



Date: Wednesday Aug 19, 2026

Subject: Public Works Facility Proposal

The Town of Upper Marlboro Public Works is proposing for consideration the development of a new, purpose-built Public Works Operations Facility designed to support the Town's current responsibilities while providing sufficient capacity for future growth.

The proposed facility would consist of approximately 10,000–12,000 square feet of enclosed, heated space, a five-bay open equipment shed, a large secured heavy-duty vehicle and equipment yard, and a dedicated heated vehicle/equipment wash area with floor drainage.

The facility would also include employee support areas, including a locker room, two showers, restrooms, break room, administrative/work areas, storage, and a bunk room capable of supporting overnight Public Works operations during snow events, severe weather, and other emergencies.

The intent is to create a centralized Public Works campus that allows the Town to safely store, maintain, deploy, and operate its vehicles and equipment while improving employee working conditions and reducing the operational limitations associated with inadequate facilities.

1. Proposed Main Building One

Main Building

Target size: approximately 11,000 square feet

Space	Approx. SF
Bay 1 – Fleet Maintenance	1,250
Bay 2 – Heavy Equipment	1,250
Bay 3 – Seasonal/Emergency Operations	1,250
Bay 4 – General Maintenance/Wash	1,250
Parts/Equipment Storage	650
Workshop/Tool Area	400
Director/Supervisor Offices	400
Administrative Work Area	300



Space	Approx. SF
Conference/Training Room	350
Employee Break Room	300
Locker Room	400
Two Showers/Changing Area	150
Restrooms	250
Bunk/Overnight Room	400
Mechanical/IT/Electrical	400
General Storage/PPE	250
Circulation/Walls	1,350
Total	11,000 SF

2. Vehicle and Equipment Bays

The facility would provide four enclosed vehicle/equipment bays.

Recommended bay dimensions

- Approximately **24 feet wide**
- Approximately **50 feet deep**
- 16–18-foot ceiling height
- Oversized overhead doors
- Reinforced concrete floors
- Heavy-duty electrical service
- LED lighting
- Compressed air
- Heating
- Exhaust ventilation
- Vehicle maintenance capabilities

Bay functions

Bay 1 – Fleet Maintenance

Routine maintenance and repairs for Town vehicles, including pickups, service vehicles and other equipment.



Bay 2 – Heavy Equipment

Primary area for larger equipment such as dump trucks, tractors, skid steers and other heavy equipment.

Bay 3 – Seasonal/Emergency Operations

Snow equipment, storm-response equipment, emergency supplies and temporary staging.

Bay 4 – General Maintenance/Wash

Smaller equipment, trailers, general maintenance and winter vehicle/equipment washing.

3. Heated Vehicle and Equipment Wash Area

A major component of the facility should be the ability to wash Town vehicles and equipment during winter operations. This has plagued us for years. We have not been able to adequately clean salty equipment until outdoor temperatures reach 32 degrees or higher. This speeds up the deterioration process tremendously.

The preferred design would provide a heated wash/service bay with:

- Hot and cold water
- Commercial pressure washer
- Hose reels
- Heated concrete floor or radiant heating
- Sloped floor
- Trench/floor drain system
- Sediment and oil separation as required
- Proper wastewater connection
- Adequate ventilation
- Freeze protection
- High-pressure wash equipment



4. Building Two - Five-Bay Open Equipment Shed

The facility should include a separate five-bay open-sided equipment shed.

Conceptual size

Approximately:

125 feet long × 30 feet deep = 3,750 SF

This could provide approximately five 25-foot-wide equipment bays.

The shed would be used for:

- Tractors
- Mowers
- Skid steers
- Trailers
- Attachments
- Snow equipment
- Generators
- Seasonal equipment
- Other equipment not requiring enclosed heated storage

The structure should have a concrete slab, adequate lighting, electrical outlets, gutters, drainage, security cameras and sufficient clearance for the Town's largest equipment.

5. Open Vehicle and Equipment Yard

The site should include a substantial secured, open yard surrounding the buildings with 24-hour surveillance.

The yard should provide space for:

- Town fleet parking
- Dump trucks
- Trailers
- Heavy equipment
- Equipment attachments



- Snow-response staging
- Storm-response staging
- Material storage
- Equipment maneuvering
- Temporary emergency staging

PUBLIC ROAD

CONTROLLED ENTRY GATE

EMPLOYEE PARKING

11,000 SF PUBLIC WORKS
BUILDING

BAY 1 | BAY 2 | BAY 3 | BAY 4

Offices / Locker / Showers

Break Room / Bunk Room / Storage

HEAVY-DUTY PAVED YARD

5-BAY OPEN SHED

1 | 2 | 3 | 4 | 5

HEATED WASH / SERVICE AREA

DRAIN / WATER / PRESSURE WASH

SECURED EQUIPMENT / MATERIAL
YARD



The Town's Public Works Department is responsible for maintaining the Town's infrastructure, vehicles, equipment, streets, drainage systems, public spaces and other municipal assets. Those responsibilities require a facility capable of supporting both routine operations and emergency response.

A purpose-built Public Works facility would address several operational deficiencies that currently exist.

Needs Right Now

In the interim, the Town has an opportunity to lease an approximately 2,780-square-foot warehouse/office facility located directly adjacent to the Town's Police Department space. This property could provide an immediate solution to several of the Town's current space limitations while a permanent Public Works facility is being planned, designed, financed, and constructed.

The leased facility would allow the Public Works Department to completely vacate its current space at Town Hall, creating additional office capacity for incoming General Government staff and allowing the Town to better utilize Town Hall for its intended administrative functions. The existing Public Works yard could then be repurposed as additional equipment and material storage, providing greater flexibility during the transition period.

The lease would be funded through **speed camera revenue**, providing a dedicated funding source for the interim facility without placing the cost directly on the Town's General Fund.

There is also a suitable property immediately adjacent to the Police Department that is currently available for purchase. The property owners have expressed an interest in selling the property to the Town. This presents a potentially significant long-term opportunity. If the Town determines that the property is suitable for the future Public Works Operations Facility, leasing the adjacent warehouse/office space in the interim would provide the Town with a unique advantage: Public Works staff and Town leadership would be located immediately next door to the future construction site.

This arrangement would allow the Town to maintain direct oversight of the future facility's development, provide convenient access for project meetings and inspections, and allow Public Works personnel to remain closely involved throughout the design and construction process.