

# **1063 Block Project**

## **WSP Regulatory Clarifications**

### **January 15, 2014**

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**The following outlines / clarifies specific standards and requirements required by Washington State Patrol within areas of the 1063 Building project.**

#### **WSP Latent Prints - Room P20.4; Photo Lab**

Delete the requirements for the FBI standards for this space. Please see the discussion that should be supplementary to the Room Criteria sheet for this space

In our situation, our staff is trained to take their own photographs of impressions developed on evidence. What NIJ recommends doesn't fit our needs. We need two smaller photography studios next to each wet lab space. If each photography studio was 12' x10' that would be adequate. This space would need controlled lighting, so no windows and a way to control the lighting (standard switch) and no carpet.

#### **WSP Latent Prints - Room P20.5, Shower / Locker Room**

Delete the requirements for the Federal Requirements for this space. Please see the discussion that should be supplementary to the Room Criteria sheet for this space

The shower locker room space needn't be anything but a single shower with 6 or so lockers (furnished / installed by owner). This space is needed for our crime scene response team members so they have the opportunity to clean/decontaminate themselves after a response.

#### **WSP Latent Prints - Room P20.6, Secured Evidence Storage**

See information below and attached for ASCLAD and CALEA requirements for this space. Please see the discussion that should be supplementary to the Room Criteria sheet for this space

Refer to page 13 in the attachment labeled ASCLD LAB INT 2011 below Accommodation and Environmental Conditions. 5.3.4.1 The laboratory shall have a policy and procedure that addresses laboratory security to ensure that:

Section f) Evidence storage areas are secured to prevent theft or interference and there is limited, controlled access. The storage conditions shall be such as to prevent loss, deterioration and contamination and to maintain the integrity and identity of the evidence. This applies both before and after t examination/ analysis has been performed.

Refer to chapter 84 in the CALEA Manual attachment. 84.1.2 All in-custody and evidentiary property is stored within designated, secure areas with access limited to authorized personnel.

**Commentary:** Administrative and physical security procedures are mandatory to ensure that all property taken into custody and stored by the agency in any manner is properly controlled and protected while in agency custody. Entry to property areas should be controlled to prevent the alteration, unauthorized removal, theft, or other compromise of property stored by the agency and to maintain chain of custody. Some items of in-custody property, by their very nature, require extra protection, security, and handling precautions. Items such as money, precious metals, jewelry, firearms, and drugs are some that should be considered. The agency may set its own guidelines and determine the degree of extra security required. Providing locked containers, such as vaults, lockers, or interior rooms, should satisfy the requirements of the standard. Further restrictions on access to certain areas also enhance security precautions. It is not necessary, however, for each type of item to have its own separate secure area. The will be a owner furnished and installed refrigeration unit requiring standard electrical outlet with no special HVAC requirements.

**1063 Block Project**  
**Tenant Hours of Operation Outline**  
**January 27, 2014**

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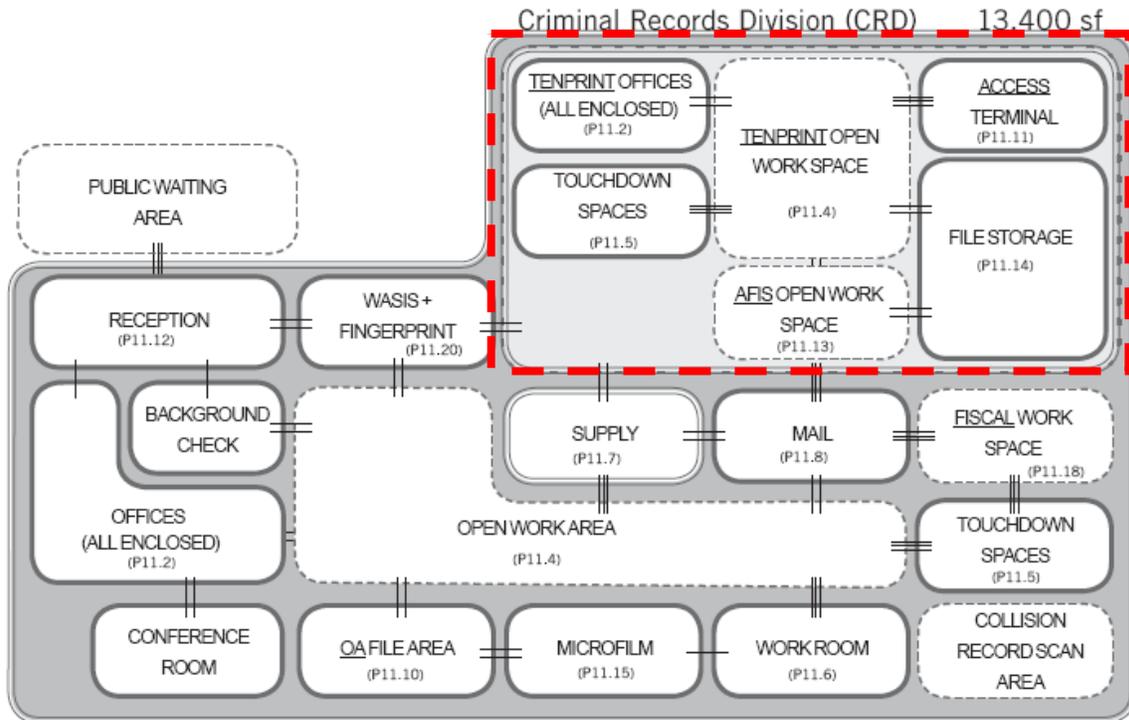
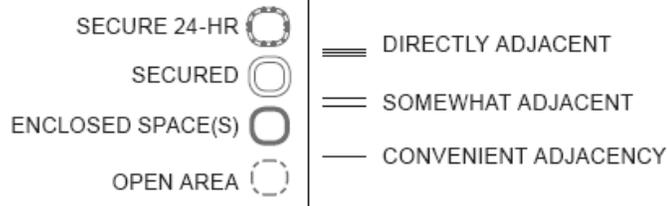
**General Building Hours of Operation:**

- Monday – Friday, 6 AM – 6 PM
- Within areas of the buildings the building systems should have override capabilities to allow tenants to turn on systems after hours that may have shut down.

**Specific Areas of extended Hours are listed below: (extended hours outlined in RED below)**

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- **WSP Criminal Records Division (CRD)**
  - 24 hour operations
  - Expectation is approximately 16 Headcount during after hours. All but 1 employee are within the fingerprint division.
  - Special Accessibility Requirements: no special requirements

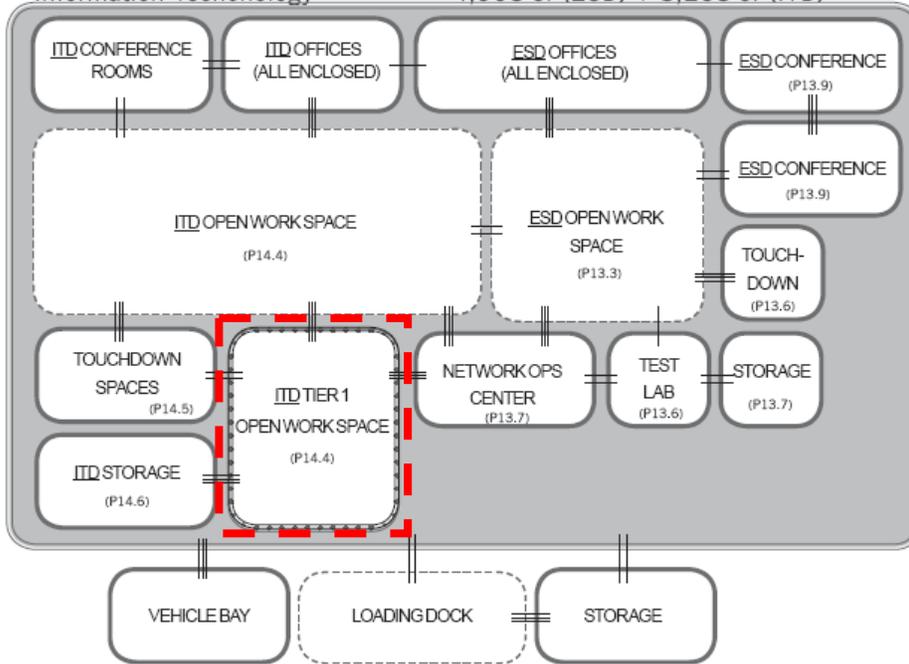


- **Electronic Services (ESD) + Information Technology (ITD)**

- Only ITD space requires limited 24 hour operations
- For ITD Tier 1 Open Work Space P14.4
  - 2 headcount ( ITS 2 or ITS 3) would on graveyard, swing and weekend shift.
  - Additional base program information:
    - As submitted initially ITD requirements for Tier 1 is 10 personnel (adjacent to the ITD Open Work Space), that require a quiet, secure a noise reduction area since they deal with ACCESS switch criminal justice information and Tier 1 is a telephone help desk and are responding to calls during their shift.

Electronic Services +  
Information Technology

4,008 sf (ESD) + 8,268 sf (ITD)



- **Legislative Service Center (LSC)**

- 24 hour operations of equipment within areas noted below.

LSC

4,686 sf

