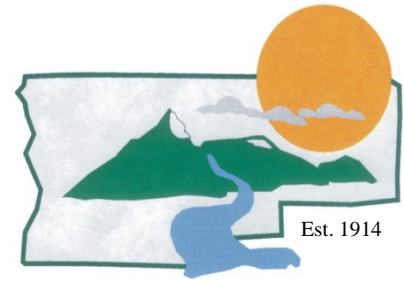


JEFFERSON COUNTY

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



February 14, 2014

Co-Chair Speaker Tina Kotek
Co-Chair Senator Fred Girod
Joint Subcommittee on Capital Construction

Dear Co-Chairs Kotek & Girod:

We are requesting your funding support for Jefferson County's application for Oregon Courthouse Capital Construction Improvement Funds (OCCCF). The application is for the replacement of our 1961 courthouse with a new three-story courthouse that will serve the needs of Oregon's 22nd Judicial District and residents of Jefferson County for the next fifty years.

During the 2013 Legislative Session the OCCCF was created to fund up to 50% of courthouse replacements that have significant defects (Section 64, Chapter 723, Oregon Laws 2013, Sections 8 and 9, Chapter 705, Oregon Laws 2013). Jefferson County's courthouse has significant structural defects that present actual threats to human health and safety. Attempting to repair these defects and remodeling this building to add the safety, security, and ADA facilities of a modern courthouse is not cost effective. The current courthouse is located in the middle of the Willow Creek FEMA designated floodway. This floodway designation all but prohibits expansion of the footprint of the building. The new courthouse's preliminary layout includes space for the co-location of another state public office.

Jefferson County owns the property for the new courthouse and is prepared to use a mixture of cash and Full Faith and Credit Obligation Bonds to meet our match requirements. We are committed to the timeline included in the application and look forward to working with your office, the Oregon Judicial Department, and the Department of Administrative Services on this important project.

Sincerely,

Mike Ahern, Chairman
Jefferson County

Daniel J. Ahern, Presiding Judge
22nd Judicial District

Steven Leriche, District Attorney
Jefferson County

Wayne Fording, Commissioner
Jefferson County

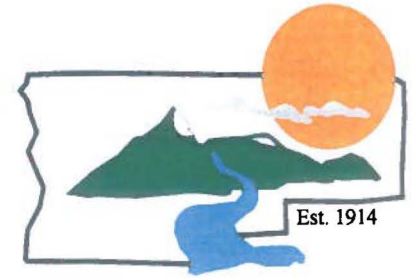
Gary L. Williams, Judge
22nd Judicial District

Jim Adkins, Sheriff
Jefferson County

John Hatfield, Commissioner
Jefferson County

Annette Hillman, Judge
22nd Judicial District

JEFFERSON COUNTY BOARD OF COMMISSIONERS



66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454

January 22, 2014

The Honorable Thomas A. Balmer
Chief Justice
Oregon Supreme Court
1163 State Street
Salem, OR 97301-2563

Dear Chief Justice Balmer:

Enclosed is Jefferson County's application for Oregon Courthouse Capital Construction Improvement Fund (OCCCIF). The application is for the replacement of our 1961 courthouse with a new three-story courthouse that will serve the needs of Oregon's 22nd Judicial District and residents of Jefferson County for the next fifty years.

Our current courthouse has significant structural defects that are outlined in the application that present actual threats to human health and safety. Attempting to repair these defects and remodel this building to add the safety, security, and ADA facilities of a modern courthouse is not cost effective. The current courthouse is located in the middle of the Willow Creek FEMA designated floodway. This floodway designation all but prohibits expansion of the footprint of the building. The buildings preliminary layout includes space for the co-location of another state public office.

Jefferson County owns the property for the new courthouse and is prepared to use a mixture of cash and Full Faith and Credit Obligation Bonds to meet our match requirements. We are committed to the timeline included in the application and look forward to working with your office and Department of Administrative Services on this important project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Ahern", is written over a horizontal line.

Mike Ahern, Commission Chair

A handwritten signature in blue ink, appearing to read "John Hatfield", is written over a horizontal line.

John Hatfield, Commissioner

A handwritten signature in blue ink, appearing to read "Wayne Fording", is written over a horizontal line.

Wayne Fording, Commissioner

CC: Senator Ted Ferrioli
Representative John Huffman
David Moon, Oregon Judicial Department

Jefferson County Replacement Courthouse
Courthouse Capital Construction & Improvement Fund
OJD Application



Jefferson County Replacement Courthouse
Courthouse Capital Construction & Improvement Fund
OJD Application
January 22, 2014

Section I: Executive Summary

This section should summarize the main points of each section of the application. It should concisely state the following information:

- **The problem with the current courthouse facility.** *The current courthouse was built in 1961 (approximately 20,000 square feet) with three floors (including a basement)(see Attachment “A” for pictures of current courthouse). The state court currently uses space on two of the floors, utilizing approximately 8,400 square feet. The current layout of the state court space includes two courtrooms, but only one of the courtrooms is sized sufficiently for a jury trial. The courthouse has undergone two shoring/remodels (1984 and 2002) in attempts to fix structural deficiencies. In 2008, Walker Structural Engineering, LLC identified “severely insufficient” structural conditions of the building to withstand a seismic event (Attachment “B”). Particularly, the bracing of the concrete walls to the roof trusses are inadequately spaced and are “minimally connected at the top and bottom.” The current courthouse is located entirely inside the Willow Creek floodway (Attachment “C”), which would prohibit expansion of the building footprint. The building layout, particularly the location of the elevator, ADA ramp, and main staircase make it cost prohibitive to remodel the current courthouse to add/remodel: 1) a weapons screening area, 2) expansion of the second courtroom to allow for jury trials (including a second jury deliberation room), 3) separate hallways to prohibit the public from coming into contact with in-custody defendants/witnesses and court staff, 4) separate elevator for in-custody inmates, and 5) separate (non-public) court employee/judicial restrooms. Attempting to retrofit the structural deficiencies AND remodel the floor layout for potentially a 5-10 year timeframe would be a poor investment of tax dollars. Floodway regulations forbid adding additional space for the next expansion/need (10-30 year timeframe).*
- **How the proposed project meets the determinations the Chief must make.** *Jefferson County is proposing a new 35,000 square foot building (Attachment “D”) as a replacement structure on property currently owned by the county. This property is not located in a floodway or floodplain (see Attachment “E”). The current courthouse has structural defects that present actual threats to health and safety. Any attempts to shore-up these defects would require extensive remodeling (temporary courtrooms*

would be necessary) and the end result would be an inadequately sized and poorly functioning (layout) in the middle of a floodway. Attempting to retrofit the structural deficiencies AND remodel the floor layout for potentially a 5-10 year timeframe would be a poor investment of tax dollars. Floodway regulations forbid adding additional space for the next expansion/need (10-30 year timeframe). The new courthouse allocates space for the District Attorney's office thereby satisfying the requirement of co-location with other state public offices.

- **Timing and readiness of the project.** Jefferson County has completed a space needs plan for the new courthouse. The county currently owns the property and financially participated with the City of Madras to jointly construct an entrance (driveway) and storm water facilities for the new courthouse when the city built a new City Hall in 2012. Attached (Attachment "D") is the preliminary floor layout of the new courthouse. By the end of FY 14-15 the county will have \$2.7 million in cash available for its share of the building and is prepared to issue Full Faith and Credit Obligation Bonds for the remaining amount. The use of Full Faith and Credit Obligation Bonds does not require voter approval.
- **Explanation of the funding available and the status of the funding (e.g., the county is planning a bond levy for the next election or the county has money in a capital fund earmarked for the courthouse).** – To meet the funding obligations Jefferson County will use a mixture of cash (\$2.7 million in the Capital Improvement Fund) and issue Full Faith and Credit Obligation Bonds. This will not require a public vote, since the County will be obligating existing revenue to make the bond payments. The expected bond payment is within the range the County has been annually setting aside for the project. The County currently owns the building site.

Section II: Current System Profile

This section should have a detailed explanation of the current courthouse. Below are some examples of the detailed information that is needed in this section:

- **Number of courtrooms** - The current facility has two courtrooms. Only one of those courtrooms is a jury courtroom with a jury deliberation room attached. The other courtroom is a small non-jury courtroom.
- **Number of judges** - Three
- **Number of staff** – The Jefferson County Circuit Court currently employs fourteen staff including the court administrator. As funds and space become available additional temporary workers are hired to scan hard copies of pre-Odyssey court records into the Odyssey electronic court case management system. Additionally, we have seven

volunteers that mediate small claims and landlord tenant cases. Our mediation program has been in place since February 1997 and is very successful.

- **Technologies currently available (e.g. video conferencing) and eCourt go-live date.**

Video Conferencing

Both courtrooms have an IP based video system. We use the video systems for all in-custody arraignments, some pleas, and juvenile detention matters. Also when necessary, the judges hear matters in Crook County, which is part of the same judicial district. One example of this would be a judge in Jefferson County might appear via video to Crook County to hear a last-minute conflict emergency matter. Another example would be one judge covering both counties due to an unplanned absence of a judge (e.g., illness, a family emergency, etc.). We use the video system to allow witnesses to appear before the court and juries, for post-conviction hearings with the Judge appearing in Salem and the petitioner appearing from a prison facility. The video tools have, on occasion, eliminated the need to set trials over to another day and saved expert witness fees.

Oregon eCourt

Jefferson County Circuit Court is fully on board with all components of the Oregon eCourt which are currently available to the Oregon Judicial Department. This includes the Odyssey case management system, File & Serve, ePay, and eCitations. Uniform criminal judgments are produced in the courtroom on felonies and misdemeanors. Violations judgments are routed to the judge's queues and signed electronically. Additionally, all judges are trained to access and research West Law via the internet.

- **Information regarding other offices housed in the courthouse, including number of staff.** In addition to the state court staff, the current facility houses: District Attorney's Office (includes Victims Assistance) with 12.0 FTEs, Jefferson County Juvenile Community Justice Department with 6.4 FTEs, Jefferson County Adult Community Corrections Department with 6.6 FTEs, Oregon Youth Authority with 1.0 FTE, and Jefferson County Human Resources with 1.0 FTE. The new Courthouse would only include the District Attorney's Office with approximately 5,000 square feet of office space. In November 2013, the county purchased a 9,000 square foot office building ("Goodson" building) that is adjacent to the property the county will be building the new courthouse (see Attachment "E" for a map). The Goodson building will be the location for the Adult and Juvenile probation offices as well as the Oregon Youth Authority personnel. The Human Resources' functions will move into the Administration Annex building.

Section III: Current Courthouse Facility Assessment

This section must contain a detailed analysis of the physical condition of the current courthouse. Below are some examples of the information that is needed in this section:

- **Year built – 1961**
- **What the building was originally designed for and briefly summarize the date and nature of major re-models, renovations, repairs.** - *The County’s population in 1960 (US Census) was 7,130. The 1961 courthouse originally held all county offices (except Public Works), including the County Assessor, County Clerk, Commissioners (County Court), Community Development Department, County Public Health, County Sheriff (including the jail), County Treasurer, and Circuit Court. In 1984, the elevator shaft was added and an attempt to shore up sagging floors was completed. In 2002, the basement was remodeled to add office space in conjunction with some additional bracing for sagging floors.*
- **Court facility occupancy listed by floor (e.g. Basement: District Attorney Office and Jury Assembly Room)**

Floor	Department	Sq. Ft.
2nd	State Court	6,025
2nd	State Court Archive	528
1st	District Attorney	2,632
1st	Human Resources	221
1st	Community Justice - Juvenile	1,602
1st	District Attorney - Archive	558
Basement	Community Justice - Adult	2,970
Basement	County Admin Archive	880
Basement	State Court / In-Custody holding cells	594
All Floors	Common Area	3,422

- **Functionality assessment (building’s suitability to function as a courthouse).** *The current courthouse has “severely insufficient” structural integrity that poses an actual threat to human health and safety (see Attachment “B”) that would require expensive retrofitting. This type of retrofitting would require a lengthy remodel that would require the use of temporary courtrooms. Without changing the building layout of the 2nd floor the current courthouse is not suitable to function as a modern courthouse. The county currently needs at least three jury courtrooms that would include functional jury deliberation rooms. The current courthouse footprint/layout prohibits a weapons*

screening area to the existing footprint (see above regarding floodway prohibition against expanding building footprint) without cost prohibitive remodeling that would either require relocation of the elevator shaft or relocation of the main stairwell to make room for a weapons screening area adjacent to a reconfigured main entrance. Attempting to retrofit the structural deficiencies AND remodel the floor layout for a 5-10 year timeframe would be a bad investment of tax dollars. Floodway regulations forbid adding additional space for the next expansion/need (10-30 year timeframe).

- **Discussion of structural defects, including seismic defects, that present actual or potential threats to human health and safety.** See Attachment "B" – Letter from Walker Structural Engineering, LLC (2008).
- **Building image and space adequacy.** In addition to the security and ADA deficiencies, which are outlined below, 1) There are no attorney/client conference rooms. 2) There are no areas for self-represented litigants or drug court participants to meet privately with court staff that manage their cases and assist them. They must meet in the hall to discuss their confidential and personal matters. 3) Space for mediation of landlord/tenant and small claims is limited; hence if a jury trial is in session we are unable to conduct more than one mediation at a time, even if we have an additional mediator available. Instead the litigants must wait in the hall until the previous mediation is concluded, which may take an hour or two. 4) The court's phone system is currently stored in a janitors' closet. Recently water leaked all over our phone system which caused extensive damage to the new \$30k system. This incident could have also burned the building down as wires were sparking all over the place due to water pouring into the system from the ceiling above it (also a janitors' closet). 5) Court staff routinely wear their coats while working and have space heaters under their desks in order to keep warm due to the antiquated heating/cooling system and drafty single-paned windows. 6) The court's computer rack is currently in an area where staff are working instead of being stored in a climate controlled room. It is loud and the AC must be on high at all times to keep the computer servers from overheating. This results in court staff in this area having to work in frigid temperatures and to not use space heaters. 7) The current courthouse does not have a jury assembly room. Jurors must assemble in the courtrooms prior to trial. As a result, the judges can't have anything else scheduled on their docket like a sentencing, PV hearing, or motion hearing prior to trial. Additionally, assembling in the courtroom is not in the best interest of the jurors. Obviously we do not have restrooms in the courtroom for the jurors, dedicated workstations to connect to the internet to conduct work while waiting, etc. 8) Since the building is in a floodway the basement has flooded several times. As a result, the court can't store anything on the bottom two shelves in the basement archives, or it will be ruined during the next flood.

- **Accessibility for disabled individuals.** *The 1961 Courthouse has one ADA accessible entrance. The first floor entrance is approximately 5 feet above grade and has a ramp. The ADA accessible restrooms are located in the public areas on the second floor and basement. Neither courtroom has ADA accessible witness stands, jury boxes, or public seating (space for wheelchairs). The sole jury deliberation room does not have an ADA accessible restroom. If a juror needs to use an ADA accessible restroom, they must use the one in the public hallway.*
- **Security and whether or not the Chief Justice’s standards for courthouse security are currently met.** *Court security and transport of prisoners is a serious concern. Specifically, there are 1) multiple entrances, 2) co-mingled circulation paths of the public, prisoners, and employees/judges, 3) judges sharing restrooms with defendants, witnesses, jurors, the public, etc., and 4) witnesses and victims sharing waiting areas (the hallway) with defendants or family members of defendants. These issues are a direct result of inadequate space and poor design. They compromise the safety of the public, victims, witnesses, litigants, staff, corrections officers, jurors, criminal defendants, and judges.*

The 1961 Courthouse has two public entrances and one entrance through an open-air sally port for in-custody defendants/witnesses. Neither public entrance has adequate space to install a security checkpoint. Only one entrance is ADA accessible. The ADA accessible entrance is immediately adjacent to the building’s only elevator. This entrance continues past the elevator to a stairway to the second floor in an eight foot wide hallway that leads into the mid-point of the main hallway of the Courthouse.

In high profile cases, the County Sheriff’s office will conduct weapons screening, but only at the entrance to the large courtroom. In-custody defendants/witnesses are brought into the building through an open-air sally port and must be walked down a staircase to enter the basement level. In-custody defendants/witnesses must then be brought up to the 2nd floor through a public elevator and escorted through the public hallway to the large courtroom.

If a jury is using the sole jury deliberation room, court staff and judges must enter the public hallway and use the public restrooms co-mingling with the litigants, victims, family members of victims, witness, and defendants, etc. The District Attorney’s office does not have staff restrooms and must enter the public hallway to use the public restrooms. In-custody defendants/witnesses that must use a restroom must be escorted through the public hallway to the public elevator to the basement to a more secure restroom.

Section IV: Court System Growth Analysis

This section of the application should present growth projections in terms of population and court caseloads. Below are some examples of the information that should be presented:

- **Historical and projected population data for the county.** *The current population of Jefferson County is 22,040 (PSU 2013). Over the past 33 years (since 1980), Jefferson County has grown 88.5%. As a percentage, Jefferson County was the 3rd fastest growing county in this time period. Over the next 37 years, the Oregon Office of Economic Analysis (DAS) forecasts (2013) that in 2050 Jefferson County's population will increase by 43.4%. (Attachment "F")*
- **Historical and projected caseload data & Overview of filing for major case types.** *Attached (Attachment "G") is a summary report of the cases filed to date in 2013 (as of December 1, 2013) for Jefferson County. The summary includes a comparison of the filings for the same period of time in 2012. The report reflects that the number of cases filed in civil and criminal cases has increased minimally, .8% and .1% respectively, probate/mental health filings have decreased 24.7%, and family law cases have increased by 33.2%. However, since Jefferson County Circuit court is now on the Odyssey case management system, which categorizes cases differently than OJIN, the best gauge of filings is the **total** number of cases filed. (e.g., Odyssey includes juvenile dependency cases in the family category and juvenile delinquency cases in the criminal category.) Given that information, total case filings in Jefferson County for the past five years are: **2012**–4,933¹; **2011** -5,590; **2010**-5,663; **2009**-6,470; and **2008**-7,519. ² It should be noted that although filings seem to be flat or decreasing, they tend to fluctuate depending on several factors such as the economy. When the economy is on the upswing, which it currently is, there are more law enforcement officers employed and hence more offenses filed from violations to felonies. Additionally, most case types are becoming increasingly complex due to new and revised State and Federal laws. Complex cases require more time to process for both judges and staff.*
- **Staffing projections.** *During the great recession the 22nd judicial district lost over 20% of its' staff due to budget reductions. This included the loss of positions and services that are critical to the citizens of Jefferson County. The court is now closed to the public from 4:00-5:00 p.m. each day so that remaining staff can use that time to devote to desk work, (i.e., data entry, filling copy requests, responding to e-mail requests for information, scheduling cases, preparing juror pools for trial, etc.). State court offices*

¹ 2012 Statistics - Odyssey Case Manager Reporting Center, Case Filing Statistics Report

² 2008-2011 Statistics - Office of the State Court Administrator, http://cms-courts.oregon.egov.com/OJD/docs/osca/2011_stats_table_1.pdf

are also closed from 12:00-1:00 p.m. each day because the court does not have enough staff to cover the courtrooms, phones, and counters from 11:00 a.m. – 2:00 p.m. to allow for rotating lunch hours. The court no longer has staff that can dedicate time to assisting self-represented litigants one-on-one. Nor do they have staff to verify indigence of criminal defendants. Additionally, copy requests may take up to 20 days to process due to the backlog. The court needs to regain these positions in order to best serve the public and provide them the access to court services that they need. Temporary workers are also needed to scan back files into the Odyssey system. As such, the court plans to prioritize their deficiencies and to submit policy option packages to restore court services. Currently the economy is on the upswing, if that trend continues, filings will increase and the need for more staff to process the additional cases will also increase. To plan for this the court has projected court staffing needs and space needs for 20 years. We anticipate that by that time the district will need a fourth judge and the staff to support the judge. We do not anticipate that the court would need the fourth judge for another 10 years, unless Deer Ridge Correctional Facility opens its' medium risk facility, which is currently mothballed, sooner than anticipated.

Section V: Facility Requirements

This section of the report should provide a summary of the projected departmental space requirements for each office to be included in the proposed new court facility.

- Space planning considerations
 - **Details of the proposed building occupants by area of the building.** *The proposed Courthouse is preliminarily sized at 35,000 square feet. The District Attorney's Office will utilize 5,000 square feet. The remaining 30,000 square feet will be under the control of the Circuit Court (office space, judicial offices, conference/mediation space, IT network, building maintenance, security screening, in-custody holding cells, and document storage)(see attachment "D" for preliminary building layout).*
 - **Where will state and county programs be housed?** *The building will be designed for expansion to the south. For immediate needs, the Circuit Court space will be on all three floors. The court records office, accounting, and technical support will be on the first floor. Two courtrooms will be located on the second floor and two courtrooms will be located on the third floor, for a total of four courtrooms. The District Attorney space is located on the first floor. The fourth courtroom, judges' area, and deliberation room will be used for archived file storage, jury assembly, and court programs/administration until a fourth*

judges is appointed in the district. Once a fourth judge is appointed (this is not anticipated to occur for at least 10 years at minimum), the proposed courthouse design anticipates expansion to the south. The District Attorney's office could then relocate to the newly expanded area and Court Administration, Court Programs, jury deliberation and any remaining archival file storage will move into the area that the DA would vacate. During this expansion the county could move the adult probation and juvenile justice staff from the "Goodson" building (see Section II, 5th bullet) into the new expansion if needed.

- **What collocation arrangements are proposed?** *Jefferson County is willing to enter into discussions on the specific requirements for collocation agreements. Jefferson County currently rents space to three state agencies: Oregon Youth Authority, Department of Motor Vehicles, and Oregon State University (two different locations).*
- **Charts that show the measurements for each office (space requirement estimates)** – See Attachment "H".
- **Exception(s) to the determinations the Chief Justice must make (description of the determination and justification for not meeting it).** *Jefferson County has not identified any exceptions needed.*

Section VI: E Master Plan Implementation Analysis

This section should explain the court facility planning concepts and goals as well as the site options and cost estimates to be considered. Below are some examples.

- **The goals that the new court facility will address and how it will meet the goal (e.g. maintain flexibility to address both short term and long term space needs, equip all rooms with advanced technology in order to provide expedient and efficient services).** *The new courthouse will address the health, safety, ADA, security, and public access issues that are outlined previously in this document. It will provide a safe and secure environment for access to justice. There will be sufficient secure space for litigants, staff, judges, jurors, attorneys, interpreters, mediators, law enforcement, and the public. OJD's technological standards will be incorporated in the facility which will ensure that 1) an accurate audio record is made when needed, 2) that video hearings can be facilitated throughout the building for court hearings and OJD meetings, and 3) that our servers, phone systems, and other technological equipment can be housed in climate controlled secure locations. Space will be available for jurors and judges so that court calendars can be scheduled as needed versus being constrained by space availability.*
- **Site options and summary of implementation feasibility.** *The county currently owns the property and financially participated with the City of Madras to jointly construct an*

entrance (driveway) and storm water facilities for the new courthouse when the city built a new City Hall in 2012. It is properly zoned for the courthouse. Jefferson County is currently in the process of seeking a building height variance from the City of Madras. The City has recently given a variance for a performing arts building (school district) of a similar size. The County has completed a preliminary space and floor plan design (see attachments "D" and "H").

- **Cost estimates, including revenue streams (funding source and current status, how much will be raised, cash or in-kind).** The project estimate for the 35,000 square foot courthouse is \$12,895,000 (2015). The revenue stream is proposed to be \$5,526,550 (42.9%) from the State of Oregon and \$7,368,732 (57.1%) from Jefferson County. The County's current plan is to use \$2,000,000 in cash and bond the remaining \$5,368,732 using **Full Faith and Credit Obligation Bonds**. The County's payment obligation for the bonds (30 years @ 5.5% interest) would be approximately \$369,400 per year and would use existing county revenue streams to make the bond payments (see Attachment "I" for funding worksheet).
- **Fund matching method (75% or 50%) and co-location plans, including status of formal or informal agreements with state and/or other agencies who will occupy the new courthouse** – Jefferson County is proposing a 50% match for all space to be occupied by the court or space that directly benefits the court. The proposed Courthouse has 5,000 square feet that is available for a state public office on the first floor. The state public office that would be housed in this space is the District Attorney's office.
- **Timeline goals.**
 - Preliminary OJD approval - February 2014.
 - Legislative Funding approval - April/May 2014.
 - County proceeds with full building design April/May 2014.
 - Lease/IGA with DAS and Jefferson County - August/September 2014.
 - County proceeds with Full Faith and Credit Obligation Bonds process - October/November 2014.
 - County sells Full Faith and Credit Obligation Bonds - December 2014.
 - County transfers Full Faith and Credit Obligation Bonds proceeds (match funds) to the State - January/February 2015.
 - State sells bonds – March 2015.
 - Bidding/Contracting - April 2015.
 - Construction begins - May/June 2015.
 - Occupancy - September 2016.

Attachment List

Attachment A	1961 Courthouse Pictures
Attachment B	Walker Structural Engineering Letter (2008)
Attachment C	FEMA Floodway/Floodplain Map
Attachment D	New Courthouse Floor Layout
Attachment E	Map of 1961 Courthouse & NEW Courthouse
Attachment F	Oregon Office of Economic Analysis population forecast (2013)
Attachment G	Court Case Summary
Attachment H	Office Space Measurements
Attachment I	Funding Summary

Attachment "A" - 1961 Courthouse



Attachment "A" - 1961 Courthouse



Attachment "A" - 1961 Courthouse



Attachment "A" - 1961 Courthouse



Attachment "A" - 1961 Courthouse



2863 NW Crossing Drive
Suite 201
Bend, Oregon 97701

October 15, 2008

Mrs. Leslie Hara Shick
HSR Master Planning, Architecture and Interiors
838 NW Bond St. Suite B
Bend, OR 97701

Re: Jefferson County Courthouse Structural Investigation

Introduction and Scope

On Thursday September 11, 2008 Walker Structural Engineering LLC conducted a walk through of the existing Jefferson County Courthouse located at 75 SE C Street in Madras, Oregon. The purpose of the walk through was to review the general condition of the existing structure. We are in receipt of the original construction documents dated August 18, 1960 and have reviewed structural documents from shoring/remodels completed in 1984 and 2002. This report is based on visual observations from our walk through and information provided in the original construction documents as well as those from the remodel documents.

General Description and Observations

The existing building structure totals approximately 20,000-sf with two stories and 13,000-sf above grade and a one story below grade basement of approximately 7000-sf. The basement is constructed with a combination of 8" and 12" perimeter retaining walls supported on continuous spread footings. The perimeter exterior two-story walls are 8" thick cast in place concrete with various openings for doors and windows. One curtain of steel at the center of the walls has been provided along with additional bars above and below all openings. The first and second floor systems consist of a one-way concrete slab and beam system spanning between concrete columns where the depths and reinforcement of the structural members vary depending on span distances. The roof construction consists of steel open web trusses at 8'-0" on center with 3 inch-20 gage steel roof deck spanning between trusses. Steel pipe columns supporting a beam line over the courthouse portion of the facility post down to the concrete beam system at the second floor. Additionally, several lines of steel angle "bridging" bracing the bottom chords of the trusses to the exterior walls for wind uplift have been installed.

Because concrete floor and roof systems "creep", defined as the continued settlement over time due to self weight, a steel shoring system was designed and constructed in 1984 to level the existing floor systems. The floors were jacked to level, steel columns and wide flange beams were placed at various points and connected to the existing concrete columns, and then the temporary shoring was removed. These steel wide flange shoring members were visible in our walk through. If this type of

office 541-330-6869
fax 541-330-2656
email jwalker@walkerse.com
website www.walkerse.com

facility was constructed today, modern construction techniques include cambering concrete members to avoid the costly requirement for shoring after the settlement or "creep" occurs. Further, additional shoring support points revise tension zone regions in concrete members where reinforcement is typically designed to distribute the tensile forces. More will be discussed on this in the conclusions section below.

The lateral force resisting system for the structure, which resists horizontal wind and seismic forces, utilizes the reinforced concrete exterior walls and reinforced interior concrete walls at the two stairwells from the basement to the second floor. Additionally, the area of reinforcing per square foot meets the minimum requirement of the current code for concrete shear wall systems.

The remodel in 2002 appeared to be primarily for access in the basement and was fairly minor structurally. Several steel structural elements were added to allow larger openings in various areas and the design does not appear to be for shoring existing structural elements.

Evaluation and Conclusions

The building appears to be in good shape for a concrete structure built in its time. There are minimal cracks in the exterior walls and at corners of openings which would indicate limited settlement of the structure and the concrete walls themselves meet the current minimum reinforcement requirements as mentioned above. Additionally, the design loads listed on the General Notes sheet (S1) of the original construction documents specify live loading current with the design requirements of the 2007 Oregon Structural Specialty Code (OSSC). However, there are several points of concern including the requirements for lateral design and detailing have changed significantly from 1960 and the new support points for the floor systems because of the shoring installation.

Much was learned about the behavior of concrete and masonry buildings in the Northridge earthquake which occurred in 1994 in California. Because of the heavy mass of the exterior concrete walls, large out-of-plane inertia forces (inward/outward from the building) are generated during seismic events which cause a wall to pull away from the main building support structure of the floors and roof. The concrete slab to wall connections at the first and second floor appear adequately connected with reinforcing "dowels" tightly spaced but the connections at the roof level are spaced 8 to 10 feet apart and are severely insufficient per current code requirements. For example, the bridging discussed above bracing the upper concrete walls which parallel the roof trusses is spaced over 10 feet on center and is minimally connected at the top and bottom. Further, no additional reinforcing around the anchorage points is specified. If a large seismic event was to occur, the inertial forces generated by the wall would likely cause a failure of the connection at the wall and jeopardize the integrity of the wall itself as it would be unsupported at the top.

Lastly, as mentioned above the placement of shoring supports in an existing concrete structure changes the tension zone regions. The concrete beam schedules shown on the original drawings

2863 NW Crossing Drive
Suite 201
Bend, Oregon 97701

show continuous reinforcement at both the top and bottom of the members and therefore these members are likely sufficiently reinforced for the new support points. The concrete one-way slabs do not contain top reinforcement and therefore cracks may develop in the top of the slab directly above the new support points. Cracking was not observed during our walk through because of floor coverings but we would recommend a few areas be exposed the check for the above mentioned. If large cracks are observed please contact our office for further analysis.

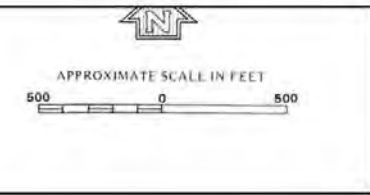
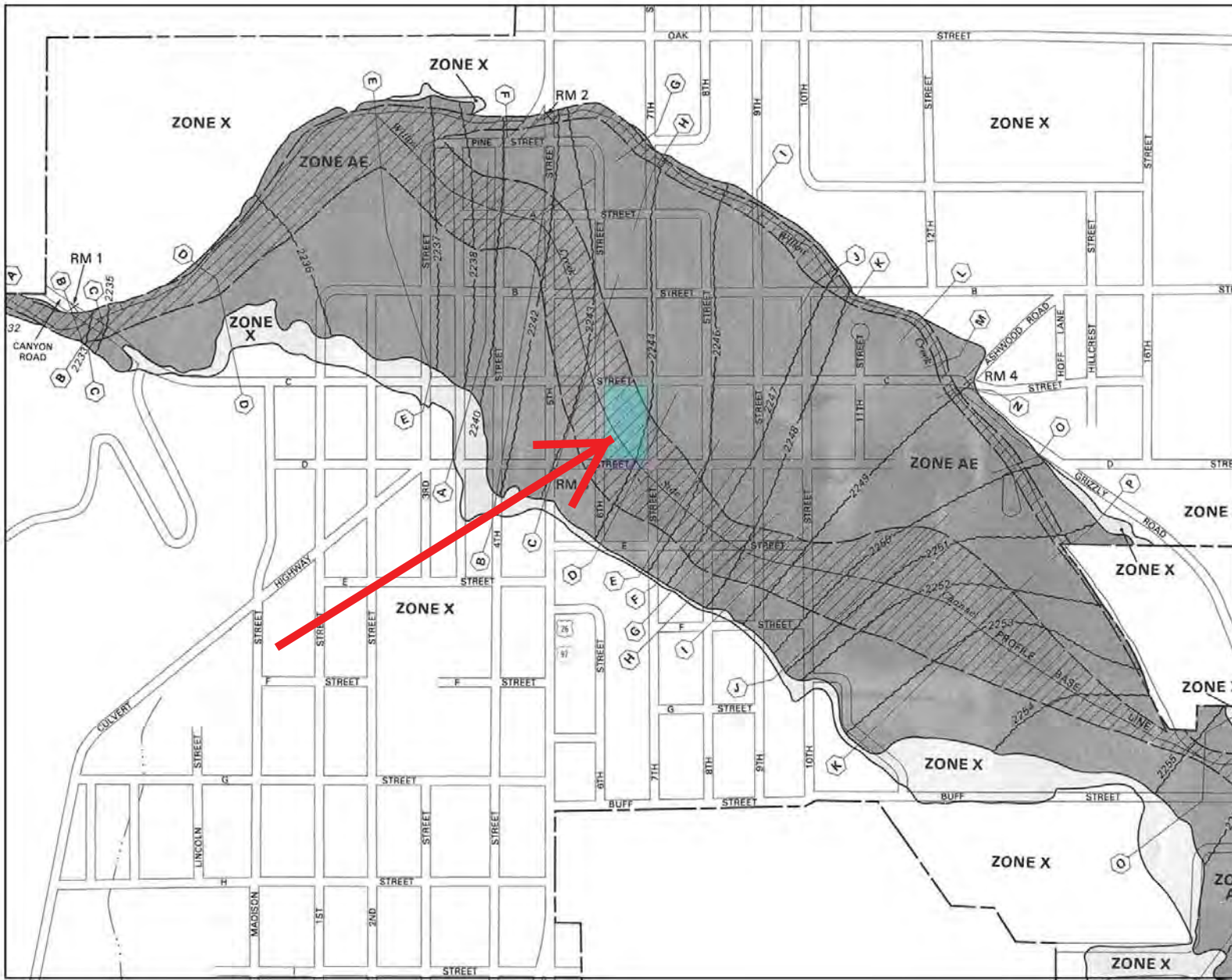
Observations, conclusions, and recommendations contained in this report are based on our best engineering judgment. Concealed problems with the construction of the structure or general structural deficiencies may exist and cannot be revealed through our review. Walker Structural Engineering LLC can in no way warrant or guarantee the condition of the existing construction of the building.

This concludes this report on our cursory review of this structure. Please feel free to contact our office if you have any questions concerning this report of our findings. Thank you for allowing us to assist you with this project.

Yours truly,

Jon L. Walker, S.E., P.E.
Principal
Walker Structural Engineering, LLC

Attachment "C" - FEMA Floodway/Floodplain Map



NATIONAL FLOOD INSURANCE PROGRAM


FIRM
FLOOD INSURANCE RATE MAP

CITY OF
MADRAS,
OREGON
JEFFERSON COUNTY

ONLY PANEL PRINTED

COMMUNITY-PANEL NUMBER
410103 0001C

EFFECTIVE DATE:
JULY 17, 1989

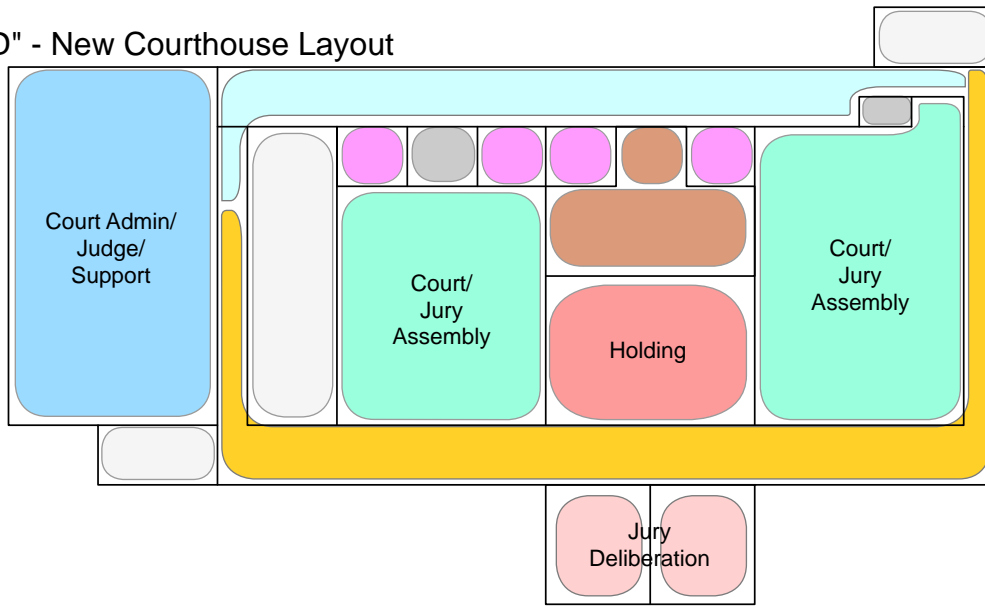


Federal Emergency Management Agency

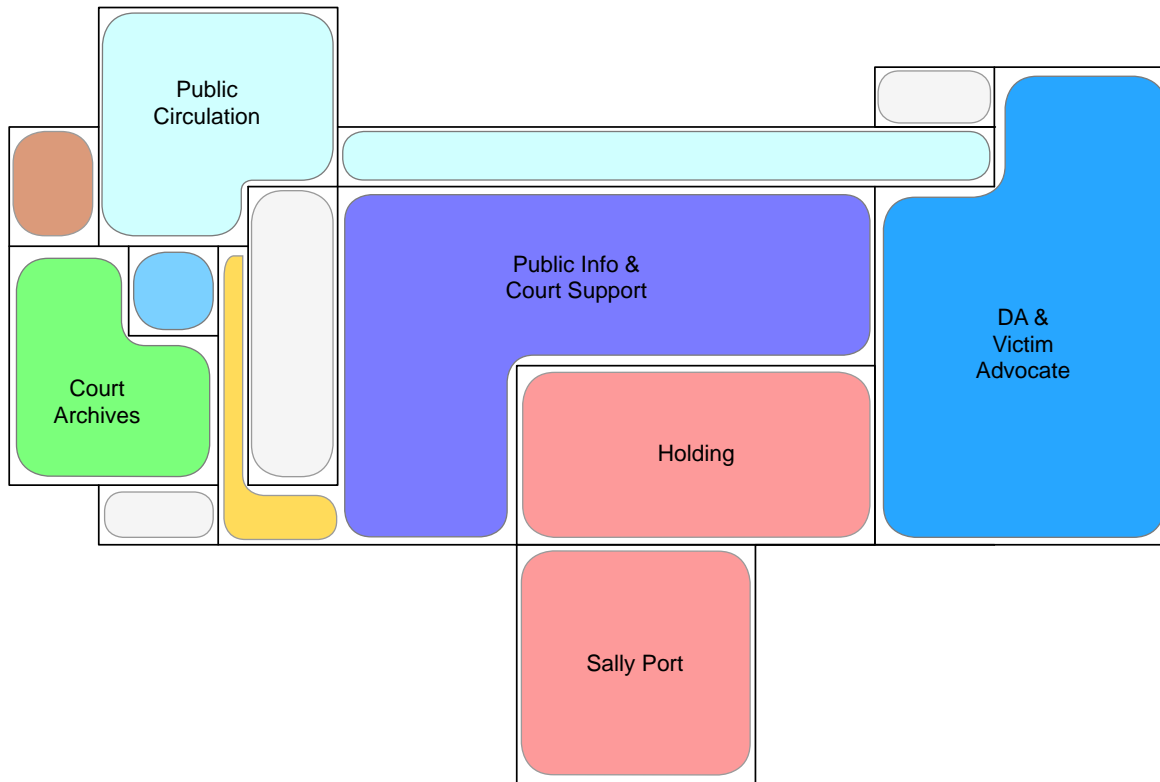
This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov

Attachment "D" - New Courthouse Layout

Courthouse -- 2nd & 3rd Floor
SCALE -- 1:50 (+/-)



Courthouse -- 1st Floor
SCALE -- 1:50 (+/-)



Program Legend:

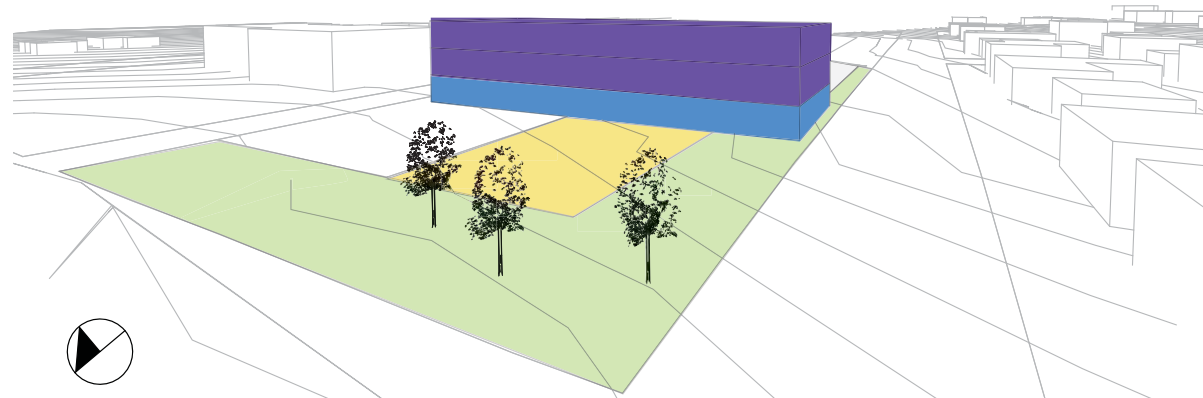
- Staff Circulation
- Public Circulation
- Attorney/Client Conf.
- Sound Vestibule
- Vertical Circulation
- Court Admin/Judge/Support
- Jury Deliberation
- Public Toilets
- Holding/IT/Mechanical
- Courtroom/Jury Assembly
- Court Archives
- Public Info & Support
- DA & Victim Advocate



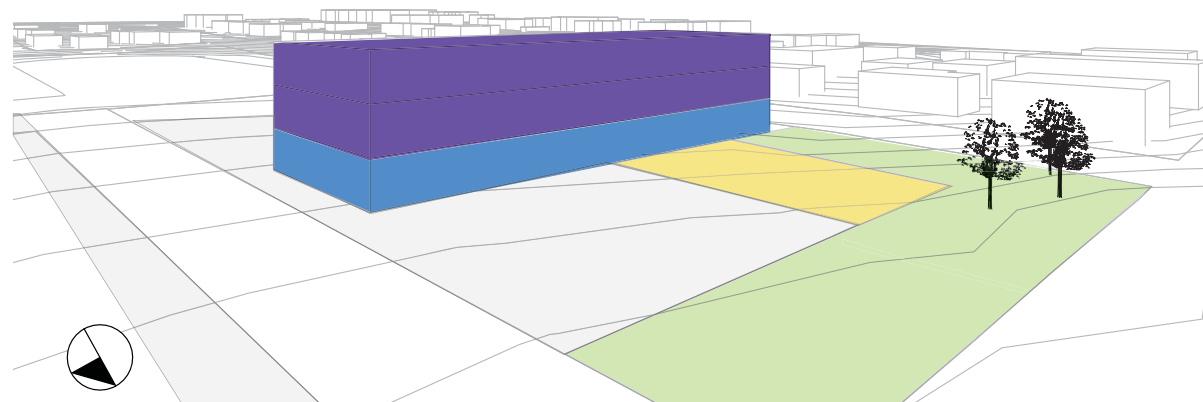
Attachment "D" - New Courthouse Layout
JEFFERSON COUNTY
 Courthouse Concept Plan



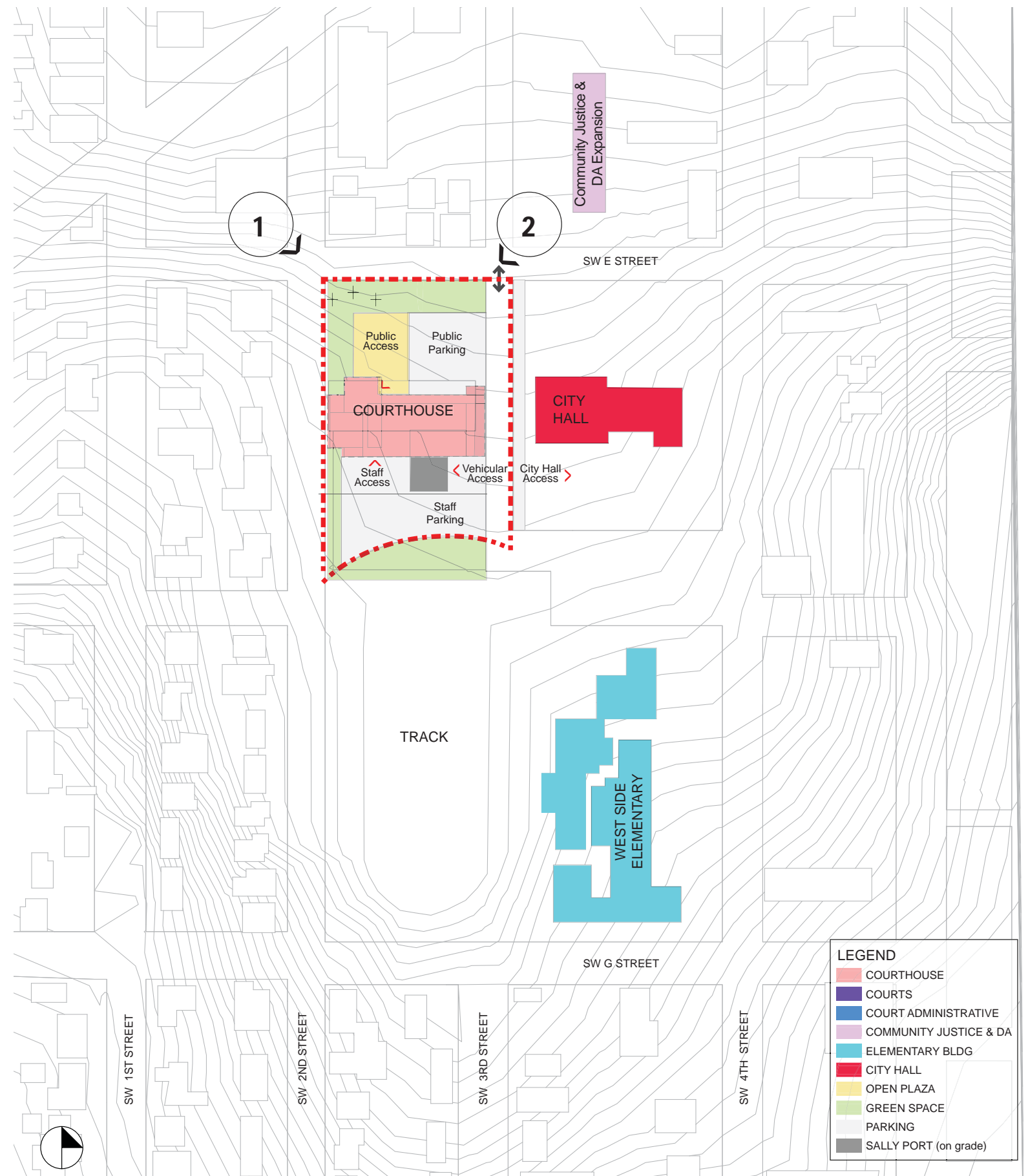
AXON SITE PLAN
 scale: NTS



1 SITE VIEW 1: From SW E Street & SW 2nd Street
 scale: NTS



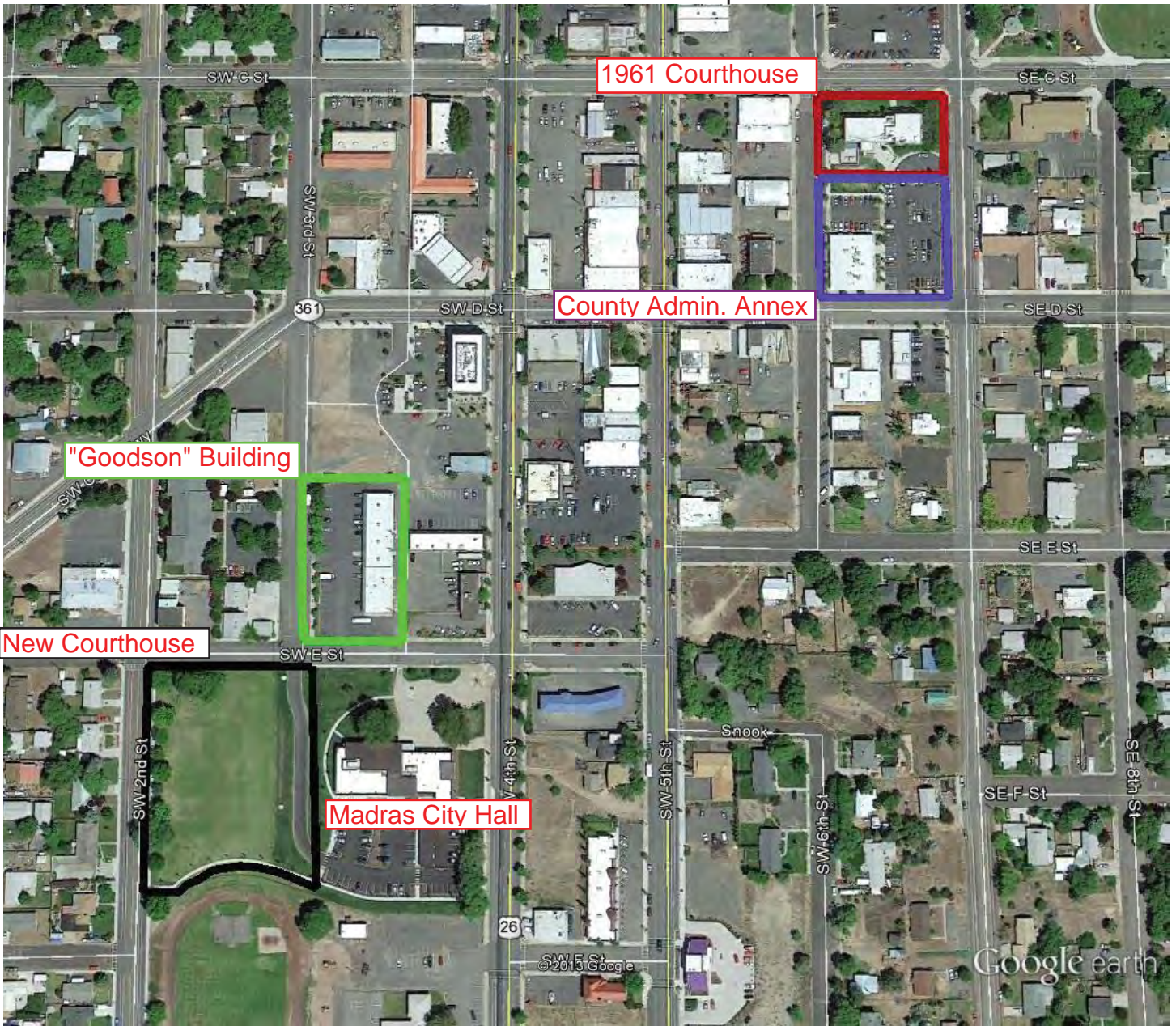
2 SITE VIEW 2: From SW V Street -- Between SW 2nd Street & SW 4th Street
 scale: NTS



SITE PLAN: Courthouse Concept Plan
 scale: NTS

LEGEND	
[Pink Box]	COURTHOUSE
[Purple Box]	COURTS
[Blue Box]	COURT ADMINISTRATIVE
[Light Purple Box]	COMMUNITY JUSTICE & DA
[Light Blue Box]	ELEMENTARY BLDG
[Red Box]	CITY HALL
[Yellow Box]	OPEN PLAZA
[Green Box]	GREEN SPACE
[Grey Box]	PARKING
[Dark Grey Box]	SALLY PORT (on grade)

Attachment "E" - Area Map



Google earth

feet
meters



Attachment "F" - Oregon Office of Economic Analysis population forecast (2013)

Forecasts of Oregon's County Populations and Components of Change, 2010 - 2050

Prepared by Office of Economic Analysis, Department of Administrative Services, State of Oregon

Release date: March 28, 2013

Area Name	Estimate							PSU'S ESTIMATES		FORECAST							
	1980	1985	1990	1995	2000	2005	2010	2011	2012	2015	2020	2025	2030	2035	2040	2045	2050
Oregon	2,642,128	2,672,648	2,860,375	3,184,369	3,431,100	3,626,900	3,837,300	3,857,625	3,883,735	4,001,600	4,252,100	4,516,200	4,768,000	4,995,200	5,203,000	5,398,800	5,588,500
Baker	16,158	15,731	15,433	16,691	16,726	16,326	16,185	16,215	16,210	16,235	16,315	16,373	16,395	16,371	16,325	16,267	16,238
Benton	68,493	67,275	71,059	76,517	78,334	82,070	85,735	85,995	86,785	87,977	91,379	94,984	98,516	101,848	105,050	108,297	111,666
Clackamas	242,981	250,118	280,862	314,922	339,299	358,301	376,780	378,480	381,680	393,217	422,576	454,311	485,054	512,731	537,753	561,011	583,814
Clatsop	32,561	32,452	33,436	35,527	35,666	36,179	37,070	37,145	37,190	37,604	38,461	39,358	40,072	40,521	40,751	40,934	41,149
Columbia	35,744	35,707	37,809	40,576	43,698	46,662	49,430	49,625	49,680	51,319	54,517	58,012	61,273	64,130	66,683	69,053	71,406
Coos	63,944	59,941	60,441	63,549	62,788	62,739	63,035	62,960	62,890	63,299	64,098	64,816	65,210	65,172	64,934	64,695	64,654
Crook	13,099	13,137	14,258	16,843	19,226	19,228	21,020	20,855	20,650	21,124	21,933	22,793	23,821	24,974	26,117	27,270	28,496
Curry	17,078	16,664	19,449	21,009	21,168	21,844	22,355	22,335	22,295	22,321	23,087	23,854	24,440	24,751	24,912	25,019	25,187
Deschutes	62,397	64,959	76,053	95,491	116,278	135,588	157,905	158,875	160,140	166,892	182,455	198,650	214,288	228,501	241,223	252,555	262,958
Douglas	93,837	91,956	95,050	98,874	100,579	104,253	107,690	107,795	108,195	110,562	116,113	121,715	126,642	130,550	133,786	136,710	139,675
Gilliam	2,045	1,840	1,719	1,799	1,914	1,882	1,870	1,880	1,900	1,958	2,062	2,172	2,280	2,378	2,472	2,567	2,672
Grant	8,210	8,137	7,870	8,042	7,923	7,646	7,460	7,450	7,450	7,414	7,321	7,199	7,029	6,785	6,486	6,158	5,840
Harney	8,237	7,209	7,068	7,238	7,605	7,492	7,445	7,375	7,315	7,425	7,404	7,358	7,280	7,175	7,066	6,960	6,861
Hood River	15,863	16,245	16,960	18,916	20,458	21,478	22,385	22,625	22,875	23,675	25,628	27,827	29,979	31,909	33,530	34,888	36,066
Jackson	133,000	136,444	147,392	167,378	181,796	192,052	203,340	203,950	204,630	210,015	223,458	238,955	253,274	265,624	276,551	286,648	296,388
Jefferson	11,692	12,748	13,853	16,949	19,073	19,974	21,750	21,845	21,940	22,625	24,054	25,593	26,995	28,239	29,413	30,534	31,595
Josephine	58,982	60,666	62,985	71,313	75,897	79,134	82,775	82,820	82,775	85,313	90,776	96,468	101,596	105,829	109,526	112,906	116,217
Klamath	59,280	57,476	57,948	61,132	63,842	65,018	66,505	66,580	66,740	67,292	68,853	70,331	71,483	72,243	72,835	73,446	74,111
Lake	7,584	7,608	7,182	7,484	7,434	7,684	7,890	7,885	7,920	7,919	7,936	7,948	7,931	7,893	7,865	7,856	7,880
Lane	275,828	267,051	284,261	306,704	323,663	337,992	352,010	353,155	354,200	361,474	378,335	394,921	410,247	424,117	437,345	450,866	464,839
Lincoln	35,443	35,979	39,075	44,112	44,519	45,192	46,135	46,155	46,295	47,590	49,535	51,371	52,857	53,895	54,688	55,421	56,245
Linn	89,716	88,019	91,690	98,853	103,394	110,222	116,840	117,340	118,035	121,142	128,454	136,224	143,673	150,395	156,505	162,360	168,189
Malheur	26,980	27,878	26,162	29,550	31,609	31,508	31,345	31,445	31,395	32,033	32,723	33,377	33,906	34,287	34,528	34,708	34,837
Marion	205,599	213,019	229,938	260,879	285,572	299,481	315,900	318,150	320,495	331,643	355,189	381,089	406,612	430,652	453,557	476,060	498,624
Morrow	7,497	8,090	7,618	9,075	11,000	11,149	11,175	11,270	11,300	11,668	12,307	13,011	13,726	14,373	14,964	15,527	16,098
Multnomah	563,632	564,249	586,617	629,617	662,290	696,519	736,785	741,925	748,445	768,632	807,198	845,356	879,987	909,947	936,729	960,930	982,504
Polk	45,362	45,231	49,924	56,759	62,679	69,256	75,495	75,965	76,625	80,204	88,081	96,731	105,274	113,348	121,044	128,496	135,877
Sherman	2,168	2,141	1,924	1,988	1,930	1,845	1,765	1,765	1,765	1,735	1,716	1,718	1,731	1,745	1,758	1,767	1,782
Tillamook	21,259	21,022	21,638	23,593	24,287	24,691	25,260	25,255	25,305	25,733	26,760	27,791	28,723	29,485	30,127	30,716	31,328
Umatilla	59,145	60,024	59,433	65,535	70,680	74,226	76,000	76,580	77,120	78,887	83,359	88,366	93,673	98,820	103,809	108,860	114,054
Union	24,050	24,131	23,674	24,931	24,561	25,096	25,810	25,980	26,175	26,964	28,216	29,419	30,530	31,548	32,572	34,211	35,973
Wallowa	7,301	7,323	6,945	7,504	7,221	7,084	7,005	6,995	7,015	7,070	7,058	7,016	6,954	6,865	6,744	6,604	6,476
Wasco	21,951	22,627	21,781	23,011	23,827	24,469	25,235	25,300	25,485	26,037	27,388	28,827	30,186	31,359	32,405	33,351	34,274
Washington	247,848	269,244	315,469	384,335	447,298	488,902	531,070	536,370	542,845	570,672	622,368	677,017	731,125	782,316	830,100	874,372	915,979
Wheeler	1,504	1,470	1,400	1,565	1,544	1,467	1,440	1,435	1,425	1,407	1,378	1,353	1,332	1,311	1,285	1,266	1,250
Yamhill	55,660	58,837	65,999	76,108	85,325	92,250	99,405	99,850	100,550	104,525	113,611	123,897	133,907	143,117	151,564	159,512	167,300

Attachment "G" - Court Case Summary

OJDODYPROD

Case Filing Statistics Report

Jefferson

Case Filing Date Range: 01/01/2013 to 12/01/2013

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2013	Total Cases Filed Year To Date 2012	Case Filing Increase/Decrease	% Case Filing Increase/Decrease	Projected Year Total
Civil						
Administrative - Civil	43	43	0	43 +		47
Claim And Delivery	0	0	2	2 -	100.0 -	0
Confession of Judgment	0	0	2	2 -	100.0 -	0
Constitutional Writs - General	1	1	0	1 +		1
Constitutional Writs - Mandamus	1	1	0	1 +		1
Contract	194	194	0	194 +		212
Contract	0	0	205	205 -	100.0 -	0
Damages: Property	0	0	1	1 -	100.0 -	0
Document Recording - Civil	7	7	0	7 +		8
Eminent Domain	0	0	2	2 -	100.0 -	0
Forcible Entry Detainer: Residential	0	0	119	119 -	100.0 -	0
Foreclosure	0	0	45	45 -	100.0 -	0
Forfeiture	0	0	1	1 -	100.0 -	0
Habeas Corpus	0	0	5	5 -	100.0 -	0
Identity Record	6	6	0	6 +		7
Landlord/Tenant - General	1	1	0	1 +		1
Landlord/Tenant - Residential	111	111	0	111 +		121
Money Action	0	0	16	16 -	100.0 -	0
Name Change	0	0	16	16 -	100.0 -	0
Other	0	0	10	10 -	100.0 -	0
Personal Injury	0	0	4	4 -	100.0 -	0
Post Conviction Relief	7	7	0	7 +		8
Post-Conviction	0	0	3	3 -	100.0 -	0
Procedural Matters - Relief From Sex Offender Registration	1	1	0	1 +		1
Property - Foreclosure	103	103	0	103 +		112
Property - General	9	9	0	9 +		10
Quiet Title	0	0	1	1 -	100.0 -	0
Register Foreign Judgment	0	0	1	1 -	100.0 -	0
Review - Gun Permit Appeal	5	5	0	5 +		5
Small Claims - General	287	287	0	287 +		313

Attachment "G" - Court Case Summary

OJDODYPROD

Case Filing Statistics Report

Jefferson

Case Filing Date Range: 01/01/2013 to 12/01/2013

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2013	Total Cases Filed Year To Date 2012	Case Filing Increase/Decrease		% Case Filing Increase/Decrease	Projected Year Total
Small Claims Contract	0	0	336	336	-	100.0 -	0
Stalking	0	0	3	3	-	100.0 -	0
Tort - General	2	2	0	2	+		2
Tort - Wrongful Death	2	2	0	2	+		2
Transcript of Judgment	0	0	2	2	-	100.0 -	0
Total Civil	780	780	774	6	+	0.8 +	847
Criminal							
Admin Offense	0	0	34	34	-	100.0 -	0
Administrative - Criminal	26	26	0	26	+		28
Extradition	0	0	3	3	-	100.0 -	0
Juvenile	0	0	47	47	-	100.0 -	0
Juvenile Delinquency Felony	21	21	0	21	+		23
Juvenile Delinquency Misdemeanor	69	69	0	69	+		75
Juvenile Delinquency Violation	16	16	0	16	+		17
Offense Felony	182	182	192	10	-	5.2 -	199
Offense Misdemeanor	452	452	473	21	-	4.4 -	493
Offense Violation	2,775	2,775	2,818	43	-	1.5 -	3027
Other	0	0	1	1	-	100.0 -	0
Procedural Matters - Contempt of Court Punitive	29	29	0	29	+		32
Procedural Matters - Extradition	1	1	0	1	+		1
Total Criminal	3,571	3,571	3,568	3	+	0.1 +	3895

Attachment "G" - Court Case Summary

OJDODYPROD

Case Filing Statistics Report

Jefferson

Case Filing Date Range: 01/01/2013 to 12/01/2013

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2013	Total Cases Filed Year To Date 2012	Case Filing Increase/Decrease		% Case Filing Increase/Decrease	Projected Year Total
Family							
Adoption	2	2	0	2	+		2
Annulment	1	1	0	1	+		1
Dissolution	73	73	0	73	+		80
Document Recording - Family	62	62	0	62	+		68
Domestic Relations Abuse Prevention	0	0	75	75	-	100.0 -	0
Domestic Relations Adoption	0	0	1	1	-	100.0 -	0
Domestic Relations Dissolution	0	0	71	71	-	100.0 -	0
Domestic Relations Elder Abuse	0	0	6	6	-	100.0 -	0
Domestic Relations Filiation	0	0	14	14	-	100.0 -	0
Domestic Relations Financial Responsibility	0	0	27	27	-	100.0 -	0
Domestic Relations Other	0	0	1	1	-	100.0 -	0
Domestic Relations Petition Custody	0	0	17	17	-	100.0 -	0
Domestic Relations Registration Foreign Decree	0	0	4	4	-	100.0 -	0
Domestic Relations Separation	0	0	1	1	-	100.0 -	0
Filiation	3	3	0	3	+		3
Juvenile Dependency	43	43	9	34	+	377.8 +	47
Petition Custody/Support/Visitation	23	23	0	23	+		25
Protective Order - Elder Abuse	15	15	0	15	+		16
Protective Order - FAPA	68	68	0	68	+		74
Protective Order - Stalking	11	11	0	11	+		12
Total Family	301	301	226	75	+	33.2 +	332

Attachment "G" - Court Case Summary

OJDODYPROD

Case Filing Statistics Report

Jefferson

Case Filing Date Range: 01/01/2013 to 12/01/2013

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2013	Total Cases Filed Year To Date 2012	Case Filing Increase/Decrease	% Case Filing Increase/Decrease	Projected Year Total
Probate						
Adult Protective Proceedings	3	3	0	3 +		3
Civil Commitment	18	18	0	18 +		20
Conservatorship/Guardianship	0	0	1	1 -	100.0 -	0
Estate	0	0	21	21 -	100.0 -	0
Estate - General	14	14	0	14 +		15
Guardianship	0	0	8	8 -	100.0 -	0
Mental Health Mentally Ill	0	0	20	20 -	100.0 -	0
Minor Protective Proceedings	3	3	0	3 +		3
Small Estate	17	17	0	17 +		19
Small Estate	0	0	23	23 -	100.0 -	0
Total Probate	55	55	73	18 -	24.7 -	60
Grand Total	4,707	4,707	4,641	66 +	1.4 +	5134

Attachment "H" - Office Space Measurements

10-Jan-14

DEPARTMENT SPACE REQUIREMENTS

		Concept Program		
		5 Year	10 Year	20 Year
1.0	Court & Justice Services			
1.1a	Public Info	3842	4102	4283
1.1b	Courtroom	10482	10482	12190
1.1c	Judicial Offices	1457	2306	2306
1.1d	Jury Deliberation	1752	1752	1752
1.1e	Court Admin	1433	1544	1544
1.1f	IT	118	118	118
1.1f	IT	118	118	118
1.1f	IT	118	118	118
1.1g	In-Custody Defendant	1932	1932	1932
1.1g	In-Custody Defendant	322	322	322
1.2a	DA & Victim Asst	5471	5908	5998
#REF!	Support for: Courts	9566	9566	9566
	BUILDING SUBTOTAL	36612	38269	40247
TOTAL				

DEPARTMENT BLOCK PLAN

Courtroom Floor #1	12624	13104	13958
Courtroom Floor #2	12624	13104	13958
Court Administration & Lobby	9431	10128	10399
Sally Port	1932	1932	1932

HSR Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1a Public Info

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE			CODE	5 Year		10 Year		20 Year	
						Units	NSF	Units	NSF	Units	NSF
	Public Waiting Area 14sf/person x 34 people No visibility from Public Waiting into Office area	20	X	24	OA	1	480	1	480	1	480
	Self Help Person in area to help people. Forms for self divorce, evictions, etc. Computer with sit down help. (2) terminals for inputting confidential info.	6	X	6	OA	4	144	4	144	4	144
	Children Play Area Adjacent to Self Help Area and info kiosk.	10	X	12	OA	1	120	1	120	1	120
	Information Kiosk (2) work stations-people searching on line data base. Sturdy furniture. Oversight to prevent damage. Electronic file viewing with "Blinders"	8	X	10	OA	1	80	1	80	1	80
	Public Counter 14 sf/person x 16 people	8	X	16	OA	1	128	1	128	1	128
	Supervisor Supervisor to be adjacent to and have view to Counter Area. Sliding window for office is ok.	10	X	12	PO120	1	120	2	240	2	240
	Staff/Technical	8	X	8	OA	11	704	12	768	14	896
	Files and File Storage Future Courtroom D to be used for storage room. (1) Computer work station and scanning station. Unscannable files only. County will use E-File or Scanned Docs in future Rolling HD Shelving in existing Basement. Need to include these files in this space	8	X	24	ER	1	192	1	192	1	192
		8	X	8	WS	1	64	1	64	1	64
	RR Public	10	X	22	ER	2	440	2	440	2	440
	RR Staff	8	X	8	ER	2	128	2	128	2	128
	Supply Room	10	X	12	ER	1	120	1	120	1	120
SUBTOTAL						27	2720	29	2904	31	3032
CIRCULATION							680		726		758
TOTAL NSF							3400		3630		3790
GROSS UP							442		472		493
TOTAL GSF							3842		4102		4283

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1b Courtroom

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Courtroom- A/Jury Assembly	32 X 40	OA	1	1280	1	1280	1	1280
	Non-jury Civil/Juvenile/Family See Figure 5.22-similar. 40 spectators Juvenile Holding Cell use Witness Waiting Jury Assembly-people, reading, studying, Flat Screen TV, computer work, Smart Board. Coat rack. Jury Coordinator-stays in room with Jurors. Check in desk or Court Room on Wheels. Judicial Officers Bench Elevated, computer with multiple monitors, phone, data equip and writing desk. File Transfer area. Courtroom Clerk's Station Adj to bench and accessible to counsel. Space for forms, exhibits, computer, phone, audio controls. Room for (2) people with (2) monitors each and (1) person to handle forms and paperwork. Elevated Support Staff Witness Stand Raised above court floor. Large enough to accommodate interpreter. Counsel Area Two tables with room for (3) persons at each table, including interpreters, and far enough apart for privacy between tables. Spectator Area-Seating for 42 Storage 1'-6" Shelving on one side. Can share between court rooms, but can't access or disturb another court room. Storage for Court on Wheels, folding chairs, flip charts, etc. Ramp and Restricted Corridor Sound Lock Vestibule								
		6 X 10	ER	1	60	1	60	1	60
		6 X 23		1	138	1	138	1	138
		8 X 9	ER	1	72	1	72	1	72
	Court Room A Total				1550		1550		1550

Attachment "H" - Office Space Measurements

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year		
				Units	NSF	Units	NSF	Units	NSF	
				1.1b Courtroom						
	<p>Courtroom B/Jury Assembly 14 person jury See Figure 5.22 and 5.25 for 60 spectators.</p> <p>Jury Assembly-people, reading, studying, Flat Screen TV, computer work, Smart Board. Coat rack.</p> <p>Jury Coordinator-stays in room with Jurors. Check in desk or Court Room on Wheels.</p> <p>Judicial Officers Bench Elevated, computer with multiple monitors, phone, data equip and writing desk. File transfer area.</p> <p>Courtroom Clerk's Station Adj to bench and accessible to counsel. Space for forms, exhibits, computer, phone, audio controls. Room for (2) Room for (2) people with (2) monitors each and (1) person to handle forms . Elevated</p> <p>Support Staff Witness Stand Large enough to accommodate interpreter. Elevated</p> <p>Jury Box Seating for full number of jurors-14</p> <p>Counsel Area Two tables, (3) persons at each (including interpreters) and far enough apart for privacy between tables. CSO</p> <p>Spectator Area-Seating for 60</p>	34 X 53	ER	1	1802	1	1802	1	1802	
	<p>Storage 1'-6" shelving on one side. Can share between court rooms, but can't access or disturb another court room. Storage for Court on Wheels, folding chairs, flip charts, etc.</p>	6 X 10	ER	1	60	1	60	1	60	
	Ramp and Restricted Corridor	6 X 23		1	138	1	138	1	138	
	Sound Lock Vestibule	8 x 9	ER	1	72	1	72	1	72	
	Courtroom B Total				2072		2072		2072	

Attachment "H" - Office Space Measurements

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
				1.1b Courtroom					
	<p>Courtroom C/Jury Assembly</p> <p>High Volume/Multitligant/with 12-14 Jurors</p> <p>See Figure 5.22 or 5.25 with 80 spectators.</p> <p>Jury Assembly-people, reading, studying, Flat Screen TV, computer work, Smart Board. Coat rack.</p> <p>Jury Coordinator-stays in room with Jurors. Check in desk or Court Room on Wheels.</p> <p>Judicial Officers Bench</p> <p>Elevated, computer with multiple monitors, phone, data equip and writing desk</p> <p>Courtroom Clerk's Station</p> <p>Adj to bench and accessible to counsel. Room for (2) people with (2) monitors each and (1) person to handle forms Space for forms, exhibits, computer, phone, audio controls. Elevated</p> <p>Support Staff</p> <p>Witness</p> <p>Large enough to accommodate interpreter. Elevated</p> <p>Jury Box</p> <p>Seating for full number of jurors-14. Section for (7) elevated.</p> <p>Counsel Area</p> <p>Four tables, including interpreters, and far enough apart for privacy between tables.</p> <p>CSO</p> <p>Spectator Area-Seating for 80</p> <p>Storage</p> <p>1'-6" Shelving on one side. Storage for dry erase, flip charts, folding chairs, etc. Can be shared between other court room, but no access through another court room or disturbing another court room.</p> <p>Ramp and Restricted Corridor</p> <p>Sound Lock Vestibule</p>	36 X 64	ER	1	2304	1	2304	1	2304
		6 X 10	ER	1	60	1	60	1	60
		6 X 23		1	138	1	138	1	138
		8 X 9	ER	1	72	1	72	1	72
	Courtroom C-Total				2574		2574		2574

Attachment "H" - Office Space Measurements

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year			
				Units	NSF	Units	NSF	Units	NSF		
				1.1b Courtroom							
	File Storage High density storage, fire proof, moisture control. Accessible and close to Admin Staff.	34 X 38	ER	1	1292	1	1292	0	0		
	Courtroom D Medium/Small. 6 Person Jury See Figure 5.22 or 5.25 with 32 spectators Jury Assembly-people, reading, studying, Flat Screen TV, computer work, Smart Board. Coat rack. Jury Coordinator-stays in room with Jurors. Check in desk or Court Room on Wheels. Judicial Officers Bench Elevated, computer with multiple monitors, phone, data equip and writing desk Courtroom Clerk's Station Adj to bench and accessible to counsel. Space for forms, exhibits, computer, phone, audio controls. (2) persons w/ (2) monitors each and (1) person with forms. Elevated Support Staff Witness Large enough to accommodate interpreter. Elevated Jury Box Seating for full number of jurors-6. Section for (7) elevated. Counsel Area Four tables, including interpreters, and far enough apart for privacy between tables. CSO Spectator Area-Seating for 32	34 X 38	ER	0	0	0	0	1	1292		
	Storage 1'-6" Shelving one side. Dry erase, flip charts, folding chairs, Court on wheels, etc. Can be shared with other court rooms, but can't access through another court room or disturb another court room.	6 X 10	ER	1	60	1	60	1	60		
	Ramp and Restricted Corridor	6 X 23		1	138	1	138	1	138		
	Sound Lock Vestibule	8 X 9	ER	1	72	1	72	1	72		
	Courtroom D-Total				270		270		1562		

Attachment "H" - Office Space Measurements

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
				1.1b Courtroom					
Common Court Areas									
	Public Waiting Areas Separated-can be on different floors. One in Lobby	12 X 18	OA	2	432	2	432	2	432
	Juror Entry Queing Area	12 X 18	OA	2	432	2	432	2	432
	Law Enforcement Waiting/Work Locate in Lobby	10 X 10	ER	1	100	1	100	1	100
	Holding Cell Adjacent to each Courtroom w/ RR	8 X 8	ER	4	256	4	256	4	256
	Storage (2) Separate rooms for chairs and tables. Connected to Court Rooms	8 X 12	ER	2	192	2	192	2	192
	Forms counter 5 sf/juror 10% jury call	2 2.5	OA	10	50	10	50	10	50
Common Court Areas-Total					1462		1462		1462
SUBTOTAL				36	7928	0	7928	0	9220
CIRCULATION				17%	1348		1348		1567
TOTAL NSF					9276		9276		10787
GROSS UP				13%	1206		1206		1402
TOTAL GSF					10482		10482		12190

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1c Judicial Offices

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Judicial Offices Accessible only from a private corridor, including closet and small conference table. Includes ADA RR, soundproof.	16 X 16	PO	2	512	4	1024	4	1024
	Assistants WS for 2 shared. Central area for assistants adjacent to Judges PO. Also serves as judges Reception. See Sketch 'A'. Shared bookcase. Locate between Judges.	10 X 12	SPO	1	120	2	240	2	240
	Judicial Library/Conference Share with Trial Court Administrator		ER	0	0	0	0	0	0
	Reception/Waiting Area Adjacent to chambers. Couch and chairs for visitors. To be included as part of the Assistant Area. See	12 X 16	OA	1	192	1	192	1	192
	Storage/Supplies/Files/Copy This area for Assistants/Reception. Processing items from Court.	10 X 12	ER	1	120	1	120	1	120
	Coat Closet For Assistants/Reception.	2 x 6	ER	1	12	1	12	1	12
	RR For Assistants/Reception.	8 x 8	ER	2	128	2	128	2	128
SUBTOTAL				8	1084	11	1716	11	1716
CIRCULATION				20%	217		343		343
TOTAL NSF					1301		2059		2059
GROSS UP				12%	156		247		247
TOTAL GSF					1457		2306		2306

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1d Jury Deliberation

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Jury Deliberation Room	14 X 24	ER	2	672	2	672	2	672
	Located on Restricted private corridor. Use of charts, video, monitors. 15 sf/juror. Separate from staff area. Kitchenette.	12 X 18	ER	2	432	2	432	2	432
	Jury Deliberation RR Locate between Jury Deliberation Rooms.	8 X 8	Room	4	256	4	256	4	256
SUBTOTAL				8	1360		1360		1360
CIRCULATION					204		204		204
TOTAL NSF					1564		1564		1564
GROSS UP					188		188		188
TOTAL GSF					1752		1752		1752

HSR
 Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1e Court Admin

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Trial Court Administrator	12 X 16	PO192	1	192	1	192	1	192
	Reception/Mgmnt Assistant	12 X 14	Cube	1	168	1	168	1	168
	Conference Judicial Conf. Rm/Video Equipped	18 X 24	TR430	1	432	1	432	1	432
	Admin. Conf. Rm-Adjacent to Court Administrator's Office								
	Share with Judicial Offices Mediation Rooms-Access from private and public hall.								
	Program Staff Drug Court Coordinator, Family Law Facilitator. Mediation Coordinator. Meet with Peopole in a private or semi private setting in their office (e.g., drug court clients, mediators, self-represented litigants, etc. These litigants verbally are asked and relay confidential/private ifno to the staff Not located within Admin staff area. Can be located adjacent to Self Help area Judicial Conf. Rm/Video Equipped	8 X 10	PO80	3	240	4	320	4	320
SUBTOTAL				6	1032	7	1112	7	1112
CIRCULATION					248		267		267
TOTAL NSF					1280		1379		1379
GROSS UP					154		165		165
TOTAL GSF					1433		1544		1544

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1f IT

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Tech Adjacent to Computer Room. Sliding glass doors into Computer Room Climate controlled. Locate on Ground Floor	12 X 14	PO	1	168	1	168	1	168
	Computer Room (2) Racks and Security. Locate on Ground Floor.	8 X 8	ER	1	64	1	64	1	64
	Equipment Room Court on Wheels	10 X 12	ER	1	120	1	120	1	120
	Storage Use File Room for Additional Storage.								
SUBTOTAL				3	352	3	352	3	352
CIRCULATION					70		70		70
TOTAL NSF					422		422		422
GROSS UP					51		51		51
TOTAL GSF					473		473		473

HSR Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

0

41649

SPACE REQUIREMENTS DATABASE

1.1g In-Custody Defendant

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	Vehicle Sally port	30 X 40	ER	1	1200	1	1200	1	1200
	(2) 15 Passenger buses, enough space to get inmates in/out. Indoors, can't see in from outside. Covered and drive through. Can't shoot someone getting in or out of vehicle. Single extra wide door entry into bldg. Secure area so jurors can't see.								
	Sally port Foyer	12 X 16	ER	1	192	1	192	1	192
	Initial Holding Cell	10 X 12	ER	3	360	3	360	3	360
	Adjacent to Sally port foyer				0				
	Sally port RR	8 X 8	ER	1	64	1	64	1	64
	Adjacent to Sally port foyer				0				
	Property Storage	10 X 12	ER	1	120	1	120	1	120
	Adjacent to Sally port Foyer.								0
	Storage for (18) 2 x 2 Cubbies with Doors.								
	Central Control Center	14 X 16	ER	1	224	1	224	1	224
	Not permanently or continuously manned unless (12) persons or more.								
	Adjacent to holding Cells								
	Juvenile Holding Cells	8 X 8	ER	2	128	2	128	2	128
	Monitored by Central Control Center. Check Requirements. RR								
	Central Holding Cell	12 X 18	ER	1	216	1	216	1	216
	Separated by sight and sound, solid doors and panel windows. Close to all court rooms. Space for (12) Persons.								
	Central Holding Cell RR	8 X 8	ER	1	64	1	64	1	64
	Adjacent to Central Holding Cell								
	Bailiff's Station	4 X 12	WS	1	48	1	48	1	48
	Sit down when not in use. Ok to combine with Control Center.								
	Attorney Interview Space	6 X 14	ER	2	168	2	168	2	168
	Secure glass between inmate and attorney. Private conversations-no audio/visual.								
	Secure Elevator	10 X 10		1	100	1	100	1	100
	Secure Corridors In Circ.								
	Secure Elevator	10 X 10		1	100	1	100	1	100
	Secure Corridors In Circ.								
	Secure Elevator	10 X 10		1	100	1	100	1	100
	Secure Corridors In Circ.								
SUBTOTAL					1200		1200		1200
CIRCULATION				40%	480		480		480
TOTAL NSF					1680		1680		1680
GROSS UP				15%	252		252		252
TOTAL GSF					1932		1932		1932
SUBTOTAL					1684		1684		1684
CIRCULATION				40%	674		674		674
TOTAL NSF					2358		2358		2358
GROSS UP				15%	354		354		354
TOTAL GSF					2711		2711		2711
SUBTOTAL					200		200		200
CIRCULATION				40%	80		80		80
TOTAL NSF					280		280		280
GROSS UP				15%	42		42		42
TOTAL GSF					322		322		322

Attachment "H" - Office Space Measurements

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

SPACE REQUIREMENTS DATABASE	1.4a Support for Courts
-----------------------------	-------------------------

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE			CODE	5 Year		10 Year		20 Year	
						Units	NSF	Units	NSF	Units	NSF
	Vestibules	8	X	10	ER	4	320	4	320	4	320
	Public Queuing Area 14sf/person, located at Main Entry/Lobby, Weapons Screening Station	3	X	5	OA	25	375	25	375	25	375
	Court Security Officer Enclosed glass office/ standing work station, access to data system. Locations-(1) Lobby/Public area w/ view of halls and (1) w/ view of Judges hallway.	8	X	10	ER	2	160	2	160	2	160
	Lobby	20	X	32	OA	1	640	1	640	1	640
	Public Queuing Area	16	X	20	OA	1	320	1	320	1	320
	Court Security Officer	8	X	10	SPO	1	80	1	80	1	80
	Attorney/Client Conf & Witness/ Waiting, Mediation. See Fig 5.22 or 5.25 These rooms do not have to be at court rooms. They will be multi-purpose. (6) people.	10	X	14	CR140	4	560	4	560	4	560
	Work Room Work space, work station, printer, copier, etc.. Attach to Clerk's office.	18	X	36		1	648	1	648	1	648
	Supply Room	10	X	20	ER	1	200	1	200	1	200
	Public Room Vending Machines, Coffee Cart - sandwiches, coffee, snacks.	12	X	16	OA	1	192	1	192	1	192
	Employee Lunch Room	16	X	18	ER	1	288	1	288	1	288
	Mail	10	X	12	ER	1	120	1	120	1	120
	Staff RR (2) WC and (2) Lavs.	9	X	22	ER	2	396	2	396	2	396
	Public RR (2) WC and (2) Lavs.	9	X	22	ER	2	396	2	396	2	396
	Lactation Room	6	X	10		1	60	1	60	1	60
	Mechanical	25	X	50		1	1250	1	1250	1	1250
	Electrical & Security Control	20	X	30		1	600	1	600	1	600
	Fire Protection	10	X	10	ER	1	100	1	100	1	100
	Janitor	8	X	8		2	128	2	128	2	128
SUBTOTAL						15	6833	15	6833	15	6833
CIRCULATION						25%	1708		1708		1708
TOTAL NSF							8541		8541		8541
GROSS UP						12%	1025		1025		1025
TOTAL GSF							9566		9566		9566

HSR
Master Planning, Architecture, Interiors

Attachment "H" - Office Space Measurements

SPACE REQUIREMENTS DATABASE

1.2a DA & Victim Asst

ITEM NO.	POSITION/SPACE DESCRIPTION	SIZE	CODE	5 Year		10 Year		20 Year	
				Units	NSF	Units	NSF	Units	NSF
	District Attorney								
	Private Foyer	10 X 12	ER	1	120	1	120	1	120
	Private Waiting for Trial/Meeting	12 X 14	ER	1	168	1	168	1	168
	District Attorney Large office with conference table.	14 X 18	PO	1	252	1	252	1	252
	Chief Deputy	12 X 14	PO	1	168	1	168	1	168
	Deputies Desk and small mtg table.	10 X 12	PO	2	240	3	360	3	360
	DA Business Manager	12 X 14	PO	1	168	1	168	1	168
	Support Staff Low walls at work station.	8 X 8	WS	3	192	5	320	6	384
	Work Space for Support Staff Paper intensive dept., but moving to paperless system-Portland uses this model	12 X 14	WS	1	168	1	168	1	168
	Copy/Fax Video Production, repro of photos, tapes, CD, video and paper	16 X 14	OA	1	224	1	224	1	224
	Law Library DA oversees the Law Library. Law Library is for public use. Locate close to DA.	14 X 20	ER	1	280	1	280	1	280
	Fire Proof File Room	10 X 16	ER	1	160	1	160	1	160
	Supplies	8 X 10		1	80	1	80	1	80
	Victim's Assistance								
	Waiting	10 X 12	ER	1	120	1	120	1	120
	Victims Assistance Director Victim Services adj but separate from DA, needs good flow w/ DA's people	12 X 14	PO	1	168	1	168	1	168
	Victims Assist. Staff	8 X 8	OA	3	192	4	256	4	256
	Victim Assist. Mtg/Library	12 X 20	ER	1	240	1	240	1	240
	Investigator	10 X 12	PO	1	120	1	120	1	120
	Domestic Violence Coordinator	10 X 12	PO	1	120	1	120	1	120
	Common DA & Victim Assit								
	Restrooms No contact with jurors	8 X 8	ER	2	128	2	128	2	128
	Coffee/Fridge	4 X 8	OA	1	32	1	32	1	32
	Records	20 X 20	ER	1	400	1	400	1	400
	Lunch Room	12 X 14	ER	1	168	1	168	1	168
SUBTOTAL				26	3908	30	4220	31	4284
CIRCULATION 25%					977		1055		1071
TOTAL NSF					4885		5275		5355
GROSS UP 12%					586		633		643
TOTAL GSF					5471		5908		5998

HSR
Master Planning, Architecture, Interiors

Attachment "I" - Funding Summary

35,000 Sq Ft - District Attorney IN COURTHOUSE

Courthouse Project - Increase Transfer by Fixed Dollar Amount

Court Facilities	30,000
State Public Office	5,000
Building Size	35,000
Cost/Foot (2013)	\$350
Inflation Rate	2.6%
Bond Interest	5.5%
Bond Term (Yrs)	30.00
State Grant % of project	50%

Cash to buy down Bonds (Loan)
\$ 2,000,000

A	B	C	D	E	F	G
	Project Cost	Capital Fund Balance	Capital Fund Transfer	State Grant	County Amount to Bond (use \$2 mil. In cash)	County Annual Payment
				42.9%	57.1%	
Jun-13	\$12,250,000	\$ 2,700,000		(\$5,250,000)	\$5,000,000	(\$344,027)
Jun-14	\$12,568,500	\$ 2,700,000	\$375,000	(\$5,386,500)	\$5,182,000	(\$356,550)
Jun-15	\$12,895,281	\$ 3,050,000	\$375,000	(\$5,526,549)	\$5,368,732	(\$369,398)
Jun-16	\$13,230,558		\$375,000			
Jun-17	\$13,574,553		\$375,000			
A	B	C	D	E	F	G