



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Documents

Meeting Date

March 8, 2021



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

NOTICE AND AGENDA OF OPEN MEETING WITH CLOSED SESSION

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

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

OPEN PORTION OF THIS MEETING IS BEING RECORDED

Date: March 8, 2021
Time: 12:00 – 1:30
Public Call-In Number: 1-877-820-7831; passcode 4502468 (Listen Only)

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.

Members of the public seeking to make an audio recording of the open meeting portion of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to tcfmac@jud.ca.gov.

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

Approval of Minutes (Action Required)

Approve minutes of the January 29, 2021 Trial Court Facility Modification Advisory Committee meeting.

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to tcfmac@jud.ca.gov. Only written comments received by 4:00 PM on March 5, 2021 will be provided to advisory body members prior to the start of the meeting.

III. ACTION ITEMS (ITEMS 1 – 4)

Item 1

Facility Modification Program Budget Actions (Action Required)

Receive an update on the status of the Facility Modification program budget and approve the reallocation of \$2,500,000 from the *Facility Modifications Less than \$2K* budget to the *Priority 2 FMs Over \$100K* budget.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

Item 2

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

Approve 80 projects for a total of \$941,359 to be paid from Facility Modification program funds previously encumbered for Priority 1.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

Item 3

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

Approve cost increases of over \$50K for nine (9) facility modification projects, for a total cost increase to the Facility Modification program budget of \$1,539,583.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

Item 4

Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts (Action Required)

Approve the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts*.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

IV. DISCUSSION ITEMS (NO ACTION REQUIRED)

Discussion Item 1

List E – Court-Funded Requests (CFRs)

CFR projects approved by the Facilities Services Deputy Director since the last meeting and CFR projects cancelled.

Presenter: Ms. Pella McCormick, Acting Director, Facilities Services

Discussion Item 2

List F – Funded Facility Modifications on Hold

Standard list of previously funded facility modification projects on hold.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

V. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Information Item 1

List B – Facility Modifications Under \$100K (Priority 2)

There are currently 18 Priority 2 FMs under \$100,000 with a Facility Modification Program project cost of \$181,482. Due to budget constraints, staff is not recommending any projects for approval.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

Information Item 2

List D – Priority 2 Facility Modifications \$100K and Over and Priority 3 Facility Modifications

There are currently 26 Priority 2 FMs over \$100,000 with a Facility Modification Program project cost of \$18,528,851. Due to budget constraints, staff is not recommending any projects for approval.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

VI. ADJOURNMENT

Adjourn to Closed Session

VII. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(D))

Call to Order and Roll Call

Approval of Minutes (Action Required)

Approve closed session minutes of the January 29, 2021 Trial Court Facility Modification Advisory Committee meeting.

Item 1

Closed 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.

Letter from Contra Costa Superior Court Regarding Holding Cell Suicide Prevention Measures

Consider approving the upgrade from Priority 2 to Priority 1 of facility modifications for holding cell suicide prevention measures in three (3) Contra Costa facilities, as recommended by the Board of State & Community Corrections.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

Item 2

Closed 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.

Security-Related – Cost Increases Over \$50K (Closed List C) (Action Required)

Approve 1 security-related cost increase of over \$50K for a total cost increase to the Facility Modification program budget of \$61,000.

Presenters: Mr. Jagan Singh, Principal Manager, Facilities Services

Mr. Ed Ellestad, Security Operations Supervisor, Facilities Services

Adjourn Closed Session



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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

January 29, 2021
10:00 AM - 3:30 PM

Judicial Council of California – Teleconference

Advisory Body Members Present: Hon. Donald Cole Byrd, Chair
Hon. William F. Highberger, Vice-Chair
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. W. Samuel Hamrick Jr.
Mr. Shawn C. Landry
Mr. Jarrod Orr
Mr. Darrel E. Parker

Advisory Body Members Absent: Hon. Brad R. Hill
Hon. Patricia M. Lucas
Hon. Garry G. Haehnle

Staff Present: The following Judicial Council staff were present:
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council
Ms. Pella McCormick, Acting Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Mr. Jack Collins, Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Ms. Mary Bustamante, Manager, Facilities Services
Ms. Nanci Connelly, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Mr. Steve Shelly, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Robert Stetson, Facilities Management Administrator, Facilities Services
Mr. Charley Martel, Supervising Attorney, Legal Services
Ms. Kristin Kerr, Attorney, Legal Services
Ms. Maggie Stern, Attorney, Legal Services
Mr. Jeremy Ehrlich, Attorney, Legal Services
Mr. Zlatko Theodoric, Deputy Director, Budget Services
Ms. Donna Newman, Budget Supervisor, Budget Services
Ms. Lisa Crownover, Senior Budget Analyst, Budget Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:04 AM, roll was taken, and opening remarks were made.

Approval of Minutes

The advisory committee voted to approve the open session minutes of its meeting held on December 07, 2020, provided Action Item 1 is corrected to include the missing motion/second to capture the vote. (*Motion: Rockwell; Second: Highberger*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-9)

Action Item 1 – Facility Modification Program Budget Actions

The committee received an update on the Facility Modification (FM) Program Budget and approved the following reallocation:

1. \$783,288 from FMs Less than \$2K to Firm Fixed Price; and
2. \$4,000,000 from Priority 2 FMs Over \$100K funding to Priority 1 Emergency FMs funding. (*Motion: Rockwell; Second: Vallarta*)

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

The committee approved 98 projects for a total of \$2,112,804 to be paid from FM program funds previously encumbered for Priority 1 projects. (*Motion: Rockwell; Second: Hamrick*)

Action Item 3 – List C – Cost Increases Over \$50K

The committee approved five FM projects for a total cost increase of \$1,130,724 to the FM program budget. (*Motion: Vallarta; Second: Highberger*)

Action Item 4 – Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts

The committee deferred taking action on the guidelines until its meeting on March 8, 2021. Additional time was allotted for review and comment on the guidelines by the members of the Court Executives Advisory Committee.

Also, the committee discussed staff's response to seating in Item 7 on page 14 of *Attachment 5–Comments Summary* and was directed to report back on a pricing comparison of theater-style versus bench-style seating.

Action Item 5 – 2021 Draft Trial Court Facility Modification Advisory Committee Annual Agenda

The committee approved the draft *2021 Trial Court Facility Modification Advisory Committee Annual Agenda*. (*Motion: Highberger; Second: Vallarta*)

Action Item 6 – Q1/Q2 Trial Court Facility Modification Reports for Fiscal Year 2020–21

The committee approved draft FY 2020–21 reports on FMs for quarters 1 and 2 and subject to final review and approval by TCFMAC chair and vice-chair for submission to the Judicial Council as Information-Only items. (*Motion: Highberger; Second: Vallarta*)

Action Item 7 – Extension of Deadline for \$5M Social Distancing Funds Reimbursement

The committee:

1. Approved the extension of the deadline from December 11, 2020, to February 16, 2021, for trial courts to submit requests for reimbursement for qualifying COVID-19 pandemic-related expenses to be paid for from the \$5 million in Maintenance Budget funds (CFTF 3066) made available by the committee in June 2020.

2. Received a status update on fund disbursements to date.

(*Motion: Rockwell; Second: Landry*)

Action Item 8 – Fiscal Year 2022–23 Budget Change Proposals

The committee approved FY 2022–23 Budget Change Proposals for consideration by the Judicial Council on the following funding needs: FMs, deferred maintenance, sustainability measures, operations and maintenance, and the council’s share of the County of San Diego’s project cost to modernize the San Diego Hall of Justice’s conveying (elevators and escalators) and HVAC systems. (*Motion: Highberger; Second: Rockwell*)

Action Item 9 – Riverside Southwest Justice Center Energy Efficiency Project

The committee approved staff’s request to reduce the project scope to court-exclusive areas only and proceed with the project. This project—for an LED interior and exterior lighting upgrade for the whole building (FM-0061175)—had been on hold since approved by the TCFMAC in May 2019, pending receipt of Riverside County’s shared-cost approval letter. The total project cost had been approved at \$456,980. The revised cost for the whole building is now \$530,000, and the cost for the court exclusive area is now \$428,000. (*Motion: Parker; Second: Orr*)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-6)
(NO ACTION REQUIRED)

Discussion Item 1 – FY 2019–20 Annual Report to Legislature of Court Facilities Trust Fund (CFTF) Expenditures

The committee reviewed the FY 2019–20 CFTF Annual Report to the Legislature.

Discussion Item 2 – Court Facilities Trust Fund Status

The committee received an update on the status of the CFTF.

Discussion Item 3 – List E – Court-Funded Requests (CFRs)

The committee reviewed CFR projects approved by the Facilities Services Acting Director since the last meeting: 18 CFRs (11 leases and 7 FMs) were approved, and no CFRs were cancelled during the reporting period.

Discussion Item 4 – List F – Funded Facility Modifications on Hold

The committee reviewed the list of previously funded FM projects on hold.

Discussion Item 5 – Lease/License Expense and Revenue Forecast

The committee received a report on Judicial Council lease and license expenses and revenues.

Discussion Item 6 – Director’s Report

The committee received a report from the Facilities Services Acting Director on new service provider contracts and an analysis on the effectiveness of air scrubbers.

OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1-6)
(NO ACTION REQUIRED)

Information Item 1 – Governor’s Budget

Update on the Governor’s Budget.

Information Item 2 – DMF-2 Projects Update

Update on the DMF-2 projects.

Information Item 3 – DMF-3 Projects Update

Update on the DMF-3 projects.

Information Item 4 – Architectural Revolving Fund Projects Update

Update on the Architectural Revolving Fund projects.

Information Item 5 – List B – Facility Modifications Under \$100K (Priority 2)

The committee received an update on 19 Priority 2 FMs under \$100K with a Facility Modification Program project cost of \$223,208. Due to budget constraints, staff did not recommend any of these projects for approval.

Information Item 6 – List D – Priority 2 Facility Modifications \$100K and Over and Priority 3 Facility Modifications

The committee received an update on 24 Priority 2 FMs over \$100K with a FM Program project cost of \$17,225,986. Due to budget constraints, staff did not recommend any of these projects for approval.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:40 PM, and the advisory committee moved to the closed session of the meeting. The closed session of the meeting—which was closed to the public for discussion of security-related items (per Cal. Rules of Court, Rule 10.75(d))—was adjourned at 2:58 PM.

Approved by the advisory body on _____.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Action Item 1 – (Action Required) - Facility Modification Program Budget Actions

Action Requested:

Receive an update on the status of the Facility Modification program budget and approve the reallocation of \$2,500,000 from the *Facility Modifications Less than \$2K* budget to the *Priority 2 FMs Over \$100K* budget.

Supporting Documentation:

- See Presentation

Action Item 1

Facility Modification Program Budget Overview & Actions

- Receive update on the status of the Facility Modification program budget
- Approve:
 - Reallocation of \$2,500,000 from the *Facility Modifications Less than \$2K* budget to the *Priority 2 FMs Over \$100K* budget

FY 2020 - 2021 (\$1,000s)					
Description	Original Budget Amount	Revision to Budget	Revised Budget Amount	Reconciled Expenditure	Funds Available
Statewide FM Planning	\$3,000	(\$2,500)	\$500	\$500	\$0
Priority 1 FMs	\$18,000	\$6,500	\$24,500	\$24,500	\$0
FMs Less Than \$100K	\$8,000	\$0	\$8,000	\$8,000	\$0
Planned FMs	\$3,172	\$0	\$3,172	\$3,172	\$0
FM Portion of the O&M Firm Fixed Price Buildings	\$4,375	\$783	\$5,158	\$5,158	\$0
FMs Less than \$2K	\$4,375	(\$3,283)	\$1,092	\$1,092	\$0
FMs Over \$100K & Cost Increases Over \$50K	\$24,078	(\$1,500)	\$22,578	\$13,969	\$8,609
TOTALS:	\$65,000	\$0	\$65,000	\$56,391	\$8,609

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Judicial Council

Facilities Modifications Budget Update



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Budget Allocations

Notes:

1. All numbers in the table below are in thousands
2. Fiscal Year 2020-2021 is the current year

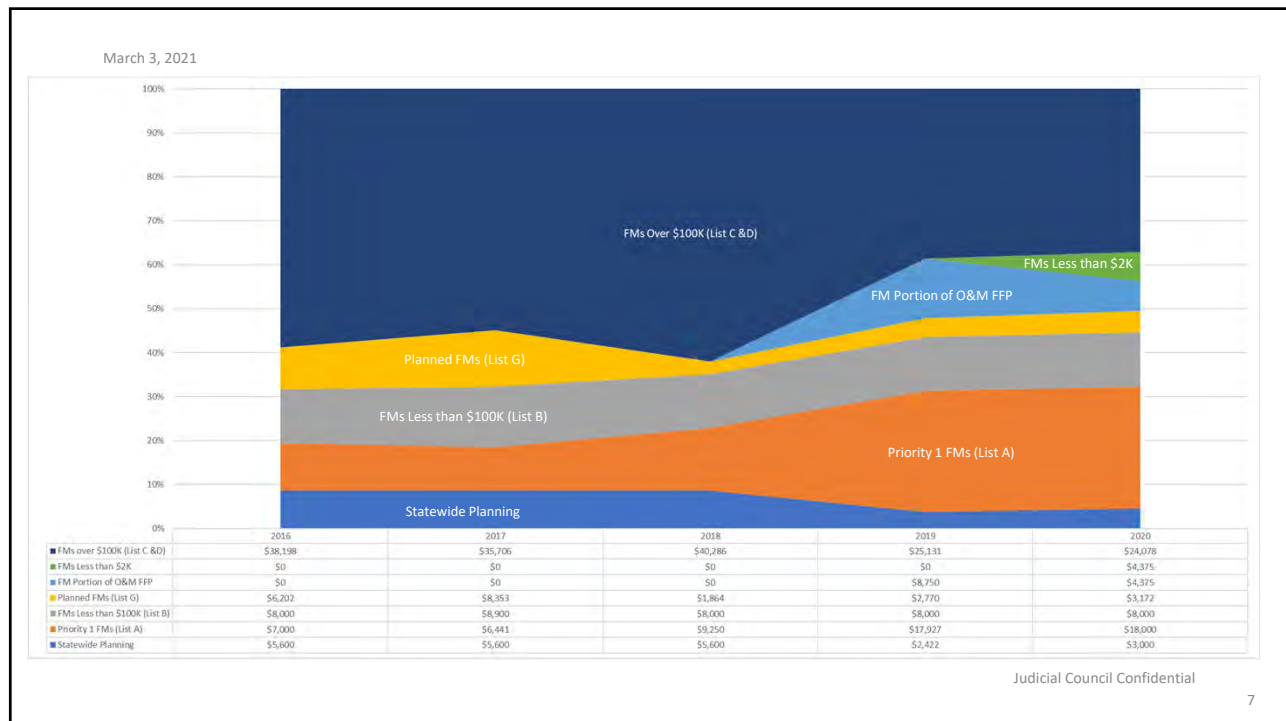
BUDGET CATEGORY	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Statewide Planning	\$5,600	\$5,600	\$5,600	\$2,422	\$3,000
Priority 1 FMs (List A)	\$7,000	\$6,441	\$9,250	\$17,927	\$18,000
FMs Less than \$100K (List B)	\$8,000	\$8,900	\$8,000	\$8,000	\$8,000
Planned FMs (List G)	\$6,200	\$8,353	\$1,864	\$2,770	\$3,172
FM portion of O&M FFP	\$0	\$0	\$0	\$8,750	\$4,375
FMs less than \$2K	\$0	\$0	\$0	\$0	\$4,375
FMs over \$100K (List C & D)	\$38,198	\$35,706	\$40,286	\$25,131	\$24,078
Total	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000

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Data Analysis Assumptions

- It is assumed that of the \$18.5M in FMs greater than \$100K deferred, \$6M of it will be funded.
- In Projection (without Air Scrubbers), it is assumed that there will no further wildfires for the remaining fiscal year.

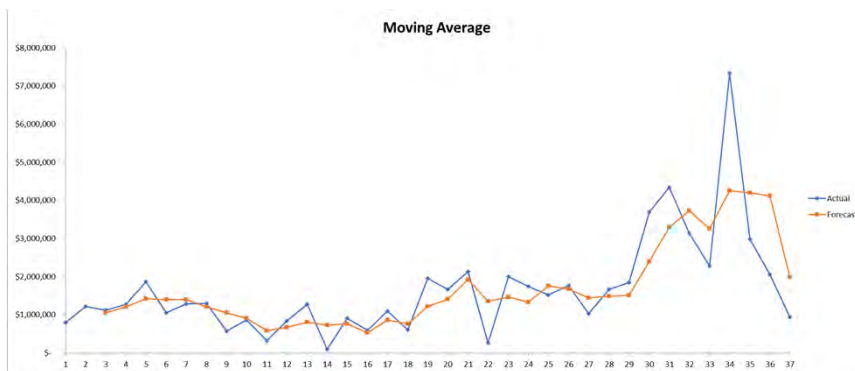
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March 3, 2021

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3-Meeting Moving Average Projection



- Per meeting average = \$3.98M
- Total amount needed for 2 meetings = 2 * \$3.98M = \$7.96M

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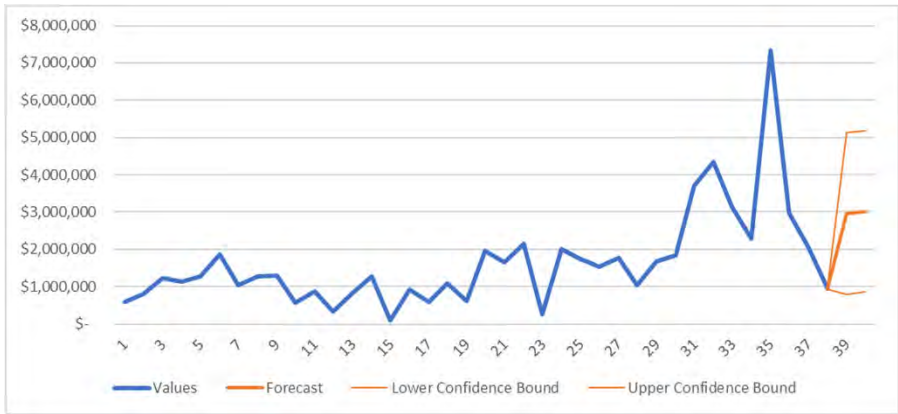
Linear Regression Forecast

Meeting Month	Amount Needed
April 2021	\$2,919,900
May 2021	\$2,985,898
Total	\$5,905,798

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Excel Forecast Projection

Projection	Value
Upper confidence	\$10,308,012
Forecast	\$5,975,983
Lower confidence	\$1,643,954



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FY 2020-2021 Current Projections

- **Funding shortfall** **\$488,000**
- **This shortfall assumes that the current critical projects will be deferred in the amount of \$12.5M by Trial Court Facility Modification Advisory Committee (TCFMAC). TCFMAC will review this forecast on March 8, 2021.**

FY 2020-2021 Budget	Budget	Encumbered	Unencumbered	Forecast	Encumbered + Forecast
Statewide Planning	\$500	\$250	\$250	\$250	\$500
Priority 1 FMs (List A)	\$24,500	\$18,730	\$5,770	\$5,906	\$24,636
FMs Less than \$100K (List B)	\$8,000	\$4,840	\$3,160	\$2,405	\$7,245
Planned FMs (List G)	\$3,172	\$3,172	\$0	\$0	\$3,172
FM portion of O&M FFP	\$5,158	\$5,158	\$0	\$0	\$5,158
FMs less than \$2K	\$1,092	\$1,092	\$0	\$0	\$1,092
FMs over \$100K (List C & D)	\$22,578	\$13,735	\$8,843	\$9,950	\$23,685
Total	\$65,000	\$46,977	\$18,023	\$18,511	\$65,488
				Delta	\$(488)

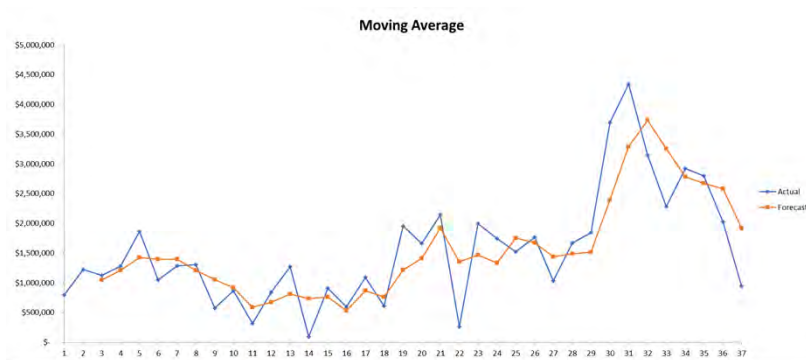
March 3, 2021

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3-Meeting Moving Average Projection (without Air Scrubbers)



- Per meeting average = \$3.84M
- Total amount needed for 2 meetings = 2 * \$3.84M = \$7.68M

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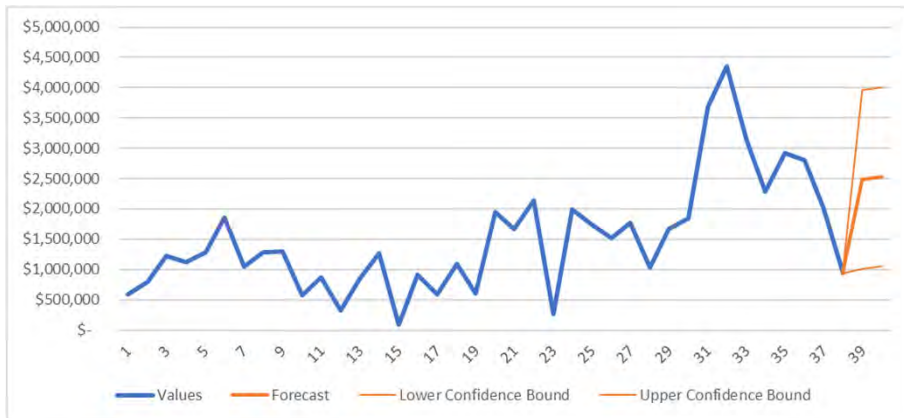
Linear Regression Forecast (without Air Scrubbers)

Meeting Month	Amount Needed
April 2021	\$2,492,239
May 2021	\$2,542,533
Total	\$5,034,772

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Excel Forecast Projection

Projection	Value
Upper confidence	\$7,970,233
Forecast	\$5,018,049
Lower confidence	\$2,065,865



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FY 2020-2021 Current Projections

- This scenario assumes that the current critical projects will be deferred in the amount of \$12.1M by Trial Court Facility Modification Advisory Committee (TCFMAC). TCFMAC will review this forecast on March 8, 2021.

FY 2020-2021 Budget	Budget	Encumbered	Unencumbered	Forecast	Encumbered + Forecast
Statewide Planning	\$500	\$250	\$250	\$250	\$500
Priority 1 FMs (List A)	\$24,500	\$18,730	\$5,770	\$5,035	\$23,765
FMs Less than \$100K (List B)	\$8,000	\$4,840	\$3,160	\$2,405	\$7,245
Planned FMs (List G)	\$3,172	\$3,172	\$0	\$0	\$3,172
FM portion of O&M FFP	\$5,158	\$5,158	\$0	\$0	\$5,158
FMs less than \$2K	\$1,092	\$1,092	\$0	\$0	\$1,092
FMs over \$100K (List C & D)	\$22,578	\$13,735	\$8,843	\$10,333	\$24,068
Total	\$65,000	\$46,977	\$18,023	\$17,640	\$65,000
				Delta	\$0

March 3, 2021

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Action Item 1 FY 20-21 Budget Reallocation

FY 20-21 Projected FM Budget (\$1,000s)			
Budget Categories	Original Allocation	Changes to Budget	Revised Allocation
Statewide Planning	\$3,000	(\$2,500)	\$500
Priority 1 FMs (List A)	\$18,000	\$6,500	\$24,500
FMs Less than \$100K (List B)	\$8,000	\$0	\$8,000
Planned FMs (List G)	\$3,172	\$0	\$3,172
FM portion of the O&M Firm Fixed Price (FFP) Building's (July 2020 to Dec 2020)	\$4,375	\$783	\$5,158
FMs Less than \$2K (starting Jan 2021)	\$4,375	(\$3,283)	\$1,092
FMs over \$100K (List C & List D)	\$24,078	(\$1,500)	\$22,578
Total	\$65,000	\$0	\$65,000

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JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

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

Action Requested:

Approve 80 projects for a total of \$941,359 to be paid from Facility Modification program funds to be encumbered for Priority 1.

Supporting Documentation:

- List A – Emergency Facility Modification Funding Report (Priority 1)

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.



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
Emergency and Priority 1 (List A)
12/29/2020 to 02/04/2021
Meeting Date 03/08/2021

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
1	FM-0144784	Los Angeles	Inglewood Courthouse	19-F1	1	Roof - Replace approximately (25) 12 inch x 12 inch ceiling tiles, reseal (2) cooling tower conduit penetrations on roof, erect (4) containments, sanitize approximately 750 square feet of hard surface, and conduct environmental testing due to work being completed in known ACM area. Water penetrated the roof at the conduit penetrations, leaking down and affect multiple areas on the 6th floor.	\$ 37,141	\$ 27,692	In Work	74.56
2	FM-0144820	Los Angeles	Inglewood Courthouse	19-F1	1	HVAC - Replace – (1) 4in 3-way valve and actuator, (21) feet of 5in pipe, (3) 5in Back Flow Valves and (10) couplings, including all flanges, strainer, gaskets, flange kits, circuit setter, pressure gauges, thermometers, thermometer wells, assorted seal rings, and 10 linear feet of insulation. Conduct environmental testing due to removal of insulation. Water leaking from the isolation valves for Air handler #1 affect comfort cooling to the entire 1st floor.	\$ 47,257	\$ 35,235	In Work	74.56
3	FM-0144821	Los Angeles	Santa Monica Courthouse	19-AP1	1	HVAC - Replace 2 speed motor, pulley and MAG starter contactors for low and high speed for the exhaust fan in the Basement, Chiller room. The fan motor is overheating due to failing bearing and the MAG starter for low and high speeds are deeply pitted.	\$ 12,422	\$ 9,750	In Work	78.49
4	FM-0144930	Los Angeles	Airport Courthouse	19-AU1	1	Elevators, Escalators, & Hoists - Replace (1) failed M-relay. Staff elevator #8 is not responding to calls due to a M-relay has failed.	\$ 4,341	\$ 3,350	In Work	77.17
5	FM-0145049	Orange	West Justice Center	30-D1	1	Plumbing - Sewer Line - Waste Pump #2 - Remove and replace failed waste pump #2 and waste piping that serves the detention area. Pump #1 is the only pump currently operating and is also older than #2 and at risk of failing. With the increase of in-custodies, one pump will not sufficiently support holding due to volume and frequent clogging. If Pump #1 fails, detention will not be able to house inmates, impacting court impacting operations.	\$ 20,147	\$ 20,147	In Work	100
6	FM-0145164	Solano	Hall of Justice	48-A1	1	HVAC - Replace one (1) 40 hp VFD, and one (1) 40 hp supply fan motor on AHU. AHU services entire 1st floor and replacement is needed to restore proper operation of HVAC system. The existing VFD and supply fan have failed due to age.	\$ 27,861	\$ 20,288	In Work	72.82



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
Emergency and Priority 1 (List A)
12/29/2020 to 02/04/2021
Meeting Date 03/08/2021

	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
7	FM-0145165	San Francisco	Civic Center Courthouse	38-A1	1	Vandalism - Emergency removal of (1) damaged (3ft.x7ft.) front glass door pane and installation of (1) temporary glass.	\$ 2,245	\$ 2,245	In Work	100
8	FM-0145166	Los Angeles	Inglewood Courthouse	19-F1	1	HVAC - Replace failed (6) relays, (1) sensor input, prewired with flow switch water treatment controller.	\$ 932	\$ 695	Complete	74.56
9	FM-0145168	Los Angeles	Alhambra Courthouse	19-I1	1	HVAC – Replaced the HVAC condenser unit that serves critical equipment in the public elevator mechanical room. Due to age, the condenser had multiple refrigerant leaks at the coil and the evaporator was corroded and is not functioning.	\$ 8,636	\$ 7,427	Complete	86.00
10	FM-0145169	Riverside	Family Law Court	33-A1	1	Electrical - Emergency Generator - Remove and replace emergency generator alternator mount and alternator. The mount cracked and failed leaving the generator inoperable. Due to the mount being obsolete, a new retrofit will need to be installed requiring the replacement of the alternator as well. Work includes replacement of damaged belts. The generator operates the electric fire pump and other fire life safety systems of the building. The failure was discovered during the annual preventative maintenance service	\$ 3,843	\$ 3,843	In Work	100
11	FM-0145172	Los Angeles	Torrance Courthouse	19-C1	1	Elevators, Escalators, & Hoists - Replace shunt and carbon contacts on relays for Judge's Elevator #5 due to broken shunt wire on acceleration relay causing the elevator shut down due to malfunction.	\$ 5,975	\$ 5,975	In Work	100
12	FM-0145173	San Joaquin	Stockton Courthouse	39-F1	1	HVAC - Replace solenoid valve, coil, and top off refrigerant on Chiller #2 pump. Chiller #2 is not functioning due to repeated faults caused by leak. This valve cannot be isolated so all refrigerant must be removed prior to valve work, returned after, and then new refrigerant will be added to bring system back up to prescribed levels.	\$ 12,382	\$ 12,382	In Work	100
13	FM-0145177	Fresno	Fresno County Courthouse	10-A1	1	Plumbing - Replace flush valve on toilet in the women's restroom in court exclusive space. Toilet is clogged and not flushing.	\$ 200	\$ 200	Complete	100
14	FM-0145178	Fresno	B.F. Sisk Courthouse	10-O1	1	Fire Protection - Provide and replace (1) fire alarm panel CPU/power supply in the main fire alarm panel on the first floor - Panel is faulting and producing alarms due to charger failure.	\$ 3,500	\$ 3,500	In Work	100



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15	FM-0145179	Los Angeles	Burbank Courthouse	19-G1	1	HVAC - Replace (1) bearing and (1) fill valve for Cooling Tower #2. The bearing and fill valve failed due to age, causing the cooling tower to overflow and go into alarm which impacted the cooling to the building.	\$ 4,410	\$ 4,003	In Work	90.76
16	FM-0145180	Los Angeles	Pomona Courthouse South	19-W1	1	Plumbing - Sewer Line - Replaced 4 LF of 4" cracked employee restroom cast iron pipe and associated hardware. Replaced 6 - 1' x 1' ceiling tiles above 3rd floor. Water leak affected secured lock up area and hallway. Remediation and environmental oversight for ACM and bacteria included. Cast iron pipe above ceiling tiles leaked due to age, affecting courthouse operations.	\$ 19,597	\$ 17,861	Complete	91.14
17	FM-0145181	Los Angeles	Pomona Courthouse North	19-W2	1	HVAC - Replaced 2-motors, 6-fuses, 5-contactors, 2-blades, and 1-bracket for compressor 1 of condensing fan units on roof. Condensing fan compressor failed due to age and normal wear & tear. These main component failures caused the main breaker to trip, shutting down entire cooling system for building.	\$ 9,300	\$ 8,951	Complete	96.25
18	FM-0145182	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Domestic Water Line - Replace 10 feet of 1 1/2 inch hot water domestic line, (1) 1 1/2 x 1 1/2 x 3/4 Y, (2) 1 1/2 coupling, (2) 3/4 90, (2) 3/4 slip coupling, (1) 1 1/2 45, and 10 feet of insulation utilizing a lift. Water was leaking from a 45 degree connector on the 1 1/2 inch domestic hot water line, 15 feet high in the sally port, impacting domestic hot water to the building.	\$ 5,420	\$ 4,615	In Work	85.14
19	FM-0145185	Los Angeles	Whittier Courthouse	19-AO1	1	Electrical - Install 100 LF of 12 gauge 3-wire, replace 1-120v 20amp electrical timer, and 1-120v wall pack light fixture. Exterior secured judges parking lighting is no longer working due to lack of power to the fixtures. Fixtures are original to the building and have failed due to age.	\$ 4,990	\$ 4,313	Complete	86.43
20	FM-0145186	San Diego	North County Regional Center - Annex	37-F3	1	Vandalism - Remove approximately 5 sq. Ft. of graffiti from the South side exterior of the building facing the public parking lot.	\$ 25	\$ 25	In Work	100



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21	FM-0145187	Ventura	East County Courthouse	56-B1	1	Electrical - Replace (1) valve and (1) plug for the emergency generator. Cracked valve and plug caused coolant leak rendering Generator nonfunctional. Crack due to age and wear/tear.	\$ 994	\$ 614	Complete	61.75
22	FM-0145188	San Diego	Kearny Mesa Court	37-C1	1	Vandalism - GCI - Remove damaged window film and installed new window film caused by graffiti on interior window of courtroom B. The graffiti is viewable by the public.	\$ 1,580	\$ 1,580	In Work	100
23	FM-0145189	Fresno	Fresno County Courthouse	10-A1	1	Plumbing - Replace flushometer sensor kit in third floor men's employee restroom in court exclusive space. Toilet is not flushing and this is the only toilet in this restroom.	\$ 676	\$ 676	In Work	100
24	FM-0145191	Los Angeles	Bellflower Courthouse	19-AL1	1	Elevators, escalators, & hoists - Replace 8-key switches judges' elevator#4 and public elevator#1&2. Supply 60-spare keys. Judges elevator switches are missing and are preparatory, the public key switches have failed due to age (original to building 1989).	\$ 3,619	\$ 3,619	Complete	100
25	FM-0145192	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Plumbing - Domestic Water Supply - Replace 1-ft of 1/2 inch pipe, (1) 1/2 inch x 3/4 inch pro-press reducer, and (1) 1/2 inch pro-press coupling, (4) 24x24-inch ceiling tiles, erect (1) containment, sanitize 90 linear feet of T-bar system, 480 square feet of hard surface, conducted environmental testing, and performed all work in a known ACM area. Pipe reducer failed due to a leak in line. Water leaked down to the 8th floor, public hallway by Room 829.	\$ 11,595	\$ 11,277	In Work	97.26
26	FM-0145196	Los Angeles	Pasadena Courthouse	19-J1	1	Plumbing - Mechanical System Leak - Replaced 12-heating elements for domestic water heaters #1 and #2. Remove buildup inside both water heaters. Water heaters were not working due to domestic hard water that caused scaling on existing elements. This, in turn, caused no domestic hot water to the entire building.	\$ 4,614	\$ 3,200	Complete	69.35
27	FM-0145200	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Vandalism - Remove approximately 30sq. ft. of graffiti from the doors, windows, signs and marble surfaces on the exterior of the building.	\$ 1,025	\$ 825	In Work	80.48
28	FM-0145201	Stanislaus	Hall of Records	50-A2	1	Vandalism - Replace broken window on main entry door (including decals).	\$ 1,363	\$ 1,061	In Work	77.82



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29	FM-0145205	Riverside	Southwest Justice Center	33-M1	1	Fire Protection - Fire Pump - Remove and replace failed electric inverted fire pump packing with new. The pump has no more adjustment left, resulting in water leaking from the packing. The leak was discovered during the monthly pump run resulting in a failed inspection and test. To repair, the motor will need to be removed and sent to the machine shop (5 -7 days). With the sprinklers down, a fire truck will be required and used as a standby fire pump until the pump is repaired	\$ 31,318	\$ 23,927	In Work	76.40
30	FM-0145209	Los Angeles	Bellflower Courthouse	19-AL1	1	Plumbing - Storm Drain Leak - GCI - Replace 8 feet of 8" cast iron drain line. Roof drain line leaked during heavy rain onto the 1st floor secured hallway. Drain line had a 1/2 inch wide crack due to age of the building (built 1989). Environmental and remediation oversight included due to category 2 gray water.	\$ 15,740	\$ 12,268	In Work	77.94
31	FM-0145211	Los Angeles	Airport Courthouse	19-AU1	1	HVAC - GCI - Replace (1) 75 HP motor with grounding ring, (1) pulley, (1) bushing, and pertinent belts. Supply fan motor has failed, impacting comfort cooling/heating to multiple floors throughout the building. Motor is original to the building and past its life expectancy.	\$ 19,800	\$ 15,280	In Work	77.17
32	FM-0145212	Los Angeles	Airport Courthouse	19-AU1	1	HVAC - GCI - Replace-2 contactors, 3 auxiliary contacts, and 2 transducers. Chiller 2 is offline and impacting comfort cooling to the building. Components have failed due to age.	\$ 12,200	\$ 9,415	In Work	77.17
33	FM-0145215	Los Angeles	Parking Structure-Lot 53 Pasadena Court	19-J3	1	Elevators, escalators, & hoists - Replace failed mag starter for public parking structure elevator. This is the only elevator in the 4 story structure and is affecting ADA access to parking. Mag starter has failed due to age.	\$ 3,002	\$ 2,082	Complete	69.35
34	FM-0145216	Los Angeles	Compton Courthouse	19-AG1	1	HVAC - Install 1 containment 10X11X8H ft. Replace 2 failed actuators and thermostat. VAV box was not responding in Civil Clerk's Office 902A to thermostat due to failed actuators, causing cold temperatures. Work performed with environmental oversight.	\$ 16,760	\$ 11,083	In Work	66.13



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35	FM-0145217	Fresno	Fresno County Courthouse	10-A1	1	Plumbing - Replace flush valve on toilet in the 8th floor women's public restroom - Toilet is clogged and not flushing.	\$ 579	\$ 553	In Work	95.51
36	FM-0145219	Los Angeles	Compton Courthouse	19-AG1	1	HVAC - Replace 3-way valve and replace pipe insulation on air handler 9. Environmental testing of the insulation included. 3-way valve failed and was stuck, causing cold temperatures throughout the 9th floor.	\$ 9,544	\$ 6,311	In Work	66.13
37	FM-0145220	Los Angeles	Compton Courthouse	19-AG1	1	HVAC - Replace failed 10 HP return fan motor for basement air handling unit 1. Motor failed from age and normal wear. Air pressure in elevators is greater than the 1st floor causing elevator doors to stay open and time out. Public elevators 1-6 are timing out intermittently.	\$ 11,444	\$ 7,568	In Work	66.13
38	FM-0145221	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Plumbing - Domestic Water Leak - Replace 1ft of 3/4in galvanized pipe along with associated connection fittings for domestic water pipe within the wall cavity, install a 14in x 14in access panel in the wall of the 3rd floor mechanical room to access the pipe & replace (1) 2ft x 2ft ceiling tile in the 2nd floor clerk's office. There was corrosion & a pinhole leak along a 3/4in galvanized connection causing water to leak within the wall cavity on the 3rd floor down to the ceiling on the 2nd floor into the clerk's office soaking 6 sq. ft. of carpet. Remediation & environmental oversight along with containment with drying equipment setup included for category 2 greywater leak.	\$ 12,387	\$ 9,969	Complete	80.48
39	FM-0145222	Santa Cruz	Main Courthouse	44-A1	1	Exterior Shell - Remove entrance/exit door; remove (3) failed hinges and (3) backing plates, modify existing frame and install new continuous hinge, reinstall door. 20 year old door hinges have failed due to age and usage.	\$ 3,800	\$ 3,766	In Work	99.11
40	FM-0145224	Los Angeles	Bellflower Courthouse	19-AL1	1	HVAC - Replace (1) failed shaft seal on water pump #2 for Chiller #2. Shaft seal failed/leaked approximately 50 gallons of water in mechanical/chiller room. Failed pump affected cooling for building. Shaft seal failed due to wear/tear, pump is original to building.	\$ 5,906	\$ 4,603	Complete	77.94



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41	FM-0145228	Los Angeles	Metropolitan Courthouse	19-T1	1	Plumbing - Fixture Leak - Replace (1) leaking Sloan valve, install a 18 inch x 18 inch access door, replace 4 square feet of plaster, applied 2 coats of paint to a 10 square ft area, sanitize approximately 400 square ft, conducted environmental testing, and performed all work in a known ACM area. Sloan valve leaked water from the 5th floor detention cell water closet down to the 3rd floor, and 2nd floor Exhibit.	\$ 22,195	\$ 22,195	In Work	100
42	FM-0145229	Los Angeles	Metropolitan Courthouse	19-T1	1	Grounds and Parking Lot - Replaced speed reducer gearbox for arm on gate at Judge's entrance to parking structure. Gate arm was malfunctioning not opening/closing as intended creating a possibility of damage to car or person entering parking structure.	\$ 2,740	\$ 2,590	In Work	94.54
43	FM-0145230	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Plumbing - Sewer Line - Replace 10 feet of 4-inch cast iron pipe, (4) 4-inch husky bands, (1) 4-inch 90, (4) 24-inch x 24-inch ceiling tiles, build back of approximately 100 square feet of plaster wall, apply 2 coats of paint to approximately 840 square feet, erected (3) containments, perform environmental testing, and performed all work in a known ACM area. Cracked 4-inch cast iron pipe running up from the 8th and 9th floors connecting to a janitorial sink on the 10th floor leaked water affecting the 10th floor mechanical room, 9th floor staircase, and 8th floor.	\$ 48,810	\$ 47,473	In Work	97.26
44	FM-0145231	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Vandalism - Installed 5 foot x 12 foot board as temp solution, replaced (1) 3/8" bronze laminated glass 33 inch x 88 inch with anti-graffiti film, (1) 3/8" bronze laminated glass 60 inch x 145 inch with anti-graffiti film, and (1) 3/8" bronze laminated glass 33 inch x 88 inch with anti-graffiti film. Remove manual locking mechanism and Install (3) auto lock exit lever and trim to the emergency exit doors leading to the outside of the building. Due to an attempted break in, the exterior cafeteria windows were broken, and the member of the public was able to get into the building through an exit door.	\$ 19,415	\$ 13,356	In Work	68.79
45	FM-0145232	San Diego	Kearny Mesa Court	37-C1	1	Exterior Shell - Replace 1-55" x 93" window at main entrance. Window was found cracked.	\$ 8,756	\$ 8,756	In Work	100



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46	FM-0145234	Los Angeles	Downey Courthouse	19-AM1	1	Elevators, escalators, & hoist - Replaced motor contactor and (6) contacts, and adjust dragging door bumper on Judge's elevator #5 due to age and heavy use. Non-functioning Judges elevator caused interruptions to courthouse operations.	\$ 1,740	\$ 1,740	Complete	100
47	FM-0145235	San Joaquin	Stockton Courthouse	39-F1	1	Holding Cell - Replace lock on Courtroom door between the Courtroom and holding. The nonfunctional actuator is preventing the lock from engaging. The door will not lock using either court controls or hard key, causing a serious security risk where anyone inside holding or in the Courtroom can open the door	\$ 4,033	\$ 4,033	In Work	100
48	FM-0145236	Los Angeles	Pomona Courthouse South	19-W1	1	Elevators - Replaced 1-480V 3 pole 90 amp failed breaker. Release passenger on elevator 3 and reset elevator after power outage. City-wide power outage caused elevator 3 to get stuck with one entrapment and damaged breaker.	\$ 1,947	\$ 1,774	Complete	91.14
49	FM-0145237	Los Angeles	Pasadena Courthouse	19-J1	1	Plumbing – Fixture Leak - Replaced stuck flush valve to urinal in 5th floor men's public restroom and snaked line to ensure it was not clogged. Replace 1-smoke detector in 3rd floor men's public restroom due to water damage. Cleaned and sanitized 290 sq. ft. of plaster ceilings/walls, 30 sq. ft. of cove base, 495 sq. ft. of flooring, 120 sq. ft. of partitions, 9 sinks/toilets/urinals, and 15 sq. ft. of light fixtures on 5th floor men's public restroom, 4th floor office area, and 3rd floor men's public restroom. Environmental testing, remediation, and oversight for all 3 floors included. Auto flush valve in 5th floor men's public restroom failed due to calcium and sediment build up, causing water damage to 5th, 4th, and 3rd floors.	\$ 31,351	\$ 21,742	Complete	69.35



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50	FM-0145238	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Domestic Water Line - Replace 10 feet of 2 inch cast iron pipe, (1) 2 inch long sweep, (1) 2 inch x 1 1/2 inch mission band, (1) 2 1/16 band for the hot water supply line in the wall of the kitchen. Install 24 inch x 24 inch access door panel, build back of 6 square feet of wall with tiles, erect (1) containment, sanitize 340 square feet of hard surface, and conduct environmental testing. Water was leaking from the corroded hot water supply line and cracked drain line in the wall of the kitchen which leaked down to the exterior bus bay ramp.	\$ 19,680	\$ 16,756	In Work	85.14
51	FM-0145239	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Domestic Water Line - Replace 3 feet of 1.5 inch copper water supply line, (5) 1 foot x 1 foot ceiling tiles, Open wall access 3 foot x 3 foot to perform plumbing repairs. Patch and paint 12 square feet of plaster. Category 2 water clean-up, and environmental testing is required. Water from a cracked water supply line to a drinking fountain in the 4th floor Department 11 leaked down to the 3rd floor Department M courtroom.	\$ 32,595	\$ 27,751	In Work	85.14
52	FM-0145240	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Domestic Water Line - Replace 20 feet of 1 1/4 inch copper pipe, (2) 1 1/4 pro press slip coupling, 20 feet of 7/8 inch insulation, replace (4) 12 inch x 12 inch ceiling tiles, sanitize 310 square feet of hard surface, and erect (1) containment. Work completed under environmental conditions. Domestic hot water line cracked and leaked into the 3rd floor secure hallway.	\$ 16,192	\$ 13,786	In Work	85.14
53	FM-0145242	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Fixture Leak - Replace water supply line to flush valve for 3rd floor holding cell toilet, extract grey water, erect (2) containments, sanitize 600 square feet of hard surface, and conduct environmental testing. The water supply line loosened causing water to build up in 3rd floor pipe chase and travel down to the 2nd floor holding cell.	\$ 12,115	\$ 12,115	In Work	100



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54	FM-0145243	Los Angeles	Torrance Courthouse	19-C1	1	Plumbing - Domestic Water Line - Replace 10 ft of 3/4 inch copper piping, replace (2) 3/4 inch pro press slip couplings, replace (6) 12 inch x 12 inch ceiling tiles, erect (1) containment with a water catch-all, sanitize 360 square feet, and conduct environmental testing. The hot water pipe had a leak causing water to drip through the ceiling tiles on the 5th floor, secure hallway floor by room 550C.	\$ 11,152	\$ 9,495	In Work	85.14
55	FM-0145244	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Plumbing - Fixture Leak - Replace (12) 24 inch x 24 inch ceiling tiles, 335 linear feet of wood base, extracted approximately 400 gallons of water, erected (6) containments, installed (2) critical barriers, sanitized 140 linear feet of T-bar, sanitized approximately 6,000 square feet of hard surface, conducted environmental testing, and performed all work in a known ACM areas. Urinal in the Men's public restroom was constantly flushing over the weekend, causing water to overflow and affected multiple areas on the 8th, 7th, 6th, 5th, 4th, 3rd, 2nd, and 1st floors.	\$ 101,630	\$ 98,845	In Work	97.26
56	FM-0145245	Los Angeles	San Fernando Courthouse	19-AC1	1	HVAC - Replace (1) 1/8 HP compressor, install 4 pounds of R-22 refrigerant, (1) new drier, and replace contactor for the split system in the roof radio room. The compressor has failed due to age resulting in too hot temperature which is affecting the county's radio and communication equipment.	\$ 3,236	\$ -	In Work	0.00
57	FM-0145246	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	1	Plumbing - Sewer Line - Replaced 40 feet of 2-inch cast iron piping, (5) 2-inch 90s, (17) 2-inch husky bands, (2) 2-inch wyes, (1) 2-inch comby utilizing scaffolding, (20) 12 inch x 12 inch ceiling tiles, (35) 12 inch x 36 inch ceiling tiles, extract 20 gallons of water, erected (3) containments, scraped/sand/paint 450 square feet of drop ceiling, sanitized 540 square feet of hard surface, conduct environmental testing, installed (1) 24 inch x 24 inch panel door, and performed all work in a known ACM area. Cast iron piping cracked in the 9th floor pipe chase leaking water into the 9th floor employee lounge restroom, and additional areas.	\$ 61,275	\$ 42,151	In Work	68.79



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58	FM-0145247	Los Angeles	San Fernando Courthouse	19-AC1	1	HVAC - Rebuild (1) 2.5 amp circulating pump for Boiler pump #2. The circulating pump and seals are leaking due to wear/tear. Leaks are causing the pump to fail affecting Boiler #2 creating heating issues for the building. The seals were found leaking during the preventative maintenance on Boiler #2.	\$ 4,417	\$ 3,684	In Work	83.41
59	FM-0145248	San Bernardino	Fontana Courthouse	36-C1	1	Roof - Seal roof cracks on 500 SF area. Replace (2) 2' x 4' ceiling tiles. Remediation and environmental oversight included for category 2 water intrusion. Roof leaked due to heavy rains and water flowed to 2nd floor waiting room, childcare, breakroom, and electrical room, as well as 1st floor storage room.	\$ 41,068	\$ 34,140	Complete	83.13
60	FM-0145252	Riverside	Banning Justice Center	33-G4	1	Fire Protection - Beam Detector - The smoke detector beam has come out of alignment in the dome in the courthouse rotunda resulting in trouble alarms in the Fire Panel and a State Fire Marshal citation. The Beam detector is approximately 30 feet in the air and part of it is located over a staircase. An articulating lift will be needed to reach the beam detectors for the vendor to realign the detector.	\$ 4,709	\$ 4,709	In Work	100
61	FM-0145253	Los Angeles	Van Nuys Courthouse West	19-AX2	1	Plumbing - Sewer Line Leak - Replace 10 LF of cracked 8" cast iron pipe and associated fittings. Sewer line in the plenum space cracked and leaked affecting basement kitchen area. Remediation required due to category 3/back water contamination. Remove, replace, patch & paint 400sf ceiling drywall. Sanitize 500sf ceramic floor and metal cabinets surface. Extract 40gal water. Perform environmental testing, set-up containment, drying equipment, dehumidifier and HEPA vacuum.	\$ 40,083	\$ 32,259	Complete	80.48
62	FM-0145256	San Bernardino	Fontana Courthouse	36-C1	1	HVAC - Replace 1-ignition control board for package unit #1. Ignition control board failed, causing cold temperatures in court exclusive space, Judge's chambers F4.	\$ 2,112	\$ 2,112	Complete	100
63	FM-0145257	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevators, Escalators, & Hoists - Replace carriage switch on Escalator #9 on the Grand street side going up from the 5th floor to the 6th floor preventing the escalator from functioning. Escalator was placed out of service until repairs were completed.	\$ 4,604	\$ 4,478	In Work	97.26



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64	FM-0145259	Los Angeles	Stanley Mosk Courthouse	19-K1	1	Elevators, Escalators, & Hoists - Replaced carriage switch on Escalator #15 on Grand street side going up from the 8th floor to the 9th floor preventing the escalator from functioning. Escalator was placed out of service until repairs were completed.	\$ 3,957	\$ 3,849	In Work	97.26
65	FM-0145260	Los Angeles	East Los Angeles Courthouse	19-V1	1	Elevators, Escalators, & Hoists - Replace 15 fuses for elevator #1. Damaged fuses are causing public elevator #1 to be stuck on the 1st floor with doors closed and not responding	\$ 801	\$ 623	Complete	77.72
66	FM-0145261	Merced	New Merced Courthouse/ N Street Building	24-A8	1	Vandalism - Replace broken glass in main door and repair interior damaged wall. Two front doors and employee entrance door were shattered by large rocks - Restitution is being sought with District Attorney.	\$ 3,740	\$ 3,740	In Work	100
67	FM-0145262	Riverside	Hall of Justice	33-A3	1	Vandalism - Northside Main Entrance - Replace 4 broken glass panels of three front Northside entry doors with new tempered glass panes (26 in x 32 in). A vandal (01/28/2021) broke four front door window panes and forced his way into the building. Vendor was called out for emergency board-up service for temporary safety and security of facility. Suspect was apprehended and restitution is being sought.	\$ 8,316	\$ 8,316	In Work	100
68	FM-0145264	Los Angeles	West Covina Courthouse	19-X1	1	County Managed - Plumbing - Mechanical System Leak - Replaced sewage ejector pump due to age. Main line stoppage under departments 4-6 and public restrooms caused multiple toilets to clog and overflow affecting courthouse operations.	\$ 4,808	\$ 4,808	In Work	100
69	FM-0145265	Los Angeles	Santa Clarita Courthouse	19-AD1	1	County Managed - HVAC - Replace 2 rows of tubes for boiler #1. Tubes have ruptured and leaking. Boiler is currently off-line.	\$ 2,317	\$ 2,317	In Work	100
70	FM-0145267	Santa Clara	Historic Courthouse	43-B2	1	Elevators, Escalators, & Hoists - Install auxiliary guiding members on counterweights. Change counterweight derailment device in accordance with DIR State preliminary correction order.	\$ 11,242	\$ 11,242	In Work	100



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
Emergency and Priority 1 (List A)
12/29/2020 to 02/04/2021
Meeting Date 03/08/2021

	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
71	FM-0145268	San Bernardino	Barstow Courthouse	36-J1	1	Plumbing - Domestic Water Pipe - Replace 70 feet of 1 inch copper domestic cold water circulation pipe that was leaking. Water leak was found in court exclusive space in the ceiling on a defective cold-water line.	\$ 3,540	\$ 3,540	In Work	100
72	FM-0145269	San Diego	Hall of Justice	37-A2	1	HVAC - GCI - Replace 1-compressor, high pressure and low pressure switches, TXV refrigerant regulator, filter drier, solenoid, fuses and associated hardware for Crac unit #1. Compressor has failed, causing alarms to activate. Area will need to have fire suppression system de-activated for execution of replacement, and system will be re-activated subsequent to completion of HVAC work.	\$ 20,410	\$ 20,410	In Work	100
FMs CONVERTED FROM PRIORITY 2 TO PRIORITY 1										
73	FM-0145095	San Joaquin	Stockton Courthouse	39-F1	1	Vandalism - Replace gooseneck faucet in first floor men's public restroom - An unknown person destroyed the fixture by breaking it into pieces.	\$ 922	\$ 922	In Work	100
74	FM-0145101	Los Angeles	Bellflower Courthouse	19-AL1	1	Vandalism - Remove approximately 20 sq. ft. of graffiti from the fuel room storage doors.	\$ 205	\$ 160	In Work	77.94
75	FM-0145190	Los Angeles	San Fernando Courthouse	19-AC1	1	Vandalism - Install 12" X 4" 1/2 safety glass in the inmate Basement lock up. inmate broke window to cell door.	\$ 1,220	\$ 1,220	Complete	100
76	FM-0145207	Los Angeles	County Records Center	19-AV3	1	County Managed - Elevators, Escalators, & Hoist- Replace step chains, damaged steps, and chain supports -under P1 condition per County ISD. Escalator removed from service.	\$ 76,260	\$ 76,260	In Work	100
77	FM-0145225	Orange	North Justice Center	30-C1	1	HVAC - Chilled water pump - Rebuild failed chilled water pump that supports six air handlers within phases 1 and 2 of the building. Pump failed due to age. Work includes shut off of the valves serving the water pump, lock out tag out of the electrical to the pump.	\$ 6,980	\$ 6,304	In Work	90.31
78	FM-0145249	Butte	Butte County Courthouse	04-A1	1	Vandalism - Remove and replace broken window. Clean up broken glass, fabricate plywood cover and install, assist vendor on new glass install and cleanup. Window was vandalized with large rocks.	\$ 1,120	\$ 1,120	In Work	100



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Trial Court Facility Modification
Emergency and Priority 1 (List A)
12/29/2020 to 02/04/2021
Meeting Date 03/08/2021

	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
79	FM-0145250	Orange	Central Justice Center	30-A1	1	HVAC - Remove and replace a leaking VAV box including a 10" two-roll hot water coil. This work will require asbestos containment, the clean-up and removal of a debris field about 10' X 10', VAV box, 3 ACM pipe elbows and two 3 foot lengths of pipe wrapping. Work needs to be completed ASAP to prevent future damage and cost.	\$ 23,484	\$ 23,484	In Work	100
80	FM-0145258	San Diego	North County Regional Center - South	37-F1	1	COUNTY MANAGED - HVAC - Remediate flood damage to Jury Assembly Lounge created by a failed hot water valve located in the ceiling of the room. Work includes valve replacement, drying and carpet and ceiling tile replacement.	\$ 24,933	\$ 24,933	In Work	100
							\$1,088,680	\$ 941,359		



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

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

Action Requested:

Approve cost increases of over \$50K for nine (9) facility modification projects, for a total cost increase to the Facility Modification program budget of \$1,539,583.

Supporting Documentation:

- List C – Cost Increases Over \$50K Report



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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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Trial Court Facility Modification
Increases Over \$50K - FMs (List C)
06/01/2005 to 02/08/2021
Meeting Date: 03/08/2021

	LOCATION	FACILITY NAME	BUILDING ID	FM NUMBER	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	TOTAL COST INCREASE	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
1	Ventura	Hall of Justice	56-A1	FM-0061565	2	DMF - County Managed - Roof - Phase 2 - Replace existing roof with new single-ply roof.	\$ 837,000	\$ 837,000	\$ 1,430,831	\$1,430,831	The cost increase is for the phase 2 funding. The bid amount is higher than originally estimated when the DMF project was funded.	\$ 593,831	\$ 593,831	In Work	100
2	San Diego	East County Regional Center	37-11	FM-0062261	2	Fire Protection - A&E - Design - Provide design services for fire life safety issues identified in the Egress Analysis. This corrective work is required by State Fire Marshall in accordance with the Annual Inspection Report deficiencies.	\$ 501,454	\$ 339,535	\$ 644,894	\$ 436,658	Proposal for additional scope due to OSFM comments and requirements related to site egress, path of travel, lighting, and accessibility revisions.	\$ 143,440	\$ 97,123	In Work	67.71



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Trial Court Facility Modification
Increases Over \$50K - FMs (List C)
06/01/2005 to 02/08/2021
Meeting Date: 03/08/2021

	LOCATION	FACILITY NAME	BUILDING ID	FM NUMBER	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	TOTAL COST INCREASE	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
3	San Diego	Juvenile Court	37-E1	FM-0067057	1	Elevator - Replace existing dumbwaiter and components to include two (2) stops and opening within inline direction and install 460 volt, 3-phase, 60 hz, 250 lbs capacity & and 50 FPM speed. Work includes environmental testing, demo and disposal of existing dumbwaiter and malfunctioning components, and DIR inspection. 37 year old dumbwaiter, electrical components, and motor burned-up resulting in smoke emitting from dumbwaiter assembly. It was found to be more cost effective to replace than to repair. This 2-story building has only one public elevator that is at risk of failing and/or resulting in delays when delivering records from 2nd floor to 1st floor courtrooms and service counter.	\$ 135,000	\$ 135,000	\$ 215,568	\$ 215,568	The cost increase is for the additional scope added during construction by DIR and SFM which included adding an access switch, fire sprinkler extension, and additional fire proofing. These items were hidden conditions and not in original scope, and were found after construction began.	\$ 80,568	\$ 80,568	In Work	100
4	San Diego	North County Regional Center - North	37-F2	FM-0142330	2	Interior finishes - Replace drywall, ceramic tile, framing, cove base, sound proofing, toilets and sinks in men's and women's public bathrooms. Replace drywall in secure hallway. Replace drywall and install waterproof material in janitor closet. Replace 4" cast iron pipe in walls. Area contains ACM and mold was detected in the walls.	\$ 14,378	\$ 14,378	\$ 420,000	\$ 420,000	This started as a P2 and was upgraded to P1 due to water intrusion affecting a large area and multiple restrooms/janitorial closet. Due to the crack in pipe and the leak caused by the crack, mold remediation was required.	\$ 405,622	\$ 405,622	In Work	100



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Trial Court Facility Modification
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Meeting Date: 03/08/2021

	LOCATION	FACILITY NAME	BUILDING ID	FM NUMBER	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	TOTAL COST INCREASE	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
5	Alameda	New East County Hall of Justice	01-J1	FM-0142522	1	Plumbing - Sewage Flood - Excessive amount of disposable wipes and feminine products cleared from sewer pipe Snaked main line and extracted standing water, sanitized surfaces, removed wetted wallboard after testing determined it was free of hazardous materials.	\$ 69,181	\$ 69,181	\$ 123,172	\$ 123,172	The cost increase is due to repairs required for approximately 2,000 sq. ft. of damaged walls and flooring caused by the sewage flood.	\$ 53,991	\$ 53,991	In Work	100
6	San Diego	North County Regional Center - North	37-F2	FM-0143318	2	Plumbing - Replace 2 reheat coils (RH8-7, RH9-15) with associated hardware and actively leaking components of 3 additional reheat coils (RH8-7, RH9-15, Rh8-2), that were found leaking while addressing the isolation valve, flush valve and angle stop replacement of Dept. 1 & 2 jury restroom initiated by a constantly flowing toilet. Work includes the replacement of 3 failed isolation valves and 1 angle stop, ceiling access, containment, environmental testing, and ACM abatement with environmental oversight and remediation. Court and staff operations impacted due to closure of jury rooms.	\$ 6,771	\$ 6,771	\$ 147,209	\$ 147,209	The initial scope was to address an isolation valve and angle stop. Once work started, more issues were discovered requiring immediate attention before addressing the initial scope. Additional leaks were found in the HVAC plumbing. To save additional costs for environmental testing/reporting, the HVAC leaks were investigated. While troubleshooting HVAC leaks, clogged heating coils were found that were attempted to be cleared out before replacing them.	\$ 140,438	\$ 140,438	In Work	100



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Trial Court Facility Modification
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06/01/2005 to 02/08/2021
Meeting Date: 03/08/2021

	LOCATION	FACILITY NAME	BUILDING ID	FM NUMBER	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	TOTAL COST INCREASE	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
7	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	FM-0144218	1	Plumbing - Replace (1) water hammer, (1) 1 1/2-inch isolation valve, extracted 50 gallons of water, erected (4) containments, build back 50 sq. ft of plaster wall, replaced 450 sq. ft of carpet, sanitize 1200 sq. ft of hard surface, conducted environmental oversight, and performed all work in a known ACM area. Hot water hammer failed within the wall of the 6th floor clerk's area affecting the 6th floor, room 602-B and 5th floor room 5-305.	\$ 75,000	\$ 51,593	\$ 196,835	\$ 135,403	Cost exceeded original P1 estimate due to additional areas affected, requiring environmental testing, remediation, and build back.	\$ 121,835	\$ 83,810	In Work	68.79
8	Los Angeles	Compton Courthouse	19-AG1	FM-0144327	1	Plumbing - Sewer Line - Replace (10) LF of 2" cast iron pipe and associated fittings. Replace 200 SF of plaster and Six 2ftx2ft ceiling tiles. Environmental oversight, mold remediation and ACM remediation included. Cracked sewer drain line from drinking fountain on 11th floor, Dept H leaked down through the walls to the 10th floor Dept D.	\$ 35,000	\$ 23,146	\$ 100,000	\$ 66,130	Original project cost is for 11th floor only, where the leak originated. However, during investigation, the scope was increased to include the 10th floor because the water leaked down to the 10th floor.	\$ 65,000	\$ 42,985	In Work	66.13



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Trial Court Facility Modification
Increases Over \$50K - FMs (List C)
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Meeting Date: 03/08/2021

	LOCATION	FACILITY NAME	BUILDING ID	FM NUMBER	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	TOTAL COST INCREASE	FACILITY MODIFICATION PROGRAM COST INCREASE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
9	Kern	Bakersfield Superior Court	15-A1	FM-0144842	1	Plumbing - Sewer line - Clear stoppage in holding cell located on the 2nd floor. Water leaked into Court reporter office, jury room, and judges chambers. Leak caused by backed up sewer line in holding cell. Environmental and remediation oversight of black water.	\$ 41,055	\$ 25,659	\$ 107,000	\$ 66,875	The cost increase is due to more extensive scope and environmental remediation than originally estimated.	\$ 65,945	\$ 41,216	In Work	62.50
							\$1,714,839	\$ 1,502,262	\$ 3,385,509	\$3,041,846		\$1,670,670	\$1,539,583		



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Action Item 4 – (Action Required) – Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts

Action Requested:

Approve the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts*.

Supporting Documentation:

- *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts*



JUDICIAL COUNCIL OF CALIFORNIA

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MEMORANDUM

Date	Action Requested
March 8, 2021	Please Review and Respond
To	Deadline
Trial Court Facility Modification Advisory Committee	March 8, 2021
From	Contact
Pella McCormick Acting Director, Facilities Services	Jagan Singh, 415-865-7755 Jagandeep.Singh@jud.ca.gov
Subject	
Action Item 4: <i>Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts</i>	

Staff requests approval of the *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts (Cost Responsibility Guidelines)*, which is on the agenda for the March 8, 2021 meeting of the Trial Court Facility Modification Advisory Committee (TCFMAC).

Background

The Cost Responsibility Guidelines have been through several iterations of review since March 2019, when they first came before the TCFMAC.

On August 31, 2020, the TCFMAC provided approval for staff to present an updated draft to the Court Executives Advisory Committee (CEAC) and post it for final public and court comment before being adopted by the committee.

The Cost Responsibility Guidelines were presented to CEAC's Executive Committee on October 28, 2020, posted for public and court comment from November 3, 2020, to December 4, 2020, and opened for final court comment from February 16, 2021 to March 1, 2021. Comments received in December 2020 and March 2021 are listed in the summary of comments with Judicial Council staff responses, dated March 8, 2021 (Attachment 3).

Attachments

1. July 20, 2020 Memorandum to the Trial Court Facility Modification Advisory Committee
2. Draft *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts*, dated March 8, 2021
3. Summary of comments with Judicial Council staff responses, dated March 8, 2021
4. Draft *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts*, dated July 20, 2020
5. Summary of comments with Judicial Council staff responses, dated July 20, 2020
6. Updated Table A at CEAC's request
7. Updated Table B at CEAC's request
8. Former *Guidelines for Prioritizing and Ranking Facility Modifications*, adopted by the TCFMAC in April 2015

PM/KA



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MEMORANDUM

Date	Action Requested
July 20, 2020	For Your Review and Comment
To	Deadline
Trial Court Facility Modification Advisory Committee	July 20, 2020
From	Contact
Mike Courtney Director, Facilities Services	Jagan Singh, 415-865-7755 Jagandeep.Singh@jud.ca.gov
Subject	
Discussion Item 3: Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts	

This memorandum is for informational purposes to provide a general overview of the context of the document that was previously titled *Facilities Funding Responsibilities between Judicial Council and Superior Courts* and is now referred to as the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts* (“**Cost Responsibility Guidelines**”) as well as the status of its review.

Background

At its meeting on March 8, 2019, the Trial Court Facility Modification Advisory Committee (“**TCFMAC**”) reviewed the prior draft of the Cost Responsibility Guidelines and approved staff to submit the document for public comment and court feedback. Staff received numerous comments raising various questions and concerns with the document itself as well as the impacts thereof.

To generally clarify at the outset, the Cost Responsibility Guidelines document is intended only to be operating guidelines and a reference tool to help guide the TCFMAC and Judicial Council staff

Trial Court Facility Modification Advisory Committee

July 20, 2020

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in determining responsibility for the funding of various trial court facility projects as set forth therein. The Guidelines do not change or shift any responsibilities for such costs; but, they instead merely reflect the existing interpretation and application of pertinent requirements including those under rule 10.810 of the California Rules of Court (“**Rule 10.810**”). The Cost Responsibility Guidelines are not intended to become a policy approved by the Judicial Council.

Revised FM Policy and Former FM Priority Guidelines

For context, the *Trial Court Facility Modifications Policy* (“**FM Policy**”) was revised and adopted by the Judicial Council on March 15, 2019, thereby superseding the July 2012 version. The FM Policy describes what constitutes a facility modification and the methodology and process for their identification and prioritization.

When comments on the draft Cost Responsibility Guidelines document were first requested on June 10, 2019, a *Narrative of Changes to Previous Guidelines Document* (“**Narrative**”) was also provided to assist the trial courts’ review. This Narrative referenced 17 guidelines that were part of a document titled, *Guidelines for Prioritizing and Ranking Facility Modifications* (“**Former FM Priority Guidelines**”). These Former FM Priority Guidelines were intended to set forth the process for prioritizing and ranking facility modifications. The Former FM Priority Guidelines were reviewed by TCFMAC in April 2015, but were not recommended for Judicial Council review/adoption. These Guidelines have no applicability given that the prioritization of facility modifications is now addressed directly in the Judicial Council’s March 2019 FM Policy.

Thus, by reflecting existing interpretations, the new Cost Responsibility Guidelines document is simply meant to aid in determining the responsibility of costs for facility projects between the Judicial Council and trial courts in conjunction with the March 2019 FM Policy. It is anticipated that the Cost Responsibility Guidelines document will be used in this manner by the TCFMAC and Judicial Council staff, particularly those in the field.

New or Added Items

While the Cost Responsibility Guidelines document sets forth the Judicial Council and trial courts’ respective responsibilities for facility costs, certain items were characterized as being added or new. However, such items were added within the overarching framework under which the party responsible for associated costs is interpreted, and Judicial Council policy on said responsibilities is not being shifted. The Guidelines document is instead incorporating updates for new, changing, and different building systems, components, and equipment (i.e., the introduction of new technology, the more-prevalent use of certain components in court facilities, etc.), which was not previously and/or may become part of court facilities over time. Similar subsequent updates will likely continue to be necessary in the future. An example of such updates would be the installation, maintenance, and operation of electrical car charging stations at court facilities. The Guidelines

Trial Court Facility Modification Advisory Committee

July 20, 2020

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document also corrects the responsibility for any items that may have been previously classified incorrectly.

To help clarify this, and at the suggestion of the Court Executives Advisory Committee's (CEAC) Ad Hoc Working Group on Trial Court Facilities, staff has added the four columns shown below to Tables A and B in the Cost Responsibility Guidelines document to delineate any change in responsibilities:

Currently Responsible	Change of Responsibility to	Impact of Change (if known)	Authority for the Change
-----------------------	-----------------------------	-----------------------------	--------------------------

Further Review

At this time, the following documents are being provided for further review and comment:

1. Attachment 1: Updated draft of the *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts*, revised in response to the received comments
2. Attachment 2: Summary of comments with Judicial Council staff responses
3. Attachment 3: Updated Table A at CEAC's request
4. Attachment 4: Updated Table B at CEAC's request
5. Attachment 5: Former *Guidelines for Prioritizing and Ranking Facility Modifications*, adopted by the TCFMAC in April 2015



Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts

DRAFT FOR REVIEW BY THE
TRIAL COURT FACILITY
MODIFICATION ADVISORY COMMITTEE
March 8, 2021



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

The *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts* (Guidelines) are intended only to be operating guidelines and as reference to help guide the Trial Court Facility Modification Advisory Committee and Judicial Council staff in determining responsibility for the funding of various trial court facility projects. These Guidelines do not change or shift any responsibilities for such costs; but, they instead merely reflect the existing interpretation and application of pertinent requirements including those under rule 10.810 of the California Rules of Court (Rule 10.810). These Guidelines are not intended to become a policy approved by the Judicial Council. As such, in the event of any conflict between the Guidelines and applicable law, including Rule 10.810, applicable law shall control and prevail. Additionally, the Guidelines incorporate updates (and will likely require subsequent updates) for new, changing, and different building systems, components and equipment (i.e., the introduction of new technology), which was not previously and/or may become part of court facilities over time.

A. CAPITAL COST RESPONSIBILITIES

Judicial Council is generally responsible for costs relating to the construction of capital-outlay projects for trial court facilities; however, the trial courts and the counties are responsible for the following items specified in the table below. The responsibilities for costs of operations and maintenance (O&M) projects and facility modifications is shown in Section B below.

Items	Trial Court Responsibility	County/Other Responsibility
Wall Art	X	
File Tracking system	X	
Break room equipment movable (e.g. microwave, etc.)	X	
Office equipment (e.g. phone, computers, printers, fax machines, copier, postage meter)	X	
Television and mounting in break room	X	
Trash cans, recycle bins (located in offices, workstations, break room)	X	
Bottled water dispenser, coffee machines.	X	
Vending machines (Department of Rehabilitation responsibility)		X
Moving cost (including employee relocation, equipment relocation, existing furniture relocation, file relocation)	X	
Gun locker maintenance		X
Service provider network connection	X	
Safes	X	
Local servers, printers, faxes	X	
Outside communication – Cable TV, telephone recurring monthly cost	X	
VOIP system (including WAN service application)	X	

B. OPERATIONS AND MAINTENANCE PROJECTS AND FACILITY MODIFICATIONS COST RESPONSIBILITIES

The Judicial Council has the general responsibility for building systems, components and equipment in court facilities. Subject to the availability of sufficient funding as discussed below, the Judicial Council is generally responsible for the costs of O&M projects and facility modifications for these building systems, components and equipment. However, and as described herein, trial courts are responsible for certain costs for these types of projects including those pursuant to Rule 10.810 and applicable law.

To clarify, this section only applies to O&M projects and facility modifications in existing court facilities and does NOT pertain to responsibilities for costs of building systems, components and equipment in capital-outlay projects. The Judicial Council is generally responsible for capital-outlay costs, and the items trial courts and the counties are responsible for are shown in Section A above.

All work, whether an asset renewal, renovation, replacement or repair, is subject to budget availability regardless of the fund source. Tables A and B below identify the potential funding sources for work associated with specific components and systems. Because current funding does and will most likely continue to lag demand, O&M projects and facility modifications that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the council's *Trial Court Facility Modifications Policy*. In the event sufficient funding is unavailable to prioritize an O&M project or facility modification requested by a trial court, that trial court may instead elect to use its operating funds pursuant to the council's *Court-Funded Facilities Request Policy*. Regardless of funding source, it is anticipated and typical that the work will be performed by a Judicial Council-contracted Service Provider or contractor.

Tables A and B below intend to provide guidance on primary funding responsibility with respect to different building systems, components and equipment. While neither complete nor exhaustive lists, these tables are as comprehensive as possible in referencing most systems, components and equipment common to court facilities:

- Table A identifies the funding responsibility for building systems, components and equipment in general, except for building security systems, which are shown in Table B.
- Table B identifies the funding responsibility for building security systems exclusively. All security-related projects must be coordinated with Judicial Council Facilities Services' Security Unit. The justification and related scoring for security-related projects should be confirmed by Judicial Council Facilities Services for validity and not beyond Judicial Council standards.

For the majority of court facilities jointly occupied by a trial court and county, either the Judicial Council or county is designated as the *Managing Party* for that court facility, which typically (but not always) was determined by the parties' ownership and/or majority equity interest based on their respective occupancy of the facility. The Managing Party is responsible for maintenance and

renovations of the court facility's various building systems. Therefore, it is common for the county to be responsible for a court facility's O&M projects and facility modifications.

DRAFT

TABLE A – Building systems, components and equipment, excluding building security systems

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
1	Building Envelope	Exterior Doors	Doors and Doorknobs	X	
2	Building Envelope	Exterior Doors, Entryway, and Sidewalk	Exterior entrance powerwashing. Power washing for stains, debris and dirt		X
3	Building Envelope	Exterior Walls	Exterior wall finish	X	
4	Building Envelope	Exterior Windows	Clearing or Cleaning cobwebs from windows, corners (exterior)	X	
5	Building Envelope	Exterior Windows	Window cleaning exterior	X	
6	Building Envelope	Exterior Windows	Windows (repair, occasional replacement)	X	
7	Building Envelope	Foundation	Foundation	X	
8	Building Envelope	Interior Windows	Window cleaning Interior (janitorial)		X
9	Building Envelope	Other Site System	Flag Poles and Flag replacement	X	
10	Building Envelope	Other Site System	Flag lowering and raising		X
11	Electrical	Branch Wiring	Raceway	X	
12	Electrical	Service & Distribution	ATS switches	X	
13	Electrical	Branch Wiring	Cabling work stations		X
14	Electrical	Communications & Security	Plug-in power monitoring for data systems		X
15	Electrical	Communications & Security	Server room electrical requirements (e.g., new electrical requirements for new servers)		X
16	Electrical	Communications & Security	UPS - uninterruptible power supply		X
17	Electrical	Communications & Security	Integrated Network ¹	X	X
18	Electrical	IT	Infrastructure – fiberoptic	X	
19	Electrical	IT	Routers	X	
20	Electrical	IT	Switches	X	
21	Electrical	IT	Servers	X	
22	Electrical	IT	Maintenance		X
23	Electrical	IT	Software		X
24	Electrical	Low Voltage Electrical	Antennas/communication dishes		X
25	Electrical	Low Voltage Electrical	Business Data Cabling		X
26	Electrical	Low Voltage Electrical	Lower voltage cable	X	
27	Electrical	Low Voltage Electrical	Security cabling / CCTV	X	
28	Electrical	Low Voltage Electrical	Telephone systems /telephone cabling (Move, Change, or add)		X

¹ Integrated Network, formerly known as Converge Network, is the backbone for multiple systems. The infrastructure fiber optics is provided with the new network and will be the Judicial Council's responsibility. The routers and switches will be updated and provided by Judicial Council Telecommunications – LAN / WAN program. Maintenance of the systems for court facilities-related systems like BMS, fire life safety, closed circuit television, detention locks, exterior locks, interior locks, and lighting controls will be the Judicial Council's responsibility; and the Court network and AV systems will be the responsibility of the trial courts.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
29	Electrical	Low Voltage Electrical	TV Cable		X
30	Electrical	Service & Distribution	Lighting (cubicle, desk or task)		X
31	Electrical	Service & Distribution	Lighting (except cubicle, desk or task)	X	
32	Electrical	Service & Distribution	Switchgear	X	
33	Electrical	Service & Distribution	Transformers	X	
34	Electrical	Service & Distribution	Ballasts	X	
35	Electrical	Service & Distribution	Capacitance bank	X	
36	Electrical	Service & Distribution	Electrical outlets (new)		X
37	Electrical	Service & Distribution	Electrical outlets (repair and replace)	X	
38	Electrical	Building Envelope	Exterior lights	X	
39	Electrical	Service & Distribution	Face plates (replace/install)	X	
40	Electrical	Site Lighting	Exterior lights	X	
41	Electrical	Site Lighting	Parking lot lighting	X	
42	Electrical	Site Electrical	Electrical car charging stations (Judicial Officers parking) ²		X
43	Electrical	Site Electrical	Electrical car charging stations (Staff parking) ²		X
44	Electrical	Site Electrical	Electrical car charging stations (Public parking) ³	X	X
45	Fire Life Safety	Fire Protection	Computer fire suppression system	X	
46	Fire Life Safety	Fire Protection	Extinguishers	X	
47	Fire Life Safety	Fire Protection	Public Distributed Antenna System	X	
48	Fire Life Safety	Fire Protection	Fire alarm system	X	
49	Fire Life Safety	Fire Protection	Fire sprinkler system	X	
50	Fire Life Safety	Communications & Security	Fire alarm system monitoring	X	
51	Fire Life Safety	Emergency Power	Emergency Exit Lighting	X	
52	Fire Life Safety	Emergency Power	Emergency Generator	X	
53	Fire Life Safety	Emergency Power	Emergency lighting	X	
54	Fire Life Safety	Emergency Power	UPS - uninterruptible power supply (hard-wired)	X	
55	Flooring	Floor Finishes	Carpet maintenance and repair		X
56	Flooring	Floor Finishes	Floor covering maintenance and repair		X
57	Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X	
58	Flooring	Floor Finishes	Non-cosmetic repairs	X	
59	Flooring	Floor Finishes	Raised floor panels maintenance and repair	X	

² The use of public resources by public employees in the workplace for personal benefit is not acceptable pursuant to California Government Code section 8134. Addition of the new charging stations to existing facilities as Facility Modification will be considered Priority 5. In the new Capital projects, electric car charging stations are required for the public by Cal Green. A trial court has the option of installing charging stations using third-party providers (e.g., Blinkcharging, Plugshare, Chargepoint). The installation of any electric car charging stations should not overload existing circuits, switches or transformers. All work will have to be done pursuant to the California Rules of Court through Judicial Council Facilities Services as a Court Funded Request. Users should pay fees consistent with comparable public charging stations for the cost of electricity consumed, and the electric car charging service provider must reimburse the Judicial branch for the power used unless a separate meter is installed directly by provider.

³ The above rules do not apply to court facilities and parking lots managed by and the responsibility of the local county. Facility Modification funds can be used for car charging stations at the discretion of Trial Court Facility Modification Advisory Committee.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
60	Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X	
61	Furnishings	Appliances	Break room water dispensers (unfixed)		X
62	Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X	
63	Furnishings	Appliances	Counter style appliances		X
64	Furnishings	Appliances	Garbage Disposals		X
65	Furnishings	Appliances	Ice-Makers (standalone)		X
66	Furnishings	Appliances	Microwaves		X
67	Furnishings	Appliances	Ovens and Stoves		X
68	Furnishings	Appliances	Refrigerators, Freezers and other stand-alone equipment		X
69	Furnishings	Appliances	Trash Compactors		X
70	Furniture	Fixed	Audience Seating (Bench-style)	X	
71	Furniture	Fixed	Jury seating	X	
72	Furniture	Fixed	Gang seating	X	
73	Furniture	Unfixed	Chairs, seats around tables		X
74	Furniture	Unfixed	Couches		X
75	Hardware	Exterior and Interior Doors	Automatic door openers ⁴	X	
76	Hardware	Exterior and Interior Doors	Door closers	X	
77	Hardware	Exterior and Interior Doors	Hinges	X	
78	Hardware	Exterior and Interior Doors	Key schedule	X	
79	Hardware	Exterior and Interior Doors	Keys	X	
80	Hardware	Exterior and Interior Doors	Lock sets (includes cipher and access control connected hardware)	X	
81	Hardware	Exterior and Interior Doors	Rekeying (due to loss) ⁵		X
82	Hardware	Lock Specialty	Unfixed furnishing, cabinet keys and locks		X
83	Hardware	Exterior Windows	Window screens	X	
84	HVAC	Air Distribution	Balancing air distribution	X	
85	HVAC	Air Distribution	Air conditioning	X	
86	HVAC	Air Distribution	Diffusers - cleaning room-side of vents (janitorial)		X
87	HVAC	Air Distribution	Holding Cell Diffusers - cleaning room-side of vents (janitorial)		X
88	HVAC	Air Distribution	Distribution supply and return duct	X	
89	HVAC	Air Distribution	VAV box controllers	X	
90	HVAC	Controls & Instrumentation	Building Automation System (BAS)	X	
91	HVAC	Controls & Instrumentation	Energy Management System	X	
92	HVAC	Cooling System	Chiller	X	
93	HVAC	Cooling System	Data room air conditioning systems	X	
94	HVAC	Cooling System	Additional Data room air conditioning systems over the provided existing system		X
95	HVAC	Cooling System	Roof-top units	X	

⁴ Automatic door openers are not required by accessibility code and hence only be added at new locations as a CFR from the Court.

⁵ If the loss is because of Judicial Council staff, then the cost will be borne by Judicial Council

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
96	HVAC	Cooling System	Swamp coolers	X	
97	HVAC	Heating System	Boiler	X	
98	HVAC	Heating System	Steam boiler	X	
99	HVAC	Vent Pipe & Fittings	Roof-top exhausts	X	
100	HVAC	Vent Pipe& Fittings	Exhaust duct	X	
101	Interior Finishes	Ceiling Finishes	Ceiling Tiles	X	
102	Interior Finishes	Movable Furnishings	Artwork (owned and/or loaned)		X
103	Interior Finishes	Movable Furnishings	Automatic Blinds/Drapes/Shades (maintain, repair and replace)	X	
104	Interior Finishes	Movable Furnishings	Manual Blinds/Drapes/Shades (maintain, repair and replace)		X
105	Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades - Cleaning		X
106	Interior Finishes	Movable Furnishings	Office pictures or personal decorations		X
107	Interior Finishes	Special Coverings	Visual security barriers (tinting)	X	
108	Interior Finishes	Special Finishes	Kick plates	X	
109	Interior Finishes	Wall Coverings	Paneling ⁶	X	
110	Interior Finishes	Wall Coverings	Wall coverings ⁶	X	
111	Interior Finishes	Wall Finishes	Minor touch-up painting (for graffiti/vandalism only)	X	
112	Interior Finishes	Wall Finishes	Minor touch-up painting (for aesthetics)		X
113	Interior Finishes	Wall Finishes	Paint - Exterior	X	
114	Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court- Exclusive Areas)		X
115	Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X	
116	Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X	
117	Landscaping	Fertilizing	Chemical lawn treatments	X	
118	Landscaping	Irrigation System	Landscaping irrigation system	X	
119	Landscaping	Plantings	Boulevard plantings	X	
120	Landscaping	Plantings	Shrubs/plantings/annuals	X	
121	Landscaping	Interior and Exterior Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.		X
122	Mechanical	Energy Supply	Duct insulation	X	
123	Mechanical	Energy Supply	Heat exchanger	X	
124	Mechanical	Sanitary Waste	Waste water system	X	
125	Mechanical	Water Distribution	Faucets	X	
126	Mechanical	Water Distribution	Pipe insulation	X	
127	Mechanical	Water Distribution	Water fountains	X	
128	Mechanical	Water Equipment	Hot water heater	X	
129	Mechanical	Water Equipment	Water filters (as required by specific building wide distribution systems)	X	
130	Mechanical	Water Equipment	Water softener (building wide)	X	
131	Mechanical	Water Equipment	Water treatment	X	
132	Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)		X
133	Office Equipment	Communications & Security	Server hardware and LAN infrastructure		X

⁶ Paneling generally is part of a Facility Modification project and is not the primary focus of the Facility Modification. If provided as part of capital project, it will be responsibility of Judicial Council.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
134	Office Equipment	Communication & Security	Clerk Window - Active communication ⁷	X	
135	Office Equipment	Communication & Security	Exterior Transaction window - Active communication	X	
136	Office Equipment	Communications & Security	Telephone system		X
137	Office Equipment	Equipment	Shredder		X
138	Office Equipment	Fixed Furnishings	Furniture (fixed)	X	
139	Office Equipment	Movable Furnishings	Bulletin or white boards		X
140	Office Equipment	Movable Furnishings	Computer equipment		X
141	Office Equipment	Movable Furnishings	Furniture (unfixed)		X
142	Office Equipment	Movable Furnishings	Furniture moves		X
143	Office Equipment	Movable Furnishings	Furniture set-ups		X
144	Office Equipment	Movable Furnishings	High-density filing system		X
145	Office Equipment	Movable Furnishings	Modular furniture		X
146	Office Equipment	Equipment	Copier		X
147	Office Equipment	Equipment	Printers		X
148	Office Equipment	Equipment	Fax		X
149	Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning		X
150	Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow		X
151	Restroom	Interior Specialties	Counter (damaged)	X	
152	Restroom	Interior Specialties	Counter cleaning (janitorial)		X
153	Restroom	Bath Accessories	Electrical hand driers (buy/provide)		X
154	Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X	
155	Restroom	Bath Accessories	Paper towel dispensers (buy/provide)		X
156	Restroom	Bath Accessories	Paper towel dispensers (hang/re-hang)	X	
157	Restroom	Bath Accessories	Seat cover dispensers (buy/provide)		X
158	Restroom	Bath Accessories	Seat cover dispensers (hang/re-hang)	X	
159	Restroom	Bath Accessories	Soap dispensers (buy/provide)		X
160	Restroom	Bath Accessories	Soap dispensers (hang/re-hang)	X	
161	Restroom	Bath Accessories	Stocking restrooms (janitorial)		X
162	Restroom	Bath Accessories	Toilet paper dispensers (buy/provide)		X
163	Restroom	Bath Accessories	Toilet paper dispensers (hang/re-hang)	X	
164	Restroom	Bath Accessories	Trash cans (buy/provide)		X
165	Restroom	Bath Accessories	Trash cans (hang/re-hang)	X	
166	Restroom	Fixtures	Partitions	X	
167	Restroom	Fixtures	Plumbing fixtures	X	
168	Restroom	Fixtures	Shelves	X	
169	Restroom	Fixtures	Sinks	X	
170	Restroom	Fixtures	Urinals	X	
171	Restroom	Fixtures	Adding new baby changing stations not required by law (Court funded, Judicial Council Installed)	X	X

⁷ Active Communication refers to a system that requires outside power to enable communications.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
172	Restroom	Fixtures	Existing Baby Changing stations' replacement	X	
173	Roof	Roof Coverings	Roof decking	X	
174	Roof	Roof Coverings	Roof drains/gutter/flashing	X	
175	Roof	Roof Coverings	Roof membrane	X	
176	Roof	Roof Coverings	Roof pads/wear lane/traffic	X	
177	Services	Administrative	O&M Technician's office	X	
178	Services	Administrative	Space planning functions		X
179	Services	Pest	Exterior spraying	X	
180	Services	Pest	Indoor traps	X	
181	Services	Pest	Interior spraying	X	
182	Services	Pest	Preventive and Corrective measures	X	
183	Signage	Site Signage	Exterior signage	X	
184	Signage	Identifying Devices	Identification		X
185	Signage	Identifying Devices	Instructional (e.g. cell phone usage, noise policy, restricted area, etc.)		X
186	Signage	Identifying Devices	Reader boards (NOT specified in Court Transfer Agreement)		X
187	Signage	Identifying Devices	Reader boards (specified in Court Transfer Agreement)	X	
188	Signage	Identifying Devices	Room Numbering (maintain, repair and replace)	X	
189	Signage	Identifying Devices	Room numbering (new, adds, or changes)		X
190	Signage	Identifying Devices	State code compliance (e.g. "No Smoking")	X	
191	Signage	Identifying Devices	Way finding/directional (Includes Evacuation)	X	
192	Site Work	Parking Lots	Curbing (except local authority)	X	
193	Site Work	Parking Lots	Parking (except local authority)	X	
194	Site Work	Parking Lots	Parking lot striping	X	
195	Site Work	Pedestrian Paving	Sidewalk (except local authority)	X	
196	Site Work	Security Structures	Security bollards	X	
197	Hazardous Waste	Court generated waste	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		X
198	Hazardous Waste	Janitorial generated waste	Cleaning material such as detergents and solvents, greasy rags or waste water containing hazardous material		X
199	Hazardous Waste	Construction or Building generated waste ⁸	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.	X	
200	Hazardous Waste	Court Funded Request Construction generated waste	Construction or building generated waste that is part of the project that is funded by Court		X

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
201	Hazardous Waste	Bio-hazard waste (exterior only)	Human feces and blood	X	
202	Hazardous Waste	Bio-hazard waste	Sewer leak and spill from plumbing waste water leakage as part of larger Facility Modification and waste water removal is not the primary purpose of the Facility Modification	X	
203	Equipment Installation	Installation and removal of all equipment not part of the building system	White boards, clocks, file storage systems, portable/movable electronic equipment, court owned appliances, electronic calendars, and display boards		X
204	Equipment	Communication and AV Equipment	All Audio visual equipment		X
205	Electrical	Electrical outlets for communication and AV	Power outlets for the communication and AV equipment	X	
206	Electrical	Emergency Power	Generators for IT Infrastructure and non-emergency services		X

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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.

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

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TABLE B –Building security systems

Item #	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Judicial Council Security - Special Fund ¹	Others
1	Alarms	Hardwired duress alarms not integrated with facility security		X		
2	Alarms	Wireless Duress alarms			X	
3	Alarms	Wireless Duress alarms maintenance and P1 support			X	
4	Building Access	Access control cards or fobs, replacement and programming for access levels. Badges and badge making equipment and software		X		
5	Building Access	Access control system hardware and head end controller in accordance with California Trial Court Facilities Standards	X			
6	Gun Locker	Gun locker installation, repairs and keys				X
7	Holding Cells	Holding cell access control systems	X			
8	Holding Cells	Holding cell keys				X
9	Communication & Security	Detention Control - active communication	X			
10	Interview Rooms	Passive communication ⁹	X			
11	Interview Rooms	Active communication ¹⁰	X			
12	Magnetometers & Related Equipment	Cabinet X-Ray System/magnetometers and associated monitors or accessories. Trust fund purchase includes 5 year service agreement. Service and maintenance agreements after the 5 years is responsibility of the Court		X	X	
13	Magnetometers & Related Equipment	Hand wand metal detectors		X		
14	Magnetometers & Related Equipment	Registration, record keeping, signage and training for Cabinet X-Ray Systems/magnetometers and associated monitors or accessories		X		
15	Security related	Stand-alone plugged equipment (e.g. enhancements or additions to existing screening equipment)		X		
16	Safes	Fixed Safes maintenance and repair	X			
17	Safes	Gun Safes				X
18	Safes	Portable Safes		X		
19	Surveillance	Maintenance, repair and replacement of Camera's installed in excess of the Judicial Council Trial Court Facility Standards or existing number of cameras		X		
20	Surveillance	Digital video recording (DVR) as components of complete security system and plan			X	

¹ Subject to funding.⁹ Passive Communication refers to a system that does not require outside power to enable communications.¹⁰ Active Communication refers to a system that requires outside power to enable communications.

Item #	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Judicial Council Security - Special Fund ¹	Others
21	Surveillance	Digital video recording (DVR) for court operations and limited security application		X		
22	Surveillance	Facility security systems, including controllers, facility security cameras, security specific digital recording systems and monitoring stations. (no personnel)	X			
23	Alarms	Fire alarm system	X			
24	Alarms	Hardwired duress alarms integrated with facility security	X			
25	Alarms	Intrusion alarm, monitoring and response		X		
26	Alarms	Intrusion alarm, repairs and maintenance		X		
27	BAS	Building Automation System (BAS)	X			
28	Elevator	Elevator and vertical conveyance monitoring and notification	X			
29	Vehicles	Vehicle control system (gates and overhead doors at sally port)	X			
30	Equipment	Manage and maintain facility operations equipment	X			
31	Janitorial	Porter services and routine spill cleanup (janitorial) in secure and inmate areas		X		
32	Janitorial	Recurring janitorial services and supplies in secure and inmate areas		X		
33	Personnel	Private and/or Non-Sheriff Security personnel		X		
34	Fencing & Gates	Security fencing and gates, vehicle barriers and bollards	X			
35	Keys & Locks	Cabinet and cash drawer keys and locks in fixed furnishings		X		
36	Keys & Locks	Removable locks		X		
37	Keys & Locks	Door hardware/automatic door openers	X			
38	Keys & Locks	Key schedule	X			
39	Keys & Locks	Lock sets (includes cipher and access systems)	X			
40	Keys & Locks	Rekeying due to loss of key ¹¹		X		
41	Windows	Ballistic glazing assemblies	X			
42	Windows	Ballistics protection (courtrooms, security spaces, etc.)	X			
43	Notification	Panic, duress or similar emergency notification systems not following under items 1, 2, 3 of this Table B		X		

¹¹ If the loss is because of Judicial Council staff, then the cost will be borne by Judicial Council

Facility Modifications in Court Facilities to Be Replaced with Funded Capital Projects

The use of Facility Modification (FM) funds in court facilities to be replaced with funded Capital Projects that will result in the court vacating the existing facility needs to be scrutinized. Since the time from the funding of a Capital Project to move-in is often five or more years, it is unreasonable that no FM funding will be approved. The challenge is to fund only those FM projects that are critical to continue the operations of the court facility and to prevent excessive deterioration, but are also cost proportionate to the amount of time the court will remain in the facility. The following guidelines should be used in making such funding decisions:

1. FM projects 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 and/or operations due to failing systems is determined to exceed the cost of repair work to fix said failed system, the FM should be funded. For example, the impact to operations and/or cost of deterioration due to roof leaks at a court facility which the court is scheduled to vacate in five years may justify the replacement of the roof even though the roof will last for 20 years.
4. Any limited life of a court facility should be taken into consideration when determining whether the FM actions are needed.

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 Judicial Council with FM funds for cost overruns, or reimbursing a trial court with FM funds for work performed as part of a Capital Project. This fund exclusion does not extend to FM work occurring 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 court facility, this fund exclusion does not pertain to the repair or maintenance of items outside the scope of the Capital Project.

**March 8, 2021 Comments Summary: Superior Court Comments on the
Draft Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts**
(formerly titled, *Facilities Funding Responsibilities between Judicial Council and Superior Courts*)

All comments are verbatim

	Commentator	Comments	Judicial Council Staff Responses
1.	Debbie Moynier, Director of Facilities	<p>Superior Court of California, County of Sacramento Thank you for the opportunity to review and comment on the updated JCC funding responsibility guidelines. Sacramento only has one, very minor comment: There is a conflict between Table 2 and Attachment 2: Summary of comments with Judicial Council staff responses.</p> <p>Pages 18, 19 and 28 – Comments pertaining to hardwired and wireless duress alarm systems. JCC response “<i>Judicial Council only provides hardwired duress alarm system. No wireless duress alarm system is provided by Judicial Council</i>” conflicts with Items 1 – 3 on Table B – Building Security Systems.</p>	<p>The original Judicial Council response to comments regarding Duress Alarm Systems was incorrect. The correct response is: <i>The Judicial Council only provides wireless duress alarm systems.</i></p> <p>This updated response corresponds to Items 1 – 3 in Table B – Building Security Systems.</p>
2.	Michelle Martinez, Court Executive Officer	<p>Superior Court of California, County of Kings On behalf of Michelle Martinez, Court Executive Officer of Kings Superior Court, please see attached comments in response to the above documents received.</p> <p>On Attachment 2, Table A, page 5-11, the items below should be Judicial Council of California responsibility and NOT Court:</p> <ol style="list-style-type: none"> Exterior entrance power washing. [Service Provider] owns fuel-power washing equipment, which has specific storage requirements. Should remain a Facilities Services Responsibility. 	<p>Item 2 in Table A – Routine janitorial and daily cleaning is part of the court operation cost. Judicial Council is responsible for the façade and ground maintenance as well as bio-hazard waste (exterior only). Because current funding does and will most likely continue to</p>

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	Commentator	Comments	Judicial Council Staff Responses
		<p>2. Flag lowering and raising. [Service Provider] manages condition of flags including replacement and lowering/raising. Should remain a Facilities Services Responsibility.</p> <p>3. Antennas/communications dishes. The Judicial gate mechanism has antennas to detect when remote control is pressed. Should remain a Facilities Services Responsibility.</p> <p>4. Garbage disposals. Garbage disposals are fixed appliances and were installed during construction. Should remain a JCC Facilities Services responsibility.</p>	<p>lag demand, O&M projects and facility modifications that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the Council’s <i>Trial Court Facility Modifications Policy</i>.</p> <p>Item 10 in Table A: Flag lowering and raising is part of the furnishings and therefore a court responsibility. Per Item 9 in Table A, flagpole and flag replacement is a Judicial Council responsibility.</p> <p>Item 24 in Table A – Communication antennas for gates and fences is under Item 34 in Table B and is a Judicial Council responsibility. The Antenna / Communication Dishes for low voltage is part of the court responsibility as this relates to broadcast/telecommunication services.</p> <p>Item 64 in Table A – If the garbage disposal is required to be provided in accordance with Building Codes, then it is a Judicial Council responsibility.</p>

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All comments are verbatim

	Commentator	Comments	Judicial Council Staff Responses
		<p>5. Water equipment. Drinking water dispensing equipment was installed during construction. Should remain a JCC Facilities Services responsibility.</p> <p>6. High-density filing systems. The installation of high-density filing units involved the architect, structural engineer and general contractor to design and reinforce the floor slabs for the additional equipment weight. Based on the special structural construction, it is inaccurate to define the high-density filing units as "Furniture". It is also not appropriate to shift the maintenance and repair responsibility of the units to the Superior Court. Should remain a Facilities Services Responsibility.</p> <p>7. Equipment installation. Whiteboards, file storage systems, electronic calendars, display boards installed during construction. Should remain a JCC Facility Services responsibility.</p> <p>8. Communication and AV Equipment. All Audio/Visual equipment was installed during construction. Should remain a JCC Facilities Services responsibility.</p>	<p>Item 132 in Table A – Judicial Council provides furniture, fixtures, and equipment as part of the capital project. The court is then responsible for the equipment as the end user.</p> <p>Item 144 in Table A – Since these filing systems are heavily used by the trial courts, and that use impacts the maintenance, this is not a Judicial Council responsibility. Similar to furniture, fixtures, and equipment, this is a piece of equipment that is the responsibility of the courts to remove or replace.</p> <p>Item 203 in Table A – Judicial Council provides furniture, fixtures, and equipment as part of the capital project. The court is then responsible for the equipment as the end user.</p> <p>Item 204 in Table A – Judicial Council provides furniture, fixtures, and equipment as part of the capital project. The court is then responsible for the equipment as the end user.</p>

**March 8, 2021 Comments Summary: Superior Court Comments on the
Draft Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts**
(formerly titled, *Facilities Funding Responsibilities between Judicial Council and Superior Courts*)

All comments are verbatim

	Commentator	Comments	Judicial Council Staff Responses
		<p>On Attachment 2, Table B, page 13-11, the items below should be Judicial Council of California responsibility and NOT Court:</p> <ol style="list-style-type: none"> 1. Gun locker. Were installed during construction. Should remain a JCC Facilities Services responsibility. 2. Holding Cells. Holding cell keys. Were provided during construction. Should remain a JCC Facilities Services responsibility. 	<p>Item 6 in Table B – Judicial Council provides gun lockers as part of the capital project. Gun lockers are provided for the life of the building. The sheriff’s department is the end user and therefore responsible for the equipment. An <i>Others</i> column was included in the table to better clarify funding responsibility of items such as this.</p> <p>Item 8 in Table B – Judicial Council provides holding cell keys as part of the capital project. Additional spare keys are provided for the life of the building. The sheriff’s department is the end user and therefore responsible for the equipment. An <i>Others</i> column was included in the table to better clarify funding responsibility of items such as this.</p>

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All comments are verbatim

	Commentator	Comments	Judicial Council Staff Responses
		<p>3. Surveillance. Digital video recording for Court operations and limited security application. Were provided during construction and should remain a JCC Facilities Services responsibility.</p>	<p>Item 21 in Table B – On new capital projects, recording equipment is only security related. Thereafter and on existing facilities where the court operations are being recorded for non- or limited-security related purposes, the court is responsible for the cost. As indicated in Item 20 of Table B, recording equipment for security related purposes is a Judicial Council Security-Special Fund responsibility.</p>
2.	Allen Leslein, Director Facilities Services and Capital Projects	<p>Superior Court of California, County of Los Angeles The Superior Court of Los Angeles would like to raise a few additional comments with respect to the subject documents:</p> <p>1. Building Entrance and walkways Power Washing are now indicated as the Courts responsibility. The building grounds and landscaping are the JCC responsibility so why would this cost be assigned to the Courts?</p>	<p>Item 2 in Table A – Routine janitorial and daily cleaning is part of the court operation cost. Judicial Council is responsible for the façade and ground maintenance as well as bio-hazard waste (exterior only). Because current funding does and will most likely continue to lag demand, O&M projects and facility modifications that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the Council’s <i>Trial Court Facility Modifications Policy</i>.</p>

**March 8, 2021 Comments Summary: Superior Court Comments on the
Draft Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts
(formerly titled, *Facilities Funding Responsibilities between Judicial Council and Superior Courts*)**

All comments are verbatim

	Commentator	Comments	Judicial Council Staff Responses
		<p>2. Installation/Repairs/Keys for gun lockers is done by Others? Request clarification on who “others” is referring to? If not the Court or the JCC is this referring to the Sheriff? They have not agreed to it.</p> <p>3. Hard Lock up keys will be done by others. Request clarification on who “others” is referring to? If not the Court or the JCC is this referring to the Sheriff? They have not agreed to it.</p> <p>4. Building Intrusion Alarms is shown as the Courts responsibility but the JCC is typically responsible for perimeter security so a case could be made that this falls under that.</p>	<p>Item 6 in Table B – <i>Others</i> may refer to the sheriff, county, marshal, or other third parties. Gun lockers are provided for the life of the building. The end users are responsible for the equipment. Judicial Council is not in control of third-party funding or existing court security agreements.</p> <p>Item 7 in Table B – <i>Others</i> may refer to the sheriff, county, marshal, or other third parties. The end users are provided with excess spare keys which are expected to last the lifetime of the locks. Judicial Council is not in control of third-party funding or existing court security agreements.</p> <p>Item 26 in Table B – Perimeter security does not extend to the equipment related to intrusion alarms or monitoring and hence is a court responsibility.</p>

END OF COMMENTS

Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts

DRAFT FOR REVIEW BY THE
TRIAL COURT FACILITY
MODIFICATION ADVISORY COMMITTEE
JULY 20, 2020



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

ATTACHMENT 4

The *Guidelines for the Responsibility of Facilities Costs between the Judicial Council and Trial Courts* (Guidelines) are intended only to be operating guidelines and as reference to help guide the Trial Court Facility Modification Advisory Committee and Judicial Council staff in determining responsibility for the funding of various trial court facility projects. These Guidelines do not change or shift any responsibilities for such costs; but, they instead merely reflect the existing interpretation and application of pertinent requirements including those under rule 10.810 of the California Rules of Court (Rule 10.810). These Guidelines are not intended to become a policy approved by the Judicial Council. As such, in the event of any conflict between the Guidelines and applicable law, including Rule 10.810, applicable law shall control and prevail. Additionally, the Guidelines incorporate updates (and will likely require subsequent updates) for new, changing, and different building systems, components and equipment (i.e., the introduction of new technology), which was not previously and/or may become part of court facilities over time.

A. CAPITAL COST RESPONSIBILITIES

Judicial Council is generally responsible for costs relating to the construction of capital-outlay projects for trial court facilities; however, the trial courts and the counties are responsible for the following items specified in the table below. The responsibilities for costs of operations and maintenance (O&M) projects and facility modifications is shown in Section B below.

Items	Trial Court Responsibility	County/Other Responsibility
Wall Art	X	
File Tracking system	X	
Break room equipment movable (e.g. microwave, etc.)	X	
Office equipment (e.g. phone, computers, printers, fax machines, copier, postage meter)	X	
Television and mounting in break room	X	
Trash cans, recycle bins (located in offices, workstations, break room)	X	
Bottled water dispenser, coffee machines.	X	
Vending machines (Department of Rehabilitation responsibility)		X
Moving cost (including employee relocation, equipment relocation, existing furniture relocation, file relocation)	X	
Gun locker maintenance		X
Service provider network connection	X	
Safes	X	
Local servers, printers, faxes	X	
Outside communication – Cable TV, telephone recurring monthly cost	X	
VOIP system (including WAN service application)	X	

B. OPERATIONS AND MAINTENANCE PROJECTS AND FACILITY MODIFICATIONS COST RESPONSIBILITIES

The Judicial Council has the general responsibility for building systems, components and equipment in court facilities. Subject to the availability of sufficient funding as discussed below, the Judicial Council is generally responsible for the costs of O&M projects and facility modifications for these building systems, components and equipment. However, and as described herein, trial courts are responsible for certain costs for these types of projects including those pursuant to Rule 10.810 and applicable law.

To clarify, this section only applies to O&M projects and facility modifications in existing court facilities and does NOT pertain to responsibilities for costs of building systems, components and equipment in capital-outlay projects. The Judicial Council is generally responsible for capital-outlay costs, and the items trial courts and the counties are responsible for are shown in Section A above.

All work, whether an asset renewal, renovation, replacement or repair, is subject to budget availability regardless of the fund source. Tables A and B below identify the potential funding sources for work associated with specific components and systems. Because current funding does and will most likely continue to lag demand, O&M projects and facility modifications that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the council's *Trial Court Facility Modifications Policy*. In the event sufficient funding is unavailable to prioritize an O&M project or facility modification requested by a trial court, that trial court may instead elect to use its operating funds pursuant to the council's *Court-Funded Facilities Request Policy*. Regardless of funding source, it is anticipated and typical that the work will be performed by a Judicial Council-contracted Service Provider or contractor.

Tables A and B below intend to provide guidance on primary funding responsibility with respect to different building systems, components and equipment. While neither complete nor exhaustive lists, these tables are as comprehensive as possible in referencing most systems, components and equipment common to court facilities:

- Table A identifies the funding responsibility for building systems, components and equipment in general, except for building security systems, which are shown in Table B.
- Table B identifies the funding responsibility for building security systems exclusively. All security-related projects must be coordinated with Judicial Council Facilities Services' Security Unit. The justification and related scoring for security-related projects should be confirmed by Judicial Council Facilities Services for validity and not beyond Judicial Council standards.

For the majority of court facilities jointly occupied by a trial court and county, either the Judicial Council or county is designated as the *Managing Party* for that court facility, which typically (but not always) was determined by the parties' ownership and/or majority equity interest based on their respective occupancy of the facility. The Managing Party is responsible for maintenance and

renovations of the court facility's various building systems. Therefore, it is common for the county to be responsible for a court facility's O&M projects and facility modifications.

DRAFT

TABLE A – Building systems, components and equipment, excluding building security systems

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
1	Building Envelope	Exterior Doors	Doors and Doorknobs	X	
2	Building Envelope	Exterior Doors, Entryway, and Sidewalk	Exterior entrance powerwashing. Power washing for stains, debris and dirt		X
3	Building Envelope	Exterior Walls	Exterior wall finish	X	
4	Building Envelope	Exterior Windows	Clearing or Cleaning cobwebs from windows, corners (exterior)	X	
5	Building Envelope	Exterior Windows	Window cleaning exterior	X	
6	Building Envelope	Exterior Windows	Windows (repair, occasional replacement)	X	
7	Building Envelope	Foundation	Foundation	X	
8	Building Envelope	Interior Windows	Window cleaning Interior (janitorial)		X
9	Building Envelope	Other Site System	Flag Poles and Flag replacement	X	
10	Building Envelope	Other Site System	Flag lowering and raising		X
11	Electrical	Branch Wiring	Raceway	X	
12	Electrical	Service & Distribution	ATS switches	X	
13	Electrical	Branch Wiring	Cabling work stations		X
14	Electrical	Communications & Security	Plug-in power monitoring for data systems		X
15	Electrical	Communications & Security	Server room electrical requirements (e.g., new electrical requirements for new servers)		X
16	Electrical	Communications & Security	UPS - uninterruptible power supply		X
17	Electrical	Communications & Security	Integrated Network ¹	X	X
17A	Electrical	IT	Infrastructure – fiberoptic	X	
17B	Electrical	IT	Routers	X	
17C	Electrical	IT	Switches	X	
17D	Electrical	IT	Servers	X	
17E	Electrical	IT	Maintenance		X
17F	Electrical	IT	Software		X
18	Electrical	Low Voltage Electrical	Antennas/communication dishes		X
19	Electrical	Low Voltage Electrical	Business Data Cabling		X
20	Electrical	Low Voltage Electrical	Lower voltage cable	X	
21	Electrical	Low Voltage Electrical	Security cabling / CCTV	X	
22	Electrical	Low Voltage Electrical	Telephone systems /telephone cabling (Move, Change, or add)		X

¹ Integrated Network, formerly known as Converge Network, is the backbone for multiple systems. The infrastructure fiber optics is provided with the new network and will be the Judicial Council's responsibility. The routers and switches will be updated and provided by Judicial Council Telecommunications – LAN / WAN program. Maintenance of the systems for court facilities-related systems like BMS, fire life safety, closed circuit television, detention locks, exterior locks, interior locks, and lighting controls will be the Judicial Council's responsibility; and the Court network and AV systems will be the responsibility of the trial courts.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
23	Electrical	Low Voltage Electrical	TV Cable		X
24	Electrical	Service & Distribution	Lighting (cubicle, desk or task)		X
25	Electrical	Service & Distribution	Lighting (except cubicle, desk or task)	X	
26	Electrical	Service & Distribution	Switchgear	X	
27	Electrical	Service & Distribution	Transformers	X	
28	Electrical	Service & Distribution	Ballasts	X	
29	Electrical	Service & Distribution	Capacitance bank	X	
30	Electrical	Service & Distribution	Electrical outlets (new)		X
31	Electrical	Service & Distribution	Electrical outlets (repair and replace)	X	
32	Electrical	Building Envelope	Exterior lights	X	
33	Electrical	Service & Distribution	Face plates (replace/install)	X	
34	Electrical	Site Lighting	Exterior lights	X	
35	Electrical	Site Lighting	Parking lot lighting	X	
36	Electrical	Site Electrical	Electrical car charging stations (Judicial Officers parking) ²		X
37	Electrical	Site Electrical	Electrical car charging stations (Staff parking) ²		X
38	Electrical	Site Electrical	Electrical car charging stations (Public parking) ³	X	X
39	Fire Life Safety	Fire Protection	Computer fire suppression system	X	
40	Fire Life Safety	Fire Protection	Extinguishers	X	
40A	Fire Life Safety	Fire Protection	Public Distributed Antenna System	X	
41	Fire Life Safety	Fire Protection	Fire alarm system	X	
42	Fire Life Safety	Fire Protection	Fire sprinkler system	X	
43	Fire Life Safety	Communications & Security	Fire alarm system monitoring	X	
44	Fire Life Safety	Emergency Power	Emergency Exit Lighting	X	
45	Fire Life Safety	Emergency Power	Emergency Generator	X	
46	Fire Life Safety	Emergency Power	Emergency lighting	X	
47	Fire Life Safety	Emergency Power	UPS - uninterruptible power supply (hard-wired)	X	
48	Flooring	Floor Finishes	Carpet maintenance and repair		X
49	Flooring	Floor Finishes	Floor covering maintenance and repair		X
50	Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X	
51	Flooring	Floor Finishes	Non-cosmetic repairs	X	
52	Flooring	Floor Finishes	Raised floor panels maintenance and repair	X	

² The use of public resources by public employees in the workplace for personal benefit is not acceptable pursuant to California Government Code section 8134. Addition of the new charging stations to existing facilities as Facility Modification will be considered Priority 5. In the new Capital projects, electric car charging stations are required for the public by Cal Green. A trial court has the option of installing charging stations using third-party providers (e.g., Blinkcharging, Plugshare, Chargepoint). The installation of any electric car charging stations should not overload existing circuits, switches or transformers. All work will have to be done pursuant to the California Rules of Court through Judicial Council Facilities Services as a Court Funded Request. Users should pay fees consistent with comparable public charging stations for the cost of electricity consumed, and the electric car charging service provider must reimburse the Judicial branch for the power used unless a separate meter is installed directly by provider.

³ The above rules do not apply to court facilities and parking lots managed by and the responsibility of the local county. Facility Modification funds can be used for car charging stations at the discretion of Trial Court Facility Modification Advisory Committee.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
53	Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X	
54	Furnishings	Appliances	Break room water dispensers (unfixed)		X
55	Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X	
56	Furnishings	Appliances	Counter style appliances		X
57	Furnishings	Appliances	Garbage Disposals		X
58	Furnishings	Appliances	Ice-Makers (standalone)		X
59	Furnishings	Appliances	Microwaves		X
60	Furnishings	Appliances	Ovens and Stoves		X
61	Furnishings	Appliances	Refrigerators, Freezers and other stand-alone equipment		X
62	Furnishings	Appliances	Trash Compactors		X
63	Furniture	Fixed	Audience Seating (Bench-style)	X	
64	Furniture	Fixed	Jury seating	X	
65	Furniture	Fixed	Gang seating	X	
66	Furniture	Unfixed	Chairs, seats around tables		X
67	Furniture	Unfixed	Couches		X
68	Hardware	Exterior and Interior Doors	Automatic door openers ⁴	X	
69	Hardware	Exterior and Interior Doors	Door closers	X	
70	Hardware	Exterior and Interior Doors	Hinges	X	
71	Hardware	Exterior and Interior Doors	Key schedule	X	
72	Hardware	Exterior and Interior Doors	Keys	X	
73	Hardware	Exterior and Interior Doors	Lock sets (includes cipher and access control connected hardware)	X	
74	Hardware	Exterior and Interior Doors	Rekeying (due to loss) ⁵		X
75	Hardware	Lock Specialty	Unfixed furnishing, cabinet keys and locks		X
76	Hardware	Exterior Windows	Window screens	X	
77	HVAC	Air Distribution	Balancing air distribution	X	
78	HVAC	Air Distribution	Air conditioning	X	
79	HVAC	Air Distribution	Diffusers - cleaning room-side of vents (janitorial)		X
80	HVAC	Air Distribution	Holding Cell Diffusers - cleaning room-side of vents (janitorial)		X
81	HVAC	Air Distribution	Distribution supply and return duct	X	
82	HVAC	Air Distribution	VAV box controllers	X	
83	HVAC	Controls & Instrumentation	Building Automation System (BAS)	X	
84	HVAC	Controls & Instrumentation	Energy Management System	X	
85	HVAC	Cooling System	Chiller	X	
86	HVAC	Cooling System	Data room air conditioning systems	X	
87	HVAC	Cooling System	Additional Data room air conditioning systems over the provided existing system		X
88	HVAC	Cooling System	Roof-top units	X	

⁴ Automatic door openers are not required by accessibility code and hence only be added at new locations as a CFR from the Court.

⁵ If the loss is because of Judicial Council staff, then the cost will be borne by Judicial Council

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
89	HVAC	Cooling System	Swamp coolers	X	
90	HVAC	Heating System	Boiler	X	
91	HVAC	Heating System	Steam boiler	X	
92	HVAC	Vent Pipe & Fittings	Roof-top exhausts	X	
93	HVAC	Vent Pipe& Fittings	Exhaust duct	X	
94	Interior Finishes	Ceiling Finishes	Ceiling Tiles	X	
95	Interior Finishes	Movable Furnishings	Artwork (owned and/or loaned)		X
96	Interior Finishes	Movable Furnishings	Automatic Blinds/Drapes/Shades (maintain, repair and replace)	X	
97	Interior Finishes	Movable Furnishings	Manual Blinds/Drapes/Shades (maintain, repair and replace)		X
98	Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades - Cleaning		X
99	Interior Finishes	Movable Furnishings	Office pictures or personal decorations		X
100	Interior Finishes	Special Coverings	Visual security barriers (tinting)	X	
101	Interior Finishes	Special Finishes	Kick plates	X	
102	Interior Finishes	Wall Coverings	Paneling ⁶	X	
103	Interior Finishes	Wall Coverings	Wall coverings ⁶	X	
104	Interior Finishes	Wall Finishes	Minor touch-up painting (for graffiti/vandalism only)	X	
105	Interior Finishes	Wall Finishes	Minor touch-up painting (for aesthetics)		X
106	Interior Finishes	Wall Finishes	Paint - Exterior	X	
107	Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court- Exclusive Areas)		X
108	Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X	
109	Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X	
110	Landscaping	Fertilizing	Chemical lawn treatments	X	
111	Landscaping	Irrigation System	Landscaping irrigation system	X	
112	Landscaping	Plantings	Boulevard plantings	X	
113	Landscaping	Plantings	Shrubs/plantings/annuals	X	
114	Landscaping	Interior and Exterior Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.		X
115	Mechanical	Energy Supply	Duct insulation	X	
116	Mechanical	Energy Supply	Heat exchanger	X	
117	Mechanical	Sanitary Waste	Waste water system	X	
118	Mechanical	Water Distribution	Faucets	X	
119	Mechanical	Water Distribution	Pipe insulation	X	
120	Mechanical	Water Distribution	Water fountains	X	
121	Mechanical	Water Equipment	Hot water heater	X	
122	Mechanical	Water Equipment	Water filters (as required by specific building wide distribution systems)	X	
123	Mechanical	Water Equipment	Water softener (building wide)	X	
124	Mechanical	Water Equipment	Water treatment	X	
125	Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)		X
126	Office Equipment	Communications & Security	Server hardware and LAN infrastructure		X

⁶ Paneling generally is part of a Facility Modification project and is not the primary focus of the Facility Modification. If provided as part of capital project, it will be responsibility of Judicial Council.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
127	Office Equipment	Communication & Security	Clerk Window - Active communication ⁷	X	
128	Office Equipment	Communication & Security	Exterior Transaction window - Active communication	X	
129	Office Equipment	Communications & Security	Telephone system		X
130	Office Equipment	Equipment	Shredder		X
131	Office Equipment	Fixed Furnishings	Furniture (fixed)	X	
132	Office Equipment	Movable Furnishings	Bulletin or white boards		X
133	Office Equipment	Movable Furnishings	Computer equipment		X
134	Office Equipment	Movable Furnishings	Furniture (unfixed)		X
135	Office Equipment	Movable Furnishings	Furniture moves		X
136	Office Equipment	Movable Furnishings	Furniture set-ups		X
137	Office Equipment	Movable Furnishings	High-density filing system		X
138	Office Equipment	Movable Furnishings	Modular furniture		X
139	Office Equipment	Equipment	Copier		X
140	Office Equipment	Equipment	Printers		X
140A	Office Equipment	Equipment	Fax		X
141	Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning		X
142	Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow		X
143	Restroom	Interior Specialties	Counter (damaged)	X	
144	Restroom	Interior Specialties	Counter cleaning (janitorial)		X
145	Restroom	Bath Accessories	Electrical hand driers (buy/provide)		X
146	Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X	
147	Restroom	Bath Accessories	Paper towel dispensers (buy/provide)		X
148	Restroom	Bath Accessories	Paper towel dispensers (hang/re-hang)	X	
149	Restroom	Bath Accessories	Seat cover dispensers (buy/provide)		X
150	Restroom	Bath Accessories	Seat cover dispensers (hang/re-hang)	X	
151	Restroom	Bath Accessories	Soap dispensers (buy/provide)		X
152	Restroom	Bath Accessories	Soap dispensers (hang/re-hang)	X	
153	Restroom	Bath Accessories	Stocking restrooms (janitorial)		X
154	Restroom	Bath Accessories	Toilet paper dispensers (buy/provide)		X
155	Restroom	Bath Accessories	Toilet paper dispensers (hang/re-hang)	X	
156	Restroom	Bath Accessories	Trash cans (buy/provide)		X
157	Restroom	Bath Accessories	Trash cans (hang/re-hang)	X	
158	Restroom	Fixtures	Partitions	X	
159	Restroom	Fixtures	Plumbing fixtures	X	
160	Restroom	Fixtures	Shelves	X	
161	Restroom	Fixtures	Sinks	X	
162	Restroom	Fixtures	Urinals	X	
163	Restroom	Fixtures	Adding new baby changing stations not required by law (Court funded, Judicial Council Installed)	X	X

⁷ Active Communication refers to a system that requires outside power to enable communications.

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
163A	Restroom	Fixtures	Existing Baby Changing stations' replacement	X	
164	Roof	Roof Coverings	Roof decking	X	
165	Roof	Roof Coverings	Roof drains/gutter/flashing	X	
166	Roof	Roof Coverings	Roof membrane	X	
167	Roof	Roof Coverings	Roof pads/wear lane/traffic	X	
168	Services	Administrative	O&M Technician's office	X	
169	Services	Administrative	Space planning functions		X
170	Services	Pest	Exterior spraying	X	
171	Services	Pest	Indoor traps	X	
172	Services	Pest	Interior spraying	X	
173	Services	Pest	Preventive and Corrective measures	X	
174	Signage	Site Signage	Exterior signage	X	
175	Signage	Identifying Devices	Identification		X
176	Signage	Identifying Devices	Instructional (e.g. cell phone usage, noise policy, restricted area, etc.)		X
177	Signage	Identifying Devices	Reader boards (NOT specified in Court Transfer Agreement)		X
178	Signage	Identifying Devices	Reader boards (specified in Court Transfer Agreement)	X	
179	Signage	Identifying Devices	Room Numbering (maintain, repair and replace)	X	
180	Signage	Identifying Devices	Room numbering (new, adds, or changes)		X
181	Signage	Identifying Devices	State code compliance (e.g. "No Smoking")	X	
182	Signage	Identifying Devices	Way finding/directional (Includes Evacuation)	X	
183	Site Work	Parking Lots	Curbing (except local authority)	X	
184	Site Work	Parking Lots	Parking (except local authority)	X	
185	Site Work	Parking Lots	Parking lot striping	X	
186	Site Work	Pedestrian Paving	Sidewalk (except local authority)	X	
187	Site Work	Security Structures	Security bollards	X	
188	Hazardous Waste	Court generated waste	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		X
189	Hazardous Waste	Janitorial generated waste	Cleaning material such as detergents and solvents, greasy rags or waste water containing hazardous material		X
190	Hazardous Waste	Construction or Building generated waste ⁸	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.	X	
191	Hazardous Waste	Court Funded Request Construction generated waste	Construction or building generated waste that is part of the project that is funded by Court		X

ATTACHMENT 4

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds
192	Hazardous Waste	Bio-hazard waste (exterior only)	Human feces and blood	X	
193	Hazardous Waste	Bio-hazard waste	Sewer leak and spill from plumbing waste water leakage as part of larger Facility Modification and waste water removal is not the primary purpose of the Facility Modification	X	
194	Equipment Installation	Installation and removal of all equipment not part of the building system	White boards, clocks, file storage systems, portable/movable electronic equipment, court owned appliances, electronic calendars, and display boards		X
195	Equipment	Communication and AV Equipment	All Audio visual equipment		X
196	Electrical	Electrical outlets for communication and AV	Power outlets for the communication and AV equipment	X	
197	Electrical	Emergency Power	Generators for IT Infrastructure and non-emergency services		X

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DEFINITIONS:

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

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

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

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

DRAFT

TABLE B –Building security systems

Item #	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Judicial Council Security - Special Fund ¹	Others
1	Alarms	Hardwired duress alarms not integrated with facility security		X		
2	Alarms	Wireless Duress alarms			X	
3	Alarms	Wireless Duress alarms maintenance and P1 support			X	
4	Building Access	Access control cards or fobs, replacement and programming for access levels. Badges and badge making equipment and software		X		
5	Building Access	Access control system hardware and head end controller in accordance with California Trial Court Facilities Standards	X			
6	Gun Locker	Gun locker installation, repairs and keys				X
7	Holding Cells	Holding cell access control systems	X			
8	Holding Cells	Holding cell keys				X
9	Communication & Security	Detention Control - active communication	X			
10	Interview Rooms	Passive communication ⁹	X			
11	Interview Rooms	Active communication ¹⁰	X			
12	Magnetometers & Related Equipment	Cabinet X-Ray System/magnetometers and associated monitors or accessories. Trust fund purchase includes 5 year service agreement. Service and maintenance agreements after the 5 years is responsibility of the Court		X	X	
13	Magnetometers & Related Equipment	Hand wand metal detectors		X		
14	Magnetometers & Related Equipment	Registration, record keeping, signage and training for Cabinet X-Ray Systems/magnetometers and associated monitors or accessories		X		
15	Security related	Stand-alone plugged equipment (e.g. enhancements or additions to existing screening equipment)		X		
16	Safes	Fixed Safes maintenance and repair	X			
17	Safes	Gun Safes				X
18	Safes	Portable Safes		X		
19	Surveillance	Maintenance, repair and replacement of Camera's installed in excess of the Judicial Council Trial Court Facility Standards or existing number of cameras		X		
20	Surveillance	Digital video recording (DVR) as components of complete security system and plan			X	

¹ Subject to funding.

⁹ Passive Communication refers to a system that does not require outside power to enable communications.

¹⁰ Active Communication refers to a system that requires outside power to enable communications.

Item #	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Judicial Council Security - Special Fund ¹	Others
21	Surveillance	Digital video recording (DVR) for court operations and limited security application		X		
22	Surveillance	Facility security systems, including controllers, facility security cameras, security specific digital recording systems and monitoring stations. (no personnel)	X			
23	Alarms	Fire alarm system	X			
24	Alarms	Hardwired duress alarms integrated with facility security	X			
25	Alarms	Intrusion alarm, monitoring and response		X		
26	Alarms	Intrusion alarm, repairs and maintenance		X		
27	BAS	Building Automation System (BAS)	X			
28	Elevator	Elevator and vertical conveyance monitoring and notification	X			
29	Vehicles	Vehicle control system (gates and overhead doors at sally port)	X			
30	Equipment	Manage and maintain facility operations equipment	X			
31	Janitorial	Porter services and routine spill cleanup (janitorial) in secure and inmate areas		X		
32	Janitorial	Recurring janitorial services and supplies in secure and inmate areas		X		
33	Personnel	Private and/or Non-Sheriff Security personnel		X		
34	Fencing & Gates	Security fencing and gates, vehicle barriers and bollards	X			
35	Keys & Locks	Cabinet and cash drawer keys and locks in fixed furnishings		X		
36	Keys & Locks	Removable locks		X		
37	Keys & Locks	Door hardware/automatic door openers	X			
38	Keys & Locks	Key schedule	X			
39	Keys & Locks	Lock sets (includes cipher and access systems)	X			
40	Keys & Locks	Rekeying due to loss of key ¹¹		X		
41	Windows	Ballistic glazing assemblies	X			
42	Windows	Ballistics protection (courtrooms, security spaces, etc.)	X			
43	Notification	Panic, duress or similar emergency notification systems not following under items 1, 2, 3 of this Table B		X		

¹¹ If the loss is because of Judicial Council staff, then the cost will be borne by Judicial Council

Facility Modifications in Court Facilities to Be Replaced with Funded Capital Projects

The use of Facility Modification (FM) funds in court facilities to be replaced with funded Capital Projects that will result in the court vacating the existing facility needs to be scrutinized. Since the time from the funding of a Capital Project to move-in is often five or more years, it is unreasonable that no FM funding will be approved. The challenge is to fund only those FM projects that are critical to continue the operations of the court facility and to prevent excessive deterioration, but are also cost proportionate to the amount of time the court will remain in the facility. The following guidelines should be used in making such funding decisions:

1. FM projects 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 and/or operations due to failing systems is determined to exceed the cost of repair work to fix said failed system, the FM should be funded. For example, the impact to operations and/or cost of deterioration due to roof leaks at a court facility which the court is scheduled to vacate in five years may justify the replacement of the roof even though the roof will last for 20 years.
4. Any limited life of a court facility should be taken into consideration when determining whether the FM actions are needed.

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 Judicial Council with FM funds for cost overruns, or reimbursing a trial court with FM funds for work performed as part of a Capital Project. This fund exclusion does not extend to FM work occurring 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 court facility, this fund exclusion does not pertain to the repair or maintenance of items outside the scope of the Capital Project.

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	Commentator	Comments	Judicial Council Staff Responses
1.	Ms. Susan Slater Commissioner Victorville Superior Court	<p>Superior Court of California, County of San Bernardino</p> <p>I reviewed the Facilities Funding Responsibilities between Judicial Council and Superior Courts and the following are my suggestions:</p> <p>Page 5: Paragraph at the bottom, 5th line down “All work will have to be done in pursuant of...” add “be”.</p> <p>Page 10: Interview rooms – The terms “active” and “passive” are used. Maybe definitions as to what “active” and “passive” mean could be added.</p> <p>Table A – Office Equipment: Possibly add “Fax”.</p>	<p>(Page 6): Edit made as suggested.</p> <p>(Page 13): Definition have been added as suggested.</p> <p>(Page 9): Edit has been made as suggested.</p>
2.	Presiding Judge John P. Vander Feer	<p>Superior Court of California, County of San Bernardino</p> <p>There is a minor inconsistency which is worth a comment.</p> <p>Items 16 and 47 both address UPS systems. Item 47 is more correct in that it specifies JCC Facilities funding for hard-wired UPS systems. Item 16 specifies Trial Court Operations for UPS systems, but should probably be clarified to specify non-hard-wired UPS systems.</p>	<p>(Page 6): Edit made as suggested.</p>
3.	Chad Finke Court Executive Officer, Jury Commissioner and Clerk	<p>Superior Court of California, County of Alameda</p> <p>Dear Members of the Trial Court Facilities Modification Advisory Committee:</p> <p>This will serve as the official public comment of the Superior Court of Alameda County to the draft document entitled <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i>, which was circulated by Facilities Supervisor Chris Magnusson on June 10,</p>	

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		<p>2019. As you will see, our court has a number of questions and concerns about the draft document, and we appreciate the opportunity to express those through this comment process.</p> <p><u>Background</u></p> <p>The June 10 materials actually comprise two documents: the <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i> document (Funding Document) and a document entitled <i>Narrative of Changes to Previous Guidelines Document</i> (Narrative). The Funding Document, by its own terms, purports to embody "guidelines to help guide the Trial Court Facilities Modification Advisory Committee and Judicial Council staff with respect to determining responsibility for the funding of various trial court facility matters." The Narrative is intended to serve as a guide to the Funding Document (although, as noted below, there are issues with attempting to understand the history of, and relationship between, these two documents and other documents that were not provided to the courts).</p>	
		<p><u>The Narrative's use of the term "Added Item" is misleading</u></p> <p>The Narrative repeatedly uses the term "Added Item" to refer to various items of expense. This is problematic. For one thing, the use of "added" begs the question - added to what? As discussed in detail below, there is an additional document-which was not provided to the trial courts on June 10- that must be reviewed in order to understand the reference to items being "added."</p> <p>More critically, however, "Added Item" suggests that these items of expense are themselves new. In fact, nothing could be further from the</p>	<p><i>Added Item</i> means that the original guidelines did not have this item clarified and was subject to interpretation. This has been done to clarify the funding responsibility.</p> <p>These expenses are not new but were not documented in the draft Guidelines.</p>

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		<p>truth. Each of the "Added Items" are in fact items of expense that have existed since the Judicial Council assumed responsibility for trial court facilities in the early-to-mid-2000s. In the intervening decade-plus, one entity or the other-the JCC or the trial courts-has had to pay for these items.</p> <p><u>It appears that some of the "Added Items" would shift costs that have historically been borne by the JCC to the trial courts</u></p> <p>Many of the "Added Items" appear to codify historical practice in terms the cost split between the Judicial Council and the trial courts. However, on some of the items of expense, the "guidelines" appear to be proposing to <u>change</u> historical practice, i.e., to shift costs from the council to the courts. Thus, these guidelines would lead the trial courts to incur new expenses that have not historically been a part of our budgets.</p>	
		<p>For example, Item 11 in Table B (Interview Rooms -Active Communication) is listed as an "Added Item" in the Narrative. Turning to the Funding Document, as one must then do, we see that that item is listed as being a trial court expense. However, historically the council has assumed the cost of maintenance and repair of active communication devices in interview rooms. Depending on the size of the court, the volume of criminal matters, and the staffing level of sheriff's deputies, the cost of repairing these devices-which are frequently damaged by</p>	<p>(Page 13): This has been corrected to reflect it is a Judicial Council responsibility.</p>

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		<p>defendants-can be very high. If a cost of this potential magnitude is to be shifted to the courts, that decision should be fully and transparently vetted.¹</p>	
		<p>To the extent it may impose new costs on the trial courts. It is unclear whether the Funding Document is within the scope of TCFMAC's authority</p>	<p>The development of the current draft Guidelines does not add new costs to the trial courts' responsibility but defines the funding responsibility between the Judicial Council and trial courts.</p>
		<p>It is not clear, from the Funding Document or the accompanying email, whether TCFMAC intends for the draft document to go to the Judicial Council for approval. If not, then it appears that the document exceeds the scope of TCFMAC's authority as set forth in rule 10.65 of the California Rules of Court. While that rule authorizes the committee to "[make] recommendations to the council on funding and ... [take] additional action in accordance with council policy, both for facility modifications and for operations and maintenance," it does not appear to authorize TCFMAC, without council review and approval, to make decisions that would have the effect of reapportioning fiscal responsibility as between the Judicial Council and the trial courts. As such, we are requesting clarification as to whether this document will be presented to the council for approval and, if not, the authority supporting that TCFMAC can, without council approval, authorize Judicial Council staff to transfer former Judicial Council fiscal responsibilities to the trial courts.</p>	<p>The TCFMAC does not intend to recommend the Guidelines for Judicial Council review/adoption, as they do not reapportion fiscal responsibilities between the Judicial Council and trial courts but clarify current responsibility for costs for systems, components, and equipment of capital, operations/maintenance (O&M), and facility modifications (FMs) projects. Moreover, the TCFMAC is responsible for spending the allocated budget each year on the Facility Modifications and is within its authority to deny funding for certain type of projects, which does not constitute reapportioning any fiscal responsibility. The TCFMAC will continue to defer lower priority FMs which the Judicial Council does not have sufficient funding to perform per the council's <i>Trial Court Facility Modifications Policy</i>, and the Courts will continue to have the option of</p>

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			submitting court-funded facilities requests.
		<p><u>The materials as presented omit critical information about these documents, making meaningful public comment difficult</u></p> <p>As noted above, the June 10 materials comprise the Funding Document and the Narrative, and the latter refers to "Added Items" in multiple places. The Narrative also repeatedly refers to a "previous" guidelines document and contains a key not only to the two charts in the Funding Document, but also to those "Guidelines," including noting that some are being added and/or moved into other documents.</p>	<p>Previous guidelines refer to the attached <i>Guidelines for Prioritizing and Ranking Facility Modifications</i>, which are now superseded by the current draft Guidelines under review.</p>
		<p>Unfortunately, those "Guidelines" were not included in the June 10, 2019, packet, nor are they referenced specifically in the Funding Document.</p>	<p>Same comment as above.</p>
		<p>Through additional research, we have determined that the "Guidelines" referenced in the Narrative likely refers to a draft document from April 13, 2015 entitled <i>Guidelines for Prioritizing and Ranking Facility Modifications</i>. To the best of our ability to discern, that document never made it out of draft form and never advanced further than TCFMAC. As far as we can tell, that draft document reflects the only instance in which TCFMAC has purported to articulate funding responsibilities as between the council and the trial courts; neither <i>the Trial Court Facilities Modifications Policy</i> adopted by the council on July 27, 2012, nor the Revised Trial Court Facilities Modifications Policy adopted by the council on March 15, 2019, do so.</p>	<p>Previous guidelines refer to the attached <i>Guidelines for Prioritizing and Ranking Facility Modifications</i>, which are now superseded by the current draft Guidelines under review. Prior to being superseded, the <i>Guidelines for Prioritizing and Ranking Facility Modifications</i> had been included in a document the TCFMAC used to aid its decisionmaking for prioritizing and ranking facility modifications. It was last reviewed by the TCFMAC in April 2015 and remained at the committee level without being submitted to the Judicial Council for adoption. Those Guidelines were the genesis from which the current draft Guidelines have been created.</p>

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		<p>Thus, it appears that TCFMAC is now seeking comments on a revision to a draft 2015 document, without providing that original document or even referencing its specific existence. We are concerned that many potential commenters will be left to wonder not only what exact language is being changed (given that the Narrative doesn't include specific "before" and "after" language), but also the identity of the document to which those changes are being applied.</p>	<p>Same comment as above.</p>
		<p>In our view, decisions regarding funding-particularly where funding responsibilities may be being shifted from one entity to another-should be made with the utmost transparency. At a minimum, we would request that no decisions be made until JCC staff fully explain to all of the trial courts the full history of the "Guidelines," including the 2015 document.</p>	<p>The TCFMAC does not intend to recommend the Guidelines for Judicial Council review/adoption, as they do not reapportion fiscal responsibilities between the Judicial Council and trial courts but clarify current responsibility for costs for systems, components, and equipment of capital, O&M, and FM projects.</p>
		<p><u>The relationship between the Vandalism and Graffiti Mitigation Attachment to the Revised Trial Court Facility Modifications Policy and the Funding Document must be clarified</u></p> <p>As noted, on March 15, 2019, the Judicial Council approved and adopted a revised version of the Trial Court Facility Modifications Policy (Revised Policy) that was originally adopted on July 27, 2012. The Revised Policy includes an Attachment A that contains a page entitled Vandalism and Graffiti Mitigation. On that page, the Revised Policy clearly stated that "[t]he Judicial Council has the responsibility for damage that occurs to court facilities as a result of vandalism."</p>	<p>Graffiti is a subset of Vandalism. Vandalism that is classified as Priority 1 and Priority 2 are addressed. Graffiti in public spaces is addressed. Non-public area graffiti is a lower priority FM.</p>
		<p>We request clarification as to how that unambiguous statement relates to the proposed cost responsibilities set forth in the Funding Document.</p>	<p>If a system is maintained by Judicial Council and it is damaged as a result of vandalism,</p>

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		<p>Specifically, does that mean that even where the Funding Document identifies the cost of a facilities-related item as being a court expense, where that same item is damaged as a result of vandalism, the repair cost will be borne by the council?</p>	<p>then Judicial Council is responsible for repairing it. Similarly, if a system is maintained by a trial court and it is damaged as a result of vandalism, then the trial court is responsible for repairing it.</p>
		<p>For example, and returning to Item 11 in Table B (Interview Rooms - Active Communication) of the Funding Document, if an active speak-through device in an interview room is destroyed by an in-custody defendant, will the repair/replacement cost be absorbed by the council under the Vandalism and Graffiti portion of the Revised Policy? Or will the trial court be expected to pay that cost under the language of the Funding Document? If the intent is the latter, we reiterate our concern as articulated above about the scope of the TCFMAC's authority, particularly as it pertains to modifying the clear language in a policy adopted by the Judicial Council.</p>	<p>(Page 13): Item 11 in Table B has been corrected to indicate that Active Communication devices in Interview Rooms are a Judicial Council responsibility. For example, if the active communication device is destroyed by an in-custody defendant, then the cost is the responsibility of the Judicial Council because that system is a Judicial Council responsibility.</p>
		<p><u>To the extent costs would be shifted from the council to the trial courts via the Funding Document, such should not happen without a fiscal impact analysis and a clear strategy for addressing those new costs through legislation or BCP.</u></p> <p>As noted, it is somewhat unclear from the documents that were presented to the courts-particularly in the absence of the 2015 Guidelines document-the extent to which TCFMAC is proposing to shift costs from the council to the trial courts. The presence of the Vandalism and Graffiti portion of the Revised Policy further complicates efforts to ascertain the answer to that question.</p>	<p>The TCFMAC does not intend to recommend the Guidelines for Judicial Council review/adoption, as they do not reappropriate fiscal responsibilities between the Judicial Council and trial courts but clarify current responsibility for costs for systems, components, and equipment of capital, O&M, and FM projects.</p>
		<p>To the extent the intent of the Funding Document is to shift costs-any costs-we would request that the Funding Document not be approved or</p>	<p>Same comment as above.</p>

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		<p>submitted to the Judicial Council for approval without a thorough analysis of the fiscal impact of those shifts on the trial courts. Further, and given the already extensive underfunding of the trial courts, we would request that no costs be shifted unless and until a strategy is in place for addressing those increased costs, whether via budget trailer language, the BCP process, or otherwise.</p>	
		<p>Again, we thank you for the opportunity to review these documents and provide commentary on them, and we are happy to answer any follow-up questions you may have. Footnote 1: Please see discussion re "Vandalism" policy below for a possible caveat to this comment.</p>	
4.	Lloyd Connelly, Court Executive Officer	<p>Superior Court of California, County of Sacramento</p> <p>The Trial Court Facilities Act of 2002 transferred the responsibility for court facilities from the county to the state. Pursuant to GC Section 70301, "responsibility for facilities" means the obligation of providing, operating, maintaining, altering, and renovating a building that contains the facilities. "Maintenance" means the ongoing upkeep of buildings, equipment, grounds, and utilities required to keep a building and its systems in a condition adequate to support its designed level of service. Funding for the ongoing operations and maintenance of court facilities was established through the County Facilities Payments and is deposited into the Court Facilities Trust Fund. As stated in GC Section 70352(b) the money deposited in this fund shall be administered by the Judicial Council for the operation, repair, and maintenance of court facilities. The Draft Facilities Funding Responsibilities between Judicial Council and Superior Courts proposes transferring the primary funding</p>	<p>The current draft Guidelines do not propose transferring the primary funding responsibilities of specific O&M items onto trial courts but instead clarify current responsibility for costs for systems, components, and equipment of capital, O&M, and FM projects. For FMs other than Priority 1 or 2, available funding continues to lag demand; therefore, O&M and FM projects that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the council's <i>Trial Court Facility Modifications Policy</i>. In the event that sufficient funding is unavailable to</p>

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		<p>responsibilities of specific operations and maintenance items onto trial courts. Budget shortfalls in the Court Facilities Trust Fund does not negate the fact that the on-going operations and maintenance (O & M) of court facilities is a Judicial Council responsibility, not a Superior Court responsibility. Furthermore, Sacramento Superior Court does not have the ability to meet the financial commitment of absorbing the costs associated with these proposed changes within our baseline general fund budget. As such, this Court opposes assuming the funding responsibility for building systems, components, equipment or fixtures that are not a court operations or Rule 10.810 allowable expenditure. Items historically maintained by the county (pre transfer) and the JCC maintenance provider, should remain a Facilities Services responsibility.</p>	<p>prioritize an O&M or FM project requested by a trial court, the trial court may instead elect to apply its operating funds to the project pursuant to the council’s <i>Court-Funded Facilities Request Policy</i>.</p>
5.	Debbie Moynier, Director of Facilities	<p>Superior Court of California, County of Sacramento</p> <p>The Narrative of Changes attachment references Guidelines 1 - 17. When was Guideline 17 formally approved by the TCFMAC and adopted by the Judicial Council?</p> <hr/> <p>The proposed changes conflict with prior agreements between the AOC and Court. The July 1, 2009, MOU between the Judicial Council and Sacramento Superior Court (MOU # 09-34-Rule 10.810 Facility</p>	<p>Previous guidelines refer to the attached <i>Guidelines for Prioritizing and Ranking Facility Modifications</i>, which are now superseded by the current draft guidelines under review. Prior to being superseded, the <i>Guidelines for Prioritizing and Ranking Facility Modifications</i> had been included in a document the TCFMAC used to aid its decisionmaking for prioritizing and ranking facility modifications. It was last reviewed by the TCFMAC in April 2015 and remained at the committee level without being submitted to the Judicial Council for adoption. Those Guidelines were the genesis from which the current draft Guidelines have been created.</p> <hr/> <p>The draft Guidelines are not intended to supersede any existing agreement currently in force or the council’s <i>Court-Funded</i></p>

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		<p>Management Services) identifies the AOC versus Court responsibilities for building systems and equipment. Exhibit C of this MOU is in conflict with Table A.</p> <p>The components of the County Facilities Payment were based upon the actual annual direct and indirect county expenditures on court facilities. Prior to the building transfers, Sacramento County performed hardscape ground maintenance at all Sacramento courthouses. These services included daily washing of the entryways and hard surfaces surrounding the buildings, as well as cleaning the exterior windows on an annual basis. The cost for these performed services were incorporated into the County Facilities Payment for Sacramento. As such, the funding responsibility for these services should remain a JCC responsibility.</p>	<p><i>Facilities Request Policy.</i></p> <p>Under Government Code section 70356, County Facilities Payments were based on calculating the five-year average of the cost expended by the county on facility operation and maintenance from 1995 to 2000, which have not been increased since that time. Consequently, and based on the current funding level, the Judicial Council does not have the ability to powerwash or clean the exterior on a daily basis.</p>
		<p>Table A - Building Envelope, Items 2, 4 and 5: Government Code Section 70301, includes under the definition of "maintenance" the ongoing upkeep of building "grounds" and there are areas, especially surrounding outside trash containers, that require power washing. Poorly kept grounds reflect a bad image of the court system. Furthermore, exterior window washing, especially in a high-rise courthouse where use of any type of horizontal life line or platform system requiring an annual certification, should not be a court funded obligation.</p> <p>Table A - Electrical, Item 16: Unclear. Historically, building UPS systems that are hardwired to an electrical panel are maintained by Facilities Services. Rack-mounted UPS's are a court responsibility. Please clarify this is not changing.</p> <p>Table A - Electrical, Item 17: Unclear what building components and equipment is included within this line item. Sacramento has been informed by the JCC that the Converge Network core and closet</p>	<p>(Page 5): The Judicial Council will keep the window washing equipment certified for high-rise buildings and the outside cleaning of the exterior windows has been clarified to be Judicial Council cost. However, janitorial and cleaning are still Trial Court expenses.</p> <p>(Page 6): Hard-wired language has been added to Item 47.</p> <p>(Page 5): The LAN WAN refresh program is provided through the Judicial Council's Information Technology (IT) office and not</p>

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		switches, routers, wireless Aps and controllers are included in the JCC LAN WAN Program that refreshes this hardware as it approaches its manufacturer's end of support. Is the intent of this funding responsibility table to be a restructuring of the LAN WAN refresh program? Please clarify.	its Facilities Services. Initial equipment for the LAN WAN is provided by the Judicial Council in new capital projects.
		Table A - Electrical, Item 18: Antennas / communication dishes is vague and requires clarification. Antennas or communication dishes installed to support a fire/life/safety system should be a Facilities Services responsibility.	(Page 5): If any antennas/communication devices are required for a fire and life safety system, then it is a Judicial Council Facilities Services' responsibility; otherwise, the trial courts are responsible for this cost.
		Table A - Electrical, Item 23: Unclear. CCTV is typically a component of the security system and should be included under Item 21, Security cabling	(Page 5): This has been clarified in the document, as CCTV has been moved under Item 21.
		Table A - Furnishings, Item 57: Garbage disposals are a fixed appliance. Why would existing garbage disposals not fall under the category of built-in amenities (Item 55).	(Page 7): If the garbage disposal is required to be provided by Building Codes, then it is a Judicial Council responsibility
		Table A - Furniture, Item 63: Limits fixed audience seating to bench-style. Many existing courthouses have fixed theater seats that are currently maintained by Facilities Services. Please clarify this line item applies to all fixed audience seating.	(Page 7): Under Item 63, fixed theater-style seating will be replaced on a limited basis as Judicial Council Facilities Services has moved to bench-style seating for full-courtroom replacements.
		Table A - Restroom, Items 145 - 154: In the proposed Table A, "fixed" furniture and appliances continue to be a Facilities Services responsibility. Why are restroom accessories that are built-in or affixed to the wall different? Especially electric hand driers and soap dispensers that are being installed in new courthouses. Replacement of existing built-in and/or affixed accessories due to failure, damage or vandalism should continue to be funded by Facilities Services.	(Page 9): The restroom bath accessories listed under trial court responsibility are <i>additional</i> to the same accessories provided by the Judicial Council.

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		<p>Table A - Restroom, Item 163: Baby changing tables are required by code and if affixed to the wall, should continue to be funded by Facilities Services.</p>	<p>(Page 9): Clarifying language has been added to Item 163.</p>
		<p>Table A - Electrical, Item 197: Unclear. Does this apply to new requests or O&M on existing generators? In capital outlay projects, how will the JCC differentiate between system designs that were driven by cost, JCC standards, and site restrictions/limitations, and not court requirements?</p>	<p>(Page 11): This is for the new requests. IT systems and non-emergency systems do not get backup generator power and will not be funded by Judicial Council Facilities Services.</p>
		<p>Multiple categories listed in Table B are unclear and ambiguous. For example, components of a "complete" facility security system are funded by Facilities Services. A fully integrated security system consists of many components. Yet as referenced in Table B, it appears some will not be supported by Facilities Services. For example, hardwired duress alarm systems that are integrated with the security system are maintained by Facilities Services, but not wireless systems (many of which are integrated with the CCTV for camera call-ups). Additionally, building intrusion systems (item 26) are also integrated into the security CCTV system for camera call-ups. Please clarify what is constituted as a "facility security system" and why some components are maintained by Facilities Services and others are not.</p>	<p>Judicial Council only adds wireless duress alarm systems. If a new wireless duress alarm system is requested, or a supplemental wireless duress alarm system is added by a trial court, then it will be funded from Judicial Council Security Special Fund. Intrusion alarms are third-party services that trial courts will have to contract for. Judicial Council Facilities Services will not be contracting or paying for third-party services or their maintenance or repair.</p>
		<p>Table B - Communications & Security, Item 9: The main difference between active and passive components is one requires an external source to its operation, the other does not. Considering this description, wouldn't an intercom system fall under the category of an "active" communication device? Please clarify what components are included under Detention Control - active communication.</p>	<p>(Page 13): Item 11 has been revised to reflect Judicial Council responsibility. Footnotes have been added to Items 10 and 11 to clarify the difference between passive and active communication.</p>
		<p>Table B - Interview Rooms, Items 10 and 11: Description of "passive" and "active" communications in interview rooms is ambiguous. Please</p>	<p>(Page 13): Footnotes have been added to Items 10 and 11 to clarify the difference</p>

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		<p>clarify</p> <p>Table B - Surveillance, Item 19: How will the JCC quantify the number of cameras that are in excess of standards?</p> <p>Table B - Does not address the public safety BDA / DAS. This system, as required by code, must be integrated with the building's fire control system and monitored. The monitoring, annual certification, and system maintenance should be included within Table B as a Facilities Services responsibility.</p>	<p>between passive and active communication.</p> <p>For existing facilities, the addition of any new cameras is considered either through the Security Special Fund or Court Operating Funds. For new capital projects, the number of cameras provided is determined by the council's <i>California Trial Court Facilities Standards</i>, and additional locations are determined during the design of a capital project by Judicial Council Facilities Services.</p> <p>(Page 6): The installation of a Public Distributed Antenna System, required for the fire control system, is added as Item 40A in Table A as a Judicial Council Facilities Services responsibility.</p>
6.	Jake Chatters, Court Executive Officer	<p>Superior Court of California, County of Placer</p> <p>Table A – Building Systems</p> <p>Line 16 – UPS</p> <p>Suggestion: Add a new line (16B) to clarify that a UPS (Hard Wired) is the responsibility of the JCC.</p> <p>The court agrees that small stand-alone UPS units for servers and other information technology systems are a court expense. However, a hard wired UPS for Communications and Security is part of the building infrastructure and should be consistent with Line 47, which makes clear that a hard wired UPS for Fire Life Safety is a JCC responsibility. Therefore, the court believes a new item for UPS (Hard Wired) for Communication</p>	<p>(Page 5): As shown in Item 16, any Uninterruptible Power Supply (UPS) system that is for IT systems or Communications (non-fire life safety system) is a trial court responsibility.</p> <p>(Page 6): Judicial Council Facilities Services is responsible for the hard-wired UPS required for fire and life systems.</p>

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		and Security should be listed as a JCC’s responsibility.	
7.	Presiding Judge Kevin C. Brazile and Executive Officer/Clerk of Court Sherri R. Carter	<p>Superior Court of California, County of Los Angeles On June 10, 2019, Chris Magnusson circulated the draft <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i> for review. The comments of the Superior Court of Los Angeles County are as follow:</p> <p>The proposal should address solar panels (we note that it addresses electric car charging stations).</p> <p>Table A, item 2: power washing of hardscape. If this includes hazmat cleanup responsibilities (e.g., resulting from homeless encampments) then is a substantial and unsupportable cost shift.</p> <p>Table A, item 63 specifically references bench type seating, but should also include provision for like-kind replacement of audience chairs.</p>	<p>Solar panels will be considered and prioritized accordingly by the TCFMAC, once the payback period is determined to be less than seven years.</p> <p>(Pages 10–11): Items 192 and 193 capture this, which is the responsibility of Judicial Council Facilities Services.</p> <p>(Page 7): Under Item 63, fixed theater-style seating will be replaced on a limited basis as Judicial Council Facilities Services has moved to bench-style seating for full-courtroom replacements.</p>
8.	Alan Counts, Chief Deputy of Administration	<p>Superior Court of California, County of Riverside General Comments:</p> <p>The draft does not clearly delineate how responsibilities have changed, the impact or the authority for the change. Trial Courts need to understand if there is a shifting of responsibility from the JCC for these facilities maintenance costs. Recommend the draft be revised to show the following:</p> <p>Currently Responsible: Change of Responsibility to: Fiscal Impact of Change: Authority for the Change:</p> <p>Recommend a clarification be added to confirm assumption items listed</p>	<p>Tables A and B have been updated at the request of the Court Executives Advisory Committee (CEAC), which are attached.</p>

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		in the Facilities Services column are funded by Facilities Services but it is anticipated the actual work is to be completed by a Service Provider, Court staff using delegated funds or using the Facilities Modification process.	Clarification has been added to the document.
		In the Narrative of Changes to Previous Guidelines Document provide additional detail to the comment “Added Item” (i.e. Added to __ responsibility)	The draft Guidelines have been revised based on CEAC comments.
		Attach copies or provide link to Guidelines 1 – 17 in document.	Previous guidelines refer to the attached <i>Guidelines for Prioritizing and Ranking Facility Modifications</i> , which are now superseded by the current draft guidelines under review. Prior to being superseded, the <i>Guidelines for Prioritizing and Ranking Facility Modifications</i> had been included in a document the TCFMAC used to aid its decisionmaking for prioritizing and ranking facility modifications. It was last reviewed by the TCFMAC in April 2015 and remained at the committee level without being submitted to the Judicial Council for adoption. Those Guidelines were the genesis from which the current draft Guidelines have been created.
		Recommend a statement be added at the beginning of the document that clearly states that the lists do not pertain to new courthouse construction projects.	(Page 2): A statement that the Judicial Council is generally responsible for capital costs relating to the construction of new trial court facilities is indicated in section A, Capital Cost Responsibilities.
		Maintenance, repair or replacement of any statutory, certification or code complaint requirements should be the JCC’s responsibility as the	Any systems in new buildings, which are constructed through a capital and required by

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		<p>building owner. For example, electric car charging stations are required for the public by Cal Green or Distributed Antenna System (California Building Standard Code, Title 24, Part II).</p>	<p>applicable building code, is a Judicial Council responsibility. This situation does not apply to existing buildings. For example, the cost for the installation of electrical car charging stations at existing facilities (not required by applicable building code) is a trial court responsibility.</p>
		<p>Any maintenance, repair or replacement work associated with regularly scheduled or periodic renewal of required certifications or operating permits, fire, life safety systems or equipment should be the responsibility of the building owner. (i.e fuel storage tanks, window washing equipment and anchors, elevators, emergency response communication service, etc.)</p>	<p>Any certifications or operating permits for the equipment, which is required by building code, is maintained by the Judicial Council.</p>
		<p>Generally, anything pertaining to the exterior of buildings or located outside the building envelope (parking lots, exterior shell, windows, generators, HVAC, roofs, etc.) the installation, replacement or maintenance should be the responsibility of the building owner.</p> <p>The following address specific items in the report:</p> <p>A. CAPITAL COST RESPONSIBILITIES - clarification</p> <p> a. Outside Communications – Cable TV, Telephone Recurring Monthly Cost</p> <p> b. Recurring Voice and Data Fees</p> <p> i. The cost of telephone lines required for emergency response for elevators, fire alarm, etc. should continue to be the responsibility of the building owner.</p>	<p>This is a general statement and Tables A and Table B should be referred to for clarification on specific items.</p> <p>(Page 2): For new capital projects, as mentioned in Section A, any cost related to getting cable television, telephone, or internet is the responsibility of the trial courts.</p> <p>Any costs for the telephone lines that are required for elevators, fire alarm, etc. will continue to be a Judicial Council Facilities Services responsibility.</p>

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		<p><u>Table A</u></p> <p>Item 5 - Facilities Services: Building exterior – Window cleaning equipment must be certified twice a year under building code and should be the responsibility of the building owner</p> <p>Item 15 - Facilities Services: Server Room electrical needs change as equipment changes over time. Should be considered an on-going life cycle expense and be the responsibility of Facilities Services.</p> <p>Item 16 - Facilities Services/Trial Court: If the UPS supports a large server room (MDF), recommend it be a Facilities Services responsibility. Small individual UPS(s) recommend they be a Trial Court responsibility</p> <p>Item 17 - Facilities Services: The JCC has typically been responsible for all of the network switches, routers and firewalls supporting a network. This is the building IT infrastructure backbone and should be removed from any proposed cost split and remain the responsibility of Facilities Services. Clarify what would be included in the 80/20 split.</p>	<p>Table A Responses:</p> <p>(Page 5): The Judicial Council performs biannual maintenance reviews and maintains annual certifications of the window washing equipment on buildings that have window washing systems installed.</p> <p>(Page 5): As shown under Item 15, server rooms’ electrical requirements, such as new electrical requirements for new servers, is a trial court responsibility.</p> <p>(Page 5): As shown in Item 16, any UPS system that is for IT systems or Communications (non-fire life safety system) is a trial court responsibility.</p> <p>(Page 6): Judicial Council Facilities Services is responsible for the hard-wired UPS required for fire and life systems.</p> <p>(Page 5): The footnote for Item 17, Integrated Network, has been revised to better define the cost responsibility between the Judicial Council and trial courts.</p>
		<p>Item 18 - Facilities Services: If, Distributed antenna systems (DAS) fall into this category and they are required by code</p>	<p>(Page 6): If a Distributed Antenna System (DAS) is required by applicable building code on a new capital project, then its installation/maintenance is a Judicial Council responsibility. However, and in any existing</p>

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			facility, the installation and maintenance of a new DAS is a trial court responsibility.
		Item 30 - Electrical Outlet (new): Should look at reason for the outlet addition – could be both depending on reason for added outlet. Regardless, will remain a part of the building infrastructure even if user changed.	(Page 6): The addition of new power outlets in an existing facility under Item 30, for items such as kiosks, digital signage, or other equipment, is a trial courts responsibility.
		Item 36 - Facilities Services / Trial Court: If added to the Judges’ parking as part of the initial construction of new courthouse or added to secure LEED certification for a building recommend it be a Facilities Services responsibility. Otherwise recommend it be a Trial Court responsibility.	(Page 6): If the electrical car charging stations are required either as a part of LEED certification or required by the applicable building code in a new capital project, then that is a Judicial Council Facilities Services responsibility. However, if a trial court is requesting installation of an electrical car charging station at an existing building which was not required under the applicable building code, then it is a trial court responsibility.
		Item 37 - Facilities Services / Trial Court: If added to staff parking as part of the initial construction of new courthouse or added to secure LEED certification for a building recommend it be a Facilities Services responsibility. Otherwise recommend it be a Trial Court responsibility.	(Page 6): Same comment as above.
		Item 38 - Facilities Services: This is a California Building Standard code requirement (CAL Green). Recommend it be a Facilities Services responsibility.	(Page 6): Same comment as above.
		Item 52 - Facilities Services / Trial Courts: If raised floors are used as a means to reduce construction costs in a project (i.e., ramping in a courtroom) recommend Facilities Services be responsible. Otherwise a Trial Court responsibility.	(Page 6): If the raised floors are part of capital project, then it is a Judicial Council Facilities Services responsibility.

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		<p>Item 87 - Facilities Services: Data Room A/C needs change as equipment changes over time. The equipment is getting smaller but is generating more heat. Should be considered an on-going life cycle expense. Also, data room equipment changes mandated by JCC policy or program changes could result in HVAC equipment changes which should be included in policy or program change costs when mandated by the JCC.</p>	<p>(Page 7): If data room equipment changes are mandated by Judicial Council policy, then it would be revisited with the trial courts at that time. We are not aware of any policy change in the past that might have impacted the trial courts.</p>
		<p>Item 97 - Facilities Services: This shift a significant cost to Trial Courts. Currently maintaining, repairing and replacing manual blinds, drapes and shades in chambers and courtrooms are the responsibility of the JCC. Confirm it does not include movable partitions?</p>	<p>(Page 8): Manual blinds, drapes and shades in chambers and courtrooms are the responsibility of the trial court. This also includes any manual movable partitions or cubicle partitions.</p>
		<p>Item 102 - Facilities Services: If installed during construction, recommend it be a Facilities Services responsibility. This should include high traffic areas, acoustical wall panels and covering, etc.</p>	<p>(Page 8): If this is part of new capital construction, then it is a Judicial Council Facilities Services responsibility. However, in normal course of wear and tear, this would not rise to the higher Priority 1 or 2 FM and would be deferred pending adequate funding.</p>
		<p>Item 103 - Facilities Services: If installed during construction, recommend it be a Facilities Services responsibility. Same as 102</p>	<p>(Page 8): Same comment as above.</p>
		<p>Item 127 - Facilities Services: If installed during construction, recommend it be a Facilities Services responsibility.</p>	<p>(Page 9): This has been corrected. If this is part of a new capital construction, then it is a Judicial Council Facilities Services responsibility.</p>
		<p>Item 128 - Facilities Services: If installed during construction, recommend it be a Facilities Services responsibility. Should include any</p>	<p>(Page 9): If it is an automated shade or roll up covering, then it is a Judicial Council</p>

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		<p>shade, security film or roll-up covering.</p> <p>Item 163 - Facilities Services: This is required pursuant to 2017-2018 AB1127. Code compliance. Recommend it be a Facilities Services responsibility.</p> <p>Item 175 - Unknown: Need clarification on what “identification”</p> <p>Item 197 - Trial Court: Clarity situation where Emergency Power Generator would be for non-emergency services?</p>	<p>Facilities Services responsibility; however, if it is a manual shade or roll up, it is a trial court responsibility.</p> <p>(Page 9): This item has been clarified.</p> <p>(Page 10): Identification signage is for way finding or room naming. If there are changes in the existing use, and a trial court wants to revise identification signage, then it is a trial court responsibility.</p> <p>(Page 11): Non-emergency services include full-building generators, IT systems, and HVAC for IT equipment.</p>
		<p>Table B</p> <p>Item 1 & 3 - JC Security Fund: Why is the responsibility for hardwired duress alarms and wireless duress alarms separated?</p> <p>Item 2 - JCC Security Special Fund: If installed at construction it should be a JCC responsibility</p> <p>Item 4 - Facilities Services: If installed at construction it should be a Facilities Services responsibility</p>	<p>Table B Responses:</p> <p>(Page 13): Judicial Council only provides hardwired duress alarm system. No wireless duress alarm system is provided by Judicial Council.</p> <p>(Page 13): Judicial Council only provides hardwired duress alarm system. No wireless duress alarm system is provided by Judicial Council. For any existing wireless duress alarm system, the system is subject to Security Special funding.</p> <p>(Page 13): Access control systems are maintained and used by trial courts with no input from the Judicial Council. Access</p>

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			control systems remain a trial court responsibility.
		Item 9 - Facilities Services: If installed at construction, it should be a Facilities Services responsibility	(Page 13): This has been corrected, as it is a Judicial Council responsibility.
		Item 11 - Unknown: Need clarification as to what Active Communication means for these interview rooms	(Page 13): This has been corrected, as it is a Judicial Council responsibility.
		Item 15 - Unknown: Clarify or provide example of what is stand alone plugged equipment?	(Page 13): These are enhancements, add-ons or additions to existing screening equipment (magnetometer). For example, a gun powder residue check machine or micrometer wave checking machine, which are not provided by Judicial Council Facilities Services, is a trial court responsibility.
		Item 17 - Others: TC does not provide Gun Safes – should this be “by others”?	(Page 13): An <i>Others</i> column has been included in the table to better clarify funding responsibility of items such as this.
		Item 19 - Both: If the result of a JCC policy or standard change, shouldn't funding be provided by Facilities Services (i.e. camera above Clerks windows)?	(Page 13): Any changes in Judicial Council policy will be reviewed separately. Item 19 pertains to additional cameras installed that are a trial court responsibility.
		Item 25 - JCC Security Special Fund: If installed at construction should be a JCC responsibility	(Page 14): This system is not provided in new capital construction and is for existing facilities only.
		Item 26 - JCC Security Special Fund: If installed at construction should be a JCC responsibility	(Page 14): Same comment as above.
		Item 27 - Facilities Services: Should include the BAS' software	(Page 14): The Building Automated System

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		Operating Systems when it reaches its end of life.	includes all required operating software.
		Item 43 - Unknown: Needs to be clarified what is being addressed.	(Page 14): Item 43 has been clarified. It is an additional notification system through texting or calling that is not covered under Table B Items 1, 2, or 3.
9.	David Yamasaki Court Executive Officer	Superior Court of California, County of Orange Dear TCFMAC members: Thank you very much for extending the opportunity for the submission of comments regarding the draft document detailing the proposed assignment of financial responsibilities for the continued maintenance of court facilities. Over-all, the document is very well assembled and, in my view, details very reasonable responsibilities between trial courts and the Judicial Council. That said, I believe there is a need to add the assignment of responsibilities pertaining to the ongoing certification and maintenance requirements regarding Distributed Antenna Systems (DAS) and Bi-Directional Amplifiers (BDA's) that are critical and mandatory for the operation of court facilities. Below are further reasons to support modifications to language contained in the draft document.	(Page 6): Distributed Antenna Systems for fire protection has been added under Item 40A in Table A and is a Judicial Council Facilities Services responsibility. Bi-Directional Amplifiers (BDAs), if required for fire protection, is a Judicial Council Facilities Services responsibility.

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		<p>Effective communications systems are critical for the effective and safe operation of our trial courts. Especially for new court construction projects, the costs associated with installing telephone systems and networking equipment has, very appropriately, been delegated to trial courts to install and maintain. There is, however, a very significant distinction concerning communication equipment that is necessary to enable communications for emergency purposes. Equipping court facilities with Fire/Life/Safety features such as: fire detection; sprinklers; fire rated stairwells; and DAS/BDA systems are components that are required for all new construction and are funded using court construction funds. Furthermore, regarding the latter, the systems must be certified on a regular basis. The cost of doing so can amount to approximately \$10k annually.</p> <p>As expressed earlier, with the exception described, the over-all content of the document are very detailed with delegated responsibilities appropriately suggested. Should there be a need for additional clarification, I would be more than willing to provide details if requested.</p>	

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10.	CEAC Ad Hoc Working Group on Trial Court Facilities on behalf of the Court Executives Advisory Committee (Submitted by Donna Ignacio; contact is Mr. Shawn C. Landry, Chair.) David Yamasaki Court Executive Officer	<p>CEAC Ad Hoc Working Group on Trial Court Facilities on behalf of the Court Executives Advisory Committee</p> <p>Executive Summary</p> <p>On behalf of the Court Executives Advisory Committee (CEAC), the CEAC Ad Hoc Working Group on Trial Court Facilities (Working Group) has reviewed the draft <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i>. Upon review of the draft document, the working group has provided comments to Tables A and B located within Attachment A: Trial Court Facilities Working Group Comment Chart. Comments provided are in addition to what has been submitted separately by other courts.</p> <p>General Comments</p> <p>Below are general comments and recommendations on the draft for consideration:</p> <ol style="list-style-type: none"> The draft does not clearly delineate how responsibilities have changed, the impact or the authority for the change. Trial Courts need to understand if there is a shift of responsibility from the Judicial Council to them for the identified facilities maintenance costs. Recommend the draft be revised to show the following: <table border="1" data-bbox="506 1263 1362 1393"> <thead> <tr> <th data-bbox="506 1263 709 1393">Currently Responsible:</th> <th data-bbox="709 1263 921 1393">Change of Responsibility to:</th> <th data-bbox="921 1263 1161 1393">Impact of Change (if known):</th> <th data-bbox="1161 1263 1362 1393">Authority for the Change:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Currently Responsible:	Change of Responsibility to:	Impact of Change (if known):	Authority for the Change:					<p>Tables A and B have been revised and are provided as separate attachments.</p>
Currently Responsible:	Change of Responsibility to:	Impact of Change (if known):	Authority for the Change:								
		<ol style="list-style-type: none"> Under Section B. Operations and Maintenance Cost Responsibilities Including Facilities Modifications, a statement should be added at the beginning of the draft that clearly states 	(Page 3): Language has been added for clarity.								

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		<p>that the lists do not pertain to new courthouse construction projects.</p>	
		<p>3. Any statutory or code compliant requirements should be the Judicial Council’s responsibility as the building owner. For example, electric car charging stations are required for the public by Cal Green (California Building Standard Code, Title 24, Part II).</p>	<p>Facilities that have required building code-related items are the responsibility of Judicial Council Facilities Services.</p>
		<p>4. Generally, anything pertaining to the exterior of buildings or located outside the building envelope (parking lots, exterior shell, windows, generators, HVAC, roofs, etc.) the installation, replacement or maintenance should be the responsibility of the building owner.</p>	<p>The draft Guidelines align with this statement.</p>
		<p>5. Generally, there should be a statement regarding anything related to emergency response, safety certifications, or emergency monitoring should be maintained by the owner of the building.</p>	<p>Same comment as above.</p>
		<p>Fiscal and Operational Impacts</p> <p>The working group has provided comments given the shortened time frame but was not able to complete a thorough review of impact to trial courts that may be associated with changes and additions to the draft. Trial courts should be given more time to analyze the impact to their respective budgets and providing meaningful feedback. The potential impact on trial courts budgets is substantial with this policy.</p> <p>Attachment</p>	

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		<p>1. Attachment A: Trial Court Facilities Working Group Comment Chart</p> <p>TABLE A Format is: Item Number: Category-Suggested Responsible Party: Comment</p>	
		<p>Item 2: Building Envelope-FS: This should be a FS responsibility as window cleaning equipment must be certified at least twice a year.</p>	<p>(Page 5): Building cleaning equipment provided for a high-rise building is certified by Judicial Council once a year as required by applicable statutes. Inspection will follow at six-month intervals.</p>
		<p>Item 4: Building Envelope-FS: This should be a FS responsibility. Clearing of cobwebs on the exterior of the building should be included in the “Pest Control” section of this document in items 170-173 as a FS responsibility. Interior cobwebs would generally be covered under janitorial contract. Exterior cobwebs would not. Instead, they align better in the pest control function. Some areas of the courthouse may be inaccessible to janitorial contractors.</p>	<p>(Page 5): Exterior window cleaning is clarified to be Judicial Council cost. Because current funding does and will most likely continue to lag demand, O&M projects and facility modifications that are the responsibility of and funded by the Judicial Council will be prioritized in alignment with the council’s <i>Trial Court Facility Modifications Policy</i>.</p>
		<p>Item 15: Electrical-Both: Server room electrical requirements should be clarified. It is usually part of construction. If related to construction and functionality of electrical requirements within the building/IDF/MDF it should be a FS cost. If there are post construction costs associated with new servers, it should be a TCOF cost.</p>	<p>(Page 5): Item 15 pertains to existing facilities and not new construction. Any new outlet or relocation of an outlet unless required by a Priority 1 or Priority 2 FM is a trial court responsibility.</p>
		<p>Item 16: Electrical-Both: UPS powers many functions in a courthouse and is usually part of construction. If related to construction and functions of the building should be FS, if related directly to CMS or</p>	<p>(Page 5): As shown in Item 16, any UPS system that is for IT systems or Communications (non-fire life safety system)</p>

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		<p>other court added function, should be TCOF. It should also be noted that the same UPS may not only operate IT services but also other critical services within the building such as elevators, security cameras, security systems, building automation, etc.</p>	<p>is a trial court responsibility. (Page 6): Judicial Council Facilities Services is responsible for the hard-wired UPS required for fire and life systems.</p>
		<p>Item 17: Electrical-Both: Disagree with percentage of cost of the network assigned as indicated by the footnote: Courts 80%, Judicial Council 20%. How was percentage calculated? Given Converge Network is the backbone of many integrated systems the majority cost should be borne by the building owner, JCC or as shared cost in a county building. For example, this may also include security, security servers, security cameras, microphones, lighting, etc.</p>	<p>(Page 5): The footnote for Item 17, Integrated Network, has been revised to better define the cost responsibility between the Judicial Council and trial courts.</p>
		<p>Item 18: Electrical-FS: This should be a FS responsibility as Distributed Antenna Systems (DAS) fall into this category and are required by code. Provide clarification for this item.</p>	<p>(Page 5): If antennas/communication devices are required for a fire and life safety system, then it is a Judicial Council Facilities Services responsibility; otherwise, it is a trial courts responsibility.</p>
		<p>Item 30: Electrical-Both: Provide clarification for this item. If related to construction, electrical outlets should be part of the cost of the building as a FS cost. If adding an outlet to an existing building and not required under code, then it should be a TCOF cost.</p>	<p>(Page 6): The addition of new power outlets in an existing facility under Item 30, for items such as kiosks, digital signage, or other equipment, is a trial courts responsibility.</p>
		<p>Item 36: Electrical-Both: This was addressed by the policy in 2014. Need to differentiate between those stations installed during new construction or as a future add. Depending on this, both FS and TCOF may need to be checked. However, the policy should be reevaluated as a FS responsibility in new courthouses. This item also helps new buildings with LEED certification.</p>	<p>(Page 6): If the electrical car charging stations are required either as a part of LEED certification or required by the applicable building code in a new capital project, then that is a Judicial Council’s Facilities Services responsibility. However, if a trial court is requesting installation of an electrical car charging station at an existing building which</p>

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			was not required under the applicable building code, then it is a trial court responsibility.
		Item 37: Electrical-Both: This was addressed by the policy created in 2014. Need to differentiate between those stations installed during new construction or as a future add. Depending on this, both FS and TCOF may need to be checked. However, the policy should be reevaluated as a FS responsibility in new courthouses. This item also helps new buildings with LEED certification.	(Page 6): Same comment as above.
		Item 38: Electrical-Both: This was addressed by the policy created in 2014. Need to differentiate between those stations installed during new construction or as a future add. Depending on this, both FS and TCOF may need to be checked. However, the policy should be reevaluated as a FS responsibility in new courthouses. This item also helps new buildings with LEED certification.	(Page 6): Same comment as above.
		Item 52: Flooring-FS: Provide clarification for this item. This should be a FS responsibility if raised flooring is used in new projects for ramping in courtrooms to mitigate construction costs.	(Page 6): If the raised floors are used to reduce construction costs in a capital project, then it is a Judicial Council Facilities Services responsibility.
		Item 79: HVAC-FS: This should be a FS responsibility as janitorial are not allowed in restricted areas.	(Page 7): This is a trial court responsibility, and if the system is located in a restricted area, then it should be coordinated by the trial court.

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		<p>Item 80: HVAC-FS: This cost should be aligned with FS as janitorial contractors are often prohibited from restricted/in- custody areas.</p>	<p>(Page 7): This is a trial court responsibility, and the trial courts should coordinate with the Sheriff department for after-hours cleaning.</p>
		<p>Item 97: Interior Finishes-FS: This should be a FS responsibility. Manual blinds and shades as part of new construction are the responsibility of the building owner, JCC or as a shared cost in a county building.</p>	<p>(Page 8): Manual blinds, drapes and shades in chambers and courtrooms are a trial court responsibility. This also includes any manual movable partitions or cubicle partitions.</p>
		<p>Item 102: Interior Finishes-FS: Paneling is a permanent fixture when in place at time of construction and is the responsibility of the building owner, JCC or a shared cost in a county building. If an added feature by local court, it is the court responsibility.</p>	<p>(Page 8): If this is part of new capital construction, then it is a Judicial Council Facilities Services responsibility. However, in normal course of wear and tear, this would not rise to the higher Priority 1 or 2 FM and would be deferred pending adequate funding.</p>
		<p>Item 103: Interior Finishes-FS: Paneling is a permanent fixture when in place at time of construction and is the responsibility of the building owner, JCC or a shared cost in a county building. If an added feature by local court, it is the court responsibility.</p>	<p>(Page 8): Same comment as above.</p>
		<p>Item 127: Office Equipment-FS: This should be a FS responsibility if related to construction and functions of the building. Active communication system is typically an integrated part of the clerk windows. Also clarify active communication.</p>	<p>(Page 9): This has been corrected. If this is part of a new capital construction, then it is a Judicial Council Facilities Services responsibility. Active Communications refers to a system that requires outside power to enable communications.</p>
		<p>Item 128: Office Equipment-FS: This should be a FS responsibility if related to construction and functions of the building. Active communication system is typically an integrated part of the clerk</p>	<p>(Page 9): Same comment as above.</p>

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		windows. Also clarify active communication.	
		Item 137: Office Equipment-FS: This should be a FS responsibility if installed part of new building construction and part of the overall building design.	(Page 9): Since these filing systems are heavily used by the trial courts, and that use impacts the maintenance, this is not a Judicial Council Facilities Services responsibility. Similar to furniture, this is a piece of equipment that is the responsibility of the trial courts to remove or replace.
		Item 180: Signage-Both: Need clarification on this item. This should be a FS responsibility if the numbering and signage system is part of the building construction. If there are additions or changes to the existing signage system, then it is a TCOF responsibility.	(Page 10): After new construction signage has been installed, any added, revised, or replacement signage is a trial court responsibility.
		Item 197: Electrical-FS: This should be a FS responsibility. Typically, generator systems are not only dedicated to only IT but are integrated into other critical areas of courthouses. Do many courts have a designated generator for just IT infrastructure?	(Page 11): Only few a courts have designated generators for non-emergency services that are integrated, and the shared percentage is determined by the load of the non-emergency equipment compared to emergency equipment.
		TABLE B Format is: Item Number: Category-Suggested Responsible Party: Comment	
		Item 2: Alarms-This should be a FS responsibility if installed part of the building construction.:	(Page 13): Judicial Council only provides hardwired duress alarm system. No wireless duress alarm system is provided by Judicial Council. For any existing wireless duress alarm system, the system is subject to

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			Security Special funding
		Item 4: Building Access-This should be a FS responsibility if installed part of the building construction.	(Page 13): Access control system is maintained and used by trial courts with no input from the Judicial Council. All access control systems remain a trial court responsibility.
		Item 6: Gun Locker-Need explanation regarding these items and how they are related to local court cost. Appears to be security/sheriff related and not a cost authorized to be expended by the local court from operations funding.:	(Page 13): An <i>Others</i> column has been included in the table to better clarify funding responsibility of items such as this. The Sheriff’s Department is responsible for this cost.
		Item 8: Holding Cells-Need explanation regarding these items and how they are related to local court cost. Appears to be security/sheriff related and not a cost authorized to be expended by the local court from operations funding.:	(Page 13): Same comment as above.
		Item 9: Communication & Security-This should be a FS responsibility if installed part of the building construction. Need explanation regarding these items and how they are related to local court cost. Appears to be security/sheriff related and not a cost authorized to be expended by the local court from operations funding. Provide clarification of “active” communication.:	(Page 13): This has been corrected, as it is a Judicial Council responsibility.
		Item 10: Interview Rooms-This should be a FS responsibility. Need explanation regarding these items and how they are related to local court cost. Appears to be security/sheriff related and not a cost authorized to be expended by the local court from operations funding. Due to security reasons, these areas (windows and comminution	(Page 13): This item has been clarified. There is no impact to court operations funding on this. Passive communication is openings in the frame or other method, which does not require power to enable communication

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		systems) are typically integrated into the functionality of interview room. It should also be part of the overall building design. Provide clarification of “passive” communication.:	between the two sides.
		Item 11: Interview Rooms-This should be a FS responsibility. Need explanation regarding these items and how they are related to local court cost. Appears to be security/sheriff related and not a cost authorized to be expended by the local court from operations funding. Due to security reasons, these areas (windows and comminution systems) are typically integrated into the functionality of interview room. It should also be part of the overall building design. Provide clarification of “active” communication.:	(Page 13): This has been corrected, as it is a Judicial Council responsibility.
		Item 15: Security related-Need clarification as to what “stand-alone plugged equipment”. This, theoretically, could mean a magnetometer which also plugs in and is also mentioned in item 12. Could possibly be both funding responsibilities dependent on the clarification provided.:	(Page 13): These are enhancements, add-ons or addition to existing screening equipment (magnetometer). For example, a gun powder residue check machine or micrometer wave checking machine, which are not provided by Judicial Council Facilities Services, is a trial court responsibility.
		Item 25: Alarms-This should be a FS responsibility if installed part of the building construction.:	(Page 14): Intrusion alarm are not provided for new courthouse construction and is a trial court responsibility.
		Item 26: Alarms-This should be a FS responsibility if installed part of the building construction.:	(Page 14): Same comment as above.
		Item 43: Notification-Need clarification on this item.	(Page 14): Item 43 has been clarified. It is an additional notification system through texting

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			or calling that is not covered under Table B Items 1, 2, or 3.
11.	Michael Roddy Executive Officer	<p>Superior Court of California, County of San Diego</p> <p>Dear Members of the Trial Court Facilities Modification Advisory Committee:</p> <p>I am writing to provide public comment on behalf of the San Diego Superior Court to the draft <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i>. This draft was circulated by Facilities Supervisor Chris Magnusson on June 10, 2019. We do not believe that this draft proposal should move forward without more analysis and direct discussion with trial courts on the impacts to local trial court budgets.</p>	
		<p>Before getting into some specific issues that we have with this proposal, as a general matter, it appears that this draft is intended to not only define the facilities operations and maintenance responsibilities (and funding) between the Judicial Council and trial courts, but also to shift what have been Judicial Council/State responsibilities onto the trial courts. Clearer definitions between the parties is a good step. Shifting responsibilities in the way it is being attempted here is not a good step. We have had to piece together information from multiple sources to try to better understand what currently exists versus what is being proposed. The realignment of state and local responsibilities and costs is a potentially significant funding change that imposes new, unfunded costs on already overburdened local trial court budgets.</p>	<p>The TCFMAC does not intend to recommend the Guidelines for Judicial Council review/adoption, as they do not reapportion fiscal responsibilities between the Judicial Council and trial courts but clarify current responsibility for costs for systems, components, and equipment of capital, O&M, and FM projects.</p>
		<p>With regard to the proposed changes in the matrix. A representative sample of specific items that stand out include:</p>	

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		<p>File Tracking System: It is difficult to understand what this item refers to without any detailed description. In our Central Courthouse, the Judicial Council's facility staff have loosely defined the electrified high-density filing system as "File Tracking Furniture System"; and it is their position that our court is responsible for the maintenance and repairs of the units. The installation of these high-density filing units involved the architect, structural engineer and general contractor to design and reinforce the floor slabs for the additional equipment weight, and the electrical engineer to provide the NEMA 5- 20P dedicated electrical connections. Based on the special structural and electrical construction, it is inaccurate to define the electrified high-density filing units as "Furniture". It is also not appropriate to shift the maintenance and repair responsibility of the units to the Superior Court. When the Judicial Council project management team</p>	<p>(Page 2): A File Tracking System is used by the trial courts, and the use of the system triggers irregular maintenance obligations. It is a furniture system and therefore is a trial court responsibility.</p>
		<p>reduces the courthouse square footages on new projects and suggests that to make up for lost areas with electrified high-density filing units, courts need to be clearly informed, up front, that the funding responsibility for the maintenance and repairs of the units will be placed on Superior Court.</p>	<p>Agree with the comment. The Guidelines will be distributed to all trial courts engaged in capital projects to ensure they are advised during the project's design phase.</p>
		<p>Antennas/Communication Dishes: Currently our court does not use or maintain any antennas or communication dishes in any of our courthouses. It is not appropriate to shift the responsibility of these items to the trial courts.</p>	<p>Judicial Council Facilities Services does not install any antennas or communication dishes. If a trial court is installing any such equipment, it is the responsibility of the trial court.</p>
		<p>Carpet Maintenance and Repair: In both Judicial Council-managed buildings and County-managed buildings, common spaces are shared</p>	<p>Any tripping related repairs is performed by Judicial Council Facilities Services.</p>

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		<p>by various tenant county and court departments. It has always been the landlord's responsibility to maintain and eliminate any tripping hazards in common lobbies and corridor areas. It is not appropriate to shift this responsibility to the trial courts.</p>	<p>However, because of lack of funding, the trial courts may pay for carpet replacement pursuant to the council's <i>Court-Funded Facilities Request Policy</i> and rule 10.810 of Rules of Court.</p>
		<p>Flooring Covering Maintenance and Repair: The Judicial Council has always taken care of the repairs and replacements of broken and bulged up floor tiles in lobbies, corridors and restrooms. The reasons for floor tile failures can range from structural slab issues, water seepage, poor tile installation, bad tile adhesive or mastic, etc. The floorcovering failure areas can occur in common spaces shared by Judicial Council and the County. Local trial courts do not have the ability to negotiate and maintain these types of issues. It is not appropriate to shift the responsibility to the trial courts.</p>	<p>Any tripping related repairs or any floor failures because of non-regular wear and tear is performed by Judicial Council Facilities Services. However, because of lack of funding, the trial courts may pay for the replacement of floor tiles pursuant to the council's <i>Court-Funded Facilities Request Policy</i> and rule 10.810 of Rules of Court.</p>
		<p>Garbage Disposals: Garbage disposals are connected to the building plumbing and electrical systems, therefore it is not appropriate to shift the responsibility to the trial courts.</p>	<p>If the garbage disposal is required to be provided by Building Codes, then it is a Judicial Council responsibility</p>
		<p>Trash Compactors: There are no trash compactor appliances in the San Diego Superior Court operational spaces. It should be clarified that trash compactors for the buildings (generally located at the loading dock areas) are the Judicial Council's responsibility to manage and maintain.</p>	<p>If trash compactors are provided as a part of the new capital project, it is maintained by the Judicial Council. Trash compactors at loading dock areas are a Judicial Council responsibility.</p>
		<p>Rekeying (due to loss): It should be clarified that if the cause for lost keys is due to the Judicial Council staff or their contractors, the Judicial Council would be responsible for rekeying the courthouse.</p>	<p>(Page 7): Item 74 now includes a footnote to clarify when the Judicial Council is responsible.</p>

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		<p>Wallcoverings: In both Judicial Council-managed buildings and County-managed buildings, common spaces are shared by various tenant county and court departments. It has been the landlord's responsibility to maintain and repair the wallcovering in common lobbies and corridor areas. It is not appropriate to shift this responsibility to the trial courts.</p>	<p>If this is part of new capital construction, then it is a Judicial Council Facilities Services responsibility. However, in normal course of wear and tear, this would not rise to the higher Priority 1 or 2 FM and would be deferred pending adequate funding.</p>
		<p>Additional Data Room Air Conditioning Systems over the Provided Existing System: This title does not make sense to use. The Judicial Council is currently responsible for providing functional air-conditioning in the Data Room so data equipment will not heat up or burn up. If the Judicial Council keeps the Data Room within its required temperature range, then no additional air-conditioning would be required. If an additional air-conditioning systems are needed to supplement an inadequate air- conditioning system, then Judicial Council should be responsible for the maintenance and repairs of the additional air-conditioning system.</p>	<p>Judicial Council Facilities Services maintains and repairs existing air conditioning systems for Data Rooms. If trial court plan to add or expand an existing Data Room, which requires additional air conditioning, then this is a trial court responsibility.</p>
		<p>Paper Towel Dispensers (hang/re-hang), Seat Cover Dispensers (hang/re-hang), Soap Dispensers (hang/re-hang), Toilet Paper Dispensers (hang/re-hang): As the landlord, the Judicial Council needs to comply with the health code and maintain a healthy environment in courthouses. The above items are necessary for keeping a clean and healthy environment; therefore, the hang and re-hanging broken restroom dispensers should be the responsibility of Judicial Council.</p>	<p>If the accessories are provided through a court's janitorial contract, then it is a court responsibility. Accessories are to be provided by the court and installed by the Judicial Council.</p>

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		<p>Detention Control -Active Communication: The Judicial Council has always maintained and repaired the detention intercom systems. Our IT technicians do not have the expertise or access into the holding areas to perform maintenance or repair work. It is not appropriate to shift this responsibility to the trial courts.</p>	<p>(Page 13): Item 11 has been revised to reflect Judicial Council responsibility. Footnotes have been added to Items 10 and 11 to clarify the difference between passive and active communication.</p>
		<p>Active Communication (in-custody interview rooms): The Judicial Council has always maintained and repaired the in-custody/attorney interview intercom systems. Our IT technicians do not have the expertise or access into the holding areas to perform maintenance or repair work. It is not appropriate to shift this responsibility to the trial courts.</p>	<p>(Page 13): Same comment as above.</p>
		<p>Digital Video Recording (DVR) as Components of Complete Security System and Plan: the Judicial Council needs to provide the details on the number of days/months and video resolution capabilities that the surveillance video recording system will provide. The Sheriffs Department of each Superior Court should have the opportunity to review the DVR recording information and provide their recording capacity requirements. Having to currently deal with a DVR recording system whose storage capability is completely inadequate, it is clear to us that this item requires more detail and a review/comment process for trial courts to ensure that acceptable and necessary systems and storage are provided.</p>	<p>(Page 13): These video surveillance systems are installed for the benefit of the courts and their security providers with the goal of increasing their situational awareness in and around court facilities. Video surveillance equipment is designed to be a force multiplier for the security provider by placing cameras in locations where security staff is not always physically present. The primary use of these systems is not as evidence collection tools or aids to court proceedings, but to identify incidents or potential incidents in progress, allowing for a preventative or reactive security response, and to provide a reasonable timeframe during which the</p>

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			<p>recorded video of these incidents can be reviewed and/or retained.</p> <p>The Judicial Council has increased the standard data retention time from 7 to 30 days. It has been the experience of the Judicial Council that 30 days of video footage is sufficient in the vast majority of cases where past footage is required for investigative purposes. It should also be noted the California judicial branch is not subject to the same statutory requirements for data retention as are county and city governmental entities. Current standards include resolution requirements that meet or exceed industry standards for HD cameras.</p>
		<p>We believe that this proposal is a potentially significant change in the responsibilities and relationship between the Judicial Council's Facilities Services Division and the Superior Courts. Much more work and discussion should occur, especially when the result of this change would be to let the State and the state general fund off the hook for facilities maintenance and repair costs, while placing new unfunded burdens on the operational budgets of the local trial courts.</p>	<p>The TCFMAC does not intend to recommend the Guidelines for Judicial Council review/adoption, as they do not reapportion fiscal responsibilities between the Judicial Council and trial courts but clarify current responsibility for costs for systems, components, and equipment of capital, O&M, and FM projects.</p>
		<p>Shifting facility maintenance and repair costs onto the trial courts, without any mechanism to add sufficient funding to court operational budgets to cover these increased costs, will force trial courts to choose between providing court access and services to the public and maintaining safe and adequate state facilities. This is not a choice that should be pushed onto local trial courts without a great deal more</p>	<p>Same comment as above.</p>

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		<p>analysis and discussion.</p> <p>Thank you for the opportunity to provide our comments.</p>	
12.	Karen Dixon, Judge	<p>Superior Court of California, County of Siskiyou We are unable to properly respond to the draft because there is insufficient descriptive explanation as to the items entered on the list under A and B as well as under section A. Capital Cost Responsibilities. It is also unclear whether there will be a difference in funding responsibilities depending upon whether the building is new or modification, etc. For instance, under section A, the table demonstrates that the audio recording equipment used to tie into a new system is the responsibility of the trial court. Our new courthouse is currently being built. Many of the recording equipment contemplated is to be installed per Judicial Council requirements. Is there an additional cost to our court to purchase equipment not installed? Is the trial court responsible for the costs of the equipment to be installed aside from the new facility funding provided for such costs? Further, it appears that much of the exterior maintenance as described in Table A, specifically numbers 2, and 5, has been shifted from Facilities Management to the trial courts. I hope that you are able to provide such information so we may properly respond to the draft. Thank you for your assistance.</p>	<p>Section A of the draft Guidelines applies to new capital construction projects, and Section B applies to existing facilities maintenance and repair.</p>

END OF COMMENTS

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
1.	Building Envelope	Exterior Doors	Doors and Doorknobs	X		Judicial Council		N/A	N/A
2.	Building Envelope	Exterior Doors, Entryway, and Sidewalk	Exterior entrance power washing. Power washing for stains, debris and dirt		X	Judicial Council	Trial Court Operation Funds	N/A	Correction of the Janitorial responsibility
3.	Building Envelope	Exterior Walls	Exterior wall finish	X		Judicial Council		N/A	N/A
4.	Building Envelope	Exterior Windows	Clearing or Cleaning cobwebs from windows, corners (janitorial)	X		Trial Court Operation Funds	Judicial Council	N/A	N/A
5.	Building Envelope	Exterior Windows	Window cleaning exterior	X		Judicial Council		N/A	N/A
6.	Building Envelope	Exterior Windows	Windows (repair, occasional replacement)	X		Judicial Council		N/A	N/A
7.	Building Envelope	Foundation	Foundation	X		Judicial Council		N/A	N/A
8.	Building Envelope	Interior Windows	Window cleaning Interior (janitorial)		X	Trial Courts Operations Funds		N/A	N/A
9.	Building Envelope	Other Site System	Flag Poles and Flag replacement	X		Judicial Council		N/A	N/A
10.	Building Envelope	Other Site System	Flag lowering and raising		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
11.	Electrical	Branch Wiring	Raceway	X		Judicial Council		N/A	N/A
12.	Electrical	Service & Distribution	ATS switches	X		Judicial Council		N/A	N/A
13.	Electrical	Branch Wiring	Cabling work stations		X	Trial Courts Operations Funds		N/A	N/A
14.	Electrical	Communications & Security	Plug-in power monitoring for data systems		X	Trial Courts Operations Funds		N/A	N/A
15.	Electrical	Communications & Security	Server room electrical requirements (e.g., new electrical requirements for new servers)		X	Judicial Council	Trial Court Operation Funds	<\$5K per outlet	Clarification that Court requested addition of new outlets is not Judicial Council responsibility
16.	Electrical	Communications & Security	UPS - uninterruptible power supply		X	Not Indicated	Trial Court Operation Funds	N/A	Clarification of new line and not a shift of responsibility
17.	Electrical	Communications & Security	Integrated Network	X	X	Not Indicated	Trial Court Operation Funds	N/A	Clarification of new line and not a shift of responsibility
17A.	Electrical	IT	Infrastructure - fiberoptic	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
17B.	Electrical	IT	Routers	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
17C.	Electrical	IT	Switches	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
17D.	Electrical	IT	Servers	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
17E.	Electrical	IT	Maintenance		X	Not Indicated	Trial Court Operation Funds	N/A	Clarification of new line and not a shift of responsibility
17F.	Electrical	IT	Software		X	Not Indicated	Trial Court Operation Funds	N/A	Clarification of new line and not a shift of responsibility
18.	Electrical	Low Voltage Electrical	Antennas/communication dishes		X	Trial Courts Operations Funds		N/A	N/A
19.	Electrical	Low Voltage Electrical	Business Data Cabling		X	Trial Courts Operations Funds		N/A	N/A
20.	Electrical	Low Voltage Electrical	Lower voltage cable	X		Judicial Council		N/A	N/A
21.	Electrical	Low Voltage Electrical	Security cabling	X		Judicial Council		N/A	N/A
22.	Electrical	Low Voltage Electrical	Telephone/telephone cabling (Move, Change, or add)		X	Trial Courts Operations Funds		N/A	N/A
23.	Electrical	Low Voltage Electrical	TV Cable/CCTV		X	Trial Courts Operations Funds		N/A	N/A
24.	Electrical	Service & Distribution	Lighting (cubicle, desk or task)		X	Trial Courts Operations Funds		N/A	N/A

CEAC Update: TABLE A – Building systems, components and equipment, excluding building security systems

Attachment 6

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
25.	Electrical	Service & Distribution	Lighting (except cubicle, desk or task)	X		Judicial Council		N/A	N/A
26.	Electrical	Service & Distribution	Switchgear	X		Judicial Council		N/A	N/A
27.	Electrical	Service & Distribution	Transformers	X		Judicial Council		N/A	N/A
28.	Electrical	Service & Distribution	Ballasts	X		Judicial Council		N/A	N/A
29.	Electrical	Service & Distribution	Capacitance bank	X		Judicial Council		N/A	N/A
30.	Electrical	Service & Distribution	Electrical outlets (new)		X	Trial Courts Operations Funds		N/A	N/A
31.	Electrical	Service & Distribution	Electrical outlets (repair and replace)	X		Judicial Council		N/A	N/A
32.	Electrical	Building Envelope	Exterior lights	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
33.	Electrical	Service & Distribution	Face plates (replace/install)	X		Judicial Council		N/A	N/A
34.	Electrical	Site Lighting	Exterior lights	X		Judicial Council		N/A	N/A
35.	Electrical	Site Lighting	Parking lot lighting	X		Judicial Council		N/A	N/A
36.	Electrical	Site Electrical	Electrical car charging stations (Judicial Officers parking)		X	Trial Court Operations Funds		N/A	N/A
37.	Electrical	Site Electrical	Electrical car charging stations (Staff parking)		X	Trial Court Operations Funds		N/A	N/A
38.	Electrical	Site Electrical	Electrical car charging stations (Public parking)	X	X	Trial Court Operations Funds	Judicial Council & Trial Court Operations Funds	N/A	Added responsibility for Judicial Council to fund the line item
39.	Fire Life Safety	Fire Protection	Computer fire suppression system	X		Judicial Council		N/A	N/A
40.	Fire Life Safety	Fire Protection	Extinguishers	X		Judicial Council		N/A	N/A
40A.	Fire Life Safety	Fire Protection	Public Distributed Antenna System	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
41.	Fire Life Safety	Fire Protection	Fire alarm system	X		Judicial Council		N/A	N/A
42.	Fire Life Safety	Fire Protection	Fire sprinkler system	X		Judicial Council		N/A	N/A
43.	Fire Life Safety	Communications & Security	Fire alarm system monitoring	X		Judicial Council		N/A	N/A
44.	Fire Life Safety	Emergency Power	Emergency Exit Lighting	X		Judicial Council		N/A	N/A
45.	Fire Life Safety	Emergency Power	Emergency Generator	X		Judicial Council		N/A	N/A
46.	Fire Life Safety	Emergency Power	Emergency lighting	X		Judicial Council		N/A	N/A
47.	Fire Life Safety	Emergency Power	UPS - uninterruptible power supply (hard-wired)	X		Judicial Council		N/A	N/A
48.	Flooring	Floor Finishes	Carpet maintenance and repair		X	Trial Courts Operations Funds		N/A	N/A
49.	Flooring	Floor Finishes	Floor covering maintenance and repair		X	Trial Courts Operations Funds		N/A	N/A
50.	Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X		Judicial Council		N/A	N/A
51.	Flooring	Floor Finishes	Non-cosmetic repairs	X		Judicial Council		N/A	N/A
52.	Flooring	Floor Finishes	Raised floor panels maintenance and repair	X		Trial Courts Operations Funds	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
53.	Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X		Judicial Council		N/A	N/A
54.	Furnishings	Appliances	Break room water dispensers (unfixed)		X	Trial Courts Operations Funds		N/A	N/A
55.	Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X		Judicial Council		N/A	N/A
56.	Furnishings	Appliances	Counter style appliances		X	Trial Courts Operations Funds		N/A	N/A
57.	Furnishings	Appliances	Garbage Disposals		X	Trial Courts Operations Funds		N/A	N/A
58.	Furnishings	Appliances	Ice-Makers (standalone)		X	Trial Courts Operations Funds		N/A	N/A
59.	Furnishings	Appliances	Microwaves		X	Trial Courts Operations Funds		N/A	N/A
60.	Furnishings	Appliances	Ovens and Stoves		X	Trial Courts Operations Funds		N/A	N/A
61.	Furnishings	Appliances	Refrigerators, Freezers and other stand-alone equipment		X	Trial Court Operations Funds		N/A	N/A

CEAC Update: TABLE A – Building systems, components and equipment, excluding building security systems

Attachment 6

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
62.	Furnishings	Appliances	Trash Compactors		X	Trial Courts Operations Funds		N/A	N/A
63.	Furniture	Fixed	Audience Seating (Bench-style)	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
64.	Furniture	Fixed	Jury seating	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
65.	Furniture	Fixed	Gang seating	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
66.	Furniture	Unfixed	Chairs, seats around tables		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
67.	Furniture	Unfixed	Couches		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
68.	Hardware	Exterior and Interior Doors	Automatic door openers[4]	X		Judicial Council		N/A	N/A
69.	Hardware	Exterior and Interior Doors	Door closers	X		Judicial Council		N/A	N/A
70.	Hardware	Exterior and Interior Doors	Hinges	X		Judicial Council		N/A	N/A
71.	Hardware	Exterior and Interior Doors	Key schedule	X		Judicial Council		N/A	N/A
72.	Hardware	Exterior and Interior Doors	Keys	X		Judicial Council		N/A	N/A
73.	Hardware	Exterior and Interior Doors	Lock sets (includes cipher and access control connected hardware)	X		Judicial Council		N/A	N/A
74.	Hardware	Exterior and Interior Doors	Rekeying (due to loss)		X	Trial Courts Operations Funds		N/A	N/A
75.	Hardware	Lock Specialty	Unfixed furnishing, cabinet keys and locks		X	Trial Courts Operations Funds		N/A	N/A
76.	Hardware	Exterior Windows	Window screens	X		Judicial Council		N/A	N/A
77.	HVAC	Air Distribution	Balancing air distribution	X		Judicial Council		N/A	N/A
78.	HVAC	Air Distribution	Air conditioning	X		Judicial Council		N/A	N/A
79.	HVAC	Air Distribution	Diffusers - cleaning room-side of vents (janitorial)		X	Trial Courts Operations Funds		N/A	N/A
80.	HVAC	Air Distribution	Holding Cell Diffusers - cleaning room-side of vents (janitorial)		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
81.	HVAC	Air Distribution	Distribution supply and return duct	X		Judicial Council		N/A	N/A
82.	HVAC	Air Distribution	VAV box controllers	X		Judicial Council		N/A	N/A
83.	HVAC	Controls & Instrumentation	Building Automation System (BAS)	X		Judicial Council		N/A	N/A
84.	HVAC	Controls & Instrumentation	Energy Management System	X		Judicial Council		N/A	N/A
85.	HVAC	Cooling System	Chiller	X		Judicial Council		N/A	N/A
86.	HVAC	Cooling System	Data room air conditioning systems	X		Judicial Council		N/A	N/A
87.	HVAC	Cooling System	Additional Data room air conditioning systems over the provided existing system		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
88.	HVAC	Cooling System	Roof-top units	X		Judicial Council		N/A	N/A
89.	HVAC	Cooling System	Swamp coolers	X		Judicial Council		N/A	N/A
90.	HVAC	Heating System	Boiler	X		Judicial Council		N/A	N/A
91.	HVAC	Heating System	Steam boiler	X		Judicial Council		N/A	N/A
92.	HVAC	Vent Pipe & Fittings	Roof-top exhausts	X		Judicial Council		N/A	N/A
93.	HVAC	Vent Pipe& Fittings	Exhaust duct	X		Judicial Council		N/A	N/A
94.	Interior Finishes	Ceiling Finishes	Ceiling Tiles	X		Judicial Council		N/A	N/A
95.	Interior Finishes	Movable Furnishings	Artwork (owned and/or loaned)		X	Trial Courts Operations Funds		N/A	N/A
96.	Interior Finishes	Movable Furnishings	Automatic Blinds/Drapes/Shades (maintain, repair and replace)	X		Judicial Council		N/A	N/A
97.	Interior Finishes	Movable Furnishings	Manual Blinds/Drapes/Shades (maintain, repair and replace)		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility

CEAC Update: TABLE A – Building systems, components and equipment, excluding building security systems

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Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
98.	Interior Finishes	Movable Furnishings	Blinds/Drapes/Shades - Cleaning		X	Trial Courts Operations Funds		N/A	N/A
99.	Interior Finishes	Movable Furnishings	Office pictures or personal decorations		X	Trial Courts Operations Funds		N/A	N/A
100.	Interior Finishes	Special Coverings	Visual security barriers (tinting)	X		Judicial Council		N/A	N/A
101.	Interior Finishes	Special Finishes	Kick plates	X		Judicial Council		N/A	N/A
102.	Interior Finishes	Wall Coverings	Paneling[5]		X	Trial Courts Operations Funds		N/A	N/A
103.	Interior Finishes	Wall Coverings	Wall coverings		X	Trial Courts Operations Funds		N/A	N/A
104.	Interior Finishes	Wall Finishes	Minor touch-up painting (for graffiti/vandalism only)	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
105.	Interior Finishes	Wall Finishes	Minor touch-up painting (for aesthetics)		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
106.	Interior Finishes	Wall Finishes	Paint - Exterior	X		Judicial Council		N/A	N/A
107.	Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court- Exclusive Areas)		X	Trial Courts Operations Funds		N/A	N/A
108.	Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X		Judicial Council		N/A	N/A
109.	Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X		Judicial Council		N/A	N/A
110.	Landscaping	Fertilizing	Chemical lawn treatments	X		Judicial Council		N/A	N/A
111.	Landscaping	Irrigation System	Landscaping irrigation system	X		Judicial Council		N/A	N/A
112.	Landscaping	Plantings	Boulevard plantings	X		Judicial Council		N/A	N/A
113.	Landscaping	Plantings	Shrubs/plantings/annuals	X		Judicial Council		N/A	N/A
114.	Landscaping	Interior and Exterior Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.		X	Trial Courts Operations Funds		N/A	N/A
115.	Mechanical	Energy Supply	Duct insulation	X		Judicial Council		N/A	N/A
116.	Mechanical	Energy Supply	Heat exchanger	X		Judicial Council		N/A	N/A
117.	Mechanical	Sanitary Waste	Waste water system	X		Judicial Council		N/A	N/A
118.	Mechanical	Water Distribution	Faucets	X		Judicial Council		N/A	N/A
119.	Mechanical	Water Distribution	Pipe insulation	X		Judicial Council		N/A	N/A
120.	Mechanical	Water Distribution	Water fountains	X		Judicial Council		N/A	N/A
121.	Mechanical	Water Equipment	Hot water heater	X		Judicial Council		N/A	N/A
122.	Mechanical	Water Equipment	Water filters (as required by specific building wide distribution systems)	X		Judicial Council		N/A	N/A
123.	Mechanical	Water Equipment	Water softener (building wide)	X		Judicial Council		N/A	N/A
124.	Mechanical	Water Equipment	Water treatment	X		Judicial Council		N/A	N/A
125.	Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)		X	Trial Courts Operations Funds		N/A	N/A
126.	Office Equipment	Communications & Security	Server hardware and LAN infrastructure		X	Trial Courts Operations Funds		N/A	N/A
127.	Office Equipment	Communication & Security	Clerk Window - Active communication	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
128.	Office Equipment	Communication & Security	Exterior Transaction window - Active communication	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
129.	Office Equipment	Communications & Security	Telephone system		X	Trial Courts Operations Funds		N/A	N/A
130.	Office Equipment	Equipment	Shredder		X	Trial Courts Operations Funds		N/A	N/A
131.	Office Equipment	Fixed Furnishings	Furniture (fixed)	X		Judicial Council		N/A	N/A
132.	Office Equipment	Movable Furnishings	Bulletin or white boards		X	Trial Courts Operations Funds		N/A	N/A
133.	Office Equipment	Movable Furnishings	Computer equipment		X	Trial Courts Operations Funds		N/A	N/A
134.	Office Equipment	Movable Furnishings	Furniture (unfixed)		X	Trial Courts Operations Funds		N/A	N/A

CEAC Update: TABLE A – Building systems, components and equipment, excluding building security systems

Attachment 6

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
135.	Office Equipment	Movable Furnishings	Furniture moves		X	Trial Courts Operations Funds		N/A	N/A
136.	Office Equipment	Movable Furnishings	Furniture set-ups		X	Trial Courts Operations Funds		N/A	N/A
137.	Office Equipment	Movable Furnishings	High-density filing system		X	Trial Courts Operations Funds		N/A	N/A
138.	Office Equipment	Movable Furnishings	Modular furniture		X	Trial Courts Operations Funds		N/A	N/A
139.	Office Equipment	Equipment	Copier		X	Trial Courts Operations Funds		N/A	N/A
140.	Office Equipment	Equipment	Printers		X	Trial Courts Operations Funds		N/A	N/A
140A.	Office Equipment	Equipment	Fax		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
141.	Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning		X	Trial Courts Operations Funds		N/A	N/A
142.	Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow		X	Trial Courts Operations Funds		N/A	N/A
143.	Restroom	Interior Specialties	Counter (damaged)	X		Judicial Council		N/A	N/A
144.	Restroom	Interior Specialties	Counter cleaning (janitorial)		X	Not Indicated	Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
145.	Restroom	Bath Accessories	Electrical hand driers (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
146.	Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X		Judicial Council		N/A	N/A
147.	Restroom	Bath Accessories	Paper towel dispensers (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
148.	Restroom	Bath Accessories	Paper towel dispensers (hang/re-hang)	X		Judicial Council		N/A	N/A
149.	Restroom	Bath Accessories	Seat cover dispensers (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
150.	Restroom	Bath Accessories	Seat cover dispensers (hang/re-hang)	X		Judicial Council		N/A	N/A
151.	Restroom	Bath Accessories	Soap dispensers (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
152.	Restroom	Bath Accessories	Soap dispensers (hang/re-hang)	X		Judicial Council		N/A	N/A
153.	Restroom	Bath Accessories	Stocking restrooms (janitorial)		X	Trial Courts Operations Funds		N/A	N/A
154.	Restroom	Bath Accessories	Toilet paper dispensers (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
155.	Restroom	Bath Accessories	Toilet paper dispensers (hang/re-hang)	X		Judicial Council		N/A	N/A
156.	Restroom	Bath Accessories	Trash cans (buy/provide)		X	Trial Courts Operations Funds		N/A	N/A
157.	Restroom	Bath Accessories	Trash cans (hang/re-hang)	X		Judicial Council		N/A	N/A
158.	Restroom	Fixtures	Partitions	X		Judicial Council		N/A	N/A
159.	Restroom	Fixtures	Plumbing fixtures	X		Judicial Council		N/A	N/A
160.	Restroom	Fixtures	Shelves	X		Judicial Council		N/A	N/A
161.	Restroom	Fixtures	Sinks	X		Judicial Council		N/A	N/A
162.	Restroom	Fixtures	Urinals	X		Judicial Council		N/A	N/A
163.	Restroom	Fixtures	Adding new baby changing stations not required by law (Court funded, Judicial Council Installed)	X	X	Not Indicated	Facilities Services & Trial Courts Operations Funds	N/A	Clarification of new line and not a shift of responsibility
163A.	Restroom	Fixtures	Existing Baby Changing Stations' Replacement	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
164.	Roof	Roof Coverings	Roof decking	X		Judicial Council		N/A	N/A
165.	Roof	Roof Coverings	Roof drains/gutter/flashing	X		Judicial Council		N/A	N/A
166.	Roof	Roof Coverings	Roof membrane	X		Judicial Council		N/A	N/A
167.	Roof	Roof Coverings	Roof pads/wear lane/traffic	X		Judicial Council		N/A	N/A

Item #	Building System Category	Subcategory	Building Components and Equipment	Judicial Council	Trial Court Operations Funds	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
168.	Services	Administrative	O&M Technician's office	X		Judicial Council		N/A	N/A
169.	Services	Administrative	Space planning functions		X	Trial Courts Operations Funds		N/A	N/A
170.	Services	Pest	Exterior spraying	X		Judicial Council		N/A	N/A
171.	Services	Pest	Indoor traps	X		Judicial Council		N/A	N/A
172.	Services	Pest	Interior spraying	X		Judicial Council		N/A	N/A
173.	Services	Pest	Preventive and Corrective measures	X		Judicial Council		N/A	N/A
174.	Signage	Site Signage	Exterior signage	X		Judicial Council		N/A	N/A
175.	Signage	Identifying Devices	Identification		X	Trial Courts Operations Funds		N/A	N/A
176.	Signage	Identifying Devices	Instructional (e.g. cell phone usage, noise policy, restricted area, etc.)		X	Trial Courts Operations Funds		N/A	N/A
177.	Signage	Identifying Devices	Reader boards (NOT specified in Court Transfer Agreement)		X	Trial Courts Operations Funds		N/A	N/A
178.	Signage	Identifying Devices	Reader boards (specified in Court Transfer Agreement)	X		Judicial Council		N/A	N/A
179.	Signage	Identifying Devices	Room Numbering (maintain, repair and replace)	X		Judicial Council		N/A	N/A
180.	Signage	Identifying Devices	Room numbering (new, adds, or changes)		X	Trial Courts Operations Funds		N/A	N/A
181.	Signage	Identifying Devices	State code compliance (e.g. "No Smoking")	X		Judicial Council		N/A	N/A
182.	Signage	Identifying Devices	Way finding/directional (Includes Evacuation)	X		Judicial Council		N/A	N/A
183.	Site Work	Parking Lots	Curbing (except local authority)	X		Judicial Council		N/A	N/A
184.	Site Work	Parking Lots	Parking (except local authority)	X		Judicial Council		N/A	N/A
185.	Site Work	Parking Lots	Parking lot striping	X		Judicial Council		N/A	N/A
186.	Site Work	Pedestrian Paving	Sidewalk (except local authority)	X		Judicial Council		N/A	N/A
187.	Site Work	Security Structures	Security bollards	X		Judicial Council		N/A	N/A
188.	Hazardous Waste	Court generated waste	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		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
189.	Hazardous Waste	Janitorial generated waste	Cleaning material such as detergents and solvents, greasy rags or waste water containing hazardous material		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
190.	Hazardous Waste	Construction or Building generated waste[6]	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.	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
191.	Hazardous Waste	Court Funded Request Construction generated waste	Construction or building generated waste that is part of the project that is funded by Court		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
192.	Hazardous Waste	Bio-hazard waste	Human feces and blood	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
193.	Hazardous Waste	Bio-hazard waste	Sewer leak and spill from plumbing waste water leakage as part of larger Facility Modification and waste water removal is not the primary purpose of the Facility Modification	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
194.	Equipment Installation	Installation and removal of all equipment not part of the building system	White boards, clocks, file storage systems, portable/movable electronic equipment, court owned appliances, electronic calendars, and display boards		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
195.	Equipment	Communication and AV Equipment	All Audio visual equipment		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility
196.	Electrical	Electrical outlets for communication and AV equipment	Power outlets for the communication and AV equipment	X		Not Indicated	Judicial Council	N/A	Clarification of new line and not a shift of responsibility
197.	Electrical	Emergency Power	Generators for IT Infrastructure and non-emergency services		X	Not Indicated	Trial Court Operations Funds	N/A	Clarification of new line and not a shift of responsibility

CEAC Update: TABLE B –Building security systems

Item #	Building System Category	Subcategory	Building Components and Equipment	Facilities Services	Trial Court Operations Funds	Judicial Council Security - Special Fund	Others	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
1.	Equipment	Alarms	Hardwired duress alarms not integrated with facility security system		X			Trial Court Operations Funds		N/A	N/A
2.	Equipment	Alarms	Wireless Duress alarms			X		Trial Court Operations Funds	Judicial Council Security - Special Fund	Reduction in cost to Trial Courts	Funding through State Budget
3.	Equipment	Alarms	Wireless Duress alarms maintenance and P1 support			X		Judicial Council Security - Special Fund		N/A	N/A
4.	Equipment	Building Access	Access control cards or fobs, replacement and programming for access levels. Badges and badge making equipment and software		X			Trial Court Operations Funds		N/A	N/A
5.	Equipment	Building Access	Access control system hardware and head end controller in accordance with California Trial Court Facilities Standards	X				Judicial Council		N/A	N/A
6.	Equipment	Gun Locker	Gun locker installation, repairs and keys				X	Trial Court Operations Funds	Others	N/A	Clarification only, no shift in responsibility
7.	Equipment	Holding Cells	Holding cell access control systems	X				Judicial Council		N/A	N/A
8.	Equipment	Holding Cells	Holding cell keys				X	Trial Court Operations Funds	Others	N/A	Clarification only, no shift in responsibility
9.	Equipment	Communication & Security	Detention Control - active communication	X				Not Indicated	Judicial Council	N/A	N/A
10.	Equipment	Interview Rooms	Passive communication	X				Not Indicated	Judicial Council	N/A	New item added
11.	Equipment	Interview Rooms	Active communication	X				Not Indicated	Judicial Council	N/A	New item added
12.	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 agreements after the 5 years is responsibility of the Court		X	X		Trial Court Operations Funds & Judicial Council Security - Special Fund		N/A	N/A
13.	Equipment	Magnetometers & Related Equipment	Hand wand metal detectors		X			Trial Court Operations Funds		N/A	N/A
14.	Equipment	Magnetometers & Related Equipment	Registration, record keeping, signage and training for Cabinet X-Ray Systems/magnetometers and associated monitors or accessories		X			Trial Court Operations Funds		N/A	N/A
15.	Equipment	Security related	Stand-alone plugged equipment (e.g., enhancements or additions to existing screening equipment)		X				Trial Court Operations Funds	N/A	N/A
16.	Equipment	Safes	Fixed Safes maintenance and repair	X				Judicial Council		N/A	N/A
17.	Equipment	Safes	Gun Safes				X		Others	N/A	N/A
18.	Equipment	Safes	Portable Safes		X			Trial Court Operations Funds		N/A	N/A
19.	Equipment	Surveillance	Maintenance, repair and replacement of Camera's installed in excess of the Judicial Council Trial Court Facility Standards or existing number of cameras		X			Trial Court Operations Funds		N/A	N/A
20.	Equipment	Surveillance	Digital video recording (DVR) as components of complete security system and plan			X		Judicial Council	Judicial Council Security - Special Fund	N/A	Funding through State Budget
21.	Equipment	Surveillance	Digital video recording (DVR) for court operations and limited security application		X			Trial Court Operations Funds		N/A	N/A
22.	Equipment	Surveillance	Facility security systems, including controllers, facility security cameras, security specific digital recording systems and monitoring stations.	X				Judicial Council		N/A	N/A
23.	Equipment Monitoring	Alarms	Fire alarm system	X				Judicial Council		N/A	N/A
24.	Equipment Monitoring	Alarms	Hardwired duress alarms integrated with facility security system	X				Judicial Council		N/A	N/A
25.	Equipment Monitoring	Alarms	Intrusion alarm, monitoring and response		X			Trial Court Operations Funds		N/A	N/A
26.	Equipment Monitoring	Alarms	Intrusion alarm, repairs and maintenance		X			Trial Court Operations Funds		N/A	N/A
27.	Equipment Monitoring	BAS	Building Automation System (BAS)	X				Judicial Council		N/A	N/A
28.	Equipment Monitoring	Elevator	Elevator and vertical conveyance monitoring and notification	X				Judicial Council		N/A	N/A
29.	Equipment Monitoring	Vehicles	Vehicle control system (gates and overhead doors at sally port)	X				Judicial Council		N/A	N/A
30.	General Building	Equipment	Manage and maintain facility operations equipment	X				Judicial Council		N/A	N/A
31.	General Building	Janitorial	Porter services and routine spill cleanup (janitorial) in secure and inmate areas		X			Trial Court Operations Funds		N/A	N/A
32.	General Building	Janitorial	Recurring janitorial services and supplies in secure and inmate areas		X			Not Indicated	Trial Court Operations Funds	N/A	N/A
33.	General Building	Personnel	Private and/or Non-Sheriff Security personnel		X			Trial Court Operations Funds		N/A	N/A
34.	Hardware	Fencing & Gates	Security fencing and gates, vehicle barriers and bollards	X				Facilities Services		N/A	N/A
35.	Hardware	Keys & Locks	Cabinet and cash drawer keys and locks in fixed furnishings		X			Trial Court Operations Funds		N/A	N/A
36.	Hardware	Keys & Locks	Removable locks		X			Not Indicated	Trial Court Operations Funds	N/A	N/A
37.	Hardware	Keys & Locks	Door hardware/automatic door openers	X				Judicial Council		N/A	N/A

CEAC Update: TABLE B –Building security systems

Attachment 7

Item #	Building System Category	Subcategory	Building Components and Equipment	Facilities Services	Trial Court Operations Funds	Judicial Council Security - Special Fund	Others	Currently Responsible	Change of Responsibility To	Impact of Change (if known)	Authority for the Change
38.	Hardware	Keys & Locks	Key schedule	X				Judicial Council		N/A	N/A
39.	Hardware	Keys & Locks	Lock sets (includes cipher and access systems)	X				Judicial Council		N/A	N/A
40.	Hardware	Keys & Locks	Rekeying due to loss of key		X			Trial Court Operations Funds		N/A	N/A
41.	Hardware	Windows	Ballistic glazing assemblies	X				Judicial Council		N/A	N/A
42.	Hardware	Windows	Ballistics protection (courtrooms, security spaces, etc.)	X				Judicial Council		N/A	N/A
43.	System	Notification	Panic, duress or similar emergency notification systems not following under items 1,2,3 of this Table B		X			Not Indicated	Trial Court Operations Funds	N/A	N/A

Guidelines for Prioritizing and Ranking Facility Modifications

ADOPTED BY
THE TRIAL COURT FACILITY
MODIFICATION ADVISORY COMMITTEE,
APRIL 13, 2015



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

1. Overview

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

2. Facility Modification Defined

Facility Modifications (FM) as defined by the Judicial Council in its [December 2, 2005, report titled Prioritization Methodology for Modifications to Court Facilities](#) are a generally 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 more frequent periodic repairs and replacements of building components and equipment consistent with manufacturers' recommendations or industry-recommended service cycles. While a facility modification may either restore or improve a facility's designed level of function, routine maintenance and repair always maintains, without materially improving, the facility and its components at their designed level of function. Routine maintenance and repair is the basic and ongoing work that is needed, as part of ordinary facility operation and management, to keep the facility and its components in a condition adequate to support existing facility operations and to prevent deterioration, break down, and service interruptions.

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

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

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

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

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

3. Priority Categories

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

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

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

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

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

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

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

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

4. Ranking Requests for Priority 2–6 Facility Modifications

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

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

1. **Priority Category:** As defined above, this will be used to create the initial ranking of facility modifications. By assigning point values to the criteria listed below, a score is produced to rank the facility modifications within each priority category.
2. **Justification and Effect on the Court:** This will be a score between 5 and 50 (with 5 indicating the court is closed or is significantly impacted and 50 indicating this is a wish list item). *Please note that any number between 5 and 50 can be used to quantify the justification and the effect this requirement has on the court.* The chart below will assist in determining the correct number. Equity among courts can be taken into consideration when assigning appropriate values below.
 - 5-15 court operations are *significantly* impacted (negatively)
 - 16-20 court is operating but at less than standard productivity
 - 21-35 court appearance and dignity is diminished by the condition of the facility
 - 36-50 a “wish list” item
3. **Safety, Security, Risk Management:** This will be a score between 5 and 25 (with 5 indicating there is a potential for serious risk and 25 indicating there is no risk) The focus here is on safety, security, and risk management/mitigation by taking into consideration public and employee safety. *Please note that any number in between 5 and 25 can be used to quantify the effect this requirement has on the court.* The chart below will assist in determining the correct number.
 - 5-15 potential serious risk
 - 16-20 no significant risk
 - 21-25 no risk

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) at least five business days before the meeting. (CRC 10.75(e) (1).) The meeting notice must state whether the meeting is open or closed and, if partly closed, which agenda items are closed. For meetings that are open in part or in full, the meeting notice must provide: (1) the telephone number or other electronic means that a member of the public may use to attend the meeting; (2) the time of the meeting, whether the public may attend in person, and, if so, the meeting locations; and (3) the email address or other electronic means that the public may use to submit written comments regarding agenda items, requests to speak at a meeting, or requests to make an audio recording of a meeting. (CRC 10.75(f).)

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

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

Guideline 1

Requests for Reconsideration of Advisory Committee Decisions

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

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

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

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

The decision of the Advisory Committee is considered final.

Guideline 2

Paint/Wall Covering and Window Covering

The JCC has the responsibility for the interior painting and maintenance of wall/window coverings. Rule 10.810 (See Attachment 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 a 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 a 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 a 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 a JCC responsibility. Chairs in a jury deliberation room would be furniture and thus a court responsibility.

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 Tenant 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.

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;¹ 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.

¹ 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 7² 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

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

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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 ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Flooring	Floor Finishes	Carpet maintenance and repair		X	
Flooring	Floor Finishes	Floor covering maintenance and repair		X	
Flooring	Floor Finishes	Maintenance and repair (safety-related ONLY)	X		
Flooring	Floor Finishes	Non-cosmetic repairs	X		
Flooring	Floor Finishes	Raised floor panels maintenance and repair		X	
Furnishings	Appliances	Appliances (hard connected to mechanical or electrical systems)	X		
Furnishings	Appliances	Break room water dispensers (unfixed)		X	
Furnishings	Appliances	Built-in amenities (maintain, repair and replace existing)	X		
Furnishings	Appliances	Counter style appliances		X	
Furnishings	Appliances	Garbage Disposals		X	
Furnishings	Appliances	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	

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Interior Finishes	Special Coverings	Visual security barriers (tinting)	X		
Interior Finishes	Special Finishes	Kick plates	X		
Interior Finishes	Wall Coverings	Paneling ^[3]		X	
Interior Finishes	Wall Coverings	Wall coverings		X	
Interior Finishes	Wall Finishes	Minor touch-up painting	X		
Interior Finishes	Wall Finishes	Paint - Exterior	X		
Interior Finishes	Wall Finishes	Paint - Interior (cosmetic purposes) (Court-Exclusive Areas)		X	
Interior Finishes	Wall Finishes	Paint - Interior (non-cosmetic) (Shared Use/Common Areas)	X		
Interior Finishes	Wall Finishes	Wall/Sheetrock patching or repairing	X		
Landscaping	Fertilizing	Chemical lawn treatments	X		
Landscaping	Irrigation System	Landscaping irrigation system	X		
Landscaping	Plantings	Boulevard plantings	X		
Landscaping	Plantings	Shrubs/plantings/annuals	X		
Landscaping	Movable Furnishings	Employee/Office plants at work stations/bathrooms, etc.		X	
Mechanical	Energy Supply	Duct insulation	X		
Mechanical	Energy Supply	Heat exchanger	X		
Mechanical	Sanitary Waste	Waste water system	X		
Mechanical	Water Distribution	Faucets	X		
Mechanical	Water Distribution	Pipe insulation	X		
Mechanical	Water Distribution	Water fountains	X		
Mechanical	Water Equipment	Hot water heater	X		
Mechanical	Water Equipment	Water filters (As required by specific building wide distribution systems)	X		
Mechanical	Water Equipment	Water softener (building wide)	X		
Mechanical	Water Equipment	Water treatment	X		
Mechanical	Water Equipment	Drinking Water Dispensing equipment (temporary/mobile/countertop)		X	
Office Equipment	Communications & Security	Server hardware and LAN infrastructure		X	
Office Equipment	Communications & Security	Telephone system		X	
Office Equipment	Equipment	Shredder		X	
Office Equipment	Fixed Furnishings	Furniture (fixed)	X		
Office Equipment	Movable Furnishings	Bulletin or white boards		X	
Office Equipment	Movable Furnishings	Computer equipment		X	
Office Equipment	Movable Furnishings	Furniture (unfixed)		X	
Office Equipment	Movable Furnishings	Furniture moves		X	
Office Equipment	Movable Furnishings	Furniture set-ups		X	
Office Equipment	Movable Furnishings	High-density filing system		X	
Office Equipment	Movable Furnishings	Modular furniture		X	
Office Equipment	Equipment	Copier		X	
Office Equipment	Equipment	Printers		X	
Restroom	Floor Finishes	Carpet, VCT, Terrazzo, and bathroom floor material cleaning		X	
Restroom	Floor Finishes	Mopping or Cleaning spills or water overflow		X	
Restroom	Interior Specialties	Counter	X		
Restroom	Bath Accessories	Electrical hand driers (buy/provide)		X	
Restroom	Bath Accessories	Electrical hand driers (hang/re-hang)	X		

Table A – Building Systems

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management ¹	Trial Court Operations Funds ²	Office of Security (Special Funds)
Restroom	Bath Accessories	Paper towel dispensers (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		

DEFINITIONS:

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

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

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

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 8

Attachment 1

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

ATTACHMENT 8

Attachment 1

Building System Category	Subcategory	Building Components and Equipment	Real Estate and Facilities Management¹	Trial Court Operations Funds²	Office of Security (Special Funds)
Equipment	Surveillance	Digital video recording (DVR) 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		

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

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

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



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Discussion Item 1 – List E – Court-Funded Requests (CFRs)

Summary:

Review 1) Approved Court-Funded Facilities Requests (Facility Modifications and Leases); and 2) Cancelled Court-Funded Requests.

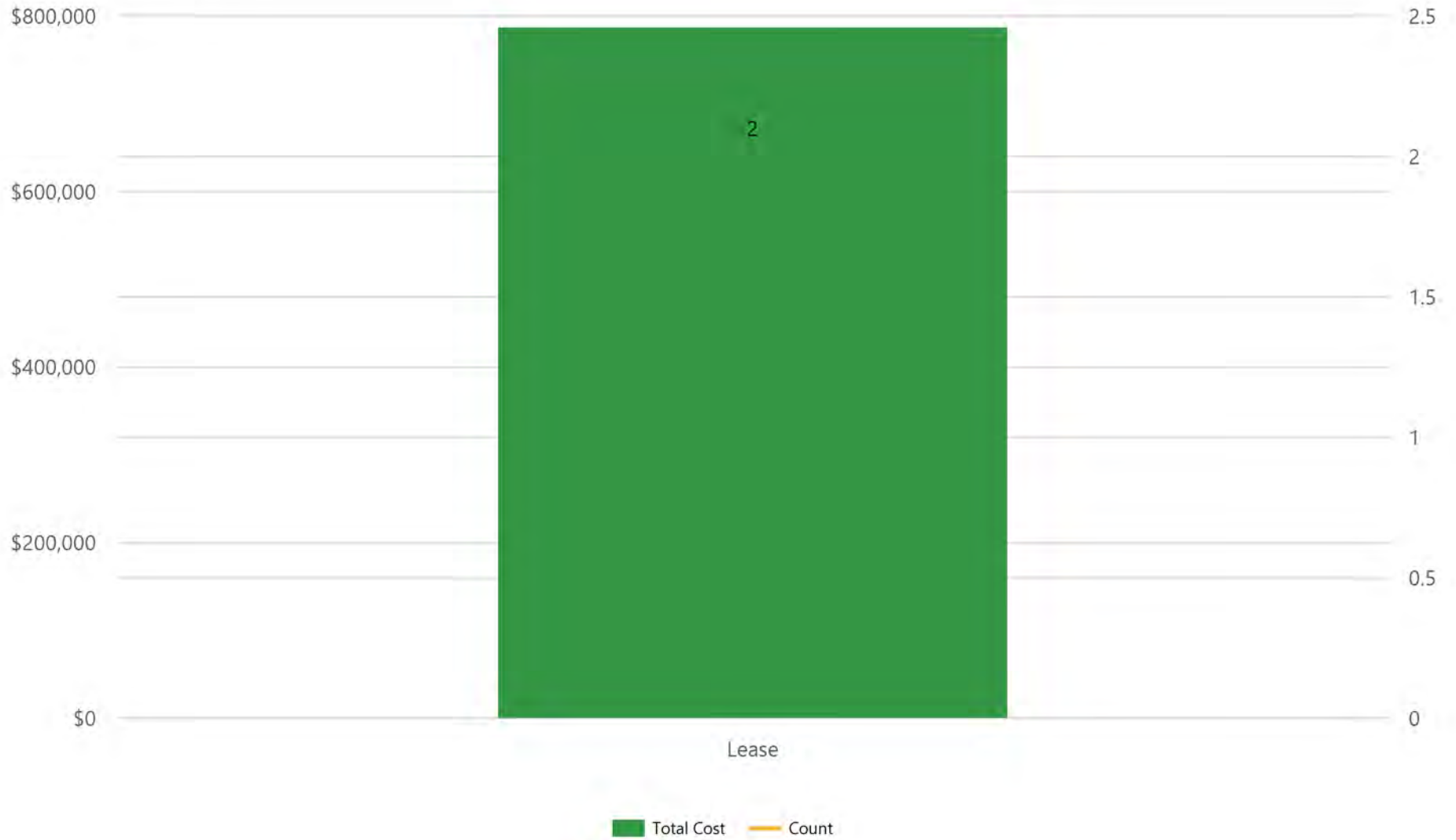
Facility Modification CFRs	0
Lease CFRs:	2
Small Project CFRs:	0
Total Approved CFRs	2
Cancelled CFRs:	0

Supporting Documentation:

- List E – Approved Court-Funded Facilities Requests; Cancelled Court-Funded Facilities Requests



List E Distribution





JUDICIAL COUNCIL
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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Item #	CFR Number	County	Building ID	Facility Name	Lease, License, or FM	CFR Description	Lessor	Lessee	CFR Term	Fund Source	Total CFR Commitment (CFR Term)	Status	Date Approved
Open CFRs													
1	15-CFR018	Kern	15-O1	Kern File Storage Facility	Lease	Lease of property at 5555 California Avenue.	SAFE 1 CREDIT UNION	Judicial Council	Ongoing	Special Revenue Non-Grant	\$641,140	Accepted	02/18/21
2	49-CFR013	Sonoma	49-B1	Empire Annex	Lease	One (1) year lease from February 1, 2021 through January 31, 2022 for 50% of the lease cost. The Judicial Council assumed transfer of this facility from the county and funds the remaining 50% of the total annual lease expenses.	Empire College, a California corporation	Judicial Council	1-Year	TCTF	\$145,570	Accepted	01/26/21
										Total:	\$786,710		



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Discussion Item 2 – List F – Funded Facility Modifications on Hold

Summary:

Standard list of previously funded facility modification projects on hold.

Supporting Documentation:

- List F – Funded Facility Modifications on Hold



JUDICIAL COUNCIL
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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Trial Court Facility Modification
List F - Funded FMs on Hold
6/1/2005 to 02/26/2021
Meeting Date 03/08/2021

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM SHARE OF COST	FACILITY MODIFICATION PROGRAM BUDGET % OF COST	TCFMAC APPROVAL DATE	DAYS PENDING*	ON HOLD FOR SHARED COST?
1	FM-0144915	Los Angeles	Torrance Annex	19-C2	2	DMF II - Roof - RCI - Remove roofing to structural decking and replace with Class-A Fire-rated 80 mil. single ply PVC membrane. The preliminary roof condition assessment report dated Oct. 2, 2020, indicates that multiple roofs are in fair to marginal condition with some roofs showing evidence of leaking and some roof areas showing signs of delamination where there has been water ponding.	\$ 515,478	\$ 438,878	85.14	12/7/2020	81	YES
2	FM-0143633	Napa	Historic Courthouse	28-B1	2	DMF II - Roof - RCI - Replace existing roof, gutters and skylights. Scope of services include Asbestos Contained Material (ACM) survey and preparation of abatement reports with recommendations if ACM is detected.	\$ 1,677,693	\$ 1,576,864	93.99	12/7/2020	81	YES
3	FM-0145082	Los Angeles	Inglewood Courthouse	19-F1	2	DMF II - Roof - Removal and replacement of roughly 23,300 sf of roofing which includes the Main Roof, the Penthouse Roof, and roofs over the Stairways and the building Entries with 80 mil PVC system and correct slope deficiency. Scope includes design, permit, demolition, abatement, abatement oversight, installation and inspection.	\$ 1,676,030	\$ 1,249,648	74.56	12/7/2020	81	YES
							\$ 3,869,201	\$ 3,265,390				

*Days Pending, as of 2/26/2021



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Information Item 1 – List B – Facility Modifications Under \$100K (Priority 2)

Summary:

There are currently 18 Priority 2 FMs Under \$100,000 with a Facility Modification program project cost of \$181,482. Due to budget constraints, staff is not recommending any projects for approval.

Supporting Documentation:

- List B – Facility Modifications Under \$100K (Priority 2)

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.



**JUDICIAL COUNCIL
OF CALIFORNIA**

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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Trial Court Facility Modification
FMs Under \$100K (List B)
12/30/2020 to 02/05/2021
Meeting Date 03/08/2021

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
1	FM-0063354	Kern	Bakersfield Juvenile Center	15-C1	2	Exterior Shell - Remove existing failing roof system down to roof deck at (19) 6'x6' locations. Prepare deck and walls for new roofing/flashing. Install new membrane over deck. Install new painted sheet metal over entire deck, install new drip edge and flash into existing building. Existing is original build and leak due to age & wear/tear. High lift equipment required due to height and location. Environmental survey and oversight included.	\$ 45,000	\$ 30,042	Deferred	66.76
2	FM-0144972	Los Angeles	Hollywood Courthouse	19-S1	2	Vandalism - Remove approximately 15sq. ft. of graffiti that is sprayed on the wall at the entrance to parking garage behind building.	\$ 127	\$ 116	Deferred	91.09
3	FM-0145018	Los Angeles	Torrance Courthouse	19-C1	2	Interior Finishes - GCI - Replace 50% of existing Jury Box Seating (14) w/new seating; relocate working seating to other Courtrooms to match.	\$ 18,654	\$ 18,654	Deferred	100
4	FM-0145021	San Bernardino	San Bernardino Justice Center	36-R1	2	Electrical - Replace 16 light fixtures with LED retrofit kits and light fixtures in 1st floor hallway, conference rooms, and breakroom. Existing light fixtures are obsolete and ballasts cannot be replaced, leaving the lights inoperable. Change in California regulations caused ballast to become obsolete.	\$ 19,140	\$ 19,140	Deferred	100
5	FM-0145060	Alameda	Hayward Hall of Justice	01-D1	2	Plumbing - Replace (1) heating hot water pipe fitting for leaking 3-inch union. Fitting is failing due to age and end of life.	\$ 9,995	\$ 8,826	Deferred	88.30
6	FM-0145094	Los Angeles	Edmund D. Edelman Children's Court	19-Q1	2	HVAC - Replace (1) set of bearings, seals, gasket and coupling insert for heating hot water. Hot water pump #6 is leaking due to failed bearings seals causing water to be on the deck.	\$ 3,598	\$ 2,518	Deferred	69.99



**JUDICIAL COUNCIL
OF CALIFORNIA**

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs Under \$100K (List B)
12/30/2020 to 02/05/2021
Meeting Date 03/08/2021

	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
7	FM-0145100	Orange	West Justice Center	30-D1	2	Plumbing - Storm Drain - Remove and replace approx. 10 ft of broken drain line piping. During rains water coming from broken drain is causing flooding and landscaping causing safety issue as the water spills onto the public sidewalk. Work includes necessary digging and cutting out of existing failed drain line.	\$ 2,723	\$ 2,469	Deferred	90.68
8	FM-0145113	Santa Clara	Santa Clara Courthouse	43-G1	2	Grounds and Parking Lot-Failed Parking Lot Pole Lights - Update 14 fixtures to LED - Isolate Electrical Circuit to Exterior Parking Lot Pole Lights and Landscape Pole Lights, Perform LOTO On Service Breakers, Provide 45' Aerial Man Lift to Reach Pole Light Covers, Remove Covers/Lamps and Failed Ballasts from Fixtures, Provide and Install (14) 100W Ballasts Bypass LED Fixture Lamps in Parking Lot Pole Lights, Provide and Install (12) 60W Ballasts Bypass LED Fixture Lamps in Landscape Pole Lights, Reinstate Electrical Circuits to Exterior Pole Lights and Test Operation. Adjust Lighting Controller as needed and Reinstate Exterior Pole Lights. Currently Affecting Exterior Parking Lot Lighting. - Lighting is currently 75% failure, replacement requires list, retrofit will reduce energy usage,	\$ 6,407	\$ 6,407	Deferred	100
9	FM-0145116	Los Angeles	El Monte Courthouse	19-O1	2	HVAC - Install 1-check valve for pneumatic compressor 1 and replace 1-air drier. Install 1-check valve and 1-auto drain for pneumatic compressor 2. Compressors do not have check valves and back feed into each other, causing the tank not to drain properly.	\$ 4,353	\$ 2,530	Deferred	58.12
10	FM-0145130	Los Angeles	Pasadena Courthouse	19-J1	2	Grounds and Parking Lot - Grind down and smooth out concrete and asphalt trip hazards from Judges' parking lot and adjacent courtyard. Work area is approximately 3,057 square feet. There are numerous uneven paved areas in the parking lot and courtyard, creating trip hazards.	\$ 9,249	\$ 6,414	Deferred	69.35



**JUDICIAL COUNCIL
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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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Trial Court Facility Modification
FMs Under \$100K (List B)
12/30/2020 to 02/05/2021
Meeting Date 03/08/2021

	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
11	FM-0145132	Sacramento	Carol Miller Justice Center Court Facility	34-D1	2	Grounds and Parking Lot Repair/replace irrigation system on South side of building (Strip of landscaping near carwash). The irrigation system is functional but doesn't cover the full area of grass and suspect there is one or more of the lines damaged causing restriction of the flow.	\$ 7,584	\$ 7,584	Deferred	100
12	FM-0145148	Los Angeles	Bellflower Courthouse	19-AL1	2	Fire Protection - Replace (27) sprinkler heads, (3) sprinkler escutcheons, (1) leaking Inspection Test Valve (ITV), 1 of leaking sprinkler piping and lower (1) sprinkler head. Sprinkler heads are corroded, test valve and piping are leaking. All deficiencies found during annual performing preventative maintenance.	\$ 6,205	\$ 4,836	Deferred	77.94
13	FM-0145160	Kern	Bakersfield Superior Court	15-A1	2	Elevators, escalators, & hoists- Replace 3-interlocks for wheelchair lift in department 12. The strikes for the interlocks have worn over time, causing poor contact, and resulting in unsafe operation. The lift has been shut down for safety.	\$ 19,515	\$ 19,515	Deferred	100
14	FM-0145170	Los Angeles	El Monte Courthouse	19-O1	2	HVAC - Replace 1-media fill kit, 32-counterflow eliminators, 12-air inlet louvers, and 1 set of laterals for cooling tower 2. Equipment needs to be replaced due to sediment build-up that has reduced cooling tower efficiency to 24%.	\$ 55,139	\$ 32,047	Deferred	58.12
15	FM-0145223	Los Angeles	Van Nuys Courthouse West	19-AX2	2	HVAC - Replace (1) refrigerant regulator valve, (1) filter dryer & 5LBS of R22 refrigerant for the package unit for the 2nd floor IT room 220. The valve & dryer failed causing the unit to fail & freeze the entire unit which caused condensation to leak onto the floor of the IT Room. Portable unit installed temporarily.	\$ 9,599	\$ 7,725	Deferred	80.48
16	FM-0145227	San Bernardino	Fontana Courthouse	36-C1	2	Vandalism - Remove approximately 15 sq. ft. of graffiti from the flag pole.	\$ 490	\$ 407	Deferred	83.13



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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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Trial Court Facility Modification
FMs Under \$100K (List B)
12/30/2020 to 02/05/2021
Meeting Date 03/08/2021

	FM NUMBER	LOCATION	FACILITY NAME	BUILDING ID	PRIORITY	SHORT TITLE	TCFMAC FUNDED COST	FACILITY MODIFICATION PROGRAM BUDGET SHARE OF PRELIMINARY ESTIMATE	JOB STATUS	FACILITY MODIFICATION PROGRAM BUDGET % OF COST
17	FM-0145251	Los Angeles	Alhambra Courthouse	19-I1	2	Grounds and Parking Lot - Replace 1000 linear feet of low voltage irrigation electrical lines from 6 valves to the irrigation sprinklers. Three zones have lost power affecting irrigation sprinklers. Irrigation electrical lines have failed due to age and are original to the building.	\$ 6,563	\$ 5,644	Deferred	86.00
18	FM-0145272	Los Angeles	Norwalk Courthouse	19-AK1	2	HVAC - Replace 1-burner, 1-ignitor, (1) refractory panels including insulation for HVAC boiler #1. Equipment failed due to age and was found during preventive maintenance.	\$ 7,771	\$ 6,608	Deferred	85.03
							\$ 232,112	\$ 181,482		



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

Meeting Date: 03/08/2021

Information Item 2 – List D – Priority 2 Facility Modifications Over \$100K and Priority 3 Facility Modifications

Summary:

There are currently 26 Priority 2 FMs over \$100,000 with a Facility Modification Program project cost of \$18,528,851. Due to budget constraints, staff is not recommending any projects for approval.

Supporting Documentation:

- List D – Facility Modifications Over \$100K Report

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.



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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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Trial Court Facility Modification
FMs \$100K and greater (List D)
6/1/2005 to 02/17/2021
Meeting Date 03/08/2021

	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-0145115	Kern	Bakersfield Superior Court	15-A1	2	Elevators, escalators, & hoists-Remove and replace worn down escalator step chain. Calibrate system. Lubricate all points of friction. Test multiple times. All work to be performed on off hours time so as not to interfere with Court proceedings. Step chain is worn due to normal wear and tear and is in need of replacement.	\$ 111,900	\$ 69,938	\$ 69,938	45	62.50
2	FM-0144910	Los Angeles	Santa Monica Courthouse	19-AP1	2	HVAC - Repair and replacement of critical HVAC components due to repeated failure. This includes the Refrigerant Monitoring System, dampers/controllers for AHUs, VFD transducers, AHU coils and miscellaneous filters and piping repairs.	\$ 500,000	\$ 392,450	\$ 462,388	65	78.49
3	FM-0144278	Alameda	Juvenile Justice Center	01-C3	2	HVAC - County Managed - Replace (1) 8.5MBTU/hr. Boiler w/2 new, 5 MBTU/hr. Boilers, replace (4) domestic hot water heaters (DHWH) w/1 new 1.5 MBTU/hr. and 1 new 2.0 MBTU/hr. On-demand DHWH. BAAQMD issued notice of violation for existing boilers, they cannot be retrofitted to comply w/requirements.	\$ 194,370	\$ 21,633	\$ 484,021	70	11.13
4	FM-0144194	Los Angeles	Torrance Courthouse	19-C1	2	Exterior Shell - GCI - Remove and reseal north exterior shell with new sealant and caulking due to failure of weather north protection system. There have been multiple rain events resulting in damaged interior space due to failure of sealants and caulking.	\$ 250,000	\$ 212,850	\$ 696,871	70	85.14
5	FM-0144530	Riverside	Southwest Justice Center	33-M1	2	Exterior Shell - Repair exterior stucco finish on East facing facade of jury assembly patio and South facing 2nd floor employee patio that leak during rains. Work includes removal and replacement of failed wet seals, repair of vertical and horizontal reglets, repair of cracks in stucco and replacement of parapet joints. Use of boom lift and swing stage will be required.	\$ 157,155	\$ 120,066	\$ 816,937	70	76.40



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

DRAFT

Trial Court Facility Modification
FMs \$100K and greater (List D)
6/1/2005 to 02/17/2021
Meeting Date 03/08/2021

	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
6	FM-0142179	Los Angeles	Compton Courthouse	19-AG1	2	Grounds & Parking Lot - Phase 2 construction - Install new waterproofing around 2 plaza stair structure. Replace drywall and metal framing as necessary within stair structure. Interior damage is due to leak.	\$ 840,581	\$ 555,876	\$ 1,372,814	70	66.13
7	FM-0057737	Kern	Bakersfield Superior Court	15-A1	2	Exterior plaza - GCI - Phase 2 Construction - Waterproofing between plaza and concrete garage below has deteriorated over time such that water is penetrating to the parking garage resulting in damage to vehicles. Scope of work includes removal of planters and waterproofing membrane.	\$ 1,848,265	\$ 1,155,166	\$ 2,527,979	70	62.50
8	FM-0061842	San Diego	North County Regional Center - South	37-F1	2	COUNTY MANAGED - Electrical - Phase 2 Construction - Existing generator uses old cooling tower infrastructure that is inadequate and causes generator to overheat. Cost is too high to convert to an integral system. This generator provides emergency power to critical equipment in the central plant and jail. Cooling tower is collapsing in on itself and has become a safety concern. Without generator, central plant cannot function as designed.	\$147,700.00	\$ 147,700	\$ 2,675,679	70	100
9	FM-0144699	Los Angeles	Pasadena Courthouse	19-J1	2	Electrical - Contractor will provide services associated with the removal and replacement of the existing underground storage tank with an above-ground storage tank and associated piping.	\$ 387,375	\$ 268,645	\$ 2,944,324	71	69.35
10	FM-0144700	Los Angeles	Whittier Courthouse	19-AO1	2	Electrical - Contractor will provide services associated with the removal and replacement of the existing underground storage tank with an above-ground storage tank and associated piping.	\$ 296,258	\$ 256,056	\$ 3,200,379	71	86.43
11	FM-0142909	Los Angeles	Alhambra Courthouse	19-I1	2	Exterior Shell - GCI - Replace 34 horizontal beams and paint/patch 16 vertical beams on the south elevation of the courthouse, including labor, materials and equipment. The horizontal beams are beginning to fail, spall, and crack, causing a safety hazard.	\$ 394,660	\$ 339,408	\$ 3,539,787	75	86.00



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Trial Court Facility Modification
FMs \$100K and greater (List D)
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12	FM-0144287	Alameda	Wiley W. Manuel Courthouse	01-B3	2	COUNTY MANAGED - HVAC - Replace (3) existing 6,500 MBH Boilers w/new, install new infrastructure including multiple isolation valves and tie-ins to allow for phased staging removal/replacement, all work to be completed after-hours and weekends. Current 40+ yr. old boilers are failing and require replacement.	\$ 2,172,683	\$ 2,172,683	\$ 5,712,470	75	100
13	FM-0145007	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	GCI - Plumbing - Provide demo, removal, and replacement of mechanical piping system as it relates to chilled and hot water air separators, hot water expansion tank, and flush clean loop system to prevent future failures and leaks.	\$ 700,000	\$ 481,530	\$ 6,194,000	76	68.79
14	FM-0145006	Los Angeles	Stanley Mosk Courthouse	19-K1	2	GCI-Plumbing: All required construction activities to install new isolation valves for the Cogen system including trenching, temporary power, line stops to CW, and two butterfly valves so that maintenance can be performed on building Mechanical and Plumbing Systems. Currently unable to isolate building from Cogen.	\$ 600,000	\$ 583,560	\$ 6,777,560	76	97.26
15	FM-0144417	San Diego	North County Regional Center - South	37-F1	2	COUNTY MANAGED - Roof - Install approx. 55k sq. ft. of 60-mil RPVC membrane over existing roof (same type) of the North County Regional Centers South building. The roof is original to the building (22 years), has deteriorated, is beyond repair, and has reached its end of life.	\$ 201,720	\$ 201,720	\$ 6,979,280	77	100
16	FM-0144763	San Bernardino	Rancho Cucamonga Courthouse	36-F1	2	COUNTY MANAGED- Plumbing- Replace (7) 2.5 inch isolation valves that are difficult to close and in some cases don't close to complete repairs. Replacing the valves on each floor will enhance flow logic and reduce water damage that may occur during a repair.	\$ 190,125	\$ 190,125	\$ 7,169,405	80	100



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17	FM-0142908	Riverside	Hall of Justice	33-A3	2	Elevators, Escalators, & Hoists - GCI - Phase 2 Construction - Renovate eight (8) elevators including: (4) passenger, (2) custodial, and (2) judges elevators, while retaining the cars themselves. Scope to include material, labor and services, plan review, permit, inspection, and ACM abatement with overtime work.	\$ 5,931,792	\$ 5,931,792	\$ 13,101,197	80	100
18	FM-0144225	Kern	Bakersfield Superior Court	15-A1	2	Roof - Tear off and re-roof two entrance canopies with Class-A fire-rated 80 mil PVC single ply system. These locations were omitted from DMF re-roof project.	\$ 199,205	\$ 124,503	\$ 13,225,700	80	62.50
19	FM-0143087	Nevada	Nevada City Courthouse	29-A1	2	County Managed - Roof - The coating on the entire roof has passed its serviceable life. It is currently in a degraded state with water leaks during rains. It is in need of a complete restoration process. The restoration process proposed is a less expensive option and gains the same expected serviceable life as a complete new roof system.	\$ 122,071	\$ 122,071	\$ 13,347,771	80	100
20	FM-0143201	Nevada	Nevada City Courthouse Annex	29-A2	2	County Managed - Roof - The coating on the entire roof has passed its serviceable life. It is currently in a degraded state with water leaks during rains. It is in need of a complete restoration process. The restoration process proposed is a less expensive option and gains the same expected serviceable life as a complete new roof system.	\$ 104,989	\$ 104,989	\$ 13,452,760	80	100
21	FM-0142147	Placer	Historic Courthouse	31-A1	2	COUNTY MANAGED - HVAC - Replace nineteen (19) heating unit ventilators that serve the four floors - Based on VFA assessments and useful life of building system assets.	\$ 141,711	\$ 141,711	\$ 13,594,471	90	100



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22	FM-0144577	Imperial	Winterhaven Court	13-D1	2	Grounds and Parking Lot - Replace concrete, block walls, and asphalt areas due to them failing and creating a trip and safety hazard. Decorative block walls are loose & will fall over under stress, concrete planters are crumbling & falling apart, concrete sidewalks & asphalt are all crumbling with several pot holes. Areas are failing due to years of extreme weather exposure.	\$ 183,557	\$ 183,557	\$ 13,778,028	95	100
23	FM-0142947	Los Angeles	Clara Shortridge Foltz Criminal Justice Center	19-L1	2	Interior Finishes - GCI - Remove and Replace failing ceiling tiles in public areas, courtrooms, judges offices, jury rooms, and corridors. This includes phased per floor with containment and negative air machines during abatement and replacement.	\$ 1,280,730	\$ 881,014	\$ 14,659,042	100	68.79
24	FM-0142953	Los Angeles	Compton Courthouse	19-AG1	2	Interior Finishes - GCI - Remove and Replace failing ceiling tiles in public areas, courtrooms, judges offices, jury rooms, and corridors. This includes phased per floor with containment and negative air machines during abatement and replacement.	\$ 970,000	\$ 641,461	\$ 15,300,503	100	66.13
25	FM-0142971	Los Angeles	Norwalk Courthouse	19-AK1	2	Interior Finishes - Remove and Replace failing ceiling tiles in public areas, courtrooms, judges offices, jury rooms, and corridors. This includes phased per floor with containment and negative air machines during abatement and replacement.	\$ 898,000	\$ 763,569	\$ 16,064,072	100	85.03
26	FM-0143454	San Diego	South County Regional Center	37-H1	2	COUNTY MANAGED - EVCI - Escalators - Elevators - Replace four (4) escalators and two (2) public elevators which serve 2nd & 3rd floors, due to multiple failures. Systems are 40+ years old and have reached the end of their useful life. Work will not start until FY 20/21.	\$ 2,464,779	\$ 2,464,779	\$ 18,528,851	110	100