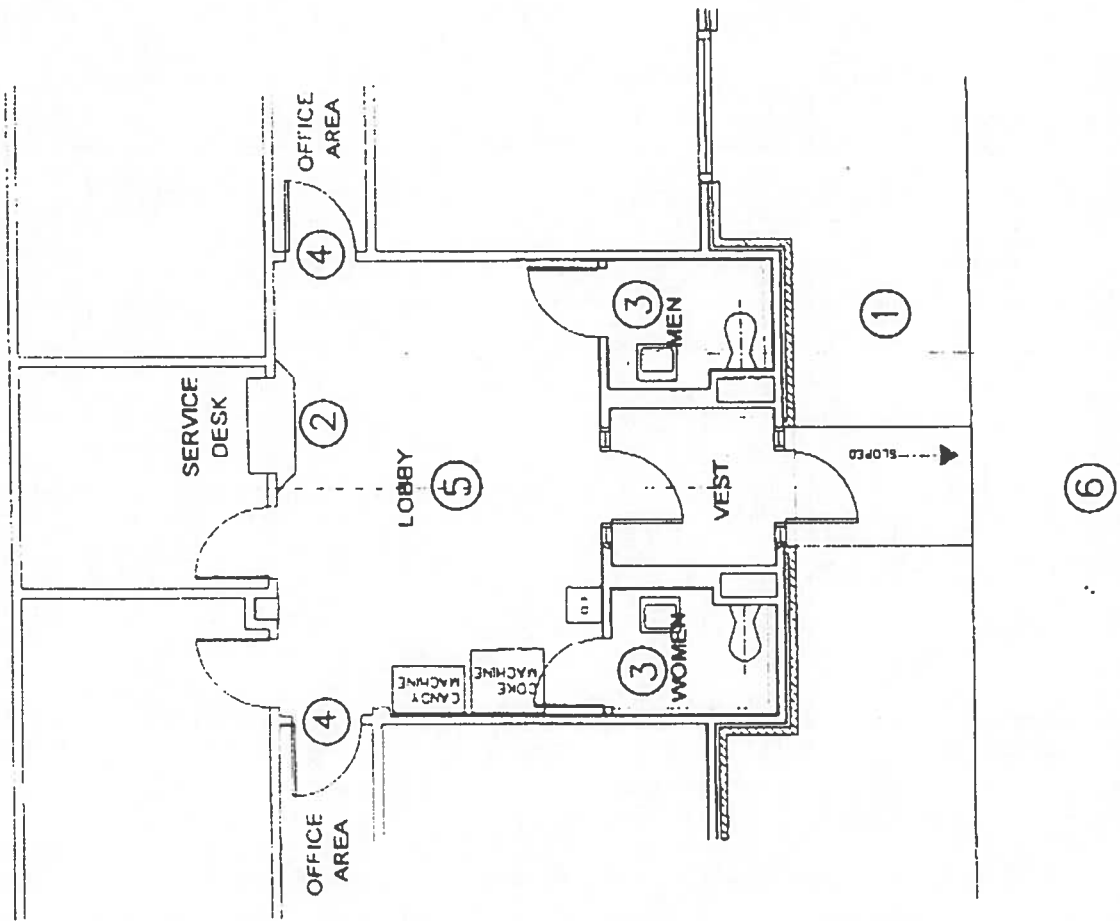
- ② PROVIDE ADA COMPLIANT LOBBY SERVICE DESK
 - 2c HC LEVEL DESK
 - 2e IMPROVED VISUAL CONNECTION FOR SIGHT IMPAIRED
 - 2c IMPROVED VOICE TRANSMISSION FOR HEARING IMPAIRED

- ③ PROVIDE ADA COMPLIANT MALE AND FEMALE LAVATORIES
 - 3a. EXPAND EXISTING LAVATORIES
 - 3b. PROVIDE NEW FINISH AND LIGHTING AND ADA COMPLIANT FIXTURES

- ④ PROVIDE NEW ADA COMPLIANT OFFICE AREA ENTRY DOORS (PROVIDE ADA REQUIREMENT FOR 18" CLEARANCE ON PULLSIDE OF DOOR AND RESOLVE DOOR SWINGS)

- ⑤ PROVIDE LOBBY REFURBISHING
 - 5a. ALL NEW FINISHES:
 - FLOORING
 - CEILING
 - LIGHTING
 - SIGNAGE
 - 5b. REMOVAL OF INTERIOR VESTIBULE DOOR
 - 5c. NEW OUTLETS AS REQUIRED
 - 5d. NEW HEATING FIXTURES AS REQUIRED DUE TO EXPANDED LAVATORIES
 - 5e. NEW ADA COMPLIANT WRITING TABLE AND EXHIBIT PANEL

- ⑥ PROVIDE EXTERIOR IMPROVEMENTS
 - 6a. SIGNAGE AT STREET
 - 6b. SIGNAGE AT BUILDING
 - 6c. LIGHTING AT PARKING
 - 6d. SIGNAGE AND STREET CURB CUTS
 - 6d. LANDSCAPING



POWERS & COMPANY, INC.
 Architects and Planners
 Interior Designers
 368 Congress Street
 BOSTON, MASSACHUSETTS 02210
 (617) 451-0040
 Fax (617) 451-0797

FAX TRANSMITTAL

TO RICHARD MANTOURI
 837 7163

DATE	11/24/97	JOB NO
ATTENTION	RICHARD MANTOURI	
RE	TOWN OF MARSHFIELD	
	POLICE DEPT. VARIATIONS	

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

- Shop drawings
- Prints
- Plans
- Samples
- Specifications
- Copy of letter
- Change order

COPIES	DATE	NO.	DESCRIPTION
1	11/24/97	4	TOWN OF MARSHFIELD ACCESSIBLE VARIATIONS PROPOSAL.

THESE ARE TRANSMITTED as checked below:

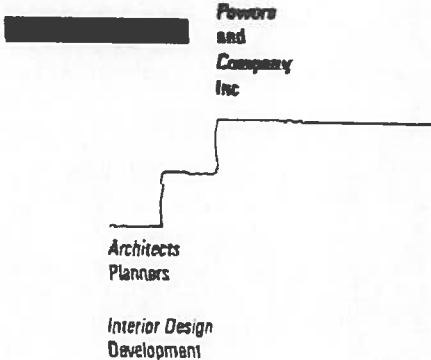
- For approval
- For your use
- As requested
- For review and comment
- FOR BIDS DUE _____ 19 _____
- Approved as submitted
- Approved as noted
- Returned for corrections
- _____
- Resubmit _____ copies for approval
- Submit _____ copies for distribution
- Return _____ corrected prints
- PRINTS RETURNED AFTER LOAN TO US

REMARKS

RICHARD: ORIGINAL OF THIS PROPOSAL TO
 BE SENT BY WAY OF US MAIL.

COPY TO:

SIGNED: JACOB P. POWERS



November 21, 1997

MR. RICHARD A. MONTUORI
 Town Administrator
 MARSHFIELD TOWN HALL
 870 Moraine Street
 Marshfield, Massachusetts 02050

PROJECT: ACCESSIBLE PUBLIC LAVATORIES AT LOBBY AND ENTRANCE
 to the MARSHFIELD POLICE STATION
 Ocean Avenue Marshfield, MA
 RE: REVISED Proposal for Architectural Services To Include 2 Accessible Lavatories

Dear Mr. Montouri:

As per your request, we are pleased to forward this revised proposal for architectural services for the limited scope of work to renovate the front entrance to the Marshfield Police Station to be accessible in compliance with the applicable regulations (ADA and MASS AAB). Per your request, we have agreed to add the renovation of existing public lavatories at the lobby to the Scope of Work.

Based upon our discussion and site visit of 09/19/97, it is our understanding that the scope of work for this project is limited to the renovation of the front entrance area of the Police Station and the renovation of existing public lavatories at the lobby. This proposal includes the design, preparation of Bid Documents, bid assistance and construction administration for the renovation work. This proposal does not include the survey of existing conditions at office space adjacent to the lobby, or the programming, or redesign of space adjacent to the lobby that may be impacted as a result of Town selection of a design concept for the lavatories to meet Regulation compliant dimensions.

As per our discussion, this proposal is based upon the scope of work as outlined below.

SCOPE OF WORK

A. ACCESSIBLE ENTRY :

1. Demolition of existing sloped sidewalk and installation of a new ramp and/or sidewalk at the front entrance to the building.
2. Installation of rails at ramp and landings.
3. Revisions to, or replacement of, existing entrance and vestibule doors, frames and hardware to bring these items into compliance.

368 Congress Street
 Boston/MA
 82210

November 21, 1997

B. RENOVATION TO MAKE TWO EXISTING PUBLIC LAVATORIES ACCESSIBLE

1. Survey, testing and identification by direct consultant to the Town for existing condition at lavatories and lobby for hazardous materials (asbestos at floor tiles and mastic primarily).
2. Demolition of existing lavatories as required to achieve Regulation compliance.
3. Construction of two new accessible male and female, single fixture lavatories.
4. Replacement and/or repair of lobby floor and wall finishes.
5. Relocation of existing Police equipment and replacement of existing water fountain.

SCOPE OF SERVICES:

1. Powers & Co., Inc. shall generally rely upon drawings of existing conditions provided by the Owner. Powers & Co., Inc. shall verify existing visible conditions at areas of work only insofar as to describe the scope of work for the renovations under this proposal.
2. Program meeting with Police/Town officials having jurisdiction over the Work.
3. Design Concept(s). Signed-off approval required.
4. Design Development Documents with finishes and equipment specification. Signed off approval required.
5. Preparation of Contract Documents (Drawings and Specs) suitable for public bidding.
6. Bid Assistance.
7. Construction Administration Services
(Site Visits limited to four (4) under this proposal. Additional site visits requested by the Owner shall be billed as Additional Services).
8. For purposes of this proposal, Powers & Co., Inc. assumes that the Town of Marshfield will supply all Contract Forms and Bidding Documents for inclusion in the Bid Documents.
9. Powers & Co., Inc. shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, lead paint, polychlorinated biphenyl (PCB) or other toxic substances.

Specifically excluded from this proposal are the following items:

- A. Review of the entire building and site for compliance with ADA and MASS AAB Regulations.
- B. Inventory, programming or design for areas adjacent to lobby that may be impacted by selected design option for new accessible lavatories.
- C. Any Structural, Mechanical, Electrical, Plumbing or Fire Protection Engineering Services.

November 21, 1997

- D. Any Geotechnical Engineering Services, Testing Services, Surveying Services, Site Engineering, or Civil/Utility Engineering Services
- E. Cost Estimating.

FEE PROPOSAL

Based upon the scope of work as outlined above, we propose a fixed fee of Three Thousand Nine Hundred Dollars (\$3,900). Reimbursables are not included in the fixed fee and shall be billed monthly.

REIMBURSABLES

Reimbursables shall include film and photo processing, copying, printing, delivery, postage and handling, models and presentation materials. Reimbursables shall be billed at 1.10 times direct cost.

PAYMENT SCHEDULE

Requisitions shall be monthly or by phase as completed in accordance with the following schedule:

SCHEMATIC DESIGN and SCOPE OF WORK	\$ 800.00
CONSTRUCTION DOCUMENTS including SPECIFICATIONS	\$1,800.00
BID ASSISTANCE	\$ 400.00
CONSTRUCTION ADMINISTRATION	\$ 900.00
TOTAL PROPOSED FEE	\$3,900.00

Payments shall be due thirty (30) days from date of requisition.

ADDITIONAL SERVICES

Models, presentations, variance and appeals process and hearings, coordination of consultants, additional site inspections or construction inspections and the travel time beyond the four visits included in the Proposal, development of multiple packages for bid or construction by more than one general contractor or construction of lavatories and ramp performed sequentially, or not at the same time.



■ November 21, 1997

or construction by more than one general contractor or construction of lavatories and ramp performed sequentially, or not at the same time.

Additional Services requested by the Owner shall be billed at hourly rates as follows:

- Principal \$80.00/hr
- Architect \$60.00/hr
- Drafter \$45.00/hr
- Clerical \$35.00/hr

Additional Services, as requested and performed, shall be included in monthly requisitions.

We would propose that our Contract be a standard Owner-Architect Agreement (AIA Document B141) or other contract acceptable to the Town of Marshfield.

Upon your review of this proposal, should you have any questions or require further information, do not hesitate to give me a call. We look forward to working with the Town of Marshfield on this project.

Sincerely,

Darleen D. Powers AIA
President

Via FAX to R Montuori (617) 837-7163 on 09/22/97 with original by US Mail XC: Project File
(MARSHFEE.REV)



*Town of Marshfield
Commonwealth of Massachusetts
Police Department*

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02551

June 3, 1997

FILE COPY

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Building Maintenance- Routine

On 04/22/97, at your direction, I met with Custodian [REDACTED] and advised him that the building was to be completely restocked with supplies; windex, trash bags, etc. ASAP. He advised me that this would be completed within 7 to 10 days. In addition, daily trash barrel emptying, routine cleaning of rest rooms, checks for toilet paper and towels in rest rooms, any routine maintenance, are not being done.

These duties at best are performed only twice a week when A-1 cleaners visit. Mr. [REDACTED] is not coming to the police station at all, and when we do attempt to locate him at the Town Hall or Library, usually we can't get him to call or stop by for several hours, more than three weeks ago I requested all building fire extinguishers to be recharged and serviced, and this has still not been completed.

On Monday, 06/02/97, the desk officer called Town Hall and the Library on several occasions attempting to locate him, without success. On Tuesday, 06/03/97, additional attempts were made and I was advised that he would be here at 10:00 A.M. to see me. At approximately 10:30 a.m. Mr. [REDACTED] arrived and started to restock the supply room. He stated that additional paper towels and toilet paper were on order.

Mr. [REDACTED] stated he would try to be here every morning from now on at 7:00 A.M. and stop back again later in the afternoon, as once he gets to Town Hall they keep him busy and won't let him leave. However, a similar commitment on several occasions to be here on a regular basis has not been adhered to.

It is my opinion that routine maintenance and cleaning is being neglected. The heating system circulating pumps need to be oiled periodically, the emergency generator needs to be checked and maintained on a regular basis (Mr. ██████ states the fuel log is missing), the water heater pump needs to be lubricated regularly, and additional building needs should be handled as they occur (light bulbs out, cell disinfecting when a prisoner has vomited, etc), and in the winter months, snow and ice removal in building access areas both public and for department officers and civilians.

Respectfully,

Captain A.L. Knight

Captain A.L. Knight



Town of Marshfield Police Department

TELEPHONE
(617) 834-6655

Office of the Chief of Police

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

May 13, 1997

To: The Joint Committee on Public Safety

From: William P. Sullivan

Subject: Legislation for the construction and rehabilitation of police and fire facilities

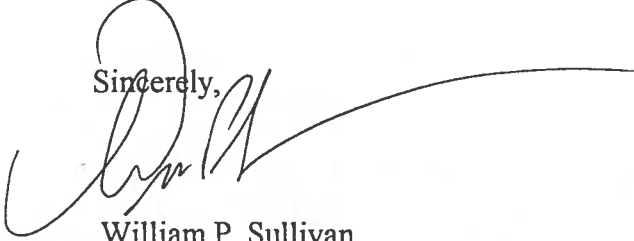
I am writing to express my support of legislation to construct and rehabilitate police and fire facilities in Massachusetts. Many of the communities lack the ability to raise adequate funds to replace or improve facilities in an appropriate manner. Equipment within these buildings are often outdated, requiring police and firefighters to try to meet their communities' demands today with equipment which is no longer able to adequately do so. Many buildings are in serious disrepair, heating systems or ventilation/air conditioning systems are inefficient and not economical to operate, and office furniture is old and decrepit.

The Marshfield Police station was originally constructed in 1958, was last renovated in 1978, has not had any major renovations since. Now twenty years later, the building and equipments needs are readily apparent.

Professional public safety personnel are performing each day in antiquated buildings with outdated equipment. Each year that passes without proper repairs or replacement of buildings and equipment increases the inability of public safety personnel to operate at peak efficiency.

I strongly urge you to pass legislation which will provide much needed funding for the construction and rehabilitation of police and fire facilities throughout the Commonwealth.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. P. Sullivan', with a long, sweeping horizontal line extending to the right.

William P. Sullivan

cc: Paul E. Caron
State Representative
11th District



The Commonwealth of Massachusetts
HOUSE OF REPRESENTATIVES

PAUL E. CARON
REPRESENTATIVE
11TH HAMPDEN DISTRICT

THE STATE HOUSE, ROOM 275
BOSTON, MA 02133-1054
TEL. (617) 722-2676
FAX (617) 722-2048

E-Mail: Rep.PaulCaron@house.state.ma.us

DISTRICT OFFICE:
535 MAIN STREET
INDIAN ORCHARD, MA 01151
TEL. (413) 543-8058
FAX (413) 543-2157
E-Mail: Caron@paulcaron.org
Homepage:www.paulcaron.org

April 28, 1997

Dear Chief,

I am writing to notify you that the Joint Committee on Public Safety will be conducting a hearing on *Wednesday, May 14, at 10:00 a.m. in Room A2* regarding legislation I have filed for this session relative to the construction and rehabilitation of police and fire facilities throughout the Commonwealth. While I am no longer the Chairman of the Committee on Public Safety, this issue still remains my top legislative priority for police and fire services throughout the Commonwealth. If your schedule does not permit you to attend the hearing on May 14, then I urge you to send written testimony to the Committee in support of this legislation.

In 1994, when I chaired the House Committee on Public Safety, Senator Jim Jajuga and I released *The Caron-Jajuga Report*, a comprehensive Capital Needs Assessment Survey of municipal police and fire departments, to the Legislature. It concluded that 72% of police stations and 63% of fire stations throughout the Commonwealth were in need of major repairs or needed to be replaced altogether. Prior to the release of this report the Committee toured more than 120 police and fire facilities to provide a first-hand look at the scope of the problem. Following the tours of these facilities it was evident to the Committee that this problem was larger than anyone had envisioned.

The purpose for filing this legislation is to allow cities and towns the opportunity to make adequate repairs to facilities or to purchase modern equipment that will allow for the proper services to be rendered. Currently, municipalities simply do not have the capability to provide the money needed to keep these services up to date. Since proposition 2 1/2 was passed in the early 1980s, most municipalities have had their hands tied in regard to the ability to raise money through local taxes. Unless the Commonwealth recognizes and addresses the inability of local communities to bond for capital equipment in a manner sufficient to address their outstanding needs, the quality and reliability of public safety services in this Commonwealth will never be consistent with today's standards.

This year, as in past years, strong support for this legislation has been received. More than 120 members of the Legislature have signed on as co-sponsors. In addition to the strong support in the Legislature the Massachusetts Chiefs of Police Association, the Massachusetts Fire Chiefs Association, the Professional Firefighters of Massachusetts and the Massachusetts Municipal Association have issued their support as well. It is my hope that you will join me by going on record in support of this important piece of legislation. Please "cc" me a copy of any written testimony you may submit to the Committee.

Warmest regards,

A handwritten signature in cursive script that reads "Paul E. Caron".

PAUL E. CARON
State Representative
11TH Hampden District



Town of Marshfield
Commonwealth of Massachusetts
Police Department

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD MASSACHUSETTS 02050

December 19, 1997

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Building Maintenance- Routine

Routine Maintenance of the Marshfield Police Building continues to be a problem. Regular Cleaning is being conducted adequately by the new cleaning company, however, daily trash barrel emptying, routine cleaning of rest rooms, checks for toilet paper and towels in rest rooms, any routine maintenance, are not being done.

Custodian [REDACTED] is not coming to the police station at all, and when we do attempt to locate him at the Town Hall or Library, usually we can't get him to call or stop by for several hours, usually not even the same day. Police officers on each shift empty rubbish as time allows, often placing it in garage Bay #1. This builds up and starts to smell, but is also a fire hazard.

In June, [REDACTED] stated he would try to be here every morning from now on at 7:00 A.M. and stop back again later in the afternoon, as once he gets to Town Hall they keep him busy and won't let him leave. However, a similar commitment on several occasions to be here on a regular basis has not been adhered to.

It is my opinion that routine maintenance and cleaning is being neglected. The heating system circulating pumps need to be oiled periodically, the emergency generator needs to be checked and maintained on a regular basis ([REDACTED] stated in June that the fuel log was missing and still has not been recreated), and additional building needs should be handled as they occur (light bulbs out, cell disinfecting when a prisoner has vomited, etc), and in the winter months, snow and ice removal in building access areas both public and for department officers and civilians.

Respectfully,

Captain A.L. Knight

Captain A.L. Knight



Town of Marshfield
Commonwealth of Massachusetts
Police Department

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

May 30, 1996.

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Upgrade and maintenance of Building Air Conditioning

A used window Air Conditioning unit has been provided for the kitchen area at no cost to temporarily remedy the lack of A/C in the dining area upstairs.

An evaluation of the A/C unit in the downstairs conference room by ADDCO LTD., indicates that the compressor in this wall unit is broken down, estimated replacement cost for this unit is \$495.00.

All other building A/C appears to be functional, but as per prior evaluation many units are older and likely not very energy efficient.

The majority of the top floor area, detectives, prosecution, kitchen and adjoining rooms, Safety/Dare room, and main hallway have the majority of A/C duct work in place; however, the actual units during the renovations approximately 1978 for this Central Air System for the majority of the top floor were never installed.

ADDCO, LTD made an assessment to complete the remaining duct work (minor), provide and install the two units necessary to complete the system (see attached). If this is to be completed, two additional prices will be obtained.

Respectfully,

Captain A. L. Knight

Captain A.L. Knight



*Town of Marshfield
Commonwealth of Massachusetts
Police Department*

WILLIAM P. SULLIVAN
CHIEF OF POLICE

TELEPHONE
(617) 834-6655

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

August 30, 1996

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Handicap Access - Marshfield Police Department

There is a need for the front lobby area at the Marshfield Police Station to be modified so that it is handicap accessible. This would require reconstruction of the main entrance and would most likely require a ramp installation.

The current entry is outdated and does not meet with ADA compliance.

Respectfully,

Captain A.L. Knight



Town of Marshfield
Commonwealth of Massachusetts
Police Department

WILLIAM P. SULLIVAN
CHIEF OF POLICE

TELEPHONE
(617) 834-6655

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

August 30, 1996.

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Building and Curtilage Needs
Marshfield Police Department

A. Cell Block Upgrade

1. All stainless steel toilets must be replaced
 - a. estimated cost \$14,612.00
2. Ceilings need to have sheetrock areas patched over old light fixtures
 - a. estimated cost \$500.00
3. Welding of metal inserts over beds- legs and surface areas
 - a. estimated cost \$ 950.00

B. Air Conditioning Upgrade for entire building

1. estimated cost \$7300.00

C. Windows throughout entire building

1. estimated cost \$18,300.00

D. Miscellaneous

1. Floor repairs and replacements throughout entire building
 - a. estimated cost \$20,000 - \$30,000

2. Blacktop
 - a. Front visitor parking
 - b. Rear employee parking lot
 - c. Estimate \$14,000

3. Ventilation upgrade for fingerprint room
 - a. estimated cost \$ 500.00

4. Men's and ladie's locker rooms
 - a. Showers stalls are not usable and need to be replaced
 - b. Estimated cost \$3,000.00

5. Landscape upgrades
 - a. estimate \$2,500.00

Total \$91,662.00



Town of Marshfield
Commonwealth of Massachusetts
Police Department

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

August 30, 1996

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Handicap Access - Marshfield Police Department

There is a need for the front lobby area at the Marshfield Police Station to be modified so that it is handicap accessible. This would require reconstruction of the main entrance and would most likely require a ramp installation.

The current entry is outdated and does not meet with ADA compliance.

Respectfully,

Captain A. L. Knight

Captain A.L. Knight



Town of Marshfield Commonwealth of Massachusetts Police Department

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

May 21, 1996.

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Building and Curtilage Needs
Marshfield Police Department, 1639 Ocean Street, Marshfield, Mass.

(C) I. Windows throughout entire building

D II. Floor repairs and/or replacements throughout entire building

III. Handicap accessible front lobby access (ADA Compliance)

IV. Cell Block Upgrade

- A *
- A. All stainless steel toilets must be replaced
 - B. Ceilings need to have sheetrock areas patched over old light fixtures
 - C. Welding of metal inserts over beds -legs and surface areas

D V. Photo lab

- A. Ventilation upgrade for fingerprint room (exhaust the fingerprint dust from work area).

D VI. Blacktop

- A. Front visitor parking
- B. Rear employee parking lot

~~475,000~~ - ~~475,000~~ 14,000

D VII. Men's and Ladie's locker room

- A. Shower Stalls need to be replaced

(B) VIII. Air Conditioning Upgrade for entire building

SEPARATE COVER

IX. Landscape upgrade

D

Respectfully,

Capt. A. L. Knight

Captain A.L. Knight



Town of Marshfield Police Department

TELEPHONE
(617) 834-6655

Office of the Chief of Police

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

January 30, 1996.

To: Richard A. Montuori, Town Administrator
From: Chief William P. Sullivan
Subject: Police Station Renovations

I am requesting that a process be established to identify available money which may be utilized at a future date as matching funds for police station renovations and upgrade. I would also like to have a professional assessment conducted of the Marshfield Police Station to identify building renovation needs, as the last time any building upgrades were done was 1978.

Currently Massachusetts House Bill #5596 is under consideration for possible funding to make money available to cities and towns for this purpose, and the legislature as proposed would require a percentage of matching funds from the grant applicant.

I am available to discuss this matter with you and provide further information regarding same.

Respectfully,

Chief William P. Sullivan



Town of Marshfield
Commonwealth of Massachusetts
Police Department

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

March 16, 1995.

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Police Department Reconstruction

On this date I spoke with Sgt. Chuck Hanko, Mass. State Police who works out of the Comm. of Mass. Executive Office of Public Safety. Sgt. Hanko returned my telephone call regarding my inquiries into the capital appropriation for the renovation of police stations FY95.

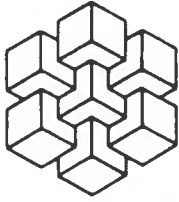
I learned from Sgt. Hanko that the money (\$10 million) which had been appropriated was "used up" and in fact had been "ear marked " for specific projects. Sgt. Hanko did say that State Representatives were currently working on additional appropriations and filing a bill seeking additional money for the same purpose, and "things look good". Sgt. Hanko stated that if this occurred, a mailer would be sent to all Chiefs.

I further inquired about any funds for cellblock renovations and explained our current status. Sgt. Hanko stated there were no funds available at this time that he was aware of, however he voiced his concerns with our situation.

Respectfully,

Capt. A.L. Knight

Captain A.L. Knight



Rebanks Architects Inc.

1491 YONGE STREET # 305, TORONTO, ONTARIO M4T 1Z4 CANADA
TELEPHONE (416) 964-7163 FAX (416) 964-5817

August 11, 1995

Marshfield Police Department
1639 Ocean St.
Marshfield, MA
02050
USA

Att: Chief William P. Sullivan

Police Department Needs Assessment Studies

file:9515MASS-PDS.001

Dear Chief Sullivan,

A well done needs assessment study is a usual first step in obtaining funds for a new or expanded building. By defining current and future needs, and identifying priorities for upgrading physical facilities, municipalities are in a better position to apply for funds when and if they become available.

The capital needs assessment survey of municipal police and fire departments, prepared by Representative Paul Caron and Senator James Jajuga, recognizes a fact that many agencies are all too familiar with - that their buildings have become cramped, inefficient and in some cases dangerous. We would welcome the opportunity to help your community take advantage of any funding that becomes available as a result of that report.

As a firm of police and public safety consultants one of our specialties is Needs Assessment studies. We have completed sixteen such studies throughout the United States and Canada, including several in Massachusetts. These were instrumental in obtaining funds for new buildings. We also specialize in the design of police buildings, often working with local architects, and have completed over forty police and public safety-related projects. Over the past few years we have worked with police departments in Adams, Amherst, Easthampton, Hingham and Salem, Massachusetts.

Should your Department require a needs assessment study, as a precursor to applying for state funding assistance, we would be interested in helping. I enclose some information on our firm and our police-related experience. We have just completed a needs assessment study for the Easthampton Police and Fire Departments, and I am sure Chief Redfern will vouch for our reputation.

Yours Sincerely,

Rebanks Architects Inc.

Leslie Rebanks



*Town of Marshfield
Commonwealth of Massachusetts
Police Department*

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

November 28, 1995.

To: Chief William P. Sullivan
From: Captain A.L. Knight
Subject: Cell Block priority repairs

This is to advise you that the stainless steel commodes in the Marshfield Police Department are in serious disrepair, and have deteriorated drastically within the past thirty days. Male Cell #6 has been out of service for several months, and within the past thirty days Male Cells # 3 and 4 have sprung leaks.

Evaluation by plumbing contractors have provided us with estimates, and determined that the problem results from the water closets being stainless steel having a nickel content which is starting to corrode through due to age. To braze the area would only be a temporary repair at best, costing several hundred dollars with no guarantee of length of time the braze would last.

The following cost estimate has been provided for new water closets, previous estimates obtained from three different area plumbers:

stainless cell closet	\$946.00
adapters, gaskets, misc.	31.00
labor	145.00

Total estimate per water closet installed	\$1,124.00
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8 male cells x \$1124.00	= \$8,992.00
2 female cells x \$1124.00	= 2,248.00
3 juvenile x \$1124.00	= 3,372.00

Total Estimate for Cell Block	\$ 14,612.00
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Respectfully,

Captain A.L. Knight



Town of Marshfield Police Department

TELEPHONE
(617) 834-6655

Office of the Chief of Police

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

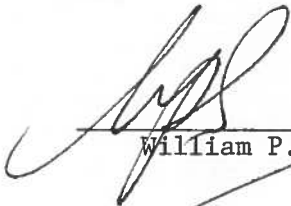
July 12, 1995

MEMO TO: Captain Knight
FROM: Chief Sullivan
RE: Departmental Needs Analysis

Please work up a Needs Analysis for the department and building for any ONE TIME purchases or replacements (some examples below:)

Portable Radios
Windows
Air Conditioners (especially Kitchen upstairs)

This will be presented to the Board of Selectmen during the month of August.



William P. Sullivan

WPS:cmw



*Town of Marshfield
Commonwealth of Massachusetts
Police Department*

TELEPHONE
(617) 834-6655

WILLIAM P. SULLIVAN
CHIEF OF POLICE

HEADQUARTERS
1639 OCEAN STREET
MARSHFIELD, MASSACHUSETTS 02050

August 3, 1995.

To: Chief William P. Sullivan

From: Captain A.L. Knight

Subject: Marshfield Police Department Needs

COMMUNICATION NEEDS

I. Primary: New portable radios for each officer

A. Reasons

1. Officer safety.
2. Increase ability to serve the community.
3. Current radios are outdated and in poor operating condition, frequent complaints that radios will not transmit.

B. Recommend individual portable radios

1. Prolong the life of the new radio.
2. Officer efficiency and accountability is maximized.
3. Similar program in neighboring Scituate has worked well for approximately one year.

C. Estimated Cost:

1. Motorola: HT1000 Programable 16 chan.
Antenna, Rapid rate charger, Ultra High Capacity
Battery, = \$720.00 per unit
Programming = 25.00 " "
Leather swival holster = 34.00 " "
Maintenance (3 yr.) = 24.00 " "
Remote Microphone = 63.00 " "
Engraving = 10.00 " "

Sub Total = \$876.00 " "
x 45 units = \$ 39, 420.00
+ one multi unit
rapid charger(6)= 540.00

TOTAL = \$ 39, 960.00

2. General Electric PCS 8 Channel w/ programming (16 chan. \$1305.00)	= \$ 885.00
SPARE BATTERY	= 93.00
Speaker mic	= 120.00
Swivel carry case	= 55.00
Single Unit rapid charger	= 115.00
Multi unit charger (6)	= 690.00

8 Chan. Total	=\$ 1268.00 per
x 45	=\$57060.00
charger	= 690.00

Total	=\$57750.00
16 chan. + \$420 per	=\$75960.00
+ charger (4 unit)	= 395.00

TOTAL	\$76355.00

II. Pagers (lower priority)

A. Reasons for equipment include:

1. Provide better communication for Dept. and improve ability to contact offs. who are off duty & want details or O.T. assignments
2. To minimize Supervisors time and energy expended calling detail and overtime list
3. To serve as a backup to officer's radio when officer is away from cruiser radio and needs to be contacted.

B. Mobilemedia

1. \$3.99 month per pager
2. @ 45 = \$179.55 per month
3. \$2154.60 per year

Building Maintenance

III. Police Station renovations.

- A. Windows throughout the building.
 - 1. Necessity:
 - a. Current windows are old and are not energy efficient.
 - b. Some windows no longer close tightly and wood is breaking away on frames.
 - 2. Estimated Cost:
 - a. Proposals depending on quality, style, and efficiency
 - b. low = \$ 18,221.90
 - c. high = \$ 26,137.25

- B. Air Conditioning
 - 1. See attached evaluation by Det. Teague
 - 2. A rough assessment indicates that
 - a. approx. eight (8) 7,000 BTU Units are needed or 5 & a split system to handle 3 in Records
 - b. approx. two (2) units of 11,000 BTU equivalent
 - c. approx. eight (8) units of 5,000 BTU capacity
 - 3. In addition exterior pad mounted unit should be upgraded
 - 4. A complete, professional assessment of the system is needed and can only be completed with appropriate time provided.
 - 5. Old A/C units could be sold at auction to recover a portion of money expended.

 - 6. A rough estimate, not including upgrade of exterior pad unit, would be
 - a. eight x 7,000 BTU @ \$283.10 = \$2264.80
 - b. two x 10,000 BTU @\$332.59 = 665.18
 - c. eight x 5,000 BTU @ \$ 203.58 = 1628.64

TOTAL \$4558.62

These prices do not include installation or wall mount prices. Installation is roughly estimated at \$1000.00. sub total

SUB TOTAL \$5558.62

An estimate to replace the current pad mounted exterior Amana unit is \$2500.00 with installation of approx. \$1000.00 =

SUB Total \$3500.00

AC Grand Total = \$9052.62

Respectfully,

Captain A.L. Knight



Commonwealth of Massachusetts
Executive Office of Environmental Affairs

Department of Environmental Protection

William F. Weld
Governor

Trudy Coxe
Secretary, EOEPA

Thomas B. Powers
Acting Commissioner

August 29, 1994

Marshfield Police Department
Ocean Street
Marshfield, MA 02050
ATTN: Captain Lopes, chief

RE: Marshfield
Noncompliance with
M.G.L. c.21, § 43
and 310 CMR 27.00
NON-BO-94-5085

NOTICE OF NONCOMPLIANCE

THIS IS AN IMPORTANT NOTICE. FAILURE TO TAKE ADEQUATE ACTION IN RESPONSE TO THIS NOTICE COULD RESULT IN SERIOUS LEGAL CONSEQUENCES.

Dear Capt. Lopes:

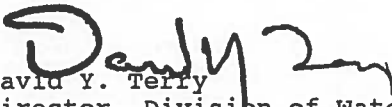
On 7/8/94, the facility at Ocean Street was inspected by the Marshfield Board of Health and the Department of Environmental Protection (DEP). It was determined that floordrains in the building(s) at this address discharge to the ground, either through a separator, septic system, and/or leaching system, in noncompliance with one or more laws, regulations, orders, licenses, permits, or approvals enforced by the Department.

Attached is a written description of: (1) each activity referred to above; (2) the requirements violated; (3) the action the Department now wants you to take; and (4) the deadline for taking such action. An administrative penalty may be assessed for every day from now on that you are in noncompliance with the requirements described in this Notice of Noncompliance.

Notwithstanding this Notice of Noncompliance, the Department reserves the right to exercise the full extent of its legal authority in order to obtain full compliance with all applicable requirements, including, but not limited to, criminal prosecution, civil action including court-imposed civil penalties, or administrative penalties assessed by the Department.

If you have any questions about this matter, please contact Jacob Moss at 617-556-1165 or Ron Stelline at 617-292-5859.

Very truly yours,


David Y. Terry
Director, Division of Water Supply

CERTIFIED MAIL #P 386 425 322
RETURN RECEIPT REQUESTED

file

**NOTICE OF NONCOMPLIANCE
NONCOMPLIANCE SUMMARY**

NAME OF ENTITY IN NONCOMPLIANCE:

MARSHFIELD POLICE DEPARTMENT

LOCATION WHERE NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

OCEAN STREET, GARAGE BAYS (2)

DATE WHEN NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

7/8/94

DESCRIPTION OF NONCOMPLIANCE:

The above-named entity owns or operates a facility where a Class IV injection well(s) or an unpermitted Class V injection well(s) (e.g. floor drain(s) discharging to a dry well) discharges or is capable of discharging pollutants to the ground.

DESCRIPTION OF THE REQUIREMENTS NOT COMPLIED WITH:

G.L. c.21, s. 43 - Maintenance of an outlet for the discharge of pollutants into waters of the Commonwealth without a currently valid permit from the Director of the Division of Water Pollution Control is prohibited.

310 CMR 27.04 - (1) Maintenance of a Class IV injection well is prohibited. (2). Injection of pollutants through Class V injection wells to underground sources of drinking water is prohibited.

310 CMR 27.05 - Construction, installation, and maintenance of a Class V well is prohibited except in accordance with a currently valid registration issued pursuant to M.G.L. C.21, s.43.

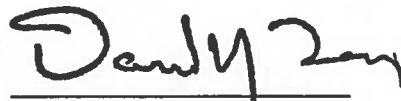
PURSUANT TO 310 CMR 27.10, THE FOLLOWING CORRECTIVE ACTION SHALL BE TAKEN, UNDER ALL SPECIFIED TIMELINES:

1. Immediately cease using the injection well for the discharge or disposal of any substance.
2. Within 30 days of the date of this notice, submit to this office a plan for approval, with proposed deadlines, for:
 - a. proper and lawful management and disposal of all oil and hazardous waste generated at the facility named above, and
 - b. closing of the injection well(s). The floor drain(s) (or other point(s) of entry to the injection well(s)) shall then be:
 - i) Sealed in accordance with the state plumbing code, 248 CMR 2.09(1)(c)(3),
 - ii) Connected to a holding tank that meets all DEP regulations and policies.

3. Remove and dispose of appropriately all existing contents (liquid, sludge, grit, etc.) from any separator or interceptor (as defined in the plumbing code) and, where accessible, injection well (e.g. dry well).
4. Timelines for closure:
 - a) Any facility choosing to seal its floor drain(s) (or other point(s) of entry to injection well(s)) MUST comply within 60 days of this notice. Before commencing any work, a revised DEP Form WS1 (Notice of Plumbing Inspector Approval to Seal Floor Drain) must be filed with this office.
 - b) Any facility choosing to connect to a holding tank, MUST temporarily seal the floor drain(s) (or other point(s) of entry to injection well(s)) within 60 days of this notice, until modified to comply with 310 CMR 30.600, 314 CMR 7.00, or 310 CMR 15.00, as appropriate, within 6 months of this notice.

DATE: 8/29/94

NAME:




David Y. Terry, Director
Division of Water Supply

cc: Marshfield BOH
Yvette dePeiza, DEP-WS-Boston
UIC File, Boston

Master Plan 1986

1986

- 
- e) construct a new station within the next two to five years in the industrial zone with direct access to Route 139
 - f) upgrade the Marshfield Hills Station or replace it with a station located along Route 3A
 - g) based on our population projection, the Town will require 55 police officers by 1990 and 70 police officers by the year 2000
 - h) expansion of police headquarters to accommodate the increase in staff

Waste Disposal

- 1) The Town should pursue participation in a resource recovery facility.
 - a) locate the facility in the industrial zone
 - b) ensure that the site will have direct access to Route 3

11.9 CONSERVATION/RECREATION

- 1) To ensure the protection of conservation land and finite natural resources.
 - a) continue to acquire land for the protection of water recharge areas to maintain future water quality and supply
 - b) maintain the preservation of Green Harbor for flood control and recreational opportunities
- 2) To maintain and improve the quality of recreational functions, facilities and programs.
 - a) develop bicycle, biking, and jogging trails