



JUDICIAL COUNCIL  
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
[tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov)

**TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE**

**OPEN MEETING WITH NO 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

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**Date:** April 13, 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

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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.

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

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**Call to Order and Roll Call 10:00 AM**

**Approval of Minutes**

Approve minutes of the March 6, 2015 and March 30, 2015 Trial Court Facility Modification Advisory Committee meetings.

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**II. ACTION ITEMS (ITEMS 1 – 6)**

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

**Summary:** Ratify emergency facility modifications from List A.

**Action Requested:** Staff recommends 42 projects for a total of \$627,281 to be paid from funds previously encumbered for emergency funding.

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Action Item 2 – (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 66 projects for a total of \$448,660 to be paid from funds previously encumbered for facility modifications less than \$50K.

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Action Item 3 – (Action Required) – List C – Cost Increases Over \$50K**

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

**Action Requested:** Staff recommends two projects for a total cost increase to the Facility Modification Program Budget of \$322,238.

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Action Item 4 – (Action Required) – List D – Facility Modifications Over \$50K**

**Summary:** Review recommended facility modifications over \$50K from List D.

**Action Requested:** Staff recommends nine projects for a total cost to the Facility Modification Program Budget of \$2,126,724

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Action Item 5 – (Action Required) – Project Funding Consideration – Santa Barbara Superior Court**

**Summary:** Consideration of project to construct three attorney/client rooms required to facilitate the move of Santa Barbara Superior Court juvenile proceedings to the Jury Assembly Building

**Action Requested:** Review and approve project for funding

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Action Item 6 – (Action Required) – Updated Prioritization Methodology**

**Summary:** Review changes to updated Prioritization Methodology

**Action Requested:** Review and approve updated draft of Prioritization Methodology

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

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**III. DISCUSSION ITEMS (ITEMS 1 - 6)**

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**Discussion Item 1 – Merced Superior Court Project Request**

**Summary:** Priority 3 project request: Merced Superior Court – Old Court flooring, chairs and driveway

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Discussion Item 2 – Elevator Entrapments**

**Summary:** Discuss elevator entrapment trends at Compton Courthouse and Gordon Schaber Courthouse as related to elevator upgrade projects in both buildings.

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Discussion Item 3 – Possible Introduction of Priority 7**

**Summary:** Discuss the potential for adding a Priority 7 status into the Facility Modification policy

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Discussion Item 4 – Approved, But Deferred Project Backlog**

**Summary:** Report on Approved projects that are in a Deferred status

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Discussion Item 5 – Window Washing Program**

**Summary:** Report on Window Washing Program from FY 2013-2014

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

**Discussion Item 6 – Committee Nomination and Reappointment Process**

**Summary:** Discuss committee membership nomination and reappointment process

**Presenter:** Mr. Patrick McGrath, Facilities Operations Manager

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**IV. ADJOURNMENT**

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

March 6, 2015  
12:05 p.m. – 1:05 p.m.  
Teleconference Meeting

**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, Mr. Michael M. Roddy, Ms. Jeanine D. Tucker

**Advisory Body Members Absent:** Hon. Patricia M. Lucas, Hon. Brad R. Hill, Ms. Linda Romero-Soles, Ms. Christina M. Volkers

**Others Present:** Mr. Curt Soderlund, Mr. Gerald Pfab, Mr. Patrick McGrath, Ms. M.R. Gafill Malloy, Mr. Nick Turner, Mr. Kenneth Kachold, Ms. Angela Guzman, Ms. Michele Allan, Ms. Eunice Calvert-Banks, Ms. Theresa Dunn, Mr. Brad Boulais, Mr. Price Eres, Mr. Dan Hutton, and Ms. Hilda Iorga

OPEN MEETING

**Call to Order and Roll Call**

The chair called the meeting to order at 12:05 p.m. and took roll call.

**Approval of Minutes**

The advisory body reviewed and approved the minutes of the January 16, 2015 Trial Court Facility Modification Advisory Committee meetings.

PUBLIC WRITTEN COMMENT

No public comments were received.

ACTION ITEMS (ITEMS 1-7)

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

**Summary:** Ratify emergency facility modifications from List A.

**Action:** *Reviewed and ratified 70 projects for a total of \$1,266,206 to be paid from funds previously encumbered for emergency funding.*

**Action Item 2 – (Action Required) – Priority 1 Funding – Reallocation of Funding**

**Summary:** Review and discuss Priority 1 funding.

**Action:** *The committee approved a reallocation of \$986,000 from Funding Hold Projects (i.e. projects that have been approved for funding, but have not received shared cost commitments from their*

*respective counties). This reallocation supports a projected Priority 1 project spend of \$11.5 million this fiscal year. April and May planned FM spending will be adjusted accordingly. This reallocation is not expected to be an annual need.*

**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: Reviewed and ratified 107 projects for a total of \$946,617 to be paid from funds previously encumbered for facility modifications less than \$50k. The committee asked if FMU would seek reimbursement from the Sheriff's Department for FM-0054409, which necessitates concrete repair resulting from Sheriff's bus impact to a bollard at the New San Bernardino Courthouse. FMU has already begun reimbursement discussions and requirements.*

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

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

*Action: Reviewed and ratified one project for a total cost increase to the Facility Modification Program Budget of \$257,716.*

**Action Item 5 – (Action Required) - List D – Facility Modifications Over \$50K**

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

*Action: Reviewed six projects for a total cost to the Facility Modification Program Budget of \$2,470,997.*

**Action Item 6 – (Action Required) - List F – Court-Funded Facilities Requests (Facility Modifications and Lease Extensions)**

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

*Action: Reviewed and approved two Court-Funded Facilities Requests (Facility Modifications) from San Francisco and Los Angeles Superior Courts, as well as three Lease Extensions for Placer, Stanislaus, and Tulare Superior Courts.*

**Action Item 7 – (Action Required) – Trial Court Facility Modification Quarterly Activity Report, Quarter 2 of Fiscal Year 2014-2015**

**Summary:** Review draft report *Trial Court Facility Modification Quarterly Activity Report, Quarter 2 of Fiscal Year 2014-2015*.

*Action: The committee provided approved to move the report to the Judicial Council as an information only item at the April 16-17, 2015 Judicial Council meeting.*

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**DISCUSSION ITEMS (ITEMS 1 – 3)**

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**Discussion Item 1**

**Summary:** Reviewed a Priority 3 project request for additional parking space at Larson Justice Center in Riverside County. The committee asked staff to investigate if Riverside County will cooperate in paying its share of the potential project.

**Discussion Item 2**

**Summary:** Judicial Council staff indicated that the deadline for courts to submit Court-Funded Facilities Requests is March 23, 2015. This is to ensure the committee can approve projects and staff can encumber funds in time to meet fiscal year-end requirements.

**Discussion Item 3**

**Summary:** The committee and staff discussed the May 2015 meeting, which will be held in Los Angeles with tours of the Stanley Mosk Courthouse, Clara Shortridge Foltz Criminal Justice Center, and Van Nuys East and West Courthouses. Staff will prepare all travel and meeting logistics and reach out to committee members.

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**ADJOURNMENT**

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There being no further open meeting business, the meeting was adjourned at 12:53 p.m.

Approved by the advisory body on .



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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE  
**MINUTES OF OPEN MEETING WITH CLOSED SESSION**

March 30, 2015

12:00 p.m. – 1:00 p.m.

Out-of-Cycle Teleconference Meeting

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**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. Jeanine D. Tucker, Ms. Christina Volkers

**Advisory Body Members Absent:** Hon. Patricia M. Lucas, Hon. Brad R. Hill, Ms. Linda Romero-Soles, Mr. Michael Roddy

**Others Present:** Mr. Curt Soderlund, Mr. Gerald Pfab, Mr. Patrick McGrath, Ms. M.R. Gafill Malloy, Mr. Kenneth Kachold, Ms. Michele Allan, Mr. Price Eres, Mr. Daniel Gonzales, and Ms. Hilda Iorga

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**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**

No minutes were reviewed at this meeting.

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**PUBLIC WRITTEN COMMENT**

No public comments were received.

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**ACTION ITEMS (ITEM 1)**

**Action Item 1 – (Action Required) - List F – Court-Funded Facilities Requests (Facility Modifications and Lease Extensions)**

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

**Action:** *Reviewed and approved thirteen Court-Funded Facilities Requests (Facility Modifications) from Fresno, Los Angeles, Monterey, Placer, Sacramento, San Bernardino, and San Diego Superior Courts.*

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**ADJOURNMENT**

There being no further open meeting business, the meeting was adjourned at 12:19 p.m.

Approved by the advisory body on .



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TRIAL COURT FACILITY MODIFICATION  
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Meeting Date: 4/13/2015

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

**Summary:**

List A – Emergency Facility Modification Funding (Priority 1)

Total Project Count:	42
Total Potential FM Budget Share of Cost:	\$627,281

**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).





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TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

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Trial Court Facility Modification  
**Emergency and Priority 1 (List A)**  
2/14/2015 to 3/20/2015  
Meeting Date 4/13/2015

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET %
1	FM-0054578	Los Angeles	Norwalk Courthouse	19-AK1	1	Elevators, Escalators, & Hoists - Judge's Elevator #6 replaced Sheave and Bearing Assembly. Due to wear and tear and an elevator state inspector issued preliminary order to repair the sheave assembly, the sheave assembly on the judge's elevator #6 car top needs to be replaced.	\$ 40,774	\$ 34,670	In Work	85.03
2	FM-0054585	Los Angeles	Pasadena Courthouse	19-J1	1	HVAC - Failed and Failing Valves - Remove and replace two (2) butterfly isolation valves on the AHUs hot water pipe, valve is bypassing hot water in the closed position. Remove and replace three (3) 3-way heating control valves and six (6) on bypass piping to restore heating. AHU #5 is not supplying heating to the 5th floor. Existing heating control valves of AHU #5 are non-operational, internal parts of heating control valve are seized. Body of heating control valve is leaking hot water due to deterioration.	\$ 15,076	\$ 10,455	Complete	69.35
3	FM-0054587	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Replace return shaft and related components, pulleys, belts, bearings, and motor on air handler unit. The return shaft on air handler unit 4-1 is broken, shaft and multiple related components need to be replaced to make the unit operational.	\$ 46,910	\$ 32,269	In Work	68.79
4	FM-0054589	Los Angeles	Beverly Hills Courthouse	19-AQ1	1	Electrical - Replace defective door operator and safety edge. Material Used (115 V Power master door operator with 3/4, HP motor, Drive chain, Manual Hand Chain, Safety Edge 13 10, Take up reel 16, Receiver and, Bypass pulley). Restore normal operations to Judge's roll-up gate. Judge's roll-up gate is not operating and currently in the closed position, clutch is jammed.	\$ 5,560	\$ 4,421	Complete	79.52
5	FM-0054590	Butte	Butte County Courthouse	04-A1	1	Roof - Roof Leaks - Cut back damaged roof areas and patch in the roof where the leaks are causing water intrusion in courtroom 3, Judges Chambers, main public corridor, and public transaction area.	\$ 4,072	\$ 4,072	In Work	100
6	FM-0054591	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	HVAC - Water remediation, set up containment, dry leak affected areas, replace failed pressure release piping. Water is leaking into the sheriff's locker room, coming from steamer pressure release piping.	\$ 9,550	\$ 6,569	In Work	68.79
7	FM-0054595	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	1	Electrical - Replace defective 2500 AMP breaker. The 2500 AMP breaker that feeds the mechanical equipment in the building has tripped causing all HVAC equipment to be inoperable. Installed a temporary 2500 AMP breaker for 5 days until the 2500A AMP breaker arrived for install.	\$ 45,000	\$ 31,496	In Work	69.99
8	FM-0054596	Los Angeles	Whittier Courthouse	19-AO1	1	Plumbing - Set up ACM containment, create 16 SF opening in the wall, and replace copper pipe. There is currently a leak coming from a 1-1/4" domestic copper water supply line located in the pipe chase between the basement and first floor. Work also included the removal and replacement of 25 SF of wall tile.	\$ 13,637	\$ 13,637	Complete	100
9	FM-0054597	Los Angeles	Pomona Courthouse South	19-W1	1	Electrical - Restore operation to the magnetic starter. The magnetic starter coil that serves the supply fan motor VFD of AHU #4 is not energizing causing the supply fan to be inoperable.	\$ 4,963	\$ 4,523	In Work	91.14
10	FM-0054612	Los Angeles	Torrance Courthouse	19-C1	1	Exterior Shell - Replace defective locking clips and straighten link rods. Sheriffs roll up gate was stuck in the open position.	\$ 10,467	\$ 8,912	In Work	85.14
11	FM-0054613	Los Angeles	Whittier Courthouse	19-AO1	1	Roof - Set up ACM containment, dry leak affected areas, and replace damaged roof materials. There is currently rain water leaking into the 1st floor public defenders office coming from a damaged area of the roof.	\$ 13,869	\$ 13,869	In Work	100



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Trial Court Facility Modification  
**Emergency and Priority 1 (List A)**  
2/14/2015 to 3/20/2015  
Meeting Date 4/13/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET %
12	Los Angeles	Pomona Courthouse South	19-W1	1	Roof - Water remediation, set up ACM containment and drying equipment to expedite the drying process. Water leaked through a section of deteriorated roof under the cooling towers. The source of the leak was runoff water from performing PMs on the cooling towers. Water leaked through the ceiling tiles in the 7th floor secured hallway. No offices are affected only the 7th floor secured hallway.	\$ 12,811	\$ 12,811	In Work	100
13	San Diego	County Courthouse	37-A1	1	Elevators, Escalators, & Hoists - Replaced Run Timer Board and Predictor Board. Elevator #7 was not functioning and was caught between Lobby and second floor.	\$ 3,281	\$ 3,281	Complete	100
14	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Electrical - Install new conduit and controls for generator cooling system and replace (1) 225 AMP transfer control module. The cooling tower is not responding due to failed wiring. Currently unable to perform generator test.	\$ 13,825	\$ 9,510	In Work	68.79
15	Los Angeles	Torrance Courthouse	19-C1	1	Elevators, Escalators, & Hoists - Replace starter coil relay. Judge's elevator #5 has a bad starter coil relay, causing elevator to not operate correctly.	\$ 8,227	\$ 7,004	Complete	85.14
16	Lassen	New Susanville Courthouse	18-C1	1	HVAC- Replace failed/faulty Leibert unit on rooftop. Isolate and remove the existing condensing unit (OM00037053) & install a new like for like model condensing unit. Unit is not in operation at this time. This unit serves to cool the court IT room.	\$ 21,257	\$ 21,257	In Work	100
17	San Mateo	Hall of Justice	41-A1	1	Plumbing - Flush Valves - Replace 30 failed angle stops and Flush Body Valves. In the evenings the toilets continually run and overflow onto the floor flooding the court and file room damaging files, and the court space. This is to avoid another costly flood that led to remediation and replacement of ceiling tiles, sheet rock, and carpet.	\$ 38,737	\$ 38,737	In Work	100
18	Santa Clara	Downtown Superior Court	43-B1	1	Interior finishes - Toilet seals have failed causing extensive water damage to surrounding plaster walls - Disconnect and remove 6ea wall hung toilets and flush valves - Set up all required containment for ACM removal - Remove approx 150 sqft ACM - This includes 9 X 9 floor tiles and under laying mastic - Remove and dispose of 300 sqft of wall plaster material - Remove containment and properly dispose of. Re-install 300 SqFt of button board, lathe and plaster where removed - match existing.	\$ 63,372	\$ 63,372	In Work	100
19	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Flood Remediation, Approximately 6,500 SF over four floors. Replace flush valve in restroom, contain leaking, and set up containments in Dept.72 Courtroom, Dept.68 Courtroom and Judge's Chamber Room 711C. Water extraction, clean-up, and environmental testing. Water leaked from a stuck flush valve inside a private restroom on the 8th floor. The water penetrated to the 6th floor.	\$ 13,657	\$ 13,657	In Work	100
20	Los Angeles	Parking Structure-Edelman Court	19-Q2	1	Elevators, Escalators, & Hoists - Reline Elevator #1 brakes, take brakes to machine shop to be relined. Install brakes and return elevator to service. Elevator breaks are worn, causing elevator to not level properly on floors. This is a tripping hazard and safety issue.	\$ 15,883	\$ 11,117	Complete	69.99
21	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	1	Electrical- Replace defective 150Hp power supply fan motor and 150Hp VFD. There is a ground fault in the electrical distribution system that supports all of the HVAC mechanical equipment that is causing circuit breakers to trip.	\$ 13,809	\$ 9,665	In Work	69.99



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Trial Court Facility Modification  
**Emergency and Priority 1 (List A)**  
2/14/2015 to 3/20/2015  
Meeting Date 4/13/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET %
22	Los Angeles	Compton Courthouse	19-AG1	1	Plumbing - Cracked drain line cause water fountain leak. Removed/replaced cracked 1½in P-trap and fittings to the drinking fountains drain line. Set up 10x10 containment. Environmental testing.	\$ 13,859	\$ 13,859	In Work	100
23	Los Angeles	El Monte Courthouse	19-O1	1	Electrical - Install a new 400 A, Automatic Transfer Switch, 600 V to restore electrical power. The original ATS #2 failed to switch back to building power and caused a partial power outage in the building. There was no power to the elevators, stairwell lighting, and the air handler units. This issue occurred after a rain storm caused a power outage in the building.	\$ 27,498	\$ 15,982	In Work	58.12
24	Los Angeles	Van Nuys Courthouse West	19-AX2	1	HVAC - Approx. 38 VAV universal volume controls for the damper actuator need to be replaced, No pneumatic control. Temperature is too hot in some areas and too cold in other areas.	\$ 11,750	\$ 11,750	In Work	100
25	Los Angeles	Van Nuys Courthouse West	19-AX2	1	HVAC - 3rd flr AHU is nonoperational and there is no cold air supply, hot air supply or return air. Replace 3 VFDs - Hot deck supply 7.5hp motor drive and return 10hp drive, cold deck 30hp drive.	\$ 15,595	\$ 15,595	In Work	100
26	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Water remediation, contained leaking, environmental testing, dried leak affected areas and cleared drain lines in RR. A sink overflowed, flooded the deliberation room men's RR in the 4th flr Courtroom K. Water seeped thru floor and leaked into the 3rd flr Courtroom F.	\$ 9,842	\$ 8,369	Complete	85.03
27	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevators, Escalators, & Hoists - Install new drive chain and replace damaged washer on non-reversal device in escalator 1-2. The escalator drive chain is currently stretched and is hitting the access cover which could cause the chain to come off and the escalator to stop moving.	\$ 6,616	\$ 6,616	Complete	100
28	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevator - Installation of two P.I. driver boards and one input/output board on the freight elevator. This work was completed as a P1 emergency due to the failure of #1 freight elevator in-car floor indicator panel creating a safety issue.	\$ 7,166	\$ 6,970	Complete	97.26
29	Alameda	Hayward Hall of Justice	01-D1	1	HVAC - Replace failed gas pressure regulating valve on boiler.	\$ 8,954	\$ 8,954	In Work	100
30	Los Angeles	Downey Courthouse	19-AM1	1	Elevators, Escalators, & Hoists - Replace control switch and seal for elevator #4. This work was completed as a P1 emergency due to the control switch malfunctioned and caused the elevator to stop and not respond causing an entrapment and safety issue. Also a worn shaft seal went out causing oil to leak out onto the floor causing a slip hazard.	\$ 13,179	\$ 13,179	In Work	100
31	Los Angeles	East Los Angeles Courthouse	19-V1	1	Plumbing - Hot domestic water pipe leaked inside a wall in women's public RR, 2nd flr affecting (2) rooms. Water damage remediation in rm G13 & Public women's RR. Remove/replaced 180sq.ft. ceramic tile to access leak source. Replace 4ft of Copper Piping on Domestic Water Line. Environmental testing, Remediation work performed under positive ACM/Lead conditions.	\$ 35,000	\$ 27,202	In Work	77.72
32	Monterey	Salinas Courthouse-North Wing	27-A1	1	Plumbing - Replace (1) failed vacuum pump.	\$ 3,051	\$ 3,051	In Work	100



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

2/14/2015 to 3/20/2015

Meeting Date 4/13/2015

FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET %
33	Los Angeles	Norwalk Courthouse	19-AK1	1	Plumbing - Leak Mitigation - Removed and replaced a 3' section of 2" cracked drain line, the source of the leak is a cracked drain pipe above the ceiling in Courtroom B. Water leaked through the ceiling tiles of Courtroom B. Performed water remediation in Courtroom B. Set up containment, drying equipment, and remove ACM fireproofing over spray from a drain pipe.	\$ 14,181	\$ 14,181	Complete	100
34	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Water remediation - Set up containments, and dry leak affected areas (approximately 2,000 SF), clean up, and restore main drain line. 5th floor Public Men's Restroom main drain line is backed up, urinals overflowed. Water went down pipe chase 3rd floor to 1st floor. Elevators #5 & #9 have water on top of cabs and in elevator pits.	\$ 13,856	\$ 13,856	In Work	100
35	San Mateo	Traffic/Small Claims Annex	41-A2	1	Parking lot - Remediate rain related flood damage caused by blocked sump pump drain which limited flow through system drains. Install drain screens to mitigate future issues. Areas impacted by flood water are courtroom, chambers, public lobby, file area.	\$ 14,663	\$ 14,663	In Work	100
36	Los Angeles	Torrance Courthouse	19-C1	1	Elevators, Escalators, & Hoists - Install newly fabricated Selector Tape Deflector Sheaves. Elevator #5 Selector Tape Bearing worn out and requires replacement.	\$ 35,558	\$ 35,558	Complete	100
37	Los Angeles	Van Nuys Courthouse West	19-AX2	1	HVAC - Failing Chiller #1 - Chiller #1 requires the replacement of the failed Vane Assembly, the actuator is not functioning which is creating a very hot situation for the entire courthouse.	\$ 11,865	\$ 9,554	In Work	80.52
38	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Plumbing - Water remediation, containments, environmental testing, emergency clean up, 4th Floor leak on 1 1/4 Black Iron Pipe Chilled Water Supply Line and a 2 1/2 cold/chilled water pipe. Water system is/was completely drained down to the 4th floor. Replacement parts included: 8 of 1 1/4 Cooper Pipe, (1) 1 1/4 MIP, (1) 1 1/4 Union, (1) 1 1/4 Coupling, (1) 1 1/4 Ball Valve.	\$ 35,000	\$ 35,000	In Work	100
39	Madera	Madera County Superior Court	20-A1	1	HVAC-100 ton rooftop Chiller is operating at 50% capacity due to malfunctioning solenoid valves. Chiller is currently shutting down on low pressure due to the valves not opening to allow refrigerant to flow so that the chiller can cool the courthouse. The Chillers current state does not have the capacity to cool the building in warmer temperatures 75 degrees and above. Replacement valves are essential for the chiller to reach its full operating potential.	\$ 3,000	\$ 3,000	In Work	100
40	San Diego	County Courthouse	37-A1	1	HVAC - Replaced 4' section of galvanized steel 2.5" chilled water return line. The chilled water return line for AHU SBM-2 failed causing a leak.	\$ 6,322	\$ 4,831	Complete	76.42
41	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Elevators, Escalators, & Hoists - Replaced brakes. Escalator 3-2 was tagged out by state inspector and needed brake replacement.	\$ 9,252	\$ 7,446	Complete	80.48
42	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevators, Escalators, & Hoists - Replaced four rail anchor bolts, realigned the rail and counterweight guides. Freight elevator #1 was out of service due to a scraping noise on the side railing when the car was traveling.	\$ 2,427	\$ 2,361	In Work	97.26
						<b>\$ 713,371</b>	<b>\$ 627,281</b>		



JUDICIAL COUNCIL  
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TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

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

**Summary:**

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

Total Project Count:	66
Total Potential FM Budget Share of Cost:	\$448,660

**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).



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TRIAL COURT FACILITY MODIFICATION  
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Trial Court Facility Modification

**FM's Less Than \$50K (List B)**

2/14/2015 to 3/20/2015

Meeting Date 4/13/2015

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	Los Angeles	Torrance Courthouse	19-C1	2	Interior Finishes - Sand & polish marble walls in elevator lobby's on floors 2, 3, 4 & 5. There is currently graffiti on multiple marble walls in elevator lobby's on multiple floors which could cause safety concerns for the public.	\$ 8,686	\$ 7,395	In Work	85.14
2	Los Angeles	Alhambra Courthouse	19-I1	2	Vandalism - Sand and paint restroom walls & partitions to match existing and replace vandalized faucets. Multiple walls and partitions as well as faucets in the Women's public restrooms have been vandalized.	\$ 4,962	\$ 4,267	In Work	86
3	Los Angeles	Norwalk Courthouse	19-AK1	2	Vandalism - Scrape and paint partition walls, doors and door frames inside public restrooms on multiple floors and replace broken locks on stalls. There is currently graffiti engraved into multiple door frames, doors and partition walls in public restrooms as well as multiple broken locks on the restroom stalls.	\$ 4,381	\$ 3,725	In Work	85.03
4	Los Angeles	Compton Courthouse	19-AG1	2	Plumbing - Replace existing Cla-val DC 8" backflow with new Wilkins 350 DA 8" backflow assembly. Current backflow device has failed testing & is beyond repair, replacement is code required.	\$ 13,592	\$ 8,988	In Work	66.13
5	Los Angeles	Santa Clarita Courthouse	19-AD1	2	Interior Finishes - Replace existing door closer with new Doromatic 2520 RH Closer & adjust exit hard to work with new closer. Entrance door into Dept. 1 is not currently working properly, a new door closer must be installed to prevent security issues.	\$ 2,941	\$ 2,941	In Work	100
6	Contra Costa	Arnason Justice Center	07-E3	2	Electrical - Replace a total of 30 light bulbs with LED light bulbs; 14 have failed; lights are 25 feet off the floor and require a lift; requires off hour installation - LEDs will last longer, save energy and maintenance costs.	\$ 4,555	\$ 4,555	In Work	100
7	Los Angeles	Santa Monica Courthouse	19-AP1	2	Vandalism - Apply wood filler, then sand and stain wooden dividers & doors as well as replace glass and add anti-graffiti film to phone booth windows. There is currently heavy vandalism carved into the wood and glass of phone booths in public hallways on multiple floors.	\$ 13,668	\$ 10,728	In Work	78.49
8	Los Angeles	Beverly Hills Courthouse	19-AQ1	2	Interior Finishes - Remove existing graffiti damaged window film, install solar window film on approx. (128) windows. There is currently graffiti on existing window film and it is also faded and cracking.	\$ 9,932	\$ 7,898	In Work	79.52
9	Los Angeles	Van Nuys Courthouse East	19-AX1	2	Vandalism - Resurface and refinish wood benches, replace (2) wood doors near jury area, and replace (2) porcelain sinks in public restroom. Currently there are multiple wood benches, wood doors, and porcelain sinks throughout the public areas of the courthouse that have been vandalized.	\$ 9,296	\$ 8,342	In Work	89.74



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2/14/2015 to 3/20/2015

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10	Los Angeles	Van Nuys Courthouse East	19-AX1	2	Vandalism - Grounds and Parking - Remove and replace (9) exterior recessed wall light fixtures, (5) bollard light posts, and multiple missing covers for hose bibs. Currently there are multiple light posts, light fixtures, hose bibs, walls, and walkways around the exterior of the facility that have been vandalized and could become a safety issue for the public.	\$ 6,530	\$ 5,860	In Work	89.74
11	San Diego	East County Regional Center	37-I1	2	Interior Finishes - Leak Remediation - Replace damaged drywall and tile behind toilets, replace bottom plates and tie new partial studs into existing studs. The metal framing has been compromised due to a minor undetectable leak over several years. The leak has settled in a metal framing track and has dripped down through an enclosed plumbing shaft.	\$ 3,652	\$ 2,473	In Work	67.71
12	Los Angeles	Parking Structure Lot 48 Van Nuys Court Complex	19-AX6	2	Grounds and Parking - Failed UPS System - Remove and replace the failed UPS System that supports the way finding and egress lighting in the parking garage. System is non-operational and is required as emergency power for egress lighting.	\$ 13,149	\$ 11,800	Project Development	89.74
13	San Diego	Kearny Mesa - Traffic Court KM3 Trailer	37-C2	2	HVAC - Replace Bard wall mount package unit, thermostat, electrical connections and condensate piping. Existing Bard A/C unit needs to be replaced, evaporator has deteriorated and is not working.	\$ 12,791	\$ 12,791	In Work	100
14	Madera	Sierra Courthouse	20-D1	2	Exterior Shell - Spot treat infected wood and beams at the main entrance of the building for wood boring beetles and Fabricate 6 copper sleeves to prevent further damage from happening - Currently the beams have been temporary sealed and painted, with the beams being exposed to the weather year around these types of repairs will have to be done every year.	\$ 10,239	\$ 6,963	Project Development	68
15	San Diego	Juvenile Court	37-E1	2	Fire Protection - Replace failed/obsolete server room 159 and 160 halon suppression system. The project will include new FM-200 Clean Agent system, demolition of existing piping and electrical components, connection and programming to the existing Notifier 640 fire panel, control relays, modules, fittings, PAM relay, and final testing and certification. Work will be performed after hours.	\$ 41,785	\$ 31,180	Project Development	74.62
16	Humboldt	Humboldt County Courthouse (Eureka)	12-A1	2	Electrical - add E- power outlet in closet - install 1 - e power outlet in Telecom closet, during last earthquake power was lost to essential building equipment.	\$ 2,087	\$ 2,087	In Work	100





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17	FM-0054619	Mendocino	County Courthouse	23-A1	2	Interior Finishes - Fabricate and install aluminum handrail transition pieces due to numerous trip and falls on the existing steps. One each at 68" aluminum handrail and components and one each at 15' aluminum intermediate handrail and components.	\$ 8,428	\$ 5,699	In Work	67.62
18	FM-0054620	Contra Costa	Family Law Center	07-A14	2	HVAC - IT Room's Split System is Down - Remove and replace one failed compressor and one filter dryer - Excessive heat in the IT Room can damage computer equipment causing disruption to Court activities.	\$ 3,329	\$ 3,329	In Work	100
19	FM-0054621	Los Angeles	Chatsworth Courthouse	19-AY1	2	Vandalism - Sand, scrape, prep, and paint walls & partitions; install approx. 100 sq. ft. of anti graffiti film on mirrors. There is currently graffiti on multiple walls and partitions inside the public restrooms which could cause a safety issue for the public; mirrors currently do not have anti graffiti film leaving them exposed to vandalism.	\$ 4,215	\$ 3,532	In Work	83.8
20	FM-0054624	Los Angeles	Metropolitan Courthouse	19-T1	2	HVAC - Replace existing circuit setters with new spool pieces and install (2) new Hoffmann air bleeds on suction. Current circuit setters are starving the hot water pumps, restricting water flow, which could cause the pumps to fail.	\$ 3,506	\$ 3,315	In Work	94.54
21	FM-0054625	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	Vandalism - Install (13) new anti-graffiti mirrors, (1) new partition door, (10) new partition stall door locks, and sand & paint multiple partitions and walls in public restrooms. There is currently graffiti on mirrors, walls, and stalls as well as vandalized fixtures in multiple public restrooms which is a safety hazard for the public.	\$ 8,143	\$ 5,699	In Work	69.99
22	FM-0054626	Santa Clara	Hall of Justice (East)	43-A1	2	Interior Door Hardware- Replace (1) failed Crash bar on the main entrance courtroom/Dept 34 - Adjust and check the operation.	\$ 2,561	\$ 2,561	In Work	100
23	FM-0054627	Sonoma	3055 Cleveland Avenue	49-B2	2	HVAC - Replace failed hot gas assembly.	\$ 4,678	\$ 4,678	In Work	100
24	FM-0054629	San Joaquin	Manteca Branch Court	39-C1	2	Plumbing - Dig up area to access valve remove old and replace with new ball valve - Old valve past useful like and leaking.	\$ 2,589	\$ 2,589	In Work	100
25	FM-0054634	Los Angeles	Torrance Courthouse	19-C1	2	Exterior Shell - Install waterproofing membrane & protection board, caulk & seal cracks, and apply urethane coating to waterproof front planter area. The front planter area is currently allowing water to penetrate into the basement hallway next to the lock up which caused a P1 water intrusion addressed by SWO 1369635 and could cause further damage.	\$ 4,263	\$ 3,630	In Work	85.14





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26	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Plumbing - Replace failing institutional grade plumbing hardware in Holding cell t D-106-2 - Work to be performed after hours.	\$ 4,216	\$ 4,216	In Work	100
27	San Diego	Juvenile Court	37-E1	2	Electrical - Install a new electrical circuit to re-feed (6) bollard light fixtures and install a photocell on the electrical panel to operate the bollard light fixtures. Install new ballasts and lamps in these (6) bollard light fixtures. Install new underground conduit and wiring to restore power to (2) bollard light fixtures. In (1) additional bollard light fixture, replace ballast and lamp. 75% of the northwest public bollard sidewalk lights are not illuminated. This is a safety issue.	\$ 5,195	\$ 3,877	In Work	74.62
28	Santa Clara	Downtown Superior Court	43-B1	2	Plumbing - Replace 2(qty.) failed boiler #3 isolation valves - Replace 1(qty.) failed emergency pressure relief valve - Replace 1(qty.) failed bearing assembly - Restore water pressure and fill boiler system - Verify proper operation of boiler Shut down and isolate boiler system - Drain water.	\$ 4,608	\$ 4,608	In Work	100
29	Lake	South Civic Center	17-B1	2	Vandalism - Remove Graffiti - Remove graffiti on exterior wallet front entrance, parking lot and utility box. Approx 250 sqft.	\$ 3,989	\$ 3,989	Complete	100
30	Santa Clara	Old Courthouse	43-B2	2	Leak Damage - Replace plaster ceiling in Dept 22 conference room (10X 20 area) Ceiling has a 2' x 2' hole with plaster hanging down, and several long cracks throughout. The complete ceiling will be cleaned, patched and painted to match.	\$ 9,787	\$ 9,787	In Work	100
31	Los Angeles	Van Nuys Courthouse East	19-AX1	2	Grounds - Broken and Missing Walkway Tiles - Provide temporary barricade, remove loose and broken tiles, prep the surface, and install new tiles. Currently the sidewalk between the East & West buildings has missing and/or damaged tiles in multiple areas totaling approx. 68 sq. ft. Loose tiles in the sidewalk are a tripping hazard for all pedestrian traffic.	\$ 4,702	\$ 4,220	In Work	89.74
32	Los Angeles	Santa Monica Courthouse	19-AP1	2	Vandalism - Replace anti-graffiti film on (42) windows & install anti-graffiti film on restroom mirrors. There is currently graffiti scratched into the existing anti-graffiti film on the ground floor windows; mirrors in public restroom currently do not have anti-graffiti film leaving them exposed to vandalism.	\$ 4,130	\$ 3,242	In Work	78.49
33	Orange	Betty Lou Lamoreaux Justice Center	30-B1	2	Electrical - Automatic Transfer Switch - Replace failed Automatic Transfer Switch - ATS02. While performing the Preventative Maintenance on ATS02, power transferred from Edison to the generator but would not transfer back to Edison. The issue is with the control cards and the cards are no longer available.	\$ 10,144	\$ 8,110	In Work	79.95



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34	Los Angeles	Compton Courthouse	19-AG1	2	Vandalism - Sand, scrape, prep, and paint restroom walls & replace vandalized fixtures; replace anti-graffiti film on (19) mirrors & (22) windows. There is currently graffiti on multiple walls as well as multiple vandalized fixtures inside the public restrooms.	\$ 4,907	\$ 3,245	In Work	66.13
35	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Grounds and Parking Lot - Install (2) new heavy duty 18 gauge hollow metal doors on trash enclosure, mounted with HD full surface hinges & panic hardware. Trash enclosure is currently missing fire rated doors and hardware which could cause a security issue.	\$ 5,604	\$ 3,855	In Work	68.79
36	Santa Clara	Hall of Justice (West)	43-A2	2	HVAC - Cooling tower fan motor has failed - Replace failed #2 fan motor - Test and return unit to full service (CTW02 OM00028638).	\$ 4,179	\$ 4,179	In Work	100
37	Los Angeles	Bellflower Courthouse	19-AL1	2	Vandalism - Scrape, sand & paint partition walls, install new mirrors with anti-graffiti film, install new locks on stall doors, and replace glass panels for the directories on multiple floors. There is currently graffiti engraved into mirrors & partition walls in the public restrooms as well as broken locks on the stall doors.	\$ 5,195	\$ 4,049	In Work	77.94
38	Los Angeles	Compton Courthouse	19-AG1	2	Vandalism - Replace vandalized faucets, soap dispensers, toilet seat covers, re-paint walls & partitions and also install new anti-graffiti film. Inside the public restrooms many items have been vandalized and some items have been broken.	\$ 9,863	\$ 6,522	In Work	66.13
39	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	Interior finishes - Earthquake - Install 20 feet ceiling grid on the second floor; Build scaffolding to reach 18 feet. Anchor support bracket to steel beam. Install 60 interlocking one foot square steel ceiling tiles; Install insulation above the ceiling. Install glass guide in room 303 - Hole in the ceiling due to the earthquake.	\$ 3,279	\$ 3,279	In Work	100
40	San Diego	County Courthouse	37-A1	2	Electrical - Set up full containment 30'x30'; ACM testing. Replace 200 lights and burnt ballasts. Courtroom is too dim, lights are out and need to be replaced.	\$ 7,173	\$ 7,173	In Work	100
41	Los Angeles	Downey Courthouse	19-AM1	2	Electrical - Replace the fuel tank controller in the diesel tank. The existing fuel tank controller has shorted out and is no longer functional which could cause a safety hazard if it is not replaced.	\$ 3,744	\$ 3,134	In Work	83.7
42	Los Angeles	Downey Courthouse	19-AM1	2	Fire Protection - Remove existing halon tank and deliver to DOT halon filling station. Tank will be rebuilt and refilled per DOT standards; return Tank will be retuned and reinstalled. After performing periodic maintenance a halon systems technician reported that the tank is flat due to faulty seals.	\$ 3,179	\$ 2,661	In Work	83.7



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43	Los Angeles	Downey Courthouse	19-AM1	2	Vandalism - Sand & paint multiple walls, doors, frames, and partitions; sand and polish stainless steel; replace multiple damaged fixtures & mirrors with new anti graffiti type. Public restrooms on floors 1-4 currently have graffiti on walls, doors, frames, partitions and mirrors as well as multiple damaged fixtures.	\$ 15,083	\$ 12,624	Project Development	83.7
44	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Vandalism - Scrape, sand, and paint walls in approx. (20) restrooms to match existing. Multiple public restrooms on floors 2 through 9 currently have vandalism on the walls which could be a safety concern for the public.	\$ 22,470	\$ 21,854	Project Development	97.26
45	Napa	Historical Courthouse	28-B1	2	HVAC - Correct oil leak on air compressor #1. - Oil leaking from compressor head causing fire and safety hazard.	\$ 2,707	\$ 2,544	In Work	93.99
46	San Francisco	Civic Center Courthouse	38-A1	2	Vandalism - To remove damaged (graffiti) security film and replace with new graffiti film on 3 elevator panes in elevators 1, 3 and 4. Three panes total at 22" X 101" each.	\$ 1,297	\$ 1,297	In Work	100
47	Orange	West Justice Center	30-D1	2	HVAC - Replace an old malfunctioning exhaust fan in the basement HVAC mechanical room. Current issues with the exhaust fan are critical including: " Failing bearings "Bent shaft " Out of balance causing excessive noise " Missing the proper motor belt adjusters " Damaged blower wheel " Parts not available due to old age.	\$ 5,294	\$ 4,801	In Work	90.68
48	Imperial	Imperial County Courthouse	13-A1	2	Ground and Parking Lot - Remove and replace approximately 120sf of concrete sidewalk in front of the court house. Concrete is cracked, chipped, and uneven in many areas creating a trip hazard for court staff and the public. Court has reported public and staff tripping.	\$ 2,435	\$ 2,435	In Work	100
49	Los Angeles	Inglewood Juvenile Court	19-E1	2	Electrical - Install 1 furniture power whip from existing receptacles. Install 10ft of conduit/Panduit for voice/data cables to the new counter location. Electrical & Data work is a necessity because the court installed 3 transaction windows.	\$ 4,500	\$ 3,635	In Work	80.78
50	Alameda	Wiley W. Manuel Courthouse	01-B3	2	Fire Protection - Replace the failed main fire suppression water supply tamper switch located in the fire pump room.	\$ 2,613	\$ 2,190	In Work	83.8
51	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Elevator / Repair door armature and replace micro switch for Elevator #5. This work was completed as a P1 emergency due to elevator #5 doors not properly opening and resulted in 5 people being entrapped in the elevator.	\$ 3,717	\$ 3,615	In Work	97.26



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52	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - Replace (1) failed Refrigerant Leak Detector Sensor; Replace (1) Failed Monitoring Station, and (1) CO2 Sensors; Run 30 feet or control wiring. - System failed during annual testing and could not be calibrated.	\$ 23,586	\$ 23,586	In Work	100
53	San Diego	Kearny Mesa Traffic Court	37-C1	2	HVAC - Installed new 3 ton Condensing unit. Split air conditioner is not cooling the server room and needs replacement, as the equipment may overheat and fail.	\$ 6,270	\$ 6,270	In Work	100
54	Santa Clara	Palo Alto Courthouse	43-D1	2	HVAC - Replace failed leaking hot gas isolation valve and return charge to factory specs . An active refrigerant leak has been located on circuit B - CLR02 OM00018899.	\$ 6,392	\$ 4,221	In Work	66.04
55	Los Angeles	Chatsworth Courthouse	19-AY1	2	HVAC - Replace (23) burner's assemblies tubes & replace (2) surface igniters with new. Boiler #2 currently has cracked burners and malfunctioning surface igniters which will prevent proper heating to the building.	\$ 4,925	\$ 4,127	In Work	83.8
56	Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	19-AZ1	2	Electrical - Restore lighting to public parking lot, replace lights and ballasts. Parking lot is too dark, 50% of the lights are out (187 lights) and need to be replaced. This is a safety hazard.	\$ 4,999	\$ 3,675	In Work	73.51
57	Orange	North Justice Center	30-C1	2	HVAC - Replace motor cooling solenoid valve on circuit B of Carrier Chiller #1 (model #30HXC161R-640AA/Serial # 3002Q01842). Work to include Lock out/Tag out of circuit, Recovery of Freon from circuit, Install new solenoid and valve, Charge and evacuate circuit with Freon, Start up and test operation.	\$ 2,723	\$ 2,459	In Work	90.31
58	Santa Clara	Hall of Justice (East)	43-A1	2	Vandalism - Damaged Toilet Accessories - Remove graffiti from multiple toilet accessories, work will require sanding, priming and painting to remove extensive graffiti. Accessories needing replacement are a cracked vanity mirror and broken vanity faucet.	\$ 11,118	\$ 11,118	In Work	100
59	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Electrical - Re-seal water manifolds with new gaskets & seals, replace valve cover gaskets, replace coolant temp gauge & temp sender, re-seal oil reservoir with new gaskets. The emergency generator currently has multiple issues that could prevent normal operation and cause a safety hazard.	\$ 3,559	\$ 2,448	In Work	68.79



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60	Sacramento	Juvenile Courthouse	34-C2	2	HVAC - Cooling Tower - Remove failed Dolphin water treatment system and demo piping and electrical unit from cooling tower area. Remove all electrical back to panel and supporting structures and terminate for safety. Install new fabricated 5' x8" pipe in place of dolphin housing on condenser water supply line. Install new cover over chemical treatment pump and controller. Paint new piping to match existing condenser lines. Dolphin system has been abandoned on water line due to poor functionality and ineffectiveness to treat hard mineral water. Dolphin needs to be removed to prevent blockage on condenser piping.	\$ 8,213	\$ 8,213	In Work	100
61	Kern	Bakersfield Juvenile Center	15-C1	2	Grounds and Parking Lot - Demo concrete and trench pipe to expose fractured line. Replace line and re-pour concrete pad adjacent to employee entrance West. Fractured 6" water line for stand pipe observed through puddling in lawn. Trench area to expose pipe and replace.	\$ 10,069	\$ 6,722	In Work	66.76
62	Solano	Hall of Justice	48-A1	2	Vandalism - Interior door - Replace damaged Courtroom door and automatic flush-bolt damaged by litigant crashing through door. Work to be performed after hours on premium time.	\$ 6,467	\$ 6,467	In Work	100
63	Contra Costa	George D. Carroll Courthouse	07-F1	2	Grounds and Parking lot - Replace 20' of re-enforced Sidewalk Curb and 1 Wheel Stop in the North Parking Lot that have been damaged. The broken concrete and exposed rebar are a safety hazard.	\$ 5,245	\$ 3,933	In Work	74.99
64	Del Norte	Del Norte County Superior Court	08-A1	2	Electrical - Replace failed lighting to include surface ceiling mounted area fixture with LED fixture attached (4). Replace recessed can with LED equivalent (5). Recessed light will need an adapter ring to match existing hole size. Replace existing wall pack fixture with LED wall pack (6). Replace spot light fixture with LED flood light (10), per map provided. Replace 16 existing wall mounted up/down lights with LED fixture attached.	\$ 14,012	\$ 8,585	In Work	61.27
65	Del Norte	Del Norte County Superior Court	08-A1	2	Plumbing - Replace 2 failing sump pumps - Replace 2 pumps with new 1/2 hp sump pumps, including main disconnect and connection to E Power Circuit in basement file storage area.	\$ 29,106	\$ 17,833	Unfunded	61.27



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66	FM-0054725	Butte	Butte County Courthouse	04-A1	2	Roof - The stucco embedded metal flashing system has failed on 2 south facing parapet walls permitting water intrusion into courtroom 3 above the Judge's bench, ceiling in the Judge's Chambers, and above the restricted hallway behind courtroom 3. The work: Installation of 38 square yards of 60 mil single-ply roofing to cover and seal the affected parapet wall areas, install 450 LF of painted galvanized steel cap at the top of each parapet wall. Replace 150 LF metal roof flashing over public hall.	\$ 36,836	\$ 36,836	Unfunded	100
							<b>\$ 531,488</b>	<b>\$ 448,660</b>		



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Meeting Date: 4/13/2015

**Action Item 3 – (Action Required) - List C – Cost Increases  
Over \$50K**

**Summary:**

List C – Cost Increases Over \$50K

Total Project Count:	2
Total Potential FM Budget Share of Cost:	\$322,238

**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 ESTIMATE	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-0052405	Orange	West Justice Center	30-D1	2	Interior Finishes - Asbestos Abatement - Remove and replace approximately 27,000sf of Hot plaster ceiling (asbestos - samples contained from 8% to 12% Chrysotile asbestos) in 15 courtrooms and one office (W5) with drywall ceiling. Signs of delaminating of the sprayed on acoustic ceiling has occurred in multiple other courtrooms and needs to be removed per recommendation. The acoustical ceiling spray of the same type throughout the facility should be considered for removal before delimitation.	\$344,444.00	\$ 312,341.82	\$600,154.03	\$ 544,219.67	Second layer of ceiling plaster was discovered to contain ACM. Expanded scope includes removal of two layers of asbestos from ceiling; removal and replacement of existing lighting, speakers, projector, screen, and HVAC vents. Also includes third party oversight of abatement.	\$ 231,877.86	In Work	90.68
2	FM-0053423	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Sewage Flood Remediation - Plumbing / Set-up containment, conduct environmental testing, replace cracked 2" waste line utilizing lift.	\$20,000.00	\$ 13,758.00	\$151,356.00	\$ 104,117.79	There was a main line sewage backup in the Judges' parking lot, requiring several other vendors and significant help from the City to resolve the issue.	\$ 90,359.79	Complete	68.79
						<b>\$364,444.00</b>	<b>\$ 326,099.82</b>	<b>\$751,510.03</b>	<b>\$ 648,337.47</b>		<b>\$ 322,237.65</b>			





JUDICIAL COUNCIL  
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

**Action Item 4 – (Action Required) - List D – Facility  
Modifications Over \$50K**

**Summary:**

List D – Facility Modifications Over \$50K

Total Project Count:	9
Total Potential FM Budget Share of Cost:	\$2,126,724

**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.



	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-0054640	Los Angeles	Metropolitan Courthouse	19-T1	2	Fire Protection - Replace Fire doors, add panic hardware, magnetic hold open, and smoke detectors with relay modules and tie into the fire alarm system to close upon activation. Fire Marshall corrections for the Fire Rated doors located on Level A, B, and C.	\$ 76,882	\$ 72,684	\$ 72,684	35	94.54
2	FM-0017040	Los Angeles	Compton	19-AG1	2	Fire - Phase 1 - Building alarm system is not code compliant and must be renovated to comply with State Fire Marshal notice to comply.	\$ 818,000	\$ 540,943	\$ 613,627	45	66.13
3	FM-0028322	Orange	Central Justice Center	30-A1	2	Fire - Phase 1 - Building alarm system is not code compliant and must be renovated to comply with State Fire Marshal notice to comply.	\$ 913,973	\$ 833,269	\$ 1,446,897	48	91.17
4	FM-0054490	Los Angeles	Alhambra Courthouse	19-I1	2	Fire Protection - Replace 4" Pre-Action Fire Valve assembly (UL listed). Ensure that a secondary form of Fire Watch is set into place during replacement operations. Connect to 120 volt power supply for Fire valve assembly and connect Pre-Action valve to fire panel. Correct deficiency from State Fire Marshal Report; Replace pre-action system with one that is UL listed and approved to fire department safety standards.	\$ 86,170	\$ 74,106	\$ 1,521,003	50	86
5	FM-0054724	San Bernardino	San Bernardino Courthouse - Annex	36-A2	2	COUNTY MANAGED - HVAC- Replace (1) Cooling Tower and related systems with (1) new energy efficient Cooling Tower. Scope includes Isolation valves, piping, new concrete pier extensions, electrical controls, and all structural and mechanical equipment. The existing Cooling Tower is of age, has failed and is beyond repair.	\$ 168,033	\$ 168,033	\$ 1,689,036	50	100
6	FM-0054637	San Diego	North County Regional Center - Vista Center	37-F2	2	HVAC - Replace failed, leaking chilled water coils on AHU-4,12. Work will include, but not limited to ACM testing and abatement if required, new valves, pressure gauges, crane to remove old and place new custom coil units on roof top with after hours execution.	\$ 57,302	\$ 38,530	\$ 1,727,566	60	67.24
7	FM-0054726	Stanislaus	Modesto Main Courthouse	50-A1	2	HVAC - To replace failing Baltimore Aircoil Cooling Tower CTW01 (OM00003271) located in the east penthouse - The shell of Cooling Tower CTW01 has severe corrosion damage. There are several locations on the tower that have rusted through leaving too many holes to effectively repair. The base of the tower is also severally corroded and must be replaced.	\$ 280,000	\$ 217,896	\$ 1,945,462	65	77.82
8	FM-0054641	Riverside	Larson Justice Center	33-C1	2	HVAC - Cooling Tower - Remove and replace the sand filtration system and the associated piping of the BAC cooling tower with a new centrifugal separator. Current system has failed and is not efficient and is costly to maintain. Each time the system is back flushed it removes the water treatment chemicals. The replacement system will save in maintenance costs, reduce health risks, maximize equipment life and minimize downtime through elimination of back flushing.	\$ 95,486	\$ 77,162	\$ 2,022,624	65	80.81
9	FM-0051815	Merced	Old Court	24-A1	2	Roof - Renovate 1,400 sq. ft of exterior corridor roof, fascia and 200 square feet of exterior window ledge. Concrete is spalling and leaking. Work to include application of elastomeric roof coating, installation of additional pressure treated plywood and single membrane insulation, PVC patch and painting as required. Concrete spalling could fall onto passers-by below.	\$ 104,100	\$ 104,100	\$ 2,126,724	80	100
10	FM-0053004	Los Angeles	Van Nuys Courthouse West	19-AX2	3	Roof - Remove and replace existing roof with new roof system - Due to roof currently being in poor condition at best, recommended removal and replacement of existing roof will bring building roof to good condition.	\$ 840,816	\$ 676,689	\$ 2,803,413	80	80.48
11	FM-0053003	Los Angeles	Alhambra Courthouse	19-I1	3	Roof - Remove and replace existing roof with new roof system - Due to roof currently being in poor condition at best, recommended removal and replacement of existing roof system will bring building roof to good condition.	\$ 945,840	\$ 813,422	\$ 3,616,835	70	86
12	FM-0053006	Los Angeles	Bellflower Courthouse	19-AL1	3	Roof - Remove and replace existing roof with new PVC roof system - Due to roof currently being in poor condition, recommended removal and replacement of existing roof will bring entire system to good condition.	\$ 646,800	\$ 504,116	\$ 4,120,951	60	77.94



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13	FM-0053554	Los Angeles	Pomona Courthouse South	19-W1	3	Roof - Remove and replace existing roof with new PVC roof system at main deck (23,220 sq. ft.) & lower north deck (2,838 sq. ft.). Overlay existing roof with new PVC roof system at lower south deck (2,838 sq. ft.). / Due to roofs currently being in poor to fair condition at best, recommended removal and replacement of main deck and lower north deck and overlay of existing roof at south deck will bring all roof decks on the building to good condition.	\$ 652,680	\$ 594,853	\$ 4,715,803	70	91.14
14	FM-0054101	Los Angeles	Santa Monica Courthouse	19-AP1	3	Roof - Remove and replace existing roof with new PVC roof system / Due to roof currently being in poor to fair condition at best, recommended removal and replacement of existing roof will bring it to good condition.	\$ 1,128,960	\$ 886,121	\$ 5,601,924	35	78.49
15	FM-0052988	Los Angeles	San Fernando Courthouse	19-AC1	3	Deck, 2nd and 3rd floor Northeast decks / Due to these three sections of roof currently being in poor to fair condition, recommended removal and replacement of existing areas will bring entire roof system to good condition.	\$ 561,120	\$ 468,030	\$ 6,069,954	7E+06	83.41
16	FM-0052981	Los Angeles	East Los Angeles Courthouse	19-V1	3	Roof - Remove and replace existing roof with new PVC roof system / Due to roof currently being in poor to fair condition at best, recommended removal and replacement of existing roof will bring it to good condition.	\$ 596,400	\$ 463,522	\$ 6,533,476	85	77.72
17	FM-0053549	Los Angeles	Downey Courthouse	19-AM1	3	Roof - Remove and replace existing main deck, lower east deck and lower west deck - Due to main and lower decks currently being in poor condition at best, recommended removal and replacement of existing systems will bring building roof to good condition.	\$ 806,400	\$ 674,957	\$ 7,208,433	80	83.7
18	FM-0053002	Los Angeles	Monrovia Training Center	19-N1	3	Roof - Remove and replace existing roof system at areas eleven different areas 20,000 amount of SF / Due to the poor condition of these areas, recommended removal and replacement of existing systems will bring entire building roof to good condition.	\$ 278,040	\$ 195,434	\$ 7,403,868	70	70.29
19	FM-0053398	Los Angeles	Airport Courthouse	19-AU1	3	Roof - Overlay existing roof with new PVC roof system - Due to roof currently being in poor to fair condition, recommended overlay of existing roof will bring it to good condition. 25,500 square feet.	\$ 352,800	\$ 272,256	\$ 7,676,123	70	77.17
20	FM-0053394	Los Angeles	Torrance Courthouse	19-C1	3	Roof - Overlay existing main deck and lower deck sections with new PVC roof system / Due to roof decks currently being in poor to fair condition, remaining service life is less than 5 years. The recommended overlay of existing decks will bring building to good condition. 40,000 square feet.	\$ 554,400	\$ 472,016	\$ 8,148,139	70	85.14
21	FM-0053030	Los Angeles	Glendale Courthouse	19-H1	3	Roof - Overlay 38,000 sq. ft. of existing roof system with new PVC membrane overlay / Due to roof decks currently being in poor to fair condition, remaining service life is less than 5 years. The recommended overlay of all existing roofs will bring the building to good condition. The multi-level, multi-sectioned roof area totals approximately 34,000 square feet.	\$ 453,600	\$ 410,689	\$ 8,558,829	70	90.54
22	FM-0053031	Los Angeles	Chatsworth Courthouse	19-AY1	3	Roof - Overlay existing main roof and penthouse roof sections with new PVC roof system / Due to roof sections currently being in poor to fair condition, remaining service life is than 5 years. The recommended overlay of existing roofs will bring building to good condition.	\$ 984,480	\$ 824,994	\$ 9,383,823	90	83.8
23	FM-0053460	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	3	Roof - Overlay existing roof with new PVC roof system / Due to roof currently being in poor to fair condition, recommended overlay of existing roof will bring it to good condition. The Square Footage for this roof overlay is approx. 43,000	\$ 577,920	\$ 404,486	\$ 9,788,309	55	69.99
24	FM-0052979	Los Angeles	Burbank Courthouse	19-G1	3	Roof - Overlay existing gravel roof section with new PVC roof system. Remove & replace existing shingled roof section with new shingled roof system / Due to roof currently being in poor to fair condition, recommended overlay of existing gravel roof and replacement of existing shingle roof will bring entire roof of building to good condition.	\$ 369,600	\$ 335,449	\$ 10,123,758	55	90.76



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25	FM-0052970	Los Angeles	Whittier Courthouse	19-AO1	3	Roof / Remove and replace existing one story section of roof with new and overlay 5 story section of roof with torch applied system / Due to both sections of roof currently being in poor to fair condition, recommended overlay of 5 story section and replacement of 1 story section of existing roof will bring entire roof system to good condition.	\$ 458,640	\$ 396,403	\$ 10,520,161	42	86.43
26	FM-0053561	Los Angeles	Metropolitan Courthouse	19-T1	3	Electrical - Replace a total of 98 exterior Mercury Vapor, High Pressure Sodium, and Fluorescent Light fixtures with high efficient LED fixtures. Building exterior lighting fixtures/poles have broken lenses, sockets, bulbs making the area dark at night, safety issue. Parts are no longer available due to fixtures being outdated.	\$ 166,259	\$ 157,181	\$ 10,677,342	35	94.54
27	FM-0054462	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	3	Elevator - Elevator Renovation - Complete renovation of fourteen (14) geared traction elevators. Work will include but not be limited to, car frames and platforms, buffers and safeties, hoistway entrance frames, doors and pit equipment, new AC gearless machines, micro-processor control systems, regenerative VVVF AC drives, fly ball governors, current code required wiring, interior and lobby control panels, car and hall door panels with new doors, counterweights and (see additional description)	\$ 4,594,739	\$ 3,215,858	\$ 13,893,200	90	69.99
28	FM-0053022	Riverside	Larson Justice Center	33-C1	3	Grounds and Parking Lot - East Parking Lot - Create and install 80 parking stalls out of perimeter landscape around the current lot. The recent closure of the County lot behind the courthouse, closure of the Court Annex/County building next door and its parking lot, and the building of a County Law building next door have created a serious parking issue in the immediate area of the Larson Justice Center resulting in a 200+ parking stall loss. Customers are currently parking on the landscape.	\$ 470,000	\$ 379,807	\$ 14,273,007	70	80.81
29	FM-0054137	Tulare	Visalia Superior Court	54-A1	3	Furniture and Equipment - Security - Reconfigure Judge's bench in Dept 11 to provide greater security for judge and the two court clerks. Extend bench by building new walls to fill in open areas to judge and clerk with new laminate countertop and additional power to accommodate both clerks, moving one clerk from floor desk. Remove steps at open area to judge's seat and replace with new deck. Install new floor covering at steps and behind bench, new bookcase, set of cubbies, and paper tray bet	\$24,670.44	\$ 24,670	\$ 14,297,677	70	100
30	FM-0051490	Butte	Butte County Courthouse	04-A1	3	Energy Efficiency Project - Lighting Upgrade - Retrofit all 52 exterior light fixtures with high efficiency lighting components. 14 parking lot pole light fixtures will receive induction style bulbs and ballasts. 38 wall mounted exterior fixtures will receive LED systems. The completed project will return \$1,870 in energy rebates and reduce electrical consumption by an estimated 18,230 kilowatt hours annually.	\$ 27,500	\$ 27,500	\$ 14,325,177	55	100
31	FM-0050722	Los Angeles	Airport Courthouse	19-AU1	3	Interior Finish - Grind chipped and irregular floor and apply elastomeric filler to recessed areas to bring floor to flush condition (Approximately 80 SF)Work is needed to prevent possible tripping hazard and maintain clean floor surface.	\$ 27,537	\$ 21,251	\$ 14,346,428	55	77.17
32	FM-0052949	Los Angeles	Alhambra Courthouse	19-I1	3	Plumbing - Remove and replace 7 recessed wall drinking fountains and 1 surface mount ADA drinking fountain. Eight drinking fountains in the public areas of the courthouse are deteriorated and are not operational.	\$ 30,915	\$ 26,587	\$ 14,373,015	55	86
33	FM-0052382	Butte	Butte County Courthouse	04-A1	3	Holding Area - The single in-custody holding cell located in the older section of the courthouse is substandard for current criminal cases. The project goal is to accommodate larger number of simultaneous in-custody classifications and increase overall holding capacity. This project addresses the deficiency by remodeling to add 3 holding cells.	\$ 280,000	\$ 280,000	\$ 14,653,015	50	100
34	FM-0047407	Alameda	George E. McDonald Hall of Justice	01-F1	3	HVAC - Hot water reheat coils leaking causing extensive water damage - remove and replace reheat coils- scaffolding required for removal and installation	\$ 14,266	\$ 14,266	\$ 14,667,281	60	100



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35	FM-0054053	Santa Barbara	Santa Barbara Jury Assembly Bldg.	42-G1	3	Interior Finishes - Construct 3 Attorney/Client Mtg Rms - Required to Facilitate Move of Juvenile Proceedings to this location	\$ 75,654	\$ 75,654	\$ 14,742,935	45	100
36	FM-0052331	San Diego	Kearny Mesa Traffic Court	37-C1	3	Grounds and Parking Lot - Slurry coat, re-stripe the parking lot and paint the curbs as required. The striping is fading to where directional arrows and lane markings are, making it difficult for people to see.	\$ 18,189	\$ 18,189	\$ 14,761,124	60	100
37	FM-0052763	Santa Barbara	Santa Maria Courts Building G	42-F5	3	Roof Access - Replace Roof Access Window with Door/Landing/Hand railing - Safety Hazard	\$ 27,017	\$ 26,069	\$ 14,787,193	60	96.49
38	FM-0051519	Contra Costa	George D. Carroll Courthouse	07-F1	3	Energy Efficiency Project - Electrical - Install new lighting control system; Install 66 new occupancy sensors; Retrofit 36 four lamp light fixtures to 2 lamp fixtures; Engineering and design - Energy savings \$14,000.00 per year.	\$ 215,794	\$ 161,824	\$ 14,949,017	70	74.99
39	FM-0050684	Santa Clara	Old Courthouse	43-B2	3	Energy Efficiency Retrofit Project - Install occupancy sensors for lighting control in core restrooms on floors 1-3 - EEM 5.	\$ 16,208	\$ 16,208	\$ 14,965,225	65	100
40	FM-0049698	Placer	Juvenile Hall	31-B3	3	County Managed - Grounds and Parking Lot - Patch and repair, slurry seal and re-strip parking lot - deteriorated beyond useful and acceptable condition.	\$ 27,303	\$ 27,303	\$ 14,992,528	65	100
41	FM-0051535	Los Angeles	West Covina Courthouse	19-X1	3	Elevator (Wheelchair lift) - Units 1 - 3, Replace defective parts, make adjustments, service and return to safe operation. Currently units operate with the door open which is unsafe to the public. This work is also needed to comply with ADA access requirements.	\$ 22,670	\$ 18,818	\$ 15,011,346	68	83.01
42	FM-0050597	Alameda	Fremont Hall of Justice	01-H1	3	Energy Efficiency Retrofit Project - Chilled water system temperature system - reset - system not running at full efficiency - HVAC duct static pressure set points - Reset - System not running at optimum efficiency Occupancy sensors - Install - lights are on even when spaces are unoccupied - Courtroom - lighting - Retrofit - lights are high reach and utilize energy inefficiently.	\$ 106,724	\$ 84,739	\$ 15,096,085	69	79.40
43	FM-0053551	Solano	Solano Justice Building	48-B1	3	EARTHQUAKE - Repair cracks and aesthetic damage created by earthquake throughout building in secured hallways, courtrooms 101-104, and jury courtyard scaffolding is required. Epoxy injection at concrete wall, 35 lin ft. and approx 650 sq ft of drywall and stucco repairs. Paint and patch cracks to match existing.	\$ 19,476	\$ 19,476	\$ 15,115,561	69	100
44	FM-0050766	Santa Clara	Morgan Hill Courthouse	43-N1	3	Energy Efficiency Project - Retrofit Exterior Parking Lot Lighting from 250w Metal Halide to 150w LED lamps.	\$ 61,539	\$ 61,539	\$ 15,177,100	95	100
45	FM-0052829	Kings	Avenal Court	16-C1	3	Exterior Shell - Remove, replace, or restore approximately 80 lf of 2 1/2" x 11" bottom ledger, 48 lf of 2" x 6" fascia and trim, and 96 lf of 1" x 12" fascia; remove small section of existing white gutter and install 25 lf gutter and 1 down spout to match as close to exterior brown color; caulk and patch trim areas as required to receive paint; paint all exterior brown color only - Existing wood fascia and trim is cracking, splitting, and deteriorating due to fungus and weather damage.	\$ 12,461	\$ 7,228	\$ 15,184,328	70	58.01
46	FM-0051527	San Luis Obispo	Courthouse Annex	40-A1	3	Interior Finishes - Replace existing worn and defective seating with new auditorium style fixed seating - 16 standard seats and 2 ADA seats. Work is needed to maintain acceptable courtroom seating.	\$ 22,230	\$ 22,230	\$ 15,206,558	70	100
47	FM-0049235	Santa Clara	Hall of Justice (East)	43-A1	3	Plumbing - Floor drains (8 ea) - Roof mechanical room - Remove existing roof mechanical room drains - Install new drains and reseal flooring - Drains are plugged and not draining creating potential flooding.	\$ 24,070	\$ 24,070	\$ 15,230,628	70	100





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48	San Bernardino	Barstow Courthouse	36-J1	3	Parking Lot - Saw cut and demo approximately 28,000 SF, 4 inch depth, of asphalt at lower level employee parking lot that is JCC managed and resurface with approximately 28,000 SF, 4 inch thick asphalt w/ 6 inch base, install 59 parking bumpers and re-stripe. Slurry seal new asphalt. Currently the asphalt in the parking lot has numerous cracks, pot holes, and uneven areas that pose a tripping hazard.	\$ 230,000	\$ 230,000	\$ 15,460,628	60	100
49	San Francisco	Civic Center Courthouse	38-A1	3	Exterior Walls - Prepare and apply anti-graffiti coating to all exterior walls from grade to 10ft high (approx. 6700sqft) - janitorial efforts are having minimal results, time consuming and causing public hazard at sidewalks	\$ 60,318	\$ 60,318	\$ 15,520,946	58	100
50	Santa Cruz	Main Courthouse	44-A1	3	HVAC - Install HVAC system for lobby and circulation areas - The area does not receive HVAC and becomes very hot in summer and very cold in winter, HVAC is required for comfort of the public awaiting access to court rooms	\$ 246,526	\$ 244,332	\$ 15,765,279	75	99.11
51	San Joaquin	Manteca Courthouse	39-C1	3	Energy Efficiency- HVAC; Replace 15 year old 3-ton package unit with energy efficient model.	\$ 9,564	\$ 9,564	\$ 15,774,843	75	100
52	Los Angeles	Parking Structure Lot 59-Whittier Admin CTR	19-AO2	3	Grounds and Parking Lot - To provide and install new safety enclosures throughout the garages existing openings. Such opening as: the side facing walls, the decorative open spaces, the areas between each support columns and each opening for the first 2 floors. This project will also include the installation of a new rolling safety gate (with card reader), electrical installation to the panel and low voltage (for new gate motor) and approx. 550 LF of new welded iron fencing and mesh.	\$ 148,890	\$ 128,686	\$ 15,903,528	75	86.43
53	Santa Clara	Santa Clara Courthouse	43-G1	3	Energy Efficiency Retrofit Project -Install VFD on cooling tower fan and implement CWT reset - EEM 4.	\$ 32,760	\$ 32,760	\$ 15,936,288	75	100
54	Alameda	Wiley W. Manuel Courthouse	01-B3	3	Energy Efficiency project - HVAC - Install VFD's - install (2) VFD for EF 1&2,	\$ 170,903	\$ 143,217	\$ 16,079,505	120	83.8
55	Contra Costa	Bray Courts	07-A3	3	Interior Finishes - Earthquake Restoration of cracks and aesthetic damages to approx 7100 sq ft of the interior building.	\$ 38,792	\$ 33,175	\$ 16,112,680	75	85.52
56	Santa Clara	Downtown Superior Court	43-B1	3	Energy Efficiency Project - Redesign and program BAS system and install necessary hardware to implement Variable Flow Chilled Water Pumping	\$ 57,070	\$ 57,070	\$ 16,169,750	70	100
57	Los Angeles	Chatsworth Courthouse	19-AY1	3	Plumbing - Remove and replace 8 high-low recessed drinking fountains and 3 ADA wall hung drinking fountains. Drinking fountains in the public areas of the courthouse are not operational.	\$ 58,201	\$ 48,772	\$ 16,218,522	55	83.8
58	Los Angeles	Torrance Courthouse	19-C1	3	Elevators, Escalators, & Hoists - Judge's Elevator #5 Modernization. Judge's Elevator #5 runs too slow and keeps getting stuck, replacement parts are no longer available.	\$ 335,315	\$ 285,487	\$ 16,504,009	80	85.14
59	Orange	Betty Lou Lamoreaux Justice Center	30-B1	3	Exterior - Safety-Security - Members of the public are exposed to the elements while standing in long lines prior to entering the facility through weapons screening. This project will provide an awning to reduce exposure. The lines are very long which causes discomfort for the public during inclement and hot weather. The court architect developed a proposal consisting of free standing steel tube columns, metal bracing-ribbing, and a canvas barrel-shaped cover.	\$ 60,657	\$ 48,495	\$ 16,552,505	95	79.95
60	Mendocino	County Courthouse	23-A1	3	Energy Efficiency Project - Electrical Lighting - Change Light bulbs, install photocell and sensors - Swap 234 T12 Bulb and ballast to T8 install 3 occupancy sensors, install 3 photo cells.	\$ 64,635	\$ 43,706	\$ 16,596,211	100	67.62
61	Merced	Old Court	24-A1	3	HVAC - BAS, Installation for integration with BAS at New Merced - Needed for proper system operation.	\$ 79,589	\$ 79,589	\$ 16,675,800	105	100
62	Orange	Central Justice Center	30-A1	3	HVAC - Replace Air Handling units for improved control-efficiency - The air handlers are beyond their replacement life cycle.	\$ 1,803,094	\$ 1,643,881	\$ 18,319,681	105	91.17



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63	FM-0043866	Amador	New Amador County Courthouse	03-C1	3	Electrical - LED Lighting - Convert 14 parking lot and 34 building exterior and public walkway lamps to energy saving LED fixtures - Energy Savings.	\$ 71,476	\$ 71,476	\$ 18,391,157	110	100
64	FM-0025793	Butte	Butte County Courthouse	04-A1	3	Grounds - Parking lot renovation - Lot in poor condition, project includes slurry seal parking lot,(166,000 square feet) to include curb prep, and restriping parking lot to include handicap parking area.	\$ 105,164	\$ 105,164	\$ 18,496,321	110	100
65	FM-0000163	Riverside	Family Law Court	33-A1	3	Exterior Windows - Weather protection gasket deteriorated - Needed for energy efficiency, prevention of water damage.	\$ 114,552	\$ 114,552	\$ 18,610,873	110	100
66	FM-0051473	Alameda	George E. McDonald Hall of Justice	01-F1	3	Energy Efficiency Project - HVAC - Restore Economizer Dampers and Actuators, install VFD (4) - Restore Damper and Actuators (5), install 2 VFD to Supply and Return Fan on unit #1, install 2 VFD to Primary Chilled Water Pumps.	\$ 83,847	\$ 83,847	\$ 18,694,720	120	100
67	FM-0052844	Ventura	Juvenile Courthouse	56-F1	3	COUNTY MANAGED - Interior Finishes - Replace All Interior Door Hardware Failing - Low Quality/Failing - County Managed Recommended by County/MP - Bldg was built in 2005. Per County, "Hardware is of low quality, failing and is no longer being made.	\$ 70,934	\$ 70,934	\$ 18,765,654	80	100
68	FM-0052843	Ventura	East County Courthouse	56-B1	3	ENERGY EFFICENCY - COUNTY MANAGED - Electrical - Interior Lighting Retrofit	\$ 125,502	\$ 125,502	\$ 18,891,156	85	100
69	FM-0051791	Sacramento	Gordon Schaber Sacramento Superior Court	34-A1	3	Plumbing - To abate and remove two (2) abandoned boilers and associated plumbing and equipment - Boilers have been decommissioned and abandoned in place and are occupying valuable space.	\$ 97,000	\$ 97,000	\$ 18,988,156	90	100
70	FM-0001928	Los Angeles	Stanley Mosk Courthouse	19-K1	3	Clean all HVAC duct work through out facility	\$ 106,177	\$ 103,268	\$ 19,091,423	90	97.26
71	FM-0053476	San Joaquin	Manteca Branch Court	39-C1	3	Energy Efficiency - Lighting - Replace a total of 305 light fixtures throughout the facility. Remove: (19) T12 light fixtures, (73) Compact Fluorescents, (201) T8 Light Fixtures, (2) Incandescent Light Fixtures and (10) Metal Halide Light Fixtures. All fixture will be replaced with LED fixture	\$ 66,972	\$ 66,972	\$ 19,158,395	55	100
72	FM-0050449	Los Angeles	Compton Courthouse	19-AG1	3	Interior finishes - Holding Cell Walls - Renovate the damaged/Peeling paint throughout (Approximately 2,663 sf of walls). Proposed work to be done in three (3) phases with a Petra coating system, which is a long term solution rather than another coat of standard commercial paint. The paint in the holding cells has been etched and is peeling from the walls. Walls were identified in an Environmental Health Evaluation.	\$ 89,689	\$ 89,689	\$ 19,248,084	90	100
73	FM-0022145	Santa Clara	Santa Clara Courthouse	43-G1	3	Elevator - Refurbish elevator and controls and install Vista Monitoring System to enhance reportability - This is the only elevator in the building	\$ 122,615	\$ 122,615	\$ 19,370,699	106	100
74	FM-0052830	Ventura	Hall of Justice	56-A1	3	COUNTY MANAGED - Electrical - 4160 Volt Breaker Upgrade. Replace 36yr old Breakers to improve reliability of e-system	\$ 88,249	\$ 88,249	\$ 19,458,948	110	100
75	FM-0040339	Madera	Sierra Courthouse	20-D1	3	Security - Install fencing for sheriff and staff secured parking - reduce potential custody escapes or attacks - provide safety for court staff and patrons	\$ 162,397	\$ 110,430	\$ 19,569,378	55	68
76	FM-0052781	Solano	Hall of Justice	48-A1	3	Security - Interior Finishes - Secure transaction counter - Install approximately 100 lineal feet of barrier wall and public transaction counter with twelve (12) 4 wide forced entry resistant laminated glass transaction windows, to ensure the safety of the family law clerks. There have been numerous security incidents involving disgruntled public customers including punching, spitting and verbal altercations.	\$ 252,078	\$ 252,078	\$ 19,821,456	50	100



	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
77	FM-0052782	Merced	New Downtown Merced Courthouse	24-A8	3	Security - Expand the vestibule and add a covered staging area - Remove the existing store front and provide a separate storefront in the new location, level the existing alcove concrete to expand the new interior security vestibule, construct a new 1,800 SF covered walkway and staging area, this will require a single 400 SF tilt concrete panel, sixteen (16) column footings, two (2) new 3'6" power activated storefront doors, transparent roof panels at the covered walkway and staging areas, two new cameras at the staging area and approximately 800 SF of flooring and t-bar ceiling at the lobby and vestibule. This work is required to alleviate security issues at the main entry due to inadequate circulation.	\$ 683,000	\$ 683,000	\$ 20,504,456	70	100
78	FM-0051097	San Diego	East County Regional Center	37-I1	3	Security - Surveillance Camera Installation - Install twenty-five (25) tamper resistant dome cameras and two (2) 4.0 tear byte 16 channel DVR with two (2) fused power supplies. Work includes installing BNC connectors, 2C/18 AWG plenum rated cable and RG-6 plenum rated cable. Currently, only a few cameras provide coverage of attorney/prisoner visit area and access gate. Holding cells lack sufficient security camera coverage.	\$ 68,200	\$ 68,200	\$ 20,572,656	80	100
79	FM-0051102	San Diego	North County Regional Center - Vista Center	37-F2	3	Security - Surveillance Camera Installation - Install forty-two (42) tamper resistant dome cameras in Departments 1 through 19, three (3) 4.0 tear byte Multiplexer's, three (3) 16 channel fused power supplies. Work includes installing BNC connectors, 2C/18 AWG plenum rated cable and RG-6 plenum rated cable. Currently nineteen (19) courtrooms and Custody break room are not equipped with cameras	\$ 111,825	\$ 111,825	\$ 20,684,481	80	100
80	FM-0028372	Solano	Hall of Justice	48-A1	3	Fencing - 30K sf, Install secured fencing with card reader access for judges parking lot for security from the public - Contingency Only	\$ 142,200	\$ 142,200	\$ 20,826,681	120	100
81	FM-0034428	Kern	Arvin/ Lamont Branch	15-H1	3	Security - Repair-modify exterior grounds-parking to accommodate judicial officer safety - Branch suffers from lack of secured parking and access to building	\$ 131,220	\$ 79,926	\$ 20,906,607	55	60.91
82	FM-0050343	Kern	Shafter/Wasco Courts Bldg.	15-E1	3	Security - Enhance parking by adding Judges Secure Parking and Access to the Courthouse - Branch suffers from lack of secure parking.	\$ 73,866	\$ 73,866	\$ 20,980,473	95	100





JUDICIAL COUNCIL  
OF CALIFORNIA

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TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

**Action Item 5 – (Action Required) – Project Funding  
Consideration – Santa Barbara Superior Court**

**Summary:**

Review project to construct three attorney/client rooms at the Santa Barbara Jury Assembly Building to facilitate the move of juvenile proceedings to that location.

**Supporting Documentation:**

- Project summary packet

**Action Requested:**

Consider project for Priority 2 FM funding



JUDICIAL COUNCIL  
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

## Santa Barbara Request

### 1. Executive Summary

Santa Barbara Superior Court is requesting a facility modification for 42-G1 – Jury Assembly Building to accommodate the consolidation of 42-C1 Juvenile Court (modular building). The Court will close the Juvenile Court in Goleta and move all juvenile operations to the Jury Assembly Building in Santa Barbara.

#### a. FM # and description

FM-0054053 - Interior Finishes - Construct three Attorney/Client Meeting Rooms – Required to Facilitate Move of Juvenile Proceedings to this location.

#### b. Project overview paragraph-

After an initial funding denial by the TCFMAC in January 2015, the Court has taken the committee's suggestion and announced the closure of the Juvenile Court in Goleta. Cost savings there will offset the cost to construct three Attorney/Client meeting rooms in the Jury Assembly Building in Santa Barbara and move all juvenile operations to that location.

#### c. Project cost factors including shared cost if applicable

Judicial Council is 100% responsible – no shared-cost. Total project cost is \$67,154.

#### d. Implementation hurdles if any

Standard permitting and design required.

### 2. Court justification document package

### 3. Site plan/ drawing or similar document if available

- a. Jury Assembly Building Floorplans

### 4. Supporting documentation from Security or other entity

None

### 5. Pictures of current conditions if available

None



**SUPERIOR COURT OF CALIFORNIA, COUNTY OF SANTA BARBARA**

1100 ANACAPA STREET, SANTA BARBARA, CA 93101

**DARREL E. PARKER**

EXECUTIVE OFFICER – JURY COMMISSIONER – CLERK OF THE COURT

(805) 882-4550 – (805) 614-6594

March 23, 2015

Hon. David Edwin Power,  
Judge of the Superior Court of Solano County  
Chair, Trial Court Facilities Modification Advisory Committee  
c/o Patrick McGrath  
Judicial Council of California  
Real Estate and Facility Management  
2860 Gateway Oaks Drive, Suite 400  
Sacramento, CA 95833

Re: Request for Funding of SWO 1364761  
Santa Barbara Jury Assembly Building – Construct 3 attorney/client rooms  
required to facilitate the move of juvenile proceedings to this location.

Dear Judge Power;

The Trial Court Facility Modification Advisory Committee previously considered a request to change the priority on a proposed remodel of the Santa Barbara Jury Assembly Building. Due to funding considerations that request was denied. It was suggested that the Court consider closing the existing juvenile court in Santa Barbara to offset the costs of modifying the target location in the Jury Assembly Building. I am grateful for the consideration and suggestion and agree that closing the existing juvenile building on Hollister Avenue is the best long term plan for the Court.

After five years of budget cuts, nearly 30% reduction in funding and a 26% vacancy factor among court staff, our court announced the intended closure of the Santa Barbara Juvenile Court facility on Hollister Avenue in Goleta. This facility is an aging modular building adjacent to a juvenile detention center which was decommissioned by the probation department years ago for its own budget challenges. The Court's intention is to consolidate the juvenile court operation into Dept. 14 on the 2<sup>nd</sup> floor of the Jury Assembly Building located at 1108 Santa Barbara Street, in Santa Barbara.

We take this action in order to gain efficiencies in court operations. Juvenile filings have declined 38% in recent years. The juvenile operation on Hollister Avenue is now a part-time assignment. However, given the storage of files at that location and the sensitivity of juvenile matters the Court has continued to function there. That is no longer a luxury we can afford.

By relocating the operation to the downtown Santa Barbara facility we will gain efficiencies in the use of existing staff and save on the commuting time to and from the remote location. This benefit also inures to the Sheriff's Department, District Attorney, Public Defender as well as already strained court reporter and interpreter resources. By operating out of the downtown Santa Barbara location we can more swiftly redeploy staff when the juvenile court has gone dark for the day. With a 26% vacancy factor among current staffing the time is critical to take advantage of the efficiencies gained by this relocation.

In order to complete the relocation the target facility requires some modification. Before your committee is a proposal to add two meeting rooms for attorneys and clients to confer in a confidential setting. Additionally, a critical attorney and in-custody minor interview space is proposed. These items are listed as a priority three according to the established guidelines. I urge you to consider establishing these proposals as a priority two.

I make this recommendation based upon the following factors;

- savings to the Judicial Council by terminating existing maintenance and support expenses associated with the juvenile modular facility on Hollister Road
- savings from reduced utilities and janitorial services at the current juvenile facility
- consolidation of court staff and efficiencies gained through the elimination of a commute to a remote location
- the target facility improves access to justice by relocating to a more central location with improved access to public transportation (the transit hub for Santa Barbara is two blocks away from the proposed location)
- ease of access for justice partners which are headquartered immediately adjacent to the proposed facility
- the target facility is intended serve as a juvenile justice center for downtown Santa Barbara with classrooms available for juvenile education and counseling programs in the assembly room on the first floor
- assembly room on the first floor will also serve as a training facility for the Court
- improved integrity and respect for the justice system by housing juvenile court functions in a more modern and appropriate long term solution instead of a rapidly deteriorating temporary modular facility.

Establishing the juvenile court in a more centrally located and dignified facility provides improved access to justice and better serves the community. The TCFMAC consideration of reclassifying these projects to a priority two is the first step towards achieving that success under difficult circumstances. I appreciate the time and reconsideration the committee affords these projects.

Sincerely,

Darrel E. Parker  
Court Executive Officer  
Superior Court of California

County of Santa Barbara

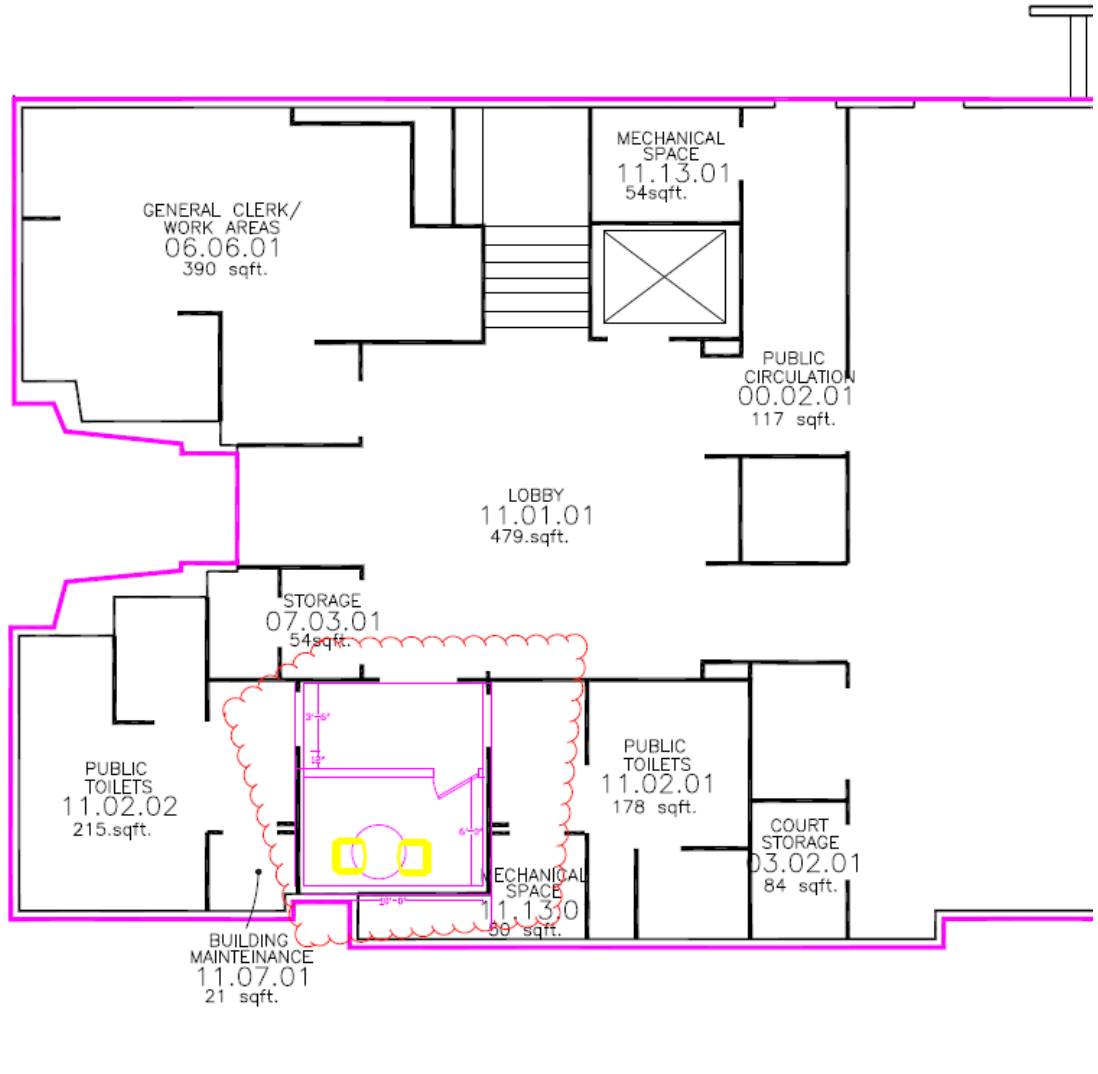
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cc: Presiding Judge James Herman  
Asst. Presiding Judge Patricia Kelly



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

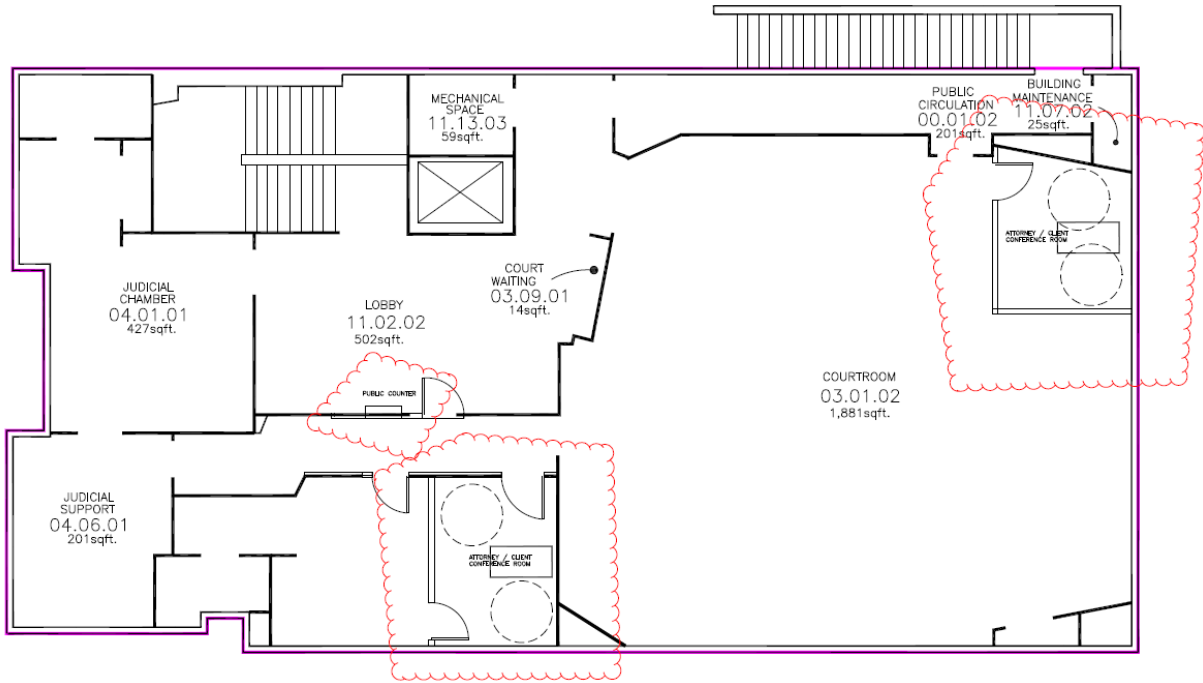


Jury Assembly Building, Floor 1 Floorplan

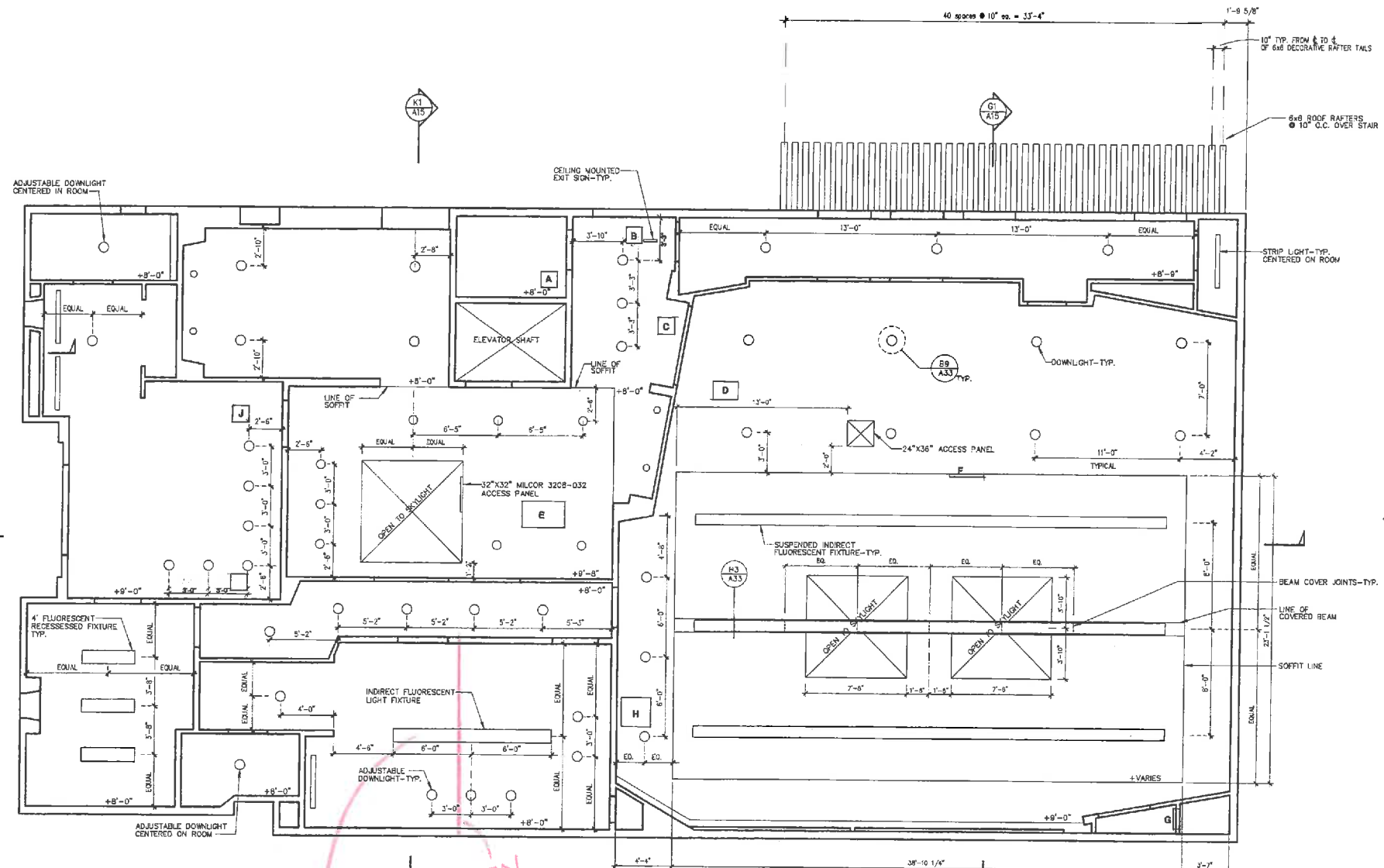


# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE



Jury Assembly Building, Floor 2 Floorplan



E2  
A13

K1  
A15

D1  
A15

K2  
A13

G1  
A15

E1  
A14

K1  
A14

L	24x24 CLG. ACCESS	1 HR FIRE RTD	MILCOR 3210
M	12x12 WALL	1 HR FIRE RTD	MILCOR 3210
K	12x12		3204
J	12x12		3204
H	24x24 CLG.		3204*
G	18x24 WALL		3204*
F	18x30 WALL	MOUNT HORIZONTALLY	3204*
E	24x36	1 HR FIRE RTD	MILCOR 3210.098
D	12x18		
C	12x12 CLG. ACCESS		MILCOR 3210
B	12x12	1 HR FIRE RTD	MILCOR 3210.072
A	12x12 CLG. ACCESS		MILCOR 3210

DATE: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_

2 STORY BUILDING

PRODUCT NO. 30

A11

of 32 sheets

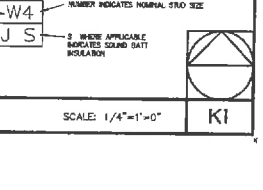
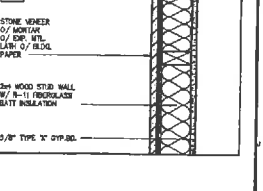
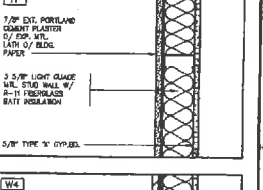
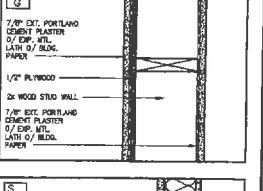
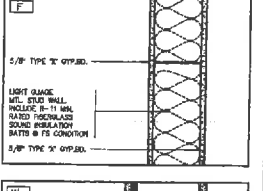
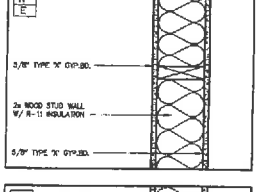
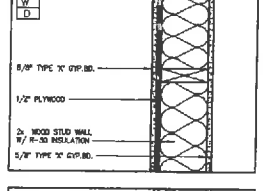
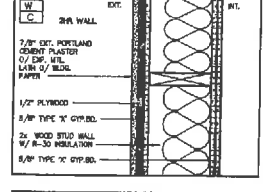
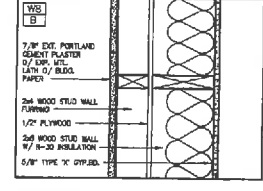
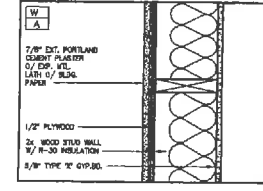
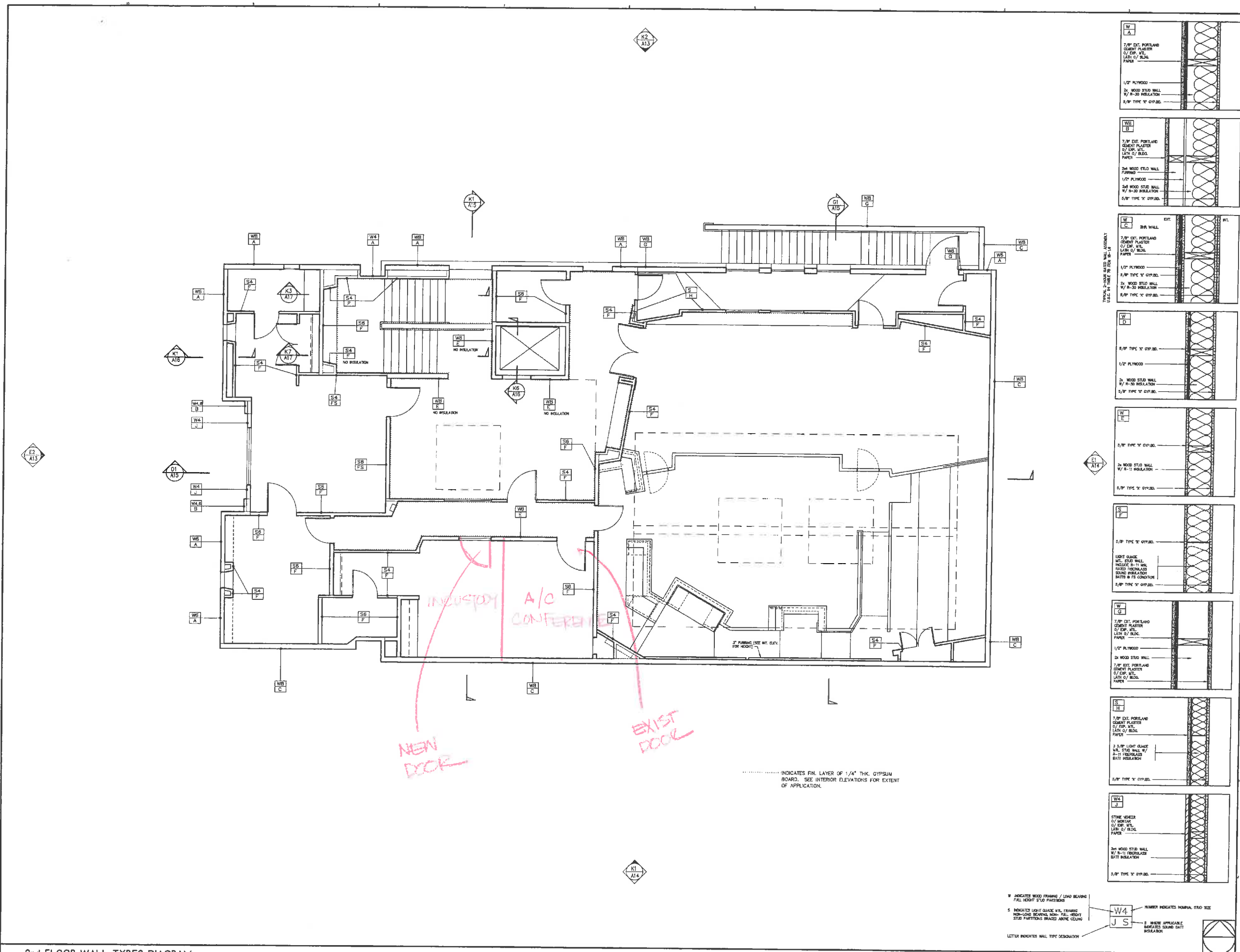
2nd FLOOR REFLECTED CEILING PLAN

SCALE: 1/4" = 1'-0" K1

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JURY ASSEMBLY BUILDING  
1108 SANTA BARBARA STREET  
SANTA BARBARA, CA



TYPE	DESCRIPTION
W1	7/8\"/>
W2	7/8\"/>
W3	2x4 WALL, EXT. 7/8\"/>
W4	8/8\"/>
W5	8/8\"/>
W6	8/8\"/>
W7	7/8\"/>
W8	7/8\"/>
W9	STONE VENEER, 2x4 WOOD STUD WALL, 1/2\"/>
W10	STONE VENEER, 2x4 WOOD STUD WALL, 1/2\"/>

2ND FLOOR WALL TYPES  
2 STORY BUILDING  
PROJECT NO. 30

A10  
OF 33 SHEETS  
LATEST REVISION

2nd FLOOR WALL TYPES DIAGRAM



## JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

### **Action Item 6 – (Action Required) – Updated Prioritization Methodology**

#### **Summary:**

Review changes to updated Prioritization Methodology that was presented at the January 16 meeting.

#### **Supporting Documentation:**

- Updated Prioritization Methodology (with markups)

#### **Action Requested:**

Review and approve updated draft of Prioritization Methodology



# Guidelines for Prioritizing and Ranking Facility Modifications

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



JUDICIAL COUNCIL  
OF CALIFORNIA

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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 emergency, 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, 2014, 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 lessmore 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.

**Comment [HS1]:** Priority 7 - Without a change to the Council approved FM Policy we cannot add to the priority system officially. Scheduled as a discussion topic for the next TCFMAC Meeting

#### 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

Comment [HS2]: working with OERS to define overarching matrix add.

Facility Modifications that are for the express purpose of enhancing court security systems and functions may have an evaluation performed by the JCC Office of Security. Once a project is ranked using the standard methods, means, and interpretations, The Security scoring matrix below will be applied against the final ranked score. For this specific class of project the above scoring method will only be interpreted as a score associated with the Safety and Risk Management aspects of the project.

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 in Attachment 1 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 1 located 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.

## 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 as Attachment 1. 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](http://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](http://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 2) 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 should 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 2).

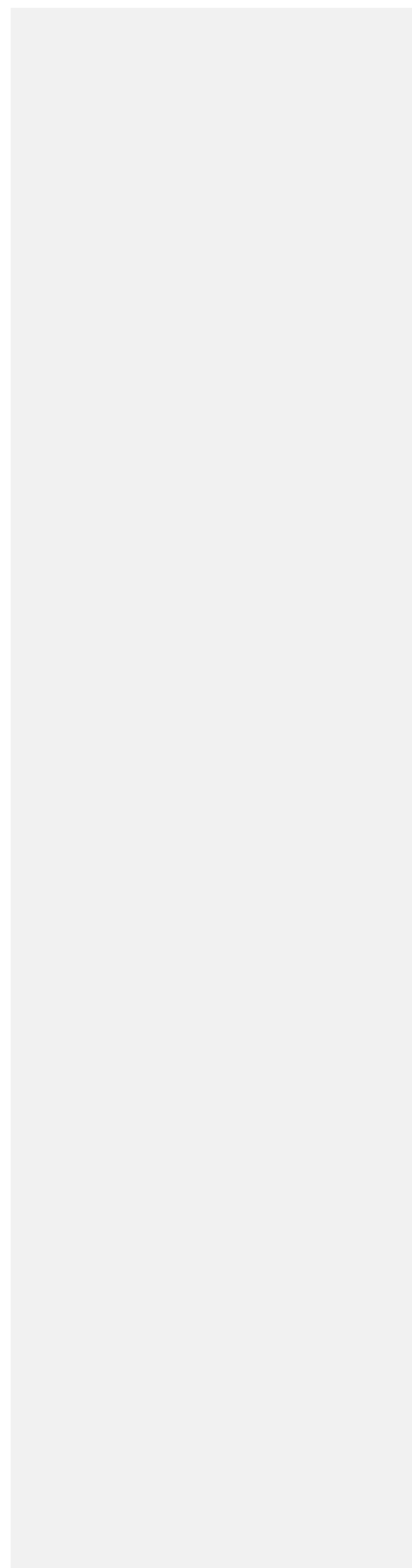
It is imperative on the courts that they consult with the JCC anytime they are planning to add, change, or remove security equipment, or change security procedures that could have a facilities impact. Adding new equipment, removal of equipment, and changing the entry locations for either court staff 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.



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.

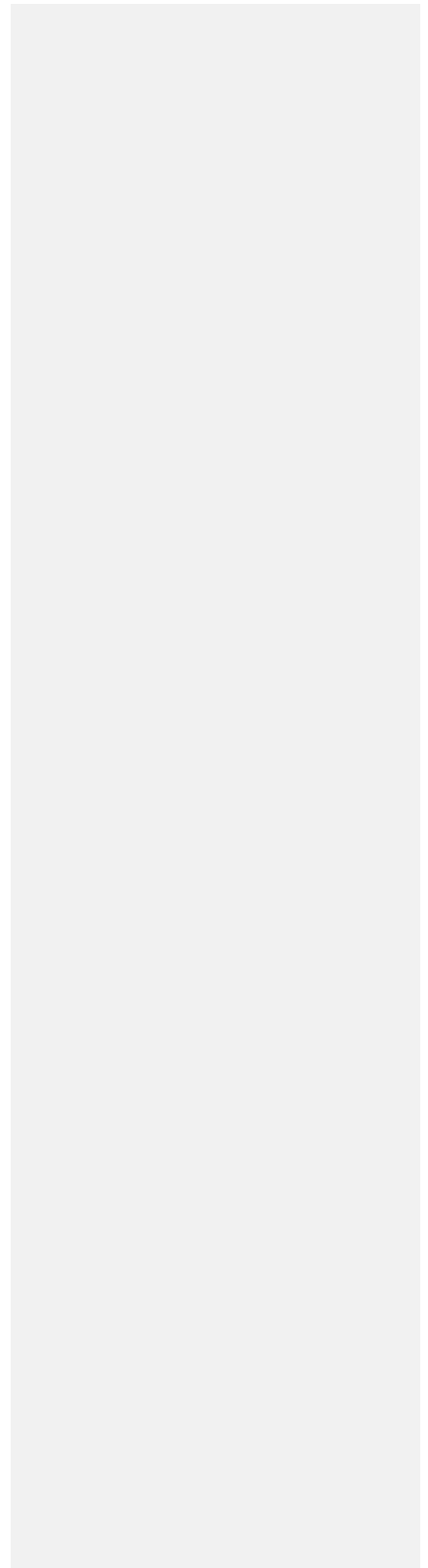
Janitorial related materials include all cleaning material such as detergents and solvents, as well as, any waste generated as a result of cleaning such as greasy rags or waste water containing hazardous material. Management and disposal of janitorial materials and generated waste is the responsibility 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 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 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 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 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 Vandalism & Graffiti Mitigation**

It is the responsibility of the JCC to address vandalism. Vandalism includes graffiti related damage. 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 routine maintenance work. Standard processes and authorities should be used for planning, approval and execution.

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:** Vandalism Mitigation projects may fall under this priority. These projects immediately impact and/or are 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. It would be exceedingly rare for a graffiti related vandalism project to reach this level of impact to court operations.

**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 the building infrastructure. Public areas are generally described as building lobby areas, restrooms within free access areas, and corridors outside of courtrooms where the public congregate. 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 two (2) partitions and/or 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:**

- FM Priority Rating - 2 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.
- FM Priority Rating - 2 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.
- FM Priority Rating - 2 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.
- FM Priority Rating - 3 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;<sup>1</sup> 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.

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<sup>1</sup> 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 7<sup>2</sup> 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

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<sup>2</sup> 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 2) 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 <sup>1</sup>	Trial Court Operations Funds <sup>2</sup>	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		

**Comment [HS3]:** While this is extremely granular this is generated by years of interaction with the courts. Constantly addressing questions and educating new court leadership of specific component level ownership and responsibility within operational facilities. It is detailed specifically because previous higher-level versions left gaps in understanding, training, and subsequent implementation in the field. We can revert to a simpler higher format but that would maintain the issue that this is intended to resolve.

*\*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 <sup>1</sup>	Trial Court Operations Funds <sup>2</sup>	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	Ice-Makers (standalone)	-	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	

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*\*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 <sup>1</sup>	Trial Court Operations Funds <sup>2</sup>	Office of Security (Special Funds)
Interior Finishes	Special Coverings	Visual security barriers (tinting)	X		
Interior Finishes	Special Finishes	Kick plates	X		
Interior Finishes	Wall Coverings	Paneling <sup>[3]</sup>		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, Terrazo, 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		

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*\*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 <sup>1</sup>	Trial Court Operations Funds <sup>2</sup>	Office of Security (Special Funds)
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	
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		

**Comment [HS3]:** While this is extremely granular this is generated by years of interaction with the courts. Constantly addressing questions and educating new court leadership of specific component level ownership and responsibility within operational facilities. It is detailed specifically because previous higher-level versions left gaps in understanding, training, and subsequent implementation in the field. We can revert to a simpler higher format but that would maintain the issue that this is intended to resolve.

**DEFINITIONS:**

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

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

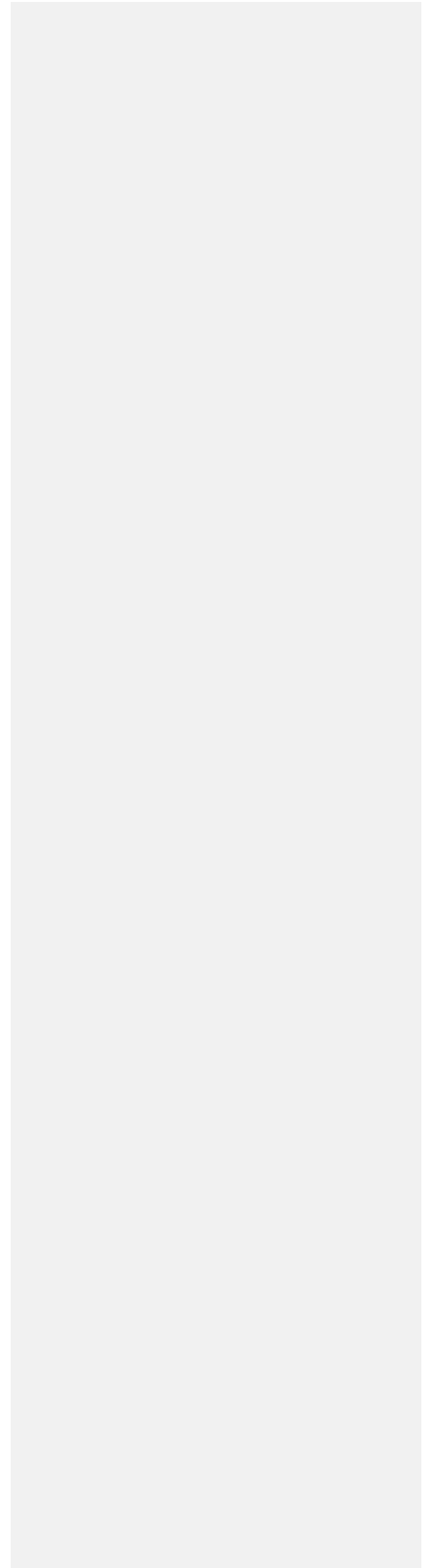
**Fixed Equipment** is defined as those installed as part of the facility infrastructure or hard connected to mechanical or electrical systems.

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**

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



Attachment 1

<b>Building System Category</b>	<b>Subcategory</b>	<b>Building Components and Equipment</b>	<b>Real Estate and Facilities Management<sup>1</sup></b>	<b>Trial Court Operations Funds<sup>2</sup></b>	<b>Office of Security (Special Funds)</b>
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		
Equipment	Surveillance	Digital video recording (DVR) as components of complete security system and plan	X		

Attachment 1

<b>Building System Category</b>	<b>Subcategory</b>	<b>Building Components and Equipment</b>	<b>Real Estate and Facilities Management<sup>1</sup></b>	<b>Trial Court Operations Funds<sup>2</sup></b>	<b>Office of Security (Special Funds)</b>
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



## Attachment 1

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<sup>2</sup> 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.

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

<sup>3</sup> 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: 4/13/2015

## **Discussion Item 1**

### **Summary:**

Priority 3 project request: Merced Superior Court – Old Court flooring, chairs and driveway

### **Supporting Documentation:**

- Merced project packet, including pictures

### **Action Requested:**

Review and discuss project for potential funding



**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MERCED**

[www.merced.courts.ca.gov](http://www.merced.courts.ca.gov)

FROM THE CHAMBERS OF

BRIAN L. McCABE  
PRESIDING JUDGE

TELEPHONE:  
(209) 725-4172

February 18, 2015

Hon. David Edwin Power, Chair  
Trial Court Facility Modification Advisory Committee  
Judicial Council of California  
455 Golden Gate Avenue  
San Francisco, CA 94102-3688

Dear Chairman Power and Members of the Trial Court Facility Modification Advisory Committee:

On behalf of Merced Superior Court, we are contacting you today to seek funding for projects located in the Merced County Courthouse where our Civil, Probate, Dependency and Traffic Courtroom are located. Beginning in 2011, the Court has sought financial assistance with several projects: Interior Finishes and Furniture and Equipment Safety.

- 1) The Old Court was built in 1950. The existing terrazzo flooring found throughout the lobby and hallways was installed as part of the original building construction. The flooring is cracked and over the years the crevices have become increasingly wider. The cracks in the floors have created a safety hazard to the public and Court staff, thus exposing the Court to greater liability and risk. Another issue with the flooring is that it is outdated, which makes it extremely difficult and costly to replace/repair damaged tiles. Due to the age and material of the floors, the only flooring maintenance vendor is located in Los Angeles.
- 2) As with the flooring, the courtroom chairs are also original courtroom furniture pieces and are over 60 years old. The chairs are low seating, made of wood with metal arms, and are anchored into the floor structure. The Court has discovered that it is becoming extremely difficult to repair broken chairs. Locating a vendor to repair or manufacture replacement parts/pieces is difficult to find; therefore, chairs remain broken for an extended period of time exposing the Court to potential safety and liability hazards, ADA compliance violations, and reduced courtroom seating for the public.

The Merced Superior Court respectfully requests that the Trial Court Facility Modification Advisory Committee recommend funding for the proposed modifications at the Old Court as follows:

1. Funding to replace the existing damaged tile flooring in the Old Court lobby and hallways. (cost estimate from 2011 = \$25,200)
2. Funding to replace existing antiquated courtroom chairs. (cost estimate from 2011 = \$28,000)
3. Funding in the amount of \$4,000 to repair driveway potholes.

The approval of funding for the two (2) requests stated above will result in substantial benefits to the Court and public. The modifications are necessary to restore court functions, enhance public safety, minimize court risks and liabilities, and reduce court costs.

We appreciate your time and consideration of the Court's request and we are looking forward to providing you with additional information you may need in regards to these matters.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian McCabe", with a stylized flourish at the end.

BRIAN L. McCABE  
Presiding Judge

cc: Executive Committee  
Linda Romero Soles

# SIERRA SCHOOL EQUIPMENT COMPANY

A CALIFORNIA CORPORATION

CALIFORNIA CONTRACTORS LICENSE # 422359  
P.O. BOX 80667 • 93380-0667  
1911 MINERAL COURT  
BAKERSFIELD, CALIFORNIA 93308-6812  
PHONE (661) 399-2993 • FAX (661) 399-0218  
CELL (559) 246-5104  
[WAYNEAMORUSO@SSECINC.COM](mailto:WAYNEAMORUSO@SSECINC.COM)

January 19, 2015

Mr. Michael Furtado  
PRIDE Industries  
Stationary Building Engineer  
10030 Foothills Blvd.  
Roseville, CA. 95747-7102

Phone: (916) 508-9015  
Email: [michaelfurtado@prideindustries.com](mailto:michaelfurtado@prideindustries.com)

Re: Merced Courthouse – Rooms 7 and 8 Auditorium Chairs

Dear Michael

In accordance with your request, Sierra School Equipment Company is pleased to present the following observation of the condition of the seating for your review.

I have personally visited both courtrooms in the recent past months numerous times and observed the following:

- 1.) The existing chairs are 35 plus years old.
- 2.) The existing chairs are not operating in a safe manner.
- 3.) The existing chairs do not meet current code on numerous levels.
- 4.) The existing chairs do not have the auto-lift features which make existing the rows and room safely.
- 5.) The existing chairs do not accommodate the needed ADA wheelchair positions
- 6.) The existing layout does not allow semi-ambulatory seating.

Repairing the existing chairs is not possible as the needed parts are no longer available in the current marketplace. In addition to needed parts some of the existing chairs would need to be removed to make room for the wheelchair spots. The existing chairs cannot be modified to offer the auto-lift feature for current code compliance. Attempts in numerous facilities to do so have all failed due to stress on the old parts that cause catastrophic failure resulting in injuries to the occupants.

## Recommendations:

Our professional opinion taking into consideration aesthetics, safety, code compliance, and cost is to replace

all the audience seating using current models that fully comply with current codes. This will complete the “look” of the rooms as the jury chairs were replaced a few years ago. The new chairs will offer the courts with twenty (20) plus years of common use of the chairs and make for beautiful look in the rooms. We have attached a quotation for your use in procuring the new chairs.

Sincerely

*Wayne P. Amoruso*

Wayne P. Amoruso  
Sierra School Equipment Company  
Date: January 19, 2015

















# JUDICIAL COUNCIL OF CALIFORNIA

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TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

## **Discussion Item 2**

### **Summary:**

Review of elevator entrapment trends at Compton Courthouse and Gordon Schaber Courthouse as related to elevator upgrade projects in both buildings

### **Supporting Documentation:**

- Slides

### **Action Requested:**

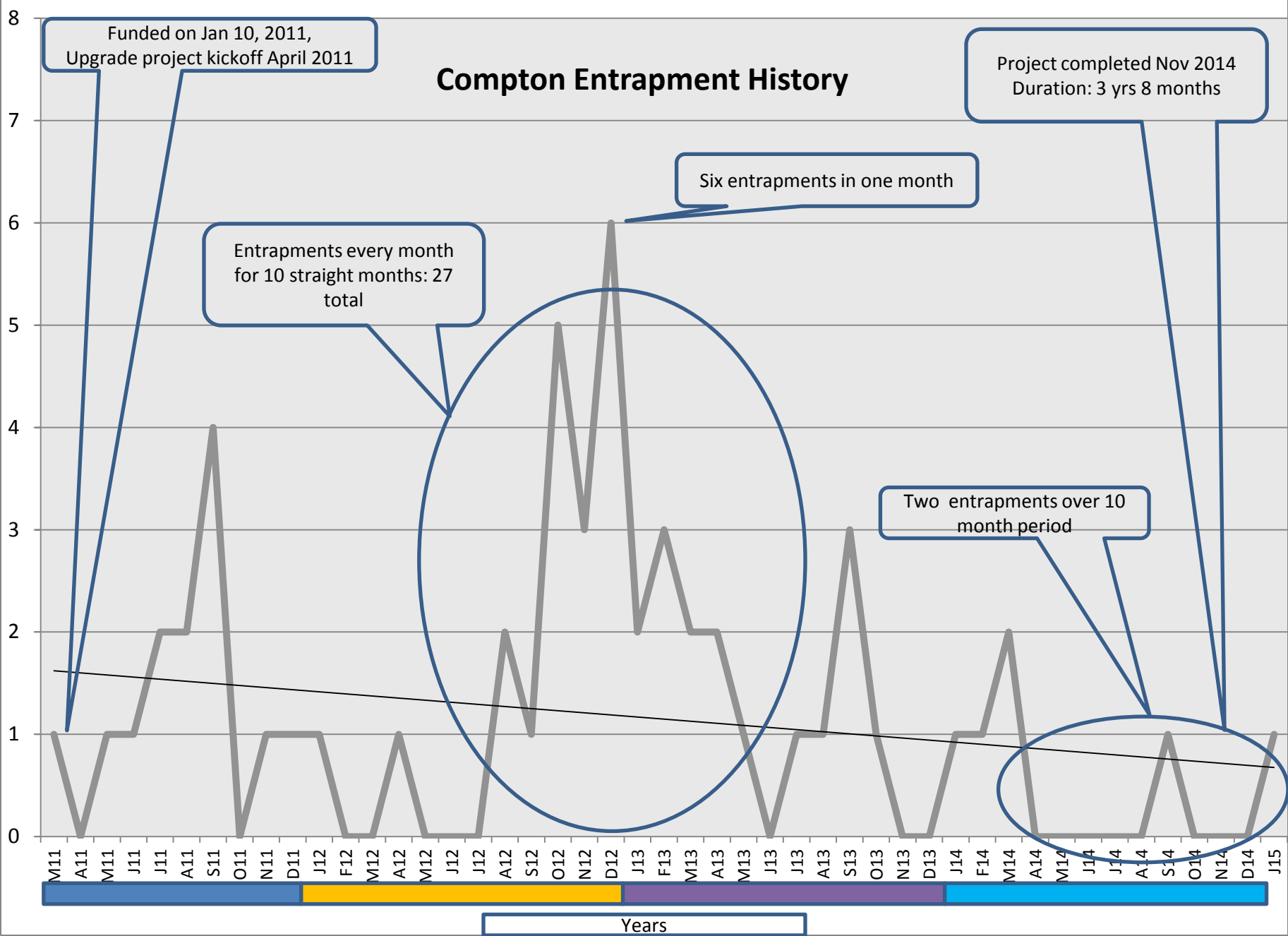
None

## Discussion Item 2

### Case Study - Elevator Entrapments

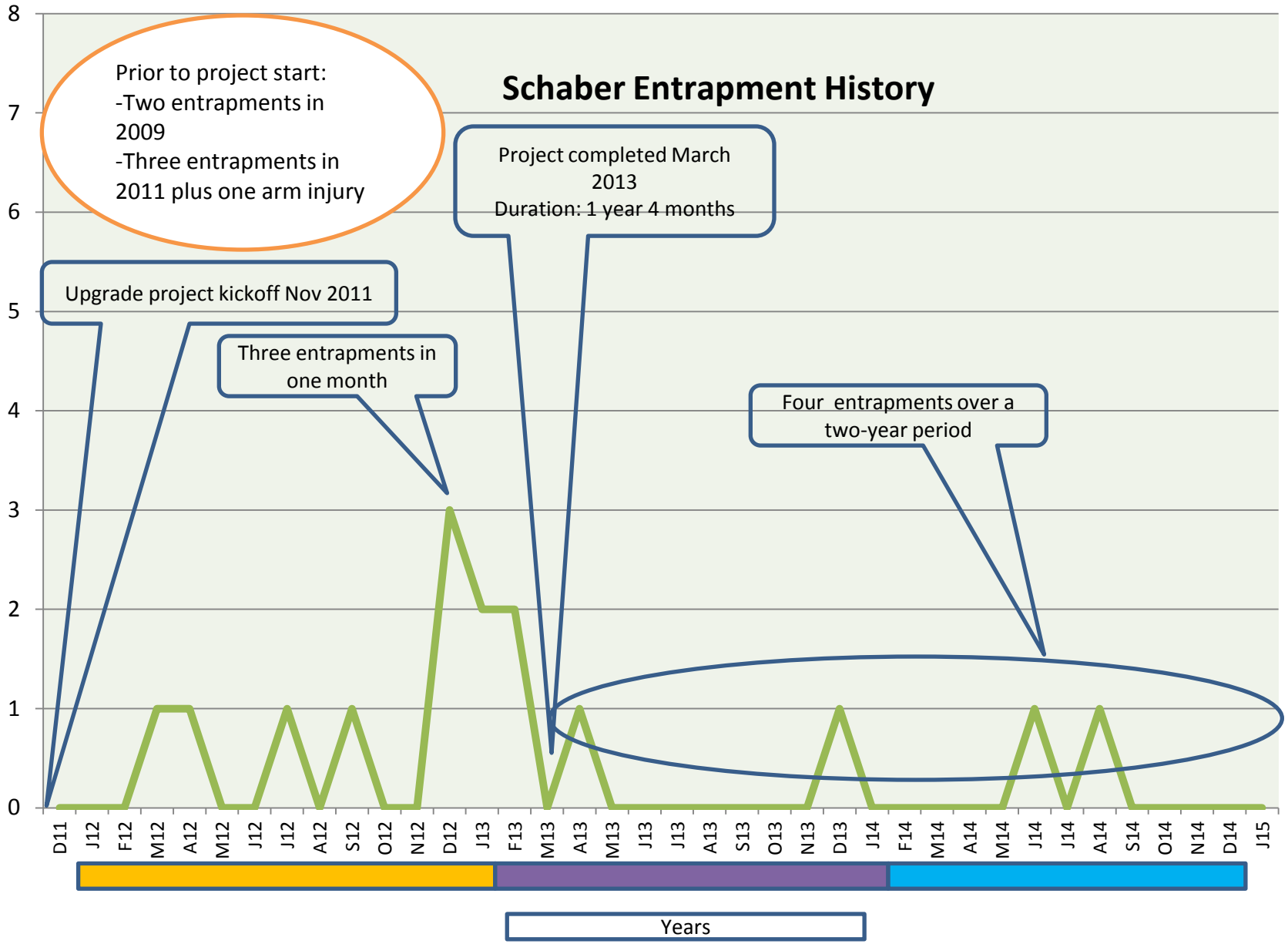
- Material benefit of renovation efforts
- Historical condition compared to current condition
- Improved operational efficiency

# Compton Entrapment History



Years

# Schaber Entrapment History





# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

## **Discussion Item 3**

### **Summary:**

Possible introduction of a Priority 7 category for Facility Modifications

### **Supporting Documentation:**

- Slides
- Existing Priorities

### **Action Requested:**

Discuss the potential to add a Priority 7 category to the program

## Discussion Item 3

### Introduction of Priority 7

- “Desirable For Reasons Not Related To Court Operations”
- Introduced to account for requests such as electric vehicle charging stations
- Until written into the policy and approved by Judicial Council, this type of work will be Priority 5 work

### 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.





# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

## **Discussion Item 4**

### **Summary:**

Backlog of projects that have been approved by the committee, but are in a Deferred project status

### **Supporting Documentation:**

- Slides
- List of affected FMs

### **Action Requested:**

Review and discuss backlog

# Discussion Item 4

## Approved, But Deferred Project Backlog

Data as of March 24, 2015

Total Approved & Active FM Projects	479	\$ 94,335,148	
			Average FM Cost
Projects In work Less than \$100k	370	\$ 6,849,446	\$ 18,512
Projects In Work \$100k - \$1,000,000	87	\$ 33,120,510	\$ 380,696
Projects In Work \$1,000,000 and above	22	\$ 54,365,192	\$ 2,471,145

Assignment Overview	Total Count	Total Value
Projects assigned to PM III – 5 FTE	64	\$59,326,419
Projects assigned to SFMA/FMA – 24 FTE	398	\$21,510,877
Pending PM Assignment	20	\$18,646,933

# Discussion Item 4

## Approved, But Deferred Project Backlog

Includes FMs approved today

System	TCFMAC Auth Cost	Project Count
HVAC	\$2,066,752	9
Fire	\$2,110,646	5
Electrical	\$817,300	2
Elevator	\$8,679,230	3
Exterior Shell	\$111,727	2
Remodel	\$2,900,000	1
Roofing	\$4,393,251	6
<b>Grand Total</b>	<b>\$21,078,906</b>	<b>28</b>

Court	TCFMAC Auth Cost	Project Count
Alameda	\$176,491	2
Contra Costa	\$1,291,537	3
Los Angeles	\$13,152,495	13
Orange	\$1,509,215	2
Placer	\$2,900,000	1
San Bernardino	\$580,000	1
Santa Clara	\$824,415	1
Solano	\$107,865	1
San Diego	\$57,302	1
Stanislaus	\$280,000	1
Riverside	\$95,486	1
Merced	\$104,100	1
<b>Grand Total</b>	<b>\$21,078,906</b>	<b>28</b>

# Discussion Item 4

## Approved, But Deferred Project Backlog

Reason	TCFMAC Auth Cost	Count of Type
PM Resource	\$18,646,993	20
Year End	\$2,431,913	8
<b>Grand Total</b>	<b>\$21,078,906</b>	<b>28</b>

- Impacts to Execution
  - 3 New PMIII staff in Hiring process
  - CFR Projects take priority - \$9.7M
  - Year End Closure of Contracting

# Discussion Item 4

## Approved, But Deferred Project Backlog

Fiscal Year	Court Funded FM Work
FY 11/12	\$348,046
FY 12/13	\$317,399
FY 13/14	\$4,260,604
FY 14/15	\$9,964,323

- 1% Reserve impacts FM execution
- Funding rules require work start prior to year end
- Planning and Design is required

## Discussion Item 4

### Approved, But Deferred Project Backlog

- Backlog Decrease Strategy
  - Finalize hiring process
  - Improve Work Load Analysis tools
  - Research leveraging JBCP PM Resources
  - Improve speed of contracting process
  - Encourage Courts to plan proactively



	FM Number	Location	Facility Name	Building ID	Priority	Short Title	TCFMAC Auth Cost \$	Type	Reason
1	FM-0054046	Alameda	Hayward Hall of Justice	01-D1	2	Exterior Shell- -Replace the failed outdoor steel staircase, guardrails, and hand rails, with an industrial aluminum staircase, guardrails, and hand rails, located outside of the basement mechanical room - Steel support structure is rusted through in locations and has developed cracks - The stairs have been closed to use as they are unsafe which limits engineers access to the basement boiler/mechanical room.	\$ 52,822	Exterior Shell	PM
2	FM-0053469	Contra Costa	Wakefield Taylor Courthouse	07-A2	2	HVAC - Remove and dispose of existing cooling tower; Re-slope and re-roof 800 sq ft of roofing; Install one (1) new 227 ton cooling tower. Provide and install 40 LF of 8 steel piping and 20 LF of 1 copper piping including fittings, valves and supports; Provide a new VFD; Connect cooling tower to the existing BAS. Work requires a crane and is to be done off hours - Existing Cooling tower is rotting and leaking. The water pools on the roof due to slope problems.	\$ 429,416	HVAC	PM
3	FM-0053468	Contra Costa	Danville District Courthouse	07-C1	2	HVAC - Remove and dispose of (4) failing rooftop AHUs; Install (4) new units, (1) 7.5 ton, and (3) 12.5 ton; Install 4 new roof curbs; Install (4) economizers and (4) smoke detectors; Install and wire (4) new thermostats (200 ft of wire); Modify 240 sq ft of ductwork to fit new units; Requires a crane and off hours installation. - Units are past useful life and require excessive maintenance.	\$ 294,518	HVAC	PM
4	FM-0053477	Contra Costa	George D. Carroll Courthouse	07-F1	2	HVAC - Remove and replace one (1) 40 Ton roof top condenser, (1) 40 Ton indoor condenser, and (4) 10 ton scrolls and heat exchanger; removal and replacement of (16) seismic spring isolators, (2) water pumps, (2) 3 triple duty valves and suction diffusers and (6) 3 flex connections, (2) thermometers and pressure gauge valve kits, (2) 1 1/4 and 1 3/8 flex connections, (1) Pot Feeder, (100) LF of 3 chilled water piping and (100) LF of refrigerant piping; New refrigerant Leak detection system.	\$ 567,603	HVAC	PM
5	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	Exterior Shell	PM
6	FM-0052243	Los Angeles	Alhambra Courthouse	19-I1	3	Energy Efficiency Project -19I1_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	Electrical	PM



FM Number	Location	Facility Name	Building ID	Priority	Short Title	TCFMAC Auth Cost \$	Type	Reason
7 FM-0035537	Los Angeles	Pasadena Courthouse	19-J1	2	Elevator - Elevator Renovation - Complete renovation of five (5) traction and two (2) hydraulic elevators. Work will include but not be limited to, car frames and platforms, buffers and safeties, hoistway entrance frames, doors and pit equipment, new AC gearless machines, micro-processor control systems, regenerative VVVF AC drives, fly ball governors, closed loop heavy duty high speed operators, current code required wiring, interior and lobby control panels, counterweights and roller guides.	\$ 3,893,560	Elevator	PM
8 FM-0049106	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Elevator - Elevator Renovation - Complete renovation of eight (8) gearless traction elevators, six 3,000 lb capacity and two 8,000 lb capacity. Work will include but not be limited to, car frames and platforms, buffers and safeties, hoistway entrance frames, doors and pit equipment., new AC gearless machines, micro-processor control systems, regenerative VVVF AC drives, fly ball governors, closed loop heavy duty high speed operators, current code required wiring, interior and lobby control.	\$ 3,851,000	Elevator	PM
9 FM-0052807	Los Angeles	Stanley Mosk Courthouse	19-K1	2	Fire Protection - Replace 1,811 sprinkler heads throughout facility that are more than 50 yrs old and found deficient and/or painted over during latest inspection. Sprinkler heads have failed U/L testing.	\$ 215,621	Fire	PM
10 FM-0054270	Los Angeles	Parking Booth-Edelman Court	19-Q2	2	Elevator - Elevator Renovation - Complete renovation of two (2) traction elevators and one (1) hydraulic elevator. Work will include but not be limited to, car frames and platforms, buffers and safeties, hoist way entrance frames, doors and pit equipment, new AC gearless machines, micro-processor control systems, regenerative VVVF AC drives, fly ball governors, current code required wiring, interior and lobby control panels, car and hall door panels with new doors, counterweights and roller.	\$ 934,670	Elevator	PM
11 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	HVAC	PM
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	Electrical	PM





	FM Number	Location	Facility Name	Building ID	Priority	Short Title	TCFMAC Auth Cost \$	Type	Reason
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	Remodel	PM
14	FM-0052909	San Bernardino	Barstow Courthouse	36-J1	2	Roof - Remove and Replace Roof - Remove and ACM abate approximately 26,000 SF of existing roof material and replace it with approximately 26,000 SF of new 20 year warranty, Title 24 compliant, roof system. Scope includes providing a 3rd party Hygienist to monitor the abatement, removing damaged seal around building, replacing counter flashing and pipe / vent flashing at various locations, and other work as per SOW.	\$ 580,000	Roofing	PM
15	FM-0053442	Santa Clara	Palo Alto Courthouse	43-D1	2	Roof - Replace 22,000 sq. ft of deteriorated roof, coping metal (1000 sq ft), Gravel stops (250 sq ft), Surface mount (450 sq ft) and deteriorated over flow drains. The roof is showing signs of cracking and ponding. Roof leaks are evident in the building.	\$ 824,415	Roofing	PM
16	FM-0054507	Alameda	Wiley W. Manuel Courthouse	01-B3	2	HVAC - Replace six failed, corroded and severely leaking cooling coil condensate drain pans in air handlers one and two located in the rooftop mechanical penthouses.	\$ 123,669	HVAC	PM
17	FM-0054043	Solano	Hall of Justice	48-A1	2	HVAC - Replace three (3) failing chilled water coils and three (3) failing heating hot water coils located in AHU S1.	\$ 107,865	HVAC	PM
18	FM-0053008	Los Angeles	Compton Courthouse	19-AG1	2	Roof - Remove and replace the upper roof, main roof deck and stand alone restroom roofs (approximately 34,000 SF) with a 3 ply roofing system, roofing system is failing. Work includes new flashings, and reglet metal where needed.	\$ 747,216	Roofing	PM
19	FM-0052982	Los Angeles	Metropolitan Courthouse	19-T1	2	Roof - Remove and replace existing main deck, penthouse & stairwell deck roofs (27,000 SF) with new 3 ply roof systems. Roofing system is failing. Work includes new flashings and reglet metal where needed, metal etching and repainting of the deteriorating standing seam metal roof (2,535 SF) and cleaning and resetting roof drains and caps.	\$ 634,160	Roofing	PM
20	FM-0052980	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Roof - Remove and replace existing roof (62,550 SF) with new PVC roof system at the Main Deck, Penthouse decks (4) and lower eyebrow deck. Roofing system condition reports recommends replacement to mitigate leaks and imminent failure in a large percentage of the overall roofing system. New roof drains required for change in roofing systems.	\$ 1,503,360	Roofing	PM
21	FM-0054640	Los Angeles	Metropolitan Courthouse	19-T1	2	Fire Protection - Replace Fire doors, add panic hardware, magnetic hold open, and smoke detectors with relay modules and tie into the fire alarm system to close upon activation. Fire Marshall corrections for the Fire Rated doors located on Level A, B, and C.	\$ 76,882	Fire	Year End



	FM Number	Location	Facility Name	Building ID	Priority	Short Title	TCFMAC Auth Cost \$	Type	Reason
22	FM-0017040	Los Angeles	Compton	19-AG1	2	Fire - Phase 1 - Building alarm system is not code compliant and must be renovated to comply with State Fire Marshal notice to comply.	\$ 818,000	Fire	Year End
23	FM-0028322	Orange	Central Justice Center	30-A1	2	Fire - Phase 1 - Building alarm system is not code compliant and must be renovated to comply with State Fire Marshal notice to comply.	\$ 913,973	Fire	Year End
24	FM-0054490	Los Angeles	Alhambra Courthouse	19-I1	2	Fire Protection - Replace 4" Pre-Action Fire Valve assembly (UL listed). Ensure that a secondary form of Fire Watch is set into place during replacement operations. Connect to 120 volt power supply for Fire valve assembly and connect Pre-Action valve to fire panel. Correct deficiency from State Fire Marshal Report; Replace pre-action system with one that is UL listed and	\$ 86,170	Fire	Year End
25	FM-0054637	San Diego	North County Regional Center - Vista Center	37-F2	2	HVAC - Replace failed, leaking chilled water coils on AHU-4,12. Work will include, but not limited to ACM testing and abatement if required, new valves, pressure gauges, crane to remove old and place new custom coil units on roof top with after hours execution.	\$ 57,302	HVAC	Year End
26	FM-0054726	Stanislaus	Modesto Main Courthouse	50-A1	2	HVAC - To replace failing Baltimore Aircoil Cooling Tower CTW01 (OM00003271) located in the east penthouse - The shell of Cooling Tower CTW01 has severe corrosion damage. There are several locations on the tower that have rusted through leaving too many holes to effectively repair. The base of the tower is also severally corroded and must be replaced.	\$ 280,000	HVAC	Year End
27	FM-0054641	Riverside	Larson Justice Center	33-C1	2	HVAC - Cooling Tower - Remove and replace the sand filtration system and the associated piping of the BAC cooling tower with a new centrifugal separator. Current system has failed and is not efficient and is costly to maintain. Each time the system is back flushed it removes the water treatment chemicals. The replacement system will save in maintenance costs, reduce health risks, maximize equipment life and minimize downtime through elimination of back flushing.	\$ 95,486	HVAC	Year End
28	FM-0051815	Merced	Old Court	24-A1	2	Roof Request- Pressure wash 1,4000 square feet of exterior corridor roof and 200 square feet of exterior window ledge - apply brush able caulking window ledge & coat with elastomeric roof coating at 3 gal per square feet- attach 16 3/4 pressure treated plywood at the eaves of the main corridor to bridge a water trough - fully adhere 1/4 per foot tapered Isocyrante insulation - fully adhere Sarnafil 60 mil G410 PVC single-ply membrane over the Isocyrante insulation - saw cut wall for counter-fl.	\$ 104,100	Roofing	Year End
							<b>\$ 21,078,906</b>		



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

## **Discussion Item 5**

### **Summary:**

Review of Window Washing program implemented in FY 2013-2014

### **Supporting Documentation:**

- Slides

### **Action Requested:**

Review and discuss program

## Discussion Item 5

### Window Washing Program

- Original Budget - \$800k
- Actual Expenditure - \$140k
- Cost/Sq. Ft - \$0.51
- Qualified Cnty/Bldg count - 35/99
- Executed Cnty/Bldg count - 27/53

# Discussion Item 5

## Window Washing Program

- Why?
  - Projected O&M shortfall in 16/17
  - Failed Rooftop Equipment
  - Lack of OPOS certification
  - Court preferences
  - Most Completed 3 Stories or less

# Discussion Item 5

## Window Washing Program

- Lessons Learned
  - Significant FM investment
  - Some courts funding this function
  - Public perception – Drought, Branch Funding
  - Seasonal schedule – Preference for Spring-time
  - Facility Height is a major factor in execution
  - Bullet Resistant glass cleaning requirements



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

Meeting Date: 4/13/2015

## **Discussion Item 6**

### **Summary:**

Review committee membership nomination and reappointment process

### **Supporting Documentation:**

- Slides
- Memo on nominations
- Nomination form

### **Action Requested:**

Review and discuss process

## Discussion Item 6

# Committee Nomination and Reappointment Process

- Nomination Deadline May 8
- E&P Intends to stagger appointments
- Standard is a 3-year term
- Current Membership Terms



## Discussion Item 6

# Committee Nomination and Reappointment Process

Position	County	Member Name	1st Term Start	1st Term End	Current Term Start	Current Term End
Chair	Solano	Hon. David Edwin Power	7/13	10/14	11/1/2014	9/14/2015
Vice-Chair	Los Angeles	Hon. William F. Highberger	7/13	10/14	11/1/2014	9/14/2016
Trial Court Judicial Officer	Glenn	Hon. Donald Cole Byrd	7/13	10/14	11/1/2014	9/14/2015
Trial Court Judicial Officer	Santa Clara	Hon. James L. Stoelker	11/1/2014	9/14/2015	11/1/2014	9/14/2015
Trial Court Judicial Officer	Los Angeles	Hon. William F. Highberger	7/13	10/14	11/1/2014	9/14/2016
Trial Court Judicial Officer	Solano	Hon. David Edwin Power	7/13	10/14	11/1/2014	9/14/2015
Trial Court Judicial Officer	Monterey	Hon. Vanessa W. Vallarta	8/1/2014	9/14/2015	8/1/2014	9/14/2015
Judicial Administrator	San Diego	Mr. Michael Roddy	12/13	10/14	11/1/2014	9/14/2015
Judicial Administrator	Merced	Ms. Linda Romero-Soles	7/13	10/14	11/1/2014	9/14/2015
Judicial Administrator	Tuolumne	Ms. Jeanine D. Tucker	7/13	10/14	11/1/2014	9/14/2015
Judicial Administrator	Sacramento	Ms. Christina M. Volkens	7/13	10/14	11/1/2014	9/14/2015



## JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue • San Francisco, California 94102-3688  
Telephone 415-865-4200 • Fax 415-865-4205 • TDD 415-865-4272

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### MEMORANDUM

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Date	Action Requested
March 10, 2015	Submit nomination information by requested deadline
To	Deadline
Justices of the Supreme Court	May 8, 2015
Justices of the Courts of Appeal	Contact
Judges, Commissioners, and Referees of the Superior Courts	Nancy Carlisle
Executive Officers of the Superior Courts	415-865-7614
Clerk/Administrators of the Courts of Appeal	<a href="mailto:nancy.carlisle@jud.ca.gov">nancy.carlisle@jud.ca.gov</a>
Judicial Council Members	Maria Kwan
Judicial Council Advisory Committee and Task Force Members	415-865-4543
Bar Associations	<a href="mailto:maria.kwan@jud.ca.gov">maria.kwan@jud.ca.gov</a>
Law-Related Community Organizations	
Interested Others	
From	
Jody Patel, Chief of Staff	
Nancy Carlisle, Supervising Court Services Analyst	
Leadership Services Division	
Subject	
2015 Judicial Council Advisory Body Nominations	

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The Executive and Planning Committee of the Judicial Council of California is soliciting nominations to fill vacancies on the Judicial Council advisory bodies.

The Judicial Council is the policymaking body of the California courts. Under the leadership of the Chief Justice and in accordance with the California Constitution, the council establishes policies and sets priorities for the judicial branch of government. It is responsible for ensuring the consistent, independent, impartial, and accessible administration of justice on behalf of the public and the court system as a whole.

The *Strategic Plan for California's Judicial Branch, 2006—2012, Justice in Focus*, Goal 1 focuses on access, fairness, and diversity in the courts. “The makeup of California’s judicial branch will reflect the diversity of the state’s residents.” The Judicial Council continues to promote broad diversity among the membership of the Judicial Council and its advisory groups in order to ensure diverse perspectives and an inclusive environment. (Goal 1, Policy 8.)

#### Advisory Body Vacancies

The Chief Justice appoints advisory body members according to positions or categories prescribed by the California Rules of Court and by statute. Positions held by members vary according to the focus of the committee. For example, the Appellate Advisory Committee includes the categories of appellate justice and trial court judge with appellate experience; the Family and Juvenile Law Advisory Committee includes the categories of CASA director and children’s rights attorney. The 2015 advisory body nomination form lists the positions for which nominations are being solicited in this cycle.

#### Advisory Body Responsibilities and Time Commitment

The council’s advisory bodies regularly monitor certain topics or areas of law as they impact the judicial branch. Each advisory body reviews and makes recommendations on programs, legislation, rules, standards, forms, and other policy initiatives within its purview. Membership requires a commitment of 10 hours per month on average but may vary considerably from month to month, depending on the projects under way. Advisory bodies meet in person up to one time per year and by telephone conference 5 to 10 times per year.

#### Advisory Body Members’ Terms

Terms of service for advisory body members are generally three years, although some terms are for only one or two years. Terms of service for those appointed in this nomination cycle will begin on either September 15, 2015 or November 1, 2015. For a description of the membership, terms, functions, and duties of advisory bodies, see rules [10.30 through 10.70](#) of the California Rules of Court.

March 10, 2015

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### How to Apply

Complete a nomination form, attach nominee's biography or curriculum vitae, and return these by **May 8, 2015**, to:

Judicial Council of California  
Judicial Council Support  
Attn: Maria Kwan  
455 Golden Gate Avenue  
San Francisco, California 94102-3688  
Fax: 415-865-4391  
Email: [jcservices@jud.ca.gov](mailto:jcservices@jud.ca.gov)

Alternatively, the nomination forms can be completed online or downloaded from the California Courts website at <http://www.courts.ca.gov/4650.htm>.

Before nominating someone, please check to ensure that your nominee is interested in a position and is available to serve if selected. Self-nominations are encouraged.

We appreciate your contribution to this important process. If you have any questions, please contact the Judicial Council Support at 415-865-4543.

JP/NC/mk

Enclosure



JUDICIAL COUNCIL OF CALIFORNIA  
2015 Advisory Body Nomination Form

Please complete both sides of this form. Submit a **separate** form for each advisory body.

**Candidate Information**

Candidate's name:  Hon.  Mr.  Ms. \_\_\_\_\_ Title: \_\_\_\_\_  
Court/entity/business name: \_\_\_\_\_  
Official court/entity business mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 If candidate is currently a presiding judge, when will term expire?  Candidate is retired.  
 Check here if nominee is an incumbent.  
Candidate's previous Judicial Council, advisory body, and task force memberships:

Particular areas of expertise in the field of law or court administration:

**Nominator Information (IF APPLICABLE)**

Nominator's name: \_\_\_\_\_ Title: \_\_\_\_\_  
Court/entity: \_\_\_\_\_  
Official court/entity mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Please check here to confirm that the nominee has been contacted and has indicated a willingness to serve if appointed.  
 Candidate's bio or curriculum vitae is attached (**nomination will be considered incomplete without it**).

PLEASE RETURN POSTMARKED OR BY FAX OR E-MAIL NO LATER THAN MAY 15, 2015.  
Judicial Council of California  
Judicial Council Support  
Attention: Maria Kwan  
455 Golden Gate Avenue, San Francisco, CA 94102-3688  
Telephone: 415-865-4543 Fax: 415-865-4391 jcservices@jud.ca.gov

## 2015 ADVISORY BODY MEMBERSHIP CATEGORIES

(Submit one form per advisory body, although you may use one form to indicate interest in or nominations for more than one position on the *same* advisory body.)

Check one box for each position in which you are interested or for which you are nominating a candidate.

### Appellate

- Appellate court justice
- Supreme Court clerk administrator
- Trial court judicial administrator
- Civil appellate lawyer
- Appellate lawyer of the Attorney General's Office

### Center for Judicial Education and Research

- Appellate court justice
- Sitting judicial officer
- Judicial administrator

### Civil Jury Instructions

- Appellate court justice
- Trial court judge
- Lawyer whose primary area of practice is civil law (defense and plaintiff)
- Law professor whose primary area of expertise is civil law

### Civil and Small Claims

- Trial court judicial officer
- Lawyer whose primary area of practice is civil law
- Legal secretary
- Person knowledgeable about small claims law and procedure

### Collaborative Justice Courts

- Judicial officers
- Court-treatment coordinator
- Treatment court graduate

### Court Executives

- Court executive officer (2-5 judge court)
- Court executive officer (16-47 judge court)

### Court Interpreters Advisory Panel

- Appellate court justice
- Court interpreter, other than Spanish, independent contractor
- Court interpreter (Region 3 employee)

### Court Security

- Trial court judge
- Trial court judicial administrator

### Court Technology

- Trial court judicial officer
- Trial court judicial administrator

### Criminal Jury Instructions

- Trial court judge
- Law professor whose primary area of expertise is criminal law

### Criminal Law

- Criminal defense lawyer

### Family and Juvenile Law

- Appellate court justice
- Trial court judicial officer
- Judicial administrator
- Lawyer whose primary practice area is family law
- Child welfare director
- Court Appointed Special Advocate (CASA) director
- Domestic violence prevention advocate
- Lawyer from the California Department of Child Support Services or a local child support agency

### Financial Accountability and Efficiency for the Judicial Branch

- Superior court judge

### Judicial Branch Workers' Compensation Program

- Trial courts and state judicial branch entities knowledgeable about workers' compensation matters
- Court executive officer
- Appellate court clerk/administrators
- Human resources professionals

### Legal Services Trust Fund Commission

- Trial court judge
- Attorney

### Probate and Mental Health

- Judicial officer with experience in probate
- Lawyer or examiner who works for the court on probate or mental health matters
- Person knowledgeable in private management of probate matters in a fiduciary capacity
- Person knowledgeable in mental health or developmental disability law

### Providing Access and Fairness

- Appellate justice
- Trial court judicial officer
- Lawyer with expertise or interest in disability issues
- Lawyer with expertise or interest in additional access, fairness, and diversity issues addressed by the committee
- Lawyer from a trial court self-help center
- County law librarian or other related professional
- Public member

## Judicial Council of California ❖ Advisory Body Nomination Form

### Traffic

- Trial court judicial officer
- Judicial administrator

### Trial Court Budget

- Trial court presiding judge
- Court executive officer

### Trial Court Facility Modifications

- Trial court judicial officer
- Court executive officer

### Workload Assessment

- Judicial officer
- Court executive officer