



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

www.courts.ca.gov/tcfmac.htm
tcfmac@jud.ca.gov

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

OPEN MEETING WITH CLOSED SESSION AGENDA

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c)(1))

OPEN PORTION OF THIS MEETING IS BEING RECORDED

Date: January 16, 2015
Time: 10:00 AM - 4:00 PM
Location: Sacramento/Teleconference for Public Access
Public Call-in Number: 1-877-820-7831 Listen Only Code: 4502468

Meeting materials for open portions of the meeting will be posted on the advisory body web page on the California Courts website at least three business days before the meeting. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call 10:00 AM

Approval of Minutes

Approve minutes of the December 15, 2014, Trial Court Facility Modification Advisory Committee meeting.

II. ACTION ITEMS (ITEMS 1-10)

Action Item 1 – (Action Required) – Minutes of the November 3, 2014, Trial Court Facility Modification Advisory Committee meeting.

Summary: Review changes to the approved minutes of the November 3, 2014, Trial Court Facility Modification Advisory Committee meeting.

Action Requested: Review and approve modification made to Item 2 of the November 3, 2014, minutes.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 2 – (Action Required) - List A – Emergency Facility Modification Funding (Priority 1)

Summary: Ratify emergency facility modifications from List A.

Action Requested: Staff recommends 51 projects for a total of \$841,252 to be funded with previously encumbered funds for emergency funding.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 3 – (Action Required) - List B – Facility Modifications Less than \$50k (Priority 2)

Summary: Ratify facility modifications less than \$50k from List B.

Action Requested: Staff recommends 64 projects for a total of \$619,677 to be funded with previously encumbered funds for facility modifications less than \$50k.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 4 – (Action Required) - List C – Cost Increases Over \$50k

Summary: Ratify facility modifications requiring cost increases over \$50k from List C.

Action Requested: Staff recommends three projects for a total cost increase to the Facility Modification Program Budget of \$286,383.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 5 – (Action Required) - Priority 3 Project Requests

Summary: Priority 3 project requests from multiple courts:

- Item 5A – Placer Superior Court
- Item 5B – Merced Superior Court
- Item 5C – Nevada Superior Court
- Item 5D – Santa Barbara Superior Court
- Item 5E – Solano Superior Court
- Item 5F – Tulare Superior Court

Action Requested: The committee directed staff to present these Priority 3 projects for funding consideration.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 6 – (Action Required) - List D – Facility Modifications Over \$50k and Energy Efficiency Projects

Summary: Review recommended facility modifications over \$50K and energy efficiency projects from List D.

Action Requested: Staff recommends 13 projects for a total cost to the Facility Modification Program Budget of \$4,227,505.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 7 – (Action Required) - List F – Court-Funded Facilities Requests (Facility Modifications)

Summary: Review Court-Funded Facilities Requests (Facility Modifications) from List F.

Action Requested: Staff recommends two Court-Funded Facilities Requests for review and approval.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 8 – (Action Required) - Preliminary Approval Authority for Judicial Council Staff of \$50K for Priority 2 Projects

Summary: Review preliminary approval authority for Judicial Council Staff of \$50K for Priority 2 projects and determine if approval authority should continue.

Action Requested: Staff recommends continuing the approval authority for Judicial Council staff of \$50K for Priority 2 projects.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 9 – (Action Required) – Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014-2015

Summary: Review draft report *Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014-2015*.

Action Requested: Staff is requesting committee input and approval to move to Judicial Council.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 10 – (Action Required) - TCFMAC 2015 Annual Agenda

Summary: Review draft TCFMAC 2015 Annual Agenda.

Action Requested: Staff is requesting committee input and approval to move to E&P.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

III. DISCUSSION ITEMS (ITEMS 1 – 7)

Discussion Item 1

Summary: Review changes to updated Prioritization Methodology.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 2

Summary: Update to FMU staffing, FM workload, and Delayed FM Projects

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 3

Summary: Service Delivery Methods, Service Provider (SP) contracts, Job Order Contracting (JOC), and Delegation

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 4

Summary: Finalization requirements for the delegation pilot program.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 5

Summary: Operations and Maintenance budget projections for fiscal year 2015-2016.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 6

Summary: FM system analysis - historic spend by system & projections for fiscal year 2015-2016.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 7

Summary: Court-Funded Facilities Requests – process for fiscal year closeout

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

IV. INFORMATION ONLY ITEMS (ITEMS 1-2)

Information Item 1 – Updated Trial Court Facility Modification Policy

Summary: The updated Trial Court Facility Modification Policy has been included in the meeting materials. Changes to the policy were made in alignment to newly established Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee*.

Information Item 2 – Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee*

Summary: The newly established Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee* has been included in the meeting materials.

V. ADJOURNMENT

Adjourn to Closed Session

**VI. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(d))
(ACTION ITEMS 1-4)**

Closed Action Item 1 - Security Related - Emergency and Priority 1 (List A)

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security related emergency and Priority 1 facility modifications from List A.

Action Requested: Staff recommends 0 projects for a total cost to the Facility Modification Program Budget of \$0, to be paid from funds previously encumbered.

Closed Action Item 2 - Security Related - FMs Less Than \$50K (List B)

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security related facility modifications less than \$50K from List B.

Action Requested: Staff recommends three projects for a total cost to the Facility Modification Program Budget of \$37,864, to be paid from funds previously encumbered.

Closed Action Item 3 - Security Related – FMs Greater Than \$50K (List D)

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security related facility modifications greater than \$50K from List D.

Action Requested: To continue limiting over \$50k expenditures to Priority 2 projects only at this time.

Closed Action Item Item 4 - Court-Funded Facilities Requests (List F) – Leases and Security Related

Court-Funded Facilities Requests – Leases and Security Related (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(3) *Negotiations concerning a contract, a labor issue, or legislation*

Pursuant to California Rules of Court, Rule 10.75(d)(4) *The price and terms of payment for the purchase, sale, exchange, or lease of real property for a judicial branch facility before the property has been acquired or the relevant contracts have been executed.*

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of*

judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.

Summary: Review Court-Funded Facilities Requests related to new leases, lease renewals, and security-related facility modifications.

Action Requested: Staff recommends executing projects on List F – Court-Funded Facilities Requests (Leases and Security Related Projects)

**VII. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(d))
(DISCUSSION ITEM)**

Closed Discussion Item 1

Pursuant to California Rules of Court, Rule 10.75(d)(3) *Negotiations concerning a contract, a labor issue, or legislation*

Pursuant to California Rules of Court, Rule 10.75(d)(4) *The price and terms of payment for the purchase, sale, exchange, or lease of real property for a judicial branch facility before the property has been acquired or the relevant contracts have been executed.*

Summary: Update from the Facilities Policies Working Group meeting on January 7, 2015.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Adjourn Closed Session



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

www.courts.ca.gov/tcfmac.htm
tcfmac@jud.ca.gov

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

December 15, 2014
12:00 p.m. – 1:00 p.m.
Teleconference

Advisory Body Members Present: Hon. David Edwin Power, Chair, Hon. William F. Highberger, Vice-Chair, Hon. James L. Stoelker, Hon. Vanessa W. Vallarta, Ms. Linda Romero-Soles, Ms. Christina M. Volkers, Mr. Michael M. Roddy, Ms. Jeanine D. Tucker

Advisory Body Members Absent: Hon. Donald Cole Byrd

Others Present: Mr. Curt Soderlund, Mr. Gerald Pfab, Mr. Patrick McGrath, Ms. M.R. Gafill, Mr. Nick Turner, Mr. Kenneth Kachold, Ms. Gisele Corrie, Mr. Price Eres, Ms. Christa Jennings, Ms. Peggy Symons, Ms. Michele Allan, Ms. Angela Guzman

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:00 p.m., and took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the November 3, 2014, Trial Court Facility Modification Advisory Committee meetings.

PUBLIC WRITTEN COMMENT

The committee received public comments from the Santa Barbara, Nevada, Solano and Tulare Superior Courts. To ensure appropriate review of these comments, they will be placed on the agenda for discussion at the January 16, 2015, committee meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1 – 6)

Action Item 1 – (Action Required)

Summary: List A – Emergency Facility Modification Funding (Priority 1)

Action Requested: Staff recommends 104 projects for a total of \$1,514,794 to be paid from funds previously encumbered for emergency funding.

Action: *The advisory committee unanimously approved List A, after review and discussion.*

Action Item 2 – (Action Required)

Summary: List B – Facility Modifications Less than \$50k (Priority 2)

Action Requested: Staff recommends 101 projects for a total of \$895,558 to be paid from funds previously encumbered for facility modifications less than \$50k.

Action: *The committee directed staff to remove FM-0053892 from the list. By committee definition this is a security upgrade project and cannot be funded as a FM. With this adjustment the advisory committee then unanimously approved List B, after review and discussion.*

Action Item 3 – (Action Required)

Summary: List C – Cost Increases Over \$50k

Action Requested: Staff recommends three projects for a total cost increase to the Facility Modification Program Budget of \$586,442.

Action: *The advisory committee unanimously approved List C, after review and discussion.*

Action Item 4 – (Action Required)

Summary: List D – Facility Modifications Over \$50k

Action Requested: Staff recommends 12 projects for a total cost to the Facility Modification Program Budget of \$11,933,621.

Action: *The advisory committee unanimously approved List D, after review and discussion.*

Action Item 5 – (Action Required)

Summary: List F – Court-Funded Facilities Requests (Facility Modifications)

Action Requested: Staff recommends two Court-Funded Facilities Requests for review and approval.

Action: *The advisory committee unanimously approved List F, after review and discussion.*

Action Item 6 – (Action Required)

Summary: Review and discussion of the *Annual Report of the Trial Court Facility Modification Advisory Committee for Fiscal Year 2013-2014*

Action Requested: Provide input and additions to draft document post court comment and approve release to E&P upon revision.

Action: *The advisory committee unanimously approved the draft report and approved release to E&P.*

A D J O U R N M E N T

There being no further meeting business, the meeting was adjourned at 12:50 p.m.

Approved by the advisory body on enter date.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 1 – (Action Required) – Minutes of the November 3, 2014, Trial Court Facility Modification Advisory Committee meeting

Summary:

Review changes to the approved minutes of the November 3, 2014, Trial Court Facility Modification Advisory Committee meeting

Supporting Documentation:

- Revised meeting minutes from the November 3, 2014, Trial Court Facility Modification Advisory Committee meeting

Action Requested:

Review and approve modification made to Item 2 of the November 3, 2014, minutes.



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

www.courts.ca.gov/tcfmac.htm
tcfmac@jud.ca.gov

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

November 3, 2014
10:00 a.m. - 4:00 p.m.
Sacramento Field Office

Advisory Body Members Present: Hon. David Edwin Power, Chair, Hon. William F. Highberger, Vice-Chair, Hon. Donald Cole Byrd, Hon. James L. Stoelker, Hon. Vanessa W. Vallarta, Ms. Linda Romero-Soles, Ms. Christina M. Volkers, and Mr. Michael M. Roddy

Advisory Body Members Absent: Ms. Jeanine D. Tucker

Others Present: Mr. Curt Soderlund, Mr. Patrick McGrath, Ms. M.R. Gafill, Mr. Nick Turner, Mr. Kenneth Kachold, Mr. Dan Hutton, Ms. Gisele Corrie, Mr. Price Eres, Ms. Christa Jennings, Ms. Maura Clark, Ms. Peggy Symons, Mr. Rob Uvalle, Ms. Michele Allan, Ms. Angela Guzman, Ms. Tish Allan, Mr. Eric Schnurpfeil

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 10:00 a.m., and took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the August 25, 2014, Trial Court Facility Modification Advisory Committee meetings.

PUBLIC WRITTEN COMMENT

No public written comments were received.

DISCUSSION AND ACTION ITEMS (ITEMS 1-11)

Item 1

Facility Modification Project List Review and Discussion (Action Required)

The advisory committee reviewed and discussed Facility Modifications (FMs) categorized in the identified lists below.

- List A – Emergency FM Funding (Priority 1);
 - 52 Priority 1 FMs were approved with an estimated cost to the Facility Modification Program budget of \$2,019,539.
- List B – FMs Less than \$50k;
 - 91 FMs less than \$50k were approved with an estimated cost to the Facility Modification Program budget of \$687,710.

- List C – Cost Increases Over \$50k;
 - 5 FMs required cost increases over \$50k, for a total increase to the Facility Modification Program budget of \$542,521.
- List D – FMs Over \$50k; and
 - Items 1-21 were recommended for funding with a total potential cost to the Facility Modification Program budget of \$6,306,462.
- List F – Court-Funded Facilities Requests – FMs
 - One Court-Funded Facilities Request was received from San Joaquin Superior Court.

Action: The advisory committee unanimously approved lists A, B, C, D, and F, after review and discussion. FM-0036208 for Santa Cruz Main Courthouse was removed from List D – FMs Over \$50K after discussion among the advisory committee. The advisory committee agreed that this facility modification seemed to be a system enhancement and not a like-for-like replacement, therefore, more information is needed before this project can be approved for funding.

Item 2

Facility Modification Requested from Placer Superior Court (Action Required)

Report on the status of project scope evaluation and program potential for funding Priority 3 projects.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: ~~This project is prioritized as a Priority 3. The committee will consider the project at its January 2015 meeting, as the facility modification budget may allow limited Priority 3 funding in January.~~ This project is prioritized as a Priority 3. The committee directs staff to include this in the List D for funding approval at January 2015 meeting in the amount of \$1.8 million, subject to deferral if unforeseen P1 and P2 spending requirements arise in the meantime.

Item 3

Facility Modification Requested Merced Superior Court (Action Required)

Report on the status of project scope evaluation and program potential for funding Priority 3 projects.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: This project will be considered again in January 2015. Currently, security enhancements have not been approved for funding by the committee due to budget limitations.

Item 4

Fiscal Year 2015-2016 Budget Change Proposals – Status Update (No Action Required)

Status updates on the Department of Finance response to the FY 15-16 Budget Change Proposals.

Presenter: Ms. Gisele Corrie, Senior Financial Manager

Action: No action required.

Item 5

Fiscal Year 2013-2014 Operational Budget - Expenditure Review (Action Required)

Informational presentation as requested by the advisory committee to review expenditures from fiscal year 2013-2014 relative to the operational budget.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: The advisory committee reviewed and approved staff recommendations to request an increase in Appropriation Authority for FY 14-15 and FY 15-16, develop and awareness campaign to potentially include Department of Finance, Legislative Analyst Office, Court Executives Advisory Committee, and Trial Court Presiding Judges Advisory Committee, and to enlist support for program advocacy from the Judicial Council and Trial Court Leadership.

Item 6

Fiscal Year 2013-2014 Utility Expenditure Review (No Action Required)

Informational presentation as requested by the advisory committee to review expenditures from fiscal year 2013-2014 relative to utility expenditures.

Presenter: Ms. Laura Sainz, Manager

Action: No action required.

Item 7

Solar Power Purchase Agreements (No Action Required)

Informational presentation as requested by the advisory committee to review process involved in obtaining a solar power purchase agreement.

Presenter: Ms. Laura Sainz, Manager

Action: No action required.

Item 8

Department of Finance Deferred Maintenance Report (Action Required)

Review and discuss the Department of Finance deferred maintenance report. Staff is requesting approval to release the report to the Department of Finance.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: The advisory committee approved the format of the report and directed staff to release the report to the Department of Finance.

Item 9

Staffing – Facilities Management Program (No Action Required)

Informational presentation as requested by the advisory committee to review current staffing status and constraints.

Presenter: Mr. Jerry Pfab, Senior Manager

Action: No action required.

Item 10

California Rule of Court 10.65 (Trial Court Facility Modification Advisory Committee) (No Action Required)

Review and discuss CRC 10.65 and implications to advisory body.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: No action required.

Item 11

Confirm 2015 Meeting Dates (Action Required)

Discuss any scheduling conflicts with the proposed 2015 meeting dates.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action: The advisory committee unanimously approved a meeting schedule for 2015.

A D J O U R N M E N T

There being no further meeting business, the meeting was adjourned at 2:00 p.m.

Approved by the advisory body on 12/15/2014.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

**Action Item 2 – (Action Required) - List A – Emergency
Facility Modification Funding (Priority 1)**

Summary:

List A – Emergency Facility Modification Funding (Priority 1)

Total Project Count:	51
Total Potential FM Budget Share of Cost:	\$841,252

Supporting Documentation:

- List A - Emergency Facility Modifications (Priority 1)

Action Requested:

Ratify Judicial Council Staff preliminary decision for execution approval of List A – Emergency Facility Modifications (Priority 1).



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
1 FM-0054198	San Diego	Kearny Mesa Traffic Court	37-C1	1	HVAC - Replace condenser fan motors and blades, also installed new wires to motors for AHU #2. Tested and placed unit back in operation. HVAC #2 not providing cool air. Two condenser fans went out at the same time, need to replace.	\$ 3,413	\$ 3,413	In Work	100.00
2 FM-0054200	Los Angeles	Norwalk Courthouse	19-AK1	1	HVAC - VFD's for Air Handler #2 - Removed and replaced Currently the supply motor to the AHU stopped causing no supply air to the building.	\$ 4,588	\$ 3,901	In Work	85.03
3 FM-0054201	Los Angeles	Pasadena Courthouse	19-J1	1	Plumbing - Set-up containment - Electrical room fully contained, plastic sheeting placed on entrance door 5ft x 8ft x 8ft; environmental testing, Remove and replace a section of cracked drain pipe, drying equipment set up and build back. Water dripping from ceiling into electrical room of the 3rd floor kitchen.	\$ 10,000	\$ 6,935	In Work	69.35
4 FM-0054212	Alameda	Gale - Schenone Hall of Justice	01-E1	1	Electrical - Lockdown System for Court 705 - trace the existing circuit and isolate damaged wiring, pull new wire to courtroom, remove and replace one (1) damaged electric deadbolt and one (1) relay to the logic	\$ 13,175	\$ 13,175	In Work	100.00
5 FM-0054214	Los Angeles	Burbank Courthouse	19-G1	1	HVAC - IT Cooling - Remove and replace the failed spit system that supplies the telecomm Room, without this cooling unit the IT room could overheat causing the computer systems to fail, interrupting court business.	\$ 10,750	\$ 9,757	In Work	90.76
6 FM-0054215	Los Angeles	Torrance Courthouse	19-C1	1	Interior Finishes - Set-up containment, conduct environmental testing, and replace twenty (20) 1'x1' fallen ceiling tiles. The ceiling tiles were found on the desk in room 325 and remediation is in progress for safety.	\$ 6,482	\$ 5,519	In Work	85.14
7 FM-0054216	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Replace domestic hot water pump and valves. Currently water is leaking from the pump and if it fails there will be no water to the building.	\$ 4,351	\$ 3,700	In Work	85.03
8 FM-0054224	Los Angeles	Torrance Courthouse	19-C1	1	Roof - Water remediation, contain leaking, and dry leak affected areas. Rain Water penetrating roof and leaking into 5th Floor, Dept. J. No Court Impact.	\$ 10,035	\$ 8,544	In Work	85.14



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
9 FM-0054225	Los Angeles	El Monte Courthouse	19-O1	1	Interior Finishes - Water remediation, Set up 7ft x 9ft x 9ft containment in Pre Trial Office, renovate leak damaged areas, ACM testing. Rain Water Leaked into 1st Floor Pre-Trial Office and 3rd Floor County Offices.	\$ 10,111	\$ 5,877	In Work	58.12
10 FM-0054226	Los Angeles	Pasadena Courthouse	19-J1	1	Interior Finishes - Water remediation, contain leaking, and dry leak affected areas, ACM testing. Rain Water Leaks: 6th Floor Dept. G., 3rd Floor Men's Restroom, 2nd Floor Men's Public Restroom and Public Hallway.	\$ 13,961	\$ 9,682	In Work	69.35
11 FM-0054227	Los Angeles	Pomona Courthouse South	19-W1	1	Interior Finishes - Water remediation, set up containments: Sheriff's Office - containment 6ftx10ftx 10ft, Kitchen - containment 6ftx6ftx10ft, 4th thru 6th Public Lobbies 8 containments 4ftx 4ftx10ft, dry leak affected areas, ACM testing, water pumped off roof, cracks on roof were sealed over the Sheriff's office, section of drain pipe replaced in kitchen, Build-back. Rain Water Leaks 4th - 6th Flr Public Lobbies, 7th Flr Sheriff Depart. and 7th Flr Kitchen/Cafeteria.	\$ 13,843	\$ 12,617	In Work	91.14
12 FM-0054228	Los Angeles	Burbank Courthouse	19-G1	1	Interior Finishes - Remediation of rain water intrusion to employee lunch room, setup double wall 6mil poly plastic containment with decontamination entrance, setup dehumidifying and air drying equipment within the containment to remove/extract water and moisture from the walls and carpet, complete initial and clearance ACM testing, demo old epoxy joint sealant compound from the seam along the exterior wall and sally-port driveway approximately 100', re-seal the seam/joint along the exterior wall and driveway with new sealant compound.	\$ 12,875	\$ 12,875	In Work	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
13 FM-0054230	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC – Air Handling Unit #12-4 Breaker, Contacts and Motor Burnt out. AHU supplies the 11th and 12th floor. Replaced 15hp motor, pulleys and belts. Replaced 480 volt 3 pole 40 amp breaker	\$ 4,250	\$ 4,250	In Work	100.00
14 FM-0054231	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Interior Finishes - Water remediation due to Exterior water intrusion patch repairs have been completed on roof along the area. Environmental testing conducted (1) dehumidifier has been setup within each containment. Containment in office 19-101, approximately 2' x 3' x 9' 6mil double walled poly plastic with decontamination area. Containment in office 19-104, approximately 7' x 9' x 9' 6mil double walled poly plastic with a decontamination area. Replacement of Acoustic ceiling tiles.	\$ 8,250	\$ 8,250	In Work	100.00
15 FM-0054232	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Interior Finishes – Water remediation due to exterior water intrusion. Replacement of several damaged acoustic tiles. Patch repairs to the roof along the area. plastic diversion installed to catch residual water. (1) Dehumidifier has been setup within each containment. Containment in office 19-301, approximately 2' x 3' x 9' 6mil double walled poly plastic with decontamination area. Containment in office 19-902, approximately 7' x 9' x 9' 6mil double walled poly plastic with a decontamination area.	\$ 8,250	\$ 8,250	In Work	100.00
16 FM-0054233	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Interior Finishes - Water remediation, cracked wye pipe fitting in drain pipe, Replacement of the 6" x 8" x 8" wye pipe fitting. 5' x 6' x 9' 6mil double walled poly plastic containment with a decontamination area.	\$ 9,750	\$ 9,750	In Work	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
17	FM-0054237	Los Angeles	Airport Courthouse	19-AU1	1	Interior Finishes - Water Remediation, containment and dry leak affected area. Replaced defective interior window seal. 7th Floor Lobby window is leaking due to rain	\$ 11,056	\$ 8,532	In Work	77.17
18	FM-0054240	Los Angeles	Norwalk Courthouse	19-AK1	1	Roof - Roof Leaking into 7th Floor Jury Assembly Room Staff Office. Set up containment and dry leak affected area. Set up containments for the Jury Assembly (3ft x 10ft x 14f) and room 101 (3ft x 6ft x 10ft) and room 104E fully contained. Plastic sheeting placed on entrance doors. 12ft x 24ft x 10ft, dry leak affect areas, ACM testing, build back. Roof Leaking into Jury Assembly, Room 101 Clerk Filing & 104E Family Law workshop.	\$ 36,013	\$ 30,622	In Work	85.03
19	FM-0054241	Mendocino	County Courthouse	23-A1	1	Interior Finish - Roof project materials are dissolving in rain water, going down the down spouts into the storm drains. City Hazmat and County Hazmat is on site. JOC Contractor reimbursement will be processed.	\$ 5,000	\$ 3,381	In Work	67.62
20	FM-0054249	Los Angeles	Torrance Courthouse	19-C1	1	Electrical - Replace gaskets for head gasket cover, oil pan gasket, and side block gasket cover. Generator is leaking oil.	\$ 3,381	\$ 3,057	In Work	90.43
21	FM-0054251	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Elevators, Escalators, & Hoists - Refurbish Judge's elevator #6, multiple parts replacement due to continual failures.	\$ 49,200	\$ 49,200	In Work	100.00
22	FM-0054252	Los Angeles	Airport Courthouse	19-AU1	1	HVAC-Install a new dedicated A/C Unit (4-Ton Ducted Split for Cooling only), fire/life system monitor, T-Bar ceiling install for a drop ceiling. Court has converted the telephone room into a server room and there is no cooling in the server room. The room temperature reached critical temperature, which could cause the servers to fail for the courthouse.	\$ 75,400	\$ 58,186	In Work	77.17
23	FM-0054254	Alameda	Wiley W. Manuel Courthouse	01-B3	1	HVAC - Replace failed fan wheels, fan shaft, bearings, sheeves and belts on "AC-1"	\$ 19,789	\$ 19,789	In Work	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
24	FM-0054256	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Interior Finishes - Water remediation, set up containment, dry leak affected area, testing and build-back. 8ft x 5ft portion of wall is wet.	\$ 10,595	\$ 10,595	In Work	100.00
25	FM-0054257	San Diego	East County Regional Center	37-I1	1	HVAC - Replace Failed VFD and Hardware - Place system in service, complete the drives setup and warranty start-up documentation. VFD is completely inoperable due to age and normal wear over time. Depart. 3, 4 and Public Lobby are without air, do to outage.	\$ 5,090	\$ 5,090	In Work	100.00
26	FM-0054258	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Hot water pump #2, pump impeller seized inside housing causing motor to over amp and repeatedly tripping breaker. Pump housing was removed, new electrical conductors installed & pump housing rebuilt. Hot water pump #1 leaks. Unit was disassembled and taken off-site to rebuild mechanical seal.	\$ 13,675	\$ 12,928	In Work	94.54
27	FM-0054260	Los Angeles	Whittier Courthouse	19-AO1	1	Roof - Water remediation; set up containment 12ftx12ftx8ft, office fully contained. Plastic sheeting was placed on the both entrance doors. Contain leaking, dry leak affected areas, ACM testing, and replace approximately 10 ceiling tiles. Rain Water leaking through roof into 3rd Flr Jury Assembly Manager's office.	\$ 8,989	\$ 7,769	In Work	86.43
28	FM-0054261	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Plumbing – Replace (1) 2 1/2” Cooper tee, (4) 2 1/2” Copper elbow, (2) Copper couplings, and (4) pipe hangers with all thread on the 1st floor. Replace (2) 3/4” Copper couplings, (2) 3/4” ball valves, and (2) 3/4” x 4” of pipe on the 4th floors. Containment (Approx. 4’ x 7’) was set up in the 4th women’s restroom with drying equipment in place. Air testing was executed with Negative results	\$ 10,270	\$ 8,265	In Work	80.48



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
29	Los Angeles	Pasadena Courthouse	19-J1	1	HVAC – Cooling Tower leaked into building, through roof via footings, causing a flood on three (3) Floors (4, 5, & 6). Large chunks of concrete fell through ceiling damaging state assets. Remediation testing/clearance were conducted in affected areas. Containment was set up on floors and walls totaling 61,216 sf with 18 decontaminating chambers. Carpets were cleaned and sanitized totaling 15,576 sf. Eighty-five (85) ft of cove base reset and holes drilled for injection system. Flood caused an impact to Court operations prompting emergency P1 response.	\$ 173,281	\$ 120,170	In Work	69.35
30	Los Angeles	Torrance Courthouse	19-C1	1	Exterior Shell- Water remediation, set up containment 5'x7'x10', ACM testing, replace 4ceiling tiles and restored three sections of roof to stop leaking. Several roof leaks, rain water penetrating from the roof into the foyer of Depart. L on 5th floor.	\$ 6,607	\$ 6,607	In Work	100.00
31	Los Angeles	Downey Courthouse	19-AM1	1	HVAC - Replace fan blade and motor assembly for Cooling Tower #1. Fan blade assembly needs to be replaced.	\$ 26,800	\$ 22,432	In Work	83.70
32	Los Angeles	Pasadena Courthouse	19-J1	1	HVAC - Replace the frozen Isolation Valves, control items and the Isolation Valves on the Condenser Water System. Chiller #2 not cooling properly, not producing chilled water.	\$ 83,903	\$ 58,187	In Work	69.35
33	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Remove & replace 70ft of 6" Cast Iron Pipe, 24ft of 10" Cast Iron Pipe & 20ft of 4" Cast Iron Pipe due to leaks throughout storm drain lines in Employee & Judges parking structure.	\$ 38,971	\$ 25,772	In Work	66.13
34	Los Angeles	Monrovia Training Center	19-N1	1	Interior Finishes - Water remediation, contain leaking, and dry leak affected areas, ACM Testing. Technician patched cracks on the roof. Roof Leak, water leaking through ceiling.	\$ 8,997	\$ 6,324	In Work	70.29
35	Los Angeles	Pasadena Courthouse	19-J1	1	Roof - Water containment remediation effort including carpet cleaning and ACM testing covered a total of 37 square feet. A quantity of 6 - 2'x2' tiles were replaced, 2- dehumidifiers, and 2 – Axial air fans.	\$ 9,267	\$ 6,427	In Work	69.35



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
36 FM-0054285	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	1	Interior Finishes - Water remediation, contain leaking, and dry leak affected area. Remove and install 6x9 of carpet and 6x4 of dry wall. Replace defective gasket on the door frame. Rain Water penetrating through exterior corner door jam.	\$ 13,746	\$ 9,621	In Work	69.99
37 FM-0054286	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	1	Interior Finishes - Water remediation, contain leaking, and dry leak affected areas. Rain Water intrusion through expansion joints on employee bridge walkway into the Basement. Remove and replace defective expansion joints (250 linear feet). Remove and replaced 3 ceiling tiles.	\$ 13,978	\$ 9,783	In Work	69.99
38 FM-0054287	Los Angeles	Inglewood Juvenile Court	19-E1	1	Roof - Water remediation, contain leaking, and dry leak affected areas, ACM testing. Remove and install 4'x4' 5/8 drywall and painted. Applied roof patch material to the roof area. Rain Water leaking from roof into the 2nd floor Men's Public Restroom	\$ 11,359	\$ 9,176	In Work	80.78
39 FM-0054288	Los Angeles	Torrance Courthouse	19-C1	1	Interior Finishes - Water remediation, containment (10'x10'x6'),ACM testing and dry leak affected areas. Replace defective window seal (10'x10') - Rain Water penetrating window seal	\$ 10,238	\$ 8,717	In Work	85.14
40 FM-0054289	Los Angeles	Inglewood Juvenile Court	19-E1	1	Interior Finishes - Water remediation, contain leaking, and dry leak affected areas, ACM testing. Remove and replaced 1'x1' section of drywall ceiling. Painted the affected area and patched a 5'x5' of roof. Rain water leaking into Judge's Chambers.	\$ 12,560	\$ 10,146	In Work	80.78
41 FM-0054290	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing- Water remediation, contain leaking, set up containment (4x4x10), dry leak affected areas, ACM testing. Replaced 20' of cracked 6 cast iron storm drain line inside the ceiling of Lockup on the 5th floor.	\$ 12,240	\$ 10,421	In Work	85.14
42 FM-0054291	Los Angeles	Torrance Courthouse	19-C1	1	Exterior Shell - Water remediation, contain leaking, containment (4'x10'x7). Water intrusion from outside planters into the Basement Hallway right outside of Lock-up. Service Provider will be submitting a FM P2 to make repairs	\$ 11,374	\$ 9,684	In Work	85.14



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
43	FM-0054292	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Roofing - Replace broken roof vent pipe and remediate rain water damage inside the public hallway, adjacent to the restrooms causing slip hazard.	\$ 7,490	\$ 6,722	In Work	89.74
44	FM-0054294	Los Angeles	San Fernando Courthouse	19-AC1	1	Interior Finishes - Set-up containment and conduct environmental testing. Currently water is dripping from the ceiling into the secure hallway causing a hazard to court employees. Repair leak in roofing material and replace damaged ceiling tiles.	\$ 8,750	\$ 7,298	In Work	83.41
45	FM-0054296	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Water remediation, set up containments, environmental testing, clean up and disinfect, replace 10 ft of 2" cracked cast iron pipe and plumbing, remove and replace 20 sq ft of ceiling tiles. Holding cell drain pipe is cracked and leaking waste water through to ceiling below.	\$ 13,983	\$ 9,247	In Work	66.13
46	FM-0054297	Los Angeles	Compton Courthouse	19-AG1	1	Fire Sprinkler - Fire Pump water leak from 13th flr pump room onto 12th flr rm 260. Water remediation performed, 7'x11'x7'x11' containment with Decontamination Chamber. Replaced 20ft of ceiling tiles. Water sealed concrete floor in Fire pump room, approx 500sf.	\$ 13,365	\$ 8,838	In Work	66.13
47	FM-0054299	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevators, Escalators, & Hoists - Remove defective generator, transport to shop, rebuild the generator and replace 2 large bearings; return rebuilt generator to site and re-install. Elevator generator failed due to faulty bearings and windings, needs to be rebuilt.	\$ 37,473	\$ 36,446	In Work	97.26
48	FM-0054301	Los Angeles	Compton Courthouse	19-AG1	1	Grounds and Parking - Replaced bent and damaged rods/linkage, removed and straightened additional bent and damaged rods/linkage in roll up gate. Tested operation and returned to service. Skateboarders ran into and body slammed roll up gate, causing damage to gate.	\$ 10,789	\$ 7,135	In Work	66.13



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
Emergency and Priority 1 (List A)

11/26/2014 to 12/26/2014

Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
49 FM-0054312	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Plumbing - Water remediation, set up containments, emergency clean-up, ACM Testing. Plumbing work performed in basement area: Drain domestic water supply, demo old piping and install new copper piping (6", 2", and 1-1/2"). Install ball valve, fittings, butterfly valve w/ handle, flanges, grooved rigid coupling, brass reducer and grooved brass tee. Work performed on the 7th flr - Remove 2" drain line and install new drain line piping, couplings and hangers for support. Remove and replace 200 SF of ceiling tiles.	\$ 53,485	\$ 53,485	In Work	100.00
50 FM-0054316	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Set-up containment, perform environmental testing, and replace 10 feet of 2.5" copper domestic cold water supply line. Currently water is dripping into the secured hallway on the 6th floor creating a slip hazard.	\$ 13,653	\$ 12,908	In Work	94.54
51 FM-0054317	Riverside	Hall of Justice	33-A3	1	HVAC - Replace failed main server room HVAC components to sustain court operations. The project will include replacement of Liebert compressor and components, ductless split system, programming and balance. Emergency work will be performed after hours to ensure court opening following Monday.	\$ 41,800	\$ 41,800	In Work	100.00
Total						\$ 1,026,651	\$ 841,252		



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

**Action Item 3 – (Action Required) - List B – Facility
Modifications Less than \$50k (Priority 2)**

Summary:

List B – Facility Modifications Less than \$50k (Priority 2)

Total Project Count:	64
Total Potential FM Budget Share of Cost:	\$619,677

Supporting Documentation:

- List B – Facility Modifications Less than \$50k (Priority 2)

Action Requested:

Ratify Judicial Council Staff preliminary decision for execution approval of List B – Facility Modifications Less than \$50k (Priority 2).



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
1 FM-0047040	Los Angeles	Torrance Courthouse	19-C1	2	Grounds-Replace broken curb (35 lf) and concrete (350 sf) causing trip hazard in parking lot, remove tree roots to prevent further damage. Apply hot asphalt in damaged area.	\$ 9,264	\$ 9,264	Unfunded	100.00
2 FM-0051815	Merced	Old Court	24-A1	2	Safety - Prep and patch any areas of spalled concrete, prime and finish paint the entire area under the soffits and the fascia/front face of the roof overhangs. Replace 8 failed downspouts. - The underside of the existing eaves have several areas that are showing signs of the concrete spalling that could fall onto passers-by below	\$ 42,611	\$ 42,611	Unfunded	100.00
3 FM-0052959	San Diego	South County Regional Center	37-H1	2	COUNTY MANAGED - Fire Protection - The existing fire suppression system's post indicator valve (PIV) is badly deteriorated and needs to be replaced along with the addition of a tamper switch and replacement of fire main shut off valve and check valve.	\$ 26,377	\$ 26,377	Unfunded	100.00
4 FM-0053010	Los Angeles	Beverly Hills Courthouse	19-AQ1	2	Plumbing - Refurbish and install fuel monitoring system to bring above ground storage tank into compliance with code. The external surface is corroded, has defects on its anchors and supports. Tank has no monitoring system to properly monitor the fuel level, overfill alarm or other parameters.	\$ 31,592	\$ 25,122	Unfunded	79.52
5 FM-0053041	Modoc	Barclay Justice Center	25-A1	2	Fire Protection - State Fire Marshal - Fire Safety Correction Notice: Replace the existing FACP with a Game well-FCI S3 panel, smoke detectors, pull boxes, and strobes in the Courtroom addition. Install new smoke detectors, pull boxes, strobes, and enunciator in the Administration area	\$ 35,000	\$ 35,000	FY 14-15	100.00
6 FM-0053395	Riverside	Hall of Justice	33-A3	2	HVAC - Pony Chiller - Remove and replace one York ZB41-B4675S COMPRESSOR of two compressors of the buildings pony chiller with New York Compressor ZB41-B4675S and also replacing the filter drier, refrigerant and contactor. The compressor has grounded out on circuit #1 with contactor points fused together and bad points. The pony chiller has been utilized more often to assist in bringing the chilled water temperature down due to the main chillers dropping out on high condenser water...	\$ 21,316	\$ 21,316	FY 14-15	100.00
7 FM-0053397	San Bernardino	Needles Courthouse/Clerk's Office	36-K1	2	COUNTY MANAGED - Exterior Shell- Reseal the concrete exterior of the building approx- 34,950SF. Existing sealant and lower paint layers are cracking and exposing the block. Work is necessary to prevent water intrusion in the rainy season. Scope includes clean & pressure wash walls, seal & repair cracks	\$ 17,000	\$ 17,000	FY 14-15	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
8 FM-0053445	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Electrical - Replace 2500 amp breaker - Currently a 2500 amp breaker at the main panel is not resetting properly, this breaker controls the power to the penthouse on the roof where the chiller plant and boiler plants are located. If the breaker trips there is high probability that it will not reset and the court will lose the cooling and heating to the building.	\$ 18,285	\$ 12,798	Unfunded	69.99
9 FM-0053481	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Plumbing - Shut off and drain entire building, replace dual backflow preventers and isolation valves, restore water service to the building and restart buster pumps. The dual domestic water backflow preventers did not pass annual inspection and the isolation valves are bypassing water when in the close position. Replacement is code required.	\$ 24,032	\$ 16,532	Unfunded	68.79
10 FM-0053491	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Fire Protection -Replace (35) pull stations throughout the facility that failed to activate the building Fire alarm system. Labor to include removal and replacement of failed pull stations and re- testing of the fire alarm system prior to re-calling the inspection. Replace (1) poorly-functioning fire bell. Work is required to pass annual fire alarm test.	\$ 16,375	\$ 11,264	Unfunded	68.79
11 FM-0053541	Los Angeles	Santa Monica Courthouse	19-AP1	2	Interior Finishes - Set-up containment and drying equipment, conduct environmental testing, replaced 2 ft of 1 1/2" piping and fitting, replaced one 90 and coupling, repaired hangers and supports, and installed new ceiling tiles. This work was completed as a P1 emergency due to water leaking into Room 202B, file storage room.	\$ 18,356	\$ 14,408	Unfunded	78.49
12 FM-0053946	Los Angeles	Glendale Courthouse	19-H1	2	Roof - Perform roof rehabilitation to several areas of the roof, to areas that are in failing condition. The Following work will be done. Main Deck- Roof Membrane, Roof Blister & Roof Drains restored to a better state. Penthouse- Roof Blisters & Roof Penetration will be restored to a better state. Lower Deck- Pitch Pocket & Drains will be restored to a better state. Rear Lower Deck- Roof Membrane and Condensate Drain will be restored to a better state. Lower Canopy- Leaves will be removed. Penthouse/Rear Lower Deck- Insert roof Membrane Blanket. Approx. 2,850 SQ/FT of rehabilitation	\$ 19,010	\$ 17,212	Unfunded	90.54
13 FM-0054036	Los Angeles	Metropolitan Courthouse	19-T1	2	Interior Finishes - Water remediation, set up containments, disinfect area, dehumidifiers and fans were placed to remove moisture in the leak affected area, and containment is HEPA vacuumed. Build Back of interior, replace 27 sq Ft of ceiling tiles. Replace one 2" P-Trap and eight 2" No Hub Couplings. Replace drain pans on all 8 AHUs. 1st Floor conference room leak from 2nd floor drain.	\$ 30,392	\$ 28,733	FY 14-15	94.54



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
14 FM-0054042	Los Angeles	Chatsworth Courthouse	19-AY1	2	Roof - Renovate failing Pitch Pans and Roof Drains. Approx. 3,500 SQ/FT of work.	\$ 23,482	\$ 19,678	Unfunded	83.80
15 FM-0054180	Los Angeles	Downey Courthouse	19-AM1	2	Elevators, Escalators, & Hoists - Dismantle generator, remove, rebuild, and reassemble. Elevator #3, generator #2 failed and needs to be rebuilt.	\$ 37,042	\$ 31,004	Unfunded	83.70
16 FM-0054195	Santa Clara	Hall of Justice (East)	43-A1	2	Fire Protection - Fire Main Leaking - Remove and replace approximately 14' of 6" failed steel fire water main piping - Install two new pipe hangers in ceiling - Located in the ceiling of Work Station #3 holding - existing piping has failed	\$ 6,970	\$ 6,970	FY 14-15	100.00
17 FM-0054196	Solano	Old Solano Courthouse	48-A3	2	Electrical - Install new access card reader head end software that had been corrupted during electrical power outage and configure - Perform point to point verification at all field controllers and card readers	\$ 4,321	\$ 4,321	FY 14-15	100.00
18 FM-0054197	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Roof - Replace failed flashing at cooling tower support sleeper, support beam brackets, and replace approximately 44 square feet of failed roof membrane layers to eliminate storm water intrusion	\$ 9,751	\$ 8,171	FY 14-15	83.80
19 FM-0054199	San Diego	County Courthouse	37-A1	2	Electrical - Replace all burned out T-12 light bulbs, if ballast is burnt replace with T-8 lights, clean all lense covers. Insufficient lighting in Department-22, Safety and trip hazard, less than 50 % of lights are lit.	\$ 7,987	\$ 7,987	FY 14-15	100.00
20 FM-0054202	Kern	Bakersfield Superior Court Modular	15-A2	2	HVAC - Remove and replace HVAC BARD unit PKU07. HVAC Bard unit inoperable, non salvageable and must be replaced to provide cooling to South East workshop area.	\$ 5,940	\$ 5,940	FY 14-15	100.00
21 FM-0054203	Santa Barbara	Santa Barbara Figueroa Division	42-B1	2	Electrical - Egress Lighting - Remove and replace twenty (20) stairwell lights that have failed or are failing from weather exposure and age. New energy efficient LED lights will be used in this replacement.	\$ 3,430	\$ 3,430	FY 14-15	100.00
22 FM-0054204	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	Electrical - Auxiliary Power - Install five (5) 120volt outlets. One at each AHU unit for condensate pump power.	\$ 2,526	\$ 2,526	FY 14-15	100.00
23 FM-0054205	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	Interior - remediate sound issue - noise transfer issues in HR create employee confidentiality issues. Remediation will cover a total 700sq ft. Add 12 emitters with 3 volume controls to existing system and all required setup and training.	\$ 4,367	\$ 4,367	FY 14-15	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
24	FM-0054206	Kern	Arvin/ Lamont Branch	15-H1	2	HVAC - Replace Failed Compressor - PKU 15 compressor failed and burned out, must be replaced to return unit to full operation.	\$ 3,107	\$ 1,892	FY 14-15	60.91
25	FM-0054207	San Joaquin	Lodi Branch - Dept. 2	39-D2	2	Plumbing - Clogged P-Trap in holding Cell - Saw cut and remove concrete slab to access P-Trap, remove and replace the existing P-Trap which was found to be clogged with concrete.	\$ 5,934	\$ 5,934	FY 14-15	100.00
26	FM-0054208	San Diego	County Courthouse	37-A1	2	Interior Finishes - Install new fire rated Panic Door Locking Mechanism, with vertical bars. Install 20 new Door Sequencers to current Fire Code Requirements. Install 24 Fusible Links to existing door closures. Remove door stop. Work required by State Fire Marshal correction notice.	\$ 3,462	\$ 2,680	FY 14-15	77.42
27	FM-0054209	El Dorado	Johnson Bldg.	09-E1	2	Elevators, Escalator & Hoists - Failed Control Boards - Restore control boards to put elevators back into service. Power outage caused the rack of control boards to fail.	\$ 4,030	\$ 4,030	FY 14-15	100.00
28	FM-0054210	Los Angeles	Inglewood Courthouse	19-F1	2	HVAC - Replace defective compressor#2, install new 1-1/2 HP compressor. Compressor #2 non-operational and compressor is needed for the operation of the HVAC pneumatics. Replacement parts are not available; this model is no longer supported by the manufacturer.	\$ 14,179	\$ 10,572	FY 14-15	74.56
29	FM-0054213	Santa Clara	Terraine Courthouse	43-C1	2	Fire Life Safety - Fire Marshall Correction Notice - Install (2) 48 X 48 sheet rock sections with fire caulking to bring room up to fire code standards, test all self closing fire doors on the 2nd floor qty(5) (If doors and detectors are found to be non-operational, they will be disabled per Fire Marshall request. If they are found to be functional, they will remain in place and noted on the 5 year inspection	\$ 2,812	\$ 2,812	FY 14-15	100.00
30	FM-0054217	Orange	North Justice Center	30-C1	2	HVAC - Renovate Cooling tower by welding two 6" flanges, installing a 6" wye strainer, installing 1.5 inch drain with valve and plug. The Cooling Tower does not have any screens in the plumbing to protect the elements of the system from trash (plastic bags, paper, etc.) getting into the tower and causing clogging or damage to the elements such as the pump and coils.	\$ 4,600	\$ 4,154	FY 14-15	90.31
31	FM-0054218	Los Angeles	Parking Structure Lot 94 Airport Courthouse	19-AU2	2	Fire Protection - Failing Fire Pump - Remove and replace casing relief valve, reconfigure copper drain line, adjust over pressurization of overhead system, replace inoperative light bulbs, and install signage stating "Fire Pump Test Header". Currently the fire pump has leaks and is regulating over 120 PSI which could cause the pump to not shut off automatically in an emergency situation.	\$ 4,906	\$ 3,786	FY 14-15	77.17



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
32	FM-0054229	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Plumbing - Replace a failed two and a half (2.5) inch fire sprinkler check valve and two Victaulic couplings to eliminate leaks	\$ 7,379	\$ 6,184	FY 14-15	83.80
33	FM-0054239	Alameda	Fremont Hall of Justice	01-H1	2	Plumbing - Replace (4) failed worn out water faucets in the secure holding cells - One in the ladies first floor, Two on the second floor men's holding and One in the men's third floor holding cell	\$ 7,536	\$ 7,536	FY 14-15	100.00
34	FM-0054242	Santa Barbara	Santa Barbara Figueroa Division	42-B1	2	HVAC - Failed Compressor - Remove and replace condenser #1 to return HVAC unit to full functionality, faulty compressor prevented unit from cooling the IT mechanical room and IT server equipment.	\$ 3,200	\$ 3,200	FY 14-15	100.00
35	FM-0054243	Lassen	New Susanville Courthouse	18-C1	2	Interior Finishes - Repair and fill granite counter top hole in the women's administration restroom and men's 1st floor public restroom. Prep and seal bathroom counters to avoid further degradation and costly repair, or replacement efforts in the near future. The existing countertop filler is deteriorating when the counters get wet and needs to be corrected.	\$ 10,500	\$ 10,500	FY 14-15	100.00
36	FM-0054244	Orange	Central Justice Center	30-A1	2	Plumbing - Replace two 3", and two 5" non-functioning gate valves on domestic roof mounted water storage tank. Work to include installing a new nut, bolt and gasket kits, all work to coincide with heat exchanger bundle installation and strainer installation.	\$ 6,357	\$ 5,796	FY 14-15	91.17
37	FM-0054245	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Fire Protection - Failing Sprinkler Control Valves - Remove and replace the sprinkler control valves on floors 4, 6 and 7, they do not do not fully close and need to be replaced. The valves isolate the water supply to each floor for preventative maintenance and repairs and possible flooding without impact to the other floors.	\$ 5,522	\$ 4,415	FY 14-15	79.95
38	FM-0054246	Orange	West Justice Center	30-D1	2	Plumbing - Holding Cell - Replace a water seal around the detention control room to contain grey water intrusion. Reference P1 SWO 1364123	\$ 5,512	\$ 4,998	FY 14-15	90.68
39	FM-0054247	Riverside	Banning	33-G1	2	Plumbing - Replace failed backflow device as a result of test by the City of Banning.	\$ 6,111	\$ 3,689	FY 14-15	60.37
40	FM-0054255	Santa Clara	Hall of Justice (West)	43-A2	2	Plumbing - Leaking water Line - Remove and replace a 15' section of leaking 1 1/4" copper water piping serving the holding area at Work Station #1. Due to the location of the existing piping, additional fittings as well as a new shut off valve will be required to navigate new infrastructure that does not allow for an "as was" replacement.	\$ 6,094	\$ 6,094	FY 14-15	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
41	FM-0054259	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - Remove and replace return fan VFD; Reconnect electrical power and control wiring; Program the new VFD and verify operation; Work to be done (off hours) Existing VFD has failed and cannot be repaired. This is affecting building pressure, making doors difficult to close.	\$ 8,668	\$ 8,668	FY 14-15	100.00
42	FM-0054262	Orange	Harbor Justice Center- Newport Beach Facility	30-E1	2	HVAC - Replace the rusted motor and rusted pulleys for the cooling tower, and align the new pulleys correctly. There is no backup if the cooling tower fails.	\$ 9,288	\$ 7,832	FY 14-15	84.32
43	FM-0054263	San Mateo	Municipal Court Building - Northern Branch	41-C1	2	HVAC - Replace bent Return Air Fan shaft and bearings - Fan is non-operational due to bent fan shaft, causing temperature and static pressure issues (doors not closing)	\$ 12,198	\$ 10,150	FY 14-15	83.21
44	FM-0054264	Los Angeles	Parking Structure Lot 59- Whittier Admin CTR	19-AO2	2	Electrical - Replace seven - 8ft. light fixtures, replace ten - 4ft. light fixtures, and refurbish 240 - 8ft. light fixtures. Lighting fixtures are damaged beyond repair. Currently the lighting fixtures are inoperable due to vandalism and damage, several light fixtures were hit and have missing panels and wiring.	\$ 9,775	\$ 8,449	FY 14-15	86.43
45	FM-0054267	Kings	Corcoran Court	16-D1	2	Interior Finishes - Remove approximately 20 linear feet of water damaged 4"x4" tile cove base and 2 rows of 20 lf of 4"x4" ceramic wall tile. Treat walls for any water damage and replace backer board. Install new replacement 4"x4" tile cove base and new 4"x4" wall tile and grout to match existing tile - Slow leaking relief valve located inside wall caused moisture damage. Valve was fixed on a separate SWO.	\$ 2,511	\$ 2,200	FY 14-15	87.60
46	FM-0054268	Los Angeles	Compton Courthouse	19-AG1	2	Electrical - Replace 25 fixtures and retrofit 22 fixtures of the exit signs and emergency lighting. The annual emergency lighting inspection failed (PM - 2335037). All emergency lighting must be functional throughout the courthouse for public and personnel safety.	\$ 6,970	\$ 4,609	FY 14-15	66.13
47	FM-0054269	Los Angeles	Airport Courthouse	19-AU1	2	Elevators, Escalators, & Hoists - Adjust door lock, return cable and returned elevator to service. Elevator not responding to any calls and doors open.	\$ 2,562	\$ 1,977	FY 14-15	77.17



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
48	FM-0054273	Orange	Harbor Justice Center- Newport Beach Facility	30-E1	2	Fire Protection - Replace original 1973 Simplex fire alarm control panel. Boards in existing panel are obsolete. Failure will require 24-hour fire watch. All devices are non-addressable and are not included in this project.	\$ 31,329	\$ 26,417	FY 14-15	84.32
49	FM-0054274	Sonoma	Hall of Justice	49-A1	2	Interior Finishes - Abatement - Install critical barriers and engineering controls to isolate work areas." Install decontamination facility as needed." Install negative air." Supply asbestos trained and certified personnel." Remove and dispose of approximately 360sf of carpet. Carpet to be disposed of as asbestos containing waste." Remove and dispose of approximately 360sf of asbestos containing floor tile existing under carpet. Removal via hand methods." Remove and dispose of approximately 360s	\$ 9,855	\$ 9,855	FY 14-15	100.00
50	FM-0054276	Orange	Harbor Justice Center- Newport Beach Facility	30-E1	2	Exterior Shell - Gate Operator - Remove and replace failing pressure sensor bottom guide rail of sally port rollup gate. Gate won't auto reverse and could close on a vehicle or a person. Identified during PM 2421234.	\$ 3,100	\$ 3,100	FY 14-15	100.00
51	FM-0054277	Kern	Bakersfield Juvenile Center	15-C1	2	Interior Finishes - Install new surface mounted door closer and adjust closers and latch speeds. Main entrance doors not locking securely.	\$ 2,574	\$ 1,718	FY 14-15	66.76
52	FM-0054300	San Diego	County Courthouse	37-A1	2	Plumbing - Set up containment, environmental testing, replace 20' of sewer piping with 4" cast iron piping and replace 2 condensate pumps from HVAC units. Install new tubing from each pump to copper main 10' away, above ceiling. All piping to be connected to main with mechanical fittings. Replace ceiling tiles. Ceiling tiles are wet from AC units; 4" storm drain has various holes in manager's office.	\$ 13,353	\$ 10,338	FY 14-15	77.42
53	FM-0054302	Fresno	B.F. Sisk Federal Courthouse	10-O1	2	Electrical - Replace microprocessor on automatic transfer switch - Existing microprocessor has failed and Automatic Transfer Switch is not functioning properly.	\$ 6,548	\$ 6,548	FY 14-15	100.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
54 FM-0054303	Orange	Central Justice Center	30-A1	2	Plumbing -There is a leak above chambers restroom on the 2nd floor West wing C-47chambers, leak is located in heat line for HVAC system. We have contacted ATI for remediation of saturated ceiling and to have them set up for drying purposes. Photo's and quotes and cost sheet will be uploaded as soon as they are available.	\$ 6,602	\$ 6,019	FY 14-15	91.17
55 FM-0054304	Fresno	B.F. Sisk Federal Courthouse	10-O1	2	Grounds and Parking - Remove and replace the existing failed rollup door curtain at Judge's secured parking, new curtain will be Industrial Duty steel. The existing motor operator to be reused.	\$ 6,758	\$ 6,758	FY 14-15	100.00
56 FM-0054305	Los Angeles	Alhambra Courthouse	19-I1	2	HVAC - Chiller #2 - Install new infrared water flow switches and add pressure gauges to the condenser and evaporator. New switches will require running new electrical. Head pressure tripped and chill water flow switch failed causing chiller #2 to stop operating.	\$ 3,289	\$ 2,829	FY 14-15	86.00
57 FM-0054306	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	2	Holding Cell - Concrete will be prepared to insure bonding, degrease area, acid wash, apply 1/8 thick coat of Petra polymers, and a final matching final coat. (Cell 4N4 - 145 SF & Cell 41 - 80 SF) Epoxy floor is coming up in sharp pieces on Cell 4N4, Cell 41, and Sheriff are worried that inmates may use as a weapon. This is in a high security felony lock up are that has high traffic.	\$ 10,643	\$ 7,824	FY 14-15	73.51
58 FM-0054307	Los Angeles	Chatsworth Courthouse	19-AY1	2	Plumbing - Remove and replace new booster pump motor, replace gauges, and install new contactor. The booster pump motor is non-functioning which will effect the water to the cooling towers and HVAC system.	\$ 9,470	\$ 7,936	FY 14-15	83.80
59 FM-0054308	Los Angeles	Pasadena Courthouse	19-J1	2	Fire Protection - Fire Alarm - Remove and replace one failed mini module broad and pull station. Reset system and check operations. During earthquake drill, pull station was activated in lobby to set off fire alarm and will not reset at panel.	\$ 2,638	\$ 1,829	FY 14-15	69.35
60 FM-0054310	Los Angeles	Inglewood Courthouse	19-F1	2	Elevators, Escalators, & Hoists - Remove defective door linkage, rebuild linkage and reinstall. Elevator #2 broken door linkage causing elevator door malfunction.	\$ 6,067	\$ 4,524	FY 14-15	74.56
61 FM-0054315	Los Angeles	Pomona Courthouse South	19-W1	2	Fire Protection - Replace Main Fire Alarm Panel CPU, reprogram of CPU panel, and test panel. Fire Alarm Panel malfunctioning due to faulty corrupted main panel board. Causing strobes to activate by itself, activating fire Alarm Panel and sending trouble alarm signal to monitoring company.	\$ 6,136	\$ 5,592	FY 14-15	91.14



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Less Than \$50K (List B)
11/26/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
62	FM-0054318	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	HVAC - Replace failed 30 HP motor for chilled water pump #4. The facility is running on one pump only; loss of the 2nd pump would result in complete loss of cooling.	\$ 6,146	\$ 4,914	FY 14-15	79.95
63	FM-0054319	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	HVAC - Control Valve Activator - Remove and replace Chiller #2 Slide Control Valve Actuator. Currently, when the slide control actuator cover is on, the chiller trips off and will not operate	\$ 6,113	\$ 4,887	FY 14-15	79.95
64	FM-0054320	San Diego	County Courthouse	37-A1	2	Electrical - Build/Set up 30x30 full containment in Dept. 57 - 12 ft ceiling height, replace burned out T-8 and T-12 light bulbs, remove debris and wipe diffusers, ACM testing and final clearance, dispose of hazardous waste. 35% of the lights are out in Dept. 57 including burned out lights over defense counsel table and need to be replaced. Too dark in Dept. 57.	\$ 4,403	\$ 4,403	FY 14-15	100.00
							\$ 703,663	\$ 619,677		



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

**Action Item 4 – (Action Required) - List C – Cost Increases
Over \$50k**

Summary:

List C – Cost Increases Over \$50k

Total Project Count:	3
Total Potential FM Budget Share of Cost:	\$286,383

Supporting Documentation:

- List C – Cost Increases Over \$50k

Action Requested:

Approve Judicial Council Staff recommendation to execute projects on List C – Cost Increases Over \$50k.



FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF TCFMAC FUNDED COST	CURRENT COST ESITMATE	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF CURRENT COST ESTIMATE	NOTES	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
1 FM-0049352	Los Angeles	Beverly Hills Courthouse	19-AQ1	2	Elevators - Major elevator parts failing - Remove and replace the door operator, elevator governor, ropes, roller guides, relays, gears and seals, brushes to the generator and hoist motors and the sheave. These parts are deteriorated and failing.	\$ 78,576	\$ 62,484	\$ 129,747	\$ 103,175	Security Needs - Provide 2 unarmed Security Guards on site daily from 7:30 am to 5pm for the duration of the project. 10 hours daily, 5 days a week for 4 weeks. Facility not designed for proper security envelope. Public is able to enter the secure space via the parking garage elevator. Guard in place to prevent this during construction.	\$ 40,691	In Work	79.52
2 FM-0052291	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Plumbing-Above ground diesel tank - Remove and replace damaged underground diesel tank (Retrofitting is not an option), not in compliance. Scope of work will include engineering and design to install 1,000 gal Modern Welding double wall UL 2085 above ground tank for diesel fuel. Control and Countermeasure (SPCC) requirements. New leak Detection System will be installed with the AST.	\$ 88,667	\$ 71,359	\$ 153,000	\$ 123,134	Plumbing - Fabrication and installation of security fencing around the new Aboveground Storage Tank. Repair cracked drain line. Security fencing needs to be installed around the Aboveground Storage Tank for security issues. Drain line was damaged during excavation of the Underground Storage Tank.	\$ 51,775	In Work	80.48



FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF TCFMAC FUNDED COST	CURRENT COST ESITMATE	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF CURRENT COST ESTIMATE	NOTES	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
FM-3 0052984	Santa Barbara	Santa Maria Courts Building G	42-F5	1	Plumbing - Water Intrusion and Microbial Remediation of Secured stairwell, men's and women's public restroom and water membrane correction of North exterior wall - 3000 square feet of drywall replacement in secured stairwell, men's and women's public rest room damaged as a result of Water Intrusion caused by faulty water membrane on exterior of facility.	\$ 16,171	\$ 15,603	\$ 217,142	\$ 209,520	Exterior Shell - Mold Remediation in Secured Stairwell/Public RRs - Remove 300SF dirt/landscape, HVAC relocation, trench to add 2-layer trench drain & critical barrier. Remove/dispose/restore 1,500SF interior finishes/moldy drywall. Water intrusion to stairwell, men's and women's restroom; Water intrusion from the exterior caused damage to the buildings foundation and basement area.	\$ 193,917	In Work	96.49
						\$ 183,414	\$ 149,446	\$ 499,889	\$ 435,830		\$ 286,383		



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 5 – (Action Required) - Priority 3 Project Requests

Summary: Priority 3 project requests from multiple courts:

- Item 6A – Placer Superior Court
- Item 6B – Merced Superior Court
- Item 6C – Nevada Superior Court
- Item 6D – Santa Barbara Superior Court
- Item 6E – Solano Superior Court
- Item 6F – Tulare Superior Court

Supporting Documentation:

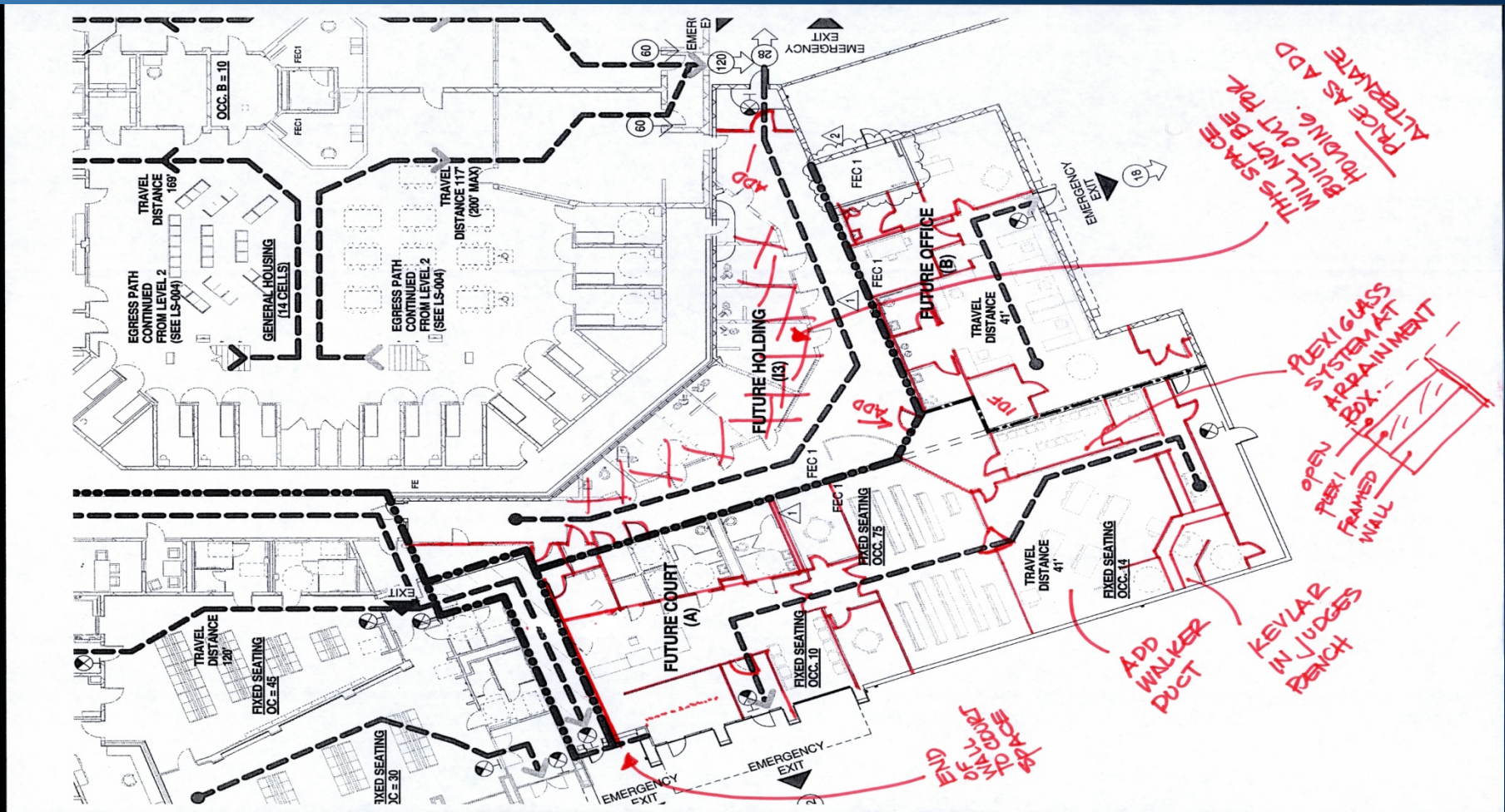
- PowerPoint Slides for Action Item 5

Action Requested:

The committee directed staff to present these Priority 3 projects for funding consideration.

Placer Superior Court Project

- FM-0044228 – Add Arraignment Court in new County Jail Facility – Potential Project ROM - \$2.7M



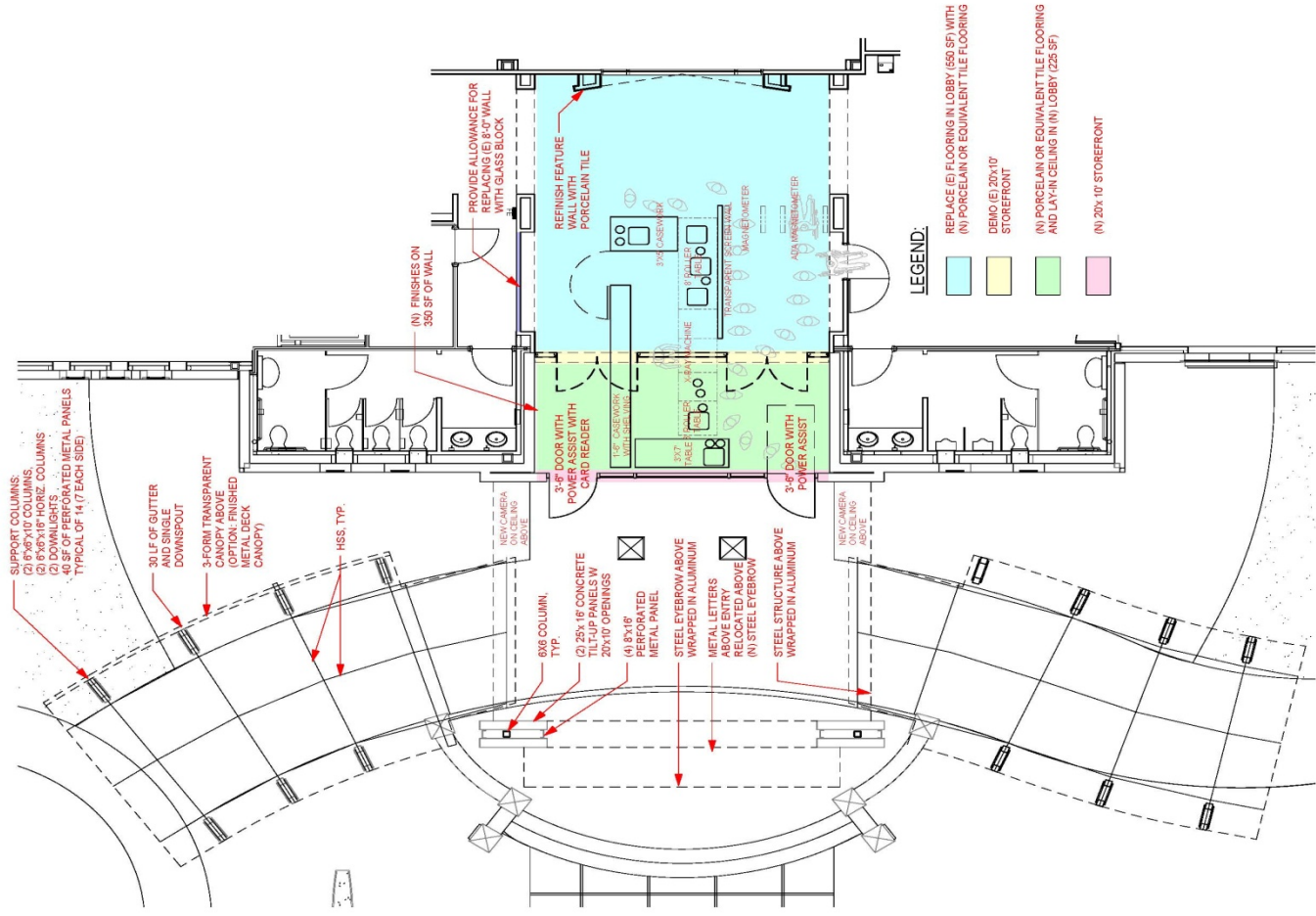
Placer Superior Court Project

- Project Merits:
 - Allows for closure of remote Auburn Facility
 - Consolidates court & county operations
 - Improves court security
 - County potential to partner in project costs for Holding.
- Current Status
 - Prioritized as Priority 3
 - Project ROM is \$2.7M, JCC share \$1.8M, Holding \$900k
 - FM Budget may allow limited P3 funding in January or March.



Merced Superior Court Project

- FM-0044228 – Add Security Vestibule to the facility. Potential Project ROM - \$683k



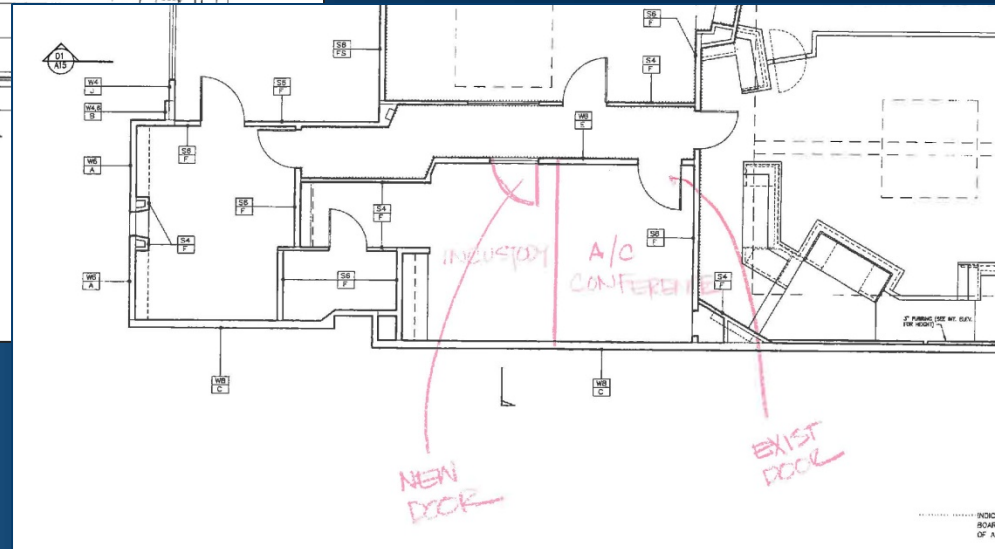
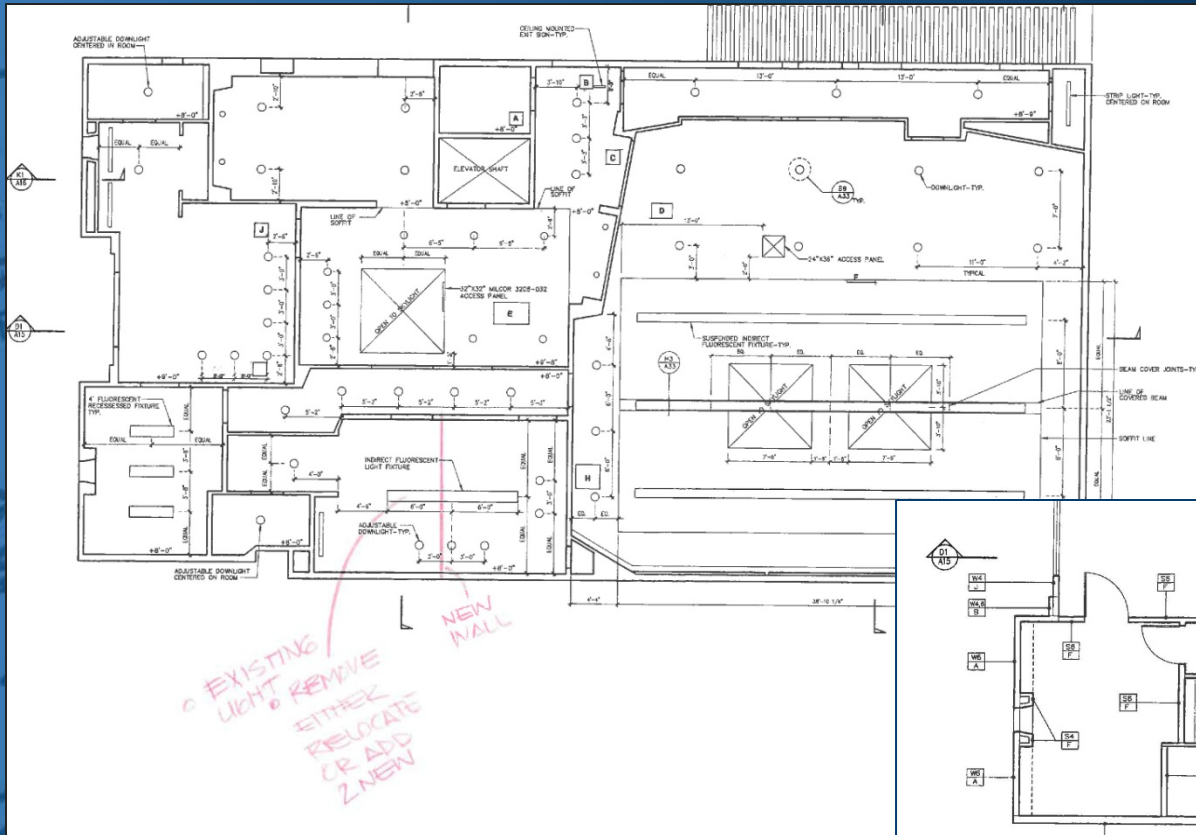
Merced Superior Court Project

- Project Merits:
 - Improves Public access to Justice
 - 2013 had 418,700 court patrons through security
 - Improves court security
 - Was part of County original Design
- Current Status
 - Prioritized as Priority 3
 - Project Budget is \$634,000
 - Currently Security Enhancements have not been approved by the committee for funding.



Santa Barbara Superior Court Project

- FM-0054053 – Construct 3 Attorney/Client Mtg Rms - \$67,154k



JUDICIAL COUNCIL
OF CALIFORNIA

Santa Barbara Superior Court Project

- Project Merits:
 - Allows court to improve operational efficiency consolidating operations into existing space.
 - Critical confidential meeting space is provided.
 - Allows court to relocate storage and eliminate Court funded lease.
- Current Status
 - Prioritized as Priority 3
 - Project Budget is \$67,154 / ROI – 1.37 yrs.
 - Project preliminary scope development is complete.



Nevada Superior Court Project

- FM-0052321 – Install a 27' glass Security Barrier - \$25k



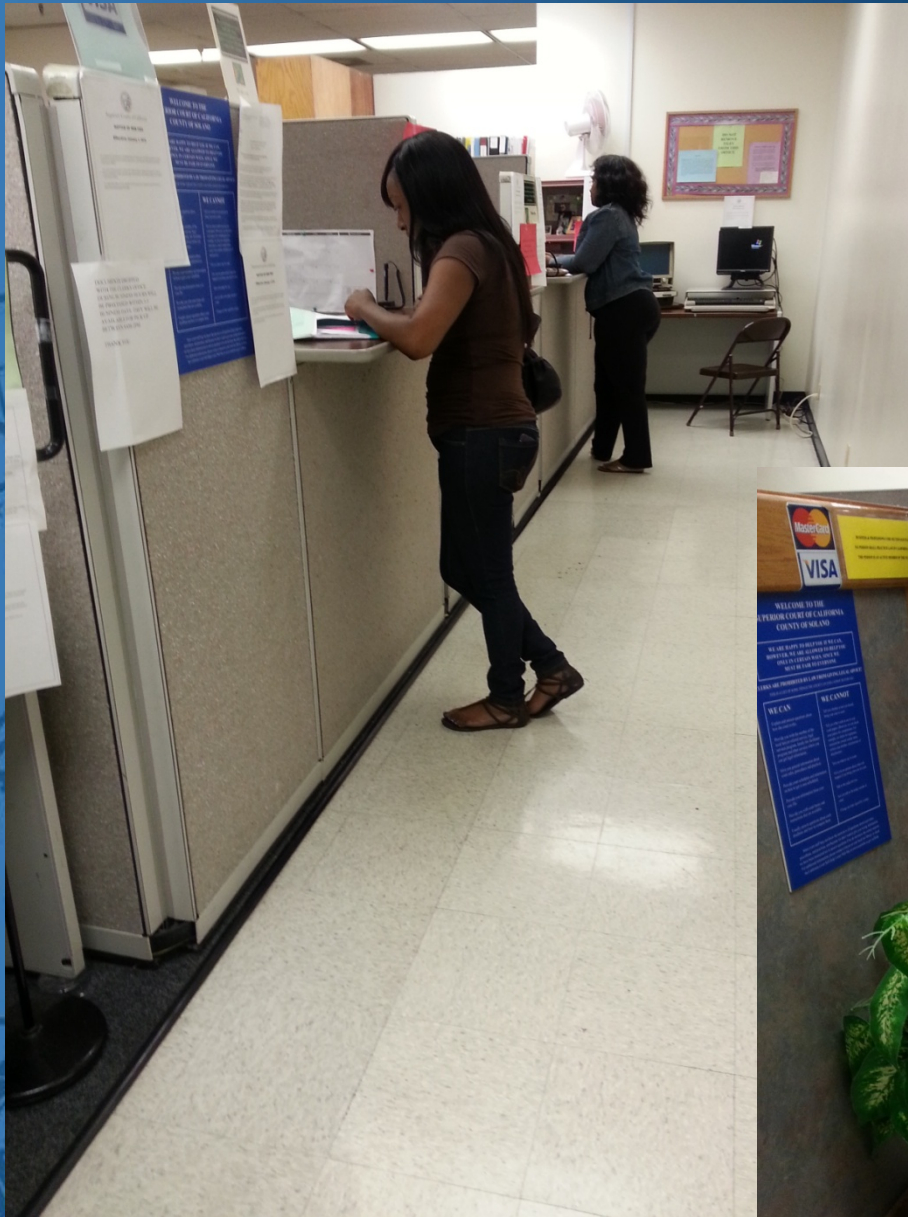
Nevada Superior Court Project

- Project Merits:
 - Improves court security and employee safety.
 - Provides ADA compliant counter space
 - Minimizes potential public access to Chambers and Holding
- Current Status M-0052321
 - Prioritized as Priority 3
 - Project Budget is \$25,000.
 - County would be required to manage the project.



Solano Superior Court Project

FM-0052781 - Install approx
100 lf of barrier wall and
public transaction counter
– \$252,078



Solano Superior Court Project

- Project Merits:
 - Improves court security and employee safety.
 - Aligns design with all other public counters in the facility
 - Minimizes potential public access to Court secured space
- Current Status
 - Prioritized as Priority 3
 - Project Budget is \$252,078.
 - Initial scope development is complete.



Tulare Superior Court Project

FM-0054137 - Extend Judge's bench building new walls and new laminate countertop - \$24,670



JUDICIAL COUNCIL
OF CALIFORNIA

Tulare Superior Court Project

- Project Merits:
 - Improves court security and employee safety in a high volume criminal courtroom.
 - Seals/eliminates direct access to Judge from Holding & the witness stand
 - Provides additional working space for court clerks
- Current Status
 - Prioritized as Priority 3
 - Project Budget is \$24,670.
 - Initial scope development is complete.





JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

**Action Item 6 – (Action Required) - List D – Facility
Modifications Over \$50k and Energy Efficiency Projects**

Summary:

List D – Facility Modifications Over \$50k

Total Project Count:	13
Total Potential FM Budget Share of Cost:	\$4,227,505

Supporting Documentation:

- List D – Facility Modifications Over \$50k

Action Requested:

Approve Judicial Council Staff recommendation to execute projects on List D – Facility Modifications Over \$50k.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Greater Than \$50K (List D)
6/1/2005 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	CUMULATIVE TOTAL OF FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	TOTAL SCORE RANK	FACILITY MODIFICATION PROGRAM % OF COST
1	FM-0054311	Los Angeles	Pomona Courthouse South	19-W1	2	HVAC - Replace (1) hot water coil and (2) chilled water coils, Drain Pan and install new Spring Isolators. ACM testing and remediation. AHU leaking water onto 4th floor Mechanical Room	\$ 110,893	\$ 101,068	\$ 101,068	50	91.14
2	FM-0054219	San Bernardino	Rancho Cucamonga Courthouse	36-F1	2	COUNTY MANAGED - Parking Lot- Demo approx. 225,000 SF, 3 inch depth of asphalt and resurface with approximately 225,000 SF 3 inch thick asphalt & re-stripe. Pour new concrete ADA parking approx. 600 SF and bring up to code. Demo & replace approximately 280 LF broken curbs. Remove & replace thirty (30) trees impacting asphalt & curbs; Slurry seal new asphalt. Currently parking is not up to ADA code in some areas and the asphalt in the parking lot has numerous cracks, pot holes, and uneven areas that pose a tripping hazard.	\$ 510,883	\$ 510,883	\$ 611,951	50	100.00
3	FM-0054250	San Diego	North County Regional Center - South	37-F1	2	COUNTY MANAGED - Shared Cost - HVAC - Demo existing 575-ton York centrifugal water-cooled chiller and install a new replacement chiller to match existing capacities. Chiller #3 has suffered a catastrophic failure, is beyond repair, and needs to be replaced to restore full cooling capacity to the central chiller plant service the NCRC Campus.	\$ 60,480	\$ 60,480	\$ 672,431	70	100.00
4	FM-0052986	Los Angeles	Compton Courthouse	19-AG1	2	Exterior Shell - Remove failing glaze, re-adjust window glass, and apply new wet seal to exterior of 442 windows. Glazing on the windows is failing.	\$ 58,905	\$ 38,954	\$ 711,385	75	66.13
5	FM-0051741	Los Angeles	Long Beach Courthouse	19-Y1	2	Grounds & Parking Lot - Remove, demolish modular office trailer/structure in accord with all safety, health and local and governing regulations; remove all utilities lines such as electrical, drain and water lines and include restoration of the area to be free of all health and safety hazards to the satisfaction of all applicable government regulations and JCC requirements.	\$ 61,908	\$ 61,908	\$ 773,293	85	100.00
6	FM-0054052	Kern	Bakersfield Juvenile Center	15-C1	3	Energy Efficiencies: HVAC - Update VAV Controls to include: 41 WPT-800-T2DP-DB wireless pneumatic thermostats, 1 GBC-810-com WPT green box controller, 1 WPT-800-HUSB Wireless USB hub, 5WPT-800-RWAL wall powered repeaters, 1 LP-FXBAC1P-0 Bacnet IP import driver, wireless thermostat hub repeaters, Bacnet IP integration, Custom programming optimal start/stop etc. - The operating schedule is excessive, controls are limited and antiquated.	\$ 48,500	\$ 32,379	\$ 805,671	66	66.76
7	FM-0054108	Kern	Bakersfield Juvenile Center	15-C1	3	Energy Efficiencies: HVAC - Reactivate and tune up Air Side Economizers for AHU's 1,2,3,4 - Outside sensors need recalibration, providing false readings locking system out at 68 degrees, dampers and economizers not operating properly as a result. Findings stem from PECl review. File completion date of 05/15/15 necessary to capture rebate incentive.	\$ 17,512	\$ 11,691	\$ 817,362	67	66.76



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

FINAL

Trial Court Facility Modification
FMs Greater Than \$50K (List D)
6/1/2005 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	CUMULATIVE TOTAL OF FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	TOTAL SCORE RANK	FACILITY MODIFICATION PROGRAM % OF COST
8	FM-0052243	Los Angeles	Alhambra Courthouse	19-11	3	Energy Efficiency Project -1911_02282013LV1 - Lighting and controls upgrade - Retrofit (1,533) F32T8 fluorescent fixtures with new 28-watt lamps and new ballast, (249) 3-lamp and 4-lamp fluorescent fixtures with new reflector, 28-watt lamps and new ballast, and (1) 2x2 fluorescent fixtures with new reflector, 17-watt lamps and new ballast. Install (2) Vending Miser sensors to control vending machines. Replace (32) Exterior HID fixtures on the with new lower wattage LED fixtures.	\$ 222,058	\$ 190,970	\$ 1,008,332	70	86.00
9	FM-0054062	San Bernardino	Rancho Cucamonga	36-F1	3	Energy Efficiency - COUNTY MANAGED - Energy Conservation 36F1_10202014HV1 & 36F1_10202014LV1- Implement energy measures to reduce future consumption and realize energy efficiency that could result in annual utility bill savings of \$151,226.00. Project includes installation of exhaust fan controls, replace air volume terminals, install a new lighting control system, install occupancy sensors & upgrade parking lot lights as per SOW that resulted from a recent audit conducted by AESC, a consultant for SCE & SC Gas Co.	\$ 698,481	\$ 698,481	\$ 1,706,813	73	100.00
10	FM-0050633	Santa Clara	Downtown Superior Court	43-B1	3	Energy Efficiency Retrofit Project - Implement operating schedule on fan coil units (FC1 - FC32) - Energy Efficiency Measure 2	\$ 11,083	\$ 11,083	\$ 1,717,896	75	100.00
11	FM-0054110	Kern	Arvin/ Lamont Branch	15-H1	3	Energy Efficiencies: HVAC - Restore and reactivate Air Side Economizers - Dampers are staying in closed position, economizers are disabled (PKU 04,06,07,08,09,11,13,14,15,16). Findings stem from PECL review. Work must be complete by 05/15/15 to capture incentive rebates.	\$ 6,095	\$ 3,712	\$ 1,721,609	77	60.91
12	FM-0052151	Orange	Betty Lou Lamoreaux Justice Center	30-B1	3	Energy Efficiency - FM related to Energy Conservation Project 30B1_01242014HV1- HVAC - Chiller #2 - Replace existing Chiller # 2 with energy efficient Multistack chiller. Replacing the existing chiller with an energy efficient chiller will result in a cost savings and payback within 5 years. The project includes Engineering, Demolition/Installation, piping, electrical, controls, startup and commissioning, refrigerant monitoring system.	\$ 595,242	\$ 475,896	\$ 2,197,505	70	79.95
13	FM-0044228	Placer	South Placer Justice Center	31-H1	3	Interior Finishes - The Placer Superior Court requests facility modification take place to complete the interior of the South Placer Jail Arraignment Courtroom - The shell of the courtroom was completed at County of Placer expense	\$ 2,900,000	\$ 2,030,000	\$ 4,227,505	50	70.00



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 7 – (Action Required) - List F – Court-Funded Facilities Requests (Facility Modifications)

Summary:

Review Court-Funded Facilities Requests (Facility Modifications) from List F.

Supporting Documentation:

- List F – Court-Funded Facilities Requests (Facility Modifications)

Action Requested:

Staff recommends two Court-Funded Facilities Requests for review and approval.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
Court-Funded Facilities Requests (CFR) (List F)
Open Meeting Items
Meeting Date 1/16/15

ITEM #	CFR NUMBER	COUNTY	BUILDING ID	FACILITY NAME	LEASE, LICENSE, OR FM	REQUEST TYPE	CFR DESCRIPTION	CFR TERM	FUND SOURCE	ESTIMATED CURRENT YEAR COSTS FY 14-15 (Includes existing costs prior to CFR term)	ESTIMATED BUDGET YEAR COSTS	ESTIMATED TOTAL CFR COMMITMENT (CFR Term)	REVIEW NOTES - Real Estate and Facilities Management, Capital Program, and Finance
1	01-CFR006	Alameda	Multiple	Multiple	FM	One-Time	The Superior Court of California, County of Alameda is in the process of upgrading the evidence presentation system in 31 courtrooms. This process will involve installing 73 new electrical outlets throughout the court system. The Superior Court of California, County of Alameda has already begun to acquire the hardware needed to complete this project. It is the goal of the court to use their current vendor to perform the work needed. This request is deemed urgent because the Evidence Presentation funding requires that the installation be completed by June 2015.	NA	Operating Budget	\$ 150,000	\$ -	\$ 150,000	Pending
2	09-CFR003	El Dorado	09-C1	Cameron Park	FM	One-Time	\$2,300 cost increase to original \$58,332 cost estimate. Project Description: Provide modification to clerk's public counter, public restrooms and entrance doors to meet ADA requirements. The project is fully funded by Courthouse Construction Funds, approved by the AOC February 2009. CFR originally approved by TCFMAC 1/17/14.	NA	CCF	\$ 2,300	0	\$ 2,300	Pending
										\$ 152,300	\$ -	\$ 152,300	



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 8 – (Action Required) - Preliminary Approval Authority for Judicial Council Staff of \$50K for Priority 2 Projects

Summary:

Review preliminary approval authority for Judicial Council Staff of \$50K for Priority 2 projects and determine if approval authority should continue.

Supporting Documentation:

- Approved Project List from July 2014 to Current. Projects approved by regional managers between \$15K and \$50k.

Action Requested:

Staff recommends continuing the approval authority for Judicial Council staff of \$50K for Priority 2 projects.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs Greater Than \$15K AND Less Than \$50K
APPROVED BY REGIONAL MANAGERS
7/11/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
1	FM-0049233	Monterey	Marina Courthouse	27-B1	2	Roof - Replace built up portion of the roof north side (1600 SF), shingled portion of the roof, and missing shingles on the exterior walls - due to deterioration and blisters indicating possible water intrusion and damage.	\$ 42,287	\$ 42,287	FY 14-15	100
2	FM-0052399	Alameda	George E. McDonald Hall of Justice	01-F1	2	HVAC - Replace failed and leaking chiller condensing coil - Units cooling is at half capacity and will not meet demand if weather becomes hot	\$ 42,309	\$ 42,309	FY 14-15	100
3	FM-0052404	San Bernardino	Rancho Cucamonga Courthouse	36-F1	2	COUNTY MANAGED - Fire Sprinklers - Replace approximately 200 fire sprinklers throughout the facility. The existing fire sprinklers were found to be non compliant in a recent 5 year inspection by local authorities.	\$ 31,754	\$ 31,754	FY 14-15	100
4	FM-0052747	Merced	Old Court	24-A1	2	Utilities - Install approximately 150' of new underground poly gas line that will connect the existing regulator to two connection points on the building - The existing gas service is leaking and has been shut off by PG&E. The Court currently does not have gas or a heat source.	\$ 50,000	\$ 50,000	FY 14-15	100
5	FM-0052867	Merced	New Downtown Merced Courthouse	24-A8	2	Security - Replace the Hirsch Velocity computer, Fix software, provide new PC server, flash memory to all control panels 14 hours of labor - The control access computer Hirsch velocity is outdated and damaged needs to be replace so staff can go on computer to pull records and perform operations . Computer has been damaged throughout the years and software is not working correctly.	\$ 16,193	\$ 16,193	FY 14-15	100
6	FM-0052918	Los Angeles	Downey Courthouse	19-AM1	2	HVAC - Replace leaking pipes and valves on Cooling Towers #1 and #2. Return and supply lines have rust spots on the pipes which could spring a leak at any moment. Valves need to be replaced, they are almost frozen, very hard to turn, safety concern, possible flooding.	\$ 21,598	\$ 18,078	FY 14-15	83.7
7	FM-0052995	San Diego	County Courthouse	37-A1	2	Fire Protection - Fire Alarm System-system has code required upgrades based on State Fire Marshal Correction Notice items 7b, 8a, and 8b. Install four (4) pull station installations; tie-in two (2) existing tamper switches to Notifier panel; install two (2) enunciators (1 each) for Sheriff and Engineering office; install two (2) new smoke detectors in lobby of North tower and two (2) horns / strobes in holding areas.	\$ 29,049	\$ 22,490	FY 14-15	77.42



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs Greater Than \$15K AND Less Than \$50K
APPROVED BY REGIONAL MANAGERS
7/11/2014 to 12/26/2014
Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
8	FM-0053019	Merced	Old Court	24-A1	2	Exterior Shell - Remove existing entryway storefront doors size 9-51/2 w x 9-2 H with a single emergency exit storefront door size 76 W x 86 H. The New door will be equipped with emergency exit hardware. The existing door has a long history of sticking open when exiting and causing a security breach to the courthouse. Work would include build side and top area with CMU block to replace the existing glass size 9-51/2 w X 9-2 T. SMW	\$ 21,437	\$ 21,437	FY 14-15	100
9	FM-0053041	Modoc	Barclay Justice Center	25-A1	2	Fire Protection - State Fire Marshal - Fire Safety Correction Notice: Replace the existing FACP with a Game well-FCI S3 panel, smoke detectors, pull boxes, and strobes in the Courtroom addition. Install new smoke detectors, pull boxes, strobes, and enunciator in the Administration area	\$ 35,000	\$ 35,000	FY 14-15	100
10	FM-0053395	Riverside	Hall of Justice	33-A3	2	HVAC - Pony Chiller - Remove and replace one York ZB41-B4675S COMPRESSOR of two compressors of the buildings pony chiller with New York Compressor ZB41-B4675S and also replacing the filter drier, refrigerant and contactor. The compressor has grounded out on circuit #1 with contactor points fused together and bad points. The pony chiller has been utilized more often to assist in bringing the chilled water temperature down due to the main chillers dropping out on high condenser water...	\$ 21,316	\$ 21,316	FY 14-15	100
11	FM-0053397	San Bernardino	Needles Courthouse/Clerk's Office	36-K1	2	COUNTY MANAGED - Exterior Shell- Reseal the concrete exterior of the building approx- 34,950SF. Existing sealant and lower paint layers are cracking and exposing the block. Work is necessary to prevent water intrusion in the rainy season. Scope includes clean & pressure wash walls, seal & repair cracks	\$ 17,000	\$ 17,000	FY 14-15	100
12	FM-0053436	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Elevators, escalators, & hoist - Public elevator #3 - Remove and replace bad bearings on the generator set, the elevator is out of service due to leveling issues.	\$ 35,651	\$ 34,674	FY 14-15	97.26
13	FM-0053454	Los Angeles	Pomona Courthouse South	19-W1	2	HVAC - Disassemble Chiller #1 and replace seals, gaskets, and O-rings. Chiller #1 leaks thru deteriorated seals, gaskets, and O-rings. Chiller #1 is not operational due to the refrigerant leaks.	\$ 25,031	\$ 22,813	FY 14-15	91.14
14	FM-0053519	Santa Barbara	Santa Maria Courts Building G	42-F5	2	HVAC - Replace failing 8.5 Ton HVAC unit (PKU 11) - PKU servicing Department 7 Courtroom is failing and no longer functioning as designed.	\$ 16,207	\$ 16,207	FY 14-15	100



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs Greater Than \$15K AND Less Than \$50K
APPROVED BY REGIONAL MANAGERS
7/11/2014 to 12/26/2014
Meeting Date 1/16/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
15 FM-0053577	Los Angeles	Stanley Mosk Courthouse	19-K1	2	HVAC / Replace Pneumatic Air Compressor #3. Currently the air compressor has a seized which supplies air to the HVAC system and the building will not be able to control the air to the air handlers used to maintain comfort throughout the building.	\$ 18,870	\$ 18,353	FY 14-15	97.26
16 FM-0054036	Los Angeles	Metropolitan Courthouse	19-T1	2	Interior Finishes - Water remediation, set up containments, disinfect area, dehumidifiers and fans were placed to remove moisture in the leak affected area, and containment is HEPA vacuumed. Build Back of interior, replace 27 sq Ft of ceiling tiles. Replace one 2" P-Trap and eight 2" No Hub Couplings. Replace drain pans on all 8 AHUs. 1st Floor conference room leak from 2nd floor drain.	\$ 30,392	\$ 28,733	FY 14-15	94.54
17 FM-0054128	Los Angeles	Alhambra Courthouse	19-I1	2	Elevator - Install (1) emergency battery back-up power supply unit for the 110 volt elevator cab lighting circuit on each elevator. The installation will entail the mounting of the power supply unit on the elevator car top, piping and wiring between the power supply unit and the emergency light fixture mounted in the ceiling area of the elevator cab, and piping and wiring to the car top alarm bell. This unit will activate during loss of supply power to the emergency light and emergency alarm bell.	\$ 15,819	\$ 13,604	FY 14-15	86.00
18 FM-0054185	Orange	North Justice Center	30-C1	2	Grounds and Parking Lot - Remove and replace approximately 1,620 SF of 6 inch concrete, re-grade for bus clearance and water flow. New driveway will include 6 inches thick of new concrete with No. 4 rebar at 18 inch on center in both directions at 4,000 PSI. Existing driveway is steep and uneven and results in the Sheriff bus scraping along the driveway every day as it drives into/out of the bus bay. The buses currently have to execute 3-point turns to maneuver around the high, problematic spot, resulting in safety issues involving pedestrians, a light pole and a fire hydrant in the buses blind spot. Additionally, water run-off from the street pools along the bottom of the driveway contributing to the long standing deficiency.	\$ 33,818	\$ 30,541	FY 14-15	90.31
19 FM-0054248	Butte	Butte County Courthouse	04-A1	2	Security - Replace Parking Lights in back and front of building. Replace 4 Wall Pack Lights in back parking area. Install 2 new poles in front Lower parking area at end of the sidewalk stairs. Install lights on the sign on the highway side of the building. Replace lights on the roof of Rotunda. (All new lighting to be LED Lighting) - Many of the lights in the parking area are failing. The Lenses for the lights are all yellowed from the sun. Most of the parking is dimly lit and is causing security issues.	\$ 26,133	\$ 26,133	FY 14-15	100



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs Greater Than \$15K AND Less Than \$50K
APPROVED BY REGIONAL MANAGERS
 7/11/2014 to 12/26/2014
 Meeting Date 1/16/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % of COST
20	FM-0054273	Orange	Harbor Justice Center- Newport Beach Facility	30-E1	2	Fire Protection - Replace original 1973 Simplex fire alarm control panel. Boards in existing panel are obsolete. Failure will require 24-hour fire watch. All devices are non-addressable and are not included in this project.	\$ 31,329	\$ 26,417	FY 14-15	84.32
							\$ 561,193	\$ 535,338		



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 9 – (Action Required) – *Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014-2015*

Summary:

Review draft report *Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014-2015*.

Supporting Documentation:

- *Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014-2015*

Action Requested:

Staff is requesting committee input and approval to move to Judicial Council.



Judicial Council of California

455 Golden Gate Avenue · San Francisco, California 94102-3688

www.courts.ca.gov

REPORT TO THE JUDICIAL COUNCIL

For business meeting on February 20, 2015

Title	Agenda Item Type
Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014–2015	Information Only
Submitted by	Date of Report
Trial Court Facility Modification Advisory Committee Hon. David Edwin Power, Chair	November 18, 2014
	Contact
	Patrick McGrath, 916-643-8051 patrick.mcgrath@jud.ca.gov

Executive Summary

The Trial Court Facility Modification Advisory Committee has completed its facility modification funding for the first quarter of fiscal year 2014–2015. In compliance with the *Trial Court Facility Modifications Policy*, adopted by the Judicial Council on July 27, 2012, the advisory body is submitting its *Trial Court Facility Modification Quarterly Activity Report: Quarter 1, Fiscal Year 2014–2015* as information for the council. This report summarizes the activities of the Trial Court Facility Modification Advisory Committee from July 1, 2014, to September 30, 2014.

Previous Council Action

The Trial Court Facility Modification Working Group was established by Judicial Council policy in 2005. The working group first met in April 2006 and operated under the *Trial Court Facility Modifications Policy*,¹ adopted by the Judicial Council in 2005 and revised on July 27, 2012. The working group's primary oversight responsibilities included reviewing statewide facility modification requests and approving facility modification funding.

¹ As adopted in 2005, the policy was known as the *Prioritization Methodology for Modifications to Court Facilities*. When it was revised in 2012, the name also changed. See www.courts.ca.gov/documents/jc-20120727-itemG.pdf.

The working group's charge was formalized by the Judicial Council on December 14, 2012, and the working group was assigned additional oversight responsibility for the operations and maintenance of existing facilities, noncapital-related real estate transactions, energy management, and environmental management and sustainability. On April 25, 2013, the working group's status was elevated to that of advisory committee.

An updated Court-Funded Facilities Request approval process was submitted and approved by the Judicial Council on August 23, 2013, requiring all Court-Funded Facilities Requests to be reviewed and approved by the Trial Court Facility Modification Advisory Committee (TCFMAC). These submittals may include lease-related costs (e.g., lease payments and operating costs, repairs, or modifications required by a lease); allowable court operations expenditures under rule 10.810 of the California Rules of Court (e.g., equipment, furnishings, interior painting, flooring replacement or repair, furniture repair, or records storage); and other facility improvements that are not allowable court operations expenditures under rule 10.810 (e.g., facilities operations, maintenance, repairs, and modifications, but not capital projects), if they would improve a court's functioning or reduce ongoing court operating costs.

Reports previously approved by the Judicial Council are available at www.courts.ca.gov/2567.htm under Research and Reports: Conditions in Our Courts.

Methodology and Process

Funding decisions were based on the prioritization and ranking methodologies in accordance with the *Trial Court Facility Modifications Policy*. Facility modifications are assigned one of six priority categories: Priority 1—Immediate or Potentially Critical; Priority 2—Necessary, But Not Yet Critical; Priority 3—Needed; Priority 4—Does Not Meet Current Codes or Standards; Priority 5—Beyond Rated Life, But Serviceable; and Priority 6—Hazardous Materials, Managed But Not Abated. These categories are based on methods commonly used by private-sector facility management firms. Facility modifications that are determined to be Priority 1 are to be addressed immediately and regardless of whether the court occupies a shared-use facility. With current budget constraints, the TCFMAC primarily limits approvals of facility modification projects to Priority 1 and Priority 2 projects. Delaying TCFMAC approval of these projects would cause continued court closures, operational failures, and undue risk to continued court operations.

Policy and Cost Implications

During the first quarter of fiscal year 2014–2015, the TCFMAC reviewed and approved a total of 265 facility modifications for a total projected cost of \$8,418,471. The Facility Modification Program's share of these projects totals \$7,075,625. These approved projects are limited to Priority 1 emergency projects and Priority 2 critical needs projects. Please see Attachment A for a detailed list of all approved projects.

During this quarter, seven projects required additional funds in excess of \$50,000 over their original estimates. The Facility Modification Program's share of these cost increases totals

\$1,016,850. Projects that require excess costs of this magnitude are typically Priority 1 emergency projects that do not have a full scope and cost estimate developed at the onset of the project and for which significantly more work or testing is discovered after commencement.

During this quarter, 10 Court-Funded Facilities Requests (CFRs) were reviewed and approved by the TCFMAC, including requests from Fresno, Mariposa, San Bernardino, Santa Barbara, and Tulare courts. As stated above, CFR submittals may include lease-related costs, allowable court operations expenditures under rule 10.810 of the California Rules of Court, and other facility improvement costs that are not allowable under rule 10.810. See Attachment B for a detailed list of CFRs approved by the TCFMAC during the first quarter of fiscal year 2014–2015.

Implementation Efforts

The TCFMAC conducted an in person meeting on July 11, 2014 at the Sacramento field office, an out-of-cycle teleconference meeting on July 25, 2014, and a regularly scheduled teleconference on August 25, 2014, to review facility modification funding requests and to discuss the following topics:

- The committee conducted its regular review of facility modification projects lists: A (Emergency and Priority 1), B (FMs Less than \$50K), C (Cost Increases Over \$50K), D (FMs Greater than \$50K Eligible for Funding), and F (Court-Funded Facilities Requests).
- Judicial Council Real Estate staff presented an overview of leases, licenses, and dispositions of the judicial branch portfolio.
- The committee considered and unanimously approved a draft Trial Court Food Vendor Policy be released to the courts for comment and input. This document provides for standardized policies and practices for licensed vendor operations within Judicial Council–managed facilities.
- The committee implemented the requirements of California Rules of Court rule 10.75 (Meetings of advisory bodies), which became effective July 1, 2014.
- The committee considered and unanimously approved a six-month increase of the Judicial Council staff’s preliminary approval authority for Priority 2 facility modifications from \$15,000 to \$50,000. The intent of this change is to improve responsiveness to the courts and eliminate administrative processing delays for Priority 2 projects under \$50,000, while maintaining appropriate TCFMAC oversight of the facility modification program. A permanent approval of this authority will be considered by the committee in January of 2015.
- The committee reviewed the FY 2014–2015 budget plan. The Judicial Council previously recommended approval of an augmentation to the Facility Modification Program budget of \$15 million for a 10-year period beginning in FY 2014–2015, which is now authorized in the Budget Act. This increased the budget from \$50 million in the prior fiscal year to \$65 million for the current fiscal year.
- The committee considered and unanimously approved a Judicial Council staff proposal to begin exploring participating in load-shedding programs with local utilities.
- The committee received a report on the damage that occurred at the Napa Historic Courthouse, which has been red tagged by the fire marshal and is currently fenced and

inaccessible. The three-courtroom civil and family courthouse sustained major structural damage, a water main break, fire system failure, a gas leak, elevator failure, partial roof collapse, and lighting and other fixture failures.

- The committee considered and unanimously approved a budget allocation of \$1 million for energy efficiency projects for fiscal year 2014–2015.

Next Steps

The *Trial Court Facility Modification Quarterly Activity Report, Quarter 2 of Fiscal Year 2014–2015* will be submitted to the Judicial Council in February 2015.

Attachments

1. Attachment A: *TCFMAC Funded Project List: Quarter 1, Fiscal Year 2014–2015*
2. Attachment B: *Court-Funded Facilities Requests (CFRs): Quarter 1, Fiscal Year 2014–2015*



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
1	FM-0052104	Alameda	Hayward Hall of Justice	01-D1	2	Phones - Replace interview phones in holding cells damaged by unknown in-custodies	\$ 985	\$ 985	100.00
2	FM-0052139	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Plumbing & Interior finishes - Replace failed and leaking two inch cast-iron floor drain p-trap and no-hub fittings - Replace approximately six hundred square feet of splined puzzle piece tile ceiling in two locations where removed for access - Work to be performed afterhours	\$ 12,037	\$ 12,037	100.00
3	FM-0052145	Alameda	Fremont Hall of Justice	01-H1	2	In-custody interview phones - Replace one destroyed handset on in-custody side - Replace three phones on attorneys side that have failed and do not provide clear transmission so that attorneys can hear in-custody communications	\$ 2,515	\$ 2,515	100.00
4	FM-0052268	Alameda	Hayward Hall of Justice	01-D1	2	Interior Finishes - Replace failed holding cell door parts and weld securely in place - Door damaged by in-custodies - Work to be performed after hours	\$ 2,135	\$ 2,135	100.00
5	FM-0052326	Alameda	Hayward Hall of Justice	01-D1	1	Electrical - Rewire five light circuits which have shorted in a conduit welding them in place so they cannot be removed to pull new wires - Install approximately 300 feet of new conduit above ceilings and pull five circuits with three wires each to re-feed existing light fixtures and associated temporary lighting - Work to be performed on overtime Saturday May 31, 2014	\$ 18,681	\$ 18,681	100.00
6	FM-0052349	Alameda	Wiley W. Manuel Courthouse	01-B3	2	HVAC - Replace failed bearings on the 225 horsepower supply fan number one - Work to be performed off site - Includes a crane and rigging to remove and place fan which is in the west rooftop mechanical room	\$ 47,063	\$ 39,439	83.80
7	FM-0052384	Alameda	Hayward Hall of Justice	01-D1	2	Phones - In Holding Phone - Remove and replace the existing interview phone handsets in holding cell 3-C with ones with short cords for in-custody safety - Compliance issue	\$ 985	\$ 985	100.00
8	FM-0052398	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Elevator - Replace failed relay on Judge's elevator - Carriage intermittently fails to respond when called - Work to be performed after hours	\$ 6,030	\$ 6,030	100.00
9	FM-0052399	Alameda	George E. McDonald Hall of Justice	01-F1	2	HVAC - Replace failed and leaking chiller condensing coil - Units cooling is at half capacity and will not meet demand if weather becomes hot	\$ 42,309	\$ 42,309	100.00
10	FM-0052713	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Grounds/Parking Lot - Replace dead 125' redwood tree - Remove tree and grind stump and plant (1) 24inch box Redwood tree with new irrigation	\$ 3,253	\$ 2,726	83.80
11	FM-0052774	Alameda	Hayward Hall of Justice	01-D1	2	Vandalism - Telephones - Replace Dept. 519 holding cell interview phone handset destroyed by in-custody vandalism - Replace failed power supply wiring	\$ 1,835	\$ 1,835	100.00
12	FM-0018296	Amador	New Amador County Courthouse	03-C1	2	Exterior - Site stabilization - Install approximately 150 LF of rock retaining wall to the entire north side of building walkway and break area to eliminate the erosion and mud gathering on the sidewalk and break area concrete. Work includes the installation of 115 LF of wrought iron fence and three gates with hardware.	\$ 95,507	\$ 95,507	100.00
13	FM-0010643	Butte	Butte County Courthouse	04-A1	2	Exterior Renovation - Renovate - Remove, replace and repaint damaged EIFS and failing architectural metal and stress cracks at main entry to facility. Restoring the reglet metal and rigid insulation will maintain the facilities water barrier. Scaffolding required for 3-story facility.	\$ 244,073	\$ 244,073	100.00
14	FM-0052410	Butte	Butte County Courthouse	04-A1	2	Parking Lots - Resurface several sections of the public and staff parking lots. Potholing and deterioration of the asphalt have caused safety and erosion hazards. Remove and replace approximately 18,000 square feet of asphalt and apply 105,000 square feet of slurry seal in several sections of the parking as shown on the uploaded area map. Stripe with reflective road paint approximately 432 parking stalls, all No-Parking and Loading zones, direction and control markings, and ADA parking stalls.	\$ 146,000	\$ 146,000	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
15	FM-0049202	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - IT Server Room - Install two new 2.5 ton AC split systems to replace temporary floor fans, project will also require one 5 ton condensing unit and approximately 125 LF of new condenser line - Server room cannot maintain temperature and has insufficient airflow to reach critical equipment causing IT equipment failures.	\$ 55,411	\$ 55,411	100.00
16	FM-0049210	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - Cooling tower basin and support structure - Recoat basin and replace tower support structure - Rusted basin causing leaks - structure deterioration impacts capacity to support the cooling tower and maintain its operation - preventing impact to court.	\$ 82,899	\$ 82,899	100.00
17	FM-0052254	Contra Costa	George D. Carroll Courthouse	07-F1	2	Plumbing - Main Water Line - Cut and remove an 18' long x 6' wide section of concrete; dig a trench 7' below ground; Remove and dispose of concrete and soil; Shore up trench with plywood, rails and hydraulic cylinders; Remove and replace 20 linear feet of 4" pipe; Pressure test and flush the water line pipe; Install new soil to fill trench; Replace concrete slab to match existing concrete. There is a substantial water leak in this section of pipe.	\$ 54,848	\$ 41,131	74.99
18	FM-0052256	Contra Costa	Bray Courts	07-A3	2	HVAC - Boiler - Remove and replace the failing 1,800 MBH boiler. Fabricate and install a new skid for the outdoor heating hot water boiler, air separator with vent, 2 gallon chemical pot feeder, 2hp hot water circulation pump, and flue stack with in-line booster fan. Secure to existing rooftop platform. Work requires a crane and must be done off hours.	\$ 45,169	\$ 38,629	85.52
19	FM-0052257	Contra Costa	Arnason Justice Center	07-E3	2	Fire/Life/Safety - Alarm and Strobe - Install a notification Strobe/Audible Alarm in the break room, run 25 feet of cable and tie into the existing beam detector, Work to be done after hours. Employees continue to ignore the signage (about 3 times per week) and stand or leave items in front of the fire door sensor, this causes the fire panel to report a trouble call and requires attention from the service provider. This will provide a warning to notify employees that the sensor is being blocked	\$ 3,940	\$ 3,940	100.00
20	FM-0052319	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	Fire Protection - Remove sixteen (16) fire hoses; Install removable plugs on (16) existing fireman's hose valves (1.5"); Remove fire hose signage, where applicable; add (16) new 5 LB fire extinguishers. Hoses are due for replacement (every 5 yrs); This is an alternate and less expensive method of compliance.	\$ 4,497	\$ 4,497	100.00
21	FM-0052327	Contra Costa	George D. Carroll Courthouse	07-F1	2	HVAC - Replace failed capacity control assembly and gasket; Replace bellows adjusting screw and gasket. Chiller has failed due to refrigerant leaks.	\$ 8,465	\$ 6,348	74.99
22	FM-0052370	Contra Costa	George D. Carroll Courthouse	07-F1	2	HVAC - Recover/Weigh refrigerant to determine the amount lost due to the leak, replace failed seal; Laser align shaft on compressor and motor Replace 3 gallons oil; recharge system with R134a Refrigerant; Check systems operation - Oil seal is leaking refrigerant and the chiller will soon be non-functional	\$ 7,871	\$ 5,902	74.99
23	FM-0052388	Contra Costa	George D. Carroll Courthouse	07-F1	1	Electrical - At the lighting panels, Replace 3 ancillary breakers; Replace main breaker for the elevator - Breakers failed during testing and need immediate replacement	\$ 3,823	\$ 2,867	74.99
24	FM-0052397	Contra Costa	Concord-Mt. Diablo District	07-D1	2	Grounds and Parking Lot - Tripping hazard in the employee parking lot - Remove and replace 35 sqft of crumbled and loose asphalt	\$ 3,455	\$ 3,455	100.00
25	FM-0052751	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - Replace failed computer and outdated software and programming - Provide and install a new computer for the BAS system to replace the failed existing computer; Provide and install up to date BAS software (The old software ran on Windows XP); Provide remote access software; verify operation. The existing computer has failed. Data cannot be accessed, the system cannot receive alarms, and there is no remote access.	\$ 14,526	\$ 14,526	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
26	FM-0052753	Contra Costa	Family Law Center	07-A14	2	HVAC - Replace failed computer and outdated software and programming - Provide and install a new computer for the BAS system to replace the failed existing computer; Provide and install up to date BAS software (The old software ran on Windows XP); Provide remote access software; verify operation. The existing computer has failed. Data cannot be accessed, the system cannot receive alarms, and there is no remote access.	\$ 14,526	\$ 14,526	100.00
27	FM-0052766	Contra Costa	Danville District Courthouse	07-C1	2	Grounds and Parking Lot - Replace 120' of wooden retaining wall that has broken down over time- Rocks have begun to fall into the parking lot causing a tripping hazard and providing projectiles for unhappy people.	\$ 5,414	\$ 5,414	100.00
28	FM-0052416	Del Norte	Del Norte County Superior Court	08-A1	1	Fire Protection - Remediation to SWO # 1347673 - Fire Panel and Device replaced - Due to Multiple false alarms and Panel Failure.	\$ 50,000	\$ 30,635	61.27
29	FM-0052417	Del Norte	Del Norte County Superior Court	08-A1	1	Fire Protection - Provide labor and material to replace (10) 4-wire Photoelectric i3 smoke detector with thermal sensor and Form C relay.	\$ 9,425	\$ 5,775	61.27
30	FM-0052422	El Dorado	Bldg. C	09-B1	2	HVAC - New 2 Ton HVAC Split System - Server Room needs a secondary HVAC unit to keep temperatures under 80 degrees. Building's HVAC is not adequate and temps have exceeded equipment tolerances consistently during the summer months. Install a complete 2 ton HVAC split system. Includes all materials and labor.	\$ 13,000	\$ 13,000	100.00
31	FM-0052343	Fresno	B.F. Sisk Federal Courthouse	10-O1	1	HVAC - Replace failed refrigerant monitoring panel and program settings and RMS detectors back into the system - Refrigerant Monitoring Panel has failed and detection system is inoperable. Critical safety risk and potential to shut down chillers.	\$ 3,784	\$ 3,784	100.00
32	FM-0052125	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	County Managed -Exterior Shell - Doors - Replace doors - Replace one set of double glass doors (6'), install new set of metal framed glass doors, including new panic hardware tied into alarm/lock down system. This is a security issue as the current doors are not securing when locked down.	\$ 4,954	\$ 4,954	100.00
33	FM-0052274	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	HVAC - Renovate - Modifications to AHU 9 controller, Modifications to controller programming to solve air temp set points, air flow amounts and schedules. Return to proper configurations for all VAV's and entire system	\$ 4,671	\$ 4,671	100.00
34	FM-0052727	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	HVAC - Provide and install five (5) new VFDs on exhaust and supply fans for AHUs 4, 5, 6, 7, & 8. Each VFD will be mounted on the ducting of the unit and will intercept the feed in between the disconnect and the motor.	\$ 12,989	\$ 4,333	33.36
35	FM-0052320	Imperial	Imperial County Courthouse	13-A1	2	Exterior - Slip trips to be replaced at west and east exit, front main entrance and ADA access. South steps to be painted with grit paint due to metal diamond plate surface. Anti slip tape is missing or old and not functioning, creating a safety issue and has caused several people to fall. Concrete becomes very slippery when wet	\$ 3,390	\$ 3,390	100.00
36	FM-0052276	Kern	Bakersfield Juvenile Center	15-C1	2	Fire Protection - Sprinkler Heads - Remove forty (40) Quick response heads and replace with forty (40) standard response heads to match remainder of facility. Per National Fire Protection Association (NFPA) guidelines sprinkler heads cannot be mixed and matched in a given facility.	\$ 3,905	\$ 2,607	66.76
37	FM-0052277	Kern	Bakersfield Justice Bldg.	15-B1	2	COUNTY MANAGED - Plumbing - Domestic Water Line Replacement - Remove and replace the domestic water supply, return and distribution lines throughout the facility (each floor), the pipes have deteriorated over time and there have been many leaks occurring.	\$ 469,180	\$ 469,180	100.00
38	FM-0052340	Kern	Bakersfield Juvenile Center	15-C1	1	HVAC - HVAC Chiller compressor failed and subject to oil contamination from water. Removed and replaced the failed fittings, failed pressure gauge, two new driers and a new compressor. Chiller #2 offline rendering facility at 50 percent efficiency.	\$ 8,825	\$ 5,892	66.76



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
39	FM-0052741	Kern	Delano/North Kern Court	15-D1	2	HVAC - Install two new 5 ton rooftop high efficiency gas electric package units: AC Units PKU #8 and PKU #9 including new Seismic Vibration Isolation Roof Curbs. A 90 ton crane will be used to remove the (2) package units from the roof and lift the new units into place. Two rooftop HVAC units (5 ton each) no longer provide sufficient cooling to Judge's Chambers and the Deliberation room. Both units have had multiple parts replaced to no avail and units are operating at less than 60% capacity.	\$ 39,293	\$ 24,613	62.64
40	FM-0052772	Kern	Bakersfield Superior Court Modular	15-A2	2	HVAC - Replace compressor on AC-PKU to return unit to 100% functionality. HVAC BARD unit not providing cooling, unit has a failed compressor which must be replaced.	\$ 2,929	\$ 1,835	62.64
41	FM-0052744	Kings	Corcoran Court	16-D1	2	Electrical - Remove and replace all parts involving the camshaft and governor assembly and perform necessary adjustments and test operation - Failed assemblies are causing the generator to surge beyond 240-250 volts during operation and threaten to damage the generator and attached load.	\$ 3,521	\$ 3,084	87.60
42	FM-0051548	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	1	Electrical - Remove and replace 4000 amp hub electrical assembly due to the existing one having a broken handle and is a hazard if the power to the building has to be shut off.	\$ 38,082	\$ 26,654	69.99
43	FM-0052108	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Plumbing - Install a catch basin under the backflow check valve and trench it to the storm drain. City water pressure fluctuating between a pound of pressure causing the backflow check valve to purge water onto the ground. Catch valve is not working properly. Standing water on the floor is causing a slip hazard and the standing water has algae growing in it.	\$ 6,925	\$ 4,847	69.99
44	FM-0052109	Los Angeles	East Los Angeles Courthouse	19-V1	2	Fire Protection - Replace 17 concealed sprinkler heads & missing escutcheons. Missing escutcheons are no longer manufactured therefore sprinkler heads and escutcheons must be replaced. Work is required by code.	\$ 2,705	\$ 2,102	77.72
45	FM-0052116	Los Angeles	Compton Courthouse	19-AG1	2	Grounds and Parking Lot - Install clearance bars at all entrance lanes and exit lanes. Remove damaged stucco and replace backing then re-stucco. . There are no clearance bars on the entrance and exit lanes, which has caused people with taller vehicles to hit the opening damaging the stucco.	\$ 13,025	\$ 8,613	66.13
46	FM-0052126	Los Angeles	El Monte Courthouse	19-O1	2	Elevators, Escalators, & Hoists - Replace door rollers and door lock contacts on floors B, 1, 2, and 3. Check function of elevator and return to service. Elevator is stuck on 1st floor with doors closed. Intermittent issues with doors cause elevator to go down.	\$ 8,213	\$ 4,773	58.12
47	FM-0052129	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	HVAC - Renovate the BAS - Convert the existing pneumatic controls to DDC, replace the front end control to the system, install VFD's on all AHU supply fans, Isolate and eliminate all leaks throughout the system, replace the worn bearings on AH 19-1 AHU fan, replace the failed return air sensor on AHU 1-9 and insulate the chilled and hot water piping at thirty-one (31) locations.	\$ 1,905,593	\$ 1,310,857	68.79
48	FM-0052160	Los Angeles	Norwalk Courthouse	19-AK1	1	HVAC - Replace faulty isolation valves on cooling tower pumps 1 and 2 and rebuild cooling tower pumps 1 and 2.	\$ 29,411	\$ 25,008	85.03
49	FM-0052164	Los Angeles	Alhambra Courthouse	19-I1	2	Electrical - Interior and Exterior Finishes - Install 5 interior lights and 2 receptacles with dedicated circuits for the main entrance security screening. Court needs to relocate the court's main entrance.	\$ 2,741	\$ 2,357	86.00
50	FM-0052179	Los Angeles	Beverly Hills Courthouse	19-AQ1	2	Plumbing - Sump Pump # 2 in basement 1 is deteriorated and not functioning properly. As of now only the backup pump is working in the system and this is not sufficient in the event of heavy rain.	\$ 4,847	\$ 3,854	79.52
51	FM-0052184	Los Angeles	Pasadena Courthouse	19-J1	2	Plumbing - Install 2 new shut off valves and rebuild 4" watts backflow preventer. Currently shut off valves #1 & #2 are frozen and the backflow preventer must be rebuilt for certification.	\$ 4,938	\$ 3,425	69.35
52	FM-0052185	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	2	Plumbing / Install a new OS&Y valve on a Febco 825YD 8" backflow device and test for certification. Currently the backflow is leaking too much to test and must be replaced. Once backflow is replaced, the certification must be completed.	\$ 6,983	\$ 5,133	73.51



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
53	FM-0052186	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	2	Plumbing / Depressurize system, drain building, rebuild domestic backflow device, refill, and air out pipes at every bathroom in building. Currently this device has failed the Level IV PM and must be rebuilt for compliance.	\$ 2,620	\$ 1,926	73.51
54	FM-0052188	Los Angeles	Alhambra Courthouse	19-I1	2	Interior Finishes / Install a galvanized gray steel hand railing in Clerk's office 234 on the step floor approximately 4 feet long by 42 inches high to prevent people from tripping or falling. Currently there is not a railing installed to help prevent the clerks from tripping and/or falling on the floor which could cause serious injuries to the personnel.	\$ 3,000	\$ 3,000	100.00
55	FM-0052196	Los Angeles	Torrance Courthouse	19-C1	2	Grounds and Parking Lot - Install bumper post in front of building, per Sheriff's request. Security and safety issue.	\$ 6,034	\$ 5,457	90.43
56	FM-0052200	Los Angeles	Airport Courthouse	19-AU1	2	Plumbing - Replace bad copper pipe and install expansion joint for extra movement in pipe. Water is leaking from pipe onto floor, leak will get worse if not repaired properly.	\$ 5,857	\$ 4,520	77.17
57	FM-0052208	Los Angeles	Burbank Courthouse	19-G1	2	Exterior Finish / Replace rear entry door that is beyond repair. Currently the rear door of the courthouse has rusted out and is no longer operational.	\$ 2,800	\$ 2,541	90.76
58	FM-0052212	Los Angeles	Airport Courthouse	19-AU1	2	Elevators, Escalators, & Hoists - Replace hoist ropes and shackles on elevator #9. Employee elevator #9 hoist way ropes are breaking/splintering and have bad spots in ropes, need to be replaced. Elevator is unsafe to operate and is out of service.	\$ 9,533	\$ 7,357	77.17
59	FM-0052221	Los Angeles	El Monte Courthouse	19-O1	2	Fire Protection - Replace 10" backflow and valves. Test device upon completion. 10" valve on fire main backflow device failed Level IV PM and requires replacement.	\$ 14,978	\$ 8,705	58.12
60	FM-0052239	Los Angeles	Van Nuys Courthouse East	19-AX1	2	Elevators, Escalators, & Hoists - Furnish, remove and install new electronic door edge on elevator #3. Test car operations and return back to service. Doors edge sensor has failed and will not close door car cannot be operated. Car at this time has been locked out on the 6th floor for safety issues.	\$ 4,295	\$ 3,854	89.74
61	FM-0052241	Los Angeles	Van Nuys Courthouse East	19-AX1	2	Elevators, Escalators, & Hoists - Restore Elevator #3 and put back into operation, replace hoist machine fan motor on Elevator #3, clean all old carbon from fan before reinstalling and adjusting motor. Public Elevator #3 needed new hoist fan motor. Car was in basement with doors closed.	\$ 2,414	\$ 2,166	89.74
62	FM-0052245	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Elevator emergency handheld phones do not work properly, they have bad reception, feedback and static, hard to hear. Replace with new ADA compliant phones.	\$ 10,174	\$ 7,121	69.99
63	FM-0052247	Los Angeles	Metropolitan Courthouse	19-T1	2	Plumbing - Disable and remove (10) drinking fountains from 3rd floor courtrooms; per court administrators request.	\$ 4,940	\$ 4,940	100.00
64	FM-0052250	Los Angeles	Compton Courthouse	19-AG1	1	Electrical - Replace inoperative 42 year old, 1000 amp Automatic Transfer Switch (ATS). ATS Failed to return to city power after and unplanned city power outage.	\$ 55,578	\$ 36,754	66.13
65	FM-0052258	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Water leak from cracked plastic pipe in cafeteria. 15 gallons of Water remediation, set up 10'x4' critical containment, disinfect 180 square feet of flooring. testing for ACM completed per protocol. Dehumidifiers utilized to remove moisture form affected areas.	\$ 13,628	\$ 9,012	66.13
66	FM-0052275	Los Angeles	Alhambra Courthouse	19-I1	1	HVAC - AHU #5 - Remove and replace a transformer and mag starter to restore the unit and put back into operation. AHU #5 had failed due to an electrical issue causing temperature and air flow issues in the basement level.	\$ 4,494	\$ 3,865	86.00
67	FM-0052278	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Plumbing - Water remediation, set up containment, containment area approximately 3' X 5' X 8' double walled. Removed and replaced 10ft of 2" cast drain line, 1 "Y", 1 bend, 1 santee, 1 hanger and 14 no hubs. Cleaned, bagged materials and wiped containment clean, set up dehumidifiers and fans to remove moisture in the leak affected area over weekend. Once area was dry applied plaster on ceiling. ACM testing performed air clearance testing. Water leaking thru ceiling coming from 1st floor, safety	\$ 9,192	\$ 8,249	89.74



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
68	FM-0052280	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Escalator - Coil and Brake - Remove and replace the coil and break to one escalator, work requires special rigging and the removal of the motor and gear box to access the break and coil. Currently the escalator has been taken out of service and work must be completed to bring it back to working conditions.	\$ 17,010	\$ 16,544	97.26
69	FM-0052281	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Water remediation - Set up containments, demolish wall tiles around the mop sink and portion of the wall. Remove and replace the leaking faucet and cracked mop sink. Replace the damaged drywall (approximately 40sf) and install new wall tile. Leaky faucet, in a 2nd floor janitorial closet, dripped water through a cracked mop sink and into the 1st floor main lock up.	\$ 8,555	\$ 7,274	85.03
70	FM-0052282	Los Angeles	Whittier Courthouse	19-AO1	1	Elevators, Escalators, & Hoists - Earthquake Reset - Remove and replace a selector cable, solenoid, and circuit board to restore normal operation to public elevator #2. Elevator #1 and #2 stopped operating after an earthquake. Earthquake safeties were reset to restore operation but public elevator #2 failed to start up due to malfunctioning parts.	\$ 4,546	\$ 3,929	86.43
71	FM-0052285	Los Angeles	San Fernando Courthouse	19-AC1	2	HVAC - Install new Refrigerant Monitor System in Chiller Room. Refrigerant leak detector in not operating and needs to be replaced.	\$ 34,295	\$ 28,605	83.41
72	FM-0052292	Los Angeles	Chatsworth Courthouse	19-AY1	1	Fire Protection - Fire Panel - Remove and replace the air pressure and maintenance switches to the fire panel, the zone 2 for the lock up pre-action system was activated and the main fire panel would not clear it back to normal.	\$ 3,500	\$ 2,933	83.80
73	FM-0052293	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Grounds and Parking Lot - Remove, dispose and replace approx. 516 l/ft. of Polyurethane expansion joint and backer rod filler at concrete slab in courthouse patio. Due to sprinklers that overrun, or occasional heavy rain, pooled water sips through cement junctures and leaks into the ceiling and offices of the County Counsel. Need to treat/seal this junctures to prevent standing water from sipping through and causing damage to underneath ceiling and offices.	\$ 14,428	\$ 10,098	69.99
74	FM-0052294	Los Angeles	Pasadena Courthouse	19-J1	1	Plumbing - Removal of overflowing sewage from the pit and mechanical room floor. 1600 gallons of liquid waste and 1 barrel of solid waste was removed from the site to a licensed disposal site. Removed 4" to 5" of waste from the approximately 64 Sq. Ft. elevator pit. Cleaned and disinfected the area. Installed temporary pump system to remove waste from the pit, due to lead time on new grinder pumps and motors. Replace failed pumps and motors with a new Grinder Pump System. Basement sewage pumps we	\$ 69,908	\$ 48,481	69.35
75	FM-0052295	Los Angeles	Parking Structure Lot 48 Van Nuys Court Complex	19-AX6	2	Grounds and Parking Lot - Parking Structure, remove, clean and fill 85 LF of rubber expansion material on parking roof. Rubber expansion filling will be sized cut and fit into place. Parking has broken and missing rubber expansion materials on roof. Trip and fall hazards.	\$ 8,928	\$ 8,012	89.74
76	FM-0052296	Los Angeles	Parking Structure Lot 48 Van Nuys Court Complex	19-AX6	2	Plumbing - Remove existing failed 2.5" backflow and install new 2.5" double check backflow with new copper pipe and fittings. Level 4 PM failed backflow test.	\$ 8,151	\$ 7,315	89.74
77	FM-0052298	Los Angeles	Santa Clarita Courthouse	19-AD1	2	Plumbing - Water remediation, set up containment in the employee lounge to prevent exposure to court personnel, perform ACM testing of the affected area, containment and abatement. Water on employee lounge floor next to wall and also on jury restroom floor next to employee lounge.	\$ 3,379	\$ 2,987	88.39
78	FM-0052299	Los Angeles	Airport Courthouse	19-AU1	2	Fire Protection - Perform overhaul of basement Fire Pump. Currently the fire pump is not working properly and did not pass the level IV PM.	\$ 4,832	\$ 3,729	77.17



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
79	FM-0052301	Los Angeles	Parking Structure Lot 48 Van Nuys Court Complex	19-AX6	2	Fire Protection - Hydro test all 28 fire hoses and remove and replace 1 - 1 1/2" fire hose valve, 1- 2 1/2" fire hose valve and 1 - 2 1/2" X 1" nipple, all 3 are damaged and leaking. Level 2 PM failed - main fire system hose valves and fire hoses SWO# 2425223. Once work is complete, retest hose valve.	\$ 2,836	\$ 2,545	89.74
80	FM-0052302	Los Angeles	Van Nuys Courthouse West	19-AX2	2	Fire Protection - Drain system on 10th and 8th floor. Remove and replace 3 failed pressure control valves, 2 on 10th and 1 on 8th floor, refill system and valves after work is complete. Level 2 PM failed, main fire system pressure control valves are damaged and leaking.	\$ 7,964	\$ 6,409	80.48
81	FM-0052310	Los Angeles	Norwalk Courthouse	19-AK1	1	Interior Finishes - Water remediation, set up containment, cleaned up wet ceiling tiles that dropped on the ground and setup containers to catch dripping water. Wipe and clean interior of containment, HEPA vacuumed work area inside of containment. Removed wet ceiling tiles and bagged debris for disposal. Dehumidifiers and fans were placed to expedite the drying process in the affected area. Replace affected ceiling tiles, and cleaned carpeting. Rain water penetrated thru the roof and into the Judges chambers	\$ 8,013	\$ 6,813	85.03
82	FM-0052312	Los Angeles	Parking Structure Lot 59- Whittier Admin CTR	19-AO2	1	Electrical - Replaced 2 door locks and 2 latches. Replaced missing circuit breakers and wiring to restore electrical power to the parking structure. Vandals broke into the electrical room and stole circuit breakers and wires from multiple electrical panels. Due to this vandalism act the parking structure had no lighting.	\$ 6,860	\$ 5,929	86.43
83	FM-0052313	Los Angeles	Metropolitan Courthouse	19-T1	1	Elevator - Replace failed bayonet on the elevator door. Currently public elevator #9 is out of service due to the door bayonet falling off, not allowing the doors to open or close.	\$ 5,555	\$ 5,252	94.54
84	FM-0052314	Los Angeles	Airport Courthouse	19-AU1	2	Fire Protection / Update fire panel and repair deficiencies found during level IV PM (Attached in the Notes & Documents section of SWO). Currently the fire panel is not compliant and this work must be completed before the retest can be performed for the Level IV PM.	\$ 3,737	\$ 2,884	77.17
85	FM-0052315	Los Angeles	East Los Angeles Courthouse	19-V1	2	HVAC / Rebuild cooling tower pump #1 including the replacement of the shaft seal. Currently the cooling tower pump #1 is leaking from the shaft seal which could cause a flood if it fails completely.	\$ 6,345	\$ 4,931	77.72
86	FM-0052317	Los Angeles	Torrance Courthouse	19-C1	1	Fire Protection - Install one PCL460 Pyrochem kitchen hood system. Need to upgrade Fire Suppression/Kitchen hood system up current code. Was out of compliance, impacting kitchen operation.	\$ 4,738	\$ 4,738	100.00
87	FM-0052322	Los Angeles	Santa Clarita Courthouse	19-AD1	1	COUNTY MANAGED - Replace failed 3/4" copper water line in ceiling. Demo and install new drywall in jury room and employee lounge. Demo and install new floor tiles in jury room. Paint employee lounge and jury room.	\$ 36,183	\$ 36,183	100.00
88	FM-0052323	Los Angeles	Chatsworth Courthouse	19-AY1	2	Plumbing - Replace Pressure Reducing Valve. Secured and Shut-off Main Water to the building, drained entire building of domestic water, once work was completed opened the shut-off valve and slowly refilled the entire building, walked entire building and checked all domestic water fixtures (toilet and urinal flush valves, sinks, etc.) assured that all the air was let out of the system and that all fixtures worked properly, verified no water leaks within the system. Main water pipe is shaking,	\$ 4,856	\$ 4,069	83.80
89	FM-0052336	Los Angeles	Pasadena Courthouse	19-J1	2	HVAC - Chiller Compressor Has Seized - Remove and replace one failed 350 Ton OEM York compressor, piping kit and O-ring kit. Remove and replace two oil filters, oil seals and filter driers. Leak check chiller with nitrogen. Install 10 new gallons of OEM oil. Evacuate system and prepare unit for new refrigerant charge. Install new R-22 refrigerant, startup and test chiller operations. The compressor needs to be replaced; it is completely locked up and not operational.	\$ 162,538	\$ 112,720	69.35



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
90	FM-0052338	Los Angeles	Alhambra Courthouse	19-I1	1	HVAC - Air Compressor - Remove and replace the failed 5HP/80Gal compressor #1 and restore building to normal operations. Air compressor is not operational and has caused temperature issues in all building levels	\$ 11,433	\$ 9,832	86.00
91	FM-0052341	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Interior Finishes - Water remediation - Set up containments and air movers at the 2nd, 3rd and 4th floor. Removed 12" x 80" of wet drywall on 4th fl and drilled holes in wall to help dry water between walls. Re-set 2 wall hung toilets that were leaking on 4th fl lock up, replaced bands and seals to both toilets. Containment areas were wiped clean and HEPA vacuumed. Replaced drywall, mud and sand wall. Replaced cove base on 4th and 3rd fl. Painted 4th fl hallway. Removed and replaced 85 ceiling tiles on 2nd fl and shampooed carpet.	\$ 10,662	\$ 8,581	80.48
92	FM-0052342	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Plumbing - Replace failed piping on incoming steam supply from central plant to the building. Work required to maintain steam supply to building HVAC system.	\$ 38,865	\$ 28,830	74.18
93	FM-0052345	Los Angeles	Van Nuys Courthouse West	19-AX2	2	Fire Protection - Remove defective water level assembly and sensor probes in water storage tank. Install new sensor probes and adjust the new assembly to proper settings, test to insure proper operations when complete. High and low water sensors failed to operate during tank inspection on PM SWO 2422905. Inspection found sensor probes corroded away and need to be replaced.	\$ 2,809	\$ 2,261	80.48
94	FM-0052346	Los Angeles	Chatsworth Courthouse	19-AY1	2	Plumbing - Water Conditioning System - Remove and replace water treatment tanks. Water Conditioning System is leaking at upper neck connection by plastic top could cause a major leak.	\$ 11,522	\$ 9,655	83.80
95	FM-0052347	Los Angeles	Metropolitan Courthouse	19-T1	2	HVAC - Remove failed ABB drive, install new VFD drive and interview to existing bypass. The VFD was placed on bypass and could not maintain the proper static air pressure throughout floor #6.	\$ 4,000	\$ 3,782	94.54
96	FM-0052353	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Grounds and Parking Lot - Removed damaged curtain and installed new curtain and miller edge, hauled away old damaged curtain, made all necessary adjustments. Sheriff inmate bus hit bottom rail of sally door. Door was open due to damaged door and could not be closed. Security issue.	\$ 11,195	\$ 9,010	80.48
97	FM-0052354	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Plumbing - Replace Leaking 2 1/2" Pipe - Shut off the water to the entire building and drain the system to perform the necessary work. Remove and replace one 10' section of 2 1/2" galvanized pipe with new 2 1/2" copper pipe, add one new 2 1/2" butter fly shut off valve.	\$ 9,141	\$ 7,357	80.48
98	FM-0052355	Los Angeles	El Monte Courthouse	19-O1	1	Elevators, Escalators, & Hoists - Elevator Door Edges - Remove and replace the elevator car door edges and place the elevator back into service. Public Elevator #2 was stuck and would not respond due to malfunctioning door edges on the car doors.	\$ 4,789	\$ 2,783	58.12
99	FM-0052356	Los Angeles	Compton Courthouse	19-AG1	2	Plumbing - Need to bypass all 5 Cooling Units to be able to provide water to drinking fountains. All 5 cooling units will be abandon in place. Currently all 5 Cooling units for drinking fountains have failed and causing no drinking water to be available for public.	\$ 7,596	\$ 5,023	66.13
100	FM-0052358	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Replace defective stainless steel water closet. Currently lock-up cell 10D has a defective stainless steel water closet that is leaking onto the floor creating a slip hazard.	\$ 3,535	\$ 2,338	66.13
101	FM-0052359	Los Angeles	Van Nuys Courthouse West	19-AX2	1	HVAC - Failing Cooling Towers - Found low oil pressure in chiller and low water level in both cooling towers. Also found both 3" valves to be bad and not making up water. Added oil to chiller #1 and set up 4 hoses to help fill towers till parts came in. Removed and replaced both 3" valves and installed one new float. Removed and installed second float to east tower. Checked operations, calibrated and checked water levels on both towers.	\$ 10,444	\$ 8,405	80.48
102	FM-0052361	Los Angeles	Parking Booth-Edelman Court	19-Q2	2	Fire Protection - Replace 10 corroded sprinklers head, replace 7 defective pressure gages, replace hanger and replace 10 escutcheons. Stand pipes is out of code.	\$ 3,628	\$ 2,539	69.99



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
103	FM-0052362	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Fire Protection - Fire Pump - Re-pack the seals in the fire pump and restore the pump shafts sleeves, packing glands, and packing bowls. Fire pump leaks every time it runs, need to re-pack seals.	\$ 2,926	\$ 2,048	69.99
104	FM-0052363	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Leaking Seals in Chilled Water Pumps #2 and #3 - Remove each water pump and send off to have them re-built; re-install pumps once returned and balance the system. Chilled water circulating pumps were leaking water from the shaft seal.	\$ 16,291	\$ 11,207	68.79
105	FM-0052364	Los Angeles	Long Beach Courthouse	19-Y1	2	Fire/Life/Safety - Main fire panel - Remove and replace the defective fire alarm bells at eight (8) locations throughout the building Identified in the State Fire Marshals findings during the annual inspection.	\$ 2,200	\$ 1,663	75.59
106	FM-0052365	Los Angeles	Torrance Courthouse	19-C1	2	Electrical - Insufficient Lighting - Demo existing track lights fixture and install six new 4ft light fixtures and conduit. Work requires concrete anchors into the floor deck above and seismic bracing. Lighting lumens are insufficient for work or egress.	\$ 3,413	\$ 3,086	90.43
107	FM-0052366	Los Angeles	Inglewood Courthouse	19-F1	2	Fire Protection - Replace non-functioning heat exchanger for Fire Pump #2. Currently the fire pump can not be run or the engine will overheat. This work must be completed due to the safety issue to the court.	\$ 11,540	\$ 8,604	74.56
108	FM-0052367	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Plumbing - Water leak was found after hours. Water remediation, set up containment, dried leak affected area, approximately 250 SF, set up equipment to dry and clean air. Remove and replace damaged 144 SF of ceiling tiles. Water leak through acoustic ceiling tiles onto the floor on public side of 7th floor by Dept L. Slip hazard.	\$ 3,190	\$ 2,863	89.74
109	FM-0052368	Los Angeles	Burbank Courthouse	19-G1	1	Fire/Life/Safety - Exterior Shell - Remove and replace eroded concrete and re-secure the handrail to its foundation. Currently the railing at the rear exit of the building has weakened in spots and has separated from its foundation.	\$ 4,438	\$ 4,028	90.76
110	FM-0052369	Los Angeles	Mental Health Court	19-P1	2	HVAC - Failed 25 Ton Refrigerant Compressor - Remove and replace one failed 25 Ton Chiller Refrigerant Compressor, 3 pole Branch Circuit Breaker, in line Filter Drier and Three Phase Magnetic Starter. Work requires that the existing refrigerant be captured and stored until it used to re-charge the system when the work is complete.	\$ 16,020	\$ 11,424	71.31
111	FM-0052371	Los Angeles	San Fernando Courthouse	19-AC1	1	Elevators, Escalators, & Hoists - Rebuild Generator Elevator, #4, taken out of service, has a bad generator motor.	\$ 27,461	\$ 22,905	83.41
112	FM-0052374	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	2	Plumbing - Remove asphalt in employee parking lot, excavate a 4'x5' section to access the main, and install a new 2 way cleanout. After clean out is installed, hydro jet line, and camera to ensure line is cleaned out. 6" main sewer line keeps backing up creating a stoppage 2 times a month. Unable to fit hydro jet due to many turns in the line.	\$ 5,403	\$ 3,972	73.51
113	FM-0052375	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Elevators, Escalators, & Hoists - Elevator Doors Closed and Not Responding - Removed advancing motor, replace failed contacts and re-installed the motor, tested operations and returned elevator back to service.	\$ 3,132	\$ 3,132	100.00
114	FM-0052381	Los Angeles	Parking Booth-Edelman Court	19-Q2	2	Elevators, Escalators, & Hoists - Replace the existing door operating equipment. Doors are not opening, due to broken parts and bad motor.	\$ 31,612	\$ 22,125	69.99
115	FM-0052385	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Setup containment area in the affected areas. Dehumidifiers and fans were placed to remove moisture in the affected area. Replaced elbow flush connection and couplings and returned toilet back to normal working conditions. A malfunctioning elbow flush connection and couplings were leaking, causing water to penetrate thru 6th floor pipe chase into the 5th floor, in room # 507. Safety and health hazards.	\$ 3,665	\$ 3,665	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
116	FM-0052387	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Opened wall to find source of leak, replace failed domestic hot water pipe inside wall. Contents of storage room as well as walls, floor, and ceiling were contaminated. Remediation/Restoration/Dispose of all contaminated items.	\$ 24,866	\$ 24,866	100.00
117	FM-0052392	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Water remediation, set up containments. Restored coil to stop leak, replaced blower wheels, bearings, and shaft. Replaced damaged ceiling tiles. ACM sampling in affected area. Water leaking from ceiling, a blower wheel broke up and metal debris punctured the cooling coil. Water flooded the air handler room and leaked into the room below.	\$ 32,662	\$ 22,468	68.79
118	FM-0052393	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - 10th fl court room drinking fountain malfunctioned and leaked into 9th floor court room & jury bench room. Replace damaged ceiling tiles. Water remediation, set up containments, dehumidifiers and fans were placed to remove moisture in the leak affected area. ACM sampling.	\$ 22,376	\$ 22,376	100.00
119	FM-0052394	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Replaced two defective 3 inch isolation valves, 40ft of 3 inch copper pipe and fittings. Removed ACM insulation. Insulated chilled water pipes. AHU #14-3 Air Handler leaked water from a deteriorated chilled water pipe. Chilled water isolation valves would not close properly and bypassed water.	\$ 29,784	\$ 20,488	68.79
120	FM-0052408	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Plumbing - Remove damaged toilet and install new floor mount cell toilet, secure and assure it is working properly. This work was completed as a P1 emergency due to the toilet leaking when flushed, which could have caused a flood to the lower floors.	\$ 2,931	\$ 2,931	100.00
121	FM-0052409	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Extract water and sanitize 1st floor public lobby, 1st floor men's public restroom, level A parking, and storage room. Turn off water to men's restroom and replace angle stop to urinal. Work required to remediate flooding into several rooms of the courthouse	\$ 6,416	\$ 6,066	94.54
122	FM-0052411	Los Angeles	East Los Angeles Courthouse	19-V1	1	Plumbing - Removed the pumps from the facility one at a time to prevent impacting the domestic water service to the building. Pumps were rebuilt off site and returned to the building. Installed both rebuilt pumps. Domestic water booster pump #1 was seized up and would not operate. Domestic water booster pump #2 was operating with noise coming from the bearings.	\$ 3,877	\$ 3,013	77.72
123	FM-0052412	Los Angeles	Mental Health Court	19-P1	2	Electrical - Replace/install new lighting fixtures throughout building exterior. The building over night is very dark due to poor lighting, creating a safety issue to employees and the public.	\$ 5,371	\$ 3,830	71.31
124	FM-0052414	Los Angeles	Santa Monica Courthouse	19-AP1	2	Interior Finishes - Demo a partition wall at Department S in support of Court Facilities reconfiguration of space. Due to the amount of cases being sent to Dept. S, the courtroom needs to be reconfigured in order to maximize the usage of the space and facilitate the increasing number of courts customers.	\$ 9,967	\$ 9,967	100.00
125	FM-0052427	Los Angeles	Bellflower Courthouse	19-AL1	1	HVAC - Removed the VFD that malfunctioned and installed a new VFD. The supply fan motor VFD for AHU #5 malfunctioned and was not repairable. The Jury Assembly Room and the Public Defenders Office were affected and not getting supply air. This impacted court operations.	\$ 3,991	\$ 3,111	77.94
126	FM-0052708	Los Angeles	Parking Structure Lot 48 Van Nuys Court Complex	19-AX6	1	Grounds and Parking Lot - Installed 2 new submersible pumps into the pit and re-piped the new pumps into the storm drain system for the structure; including new isolation valves and check valves. A third submersible pump was purchased for backup. New Duplex controls system was installed, water proof Hub panel installed and rewired with new breakers. Flood in Judge's level parking caused by severe rain storms and sump pump failure and damage to the electrical panel and control systems.	\$ 36,553	\$ 32,803	89.74



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
127	FM-0052714	Los Angeles	Pasadena Courthouse	19-J1	1	HVAC - The burners in boiler #3 were replaced to restore operation and heating to the building. This is the most cost efficient option to restore heating since boilers #1, #2, & #3 will be replaced in the coming weeks. There was no heating in the building. Boiler #2 leaks water from a cracked heat exchanger and boiler #3 had deteriorated burners. Boiler #2 not repairable due to malfunctioning hot water isolation valves. The valves do not close completely. Water bypasses the valves.	\$ 3,407	\$ 2,363	69.35
128	FM-0052719	Los Angeles	Norwalk Courthouse	19-AK1	2	Interior Finishes - Marble Toilet Partition - Remove and replace a broken marble partition panel connecting two toilet stalls, work will require new mounting material and polish and seal all edges of the stone. A partition stone in the center stall has been vandalized and broken in-half, and is not able to be used by the public. The second stall door has less support due to the missing section. These represent a major safety hazard.	\$ 4,607	\$ 3,917	85.03
129	FM-0052723	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Plumbing / Remove trash from sump pump pit confined space. Currently the sump pump pit is full of debris and must be removed to prevent pumps from getting damaged.	\$ 3,510	\$ 2,415	68.79
130	FM-0052724	Los Angeles	Metropolitan Courthouse	19-T1	2	Elevators - Install blank inserts in public elevators # 1-9 to prevent the passengers from pushing buttons on the floors that the elevator is not intended to stop. Currently the passengers are constantly pushing elevator floor buttons that are not intended to stop on, causing the elevator to time out. Also on various occasions, the elevator has got to floors where they were not intended, allowing the public to bypass weapons inspection screening.	\$ 5,425	\$ 5,129	94.54
131	FM-0052725	Los Angeles	Metropolitan Courthouse	19-T1	2	Elevator - Replace 1100 feet of ropes/cable for public elevator #3 . Currently the elevator cable is badly rusted and rouged and is compromising the strength of the cable.	\$ 14,999	\$ 14,180	94.54
132	FM-0052729	Los Angeles	Metropolitan Courthouse	19-T1	2	Elevators - Replace failed hardware and components identified during annual Elevator Recall testing of (13) elevators as required by the Fire Marshall.	\$ 8,256	\$ 7,805	94.54
133	FM-0052731	Los Angeles	Airport Courthouse	19-AU1	1	Electrical - Replace Main 400 Amp Breaker in Emergency Electrical panel 2EHB. This work was completed as a P1 emergency due to the emergency electrical panel 2EHB main 400 amp breaker tripped and would not reset. The emergency electrical panel supplies the power to the fire panel and emergency lighting on the 1st and 2nd floors.	\$ 6,848	\$ 5,285	77.17
134	FM-0052732	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Remove damaged shaft and parts, installed new bearing, shaft, blower wheels and tested return fan for proper operation. AHU 8-1 had broken shaft on return fan, this work is required for AHU to work properly.	\$ 14,868	\$ 10,228	68.79
135	FM-0052734	Los Angeles	Glendale Courthouse	19-H1	2	Holding Cell - Removed Chipped, damage and peeling paint from walls, benches and ceiling. Apply primer and re-paint holding cell allowing enough time for areas to dry. Remove floor tiles in lock up with full containment. Apply adhesive and new floor tiles. Men and women's holding cells have chipped. damaged, pilling paint on walls, benches and ceiling causing a health and safety issue. Main Area of Lock up have damage floor tiles causing a tripping hazard and health and safety issue.	\$ 8,818	\$ 8,818	100.00
136	FM-0052735	Los Angeles	Norwalk Courthouse	19-AK1	2	Interior Finishes - Patch holes in stone, insert wire mesh in voids, remove debris, and ensure no sharp edges in stone panels. Currently the stone panels in the panel hallways are cracked and have sharp edges which can be a danger to the public.	\$ 8,260	\$ 7,023	85.03
137	FM-0052736	Los Angeles	Torrance Courthouse	19-C1	2	Fire Protection - Install two new batteries, one new power supply, and one duct detector. Currently the duct detector in the AHU room is defective and must be replaced.	\$ 3,590	\$ 3,057	85.14



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
138	FM-0052737	Los Angeles	Glendale Courthouse	19-H1	2	Fire Protection - Install pendent sprinkler head in basement restroom, currently no coverage in restroom. Replace corroded 4" OS&Y valve on riser in basement. Lower sprinkler head in basement room for proper coverage , light fixture is blocking head. Hydro test hoses.	\$ 5,471	\$ 4,953	90.54
139	FM-0052738	Los Angeles	San Fernando Courthouse	19-AC1	1	Plumbing / isolate water supply to the facility, drain the hot water system, remove the damaged piping, install new piping, restore water to the facility, bleed the air from the water system, verify all fixtures in the facility are functioning, insolate the new piping, clean the area. This work was completed as a P1 emergency due to the hot water tank supply line leaking water, causing a safety hazard.	\$ 3,600	\$ 3,003	83.41
140	FM-0052739	Los Angeles	Glendale Courthouse	19-H1	2	Holding Cell - Furnish and Install 3 custom fences on existing gate. Align for proper operation; lubricate all moving points of friction. Check to insure proper operation. Fence on holding cells are loose and wires are cut causing a safety hazard	\$ 6,138	\$ 6,138	100.00
141	FM-0052754	Los Angeles	Alhambra Courthouse	19-I1	1	Elevators, Escalators, & Hoists - Elevator phone system. Re-programmed phones to dial 24 hour number. Checked for proper operation Elevator phone lines are not be directed to the Fujitec answering center but to another division within Fujitec. In an event of an entrapment the emergency answering center would be out of reach.	\$ 3,637	\$ 3,128	86.00
142	FM-0052757	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Water remediation, set up containments, disinfect affected areas. Dehumidifiers and fans were placed to remove moisture in the leak affected area. Ran plumbing snake through the affected drain and cleared the blockage. Standing water in the 2nd floor D.A.'s office and water leaking through the ceiling into the 1st fl corridor and room 104. Cause of flood was a urinal in the 2nd fl men's restroom affecting the 2nd f D.A.'s offices, 1st fl Hallway, and rooms 104 A and 101.	\$ 86,406	\$ 73,471	85.03
143	FM-0052758	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Two leaking sections in a 6 inch pipe replaced to prevent flooding and damage to court. Specifically, cut and remove, provide and install 20 feet of 6 inch copper piping, one 6 inch Victaulic copper isolation valve with gear operation, six 6 inch Victaulic copper couplings with EHP Gasket, two 6 inch adjustable band hangers with felt, one roto-hammer chain-wheel for new 6inch valve, 30 feet of new chain with master link for new chain-wheel.	\$ 10,338	\$ 10,338	100.00
144	FM-0052759	Los Angeles	Pomona Courthouse South	19-W1	2	Fire Protection - Isolate Fire Pump system, place building system in test mode, replace two (2) 4 inch Check Valves and put the system back into operation. Fire Pump System Loop Check Valves are leaking, causing the Fire Pump to send false signal to Fire Alarm Panel of General Alarm and Check Operations.	\$ 4,556	\$ 4,152	91.14
145	FM-0052764	Los Angeles	Pomona Courthouse North	19-W2	2	Elevators, Escalators, & Hoists - Preliminary Order: 1. Shorten or adjust the hoist ropes. 2. Test operation under seismic or emergency conditions. The state inspector issued a regulatory compliance to repair two deficiencies on elevator #1.	\$ 4,578	\$ 4,406	96.25
146	FM-0052765	Los Angeles	Pomona Courthouse South	19-W1	2	Elevators, Escalators, & Hoists - Preliminary Order: 1. Shorten or adjust the hoist ropes. 2. Test operation under seismic or emergency conditions. The state inspector issued a regulatory compliance to for two deficiencies on elevator #4.	\$ 4,578	\$ 4,172	91.14
147	FM-0052767	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	1	HVAC - Refurbish Chiller #. Chiller #1 has a bad shaft seal and it is leaking refrigerant. Additionally it is leaking refrigerant at the oil temp. control valve and oil cooler supply port.	\$ 59,277	\$ 43,575	73.51
148	FM-0052768	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	1	HVAC - Remove and replace (2) motor bearings, Remove and replace the seized purge pump, shaft seal bearings, purge and return filters, oil seals and required O-Rings. Remove and replace restricted valves (two 3/4" ball valves).	\$ 52,069	\$ 38,276	73.51



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
149	FM-0052777	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Interior Finishes - Removal and disposal of plaster from locker room ceiling (10x7 feet) due to water damage and build back and paint. Currently the ceiling is exposed and the room is not in use.	\$ 4,007	\$ 2,756	68.79
150	FM-0052786	Los Angeles	Van Nuys Courthouse East	19-AX1	1	Elevator - Elevator Motor - Restore the existing exciter motor for Elevator #4 to manufactures specifications. This work was completed as a P1 emergency due to the elevator not responding and sitting on the 1st for with it's doors open.	\$ 2,531	\$ 2,271	89.74
151	FM-0052837	Los Angeles	El Monte Courthouse	19-O1	2	Electrical - NTC-AQ 350 Kw Generator - Replace - Generator is too close to the school to run. Notice of Violation received from SCAMQD.	\$ 385,000	\$ 223,762	58.12
152	FM-0052181	Madera	Madera County Superior Court	20-A1	2	HVAC - The compressor has no oil pressure and needs to be replaced. The compressor refrigerant valves will be shut off and the compressor refrigerant recovered. A new Semi-Hermetic Compressor will be installed along with a new crank case heater. The system will be started up and the system topped off with customer supplied R-22 refrigerant - The chiller is only running on 3 compressors and with the summer heat approaching, the chiller will have a hard time keeping up with the cooling demand.	\$ 10,793	\$ 7,771	72.00
153	FM-0052187	Madera	Madera County Superior Court	20-A1	2	HVAC - Replace failed copper refrigerant line between the TXV and the Evaporator. This will require recovering the entire refrigerant out of the system and replacing the copper line. The system will be pulled in a vacuum and leak checked. The refrigerant dryer will be replaced and old refrigerant reinstalled, any additional refrigerant needed will be supplied by Pride - To meet EPA regulation on leak repairs	\$ 3,524	\$ 2,537	72.00
154	FM-0052135	Mendocino	County Courthouse	23-A1	2	HVAC - Replace - Remove and replace malfunctioning actuator	\$ 2,634	\$ 1,781	67.62
155	FM-0052137	Mendocino	County Courthouse	23-A1	1	HVAC - Emergency replacement -Remove and replace leaking steam pipes on make up water supply on boilers 1 & 2.	\$ 7,228	\$ 4,888	67.62
156	FM-0052324	Mendocino	County Courthouse	23-A1	2	Fire Sprinklers - Correct Deficiencies - Install signage for the control vale at riser 1, 2 and 3. Replace broken standpipe 2-1/2 gate valve located at the roof top level. Provide labor and material to replace fifteen (15) loaded/painted/bent sprinkler heads	\$ 4,252	\$ 2,875	67.62
157	FM-0052383	Merced	New Downtown Merced Courthouse	24-A8	2	Security - Cut hole into existing wall to install a 3' X 4' mirrored glass window - For added security the supervisor needs to see the counter area from	\$ 4,689	\$ 4,689	100.00
158	FM-0052386	Merced	New Downtown Merced Courthouse	24-A8	2	Security - Sound proofing judges conference room by install R-15 blow fill in 450sqft wall that has 3 1/2" cavities - Do to privacy issues in between the judges chamber and judges conference room you can hear conversations through the walls	\$ 4,211	\$ 4,211	100.00
159	FM-0052747	Merced	Old Court	24-A1	2	Utilities - Install approximately 150' of new underground poly gas line that will connect the existing regulator to two connection points on the building - The existing gas service is leaking and has been shut off by PG&E. The Court currently does not have gas or a heat source.	\$ 40,047	\$ 40,047	100.00
160	FM-0049233	Monterey	Marina Courthouse	27-B1	2	Roof - Replace built up portion of the roof north side (1600 SF), shingled portion of the roof, and missing shingles on the exterior walls - due to deterioration and blisters indicating possible water intrusion and damage.	\$ 42,287	\$ 42,287	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
161	FM-0052228	Monterey	Salinas Courthouse-North Wing	27-A1	1	Security - P1 - Removed old door hardware with burned out actuator- Installed new crash bar hardware with key card access to the door on the left- New electrical controller above T-Bar ceiling- New mechanical crash bar hardware on right hand door- Modified hardware mounting holes on doors due to the crash bars dimension- Powered doors electrical controller and tested secure card reader- Door is now secure and poses no security threat.	\$ 4,384	\$ 4,384	100.00
162	FM-0052252	Monterey	Salinas Courthouse-North Wing	27-A1	2	Electrical - Inadequate Lighting - Replace (5) recessed down lights with 2x2 reflective lighting fixtures to produce more lighting in the closed area. Current lighting in public hallway is dark and is creating a safety concern for the judges and staff when entering the secured area from the hallway lobby	\$ 3,465	\$ 3,465	100.00
163	FM-0052253	Monterey	Salinas Courthouse-North Wing	27-A1	2	Elevator/Lifts/Hoists - Wheel Chair Lift - Remove and replace failed Vonduprin door latch safety and rewire as needed. Perform start up and full operational testing and return to service.	\$ 4,237	\$ 4,237	100.00
164	FM-0052376	Monterey	Salinas Courthouse-North Wing	27-A1	2	Fire Life Safety - Replace failed fire pump bearing packing - after hours work needed - This is allowing a loss of sprinkler system water and effects the performance of the fire pump.	\$ 4,009	\$ 4,009	100.00
165	FM-0052407	Monterey	Salinas Courthouse-North Wing	27-A1	2	Elevator 1 and 4. Identified failed ram packing at time of service. There is a active hydraulic fluid leak in both elevators.	\$ 13,233	\$ 13,233	100.00
166	FM-0052761	Monterey	Marina Courthouse	27-B1	2	Interior Finishes - Install 1300 square feet of 1" thick Fabric wrapped acoustical panels inside existing wall molding in courtroom. The echoing while speaking is effecting the judges concentration while making decisions.	\$ 10,759	\$ 10,759	100.00
167	FM-0052771	Monterey	Salinas Courthouse-North Wing	27-A1	2	HVAC - Replace (1) failed evaporator coil for the electrical room. Room is hitting the 80s is temperature.	\$ 2,362	\$ 2,362	100.00
168	FM-0052710	Napa	Criminal Court Building	28-A1	2	HVAV - Replace failed compressor #1 lockout control module	\$ 3,397	\$ 3,397	100.00
169	FM-0052105	Orange	Central Justice Center	30-A1	2	HVAC - VFD for AH16 remove existing defective starter and replace with 25hp ABB VFD and transducer for control of AH16. Presently AH16 is in the on position and cannot be shut off due to defective starter. Courtrooms C-48 thru C-54 affected.	\$ 8,446	\$ 7,700	91.17
170	FM-0052106	Orange	Central Justice Center	30-A1	2	Plumbing - Install a new steam valve with new nut and bold and gasket kit, presently valve is leaking and is causing a safety issue for staff having to work next to the unit.	\$ 8,278	\$ 7,547	91.17
171	FM-0052107	Orange	North Justice Center	30-C1	2	HVAC - Chiller 1 and associated cooling tower for Phases I and II are not tied in to the Building Automation System (BAS). This work will include installation of new Schneider-Electric programmable MR controllers, new current sensors with control relays for monitoring system status and providing stop/start via the BAS rather than manually. New BAPI temperature sensors will also be installed as part of this project. Once installed, everything will be tested and programmed into the BAS.	\$ 4,092	\$ 3,695	90.31
172	FM-0052143	Orange	West Justice Center	30-D1	2	Install bypass valve and circulation pump to Ajax Boiler to maintain supply/return water temperature to prevent further damage to firebox & door flange due to condensation, per manufacturer's recommendation. See SWO 1314081 for details.	\$ 5,793	\$ 5,253	90.68
173	FM-0052177	Orange	Harbor Justice Center-Newport Beach Facility	30-E1	2	Electrical - Add GFI to main breaker for code compliance - Remove the existing failed Shunnt Trip breaker from the 2000amp service and replace with a refurbished ground fault relay, includes test and certification.	\$ 9,848	\$ 8,304	84.32
174	FM-0052178	Orange	Harbor Justice Center-Newport Beach Facility	30-E1	2	Grounds and Parking Lot - Lifting concrete has caused a 1.5" level change in the ADA parking path of travel. This lifting concrete is also a trip hazard for the public.	\$ 24,002	\$ 20,238	84.32



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
175	FM-0052182	Orange	West Justice Center	30-D1	2	Secure motor of exit gate by installing a lockable stainless steel arm cover to top of operator. Install magnetic lock to swing gate to prevent gate from opening if motor is inoperable. This request is due to a security breach in which an individual removed the swing arm and accessed the secure parking during overtime business hours. See Sheriff Incident Report and SWO 1338403 for details.	\$ 3,612	\$ 3,612	100.00
176	FM-0052192	Orange	West Justice Center	30-D1	2	Roof - Degraded Roofing - Remove approximately 550 SF of degraded and wrinkled roof system down to the substrate. Fill in area with fiber board to match existing roof, install 2ply composite sheets set in with cold adhesive and retrofit drain. Broadcasted new granules to match existing roof.	\$ 10,875	\$ 9,861	90.68
177	FM-0052209	Orange	North Justice Center	30-C1	2	Exterior - Concrete Renovation - Demo broken and loose concrete spalls at expansion joints, fill voids with Emaco Polymer Concrete Grout. Fill large cracks in facade and spaulding by injecting epoxy. Demo large 3'x3'x1" patch in SE wall, fill with Emaco Polymer Concrete Grout flush with surface of concrete. Paint all damaged areas to match. This is a safety issue - areas of spalling appear ready to drop.	\$ 22,254	\$ 20,098	90.31
178	FM-0052227	Orange	Central Justice Center	30-A1	2	Plumbing - Remediation and abatement related to P1 Flood SWO 1338385 – ACM testing and associated abatement of the VCT tile and the ceiling and wall drywall per the testing report, replace the existing carpet that has been severely damaged from the flood water, remove and replace the failed couplings on both the supply and return lines for the hot and cold coils. The flood damage occurred in the 2nd and 3rd floor secure hallway and courtroom space as well as the 2nd floor Victim Witness space; the Victim Witness space is currently closed and has impacted the operations of the court.	\$ 96,411	\$ 87,898	91.17
179	FM-0052229	Orange	West Justice Center	30-D1	2	Hazardous Material - Asbestos Abatement - Signs of delaminating of sprayed on acoustic ceiling is occurring in Department W12 Courtroom (approx. 2425 sq. ft.). Samples of acoustic ceiling material contained from 8% to 12% Chrysotile asbestos. SWO 1335104 & 1335241 was issued after particles of acoustic ceiling fell during a lamp change.	\$ 30,155	\$ 27,345	90.68
180	FM-0052231	Orange	West Justice Center	30-D1	2	Grounds - Sidewalk Flooding - Install an overflow drain to divert excess collected rain water from gravel laden planter to northeast planters. Although modifications to the planter were made under FM 1314023, planter became waterlogged after heavy rain. Drainage problem is due to the difficult soil conditions (heavy compacted clay) that make drainage slow or fails to drain at all.	\$ 6,965	\$ 6,316	90.68
181	FM-0052271	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Plumbing - Replace two 2 1/2" three piece ball valves on 3rd and 4th floors and one 1" ball valve and one 3/4" ball valves on the 2nd floor. Valves are stuck and non operational. Install two 3/4" shut off valves and replace Simmons cartridge for the shower. Functioning valves are necessary to isolate leaks, complete repairs and avoid turning the building water off which will affect operations.	\$ 6,107	\$ 4,883	79.95
182	FM-0052289	Orange	Central Justice Center	30-A1	2	Doors - Emergency Exit Roll Up Gate - Remove and replace one (1) damaged, non repairable 20' x 10' roll up gate in the basement. In case of an emergency there is no way to evacuate the vehicles in the basement.	\$ 10,336	\$ 9,423	91.17
183	FM-0052330	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Interior Finishes - Reconfigure the existing space to create three offices, one storage room, ADA compliant public counter with glass, minor electrical, HVAC, Fire Sprinkler, carpet and paint work. Work is needed to relocate the Domestic Violence Assistance Program staff from the 6th floor space to proceed with the Courtroom project under SWO 1283239	\$ 85,000	\$ 85,000	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
184	FM-0052334	Orange	West Justice Center	30-D1	2	Electrical - Remove and replace antiquated duplex pump system controls for ground/storm water pumping stations that have far exceeded its lifespan and parts are no longer available to make the necessary repairs. The new duplex pump control panel will provide a reliable alternating operation of two pumps with automatic override control.	\$ 10,354	\$ 9,389	90.68
185	FM-0052390	Orange	West Justice Center	30-D1	2	Remove eroded soil from drainage field (approx. 325 sq. ft.) along east side of courthouse and replace with 1" gravel, 2 inches thick to prevent ground and surface water from penetrating or damaging building.	\$ 3,120	\$ 2,829	90.68
186	FM-0052400	Orange	Central Justice Center	30-A1	2	Plumbing - Pipe and Flange Leak - Replace a 2' section of 4" hot water line and replace one leaking flange, at this time the hot water line is leaking and is corroded around flange.	\$ 7,491	\$ 6,830	91.17
187	FM-0052405	Orange	West Justice Center	30-D1	2	Interior Finishes - Asbestos Abatement - Signs of delaminating of sprayed on acoustic ceiling has occurred in Department W12 Courtroom (approx. 2425 sq. ft.). FM request: SWO 1341102 was issued to abate ceiling after samples of acoustic ceiling material tested positive for asbestos (samples contained from 8% to 12% Chrysotile asbestos). As recommended, acoustical ceiling spray of the same type throughout the facility should be considered for removal before delimitation occurs.	\$ 334,444	\$ 303,274	90.68
188	FM-0052406	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Plumbing -REGULATORY COMPLIANCE FAILURE. Replace Domestic Water Backflow #2 4305, piping Tee (1) and piping 90's (2) with new Wilkins 375AR. Backflow #2 failed the Backflow Prevention Device test under PM SWO 2397152. Replacement of the device is necessary due to the age of the device (23 years old), prior failure in 2013, to avoid repair costs and ensure the device functions properly.	\$ 6,700	\$ 5,357	79.95
189	FM-0052415	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Plumbing - REGULATORY COMPLIANCE FAILURE. Replace Domestic Water Backflow #1 3881, piping Tee (1) and piping 90's (2) with new Wilkins 375AR. Backflow #1 failed the Backflow Prevention Device test under PM SWO 2397150. Replacement of the device is necessary due to the age of the device (23 years old), prior failure in 2013, to avoid repair costs and ensure the device functions properly.	\$ 6,700	\$ 5,357	79.95
190	FM-0052418	Orange	Central Justice Center	30-A1	2	Plumbing - Remove and replace 12" of 4" domestic cold water line. Cut out the old line and install the new section of pipe and associated fittings. The cold water line is leaking and has damaged the ceiling in basement.	\$ 4,190	\$ 3,820	91.17
191	FM-0052721	Orange	West Justice Center	30-D1	2	HVAC - Phase II Cooling Tower - Remove existing deteriorated distribution hot water basin from Cooling Tower 2 and replace with new galvanized basin. During PM 2369098, hot water basin was found to be rusted and corroded through. Attached pictures show extreme rust and corrosion, as well as the placement of the areas completely deteriorated through. A temporary patch was fitted under work order 1334393.	\$ 12,883	\$ 11,682	90.68
192	FM-0052726	Orange	Central Justice Center	30-A1	2	Remove and replace leaking clay valve located in basement mechanical room. The valve regulates pressure for the domestic water to the tower at the Central Justice Center. If the valve fails domestic water will not be able to be pumped into the tower for domestic use.	\$ 2,300	\$ 2,097	91.17
193	FM-0052730	Orange	Central Justice Center	30-A1	2	Fire Protection - Remove and replace 35 existing outdated, painted sprinkler heads located in sub-basement holding areas, they are old and on the verge of failing. Champion Fire will replace the fire sprinkler heads with new chrome 401 type pendant 155 degree fire sprinkler heads and escutcheons. All work will be done after-hours.	\$ 3,850	\$ 3,510	91.17



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
194	FM-0052742	Orange	West Justice Center	30-D1	2	Hazardous Material - Remove Abandoned Halon Suppression System - Remove all equipment and devices associated with the Halon system once used to support emergency communication equipment using C-16 certified contractor. Hard wire smoke and heat detector directly to the main fire panel and install 3 sprinkler heads to existing sprinkler system. The Halon system failed LEVEL III PM in January, re: SWO 1324561. Supporting documentation was obtained from Orange County Fire Authority.	\$ 4,000	\$ 3,627	90.68
195	FM-0052748	Orange	Central Justice Center	30-A1	2	Grounds and Parking Lot - Replace broken tension barrel to exit gate to judges basement parking area. Currently the gate has to be manually raised and lowered affecting court operations	\$ 5,599	\$ 5,105	91.17
196	FM-0052752	Orange	North Justice Center	30-C1	2	HVAC - Fall Protection - Design, build, and install custom service platforms w/catwalks and fall protection to access the tops of the Cooling Towers during routine and preventative maintenance. Current conditions require two techs instead of one performing any work utilizing a temporary plywood bridge and tie offs. Working conditions are extremely dangerous. Access ladder with safety cage to elevated catwalk and platform on each tower will be installed as required by OSHA.	\$ 171,186	\$ 154,598	90.31
197	FM-0052769	Orange	West Justice Center	30-D1	2	Exterior - Fire Escape - Replace and treat against rust, damaged fire escape components to prevent deterioration and failure. The fire escape was replaced in 2006 but was not properly treated to prevent rapid deterioration from weather. It consists of open steel frame and deck with concrete treads and landings. Evidence of invasive rust is present throughout.	\$ 5,204	\$ 4,719	90.68
198	FM-0052267	Riverside	Family Law Court	33-A1	1	HVAC - Chiller - Remove and replace failed rooftop building chiller with a new 185 ton unit. A crane will be required to remove and replace the chiller. Both compressors of the existing chiller failed within a week of each other. Additional work includes installation of additional chilled water storage to eliminate short-cycling.	\$ 250,000	\$ 250,000	100.00
199	FM-0052426	Riverside	Larson Justice Center	33-C1	2	Fire Protection - Freight Elevator WON Fire Door - Remove and replace failed door motor and batteries of the third floor freight elevator WON door. Work will restore door to original function as mandated by the State Fire Marshall.	\$ 5,635	\$ 4,554	80.81
200	FM-0052838	Riverside	Family Law Court	33-A1	2	HVAC - Replace the 1.5 Million BTU Boiler, which has failed the recent Source testing.	\$ 103,350	\$ 103,350	100.00
201	FM-0052333	Sacramento	Juvenile Courthouse	34-C2	2	HVAC - Chiller - Restore chiller tubes in Chillers 1 and 2 to factory condition - Chemical treatment and de-scaling required at the condenser section of chiller - no cooling for building	\$ 3,519	\$ 3,519	100.00
202	FM-0052783	Sacramento	Gordon Schaber Sacramento Superior Court	34-A1	1	HVAC - Replace failed 7 Ton elevator room dual HVAC unit with 7.5 ton dual unit. System maintains temps for the elevator equipment/computers & insulate penthouse ceiling and 2 walls not insulated already. Air lift old/new units in place, remove abandoned cooling unit. Existing unit is 20 yrs old and repair is not economically feasible.	\$ 49,000	\$ 49,000	100.00
203	FM-0052206	San Bernardino	Victorville Courthouse- Dept. N-1	36-L1	2	Elevators, Escalators, & Hoists - Rebuild limit bar, replace failed limit switches, and locate short in down circuit. Currently the wheel chair lift V-4 is non-operational creating a possible ADA compliance issue.	\$ 4,967	\$ 3,191	64.25
204	FM-0052255	San Bernardino	San Bernardino Courthouse - Annex	36-A2	1	Elevator/Lifts/Hoists - Breaker - Electrical contractor to replace failed breaker with burnt terminal. Elevator contractor to test for proper operation and return car to service when complete.	\$ 3,664	\$ 3,502	95.58
205	FM-0052266	San Bernardino	Fontana Courthouse	36-C1	2	Interior Finishes - Install containment curbs across the door thresholds and epoxy coat the floors of both hydraulic elevator mechanical rooms in order to contain a possible future hydraulic oil spill to the mechanical rooms and prevent it from seeping into or through the concrete floors. Code required.	\$ 8,927	\$ 7,335	82.17



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
206	FM-0052269	San Bernardino	Barstow Courthouse	36-J1	2	Interior Finishes - Install containment curbs across the door threshold and epoxy coat the floor of the hydraulic elevator mechanical room in order to contain a possible future hydraulic oil spill to the mechanical room and prevent it from seeping into or through the concrete floor. Code required.	\$ 6,640	\$ 5,175	77.93
207	FM-0052270	San Bernardino	San Bernardino Courthouse	36-A1	2	Electrical - Install (2) wall mount LED fixtures to provide additional lighting for the Judges parking lot and (3) LED pole mount fixtures (including pole) to provide additional lighting for the pedestrian walkway leading to the Judges parking lot. The current lighting level in some spots associated with these areas is as low as .08fc (foot-candles) and must be increased to assure the safety of Judges accessing the lot from the new Courthouse.	\$ 13,360	\$ 13,360	100.00
208	FM-0052272	San Bernardino	Rancho Cucamonga Courthouse	36-F1	2	COUNTY MANAGED - HVAC- Chiller#1 & 2. Replacement of both chillers and control panels due to failures. One chiller has completely failed and is offline. Other chiller will not meet cooling demands in the summer on its own. Chillers are 30 years old. Project scope includes but is not limited to the replacement of (2) Trane centrifugal chillers, Controls and mechanical components as per the SOW.	\$ 696,360	\$ 696,360	100.00
209	FM-0052404	San Bernardino	Rancho Cucamonga Courthouse	36-F1	2	COUNTY MANAGED - Fire Sprinklers - Replace approximately 200 fire sprinklers throughout the facility. The existing fire sprinklers were found to be non compliant in a recent 5 year inspection by local authorities.	\$ 31,754	\$ 31,754	100.00
210	FM-0052728	San Bernardino	New San Bernardino Courthouse	36-R1	1	Grounds and Parking Lot - Sheriff's vehicle struck the South bus bay roll-up door requiring immediate service in order to secure it. The following components are damaged and need to be replaced: (8) door slats, (1) bottom door bar, (1) weather stripping, and (1) stainless guide grill. The sally port bus bay roll-up door was hit by a sheriff's vehicle and is out of operation, safety and security issue. Will pursue reimbursement from the County	\$ 6,244	\$ 6,244	100.00
211	FM-0052749	San Bernardino	Juvenile Dependency Courthouse	36-P1	2	Roof - Replace 10X30 ft. section of roof per 2014 survey including damaged counter flashing and glue membrane spills which are pulling granules from the roof system. Work is needed to prevent roof leaks, causing damage to building structure and interior	\$ 7,865	\$ 4,289	54.53
212	FM-0052770	San Bernardino	Barstow Courthouse	36-J1	1	Plumbing - Replace 100 gallon domestic hot water heater that is leaking from the tank. The existing hot water heater is over 20 years old and is at end of life.	\$ 6,922	\$ 5,394	77.93
213	FM-0052778	San Bernardino	Fontana Courthouse	36-C1	2	Exterior Shell - Roof - Exterior wall has cracked masonry joints in multiple locations, apply acrylic urethane sealer, and replace several deteriorated sections of roof totaling approximately 300SF. This work is necessary to prevent future leaks that were observed during the last rains.	\$ 5,393	\$ 4,483	83.13
214	FM-0052784	San Bernardino	Fontana Jury Assembly Building	36-C3	2	Exterior shell - Exterior walls have cracked masonry joints in multiple locations. Apply acrylic urethane sealer to masonry. This work is necessary to prevent future leaks that were observed during the last rain.	\$ 5,056	\$ 5,056	100.00
215	FM-0052303	San Diego	Juvenile Court	37-E1	2	Plumbing - Remove and dispose of existing water heater. Replace with 100 gallon, 275 MBH, Natural Gas Vertical water heater and connections. Pinhole leak in existing water heater.	\$ 7,180	\$ 5,358	74.62
216	FM-0052318	San Diego	County Courthouse	37-A1	1	Elevators, Escalators, & Hoists - Replaced blown fuse and bad amplifier PCB. Judge's Elevators seven and eight were not operating.	\$ 2,292	\$ 2,292	100.00
217	FM-0052339	San Diego	North County Regional Center - Vista Center	37-F2	1	Plumbing - Remediate Foul Odor - Replace the leaking joints in the 3" vent pipe. Staff in business offices, Family Law Services, Interpreters Offices, Juvenile Services and Family Court Services all reported a foul odor. Access through ceiling sections of the restrooms and Child Care Center.	\$ 4,025	\$ 4,025	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
218	FM-0052360	San Diego	South County Regional Center	37-H1	2	Elevators, Escalators, & Hoists - Refurbish Court Elevator Brake Pad Lining - Remove brake shoes from machine, refurbish the pads in order to remove any, and all foreign substance from the pad surface. Re-install the brake shoes and adjust for proper operation. This phase of the work includes the work to install the rated load in the elevator plus 125% and test for accurate braking. There is a lubricant on the brake shoe lining that has caused slippage of the brakes.	\$ 3,414	\$ 3,414	100.00
219	FM-0052715	San Diego	East County Regional Center	37-I1	1	Elevators, Escalators, & Hoists - Remove the Generator from the mounting of elevator #8 and replace with a refurbished generator. Make required modifications to the floor mounting brackets and wiring to accommodate the new generator. Make required operational adjustments to the new generator to allow for proper operation. Judge's elevator #8 was stuck.	\$ 21,519	\$ 21,519	100.00
220	FM-0052717	San Diego	Kearny Mesa Traffic Court	37-C1	2	Furniture and Equipment - Re-spring the seat mechanism to 35 chairs to prevent a trip hazard. There are 35 chairs in which the spring mechanism is broken and the chair will not return to a folded position on its own. The broken chairs need to be fixed due to a recent accident in which a defendant tripped over one of the unfolded chairs and hit her face on a wooden armrest.	\$ 7,456	\$ 7,456	100.00
221	FM-0052720	San Diego	County Courthouse	37-A1	2	HVAC - Open heat exchanger one, hydro tube bundle, plug tube passes that are leaking. Replace all gaskets, hydro and check for leaks. If unit holds hydro align heat exchanger to HHW loop. Heat exchanger one, sprung a leak, losing chemicals and contaminating condensate return system. Number 2 is barely keeping up with the demands of the heating loop. It is presently taking all night to come back up to set temperature.	\$ 5,400	\$ 4,181	77.42
222	FM-0052722	San Diego	Hall of Justice	37-A2	1	COUNTY MANAGED - Fire Life Safety - Emergency work required to Fire Damper and Fire Damper Motors as a result of the City of San Diego fire inspection deficiency notice.	\$ 18,068	\$ 18,068	100.00
223	FM-0052760	San Diego	Juvenile Court	37-E1	2	Plumbing - Replace two backflow preventer assemblies and re-secure to piping. Backflow devices are severely corroded and leaking.	\$ 8,635	\$ 6,443	74.62
224	FM-0052776	San Diego	East County Regional Center	37-I1	2	HVAC - Replace non operational Chillgard monitoring system with new Chilltech LE Series Refrigeration Monitoring Device. The Chillgard monitoring system which operates with a gas sensor that determines the refrigerant concentration for the system and outputs electrical analog signal proportionate to the concentration is not operating. This is a safety hazard, the chiller units will not shut down if there was a refrigerant leak.	\$ 7,358	\$ 4,982	67.71
225	FM-0052787	San Diego	County Courthouse	37-A1	2	Interior Finishes - Restore existing concrete ceiling, shoring of spalling areas in sub-basement as noted in SFM 2012 report. Deteriorated/inadequate lathe and plaster on ceiling and absorber pier support beams in north sub-basement. Area needs to be shored to prevent falling plaster and/or risk of falling.	\$ 10,786	\$ 8,351	77.42
226	FM-0052136	San Francisco	Civic Center Courthouse	38-A1	2	Interior Finishes - Correct damage in Dept 302, 303 and 206 affected by a fire sprinkler piping leak; vacuum water; expose affected drywall/insulation for drying; operate blowers, dehumidifiers; clean affected carpet; replace ceiling tiles (Dept 206); patch/paint drywall (closets) in 302, 303 and 206 (ceiling).	\$ 13,755	\$ 13,755	100.00
227	FM-0052103	San Mateo	Municipal Court Building - Northern Branch	41-C1	2	Plumbing - Pipe leak - Evacuate water, dry effected areas, replace several damaged ceiling tiles and remove and replace 80 sf of damaged drywall.	\$ 2,805	\$ 2,805	100.00
228	FM-0052205	San Mateo	Hall of Justice	41-A1	2	Plumbing - Remediate water leak from sink - Remove loose paint from walls and remove swollen drywall, approximately 40SF, set de-humidifiers and air movers to dry the walls and ceilings, remove and replace 12 LF of rubber cove base and 40 SF of drywall and paint the damaged area.	\$ 12,133	\$ 6,394	52.70



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
229	FM-0052237	San Mateo	Central Branch	41-B1	2	Electrical - Replace existing non positional exterior light fixtures (6) with motion sensor LED lights - reduced usage facility has become a social gathering location w/trash and vandalism	\$ 5,136	\$ 5,136	100.00
230	FM-0052238	San Mateo	Central Branch	41-B1	2	Grounds and Parking Lot - Install new bollards and security cable across both driveways - padlocks to be used at either end: one side keyed to court Primus the other side keyed alike for SMPD and SMFD - metal parts to be stainless steel - bollards to be painted safety yellow - reduced usage facility has become a social gathering location w/trash and vandalism - locals are using the parking lot to park their cars creating a liability issue. AOC to install appropriate signage at each driveway.	\$ 5,503	\$ 5,503	100.00
231	FM-0052325	San Mateo	Hall of Justice	41-A1	2	Water damage remediation - Extract standing water from affected areas (55 Gal) - dry out all moisture - move furniture (Desk and 7 file cabinets) to access affected areas - remove / replace damaged: ceiling tiles (300), base board (30 Ft), and duct insulation (above the ceiling) (40 ft, 24" duct. -Relief valve on the floor above failed, allowing water to flood the area below.	\$ 22,601	\$ 11,911	52.70
232	FM-0052264	Santa Barbara	Santa Maria Courts Building A + B	42-F3	2	HVAC - Forced Air Heating Units - Remove and replace 2 each failing FAU's. Failing FAU's causing Condenser to freeze up and system not providing adequate Cooling and Heating to Department 5 Courtroom and Judge's Chambers.	\$ 8,697	\$ 2,003	23.03
233	FM-0052279	Santa Barbara	Santa Barbara Figueroa Division	42-B1	1	HVAC - Replace inoperable compressor - Remove and replace the failed HVAC compressor in the IT Server room.	\$ 4,020	\$ 4,020	100.00
234	FM-0052283	Santa Barbara	Santa Maria Juvenile Court (New)	42-H1	2	HVAC - HVAC Unit #7 - Remove and replace a faulty inducer fan motor, igniter and front burner plate. HVAC unit #7 has faulty inducer fan motor, igniter and front burner plate. Unit malfunction not providing heating and cooling to the lobby of the Santa Maria Juvenile Center.	\$ 2,726	\$ 1,807	66.30
235	FM-0052328	Santa Barbara	Santa Maria Courts Building G	42-F5	1	HVAC - restore leaks found in Chiller #1 - Leaks found during routine PM of Chiller #1, Circuit #1 on the unloaders of each compressor (2.) Chiller operating at 50% capacity causing excess strain on Chiller #2.	\$ 7,069	\$ 6,821	96.49
236	FM-0052423	Santa Barbara	Santa Barbara Figueroa Division	42-B1	2	Fire/Life/Safety - Elevator - Auto Dial Telephone - Install a new autodial telephone for Elevator recall safety requirement. The existing phone does not allow for proper communication with Elevator monitoring vendor due to age of system installed. Unit is not code compliant.	\$ 3,622	\$ 3,622	100.00
237	FM-0052424	Santa Barbara	Santa Maria Courts Building C + D	42-F1	2	Fire/Life/Safety - Elevator - Auto Dial Telephone - Install a new autodial telephone for Elevator recall safety requirement. The existing phone does not allow for proper communication with Elevator monitoring vendor due to age of system installed. Unit is not code compliant.	\$ 3,622	\$ 1,981	54.70
238	FM-0052395	Santa Clara	Hall of Justice East	43-A1	2	HVAC - Chiller Compressor - Remove and replace one (1) failed 80 ton chiller compressor in the 7th floor penthouse. Work will require the use of a crane. Replace the electronic expansion and discharge check valves. Electrical, wiring, and startup of the new compressor and existing chiller is included. Refrigerant recovery of approximately 50lbs. Perform acid contamination test on the refrigerant prior to recharging.	\$ 78,680	\$ 78,680	100.00
239	FM-0052138	Santa Clara	Sunnyvale Courthouse	43-F1	2	Plumbing - Clear (20feet) of clogged main sewer line. Install new (1) two way clean out in patio area. Jury Assembly Restroom is currently closed for use	\$ 3,940	\$ 3,940	100.00
240	FM-0052149	Santa Clara	Morgan Hill Courthouse	43-N1	1	Fire protection regulatory compliance failure - Remove, replace and re-certify BF03 OM00019234 and BF04 OM00020617. Work to include, replacing (1) 8" gate valve, rebuilding (1) 8" back flow and (1) 3/4" back flow.	\$ 5,645	\$ 5,645	100.00
241	FM-0052174	Santa Clara	Downtown Superior Court	43-B1	1	Electrical - Replace (3) failed breaker's - During the planned Electrical Preventive Maintenance Service, the breakers failed during the load testing due to age and worn contact points	\$ 15,420	\$ 15,420	100.00



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
242	FM-0052175	Santa Clara	Santa Clara Courthouse	43-G1	2	HVAC Chiller - replace failed head pressure controller (1) valve and (1) actuator. Run and test operations. Chiller has failed and there is not AC in the building. Work completed after hours.	\$ 9,293	\$ 9,293	100.00
243	FM-0052203	Santa Clara	Old Courthouse	43-B2	2	Electrical - Replace (2) lights and (2) ballast. Boom truck required to complete this work, these light poles shine on the front of the building. Perimeter safety and security is impaired	\$ 2,799	\$ 2,799	100.00
244	FM-0052262	Santa Clara	Morgan Hill Courthouse	43-N1	2	Fire Protection - Replace (1) failed FM200 storage tank, with (1) new initiator and cylinder valve assembly	\$ 11,653	\$ 11,653	100.00
245	FM-0052263	Santa Clara	Old Courthouse	43-B2	2	Irrigation - Leaking Shut Off Valve - Remove and replace the 2" shut off valve and assembly, once complete, test & certify the backflow prevention assembly and submit the results to the appropriate agency	\$ 2,540	\$ 2,540	100.00
246	FM-0052265	Santa Clara	Hall of Justice (East)	43-A1	2	Fire/Life/Safety - Fire Roll Up Doors - Replace five (5) 3' x 8' failed Rolling Steel Fire Doors, work also requires the removal and replacement of five (5) Fire Releasing Devices with Battery Backup into the existing door and restring four (4) existing doors	\$ 112,420	\$ 112,420	100.00
247	FM-0052344	Santa Clara	Palo Alto Courthouse	43-D1	2	Exterior Shell - Sally Port Door - Remove and replace (1) failed gear head motor operator for the south sally port vehicle roll door.	\$ 4,178	\$ 4,178	100.00
248	FM-0052348	Santa Clara	Hall of Justice (West)	43-A2	1	HVAC - Chiller #1 Electronic Expansion Valve and Compressor Control Board - Remove and replace the failed EXV and I/O board to bring chiller #1 to a fully operational state to provide required cooling to building. The physical location of the EXV requires that the refrigerant be captured and the coil removed to access EXV, once replaced, the coil will be re-installed and the refrigerant lines re-charged.	\$ 14,203	\$ 14,203	100.00
249	FM-0052351	Santa Clara	Old Courthouse	43-B2	2	Electrical - Emergency Generator - Remove and replace the leaking radiator, (2) radiator coolant hoses, (1) air filter, (1) fan belt, fill with 50/50 mix of coolant. Run/test and return unit to full service	\$ 8,150	\$ 8,150	100.00
250	FM-0052352	Santa Clara	Sunnyvale Courthouse	43-F1	2	Fire Protection - Leaking Alarm Valve - Remove and replace (1) 4" failed Alarm valve, trim piping, and retard chamber. Currently valve is leaking causing potential for flooding.	\$ 7,676	\$ 7,676	100.00
251	FM-0052357	Santa Clara	Hall of Justice (East)	43-A1	2	Plumbing - Water Softener has failed - Cut into pieces and remove the existing water softener from the Penthouse, cap existing connections on water softener system and bypass the piping for domestic water. The existing softener has been decommissioned for some time and has corroded. Work will require the use of a crane and off hours schedule.	\$ 9,578	\$ 9,578	100.00
252	FM-0052396	Santa Clara	Hall of Justice (West)	43-A2	2	HVAC - Replace failed ACU #4 split system Compressor Failed - Unit is specific cooling for the PBX equipment - Replacement required to provide required equipment cooling.	\$ 3,473	\$ 3,473	100.00
253	FM-0052401	Santa Clara	Morgan Hill Courthouse	43-N1	2	Plumbing - Replace (3) feet of 1 1/2 copper pipe found in Domestic Water - Leak found during routine Rounds above the T-Bar.	\$ 2,812	\$ 2,812	100.00
254	FM-0052709	Santa Clara	Hall of Justice (West)	43-A2	2	Plumbing - Replace failed & corroded galvanized suction piping with Schedule 80 PVC for the sump pump. Pump is suctioning air an shutting pump down. Water level rises causing sewage flood. Cycle system for normal operation.	\$ 11,739	\$ 11,739	100.00
255	FM-0052740	Santa Clara	Palo Alto Courthouse	43-D1	2	Elevator, Escalators & Hoists - Wheel chair lift failing and unsafe. Replace (1) failed power inverter and (1) hand held controller for wheelchair lift. Work is required by code.	\$ 3,141	\$ 2,074	66.04
256	FM-0052746	Santa Clara	Hall of Justice (East)	43-A1	2	Elevator - Elevator #7 - Replace (1) failed mechanical starter contactor assembly. Provide and install a new Solid-State Starter to control motor starting and limit the inflow of current. The new starter shall be wired, adjusted, and tested for smooth operation	\$ 5,979	\$ 5,979	100.00
257	FM-0052716	Shasta	Main Courthouse	45-A1	1	HVAC - Restore BAS in building - BAS offline due to system failure	\$ 160,000	\$ 111,536	69.71



	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE OF PRELIMINARY ESTIMATE	FACILITY MODIFICATION PROGRAM SHARE % OF COST
258	FM-0052140	Solano	Hall of Justice	48-A1	2	Interior finishes - Replace three failed high security locksets and two failed door closers complete with keys for doors into secure areas - Work to be performed afterhours	\$ 6,389	\$ 6,389	100.00
259	FM-0052142	Solano	Hall of Justice	48-A1	2	Elevators, Escalators, & Hoists - Replace failed emergency phone in public elevator #1	\$ 1,095	\$ 797	72.82
260	FM-0052378	Solano	Law And Justice Center	48-A2	2	HVAC - Leaking Control Valves - Remove and replace one (1) Hot Water Control Valve and one (1) Isolation Valve, work requires replacement of several damaged ceiling tiles as well.	\$ 5,290	\$ 5,290	100.00
261	FM-0052183	Stanislaus	Modesto Main Courthouse	50-A1	1	Plumbing - Black Water Remediation - Isolate the cause of the black water spill, remove debris from the sump pump and hydro-jet the sewer main to the building. Remove and replace approximately 32 SF of drywall and 8 ceiling tiles, extract water, clean and sanitize flooring and pressure wash the gutter in front of the court. All restrooms, drinking fountains, sinks etc. overflowing black water and all restrooms are out of order.	\$ 5,000	\$ 4,990	99.80
262	FM-0052305	Stanislaus	Modesto Main Courthouse	50-A1	2	HVAC - Labor and Programming to replace 4 failed control modules for damper operation of AHU serving Hall of Records.	\$ 7,100	\$ 5,525	77.82
263	FM-0052750	Stanislaus	Modesto Main Courthouse	50-A1	1	HVAC - Oil Equalizer Pipe - The 1" oil equalizer pipe has spilt apart between the two circuit 1B compressors causing the loss of all charged R-22 refrigerant and a portion of its refrigerant oil. The P1 is required to re-gain cooling of the courthouse and not interfere with Court operations.	\$ 4,022	\$ 3,130	77.82
264	FM-0052176	Tulare	South County Justice Center	54-I1	2	Security - Replace existing damaged motor operator and four damaged slats and double angle bottom bar on the Sallyport rollup gate - The Tulare County Sheriff's Office bus hit the Sallyport rollup gate before the gate had been completely raised, damaging the gate beyond repair and rendering the gate inoperable. The Tulare County Sheriff's Office is submitting a claim with Tulare County Risk Management for reimbursement to AOC.	\$ 6,319	\$ 6,319	100.00
265	FM-0052380	Yuba	Yuba County Courthouse	58-A1	2	COUNTY MANAGED - Abate tile and replace carpet: Abate VAT (vinyl asbestos floor tile). The approx. 11,700 Sq Ft of tile flooring under carpet is lifting, broken and pulverized which poses a health risk. Remove and re-install court seating. Move furniture in the affected areas. Install carpet & baseboard coving in the affected Courtrooms and Chambers. Conduct pre/post-construction air quality tests as required.	\$ 125,000	\$ 125,000	100.00
							\$ 8,418,471	\$ 7,075,625	



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Attachment B

Court-Funded Facilities Requests (CFR)
Quarter 1, Fiscal Year 2014-2015

ITEM #	CFR NUMBER	COUNTY	BUILDING ID	FACILITY NAME	LEASE, LICENSE, OR FM	REQUEST TYPE	CFR DESCRIPTION	CFR TERM	FUND SOURCE	CURRENT YEAR COSTS (Includes existing costs prior to CFR term)	BUDGET YEAR COSTS	TOTAL CFR COMMITMENT (CFR Term)	REVIEW NOTES - OREFM, JBCPO, & FSO
1	10-CFR009	Fresno	All	All	Establish Annual Budget	One-Time	Establish an annual budget for Rule 10.810 projects and non-allowable projects less than \$15k each. The costs that the court's proposed funding contribution would cover is described as miscellaneous crafts and trades work as needed throughout the fiscal year.	NA	Operating Budget	\$ 119,000	\$ 119,000	\$ 119,000	No Concerns
2	22-CFR012	Mariposa	22-B2	Vault Number 5	Lease Extension	Ongoing	7/1/14 - 6/30/16 - Lease extension due to space constraints at the 1854 Historic Courthouse, all closed case files have been stored in this offside records storage facility since 2004. The court is seeking new leases for its current storage vaults. This will enable the Court to assign one vault for criminal and traffic, one vault for civil, family and juvenile, and one vault for confidential and collections records. This request is deemed urgent because without the storage vaults, there would be no space for record storage that is fire-safe and secured.	2 years	Operating Funds	\$ 2,340	\$ 2,340	\$ 4,680	No Concerns
3	22-CFR013	Mariposa	22-B1	Vault Number 9	Lease Extension	Ongoing	7/1/14 - 6/30/16 - Lease Extension due to space constraints at the 1854 Historic Courthouse, all closed case files have been stored in this offside records storage facility since 2004. The court is seeking new leases for its current storage vaults. This will enable the Court to assign one vault for criminal and traffic, one vault for civil, family and juvenile, and one vault for confidential and collections records. This request is deemed urgent because without the storage vaults, there would be no space for record storage that is fire-safe and secured.	2 years	Operating Funds/AB 1058 Grant	\$ 2,340	\$ 2,340	\$ 4,680	No Concerns
4	22-CFR014	Mariposa	22-TBD	Vault Number 10	New Lease	Ongoing	7/1/14 - 6/30/16 - Due to space constraints at the 1854 Historic Courthouse, all closed case files have been stored in this offside records storage facility since 2004. The court is seeking new leases for its current storage vaults. This will enable the Court to assign one vault for criminal and traffic, one vault for civil, family and juvenile, and one vault for confidential and collections records. This request is deemed urgent because without the storage vaults, there would be no space for record storage that is fire-safe and secured.	2 years	Operating Funds	\$ 2,340	\$ 2,340	\$ 4,680	No Concerns
5	36-CFR025	San Bernardino	36-N1	790 S. Gifford	New Lease	Ongoing	9/1/14-8/31/19 New Lease for initial term of five years with one three year option to extend the term of the lease. The request is deemed urgent because the AOC Office of Real Estate and Facilities Management is negotiating the new lease to include the required seismic retrofit certification from lessor.	5 years	Operating Budget	\$ 120,252	\$ 82,643	\$ 558,220	No Concerns



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Attachment B

Court-Funded Facilities Requests (CFR)
Quarter 1, Fiscal Year 2014-2015

ITEM #	CFR NUMBER	COUNTY	BUILDING ID	FACILITY NAME	LEASE, LICENSE, OR FM	REQUEST TYPE	CFR DESCRIPTION	CFR TERM	FUND SOURCE	CURRENT YEAR COSTS (Includes existing costs prior to CFR term)	BUDGET YEAR COSTS	TOTAL CFR COMMITMENT (CFR Term)	REVIEW NOTES - OREFM, JBCPO, & FSO
6	36-CFR026	San Bernardino	36-N3, N4, N5, N6	Records Center Storage	New Lease	Ongoing	9/1/14-8/31/19 New Lease for initial term of five years with one three year option to extend the term of the lease. The request is deemed urgent because the AOC Office of Real Estate and Facilities Management is negotiating the new lease to include the required seismic retrofit certification from lessor.	5 years	Operating Budget	\$ 323,563	\$ 216,108	\$ 1,631,655	No Concerns
7	36-CFR027	San Bernardino	36-TBD	Rancho Training Center	New Lease	Ongoing	9/1/14-8/31/19 New Lease for initial term of five years with two five year options to renew. The request is deemed urgent because the current facility lease expired on 3/31/14 and is now on a month-to-month basis to allow AOC and Court to find a new location better suited to the technology, logistic, and hospitality needs of the Court.	5 years	Operating Budget	\$ 32,568	\$ 28,529	\$ 180,298	No Concerns
8	42-CFR007	Santa Barbara	42-TBD	Garden Street Parking Lot	New Lease	Ongoing	7/1/2014-6/30/2019 - New Lease for five years with 3 one-year options to renew. This request is deemed urgent because without this parking space there would be no space available for jury parking. This lease has been in place since 2007, an audit finding recognized that only the JCC can enter into a lease with the County for these services and the Court was directed to submit a CFR.	5 Years	Operating Budget	\$ 36,000	\$ 36,000	\$ 180,000	No Concerns
9	42-CFR008	Santa Barbara	42-H1	Santa Maria Juvenile Court (new)	Facility Modification	One-Time	There is a need for a jury box, so jurors can observe the trial. A multiple defendant gang related high security trial is scheduled to commence in November 2014. There are 6 defendants. The court has explored other available spaces in the community in which to try the case, the cost of tenante improvements and security has proven to be prohibitive. This request is deemed urgent due to the scheduled trial date.	NA	Fund Balance	\$ 20,000	\$ -00	\$ 20,000	No Concerns
10	54-CFR007	Tulare	54-G1	Family Law Facilitator	Lease Extension	Ongoing	8/1/14-7/31/17 - Lease Extension for self help resource center. 3 year lease with a two year option to extend. This request is deemed urgent due to no other space available for self help center.	3 years	Operating Budget and Grant Funds	\$ 39,746	\$ 41,140	\$ 127,290	No Concerns



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Action Item 10 – (Action Required) - TCFMAC 2015 Annual Agenda

Summary:

Review draft TCFMAC 2015 Annual Agenda.

Supporting Documentation:

- TCFMAC 2015 Annual Agenda

Action Requested:

Staff is requesting committee input and approval to move to E&P.

Trial Court Facility Modification Advisory Committee
Annual Agenda—2015

Approved by E&P/RUPRO: _____

I. ADVISORY BODY INFORMATION

Chair:	Hon. David Edwin Power, Judge of the Superior Court of California, County of Solano
Staff:	Mr. Patrick McGrath, Facility Operations Manager, Real Estate and Facilities Management

DRAFT

Advisory Body's Charge: Rule 10.65. Trial Court Facility Modification Advisory Committee

(a) Area of focus

The committee makes recommendations to the council on facilities modifications, 5 maintenance, and operations; environmental services; and utility management.

(b) Additional duties

In addition to the duties specified in rule 10.34, the committee:

- (1) Makes recommendations to the council on policy issues, business practices, and budget monitoring and control for all facility-related matters in existing branch facilities.
- (2) Makes recommendations to the council on funding and takes additional action in accordance with council policy, both for facility modifications and for operations and maintenance.
- (3) Collaborates with the Court Facilities Advisory Committee in the development of the capital program, including providing input to design standards, prioritization of capital projects, and methods to reduce construction cost without impacting long-term operations and maintenance cost.
- (4) Provides quarterly and annual reports on the facilities modification program in accordance with the council policy.

(c) Membership

The committee consists of members from the following categories:

- (1) Trial court judges; and
- (2) Court executive officers.

The committee includes the chair and vice-chair of the Court Facilities Advisory 36 Committee, as non-voting members.

Advisory Committee Comment

The Judicial Council policy referred to in the rule is contained in the *Trial Court Facility Modifications Policy* adopted by the council.

Advisory Body’s Membership: The committee consists of members from the following categories: Trial court judges; and court executive officers. The committee includes the chair and the vice-chair of the Court Facilities Advisory Committee, as non-voting members.

- Chair: Hon. David Edwin Power, Judge of the Superior Court of California, County of Solano (Voting Member)
- Vice Chair: Hon. William F. Highberger, Judge of the Superior Court of California, County of Los Angeles (Voting Member)
- Hon. Donald Cole Byrd, Presiding Judge of the Superior Court of California, County of Glenn (Voting Member)
- Hon. James L. Stoelker, Judge of the Superior Court of California, County of Santa Clara (Voting Member)
- Hon. Vanessa W. Vallarta, Judge of the Superior Court of California, County of Monterey (Voting Member)
- Ms. Linda Romero-Soles , Court Executive Officer, Superior Court of California, County of Merced (Voting Member)
- Ms. Christina M. Volkers, Court Executive Officer, Superior Court of California, County of San Bernardino (Voting Member)
- Ms. Jeanine D. Tucker, Court Executive Officer, Superior Court of California, County of Tuolumne (Voting Member)
- Mr. Michael M. Roddy, Court Executive Officer, Superior Court of California, County of San Diego (Voting Member)
- Hon. Brad R. Hill, Chair of the Court Facilities Advisory Committee, Administrative Presiding Justice of the Court of Appeal, Fifth Appellate District (Non-voting Member)
- Hon. Patricia M. Lucas, Vice-Chair of the Court Facilities Advisory Committee, Judge of the Superior Court of California, County of Santa Clara (Non-voting Member)

Subgroups/Working Groups:

Advisory Body’s Key Objectives for 2015:

- Implement Rule 10.65 – *Trial Court Facility Modification Advisory Committee*
- Implement Policy – *Trial Court Facility Modifications Policy*;
- Implement Charge – *Trial Court Facility Modifications Working Group Charge*; and
- Increase legislative and executive branch understanding of trial court facility operations and funding needs.

II. ADVISORY BODY PROJECTS

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
1.	<p>Trial Court Facility Modification Advisory Committee (TCFMAC) provides continuous review of proposed facility modification projects that have been identified as potential projects by judges, court staff, regional service providers, VFA, Inc., and Judicial Council staff. These potential projects are evaluated by the Judicial Council's Real Estate and Facilities Management staff and are evaluated using specific criteria pursuant to the Judicial Council policy and then presented for review to the advisory committee.</p> <p>Judicial Council staff and the TCFMAC meet in-person or via teleconference every 40 to 60 days to review the proposed projects. The advisory committee does not always agree with staff recommendations and does not always agree with the prioritization. The proposed project list is reviewed and upon concurrence of the advisory committee, projects are either approved or denied for execution by staff.</p>	<p>Implements Policy and Charge – See attached</p>	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.B and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Capital Programs (CP), and Office of Emergency Response and Security (OERS).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	<p>Ongoing</p>	<p>Facility modifications are reviewed and either accepted or denied by the advisory committee.</p> <p>Approved projects receive funding allocations and then staff executes the projects.</p>

¹ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

² For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
2.	<p>As of December 14, 2012, the advisory committee is responsible for providing ongoing oversight of policy issues related to the operations and maintenance of existing facilities, noncapital-related real estate transactions, energy management, and environmental management and sustainability. Typical duties include:</p> <ul style="list-style-type: none"> • Review the Judicial Council Preventive Maintenance Plan • Support the Court Facilities Advisory Committee (CFAC) in the development of the Capital Program with an emphasis on design methods to reduce construction cost without impacting long-term operations and maintenance cost. • Implement an energy management plan that will leverage utility rebates, energy saving materials, and other energy conservation tasks to make the California courts as sustainable as possible. • Review and approve Court-Funded Facilities Requests including lease-related costs; allowable court operations expenditures under rule 10.810 of the California Rules of Court, and other facility improvements that are not allowable court operations expenditures under rule 10.810. 	<p>Implements Policy and Charge – See attached</p>	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.B and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Capital Programs (CP), and Office of Emergency Response and Security (OERS).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	<p>Ongoing</p>	<p>Justify the ongoing operating expenses of the Judicial Council's existing building portfolio and assist the Capital Programs with design input that will reduce the long term operating and maintenance cost of future facilities.</p>

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
3.	The advisory committee will submit the <i>Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2014–2015</i> to the Judicial Council as an information only item in January 2015. The report will summarize actions taken by the advisory committee for the months of July 2014, August 2014, and September 2014.	Implements Policy and Charge – See attached	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.E and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	Submittal planned for the Judicial Council’s January 2015 meeting	Provide an information only report to the Judicial Council detailing the advisory committee’s activities and a list of projects authorized for funding in the specified quarter.
4.	The advisory committee will submit the <i>Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 2 of Fiscal Year 2014–2015</i> to the Judicial Council as an information only item in February 2015. The report will summarize actions taken by the advisory committee for the months of October 2014, November 2014, and December 2014.	Implements Policy and Charge – See attached	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.E and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p>	Submittal planned for the Judicial Council’s February 2015 meeting	Provide an information only report to the Judicial Council detailing the advisory committee’s activities and a list of projects authorized for funding in the specified quarter.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
			<p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>		
5.	<p>The advisory committee will submit the <i>Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 3 of Fiscal Year 2014–2015</i> to the Judicial Council as an information only item in June 2015. The report will summarize actions taken by the advisory committee for the months of January 2015, February 2015, and March 2015.</p>	<p>Implements Policy and Charge – See attached</p>	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy</i>, Section 5.E and <i>Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	<p>Submittal planned for the Judicial Council’s June 2015 meeting</p>	<p>Provide an information only report to the Judicial Council detailing the advisory committee’s activities and a list of projects authorized for funding in the specified quarter.</p>

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
6.	The advisory committee will submit the <i>Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 4 of Fiscal Year 2014–2015</i> to the Judicial Council as an information only item in August 2015. The report will summarize actions taken by the advisory committee for the months of April 2015, May 2015, and June 2015.	Implements Policy and Charge – See attached	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.E and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	Submittal planned for the Judicial Council’s August 2015 meeting	To deliver to the council a report detailing the advisory committees activities and a list of projects authorized for funding in that quarter
7.	The advisory committee will submit the <i>Court Facilities: Budget Allocations for Statewide Trial Court Facility Modifications and Planning in Fiscal Year 2015–2016</i> to the Judicial Council as an action item in July 2015.	Implements Policy and Charge – See attached	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy, Section 5.C and Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Real Estate and Facilities Management (REFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p>	Submittal planned for the Judicial Council’s July 2015 meeting	Request the Judicial Council review the facility modification and operations and maintenance budget report for fiscal year 2015-2016. If approved, staff will implement the budget.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
			<p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>		
8.	<p>The advisory committee will submit the <i>Annual Report of the Trial Court Facility Modification Advisory Committee for Fiscal Year 2014-2015</i> to the Judicial Council as an information only item in December 2015.</p>	<p>Implements Policy and Charge – See attached</p>	<p>Judicial Council Direction: <i>Trial Court Facility Modifications Policy</i>, Section 5.C and <i>Trial Court Facility Modifications Working Group Charge</i></p> <p>Origin of Project: Judicial Council direction</p> <p>Resources: Office of Real Estate and Facilities Management (OREFM), Judicial Council Support Services (JCSS), and Editing/Graphics Group (EGG).</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	<p>Planned for submittal to the Judicial Council’s December 2015 meeting</p>	<p>Provide the Judicial Council a report detailing the advisory committee’s activities and a list of projects authorized for funding from the past fiscal year.</p>

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
9.	Develop and propose concepts for consideration for the branch Budget Change Proposals (BCP). Submittal to the Judicial Council in July 2015.	1	<p>Judicial Council Direction: Operational Plan Objective</p> <p>Origin of Project: To be proposed by OREFM management team</p> <p>Resources: Real Estate and Facilities Management (REFM), and Capital Programs (CP)</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	Planned for submittal to the Judicial Council's July 2015 meeting	Increase funding allocations for the facility modification and operations and maintenance programs.
10	Finalization of the status of the Trial Court Facility Maintenance Pilot Program. This three-year pilot program will end in June 2015.	1	<p>Judicial Council Direction: Operational Plan Objective</p> <p>Origin of Project: To be proposed by Real Estate and Facilities Management (REFM)</p> <p>Resources: Real Estate and Facilities Management (REFM), and Capital Programs (CP)</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice</p>	To be completed before July 2015	Determine the status of the Trial Court Facility Maintenance Pilot Program.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
			by providing an administrative, technological and physical infrastructure that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.		
11	Finalize the Trial Court Methodology for Prioritizing and Ranking Facility Modifications.	1	<p>Judicial Council Direction: Operational Plan Objective</p> <p>Origin of Project: To be proposed by Real Estate and Facilities Management (REFM)</p> <p>Resources: Real Estate and Facilities Management (REFM), and Capital Programs (CP)</p> <p>Key Objective Supported: Goal VI: Branchwide Infrastructure For Service Excellence - The judicial branch will enhance the quality of justice by providing an administrative, technological and physical infrastructures that supports and meets the needs of the public, the branch and its justice system and community partners, and that ensures business continuity.</p>	To be completed before July 2015	Update guidelines to align with updated Facility Modification Policy.

III. STATUS OF 2014 PROJECTS:

[List each of the projects that were included in the 2014 Annual Agenda and provide the status for the project.]

#	Project	Completion Date/Status
1	Advisory Committee Meetings	Ongoing
2	Operations and Maintenance Oversight	Ongoing
3	Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 1 of Fiscal Year 2013–2014	Report submitted to Judicial Council as information only item on 1/23/2014
4	Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 2 of Fiscal Year 2013–2014	Report submitted to Judicial Council as information only item on 2/20/2014
5	Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 3 of Fiscal Year 2013–2014	Report submitted to Judicial Council as information only item on 6/26/2014
6	Court Facilities: Trial Court Facility Modification Quarterly Activity Report, Quarter 4 of Fiscal Year 2013–2014	Report submitted to Judicial Council as information only item on 10/28/2014
7	Court Facilities: Budget Allocations for Statewide Trial Court Facility Modifications and Planning in Fiscal Year 2014–2015	Judicial Council reviewed and approved the budget report on 7/29/2014
8	Court Facilities: Annual Report of the Trial Court Facility Modification Advisory Committee for Fiscal Year 2013-2014	Report submitted to Judicial Council as information only item on 1/22/2015
9	Implementation of Rule 10.75 <i>Open Meetings</i>	Completed July 2014, ongoing compliance
10	Budget Change Proposals for FY 15-16	Completed, but denied by the Department of Finance

IV. Subgroups/Working Groups - Detail

Subgroups/Working Groups: *None*



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 1

Summary:

Review changes to updated Prioritization Methodology

Supporting Documentation:

- Updated Prioritization Methodology – Redline Version
- Updated Prioritization Methodology – Clean Version

Action Requested:

None



~~Trial Court~~ ~~Methodology~~Guidelines for Prioritizing and Ranking Facility Modifications

Formatted: Indent: Left: 0", Hanging: 0.5"

ADOPTED BY
THE TRIAL COURT FACILITY
MODIFICATION ~~WORKING~~
GROUP ADVISORY COMMITTEE,
~~OCTOBER 25, 2012~~ XXXX XX, 2014



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

1. Overview

This document presents a methodology and process adopted by the Trial Court Facility Modification ~~Working Group~~ Advisory Committee (~~Working Group~~ Advisory Committee) for prioritizing and ranking facility modifications to trial court facilities. It also includes operating guidelines established to help guide ~~Working Group~~ Advisory Committee meetings and to establish AOEJCC versus court funding for a variety of facility related issues.

1.2. Facility Modification Defined

Facility Modifications (FM) as defined by the Judicial Council in its ~~December 2, 2005 Report on Facility Modifications Prioritization (Judicial Council Report)~~ December 2, 2005, report titled Prioritization Methodology for Modifications to Court Facilities are a generally planned, physical modification to a facility component or components that restores or improves the designed level of function of a facility or facility components. ~~On July 27~~ December 12, 2012, the Judicial Council (JCC) adopted a revised version of the policy titled Trial Court Facility Modifications Policy.

A facility modification may consist of:

- A modification that alters or increases the designed level of services of a building;
- A “special improvement” meaning a one-time modification to a facility that is not expected to be repeated during the lifetime of the facility;
- An alteration, addition to, or betterment of a facility that changes its function, layout, capacity, or quality;
- A rehabilitation, which restores a facility to its former state or capacity;
- A renovation, which restores a facility to a former or better state, including by repairing or reconstructing facility components;
- A replacement, which puts a new facility component of the same or better quality or function, in the place of an existing facility component;
- The addition of new systems, equipment, or components to a facility that would not otherwise exist;
- A modification to a facility that is required to bring the facility into compliance with law, including but not limited to the Americans with Disabilities Act, title 24 of the California Code of Regulations, and federal and state hazardous materials laws and regulations;
- Any of the foregoing where a facility or its components are damaged, seriously deteriorated, dysfunctional, subject to intermittent service outage, or otherwise in insufficient operating condition as a result of deferred maintenance, emergency, acts of God, severe wind or weather conditions, vandalism, or criminal activity; and

- A correction of collateral damage arising from an emergency incident or unanticipated finding that is discovered during the performance of facility modification work.

A facility modification differs from routine maintenance and repair of a court facility, which is the routine, recurring, and generally anticipated work that must be performed periodically throughout the life of a facility to keep the building and its grounds, equipment, and utilities infrastructure in a condition adequate to support their designed level of service. Routine maintenance and repair includes annual or less frequent periodic repairs and replacements of building components and equipment consistent with manufacturers' recommendations or industry-recommended service cycles. While a facility modification may either restore or improve a facility's designed level of function, routine maintenance and repair always maintains, without materially improving, the facility and its components at their designed level of function. Routine maintenance and repair is the basic and ongoing work that is needed, as part of ordinary facility operation and management, to keep the facility and its components in a condition adequate to support existing facility operations and to prevent deterioration, break down, and service interruptions.

In some instances, it is difficult to distinguish between a facility modification and routine maintenance and repairs. Facility modifications are distinguished from routine maintenance and repair based on the scope and complexity of the work to be performed, and the anticipated impact of the work on the ongoing operation of the facility. Factors to be considered in evaluating the scope, complexity, and impact of a project include:

- The amount of time and materials needed to complete the work;
- The number of steps involved in completing the project;
- The type and number of tools required to perform the work;
- The extent to which facility structures or equipment must be altered or moved to complete the project;
- Whether the facility component involved is a substantial part of a major facility system;
- Whether one or more facility systems will be disrupted or taken out of service as a result of the project; and
- Whether the project involves critical facility systems such as life safety or security equipment, HVAC equipment, utilities infrastructure, roofs and other structural components, or accessibility features (i.e., elevators, escalators, doors, parking lots and structures).

Projects of greater scope and complexity or with a more critical impact on the ongoing safe and secure operation of the court facility are more likely to be facility modifications; however, for projects that are more difficult to distinguish, case-by-case evaluation is required.

There is no upper or lower dollar limit for FM. Small repairs will normally be handled as Job Orders but depending on the operations and maintenance budget, some smaller repairs either individually or collectively may need to be funded as FMs. Larger projects may be funded as Capital Projects.

A facility modification is distinguished from a capital project in that the latter significantly increases the facility's gross area; substantially renovates the majority (more than 50 percent) of

the facility; involves the construction of a new facility or a facility acquisition; or changes the use of the facility, as in a conversion from another use to court use.

~~There is no upper or lower dollar limit for FM. Small repairs will normally be handled as Job Orders but depending on the operations and maintenance budget, some smaller repairs either individually or collectively may need to be funded as FMs. Larger projects may be funded as Capital Projects.~~

~~FMs are distinguished from major capital outlay projects in that the latter significantly increases the facility's gross area, as in an addition to a structure; substantially renovate a major portion of the facility; comprise a new facility or an acquisition; or change the use of the facility, as in a conversion from another use to court use.~~

2.3. Priority Categories

Facility modifications are assigned one of six priority categories. These categories, adopted by the Judicial Council ~~Report~~, are based on methods commonly used by private sector facility management firms. Facility modifications that are determined to be ~~P~~priority 1 will be addressed immediately and regardless of whether the court occupies a shared-use facility. Planned ~~P~~priority 2–6 facility modifications requested for court exclusive and shared-use facilities will be assigned an appropriate priority category. Implementation of modifications in shared-use facilities, however, may be dependent on financial participation by the county that occupies space in the building.

Priority 1—Immediately or Potentially Critical. Condition requires immediate action to return a facility to normal operations, or a condition that will become immediately critical if not corrected expeditiously. Such conditions necessitate the need to stop accelerated deterioration or damage, to correct a safety hazard that imminently threatens loss of life or serious injury to the public or court employees, or to remediate intermittent function and service interruptions as well as potential safety hazards. Such conditions may include, but are not limited to, the following: major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure. Depending on scope and impact, a severe deterioration in life safety protection may also be considered a priority 1 condition requiring a facility modification.

Owing to their critical nature, priority 1 requests will be addressed immediately by ~~AOCJCC~~ staff using internal procedures that ensure timely and effective responses to unplanned emergency or potentially critical conditions, including a method and a process for setting aside funds to address priority 1 conditions.

Priority 2—Necessary, but Not Yet Critical. Condition requires correction to preclude deterioration, potential loss of function or service, or associated damage or higher costs if correction is further deferred.

Priority 3—Needed. Condition to be addressed will reduce long-term maintenance or repair costs or will improve the functionality, usability, and accessibility of a court. The condition is not hindering the most basic functions of a facility, but its correction will support improved court operations.

Priority 4—Does Not Meet Current Codes or Standards. Condition does not conform to current code requirements, yet it complied at the time of initial construction. Such conditions are considered legally nonconforming and are generally not required to be modified to meet current code requirements.

Priority 5—Beyond Rated Life, but Serviceable. Condition is currently adequate but cannot be expected to function as designed in the future.

Priority 6—Hazardous Materials, Managed but Not Abated. Hazardous materials, such as asbestos or lead-based paints, which are currently managed in place but not yet remediated.

3.4. Ranking Requests for Priority 2–6 Facility Modifications

~~Executives of the State’s trial courts will be surveyed annually by AOCJCC staff staff will work with Trial Court Executive Officers and their staff to document the court’s operational needs, and facility conditions will be assessed by JCC staff and contractors periodically, to identify facility modification requests and requirements for each forthcoming fiscal year. AOCJCC staff will assign a priority category to each modification requested or indicated, develop a preliminary cost estimate, and determine a high-level scope of work for the facility modification. AOCJCC staff will then prepare a report for each committee meeting on pending trial court facility modifications.~~

~~Each periodic report will include a preliminary ranked list of all pending requests by priority category, including a quantitatively-scored rationale for the ranking. Preliminary ranked lists of all facility modification requests will be prepared by AOCJCC staff based on the following criteria outlined in the from the December 2, 2005 July 27, 2012, Report to Judicial Council adopted policy on facility modifications. The policy outlines the priority categories; specific justifications; effect on court operations and public/employee safety; risk management and mitigation; funding availability; equity among the courts; implementation feasibility; cost/benefit analysis; design and plan status; and planned major capital improvements. AOCJCC staff will provide scoring on the following seven facility modification components, which incorporates the criteria outlined in the policy:~~

~~1. The Priority Category: As defined above, this will be used to create the initial ranking of facility modifications. By assigning point values to the criteria listed above/below, a score is produced to rank the facility modifications within each priority category. The proposed scoring methodology follows:~~

1.

2.

3. **Justification and Effect on the Court:** This will be a score ~~of~~ between 5 and 50 (with 5 ~~being indicating~~ the court ~~being is~~ closed or ~~being is~~ significantly impacted and a 50 ~~being indicating this is~~ a wish list item). *-Please note that any number ~~is~~ between 5 and 50 can be used to quantify the justification and the effect this requirement has on the court.* -The chart below will assist in determining the correct number. Equity among courts can be taken into consideration when assigning appropriate values below.

2.

- ~~—~~5-15 court operations are *significantly* impacted (negatively)
- ~~—~~16-20 court is operating but at less than standard productivity
- ~~—~~21-35 court appearance and dignity is diminished by the condition ~~————~~ of the facility
- ~~—~~36-50 a “wish list” item

4.3. **Safety, Security, Risk Management:** This will be a score between 5 and 25 (with 5 indicating there is a potential for serious risk and 25 indicating there is no risk) ~~This score works the same way as the Justification and Effect on the Court scoring.~~ The focus here is ~~not so much on court operations but~~ on safety, security, and risk management/mitigation by taking into consideration public and employee safety. *-Please note that any number in between 5 and 25 can be used to quantify ~~the justification and~~ the effect this requirement has on the court.* -The chart below will assist in determining the correct number.

- ~~—~~5-15 potential serious risk
- ~~—~~16-20 no significant risk
- ~~—~~21-25 no risk

Equity among Courts: This score is used to help ensure that all courts scheduled to transfer obtain at least some FM funding.*

- ~~—~~ 0 If Priority 2
- ~~—~~ 5 If Court’s highest priority is between 3 and 6
- ~~—~~ 10 Court’s second highest priority
- ~~—~~ 15 Court’s third highest priority
- ~~—~~ 30 All other FMs for the Court

*For each full calendar year that the project has been on the list, subtract 5 points (to a minimum score of 10 points).

Comment [PM1]: Removed at TCMFAC direction in FY11-12 and functionally rolled into Justification scoring criteria

5.4. **Feasibility:** This will be a score of 10, 15, 20, or 25 (with 10 indicating the project is easy to perform and 25 indicating the project requires major design efforts and may not be practical to perform). Factors to consider when assigning a score are shared-costs with Counties, permitting issues, funding availability, design and plan status, court approvals, and fire plans. ~~This score helps rank the easy to implement jobs higher than complex ones.~~

- ~~—~~10 ~~————~~ Easy to perform with little ~~or~~/no planning or design
- ~~—~~15 ~~————~~ Requires some planning and design
- ~~—~~20 ~~————~~ Requires major design effort or shared cost difficult to receive
- ~~—~~

- ~~25~~ Requires major design effort, ~~and~~ may not be practical, shared cost highly unlikely

5. **Cost/Benefit:** This will be a score ~~of~~ based on the Simple Return on Investment (ROI) value associated with the project. Deduction will be 3 points for each year of ROI less than seven creating a potential score of between -21 and -3. ~~10 if the facility modification has a documented cost savings and a payback of less than five years. This criterion allows for facility modifications that will pay back the cost of the effort over shorter time frames to move up the list by using a negative score. An energy-saving improvement yielding reduced utility bills or an automation project resulting in a demonstrable reduction in labor expenses are good examples. Project documentation must be validated by utility analysis staff.~~

- ~~0~~ ROI in excess of 7 years
- ~~-3~~ ROI of 7 years
- ~~-6 to -21~~ ROI of 6 to 1 year
- ~~10~~ Cost pay back of less than 5 years

6. **Design Status:** This will be a score of 5, 15, or 25 (with 5 indicating the project is designed and ready to perform today, and 25 indicating the designs will take more than 90 days to complete). ~~FMs Facility modifications which that~~ require no design effort, or are already in design, will receive higher scores than those still requiring design effort.

- ~~5~~ Designed, ready to perform today
- ~~15~~ Designs will be ready within 90 days
- ~~25~~ Designs will take more than 90 days to complete

~~7. The final criteria, Planned Major Capital Improvements: This will utilize a yes/no test for implementation of a facility modification project, though this will not affect the ranking of those facility modification those facility modifications requests or needs. In some cases, a facility modification may be implemented even though a major capital project that would address the need, is being planned but, for example, has not yet been is not funded. On the other hand, if a planned major capital improvement project will address the facility modification need in a reasonable period of time, the request may not need to be implemented. A specific funding guideline is included in Attachment 1 as Guideline 910.~~

~~8.7.~~

4.5. Budget Allocation

Prior to the commencement of the fiscal year, JCC staff will produce a proposed spend plan detailing projected expenditures and plans of approach to plan, allocate and expend the anticipated FM budget in the forthcoming year. This proposal will be presented to the advisory committee including allocations for the following categories:
The AOC produced report will be presented to the Trial Court Facility Modification Working Group Advisory Committee in advance of each budget year cycle. The Working Group Advisory

~~Committee will also consider a proposal by AOC staff to allocate the forthcoming fiscal year's facility modification's budget among four categories:~~

~~1. Statewide Facility Modification Planning~~

~~1. Priority 1 Facility Modifications Allocation (not subject to ranking)~~

~~2. Priority 2-6 Facility Modifications Allocation~~

~~3. Planned Priority 2-6 Facility Modifications Allocation~~

~~3. (represented in the report)~~

~~4. Unforeseen and out-of-cycle Priority 2-6 Facility Modifications Allocation (addressed below)~~

~~Statewide Facility Modification Planning~~

The methodology and process used to produce the ~~ranked report and~~ proposed budget allocation will be reviewed with the ~~Working Group Advisory Committee~~ to evaluate the approach and answer any questions. ~~The Working Group Advisory Committee~~ will have the opportunity to modify the prioritization ranking methodology, adjust the allocation of the facility modifications budget among the four categories, make other changes as necessary, or validate the methodology adopted and budget allocation proposed by ~~AOCJCC~~ staff.

~~Upon approval of the final draft proposal staff will submit the budget proposal to the Judicial Council in alignment the requirements of the FM Policy.~~

~~In the event a facility modification can be performed using funds from sources other than the facility modifications budget, implementation without regard to the prioritization and ranking methodology may be considered by the Working Group Advisory Committee. An example would be the provision of grant funds for the purchase and installation of security equipment. If facility modification funds were required to complete the installation of any equipment, provided it was a Priority 1 facility modification, the installation would still be eligible to proceed without ranking. If the modification was classified as a Priority 2 or higher, it would be subject to the ranking methodology.~~

~~Following review by the Working Group, the report will be made available for court comment by posting to Serranus. All comments will be considered and addressed by the Working Group. All comments and Working Group responses will be presented to the Executive and Planning Committee of the Judicial Council of California (E&P), as part of the final report of the Working Group. The E&P will then consider the report and budget proposal for approval.~~

Comment [PM2]: Not required any longer. Policy supersedes this paragraph.

6. Implementation of Approved FM Budget

The ~~Facility Modifications List of the final budget report, approved by the E&P Judicial Council,~~ will be the basis on which the ~~AOC-JCC~~ staff will proceed to implement facility modifications ~~using the Council approved FM budget allocations.~~ ~~AOCJCC~~ staff will manage the work ~~from through~~ design, ~~through~~ construction, inspection, and acceptance. The ~~AOCJCC~~ will work collaboratively with local courts to implement all facility modifications.

JCC staff will prepare a prioritized project lists in alignment with section 4 of this document prior to each committee meeting project.

Based on changes to the pace of certain facility transfers from county to state jurisdiction and the development of new conditions and needs among the court facilities, (The Working Group Advisory Committee will meet on an every other month basis approximately every 45 days to review facility modifications for Priority 1 emergency, unforeseen/ and out-of-cycle requests for Priority 2-6 requests facility modifications. The Working Group Advisory Committee will have the authority to approve adjustments to the E&P approved budget report and, as necessary, reallocate funds among the facility modifications budget categories.

JCC staff will provide regular reports to the committee regarding project approved expenditures compared to original approved budgets. Staff will make recommendations as necessary to the committee to adjust budget allocation pursuant to their authority in order to maximize appropriate utilization of FM funding over the course of the fiscal year.

The Work Group Advisory Committee's decisions are normally implemented by the AOCJCC without further consideration or approval. Reconsideration of decisions made by the Working Group Advisory Committee will only be reviewed in accordance with Guideline 1 located at Appendix 1 in Attachment 1.

In the event a facility modification can be performed using funds from sources other than the facility modifications budget, implementation without regard to the prioritization and ranking methodology may be considered by the Advisory Committee. An example would be the provision of grant funds for the purchase and installation of security equipment. If facility modification funds were required to complete the installation of any equipment, provided it was a Priority 1 facility modification, the installation would still be eligible to proceed without ranking. If the modification was classified as a Priority 2 or higher, it would be subject to the ranking methodology.

5.7. AOCJCC VERSUS COURT FUNDING

Not all request for facility related services are funded though the AOCJCC facility modification budget. -Some items such as furniture are expressly excluded while others such as painting and floor covering are only funded under certain circumstances. -To help establish a predictable outcome when requesting facility facility work the Working Group Advisory Committee has established a number of Guidelines cover a variety of areas. The full text of the guidelines are is included, as Attachment 1. The guidelines cover the following topical areas:

- Guideline 1: Request for Reconsideration of Advisory Committee Decisions~~Paint/Wall Covering and Window Covering~~
- Guideline 2: Paint/Wall Covering and Window Covering
- Floor Covering
- Guideline 3: Floor Covering
- Guideline 4: Special Purpose HVAC

- [Guideline 45](#): Security Related Projects
- [Guideline 56](#): Hazardous Material Management and Disposal
- [Guideline 67](#): Patron Seating
- [Guideline 78](#): Installation and Support of Court Owned Equipment/Furniture
- [Guideline 89](#): Art, Interior Decorations, and Special Purpose Decorations
- [Guideline 910](#): Facility Modifications in Facilities to be Replaced with Funded Capital Projects
- [Guideline 4011](#): Funding of Facility Modifications in Court-Funded Leased Facilities
- ~~11: Request for Reconsideration of Advisory Committee Decisions~~
- [Guideline 12](#): Americans with Disabilities Act (ADA) Project Guidelines
- [Guideline 13](#): Using Cost to Assist in Facility Modification Determinations
- [Guideline 14](#): Vandalism/Graffiti Mitigation
- [Guideline 15](#): Court-Funded Facilities Requests
- [Guideline 16](#): Charging Stations for Electric Vehicles
- [Guideline 17](#): Building and Security Systems Funding Responsibility

The ~~Working Group~~ [Advisory Committee](#) may establish additional Guidelines or modify existing guidelines as necessary to achieve the goal of the [Judicial](#) Council, consistent with budget ~~restrains~~ [restraints](#).

6.8. [Working Group](#) [Advisory Committee](#) Meeting Protocols and Other Guidance

Cost as a Prioritizing and Ranking Factor: The cost of a FM will not be a factor when prioritizing and ranking FMs.

\$15/5 Rule: FMs with a Priority 2 or 3 and a cost of less than \$15K, and FMs with a Priority of 4 or 5 with a cost of less than \$5K can be approved and funded by the [OCCM staff facility modification program budget](#) without first going through the ~~Working Group~~ [Advisory Committee](#). ~~All such FMs will be reported to the Working Group at the next meeting and will be funded using Out of Cycle funds. All \$15/5 Rule FMs facility modifications~~ will be limited to \$100,000 annually for each 100,000 ~~SF-square feet~~ [square feet](#) of space per facility ~~annually~~. For example, an 80,000 ~~SF-square foot~~ [square foot](#) facility is limited to \$100,000 and a 120,000 ~~SF-square foot~~ [square foot](#) facility is limited to \$200,000.

All such FMs will be reported to the Advisory Committee at the next meeting and will be funded using Out of Cycle funds. Approval thresholds will be adjusted based on committee approval and budget limitations.

Facility Modification Cost Increases: ~~FM-Facility modification~~ [Facility modification](#) cost increases do not have to be approved by the ~~Working Group~~ [Advisory Committee](#) in advance. Cost increases of more than \$50K over that initially approved [budget](#), by the ~~Working Group~~ [Advisory Committee](#), will be reported at the next meeting.

Meeting Materials for the Advisory Committee: Meeting materials for the Advisory Committee will include an Executive Summary, an agenda, a cumulative list of policy decisions, PowerPoint slides, and spreadsheets-facility modification lists. Meeting materials for the Advisory Committee will should be sent out ~~two weeks~~ at least five business days prior to the meeting. ~~The PowerPoint slides should be sent in black and white and as three to a page handouts.~~ handouts formatted as three slides per page.

Notice of Meetings for the Public: A meeting notice and an agenda with a brief description of each item to be considered during the meeting will be posted to the California Courts website (www.courts.ca.gov) at least five business days before the meeting. (CRC 10.75(e)(1).) The meeting notice must state whether the meeting is open or closed and, if partly closed, which agenda items are closed. For meetings that are open in part or in full, the meeting notice must provide: (1) the telephone number or other electronic means that a member of the public may use to attend the meeting; (2) the time of the meeting, whether the public may attend in person, and, if so, the meeting locations; and (3) the email address or other electronic means that the public may use to submit written comments regarding agenda items, requests to speak at a meeting, or requests to make an audio recording of a meeting. (CRC 10.75(f).)

Meeting Materials for the Public: Meeting materials provided to the public will be posted to the California Courts website (www.courts.ca.gov) at least three business days before the date of the meeting, except in extraordinary circumstances. (CRC 10.75(h).)

Members Absences: In the event a member cannot attend, they cannot have someone else represent them at the meeting. A quorum will consist of the members present for a scheduled meeting. ~~AOCJCC staff will contact each member who is not able to attend and brief them on the discussions and decisions of the Advisory Committee.~~

Guideline 1

Requests for Reconsideration of Advisory Committee Decisions

Courts and the AOCJCC may request a decision made by the Advisory Committee be reconsidered. Such requests could address funding, prioritization, or scoring decisions. All such requests must be in writing and signed by the Presiding Judge or Court Executive Officer or if from the AOCJCC, the Director of the Office of Real Estate and Facilities Management (OREFM). Request for reconsideration should be submitted to the Facility Operations Manager of OREFM.

The Facility Operations Manager will forward the request to the Chair of the Advisory Committee along with a summary of the request and the decision made by the Advisory Committee.

The Advisory Committee will review the request for reconsideration, the initial decision of the Advisory Committee, and any other pertinent information related to the request. The Advisory Committee or a member, may based on the situation visit the facility, meet with court and/or AOCJCC personnel, or meet with any other person(s) who may provide information on the request.

The Advisory Committee will then review all the data and the report from the appointed member and make a final determination. The Chair will prepare a reply informing the requestor of the decision of the Advisory Committee.

The decision of the Advisory Committee is considered final.

Guideline 12

Paint/Wall Covering and Window Covering Guidelines

The AOCJCC has the responsibility for the interior painting and maintenance of wall/window coverings. Rule 10.810 ([See Attachment 1](#)) allows the courts to use their operating funds for painting and wall/window coverings, but does not require them to fund the maintenance to ~~an~~ AOCJCC standard. Thus if the court is not willing or able to fund this to meet the AOCJCC standard of finish and appearance the AOCJCC as the building owner must provide necessary funding

This guideline does not apply to art work such as murals, paintings, or other non-standard wall covering that is intended as decorative items, ~~not simple wall paper or cloth coverings.~~ It also does not apply to wall finishes that are a part of a larger renovation or remodeling project.

Use the following to guide when the AOCJCC will fund and what priority painting and wall/window covering request should receive.

Priority 1: Only when done as part of a larger Priority 1 FM that would require painting to complete the repair. Example; If a water leak resulted in replacement of sheetrock, painting to match the preexisting color would be included in the ~~repair~~ renovation effort.

Priority 2: ~~Only used for vandalism/graffiti cover up or to repair damage, in public areas, that must be repair immediately to prevent further deterioration of wall coverings. Priority 2 work should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room).~~ Only used for significant safety hazards (e.g., peeling lead-based paint). Priority 2 facility modifications should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room).

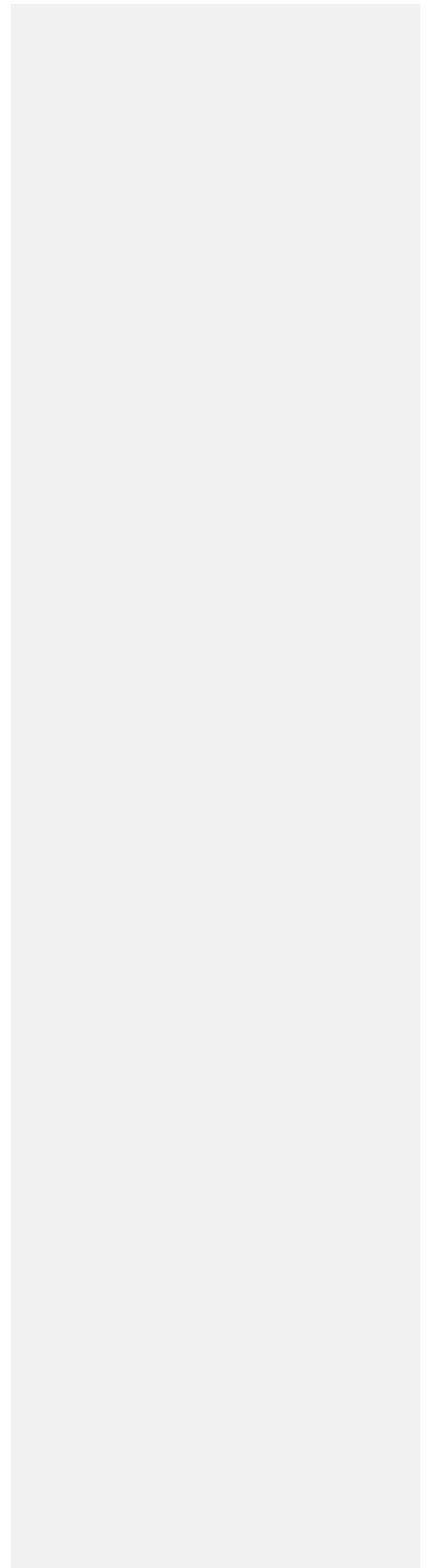
~~Priority 2: Only used for vandalism/graffiti cover up or to repair damage, in public areas, that must be repair immediately to prevent further deterioration of wall coverings. Priority 2 work should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room). Priority 2 work will normally be limited to a Job Order scope.~~

Priority 3: Use when excessive wear does not justify a Priority 2 but impacts the dignity of the court to a level that its correction will improve court operations and provide minimal maintenance standards. E.G.: Repainting and wall covering repairs in public common areas and courtrooms where the wear/damage ~~indicate~~ indicates a total lack of concern for basic maintenance standards. This is often in the eye of the beholder but should not include work that covers *normal wear and tear*. Priority 3 ~~projects work should~~ projects should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room). Priority 3 ~~work can often be limited a Job Order scope.~~ facility modifications should limit planned work in alignment with this requirement during project scope development.

Priority 4: Only used where painting is required for code compliance.

Priority 5: Most painting and wall/window covering replacement will fall into this priority. The AOCJCC will ~~over time~~ develop a cyclical painting program that will set standards for desirable painting cycles. Due to the limited funding for this priority, courts should be encouraged to budget for recurring painting and wall covering replacement.

| **Priority 6:** -Only used to provide repairs/covering after the removal of manage but not abated hazardous materials.



Guideline 23 **Flooring Guidelines**

The AOEJCC has the responsibility for maintenance of flooring. Rule 10.810 allows the courts to use their operating funds for flooring, but does not require them to fund the maintenance to ~~the~~ AOEJCC standard. Thus if the court is not willing or able to fund this to meet the AOEJCC standard of finish and appearance the AOEJCC as the building owner must provide necessary funding for flooring.

Use the following to guide when the AOEJCC will fund and what priority flooring request should receive.

Priority 1: Only used when there is a complete collapse of the subflooring that results in damage to the floor finishing or when done as part of a larger Priority 1 FM that would require flooring repairs/replacement to complete the repair. Example; If a water leak resulted in molding carpeting, replacing the carpet to match the preexisting carpet would be included in the repair effort.

Priority 2: Only used for significant safety hazards, i.e. tripping hazards. Before flooring replacement is approved repairs of the existing flooring should be attempted. Only when repairs are not practical or cost efficient should total area flooring be replaced. Even then it should normally be limited to the room/area and not extended to the entire floor or department.

Priority 3: Use when excessive wear does not justify a Priority 2 but impacts the dignity of the court to a level that its correction will improve court operations and provide minimal maintenance standards. E.G.: Repairs in public common areas and courtrooms where the wear/damage indicates a total lack of concern for basic maintenance standards. This is often in the eye of the beholder but should not include work that covers *normal wear and tear or aging*. Priority 3 work should be limited to the minimum effort needed to address the immediate concern (single room versus whole floor).

Priority 4: Only used where flooring repairs/replacement is required for code compliance.

Priority 5: Most flooring replacement will fall into this priority. Due to the limited funding for this priority, courts should be encouraged to budget for normal life cycle flooring replacement.

Priority 6: Only used to provide repairs/replacement after the removal of manage but not abated hazardous materials.

Guideline 34 **Special Purpose HVAC Guidelines**

Special Purpose HVAC is any system or portion of a system that is not necessary for people comfort but is needed to control the temperature or humidity for equipment or items being stored and/or backup units to supplement the building system for these types of requirements.

Examples of this would be computer room HVAC units, HVAC systems for evidence storage rooms/units, built in or stand alone refrigerators, and other such systems.

The determination of what specialty HVAC equipment is part of the courts equipment and what is a part of the facility is often a very fine line. Refrigerators, freezers, and other such stand alone appliance used for court employees or even for evidence storage are clearly court equipment and the responsibility of the court. Responsibility for computer room HVAC whether a computer rack air conditioner (CRAC) or a whole room system is less clear. Due to the nature of this equipment and the fact that it is often tied to the building HVAC either through shared ducting, chilled water, etc; it is normally treated as part of the facility.

It is imperative on the courts that they consult with the [AOCJCC](#) anytime the heat load is going to change for this type of equipment. Adding new computers, removal of ~~computers,computers~~ and adding staff into a computer room will all have an impact on these standalone/back up units.

Failure to plan with the [AOCJCC](#) facility staff could result in delays in changes to the HVAC equipment and thus the ability to support the heat load.

Prioritization of work related to this type of equipment should follow the normal prioritization process and consideration.

Guideline 45 Security Related Projects Guidelines

The determination of what specialty security projects ~~are part~~ is part of the court's equipment and what is a part of the facility as a whole is often a very fine line. Metal detectors, scanning equipment, and other such stand alone plugged in equipment used by court employees, sheriff or contractors are clearly court equipment and the responsibility of the court. Exterior security lighting, making accessible entry areas that can house security equipment, perimeter alarms, normal exterior locks and hardware, and holding cells are all clearly part of the facility and thus an AOCJCC responsibility. Responsibility for cameras, interior locks, and other security related but attached equipment is less clear.

To determine funding responsibility¹ the following criteria should be considered:

The AOCJCC funds:

- permanent changes to the facility and accessibility;
- permanent changes to fixed counters and access areas;
- exterior security to include lighting, and alarms;
- repair and maintenance of "transferred" holding cells ;
- installation and maintenance of AOCJCC recommended camera systems;
- all locks and hardware permanently install as part of the building; or
- all attached security equipment found in a typical office building.

The Courts fund

- all security related personnel cost and portable equipment;
- all furniture and removable locks;
- the replacement of all keys/cards lost by court personnel ;
- panic, duress, or similar emergency notification systems; or
- all security related equipment not ~~be~~ found in the typical office building unless identified as not court allowable per Rule 10.810 (See Attachment 1).

It is imperative on the courts that they consult with the AOCJCC anytime they are planning to added, change, or remove security equipment, or change security procedures that could have a facilities impact. Adding new equipment, removal of equipment, and changing the entry locations for either court staff or the public could all have an impact on the facility. Failure to plan with the AOCJCC facility staff could result in delays in changes necessary to support the new security requirements.

Facility modification projects are limited in the replacement of failed equipment. Prioritization of work related to ~~these types of projects~~ failed equipment should follow the normal prioritization process and consideration. Work shall be limited to like-for-like replacement as much as is technically possible.

Projects enhancing facility security systems shall be prioritized as a Priority 53 project.

¹ A more comprehensive listing of systems and associated fund sources is incorporated into Guideline 17

All security related project must be coordinated with Emergency Response and Security (ERS).
All justification and related scoring for these projects should be confirmed by ERS as being valid requirements and not outside the scope of normal [AOCJCC](#) standards.

Guideline 56

Hazardous Waste Management and Disposal Guidelines

Hazardous waste includes a wide range of materials and substances ranging from small disposable batteries to substances such as asbestos and polychlorinated biphenyl (PCB). Because of this wide range of materials a simple guideline is difficult to develop that will clearly cover every possible situations. For the purpose of this guideline, hazardous waste is divided into three groupings based on who uses or generates the waste. The three groups are court generated, janitorial related materials, and building materials. Management and disposal of generated waste must comply with all environmental regulations governing the packing, containment and disposal of hazardous waste regardless of who is responsible.

Court generated materials include all items that are not janitorial related or a part of the building construction or its equipment. Examples include toner cartridges, batteries, court owned equipment such as computer equipment containing heavy metals or equipment with refrigerant containing devices, and items stored in an evidence room.

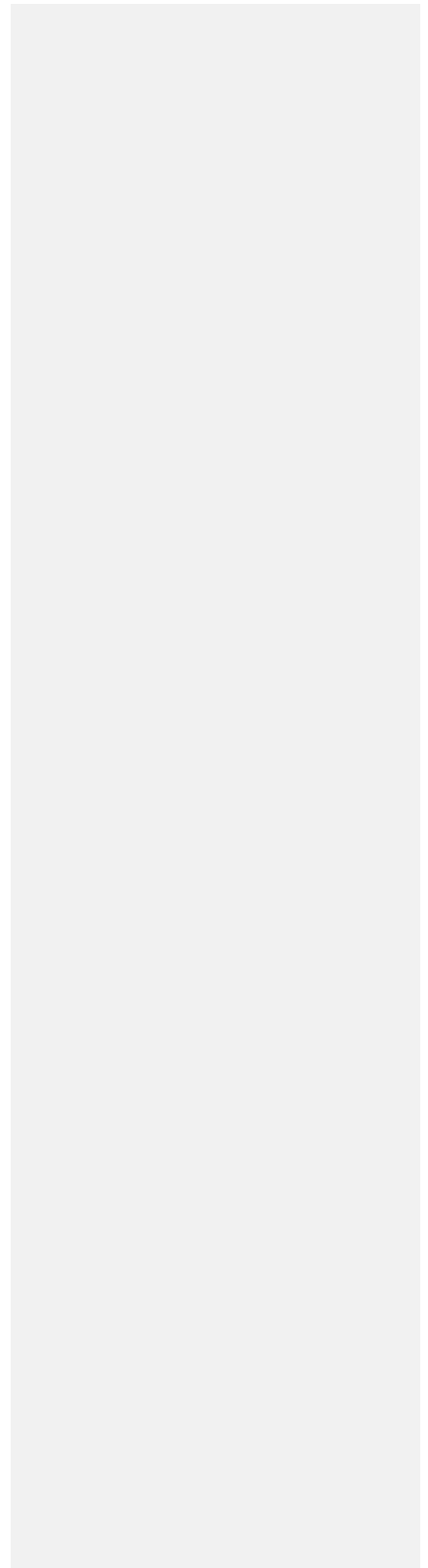
Janitorial related materials include all cleaning material such as detergents and solvents, as well as, any waste generated as a result of cleaning such as greasy rags or waste water containing hazardous material. Management and disposal of janitorial materials and generated waste is the responsibility of the court through their janitorial service and must comply with all environmental regulations governing the packing, containment and disposal of hazardous waste.

Building generated hazardous material covers the vast majority of hazardous material in the facilities. It includes building construction materials like asbestos and lead based paints, and hazardous material contained in building equipment like PBCs and various fluids. All waste generated as a result of maintenance and repairs such as paints, oily rags, acid batteries, etc. fall in this category. The appropriate packing, containment, and disposal of all building generated hazardous material are the responsibility of the [AOEJCC](#) and due to the cost of disposal is routinely a FM.

[NOTE: The one exception to this would be when a court-funded project impacts the hazardous material. For example, in a court funded renovation the court assumes all responsibility and cost for the protection of the building occupants and property, as well as, the cost associated with the proper packing, containment, and disposal of all materials removed during demolition and material left over at the end of the project.]

Some items are more difficult to clearly identify into one category or the other. One of these is human waste in its various forms to include blood and feces. While normally this type of waste is a janitorial issue, there are occasion when the quantity or location of the waste make it beyond the capability of a normal janitorial function. For example cleanup after a violent assault which leaves blood on the carpeting or walls or a major sewage line break that deposit large amounts of human waste into either the building or the grounds. Both examples shift responsibility for the containment and disposal of the hazardous waste from part the normal janitorial function to a larger facility management issue. This becomes an [AOEJCC](#) responsibility and likely will be part of the larger FM needed to restore the facility to it normal functionality.

Prioritization of work related to these types of efforts should follow the normal prioritization process and consideration. In many cases the disposal of hazardous waste is not the sole purpose of the effort and is simply an additional task related to a larger project.



Guideline 67 **Patron Seating Guidelines**

Patron seating is considered any seating that is not normal court employee seating and is not seating around a table. This includes all public seating in court rooms, public hallway, waiting areas, jury assembly rooms, and other public access areas.

This seating is normally multi-person seating such as benches, pews, and other gang seating, and individual seating that is by design attached to the facility such as chairs that are bolted to the floor. The exception to this is couches and similar types of multi-person seating that is normally seen as ~~stand alone~~standalone furniture and not normally bolted in place.

Court Employee seating, seating around a table, and couches are considered as furniture. Furniture is a court funding responsibility.

As an example in the courtroom, the audience seating and jury seating would be an [AOEJCC](#) responsibility while the court employee seating and the litigate seating would be a court responsibility. All seating in the jury assembly area, except for employee seating and couch type seating, would be an [AOEJCC](#) responsibly. Chairs in a jury deliberation room would be furniture and thus a court responsibly.

Prioritization of work related to fixture seating should follow the normal prioritization process and consideration.

Guideline 78

Installation and Support for Court Owned Equipment/Furniture

Guidelines

Court owned equipment and furniture cover a very broad range of items ranging from small white boards up to large computer racks, and includes all furniture items that are not built into the building. For the purpose of this guideline these items are broken into three categories; furniture, equipment, and electronic equipment to include all [computers](#), [communications](#), and audio/visual equipment.

Furniture is normally a court funding responsibility. The exceptions are when the furniture is built into the building and not simply attached. A good example of this is the judge's bench and public service counter. This applies even if these benches and counters are made of modular furniture construction. Built-in bookcases and service counters are other good example of items that the [AOEJCC](#) will maintain.

Equipment includes all items that are not building systems. They could be stand-alone, attached or built-in. This covers a wide range of items including but not limited to items such as white boards, clocks, file storage systems, portable/movable electronic equipment, court owned appliances, electronic calendars, and display boards. The cost of this equipment and the cost to move, mount, or install this equipment is the sole responsibility of the court. If additional 110/220v standard electrical outlets that could be used for other purposes are needed to support portable equipment, the outlet will be installed at the [AOEJCC](#) cost.

The installation or removal of built in equipment must be coordinated with the [AOEJCC](#). Installation and removal of such items often result in damage or changes to the facility. For example, the installation of built-in electronic calendars requires the cutting into wall finishes, and the additional electrical load. Removing them will require the wall finishes being repair. The [AOEJCC](#) can provide these service at the court's expense or the court can contract the services themselves but must have the plans/designs approved by the [AOEJCC](#) in advance.

Communications and audio/visual equipment is the responsibility of the court. The [AOEJCC](#)'s only cost related to this type of equipment would be to provide adequate power as needed. This could be as simple as adding an outlet or bringing a whole new electrical panel in for a new set of communication routing switches. During equipment failures the [AOEJCC](#) will check and confirm that adequate power is going to the equipment, any additional support will be at the court's expense.

Prioritization of work related to equipment should follow the normal prioritization process and consideration.

Guideline 89 **Art, Interior Decorations, and** **Special Purpose Decorations Guidelines**

Artwork can take many forms. Some art is purely decorative in nature such as paintings; other artwork is both decorative and functional such as seating walls, planting areas, and decorative flooring and wall covering. This guideline applies to both types of artwork.

Artwork, interior decorations and special purpose decorations are the responsibility of the court and not the AOEJCC. Any of these types of items that were transferred to the AOEJCC as part of the SB 1732 transfer process become the property of the AOEJCC unless ownership is assumed by the court. If the court does not take ownership of the property the AOEJCC at its discretion can remove, change, or maintain the artwork or decorations.

The court is responsible for those items simply hung on the walls or sitting in the facility. This would include most framed paintings, plants not part of a built-in atrium or similar structure, movable or temporary displays, temporary decorations such as holiday decorations and community displays. These items are considered the property of the court or employees working in the facility.

Some facilities have artwork on loan or maintained by local organizations such as historical societies or the artist. Both the AOEJCC and the court must work closely with such organizations or owners to ensure artwork is properly maintained. If the owner or responsible organization request assistance in the maintenance and/or movement of the artwork the AOEJCC will provide support in accordance with any established agreements with the artist or local organization. In the event no established agreement exists, the AOEJCC will at its discretion may assist or determine that the requested assistance is not in the interest of the AOEJCC and thus decline to provide the support without reimbursement of cost.

Guideline 910
Facility Modifications in Facilities
~~to~~ To be Replaced
~~with~~ With -Funded Capital Projects

The use of Facility Modification funds in facilities with funded Capital Project that will result in the courts vacating the existing facility need to be carefully scrutinized. Since the time from funding of a Capital Project to move in is often five or more years, it is unreasonable to say that no FM funding will be permitted. The challenge is to fund those FMs that are critical to continue the operations of the facility and prevent excessive deterioration but are cost proportionate to the amount of time the court will remain in the facility. The following guidelines should be used in making funding decisions:

1. FM's that are critical to continue the normal operations of the facility should be funded.
2. Fire, life, safety and security issues normally will be funded.
3. When the cost of maintenance or operations due to failing systems is determined to exceed the cost of repair work to fix said failed system. For example: the impact to operations and cost of deterioration to the facility due to leaks may justify the replacement of a roof even though the roof will last for 20 years when the Courts are scheduled to leave after 5 years.
4. The AOEJCC will take the limited life for the facility into consideration when determining the necessary FM actions needed.

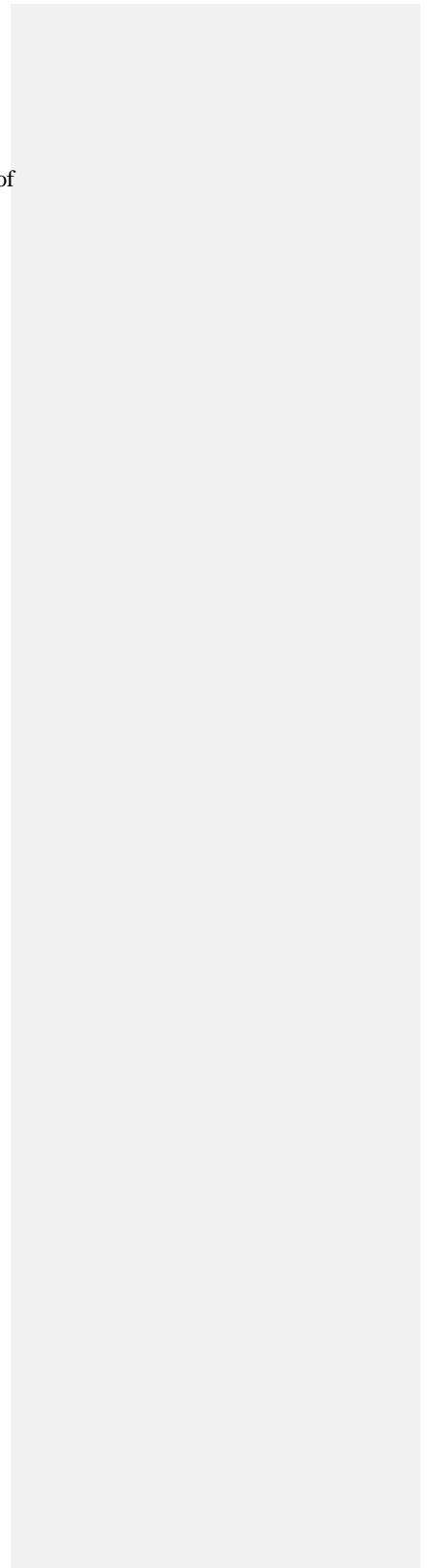
FMs to enhance court operations, improve the appearance of the facility, and other items not required to maintain the existing operations must be evaluated on a cost versus years of service remaining. Items having short life cycles such as painting may be justified if the facility still has three or more years of court usage. Some items are required to maintain the dignity of the court. Generally, the following formula should be used as a guide to determine the amount to be spent on the above type items.

- Number of years of remaining usage *multiplied by* the square foot of court space *divided by* 10 ~~equal~~ equal's \$-amount to be ~~spend~~ spent in any fiscal year.
- Using this formula a facility with five years of remaining court usage with 50,000 square feet could have approximately \$25,000 of FMs to enhance court operations and improve the appearance of the facility. While a similar sized facility with only two years of usage would have \$10,000.
- All requests beyond the scope of the formula will be highlighted to the TCFMWG Advisory Committee.

Courts may at their discretion fund additional enhancements or improvements to the facility, but AOEJCC and court funding should not be combined for a single project.

Additionally FM funds will not be used to supplement or reimburse costs relating to a Capital Project: this includes contributing FM funds to a Capital Project, reimbursing the AOEJCC for cost overruns or Court for work performed as part of a Capital Project. This fund exclusion does not

extend to work after the completion of a Capital Project to enhance operations, improve the maintainability of the facility, or maintain the facility after expiration of warranties. In Capital Projects that occur in an existing facility, this exclusion does not pertain to repair or maintenance of items outside the scope of the Capital Project.



Guideline 1011

Funding of ~~FM~~-Facility Modifications in Court-Funded Leased Facilities

This guideline applies to all leases managed by the [AOCJCC](#) but funded by the courts. This could include leases for new judgeships, storage, or for any of a number of court-supported programs for which the local court pays the lease costs.

Most court-funded leases are like the majority of leases managed by the [AOCJCC](#), in that the lessee provides the majority of the facility maintenance needs. This routinely includes many items that would be [FM-facility modifications](#) if done in ~~an~~ [AOCJCC](#) owned ~~ed~~ facility. Normally these costs are included in the lease and no additional funding is required.

In some cases, there may be items that are not included in the lease cost that may fall into the category of [FMfacility modification](#). The [TCFMWG-TCFMAC](#) will consider funding such items using the same prioritization and scoring methodology as with any [FMfacility modification](#). If funded the [AOCJCC](#) will work with the lessee to determine how the work will be performed.

[FM-Facility modification](#) funding will not be used for any of the following. [See Guideline 15 for details regarding Court-Funded Facility Requests.](#)

- —To increase leased space.
- —To change the basic function of the space, e.g. turn ~~a~~ warehouse ~~space~~ into ~~an~~ ~~courtroom~~ or office space.
- —To pay for work that is the responsibility of the lessee.
- —To pay for any cost that is amortized over the course of the lease or is a part of the operational expenses paid on a recurring basis.
- —To pay for initial Tenant Improvements. [FM-Facility modification](#) funding will only be considered after the court has occupied the space for six months or more.
- —To pay for any cost related to storage space.

Guideline-11

Requests for Reconsideration of TCFMWG Decisions

~~Courts and the AOCJCC may request decision made by the TCFMWG be reconsidered. Such requests could address funding, prioritization, or scoring decisions. All such requests must be in writing and signed by the Presiding Judge or Court Executive Officer or if from the AOCJCC, the Director of the Office of Court Construction and Management (OCCM). Request for reconsideration should be submitted to the Facility Operations Manager of OCCM.~~

~~The Facility Operations Manager will forward the request to the Chair of the TCFMWG along with a summary of the request and the decision made by the TCFMWG.~~

~~The Group will review the request for reconsideration, the initial decision of the group, and any other pertinent information related to the request. The Group or a member, may based on the situation visit the facility, meet with court and/or AOCJCC personnel, or meet with any other person(s) who may provide information on the request.~~

~~The group will then review all the data and the report from the appointed member and make a final determination. The Chair will prepare a reply informing the requestor of the decision of the group.~~

~~The decision of the group is considered final.~~

Guideline 12

Americans with Disabilities Act (ADA) “Projects” Guidelines

The AOCJCC has the responsibility to make all of their buildings comply with the Americans with Disabilities Act (ADA) most current regulations.

This is not an ADA guideline, but a guideline for projects that have ADA upgrades as the primary scope of work, the priority’s focus must be specific to these upgrades.

This guideline does not apply to buildings constructed after the year 2000 as these buildings were constructed to the latest ADA guidelines and any modifications to these structures should have ADA compliance as a standard and not an upgrade in this construction.

Use the following to guide when the AOCJCC will fund and what priority ADA upgrades should receive.

———**Priority 1:** ADA projects will not fall under this priority as this priority is for projects that are immediately or potentially critical in nature. Such conditions may include, but are not limited to, the following; major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure.

———**Priority 2:** Only used to mitigate a legal action or written complaint and only for the items noted in the action or complaint. Example; if the complaint or legal action identifies no ADA accessible bathrooms on the first floor, the focus will be on providing an accessible bathroom on the first floor and not throughout the building. If ADA compliance is part of the overall repair, then compliance must be followed for that specific repair. Example; if the priority 2 is to replace a washroom lavatory and fixtures, that particular lavatory and associated fixture and its components must be ADA compliant.

———**Priority 3:** Use when there is an impact to the dignity of the court to a level that it’s correction will improve functionality, usability and accessibility of court operations. Priority 3 work should be limited to the minimum effort needed to address the immediate concern. If ADA compliance is part of the overall repair, then compliance must be followed for that specific repair. Example; if the priority 3 is to replace or add a break room cabinet, sink and fixtures, that particular cabinet and associated fixtures, and its components must be ADA compliant.

———**Priority 4:** Most ADA work will fall under this priority. Example; Doors do not have closers or proper pull weight, bathrooms are not compliant, ramps needed, service counter heights to high and Elevator operating panels not compliant.

———**Priority 5:** ADA projects will not fall under this priority.

———**Priority 6:** ADA projects will not fall under this priority.

Guideline 13

Using Cost to Assist in Facility Modification Determinations

This guideline applies to work performed by the AOCJCC that is funded from either the facility modification or operations and maintenance (O&M) funds. The Facility Modification Policy, approved by the Judicial Council on July 27, 2012, provides a definition of a facility modification. The definition acknowledges the difficulty in distinguishing a facility modification from routine maintenance. This Guideline is intended to supplement and aid in making that distinction not change the definition itself. This guideline will only be used after all other criteria in the definition have been used and a determination cannot be made as to whether or not the project is a facility modification.

The definition asks several questions related to making the distinction between a facility modification and O&M. One question relates to the amount of time and materials needed to complete the work. The amount of time and material could be considered to be the cost of the effort. Thus, cost could be one of the factors used to determine the distinction when other specific criteria listed in the Policy do not provide a clear distinction. Based on this, Service Work Orders with an estimate of over \$2,000 are generally considered to be facility modifications, while those under \$2,000 are generally considered to be O&M.

Projects should not be scoped with this guideline in mind. The levels of effort should be based on the need to deliver a complete and usable end product not be scoped to be a specific dollar amount. Breaking larger projects into smaller pieces to avoid them being over \$2,000, or combining unrelated items to ensure the estimate is over \$2,000 is not permitted.

Guideline 14 **Graffiti/Vandalism Mitigation**

It is the responsibility of the AOCJCC to remove vandalism caused by graffiti to prevent further deterioration of wall coverings and other materials. Projects where a facility or its components are damaged, seriously deteriorated, dysfunctional, subject to intermittent service outage, or are otherwise in insufficient operating condition due to vandalism should be treated as facility modifications and processed through the standard facility modification process. Minor graffiti related vandalism projects will be treated as cost plus operations and maintenance work. Existing cost plus approval processes and authorities should be used to plan, approve, and execute this work.

Graffiti/Vandalism projects that qualify as Facility Modifications, as defined above, should use the following guide to determine what priority ranking the Graffiti/Vandalism should receive.

Priority 1: Graffiti/Vandalism Mitigation projects will not normally fall under this priority as this priority is for projects that are immediately or potentially critical in nature. Such conditions may include, but are not limited to, the following; major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure.

Priority 2: Graffiti/Vandalism Mitigation can only be justified as a Priority 2 if it is described as vandalism, in a public area that must be repaired immediately to prevent further deterioration of wall coverings. Public areas are generally described as building lobby areas, restrooms within free access areas, and corridors outside of courtrooms where the public congregates. Priority 2 facility modifications should be limited to the minimum effort needed to address the immediate concern.

Priority 3: Use when there is an impact to the dignity of the court to a level that its correction will improve functionality, usability, and accessibility of court operations. Priority 3 work should be limited to the minimum effort needed to address the immediate concern.

Priority 4: Only used where Graffiti/Vandalism Mitigation is required for code compliance.

Priority 5: Graffiti/Vandalism Mitigation projects will not fall under this priority.

Priority 6: Graffiti/Vandalism Mitigation projects will not fall under this priority.

Classifications of Graffiti/Vandalism Mitigation:

Examples of Minor Graffiti/Vandalism using Operations and Maintenance Funding:

- Vandalism – Graffiti Removal – Fill, sand, and paint bathroom partitions and urinal screens. Graffiti has been etched in the metal partitions and urinal screen in the men’s public restroom.
- Vandalism – Graffiti Removal – Sand and refinish the public corridor

- side of one (1) door that was vandalized with graffiti.
- Vandalism – Graffiti Removal – Sand, stain, and refinish two public benches (Bench top’s only) which were vandalized by graffiti outside the courtrooms, this work will need to be completed after hours.
- Vandalism – Graffiti Removal – Remove and replace the anti graffiti film on three mirrors in the men’s public rest room in the lobby.
- Vandalism – Graffiti Removal – Seal and paint one wall (approximately 80sf) to cover the graffiti in the women’s public restroom.

Examples of major Vandalism using Facility Modification Funding:

- Vandalism - Apply 1/8 inch Petra-coat finish to the 1st and 2nd floor Men's public restrooms and replace two damaged mirrors with four new ones as well as one damaged paper towel dispenser. Currently Court visitors are scribing into the drywall above the tile on the walls in the 1st and 2nd floor men's public restrooms. Much of the vandalism is gang related.
- Vandalism – Sand, stain, and refinish 20 public benches which were vandalized by graffiti outside the courtrooms, this work will need to be completed after hours.
- Vandalism - Grind out and buff etched in graffiti at the stainless steel inner elevator doors. After removal, furnish and install anti-graffiti film on doors and side panels.
- Vandalism – Holding Cells Benches - Renovate 88 LF of vandalized benches in four (4) holding cells. Metal cladding will be placed over approximately 88 LF of wooden benches that have been vandalized by in-custodies due to physical configuration of the area is such that the vandalism is subject to public view during community outreach, education programs and schools. These tours consist of 3,500 members of the public who will tour the courtrooms, back hallways, holding rooms and the Juvenile Hall.

Guideline 15

Court-Funded Facilities Requests (CFRs)

The Judicial Council has delegated to the Trial Court Facility Modification Advisory Committee the authority to approve new Court-Funded Facilities Requests (CFRs) if all of the following are true:

1. The court contribution will be used exclusively to pay for the following urgent court facilities needs:
 - i. Lease-related costs (i.e., lease payments and operating costs, repairs, or modifications required by a lease);
 - ii. Costs that are allowable court operations expenditures under rule 10.810 of the California Rules of Court (i.e., equipment, furnishings, interior painting, flooring replacement or repair, furniture repair, or records storage), if the court prefers to have the AOCJCC handle the matter on its behalf;² or
 - iii. Other facility improvements that are not allowable court operations expenditures under rule 10.810 (i.e., facilities operations, maintenance, repairs, and modifications but not capital projects), if they would improve a court's functioning or reduce ongoing court operating costs.
2. If the court financial contribution will pay lease-related costs:
 - i. The AOCJCC holds or has accepted assignment of the lease;
 - ii. The lease term will not exceed five years; and
 - iii. Any lease renewal (including renewals pursuant to an option contained in an existing lease contract) must be considered as a new CFR.
3. Courts wishing to contribute funding for multiple small projects that are non-lease items in a fiscal year may expedite the approval process by submitting a single CFR, under the following procedure:
 - i. The CFR proposes a maximum fiscal year budget (i.e., the court's cumulative total financial contribution) for small projects that year;
 - ii. Following approval of that amount, the court will submit individual service work order requests, to be charged against its authorized maximum annual fiscal year budget as follows:
 - a. Individual service work orders may not exceed \$15,000.
 - b. Each service work order will identify the type of service requested, and state whether the work is rule 10.810 allowable or unallowable.
 - c. If the work is rule 10.810 allowable, the service work order will provide a brief explanation of the reason that the court prefers to have the AOCJCC handle the matter on its behalf.
 - d. If the work is not allowable under rule 10.810, the service work order will provide a brief explanation of how the requested work will improve the court's functioning or reduce ongoing court operating costs.

² Courts retain the option of making rule 10.810 allowable expenditures on their own, without resorting to the new CFR Procedure or an allocation reduction.

- e. Once a maximum fiscal year budget for small projects has been approved, a regional manager for the AOCJCC's Facilities Management Unit may approve individual service work order requests.
 - f. The AOCJCC's Facilities Management Unit must report at each meeting of the Trial Court Facility Modification Advisory Committee on disposition of all individual service work order requests received since the committee's last meeting.
 - iii. A court's cumulative financial contribution via service work orders may not exceed the maximum fiscal year budget established under the original CFR. Work requiring expenditures beyond that established budget will require a new CFR.
4. The court's presiding judge or court executive officer submits a CFR application demonstrating the court's ability to meet the financial commitment.
 5. The AOCJCC's Fiscal Services Office (FSO) will review the court's application and any other relevant information, may request further information from the court as needed, and will advise if it has concerns about the court's ability to meet the proposed financial commitment.
 6. If there are no unresolved FSO concerns, the court will execute an intra-branch agreement (IBA) with the AOCJCC, authorizing the AOCJCC to directly pay the costs covered by the court's CFR from the Trial Court Trust Fund (TCTF), making a corresponding reduction to the court's TCTF allocation.
 7. Any court submitting a CFR application must agree that its TCTF allocation will be reduced, during the period specified in the application, if approved, to meet the full financial commitment, notwithstanding any other court financial needs that may arise, as other court facilities funding sources are fully committed and therefore not available to replace a court contribution.
 8. If the AOCJCC's FSO has concerns about a court's ability to meet a proposed financial commitment, it may present those concerns to the Trial Court Facility Modification Advisory Committee, and the court may present a response.

The Trial Court Facility Modification Advisory Committee will provide, on a quarterly basis, an informational report to the Judicial Council about all CFRs granted during the previous quarter, with reports to specify the nature of the cost covered by each court's contribution, the reason each request was considered urgent, and key terms for any leases (e.g., start and end date of term, options to renew, early termination provisions, total cost, and covered improvements).

Guideline 16

Charging Stations For Electric Vehicles

As use of electric-powered passenger vehicles increases in California, requests have been made by various Judges and Commissioners for installation of charging stations or the use of existing outlets for the charging of personally owned vehicles. This raises at least two questions: (1) should judicial officers, court employees or other court users be allowed to use existing outlets to charge their personal vehicles, and (2) should the judicial branch install formal electric car charging stations, which might be operated on a pay-per-use basis.

Use Of Existing Outlets. In general, the use of public resources by public employees in the workplace for personal benefit is not acceptable pursuant to California Government Code section 8134. Therefore, while de minimis use of electricity by employees may be legitimate in emergency or other special circumstances, court employees should not take advantage of the court's electric power to charge personal vehicles on a regular basis. The Trial Court Facilities Modifications Advisory Committee and the AOCJCC personnel responsible on a regional basis for courthouse maintenance are not in a position to monitor the use of existing outlets by judicial officers, court employees and other courthouse users for abuse of public resources. Therefore, responsibility for the proper use of public resources (e.g. electric power) must remain primarily with local court managers and responsible judicial leaders on site.

Addition Of New Charging Stations As Facility Modification. While it would be wonderful if the judicial branch could afford to add electric charging stations to existing courthouses or to new courthouses, this is not a service which is in any way central to the mission of the courts. Since there is a continuing shortfall in resources needed to keep existing courthouses in habitable, usable condition for public service, the installation of new electric charging stations is a capital improvement which falls below Priority 6 (the lowest Priority on the existing scale). For this reason, a new category of Priority 7³ has been created for the category "Desirable For Reasons Not Related To Court Operations." This will distinguish this kind of improvement from Priority 3, which includes improvements to existing courthouses which "improve the functionality, usability, and accessibility of a court facility" and which "will improve court operations."

Local Option To Arrange For Charging Stations. Since there are many different ways in which new electric charging stations can be installed (e.g. Blinknetwork.com, Plugshare.com, Chargepoint.com), the judicial branch will allow local courts to experiment with the installation of charging stations if suitable locations are available. As a policy matter, the Trial Court Facilities Modifications Advisory Committee strongly recommends against installations which will serve only secured parking areas for judicial officers. Any such new facilities should be available to at least court employees generally, not just for judicial officers.

The local court or an outside provider needs to invest the capital needed to make a code-compliant installation which does not overload existing circuits, switches and transformers. All such work must be approved in advance by the responsible AOCJCC regional facilities manager.

³ The Facility Modification Policy as currently approved by the Judicial Council does not provide this priority. Until such time as this priority is formally adopted by the Council, the work meeting this definition shall be categorized as Priority 5 work.

even for courthouses which are locally managed through the delegation pilot program. All such requests must be submitted for pre-approval to the TCFMAC as a Court-Funded Request; see also Guideline 8 “Installation and Support for Court Owned Equipment/Furniture Guidelines” for additional provisions applicable to such improvements.

Users should pay some fee consistent with comparable public charging stations and the cost of electricity consumed, and the provider must make arrangements in writing with AOCJCC facilities management to reimburse the judicial branch for the power used unless it is supplied via a separate meter charged directly to the provider.

These rules do not apply to county managed courthouses and parking lots because responsibility for these issues is with the relevant county.

Guideline 17
Building and Security Systems Funding Responsibility

The Judicial Council (JCC) has the responsibility for the system infrastructure replacement and renewal. JCC funding generally carries legislated restrictions and therefore may only be used for specific functions and within specific circumstances. Rule 10.810 (See Attachment 1) allows the courts to use their operating funds for painting, wall/window coverings, carpet, and security. But it does not require them to fund this work.

All work whether a renewal, renovation, replacement or repair is subject to budget availability regardless of the fund source. The table below identifies three potential fund sources which would bear primary responsibility for work associated with specific components and systems should available budgets allow for it.

Available funding will lag behind demand and therefore work funded by the Real Estate and Facilities Management office must be prioritized in alignment with the FM Policy. Work funded by the Office of Security will be required to comply with the strictures of their funding rules.

The following tables A and B intend to provide definition on primary funding ownership for many different building systems, components and equipment. While not a complete and exhaustive list, it is generally comprehensive and deals with the majority of systems, components, and equipment common to court facilities.

Table A deals with building systems and components in general. It should be used as a guideline to identify responsibility of specific components and systems found within the building.

Table B deals with building security systems exclusively. It should be used as guideline to identify primary responsibility for the various security components that support the security function within the court.

Ownership of systems can be, and many times is, also the responsibility of the county. Engaging the county in the maintenance and renovation of their owned systems falls to the party identified as having primary funding responsibility. For example in a facility where the JCC has partial equity and the county serves as the managing party the JCC is responsible for working with the county to ensure that the HVAC system is properly maintained and, when appropriate, renovated.

Table A – Building Systems

<u>Building System Category</u>	<u>Subcategory</u>	<u>Building Components and Equipment</u>	<u>Real Estate and Facilities Management¹</u>	<u>Trial Court Operations Funds²</u>	<u>Office of Security (Special Funds)</u>
Building Envelope	Exterior Doors	Doors and Doorknobs	X	-	-
Building Envelope	Exterior Doors	Exterior entrance power washing	X	-	-
Building Envelope	Exterior Walls	Exterior wall finish	X	-	-
Building Envelope	Exterior Windows	Clearing or Cleaning cobwebs from windows, corners (janitorial)	-	X	-
Building Envelope	Exterior Windows	Window cleaning exterior	X	-	-
Building Envelope	Exterior Windows	Windows (repair, occasional replacement)	X	-	-
Building Envelope	Foundation	Foundation	X	-	-
Building Envelope	Interior Windows	Window cleaning Interior (janitorial)	-	X	-
Building Envelope	Other Site System	Flag Poles and Flag replacement	X	-	-
Electrical	Branch Wiring	Raceway	X	-	-
Electrical	Service & Distribution	ATS switches	X	-	-
Electrical	Branch Wiring	Cabling work stations	-	X	-
Electrical	Communications & Security	Plug-in power monitoring for data systems	-	X	-
Electrical	Communications & Security	Server room electrical requirements	X	-	-
Electrical	Low Voltage Electrical	Antennas/communication dishes	-	X	-
Electrical	Low Voltage Electrical	Business Data Cabling	-	X	-
Electrical	Low Voltage Electrical	Lower voltage cable	X	-	-
Electrical	Low Voltage Electrical	Security cabling	X	-	-
Electrical	Low Voltage Electrical	Telephone/telephone cabling (Move, Change, or add)	-	X	-
Electrical	Low Voltage Electrical	TV Cable/CCTV	-	X	-
Electrical	Service & Distribution	Lighting (cubicle, desk or task)	-	X	-
Electrical	Service & Distribution	Lighting (except cubicle, desk or task)	X	-	-
Electrical	Service & Distribution	Switchgear	X	-	-
Electrical	Service & Distribution	Transformers	X	-	-
Electrical	Service & Distribution	Ballasts	X	-	-
Electrical	Service & Distribution	Capacitance bank	X	-	-
Electrical	Service & Distribution	Electrical outlets (new)	-	X	-
Electrical	Service & Distribution	Electrical outlets (repair and replace)	X	-	-
Electrical	Service & Distribution	Face plates (replace/install)	X	-	-
Electrical	Site Lighting	Exterior lights	X	-	-
Electrical	Site Lighting	Parking lot lighting	X	-	-
Fire Life Safety	Fire Protection	Computer fire suppression system	X	-	-
Fire Life Safety	Fire Protection	Extinguishers	X	-	-
Fire Life Safety	Fire Protection	Fire alarm system	X	-	-
Fire Life Safety	Fire Protection	Fire sprinkler system	X	-	-
Fire Life Safety	Communications & Security	Fire alarm system monitoring	X	-	-
Fire Life Safety	Emergency Power	Emergency Exit Lighting	X	-	-
Fire Life Safety	Emergency Power	Emergency Generator	X	-	-
Fire Life Safety	Emergency Power	Emergency lighting	X	-	-
Fire Life Safety	Emergency Power	UPS - uninterruptible power supply (hard-wired)	X	-	-

Revised 1/7/2015

pg. 37

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Flooring	Floor Finishes	Carpet maintenance and repair	-	X	-
Flooring	Floor Finishes	Floor covering maintenance and repair	-	X	-
Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X	-	-
Flooring	Floor Finishes	Non-cosmetic repairs	X	-	-
Flooring	Floor Finishes	Raised floor panels maintenance and repair	-	X	-
Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X	-	-
Furnishings	Appliances	Break room water dispensers (unfixed)	-	X	-
Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X	-	-
Furnishings	Appliances	Counter style appliances	-	X	-
Furnishings	Appliances	Garbage Disposals	-	X	-
Furnishings	Appliances	Microwaves	-	X	-
Furnishings	Appliances	Ovens and Stoves	-	X	-
Furnishings	Appliances	Refrigerators	-	X	-
Furnishings	Appliances	Trash Compactors	-	X	-
Hardware	Interior Doors	Automatic door openers	X	-	-
Hardware	Interior Doors	Door closers	X	-	-
Hardware	Interior Doors	Hinges	X	-	-
Hardware	Interior Doors	Key schedule	X	-	-
Hardware	Interior Doors	Keys	X	-	-
Hardware	Interior Doors	Lock sets (includes cipher and access control connected hardware)	X	-	-
Hardware	Interior Doors	Rekeying (due to loss)	-	X	-
Hardware	Lock Specialty	Unfixed furnishing, cabinet keys and locks	-	X	-
Hardware	Exterior Windows	Window screens	X	-	-
HVAC	Air Distribution	Balancing air distribution	X	-	-
HVAC	Air Distribution	Air conditioning	X	-	-
HVAC	Air Distribution	Diffusers - cleaning room-side of vents (janitorial)	-	X	-
HVAC	Air Distribution	Distribution supply and return duct	X	-	-
HVAC	Air Distribution	VAV box controllers	X	-	-
HVAC	Controls & Instrumentation	Building Automation System (BAS)	X	-	-
HVAC	Controls & Instrumentation	Energy Management System	X	-	-
HVAC	Cooling System	Chiller	X	-	-
HVAC	Cooling System	Data room air conditioning systems	X	-	-
HVAC	Cooling System	Roof-top units	X	-	-
HVAC	Cooling System	Swamp coolers	X	-	-
HVAC	Heating System	Boiler	X	-	-
HVAC	Heating System	Steam boiler	X	-	-
HVAC	Vent Pipe & Fittings	Roof-top exhausts	X	-	-
HVAC	Vent Pipe& Fittings	Exhaust duct	X	-	-
Interior Finishes	Ceiling Finishes	Ceiling Tiles	X	-	-
Interior Finishes	Movable Furnishings	Artwork (owned and/or loaned)	-	X	-
Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades (maintain, repair and replace)	X	-	-
Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades - Cleaning	-	X	-
Interior Finishes	Movable Furnishings	Office pictures or personal decorations	-	X	-
Interior Finishes	Special Coverings	Visual security barriers (tinting)	X	-	-

Revised 1/7/2015

pg. 38

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Interior Finishes	Special Finishes	Kick plates	X	-	-
Interior Finishes	Wall Coverings	Paneling ^[1]	-	X	-
Interior Finishes	Wall Coverings	Wall coverings	-	X	-
Interior Finishes	Wall Finishes	Minor touch-up painting	X	-	-
Interior Finishes	Wall Finishes	Paint - Exterior	X	-	-
Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court-Exclusive Areas)	-	X	-
Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X	-	-
Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X	-	-
Landscaping	Fertilizing	Chemical lawn treatments	X	-	-
Landscaping	Irrigation System	Landscaping irrigation system	X	-	-
Landscaping	Plantings	Boulevard plantings	X	-	-
Landscaping	Plantings	Shrubs/plantings/annuals	X	-	-
Landscaping	Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.	-	X	-
Mechanical	Energy Supply	Duct insulation	X	-	-
Mechanical	Energy Supply	Heat exchanger	X	-	-
Mechanical	Sanitary Waste	Waste water system	X	-	-
Mechanical	Water Distribution	Faucets	X	-	-
Mechanical	Water Distribution	Pipe insulation	X	-	-
Mechanical	Water Distribution	Water fountains	X	-	-
Mechanical	Water Equipment	Hot water heater	X	-	-
Mechanical	Water Equipment	Water filters (As required by specific building wide distribution systems)	X	-	-
Mechanical	Water Equipment	Water softener (building wide)	X	-	-
Mechanical	Water Equipment	Water treatment	X	-	-
Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)	-	X	-
Office Equipment	Communications & Security	Server hardware and LAN infrastructure	-	X	-
Office Equipment	Communications & Security	Telephone system	-	X	-
Office Equipment	Equipment	Shredder	-	X	-
Office Equipment	Fixed Furnishings	Furniture (fixed)	X	-	-
Office Equipment	Movable Furnishings	Bulletin or white boards	-	X	-
Office Equipment	Movable Furnishings	Computer equipment	-	X	-
Office Equipment	Movable Furnishings	Furniture (unfixed)	-	X	-
Office Equipment	Movable Furnishings	Furniture moves	-	X	-
Office Equipment	Movable Furnishings	Furniture set-ups	-	X	-
Office Equipment	Movable Furnishings	High-density filing system	-	X	-
Office Equipment	Movable Furnishings	Modular furniture	-	X	-
Office Equipment	Equipment	Copier	-	X	-
Office Equipment	Equipment	Printers	-	X	-
Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning	-	X	-
Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow	-	X	-
Restroom	Interior Specialties	Counter	X	-	-
Restroom	Bath Accessories	Electrical hand driers (buy/provide)	-	X	-
Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X	-	-
Restroom	Bath Accessories	Paper towel dispensers (buy/provide)	-	X	-

Revised 1/7/2015

pg. 39

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Restroom	Bath Accessories	Paper towel dispensers (hang/re-hang)	X	-	-
Restroom	Bath Accessories	Seat cover dispensers (buy/provide)	-	X	-
Restroom	Bath Accessories	Seat cover dispensers (hang/re-hang)	X	-	-
Restroom	Bath Accessories	Soap dispensers (buy/provide)	-	X	-
Restroom	Bath Accessories	Soap dispensers (hang/re-hang)	X	-	-
Restroom	Bath Accessories	Stocking restrooms (janitorial)	-	X	-
Restroom	Bath Accessories	Toilet paper dispensers (buy/provide)	-	X	-
Restroom	Bath Accessories	Toilet paper dispensers (hang/re-hang)	X	-	-
Restroom	Bath Accessories	Trash cans (buy/provide)	-	X	-
Restroom	Bath Accessories	Trash cans (hang/re-hang)	X	-	-
Restroom	Fixtures	Partitions	X	-	-
Restroom	Fixtures	Plumbing fixtures	X	-	-
Restroom	Fixtures	Shelves	X	-	-
Restroom	Fixtures	Sinks	X	-	-
Restroom	Fixtures	Urinals	X	-	-
Roof	Roof Coverings	Roof decking	X	-	-
Roof	Roof Coverings	Roof drains/gutter/flushing	X	-	-
Roof	Roof Coverings	Roof membrane	X	-	-
Roof	Roof Coverings	Roof pads/wear lane/traffic	X	-	-
Services	Administrative	O&M Technician's office	X	-	-
Services	Administrative	Space planning functions	-	X	-
Services	Pest	Exterior spraying	X	-	-
Services	Pest	Indoor traps	X	-	-
Services	Pest	Interior spraying	X	-	-
Services	Pest	Preventive and Corrective measures	X	-	-
Signage	Site Signage	Exterior signage	X	-	-
Signage	Identifying Devices	Identification	-	X	-
Signage	Identifying Devices	Instructional (e.g. cell phone usage, noise policy, restricted area, etc.)	-	X	-
Signage	Identifying Devices	Reader boards (NOT specified in Court Transfer Agreement)	-	X	-
Signage	Identifying Devices	Reader boards (specified in Court Transfer Agreement)	X	-	-
Signage	Identifying Devices	Room Numbering (maintain, repair and replace)	X	-	-
Signage	Identifying Devices	Room numbering (new, adds, or changes)	-	X	-
Signage	Identifying Devices	State code compliance (e.g. "No Smoking")	X	-	-
Signage	Identifying Devices	Way finding/directional (Includes Evacuation)	X	-	-
Site Work	Parking Lots	Curbing (except local authority)	X	-	-
Site Work	Parking Lots	Parking (except local authority)	X	-	-
Site Work	Parking Lots	Parking lot striping	X	-	-
Site Work	Pedestrian Paving	Sidewalk (except local authority)	X	-	-
Site Work	Security Structures	Security bollards	X	-	-

DEFINITIONS:

Fixed Furnishings are defined as those furnishing that are bolted to the building structure.

Unfixed Furnishings are defined as those furnishings not affixed or only soft connected to the building structure.

Fixed Equipment is defined as those installed as part of the facility infrastructure or hard connected to mechanical or electrical systems.

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Unfixed Equipment is defined as those not installed as part of the facility infrastructure or hard connected to mechanical or electrical systems.

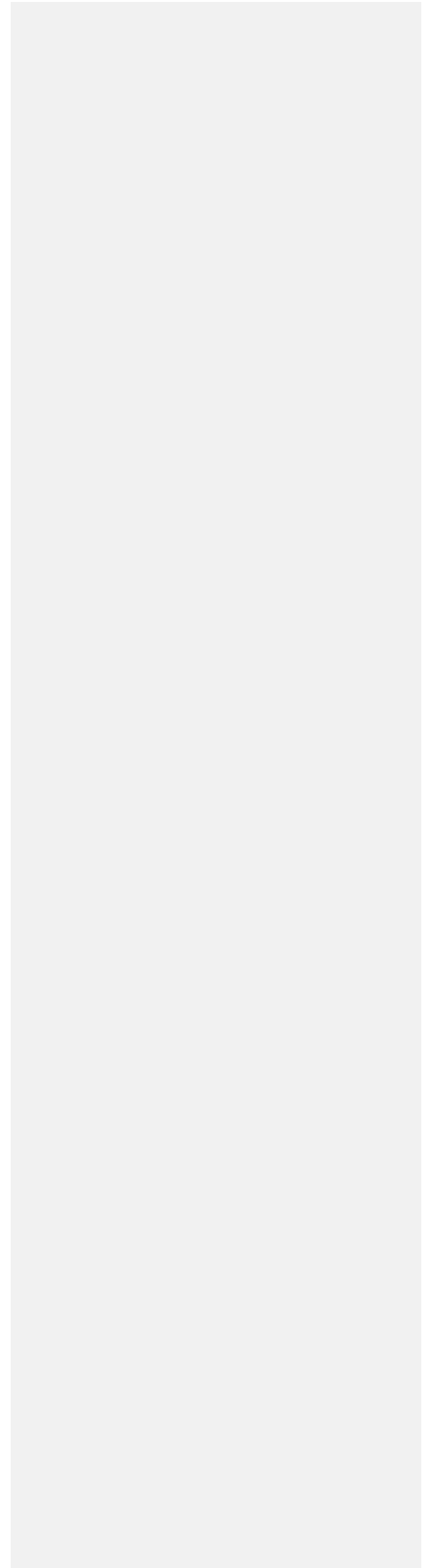


Table B – Security Systems

<u>Building System Category</u>	<u>Subcategory</u>	<u>Building Components and Equipment</u>	<u>Real Estate and Facilities Management</u> ¹	<u>Trial Court Operations Funds</u> ²	<u>Office of Security (Special Funds)</u>
<u>Equipment</u>	<u>Alarms</u>	<u>Hardwired duress alarms not integrated with facility security system</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Alarms</u>	<u>Wireless Duress alarms</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Alarms</u>	<u>Wireless Duress alarms installed by Office of Security include a 5 year service agreement. New systems installed through Capital Projects do not have a 5 year service agreement. Repairs outside of a service agreement will be the responsibility of the Court.</u>	-	-	<u>X</u>
<u>Equipment</u>	<u>Building Access</u>	<u>Access control cards or fobs, replacement and programming for access levels. Badges and badge making equipment and software.</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Building Access</u>	<u>Access control system hardware and head end controller in accordance with California Trial Court Facilities Standards.</u>	<u>X</u>	-	-
<u>Equipment</u>	<u>Gun Locker</u>	<u>Gun locker installation, repairs and keys</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Holding Cells</u>	<u>Holding cell access control systems</u>	<u>X</u>	-	-
<u>Equipment</u>	<u>Holding Cells</u>	<u>Holding cell keys</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Magnetometers & Related Equipment</u>	<u>Cabinet X-Ray System/magnetometers and associated monitors or accessories. Trust fund purchase includes 5 year service agreement. Service and maintenance outside of service agreement is responsibility of the Court.</u>	-	-	<u>X</u>
<u>Equipment</u>	<u>Magnetometers & Related Equipment</u>	<u>Cabinet X-Ray System and magnetometer and associated monitors or accessories</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Magnetometers & Related Equipment</u>	<u>Hand wand metal detectors</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Magnetometers & Related Equipment</u>	<u>Registration, record keeping, signage and training for Cabinet X-Ray Systems/magnetometers and associated monitors or accessories</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Safes</u>	<u>Fixed Safes maintenance and repair</u>	<u>X</u>	-	-
<u>Equipment</u>	<u>Safes</u>	<u>Portable Safes</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Surveillance</u>	<u>Camera – Interior</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Surveillance</u>	<u>Camera maintenance, repair and replacement if in excess of or addition to JCC trial court standards</u>	-	<u>X</u>	-
<u>Equipment</u>	<u>Surveillance</u>	<u>Camera – Perimeter</u>	<u>X</u>	-	-
<u>Equipment</u>	<u>Surveillance</u>	<u>Digital video recording (DVR) as components of complete security system and plan</u>	<u>X</u>	-	-

Table B – Security Systems

<u>Building System Category</u>	<u>Subcategory</u>	<u>Building Components and Equipment</u>	<u>Real Estate and Facilities Management</u> ¹	<u>Trial Court Operations Funds</u> ²	<u>Office of Security (Special Funds)</u>
Equipment	Surveillance	Digital video recording (DVR) for court operations and limited security application	-	X	-
Equipment	Surveillance	Facility security systems, including controllers, facility security cameras, security specific digital recording systems and monitoring stations. (no personnel)	X	-	-
Equipment	Surveillance	Security System – Interior	-	X	-
Equipment	Surveillance	Security System – Perimeter	X	-	-
Equipment Monitoring	Alarms	Duress alarms	-	X	-
Equipment Monitoring	Alarms	Fire alarm system	X	-	-
Equipment Monitoring	Alarms	Hardwired duress alarms integrated with facility security system	X	-	-
Equipment Monitoring	Alarms	Intrusion alarm, monitoring and response	-	X	-
Equipment Monitoring	Alarms	Intrusion alarm, repairs and maintenance	-	X	-
Equipment Monitoring	BAS	Building Automation System (BAS)	X	-	-
Equipment Monitoring	Elevator	Elevator and vertical conveyance monitoring and notification	X	-	-
Equipment Monitoring	Vehicles	Vehicle control system	X	-	-
General Building	Equipment	Manage and maintain facility operations equipment	X	-	-
General Building	Janitorial	Porter services and routine spill cleanup (janitorial)	-	X	-
General Building	Personnel	Security personnel	-	X	-
Hardware	Fencing & Gates	Security fencing and gates, vehicle barriers and bollards	X	-	-
Hardware	Keys & Locks	Cabinet and cash drawer keys and locks in fixed furnishings	-	X	-
Hardware	Keys & Locks	Cipher locks	X	-	-
Hardware	Keys & Locks	Door hardware/automatic door openers	X	-	-
Hardware	Keys & Locks	Key schedule	X	-	-
Hardware	Keys & Locks	Keys	X	-	-
Hardware	Keys & Locks	Lock sets (includes cipher and access systems)	X	-	-
Hardware	Keys & Locks	Rekeying due to loss of key	-	X	-
Hardware	Windows	Ballistic glazing assemblies	X	-	-
Hardware	Windows	Ballistics protection (courtrooms, security spaces, etc.)	X	-	-

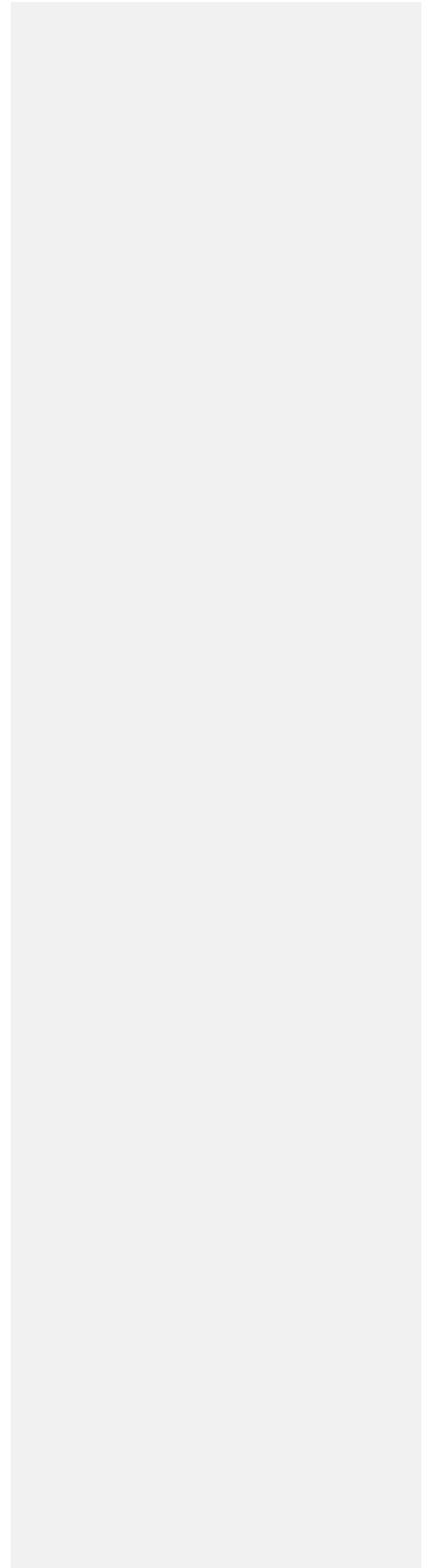
Revised 1/7/2015

Table B – Security Systems

² Building components and equipment to be included within the funding responsibility of the Judicial Council of California in transferred facilities is in accordance with applicable transfer and joint occupancy agreements.

² Court-funded facilities requests (CFRs) should be coordinated with the Judicial Council Customer Service Center.

³ Artwork, sculpture and intricate design components, such as lit design details, shall be treated on an item-by-item basis determined cooperatively and dependent on initial and future use.



Guidelines for Prioritizing and Ranking Facility Modifications

ADOPTED BY
THE TRIAL COURT FACILITY
MODIFICATION ADVISORY COMMITTEE,
XXXX XX, 2014



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE



1. Overview

This document presents a methodology and process adopted by the Trial Court Facility Modification Advisory Committee (Advisory Committee) for prioritizing and ranking facility modifications to trial court facilities. It also includes operating guidelines established to help guide Advisory Committee meetings and to establish JCC versus court funding for a variety of facility related issues.

2. Facility Modification Defined

Facility Modifications (FM) as defined by the Judicial Council in its December 2, 2005, report titled *Prioritization Methodology for Modifications to Court Facilities* are a generally planned, physical modification to a facility component or components that restores or improves the designed level of function of a facility or facility components. On December 12, 2012, the Judicial Council (JCC) adopted a revised version of the policy titled *Trial Court Facility Modifications Policy*.

A facility modification may consist of:

- A modification that alters or increases the designed level of services of a building;
- A “special improvement” meaning a one-time modification to a facility that is not expected to be repeated during the lifetime of the facility;
- An alteration, addition to, or betterment of a facility that changes its function, layout, capacity, or quality;
- A rehabilitation, which restores a facility to its former state or capacity;
- A renovation, which restores a facility to a former or better state, including by repairing or reconstructing facility components;
- A replacement, which puts a new facility component of the same or better quality or function, in the place of an existing facility component;
- The addition of new systems, equipment, or components to a facility that would not otherwise exist;
- A modification to a facility that is required to bring the facility into compliance with law, including but not limited to the Americans with Disabilities Act, title 24 of the California Code of Regulations, and federal and state hazardous materials laws and regulations;
- Any of the foregoing where a facility or its components are damaged, seriously deteriorated, dysfunctional, subject to intermittent service outage, or otherwise in insufficient operating condition as a result of deferred maintenance, emergency, acts of God, severe wind or weather conditions, vandalism, or criminal activity; and
- A correction of collateral damage arising from an emergency incident or unanticipated finding that is discovered during the performance of facility modification work.

A facility modification differs from routine maintenance and repair of a court facility, which is the routine, recurring, and generally anticipated work that must be performed periodically throughout the life of a facility to keep the building and its grounds, equipment, and utilities

infrastructure in a condition adequate to support their designed level of service. Routine maintenance and repair includes annual or less frequent periodic repairs and replacements of building components and equipment consistent with manufacturers' recommendations or industry-recommended service cycles. While a facility modification may either restore or improve a facility's designed level of function, routine maintenance and repair always maintains, without materially improving, the facility and its components at their designed level of function. Routine maintenance and repair is the basic and ongoing work that is needed, as part of ordinary facility operation and management, to keep the facility and its components in a condition adequate to support existing facility operations and to prevent deterioration, break down, and service interruptions.

In some instances, it is difficult to distinguish between a facility modification and routine maintenance and repairs. Facility modifications are distinguished from routine maintenance and repair based on the scope and complexity of the work to be performed, and the anticipated impact of the work on the ongoing operation of the facility. Factors to be considered in evaluating the scope, complexity, and impact of a project include:

- The amount of time and materials needed to complete the work;
- The number of steps involved in completing the project;
- The type and number of tools required to perform the work;
- The extent to which facility structures or equipment must be altered or moved to complete the project;
- Whether the facility component involved is a substantial part of a major facility system;
- Whether one or more facility systems will be disrupted or taken out of service as a result of the project; and
- Whether the project involves critical facility systems such as life safety or security equipment, HVAC equipment, utilities infrastructure, roofs and other structural components, or accessibility features (i.e., elevators, escalators, doors, parking lots and structures).

Projects of greater scope and complexity or with a more critical impact on the ongoing safe and secure operation of the court facility are more likely to be facility modifications; however, for projects that are more difficult to distinguish, case-by-case evaluation is required.

There is no upper or lower dollar limit for FM. Small repairs will normally be handled as Job Orders but depending on the operations and maintenance budget, some smaller repairs either individually or collectively may need to be funded as FMs. Larger projects may be funded as Capital Projects.

A facility modification is distinguished from a capital project in that the latter significantly increases the facility's gross area; substantially renovates the majority (more than 50 percent) of the facility; involves the construction of a new facility or a facility acquisition; or changes the use of the facility, as in a conversion from another use to court use.

3. Priority Categories

Facility modifications are assigned one of six priority categories. These categories, adopted by the Judicial Council, are based on methods commonly used by private sector facility management firms. Facility modifications that are determined to be Priority 1 will be addressed immediately and regardless of whether the court occupies a shared-use facility. Planned Priority 2–6 facility modifications requested for court exclusive and shared-use facilities will be assigned an appropriate priority category. Implementation of modifications in shared-use facilities, however, may be dependent on financial participation by the county that occupies space in the building.

Priority 1—Immediately or Potentially Critical. Condition requires immediate action to return a facility to normal operations, or a condition that will become immediately critical if not corrected expeditiously. Such conditions necessitate the need to stop accelerated deterioration or damage, to correct a safety hazard that imminently threatens loss of life or serious injury to the public or court employees, or to remediate intermittent function and service interruptions as well as potential safety hazards. Such conditions may include, but are not limited to, the following: major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure. Depending on scope and impact, a severe deterioration in life safety protection may also be considered a priority 1 condition requiring a facility modification.

Owing to their critical nature, priority 1 requests will be addressed immediately by JCC staff using internal procedures that ensure timely and effective responses to unplanned emergency or potentially critical conditions, including a method and a process for setting aside funds to address priority 1 conditions.

Priority 2—Necessary, but Not Yet Critical. Condition requires correction to preclude deterioration, potential loss of function or service, or associated damage or higher costs if correction is further deferred.

Priority 3—Needed. Condition to be addressed will reduce long-term maintenance or repair costs or will improve the functionality, usability, and accessibility of a court. The condition is not hindering the most basic functions of a facility, but its correction will support improved court operations.

Priority 4—Does Not Meet Current Codes or Standards. Condition does not conform to current code requirements, yet it complied at the time of initial construction. Such conditions are considered legally nonconforming and are generally not required to be modified to meet current code requirements.

Priority 5—Beyond Rated Life, but Serviceable. Condition is currently adequate but cannot be expected to function as designed in the future.

Priority 6—Hazardous Materials, Managed but Not Abated. Hazardous materials, such as asbestos or lead-based paints, which are currently managed in place but not yet remediated.

4. Ranking Requests for Priority 2–6 Facility Modifications

JCC staff will work with Trial Court Executive Officers and their staff to document the court’s operational needs. Facility conditions will be assessed by JCC staff and contractors periodically to identify facility modification requests and requirements for each forthcoming fiscal year. JCC staff will assign a priority category to each modification requested or indicated, develop a preliminary cost estimate, and determine a high-level scope of work for the facility modification. JCC staff will then prepare a report for each committee meeting on pending trial court facility modifications.

Each periodic report will include a preliminary ranked list of all pending requests by priority category, including a quantitatively-scored rationale for the ranking. Preliminary ranked lists of all facility modification requests will be prepared by JCC staff based on criteria outlined in the July 27, 2012, Judicial Council adopted policy on facility modifications. The policy outlines the priority categories; specific justifications; effect on court operations and public/employee safety; risk management and mitigation; funding availability; equity among the courts; implementation feasibility; cost/benefit analysis; design and plan status; and planned major capital improvements. JCC staff will provide scoring on the following seven facility modification components, which incorporates the criteria outlined in the policy:

1. **Priority Category:** As defined above, this will be used to create the initial ranking of facility modifications. By assigning point values to the criteria listed below, a score is produced to rank the facility modifications within each priority category.
2. **Justification and Effect on the Court:** This will be a score between 5 and 50 (with 5 indicating the court is closed or is significantly impacted and 50 indicating this is a wish list item). *Please note that any number between 5 and 50 can be used to quantify the justification and the effect this requirement has on the court.* The chart below will assist in determining the correct number. Equity among courts can be taken into consideration when assigning appropriate values below.
 - 5-15 court operations are *significantly* impacted (negatively)
 - 16-20 court is operating but at less than standard productivity
 - 21-35 court appearance and dignity is diminished by the condition of the facility
 - 36-50 a “wish list” item
3. **Safety, Security, Risk Management:** This will be a score between 5 and 25 (with 5 indicating there is a potential for serious risk and 25 indicating there is no risk) The focus here is on safety, security, and risk management/mitigation by taking into consideration public and employee safety. *Please note that any number in between 5 and 25 can be used to quantify the effect this requirement has on the court.* The chart below will assist in determining the correct number.
 - 5-15 potential serious risk
 - 16-20 no significant risk
 - 21-25 no risk
4. **Feasibility:** This will be a score of 10, 15, 20, or 25 (with 10 indicating the project is easy to perform and 25 indicating the project requires major design efforts and may not be practical to perform). Factors to consider when assigning a score are shared-costs with Counties, permitting issues, funding availability, design and plan status, court approvals, and fire plans.

- 10 Easy to perform with little/no planning or design
- 15 Requires some planning and design
- 20 Requires major design effort or shared cost difficult to receive
- 25 Requires major design effort, may not be practical, shared cost highly unlikely

5. **Cost/Benefit:** This will be a score based on the Simple Return on Investment (ROI) value associated with the project. Deduction will be 3 points for each year of ROI less than seven creating a potential score of between -21 and -3.. This criterion allows for facility modifications that will pay back the cost of the effort over shorter time frames to move up the list by using a negative score. An energy-saving improvement yielding reduced utility bills or an automation project resulting in a demonstrable reduction in labor expenses are good examples. Project documentation must be validated by utility analysis staff.

- 0 ROI in excess of 7 years
- -3 ROI of 7 years
- -6 to -21 ROI of 6 to 1 year
-

6. **Design Status:** This will be a score of 5, 15, or 25 (with 5 indicating the project is designed and ready to perform today, and 25 indicating the designs will take more than 90 days to complete). Facility modifications that require no design effort, or are already in design, will receive higher scores than those still requiring design effort.

- 5 Designed, ready to perform today
- 15 Designs will be ready within 90 days
- 25 Designs will take more than 90 days to complete

7. **Planned Major Capital Improvements:** This will utilize a yes/no test for *implementation* of a facility modification project, though this will not affect the ranking of those facility modifications requests or needs. A facility modification may be implemented even though a major capital project that would address the need, but is not funded. If a planned major capital project will address the facility modification need in a reasonable period of time, the request may not need to be implemented. A specific funding guideline is included as Guideline 10.

5. Budget Allocation

Prior to the commencement of the fiscal year, JCC staff will produce a proposed spend plan detailing projected expenditures and plans of approach to plan, allocate and expend the anticipated FM budget in the forthcoming year. This proposal will be presented to the advisory committee including allocations for the following categories:

1. Statewide Facility Modification Planning
2. Priority 1 Facility Modifications Allocation
3. Planned Facility Modifications Allocation
4. Priority 2-6 Facility Modifications Allocation

The methodology and process used to produce the proposed budget allocation will be reviewed with the Advisory Committee to evaluate the approach and answer any questions. The Advisory

Committee will have the opportunity to modify the prioritization ranking methodology, adjust the allocation of the facility modifications budget among the four categories, make other changes as necessary, or validate the methodology adopted and budget allocation proposed by JCCJCC staff.

Upon approval of the final draft proposal staff will submit the budget proposal to the Judicial Council in alignment the requirements of the FM Policy.

6. Implementation of Approved FM Budget

JCC staff will proceed to implement facility modifications using the Council approved FM budget allocations. JCC staff will manage the work through design, construction, inspection, and acceptance. The JCC will work collaboratively with local courts to implement all facility modifications.

JCC staff will prepare a prioritized project lists in alignment with section 4 of this document prior to each committee meeting.

The Advisory Committee will meet approximately every 45 days to review facility modifications for Priority 1 emergency, unforeseen/out-of-cycle Priority 2-6 requests.

JCC staff will provide regular reports to the committee regarding project approved expenditures compared to original approved budgets. Staff will make recommendations as necessary to the committee to adjust budget allocation pursuant to their authority in order to maximize appropriate utilization of FM funding over the course of the fiscal year.

The Advisory Committee's decisions are normally implemented by the JCC without further consideration or approval. Reconsideration of decisions made by the Advisory Committee will only be reviewed in accordance with Guideline In the event a facility modification can be performed using funds from sources other than the facility modifications budget, implementation without regard to the prioritization and ranking methodology may be considered by the Advisory Committee. An example would be the provision of grant funds for the purchase and installation of security equipment. If facility modification funds were required to complete the installation of any equipment, provided it was a Priority 1 facility modification, the installation would still be eligible to proceed without ranking. If the modification was classified as a Priority 2 or higher, it would be subject to the ranking methodology.

7. JCC VERSUS COURT FUNDING

Not all request for facility related services are funded though the JCC facility modification budget. Some items such as furniture are expressly excluded while others such as painting and floor covering are only funded under certain circumstances. To help establish a predictable outcome when requesting facility work the Advisory Committee has established a number of Guidelines cover a variety of areas. The full text of the guidelines is included.. The guidelines cover the following topical areas:

- Guideline 1: Request for Reconsideration of Advisory Committee Decisions Guideline 2: Paint/Wall Covering and Window Covering Guideline 3: Floor Covering
- Guideline 4: Special Purpose HVAC
- Guideline 5: Security Related Projects
- Guideline 6: Hazardous Material Management and Disposal
- Guideline 7: Patron Seating
- Guideline 8: Installation and Support of Court Owned Equipment/Furniture
- Guideline 9: Art, Interior Decorations, and Special Purpose Decorations
- Guideline 10: Facility Modifications in Facilities to be Replaced with Funded Capital Projects
- Guideline 11: Funding of Facility Modifications in Court-Funded Leased Facilities
- Guideline 12: Americans with Disabilities Act (ADA) Project Guidelines
- Guideline 13: Using Cost to Assist in Facility Modification Determinations
- Guideline 14: Vandalism/Graffiti Mitigation
- Guideline 15: Court-Funded Facilities Requests
- Guideline 16: Charging Stations for Electric Vehicles
- Guideline 17: Building and Security Systems Funding Responsibility

The Advisory Committee may establish additional Guidelines or modify existing guidelines as necessary to achieve the goal of the Judicial Council, consistent with budget restraints.

8. Advisory Committee Meeting Protocols and Other Guidance

Cost as a Prioritizing and Ranking Factor: The cost of a FM will not be a factor when prioritizing and ranking FMs.

\$15/5 Rule: FMs with a Priority 2 or 3 and a cost of less than \$15K, and FMs with a Priority of 4 or 5 with a cost of less than \$5K can be approved and funded by the facility modification program budget without first going through the Advisory Committee. All \$15/5 Rule facility modifications will be limited to \$100,000 annually for each 100,000 square feet of space per facility. For example, an 80,000 square foot facility is limited to \$100,000 and a 120,000 square foot facility is limited to \$200,000.

All such FMs will be reported to the Advisory Committee at the next meeting and will be funded using Out of Cycle funds. Approval thresholds will be adjusted based on committee approval and budget limitations.

Facility Modification Cost Increases: Facility modification cost increases do not have to be approved by the Advisory Committee in advance. Cost increases of more than \$50K over that initially approved budget, by the Advisory Committee, will be reported at the next meeting.

Meeting Materials for the Advisory Committee: Meeting materials for the Advisory Committee will include an Executive Summary, an agenda, a cumulative list of policy decisions, PowerPoint slides, and facility modification lists. Meeting materials for the Advisory Committee will be sent out at least five business days prior to the meeting. The PowerPoint slides should be sent in black and white and handouts formatted as three slides per page.

Notice of Meetings for the Public: A meeting notice and an agenda with a brief description of each item to be considered during the meeting will be posted to the California Courts website (www.courts.ca.gov) at least five business days before the meeting. (CRC 10.75(e) (1).) The meeting notice must state whether the meeting is open or closed and, if partly closed, which agenda items are closed. For meetings that are open in part or in full, the meeting notice must provide: (1) the telephone number or other electronic means that a member of the public may use to attend the meeting; (2) the time of the meeting, whether the public may attend in person, and, if so, the meeting locations; and (3) the email address or other electronic means that the public may use to submit written comments regarding agenda items, requests to speak at a meeting, or requests to make an audio recording of a meeting. (CRC 10.75(f).)

Meeting Materials for the Public: Meeting materials provided to the public will be posted to the California Courts website (www.courts.ca.gov) at least three business days before the date of the meeting, except in extraordinary circumstances. (CRC 10.75(h).)

Members Absences: In the event a member cannot attend, they cannot have someone else represent them at the meeting. A quorum will consist of the members present for a scheduled meeting.

Guideline 1

Requests for Reconsideration of Advisory Committee Decisions

Courts and the JCC may request a decision made by the Advisory Committee be reconsidered. Such requests could address funding, prioritization, or scoring decisions. All such requests must be in writing and signed by the Presiding Judge or Court Executive Officer or if from the JCC, the Director of the Office of Real Estate and Facilities Management (OREFM). Request for reconsideration should be submitted to the Facility Operations Manager of OREFM.

The Facility Operations Manager will forward the request to the Chair of the Advisory Committee along with a summary of the request and the decision made by the Advisory Committee.

The Advisory Committee will review the request for reconsideration, the initial decision of the Advisory Committee, and any other pertinent information related to the request. The Advisory Committee or a member, may based on the situation visit the facility, meet with court and/or JCC personnel, or meet with any other person(s) who may provide information on the request.

The Advisory Committee will then review all the data and the report from the appointed member and make a final determination. The Chair will prepare a reply informing the requestor of the decision of the Advisory Committee.

The decision of the Advisory Committee is considered final.

Guideline 2

Paint/Wall Covering and Window Covering

The JCC has the responsibility for the interior painting and maintenance of wall/window coverings. Rule 10.810 (See Attachment 1) allows the courts to use their operating funds for painting and wall/window coverings, but does not require them to fund the maintenance to a JCC standard. Thus if the court is not willing or able to fund this to meet the JCC standard of finish and appearance the JCC as the building owner must provide necessary funding

This guideline does not apply to art work such as murals, paintings, or other non-standard wall covering that is intended as decorative items. It also does not apply to wall finishes that are a part of a larger renovation or remodeling project.

Use the following to guide when the JCC will fund and what priority painting and wall/window covering request should receive.

Priority 1: Only when done as part of a larger Priority 1 FM that would require painting to complete the repair. Example; If a water leak resulted in replacement of sheetrock, painting to match the preexisting color would be included in the renovation effort.

Priority 2: Only used for significant safety hazards (e.g., peeling lead-based paint). Priority 2 facility modifications should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room).

Priority 3: Use when excessive wear does not justify a Priority 2 but impacts the dignity of the court to a level that its correction will improve court operations and provide minimal maintenance standards. E.G.: Repainting and wall covering repairs in public common areas and courtrooms where the wear/damage indicates a total lack of concern for basic maintenance standards. This is often in the eye of the beholder but should not include work that covers *normal wear and tear*. Priority 3 projects should be limited to the minimum effort needed to address the immediate concern (corner to corner painting versus whole room). Priority 3 facility modifications should limit planned work in alignment with this requirement during project scope development.

Priority 4: Only used where painting is required for code compliance.

Priority 5: Most painting and wall/window covering replacement will fall into this priority. The JCC will develop a cyclical painting program that will set standards for desirable painting cycles. Due to the limited funding for this priority, courts should be encouraged to budget for recurring painting and wall covering replacement.

Priority 6: Only used to provide repairs/covering after the removal of manage but not abated hazardous materials.

Guideline 3

Flooring

The JCC has the responsibility for maintenance of flooring. Rule 10.810 allows the courts to use their operating funds for flooring, but does not require them to fund the maintenance to a JCC standard. Thus if the court is not willing or able to fund this to meet the JCC standard of finish and appearance the JCC as the building owner must provide necessary funding for flooring.

Use the following to guide when the JCC will fund and what priority flooring request should receive.

Priority 1: Only used when there is a complete collapse of the subflooring that results in damage to the floor finishing or when done as part of a larger Priority 1 FM that would require flooring repairs/replacement to complete the repair. Example; If a water leak resulted in molding carpeting, replacing the carpet to match the preexisting carpet would be included in the repair effort.

Priority 2: Only used for significant safety hazards, i.e. tripping hazards. Before flooring replacement is approved repairs of the existing flooring should be attempted. Only when repairs are not practical or cost efficient should total area flooring be replaced. Even then it should normally be limited to the room/area and not extended to the entire floor or department.

Priority 3: Use when excessive wear does not justify a Priority 2 but impacts the dignity of the court to a level that its correction will improve court operations and provide minimal maintenance standards. E.G.: Repairs in public common areas and courtrooms where the wear/damage indicates a total lack of concern for basic maintenance standards. This is often in the eye of the beholder but should not include work that covers *normal wear and tear or aging*. Priority 3 work should be limited to the minimum effort needed to address the immediate concern (single room versus whole floor).

Priority 4: Only used where flooring repairs/replacement is required for code compliance.

Priority 5: Most flooring replacement will fall into this priority. Due to the limited funding for this priority, courts should be encouraged to budget for normal life cycle flooring replacement.

Priority 6: Only used to provide repairs/replacement after the removal of manage but not abated hazardous materials.

Guideline 4

Special Purpose HVAC

Special Purpose HVAC is any system or portion of a system that is not necessary for people comfort but is needed to control the temperature or humidity for equipment or items being stored and/or backup units to supplement the building system for these types of requirements. Examples of this would be computer room HVAC units, HVAC systems for evidence storage rooms/units, built in or stand alone refrigerators, and other such systems.

The determination of what specialty HVAC equipment is part of the courts equipment and what is a part of the facility is often a very fine line. Refrigerators, freezers, and other such stand alone appliance used for court employees or even for evidence storage are clearly court equipment and the responsibility of the court. Responsibility for computer room HVAC whether a computer rack air conditioner (CRAC) or a whole room system is less clear. Due to the nature of this equipment and the fact that it is often tied to the building HVAC either through shared ducting, chilled water, etc; it is normally treated as part of the facility.

It is imperative on the courts that they consult with the JCC anytime the heat load is going to change for this type of equipment. Adding new computers, removal of computers and adding staff into a computer room will all have an impact on these standalone/back up units. Failure to plan with the JCC facility staff could result in delays in changes to the HVAC equipment and thus the ability to support the heat load.

Prioritization of work related to this type of equipment should follow the normal prioritization process and consideration.

Guideline 5

Security Related Projects

The determination of what specialty security projects is part of the court's equipment and what is a part of the facility as a whole is often a very fine line. Metal detectors, scanning equipment, and other such stand alone plugged in equipment used by court employees, sheriff or contractors are clearly court equipment and the responsibility of the court. Exterior security lighting, making accessible entry areas that can house security equipment, perimeter alarms, normal exterior locks and hardware, and holding cells are all clearly part of the facility and thus an JCC responsibility. Responsibility for cameras, interior locks, and other security related but attached equipment is less clear.

To determine funding responsibility the following criteria ¹should be considered:

The JCC funds:

- permanent changes to the facility and accessibility;
- permanent changes to fixed counters and access areas;
- exterior security to include lighting, and alarms;
- repair and maintenance of "transferred" holding cells ;
- installation and maintenance of JCC recommended camera systems;
- all locks and hardware permanently install as part of the building; or
- all attached security equipment found in a typical office building.

The Courts fund

- all security related personnel cost and portable equipment;
- all furniture and removable locks;
- the replacement of all keys/cards lost by court personnel ;
- panic, duress, or similar emergency notification systems; or
- all security related equipment not found in the typical office building unless identified as not court allowable per Rule 10.810 (See Attachment 1).

It is imperative on the courts that they consult with the JCC anytime they are planning to add, change, or remove security equipment, or change security procedures that could have a facilities impact. Adding new equipment, removal of equipment, and changing the entry locations for either court staff or the public could all have an impact on the facility. Failure to plan with the JCC facility staff could result in delays in changes necessary to support the new security requirements.

Facility modification projects are limited in the replacement of failed equipment. Prioritization of work related to failed equipment should follow the normal prioritization process and consideration. Work shall be limited to like-for-like replacement as much as is technically possible.

Projects enhancing facility security systems shall be prioritized as a Priority 3 project.

¹ A more comprehensive listing of systems and associated fund sources is incorporated into Guideline 17

All security related project must be coordinated with Emergency Response and Security (ERS). All justification and related scoring for these projects should be confirmed by ERS as being valid requirements and not outside the scope of normal JCC standards.

Guideline 6

Hazardous Waste Management and Disposal

Hazardous waste includes a wide range of materials and substances ranging from small disposable batteries to substances such as asbestos and polychlorinated biphenyl (PCB). Because of this wide range of materials a simple guideline is difficult to develop that will clearly cover every possible situations. For the purpose of this guideline, hazardous waste is divided into three groupings based on who uses or generates the waste. The three groups are court generated, janitorial related materials, and building materials. Management and disposal of generated waste must comply with all environmental regulations governing the packing, containment and disposal of hazardous waste regardless of who is responsible.

Court generated materials include all items that are not janitorial related or a part of the building construction or its equipment. Examples include toner cartridges, batteries, court owned equipment such as computer equipment containing heavy metals or equipment with refrigerant containing devices, and items stored in an evidence room.

Janitorial related materials include all cleaning material such as detergents and solvents, as well as, any waste generated as a result of cleaning such as greasy rags or waste water containing hazardous material. Management and disposal of janitorial materials and generated waste is the responsibility of the court through their janitorial service and must comply with all environmental regulations governing the packing, containment and disposal of hazardous waste.

Building generated hazardous material covers the vast majority of hazardous material in the facilities. It includes building construction materials like asbestos and lead based paints, and hazardous material contained in building equipment like PBCs and various fluids. All waste generated as a result of maintenance and repairs such as paints, oily rags, acid batteries, etc. fall in this category. The appropriate packing, containment, and disposal of all building generated hazardous material are the responsibility of the JCC and due to the cost of disposal is routinely a FM.

[NOTE: The one exception to this would be when a court-funded project impacts the hazardous material. For example, in a court funded renovation the court assumes all responsibility and cost for the protection of the building occupants and property, as well as, the cost associated with the proper packing, containment, and disposal of all materials removed during demolition and material left over at the end of the project.]

Some items are more difficult to clearly identify into one category or the other. One of these is human waste in its various forms to include blood and feces. While normally this type of waste is a janitorial issue, there are occasion when the quantity or location of the waste make it beyond the capability of a normal janitorial function. For example cleanup after a violent assault which leaves blood on the carpeting or walls or a major sewage line break that deposit large amounts of human waste into either the building or the grounds. Both examples shift responsibility for the containment and disposal of the hazardous waste from part the normal janitorial function to a larger facility management issue. This becomes an JCC responsibility and likely will be part of the larger FM needed to restore the facility to it normal functionality.

Prioritization of work related to these types of efforts should follow the normal prioritization process and consideration. In many cases the disposal of hazardous waste is not the sole purpose of the effort and is simply an additional task related to a larger project.

Guideline 7

Patron Seating

Patron seating is considered any seating that is not normal court employee seating and is not seating around a table. This includes all public seating in court rooms, public hallway, waiting areas, jury assembly rooms, and other public access areas.

This seating is normally multi-person seating such as benches, pews, and other gang seating, and individual seating that is by design attached to the facility such as chairs that are bolted to the floor. The exception to this is couches and similar types of multi-person seating that is normally seen as standalone furniture and not normally bolted in place.

Court Employee seating, seating around a table, and couches are considered as furniture. Furniture is a court funding responsibility.

As an example in the courtroom, the audience seating and jury seating would be an JCC responsibility while the court employee seating and the litigate seating would be a court responsibility. All seating in the jury assembly area, except for employee seating and couch type seating, would be an JCC responsibly. Chairs in a jury deliberation room would be furniture and thus a court responsibly.

Prioritization of work related to fixture seating should follow the normal prioritization process and consideration.

Guideline 8

Installation and Support for Court Owned Equipment/Furniture

Court owned equipment and furniture cover a very broad range of items ranging from small white boards up to large computer racks, and includes all furniture items that are not built into the building. For the purpose of this guideline these items are broken into three categories; furniture, equipment, and electronic equipment to include all computers, communications, and audio/visual equipment.

Furniture is normally a court funding responsibility. The exceptions are when the furniture is built into the building and not simply attached. A good example of this is the judge's bench and public service counter. This applies even if these benches and counters are made of modular furniture construction. Built-in bookcases and service counters are other good example of items that the JCC will maintain.

Equipment includes all items that are not building systems. They could be stand-alone, attached or built-in. This covers a wide range of items including but not limited to items such as white boards, clocks, file storage systems, portable/movable electronic equipment, court owned appliances, electronic calendars, and display boards. The cost of this equipment and the cost to move, mount, or install this equipment is the sole responsibility of the court. If additional 110/220v standard electrical outlets that could be used for other purposes are needed to support portable equipment, the outlet will be installed at the JCC cost.

The installation or removal of built in equipment must be coordinated with the JCC. Installation and removal of such items often result in damage or changes to the facility. For example, the installation of built-in electronic calendars requires the cutting into wall finishes, and the additional electrical load. Removing them will require the wall finishes being repair. The JCC can provide these service at the court's expense or the court can contract the services themselves but must have the plans/designs approved by the JCC in advance.

Communications and audio/visual equipment is the responsibility of the court. The JCC's only cost related to this type of equipment would be to provide adequate power as needed. This could be as simple as adding an outlet or bringing a whole new electrical panel in for a new set of communication routing switches. During equipment failures the JCC will check and confirm that adequate power is going to the equipment, any additional support will be at the court's expense.

Prioritization of work related to equipment should follow the normal prioritization process and consideration.

Guideline 9

Art, Interior Decorations, and Special Purpose Decorations

Artwork can take many forms. Some art is purely decorative in nature such as paintings; other artwork is both decorative and functional such as seating walls, planting areas, and decorative flooring and wall covering. This guideline applies to both types of artwork.

Artwork, interior decorations and special purpose decorations are the responsibility of the court and not the JCC. Any of these types of items that were transferred to the JCC as part of the SB 1732 transfer process become the property of the JCC unless ownership is assumed by the court. If the court does not take ownership of the property the JCC at its discretion can remove, change, or maintain the artwork or decorations.

The court is responsible for those items simply hung on the walls or sitting in the facility. This would include most framed paintings, plants not part of a built-in atrium or similar structure, movable or temporary displays, temporary decorations such as holiday decorations and community displays. These items are considered the property of the court or employees working in the facility.

Some facilities have artwork on loan or maintained by local organizations such as historical societies or the artist. Both the JCC and the court must work closely with such organizations or owners to ensure artwork is properly maintained. If the owner or responsible organization request assistance in the maintenance and/or movement of the artwork the JCC will provide support in accordance with any established agreements with the artist or local organization. In the event no established agreement exists, the JCC will at its discretion may assist or determine that the requested assistance is not in the interest of the JCC and thus decline to provide the support without reimbursement of cost.

Guideline 10

Facility Modifications in Facilities To be Replaced With Funded Capital Projects

The use of Facility Modification funds in facilities with funded Capital Project that will result in the courts vacating the existing facility need to be carefully scrutinized. Since the time from funding of a Capital Project to move in is often five or more years, it is unreasonable to say that no FM funding will be permitted. The challenge is to fund those FMs that are critical to continue the operations of the facility and prevent excessive deterioration but are cost proportionate to the amount of time the court will remain in the facility. The following guidelines should be used in making funding decisions:

1. FM's that are critical to continue the normal operations of the facility should be funded.
2. Fire, life, safety and security issues normally will be funded.
3. When the cost of maintenance or operations due to failing systems is determined to exceed the cost of repair work to fix said failed system. For example: the impact to operations and cost of deterioration to the facility due to leaks may justify the replacement of a roof even though the roof will last for 20 years when the Courts are scheduled to leave after 5 years.
4. The JCC will take the limited life for the facility into consideration when determining the necessary FM actions needed.

FMs to enhance court operations, improve the appearance of the facility, and other items not required to maintain the existing operations must be evaluated on a cost versus years of service remaining. Items having short life cycles such as painting may be justified if the facility still has three or more years of court usage. Some items are required to maintain the dignity of the court. Generally, the following formula should be used as a guide to determine the amount to be spent on the above type items.

- Number of years of remaining usage *multiplied by* the square foot of court space *divided by* 10 *equal's* amount to be spent in any fiscal year.
- Using this formula a facility with five years of remaining court usage with 50,000 square feet could have approximately \$25,000 of FMs to enhance court operations and improve the appearance of the facility. While a similar sized facility with only two years of usage would have \$10,000.
- All requests beyond the scope of the formula will be highlighted to the Advisory Committee.

Courts may at their discretion fund additional enhancements or improvements to the facility, but JCC and court funding should not be combined for a single project.

Additionally FM funds will not be used to supplement or reimburse costs relating to a Capital Project: this includes contributing FM funds to a Capital Project, reimbursing the JCC for cost overruns or Court for work performed as part of a Capital Project. This fund exclusion does not extend to work after the completion of a Capital Project to enhance operations, improve the maintainability of the facility, or maintain the facility after expiration of warranties. In Capital Projects that occur in an existing facility, this exclusion does not pertain to repair or maintenance of items outside the scope of the Capital Project.

Guideline 11

Funding of Facility Modifications in Court-Funded Leased Facilities

This guideline applies to all leases managed by the JCC but funded by the courts. This could include leases for new judgeships, storage, or for any of a number of court-supported programs for which the local court pays the lease costs.

Most court-funded leases are like the majority of leases managed by the JCC, in that the lessee provides the majority of the facility maintenance needs. This routinely includes many items that would be facility modifications if done in a JCC owned facility. Normally these costs are included in the lease and no additional funding is required.

In some cases, there may be items that are not included in the lease cost that may fall into the category of facility modification. The TCFMAC will consider funding such items using the same prioritization and scoring methodology as with any facility modification. If funded the JCC will work with the lessee to determine how the work will be performed.

Facility modification funding will not be used for any of the following. See Guideline 15 for details regarding Court-Funded Facility Requests.

- To increase leased space.
- To change the basic function of the space, e.g. turn a warehouse into an office space.
- To pay for work that is the responsibility of the lessee.
- To pay for any cost that is amortized over the course of the lease or is a part of the operational expenses paid on a recurring basis.
- To pay for initial Tennant Improvements. Facility modification funding will only be considered after the court has occupied the space for six months or more.
- To pay for any cost related to storage space.

Guideline 12

Americans with Disabilities Act (ADA) Projects

The JCC has the responsibility to make all of their buildings comply with the Americans with Disabilities Act (ADA) most current regulations.

This is not an ADA guideline, but a guideline for projects that have ADA upgrades as the primary scope of work, the priority's focus must be specific to these upgrades.

This guideline does not apply to buildings constructed after the year 2000 as these buildings were constructed to the latest ADA guidelines and any modifications to these structures should have ADA compliance as a standard and not an upgrade in this construction.

Use the following to guide when the JCC will fund and what priority ADA upgrades should receive.

Priority 1: ADA projects will not fall under this priority as this priority is for projects that are immediately or potentially critical in nature. Such conditions may include, but are not limited to, the following; major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure.

Priority 2: Only used to mitigate a legal action or written complaint and only for the items noted in the action or complaint. Example; if the complaint or legal action identifies no ADA accessible bathrooms on the first floor, the focus will be on providing an accessible bathroom on the first floor and not throughout the building. If ADA compliance is part of the overall repair, then compliance must be followed for that specific repair. Example; if the priority 2 is to replace a washroom lavatory and fixtures, that particular lavatory and associated fixture and its components must be ADA compliant.

Priority 3: Use when there is an impact to the dignity of the court to a level that it's correction will improve functionality, usability and accessibility of court operations. Priority 3 work should be limited to the minimum effort needed to address the immediate concern. If ADA compliance is part of the overall repair, then compliance must be followed for that specific repair. Example; if the priority 3 is to replace or add a break room cabinet, sink and fixtures, that particular cabinet and associated fixtures, and its components must be ADA compliant.

Priority 4: Most ADA work will fall under this priority. Example; Doors do not have closers or proper pull weight, bathrooms are not compliant, ramps needed, service counter heights too high and Elevator operating panels not compliant.

Priority 5: ADA projects will not fall under this priority.

Priority 6: ADA projects will not fall under this priority.

Guideline 13

Using Cost to Assist in Facility Modification Determinations

This guideline applies to work performed by the JCC that is funded from either the facility modification or operations and maintenance (O&M) funds. The Facility Modification Policy, approved by the Judicial Council on July 27, 2012, provides a definition of a facility modification. The definition acknowledges the difficulty in distinguishing a facility modification from routine maintenance. This Guideline is intended to supplement and aid in making that distinction not change the definition itself. This guideline will only be used after all other criteria in the definition have been used and a determination cannot be made as to whether or not the project is a facility modification.

The definition asks several questions related to making the distinction between a facility modification and O&M. One question relates to the amount of time and materials needed to complete the work. The amount of time and material could be considered to be the cost of the effort. Thus, cost could be one of the factors used to determine the distinction when other specific criteria listed in the Policy do not provide a clear distinction. Based on this, Service Work Orders with an estimate of over \$2,000 are generally considered to be facility modifications, while those under \$2,000 are generally considered to be O&M.

Projects should not be scoped with this guideline in mind. The levels of effort should be based on the need to deliver a complete and usable end product not be scoped to be a specific dollar amount. Breaking larger projects into smaller pieces to avoid them being over \$2,000, or combining unrelated items to ensure the estimate is over \$2,000 is not permitted.

Guideline 14

Graffiti/Vandalism Mitigation

It is the responsibility of the JCC to remove vandalism caused by graffiti to prevent further deterioration of wall coverings and other materials. Projects where a facility or its components are damaged, seriously deteriorated, dysfunctional, subject to intermittent service outage, or are otherwise in insufficient operating condition due to vandalism should be treated as facility modifications and processed through the standard facility modification process. Minor graffiti related vandalism projects will be treated as cost plus operations and maintenance work. Existing cost plus approval processes and authorities should be used to plan, approve, and execute this work.

Graffiti/Vandalism projects that qualify as Facility Modifications, as defined above, should use the following guide to determine what priority ranking the Graffiti/Vandalism should receive.

Priority 1: Graffiti/Vandalism Mitigation projects will not normally fall under this priority as this priority is for projects that are immediately or potentially critical in nature. Such conditions may include, but are not limited to, the following; major flooding; substantial damage to roofs or other structural building components; or hazardous material exposure.

Priority 2: Graffiti/Vandalism Mitigation can only be justified as a Priority 2 if it is described as vandalism, in a public area that must be repaired immediately to prevent further deterioration of wall coverings. Public areas are generally described as building lobby areas, restrooms within free access areas, and corridors outside of courtrooms where the public congregates. Priority 2 facility modifications should be limited to the minimum effort needed to address the immediate concern.

Priority 3: Use when there is an impact to the dignity of the court to a level that its correction will improve functionality, usability, and accessibility of court operations. Priority 3 work should be limited to the minimum effort needed to address the immediate concern.

Priority 4: Only used where Graffiti/Vandalism Mitigation is required for code compliance.

Priority 5: Graffiti/Vandalism Mitigation projects will not fall under this priority.

Priority 6: Graffiti/Vandalism Mitigation projects will not fall under this priority.

Classifications of Graffiti/Vandalism Mitigation:

Examples of Minor Graffiti/Vandalism using Operations and Maintenance Funding:

- Vandalism – Graffiti Removal – Fill, sand, and paint bathroom partitions and urinal screens. Graffiti has been etched in the metal partitions and urinal screen in the men’s public restroom.
- Vandalism – Graffiti Removal – Sand and refinish the public corridor side of one (1) door that was vandalized with graffiti.

- Vandalism – Graffiti Removal – Sand, stain, and refinish two public benches (Bench top’s only) which were vandalized by graffiti outside the courtrooms, this work will need to be completed after hours.
- Vandalism – Graffiti Removal – Remove and replace the anti graffiti film on three mirrors in the men’s public rest room in the lobby.
- Vandalism – Graffiti Removal – Seal and paint one wall (approximately 80sf) to cover the graffiti in the women’s public restroom.

Examples of major Vandalism using Facility Modification Funding:

- Vandalism - Apply 1/8 inch Petra-coat finish to the 1st and 2nd floor Men's public restrooms and replace two damaged mirrors with four new ones as well as one damaged paper towel dispenser. Currently Court visitors are scribing into the drywall above the tile on the walls in the 1st and 2nd floor men's public restrooms. Much of the vandalism is gang related.
- Vandalism – Sand, stain, and refinish 20 public benches which were vandalized by graffiti outside the courtrooms, this work will need to be completed after hours.
- Vandalism - Grind out and buff etched in graffiti at the stainless steel inner elevator doors. After removal, furnish and install anti-graffiti film on doors and side panels.
- Vandalism – Holding Cells Benches - Renovate 88 LF of vandalized benches in four (4) holding cells. Metal cladding will be placed over approximately 88 LF of wooden benches that have been vandalized by in-custodies due to physical configuration of the area is such that the vandalism is subject to public view during community outreach, education programs and schools. These tours consist of 3,500 members of the public who will tour the courtrooms, back hallways, holding rooms and the Juvenile Hall.

Guideline 15

Court-Funded Facilities Requests (CFRs)

The Judicial Council has delegated to the Trial Court Facility Modification Advisory Committee the authority to approve new Court-Funded Facilities Requests (CFRs) if all of the following are true:

1. The court contribution will be used exclusively to pay for the following urgent court facilities needs:
 - i. Lease-related costs (i.e., lease payments and operating costs, repairs, or modifications required by a lease);
 - ii. Costs that are allowable court operations expenditures under rule 10.810 of the California Rules of Court (i.e., equipment, furnishings, interior painting, flooring replacement or repair, furniture repair, or records storage), if the court prefers to have the JCC handle the matter on its behalf;² or
 - iii. Other facility improvements that are not allowable court operations expenditures under rule 10.810 (i.e., facilities operations, maintenance, repairs, and modifications but not capital projects), if they would improve a court's functioning or reduce ongoing court operating costs.
2. If the court financial contribution will pay lease-related costs:
 - i. The JCC holds or has accepted assignment of the lease;
 - ii. The lease term will not exceed five years; and
 - iii. Any lease renewal (including renewals pursuant to an option contained in an existing lease contract) must be considered as a new CFR.
3. Courts wishing to contribute funding for multiple small projects that are non-lease items in a fiscal year may expedite the approval process by submitting a single CFR, under the following procedure:
 - i. The CFR proposes a maximum fiscal year budget (i.e., the court's cumulative total financial contribution) for small projects that year;
 - ii. Following approval of that amount, the court will submit individual service work order requests, to be charged against its authorized maximum annual fiscal year budget as follows:
 - a. Individual service work orders may not exceed \$15,000.
 - b. Each service work order will identify the type of service requested, and state whether the work is rule 10.810 allowable or unallowable.
 - c. If the work is rule 10.810 allowable, the service work order will provide a brief explanation of the reason that the court prefers to have the JCC handle the matter on its behalf.
 - d. If the work is not allowable under rule 10.810, the service work order will provide a brief explanation of how the requested work will improve the court's functioning or reduce ongoing court operating costs.

² Courts retain the option of making rule 10.810 allowable expenditures on their own, without resorting to the new CFR Procedure or an allocation reduction.

- e. Once a maximum fiscal year budget for small projects has been approved, a regional manager for the JCC's Facilities Management Unit may approve individual service work order requests.
 - f. The JCC's Facilities Management Unit must report at each meeting of the Trial Court Facility Modification Advisory Committee on disposition of all individual service work order requests received since the committee's last meeting.
- iii. A court's cumulative financial contribution via service work orders may not exceed the maximum fiscal year budget established under the original CFR. Work requiring expenditures beyond that established budget will require a new CFR.
4. The court's presiding judge or court executive officer submits a CFR application demonstrating the court's ability to meet the financial commitment.
 5. The JCC's Fiscal Services Office (FSO) will review the court's application and any other relevant information, may request further information from the court as needed, and will advise if it has concerns about the court's ability to meet the proposed financial commitment.
 6. If there are no unresolved FSO concerns, the court will execute an intra-branch agreement (IBA) with the JCC, authorizing the JCC to directly pay the costs covered by the court's CFR from the Trial Court Trust Fund (TCTF), making a corresponding reduction to the court's TCTF allocation.
 7. Any court submitting a CFR application must agree that its TCTF allocation will be reduced, during the period specified in the application, if approved, to meet the full financial commitment, notwithstanding any other court financial needs that may arise, as other court facilities funding sources are fully committed and therefore not available to replace a court contribution.
 8. If the JCC's FSO has concerns about a court's ability to meet a proposed financial commitment, it may present those concerns to the Trial Court Facility Modification Advisory Committee, and the court may present a response.

The Trial Court Facility Modification Advisory Committee will provide, on a quarterly basis, an informational report to the Judicial Council about all CFRs granted during the previous quarter, with reports to specify the nature of the cost covered by each court's contribution, the reason each request was considered urgent, and key terms for any leases (e.g., start and end date of term, options to renew, early termination provisions, total cost, and covered improvements).

Guideline 16

Charging Stations For Electric Vehicles

As use of electric-powered passenger vehicles increases in California, requests have been made by various Judges and Commissioners for installation of charging stations or the use of existing outlets for the charging of personally owned vehicles. This raises at least two questions: (1) should judicial officers, court employees or other court users be allowed to use existing outlets to charge their personal vehicles, and (2) should the judicial branch install formal electric car charging stations, which might be operated on a pay-per-use basis.

Use Of Existing Outlets. In general, the use of public resources by public employees in the workplace for personal benefit is not acceptable pursuant to California Government Code section 8134. Therefore, while de minimis use of electricity by employees may be legitimate in emergency or other special circumstances, court employees should not take advantage of the court's electric power to charge personal vehicles on a regular basis. The Trial Court Facilities Modifications Advisory Committee and the JCC personnel responsible on a regional basis for courthouse maintenance are not in a position to monitor the use of existing outlets by judicial officers, court employees and other courthouse users for abuse of public resources. Therefore, responsibility for the proper use of public resources (e.g. electric power) must remain primarily with local court managers and responsible judicial leaders on site.

Addition Of New Charging Stations As Facility Modification. While it would be wonderful if the judicial branch could afford to add electric charging stations to existing courthouses or to new courthouses, this is not a service which is in any way central to the mission of the courts. Since there is a continuing shortfall in resources needed to keep existing courthouses in habitable, usable condition for public service, the installation of new electric charging stations is a capital improvement which falls below Priority 6 (the lowest Priority on the existing scale). For this reason, a new category of Priority 7³ has been created for the category "Desirable For Reasons Not Related To Court Operations." This will distinguish this kind of improvement from Priority 3, which includes improvements to existing courthouses which "improve the functionality, usability, and accessibility of a court facility" and which "will improve court operations."

Local Option To Arrange For Charging Stations. Since there are many different ways in which new electric charging stations can be installed (e.g. Blinknetwork.com, Plugshare.com, Chargepoint.com), the judicial branch will allow local courts to experiment with the installation of charging stations if suitable locations are available. As a policy matter, the Trial Court Facilities Modifications Advisory Committee strongly recommends against installations which will serve only secured parking areas for judicial officers. Any such new facilities should be available to at least court employees generally, not just for judicial officers.

The local court or an outside provider needs to invest the capital needed to make a code-compliant installation which does not overload existing circuits, switches and transformers. All such work must be approved in advance by the responsible JCC regional facilities manager, even

³ The Facility Modification Policy as currently approved by the Judicial Council does not provide this priority. Until such time as this priority is formally adopted by the Council, the work meeting this definition shall be categorized as Priority 5 work.

for courthouses which are locally managed through the delegation pilot program. All such requests must be submitted for pre-approval to the TCFMAC as a Court-Funded Request; see also Guideline 8 “Installation and Support for Court Owned Equipment/Furniture Guidelines” for additional provisions applicable to such improvements.

Users should pay some fee consistent with comparable public charging stations and the cost of electricity consumed, and the provider must make arrangements in writing with JCC facilities management to reimburse the judicial branch for the power used unless it is supplied via a separate meter charged directly to the provider.

These rules do not apply to county managed courthouses and parking lots because responsibility for these issues is with the relevant county.

Guideline 17

Building and Security Systems Funding Responsibility

The Judicial Council (JCC) has the responsibility for the system infrastructure replacement and renewal. JCC funding generally carries legislated restrictions and therefore may only be used for specific functions and within specific circumstances. Rule 10.810 (See Attachment 1) allows the courts to use their operating funds for painting, wall/window coverings, carpet, and security. But it does not require them to fund this work.

All work whether a renewal, renovation, replacement or repair is subject to budget availability regardless of the fund source. The table below identifies three potential fund sources which would bear primary responsibility for work associated with specific components and systems should available budgets allow for it.

Available funding will lag behind demand and therefore work funded by the Real Estate and Facilities Management office must be prioritized in alignment with the FM Policy. Work funded by the Office of Security will be required to comply with the strictures of their funding rules.

The following tables A and B intend to provide definition on primary funding ownership for many different building systems, components and equipment. While not a complete and exhaustive list, it is generally comprehensive and deals with the majority of systems, components, and equipment common to court facilities.

Table A deals with building systems and components in general. It should be used as a guideline to identify responsibility of specific components and systems found within the building.

Table B deals with building security systems exclusively. It should be used as guideline to identify primary responsibility for the various security components that support the security function within the court.

Ownership of systems can be, and many times is, also the responsibility of the county. Engaging the county in the maintenance and renovation of their owned systems falls to the party identified as having primary funding responsibility. For example in a facility where the JCC has partial equity and the county serves as the managing party the JCC is responsible for working with the county to ensure that the HVAC system is properly maintained and, when appropriate, renovated.

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Building Envelope	Exterior Doors	Doors and Doorknobs	X		
Building Envelope	Exterior Doors	Exterior entrance power washing	X		
Building Envelope	Exterior Walls	Exterior wall finish	X		
Building Envelope	Exterior Windows	Clearing or Cleaning cobwebs from windows, corners (janitorial)		X	
Building Envelope	Exterior Windows	Window cleaning exterior	X		
Building Envelope	Exterior Windows	Windows (repair, occasional replacement)	X		
Building Envelope	Foundation	Foundation	X		
Building Envelope	Interior Windows	Window cleaning Interior (janitorial)		X	
Building Envelope	Other Site System	Flag Poles and Flag replacement	X		
Electrical	Branch Wiring	Raceway	X		
Electrical	Service & Distribution	ATS switches	X		
Electrical	Branch Wiring	Cabling work stations		X	
Electrical	Communications & Security	Plug-in power monitoring for data systems		X	
Electrical	Communications & Security	Server room electrical requirements	X		
Electrical	Low Voltage Electrical	Antennas/communication dishes		X	
Electrical	Low Voltage Electrical	Business Data Cabling		X	
Electrical	Low Voltage Electrical	Lower voltage cable	X		
Electrical	Low Voltage Electrical	Security cabling	X		
Electrical	Low Voltage Electrical	Telephone/telephone cabling (Move, Change, or add)		X	
Electrical	Low Voltage Electrical	TV Cable/CCTV		X	
Electrical	Service & Distribution	Lighting (cubicle, desk or task)		X	
Electrical	Service & Distribution	Lighting (except cubicle, desk or task)	X		
Electrical	Service & Distribution	Switchgear	X		
Electrical	Service & Distribution	Transformers	X		
Electrical	Service & Distribution	Ballasts	X		
Electrical	Service & Distribution	Capacitance bank	X		
Electrical	Service & Distribution	Electrical outlets (new)		X	
Electrical	Service & Distribution	Electrical outlets (repair and replace)	X		
Electrical	Service & Distribution	Face plates (replace/install)	X		
Electrical	Site Lighting	Exterior lights	X		
Electrical	Site Lighting	Parking lot lighting	X		
Fire Life Safety	Fire Protection	Computer fire suppression system	X		
Fire Life Safety	Fire Protection	Extinguishers	X		
Fire Life Safety	Fire Protection	Fire alarm system	X		
Fire Life Safety	Fire Protection	Fire sprinkler system	X		
Fire Life Safety	Communications & Security	Fire alarm system monitoring	X		
Fire Life Safety	Emergency Power	Emergency Exit Lighting	X		
Fire Life Safety	Emergency Power	Emergency Generator	X		
Fire Life Safety	Emergency Power	Emergency lighting	X		
Fire Life Safety	Emergency Power	UPS - uninterruptible power supply (hard-wired)	X		
Flooring	Floor Finishes	Carpet maintenance and repair		X	
Flooring	Floor Finishes	Floor covering maintenance and repair		X	
Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X		

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Flooring	Floor Finishes	Non-cosmetic repairs	X		
Flooring	Floor Finishes	Raised floor panels maintenance and repair		X	
Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X		
Furnishings	Appliances	Break room water dispensers (unfixed)		X	
Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X		
Furnishings	Appliances	Counter style appliances		X	
Furnishings	Appliances	Garbage Disposals		X	
Furnishings	Appliances	Microwaves		X	
Furnishings	Appliances	Ovens and Stoves		X	
Furnishings	Appliances	Refrigerators		X	
Furnishings	Appliances	Trash Compactors		X	
Hardware	Interior Doors	Automatic door openers	X		
Hardware	Interior Doors	Door closers	X		
Hardware	Interior Doors	Hinges	X		
Hardware	Interior Doors	Key schedule	X		
Hardware	Interior Doors	Keys	X		
Hardware	Interior Doors	Lock sets (includes cipher and access control connected hardware)	X		
Hardware	Interior Doors	Rekeying (due to loss)		X	
Hardware	Lock Specialty	Unfixed furnishing, cabinet keys and locks		X	
Hardware	Exterior Windows	Window screens	X		
HVAC	Air Distribution	Balancing air distribution	X		
HVAC	Air Distribution	Air conditioning	X		
HVAC	Air Distribution	Diffusers - cleaning room-side of vents (janitorial)		X	
HVAC	Air Distribution	Distribution supply and return duct	X		
HVAC	Air Distribution	VAV box controllers	X		
HVAC	Controls & Instrumentation	Building Automation System (BAS)	X		
HVAC	Controls & Instrumentation	Energy Management System	X		
HVAC	Cooling System	Chiller	X		
HVAC	Cooling System	Data room air conditioning systems	X		
HVAC	Cooling System	Roof-top units	X		
HVAC	Cooling System	Swamp coolers	X		
HVAC	Heating System	Boiler	X		
HVAC	Heating System	Steam boiler	X		
HVAC	Vent Pipe & Fittings	Roof-top exhausts	X		
HVAC	Vent Pipe& Fittings	Exhaust duct	X		
Interior Finishes	Ceiling Finishes	Ceiling Tiles	X		
Interior Finishes	Movable Furnishings	Artwork (owned and/or loaned)		X	
Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades (maintain, repair and replace)	X		
Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades - Cleaning		X	
Interior Finishes	Movable Furnishings	Office pictures or personal decorations		X	
Interior Finishes	Special Coverings	Visual security barriers (tinting)	X		
Interior Finishes	Special Finishes	Kick plates	X		
Interior Finishes	Wall Coverings	Paneling ³		X	

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Interior Finishes	Wall Coverings	Wall coverings		X	
Interior Finishes	Wall Finishes	Minor touch-up painting	X		
Interior Finishes	Wall Finishes	Paint - Exterior	X		
Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court-Exclusive Areas)		X	
Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X		
Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X		
Landscaping	Fertilizing	Chemical lawn treatments	X		
Landscaping	Irrigation System	Landscaping irrigation system	X		
Landscaping	Plantings	Boulevard plantings	X		
Landscaping	Plantings	Shrubs/plantings/annuals	X		
Landscaping	Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.		X	
Mechanical	Energy Supply	Duct insulation	X		
Mechanical	Energy Supply	Heat exchanger	X		
Mechanical	Sanitary Waste	Waste water system	X		
Mechanical	Water Distribution	Faucets	X		
Mechanical	Water Distribution	Pipe insulation	X		
Mechanical	Water Distribution	Water fountains	X		
Mechanical	Water Equipment	Hot water heater	X		
Mechanical	Water Equipment	Water filters (As required by specific building wide distribution systems)	X		
Mechanical	Water Equipment	Water softener (building wide)	X		
Mechanical	Water Equipment	Water treatment	X		
Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)		X	
Office Equipment	Communications & Security	Server hardware and LAN infrastructure		X	
Office Equipment	Communications & Security	Telephone system		X	
Office Equipment	Equipment	Shredder		X	
Office Equipment	Fixed Furnishings	Furniture (fixed)	X		
Office Equipment	Movable Furnishings	Bulletin or white boards		X	
Office Equipment	Movable Furnishings	Computer equipment		X	
Office Equipment	Movable Furnishings	Furniture (unfixed)		X	
Office Equipment	Movable Furnishings	Furniture moves		X	
Office Equipment	Movable Furnishings	Furniture set-ups		X	
Office Equipment	Movable Furnishings	High-density filing system		X	
Office Equipment	Movable Furnishings	Modular furniture		X	
Office Equipment	Equipment	Copier		X	
Office Equipment	Equipment	Printers		X	
Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning		X	
Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow		X	
Restroom	Interior Specialties	Counter	X		
Restroom	Bath Accessories	Electrical hand driers (buy/provide)		X	
Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X		
Restroom	Bath Accessories	Paper towel dispensers (buy/provide)		X	
Restroom	Bath Accessories	Paper towel dispensers (hang/re-hang)	X		
Restroom	Bath Accessories	Seat cover dispensers (buy/provide)		X	

Revised 1/7/2015

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Restroom	Bath Accessories	Seat cover dispensers (hang/re-hang)	X		
Restroom	Bath Accessories	Soap dispensers (buy/provide)		X	
Restroom	Bath Accessories	Soap dispensers (hang/re-hang)	X		
Restroom	Bath Accessories	Stocking restrooms (janitorial)		X	
Restroom	Bath Accessories	Toilet paper dispensers (buy/provide)		X	
Restroom	Bath Accessories	Toilet paper dispensers (hang/re-hang)	X		
Restroom	Bath Accessories	Trash cans (buy/provide)		X	
Restroom	Bath Accessories	Trash cans (hang/re-hang)	X		
Restroom	Fixtures	Partitions	X		
Restroom	Fixtures	Plumbing fixtures	X		
Restroom	Fixtures	Shelves	X		
Restroom	Fixtures	Sinks	X		
Restroom	Fixtures	Urinals	X		
Roof	Roof Coverings	Roof decking	X		
Roof	Roof Coverings	Roof drains/gutter/flashing	X		
Roof	Roof Coverings	Roof membrane	X		
Roof	Roof Coverings	Roof pads/wear lane/traffic	X		
Services	Administrative	O&M Technician's office	X		
Services	Administrative	Space planning functions		X	
Services	Pest	Exterior spraying	X		
Services	Pest	Indoor traps	X		
Services	Pest	Interior spraying	X		
Services	Pest	Preventive and Corrective measures	X		
Signage	Site Signage	Exterior signage	X		
Signage	Identifying Devices	Identification		X	
Signage	Identifying Devices	Instructional (e.g. cell phone usage, noise policy, restricted area, etc.)		X	
Signage	Identifying Devices	Reader boards (NOT specified in Court Transfer Agreement)		X	
Signage	Identifying Devices	Reader boards (specified in Court Transfer Agreement)	X		
Signage	Identifying Devices	Room Numbering (maintain, repair and replace)	X		
Signage	Identifying Devices	Room numbering (new, adds, or changes)		X	
Signage	Identifying Devices	State code compliance (e.g. "No Smoking")	X		
Signage	Identifying Devices	Way finding/directional (Includes Evacuation)	X		
Site Work	Parking Lots	Curbing (except local authority)	X		
Site Work	Parking Lots	Parking (except local authority)	X		
Site Work	Parking Lots	Parking lot striping	X		
Site Work	Pedestrian Paving	Sidewalk (except local authority)	X		
Site Work	Security Structures	Security bollards	X		

DEFINITIONS:

Fixed Furnishings are defined as those furnishing that are bolted to the building structure.

Unfixed Furnishings are defined as those furnishings not affixed or only soft connected to the building structure.

Fixed Equipment is defined as those installed as part of the facility infrastructure or hard connected to mechanical or electrical systems.

Unfixed Equipment is defined as those not installed as part of the facility infrastructure or hard connected to mechanical or electrical systems.

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table B – Security Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management¹	Trial Court Operations Funds²	Office of Security (Special Funds)
Equipment	Alarms	Hardwired duress alarms not integrated with facility security system		X	
Equipment	Alarms	Wireless Duress alarms		X	
Equipment	Alarms	Wireless Duress alarms installed by Office of Security include a 5 year service agreement. New systems installed through Capital Projects do not have a 5 year service agreement. Repairs outside of a service agreement will be the responsibility of the Court.			X
Equipment	Building Access	Access control cards or fobs, replacement and programming for access levels. Badges and badge making equipment and software.		X	
Equipment	Building Access	Access control system hardware and head end controller in accordance with California Trial Court Facilities Standards.	X		
Equipment	Gun Locker	Gun locker installation, repairs and keys		X	
Equipment	Holding Cells	Holding cell access control systems	X		
Equipment	Holding Cells	Holding cell keys		X	
Equipment	Magnetometers & Related Equipment	Cabinet X-Ray System/magnetometers and associated monitors or accessories. Trust fund purchase includes 5 year service agreement. Service and maintenance outside of service agreement is responsibility of the Court.			X
Equipment	Magnetometers & Related Equipment	Cabinet X-Ray System and magnetometer and associated monitors or accessories		X	
Equipment	Magnetometers & Related Equipment	Hand wand metal detectors		X	
Equipment	Magnetometers & Related Equipment	Registration, record keeping, signage and training for Cabinet X-Ray Systems/magnetometers and associated monitors or accessories		X	
Equipment	Safes	Fixed Safes maintenance and repair	X		
Equipment	Safes	Portable Safes		X	
Equipment	Surveillance	Camera – Interior		X	
Equipment	Surveillance	Camera maintenance, repair and replacement if in excess of or addition to JCC trial court standards		X	
Equipment	Surveillance	Camera – Perimeter	X		

Table B – Security Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management¹	Trial Court Operations Funds²	Office of Security (Special Funds)
Equipment	Surveillance	Digital video recording (DVR) as components of complete security system and plan	X		
Equipment	Surveillance	Digital video recording (DVR) for court operations and limited security application		X	
Equipment	Surveillance	Facility security systems, including controllers, facility security cameras, security specific digital recording systems and monitoring stations. (no personnel)	X		
Equipment	Surveillance	Security System – Interior		X	
Equipment	Surveillance	Security System – Perimeter	X		
Equipment Monitoring	Alarms	Duress alarms		X	
Equipment Monitoring	Alarms	Fire alarm system	X		
Equipment Monitoring	Alarms	Hardwired duress alarms integrated with facility security system	X		
Equipment Monitoring	Alarms	Intrusion alarm, monitoring and response		X	
Equipment Monitoring	Alarms	Intrusion alarm, repairs and maintenance		X	
Equipment Monitoring	BAS	Building Automation System (BAS)	X		
Equipment Monitoring	Elevator	Elevator and vertical conveyance monitoring and notification	X		
Equipment Monitoring	Vehicles	Vehicle control system	X		
General Building	Equipment	Manage and maintain facility operations equipment	X		
General Building	Janitorial	Porter services and routine spill cleanup (janitorial)		X	
General Building	Personnel	Security personnel		X	
Hardware	Fencing & Gates	Security fencing and gates, vehicle barriers and bollards	X		
Hardware	Keys & Locks	Cabinet and cash drawer keys and locks in fixed furnishings		X	
Hardware	Keys & Locks	Cipher locks	X		
Hardware	Keys & Locks	Door hardware/automatic door openers	X		
Hardware	Keys & Locks	Key schedule	X		
Hardware	Keys & Locks	Keys	X		

Revised 1/7/2015

pg. 33
pg. 37

**Please note that the ability for the responsible party to replace, repair and/or maintain any of the systems or equipment described below will be subject to available budgets*

Table B – Security Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management¹	Trial Court Operations Funds²	Office of Security (Special Funds)
Hardware	Keys & Locks	Lock sets (includes cipher and access systems)	X		
Hardware	Keys & Locks	Rekeying due to loss of key		X	
Hardware	Windows	Ballistic glazing assemblies	X		
Hardware	Windows	Ballistics protection (courtrooms, security spaces, etc.)	X		

² Building components and equipment to be included within the funding responsibility of the Judicial Council of California in transferred facilities is in accordance with applicable transfer and joint occupancy agreements.

² Court-funded facilities requests (CFRs) should be coordinated with the Judicial Council Customer Service Center.

³ Artwork, sculpture and intricate design components, such as lit design details, shall be treated on an item-by-item basis determined cooperatively and dependent on initial and future use.



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 2

Summary:

Update to FMU staffing, FM workload, and Delayed FM Projects Supporting Documentation:

- PowerPoint Slides

Action Requested:

None

FM Program Data

Resources

FM Execution Team

Facility Management Administrators (Minor FMs)	- 18
Supervising Facility Management Administrators (Minor FMs)	- 5
Project Manager III (2 D&C FTE, 3 REFM FTE) (Large FMs)	- 5
Sr. Project Manager (Large FMs)	- 1
	<u>29</u>

Vacancies as of 11-3-2014 (FMA Positions)	- 2
Out of Class Assignments as of 1/15/14 (RM)	- 1
Submitted PARS (2 PM III, 1 CSR, 1 FPE, 2 SFMA Re-class, 1 FMS)	

Planning:

Facility Management Administrator	- 1
Court Services Analyst (vacant as of Jan 26)	- 1
Facilities Planner	- Pending hire

Program Budget:

SB1732 (Branch Funding)	- \$25M
SB1407 (Branch Funding)	- \$40M
Reimbursement Authority (County Share of FM work)	- \$10M

Current Status

FM Projects

Total Count of active FMs	493
Current value of Authorized FM SWOs	\$88.7M
FMs on Hold for Shared Cost Approval	19 (\$19.5M)
FMs on Hold for PM assignment	11 (\$12.4M)

FY 14-15 Funding Status

FM Budget Remaining*	\$13M
Next Funding Meeting*	Mar 6
Potential Project Approval for March	\$6.0M
Original Planned Spend (Jan)	\$5.0M
Potential Increase in Work On Hold	5 (\$9.5M)

* Dollar values assume funding approval of Proposed List D.

FMs Pending Shared Cost Approval

- Approved/Unfunded
 - Mendocino – 3 Projects (\$852k)
 - Nevada – 3 Projects (\$84k County Managed)
- Projects approved within two meetings
 - BANCRO – 5 Projects (\$1.04M)
 - Santa Clara – 1 Project (\$824k)
 - SRO – 5 Projects (\$10.7M)
 - Los Angeles – Elevators (\$8.6M)
 - Los Angeles – HVAC & Fire (\$2.1)



FMs Pending Shared Cost Approval

- Solano – Flood Mitigation (\$1.51M)
 - Phase 1 Study Complete
 - County and City Fully Engaged
 - County and City Master Plans under Revision
- Santa Barbara – Santa Maria Parking (480k)
 - Funding request w/Board of Sups (Jan 13)
 - County has identified \$119k for funding
- Los Angeles – Edelman EFIS (\$4.8M)
 - Site Work - March 2015 / Final Report – May 2015.



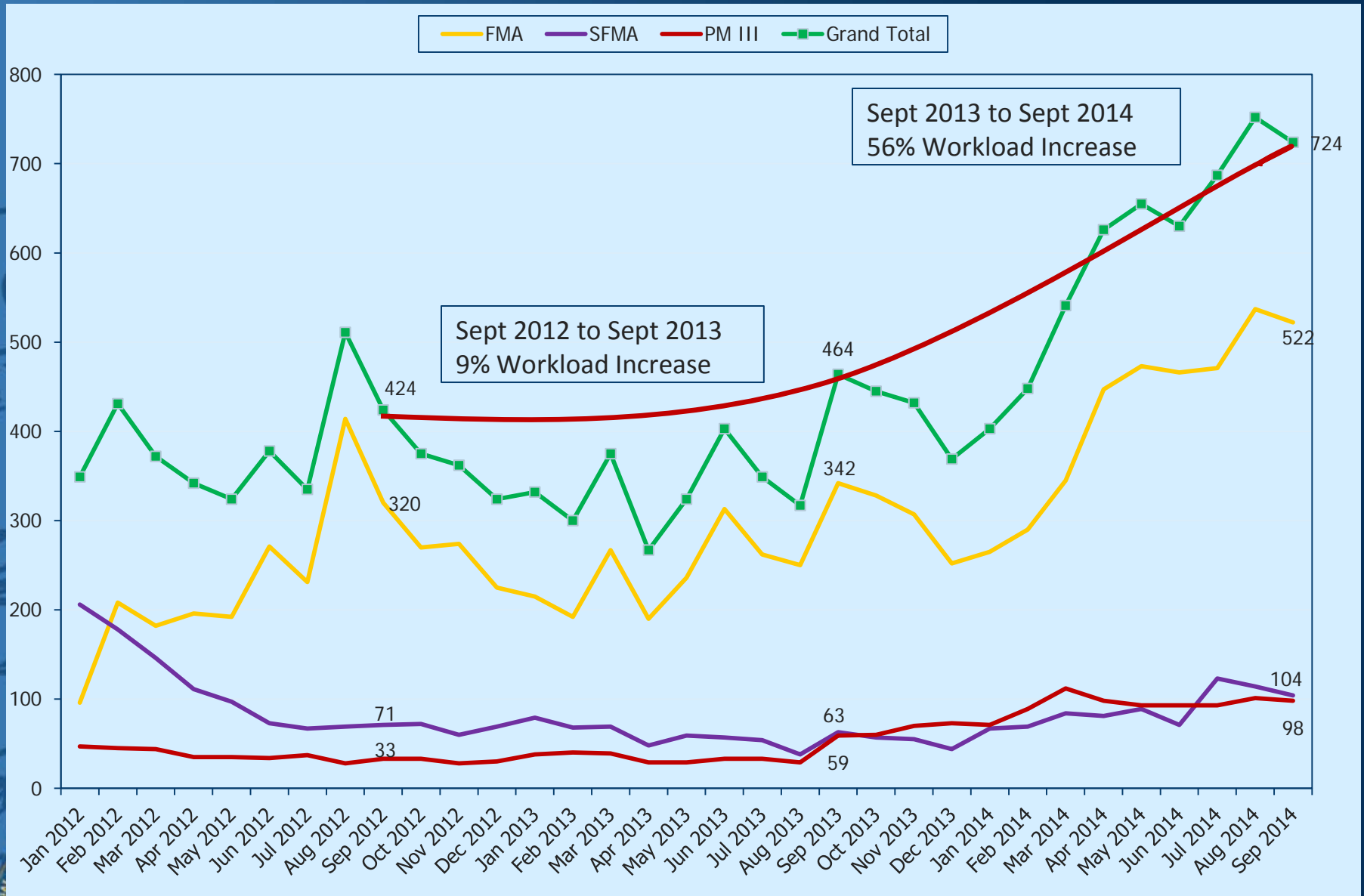
FMs Pending PM Assignment

Hold Projects – 11 / Courts Impacted – 7 / Total Value – 12.37M

System	Projects	Courts	Buildings	Value
Elevator	3	Los Angeles	Edelman, Mosk, Pasadena	\$8.68M
Roofing	4	Contra Costa Monterey Santa Clara San Bernardino	Danville Marina Palo Alto Barstow	\$2.23M
HVAC	2	Alameda Contra Costa	Wakefield Taylor George D McDonald	\$997k
Fire Sprinkler	1	Los Angeles	Mosk	\$215k
Sump Pumps	1	Solano	Hall of Justice	\$250k

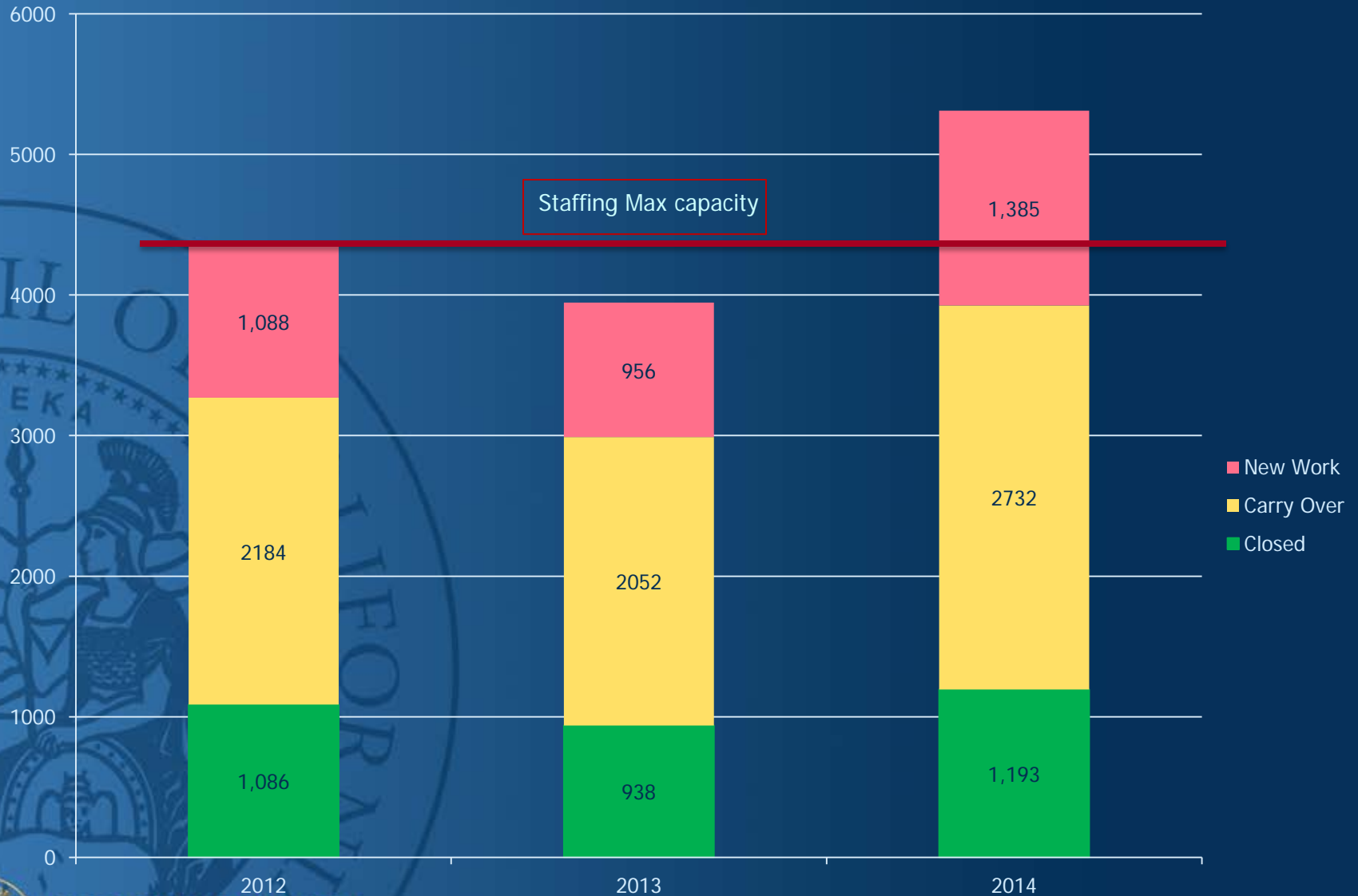


Project Management Workload Over Time



- Ongoing workload includes carry over work from multiple fiscal years
- Addition of New PM III Positions in late 2013 accounts for growth in PM assigned projects

Impact of Additional Funding



*Staffing Max Capacity is estimated based on approved staffing levels as of January 1, 2014

* Staffing decreases resulting from recent changes may impact actual capacity

FY 14-15 FM Burn Rate Projection

	Approved	Tasked/ Encumbered	Projected Spend	Potential Remaining
Statewide Planning	\$5,000,000	\$3,979,081	\$1,020,919	\$0
P1 Emergencies	\$7,000,000	\$4,925,947	\$2,668,930	(\$1,094,876)
Less Than \$50k - P2	\$8,000,000	\$4,146,502	\$2,576,591	\$1,276,907
Over \$50k - P2	\$44,000,000	\$16,551,000	\$23,449,000	\$4,000,000
Over \$50k - P3 Energy Conservation	\$1,000,000		\$1,000,000	\$0
Over \$50k - P3 Other			\$4,182,031	(\$4,182,031)
	\$65,000,000	\$29,602,529	\$35,397,471	\$0

FM Program Message

- Program has increased in funding by 23% this FY.

Calendar Year 2013	3946 FM projects worked
Jan-Sept 2014:	3983 FM Projects worked

- Additional PM III staff created additional capacity in CY 14
- FMA staff have absorbed a large increase in assigned FMs creating delays in execution and lower overall quality.
- Loss of staff (3) will decrease FM capacity within FMA staff throughout the balance of FY 14-15
- Continuing limitations on replacement/new staffing will impact FM work. Projects "On Hold" will increase over the course of the fiscal year.
- TCFMAC and DOF have encouraged escalation of spend plan for the remaining \$135M in JCC FM funding. Not currently possible.





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 3

Summary:

Service Delivery Methods: Service Provider (SP) contracts, Job Order Contracting (JOC), and Delegation

Supporting Documentation:

- PowerPoint Slides

Action Requested:

None

Regional Service Providers

- 3 Providers

- SRO/ABM – 10.5M sq. ft.
 - Semi-Annual PBC Score 85%
- NCRO/PRIDE – 2.2M sq. ft.
 - Semi-Annual PBC Score 85%
- BANCR/Enovity – 3.4M sq. ft.
 - Semi-Annual PBC Score 91%

- Contracting Methods

- Firm Fixed Price – Routine Maintenance (RM)
- Cost Plus – RM & FM
- Job Order Contracting - FM

- Contract Terms

- Initial contract term 4 years – Expired 10-15
- Extensions – three two year terms



Regional Service Providers

- Committee approved exercising Option 1
- Finalizing document set with JC Contracting
- Anticipate SP notification in 90 days
- No contract cost increases to date.
- Initial cost increase due Sept 2015
 - Increase uses Engineering News and Review (ENR) Construction Cost Index
 - Anticipated range 10%-12%
- Annual Increases thereafter (historical ENR avg. 2.8%)



Job Order Contracting

- 16 Contractors / 14 Zones
- 4 Provider Options/Zone
- Year To Date \$11M
- Annual Avg. \$15M-20M
- Largest \$2.8M
 - LA, Compton - Elevators
- Smallest \$2,700
 - LA, West Covina - Counters



JUDICIAL COUNCIL
OF CALIFORNIA

Job Order Contracting

- Benefits:
 - Well versed in JC program
 - Understand court operational protocols
 - Detailed documentation package
- Challenges
 - Staffing limitations create challenges in scope development
 - Cannot provide A&E Services
 - Competition with growing construction industry



Job Order Contracting

- 2-year initial term w/three 1-year extensions
- Contracts will be rebid in FY 15/16
- Reviewing contract terms
- Reviewing Zone Design
- Exploring the potential for specialty contracts



Delegated Court Service Providers

- 4 Providers

- Orange – 1,128k sq. ft.
- Riverside – 787k sq. ft.
- Imperial* – 092k sq. ft.
- San Luis Obispo* – 77k sq. ft.

- Contracting Methods

- Firm Fixed Price – Routine Maintenance (RM)
- Cost Plus – FM
 - Less than \$15k (*)
 - Less than \$50k

- Intra-Branch Agreement Terms

- Initial contract term 3 years – Expired 6-15
- No extensions at this time



Delegated Courts

- Successes:
 - Active participation in monthly account reviews
 - Timely completion of Job Order and PM work orders
 - Have addressed multiple P1 emergencies successfully

- Challenges

- Court absorbs some administrative costs
- Improvement in FM identification would benefit courts
- Staff coverage for small courts is problematic
- Contracting requirements the same regardless of court size





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 4

Summary:

Finalization Requirements for the Trial Court Facility Maintenance Pilot Program
(Delegation)

Supporting Documentation:

- Delegation Pilot Program Objective
- Facility Delegation Invitation
- PowerPoint Slides

Action Requested:

None

Trial Court Facility Maintenance Pilot Project

Statement of Objective

In collaboration with interested trial courts, the AOC is establishing a pilot program to evaluate delegation to trial courts of the authority and funding for facilities maintenance. The purpose of the pilot program is to test, on a limited scale, delegation as an alternative to the service delivery model currently utilized by the AOC's Office of Court Construction and Management for facility maintenance.

The objective of the pilot program is to gain experience with various delegation approaches and options to determine which delegation methods would enable the judicial branch to meet its shared responsibilities in maintaining facilities in accordance with California Rule of Court, Rule 10.182. With regard to delegation, the Rule states:

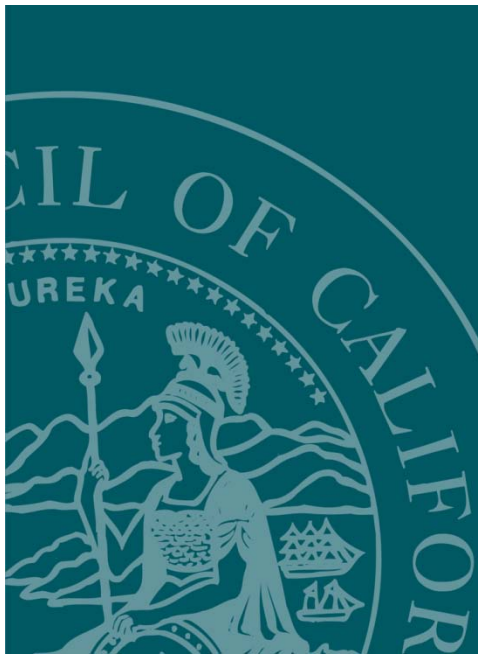
The Administrative Office of the Courts may, when appropriate, delegate its responsibilities for ongoing operation and management to the court for some or all of the existing court facilities used by that court. Any delegation of responsibility must ensure that:

- (A) The management of court facilities is consistent with the statewide goals and policies of the judicial branch;
- (B) Access to all court facilities in California is promoted;
- (C) Facilities decisions are made with consideration of operational costs and enhance economical, efficient, and effective court operations; and
- (D) Courts have adequate and sufficient facilities and appropriate resources to undertake these delegated tasks.

The pilot program, which will involve a limited number of courts, will be designed to ensure that these four criteria are met. The pilot program will include requirements participating courts must follow to ensure compliance with various legal requirements, Rules of Court, and AOC policies, and will be structured to evaluate delegation of several levels of facilities maintenance responsibility, from routine minor maintenance to full operations and maintenance.

The Working Group on Delegation to the Courts will provide guidance on:

1. Levels of delegation to be tested during the pilot program
2. Funding allocations and mechanisms
3. Documentation methods to meet compliance requirements
4. Pilot program participation, selection criteria, and selection process
5. Pilot program structure: duration, evaluation criteria, and evaluation process



Administrative Office of the
Courts, Office of Court

Construction and Management

Invitation to Participate in the Trial Court Delegation of Facility Operation, Maintenance, and Modification Services Pilot Program

The Administrative Office of the Courts, Office of Court Construction and Management seeks to identify and select trial courts for participation in a facility operation, maintenance, and modification services pilot program.

January 12, 2012

INVITATION TO PARTICIPATE

1 GENERAL INFORMATION

1.1 AOC Responsibility and Delegation Rule of Court

1.1.1. The Trial Court Facilities Act of 2002 (Senate Bill 1732) provided for the transfer of responsibility of California's courthouses from the counties to the state. The Judicial Council in fulfillment of its responsibilities delegated the responsibility to the Administrative Office of the Courts (AOC). The AOC established the Office of Court Construction and Management (OCCM). OCCM has implemented the transfers and has been delegated the responsibility to maintain and renovate court facilities for the trial courts (courts).

1.1.2. California Rules of Court 10.182(b)(3) authorizes the AOC to delegate its responsibility to some or all of the courts. Any delegation of responsibility must ensure:

1.1.2.1. The management of court facilities is consistent with the statewide goals and policies of the branch;

1.1.2.2. Access to all court facilities in California is promoted;

1.1.2.3. Facility decisions are made with consideration of operational cost and enhance economical, efficient and effective court operations; and

1.1.2.4. Courts have adequate and sufficient facilities and appropriate resources to undertake these delegated tasks.

1.1.3. The AOC wishes to establish a pilot program to allow for the delegation in accordance with the Rules of Court 10.182. This Invitation to Participate (Invitation) is the court's opportunity to request participation in the pilot program and to provide the Selection Panel with a proposal describing how delegation will comply with the conditions stated in the Rule.

1.1.4. The Pilot Program will begin with no more than ten (10) courts. The ideal breakout would be three (3) for Full Delegation, three (3) for Moderate Delegation, and (4) for Minor Delegation, representing all regions of the state and all sizes of Courts.

1.1.5. It is the intent of the Pilot Program to evaluate its success after the first six months and every six months thereafter. Based on the program success, it is the intent of the AOC to expand the program over the next few years to allow additional courts to participate. Success will be determined by reviewing the cost, efficiencies, agreement compliance, and satisfaction of the participating Court.

1.2 Terms Used in this Invitation

INVITATION TO PARTICIPATE

The term “**Court**” means a court submitting a proposal in response to this Invitation. The term “**Proposal**” means a proposal submitted in response to this Invitation. The term “**IBA**” means the Intra Branch Agreement that will be entered into between the AOC and the Court. Draft IBAs for Full Delegation, Moderate Delegation and Minor Delegation are included as Attachment A, B, and C, respectively. Other terms which are capitalized but not defined in this Invitation shall have the meaning assigned to them in the IBA.

1.3 Facilities

The California State Courts occupy space in facilities owned and managed by various parties. The three primary types of management are: AOC-Managed, County-Managed, and Leased. Multiple methods of procuring services for facility operations, maintenance and modifications services may be utilized by the AOC in connection with these facilities. These methods include: IBAs resulting from this Invitation, county-provided services, existing regional service contracts, stand alone Job Order Contracts (JOC), and other contracts which may be awarded by the AOC.

For the purposes of this Invitation the Court will be responsible for all AOC delegated service authority on all facilities used by the Court. A typical delegation to a Court would normally include all facilities used by that Court and not selected on a building by building basis. This is to ensure consistent application throughout the court and to enhance efficiency.

1.4 Types of Delegations

1.4.1 The use of standardized levels is necessary to efficiently allocate funds. Courts should, depending on its desires and abilities, in accordance with the Rules of Court, determine which level(s) it would request.

1.4.2 **Minor Maintenance:** this level of service is limited to those tasks routinely done by the general maintenance worker and require no specialized skills or tools.

1.4.2.1 **Includes:**

1.4.2.1.1 Changing light tubes and bulbs, and non electrical components of the lighting system;

1.4.2.1.2 Changing electrical face plates and other non electrical components of the electrical system;

1.4.2.1.3 Landscaping services limited to vegetation control (grass, bushes, tree, etc), trash pickup and removal, irrigation system, low voltage (<48V) electrical systems, and other non hardscape items;

1.4.2.1.4 Minor plumbing like clearing minor block plumbing fixtures, repairing minor leaks, repairs of drinking fountains, etc.;

1.4.2.1.5 Adjustments to localized thermostats;

1.4.2.1.6 Pest control services, and

1.4.2.1.7 Snow removal

1.4.2.1.8 Mechanical locksmith services (keys and locks)

INVITATION TO PARTICIPATE

1.4.2.1.9 Similar services in all space within AOC jurisdiction/responsibility to include common and county space in shared use facilities, as well as, leased facilities.

1.4.2.2 Excludes:

1.4.2.2.1 All work with a cost estimate of more than \$500 per event, except for recurring landscape services and emergency work as identified in Section 1.4.6;

1.4.2.2.2 Electrical work that requires live circuits to be turned off;

1.4.2.2.3 Plumbing which requires water to be shut off beyond the fixture level;

1.4.2.2.4 Adjustments to Building Automation Systems;

1.4.2.2.5 Changes to HVAC air flow;

1.4.2.2.6 Any work to include Facility Modifications involving the disturbance or removal of asbestos, mold, or lead based paint;

1.4.2.2.7 Changes that would have any impact on ADA or other accessibility code requirements and

1.4.2.2.8 All Facility Modifications except for those preapproved in writing by the AOC on an individual basis.

1.4.3 **Moderate Maintenance:** this level of service is limited to those tasks that are routinely done by the general maintenance worker, require few if any specialized tools or skills, and do not have a significant impact to the building systems

1.4.3.1 Includes:

1.4.3.1.1 All services under \$15,000. Services that are preapproved as Facility Modifications will be funded in addition to the funds provided for routine O&M services.

1.4.3.1.2 Court and AOC funded Facility Modifications with a total funded cost of less than \$15,000, and

1.4.3.1.3 Similar services in all space within AOC jurisdiction/responsibility to include common and county space in shared use facilities, as well as, leased facilities.

1.4.3.2 Excludes:

1.4.3.2.1 Adjustments to Building Automation Systems beyond the ranges approved by the AOC;

1.4.3.2.2 Any work to include Facility Modifications involving the disturbance or removal of asbestos, mold, or lead based paint without the written preapproval by the AOC Risk Manager;

1.4.3.2.3 Changes that would have an impact on ADA or other accessibility code requirements without written preapproval by the AOC Facility ADA Coordinator; and

INVITATION TO PARTICIPATE

1.4.3.2.4 All Facility Modifications over \$15,000 except for those preapproved in writing by the AOC on an individual basis.

1.4.4 **Full Operations and Maintenance:** this level of service is intended to replace all AOC provided Operations and Maintenance (O&M) and most Facility Modification services. It includes all work including all Preventative Maintenance and Recurring Work based on an AOC schedule of services.

1.4.4.1 **Includes:**

1.4.4.1.1 All Facility Modifications under \$50,000 except for those preapproved by the AOC on a case by case basis;

1.4.4.1.2 Development and maintenance of various facility management and maintenance plans listed below; and

1.4.4.1.2.1 Facility Transition Plan

1.4.4.1.2.2 Master Maintenance Plan

1.4.4.1.2.3 Quality Control Plan

1.4.4.1.2.4 Facility Safety Plan

1.4.4.1.2.5 Refrigerant Management Plan

1.4.4.1.2.6 Energy Management Action Plan

1.4.4.1.3 Similar services in all space within AOC jurisdiction/responsibility to include common and county space in shared use facilities, as well as, leased facilities.

1.4.4.2 **Excludes:**

1.4.4.2.1 Any non emergency work to include Facility Modifications involving the disturbance or removal of asbestos, mold, or lead based paint without the specific written preapproval of the AOC; and

1.4.4.2.2 Changes having an impact on ADA or other accessibility code requirements without written preapproval by the AOC Facility ADA Coordinator.

1.4.5 **Funded Facility Modifications:** this would include any AOC or court funded Facility Modification not approved as part of either Moderate or Full Operations and Maintenance delegations. This could be for a specific Facility Modification or a defined group of Facility Modifications.

1.4.6 **Emergency Work:** regardless of level of delegation the Court will have the authority to act in dealing with an emergency situation where immediate action is required to protect safety or property from further injury or damage. In the case of an emergency the Court can perform whatever services are necessary. If the actions exceed the authority of the delegation, the Court will notify the AOC of the event to determine what additional actions/processes should be completed prior to the cost exceeding \$3,500 or within one (1) Business Day whichever occurs first.

INVITATION TO PARTICIPATE

- 1.4.7 Normally the Court will be required to treat all facilities in the same manner. It will not be able to have one level of delegation at one facility and another at a different facility unless it can be shown this is in the best interest of the branch. The exception to this general rule would be in the case of Facility Modifications where the nature of the work should be taken into consideration.
- 1.4.8 The following do not require delegation as authorization currently exists through various Rules of Court:
 - 1.4.8.1 All maintenance and operations of access control systems to include both mechanical locks and electronic access control systems, cameras, and other security related facility equipment;
 - 1.4.8.2 All services related to court furniture, fixtures, and equipment;
 - 1.4.8.3 Floor covering to include carpet; and
 - 1.4.8.4 Wall coverings to include paint and wallpaper

1.5 Exhibits and Attachments

Upon request the AOC will provide each Court a list of facilities and the AOC's responsibilities in the facility, a list of preventative maintenance (PM) tasks, and Collection Work Orders (CWO). A Court may request any or all of the above.. The draft IBA has a list of Deliverables Plans applicable to Courts requesting Full Operations and Maintenance delegation.

1.6 Term of Agreement

The initial term of the IBA will be for a three (3) year period, with the parties retaining the option to renew for one year terms by way of email agreement. The AOC will notify the Courts ninety (90) days prior to the expiration of the IBA to confirm renewal or cancellation. Courts may terminate the IBAs with ninety (90) day written notice to the AOC.

1.7 Key Events Schedule

The AOC has developed a schedule of key events from Invitation issuance through the Effective Date of Delegation. All dates are subject to change.

Post Invitation on Serranus and email all Courts	January 19, 2012
Mandatory teleconference with interested Courts	January 27, 2012
Proposal Due Date	February 29, 2012
Selection of Pilot Program Courts and delegation level	March 9, 2012
Execution of IBAs	March 23, 2012
Effective Date of Delegation	July 1, 2012

2 GENERAL DESCRIPTION OF WORK

2.1 Overview

INVITATION TO PARTICIPATE

Those Courts selected to participate in the pilot program will have some or all of the following responsibilities based on the level of delegation requested and approved. The Courts will provide proactive maintenance and repair services, timely response, identification of facility needs and complete operation management skills, conscientious environmental stewardship, and responsible fiscal administration as outlined in the agreed upon IBA for the delegation level. Courts will provide all management, supervision, personnel, labor, materials, supplies, tools, vehicles, and equipment, and other items and services necessary to perform the delegated responsibilities. Courts will plan, schedule, coordinate and be responsible for the efficient, effective, economical, and satisfactory operation of the facilities, scheduled and unscheduled maintenance in the facilities, and repair of equipment and systems located in the facilities within the delegated level. Courts will be responsible for regularly assessing the conditions of the buildings and their systems, as well as developing and implementing the building operations and preventative maintenance programs, as delegated, necessary to maintain, preserve, and keep the premises in good repair. The work is further described in the Facilities Service Delegation IBA.

2.2 Standards

The services are to be executed in a reasonable, diligent, and careful manner so as to supervise the operation, maintenance, and servicing of the property in a manner that is comparable to, or better than, that generally found in other Courts located in California. Services must be provided in accordance with the highest standards of professionalism, skill, workmanship, and applicable trade practices and must conform to all applicable codes and regulations.

Courts must comply with all Federal, State, and local laws, and AOC policies and follow the most restrictive guidance in cases of conflicting guidance. All services must be performed in accordance with all applicable laws and codes, manufacturers' recommendations, and accepted industry standards.

2.3 Escorting

Court will provide an escort, who has passed required background checks, for any contractor employees who have access to non public areas of the Court and has not completed background check requirements. Courts will ensure compliance with all requirements related to personnel having access to data from the California Law Enforcement Terminal System.

2.4 Preventive Maintenance

Court will provide preventive maintenance per the delegation level as outlined in the Facilities Services Delegation IBA.

2.5 Collection Work Order (CWO) Work

Courts with Moderate or Full Delegation will provide certain recurring services per the delegation level as outlined in the Facilities Services Delegation IBA. Examples of work covered by CWOs include grounds maintenance, snow removal, landscape service, and routine rounds and readings.

2.6 Plans, Reports, and Deliverables

Courts will prepare a variety of plans, reports, and other deliverables as specified in the delegation level per the Facilities Services Delegation IBA. Some documents will be one-time deliverables while most will

INVITATION TO PARTICIPATE

require at minimum annual updates. There will also be a number of recurring reports, most of which will be required monthly.

3 MANDATORY TELECONFERENCE WITH INTERESTED COURTS

A mandatory teleconference with interested Courts is scheduled for **January 27, 2012** from 1-3PM. To participate in the teleconference contact the Gerald Pfab not later than **January 25, 2012** at Gerald.pfab@jud.ca.gov to obtain the call in number.

4 EVALUATIONS OF PROPOSALS

Proposals submitted in response to the Invitation will be reviewed and scored based on the information provided in the Proposals.

4.1 *Delegation Evaluation Panel*

- 4.1.1 The Panel will comprise of between eight (8) and ten (10) voting and three (3) non-voting members. Their function is to review, grade, vote, and select Courts based upon the submitted Proposals. The non-voting members will serve only as counsel and advisors to the voting members. Moreover, non-voting members may attend only selective portions of meetings of the Panel, and only review relevant sections of the Proposals.
- 4.1.2 Each voting member of the Panel will score each Proposal. The voting members of the Panel will then discuss as a group, and may adjust their scores based on these discussions. The total score of all Panel voting members will then be added together to determine which Courts are selected for each delegation type.
- 4.1.3 Panel – Voting members (8-10)
 - 4.1.3.1 The Trial Court Facility Modification Working Group members will serve as the basis for the panel. If a minimum of five members are not able to participate in the panel, those eligible members will select additional members from judges or CEOs from courts not applying for Moderate or Full delegation to fill out the minimum of five members.
 - 4.1.3.2 The Senior Facility Manager of the OCCM
 - 4.1.3.3 One representative from the OCCM Budget Office
 - 4.1.3.4 One representative from the Trial Court Accounting Services Division
- 4.1.4 Panel – Non-voting members (3).
 - 4.1.4.1 One representative from the AOC's Office of the General Counsel
 - 4.1.4.2 One representative from the Business Services Unit
 - 4.1.4.3 The Regional Administrative Director or designee

INVITATION TO PARTICIPATE

4.2 Proposal Evaluation Criteria

Each Proposal will be evaluated based upon the ability of the Court to provide services meeting the goals of the Rules of Court in a manner adhering to the criteria set forth within the Invitation. The Invitation criteria involve four (4) values. These core values will serve as the framework for grading the submitted Proposals.

- 4.2.1 Consistency with the statewide goals and policies of the branch will be weighted at 20%
- 4.2.2 How the proposal demonstrates the Court's ability to manage contracting and budgeting requirements to include the requirements of the branch contracting policy will be weighted at 30%
- 4.2.3 The Court's demonstration of a cost management plan, while ensuring efficiencies and effectiveness of court operations will be weighted at 20%
- 4.2.4 The Court's demonstrated ability to undertake the delegated tasks and their approach to performing the delegated tasks will be weight at 30%.

4.3 Evaluation of Proposals

The Courts selected will be the ones determined to provide the best opportunity to succeed and to meet the objectives of the pilot program, while providing a balance between regions and courts of various sizes. This will be determined in accordance with the selection criteria set forth herein. The evaluation is an assessment of the Court's ability (as conveyed by Court) to successfully accomplish the delegation set forth in the IBA. The information in this section is provided for informational purposes only, and is not an exhaustive list of the requirements and procedures for selection.

- 4.3.1 Quality
 - 4.3.1.1 Quality, extent, and relevance of Court's operational experience (including the experience of identified contractors or other agencies identified as likely to perform the work) in conducting all facets of building operations.
 - 4.3.1.2 Quality, extent, and relevance of experience in conducting similar efforts, particularly of a magnitude and manner similar to that to be delegated.
 - 4.3.1.3 Quality, extent, and relevance of education and training of key personnel.
- 4.3.2 Approach to Providing Services
 - 4.3.2.1 Quality of approach and methodology for performing the services clearly demonstrates an understanding of the applicable issues and requirements for building operation and maintenance.
 - 4.3.2.2 Quality, clarity and completeness of scope of services, including extent to which alternative approaches/tasks will achieve objectives.
 - 4.3.2.3 Quality of project organization and management plan; extent to which Court will provide for successful, timely and fully-compliant program implementation as evidenced by: (a) a plan for managing the services; (b) coordination of in house

INVITATION TO PARTICIPATE

and contracted services; (c) plan for phasing into the services; (d) quality of interaction and coordination with AOC; (e) reporting methodologies.

- 4.3.2.4 Quality of Court’s management plan to provide management visibility. Court must reflect how its management team will support the site technicians, how they will coordinate with other occupant /maintainers of the Facilities.

5 REQUIREMENTS OF PROPOSALS for ONLY MINOR DELEGATION

It is the intent of the AOC to delegate at the Minor Delegation Level authority to three or four courts. Courts requesting Moderate or Full Delegation must complete the more comprehensive proposal outline in Section 6. To meet this minimum requirement for Minor Delegation courts must provide a proposal based on this section as describe below. Page limits are intended to limit the work requirements of the Court while giving an indication of the level of detail that is expected.

5.1 *Plan of Approach*

This section is **limited to four pages (4) pages**

Overall plan for completion of all work required. Provide background on how the Court plans to perform the delegated services. Discuss the court’s approach to meeting the requirements of the IBA through in-house and subcontracted resources. Explain how the Court will determine the right balance of mobile, stationary, and other resources. Explain how these approaches will lead to the successful completion of the delegated tasks.

5.2 *Qualifications*

This section is **limited to five (5) pages**.

5.2.1 Explanation of Qualifications

Explain why Court is qualified to perform the Minor Delegation services. Court must demonstrate its qualifications, including an item-by-item disclosure outlining how Court meets or exceeds the requirements of Rules of Court 10.182(b)(3).

5.2.2 Loss, Health, Safety, and Environmental Plan

Describe the Court’s formal Illness Injury Prevention Program and other Health, Safety, and Environmental plans. How does Court ensure high standards in Health, Safety, and Environmental disciplines?

5.2.3 Asset Procurement and Management

Describe how the Court will manage procurement of supplies, equipment, and services to support the facilities maintenance and operations as requested. How does this plan meet the requirements of the Judicial Branch Contracting Manual?

5.2.4 Hazardous Material Management

INVITATION TO PARTICIPATE

Describe the Court's experience in working in facilities with asbestos, mold, and lead-based paint. Describe the process the Court would follow to ensure safety of its staff as well as tenants and the public while still effectively operating the building. Describe Court's plans for working in areas containing hazardous materials.

6 REQUIREMENTS OF PROPOSALS for MODERTE OR FULL DELEGATION

Unless clearly stated in the Proposal for Moderate or Full Delegation it is assumed that all Courts will accept Moderate or Minor Delegation if they are not selected to participate at the higher level.

A Proposal must follow the sequence of the areas shown below to allow for easy cross referencing. For example, the section on the background and experience of the Court Key Staff must be labeled Section 6.1.1. Courts are strongly encouraged to stay within the page limitations per section.

6.1 *General Capabilities*

The following information must be included as the General Capabilities portion of the Proposal. This section is **limited to ten (10) pages**

6.1.1 Experience and Background of Court Key Staff

Provide the background and experience of the senior court staff (CEO/Deputy CEO, etc) who will supervise the facility manager/director/supervisor. Provide information on his or her duties as they would relate to this delegation, as well as examples of his or her ability and experience in overseeing facility programs.

6.1.2 Plan of Approach

Overall plan for completion of all work required. Provide background on how the court plans to perform the delegated services. Discuss the court's approach to meeting the requirements of the IBA through in-house and subcontracted resources. Explain how the court will determine the right balance of mobile, stationary, and other resources. Explain how these approaches will lead to the successful completion of the delegate tasks.

6.2 *Qualifications*

Court must provide information on its qualifications to do the work outlined in the Invitation, including information on the issues addressed below. This section is **limited to eleven (11) pages**.

6.2.1 Explanation of Qualifications

Explain why Court is the best qualified to serve as a pilot court. Court must demonstrate its qualifications, including an item-by-item disclosure outlining how Court meets or exceeds the requirements of this Invitation, including the minimum qualifications set forth in this Invitation.

6.2.2 Schedule of Deliverables

INVITATION TO PARTICIPATE

If requesting Full Delegation, provide an overview of Court's experience and methodologies for developing and maintaining the deliverables listed in the Inter Branch Agreement and provide a schedule for their submission. The overview should include Court's understanding of the issues and tasks involved in creating the deliverables.

6.2.3 Experience in Operation and Maintenance

Describe Court's specific experience and qualifications in building operation and maintenance and any specific experience the Court has in each of the particular building operations and maintenance disciplines (i.e., mechanical systems, electrical systems, fire alarms, energy management systems, plumbing systems, etc.) along with an indication of which building operation and maintenance areas will be performed directly and which will be contracted.

6.2.4 Customer Satisfaction Methods

Propose customer satisfaction measurement and escalation procedures. Please provide details. Does Court self-perform customer satisfaction measurement or does Court propose contracting to a third party? Please explain the Court's position on this. Courts should keep in mind that while the primary occupant of the facilities, many facilities have county or other third party tenants.

6.2.5 Loss, Health, Safety, and Environmental Plan

Describe the Court's formal Illness Injury Prevention Program and other Health, Safety, and Environmental plans. How does Court ensure high standards in Health, Safety, and Environmental disciplines?

6.2.6 Quality Control

Describe the Court's formal quality control program. How are the responsibilities distributed?

6.2.7 Technology Promotion

Describe how the Court would promote the use of technology to improve AOC facilities condition, operation and maintenance while at the same time reducing total cost. Please provide examples of opportunities Court finds for its facilities.

6.2.8 Asset Procurement and Management

Describe how the Court will manage procurement of supplies, equipment, and services to support the facilities maintenance and operations as required in this program. How does this plan meet the requirements of the Judicial Branch Contracting Manual?

6.2.9 Hazardous Material Management

Describe the Court's experience in working in facilities with asbestos, mold, and lead-based paint. Describe the process the Court would follow to ensure safety of it's staff as well as tenants and the public while still effectively operating the building. Describe Court's plans for working in areas containing asbestos and Court's plans for providing asbestos abatement services.

6.2.10 Approach to Developing Scopes of Work and Cost Estimates

INVITATION TO PARTICIPATE

Provide a description of how the Court will manage the development of scopes of work and cost estimates. This should include (i) how Court will work with the AOC to develop solutions to reported symptoms beyond the scope of delegation; (ii) how the Court will develop conceptual estimates for funding consideration, and Detailed Statements of Work; and (iii) how the Court will address items such as changes in scope, cost, substitutions, and other variations from the agreed-upon scope and cost.

6.3 Management Functions

Provide information on how the various facilities related functions will be performed. **This section is limited to ten (10) pages.**

6.3.1 Existing Facility Support Resources

Describe the size and experience of the current court staff that provide facility related services.

6.3.2 Proposed Staffing to Provide Necessary Management Functions

Describe the composition of the staff the Court will dedicate to support and provide oversight of the program including the names of existing employees, the area of responsibility, their function within the Court, title, and number of year's service with Court. Include a brief biography for the specific individuals designated to work on the IBA, specifying educational and work experiences deemed relevant to the type of work to be undertaken. If the current staff will be supplemented with additional staff please identify the qualifications you will be looking for in a candidate. Please ensure the following functions are addressed:

1. Facility management
2. Contracts management
3. Financial management
4. Environmental, Health, and Safety management
5. Energy management (Full Delegation only)

7 SUBMISSION OF PROPOSALS

To respond to this Invitation, Courts must submit a written Proposal, and one (1) electronic copy (CD) of the Proposal to the following address:

Judicial Council of California Administrative Office of the Courts
Attn: Gerald Pfab
Office of Court Construction and Management
2860 Gateway Oaks Drive
Sacramento, Ca 95833

INVITATION TO PARTICIPATE

All of the materials required in Section 5 and 6 of this Invitation are due on or before **February 29, 2012**. It is the sole responsibility of the Court to ensure that the Proposal reaches the AOC on or before the date and time specified. Submittals received after the deadline will be rejected without review.

8 Questions and Comments:

Courts may submit questions regarding this Invitation to the Gerald.pfab@jud.ca.gov. The AOC will share the answers to the questions submitted. Throughout this process, if there is any need for communication with the AOC with regards to any aspect of this Invitation, such communication should be submitted as e-mail to Gerald.pfab@jud.ca.gov

Delegation Pilot Program

- Delegation is viable under Rule 10.812
- 2011 Development initiated by JC staff & CEAC
- Sherri R. Carter was chair of CEAC working group

Terms:

- 3-year Pilot Duration
- Formal evaluation at the end of Year 2
- Potential to expand after year 2

Success evaluated by:

- Cost,
- Efficiencies
- Agreement compliance
- Court satisfaction



Delegation Pilot Program

- TCFMAC approved four courts for the program in Feb 2012

<u>Court</u>	<u>Level (start/now)</u>	<u>Start Date</u>
Imperial	Minor (Moderate)	August 1, 2012
San Luis Obispo	Moderate	September 1, 2012
Riverside	Moderate (Full)	October 1, 2012
Orange	Full	October 1, 2012



Delegation Pilot Program

- Funding

	JC Managed Court	County Managed Court
Funding FY 12-13	\$2.57	\$0.64
Amendment #1	\$2.37	\$0.55
Funding FY 13-14	\$2.37	\$0.55
Funding FY 14-15	\$2.20	\$0.55

- O&M Funding Model
 - Initially designed as Cost Plus
 - Amended to Firm Fix Price in FY 14-15
- FM Funding – Cost Plus w/admin markup

Delegation Pilot Program

- FY 14-15 IBA simplified program reporting
 - Firm Fixed Price model aligns with SP contracts
 - Minimized admin burden
 - Standardized practices for equipment funding, indirect cost allocation, time tracking, etc.
- Financial management standards
 - Comply with record keeping standards
 - Comply with procurement standards
 - Comply with prevailing wage requirements



Delegation Pilot Program

- Court Flexibility
 - Have willingly adjusted program funding
 - Support adjustments to PM program over time
 - Continue to improve on FM identification
 - Patient with speed of JC processes
- 2- Year Evaluation
 - Compliance with operational standards
 - Compliance with record keeping standards
 - Compliance with procurement standards
 - Compliance with prevailing wage requirements



Program Successes

- Operationally courts are maintaining the buildings well.
- Preventative Maintenance is being performed as required and necessary documentation is being provided in a timely manner.
- All courts have stayed within the allocated budgets and have returned unused funding



Program Successes

- Committee opened program to further applications in May 2014.
- No addl. applications received to date
- Existing courts wish to continue program

Is there a need for further Committee action?





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 5

Summary:

Operations and Maintenance budget projections for fiscal year 2015-2016

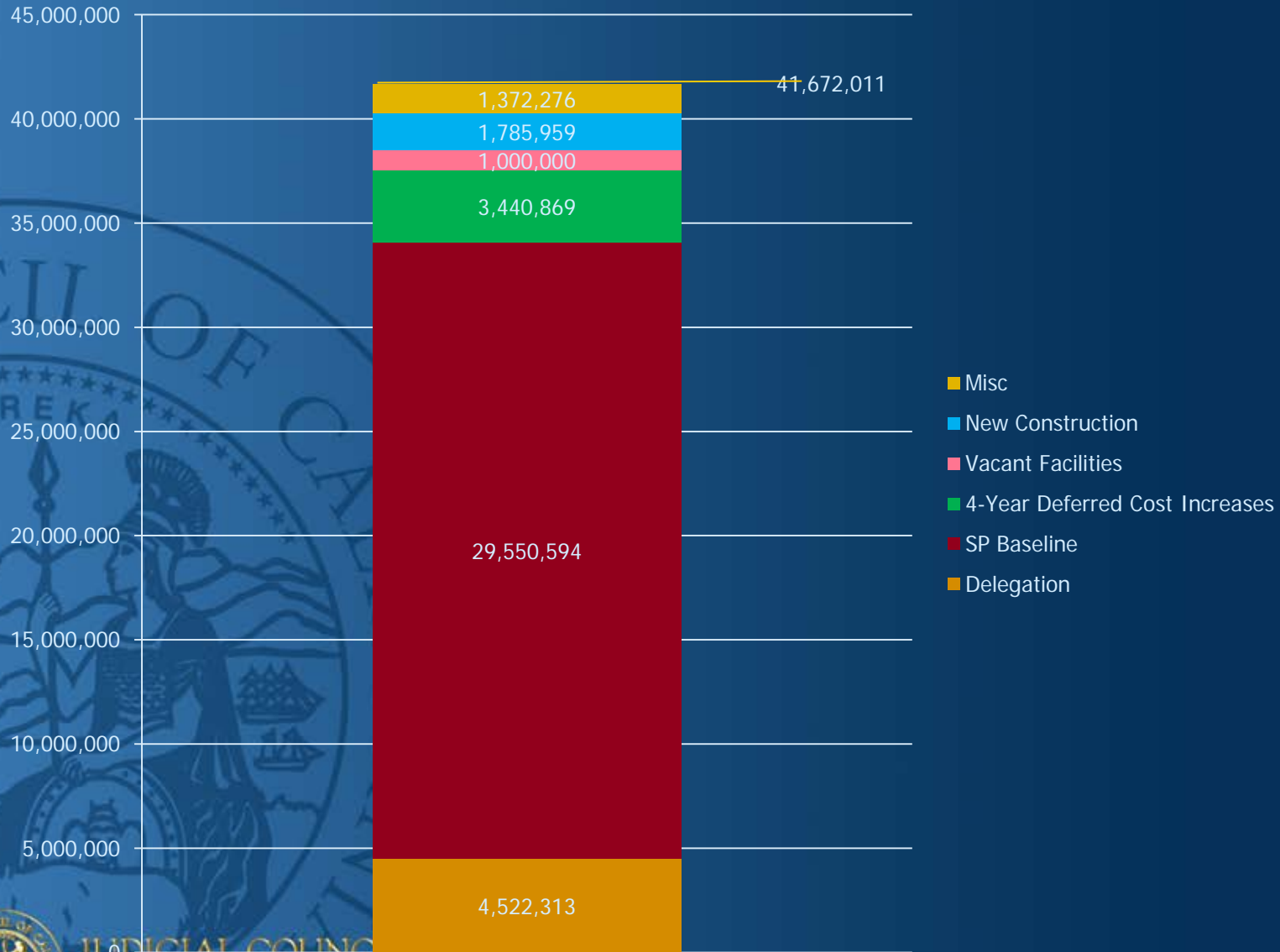
Supporting Documentation:

- PowerPoint Slides

Action Requested:

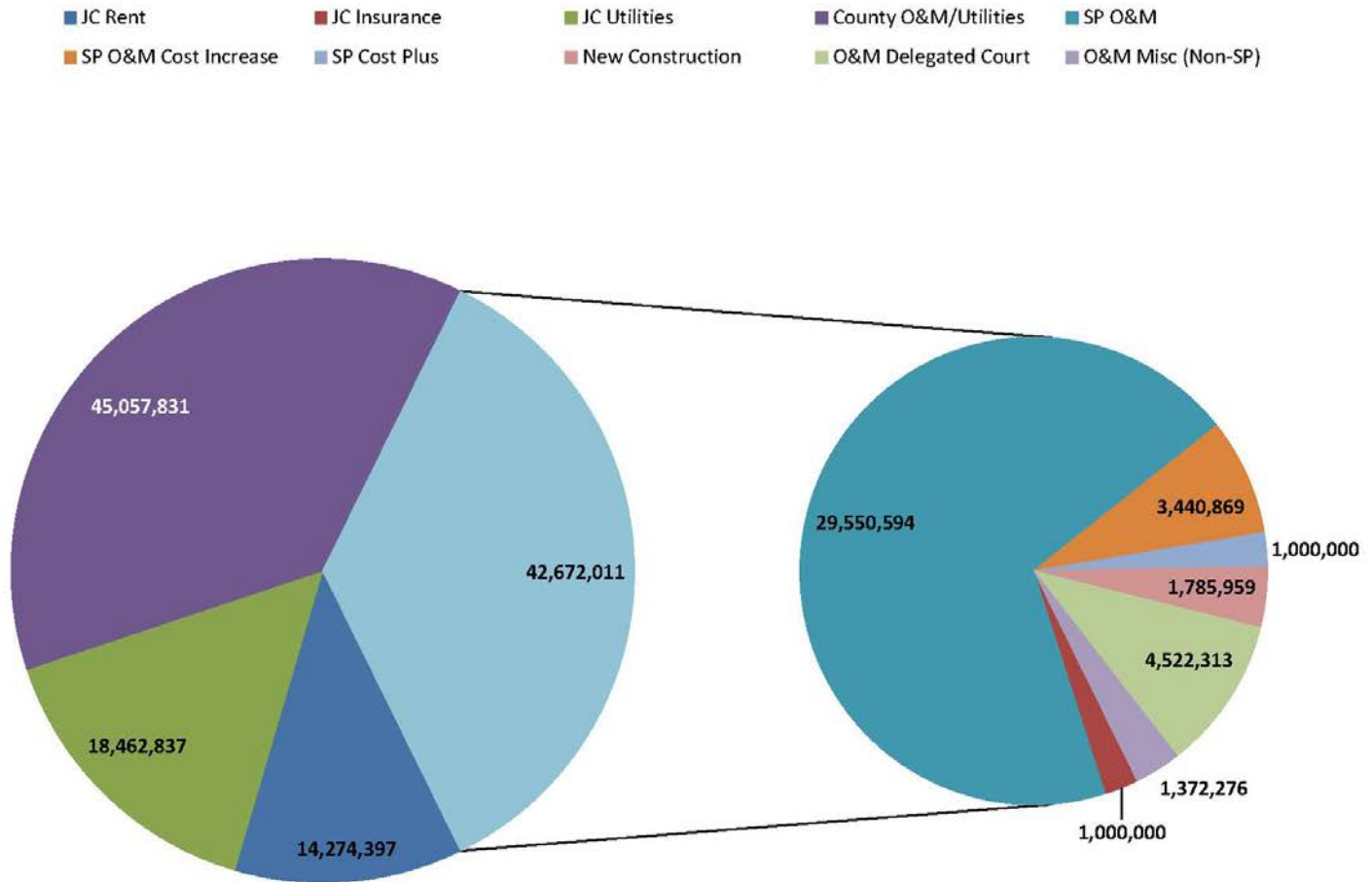
None

Future of the O&M Budget 15/16



JUDICIAL COUNCIL
OF CALIFORNIA

Future of the O&M Budget 15/16



O&M Service Level Adjustments 15/16

FY 14-15

Increased PM levels based on Budget
(\$3.1M & 6,500 PMs)

FY 15/16

SP Contracts Cost Adjustment – Approx. 10.8%

New Construction – Approx. \$1.8M

Decrease to PM program to pre FY 14-15

FY 16/17

SP Contracts Cost Adjustment – Approx. 2.7%

New Construction – Approx. \$1M

Decrease tech headcount by 50

Increase P1 Response time from 30min to 2 hours

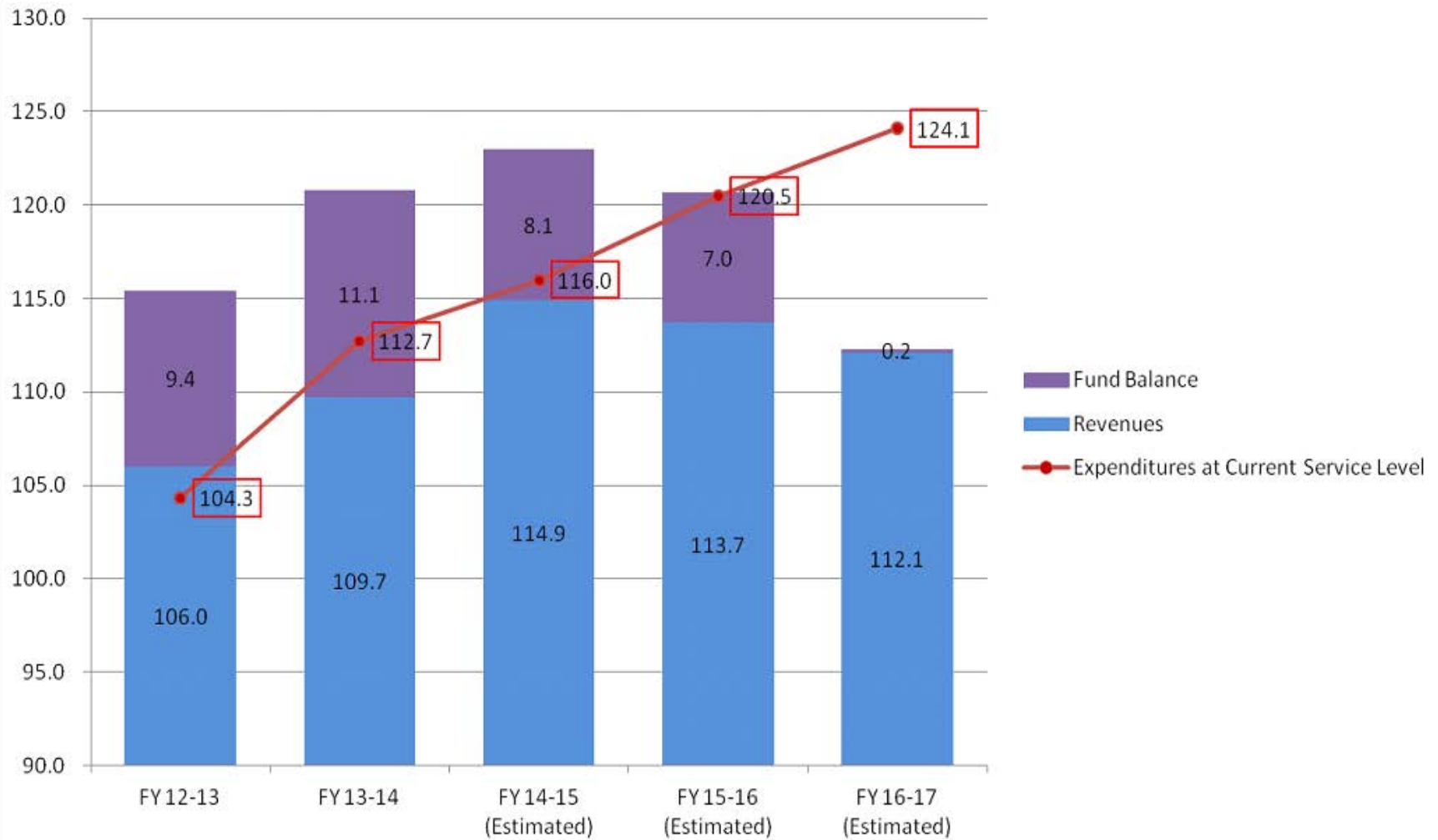
Increase completion time frames by 30-40%

Code Required Preventive Maintenance Only

Run to Fail for non-code compliance systems

Increase in P1 system failures

Operations and Maintenance Management Through FY 16-17





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 6

Summary:

FM system analysis - historic spend by system projections for fiscal year 2015-2016

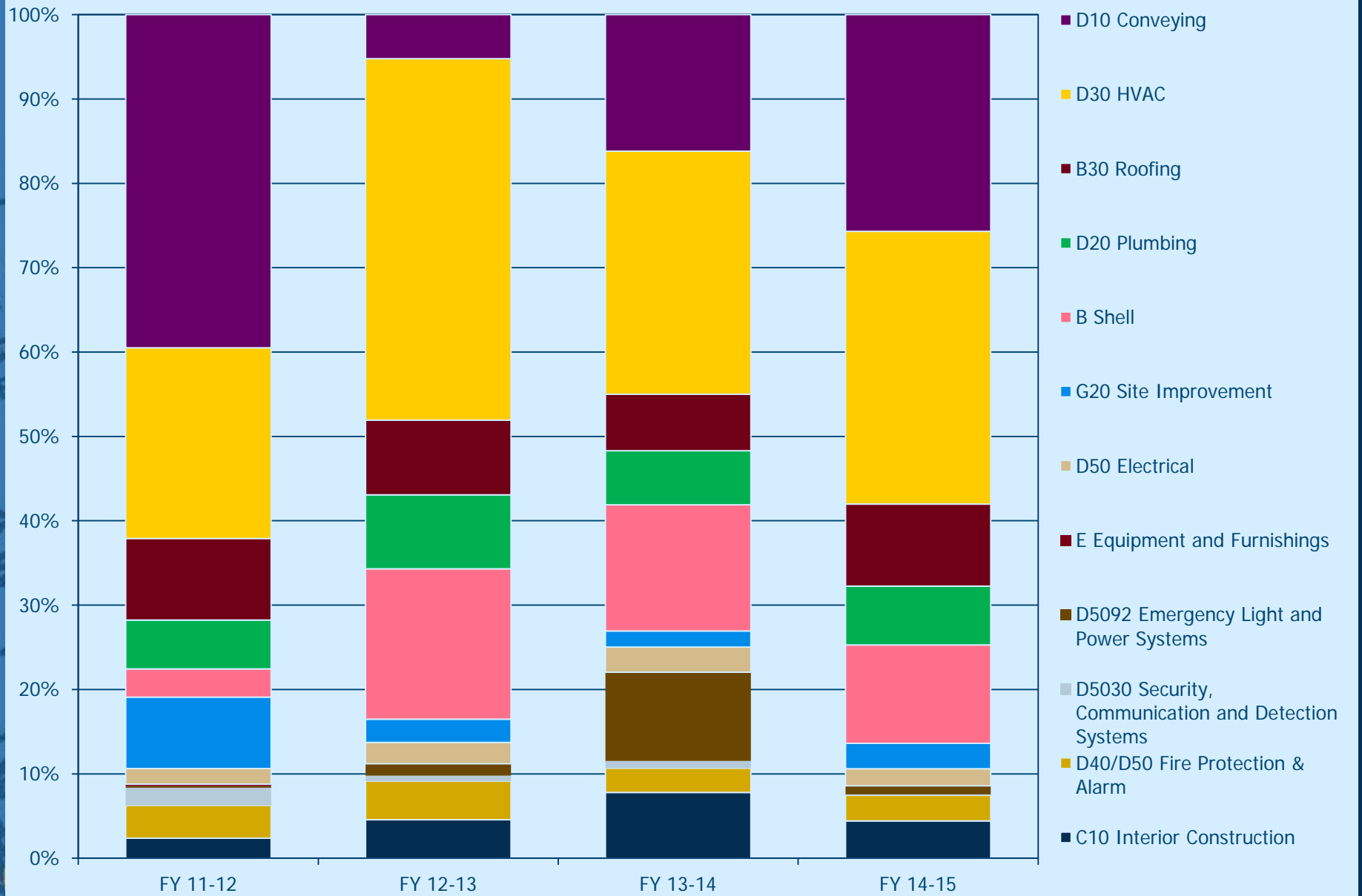
Supporting Documentation:

- PowerPoint Slides

Action Requested:

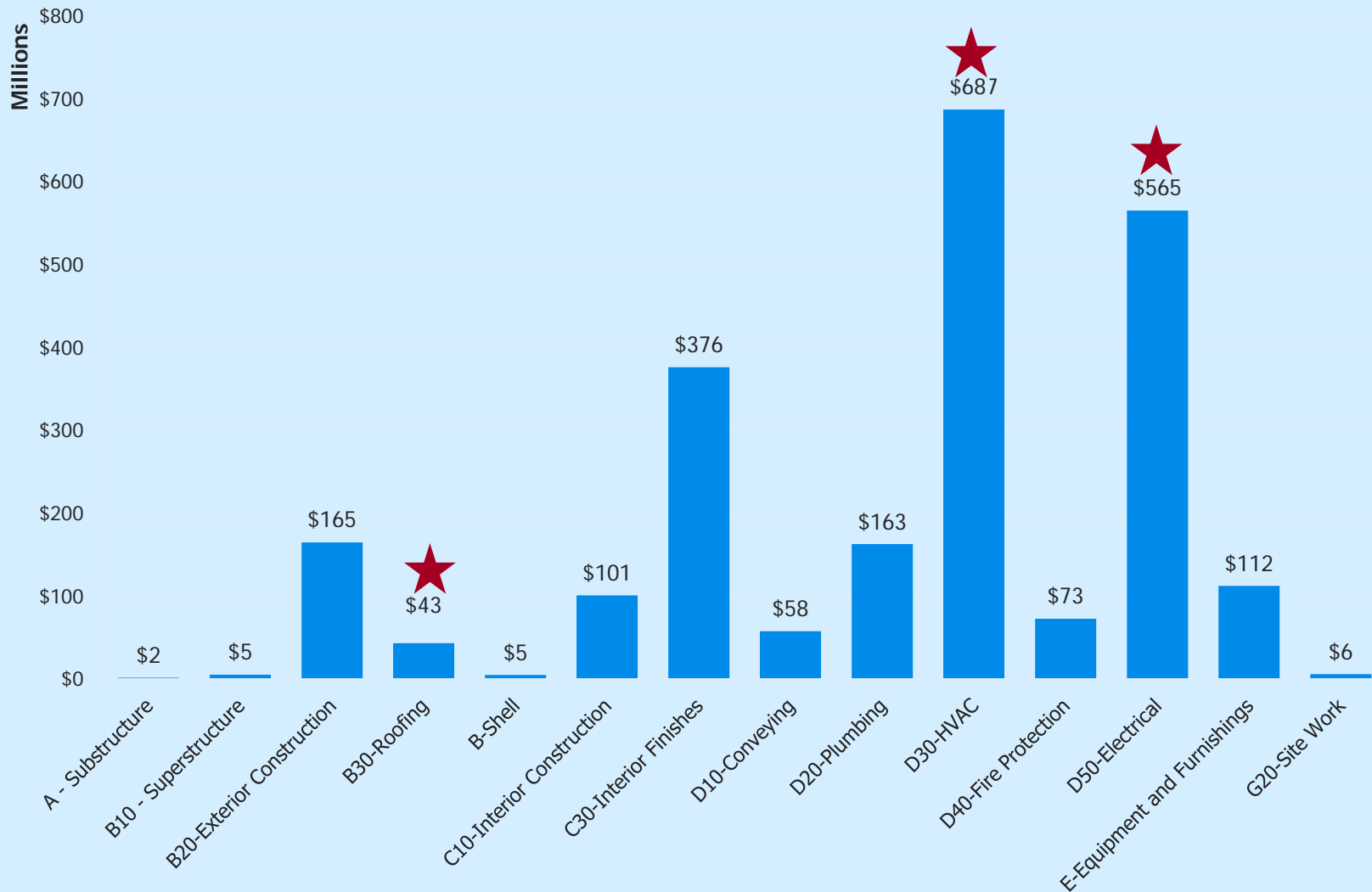
None

System Improvement Funding



Note: System Funding Data Includes County Share of project cost

Deferred Backlog



Data as of June 30, 2014

Based on assessments of approximately 90% of the total Judicial Branch Square Footage

What Does it Mean

- Each year 65-85% is Infrastructure work
- This FY Infrastructure funding could be 90%.

• FM Planning Focus

- Roofing LA, Solano - \$6-\$7M
- Fire Alarm Systems Orange, LA - \$2.5M
- Electrical – Energy Audits (48)
- HVAC – Retro-Commissioning (6)
- Plumbing – Water Conservation Audits (36)





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Discussion Item 7

Summary:

Court-Funded Facilities Requests – process for fiscal year closeout

Supporting Documentation:

- PowerPoint Slides

Action Requested:

None

JCC Year End

- Typical I-Procurement Closure Date – April 4
- Major Milestones
 - Scope Development/Pricing/Fund validation
 - TCFMAC Approval
 - Intra-Branch Agreements Development/Signature
 - Iprocurement Process
 - CFR's must be "On Contract" prior to year end
 - Substantial work must begin prior to year end



JCC Year End

- Timeline in Reverse
 - Work Begins – June 24, 2015
 - Contracting Deadline – June 23, 2015
 - I-procurement Deadline – **April 04, 2015**
 - IBA Deadline – April 02, 2015
 - Committee Deadline – Mar. 06, 2015
 - Scope/Price/Finance Deadline – Feb. 27, 2015
 - CFR Submittal Deadline – Feb. 01, 2015





JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Information Only Item 1

Summary:

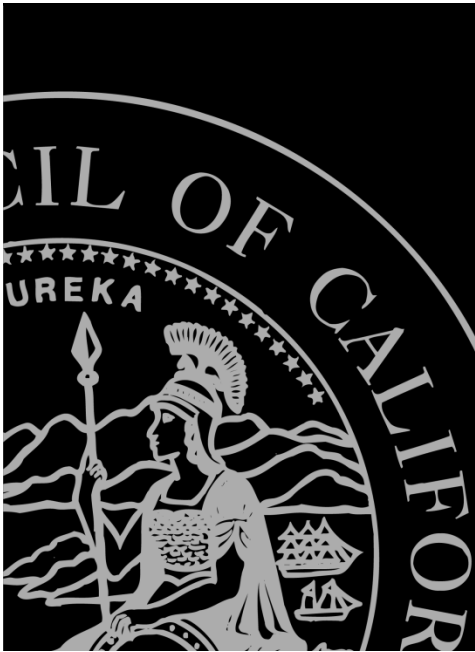
The updated Trial Court Facility Modification Policy has been included in the meeting materials. Changes to the policy were made in alignment to newly established Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee*.

Supporting Documentation:

- Updated Trial Court Facility Modification Policy

Action Requested:

None



Trial Court Facility Modifications Policy

ADOPTED AND EFFECTIVE
JULY 27, 2012
REVISED DECEMBER 12, 2014



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

I. Purpose

Government Code section 70391(h) requires the Judicial Council to allocate appropriated funds for the maintenance and construction of court facilities. Government Code section 70374(c)(1) authorizes the use of funds in the State Court Facilities Construction Fund for projects involving, among other things, rehabilitation, renovation, or replacement of court facilities. This document presents the methodology and process for identifying and prioritizing facility modifications (Facility Modifications) to be made to trial court facilities, the responsibility or title for which rests with the state.

The *Trial Court Facility Modifications Policy*, initially approved and effective July 27, 2012, replaced and superseded the Judicial Council's *Prioritization Methodology for Modifications to Court Facilities*; last revised April 24, 2009. This revised *Trial Court Facility Modifications Policy*, if approved by the council, will become effective January 1, 2015.

II. Definitions

A. Facility Modification

A Facility Modification is a physical modification to a facility or its components that restores or improves the designed level of function of a facility or facility components. A Facility Modification may consist of:

- A modification that alters or increases the designed level of services of a building;
- A "special improvement" meaning a one-time modification to a facility that is not expected to be repeated during the lifetime of the facility;
- An alteration, addition to, or betterment of a facility that changes its function, layout, capacity, or quality;
- A rehabilitation, which restores a facility to its former state or capacity;
- A renovation, which restores a facility to a former or better state, including by repairing or reconstructing facility components;
- A replacement, which puts a new facility component of the same or better quality or function, in the place of an existing facility component;
- The addition of new systems, equipment, or components to a facility that would not otherwise exist;
- A modification to a facility that is required to bring the facility into compliance with law, including but not limited to the Americans with Disabilities Act, title 24 of the California Code of Regulations, and federal and state hazardous materials laws and regulations;
- Any of the foregoing where a facility or its components are damaged, seriously deteriorated, dysfunctional, subject to intermittent service outage, or otherwise in insufficient operating condition as a result of deferred

maintenance, emergency, acts of God, severe wind or weather conditions, vandalism, or criminal activity; and

- A correction of collateral damage arising from an emergency incident or unanticipated finding that is discovered during the performance of Facility Modification work.

A Facility Modification differs from routine maintenance and repair of a court facility, which is the routine, recurring, and generally anticipated work that must be performed periodically throughout the life of a facility to keep the building and its grounds, equipment, and utilities infrastructure in a condition adequate to support their designed level of service. Routine maintenance and repair includes annual or less frequent periodic repairs and replacements of building components and equipment consistent with manufacturers' recommendations or industry-recommended service cycles. While a Facility Modification may either restore or improve a facility's designed level of function, routine maintenance and repair always maintains, without materially improving, the facility and its components at their designed level of function. Routine maintenance and repair is the basic and ongoing work that is needed, as part of ordinary facility operation and management, to keep the facility and its components in a condition adequate to support existing facility operations and to prevent deterioration, break down, and service interruptions.

In some instances, it is difficult to distinguish between a Facility Modification and routine maintenance and repairs. Facility Modifications are distinguished from routine maintenance and repairs based on the scope and complexity of the work to be performed, and the anticipated impact of the work on the ongoing operation of the facility. Factors to be considered in evaluating the scope, complexity, and impact of a project include:

- The amount of time and materials needed to complete the work;
- The number of steps involved in completing the project;
- The type and number of tools required to perform the work;
- The extent to which facility structures or equipment must be altered or moved to complete the project;
- Whether the facility component involved is a substantial part of a major facility system;
- Whether one or more facility systems will be disrupted or taken out of service as a result of the project; and
- Whether the project involves critical facility systems such as life safety or security equipment, HVAC equipment, utilities infrastructure, roofs and other structural components, or accessibility features (i.e., elevators, escalators, doors, parking lots and structures).

Projects of greater scope and complexity or with a more critical impact on the ongoing safe and secure operation of the court facility are more likely to be Facility Modifications; however, for projects that are more difficult to distinguish, case-by-case evaluation is required.

A Facility Modification differs from a capital project, which significantly increases the facility's gross area; substantially renovates the majority (more than 50 percent) of the facility; involves the construction of a new facility or a facility acquisition; or changes the use of the facility, as in a conversion from another use to court use.

B. Judicial Branch Facilities' Customer Service Center (CSC)

The Judicial Branch Facilities' Customer Service Center (CSC) is a 24-hour service center established to receive, track, and control all work statewide related to court facilities. The center is managed by Real Estate and Facilities Management staff, within the Judicial Council's Administrative Division. The CSC is the primary contact point for all Facility Modification requests and all maintenance services. The e-mail address is csc@jud.ca.gov.

C. Facility Modification Budget Allocation Categories

1. Statewide Facility Modifications Planning Allocation

The Statewide Facility Modifications Planning Allocation is the portion of the Facility Modifications budget set aside by the Judicial Council for planning, investigations, and other activities related to the identification, solution analysis or development of Facility Modification requirements, estimates, and plans. This includes studies of issues that may eventually require Facility Modifications as well as full facility assessments used for long-range planning of the Facility Modification program. This budget does not include detailed construction design work, which is incorporated into the cost of each specific Facility Modification.

2. Priority 1 Facility Modifications Allocation

The Priority 1 Facility Modifications Allocation is the portion of the Facility Modification budget set aside by the Judicial Council for performance of emergency Facility Modifications. Due to the unpredictable nature of these Facility Modifications funding must be set aside to ensure an adequate reserve to address any emergencies that may arise over the course of the fiscal year.

3. Planned Facility Modifications Allocation

The Planned Facility Modifications Allocation is the portion of the Facility Modification budget set aside by the Judicial Council for Facility Modifications that the Trial Court Facility Modification Advisory Committee (TCFMAC) has fully vetted and recommended for funding at the beginning of the fiscal year and that are approved by the Judicial Council. Typically these Facility Modifications are considered to be among the highest priority from those *not* funded in the

previous year due to budget constraints. Funds remaining in this allocation after all Planned Facility Modifications have been completed can be reallocated by the TCFMAC among the other Facilities Modification Budget Categories. The Judicial Council will be advised of any such reallocations in the annual information report submitted after the close of each fiscal year. The report also will indicate if any Planned Facility Modifications approved by the council are canceled.

4. Priority 2-6 Facility Modifications Allocation

The remainder of the Facility Modifications budget is set aside by the Judicial Council for Priority 2–6 Facility Modifications that were either not received prior to the beginning of the fiscal year or involved lower-priority work not yet fully vetted and estimated but eligible for funding during the current fiscal year depending on funds available and priority of the requested modification.

This budget allocation is spread over the course of the fiscal year by the TCFMAC to fund requests that are ad hoc or unplanned, but that rank among the highest priority Facility Modifications. The TCFMAC will determine at the beginning of the fiscal year the estimated amount to be used at each of its meetings as part of a plan to stage the work over the course of the year. This will allow for funding decisions at each meeting to ensure funds are spent appropriately and fully for the fiscal year. Based on this funding determination the Judicial Council staff will present a proposed list of Facility Modification at each meeting. The TCFMAC will then approve or disapprove funding for each of the proposed Facility Modifications.

III. Priority Categories

Priority Categories for Facility Modifications

Projects determined to be Facility Modifications will be assigned one of the six priority categories described below. These priority categories are based on methods commonly used by private sector facility management firms. Facility Modifications will be prioritized based on confirmation that the requested project qualifies as a Facility Modification under the criteria in section II(A) above, as well as by priority category, specific justifications, effect on court operations, public and employee safety, risk management and mitigation, funding availability, equity among the courts, implementation feasibility, cost/benefit analysis, planning and design status, contribution to ADA compliance, and status of major capital improvements.

Facility Modifications determined to be Priority 1 will be addressed immediately and regardless of whether the court occupies a shared-use facility. Planned Priority 2–6 Facility Modifications requested for shared-use facilities will be assigned an appropriate

priority category; their prioritization and implementation may be dependent, however, on financial participation by the county that shares the building.

Priority categories for Facility Modifications are as follows:

Priority 1—Immediately or Potentially Critical. A Priority 1 ranking is appropriate where a condition of the facility requires immediate action to return the facility to normal operations or where a condition exists that will become critical if not corrected expeditiously. Such conditions necessitate a Facility Modification to prevent accelerated deterioration, damage, or dysfunction; to correct a safety hazard that imminently threatens loss of life or serious injury to the public or court employees; or to remedy intermittent function, service interruptions, or potential safety hazards. These conditions may include, but are not limited to, major flooding, substantial damage to roofs or other structural building components, or actual or imminent hazardous material release or exposure. Depending on scope, complexity, and impact, a severe deterioration in life safety or security components may also be considered a condition requiring a Priority 1 Facility Modification.

Owing to their critical nature, Priority 1 Facility Modification requests will be addressed immediately by Judicial Council staff using internal procedures—including a method and a process for setting aside funds to address Priority 1 requests— that ensure timely and effective responses to unplanned damage, deterioration, or dysfunction resulting from an emergency or other potentially critical conditions.

Priority 2—Necessary, But Not Yet Critical. A Priority 2 ranking is appropriate where a facility requires a modification to preclude deterioration, potential loss of function or service, or associated damage or higher costs if correction of a condition is further deferred.

Priority 3—Needed. A Priority 3 ranking is appropriate where addressing a Facility Modification will reduce long-term maintenance or repair costs or improve the functionality, usability, and accessibility of a court facility. Such a condition is not hindering to the most basic functions of the facility, but its correction will improve court operations.

Priority 4—Does Not Meet Current Codes or Standards. A Priority 4 ranking is appropriate where a facility or one or more of its components does not conform to current code requirements, despite having complied with all codes in place at the time of initial construction. Such conditions are considered *legally nonconforming*, and their modification to meet current code requirements is generally not required.

Priority 5—Beyond Rated Life, But Serviceable. A Priority 5 ranking is appropriate where a facility is currently adequate to support court operations but, owing to some

condition, cannot be expected to fully and properly function as designed for more than one year without the requested Facility Modification.

Priority 6—Hazardous Materials, Managed But Not Abated. A Priority 6 ranking is appropriate for a Facility Modification where a facility contains hazardous materials, such as asbestos or lead-based paints, that are managed in place and not yet abated.

IV. Process for Requesting and Prioritizing Facility Modifications

A. Requesting Facility Modifications

Potential Facility Modifications will be identified by court and Judicial Council personnel through requests made to the CSC. The Judicial Council staff in collaboration with the local court staff will

- Confirm that each requested project is a Facility Modification under the criteria set forth above in section II;
- Assign a priority category to each request;
- Resolve any questions and develop a preliminary cost estimate; and
- Finalize the scope of the Facility Modification.

1. Priority 1 Requests. Owing to their critical nature, Priority 1 requests will be addressed immediately by Judicial Council staff using internal procedures that ensure timely and effective responses to unplanned damage, deterioration, or dysfunction resulting from an emergency or other potentially critical conditions. Judicial Council staff will report to the TCFMAC on all Priority 1 requests as part of the next scheduled TCFMAC meeting.

2. Priority 2–6 Requests. Requests for Priority 2–6 Facility Modifications will be tracked by the Judicial Council staff and the courts using the Judicial Council’s Computer Aided Facility Management (CAFM) database. Each request will outline the problem to be addressed and state the impact if the problem is not addressed. Requests will be processed by CSC staff and tracked in CAFM.

B. Prioritizing Requests for Priority 2–6 Facility Modifications

The following criteria will be used in ranking of all noncritical Facility Modifications:

- priority category
- specific justifications, effect on court operations
- public and employee safety and security, and risk management
- funding availability
- equity among the courts
- implementation feasibility
- cost/benefit analysis

- design and plan status,
- contribution to ADA compliance
- planned major capital improvements

C. Trial Court Facility Modifications Advisory Committee: Duties and Procedures

The TCFMAC will meet as needed to review the Judicial Council staff prepared reports, which will include a suggested ranked list of all proposed Facility Modifications with fully developed scopes of work and cost estimates as well as current funding availability. The total cost of all modifications on the draft ranked list may not exceed total available funding for the current fiscal year. Based on a review of the Judicial Council reports and any other available information, the TCFMAC will determine which modifications to recommend for funding in the current fiscal year and which should be deferred for future consideration based on funding availability. The TCFMAC may also determine that certain items do not qualify as Facility Modifications and remove them from the list of recommended projects.

D. Trial Court Facility Modifications Advisory Committee: Annual Recommendation to the Judicial Council

1. The Legislature appropriates funding to the annual Facility Modification budget (annual budget) out of the State Court Facilities Construction Fund and the Immediate and Critical Needs Account.
2. Based on the annual budget, the Judicial Council staff to the TCFMAC will develop a proposed allocation among the four Facility Modification Budget Allocation Categories and a list of potential Planned Facility Modifications.
3. The TCFMAC will consider the Judicial Council staff proposal and develop a recommended allocation among the four Facility Modification Budget Allocation Categories; Priority 1 Facility Modifications, Statewide Facility Modification Planning, Planned Facility Modifications, and Priority 2–6 Facility Modifications.
4. The TCFMAC will also use this Judicial Council staff proposal to determine if there are high priority Facility Modifications that should be funded with the Planned Facility Modification allocation. A list of proposed Planned Facility Modifications, if any, will be developed, and will include the location, a short description, and estimated cost of each Planned Facility Modification. Based on the Annual Budget, the TCFMAC may recommend all funding be preserved for use on the highest priority Facility Modifications throughout the year and not recommend any Planned Facility Modifications.
5. The TCFMAC’s draft recommendations of the proposed funding allocation and

the list of Planned Facility Modifications will be made available to the trial courts for comment by posting them on Serranus and emailing them to the presiding judges and the court executive officers. The comments and the TCFMAC's responses will be included with the final recommendations in a report to the Judicial Council.

6. Based upon comments received, the TCFMAC will determine its final recommended funding allocation and list of Planned Facility Modifications, which will be presented to the council for review and approval.
7. This policy, the budget allocations, and list of Planned Facility Modifications approved by the Judicial Council will be the basis on which the TCFMAC and the Judicial Council staff, in collaboration with the local courts, will proceed to implement Facility Modifications.
8. During the fiscal year, justifiable reasons may arise for reallocating funds among the four Facility Modification budget allocations—Statewide Facility Modification Planning, Priority 1, Planned, and Priorities 2–6. Under this policy, the Judicial Council delegates to the TCFMAC the authority to redistribute funds among the four budget allocations as necessary to ensure that the funds are used in the fiscal year and are used for the highest priority Facility Modifications, consistent with this policy and the criteria outline in section IV(B) above. All reallocations will be reported to the council as part of the annual report on the activities of the TCFMAC.
9. The Judicial Council also delegates to the TCFMAC the authority to approved Priority 1 and 2 Facility Modifications between the beginning of the fiscal year and the Judicial Council's approval of the annual budget allocation and list of Planned Facility Modifications. This is necessary to ensure that emergency and necessary Facility Modifications that could impact court operations are not delayed. The TCFMAC will not expend more than 20% of the annual budget prior to the Judicial Council's approval.

E. Trial Court Facility Modifications Advisory Committee: Annual Informational Report

The TCFMAC will develop an informational annual report summarizing its activities during the preceding fiscal year. Like the annual budget allocation recommendation, this report will be provided to the courts for comment in the same manner as the recommendations to the Judicial Council outlined above.

This report will be developed in the second quarter of the new fiscal year after all data is available and analyzed for the preceding year. This report will include data on actual

expenditures, requests received, any backlog of work based on industry standard major facility systems, funding of modifications by priority, time required to complete each project, cancellation of any council-approved projects, redistribution of funding between categories, and other significant TCFMAC activities.

F. Trial Court Facility Modifications Advisory Committee: Quarterly Report

The TCFMAC will develop a quarterly report to provide to the council as an informational item. The report will include a list of all Facility Modifications funded during the quarter, as well as any reallocation of fund between the funding categories.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 1/16/2015

Information Only Item 2

Summary:

The newly established Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee* has been included in the meeting materials.

Supporting Documentation:

- Cal. Rule of Court 10.65, *Trial Court Facility Modification Advisory Committee*

Action Requested:

None

1 **Rule 10.65. Trial Court Facility Modification Advisory Committee**

2
3 **(a) Area of focus**

4
5 The committee makes recommendations to the council on facilities modifications,
6 maintenance, and operations; environmental services; and utility management.

7
8 **(b) Additional duties**

9
10 In addition to the duties specified in rule 10.34, the committee:

- 11
12 (1) Makes recommendations to the council on policy issues, business practices,
13 and budget monitoring and control for all facility-related matters in existing
14 branch facilities.
- 15
16 (2) Makes recommendations to the council on funding and takes additional
17 action in accordance with council policy, both for facility modifications and
18 for operations and maintenance.
- 19
20 (3) Collaborates with the Court Facilities Advisory Committee in the development
21 of the capital program, including providing input to design standards,
22 prioritization of capital projects, and methods to reduce construction cost without
23 impacting long-term operations and maintenance cost.
- 24
25 (4) Provides quarterly and annual reports on the facilities modification program
26 in accordance with the council policy.

27
28 **(c) Membership**

29
30 The committee consists of members from the following categories:

- 31
32 (1) Trial court judges; and
33
34 (2) Court executive officers.

35
36 The committee includes the chair and vice-chair of the Court Facilities Advisory
37 Committee, as nonvoting members.

38
39 **Advisory Committee Comment**

40
41 The Judicial Council policy referred to in the rule is contained in the *Trial Court Facility*
42 *Modifications Policy* adopted by the council.