



TOWN HALL FEASIBILITY STUDY
Scituate, MA
PROGRAM

DBVW Job #1200
 July 9, 2013
 Version 6.0

Existing Space	Extg Area (sf)	Program Notes	Proposed Area (sf)	Remarks	Approved 2/5/13	Presented 5/13/13	Presented 6/18/13
Accessibility							
Committee on Disabilities	0		0	Per Town on 8/1, not req'd	0	0	0
Accounting							
Town Accountant	200		0	See below			
Town Accountant	283		0	See below	734	740	653
Town Accountant	283		950	Department allowance (Extg +25%)			
Advisory Committee	0		0	Per Town on 8/1, not req'd			
Animal Control							
ACO Officer	0	Operates from Animal Shelter	0	Locate with Police or Animal Shelter			
Animal Shelter	0	Size unknown. Built in 2006	0	Stay in current locaiton	0	0	0
Archive							
Archive Storage	441		0	See below			
Archive Vault	600		0	See below			
Archive Office	253		250	Office			
Fireproof Storage	1,290		2,200	Storage (Extg +25%)			
Archive Vault	411		1,300	Vault (Extg +25%)	6,203	3,235	2,619
Assessor							
Town Assessor	430		0	See below			
Town Assessor	184		0	See below			
Town Assessor	100		900	Department allowance (Extg +25%)	683	674	838
Building Department							
Conservation Comission	423		550	Department allowance (Extg +25%)	627	898	570
Planning Department	423		550	Department allowance (Extg +25%)	627	898	570
Building Department	239		0	See below			
Building Department	515		0	See below			
Building Department	198		1,200	Department allowance (Extg +25%)	1,543	1,525	1,640
Plat Books	137		175	Storage (Extg +25%)			
Conference Room / Meeting Room	0		250	added			
Zoning Board of Appeals	0		0	Per Town on 8/1, not req'd			
Community Preservation Committee	0		100	Office			
Design Review Committee	0		0	Per Town on 8/1, not req'd			
Street Acceptance Committee	0		0	Per Town on 8/1, not req'd			
Historic Commisssion	0		0	Per Town on 8/1, not req'd			
Renewable Energy Committee	0		0	Per Town on 8/1, not req'd			
Community Center							
Community Center			4,000	Allowance	6,203	4,655	1,217



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Community Television							
SCTV-9 Resources	0		500	Office, equipment storage, etc.	431	471	542
Economic Development Committee							
EDC Office	0		0	Per Town on 8/1, not req'd	0	0	0
Employee Break Room / Kitchenette							
Kitchenette / Lunch Room	0		500	added	597	271	271
Harbor Community Building							
North Room	1,400		0	See below	524	0	0
Middle Room	600		0	See below	668	0	0
South Room	1,100		0	See below	694	2,338	3,948
Cafeteria	0		4,206	Existing to remain			
Kitchen	0		1,400	Existing to remain	0	1,400	1,400
Harbormaster							
Harbormaster	0		0	Stay in current locaiton	0	0	0
Health Department							
Public Health	220		350	Department allowance (Extg +50%)	544	424	424
Housing							
Affordable Housing Trust	0		100	Office	0	135	0
Housing Authority	0	Currently at 791 Country Way	0	Per Town on 8/1, not req'd			
Library							
Library	0		0	Stay in current locaiton	0		0
Public Works							
Admininsitration	0	Include with Engineering	0	See below			
Engineering	590		750	Department allowance (Extg +25%)	862	0	0
Department of Public Works	5,080	Assumed @ Extg Town Hall Basement	5,000	Department allowance	3,474	5,347	1,873
Highway	0		0	Stay in current locaiton			
Public Grounds	0		0	Stay in current locaiton			
Water	12,224	3 Buildings	0	Stay in current locaiton			
Water Department Offices	1,680	2,400 GSF - 30% Grossing Factor	2,100	Department allowance (Extg +25%)	1,441	1,887	0
Sewer	0		0	Stay in current locaiton			
Transfer Station	0		0	Stay in current locaiton			
Water Resources Commission	0		0	Per Town on 8/1, not req'd			
Waterways Commission	0		100	Office	0	0	0



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Recreation							
Recreation Department	0	Currently in HS	750	Relocate to Town Hall, recoup space at HS	1,130	896	7,150
Gymnasium	0		8,541	Existing to remain	8,541	8,541	8,541
Locker Rooms	0		1,000	2 Lckr Rms @ 500sf ea+ toilets, no showers	0	0	0
School Department							
District Administration	0	Currently in HS	1,500	Relocate to Town Hall, recoup space at HS	1,671	1,158	1,225
Senior Center							
Council on Aging / Senior Center	3,180	4,543 GSF - 30% Grossing Factor	11,000	Department allowance (Extg +25%)	9,697	5,772	6,238
Tax Collector / Town Treasurer							
Waiting	99		0	See below			
Tax Collector / Town Treasurer	670		975	Department allowance (Extg +25%)	1,192	1,079	928
Town Administration							
Town Administrator	141		175	Extg + 25%			
Town Administration	270		350	Extg + 25%	904	1,360	1,470
Selectmen	301		650	5 Offices @ 100sf ea + 150sf waiting area	505	0	0
Conference Room	0		250	added	130	0	0
Town Council Chambers	590		3,000	200 seat capacity @ 15sf/person	2,230	3,087	3,894
Town Clerk							
Waiting	187		0	See below			
Town Clerk	245		0	See below			
Town Clerk	280		900	Department allowance (Extg +25%)	679	674	838
Board of Registrars	0		0	Per Town on 8/1, not req'd			
Veteran's Services							
Veteran's Office	127		175	Department allowance (Extg +25%)	480	452	425
Veteran's Council	0		100	Office			
Conference Room	0		150	Added			
Program Subtotal				56,947	53,014	47,917	47,274
40% Grossing Factor (Corridors, walls, toilets, mechanical, custodians, etc.)				22,779			
Program Total				79,726			
First Floor Area				47,956	34,937	34,937	34,937
Second Floor Area				34,810	34,810	34,810	34,810
Third Floor Area				12,671	12,671	12,671	12,671
Total Area of Gates MS				95,437	82,418	82,418	82,418
Updated Grossing Factor					36%	42%	43%
Legend							
				Placeholder, no program info available			
				SF Revised SF after 9/12 meeting input			