



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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

**TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE
(REVISED AGENDA)¹**

OPEN MEETING WITH CLOSED SESSION AGENDA

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

OPEN PORTION OF THIS MEETING IS BEING RECORDED

Date: December 7, 2015
Time: 12:00PM - 1:30 PM
Location: Teleconference
Public Call-in Number: 1-877-820-7831 Listen Only Code: 4502468

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

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

Call to Order and Roll Call 12:00PM

Approval of Minutes

Approve minutes of the October 23, 2015 Trial Court Facility Modification Advisory Committee meeting.

II. ACTION ITEMS (ITEMS 1 – 6)

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 36 projects for a total of \$714,778 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 144 projects for a total of \$1,558,464 to be paid from funds previously encumbered for facility modifications less than \$50K.

¹ Revised and reposted on December 2, 2015

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 four projects for a total cost increase to the Facility Modification program budget of \$2,597,778.

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 approving 16 projects for a total cost to the Facility Modification Program Budget of \$3,477,639. Of those 16, staff recommends releasing all projects for execution at this time.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 5 – Action Required) – List E – Court-Funded Facilities Requests (Facility Modifications)

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

Action Requested: Staff recommends five CFRs for review and approval.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 6 – (Action Required) – CFR Approval Authority

Summary: Review staff findings from committee’s direction to mitigate delays in the execution of the CFR process.

Action Requested: Staff recommends that the committee direct staff to perform the following:

1. If the JCC and court both concur that the project meets the requirements of the Council approved CFR process, staff is to work all administrative processes in parallel with the committee approval process.
2. Develop an updated procedure for Committee review that increases the small project maximum value from the current threshold of \$15k to \$50k per project.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

III. DISCUSSION ITEMS (ITEMS 1 - 4)

Discussion Item 1 – List F – Funded Facility Modifications on Hold

Summary: Review and discuss projects that have previously been funded by the committee, but that are on hold for various reasons.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 2 – Fines Distribution Report

Summary: Review and discuss fines distribution as it relates to the facilities program.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 3 – JCC Office Consolidation

Summary: Discuss satellite office closure and impact to REFM staff.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 4 – January 2016 Meeting Location

Summary: Discuss location change for January 2016 TCFMAC meeting.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

IV. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Information Item 1 – Report on Budget Reconciliation

Summary: Informational report on FY 15-16 budget reconciliation and spending plan, as well as completed and canceled facility modifications during the reporting period.

V. ADJOURNMENT

Adjourn to Closed Session

**VI. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(d))
(ACTION ITEMS 1-3)**

Approval of Closed Session Minutes

Approve minutes of the October 23, 2015 Trial Court Facility Modification Advisory Committee closed meeting.

Closed Action Item 1 – Security Related – Facility Modifications Less than \$50K (List B)

Facility Modification Security Projects (Action Required)

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

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

Action Requested: Staff recommends three security related projects for a total of \$14,020 to be paid, from funds previously encumbered for facility modifications less than \$50K.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Closed Action Item 2 – Security Related – Facility Modifications Over \$50K (List D)

Facility Modification Security Projects (Action Required)

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

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

Action Requested: Staff recommends one security related projects for a total of \$133,300 to be paid from funds previously encumbered for facility modifications over \$50K.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Closed Action Item 3 – Court-Funded Facilities Requests (List E) – Leases and Security Related

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

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

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

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

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

Presenter: Ms. Eunice Calvert-Banks, Real Estate Manager, and Mr. Patrick McGrath, Facilities Operations Manager

Adjourn Closed Session