

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5.e

Title:

**Recommendation to Approve the Purchase and Project Implementation of Storage System Solutions for the New Police Department Facility**

Presenters:

Erik Mahan, Deputy Chief – Police Administration

Meeting: Government Services Committee

Date: February 25, 2019

Proposed Cost: \$312,240

Budgeted Amount: \$281,000

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

Staff is seeking approval to purchase high density evidence storage systems, weapons storage systems, equipment lockers, and personnel locker systems for installation and use in the new police department facility.

In working with FGM Architects a study of our storage needs was completed and adopted in to the design of the new facility.

A proposal was obtained from Bradford Systems Corporation. Pricing for these storage solutions has been competitively bid and publicly awarded through National IPA, Contract #P15-150-DT. The purchase and construction/installation costs of these storage solutions were included in the conceptual budget of the new police facility which had been compiled by FGM Architects at the onset of this project. We have been advised by FGM that they are seeing a 12-15% increase in lockers, furniture, and other metal goods due to tariffs.

The project bid includes the following:

- Evidence Storage – High Density Mobile System
- Evidence Intake – Pass-thru evidence locker system
- Rifle Storage – Secure long gun storage cabinets
- Patrol Duty Bag Lockers
- SWAT Storage
- Detention Lockers
- Community Restitution Lockers
- Semi Secure Corridor Lockers
- Men's and Women's Locker Room Lockers

The total project bid is: \$312,240

**Attachments** *(please list):*

- \* Proposal from Bradford Systems Corporation, Bensenville, Illinois
- \* BSC Plan View- New Facility

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve the purchase and project implementation of storage system solutions for the new Police Department facility with Bradford Systems Corporation in the amount of \$312,240.



## St. Charles Police Department New Facility

Prepared for:  
Deputy Chief Erik Mahan

Saint Charles Police Department  
1515 West Main Street  
Saint Charles, IL 60174

Submitted by:  
Dave Bradford  
847.344.8989  
[dave@bradfordsystems.com](mailto:dave@bradfordsystems.com)

December 4, 2018  
BSC Project #23315

Bradford Systems Corporation is a qualified National IPA Contract provider and is proposing the following Spacesaver equipment and related services through:  
**Contract # P15-150-DT**

### Corporate

430 Country Club Drive  
Bensenville, IL 60106

630-350-3453 office  
630-350-3454 facsimile  
800-696-3453 toll-free

### Merchandise Mart

222 Merchandise Mart Plaza  
Suite 11-117  
Chicago, Illinois 60654

312-467-1727 office  
312-467-1447 facsimile

### Missouri & So. Illinois

1735 Larkin Williams Rd.  
Fenton, Missouri 63026

636-343-1515 office  
636-343-3588 facsimile  
800-696-3453 toll-free

### Central Illinois

125 Thunderbird Lane  
Suite 211  
East Peoria, Illinois 61611

309-698-0490 office  
309-698-0491 facsimile

### Indiana

3815 River Crossing Parkway  
Suite 100  
Indianapolis, Indiana 46240

317-895-0670 office  
317-895-0672 facsimile  
800-862-5036 toll-free

December 4, 2018

Deputy Chief Erik Mahan  
Saint Charles Police Department  
1515 West Main Street  
Saint Charles, IL 60174

Dear Deputy Chief Mahan:

On behalf of Bradford Systems Corporation, I would like to thank you for the opportunity to present this proposal. The following solution has been designed and tailored to meet your storage needs.

We value the opportunity to present our unique capabilities, and look forward to showing you why thousands of clients over the last 50 years have chosen Bradford Systems Corporation to help them solve their most challenging storage dilemmas.

If you have any questions regarding this proposal or if we can make any changes to better accommodate your needs or requirements, please call me at 847.344.8989.

Again, thank you for your consideration.

Sincerely,



Dave Bradford  
Storage Planner

Bradford Systems Corporation  
430 Country Club Drive  
Bensenville, IL 60106  
(m) 847.344.8989  
[dave@bradfordsystems.com](mailto:dave@bradfordsystems.com)

**St. Charles Police Department**  
**New Facility**  
Project #23315

**Community Restitution Vestibule—Lockers:**

- 4 Three-tier lockers with Digi locks and sloped top, 12" W x 12" D x 72" H
  - Each locker includes:
    - 4" H base
    - Number tags installed on all front doors

**Community Restitution Vestibule—Total—Material, Delivered & Installed                      \$5,210.00**

**Detention 152—Lockers:**

- 3 Two-tier lockers with keyed locks and sloped top, 18" W x 24" D x 72" H
  - Each locker includes:
    - 4" H base
    - Number tags installed on all front doors

**Detention 152—Total—Material, Delivered & Installed    \$4,000.00**

**Rifle Storage 167—Long Gun Storage Cabinets:**

- 3 Long gun storage cabinets with keyed locks, 34" W x 12" D x 86-1/16" H
- Each cabinet includes:
  - 10 Compartments for long gun storage

**Rifle Storage 167—Total—Material, Delivered & Installed                                      \$15,010.00**

**Secure Corridor 168—Duty-Bag Lockers:**

- 20 Three-tier lockers with combination locks and sloped top, 24" W x 30" D x 84" H
  - Each locker includes:
    - 4" H base
    - Number tags installed on all front doors

**Secure Corridor 168—Total—Material, Delivered & Installed                                  \$38,730.00**

**Evidence Storage Solution 173—High Density Mobile System:**

**Spacesaver Mechanical Assist High-Density Mobile System:**

- 1 Mobile carriages with center flange guidance, 27" D x 15' L
- 1 Mobile carriages with center flange guidance, 48" D x 15' L
- 2 Carriage midsections 24" x 60" to lengthen existing carriage to 15'
- 2 Carriage midsections 36" x 60" to lengthen existing carriage to 15'
- Carriages have synchronized driven wheels in order to transmit power to both sides of the carriage for positive tracking even with unbalanced loads
- 1 Stationary platform 30" D x 15' L

**St. Charles Police Department**  
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**Evidence Storage Solution 173—High Density Mobile System, *continued*:**

- 1 Fixed shelving range (to sit directly on the floor), 48-13/16" D x 8' 4-3/4" L
- 2 Fixed shelving ranges (to sit directly on the floor), 48-13/16" D x 16' 7-1/2" L
- 1 L Rail system with 3 rails @ 26' 2-1/2" L
- 1 Low profile floor system with ramp
- 8 Low pressure laminate end panels

**New Shelving Components:**

- 7 Four-post back to back single-entry shelving sections, 12" D x 36" D x 88-1/4" H
- 5 Four-post back to back single-entry shelving sections, 15" D x 36" D x 88-1/4" H
- 10 Four-post back to back single-entry shelving sections, 24" D x 36" D x 88-1/4" H
- 4 Four-post double-entry shelving sections, 24" D x 36" W x 88-1/4" H
- 6 Four-post double-entry shelving sections, 36" D x 36" W x 88-1/4" H
- 10 Steel back panels

**Reusing Existing Shelving Components:**

- 3 Four-post back to back single-entry shelving sections, 12" D x 36" D x 88-1/4" H
- 6 Four-post double-entry shelving sections, 24" D x 36" W x 88-1/4" H
- 9 Four-post double-entry shelving sections, 36" D x 36" W x 88-1/4" H

**RaptorRAC Shelving Components:**

- 5 Wide-span shelving section, 48-13/16" D x 96" W x 96" H
  - Each section includes 3 levels with ribbed decking

**Mobile System—Total—Materials, Delivered & Installed      \$51,590.00**

**Evidence Intake 174—E Evidence Lockers:**

- (1) Pass-thru evidence locker 05, 36" W x 24" D X 82" H
  - Locker 05 has 1 "C" door, 1 "D" door, 2 "E" doors and 1 "FF" door
  - "C" door and "E" doors have Digi locks
- (1) Pass-thru evidence locker 26, 36" W x 24" D X 82" H
  - Locker 26 has 1 "B" door and 4 "E" doors
- (1) Pass-thru evidence locker 02, 36" W x 24" D X 82" H
  - Locker 02 has 1 half height refrigerator with 6 doors, 3 "E" doors and 1 "E" door with mail slot

**Evidence Intake 174—Total—Material, Delivered & Installed      \$26,360.00**

**SWAT Storage 194—Fixed 4-Post Shelving System:**

- 2 Fixed shelving ranges (to sit directly on the floor), 24" D x 7' L
  - 4 Four-post single-entry shelving sections, 24" D x 42" D x 76-1/4" H

**SWAT Storage 194—Total—Material, Delivered & Installed      \$1,880.00**

**St. Charles Police Department**  
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**Men's Lockers 230—Personnel Lockers:**

- 58 Bench drawer lockers with combination locks, 30" W x 37-1/8" D x 84" H
  - Each locker includes:
    - Double doors
    - One shelf with integral garment hanger
    - Modular shelf
    - Double hook
    - Mirror
    - Boot Tray
    - Plug and play receptacle outlet
    - Sloped tops
    - Number tag installed on front door
- 3 Lockers with combination locks, 30" W x 24" D x 84" H
  - Each locker includes:
    - Double doors
    - One shelf with integral garment hanger
    - Modular shelf
    - Double hook
    - Mirror
    - Boot Tray
    - Plug and play receptacle outlet
    - Sloped tops
    - Number tag installed on front door

**Men's Lockers 230—Total—Material, Delivered & Installed** **\$124,920.00**

**Women's Lockers 233—Personnel Lockers:**

- 15 Bench drawer lockers with combination locks, 30" W x 37-1/8" D x 84" H
  - Each locker includes:
    - Double doors
    - One shelf with integral garment hanger
    - Modular shelf
    - Double hook
    - Mirror
    - Boot Tray
    - Plug and play receptacle outlet
    - Sloped tops
    - Number tag installed on front door
- 1 Lockers with combination locks, 30" W x 24" D x 84" H
  - Each locker includes:
    - Double doors
    - One shelf with integral garment hanger
    - Modular shelf
    - Double hook
    - Mirror
    - Boot Tray
    - Plug and play receptacle outlet
    - Sloped tops
    - Number tag installed on front door

**Women's Lockers 230—Total—Material, Delivered & Installed** **\$34,320.00**

**St. Charles Police Department**  
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**Semi Secure Corridor —Duty-Bag Lockers:**

- 8 Single-tier laminate lockers with Keyless 360 locks and sloped top, 12" W x 18" D x 76" H

**Semi Secure Corridor—Total—Material, Delivered & Installed** **\$10,220.00**

**Totals**

Community Restitution Vestibule Lockers	\$5,210.00
Detention 152 Locker	\$4,000.00
Rifle Storage 167	\$15,010.00
Secure Corridor 168	\$38,730.00
Evidence Storage 173—Mobile System	\$51,590.00
Evidence Intake 174—Evidence Lockers	\$26,360.00
SWAT Storage 194	\$1,880.00
Men's Locker Room 230	\$124,920.00
Women's Locker Room 233	\$34,320.00
Semi Secure Corridor	<u>\$10,220.00</u>
<b>GRAND TOTAL</b>	<b>\$312,240.00</b>

**St. Charles Police Department**  
**New Facility**  
Project #23315

1. Purchase orders should be made out to the following:  
Bradford Systems Corporation  
430 Country Club Drive  
Bensenville, IL 60106
2. Purchase orders may be sent via:
  - Email: [purchaseorders@bradfordsystems.com](mailto:purchaseorders@bradfordsystems.com)
  - USPS: 430 Country Club Drive, Bensenville, IL 60106
  - Facsimile: (630) 350-3454
3. Please send the following in conjunction with your purchase order:
  - Reference BSC project # 23315 on your purchase order
  - Project Information Sheet
  - Signed copy of the proposal and project drawings

**St. Charles PD - New Facility**  
**Project Implementation Information**  
Project #23315

**Purchase Order Information:**

P.O. #: \_\_\_\_\_  
Approved by: \_\_\_\_\_

**Project Selections:**

Laminate End Panels: \_\_\_\_\_ (WilsonArt Series 60)  
Four-Post Shelving: \_\_\_\_\_ (See 10 Standard Finishes)  
Wide-Span Shelving: \_\_\_\_\_ (See Standard Finishes)  
Type of Floor Covering: \_\_\_\_\_ (Carpet, Carpet tile, VCT)  
Hinged Door Locks: ☐ Keyed Different ☐ Keyed Alike

**Delivery Information:**

Delivery Address: \_\_\_\_\_  
\_\_\_\_\_  
Delivery Contact Name: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_  
Truck or Delivery Time Restrictions: \_\_\_\_\_  
Delivery Dock: ☐ Yes ☐ No \_\_\_\_\_  
Freight Elevator: ☐ Yes ☐ No \_\_\_\_\_

**Order Acknowledgement/Billing Information:**

Order Acknowledgement Required? ☐ Yes ☐ No \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
\_\_\_\_\_  
Billing Contact Name: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_  
Contact Email Address: \_\_\_\_\_

**Installation Information:**

Installation Address: \_\_\_\_\_  
\_\_\_\_\_  
Floor/Room: \_\_\_\_\_  
Requested Installation Date: \_\_\_\_\_  
Move Date: \_\_\_\_\_  
Construction Schedule Available: ☐ Yes ☐ No \_\_\_\_\_  
Client Provided Dumpster Available: ☐ Yes ☐ No \_\_\_\_\_  
Are There Security Requirements: ☐ Yes ☐ No \_\_\_\_\_  
Parking: Permission/Permits: ☐ Yes ☐ No \_\_\_\_\_  
Certificate of Insurance Required: ☐ Yes ☐ No \_\_\_\_\_  
General Contractor Name/Phone: ☐ Yes ☐ No \_\_\_\_\_

## STANDARD TERMS AND CONDITIONS

1. **GENERAL:** These terms and conditions shall apply to sales from Bradford Systems Corporation to Buyer and to any quotation by Bradford Systems Corporation for sales. These terms and conditions shall not be superseded by any terms and conditions in Buyer's order except as otherwise specifically agreed in writing executed by all parties to this agreement. The paragraph headings contained herein are for purposes of reference only and are not to be considered in the interpretation of any clauses contained herein. This agreement may be executed in counterpart and a copy of this agreement shall be as binding as is the original.
2. **ENGINEERING:** The proposal drawings and/or specifications of any quotation are confidential engineering data, and represent Bradford Systems Corporation investment in engineering skill and development, and remain the property of Bradford Systems Corporation. Such are submitted with the understanding that the information will not be disclosed or used in any manner detrimental to Bradford Systems Corporation. All specifications and dimensions of proposal drawings are approximate, and are subject to changes during detailed engineering.
3. **SURVEYS, PERMITS AND REGULATIONS:** Buyer shall procure and pay for all permits and/or inspections required by any governmental authority for any part of the work performed by Bradford Systems Corporation, except as otherwise stated.
4. **PAYMENT:** This system has been specially designed and will be specially manufactured for the Buyer's unique requirements. A non-refundable down payment of one-third (1/3) of the contract is due upon order. A payment of 1/3 is due upon shipment and 1/3 payment upon completion. One and one-half (1-1/2) percent interest per month will be charged on any unpaid balance after thirty (30) days. If the installation is not entirely complete upon final invoicing, a holdback of reasonable value is allowed without incurring interest charges. A 4% convenience fee will be applied to all orders paid with a credit card.
5. **TAXES:** All applicable sales taxes, as required by law, will be billed, unless Bradford Systems Corporation has a current Tax Exempt Letter or Resale Certificate on file.
6. **EXPIRATION DATE:** Pricing is valid for thirty (30) days. After thirty days, a new proposal and revised pricing may be required.
7. **CANCELLATION:** On all canceled orders, Buyer shall compensate Bradford Systems Corporation for its performance, commitments and damage as follows; Buyer shall pay Bradford Systems Corporation a cancellation fee not to exceed the original purchase price.
8. **CHANGE ORDERS:** Should the Buyer order changes or additions to the work, such orders and adjustments shall be made in writing to Bradford Systems Corporation utilizing Bradford's formal change order document. The contract price and installation/delivery fees shall be adjusted according to the changes in the work specified in the change order.
9. **INSURANCE:** Bradford Systems Corporation's employees who enter Buyer's premises will have Workmen's Compensation coverage in statutory limits and Bradford Systems Corporation's automobiles will be covered by Public Liability and Property Damage Insurance.
10. **DELIVERY:** Installation or delivery date is approximate. Bradford Systems Corporation shall not be liable for delays in or failures of delivery due to changes requested by Buyer, or causes beyond its control. If shipment is delayed at the request of Buyer, payment shall be made by Buyer as though shipment had been made as specified and for any expenses incurred by Bradford due to Buyer's request in delaying shipment.
11. **STORAGE:** If product is stored for more than thirty (30) days at Bradford Systems Corporation due to delays in delivery caused by buyer, Bradford will charge buyer at the rate of 1% of buyer's invoice per month pro-rated daily.
12. **DAMAGE:** After product arrival at site, any loss or damage by weather, other trades, fire or other elements, shall be the responsibility of the Buyer. The Buyer agrees to hold Bradford System Corporation harmless for loss for such reasons.
13. **BUYER RECEIVING:** If the Buyer receives product for any reason, the Buyer is responsible for checking the product during off-load and noting on the packing slip any damage or possible damage and notifying Bradford Systems Corporation immediately. If Bradford does not receive a written notice and copy of the packing slip within twenty-four (24) hours, the Buyer agrees to pay any additional replacement product and delivery costs if a freight claim cannot be awarded.
14. **SITE CONDITIONS:** Buyer shall provide Bradford Systems Corporation with a free and clear construction site. Buyer shall remove all material and/or construction from the area. Buyer will furnish Bradford with adequate electrical power to operate tools required for the installation.
15. **UNLOADING, SPOTTING AND STORAGE:** Buyer shall provide Bradford Systems Corporation with adequate unloading facilities and sufficient access to same to insure Bradford's efficient unloading procedure. Adequate aisles shall be provided by the Buyer to provide efficient handling of the materials from the unloading of storage area to construction site.

16. **COMMENCEMENT OF INSTALLATION:** Bradford Systems Corporation will not be obligated to commence work at job site until receipt of written notice from Buyer that Buyer's building is ready for use and necessary utilities and equipment are supplied thereto.
17. **COMPLETION:** Installation shall be deemed completed upon acceptance or use of any equipment by Buyer.
18. **OVERTIME:** This agreement is based on a normal eight hour working day Monday through Friday and no provisions have been made for overtime or shift premium pay. If overtime is required, additional costs will be incurred.
19. **TESTING:** All material and equipment for testing the installation shall be provided at Buyer's expense. At the time when Bradford Systems Corporation states to the Buyer that the work is complete, the Buyer will inspect the work and if the work is in conformity with the terms and provisions of the proposal, the Buyer shall accept the same and deliver to Bradford a signed statement of acceptance. If the Buyer declines to sign such a statement, then the Buyer shall immediately inform Bradford in writing of the reasons for such declination. If the Buyer fails to so notify Bradford of if the Buyer fails to make such inspection the work shall be conclusively deemed to have been accepted by the Buyer.

### **PROJECT TERMS AND CONDITIONS**

1. **FLOOR COVERING:** If Bradford Systems Corporation is not the contractor for the installation of the floor covering, Buyer's floor covering contractor is responsible for coordinating floor covering installation after Bradford installs system rail and floor.
2. **FLOOR LOADING:** Buyer is responsible for the load bearing capacity of the floor upon which the proposed installation shall be constructed. Floor load data that applies to the project is subject to interpretation by a certified structural engineer. BSC is providing reference data for determining load and distribution conditions. Floor load and considerations are to be reviewed and evaluated by a qualified engineer. It is the responsibility of client to have this system approved for the floor loading if needed. If media weight is unknown; we recommend a sample weight be verified in the field.
3. **FLOOR DRILLING:** Buyer is responsible to notify Bradford Systems Corporation of any electrical or other obstructions located in the floor and Buyer is responsible for relocating said obstructions at Buyer's expense. Anchoring and/or hammer drilling may be required to which it is the Buyers responsibility to notify Bradford if there are any building restrictions on when this work may be performed.
4. **SEISMIC:** Buyer is responsible for determining if a seismic evaluation is necessary at which Bradford Systems Corporation will provide all equipment information for a seismic evaluation by an engineer if applicable.
5. **FIRE CODE:** Fire code typically requires an 18" minimum clearance between installed height of shelving system and any sprinkler system. It is the Buyer's responsibility to verify that the proposed shelving system height meets this requirement prior to the placement of purchase order.
6. **SPACESAVER WARRANTY:** A 5-year standard warranty and 1-year scheduled maintenance are included with your installation. Extended warranty and maintenance agreements are available upon request.
7. **SPACESAVER SYSTEM TRAINING & ORIENTATION:** Bradford Systems Corporation offers training to all potential users to insure safe and efficient system operation upon the Buyer's request.

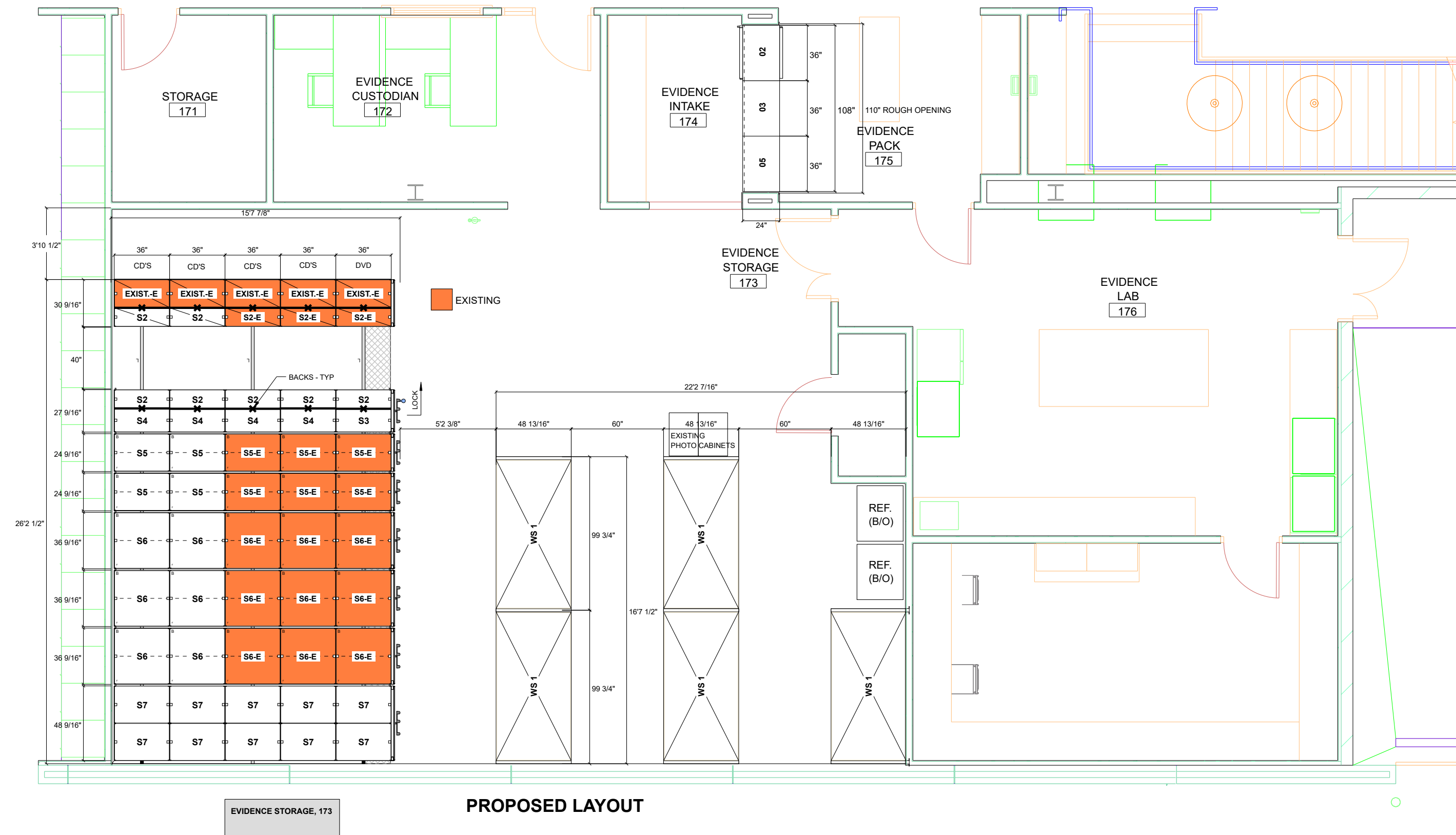
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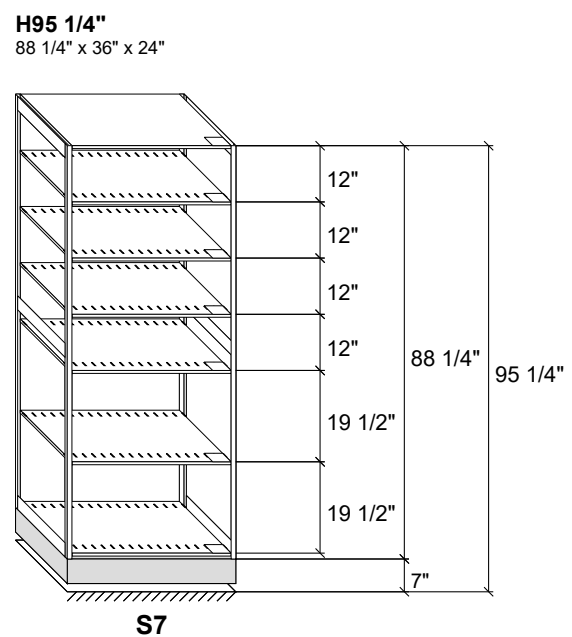
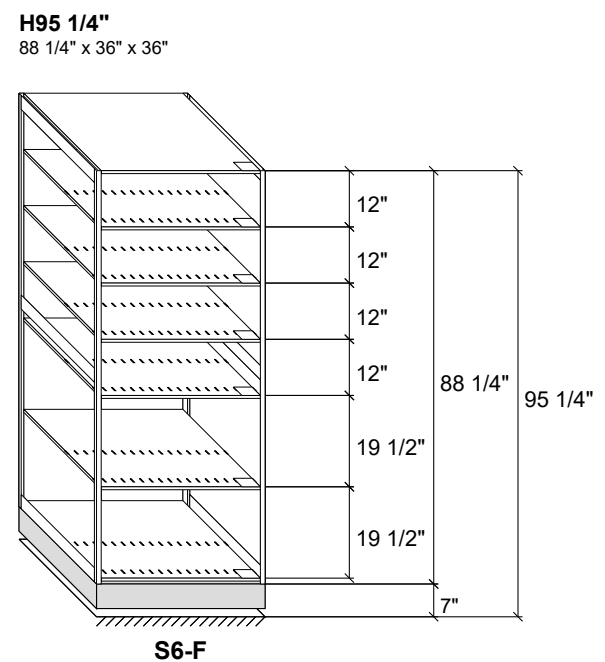
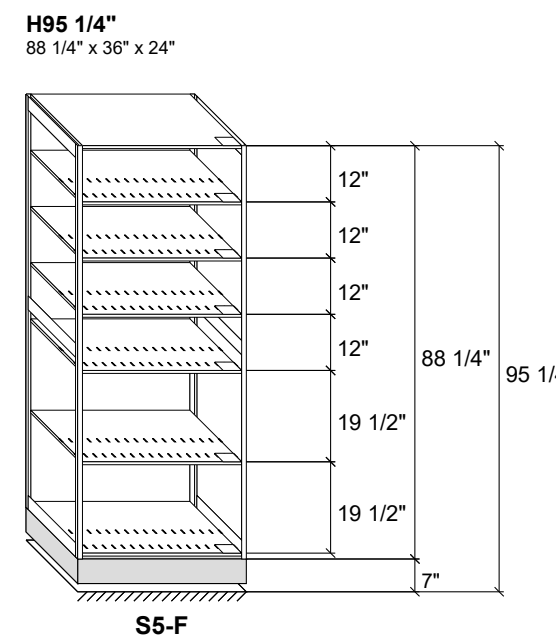
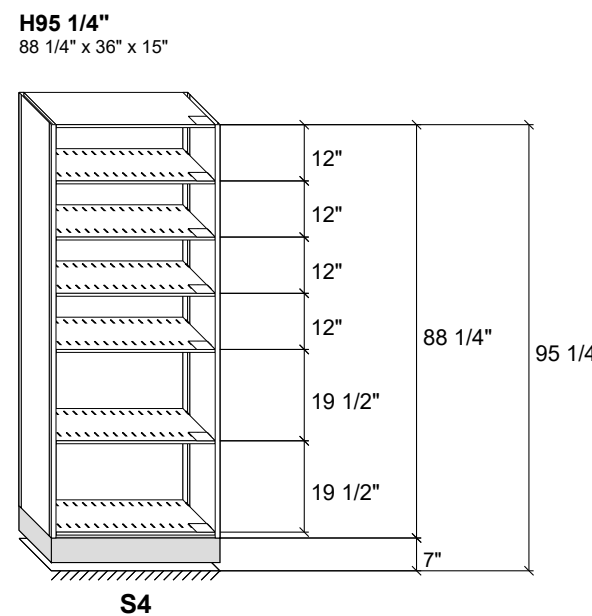
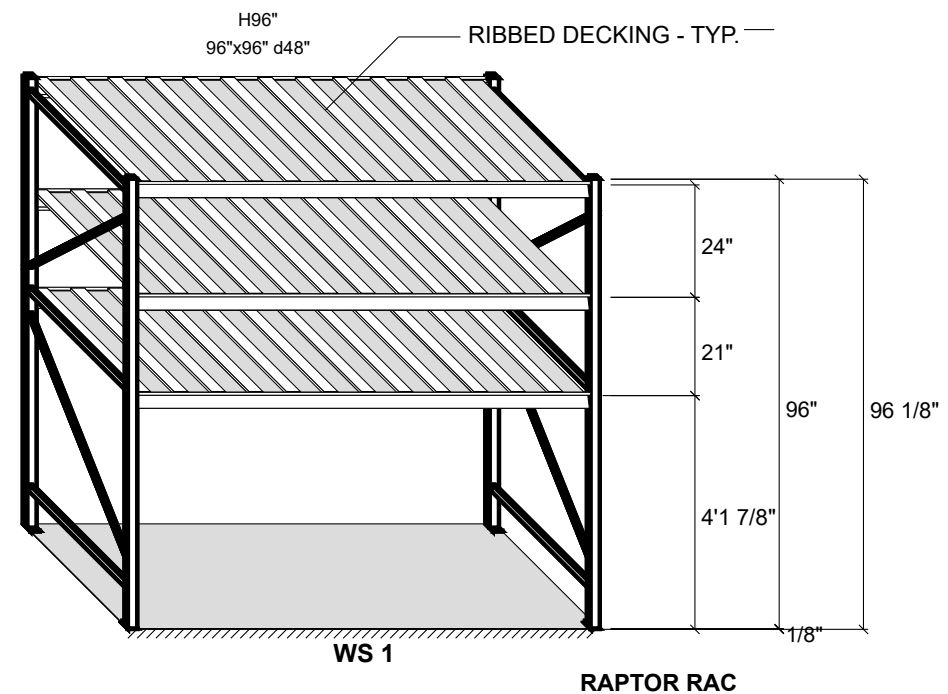
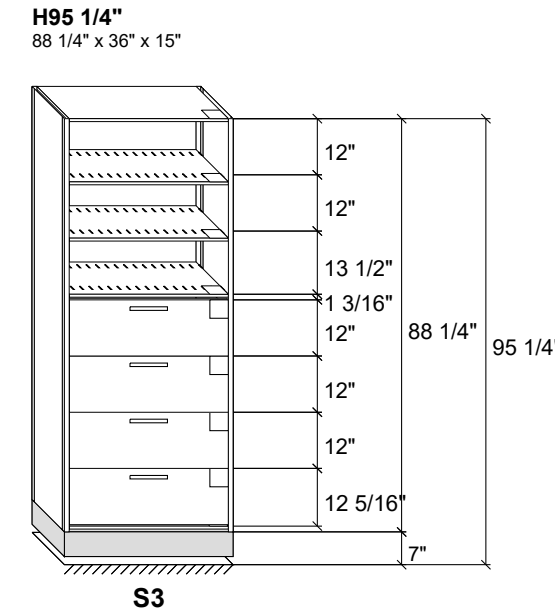
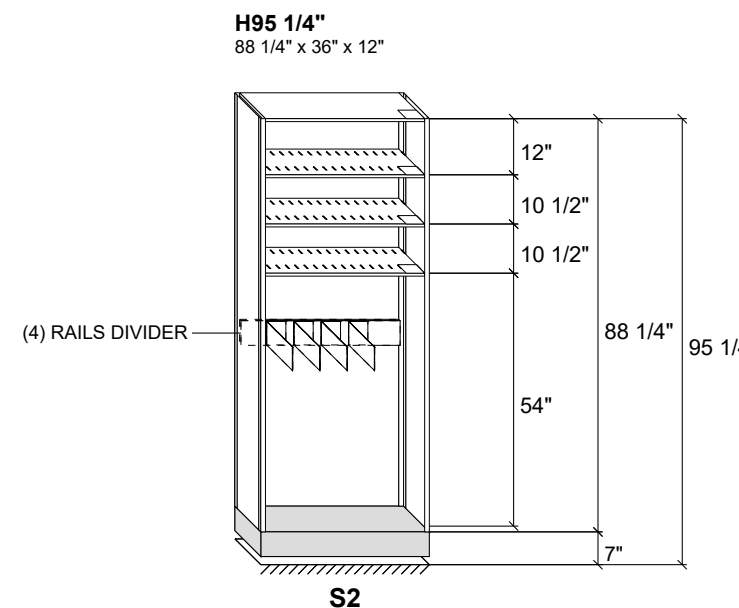
Client Signature

Title

Date

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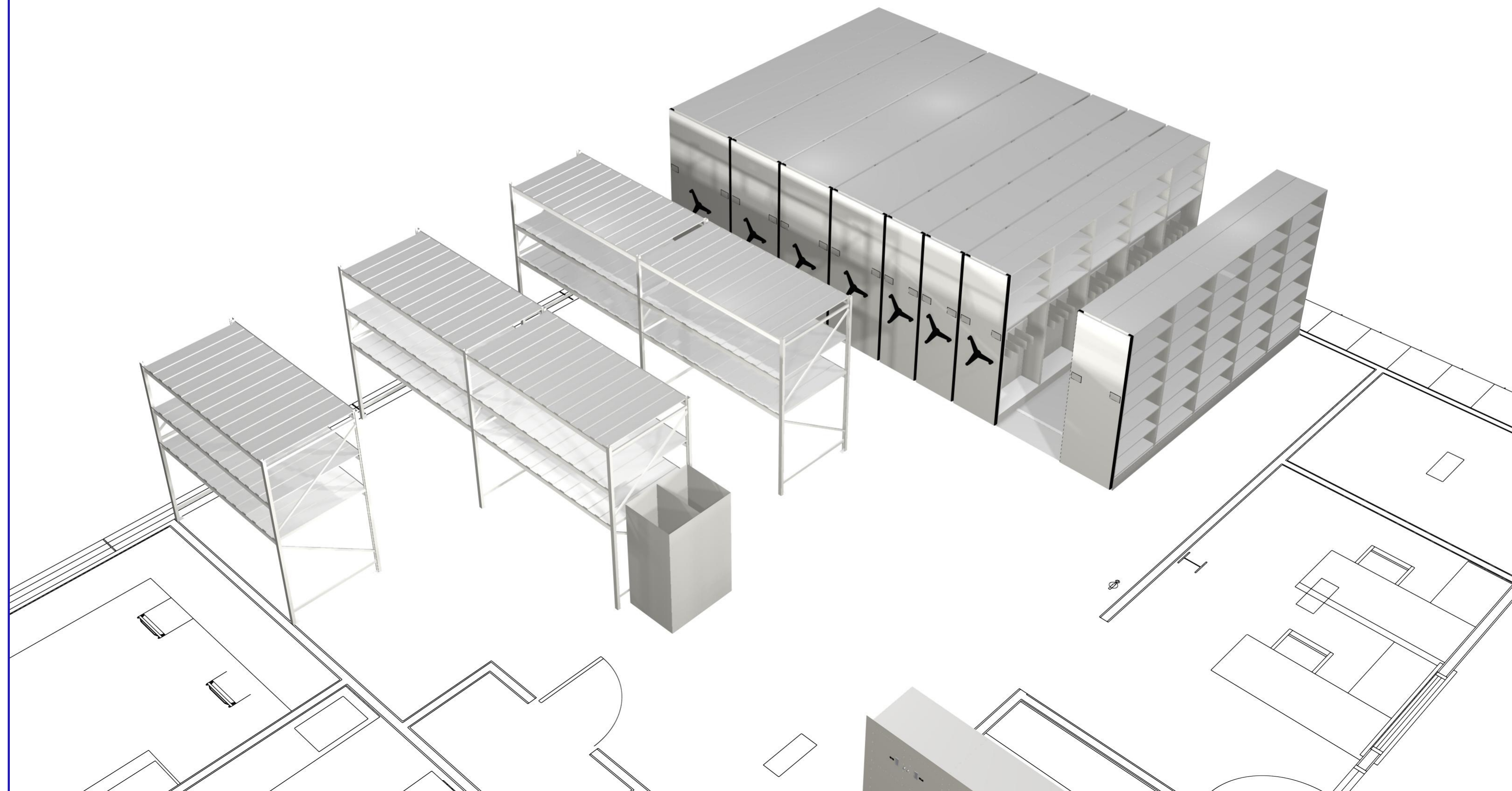
## ELEVATION - EVIDENCE



Project Name:  
**ST. CHARLES PD - NEW FACILITY**

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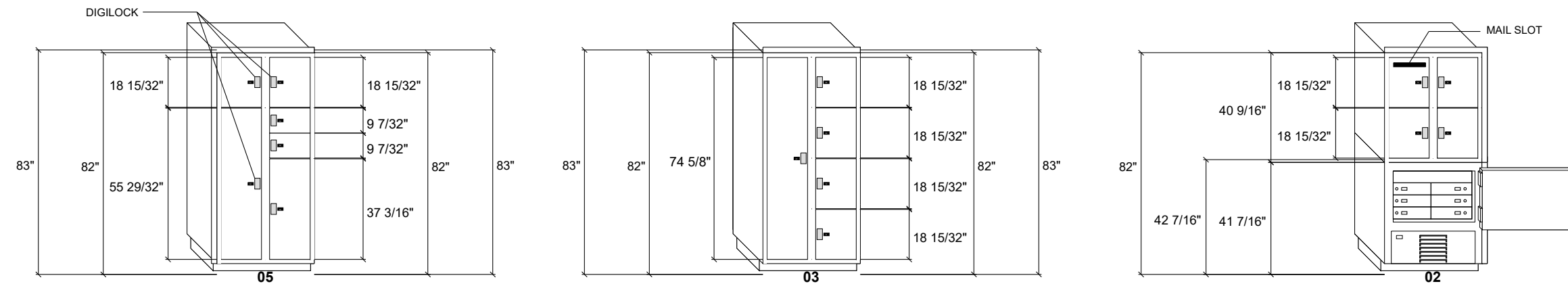


Project Name:

# ST. CHARLES PD - NEW FACILITY

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Printed Date: 11/13/2018		Revision: 11-08-2018	
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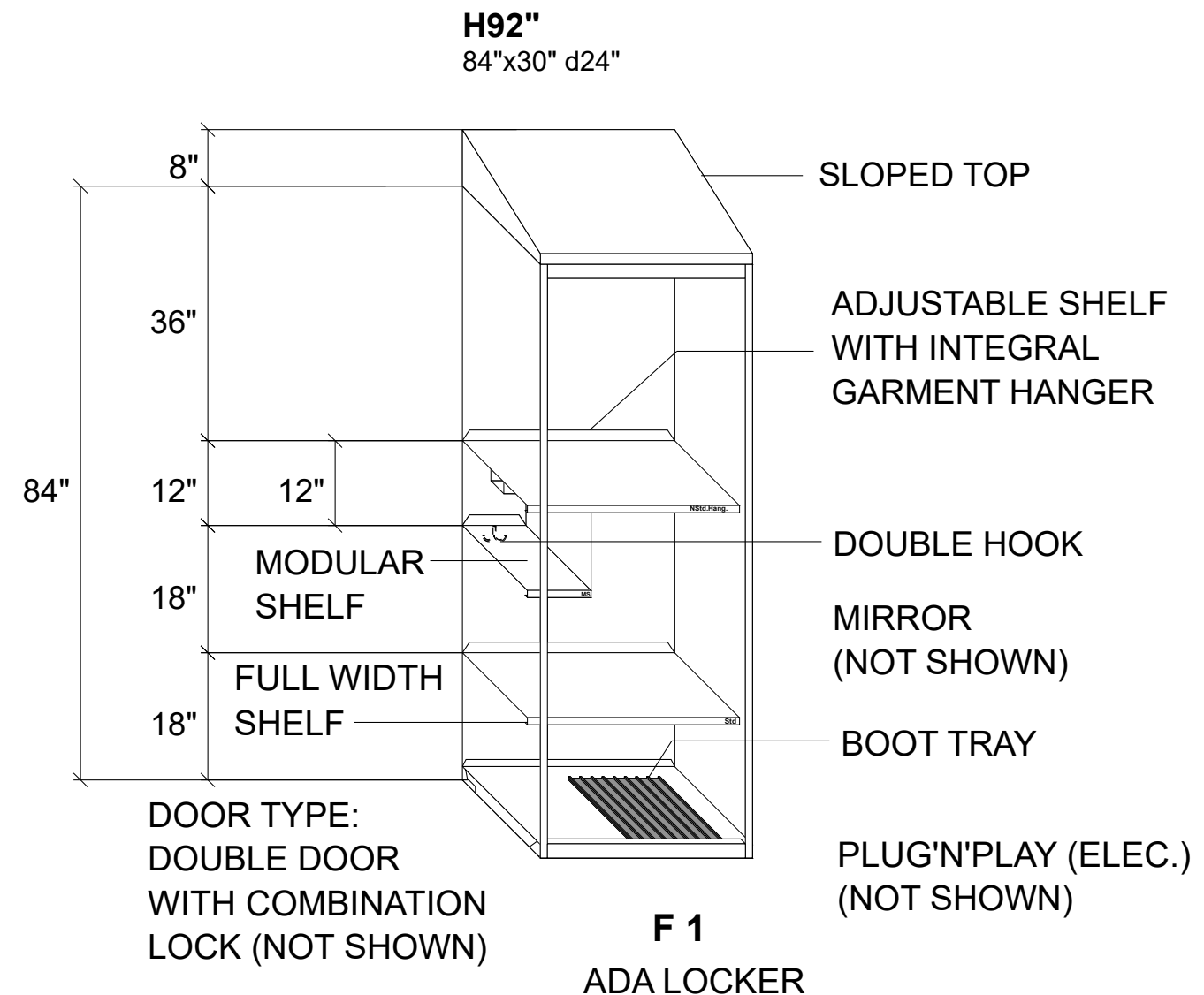
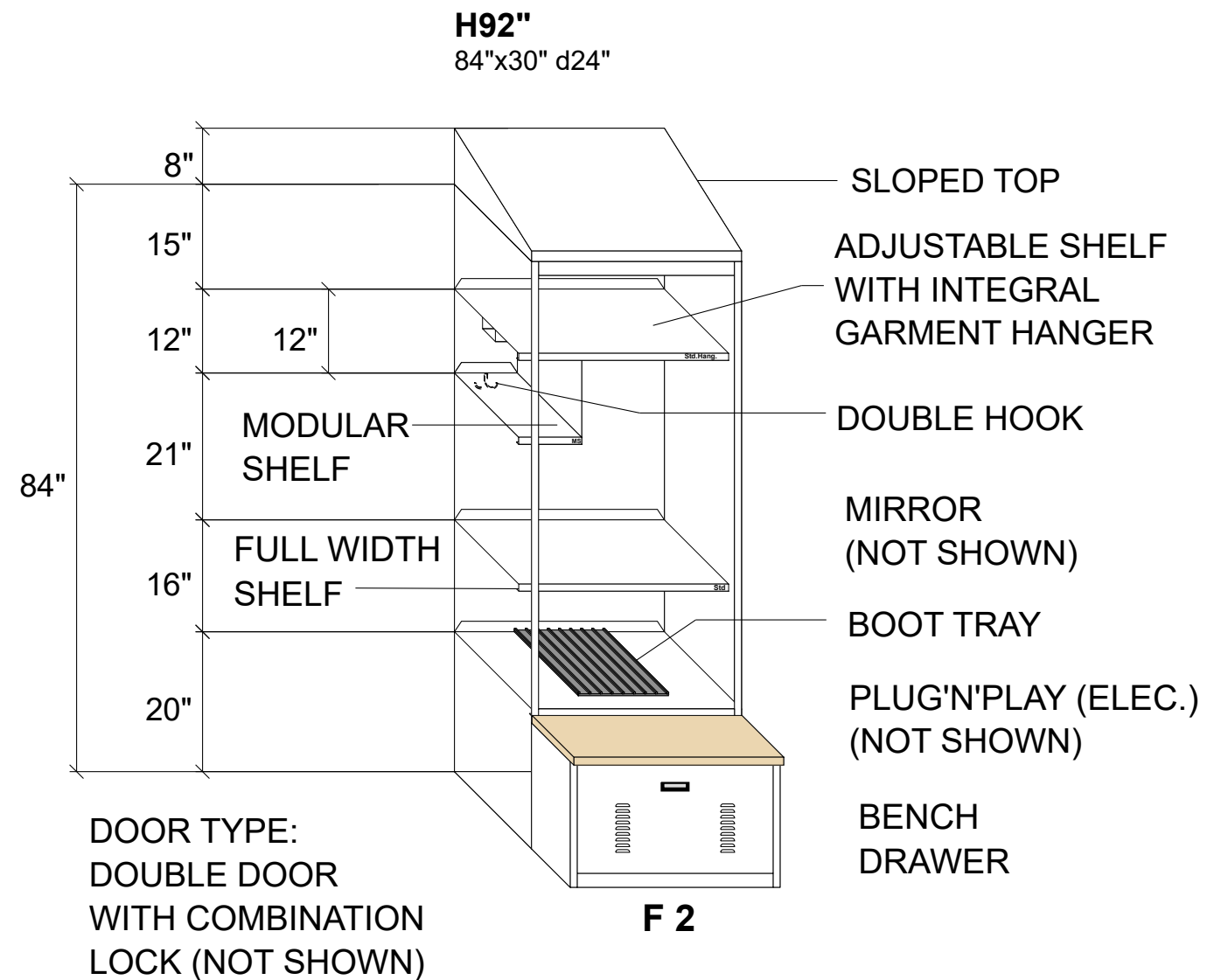


ELEVATION - EVIDENCE LOCKERS

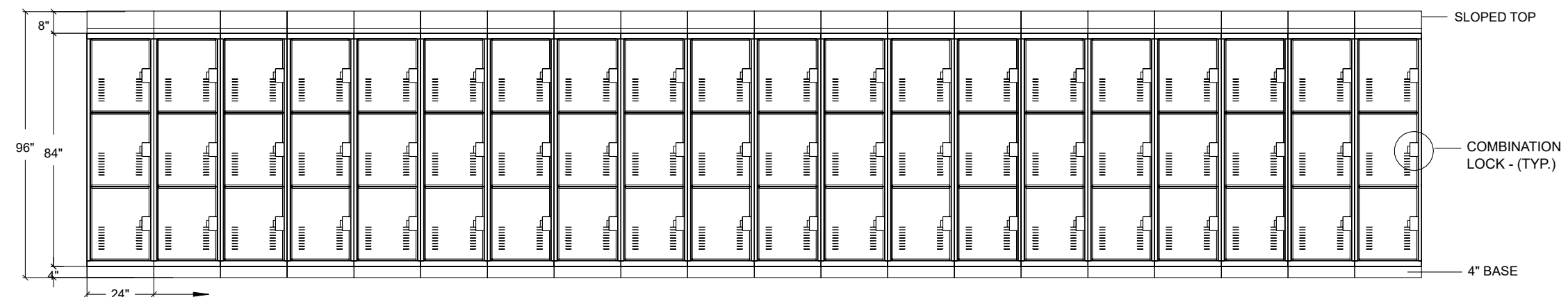
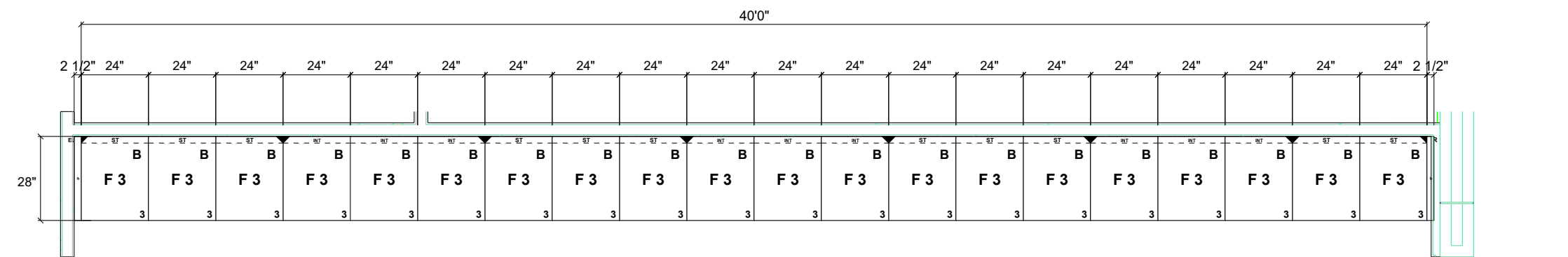


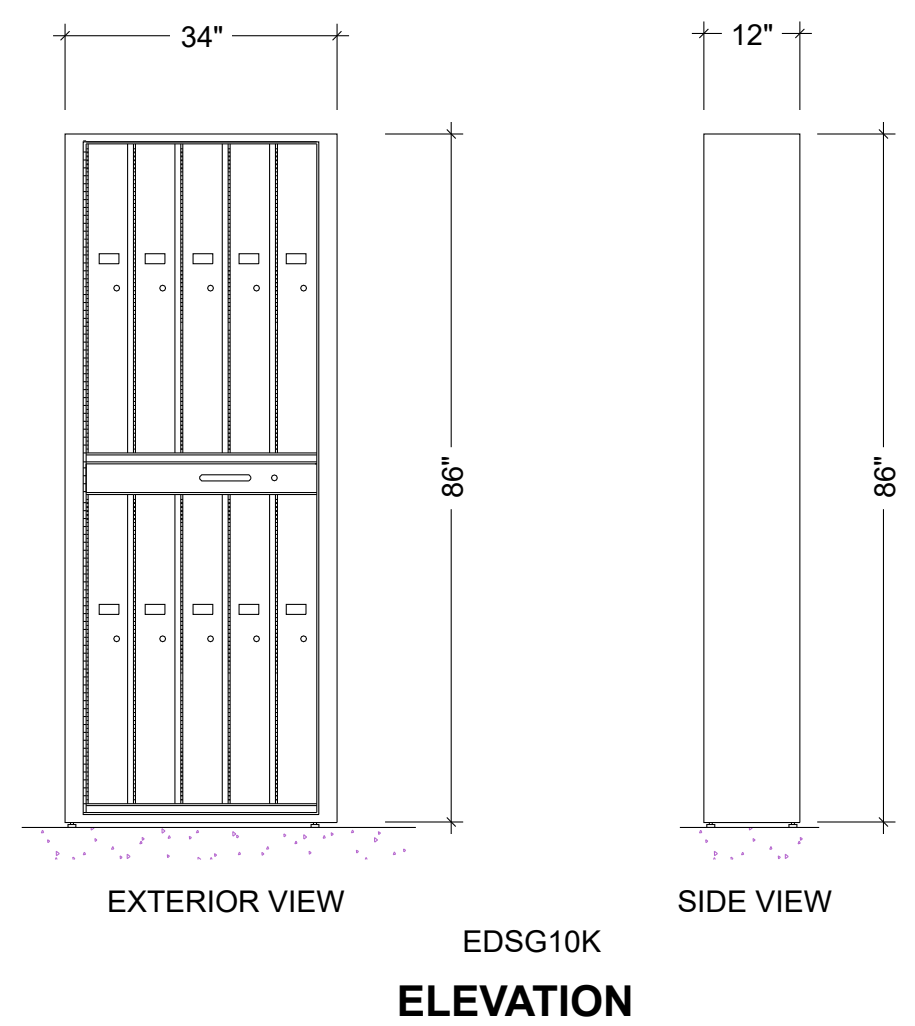
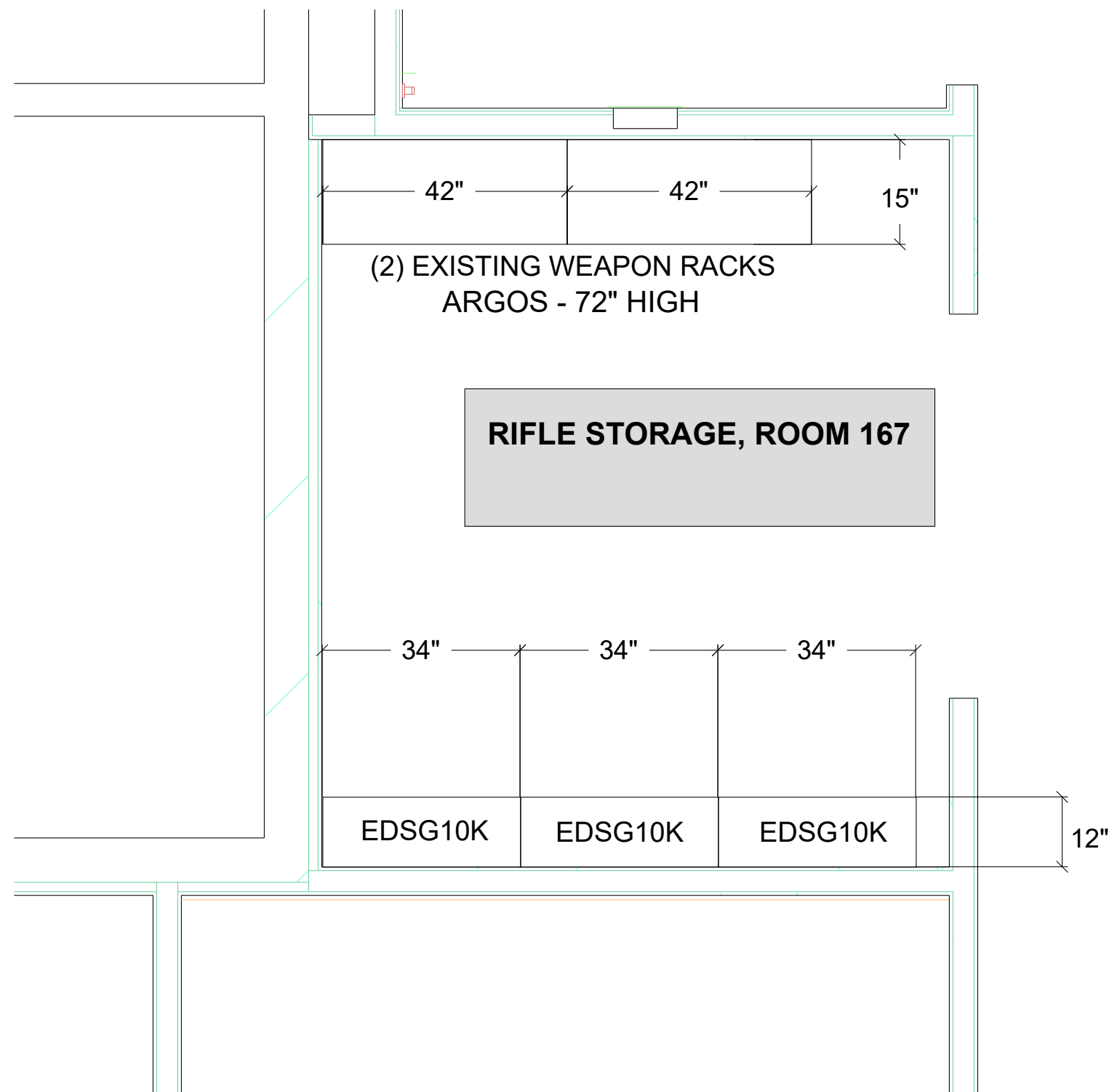
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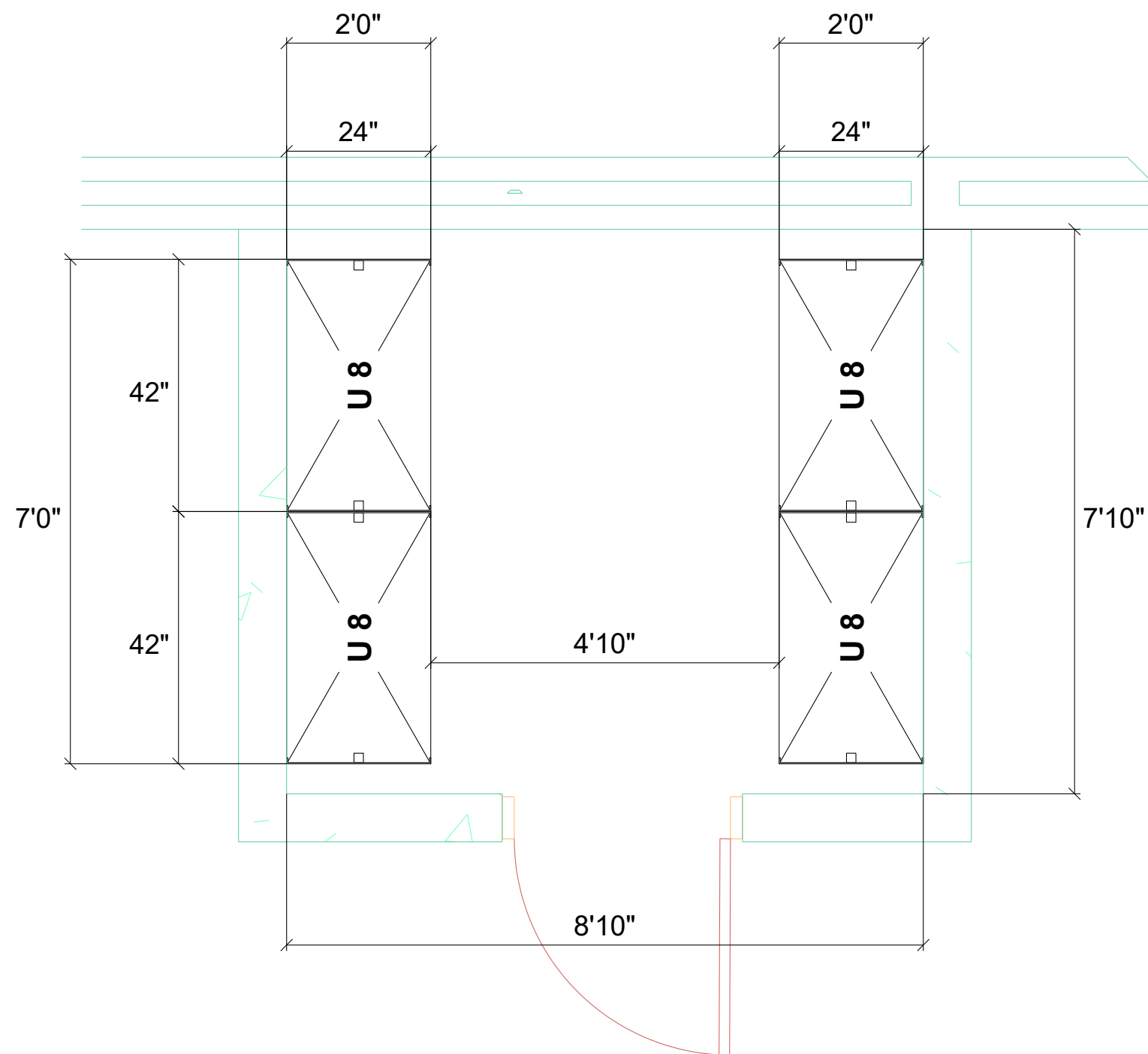


**ELEVATION (INTERIOR VIEW)**

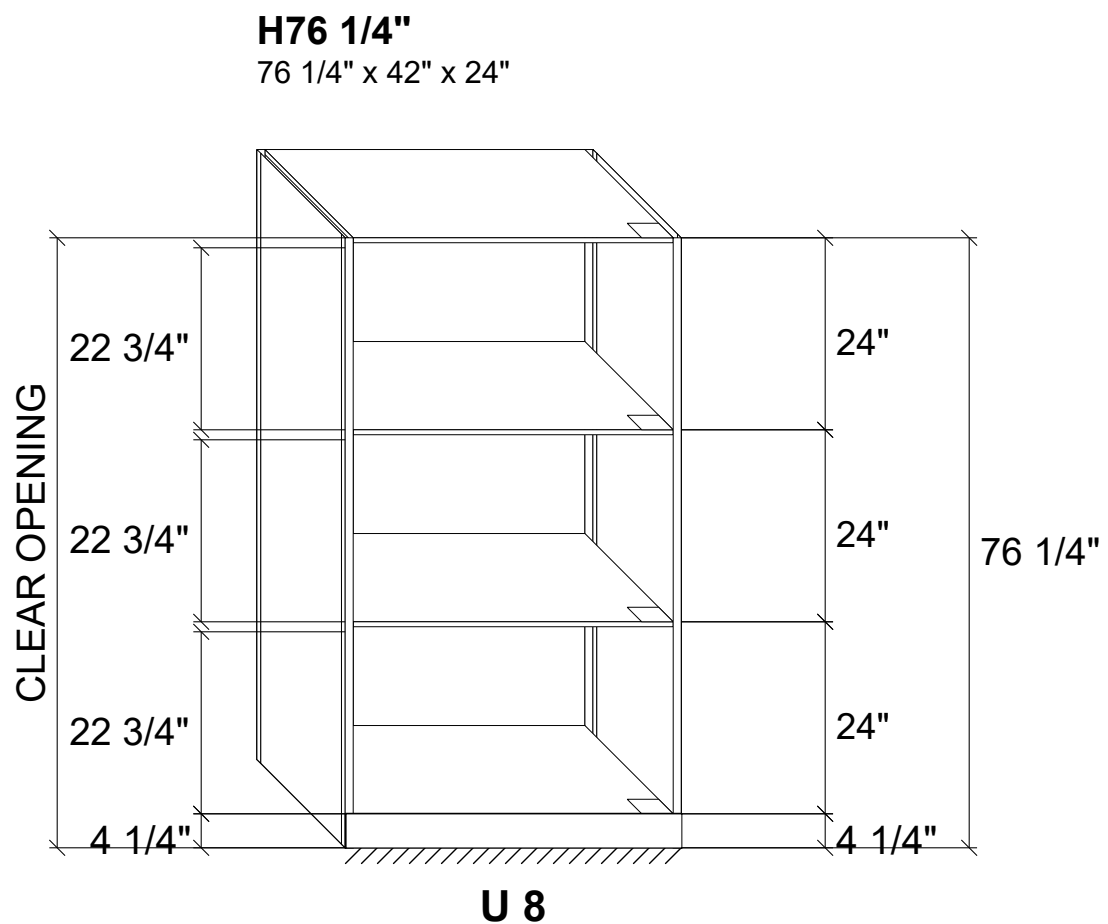




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		Rep: BRADFORD, DAVE	Drwn by: RM Sheet No: 8 of 12



# SWAT STORAGE



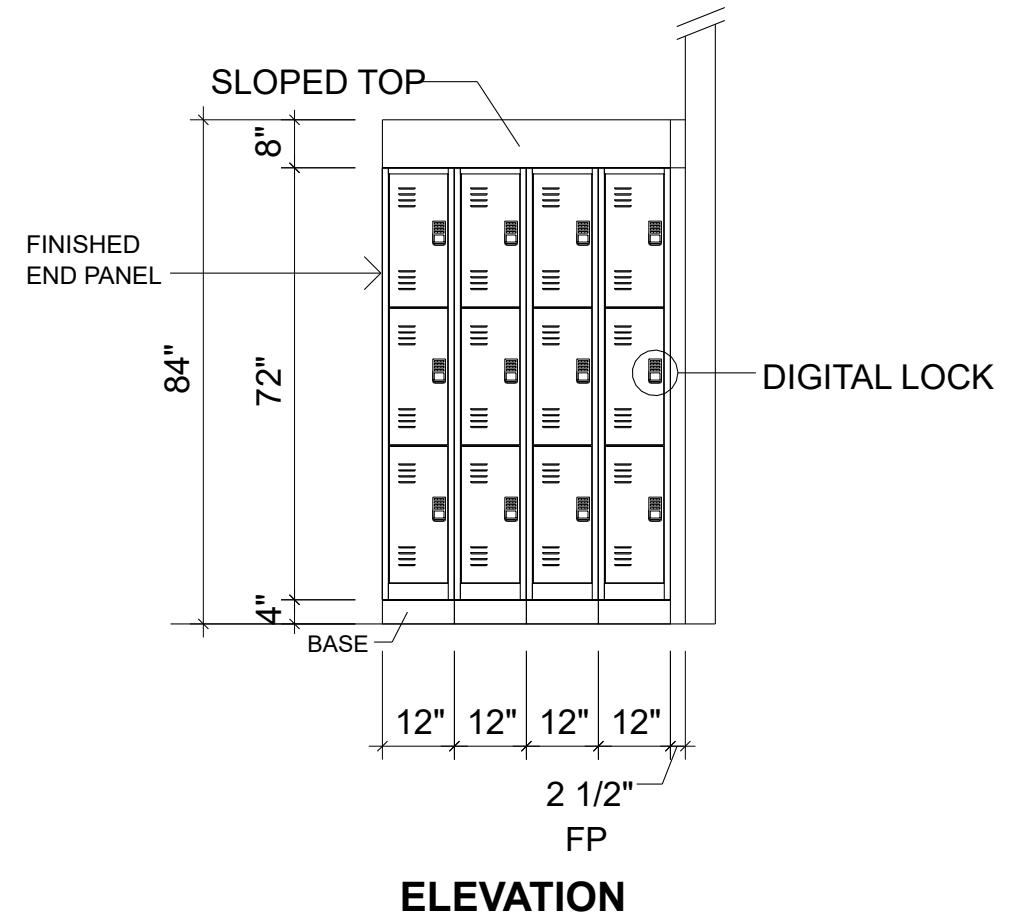
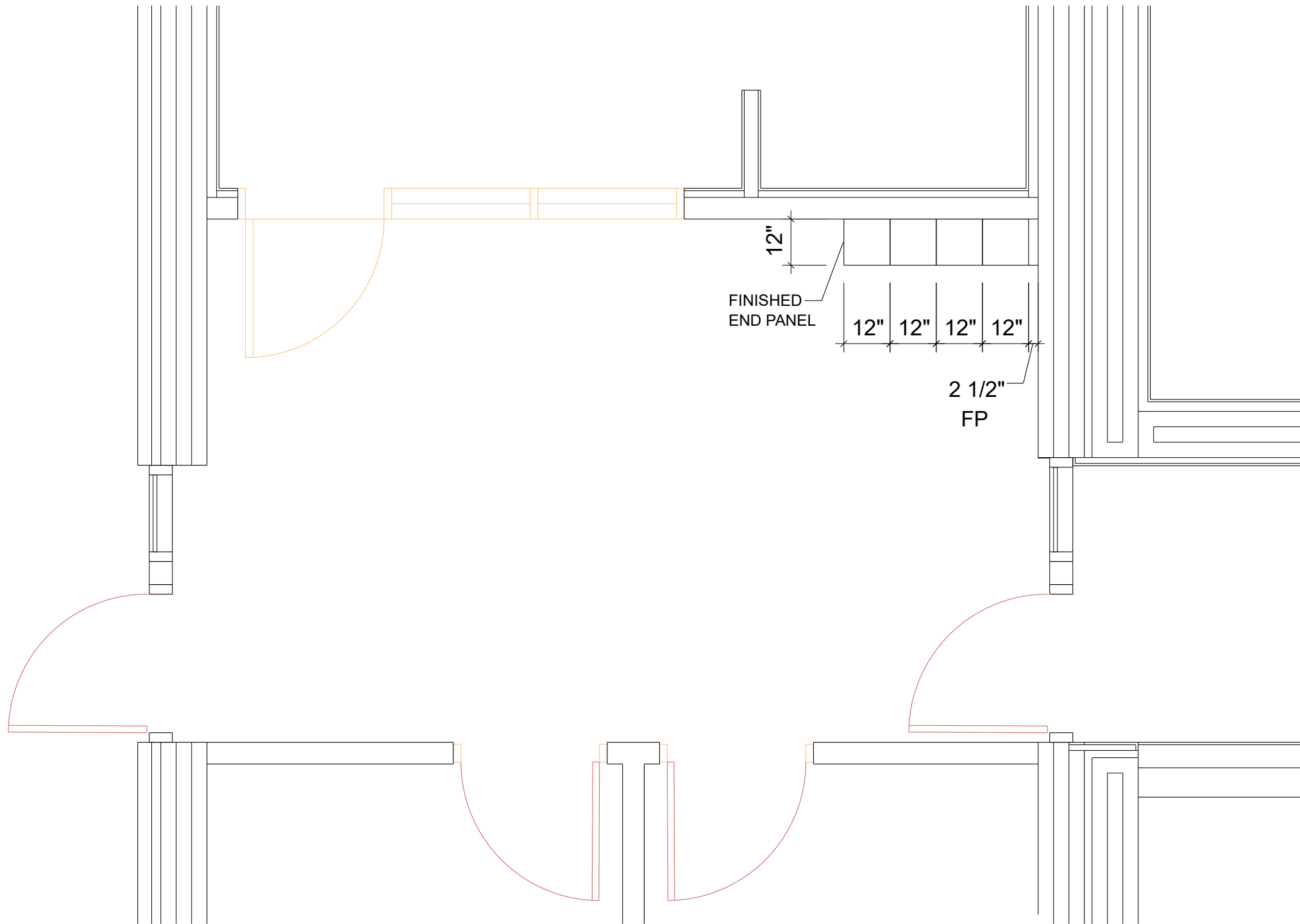
## ELEVATION

SWAT STORAGE, ROOM 194

[illegible]The logo for Bradford Systems features the word "BRADFORD" in a bold, sans-serif font, with vertical lines of varying heights passing through each letter. Below "BRADFORD" is the word "SYSTEMS" in a smaller, all-caps, sans-serif font. At the bottom of the logo is the tagline "Smart. Storage. Solutions." in a smaller, sans-serif font.

## ST. CHARLES PD - NEW FACILITY

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PLAN VIEW - COMMUNITY RESTITUTION VESTIBULE 144



Project Name:

ST. CHARLES PD - NEW FACILITY

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Saved Date:

11/13/2018

Project No:

23315

Printed Date:

11/13/2018

Revision:

11-08-2018

Scale:

3/8" = 1'

Total Actual LFI:

9801 LFI

Rep:

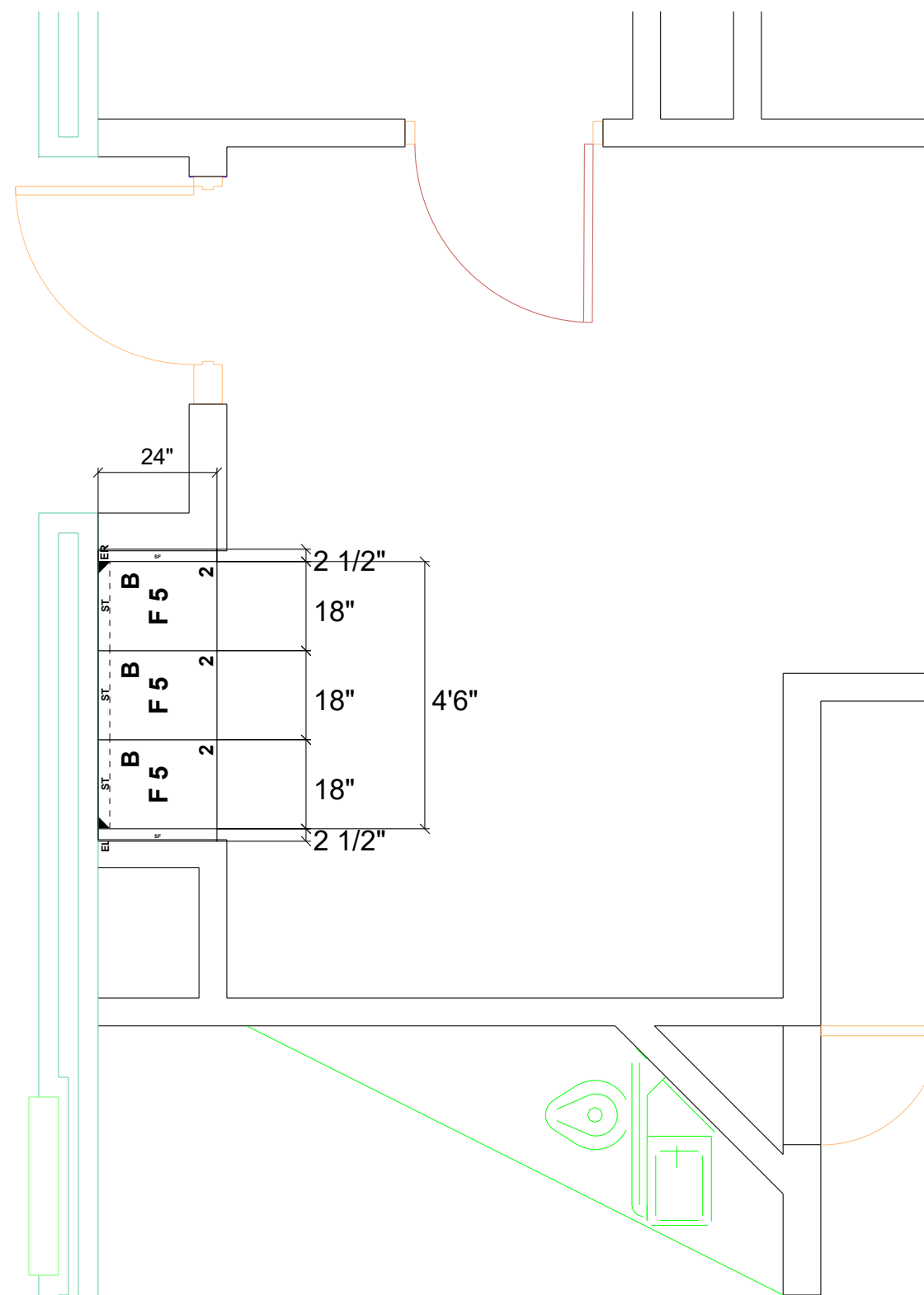
BRADFORD, DAVE

Drwn by:

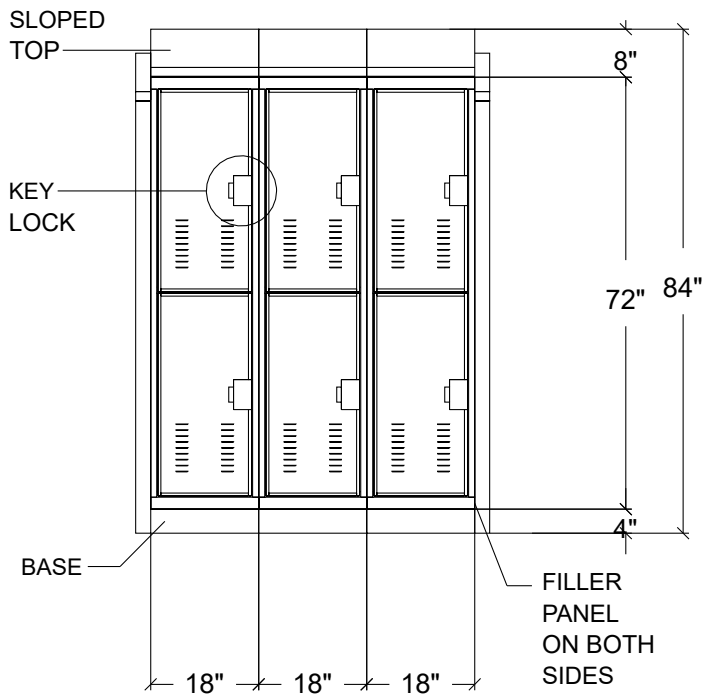
RM

Sheet No:

11 of 12



PLAN VIEW - DETENTION152



ELEVATION



Project Name: <b>ST. CHARLES PD - NEW FACILITY</b>		Saved Date: 11/13/2018	Project No: 23315
		Printed Date: 11/13/2018	Revision: 11-08-2018
Copyright © 2018 Bradford System Corporation. This material is proprietary and confidential, and the disclosure reproduction by photography, film, blueprint or otherwise or incorporation into any information retrieval system without first receiving written approval from Bradford System Corporation is expressly prohibited by law.		Scale: 3/8" = 1'	Total Actual LFI: 9801 LFI
		Rep: BRADFORD,DAVE	Drwn by: RM Sheet No: 12 of 12