



*City of Bristol
Animal Control Building Committee*

[https://bristolct-
gov.zoom.us/j/89628601071?pwd=tMgnOjgbcYucgbyn8IVTLQZ6dbcbNS.](https://bristolct.gov.zoom.us/j/89628601071?pwd=tMgnOjgbcYucgbyn8IVTLQZ6dbcbNS.)

1

Meeting ID: 896 2860 1071

Passcode: 123456

The regular meeting of the Animal Control Building Committee will be held on Thursday, June 20, 2024, at 5:00 PM. in Council Chambers 131 North Main St, Bristol, CT 06010.

AGENDA

1. Call to Order
2. Public Participation
3. Approval of Minutes
 - a. Regular Meeting - May 16th, 2024
4. Fundraising
5. Update from Architect
 - a. Email from Architect
 - b. Project Program
 - c. Impact of changes of overall building square footage
 - d. Building Placement Considerations
6. New Business
7. Old Business
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Lindsey Rivers



City of Bristol

ANIMAL CONTROL BUILDING COMMITTEE

Thursday, May 16th 2024

111 North Main Street

Bristol, CT 06010

PRESENT:

Lindsey Rivers, Public Works Analyst
Cheryl Thibeault, City Council Member
Raymond Zagurski, Animal Control Officer
Frank Stawski, Commissioner
Luis Lorenzo, Maintenance Technician
Patricia Ulin, Commissioner
Jon Mace, Commissioner

ABSENT:

David Oakes, Facilities Manager
Christopher Hayden, Commissioner

STAFF PRESENT:

Roger Rousseau, Purchasing Agent

1. CALL TO ORDER

Chairperson Lindsey Rivers called the meeting to order at 5:00 pm.

2. PUBLIC PARTICIPATION

Cynthia Potocki expressed the concern of there not being enough publicity regarding the Animal Control Facility. Cynthia suggested more community outreach, hosting dinner's or raffles.

Jessica Corsaletti suggested adding a donation option right on our website to make it easily accessible for the public to donate. Also, link our Amazon wish list to the website for the public to purchase items for the Animal Control Facility.

3. APPROVAL OF MINUTES

a. Regular Meeting – April 18th, 2024

Commissioner Cheryl Thibeault made a motion to approve April 18th 2024 meeting minutes, seconded by Animal Control Officer Raymond Zagurski.

Vote: Unanimously Passed

4. FUNDRAISING

Chairperson Lindsey Rivers gave an update on our first fundraiser. The CustomInk website did fit our needs for this fundraiser. However, Chairperson Lindsey Rivers has been in contact with the local business Kris Squires Print & Promotional Products LLC. They will be creating a website to sell t-shirts, hoodies and fleece jackets. We will also have the opportunity to set the price of these items. The website should be up within the next few weeks.

Chairperson Lindsey Rivers has set up a Jean Day for Bristol Municipal workers on May 29th. All proceeds will go into the donation account for the Animal Control Building.

Commissioner Cheryl Thibeault brought up the idea of hosting an indoor mini golf event as a fundraiser. She is working on getting more information from the mini golf company.

5. UPDATE FROM ARCHITECT

Chairperson Lindsey Rivers, Animal Control Officer Raymond Zagurski Facilities Manager David Oakes and Maintenance Technician Luis Lorenzo met with Rauhaus Freedenfeld & Associates. During the meeting they discussed the whole plan for the building. Majority of the planning has been completed. The next step is RF&A will be surveying the whole land parcel to determine the placement of the Animal Control Building.

6. NEW BUISNESS

NONE

7. OLD BUISNESS

NONE

8. ADJOURNMENT

Frank Stawski made a motion to adjourn, seconded by Cheryl Thibeault.

Vote: Unanimously Passed

The Animal Control Building Committee meeting on May 16th 2024, was hereby adjourned at 5:30 pm

Jacqueline England

Recording Secretary

Jacqueline England

From: Lindsey Rivers
Sent: Tuesday, June 11, 2024 10:33 AM
To: Jacqueline England
Subject: FW: Bristol Animal Control - RFA#2411 - Project Program
Attachments: 0649_001.pdf

From: Warren Freedenfeld <warren@rfarchitects.com>
Sent: Monday, May 20, 2024 2:52 PM
To: Roger Rousseau <RogerRousseau@bristolct.gov>
Cc: David Oakes <DavidOakes@bristolct.gov>; Lindsey Rivers <LindseyRivers@bristolct.gov>; Luis Lorenzo <LuisLorenzo@bristolct.gov>; Raymond Zagurski <RayZagurski@bristolct.gov>
Subject: Bristol Animal Control - RFA#2411 - Project Program

Hi Roger, David, Lindsey, Luis & Ray,

Attached please find the first DRAFT of our Project Program for your review.
Please note that the total programmed area is significantly more than what was originally contemplated.
As you review this Program, please be extra meticulous and go through every single line item extremely carefully to make absolutely certain that everything is exactly and precisely as you would like it to be.
If you wish to make any changes, no matter how minor, please mark them up, scan the pages and email them back to me.
In the same manor, whatever you select to delete or reduce in size, please mark up the Program accordingly, scan it, and email it back to me.
If you have any questions or would like to discuss any aspect of the Program, you are always welcome to call me at any time.
We will continue to revise the Project Program until you each feel that the Program is as perfect as possible.

My best,
Warren

Warren Chase Freedenfeld, AIA, NCARB
Principal



rauhaus freedenfeld & associates
97 Broadway
Boston, MA 02116
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O: 617.338.0050 X101
W: www.rfarchitects.com

**PROJECT PROGRAM**

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Project: Bristol Animal Control (RFA Project #2411)

Date: 20 May 2024

Function**First Floor**

1. Walkway to Front Entry	N.I.S.F.A.
2. • Engraved Brick Pavers	I.D.A.
3. Entry & Exit Vestibule - (Adoptions / Reclaims / Surrenders) - (6' x 7')	42 SF
4. Waiting Area - (Adoptors / Reclaimers / Surrenders) - (10' x 12')	120 SF
5. • Seating: four (4) seats	I.D.A.
6. - Built-in benches w/ cushions	I.D.A.
7. - Cat carrier shelf behind seats	I.D.A.
8. • Water fountain (ADA)	I.D.A.
9. • Wall-mounted video monitor	I.D.A.
10. - Revolving memorial images	I.D.A.
11. • Woodgrain porcelain tile floor	I.D.A.
12. Reception Area - (Adoptors / Reclaimers / Surrenders) - (6' x 8')	48 SF
13. • Workstation: 1 station	I.D.A.
14. Clerical Area - (6' x 7')	42 SF
15. • Copier / e-fax / scanner (countertop)	I.D.A.
16. • Clerical supply cabinets	I.D.A.
17. • Lateral file cabinets: 1 @ 36" wide (2 drawer)	I.D.A.
18. Mop Closet - (for Waiting Areas) - (3' x 3')	I.E. #161
19. • Shower base w/ FRP wall surface	I.D.A.
20. In-kind Donations Room - (4 x 4')	16 SF
21. • Exterior drop box tilt-lever door	I.D.A.
22. • Interior access door	I.D.A.
23. Adoption Counseling Room	N.I.C.
24. Surrender Counseling Room	N.I.C.
25. Behavior Assessment Room - (12' x 12')	144 SF
26. • Temperament testing - (dogs & cats)	I.D.A.
27. Interactive Corridor - (7' x 30')	210 SF
28. • Room naming plaques	I.D.A.
29. • Memorial Tree of Life (with engraved leaves)	I.D.A.
30. • Memorial Wall of Honor - (with engraved paw prints)	N.I.C.
31. • Memorial Wall of Honor - (with engraved rectangular plaques)	I.D.A.
32. • Recessed display cases - 2 @ 4" D x 6' W x 4' H	N.I.C.
33. • One-way glass into Pet Bonding Areas	I.D.A.
34. Public Restroom (Unisex) - (6' x 7.5')	45 SF
35. • Near Waiting Area	I.D.A.
36. Stray, Surrender, Court Hold Dog Housing Ward #1	I.D.B.
37. • Dog Resting Runs: 10 @ 4' x 8' w/ 5' aisle - (13' x 40')	520 SF
38. - Prefabricated run divider walls	I.D.A.
39. - Rear wall - (FRP panels)	I.D.A.
40. - Run doors - (full vertical bars)	I.D.A.
41. - Run floor - (resinous epoxy w/ silicate grit)	I.D.A.

**PROJECT PROGRAM****Project: Bristol Animal Control (RFA Project #2411)**

Date: 20 May 2024

Function	First Floor
42. - Flushing trough drain w/ resting bench above	I.D.A.
43. - Retractable hose & water spigot	I.D.A.
44. - Run cleaning system - (SMT)	I.D.A.
45. - Staff workstation - (stand up)	I.D.A.
46. • Hand sink & trash can alcove - (2' x 3')	6 SF
47. • Dog Exercise Runs: 10 @ 4' x 10' w/ 5' aisle - (15' x 40')	600 SF
48. - Translucent glass roof	I.D.A.
49. Stray, Surrender, Court Hold Dog Housing Ward #2	I.D.B.
50. • Dog Resting Runs: 10 @ 4' x 8' w/ 5' aisle - (13' x 40')	520 SF
51. - Prefabricated run divider walls	I.D.A.
52. - Rear wall - (FRP panels)	I.D.A.
53. - Run doors - (full vertical bars)	I.D.A.
54. - Run floor - (resinous epoxy w/ silicate grit)	I.D.A.
55. - Flushing trough drain w/ resting bench above	I.D.A.
56. - Retractable hose & water spigot	I.D.A.
57. - Run cleaning system - (SMT)	I.D.A.
58. - Staff workstation - (stand up)	I.D.A.
59. • Hand sink & trash can alcove - (2' x 3')	6 SF
60. • Dog Exercise Runs: 10 @ 4' x 10' w/ 5' aisle - (15' x 40')	600 SF
61. - Enclosed w/ translucent glass roof	I.D.A.
62. Adoptable Dog Housing Ward #1	I.D.B.
63. • Dog Resting Runs: 10 @ 4' x 8' w/ 5' Aisle - (13' x 40')	520 SF
64. - Prefabricated run divider walls	I.D.A.
65. - Rear wall - (FRP panels)	I.D.A.
66. - Run doors - (vertical bars on bottom w/ glass on top)	I.D.A.
67. - Run floor - (resinous epoxy w/ silicate grit)	I.D.A.
68. - Flushing trough drain w/ resting bench above	I.D.A.
69. - Retractable hose & water spigot	I.D.A.
70. - Run cleaning system - (SMT)	I.D.A.
71. - Staff workstation - (stand up)	I.D.A.
72. • Hand sink & trash can alcove - (2' x 3')	6 SF
73. • Dog Exercise Runs: 10 @ 4' x 10' w/ 5' aisle - (15' x 40')	600 SF
74. - Enclosed w/ translucent glass roof	I.D.A.
75. Adoptable Dog Housing Ward #2	I.D.B.
76. • Dog Resting Runs: 10 @ 4' x 8' w/ 5' Aisle - (13' x 40')	520 SF
77. - Prefabricated run divider walls	I.D.A.
78. - Rear wall - (FRP panels)	I.D.A.
79. - Run doors - (vertical bars on bottom w/ glass on top)	I.D.A.
80. - Run floor - (resinous epoxy w/ silicate grit)	I.D.A.

**PROJECT PROGRAM****Project: Bristol Animal Control (RFA Project #2411)**

Date: 20 May 2024

Function	First Floor
81. - Flushing trough drain w/ resting bench above	I.D.A.
82. - Retractable hose & water spigot	I.D.A.
83. - Run cleaning system - (SMT)	I.D.A.
84. - Staff workstation - (stand up)	I.D.A.
85. • Hand sink & trash can alcove - (2' x 3')	6 SF
86. • Dog Exercise Runs: 10 @ 4' x 10' w/ 5' aisle - (15' x 40')	600 SF
87. - Enclosed w/ translucent glass roof	I.D.A.
88. Dog Bonding (Get Acquainted) Room - (8' x 10')	80 SF
89. - Serves both Adoptable Dog Wards	I.D.A.
90. Isolation, Infectious, Quarantine, Bite Dog Housing Ward	I.D.B.
91. • Near Animal Control Van Garage	I.D.A.
92. • Dog Resting Runs: 5 @ 4' x 8' w/ 5' Aisle - (13' x 20')	260 SF
93. - Foot bath @ entry door	I.D.A.
94. - Prefabricated run divider walls	I.D.A.
95. - Rear wall - (FRP panels)	I.D.A.
96. - Run doors - (full vertical bars)	I.D.A.
97. - Run floor - (resinous epoxy w/ silicate grit)	I.D.A.
98. - Flushing trough drain w/ resting bench above	I.D.A.
99. - Retractable hose & water spigot	I.D.A.
100. - Run cleaning system - (SMT)	I.D.A.
101. - Staff workstation - (stand up)	I.D.A.
102. • Hand sink & trash can alcove - (2' x 3')	6 SF
103. • Dog Exercise Runs: 5 @ 4' x 10' w/ 5' Aisle - (15' x 20')	300 SF
104. - Enclosed w/ translucent glass roof	I.D.A.
105. Exterior Canine Exercise Yards - 4 @ 20' x 40'	N.I.S.F.A.
106. • K-9 Grass	I.D.A.
107. • Faux fire hydrant	I.D.A.
108. • Omega fence at perimeter	I.D.A.
109. • Solid fence between Exercise Yards	I.D.A.
110. Stray, Surrender, Court Hold Cat Housing - (7.5' x 30')	225 SF
111. • Cat condo suites: 20 @ 36" (2 tier) w/ 5' Aisle	I.D.A.
112. Adoptable Cat Housing - (2.5' x 30')	45 SF
113. • Cat condo cages: 20 @ 36" (2 tier)	I.D.A.
114. Communal Cat Play Area - (7.5' x 30')	225 SF
115. • Integral w/ Adoptable Cat Housing	I.D.A.
116. • Cat play structures - (walkways, ramps, stairs, spirals)	I.D.A.
117. • Litter box enclosures - (benches, houses)	I.D.A.
118. • Privacy enclosures - (boxes, houses)	I.D.A.
119. • Wall-mounted hand sink	I.D.A.
120. • Staff workstation - (stand up)	I.D.A.



PROJECT PROGRAM

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Date: 20 May 2024

Function	First Floor
121. Communal Cat Play Porch - (10' x 12')	120 SF
122. • Cat play structures - (walkways, ramps, stairs, spirals)	I.D.A.
123. • Exterior screen w/ interior vertical wire fence	I.D.A.
124. • Connected to Communal Cat Play Area	I.D.A.
125. - Transfer door w/ flapper door	I.D.A.
126. - Human door	I.D.A.
127. Cat Bonding (Get Acquainted) Room - 1 @ (8' x 8')	64 SF
128. Isolation, Quarantine, Infectious (General & Respiratory) Cat Housing - (7.5' x 15')	113 SF
129. • Cat condo cages: 10 @ 36" (2 tier) w/ 5' Aisle	I.D.A.
130. • Transition Vestibule - (5' x 7')	35 SF
131. Cat Carrier Storage - (6' x 6')	36 SF
132. Small Mammals & Exotics Housing - (10' x 10')	100 SF
133. • Open space w/ adjustable shelving on both sides - (cages & aquariums)	I.D.A.
134. • Small Mammal (Pocket Pets) Housing	I.D.A.
135. - Hamsters / gerbils: cages TBD @ 13" x 17" x 24"H	I.D.A.
136. - Guinea Pigs: cages TBD @ 13" x 17" x 24"H	I.D.A.
137. - Mice: aquariums TBD @ 10" x 20" x 10"H	I.D.A.
138. - Rabbits: cages TBD @ 22" x 34" x 33"H	I.D.A.
139. - Ferrets: cages TBD @ 22" x 34" x 33"H	I.D.A.
140. • Exotic Animal Housing	I.D.A.
141. - Iguanas: aquariums TBD @ 18" x 36" x 18"H	I.D.A.
142. - Snakes: aquariums TBD @ 18" x 36" x 18"H	I.D.A.
143. - Spiders: aquariums TBD @ 18" x 36" x 18"H	I.D.A.
144. - Fish: aquariums TBD @ 18" x 36" x 18"H	I.D.A.
145. - Reptiles (Frogs / Turtles): aquariums TBD @ 18" x 36" x 18"H	I.D.A.
146. - Domestic Birds: avian cages TBD @ 36" x 36" x 48"H	I.D.A.
147. • Small Mammal Supplies Storage - (2' x 4')	8 SF
148. • Exotic Animal Suppliers Storage (Hot Rocks & Heat Lamps) - (2' x 4')	8 SF
149. Dog Food Prep Area - (9' x 10')	90 SF
150. • Refrigerator w/ freezer, single sink, microwave, food dispensers	I.D.A.
151. • Meds Dispensing	I.D.A.
152. • Bowl washer / sanitizer - (countertop conveyor)	I.D.A.
153. • Food Bowl Storage - (full-height open shelving)	I.D.A.
154. • Dog Food Storage - (10' x 10')	100 SF
155. Cat Food Prep Area - (9' x 10')	90 SF
156. • Refrigerator w/ freezer, single sink, microwave, food dispensers	I.D.A.
157. • Meds Dispensing	I.D.A.
158. • Bowl washer / sanitizer - (countertop conveyor)	I.D.A.
159. • Food Bowl Storage - (full-height open shelving)	I.D.A.
160. • Cat Food Storage - (8' x 8')	64 SF



PROJECT PROGRAM

Project: Bristol Animal Control (RFA Project #2411)

Date: 20 May 2024

Function	First Floor
161. Mop Closet - (3' x 3')	9 SF
162. • Mop sink w/ FRP wall surface	I.D.A.
163. General Dog Supplies - (10' x 12')	120 SF
164. General Cat Supplies - (10' x 12')	120 SF
165. Kitty Litter Storage - (4' x 4')	16 SF
166. Power Wash Pump Room - (SMT) - (6' x 8')	48 SF
167. • Run cleaning system	I.D.A.
168. Dog Bathing Area - (5' x 8')	40 SF
169. • 1 tub & 1 stand-in shower	I.D.A.
170. • Hydro surge & force dryer	I.D.A.
171. • Shampoo Storage - (2' x 3')	6 SF
172. Cat Bathing Area - (5' x 7')	35 SF
173. • Utility sink	I.D.A.
174. Cleaning Supplies Storage - (2' x 4')	8 SF
175. Laundry Room - (10' x 12')	120 SF
176. • Commercial washers: two (2) machines	I.D.A.
177. • Commercial dryers: two (2) machines	I.D.A.
178. • Folding counter	I.D.A.
179. • Base & upper cabinets - (laundry storage)	I.D.A.
180. • Utility sink	I.D.A.
181. • Laundry Storage - (2' x 4')	N.I.C.
182. Animal Control Offices - (10' x 12')	120 SF
183. • Adjacent to Reception Desk Area	I.D.A.
184. • Workstations: 2 L-shaped stations	I.D.A.
185. - Chief Animal Control Officer (Ray)	I.D.A.
186. - Assistant Animal Control Officer	I.D.A.
187. Staff Break Room - (10' x 12')	120 SF
188. • Kitchenette - (fridge, sink, coffeemaker, microwave, toaster oven, toaster)	I.D.A.
189. • Seating: 1 table w/ 4 chairs each	I.D.A.
190. • Wall-mounted T.V. monitor	I.D.A.
191. • Coat Closet - (2' x 5')	10 SF
192. Unisex Staff Locker Room - (6' x 9')	54 SF
193. • 6 full height lockers	I.D.A.
194. • Sitting bench on opposite wall	I.D.A.
195. Staff Changing Room (Unisex) - (5' x 5')	I.D.A.
196. • Off Staff Locker Room	I.D.A.
197. Unisex Staff Bathroom - (7.5' x 9')	68 SF
198. • Shower Stall	I.D.A.
199. Mop Closet - (3' x 3')	I.E. #161
200. • Mop sink w/ FRP wall surface	I.D.A.



PROJECT PROGRAM

Project: **Bristol Animal Control** (RFA Project #2411)

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Date: 20 May 2024

Function	First Floor
201. Animal Control Van Garage - (24' x 30')	720 SF
202. • Vehicles: two (2) vans	I.D.A.
203. • Truck Supplies Storage - (2' x 6')	12 SF
204. • Animal Equipment Storage - (6' x 6')	36 SF
205. Truck Hosing & Wash Area - (15' x 24')	I.E. #201
206. • Decontamination Sallyport	I.D.A.
207. • Exterior / covered	N.I.C.
208. Freezer Closet - (3' x 9')	27 SF
209. • Reach-in chest freezer	I.D.A.
210. • Commercial refrigerator freezer - (two-door)	I.D.A.
211. - ACO Evidence Storage	I.D.A.
212. Maintenance Workroom - (7' x 12')	N.I.C.
213. Computer Server Room - (6' x 6')	36 SF
214. Emergency Generator	N.I.S.F.A.
215. • Exterior on concrete pad - (10' x 18')	I.D.A.
216. • Natural gas powered	I.D.A.
217. • Electrical service for entire Shelter	I.D.A.
218. Mechanical Room - (8' x 10')	80 SF
219. • Hot water heater	I.D.A.
220. • Central vac system	I.D.A.
221. Fire Sprinkler Room	N.I.C.
222. Electric Room - (8' x 10')	80 SF
223. • Electrical switch gear	I.D.A.
224. Phone Closet - (VolP)	I.E. #213
225. General Shelter Storage - (10' x 15')	150 SF
226. Exterior Vehicle Parking Areas	I.D.B.
227. • Public parking: (1 Space / 1,000 SF = T.B.D.)	N.I.S.F.A.
228. • Staff parking: (1 Space / 1,000 SF = T.B.D.) - (2 cars minimum)	N.I.S.F.A.
229. • Bicycle racks: (5 bikes)	N.I.S.F.A.
230. • A.C. van parking space: one (1) space	N.I.S.F.A.
231. • A.C. truck parking space: one (1) space	N.I.S.F.A.
232. Surveillance Systems	N.I.S.F.A.
233. • Interior Areas: TBD	N.I.S.F.A.
234. • Exterior Areas: TBD	N.I.S.F.A.
235. Trash Bin Enclosure - (3' x 6') = 18 SF @ 50%	9 SF
236. • Containers: two (2) bins - on exterior concrete pad - (covered)	N.I.S.F.A.
237. Recycling Bin Enclosure - (3' x 6') = 18 SF @ 50%	9 SF
238. • Containers: two (2) bins - on exterior concrete pad - (covered)	I.D.A.

**PROJECT PROGRAM**

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Project: Bristol Animal Control (RFA Project #2411)

Date: 20 May 2024

Function	First Floor
239. Environmental Components	N.I.S.F.A.
240. • Energy efficient mechanical systems	N.I.S.F.A.
241. • Solar collector panels on roof - (future / solar ready)	N.I.S.F.A.
242. • Recycled building materials - (where possible)	N.I.S.F.A.
243. • Stormwater reclamation - (from roof & parking area)	N.I.S.F.A.
244. • LEED Certification - (Silver)	N.I.C.
Subtotal Net Programmed Areas	9,175 SF
Exterior Walls, Interior Partitions, & Circulation @ 30%	2,753 SF
TOTAL GROSS PROJECT AREA	11,928 SF
AVAILABLE PROJECT AREA	T.B.D.

KEY

T.B.D.	— To Be Determined
N.I.C.	— Not Included in Program
I.D.B.	— Included in Item Directly Below
I.D.A.	— Included in Item Directly Above
I.E. #XX	— Included Elsewhere in Item #XX
N.I.S.F.A.	— Not Included in Square Area

Approved ☐Approved as Noted ☐

Commence Schematic Design

Roger Rousseau, Purchasing Agent_____
Date_____
Raymond Zagurski, Chief Animal Control Officer_____
Date_____
Lindsey Rivers, Public Works Analyst_____
Date_____
David Oaks, Building & Facilities Manager_____
Date_____
Luis Lorenzo, Maintenance & IT Manager_____
Date