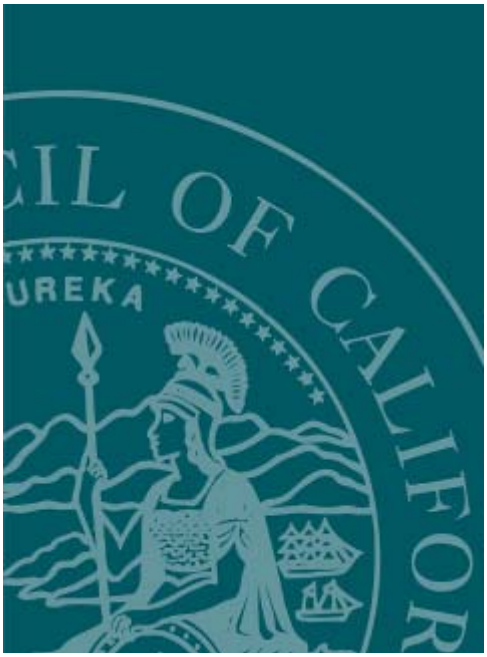

Superior Court of California

County of Shasta

New Redding Courthouse

PROJECT FEASIBILITY REPORT

JULY 1, 2008

ADMINISTRATIVE OFFICE
OF THE COURTS

OFFICE OF COURT CONSTRUCTION
AND MANAGEMENT

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I. EXECUTIVE SUMMARY

A. Introduction

This Project Feasibility Report for the proposed New Redding Courthouse for the Superior Court of California, County of Shasta has been prepared as a supplement to the *Judicial Branch AB 1473 Five-Year Infrastructure Plan Fiscal Year 2009-2010.* This report documents the need for the proposed new facility, describes alternative ways to meet the underlying need, and outlines the recommended project.

B. Statement of Project Need

The proposed new courthouse will accomplish the following immediately needed improvements to the Superior Court and enhance its ability to serve the public:

- Consolidate three unsafe, substandard, and overcrowded facilities that are in poor condition;

- Improve court operational efficiency, access to justice, and overall public service through consolidation of all adult and juvenile court operations in one location, and;

- Expand court services by increasing the capacity for judicial proceedings from 12 to 14 to allow for one new judgeship from Assembly Bill (AB) 159 (Ch. 722, Statutes of 2007) and one new judgeship from proposed Senate Bill (SB) 1150 (Corbett).Superior Court of California, County of Shasta, currently provides services in three existing facilities within the City of Redding: Main Courthouse and Annex, Justice Center, and Juvenile Court. These facilities are currently unsafe, substandard in size, and overcrowded. The main courthouse and annex does not have separate and secure corridors and elevators for staff and judicial officers. Courtrooms in this building range from 844 square feet to 1305 square feet in size, significantly below adopted standards.

Last year the main courthouse and annex served more than 298,179 people. The main courthouse was built in 1956 and the annex was built in 1965. These facilities were intended to serve a dramatically lower capacity. This results in overcrowded and unsafe conditions, and adversely impacts access to the judicial system.

This project—ranked in the Immediate Need priority group in the Trial Court Five-Year Infrastructure Plan adopted by the Judicial Council in April 2008—is one of the highest priority trial court capital-outlay projects for the judicial branch.

C. Options Analysis

The AOC and the court examined two facility development options to provide adequate space for court functions in Shasta County:

- Project Option 1: Construct a new courthouse with 14 courtrooms;
- Project Option 2: Renovate and Expand the Existing Main Courthouse and Annex

Project Option 1, construct a new courthouse with 14 courtrooms, is the recommended alternative.

In addition to evaluating project options, two methods for delivering the new facility were evaluated based upon the ability to meet programmatic needs and provide the best economic value:

- Finance/Delivery Option 1: State Financing—Design-Build Contracting
- Finance/Delivery Option 2: Performance Based Infrastructure (PBI)

Financing Option 1, State Financing—Design-Build Contracting, is the preferred option.

D. Recommended Option

The recommended project is to construct a new courthouse in Redding. The New Redding Courthouse project potentially has valuable economic opportunities through possible donated land or reduced land costs. Both the City of Redding and the County of Shasta have expressed interest in partnering with the State to develop the new courthouse. A copy of a City of Redding Resolution and a County Letter of Intent are included in Appendix C.

A space program for the proposed project, which has been created in collaboration with the court, outlines a need for approximately 173,351 Building Gross Square Feet (BGSF). Based on a site program developed to accommodate the new facility, a site of approximately 7.0 acres is needed for the courthouse. This option is recommended as the most cost-effective solution for meeting current and mid-term needs of the court.

This project will consolidate 3 existing facilities containing 12 courtrooms. In addition, the project will allow consolidation of 2 new judgeships to be housed in 2 temporary modular buildings, one of which is currently under construction.

The estimated project cost to construct the 14-courtroom courthouse using a traditional design/bid/build process is $209.187 million, without financing and including land costs. These costs are based on constructing a four-story building with a basement. The facility would be supported by 420 staff and public surface parking spaces, and 20 secure parking spaces at the basement level. The specific building design and plan will be dependent on the final site selected and may vary in the number of floors, provision of a basement, and use of a mechanical penthouse. The building design will be determined in the preliminary plan phase of the project.

Preliminary project schedules have been developed assuming that funding is included in the 2009–2010 State Budget Act. This schedule is based on a design-build form of project delivery. Escalation and market conditions are estimated to be 8 percent of the total construction cost and are included in the project cost estimate. In the current schedule, the acquisition phase will occur from July 2009 to July 2011, preliminary planning will occur from August 2011 through February 2012, working drawings will be generated from February 2012 through September 2012, and construction will begin in September 2012 with completion scheduled for December 2014. Impact on the trial court and the AOC's support budgets for FY 2009–2010 will not be material. It is anticipated that this project will impact the AOC facilities operations and trial court

support budgets in fiscal years beyond the current year as possible one-time and ongoing costs are incurred.

II. STATEMENT OF PROJECT NEED

A. Introduction

The court facilities serving Shasta County are decentralized, have severe security problems, are overcrowded, and have many physical condition problems. The court facilities need to be consolidated into a single, secure, and physically appropriate building.

B. Transfer Status

Under the Trial Court Facilities Act, negotiations for transfer of responsibility of all trial court facilities from the counties to the state began July 1, 2004. AB 1491 (Ch.9 Statutes of 2008)was enacted and extends the deadline for completing transfers to December 31, 2009. However, it is felt that most counties will endeavor to complete transfers prior to September 30, 2008 in order to avoid financial penalties. Transfer status for each existing facility is provided in Table 1.

TABLE 1
Existing Redding Facilities Transfer Status

Facility	Location	Owned or Leased	Type of Transfer	Transfer Status
Main Courthouse & Annex	1500 Court Street	Owned	Transfer of Responsibility	Underway
Justice Center	1655 West Street	Owned	Transfer of Responsibility	Underway
Juvenile Court	2680 Radio Lane	Owned	Transfer of Responsibility	Underway

Note: Only facilities directly affected by the project are listed.

C. Project Ranking

Since 1998, the AOC has been engaged in a process of planning for capital improvements to California's court facilities. The planning initiatives have gradually moved from a statewide overview to county-level master planning to project-specific planning efforts. On August 25, 2006, the Judicial Council adopted a new, simplified policy for prioritizing trial court capital-outlay projects, entitled *Prioritization Methodology for Trial Court Capital-Outlay Projects* (the methodology).

In April 2008, the Council adopted an updated trial court capital-outlay plan (the plan) based on the application of the methodology. The plan identifies five project priority groups to which 152 projects are assigned based on their project score (determined by existing security, physical conditions, and access to court services). All projects within each group will have the same priority for implementation. Should there be a lack of sufficient funding—within a given capital project funding cycle—to fund all qualifying Immediate Need funding group projects, further project selection will be based on additional subcriteria:

- Rating for security criterion;
- Economic opportunity; and

- Replacement or consolidation of disparate small leased or owned space that corrects operational inefficiencies for the court.

The New Redding Courthouse project meets the requirements of the all three of these criteria as described as follows:

Rating for Security Criterion**:** Security ratings are based on the 2004 Review of Capital Project—Prioritization rating for security. These scores range from a low of 0 to a high of 80. The New Redding Court project has a combined security rating of 73 out of 80, the highest possible rating.

Economic Opportunity**:** Consideration of economic opportunity allows for projects that have documented capital or operating savings for the state. The New Redding Courthouse project has potential valuable economic opportunities. Both the City of Redding and the County of Shasta have indicated their interest in partnering with the State on the construction of a new courthouse in Redding. Such a partnership could result in donated land or reduced land costs. See Appendix C for copies of documents from the City of Redding and County of Shasta regarding these economic opportunities.

Consolidate Disparate, Small Spaces: This project will consolidate 3 existing facilities into one facility thereby improving operational efficiencies and access to justice.

This project—ranked in the Immediate Need priority group in the Trial Court Five-Year Infrastructure Plan adopted by the Judicial Council in April 2008—is one of the highest priority trial court capital-outlay projects for the judicial branch.

D. Current Court Operations

Superior Court of California, County of Shasta, is principally located in or near downtown Redding. One remote courtroom is in a County shared facility located in the town of Burney, approximately 50 miles east of Redding.

The main courthouse and annex contain nine courtrooms which handle a full range of calendars, including criminal, civil, family law, dependency, probate, traffic, and small claims. All jury trial departments for Shasta Superior Court are located in the main courthouse and annex. In addition to the nine courtrooms, one hearing room is used for unlawful detainers, detentions, traffic arraignments, and small claims. This facility houses all administrative and support functions for the court. The main courthouse also houses the Marshal's office[1].

The Justice Center has two courtrooms and is part of the main County jail. These courtrooms are primarily used for all felony matters from arraignment through trial setting. The Justice Center is located directly adjacent to the main courthouse and annex.

[1] The marshals are court employees and provide perimeter and court security services. Unlike most courts that contract for these services, the Shasta court elected to provide these services directly. Only two other courts in the State provide similar services: San Benito and Trinity.

The Juvenile Court has one courtroom and is located in Redding approximately 3 miles south of the main courthouse. The Juvenile Court is co-located with the County Juvenile Hall, and primarily hears delinquency cases and a portion of the probate calendar. The juvenile court judge also hears mental health matters in a County facility located near Juvenile Hall.

The Burney Branch Court is operated as a part-time court, although staffed full-time. Court sessions are held one day per month. The court shares space with the County Sheriff's office. The court has jurisdiction over misdemeanor, infraction, juvenile infraction, unlawful detainer and small claims cases. This court is unaffected by the proposed project and will remain open.

Currently under construction is a temporary modular building with one courtroom located in the parking lot adjacent to the Justice Center. This building will house one SB 56 (Ch.390, Statutes of 2006) new judgeship. Another temporary modular building with one courtroom will be constructed in the parking lot adjacent to the Courthouse Annex. This building will house one AB 159 new judgeship. Both of the temporary courtrooms will consolidate to the proposed new Redding Courthouse upon completion.

E. Demographic Analysis

Encompassing over 3,850 acres of land, Shasta County is a mixed rural and suburban county located at the north end of the Sacramento valley. Over 60 percent of Shasta's population lives in the county's three incorporated cities: Redding, Anderson, and Shasta Lake. Redding is the largest City in the County with a population of over 90,000.

Per the Department of Finance, the population of Shasta County grew by 10 percent from 1990 to 2000. Growth has slowed over the last several years, averaging approximately 1 percent annually. The population of Shasta County is projected to grow substantially over the next forty two years, from approximately 164,794 in 2000 to 331,724 in 2050, representing an increase of 101 percent. Table 2 summarizes the population projections.

TABLE 2
Population Projections in Ten-Year Increments for Shasta County, 2000 to 2050

	2000	2010	2020	2030	2040	2050
Total County Population	164,794	191,722	224,386	260,179	295,281	331,724

Source: State of California, Department of Finance, *Population Projections for California and Its Counties 2000-2050*, Sacramento, California, July 2007.

F. Judicial Projections

Current and projected Judicial Position Equivalents (JPEs)[2] determine the number of current and future courtrooms needed by each court. Projected JPEs are determined by the *Update of the Judicial Workload Assessment and New Methodology for Selecting Courts with Subordinate*

[2] JPEs are defined as the total authorized judicial positions adjusted for vacancies, assistance rendered by the court to other courts, and assistance received by the court from assigned judges, temporary judges, commissioners, and referees.

Judicial Officers for Conversion to Judgeships as submitted to the Judicial Council in February 2007.

The assessment project provides an estimate of current judicial need through the application of a workload methodology adopted by the Judicial Council in August 2001. On February 23, 2007, the Judicial Council approved an updated workload assessment identifying 361 currently-needed new judgeships. Of these 361 currently-needed new judgeships, the first 50 were authorized for funding in FY 2006–2007 by SB 56 (Ch. 722, Statutes of 2007), the second 50 were submitted in FY 2007–2008 for legislative approval AB 159 still to be authorized for funding), and the last 50 are proposed in SB 1150 (Corbett).[3]

Shasta currently has 10 Authorized Judicial Positions and 2 commissioners. One commissioner is assigned to a hearing room in the main courthouse. The court also has 1 full-time assigned judicial position. It is anticipated that the assigned judicial position will be replaced by the new judgeship coming from proposed SB 1150 (Corbett). Table 3 below provides information used to determine the near-term need for this project, including the current JPEs, AB 159 new judgeships, and the proposed SB 1150 new judgeships. The upcoming fiscal years allocations are based on the update to the assessment project approved by the council in February 2007.

TABLE 3
Current and Projected JPEs (Including Proposed New Judgeships)

Location	Current JPEs	AB 159	Proposed SB 1150	Future Growth	Total JPEs	Basis for Proposed Project
New Redding Courthouse.....	12	1	1	3	17	14
Countywide	12	1	1	3	17	

Because funding is only available for current need plus the new judgeships, no future growth courtrooms are included in this project. Shasta is scheduled to receive 3 future JPE's from the next 211 future new judgeships. Future expansion to accommodate this growth is assumed to take place on the proposed surface parking area.

G. Existing Facilities

Three existing facilities containing twelve courtrooms are directly affected by this project, including the main courthouse and annex, Justice Center, and Juvenile Court. These facilities are currently unsafe, substandard in size, and overcrowded.

A summary of the affected facilities is shown below in Table 4.

[3] The remaining 211 new judgeships identified as a current need per the updated workload assessment are on hold pending future legislative action.

TABLE 4
Existing Facilities in Redding

Facility	Location	Number of Existing Courtrooms Affected by This Project	Departmental Square Footage Occupied by the Court	Court Space as a Percentage of Total Building Square Footage
Main Courthouse and Annex	1500 Court Street, Redding	9	47,804	60%
Justice Center	1655 West Street, Redding	2	9,337	7%
Juvenile Court	2680 Radio Lane, Redding	1	1,607	7%
Total Existing Courtrooms and DGSF		**12**	**58,748**	

The court functions listed in Table 4 are located within buildings shared with County uses. The functional square footage of space currently occupied by the court is 58,748. The square footage required for the new 14 courtroom project is 112,128 Departmental Gross Square Feet (DGSF) or 173,351 (BGSF). This represents a shortfall of 53,380 DGSF to meet the current and near-term needs of the court based on the space program developed and shown in Appendix B.

Last year the main courthouse and annex served more than 298,179 people. The main courthouse was built in 1956 and the annex was built in 1965. These facilities were intended to serve a dramatically lower capacity.

The existing facilities contain numerous deficiencies relative to access and efficiency, security, and Americans with Disabilities Act (ADA) accessibility which creates impediments to the administration of justice. Specific issues with the existing facilities are summarized as follows:

Security:

- Judges do not have secure elevators to move between floors. They must use the public stairs and elevators creating significant security concerns. Recently, a judge was followed onto an elevator by a defendant that he had sentenced.

- Four judges must share restroom facilities located in jury deliberation rooms. When juries are deliberating, the judges are forced to use the public restrooms, creating critical security concerns.

- Hallways are small and cramped. Overflow waiting areas become congested and unsafe.

FIGURE 1
Typical Overcrowded Hallway and Courtroom Waiting

- Court facilities at the Justice Center do not have secured judges parking. Judges utilize undesignated spaces within the public parking lot. Visiting judges often must resort to using metered street parking.

- Entrances to several judges' chambers are only accessible through crowded public hallways.

- Five of the nine courtrooms in the main courthouse and annex do not have adjacent holding cells. Prisoners are escorted through public corridors to reach these courtrooms.

FIGURE 2
Prisoner Being Escorted in Public Corridor

- None of the courtrooms in the main courthouse have secure areas for prisoners. Prisoners are seated in jury boxes to await their case.

- The courthouse has no attorney-client interview rooms. Attorneys and clients must use the public hallways to discuss confidential matters.

FIGURE 3
Attorney – Client Meetings Conducted in Hallways Due to Lack of Space

Access and Efficiency:

- Courtroom audience areas are too small for the volume of cases being heard.

- Courtrooms in the main courthouse are significantly smaller than adopted standards. Size of courtrooms vary and range between 844 square feet to 1,305 square feet.

FIGURE 4
844 Square Foot Courtroom is Half of Standard Size

- The following exemplifies the inadequacies of staff support space in the main courthouse as compared with current design standards:

  - The main courthouse has no "employee only" restrooms. Public restrooms do not have a sufficient number of fixtures to meet the needs of both staff and the public.

  - Clerks' offices lack sufficient space for adequate active file storage. Most files are kept off-site in a leased facility which needs to be accessed at least twice per day.

  - Clerks' offices are small and have inadequate space for public queuing. Lines often spill into already overcrowded hallways.

  - The courthouse does not contain a lactation room as required by law. Reasonable accommodations are made for nursing mothers by temporarily vacating private offices.

  - The courthouse does not have sufficient space for employee break rooms. Makeshift spaces have been established in public areas.

- Space within the main courthouse does not allow for children's waiting rooms.

- Space in the main courthouse lobby is very small and it cannot accommodate the number of security screening stations needed to handle the volume of people entering the building. On average, 1,200 people per day pass through the security screening station. During peak times, lines frequently form outside of the only entrance to the courthouse with security screening.

FIGURE 5
Long Line Outside Main Courthouse Entrance
Due to Lack of Space for Adequate Security Screening Stations

- Due to the age of the main courthouse building, energy consumption is extremely high primarily due to large window walls with single pane windows. HVAC systems cannot reliably control appropriate comfort levels given the temperature extremes experienced in the Redding climate.

- Two courtrooms on the third floor have glass window walls that face the public street, creating a severe security issue.

Accessibility:

- The Shasta County Superior Court's Main Courthouse is located on a steep slope with public parking a block below the building. Paths of travel from the street frontage to the front entrance of the building are not ADA compliant.

- Courtroom benches and witness stands in the main courthouse are not ADA accessible. Most jury boxes are not wheelchair accessible.

FIGURE 6
Typical Witness Stand is Not ADA Compliant

Figure 7
Typical Juror's Box is Not ADA Compliant

- The courthouse has two public elevators (built in 1956 and 1994) serving a three story building plus a basement. The older elevator is the only one serving the basement. Breakdowns are frequent, thereby eliminating accessibility to the basement level and potentially rendering wheelchair bound employees and public with only the stairs to use. A wheelchair bound court employee currently works in clerical offices in the basement.

- The size and capacity of the older elevator is substandard. A recent delivery of computer hardware could not fit in the elevator and had to be dismantled for delivery.

- Due to the small elevator capacity, jurors going from the first floor to the second and third floor courtrooms often take the stairs. On February 6, 2007, one such juror collapsed and died from the exertion of climbing three flights of stairs.

III. OPTIONS ANALYSIS

A. Introduction

The purpose of this section is to compare potential options for construction and financing of a new court facility in Redding for the superior court.

B. Project Options

The AOC and the court examined two facility development options to provide adequate space for court functions in Shasta County:

- Project Option 1: Construct a new courthouse with 14 courtrooms;
- Project Option 2: Renovate and Expand the Existing Main Courthouse and Annex.

These options are evaluated based on their ability to provide the space required at good economic value to the state.

Project Option 1: Construction of a New Courthouse with 14 Courtrooms

In Option 1, a building of approximately 173,351 gross square feet will be constructed on a new site with 14 courtrooms and associated support space. With Project Option 1, the existing courthouse will remain in use until the new courthouse is completed and then revert to county use.

The total cost of this option is $209.187 million not including financing costs.

Pros:

- This option, in contrast to Option 2 (Renovation and Expansion), has lower risks to the state in terms of the potential for unidentified costs and schedule delays due to unforeseen existing conditions discovered during construction.

- Unlike Option 2, this option will not incur additional costs for swing space to temporarily house the court.

- This option will not incur extra moving cost to relocate the court to the swing space before construction starts and then back in to the expanded court.

Project Option 2: Renovate and Expand the Existing Main Courthouse and Annex
In this option, the existing main courthouse and annex in Redding would be renovated, reconfigured, and expanded to accommodate the programmatic needs of the court. Currently, the court occupies approximately 55 percent of the total building square footage. Although the court is the majority occupant, the county will retain full ownership of this building and wishes to use the courthouse for county functions after the court vacates the building. The county has no interest in conveying title to the state. Consequently, the AOC has no right to renovate or expand onsite. Cost estimates were not prepared because this option was not considered viable.

C. Recommended Project Option

The recommended option is Option 1. This option provides the best solution for the current court operations at the county's population center in the City of Redding.

The proposed new courthouse will accomplish the following immediately needed improvements to the Superior Court and enhance its ability to serve the public:

- Consolidate three unsafe and overcrowded facilities in poor condition;

- Increase court operational efficiency and improve public service through consolidation of all adult and juvenile court operations in one location in the County of Shasta population center; and

- Expand court services by increasing the capacity for judicial proceedings from 12 to 14 to allow for one approved AB 159 new judgeship and one from proposed SB 1150 (Corbett).

D. Finance/Delivery Options

In addition to the project options, two financial/project delivery alternatives for delivering a new facility were evaluated based on ability to meet the programmatic requirements and provide economic value.

- Finance/Delivery Option 1: State Financing—Design-Build Contracting
- Finance/Delivery Option 2: Performance Based Infrastructure (PBI)

These options are considered based on their short and long-term cost to the state and ability to support AOC objectives for implementing as many capital-outlay projects as possible with limited funds. The costs, advantages, and disadvantages of each option are described below. Each option will ultimately result in the state owning the real estate asset, and will provide a new court facility that meets the needs of the court and is appropriately sited to meet the requirements of both the state and the local community.

Finance/Delivery Option 1: State Financing—Design/Build Contract for the Development and Delivery of a New Courthouse

This alternative provides the new facility by contracting with a firm for the design and construction of the new courthouse.

In this option, the state would select and purchase a site. The state would contract with a design team to create, at minimum, a set of project criteria to include bridging documents, performance specifications and a detailed building program. Once the building criteria are set, the state would then select and enter into contract with a single firm for design and construction. The state will fund the project and the selected contractor will manage the design and construction of the new facility according to AOC specifications.

In this alternative the state would pay directly for site acquisition, preliminary plans, and working drawings phases. The construction phase would then be financed with state tax-exempt financing.

Pros:

- The majority of the costs to the state—the cost of the construction phase—are distributed over 30 years; amortizing the cost of the new courthouse.
- Having the contractor on board at the onset will save time in the project schedule. The design/build process typically is completed in a shorter period of time, which results in cost savings.
- This option provides the opportunity to financially review the project throughout the design process. The contractor will be an active team member beginning in the preliminary plans phase and available to assist the design team in careful evaluation of the cost impact of design decisions.
- The design team is a part of the contractor's team, eliminating the potential for disagreements on the design as the project moves into the construction phase.
- The mechanical, electrical, and plumbing final design can be provided by the subcontractors, which further eliminate potential disagreements and conflicts once construction begins. These subcontractors can assist in the same financial review process described above.
- The overall total development cost is lower than the PBI option because the state can borrow money at a lower interest rate than a private developer can.

Cons:

- The state assumes essentially all risks associated with developing the project.

- Outside peer review typically is not provided on a design/build project; however, OCCM staff has the expertise to provide this service in-house or an outside firm could be hired to perform this service.

- The state assumes all direct responsibility and risks associated with operating and maintaining the building.

Finance/Delivery Option 2: Enter into a Performance Based Infrastructure (PBI) Agreement for Delivery and Operation of a New Courthouse

In this option, the state would enter into an agreement with a private sector special purpose entity (PBI developer) to design, build, finance, operate and maintain the court facility for a specific term. The state would own the land and building from the outset and would enter into a service agreement with the PBI developer to design, build, finance, operate and maintain the facility. This option provides the state an opportunity to receive a new, modern court facility in an expedited fashion with minimal initial capital costs. The total cost of the project is distributed over the term of the agreement, during which time the state would make annual service payments covering the initial development and on-going operational costs. The PBI developer could also include non-court space in the facility, which could be used in the future by the court for expansion.

The AOC would perform a financial analysis of the project to determine if a positive value to the State would result using a PBI approach. Only after such a value-for-money was demonstrated would the Administrative Office of the Courts proceed with such an approach. Performance Based Infrastructure costs could not be estimated at this time. The annual service payment will be subject to negotiations as part of the PBI agreement.

Pros:

- A Performance Based Infrastructure approach shares the investment, risk, responsibility, and rewards of the proposed project between government and private sector participants. Many risks are transferred over the life of the service agreement to the PBI developer, which is better able to mitigate such risks than the state.

- Components are bundled (design, construction, financing, operation and maintenance) resulting in integrated, efficient service delivery. The PBI developer is the single point of contact for the procurement and delivery of all services under the agreement.

- Performance Based Infrastructure integrates the costs of maintenance with performance requirements over the lifetime of the building. The service agreement payments would be conditioned on the building performance meeting certain operational standards.

- Shifting long-term operations and maintenance responsibilities to the PBI developer creates incentive to ensure initial construction quality and durability as the private partner will be responsible for operations and maintenance costs for many years.

- There could be no immediate capital costs to the state; the entire project development cost would be financed by the PBI developer.

- The project may be completed in a shorter amount of time. The PBI developer has strong incentive to complete the project quickly because the revenue stream from the state (service payments) only begins upon occupancy of the building. The PBI approach may result in cost savings of 8 to 10 percent (net present value) over the traditional capital outlay and state operations and maintenance model.

- A new court facility could be combined with other appropriate and compatible non-court justice agency or commercial uses that could provide some subsidy to reduce the state's ownership costs over the term of the agreement.

- Competitive solicitation could give the state the best financing terms and potential for subsidies from redevelopment of current court properties and development of new facilities.

- The state could obtain options to acquire non-court space for future expansion needs, eliminating the current problem of under-building for the future.

- This option provides a means to provide a new facility, within the limited resources currently available, by partnering with private sector expertise for the construction of the new courthouse. AOC staff would ensure that the final design and the subsequent construction of the courthouse meet the requirements stated in the *California Trial Court Facilities Standards* and remedy the inadequacies of the existing facility, and that ongoing operations and maintenance are delivered at a cost effective and asset preserving level.

Cons:

- This option will require the state to enter into a long-term agreement (typically 30 to 35 years) with the PBI developer for an amount sufficient to amortize the development, construction, and annual operations and maintenance costs of the new facility.

- The financing cost component of the service payment will be higher than in Option 1.

In comparison to the State Financing—Design/Build option, the Performance Based Infrastructure option will have lower initial costs, because the state will not have to pay the upfront costs of delivering the facility. A developer may be able to construct a building more quickly than the public sector, and the shorter construction schedule will reduce cost escalation. However, in the long term, financing costs on a privately financed project could result in higher overall costs.

E. Recommended Finance/Delivery Option

The recommended financing/project delivery alternative is to develop the project using Finance/Delivery Option 1: State Financing—Design/Build. With this option, the state will enter

into an agreement with a firm which will team with an architectural firm and associated engineering firms to plan, design, and construct the new courthouse. This option has been recommended for mid- to large-sized projects that will draw the interest of several design/build firms providing a competitive bidding environment in communities where design/build is a common practice. For larger projects, the potential cost savings that result from a shorter schedule make this approach worthwhile even though there is some loss of direct control over the design process.

The AOC is currently pursuing a PBI approach for the New Long Beach Courthouse, the State and the AOC will be evaluating the success of this project and potential cost savings in the future.

IV. RECOMMENDED PROJECT

A. Introduction

The recommended solution to meet the court's facilities needs in Shasta County is to construct a new courthouse. The following section outlines the components of the recommended project, including project description, project space program, courthouse organization, parking requirements, site requirements, design issues, estimated project cost and schedule, and estimated impact on the court's support budget.

B. Project Description

The proposed project includes the design and construction of a New Redding Courthouse for the Superior Court of California, County of Shasta. The proposed new building will be approximately 173,351 BGSF. The project replaces and consolidates three existing facilities and will include 14 courtrooms; court support space for court administration, court clerk, court security operations and holding; and building support space. Twenty secured judicial parking spaces, sally port, and prisoner holding will be located at the basement level. Accommodation of these spaces will be determined as most economical and functional based on actual site and conditions (soil, water table) for the selected available property. 420 parking spaces to support staff, visitors, and jurors will be provided in surface parking.

C. Space Program

Space needs are based on the program provided in the master plan and recently confirmed by the court. The revised space program is based on the *California Trial Court Facilities Standards* (the standards). The overall space program summary is provided in Table 5.

TABLE 5
Space Program Summary for the New Redding Courthouse

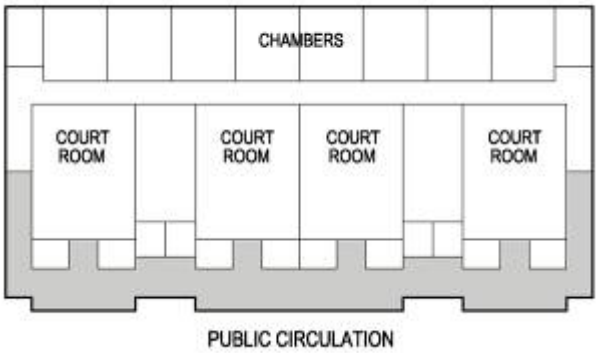
Division	Projected Staff		Projected Square Feet
Court Administration	46		8,965
Courtroom and Judicial Support	47		4,393
Courtsets/Judiciary	42		56,885
Criminal Division	22		5,098
Traffic Division	14		2,665
Civil/Family/Juvenile Division	27		9,561
Family Mediation Unit	16		3,323
Court and Building Operations	46		21,241
Total Staff and Departmental Gross Square Feet	**260**		**112,128**
Interdepartmental Circulation/Restrooms/Bldg. Support		25%	28,032
Basement Component			19,980
Building Envelop/Mechanical/Electrical		10%	13,211
Total Building Gross Square Feet			**173,351**

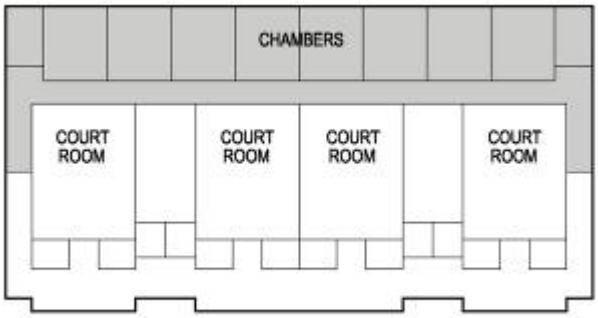
Detailed program data is provided in Appendix B.

D. Courthouse Organization

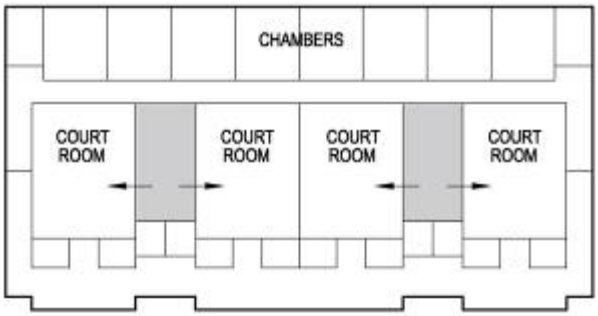
Per the *California Trial Court Facilities Standards*, courthouses that hear criminal cases require three separate and distinct zones of public, restricted, and secured circulation. The three zones of circulation shall only intersect in controlled areas, including courtrooms, sallyports, and central detention. Figure 8 illustrates the three circulation zones.

FIGURE 8
Three Circulation Zones





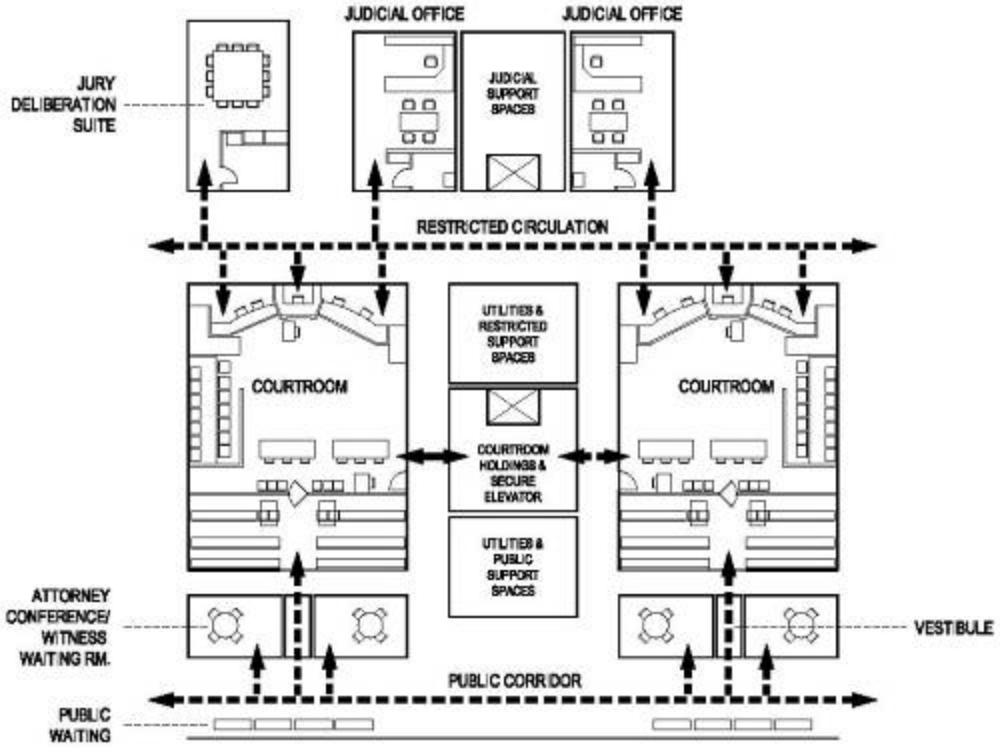
RESTRICTED CIRCULATION



SECURED CIRCULATION

The court set includes courtrooms, judicial chambers, chamber support space, jury deliberation room, witness waiting, attorney conference rooms, evidence storage, and equipment storage. A restricted corridor connects the chamber suites with staff offices and the secure parking area. Adjacent to the courtrooms is the secure courtroom holding area, accessed via secured circulation. Figure 9 illustrates how a typical court floor should be organized.

FIGURE 9
Court Floor Organization



E. Site Selection and Requirements

The selection of an appropriate site for the new courthouse is a critical decision in the development of the project. Several factors, including parking requirements, the site program, site selection criteria, site availability, and real estate market analysis will be considered in making a final site selection.

1. Parking Requirements

Currently, most court staff and judicial officers park in County owned lots located between the Justice Center and the main courthouse. Additional parking for staff, visitors, and jurors occurs on surface parking lots owned by the County located south of Court Street or utilize on-street parking spaces.

Parking for visitors, staff, and jurors was calculated at 30 spaces per courtroom. The AOC has a parking study underway which will result in recommended parking standards for court facilities statewide. The parking required for this project will be reevaluated during the site acquisition phase.

2. Site Program

A site program was developed for the recommended option of a new courthouse in the City of Redding. The site program is based on an assumed building footprint, onsite parking, and site elements such as loading areas, refuse collection, and outdoor staff areas.

The building footprint is based on preliminary space allocation per floor. The site calculations include the building footprint, site elements, landscaping, and site setbacks. The calculation of site acreage needed has been done on a formula basis, which assumes a flat site. The approach does not take into account any environmental factors, topographic features, or other unique characteristics of a site, and thus should be viewed as a guide to site acreage requirements. Most importantly, it should be noted that the site has been sized to accommodate growth of three future JPEs.

Table 6 below delineates that a minimum site area of approximately 7.0 acres has been identified to accommodate the needs of the courthouse.

TABLE 6
Site Program

Site Component	Project Need	Comments
Structures		
Court Footprint	42,589	4-story building with a basement and penthouse
Total Structure	42,589	
Site Elements		
Loading Bay	960	Assume 2 @ 12' x 40' (Depressed to exterior basement level)
Refuse/Recycling Collection	288	Assume 12' x 24' (Depressed to exterior basement level)
Emergency Generator	200	
Bicycle Parking Area	60	
Outdoor Staff Area	250	
Total Site Elements	1,758	
Parking		
Secure Judicial Parking	-	Locate at basement level
Visitor/Staff/Juror Parking	420	30 per courtroom, surface parking
Total Parking Area	147,000	Assume 350 SF per space
Total Site Requirements		
Structures	42,589	
Site Elements	1,758	
Parking	147,000	
Subtotal Site Requirements	191,347	
Vehicle/Pedestrian Circulation	38,269	20% of site
Landscaping/Setbacks	66,972	35% of site
Total Site Requirements	**296,588**	
Total Acreage Requirements	**6.81**	Total Site Required

While the property identified by the City of Redding for donation only contains 4.0 acres, larger alternative sites may be become available in the future as a result of redevelopment activity near City Hall.

3. Site Selection

A site has not been recommended for the new courthouse. Once initial funding for the project is secured, the AOC will develop a list of sites to be considered by the project's local Project Advisory Group and to which approved site selection criteria will be applied (per Rule 10.184(d) of the California Rules of Court and subject to final approval by the Administrative Director of the Courts). The site selection/site acquisition process—for all trial court capital projects—is outlined in the *Site Selection and Acquisition Policy for Court Facilities* approved by the Judicial Council of California on June 29, 2007.

F. Design Criteria

Per the *California Trial Court Facilities Standards*, California court facilities shall be designed to provide long-term value by balancing initial construction costs with projected life cycle operational costs. To maximize value and limit ownership costs, the standards require architects, engineers, and designers to develop building components and assemblies that function effectively for the target lifetime. These criteria provide the basis for planning and design solutions. For exact criteria, refer to the standards approved by the Judicial Council on April 21, 2006.

G. Sustainable Design Criteria

Per the *California Trial Court Facilities Standards*, architects and engineers shall focus on proven design approaches and building elements that improve court facilities for building occupants and result in cost-effective, sustainable buildings. All courthouse projects shall be designed for sustainability and, at a minimum, to the standards of a LEED ™ "Certified" rating. Depending upon the project's program needs and construction cost budget, projects may be required to meet a higher standard. At the outset of the project, the AOC will determine whether the project will participate in the formal LEED certification process of the United States Green Building Council.

For additional criteria, performance goals, and information on energy savings programs please refer to the *California Trial Court Facilities Standards*.

H. Provision for Correction of Seismic Deficiencies and Disposition of Property

When a facility has been rated seismically deficient, neither title nor responsibility can be transferred until provision is made for correction of the deficiency except when transfer occurs in accordance with SB 10 (Ch. 44, Statutes of 2006) which was enacted in August 2006. At this time, no agreements as to specific provision for correction of a seismic deficiency have been fully negotiated or executed. Provisions that may be made in lieu of seismic retrofit of an existing building may include participation in a joint powers authority organized for the purpose of funding earthquake related damage in a building with a level V seismic rating, or some other financial arrangement acceptable to the Judicial Council of California and the California Department of Finance.

I. Estimated Project Cost

The estimated project cost to construct the recommended courthouse project is $209.187 million, without financing and including land costs. This is based on a project of approximately 173,351 gross square feet with 420 surface parking spaces and 20 basement level secure parking spaces. The specific building design and plan will be dependent on the final site selected and may vary in the number of floors, provision of a basement, and use of a mechanical penthouse. The building design will be determined in the preliminary plan phase of the project.

Construction costs for the courthouse are estimated to be $189.925 million and include site grading, site drainage, lighting, landscaping, drives, loading areas, vehicle sally port, and parking spaces. Construction costs include allowances for furniture, fixtures, and equipment (FF&E) and data, communications, and security. Construction costs are escalated to the start and midpoints of construction based on 8 percent annual escalation (5 percent escalation and 3 percent market conditions).

Project costs are added to the construction costs and include fees for architectural and engineering design services, inspection, special consultants, geotechnical and land survey consultants, materials testing, project management, CEQA due diligence, property appraisals, legal services, utility connections, and plan check fees for the state fire marshal and access compliance.

Cost criteria include the following:

- The total project cost[4]—without financing costs—is $209.187. For the courthouse, total cost by project phase includes: Acquisition Phase at $6.996 million, Preliminary Plans Phase at $4.585 million, Working Drawings Phase at $7.680 million, and Construction Phase at $189.925 million.

- The actual costs could change, depending on the economic environment and when the actual solution is implemented. The estimates were created by applying current cost rates and using a best estimate of projected cost increases.

- The estimate is based on a hypothetical building; it does not represent a specific construction type, the use of specific building materials, or a predetermined design. The analysis is based on a series of set performance criteria required for buildings of similar type and specifications.

- The estimates do not include support costs such as utilities and facilities maintenance.

J. Project Schedule

Preliminary project schedules have been developed assuming that funding is included in the 2009–2010 State Budget Act. This schedule is based on a design/build form of project delivery.

[4] The total project cost, which has been provided by the Cumming Corporation, Inc., has been escalated to the mid-point of construction and has been based on the construction schedule provided in Section IV of this report.

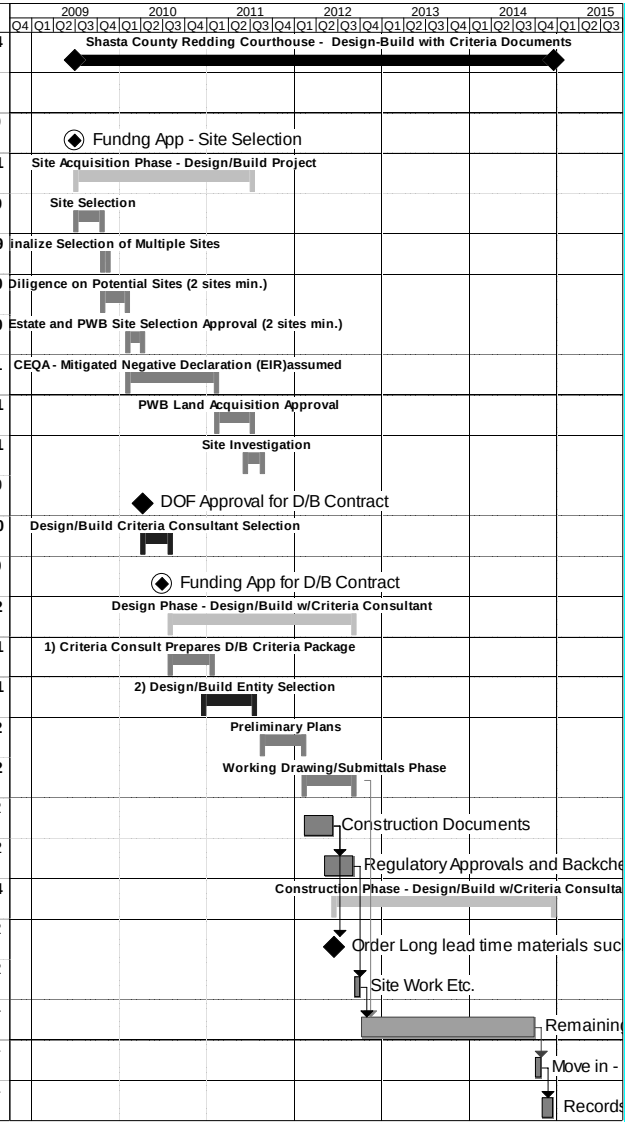
Proposed Project Schedule

Land Acquisition (including CEQA)	July 2009–July 2011
Preliminary Plans	August 2011–February 2012
Working Drawings	February 2012–September 2012
Construction	September 2012–December 2014

The project schedule is provided in Figure 10.

FIGURE 10
Project Schedule

ID	Name	Duration in Working Days	Start	Finish
2	**Shasta County Redding Courthouse - Design-Build with Criteria Documents**	**1429 days**	**Wed 7/1/09**	**Thu 12/18/14**
3				
4	App. Funding for Site Select. & Acquisition FY 09-10	0 days	Wed 7/1/09	Wed 7/1/09
5	**Site Acquisition Phase - Design/Build Project**	**527 days**	**Mon 7/6/09**	**Mon 7/11/11**
6	**Site Selection**	**81 days**	**Mon 7/6/09**	**Fri 10/23/09**
24	**Finalize Selection of Multiple Sites**	**16 days**	**Mon 10/26/09**	**Mon 11/16/09**
27	**Due Diligence on Potential Sites (2 sites min.)**	**75 days**	**Mon 10/26/09**	**Fri 2/5/10**
36	**DGS/Real Estate and PWB Site Selection Approval (2 sites min.)**	**45 days**	**Mon 2/8/10**	**Fri 4/9/10**
43	**CEQA - Mitigated Negative Declaration (EIR)assumed**	**265 days**	**Mon 2/8/10**	**Fri 2/11/11**
53	**PWB Land Acquisition Approval**	**106 days**	**Mon 2/14/11**	**Mon 7/11/11**
63	**Site Investigation**	**51 days**	**Mon 6/13/11**	**Mon 8/22/11**
66	DOF Approval to Proceed w ith Design/Build Contra	0 days	Fri 4/9/10	Fri 4/9/10
68	**Design/Build Criteria Consultant Selection**	**81 days**	**Mon 4/12/10**	**Mon 8/2/10**
67	App. Funding for Design/Build FY 11-12 (Fixed Da	0 days	Thu 7/1/10	Thu 7/1/10
75	**Design Phase - Design/Build w/Criteria Consultant**	**549 days**	**Tue 8/3/10**	**Fri 9/7/12**
76	**1) Criteria Consult Prepares D/B Criteria Package**	**125 days**	**Tue 8/3/10**	**Mon 1/24/11**
82	**2) Design/Build Entity Selection**	**151 days**	**Tue 12/21/10**	**Tue 7/19/11**
96	**Preliminary Plans**	**124 days**	**Tue 8/23/11**	**Fri 2/10/12**
105	**Working Drawing/Submittals Phase**	**150 days**	**Mon 2/13/12**	**Fri 9/7/12**
106	Construction Documents	90 days	Mon 2/13/12	Fri 6/15/12
107	Regulatory Approvals and Backcheck (SFM, DSA)	90 days	Mon 5/7/12	Fri 9/7/12
108	**Construction Phase - Design/Build w/Criteria Consultant**	**655 days**	**Fri 6/15/12**	**Thu 12/18/14**
110	Order Long lead time materials such as Steel	0 days	Fri 6/15/12	Fri 6/15/12
109	Site Work Etc.	20 days	Mon 9/10/12	Fri 10/5/12
111	Remaining Construction and FF&E	520 days	Mon 10/8/12	Thu 10/2/14
112	Move in - Acceptance	20 days	Fri 10/3/14	Thu 10/30/14
113	Records Close-out	35 days	Fri 10/31/14	Thu 12/18/14



K. Impact on Court's FY 2009–2010 Support Budget

Impact on the trial court and the AOC's support budgets for FY 2009–2010 will not be material. It is anticipated that this project will impact the AOC and trial court support budgets in fiscal years beyond the current year as certain one-time costs and ongoing costs are incurred. These costs that are directly associated with the construction and commissioning of the new courthouse are included in the estimate of project cost that precedes this section. In the long term, a new facility will be more efficient to operate due to consolidation improved systems and use of space. This will result in lower operating costs when reviewed incrementally. Any existing operational cost savings identified as a result of the new facility will be considered for redirection to offset the ongoing facility operational costs of the new courthouse.

APPENDIX A

A. Executive Summary of the 2003 Master Plan

Introduction

The Lockyer-Isenberg Trial Court Funding Act of 1997 shifted responsibility for funding trial court operations from the counties to the state and established the Task Force on Court Facilities (Task Force) to identify facility needs and possible funding alternatives. It was the overarching recommendation of the Task Force that responsibility for trial court facilities funding and operation be shifted from the counties to the state. The Task Force developed a set of findings and recommendations after surveying the superior court facilities to identify the functional and physical problems of each facility.

In June 2001, the AOC began a capital planning process to develop a facility master plan for each of the 58 trial courts in California. Each master plan was guided by a steering committee or project team composed of members of the local court, county administration, county justice partners, and the AOC. The master plans confirmed the Task Force findings related to physical and functional conditions, refined the caseload projections for each court, considered how best to provide court services to the public, developed judicial and staffing projections, and examined development options for how best to meet goals related to court service, operational efficiency, local public policy, and cost effectiveness.

The Facilities Master Plan prepared for the Superior Court of California, County of Shasta, dated August 2003, built upon the Task Force findings. The goal of the master plan was to develop a practical, cost-effective, 20-year framework for phase facility improvements to meet anticipated operational and service needs. The master plan presented the facilities options and made recommendations.

A synopsis of the 2003 Master Plan is provided here as a reference document.

> The master plan steering committee reviewed each of the new master plan options. After analysis of each option the committee adopted New Option 4, construction of a new courthouse on the property adjacent to the site of the existing courthouse as the best approach to meeting the long-range needs of the court. This selection process included substantial discussions with Shasta County administration.
>
> This option, although the most costly, presents obvious advantages to both the court and the county. The advantages are as follows:
>
> - Allows the court to construct a facility that meets all Judicial Council recommended facility guidelines, provides for internal adjacency needs, and allows for security measures to be integrated into the facility design.
> - Allows for phasing by constructing shell space for future expansion.
> - Enables the court to physically connect to the justice center thereby improving secure in-custody defendant movement from the jail to courtrooms, thus reducing transportation costs to the county.

- Provides space vacated by the court for county use. The existing courthouse and annex facilities, when vacated by the courts, will be available for the county to renovate for the district attorney, probation department and sheriff's office functions that are presently housed in substandard facilities.
- Provides for the physical consolidation of all county justice related services. In addition it will create a cohesive complex of court and county services on one site.

This option will necessitate acquisition of two privately owned office buildings: one is currently occupied by Shasta County Board of Supervisors and CAOs offices, the other houses county information technology. In addition the county will need to relocate the county motor pool that is now in a facility at the intersection of Court and Placer Streets and then transfer this property to the courts. The building across the street from the courthouse currently occupied by county law and justice functions can be demolished for construction of a parking structure. This option will also displace some on-site parking which will need to be replaced.

APPENDIX B

A. Detailed Space Program

Introduction

A detailed space program was developed for the proposed project. The space program included in the 2003 master plan was used as a basis and was updated based on current JPEs projections, current staffing and functions, and an update according to the standards.

The following table is the summary of the program; the following pages include a series of tables with a list of spaces required for each major court component.

Superior Court of California, County of Shasta
Projected Staff and Space Requirements Summary for New Redding Courthouse
Revised 4/11/08 dj

Division or Functional Area	Projected Need		
	Courtrooms	Staff	BGSF
New Redding Courthouse			
Court Administration		46.00	8,915
Courtroom / Judicial Support		47.00	4,368
Court Sets / Judiciary	14	42.00	56,885
Criminal Division Staff		22.00	5,098
Traffic Division Staff		14.00	2,665
Civil/Family/Juvenile Division Staff		27.00	9,561
Family Court Mediation Unit		16.00	3,398
Court and Building Operations		46.00	21,241
Subtotal Staff & Departmental Gross Square Feet	14	260.00	112,128
Interdepartmental Circulation/Restrooms/Bldg. Support [1]		25%	28,032
Basement Component [2]			19,980
Building Envelope/Mechanical/Electrical [3]		10%	13,211
Total Building Gross Area			173,351
BGSF Per Courtroom			12,382

Notes:
1. Includes staff restrooms, public restrooms, public telephones, drinking fountains, janitor's closets, etc.
2. Includes vehicle sallyport, secured judicial parking, Marshal's parking, and storage.
3. Includes telecommunication and electrical closets, mechanical shafts, elevator machine room, etc.

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Court Administration						
Executive Office						
Court Executive Officer	300	1.00		300		
Assistant Court Executive Officer	225	1.00		225		
Court Administrative Managers	140	2.00		280		
Administrative Assistants	80	2.00		160		
Files; 5 drawer lateral	14		6	84		
Reception Waiting Area	60		1	60		
Work/Copy Room	60		1	60		
Fiscal/Comprehensive Collections						
Fiscal Manager	140	1.00		140		
Fiscal Supervisor	80	1.00		80		
Fiscal Analyst	0	0.00		0		
Fiscal Clerk	64	4.00		256		
Collections Supervisor	80	1.00		80		
Collections Analyst	64	19.00		1,216		
Collections Clerk (Assigned to Counter)	48	1.00		48		
Service Counter Area (Collections)						
Counter workstation (assigned-need some privacy)	48		4	192		
Queuing Area	14		16	224		
Workcounter/Form Storage	40		1	40		
Files; 5 drawer lateral	14		38	532		
Work/Copy Room (Fiscal & Collections)	100		1	100		
Human Resources						
Human Resources Manager	140	1.00		140		
HR Analyst	80	2.00		160		
Reception Waiting Area	60		1	60		
Interview/Conference Room	120		1	120		
Work/Copy Room (share with other admin group)	60		0	0		
Secure File Room	100		1	100		
Information Services						
Chief Technology Officer	140	1.00		140		
Integrated Justice System (IJS) Manager	140	1.00		140		
Systems Software Specialist	64	2.00		128		
Network Systems Specialist	64	2.00		128		
Operations Analyst	64	2.00		128		
IS Work Room	120		1	120		
Files; 5 drawer lateral	14		4	56		
IS Secure Equipment Storage	200		1	200		
Legal Services						
General Counsel	225	1.00		225		
Administrative Assistant	80	1.00		80		
Conference Room	120		1	120		
Files; 5 drawer lateral	14		5	70		
Work/Copy Room (share with other admin group)	60		0	0		
Administration Support						
Multi-purpose Conference Room	220		1	220		
Training Room / HR Testing	500		1	500		
Video Conference Room	220		1	220		
Total Court Administration / Support Services		46.00		7,132		1.25

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Courtroom / Judicial Support						
Research Attorney Unit						
Supervising Research Attorney	140	1.00		140		
Attorney - Legal Research	100	4.00		400		
Paralegal	80	1.00		80		
Research Unit Extern	42	3.00		126		
Conference Room/Legal Collection	*220*		*1*	*220*		
Files; 5 drawer lateral	*14*		*4*	*56*		
Court Reporters						
Supervising Court Reporter	120	1.00		120		
Court Reporters	64	14.00		896		
Files; 5 drawer lateral	*14*		*4*	*56*		
Court Reporter Production Area	*100*		*1*	*100*		
Interpreters						
Interpreter Coordinator	80	1.00		80		
Staff Interpreters	64	4.00		256		
Contract Interpreters (shared work area)	14	10.00		140		
Court Services						
Court Operations Supervisor	120	1.00		120		
Appeals Clerk	64	2.00		128		
Case Retention/Exhibits Clerk	64	2.00		128		
Legal Process Clerk	64	2.00		128		
Calendar Unit						
Calendar Coordinator	80	1.00		80		
Shared Support						
Work/Copy Room	120		2	240		
Total Court Administration / Support Services		47.00		3,494		1.25
Department Gross Square Feet					4,368	

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Court Sets / Judiciary						
Court Sets						
Courtroom Large (high-volume traffic, arraignment, misdemeanor, DV/drug, Regional Court)	2,400		4	9,600		
Courtroom Multi-purpose (jury)	1,750		10	17,500		
Subtotal Courtrooms		0.00	14	27,100	32,520	1.20
Jury Suite (2 toilets, kitchenette and closet) [3]	470		8	3,760		
Attorney/Client/Witness Rooms	100		28	2,800		
Law Enforcement Waiting	100		1	100		
Shared Courtroom Holding (2 cells, 1 interview)	140		7	980		
Courtroom Waiting	250		14	3,500		
Courtroom Technology/Equipment Room	40		14	560		
Exhibit Storage Closet	40		14	560		
Total Court Sets		0.00		12,260	14,712	1.20
Judiciary/Courtroom Support[2]						
Judicial Chambers (includes toilet and closet)	400	14.00		5,600		
Judicial Secretaries	80	6.00		480		
Supervising Courtroom Clerks	80	2.00		160		
Senior Courtroom Clerks	64	2.00		128		
Courtroom Clerks (assigned to courtrooms)	0	17.00		0		
Courtroom Clerk (Roving and Unassigned)	64	1.00		64		
Collections Clerk	0	0.00		0		
Chambers Waiting/Reception	*50*		*3*	*150*		
Conference Room/Legal Collection	*240*		*3*	*720*		
Judicial Coffee Alcove	*60*		*3*	*180*		
Copy/Workroom/Supply Alcove	*80*		*3*	*240*		
Total Judiciary		42.00		7,722	9,653	1.25
Total Court Sets / Judiciary		42.00		47,082		
Department Gross Square Feet					56,885	

Footnotes:

1. Each courtroom will have workstations for two clerks; local court culture provides outside workstation for each courtroom clerk.
2. Courtroom support calculated on assumption of three floors of judicial space.
3. One extra jury suite has been included for potential multi-jury trials.

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Criminal Division Staff						
Criminal Division Manager	140	1.00		140		
Supervisor	80	2.00		160		
Criminal Clerks	64	17.00		1,088		
DUI Court Coordinator	120	1.00		120		
DUI Court Clerk	64	1.00		64		
Specimen Collection Toilet	64		1	64		
Specimen Staging Area	24		1	24		
Service Counter Area (Criminal)						
Counter workstation (unassigned)	48		6	288		
Queuing Area	14		30	420		
Workcounter/Form Storage	60		1	60		
Photocopier/Printers (staff support)	80		1	80		
Public Document Review	100		1	100		
Active Records						
Active Criminal Files; 42" x 7 shelf unit (5 years)	12		75	900		
Active Appeals Files; 42" x 7 shelf unit	12		2	24		
File Scanning Station	40		1	40		
File Staging/Sorting Area	60		1	60		
File Carts	4		6	24		
Copy/Work Room	120		1	120		
Total Criminal Division Staff		22.00		3,776		1.35
Department Gross Square Feet					5,098	

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Traffic Division Staff						
Traffic Division Supervisor	80	1.00		80		
Senior Clerk	80	1.00		80		
Traffic Clerks	64	12.00		768		
Service Counter Area (Traffic)						
Counter workstation (unassigned)	48		5	240		
Queuing Area	14		25	350		
Workcounter/Form Storage	60		1	60		
Photocopier/Printers (staff support)	80		1	80		
Active Records						
Active Traffic Files; 42" x 7 shelf unit	12		6	72		
File Scanning Station	40		1	40		
File Staging/Sorting Area	60		1	60		
File Carts	4		6	24		
Copy/Work Room	120		1	120		
Total Traffic Division Staff		14.00		1,974		1.35
Department Gross Square Feet					2,665	

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Civil/Family/Juvenile Division Staff						
Civil Division Manager	140	1.00		140		
Supervisor	80	2.00		160		
Clerk	64	22.00		1,408		
Civil Settlement/ADR Administrator	120	1.00		120		
ADR Clerk	64	1.00		64		
Alternative Dispute Resolution Center						
Small Claims Mediation Room	120		1	120		
Settlement Conference Room (Large)	*240*		2	480		
Settlement Conference Room (Small)	*120*		2	240		
Caucus/Hearing Room	*400*		1	400		
Reception/Waiting	*150*		1	150		
Service Counter Area						
Counter workstation (unassigned-Civil)	48		6	288		
Counter workstation (unassigned-Family)	48		1	48		
Counter workstation (unassigned-Juvenile)	48		1	48		
Queuing Area	14		40	560		
Workcounter/Form Storage	60		1	60		
Photocopier/Printers (staff support)	80		2	160		
Public Document Review	120		1	120		
Active Records						
Active Civil Files; 42" x 7 shelf unit (5 years)	12		150	1,800		
Active Small Claims Files; 42" x 7 shelf unit	12		4	48		
Active Probate & Family Files; 42" x 7 shelf unit (5 yrs)	12		16	192		
Active Juvenile/Appeals Files; 42" x 7 shelf unit (5 yrs)	12		18	216		
File Scanning Station	40		1	40		
File StagingSorting Area	60		1	60		
File Carts	4		10	40		
Copy/Work Room	120		1	120		
Total Civil/Family/Juvenile Division Staff		27.00		7,082		1.35
Department Gross Square Feet					9,561	

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Family Court Mediation Unit						
Family Court Services Director	140	1.00		140		
Mediators	225	4.00		900		
Supervisor	80	1.00		80		
Family Court Staff	80	4.00		320		
Probate Investigators	80	4.00		320		
File Examiner	64	1.00		64		
Paralegal	64	1.00		64		
Mediation Waiting Area	15		8	120		
Mediation Room	140		1	140		
Workshop Room	340		1	340		
Child Waiting for Family Court Witnesses	150		1	150		
Copy/Work Room	80		1	80		
Total Family Court Mediation Staff		16.00		2,718		1.25
Department Gross Square Feet					3,398	

Functional Area	Unit Area	Projected Need				Grossing Factor
		Staff	Support	NSF	BGSF	
Court and Building Operations						
Public Area						
Entry Vestibule	200		1	200		
Security Screening Queuing	14		25	350		
Weapons Screening Station	250		2	500		
Secure Public Lobby	800		1	800		
Information Kiosk or Counter	64		1	64		
Public Vending Area	100		1	100		
Subtotal Public Area		0.00		2,014	2,115	1.05
Jury Assembly Area						
Jury Coordinator	100	1.00		100		
Jury Assembly Staff	80	4.00		320		
Jury Processing						
Check-in Counter Station	64		3	192		
Queuing Area (25% of jury call)	14		25	350		
Forms Counter (10% of jury call)	5		29	145		
Copier/Printer/Supplies/Active Files	80		1	80		
Jury Assembly/Waiting (assume call of 300)						
General Seating	12		270	3,240		
Computer Carrel (may be replaced by wireless internet system)	20		10	200		
Table Seating	20		20	400		
Vending Area	80		1	80		
Women's Restroom (5 toilets/lactation room)	320		1	320		
Men's Restroom (1 toilets/5 urinals)	200		1	200		
Total Jury Assembly Area		5.00		5,627	7,034	1.25
Self Help Service Center						
Self Help Attorney	120	2.00		240		
Resource Staff	80	2.00		160		
AB 1058 Facilitator	120	2.00		240		
Facilitator Staff	80	2.00		160		
Reception/Waiting Area	14		8	112		
Copy/Printer/Supplies	80		1	80		
Children's Play Area	60		1	60		
Computer Workstation	40		4	160		
Book Shelving	12		6	72		
Work Table w/Four Seats	72		2	144		
Orientation Room	200		1	200		
Total Self Help Service Center		2.00		1,628	1,954	1.20
Court Support						
Mail Processing and Distribution Center	150		1	150		
Case Retention/Exhibits Storage	350		1	350		
Staff Break Rooms [1]	150		6	900		
Staff Lactation Room	64		1	64		
Staff Shower/Restroom (1M/1F)	80		2	160		
Total Court Support		0.00		1,624	1,705	1.05

Related Justice Agency Space						
Multipurpose Rooms (DA, PD, Prob., Health & Human Svc., CASA, etc.)	100		4	400		
Agency Staff Convenience Center	100		0	0		
Volunteer Coordinator	80		0	0		
Total Justice Agency Space		0.00		400	420	1.05
Children's Waiting Room						
Security/Check-in Station	60		1	60		
Reading Area	120		1	120		
Computer Area	40		1	40		
Television Viewing Area	120		1	120		
Clerk/Volunteer Workstation	48	2.00		96		
Supply/Toy Storage	20		1	20		
Restroom w/Diaper Changing	60		1	60		
Sink Counter	24		1	24		
Total Children's Waiting		2.00		540	648	1.20
Court Security Operations/In-custody Holding Support						
Perimeter Security Staff (Marshal's Office - Court Staff)	0	8.00		0		
In-custody Holding Staff (Marshal's Office - Court Staff)	0	18.00		0		
Public Safety Service Officers	0	7.00		0		
Marshal	120	1.00		120		
Sergeant	100	3.00		300		
Hoteling Stations for Marshal's Office	48		11	528		
Central Control Room	200		1	200		
Security Equipment Closet	100		1	100		
Interview/Holding Room (locate near building entry screening)	64		1	64		
Men's Locker/Shower/Toilet Room (Security & Holding Staff)	285		1	285		
Women's Locker/Shower/Toilet Room (Security & Holding Staff)	285		1	285		
Break Room	120		1	120		
Copy/Supply Alcove	60		1	60		
Total Court Security Operations		37.00		2,062	2,474	1.20
In-Custody Holding						
Pedestrian Sallyport	180		1	180		
Control Room	200		1	200		
Staff Restroom (at control room)	60		1	60		
Coffee Alcove (at control room)	40		1	40		
Central Holding						
Group Holding - Male	150		2	300		
Group Holding - Female	150		1	150		
Individual Holding - Male	60		4	240		
Individual Holding - Female	60		2	120		
Group Holding - Juvenile	150		1	150		
Individual Holding - Juvenile	60		2	120		
Court Dressing Room	40		1	40		
Attorney/Detainee Interview Rooms	60		8	480		
Attorney Vestibule/Reception/Waiting	60		1	60		
Booking Station	60		1	60		
Storage Room	60		1	60		
Total In-Custody Holding		0.00		2,260	2,938	1.30

Inactive Records Storage						
Inactive Files/Microfilm Storage [2]	400		1	400		
Total Records Storage		0.00		400	420	1.05
Support for Building Operations						
Loading/Receiving Area	80		1	80		
Central Storage (paper, office supplies, forms, etc)	300		1	300		
Computer Room	250		1	250		
Telecommunications Equipment Room [3]	180		1	180		
Main Electrical Room [3]	180		1	180		
Media Room	150		1	150		
Trash/Recycling Collection Room	80		1	80		
Housekeeping Office/Storage	120		1	120		
Maintenance Equipment Storage/Workshop	120		1	120		
Subtotal Building Operations		0.00		1,460	1,533	1.05
Total Court and Building Operations		46.00		18,015		
Department Gross Square Feet					21,241	

Footnotes:

1. One break room per 40 staff, not including JPE.
2. Storage requirements assume that most archived storage is offsite until funding is available to store in imaged format.
3. Satellite telecommunications and electrical rooms are included in building gross square foot calculation.

Basement Component	Project Need		Comments
Structures			
Ground Level Footprint	8,905	-	
Sallyport and Sheriff's Parking	7,520	-	Bus staging plus 6 secure parking spaces
Sheriff's Transportation Storage	80	-	
Total Structure	16,505	-	
Parking			
Secure Staff Parking	20	-	Judicial officers and key administrative staff (include 3 extra for future JPE)
Total Parking Area	8,400	-	Assume underground parking at 420 SF per space
Total Basement Requirements			
Subtotal Basement Requirements	24,905	-	
Vehicle Circulation	3,980	-	25% of parking area and sallyport
Total Basement GSF	**28,885**	**-**	

APPENDIX C

A. City of Redding Resolution and County of Shasta Letter of Intent

Introduction

Both the City of Redding and the County of Shasta have indicated their interest in partnering with the State on the construction of a new courthouse in Redding. Such a partnership could result in donated land or reduced land costs. The County's donation is dependent upon release of the court's equity rights for the second and third floors of the main courthouse. The State's total equity in the building is approximately 50 percent.

A copy of a Resolution adopted by the City of Redding and a Letter of Intent from the County of Shasta are included here for reference:

RESOLUTION NO. 2007 - 202

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDDING SUPPORTING, IN CONCEPT, THE DONATION OF CITY PROPERTY TO THE SHASTA COUNTY SUPERIOR COURT FOR THE CONSTRUCTION OF A NEW COURTHOUSE.

WHEREAS, the Superior Court of California, County of Shasta, is desirous of constructing a new Courthouse to replace its existing facility in Redding; and

WHEREAS, the City Council of the City of Redding understands and supports the need for a modern, efficient, and adequately-sized Courthouse to serve the community; and

WHEREAS, approximately four acres of City-owned property exists immediately east of the Redding Library and bounded by Parkview Avenue on the south and Grape Avenue on the west, commonly known as the "fast-pitch softball field," that would be suitable in size for the construction of a new Courthouse; and

WHEREAS, a new Courthouse would be consistent with the City Council's philosophy of developing a "civic center campus" on City property adjacent to City Hall.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Redding that:

1. The City Council supports, in concept, the donation of the property bounded by Parkview Avenue on the south and Grape Avenue on the west, commonly known as the "fast-pitch softball field," to the Superior Court for construction of a new Courthouse.
2. Any donation of said City-owned property for purposes of constructing a new Courthouse would be contingent upon financial assistance by the Superior Court to fully pay for the relocation of the fast-pitch softball field.
3. The City of Redding's offer to donate said City-owned property will terminate in one year unless extended by the City Council.

I HEREBY CERTIFY that the foregoing resolution was introduced, read, and adopted at a regular meeting of the City Council of the City of Redding on the 16th day of October, 2007, by the following vote:

AYES:	**COUNCIL MEMBERS:**	**Bosetti, Murray, and Dickerson**
NOES:	**COUNCIL MEMBERS:**	**Jones and Stegall**
ABSENT:	**COUNCIL MEMBERS:**	**None**
ABSTAIN:	**COUNCIL MEMBERS:**	**None**

/s/ Dick Dickerson
DICK DICKERSON, Mayor

ATTEST:

/s/ Connie Strohmayer
CONNIE STROHMAYER, City Clerk

FORM APPROVED:

/s/ Richard A. Duvernay
RICHARD A. DUVERNAY, City Attorney

Susan

Shasta County

BOARD OF SUPERVISORS

1450 Court Street, Suite 308B
Redding, California 96001-1680
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DAVID A. KEHOE, DISTRICT 1
MARK CIBULA, DISTRICT 2
GLENN HAWES, DISTRICT 3
LINDA HARTMAN, DISTRICT 4
LES BAUGH, DISTRICT 5

October 23, 2007

The Honorable William D. Gallagher
Presiding Judge, Shasta County Superior Court
1500 Court Street, Room 205
Redding, CA 96001

Re: Non-Binding Agreement to Donate County Land for a New Courthouse Facility

Dear Judge Gallagher:

The County of Shasta understands the need for the Superior Court to consolidate court facilities in downtown Redding through construction of a new courthouse.

The business needs of the Court and the County will be best met by placing a new courthouse facility adjacent to or in close proximity to the existing County Jail and the public safety departments.

The County supports the donation of County owned land in the Court Street area to the Superior Court from any one of the three designated sites as follows:

1. A portion of that parcel at 1525 Court Street and the Oregon Street parking lot;
2. A portion of that parcel at 1654 Court Street and the adjacent parking lot; and
3. A portion of that parcel at 1958 Placer Street and the adjacent parking lot.

The County's willingness to donate land is dependent upon release of the Court's equity rights on the second and third floors of the existing courthouse building.

The County Administrative Officer is our designated negotiator for this transaction.

Very truly yours,

Linda Hartman

LINDA HARTMAN
Vice Chair, Shasta County
Board of Supervisors

LH: bp

C: Administrative Office of the Courts, Sacramento, CA
Susan Null, Court Executive Officer, Shasta County