

# **Dousman Fire District**

## **Fire Station Scope of Renovation**

### **History of the Fire Station**

- Built in 1993 at 107 S. Main Street
- Approximately 2,600 square feet of office/meeting space
- Total square feet of station, including apparatus bays, is approximately 14,500
- First floor used for meeting/office space and storage
- Second floor unfinished, used for workout area and storage (2,600 square feet)
- First floor includes:
  - Chief's office
  - Radio room
  - Men and women's bathroom
  - Meeting/training room
  - Kitchen
  - Open area with two cubicles
  - EMS clean-up room with washer and dryer
- Second floor was left completely open to renovate in the future
- Second floor requires ADA compliance when finished
- Land purchased for \$83,000
- Building built for \$593,000
- Total cost in 1993 was \$676,000

### **The Need for Renovation**

- *Lack of office space for officers*

Increasing requirements that have been placed on emergency responders have also placed a larger burden on the officers of the District. Each officer has a responsibility or area that they are in charge of. The way the station is configured currently, it does not have a place for officers to work, except in public areas with no place for storage.

- *No room for potential overnight and weekend on-call personnel*

In 1993, the Dousman Fire Station was built for an organization that was completely staffed by 52 volunteers and responded to 224 calls for service. Today the District has grown to two full-time employees, 38 paid-on-call personnel, and responded to 590 calls for service in 2008. Over the past 15 years there has been a decrease in volunteerism due to longer work weeks, more choices to spend free time, and a dramatic increase to the requirements of emergency responders.

- *Lack of storage space, especially secure storage space for HIPAA compliance*

The **Health Insurance Portability and Accountability Act** of 1996 has created new challenges for the District. All EMS contact with patients are considered medical records and must be locked in a secure storage area for privacy purposes. This information has to be stored for 7-10 years. In

addition, access to electronic records, and the storage of electronic records, requires a secure area for the network and computer equipment which is used for that purpose. Fines for non-compliance with HIPAA are significant.

- ***Decontamination area in an unsuitable location***

In 1993 when the District was responding to 150-170 EMS calls a year, not much attention was given to the placement of the EMS clean-up area. An increased awareness of infectious disease and control has dominated the EMT field for the better part of the last decade, with an emphasis being placed on the decontamination of equipment. The clean up room is placed directly outside the radio room and is part of a publicly accessible, primary corridor to the rest of the station. In today's world, that would not be allowed and it needs to be changed for the responders' safety, as well as the publics.

### **The Renovation Project**

- Approximately 3,100 square feet
- Complete build-out of the second floor
- Minor renovations to the first floor
- Minor renovations in the apparatus bay

### ***Second Floor Build-Out***

1. Office for Chief Officers

The Dousman Fire District currently has four Chief Officers: two are full-time and two are paid-on-call. This office would be a dedicated work space for the two paid-on-call Chiefs. The need for it to be separate from the other officers is important due to the sometimes confidential personnel issues that Chief Officers must deal with. This room could be turned into a meeting space or other use in the future if needs arise.

2. Office for Captains and Lieutenants

The Dousman Fire District has eight appointed officers that are all paid-on-call. There is a Captain and Lieutenant assigned to EMS, Training, Equipment, and Operations. This office would allow each officer to have a place to work and store District materials that they are responsible for. There would be a U-shaped countertop with workstations for eight, along with a lockable drawer and file cabinet for each.

3. Conference Room

The Dousman Fire District has one public meeting room that is right off the kitchen and offers very little privacy. The conference room would serve many purposes that include: EMS call review, staff meetings, study area, and meetings that may need privacy. This room would also have a storage closet for educational materials.

4. Exercise and Weight Room

The Dousman Fire District currently has an area on the second floor that has sufficient equipment for the promotion of health and wellness of our members. This room would be a place that the present equipment would be used. The promotion of health and wellness is important, as we often require high physical demands of our personnel.

5. Men and Women's Bathroom and Showers

There would be both a men's and women's bathroom and shower for members that are staying at the station. Both must be ADA accessible per building codes.

6. Day Room with Kitchenette

This would be an open space for members who are staying at the station or just members in general to gather for some down time. This area would have a kitchen table, sofa, and TV. This would be part of the living quarters separated from the public offices and public access. A kitchenette would also be part of this area with a compact sink, stove, microwave, and mini refrigerator. This was included so that if members are staying at the station, and a public meeting is occurring in the first floor meeting room, they would not have to interrupt the meeting to use the first floor kitchen.

7. Dorm Room #1

This dorm room is the smaller of the two, with room for one or two beds. It gives the District options for male/female accommodations, or for an officer/duty crew separation. The room would have a bed, nightstand, and locker for each member that is staying in the room.

8. Dorm Room #2

This dorm room is the larger one, with room for five beds, nightstands, and lockers. This, combined with the other dorm room, would allow for a total of seven personnel to stay overnight at the station. This could be expandable in the future by utilizing bunk beds.

***First Floor Renovations***

1. Second Office

Currently the Fire Station has only one secure office and an open area with two cubicles. The renovation would add a second office in the open area, allowing both the full-time Chief and Deputy Chief to have a secure office. Since this area already has HVAC and electrical, the remodel would be minimal in order to make this an office. The cubicles in this area will be taken upstairs, slightly reconfigured, and reused in the paid-on-call Chiefs office.

2. Front Entrance Area

The Fire Station currently has to keep the front door locked, which is very uninviting to the public. The renovation would allow the front door to be open up to 24 hours a day but secure enough to limit access to the rest of the station. This also will block airflow to the second floor, which is currently wide open, thus saving energy costs.

3. Clean-Up/Decontamination Area

The clean-up/decontamination area will be moved from the main hallway outside the radio room into in the apparatus bay. The old clean-up/decontamination area will then be filled with storage cabinets and used to store secure medical and fire records, and EMS and fire equipment.

4. Shower Stall Replacement

Each of the bathrooms on the first floor will have the shower stall replaced with one suitable for decontamination. These could also be used for members that are staying at the station in the case that both showers are being used on the second floor.

### ***Apparatus Bay Renovations***

1. Decontamination Area Change

With the decontamination room being moved to the bay, there is some plumbing that will have to be added to allow for the clean-up sink and washer. The placement of the area allows for all contaminated items to be moved directly to the clean-up area from the ambulances without changing rooms or going through a doorway.

2. Addition of a Storage Mezzanine

The addition of a mezzanine in the southwest corner of the bay will provide a storage area big enough for all of our extra equipment and supplies. Currently this storage is on the second floor, but with that space gone we would need this space to replace it.

### ***Other Renovation Items***

1. Vertical Platform Lift

Since the building was built in 1993 it needs to follow all ADA requirements. The vertical lift would be able to lift a wheelchair to the second floor. It will be placed right outside the radio room.

## 2. Sprinkler System

The fire station is big enough that if built today would need a sprinkler system. With more than \$2 million in assets and life safety concerns, and with the fire department preaching the benefits of sprinkler systems, it makes sense to “practice what we preach” by retrofitting the entire station with a sprinkler system.

### *Other Station Notes*

- Even though the upstairs was designed to be finished at some point in the future, the renovation will need to provide complete plumbing, HVAC, and most electrical work. A second HVAC unit is needed to go along with the current one.
- The costs of utilities have been taken into account for future planning. The District feels that although there will be a natural increase of utility bills due to renovation, the cost will be somewhat offset due to increased efficiency in the building. Currently the way the station is configured, the exposed stairways to the unheated/uncooled second floor cause a massive amount of energy loss that cannot be controlled.

### **Estimated Costs of the Renovation (as of August 2009)**

- Renovation – Approximately \$369,000
- Furniture Estimate – \$20,000 - \$30,000
- Total Project Cost – Approximately \$400,000

Part of the \$400,000 cost includes (numbers are approximate):

- Sprinkler System – \$35,000
- Platform Lift – \$40,000
- Architecture, Plans, and Permits – \$16,000
- Mezzanine Addition – \$28,000

With this renovation, a revitalized Dousman Fire District that can serve the community both now and in the foreseeable future will have cost:

1993:	\$676,000
2009-2010:	\$400,000
Total:	\$1,076,000

Compared to similarly sized and configured fire stations being built today for well over \$2 million, this is a great value.

## **Goals of the Project**

The goal of this entire project is to make the Dousman Fire District a well run and well staffed organization that meets the needs of its members and residents. The increased demands of training and responding have changed the way this organization operates both now and in the future. By adding the space to “house” members overnight we can expand our area in which to draw members that can serve our residents. Additionally, the tremendous value of paid-on-call personnel over full-time personnel cannot be overstated. By allowing paid-on-call personnel to stay over night at the station, and drawing in personnel from outside the District, we are providing full-time level staffing at a significant savings.

The addition of office space will allow our officers the space needed to carry out their responsibilities in an organized manner. The living quarters will allow our members a place to get together and still be at the station ready to respond when needed. The more people we can have at the station, the more efficient we can be with our response.

The three communities had the vision in 1993 to allow us to grow in the future, and this renovation will help us move towards that future.