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**SUPERIOR COURT OF CALIFORNIA
COUNTY OF MONTEREY
SOUTH MONTEREY COURTHOUSE
SITE ACQUISITIONS PHASE
Draft Report | December 13, 2010**

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REPORT

Executive Summary

The County of Monterey lies along the central coast of California, approximately halfway between San Francisco and Los Angeles. While most of the county's population resides along Monterey Bay and the northern portion of Salinas Valley, the remaining central and southern portions of Salinas Valley have been growing steadily. Cities like Soledad, Greenfield, and King City that are located on the U.S. Highway 101 corridor have all experienced significant growth the past decade and continue to experience moderate growth today. The new South Monterey Courthouse will serve the needs of this growing region. Several sites in Soledad, Greenfield, and King City were considered for the new courthouse, and ultimately a site in Greenfield near the city's newly constructed City Hall was selected.

Mark Cavagnero Associates and their consultants, worked with the AOC and the Monterey County Superior Court to develop the space program and concept for the new three courtroom courthouse on the 3.5 acre Greenfield site. In addition, the consultants prepared a site survey, geotechnical report, preliminary cost estimate, and draft schedule for the upcoming Preliminary Plans Phase.

As part of the programming effort, the consultants, the AOC, and court representatives toured several recently completed state courthouses including Placer County, Sacramento County, Contra Costa County, and Santa Clara County facilities. Although these examples varied in scale, function, and typology, they all provided some relevant operational and program approaches and valuable lessons learned. Based on the court's needs and insight from the recent tours the group developed the space program. Several meetings were held with the County Sheriff Department and the California Department of Corrections and Rehabilitation to ensure the new courthouse will be able to serve both jail and prison in-custody defendants.

Mark Cavagnero Associates analyzed the region, site, and program and developed a general approach and then three test-fit concepts for the Greenfield site. The concepts investigated site access, building massing, and program organization/adjacencies. The AOC and the court reviewed the three test-fit concepts and selected a preferred concept. Next, Mark Cavagnero Associates developed several alternative programmatic layouts within the selected concept and the AOC and court selected a preferred layout.

The preferred concept is the culmination of the project participants' collaboration throughout the Site Acquisitions Phase. It demonstrates the qualities of the program and site as a rational and efficient layout within a compact and site-sensitive form. And based on the preliminary cost estimate prepared by Davis Langdon Associates and assuming a start of construction in December 2012, the 47,000 square foot courthouse fits within the \$37M design budget established by the AOC.

Program

The programming consultant, Jay Farbstein and Associates, working closely with the AOC, the Monterey County Superior Court, the County Sheriff Department, the California Department of Corrections and Rehabilitation representatives, and Mark Cavagnero Associates developed the detailed program for the South Monterey Courthouse.

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Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
COURT SETS / JUDICIARY					
Court Sets					
Courtroom Large	2,200		1	2,200	High volume & voir dire; 90 seats
Courtroom Multi-purpose (jury)	1,750		2	3,500	
Subtotal Courtrooms		0	3	5,700	
Subtotal Department Area (add 25%)				7,125	
Subtotal Gross Area (add 35%)				9,619	
Jury Deliberation Suite	410		2	820	1 toilet, kitchenette & closet
Attorney/Client/Witness Rooms	100		6	600	
Shared Courtroom Holding	140		2	280	2 cells, 1 non-contact interview room
Courtroom Waiting	200		3	600	
Exhibit Storage Closet	40		3	120	
Drug Test Toilet	50		1	50	Near courtrooms; probation officers administer
Subtotal Court Sets				2,470	
Subtotal Department Area (add 20%)				2,964	
Subtotal Gross Area (add 35%)				4,001	
Subtotal Courtrooms/Court Sets		0		8,170	
Subtotal Department Area (add 20%)				10,089	
Subtotal Gross Area (add 35%)				13,519	

Operational Considerations

- One larger courtroom will be used for multi-litigant cases, traffic, arraignments, felonies, and misdemeanor cases.
- From the designated criminal courtroom, the superior court will continue to conduct video arraignments of persons held in the county jail facility (in Salinas) and will also be able to conduct them for prisoners in either of the two state prisons in the city of Redwood (i.e., the Correctional Training Facility and the Salinas Valley State Prison).
- When possible, calendars involving state prison inmates are scheduled on a specific day of each week.
- Attorneys typically consult with CDCR inmates during court time.
- A courtroom holding cell will be used for drug testing of in-custody defendants.

Design Requirements

- In multi-purpose courtrooms, provide seating for 48 spectators per courtroom.
- In the large courtroom, provide well space for 10-15 support personnel and two tables. Provide seating for 90 spectators.
- Bench seating is acceptable for spectators.
- The layout should facilitate seating groups of inmates in separate areas of the courtroom.
- Natural light is appreciated in the courtroom, but is not essential if artificial lighting is adequate.
- The judge's and witness' speech should be intelligible to everyone seated in the courtroom.
- A center bench configuration is preferred. To facilitate the seating of fines between the judge and clerk, limit the height difference between them to six inches and consider turning the clerk's workstation to bring the two closer to each other. The judge's bench should be about seventeen inches above the well.
- Provide raised access floors to accommodate cabling.
- Provide a bailiff workstation near the jury box and clerk, rather than the traditional location near the defense table.
- Provide two holding cells in the custody cores adjacent to initial and future courtrooms. Provide a non-contact attorney/client conference room or design one of the cells in custody cores to serve that purpose.
- Access to attorney/client/witness rooms will be from the public corridor. Provide view panels in or beside doors to these rooms.
- Provide a bathroom for inmate collection in public corridor centrally located to all courtrooms, sized to accommodate the user and an escort, with a locking cabinet.
- Access to and from jury deliberation suites will be controlled by bailiffs. Access to the toilet room within each suite will be through a vestibule so there is some separation and privacy from the deliberation area.
- The courtroom technology/equipment will be housed in racks in courtroom cabinets and connected to a single centralized telecom/computer room.

Judiciary/Courtroom Support					
Judicial Chambers (includes toilet and closet)	400	3		1,200	
Conference Room/Legal Collection	240		1	240	Locate for staff access
Judicial Break Area	20		1	20	Coffee counter with sink
Copy/Workroom/Supply Alcove	50		1	50	Storage cabinets
Subtotal Judiciary/Courtroom Support		3		1,510	
Subtotal Department Area (add 25%)				1,888	
Subtotal Gross Area (add 35%)				2,549	

Design Requirements

- Visitors to judges' chambers will use reception waiting area at Court Administration.
- Locate courtroom clerks' offices so as to monitor and control access to judges' chambers. Paired clerks and paired chambers are acceptable.
- Each judge's chambers will be near and on the same floor as their assigned courtroom.
- Judicial chambers will be buffered from the restricted corridor to reduce impact of noise on judges.
- Windows in judges' chambers will have clear views out and restricted views in. Use bullet-resistant glazing.
- Avoid having the door to the judge's bathroom open directly onto the chambers' main work area.
- Provide staff access to conference room/legal collection.

Total Court Sets/Judiciary					
Total Court Sets/Judiciary Net Area		3		9,680	
Total Court Sets/Judiciary Department Area				11,977	
Total Court Sets/Judiciary Gross Area				16,169	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
COURT ADMINISTRATION (CENTRAL ADMIN. IN SALINAS)					
Executive Office					
Shared Administrative Office	120	1		120	
Court Manager	140	1		140	
Hotel Workstation	64	1		64	
Information Services					
IS Work Room/Storage	100		1	100	
Shared Support					
Reception Waiting Area	60		1	60	
Training Room	320		1	320	
Total Court Administration		3		804	
Department Area (add 25%)				1,005	
Gross Area (add 35%)				1,357	

Operational Considerations

- Public access to administrative functions will be provided via an escort assigned at the public counter.
- The Court Manager will directly supervise each court division: criminal, traffic, and civil.
- The superior court's main information services infrastructure is located in the Salinas Court Complex, with back-up located in the Marina Courthouse.

Design Requirements

- Locate Court Administration contiguous with the Court Clerk's Office.
- Provide a minimum of ten permanent computer workstations in training room.

SUPPORT SERVICES					
Courtroom Clerks	64	3		192	
Courtroom Clerks Pool	64	3		192	Located with clerks
Bailiffs	0			0	1 workstation in each courtroom
Court Reporters	60			180	1 lockable room for 3
Interpreter	60	3		180	
Total Support Services		15		744	
Department Area (add 25%)				930	
Gross Area (add 35%)				1,256	

Design Requirements

- Workspace for an assigned courtroom clerk will be located with each courtroom (see additional comments in the Judiciary/Courtroom Support section). The balance of courtroom clerks will be in a pool in the Court Clerk's Office.
- Locate court reporters on a restricted corridor near the courtrooms.
- A shared workroom for staff interpreters will be located on a restricted corridor convenient to the courtrooms.

COURT CLERKS' OFFICE					
Criminal Division					
Court Services Assistant IV	100	1		100	
Court Services Assistant I/II/III	64	7		448	
Account Clerk I/II	120	1		120	Lockable office with safe, no exterior
Court Services Support Staff ¹	64	3		192	
Service Counter Area					
Counter workstation (unassigned)	48		2	96	
Queuing Area	14		16	224	
Workcounter/Form Storage	60		1	60	
Photocopier/Printers (staff support)	20		1	20	
CLETS	48		1	48	
Total Criminal Division		12		1,308	
Department Area (add 30%)				1,700	
Gross Area (add 35%)				2,295	

- 1 Additional staff have been allocated to support the additional case processing that will be relocated from the Salinas Court Complex.
- 2 These staff persons currently support the existing courtrooms in King City. They enter dispositions of cases into electronic records for use by the DOJ and by the AOC.

Civil Division					
Court Services Assistant IV	100	1		100	
Court Services Assistant I/II/III	64	3		192	
Service Counter Area					
Counter workstation (unassigned)	48		2	96	
Queuing Area	12		16	192	
Workcounter/Form Storage	60		1	60	
Photocopier/Printers (staff support)	20		1	20	
Total Civil Division		4		660	
Department Area (add 30%)				858	
Gross Area (add 35%)				1,158	

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Traffic/Small Claims Division					
Court Services Assistant IV	100	1		100	
Court Services Assistant I/II/III	64	3		192	
Service Counter Area (Traffic)					
Counter workstation (unassigned)	48		2	96	
Counter workstation (Traffic School)	48		1	48	
Queuing Area	14		15	210	
Workcounter/Form Storage	60		1	60	
Photocopier/Printers (staff support)	20		1	20	
Total Traffic / Small Claims		4		726	
Total Department Area (add 30%)				944	
Total Gross Area (add 35%)				1,274	

Records Management Unit					
Active Files; 42" x 7 shelf units	12		28	336	
File Scanning Station	40		2	80	
File Staging Area	60		2	120	
Sorting Workstation	40		2	80	
File Carts	2		3	6	
Public Document Review	150		1	150	
Case Retention/Exhibits Storage	200		1	200	
Copy/Work Room	200		1	200	Shared with all divisions of Court Clerk's Office
Total Records Management Unit				1,172	
Total Department Area (add 30%)				1,524	
Total Gross Area (add 35%)				2,057	

Operational Considerations

- Incorporate a smart queuing system.
- The Account Clerk I/II office doubles as a balance room.

Design Requirements

- Provide seven counter stations total for criminal, civil, and traffic/small claims clerks.
- Set platform at counter workstations to eyelevel of standing client with normal height counter for clerks. Provide full height glass with a paper pass and speaker between the clerks and the public. On the clerks' side, provide a counter no more than 18 inches deep and a built-in cash drawer.
- Install a forms display for the public near the counter workstations.
- Provide a screen wall, furnishings, or one way glass behind the counter workstations so the public does not have a view of clerical areas beyond.
- Provide supervisors (court services assistant IVs) with enclosed offices with a view of assigned clerical workstations.
- Provide panels between clerical workstations of approximately 42 inches in height to provide communication among clerks and approximately 62 inches in height at aisles to provide privacy.
- Configuration or enclosure of CLETS workstation must prevent unauthorized persons from viewing the monitor.
- Provide a secure and separated room for public document review with a paper box connected to the clerk's office. It should accommodate two computers, two microfiche readers, two tables and seating for one. Access to the room is by a remotely operated lock controlled from the clerk's office and an audible alarm when exiting with a clerk's designation. On the clerk's side, provide a worktable and file shelf for cleaning files.
- A clerical workstation should be located adjacent to case retention/exhibits storage for convenience and control access.
- Locate the copy/work room for convenient use by staff in the Clerk's Office, and Court Administration.
- Provide high-density file storage.

COURT AND BUILDING OPERATIONS					
Public Area					
Entry Vestibule	100		1	100	
Security Screening Queue	14		20	280	
Weapons Screening Station	250		1	250	
Security Contractor Office	100		1	100	Building entrance security staff are provided by private contractor
Interview Room	64		1	64	
Secure Public Lobby	400		1	400	
Information Kiosk or Counter	42		1	42	
Public Vending Alcove	80		1	80	
Subtotal Public Area		0		1,316	
Subtotal Department Area (add 10%)				1,448	
Subtotal Gross Area (add 35%)				1,955	

Design Requirements

- Provide overall visual access to building functions from the point the public emerges from security screening, especially stairs and elevators.
- The public vending alcove should be located convenient to the secure public lobby and jury assembly area.

Court Security Operations					
Management Office (Lieut., Sergeant)	120		1	120	
Deputy Work Area	128		1	128	
Men's Locker/Shower/Toilet Room	135		1	135	
Women's Locker/Shower/Toilet Room	135		1	135	
Subtotal Court Security Screening		0		518	
Subtotal Department Area (add 25%)				648	
Subtotal Gross Area (add 35%)				875	

Design Requirements

- Provide secondary building monitors near the security screening station.
- Locate the Court Security management office close to the security screening station.
- The door to the interview room should be convenient to the security screening station but not open directly to the public lobby.
- Provide four full-height law enforcement lockers in each locker/toilet/shower room.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Jury Assembly Area					
Jury Processing					
Check-in Counter Station	64		2	128	
Queuing Area (25% of jury call)	14		23	322	
Forms Counter (10% of jury call)	5		9	45	
Copier/Printer/Supplies/Active Files	80		1	80	
Jury Assembly/Waiting					
General Seating	12		106	1,272	Call of 120
Computer Carrel	20		10	200	
Table Seating	20		4	80	
Subtotal Jury Assembly Area		0		2,127	
Subtotal Department Area (add 25%)				2,659	
Subtotal Gross Area (add 35%)				3,590	

Operational Considerations

- The jury assembly area should also be suitable for general informational staff meetings and training.
- The jury assembly area should have access to the public vending alcove.

Design Requirements

- Access to the check-in counter stations will be secured when they are not in use. Provide a means to secure each check-in window independently when not in service.
- Provide for natural light in the assembly area.
- The jury assembly area should have access to the public vending alcove and public restrooms.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Alternative Dispute Resolution Center					
Settlement Conference Room	200		1	200	Locate with Self-Help
Caucus Room	100		1	100	
Reception/Waiting	100		1	100	
Subtotal Alternative Dispute Resolution Center				400	
Subtotal Department Area (add 25%)				500	
Subtotal Gross Area (add 35%)				675	

Operational Considerations

- The settlement conference room can also be used for mediations and the Self-Help Service Center for orientations.

Design Requirements

- Locate the Alternative Dispute Resolution Center adjacent to the Self-Help Service Center. Their respective waiting areas should be contiguous for flexibility, but the configuration and furnishings can be used to provide separation between incompatible groups.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Self-Help Service Center					
Resource Staff	64	1		64	
Self-Help Attorney/ADR Office	120	2		240	
Copy/Printer/Supplies	40		1	40	Staff use
Reception/Waiting Area	10		9	90	
Computer Workstation	40		2	80	
Book Shelving	10		6	60	
Work Table w/ Seating	92		1	92	6 seats
Subtotal Self Help Service Center		3		666	
Subtotal Department Area (add 25%)				833	
Subtotal Gross Area (add 35%)				1,125	

Operational Considerations

- The Self-Help Service Center uses the settlement conference room in the Alternative Dispute Resolution Center.

Design Requirements

- Locate the Self-Help Service Center adjacent to the Alternative Dispute Resolution Center. Their respective waiting areas should be contiguous for flexibility, but the configuration and furnishings can be used to provide separation between incompatible groups.
- Provide child-friendly elements in the reception/waiting area and/or coordinate the location of the Child Waiting Area for visual contact by users of the Self-Help Service Center.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Court Support					
Mail Processing and Distribution Center	150		1	150	
Staff Break Room	250		1	250	
Staff Lactation Room	64		1	64	
Staff Shower/Restroom (1M/1F)	80		2	160	
Subtotal Court Support		0		624	
Subtotal Department Area (add 10%)				686	
Subtotal Gross Area (add 35%)				926	

Design Requirements

- Locate an outdoor area (within the perimeter of the building that has been screened for weapons) adjacent to the staff break room.
- Provide a work counter with sink and base cabinets and space with stub-outs for a dishwasher (N.I.C.) and refrigerator (N.I.C.) in the break room.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Related Justice Agency Space					
Agency Hoteling Office Space	100		2	200	
Agency Hoteling Interview Carrels	70		2	140	
Subtotal Justice Agency		0		340	
Subtotal Department Area (add 5%)				357	
Subtotal Gross Area (add 35%)				482	

Operational Considerations

- Hoteling offices and interview carrels are available on a first-come-first-served basis for agency representatives appearing in court or providing follow-up services such as prosecutors, public defenders, probation officers, Health and Human Services, etc.

Design Requirements

- Agency hoteling interview carrels can be conceptualized as a hospital admission desk.

Children's Waiting Room					
Child Waiting Room	120		1	120	
ADA Restroom	46		1	46	
Subtotal Children's Waiting Room		0		166	
Subtotal Department Area (add 5%)				199	
Subtotal Gross Area (add 35%)				269	

Operational Considerations

- An adult must accompany any child using the Children's Waiting Room.
- Dual use is acceptable when not needed for a child testifying in court, for example for use by children of parents using self-help resources, provided they can provide the necessary visual supervision.

Design Requirements

- Locate the Children's Waiting Room near or adjacent to the Self-Help Service Center and convenient to Alternative Dispute Resolution Center.

In-Custody Holding					
Pedestrian Sallyport	80			80	
Control Room			1	200	
Central Holding					
Group Holding - Adult	100		2	200	
Individual Holding - Adult	60			420	
Attorney/Detainee Interview Rooms	60		2	120	
Attorney Vestibule/Reception/Waiting	60		1	60	
Storage Room	60		1	60	
Staff Restroom	60		1	60	
Subtotal In-Custody Holding		0		1,200	
Subtotal Department Area (add 35%)				1,620	
Subtotal Gross Area (add 35%)				2,187	

Operational Considerations

- This facility is planned to handle cases generated by JTF-Sole and Salinas Valley State Prison. Current practice of having calendars dedicated to local state prison cases is expected to continue.
- County detainees and each state prison's inmates are considered separate classifications, and will be held in separate cells. Calendars can also be organized to help maintain separations between these groups.
- It will be rare for juveniles to be housed in this facility, but required sight and sound separation must be provided if and when it does happen. Secure corridors and elevators to In-Custody Holding and the courtrooms can be used for both juveniles and adults, but not at the same time, under the direction of the control room.
- Custody officers can be armed in the vehicular sallyport, public areas of the courthouse, and in the courtrooms themselves, but not within the secure perimeter of detention areas including secure elevators and corridors.

Design Requirements

- The preferred organization of In-Custody Holding is cells arrayed around a raised control room.
- A zone for holding juveniles will have one individual holding cell for occasional use by in-custody juveniles and typical use by adults. When used for juveniles, the holding cell must be accessed from the pedestrian sallyport and access courtrooms without going through areas with holding cells occupied by adults. When used for adults, it must be readily supervised with the rest of the holding area.
- The In-Custody Holding area's storage room will have space and power for a refrigerator to store detainee lunches.

Inactive Records Storage					
Inactive Files/Microfilm Storage	400		1	400	
Subtotal Records Storage		0		400	
Subtotal Department Area (add 5%)				420	
Subtotal Gross Area (add 35%)				567	

Operational Considerations

- Storage requirements assume that most archived storage is off site, until funding is available to store in imaged format.

Design Requirements

- Exhibits can be co-located with inactive records if a separate locked area (such as a chain link enclosure) is provided.

Space/Component	Unit/Area Std.	No. of Staff	No. of Spaces	Net Area	Comments
Support for Building Operations					
Loading/Receiving Area	40		1	40	
Central Storage	150		1	150	Paper, office supplies, forms, etc
Computer Room ¹	400		1	400	
Main Electrical Room ¹	200		1	200	
Trash/Recycling Collection Room	80		1	80	
Housekeeping Office/Storage	80		1	80	
Maintenance Workshop	120		1	120	
Maintenance Storage	200		1	200	
Subtotal Building Operations		0		1,270	
Subtotal Department Area (add 10%)				1,397	
Subtotal Gross Area (add 35%)				1,886	

1 Satellite telecommunications and electrical rooms are included in building gross square foot calculation.

Operational Considerations

- Storage for attic stock (i.e. carpet and tile) and regular maintenance items (i.e. air conditioning filters).

Design Requirements

- Service entrance doors a pair of 3' - 0" w. x 7' - 0" h. doors or similar for removal of big items.
- Provide a path of travel suitable for a pallet jack between the service entrance and individual rooms of this function.
- Maintenance Equipment Storage/Workshop to accommodate desk, file cabinet storage racks, and a workbench.

Total Court and Building Operations					
Total Court and Building Operations		3		9,027	
Total C&BO Department Area				10,767	
Total C&BO Gross Area				14,537	

TOTAL AREA COURTS					
Grand Total, Staff & Net Area		44		24,121	
Grand Total, Departmental Area				29,705	
Building Gross Area (add 35%)				40,103	
Gross Area Per Courtroom				13,368	

JUDICIAL PARKING & SALLYPORT					
Secure Judicial Parking ¹	350		6	2,100	
Sallyport and Sheriff's Parking	2,930		1	2,930	Space for bus plus 4 secure parking spaces.
Vehicle Circulation	363		1	1,363	
Sheriff's Transportation Storage			1	80	
Subtotal Net Area		0		6,473	
Subtotal Department Area (add 0%)				6,473	
Subtotal Gross Area (add 10%)				7,120	

1 Secure Judicial parking includes parking for judicial officers, key administrative staff and future judicial officer.

TOTAL AREA COURTS, JUDICIAL PARKING & SALLYPORT					
Grand Total, Staff & Net Area		44		30,594	
Grand Total, Departmental Area				36,178	
Grand Total, Gross Area				47,223	Percent over/under budget: 0.00%

SITE DEVELOPMENT

Design Requirements

- Present options for locating staff parking with separate access controlled by a traffic arm.
- Develop a gated vehicle yard as part of the access to the sallyport that can be used to park correctional transport vehicles outside the building. Up to 14 vehicles are anticipated, some of which can be parked in reserved street spaces near the driveway to the correctional vehicles' yard.

SUMMARY	Net Area	Dept. Area	Gross Area ¹	
COURT ADMINISTRATION	804	1,005	1,357	
SUPPORT SERVICES	744	930	1,256	
COURT SETS / JUDICIARY	9,680	11,977	16,169	
CRIMINAL DIVISION STAFF	1,308	1,700	2,295	
CIVIL DIVISION STAFF	660	858	1,158	
TRAFFIC / SMALL CLAIMS DIVISION	726	944	1,274	
RECORDS MANAGEMENT UNIT	1,172	1,524	2,057	
COURT AND BUILDING OPERATIONS	9,027	10,767	14,537	
JUDICIAL PARKING & SALLYPORT	6,473	6,473	7,120	
Totals	24,121	29,705	47,223	63% efficiency

Region

The South Monterey Courthouse will be located in the City of Greenfield to serve the fast-growing central and southern regions of the Salinas Valley.

The region is defined by its landscape grids of man-made agricultural fields, vineyards, and orchards.

The valley's proximity to the ocean and mountains to both the East and the West are great advantages for the site, where the climate is generally mild year-round and mountain views are abundant.



Aerial View of Greenfield & Surrounding Areas



Agricultural landscapes of Salinas Valley

Site

The site is located just off of Highway 101 at the intersection of El Camino Real and Cherry Avenue. It is 3.5 acres in size and consists of two rectangular lots bisected by a 20'-wide sewer easement.

The surrounding parcels along El Camino Real are zoned for commercial use. Catty-corner from the site is the New City Hall. Across El Camino Real is the American Legion building. The undeveloped lot across Cherry Avenue is planned for a City office building.

The parcel directly east of the site is a single-family residential development. A long masonry wall separates the development from the courthouse site.

Mountains on the east and west frame the valley and are opportunities for nice views. A corn nut factory is located to the south and thus second floor views will need to be framed away from the nut factory.



Site Zoning Diagram



View of New City Hall



View of the Residential Development

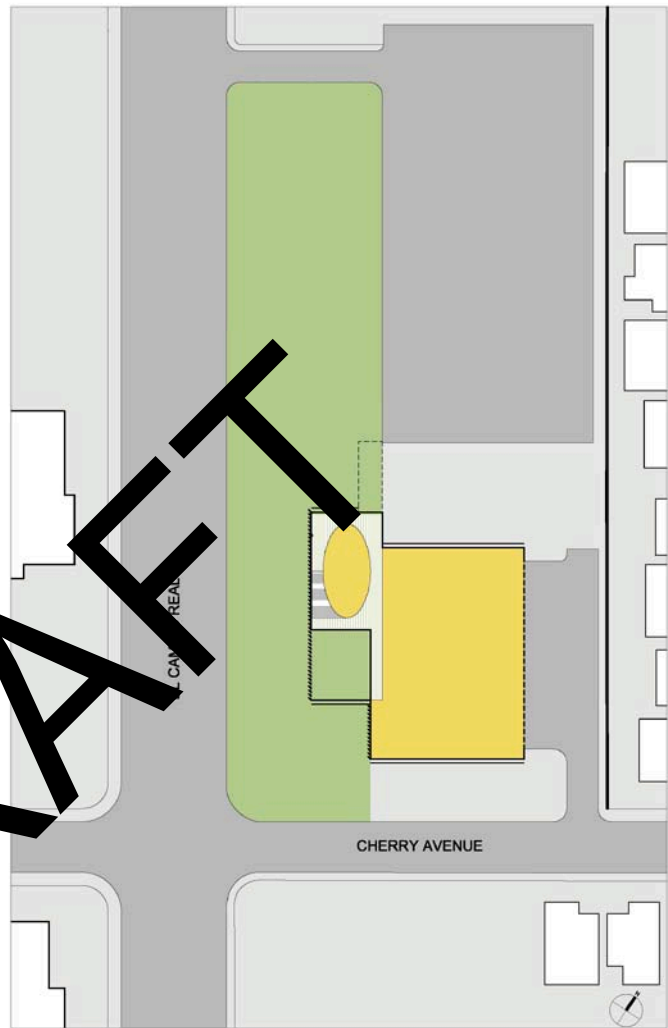
Approach

Mark Cavagnero Associates developed an approach to the design of South Monterey Courthouse based on the regional context, the specific site, and the courthouse's programmatic needs. The approach entails locating the courthouse at the intersection of El Camino Real and Cherry Avenue to create a strong visual and physical connection to the New City Hall. The public and staff parking lot is located north of the courthouse. A grid of trees that recalls the agricultural grids of Salinas Valley provides a gentle landscape buffer between the traffic and the courthouse site.

Public access to the courthouse parking lot is from El Camino Real which is the main artery connecting Highway 101 to downtown Greenfield. The building's main entry is located at its north façade to provide easy access from the parking lot. In-custody access is off the less-public Cherry Avenue where it will be visually shielded from El Camino Real and the public entry.

In order to provide adequate street protection, respect the easement along El Camino Real, and clear the existing utility lines that run along Cherry Avenue, the building is set approximately 50-feet away from both streets. Space for the future addition of a fourth courtroom has been planned at the north-end of the building just south of the sewer line easement.

The courthouse will be a two-story structure. Its overall height will be fairly low to be sensitive to its low-lying neighboring buildings, yet at the same time the building massing and design will be developed to express the dignity of the court.



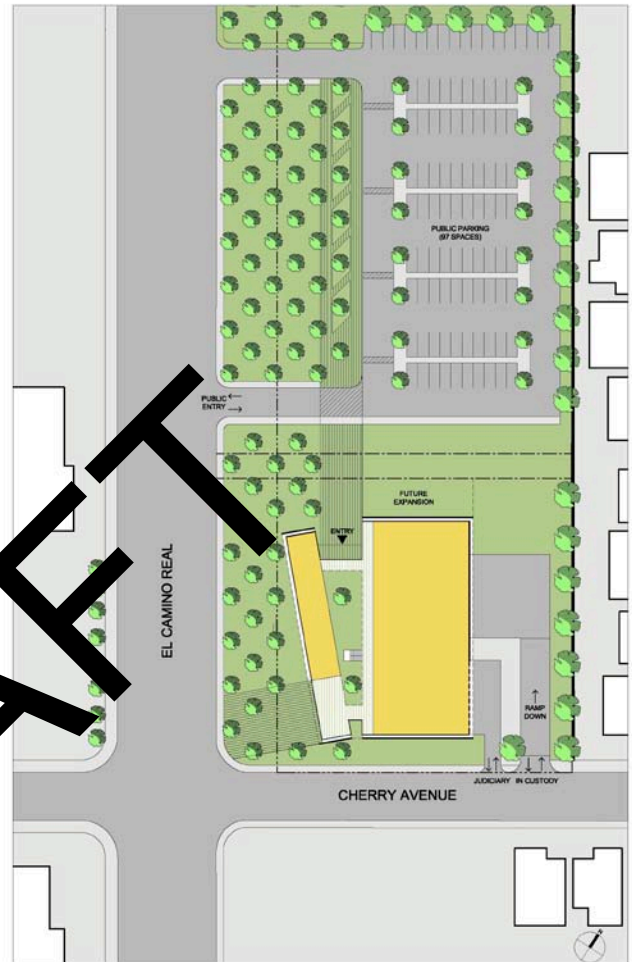
Site Diagram

Concepts

Mark Cavagnero Associates developed three conceptual options based on the framework of the site planning approach. The concepts, the LINEAR, SQUARE, and SHEARED schemes demonstrated various solutions to the building's program and form.

LINEAR Scheme

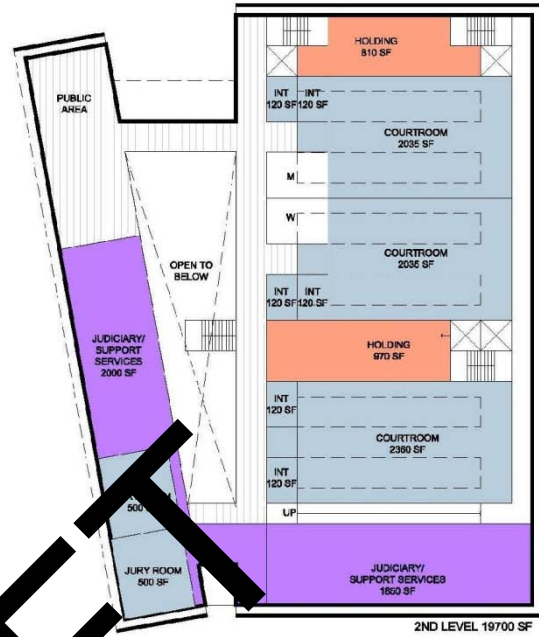
The Linear Scheme is essentially two rectangular buildings with a glass atrium in-between. Since the building's main entry is located at the north-end, one of the rectangle forms angles away from the other to draw the visitors in from the public parking lot. It has two levels above grade and a basement. The basement level includes judicial parking, the sallyport and in-custody holding. The first level includes jury assembly, public counters/clerk areas, self help/child waiting, court security, and a secure public courtyard. The second level includes three courtrooms with shared holding areas and collegial layout for the judicial chambers and administrative support functions. This scheme was not selected due to concerns about the poor soils condition and associated cost of a basement level and the court's preference for traditional rather than collegial layout of judicial chambers.



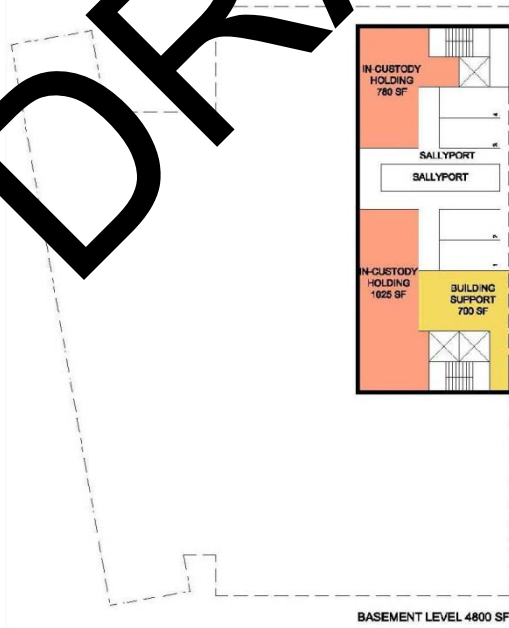
Linear Scheme Site Plan



Linear Scheme Massing Study

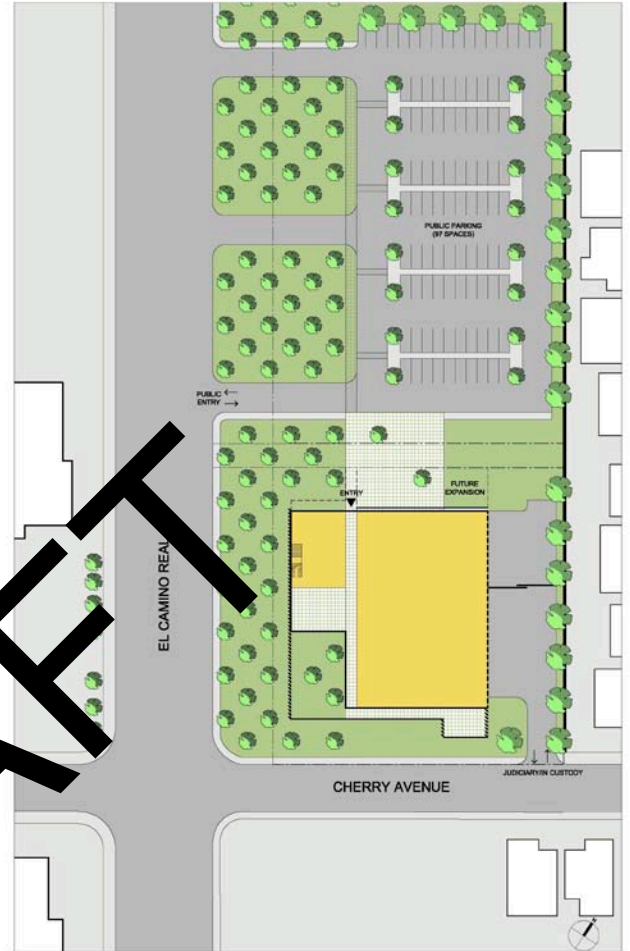


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SQUARE Scheme

The Square Scheme is comprised of a square building with three courtyards of varying scales and access. The courtyards include a large, open courtyard at the main entry, a secure, sheltered courtyard adjacent to the public waiting area, and a small, private courtyard for staff use at the rear. The courtyards function as an extension of the “orchard” element to bring landscaping into and around the building. This scheme has two levels above grade and no basement. The first level includes an arraignment courtroom, central holding/sallyport, judiciary parking, the public counters/ clerk areas and, court security. The second level contains the other two courtrooms and their respective holding areas, judicial chambers, and administrative support functions as well as self help/child waiting and jury assembly areas. This scheme was not selected because the court preferred the concept of the Sheared Scheme.

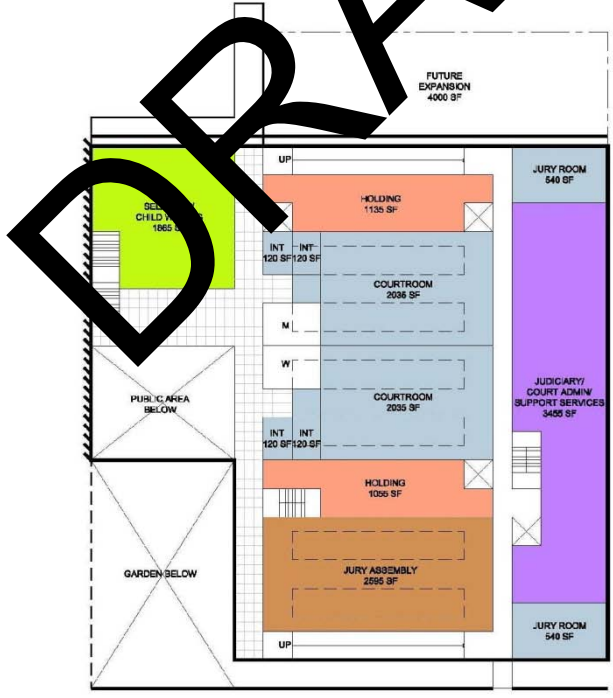
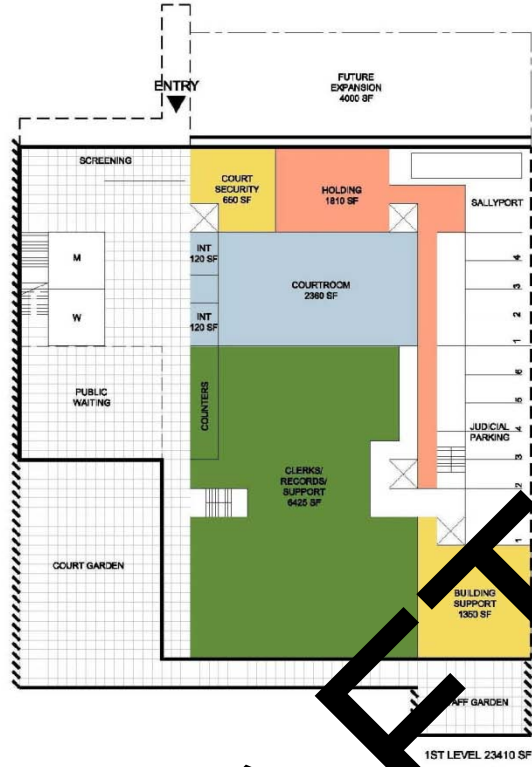


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Square Scheme Site Plan



Square Scheme Massing Study



SHEARED Scheme

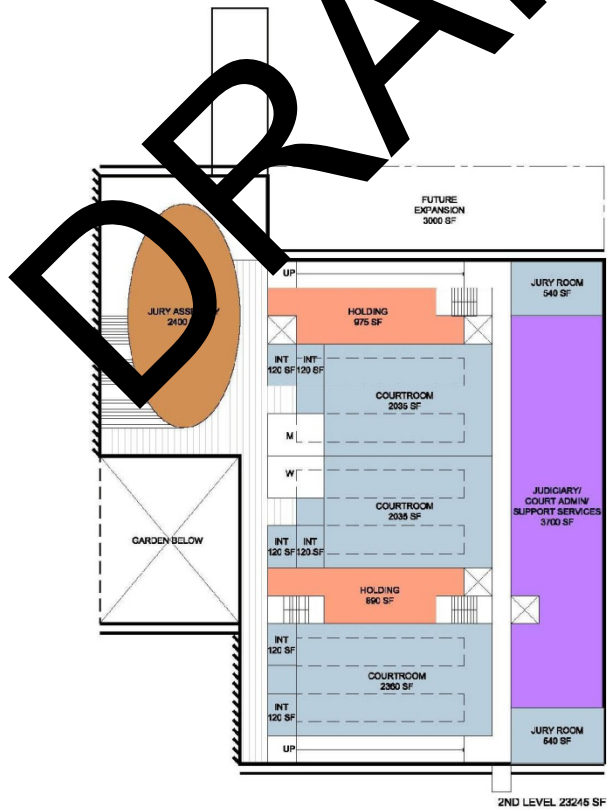
The Sheared Scheme is comprised of a rectangular form that has a portion “sheared” away from the rest of the building. The “shearing” creates an open public space at the southwest corner of the site that relates to the entry of the new City Hall at the northeast corner of El Camino Real and Cherry Avenue. Adjacent to this public space is a secure courtyard that serves as an extension of the “orchard” element and allows the public waiting area to spill out into it. Programmatically, the “sheared” portion contains the most public functions - the lobby and public waiting on the first level and the jury assembly room on the second level - within an ellipse-shaped form. The rest of the first level includes public counters/clerk areas, self help/child waiting, court security, central holding/sallyport, and judiciary parking. The rest of the second level includes the three courtrooms, shared holding areas, judicial chambers, and administrative support functions. The court unanimously selected this scheme for its overall approach and concept. They also requested further investigation of the plan organization including consideration of a first level courtroom to facilitate arraignment and wheelchair access when the public elevator is being serviced.



Approved Sheared Scheme Site Plan



Approved Sheared Scheme Massing Study





Approved Sheared Scheme Massing Study – View from City Hall



Approved Sheared Scheme Massing Study – View from American Legion Building



Approved Sheared Scheme Massing Study – View at Courtyard

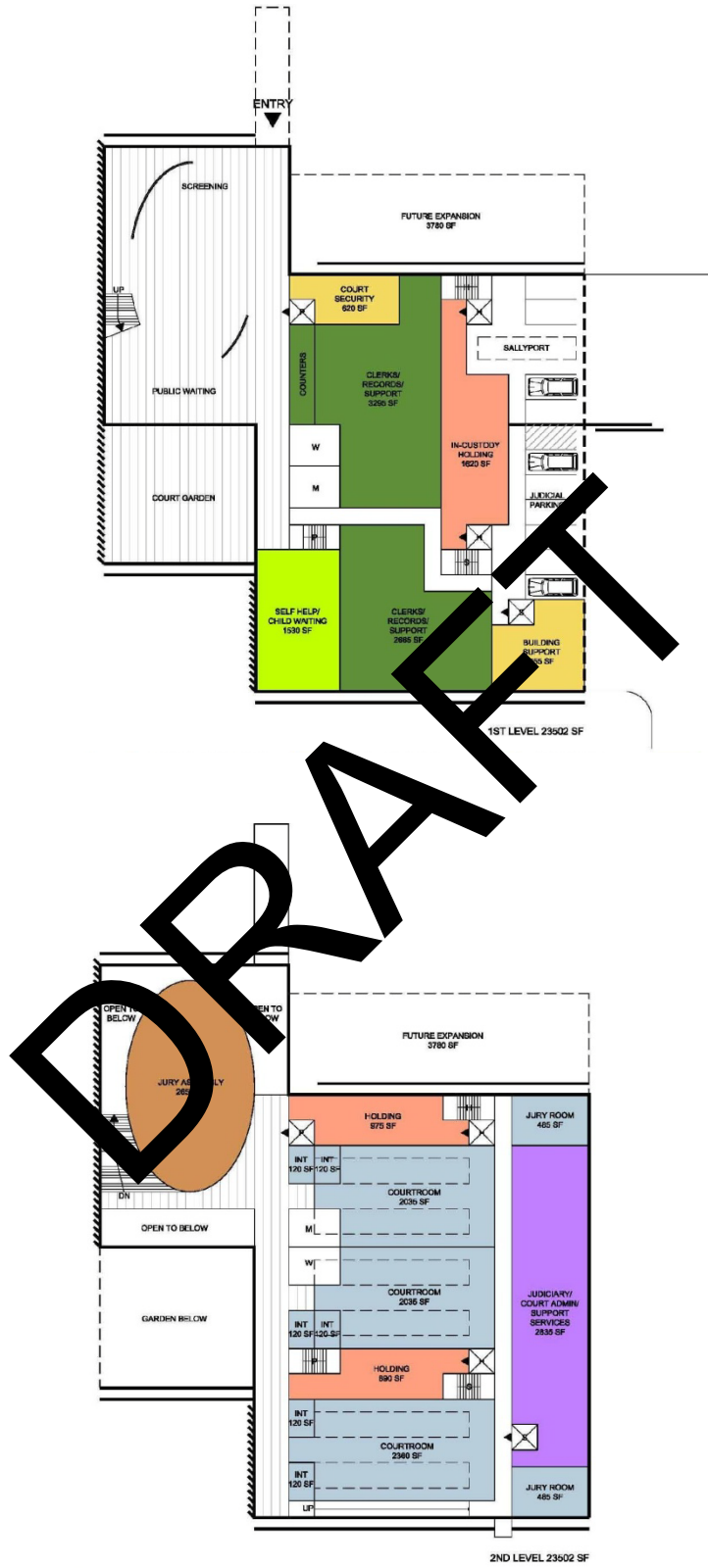
Plan Organization

The court requested that the architects study options of a first level courtroom to expedite high-volume arraignment hearings and solutions to provide public wheelchair access to the second level in the event the public elevator was out of service. Mark Cavagnero Associates developed three alternate plan organizations for the selected "Sheared" concept to study the court's functional requests.

Option A adds a restricted corridor through the clerk area to provide restricted public access to the staff elevator/stair and in-custody interview rooms in central holding. Option B locates an arraignment courtroom on the first level adjacent to the in-custody holding area and sallyport. It also locates access to the judicial parking off of the public driveway rather than from a shared in-custody-judicial driveway off of Cherry Avenue. Option C adds a restricted corridor at the north-end of the clerk area near the court security area. This option also locates access to the judicial parking off of the public driveway similar to Option B.

The AOC and court eliminated Option B because it splits clerk area between two floors and would not easily allow the easy connection of a future courtroom to holding. Option A was later eliminated because the restricted corridor cuts through the clerk area, which was not desired from a security and operational standpoint. Thus Option C was unanimously selected over Option A because it provides restricted access to staff elevators and central holding that does not pass thru the private clerk areas. It also provides access to judicial parking from public parking lot which is separate from the sallyport driveway and turnaround area.

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Option A - Restricted Corridor Bisects Clerks Area



Option B – One Courtroom on First level



Approved Option C – Restricted Corridor at North-end

Schedule

The following schedule outline assumes that the Preliminary Plans Phase begins in early January 2011. The meeting dates are preliminary. See Appendix D for the schedule in Gantt chart format.

PRELIMINARY PLANS PHASE: January 2011 - September 2011 (8-1/2 months)

Schematic Design: January 3, 2010 – May 9, 2011 (4 months & 1 week)

Plan Development Meeting: January 24, 2011

Concept Revision Meeting: February 14, 2011

50% SD Completed: February 28, 2011

50% SD Cost Estimating: March 1, 2010 – March 7, 2011 (1 week)

50% SD Cost Reconciliation: March 8, 2010 – March 14, 2011 (1 week)

50% SD Client Review/Preliminary FF&E Review: March 21, 2010

100% SD Completed: April 11, 2011

100% SD Cost Estimating: April 12, 2011 – April 25, 2011 (2 weeks)

100% SD Cost Reconciliation: April 26, 2011 – May 2, 2011 (1 week)

100% SD Client Review/Courtesy Local Design Review: May 9, 2011

Design Development: May 9, 2011 – September 12, 2011 (4 months & 1 week)

50% DD Completed: June 27, 2011

50% DD Cost Estimating: June 28, 2011 – July 12, 2011 (2 weeks)

50% DD Cost Reconciliation: July 13, 2011 – July 19, 2011 (1 week)

50% DD Client Review/FF&E Review: July 25, 2011

100% DD Completed: August 15, 2011

100% DD Cost Estimating: August 16, 2011 – August 29, 2011 (2 weeks)

100% DD Cost Reconciliation: August 30, 2011 – September 6, 2011 (1 week)

100% DD Client Review/FF&E Review: September 12, 2011

WORKING DRAWINGS PHASE: October 2011 - December 2012 (14 months)

50% CD Completed: January 2012

100% CD Completed: April 2012

Permits/Reviews/Addenda: May 2012 – August 2012 (4 months)

Project Bidding: September 2012 – December 2012 (4 months)

CONSTRUCTION PHASE: December 2012 - December 2014 (24 months)

Budget

The AOC's design budget for the site and building construction and furniture and equipment fit-out of South Monterey Courthouse is approximately \$37M. Davis Langdon Associates prepared a preliminary estimate for the project based on the approved program, concept, and plan layout. Assuming that construction starts as projected in December 2012; the preliminary estimate confirms that the South Monterey Courthouse concept fits within the design budget. See Appendix E for the preliminary cost estimate.

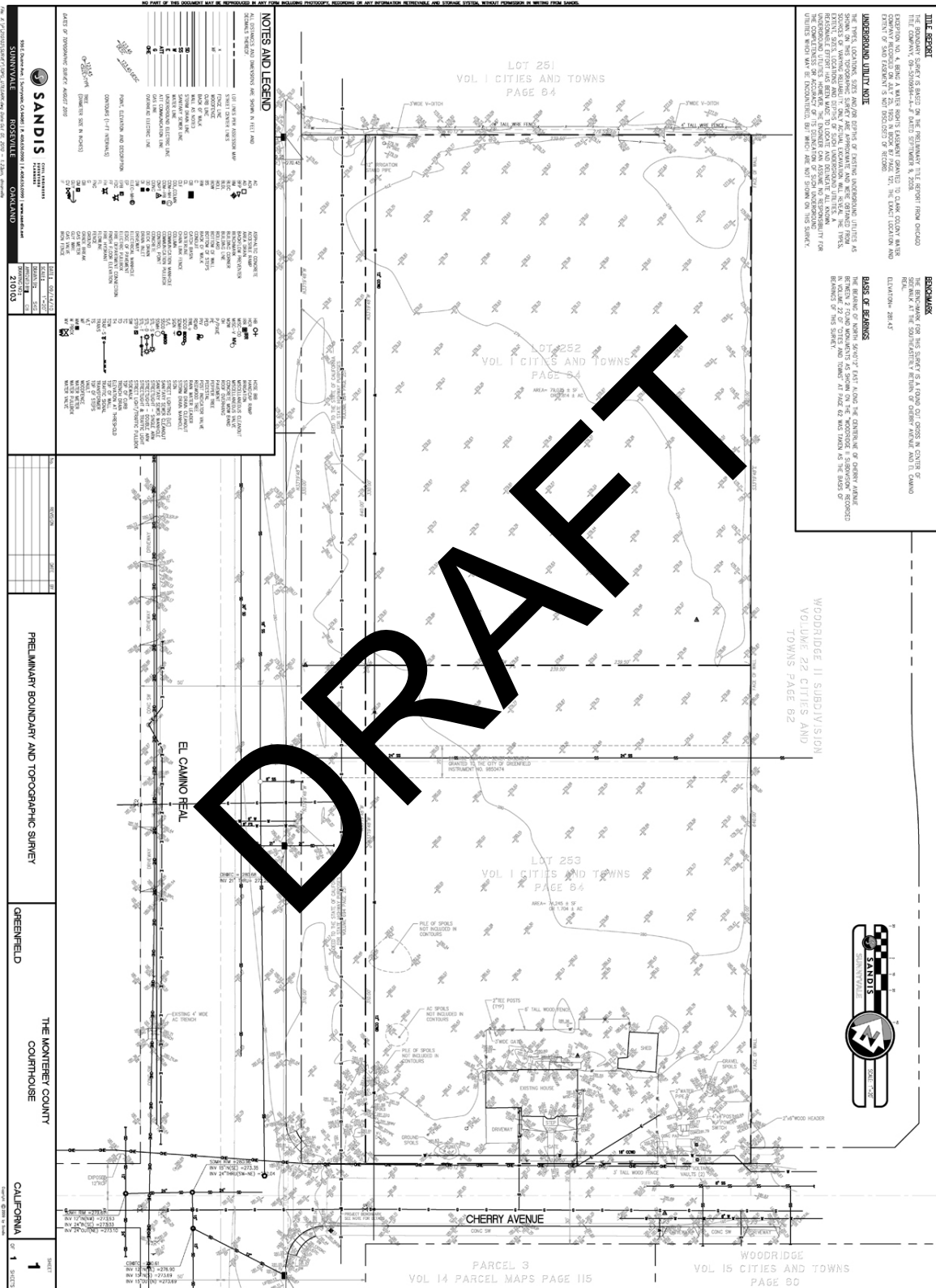
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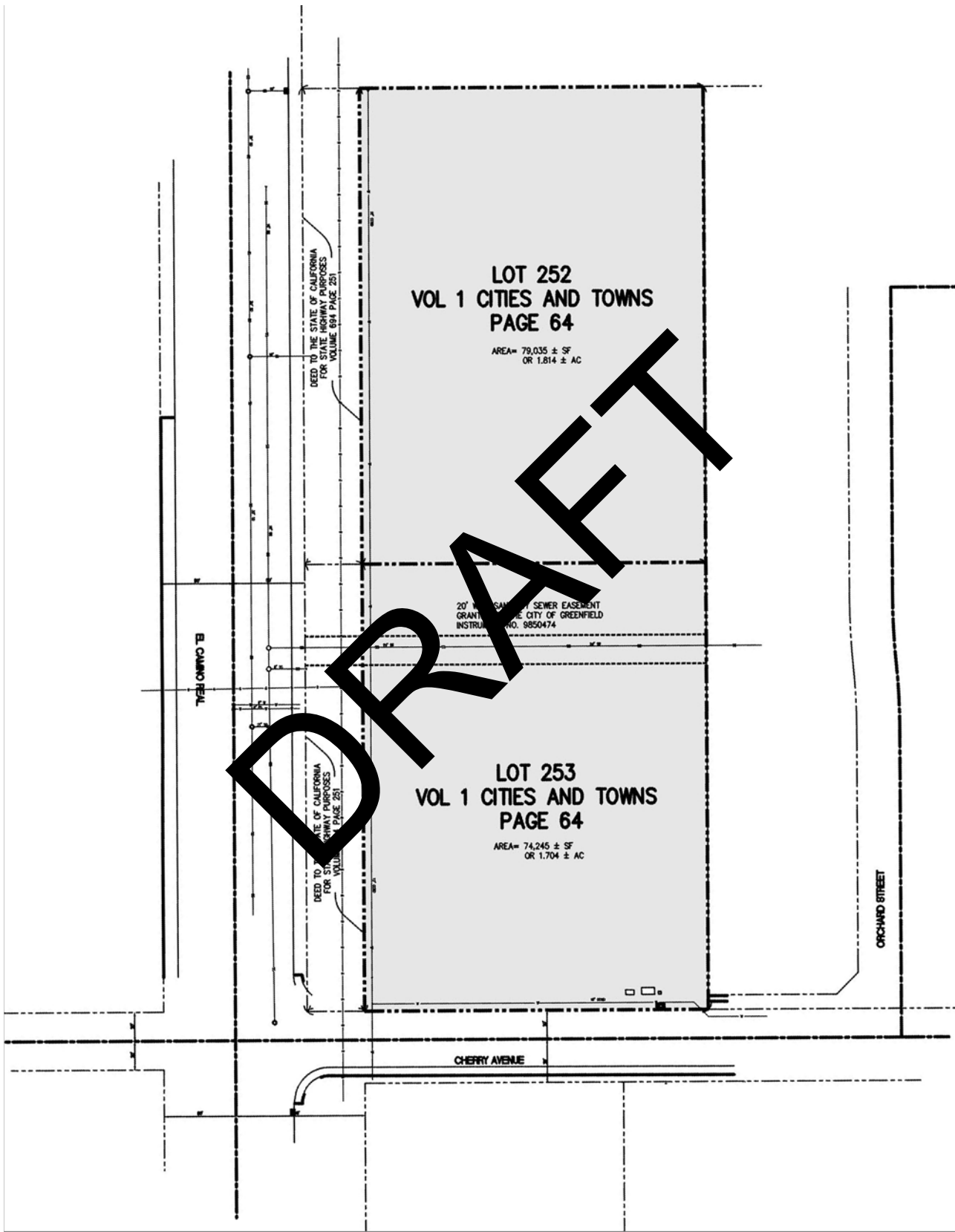
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APPENDICES

Appendix A: Topographical Survey



Appendix B: Boundary Survey



Appendix C: Geotechnical Report (Forthcoming)

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Appendix D: Schedule

