

# RICHLAND COUNTY JUDICIAL CENTER FACILITY NEEDS ASSESSMENT

COLUMBIA, SOUTH CAROLINA  
FINAL REPORT | DECEMBER 2017



RICHLAND  
COUNTY  
JUDICIAL  
CENTER

1701 Main St.

PREPARED FOR  
Richland County Administration  
Columbia, SC

PREPARED BY  
*Architect*  
MGA Partners Architects  
Philadelphia, PA

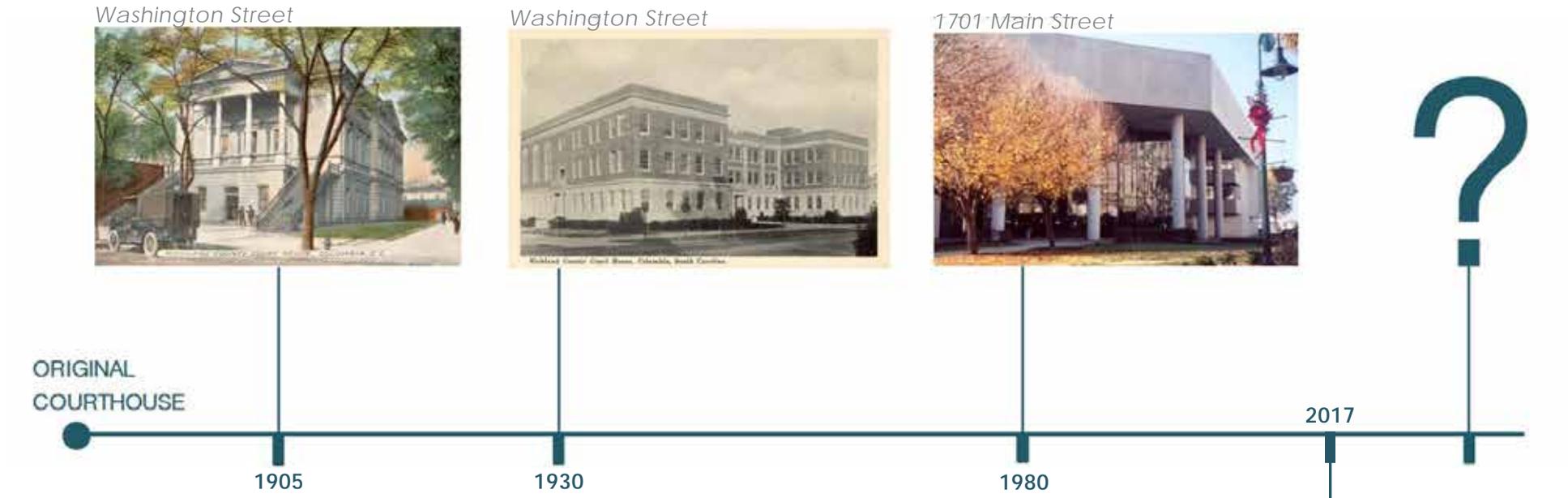
*Cost Benchmarking*  
Faithful + Gould, Inc.  
Philadelphia, VA

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- 1.1 Overview
- 1.2 Initial Conclusions



ORIGINAL  
COURTHOUSE

1905

1930

1980

2017

Historic images of the 1905 and 1930 Richland County Courthouses can be seen in the left and center images. The Current Richland County Judicial Center seen in the image on the right is located 1701 Main Street and was built in 1980.



2500 DECKER BOULEVARD

INTRODUCTION

**This Facility Needs Assessment, developed for Richland County, explores existing and future space needs for the judiciary and the agencies currently occupying the Judicial Center located at 1701 Main Street in Columbia, SC. The focus of this report is the development of alternatives that position Richland County for future growth, judicial function, and security needs. Program and cost benchmarks for other county courthouses have been studied for the development of recommendations to meet the specific needs of Richland County.**

The population growth for Richland County is projected to be 73% by year 2050, approximately 2.13% growth per year. 2016 census data showed a 409,549 population; projected to be 706,818 by 2050. (The actual growth or court growth may differ.) A projected program growth of 55% by year 2025, and 94% by year 2040 have been projected and used as the basis of the design alternatives.

The following Judicial Branches and Judicial Support Services are included within this Study. A detailed Program of Requirements and support information for each agency can be found in Section 3 of this report.

- Circuit Court
- Probate Court
- Sheriff's Department
- Solicitor
- Public Defender
- Department of Juvenile Justice (DJJ)
- Court Appointed Special Advocates (CASA)

- Sister Care
- Parole and Pardon Services
- Register of Deeds

The Solicitors' office currently leases space for multiple intervention programs. This study suggests consolidating those leased facilities into the Judicial Campus. Veteran Affairs Delegation is currently housed within the Judicial Center but is not accounted for within this study and is assumed to be housed elsewhere.

The current Richland County Judicial Center which opened its doors in 1980, is situated within Columbia's civic center at 1701 Main Street. The site, located within Columbia's Historic context, offers community access and amenities but lacks room for building expansion and parking. The existing building lacks necessary and up-to-date judicial security planning. Security issues related to the safety of the Judicial Staff cannot be fully remediated within the existing facility without a major and disruptive construction project. Parking issues and program expansion cannot be effectively or fully accommodated at this location due to the limited existing site extents.

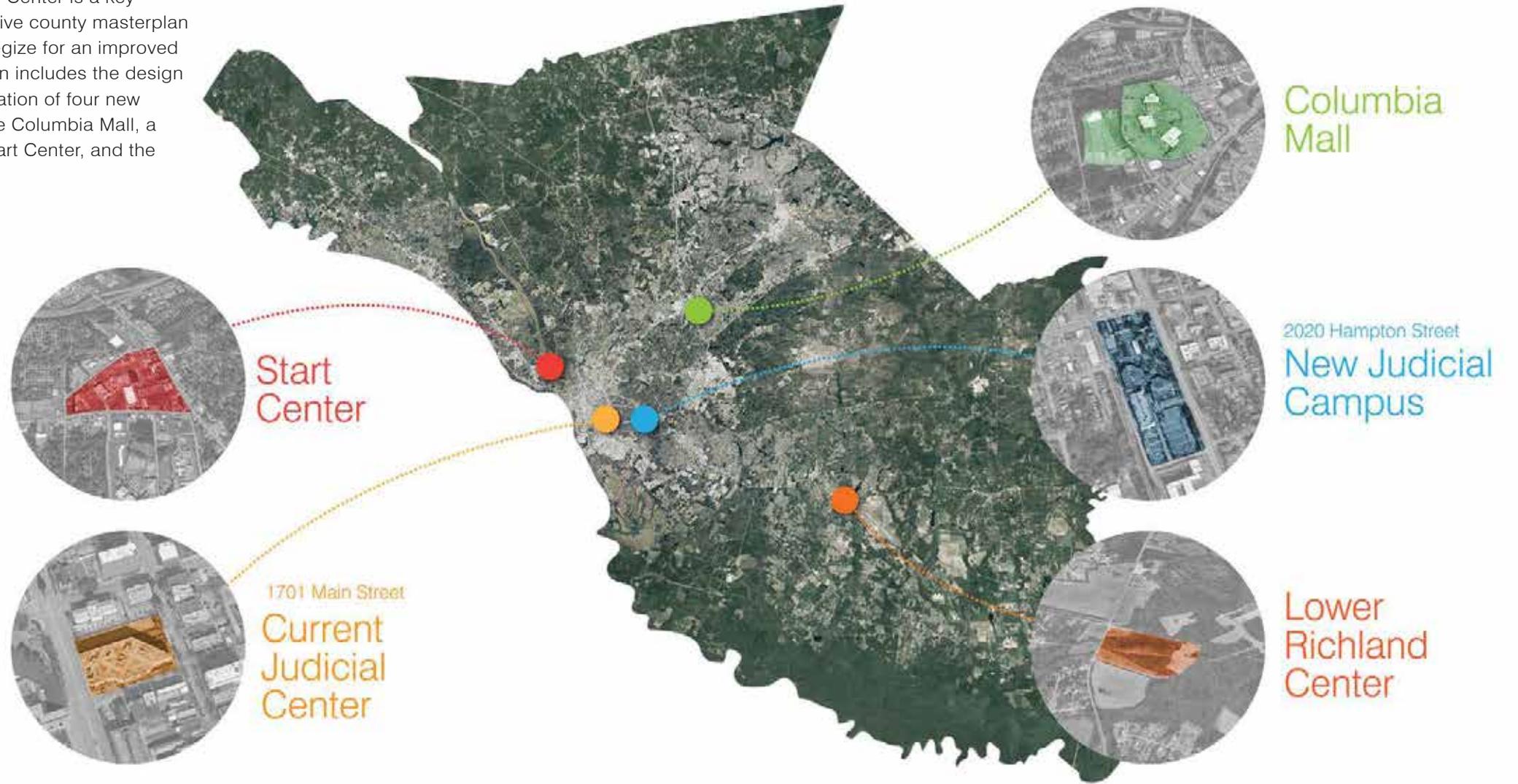
The existing facility assessment revealed several deficiencies, some of which cannot be solved through renovation:

- Location / Access - Site provides access and amenities but lacks sufficient parking.
- Identity - Presence of Judicial Center not in context with historic district.

- Expansion / Growth - Limited site and building area prevents needed expansion.
- Security - Physical and operational security need to be modernized.
- Court Function - Lack of court spaces and separate circulation compromises judicial function.
- Technology - Lack of technology impacts operations and public access to judicial process.
- Workplace - Inefficient workplace decreases employee productivity.
- Infrastructure - Aging infrastructure is at the end of its useful life and needs significant upgrades.

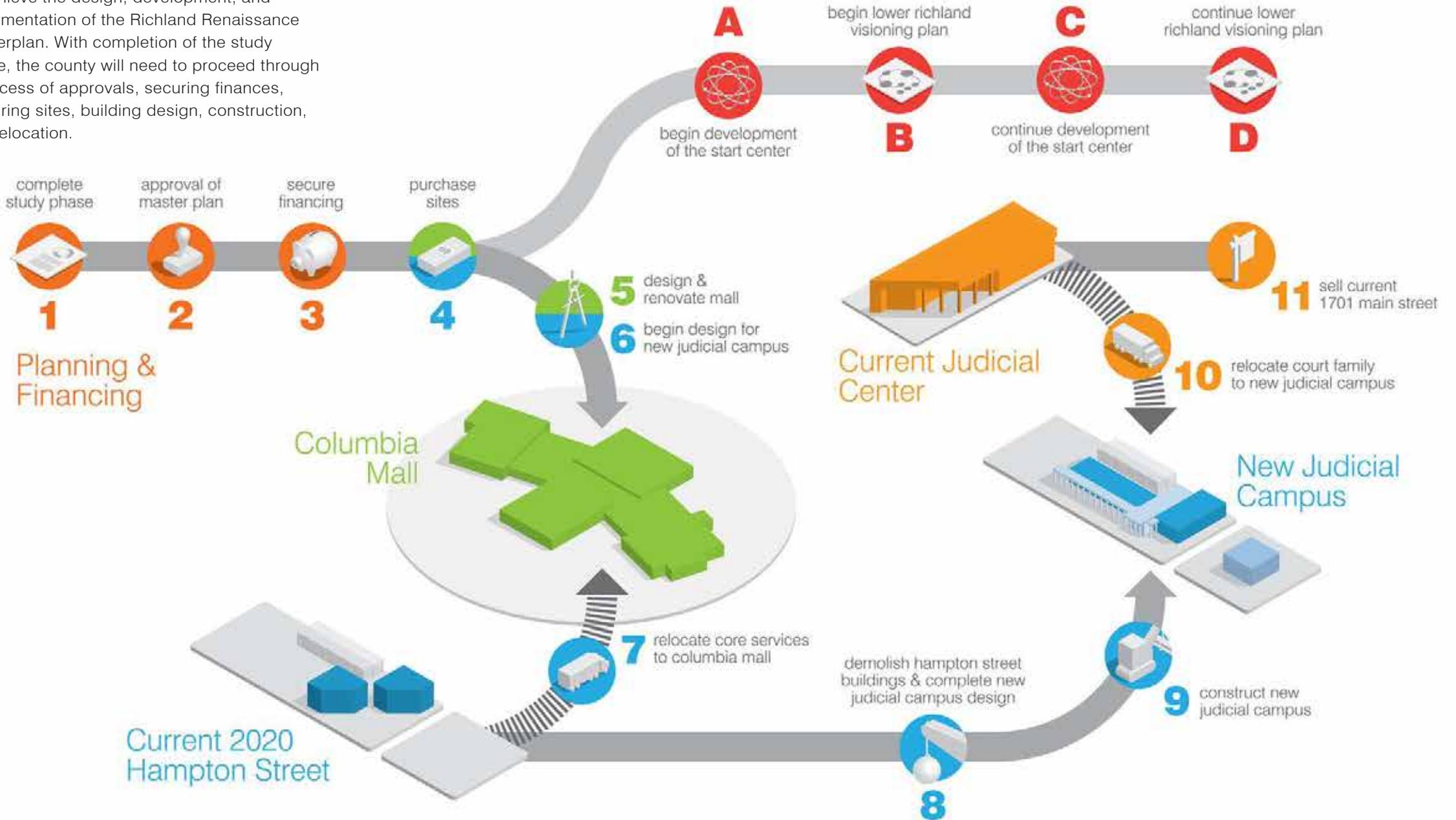
A range of development alternatives have been explored and are outlined within this report. The recommended design alternative includes the construction of a new Judicial Campus located at a county owned site —2020 Hampton Street. This design alternative accounts for a new four story, 200,000 SF Judicial Center, and a four story, 110,000 SF leased office building located on an adjacent site. This design alternative accommodates the 2025 projected program growth and provides a masterplan for future growth that includes a building addition on the same site. Detail on the recommended alternative as well as other developments can be found on pages 10-11 and in Tab 4 of this report.

The Richland County Judicial Center is a key component of a comprehensive county masterplan to eliminate blight, and strategize for an improved civic infrastructure. This vision includes the design development and implementation of four new county facilities including: the Columbia Mall, a new Judicial Campus, the Start Center, and the Lower Richland Center.



# CRITICAL MOVE CHAIN

This graphic outlines the steps required to achieve the design, development, and implementation of the Richland Renaissance masterplan. With completion of the study phase, the county will need to proceed through a process of approvals, securing finances, acquiring sites, building design, construction, and relocation.



PROJECT SUMMARY

OVERVIEW

A detailed analysis of project recommendations is provided in this Facility Needs Assessment. Below is a summary of these recommendations.



TAB 2 - EXISTING FACILITY ASSESSMENT

This section provides a detailed review of existing conditions, including housing plans, photographs, diagrams and narratives of the existing judicial center.

Assessment of the following issues are detailed within this section: Location/Access, Identity, Expansion/Growth, Security, Court Function, Technology, Workplace, and Infrastructure.



TAB 3 - PROGRAM OF REQUIREMENTS

Tab 3 provides detailed program and personnel requirements of the Richland County Judicial Center stakeholders that are being considered for accommodation within the new Judicial Center.

Projected space allocation is based on space need interviews completed in July of 2017, space questionnaires and population growth for Richland County.

**At the start of design for a new Judicial Center, the program must be confirmed with stakeholders and Richland County Administration. Information that requires confirmation includes, judicial growth, staffing space needs, technology, and security.**



TAB 4 - DEVELOPMENT OPTIONS

Tab 4 introduces three Possible Alternatives that consider a broad range of program accommodation and development cost options, illustrated at right.

Evaluation of the reuse potential of the existing facility is included within this section of the report. This study concludes that reusing the existing Judicial Center is not a viable option for the accommodation of long term projected judicial growth.

Options 1 and 2 were developed as program test fits on a new Judicial Center Site located at 2020 Hampton Street, Columbia South Carolina. Analysis and recommendations for these test fits relate to judicial planning, vehicular and pedestrian circulation, parking requirements, security, views, building massing and arrangement, and points of entry. Option 1 is the recommended Option.



TAB 5 - PROJECT BUDGET

This section includes cost benchmarks developed through the study and comparison of project costs for other county courthouses.

These benchmarks have been used to develop a cost model meeting the specific needs of Richland County. The average budget range is outlined as \$340 - \$360 per square foot.

Project Budget - Cost Model:	
Option 1 - \$103.7M	<b>RECOMMENDED OPTION</b>
Option 2 - \$119.2M	
Annex - \$128.7M	

## OPTION 1



RECOMMENDED

**Building Concept** Integrated Judicial Campus, court family situated on a 9 acre county owned parcel, court related programs situated within a leased facility on an adjacent 3 acre parcel to be acquired by the County.

**Tenants** The court building includes 17 courtrooms, 1 video courtroom, 1 Grand Jury suite, 18 chambers, 4 visiting chambers, clerks offices and Sheriff. Leased space houses Solicitor, Public Defender, CASA, DJJ, Register of Deeds, Sister Care, and Parole and Pardon Services.

**Site Planning** An integrated campus implies and encourages collaboration, ease of access, and connectivity throughout the judicial campus. Given the sloped nature of the site, the scheme suggests that the courthouse is recessed midway into the hillside, appearing as 4 stories from public entry and 5 stories in the rear garden. The two buildings are organized around a common lawn that defines their identity and entrance.

**Parking** Public parking area is raised to meet grade at street level. Existing parking structure to remain. Secure parking provided below courthouse to accommodate Judges and Sheriff separately.

**Security** A single point of entry for public access provides access to courts and public services. Internal secure and restricted circulation paths allow for separation of judicial staff and detainee circulation.

## OPTION 2



NOT RECOMMENDED

**Building Concept** Integrated Judicial Campus, court family situated on a 9 acre county owned parcel, court related programs situated within a leased facility on an adjacent 3 acre parcel to be acquired by the County. Space to accommodate future expansion requirements is built as shell space for future fit out.

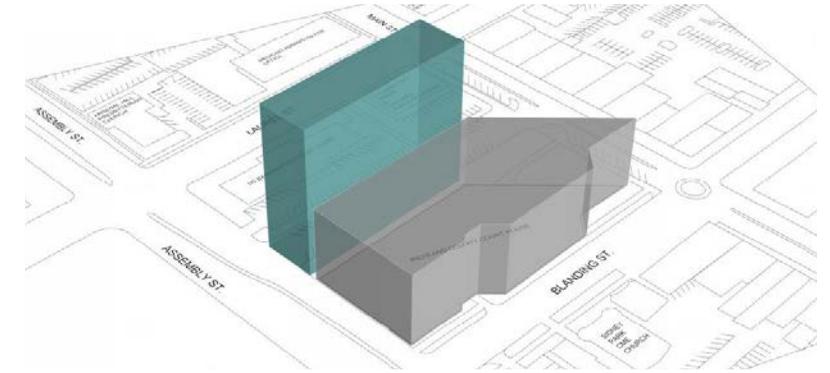
**Tenants** The court building includes 23 courtrooms, 2 video courtrooms, 2 grand jury suite, 24 chambers, 4 visiting chambers, clerks offices, and Sheriff. Leased space houses the Solicitor, Public Defender, CASA, DJJ, Register of Deeds, Sister Care, and Parole and Pardon Services.

**Site Planning** An integrated campus implies and encourages collaboration, ease of access, and connectivity throughout the judicial campus. Given the sloped nature of the site, the scheme suggests that the courthouse is recessed midway into the hillside, appearing as 4 stories from public entry and 5 stories in the rear garden. The two buildings are organized around a common lawn that defines their identity and entrance.

**Parking** Public parking area is raised to meet grade at street level. Existing parking structure to remain. Secure parking provided below courthouse to accommodate Judges and Sheriff separately.

**Security** A single point of entry for public access provides access to courts and public services. Internal secure and restricted circulation paths allow for separation of judicial staff and detainee circulation.

## ANNEX TO EXISTING



NOT VIABLE

**Building Concept** A 6 story annex to the existing Judicial Center, situated to the immediate north of the existing facility, connected with a bridge or new lobby.

**Tenants** The complex includes the court family and court related programs in a single facility. The annex includes 8 additional courtrooms and judges' chambers, and space for administrative personnel accommodating the projected 2025 program requirements.

**Site Planning** The annex would take the place of the existing public parking lot, located just north of the Judicial Center. This lot is not owned by the County and would need to be purchased. The site is too narrow to accommodate a typical court set. The site would not accommodate future growth and building expansion.

**Parking** Parking issues remain unresolved.

**Security** Existing security issues remain unresolved.



2.1 Overview  
2.2 Assessment

## OVERVIEW

Approximately 460 personnel are currently housed in the existing Richland County Judicial Center. Located at 1701 Main Street, Columbia, SC, its context is historic. Several federal court facilities and county services are located within close proximity.

MGA held a series of personnel interviews as well as building walkthroughs to assess the programmatic effectiveness of the existing building and site.

The existing facility assessment revealed several deficiencies. Detail of the building assessment is included on the following pages. A summary of such deficiencies is as follows:

- Location / Access - Site provides access and amenities but lacks sufficient parking.
- Identity - Presence of Judicial Center not in context with historic district.
- Expansion / Growth - Limited site and building area prevents needed expansion.
- Security - Physical and operational security need to be modernized.
- Court Function - Lack of court spaces and separate circulation compromises judicial function.
- Technology - Lack of technology impacts operations and public access to judicial process.
- Workplace - Inefficient workplace decreases employee productivity.
- Infrastructure - Aging infrastructure is at the end of its useful life and needs significant upgrades.





MODERNIZE COURT OPERATIONS

Richland County Courts are on the cusp of new digital technology - both in their operations and in the courtroom. This development necessitates new spaces and upgrade of space to accommodate an changing judiciary.



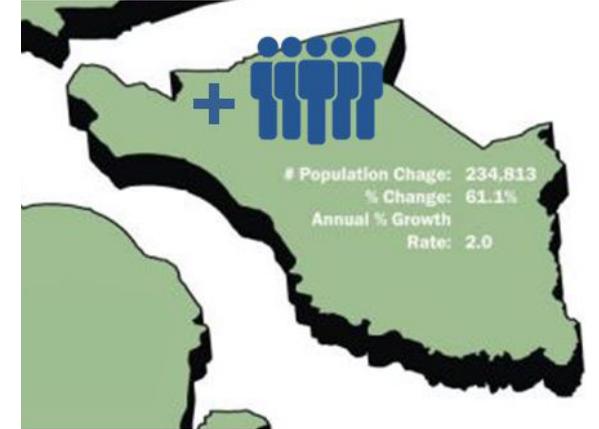
REUSE POTENTIAL OF JUDICIAL CENTER

A goal of this assessment is to explore and understand the reuse potential of the existing Judicial Center. Through a series of personnel surveys and interviews, building walkthroughs, and evaluation of an annex, this study concludes that reusing the existing Judicial Center is not a viable option for the accommodation of long term projected judicial growth.



EVALUATE NEW CONSTRUCTION

The site of the existing Judicial Center is lacking room for expansion as well as room to accommodate parking demands. A goal of this study is to explore and evaluate the potential of relocation and new construction. Through use of test fits, this study confirms a site plan, massing, and budget for a new Judicial Center.



ACCOMMODATE FUTURE EXPANSION

With a projected population growth of 73% by year 2050 in Richland County, equaling approximately 2.13% growth per year —the County needs to plan for the future growth of the court. Projected space allocation has been determined based on space need interviews, and space questionnaires completed in 2017, as well as population growth for Richland County.

## ASSESSMENT

### LOCATION AND ACCESS

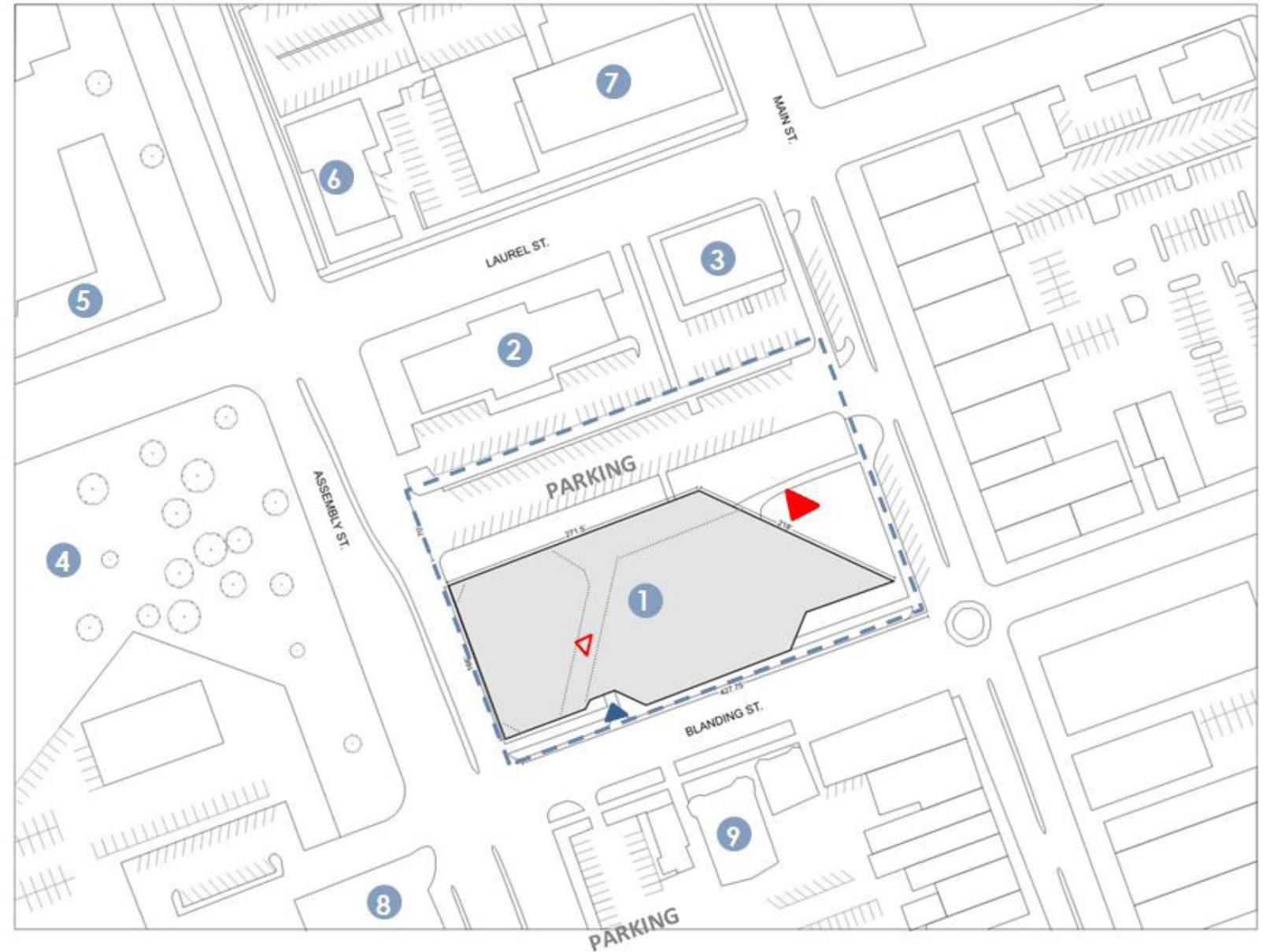
Located within the historic and civic center of Columbia, SC, the site of the existing Richland County Judicial Center provides community access and neighborhood amenities. Centrally located within the County, the Judicial Center is easily accessible by public transportation.

The character of the historic district, the amenities of the downtown core, and a near by public park contribute to the existing Richland County Judicial Center experience. Several Federal Courts and County services are located within close proximity.

A site adjacent, city owned, public parking lot can accommodate 60 cars - half of which are available to the public. A parking garage located below the building contains parking for 344 cars. Parking and drop off is very limited for the public, and parking spaces are not provided for all employees.

### BUILDING KEY

- 1 Richland County Courthouse
- 2 US Bankruptcy Courthouse
- 3 Columbia City Mayor & Public Relations
- 4 Finlay Park
- 5 Strom Thurmond US Courthouse
- 6 Arsenal Hill Presbyterian Church
- 7 Medicaid Administrative Office
- 8 US Post Office
- 9 Sidney Park CME Church



IDENTITY

A green space and large scale, angled entrance on Main Street open views to the adjacent historic federal courthouse. Located within a historic context of Columbia, SC, the existing Judicial Center's modern expression may not convey a judicial presence desired by Richland County. The building turns its back to Blanding and Assembly Street, therefore demonstrating the downfall of this architecture's urban plan.



The limited site and building area of the existing Judicial Center prevents expansion and accommodation of adequate parking. The adjacent, city owned, public parking lot accommodates 60 cars - only half of which are available to the public. Public parking surrounding the site is limited and is in high demand. The parking structure is too small to accommodate current personnel.

The existing site leaves little opportunity for building expansion and therefore lacks potential for accommodating a growing judicial program. Within 5 years the projected program anticipates additional space for the following judicial functions:

- 4 Courtrooms
- 3 Judges' Chambers
- 2 Visiting Judges' Chambers

A limited ability to relocate agencies or court divisions exists – all non-court related services have already been moved out of the Judicial Center. There is limited ability to construct a building addition due to the small site and adjacent historic properties.



### SECURITY

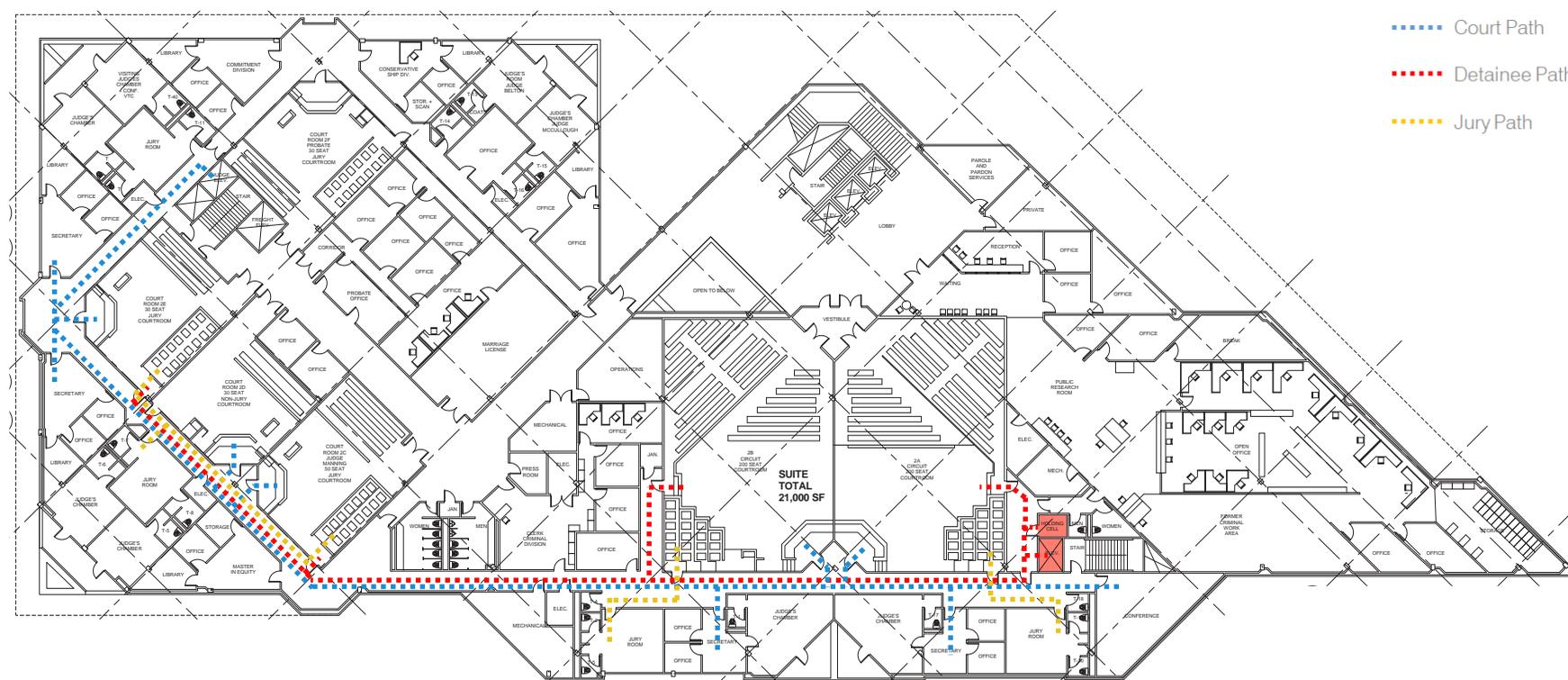
An assessment of the existing facility's security infrastructure has revealed that the physical and operational security is in need of modernization. The points below describe the deficiencies found during the assessment.

An ad-hoc security desk and security dividers are not integrated within the lobby. The entry is therefore, lacking clarity of entry to public.

Security is compromised by the lack of separate circulation. Card readers should be implemented throughout to separate public, restricted and secure circulation. A restricted and secure circulation overlap occurs on all court floors– causing improper conflicts between detainee, judicial staff, and jurors. A limited number of restricted and secure elevators (1 each) prevent solving circulation overlaps. The Clerk of Court and Solicitor must breach holding cell area to access restricted circulation.

Make shift holding cells for juveniles at Family Courtrooms lack required security and restrooms. Limited holding cells (1 per floor) cause courtroom delays.

The parking garage lacks a secure vehicle door and separate parking area for the judiciary. CCTV cameras should be installed at exterior and interior, and a modern control room should be provided. The site also lacks vehicle barriers.



## COURT FUNCTION

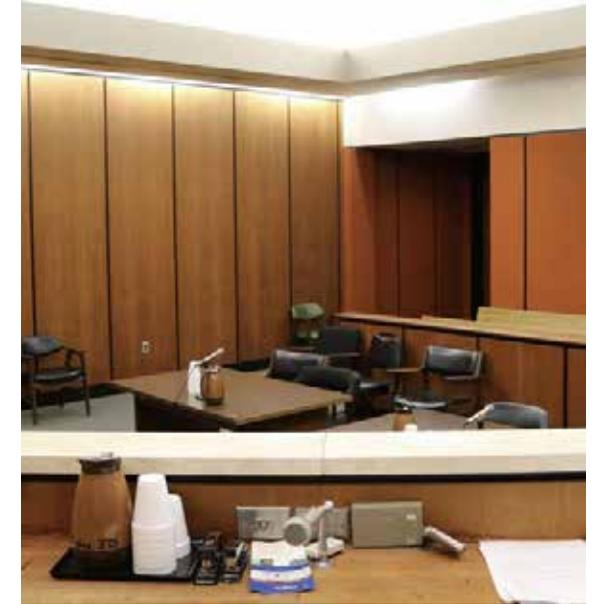
The existing Judicial Center lacks several program spaces required for an effective and innovative judicial function. The points below outline the programmatic and spatial deficiencies found throughout this assessment.

A lack of court space compromises the county's judicial functions. The majority of existing courtrooms are undersized for modern, multi-defendant and digital trials. There are not enough courtrooms to fulfill judiciary demands. The judiciary is currently sharing courtrooms and chamber suites.

A lack of court support space, such as attorney/client conference rooms, holding cells, judicial conference rooms, and video conference courtrooms hinders the judicial process.

The diagonal layout of the courtroom creates inequality of litigant and defendant seating areas as well as provides poor visibility of the jury. In addition, the courtrooms are not ADA accessible and are in need of modification to meet accessibility standards.

Poor acoustics at the courtrooms, chambers, and jury suites allow confidential information to be overheard.



TECHNOLOGY

A lack of technology throughout the building impacts the effectiveness and efficiency of operations as well as public access to information.

The court is still utilizing paper and filing records which has a significant impact to work space and off site storage requirements. A lack of digital access to county records impedes the public's ability to gain access to such information. We understand the court will transition to digital systems in 2017/2018.

Currently the building is lacking effective and reliable WiFi. Lack of usable WiFi decreases productivity and mobile work options.

A lack of adequate technology in courtrooms prevents the use of using digital and video evidence during trials, or requires an attorney to bring in their own A/V systems for each trial.

The division of IT services for state and county employees makes it difficult to manage courtroom technology.



## WORKPLACE

Several workplace inefficiencies have been observed throughout this assessment. An inefficient workplace decreases productivity.

Due to the building's angular plan, the interior space is ineffective. Angles are inefficient and difficult to furnish. The lack of windows and natural light decreases productivity and spatial quality.

Several building stakeholders have expanded into available spaces scattered throughout the building. Non-contiguous space impacts efficiency and effectiveness of operations.

The building is lacking heavily in support space, such as conference rooms, training rooms, and touchdown areas. Most conference rooms have been converted into offices leaving the high demand for meeting space unfulfilled. Crowded, inflexible space limits future expansion and the ability to accommodate growth.



INFRASTRUCTURE

The Judicial Center's aging infrastructure is at the end of its useful life. The building is approaching 40 years and requires upgrades throughout.

The heating and cooling systems do not provide consistent temperature or adequate ventilation. Moisture and mold issues have occurred throughout the building in limited areas.

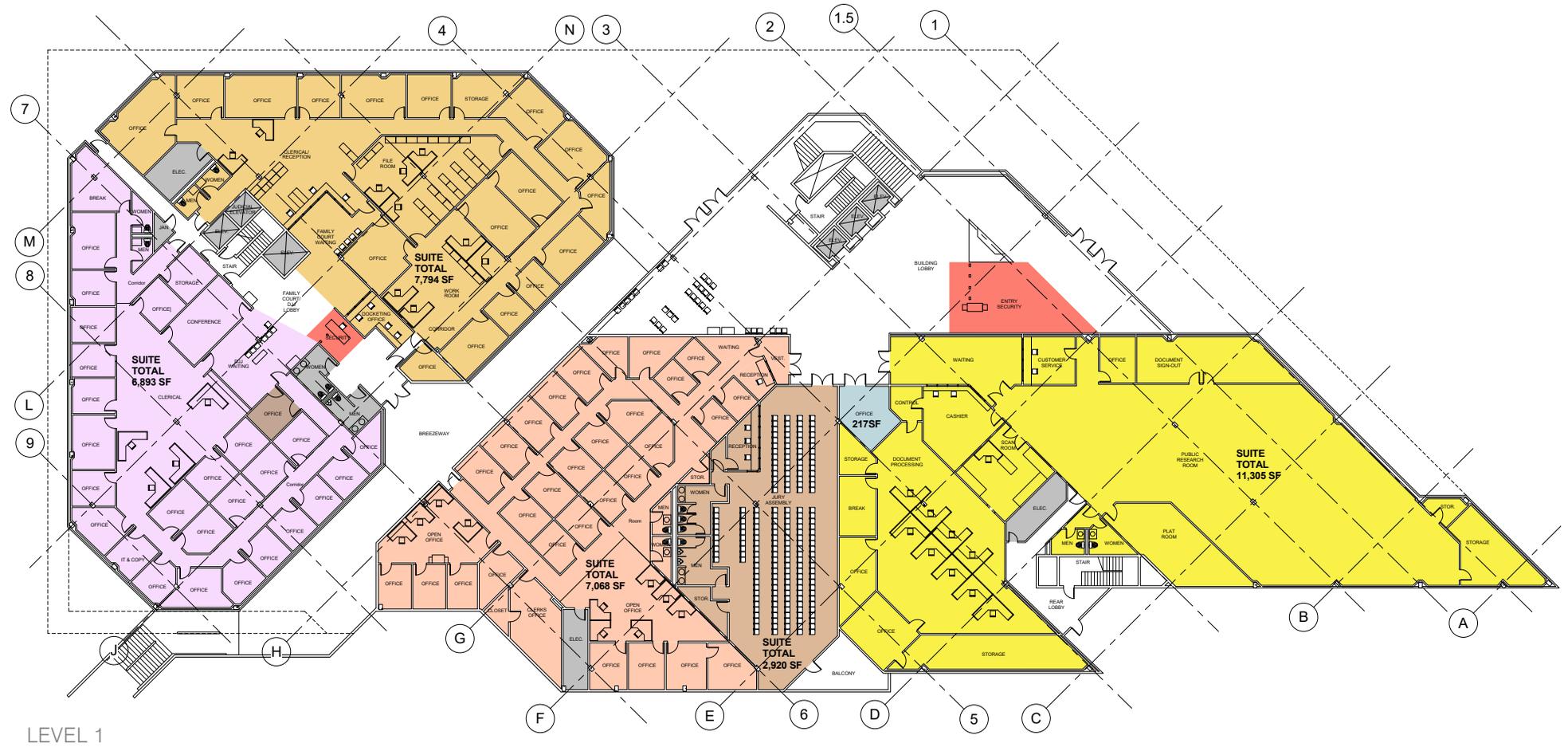
Several additional infrastructure deficiencies have been observed such as :

- No fire protection system is in place.
- The elevators break down often.
- The public restrooms are in disrepair.



Department Legend

- Circuit Court Judges' Chambers
- Circuit Courtrooms
- Circuit Court Visiting Judges' Chambers
- Clerk of Court
- Grand Jury
- Family Court Judges' Courtrooms
- Family Court Judges' Chambers
- Family Court Clerk
- Probate Court Judges' Courtrooms
- Probate Court Judges' Chambers
- Visiting Probate Judges' Chambers
- Probate Court Clerk
- Master-In-Equity Judges' Courtrooms
- Master-In-Equity Judges' Chambers
- Master-In-Equity Clerk
- Jury Assembly
- Public Defender
- Solicitor
- Department of Juvenile Justice (DJJ)
- Sheriff's Office
- Register of Deeds
- VA Services
- CASA
- Parole and Pardon Services
- Circulation
- Core
- Undetermined
- Sister Care





Department Legend

- Circuit Court Judges' Chambers
- Circuit Courtrooms
- Circuit Court Visiting Judges' Chambers
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- Probate Court Clerk
- Master-In-Equity Judges' Courtrooms
- Master-In-Equity Judges' Chambers
- Master-In-Equity Clerk
- Jury Assembly
- Public Defender
- Solicitor
- Department of Juvenile Justice (D.J.J)
- Sheriff's Office
- Register of Deeds
- VA Services
- CASA
- Parole and Pardon Services
- Circulation
- Core
- Undetermined
- Sister Care





LEVEL 4



- 3.1 Program and Personnel Summary
- 3.2 Detailed Program Requirements

Tab 3 provides detailed program and personnel requirements of the Richland County Judicial Center stakeholders that are being considered for accommodation within the new Judicial Center.

Projected space allocation is based on space need interviews completed in July of 2017, space questionnaires and population growth for Richland County.

***At the start of design for a new Judicial Center, the program must be confirmed with stakeholders and Richland County Administration. Information that requires confirmation includes, judicial growth, staffing space needs, technology, and security.***

PROGRAM OF SPACE REQUIREMENTS				
Program Components	EXISTING		PROJECTED NEED	
	1701 Main Street	Off-Site Lease/Storage	RECOMMENDED 2025	LONG TERM 2040
	Total USF		Total USF	Total USF

COURT FAMILY

Circuit Court				
Circuit Judges' Chambers	5,530		9,952	12,795
Visiting Circuit Judges' Chambers	410		1,530	1,530
Circuit Judges' Courtrooms	21,664		28,717	33,789
Grand Jury Suite	1,170		1,843	3,685
Clerk of Court	9,150	TBD	9,688	9,922
Jury Assembly	2,920		4,697	6,219
Master-In-Equity				
Master-In-Equity Judges' Chambers	1,285		1,711	3,422
Master-In-Equity Judges' Courtrooms	1,089		2,537	5,073
Family Court				
Family Court Judges' Chambers	5,530		9,952	12,795
Family Court Judges' Courtrooms	10,840		17,753	22,373
Clerk of Court - Family Court	7,200	TBD	9,505	10,826
Circuit and Family Court - Subtotal Net Usable Area	66,788	0	97,884	122,430
Probate Court				
Probate Judges' Chambers	1,762		4,265	5,687
Visiting Probate Judges' Chambers	500		1,530	1,530
Probate Judges' Courtrooms	2,350		5,555	8,091
Clerk of Court - Probate Court	3,498	TBD	6,600	7,037
Probate Court - Subtotal Net Usable Area	8,110	0	17,950	22,345
Shared Court Space				
Courts' Shared Support	1,650		2,430	2,950
Shared Court Space - Subtotal Net Usable Area	1,650	0	2,430	2,950
COURT FAMILY - Net Usable Area	76,548	0	118,264	147,725

PROGRAM OF SPACE REQUIREMENTS				
Program Components	EXISTING		PROJECTED NEED	
	1701 Main Street	Off-Site Lease/Storage	RECOMMENDED 2025	LONG TERM 2040
	Total USF		Total USF	Total USF

COURT RELATED AGENCIES

Sheriff's Department	13,880		16,421	19,151
Solicitor's Office	17,630	TBD	37,370	45,369
Public Defender's Office	8,888	TBD	21,716	28,166
Department of Juvenile Justice (DJJ)	6,278		6,279	7,821
Court Appointed Special Advocates (CASA)	3,867		7,382	8,984
Sister Care	120		200	300
Parole and Pardon Services	300		450	600
COURT RELATED AGENCIES - Net Usable Area	50,963	0	89,818	110,392

NON-COURT RELATED AGENCIES

Register of Deeds	10,970		9,104	9,613
Legislative Division of Veterans Affairs	2,658		0	0
NON-COURT AGENCIES - Net Usable Area	13,628	0	9,104	9,613

JOINT USE FACILITIES

Joint Use Facilities	3,200		5,540	7,800
JOINT USE - Net Usable Area	3,200	0	5,540	7,800

TOTAL - Net Usable Area	144,339	0	222,726	275,529
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Existing Gross Factor	0.70		-	-
New Construction Gross Factor	0.70		95,454	118,084

BUILDING GROSS AREA - Rounded	206,000		319,000	400,000
% growth			155%	194%

Enclosed Parking Spaces	344		38	38
Secured Parking Spaces	117		540	727

Notes:

- Existing space allocation is based on survey of building, space walk-throughs and space questionnaires completed in July 2017.
- Projected space allocation is based on space need interviews completed in July 2017, space questionnaires and population growth for Richland County.
- Population growth for Richland County is projected to be 73% by year 2050, approximately 2.13% growth per year. (2016 census 409,549 population; projected to be 706,818 population by 2050. Actual growth, or Court growth may differ.
- Projected space allocation for Sister Care and Parole/Pardon Services are placeholders, since space interviews were not conducted at the time of publication.
- Off-site leased space is being consolidated for Solicitor's Office. All off-site storage for agencies to remain until files can be digitized.

PERSONNEL

The graphic to the right illustrates the existing, and projected judiciary growth. By 2025 we recommend four additional courtrooms and space accommodation for 3 additional judges. By 2040 the projected Judicial program accounts for a total of 24 full time judges, 4 visiting judges, and a total of 23 courtrooms. The program assumes 1 courtroom for each full time judge, with probation sharing 2:1. We recommend the court develop a courtroom sharing policy for visiting and incoming judiciary.



**EXISTING JUDICIAL SPACES AND PROJECTED NEEDS - SUMMARY**

Judge Type	EXISTING			PROJECTED NEED					
	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	J	CH	CR	J	CH	CR	J	CH	CR
<b>COURT FAMILY</b>									
<b>Circuit Court</b>	6	6	6	7	7	7	9	9	9
Hon. L Casey Manning, Chief Judge									
Hon. Jocelyn Newman									
Hon. Alison Lee									
Hon. Robert Hood									
Hon. DeAndrea Benjamin									
Judge 6 (Vacant)									
Judge 7 (Future)									
Judge 8 (Future)									
Judge 9 (Future)									
<b>Circuit Court - Visiting</b>	2	1	0	2	2	0	2	2	0
<b>Master-In-Equity</b>	1	1	1	1	1	1	2	2	2
Hon. Joseph Strickland (Courtroom #2D)									
Judge 2 (Future)									
<b>Family Court</b>	6	6	5	7	7	7	9	9	9
Judge 1									
Judge 2									
Judge 3									
Judge 4									
Judge 5									
Judge 6									
Judge 7 (Future)									
Judge 8 (Future)									
Judge 9 (Future)									
<b>Probate Court (4 year term)</b>	2	2	1	3	3	2	4	4	3
Hon. Amy McCullough, Chief Judge									
Hon. Jacqueline Belton									
Judge 3 (Future)									
Judge 4 (Future)									
<b>Probate Court - Visiting (part-time, 4 year term)</b>	2	0	0	2	1	0	2	1	0
Hon. Ralph Smiley									
Hon. Kayin Darby									
<b>Court Family Subtotal</b>	19	16	13	22	21	17	28	27	23

**SUPPORTING INFORMATION**

- Notes:
- 1 Judicial growth based on population growth.
  - 2 Court to confirm current and projected judgeships, including vacancies and future positions.
  - 3 "J" refers to judges, "CH" refers to chambers, and "CR" refers to courtrooms.
  - 4 Court to develop policy about courtroom sharing and ratio of judges to courtrooms.

**PERSONNEL SUMMARY**

Program Components	EXISTING		PROJECTED NEED			
	EXISTING SPACE 2017		RECOMMENDED SPACE NEEDS 2025		LONG TERM SPACE NEEDS 2040	
	Personnel		Personnel		Personnel	
<b>COURT FAMILY</b>						
<b>Circuit Court</b>						
Circuit Judges' Chambers	24		28		36	
Visiting Circuit Judges' Chambers	2		4		4	
Circuit Judges Courtrooms	-		-		-	
Grand Jury Suite	-		-		-	
Clerk of Court	45		49		67	
Jury Assembly	2		2		3	
<b>Master-In-Equity</b>						
Master-In-Equity Judges' Chambers	5		6		12	
Master-In-Equity Judges' Courtrooms	-		-		-	
<b>Family Court</b>						
Family Court Judges' Chambers	24		28		36	
Family Court Judges' Courtrooms	-		-		-	
Clerk of Court - Family Court	38		42		57	
<b>Circuit Court - Personnel:</b>	140		159		215	
<b>Probate Court</b>						
Probate Judges' Chambers	3		12		16	
Probate Judges' Courtrooms	-		-		-	
Clerk of Court - Probate Court	22		24		31	
<b>Probate Court - Personnel:</b>	25		36		47	
<b>Shared Judicial Space</b>						
Courts' Shared Support	-		-		-	
<b>Shared Judicial Space - Personnel</b>	N/A		N/A		N/A	
<b>COURT FAMILY - TOTAL PERSONNEL:</b>	165		195		262	
<b>COURT RELATED AGENCIES</b>						
Sheriff's Department	47		55		75	
Solicitor's Office	124		138		188	
Public Defender's Office	55		91		123	
Department of Juvenile Justice (DJJ)	27		30		40	
Court Appointed Special Advocates (CASA)	27		32		40	
Sister Care	TBD		TBD		TBD	
Parole and Pardon Services	TBD		TBD		TBD	
<b>COURT RELATED AGENCIES - PERSONNEL</b>	280		346		466	
<b>NON-COURT RELATED AGENCIES</b>						
Register of Deeds	16		18		24	
Legislative Division of Veterans Affairs	TBD		TBD		TBD	
<b>NON-COURT RELATED AGENCIES - PERSONNEL</b>	16		18		24	
<b>JOINT USE FACILITIES</b>	N/A		N/A		N/A	
<b>PROJECTED BUILDING PERSONNEL:</b>	461		559		752	

**CIRCUIT COURT JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Judge's Chamber	6	-	-	7	400	2800	9	400	3600
Judicial Assistant Workstation	6	-	-	7	100	700	9	100	900
Law Clerk Office	6	-	-	7	120	840	9	120	1080
Court Reporter Office	6	-	-	7	120	840	9	120	1080
Support Spaces									
Reception Area	-	-	-	7	100	700	9	100	900
Judge's Conference Room <sup>3</sup>	-	-	-	7	100	700	9	100	900
Judge's Private Restroom	-	-	-	7	50	350	9	50	450
Judge's Vestibule	-	-	-	7	35	245	9	35	315
Coat Closet	-	-	-	7	10	70	9	10	90
Kitchenette	-	-	-	7	20	140	9	20	180
File/Supply/Work Area	-	-	-	7	100	700	9	100	900
Intern Touchdown Area	-	-	-	7	25	175	9	25	225
Net Area:			N/A	1,180		8,260	1,180		10,620
Circulation 17%			N/A	242		1,692	242		2,175
Net Usable Area Total:		900	5,530	1,422		9,952	1,422		12,795
<b>Total Personnel</b>	<b>24</b>			<b>28</b>			<b>36</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 Judicial growth based on population growth.
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.
- 3 Judicial Conference Room is intended to be shared - 100 sf is allocated in each full-time chamber for (1) 200 sf room

**CIRCUIT COURT VISITING JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Judge's Chambers Office	1	-	-	2	300	600	2	300	600
Law Clerk Workstation	1	-	-	2	100	200	2	100	200
Support Spaces									
Reception Area	-	-	-	2	100	200	2	100	200
Coat Closet	-	-	-	2	10	20	2	10	20
Work Area	-	-	-	2	40	80	2	40	80
Judges' Vestibule	-	-	-	2	35	70	2	35	70
Judge's Private Restroom	-	-	-	2	50	100	2	50	100
Net Area:			N/A		635	1,270		635	1,270
Circulation 17% <sup>2</sup>			N/A		130	260		130	260
Net Usable Area Total:					410	765		410	765
<b>Total Personnel <sup>1</sup></b>	<b>2</b>			<b>4</b>			<b>4</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 Circuit Court currently has (2) visiting judges who share a small visiting chamber, or borrow space from judges who are on vacation or sitting at another courthouse. It is recommended to provide 2 visiting chambers.
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.

**CIRCUIT COURTROOMS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit	Total	QTY	Unit	Total	QTY	Unit	Total
		USF	USF		USF	USF		USF	
Ceremonial Courtroom	0	-	-	1	3,400	3,400	1	3,400	3,400
Criminal Courtroom	4	3,000	-	4	2,400	9,600	4	2,400	9,600
Civil Courtroom	2	1,200	-	2	1,400	2,800	4	1,400	5,600
Public Waiting Area	-	-	-	7	200	1,400	9	200	1,800
Soundlock	-	-	-	7	80	560	9	80	720
Atty/Witness Rm (2 @ 150 sf)	2	600	-	7	300	2,100	9	300	2,700
Large Trial Jury Room	0	-	-	1	500	500	1	500	500
Trial Jury Room	5	350	-	4	350	1,400	4	350	1,400
Jury Suite Soundlock	-	-	-	5	50	250	5	50	250
Jury Suite Coat Closet	-	-	-	5	20	100	5	20	100
Jury Suite Service Unit	-	-	-	5	20	100	5	20	100
Jury Suite Toilets (2 @ 50 sf)	-	-	-	5	100	500	5	100	500
Jury Suite Bailiff Station	-	-	-	5	50	250	5	50	250
A/V Room	-	-	-	7	50	350	9	50	450
Exhibit Storage	-	-	-	7	25	175	9	25	225
Judicial Staff Restroom (indiv. or grouped)	-	-	-	7	50	350	9	50	450
Holding Cells (see 'Sheriff Dept')	-	-	-	-	-	-	-	-	-
Net Area:			N/A			23,835			28,045
Circulation 17% <sup>1</sup>			N/A			4,882			5,744
Net Usable Area:			21,664			28,717			33,789
Total Personnel		N/A			N/A			N/A	

**SUPPORTING INFORMATION**

Notes:

- 1 Circulation factor of 17% recommended; net total is multiplied by 0.2048. Circulation includes private corridors to access courtrooms.
- 2 Circuit Court currently assigns one judge to one courtroom; criminal cases are held in Courtrooms 2A, 2B, 3A, 3B and civil cases in Courtrooms 2C, 2E. However, these courtrooms are often shared to accommodate larger trials and for visiting judiciary.
- 3 Criminal courtrooms require holding cell and jury box/jury suite. Ceremonial courtroom to be fit out for criminal use, with large trial jury suite.
- 4 Civil courtrooms do not require holding cell or jury box/jury suite.

**GRAND JURY SUITE**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit	Total	QTY	Unit	Total	QTY	Unit	Total
		USF	USF		USF	USF		USF	
Grand Jury Hearing Room	1	680	680	1	700	700	2	700	1,400
Waiting Area	-	-	-	1	350	350	2	350	700
Witness Room #1	-	-	-	1	200	200	2	200	400
Witness Room #2	-	-	-	1	120	120	2	120	240
Entry Area	-	-	-	1	50	50	2	50	100
Coat Closet	-	-	-	1	20	20	2	20	40
Bailiff Station	-	-	-	1	50	50	2	50	100
Restroom (2 @ 50 sf)	-	-	-	1	100	100	2	100	200
A/V Room	-	-	-	1	50	50	2	50	100
Net Area:			680			1,640			3,280
Circulation 11% <sup>1</sup>			N/A			203			405
Net Usable Area:			1,170			1,843			3,685
Total Personnel		N/A			N/A			N/A	

**SUPPORTING INFORMATION**

Notes:

- 1 Grand Jury growth based on population growth.
- 2 Circulation factor of 11% recommended; net total is multiplied by 0.1236

CLERK OF COURT									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Personnel

Clerk of Court Office	1	-	-	1	180	180	1	180	180
Clerk of Court Admin Assistant Office	1	-	-	1	120	120	1	120	120
Chief Deputy Clerk Office	1	-	-	1	150	150	1	150	150
Chief Deputy Clerk Admin Assistant Worksta	1	-	-	1	120	120	1	120	120
Accounting Manager Office	1	-	-	1	120	120	1	120	120
Supervisor Office	3	-	-	3	120	360	4	120	480
Court Scheduler Workstation	2	-	-	2	64	128	3	64	192
Courtroom Clerk's Workstation	4	-	-	5	64	320	7	64	448
Civil Records Clerks' Workstation	3	-	-	3	64	192	5	64	320
Criminal Records Clerks' Workstation	6	-	-	7	64	448	9	64	576
Data Entry Specialist Workstation	3	-	-	3	50	150	5	50	250
IT Specialist Workstation	2	-	-	3	50	150	4	50	200
Info Specialist Workstation	5	-	-	5	50	250	7	50	350
Technician Workstation	2	-	-	2	50	100	3	50	150
Courtroom Bailiff Touchdown Area	10	-	-	11	25	275	15	25	375

CLERK OF COURT									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Support Spaces

Reception/Waiting Area	-	-	-	1	400	400	1	400	400
Public Counter (6 LF per station)	-	-	-	3	100	300	3	100	300
Public Records Exam Room	-	-	-	1	80	80	1	80	80
Public Research Room	-	-	-	1	600	600	1	600	600
Public Computer Stations (6)	-	-	-	-	-	-	-	-	-
Public Research Tables (2)	-	-	-	-	-	-	-	-	-
County Ordinance Shelving (12 LF)	-	-	-	-	-	-	-	-	-
Public Copiers (1)	-	-	-	-	-	-	-	-	-
Small Conference Room	-	-	-	1	250	250	1	250	250
Large Conference Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Evidence Vault	-	-	-	1	80	80	1	80	80
Exhibit Storage	-	-	-	1	200	200	1	200	200
Financial Vault/ Safe	-	-	-	1	20	20	1	20	20
Secured Records Storage	-	-	-	1	100	100	1	100	100
Active Records Storage	-	800	-	1	1,000	1,000	1	250	250
Inactive Records Storage (off site)	-	-	-	0	-	-	0	-	-
Bulk/Supply Storage	-	-	-	1	300	300	1	300	300
Copy/Work Room	-	-	-	2	150	300	1	150	150
Scanning Area	-	-	-	1	150	150	1	150	150
Staff Break Room	-	-	-	1	300	300	1	400	400
Staff Coat Closet	-	-	-	1	20	20	1	30	30
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
IT Server (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Mail Work Area	-	-	-	1	200	200	1	200	200
Mail Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-

Net Area: N/A 7,363 7,541

Circulation 24% <sup>1</sup> N/A 2,325 2,381

Net Usable Area: 9,150 9,688 9,922

Total Personnel <sup>2</sup> 45 49 67

SUPPORTING INFORMATION

Notes:

- 1 Clerk of Court growth based on judicial growth (population growth.)
- 2 Circulation factor of 24% recommended; net total is multiplied by 0.3158
- 3 Current visitation to Clerk of Court TBD.
- 4 Public Counter requires glass or plexiglass partition.
- 5 Security needs include CCTV, panic buttons at Public Counter.
- 6 Space Needs assume e-filing will be implemented in 2018, with need for hardcopy paper storage through short-term until backlog is scanned or sent off-s

**CIRCUIT COURT - JURY ASSEMBLY**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Personnel									
Juror Coordinator Office	1	-	-	1	120	120	1	120	120
Juror Coord Assistant	1	-	-	1	100	100	2	100	200
Support Spaces									
Reception/Check-in	-	-	-	1	100	100	1	100	100
Public Counter	-	-	-	2	100	200	3	100	300
Orientation Rm	1	2300	-	200	10	2,000	300	10	3,000
Juror Lounge	-	-	-	40	20	800	44	20	880
Juror Vending Machines Area	-	-	-	4	15	60	4	15	60
Juror Kitchenette	-	-	-	1	100	100	1	100	100
Juror Coat Closet	-	-	-	200	0.75	150	300	0.75	225
Juror Restrooms (group or indiv.)	-	-	-	6	50	300	8	50	400
Supply Storage	-	-	-	1	50	50	1	50	50
Equipment Storage	-	-	-	1	100	100	1	100	100
File Storage	-	-	-	1	100	100	0	100	0
Net Area:						4,180	5,535		
Circulation 11% <sup>2</sup>						517	684		
Net Usable Area:						4,697	6,219		
Total Personnel <sup>2</sup>	2			2			3		

**SUPPORTING INFORMATION**

Notes:

- 1 Jury Assembly growth based on Judicial Growth (population growth.) Assumes juror pool of 200 in year 2022; 300 in year 2040.
- 2 Circulation factor of 11% recommended; net total is multiplied by 0.1236
- 3 Space Needs assume need for hardcopy paper storage through short-term, with only digital juror records long-term.

**MASTER IN EQUITY JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Judge's Chamber	1	-	-	1	400	400	2	400	800
Judicial Assistant Workstation	1	-	-	1	100	100	2	100	200
Law Clerk Office <sup>3</sup>	0	-	-	1	120	120	2	120	240
Administrative Clerk Office	3	-	-	3	120	360	6	120	720
Support Spaces									
Reception Area	-	-	-	1	100	100	2	100	200
Judge's Conference Room <sup>4</sup>	-	-	-	1	100	100	2	100	200
Judge's Private Restroom	-	-	-	1	50	50	2	50	100
Judge's Vestibule	-	-	-	1	35	35	2	35	70
Coat Closet	-	-	-	1	10	10	2	10	20
Kitchenette	-	-	-	1	20	20	2	20	40
File/Supply/Work Area	-	-	-	1	100	100	2	100	200
Intern Touchdown Area	-	-	-	1	25	25	2	25	50
Net Area:			N/A		1,180	1,420		1,180	2,840
Circulation 17%			N/A		242	291		242	582
Net Usable Area Total:			1,285		1,422	1,711		1,422	3,422
Total Personnel	5			6			12		

**SUPPORTING INFORMATION**

Notes:

- 1 Judicial growth is not expected in short term, since Circuit Court Judiciary can hear MIE cases. It is recommended to plan on second judge in long-term
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.
- 3 Law Clerk position has been requested by MIE, and added to program.
- 4 Judicial Conference Room is intended to be shared - 100 sf is allocated in each full-time chamber for (1) 200 sf room

**MASTER IN EQUITY COURTROOMS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Courtroom	1	1,100	1,100	1	1,400	1,400	2	1,400
Public Waiting Area	-	-	-	1	200	200	2	200	400
Soundlock	-	-	-	1	80	80	2	80	160
Atty/Witness Rm (2 @ 150 sf)	-	-	-	1	300	300	2	300	600
A/V Room	-	-	-	1	50	50	2	50	100
Exhibit Storage	-	-	-	1	25	25	2	25	50
Judicial Staff Restroom (indiv. or grouped)	-	-	-	1	50	50	2	50	100
Net Area:			N/A		2,105	2,105		2,105	4,210
Circulation 17%*			N/A		432	432		432	863
Net Usable Area:			1,089		2,537	2,537		2,537	5,073
Total Personnel	N/A			N/A			N/A		

**SUPPORTING INFORMATION**

Notes:

- 1 Circulation factor of 17% recommended; net total is multiplied by 0.2048. Circulation includes private corridors to access courtrooms.
- 2 Master In Equity conducts civil non-jury cases, similar to a chancery court. Cases are held in Courtroom 2D, however, sometimes a larger courtroom is borrowed from Circuit Court to accommodate increased public seating.
- 3 Courtrooms do not require holding cell, jury box/jury suite. Hearings are open to public with high attendance and should maximize public seating.



**FAMILY COURT - JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Judge's Chamber	6	-	-	7	400	2800	9	400	3600
Judicial Assistant Workstation	6	-	-	7	100	700	9	100	900
Law Clerk Office	6	-	-	7	120	840	9	120	1080
Court Reporter Office	6	-	-	7	120	840	9	120	1080
Support Spaces									
Reception Area	-	-	-	7	100	700	9	100	900
Judge's Conference Room <sup>3</sup>	-	-	-	7	100	700	9	100	900
Judge's Private Restroom	-	-	-	7	50	350	9	50	450
Judge's Vestibule	-	-	-	7	35	245	9	35	315
Coat Closet	-	-	-	7	10	70	9	10	90
Kitchenette	-	-	-	7	20	140	9	20	180
File/Supply/Work Area	-	-	-	7	100	700	9	100	900
Intern Touchdown Area	-	-	-	7	25	175	9	25	225
Net Area:			N/A		1,180	8,260		1,180	10,620
Circulation 17%			N/A		242	1,692		242	2,175
Net Usable Area Total:			5,530		1,422	9,952		1,422	12,795
Total Personnel <sup>1</sup>	24			28			36		

**SUPPORTING INFORMATION**

Notes:

- 1 Judicial growth based on population growth.
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.
- 3 Judicial Conference Room is intended to be shared - 100 sf is allocated in each full-time chamber for (1) 200 sf room

**FAMILY COURT - JUDGES' COURTROOMS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Courtroom	5	1,200	-	7	1,400	9,800	9	1,400
Public Waiting Area	1	1,300	-	7	200	1,400	9	200	1,800
Soundlock	-	-	-	7	80	560	9	80	720
Atty/Witness Rm (2 @ 150 sf)	-	-	-	7	300	2,100	9	300	2,700
A/V Rm	-	-	-	7	50	350	6	50	300
Exhibit Storage	-	-	-	7	25	175	6	25	150
Judicial Staff Restroom (individ. or grouped)	-	-	-	7	50	350	6	50	300
Juvenile Holding Cells (see 'Sheriff Dept')	-	-	-	-	-	-	-	-	-
Net Area:			N/A		2,105	14,735			18,570
Circulation 17% <sup>1</sup>			N/A			3,018			3,803
Net Usable Area:					10,840	17,753			22,373
Total Personnel <sup>2</sup>		N/A			N/A			N/A	

**SUPPORTING INFORMATION**

Notes:

- 1 Circulation factor of 17% recommended; net total is multiplied by 0.2048. Circulation includes private corridors to access courtrooms.
- 2 Family Court currently assigns 6 judges to 5 courtrooms; cases are held in Courtrooms 3C, 3D, 3E, 3F and 3G. However, they have requested one judge to one courtroom moving forward.
- 3 Family Court has requested that existing jury boxes be removed from Family Courtrooms to increase space in attorney's well.
- 3 Courtrooms require a juvenile holding cell; however, jury box/jury suite is not required. Trials are closed to public.

**CLERK OF COURT - FAMILY COURT**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Clerk of Court Office	1	-	-	1	180	180	1	180	180
Clerk of Court Admin Assistant Office	1	-	-	1	120	120	1	120	120
Chief Deputy Clerk Office	1	-	-	1	150	150	1	150	150
Deputy Clerk Admin Assistant Workst	1	-	-	1	120	120	1	120	120
Accounting Manager Office	1	-	-	1	120	120	2	120	240
Accounting Specialist Office	3	-	-	4	120	480	5	120	600
Cashier Workstations	2	-	-	2	64	128	3	64	192
Courtroom Clerk Office	6	-	-	7	120	840	9	120	1,080
Wage Withholding Clerks' Workst	5	-	-	5	64	320	7	64	448
Court Scheduler Workstation	3	-	-	3	64	192	4	64	256
Deputy Clerk Technician	1	-	-	1	64	64	2	64	128
Part Time Clerk Workstation	3	-	-	3	50	150	4	50	200
Information Specialist Workstation	5	-	-	5	64	320	6	64	384
Information Technician Workstation	1	-	-	2	50	100	3	50	150
Data Entry Specialist Workstation	2	-	-	3	50	150	4	50	200
Data Entry Technician Workstation	2	-	-	2	50	100	4	50	200

**CLERK OF COURT - FAMILY COURT**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Support Spaces								
Reception/Waiting Area	-	-	-	1	400	400	1	400	400
Public Counter (6 LF per station)	-	-	-	3	100	300	5	100	500
Public Counter/Docketing (6 LF per st.)	-	-	-	2	100	200	5	100	500
Public Records Exam Room	-	-	-	1	150	150	1	150	150
Public Computer Stations (TBD)									
Public Research Tables (2)									
Public Copiers (TBD)									
Small Conference Room (8-10 persons)	-	-	-	1	250	250	1	250	250
Large Conference Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Financial Vault/ Safe	-	-	-	1	20	20	1	20	20
Secured Records Storage	-	-	-	1	100	100	1	100	100
Active Records Storage	-	-	-	1	800	800	1	200	200
Inactive Records Storage (off site)	-	-	-	0	-	-	0	-	-
Exhibit Storage	-	-	-	1	200	200	1	200	200
Bulk/Supply Storage	-	-	-	1	300	300	1	300	300
Copy/Work Room	-	-	-	2	150	300	1	150	150
Scanning Area	-	-	-	1	150	150	1	150	150
Staff Break Room	-	-	-	1	300	300	1	400	400
Staff Coat Closet	-	-	-	1	20	20	2	30	60
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
IT Server (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Mail Work Area	-	-	-	1	200	200	1	200	200
Mail Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Net Area:			N/A			7,224			8,228
Circulation 24% <sup>1</sup>			N/A			2,281			2,598
Net Usable Area:			7,200			9,505			10,826
Total Personnel <sup>2</sup>			38			42			57

**SUPPORTING INFORMATION**

Notes:

- 1 Clerk of Family Court growth based on judicial growth (population growth.)
- 2 Circulation factor of 24% recommended; net total is multiplied by 0.3158
- 3 Current visitation to Clerk of Family Court TBD.
- 4 Public Counter requires glass or plexiglass partition; two separate windows for general filing and cashier/payment area.
- 5 Security needs include CCTV, panic buttons at Public Counter.
- 6 Space needs assume e-filing will be implemented in 2018, with need for hardcopy paper storage through short-term until backlog is scanned or sent off-

**PROBATE COURT JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Personnel									
Judge's Chamber	2	-	-	3	400	1200	4	400	1600
Judicial Assistant Workstation	1	-	-	3	100	300	4	100	400
Law Clerk Office <sup>3</sup>	0	-	-	3	120	360	4	120	480
Court Reporter Office <sup>3</sup>	0	-	-	3	120	360	4	120	480
Support Spaces									
Reception Area	-	-	-	3	100	300	4	100	400
Judge's Conference Room <sup>4</sup>	-	-	-	3	100	300	4	100	400
Judge's Private Restroom	-	-	-	3	50	150	4	50	200
Judge's Vestibule	-	-	-	3	35	105	4	35	140
Coat Closet	-	-	-	3	10	30	4	10	40
Kitchenette	-	-	-	3	20	60	4	20	80
File/Supply/Work Area	-	-	-	3	100	300	4	100	400
Intern Touchdown Area	-	-	-	3	25	75	4	25	100
Net Area:			N/A		1,180	3,540		1,180	4,720
Circulation 17%			N/A		242	725		242	967
Net Usable Area Total:			1,762		1,422	4,265		1,422	5,687
<b>Total Personnel<sup>1</sup></b>	<b>3</b>			<b>12</b>			<b>16</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 Judicial growth based on population growth. Additional full time judge anticipated in 1-2 years.
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.
- 3 A Law Clerk and Court Reporter are added to program to make chambers match size for Circuit and Family Judiciary - for flexibility in future.
- 4 Judicial Conference Room is intended to be shared - 100 sf is allocated in each full-time chamber for (1) 200 sf room

**PROBATE COURT VISITING JUDGES' CHAMBERS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Personnel									
Judge's Chamber	2	-	-	2	300	600	2	300	600
Law Clerk Workstation	-	-	-	2	100	200	2	100	200
Support Spaces									
Reception Area	-	-	-	2	100	200	2	100	200
Coat Closet	-	-	-	2	10	20	2	10	20
Work Area	-	-	-	2	40	80	2	40	80
Judges' Vestibule	-	-	-	2	35	70	2	35	70
Judge's Private Restroom	-	-	-	2	50	100	2	50	100
Net Area:			N/A		635	1,270		635	1,270
Circulation 17% <sup>2</sup>			N/A		130	260		130	260
Net Usable Area Total:					765	1,530		765	1,530
<b>Total Personnel<sup>1</sup></b>	<b>2</b>			<b>4</b>			<b>4</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 Probate Court currently has (2) part time judges who share a single visiting chambers. They are currently working from home, and spend time in other county facilities. It is recommended to house these judges in (2) visiting chambers.
- 2 Circulation factor of 17% recommended; net total is multiplied by 0.2048.

PROBATE JUDGES' COURTROOMS									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Courtroom	1	1,200	1,200	2	1,400	2,800	3	1,400	4,200
Video Teleconference Courtroom	-	-	-	1	400	400	1	400	400
Public Waiting Area	-	-	-	2	200	400	3	200	600
Soundlock	-	-	-	2	80	160	3	80	240
Atty/Witness Rm (2 @ 150 sf)	-	-	-	2	300	600	3	300	900
A/V Room	-	-	-	2	50	100	3	50	150
Exhibit Storage	-	-	-	2	25	50	3	25	75
Judicial Staff Restroom (indiv. or grouped)	-	-	-	2	50	100	3	50	150
Net Area:			N/A		2,505	4,610		2,505	6,715
Circulation 17%*			N/A		514	945		514	1,376
Net Usable Area:			2,350		3,019	5,555		3,019	8,091
Total Personnel		N/A			N/A			N/A	

#### SUPPORTING INFORMATION

##### Notes:

- 1 Circulation factor of 17% recommended; net total is multiplied by 0.2048. Circulation includes private corridors to access courtrooms.
- 2 Probate Court currently assigns 4 judges to 1 courtroom; cases are primarily held in Courtroom 2F but are also conducted offsite in other county facilities. Due to case volume, Probate regularly borrows Circuit Courtrooms and is anticipating an additional judge and courtroom within 1-2 years. A video conference courtroom is also requested to allow those who are in institutions to participate in hearings without a visit to the courthouse.
- 3 Courtrooms require a holding cell; however, jury box/jury suite is not required.

**CLERK OF COURT - PROBATE CLERK**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Personnel								
Clerk of Probate Office	1	-	-	1	180	180	1	180	180
Deputy Clerk of Probate Office	1	-	-	1	150	150	1	150	150
Executive Secretary Office	1	-	-	1	120	120	1	120	120
Senior Estate Clerk Office	4	-	-	4	150	600	4	150	600
Estate Clerk Office	4	-	-	4	120	480	5	120	600
Part-Time Estate Clerk Workstation	1	-	-	1	50	50	2	50	100
Guardianship/Conservatorship Dir Office	1	-	-	1	150	150	1	150	150
Guardianship/Conservatorship Clerk Office	1	-	-	2	120	240	3	120	360
Commitment Division Director Office	1	-	-	1	150	150	1	150	150
Commitment Div Admin Asst Workstation	1	-	-	2	64	128	3	64	192
Mental Health Court Coordinator Wkst	1	-	-	1	64	64	2	64	128
Marriage License Supervisor Workstation	1	-	-	1	100	100	1	100	100
Marriage License/ Microfilm Clerk Wkst	1	-	-	1	64	64	2	64	128
Part-Time Clerk Workstation	3	-	-	3	50	150	4	50	200

**CLERK OF COURT - PROBATE CLERK**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	Support Spaces								
Reception/Waiting Area	-	-	-	1	300	300	1	300	300
Public Counter (6 LF per station)	-	-	-	4	100	400	4	100	400
Public Records Exam Area	-	-	-	1	150	150	1	150	150
Public Computer Stations (TBD)									
Public Research Tables (TBD)									
Public Copiers (TBD)									
Small Conference Room (8-10 persons)	-	-	-	1	250	250	1	250	250
Large Conference Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Financial Safe	-	-	-	1	20	20	1	20	20
Secured Records Storage	-	-	-	1	50	50	1	50	50
Active Records Storage	-	-	-	1	400	400	1	100	100
Inactive Records Storage (off site)	-	-	-	0	-	-	0	-	-
Bulk/ Supply Storage	-	-	-	1	200	200	1	200	200
Copy/Work Room	-	-	-	1	150	150	1	150	150
Scanning Area	-	-	-	1	150	150	1	150	150
Staff Break Room	-	-	-	1	200	200	1	300	300
Staff Coat Closet	-	-	-	1	20	20	1	20	20
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
IT Server (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Mail Work Area	-	-	-	1	100	100	1	100	100
Mail Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Net Area:						5,016			5,348
Circulation 24%						1,584			1,689
Net Usable Area:					3,498	6,600			7,037
Total Personnel <sup>2</sup>	22			24			31		

**SUPPORTING INFORMATION**

- Notes:
- 1 Clerk of Probate Court growth based on population growth.
  - 2 Circulation factor of 24% is recommended; net total is multiplied by 0.3158
  - 3 Current visitation to Clerk of Probate Court is 100 persons per day, including marriage license applicants, attorneys, title searches.
  - 4 Public Counter requires glass or plexiglass partition TBD.
  - 5 Security needs include CCTV, panic buttons at Public Counter TBD.
  - 6 Space Needs assume e-filing will be implemented within 5 years, with need for hardcopy paper storage through short-term until backlog is scanned or sent c

COURTS' SHARED SUPPORT									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Shared Judges' Conference Rm (w/ videoconference)	1	590	590	1	400	400	1	400	400
Press Room	1	100	100	1	250	250	1	250	250
IT/Server Room - County	1	565	565	1	500	500	1	600	600
IT/Server Room - State	1	395	395	1	500	500	1	600	600
IT/Security Closet (assume 2 per floor)				6	80	480	10	80	800
Shared Courts' Canteen				1	300	300	1	300	300
Net Area:			N/A			2,430			2,950
Circulation 0%			N/A			N/A			N/A
Net Usable Area:			1,650			2,430			2,950
Total Personnel	N/A			N/A			N/A		

#### SUPPORTING INFORMATION

Notes:

- 1 Shared Courts' Canteen to provide kitchenette with sink, microwave, refrigerator and cabinets for snack storage.

SHERIFF'S DEPARTMENT									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	Unit	Total		Unit	Total		Unit	Total	
	QTY	USF	USF	QTY	USF	USF	QTY	USF	USF
Office Space									
Personnel									
Chief Deputy Office	1	-	-	1	180	180	1	180	180
Deputy Office	6	-	-	10	120	1,200	14	120	1,680
Deputy Touchdown Area (1 desk per 10 dep)	40	-	-	44	5	220	60	5	300
Support Spaces									
Public Reception/Waiting	-	-	-	1	150	150	1	150	150
Public Counter (6 LF per station)	-	-	-	1	100	100	1	100	100
Paternity Testing Room (DSS Space)	-	-	-	1	150	150	1	150	150
Command & Control Rm	-	-	-	1	400	400	1	400	400
Task Force/War Room (at Decker Center)	-	-	-	-	-	-	-	-	-
Medium Conference Room (12-15 persons)	-	-	-	1	400	400	1	400	400
Large Conference Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Secure Storage Room	-	-	-	1	200	200	1	200	200
Tactical Equipment Room	-	-	-	1	300	300	1	300	300
Supply Storage	-	-	-	1	120	120	1	120	120
Work/Copy/Mail Room	-	-	-	1	150	150	1	150	150
IT Room/Server Room	-	-	-	1	100	100	1	100	100
Fitness Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Locker & Shower Room (separate M/W)	-	-	-	2	300	600	2	300	600
Staff Restroom (incl. above)	-	-	-	-	-	-	-	-	-
Staff Break Room/Common Room <sup>3</sup> (include 'Deputy Touchdown Area' in this area)	-	-	-	1	300	300	1	300	300

SHERIFF'S DEPARTMENT									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	Unit	Total		Unit	Total		Unit	Total	
	QTY	USF	USF	QTY	USF	USF	QTY	USF	USF
Main Holding Cell									
Prisoner Vehicle Sallyport	1	1,690	-	1	1,200	1,200	1	1,200	1,200
Gun Locker	-	-	-	1	25	25	1	25	25
Outside Personnel Entry	-	-	-	1	50	50	1	50	50
Prisoner Processing	-	-	-	1	400	400	1	400	400
Prisoner Property	-	-	-	1	40	40	1	40	40
Prisoner Galley	-	-	-	1	100	100	1	100	100
Elevator Waiting Area	-	-	-	1	100	100	1	100	100
Isolation Cell (or Female/Juvenile)	6	-	-	4	100	400	6	100	600
Group Cell	5	-	-	10	200	2,000	12	200	2,400
Sallyport @ Each Cell (incl. 'circulation')	-	-	-	14	-	-	18	-	-
Personnel Restroom (if not collocated w/ offi	-	-	-	1	50	50	1	50	50
Atty/Prisoner Interview Rms									
Individual	3	-	-	3	75	225	4	75	300
Multi-defendant	2	-	-	2	150	300	2	150	300
Courtroom Holding Cell									
Adult Hold. Cells (2 per pair criminal ct)	-	-	-	4	100	400	6	100	600
Juvenile Hold. Cells (2 per pair family ct)	-	-	-	8	100	800	10	100	1,000
Sallyport @ Each Cell	-	-	-	12	60	720	16	60	960
Security Stations and Deputy Areas									
Lobby Security Desk (2 stations)	-	-	-	1	400	400	1	400	400
Garage Security Booth	-	-	-	1	100	100	1	100	100
Deputy Break Room (@ lobby desk)	-	-	-	1	200	200	1	200	200
Deputy Break Room (1 @ each court flr.)	-	-	-	2	200	400	3	200	600
Net Usable Area:					12,480			14,555	
Circulation 24%					N/A			3,941	
Net Usable Area:					13,880			16,421	
Total Personnel <sup>2</sup>	47			55			75		

SUPPORTING INFORMATION

Notes:

- 1 Sheriff Department growth is based on judicial growth (population growth.)
- 2 Sheriff has current office staff of 7 personnel, with 35-40 deputies spread throughout building.
- 3 Common Room to house 4-5 touchdown workspace and copier for deputies to perform administration.



SOLICITOR'S OFFICE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	Unit	Total		Unit	Total		Unit	Total	
	QTY	USF	USF	QTY	USF	USF	QTY	USF	USF
Personnel									
Main Office									
Solicitor Office	1	-	-	1	220	220	1	220	220
Deputy Solicitor II Office	1	-	-	1	180	180	1	180	180
Deputy Solicitor I Office	1	-	-	1	180	180	2	180	360
First Assistant Solicitor Office	1	-	-	1	150	150	2	150	300
Assistant Solicitor Office	33	-	-	37	150	5,550	50	150	7,500
Law Clerk Office	14	-	-	15	120	1,800	15	120	1,800
Paralegal Workstation	10	-	-	11	100	1,100	15	100	1,500
Chief Investigator Office	1	-	-	1	150	150	1	150	150
Investigator Office	4	-	-	6	120	720	12	120	1,440
Receptionist Workstation	2	-	-	2	64	128	3	64	192
Admin Assistant Workstation	3	-	-	3	64	192	4	64	256
Director of Communications Office	1	-	-	1	120	120	2	120	240
Office Manager Workstation	1	-	-	1	64	64	2	64	128
Intern Touchdown Area (not incl. personnel	37	-	-	40	25	1,000	55	25	1,375
Family Court									
Family Court Assistant Solicitor Office	1	-	-	1	150	150	1	150	150
Family Court Attorney Office	1	-	-	2	120	240	3	120	360
Family Court Admin Assistant Workstation	3	-	-	4	64	256	5	64	320
Victim Witness Division									
Victim Witness Director Office	1	-	-	1	150	150	1	150	150
Victim Witness Admin Assistant Workstation	1	-	-	1	64	64	1	64	64
Victim Witness Advocate Workstation	6	-	-	7	64	448	8	64	512
Victim Witness Clerk Workstation	1	-	-	1	64	64	2	64	128
Bench Warrant Division									
Bench Warrant Clerk Workstation	1	-	-	1	64	64	3	64	192
Records Division									
Records Personnel Workstation	2	-	-	2	50	100	4	50	200
Grand Jury									
Grand Jury Coordinator Workstation	1	-	-	1	64	64	2	64	128
Grants									
Grant Coordinator Workstation	1	-	-	1	64	64	2	64	128

SOLICITOR'S OFFICE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	Unit	Total		Unit	Total		Unit	Total	
	QTY	USF	USF	QTY	USF	USF	QTY	USF	USF
IT Division									
IT Specialists Workstation	2	-	-	3	64	192	4	64	256
Affiliate Services									
Director of Affiliate Services Office	1	-	-	1	150	150	1	150	150
Social Worker/ Juvenile MHC Office	1	-	-	1	120	120	3	120	360
Medicaid									
Medicaid Specialist Workstation	1	-	-	1	64	64	2	64	128
Worthless Checks Unit									
Director of Worthless Checks Office	1	-	-	1	150	150	1	150	150
Worthless Checks Clerk Office	1	-	-	1	120	120	1	120	120
Worthless Checks Street Team Workstation	1	-	-	1	50	50	2	50	100
Worthless Checks Intern Touchdown Area	1	-	-	1	25	25	1	25	25
Expungements Division									
Director of Expungements	1	-	-	1	150	150	1	150	150
Expungements Case Manager Office	2	-	-	2	120	240	3	120	360
Treatment Court Programs									
Director of Drug Treatment Court Office	1	-	-	1	150	150	1	150	150
Clinical Counselor Office	6	-	-	7	120	840	9	120	1,080
Juvenile DC Program Coordinator Office	1	-	-	1	120	120	2	120	240
Drug Treatment Court Admin Assistant Work	2	-	-	2	64	128	3	64	192
Director of DUI Court Office	1	-	-	1	150	150	1	150	150
Pre-Trial Intervention									
Director of Pre-Trial Intervention Office	1	-	-	1	150	150	1	150	150
Director of JCAP/TEP Office	1	-	-	1	150	150	1	150	150
Pre-Trial Intervention Case Manager Office	6	-	-	7	120	840	8	64	512
Pre-Trial Intervention Receptionist Workst	1	-	-	1	64	64	1	64	64

3 - PROGRAM OF REQUIREMENTS

SOLICITOR'S OFFICE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Support Spaces									
Reception/Waiting Area Primary	-	-	-	1	400	400	1	400	400
Reception/Waiting Area Programs	-	-	-	3	200	600	3	200	600
Public Counter (6 LF per station)	-	-	-	5	100	500	6	100	600
Small Conference Room (8-10 persons)	4	-	-	4	250	1,000	6	250	1,500
Medium Conference Room (12-15 persons)	4	-	-	1	400	400	1	400	400
Large Conference Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see ' Joint Use')	-	-	-	-	-	-	-	-	-
Video Teleconference Room	-	-	-	1	400	400	1	400	400
Library (none)	-	-	-	-	-	-	-	-	-
Mock Courtroom	-	-	-	1	600	600	1	600	600
Trial Prep Room (1 per 10 attorneys)	-	-	-	4	250	1,000	6	250	1,500
Witness Interview Room	-	-	-	3	150	450	4	150	600
Group Counselling Room	6	-	-	6	300	1,800	6	300	1,800
Secure Intelligence Distribution Center	1	654	-	1	500	500	1	500	500
Secure Evidence Storage (w/ technician)	-	-	-	1	200	200	1	300	300
Active Records Storage	1	300	-	1	400	400	-	400	-
Inactive Records Storage (off-site)	-	-	-	-	-	-	-	-	-
Equipment/Bulk Storage	-	-	-	1	400	400	1	400	400
Supply Storage	-	-	-	1	200	200	1	200	200
IT/Server Room	-	-	-	1	200	200	1	200	200
Copy/Work Room	-	-	-	4	150	600	2	150	300
Scanning Room	-	-	-	1	250	250	1	250	250
Shredder Bin Storage	-	-	-	1	100	100	1	100	100
Solicitor's Restroom	-	-	-	1	50	50	1	50	50
Staff Break Room	-	-	-	3	300	900	3	300	900
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Coat Closet	-	-	-	4	20	80	6	20	120
Mail Work Area	-	-	-	1	300	300	1	300	300
Mail Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Net Area:		N/A	N/A			28,401			34,480
Circulation 24%*			N/A			8,969			10,889
Net Usable Area:			17,630			37,370			45,369
<b>Total Personnel</b>	<b>124</b>			<b>138</b>			<b>188</b>		

SUPPORTING INFORMATION

Notes:

- 1 Solicitor growth is based on population growth. Much of their recent growth has been due to increase in diversion and community programs; Solicitor's Office was also restructured to match police regions.
- 2 Circulation factor of 24% is recommended; net total is multiplied by 0.3158
- 3 Current visitation to Solicitor is TBD, including community members, defendants and their families, victims, witnesses, private attorneys and law enforcement.
- 4 Security needs include bullet-proof glass partition at public counter with panic button and CCTV at entrance/exits.
- 5 Space needs assume records will be digital after 2022. A scanning room has been added to accommodate this shift.
- 6 Space needs include diversion and treatment programs, some of which are currently housed in off site lease space.

PUBLIC DEFENDER'S OFFICE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Personnel									
5th Circuit Public Defender Office	1	-	-	1	180	180	1	180	180
Attorney Office	38	-	-	44	150	6,600	60	150	9,000
Paralegal Workstation (1 per 4 attorneys)	8	-	-	12	100	1,200	16	100	1,600
Secretary Workstation (1 per 4 attorneys)	2	-	-	12	64	768	16	64	1,024
Investigator Office (1 per 4 attorneys)	1	-	-	12	120	1,440	16	150	2,400
Social Worker Office (1 per 8 attorneys)	1	-	-	6	120	720	8	120	960
Office Manager Workstation	1	-	-	1	64	64	1	64	64
Manager of Office Administration Workstation	1	-	-	1	64	64	2	64	96
Clerk Receptionist Workstation	2	-	-	2	64	128	3	64	192

PUBLIC DEFENDER'S OFFICE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Support Spaces									
Reception/Waiting Area	-	-	-	1	400	400	1	600	600
Public Counter (6 LF per station)	-	-	-	2	100	200	3	100	100
Small Conference Room (8-10 persons)	-	-	-	2	250	500	3	250	750
Medium Conference Room (12-15 pers)	-	-	-	1	400	400	1	400	400
Large Conference Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Library (none)	-	-	-	-	-	-	-	-	-
Video Teleconference Room	-	-	-	1	400	400	1	400	400
Trial Prep Room (1 per 10 attorneys)	-	-	-	4	250	1,000	6	250	1,500
Witness Interview Room	-	-	-	1	150	150	2	150	300
Computer Forensics Lab	-	-	-	1	250	250	1	250	250
Active Records Storage	-	-	-	1	300	300	-	300	-
Inactive Records Storage (off-site)	-	-	-	-	-	-	-	-	-
Equipment/Bulk Storage	-	-	-	1	150	150	1	150	150
Supply Storage	-	-	-	1	150	150	1	150	150
Copy/Work Room	-	-	-	2	150	300	1	150	150
IT/Server Room	-	-	-	1	200	200	1	200	200
Scanning Room	-	-	-	1	200	200	1	200	200
Shredder Bin Storage	-	-	-	1	50	50	1	50	50
5th Circuit Public Defender Restroom	-	-	-	1	50	50	1	50	50
Staff Break Room	-	-	-	2	300	600	2	300	600
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Coat Closet	-	-	-	2	20	40	2	20	40
Mail Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Net Area:	N/A			16,504			21,406		
Circulation 24%	N/A			5,212			6,760		
Net Usable Area:	8,888			21,716			28,166		
Total Personnel	55			91			123		

SUPPORTING INFORMATION

Notes:

- 1 Personnel Growth is based on request by Public Defender. Note that request exceeds population growth by a significant amount for short term need.
- 2 Circulation factor of 24% is recommended; net total is multiplied by 0.3158
- 3 Current visitation to Public Defender is TBD, including clients and their families, witnesses, expert witnesses, investigators, and other attorneys.
- 4 Security needs include glass partition at public counter with panic button and CCTV at entrance/exits.
- 5 Space needs assume records will be digital after year 2022. A scanning room has been added to accommodate this shift.

**DEPARTMENT OF JUVENILE JUSTICE (DJJ)**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	<b>Personnel</b>								
County Director - Office	1	-	-	1	180	180	1	180	180
Supervisor - Office	4	-	-	5	120	600	6	120	720
Probation Officer - Office	10	-	-	11	120	1,320	14	120	1,680
Community Specialist - Office	4	-	-	4	120	480	6	120	720
Social Worker	1	-	-	1	120	120	2	120	240
Intensive Supervision Officer - Workstation	5	-	-	6	64	384	8	64	512
Administration - Workstation	2	-	-	2	64	128	3	64	192
<b>Support Spaces</b>									
Reception/Waiting Area	-	-	-	1	250	250	1	250	250
Public Counter (6 LF per station)	-	-	-	2	100	200	3	100	300
Small Conference Room (8-10 persons)	-	-	-	1	250	250	2	250	500
Large Conference Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Active Records Storage	-	-	-	1	220	220	0	220	0
Inactive Records Storage (off-site)	-	-	-	-	-	-	-	-	-
Supply Storage	-	-	-	1	120	120	1	120	120
Copy/ Work Room	-	-	-	1	150	150	1	150	150
IT/Server Room	-	-	-	1	50	50	1	50	50
Staff Break Room	-	-	-	1	300	300	1	300	300
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Coat Closets	-	-	-	1	20	20	1	30	30
Mail Room ( See Joint Use)	-	-	-	-	-	-	-	-	-
Net Area:	N/A			4,772			5,944		
Circulation 24%	N/A			1,507			1,877		
Net Usable Area:	6,278			6,279			7,821		
<b>Total Personnel</b>	<b>27</b>			<b>30</b>			<b>40</b>		

**SUPPORTING INFORMATION**

- Notes:
- 1 Personnel growth is based on population growth.
  - 2 Circulation factor of 24% is recommended; net total is multiplied by 0.3158.
  - 3 Current visitation to DJJ is 10-30 children and family members per day.
  - 4 Public counter requires glass or plexiglass partition.
  - 5 Space needs assume records will be digital after year 2022.

**COURT APPOINTED SPECIAL ADVOCATES (CASA)**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
	<b>Personnel</b>								
Executive Director Office	1	-	-	1	240	240	1	240	240
CASA Coordinator Office	3	-	-	3	120	360	3	120	360
Program Managers Office	5	-	-	5	120	600	5	120	600
Case Supervisors Office	11	-	-	16	120	1,920	21	120	2,520
Attorney Office	2	-	-	2	120	240	3	120	360
Administration Workstation	1	-	-	1	64	64	2	64	128
Volunteer Coordinator Workstation	4	-	-	4	64	256	5	64	320
Remote Case Coordinator(not incl. in personnel)	-	-	-	-	-	-	-	-	-
Intern Touchdown Area(not incl. in personnel)	20	-	-	22	10	220	30	10	300
<b>Support Spaces</b>									
Reception/Waiting Area	-	-	-	1	250	250	1	400	400
Public Counter (6 LF per station)	-	-	-	1	100	100	2	100	200
Small Conference Room (8-10 persons)	-	-	-	2	250	500	3	250	750
Large Conference Room (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see 'Joint Use')	-	-	-	-	-	-	-	-	-
Active Records Storage	-	-	-	1	220	220	0	220	0
Inactive Records Storage (off-site)	-	-	-	-	-	-	-	-	-
Supply Storage	-	-	-	1	120	120	1	120	120
Copy/ Work Room	-	-	-	1	150	150	1	150	150
IT/Server Room	-	-	-	1	50	50	1	50	50
Staff Break Room	-	-	-	1	300	300	1	300	300
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Coat Closets	-	-	-	1	20	20	1	30	30
Mail Room ( See Joint Use)	-	-	-	-	-	-	-	-	-
Net Area:	N/A			5,610			6,828		
Circulation 24%	N/A			1,772			2,156		
Net Usable Area:	3,867			7,382			8,984		
<b>Total Personnel</b>	<b>27</b>			<b>32</b>			<b>40</b>		

**SUPPORTING INFORMATION**

- Notes:
- 1 Personnel growth is based on increased case load of children at risk. Note that PTE + volunteers + interns work outside the office so a touchdown work area has been included.
  - 2 Circulation of 24% recommended; Net Total is multiplied by 0.3158.
  - 3 Current visitation to CASA is 60-80 persons per day, including volunteers (30-45) and children with their families (30-45)
  - 4 Security needs include panic button at reception.
  - 5 Conference room to include VTC, computer station, and child play area.
  - 6 Large conference room required for staff meetings, volunteer orientation (once/month), and volunteer training (30-50 people 6 nights/month)
  - 7 Space needs assume records will be digital after year 2022.

SISTER CARE									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Personnel

Support Spaces

Net Area:			N/A			-			-
Circulation 0%			N/A			N/A			N/A
Net Usable Area:			120			200			300
Total Personnel			TBD			TBD			TBD

SUPPORTING INFORMATION

Notes:

- 1 Sister Care was not interviewed at time of publication. Therefore, a placeholder was utilized for space needs until it can be confirmed.
- 2 Total personnel to be confirmed by Sister Care.

PAROLE AND PARDON SERVICES									
Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Personnel

Support Spaces

Net Area:			N/A			-			-
Circulation 0%			N/A			N/A			N/A
Net Usable Area:			300			450			600
Total Personnel			TBD			TBD			TBD

SUPPORTING INFORMATION

Notes:

- 1 Parole and Pardon Services was not interviewed at time of publication. Therefore, a placeholder was utilized for space needs until it can be confirmed.
- 2 Total personnel to be confirmed by Parole and Pardon Services.

**REGISTER OF DEEDS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

<b>Personnel</b>									
Register of Deeds Office	1	-	-	1	180	180	1	180	180
Deputy Registrar Office	1	-	-	1	150	150	1	150	150
Assistant Director Office	2	-	-	2	120	240	3	120	360
<b>Document Processing Area</b>									
Manager of Reports Workstation	1	-	-	1	64	64	2	64	128
Records Specialist Workstation	2	-	-	2	64	128	2	64	128
Data Entry Clerk Workstation	2	-	-	3	64	192	5	64	320
Temp Worker Workstation	3	-	-	4	50	200	4	50	200
Microfilm Technician Workstation	1	-	-	1	50	50	1	50	50
Mail Technician Workstation	1	-	-	1	50	50	2	50	100
Cashier Workstation	2	-	-	2	50	100	3	50	150

**REGISTER OF DEEDS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

<b>Support Spaces</b>									
Reception/Waiting Area	-	-	-	1	250	250	1	250	250
Public Counter/Cust. Service (6 LF ation	-	-	-	2	100	200	3	100	100
Counter/Cashier (6 LF per station)	-	-	-	2	100	200	3	100	100
Public Research Area	1	4,623	4,623	1	3,000	3,000	1	3,000	3,000
Public Computer (11)									
Public Scanner (2)									
Public Copier (1)									
Public Printer (1)									
Microfilm Reader (10)									
Microfilm Shelving (13 Carouse Films/Carousel)									
Deed Shelving (1,503 LF)									
Public Research Tables (8)									
Plat Archive Area	1	528	528	1	400	400	1	400	400
Inactive Record Storage	1	795	795	1	700	700	1	700	700
Small Conference Room (8-10 pers				1	250	250	1	250	250
Large Conference Room (see 'Joint	-	-	-	-	-	-	-	-	-
Large Multi-Purpose Rm (see 'Join)	-	-	-	-	-	-	-	-	-
Supply Storage	-	-	-	1	100	100	1	100	100
Scanning Area (1 Large Format Sc				1	200	200	2	200	400
Copy/Work Room	-	-	-	1	200	200	1	200	200
Staff Break Room	-	-	-	1	200	200	1	200	200
Staff Restroom (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Coat Closet	-	-	-	1	20	20	1	20	20
Mail Work Area	-	-	-	1	300	300	1	300	300
Mail Room (see 'Joint Use')	-	-	-	0	-	-	0	-	-
Net Area:			N/A			7,374			7,786
Circulation 19%			N/A			1,730			1,827
Net Usable Area:			10,970			9,104			9,613
Total Personnel <sup>1</sup>			16			18			24

**SUPPORTING INFORMATION**

Notes:

- 1 Personnel growth is based on population growth.
- 2 Circulation factor of 19% is recommended; net total is multiplied by 0.2346
- 3 Current visitation to Register of Deeds is 300 persons per month / 15 persons per day.
- 4 Security needs include CCTV @ cashier, public research area, scanning area and document processing.  
Panic buttons are also required @ customer service counter, cashier, scannign area, document processing, mail room, and managere offices.
- 5 Space needs assume all records will be digital moving forward, and that Register of Deeds must continue to store historic archive until they can be scanned and stored digitally.
- 6 Suggest reduction in public research area and public furniture based on visitation. Deed shelving will need to be maintained.

**LEGISLATIVE DIVISION OF VETERAN AFFAIRS**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Personnel

Support Spaces

Net Area:			N/A			-			-
Circulation TBD			N/A			-			-
Net Usable Area:			2,658			-			-
<b>Total Personnel</b>	<b>TBD</b>			<b>TBD</b>			<b>TBD</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 Legislative Division of Veteran Affairs was not interviewed. The County has requested that they not be included in the Judicial Center space needs moving forward as their mission is not related judicial functions.

**JOINT USE**

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF

Support Spaces

Shared Large Conf Room (50-80 persons)	-	-	-	0	1,000	0	1	1,000	1,000
Shared Large Multi-Purpose (100-150 person)	1	2,560	2,560	1	2,000	2,000	1	2,000	2,000
Shared Fitness Room	-	-	-	1	800	800	1	1,200	1,200
Shared Mail Room	-	-	-	1	250	250	1	250	250
Staff Restrooms (2 @ 200 sf per floor)	-	-	-	3	400	1,200	5	400	2,000
Café/Coffee Bar	1	600	600	1	1,200	1,200	1	1,200	1,200
Vending (2 per floor)	4	15	60	6	15	90	10	15	150
<b>Net Area:</b>			<b>3,220</b>			<b>5,540</b>			<b>7,800</b>
Circulation 0%			N/A			N/A			N/A
<b>Net Usable Area:</b>			<b>3,200</b>			<b>5,540</b>			<b>7,800</b>
<b>Total Personnel</b>	<b>N/A</b>			<b>N/A</b>			<b>N/A</b>		

**SUPPORTING INFORMATION**

Notes:

- 1 County to confirm space requirements for joint use space, as well as responsible party for operations and access to each space.
- 2 Shared spaces are intended for use by all agencies, and are recommended as a space saving measure which reduces need for duplicate private space.
- 3 Shared Conf Room and Multi-Purpose Room to include A/V systems for presentation and training; and operable wall to divide room.
- 4 Shared Mail Room for all agencies is recommended to increase security; to include xray machine, mail opening area and direct exhaust ventilation.
- 5 Loading Dock and receiving area is considered part of Gross Area, along with public circulation, public restrooms and building infrastructure.

## ENCLOSED PARKING

Program Components	EXISTING SPACE 2017			RECOMMENDED SPACE NEEDS 2025			LONG TERM SPACE NEEDS 2040		
	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF	QTY	Unit USF	Total USF
Enclosed Parking									
Circuit Judge		TBD		7	450	3,150	9	450	4,050
Circuit Visiting Judge		TBD		2	450	900	2	450	900
Master-In-Equity Judge		TBD		1	450	450	2	450	900
Family Court Judge		TBD		7	450	3,150	9	450	4,050
Probate Judge		TBD		3	450	1,350	4	450	1,800
Visiting Probate Judge		TBD		2	450	900	2	450	900
Sheriff's Department		TBD		10	450	4,500	10	450	4,500
County Administration/Maintenance		TBD		6	450	2,700	0	450	0
Net Area:			-			17,100			17,100
Circulation 0% (incl. above)			N/A			N/A			N/A
Net Usable Area:			150,000			17,100			17,100
Enclosed Parking Spaces		344		38			38		
Secured Parking									
Circuit Judge		24		21			27		
Circuit Visiting Judge		2		2			2		
Master-In-Equity Judge		5		5			10		
Family Court Judge		24		21			27		
Clerk of Court		45		49			67		
Clerk of Family Court		38		42			57		
Probate Judge		3		10			14		
Visiting Probate Judge		2		2			2		
Probate Clerk		22		24			31		
Sheriff's Department		47		55			75		
Solicitor's Office		124		138			188		
Public Defender's Office		55		91			123		
Department of Juvenile Justice (DJJ)		27		30			40		
Court Appointed Special Advocates (CASA)		27		32			40		
Parole and Pardon Services		TBD		TBD			TBD		
Sister Care		TBD		TBD			TBD		
Register of Deeds		16		18			24		
Legislative Division of Veterans Affairs		TBD		0			0		
Secured Parking Spaces		117		540			727		
Total Parking Spaces		461		578			765		

## SUPPORTING INFORMATION

## Notes:

- 1 County to confirm current parking assignments in Judicial Center, and in county-owned parking garage on Blanding Street.
- 2 Each agency to identify quantity of government-owned vehicles, and any special parking requirements.
- 3 Enclosed Parking is recommended for high security individuals, as well as several maintenance spaces.
- 4 Secured Parking may be surface parking with a fence enclosure, or structured parking as available.
- 5 Confirm quantity of government-owned Sheriff's vehicles.



- 4.1 Overview
- 4.2 Recommended Option
- 4.3 Developed Options - Eliminated

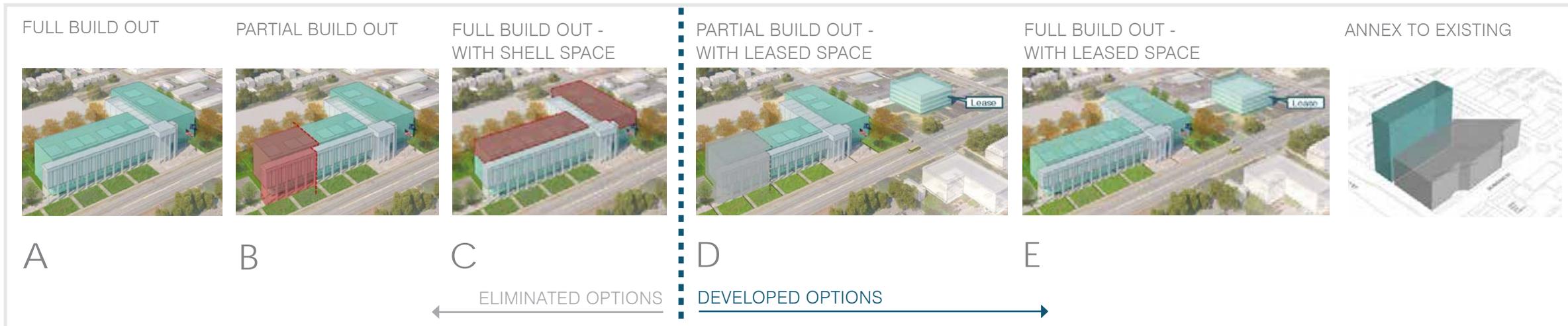
## OVERVIEW

As part of the Assessment and Feasibility Study, six Initial Identified Options were evaluated. After a progress presentation to the County Council, three of those options were selected for further evaluation as Developed Options. The Initial Identified Options evaluate various combinations of full build out, partial build out, shell space, and leased space potentials. Detail of each Initial Identified Option are included in Appendix A of this report.

The Developed Options are program test fits on a county owned site, 2020 Hampton Street Columbia, SC. They are intended to represent ideas about how the Richland County Judicial Center can improve efficiency, court function, workplace operations, and building identity through a new building project. Although they are developed into preliminary design concepts, they more importantly represent design responses to the programmatic challenges and opportunities of this site. By functioning as test fits of required site and building size, they illustrate how the program may be distributed across a Judicial Campus to best address functionality, efficiency, and fiscal considerations.

The selected site had not been surveyed prior to the issuing this report. The building placement, development, and site approach have been developed for illustrative purposes only.

INITIAL IDENTIFIED OPTIONS



DEVELOPED OPTIONS



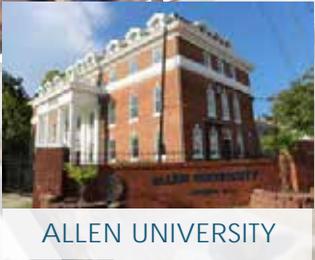
## IDENTIFIED SITE ALTERNATIVE

2020 Hampton Street, Columbia SC has been identified as a viable site option for the future Richland County Judicial Center. This site currently houses a 230,000 SF Building containing County Administration Agencies.

The County's Renaissance Plan, which includes relocation of the County Administration program, opens up the potential to reuse the 2020 Hampton Site. The County owned site is proximate to downtown Columbia, Five Points neighborhood, public transportation and major street arteries. An excellent identity exists on Harden Street with the established institutions of Allen University and Benedict College.

As a large 9 acre site, with street access on 4 sides and viable adjacent parcels available for purchase, the site offers opportunity to plan for future growth and expansion. An existing parking garage on the site contains space for 540 cars. As a valuable asset, the parking garage can remain on site and can be reused in future site development assisting in meeting parking requirements as outlined by the zoning code. A minimum of 1 parking space is required per 300 GFA.

The site is zoned for commercial use with permitted use of commercial, business, courts, and government, appropriate for a Judicial Center. A zoning overlay is in place for this parcel and includes Airport Height Restrictions. The overlay states that there is a height limit of 50 feet with a variance permitted to 75 feet with additional setback inclusions. The following test fit studies assume variance approval. The zoning code also states a max lot coverage of 50%, and setback regulations outline a minimum of a 25' front yard, 10' side yard, and 5' rear yard.



## OPTION 1 - PARTIAL BUILD OUT WITH LEASE SPACE

This scheme suggests an integrated Judicial Campus with the court family and Sheriff situated on a 9 acre county owned parcel. The court related programs are situated within a leased facility on an adjacent 3 acre parcel to be acquired by the County.

The court building includes 17 courtrooms, 1 video courtrooms, 1 grand jury suite, 18 chambers, 4 visiting chambers, clerks offices, and Sheriff. The leased space houses Solicitor, Public Defender, CASA, DJJ, Register of Deeds, Sister Care, and Parole and Pardon Services.

An integrated campus implies and encourages collaboration, ease of access, and connectivity throughout the judicial campus. Given the sloped nature of the site, the scheme suggests that the courthouse is recessed into the hillside, appearing as 4 stories from the public entry and 5 stories in the rear garden. The two buildings are organized around a common lawn that defines their identity and emphasizes a loggia entrance.

The parking area is raised to meet grade at street level. As a valuable asset to this site, the existing parking structure is to remain for employee parking. Secure parking is provided below the courthouse to accommodate the Judges and Sheriff separately.

A single point of entry for public access provides access to courts and public services. Internal secure and restricted circulation paths allow for separation of judicial staff and detainee circulation.

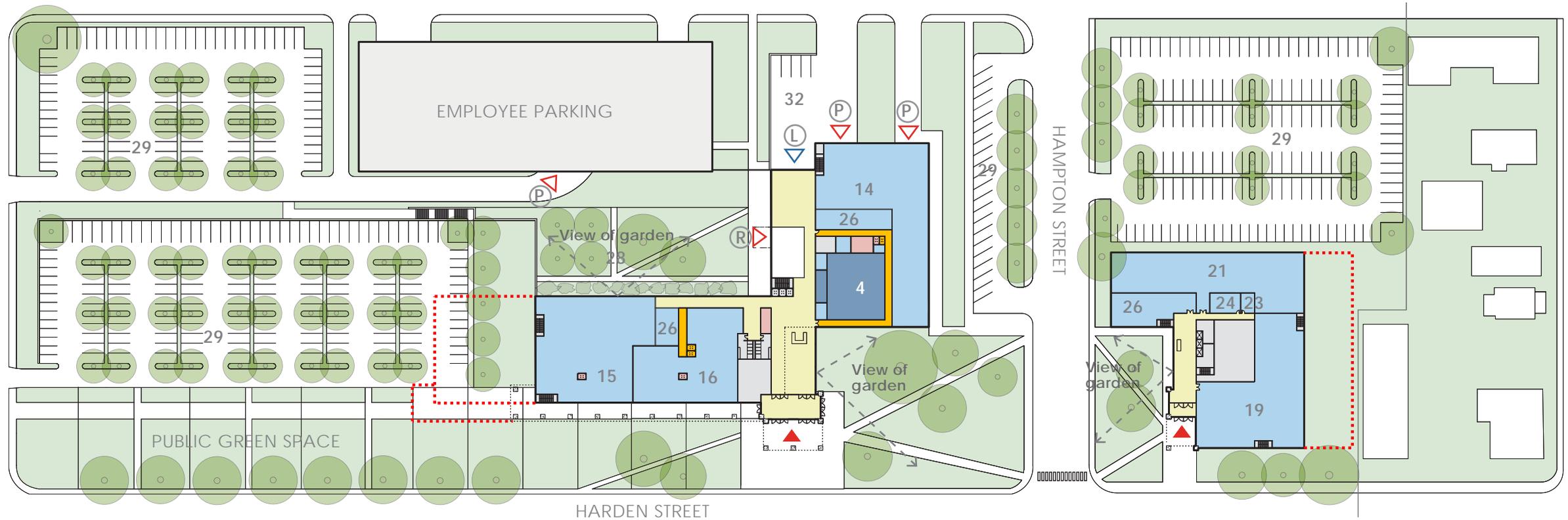


### RECOMMENDED OPTION 1

4 Story Judicial Center - 200,000 GSF

4 Story Leased Office Building - 110,000 GSF

## 4 - DEVELOPED OPTIONS



**FLOOR 1**

**LEGEND**

- |                               |                             |                                |
|-------------------------------|-----------------------------|--------------------------------|
| 1. Circuit Criminal Courtroom | 12. Sheriff / Holding Cells | 23. Sister Care                |
| 2. Circuit Civil Courtroom    | 13. Solicitor's Office      | 24. Parole and Pardon Services |
| 3. Master In Equity Courtroom | 14. Clerk Of Court          | 25. Touch Down Space           |
| 4. Ceremonial Courtroom       | 15. Family Clerk            | 26. Joint Use                  |
| 5. Family Courtroom           | 16. Probate Clerk           | 27. Café                       |
| 6. Probate Courtroom          | 17. Grand Jury              | 28. Garden                     |
| 7. Video Courtroom            | 18. Public Defender         | 29. Parking                    |
| 8. Court Support              | 19. Register Of Deeds       | 30. Restricted Parking         |
| 9. Judges' Chambers           | 20. Jury Assembly           | 31. Sheriff Parking            |
| 10. Visiting Judges' Chambers | 21. CASA                    | 32. Loading                    |
| 11. Jury Suite                | 22. DJJ                     | 33. Mail Room                  |

- Main Entry
- Restricted Entry
- Parking Entry
- Loading
- Public Circulation
- Restricted Circulation
- Secure Circulation
- Future Expansion





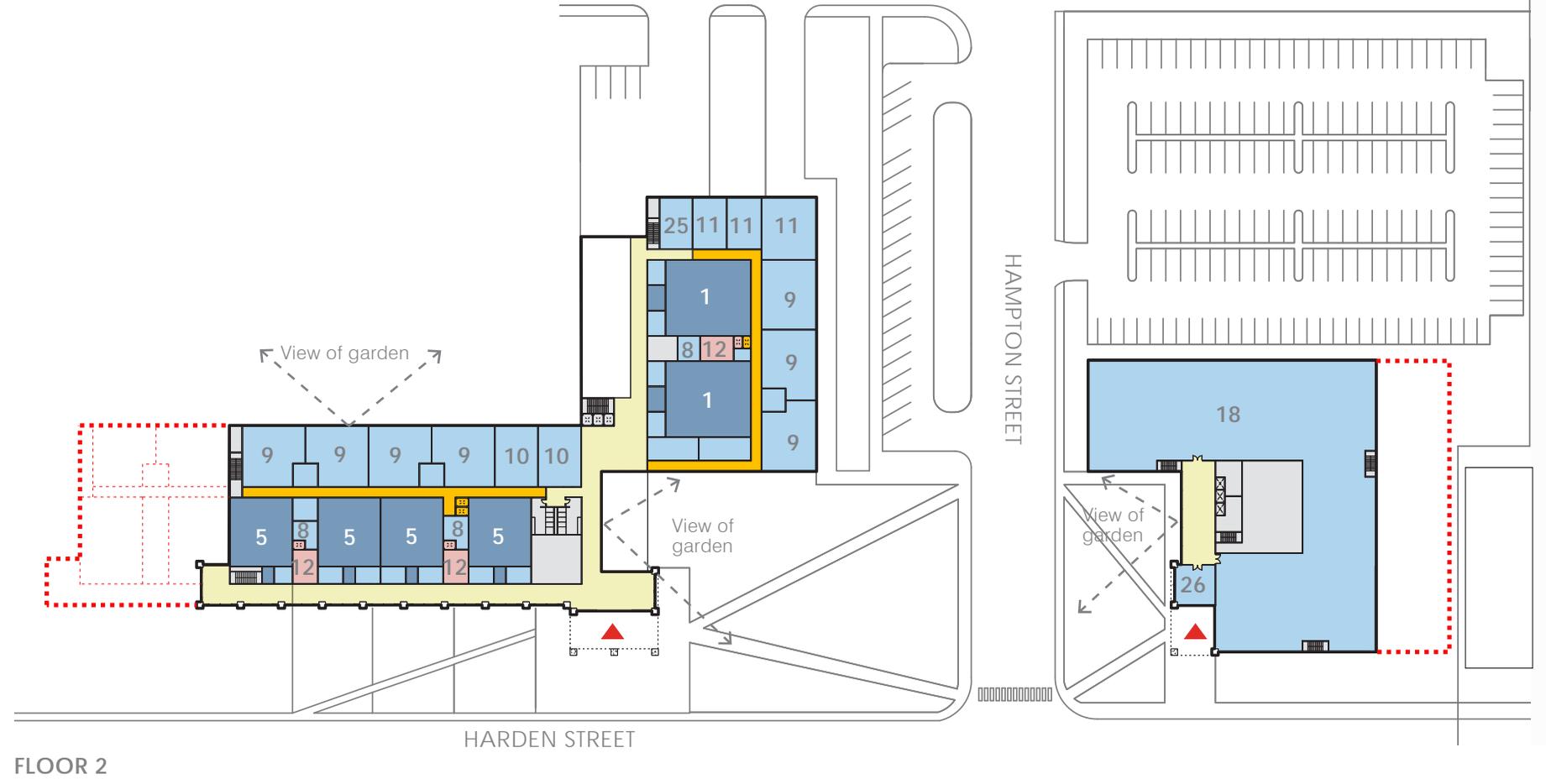
Street Level View of the proposed Judicial Campus. Entry to both the main Courthouse (foreground), and the Leased Building (background) can be seen in this view.



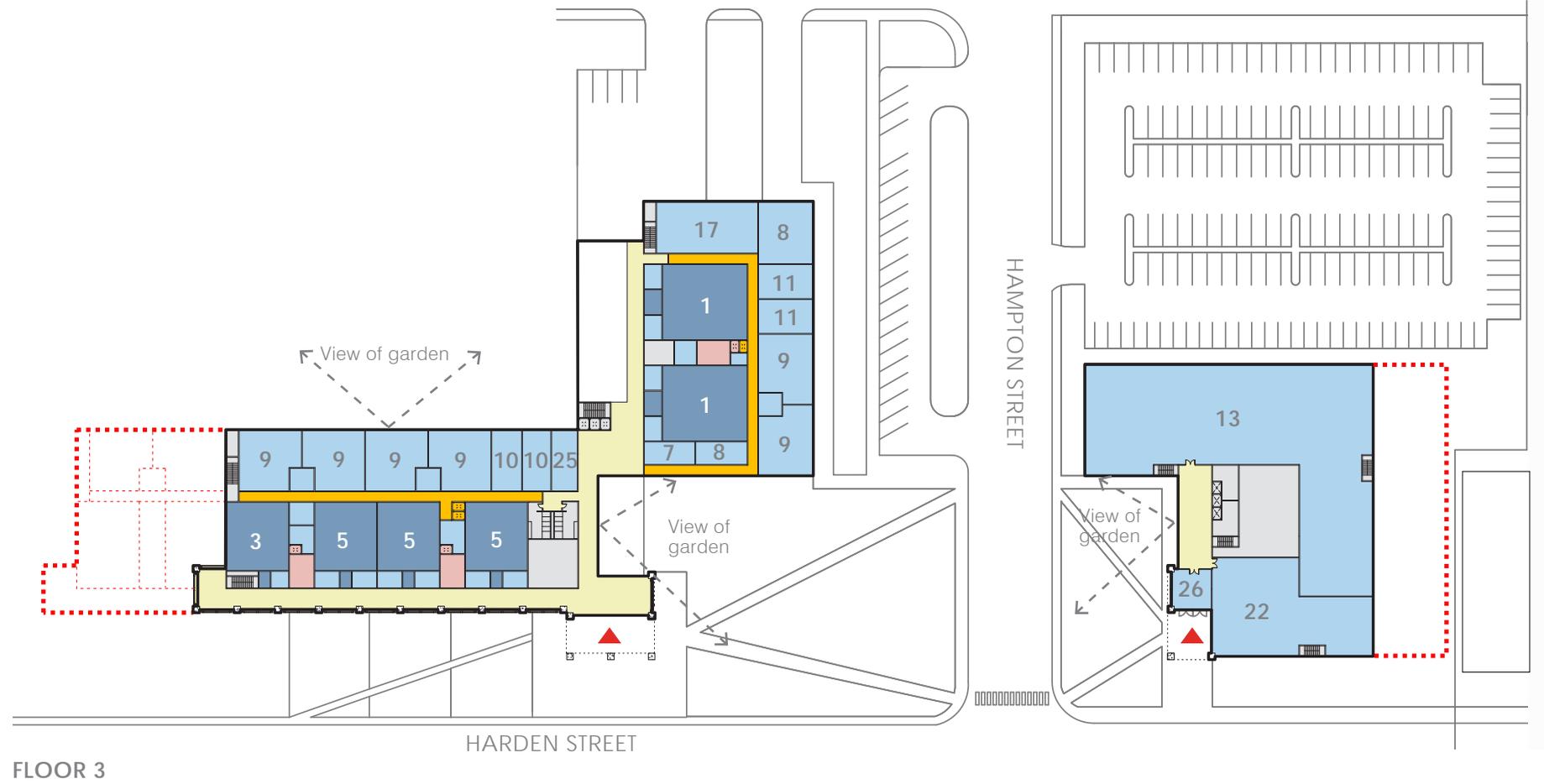
View of Proposed Judicial Campus, Looking East Toward Downtown Columbia, SC.

LEGEND

- 1. Circuit Criminal Courtroom
  - 2. Circuit Civil Courtroom
  - 3. Master In Equity Courtroom
  - 4. Ceremonial Courtroom
  - 5. Family Courtroom
  - 6. Probate Courtroom
  - 7. Video Courtroom
  - 8. Court Support
  - 9. Judges' Chambers
  - 10. Visiting Judges' Chambers
  - 11. Jury Suite
  - 12. Sheriff / Holding Cells
  - 13. Solicitor's Office
  - 14. Clerk Of Court
  - 15. Family Clerk
  - 16. Probate Clerk
  - 17. Grand Jury
  - 18. Public Defender
  - 19. Register Of Deeds
  - 20. Jury Assembly
  - 21. CASA
  - 22. DJJ
  - 23. Sister Care
  - 24. Parole and Pardon Services
  - 25. Touch Down Space
  - 26. Joint Use
  - 27. Café
  - 28. Garden
  - 29. Parking
  - 30. Restricted Parking
  - 31. Sheriff Parking
  - 32. Loading
  - 33. Mail Room
- ▶ Main Entry
  - R ▶ Restricted Entry
  - P ▶ Parking Entry
  - L ▶ Loading
  - Public Circulation
  - Restricted Circulation
  - Secure Circulation
  - Future Expansion



4 - DEVELOPED OPTIONS

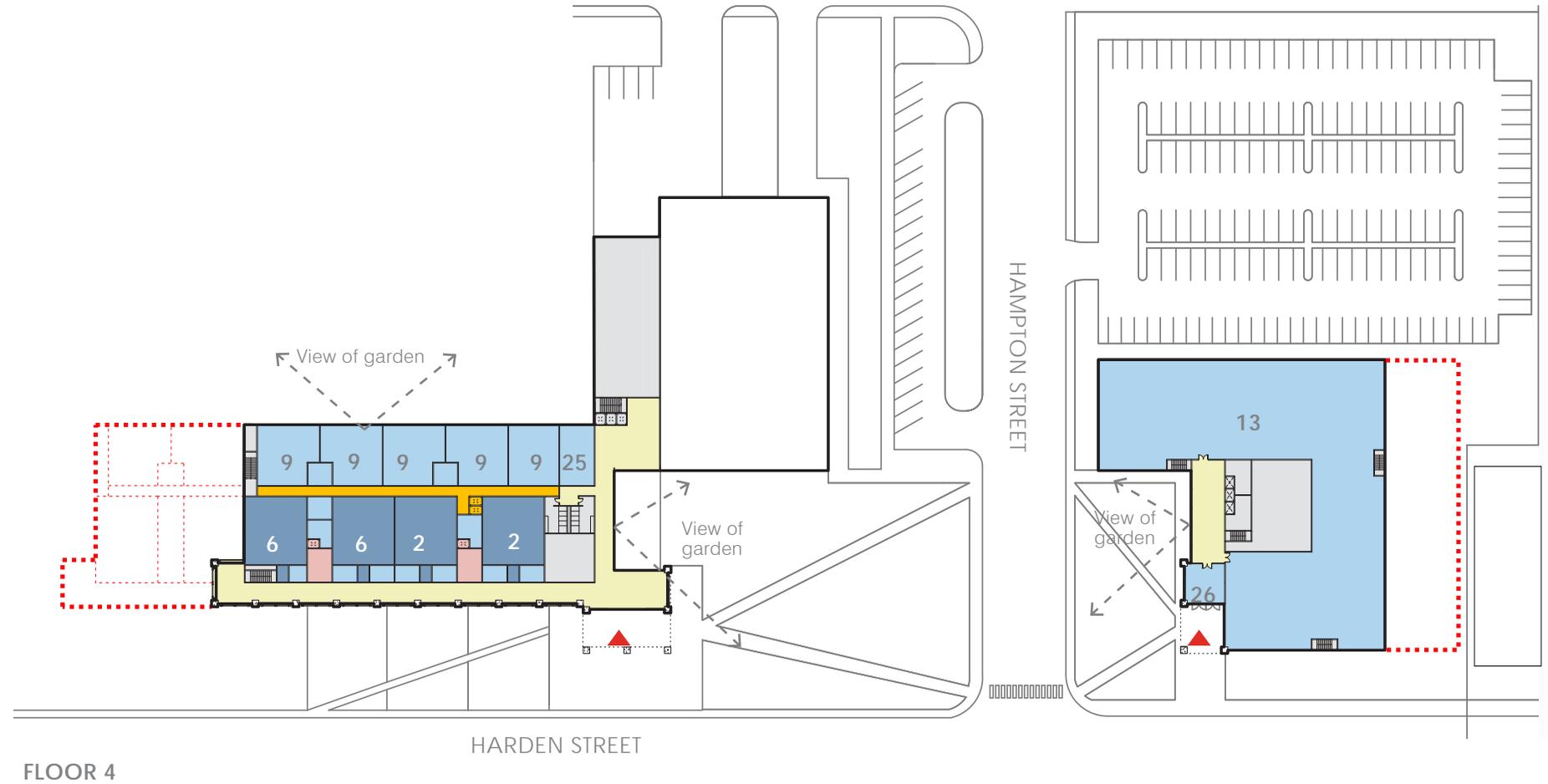


LEGEND

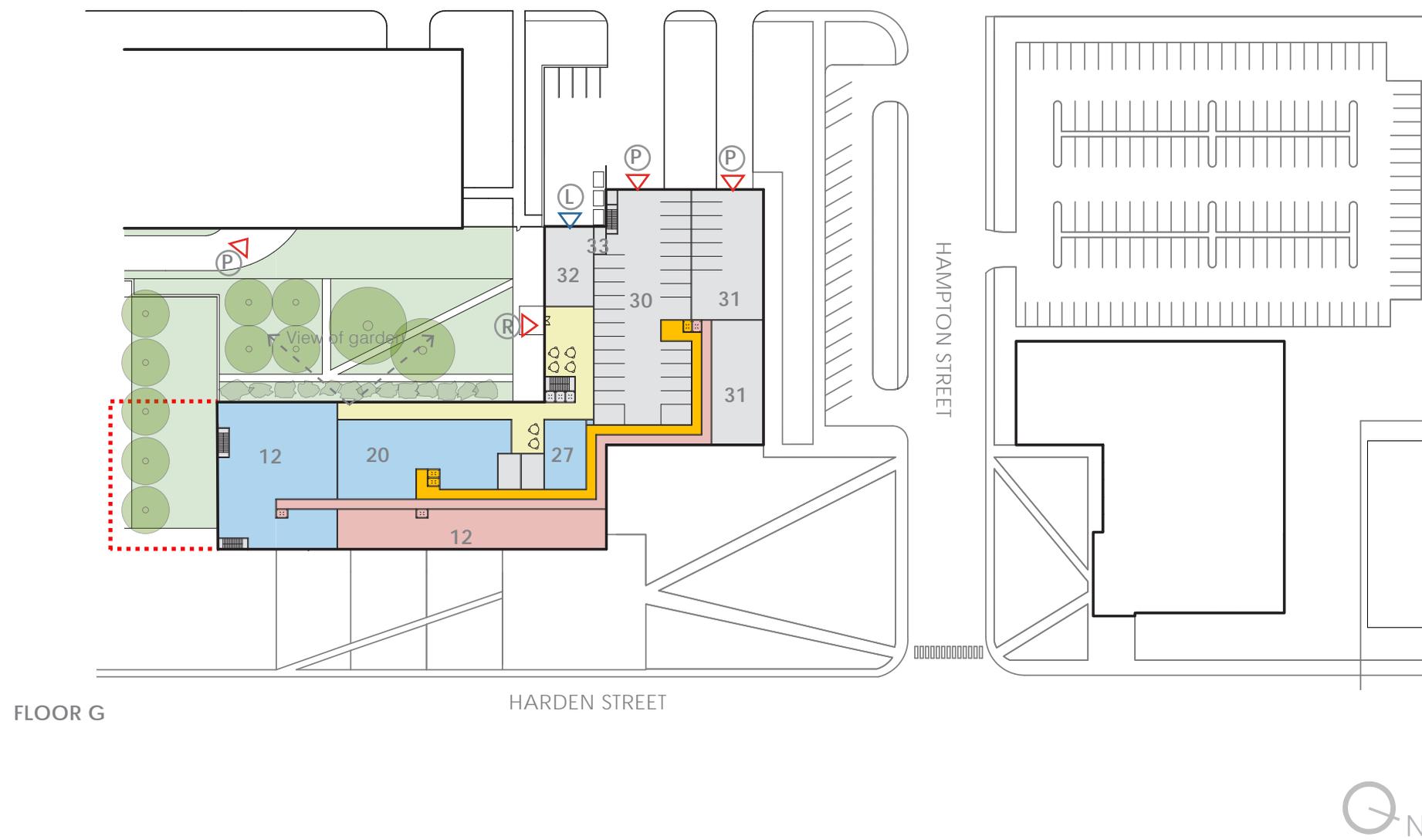
- 1. Circuit Criminal Courtroom
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- 22. DJJ
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- 25. Touch Down Space
- 26. Joint Use
- 27. Café
- 28. Garden
- 29. Parking
- 30. Restricted Parking
- 31. Sheriff Parking
- 32. Loading
- 33. Mail Room

- ▶ Main Entry
- Ⓜ▶ Restricted Entry
- Ⓟ▶ Parking Entry
- Ⓛ▶ Loading

- Public Circulation
- Restricted Circulation
- Secure Circulation
- - - Future Expansion



4 - DEVELOPED OPTIONS



FLOOR G

HARDEN STREET

HAMPTON STREET



## OVERVIEW

The following page includes a detailed program of requirements for the Richland County Judicial Center stakeholders as included within the Option 1 - recommended test fit.

Projected space allocation is based on space need interviews completed in July of 2017, space questionnaires and population growth for Richland County.

***At the start of design for a new Judicial Center, the program must be confirmed with stakeholders and Richland County Administration. Information that requires confirmation includes, judicial growth, staffing space needs, technology, and security.***

# Program Of Space Requirements

Program Components	Courthouse Space Needs 2025	Leased Office Building 2025
<b>COURT FAMILY</b>		
Circuit Court		
Circuit Judges' Chambers	9,952	
Visiting Circuit Judges' Chambers	1,530	
Circuit Judges' Courtrooms	28,717	
Grand Jury Suite	1,843	
Clerk of Court	9,688	
Jury Assembly	4,697	
Master-In-Equity		
Master-In-Equity Judges' Chambers	1,711	
Master-In-Equity Judges' Courtrooms	2,537	
Family Court		
Family Court Judges' Chambers	9,952	
Family Court Judges' Courtrooms	17,753	
Clerk of Court - Family Court	9,505	
Circuit and Family Court - Subtotal Net Usable Area	97,884	0
Probate Court		
Probate Judges' Chambers	4,265	
Visiting Probate Judges' Chambers	1,530	
Probate Judges' Courtrooms	5,555	
Clerk of Court - Probate Court	6,600	
Probate Court - Subtotal Net Usable Area	17,950	0
Shared Court Space		
Courts' Shared Support	2,430	
Shared Court Space - Subtotal Net Usable Area	2,430	0
<b>COURT FAMILY - Net Usable Area</b>	<b>118,264</b>	<b>0</b>

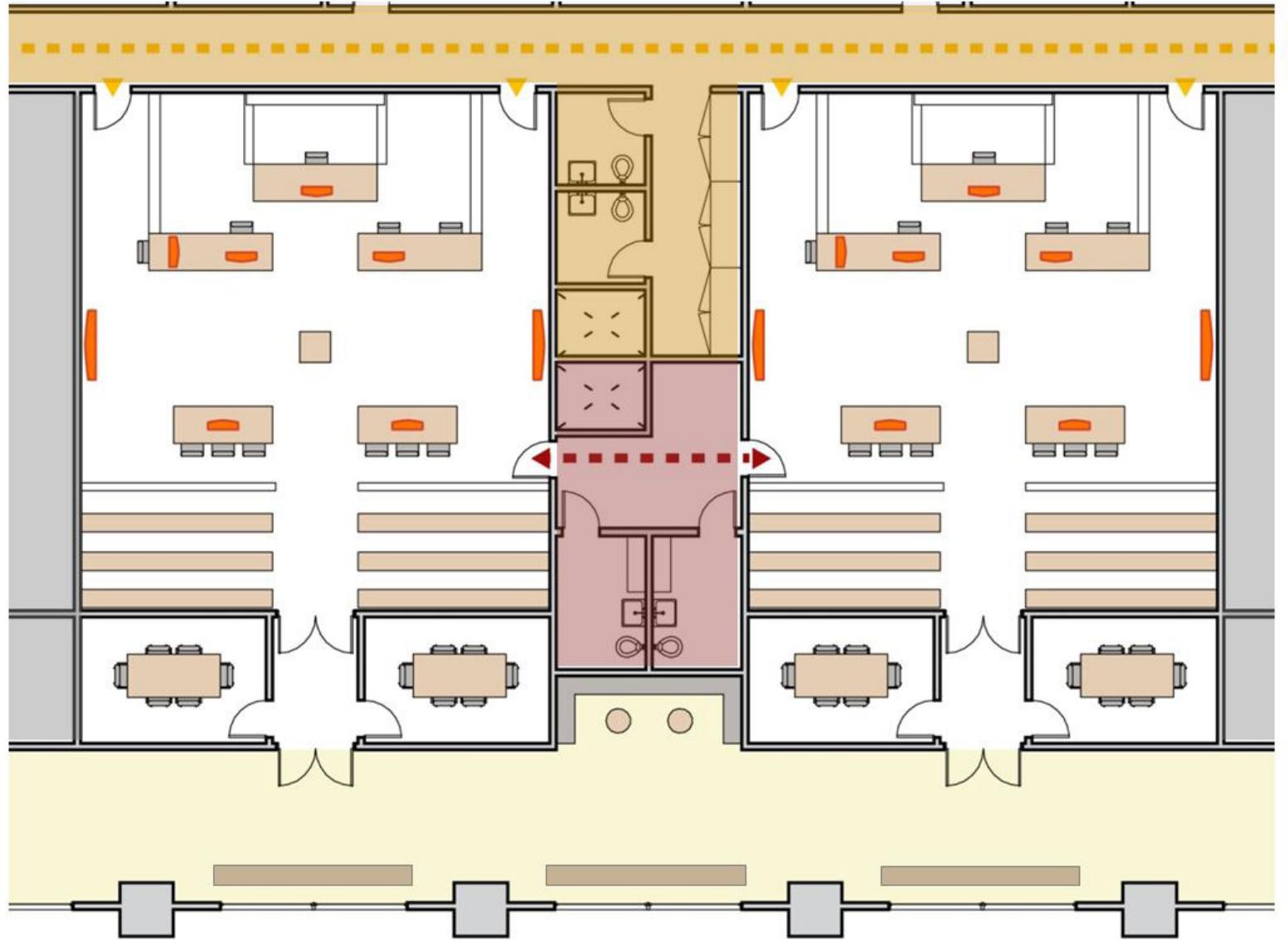
cont.

Program Components	Courthouse Space Needs 2025	Leased Office Building 2025
<b>COURT RELATED AGENCIES</b>		
Sheriff's Department	16,421	
Solicitor's Office		37,370
Public Defender's Office		21,716
Department of Juvenile Justice (DJJ)		6,279
Court Appointed Special Advocates (CASA)		7,382
Sister Care		200
Parole and Pardon Services		450
<b>COURT RELATED AGENCIES - Net Usable Area</b>	<b>16,421</b>	<b>73,397</b>
<b>NON-COURT RELATED AGENCIES</b>		
Register of Deeds		9,104
Legislative Division of Veterans Affairs		0
<b>NON-COURT AGENCIES - Net Usable Area</b>	<b>0</b>	<b>9,104</b>
<b>JOINT USE FACILITIES</b>		
Joint Use Facilities	4,040	1,500
<b>JOINT USE - Net Usable Area</b>	<b>4,040</b>	<b>1,500</b>
<b>TOTAL - Net Usable Area</b>	<b>138,725</b>	<b>84,001</b>
Existing Gross Factor	-	-
New Construction Gross Factor	59,454	21,000
<b>BUILDING GROSS AREA - Rounded</b>	<b>200,000</b>	<b>110,000</b>
% growth		
Enclosed Parking	18,000	-

## PLANNING

### BEST PRACTICES

1. Efficient planning includes paired court sets - including 2 courtrooms and 2 chambers that share vertical circulation and support spaces. This accommodates the necessary 3 separate circulation paths for the public, judiciary, and detainees which are connected horizontally on the ground floor.
2. Technology is integrated into each courtroom to provide equal access to information to all participants. With the ability to accommodate video, remote testimony and new law enforcement measures - court function could be improved. Courtroom proceedings can be monitored remotely for improved security.
3. Utilizing a "Thin Building" approach, a single loaded corridor provides views, natural light and generous waiting areas for the public - improving the visitor experience.



- Public Circulation
- Restricted Circulation
- Secure Circulation
- Court Technology

## OVERVIEW

This page includes a detailed program of requirements for the Richland County Judicial Center stakeholders as included within the Option 2 test fit.

Projected space allocation is based on space need interviews completed in July of 2017, space questionnaires and population growth for Richland County.

***At the start of design for a new Judicial Center, the program must be confirmed with stakeholders and Richland County Administration. Information that requires confirmation includes, judicial growth, staffing space needs, technology, and security.***

## PROGRAM OF SPACE REQUIREMENTS

Program Components	Courthouse Space Needs 2040	Leased Office Building 2040
<b>COURT FAMILY</b>		
<b>Circuit Court</b>		
Circuit Judges' Chambers	12,795	
Visiting Circuit Judges' Chambers	1,530	
Circuit Judges' Courtrooms	33,789	
Grand Jury Suite	3,685	
Clerk of Court	9,922	
Jury Assembly	6,219	
<b>Master-In-Equity</b>		
Master-In-Equity Judges' Chambers	3,422	
Master-In-Equity Judges' Courtrooms	5,073	
<b>Family Court</b>		
Family Court Judges' Chambers	12,795	
Family Court Judges' Courtrooms	22,373	
Clerk of Court - Family Court	10,826	
Circuit and Family Court - Subtotal Net Usable Area	122,430	0
<b>Probate Court</b>		
Probate Judges' Chambers	5,687	
Visiting Probate Judges' Chambers	1,530	
Probate Judges' Courtrooms	8,091	
Clerk of Court - Probate Court	7,037	
Probate Court - Subtotal Net Usable Area	22,345	0
<b>Shared Court Space</b>		
Courts' Shared Support	2,950	
Shared Court Space - Subtotal Net Usable Area	2,950	0
<b>COURT FAMILY - Net Usable Area</b>	<b>147,725</b>	<b>0</b>

cont.

Program Components	Courthouse Space Needs 2040	Leased Office Building 2040
<b>COURT RELATED AGENCIES</b>		
Sheriff's Department	19,151	
Solicitor's Office		45,369
Public Defender's Office		28,166
Department of Juvenile Justice (DJJ)		7,821
Court Appointed Special Advocates (CASA)		8,984
Sister Care		300
Parole and Pardon Services		600
<b>COURT RELATED AGENCIES - Net Usable Area</b>	<b>19,151</b>	<b>91,240</b>
<b>NON-COURT RELATED AGENCIES</b>		
Register of Deeds		9,613
Legislative Division of Veterans Affairs		0
<b>NON-COURT AGENCIES - Net Usable Area</b>	<b>0</b>	<b>9,613</b>
<b>JOINT USE FACILITIES</b>		
Joint Use Facilities	6,300	1,500
<b>JOINT USE - Net Usable Area</b>	<b>6,300</b>	<b>1,500</b>
<b>TOTAL - Net Usable Area</b>	<b>173,176</b>	<b>102,353</b>
Existing Gross Factor	-	-
New Construction Gross Factor	74,218	25,588
<b>BUILDING GROSS AREA - Rounded</b>	<b>248,000</b>	<b>130,000</b>
% growth		
<b>Enclosed Parking Spaces</b>	<b>18,000</b>	

## OPTION 2 - VIABLE

This scheme suggests an integrated Judicial Campus with courts situated on a 9 acre county owned parcel. The court related programs are situated within a leased facility on an adjacent 3 acre parcel to be acquired by the County. Space to accommodate future expansion requirements is built as shell space for future fit-out.

The court building includes room for 23 courtrooms, 2 video courtrooms, 2 grand jury suite, 24 chambers, 4 visiting chambers, clerks offices, and Sheriff. The leased space houses the Solicitor, Public Defender, CASA, DJJ, Register of Deeds, Sister Care, and Parole and Pardon Services.

An integrated campus implies and encourages collaboration, ease of access, and connectivity throughout the judicial campus. Given the sloped nature of the site, the scheme suggests that the courthouse is recessed midway into the hillside, appearing as 4 stories from the public entry and 5 stories in the rear garden. The two buildings are organized around a common lawn that defines their identity and emphasizes a loggia entrance.

The parking area is raised to meet grade at street level. As a valuable asset to the site, the existing parking structure is to remain for employee parking. Secure parking is provided below the courthouse to accommodate the Judges and Sheriff separately.

A single point of entry for public access provides access to courts and public services. Internal secure and restricted circulation paths allow for separation of judicial staff and detainee circulation.



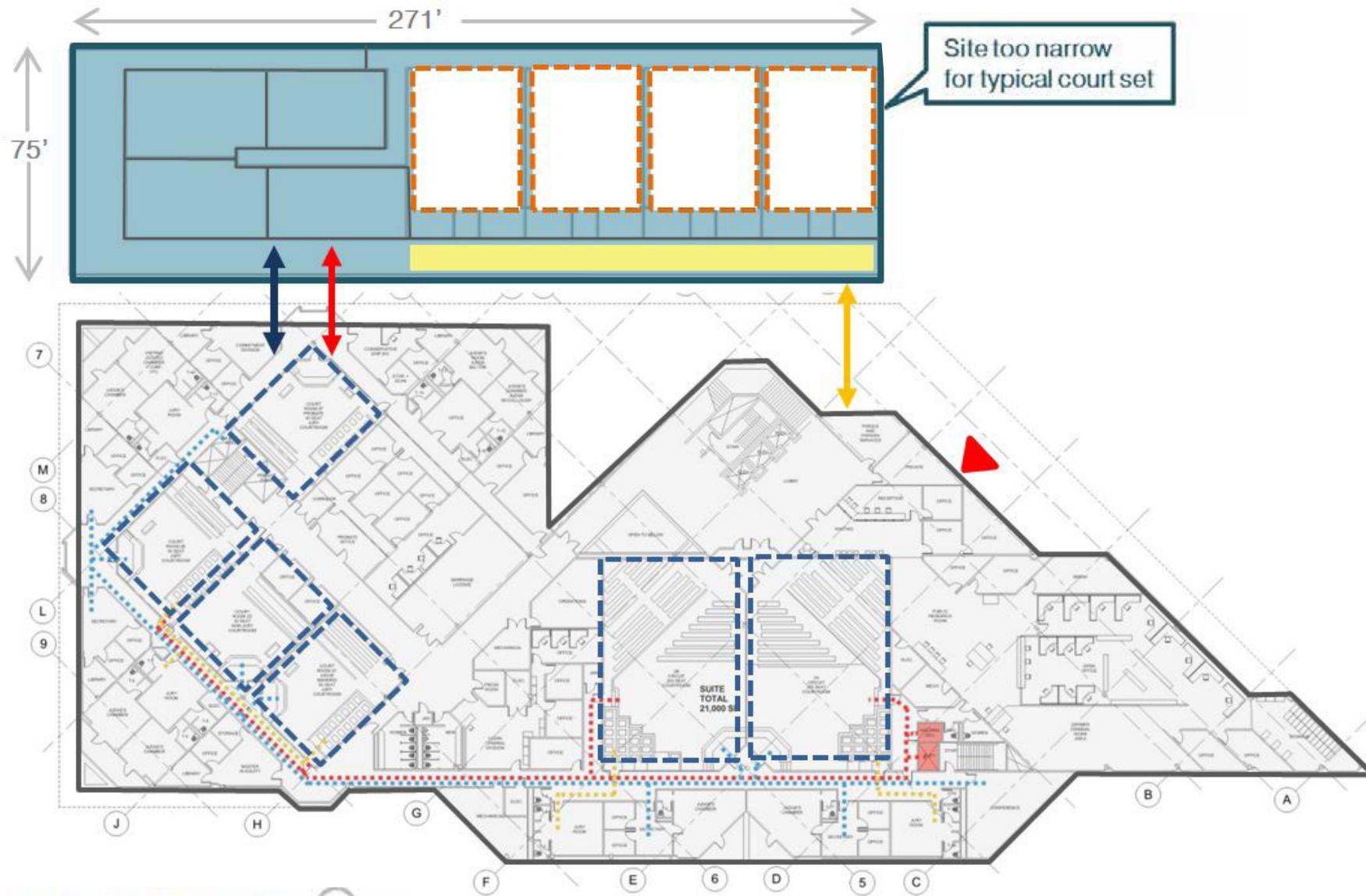
4 Story Judicial Center - 200,000 GSF +50,000 SF Shell Space

4 Story Leased Office Building - 110,000 GSF +20,000 SF Shell Space

A 6 story annex to the existing Judicial Center is situated to the immediate north of the existing facility and would be connected with a bridge or new lobby.

The annex includes 8 additional courtrooms and judges' chambers, and space for administrative personnel, accommodating the 2025 program requirements.

The annex takes the place of the existing public parking lot, located just north of the Judicial Center. This lot is not owned by the County and would need to be purchased. This scheme would exacerbate the already limited parking by taking away visitor parking all together, as well as fail to provide additional parking for increased employees. The site is too narrow to accommodate a typical court set and would not accommodate future growth and/or further building expansion. Renovations would improve infrastructure, technology, and workplace — but could not modernize court function. This scheme lacks accommodation for a secure connection for detainee transfer.



Annex too dense for historic context

Site too narrow for typical court set

**LEVEL 2 PLAN CONCEPT**

- Proposed Courtroom
- Existing Courtroom
- Public Corridor



- 5.1 Benchmark Cost
- 5.2 Cost Model
- 5.3 Decision Matrix
- 5.4 Project Implementation

## INTRODUCTION

A series of cost benchmarks for other county courthouses have been researched and assembled in the table on the right. This information has been used in the development of an average budget range for the construction of a new county courthouse in Richland County. The following pages include detailed information on some of the benchmark properties.



PRECEDENT COURTHOUSE	YEAR	AREA	COURTROOMS	COST	ADJ. COST <sup>1</sup>	ADJ. \$/SF <sup>1</sup>
DADE COUNTY, FL	2011	375,000	18	\$133M	\$141.6M	\$378/SF
ROCKVILLE, MD	2005	167,000	9	\$59.8M	\$65.8M	\$394/SF
FLORENCE COUNTY, SC	2016	120,000	(TBD)10	\$32M	\$31.8M	\$265/SF
GREENVILLE COUNTY, SC	1995	75,500	8	\$17.4M	\$36.4M	\$428/SF
LEXINGTON COUNTY, SC	2004	103,500	9	\$16.3M	\$24.3M	\$235/SF
SUMTER COUNTY, SC	2011	80,000	5	\$22M	\$26.8M	\$334/SF
FAIRFAX COUNTY, VA	2005	312,000	15	\$94.5M	\$106.1M	\$340/SF

#### AVERAGE BUDGET RANGE<sup>2</sup>

**\$340/SF TO \$360/SF**

1 Faithful & Gould adjusted cost of project to regional area and an assumed bid date of FY2020.

2 Faithful & Gould recommends slightly higher budget range, based on broader mix of precedents throughout country.

### SUMTER COUNTY COURTHOUSE

LOCATION: 215 N Harvin St, Sumter, SC 29150

BID DATE: October 2011

COMPLETION DATE: 2011

SITE ACREAGE: 2.5 acres

BUILDING AREA: 80,000 SF

NUMBER OF COURTROOMS: 5

1200	SF
1035	SF
1355	SF
1485	SF
1646	SF

COST OF CONSTRUCTION: \$22.0 M +/-

Note: Home to nearly all judicial offices and proceedings in Sumter County.



### LEXINGTON COUNTY COURTHOUSE

LOCATION: 205 East Main Street, Lexington 29072

BID DATE: N/A

COMPLETION DATE: February 2004

SITE ACREAGE: 11.3 acres

BUILDING AREA: 103,534 SF

NUMBER OF COURTROOMS: 9

3700	SF
820	SF
1066	SF
1025	SF
724	SF
1660	SF
1434	SF
1563	SF
5,200	SF

COST OF CONSTRUCTION: \$16,316,154.95



### GREENVILLE COUNTY COURTHOUSE

LOCATION: 305 E. North Street, Greenville County Courthouse, Greenville, SC 29601

BID DATE: 06/1995

COMPLETION DATE: 03/1997

SITE ACREAGE: 2.5 acres

BUILDING AREA: 75,500 GSF

NUMBER OF COURTROOMS: 8  
7 @ 700 SF  
1 @ 960 SF

COST OF CONSTRUCTION: \$17.4 M

Note: They rely on off site garage for parking.



### FLORENCE COUNTY COURTHOUSE

LOCATION: 167 N Irby St, Florence County Courthouse, Florence, SC 29601

BID DATE: N/A

COMPLETION DATE: Currently Under Construction

SITE ACREAGE: 5.9 acres

BUILDING AREA: 120,000 GSF

NUMBER OF COURTROOMS: 12

COST OF CONSTRUCTION: \$32 M

Note: Provides space for approximately 170 court employees and delineate the different functions of the Circuit Court, Family Court, Probate Court, Clerk of Court, and judicial support areas



## COST MODEL

Pricing shown within the cost model reflects the benchmarking research and average budget range described in section 5.1 of this report. Faithful & Gould adjusted the cost of project to regional area and an assumed bid date of FY2020. It should be noted that Faithful & Gould recommended a slightly higher budget range, based on a broader mix of precedents throughout the country.

The intention of this cost model is to reflect fair market value for the construction project. It is not a prediction of low bid.

OPTION 1



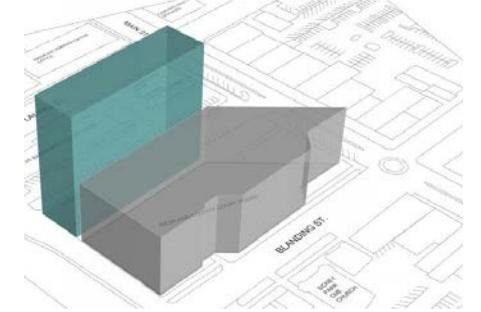
Partial Build Out - With Leased Space

OPTION 2



Full Build Out - With Leased Space

ANNEX



Renovations + Annex to Existing

SITE COST	\$10,676,000	\$10,676,000	\$1,308,000
BUILDING COST	\$74,024,000	\$86,064,000	\$99,960,000
<b>EST. CONSTRUCTION COST</b>	<b>\$84.7</b>	<b>\$97.3M</b>	<b>\$100.0M</b>
DESIGN & MANAGEMENT FEES	\$8,046,600	\$9,243,500	\$9,996,000
PERMIT, INSPECTION FEES	\$635,250	\$729,750	\$749,700
CONSTRUCTION CONTINGENCY	\$4,235,000	\$4,865,000	\$6,997,200
SWING SPACE / PHASING PREMIUM	-	-	\$6,180,000
FURNITURE ALLOWANCE	\$3,500,000	\$4,500,000	\$3,500,000
MOVE COSTS	\$412,000	\$412,000	\$412,000

<b>EST. PROJECT COST</b>	<b>\$103.7M</b>	<b>\$119.2M</b>	<b>\$128.7M</b>
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RECOMMENDED OPTION

	<b>OPTION 3A</b>	<b>OPTION 3B</b>
PREMIUM FOR 100% COUNTY OWNED BUILDINGS	\$40.1M	\$46.9M
<b>EST. PROJECT COST</b>	<b>\$143.8M</b>	<b>\$166.1M</b>

1 Budget under review by County Administration.

2 Figures assume \$350/sf new construction, \$250/sf new shell construction, \$450/sf annex, \$200 renovation

**INITIAL ALTERNATIVES - BALLPARK COST MODEL**

Description	ANNEX Renovation of Existing w/ Annex 2025 Masterplan			OPTION 1 New Construction - Campus 2025 Masterplan - w/ Lease Space			OPTION 2 New Construction - Campus 2040 Masterplan - w/ Lease Space			OPTION 3A New Construction - Campus 2025 Masterplan - County Owned			OPTION 3B New Construction - Campus 2040 Masterplan - County Owned		
	USF		Ballpark Cost	USF		Ballpark Cost	USF		Ballpark Cost	USF		Ballpark Cost	USF		Ballpark Cost
<b>SITE ACQUISITION COSTS</b>															
1 Site Acquisition - Adj. Parcel 1701 Main St	TBD	sf	\$ 875,000			\$ -			\$ -			\$ -			\$ -
2 Site Acquisition - Adj. Parcels 2020 Hampton St			\$ -	TBD	acres	\$ 2,125,000	TBD	acres	\$ 2,125,000	TBD	acres	\$ 2,125,000	TBD	acres	\$ 2,125,000
<b>BALLPARK SITE ACQUISITION COSTS</b>			<b>\$ 875,000</b>			<b>\$ 2,125,000</b>			<b>\$ 2,125,000</b>			<b>\$ 2,125,000</b>			<b>\$ 2,125,000</b>
<b>CONSTRUCTION COSTS</b>															
<b>SITE CONSTRUCTION COST</b>															
3 Demolition of Existing Building	0	sf	\$ -	370,000	sf	\$ 3,700,000	370,000	sf	\$ 3,700,000	370,000	sf	\$ 3,700,000	370,000	sf	\$ 3,700,000
4 Site Prep/Development	2	acres	\$ 1,308,000	8	acres	\$ 6,976,000	8	acres	\$ 6,976,000	11	acres	\$ 9,592,000	11	acres	\$ 9,592,000
<b>SUBTOTAL</b>			<b>\$ 1,308,000</b>			<b>\$ 10,676,000</b>			<b>\$ 10,676,000</b>			<b>\$ 13,292,000</b>			<b>\$ 13,292,000</b>
<b>BUILDING COST</b>															
5 New Construction/ Judicial	0	sf	\$ -	200,000	sf	\$ 70,000,000	200,000	sf	\$ 70,000,000	200,000	sf	\$ 70,000,000	200,000	sf	\$ 70,000,000
6 New Construction/ Office	0	sf	\$ -	(leased)		\$ -	(leased)		\$ -	110,000	sf	\$ 31,900,000	130,000	sf	\$ 37,700,000
7 New Construction/ Annex	115,000	sf	\$ 51,750,000	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
8 New Construction/ Shell Space	0	sf	\$ -	0	sf	\$ -	50,000	sf	\$ 12,500,000	0	sf	\$ -	50,000	sf	\$ 12,500,000
9 New Construction/ Structured Parking	0	sf	\$ -	18,000	sf	\$ 2,250,000	18,000	sf	\$ 2,250,000	18,000	sf	\$ 2,250,000	18,000	sf	\$ 2,250,000
10 Renovation	206,000	sf	\$ 41,200,000	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
11 Renovation/ Parking Garage - allowance	344	sp	\$ 1,000,000	540	sp	\$ 1,000,000	540	sp	\$ 1,000,000	540	sp	\$ 1,000,000	540	sp	\$ 1,000,000
12 Leased Space	0	sf	\$ -	110,000	sf	\$ -	130,000	sf	\$ -	0	sf	\$ -	0	sf	\$ -
<b>SUBTOTAL</b>			<b>\$ 93,950,000</b>			<b>\$ 73,250,000</b>			<b>\$ 85,750,000</b>			<b>\$ 105,150,000</b>			<b>\$ 123,450,000</b>
13 Sustainable Design Initiatives	1.0%		\$ 939,500	1.0%		\$ 732,500	1.0%		\$ 857,500	1.0%		\$ 1,051,500	1.0%		\$ 1,234,500
14 Escalation - 3% to 4%/yr, beyond FY 2020 bid	4.0%		\$ 3,758,000	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -
<b>BALLPARK CONSTRUCTION COST (ECC) <sup>1</sup></b>			<b>\$ 99,960,000</b>			<b>\$ 84,700,000</b>			<b>\$ 97,300,000</b>			<b>\$ 119,500,000</b>			<b>\$ 138,000,000</b>
<b>OTHER PROJECT COSTS</b>															
15 Design and Management Fees	10.0%		\$ 9,996,000	9.5%		\$ 8,046,500	9.5%		\$ 9,243,500	9.5%		\$ 11,352,500	9.5%		\$ 13,110,000
16 Artwork Commission - Community Contribution	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -
17 Permit, Inspection Fees	0.8%	sf	\$ 749,700	0.8%	sf	\$ 635,250	0.8%	sf	\$ 729,750	0.8%	sf	\$ 896,250	0.8%	sf	\$ 1,035,000
18 Construction Contingency	7.0%		\$ 6,997,200	5.0%		\$ 4,235,000	5.0%		\$ 4,865,000	5.0%		\$ 5,975,000	5.0%		\$ 6,900,000
19 Swing Space/ Phasing Premium	206,000	sf	\$ 6,180,000			\$ -			\$ -			\$ -			\$ -
20 Furniture Costs - allowance			\$ 3,500,000			\$ 3,500,000			\$ 4,500,000			\$ 3,500,000			\$ 4,500,000
21 Move Costs	206,000		\$ 412,000	206,000		\$ 412,000	206,000		\$ 412,000	206,000		\$ 412,000	206,000		\$ 412,000
<b>SUBTOTAL OTHER PROJECT COSTS</b>			<b>\$ 27,834,900</b>			<b>\$ 16,828,750</b>			<b>\$ 19,750,250</b>			<b>\$ 22,135,750</b>			<b>\$ 25,957,000</b>
<b>BALLPARK TOTAL PROJECT COST <sup>1</sup></b>			<b>\$ 128,700,000</b>			<b>\$ 103,700,000</b>			<b>\$ 119,200,000</b>			<b>\$ 143,800,000</b>			<b>\$ 166,100,000</b>

NOT VIABLE

VIABLE +lease cost

VIABLE +lease cost

RECOMMENDED OPTION

**5 - PROJECT BUDGET & IMPLEMENTATION**

## Notes:

1 Initial Cost Model is based on the following SF unit cost assumptions. These have been escalated to a bid date of FY 2020.

Demolition Costs	\$	10 / sf	
Site Prep/Development	\$	872,000 / acre	(\$20/sf)
New Construction/Judicial	\$	350 / sf	Note that cost is at the average budget range for regional courthouse projects.
New Construction/Office	\$	290 / sf	
New Construction/Shell Space	\$	250 / sf	
New Construction/Structured Parking	\$	125 / sf	
New Construction/Annex	\$	450 / sf	
Renovation	\$	200 / sf	
Swing Space	\$	30 / sf	
Move Costs	\$	2 / sf	

## DECISION MATRIX

A county facility this size has substantial considerations that must be evaluated and understood in order to accomplish an effective design that meets the functional, operational, and security requirements of the project. The design team evaluated each Developed Option on a range of criteria seen in the table to the right.

OPTION 1



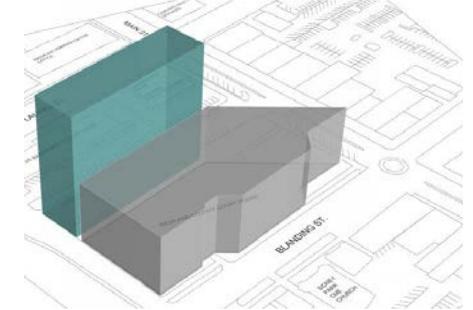
Partial Build Out - With Leased Space

OPTION 2



Full Build Out - With Leased Space

ANNEX



Renovations + Annex to Existing

BUILDING AREA	310,000 SF	380,000 SF	320,000 SF
PERSONNEL HOUSED	560	750	560
PROJECT COST (CAPITAL COST)	\$	\$\$	\$\$
LEASE COST	YES	YES	NO
MEETS PROGRAM NEED	2025 SPACE NEEDS	2040 SPACE NEEDS	2025 SPACE NEEDS
MEETS OPERATIONAL NEED	YES	YES	PARTIAL
MEETS SECURITY NEED	YES	YES	PARTIAL
ALLOWS FUTURE GROWTH	ADDITION	SHELL FIT-OUT	NO



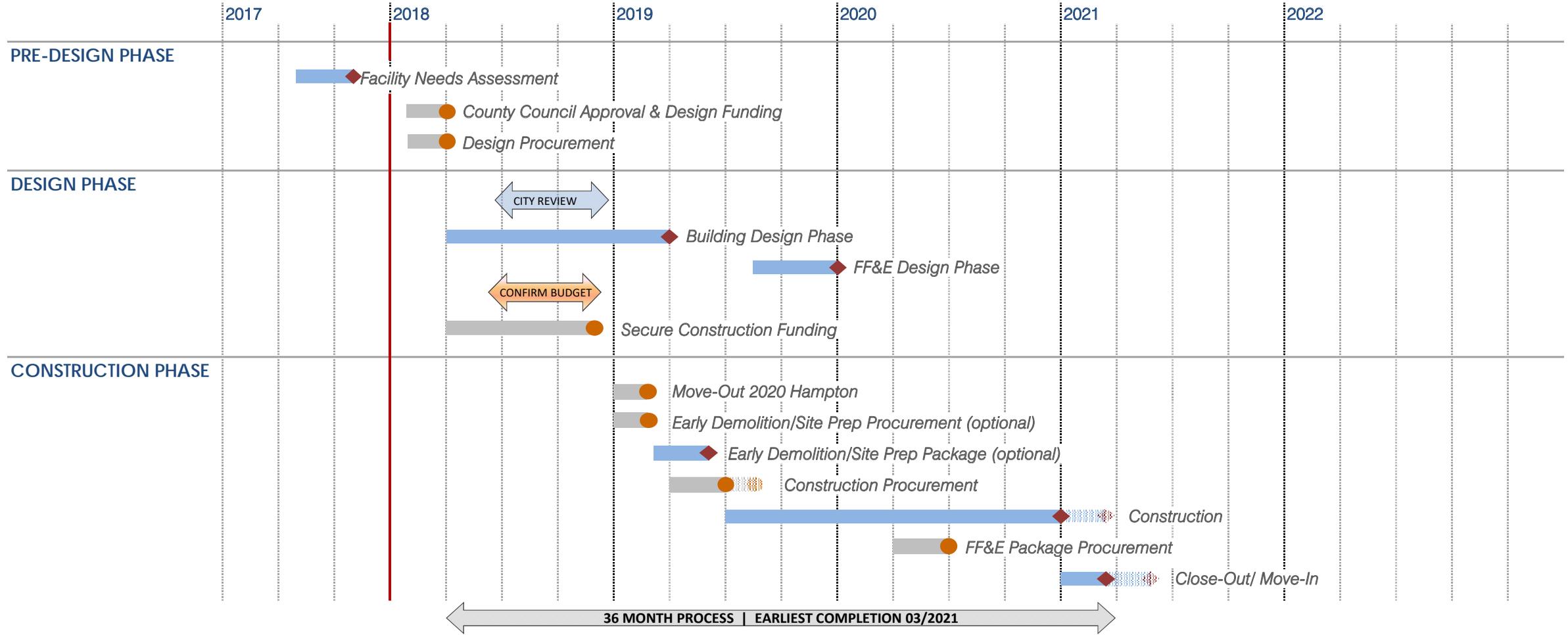
RECOMMENDED OPTION

## PROJECT IMPLEMENTATION

Should Richland County decide to utilize a design / bid / build method, a 36 month - plus schedule is projected for the design and construction process once the project is authorized, as illustrated on the adjacent page.

This is an aggressive schedule model and is contingent on the move-out of 2020 Hampton employees in 2018.

During the Design Procurement phase, programming efforts led by the A/E team will verify that the Stakeholder requirements are valid and will be met by the project.





- A Initial Identified Options & Costs
- B American Courthouse History
- C Acknowledgments

# OVERVIEW

## INTRODUCTION

The six initial identified Options on the pages that follow are evaluations of various combinations of full build out, partial build out, shell space, and leased space options.

A preliminary cost model for each Option has been included within this section. Strengths and weaknesses for each option are provided within a decision matrix at the end of this section.

FULL BUILD OUT



A

PARTIAL BUILD OUT



B

FULL BUILD OUT - WITH SHELL SPACE



C

← ELIMINATED OPTIONS

PARTIAL BUILD OUT - WITH LEASED SPACE



D

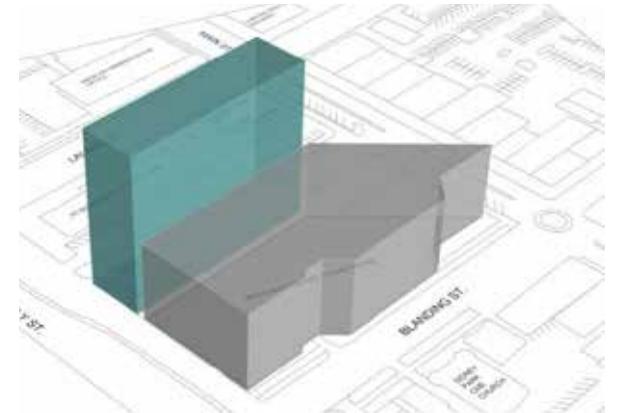
DEVELOPED OPTIONS

FULL BUILD OUT - WITH LEASED SPACE



E

RENOVATIONS + ANNEX TO EXISTING



INITIAL IDENTIFIED OPTIONS & COSTS

A





## OPTION A - FULL BUILD OUT

### NEW CONSTRUCTION

- 5-story Judicial Center, 400,000 square feet
- Houses court family & court support – long term
- 23 courtrooms, 2 video courtrooms, 2 grand jury suites, 23 chambers, 4 visiting chambers

LEGEND

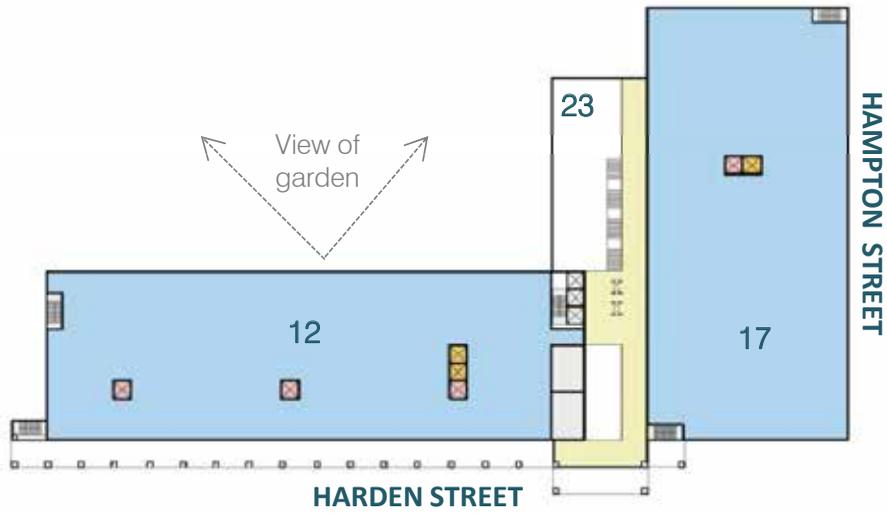
- 1. Circuit Criminal Courtroom
- 2. Circuit Civil Courtroom
- 3. Master In Equity Courtroom
- 4. Ceremonial Courtroom
- 5. Family Courtroom
- 6. Probate Courtroom
- 7. Video Courtroom
- 8. Court Support
- 9. Judges 'Chambers
- 10. Jury Suite
- 11. Sheriff / Holding Cells
- 12. Solicitor's Office
- 13. Clerk Of Court
- 14. Family Clerk
- 15. Probate Clerk
- 16. Grand Jury
- 17. Public Defender
- 18. Register Of Deeds
- 19. Jury Assembly
- 20. CASA
- 21. DJJ
- 22. Joint Use
- 23. Atrium
- 24. Garden
- 25. Employee Parking
- 26. Public Parking
- 27. Restricted Parking
- 28. Sheriff Parking
- 29. Loading Dock
- 30. Mail Room

- ▶ Main Entry
- Ⓜ▶ Restricted Entry
- Ⓟ▶ Restricted Parking Entry
- Ⓢ▶ Sheriff Parking Entry
- Ⓛ▶ Loading

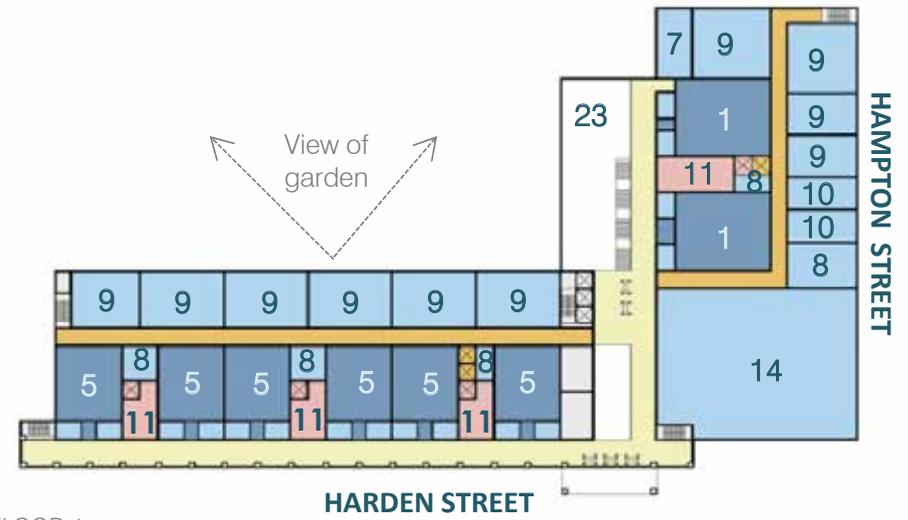


FLOOR 1

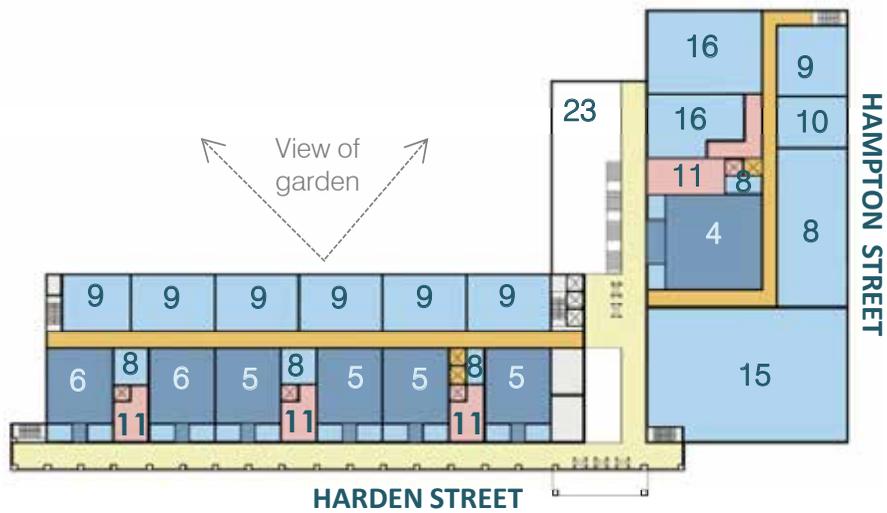




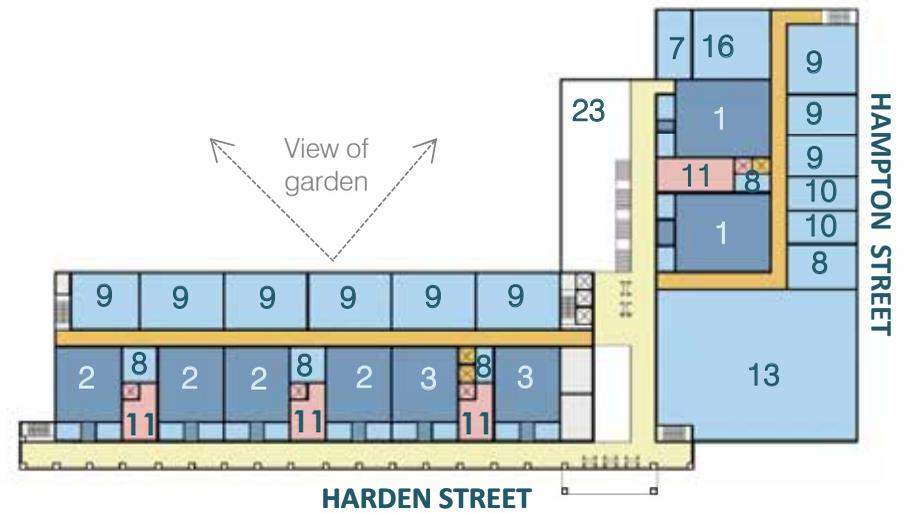
FLOOR 2



FLOOR 4



FLOOR 3



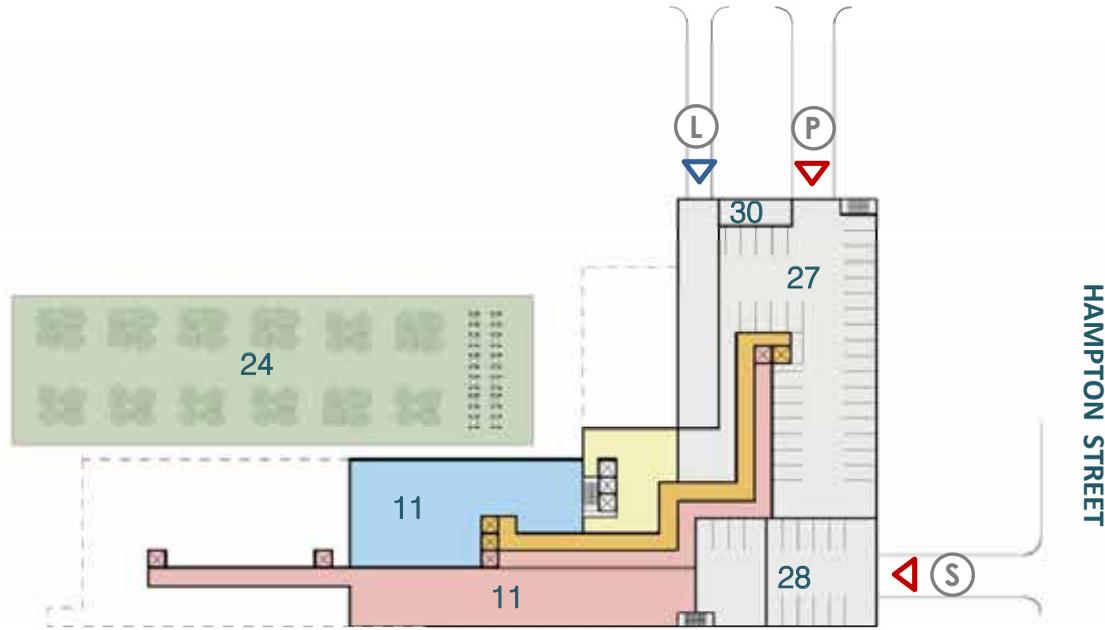
FLOOR 5



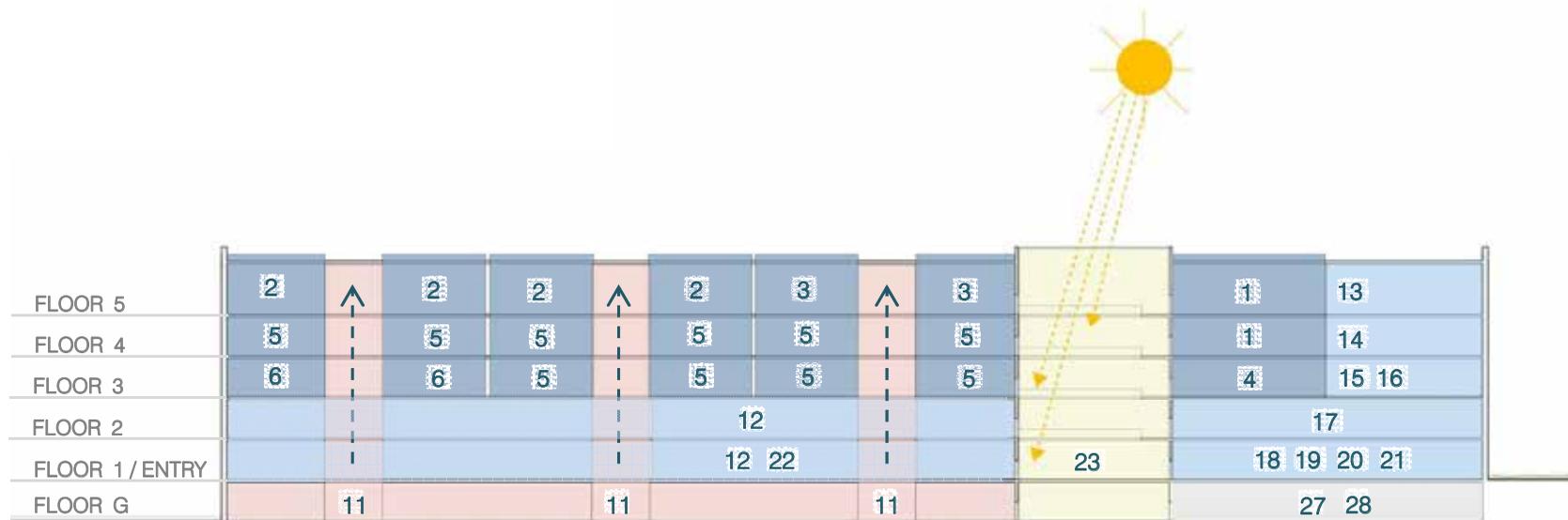
LEGEND

- 1. Circuit Criminal Courtroom
- 2. Circuit Civil Courtroom
- 3. Master In Equity Courtroom
- 4. Ceremonial Courtroom
- 5. Family Courtroom
- 6. Probate Courtroom
- 7. Video Courtroom
- 8. Court Support
- 9. Judges 'Chambers
- 10. Jury Suite
- 11. Sheriff / Holding Cells
- 12. Solicitor's Office
- 13. Clerk Of Court
- 14. Family Clerk
- 15. Probate Clerk
- 16. Grand Jury
- 17. Public Defender
- 18. Register Of Deeds
- 19. Jury Assembly
- 20. CASA
- 21. DJJ
- 22. Joint Use
- 23. Atrium
- 24. Garden
- 25. Employee Parking
- 26. Public Parking
- 27. Restricted Parking
- 28. Sheriff Parking
- 29. Loading Dock
- 30. Mail Room

- Main Entry
- Restricted Entry
- Restricted Parking Entry
- Sheriff Parking Entry
- Loading



FLOOR G



BUILDING SECTION



## OPTION B - PARTIAL BUILD OUT

### NEW CONSTRUCTION

- 5-story Judicial Center, 320,000 square feet
- Houses court family & court support – 2025 Space Needs
- 17 courtrooms, 2 video courtrooms, 1 grand jury suite, 17 chambers, 4 visiting chambers

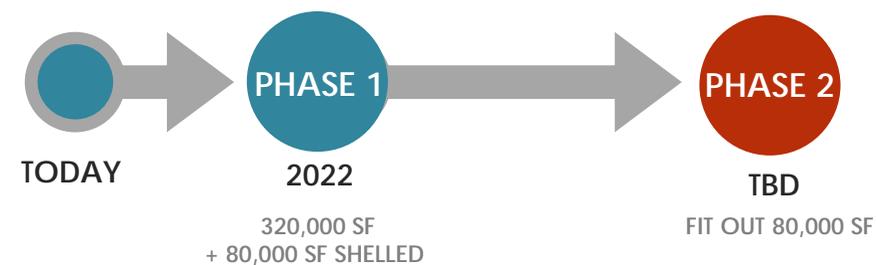




## OPTION C - FULL BUILD OUT WITH SHELL SPACE

### NEW CONSTRUCTION

- 5-story Judicial Center, 400,000 square feet
- Houses court family & court support – long term
- 17 courtrooms, 2 video courtrooms, 1 grand jury suite, 17 chambers, 4 visiting chambers

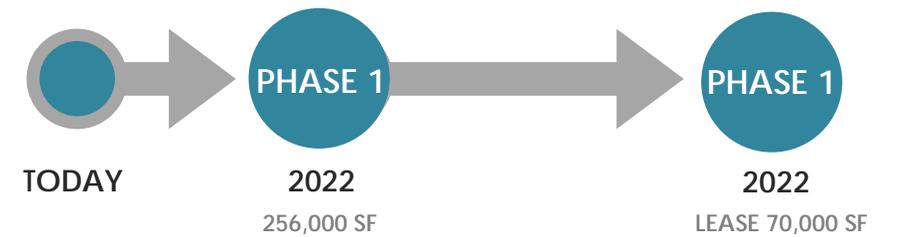




## OPTION D - PARTIAL BUILD OUT WITH LEASED SPACE

### NEW CONSTRUCTION

- 4-story Judicial Center, 256,000 square feet + 70,000 sf lease
- Houses court family – 2025 Space Needs + court support in lease
- 17 courtrooms, 2 video courtrooms, 1 grand jury suite, 17 chambers, 4 visiting chambers
- Annual lease cost outside capital cost

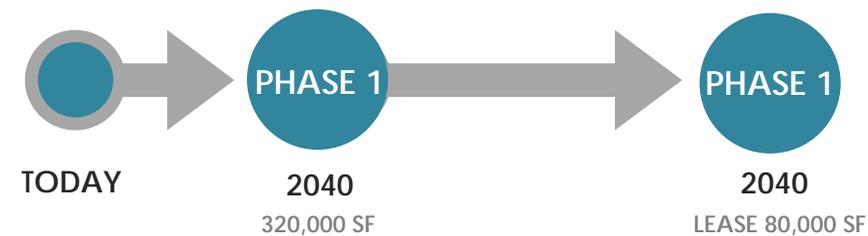




## OPTION E - FULL BUILD OUT WITH LEASED SPACE

### NEW CONSTRUCTION

- 5-story Judicial Center, 320,000 square feet + 80,000 sf lease
- Houses court family – long term + court support in lease
- 23 courtrooms, 2 video courtrooms, 2 grand jury suites, 23 chambers, 4 visiting chambers
- Annual lease cost outside capital cost



## INITIAL COST MODEL

An initial cost model was developed for the Initial Identified Options to assist in the process of selecting which options should be evaluated in detail as Developed Options.

This cost model reflects the benchmarking research and average budget range described in section 5.1 of this report. Faithful & Gould adjusted the cost of project to regional area and an assumed bid date of FY2020. It should be noted that Faithful & Gould recommended a slightly higher budget range, based on a broader mix of precedents throughout the country.

The intention of this cost model is to reflect fair market value for the construction project. It is not a prediction of low bid.

OPTION A



Full Build Out

OPTION B



Partial Build Out

SITE COST	\$9,276,000	\$9,276,000
BUILDING COST	\$141,224,000	\$113,170,000
<b>EST. CONSTRUCTION COST</b>	<b>\$150.5M</b>	<b>\$122.5M</b>
DESIGN & MANAGEMENT FEES	\$14,297,500	\$11,637,500
PERMIT, INSPECTION FEES	\$1,128,750	\$918,750
CONSTRUCTION CONTINGENCY	\$7,525,000	\$6,125,000
FURNITURE ALLOWANCE	\$4,500,000	\$3,500,000
MOVE COSTS	\$412,000	\$412,000
<b>EST. PROJECT COST</b>	<b>\$178.4M</b>	<b>\$145.1M</b>



OPTION C



Full Build Out - With Shell Space

OPTION D



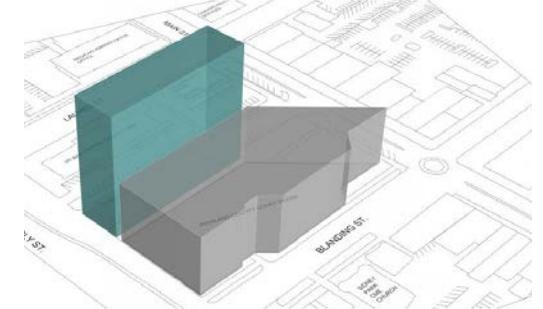
Partial Build Out - With Leased Space

OPTION E



Full Build Out - With Leased Space

ANNEX



Renovations + Annex to Existing

\$9,276,000	\$9,426,000	\$10,176,000	\$2,441,600
\$133,131,000	\$91,193,000	\$113,739,000	\$120,398,400
<b>\$142.5M</b>	<b>\$100.7M</b>	<b>\$124.0M</b>	<b>\$122.9M</b>
\$13,537,500	\$9,566,600	\$11,780,000	\$12,284,000
\$1,068,750	\$755,250	\$930,000	\$921,300
\$7,125,000	\$5,035,000	\$6,200,000	\$8,598,800
\$4,500,000	\$3,500,000	\$4,500,000	\$3,500,000
\$412,000	\$412,000	\$412,000	\$412,000
<b>\$169.2M</b>	<b>\$120M</b>	<b>\$147.9M</b>	<b>\$154.8M</b>
ELIMINATED OPTIONS	DEVELOPED OPTIONS		

**INITIAL ALTERNATIVES - BALLPARK COST MODEL**

Description	ANNEX Renovation of Existing w/ Annex 2040 Masterplan - Full Build Out			OPTION A New Construction 2040 Masterplan - Full Build Out			OPTION B New Construction 2022 Masterplan - Partial Build Out			OPTION C New Construction 2040 Masterplan - w/ Shell Space		
	USF		Ballpark Cost	USF		Ballpark Cost	USF		Ballpark Cost	USF		Ballpark Cost
<b>CONSTRUCTION COSTS</b>												
<b>SITE CONSTRUCTION COST</b>												
1 Demolition of Existing Building	0	sf	\$ -	230,000	sf	\$ 2,300,000	230,000	sf	\$ 2,300,000	230,000	sf	\$ 2,300,000
2 Site Prep/Development	3	acres	\$ 2,441,600	8	acres	\$ 6,976,000	8	acres	\$ 6,976,000	8	acres	\$ 6,976,000
<b>SUBTOTAL</b>			<b>\$ 2,441,600</b>			<b>\$ 9,276,000</b>			<b>\$ 9,276,000</b>			<b>\$ 9,276,000</b>
<b>BUILDING COST</b>												
3 New Construction	0	sf	\$ -	400,000	sf	\$ 136,000,000	320,000	sf	\$ 108,800,000	320,000	sf	\$ 108,800,000
4 New Construction/ Annex	194,000	sf	\$ 87,300,000	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
5 New Construction/ Shell Space	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -	80,000	sf	\$ 19,200,000
6 New Construction/ Structured Parking	0	sf	\$ -	22,500	sf	\$ 2,812,500	18,000	sf	\$ 2,250,000	22,500	sf	\$ 2,812,500
7 Renovation	206,000	sf	\$ 30,900,000	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
8 Renovation/ Parking Garage - allowance	344	sp	\$ 1,000,000	540	sp	\$ 1,000,000	540	sp	\$ 1,000,000	540	sp	\$ 1,000,000
9 Leased Space	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
<b>SUBTOTAL</b>			<b>\$ 119,200,000</b>			<b>\$ 139,812,500</b>			<b>\$ 112,050,000</b>			<b>\$ 131,812,500</b>
10 Sustainable Design Initiatives	1.0%		\$ 1,192,000	1.0%		\$ 1,398,125	1.0%		\$ 1,120,500	1.0%		\$ 1,318,125
11 Escalation - 3% to 4%/yr, beyond FY 2020 bid	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -
<b>BALLPARK CONSTRUCTION COST (ECC) <sup>1</sup></b>			<b>\$ 122,840,000</b>			<b>\$ 150,500,000</b>			<b>\$ 122,500,000</b>			<b>\$ 142,500,000</b>
<b>OTHER PROJECT COSTS</b>												
12 Design and Management Fees	10.0%		\$ 12,284,000	9.5%		\$ 14,297,500	9.5%		\$ 11,637,500	9.5%		\$ 13,537,500
13 Artwork Commission - Community Contribution	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -	0.0%		\$ -
14 Permit, Inspection Fees	0.8%	sf	\$ 921,300	0.8%	sf	\$ 1,128,750	0.8%	sf	\$ 918,750	0.8%	sf	\$ 1,068,750
15 Construction Contingency	7.0%		\$ 8,598,800	5.0%		\$ 7,525,000	5.0%		\$ 6,125,000	5.0%		\$ 7,125,000
16 Swing Space/ Phasing Premium	206,000	sf	\$ 6,180,000	0	sf	\$ -	0	sf	\$ -	0	sf	\$ -
17 Furniture Costs - allowance			\$ 3,500,000			\$ 4,500,000			\$ 3,500,000			\$ 4,500,000
18 Move Costs	206,000		\$ 412,000	206,000		\$ 412,000	206,000		\$ 412,000	206,000		\$ 412,000
<b>SUBTOTAL OTHER PROJECT COSTS</b>			<b>\$ 31,896,100</b>			<b>\$ 27,863,250</b>			<b>\$ 22,593,250</b>			<b>\$ 26,643,250</b>
<b>BALLPARK TOTAL PROJECT COST <sup>1</sup></b>			<b>\$ 154,800,000</b>			<b>\$ 178,400,000</b>			<b>\$ 145,100,000</b>			<b>\$ 169,200,000</b>
			NOT VIABLE						VIABLE			

OPTION D New Construction 2022 Masterplan - w/ Lease Space				OPTION E New Construction 2040 Masterplan - w/ Lease Space			
USF		Ballpark Cost		USF		Ballpark Cost	
245,000	sf	\$ 2,450,000		320,000	sf	\$ 3,200,000	
8	acres	\$ 6,976,000		8	acres	\$ 6,976,000	
		<b>\$ 9,426,000</b>				<b>\$ 10,176,000</b>	
256,000	sf	\$ 87,040,000		320,000	sf	\$ 108,800,000	
0	sf	\$ -		0	sf	\$ -	
0	sf	\$ -		0	sf	\$ -	
18,000	sf	\$ 2,250,000		22,500	sf	\$ 2,812,500	
0	sf	\$ -		0	sf	\$ -	
540	sp	\$ 1,000,000		540	sp	\$ 1,000,000	
70,000	sf	\$ -		80,000	sf	\$ -	
		<b>\$ 90,290,000</b>				<b>\$ 112,612,500</b>	
1.0%		\$ 902,900		1.0%		\$ 1,126,125	
0.0%		\$ -		0.0%		\$ -	
		<b>\$ 100,700,000</b>				<b>\$ 124,000,000</b>	
9.5%		\$ 9,566,500		9.5%		\$ 11,780,000	
0.0%		\$ -		0.0%		\$ -	
0.8%	sf	\$ 755,250		0.8%	sf	\$ 930,000	
5.0%		\$ 5,035,000		5.0%		\$ 6,200,000	
0	sf	\$ -		0	sf	\$ -	
		\$ 3,500,000				\$ 4,500,000	
206,000		\$ 412,000		206,000		\$ 412,000	
		<b>\$ 19,268,750</b>				<b>\$ 23,822,000</b>	
		<b>\$ 120,000,000</b>				<b>\$ 147,900,000</b>	

VIABLE +lease cost

+lease cost

Notes:

1 Initial Cost Model is based on the following SF unit cost assumptions. These have been escalated to a bid date of FY 2020.

Demolition Costs	\$ 10 /sf	
Site Prep/Development	\$ 872,000 / acre	(\$20/sf)
New Construction	\$ 340 /sf	Note that cost is at the low average range for regional courthouse projects.
New Construction/Annex	\$ 450 /sf	
New Construction/Shell Space	\$ 240 /sf	
New Construction/Structured Parking	\$ 125 /sf	
Renovation	\$ 150 /sf	
Swing Space	\$ 30 /sf	
Move Costs	\$ 2 /sf	

## INITIAL DECISION MATRIX

A county facility this size has substantial considerations that must be evaluated and understood in order to accomplish an effective design that meets the functional, operational, and security requirements of the project. The design team evaluated each Initial Identified Option on a range of criteria seen in the table to the right. This decision matrix assisted in the selection of which design options to evaluate further as Developed Options.

OPTION A



Full Build Out

OPTION B



Partial Build Out

BUILDING AREA	<b>400,000</b>	<b>320,000 SF</b>
PERSONNEL HOUSED	<b>752</b>	<b>560</b>
PROJECT COST (CAPITAL COST)	<b>\$\$\$</b>	<b>\$\$</b>
LEASE COST	<b>NO</b>	<b>NO</b>
MEETS PROGRAM NEED	<b>2040 SPACE NEEDS</b>	<b>2025 SPACE NEEDS</b>
MEETS OPERATIONAL NEED	<b>HIGH</b>	<b>HIGH</b>
MEETS SECURITY NEED	<b>YES</b>	<b>YES</b>
ALLOWS FUTURE GROWTH	<b>INCLUDED</b>	<b>ADDITION</b>

VIABLE



OPTION C



Full Build Out - With Shell Space

OPTION D



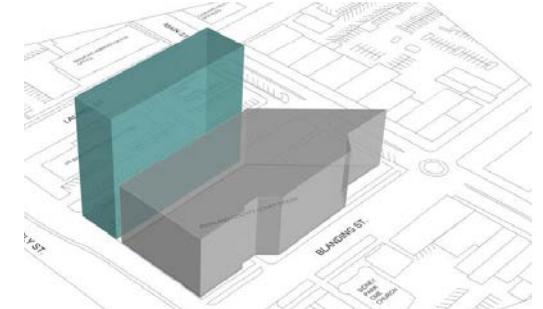
Partial Build Out - With Leased Space

OPTION E



Full Build Out - With Leased Space

ANNEX



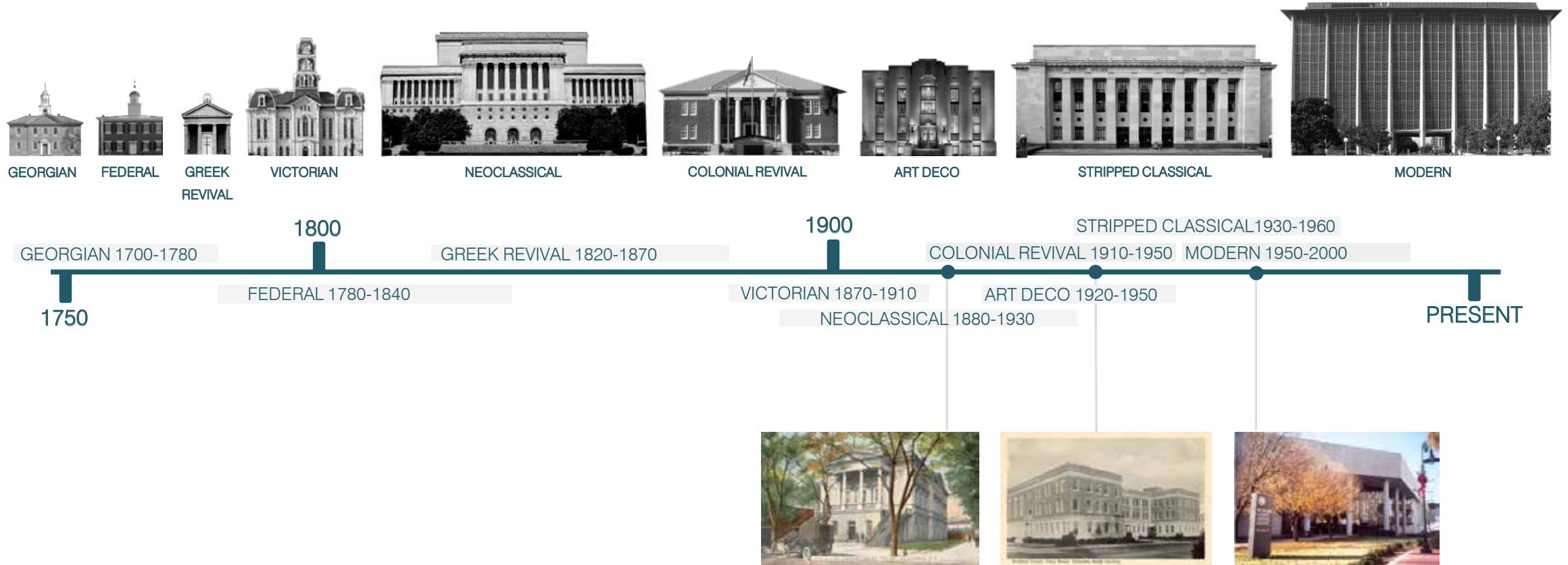
Renovations + Annex to Existing

<b>400,000 SF</b>	<b>320,000 SF</b>	<b>400,000 SF</b>	<b>400,000 SF</b>
<b>560</b>	<b>560</b>	<b>752</b>	<b>752</b>
<b>\$\$\$</b>	<b>\$</b>	<b>\$\$</b>	<b>\$\$</b>
<b>NO</b>	<b>YES</b>	<b>YES</b>	<b>NO</b>
<b>2040 SPACE NEEDS</b>	<b>2025 SPACE NEEDS</b>	<b>2040 SPACE NEEDS</b>	<b>2040 SPACE NEEDS</b>
<b>HIGH</b>	<b>MEDIUM</b>	<b>MEDIUM</b>	<b>LOW</b>
<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>NO</b>
<b>INTERIOR FIT-OUT</b>	<b>ADDITION</b>	<b>INCLUDED</b>	<b>INCLUDED</b>

VIABLE

ELIMINATED OPTIONS

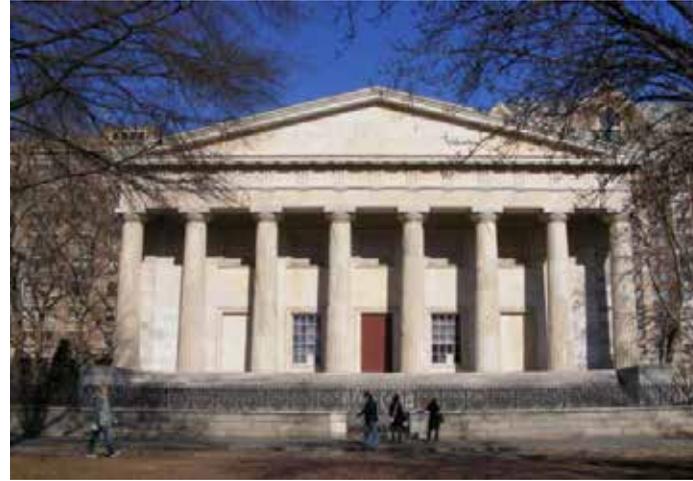
DEVELOPED OPTIONS



The American Courthouse has a legacy as a symbol for the stability of justice and democracy, but also serves as a reflection of a changing America. County courthouses are part of a greater public architecture that recounts a visual history of civic tradition. The current Richland County courthouse no longer meets the needs of the public and a new courthouse is an opportunity to engage in this civic tradition and design the next chapter of Richland county's narrative.



INDEPENDENCE HALL, 1753



SECOND NATIONAL BANK, 1824



PHILADELPHIA CITY HALL, 1901



CARPENTERS HALL, 1775



MERCHANTS' EXCHANGE BUILDING, 1834



30<sup>TH</sup> STREET STATION, 1933

Philadelphia is an important case study in the civic tradition. The city serves as both a lab to test ideas and also as a living museum that proudly displays and preserves the city's legacy. The different styles, scales, and building types indicate different urban conditions and a rich public history. These ideas and traditions are translatable across America, and each region adds aspects that make their space meaningful.



York Colonial Courthouse, Pennsylvania  
architect unknown, 1756



Chowan County Courthouse, North Carolina  
architect unknown, 1767



The Georgian style of architecture, was popular throughout England and the American colonies before the War of Independence. Its main features are symmetry and panels in the door, often with a window above the door called a transom or a fanlight. Pilasters look like pillars or columns, but they are set in relief into the wall for decorative purposes. They feature cornices with moldings or dentils, which are rectangular patterns cut in relief into the wood trim. Most Georgian buildings have a chimney at each end.



Somerville Courthouse, Alabama  
architect unknown, 1837



Sullivan County Courthouse, New Hampshire  
architect unknown, 1825



The Federal style strongly resembles the Georgian, but it tends to use motifs and symbols of our new democracy such as the bald eagle and agricultural symbols such as ears of corn or tobacco leaves. The federalist style begins to consider the ideals of government and society exemplified in ancient Greece and Rome.



Laurens County Courthouse, South Carolina  
Veal, Thomas C.; Wells, Dr. John, 1858



Barnstable County Courthouse, Massachusetts  
Alexander Parris, 1831



After the War of 1812, the popularity of British styles waned sharply, and classicism increased. Structures show a greater effort to imitate the look of an ancient Greek temple in their design. Buildings usually are comprised of a single story on a brick or stone foundation. Columns are Doric, Ionic, or Corinthian. Roofs are gently pitched, sometimes with a carved relief, or frieze, on the pediments.



Parker County Courthouse, Texas  
W. C. Dodson, 1886



Elk County Courthouse, South Carolina  
J P Marston of Maine, 1843



The Victorian style began as a counter movement to the Industrial style. Many styles came together in the Victorian style: Italianate, Romanesque, Second Empire, Gothic Revival, Arts and Crafts, Art Nouveau, and Queen Anne. Typical features of a Victorian building include diverse styles of windows within the same structure, turrets, dentils, columns, gables and dormers, entablatures, transoms, and mansard roofs.



Shelby County Courthouse, Tennessee  
Hale and Rogers, 1910



Milwaukee County Courthouse, Wisconsin  
McKim, Mead & White, 1930



Neo-Classical buildings are characteristically symmetrical, often with side extensions. They feature a full height portico with classical Ionic or Corinthian columns. They are larger in scale and richer in interior detail than Greek Revival structures.



Calhoun County Courthouse, South Carolina  
William Augustus Edwards, 1913



Jasper County Courthouse, South Carolina  
William Augustus Edwards, 1916



Colonial Revival, spurred by the 1876 Centennial Exposition in Philadelphia imitates the earlier Georgian and Federal styles. Buildings of this style have a rectangular footprint with a symmetrical façade. It uses brick or clapboard siding, and is usually two to three stories with a gabled or hipped roof and dormers. Simple, classical detailing is featured in the pillars and columns. Paneled doors are adorned with sidelights and transoms or fanlights. The porticos topped by a pediment create a templelike entrance.



Old Martin County Courthouse, Florida  
L. Phillips Clarke, 1937



Lauderdale County Courthouse, Tennessee  
Marr and Holman, 1936



Art Deco makes use of rich, lavish colors and strong rectilinear or geometrical shapes, arranged in a symmetrical fashion. Early Art Deco depicts heroes and creatures of ancient mythology, but depression era Art Deco feature the American laborer.



United States Post Office and Courthouse, New Jersey  
James Wetmore, 1936



Supreme Court Building, Nashville, Tennessee  
Marr & Holman, 1937



The Stripped Classical style incorporates elements of the Art Deco style with Neo-Classicism. The style came out of the Great Depression and extended into the post-war era. It is most commonly seen in government buildings of the time.



Fresno County Courthouse, California  
Schoenwald, Harris, Norwood, House & Oba, 1966



Strom Thurmond Federal Building, Columbia  
Marcel Breuer, 1979



The modernist style is associated with the social and economic changes of the 20th century – the rise and growth of capitalism, industrialization, secularism and the nation-state. The building material is incorporated as a design element. Poured concrete slabs are exposed, usually with their seams visible, for example. There is a simplicity of form, usually removing anything considered unnecessary detail. The modernist form of architecture emphasizes strong horizontal and vertical lines.



1



2

- 1 Multnomah County Courthouse, Oregon
- 2 John M. Roll Courthouse, Arizona
- 3 Suffolk County Courthouse, Massachusetts
- 4 Los Angeles County Courthouse, California
- 5 San Bernardino Justice Center, California



3



4



5

The contemporary county courthouse is reflective of the character of the county and is designed to engage with the community. Contemporary courthouses respond to present needs and climate and consider future advancements and changes. As a civic building, great care is taken to provide the public with a space that they can take pride in and make use of for years to come.

## COURTHOUSES IN THE CITY



Richland County Courthouse  
Columbia, South Carolina



The Richland County Courthouse is closed off to any public street life. The building extends to the property line which leaves no opportunity for civic engagement.



Monroe County Courthouse  
Bloomington, Indiana



The Monroe County Courthouse is surrounded by a public "courthouse square" The building is set back from the site which gives the public a plaza that engages with the city.



SEATTLE PUBLIC LIBRARY, 2004  
SEATTLE, WA



BARNES FOUNDATION, 2012  
PHILADELPHIA, PA



MORTON H. MEYERSON SYMPHONY  
CENTER, 1985, DALLAS, TX



CHICAGO PUBLIC LIBRARY, 2004  
CHICAGO, IL



BOSTON CITY HALL, 1968  
BOSTON, MA



YERBA BUENA GARDENS, 1993  
SAN FRANCISCO, CA

A courthouse building is undeniably public in nature and as such belongs to a great legacy of civic spaces. These types of spaces belong to the people and are an integral part in defining the narrative of a city and preserving the character of the region. As publicly owned spaces, these types of buildings are the primary image or flagship space put forth by a city.



This report is the result of a collaborative effort by the following people:

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Virginia Belcher	Chief Deputy Clerk of Court
Judge Casey Manning	5th Judicial Circuit Court
Judge Amy McCulloch	Probate Court
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Capt. Daryl Price	RC Sheriff's Department
Daniel Johnson	5th Judicial Circuit Solicitor
William Bilton	Diversion Programs & Community Services Program Director
Doug Strickler	5th Judicial Circuit Public Defender
Fielding Pringle	Chief County Public Defender
John Hopkins	Register of Deeds
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