

DEPARTMENT HEADQUARTERS & S.P.U.



COMPONENTS 'M' & 'N'

■ COMPONENTS 'M' & 'N' NARRATIVE

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SUMMARY OF OPTIONS - DEPARTMENT H.Q. EXPANSION

As a component of this Comprehensive Master Plan study, the current and future needs of the Department of Corrections Administrative Headquarters were studied. The current location of the Department of Corrections is in leased space in a portion of the old state hospital, leased from the Department of Administrative Services. Upon walk-through of their current facilities, not only future, but current space needs are not being met. Each department within administration is cramped for space. Compounding the crowded conditions, to avoid moving large numbers of people each time a particular department grows, new employees are squeezed into any and every available space causing a disorganized and inefficient layout with staff of the same departments often working at opposite ends of the office. It is estimated that just to meet the current need for space, approximately 15 to 20% more square footage is required.

Observations of our walk-through noted that there is a new fire alarm and sprinkler system throughout the office areas but most if not all of this piping and conduit is exposed throughout the common and office areas creating an appearance of clutter. There is large amounts of storage located in the corridors due to lack of available room. There are significant Americans with Disabilities (ADA) compliancy issues to be addressed, there is no central air conditioning system, causing each office to have a packaged window unit and there are significant heat control issues with many spaces being excessively warm and others being too cool. Additionally, there are several administrative support positions located in the corridors due to a lack of available space. The office areas throughout were currently being painted and in general the finishes and carpeting are in fair condition. There is no acoustic ceiling system so there are some minor acoustic issues throughout the space.

As Component 'M' of this Comprehensive Master Plan it is estimated that in addition to the approximately 15 to 20% additional square footage needed to address current space needs, as much as 60 to 75% additional square footage beyond that, could be needed over the next 10 to 15 years. The recommendation of Component 'M' would be to acquire additional square footage in order to centralize the Departments administrative functions.

