

Department Space Designation

| No. | Function | Current Number | Approx. Existing Space Sizes | Space Reference/ Standards Based Typ. BOMA Standards for Type A,B, C, D & E Workspace Types | 2020 Required Number | 2020 (Current) | 2025 Projection | 2030 Projection | 2035 Projection | Notes/Comments | SUBTOTAL NET SF PER DEPARTMENT - does NOT include the 25% Grossing Factor |
|----------------------------------|---|----------------|---|---|----------------------|----------------|-----------------|-----------------|-----------------|--|---|
| OFFICES | | | 0 | 416 | | 416 | 416 | 416 | 416 | | |
| O1 | Road Agent Office | | | 168 | 1 | 168 | 168 | 168 | 168 | 12 x 14 private office - adjacent to entry and versibule | |
| O2 | Meeting Room/Future Office shared by staff | | | 168 | 1 | 168 | 168 | 168 | 168 | 12 x 14 private office | |
| O3 | Fille Room/Office Storage/future Expansion office if needed | | | 80 | 1 | 80 | 80 | 80 | 80 | 8 x 10 lockable room - adjacent to office | |
| O4 | | | | | | | | | | | |
| | | | | | | | | | | | 416 |
| EQUIPMENT BAYS | | | 0 | 4800 | | 4800 | 4800 | 4800 | 4800 | | |
| F1 | Tools and Equipment Storage | | | 800 | 1 | 800 | 800 | 800 | 800 | 20 x 40 - this can be a Mezzanine depending on the overall SF of the building. A Messanine may still require 2 means of egress and weight loading will be an issue | |
| F2 | Vehicle/Equipment bays - 4 bays double stacked at 20 ft wide x 50 ft deep | | | 4000 | 1 | 4000 | 4000 | 4000 | 4000 | 50 x 80 High Bay Space - will require spacial exhaust system, triple compartment floor drains with heavy duty slab sloped to drain, and special heating - 14 High OH Doors | |
| F3 | (5) Dump Trucks | | | | | | | | | Items to consider - vehicle wash and diesel motor maintenance pit with a small lift crane | |
| F4 | (1) Loader | | | | | | | | | | |
| F5 | (1) Larger Mower | | | | | | | | | | |
| F6 | (1) Pick Up Truck | | | | | | | | | | |
| F7 | (8) Vehicles total | | | | | | | | | | |
| F8 | | | | | | | | | | | 4800 |
| COMMON SPACES | | | 0 | 1130 | | 1130 | 1130 | 1130 | 1130 | | |
| SH1 | Main Entry Vestibule - ADA Compliant | | | 80 | 1 | 80 | 80 | 80 | 80 | 8 x 10 Vestibule - ADA Compliant | |
| SH2 | Small Public Lobby | | | 144 | 1 | 144 | 144 | 144 | 144 | 12 x 12 - secured entry and adjacent to the office | |
| SH3 | Men Staff Locker Room for 8 Staff | | | 192 | 1 | 192 | 192 | 192 | 192 | 12 x 16 - large lockers benches and 1 ADA Accessible locker | |
| SH4 | Men Shower/Toilets | | | 96 | 1 | 96 | 96 | 96 | 96 | 8 x 10 | |
| SH5 | Janitor Closet/Mop Sink/Cleaning Supplies | | | 30 | 1 | 30 | 30 | 30 | 30 | 6 x 5 with Mop Sink | |
| SH6 | Unisex Staff Toilet Room - Staff use only | | | 64 | 1 | 64 | 64 | 64 | 64 | 8 x 8 Located in the accessible only space - ADA compliant. | |
| SH8 | Women Staff Locker Room for 4 staff | | | 144 | 1 | 144 | 144 | 144 | 144 | 12 x 12 | |
| SH12 | Women Staff Showers/Toilets for 4 staff | | | | 1 | | | | | | |
| SH13 | Staff Coffee/Break Room | | | 80 | 1 | 80 | 80 | 80 | 80 | 8 x 10 - Located in Staff-only area of the building | |
| SH14 | Electrical Room | | | 100 | 1 | 100 | 100 | 100 | 100 | Estimated only | |
| SH15 | Mechanical Room | | | 200 | 1 | 200 | 200 | 200 | 200 | Size may vary based on MEP Systems selected | |
| SH16 | | | | | 1 | | | | | | 1130 |
| SUBTOTAL NSF | | | | 6346 | | 6346 | 6346 | 6346 | 6346 | | 6346 |
| Efficiency Grossing Factor @ 25% | | 0.25 | | 1587 | | 1587 | 1587 | 1587 | 1587 | Grossing Factor at 25% for a 1 story building . Multi-story grossing factor is in the 30% range. | |
| TOTAL GSF | | | | 7933 | | 7933 | 7933 | 7933 | 7933 | | |
| | | | Need this info Existing Town Garage/DPW GSF | | | | | | | #VALUE! | |

NOTES:
Key items to take into account during the planning of the Town Garage and DPW
Use durable finishes and flooring that support various space uses - easy to maintain and clean
Design for the special needs - mud, solvents, oils

EXTERIOR STORAGE NEEDS
Plow Storage - under outside covered canopy - 20 x 30
Salt Shed - 60 x 80 - Covered
Fuel Island - 30 x 80 - Ideally Covered by canopy
Secured Outside Storage - fence and gates - 20 x 50
Material Bins - 4 bins - 12 x 20 x 4
Parking - 8 cars - 80 x 20 plus 20 ft driveway or apron
Large Truck Apron in front of OH Doors to Truck Barn - 40 ft deep minimum x width of bays (50 ft)