Staff Report

TO: City Council

FROM: Kristine Day, Assistant City Manager

DATE   February 1, 2022

SUBJECT: Presentation/Update of the Police Station Feasibility Study and Direction from City Council

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Background and Analysis:

The scope of work for the Beaumont Police Station Feasibility Study has been categorized into six parts. The design team has completed the first three parts and is preparing to move into the development of floor plans and building elevations scope of work. Below is a summary of the activities that the consultant team and City/Police Department staff have conducted.

1. **Data Collection:** Following the initiation of the contract in July 2021, the consultant team began to collect information on the make-up and operation of the existing police station, staffing and operational needs.

   a. **Organization Chart:** Using a current organization chart, the consultant team developed an understanding of the departmental make-up of the Police Department. This information was then used to create departmental questionnaires.

   b. **Departmental Questionnaires:** In July and August 2021, 35 questionnaires were sent to the different divisions of the Police Department with the intent to gather information regarding staffing, equipment, and office space needs of each. The questionnaires also asked about anticipated growth and future needs.

   c. **Departmental Interviews**: In September 2021, the consultant team conducted two days of interviews with Police Department staff to initiate a space needs assessment.

2. **Space Needs Assessment by Population Growth:** Based on feedback collected, a space needs assessment was prepared for initial review and comment by Police

Department staff. The assessment compares three milestones: 1. The current needs of today (2022), 2. The anticipated needs of 2030, 3. The anticipated needs of 2040. The 2030 and 2040 milestone growth projections are based upon annualized growth projections. The growth projections do not suggest that staffing will grow at a specific pace, instead the projections identify space needs suitable to serve staffing as the population is projected to grow. The iterative review of this draft assessment has been ongoing, from November of 2021 through January 2022.

3. **Facility Tours:** In November 2021, City/Police Department staff, and the consultant toured six recently completed facilities in Northern California, the Portland, Oregon area, and the Phoenix, Arizona area to observe various different approaches implemented in modern police stations. This process was completed concurrently with the review of the space needs assessment to allow for a direct comparison and understanding of the size and types of spaces called for in the assessment and actual built environments.

4. **Floor Plan Development and Building Elevations:** Upon acceptance of the Draft Space Needs Assessment (Attachment A), the next step for the consultant team will be to develop a site plan, building floor plans, and elevations that describe the needs and the design of the proposed police station.

5. **Construction Cost Estimates:** Once the site plan, floor plan, and elevations have been developed to a conceptual level and City and Police Department staff feel the design meets the goals and aspirations of the project, the drawings will be given to a third-party cost estimator to develop a Statement of Probable Construction Cost. The statement will account for the expected delivery method of the project and an estimated schedule of construction to account for escalation of the construction market.

6. **Final Report to City Council:** Upon completion of the Construction Cost Estimate, the consultant team will provide a final report to the City Council of the space needs assessment, the proposed design, and the associate project construction costs.

Fiscal Impact:

City staff estimates the cost to prepare this report to be $633.

Recommended Action:

Approval of the Draft Space Needs Assessment.

Attachments:

    A. Draft Space Needs Assessment