



RESPONSE TO
SBI 407 SELECTION CRITERIA

W I L L O W S
H I S T O R I C
C O U R T H O U S E
R E N O V A T I O N
A N D A D D I T I O N

AUGUST 24, 2012

Willows Historic Courthouse

526 West Sycamore Street, Willows, CA 95988

1. Security

- The Willows Historic Courthouse, which has served as the main courthouse for Glenn County since 1894, does not meet the requirements of the current California Trial Court Facilities Standards for security. The current configuration of the building leaves judges, staff and visitors at risk. In its current condition, the building does not provide three separate paths of travel for secure, restricted and public circulation. In nearly all areas of the building, the public has the opportunity to interface with judges, staff and inmates. There is no secure prisoner transport within the building.
- Inmates are brought into the courthouse from the adjacent jail in chains and are walked through public corridors or up a fire escape to the courtroom for arraignments and hearings.
- There is no security screening room within the building. All visitors are required to walk through a magnetometer in the front hallway before proceeding further into the building. If there is a large jury call, the public gathers in front of the building and files into the building one by one.
- There is no secure on-site (or off-site) parking for judges or staff.
- The existing building does not meet required vehicular setbacks and there are no vehicular barriers between the street and the building.

2. Overcrowding

- The existing courthouse in Willows has a single courtroom. The Budget Package/Feasibility report that was completed in 2009 indicates that the courthouse should be expanded to accommodate three courtrooms, jury services, self-help mediation and settlement, court clerk, operations and administration, and other uses.
- The existing courthouse in Willows cannot accommodate jury assembly. There is simply no space in the Willows Courthouse for these activities. The existing courthouse in Orland cannot accommodate jury assembly and all deliberations are conducted in the courtroom. The Willows Courthouse has the only jury deliberation room in the County.
- Due to space limitations within the historic courthouse, the court's self-help Resource Center, the Family Law Facilitator office and Family Law Mediator office currently operate out of leased office space in downtown Willows. The self-help center averages 600 contacts per month and is open three days per week.

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3. Physical Condition

- The Willows Courthouse was constructed in 1894 and has actively served as a courthouse for 118 years. Although the courthouse has undergone several renovations over the years, the unreinforced masonry building does not meet current seismic code and it does not meet the security or programming requirements of the state’s Trial Court Facilities Standards.
- The existing building is not equipped with an automatic sprinkler system.
- The building underwent a partial structural upgrade in 1995, but this partial upgrade does not meet the seismic safety provisions for unreinforced masonry buildings that are described in the International Existing Building Code and ASCE-31 Section 4.2.6.
- Mechanical, electrical and plumbing systems are in poor condition and are recommended for complete replacement. The existing electrical system consists of a pole-mounted transformer that serves both the courthouse and the jail. This transformer has been found to have exceeded its safe working life and is in need of replacement.
- Existing site utilities are co-mingled with the courthouse, the county jail, the District Attorney’s office, and the County Administration building. The proposed project would separate these utilities so that each building can operate independently.
- The existing building does not have separate paths of travel for secure, restricted and public access.
- The existing building cannot currently accommodate a security screening room.
- The Courtroom bench and jury boxes in Willows and in Orland are not compliant with ADA requirements. In the last two months, jurors in the Orland courtroom have fallen when going to the restroom due to elevation change from the courtroom to the restroom.

4. Access to Court Services

- Savings that will be gained by removing the court’s lease obligation will allow the court to hire a facilitator and self-help staff that will be available five days per week rather than their current three-day per week schedule.
 - Moving the facilitator, mediator and self-help staff into the Willows Courthouse, rather than having them located in a separate leased facility, will improve public access to and awareness of these services.
 - The proposed project will create a consolidated process so that the public will no longer need to travel to Orland to pick up documents, drive to the Self Help Resource Center to work on the documents, and then to the Willows Courthouse to file them. All services will be provided in one location, and all Court personnel will be in one location.
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5. Economic Opportunity

- The expansion parcel on which the courthouse addition will be constructed has been donated to the state by the county.
- The adjacent parking lots are county-owned. They will be developed by the county and leased back to the AOC under a 50-year leasehold agreement.
- The cost to rehabilitate and add to the existing historic building and consolidate the operations of two separate courthouses plus leased space is cost effective compared to constructing an all-new building.
- Consolidating services in the historic courthouse, which is adjacent to the county jail, will reduce money that is currently spent on prisoner transport.
- Central holding has been eliminated from the Willows Courthouse program due to the proximity of the county jail and the opportunity to directly transport prisoners from the jail to the courthouse, reducing the project cost.
- All county services - - including a county hospital - - are nearby in Willows, saving money on transportation costs that might otherwise be spent transporting prisoners between the jail in Willows and the branch courthouse in Orland.

6. Project Status

6.4 Preliminary Plans

- The Willows Courthouse project has funding for preparation of Preliminary Plans. The Acquisition phase has been completed, and the project team has completed approximately 75% of Schematic Design.

7. Court Usage

7.1 Locations / Assignments

- Glenn County contains two courtrooms (one in Orland and one in Willows), one hearing room in Willows, one jury room, and no assembly room. All assembly and deliberation takes place in the courtroom in Orland.
- There are no unused courtrooms in Glenn County.
- Willows Historic Courthouse: One courtroom (department number one) - Judge Donald Cole Byrd and one hearing courtroom (department number three) - I 058 Commissioner Jeri Hamlin.
- Orland Branch Courthouse: One courtroom (department number two) - Judge Peter Twede

7.2.1 Estimated 2012 County Population

- 28,273 [Twenty-Sixth in County population per JPE.]

7.3 Number of Filings

- 16,027 [The most in Filings per JPE.]

7.4 Number of Dispositions

- 14,583 [The most in Dispositions per JPE.]

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7.5 Number of Jury Trials	<ul style="list-style-type: none"> ▪ 2009-2010: 6 ▪ 2010-2011: 12 ▪ 2011-2012: 16 ▪ New Data would place Glenn Superior Court at 6.6 Jury Trials per JPE or Tenth in Jury Trials.
7.6 Weighted Filings Data	<ul style="list-style-type: none"> ▪ 2.1 [The weighted filings data does not include the increase in jury trials that the Glenn Superior Court has undertaken in 2011-2012.]
8. Type of Courthouse	
8.1 Main Courthouses	<ul style="list-style-type: none"> ▪ The Willows Historic Courthouse is the Main Courthouse in Glenn County.
8.2 Branch Courthouses	<ul style="list-style-type: none"> ▪ Not applicable.
9. Disposition of Existing Court Space / Facility	<ul style="list-style-type: none"> ▪ Orland Branch Courthouse: The Court vacates county-owned facility; State's equity was applied to secure title to the Willows Historic Courthouse. ▪ Self-Help Center (Resource Center): The Court will vacate and terminate lease.
10. Consolidation of Facilities	<ul style="list-style-type: none"> ▪ The Willows Historic Courthouse project will consolidate three separate facilities into one. The Orland Branch Courthouse will move its operations to Willows, and existing leased space in Willows that currently houses the court's Resource Center, Family Law Facilitator and Family Law Mediator will be decommissioned and the Resource Center, Facilitator and Mediator will be relocated to the Willows Historic Courthouse. Not only will consolidation improve operational efficiencies, but it will also reduce overall cost of operating and maintaining these facilities, and it will be easier for the public to understand where the local court services are located.

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11. Extent to Which Project Solves Court's Facilities Problems

The renovation and addition to the Willows Historic Courthouse solves the following facilities problems in Glenn County:

- This project will dramatically improve security for judges, staff, in-custody and the public. Three separate paths of travel will be constructed so that secure, restricted and public access do not overlap.
- Secure on-site parking will be provided for judges and executive staff to prevent security breaches and unsafe situations in public parking lots and in transit between parking areas and the secure courthouse.
- Consolidation of several facilities will create centralized services, relieving the need for travel between courthouses, and easing interpretation for public users.
- The proposed project will provide needed assembly and deliberation space, as well as conference rooms, attorney-client meeting rooms, ample clerk space, and other standard programmatic spaces that the existing building currently lacks. The addition of these spaces will satisfy the court's facility needs for the foreseeable future.

12. Expected Operational Impact

12.1 One-time and ongoing cost impacts related to moving in and operating the new facility

- Moving costs associated with the move of all Court operations to the Willows Courthouse are estimated at \$20,000. These costs are currently included in the project budget. Security costs will decrease substantially due to no further need for perimeter screening in the Orland Courthouse or security equipment and maintenance at the Resource Center in Willows. Building next to the County Jail will further reduce costs of prisoner transportation.

12.2 Funding sources to address net cost increases

- The Court's TCTF allocation.

12.3 Potential ongoing cost savings through elimination of "court funded" lease costs, consolidation, and reduction of staff

- Lease costs reduction of \$72,000 annually

12.4 Data on elimination of AOC funded lease costs and impacts to AOC funded building operational costs, to include offset from County Facility Payment

- Project Square Feet: 44,826
- Estimated Annual Operating Costs: \$285,632
- County Facility Payment: \$81,523
- Estimated on-going Facility Operating Costs: \$204,109

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13. Quantitative Statement of Need to Replace Facility

- The Willows Historic Courthouse has served Glenn County for 118 years. The building is the centerpiece of the Willows Civic Center district, and it is among the most recognized and important buildings in the county. The unreinforced masonry building is in need of a seismic upgrade, updated mechanical, electrical, plumbing and fire-protection systems, and it requires an overall reorganization to meet current safety standards. This building has been a part of California’s judicial system since its infancy, and it has reached the point in its life where rehabilitation and expansion are necessary in order for the building to serve the local community and the state for the next 50 years.

Consolidation with other court facilities in the county makes sense from a fiscal, operational and user perspective, and the building’s proximity to other county facilities and to the county jail make consolidation and expansion in Willows the most reasonable option.

14. Courtroom and Courthouse Closures

14.1 Courthouse or Courtrooms

- Not applicable. No courthouses or courtrooms in Glenn County have yet been closed by the court.

14.2 Courtrooms that are not fully scheduled

- Not applicable. There are no unused courtrooms in Glenn County.

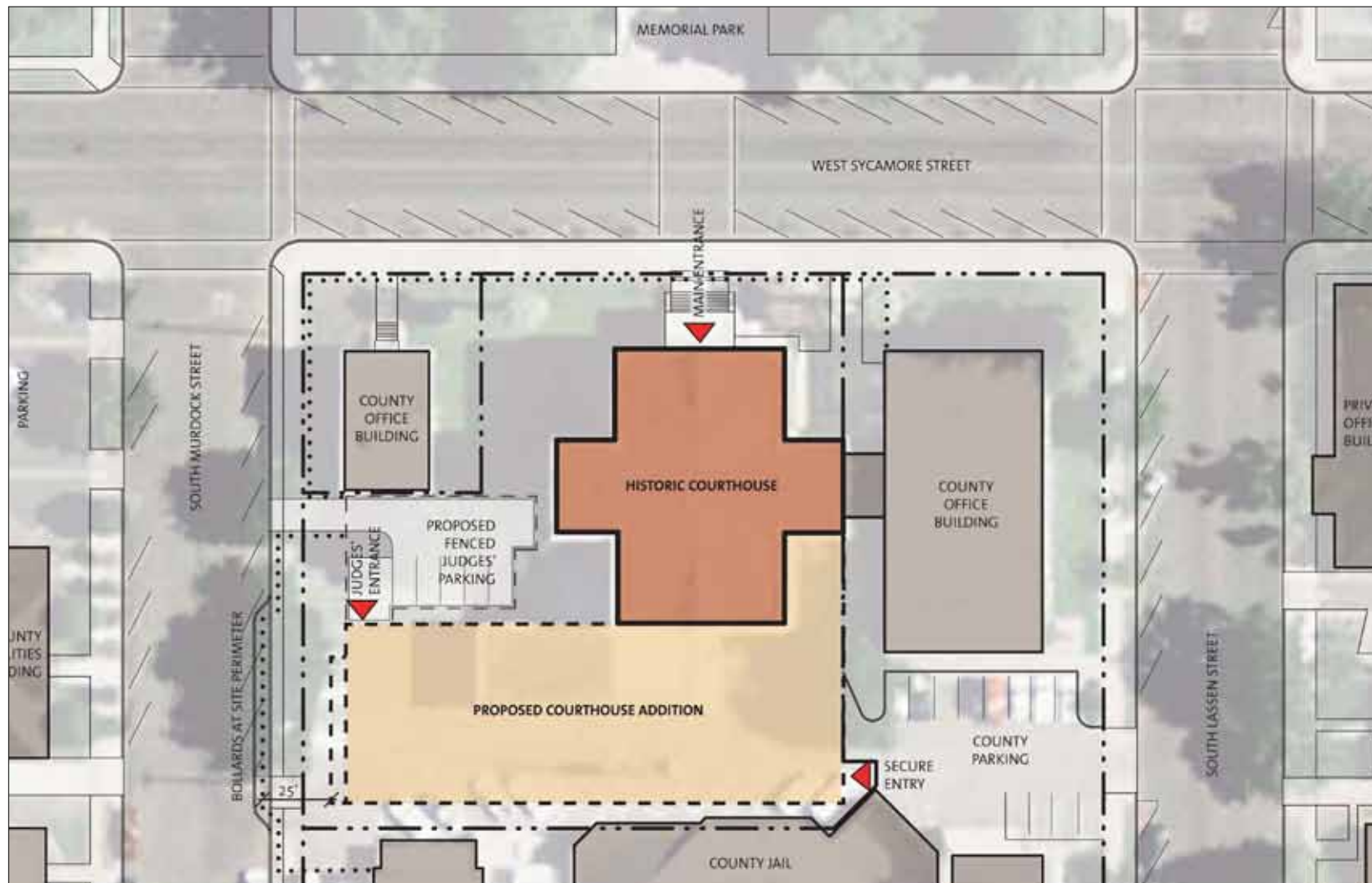
15. “Outside the Box Thinking”

- The Rehabilitation and Addition to the Willows Historic Courthouse is first and foremost a renovation project, where the existing building will be upgraded and modified to extend its useful life.
- Efforts were made throughout the design process to create flexible and fungible spaces that can be used for a variety of different activities. Examples of these multi-purpose spaces include the jury assembly room, which can be used as a staff conference room when there is no jury call; flexible courtrooms, which can be used for full trials or for hearings; and attorney-client meeting rooms that can serve as flexible meeting space when not in use.
- Due to the proximity of the county jail, central holding was eliminated from the project’s program, resulting in a square footage reduction and cost savings.
- Integration of secure, restricted and public circulation into the existing historic courthouse.
- Video conferencing for hearings and arraignments is currently offered by the presiding judge in Willows, and this practice will continue when the building is rehabilitated and the new addition is constructed.

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16. Expended Resources

- Acquisitions Phase (complete)
 - Budget: \$1,539,000
 - Spent: \$1,084,182
 - Savings: \$ 454,818
 - Preliminary Plans Phase (Schematic Design 75% complete)
 - Spent: \$ 597,850
 - Total spent through July 31, 2012: \$1,682,032
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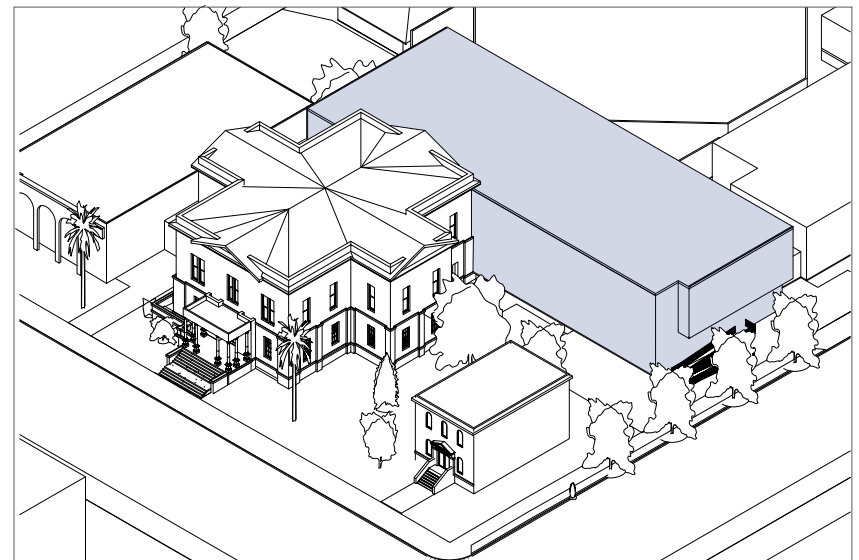
Acquisitions Phase Site Plan



Aerial photograph of the site.



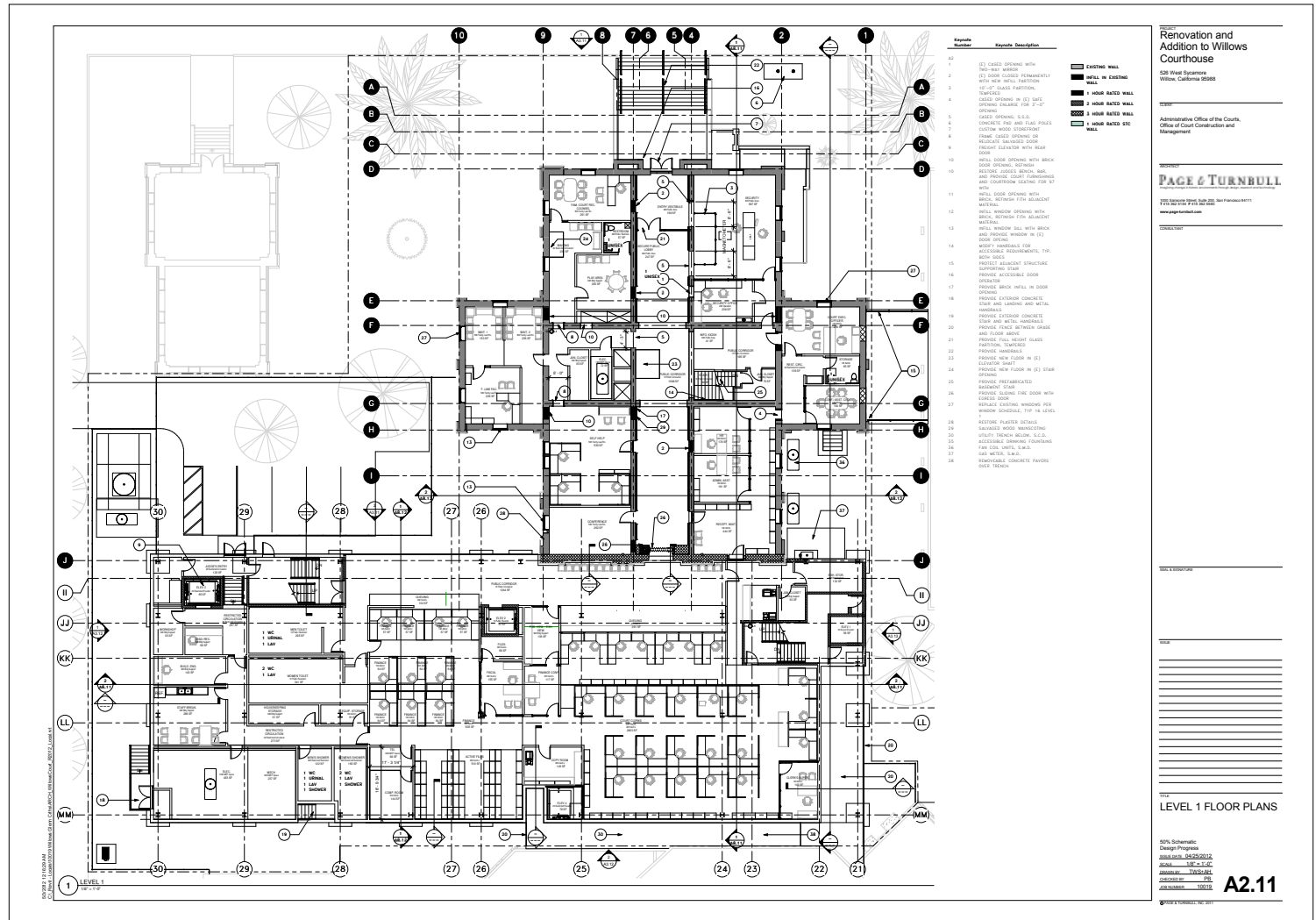
Current image of Courthouse from Northwest.



Massing Diagram - View from Northwest



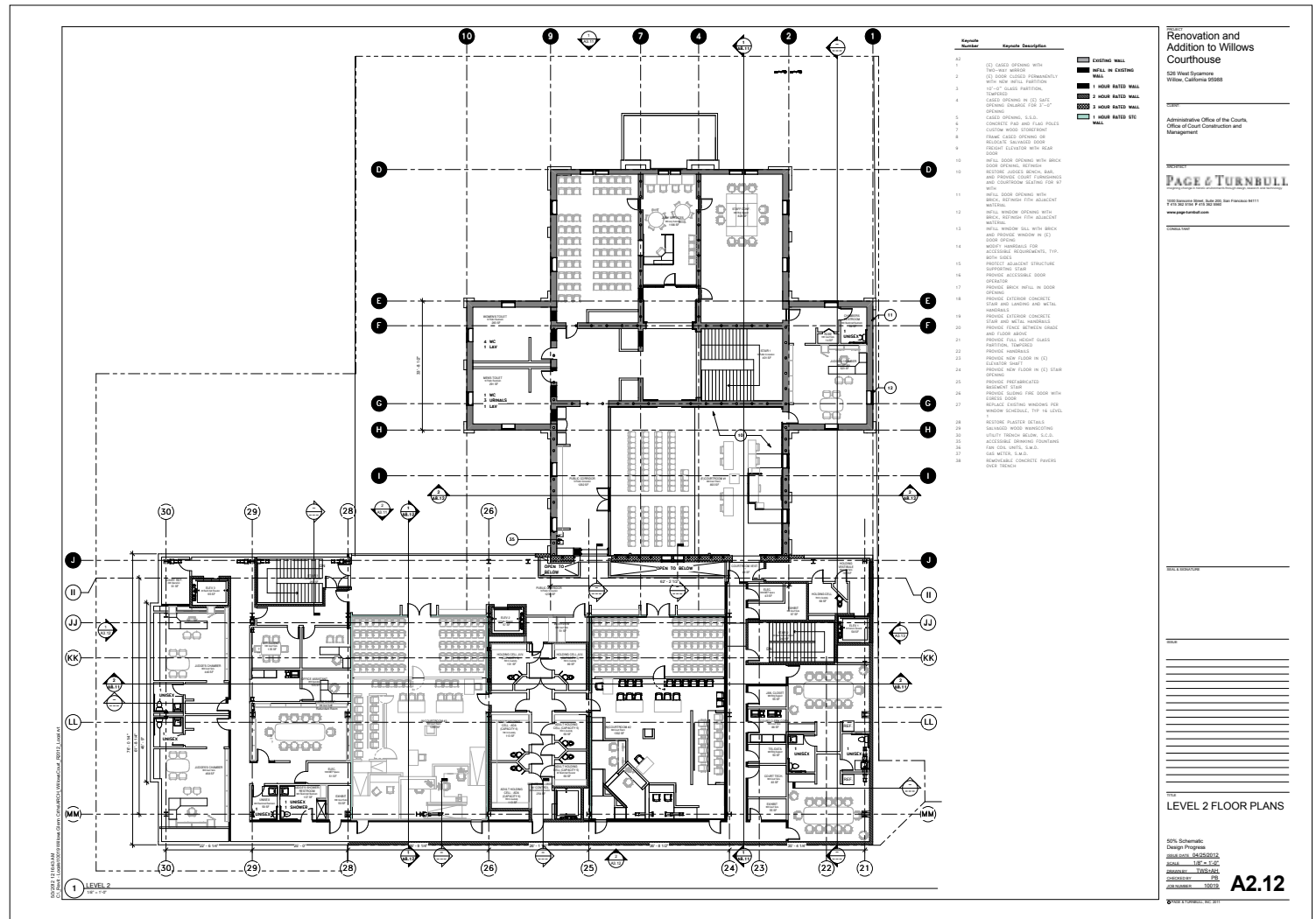
Acquisitions Phase Test Fit – First Floor Plan



First Floor Plan – 50% Schematic Design Progress



Acquisitions Phase Test Fit – Second Floor Plan



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