VERMONT

STATE OF VERMONT
MEDIUM- AND LONG-TERM LEGISLATIVE SPACE ASSESSMENT
MONTPELIER, VERMONT

APRIL 26, 2021

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Executive Summary

The State of Vermont, Sergeant at Arms, contracted with Freeman French Freeman Architects on March 15th to assess the medium-term and long-term space needs for the State House given the changing nature of how the Legislative branch operates due to the COVID-19 pandemic.

Medium-term is defined as being in place for the January 2022 legislative session, with 8 months to accomplish changes.

Long-term is defined as program needs and construction to be completed in 3-10 years. This would result in a 30-year investment.

INTERVIEW & FINDINGS SUMMARY

FFF met with over 30 people who traditionally work or worked in the State House as legislators, staff, lobbyists and public. Of the many perspectives there was consensus on many points. Here are few takeaways from our interviews:

1. Everyone would like to work together under one roof but many are reluctant to do so due to the limited capacity of the building. This was a desire and a concern pre-COVID and has intensified post-COVID.

2. There is high concern that we will not be in a totally COVID-free world by January 2022; i.e. not everyone will be vaccinated, new strains will occur, and that sensitivity and long-term physical recovery will impede a full return to the State House.

3. Working remotely can work well for some but not for all. During session staff can give faster service being on site while off-session they can work remotely.

4. The limitations and pressures on the existing spaces have created concern that there is an unhealthy workplace for the public, legislators, and staff. There are too many crowded areas with insufficient environmental controls (heating, ventilation, air conditioning - HVAC).

5. There is a sense among legislators that being together makes for better outcomes and a better legislative process, however this has to be balanced with the understanding that the prior culture of crowded committee rooms cannot be the future.

6. There were suggestions that addressing those concerns will require choices regarding all or some of the following: limiting occupants, changing operations and scheduling, using other buildings, adding more space to the State House, and upgrading mechanical systems.

7. Physical safety and security are of high concern due to the intensity of public involvement at the State House and national events.

8. All legislators do not need their own individual offices but would like more space to do their work and store their possessions.

9. The surrounding State House site, parking, and accessibility could use some improvements.

10. AV technology for public access has been helpful but requires more discussion on how to best to utilize it.

RECOMMENDATIONS SUMMARY

Based on our interviews and two prior studies, (the *State House Space Assessment Report*, dated January 15, 2020, and the *Legislative Space & Health & Safety Assessment Report*, dated August 19, 2020), FFF recommends the following medium-term (January 2022) and long-term solutions:

A. Medium-Term Recommendations (January 2022)

With government orders and changing COVID conditions there are two recommended options to return to the State House for the January 2022 session:

Option A

1. Return to the State House for Legislators and Staff only.
2. Provide Public Access to through AV technology (live broadcasting/ interaction and recordings).

Option B

1. Option A, above, plus
2. Utilize 133 State Street and other close by buildings to allow some in-person public participation in larger spaces.
3. Access limitations to smaller committee rooms will apply.

For determining the occupancy capacity of the building, a code study applying the list of codes in Appendix 4 should occur this spring. Also, to determine the environmental health of the occupancy capacity the HVAC assessment and deficiency report should be completed and improvements identified this summer. Both these reports will work together to quantify how many occupants can safely occupy the building.

To return in January 2022 (8 months) we recommend a series of improvements identified in this report. These include converting some larger rooms (i.e. the Legislative Lounge) into committee rooms and construction to enlarge others. This poses an aggressive timeline to accomplish these suggested changes. To perform this work by January will require resources and approval to move quickly.

Both scenarios require a significant investment in technology. Policies governing their use will have to be established and resources will need to be budgeted and in place.

B. Long-Term Recommendations (3-10 years)

Long-term recommendations are intended to provide adequate space for current needs as well as future growth. These are illustrated in a master plan that anticipates growth in staff and the need to co-locate staff in buildings connected to the State House. These recommendations will take 3-10 years to construct and include the following:

1. FFF has illustrated a master plan that adds onto the State House, creating more public spaces, larger committee & hearing rooms, and office space. Additional space will allow controlled public access for “off-session” and “in-session” periods while maintaining the historical integrity of the State House.
2. Significant upgrades to the mechanical systems, electrical systems, and indoor environmental controls (HVAC) should take place.
3. Long-term technology improvements should be accomplished.
4. Physical security requirements and policies should be developed.

This will be a long-term investment for future generations of state government and access for the people of Vermont.

2. Findings & Recommendations

This section documents the main issues discussed during interviews conducted the week of March 22, 2021, which included 32 members of the legislature, legislative staff, other State employees, and the public. We summarize each issue raised by interviewees followed by brief recommendations for each issue. Detailed medium- and long-term recommendations are provided in Section 3.

PROJECT OVERVIEW

FFF conducted 23 interviews with 32 people representing a wide range of viewpoints of State House occupants. These individuals include current and former members of the General Assembly, legislative support staff, Buildings and General Services, and the public. We gathered input on issues ranging from health and safety to legislative functioning and public access (see Appendix for questions discussed with each interviewee). Our task was to examine space needs for the members of the General Assembly, legislative staff, and members of the public beginning with the 2021-2022 Legislative Session and look more broadly into the next 3 to 10 years and beyond.

The General Assembly is intrinsically linked with the historic building. Despite the challenges involved in the "living museum" model, the idea of removing the Legislature from the State House is an extreme departure not only in location, but in how the Legislature functions. There is a consensus that cramped quarters and limited space discourage extreme partisan politics and encourage accountability to each other and constituents. While this is the case, health and safety of legislators, staff, and the public necessitate examining the State House and determining ways of providing more space and improving air quality. FFF has examined ways to alleviate pressure on space needs in the State House in our January 2020 pre-pandemic report and our August 2020 report based on returning to the State House/Capitol Complex during the pandemic.

While certain staff may work in office space outside the State House, it is clear that for the legislature to function expeditiously and efficiently some Legislative staff spaces should be in the same building. It is feasible that committee rooms may be located in other buildings, in the medium term, to satisfy space needs as solutions are built. See pages 15-17 and 25-47 of FFF's August 2020 report for potential scenarios.

Recommendations: See Page 20: Medium-Term Recommendations: Options A & B for a return to the State House and other nearby State-owned buildings – 109 & 133 State Street.

A. GENERAL ASSEMBLY SPACES

While there is a desire for everyone to return to the State House as quickly as possible, many of the spaces used by legislators on a regular basis are lacking. This includes committee rooms and a shortage of meeting and work spaces.

1. Committee Rooms

The committee rooms have long been known to be too small to accommodate legislators, staff, the public, and press. This is even more apparent in light of the pandemic. Rooms need to be larger for safety and comfort of all and to improve public access. While the Senate committee rooms are historic and therefore cannot be renovated, House committee rooms are considered less historic and may be renovated to provide more space and keep with the historic context of the State House. Additional committee rooms to make up for alterations would best be provided in a modern addition. This also provides opportunities for committee rooms of different sizes and styles to best serve different committees.

The existing round-table committee room layout is consistent with Vermont's open and accessible legislature; however, it is challenging to record these meetings. Some states use a hearing room set-up with all legislators facing the same direction for committee rooms and these could be considered as well.

Recommendations: Included in this report are diagrams of the FFF ideal conceptual sizes for Committee Rooms and large spaces for hearings. Moving forward all committee rooms should be equipped with technology for providing remote access for participation, broadcasting, and recording meetings.

2. Large Meeting/Hearing Rooms

Large meeting/hearing rooms are also in high demand and additional rooms that can house larger numbers of people and lend themselves to technology use should be incorporated into a solution.

Recommendation: Spaces over 850 square feet and larger should be on reserve to hold hearings that will draw larger public participation.

3. Private Meeting Rooms

The legislature has been in need of private meeting spaces of all sizes for some time. FFF's January 2020 report focused in large part on options for meeting spaces in the existing State House.

Recommendation: A variety of small (100–150 sf) spaces and medium (150-300 sf) spaces should be provided. An addition provides the opportunity for private rooms for addressing personal matters, individual meetings with fellow legislators or constituents, and spontaneous meetings. These rooms can be scheduled and unscheduled. It remains difficult to carve enough of these spaces out of the existing State House due to pressures on all spaces.

4. Legislative Lounge & Offices

While the Legislative Lounge is used to different degrees by different legislators, it is one of the few places where legislators have privacy. The Lounge in its current form is not critical (the location within the State House and its configuration are flexible); however, a devoted space or spaces for legislators to work is needed. This space should include components of the existing Legislative Lounge (access to support staff, work areas, and research resources) as well as a coat storage area for legislators. There is a consensus that although private offices or workstations are desirable, they are not necessary for a functioning General Assembly.

Other offices, such as the Senate President Pro Tem's and Secretary of the Senate, are small for their uses and are addressed in depth the January 2020 study.

Recommendation: Use the existing Legislative Lounge for a Committee room in the medium term. Provide a dedicated coat room and create multiple spaces for legislators in the long term. See Medium-Term plans and the Long-Term - Master Plan.

5. House & Senate Chambers

The House & Senate Chambers are addressed in the Health, Safety, & Security section below. Both Chambers should maintain remote public access in the future.

Recommendation: Provide AV infrastructure for remote public access to the House and Senate Chambers.

B. LEGISLATIVE STAFF

Several legislative staff stated that they can work remotely and can work with their primary offices off site. Attorneys prefer to work in the State House and would like to be in the State House long term. There is a desire for drafting operations staff to remain in the State House or in close proximity. Both the House Clerk and the Senate Secretary should remain in the State House. Operations and Committee Assistants would like to be on site. Joint Fiscal, Legislative IT, and HR already have some permanent offices off site and can continue with this model. Staff without office space (committee assistants, custodial, and pages) are lacking personal storage and break areas.

Recommendation: Move as many people as possible off-site to alleviate current space pressures and open up spaces for alternative uses. During session provide "hoteling" work spaces in the Annex mezzanine level. See Medium-Term plans – Option A. In the long term an addition could provide the opportunity for additional offices and "hoteling" work spaces. Staff without office space can be provided with personal storage and break areas if spaces open up with an addition to the State House. See Long-Term – Master Plan for solutions. In the off-session staff may have the ability to work remotely at home under State policies and guidelines.

Staff locations and recommendations:

Legislative Counsel/Attorneys – Currently in the State House Annex and 1 Baldwin. Medium term move to 133 State Street. Long Term move back to the State House in an addition to 1 Baldwin Street or State House East addition. Long-term alternate option is to move into "backfill" spaces created within the State House vacated by building additions and moving small committee rooms into larger and more desirable new space.

Legislative Counsel/Drafting Operations – Currently in the State House Annex. Medium term move to 133 State Street. Long Term move back to the State House in an addition to 1 Baldwin Street or State House East addition. Long-term alternate option is to move into "backfill" spaces created within the State House vacated by building additions and moving small committee rooms into larger and more desirable new space.

Operations (Accounts Payable/Payroll) – Currently in the 1st floor State House Annex. Move to Mezzanine level of the Annex.

Operations (Committee Assistants) – Keep work desks in Committee rooms and provide an office in the Annex for Committee Supervisor.

Joint Fiscal Office – Currently in 1 Baldwin and should stay.

Senate Staff/Secretary of the Senate – Currently in the State House and should stay. Long term alternate option is to move into "backfill" spaces created within the State House vacated by building additions and moving small committee rooms into larger and more desirable new space.

House Staff/House Clerk's Office - Currently in the State House and should stay. Long Term alternate option is to move into "backfill" spaces created within the State House vacated by building additions and moving small committee rooms into larger and more desirable new space.

Police – Currently the Capitol Police are in the State House near the copy room, with another office in 109 State Street. Medium term move the State House outpost to RM 26. Long term move to a location near the public lobby.

IT – Currently their main office is in 9 Baldwin Street with 4 staff in the State House. For future AV technology support they will need to add staff. The State House server room is in undesirable space in the basement. Keep main offices in 9 Baldwin. Locate "hoteling" work spaces in the Annex 1st floor and move equipment to 1st floor Annex previously occupied by the editors. Create a larger server room in 133 State Street.

HR Director – Currently in 1 Baldwin. This is a new position and FFF was not able to meet with the director to discuss the best long-term location.

Sergeant at Arms – Currently in the State House RM 2 and should stay.

Janitorial Staff – Currently in a small break room in the Annex. Long-Term Master Plan shows them relocated to the new Loading Dock area in the Public House addition.

Kitchen Staff – Currently there is one small office in the kitchen and no break room. Long-term Master Plan shows them relocated to the new Loading Dock area in the Public House addition.

Pages – Currently they have access to a closet off Room 9. The medium-term plan provides them with a room in the annex/mezzanine level.

C. PUBLIC ACCESS

Given the virtually unlimited public access to the State House prior to the pandemic, and expected post-pandemic, most improvements to spaces contribute to the public's ability to access the legislative branch and participate in the democratic process as well as provide legislators and staff with improved conditions to carry out their responsibilities. At the same time, unlimited public access poses security risks and space pressures on the building.

Public access is important to the personal nature of Vermont's legislature – public presence in committees and hearings often plays a role in legislators' decisions. Several factors to improving public access long-term are improving accessibility, parking, ancillary spaces, and additional security measures.

The Press is considered part of the public in this report and should maintain access long term. Their technology needs should be accounted for when upgrading systems.

1. Accessibility (ADA)

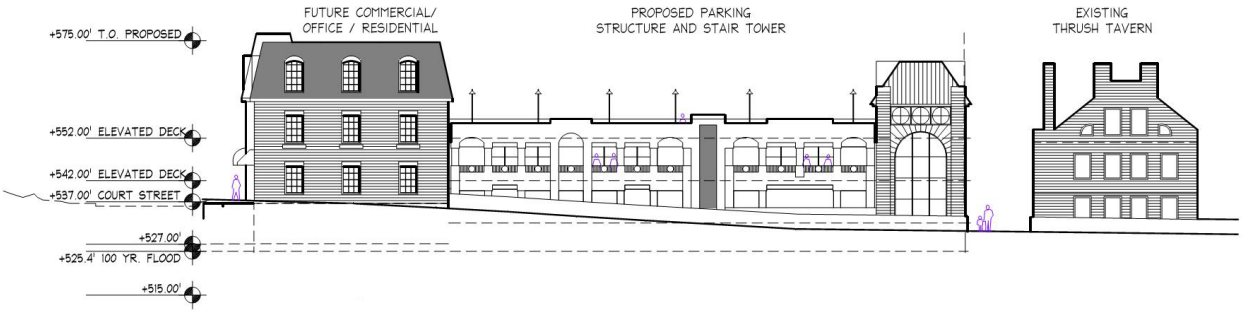
The State House has made some accommodations for those with disabilities, but much could be done to improve accessibility. Improvements include increased ADA parking spaces, larger committee rooms that can accommodate more wheelchairs and other devices, and ensuring that floor finishes and transitions are easy to navigate with a wheelchair or walker.

Traveling outside the State House during the winter months of the legislative session is difficult for those with disabilities and requires advance planning and additional time. Leadership and some staff offices are located on upper floors of buildings without ADA access. This puts people at a disadvantage that could easily lead to missed opportunities and can impact the public, elected representatives, and staff.

Recommendations: Hire a code consultant to perform a thorough ADA analysis, document deficiencies, and recommend remedies using current codes, standards, and guidelines. This will include addressing emergency evacuation for those with disabilities. ADA accessibility is a strong argument for providing additional space in a modern addition to the State House that can provide fully accessible space.

2. Parking & Site

The need for a parking facility near the State House for the public, witnesses, legislators, and staff was expressed by several people. Parking could be significantly improved by building a parking structure on the Court Street and Governor Davis corner property. Over the years numerous studies have suggested a parking facility; starting with Capitol Complex studies in November 1987, February 1989, January 2001 (see below and the Court Street Parking Facility Contextual Study), and several others since that time. The parking facility could be provided with future office space along Court Street as depicted. It would also free up space for more ADA parking closer to the State House and improve accessibility for all.



Parking structure at the corner of Court Street and Governor Davis from a 2001 parking study by FFF

3. Technology

One of the positive impacts of the pandemic has been increased public access afforded by live broadcasting legislative meetings as well the access to recorded events. This has provided Vermonters with more access to the democratic process and allowed more experts from outside the state to offer testimony. The consensus is that this access is here to stay. Time, staff, and infrastructure investment will be required to ensure that existing rooms in the State House are properly functioning with technology, given the historic nature of the State House.

Remote access to proceedings is also a benefit to legislators and staff, who now have the tools to work remotely in the event of illness or inclement weather. This contributes to increased health and safety for all.

Committee rooms and House/Senate Chambers will require increased staff as well as equipment resources to ensure that AV equipment functions well.

Technology can also be used to schedule rooms if meeting rooms are added and to assist with limiting occupants in the medium-term.

Recommendations: Allocate resources and expenditures for both the medium-term and long-term plans. Budget allocations are shown in the cost estimates. A modern data center should be created in 133 State Street on proximity to the existing Data Center. The current IT spaces in the basement spaces of the State House are less than desirable and space in the lower annex level should be dedicated to equipment needing to be relocated in the State House. See Cost Estimates for the medium- and long-term master plans. Currently IT does not have an AV specialist on staff. Resources should be allocated for 1-2 AV specialists.

4. Amenity/Ancillary Spaces

a) Coat Room

The existing State House Coat Room serves the legislature, public, and select staff. All three of these groups require access to storage space while in the building. A separate Coat Room for the public would enhance security and provide a much-needed space for school groups and other visitors to congregate prior to visiting the State House. If this were placed in an addition, it would limit noise distractions for building occupants.

Recommendation: Create a coat room in Room 25 and relocate the Copy Room and Police Outpost to the Annex lower floor. See short-term plans.

b) Cafeteria

The cafeteria serves the public, legislators, and staff. During peak use it is overcrowded with long lines. The serving area is poorly designed and contributes to cafeteria congestion. The kitchen and "back of house" areas are adequate but could benefit with equipment upgrading.

Recommendations: The seating area could double in size to accommodate diners and peak periods. Flexible dining rooms that can be opened to the larger cafeteria would provide for catered lunch meetings and additional meeting space off hours. The kitchen and washroom would benefit from updated equipment and layouts to provide additional prep space. Waste, Recycling, and composting spaces along with a dedicated loading dock should be analyzed further. See the Long-Term Master Plan for addressing the loading dock, truck access, and enlarging the seating areas through an addition.

c) Ancillary Spaces

Other support spaces that should be incorporated into a solution include:

- Single user restrooms in public areas
- Additional restrooms to accommodate building occupants and visitors
- A lactation room that is easily accessible to all
- A proper infirmary/first aid station
- Display area for advocates and the public
- Storage requirements for supplies & maintenance

Recommendation: See the medium-term plan for renovations to address some these concerns. All of these would be more easily accommodated in a modern addition to the State House.

D. Health, Safety, Security

The Pandemic has created a heightened personal awareness for desired ventilation and lower CO2 levels in places people work. The system is also unable to maintain a museum-like environment for historical artifacts and artwork, which requires nuanced temperature and humidity controls for dehumidification, especially during summer months.

Air quality in the State House has been under question for some time and there is no question that the HVAC system is aging, needs upgrades, and replacement components. This will take a significant investment for positive improvements. BGS is in the process of hiring a consultant team to study this issue, make recommendations, and explore cost options.

Overcrowding in committee rooms, hearing rooms, and other spaces presents both air quality and safety issues. Rooms should either accommodate larger numbers or access should be reduced for life safety.

The lack of a proper guardrail from the House and Senate Chamber balconies is also a safety hazard that could be solved with a temporary barrier that could be removed off-session to preserve the historic integrity of the Chambers.

There is concern with available egress from the Senate Chamber and this should be reviewed by a code consultant.

Legislators and staff are divided on the need for additional security measures. On the one hand, there is the feeling that ease of access contributes to the atmosphere of accountability and congeniality. On the other hand, there are a significant number of people who feel that security measures are necessary to prevent an incident and to ensure that most people feel safe within the State House. Safety measures could include security cameras, limiting public access to a single entry, installing of metal detectors, and installing temporary barriers between the public viewing areas and chamber floors.

Recommendations:

HVAC – *As planned BGS will hire consultants to develop a MEP/FP Master Plan identifying components, options, and costs.*

Security – *Continue to secure access to all entry points and limit public access to an East & West designated entry. Review previous Security Studies and decide elements to implement. The short-term plan should enhance Health Stations at main entries.*

Safety – *FFF recommends hiring a code consultant as described in the Recommendation Section of this report. A list of codes to review and code consultants is included in an Appendix.*

E. Scheduling & New Procedures

Interviewees expressed some interest in reviewing and perhaps changing rules in the following areas:

- Reduce number of House Committees
- Change rules for committees to meet less
- Rotate lunch "periods" between committees to reduce cafeteria congestion
- Reduce the number of House members
- If committees meet in separate buildings, need to group committees in a way that allows similar committees to be together (scheduling issue)

Recommendation: Review and investigate these suggestions.

F. Historic Preservation

There is widespread agreement that the significant effort to restore the State House should not be undone. The 1858 portion of the building should remain as-is, while the 1886 and 1900 additions are sensitive to a lesser degree. All renovations should be selective and historically appropriate. The 1987 addition was built with the intention that another level could be built on top of and is not as sensitive.

Recommendation: Any renovation or addition shall follow the guidelines for Historic Preservation and be vetted by appropriate authorities. A well-placed and designed addition can enhance the experience for building occupants as well as alleviate pressure on the historic State House while respecting the historic integrity of the State House. See the Master Plan and components for long-term ideas and recommendations.

G. Prior Studies by Others

FFF reviewed prior State House Studies and Reports to see what space needs and solutions have been suggested in the past.

- *Vermont Statehouse Renovation and Expansion Study* by Robert Burley Associates, December 1982.
- *Vermont State House Study of Space Needs* by Tricia Harper, Architect of State Buildings, January 1997.
- *State House Renovations and Addition* by Finegold Alexander & Associates, January 2002.
- *Inventory and Evaluation of State of Vermont Building Occupancy in the Capital District* by Black River Design, October 2015.
- Confidential Security Reports.

We want to acknowledge the good work done before us and in some cases the concepts and details are still valid today. The need to accommodate the public with more space, enlarge committee and hearing rooms for the legislative work, modernize environmental systems for a historical building, and insert new technology are common themes. All reports address the need for relieving the congestion and pressures on space through an addition.

H. FFF Studies

FFF's January 2020 *State House Space Assessment* was a short-term assessment focusing on high-priority space needs and possible solutions within the existing State House.

FFF also produced the August 2020 *Legislative Space, Health, & Safety Assessment*. This study was focused on analyzing spaces for legislative use with peak COVID restrictions.

Both studies have informed the recommendations in this report.

3. Medium-Term Recommendations

January 2022 Legislative session

FFF has listened to the ideas and concerns of legislators, staff, and members of the public to arrive at the medium- and long-term recommendations outlined below.

Medium term is defined as being in place for the January 2022 legislative session, with 8 months to accomplish changes.

Long term is defined as program needs and construction to be completed in 3 to 10 years. This would result in a 30-year investment.

In addition, FFF recommends that the State hire a code consultant to deliver a code report this summer. The code report should contain a summary of all the applicable national and Vermont State adopted codes applied to the State House. This code report would establish occupancy requirements, life safety egress capacities, accessibility, and other code compliance issues. FFF has worked with the following consultants: Code Red Consultants, RW Sullivan, Jensen Hughes, and Hastings Consulting. See Appendix 5 for a list of applicable codes.

FFF understands that BGS is in the process of procuring a mechanical engineer to assess and design solutions to the aging mechanical, electrical, and plumbing (MEP) systems. Along with this assessment we recommend the testing of indoor air quality for any possible contaminants (in addition to recent radon and mold studies) and air flow to establish the existing conditions. Current filtration and possible upgrades should be part of this work to prepare for the January 2022 Legislative Session. Any major upgrades to the HVAC systems cannot be accomplished for the medium term and would be longer-term solutions.

I. MEDIUM-TERM RECOMMENDATIONS

The question of if and how people will return to the State House in January 2022 was raised during our interviews. Many people are concerned that the pandemic will not be resolved and not all health risks will be eliminated. With COVID -19 being unpredictable, there should be a contingency plan for the medium-term return 8 months from now. Also, any major building modifications, HVAC upgrades, and any building additions will not be in place within this 8-month period.

The decision points below are helpful to discuss while determining whether there is a full or partial return to the State House in January 2022:

1. Is there a partial or full return? Is a full return achievable and what are the risks?
2. Will there be capacity limits imposed on the occupancy of the building or specific spaces? Public? Staff? Committees?
3. Will there be any operational or scheduling changes made to reduce the amount of people in the building or in specific spaces?
4. What type of public access through technology is desired?
5. Will any State House improvements be accomplished from the Space Assessment Report dated January 15, 2020?
6. As identified in the Legislative Space, Health, and Safety Assessment dated August 19, 2020: Will any space outside of the State House be used? 133 State, 109 State, or other?
7. What is the status of HVAC equipment and can any upgrades be accomplished to improve indoor air quality?
8. What level of security are you willing to accept?

If the decision is made by the end of April to return to the State House in full or in part for January 2022, there are 8 months to achieve any improvements, including scope determination, consultant selection, design and documentation, bidding and procurement of vendors, construction and/or technology installation.

What can be accomplished in 8 months to prepare for the January 2022 legislative Session?

The colored floor plans in this section illustrate the following:

1. Audio/Visual installation for committee and large meeting/hearing rooms – scope and extent TBD.
2. Technology improvements for the House & Senate Chamber – scope and extent TBD.
3. Security devices and detection at main entrances. All others to be secured.
4. Health stations and check-in established at each main entry.
5. Committee Room modifications to increase the size of some committee rooms, while maintaining 26 rooms
    - Room 26 is too small to be a functioning Committee Room. Room 9 should be utilized as a Committee Room to take its place and any renovations accomplished.

- Modifications to selected committee rooms that are too small by removing selected walls on the 2nd and 3rd floors, resulting in a loss of 4 existing committee rooms.
- Convert the Legislative Lounge, rooms 10 & 11 to committee rooms to make up for 3 committee rooms.
- Provide additional committee room in the cafeteria to make up for the 4th committee room.

6. Modifications to the Cafeteria or Servery to accommodate any changes.
7. Renovations for a single-use restroom, improved lactation room, and infirmary.
8. Other minor modifications to address capacity or environment.

The list above is very aggressive for the time available. Scope and degree of difficulty will determine what is possible. In addition, the code study referenced above, involving life safety regulations, occupancy, egress, and accessibility, should be accomplished.

FFF recommends two options for returning to the State House in January 2022. These plans assume many of the recommendations above will be implemented in the 8-month period between the end of session and January.

Note: *These plans are based on current projections for returning to full capacity in accordance with the Governor's orders. Should there be changes to the Governor's orders, a resurgence in COVID due to new strains of the virus, refusal on the part of legislators or staff to return to the State House, or other unforeseen events that prevent a return, FFF recommends reverting back to remote operations per the 2020-2021 Legislative Session.*

Option A: Legislature & Staff Return to State House

- Legislators and select staff return to the State House for the January 2022 Session.
- All public, press, and witnesses have access via Zoom (IT improvements will be required).
- Select renovations to improve functionality in the long term (see above).
- Assumes the Legislative Counsel (attorneys and drafting operations) will temporarily relocate to offices near the State House.
- IT help currently provided in Legislative Lounge to be provided in Copy Room and temporary computer help stations located in cafeteria.
- **See Medium-Term Plan – Option A diagrams & Ideal Committee Room diagrams**

Option A: Pros

1. Restores traditional legislature relationship to the State House.
2. All legislators together under one roof.
3. Required staff on site.
4. Broadcasting & recording meeting for public access maintained.
5. Re-purposing/renovating 11 rooms to create larger committee rooms provides medium- and long-term solutions to committee room overcrowding. (e.g., Leg. Lounge becomes a committee room)
6. New Coat Room will assist long-term plan.
7. Relocating the Copy Room will improve air quality and provide more space for this function.
8. New single user restroom and more accessible lactation room in the Annex.
9. Space provided for IT equipment.
10. Primary Operations and Editors' workspace moved up to Mezzanine.
11. Renovations included in the medium-term contribute to the master plan outlined in the long-term section.

Option A: Cons

1. No in-person public access.
2. Cost associated with IT infrastructure to provide high quality live stream and recordings for public viewing and participation.
3. Legislative Lounge will not be accessible for that use.
4. Smaller Coat Room intended for future legislature use, not public.
5. 2nd & 3rd floor committee renovations reduce existing committee rooms by 4 – these rooms will temporarily be located in the Legislative Lounge, Rooms 10 & 11, and a new committee room within the cafeteria.

Option B: Legislature & Staff Return to State House; In-person Public Access via nearby buildings in the Capitol Campus

- This plan includes "Option A" as well as the components below
- Public access to be provided in larger spaces in 133 State and 109 State and will include in-person meetings as well as public viewing rooms, where the public can watch live broadcasts of committee meetings as/or House and Senate Chambers remotely.
- Meetings with a large number of the public may need to be held at VCFA's Alumni Hall or the Barre Auditorium
- Occupancy limits should be established and enforced. The legislature will need to establish a process to ensure equitable access to in-person legislative events.
- **See Medium-Term Plans – Option B diagram**

Option B: Pros

1. See Option A
2. Allows for personal interactions between legislators, staff, and limited members of the public.
3. Many off site meeting rooms are already in place.

Option B: Cons

1. See Option A, plus
2. Legislators will be required to relocate outside the State House for in-person public interaction.
3. Large events may require transportation to attend.
4. Transportation solution needed for those who will have difficulty physically moving between buildings.

Medium-Term Plan Option A: State House

FIRST FLOOR AND MEZZANINE

A. CONVERT ROOMS 9, 10, 11, & LEGISLATIVE LOUNGE TO COMMITTEE ROOMS (MAKES UP FOR 3 OF 4 LOST COMMITTEE ROOMS DUE TO RENOVATION AND PROVIDES LARGE SENATE AG ROOM)

B. RENOVATE CAPITOL POLICE & COPY ROOM TO A NEW COAT ROOM

C. RELOCATE CAPITOL POLICE TO ROOM 26; RELOCATE SENATE AG TO ROOM 9

D. RELOCATE COPY ROOM TO ANNEX - REMOVE EXISTING FURNITURE, PROVIDE VENTILATION FOR COPY ROOM; INCLUDE IT HELP DESK

E. RELOCATE DRAFTING OPERATIONS TO 133 STATE, PROVIDE SPACE FOR IT EQUIPMENT/ STORAGE

F. RENOVATE INFIRMARY/LACTATION ROOM/ CONFERENCE ROOM TO IMPROVE LAYOUTS & PROVIDE NEW SINGLE USER RESTROOM

G. PROVIDE PAGE LOCKER/BREAK ROOM

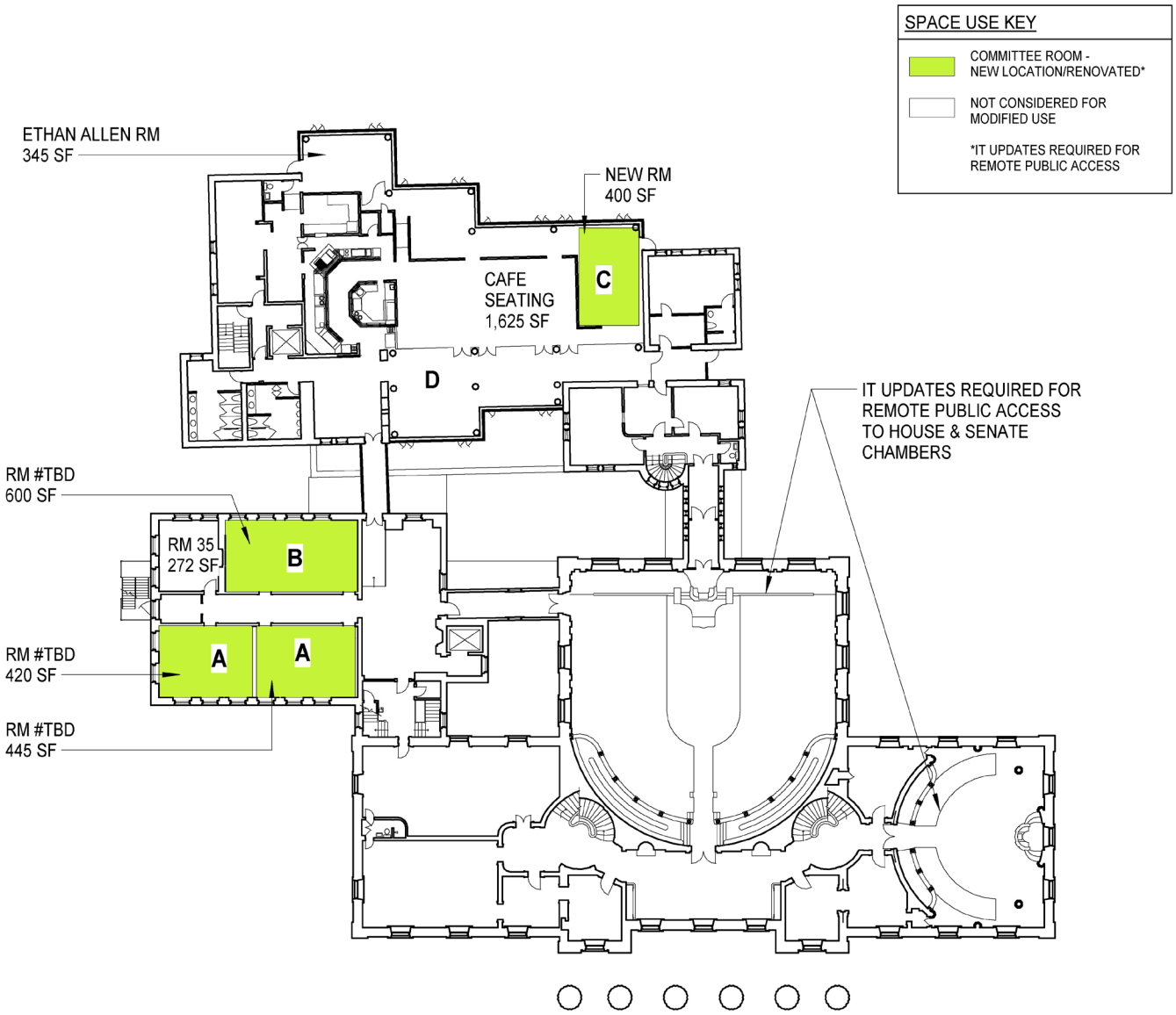
H. RELOCATE OPERATIONS TO MEZZANINE, USE EXISTING FURNITURE

J. LEGISLATIVE COUNSEL HOTELING

K. CHECK-IN TENT LOCATION

Medium-Term Plan Option A: State House

SECOND FLOOR



A. RENOVATE ROOMS 30, 32, & 34 TO CREATE 2 LARGER COMMITTEE ROOMS.

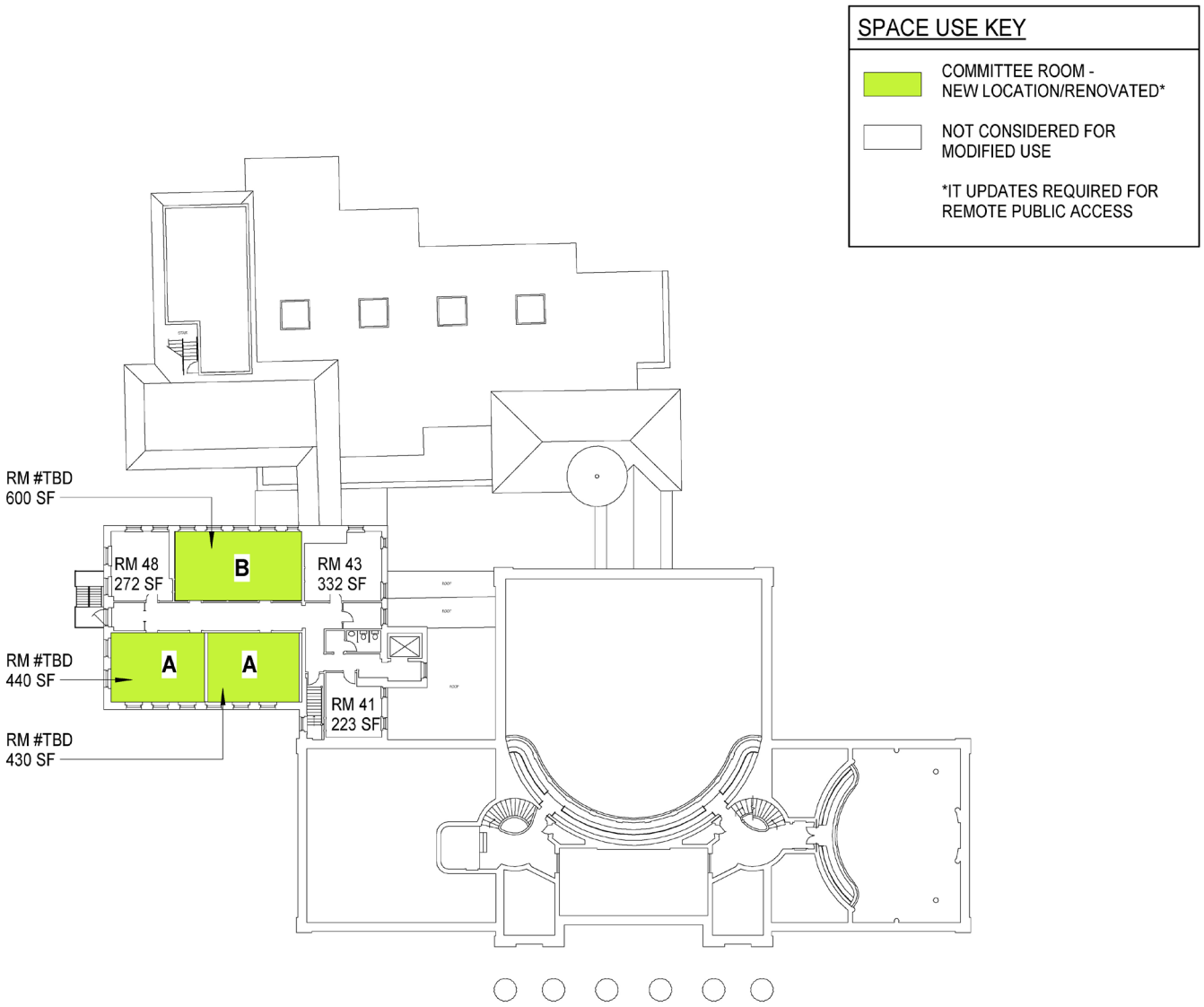
B. RENOVATE ROOM 31 & 32 TO CREATE 1 LARGE COMMITTEE ROOM

C. RENOVATE CAFETERIA FOR NEW COMMITTEE ROOM IN NE CORNER (MAKES UP FOR 1 OF 4 LOST COMMITTEE ROOMS DUE TO RENOVATION)

D. PROVIDE TEMPORARY IT SUPPORT WITH COMPUTER CARTS TO ASSIST LEGISLATORS WITH FILING EXPENSE REPORTS, ETC. (WEEKLY)

Medium-Term Plan Option A: State House

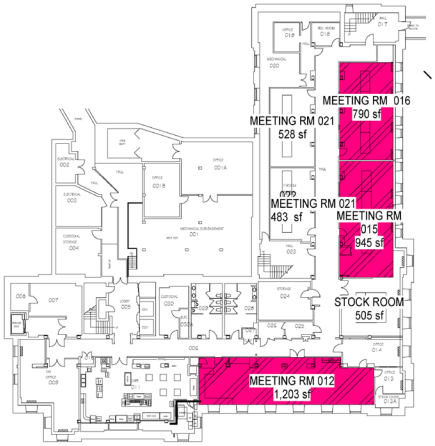
THIRD FLOOR



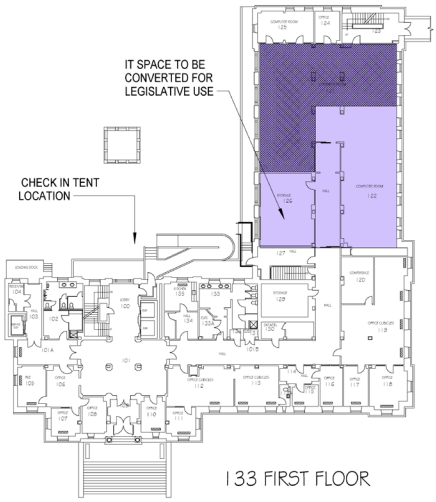
A. RENOVATE ROOMS 42, 44, & 46 TO CREATE 2 LARGER COMMITTEE ROOMS.

B. RENOVATE ROOM 45 & 47 TO CREATE 1 LARGE COMMITTEE ROOM

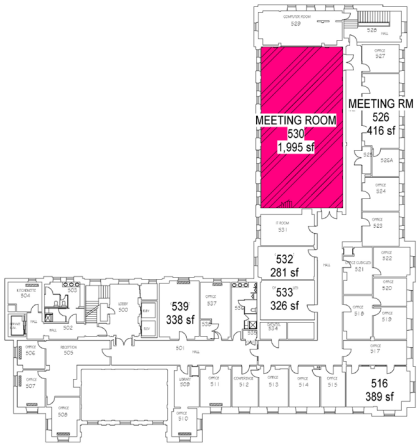
Medium-Term Plan Option B: 133 State Street



133 BASEMENT



133 FIRST FLOOR



133 FIFTH FLOOR

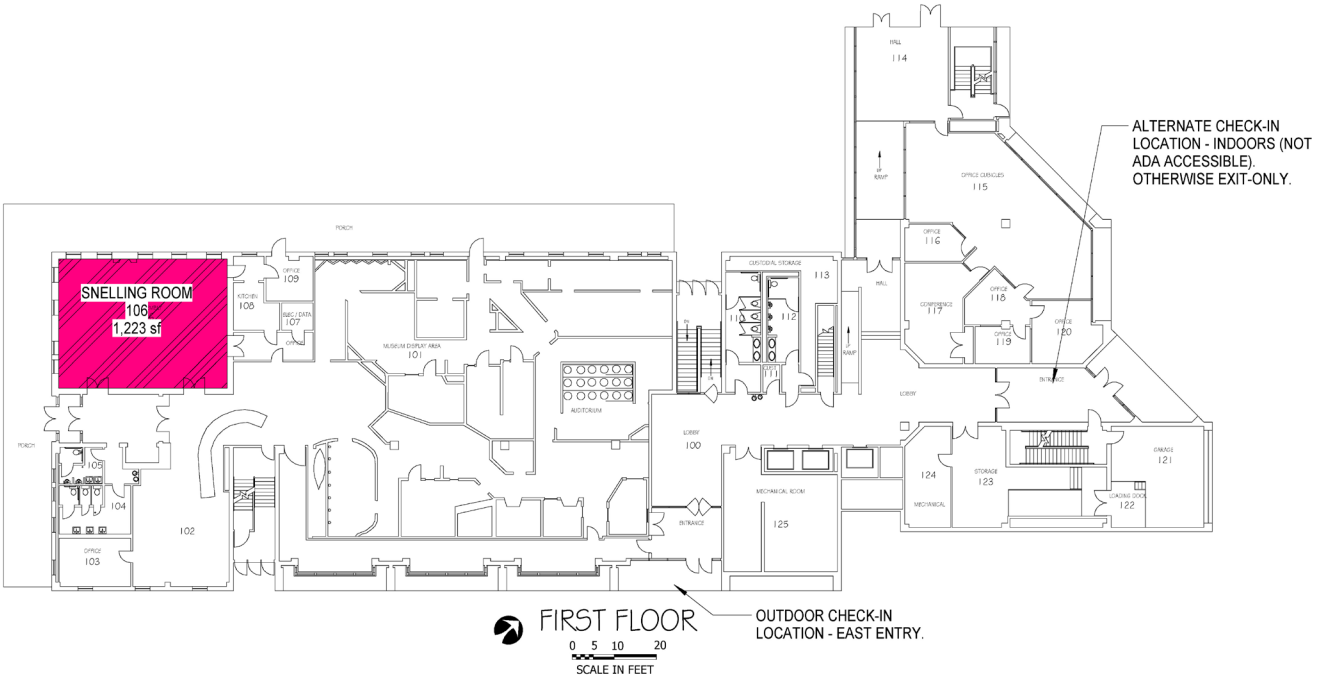
SAMPLE BASEMENT COMMITTEE ROOM
133 STATE STREET

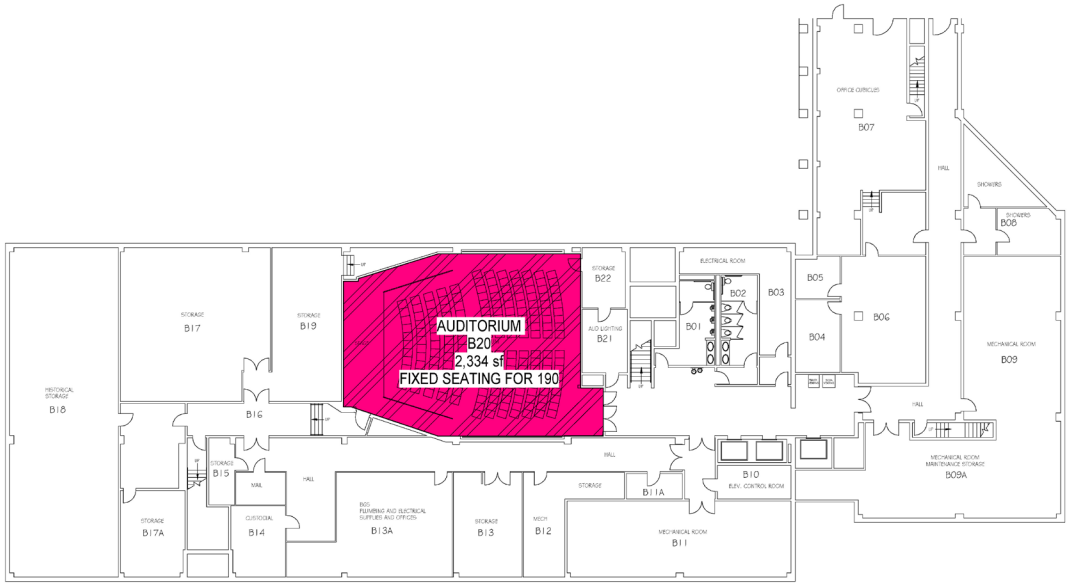
SPACE USE KEY

- LARGE MEETING ROO/HEARING ROOM FOR PUBLIC ACCESS
- IT - LEGISLATIVE USE
- IT - IN USE BY ADS

FIFTH FLOOR COMMITTEE ROOM
133 STATE STREET

Medium-Term Plan Option B: 109 State Street





SPACE USE KEY

LARGE MEETING ROO/HEARING ROOM FOR PUBLIC ACCESS

Medium-Term Renovations Cost Estimate

FFF recommends that the renovations below be completed in time for the 2022 legislative session.

Option A: Occupy State House	Total
1. Copy Room Move & Fitup	$125,000
2. Police Room Move & Fitup	$30,000
3. Renovate for Coat Room	$50,000
4. Renovate for Lactation Room	$75,000
5. Renovate for Infirmary Room	$50,000
6. Mezzanine Moves & Adjustments	$30,000
7. Room 24, 11, 10, 9 Adjustments	$40,000
8. Walls Between Rooms 33/31, 30/32	$125,000
9. Walls Between Rooms 47/45, 44/42	$150,000
10. Technology Estimate -All Committee Rooms	$540,000
Subtotal	$1,215,000
Contingency 25%	$303,750
Subtotal: Construction Cost	$1,518,750
Project Costs 20%	**$303,750**
Option A Total Project Cost	**$1,822,500**

Option B: Occupy State House & 133 State Street	
1. All of the Costs Above for Option A	$1,518,750
2. Plus Additional Technology	$270,000
3. Security Cameras	$150,000
Subtotal	$1,938,750
Contingency 25% for items 2 and 3	$105,000
Subtotal: Construction Cost	$2,043,750
Project Costs 20%	$408,750
Option B Total Project Cost	**$2,452,500**

Medium-Term Options A & B 8-Month Schedule

DESIGN, CONSTRUCTION, & PROCUREMENT SCHEDULE

May 1, 2021 to December 24, 2021 (eight months)

No.	Month	Task Description
1	April	Capitol construction bill identifies scope and funding.
2	May	Scope lists, consultant and vendor identification, selection and coordination with consultants.
3	June	Bid documents for construction, vendor RFPs, selection of a construction manager.
4	July	Bidding, contracts and procurement of equipment.
5	August	Construction and installation of equipment.
6	September	Construction and installation of equipment.
7	October	Construction and installation of equipment.
8	November	Construction and installation of equipment.
9	December	Punch list, submittal completion and close-out.
10	January (2022)	Legislative session starts.

Long-Term Recommendations – Master Plan

(3-10 years to complete)

The recent interviews, previous FFF reports, and previous reports by others all point to a lack of space for optimum legislative function and public interaction, as well as an overstressed historical State House. This was clear before the pandemic and these issues have been exacerbated by increased awareness of indoor air quality, concern over overcrowding, and escalating security concerns. Given the finite nature of the State House, space must be found elsewhere.

FFF's master plan illustrates additions that can be constructed in phases to provide additional space for the current needs as well as those in the future. See the Long-Term/Master Plan Components, Long-Term/Master Plans, Cost Estimate, and schedule.

These components can be achieved one at a time or in groups or all at once. Some components rely on parts of other components to be a complete standalone project.

Component One: Existing Cafeteria Overbuild – Committee Rooms

FFF has been told that the Cafeteria addition was designed and constructed with the ability to add another level above. We have not reviewed any structural information confirming this, but have included this component in the Long-Term/Master Plan. The overbuild area is complex in constructibility due to the different roof level changes, mechanical spaces, and empty pitched roof overbuilds that exist. The additional space is very well suited for an addition, as it is hidden in the back of the Complex, stacks with public space below, and can be fed by existing vertical shafts including the existing stairs and elevator.

Component Two: West Addition – the Public House

To preserve the personal approach to governing, the best location for additional space is an addition rather than separating the legislature by moving some committees or functions off site. The prime location for an addition is to the west of the State House, where it will not interfere with key views towards the historic building. A modern addition in this location will stand on its own and not compete with the historic building it supplements. In order to gain enough space for 26 larger committee rooms, expanded cafeteria and dining facilities, additional meeting rooms, a visitor lobby/reception area and associated facilities, the addition will also include an overbuild on the cafeteria. See Long-Term/Master Plan for a conceptual space plan.
FFF's vision for this addition incorporates a welcoming, fully accessible "public house" to complement "the people's house." The first floor of this addition includes a security check-in station, open lobby, lockers and a coat

room for the public, and a capitol police outpost. This connects to the State House roughly where the existing ADA entrance is located.

The second level will encourage public interaction with elected officials through the expanded cafeteria, large multipurpose space, meeting rooms of various sizes, and committee rooms.

The third level will be devoted to the legislative process and be comprised primarily of committee rooms, formal and informal meeting spaces, and a legislative lounge.

All levels will connect to the historic State House, making it more accessible for a larger portion of the community.

As noted in the medium-term recommendations, those suggested renovations will work with the master plan towards an improved State House for legislators, staff, and the public.

Component Three: West Parking & Loading Dock

To make up for the parking lost for the west addition, FFF recommends restricting the parking lot and driveway to the west of and behind the Pink Lady. This parking will incorporate necessary ADA parking as well as limited parking for legislators and staff.

The restructuring will also provide a devoted drive for trucks accessing the loading dock on the addition. This will alleviate existing issues with delivery truck access to the cafeteria during session.

Component Four: East Addition

A proposed 3 story addition with outdoor terrace to the east will provide office space for the Legislative Counsel, legislators, and staff as needs grow. This addition will also address the need for a secure East Lobby Entry and access to the existing courtyard.

Component Five / 1 Baldwin Street, the "Pink Lady" Addition

A more modest 3 story addition to the Pink Lady will provide modern office space to accommodate additional legislative staff. The addition would be responsive to the Historic nature of the existing building, have a wraparound porch and connect to the Public House.

Component Six / Additional Technology

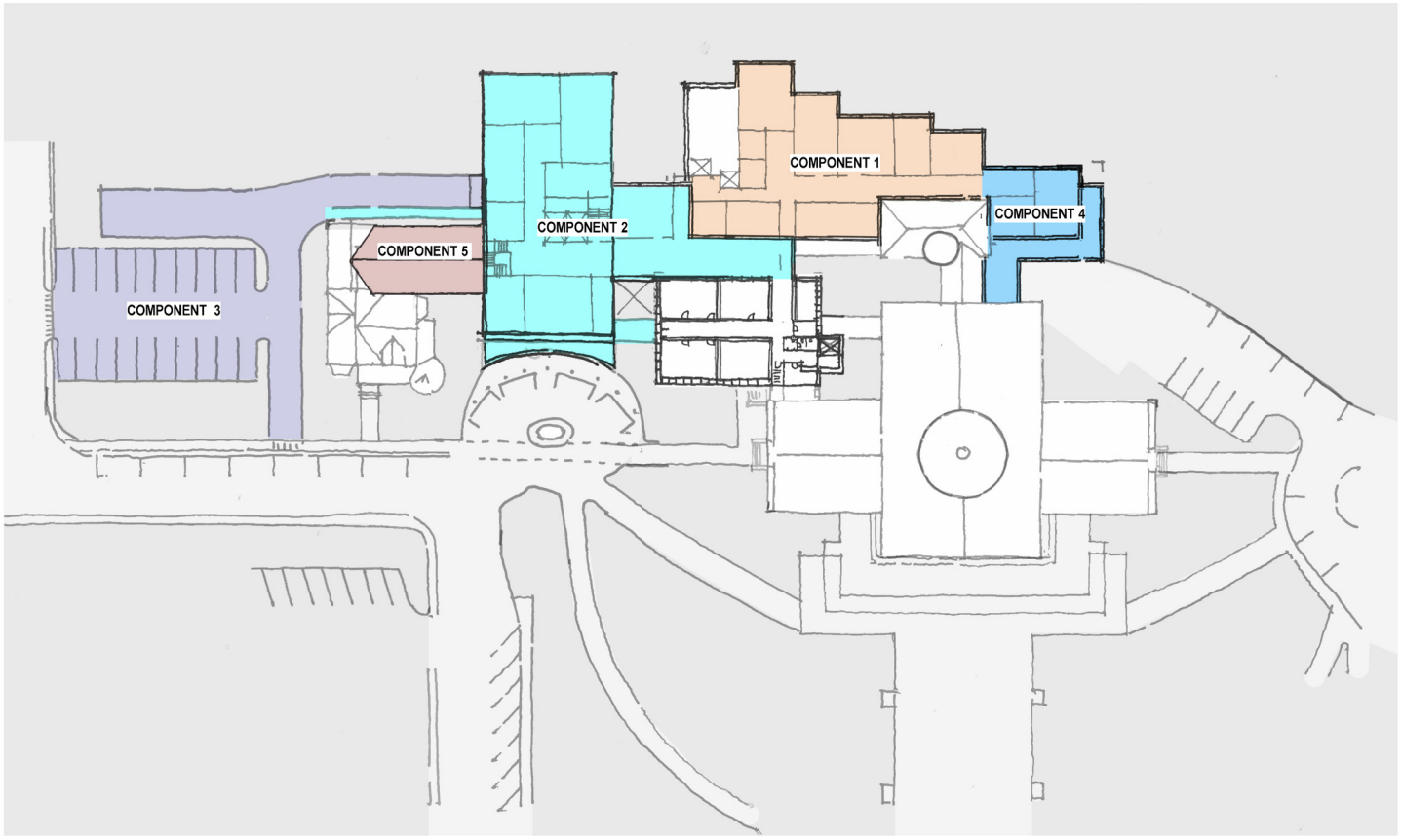
Not illustrated in the Physical Master Plan is the need to accommodate and plan for ever changing technology requirements. The discussion of this component is described in other areas of this report.

Component Seven / Mechanical & Electrical upgrades

The existing State House has aging systems that require replacing, upgrading, additional equipment for dehumidification and modern control systems. This need is described in other areas of this report.

Please reference the Long-Term / Master Plan Cost Estimate and Drawings.

Long-Term Master Plan Components

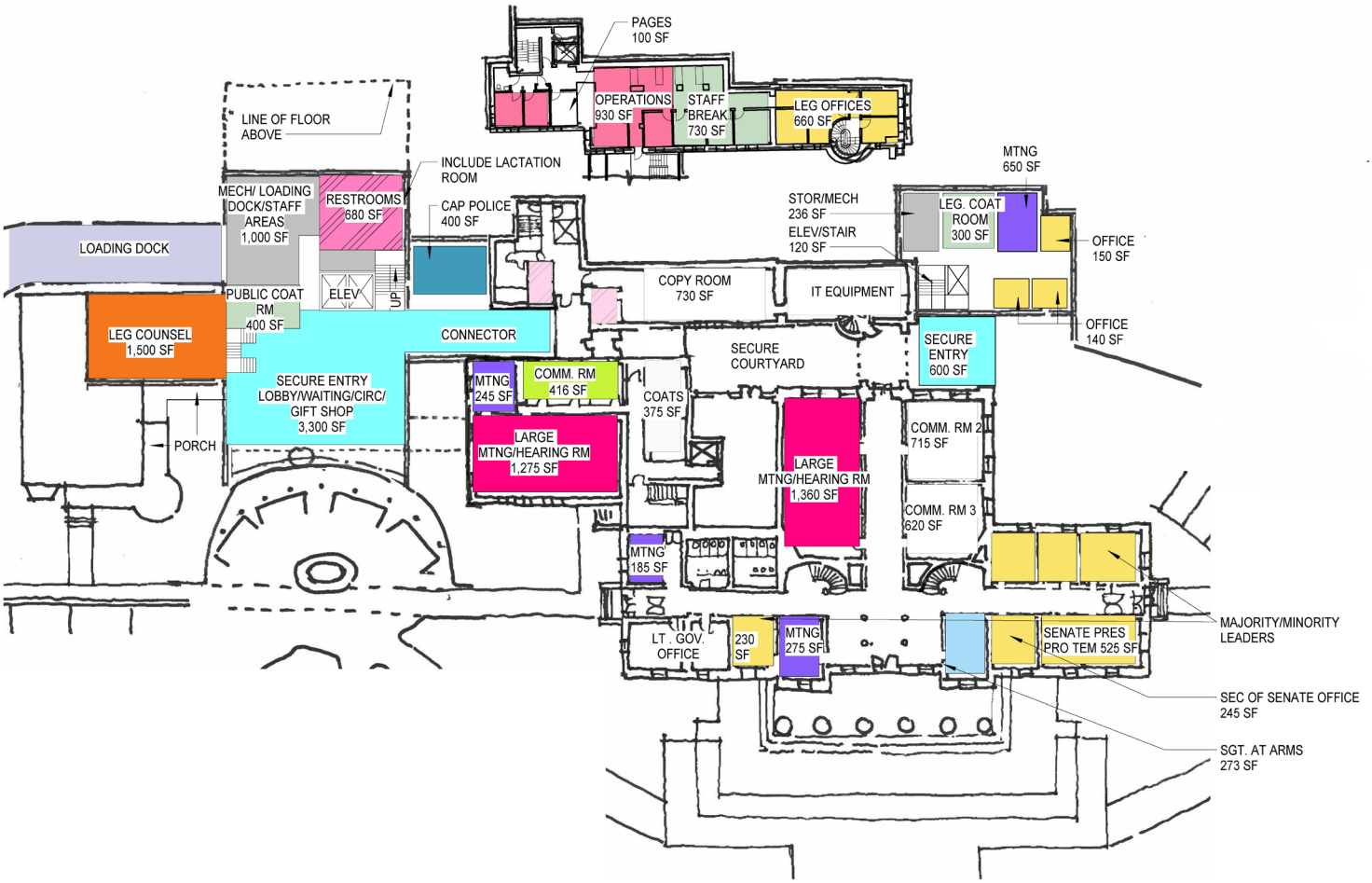


MASTER PLAN KEY

- **COMPONENT 1** - ANNEX & CAFETERIA OVERBUILD
- **COMPONENT 2** - PUBLIC HOUSE
- **COMPONENT 3** - SITE
- **COMPONENT 4** - EAST ADDITION
- **COMPONENT 5** - PINK LADY ADDITION

Not shown: Component 6: Technology and Component 7: MEP Systems

Long-Term Master Plan: State House Level 1



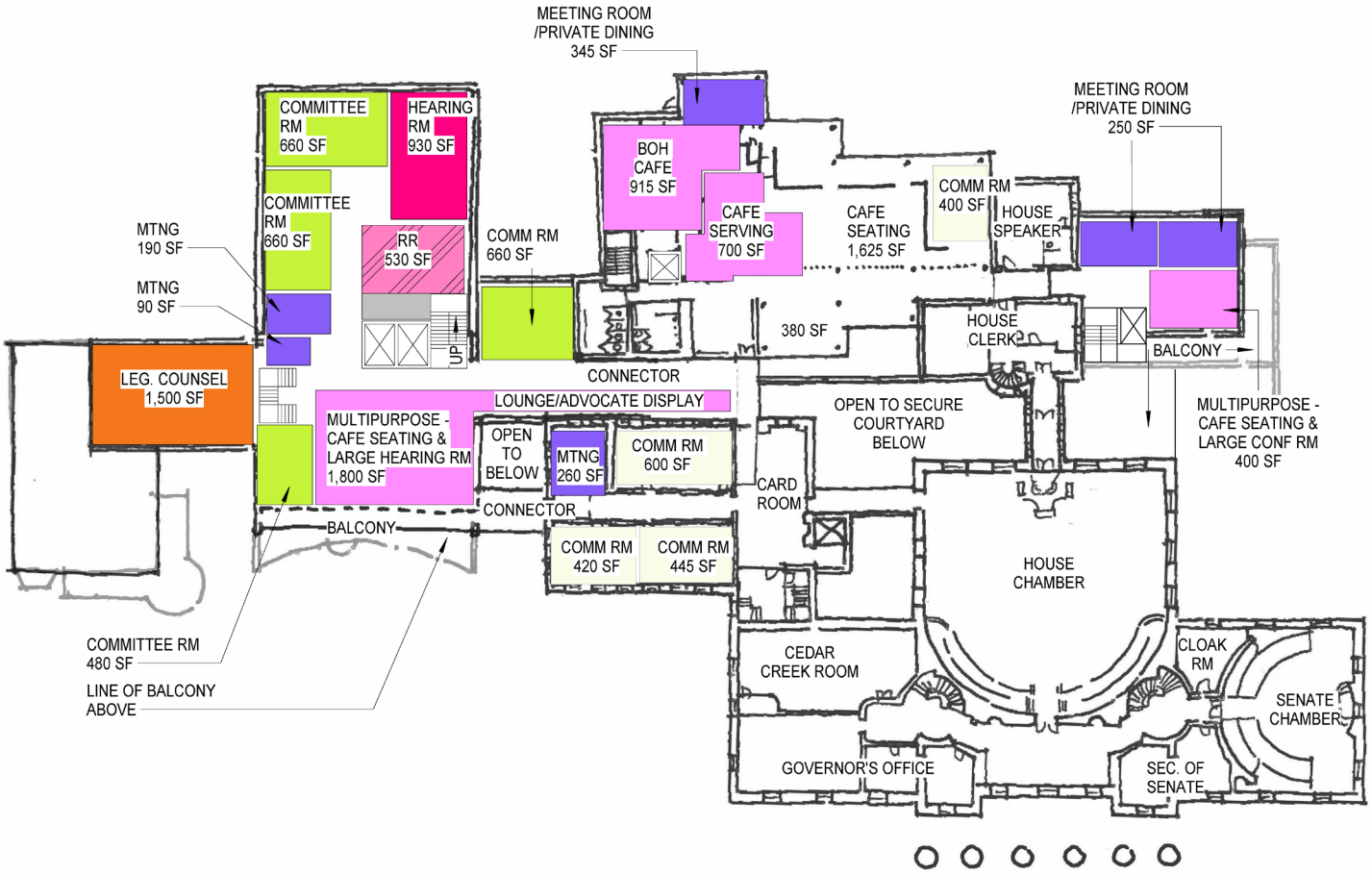
CHANGES IN SPACE USE: FIRST FLOOR & MEZZANINE

	NEW CONST. SF	INFILL EXISTING SF
CAPITOL POLICE	400	-
COAT ROOM	700	375
COMMITTEE ROOM	-	1,751
HEARING ROOM/LARGE MEETING	-	2,635
IT AND COPY ROOM		1,574
LEGISLATIVE COUNSEL	1,500	-
LEGISLATIVE LOUNGE	-	-
MEETING ROOMS	650	705
LEGISLATOR & STAFF OFFICE	1,090	1,786
LIEUTENANT GOVERNOR'S OFFICE	-	500
OPERATIONS	-	930
PAGES	-	100
SECURE ENTRY/LOBBY	3,900	-
SGT. AT ARMS	-	273
STAFF BREAK	-	730
EQUIPMENT/ANCILLARY/STORAGE	1,371	1,514
RESTROOMS	680	740

LONG-TERM/MASTER PLAN
SPACE USE KEY

- CAPITOL POLICE
- CAFETERIA/PUBLIC SEATING
- COAT ROOM
- COMMITTEE ROOM
- HEARING ROOM/LARGE MTNG
- IT/COPY ROOM
- LEGISLATIVE COUNSEL
- LEGISLATIVE LOUNGE
- MEETING ROOMS
- OFFICE - LEGISLATOR
- OPERATIONS
- SECURE ENTRY/LOBBY
- SGT AT ARMS - NO CHANGE
- EQUIPMENT/ANCILLARY/STOR
- NOT CONSIDERED FOR MODIFIED USE/CIRCULATION

Long-Term Master Plan: State House Level 2



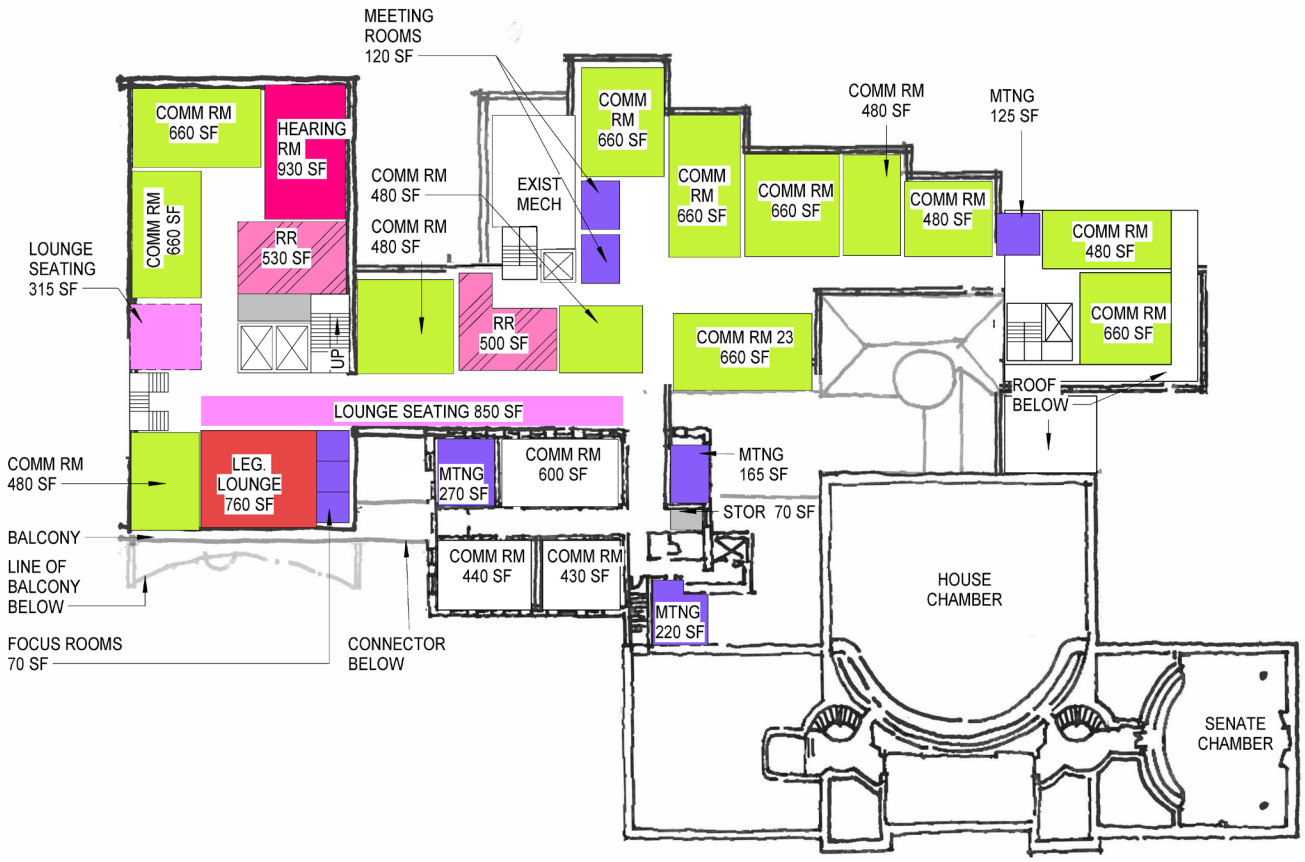
CHANGES IN SPACE USE: SECOND FLOOR

	NEW CONST. SF	INFILL EXISTING SF
CAPITOL POLICE	-	-
CAFETERIA/PUBLIC SEATING	2,200	3,620
CARD ROOM	-	617
CEDAR CREEK ROOM	-	988
COMMITTEE ROOM	2,460	1,865
GOVERNOR'S OFFICE	-	1,147
HEARING ROOM/LARGE MEETING	930	-
HOUSE CHAMBER	-	4,178
LEGISLATIVE COUNSEL	1,500	-
LEGISLATIVE LOUNGE	-	-
MEETING ROOMS	780	605
LEGISLATOR & STAFF OFFICE	-	1,640
SENATE CHAMBER	-	1,499
EQUIPMENT/ANCILLARY/STORAGE	135	-
RESTROOMS	530	452

LONG-TERM/MASTER PLAN SPACE USE KEY

- CAPITOL POLICE
- CAFETERIA/PUBLIC SEATING
- COAT ROOM
- COMMITTEE ROOM
- HEARING ROOM/LARGE MTNG
- IT/COPY ROOM
- LEGISLATIVE COUNSEL
- LEGISLATIVE LOUNGE
- MEETING ROOMS
- OFFICE - LEGISLATOR
- OPERATIONS
- SECURE ENTRY/LOBBY
- SGT AT ARMS - NO CHANGE
- EQUIPMENT/ANCILLARY/STOR
- NOT CONSIDERED FOR MODIFIED USE/CIRCULATION

Long-Term Master Plan: State House Level 3



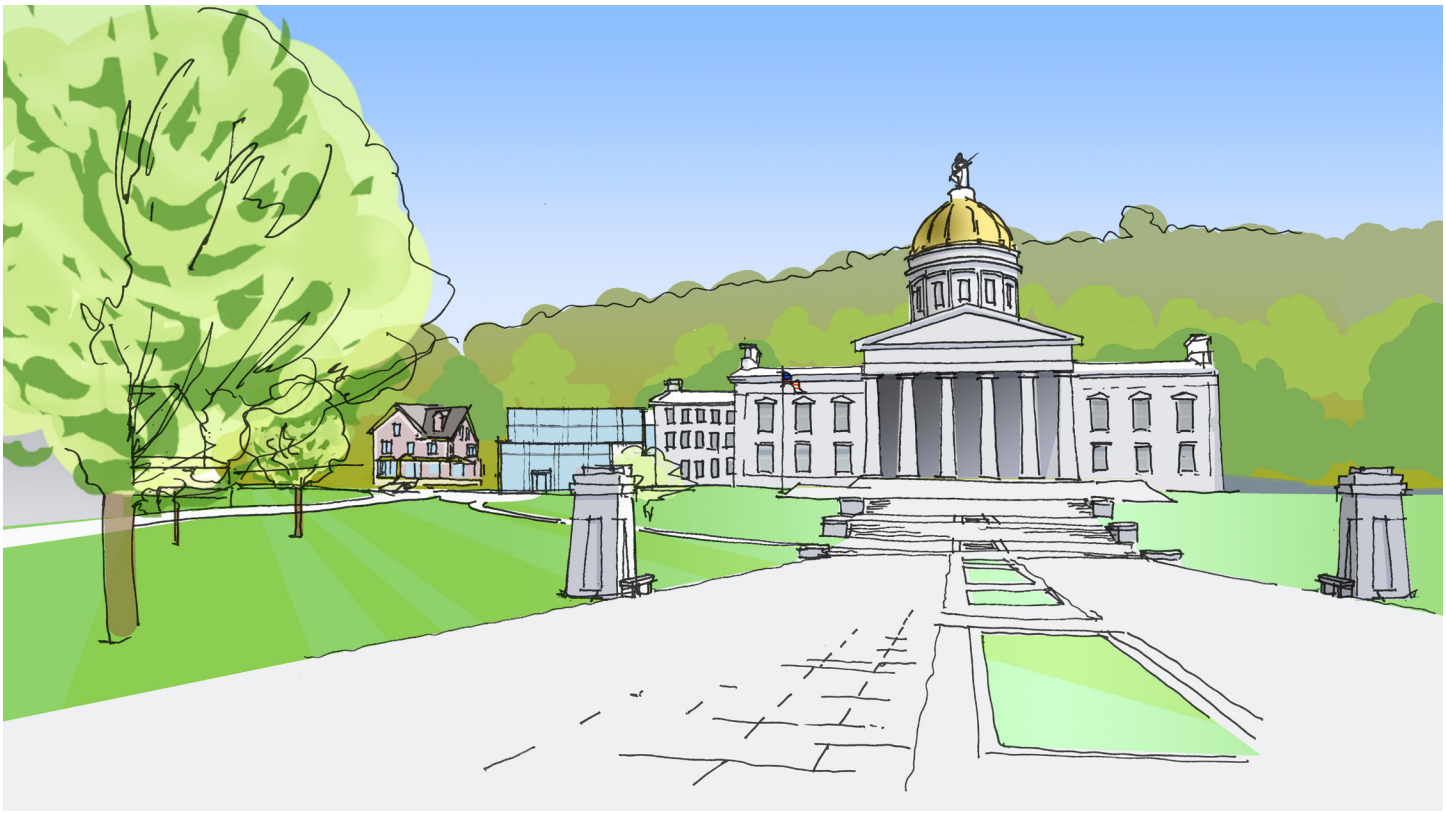
CHANGES IN SPACE USE: THIRD FLOOR

	NEW CONST. SF	INFILL EXISTING SF
CAFETERIA/PUBLIC SEATING	1,165	-
COMMITTEE ROOM	6,060	1,470
HEARING ROOM/LARGE MEETING	930	-
HOUSE CHAMBER (BALCONY)	-	590
LEGISLATIVE COUNSEL	-	-
LEGISLATIVE LOUNGE	760	-
MEETING ROOMS	890	655
SENATE CHAMBER (BALCONY)	-	185
EQUIPMENT/ANCILLARY/STORAGE	135	900
RESTROOMS	1,030	50

LONG-TERM/MASTER PLAN SPACE USE KEY

- CAPITOL POLICE
- CAFETERIA/PUBLIC SEATING
- COAT ROOM
- COMMITTEE ROOM
- HEARING ROOM/LARGE MTNG
- IT/COPY ROOM
- LEGISLATIVE COUNSEL
- LEGISLATIVE LOUNGE
- MEETING ROOMS
- OFFICE - LEGISLATOR
- OPERATIONS
- SECURE ENTRY/LOBBY
- SGT AT ARMS - NO CHANGE
- EQUIPMENT/ANCILLARY/STOR
- NOT CONSIDERED FOR MODIFIED USE/CIRCULATION

Long-Term Master Plan Proposed New Build



A modern addition to the historic State House would provide much-needed additional space for State House legislators, staff, and visitors.

State House view as it exists today

Long-Term Master Plan Cost Estimate

The following 3- to 10-year master plan conceptual cost estimate is divided into components. Each of these components can be achieved separately or combined. In some cases, one component may require partial work of another component. All costs are a level of magnitude and require further analysis, scope definition, and adjustment for engineering and constructibility details.

Component 1: Cafeteria Overbuild	Total
1a. New Construction 6,000 SF x $600/SF	$3,600,000
1b. Renovations/Backfill 2,000 SF x $300/SF	$600,000
1c. Sitework/Utilities/Demolition	$750,000
Subtotal	$4,950,000
Contingency 25%	$1,237,500
Subtotal: Construction Cost	$6,187,500
Project Costs 20%	$1,237,500
Total Project Cost*	**$7,425,000**

**Structural Analysis will be required to confirm existing capacities*
Relocation of mechanical is under Component 7: MEP Allowance

Component 2: Public House	
2a. New construction 24,000 SF x $400/SF	$9,600,000
2b. Renovations/ Backfill 4,000 SF x $250/SF	$1,000,000
2c. Sitework/Utilities	$450,000
Subtotal	$11,050,000
Contingency 25%	$2,762,500
Subtotal: Construction Cost	13,812,500
Project Costs 20%	$2,762,500
Total Project Cost*	**$16,575,000**

**Should be combined with Component 3*

Component 3: Parking & Loading Dock	
3a. Loading dock & Roadway	$750,000
3b. Parking/Drainage/Utilities	$750,000
3c. Walkways and Landscaping	$350,000
Subtotal	$1,850,000
Contingency 25%	$462,500
Subtotal: Construction Cost	$2,312,500
Project Costs 20%	$462,500
Total Project Cost	**$2,775,000**

Component 4: East Addition	Total
4a. New Construction 7,400 SF x $400/SF	$2,960,000
4b. Renovations & Backfill 2,000 SF x $250/SF	$500,000
4c. Sitework	$250,000
Subtotal	$3,710,000
Contingency 25%	$927,500
Subtotal: Construction Cost	$4,637,500
Project Costs 20%	$927,500
Total Project Cost	**$5,565,000**

Component 5: Baldwin Connection	
5a. New Construction 3,000 SF x $300/SF	$900,000
5b. Renovations/ Backfill 1,000 SF x $200/SF	$200,000
5c. Sitework	$150,000
Subtotal	$1,250,000
Contingency 25%	$312,500
Subtotal: Construction Cost	$1,562,500
Project Costs 20%	$312,500
Total Project Cost	**$1,875,000**

Component 6: Technology Allowance	
Future Technology Insertion & Upgrades	**$2,100,000**

Component 7: MEP Allowance	
Existing State House: Mechanical, Electrical, Plumbing Upgrades, Selective Replacement & Relocation	**$5,000,000**

Component 8: Hazardous Materials Abatement Allowance	
$160,000 per components 1,2,3,4,5,7	**$1,000,000**

TOTAL OF COMPONENTS 1-8	**$42,315,000**

Long-Term Master Plan Schedule

DESIGN, CONSTRUCTION, & PROCUREMENT SCHEDULE

Note: This general schedule is to show the duration involved with getting the master plan into construction and general phases to completion

Design, Permitting, & Legislative Approvals – Duration 24 Months

2021	May - Aug (3 Months)	▪ Identify M.P. Scope ▪ Select consultants, including architectural & engineering team
	Aug - Jan (6 Months)	▪ Schematic Design & Design Development Documents for permitting process ▪ Documents to submit for Legislative approvals and Capitol bill
2022	Jan - June (6 Months)	▪ Legislative approvals & Capitol bill allocations ▪ Permit process, SHPO review
	June - Jan (6 Months)	▪ Complete construction documents ▪ Vendor documents for equipment procurement
2023	Jan – March (3 Months)	▪ Construction bidding, contracts, and vendor RFPs ▪ Secure funds for construction
	March – June (3 Months)	▪ Prepare the existing state house for construction ▪ Contractor mobilization

Construction Phasing: Scope & Number of Phases To Be Determined

If 3 phases, then:

Phase 1	June 2023 to December 2024 (18 Months)
Phase 2	May 2025 to December 2026 (18 Months)
Phase 3	May 2027 to May 2028 (12 Months)

Appendices

1. Study Directive
2. Interview Questions
3. Programmatic Space Use
4. Code Review
5. Concept for Ideal Committee Rooms
6. 2001 FFF Court Street Parking Study

Appendix 1: Study Directive

Section 2. Scope of Work from the State Contract

This section (hereafter referred to as the "Scope of Work") specifies the work to be completed by the Contractor. The subject matter of this Contract is personal services generally on the subject of an assessment of medium and long-term space needs for theLegislative Branch.

2.1. Work to be Conducted. The Contractor shall, in full satisfaction of the specific requirements of this Scope of Work, provide the services set forth in this section. Theseservices shall be provided in accordance with the terms and conditions of the Contract.

2.1.1. Contractor shall conduct an assessment of medium and long-term space needs for the Vermont General Assembly given the changing needs related to the pandemic.The assessment shall focus on the use of space needs for the following users of the State House.

2.1.1.1 Members of the General Assembly, including committee rooms andmeeting spaces;

2.1.1.2 Legislative staff offices ; and

2.1.1.3 Members of the public seeking access to the State House and access to the legislative process, including lobbyists, advocates, witnesses, and educational and tour groups.

2.1.2 The assessment described in Sec. 2.1.1 shall include:

2.1.2.1 an evaluation of needs and options for additional space for the General Assembly. As used in this section, "additional space" includes:

2.1.1.1.1. use of existing State-owned office space within the Capitol Complexor any other State-owned building; or

2.1.1.1.2 potential additions to add space to State-owned buildings, includingthe State House.

2.1.1.2. an evaluation of space and technology needs for conducting legislativebusiness in-person and in a hybrid model (in-person and virtual); and

2.1.1.3 options and recommendations for the legislature to consider, including alist of pros and cons for each option, construction timelines and estimatedcosts for each option, and any legislative action necessary to implement the results of the assessment.

2.1.3. As part of the evaluation, Contractor shall also consider the following:

2.1.3.1. The impact of the COVID-19 pandemic on the business operations of the General Assembly, including health and safety and security needs of legislators and staff and remote work environments.

2.1.3.2. The Freeman French Freeman, Space House Space Assessment, dated January 15, 2020, and the Freeman French Freeman Legislative Space &Health & Safety Assessment, dated August 19, 2020.

2.1.4 To assist in the evaluation, Contractor shall interview both legislators and staff,as arranged by the Sergeant at Arms.

2.1.5 Contractor shall submit a draft assessment by April 1, 2021 and a finalassessment by April 15, 2021, to the Sergeant at Arms.

2.1.6 Contractor shall be available until the end of the Contract Term to testify up totwo (2) times in legislative committees on the final assessment.

Appendix 2: Interview Questions

FFF conducted 23 interviews with 32 people representing a wide range of viewpoints of State House occupants during the week of March 22, 2021. This is what we asked them:

In general, as we develop this assessment for the future space needs of the legislature, what do you see as the major concerns that we should address?

Do you feel the need for all legislators/committees to be on site at once? Why? Do they all need to be in the same building?

Do you feel that staff can be remote (i.e., work from home/another building)? If not, do staff offices need to be in the same building as the legislature?

How do you envision public access to the State House in the future? Does this differ for different functions? (i.e., committee meetings, cafeteria, constituent events, ceremonial events, rallies)

Is there a need for devoted office space for legislators? In the State House or another building?

Appendix 3: Programmatic Space Use

The following chart represents approximate space use square footage and is based off prior reports and information FFF has collected. Existing areas require field verification and the Long-Term/Master Plan is approximate. This is intended to be used for comparitive purposes.

ROOM TYPE	SF EXISTING	SF MEDIUM TERM	SF LONG TERM/ MASTER PLAN
CAFETERIA - BOH	781	781	915
CAFETERIA - SERVING	665	665	700
CAFETERIA - SEATING	3,065	2,665	4,205
CAPITOL POLICE	147	146	400
COAT ROOM/MAIL ROOM/GIFT SHOP - ROOM 9	622	375	1,075
COMMITTEE ROOMS (26)	7,096	11,364	15,046
GOVERNOR'S OFFICE & STAFF	1,147	1,147	1,147
HEARING ROOM/LARGE MEETING - RMS 10 & 11	2,075	- **	4,495
HOUSE CHAMBER (INCLUDING BALCONY)	4,178	4,178	4,178
HOUSE CLERK & ASSISTANTS	495	495	495
IT & COPY ROOM	392	730	730
IT (STORAGE/SERVER)*	-	590 **	590 **
LEGISLATIVE COUNSEL	2,984	1,441 **	3,000
LEGISLATIVE LOUNGE	1,275	-	760
LEGISLATOR OFFICES	-	-	2,106
LIEUTENANT GOVERNOR & STAFF	500	500	500
MEETING ROOMS (1)	117	-	3,970
OPERATIONS	914	930	930
PAGES	-	100	100
SECRETARY OF THE SENATE	470	470	715
SENATE CHAMBER (INCLUDING BALCONY)	1,684	1,684	1,684
SENATE PRES PRO TEM	185	185	525
SERGEANT AT ARMS	280	273	273
RESTROOMS/LACTATION/INFIRMARY*	1,182	1,199	3,482
CIRCULATION/OTHER (WALLS, ETC.)	13,855	13,855	30,847
MISC. BOH (MECH, JANITOR, STOR, ETC.)*	2,414	2,414	4,055
TOTAL SF (LEVELS 1,MEZZANINE, 2, &3)	**46,523**	**46,523**	**86,923** ***

* STATE HOUSE BASEMENT AREAS ARE NOT INCLUDED	
IT - SERVER & STORAGE - BASEMENT	815
MEN'S RR (NOT ACCESSIBLE)	540
OLD BOMB SHELTER	475
MEP (BASMENT)	1,450
CIRCULATION/OTHER (WALLS, ETC.)	479
TOTAL BASEMENT AREA	**3,759**

** SPACE OUTSIDE THE STATE HOUSE IS NOT INCLUDED

*** LONG-TERM / MASTER PLAN SF INCLUDES EXISTING & NEW CONSTRUCTION AS WELL AS ALL ADDITION & OVERBUILD COMPONENTS.

Appendix 4: Code Review

The following codes should be addressed in a formal code report performed by a code specialist.

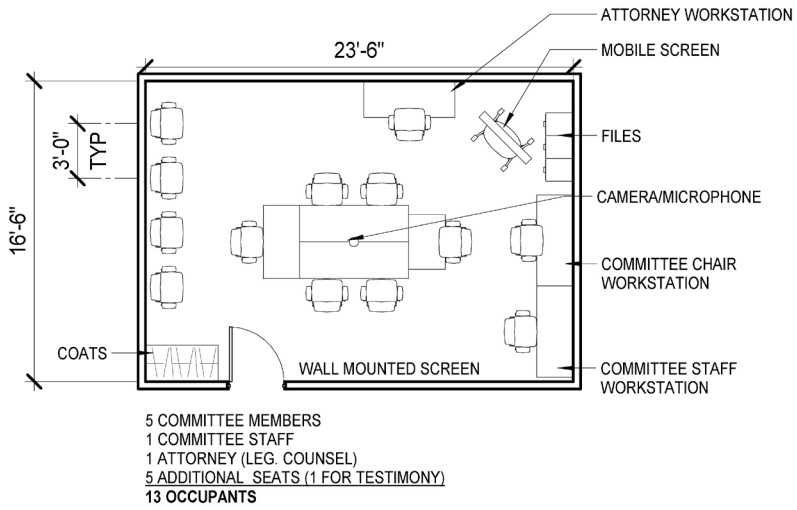
Building	Vermont Fire and Building Safety Code, 2015 Edition 2015 International Building Code (IBC) – all chapters except 8, 10, 11, 13, 27, 28, 29 & 33
Fire Prevention & Life Safety	Vermont Fire and Building Safety Code, 2015 Edition (2015 NFPA 1 & 2015 NFPA 101)
Accessibility	Vermont Access Rules, 2012 Edition (2010 ADA Standards)
Electrical	Vermont Electrical Fire Safety Rules, 2017 Edition (2017 National Electrical Code (NFPA 70))
Elevators	Vermont Elevator Safety Rules, 2014 Edition (ASME A17.1-2013)
Mechanical	Vermont Building and Fire Safety Code, 2015 Edition (NFPA 90A)
Plumbing	Vermont Plumbing Rules, 2018 Edition (2018 International Plumbing Code)
Energy Conservation	Vermont Commercial Building Energy Standards, 2020 Edition (2018 International Energy Code or ASHRAE 90.1, 2016 Edition)
Historic Preservation	Vermont Historic Preservation Act Rules (current ed)

Where multiple adopted codes cover the same topics (e.g., IBC and NFPA 101), Vermont clarifies which code takes precedence in the *Vermont Fire and Building Safety Code*.

Appendix 5: Concept for “Ideal” Committee Rooms

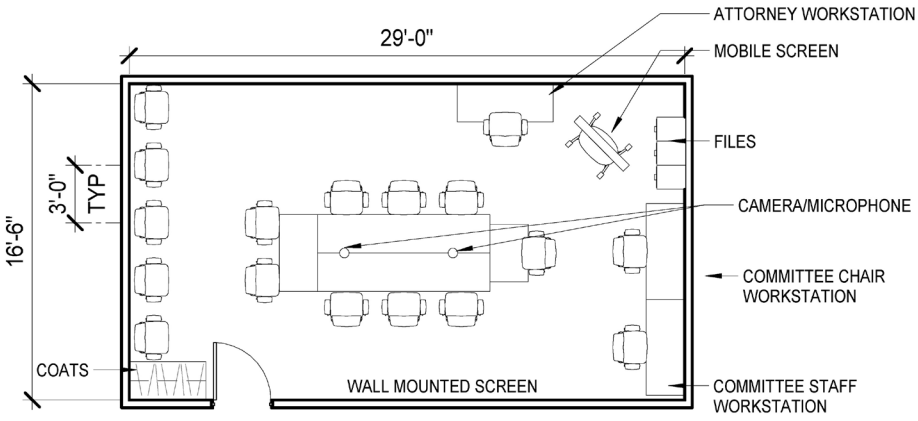
Note: technology, health screening, & HVAC are not shown

Typical 5-person committee room, ± 390 SF



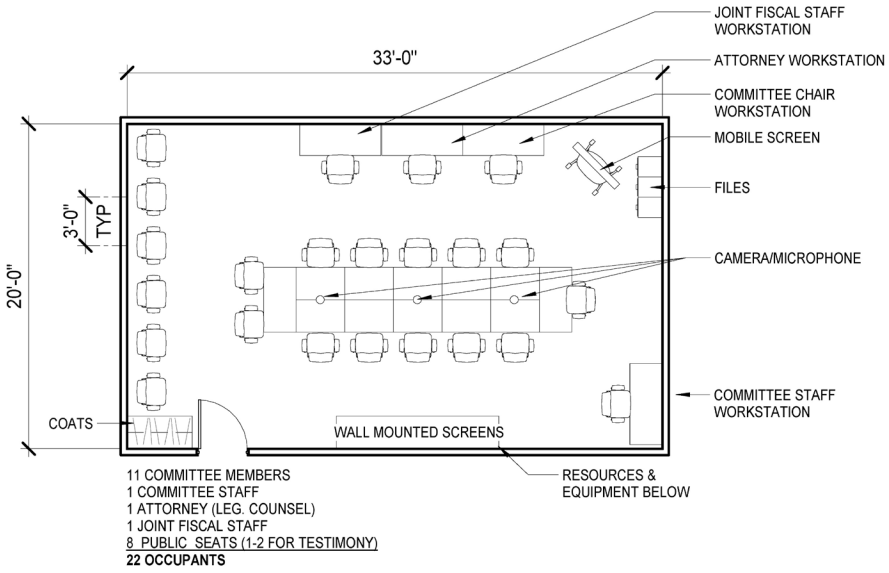
5 COMMITTEE MEMBERS
1 COMMITTEE STAFF
1 ATTORNEY (LEG. COUNSEL)
5 ADDITIONAL SEATS (1 FOR TESTIMONY)
13 OCCUPANTS

Typical 7-person committee room, ± 480 SF

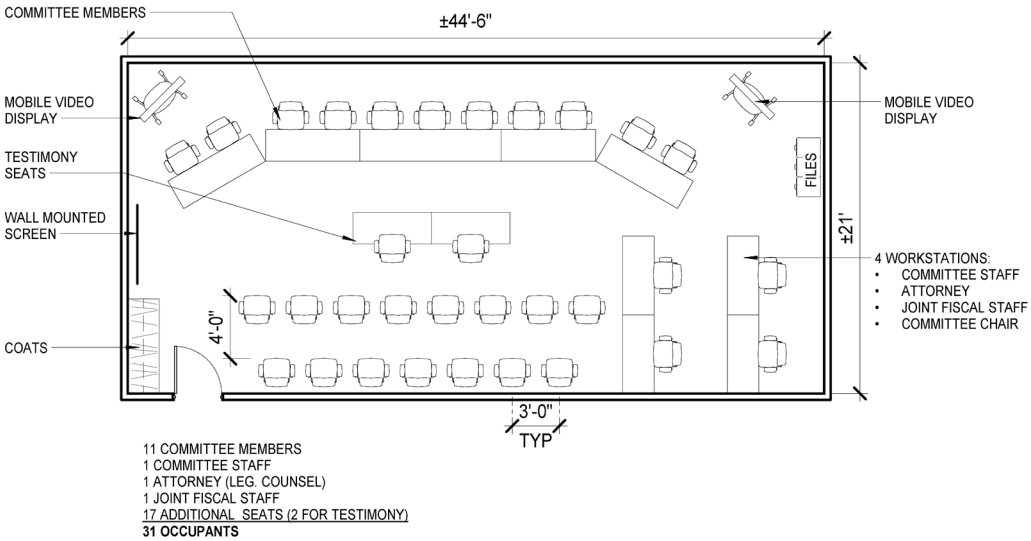


7 COMMITTEE MEMBERS
1 COMMITTEE STAFF
1 ATTORNEY (LEG. COUNSEL)
6 ADDITIONAL SEATS (1-2 FOR TESTIMONY)
16 OCCUPANTS

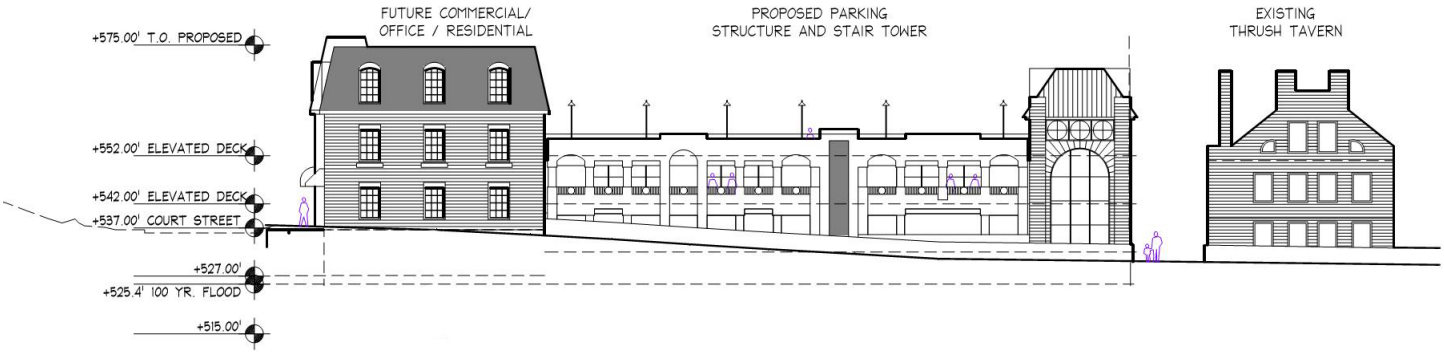
Typical large committee room, ± 660 SF



Typical large committee and hearing room, ± 930 SF



Appendix 6: 2001 Court Street Parking Study



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