

December 8, 2021

City of Washington Police Dept.
115 W. Jefferson Street
Washington, IL 61571

Attention: Michael D. McCoy, Chief of Police

SUBJECT: PD Evidence Building
Site Visit and Initial Inspection

Dear Chief McCoy,

This letter is regarding our onsite meeting on Thursday, December 2, 2021, with you and your department. The purpose of the meeting was to determine if the current Public Works building can be partially remodeled to adequately serve as a property/evidence area or if a new building would better suit the City's needs. The existing Public Works building is 40'x100' (4,000 square feet) with the Police Department utilizing approximately half the space for evidence storage.

Below is a list we compiled per our observations with consideration of your future needs as discussed in our meeting.

Initial Inspection Findings and Assessment:

- The exterior masonry walls show visible amounts of cracking at the joints which is most likely caused by differential settlement or movement. It does not seem to be a severe case but should be investigated further by a structural engineer.
- The building at this point in time is not as secure as a proper evidence area should be, thus possibly compromising the integrity of the stored property.
- The remaining useful life of the roof is questionable.
- The electrical service and system will need updating.
- The heating and ventilating system needs upgrades. Any area that is used to store narcotics should be independently ventilated so that noxious odors are removed and not recirculated into the building's ventilation system. Adding or modifying a ventilation system can be complicated and expensive.
- The wood shelving in the enclosed area would need to be replaced with high density metal shelving.

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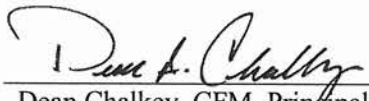
- There is no fire protection system installed in the building. An Early Suppression Fast Response (ESFR) system is a quick responding, high volume sprinkler system that provides protection for high piled storage areas.
- There is no emergency back-up power in case of outages.
- The only air conditioner in the building is a window air conditioner in the office/evidence processing room. Air purifiers should be used in evidence rooms not only for the safety of the employees but also to preserve the evidence from decaying rapidly.
- The space utilized in the Public Works building is not sufficient for the amount and type of property/evidence that needs to be stored both long term, short-term and future.
- At the time of the visit, the public works items that require winter storage within the building were not present yet. It appears that once those items are added, the space becomes even more limited, and the building could be utilized just to accommodate public work's storage needs.
- The department expressed the desire to be able to drive-thru the building for security purposes, it would be very difficult to accommodate that need within this building and existing site as it is now constructed.
- There is no room for indoor storage of vehicles that may need held while being processed for evidence.

The above findings with the likely associated costs to repurpose the existing Public Works building to a proper evidence storage area along with the future needs of the department are such that the City of Washington should consider building a new facility that would best suit their current and future needs.

After reviewing this initial letter, please let us know if you would like us to proceed with a detailed cost estimate to update this existing facility or direct our focus towards estimating a new facility. We are available to discuss further at your convenience.

Sincerely,

CHAMLIN & ASSOCIATES, INC.



Dean Chalkey, CFM, Principal

cc: Jeff Stevens, Deputy Chief

Sherry Guimond, Admin Support Specialist

Michael Washelesky, AIA

Tim Harris