



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

**Division of Facilities Construction and Management**

**DFCM**

## **Solicitation for Consultant Services**

Value Based Selection Method

August 17, 2012

# **COMMISSIONING SERVICES NEW OGDEN SECOND DISTRICT JUVENILE COURT**

**ADMINISTRATIVE OFFICE OF THE  
COURTS  
OGDEN, UTAH**

**DFCM Project No. 08284150**

# TABLE OF CONTENTS

	<u>Page Number</u>
Title Sheet	1
Table of Contents	2
Notice to Commissioning Consultants	3
Project Description	4
Procurement Process	5
Project Schedule	12
Professional Services Agreement	13

Facility Program dated March 2012

Current copies of the following documents are hereby made part of these contract documents by reference and are available upon request from DFCM:

Commissioning Preamble, Objectives & Responsibilities  
Rocky Mountain Power Energy FinAnswer Participant Manual  
Appendix F, Commissioning Report Template  
LEED Commissioning of Building Energy Systems (Fundamental & Enhanced)  
<http://www.usgbc.org/>

Current copies of the DFCM General Conditions dated May 25, 2005, Design Manual, and all Supplemental General Conditions are available upon request at the DFCM office and on the DFCM web site at <http://dfcm.utah.gov> - “Standard Documents” – “Reference Documents” – “Supplemental General Conditions”, and are hereby made part of these contract documents by reference.

The Agreement and General Conditions dated May 25, 2005 have been updated from versions that were formally adopted and in use prior to this date. The changes made to the General Conditions are identified in a document entitled Revisions to General Conditions that is available on DFCM’s web site at <http://dfcm.utah.gov>.

## **NOTICE TO COMMISSIONING CONSULTANTS**

The State of Utah - Division of Facilities Construction and Management (DFCM) is soliciting the services of qualified firms/individuals to perform commissioning services for the following project:

**NEW OGDEN SECOND DISTRICT JUVENILE COURT**  
**ADMINISTRATIVE OFFICE OF THE COURTS – OGDEN, UTAH**  
**DFCM PROJECT NO. 08284150**

The services of this solicitation include, but are not limited to, commissioning of the control, mechanical, electrical, security, audio/video, fire alarm, electronic signal enhancement, and building envelope systems of the project.

The selection of the commissioning consultant shall be under the Value Based Selection method. The Solicitation for Consultants (SFC) documents, including the submittal requirements and the selection criteria and schedule, will be available at 12:00 Noon on Friday, August 17, 2012 on the DFCM web page at <http://www.dfc.utah.gov>. For questions regarding this solicitation, please contact Lynn Hinrichs, DFCM, at 801-538-3018. No others are to be contacted regarding this solicitation.

A **mandatory** pre-submittal meeting will be held at 10:00 AM on Wednesday, August 29, 2012 in Room 4114, State Office Building, Salt Lake City, Utah. It is required that all consultants wishing to submit on this project attend this meeting.

Submittal dates for the required management plans, statements of qualifications, and interviews will be based on the Project Schedule included in the SFC. Failure to meet a deadline on the Project Schedule shall disqualify the late submission for consideration.

The Division of Facilities Construction & Management reserves the right to reject any or all submittals or to waive any formality or technicality in any submittal in the interest of the State.

**DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT**  
**MARLA WORKMAN, CONTRACT COORDINATOR**  
4110 State Office Bldg., Salt Lake City, Utah 84114



# PROCUREMENT PROCESS

The State of Utah intends to enter into an agreement with a firm to provide professional services as described.

The selection of the firm will be made using a Value Based Selection (VBS) system. The Project Schedule provided in this document lists the important events, dates, times and locations of meetings and submittals. The time deadlines of the project schedule are hereby incorporated by reference and must be met by the selected firm.

## 1. Commissioning Agent (CxA) Qualifications

The team qualifications for commissioning this project will be based on skill and experience set of the full team making the proposal. A member of the prime firm will be the designated CxA who is the member of the team that will coordinate the commissioning activities. The commissioning consultant must have significant in-building commissioning experience, including technical and management expertise on projects of similar scope and size. If the commissioning consultant or prime firm does not have sufficient skills to commission a specific system, the prime firm shall subcontract with a qualified party to do so. Subconsultant qualifications shall be included and clearly designated in the response to this SFC.

## 2. Solicitation for Consultant Documents

The Solicitation for Consultant (SFC) documents consist of all of the documents listed in the Table of Contents and all said documents are incorporated in this SFC by reference. The SFC will be available on the DFCM web site at <http://dfcm.utah.gov>.

## 3. Contact Information

Except as authorized in writing by the DFCM Representative or as otherwise stated in the SFC or the pre-submittal meeting, communication during the selection process shall be directed to the specified DFCM Representative. In order to maintain the fair and equitable treatment of everyone, consultants shall not unduly contact or offer gifts or gratuities to DFCM, any Board officer, employee or agent of the State of Utah, users or selection committee members in an effort to influence the selection process or in a manner that gives the appearance of influencing the selection process. This prohibition applies before the SFC is issued, as the project is developed, and extends through the award of an agreement. Failure to comply with this requirement shall result in a disqualification in the selection process. Consultants should be aware that selection committee members will be required to certify that they have not been contacted by any of the consultants in an attempt to influence the selection process.

**4. Requests for Information**

All requests for information regarding this project shall be in writing and directed to:

Lynn Hinrichs  
Division of Facilities Construction and Management  
4110 State Office Building  
Salt Lake City, Utah 84114  
E-mail: lynnhinrichs@utah.gov  
Facsimile: 801-538-3267

**5. Project Schedule.**

The Project Schedule lists the important events, dates, times, and locations of meetings and submittals that must be met by the consultant.

**6. Mandatory Pre-Submittal Meeting**

A Mandatory pre-submittal meeting will be held on the date and time and at the location listed on the Project Schedule.

A representative from each interested prime firm is required to attend. During the meeting, a presentation will be made to describe the overall scope of work and intended schedule. Interested firms may ask questions and request clarification about the project and the procurement process.

Subconsultants are invited to attend this meeting.

**7. Submittal Due Dates and Times**

All required submittals must be delivered to, and be received by, the Division of Facilities Construction and Management previous to the date and time indicated in the Project Schedule. Submittals received after the specified time will not be accepted. Please allow adequate time for delivery. If using a courier service, the submitting firm is responsible for ensuring that delivery will be made directly to the required location. It is your responsibility to allow for the time needed to park on Capitol Hill.

**8. Last Day to Submit Questions**

All questions must be received at the office of DFCM no later than the time and date listed in the Project Schedule. Questions must be submitted in writing to Lynn Hinrichs at DFCM.

**9. Addendum**

All references to questions and requests for clarification will be in writing and issued as addenda to the Solicitation for Consultant Services. The addenda will be posted on DFCM's web site.

Any addenda issued prior to the submittal deadline shall become part of the Solicitation for Consultant Services and any information required shall be included in your submittal.

**10. Past Performance and References**

As a consultant completes the commissioning on each DFCM project, DFCM, the contractors and the using agency or institution will evaluate the consultant. It is the intent of DFCM that this process will be the major source for evaluating past performance on future selection processes.

Consultants shall submit past performance and reference information by the time indicated on the Project Schedule.

For all DFCM projects completed in the last five years identify the project by name, number and DFCM project manager. Each consultant wishing to compete for this project that has not completed at least three DFCM projects in the last five years, will be required to provide one copy of a list of references on all commissioning projects that were/are under contract by the consultant for the last three years.

For non-DFCM projects provide the following information:

Point of Contact:	Person who will be able to answer any customer satisfaction questions.
Phone Number:	Phone number of the contact we will be surveying.
User Name:	Name of Company / Institution that purchased the construction work.
Project Name:	Name of the project.
Date Completed:	Date of when the work was completed.
Address:	Street, city and state where the work was performed.
Size:	Size of project in dollars.
Duration:	Duration of the project / construction in months.
Type:	Type of the project (i.e.: School, Offices, Warehouse, etc)

### **11. Management Plan**

Firms will be required to develop and submit in writing a plan demonstrating how they will manage their responsibilities, identifying risks, and how risks will be mitigated. An organization chart showing the roles and responsibilities of all pertinent decision-makers is a required part of the presentation.

Address project specific criteria, risks that have been identified by the SFC and additional risks that the team has identified. State how those risks will be mitigated.

Provide a break down of the current and anticipated backlog. Information should identify project name, location, total contract amount, percent complete and remaining work. Please identify how this backlog and current commitments of personnel will affect the key personnel identified for this project. Please indicate the affect on the lead CxA and team members during the scope development, document development, construction document development and construction administration. Provide an impact chart that identifies projects and the impact to key individuals that will be assigned to this project.

The Management Plan should be concise yet contain sufficient information for evaluation by the selection committee.

The submitting firm shall provide five copies and two CDs of the Management Plan by the time indicated on the Project Schedule. The cover sheet of the management plan is to include the name and address of the firm, the contact person, and the contact person's phone and e-mail.

### **12. Statements of Qualifications**

The submitting firm shall provide five copies and two CDs of the Statements of Qualifications by the time indicated on the Project Schedule.

The Statement of Qualifications is a short document that indicates the experience and qualifications of the firm, the project manager and other critical members of the team. It describes what talents their team brings to the project, how their knowledge of the subject will provide benefit to the process, how the team has been successful in the past and how that relates to this project. It should include information on similar projects that have been completed by the firm, project manager and other team members. Include the experience and special qualifications that are applicable to this project and/or are part of the project specific selection criteria.

### **13. Selection Committee**

The DFCEM shall appoint a selection committee in accordance with its rules and procedures.

**14. Termination or Debarment Certifications**

The firm must submit a certification that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from soliciting work by any governmental department or agency. The firm must also certify that neither the firm nor its principals have been terminated during the performance of a contract or withdrew from a contract to avoid termination. If the firm cannot certify these two statements the firm shall submit a written explanation of the circumstances for review by DFCM. These certifications are to be submitted with their Statement of Qualifications.

**15. Interviews**

Interviews will be conducted with all firms who have met all of the requirements for submission. This evaluation will be made using the selection criteria noted below base on the information provided by the past performance/references, performance plan and statement of qualifications.

The purpose of the interview is to allow the firm to present its qualifications, past performance, management plan, schedule and general plan for accomplishing the project. It will also provide an opportunity for the selection committee to seek clarifications from the firm.

The proposed primary project management personnel, including the project manager, must be in attendance. The primary project manager is the firm's representative who has overall job authority, will be in attendance at all job meetings, and is authorized by the firm to negotiate and sign any and all change orders in the field, if necessary. Unless otherwise noted, the attendance of subconsultants is at the discretion of the firm.

The method of presentation is at the discretion of the firm. The interviews will be held on the date and at the place specified in the Project Schedule unless otherwise notified by DFCM.

**16. Selection Criteria for VBS Professional Services**

The following criteria will be used in ranking each of the teams. The team that is ranked the highest will represent the best value for the state. The criteria are not listed in any priority order. The selection committee will consider all criteria in performing a comprehensive evaluation of the proposal. Weights have been assigned to each criteria in the form of points.

- A. DFCM Past Performance Rating. 15 Points. Each prime firm will be given a past performance rating. The rating will be based first on how well the firm did on past projects with DFCM. If a minimum of three DFCM past performance ratings are not available a rating will be established using any DFCM past performance ratings that are available, supplemented by information obtained by DFCM contacting references supplied by the firm at the time the Management Plans and SOQ are submitted.
- B. Strength of Team. 25 Points. Based on the statements of qualifications, the interview, and management plan, the selection team shall evaluate the expertise and experience of the team and the project lead as it relates to this project in size, complexity, quality, duration, etc. Consideration will also be given to the strength brought to the team by critical consultants including how they were selected and the success the team has had in the past in similar projects.
- C. Project Management Approach. 30 Points. Based on the information provided in the statements of qualifications, the management plan and information presented in the interview the selection team shall evaluate how each team has planned to approach the project. The selection team will also evaluate the degree to which risks to the success of the project have been identified and a reasonable solution has been presented.
- D. The degree to which the consultant demonstrates it has the capacity and commitment to devote the necessary time to the project and to assist in maintaining the project's schedule and quality. 15 Points.
- E. The degree to which the consultant demonstrates that it can optimize the functioning of the systems to be commissioned. 15 Points.

**TOTAL POSSIBLE POINTS: 100 POINTS**

**17. Fee Negotiation**

Following selection of the consultant by the Selection Committee and prior to the award of the agreement, DFCM will negotiate the final agreement fee with the selected firm. Should DFCM be unable to agree to a satisfactory fee with the top ranked firm at a price that DFCM determines to be fair and reasonable to the State, discussions with that firm shall be formally terminated. Negotiations will then be undertaken with the second ranked firm.

This process will be repeated with the next highest ranked entity and so forth until a mutual agreement is reached or DFCM determines that it is in the best interest of the State to initiate a new selection process.

**18. Form of Agreement**

At the conclusion of negotiations, the selected consultant will be required to enter into an agreement using the attached form of the Professional Services Agreement.

**18. Licensure**

The consultant shall comply with and require its subconsultants to comply with the license laws of the State of Utah.

**PROJECT SCHEDULE**

<b>PROJECT NAME:</b>	<b>NEW OGDEN SECOND DISTRICT JUVENILE COURT</b>			
	<b>ADMINISTRATIVE OFFICE OF THE COURTS – OGDEN, UTAH</b>			
<b>DFCM PROJECT NO.</b>	<b>08284150</b>	<b>Commissioning</b>		
<b>Event</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Place</b>
Solicitation for Consultant Available	Friday	August 17, 2012	12:00 NOON	DFCM web site*
Mandatory Pre-submittal Meeting	Wednesday	August 29, 2012	10:00 AM	Room 4114 State Office Bldg SLC, UT
Last Day to Submit Questions	Friday	August 31, 2012	4:00 PM	Lynn Hinrichs - DFCM E- mail: <a href="mailto:lynnhinrichs@utah.gov">lynnhinrichs@utah.gov</a> Fax: 801-538-3267
Addendum Issued Responding to Questions (if needed)	Tuesday	September 4, 2012	3:00 PM	DFCM web site *
Management Plans, References, Statements of Qualifications, and Termination/Debarment Certifications Due	Thursday	September 6, 2012	12:00 NOON	DFCM Room 4110 State Office Bldg SLC, UT
Short Listing by Selection Committee, if applicable.	Tuesday	September 11, 2012	4:00 PM	DFCM web site *
Interviews	Tuesday	September 18, 2012	TBA	Room 4112 State Office Bldg SLC, UT
Announcement	Wednesday	September 19, 2012	4:00 PM	DFCM web site* and e-mail

\* DFCM's web site address is <http://dfcm.utah.gov>



shall be made within thirty (30) days of the DFCM's receipt of the Consultant's invoice except that this requirement shall not apply to any amount: (a) for which the Consultant's invoice does not provide sufficient detail to demonstrate is due, (b) that the DFCM disputes is due under the terms of the Agreement, or (c) reasonably withheld by the DFCM to cover any default or failure to perform by the Consultant. The DFCM shall provide written notice to the Consultant of any adjustment to or rejection of Consultant's invoice.

3.3 Except as otherwise provided by law, if any payment is late based upon the provisions of this Agreement, the Consultant shall be paid interest in an amount equal to the published Wall Street Journal prime rate plus 2%. The published Wall Street Journal Prime Rate shall be determined using such rate that is published closest to the 1<sup>st</sup> of the month for each month of the late period. The amount of payment of interest shall be apportioned using such rate(s) for the late period.

3.4 The acceptance by the Consultant of final payment without a written protest filed with DFCM within three (3) calendar days of receipt of final payment, shall release the DFCM from all claims and all liability to the Consultant for fees and costs of the performance of the services pursuant to this Agreement.

**ARTICLE 4. CHANGES IN WORK.** Any changes in the scope of the services to be performed under this Agreement shall be in the form of a written modification to this Agreement, mutually agreed to and signed by duly authorized representatives of both parties, specifying any such changes, fee adjustments resulting therefrom, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of services.

**ARTICLE 5. CAD REQUIREMENTS.** The Consultant shall follow the requirements, as applicable, of the DFCM CAD requirements provided in the DFCM Design Manual for any submissions.

**ARTICLE 6. DOCUMENT OWNERSHIP.** All work product, which includes but is not limited to all manuals, forms, contracts, schedules, reports, comments and any and all documents supplied to or produced by Consultant under this Agreement are the property of the DFCM, whether the work for

which they are made is executed or not. Said documents and the information contained therein are the exclusive property of the DFCM and are not to be used by Consultant on any other projects with any other parties except by the advance written agreement of the DFCM.

**ARTICLE 7. LEGAL RELATIONSHIP.**

**7.1 Independent Contractor.** This Agreement is for the performance of services and not the sale of goods, and is to be construed according to the laws of the State of Utah. Consultant's relationship to the State is that of an independent contractor. No partner or employee of Consultant shall, by reason of this Agreement, become an employee of the State of Utah.

**7.2 No Authority to Bind State; Exceptions.** The Consultant shall have no authorization, expressed or implied, to bind the State of Utah, or the Division of Facilities Construction and Management to any agreement, settlement, liability or understanding whatsoever, nor to perform any acts as agent for the State of Utah or DFCM, except as specifically set forth in this Agreement.

**ARTICLE 8. ASSIGNMENT.** This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns; provided, however, that neither party shall assign its obligations hereunder without the prior written consent of the other.

**ARTICLE 9. TERMINATION BY CONSULTANT.** This Agreement may be terminated by Consultant upon seven (7) calendar days written notice should the DFCM fail substantially to perform, through no fault of the Consultant and the DFCM has failed to cure the failure to perform within fourteen (14) calendar days of the DFCM's receipt of written notice of its failure to perform. Upon termination of this Agreement, the Consultant shall deliver all work performed to the DFCM. In the event of such termination, the Consultant shall be compensated for services properly performed under this Agreement up to date of the notice of termination. The Consultant agrees that in the event of such termination for default and such default is not successfully challenged by DFCM, its total remedy and monetary recovery from the DFCM is limited to full payment for all work properly performed,

reimbursables, under this Agreement up to the date of termination as well as any reasonable monies owed as a result of the Consultant having to terminate contracts necessarily entered into by the Consultant pursuant to this Agreement. Consultant further acknowledges that in the event of such termination, all work product, which includes but is not limited to all manuals, forms, contracts, schedules, reports, comments and any and all documents produced by Consultant under this Agreement up to the date of termination are the property of the DFCM.

**ARTICLE 10. TERMINATION BY DFCM.** The performance of service under this Agreement may be terminated by the DFCM in whole or in part at any time, whenever the DFCM shall determine that such termination is in the best interest of the DFCM. This includes any termination by DFCM for convenience or for cause. Any such termination shall be effected by delivery to Consultant of a written notice of termination specifying the extent to which performance of work under this Agreement is terminated and the date upon which such termination becomes effective. The Consultant agrees that in the event of such termination, its total remedy and monetary recovery from the DFCM is limited to full payment for all work properly performed, plus reimbursables, under this Agreement up to date of termination. Consultant further acknowledges that in the event of such termination, all work product, which includes but is not limited to all manuals, forms, contracts, schedules, reports, comments and any and all documents produced by Consultant under this Agreement up to the date of termination are the property of the DFCM.

**ARTICLE 11. HOLD HARMLESS REQUIREMENT.** To the fullest extent permitted by law, the Consultant hereby agrees to indemnify and save harmless the State of Utah, the Division of Facilities Construction and Management, their officers, agents and employees and anyone for whom DFCM may be held liable from and against any and all claims, damages or liabilities arising from wrongful or negligent acts, errors or omissions of the Consultant, any of Consultant's subconsultants or subcontractors at any tier and anyone for whom Consultant may be liable.

**ARTICLE 12. PRELIMINARY RESOLUTION EFFORTS, CLAIMS AND**

**DISPUTES; GENERAL CONDITIONS REQUIREMENTS APPLY.**

**12.1 General Conditions Requirements Apply.** The provisions of Articles 7.7 through and including 7.14 of the DFCM General Conditions dated May 25, 2005 and Supplemental General Conditions are on file with the DFCM as well as available on the DFCM website at (<http://dfcm.utah.gov/StdDocs/index.html>) and hereby incorporated by reference shall apply to Preliminary Resolution Efforts, Claims and Disputes under this Agreement. References in said Articles 7.7 through and including 7.14 to the term "Contractor" and "Subcontractor" shall refer to the Consultant and Subconsultants or Subcontracts at any tier under this Agreement, respectively. Unless inconsistent with the provisions of this Agreement, definitions in the DFCM General Conditions and Supplemental General Conditions shall apply to this Agreement.

**12.2 Time For Filing.** Notwithstanding paragraph 12.1 above, the PRE must be filed in writing with the DFCM Representative within twenty-one (21) days of any of the following:

1. Issuance of a denial by DFCM of a Consultant request for additional monies or other relief under this Agreement;
2. In the case of a Subconsultant, after the expiration of the time period for the Consultant/ Subconsultant PRE process under Paragraph 7.7.5 of DFCM General Conditions; or
3. When the Consultant knows or should have known about any other issue where the Consultant seeks additional monies, time or other relief from the State of Utah or DFCM.

**12.3 Not Limit DFCM Rights.** As stated in Rule R23-26-1(6), this does not limit the right of DFCM to have any of its issues, disputes or claims considered. DFCM reserves all rights to pursue its issues, disputes or claims in law or equity including, but not limited to, any or all of the following: damages, delay damages and impacts, losses, liability, patent or latent defects, or failure to perform under this Agreement. If the Director appoints an expert or a panel to consider any such issue(s), dispute(s) or claims(s) of DFCM, the

Consultant shall cooperate with such expert or panel process.

**ARTICLE 13. INSURANCE.** To protect against liability, loss and/or expense in connection with the performance of services described under this Agreement, the Consultant shall obtain and maintain in force during the entire period of this Agreement without interruption, at its own expense, insurance as listed below from insurance companies authorized to do business in the State of Utah. The following are minimum coverages that may be supplemented by additional requirements contained in Solicitation for Consultant Services or any other document used to procure Consultant’s services.

**13.1 Worker’s Compensation**

**Insurance and Employers’ Liability Insurance.** Worker’s Compensation Insurance shall cover full liability under the Worker’s Compensation laws of the jurisdiction in which the work is performed at the statutory limits required by said jurisdiction’s laws.

**13.2 Commercial General Liability Insurance.** Commercial General Liability Insurance shall be on an “occurrence basis” and shall include insurance for premises and operations, independent contractors, projects/completed operations, and contractual liability coverage with limits not less than listed below. The State of Utah shall be named as an insured party, as primary coverage and not contributing, and the policy shall be endorsed to include a waiver of subrogation in favor of the State of Utah.

\$1,000,000	General Aggregate
\$1,000,000	Products-Completed Operations Aggregate
\$500,000	Personal and Advertising Injury
\$500,000	Each Occurrence

**13.3 Other Insurance Coverages.** Consultant shall maintain the following insurance at levels Consultant determines: Professional Liability Insurance (an Attachment to this Agreement may be more specific in regard to Professional Liability Insurance), Comprehensive Automobile Liability Insurance, Valuable Papers and Records Coverage and Electronic Data Processing (Data and Media) Coverage, and Aircraft Use. Any minimum requirements for these insurance coverages will be identified in the Solicitation for Consultant Services or any other document used to procure Consultant’s services. Any type of insurance or any increase of

limits of liability not described in this Agreement which the Consultant requires for its own protection or on account of any statute, rule, or regulation shall be its own responsibility and at its own expense.

13.4 The carrying of insurance required by this Agreement shall not be interpreted as relieving the Consultant of any other responsibility or liability under this Agreement or any applicable law, statute, rule, regulation or order.

**ARTICLE 14. STANDARD OF CARE.** The services of Consultant and its Subconsultants, if any, shall be performed in accordance with and judged solely by the standard of care exercised by licensed members of their respective professions having substantial experience providing similar services on projects similar in type, magnitude and complexity to the Project that is the subject of this Agreement. The Consultant shall be liable to the DFCM or the State of Utah for claims, liabilities, additional burdens, penalties, damages or third party claims (i.e. a Contractor claim against DFCM or the State of Utah), to the extent caused by errors or omissions that do not meet this standard of care.

**ARTICLE 15. USE OF “SALES AGENTS.”** The Consultant warrants that no sales agent has been employed or retained except as indicated in writing to DFCM.

**ARTICLE 16. LAWS, CODES AND REGULATIONS.** Consultant and its Subconsultants shall use their best efforts consistent with the Standard of Care stated herein to comply with all applicable laws, codes, rules, regulations, ordinances and quality requirements applicable to the Project.

**ARTICLE 17. DFCM REVIEWS, LIMITATIONS.** The right of the DFCM or any entity/user to perform plan checks, plan reviews, other reviews and/or comment upon the work of the Consultant, as well as any approval by the DFCM, shall not be construed as relieving the Consultant from its professional and legal responsibility for services required under this Agreement. No review by the DFCM or any entity/user, approval or acceptance, or payment for any of the services required under this Agreement shall be construed to operate as a waiver by the DFCM of any right under this Agreement or of any cause of action arising out of the performance or nonperformance of this Agreement, and the Consultant shall be and remain

liable to the DFCM in accordance with applicable law for all damages to the DFCM caused by the Consultant's acts, errors and/or omissions.

**ARTICLE 18. DISCRIMINATION AND SEXUAL HARASSMENT PROHIBITED.**

Pursuant to the laws of the State of Utah, the Consultant, or any person acting on behalf thereof, will not discriminate against any employee or applicant for employment because of race, creed, color, sex, religion, ancestry or national origin. To the extent applicable, said persons will comply with all provisions of Executive Order No. 11246 dated September 24, 1965 and rules, regulations, orders, instructions, designations and other directives promulgated pursuant thereto. The Consultant, or anyone for whose act the Consultant may be liable, shall not act in any manner as would violate the laws, regulations and policies of the United States or the State of Utah prohibiting sexual harassment.

**ARTICLE 19. PERFORMANCE**

**EVALUATION.** DFCM may conduct a performance evaluation of the Consultant's services, including specific personnel of Consultant or any Subconsultant at any time. Results of any evaluation will be made available to the Consultant.

**ARTICLE 20. STATUTE OF LIMITATION AND STATUTE OF REPOSE.**

An action by or against the Consultant, the Consultant's Subconsultant, agent, independent Subconsultant, or anyone for whom the Consultant may be liable, shall comply with and be bound by the applicable and lawful statute of limitation and statute of repose provisions. Notwithstanding this, any action by or against the Consultant, the Consultant's Subconsultant, agent, independent Subconsultant, or anyone for whom the Consultant may be liable, that is based in contract or warranty shall be commenced within six (6) years of the date of substantial completion of the improvement or abandonment of construction except that such period of limitation shall be modified as follows:

**20.1 Fraudulent Concealment.** In the event that the Consultant, the Consultant's Subconsultant, agent, independent Subconsultant, or anyone for whom the Consultant may be liable has fraudulently concealed the act, error, omission or breach of duty, or the injury, damage or other loss caused by the act, error, omission or breach of duty, the six year period shall not begin to run until such time as the DFCM discovers or, through the

exercise of reasonable diligence, should have discovered its claim.

**20.2 Willful and Intentional.** In the event that the Consultant, the Consultant's Subconsultant, agent, independent Subconsultant, or anyone for whom the Consultant may be liable commits a willful or intentional act, error, omission, or breach of duty, the six year period shall not begin to run until such time as the DFCM discovers or, through the exercise of reasonable diligence, should have discovered its claim.

**20.3 Unintentional and Nonfraudulent Latent Acts, Errors, Omissions or Breaches of Duty.**

In the event of an unintentional and nonfraudulent latent act, error, omission or breach of duty, the DFCM shall have the time period allowed by Utah law and the Utah Code, unless a longer period is provided for in an attachment to this Agreement.

**20.4 "Different Period of Limitation" from Utah Code.**

These provisions are understood and agreed to by the Consultant as establishing a "different period of limitations" as that term is used in UCA 78-12-21.5(3)(a) or any other similar statute of the Utah Code. These provisions are not intended to shorten any time period allowed by Utah law and code for non-contract actions, including but not limited to, those based in tort.

**ARTICLE 21. WAIVERS.** No waiver by the DFCM or Consultant of any default shall constitute a waiver of the same default at a later time or of a different default.

**ARTICLE 22. APPLICABLE LAW AND VENUE.**

This Agreement shall be construed in accordance with the laws of the State of Utah. Venue for any legal proceeding regarding this Agreement shall in the Salt Lake County, State of Utah.

**ARTICLE 23. AUTHORITY TO EXECUTE.**

The Consultant and DFCM each represent that the execution of this Agreement and the performance thereunder is within their respective duly authorized powers.

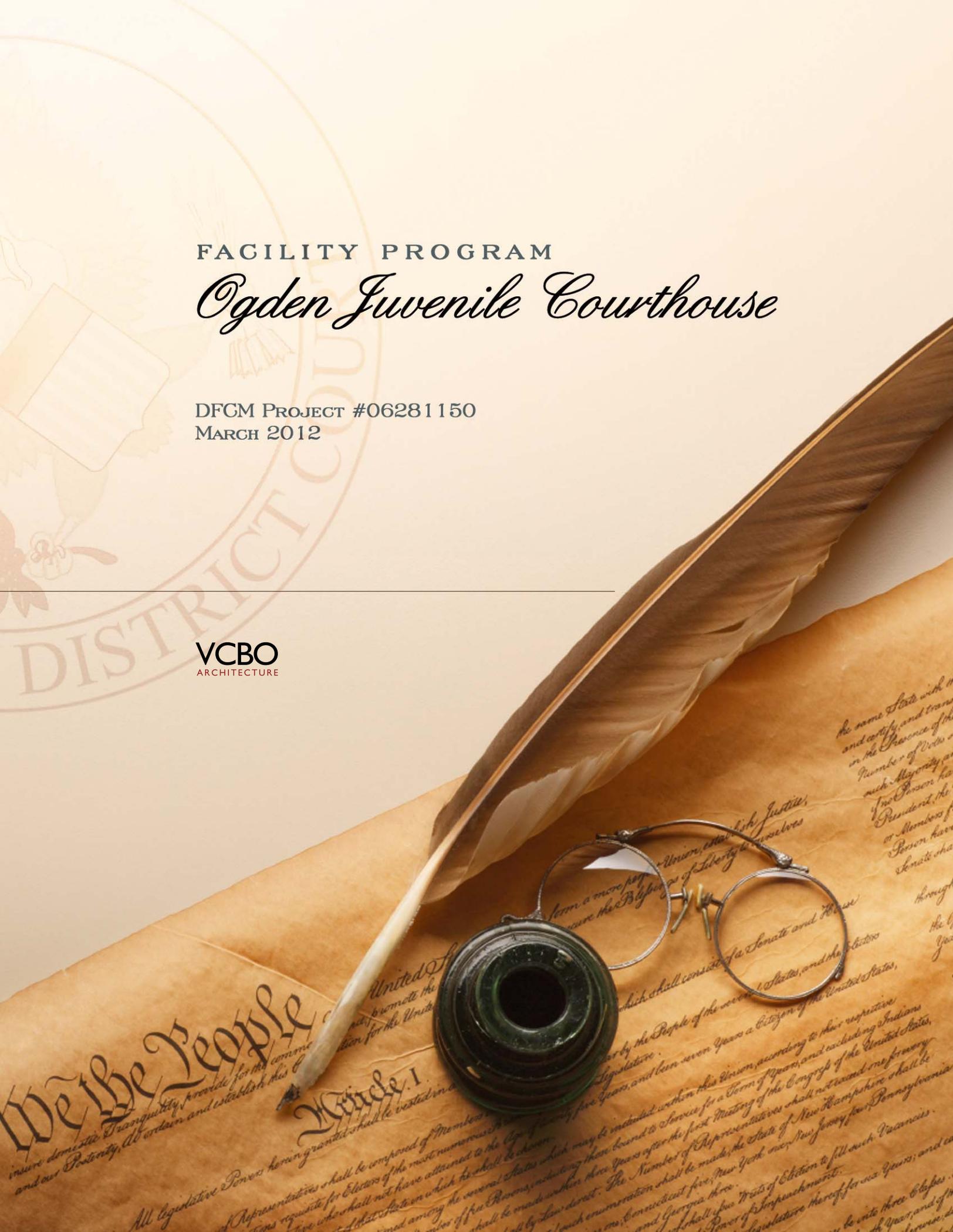


FACILITY PROGRAM

*Ogden Juvenile Courthouse*

DFCM PROJECT #06281150  
MARCH 2012

**VCBO**  
ARCHITECTURE





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# Ogden Juvenile Courthouse Program

Ogden, Utah

DFCM Project # 06281150

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This facility program has been prepared by VCBO Architecture LLC in cooperation with the Second District Juvenile Courts, the Administrative Office of the Courts and the Division of Facilities Construction Management (DFCM).

## Second District Juvenile Courts

### Review Signatures

We have reviewed the program and warrant that it adequately represents our request for a facility to fulfill our mission and programmatic needs. All appropriate parties in the agency have reviewed it for completeness and accuracy.

---

Associate Presiding Judge Kathleen Nelson

---

Date

---

Trial Court Executive Beani Martinez

---

Date

## Administrative Office of the Courts

### Review Signatures

We have reviewed the program and warrant that it adequately represents our request for a facility to fulfill our mission and programmatic needs. All appropriate parties in the agency have reviewed it for completeness and accuracy.

---

Alyn Lunceford

---

Date

## Division of Facilities Construction Management

### State of Utah

### Review Signatures

We have reviewed the program, jointly prepared with agency, for completeness and accuracy. These signatures do not necessarily represent an endorsement for the need of the requested space at this time.

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Lynn Hinrichs

---

Date



# Acknowledgements

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## **Division of Facilities and Construction Management**

Lynn Hinricks

## **Administrative Office of the Courts**

Alyn Lunceford

## **Second District Juvenile Court**

Associate Presiding Judge Kathleen Nelson

Trial Court Executive Beani Martinez

## **VCBO Architecture**

Brent Tippetts

Whitney Ward

Rob Gray



# Table of Contents

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<b>1.0</b>	<b>EXECUTIVE SUMMARY</b>
1.1	Utah State Courts Master Plan
1.2	History of the Ogden Juvenile Courts
1.3	Vision And Principles
1.4	Program Summary
1.5	Program Objectives
1.6	Construction Cost Summary
<b>2.0</b>	<b>SITE ANALYSIS</b>
2.1	Site Analysis
2.1.1	Site Location
2.1.2	Site Summary
2.1.3	Site Access
2.2	Site Land Use and Planning Goals
2.2.1	Ogden Central Business District Community Plan
2.2.2	Wall Avenue Corridor Plan
2.3	Physical Characteristics Of The Site
2.3.1	Physical Site Features
2.3.2	Climate Information
2.3.3	Views from Project Site
2.3.4	Views to Project Site
2.3.5	Geotechnical Investigation Report
2.3.6	Environmental Analysis
2.3.7	Alta Survey
2.4	Existing Site Utilities
2.4.1	Existing Utilities Summary
2.4.2	Gas
2.4.3	Water
2.4.4	Sewer
2.4.5	Storm Drain
2.4.6	Communication
2.4.7	Power
2.5	Site Planning Considerations
2.5.1	Orientation
2.5.2	Access
2.5.3	Outdoor Spaces
2.5.4	Future Expansion
<b>3.0</b>	<b>BUILDING REQUIREMENTS</b>
3.1	Architectural Planning Principles
3.2.1	Notable Downtown Ogden Buildings
3.2.2	Utah State Courts Recent Courthouse Buildings
3.2.3	Codes, Regulations, And Safety
3.2.4	Building Form And Mass
3.2.5	Interaction of Building Users
3.2.6	Circulation
3.2	Sustainable Design
3.3.1	Community Enhancement
3.3.2	Site Design
3.3.3	Construction Practices
3.3.4	Indoor Environment
3.3.5	Resource Conservation
3.3.6	LEED Checklist

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3.3	Structural Design Criteria
3.3.1	Structural Codes And Standards
3.3.2	Site Specific Criteria
3.3.3	Structural Design Considerations
3.3.4	Structural/Building Systems Coordination
3.4	Acoustical Considerations
3.4.1	Acoustical Privacy
3.4.2	Control of Background Noise
3.4.3	Acoustical Design
3.5	Mechanical Design Criteria
3.5.1	Mechanical Codes & Standards
3.5.2	Mechanical Design Parameters
3.5.3	Mechanical Design Considerations
3.6	Electrical Design Criteria
3.6.1	Electrical Codes & Standards
3.6.2	Lighting System
3.6.3	Power Distribution Systems
3.6.4	Systems Coordination
3.6.5	Emergency Power Systems
3.6.6	Special Systems
3.7	Technology Design Criteria
3.7.1	Technology Codes and Standards
3.7.2	Structured Cabling
3.7.3	Security Systems
3.7.4	Audio / Visual Systems
3.7.5	Courtroom Controls
3.8	System Commissioning
3.8.1	Commissioning Role
3.8.2	Commissioned Systems
3.9	Landscape Design Criteria
3.9.1	Irrigation Guidelines
<b>4.0</b>	<b>SPACE REQUIREMENTS</b>
4.1	Space Program And Area Summary
4.2	Building Organization
4.2.1	Department Adjacencies
4.2.2	Courtroom Layout Options
4.3	Individual Room Data Sheets
<b>5.0</b>	<b>BUILDING COST SUMMARY</b>
5.1	Building Cost Summary
5.2	Construction Cost Estimate
<b>6.0</b>	<b>APPENDICES</b>
	Appendix A Building Height Study
	Appendix B Ogden Zoning Summary
	Appendix C Alta Survey

## 1.0 Executive Summary

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In response to the overwhelming need for expanded juvenile court facilities, the State of Utah Department of Facilities and Construction Management in collaboration with the State of Utah Administrative Office of the Courts and VCBO Architecture have created a program document for a new Ogden Juvenile Courthouse facility. This program seeks to provide guidance for a new juvenile court facility based on the State of Utah Courts Master Plan and the needs of the Ogden Juvenile Court program.

### 1.1 UTAH STATE COURTS MASTER PLAN

*In 1987, the Utah Court system completed a four volume Utah Judicial System Master Plan for Capital Facilities. Volume II of this Master Plan offered design and space guidelines to be used in the development of court facilities needed to replace existing outmoded facilities and to accommodate future court system growth. Those guidelines established design and space standards to be used for the various levels of existing appellate and trial courts in the Utah Court System and were intended to offer a benchmark for evaluation court facility renovation and construction through the ensuing decade. In conjunction with strategic planning efforts, they were designed to provide a schematic of the shape court facilities in Utah would take in the future.*

*In the decade since, the design guidelines and space standards have been used effectively as a blueprint in the development of numerous new court facilities and in the improvement and renovation of many existing ones. Nevertheless, during this time changes have occurred related to modification in the organization and structure of the Utah Court System, refinements in courtroom design and security requirements, development of new technologies such as video arraignment and video trial, and changes in federal laws related to public facility access by Americans with Disabilities. These changes have necessitated the update and (where necessary) the revision of the Utah Judicial System Master Plan for Capital Facilities, Volume II.*

*The fundamental structure of the original Volume II has been retained but significant new detail has been added.*

*Section I - Operational and Facility Planning Guidelines - includes expanded goals for an effective Judicial facility, a new listing of Judicial System objectives and initiatives impacting facility planning and a completely reformulated and expanded set of planning guidelines covering the role of the AOC, the need for ADA compliance and the special budget considerations relating to Court facility development.*

*Section II - Judicial Design Guidelines - includes new attention to Courthouse siting and occupancy issues, expanded treatment of general design considerations and security, extensive new details on technology integration, and greater focus on Courthouse maintenance and operations considerations.*

*Section III - Space Standards - provides a completely new tabular format and dramatically enhanced level of attention to detailed area and design criteria including treatment of finishes, technology, security, furniture, fixtures, equipment, building systems and communications requirements.*

*The combination of the original work and these updates and additions should support the continued development of high quality court facilities in the State and enhance the position of the Utah System as a national leader in effective court facility planning, design, and construction. <http://www.utcourts.gov/admin/facilities/introduction.html>*

## 1.2 HISTORY OF OGDEN JUVENILE COURTS

*The Juvenile Court has exclusive original jurisdiction over youths, under 18 years of age, who violate any federal, state or municipal law, and any child who is abused, neglected or dependent. The court has the power to determine child custody, support and visitation in some circumstances; to permanently terminate parental rights, and to authorize or require treatment for mentally ill or retarded children. The court may also place children under the supervision of the court's probation department; place children in the custody or care of foster homes, group homes, special treatment centers, or secure institutions. The Court works closely with the Office of Guardian ad Litem on cases involving abuse, neglect or dependency. The Court may also require children to pay fines or make restitution for damage or loss resulting from their delinquent acts. It also has jurisdiction over habitual truants, runaways and ungovernable youth if efforts by other social service agencies are not successful.*

*In addition, the Court has exclusive jurisdiction in traffic offenses involving minors related to automobile homicide, driving under the influence of alcohol or drugs, reckless driving, joy riding, and fleeing a police officer. It has concurrent jurisdiction with the District and Justice Courts over adults contributing to the delinquency and neglect of a minor.*

*The Juvenile Court, unlike other state courts of record, administers a probation department. Probation officers prepare dispositional reports, supervise youth who have been placed on probation by the Court, conduct evaluations, and submit reports on the progress of each juvenile. A clerical division prepares the legal documents and maintains the official court record.*

*As a member of the Interstate Compact on Juveniles, the Court accepts supervision of juveniles who move to Utah from another state (who were under court supervision before moving). In turn, the court often requests another state to supervise juveniles who move while still under court supervision in Utah.*

<http://www.utcourts.gov/courts/juv/overview.htm>

Projections show that by 2020, referrals in the Second District Juvenile Court in Ogden will increase by 41 percent. To accommodate this expected growth, additional judges will need to be selected and court staff hired. The challenge is where to house additional staff to accommodate this increasing caseload. The existing juvenile courthouse does not meet current court or ADA guidelines, nor is the courthouse able to accommodate future growth. Due to limited space and courtrooms, it has been necessary for one juvenile court judge to be housed in the Ogden District Court building.

During the 2008 Legislative session, legislation approved funding to purchase four acres for the new Second District Juvenile Courthouse. The proposed courthouse will house a minimum of eight courtrooms.

### 1.3 VISION AND PRINCIPLES

*“The Vision of the Second District Juvenile Court is to strive toward protecting and ensuring the rights and safety of each individual within our community by acting in the best interest of the child through a judicial system accessible to all.” <http://www.utcourts.gov/courts/juv/juvsites/2nd/>*

#### **Provide a functional, flexible facility**

The Juvenile Courthouse will provide adequate space for existing and future courts needs and programs. The current court facility has 3 courtrooms and the proposed facility will have 8 courtrooms. Additional space for court programs, support and probation will also be provided to ensure the new Juvenile Courthouse will accommodate the needs of the Juvenile Courts in Ogden for the next 30 years and beyond. In addition to added physical space, the architectural design shall be functional for the courts from the day the facility opens. Flexibility and adaptability will be integral in the design of the facility to allow the spaces to be modified to meet the changing needs of the courts and programs as well as accommodate future growth of the Juvenile Courts. This building will be designed, constructed and maintained to serve the Ogden community for the next half century.

#### **Provide a prototypical facility**

In addition to a functional facility, this building will reflect the most recent courthouse design and security needs. The goal of the new Juvenile Courthouse is to create a facility that will be a guide for future juvenile courthouse design in the State of Utah.

Security and technology systems will be integrated into the project. As technology and security needs are always improving, the building will be designed to allow technology and security upgrades with minimal disruption to the daily operations.

A wholistic design approach will incorporate environmental awareness and sustainable design strategies into the design and construction of the facility, ensuring a healthy environment for the building users and an example of sustainable design for the Ogden community. Energy use reductions and water savings will also reduce the operation costs for the State of Utah.

#### **Enhance the Community**

Promoting pedestrian access, providing a physical and visual amenity for the area, responding to City planning goals and promoting redevelopment in the area will all be integral to the project goals. The new building will enhance the City of Ogden, specifically the north end of Downtown Ogden.

#### **Reflect the design traditions of the Courts and the City of Ogden**

The siting and design of the Ogden Juvenile Courts Building will portray the traditional civic character of a courts facility, and reflect the high level of design of prominent Ogden buildings. The grounds and building materials will be high quality, durable and well maintained.

#### **Provide a cost effective building for the State of Utah**

The functionality, durability, sustainability and high quality of design integrated into this facility will ensure the building is an amenity for the community and State of Utah for the next half century and beyond. The most cost effective and sustainable projects are those that endure and meet the needs of the users, negating the need to build new facilities.

#### 1.4 PROGRAM SUMMARY

The program includes information on the project site, building system narratives, individual space information for spaces within Juvenile Courts, Judicial Office Support, Clerk Office and Support, Court Programs, Probation, Court Support, and Building Support. Building massing, courtroom design and site layout options are also addressed in the following chapters.

#### 1.5 PROGRAM OBJECTIVES

This program document reflects the current and projected needs of the Juvenile Courts and will provide guidance for the design of the new facility. This document contains design objectives for the architectural, structural, mechanical, electrical, sustainable and other building systems. This information will also help guide the individual space design as well as the site design and building massing.

In addition to traditional design considerations, specific security requirements are defined in this program. Court facilities have varied and unique security requirements for each individual space and the facility as a whole. The recommendations set forth in this document reflect recent security needs and concerns in other State of Utah court facilities and address specific security needs for a juvenile courts facility.

The information presented in this document has been created in response to a series of meetings and conversations with representatives from various departments of the Ogden Juvenile Courts. The information gleaned from these meetings will ensure the proposed spaces meet the needs of the building users. The daily operations and work flows have also been considered and incorporated into the recommendations set forth in this document.

### 1.6 CONSTRUCTION BUDGET SUMMARY

A synopsis of the project budget is below. For a further breakdown of costs please see section 5.0 Building Cost Summary.

Utility Fees	\$142,500
Demolition of Existing Buildings	\$180,000
Hazardous Materials Costs	\$300,000
Site Landscape and Parking	\$676,050
Building Allowance - \$245.00 / SF	\$20,706,665
Furnishings and Equipment costs	\$1,208,054
Information and Technology Costs	\$455,000
Other Project Costs	\$7,111,285
<hr/>	
<b>Total Project Costs</b>	<b>\$30,325,009</b>
<hr/>	
2008 Funding	(\$3,250,000)
<b>Requested Funding</b>	<b>\$27,075,009</b>



## 2.0 Site Analysis

### 2.1 SITE ANALYSIS

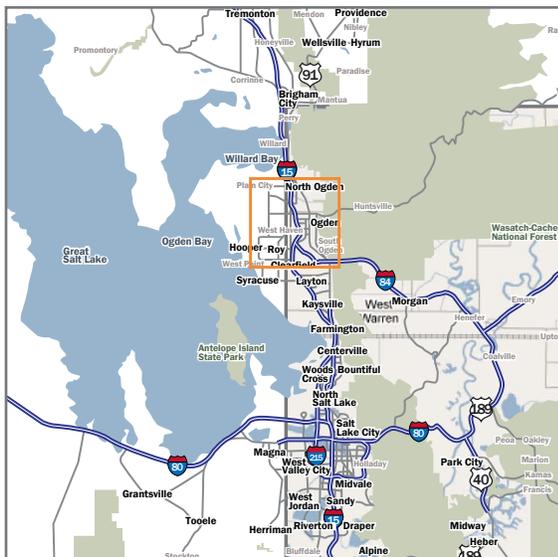
The following site analysis will provide insight to the project site, neighborhood and Ogden City.

#### 2.1.1 Site Location

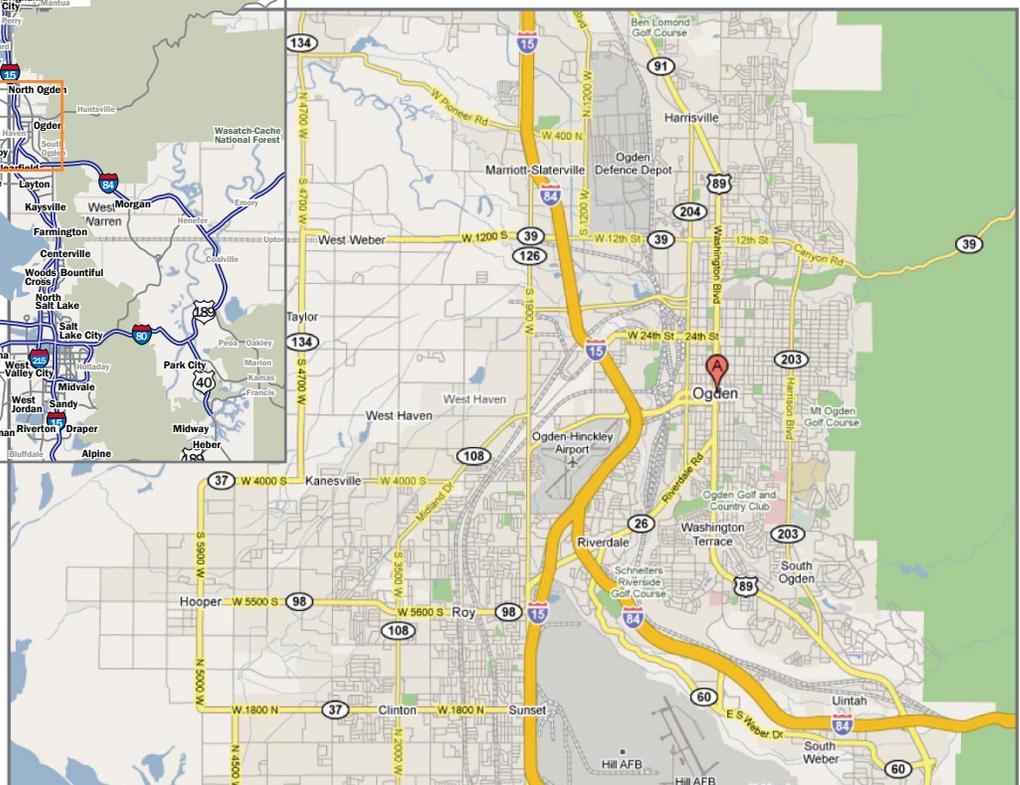
The proposed Juvenile Court will be located in Ogden, Utah. Ogden City is located north of Salt Lake City, west of the Wasatch Mountains and east of the Great Salt Lake. The Ogden River and the Weber River both travel through Ogden before entering the Great Salt Lake.

Ogden was first settled in 1846 by trappers. Over the course of 20 years, the City transitioned from a trading post to the junction of the Transcontinental Railroad, a railroad hub and a thriving metropolis. After World War II, rail travel became less popular and military operations and manufacturing operations overtook railroad as the prime economic driver in Ogden City. "When the military downsized and the Defense Depot Ogden was closed, the City regrouped and redesigned the massive military facility into a progressive business community." <http://www.ogdenicity.com>

"Elevations in Ogden range between 4,300 and 5,200 feet above sea level, with local mountains soaring to 9,500 feet. Ogden enjoys four distinct seasons. Temperatures average in the mid-80s during July, the hottest month of the year. January, the coolest month, has average temperatures in the mid-20s. Ogden has a population of 82,702 with a median age of 28.6 years and an average household of 2.72 persons. Downtown Ogden has daytime population of 8,500, and there are over 114,500 people living within a 10 minute drive of downtown." <http://www.ogdenicity.com>



An area map of the Wasatch Front is to the left and an Ogden City map is below.



**2.1.2 Site Summary**

The proposed project site is located on 20th Street, between Wall Avenue and Lincoln Avenue. The site is in a transitional location, between traditional industrial and manufacturing areas, upcoming commercial blocks and residential neighborhoods north of Downtown Ogden.

As illustrated in the image below, there are a variety of building types and uses near the project site. This is also an area the City of Ogden would like to see redeveloped as a mixed use zone. This variation in existing uses and redevelopment potential leaves the proposed site open to a wide array of options for building placement, site layout and design considerations.





*A variety of building types and uses surround the site. The top image illustrates adjacent warehouses that are being redeveloped for commercial and institutional uses. The bottom image is of a semi-truck manoeuvring through an adjacent residential area. The middle right image shows new commercial development near the project site.*

## S I T E   A N A L Y S I S

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The site currently has an abandoned gas station and contamination from the gas storage tanks as well as a number of smaller buildings that once contained automotive shops and other small services uses. There are also small masonry buildings that have been abandoned and are in poor repair. These are all in the process of being taken down to accommodate re-development.

The project site is currently zoned Industrial, but the City envisions the site will be re-zoned as either Mixed-Use or Central Business District to encourage a more appropriate development pattern, and promote the development goals of the area. Although this is a State project, it is important to understand the local zoning code requirements. These have been summarized in Appendix B.



*Existing buildings surrounding the site are still primarily industrial and service uses. These may be redeveloped in the future as revitalization occurs in this area.*



*The existing service station building is slated for demolition. A brownfield remediation plan will need to be generated and the soils contaminated by the gasoline tank leaks will need to be removed and replaced, per the plan.*

The proposed project site is 675'-6" long and 273'-6" deep. It is the entire bank of land between Wall Avenue and Lincoln Avenue. It spans from 20th Street, over an abandoned easement for Rushton Street. Assuming all easements have been abandoned, the project site is 184,750 square feet. The proposed program will not exceed 85,000 square feet. This results in a maximum floor area ratio (FAR) of .46.

There are a number of unique site characteristics. A gas station and a coal gasification plant that were once located on the project site have leaked oil and other hazardous materials into the ground, making the site a brownfield. Remediation will occur prior to starting the design for the Juvenile Courthouse, but the implications of the remediation process need to be understood and considered as development occurs.

The Ogden River was once diverted to run through the project site. This may have impacted the soil stability in portions of the project site and should be considered and assessed prior to beginning construction.

*Other structures on the site have been demolished, and or are slated for demolition to prepare for redevelopment.*



### 2.1.3 Site Access

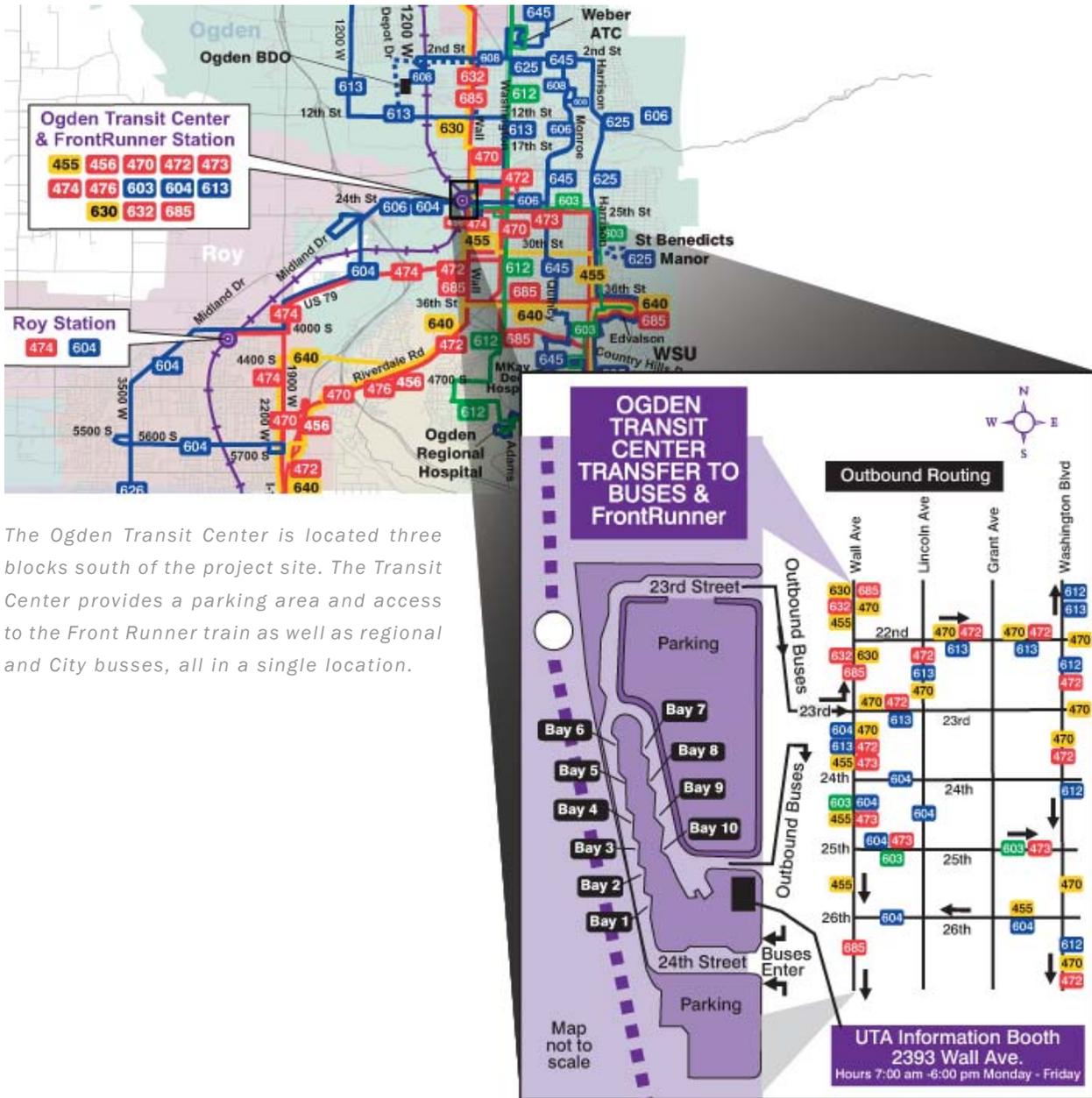
Automobiles have convenient access to the site from the three primary adjacent streets, Wall Avenue, Lincoln Avenue and 20th Street.

The existing pedestrian access, via sidewalk is very inconsistent. The adjacent streets are a minimum of four and up to six lanes wide and sidewalks may or may not exist. As this area redevelops, enhanced pedestrian access will result. As of now, the site is currently inaccessible to pedestrians from the north, west and south on the west side of the site. The east side of the site is accessible via sidewalk from the south east and north. There is not a continuous sidewalk across the site in the east / west directions

The Ogden Transit Center is located three blocks south of the project site. The Transit Center provides a parking area and access to the Front Runner train as well as regional and City busses, all in a single location. This will provide an opportunity for many of the building users to use public transportation. The project may be able to reduce the quantity of parking stalls for staff and visitors as public transportation is so convenient to the site.



- - - ➔ primary automobile access
- ● ● ● existing sidewalks



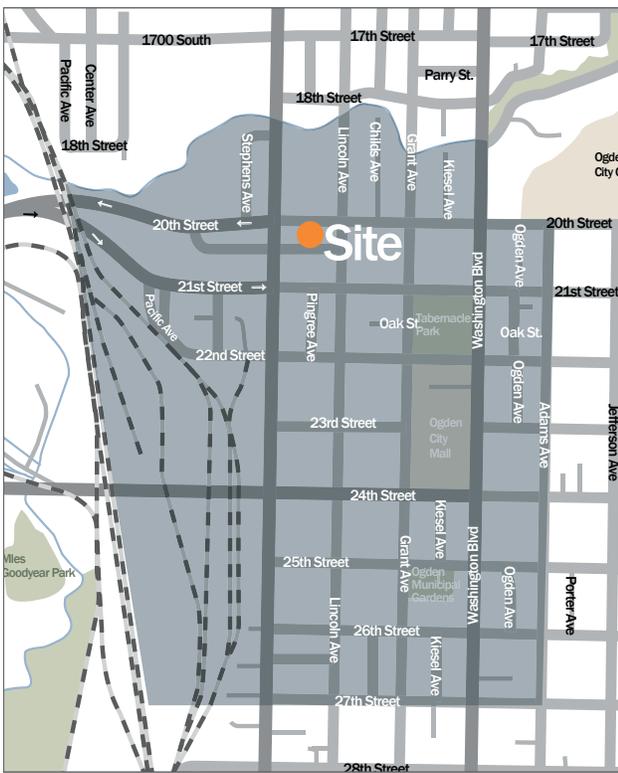
The Ogden Transit Center is located three blocks south of the project site. The Transit Center provides a parking area and access to the Front Runner train as well as regional and City busses, all in a single location.

## 2.2 SITE LAND USE AND PLANNING GOALS

The following section presents the goals for the project site presented by the City of Ogden. There are two planning documents that have been developed by the City that incorporate the project site, these are the Ogden Central Business District Community Plan and the Wall Avenue Corridor Plan.

### 2.2.1 Ogden Central Business District (CBD) Community Plan

The Ogden Central Business District Community Plan was created to guide new development in the downtown area. The plan encourages new development in the area to promote pedestrian activity, provide a variety of uses to enliven the Downtown Ogden Area and make Downtown Ogden a destination for arts, culture and entertainment within the Wasatch Front.



*This area is considered to be within the Central Business District Community Plan.*

Fifteen key goals were identified in the plan. These are:

1. Strengthen the positive perception of the City
2. Expand Community Pride
3. Improve the knowledge of what to do in the CBD
4. Focus “Community Gathering” at defined locations
5. Provide for more efficient use of land for parking in the downtown
6. Define movement within the downtown
7. Develop and enhance the various modes of Transportation options for the CBD
8. Pedestrian Linkages between significant locations within the CBD
9. Provide for appropriate activities and land uses
10. Build upon our Urban Identity
11. New development should embody sound urban form and respect the context of Ogden’s already built environment
12. Promote downtown as a positive environment for living, working, dining, shopping, professional services and entertainment.
13. Use economic development in a focused manner for downtown development.
14. Provide for increased housing density and quality in the CBD.
15. Improve the neighborhoods in and around the CBD.

The following text is an excerpt from the CBD Community Plan. The first is goal one and the latter is goal eleven.

Community Identity

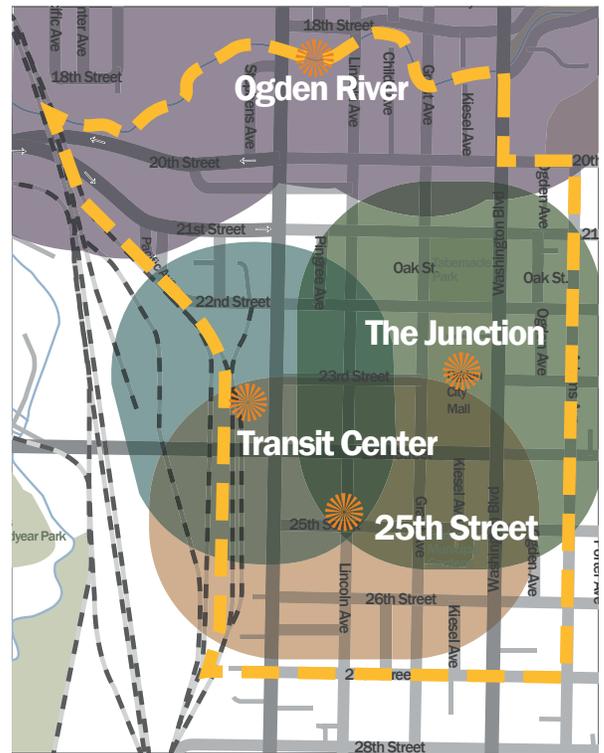
1. Strengthen the positive perception of the City

Ogden City's downtown has faced the challenges typical of most U.S. downtowns in the last thirty years; that of decline due to the shifting market patterns and the decentralization of the population away from the city center. Ogden is one of a few Utah cities that had developed around a strong central city core and has not developed in the past few decades from vacant farm ground. Key to the success of anything, including a downtown is the way it portrays itself and the confidence property owners, business owners and the general population have in the downtown. Our initial visual impressions about the downtown, whether right or wrong, determine our general mind set about a community. If the initial perception is negative it takes a lot of effort to change that mind set. One key area to focus on in presenting a good first impression is the physical aspects of the downtown.

11. New development should embody sound urban form and respect the context of Ogden's already built environment

11.B Explore ways for LEED certifications for new and retrofitted buildings for the CBD. Disincentives, such as increased impact fees may be a method to encourage LEED design for energy dependent applications.

The images to the right have been taken from the CBD Community Plan. The top image illustrates the walkability of the area and the lower image demonstrates intended land uses for the area.



walkable downtown

- 1/4-mile walk 25th Street
- 1/4-mile walk Transit Station
- 1/4-mile walk Junction
- 1/4-mile walk Ogden River
- CBD boundary



CBD land use vision

**2.2.2 Wall Avenue Corridor Plan**

The goals of the Wall Avenue Corridor Plan should be considered in correlation with the Central Business District Community Plan. This second plan has set forth specific goals for development along Wall Avenue. The project site is shown to be office and urban mixed use in this plan. This use is in keeping with the occupancy, hours and functions of a court facility.



The objective for this area is to promote offices and mixed use development that will support the retail and services in the downtown core. Pedestrian linkages and enhanced access to transit should be encouraged to allow easy access to the nearby services.

The following text has been taken from the Wall Avenue Plan. The presented sections include the background and primary goal of the Wall Avenue plan.

**A. Goal**

*Create a functional corridor along Wall Avenue, between 12th Street and 36th Street, that is economically viable, defines and supports the multi-segmented land use areas, and enhances the identity of Ogden.*

**B. Overview**

*Wall Avenue is a unique corridor that reflects the economic changes that have occurred in Ogden City. Historically this corridor supported a railroad economy that thrived in the late 1800's and early 1900's. As the railroad industry declined, so did the economy along Wall Avenue. By the 1970's fewer commercial businesses were thriving along the corridor.*

*Today, Wall Avenue is poised for a revival with recent attention being devoted to its redevelopment. In March of 2001 a Corridor Study was completed for the portion of Wall Avenue beginning from 12th Street and ending at 36th Street. The study outlines important strategies for developing a "new vision" this section of the corridor. This new vision is based upon principles found in context sensitive and urban design solutions that will help generate economic and social activity in the downtown core, preserve the Jefferson neighborhood, and support the other industrial and commercial use areas at either end of the corridor.*

**wall avenue corridor**

- city center urban mixed use
- office urban mixed use
- Jefferson neighborhood
- auto-oriented industrial
- auto-oriented commercial
- transitional area

## 2.3 PHYSICAL SITE CHARACTERISTICS

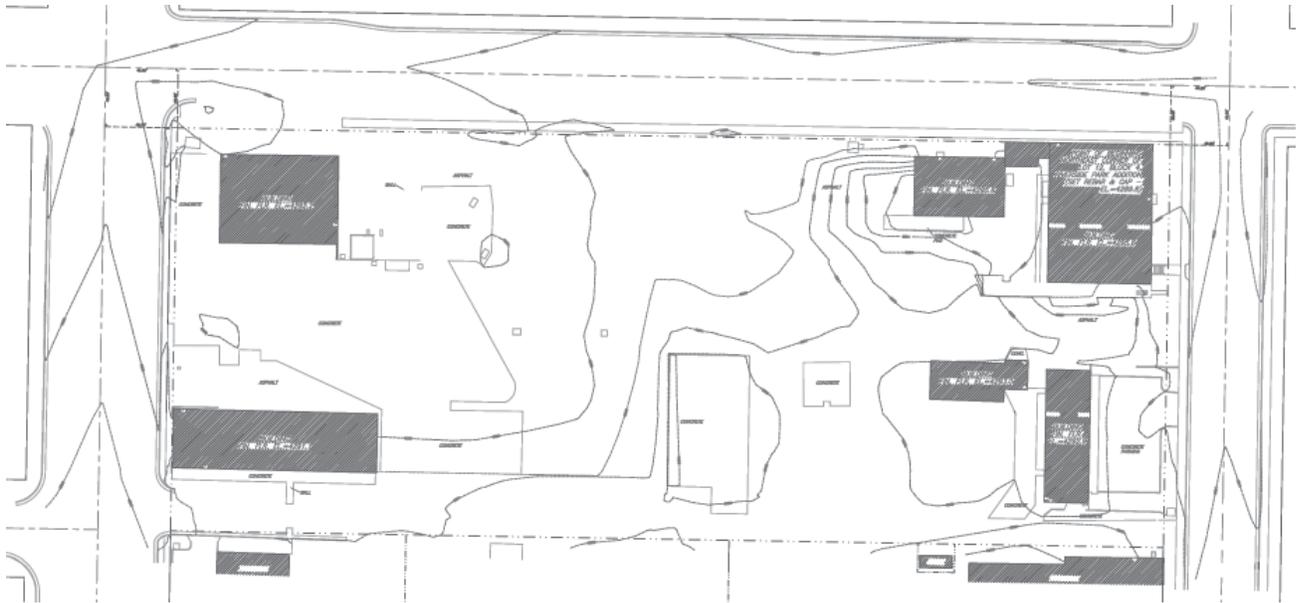
### 2.3.1 Physical Site Features

#### Existing Development

All existing development on the site will be demolished. All remediation that is recommended in the environmental analysis will occur prior to development.

#### Topography

The existing topography has been disturbed by previous development. The final grading of the project site cannot be determined until after the removal of existing buildings, foundations and concrete and asphalt pads.



#### Vegetation

There are a number of existing trees on the project site. The majority are located in the center of the site. It is unlikely that these will be able to be maintained as planted. The trees that are not an invasive species should be maintained and transplanted if possible. Trees deemed unsuited for the project and site should be removed and reused in the project or on the project site.



**2.3.2 Climate Information**

**Solar Access**

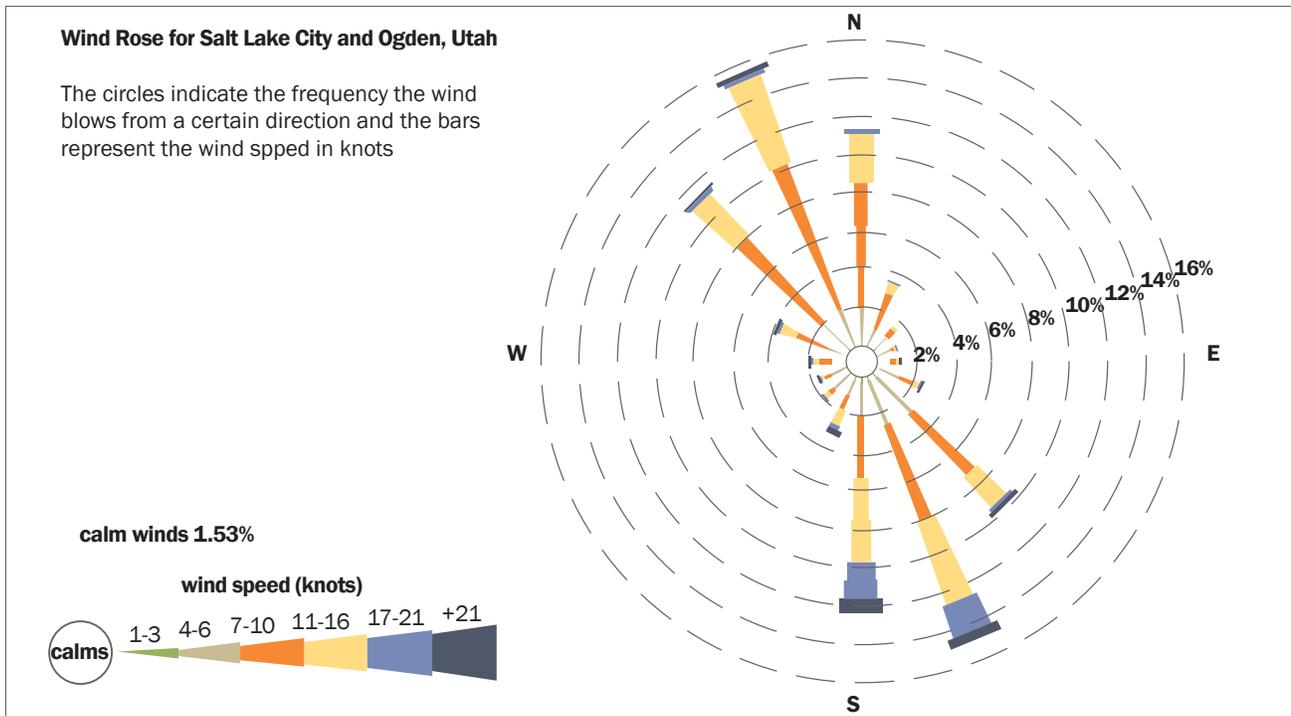
The project is oriented east / west which is ideal for solar orientation. There are currently no tall buildings to the south of the site that would cast shadows on the site. The following table provides solar altitude and azimuth information for Ogden City and should be used to establish solar orientation and sun shading devices for the building.

	Summer Solstice			Winter Solstice		
	Time	Altitude	Azimuth	Time	Altitude	Azimuth
Sun Rise	05:00	.4	58	08:00	11	122.6
Peak Sun	12:30	72.2	180	12:30	25.4	180.8
Sun Set	20:00	0.4	302	17:00	.1	238.5

In addition, Ogden City has the potential to generate between 5. and 5.5 kilowatt hours per square meter per day with a photovoltaic array.

**Prevailing Winds**

Winds tend to be difficult to pinpoint and incorporate into the design of a project. A wind rose is presented below to help define the wind speeds and directions typical for the Wasatch Front. The specific wind conditions at the site cannot be known without site specific altimeter data.



Temperature, Precipitation and Degree Days

The following data is from the National Weather Service Regional Climate Center. It presents the 30 year averages for maximum temperatures, minimum temperatures, precipitation and heating and cooling degree days for Ogden City.

	January	February	March	April	May	June	July	August	September	October	November	December	Annual
M a x i m u m Temperatures	36.8	43.2	53	61.9	71.2	82.2	90.5	88.9	78.2	65.2	48.8	38.4	63.2
M i n i m u m Temperatures	20.9	24.6	32.6	39.3	47.2	55.8	62.9	61.7	52.1	41.2	30.4	22.3	40.9
Precipitation (inches)	2.32	2.16	2.44	2.49	2.9	1.47	0.91	1.02	1.75	2.27	2.01	1.96	23.71
HDD (base 65)	1096	872	674	428	207	50	2	4	89	362	752	1065	5603
CDD (base 65)	0	0	0	6	40	177	371	330	102	5	0	0	1031

Data from the National Weather Service Regional Climate Center, information reflects 30 year averages.

**2.3.3 Views from Project Site**

Views toward the Wasatch Front exist throughout Ogden. the primary views from the site are to the north, east and southeast toward the mountains. Key views include Ogden Canyon to the east, Willard Peak to the north, northeast and prominent downtown buildings to the southeast of the project site.



**2.3.4 Views to Project Site**

The Courthouse will be seen by drivers and pedestrians alike as they move through the area. A primary view toward the project site will be as seen by drivers, going east toward Downtown Ogden on 20th Street. The Courthouse will be located on the right side of the road, framing the entry to Ogden Canyon. The building may also be seen from Wall Avenue and Lincoln Avenue.



The top image is a view looking west and south from the project site to the Wasatch Front and Wasatch-Cache National Forest. The bottom image is a view of Willard peak to the north.

**2.3.5 Geotechnical Investigation Report**

A geotechnical report has not been completed for this site. This will need to occur before the project design begins. The result of the environmental analysis and soils remediation will impact the soil properties on the project site. As a result, the geotechnical analysis should be conducted in correlation with the environmental analysis.

**2.3.6 Environmental Analysis**

An Environmental Analysis is underway. At this point an ASTM Phase 1 Environmental Site Assessment has been completed for the project. The results of this assessment are that the northwest corner of the site has had 6 oil tanks leaking over the years, causing the ground to be contaminated. There was also a coal gasification plant on the south of the property that has left residual contamination.

The team is working to test various areas of the site and clear the contamination where feasible. An ASTM Phase 2 Site Assessment and remediation is currently in progress.

The groundwater at the site is around 6.5 feet below the surface. Currently, contamination has been found as deep as 13 feet below grade. This should be taken into account as the project progresses.

Vapor intrusion methods will need to be undertaken in correlation to the project to minimize the introduction of harmful vapors into the building. Indoor air quality test should also be considered once construction is complete.



## 2.4 EXISTING SITE UTILITIES

### 2.4.1 Existing Utilities Summary

#### Gas

Gas service is available to the project site on all 4 sides. Primary gas lines are located on Wall and Lincoln Avenues with a secondary line along the abandoned Rushton Street easement. Gas lines enter the site at the northeast, northwest and south sides of the site.

#### Water

Water lines are located on Wall Avenue, 20th Street and Lincoln Avenue. Specific locations of water service to the site is currently unknown.

#### Sewer

Sanitary Sewer lines are located along the three primary streets adjacent to the site. There are two lines along 20th Street. It is unknown where sanitary sewer lines enter the site.

#### Storm Drain

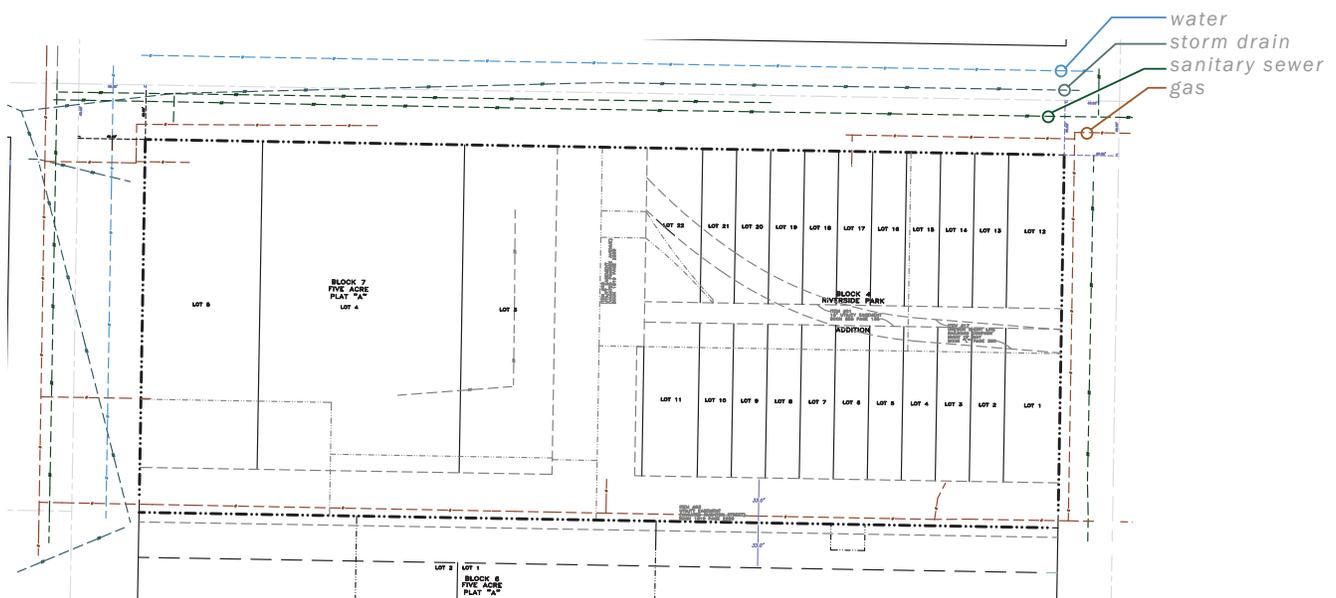
Storm Drain manholes and catchbasins are located throughout the project site. The Storm Drain lines are located along 20th Street and Wall Avenue.

#### Communications

A single telephone manhole has been located on Lincoln Avenue, on the north end of the site. There is a telephone box on the northeast corner of the site.

#### Power

Overhead power lines exist around the perimeter of the site. Overhead lines that run along the north side of the abandoned Rushton Street easement may need to be removed or buried as the project progresses.



## 2.5 SITE PLANNING

### 2.5.1 Orientation

The building and site features should be placed for optimal solar orientation. As the site has a long southern exposure, a linear building, taking advantage of the solar orientation should be considered. The solar orientation should also be considered for all site features, including landscaped areas, plaza spaces, transit stops and any other outdoor amenities.

In addition to solar orientation, the site has three public sides, along the primary roadways, and a private side, along the abandoned Rushton Street. The Building should be oriented to face and enhance the public edges and take advantage of the private side for the more secure spaces and needs.

### 2.5.2 Access

Accessibility to and around the site is a key consideration for site planning. Pedestrian access, bicycle access, automobile access, service access and secure access should all be considered when designing the site.

### 2.5.3 Outdoor spaces

All parking areas should be accessed from the primary streets and be buffered from the street by a minimum of 15 feet of landscaped space.

Public plaza space should be located at or near the building entry with convenient access from all public ways. Sidewalks will be located around the site as well as around the parking areas. The sidewalks adjacent to the streets should be setback from the back of the curb at least four feet to allow for plants and provide a buffer between the roadway and pedestrians.

Landscaped areas should be designed to enhance the site, compliment the building, improve the pedestrian experience and provide a visual amenity for building users.

### 2.5.4 Future Expansion

The building should be sited to allow for future expansion. A site master plan should be created to outline how growth can occur in the future.



## 3.0 Building Requirements

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### 3.1 ARCHITECTURAL PLANNING PRINCIPLES

#### 3.1.1 Notable Downtown Ogden Buildings

A variety of landmark buildings exist in Downtown Ogden. These include stunning examples of art deco design such as Ogden High School and the Ogden City Building. Other historic architectural icons include the historic Biglow Grand Hotel and the Ogden City Post Office. In addition to the historic buildings, new more modern buildings exist that show the progression and future of architecture in Ogden. These include the recently renovated Egyptian Theater, LDS Temple and new Cinaplex . Each of these existing buildings helps define the level of quality expected from a civic building in Ogden.





**Key components of Ogden Art Deco include:**

- Emphasis on verticality in detailing
- Creation of a prominent entryway
- Brick as the primary exterior material
- Repetition of punched openings
- Stepping of the building mass to reduce the perceived building scale
- Additional height at the ground level for prominence
- The siting of the building within the site, with landscaping surrounding the building



*Existing historic buildings should be considered when designing the new court facility. The Ogden City Building, Ogden High School and Ogden Forest Service Buildings are shown.*



*The Biglow Grand Hotel, right, and the Ogden City Post Office, to the left both reflect the quality of design and history of Ogden.*

The Post Office, shown in the top image and lower left image, is a beautiful example of building presence and quality of craftsmanship expected in a civic building. The primary qualities of this building and other prominent historic buildings in Ogden that should be considered include:

- The predominant use of brick and stone as an exterior material
- Additional height at the ground level for prominence
- The location of the building at the sidewalk edge
- Parking located to the rear of the building
- Enhanced detailing
- Reflection of it's time and prominence
- Repetition of punched openings
- Variation in the facade to reduce the perceived mass of the building

## BUILDING REQUIREMENTS

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More recent architectural examples also exist and should be considered as the design of the new facility develops. Key architectural features that should be considered include:

- Integration of curtainwall in the facade design
- Monolithic building massing
- Reflection of the time the building was built
- Enhanced streetscape design



*All three buildings shown reflect the technology and design styles of the era in which they were constructed.*

### 3.1.2 Utah State Courts Recent Courthouse Buildings

Up until 1999, the State DFCM and the AOC has been plagued with outdated buildings that were uniquely designed around non standardized programs that have left Courts with several ineffective, nonfunctional facilities. In 1999, a prototypical court house design was developed around a standardized kit of parts that could be assembled in different size, story and site configurations. The prototype has standardized functional courtroom design standards and programming while maintaining flexibility of architectural expression and site specific needs and restraints.

Since 1999 the prototype concept has been utilized for the development of the Logan First District Courthouse, the Tooele Third District Courthouse, the South Jordan Third District Courthouse, and the St. George Fifth District Courthouse have all been built under the prototypical model. Standardization of elements such as courtroom size bench configuration building signage and prisoner circulation has all been resolved through the prototypical kit of parts.

Although the prototype has resolved many of the “old” challenges ongoing changes in courthouse, security, and code requirements have required an ongoing update of the prototype design principles. Changes such as building security effected by 9/11, updated code modifications to courthouse accessibility, and updates to the International Building Code have all also have created the need for modifications to court room size and configuration.



*The prototype has been used to inform the designs of the Logan first District Courthouse, above.*

### 3.1.3 Architectural Codes And Standards

The minimum codes and standards that apply to the design of new buildings include current editions of the following:

- International Building Code (Current Edition)
- DFCM Design Standards (Current Edition)
- State of Utah Courthouse Design Standards
- Codes and Standards referenced in the most current LEED rating system
- ADA Accessibility Guidelines (Current Edition)

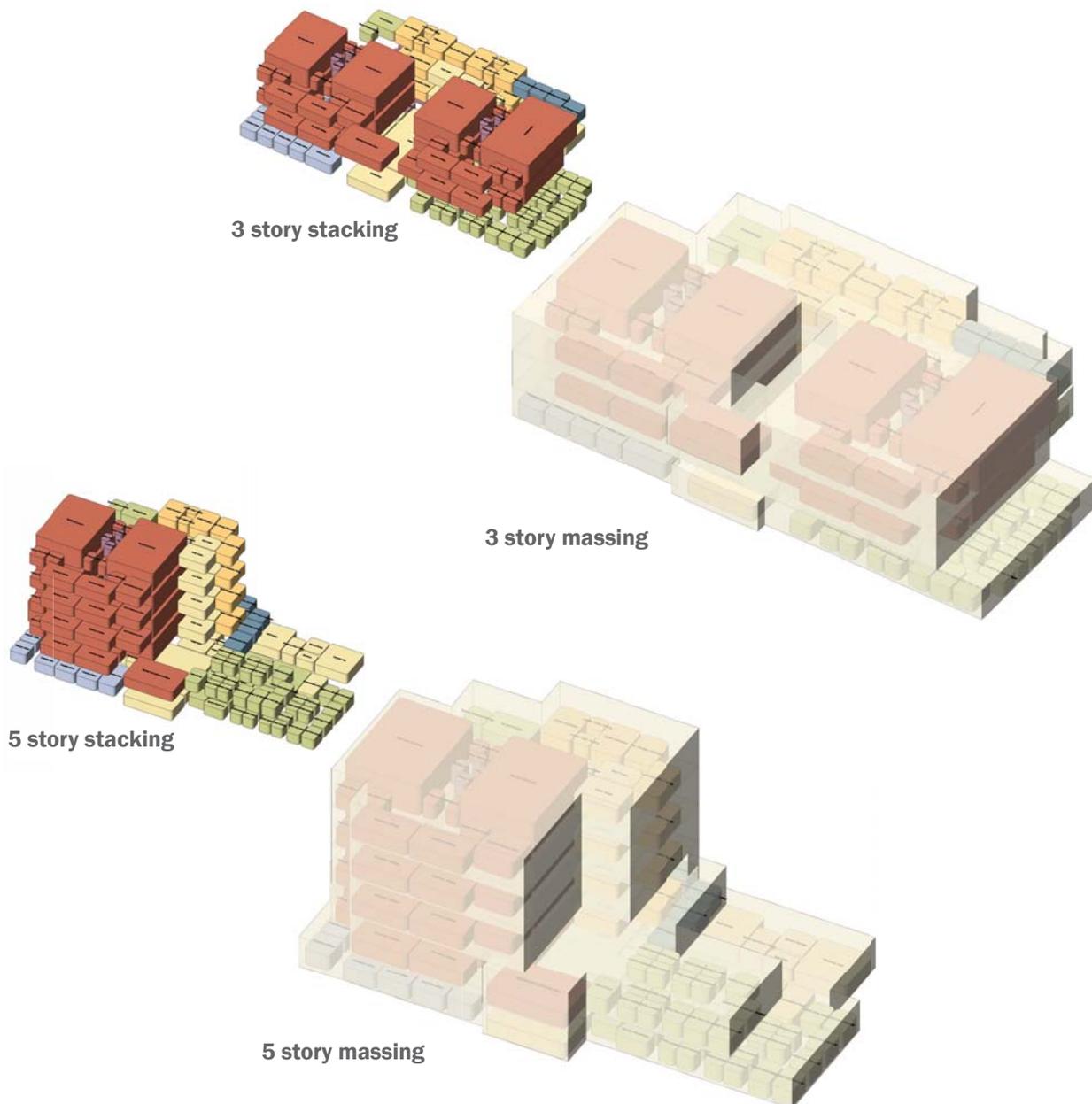


*The prototype has been used to inform the design of the St. George Fifth District Courthouse, above.*

**3.1.4 Building Form And Mass**

The proposed site for the Ogden Juvenile Court facility is generally a long narrow site that dictates a linear or rectangular building footprint. With a program for eight courtrooms, the new facility is anticipated to be a minimum of three stories height . Allowing for any future growth of the courthouse, five to six stories may be considered for the original structure so that future needs could be accommodated on the same site.

As noted in section 3.1.1, downtown Ogden is replete with buildings designed in the art-deco architectural style which creates a potential building character that should be considered by the design team. It is anticipated that the courtroom floors would be typical in size from floor to floor, however the street level floor which is anticipated to house support programs could be have a larger footprint as long as it addresses potential future expansion.

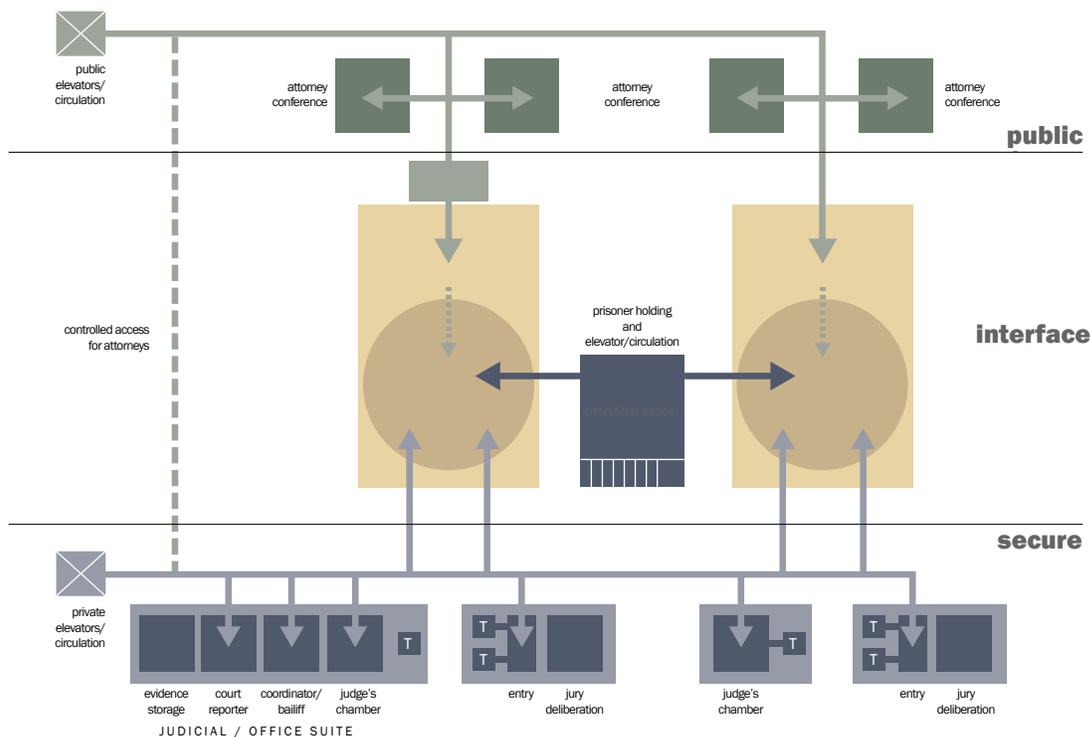


### 3.1.5 Interaction Of Building Users

There are three distinct groups of building users in a courthouse. The first is the public, the second is the staff and the third is the Sheriff and prisoners area. The only location in which the three groups merge is at the courtroom. The public should be limited to access only public spaces and services designate to the general public. It is important that the public be separated by secure interfaces from staff areas to ensure security for the staff and preservation of the judicial processes. It is also vital that the public and staff not have access to secure holding cell areas outside the courtroom.

The staff area should be secured so that there is no threat from unauthorized public or prisoner interference. The staff should be able to move around the secured areas without having to enter into public areas.

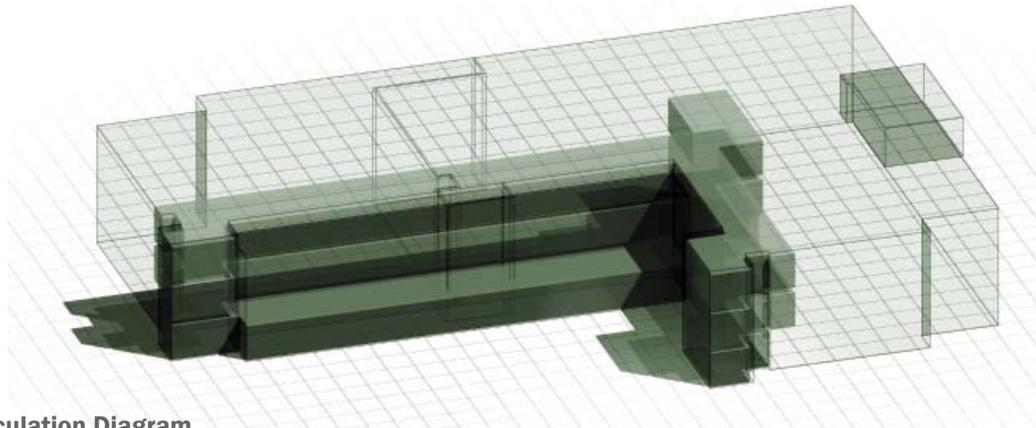
The interstitial space, or area occupied by the Sheriff's and prisoners, will be completely separate from all other building areas. The prisoners will only interact with other building users in the courtrooms or through secured conference areas.



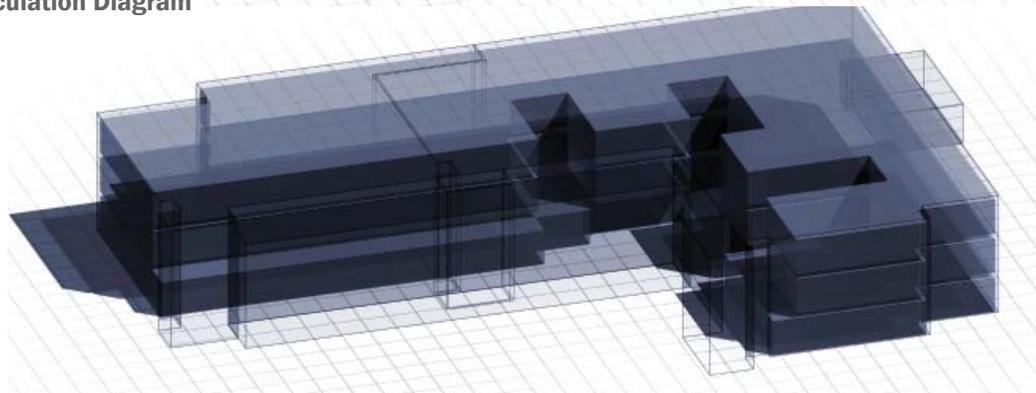
*This diagram illustrates the interaction between the public area, the staff area and the prisoner area at the courtroom. These interaction of the three building users will need to be considered throughout the design of the courthouse.*

**3.1.6 Circulation**

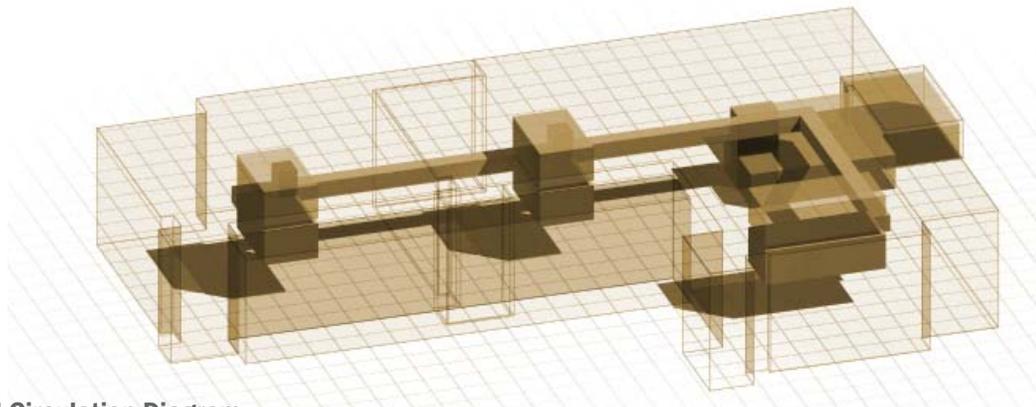
Three different circulation systems will need to be considered in the design of the facility. The first is the public circulation. This route will be accessible once a visitor has been through security. The courtrooms, attorney-client conference rooms and other public uses will be accessible from the public circulation route. The second circulation route will be the secured areas, within which the staff can move freely, without concern for unauthorized public entry or prisoners being present. Secure parking with secure building access should be provided for the judiciary. The third circulation system will be the interstitial space, which will be used to transport prisoners. This circulation path needs to be secured and separated from the rest of the court facility.



**Public Circulation Diagram**



**Secure Circulation Diagram**



**Interstitial Circulation Diagram**

### 3.2 SUSTAINABLE DESIGN

Sustainability will be integral to the design and construction of the Ogden Juvenile Courthouse. This facility will be designed to a LEED Silver minimum level, per the State of Utah standards. In addition, the site and building should be design to enhance pedestrian access in and around the site, set a high level of design as a benchmark for future development in the area and meet the goals set forth by the City of Ogden for redevelopment in the Central Business District.

#### 3.2.1 Community Enhancement

The proposed project site is a previously developed parcel that is in need of redevelopment. In addition, the existing site is a brownfield, and will require abatement to become a viable site for the new building. This remediation and redevelopment will enhance the neighborhood and encourage additional redevelopment of surrounding areas.

In addition to the benefits of revitalizing the proposed site, the quality of building materials and plant materials used will ensure that the project remain a neighborhood landmark and benchmark of design for future development for the next half century and beyond. The site will also be designed with safe, comfortable sidewalks and pedestrian ways as well as a beautiful pedestrian plaza at the main entry, to enhance the pedestrian experience as well as the greater community.

#### 3.2.2 Site Design

The project site shall be designed with sustainability in mind. The paved areas will be minimized and concrete will be used in lieu of asphalt where possible to reduce the urban heat island effect.

Both stormwater quality and quantity should be controlled and stormwater should be retained and filtered on site to the extent feasible. Green roofs, porous paving, retention basins and other alternative landscape methods that control stormwater should all be considered.

The landscape will be primarily native or adapted vegetation and use drip and low water irrigation system. The irrigation system should have a weather station integrated into the system to ensure the irrigation responds to the temperature and precipitation levels. This will also make sure the irrigation levels are appropriate for the various seasons.

The site will be designed and lit to ensure a safe environment for pedestrians. The site lighting will also be designed with full cut off light fixtures to minimize night sky light pollution.

#### 3.2.3 Construction Practices

Sustainable practices will be followed during the construction of the project. A construction waste reuse and recycling program will be created and followed to minimize the amount of construction waste that is taken to the municipal landfill. An indoor air quality plan during construction will also be generated and followed through construction to ensure construction practices minimize potential contaminants in the building. This plan will address a number of items, including the cleanliness of the job site, proper installation and cleanliness of building air systems and proper ventilation of the building when hazardous materials are being installed. Once the construction is complete, a building flush will occur to remove lingering indoor air pollutants from the building prior to occupancy.

Sustainable building materials, including local materials, materials with recycled content and low and no VOCs (volatile organic compounds) should be used to the extent feasible.

### 3.2.4 Indoor Environment

The interior environment should create a healthy, comfortable, calming experience for the building users. This should be accomplished through the design of the building systems as well as the design of the building and finishes used.

The building shall be designed to meet the thermal comfort requirements set forth in ASHRAE 60-1. Both thermal and lighting controls should be provided in all occupied spaces. Operable windows should be integrated into the project design to allow ventilation, daylight and views.

To provide a connection to nature and create a more comfortable interior environment, all courtrooms and individual offices should have access to daylight as well as photocell sensors to ensure the lights dim when ample daylight is available. Corridors and waiting areas should also have access to daylight if feasible. Views toward the mountains and Downtown Ogden should be framed and highlighted in the design of the building.

Interior finishes and furnishings should meet all applicable sustainable standards. They should also be able to withstand the daily wear and tear by building users, as juvenile court facility users are especially hard on finishes and furnishings. The final material selection should also consider the lifespan of the facility. A more natural palette with splashes of accent colors will last longer, thus being more sustainable than a trendy color palette that the users may want to replace within a decade.

### 3.2.5 Resource Conservation

The building systems, including the building envelope, mechanical and electrical systems shall be designed to reduce resources use.

The building envelope will have exterior, continuous insulation to provide a more effective thermal barrier. The envelope shall also be designed to reduce leakage. Each building facade should be designed to respond to the environmental conditions, ensuring the building is as efficient as possible. This includes designing and specifying glazing based on solar orientation, daylight needs, wind exposure and access to views.

The building mechanical systems will be designed to take advantage of the high performing building envelope. Indirect / direct evaporative cooling can be used to reduce the need to cool with the cooling tower. If a high cooling load is determined, thermal ice storage should be considered. Thermal displacement ventilation should also be considered as this system typically provides a more comfortable environment as well as reduce the size of fans and reduce the energy needed to pre-cool the air.

Occupancy sensors and photocell sensors shall be integrated into the design of the building to reduce energy use. Each office and workstation should be design with individual task lighting to allow a lower overhead lighting level, where feasible. High efficiency lamps and ballasts shall be used to further reduce the energy needed to light the facility.

Individual meters should be used to provide data on the energy used for the lighting systems and major mechanical systems in the building.

Additional guidance on the building architectural design was presented in the previous pages and mechanical and electrical system design requirements are presented in the following sections.

3.2.6 LEED Checklist

All buildings in the State of Utah must be LEED Silver Certified. The following LEED v. 3 checklist reflects the sustainable design goals for the Ogden Juvenile Courthouse Facility, as set forth on the previous pages.



LEED 2009 for New Construction and Major Renovation

Project Checklist

Project Name

Date

21	0	3	<b>Sustainable Sites</b>	<b>Possible Points: 26</b>
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Y	N	?		
Y			Prereq 1 Construction Activity Pollution Prevention	
1			Credit 1 Site Selection	1
5			Credit 2 Development Density and Community Connectivity	5
1			Credit 3 Brownfield Redevelopment	1
6			Credit 4.1 Alternative Transportation—Public Transportation Access	6
1			Credit 4.2 Alternative Transportation—Bicycle Storage and Changing Rooms	1
		3	Credit 4.3 Alternative Transportation—Low-Emitting and Fuel-Efficient Vehicles	3
2			Credit 4.4 Alternative Transportation—Parking Capacity	2
			Credit 5.1 Site Development—Protect or Restore Habitat	1
1			Credit 5.2 Site Development—Maximize Open Space	1
1			Credit 6.1 Stormwater Design—Quantity Control	1
1			Credit 6.2 Stormwater Design—Quality Control	1
			Credit 7.1 Heat Island Effect—Non-roof	1
1			Credit 7.2 Heat Island Effect—Roof	1
1			Credit 8 Light Pollution Reduction	1

5	0	0	<b>Water Efficiency</b>	<b>Possible Points: 10</b>
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Y			Prereq 1 Water Use Reduction—20% Reduction	
2			Credit 1 Water Efficient Landscaping	2 to 4
		<input checked="" type="checkbox"/>	Reduce by 50%	2
		<input type="checkbox"/>	No Potable Water Use or Irrigation	4
			Credit 2 Innovative Wastewater Technologies	2
3			Credit 3 Water Use Reduction	2 to 4
		<input type="checkbox"/>	Reduce by 30%	2
		<input checked="" type="checkbox"/>	Reduce by 35%	3
		<input type="checkbox"/>	Reduce by 40%	4

13	0	2	<b>Energy and Atmosphere</b>	<b>Possible Points: 35</b>
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Y			Prereq 1	Fundamental Commissioning of Building Energy Systems	
Y			Prereq 2	Minimum Energy Performance	
Y			Prereq 3	Fundamental Refrigerant Management	
9	9	9	Credit 1	Optimize Energy Performance	1 to 19
				Improve by 12% for New Buildings or 8% for Existing Building Renovations	1
				Improve by 14% for New Buildings or 10% for Existing Building Renovations	2
				Improve by 16% for New Buildings or 12% for Existing Building Renovations	3
				Improve by 18% for New Buildings or 14% for Existing Building Renovations	4
				Improve by 20% for New Buildings or 16% for Existing Building Renovations	5
				Improve by 22% for New Buildings or 18% for Existing Building Renovations	6
				Improve by 24% for New Buildings or 20% for Existing Building Renovations	7
				Improve by 26% for New Buildings or 22% for Existing Building Renovations	8
				<b>X</b> Improve by 28% for New Buildings or 24% for Existing Building Renovations	9
				Improve by 30% for New Buildings or 26% for Existing Building Renovations	10
				Improve by 32% for New Buildings or 28% for Existing Building Renovations	11
				Improve by 34% for New Buildings or 30% for Existing Building Renovations	12
				Improve by 36% for New Buildings or 32% for Existing Building Renovations	13
				Improve by 38% for New Buildings or 34% for Existing Building Renovations	14
				Improve by 40% for New Buildings or 36% for Existing Building Renovations	15
				Improve by 42% for New Buildings or 38% for Existing Building Renovations	16
				Improve by 44% for New Buildings or 40% for Existing Building Renovations	17
				Improve by 46% for New Buildings or 42% for Existing Building Renovations	18
				Improve by 48%+ for New Buildings or 44%+ for Existing Building Renovations	19
	2	2	Credit 2	On-Site Renewable Energy	1 to 7
				1% Renewable Energy	1
				3% Renewable Energy	2
				5% Renewable Energy	3
				7% Renewable Energy	4
				9% Renewable Energy	5
				11% Renewable Energy	6
				13% Renewable Energy	7
2			Credit 3	Enhanced Commissioning	2
2			Credit 4	Enhanced Refrigerant Management	2
			Credit 5	Measurement and Verification	3
			Credit 6	Green Power	2

BUILDING REQUIREMENTS

**5 0 3 Materials and Resources Possible Points: 14**

Y			Prereq 1	Storage and Collection of Recyclables	
			Credit 1.1	Building Reuse—Maintain Existing Walls, Floors, and Roof	1 to 3
				Reuse 55%	1
				Reuse 75%	2
				Reuse 95%	3
			Credit 1.2	Building Reuse—Maintain 50% of Interior Non-Structural Elements	1
2			Credit 2	Construction Waste Management	1 to 2
				50% Recycled or Salvaged	1
				75% Recycled or Salvaged	2
			Credit 3	Materials Reuse	1 to 2
				Reuse 5%	1
				Reuse 10%	2
2			Credit 4	Recycled Content	1 to 2
				10% of Content	1
				20% of Content	2
1		1	Credit 5	Regional Materials	1 to 2
				10% of Materials	1
				20% of Materials	2
		1	Credit 6	Rapidly Renewable Materials	1
		1	Credit 7	Certified Wood	1

**11 0 4 Indoor Environmental Quality Possible Points: 15**

Y			Prereq 1	Minimum Indoor Air Quality Performance	
Y			Prereq 2	Environmental Tobacco Smoke (ETS) Control	
1			Credit 1	Outdoor Air Delivery Monitoring	1
		1	Credit 2	Increased Ventilation	1
1			Credit 3.1	Construction IAQ Management Plan—During Construction	1
1			Credit 3.2	Construction IAQ Management Plan—Before Occupancy	1
1			Credit 4.1	Low-Emitting Materials—Adhesives and Sealants	1
1			Credit 4.2	Low-Emitting Materials—Paints and Coatings	1
1			Credit 4.3	Low-Emitting Materials—Flooring Systems	1
		1	Credit 4.4	Low-Emitting Materials—Composite Wood and Agrifiber Products	1
1			Credit 5	Indoor Chemical and Pollutant Source Control	1
1			Credit 6.1	Controllability of Systems—Lighting	1
1			Credit 6.2	Controllability of Systems—Thermal Comfort	1
1			Credit 7.1	Thermal Comfort—Design	1
1			Credit 7.2	Thermal Comfort—Verification	1
		1	Credit 8.1	Daylight and Views—Daylight	1
		1	Credit 8.2	Daylight and Views—Views	1

4	0	0	<b>Innovation and Design Process</b>	<b>Possible Points: 6</b>
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1			Credit 1.1 Innovation in Design: Building Education Program	1
1			Credit 1.2 Innovation in Design: Enhanced Durability	1
1			Credit 1.3 Innovation in Design: Exemplary Performance Recycled Content	1
			Credit 1.4 Innovation in Design: Specific Title	1
			Credit 1.5 Innovation in Design: Specific Title	1
1			Credit 2 LEED Accredited Professional	1

2	0	0	<b>Regional Priority Credits</b>	<b>Possible Points: 4</b>
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1			Credit 1.1 Regional Priority: SSc2	1
1			Credit 1.2 Regional Priority:SSc4.1	1
			Credit 1.3 Regional Priority: Specific Credit	1
			Credit 1.4 Regional Priority: Specific Credit	1

61	0	12	<b>Total</b>	<b>Possible Points: 110</b>
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Certified 40 to 49 points   Silver 50 to 59 points   Gold 60 to 79 points   Platinum 80 to 110

### 3.3 STRUCTURAL DESIGN CRITERIA

The Ogden Juvenile Courts Facility structural system shall be designed to meet the needs of the facility over the next 50 years. This will require consideration of various structural systems to find a solution that meets the many requirements of the facility, including overall performance, flexibility and durability.

#### 3.3.1 Structural Codes And Standards

The minimum codes and standards that apply to the design of new buildings include current editions of the following:

- International Building Code (Current Edition)
- American Institute of Steel Construction (AISC) with Commentary
- ACI 318 Building Code Requirements for Reinforced Concrete
- American Iron and Steel Institute (AISI) specifications for the Design of Cold Formed Steel Structural Members
- American Welding Society ANSI/AWS D1.1 Structural Welding codes
- Steel Joist Institute (SJI) for Joists and Girders
- Steel Deck Institute (SDI)
- DFCM Design Standards (Current Edition)

#### 3.3.2 Site Specific Criteria

The structural systems in the facility shall be designed to meet specific site-driven requirements. Some of these requirements include:

- Soil bearing pressure characteristics based on a site specific Geotechnical Investigation for the referenced site.
- Wind velocity 90 MPH, (3 second gust) Exposure C.
- 20 PSF roof live load. 50 PSF roof snow load.
- 100 PSF floor live load including partitions.
- 30" footing depth, minimum.
- Soil profile characteristics for ground acceleration - used for design.
- Seismic criteria, with soil profile as directed in the Soils Report.

#### 3.3.3 Structural Design Considerations

The building may be 3-6 stories in height and may be divided into different wings, each housing specific functions. The column spacing should be based on the most efficient layout for the various functions. It is important that these functions stack in some efficient manner so that similar floor loading and vibration requirements satisfied. The floor-to-floor heights vary from 15'-0" for office and standard uses to 18'-0" for courtrooms and specialty uses.

The structural framing system and framing components may vary depending upon different architectural requirements, service load needs, desired performance, and availability and economics of material. Additionally, column spacing is usually dictated by occupancy and functional needs. Different column spacing can suggest different framing scenarios.

The environmental impacts of structural systems and materials should be considered. Where concrete is used, a higher level of fly ash should be specified. All steel joists and rebar should be regionally extracted and manufactured and all steel products should contain a high quantity of recycled content. In addition, a structural system that can withstand a seismic event with minimal damage should be considered to ensure the building does not need to be completely rebuilt after such an event.

## Gravity Loading Criteria

### **Ground Floor**

The ground floor of the structure is anticipated to have a slab-on-grade type floor. The program does not include a basement, nor is one anticipated. Should a basement be required or added to the program, similar on-grade assumptions noted below can apply. The potential of a below grade access tunnel may be incorporated for the transport of high-risk personnel.

The slab-on-grade shall be designed to satisfy all characteristics of the geotechnical report for the given site. Care should be taken to minimize surface cracks as well as to prevent moisture from permeating from below the slab. In most locations it is not anticipated that the slab-on-grade will experience loads that would exceed that of an ordinary institutional facility, thereby permitting normal reinforcing.

In those locations where specialized loads are required such as heavy file storage or equipment locations, the slab depth should be increased.

While the foundation systems cannot be completely resolved until information from the soils engineer is evaluated, it is hoped that typical continuous footings and conventional spot footings could be utilized to support the building loads. Combining some footings may be an option as a means to reduce footing sizes and formwork costs.

### **Steel Floor Framing**

The general framing system could consist of steel wide-flange composite beams supporting a 3" steel deck. It is suggested that the deck span 10' +/- to maximize the deck's efficiency. This will result in the steel framing spaced approximately 10' apart. Mid-story circulation areas should utilize light weight concrete and optimize orientation of the metal decking.

A concrete fill would be placed on the deck. Various composite deck configurations should be evaluated to ensure the floor system meets the structural and vibration criteria while reducing the overall floor system depth. Lightweight concrete should be considered if it is regionally available and cost effective. The advantages of light weight concrete can be realized in the foundation design and the steel tonnage. Light weight concrete is not as desirable in those areas where the concrete floors are exposed. All floor assemblies should be designed as a 2 hour fire rating assembly through the floor deck. Varying the thickness of the concrete fill is usually more economical than spraying the underside of the metal deck with a fireproofing material.

## BUILDING REQUIREMENTS

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Beams will have minimal camber. If camber is determined to be more efficient in some of the floor beams, the camber will be limited to 75% of the construction DL deflection. Perimeter beams and those beams below rest rooms, lobbies and large moment or braced frame beams are generally not cambered. If elevated floor slabs are not exposed and act as finished surfaces, saw-cutting of these slabs would not be required. Nominal reinforcing will be provided directly over the gird line beams to assist in crack mitigation.

Steel wide flange columns will support the gravity loads.

In areas where floor loads are in excess of 100 psf and vibration requirements are desired to be at 2,000 micro-inches per second, the steel premium could reach 20%-30% above that of office areas. It is not practical to design for vibrations of 1,000 micro-inches per second on elevated steel framing. Areas with such stringent criteria should be located on grade. (Such vibration results can be achieved with a concrete cast in place structure.) It is not anticipated that vibration requirements would ever exceed 2,000 micro-inches per second for this facility.

### **Steel Roof Framing**

Roof framing members could be a combination of open-web steel joists and joist girders. Steel wide-flange beams could also be used where fabrication costs of joist girders are excessive or heavy concentrated loads are required to be supported. Steel wide-flange sections will also be used at all braced frame and moment frame beam lines, and around the perimeter. It is unknown how many penetrations (skylights) will be included, what penthouse requirements there may be, or what other ornamental features are supported by the roof, parapets, etc.

All roofs will be designed to accommodate a photovoltaic array and / or light weight vegetated roof system. These may not be incorporated into the initial design, but may be added at a later date without adding structural capacity.

Concrete housekeeping pads may be required below mechanical equipment. Such locations are more efficiently framed with wide flange sections.

If the roof system is framed with steel sections it is our recommendation that only wide flange sections be used. This will provide a clean surface from which to suspend HVAC loads.

### **Interior Wall Systems**

The interior wall systems will generally not be used to support gravity or lateral loads. They will be designed to support those required loads specified in the code with reference to partition loads, etc. Several locations may utilize concrete masonry block wall construction for security purposes. Such walls will be grouted solid and reinforced in each cell for security reasons. These walls may or may not be gravity load-bearing and may or may not resist lateral loads.

### **Exterior Wall Systems**

A combination of wall types may be used on the perimeter of the structure. When concrete masonry block is used, such walls will provide both vertical and lateral support for the structure. When a block wall is used in those areas where security is identified, such walls will be grouted solid and reinforced in each cell. Concrete masonry block walls used to support floor loads are to be reinforced per design requirements and grouted solid. When block walls are only supporting roof loads and are in a non-secure location, solid grouting is not required. Other wall systems may be used depending upon architectural considerations. Where non-structural non-load bearing walls are utilized, care should be taken to minimize deflection and such wall should be properly attached to the structure.

### Seismic Loading Criteria

Seismic loads enter a building by way of ground accelerations. These ground accelerations are absorbed by the lateral force resisting system of a building. Several different types of structural systems can resist these lateral forces. The number of bays requiring frames and/or shear walls is different for each system. The code dictates this number in order to ensure appropriate redundancy.

Typically, seismic loads will govern lateral loading criteria for a building design of this type. This is true for both a structural steel building and a concrete frame building. However, it is important that various elements of the structure be properly designed to resist the prevailing wind loads as well. These elements may include overhangs, roof projections, exterior cladding systems, window mullions, etc.

### Steel Frame Structure

#### **Steel Moment Frames**

It may not be possible to find acceptable locations for braced frames in one or both directions. As an alternative, steel moment frames can be placed along at least two column grid lines. These lines should be as symmetrical as possible and preferably along the outside grids. The number of moment frame bays required to satisfy the code requirements varies. Moment frames will provide ultimate flexibility for building layout and may be quite efficient.

#### **Steel Braced Frames**

Braced frame locations will be in areas where they have minimal impact on the architectural characteristics of the building. They should be able to be located in one direction without compromise. These lines may be located along core areas, mechanical room walls or stair towers. The code will require a minimum number of braced frame bays in each direction depending upon floor plan size. In all cases the braced frames must align vertically from the roof level to the foundation. If organizational factors make vertical alignment impractical, the cost of braced frames can rapidly approach that of moment frames.

It is not practical to combine moment frames and braced frames in the same direction. With all things being equal, the premium for moment frames could be \$1.00 - \$1.50 per square foot.

### Structural Costs

A comparison of the building construction time and the impact on the construction schedule between various structural systems should be considered when choosing the final system for the building. Time of year for construction could be a significant factor. Lead times for certain structural components should also be investigated.

All cost comparisons between structural systems should include interface costs between other building components and systems including architectural, mechanical, and electrical. Life cycle costs may be significant when considering the possibility of a seismic event.

### Floor-to-Floor Heights

The most significant costs associated with increasing the floor-to-floor heights are reflected in the lateral framing system. If moment frames are required, there could be a premium of 10%-15% in the frame sizes for both columns and beams. This is a result of the tall floor to floor heights. It should be noted that the additional lengths of the columns and exterior skin will also incur an additional expense.

## BUILDING REQUIREMENTS

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### Grid Spacing

Appropriate grid spacing is dependent upon building functions and circulation. This could result in a varied column spacing in each direction. Normalizing the spacing of grids generally reduces construction costs and improves the structure.

### Plan Configuration

Locating the various functions of the project in localized areas will result in efficient framing. Stacking vertically similar functions also results in an efficient structural frame. Transfer beams above grade are not efficient for vertical framing.

### Site Soils

The characteristics of the building site can often times influence the appropriate foundation system and thus impact the framing systems above. Soil issues should be completely reviewed and compared with the proposed foundation system.

### **3.3.4 Structural/Building Systems Coordination**

The structural system shall be coordinated with the architectural systems as well as the mechanical, electrical and plumbing systems. Locations of exceptionally sized structural members shall be highlighted to allow coordination at interstitial spaces and avoid conflicts through the design and construction processes.

### 3.4 ACOUSTICAL CONSIDERATIONS

There are three main acoustical considerations, or conversely, problems, that must be dealt with in any modern building; acoustical privacy, control of background noise, and proper acoustical design of the space. There are well-established standards for all three, and are especially critical in design of courtroom facilities, where clear speech intelligibility is critical. If these principles are adequately dealt with in the design phase, and carried through to finished drawings and construction, they will assure acceptable acoustical conditions in the finished project. The criteria are:

#### **3.4.1 Acoustical Privacy**

Proper design of structure to assure proper, air tight, isolated sealing of all possible sound leakage paths. Minimize both speech and other noises between occupied spaces.

#### **3.4.2 Control of Background Noise**

Adequate control of potential sound interference from sources outside occupied spaces. These include: noises inside or outside the facilities, and from or into critical occupied spaces (i.e. Court rooms, Judge's chambers, Jury rooms, private counsel rooms, HVAC systems, street traffic, etc.).

#### **3.4.3 Acoustical Design**

Proper acoustical design of court room space must be adhered to in order to assure good intelligibility between the various participants. Typically, modern court rooms of any size will incorporate some form of speech reinforcement, in addition to the usual recording equipment for the clerks; this can be combined into a single, coordinated electronic system. This, combined with an adequately quiet background noise level in the courtrooms, (< NC-30), should assure effective voice communication as well as quality recordings of courtroom proceedings.

All of these requirements can be specified and provided for during design. Coordination between the designers and a qualified acoustical engineer followed by effective, timely inspections during the construction will ensure these criteria are met.

### 3.5 MECHANICAL DESIGN CRITERIA

The mechanical system shall provide heating, ventilation, air conditioning, plumbing and fire sprinklers.

#### 3.5.1 Mechanical Codes & Standards

All work shall be executed in accordance with all underwriters, public utilities, local and state rules and regulations applicable to the trade affected.

A sampling of the applicable codes\* are as follows:

- Utah Boiler and Pressure Vessel Rules and Regulations
- International Mechanical Code (IMC)
- International Building Code (IBC)
- International Plumbing Code (IPC)
- International Fuel Gas Code (IFGC)
- International Fire Code (IFC)
- National Electrical Code (NEC)
- NFPA #13, Installation of Sprinkler Systems
- NFPA #14, Installation of Standpipe and Hose Systems
- Other applicable NFPA and UL regulations.
- ASHRAE Handbooks

\* The current adopted editions.

#### 3.5.2 Mechanical Design Parameters

##### Energy Efficiency

The mechanical systems for the new courthouse shall be energy efficient. The new courthouse shall be designed to be a minimum of 28% more energy efficient than ASHRAE 2007 or the most recent energy code, adopted by LEED.

Per LEED v.3 standards, a energy model is required to be submitted during the design phase of the project to demonstrate the new courthouse's energy performance. The energy efficiency performance shall be measured using the Energy Cost Budget method as modified by the standard "State of Utah Standard for Energy Efficiency in New State Buildings". This energy model should be started early in the schematic design phase and used to help inform energy use and equipment decisions. The analysis shall be prepared by a licensed mechanical engineer and submitted to the Green Building Certification Institute and the State for review.

##### DFCM Design Regulations

The design and construction shall comply with the programming requirements and the current Utah State Division of Facilities and Construction Management (DFCM) Architect and Engineer Design Guide.

##### Seismic

All equipment shall be furnished structurally adequate to withstand seismic forces as outlined in the International Building Code for the project locations seismic zone. Equipment bases shall be designed for direct attachment of seismic snubbers and/or seismic anchors.

### Design Criteria

Standard design temperatures are listed below. These should be reviewed, and if possible adjusted to reduce energy use.

	Winter	Summer
Indoor	68°F	76°F
Outdoors	-10°F db	95°F db

### Ventilation

Ventilation rates shall be in compliance with ASHRAE Standard 62 (most current edition) including all addendum.

### Humidity control

No humidity control is required.

## 3.5.3 Mechanical Design Considerations

### Building Location

The building is located in Ogden, Utah. The site analysis presented in Section 2 includes climate data and other pertinent location information. Particular attention should be paid to specific site characteristics such as climate, solar orientation and specific user requirements.

### Building Modifications

The new system layouts and design will need to be modified as necessary to accommodate any new courthouse floor plan changes, building envelope changes, fenestration changes, etc. Mechanical spaces are changed in the new courthouse floor plan.

### Court Room Air Handling Systems

The courtrooms in the prototype were served by the main building air handling systems. The courtrooms in the new courthouse shall be served by separate, air handling units. The courtroom air-handling units shall serve a maximum of 2 courtrooms each. This will provide for operational flexibility. The main building air handling units shall continue to serve the remaining areas of the new courthouse.

### Future Additions

The facility may undergo future additions. The new courthouse plumbing systems, heating piping, cooling piping, and fire sprinkler piping, shall be sized and routed to areas most feasible for future extensions to the future additions. Valving shall be provided to facilitate future tie-ins.

The boilers and heating pumping systems shall be sized for the future additions.

The cooling pumping systems shall be sized for the future additions. Provisions for the addition of a supplementary chiller shall be included in the design.

## BUILDING REQUIREMENTS

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### Heating

Natural gas is available at the site and shall be utilized for space heating.

The hot water heating system shall be similar to the prototype design consisting of gas-fired boilers. Solar hot water heating systems should be analyzed as a potential hot water source.

Total boiler capacity shall exceed the total heating requirements.

### Cooling

Indirect / Direct evaporative cooling should be considered in correlation with a chilled water system, similar to the prototype design.

### Air Handling Systems

The air distribution system shall be similar to the prototype design utilizing central air handling systems located indoors in mechanical rooms.

The air handlers should have the appropriate automated controls for each space type. The usage patterns and individual control requirements should be considered when defining controls for the courthouse.

Thermal displacement ventilation should be considered for the air distribution system. Economizers and heat exchangers will increase the efficiency of the air handling systems and may be incorporated into the mechanical system design where appropriate.

### Plumbing

Systems will be designed in compliance with the State Code, Local Codes, and NFPA.

Soft water shall be provided for the domestic hot water. Cold water to fixtures shall be supplied from a separate hard water line.

A system for roof drainage with overflow drains shall be provided.

Underground waste, vent, roof drain and roof drain overflow piping shall be either PVC or ABS plastic drainage piping using DWV fittings and installed in accordance with the manufacturers' recommendations.

Above-ground waste, vent, roof drain and roof drain overflow piping shall be standard weight cast iron.

Roof drains and roof drain overflow shall have cast iron strainers. Water harvesting from the roof drains as well as any applicable evaporative cooling flush should occur to supplement the landscape irrigation system.

It is important that hot water be available, on demand at each fixture.

### Temperature Controls

The Automatic Temperature control system shall be a State-of-the-Art, Microprocessor based, distributed processing control system using proven products and technology. Where applicable, VAV boxes may be tied to occupancy sensors or timers to reduce heating and cooling in unoccupied spaces.

Thermal controls will be provided for a minimum of 50% of individual workstations and all multi-occupant spaces in the building, per LEED requirements

The microprocessor system shall be equipped with secure internet access to allow the remote monitoring programming and troubleshooting by the control system representative.

Central system control valves and dampers shall be electric/electronics. No pneumatic operators will be allowed.

Terminal box controls shall be electronic. Room thermostats and room thermostats in public areas shall have concealed adjustment and concealed set point. Thermostats in office areas shall have exposed adjustment. Thermostats in prisoner accessible areas shall be tamper resistant.

### Testing and Balancing

The systems shall be balanced and adjusted by person or persons fully familiar with mechanical systems of the type and whose main business is the balancing and adjustment of mechanical systems.

The balancing contractor must be certified either by NEBB, or AABC.

### Fire Protection

The entire building shall be protected with a wet pipe fire sprinkling system. Non-heated spaces requiring sprinkler protection will use dry type sprinklers or antifreeze solution for freeze protection.

The fire sprinkler heads in any holding cells and other prisoner accessible areas which use security type ceilings and walls shall be institutional type sprinklers.

### Commissioning

The systems shall be commissioned by an independent agent hired by DFCM. This contractor shall provide mechanical, sheet metal, testing and balancing and ATC contractors to assist the DFCM commissioning agent in the commissioning of the mechanical systems.

### 3.6 ELECTRICAL DESIGN CRITERIA

#### 3.6.1 Electrical Codes and Standards

Codes that are directly applicable to design of the electrical system are listed below. This project shall comply with each of the latest adopted publications of the following codes and standards. In case of conflicts between these standards, or between standards and other information contained in program criteria, obtain written clarification from the Owner's representative prior to submitting proposal. Where discrepancies or differing interpretations occur, the most stringent (usually recognized as being the most costly) interpretation shall be enforced.

- ANSI (applicable sections)
- ASHRAE 90.1
- DFCM, Division of Facilities and Management, Design Criteria
- EIA/TIA, Electronics Industries Association/Telecommunications Industry Association.
- IESNA Lighting Handbook and Recommended Practices as applicable.
- IBC 2000, International Building Code
- NEMA
- NFPA 70, The National Electrical Code; NFPA 72, National Fire Alarm Code, and other applicable NFPA sections.
- State of Utah Fire Marshal Requirements.
- UL (applicable sections)
- Utah Judicial System Master Plan for Capitol Facilities

The intent of this document is to set forth constraints and establish minimum levels of function and quality. Wherever possible, an attempt had been made to identify quantities, however it is recognized that final quantities and exact locations of every device or equipment item cannot be determined at the schematic level and that is a function of the final design solution to the program.

#### 3.6.2 Lighting Systems

##### Energy Efficiency

Lighting systems for the facility should maximize energy efficiency while providing adequate illumination for performance of specified tasks. Lighting levels should be in conformance with the Recommended Illuminance Categories and Illuminance Values for Lighting Design, 8th Addition, IES Lighting Handbook. Total lighting load and control for the facility must meet the calculated lighting power budget and requirements of ASHRAE/IES 90.1 standards, except that the unit power density targets should be reduced by at least 15%-20%. Where applicable, task lighting systems should be employed to minimize energy consumption.

Exit lighting is to comply with IBC codes. Design emergency lighting for means of egress to 1 cf minimum to comply with IBC. Include emergency lighting in restrooms, electrical rooms, communication rooms and mechanical rooms.

Initial and life cycle costs will be compared for major system types, with emphasis on maximizing deficiencies of light sources and utilizing the most efficient luminaires suitable for the task involved. Generally, light sources will be fluorescent. Where appropriate, for larger spaces, spaces with high ceilings, or exterior areas, high intensity discharge sources will be utilized. LED and other efficient systems should be studied for life-cycle costs and savings.

### Ballasts and Lamps for Fluorescent Systems

The most efficient ballasts feasible should be used throughout the facility. Ballasts for compact fluorescent lamps (where used) should be high power factor, and universal wattage type. Low temperature ballasts should be used in all outdoor lighting fixtures where appropriate.

High efficiency, economical fluorescent lamps, suitable for operation on the efficient ballasts indicated above, should be used in the facility. Specify lamps complying with EPA TCLP requirements. Where appropriate minimize the number of lamp types used.

### Task Lighting

Where appropriate to the lighting task, incandescent lamps may be used. Where applicable, tungsten halogen lamp technologies with infrared reflecting film (IR) will be used. Encapsulated PAR lamps are referable to A-shape lamps.

### Lighting Control

Provide automatic lighting control to comply with ASHRAE 90.1. Coordinate lighting controls with owner to ensure lighting controls are acceptable in all areas. Interface lighting controls with building management system. Select occupancy sensors for the appropriate applications and control for daylight harvesting. Specify dual technology ceiling mounted directional sensors in private offices, and small rooms with manual off switches. Specify ultrasonic sensors in restrooms. Provide a minimal amount of unswitched night lights through out the building. Utilize relay panels for the programmable lighting control.

- Offices: Occupancy Sensor with multi-zone switching and dimming. Integrate photocell sensors where applicable.
- Conference, Group and Meeting Rooms: Occupancy sensors, multiple switches with programmable control. Integrate photocell sensors where applicable.
- Courtrooms: Multiple switches with programmable control. Integrate photocell sensors where applicable.
- Lobby / Corridors: Programmable control, unswitched emergency.
- Toilet Rooms: Occupancy sensors, unswitched emergency
- Stock / Storage Rooms: Occupancy sensors.
- Mechanical / Electrical Rooms: Switched normal and emergency
- Holding Cells: Programmable control and emergency.
- Parking: Photocell and Programmable control.
- Walkways: Photocell and Programmable control.
- Courtyard: Photocell and Programmable control.

## BUILDING REQUIREMENTS

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### Lighting Level (FC)

Minimum maintained average foot-candle levels for typical spaces are listed below. Deviation from these criteria may be required to accommodate individual space needs or reduce energy consumption. Also see space outline sheets for lighting additional requirements.

- Offices: 33 plus task light
- Conference, Group and Meeting Rooms: 0 - 50 variable
- Courtrooms: 0 – 70 variable
- Spectator Seating: 25
- Lobby/Corridors: 10-20
- Toilet Rooms: 30
- Stock Rooms / Storage Rooms: 30
- Mechanical / Electrical Rooms: 20
- Holding Cells: 20
- Parking: 1 fc 4 to 1 min/max
- Walkways: 1-2
- Courtyard: 1 to 2fc at a 4 to 1 min/max

### Exterior Lighting Systems

Provide exterior systems that are compatible with lighting levels in the surrounding area and sufficient for security of the building exterior but minimizes light pollution. Areas, which depend on surveillance from closed circuit cameras, shall be illuminated to higher light levels or CCTV cameras must be specified to operate at reduced light levels. Circuit fixtures so that the proper amount of security illumination is provided from dusk till dawn and controlled automatically from a photocell. Circuit other exterior fixtures utilizing a combination of photocell and time schedule control. Emergency power to exterior fixtures in high security areas should be considered.

### 3.6.3 Power Distribution Systems

#### Electrical Service

Electrical Service should be 3-phase, 4-wire service provided by means of a pad-mounted transformer provided by the local power company, where applicable.

#### Service Entrance

Service Entrance equipment will utilize a circuit breaker main type with circuit breaker or fusible branch feeds. Service entrance equipment and main switchboards shall be provided with 25% spare capacity after providing capacity for anticipated future expansion.

#### Distribution Equipment

Panelboards and other distribution equipment shall be provided with 25% spare capacity and spaces/spares after providing capacity for anticipated future expansion. Panelboards shall be located in dedicated electrical equipment rooms with 25% additional space for future equipment.

#### Future Equipment

Electrical equipment rooms shall have 25% additional space for future equipment.

#### Mechanical Equipment

Provide motor control centers for areas where 3 or more motors are grouped. All 3-phase motors shall be provided with phase-loss protection. Provide variable frequency drives where required for mechanical equipment in compliance with DFCM and DYC requirements.

#### Power and Raceway

Provide power and raceway for all equipment requiring electrical connections. All equipment and furniture required by the Owner/end user, whether it is furnished in this contract or a separate contract, shall be provided with power and raceway rough-in for complete operation. Coordinate furniture connections with furniture system suppliers to ensure furniture connection points are correctly located.

#### Raceways

All raceways and conduit will meet DFCM Standards.

#### Galvanized Rigid Conduit (GRC)

Will be used in all hazardous locations as required by the NEC. Coated GRC conduit shall be used in all underground installations where conduit bends exceed 22-1/2 degrees either in horizontal or vertical planes. Coated GRC shall be used where conduits come up out of concrete.

#### Electrical Metallic Tubing (EMT)

Will be used for indoor feeders and branch circuits in dry walls and above ceilings.

#### Rigid Plastic Conduit

Schedule 40 PVC will be used for main feeders, subfeeders, and branch circuits buried under floor or below grade.

#### Conduit Size

Minimum conduit size shall be 3/4" except for prefabricated fixture whips.

#### Cable Tray

Provide a cable tray system so that cable raceways do not extend more than 50' max to the cable tray. Conduits shall be stubbed and fastened to the cable tray. Include pull strings in all empty conduits. Include raceway for all technology systems whether furnished as a part of the construction contract or furnished by the Owner. Where indicated provide empty raceway for security systems.

#### Spare Raceways

Provide spare raceways from the main communications closet, the main electrical room, and the control room for future expansion. Provide raceways for interconnection of duress, telephone and data system between the existing Sheriff's facility and this facility. Extend raceways out past building footings in the areas where the expansion will be built. Stub 5 empty conduits out of each panelboard above the ceiling of adjacent rooms for future expansion.

#### Conductors

All conductors must be copper with THHN/THWN insulation. All conductors to be sized per NEC with a minimum size of #12. Conductors #8 and larger to be stranded. Conductors for branch circuits shall be sized to prevent the voltage drop exceeding 3% at the farthest load. The total voltage drop on both feeders and branch circuits shall not exceed 5%. When calculating the voltage drop, the load shall be assumed to be 80% of the ampacity of the branch circuit and feeder conductors.

### Branch Circuit

Branch circuit shall be loaded no more than 80% of what is allowed by NFPA 70. Where outlets are intended for a specific piece of equipment, the load of the equipment shall be based on the equipment nameplate. Otherwise, allow no more than 6 convenience outlets per circuit or 4 outlets per circuit serving workstations computer terminals. Outlets with dedicated branch circuits are required for vending machines, copy machines, break room counters, A/V cabinets and other locations likely to have equipment requiring dedicated circuits. Each branch circuit homerun shall have no more than 3 circuits per raceway. For circuit serving electronic equipment, provide oversized neutral for each group of 3 circuits, or provide a dedicated neutral conductor per circuit.

### 3.6.4 Systems Coordination

A fault and coordination study shall be performed by a licensed electrical engineer to indicate available fault current at all points in the distribution system. System coordination shall be studied, and fuses or breakers selected to ensure minimum system outage due to overloads or fault currents. Breakers with adjustable long time, short time, instantaneous and/or ground fault settings shall be set at levels for optimum system coordination.

### Transient Voltage Surge Suppression

Provide transient voltage surge suppression (TVSS) and “noise” protection at service equipment (each main) and on branch panelboards in the facility, which serve computer terminals. TVSS units may be integral to the panelboard or switchboard, or individually mounted “stand-alone” units. However, if individual units are used, they shall be placed immediately adjacent to the panelboard or switchboard to minimize the effects of increasing clamping voltages due to excessive lead lengths.

### 3.6.5 Emergency Power System

#### Requirements

Emergency generator is required for life safety functions, and as back-up for commercial power to critical equipment items. Life safety functions include means of egress lighting, lighting to certain critical spaces, and power for the fire alarm system, security electronics and all smoke management equipment where required. Additional items, which should be considered as part of the Emergency Power system, shall be the HVAC systems, building telephone system, data and file server equipment. Label all emergency power outlets indicating that the outlet is provided with emergency power.

#### Generator

Each area should be supplied with emergency power from a diesel driven generator set sized as required by the loads. Generator shall be provided with remote annunciator, skid mounted fuel tank (for minimum of 24 hours of operation at full load), batteries and battery charging and water jacket heater. If the generator is located outside a weatherproof housing will be necessary along with fuel heater if extreme cold is anticipated.

### 3.6.6 Special Systems

#### Telephone

A system of telephone outlets, raceways, blackboards, grounding, etc. will be required throughout the facility for a complete telecommunications raceway system.

#### Telecommunications/Data Raceway System

Raceway systems for signal cabling will be required throughout the facility. Capacity of the system must be adequate to meet functional requirements of the initial installation as well as future expansion of the signal cabling system. A telecommunications closet should be included in each major area. Building telephone service should be via a (2) 4" conduits for original and future voice and data needs along with a 1-1/2" conduit for future Cable TV service.

#### Fire Alarm System

A fully addressable fire alarm system will be installed in accordance with code requirements and requirements of the Utah State Fire Marshals Office. The system must comply with A.D.A. requirements and report compatible alarm signals to the Local State central monitoring system. System shall integrate with the building smoke management system to provide contract signal per smoke zone to the smoke management system.

#### Line Conditioning

Provide transient over voltage and "noise" protection on the service entrance and on selected panelboards in the facility which are likely to serve computer equipment.

#### Audio and Video System Raceways

Rooms designated for video arraignment shall be equipped with raceways between the video room and the main telephone room and raceways between the courtroom and the main telephone room. These raceways shall provide for the future video arraignments between remote court and detention facilities state wide via the state satellite system.

#### Miscellaneous Special Systems

Design must consider special security and facility systems which maybe specialized to specific facilities which may differ between districts depending on staff and management procedures. Design should include either complete or at least provisions for systems such as: roof detection, extra flood lighting, file servers or networks, gate controls, antennas, satellite dishes, special telephone or data wiring, video recording systems and etc.

### 3.7 TECHNOLOGY DESIGN CRITERIA

#### 3.7.1 Technology Codes and Standards

- Communications Requirements and Guidelines for Court Facilities – State of Utah
- DFCM “Design Criteria for Architects and Engineers”.
- EIA/TIA standards for telecommunications pathways and cabling.
- IBC 2000
- NEMA
- UL (applicable sections)
- Utah Judicial System Master Plan for Capitol Facilities, Volume II, August, 2001

#### 3.7.2 Structured Cabling

##### Voice / data cabling

Voice / data cabling (structured cabling systems) will be designed, furnished and installed by the State of Utah. Structured cabling systems will include copper station cabling, copper and fiber backbones, all terminations, wall plates, patch panels, cross connects, racks and wire management. Telephone switches, telephone instruments and data electronics (hubs, routers, switches, access points and file servers) will not be specified or provided under the general contract.

##### Communications Cabling

The communications cabling will be served from the designated building demarcation, and will be comprised of a combination of copper cabling for voice, and single and multimode fiber for data. This cabling will terminate in the main telecommunications room, or MDF. From the MDF, a backbone of category 3 copper cable for voice, and a combination of multimode and single mode fiber cabling for data will be provided to each subsequent wiring closet, or IDF on each of the floors for voice and data distribution. From that point, horizontal cabling will be provided to each of the voice/data outlet locations.

##### Outlets

A typical outlet will consist of several category 6 copper cables. One voice/data cable will be provided for each, fax machine, copy machine, and other similar equipment. Equipment racks will be provided in all MDF and IDFs for cabling terminations and the active telephone and data network electronics.

##### Wireless Data Networks

Some areas may require wireless data networks. To provide for these requirements, wireless network access points will be carefully planned to assure that data outlets (and power outlets) are located sufficiently to suit the project needs.

#### 3.7.3 Security Systems

An enterprise command and control system with integrated elements of access control (card readers), detention door control, intercom, duress, and video surveillance shall be systematically integrated and controlled from single station control screens using floor plan layouts (GUI) and mouseclick selection and control.

Three zones of security protection levels will be established with increasing layers of security and control moving from one level to the next. The Public Level, the Judicial Level (Staff), and the Custody Level will each have

elements of door access control and video camera surveillance. Staff areas, courtrooms, and judicial chamber areas will all have a duress system of button activation to alert immediate attention. Intercoms will be located primarily in the Custody level where door control is operated only from the main security office.

There will be two primary security stations with control screen capability and video monitoring. The main security station will be in the custody/holding/vehicle sallyport zone and the second security station will be located up front in the Public and Judicial Zone area.

#### Access Control System

An access control system will be provided to manage access to building exterior doors and selected interior doors. All controlled access doors will be provided with proximity-type card readers, and will be monitored and controlled for scheduled, auto-locking functions by a central system processor. Access cards will be provided for issuance to building users. A video badging system will also be provided to allow personal identification credentials to be integrated with the access cards.

#### Security Door Control

Security door control systems will be provided for higher levels of security in prisoner transport areas such as secure corridors, sally ports, secure vestibules, and holding cell areas. Intercommunication systems will be specified for these areas to facilitate communication between security personnel and the security control room for door release during prisoner transport.

#### Intrusion Detection System

An intrusion detection system will be provided as a sub system to the access control system. Motion sensors, door position switches, and other appropriate sensors will be located throughout the building in compliance with the court's needs as required to meet the unique needs of this building. Sensors will report to the access control system central processor; which, in turn, will annunciate security system breaches to the security control room.

#### Duress Alarm System

Duress alarm buttons will also be provided. Duress buttons will be located at security desks, clerk's desks, judge's benches, judge's chambers, and any other locations identified as necessary during the design process. The duress alarm buttons will annunciate duress calls to the security control room.

#### Video Surveillance System

A video surveillance system will be provided. A combination of fixed and pan/tilt/zoom cameras will be located in elevator lobbies, main entrances, corridors, prisoner transport areas, courtrooms, and other similar areas identified as necessary during the design process. Signals from the cameras will be gathered to a central location and processed by a multiplexer/matrix switching system.

Monitors, camera controls, and digital recording devices will be located at the security control room. Alarm inputs will be enabled in the video surveillance system so that when an alarmed event occurs, camera images showing that location will automatically be displayed in the security control room.

### 3.7.4 Audio / Video Systems

Complete audio and video (AV) systems will be specified by the architectural and engineering team, and furnished and installed by the general contractor and sub contractors. AV systems will be specified for all courtrooms and one conference room. AV systems will include audio systems, video evidence presentation systems, video conferencing systems, and control systems. All systems will be specified under the direction of the court, for full compliance with needs and standards

#### Courtroom Audio Systems

Microphones with very sensitive elements and super cardioid pickup patterns will be specified for effective capture of audio. All bench area, witness, podium, and counsel table microphones will be installed on goosenecks in order to extend microphone elements closer to a “talker’s” mouth. In addition to the gooseneck microphones, a wireless microphone system will be specified.

All microphones will be connected to automatic microphone mixers. These mixers will be specified with gates to automatically turn microphones which are in use on, and microphones which are not in use off; auto-levelers for maintaining desired output levels; and noise cancellors for minimizing background noise. The mixers will be equipped with multiple outputs, for microphone mix down to the court’s recorder. In addition, the courtroom automatic microphone mixers will be specified with echo cancellors and a telephone system interface for seamless integration of the courtroom sound and telephone systems.

A digital processor will be provided for equalization of the sound systems, and power amplifiers will be specified for faithful amplification of all input signals. The power amplifiers will provide 70 volt distribution of the audio signal to all ceiling speaker systems. Speaker systems will be installed throughout the courtroom jury box, spectator area, and well area. In addition, perimeter area speaker systems will be installed in the judge’s secretary office, law clerk offices, and holding cell areas for unruly defendants.

Unless directed to change to RF technology during the design process, a two-channel infrared wireless transmission system will be specified for each courtroom. Each listener wearing a headset will be able to select between the assisted listening system, or a possible translation microphone input. If directed to do so during the design process, a translation system will be specified to facilitate an interpreter speaking in a second language. Interpreter microphone inputs will be located at the defense counsel table and the witness box.

Where directed to do so during the design process, a boundary type microphone will be specified for bench conferencing in courtrooms. If included in the project, this microphone will directly feed headphones at the court reporter’s location to facilitate making a record of bench conference proceedings. In addition, masking noise will be added to the speakers over the jury boxes during bench conferences in order to help minimize the possibility of jurors overhearing bench conferences.

A four channel record output panel will be specified for each courtroom. The audio from each output will be segregated, as directed by the court, into groupings of microphones. For example, the court may wish to record opposing attorneys on different audio channels. Digital audio recording systems will be furnished and installed by the Court.

### Courtroom Video Systems

Video evidence presentation systems will be specified for courtrooms. The video evidence presentation equipment will include a video evidence presentation lectern, and multiple small LCD flat panel monitors for video evidence display.

The video evidence presentation lectern will be equipped with a composite video/audio input, S-video/audio input, and computer video/audio input. These inputs will be used to accept AV signals from portable source devices such as lap top computers and DVD players. No source devices will be permanently installed on/in the video evidence presentation lectern. In addition, no source devices or AV inputs will be provided at any other courtroom location.

AV signals input at the video evidence presentation lectern will be switch, processed, and distributed to approximately 15" LCD monitors at the following locations: Judge, clerk, witness, lectern, each counsel table, and one monitor for every two jurors. All monitors located on horizontal work surfaces will be installed on low-profile desk stands. Monitor located in the jury box will be installed on articulating arms affixed to the inside of the vertical millwork jury rails. A few large screen flat panel monitors will also be provided on roll-about stands. These monitors will be shared between courtrooms for display to the gallery, or other miscellaneous needs. The ability to annotate (write electronically on displayed video evidence) will not be provided.

Where directed to do so during the design process, video conferencing capability will be specified in courtrooms. Cameras will be located in recessed wall pockets at various courtroom locations. Signals from these cameras will be distributed to video conferencing equipment for audio and video communication with distant locations.

### Chambers A/V Systems

Each Judge's chambers will be equipped with a ceiling mounted speaker, wall mounted volume control, and microphone input. This will make it possible for a Judge to go "on record" (be recorded), and to teleconference from his/her chambers. It is noted, however, that the control system is not extended into Judge's chambers; and therefore, this chamber functionality must be operated by a staff person on the touch panel at the Clerk's position in the associated courtroom.

### Sequestered Witness A/V Systems

The sequestered witness room will be provided with audio and video systems for two-way communication with courtrooms. Audio and video system equipment will include one camera, two monitors, one speaker, and one microphone.

### Conference Room A/V System

One conference room AV system will be specified. The system will include an audio system for amplification of presentation media and for tele/video conferencing. The video system will include large-screen display device(s), multiple locations for connection of AV source devices, and a resident DVD/VCR. All audio and video system equipment will be controlled via a touch panel control system

Paging System

Paging speaker assemblies (speaker, transformer, enclosure, grille, and mounting accessories), and all associated paging speaker cabling will be specified by the architectural and engineering team for installation by the general contractor and subcontractors. The cabling will be installed back to the main telephone equipment room, coiled, and labeled. The paging system electronics will be furnished and installed by the State of Utah and connected to the previously installed speaker system.

**3.7.5 Courtroom Controls Systems**

Fully integrated control systems will be specified for each courtroom. The control systems will be used to provide remote control capability for all audio, video evidence, and video conferencing equipment. In addition, the touch panels will be programmed to control the lighting systems and electric roll-up projection screens (if specified).

Human interface with the control systems will be accomplished using touch panels. One touch panel will be located at the Clerk’s position. If funding permits, a second touch panel will be located at the judge’s bench. The touch panels will be used to issue control commands to the audio and video systems.

Video cameras will be controlled via the courtroom control systems. Camera switching and position commands will originate by users via the specified touch panel(s).

## 3.8 SYSTEM COMMISSIONING

### 3.8.1 Commissioning Role

The state of Utah will hire a Commissioning Agent (CxA) as a part of the project team. The CxA will be engaged in the project from design development through construction and final training and be available to the owner through the one year warranty period, after substantial completion. The initial role of the CxA is to verify that the project design meets the Owners Project Requirements (OPR), as outlined in this document and subsequent owner documents, as well as the building systems Basis of Design (BOD). This will be completed through reviews of the construction documents at the design development and construction document phases of the project design. The CxA does not have the power to make or approve changes to the design, but they will suggest modifications and clarifications to be made to the project design, which will be coordinated and implemented by the project team.

The Commissioning Agent will also observe and track the installation of building systems to provide the owner verification that the building systems are installed and functioning efficiently and properly prior to building occupancy. According to the State of Utah Preamble for Commissioning, “The CxA is not to replace the design architect and engineers in verifying that the work is constructed per the plans and specifications. They are to supplement the efforts of the design team. Close communication and coordination between the design team, the CxA and DFCM is required. It is the intent for the design team to continue to do both interim and final inspections noting items that do not comply with code or with the contract documents.”

### 3.8.2 Commissioned Systems

Per the State of Utah Requirements, the following systems will be commissioned.

- Electrical Systems
- Mechanical and Plumbing Systems
- Operable Building Control Systems
- Audio and Visual Systems
- Telephone and Data Systems
- Building Security Systems
- Elevators and Conveyance Systems
- Scheduled or Occupancy Sensor Lighting Controls
- Daylight Dimming Controls
- Refrigeration Systems
- Emergency Power Generators and Automatic Transfer Switching
- Uninterruptible Power Supply Systems
- Life Safety Systems (fire alarm, egress pressurization, fire protection, smoke evacuation)
- Domestic and Process Water Pumping and Mixing Systems
- Equipment Sound Control Systems and Testing
- Paging Systems
- Renewable Energy Generating Systems
- Building Envelope Systems

In addition to the above systems, the court security systems, emergency systems and hardware systems will all be commissioned to guarantee the systems perform as designed.

### 3.9 LANDSCAPE DESIGN CRITERIA

Planting material should be of native or drought tolerant species with a good history of thriving in the Ogden area. Turf areas should be limited to small areas and should use a drought tolerant turf grass that requires less water and maintenance. Landscape edging shall be durable using material that will hold up to abuse and be low maintenance.

The landscape design shall meet the State of Utah Landscape Design Criteria, located in the DFCM Design Standards. The water used for landscape should be a minimum of 50% below the baseline landscape design, presented in the LEED Reference Guide.

#### **3.9.1 Irrigation Guidelines**

Use an automatic irrigation system with the ability to turn irrigation system on only when watering is needed by plant material. Use high quality material for long lasting maintenance free system. Drip irrigation systems should be used in lieu of sprinkler systems where feasible.

## 4.0 Space Requirements

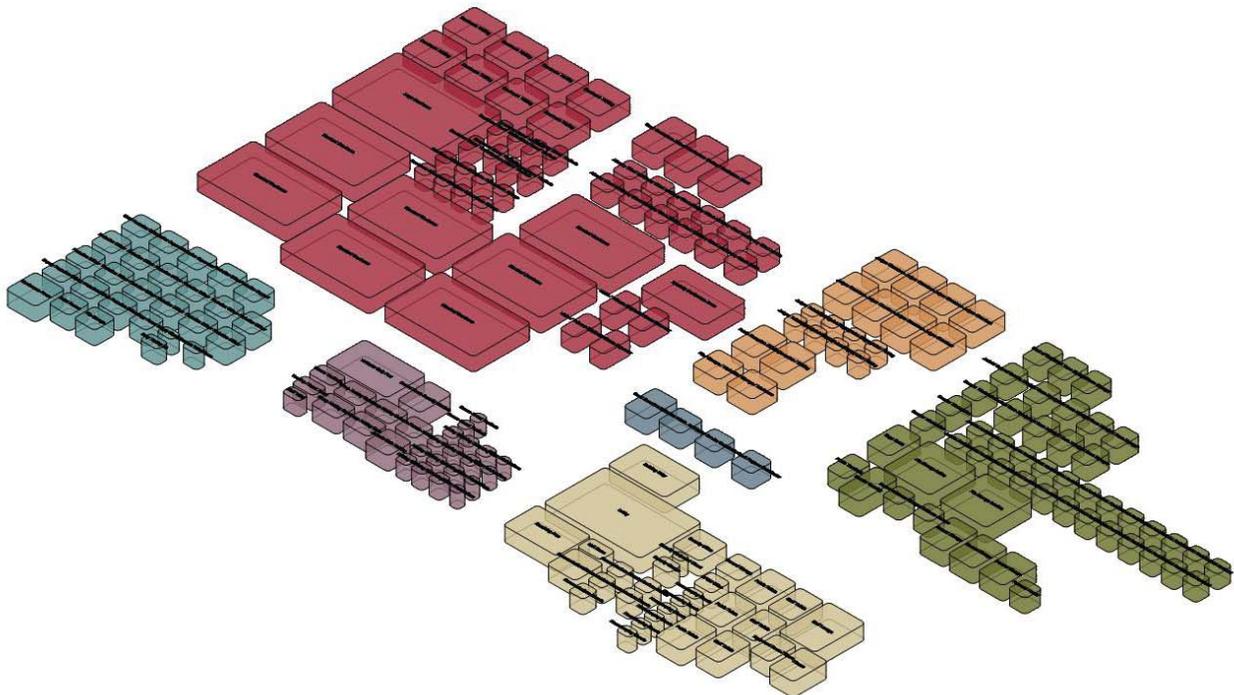
### 4.1 SPACE PROGRAM AND AREA SUMMARY

<b>Department Name</b>	<b>Net SF</b>
Juvenile Court	30,487 SF
Judicial Office Support	5,746 SF
Clerk Office & Support	9,052 SF
Court Programs	1,248 SF
Probation	4,811 SF
Court Support	4,194 SF
Building Support	9,964 SF
<b>Total Net SF</b>	<b>65,501 SF</b>
Efficiency Factor	.775
<b>Total Gross SF</b>	<b>84,517 SF</b>

The efficiency factor provides for space such as public circulation areas - including corridors, elevators and stairways, interstitial level circulation - boiler and mechanical rooms, pipe chases, wall thickness and other building elements that are not included in the net square footage numbers.

The approved square footage for this project is 85,000 SF

Net difference of current programmed area to approved area (483 SF)



## Juvenile Court

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
Large Courtroom Set				
1.01	Large Courtroom (ADA)	1	2,650	2,650
1.02	Courtroom Sound Vestibule	1	67	67
1.03	Courtroom Storage	1	53	53
1.04	Attorney / Client Conference Room	1.5	113	170
1.05	Specialty Court Conference Room	1	700	700
1.06	Victim / Witness Sequestered Room	.5	150	75
1.07	Courtroom Waiting	1	380	380
Standard Courtroom Set				
1.08	Standard Courtroom *	7	2,100	14,700
1.09	Courtroom Sound Vestibule	7	67	469
1.10	Courtroom Storage	7	53	371
1.11	Attorney / Client Conference Room	10.5	113	1,187
1.12	Court Conference Room	4	350	1,400
1.13	Victim / Witness Sequestered Room	3.5	150	525
1.14	Courtroom Waiting	7	380	2,660
<b>Total Net Area</b>				<b>25,406</b>
Efficiency Factor				1.20
<b>Total</b>				<b>30,487</b>

Notes:

\* All courtrooms are assumed to be ADA accessible.

## Judicial Office Support

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
2.01	Judges Chambers	8	290	2,320
2.02	Judges Toilet / Robing Closet	8	60	480
2.03	Public Reception and Waiting	2	286	572
2.04	File Storage / Workroom	2	243	486
2.05	Law Clerks	3*	250	750
2.06	Law Clerk Toilet Room	3*	60	180
<b>Total Net Area</b>				<b>4,788</b>
Efficiency Factor				1.20
<b>Total</b>				<b>5,746</b>

Notes:

\* One per floor, near Judges Chambers

## Clerk Office and Support

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
3.01	Clerk of Court / Department Administration	1	155	155
3.02	Judicial Team Manager	2	155	310
3.03	Judicial Support Service Manager	1	138	138
3.04	Judicial Case Manager	8	138	1,104
3.05	Judicial Assistants / Judicial Service Representatives	24	85	2,040
3.06	Counter Workstations	3	125	375
3.07	Copy Room	1	260	260
3.08	File Storage - Active	1	750	750
3.09	File Storage - Inactive	1	750	750
3.10	Public Terminals	1	169	169
3.11	Counter Queuing	1	292	2922
3.12	Secure Evidence Storage	2	100	200
3.13	General Storage	3	300	900
3.14	Personal Health	1	100	100
<b>Total Net Area</b>				<b>7,543</b>
Efficiency Factor				1.2
<b>Total</b>				<b>9,052</b>

Notes:

## Court Programs

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
4.01	Court Executive Office	1	250	250
4.02	Executive Administrative Assistant	1	180	180
4.03	Support Service Coordinator	1	155	155
4.04	Juvenile Court Program Coordinator	1	155	155
4.05	Conference Room	1	240	240
4.06	Toilet Room	1	60	60
<b>Total Net Area</b>				<b>1,040</b>
Efficiency Factor				1.20
<b>Total</b>				<b>1,248</b>

Notes:

## Probation

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
5.01	Chief Probation Officer	1	155	155
5.02	Probation Supervisor	2	155	310
5.03	Probation Officer	13	155	2,015
5.04	Probation Support	1	200	200
5.05	Urinalysis Toilet Room	1	50	50
5.06	Drug Testing Lab	1	67	67
5.07	Deputy Probation Officers	3	150	450
5.08	Workroom	1	117	117
5.09	Supply Storage	1	50	50
5.10	Conference Room	1	300	300
5.11	Probation Toilet Room	1	145	145
5.12	Storage	1	150	150
<b>Total Net Area</b>				<b>4,009</b>
Efficiency Factor				1.20
<b>Total</b>				<b>4,811</b>

Notes:

## Court Support

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
Facility Holding				
6.01	Vehicular Sallyport	1	818	818
6.02	Secure Vestibule	2	121	242
6.03	Control Room - Security Monitors	1	249	249
6.04	Group Holding Cells	4	175	700
6.05	Juvenile Female Holding Cell	1	139	139
6.06	Juvenile Male Holding Cell	1	194	194
6.07	Vending / Break Room	1	102	102
6.08	Staff Toilet	1	59	59
Court Related Holding				
6.09	Secure Sound Vestibule	8	34	272
6.10	Holding Cell - Single	12	50	600
6.11	Office Workstation	4	30	120
<b>Total Net Area</b>				<b>3,495</b>
Efficiency Factor				1.20
<b>Total</b>				<b>4,194</b>

Notes:

## Building Support

Space Number	Space Name	Space Requirements		
		Quantity	Space Net Area (Square Feet)	Total Program Net Area (Square Feet)
7.01	Lobby / Information	1.0	2,000	2,000
7.02	Receiving Area	1.0	622	622
7.03	Mail Room and Receiving	1.0	120	120
7.04	Communications Room	1.0	275	275
7.05	Communications Closets	5.0*	77	385
7.06	Housekeeping Closets	6.0*	46	276
7.07	General Storage	1.0	200	200
7.08	DFCM / Custodial Office	3.0	120	360
7.09	Public Toilets	3.0*	330	990
7.10	Staff Toilets	3.0*	271	813
7.11	Staff Lounge / Food Service / Vending	1.0	622	622
7.12	Equipment Room and Risers	1.0	192	192
7.13	ITS Computer Equipment Room	1.0	0	0
7.14	Building Entry	1.0	771	771
7.15	Security Office	1.0	271	271
7.16	Security Equipment Closet	1.0	32	32
7.17	Security Storage Room	1.0	77	77
7.18	Fitness Area	1.0	297	297
<b>Total Net Area</b>				<b>8,303</b>
Efficiency Factor				1.20
<b>Total</b>				<b>9,964</b>

Notes:

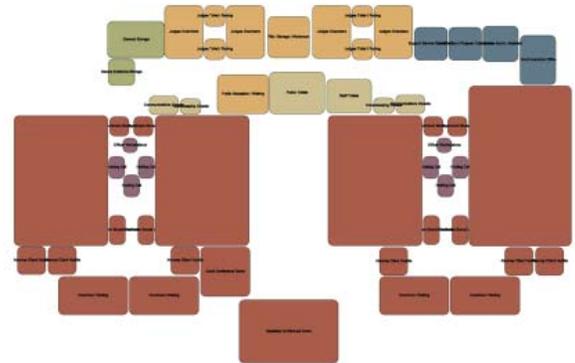
\* Space Quantity dependant on number of floors and floor plate length

## 4.2 BUILDING ORGANIZATION

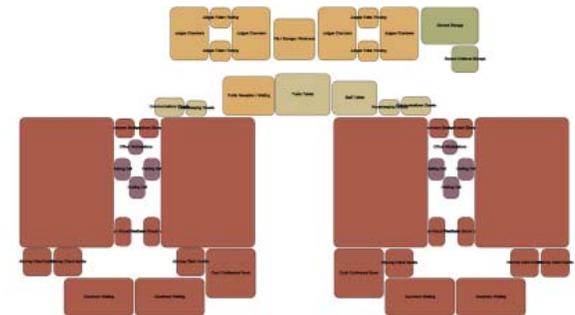
### 4.2.1 Department Adjacencies

It is important to maintain key adjacencies within the Juvenile Courthouse. These adjacencies are illustrated in the bubble diagrams located below.

- The Court Support and Building Support shall be located on the ground floor.
- Probation needs to be readily accessible from the building entry.
- Clerk and Office Support need to have convenient access to the Judicial Office Support and Juvenile Court programs.
- The Judicial Office Support should be located directly adjacent to the Juvenile Court program.
- Court Programs should be located on an upper level with access to the Judicial Office Support, Clerk and Office Support as well as Juvenile Court programs.

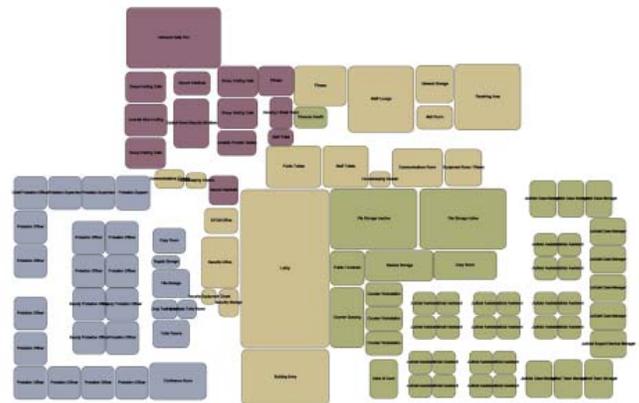


Level 3 Diagram



Level 2 Diagram

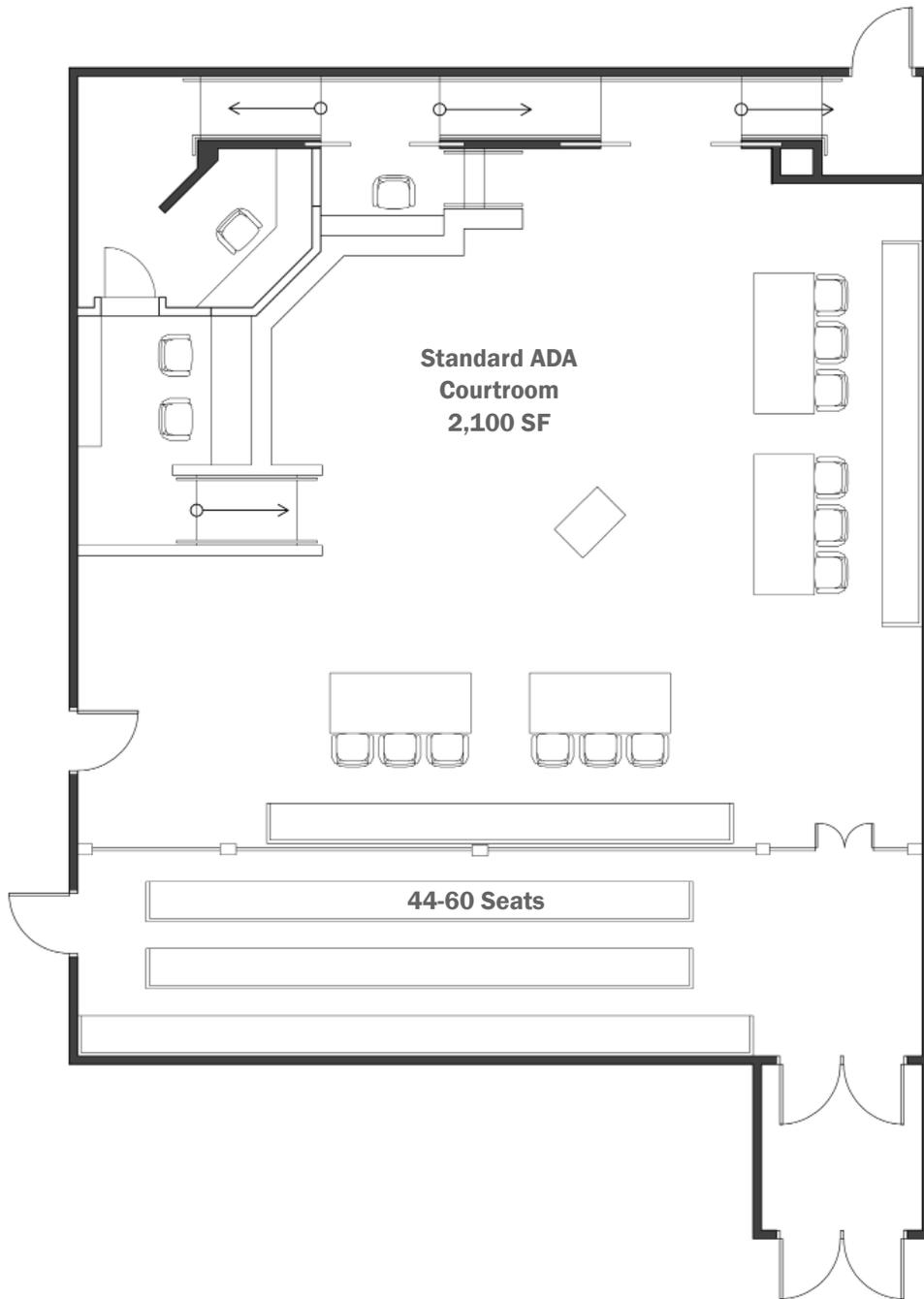
- Juvenile Court ●
- Judicial Office Support ●
- Clerk and Office Support ●
- Court Programs ●
- Probation ●
- Court Support ●
- Building Support ●



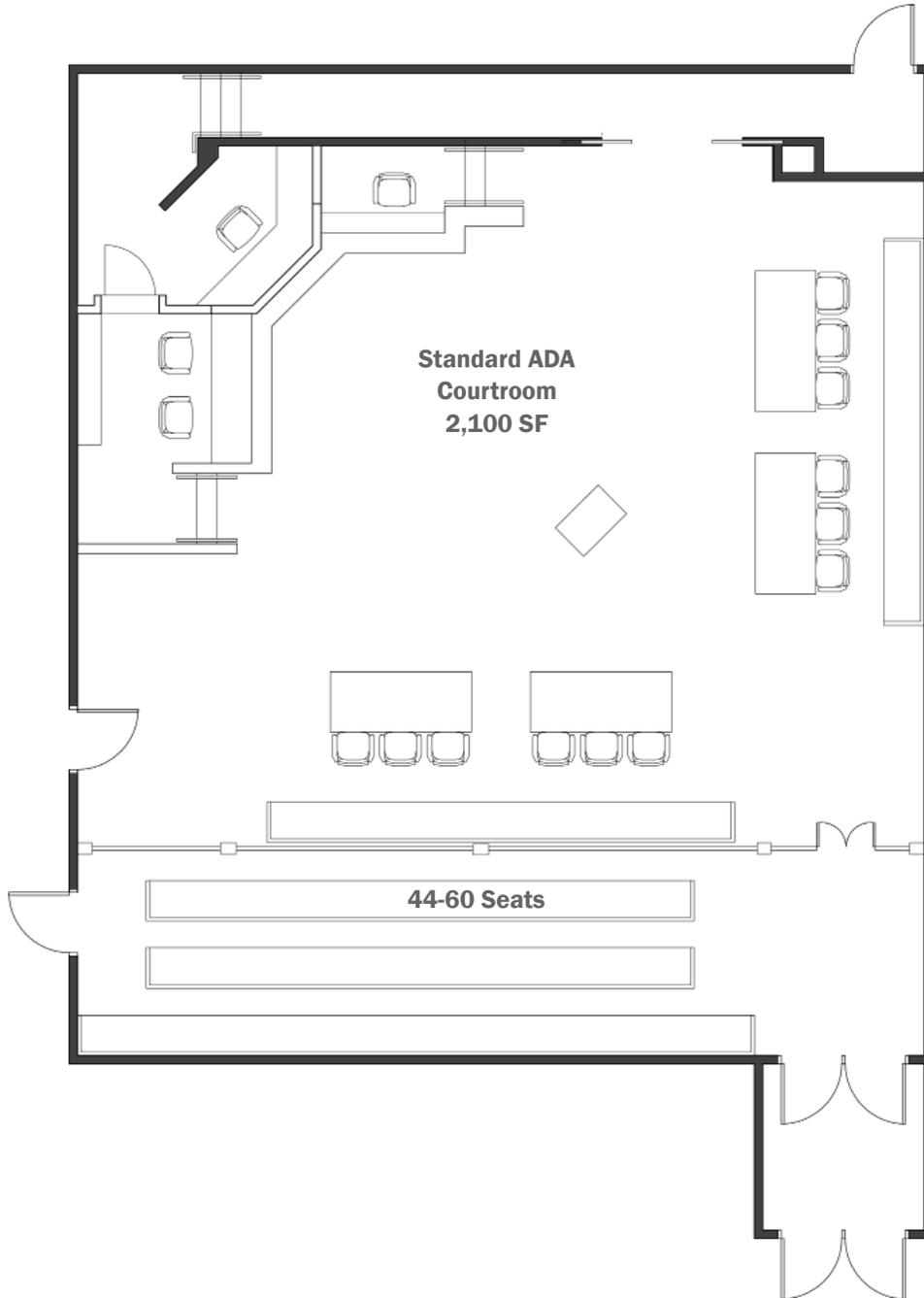
Level 1 Diagram

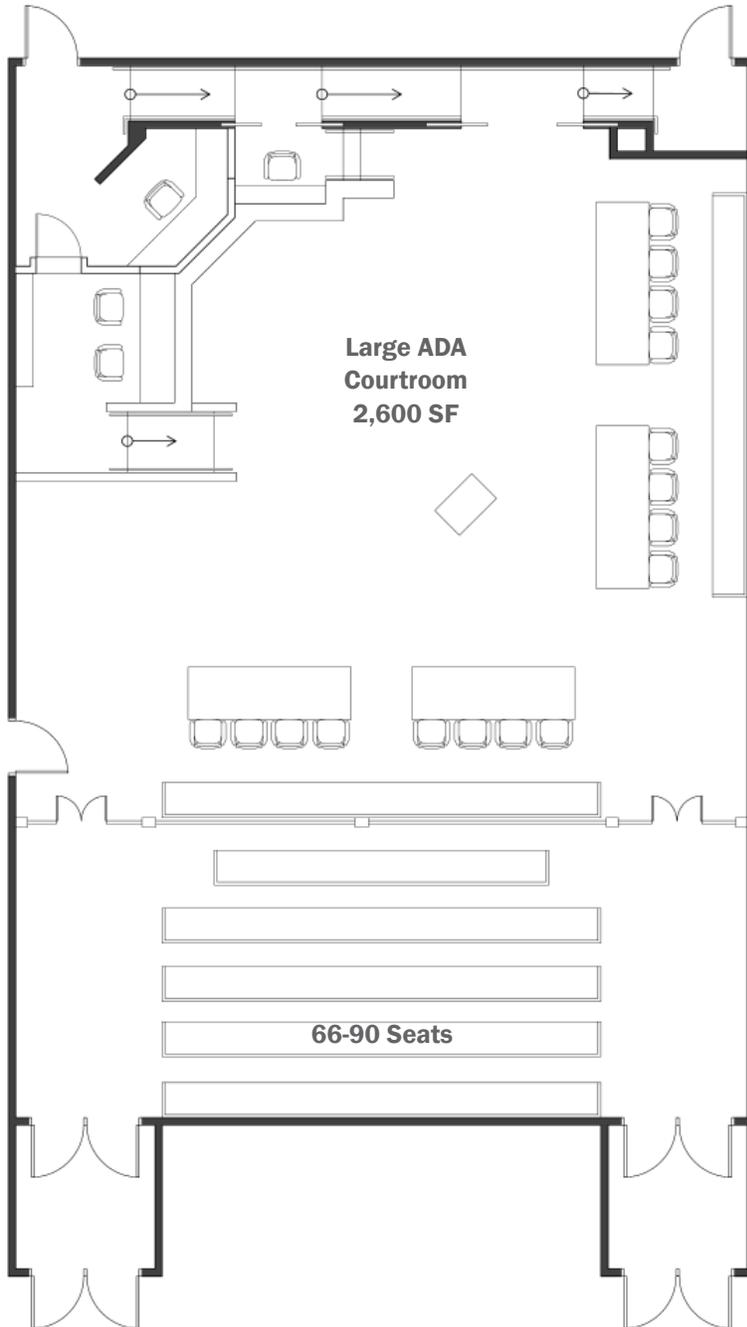
**4.2.2 Courtroom Layout Options**

There are two courtrooms referenced in the following space sheets. The first is a large courtroom, approximately 2,600 SF, and the second is the typical courtroom, 2,100 SF. Both courtrooms should have a corner bench to maximize circulation and open space within the courtroom. As juvenile court programs operate differently than district courts, none of the courtrooms within this facility will have jury boxes.



The three courtroom layouts represent both the large courtroom and the standard courtroom. The large courtroom is shown with ADA access and the standard courtroom is shown both with ADA access and without ADA access.





### 4.3 INDIVIDUAL ROOM DATA SHEETS

The following sheets present individual room requirements. The state of Utah court design standards are referenced throughout these sheets. These standards can be found at <http://www.Utcourts.Gov/admin/facilities/>. Graphic representations of the individual spaces are also presented on many of the data sheets. These images are representative of the space size and arrangement, but do not represent the final design or configuration of the space. Many space also have furniture shown. It is important that the furniture arrangements be verified with the users.



## 1.01 Large Courtroom (ADA)

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**DEPARTMENT**                      **Juvenile Court**  
Large Courtroom Set

### SPACE

Quantity	1
Area	2,650 SF
Ceiling Height	14'-0"
Occupants	16+
Visitors	120
Security Zone	Public / Secure / Interstitial

### FUNCTION

- Provide a space to hold court proceedings in a dignified manner
- Accommodate multi-litigant trials
- Accommodate high volume proceedings
- Accommodate ceremonial functions
- Accommodate Appellate panels (up to 3 judges)

### RELATIONSHIP / ADJACENCIES

- Near public corridor
- Adjacent to Judges Chamber's
- Adjacent to court-related holding
- Near Attorney / Client Conference room
- Near Courtroom waiting
- Adjacent to Courtroom Storage

### MILLWORK (BUILT-IN CABINETRY)

- Judge's Bench
- Witness Stand
- Bench Seats
- Clerk's Area

### EQUIPMENT / FURNITURE

- Lawyer Tables
- Podium
- Projection Screen
- White Board
- Judges Chair
- 16 chairs

### NOTES

### MECHANICAL / PLUMBING

HVAC	Zoned / Shared with adjacent courtroom
Plumbing	None
Ventilation	Yes
Climate Control	Yes
Misc	CO2 sensor, connected to BAS Provide additional Ventilation at Judges Bench

### ELECTRICAL / COMMUNICATIONS

Lighting	Comply with Court Standards
Lighting Control	Comply with Court Standards
Audio / Visual	Comply with Court Standards
Telephone	Comply with Court Standards
Voice / Data	Comply with Court Standards
Outlets	Comply with Court Standards

### FINISHES / ENVIRONMENT

Floor	Carpet
Base	Wood
Wall	Wood, wall covering and sound panels
Ceiling	Drywall, acoustical treatment
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Exterior windows with coverings
Doors	Provide per illustrative plan
Door Glazing	None
Hardware	Comply with Court Standards

### SECURITY REQUIREMENTS

- Comply with Court Standards

*see diagrams located in Section 4.2.2 for courtroom layout*

## 1.02 - Courtroom Sound Vestibule

**DEPARTMENT**                    **Juvenile Court**  
    Large Courtroom Set

**SPACE**

Quantity	1
Area	53 SF
Ceiling Height	9'-6" Minimum
Occupants	0
Visitors	0
Security Zone	Public Zone

**FUNCTION**

- Space to screen foot traffic into and out of courtrooms
- Sound lock at courtroom entry

**RELATIONSHIP / ADJACENCIES**

- Between public corridor / waiting, courtrooms and court conference rooms

**MILLWORK (BUILT-IN CABINERY)**

- NA

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- Needs to have sound insulation at walls and ceiling

**MECHANICAL / PLUMBING**

**HVAC**

Plumbing	None
Ventilation	None
Climate Control	None
Misc	From adjacent space

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

**FINISHES / ENVIRONMENT**

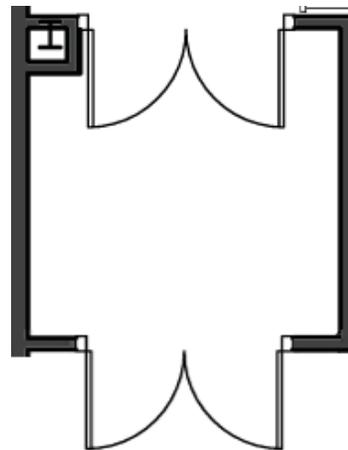
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood, outside lockable
Door Glazing	Per Court Standards
Hardware	Per Court Standards / Sound control

**SECURITY REQUIREMENTS**

- NA



## 1.03 - Courtroom Storage

**DEPARTMENT**                      **Juvenile Court**  
**Large Courtroom Set**

**SPACE**

Quantity	1
Area	53 SF
Ceiling Height	8'
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Room to store various sizes and types of exhibits for court proceedings

**RELATIONSHIP / ADJACENCIES**

- Adjacent to courtroom

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Shelving

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	None
Plumbing	None
Ventilation	None
Climate Control	None
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

**FINISHES / ENVIRONMENT**

Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile or Gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood, lockable
Door Glazing	None
Hardware	Per Court Standards

**SECURITY REQUIREMENTS**

- NA



## 1.04 - Attorney / Client Conference Room

**DEPARTMENT**                      **Juvenile Court**  
**Large Courtroom Set**

**SPACE**

Quantity                      1.5  
Area                              113 SF (net) = 170 SF total  
Ceiling Height                9'-6"  
Occupants                      0  
Visitors                        4  
Security Zone                 Public Zone

**FUNCTION**

- Space for private conferences
- One-out-of-three shall have small security door / window to allow attorneys to conference with client from holding cell

**RELATIONSHIP / ADJACENCIES**

- Adjacent to public lobby
- Near courtrooms

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Table
- Chairs (4)
- Portable, plug-in type, phone receiver / intercom system to provide communication to the adjacent cell (where occurs)

**NOTES**

- Acoustics: Comply with Court Standards

**MECHANICAL / PLUMBING**

HVAC  
Plumbing                      Standard  
Ventilation                    None  
Climate Control              None  
Misc                             Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting                      Fluorescent  
Lighting Control              Occupancy Sensors  
Audio / Visual                NA  
Telephone                     Handset to holding cell, if applicable  
Voice / Data                  1 location  
Outlets                         Several

**FINISHES / ENVIRONMENT**

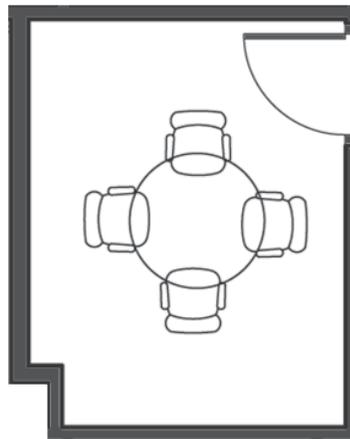
Floor                          Carpet  
Base                             Wood  
Wall                             Painted gypsum board  
Ceiling                         Acoustical lay-in tile  
Misc.

**WINDOWS, DOORS, HARDWARE**

Windows                      Security at holding cell windows  
Doors                            Solid core wood  
Door Glazing                 None  
Hardware                      Per Court Standards

**SECURITY REQUIREMENTS**

- NA



## 1.05 - Specialty Court Conference Room

<b>DEPARTMENT</b>	<b>Juvenile Court</b> <b>Large Courtroom Set</b>
<b>SPACE</b>	
Quantity	1
Area	700 SF
Ceiling Height	14'-0"
Occupants	50
Visitors	
Security Zone	Between Public and Secure

- FUNCTION**
- 1 very large or 3 medium size conference rooms

**RELATIONSHIP / ADJACENCIES**

- Near public corridor
- Near secure corridor

**MILLWORK (BUILT-IN CABINERY)**

- NA

**EQUIPMENT / FURNITURE**

- Tables and chairs (as needed)
- Accordion partitions STC 55 (2)

**NOTES**

- Video conferencing capabilities

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, shared VAV system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Yes, per Court Standards
Audio / Visual	Yes
Telephone	1 each
Voice / Data	2 each
Outlets	Several, floorboxes at tables

**FINISHES / ENVIRONMENT**

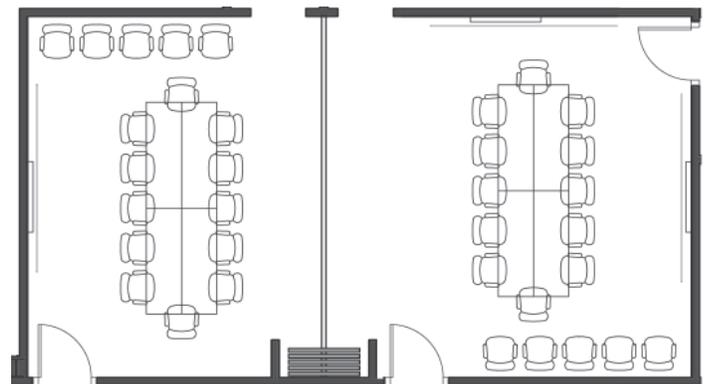
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes
Doors	Solid core wood
Door Glazing	None
Hardware	Per Court Standards

**SECURITY REQUIREMENTS**

- Secure doors with card reader on secure corridor side



## 1.06 - Victim / Witness Sequestered Room

**DEPARTMENT**                      **Juvenile Court**  
**Large Courtroom Set**

**SPACE**

Quantity	.5
Area	150 SF
Ceiling Height	9'-6"
Occupants	0
Visitors	4
Security Zone	Secure Zone

**FUNCTION**

- Room where sequestered witness can await being called

**RELATIONSHIP / ADJACENCIES**

- Off of secure corridor near courtroom

**MILLWORK (BUILT-IN CABINERY)**

- NA

**EQUIPMENT / FURNITURE**

- Couch
- Table
- Soft Chair
- Chairs (4)

**NOTES**

- NA

**MECHANICAL / PLUMBING**

**HVAC**

Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	NA
Telephone	NA
Voice / Data	1 location
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

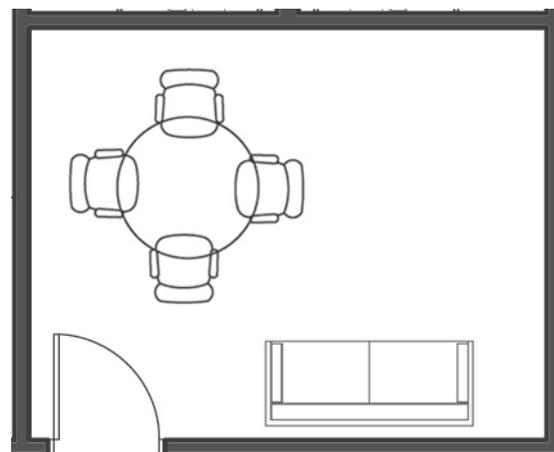
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Security at holding cell windows
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 1.07 - Courtroom Waiting

**DEPARTMENT**                      **Juvenile Court**  
**Large Courtroom Set**

**SPACE**

Quantity	1
Area	380 SF
Ceiling Height	10'-0" minimum
Occupants	0
Visitors	15
Security Zone	Public Zone

**FUNCTION**

- Public waiting for court time
- Informal conversations between attorneys and clients

**RELATIONSHIP / ADJACENCIES**

- In public corridor near entrance to courtroom
- Offset from main circulation path

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Chairs or benches for 15

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Daylight sensors, if applicable
Audio / Visual	None
Telephone	None
Voice / Data	1 location
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

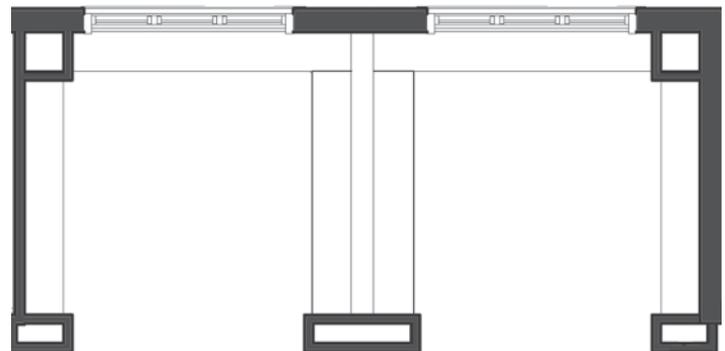
Floor	Tile
Base	Tile
Wall	Painted gypsum / Tile Wainscot / Wood Trim
Ceiling	Acoustical lay-in tile or Gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	NA
Doors	NA
Door Glazing	NA
Hardware	NA

**SECURITY REQUIREMENTS**

- NA



## 1.08 - Standard Courtroom (ADA)

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity	7
Area	2,100 SF (net) = 14,700 SF total
Ceiling Height	14'
Occupants	12+
Visitors	Bench seating for 50-60
Security Zone	Public / Secure / Interstitial

**FUNCTION**

- Provide space to carry out function of the court in a dignified manner

**RELATIONSHIP / ADJACENCIES**

- Near public corridor
- Adjacent to judge's chambers and jury deliberation
- Adjacent to court-related holding

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Judges bench with chair
- Clerks area - reporter area
- Witness stand
- Bench seats
- Lawyers tables (2)
- Podium
- Spectator seating benches
- Jury seating for 14 (1 ADA)
- Projection screen
- White board
- Bench seating for 70

**NOTES**

- Technology - comply with Court Standards
- Acoustics - Comply with Court Standards
- Communications - See communication requirements and guidelines appendix
- Provide 8" raised floor throughout litigationwell with carpet tiles

**MECHANICAL / PLUMBING**

**HVAC**

Plumbing	Zoned / Shared with adjacent courtroom heating/ventilation system
Ventilation	
Climate Control	None
Misc	Yes
	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Comply with Court Standards
Lighting Control	Comply with Court Standards
Audio / Visual	Comply with Court Standards
Telephone	Comply with Court Standards
Voice / Data	Comply with Court Standards
Outlets	Comply with Court Standards

**FINISHES / ENVIRONMENT**

Floor	Carpet
Base	Wood
Wall	Wood and Sound Panels
Ceiling	Gypsum Board, Acoustical Treatment
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Pair to sound vestibule
Door Glazing	None
Hardware	Electronics at security door

**SECURITY REQUIREMENTS**

- Comply with Court Standards

*see diagrams located in Section 4.2.2 for courtroom layout*

## 1.09 - Courtroom Sound Vestibule

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity                      7  
 Area                          67 SF (net) = 467 SF total  
 Ceiling Height              9'-6"  
 Occupants                    1  
 Visitors  
 Security Zone                Public Zone

**FUNCTION**

- Space to screen foot traffic into and out of courtrooms
- Sound lock at courtroom entry

**RELATIONSHIP / ADJACENCIES**

- Between public corridor / waiting courtrooms and court conference rooms

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- Needs to have sound insulation at walls and ceiling
- Acoustical seals at doors

**MECHANICAL / PLUMBING**

HVAC                          None  
 Plumbing                    None  
 Ventilation                 None  
 Climate Control          From adjacent system  
 Misc

**ELECTRICAL / COMMUNICATIONS**

Lighting                      Fluorescent  
 Lighting Control          None  
 Audio / Visual            None  
 Telephone                 None  
 Voice / Data               None  
 Outlets                      1

**FINISHES / ENVIRONMENT**

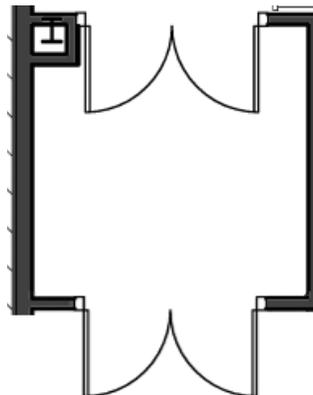
Floor                          Carpet  
 Base                          Wood  
 Wall                          Painted gypsum board  
 Ceiling                      Acoustical lay-in tile / Painted gypsum board  
 Misc.

**WINDOWS, DOORS, HARDWARE**

Windows                    None  
 Doors                        Solid core wood, outside lockable  
 Door Glazing              Per Court Standards  
 Hardware                  Prototype / Sound control

**SECURITY REQUIREMENTS**

- NA



## 1.10 - Courtroom Storage

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity	7
Area	53 SF (net) = 371 SF total
Ceiling Height	8'
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Room to store various sizes and shapes of exhibits for court proceedings

**RELATIONSHIP / ADJACENCIES**

- Adjacent to courtrooms at secure corridor

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Shelving

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	None
Ventilation	None
Climate Control	None
Misc	None

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

**FINISHES / ENVIRONMENT**

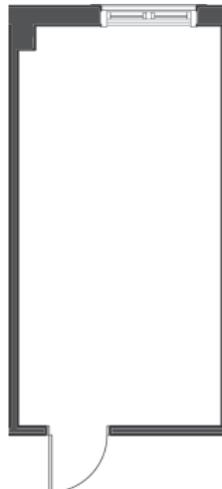
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile / Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid wood, lockable
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 1.11 - Attorney / Client Conference Room

**DEPARTMENT** Juvenile Court  
**Standard Courtroom Set**

### SPACE

Quantity	10.5
Area	113 SF (net) = 1,187 SF total
Ceiling Height	9' - 6"
Occupants	0
Visitors	4
Security Zone	Public Zone

### FUNCTION

- Space for private conferences
- One-out-of-three shall have small security door / window to allow attorneys to conference with client from holding cell

### RELATIONSHIP / ADJACENCIES

- Adjacent to public lobby
- Near courtrooms

### MILLWORK (BUILT-IN CABINERY)

- NA

### EQUIPMENT / FURNITURE

- Table
- Chairs (4)
- Portable, plug-in type phone receiver / intercom system to provide communication to the adjacent cell (where occurs)

### NOTES

- Acoustics: See Court Standards

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	Combination unit and floor drain
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	NA
Telephone	Handset to holding cells, where applicable
Voice / Data	1 location
Outlets	Several

### FINISHES / ENVIRONMENT

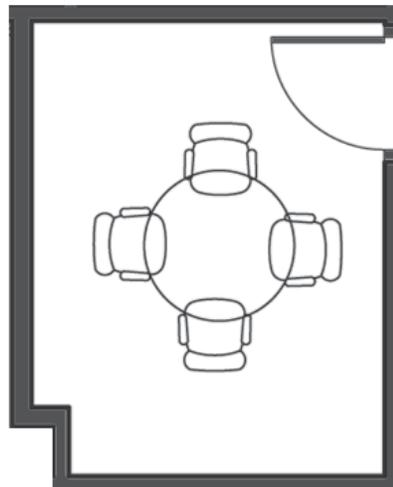
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Security at holding cell windows, where applicable
Doors	Solid core wood
Door Glazing	None
Hardware	Per Court Standards

### SECURITY REQUIREMENTS

- NA



## 1.12 - Court Conference Room

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity	4
Area	350 SF (net) = 1,400 SF total
Ceiling Height	10'
Occupants	20
Visitors	0
Security Zone	Public Zone

**FUNCTION**

- Medium size conference room

**RELATIONSHIP / ADJACENCIES**

- Near public corridor

**MILLWORK (BUILT-IN CABINETY)**

- NA

**EQUIPMENT / FURNITURE**

- Tables and chairs (as needed)

**NOTES**

- Video Conferencing capabilities

**MECHANICAL / PLUMBING**

**HVAC**

Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes, shared VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Yes
Audio / Visual	Yes
Telephone	1 each
Voice / Data	2 each
Outlets	several, floorboxes at table location(s)

**FINISHES / ENVIRONMENT**

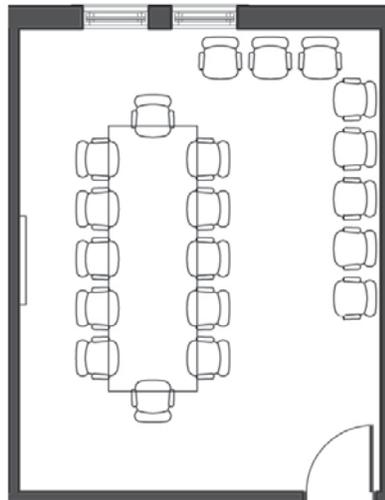
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 1.13 - Victim / Witness Sequestered Room

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity	3.5
Area	150 SF (net) = 525 SF total
Ceiling Height	9'-6"
Occupants	0
Visitors	1-2
Security Zone	Secure Zone

**FUNCTION**

- Room where sequestered witness can await being called

**RELATIONSHIP / ADJACENCIES**

- Off of secure corridor near courtroom

**MILLWORK (BUILT-IN CABINETY)**

- NA

**EQUIPMENT / FURNITURE**

- Couch
- Table
- Soft Chair
- Chairs (4)

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	NA
Telephone	NA
Voice / Data	1 location
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

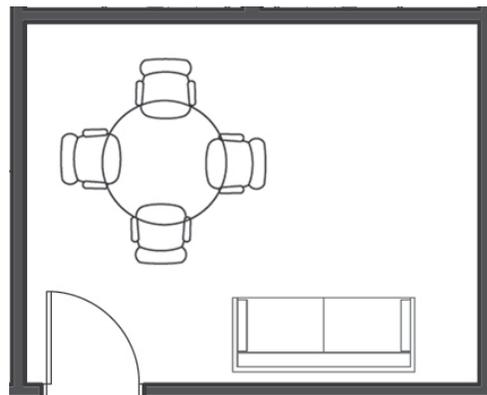
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical lay-in tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 1.14 - Courtroom Waiting

**DEPARTMENT**                      **Juvenile Court**  
**Standard Courtroom Set**

**SPACE**

Quantity	7
Area	380 SF (net) = 2660 SF total
Ceiling Height	10'-0" minimum
Occupants	0
Visitors	15
Security Zone	Public Zone

**FUNCTION**

- Public waiting for court time
- Informal conversations between attorneys and clients

**RELATIONSHIP / ADJACENCIES**

- In public corridor near entrance to courtroom
- Offset from main circulation path

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Chairs or benches for 15

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Daylight sensors, if applicable
Audio / Visual	NA
Telephone	None
Voice / Data	None
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

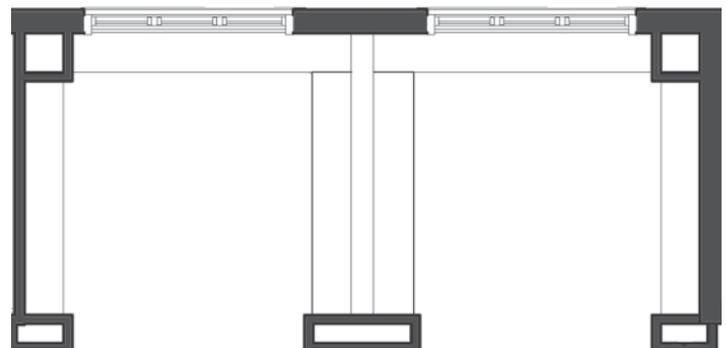
Floor	Tile
Base	Tile
Wall	Painted gypsum / Tile Wainscot / Wood Trim
Ceiling	Acoustical lay-in tile or Gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	NA
Doors	NA
Door Glazing	NA
Hardware	NA

**SECURITY REQUIREMENTS**

- NA



## 2.01 - Judges Chambers

**DEPARTMENT**                      **Judicial Office Support**

**SPACE**

Quantity	8
Area	290 SF (net) = 2,320 SF total
Ceiling Height	10'-0" minimum
Occupants	1
Visitors	2-6
Security Zone	Secure Zone

**FUNCTION**

- Office for judges
- May also be used to conferences, small group meetings with counsel
- Adjacent to courtroom

**RELATIONSHIP / ADJACENCIES**

- Near courtroom
- Adjacent to secure corridor

**MILLWORK (BUILT-IN CABINETY)**

- Shelving for books

**EQUIPMENT / FURNITURE**

- Desk
- Credenza
- Chair with end table
- Visitor chairs
- Sofa / Soft chairs
- Computer with printer

**NOTES**

- Areas should not be directly accessible by the public, but be convenient to clerks, secretaries, law clerks and court attaches
- The chambers should have natural lighting, but shall not be visible directly from the building exterior
- Provide sets of two for plumbing efficiency
- Acoustics: See Court Standards
- Duress button
- Design for future video arraignment

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	
Ventilation	
Climate Control	Yes, from VAV system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Indirect fluorescent
Lighting Control	Comply with Court Standards
Audio / Visual	Comply with Court Standards
Telephone	Yes
Voice / Data	3 locations
Outlets	4 minimum

**FINISHES / ENVIRONMENT**

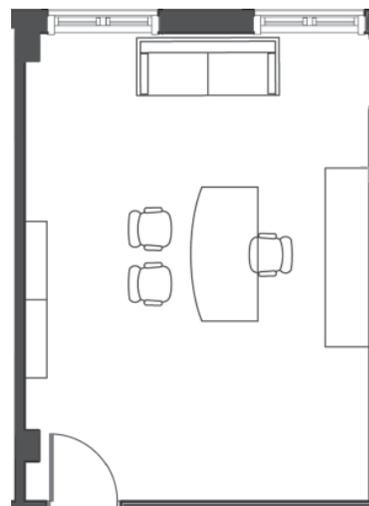
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Gypsum board / Acoustic tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Exterior windows with coverings
Doors	Solid core wood, lockable
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



## 2.02 - Judges Toilet / Robing Closet

**DEPARTMENT** Judicial Office Support

**SPACE**

Quantity	8
Area	60 SF (net) = 480 SF total
Ceiling Height	8'
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Private dressing room / restroom for judge's use only

**RELATIONSHIP / ADJACENCIES**

- Adjacent to Judge's Chambers

**MILLWORK (BUILT-IN CABINETRY)**

**EQUIPMENT / FURNITURE**

- Coat hooks for robes, etc.
- Mirror at dressing area
- Toilet room accessories, including grab bars

**NOTES**

- Provide sound rated wall and sound control hardware

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Toilet / Sink
Climate Control	Exhaust in T.R. (Rooftop exhaust fan)
Misc	Yes, from VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Minimum
Lighting Control	Comply with Court Standards
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Code minimum - GFI

**FINISHES / ENVIRONMENT**

Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot & Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



## 2.03 - Public Reception and Waiting

**DEPARTMENT** Judicial Office Support

**SPACE**

Quantity	2
Area	286 SF (net) = 572 SF total
Ceiling Height	9'-6"
Occupants	1
Visitors	10
Security Zone	Public / Secure Zone

**FUNCTION**

- Public screening area
- Provides access to secure portions of building

**RELATIONSHIP / ADJACENCIES**

- Connecting space between public and secure corridors

**MILLWORK (BUILT-IN CABINETRY)**

- Reception counter (See Prototype)

**EQUIPMENT / FURNITURE**

- Visitor chairs
- End tables
- Desk chairs (2)

**NOTES**

- Duress button
- Reception and queuing counter is secured behind security glass
- Door release button behind counter, door position switch

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from VAV system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Comply with Court Standards
Audio / Visual	Comply with Court Standards
Telephone	Yes
Voice / Data	2 at reception
Outlets	6

**FINISHES / ENVIRONMENT**

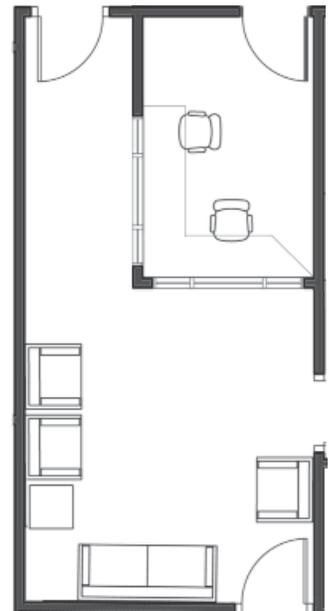
Floor	Carpet
Base	Wood & Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile / Gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Exterior windows with coverings
Doors	Solid core wood
Door Glazing	None / Sidelight
Hardware	Secure electric strike (See Prototype)

**SECURITY REQUIREMENTS**

- Comply with Court Standards



## 2.04 - File Storage and Workroom

**DEPARTMENT**                      **Judicial Office Support**

**SPACE**

Quantity	2
Area	243 SF (net) = 486 SF total
Ceiling Height	9' - 6"
Occupants	0
Visitors	3
Security Zone	Secure Zone

**FUNCTION**

- Common spaces for access by clerical staff and judges
- Room for copying, faxing, scanning, postage, metering, etc.

**RELATIONSHIP / ADJACENCIES**

- Convenient on each floor for access by clerical staff and judges

**MILLWORK (BUILT-IN CABINETRY)**

- Plastic laminate base cabinets
- Wall cabinets with lockable doors

**EQUIPMENT / FURNITURE**

- Office machines including: copy machine, fax machine, scanner, postage meter / scale, printers, etc.
- Other office equipment

**NOTES**

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	Yes, independent exhaust to roof exhaust fan system
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Comply with Court Standards
Audio / Visual	Comply with Court Standards
Telephone	Yes
Voice / Data	4
Outlets	6

**FINISHES / ENVIRONMENT**

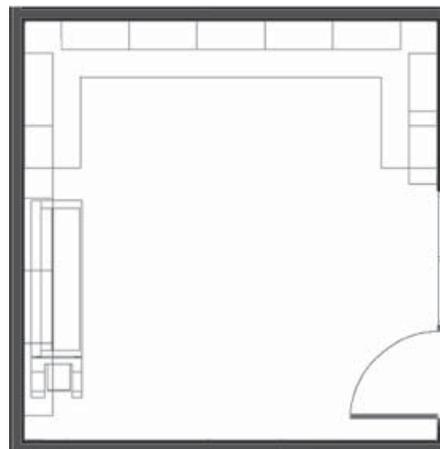
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Exterior windows with coverings
Doors	None
Door Glazing	None
Hardware	Comply with Court Standards

**SECURITY REQUIREMENTS**

- Comply with Court Standards



## 2.05 - Law Clerks

### DEPARTMENT

Court Programs

### SPACE

Quantity	1
Area	250 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	4-6
Security Zone	Secure Zone

### FUNCTION

- Office for district court administrator
- Shall be used as a private office as well as a space for small group meetings and conferences

### RELATIONSHIP / ADJACENCIES

- Could be near the judge's chambers
- Can be stand-alone with own entry

### MILLWORK (BUILT-IN CABINETRY)

- Bookshelves

### EQUIPMENT / FURNITURE

- Desk
- Desk chair
- Credenza
- Computer
- Printer
- Visitor chair (4)
- White board
- Bookcase

### NOTES

- Does not require public access
- Located upstairs
- Located near an outside entrance - the court executive travels and is in and out often.
- Duress button
- Acoustics: See Court Standards

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	2
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

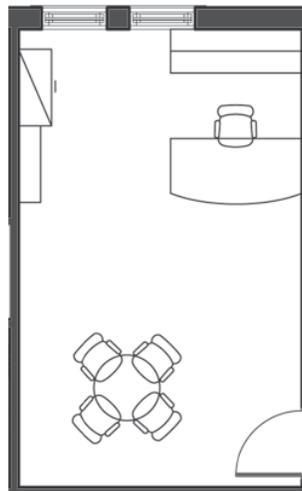
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile / Gypsum board
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

### SECURITY REQUIREMENTS

- Duress button



## 2.06 - Law Clerk Toilet Room

**DEPARTMENT**                      **Judicial Office Support**

**SPACE**

Quantity	1 per Law Clerk Office
Area	60 SF (net)
Ceiling Height	8'
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Private toilet room for Law Clerk

**RELATIONSHIP / ADJACENCIES**

- Adjacent to Law Clerk Office
- Near to Judge's Chambers

**MILLWORK (BUILT-IN CABINETRY)**

**EQUIPMENT / FURNITURE**

- Toilet room accessories, including grab bars

**NOTES**

- Provide sound rated wall and sound control hardware

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Toilet / Sink
Climate Control	Exhaust in T.R. (Rooftop exhaust fan)
Misc	Yes, from VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Minimum
Lighting Control	Comply with Court Standards
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Code minimum - GFI

**FINISHES / ENVIRONMENT**

Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot & Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.01 - Clerk of Court / Department Administration

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	155 SF
Ceiling Height	10'-0"
Occupants	1
Visitors	3-4
Security Zone	Secure Zone

**FUNCTION**

- Office for Chief Clerk of Court

**RELATIONSHIP / ADJACENCIES**

- Near Judicial Team Members

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Workstation
- Desk chair
- Computer
- Printer
- Visitor chair (2)
- White board
- File cabinet
- Verify furniture arrangement with user

**NOTES**

- Acoustics: See Court Standards

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent, with task lighting
Lighting Control	Occupancy sensor
Audio / Visual	NA
Telephone	Yes
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

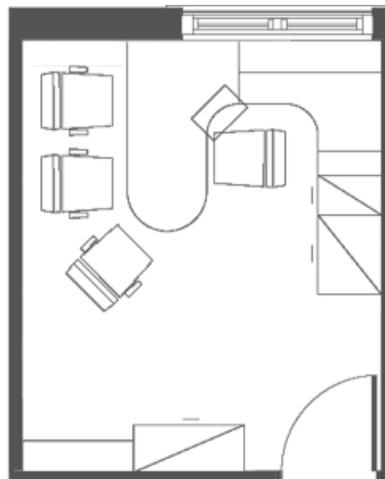
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



### 3.02 - Judicial Team Manager

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	2
Area	155 SF
Ceiling Height	10'-0"
Occupants	1
Visitors	2-3
Security Zone	Secure Zone

**FUNCTION**

- Office for judicial team manager

**RELATIONSHIP / ADJACENCIES**

- Near Judicial Support Managers and Assistants

**MILLWORK (BUILT-IN CABINETY)**

- Bookshelves

**EQUIPMENT / FURNITURE**

- Desk
- 3 Chairs, min.
- Verify furniture arrangement with user

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent with task lighting
Lighting Control	None
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

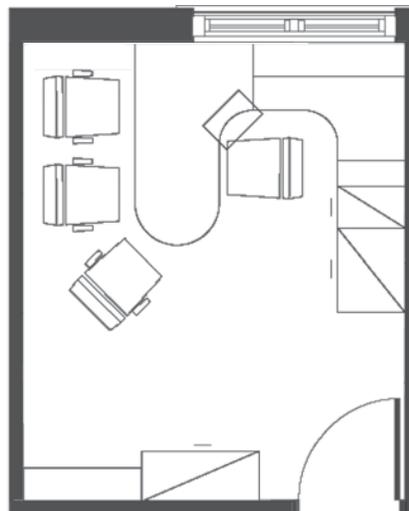
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.03 - Judicial Support Service Manager

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	138 SF
Ceiling Height	10'-0"
Occupants	1
Visitors	2-3
Security Zone	Secure Zone

**FUNCTION**

- Office for judicial support service manager

**RELATIONSHIP / ADJACENCIES**

- Near Judicial Support Managers and Assistants

**MILLWORK (BUILT-IN CABINETRY)**

- Bookshelves

**EQUIPMENT / FURNITURE**

- Desk
- 3 Chairs, min.
- Verify furniture arrangement with user

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent with task lighting
Lighting Control	None
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

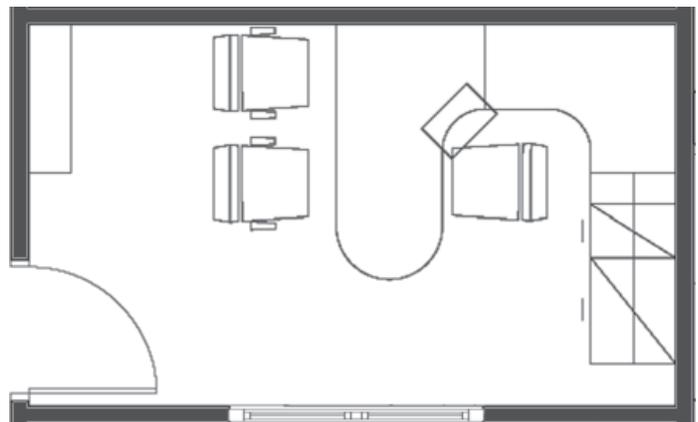
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid wood core
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.04 - Judicial Case Manager

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	8
Area	138 SF (net) = 1,104 SF total
Ceiling Height	10'-0"
Occupants	1
Visitors	2
Security Zone	Secure Zone

**FUNCTION**

- Office for Judicial Case Manager

**RELATIONSHIP / ADJACENCIES**

- Near Judicial Support Managers and Assistants

**MILLWORK (BUILT-IN CABINETY)**

- Bookshelves

**EQUIPMENT / FURNITURE**

- Desk
- Computer (1) each
- Desk chair
- Visitor chairs (2)
- Verify furniture arrangement with user

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent with task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

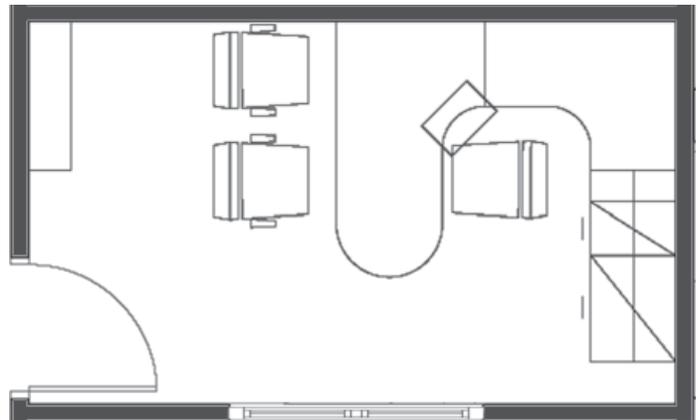
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.05 - Judicial Assistants / Service Representatives

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	24
Area	85 SF (net) = 2,040 SF total
Ceiling Height	10'-0"
Occupants	1 each
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Work spaces for Judicial Assistants / Service Representatives

**RELATIONSHIP / ADJACENCIES**

- Near Judicial Support Managers and Judicial Case Managers

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Office Systems Furniture (1) each
- Desk chair (1) each
- Visitor chair (1) each
- Computer (1) each

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent with task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1 each
Voice / Data	2
Outlets	Several

**FINISHES / ENVIRONMENT**

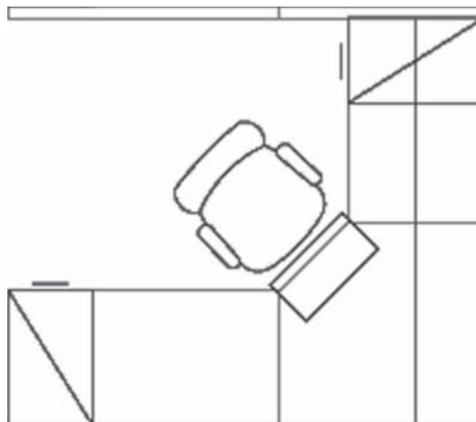
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	NA
Door Glazing	NA
Hardware	NA

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.06 - Counter Workstations

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	3
Area	125 SF (net) = 375 SF total
Ceiling Height	10' - 0"
Occupants	1
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Provide a space for public to interface with judicial clerks

**RELATIONSHIP / ADJACENCIES**

- Adjacent to reception area
- Near Clerks offices

**MILLWORK (BUILT-IN CABINETRY)**

- Desks

**EQUIPMENT / FURNITURE**

- Chairs (3)
- Computers (3)
- Printer

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent with Task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1 per station
Voice / Data	2 per station
Outlets	4 per station

**FINISHES / ENVIRONMENT**

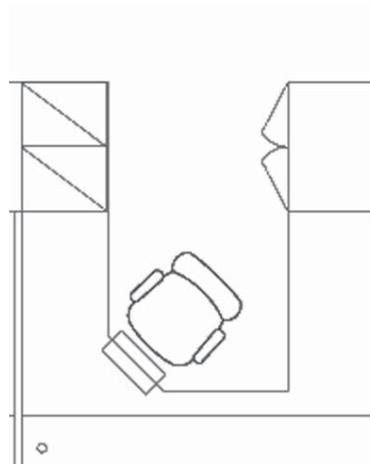
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	None
Hardware	Comply with Court Standards

**SECURITY REQUIREMENTS**

- Comply with Court Standards



### 3.07 - Copy / Workroom

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	260 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	3 - 8
Security Zone	Secure Zone

**FUNCTION**

- Room for document assembly and paper storage
- Room for copying, faxing, scanning, receiving / sending

**RELATIONSHIP / ADJACENCIES**

- Near deputy clerks
- Central to filling clerical duties

**MILLWORK (BUILT-IN CABINETRY)**

- Plastic laminate base cabinets
- Wall cabinets with lockable doors

**EQUIPMENT / FURNITURE**

- Office machines including: copy machine, fax machine, etc.
- Computer
- Printer
- Shelving / Cabinets
- Desk chair
- Mail "pigeon hole" cabinet with lockable doors on both sides

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	Yes, independent exhaust to roof exhaust fan system
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Strip mold at counters and island

**FINISHES / ENVIRONMENT**

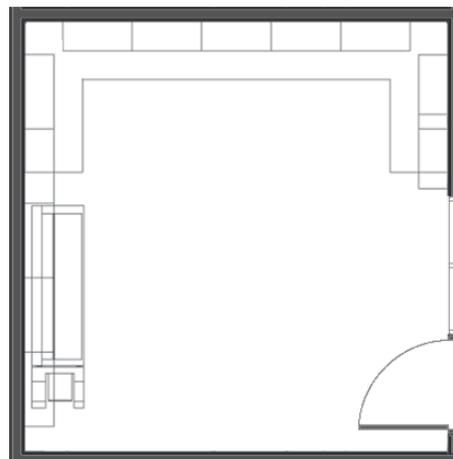
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	NA
Doors	None
Door Glazing	None
Hardware	NA

**SECURITY REQUIREMENTS**

- NA



### 3.08 - File Storage - Active

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	750 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	5-10
Security Zone	Secure Zone

**FUNCTION**

- Storage of active files for easy access to current cases

**RELATIONSHIP / ADJACENCIES**

- Near clerks

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Rolling "Space Savers" shelving
- Juvenile portion of shelving must be lockable for after hours

**NOTES**

- Provide "Roll-A-Way"-type files - each section 10' long
- Need to store approximately 5,000 - 7,000 tapes for record storage
- Shelving design should include variety of shelving types

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board / CMU
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	NA
Doors	Solid wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



### 3.09 - File Storage - Inactive

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	750 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	3-4
Security Zone	Secure Zone

**FUNCTION**

- Storage room for inactive file records
- Space for imaging equipment to go "paperless"

**RELATIONSHIP / ADJACENCIES**

- Near active records

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Imaging equipment
- Provide rails in floor for the entire room for rolling shelving

**NOTES**

- Provide "Roll-A-Way"-type files - each section 10' long
- Need to store approximately 5,000 - 7,000 tapes for record storage
- Shelving design should include variety of shelving types

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	1
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

Floor	Resilient flooring
Base	Wood
Wall	Painted gypsum board / CMU
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



### 3.10 - Public Terminals

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	169 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	5
Security Zone	Public Zone

**FUNCTION**

- Provide space for several people to prepare and re-search documents prior to filing

**RELATIONSHIP / ADJACENCIES**

- Adjacent to public counter

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Counter
- Computers
- Seating

**NOTES**

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes, from VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	1 per station
Outlets	6

**FINISHES / ENVIRONMENT**

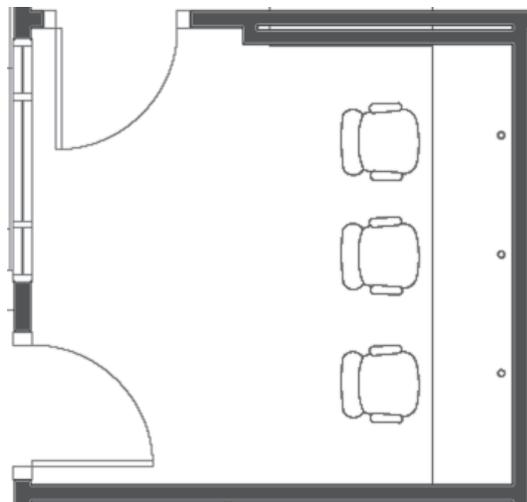
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Per Court Standards



### 3.11 - Counter Queuing

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**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	292 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	10-20
Security Zone	Public / Secure Zone

**FUNCTION**

- Public queuing at counter

**RELATIONSHIP / ADJACENCIES**

- Adjacent to counter workstations
- Adjacent to abstract room
- Adjacent to public lobby

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Indirect Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Several

**FINISHES / ENVIRONMENT**

Floor	Carpet
Base	Wood
Wall	Tile wainscot / Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	Sidelights
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA

### 3.12 - Secure Evidence Storage

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	2
Area	100 SF (net) = 200 SF total
Ceiling Height	10' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Room for evidence of ongoing trials

**RELATIONSHIP / ADJACENCIES**

- Adjacent to clerks / court clerk

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Shelving
- Safe
- Lockable cabinets

**NOTES** Separate key from rest of building

- Concrete or CMU construction
- Secure door
- Solid ceiling
- Door position indicator / monitor

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

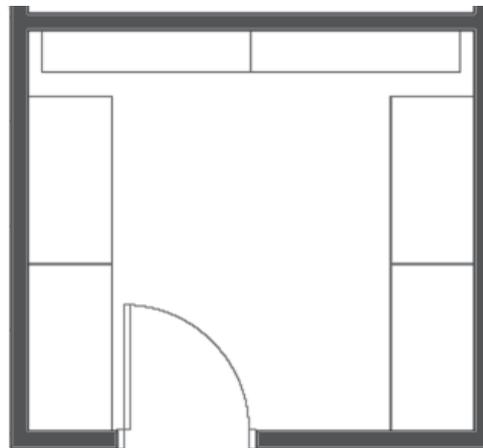
Floor	Carpet
Base	Wood
Wall	To deck - CMU - or - Double gypsum board, 1-hr rated
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Per Court Standards



### 3.13 - General Storage

---

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	3
Area	300 SF (net) = 900 SF total
Ceiling Height	10' - 0"
Occupants	0
Visitors	10
Security Zone	Secure Zone

**FUNCTION**

- Expansion space for inactive records storage and general storage

**RELATIONSHIP / ADJACENCIES**

- NA

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Dumbwaiter

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Temporary system for future buildout
Plumbing	None
Ventilation	None
Climate Control	Temporary system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	1
Voice / Data	1
Outlets	Code minimum

**FINISHES / ENVIRONMENT**

Floor	Painted concrete
Base	Rubber
Wall	Painted concrete
Ceiling	Exposed structure
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood & H.M. (4' wide)
Door Glazing	None
Hardware	Standard - Electronic card reader on exterior door

**SECURITY REQUIREMENTS**

- NA

### 3.14 - Personal Health

**DEPARTMENT** Clerk Office and Support

**SPACE**

Quantity	1
Area	100 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Space for personal health activities, including stress reduction and nursing mothers

**RELATIONSHIP / ADJACENCIES**

- Near clerks offices and support offices

**MILLWORK (BUILT-IN CABINETRY)**

- Countertop

**EQUIPMENT / FURNITURE**

- Couch
- Small refrigerator

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Sink
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor, dimming
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	4

**FINISHES / ENVIRONMENT**

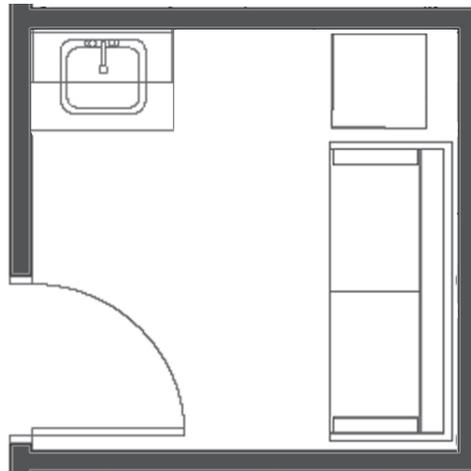
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Privacy set

**SECURITY REQUIREMENTS**

- NA



## 4.01 - Court Executive Office

### DEPARTMENT

#### Court Programs

### SPACE

Quantity	1
Area	250 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	4-6
Security Zone	Secure Zone

### FUNCTION

- Office for district court administrator
- Shall be used as a private office as well as a space for small group meetings and conferences

### RELATIONSHIP / ADJACENCIES

- Could be near the judge's chambers
- Can be stand-alone with own entry

### MILLWORK (BUILT-IN CABINETRY)

- Bookshelves

### EQUIPMENT / FURNITURE

- Desk
- Desk chair
- Credenza
- Computer
- Printer
- Visitor chair (4)
- White board
- Bookcase

### NOTES

- Does not require public access
- Located upstairs
- Located near an outside entrance - the court executive travels and is in and out often.
- Duress button
- Acoustics: See Court Standards

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	2
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

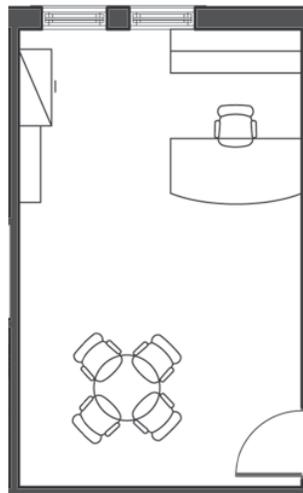
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile / Gypsum board
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

### SECURITY REQUIREMENTS

- Duress button



## 4.02 - Executive Administrative Assistant

**DEPARTMENT** Court Programs

**SPACE**

Quantity	1
Area	180 SF
Ceiling Height	10' - 0"
Occupants	2
Visitors	4
Security Zone	Secure Zone

**FUNCTION**

- Executive secretary function for a court executive

**RELATIONSHIP / ADJACENCIES**

- Near / adjacent to court executive

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Workstation / Desk (1)
- Desk chair (1)
- Computer (1)
- Printer (1)
- Visitor chair (2)
- File Cabinet

**NOTES**

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

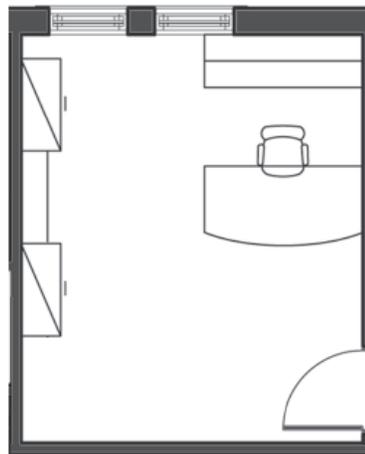
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 4.03 - Support Service Coordinator

**DEPARTMENT** Court Programs

**SPACE**

Quantity	1
Area	155 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	2-3
Security Zone	Secure Zone

**FUNCTION**

- Office for Support Service Coordinator

**RELATIONSHIP / ADJACENCIES**

- NA

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Desk
- Desk chair
- Computer
- Visitor chairs (3)
- Confirm furniture arrangement with user

**NOTES**

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Several

**FINISHES / ENVIRONMENT**

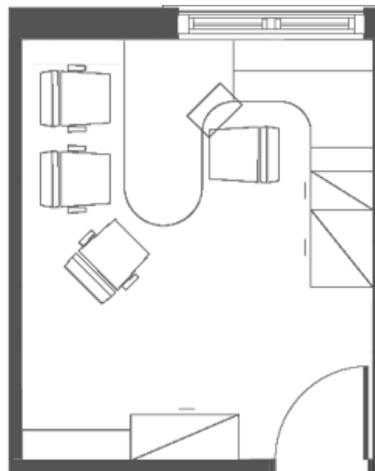
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 4.04 - Juvenile Court Program Coordinator

**DEPARTMENT** Court Programs

**SPACE**

Quantity	1
Area	155 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	8
Security Zone	Secure Zone

**FUNCTION**

- Space for Program Coordinator

**RELATIONSHIP / ADJACENCIES**

- NA

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Desk
- Computer
- Printer
- Confirm furniture arrangement with user

**NOTES**

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	Yes
Audio / Visual	None
Telephone	1
Voice / Data	1
Outlets	2

**FINISHES / ENVIRONMENT**

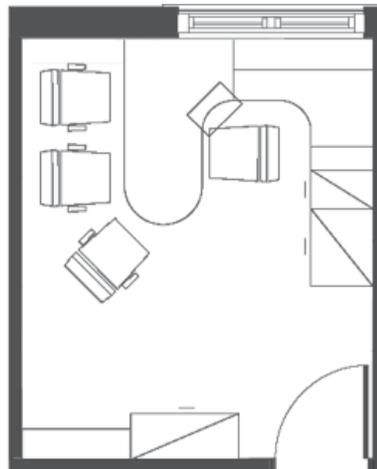
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 4.05 - Conference Room

**DEPARTMENT** Court Programs

**SPACE**

Quantity	1
Area	240 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	12
Security Zone	Secure Zone

**FUNCTION**

- Rooms to conduct mediation / dispute resolution

**RELATIONSHIP / ADJACENCIES**

- Near reception / waiting
- Adjacent to public corridor

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Conference table
- Chairs (6)

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from VAV system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Yes
Audio / Visual	Yes
Telephone	1
Voice / Data	2
Outlets	4

**FINISHES / ENVIRONMENT**

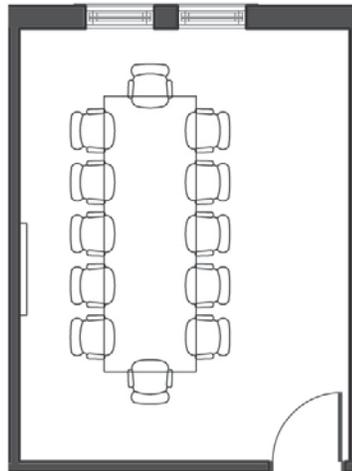
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- Per Court Standards



## 4.06 - Toilet Room

**DEPARTMENT** Court Programs

**SPACE**

Quantity	1
Area	60 SF
Ceiling Height	8' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Toilet facilities for Court Executive

**RELATIONSHIP / ADJACENCIES**

- Direct access to Court Executive

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Coat hooks
- Mirror at dressing area
- Toilet room accessories, including grab bars

**NOTES**

- Provide sound rated wall and sound control hardware

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Toilet / Sink
Climate Control	Exhaust in T.R. (Rooftop exhaust fan)
Misc	Yes, from VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Minimum
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Code minimum - GFI

**FINISHES / ENVIRONMENT**

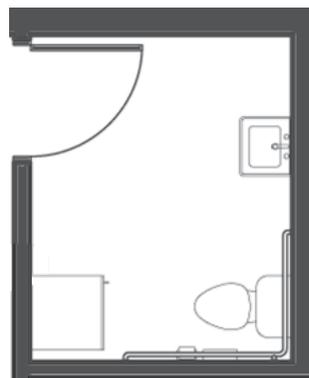
Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot & painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard privacy set

**SECURITY REQUIREMENTS**

- NA



## 5.01 - Chief Probation Officer

**DEPARTMENT** Probation

### SPACE

Quantity	1
Area	155 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	3-4
Security Zone	Secure Zone

### FUNCTION

- Office for probation functions
- Office for Chief Probation Officer

### RELATIONSHIP / ADJACENCIES

- Near main lobby
- Separate entry

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Desk
- Chair
- Computer
- Printer
- Visitor chairs
- Table

### NOTES

- Must have direct access away from main lobby and direct to outside
- Officers need 24-hour access to this area
- Duress button
- Acoustics: STC - See Court Standards

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

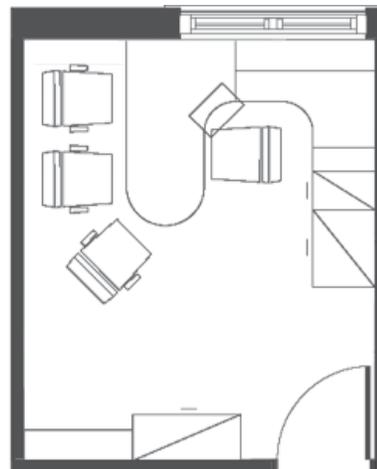
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

### SECURITY REQUIREMENTS

- Per Court Standards



## 5.02 - Probation Supervisor

**DEPARTMENT** Probation

### SPACE

Quantity	2
Area	155 SF (net) = 310 SF total
Ceiling Height	10' - 0"
Occupants	1
Visitors	3-4
Security Zone	Secure Zone

### FUNCTION

- Office for Probation supervisor

### RELATIONSHIP / ADJACENCIES

- Near main lobby
- Separate entry

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Desk
- Chair
- Computer
- Printer
- Side chairs (3)
- Table

### NOTES

- Must have direct access away from main lobby and direct to outside
- Acoustics: STC - See Court Standards

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

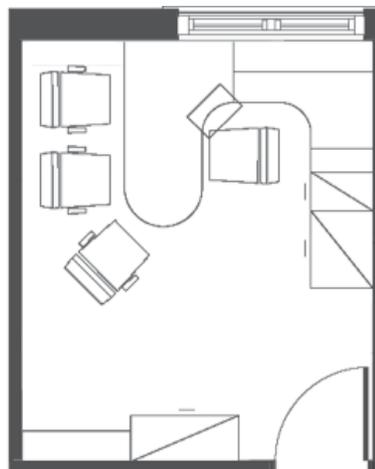
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 5.03 - Probation Officer

**DEPARTMENT** Probation

### SPACE

Quantity	13
Area	155 SF (net) = 2,015 SF total
Ceiling Height	10' - 0"
Occupants	1
Visitors	2-3
Security Zone	Secure Zone

### FUNCTION

- Space for probation officers to meet with juveniles and their relatives / lawyers

### RELATIONSHIP / ADJACENCIES

- Near main lobby
- Separate entry

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Desk
- Chair
- Computer
- Side chairs (3)
- confirm furniture arrangement with user

### NOTES

- Must have direct access away from main lobby and direct to outside
- Officers need 24-hour access to this area
- Duress button
- Interview / audio monitoring
- Electrical: See security

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

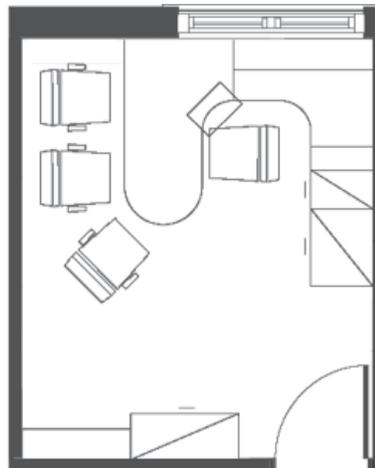
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	Sidelight
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 5.04 - Probation Support

**DEPARTMENT** Probation

**SPACE**

Quantity	1
Area	200 SF
Ceiling Height	10' - 0"
Occupants	2
Visitors	3
Security Zone	Secure Zone

**FUNCTION**

- Clerical space for probation

**RELATIONSHIP / ADJACENCIES**

- Near probation offices

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Workstations (2)
- Desk chairs (2)
- Visitor chairs (3)
- File cabinet

**NOTES**

- NA

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	2
Voice / Data	4
Outlets	Several

**FINISHES / ENVIRONMENT**

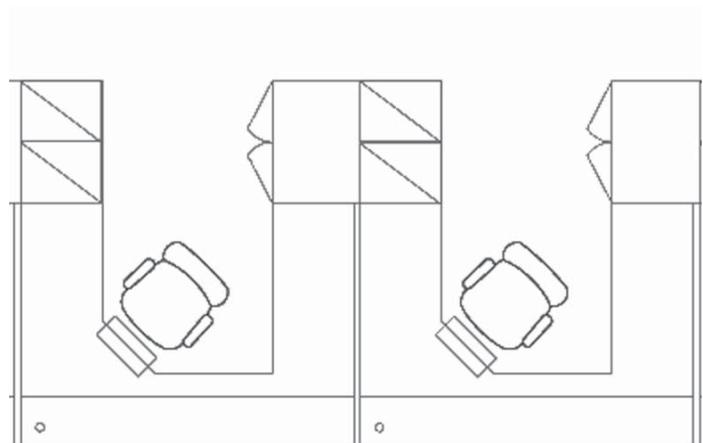
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 5.05 - Urinalysis Toilet Room

**DEPARTMENT** Probation

**SPACE**

Quantity	1
Area	50 SF
Ceiling Height	8' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Drug testing sampling

**RELATIONSHIP / ADJACENCIES**

- Adjacent to drug testing lab

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Toilet room accessories

**NOTES**

- Pass through for urine samples

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	Toilet / Sink / Floor drain
Ventilation	Exhaust to roof exhaust fan system
Climate Control	None
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1 GFI

**FINISHES / ENVIRONMENT**

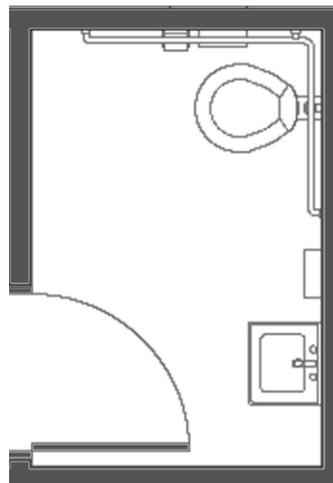
Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot / Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Privacy

**SECURITY REQUIREMENTS**

- NA



## 5.06 - Drug Testing Lab

**DEPARTMENT** Probation

**SPACE**

Quantity	1
Area	67 SF
Ceiling Height	8' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Drug testing sampling for juveniles

**RELATIONSHIP / ADJACENCIES**

- Adjacent to urinalysis
- Toilet Room

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Under counter refrigerator

**NOTES**

- Pass through for urine samples

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Sink
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	2 GFI + 1

**FINISHES / ENVIRONMENT**

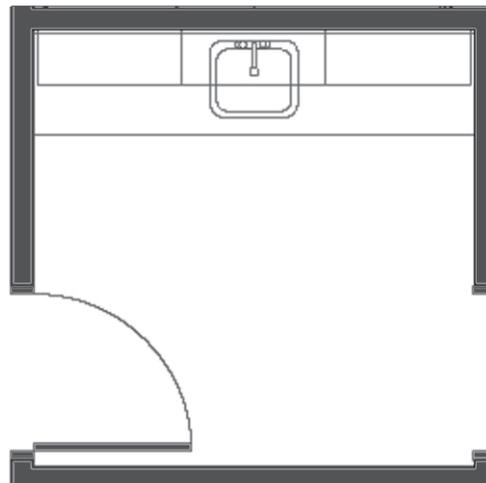
Floor	Resilient flooring
Base	Rubber
Wall	Ceramic tile wainscot / Painted gypsum & CMU
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 5.07 - Deputy Probation Officers

**DEPARTMENT** Probation

### SPACE

Quantity	3
Area	150 SF (net) = 450 SF total
Ceiling Height	10' - 0"
Occupants	6
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Space for report writing for deputy probation officers

### RELATIONSHIP / ADJACENCIES

- Near probation offices
- Access to secure entrance / exit

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Desks (2)
- Computers (2)
- Printer (1)

### NOTES

- Deputies are out in the community and shall use this space for paperwork

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from VAV system
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	2
Voice / Data	6
Outlets	6

### FINISHES / ENVIRONMENT

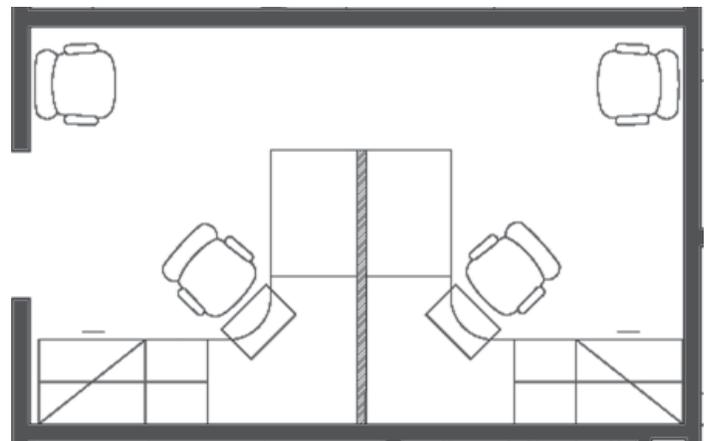
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	None
Door Glazing	None
Hardware	None

### SECURITY REQUIREMENTS

- NA



## 5.08 - Workroom

**DEPARTMENT** Probation

### SPACE

Quantity	1
Area	117 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	3-5
Security Zone	Secure Zone

### FUNCTION

- Room for copying, faxing, scanning, receiving / sending

### RELATIONSHIP / ADJACENCIES

- Near probation officers
- Near probation support

### MILLWORK (BUILT-IN CABINETS)

- Base and upper cabinets

### EQUIPMENT / FURNITURE

- Office machines including: copy machine, fax machine, postage machine and scale
- Printer
- Scanner

### NOTES

- NA

### MECHANICAL / PLUMBING

#### HVAC

Plumbing Standard

Ventilation None

Climate Control Yes, independent exhaust to roof exhaust fan system

Misc Yes

### ELECTRICAL / COMMUNICATIONS

Lighting Fluorescent

Lighting Control Occupancy sensor

Audio / Visual None

Telephone 1

Voice / Data 2

Outlets Several

### FINISHES / ENVIRONMENT

Floor Carpet

Base Rubber

Wall Painted gypsum board

Ceiling Acoustical tile

Misc.

### WINDOWS, DOORS, HARDWARE

Windows None

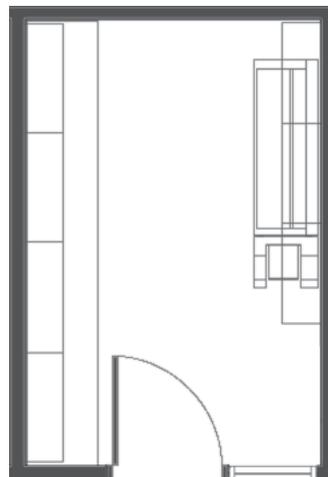
Doors Solid core wood

Door Glazing None

Hardware Standard

### SECURITY REQUIREMENTS

- NA



## 5.09 - Supply Storage

**DEPARTMENT** Probation

**SPACE**

Quantity	1
Area	50 SF
Ceiling Height	8' - 0"
Occupants	0
Visitors	1
Security Zone	Secure Zone

**FUNCTION**

- Storage of probation paper and other small supplies and equipment

**RELATIONSHIP / ADJACENCIES**

- Adjacent to workroom

**MILLWORK (BUILT-IN CABINETRY)**

- Shelving

**EQUIPMENT / FURNITURE**

- NA

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

**FINISHES / ENVIRONMENT**

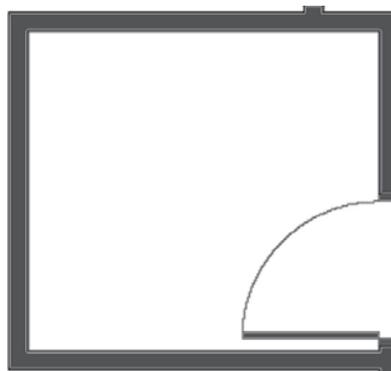
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 5.10 - Conference Room

**DEPARTMENT** Probation

### SPACE

Quantity	1
Area	300 SF
Ceiling Height	10' - 0"
Occupants	1
Visitors	10-20 each
Security Zone	Interface Zone

### FUNCTION

- Large to medium size conference room

### RELATIONSHIP / ADJACENCIES

- Near public corridor
- Near secure corridor

### MILLWORK (BUILT-IN CABINETY)

- NA

### EQUIPMENT / FURNITURE

- Tables and chairs (as needed)
- Accordion partition STC 55 (2)

### NOTES

- Secure doors with card reader on secure corridor side
- Video conferencing capabilities

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes, from shared VAV system

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Yes
Audio / Visual	Yes
Telephone	1 each
Voice / Data	2 each
Outlets	2-3 each

### FINISHES / ENVIRONMENT

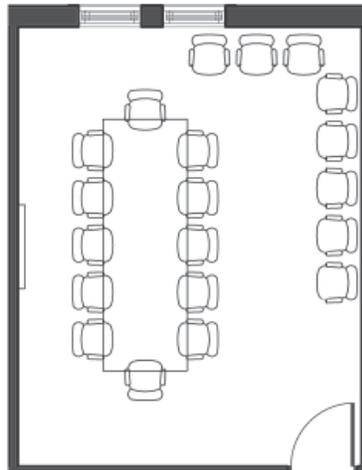
Floor	Carpet
Base	Wood
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes, with daylight control
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 5.11 - Probation Toilet Room

**DEPARTMENT** Probation

### SPACE

Quantity	1
Area	145 SF
Ceiling Height	9' - 6"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Staff toilet room

### RELATIONSHIP / ADJACENCIES

- Near probation offices

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Toilet room accessories

### NOTES

- Sound control walls and doors

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	Toilets / Urinals / Sinks / Floor drains
Ventilation	Exhaust to roof fan exhaust system
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1 GFI each

### FINISHES / ENVIRONMENT

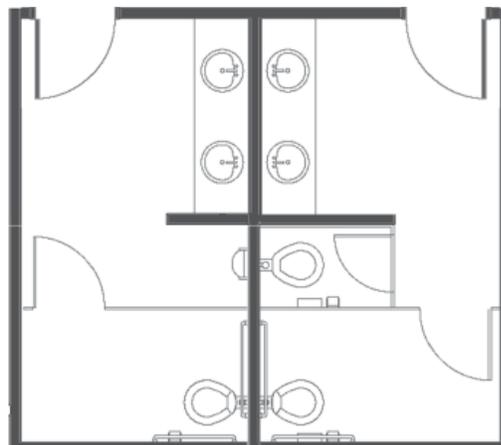
Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot / Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 5.12 - Storage

**DEPARTMENT** Probation

### SPACE

Quantity	1
Area	150 SF
Ceiling Height	9' - 6"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Storage space

### RELATIONSHIP / ADJACENCIES

- Near probation spaces

### MILLWORK (BUILT-IN CABINETRY)

- Shelving

### EQUIPMENT / FURNITURE

- NA

### NOTES

- NA

### MECHANICAL / PLUMBING

#### HVAC

Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	None

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

### FINISHES / ENVIRONMENT

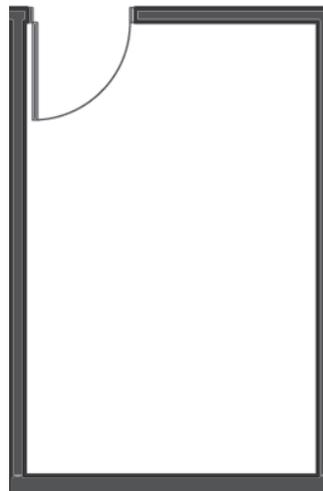
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Hollow Metal
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA



## 6.01 - Vehicular Sallyport

**DEPARTMENT** Court Support

**SPACE**

Quantity	1
Area	818 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	0
Security Zone	Interstitial Zone

**FUNCTION**

- Secure vehicular vestibule for accused and police to arrive in building

**RELATIONSHIP / ADJACENCIES**

- Easy vehicle access
- Adjacent to exterior
- Adjacent to facility holding areas

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- 12 capacity metal gun locker

**NOTES**

- Parking for seven (7) vehicles outside
- Secure vestibule lock for entry into building
- Camera to cover sallyport (1)
- Duress Button

**MECHANICAL / PLUMBING**

HVAC	Unit heaters
Plumbing	Floor drains and Grease trap
Ventilation	Yes, emissions venting
Climate Control	Yes, unit heaters
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	110 as required

**FINISHES / ENVIRONMENT**

Floor	Sealed concrete
Base	Concrete / CMU
Wall	Epoxy painted CMU
Ceiling	Painted exposed structure
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Steel roll-up (2) and H.M. man doors (2)
Door Glazing	None
Hardware	Secure

**SECURITY REQUIREMENTS**

- Per Court Standards



- Door control
- Accomodate bus transport

## 6.02 - Secure Vestibule

**DEPARTMENT** Court Support

**SPACE**

Quantity	2
Area	121 SF (net) = 242 SF total
Ceiling Height	10' - 0"
Occupants	0
Visitors	Varies
Security Zone	Interstitial Zone

**FUNCTION**

- Vestibule between vehicle sallyport and holding cells
- Vestibule between holding cells and courthouse

**RELATIONSHIP / ADJACENCIES**

- Between vehicular sallyport and group holding area

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- Secure vestibule is on both sides of holding area

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1 each

**FINISHES / ENVIRONMENT**

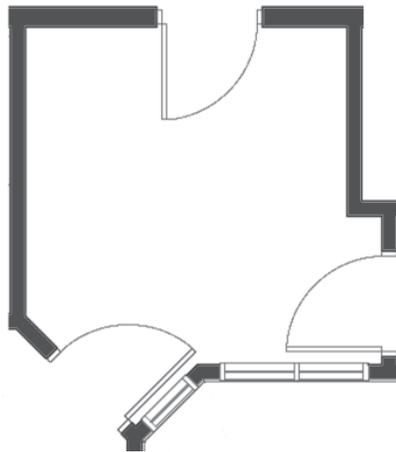
Floor	Sealed concrete
Base	Rubber
Wall	Epoxy painted CMU
Ceiling	Limited access secured metal acoustical system
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Steel roll-up (2) and H.M. man doors (2)
Door Glazing	None
Hardware	Secure

**SECURITY REQUIREMENTS**

- Per Court Standards



## 6.03 - Control Room - Security Monitors

**DEPARTMENT** Court Support

### SPACE

Quantity	1
Area	249 SF
Ceiling Height	10' - 0"
Occupants	2-4
Visitors	0
Security Zone	Interstitial Zone

### FUNCTION

- Office for security personnel to perform daily functions
- Office for security personnel to monitor building security needs
- Check-in counter for prisoners

### RELATIONSHIP / ADJACENCIES

- Adjacent to sallyport
- Adjacent to prisoner elevator and circulation system

### MILLWORK (BUILT-IN CABINERY)

- NA

### EQUIPMENT / FURNITURE

- Counter - with security glazing
- Built-in cabinet for monitors

### NOTES

- This room should have the following:
 

Annunciator	Fire control panels
Duress signals	Security panels
Magnetometer	Monitors for various cameras
- Monitors - (2) security / (2) building and equipment
- Duress panel
- Secure hardware
- Room is split between adult and juvenile
- Room is elevated 12"
- Need good vision into holding cells

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from VAV system
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent, task, dimmer and emergency
Lighting Control	Yes
Audio / Visual	None
Telephone	4
Voice / Data	4
Outlets	Several

### FINISHES / ENVIRONMENT

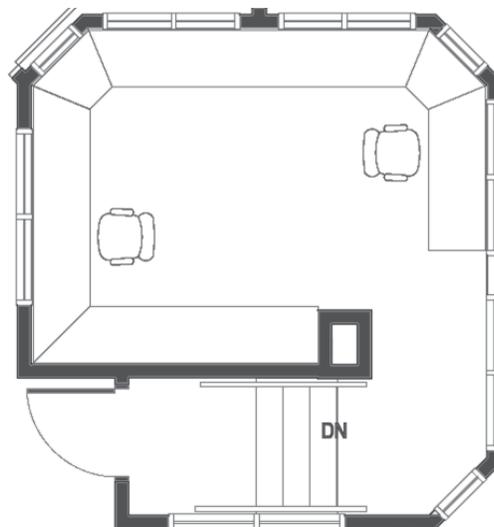
Floor	Resilient flooring / Sealed concrete
Base	Rubber
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete structure
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Yes
Doors	Security - H.W. (See Prototype)
Door Glazing	Yes (See Prototype)
Hardware	Security (See Prototype)

### SECURITY REQUIREMENTS

- Per Court Standards



## 6.04 - Group Holding Cells

**DEPARTMENT** Court Support

**SPACE**

Quantity	4
Area	175 SF (net) = 700 SF total
Ceiling Height	10' - 0"
Occupants	1-8
Visitors	0
Security Zone	Interstitial Zone

**FUNCTION**

- Holding area for accused at detention area after initial arrival, before being moved to a court-related holding cell

**RELATIONSHIP / ADJACENCIES**

- Adjacent to sallyport
- Visible from control room

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Bench
- Toilet / Sink combination (Secure stainless steel type)
- Video camera

**NOTES**

- All group holding areas shall be located in detention area; to be used for holding of men and women
- Intercom
- Camera

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard with security grilles (See Prototype)
Ventilation	Combination Unit and Floor Drains
Climate Control	Yes, with security grilles (See Prototype)
Misc	Yes, common VAV system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Secure Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	None

**FINISHES / ENVIRONMENT**

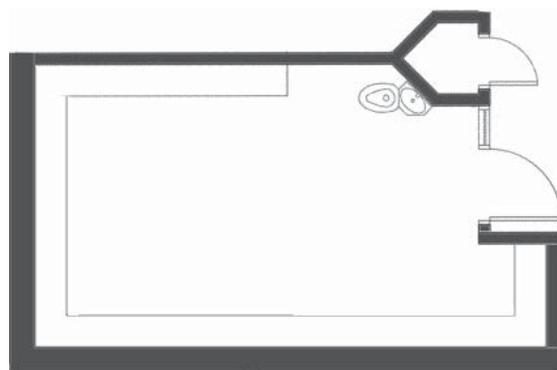
Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Security (See Prototype)
Doors	Steel
Door Glazing	Security (See Prototype)
Hardware	Secure (See Prototype)

**SECURITY REQUIREMENTS**

- Per Court Standards



## 6.05 - Juvenile Female Holding Cells

**DEPARTMENT** Court Support

### SPACE

Quantity	1
Area	139 SF
Ceiling Height	10' - 0"
Occupants	1-8
Visitors	0
Security Zone	Interstitial Zone

### FUNCTION

- Holding area for female juvenile accused at detention area after initial arrival, before being moved to a court-related holding cell

### RELATIONSHIP / ADJACENCIES

- Adjacent to sallyport
- Visible from control room

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Bench
- Toilet / Sink combination (Secure stainless steel type)
- Video camera

### NOTES

- All group holding areas shall be located in detention area; to be used for holding of female youth
- Intercom • Shared space with 6.04 and 6.06
- Camera

### MECHANICAL / PLUMBING

HVAC	Standard with security grilles (See Prototype)
Plumbing	Combination Unit and Floor Drains
Ventilation	Yes, with security grilles (See Prototype)
Climate Control	Yes, common VAV system from adjacent system
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Secure Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	None

### FINISHES / ENVIRONMENT

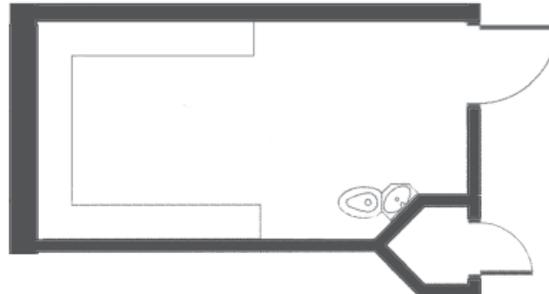
Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Security (See Prototype)
Doors	Steel
Door Glazing	Security (See Prototype)
Hardware	Secure (See Prototype)

### SECURITY REQUIREMENTS

- Per Court Standards



## 6.06 - Juvenile Male Holding Cells

**DEPARTMENT** Court Support

**SPACE**

Quantity	1
Area	139 SF
Ceiling Height	10' - 0"
Occupants	1-8
Visitors	0
Security Zone	Interstitial Zone

**FUNCTION**

- Holding area for male juvenile accused at detention area after initial arrival, before being moved to a court-related holding cell

**RELATIONSHIP / ADJACENCIES**

- Adjacent to sallyport
- Visible from control room

**MILLWORK (BUILT-IN CABINETRY)**

- NA

**EQUIPMENT / FURNITURE**

- Bench
- Toilet / Sink combination (Secure stainless steel type)
- Video camera

**NOTES**

- All group holding areas shall be located in detention area; to be used for holding of female youth
- Intercom
- Camera

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard with security grilles (See Prototype)
Ventilation	Combination Unit and Floor Drains
Climate Control	Yes, with security grilles (See Prototype)
Misc	Yes, common VAV system from adjacent system

**ELECTRICAL / COMMUNICATIONS**

Lighting	Secure Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	None

**FINISHES / ENVIRONMENT**

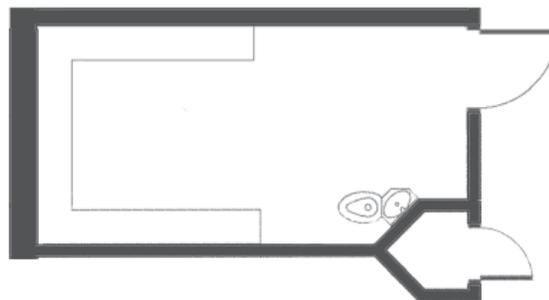
Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Security (See Prototype)
Doors	Steel
Door Glazing	Security (See Prototype)
Hardware	Secure (See Prototype)

**SECURITY REQUIREMENTS**

- Per Court Standards



- Shared space with 6.04 and 6.05

## 6.07 - Vending / Break Room

**DEPARTMENT** Court Support

**SPACE** 1

Quantity 102 SF

Area 9' - 6"

Ceiling Height 0

Occupants 3

Visitors Interstitial Zone

Security Zone

**FUNCTION**

- Small staff break area with vending and kitchenette
- Break / lunch functions

**RELATIONSHIP / ADJACENCIES**

- In holding area

**MILLWORK (BUILT-IN CABINERY)**

- NA

**EQUIPMENT / FURNITURE**

- Under counter refrigerator (N.I.C.) Microwave (N.I.C.)
- Base bavinet
- Wall cabinet
- Sink
- Vending machines (N.I.C.)
- Stove / Oven (N.I.C.)

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC Standard

Plumbing Toilet / Sink / Floor drain

Ventilation Exhaust to roof exhaust fan system

Climate Control Yes

Misc

**ELECTRICAL / COMMUNICATIONS**

Lighting Fluorescent

Lighting Control None

Audio / Visual None

Telephone 1

Voice / Data None

Outlets Several

**FINISHES / ENVIRONMENT**

Floor Sealed concrete

Base Rubber

Wall Painted CMU

Ceiling Acoustical lay-in tile

Misc.

**WINDOWS, DOORS, HARDWARE**

Windows None

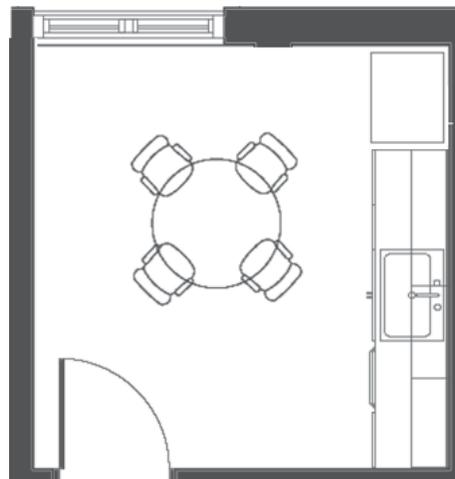
Doors H.M. door

Door Glazing None

Hardware Standard

**SECURITY REQUIREMENTS**

- NA



## 6.08 - Staff Toilet

**DEPARTMENT** Court Support

### SPACE

Quantity	1
Area	59 SF
Ceiling Height	8' - 0"
Occupants	0
Visitors	1
Security Zone	Interstitial Zone

### FUNCTION

- Restroom functions for staff

### RELATIONSHIP / ADJACENCIES

- Near staff break area
- Near control room

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- Lavatory
- Water Closet
- Toilet room accessories

### NOTES

- ADA accessible

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	Toilet / Sink / Floor drain
Climate Control	Exhaust to roof exhaust fan system
Misc	None

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1 GFI

### FINISHES / ENVIRONMENT

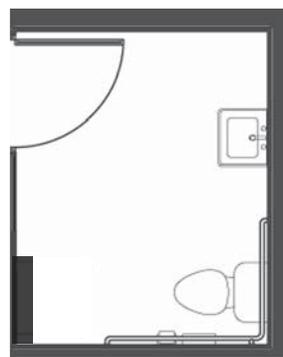
Floor	Ceramic mosaic tile
Base	Coved ceramic wall tile
Wall	Epoxy painted CMU
Ceiling	Epoxy painted gypsum board
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	H.W. door
Door Glazing	None
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 6.09 - Secure Sound Vesibule

### DEPARTMENT

Court Support

### SPACE

Quantity	8
Area	34 SF (net) = 272 SF total
Ceiling Height	8' - 0"
Occupants	0
Visitors	0
Security Zone	Interstitial Zone

### FUNCTION

- Vestibule between holding cell staging area and court-rooms
- Sound lock between holding area and courtrooms

### RELATIONSHIP / ADJACENCIES

- Between holding cell staging area and courtrooms

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- None

### NOTES

- Interlocking hardware
- Special attention to sound isolation from courtrooms

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	None

### FINISHES / ENVIRONMENT

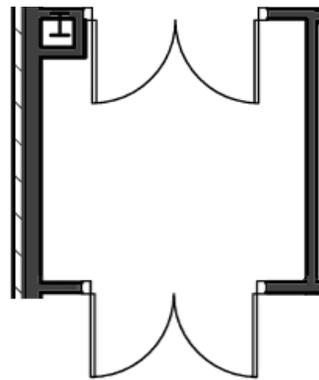
Floor	Sealed concrete
Base	Rubber
Wall	Epoxy painted CMU
Ceiling	Limited access secured metal acoustical system
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	Security on holding side - See Court Standards
Doors	H.W. (1) H.W. with wood veneer-See Court Standards
Door Glazing	None
Hardware	Secure - See Court Standards. Also has electronics - See Court Standards

### SECURITY REQUIREMENTS

- NA



## 6.10 - Holding Cell - Singles

**DEPARTMENT** Court Support

### SPACE

Quantity	12
Area	50 SF (net) = 600 SF total
Ceiling Height	9' - 4"
Occupants	1
Visitors	0
Security Zone	Interstitial Zone

### FUNCTION

- Holding area for accused while awaiting trial

### RELATIONSHIP / ADJACENCIES

- Adjacent to courtrooms

### MILLWORK (BUILT-IN CABINETY)

- NA

### EQUIPMENT / FURNITURE

- Concrete bench
- Toilet / Sink combination (Secure stainless steel type)
- Video camera in cell - no view of toilet
- Intercom

### NOTES

- Intercom to attorney / client conference room where occurs
- Special attention to sound isolation from courtrooms

### MECHANICAL / PLUMBING

#### HVAC

Plumbing	Standard with security grilles (Prototype)
Ventilation	Combination unit, security fixtures & floor drain
Climate Control	Per Court Standards
Misc	None

### ELECTRICAL / COMMUNICATIONS

Lighting	Secure fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Minimal

### FINISHES / ENVIRONMENT

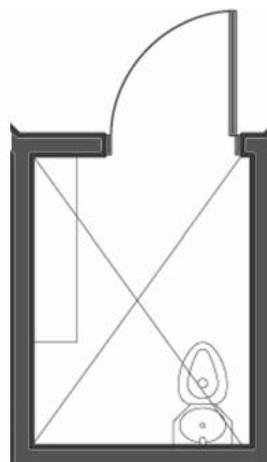
Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Steel
Door Glazing	Security (See Prototype)
Hardware	Secure with electronics (See Prototype)

### SECURITY REQUIREMENTS

- Per Court Standards



## 6.11 - Officer Workstations

**DEPARTMENT** Court Support

**SPACE**

Quantity	4
Area	30 SF (net) = 120 SF total
Ceiling Height	9' - 4"
Occupants	1
Visitors	0
Security Zone	Interstitial Zone

**FUNCTION**

- Space for transport office to do paperwork

**RELATIONSHIP / ADJACENCIES**

- In holding cell staging area
- Near holding cells

**MILLWORK (BUILT-IN CABINETRY)**

- Built-in desk
- Upper cabinets
- All drawers and doors shall be lockable

**EQUIPMENT / FURNITURE**

- Chair

**NOTES**

- None

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	None
Audio / Visual	None
Telephone	1
Voice / Data	1
Outlets	2

**FINISHES / ENVIRONMENT**

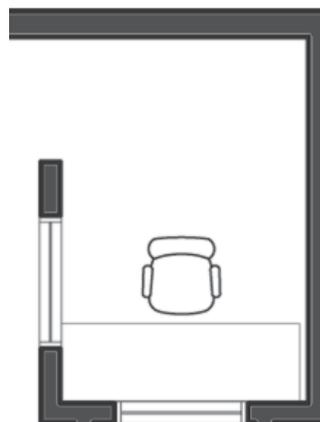
Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	None
Door Glazing	None
Hardware	None

**SECURITY REQUIREMENTS**

- Duress button





## 7.01 - Lobby Information

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**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	2,000 SF
Ceiling Height	Unknown
Occupants	0
Visitors	50
Security Zone	Public Zone

### FUNCTION

- Main entry
- Space for public assembly and gathering
- Point of reference to familiarize visitor with building

### RELATIONSHIP / ADJACENCIES

- First space entered by the public
- From here people shall be easily directed to different destinations

### MILLWORK (BUILT-IN CABINETRY)

- NA

### EQUIPMENT / FURNITURE

- TV screen for daily events
- Pay phones
- Electrical conduits

### NOTES

- None

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from larger VAV system
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	1
Voice / Data	TV
Outlets	Several

### FINISHES / ENVIRONMENT

Floor	Sealed concrete
Base	None
Wall	Epoxy painted CMU
Ceiling	Epoxy painted concrete
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	NA
Doors	NA
Door Glazing	NA
Hardware	NA

### SECURITY REQUIREMENTS

- See court standards for security electrical

## 7.02 - Receiving Area

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	622 SF
Ceiling Height	9' - 6"
Occupants	0
Visitors	5
Security Zone	Secure Zone

### FUNCTION

- Space to receive supplies, custodial goods, etc.

### RELATIONSHIP / ADJACENCIES

- Near delivery entrance

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- None

### NOTES

- Shared space with 7.03 and 7.07
- Intercom

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	Yes
Voice / Data	Yes
Outlets	4

### FINISHES / ENVIRONMENT

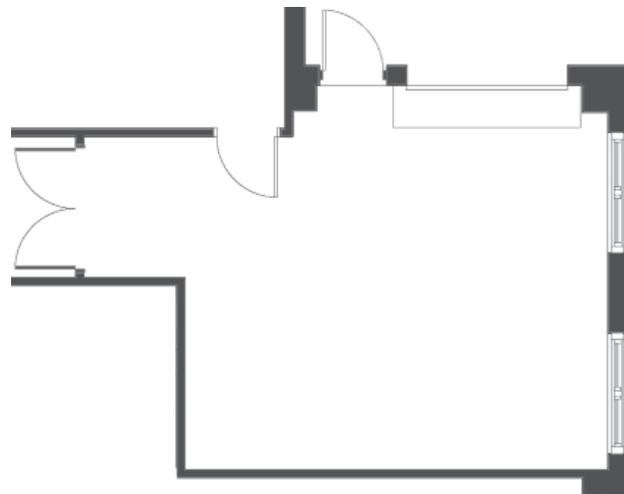
Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype) - one 4' wide

### SECURITY REQUIREMENTS

- NA



## 7.03 - Mail Room and Receiving

**DEPARTMENT** Building Support

**SPACE**

Quantity	1
Area	120 SF
Ceiling Height	9' - 6"
Occupants	0
Visitors	5
Security Zone	Secure Zone

**FUNCTION**

- Space to receive, sort and send mail

**RELATIONSHIP / ADJACENCIES**

- Near delivery entrance

**MILLWORK (BUILT-IN CABINETY)**

- Base and upper cabinets

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- Shared space with 7.02 and 7.07
- Intercom

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from adjacent VAV system
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	4

**FINISHES / ENVIRONMENT**

Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype) - one 4' wide

**SECURITY REQUIREMENTS**

- NA



## 7.04 - Communications Room

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	275 SF
Ceiling Height	Open to structure
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Room to house phone panels and central collector panels for all communication systems
- House all computer network panels and central wire needs for all locations

### RELATIONSHIP / ADJACENCIES

- NA

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- See electrical drawing EP-101 in prototype drawings

### NOTES

- Telephone and data terminal boards and/or racks
- UPS emergency power
- Coordinate with ITS
- Cable tray terminates in this room (See Prototype)

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Separate DX split system
Ventilation	None
Climate Control	None
Misc	Yes

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Several

### FINISHES / ENVIRONMENT

Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Open to structure
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA



## 7.05 - Communications Closets

**DEPARTMENT** Building Support

**SPACE**

Quantity	5
Area	77 SF (net) = 385 SF total
Ceiling Height	Open to structure
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Telephone closet

**RELATIONSHIP / ADJACENCIES**

- Spaced in wings of building to shorten wire runs

**MILLWORK (BUILT-IN CABINETRY)**

- None

**EQUIPMENT / FURNITURE**

- None

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Separate DX split system
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Several

**FINISHES / ENVIRONMENT**

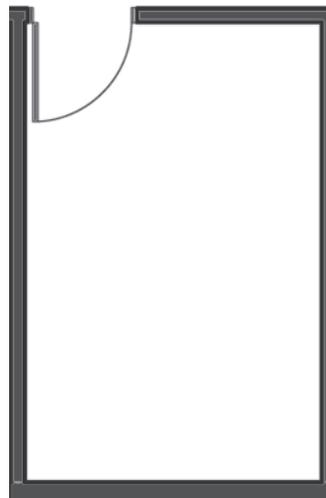
Floor	Resilient flooring
Base	Rubber
Wall	Epoxy painted CMU
Ceiling	Open to structure
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.06 - Housekeeping Closets

<b>DEPARTMENT</b>	<b>Building Support</b>
<b>SPACE</b>	
Quantity	6
Area	46 SF (net) = 276 SF total
Ceiling Height	10' - 0"
Occupants	0
Visitors	0
Security Zone	Public Zone & Secure Zone

- FUNCTION**
- Space to store janitorial equipment and supplies
  - Space for mop and daily cleanup

**RELATIONSHIP / ADJACENCIES**

- Near restrooms

**MILLWORK (BUILT-IN CABINETRY)**

- None

**EQUIPMENT / FURNITURE**

- Mop rack
- Shelving
- Ladder to roof hatch where occurs

**NOTES**

- Provide mop rack located so mops hang over sink
- Ceramic tile wainscot at sink - 4' high each side

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	Janitor Sink
Climate Control	Yes, independent exhaust to roof exhaust fan system
Misc	None

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1 GFI

**FINISHES / ENVIRONMENT**

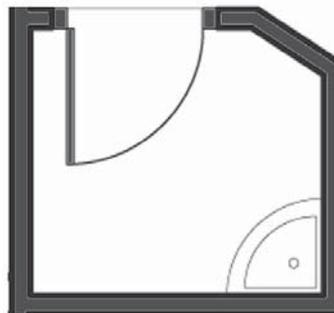
Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board / Ceramic tile
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.07 - General Storage

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	200 SF
Ceiling Height	9' - 6"
Occupants	0
Visitors	5
Security Zone	Secure Zone

### FUNCTION

- General supplies
- Store video / Recording equipment

### RELATIONSHIP / ADJACENCIES

- Near clerks office
- Near dock entrance

### MILLWORK (BUILT-IN CABINETY)

- None

### EQUIPMENT / FURNITURE

- High density storage shelving

### NOTES

- Shared space with 7.02 & 7.03

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes, from adjacent VAV system
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	Occupancy Sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	4

### FINISHES / ENVIRONMENT

Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood - one 4' wide
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA



## 7.08 - DFCM / Custodial Office

**DEPARTMENT** Building Support

**SPACE**

Quantity	3
Area	120 SF
Ceiling Height	NA
Occupants	0
Visitors	0
Security Zone	Secure Zone

**FUNCTION**

- Office for DFCM Custodian(s)

**RELATIONSHIP / ADJACENCIES**

- NA

**MILLWORK (BUILT-IN CABINETRY)**

- None

**EQUIPMENT / FURNITURE**

- Desk
- Shelving
- Phone
- Visitor chairs

**NOTES**

- Include small work area and bench for minor projects and repairs
- Intercom connected to receiving room and dock

**MECHANICAL / PLUMBING**

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	None
Misc	Yes

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent and task lighting
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	1
Outlets	Several

**FINISHES / ENVIRONMENT**

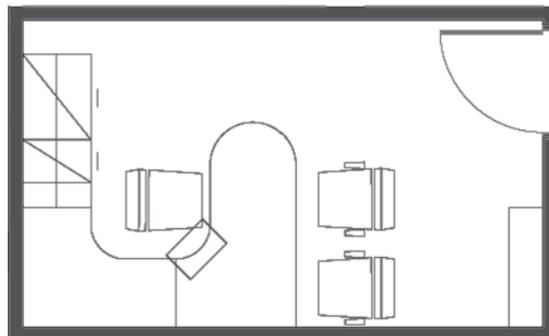
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.09 - Public Toilets

**DEPARTMENT** Building Support

**SPACE**

Quantity	3
Area	330 SF (net) = 990 SF total
Ceiling Height	9' - 6"
Occupants	0
Visitors	10-12
Security Zone	Public Zone

**FUNCTION**

- Restroom functions for public

**RELATIONSHIP / ADJACENCIES**

- Adjacent to / part of main lobby

**MILLWORK (BUILT-IN CABINETRY)**

- None

**EQUIPMENT / FURNITURE**

- Toilet and urinal partitions
- Toilet room accessories

**NOTES**

- ADA Accessible

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	W.C. / Lavatories / Urinals / F.D.
Ventilation	Exhaust to roof exhaust fan system
Climate Control	None
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Minimal GFI

**FINISHES / ENVIRONMENT**

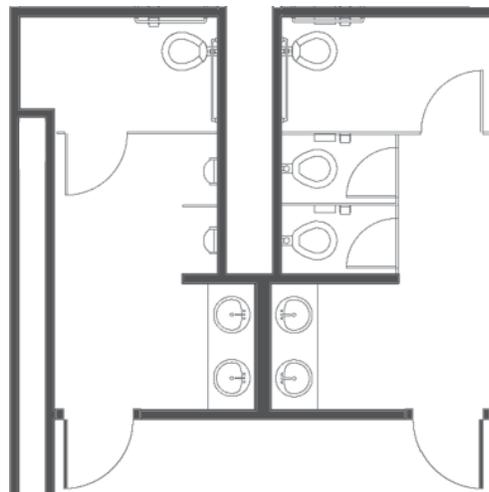
Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot / Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard

**SECURITY REQUIREMENTS**

- NA



## 7.10 - Staff Toilets

**DEPARTMENT** Building Support

**SPACE**

Quantity	3
Area	271 SF (net) = 813 SF total
Ceiling Height	9' - 6"
Occupants	0
Visitors	6-8
Security Zone	Secure Zone

**FUNCTION**

- Restroom functions for employees only

**RELATIONSHIP / ADJACENCIES**

- Locate convenient for staff

**MILLWORK (BUILT-IN CABINETRY)**

- None

**EQUIPMENT / FURNITURE**

- Toilet room partitions
- Toilet room accessories

**NOTES**

- ADA Accessible

**MECHANICAL / PLUMBING**

<b>HVAC</b>	
Plumbing	Standard
Ventilation	W.C. / Lavatories / Urinals / F.D.
Climate Control	Exhaust to roof exhaust fan system
Misc	None

**ELECTRICAL / COMMUNICATIONS**

Lighting	Strip fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Minimal GFI

**FINISHES / ENVIRONMENT**

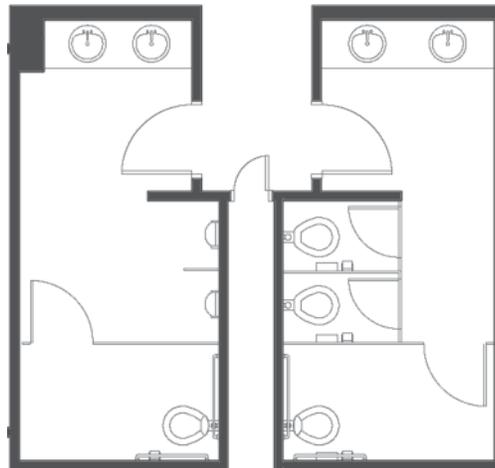
Floor	Ceramic mosaic tile
Base	Coved ceramic tile
Wall	Ceramic tile wainscot / Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.11 - Staff Lounge / Food Service / Vending Area

**DEPARTMENT** Building Support

**SPACE**

Quantity	1
Area	622 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	10-12
Security Zone	Secure Zone

**FUNCTION**

- Space for staff to gather for breaks / lunch
- Space for minor food preparation and clean up
- Space for vending machines
- May be used as meeting space

**RELATIONSHIP / ADJACENCIES**

- Locate convenient for staff
- Locate near staff restrooms
- Access to secure corridor

**MILLWORK (BUILT-IN CABINETRY)**

- Counter
- Storage cabinets
- Sink

**EQUIPMENT / FURNITURE**

- Tables
- chairs
- Sofacs
- Lounge chairs
- End tables
- Vending machine area
- Full-size refrigerator / Ice-maker with water line
- Microwave
- Stove / Oven

**NOTES**

- NA

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	Sink
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	1
Voice / Data	None
Outlets	Several

**FINISHES / ENVIRONMENT**

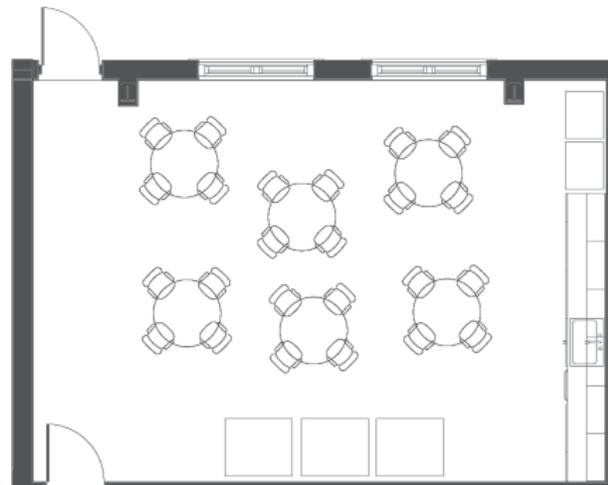
Floor	Resilient flooring
Base	Rubber
Wall	Accent painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.12 - Equipment Room & Risers

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	192 SF
Ceiling Height	15'-6"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Room to house main breaker panels, transformer and distribution panels

### RELATIONSHIP / ADJACENCIES

- Near maintenance / mechanical room
- Close to where power will enter the building

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- As required by electrical

### NOTES

- NA

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	Yes
Misc	Yes

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Several

### FINISHES / ENVIRONMENT

Floor	Sealed concrete
Base	Rubber
Wall	Epoxy painted CMU
Ceiling	Epoxy painted exposed structure
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood & H.M. (exterior)
Door Glazing	None
Hardware	Standard

### SECURITY REQUIREMENTS

- NA



## 7.13 - ITS Computer Equipment Room

---

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	NA
Ceiling Height	11' - 0"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Room to house phone panels and central collector panels for all communications systems
- To house all computer network panels and central wire needs for all locations

### RELATIONSHIP / ADJACENCIES

- NA

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- See electrical drawing EP-101 in prototype drawings

### NOTES

- Telephone and data terminal boards and/or racks
- UPS emergency power
- Coordinate with ITS
- Cable tray terminates in this room (See Prototype)

### MECHANICAL / PLUMBING

HVAC	Seperate DX split system
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	Several

### FINISHES / ENVIRONMENT

Floor	Resilient flooring
Base	Rubber
Wall	Painted CMU / Gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Solid core wood
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA

## 7.14 - Building Entry

---

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	771 SF
Ceiling Height	10' - 0" / Open
Occupants	0
Visitors	0
Security Zone	Public Zone

### FUNCTION

- Space at front doors / main entry where full-time security guard and conveyor / x-ray activities take place

### RELATIONSHIP / ADJACENCIES

- Main access to building
- Near security office

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- Magnetometer
- Conveyor / x-ray machine
- Chairs (2)
- Table

### NOTES

- Part of main lobby space
- Includes exit vestibule
- Glass separation of Entrance and Exit

### MECHANICAL / PLUMBING

#### HVAC

Plumbing	Standard for building entry, none in vestibule
Ventilation	None
Climate Control	None
Misc	None

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	2
Voice / Data	2
Outlets	Several

### FINISHES / ENVIRONMENT

Floor	Tile / Entry mat
Base	Tile / none
Wall	Masonry / Painted gypsum board / Tile
Ceiling	Painted gypsum board in vestibules
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Aluminum and glass
Door Glazing	Yes (See Prototype)
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- Magnetometer
- Security station
- Per Court Standards

## 7.15 - Security Office

**DEPARTMENT** Building Support

**SPACE**

Quantity	1
Area	271 SF
Ceiling Height	10' - 0"
Occupants	1-2
Visitors	0
Security Zone	Public Zone

**FUNCTION**

- Office for security personnel to perform daily functions
- Office for security personnel to monitor building security needs

**RELATIONSHIP / ADJACENCIES**

- Near main entrance / lobby

**MILLWORK (BUILT-IN CABINETRY)**

- Counter - with security glazing
- Built-in cabinet for monitors

**EQUIPMENT / FURNITURE**

- None

**NOTES**

This room should have the following:

- Annunciator
- Duress signals
- Fire control panels
- Security panels - verify with Utah State Fire Marshall
- Monitors - 2 security / 2 building
- Duress Button
- Secure hardware

Direct line of sight to building entrance

**MECHANICAL / PLUMBING**

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	Yes
Misc	

**ELECTRICAL / COMMUNICATIONS**

Lighting	Fluorescent, task, dimmer and emergency
Lighting Control	Occupancy sensor
Audio / Visual	None
Telephone	2
Voice / Data	2
Outlets	Several

**FINISHES / ENVIRONMENT**

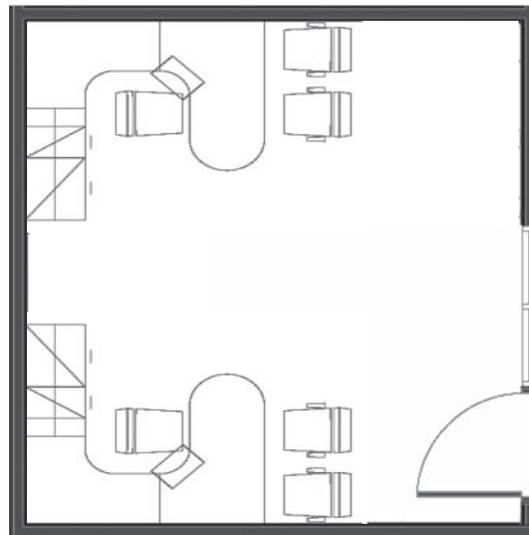
Floor	Carpet
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

**WINDOWS, DOORS, HARDWARE**

Windows	Yes
Doors	Solid core wood
Door Glazing	Sidelights (See Prototype)
Hardware	Standard (See Prototype)

**SECURITY REQUIREMENTS**

- NA



## 7.16 - Security Equipment Closet

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	32 SF
Ceiling Height	9' - 0"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Security equipment
- Storage including guns

### RELATIONSHIP / ADJACENCIES

- Adjacent to security office

### MILLWORK (BUILT-IN CABINETY)

- None

### EQUIPMENT / FURNITURE

- 12 capacity metal gun lockers

### NOTES

- NA

### MECHANICAL / PLUMBING

HVAC	
Plumbing	Standard
Ventilation	None
Climate Control	Yes
Misc	Yes, cooling only

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

### FINISHES / ENVIRONMENT

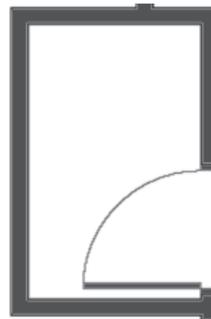
Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Painted gypsum board
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Hollow metal
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA



## 7.17 - Security Storage Room

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	77 SF
Ceiling Height	Open to structure
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Shelving

### RELATIONSHIP / ADJACENCIES

- Near receiving area

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- None

### NOTES

- NA

### MECHANICAL / PLUMBING

HVAC	Standard
Plumbing	None
Ventilation	None
Climate Control	None
Misc	

### ELECTRICAL / COMMUNICATIONS

Lighting	Fluorescent
Lighting Control	None
Audio / Visual	None
Telephone	None
Voice / Data	None
Outlets	1

### FINISHES / ENVIRONMENT

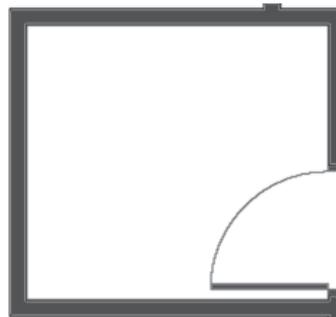
Floor	Resilient flooring
Base	Rubber
Wall	Painted gypsum board
Ceiling	Acoustical tile
Misc.	

### WINDOWS, DOORS, HARDWARE

Windows	None
Doors	Hollow metal
Door Glazing	None
Hardware	Standard (See Prototype)

### SECURITY REQUIREMENTS

- NA



## 7.18 - Fitness Area

**DEPARTMENT** Building Support

### SPACE

Quantity	1
Area	297 SF
Ceiling Height	10' - 0"
Occupants	0
Visitors	0
Security Zone	Secure Zone

### FUNCTION

- Space for staff to engage in fitness routines

### RELATIONSHIP / ADJACENCIES

- Near break room
- Near staff toilet room

### MILLWORK (BUILT-IN CABINETRY)

- None

### EQUIPMENT / FURNITURE

- Exercise equipment (NIC)
- Lockers

### NOTES

- NA

### MECHANICAL / PLUMBING

#### HVAC

Plumbing Standard

Ventilation Sink / Shower / Toilets / Drinking fountain

Climate Control Fitness Center exhaust to roof exhaust fan system

Misc Yes

Ceiling fans for comfort

### ELECTRICAL / COMMUNICATIONS

Lighting Fluorescent

Lighting Control Occupancy sensors and daylight sensors, if applicable

Audio / Visual None

Telephone 1

Voice / Data 1

Outlets Several

### FINISHES / ENVIRONMENT

Floor Rubber sport flooring

Base Rubber

Wall Painted gypsum board

Ceiling Acoustical tile

Misc.

### WINDOWS, DOORS, HARDWARE

Windows Yes, with daylight control

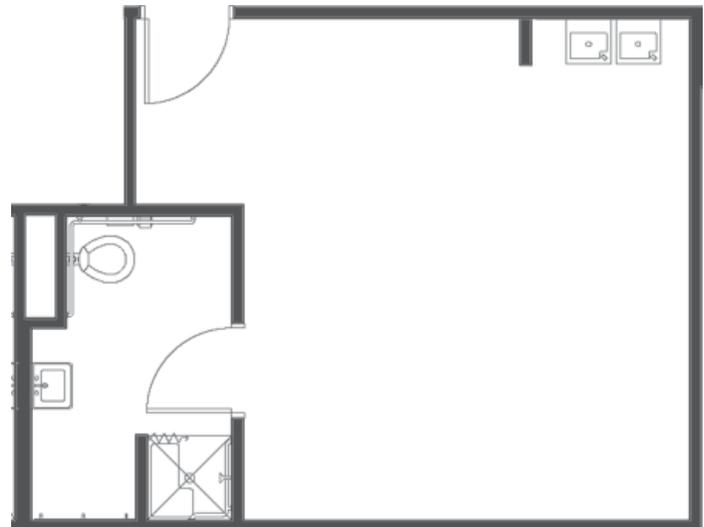
Doors Solid core wood

Door Glazing None

Hardware Per Court Standards

### SECURITY REQUIREMENTS

- NA



## 5.0 Building Cost Summary

### 5.1 BUILDING COST SUMMARY

#### Project Information

Gross Square Feet	84,517	Base Cost Date	1 September, 2009
Net Square Feet	65,501	Estimated Bid Date	1 January 2011
Net/Gross Ratio	77.5%		

Cost Summary	\$ Amount	Cost per SF
Facility Cost	\$20,706,665	\$245.00
Utility Fee Cost	\$142,500	\$1.69
Additional Construction Cost	\$180,000	\$2.13
Site Cost	\$676,052	\$8.00
LEED	\$269,208	\$3.19
<b>Total Construction Cost</b>	<b>\$21,974,425</b>	<b>\$260.01</b>
<b>Soft Costs</b>		
Hazardous materials	\$300,000	
Pre-Design / Planning	\$38,000	
Design	\$1,631,655	
Property Aquisition	\$3,000,000	
Furnishings & Equipment	\$1,208,054	
Information Technology	\$455,000	
Utah Art	\$219,744	
Testing and Inspection	\$191,479	
Contingency	\$995,091	
Moving / Occupancy	\$30,000	
Builder's Risk Insurance	\$33,806	
Legal Services	\$21,275	
DFCM Managment		
User Fees		
Commissioning	\$191,480	
Energy Model	\$35,000	
<b>Total Soft Cost</b>	<b>\$8,350,584</b>	<b>\$98.80</b>
<b>Total Project Cost</b>	<b>\$30,325,009</b>	<b>\$358.81</b>
Previous Funding	\$3,250,000	
<b>Request for State Funding</b>	<b>\$27,075,009</b>	

BUILDING COST SUMMARY

5.2 CONSTRUCTION COST ESTIMATE

Description	Explanation	Units	Unit Cost	Cost
<b>New Facility Cost Details</b>		84,517 GSF	\$245	\$20,706,665
<b>Utility Cost Details</b>				
Water Utility Fee	Ogden City	1	\$75,000	\$75,000
Sewer Utility Fee	Ogden City	1	\$40,000	\$40,000
Electric Utility Fee	RMP Service Area			
Storm Sewer Utility Fee	Ogden City	1	\$25,000	\$25,000
Connection Fees	Ogden City	1	\$2,500	\$2,500
<b>Additional Construction Costs</b>				
Demolition of existing buildings		30,000	\$6	\$180,000
<b>Site Costs</b>				
Landscape / Parking		169,013	\$4	\$676,052
LEED Costs		1	\$269,208	\$269,208
<b>Total Construction Costs</b>			<b>\$21,974,425</b>	
<b>Hazardous Material Cost</b>				
Pre-Construction Survey		-	-	-
Plan and Monitoring		1	\$60,000	\$60,000
Abatement / Removal		1	\$240,000	\$240,000
<b>Pre-Design / Planning</b>				
Planning Fund Reimbursement		-	-	-
Programming		1	\$28,000	\$28,000
Geotechnical Investigation / Surveys		1	\$10,000	\$10,000

B U I L D I N G   C O S T   S U M M A R Y

Description	Explanation	Units	Unit Cost	Cost
<b>Design Costs</b>				
A/E Basic Services		1	\$1,318,466	\$1,318,466
A/V Design		1	\$60,000	\$60,000
Courtroom Consultant		1	\$100,000	\$100,000
Sound Consultant		1	\$25,000	\$25,000
Security Consultant		1	\$75,000	\$75,000
LEED Documentation		Yes	\$53,189	\$53,189
Property Acquisition		1	\$3,000,000	\$3,000,000
Furnishings, Fixtures and Equipment		79,850	\$13.50	\$1,140,980
FF&E Design Costs		1	\$67,074	\$67,074
Information Technology Costs	DTS request for VOIP service, voice and data switching	1	\$455,000	\$455,000
Utah Art		Yes		\$212,755
<b>Testing and Inspections</b>				
Building Code Inspection		1	\$95,740	\$95,740
Material Testing		1	\$95,740	\$95,740
Special Inspections				
Moving / Occupancy Cost		1	\$30,000	\$30,000
Commissioning		1	\$191,479	\$191,479
Energy Study		1	\$35,000	\$35,000
Previous Funding			\$3,250,000	



## Appendices

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- Appendix A Building Height Study
- Appendix B Ogden Zoning Summary
- Appendix C Alta Survey



## Appendix A - Height Study

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A height study was undertaken as a part of this program process to assess the feasibility of a 3 story, 4 story and 5 story building option. This study included a massing study of each of the three options to assess the functionality and potential costs of each of the options. In addition a number of prominent buildings in Ogden were modeled to assess the appropriateness of a taller building in the City. All of the studies and findings of this height study are presented below.

### FINDINGS:

The four story option was ruled out at the beginning of the study as it does not allow for efficient stacking of uses. It would require two circulation cores, with fewer usable areas on each level.

The three and five story options were further studied to assess the building floor area, skin and roof areas of each option to understand the financial implication of each option. The areas calculated from the preliminary massing models are as follows:

#### Three Story Option

	Floor Area	Exterior Wall Area	Roof Area
Level 1	30,630 SF	12,430 SF	4,930 SF
Level 2	25,700 SF	16,145 SF	1,880 SF
Level 3	28,190 SF	16,705 SF	28,190 SF
Totals	84,520 SF	49,810 SF	35,000 SF

#### Five Story Option

	Floor Area	Exterior Wall Area	Roof Area
Level 1	28,565 SF	11,665 SF	8,010 SF
Level 2	20,555 SF	12,915 SF	8,755 SF
Level 3	11,800 SF	9,320 SF	0 SF
Level 4	11,800 SF	9,320 SF	0 SF
Level 5	11,800 SF	9,320 SF	11,800 SF
Totals	84,520 SF	57,795 SF	28,565 SF



# Appendix B - Ogden City Zoning Summary

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## EXCERPTS FROM OGDEN CITY MUNICIPAL CODE

### 15-1-2 Sustainable Design

“Ogden city ...encouraging energy efficient patterns of development, the use of energy conservation solar and renewable energy sources, and assuring access to sunlight for solar energy devices, providing adequate light and air...”

### 15-3-1 Zones

Present Zone of Parcel = Manufacturing and Industrial – M-2, the downtown buffer zone (refer to Ogden Zoning 15-28) and within the airport overlay area (see 15-3-2 and 15-24).

### The parcel is planned to change from M-2 to CBD or MU.

Central business district – CBD located at east, south and west of project site

Mixed Use – MU located at north side of project site

### 15-12-3 Parking

Parking Ratio 1 stall/250 s.f. of building.

Typical Stall Size ≥ 153 s.f. (8.5’min. x 18’ min.) (15-12-8).

Compact Car Stall Size ≥ 128 s.f. per stall (at 90° parking). No more than 30% of a parking lot (containing over 20 stalls) may contain compact car stalls, and these must be clearly marked

Accessible stalls:

Total Parking Spaces In Lot Or Garage	Minimum Required Number of Accessible Spaces
1 - 25	1
26 - 50	2
51 - 75	3
76 - 100	4
101 - 150	5
151 - 200	6
201 - 300	7
301 - 400	8
401 - 500	9
501 - 1,000	2 percent of total spaces
Over 1,000	20 spaces plus 1 space for every 100 spaces, or fraction thereof, over 1,000

Accessible stall size: 1st stall to be ≥ 8’ wide with 8’ access aisle the 5’ wide access aisles for each additional stall.

Two adjacent spaces may share a common access aisle. (15-12-4C).

Every accessible parking space is required to have a sign (15-12-4D).

Accessible spaces and access aisles shall slope = 1”:48” maximum

Drive Aisles (15-12-8H.3) for lots with 90° stalls, with 8 ½’ wide stalls drive aisles = 25’ wide. For lots with 90° stalls, with 9’ wide stalls, drive aisles = 24’ wide. For angled parking sizes refer to Ogden Zoning 15-12-8.

#### Parking Area

Parking areas located less than 500' from building. No streets, alleys or ways can be used for the required parking spaces.

#### Drive aisles

Drive aisles are to be perpendicular to the destination use. The front yard setback area shall not be used for parking. Parking and access areas shall be paved. Curbs or bumper guards shall be used to protect persons using a sidewalk and adjoining property owners.

#### Parking lot landscaping (15-12-9B and C)

Whenever a fence abuts parking, bumper guards shall be required, set back a minimum of 2 ½' from the fence. Landscaping shall be protected from automobile overhang. Parking lots shall be buffered from public streets to a minimum of 70% of the length of the parking lot fronting the street, up to 36".

#### Parking lot interior landscaping

If less than (100) stalls landscape areas = 6% minimum. If (100) stalls or more landscape areas = 10% minimum. Parking areas shall have landscaped islands with raised curbs.

#### Landscaped islands

Landscaped islands are required: at the end of each row of stalls if the row exceeds (10) parking stalls; if a row of stalls has more than (20) stalls a landscaped island shall be placed between every (20) stalls in the row; to define parking lot entrances; where there are over (200) stalls; and to define the main interior circulation road pattern. When the parking area contains over (200) stalls a minimum 10' wide landscaped planting island perpendicular to the parking stalls shall be placed along every 4th row of parking. Trees shall be planted in the island at 40' O.C. and shall be a minimum 2' caliper size. Landscaped islands = minimum of 9' wide and the length of the adjacent parking stalls. A minimum of (1) deciduous tree shall be placed in each island in addition to the number of trees required on the remainder of the lot. The island surface must be planted in grass or shrubs up to 3'.

#### Walkways (15-12-10) required

These must be designated, paved, well-marked and connect customer parking to any space devoted for customer use with priority placed on pedestrian circulation. A walkway must be provided in the right of way of all public streets that the property abuts. Where the walkway crosses drive aisles or internal roadways the material and layout of the walkway shall be continuous as it crosses the driveway.

#### Vehicular Access

Driveway width = 24'-35'. (1) Access way to a public street per 100' or fraction thereof of street frontage. No more than (2) driveways per parcel fronting any collector or arterial street. For parking lots with (20) or more stalls driveways must be separated by at least 250'. In parcels with less than (20) parking spaces, driveways must be separated by at least 100'. Driveways must be set back 8' minimum to an adjacent interior property line, 80' minimum from the intersection of (2) arterial streets and 50' minimum from any other street classification intersection.

### REGULATIONS APPLICABLE TO ALL ZONES

15-13-5A. Mechanical or elevator penthouses etc. may be built above the height limit.

15-13-16 Landscaping requirements: landscaping shall not spill into the public right-of-way. All yard and setback areas shall be landscaped. The park strip shall be landscaped. Park strip shrubs shall have a maximum height of 2', trees shall have a minimum height for the lowest branch of 7', no evergreen tree shall be permitted within a park strip.

Public rights-of-way shall be landscaped via 1 of these 3 methods: grass w/ trees spaced at 40' O.C. max; ground covers, trees and shrubs (75% of all landscaped areas shall be covered w/ living material); rock ground cover with trees spaced 40' O.C. maximum. (no concrete surface shall be underneath the ground cover, rocks used must be 1.5-4").

All landscaping shall be serviced with underground sprinkling or irrigation systems.

Adopted Codes (16-2-2):

Building Code: IBC 2006

Energy Code: IECC 2006

Electrical Code: NEC 2008

Mechanical Code: IMC 2006

Plumbing Code: IPC 2006

Property Maintenance Code: IPMC 2006

Fire Code: IFC 2006

Existing Building code: IEBC 2006

#### AIRPORT BUFFER ZONE (CHAPTER 24)

Building Heights must not conflict with Ogden-Hinckley Airport operations. No building will be permitted to be taller than an imaginary surface extending outward and upward at 100:1 slope for a horizontal distance of 20,000' from the nearest point of the nearest runway. (15-24-10E)

#### DOWNTOWN BUFFER OVERLAY ZONE (CHAPTER 28)

Materials: The exterior surface may not be predominately metal (15-28-4A.1)

Minimum front yard setback = 10' (15-28-4B).

Landscaping: Public right-of-way to have 2" grass and street trees (15-28-4C.1). In addition, entire street frontage to have 10' minimum landscaping.

## COMMERCIAL BUSINESS DISTRICT (CHAPTER 34)

**Lot area:** no minimum (15-34-3).

**Setbacks:**

front and side facing street = 0'-10' for up to 50% of the lot frontage, provided that the remaining front setback be developed as a plaza equal in area to that defined by the 10' setback (lot width by 10').

side = none (10' if next to residential zone).

rear = none (10' if next to residential zone).

parking lot = 15'.

**Building Height:** no maximum.

Landscaping: Conform to the streetscape plan. Also, 10% of site must be landscaped, the majority of which shall be located along the street frontage and be visible to public view (15-34-3A.4).

## MIXED USE (CHAPTER 39)

(15-39-3A) "A mixed use development is required to have at least (3) different land use types with one type being residential and no one type of land use exceeding more than 60% of the use proposed for the project master plan."

MU does not state an institutional (courts) building may be built within the MU zone (15-39-8).

A master plan is required when requesting for a mixed use zone (15-39-5A).

**Guidelines** per Ogden Zoning Code 15-39-4

### 1. Site Design:

Setbacks: Buildings with ground level commercial uses should be located next to street property lines in order to create a street edge and give visual preference to pedestrian related access to the structures. Some variation for a portion of the building setback may be considered when outdoor spaces for the ground level use are developed such as outdoor dining or entrance features. Buildings with ground level residential use shall have a landscaped transition space from the street property line to the building which allows porches, stairways, or a common building entrance to create a transition area from the public sidewalk to the building. All other side and rear setbacks will be determined based on potential impacts of noise, service areas, objectionable views created by the types of uses and the design and the appropriate mitigation needed along the perimeter of the development to transition from the mixed use to the surrounding developments.

Compact Design: Buildings in a mixed use design need to be clustered so that they are easily accessible for pedestrians and to shared parking areas. Clustering occurs by having the buildings tightly grouped along the street frontage or pedestrian access.

Building Orientation: Buildings shall be designed so that the front of the buildings are oriented to the street. Development projects with deep parcel depths that have buildings going into the property away from main streets shall also have the buildings placed on either side of a central plaza or walkway with the buildings fronting that walkway or plaza. When space is limited it may be necessary to create a secondary entrance from the parking area to the building which faces the street.

Parking/Access/Service Areas: Parking lots shall be located in the central portions of the development and not along streets so that they can service a variety of buildings. Access to the parking areas should be directed to come from secondary streets when possible in order to create a continuity of buildings along the main street frontage. Surface parking lots shall be landscaped with islands which include trees to help unify the parking lot as a visual amenity to the development. The separation of pedestrian access from vehicular traffic is an important design consideration. Service areas for buildings should be away from pedestrian accesses and public streets. The use of alleys for service access should be encouraged.

**2. Parking Requirements:**

a. Downtown area: The parking requirements for the land uses shall be based on the requirements of section 15-12-3 of this title and these shall be considered as maximum parking requirements. Shared parking reductions according to section 15-12-7 of this title are encouraged with the exception of shared parking for residential dwelling units. A minimum of one stall per dwelling unit is required. The residential parking shall be designed into the dwelling unit if the design is townhomes or row houses. Multi-story apartments or condos are encouraged to design the parking into the building when possible. Nonresidential parking may also consider parking on the public street as meeting the development's parking requirement.

**3. Building Design:**

a. Multilevel mixed use buildings are encouraged to promote architectural quality in building design that a mixed use development needs. Visual interest is an important requirement in the building designs. Visual interest is created by, but not limited to, the following features:

(1) The building design has a visually distinct base, body and cap. These are generally achieved by means of the ground level being the base, the body being the middle portion of the building and the cap being the cornice.

(2) Upper story elements (balconies, windows, terraces) that overlook the street, plaza, and other pedestrian walkways.

(3) The perceived height and bulk of the building is relieved by variation in massing and articulation of facades to reduce the visual length of long walls. Variation of rooflines may also be used to reduce the apparent size of mixed use buildings and provide visual interest.

(4) Building heights vary in the development to create visual relief and the building height transitions from taller buildings to lower heights to achieve compatibility with adjacent properties when the adjacent properties have a one- or two-story maximum height limitation.

b. Quality of the development is related to the choice of exterior materials used in a mixed use project. Brick, atlas brick or stone should be the main exterior solid surface building materials. Simulated materials that provide a similar visual appearance may also be considered. Trims and accent materials may be stucco, architectural metals, wood or wood appearing materials.

c. Uses which are nonresidential at the ground level should have the primary frontages of the building that either face a street, plaza or pedestrian access way designed with a minimum of seventy percent (70%) in transparent glass to create storefront appearances and a transparency between the building and the pedestrian traffic.

d. All sides of the buildings shall receive equal design consideration when they are visible to the pedestrian access areas and the general street system or the building rises above other buildings and is visible from all sides.

#### **4. Open Space:**

Usable open space shall be provided within the mixed use development with the amount and type of open space depending upon size, scale, and nature of the development as determined by the planning commission. Approved open space may include, but is not limited to, commons, pocket parks, plazas, courtyards, landscape features, water fountains and features, greenbelts, and trail connections. The design shall encourage comfortable and safe pedestrian use, including landscaping, seating areas, and lighting as appropriate as well as connections to public access such as connections to trail systems, and water features. Unless otherwise specified through special agreement or understanding with the city, all open space areas shall be maintained by property owners or homeowner associations.

#### **5. Signage:**

Proper signage design in a mixed use development is important to the overall theme of the development and sign locations need to be part of the design of the project. Flat wall mounted signs and projecting signs designed at a pedestrian scale (between 8 to 12 feet above the sidewalk) placed on the storefronts are the typical sign method that will be considered as appropriate. Developments outside of the downtown area may be allowed one freestanding monument sign not to exceed eight feet (8') in height for each street frontage, provided the monument sign is constructed of the same materials as the adjacent buildings in the development and that the sign fits in context with the development.

#### **6. Application to Existing Buildings:**

a. When a mixed use zone is applied on property outside of a redevelopment district plan area the project master plan may include the use of all or portions of existing buildings provided there is also new construction on the site in connection with the existing building which create a compact mixed use development following the general development standards. Revisions to the exterior of the existing buildings to create an integrated mixed use development are required as part of the MU zoning consideration.

b. When the mixed use zoning is applied to a redevelopment district plan area the existing buildings may not be reused if they are deemed a blight by the redevelopment plan or if such reuse of the building hinders the attainment of the overall project master plan by noncompliance with the general development standards and the redevelopment plan.

# Appendix C Alta Survey

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