



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

March 2010



Prepared by



Rañon & Partners, Inc.
Architects

AA C000531

and

Kimme Associates, Criminal Justice Planning

with

Ossi Consulting Engineers, Inc. - Mechanical Engineers
Rolley Engineering, Inc. - Electrical Engineers
George F. Young - Consulting Civil and Environmental Engineers

PINELLAS COUNTY CRIMINAL JUSTICE CENTER NEEDS ASSESSMENT

TABLE OF CONTENTS	PAGE
TAB 1 EXECUTIVE SUMMARY	
TAB 2 CONCLUSIONS and RECOMMENDATIONS	
I. Renovations and Modifications	1
II. Additions and Alterations	2
III. Major Building Expansion	3
IV. Conceptual 2030 CJC Campus Plan	5
V. Conceptual Long Range CJC Campus Plan	6
TAB 3 MASTER PLANNING DESIGN CRITERIA	
I. Site Planning Issues	1
II. General Building Conditions	1
III. Energy Efficiency	2
IV. Security	3
V. Operations and Space Use Conditions	3
VI. Existing CJC Building Zoning Graphic	4
VII. Space Summary Chart: Gross Square Feet	5
VIII. Existing Space Use Floor Plans	6
IX. Existing Building Summary Data	9
X. Appendix	13
TAB 4 CRIMINAL JUSTICE CONSULTANT REPORT: Kimme & Associates, Inc. Criminal Justice Planning	
I. Introduction	1
II. Court Component Descriptions and Needs	4
A. County and Circuit Courts	4
B. Court Administration Office	7
C. State Attorney	10
D. Public Defender	12
E. Clerk of the Circuit Court	15
F. Guardian Ad Litem	20
G. Court Security	23
H. Facility Operations	25
III. Previous Projections of Need - 1989 Master Plan	28
A. Criminal Case Files	28
B. County Population	29
C. Judgeships	29
D. Space	29
IV. Courtroom Utilization	30
V. Growth Factors and Space Occupancy Levels	36
A. Creating the Factors	36
B. Office and Work Station Vacancies	37

PINELLAS COUNTY CRIMINAL JUSTICE CENTER NEEDS ASSESSMENT
TOC

Pinellas County Department of Real Estate Management Project No. 1460
R&P Project No. 0603PC

TABLE OF CONTENTS

	PAGE
VI. Space Needs Analysis	40
A. Space Inventory	40
B. Courtrooms	44
C. Space Questionnaires	44
D. Summary of Current Needs and Estimates of Current and Future Space Needs	45
VII. Phase I Renovation Issues and Ideas	50
A. Facilities Management Issues	50
B. State Attorney Issues	50
C. Security	52
D. Public Defender	53
E. Clerk	53
F. Court Technology	53
G. Court Administration	53
H. Pretrial Services	54
I. General	54
VIII. Phase 2 and Beyond: Renovation Issues and Ideas	55
A. Highest Priorities for the Next Phase (Phase 2)	55
B. General Space Planning Considerations	55
C. Things That Could Move Out of the Building if Needed, and the Reason Not To	56
D. Parking	56
E. Major Ideas that could change Things	56
TAB 5 SITE IMPROVEMENTS REPORT: George F. Young, Inc.	
I. Existing Conditions	1
II. Stormwater Management	1
III. Water	2
IV. Sewer	2
V. Reclaimed	3
VI. Utility Services	3
VII. Existing Storm / Sewer Infrastructure	A-1
VIII. Proposed Storm / Sewer Infrastructure	A-2
IX. Existing Potable Water Infrastructure	B-1
X. Proposed Potable Water Infrastructure	B-2
XI. Existing Sanitary Sewer Infrastructure	C-1
XII. Proposed Sanitary Sewer Infrastructure	C-2
XIII. Existing Reclaimed Water Infrastructure	D-1
XIV. Existing Utility Service Infrastructure	E-1
TAB 6 HVAC SYSTEMS EVALUATION & RECOMMENDATIONS REPORT: Ossi Consulting Engineers, Inc.	
I. Existing HVAC Systems Description	1
II. HVAC Systems Recommendation	1
III. Fire Protection Systems	3
IV. Plumbing Systems	3
V. Domestic Hot Water Systems	3
VI. Air Handling Units Summary	4
VII. Exhaust Fans Summary	5
VIII. Diagram A	6
IX. Diagram B	7
X. Diagram C	8

PINELLAS COUNTY CRIMINAL JUSTICE CENTER NEEDS ASSESSMENT

TOC

Pinellas County Department of Real Estate Management Project No. 1460
R&P Project No. 0603PC

TABLE OF CONTENTS

PAGE

TAB 7 ELECTRICAL ENGINEERING ASSESSMENT: Rolley Engineering, Inc.

I.	State Attorney / Public Defender Building	1
A.	Electrical Service	1
B.	Distributing	1
C.	Lightning Protection	4
D.	Lighting Systems	4
E.	Fire Alarm System	4
F.	Code Compliance	5
G.	Deficiencies / Concerns	6
H.	Projected Life Evaluation	6
I.	Adaptability / Expandability	7
II.	Courts Facility Building	7
A.	Electrical Service	7
B.	Lightning Protection	10
C.	Lighting Systems	11
D.	Fire alarm System	11
E.	Security System	12
F.	Secondary Clock System	12
G.	Code Compliance	13
H.	Deficiencies / Concerns	14
I.	Projected Life Evaluation	15
J.	Adaptability / Expandability	15

PINELLAS COUNTY CRIMINAL JUSTICE CENTER NEEDS ASSESSMENT

EXECUTIVE SUMMARY

BACKGROUND

In May of 2008, in association with the update of the Pinellas County Jail Master Plan, The Rañon & Partners / Kimme design team was retained by Pinellas County Real Estate to develop a twenty-year Needs Assessment and Strategic Master Plan for the Criminal Justice Center. The purpose of this study is to outline current and projected needs and goals which will be determining growth programs through 2030. This report is the conclusion of interviews and discussions with the majority of the stakeholders of the center, including Judicial bodies, supporting agencies and faculty personnel as documented in the Kimme Associates report under TAB 3 following. Further analysis has been included from Ossi Consulting Mechanical Engineers, Rolley Engineering, Inc. Electrical Engineers and George F. Young, Civil Consulting Engineers TABS 4, 5, and 6. The report has also benefitted from the support of HOK Architects, the design team for the 1993 CJC Building and existing building renovations.

METHODOLOGY

Following meetings with Real Estate Management to establish the process and goals of the project, Kimme & Associates led the analysis tasks. The first meetings were with Chief Judge Robert Morris and Court Administrator Gay Inskeep to identify fundamental issues of concern and to confirm the proposed planning process. This meeting was followed by research and data gathering, distribution of questionnaires and meeting with key staff and building users. Similarly, the Architect and Engineering Consultants researched documents, surveyed the site and buildings and interviewed users. The design team then established a summary of long and short term issues and concerns.

ORGANIZATION OF THE REPORT

In consideration of the current and foreseeable future economic climate in Pinellas County and the State of Florida, the design team has elected to present conclusions and recommendations organized by the scope of work rather than by calendar dates. We feel we can legitimately take this approach due to a number of factors:

- ☐ The continuing reduction of building occupancy in the form of staff reductions due to decreasing tax and other revenues.
- ☐ The generally positive reports on the condition of building systems and physical plant.
- ☐ The few number of "critical needs" expressed by stakeholders.
- ☐ The "economic reality" that improvements will most likely be implemented in smaller increments.

Conclusions and recommendations are therefore listed in three categories: (A) Renovations and Modifications, (B) Small Additions and Alterations and (C) Major Building Expansion. A more in depth description of each recommendation is included under TAB 2 CONCLUSIONS and RECOMMENDATIONS following. Upon assignment by the County Commission each task or recommendation would begin by developing a detailed program of the changes and modifications proposed. As a part of the conclusion of the Programming Phases, the professional would be able to convert the proposed allowance to a more detailed project budget. The professional would then be in a position to proceed with design and contract documents.

- A. **RENOVATIONS AND MODIFICATIONS** are improvements that can be made with minimal impact on surrounding, on-going activities within the buildings. These improvements also tend to be singular issues which would require less than six months of planning, programming and permitting prior to implementation. A more complete description of each recommendation is included within the reports following.

RECOMMENDATION

**ESTIMATED
ALLOWANCE**
(Construction Cost & Fees)
\$5,000,000

- A-1 Up-grade of the Building Security System
Interior and exterior recording cameras, motion detection, door and access controls. Duress and communications

- A-2 Water Intrusion in the Public Defender's Building
Assessment by CJC Facilities Pending

To Be Determined

- A-3 Remodeling Projects
Smaller remodeling projects with limited disruption to adjacent occupancies

A-3.1	State Attorney Office Remodeling	\$375,000
A-3.2	Public Defender Video Deposition Rooms	
A3.3	Clerk's Evidence Room	
A3.4	Clerk Public Counter Upgrade	\$ 50,000
A3.5	Court Technology	
A3.6	Building Signage	\$300,000
A3.7	Public Waiting	\$ 50,000
A3.8	State Attorney Elevator Upgrade	\$225,000

- B. **ADDITIONS and ALTERATIONS** are improvements which can be constructed with limited, localized disruption of adjacent spaces. These projects would require six months to a year of planning, documentation and permitting before construction could begin. The Architect would have to determine on a project-by-project basis how extensive an upgrading would be required to meet current codes.

RECOMMENDATION

**ESTIMATED
ALLOWANCE**
(Construction Cost & Fees)
\$15 to \$20,000,000
To Be Determined
\$ 1,080,000

- B-1 Structured Parking to accommodate 1,000 to 1,500 vehicles
B-2 Extended Entry Canopy and Links to Parking Garage
B-3 West Restroom Core

C. **MAJOR BUILDING EXPANSION**

Project would require eighteen to thirty months of programming, planning and permitting. Numerous agencies, including environmental, building, health and others would be involved. Concurrent with any major addition would be required upgrading of building utilities, equipment and systems. Project would include new construction, remodeling and site improvements.

RECOMMENDATION

**ESTIMATED
ALLOWANCE**
(Construction Cost & Fees)

- C-1 Based upon this Master Plan Analysis, Pinellas County should be projecting an expansion project for the Criminal Justice Courts which would begin construction in 2027. The scope of the project would include approximately 180,000 square feet of new construction and 100,000 square feet of remodeling. In order to be operational in 2030, the design team should be under contract before 2025. The analysis and programming of the needs for each department or agency will take 8 to 12 months, followed by 12 to 18 months for design, bidding and permitting. Construction will require 30 to 36 months, depending upon the complexities of phasing.

\$70,354,100

The project would include:

- o A minimum of 4 to 5 new Courtrooms.
- o Commensurate Judicial Chambers and support spaces.
- o New Conference, Training and Classroom spaces.
- o An expanded Screening Lobby.
- o Expanded Public Defender and State Attorney facilities.
- o Relocation of Court Technology to a less vulnerable location.
- o Extension of the Secure Inmate Transport system.
- o Expansion of Facilities and Facilities Management facilities.

This program outline is based upon the interviews and questionnaires conducted by the design team and assumes that the aforementioned tasks, such as Structural Parking and Security Upgrades, will have already occurred.



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

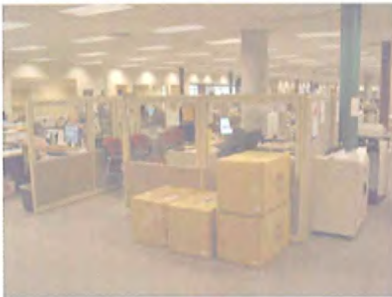
for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 2

CONCLUSIONS and RECOMMENDATIONS

I. Renovations and Modifications	1
II. Additions and Alterations	2
III. Major Building Expansion	3
IV. Conceptual 2030 CJC Campus Plan	5
V. Conceptual Long Range CJC Campus Plan	6



Prepared by



Rañon & Partners, Inc.
Architects

AA C000531

and

Kimme Associates, Criminal Justice Planning

with

Ossi Consulting Engineers, Inc. - Mechanical Engineers
Rolley Engineering, Inc. - Electrical Engineers
George F. Young - Consulting Civil and Environmental Engineers

CONCLUSIONS and RECOMMENDATIONS

In consideration of the current and foreseeable future economic climate in Pinellas County and the State of Florida, the design team has elected to present conclusions and recommendations organized by the scope of work rather than by calendar dates. We feel we can legitimately take this approach due to a number of factors:

- ☐ The continuing reduction of building occupancy in the form of staff reductions due to decreasing tax and other revenues.
- ☐ The generally positive reports on the condition of building systems and physical plant.
- ☐ The few number of "critical needs" expressed by stakeholders.
- ☐ The "economic reality" that improvements will most likely be implemented in smaller increments.

Conclusions and recommendations are therefore listed in three categories: Renovations and Modifications, Small Additions and Alterations and Major Building Expansion.

All of the Allowances are in 2010 dollars. The Architect and design team do not feel comfortable determining an escalation factor at this time.

A. RENOVATIONS and MODIFICATIONS are improvements that can be made with minimal impact on surrounding, on-going activities. These improvements also tend to be singular issues which would require less than six months of planning, programming and permitting prior to implementation.

- A-1 Up-grade of the Building Security System has been a facility goal since 2005. A proposal for this work with an estimate of \$2,780,000 was submitted to Public Works in 2006. With 213 cameras currently in place, only 3 cameras are capable of recording. The buildings have no motion detection capabilities and the entire security system is operating on a computer utilizing Windows 3.1 with no back-up system in place.

In addition to the 2006 submission to Public Works, there is a need for a additional cameras covering the Screening Lobby where claims of lost personal items are frequent. The camera coverage should also be extended to the exterior to public and staff parking areas.

Stanley Security Solutions projected costs in 2006 of \$2,780,000. (see Appendix) This cost did not include wiring for 114 new cameras, nor does the 2006 number include a Motion Detection System, for exterior parking area cameras nor design fees. The design team recommends an allowance of \$5,000,000 in 2010 dollars to reflect both escalation and the expanded scope of work.

- A-2 Water Intrusion in the Public Defender's Building. CJC Facilities is currently undertaking the research and assessment to determine the source and extent of the problem. This task will conclude with a recommended course of action which should be implemented as soon as possible. An estimate of construction cost would be appropriate following conclusion of the assessment.

A-3 Remodeling Projects. As summarized in the Kimme Associates report, there are a number of smaller renovation projects which could be undertaken immediately at minimal disruption to building systems and adjacent occupied areas.

A-3.1 State Attorney Office Remodeling. As described on page 50 of the Kimme Associates Report, the State Attorney would improve office efficiency through minor renovations of about 3,200 sq. ft. of office space. A budget allowance of \$375,000 reflects costs of \$100 per square foot plus fees and contingencies.

A-3.2 Public Defender Video Deposition Rooms. Though additional deposition rooms are needed, upgrading the current rooms with video capabilities would be helpful.

A-3.3 Clerk's Evidence Room remodeling project was postponed and should be undertaken as soon as possible.

A-3.4 Clerk Public Counter Upgrade. Currently unused workstations should be converted to provide personal items storage. The counter configuration needs to be modified to enhance the security of the staff. A budget allowance of \$50,000 is based upon \$100 per linear foot of counter plus a new storage unit and professional fees.

A-3.5 Court Technology has stated that the current Video System is operating at full capacity, preventing the department from meeting requests for additional coverage. Court Technology is also concerned that current systems are vulnerable to storm surge events.

A-3.6 Building Signage. Staff expressed a need to improve building signage to assist public wayfinding. A wayfinding assessment of need versus current conditions would have to be done to effectively address this perceived issue. Costs of a wayfinding analysis and new signage can vary greatly, but the design team recommends an allowance of \$300,000 as reasonable.

A-3.7 Public Waiting. Staff expressed a need for more waiting areas outside of the courtrooms for public use. The recommendation is to look for new seating opportunities within the corridor spaces. The design team recommends a budget allowance of \$50,000 for new corridor seating for 23 courtrooms.

A-3.8 State Attorney Elevator Upgrade. The State Attorney elevators are slow and unreliable. The elevators should be assessed for remodeling or replacement. An allowance of \$100,000 per elevator plus professional fees should be reasonable for this task.

B. ADDITIONS and ALTERATIONS are improvements which can be constructed with limited, localized disruption of adjacent spaces. These projects would require six months to a year of planning, documentation and permitting before construction could begin. The Architect would have to determine on a project-by-project basis how extensive an upgrading would be needed to meet current codes.

B-1 Structured Parking. A lack of adequate parking, particularly in proximity to the building was a universal observation and comment. The recommendation is to build a structure south of the CJC which would expand the parking capacity by a minimum of one-third. The structure must have suitable lighting and safety features to support late evening activities. Covered, weather-protected links to the Courts Building should be considered.

A 1,000 space four-level garage would require 325,000 to 350,000 square feet, representing a construction cost of \$12-1/2 to \$15 million, including professional fees. The net gain would be approximately 600 spaces. The design team recommends an allowance of \$25,000,000 for the parking garage project and linking structure to the CJC building.

As an alternate option, a larger six story parking structure would be compatible with the four story courts building. A six story garage would provide 1,500 spaces (a net gain of 1,000 to 1,100 spaces) at \$20 to \$22 million construction dollars, \$24 to 27 million total project dollars.

- B-2 Entry Canopy. Consideration should be given to some limited weather protection for persons lining up waiting to proceed through the screening process and on into the lobby. This canopy may be the "linking structure" noted within the Structured Parking project above or the canopy could be a stand-alone project.
- B-3 West Restroom Core. A number of comments related to the lack of restroom facilities in the western portion of the Courts Building. The design team recommends consideration of a new four-story core located at the west end of the CJC building corridor / lobby space. Though certainly not a simple construction challenge, we believe this core could be built with minimal disruption of adjacent activities.

A reasonable construction cost allowance for a four story "restroom core" of 900 square feet per floor would be \$900,000 or \$250 per square foot. The design team recommends a project allowance of \$1,080,000 including professional fees and contingencies.

C. MAJOR BUILDING EXPANSION

A major building addition and alterations project would require eighteen to thirty months of programming, planning and permitting. Numerous agencies, including environmental, building, health and others would be involved. Concurrent with any major addition would be required upgrading of building utilities, equipment and systems.

- C-1 Based upon the Kimme & Associates findings, Pinellas County should be planning on a 180,000 sq. ft. expansion of the Criminal Justice Center to open by 2030. The analysis and programming of the needs for each department or agency will take 8 to 12 months, followed by 12 to 18 months for design, bidding and permitting. Construction will require 30 to 36 months, depending upon the complexities of phasing. Therefore financial planning and the design professionals should be in place by 2025.

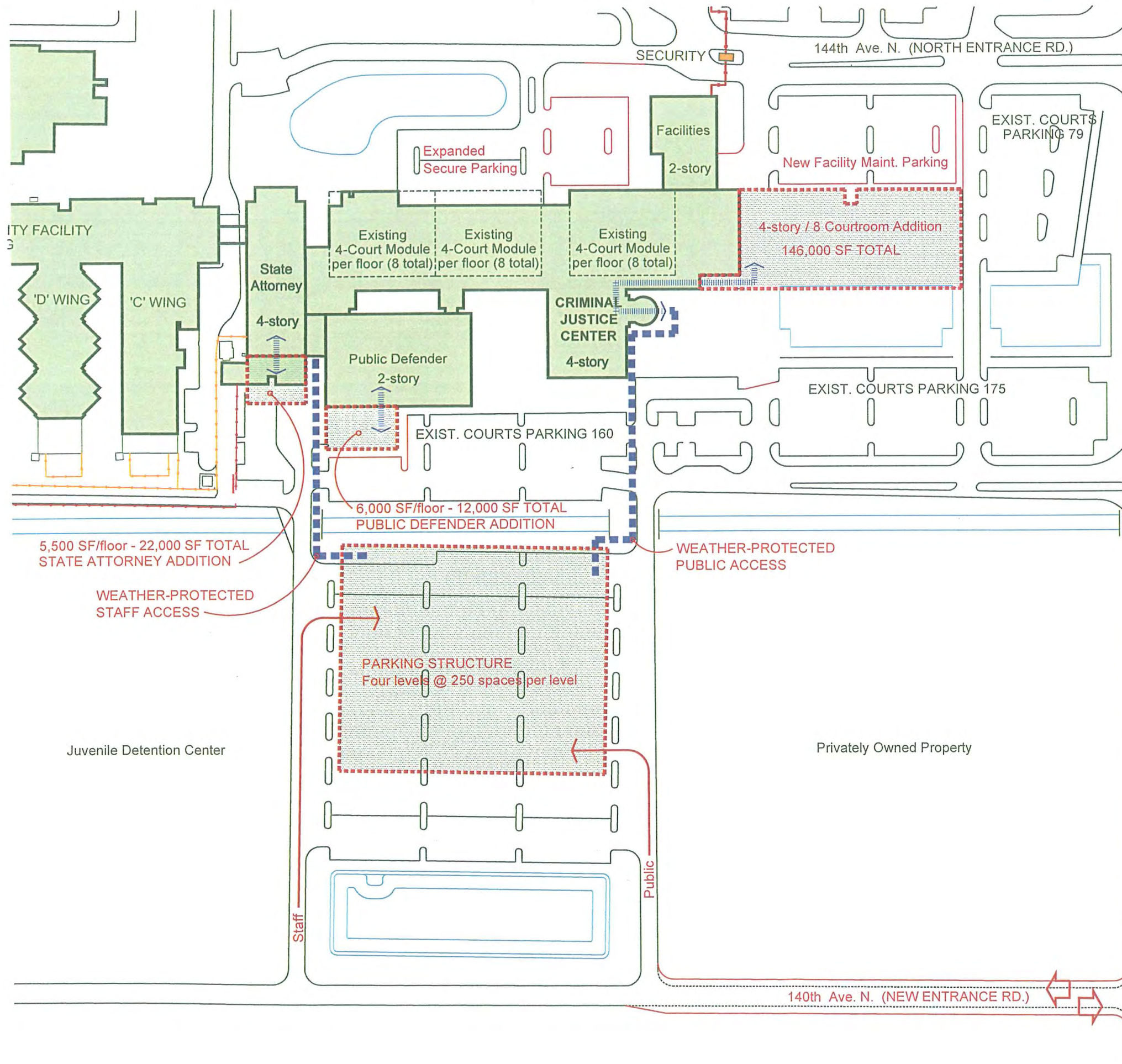
In addition to providing needed expansion space for nearly every agency or department now located in the CJC, the expansion will include:

- o A minimum of 4 to 5 new Courtrooms.
- o Commensurate Judicial Chambers and support spaces.
- o New Conference, Training and Classroom spaces.
- o An expanded Screening Lobby.
- o Expanded Public Defender and State Attorney facilities.
- o Relocation of Court Technology to a less vulnerable location.
- o Extension of the Secure Inmate Transport system.
- o Expansion of Facilities Management support and spaces.

The concept of these planning professionals, supported by a similar concept developed independently by the original project architects, is to expand the courts building east. This would require either bridging or relocating the food service and dining spaces. The primary public entrance would be re-located to 140th Avenue North. Facilities parking and access would be re-located to the north side of the eastern building expansion, allowing secure judicial parking to expand into the current facilities lot.

A survey of construction managers and architects currently involved in courthouse construction concluded that \$250 per square foot is a valid budget number for a modest but sustainable court room project. (See Appendix) Two significant variables for the project would be the amount of remodeling within the current buildings and the site improvement costs, though significant portions of both of those tasks are covered in earlier project costs above (see B-2 Structured Parking and A-1 Security System Upgrade, for example). The design team recommends the following allowance for a proposed Major Courtroom Building expansion prior to 2030:

	<u>UNIT COST</u>	<u>TOTALS</u>
o New Construction		
□ State Attorney	21,800 sf @ \$200 psf	\$ 4,360,000
□ Public Defender	12,100 sf @ \$200 psf	\$ 2,420,000
□ Courtroom Building	146,100 sf @ \$250 psf	\$36,525,000
o Remodeling		
□ 20% x 512,415 sf =	102,483 sf @ 150 psf	\$15,372,500
o Sitework Allowance		\$ 2,500,000
o Fees and Development Costs Allowance (15%)		<u>\$ 9,176,600</u>
		\$70,354,100



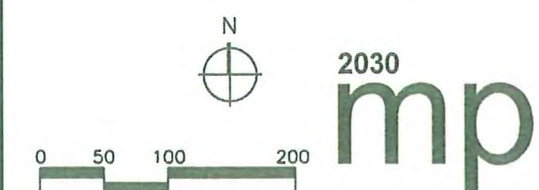
Pinellas County Project No. 1460

Pinellas County Criminal Justice Center Master Plan 2009

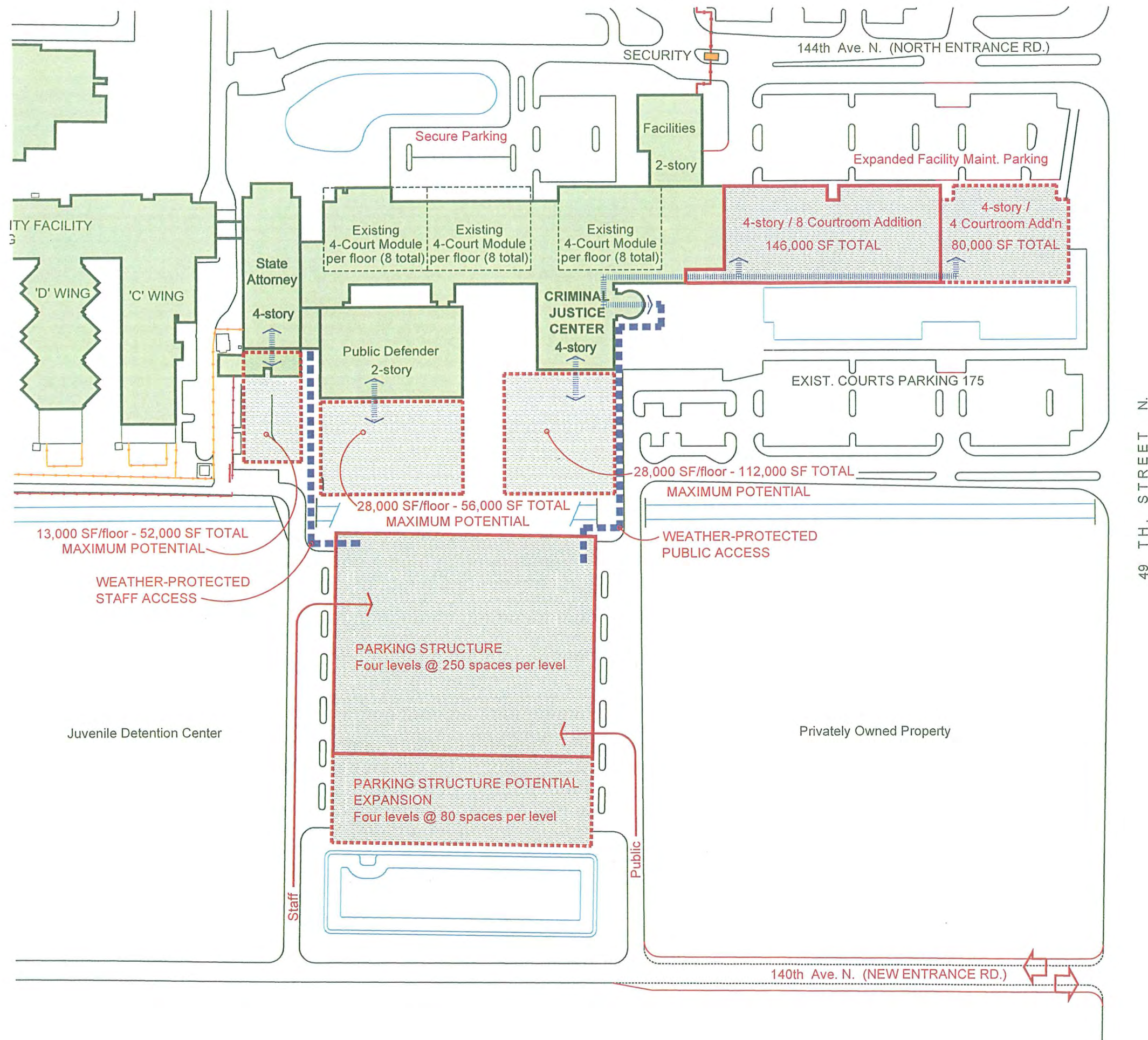
Conceptual 2030 Campus:

- Phasing to be determined by BOCC.
- Note that construction of the Parking Structure and weather-protected access connections will substantially complicate access and construction staging for Public Defender and State Attorney building additions.
- 140th Avenue North access drive should be improved prior to construction of the Courtroom Addition.
- Planned modifications to the Jail Campus may accommodate relocating the Perimeter Security point west of the Courts Secure Parking.
- See SITE IMPROVEMENTS REPORT for site issues and opportunities.
- The County should explore opportunities to purchase the privately-owned south-east corner property.
- The PARKING STRUCTURE has been shown at four (4) levels, 1000 spaces for discussion purposes. A six (6) level garage would also be acceptable.

Rañon & Partners, Inc. Architects



October 31, 2009



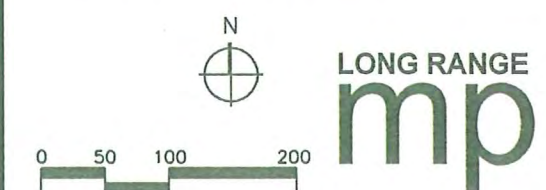
Pinellas County Project No. 1460

Pinellas County Criminal Justice Center Master Plan 2009

Conceptual Long Range Plan:

- Further construction between the PARKING STRUCTURE and the CRIMINAL JUSTICE CENTER would probably be accessed west of the garage temporarily displacing the west staff entry.
- A further Courtroom expansion of the CJC would be staged and accessed from the north.

Rañon & Partners, Inc. Architects



October 31, 2009



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

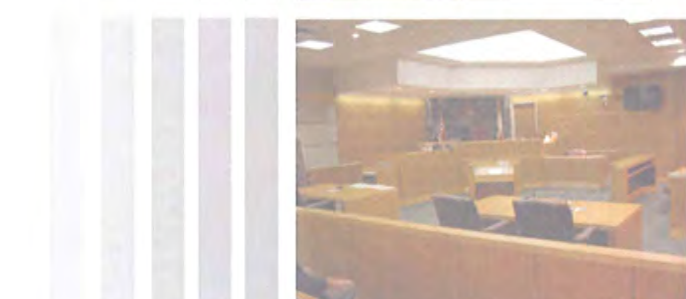
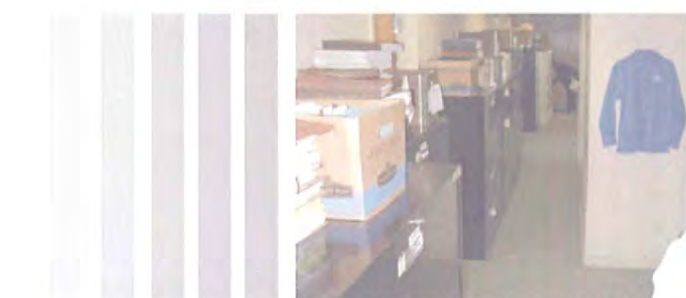
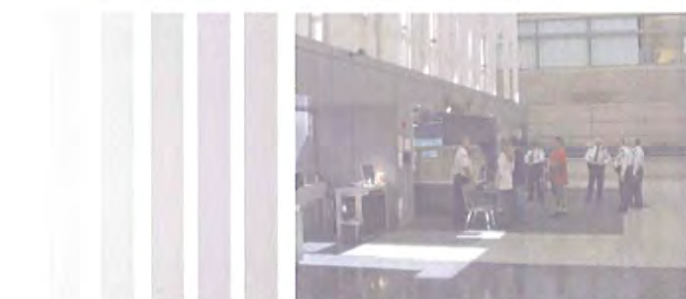
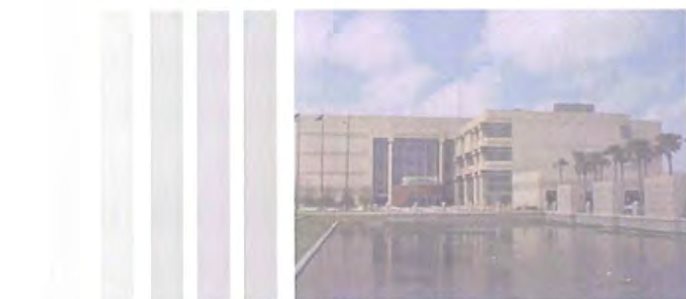
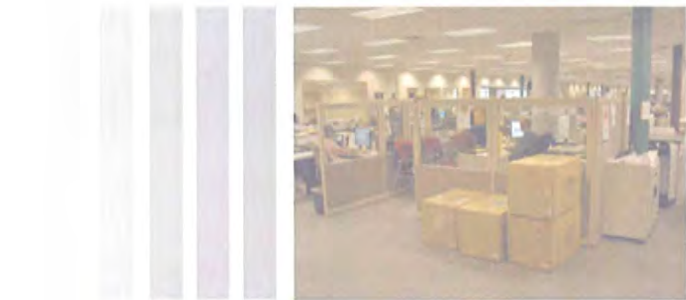
for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 3

MASTER PLANNING DESIGN CRITERIA

I. Site Planning Issues	1
II. General Building Conditions	1
III. Energy Efficiency	2
IV. Security	3
V. Operations and Space Use Conditions	3
VI. Existing CJC Building Zoning Graphic	4
VII. Space Summary Chart: Gross Square Feet	5
VIII. Existing Space Use Floor Plans	6
IX. Existing Building Summary Data	9
X. Appendix	13



Prepared by



AA C000531

and

Kimme Associates, Criminal Justice Planning

with

Ossi Consulting Engineers, Inc. - Mechanical Engineers
Rolley Engineering, Inc. - Electrical Engineers
George F. Young - Consulting Civil and Environmental Engineers

MASTER PLANNING DESIGN CRITERIA

The 512,415 sq. ft. four-story Criminal Justice Center actually consists of three buildings situated on a seventy-acre site shared with the Pinellas County Jail. The Public Defender and the State Attorney buildings were both built in the 1970's, while the Court Building was permitted in 1993. Programming and planning of the center was completed earlier in 1989.

SITE PLANNING ISSUES

One of the most frequent interview comments was the lack of adequate parking, particularly in close proximity to the CJC. Overflow parking has been provided in the northeastern portion of the site, but lengthy circulation paths and long walking distances makes this location a last resort.

In conjunction with the lack of adequate numbers of spaces and long walking distances, there is also an often expressed concern for a lack of security within the court parking areas. Even though court and other activities are frequently scheduled after dark, lighting is minimal and there are few, if any monitored security cameras.

There also appears to be two areas of concern for users of the restricted, security parking areas. One is again simply an inadequate number of spaces. The second is a displeasure at sharing access to the judges' parking with detention facility traffic. On the part of CJC Facilities, the amount of vehicle parking is inadequate and, as the movement towards recycling increases, space for specialized containers will have to be found, this space will very likely be at the expense of even more parking spaces.

The planning consultants observed that the current entry sequence to the CJC is not altogether positive. The Access via 144th Avenue North is easily negotiated and frequently used; however this path is shared by users of the detention facility and leads past the mechanical yard and service entrances. Access at 140th Avenue North is aesthetically superior but the lack of signalized turning limits use of this location.

GENERAL BUILDING CONDITIONS

Based upon observation and stakeholder commentary, the general condition of the buildings, appears to be quite good. The State Attorney and Public Defender office spaces, being the older portion of the complex, have the most issues. The Public Defender, for example, noted ongoing moisture intrusion, which may lead to the presence of mold. CJC Facilities is responding to that specific concern with an assessment, evaluation and recommendations to correct the problem. The State Attorney noted that their building elevators are unreliable and a frequent problem.

As documented in the Mechanical Engineering Report by Ossi Consulting Engineers TAB 5, the general condition of the HVAC systems and equipment relative to their age is good. This is primarily a result of good maintenance practices. The emphasis of the Mechanical Engineering Report is to recommend one or more optional actions which should be implemented in the future when the Courts Building is remodeled and expanded. The report also emphasizes that the Public Defender and State Attorney Buildings are more than ten years older than the Court Building, thus the HVAC equipment is also older and sooner in need of replacement.

The Electrical Engineering Report by Rolley Engineering (TAB 6) had similar praise for the facility maintenance program. However, the engineer noted that there have been numerous building code and energy efficiency regulatory changes since this complex was permitted in 1993. Many systems and conditions are not compliant with the current regulations and will have to be upgraded when any significant remodeling or expansion is undertaken.

The Engineering Report also notes certain more critical issues which need to be addressed sooner rather than later. Specifically, the Security System is a significant deficiency, both in scope and effectiveness as well as configuration and reliability. The State Attorney and Public Defender buildings do not have lightning protection at the roof level. The electrical systems are not provided with transient surge protection. A lack of battery back-up systems for emergency lighting is a Life Safety concern. Finally, the emergency generators, transformers and panels need to be analyzed relative to anticipated storm surge water levels.

It is worth repeating, however, that the 1993 Courthouse Buildings have been well maintained and are in good condition. The building systems, including plumbing, HVAC, electrical and vertical transportation are all in good working order. Interior finishes were well chosen for durability as well as aesthetic qualities and continue to present a neat, clean and dignified image for the County. The pre-cast exterior has similarly weathered well.

ENERGY EFFICIENCY

Our dependence on foreign oil and the resultant ever increasing fuel costs and electric rates must be a paramount concern. The prudent incorporation of the practical "USGBC LEED" principles should be instituted.

The existing lighting systems within the Criminal Justice Center are presently being upgraded. The majority of the 2 x 4 parabolic louvered, fluorescent troffers have been recently retrofitted. The center lamp has been removed, the remaining (2) lamps have been replaced by "T8" type and the ballasts have been replaced by high frequency electronic units. The incandescent exit lights have been replaced by efficient "LED" types and the incandescent lamps within the downlights have been replaced by screw base, compact fluorescent lamps. The County has now begun a maintenance program to replace the light switches with occupancy sensor controls.

The existing step down transformers are rated at 150 degrees C temperature rise. The transformers are reaching their 20-year published life. When replaced, much more efficient, low energy, 80 degree C rise transformers, low impedance units should be utilized. Significant energy savings can be attained using these "low load loss" transformers.

Future renovations or additions should institute the following energy saving measures:

- Fluorescent lamp and ballast combinations utilized shall have a minimum efficacy of 99 lumens/watt. Downlights should be equipped with low energy, high lumen output "LED" type lamps. Lamp life, lighting intensities and automatic lighting control of noncritical spaces should be chosen to maximize the energy efficiency.
- New designs utilizing light shelves, windows, skylights, etc. should incorporate natural daylighting to partially / fully illuminate the visitor and staff areas during daylight hours. "Daylight Harvesting" systems consisting of dimmable fluorescent fixtures, photo-sensors and controllers should be provided to attain maximum energy savings and the benefits of a naturally illuminated environment.
- Clean energy source technologies, although not yet proven cost effective, may prove to be beneficial in the future. Federal and State stimulus funding may be available to offset the high first cost of solar generation. Photovoltaic systems, utilizing "off grid" or "back to grid" technologies, are becoming available to supplement electric usage and should be investigated. The use of solar powered exterior "LED" luminaries may also prove to be cost effective.

Mechanical systems energy efficiencies will most probably be realized when the courts building expansion occurs. If the CJC is not connected to the proposed Jail Central Plant, the engineer recommends consideration of variable primary flow system with fewer pumps, providing a lower first cost and maximum energy savings. It is also recommended that energy recovery units be installed to reduce the sensible and latent load of outside air to be supplied to all air handling units. This will

reduce the required refrigeration capacity and the size of the central chillers.

In consideration of water sustainability, the engineer recommends low consumption flush valves and infrared flush valve and faucet controls. As the gas boiler ages, smaller localized electric tank type water heaters, including a pumped recirculation system should be evaluated.

SECURITY

Stakeholders expressed a strong preference to upgrade the technological aspects of both court and facility security. As Kimme Associates noted the relationships between courtrooms, holding cells and inmate traffic corridors demands an excessive number of deputies, a number which increased camera coverage could reduce.

Within the general facility, the security system is deficient at best. Specifically, more security cameras backed up by DVD recording equipment are needed. Cameras recording the entry screening process in detail are needed. The current video, audio and door control systems are operating on Windows 3.1 software. No back-up systems are available. An upgrade of the facility security system has been formally requested since 2006.

OPERATIONS and SPACE CONDITIONS

The overall layout, zoning and conceptual planning of the Criminal Justice Complex appears to be functioning well. The separation of the State Attorney and the Public Defender into their two individual buildings is positive both functionally and as a public image. The zoning of the Courthouse Building into clerk and administrative activities on floors one and two and courtroom functions on floors three and four provides a natural and comfortable non-obtrusive separation between highly public and less accessible spaces.

Probably the strongest planning concept of the Courthouse is the separation of judicial, public and inmate circulation. The comments from staff and stakeholders concerning the dedicated circulation systems was generally positive. Particularly with consideration of the inmate circulation connection to the jail, this concept of the separated circulation systems should be maintained in any plans for additions or alterations.

Not unexpectedly, some operational issues came up for discussion. Numerous stakeholders commented on a lack of convenient restroom facilities. A general need was expressed for both staff and public group restrooms in the western portions of the complex. Further, a number of specific groups also felt more accessible restrooms were needed within their work areas. The detention staff noted a lack of environmental closets close to holding cells. Finally, there was a global request for more conference and classroom spaces throughout the facility.

The Kimme Associates report following (TAB 3) addresses specific space needs within each functional area and courtrooms. As an overall summary, The design team observed a current deficiency of approximately 43,000 sq. ft. or about 8.3%. This current assessment includes the need for one large 12 person jury courtroom and one additional drug court. When space needs are projected through the year 2030, the space needs grow to 137,500 sq. ft. total, representing a growth from 2009 of 25%. The 2030 number includes three more large 12 person jury courtrooms (4 total), two more drug court rooms (3 total) and two family courts with waiting.

SPACE SUMMARY

6/15/09

COMPONENT GROSS SQUARE FEET

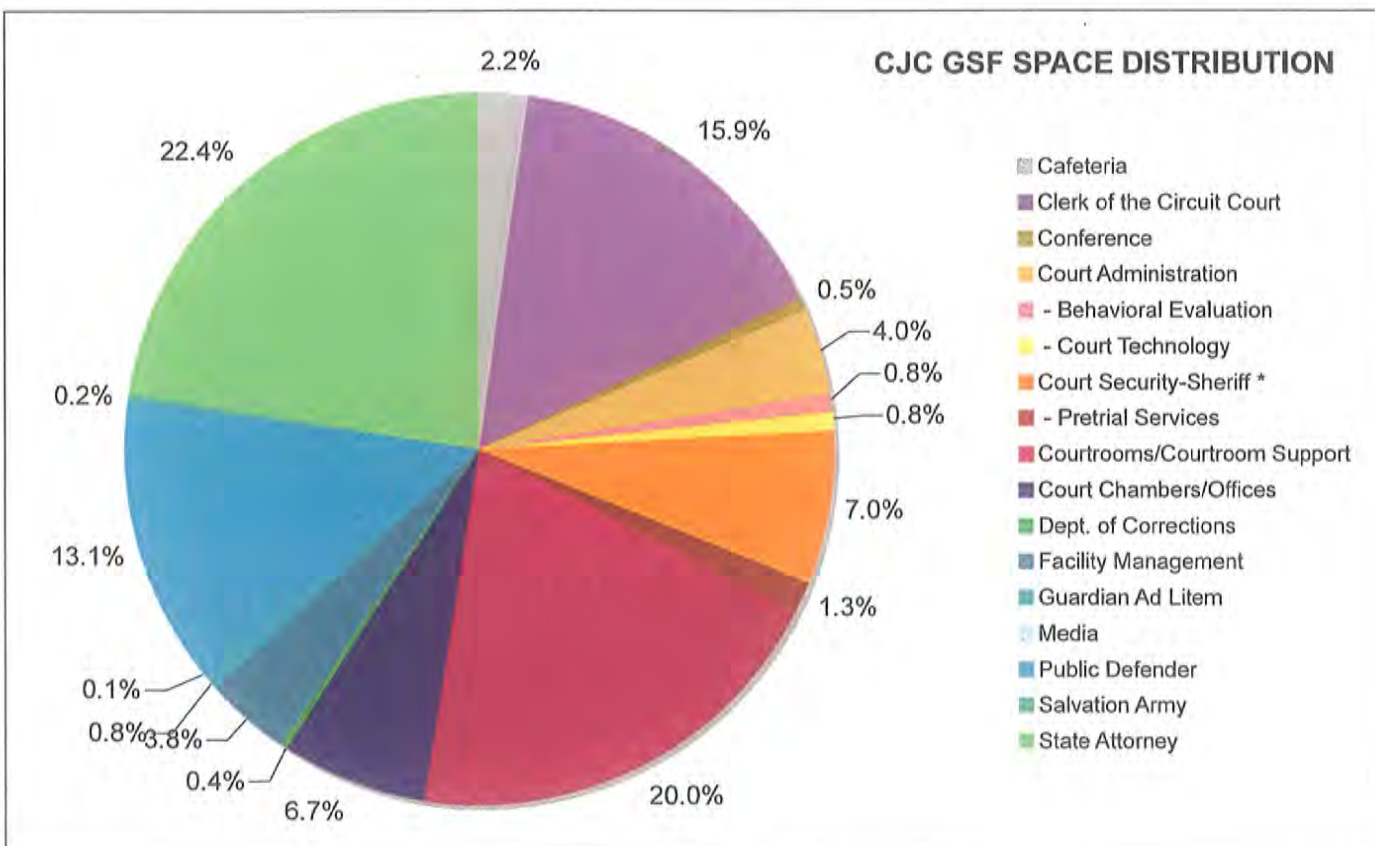
CRIMINAL JUSTICE CENTER - PINELLAS CO. FL

Taken from 9/07 drawings prepared by American Building Calculations, and modified by K&A

Component:	1st Floor	2nd Floor	3rd Floor	4th Floor	Totals	Percent of Total
Cafeteria	8,724				8,724	2.2%
Clerk of the Circuit Court	7,822	53,503	1,933		63,258	15.9%
Conference	2,113				2,113	0.5%
Court Administration	5,949	5,438		4,420	15,807	4.0%
- Behavioral Evaluation			3,307		3,307	0.8%
- Court Technology	137	242	2,628		3,007	0.8%
Court Security-Sheriff *	17,223	1,398	4,666	4,627	27,914	7.0%
- Pretrial Services	5,092				5,092	1.3%
Courtrooms/Courtroom Support	1,773		39,825	38,182	79,780	20.0%
Court Chambers/Offices			13,317	13,350	26,667	6.7%
Dept. of Corrections	1,519				1,519	0.4%
Facility Management	10,537	4,511			15,048	3.8%
Guardian Ad Litem				3,362	3,362	0.8%
Media	470				470	0.1%
Public Defender	23,783	28,443			52,226	13.1%
Salvation Army	917				917	0.2%
State Attorney	31,257	16,533	19,704	21,811	89,305	22.4%
TOTALS	117,316	110,068	85,380	85,752	398,516	100.0%

BUILDING GROSS SQUARE FEET	160,165	142,735	104,749	104,766	512,415
Gross to Component Gross Factor	1.37	1.30	1.23	1.22	1.29

* Includes holding centers on courtroom floors 3 & 4



COLOR KEY:

- | | |
|----------------------------|------------------------|
| CAFETERIA | COURT CHAMBERS/OFFICES |
| CLERK of the CIRCUIT COURT | DEPT. of CORRECTIONS |
| CONFERENCE | FACILITY MANAGEMENT |
| COURT ADMINISTRATION | GUARDIAN AD LITEM |
| - BEHAVIORAL EVALUATION | MEDIA |
| - COURT TECHNOLOGY | PUBLIC DEFENDER |
| COURT SECURITY/HOLDING | SALVATION ARMY |
| - PRETRIAL SERVICES | STATE ATTORNEY |
| COURTROOMS & SUPPORT | |

STATE ATTORNEY
26,361 sq ft

**State Attorney
Victim-witness**
4,896 sq ft

SECURITY
17,223 sq ft

FACILITY MANAGEMENT
9,373 sq ft

3 Chillers

Judge's
Parking

Facilities
Parking

1,164 sq ft

SECURITY

1,232 sq ft

Jury
Assembly

8,724 sq ft

COURT ADMINISTRATION

**SALVATION
ARMY**

Courtyard
Open to above Exterior

2 Chillers

DOC

Probation-Parole
1,519 sq ft

CONFERENCE
2,113 sq ft

PUBLIC DEFENDER
23,783 sq ft

MEDIA
470 sq ft

**FIRST FLOOR PLAN
CRIMINAL JUSTICE CENTER**

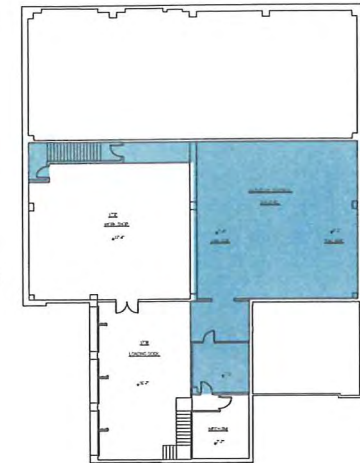
0' 20' 40' 80' 160' 240'

Floor Plan Drawings by American Building Calculations (9/07);
Space calculation modifications by Kimme & Associates (5/09)

COLOR KEY:

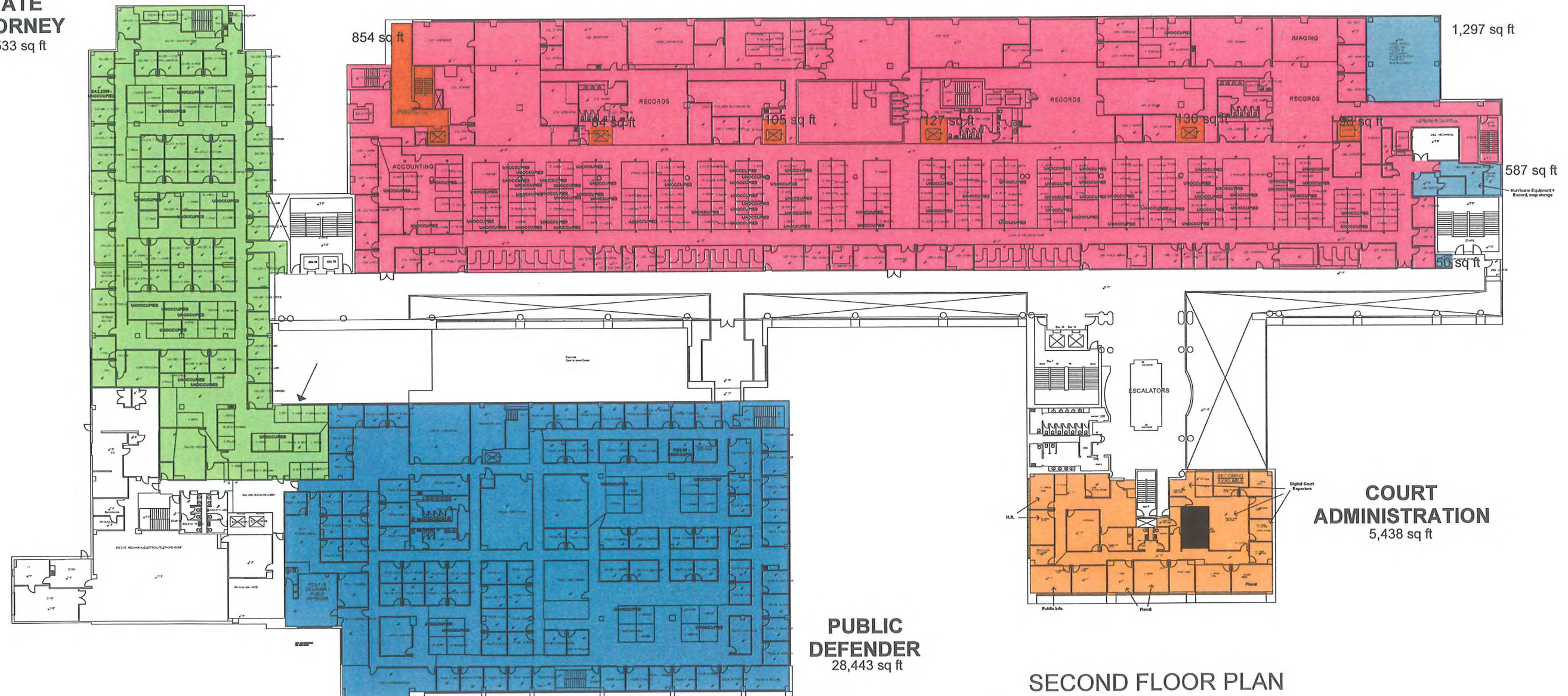
- | | |
|----------------------------|------------------------|
| CAFETERIA | COURT CHAMBERS/OFFICES |
| CLERK of the CIRCUIT COURT | DEPT. of CORRECTIONS |
| CONFERENCE | FACILITY MANAGEMENT |
| COURT ADMINISTRATION | GUARDIAN AD LITEM |
| - BEHAVIORAL EVALUATION | MEDIA |
| - COURT TECHNOLOGY | PUBLIC DEFENDER |
| COURT SECURITY/HOLDING | SALVATION ARMY |
| - PRETRIAL SERVICES | STATE ATTORNEY |
| COURTROOMS & SUPPORT | |

**FACILITY
MANAGEMENT**
2,577 sq ft



CLERK OF THE CIRCUIT COURT
53,503 sq ft

**STATE
ATTORNEY**
16,533 sq ft



**PUBLIC
DEFENDER**
28,443 sq ft




**COURT
ADMINISTRATION**
5,438 sq ft

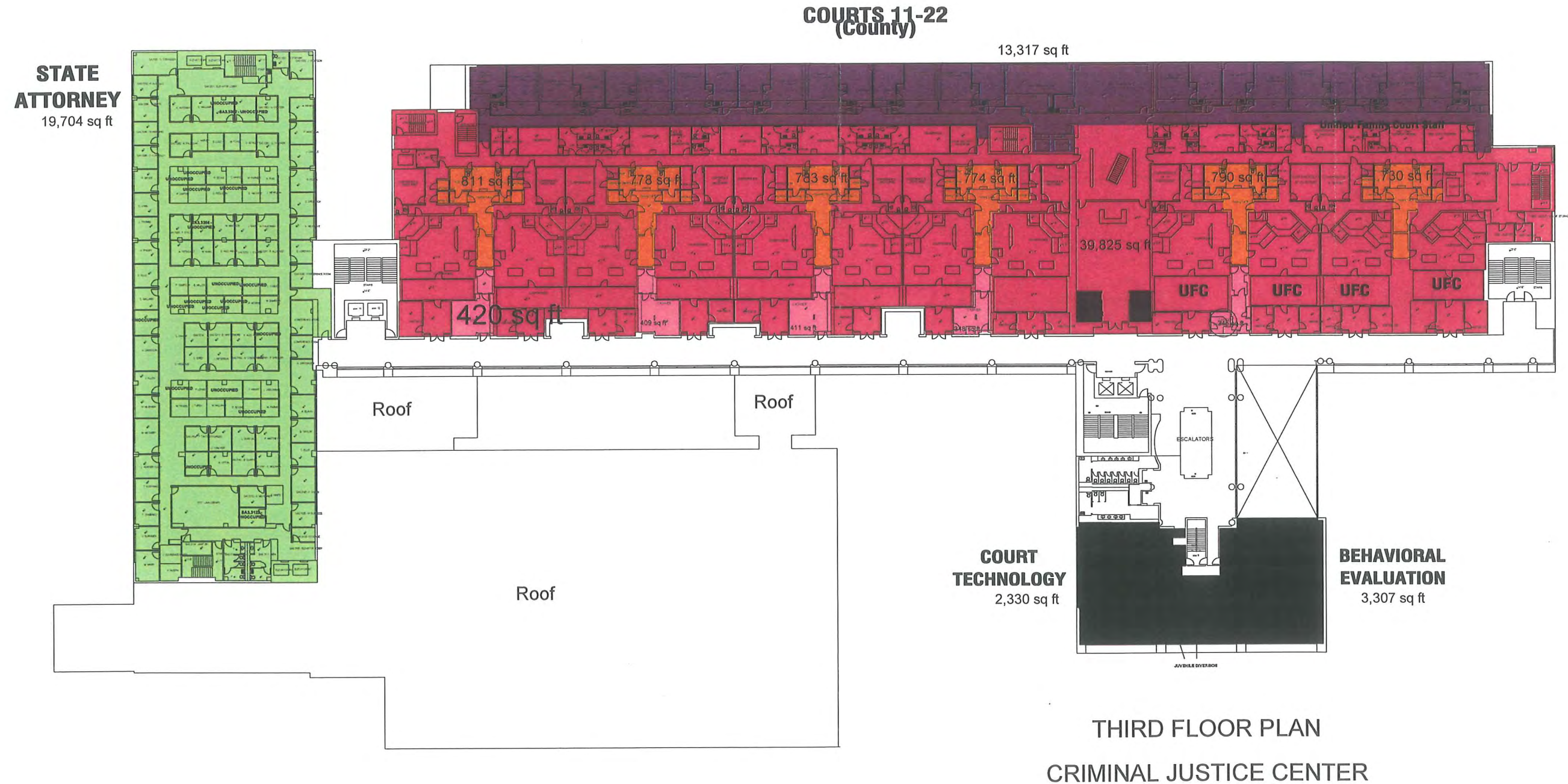
SECOND FLOOR PLAN
CRIMINAL JUSTICE CENTER



Floor Plan Drawings by American Building Calculations (9/07);
Space calculation modifications by Kimme & Associates (5/09)

COLOR KEY:

- | | |
|--|--|
|  CAFETERIA |  COURT CHAMBERS/OFFICES |
|  CLERK of the CIRCUIT COURT |  DEPT. of CORRECTIONS |
|  CONFERENCE |  FACILITY MANAGEMENT |
|  COURT ADMINISTRATION |  GUARDIAN AD LITEM |
|  - BEHAVIORAL EVALUATION |  MEDIA |
|  - COURT TECHNOLOGY |  PUBLIC DEFENDER |
|  COURT SECURITY/HOLDING |  SALVATION ARMY |
|  - PRETRIAL SERVICES |  STATE ATTORNEY |
|  COURTROOMS & SUPPORT | |



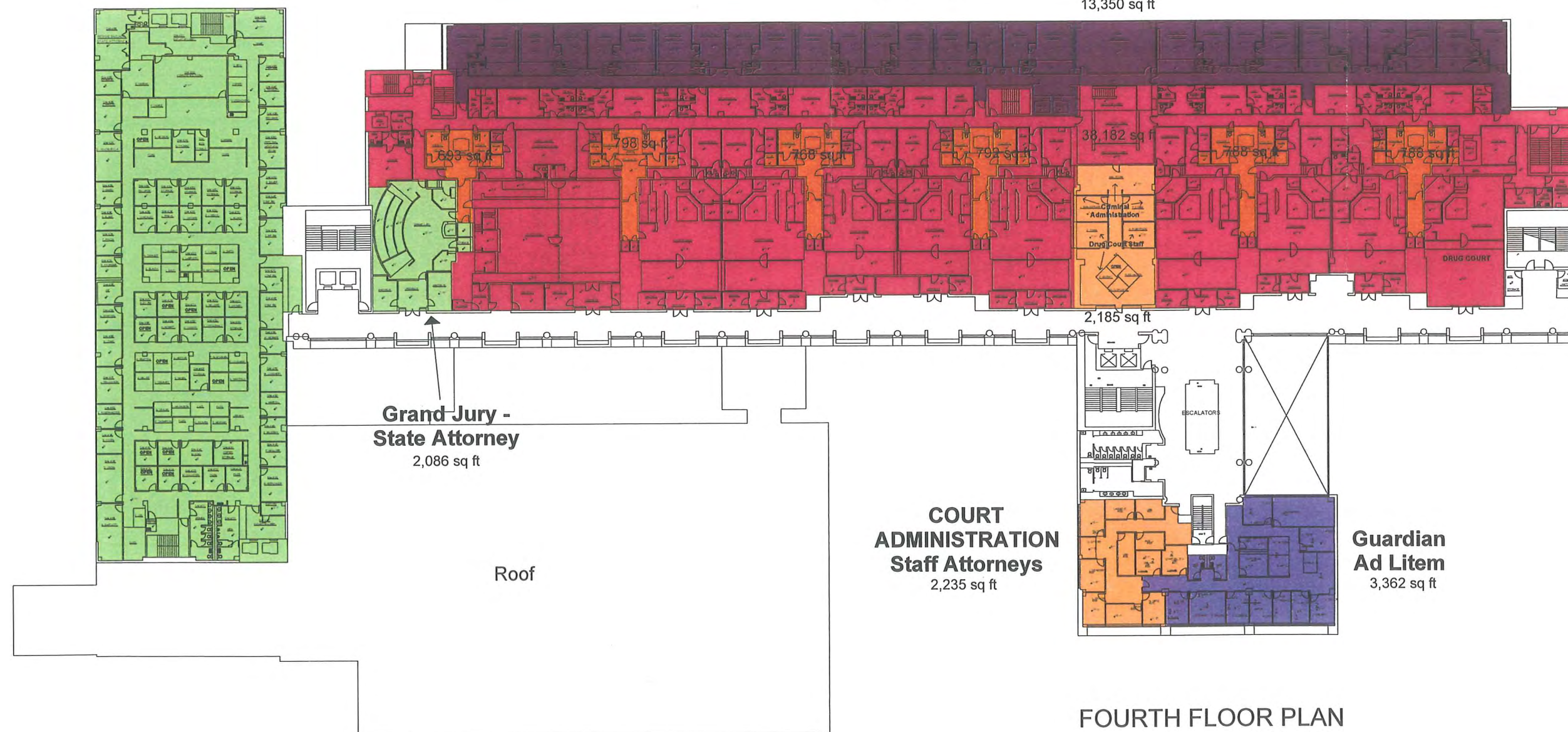
Floor Plan Drawings by American Building Calculations (9/07);
Space calculation modifications by Kimme & Associates (5/09)

COLOR KEY:

- | | |
|----------------------------|------------------------|
| CAFETERIA | COURT CHAMBERS/OFFICES |
| CLERK of the CIRCUIT COURT | DEPT. of CORRECTIONS |
| CONFERENCE | FACILITY MANAGEMENT |
| COURT ADMINISTRATION | GUARDIAN AD LITEM |
| - BEHAVIORAL EVALUATION | MEDIA |
| - COURT TECHNOLOGY | PUBLIC DEFENDER |
| COURT SECURITY/HOLDING | SALVATION ARMY |
| - PRETRIAL SERVICES | STATE ATTORNEY |
| COURTROOMS & SUPPORT | |

STATE ATTORNEY
19,725 sq ft

**COURTS 1-10
(Circuit)**
13,350 sq ft



**FOURTH FLOOR PLAN
CRIMINAL JUSTICE CENTER**



Floor Plan Drawings by American Building Calculations (9/07);
Space calculation modifications by Kimme & Associates (5/09)

EXISTING BUILDING SUMMARY DATA

Based upon PINELLAS COUNTY CRIMINAL COURTS FACILITY EXPANSION Project, Contract Documents dated 1993.

1. BUILDING CODE DATA

- 1.1 STANDARD BUILDING CODE 1991 w/PINELLAS COUNTY TECHNICAL AMENDMENTS
- 1.2 NFPA 101 LIFE SAFETY CODE 1991

2. OCCUPANCY CLASSIFICATION

2.1 SINGLE BUILDING ~ MIXED OCCUPANCY

- a) Principle Use – Business / Group B
- b) Accessory Use – Small Assembly / Group A-2
 - ☐ Library
 - ☐ Courtrooms
 - ☐ Jury Assembly
 - ☐ Cafeteria
 - ☐ Holding Cells

3. CONSTRUCTION TYPE

- 3.1 Type I as per Table 600 SBC.
- 3.2 Fully Sprinklered.
- 3.3 Columns and Transfer Beams – 3 HR.
- 3.4 Floor – 2 HR.
- 3.5 Roof – 1 HR.
- 3.6 Shafts / Separation – 2 HR.
- 3.7 Occupancy Separation (B to A2) – 1 HR Wall w/20 Min. Doors
- 3.8 Exit Access Corridors – 1 HR w/20 Min. Doors

4. MEANS of EGRESS

- 4.1 Minimum Corridor Width – 44".
- 4.2 Minimum Stair Width – 44" (48" Provided).

5. BUILDING DATA SUMMARY (1993 Permit Documents)

5.1	LEVEL ONE	157,476	Sq. ft.
5.2	LEVEL TWO	134,895	Sq. ft
5.3	LEVEL THREE	102,644	Sq. ft
5.4	LEVEL FOUR	<u>102,940</u>	Sq. ft
5.5	TOTAL	497,955	Sq. ft

EXISTING BUILDING SUMMARY DATA, CONT.

6. OCCUPANCY ANALYSIS

Building Occupancy calculated per SBC Table 1103.1.

6.1	<u>LEVEL ONE</u>	<u>AREA</u>	<u>OCCUPANCY</u>
<input type="checkbox"/>	<u>NEW BUILDING</u>		
	BUSINESS	71,029	710
	STORAGE / MECHANICAL	14,072	47
	LIBRARY (A-2)	4,435	67
	JURY (A-2)	6,427	235
	KITCHEN	4,045	40
	<u>DINING (A-2)</u>	<u>4,668</u>	<u>195</u>
<input type="checkbox"/>	SUB-TOTAL	104,676 sq. ft.	1,294 persons
<input type="checkbox"/>	<u>EXISTING BUILDING</u>		
	BUSINESS	47,000	470
	<u>STORAGE / MECHANICAL</u>	<u>5,800</u>	<u>20</u>
	SUB-TOTAL	52,800 sq. ft.	490 persons
<input type="checkbox"/>	BUILDING TOTALS	157,476 sq. ft.	1,784 persons
<input type="checkbox"/>	<u>EXIT CAPACITY FROM BUILDINGS</u>		
	NEW BUILDING		3,160
	<u>EXISTING BUILDING</u>		<u>1,530</u>
	TOTAL		4,690 persons
6.2	<u>LEVEL TWO</u>	<u>AREA</u>	<u>OCCUPANCY</u>
<input type="checkbox"/>	<u>NEW BUILDING</u>		
	BUSINESS	74,665	747
	<u>STORAGE / MECHANICAL</u>	<u>7,430</u>	<u>25</u>
<input type="checkbox"/>	SUB-TOTAL	82,095 sq. ft.	772 persons
<input type="checkbox"/>	<u>EXISTING BUILDING</u>		
	BUSINESS	46,000	460
	<u>STORAGE / MECHANICAL</u>	<u>6,800</u>	<u>23</u>
<input type="checkbox"/>	SUB-TOTAL	52,800 sq. ft.	483 persons
<input type="checkbox"/>	BUILDING TOTAL	134,895 sq. ft.	1,255 persons
<input type="checkbox"/>	<u>EXIT CAPACITY BY STAIR (Limited by Door Size)</u>		
	NEW BUILDING		1,980
	<u>EXISTING BUILDING</u>		<u>604</u>
	TOTAL		2,584 persons

EXISTING BUILDING SUMMARY DATA, CONT.

6.3 <u>LEVEL THREE</u>		<u>AREA</u>	<u>OCCUPANCY</u>
<input type="checkbox"/>	<u>NEW BUILDING</u>		
	BUSINESS	59,507	595
	COURTROOMS (ASSEMBLY)	19,800	960
	<u>HOLDING</u>	<u>3,700</u>	<u>114</u>
	TOTAL	83,007 sq. ft.	1,555 persons
			<u>OCCUPANCY</u>
<input type="checkbox"/>	<u>EXISTING BUILDING</u>		
	BUSINESS	19,837	198
<input type="checkbox"/>	BUILDING TOTAL	102,644 sq. ft.	1,753 persons
			<u>OCCUPANCY</u>
<input type="checkbox"/>	EXIT CAPACITY BY STAIR (Limited by Door Size)		
	NEW BUILDING		1,980
	<u>EXISTING BUILDING</u>		<u>604</u>
	TOTAL		2,584 persons
6.4 <u>LEVEL FOUR</u>		<u>AREA</u>	<u>OCCUPANCY</u>
<input type="checkbox"/>	<u>NEW BUILDING</u>		
	BUSINESS	58,903	589
	COURTROOMS (ASSEMBLY)	20,500	1,076
	<u>HOLDING</u>	<u>3,700</u>	<u>114</u>
	TOTAL	83,103 sq. ft.	1,665 persons
<input type="checkbox"/>	<u>EXISTING BUILDING</u>		
	BUSINESS	19,837 sq. ft.	198 persons
<input type="checkbox"/>	BUILDING TOTAL	102,940 sq. ft.	1,863 persons
<input type="checkbox"/>	EXIT CAPACITY BY STAIR (Capacity Limited by Door Size)		
	NEW BUILDING		1,980
	<u>EXISTING BUILDING</u>		<u>604</u>
	TOTAL		2,584 persons

7. SITE DATA

7.1	<u>PARCEL "A"</u> Pinellas Groves Subdivision (includes Jail Ingress Road)	19.71 Acres
7.2	<u>PARCEL "B"</u> Airport Industrial Park First Parcel Plot (Not including Juvenile Detention Center site)	9.93
7.3	TOTAL	29.64 Acres

EXISTING BUILDING SUMMARY DATA, CONT.

- 7.4 The **ZONING** on all of the site area north and south of the ditch is M-1 Light Manufacturing and Industry District. The **COUNTY LAND USE** designation is IL – Industrial Limited, Institutional and Preservation on the south piece adjacent to 140th Avenue (15 Acres including the Juvenile Detention Facility). The property north of the ditch has a **COUNTY LAND USE** designation of Institutional, Water and Preservation (70 total Acres, including the entire Jail and PSTA sites.)

8. FINISHED FLOOR ELEVATION: 14.63 feet above Sea Level.

- 8.1 Both new and remodeled buildings.

APPENDIX

Cost of Courthouse Construction

Security Cameras and Costs, report by Ken Kluth, Pinellas County.
Spreadsheet of cameras currently in place.
Proposed additional 114 camera locations.

Bruce Houghton

From: Luth, Ken [kluth@pcsonet.com]
Sent: Friday, August 21, 2009 1:31 PM
To: Bruce Houghton; dkimme@pdnt.com
Cc: Ingold, Tim; Borawski, Tom; Ingold, Tim; Fletcher, Mark; 'Pupke, Andrew W'; 'Manninen, Joseph E'
Subject: RE: Cameras and Costs
Attachments: CJC Camera Locations.xls; New CJC Camera Locations.xls

Gentlemen...

In February of 2006, Stanley Security Solutions visited the Criminal Justice Center and discussed plans for a security upgrade. The proposal included a Touch Screen Control Station, PLC System (Programmable Logic Controller), Door Control System, an Intercom System, Closed Circuit Television System, Digital Video Recorders, a Duress System, an Access Control System, a Lighting Control System, a Security Management System, an Audio Recording Module, Miscellaneous System Interfaces and all associated labor costs. The proposal also included replacing all of the current cameras and adding an additional 114 cameras. The proposal did not include the cost of wiring that would need to be put in place for the new cameras.

The estimate given was for the project \$2,780,000. This proposal was passed along to the Public Works Department, but the upgrade was never funded.

During a meeting with Dennis Kimme and Associates earlier this year, CJC upgrades and needs for the future were discussed. Based on those discussions, Stanley Security Solutions was contacted to give an updated proposal. On August 11th, I met with Dusty Hackleman (Stanley's Senior Sales Engineer) and he is currently working on providing me with the approximate cost involved to complete the upgrade. I will forward that estimate to all those involved upon receipt.

Additionally, I have attached 2 Excel Spreadsheets. One details the location of the 213 cameras currently in place and the other details the need and location for an additional 114 cameras.

As most of you are aware, there have been minimal security upgrades to CJC since it was first constructed. The current security system is proprietary which makes it difficult if not impossible to complete any upgrades without dealing directly with the original vendor which is a company called Simplex.

To put things in perspective, the computer system responsible for most of the video, audio, door controls, etc at the Criminal Justice Center is operating utilizing Windows 3.1. Should that computer fail, there is no back-up system in place. Additionally, there are currently only 3 cameras within the entire building with recording capabilities. These cameras were added Pinellas County Sheriff's Office Technicians and operate on an independent system not controlled by Simplex.

If you need any additional information, please feel free to contact me.

Sergeant Ken Luth
Pinellas County Sheriff's Office
Investigative Operations Bureau
Court Security Division
727-464-6164

8/24/2009

From: Bruce Houghton [mailto:b.houghton@ranon.com]
Sent: Friday, August 21, 2009 12:18 PM
To: dkimme@pdnt.com; Luth, Ken
Cc: Ingold, Tim; Borawski, Tom
Subject: RE: Cameras and Costs

Actually Ken, if you could forward the information to our Project Manager Tom Borawski, Pinellas County Real Estate, he will distribute the documents as appropriate. What we proposing are incorporating your requests into our Master planning as an 'immediate need'.

From: Dennis [mailto:dkimme@pdnt.com]
Sent: Friday, August 21, 2009 11:53 AM
To: Luth, Ken
Cc: Ingold, Tim; Bruce Houghton
Subject: Cameras and Costs

Ken:

I hope all is going well for you and the staff.

The engineers are working up cost proposals for various improvements at the CJC in a limited first phase of the Master Plan and cameras and monitors are on the list.

First, didn't you or Captain Ingold mention that you had already received an estimate for security improvements sometime in the recent past? If so, could you please forward it to me?

Second, can you tell me how many cameras and monitors security currently has in the CJC? Part of the proposal would be to update all of the cameras and monitors.

Thanks, Dennis

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

CAMERA LOCATIONS - CJC AND DETENTION CONTROL

CAMERA LOCATION	MAKE	ID NUMBER	MONITORED BY
-----------------	------	-----------	--------------

Free Standing Pole Cameras - Not Part of Simplex

Exterior Pan/Tilt of Front Entrance	Cannon	Camera 1	Building Security
Exterior Pan/Tilt of Judges Parking Area & Loading Dock	Cannon	Camera 2	Building Security
Exterior Pan/Tilt of Employee Entrance & Parking Area	Cannon	Camera 3	Building Security

Exterior Fixed View - No Sound

Ext. N.W. by SAO, View of Judges Parking Area, Looking East	Simplex	TV1	Building Security
Ext. Judges Parking Area - Towards Judges Entrance	Simplex	TV2	Building Security
Ext. Judges Entrance Door	Simplex	TV3	Building Security
Juvenile Sally Port Area	Simplex	TV4	Building Security
Loading Dock Area	Simplex	TV5	Building Security
Employee Entrance	Simplex	TV6	Building Security
Sally Port Area	Simplex	N/A	Detention Control

1st Floor Interior Fixed View - With Sound

Loading Dock Control Area - X Ray Machine	Simplex	C107	Building Security
View of Elevator 7	Simplex	C106	Building Security
View of Hall from Elevator 7 - North to Loading Dock	Simplex	C105	Building Security
View of Hall from Elevator 7 - South to Double Doors by Cafe	Simplex	C104	Building Security
View of Front Entrance in front of Mag Area - Looking East	Simplex	C103	Building Security
Judges Elevator	Simplex	C102	Building Security
Interior View of Employee Entrance	Simplex	C101	Building Security
View just inside Public Defenders Office	Simplex	C108	Building Security
Attorney Visitation Hallway - Looking East	Simplex	N/A	Detention Control
Attorney Visitation Hallway - Looking West	Simplex	N/A	Detention Control

1st Floor Detention Holding Area

West Holding Cell #01	Simplex	N/A	Detention Control
West Holding Cell #02	Simplex	N/A	Detention Control
West Holding Cell #03	Simplex	N/A	Detention Control
West Holding Cell #04	Simplex	N/A	Detention Control
West Holding Cell #05	Simplex	N/A	Detention Control
West Holding Cell #06	Simplex	N/A	Detention Control
West Holding Cell #07	Simplex	N/A	Detention Control
West Holding Cell #08	Simplex	N/A	Detention Control
West Holding Cell #09	Simplex	N/A	Detention Control

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

West Holding Cell #10	Simplex	N/A	Detention Control
West Holding Cell Hallway - Looking West	Simplex	N/A	Detention Control
West Holding Cell Hallway - Looking East	Simplex	N/A	Detention Control
Elevator #1 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
Elevator #2 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
Elevator #3 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
East Holding Cell #11	Simplex	N/A	Detention Control
East Holding Cell #12	Simplex	N/A	Detention Control
East Holding Cell #13	Simplex	N/A	Detention Control
East Holding Cell #14	Simplex	N/A	Detention Control
East Holding Cell Hallway - Looking East	Simplex	N/A	Detention Control
East Holding Cell Hallway - Looking West	Simplex	N/A	Detention Control
East Holding Cell Hallway - Outside Female Holding Cells	Simplex	N/A	Detention Control
Elevator #4 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
Elevator #5 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
Elevator #6 - Looking Towards The Elevator Doors	Simplex	N/A	Detention Control
East Vestibule Access to DC - Looking North - Near Sergeants Office	Simplex	N/A	Detention Control
Interior of East Vestibule - Near Sergeants Office	Simplex	N/A	Detention Control
Far East Vestibule Access to DC - Looking West Near Loading Dock	Simplex	N/A	Detention Control
Interior of Far East Vestibule - Near Loading Dock	Simplex	N/A	Detention Control
Exterior View of Sally Port	Simplex	N/A	Detention Control
Interior of Sally Port - View of North Side of Sally Port	Simplex	N/A	Detention Control
Interior of Sally Port - View of South Side of Sally Port (<i>Not Working</i>)	Simplex	N/A	Detention Control
Interior of Sally Port Vestibule	Simplex	N/A	Detention Control

2nd Floor Interior Detention Holding Area

Elevator #1 - Looking Towards Elevator Doors	Simplex	N/A	Detention Control
Secure Hallway To Jail - View #1	Simplex	N/A	Detention Control
Secure Hallway To Jail - View #2	Simplex	N/A	Detention Control
Secure Hallway To Jail - View #3	Simplex	N/A	Detention Control

2nd Floor Interior Fixed View - With Sound

View of Doors to Public Defenders Office	Simplex	C201	Building Security
--	---------	------	-------------------

3rd Floor Interior Fixed View - With Sound

Court Room # 11 - Above Main Doors Looking Towards Bench	Simplex	CR12	Building Security
Court Room # 12 - Above Main Doors Looking Towards Bench	Simplex	CR11	Building Security
Court Room # 13 - Above Main Doors Looking Towards Bench	Simplex	CR10	Building Security
Court Room # 14 - Above Main Doors Looking Towards Bench	Simplex	CR09	Building Security
Court Room # 15 - Above Main Doors Looking Towards Bench	Simplex	CR08	Building Security
Court Room # 16 - Above Main Doors Looking Towards Bench	Simplex	CR07	Building Security

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

Court Room # 17 - Above Main Doors Looking Towards Bench	Simplex	CR06	Building Security
Court Room # 18 - Above Main Doors Looking Towards Bench	Simplex	CR05	Building Security
Court Room # 19 - Above Main Doors Looking Towards Bench	Simplex	CR04	Building Security
Court Room # 20 - Above Main Doors Looking Towards Bench	Simplex	CR03	Building Security
Court Room # 21 - Above Main Doors Looking Towards Bench	Simplex	CR02	Building Security
Court Room # 22 - Above Main Doors Looking Towards Bench	Simplex	CR01	Building Security

Closed Circuit Channel

Other 3rd Floor Interior Cameras

Court Room # 11 - Rear Pan and Tilt Looking Towards Bench	Cannon	26	Building Security
Court Room # 11 - Front Pan and Tilt Looking Towards Gallery	Cannon	27	Building Security
Court Room # 11 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 12 - Rear Pan and Tilt Looking Towards Bench	Cannon	28	Building Security
Court Room # 12 - Front Pan and Tilt Looking Towards Gallery	Cannon	29	Building Security
Court Room # 12 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 13 - Rear Pan and Tilt Looking Towards Bench	Cannon	30	Building Security
Court Room # 13 - Front Pan and Tilt Looking Towards Gallery	Cannon	31	Building Security
Court Room # 13 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 14 - Rear Pan and Tilt Looking Towards Bench	Cannon	32	Building Security
Court Room # 14 - Front Pan and Tilt Looking Towards Gallery	Cannon	33	Building Security
Court Room # 14 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 15 - Rear Pan and Tilt Looking Towards Bench	Cannon	34	Building Security
Court Room # 15 - Front Pan and Tilt Looking Towards Gallery	Cannon	35	Building Security
Court Room # 15 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 16 - Rear Pan and Tilt Looking Towards Bench	Cannon	36	Building Security
Court Room # 16 - Front Pan and Tilt Looking Towards Gallery	Cannon	37	Building Security
Court Room # 16 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 17 - Rear Pan and Tilt Looking Towards Bench	Cannon	38	Building Security
Court Room # 17 - Front Pan and Tilt Looking Towards Gallery	Cannon	39	Building Security
Court Room # 17 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 18 - Rear Pan and Tilt Looking Towards Bench	Cannon	40	Building Security
Court Room # 18 - Front Pan and Tilt Looking Towards Gallery	Cannon	41	Building Security
Court Room # 18 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 19 - Rear Pan and Tilt Looking Towards Bench	Cannon	42	Building Security
Court Room # 19 - Front Pan and Tilt Looking Towards Gallery	Cannon	43	Building Security
Court Room # 19 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 20 - Rear Pan and Tilt Looking Towards Bench	Cannon	44	Building Security
Court Room # 20 - Front Pan and Tilt Looking Towards Gallery	Cannon	45	Building Security
Court Room # 20 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 21 - Rear Pan and Tilt Looking Towards Bench	Cannon	46	Building Security
Court Room # 21 - Front Pan and Tilt Looking Towards Gallery	Cannon	47	Building Security
Court Room # 21 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
Court Room # 22 - Rear Pan and Tilt Looking Towards Bench	Cannon	48	Building Security
Court Room # 22 - Front Pan and Tilt Looking Towards Gallery	Cannon	49	Building Security

**PINELLAS CO. SHERIFF'S OFFICE
CRIMINAL COURT COMPLEX**

Court Room # 22 - Side Panoramic View of Entire Courtroom	Phillips	NONE	Court Reporters
---	----------	------	-----------------

3rd Floor Holding Cells

Holding Cell 31 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 31 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 31 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 31 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 32 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 32 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 32 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 32 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 33 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 33 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 33 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 33 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 34 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 34 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 34 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 34 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 35 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 35 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 35 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 35 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 36 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 36 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 36 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 36 - Holding Area "B"	Simplex	None	Detention Control

4th Floor Interior Fixed View - With Sound

ID NUMBER

Court Room # 01 - Above Main Doors Looking Towards Bench	Simplex	CR14	Building Security
Court Room # 02 - Above Main Doors Looking Towards Bench	Simplex	CR15	Building Security
Court Room # 03 - Above Main Doors Looking Towards Bench	Simplex	CR16	Building Security
Court Room # 04 - Above Main Doors Looking Towards Bench	Simplex	CR17	Building Security
Court Room # 05 - Above Main Doors Looking Towards Bench	Simplex	CR18	Building Security
Court Room # 06 - Above Main Doors Looking Towards Bench	Simplex	CR19	Building Security
Court Room # 07 - Above Main Doors Looking Towards Bench	Simplex	CR20	Building Security
Court Room # 08 - Above Main Doors Looking Towards Bench	Simplex	CR21	Building Security
Court Room # 09 - Above Main Doors Looking Towards Bench	Simplex	CR22	Building Security
Court Room # 10 - Above Main Doors Looking Towards Bench	Simplex	CR23	Building Security

Other 4th Floor Interior Cameras

**Closed Circuit
Channel**

**PINELLAS CO. SHERIFF'S OFFICE
CRIMINAL COURT COMPLEX**

Court Room # 01 - Rear Pan and Tilt Looking Towards Bench	Cannon	10	Building Security
Court Room # 01 - Front Pan and Tilt Looking Towards Gallery	Cannon	11	Building Security
Court Room # 01 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 02 - Rear Pan and Tilt Looking Towards Bench	Cannon	12	Building Security
Court Room # 02 - Front Pan and Tilt Looking Towards Gallery	Cannon	13	Building Security
Court Room # 02 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 03 - Rear Pan and Tilt Looking Towards Bench	Cannon	14	Building Security
Court Room # 03 - Front Pan and Tilt Looking Towards Gallery	Cannon	15	Building Security
Court Room # 03 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 04 - Rear Pan and Tilt Looking Towards Bench	Cannon	16	Building Security
Court Room # 04 - Front Pan and Tilt Looking Towards Gallery	Cannon	17	Building Security
Court Room # 04 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 05 - Rear Pan and Tilt Looking Towards Bench	Cannon	18	Building Security
Court Room # 05 - Front Pan and Tilt Looking Towards Gallery	Cannon	19	Building Security
Court Room # 05 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 06 - Rear Pan and Tilt Looking Towards Bench	Cannon	20	Building Security
Court Room # 06 - Front Pan and Tilt Looking Towards Gallery	Cannon	21	Building Security
Court Room # 06 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 07 - Rear Pan and Tilt Looking Towards Bench	Cannon	22	Building Security
Court Room # 07 - Front Pan and Tilt Looking Towards Gallery	Cannon	23	Building Security
Court Room # 07 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 08 - Rear Pan and Tilt Looking Towards Bench	Cannon	24	Building Security
Court Room # 08 - Front Pan and Tilt Looking Towards Gallery	Cannon	25	Building Security
Court Room # 08 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 09 - Rear Pan and Tilt Looking Towards Bench	Cannon	50	Building Security
Court Room # 09 - Front Pan and Tilt Looking Towards Gallery	Cannon	51	Building Security
Court Room # 09 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters
Court Room # 10 - Rear Pan and Tilt Looking Towards Bench	Cannon	52	Building Security
Court Room # 10 - Front Pan and Tilt Looking Towards Gallery	Cannon	53	Building Security
Court Room # 10 - Side Panoramic View of Entire Courtroom	Phillips	None	Court Reporters

4th Floor Holding Cells

Holding Cell 41 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 41 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 41 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 41 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 42 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 42 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 42 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 42 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 43 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 43 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 43 - Holding Area "A"	Simplex	None	Detention Control

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

Holding Cell 43 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 44 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 44 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 44 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 44 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 45 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 45 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 45 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 45 - Holding Area "B"	Simplex	None	Detention Control
Holding Cell 46 - Looking Towards Secure Vestibule	Simplex	None	Detention Control
Holding Cell 46 - Looking Towards Elevator	Simplex	None	Detention Control
Holding Cell 46 - Holding Area "A"	Simplex	None	Detention Control
Holding Cell 46 - Holding Area "B"	Simplex	None	Detention Control

Exterior Free Standing Cameras - Not Part of Simplex

View of Secured Courtyard - NW Area - Exterior of Stairway #8	Phillips	None	Building Security
View of Exterior Door of Stairway #8	Phillips	None	Building Security
View of Exterior of Detention Area Door to Secure Courtyard	Phillips	None	Building Security
View of parking Area - North Side - East of Juv. Sally port Door	Phillips	None	Building Security

Interior Free Standing Cameras - Not Part of Simplex

View outside Bld Security Office - Side View of Front Mag Area	Phillips	None	Building Security
View of 2nd Floor Clerks Office - Public Hall West Side	Phillips	None	Building Security
View of 2nd Floor Clerks Office - Public Hall East Side	Phillips	None	Building Security

Other Close Circuit TV Channels

Court Status	N/A	2	Building Security
Advisory Court at Jail	Unk	3	Building Security
Info	N/A	4	Building Security
Domestic Advisory Court at Jail	Unk	5	Building Security
Channel Guide	Unk	6	Building Security
Delta Wing at Jail	Unk	7	Building Security
Blank	N/A	8	Building Security
Phase II at Jail	Unk	9	Building Security

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

PROPOSED NEW CAMERA LOCATIONS - CJC AND DETENTION CONTROL

CAMERA LOCATION	MONITORED BY
-----------------	--------------

1st Floor

South East Corner of Main Corridor Looking West Towards Stairwell #6 and Down Main Hallway	Building Security
Café - South West Corner Looking North East	Building Security
Wall East Of Jury Assembly Looking West	Building Security
Above MAG Looking Down and West at Tray Loading Area	Building Security
Above MAG Looking Down and West at Tray Unloading Area	Building Security
South H Wing Near Conference Room Looking North	Building Security
South H Wing Near Door 1920 Looking North	Building Security
Exterior - View of Emergency Exit Doors South End of H Wing Near 1st Floor Conference Room	Building Security
South East Corner Of Conference Room Looking North West	Building Security
North East Corner Of Conference Room Looking South West	Building Security
South Wall Near Escalators Looking North Toward Escalators	Building Security
Near Law Library Looking South Toward Escalators	Building Security
Outside Elevators 13 / 14 Looking West Down Hallway	Building Security
Outside Pre-Trial Services Looking West Down Hallway	Building Security
West End Of Main Corridor Looking East Down Hallway	Building Security
Exterior - Fixed View of Area South of Main Entrance	Building Security
Exterior - Fixed View of Area North of Main Entrance	Building Security

2nd Floor

South East Corner of Main Corridor Looking West Towards Stairwell #6 and Down Main Hallway	Building Security
**** Existing Camera **** Near Door 2401 Looking West	Building Security
Along North Wall Looking South West at Escalators	Building Security
Along South Wall Looking North West at Escalators	Building Security
East H Wing Walkway Looking Down on MAG	Building Security
**** Existing Camera **** Near Door 2408 Looking West	Building Security
Near Main Clerk Employee Entrance Looking West Down Hallway	Building Security
Near Door 2307 Looking West Down Hallway	Building Security
West End of Hallway Looking Towards Stairwell #8 and East Down Main Hallway	Building Security

3rd Floor

South East Corner of Main Corridor Looking West Towards Stairwell #6 and Down Main Hallway	Building Security
Outside Courtroom #12 Looking West Down Hallway	Building Security
Outside Courtroom #12 Looking South Towards Escalators	Building Security
South East Corner of H Wing Looking North West Towards Escalators	Building Security
Outside Courtroom #14 Looking West Down Hallway	Building Security
Outside Courtroom #18 Looking West Down Hallway	Building Security

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

West End of Hallway Looking Towards Stairwell #8 and East Down Main Hallway	Building Security
East Wall of East Judges Hallway Looking West	Building Security
West Wall of East Judges Hallway Looking East	Building Security
East Wall of West Judges Hallway Looking West	Building Security
West Wall of West Judges Hallway Looking East	Building Security
East Wall of Secure Corridor Behind Courtrooms 11 - 14 Looking West	Building Security
West Wall of Secure Corridor Behind Courtrooms 11 - 14 Looking East	Building Security
East Wall of Secure Corridor Behind Courtrooms 15 - 22 Looking West	Building Security
West Wall of Secure Corridor Behind Courtrooms 15 - 22 Looking East	Building Security
North Wall of Stairway Area Which Divides East and West Courtrooms Looking South	Building Security
South Wall of Stairway Area Which Divides East and West Courtrooms Looking North	Building Security

4th Floor

South East Corner of Main Corridor Looking West Towards Stairwell #6 and Down Main Hallway	Building Security
Wall East of Courtroom #9 Looking West Down Hallway	Building Security
Outside Courtroom #7 Looking Towards Escalators	Building Security
Outside Courtroom #7 Looking West Down Hallway	Building Security
Outside Courtroom #5 Looking West Down Hallway	Building Security
Outside Courtroom #2 Looking West Down Hallway	Building Security
West End of Hallway Looking Towards Stairwell #8 and East Down Main Hallway	Building Security
East Wall of East Judges Hallway Looking West	Building Security
West Wall of East Judges Hallway Looking East	Building Security
East Wall of West Judges Hallway Looking West	Building Security
West Wall of West Judges Hallway Looking East	Building Security
East Wall of Secure Corridor Behind Courtrooms 7 - 10 Looking West	Building Security
West Wall of Secure Corridor Behind Courtrooms 7 - 10 Looking East	Building Security
East Wall of Secure Corridor Behind Courtrooms 1 - 6 Looking West	Building Security
West Wall of Secure Corridor Behind Courtrooms 1 - 6 Looking East	Building Security
North Wall of Stairway Area Which Divides East and West Courtrooms Looking South	Building Security
South Wall of Stairway Area Which Divides East and West Courtrooms Looking North	Building Security

Stairwell #6 - Near Public Exit

South East Corner of 1st Floor looking North West	Building Security
Landing Between 1st and 2nd Floor - North East Corner Looking South West	Building Security
South East Corner of 2nd Floor looking North West	Building Security
Landing Between 2nd and 3rd Floor - North East Corner Looking South West	Building Security
South East Corner of 3rd Floor looking North West	Building Security
Landing Between 3rd and 4th Floor - North East Corner Looking South West	Building Security

Stairwell #7 - Middle of Main Complex Corridor

South East Corner of 1st Floor looking South West	Building Security
---	-------------------

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

Landing Between 1st and 2nd Floor - South East Corner Looking North West	Building Security
North East Corner of 2nd Floor looking South West	Building Security
Landing Between 2nd and 3rd Floor - South East Corner Looking North West	Building Security
North East Corner of 3rd Floor looking South West	Building Security
Landing Between 3rd and 4th Floor - South East Corner Looking North West	Building Security
Exterior - View of Courtyard and Emergency Exit Near Stairwell #7	Building Security

Stairwell #8 - West End of Main Complex Corridor

South East Corner of 1st Floor looking North West	Building Security
Landing Between 1st and 2nd Floor - North East Corner Looking South West	Building Security
South East Corner of 2nd Floor looking North West	Building Security
Landing Between 2nd and 3rd Floor - North East Corner Looking South West	Building Security
South East Corner of 3rd Floor looking North West	Building Security
Landing Between 3rd and 4th Floor - North East Corner Looking South West	Building Security
Exterior - Secure Gate Outside Stairwell #8 Leading to Jail	Building Security
Exterior - Outside Stairwell #8 along West Wall Looking East Towards Detention Control Exit Door	Building Security

Stairwell #9 - Center of H Wing - South End of Building

South Wall of 1st Floor Looking North	Building Security
Landing Between 1st and 2nd Floor - North Wall Looking South	Building Security
South Wall of 2nd Floor Looking North	Building Security
Landing Between 2nd and 3rd Floor - North Wall Looking South	Building Security
South Wall of 3rd Floor Looking North	Building Security
Landing Between 3rd and 4th Floor - North Wall Looking South	Building Security
South Wall of 4th Floor Looking North	Building Security
Landing Between 4th and 5th Floor - North Wall Looking South	Building Security

Elevator #11 - West End of Main Complex Corridor

Panoramic View Inside Elevator #11	Building Security
------------------------------------	-------------------

Elevator #12 - West End of Main Complex Corridor

Panoramic View Inside Elevator #12	Building Security
------------------------------------	-------------------

Elevator #13 - West End of Main Complex Corridor

Panoramic View Inside Elevator #13	Building Security
------------------------------------	-------------------

Elevator #14 - West End of Main Complex Corridor

Panoramic View Inside Elevator #14	Building Security
------------------------------------	-------------------

Detention Control Area

PINELLAS CO. SHERIFF'S OFFICE CRIMINAL COURT COMPLEX

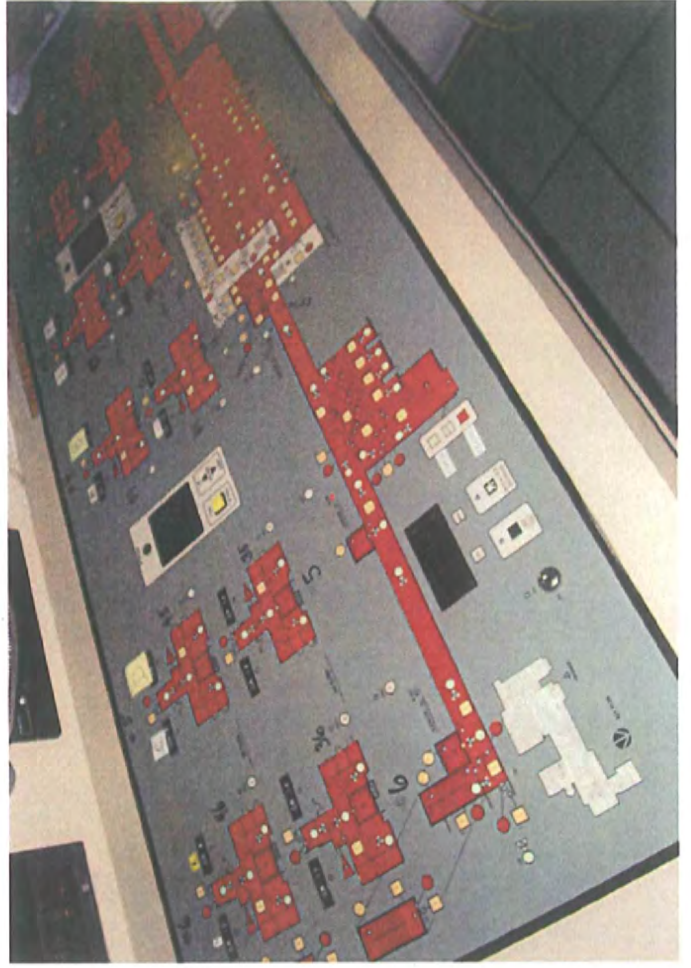
Secure Vestibule For Holding Cells 1 and 2	Detention Control
Secure Vestibule For Holding Cells 3 and 4	Detention Control
Secure Vestibule For Holding Cells 5 and 6	Detention Control
Secure Vestibule For Holding Cells 7 and 8	Detention Control
Secure Vestibule For Holding Cells 9 and 10	Detention Control
Secure Vestibule For Holding Cells 11,12,13, & 14	Detention Control
Secure Vestibule For Holding Cell 15	Detention Control
View Inside Detention Control Control Room	Building Security
North Wall North of Control Room Looking South West	Detention Control
South Wall Just West of Control Room Looking North Towards Paperwork Area	Detention Control

Stairwell #2 - Main Stairwell For Detention Control

North East Corner of 1st Floor looking South West	Detention Control
Landing Between 1st and 2nd Floor - South East Corner Looking North West	Detention Control
2nd Landing Between 1st and 2nd Floor - North East Corner Looking South West	Detention Control
South East Corner of 2nd Floor looking North West	Detention Control
Landing Between 2nd and 3rd Floor - South East Corner Looking North West	Detention Control
2nd Landing Between 2nd and 3rd Floor - North East Corner Looking South West	Detention Control
South East Corner of 3rd Floor looking North West	Detention Control
Landing Between 3rd and 4th Floor - South East Corner Looking North West	Detention Control
2nd Landing Between 3rd and 4th Floor - North East Corner Looking South West	Detention Control
South East Corner of 4th Floor looking North West	Detention Control

2nd Floor - Detention Control

Outside Elevator #2 - East Wall Looking West	Detention Control
Main Jail Walk Over Needs 2nd Camera 1/2 Way Across (East / West)	Detention Control
Main Jail Walk Over Needs 2nd Camera 1/2 Way Across (North/South)	Detention Control





PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 4

CRIMINAL JUSTICE CONSULTANT REPORT

I. Introduction	1
II. Court Component Descriptions and Needs	4
A. County and Circuit Courts	4
B. Court Administration Office	7
C. State Attorney	10
D. Public Defender	12
E. Clerk of the Circuit Court	15
F. Guardian Ad Litem	20
G. Court Security	23
H. Facility Operations	25
III. Previous Projections of Need - 1989 Master Plan	28
A. Criminal Case Files	28
B. County Population	29
C. Judgeships	29
D. Space	29
IV. Courtroom Utilization	30
V. Growth Factors and Space Occupancy Levels	36
A. Creating the Factors	36
B. Office and Work Station Vacancies	37
VI. Space Needs Analysis	40
A. Space Inventory	40
B. Courtrooms	44
C. Space Questionnaires	44
D. Summary of Current Needs and Estimates of Current and Future Space Needs	45



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

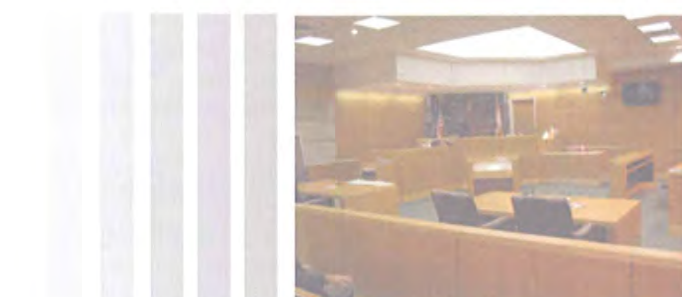
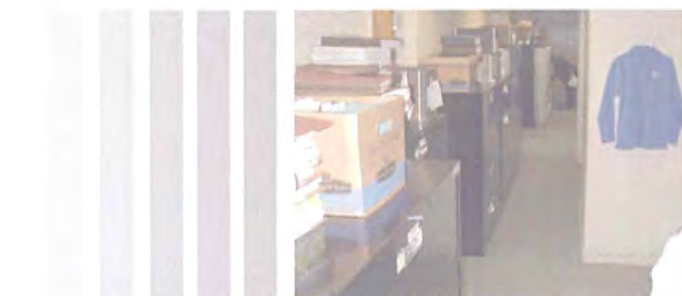
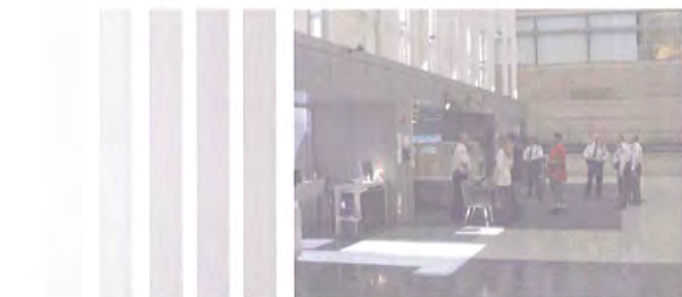
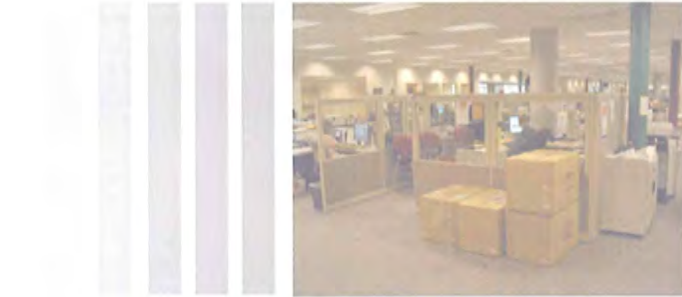
NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 4 (Continued)



VII. Phase I Renovation Issues and Ideas	50
A. Facilities Management Issues	50
B. State Attorney Issues	50
C. Security	52
D. Public Defender	53
E. Clerk	53
F. Court Technology	53
G. Court Administration	53
H. Pretrial Services	54
I. General	54

VIII. Phase 2 and Beyond: Renovation Issues and Ideas	55
A. Highest Priorities for the Next Phase (Phase 2)	55
B. General Space Planning Considerations	55
C. Things That Could Move Out of the Building if Needed, and the Reason Not To	56
D. Parking	56
E. Major Ideas that could change Things	56

Prepared by

Kimme Associates, Criminal Justice Planning

with



Rañon & Partners, Inc.
Architects

AA C000531



I. INTRODUCTION

Under contract to Ranon & Partners, Kimme & Associates was asked to identify the long-term space needs of the Pinellas County Criminal Justice Center (CJC). The CJC is located at 49th Street and 144th Avenue North in Clearwater and houses the courts that deal with all criminal, juvenile, and selected criminal traffic matters. There are six other court facilities in Pinellas County that handle all other case types. The CJC is adjacent, and connected to, the county jail complex.



There are six other court facilities in Pinellas County that handle all other case types. This study does not deal with these facilities though there are various renovation projects involving some of them coincident with this study. Additionally, though not addressed herein, it is the goal of key people within the system to bring the North and South Traffic Courts together at a central site, preferably at or near to the CJC site. The other facilities are as follows:

- Clearwater Courthouse
- The Clearwater Historic Courthouse
- 501 Building in St. Petersburg
- The St. Petersburg Judicial Building
- The North County Traffic Court in Clearwater
- The South County Traffic Court in St. Petersburg

K&A began its work with the client and project architect Ranon & Partners in early 2009 and concluded it by late summer 2009.

The space needs that K&A identified will to be used by Ranon to create a phased master plan concept for responding to a.) problems and issues at the existing facility, and b.) long-term space needs. The design team will follow with projected estimates of what the various phases of renovation and addition might cost.

1. Met with Real Estate Management staff to finalize the scope of services for the project.
2. Met with Chief Judge Robert Morris and Court Administrator Gay Inskeep to identify the fundamental issues of concern to the courts and to discuss the proposed planning process.
3. Obtained historical information about the CJC including architectural drawings in CAD form, and the original July 28, 1989 Courts Master Plan developed by Space Management Consultants that identified the space needs of the CJC and all county courts through the year 2010.
4. Gathered historical data on case filings, court holding counts, public traffic volume, staffing and other factors that would allow projections of long-term future need.
5. Designed and distributed a questionnaire to identify the needs and priorities of CJC users with respect to the their facilities.
6. Designed and distributed a survey that identified the number of staff per user and the amount of vacant office and work station space available, if any.
7. Met with facility users to discuss questionnaire answers and further investigate their needs, growth patterns and issues.
8. Made exact space calculations of CJC space and space assignments refining drawings provided by the county and created by American Building Calculation, a consultant working for Pinellas County in 2007.
9. Projected space needs through the year 2030 for each user.
10. Identified immediate renovations and improvements that could constitute an initial phase of work not involving additional construction.
11. Established priorities of use and development for the facility.
12. Prepared written reports and presentation materials.

The user groups involved in the study are listed below:

- Circuit Criminal Courts (6th Circuit)*
- County Criminal Courts (6th Circuit)*
- Court Administration (6th Circuit)*
 - *Administrative Services*
 - *Behavioral Evaluation program*
 - *Court Counsel*
 - *Court Technology*
 - *Other services*
- Clerk of the Circuit Court/Jury Assembly*
- State Attorney (6th Circuit)*
- Public Defender (6th Circuit)*
- Guardian ad Litem*
- Court Holding/Court Security (Sheriff)*
- Pretrial Services (Sheriff)*
- Department of Corrections (felony probation)*
- Salvation Army (misdemeanor probation)*
- Facility Operations (Real Estate Management)*
- Public Support (lobby, information, waiting, cafeteria)*

II. COURT COMPONENT DESCRIPTIONS AND NEEDS

Below and on the following pages are descriptions of each of the components of the CJC with the exception of the Department of Corrections (DOC) and the Salvation Army. The consultants received no questionnaires from either the DOC or the Salvation Army and did not interview them as part of this study. The descriptions also include a description of needs and priorities for each group.

A. CIRCUIT AND COUNTY COURTS

Pinellas County courts consist of thirty-four circuit court judges, seventeen county court judges, and five court facilities.

Circuit Court

The circuit court is Florida's trial court of general jurisdiction. In criminal matters, the circuit courts have original jurisdiction in all felonies and in all misdemeanors arising out of the same circumstances as a felony that is concurrently charged. Family cases such as dissolution of marriage, child custody, visitation, domestic violence, and juvenile dependency cases are all heard in the Circuit Court. Thirty-four circuit judges are assigned in Pinellas County.

Circuit Criminal Division

The Circuit Criminal Division is a court with jurisdiction over all actions, cases and proceedings involving the administration of criminal justice, including all felony cases and misdemeanors arising out of a felony crime. The Family Division oversees all suits, causes, proceedings or actions related to dissolution of marriage, child custody, child visitation, grandparent proceedings, annulment, URESA or UFISA, child support, alimony, domestic or foreign order judgment, name change, paternity, adoption, domestic and repeat violence injunctions, separate maintenance, Chapter 39 and 985, Florida Statutes and other proceedings designated by administrative order of the Chief Judge. The Juvenile Delinquency Division handles all criminal matters committed by juveniles, persons under the age of 18, unless the child is certified to adult court.

County Courts

County Courts have original jurisdiction in all criminal misdemeanor cases where there is not a concurrent felony, and in all violations of municipal and county ordinances. County court judges also serve as committing magistrates. There are seventeen county judges in Pinellas County.

The Criminal Section of the County Court handles all misdemeanor cases where there is not a concurrent felony, and all violations of municipal and county ordinances. The Traffic Section of the County Court is comprised of two types of offenses, Civil and Criminal. Civil traffic offenses may be punishable with a fine, while criminal traffic offenses are punishable with possible jail time.

Current Situation at the CJC

There are **25 judges** plus **one magistrate** located at the Criminal Justice Center — 11 circuit criminal judges who hear felony cases, 10 county criminal judges who hear misdemeanor cases, and 4 circuit judges that hear Unified Family Court cases. There is also one general magistrate who serves the UFC courts at the CJC.

However, there are only **23 courtrooms**. There are 10 courtrooms on the 4th floor of the Criminal Justice Center used by Circuit Criminal Court Divisions (courtrooms, support spaces, and chambers). There are 8 courtrooms on the 3rd floor for County Court Divisions. The Unified Family Court has 4 Divisions located on the 3rd floor, east end of the Criminal Justice Center. Renovated space was used to create a 23rd courtroom for advisories on the 1st floor.

The majority of the courtrooms at the Criminal Justice Center are small and have 6 person jury boxes.

The schedule of high volume courts:

Everyday, 8:30 AM - 1:30 PM — Advisory court, courtroom #23, 1st floor.

Monday, 8:30 AM - 1:30 PM — arraignments, pretrial.

Wednesday 1:30 PM --- VOP calendar, courtroom #1, 4th floor

Any day, 7:45 AM — Juvenile court, courtroom #14, 3rd floor

The night court magistrate program was cancelled due to funding cuts. All cases are now handled at CJC during the day, which further complicates the space issues.

There are two open judges chambers. One is used as a conference room and the other is used for visiting judges.

Bailiffs have moved into conference rooms. It is where they take their breaks and put there "stuff." "They walk in on judicial meetings all the time." More appropriate space is needed for the bailiffs.

Video conferencing is used for advisories to minimize movement of inmates from the jail to the Criminal Justice Center. The Judges believe video has been taken as far as legally possible.

Current Space Deficiencies/Issues

- The North and South traffic courts are too small and "land locked" thereby preventing expansion. Both facilities are at maximum operating capacity.
- Judges have outgrown space allocated in 1996, including parking allocation.
 - o There are an insufficient number of courtrooms, judges' chambers and offices for judicial assistants.
 - o More 12-person jury courtrooms are needed. These courtrooms have to accommodate 12 jurors and 2 alternates.
 - o The Chief Judge has no assigned courtroom even though he resides over several calendars each week.

- Additional judges are needed and would be provided by the State but there is no room at the Criminal Justice Center. The State has offered 3 additional judges.
- The Unified Family Court is high volume and needs to grow. "Space is needed now and will become acute soon."
- Dependency courts need more space in the "well" for the large number of professionals associated with dependency cases. Dependency courts also need a larger waiting area for families and others.
- There are no media rooms in any of the courtrooms. There is a general media room where they can watch closed circuit television. There are "access rights" issues with keeping media out of the courtroom and in media rooms.
- There is only one conference room in the court area located on the 3rd floor. It is too small.

Future space need

There is a proportional relationship between the number of court cases and the number of judges and support staff that need to be provided workspace.

Space should be provided for an estimated 10 County Judges in an expansion plan for the Criminal Justice Center.

Priorities

- Addition/annex to the Criminal Justice Center to provide additional space for:
 - Another Courtroom #1 — PRIORITY #1
 - More courtrooms.
 - o Another ceremonial courtroom.
 - o Another Drug Court courtroom right now and two more in the future.
 - Additional judges chambers
 - Additional offices for judicial assistants
- A mid-county traffic facility near the CJC.
- Additional parking for judges, support staff, and the public.

- Additional judges are needed and would be provided by the State but there is no room at the Criminal Justice Center. The State has offered 3 additional judges.
- The Unified Family Court is high volume and needs to grow. "Space is needed now and will become acute soon."
- Dependency courts need more space in the "well" for the large number of professionals associated with dependency cases. Dependency courts also need a larger waiting area for families and others.
- There are no media rooms in any of the courtrooms. There is a general media room where they can watch closed circuit television. There are "access rights" issues with keeping media out of the courtroom and in media rooms.
- There is only one conference room in the court area located on the 3rd floor. It is too small.

Future space need

There is a proportional relationship between the number of court cases and the number of judges and support staff that need to be provided workspace.

Space should be provided for an estimated 10 County Judges in an expansion plan for the Criminal Justice Center.

Priorities

- Addition/annex to the Criminal Justice Center to provide additional space for:
 - Another Courtroom #1 — PRIORITY #1
 - More courtrooms.
 - o Another ceremonial courtroom.
 - o Another Drug Court courtroom right now and two more in the future.
 - Additional judges chambers
 - Additional offices for judicial assistants
- A mid-county traffic facility near the CJC.
- Additional parking for judges, support staff, and the public.



B. COURT ADMINISTRATION OFFICE

The Court Administration Office serves as a focal point of all offices headquartered in the Pinellas County Criminal Justice Center. It is the business area of the court which includes the Fiscal Office and Human resources. The Court Administration Office also administers programs like Drug Court and the Juvenile Diversion program.

Current Situation

The Sixth Judicial Circuit Court, Administrative Office of the Courts currently has court staff at the Criminal Justice Center for the following departments/functions:

- Court Administration
- Fiscal Office
- Human Resources
- Criminal Administration
- Court Counsel
- Unified Family Court

- Juvenile Diversion
- Drug Court
- Technology
- Behavioral Evaluation Program
- General Magistrate
- Digital Court Reporting
- Stenographic Court Reporting

The Court Administration Office staffing is stable. County funding was cut by 20% which affected law library, Drug Court, and Court Technology. It is unknown if the positions will be able to be refilled in the future. There are 40 county funded positions remaining.

Seventeen positions were cut in Circuit Courts and there are 11 vacancies. The cuts facilitated more proper use of space and eliminated overcrowding.

Stenographic Court Reporting. There are seven stenographers plus 1 secretary/manager in the first floor Stenographic area . Stenographic court reporting will not be going away. Real time court reporting is in the future for ADA.

Behavior Evaluation Program. The Behavioral Evaluation Program supports the Unified Family Court in it's decision making process by providing the Court with evaluations of youthful offenders and their families. The Program seeks to identify unaddressed mental health, substance abuse, and family problems and to link youth and their families to existing community resources. Services are provided at the Criminal Justice Center, with some youth being seen in the Juvenile Detention Center. Staff includes three psychologists and a social worker. An additional social worker follows up with families to assist them in obtaining court ordered services.

Courts Technology Office. The Courts Technology Office of the Administrative Office of the Courts is responsible for the planning, implementation, support and training for all court technology. Six Court Technology staff are assigned to the Criminal Justice Center — 3 computer network staff and 3 audio-visual staff. Court Technology needs work and storage space at CJC. Court Technology is County funded and it is unlikely that it will get any smaller.

Drug Court. The Sixth Judicial Circuit Adult Drug Treatment Court is a court-supervised, comprehensive drug treatment court for non-violent defendants. It is a voluntary program that involves frequent appearances before the drug court judge, substance abuse treatment and frequent, random testing for substance abuse. All participants are required to make court appearance every 30 to 45 days for a review. The Drug Court is down to one staff person.

Teen Drug Court was dropped due to budget cuts. Development of a Mental Health Court may be pursued in the future.

Current Space Deficiencies/Issues

- Staff members have outgrown space allocated in 1996 and are distributed throughout the building. This leads to inefficiencies in operations.

- More conference and meeting rooms are needed.
- There is insufficient space for central monitoring of court proceedings for purposes of digital court report.
- There is insufficient space for court interpreters.
- All of Juvenile Diversion should be brought to CJC. Of 10 total staff, 8 are currently located elsewhere.
- Teen Diversion/Juvenile Diversion could go into another area in the CJC or elsewhere.
- The digital court reporters (DCR) should be consolidated for greater efficiency. They are currently located on the 1st and 2nd floors of the CJC.
 - There are 11 DCRs plus one manager.
 - "Security is a big issue for DCR" — prefer they be located with the business group.
 - It "makes sense" for the Court Administrative Office and Digital Court Reporting to be located together.
- The Stenographic Reporters area needs to be near the courts. They are ideally located now except for the lack of bathrooms.
- Additional space is needed for audio/visual network equipment, court reporting network area, additional space for court technology services and equipment, and media coverage area.
- There is only one general meeting space in the CJC (1st floor conference rooms). The conference rooms have to be booked far in advance.
- Parking is "a huge problem".
- For security reasons, Court Technology staff would like to see all vital security, building safety equipment, and technology off of the first floor.
- Approximately 25% more storage is currently needed for larger items like furniture.

Future Space Need

The weighted caseload basis is the recommended measure of growth for Court Administration. The level of growth will probably be halfway between the 10 year and 19 year projections. If there is growth in cases, there will be similar growth in all Court Administration areas.

Priorities

- More courtrooms, judges chambers, and support staff space.
- Additional space for all functions.
- Consolidation of staff who are now scattered throughout the CJC.
- A mid-county traffic facility.



C. STATE ATTORNEY

Current situation

The States Attorneys Office was at 485 (2006) staff but is now at 420 (2009) — 60 staff down from the authorized level. The States Attorney expects the number of staff to “re-bound” to the 2007 level by 2011. “Staff may increase after the new budget year begins.”

The number of attorneys and support staff dictates the size of the States Attorneys space. The number of active cases determines the number of staff, that is, within annual budget constraints. The following ratios of active cases to staff should apply:

Felony cases — 1 attorney for every 150 active case.

Criminal traffic, misdemeanors — 1 attorney for every 300 active cases.

The States Attorney’s staff occupies approximately 90,000 square feet on four floors of the Criminal Justice Center:

First floor — file management, worthless checks, probation violation, investigations, reception, training, communications, and shelter staff.

Second floor — juvenile, child protection, domestic violence attorneys, IT, domestic violence, and word processing.

Third floor — misdemeanor prosecution, felony prosecution, and library.

Fourth floor — felony prosecution, appeals, and administration.

It is important to have the attorneys and support staff organized and located so as to be as efficient as possible. Therefore, renovation for staff efficiency is a high priority. For example, one goal of the States Attorney is to move elements of the office staff that do not interact with attorneys to the first floor where there are no attorneys. This will free up space on other floors to reorganize and renovate for greater efficiency.

Investigators enhance cases by following up on law enforcement investigations. There will be no growth in the number of investigators and it is not a high priority for each investigator to have an office.

Current States Attorney space deficiencies/issues

- The old elevators are slow and breakdown frequently.
- The attorneys' offices are too small. They are not a full 110 square feet because of large support columns in the offices.
- There is no space to add attorneys and their support staff on the second floor.
- There is insufficient parking for both handicapped and non-handicapped staff and public.
- There is no place for undercover law enforcement personnel to wait out of view of others.
- Storage space is insufficient. Approximately 25% more storage is needed for files even though files are being constantly microfilmed. The States Attorneys office does not have the technology for paperless records storage and it is not anticipated budget constraints will allow the implementation of a paperless system for several years. Electronic filing and imaging is where they want to be in the future.
- Staff cannot be efficiently organized because of space issues.
 - Word processing, intake, and data entry departments should be located in the same area of the office.
 - The digital court reporters should be consolidated.
- There are no public toilets on the west end of the building.

Future Need

The States Attorney estimates that 15% growth can be accommodated within existing space, assuming that certain minor renovations are completed that will enhance the efficiency of current space. This means that the States Attorney's space should be adequate for the next 10 to 12 years based upon projected caseload growth rates.

- Move 2nd floor support group from the second southeast corner down to the 1st floor into a west central block of space.
- Create offices for four or five attorneys in the vacated space on the second floor with support staff space in the middle as needed.
- Provide more parking space
- Provide more courtrooms in the CJC for criminal proceedings
- Provide witness rooms off all courtrooms
- Provide public restrooms near the west end of the building
- Provide room for undercover law enforcement personnel to wait out of view of others



D. PUBLIC DEFENDER

The Pinellas/Pasco Public Defender's Office is one of Florida's 20 state-funded offices established for the representation of indigent persons charged with criminal law violations.

D. PUBLIC DEFENDER

The Pinellas/Pasco Public Defender's Office is one of Florida's 20 state-funded offices established for the representation of indigent persons charged with criminal law violations. The office's practice consists of criminal defense litigation in cases involving juvenile, traffic, misdemeanor, felony, capital felony offenses and civil involuntary commitment matters.

Pinellas County's portion of the Public Defender's Office budget funds Article V technology requirements and a jail diversion program.

Current Situation

The Public Defender's Office in Pinellas County has approximately 160 employees: attorneys (110), legal assistants, investigators, interviewers, information services specialists, customer service technicians and administrative staff. The public defender occupies space on the first and second floor of the CJC.

The number of open cases is the best indicator of agency workload and determines the number of attorneys that are needed. The goal of the Public Defender was a ratio of one attorney for every 80 active cases. It went up to 160 cases per attorney but is now back down to 60 to 70 cases per attorney.

The Public Defender's Office is down 19 staff in Pinellas County due to state budget cuts. The Public Defender estimates his Office is at 90% occupancy with 10 to 12 vacant attorney offices, 2 vacant investigators offices, and associated support spaces vacant. The Public Defender expects to be full again within the 5 to 10 years.

As workload increases, the Public Defender says they will have to look at the way they are doing business and try to be more efficient. For example, public defenders spend hours waiting for their cases to be called

Current Public Defender Space Deficiencies/Issues

- There are water leaks and possible mold conditions (currently under investigation by CJC facilities).
- The areas to meet in custody clients, at the holding cell areas on the courtroom floors and in the general holding on the first floor, are totally inadequate, poorly designed and violation of any form of confidentiality. Sound proofed individual meeting areas that protect confidentiality are a must.
- Deposition room deficiencies — Victim/Witness area, first floor:
 - There are problems with sound transition through and over the walls of the deposition rooms.
 - There are not enough deposition rooms. "The deposition rooms are full almost all the time" and more rooms are needed for video depositions.
 - The deposition rooms are too small. They need to be large enough to accommodate a court reporter, states attorney, public defender, the witness, and an advocate.

- Larger deposition rooms are also needed for multi defendant cases.
- Storage needs continue to grow and "going paperless is not financially feasible at this time." (Off-site centralized storage near CJC is acceptable) The records in room PD2-58 could be stored off-site and the space re-allocated.
- There is no meeting area large enough for all public defender staff attorneys (over 100) to meet at one time.
- The Public Defender's Office has a training room that is adequate for the Public Defender's Office but underutilized. It could be shared training space. Even more efficiency could be gained if everyone used the same computer software and could be trained at the same time.
- The Public Defender sees benefits to having daycare for defendants:
 - There would be no children above the first floor.
 - There would be no disruption of courtroom activities.
 - Abuse could be detected through daycare worker observations.
 - It would keep children from being exposed to the negative experience of seeing a parent in court.

Future Space Needs

Given correction of the water leaks and possible mold conditions and the addition/renovation of deposition rooms, the Public Defender's Office space will be adequate for up to 10 years depending on the State budget allocation for Public Defender's Offices.

Priorities

There are two immediate priorities:

- Fix the water leaks and possible mold conditions.
- Fix the deposition room area (probably cannot do until find more space).
 - Add additional 2 video deposition rooms (@ 140 nsf)
 - Add 3 regular deposition rooms (@ 120 nsf)
 - Soundproofing between the deposition rooms

In addition, the Public Defender sees the following as long term priorities:

- More criminal courtrooms in the CJC.
- A professional meeting room for up to 400 persons.
- An on-site 50 to 100 child daycare facility for defendants.



E. CLERK OF THE CIRCUIT COURT

The Clerk of the Circuit Court is the ministerial officer that summons prospective jurors for both circuit and county courts, maintains custody of all court records and evidence presented at trials, and is responsible for collecting imposed fines and court costs. The Clerk's Office handles collection of various traffic and parking fines for the municipalities and county government and serves as Accountant and Clerk to the Board of County Commissioners, Custodian of county funds and Ex-Officio County Auditor. The Clerk serves as Recorder of Deeds and maintains the official records for the county, issues marriage licenses and acts as an agent for the federal government in processing applications for passports. The Clerk serves Pinellas County alone as there is another Clerk in Pasco County, the other county in the sixth Circuit.

The following Clerk of the Circuit Court functions are located at the Criminal Justice Center:

- **Circuit Criminal Court Records** is responsible for filing, processing and maintaining felony cases and misdemeanor charges arising out of the same circumstances as a felony; as well as, juvenile dependency and delinquency cases. Circuit Criminal handles cases that are appealed to the Circuit Court, the 2nd District Court of Appeals in Lakeland and the Florida Supreme Court.

Commissioners, Custodian of county funds and Ex-Officio County Auditor. The Clerk serves as Recorder of Deeds and maintains the official records for the county, issues marriage licenses and acts as an agent for the federal government in processing applications for passports. The Clerk serves Pinellas County alone as there is another Clerk in Pasco County, the other county in the sixth Circuit.

The following Clerk of the Circuit Court functions are located at the Criminal Justice Center:

- **Circuit Criminal Court Records** is responsible for filing, processing and maintaining felony cases and misdemeanor charges arising out of the same circumstances as a felony; as well as, juvenile dependency and delinquency cases. Circuit Criminal handles cases that are appealed to the Circuit Court, the 2nd District Court of Appeals in Lakeland and the Florida Supreme Court.
- **County Criminal Court Records** is the main office for processing cases and paperwork relating to traffic citations, misdemeanor violations, county and municipal ordinance violations, boating, fishing and miscellaneous non-criminal infractions and parking violations. There are twelve municipal law enforcement agencies in Pinellas County in addition to the Florida Highway Patrol, various state agencies, and the Sheriff's Office, which is under contract with twelve municipalities.
- **Criminal Court Customer Services** is to assist the public, the State Attorney's Office, the Public Defender's Office, Salvation Army Probation officers, Department of Correction Probation Officers, and Private Attorney's for Misdemeanor, Traffic, Felony, Juvenile, Domestic Violence, Payment Plans and Public Defender Appointments.
- **Jury Management**
- **Clerks Accounting**

Current Situation

The Clerk of the Circuit Court occupies space on the first and second floors of the Criminal Justice Center. First floor space includes the jury assembly area and the stenographic office. The second floor includes the public access counters, work cubicles, offices, public viewing rooms, records storage, evidence storage, workrooms, and an imaging area. The Clerk of the Circuit Court has approximately 200 staff at the Criminal Justice Center.

The Clerk of the Circuit Court has been undergoing staff reductions due to budget cuts. Of 220 workstations (cubicles) on the second floor of the CJC, 72 appear to be vacant. In July 2009, the Clerk of the Circuit Court laid off another 39 staff, 15 from the CJC. Sixteen records clerks are moving from North County and Tyrone into the vacated workstations at CJC. It is unlikely that the lost positions will be re-instated in the foreseeable future.

Traffic cases are the "bread and butter" of the Clerk's office. Traffic cases are the revenue producer and bring the most people to the CJC. If traffic court moved out of the CJC, some of the Clerk's staff would also move. "The customer is our business."

The Clerk of the Circuit Court is imaging documents to replace paper files. Imaging reduces the need for pulling files, taking files to court, and re-filing after court. Files can be pulled-up on the computer. Scanning is only in county criminal at this time because of limited scanning space. Records storage space needs should shrink over time as the Clerk's office becomes

Accounting can be relocated anywhere.

Current Space Deficiencies/Issues

Jury Management

- Insufficient space for jury parking.

County Criminal Court Records

- Lack of adequate records storage space.

Circuit Criminal Court Records

- Lack of adequate workroom space.
- Need approximately 20% more case file storage.
- Lack of office supply storage space.
- Lack of small desk space for trainers and supervisors.

Court Assistance

- Lack of available space and storage
- Lack of men's restrooms on the floor
- Courtroom sound system creates problems for personnel hearing the session.

Criminal Court Customer Service

- Need approximately twice as much storage space. Storage is "50% too little."
- Department is too spread out. The customer service windows should be closer together and manager and assistant manager should be more centrally located.
- Need a secure area for lockers.
- Lack of adequate security at the public counters.
- The cash register station for courtroom #16 is too small.
- More public seating is needed on the 3rd and 4th floors for people waiting for court to begin.
- Signage is not detailed enough for customers.

Clerks Accounting

- Need approximately 30% more storage space.
- New equipment has been ordered for imaging but lack adequate space for installation.
- Only department without a sink in the immediate area.
- Need a room for a safe that is not accessible to anyone outside the department.

Other

- Clerk's workstations in the courtrooms are too small. There is not enough work-surface for paperwork and equipment. There also needs to be more acoustical privacy for the noise caused by the printer.
- Incomplete evidence room remodeling.
- Lack of adequate scanning space.
- Lack of adequate Call Center space.
- Replace the punch locks in the public view rooms and the domestic violence room with the key/card entry currently used for all other entry locations in the Clerk of the Circuit Court spaces.
- Better lighting for employees who work late and leave after dark. The County and Circuit Court Records departments have night shifts during the week that leaves at 11:00 PM.

Future space need

Growth in cases is the best indicator of growth of the office and the number of judges. Each new judge position requires eight new employees in the Clerk of the Circuit Court office.

Priorities

- Provide adequate parking for employees and the public.
- Provide adequate storage space for all Clerk of the Circuit Court's departments at the CJC.
- Provide additional workroom space.
- Provide additional small desk space for trainers and supervisors.
- Provide additional men's restrooms on the second floor.
- Complete the renovation of the evidence room.
- Provide secure storage lockers for personal items for employees without desks.







F. GUARDIAN AD LITEM

The mission of the Guardian Ad Litem program is to advocate for the best interests of children who are alleged to be abused, neglected, or abandoned and who are involved in court proceedings. GAL recruits, trains and supervises hundreds of community volunteers every year, to serve as advocates for abused children.

Current Situation

The Pinellas GAL office represents about 1900 children, with daily morning and afternoon court coverage, five days a week. Currently, GAL has 33 staff managing over 400 volunteers from the community who use the GAL office as their office. An estimated 20 volunteers come to court or meetings per day. Five may be in the GAL offices at any one time.

GAL conducts seven 30-hour trainings each year for new volunteers, in addition to monthly in-service trainings. Most in-services and trainings held in the large conference room (1st floor) when available. Even scheduled many months in advance, there are other programs and meetings that compete for the space. Generally 30-40 participants attend in-service trainings and special meetings. About 20 attend monthly BBL's.

The GAL occupies offices on the 3rd floor (southeast) of the Criminal Justice Center and needs to be near the UFC courts. There is 25 staff in 11 offices in CJC — 6 half time and 22 full-time. Nine of the offices are small and all occupied by two or three staff. Some of the staff shares desks. Because of the lack of space at CJC, GAL also has staff at the 501 building in St. Petersburg and the old Courthouse in downtown Clearwater. The number of staff that is needed is directly related to the number of open cases.

Currently, the GAL program is facing serious state budget reductions, permanent freeze of positions, as well as the loss of three county positions this fiscal year.

Current Space Deficiencies/Issues

- Insufficient office space at the CJC, where primary court related duties are conducted.
- Constant problems with having private space for individual to screen volunteers, to prep for court hearings, and advocacy meetings. At least 4 interview rooms are needed.
- Lack of mediation space — it can be the same as training space.
- Lack of kitchen facilities or any break room for staff: As many volunteers work, and come to the training straight from work for 6-9PM sessions, it is important for retention and support of citizen volunteers, to provide food/snacks.
- Lack a dedicated conference room for small group training and staff meetings.
- Insufficient conference room facilities: A greatly enhanced conference room, with increased space and a true kitchen is essential to our program as well as the other agencies and programs that routinely use the conference room for meetings and training.
- Not enough storage space for open files. Nine 4-drawer lateral file cabinets containing open cases line the hallway. About 30% more open case file storage is needed that is easily accessible to staff. The cabinets in the corridor impact the means of exit and create a life safety liability to the county.
- The teleconferencing/child testimony room does not always work well.
- A fundamental problem is the lack of meeting space in the building.

Future space need

Growth should be based on last 10 years. Future space needs are directly related to the number of open cases, the number of staff, and the number of volunteers.

Priorities

- Additional staff offices to accommodate CJC staff and staff from Clearwater and St. Petersburg.
- Interview rooms.
- Meeting space — small and large — for training and mediation.

More storage for open files.



G. COURT SECURITY

The Pinellas County Sheriff's Office provides court security. It includes operating the holding center in the Criminal Justice Center, the holding cells adjacent to the courtrooms, bailiff services for each court when it is in session, and operating security screening at the entrances to the building.

Current Situation

The courthouse opens at 7:30 AM and closes at 8:00 PM. Security checkpoints are staffed at the public entrance, the employee entrance, and the maintenance entrance. Although the line gets long at the public entrance, there is usually no more than a 10-minute wait. Multiple security officers and deputies staff the employee entrance. One security officer is stationed at the maintenance entrance.

There are 63 deputies who act as bailiffs and 25 deputies assigned to court holding. Because of budget cuts, the number of bailiff's positions was reduced by 16 in 2008 and another 16 in 2009.

Inmate movement to court holding begins between 4:30 AM and 5:00 AM for 8:00 AM court. All defendants are brought over to court holding by 7:00 AM for the whole day. The maximum capacity of holding is approximately 200. Groups are taken back to jail during the course of the day after finishing court. On busy days, holding cells stay full. Several separate court-holding cells are necessary for "keep separates", co-defendants, and various inmate classifications.

It requires three people to operate the court holding control room:

- One person running elevators
- One person keeping track of movements
- One person controlling doors

There are 12 courtrooms on the 3rd and 4th floors of the Criminal Justice Center. Each two courtrooms have a holding cell and each holding cell has to be staffed if it is in use. This is very inefficient for Court Security staffing.

There are three BUDD Security officers on duty at night in the Criminal Justice Center. BUDD Security has to be in the building at night because the fire alarm system does not automatically notify the fire department. They also sign the cleaning crew and maintenance in/out and there are "lots of after hour activities" in the Criminal Justice Center.

Current Space Deficiencies/Issues

- There are not enough security cameras.
- A major issue is the inefficiency of one holding cell for each two courtrooms.
- Court holding is "maxed out."
- There are no janitorial closets in holding — currently converting one holding cell to a janitorial closet. Inmate workers from the jail are used to clean the holding area.

Future space need

- Space projections for Court Security depend on what is going on in the criminal justice system, both increases in criminal cases and practices of the various components.
- A 34% growth factor is more likely than the 22%. The unweighted factor is recommended to predict workload growth.
- If the public entrance volume increased by 40%, another magnetometer will be needed at the front door.
- Expand court holding.

Priorities

- Re-do the security system (**HIGH PRIORITY**)
 - More cameras including the main corridors and parking lots.
 - High-resolution cameras over the front door security stations that feed into a DVR system to record what people entering are placing in the trays. People have claimed that items were stolen out of a tray.
 - Add a new motion detection system to help with after hours security.
- Change out the Simplex fire control system, fire control panel, and software/panel.





H. FACILITY OPERATIONS

The Facility Operations Department provides a broad base of services to County Departments and agencies in the management of buildings and other facilities. These services include coordinating County efforts related to planning, designing, and managing buildings and their systems, equipment, and furniture.

Current Situation

Facility Operations occupies approximately 10,500 square feet on the first floor and 4,500 square feet on the second floor of the Criminal Justice Center. First floor spaces are in the Northeast corner of the building and include offices, conference room, break room, workshop, and storage. The facility loading dock is adjacent the Facility Management spaces. The second floor space includes the tool crib, hurricane equipment and filter and document storage.

Facility Management has been changing how they do business. Preventive maintenance is the new focus. This should reduce the amount of maintenance that has to be done. Outsourcing repairs that have been done in-house, will keep current staff from increasing. Facilities Management has dropped from 32 to 28 staff.

They do not do as much bulk buying as in the past. Now, they buy when needed. It is cheaper, there is no inventory to control, and no moving around.

Facility Management currently has 3 panel trucks, 4 pickups, 1 van and 4 golf carts parked in the parking area next to the loading dock. Facility Management will gain a couple of parking spots when they downsize the number of department vehicles.

The recycle space is half of 1st floor storage areas on Northeast side. Currently, lamps and paper is recycled and looking at recycling shredded paper which is very bulky. Bottles and cans may be added in the future. There is insufficient space for current recycling.

Delivery problems are a mix of vehicle types — not enough space for turnarounds. Need a truck only delivery area.

Current Space Deficiencies/Issues

- The greatest space/facility problems faced by Facility Management include:
 - Energy management
 - Accessibility to life safety, lighting, and special equipment — have to rent equipment to change lights in the atrium.
 - Building electronic locks
 - Crowd control — there is a bottleneck at the front door of the Criminal Justice Center.
- The biggest issue is re-cycle space for bottles, cans, and paper. These are bulky items. A 100% increase in volume of recycling is expected.
- Parking in the maintenance parking area behind the building by the loading dock is a problem. Vendors are really clogging it up and there is not enough turning radius for delivery trucks.
- There is no "master" lock system. There are different types of locks for each building.
- The lighting system in the courtrooms is obsolete.

Future space need

- Facilities Management does not see adding new staff in the next 10 years and there is room for growth in the Facilities Management office area.
- The current vehicle fleet will downsize — will lose one panel truck and one van. They will keep the pickup trucks and the carts.
- More vendor parking will be needed.
- More space will be needed in the future for recycling.

Priorities

- Improve signage throughout the facility and on the campus to better direct people where they need to go.
- Increase space for re-cycling by 300 to 500 square feet to 1400 to 1600 square feet.

- Move facilities parking to the East to make more room for judges parking and more efficient truck deliveries
- Improvements to the MEP systems serving the building. See the mechanical and electrical reports later in the report.
- A new consolidated control system to replace the current "disjointed" system.

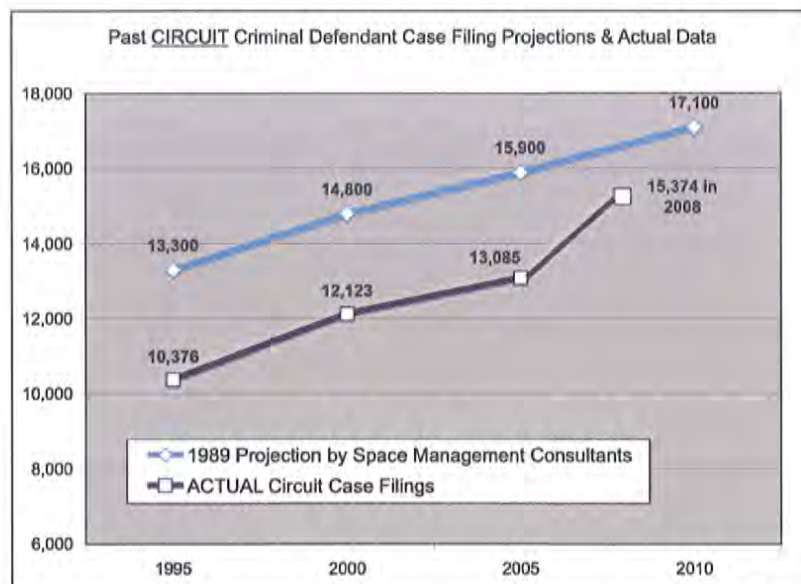


III. PREVIOUS PROJECTIONS OF NEED – 1989 MASTER PLAN

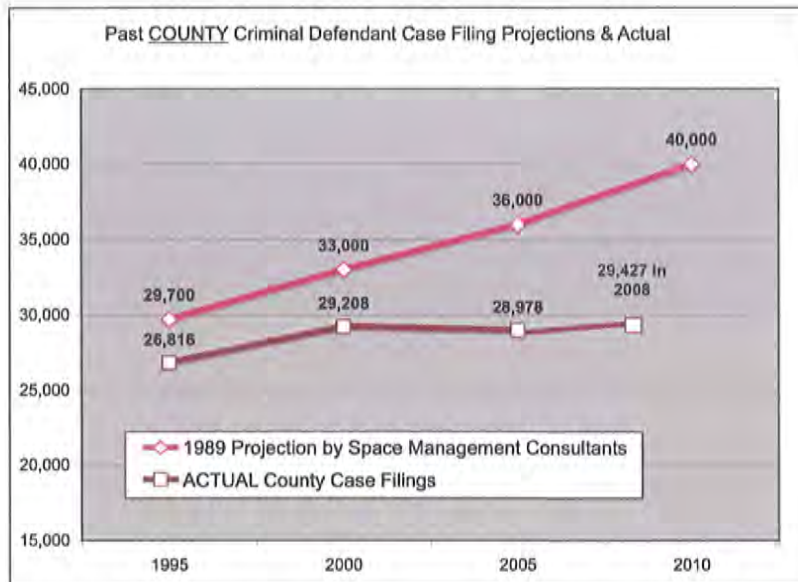
In 1989, Space Management Consultants prepared the Master Plan on which the Criminal Justice Center (CJC) was based. The Master Plan provided statistical projections of caseload and estimated the amounts of square footage needed for a future CJC facility. The study also projected the needs of all of the other court facilities within the Pinellas County system. As a matter of historical record, K&A documents below some of the historically interesting data from the 1989 report that applies to the CJC. K&A wants to be clear that in doing so there is no critique implied one way or the other.

A. CRIMINAL CASE FILINGS

The Master Plan projected that in the year 2005 the Circuit Courts would manage 15,900 criminal case filings. The actual amount of case filings for 2005 was 13,085 (82% of the projection) although with a surge in cases brought about in part by changes in legislation, 15,374 (97%) cases were filed in Circuit Court in 2008. These figures are charted below.



The Master Plan projected 36,000 County Court criminal cases would be filed in 2005. The actual number of cases filed in 2005 were 28,978 (80%). In 2008, 29,427 (82%) cases were filed. This case history and the projections are charted below.



B. COUNTY POPULATION

The basis for the projections done in 1989 was in part projections of county growth. At that time it was projected that there would be 1,048,000 people in Pinellas County in 2005 and 1,160,000 people in 2010. The most recent population estimate done for 2005 by the State Office of Economic and Demographic Research turned out to be 949,760 (91% of the projection) and the estimate for 2010 is 980,346 (94%). It has also been said recently that for the first time the county population may actually be in decline based on the severe economic circumstances experienced in 2008 and 2009.

C. JUDGESHIPS

The space planning for the courts was based on an estimated need for 23 criminal courts through the year 2010. The study anticipated 11 circuit judges, 9 county judges and 3 juvenile court judges. In 2009 the CJC had 23 courtrooms for 10 Circuit courtrooms and 8 County courtrooms and an Advisory courtroom that was a later renovation project. There are also four courtrooms used by Circuit judges for juvenile matters (UFC) for a total of 23 courtrooms.

D. SPACE

The space program on which the CJC was designed specified a need through 2010 of 445,540 gross square feet. The CJC facility as it currently exists actually provides 512,400 gross square feet, or 15% more. The difference may be accounted for in the extensive lobby and corridor systems in the facility some of which creates the impressive aesthetic of the building.

IV. COURTROOM UTILIZATION

There was interest expressed by the county to exam the possibility of sharing courtrooms by one judge or more. One of the opinions expressed was that courtrooms were occupied less than half the time, thus setting up the possibility of court scheduling that would allow a shared use of court space in lieu of some new courtroom construction.

In considering this question, the consultants were well aware of the potential difficulties which arise with courtroom sharing. Schedules are not always predictable and that sometimes calls for the court to convene quickly and without much prior notice. The extent of time in court varies from day to day and does not necessarily involve consistent adjournment times that allow routine court sharing. Further, the consultant was aware of past difficulties faced by the chief judge and the judge in charge of the probation revocation court having to share a courtroom and in some cases manage the scheduling of murder cases in more than one courtroom. At present, there are 26 judges, including one magistrate, in the Pinellas County Criminal Justice Center and only 23 courtrooms.

Lastly, the consultant was aware of the tendency of judges to identify with a courtroom as their courtroom, as well as the tendency of the public and attorneys to associate a courtroom with a judge. Judges also tend to store certain papers, books and resources in a courtroom making them readily accessible to the judge when he or she takes the bench.

In order to study this question statistically the consultant sought and obtained records kept by court security staff on the adjournment times of the various courtrooms in the CJC.

The consultants learned that the typical start-up time for a court was 8:30 in the morning though one court starts earlier. The consultants evaluated how deep into the day the courts were in session on average, what their latest time in session was and what their earliest adjournment time was. The consultants had monthly summary adjournment data from January 2008 to March 2009.

Essentially, the consultants found that on average Circuit Courts adjourned at **2:25 p.m.** and County Courts adjourned at **2:27 p.m.** While there were months when average adjournment times were declared in the morning (**10:39 a.m.** being the earliest average for any one court), there were also months when average adjournments were in the late afternoon (**5:58 p.m.** being the latest monthly average). The general conclusion drawn from the study was that there were not, for example, significant blocks of time in the afternoon into which one might confidently schedule another judge for all or a significant part of his or her caseload. Generally speaking, given the reality of court dockets and timeframes required for docket resolution, the courtrooms appeared to be utilized more extensively than many people might have thought.

Below are the average start times for each courtroom at the CJC as of summer 2009:

- Court Room 1 – Division Q & J – Felony - Normally starts at 0830
- Court Room 2 – Division A – Felony - Normally starts at 0830
- Court Room 3 – Division T – Felony - Normally starts at 0830

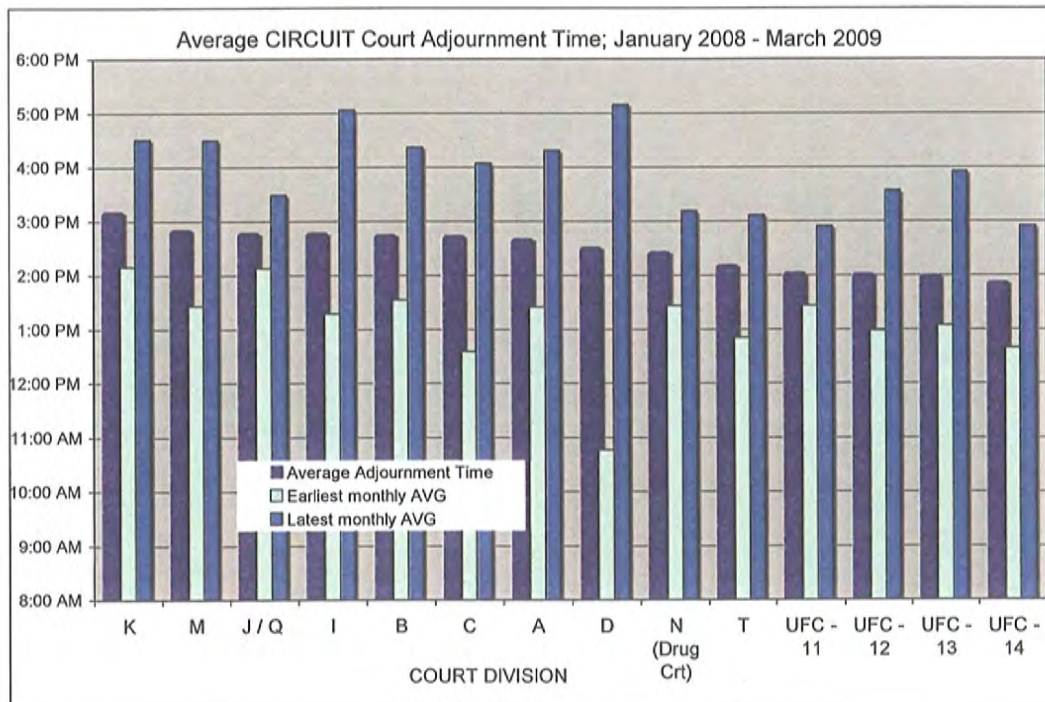
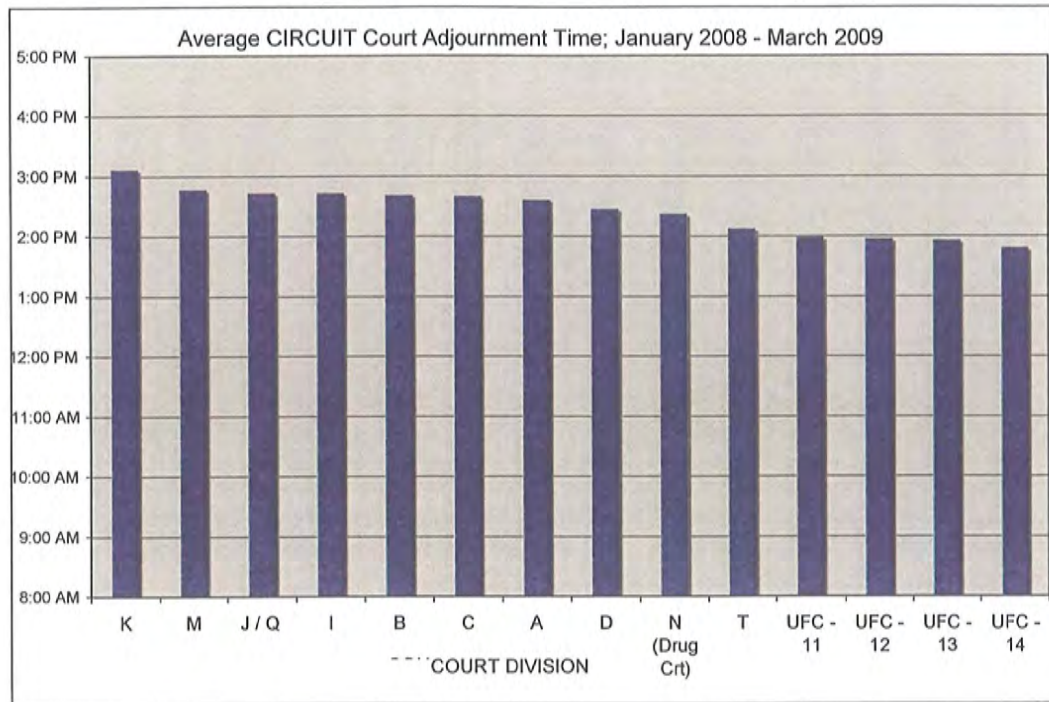
- Court Room 4 – Division I – Felony - Normally starts at 0830
- Court Room 5 – Division B – Felony - Normally starts at 0830
- Court Room 6 – Division M – Felony - Normally starts at 0830
- Court Room 7 – Division D – Felony - Normally starts at 0830
- Court Room 8 – Division C – Felony - Normally starts at 0830
- Court Room 9 – Division K – Felony - Normally starts at 0830
- Court Room 10 – Division N – Felony - Normally starts at 0830
- Court Room 11 – Unified Family Court – Juvenile - Normally starts at 0830
- Court Room 12 – Unified Family Court – Juvenile - Normally starts at 0830
- Court Room 13 – Unified Family Court – Juvenile - Normally starts at 0830
- Court Room 14 – Unified Family Court – Juvenile - Normally starts at **0730**
- Court Room 15 – Division P – Misdemeanor – Normally starts at 0830
- Court Room 16 – Division O – Misdemeanor – Normally starts at 0830
- Court Room 17 – Division E – Misdemeanor – Normally starts at 0830
- Court Room 18 – Division H – Misdemeanor – Normally starts at 0830
- Court Room 19 – Division R – Misdemeanor – Normally starts at 0830
- Court Room 20 – Division G – Misdemeanor – Normally starts at 0830
- Court Room 21 – Division F – Misdemeanor – Normally starts at 0830
- Court Room 22 – Division L – Misdemeanor – Normally starts at 0830
- Court Room 23 – Misdemeanor Advisory 0830 – Felony Advisory 1330

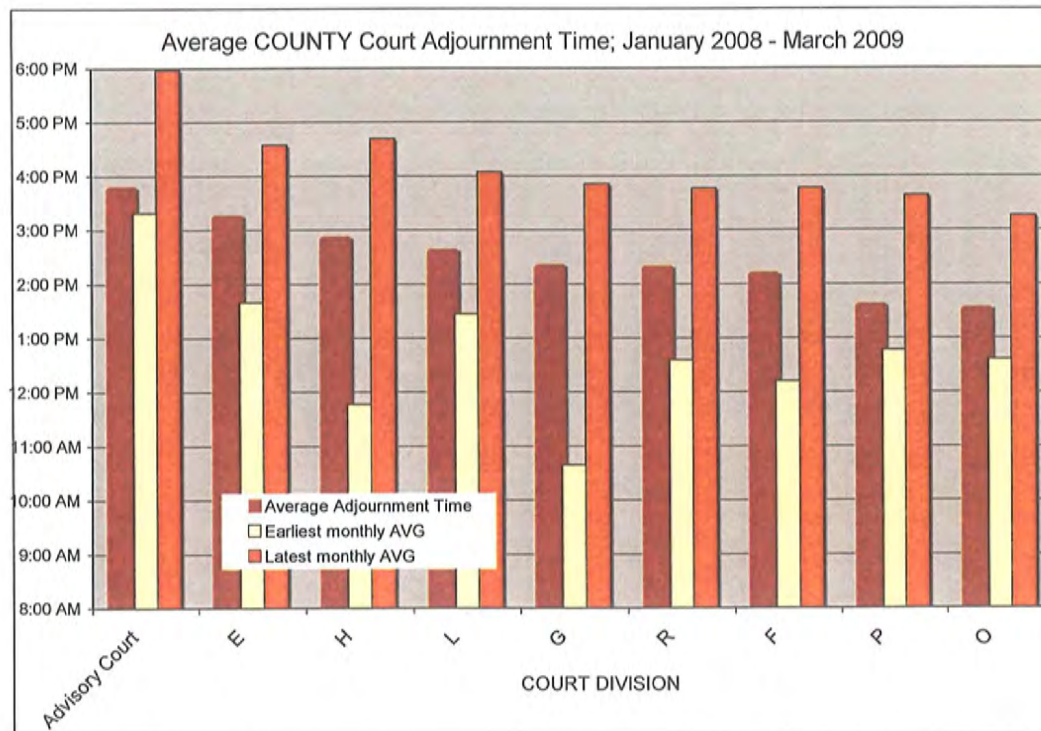
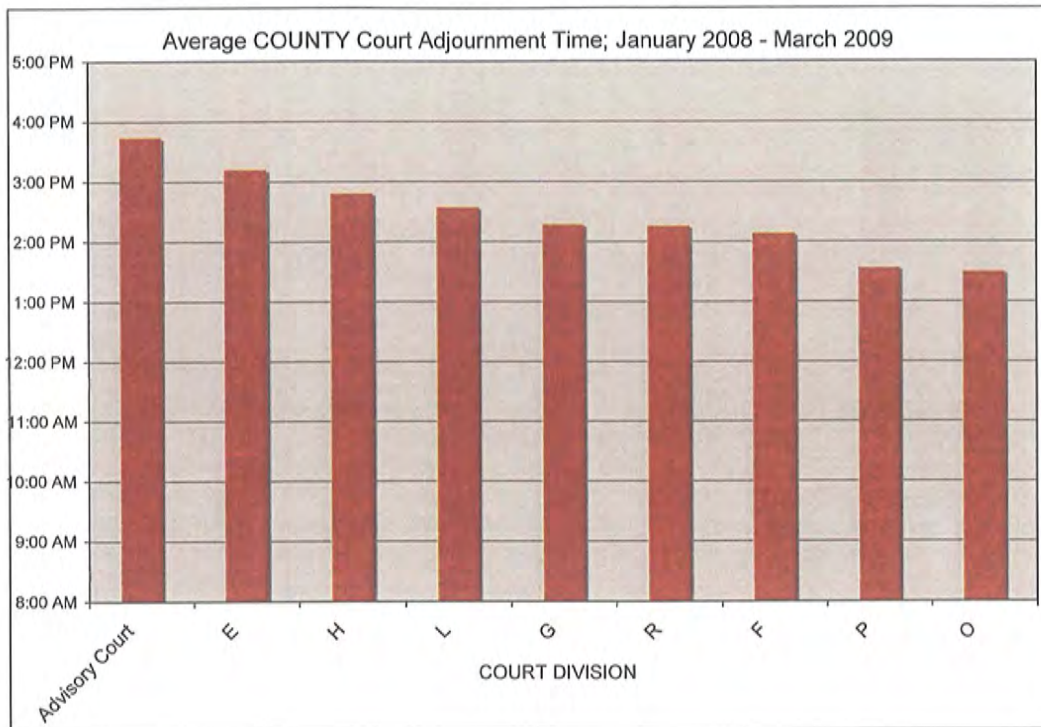
Below is a table and a series of charts which document the average adjournment times for the Circuit and the County Courts. The courts are not identified by the names of judges but rather by the letter designation given the courts within the system.

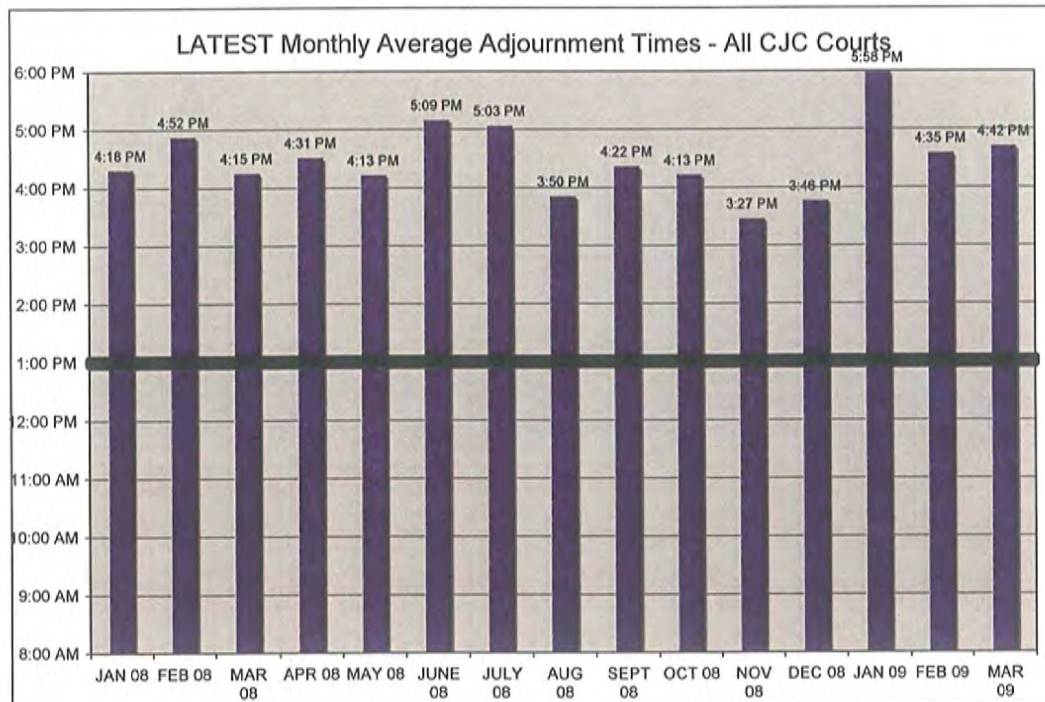
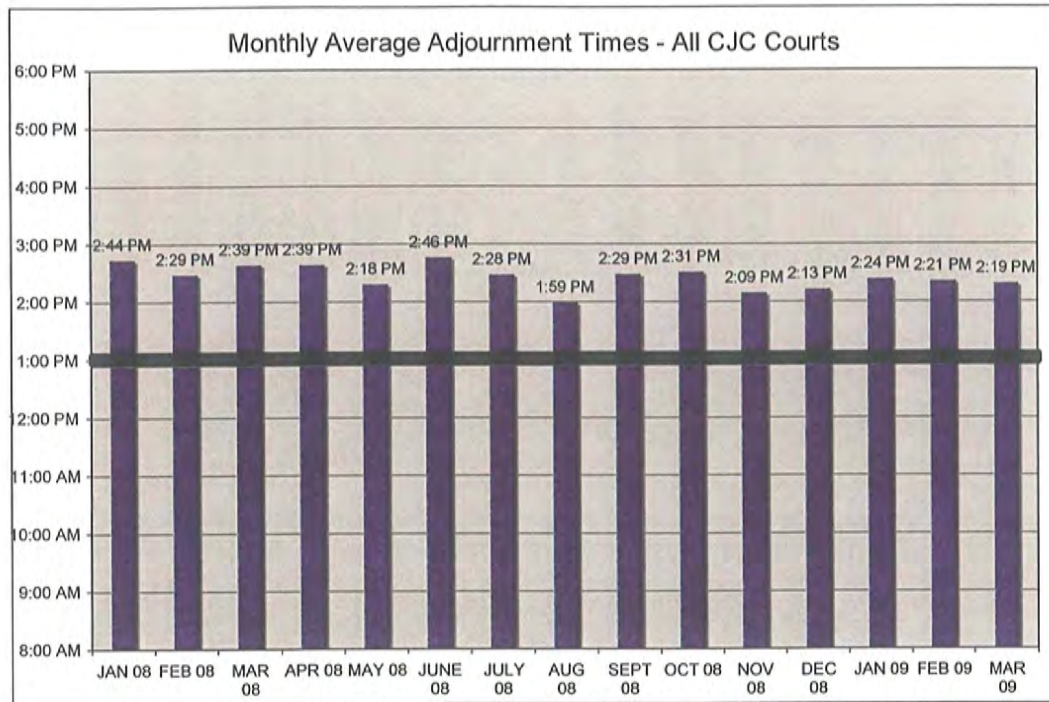
MONTHLY ADJOURNMENT TIME STUDY

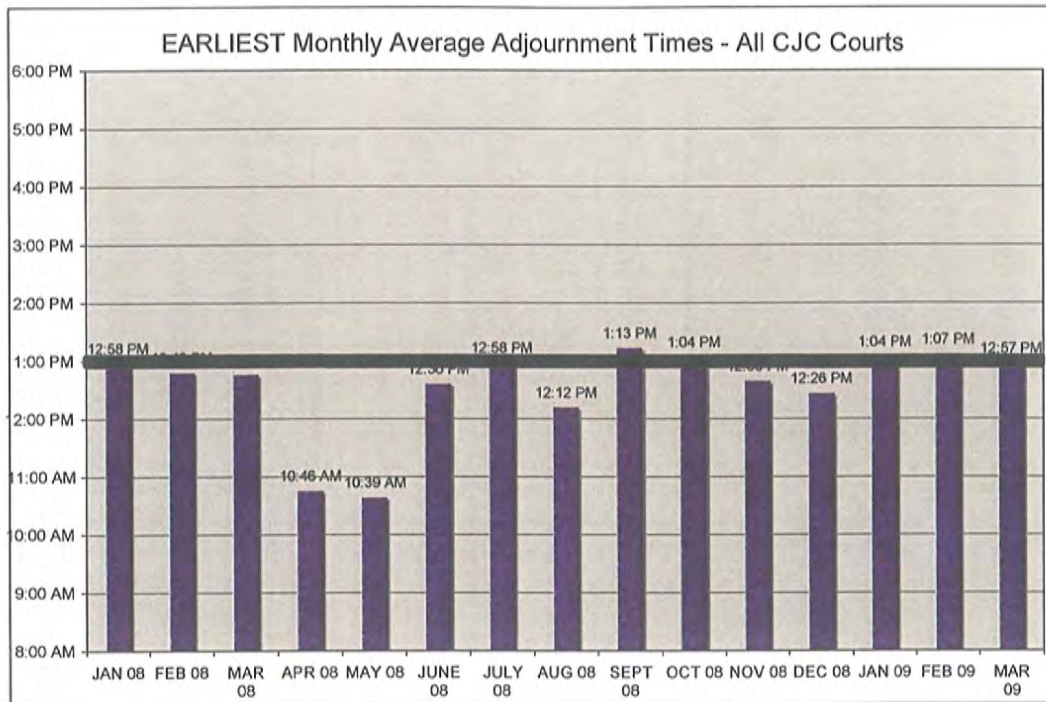
Drawn from monthly summary data from January 2008 through March 2009 as compiled by Court Security
Average Start time is 8:30 am

a.	b.	c.	d.	e.	f.	g.	h.	i.
DIVISION	Courtroom Number	Courtroom Type	AVG % of 8a-5p day gone at Adjournment	Average Adjournment Time	AVG HOURS left until 5 pm	Earliest monthly AVG	Latest monthly AVG	Spread between Earliest & Latest (h.-g.)
Advisory Court	23	County	84%	3:44 PM	1:15	3:19 PM	5:58 PM	2:39
E	17	County	78%	3:12 PM	1:47	1:39 PM	4:35 PM	2:55
K	9	Circuit	77%	3:07 PM	1:52	2:09 PM	4:31 PM	2:21
H	18	County	73%	2:48 PM	2:11	11:46 AM	4:42 PM	4:55
M	6	Circuit	73%	2:47 PM	2:12	1:26 PM	4:30 PM	3:04
I	4	Circuit	72%	2:43 PM	2:16	1:17 PM	5:03 PM	3:46
J / Q	1	Circuit	72%	2:43 PM	2:16	2:07 PM	3:29 PM	1:21
B	5	Circuit	71%	2:41 PM	2:18	1:32 PM	4:22 PM	2:49
C	8	Circuit	71%	2:40 PM	2:19	12:35 PM	4:04 PM	3:29
A	2	Circuit	70%	2:36 PM	2:23	1:25 PM	4:18 PM	2:53
L	22	County	70%	2:34 PM	2:25	1:26 PM	4:05 PM	2:38
D	7	Circuit	68%	2:27 PM	2:32	10:46 AM	5:09 PM	6:23
N (Drug Crt)	10	Circuit	67%	2:22 PM	2:37	1:26 PM	3:11 PM	1:45
G	20	County	66%	2:17 PM	2:42	10:39 AM	3:51 PM	5:12
R	19	County	66%	2:16 PM	2:43	12:35 PM	3:46 PM	3:10
F	21	County	64%	2:08 PM	2:51	12:12 PM	3:47 PM	3:34
T	3	Circuit	64%	2:07 PM	2:52	12:51 PM	3:06 PM	2:15
UFC - 11	11	Circuit	63%	1:59 PM	3:00	1:26 PM	2:54 PM	1:28
UFC - 12	12	Circuit	62%	1:57 PM	3:02	12:59 PM	3:34 PM	2:35
UFC - 13	13	Circuit	62%	1:55 PM	3:04	1:04 PM	3:55 PM	2:51
UFC - 14	14	Circuit	60%	1:48 PM	3:11	12:39 PM	2:55 PM	2:15
P	15	County	57%	1:33 PM	3:26	12:46 PM	3:38 PM	2:51
O	16	County	56%	1:30 PM	3:29	12:36 PM	3:16 PM	2:39
Averages			68%	2:26 PM	2:33	12:59 PM	4:01 PM	3:02









V. GROWTH FACTORS & SPACE OCCUPANCY LEVELS

A. CREATING THE FACTORS

For the purposes of long-term space master planning, factors related to growth or decline need to be calculated in order to have a base estimating capability. Within the court system there are different rates of growth based on different types of workload for the various departments within the Criminal Justice Center (CJC).

The consultants gathered a wide assortment of data from various sources in order to make projections relevant to each group within the CJC. While much of this data was case-related there were other measurements of workload that applied.

The consultants met with the various agencies and department heads and discussed with them the various factors that might best indicate long-term rates of change for their agency and thus base projections of space need growth. During the meetings the consultants reached concurrence with the users as to appropriate data bases to apply and appropriate long-term growth rates that should be used in estimating long-term space needs. The table below identifies the data base used and the growth factors agreed to by the consultant team and the various users.

It should be noted that these growth factors are based on historical data. The current situation at the time of this study was significantly in flux as a result of the severe economic downturn experienced in 2008-09 and the subsequent reduction in budgets, staffing, and county population. While the situation at the time of this report had not quite stabilized the consultants did pick the level of staffing and workload in the summer of 2009 as the departure point. Additionally, in application, the consultants reduced the long-term factors when estimating future space need in deference to recent fundamental changes in budgets. For example, the general 1.38 growth factor for all cases was dropped to 1.30 in application.

RECOMMENDED GROWTH FACTORS PER OCCUPANT:

OCCUPANTS:	Projection based on 1999-2008 data	Projection Based on 1990-2008 data	Selected	Adjusted, Applied	GROWTH FACTOR RECOMMENDED:
a Cafeteria			TBD	TBD	Total Facility Traffic (TBD)
b Clerk of the Circuit Court	1.50	1.26	1.38	1.30	Weighted TOTAL Cases (Adult & Juvenile)
c Conference	1.50	1.26			Weighted TOTAL Cases (Adult & Juvenile)
d Court Administration	1.50	1.26	1.38	1.30	Weighted TOTAL Cases (Adult & Juvenile)
e - Adult Drug Court staff	1.90	1.41	1.74	1.52	Drug Caseload
f - Behavioral Evaluation	1.50	1.26	1.38	1.30	Weighted TOTAL Cases (Adult & Juvenile)
g - Court Technology	1.50	1.26	1.38	1.30	Weighted TOTAL Cases (Adult & Juvenile)
h ADULT Court Holding	1.22	1.34	1.34	1.30	Total Unweighted ADULT Cases (Circuit & County)
i Court Security					Total Facility Traffic
j Courts:			1.38	1.30	
k - Circuit Judgeships	1.62	1.36			Weighted CIRCUIT Cases
l - County Judgeships	1.38	1.10			Weighted COUNTY Cases
m - Drug Courts	1.90	1.41			DRUG Cases (Unweighted)
n - UFC Courts	1.26	1.12			Weighted Juvenile Dependency & Delinquency Cases
o Dept. of Corrections	1.62	1.41	1.52	1.30	Unweighted CIRCUIT Cases
p Facility Operations			TBD	TBD	Square Feet (TBD)
q Guardian Ad Litem	1.53	1.25	1.53	1.45	Juvenile Dependency Cases (Unweighted)
r Media	1.50	1.26			Weighted TOTAL Cases (Adult & Juvenile)
s Public Defender 2002-Feb 2009 data			4-33	4-33	Public Defender Cases 2002-Feb 2009
t Public Defender 2002-2007 data			4-94	4-94	Public Defender Cases 2002-2007
u Public Defender	1.50	1.26	1.38	1.30	
v Salvation Army	1.01	1.31			Unweighted COUNTY Cases
w State Attorney	1.50	1.26	1.38	1.30	Weighted TOTAL Cases (Adult & Juvenile)

B. OFFICE AND WORK STATION VACANCIES

Many of the space needs within the CJC are driven by the need to accommodate staff. Functions that are driven largely by office-accommodated staff such as the State Attorney's office and the Public Defender's office need to have their space demands calculated differently than one would calculate the need for courtrooms.

To get an actual departure point for long-term space needs estimates as well as the phasing of facility expansion, the consultants conducted an exercise to identify the extent to which agencies and departments are out of space or have space left into which they can expand before they need new, added square footage.

The consultants began the process by using drawings of the CJC prepared by American Building Calculations in 2007. This work, which accurately laid out the building in computer (CAD) form, also documented all of the occupants of the various office areas and identified offices or workstations that were vacant at the time. The consultants then designed and issued a survey to CJC users to obtain current information as to the extent of occupancies or vacancies within their office areas. After receiving responses, the consultants tabulated them and then arranged for meetings with the users to verify and discuss the data and its relevancy to the growth factors created previously.

The table on the next page documents the information obtained from the users regarding occupancies and vacancies in the use of offices and staff workstations. It should be noted that these office and workstations occupancy levels do not deal with other sorts of space needs by the agencies such as meeting rooms, conference rooms, storage, training space, and so forth.

CRIMINAL JUSTICE CENTER - PINELLAS COUNTY

Office & Work Station Space

Existing Offices and Work Stations & Vacant space available for expansion

6/5/09

Ranon/Kimme

NOTE: The "Vacant 9/07" data was taken from drawings prepared by American Building Calculations in September of 2007.

NOTE: The "Vacant 2009" data came from surveys sent to the occupants by K&A. Received survey data is highlighted by light blue boxes

CLERK of the CIRCUIT COURT

1st floor: Jury Assembly
1st floor: Stenographic
1st floor: Mail Room
1st floor: dependency
2nd floor: Accounting
2nd floor: Clerks
2nd floor: Other
2nd floor: Call center
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
1	0	
2	0	
0	0	
2	0	
1	0	
4	0	
0	0	
0	0	
0	0	
10	0	0

Work Stations	Vacant 9/07	Vacant 2009
4	0	
6	0	
4	0	
0	0	
13	3	
215	69	
4	0	
5	0	
254	72	25

COURT ADMINISTRATION

1st floor: West (adjacent to East)
1st floor: East (adjacent to West)
1st floor: (1 courtroom)
2nd floor: Digital Court reporter
2nd floor: Business
3rd floor: (12 County courtrooms)
3rd floor: Behavioral Evaluation
3rd floor: Juvenile Diversion
3rd floor: Unified Family Court
3rd floor: Court Technology
4th floor: (10 Circuit courtrooms)
4th floor: Adult Drug Court
4th floor: Criminal Admin
4th floor: Staff Attorneys (Legal)
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
3	0	
3	3	
0	0	
3	0	
10	0	
26 **	0	
9	0	
2	0	
4	0	
6	0	
27 ***	0	
2	0	
2	0	
9	0	
106	3	7

Work Stations	Vacant 9/07	Vacant 2009
0	0	
4	4	
0	0	
9 *	0	
1	0	
0	0	
-	-	
-	-	
0	0	
1	4	1
1	0	
19	5	3

4 staff

22 staff

9 staff

25 staff

7 staff

2 staff

5 staff

6 staff

25 staff

3 staff

1 staff

7 staff

115 staff

* 8 court reporter stations in one room
** 13 chambers** 14 chambers

COURT SECURITY/SHERIFF

1st floor: security
1st floor: pretrial services
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
8	0	
0	0	
8	0	0

Work Stations	Vacant 9/07	Vacant 2009
16	0 *	
7	0	
23	0	0

* Space available to double stations

DEPT of CORRECTIONS

1st floor
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
1	0	
1	0	0

Work Stations	Vacant 9/07	Vacant 2009
9	1	
9	1	0

FACILITY MANAGEMENT

1st floor
2nd floor
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
9	0	
9	0	0

Work Stations	Vacant 9/07	Vacant 2009
1	0	
1	0	0

GUARDIAN AD LITEM

4th floor
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
11 *	0	-14
11	0	-14
	0%	-127%

Work Stations	Vacant 9/07	Vacant 2009
3	0	0
3	0	0

* Serving 25 staff

PUBLIC DEFENDER

1st floor
2nd floor
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
65 *	6	20
83	1	20
148	7	20
	5%	14%

Work Stations	Vacant 9/07	Vacant 2009
29 **	6	7
20	6	7
49	12	7
	24%	14%

* Two offices serve multiple interns; ** four staff in one enclosed room.

SALVATION ARMY

1st floor
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
4	0	
4	0	0

Work Stations	Vacant 9/07	Vacant 2009
4	0	
4	0	0

STATE ATTORNEY

1st floor (files,invest,minor,comm)
2nd floor (Juv, Child protect, DV)
3rd floor (1/2 Misd, 1/2 Felony)
4th floor (Felony, Admin, Appeals)
Totals:
Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
24	1	
50	1	
70	6	
45	7	
189	15	12
	8%	6%

Work Stations	Vacant 9/07	Vacant 2009
70	17	
56	12	
41	13	
32	4	
199	46	28
	23%	14%

CJC BUILDING TOTALS:

Vacancy rate:

Offices	Vacant 9/07	Vacant 2009
486	25	25
	5%	5%

Work Stations	Vacant 9/07	Vacant 2009
561	136	63
	24%	11%

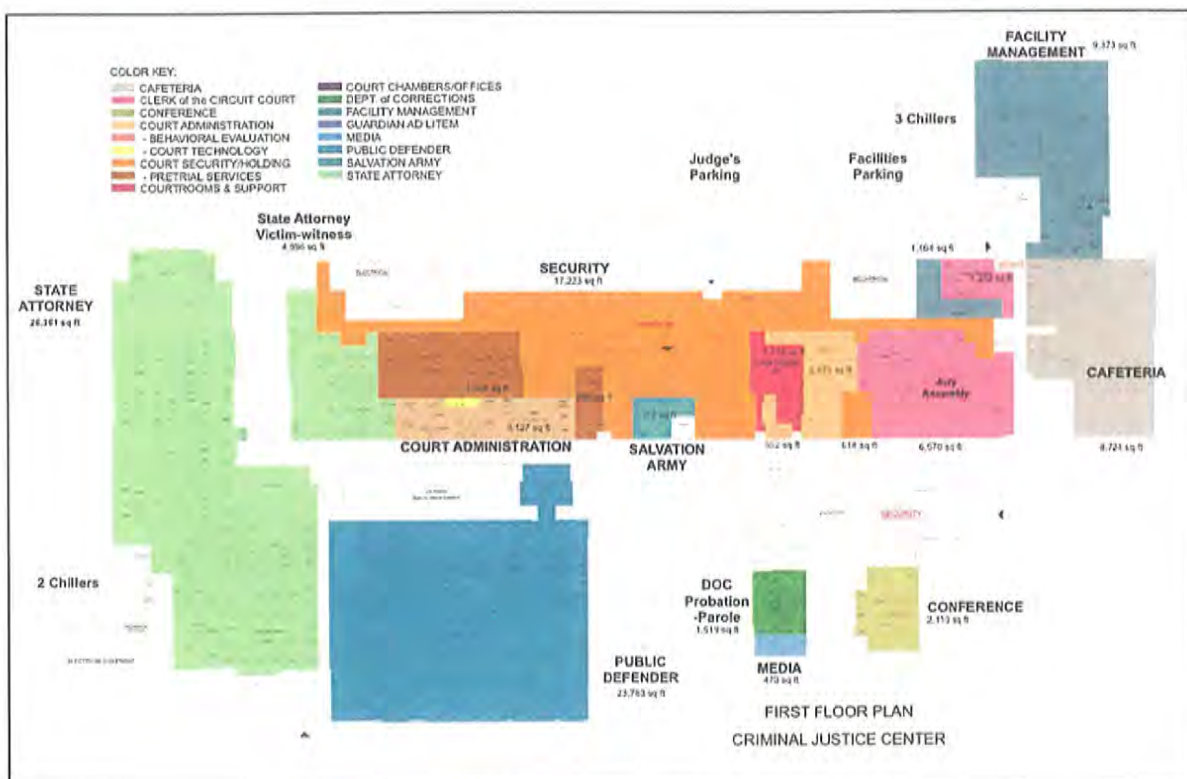
When one reviews this data it clearly shows that certain offices such as the State Attorney's office and the Public Defender's office have sufficient vacant office and workstations space that they can sustain initial levels of workload and staff growth without needing additional square footage. On the other hand, there are areas like the Guardian Ad Litem that are clearly overcrowded today and which occupy space that will only become increasingly insufficient as time marches forward and projected workloads grow.

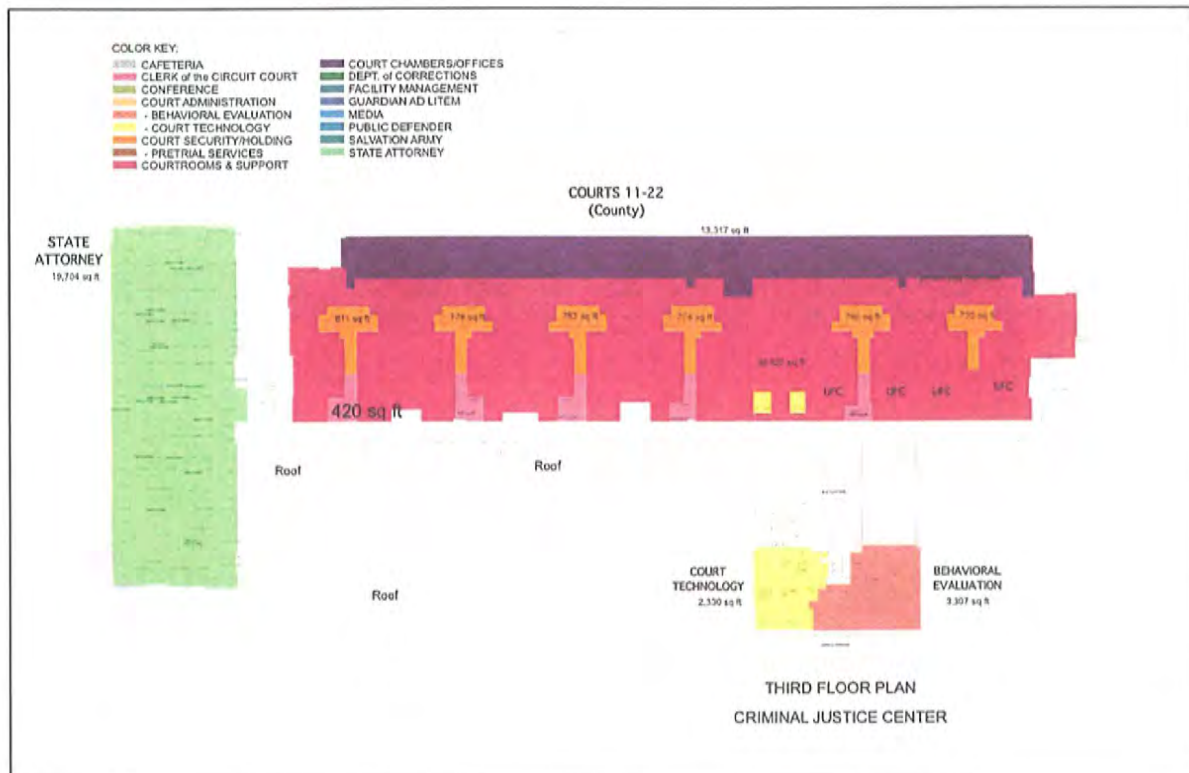
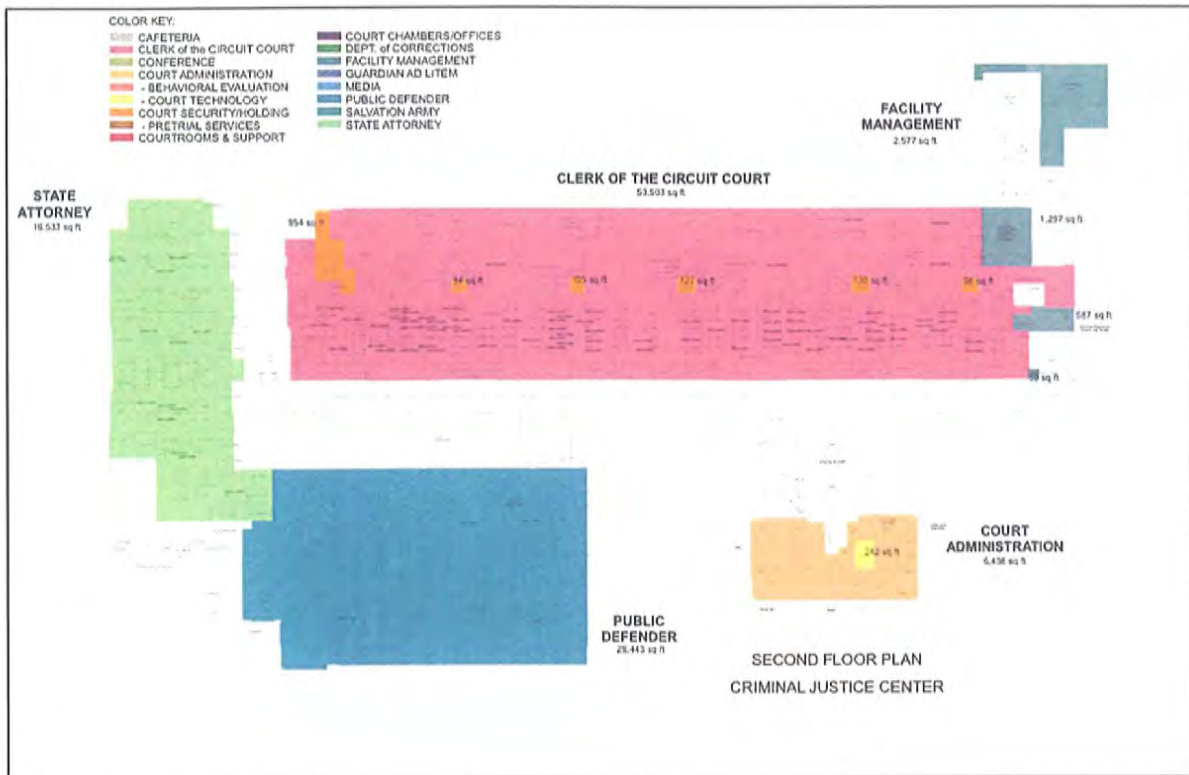
VI. SPACE NEEDS ANALYSIS

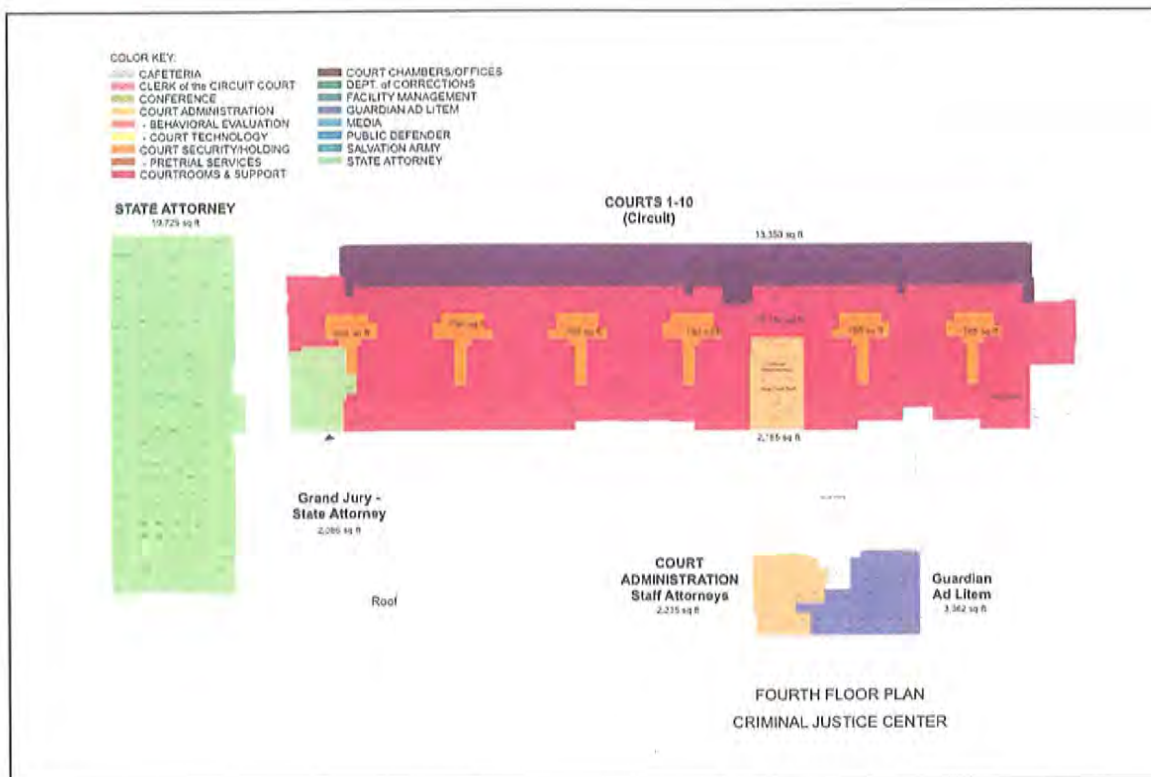
A. SPACE INVENTORY

To initiate the identification of space needs it was important to first identify exactly how the existing CJC space was used and how space was assigned to the various users of the facility. The consultants begun this process by reviewing the drawings prepared by American Building Calculations (ABC) with the building occupants. As a result of this exercise a series of changes were made to the ABC drawings to bring space designations up-to-date.

The drawings below, which have been provided by K&A to the county in electronic CAD form, use a color-code to identify the different users of the CJC and where they occupy space. This color code is applied uniformly from floor to floor so that one can readily identify a component's space on each floor. Unassigned central corridors and utility spaces, such as toilets, are left un-colored.







The table below identifies each of the facility users and the amounts of gross square footage (gsf) they currently occupy per floor. It also identifies the total gross square footage they occupy in the building. The gross square footage indicated essentially includes all of the net square footage they occupy in the form of rooms, offices, conference rooms, and the like but also includes built floor area covered by walls, internal corridors and mechanical chases within the perimeters of their given areas. The chart which follows graphically illustrates space in a way that matches the color coding of the above drawings.

SPACE SUMMARY

6/15/09

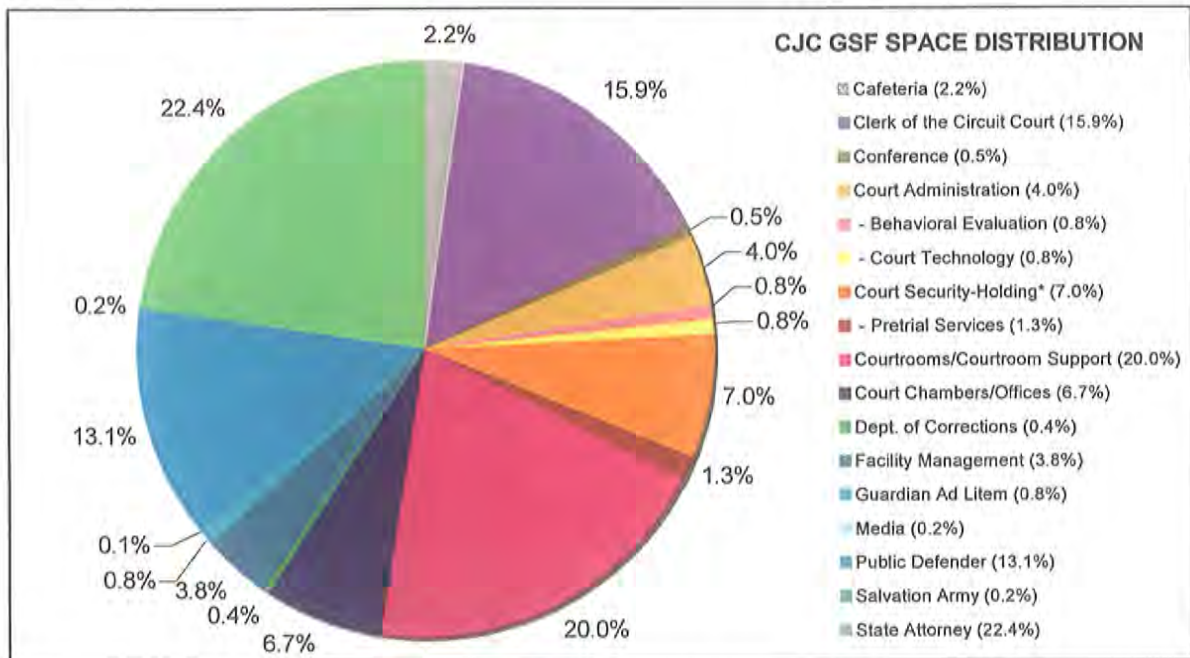
COMPONENT GROSS SQUARE FEET

CRIMINAL JUSTICE CENTER - PINELLAS CO. FL

Taken from 9/07 drawings prepared by American Building Calculations, and modified by K&A

Component:	1st Floor	2nd Floor	3rd Floor	4th Floor	Totals	Percent of Total
Cafeteria (2.2%)	8,724				8,724	2.2%
Clerk of the Circuit Court (15.9%)	7,822	53,503	1,933		63,258	15.9%
Conference (0.5%)	2,113				2,113	0.5%
Court Administration (4.0%)	5,949	5,438		4,420	15,807	4.0%
- Behavioral Evaluation (0.8%)			3,307		3,307	0.8%
- Court Technology (0.8%)	137	242	2,628		3,007	0.8%
Court Security-Holding* (7.0%)	17,223	1,398	4,666	4,627	27,914	7.0%
- Pretrial Services (1.3%)	5,092				5,092	1.3%
Courtrooms/Courtroom Support (20.0%)	1,773		39,825	38,182	79,780	20.0%
Court Chambers/Offices (6.7%)			13,317	13,350	26,667	6.7%
Dept. of Corrections (0.4%)	1,519				1,519	0.4%
Facility Management (3.8%)	10,537	4,511			15,048	3.8%
Guardian Ad Litem (0.8%)				3,362	3,362	0.8%
Media (0.2%)	470				470	0.1%
Public Defender (13.1%)	23,783	28,443			52,226	13.1%
Salvation Army (0.2%)	917				917	0.2%
State Attorney (22.4%)	31,257	16,533	19,704	21,811	89,305	22.4%
TOTALS	117,316	110,068	85,380	85,752	398,516	100.0%
BUILDING GROSS SQUARE FEET	160,165	142,735	104,749	104,766	512,415	
Gross to Component Gross Factor	1.37	1.30	1.23	1.22	1.29	

* Includes holding centers on courtroom floors 3 & 4 and elevator shafts on floor 2.



The preceding square footages are the take-off point for the space estimates needed to provide the county with a year 2030 phased master plan for CJC expansion. These square footages will be considered against additional needs identified in the basic questionnaire

responses provided by each user, the assessment of their occupancy/vacancy rates, and their projected growth factors.

B. COURTROOMS

There are 23 courtrooms in the facility, one of which, court 23 on the first floor, was added well after the original construction. There are 10 Circuit courtrooms on the fourth floor, four UFC courtrooms operated by Circuit judges on the third floor, and 8 County courtrooms on the third floor. The table below identifies and locates the courtrooms.

**PINELLAS COUNTY, FL CJC
COURTROOM LOCATION & TYPE**

DIVISION	Courtroom Number	Courtroom Type	Floor Court is on
A	2	Circuit	4th
Advisory Court	23	County	1st
B	5	Circuit	4th
C	8	Circuit	4th
D	7	Circuit	4th
E	17	County	3rd
F	21	County	3rd
G	20	County	3rd
H	18	County	3rd
I	4	Circuit	4th
J / Q	1	Circuit	4th
K	9	Circuit	4th
L	22	County	3rd
M	6	Circuit	4th
N (Drug Crt)	10	Circuit	4th
O	16	County	3rd
P	15	County	3rd
R	19	County	3rd
T	3	Circuit	4th
UFC - 11	11	Circuit	3rd
UFC - 12	12	Circuit	3rd
UFC - 13	13	Circuit	3rd
UFC - 14	14	Circuit	3rd

14 Circuit courts; 9 County Courts

C. SPACE QUESTIONNAIRES

As part of the background information gathering process, the CJC occupants were asked to respond to a questionnaire submitted to them by the consultants. The questionnaire was comprehensive and asked a range of questions, some of which did not apply to a given user. The questionnaire provided a solid foundation of information for the consultant team, and provided a uniformed base of answers with which to work.

D. SUMMARY OF CURRENT NEEDS & ESTIMATES OF CURRENT AND FUTURE SPACE NEEDS

On the next four pages are four tables.

The first table (A) identifies **current component space allocations** that are accompanied by summary commentary regarding problems and issues with existing space.

The second table (B) is an **estimate of current space needs**. This estimate is intended to determine what gross square footage (gsf) should be available today so that a point-of-departure could be created in terms of estimating future year 2030 needs. A key part of this estimate is that consultant has concluded that there should be at least one more large gallery felony courtroom with a 12-person jury capability and one more drug court at this point in time.

The third table (C) is an **estimate of year 2030 space needs** for the components of the CJC. This table is in part based upon adding another seven (7) courtrooms to the two recommended under current need. This creates a total recommendation for nine (9) more courtrooms than exist in the CJC today.

The fourth and last table (C2) provides a calculation of the **amount of new gsf needed** in comparison to existing gsf. It also notes what percentage of the total square footage required is allocated to each component.

In sum, the space estimate for 2030 is for a total of **692,200 gsf**, or **179,785 gsf more** than the **existing 512,415 gsf**. That is **26% more gsf by 2030**.

PINELLAS COUNTY, FL CRIMINAL JUSTICE CENTER (CJC) CURRENT & FUTURE SPACE NEEDS ESTIMATES - PHASED APPROACH

Ranon Partners/KIMME & Associates, Inc.
8/24/09

NOTES:

- * "Component GSF" (gross square feet) includes walls, corridors, mechanical, and so forth within the individual functional component.
- ** "Building GSF" includes Total Component GSF plus general stairs, elevators, pipe chases and corridors not assignable to individual components.

A. EXISTING COMPONENT AND BUILDING GROSS SQUARE FOOTAGES

CJC		Current Component	% of Total	Summary Observations:
		G.S.F.		
1	Cafeteria	8,724	2%	Adequate for current demands.
2	Clerk of the Circuit Court	56,688	14%	Staff cuts have made space available though some already re-used by moving in staff from elsewhere (16); conversion to electronic records will create more space in file areas over the next 20 years; counter area security and location needs to be improved; phone center needs growth room. Insufficient storage area for records/evidence; inadequate men's toilet facilities.
3	- Jury Assembly	6,570	2%	
4	Conference	2,113	1%	Far too little conference space is available to meet needs; high demand space.
5	Court Administration	15,807	4%	Space is scattered and is at full occupancy. Digital Court Reporters in multiple locations. Consolidated office and meeting space needed for Family Court staff.
6	- Behavioral Evaluation	3,307	1%	
7	- Court Technology	3,007	1%	Need work and storage areas. Larger computer training room is needed (4 seats now; 12 needed).
8	Court Security-Holding*	27,914	7%	Space is adequate for the moment; security systems need to be upgraded and expanded. CCTV in corridors and motion detection system should be added. Holding control room is too small. Checkpoint too small for third security line and possible staff/professional express line; can be a bottleneck.
9	- Pretrial Services	5,092	1%	Offices are small, need an offender waiting area; need more GPS equipment storage.
10	Courtrooms/Courtroom Support	79,780	20%	Insufficient number of courtrooms; Large courtroom with 12 person jury (#1), drug court (#2), and dependency courts with larger litigation wells (#3) leads courtroom needs. Many courtroom litigation areas are too small; should be larger in the future. Need larger central conference room (probably on 4th floor) and dependency court waiting areas.
11	Court Chambers/Offices	26,667	7%	Available chambers and support staff space is fully occupied. Surplus of intermediate conference space. Lack large capacity space of appropriate dignity and quality for periodic investitures and other events.
12	Dept. of Corrections	1,519	0.4%	Space is rental space and is adequate for current needs. More training, office, conference, and meeting rooms are needed.
13	Facility Management	15,048	4%	Space is adequate except for re-cycling needs. Vehicular parking and deliveries should be separated.
14	Guardian Ad Litem	3,362	1%	Space is significantly undersized to meet current needs. 25 staff (22 FTE) and only 10 offices and 3 work stations. More training, office, conference, mediation and meeting rooms are needed.
15	Media	470	0.1%	
16	Public Defender	52,226	13%	Recent staff cuts have made space available.
17	Salvation Army	917	0.2%	

18	State Attorney	84,409	21%	Recent staff cuts have made space available, except that they are out of room for office space on the second floor (floors organized by disciplines). North elevators need replacement. Deposition rooms are too small and too few in number; have 4 video deposition rooms, need 4 today; have 9 non-video rooms, need 12.
19	- deposition area	4,896	1%	Too few spaces that are too small.
20	New General Building			A shared Training Center would be generally beneficial. Need a large general purpose meeting room (other than Jury Assembly). Public toilets needed at west end; covered outdoor area recommended at main public entry; fire alarm system needs to be upgraded with different, non-proprietary vendor. Security systems should be upgraded and CCTV monitoring enhanced.
21	Parking			Very inadequate in overall number; distant; insufficient ADA spots. Judicial parking is barely adequate; Facilities parking intermixed with delivery.
22				
23	Total component GSF	398,516		
24	Total Building GSF	512,415	1.29 Building Gross factor over net SF	

B. CURRENT NEED - takeoff point for future space estimates.

Ranon/Kimme

CJC		Current Component G.S.F.	Current Estimated Need:	Comment:
1	Cafeteria	8,724	8,724	Adequate for current demands.
2	Clerk of the Circuit Court	56,688	56,688	Adequate for current demands.
3	- Jury Assembly	6,570	6,570	Adequate for current demands.
4	Conference	2,113	4,426	Double the current space is needed today. Add kitchenette.
5	Court Administration	15,807	17,057	Provide some offices for interpreters & additional storage.
6	- Behavioral Evaluation	3,307	3,307	Adequate for current demands.
7	- Court Technology	3,007	3,787	New server room will be adequate for a long time. Would like to get all technological equipment off of first floor for protection against hurricanes.
8	Court Security-Holding*	27,914	29,399	ERT space on each floor, female bailiff locker room, conference room
9	- Pretrial Services	5,092	5,667	Waiting space for offenders and additional GPS equipment storage
10	Courtrooms/Courtroom Support	79,780	88,980	Need 1 Large 12-person jury courtroom, need 1 additional drug court (2 total courtrooms). Need office space for 2nd magistrate & assistant.
11	Court Chambers/Offices	26,667	29,587	Need space for 3 new judges and a new Magistrate with assistant.
12	Dept. of Corrections	1,519	1,519	Adequate for current demands
13	Facility Management	15,048	17,283	Office and general storage space is adequate. Need for more re-cycling storage.
14	Guardian Ad Litem	3,362	6,432	Add 4 interview rooms, 8 offices for current staff, 4 offices for St. Pete staff, 1 support work station, and 2 volunteer rooms; training can be done in expanded general building conference area
15	Media	470	470	Adequate for current demands.
16	Public Defender	52,226	52,226	Adequate for current demands
17	Salvation Army	917	917	Adequate for current demands
18	State Attorney	84,409	84,409	Some first floor functions need to be moved to the second floor to consolidate functions and increase efficiency. This should be done in a renovation-oriented 1st phase.
19	- deposition Area	4,896	5,696	Add 3 standard deposition rooms and 2 video deposition rooms.
20	New General Building		8,250	New west end toilet facilities. Shared training and video space.
21	Parking			
22				
23	Total component GSF	398,516	431,394	+8.3%
24	Total Building Gross Factor	1.29	1.29	
25	Total Building GSF	512,415	554,690	42,275 additional gsf needed

C. ESTIMATED YEAR 2020/INTERIM SPACE NEEDS - Y.T.B.D.

Ranon/Kimme

	Current Estimated Need:	2020 Estimated Need	Comment:
--	-------------------------------	---------------------------	----------

CJC

1	Cafeteria	8,724		
2	Clerk of the Circuit Court	56,688		
3	- Jury Assembly	6,570		
4	Conference	4,426		Should be a priority after the initial renovation phase.
5	Court Administration	17,057		
6	- Behavioral Evaluation	3,307		
7	- Court Technology	3,787		
8	Court Security-Holding*	29,399		An expanded security checkpoint and outdoor covered area (canopy) should be a priority after the initial renovation phase.
9	- Pretrial Services	5,667		
10	Courtrooms/Courtroom Support	88,980		Should be a priority after the initial renovation phase; add 4-5 courtrooms.
11	Court Chambers/Offices	29,587		Should be a priority after the initial renovation phase; add offices for 5-6 courtrooms (one short now). Also, add second Magistrate office suite by UFC courts.
12	Dept. of Corrections	1,519		
13	Facility Management	17,283		2009's Personnel space adequate for 2030. Existing storage space adequate through 2020 based on reduced inventories.
14	Guardian Ad Litem	6,432		Should be a priority after the initial renovation phase.
15	Media	470		
16	Public Defender	52,226		Office space adequate
17	Salvation Army	917		
18	State Attorney	84,409		Office space adequate
19	- deposition area	5,696		Should be a priority after the initial renovation phase.
20	New General Building	8,250		Consolidated Training & video center.
21	Parking	0		
22				
23	Total component GSF	431,394	0	
24	Total Building Gross Factor	1.29	1.29	
25	Total Building GSF	554,690	0	

D. ESTIMATED PHASE 3 YEAR 2030 SPACE NEEDS

Ranon/Kimime

	Current Estimated Need:	2030 Estimated Need:
--	-------------------------------	----------------------------

CJC

	Current Estimated Need:	2030 Estimated Need:	Comment:
1 Cafeteria	8,724	11,400	Multipled by the 1.30, year 2030 growth factor for case growth
2 Clerk of the Circuit Court	56,688	65,200	Multipled by the 1.30 growth factor for case growth minus current office vacancy rates (10%) minus available 50% of vacated records area space; includes larger Jury Assembly (8600 gsf); includes enlarged conference call center; accounting can move elsewhere if need be. 8 clerk staff per each new judgeship
3 - Jury Assembly	6,570	8,600	Multipled by the 1.30, year 2030 growth factor for case growth
4 Conference	4,426	5,800	Multipled by the 1.30, year 2030 growth factor for case growth
5 Court Administration	17,057	22,300	Multipled by the 1.30 growth factor for case growth minus current office vacancy rates (10%) plus additional offices for staff moving from other locations & private bathrooms
6 - Behavioral Evaluation	3,307	4,300	Multipled by the 1.30, year 2030 growth factor for case growth
7 - Court Technology	3,787	4,900	Multipled by the 1.30, year 2030 growth factor for case growth
8 Court Security-Holding*	29,399	40,619	Multipled by the 1.30, year 2030 growth factor for case growth plus the addition of new security checkpoint space.
9 - Pretrial Services	5,667	7,400	Multipled by the 1.30, year 2030 growth factor for case growth
10 Courtrooms/Courtroom Support	88,980	118,300	In addition to the two courts needed to meet current needs add: 3 felony courts w/12 juror boxes, 2 drug courts & 2 family courts with waiting; old family courts re-assigned to other criminal matters
11 Court Chambers/Offices	29,587	37,600	Add chambers, assistant offices and support offices/meeting rooms as needed for new courtrooms
12 Dept. of Corrections	1,519	2,000	Multipled by the 1.30, year 2030 growth factor for case growth
13 Facility Management	17,283	18,700	Additional space for localized storages and maintenance needs as facility grows
14 Guardian Ad Litem	6,432	9,350	Multipled by the 1.45 growth factor for juvenile case load growth
15 Media	470	650	Multipled by the 1.30, year 2030 growth factor for case growth
16 Public Defender	52,226	60,600	Multipled by the 1.38 growth factor for case growth minus current office vacancy rates (14%)
17 Salvation Army	917	1,200	Multipled by the 1.30, year 2030 growth factor for case growth
18 State Attorney	84,409	101,300	Multipled by the 1.30 growth factor for case growth minus current office vacancy rates (10%)
19 - deposition area	5,696	7,400	Multipled by the 1.30, year 2030 growth factor for case growth
20 New General Building	8,250	10,720	Multipled by the 1.30, year 2030 growth factor for case growth
21 Parking			
22			
23 Total component GSF	431,394	538,339	+24.8%
24 Total Building Gross Factor	1,29	1,29	
25 Total Building GSF	554,690	692,200	137,510 additional gsf needed

ADDITIONAL OPTION

Bring all Family Courts to CJC; add 5 courtrooms.

D2. ADDITIONAL SPACE NEEDED BY 2030 PER COMPONENT

Ranon/Kimme

	ESTIMATED YEAR 2020/INTERIM SPACE NEEDS - Y.T.B.D.	2030 Estimated Need:	Additional Space	
			Existing:	Needed per Percentage increase: meeting current and estimated growth needs
1	Cafeteria	11,400	2,676	23.5%
2	Clerk of the Circuit Court	65,200	8,512	13.1%
3	- Jury Assembly	8,600	6,487	75.4%
4	Conference	5,800	3,687	63.6%
5	Court Administration	22,300	6,493	29.1%
6	- Behavioral Evaluation	4,300	993	23.1%
7	- Court Technology	4,900	1,893	38.6%
8	Court Security-Holding*	40,619	12,705	31.3%
9	- Pretrial Services	7,400	2,308	31.2%
10	Courtrooms/Courtroom Support	118,300	38,520	32.6%
11	Court Chambers/Offices	37,600	10,933	29.1%
12	Dept. of Corrections	2,000	481	24.0%
13	Facility Management	18,700	3,652	19.5%
14	Guardian Ad Litem	9,350	5,988	64.0%
15	Media	650	180	27.7%
16	Public Defender	60,600	8,374	13.8%
17	Salvation Army	1,200	283	23.6%
18	State Attorney	101,300	16,891	16.7%
19	- deposition area	7,400	2,504	33.8%
20	New General Building	10,720	10,720	
21	Parking	0		
22				
23	Total component GSF	538,340	144,281	+26.8%
24	Total Building Gross Factor	1.29	1.29	
25	Total Building GSF	692,201	185,440	= additional needed space by 2030 (rounded)

VII. PHASE 1 RENOVATION ISSUES & IDEAS

The following are ideas for a limited phase 1 of the CJC Master Plan that does not involve any additions of space. Additions would be left to Phase 2 and beyond. These recommendations address the key initial priorities of the building occupants.

A. FACILITIES MANAGEMENT ISSUES:

*Expand Judges parking by moving facilities parking to east; also this helps make more efficient truck deliveries. Also, additional ADA parking is needed.

Certain Facility Management personnel envision a loop to connect 3 chillers (at new tower at the NE) to 2 chillers at the original facility (SW side). See the mechanical engineering report for commentary on this issue.

- Consideration is being given to one large Central Energy Plant serving both the CJC and the Jail.

The CJC's Facility Management control system is "very disjointed". They would like to improve/resolve this.

- At present they have to go and change controls by hand in many locations - bring a laptop with them to do so.
- A new, replacement system prepared for future expansion is desired.

They are getting into re-cycling in major way. However, they have insufficient space for this. A recommendation is to add some inexpensive, temporary structures or storage facilities in the Facilities parking area for this. They now use ½ of a 1,100 sf area for this, and could use another 300-500 sf. Also, they need appropriate collection containers throughout the facility.

Improved signage throughout the facility and on the campus to direct people to where they need to enter is another easily accomplished improvement.

Improvements to locks (no specific information available).

B. STATE ATTORNEY ISSUES:

The State Attorney (S.A.) wants to move a 2nd floor support group in the SE corner down to the 1st floor into a west central block of space there. Renovations for four to five offices plus support space in the middle are needed. See the sketches below.

The elevators are problematic; they are slow and subject to frequent breakdowns.

- According to staff, if trapped in an elevator, one literally needs paramedics to open them.
- The S.A. would like these replaced/upgraded.
- The only long-term issue is if we add to the North (and into/over the retention pond) the primary route would be through or around the north elevator bank.

Consolidate Digital Court Reporters

The S.A. and others have said there is a high need for Public Toilets on the west end of the facility. The only apparent option might be filling-in some of the courtyard space adjacent to the S.A. entry though other "in-building" space might be made available as we move some pieces into new space in Phase 2.

C. SECURITY

Security very much wants the security system to be re-done; they call it a high priority.

- They need more cameras – there are none in the main corridors.
- They also need higher resolution cameras throughout (the existing total is unknown but may be available from Captain Ingold), especially at the front entry (we discussed a series of ceiling or overhead mounted cameras that might look directly down on the x-ray and property conveyor areas. At least eight new cameras mounted above the security lanes at various points would be appropriate.
- All cameras should feed into a DVR system.
- They also want to add cameras to the parking lots to fight a rash of vandalism. An estimate of 30 – 40 pole mounted fixed color cameras would be reasonable.

The fire alarm system doesn't automatically read alarms.

- this is one reason they need after-hours BUDD security staff.

The Simplex Fire control system is proprietary – they don't want it.

- It can cost them \$30K just to re-program the computer.
- They now have Northern Security Systems.
- Recommendation - Change out the Simplex system and fire control panel – the wiring is in place – and change the software and panel.

We should look at a new motion detection system as either an independent system or as a system integrated in with a new CCTV/video system. This would help after-hours security and perhaps save them some BUDD security staff on the graveyard shift. An allowance of \$100,000 - \$200,000 would be reasonable.

One addition might be that of a large canopy at the entry. This would offer weather protection for the lines of people waiting to go through security. It would also add a weather protected area for when they evacuate the building due to the occasional false alarms they have or for evacuation practices.

All technology improvements should be capable of accommodating significant expansion.

D. PUBLIC DEFENDER (P.D.)

The #1 priority of the P.D. is to fix the deposition room area. However, until we find more space we probably cannot do this. Immediate goals would be to add additional video capabilities.

An additional 2 video deposition rooms at about 140 nsf each, and 3 regular deposition rooms at 120 nsf each represents the current need.

Also, the P.D. reports water leaks and possible mold conditions, the latter in part because of what he believes are HVAC problems. He calls solving this problem an "immediate" priority.

E. CLERK

Their evidence room was supposed to be renovated but the work has been put off. Phase 1 may be the time to complete the work.

Another immediate improvement would be to make minor modifications to the public counters off the corridor for a little more security. The goal is to reduce their exposure. Some limited glazing barriers to create a little greater sense of protection would be helpful.

They would like storage for counter staff; purse lockers would be adequate. Location in some empty work stations or against some blank wall space if we can find it would be appropriate.

Their office has insufficient toilets for the male staff (which has increased to 20% of the total). Some area near the files might be feasible to examine for this since the number of files retained is in decline.

F. COURT TECHNOLOGY

The Tech staff would like to see all vital security, building safety equipment, and technology off of the first floor for security reasons and to protect it from hurricane surges. Unfortunately no space opportunities for this jump out on floors 2-4. However, the nominees for upper level location/re-location would certainly include a.) the building security center, b.) any new Facility Management center related to any new computer building management systems, and c.) the digital court reporters area.

Court Technology says that the Video system is maxed out. It has only 60 channels and needs more.

G. COURT ADMINISTRATION

The Court Administration staff on the first floor to the west cannot get cell phone connections.

H. PRETRIAL SERVICES

They cannot activate their GPS systems from where they are because of building interference. They are in the middle of the first floor just south of the holding center. They also need additional telephone lines.

I. GENERAL

Hallway seating is very limited and should be increased, particularly in particular areas such as across from pretrial services on the first floor and UFC courts on the third floor. Some of this might be able to be accommodated in the existing corridors.

ADA accessibility in general, and to specific areas, needs to be evaluated and improved.

VIII. PHASE 2 AND BEYOND: RENOVATION ISSUES & IDEAS

As the Master Plan develops past an initial first phase renovation project there are a number of issues and priorities that should be noted. These are listed below.

A. HIGHEST PRIORITIES FOR THE NEXT PHASE (PHASE 2)

1. At least 4 to 5 new Court rooms
2. New Chambers (6-7) including second magistrates office suite
3. Guardian Ad Litem expansion
4. Conference area expansion and a new shared staff training area
5. Deposition Area expansion/renovation
6. Get technology centers off of first floor (protection during hurricanes)
7. New public entry canopy for general weather protection for the public and during emergency evacuations
8. New higher volume security entry and checkpoint.

B. GENERAL SPACE PLANNING CONSIDERATIONS

1. Expand Courts east on 3rd & 4th floors, thus blocking the driveway access.
2. Re-focus public vehicular access and the public site entry to the south.
3. Add a parking garage to the south.
4. Create a new, expanded security checkpoint detached from CJC for security reasons; it should have 4 line capability (3 security, 1 express for staff/professionals). Add a canopy for covered public waiting and evacuation.
5. Guardian Ad Litem (GAL) (3rd floor southeast) offices should remain in the CJC unless UFC courts move.
 - Guardian Ad Litem should be near the UFC courts if possible.
6. Court Holding should stay where it is and be expanded into the Pretrial Services area before any consideration of a second unit is made. The secure inmate movement corridor needs to be extended eastward with the courtrooms.
 - Re-locate Pretrial Services in the building if possible to facilitate holding expansion.
7. Expand State Attorney and Public Defender horizontally consistent with their internal organization schemes.
8. Expand the Deposition area (1st floor west) into Pretrial Services/Court Administration, thus keeping the location since it is convenient to the State Attorney and the Public Defender.
9. Court Administration should be consolidated to the extent possible though stenographic court reporters should not be intermixed with digital court reporters.
 - Digital Court Reporters should be consolidated (they are now at the 1st floor west & the 2nd floor southeast).
 - Court Administration stenographic court reporters area is OK where it is now but always needs to be near the courts.
 - Court Administration can be flexibly located but should be consolidated to the extent possible.
10. The DOC & Salvation Army areas can be moved if necessary.
11. General building Conference room space additions (currently 1st floor southeast) can be flexibly located.

12. Courtroom 23 could move if needed.
13. Magistrates (currently at the 1st floor northeast adjacent to courtroom 23) should be by the UFC courts.

C. THINGS THAT COULD MOVE OUT OF THE BUILDING IF NEEDED, AND THE REASON NOT TO:

1. Clerk's accounting/managed by Clerk
2. DOC/deals with felony probationers out of Probation court
3. Salvation Army/deals with misdemeanor probationers
4. Pretrial Services/deals with court releasees & those sentenced to electronic monitoring
5. GAL/Deals directly with families served by UFC courts

If a component is selected for a move out of the facility it is important to first know where they might go before the decision is finalized.

D. PARKING

1. Judicial parking should be protected and expanded by at least 10-15 judges.
2. Facility Operations parking should be moved to the east of its current area and to the north of any expanded facilities – keep it separate from the delivery area which should remain where it is.
3. The proportion of parking devoted to ADA parking needs to increase.
4. Parking should increase by 30% by 2030. Since there is limited land this suggests the need for a parking structure.
5. Drop-off parking should be developed to benefit the elderly and ADA users.

E. MAJOR IDEAS THAT COULD CHANGE THINGS:

1. Someday bring downtown Family Courts (4) to CJC.
 - This idea has been discussed at length within the system principally along the idea of keeping all court activities dealing with children at a single location. This is a good idea and should be a feature of a long-term space planning master plan.
2. Someday bring traffic courts to campus (space & major parking impact).
 - This has been cited as the "top priority" of the courts. The challenge is to accommodate the significant parking and public movement expansion that this would represent, not to mention the additional space.
3. Move Juvenile (UFC) courts and family court to Juvenile Detention Center.
 - This idea would relieve space pressure in terms of new court rooms at the CJC and would provide some growth room for court holding since four of their cells are dedicated to juveniles. This would eliminate juvenile transports and would make an important psychological shift of the juveniles away from adult criminal court matters. However, this suggests a bifurcation of Clerk, State Attorney and Public Defender staff if also co-located, or significant movement by them to the facilities on a regular basis thus implying inconvenience and lost time. Whether or not the complex could handle the increased space, parking and access demands also needs to be determined and is by no means certain.



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 5

SITE IMPROVEMENTS REPORT

I. Existing Conditions	1
II. Stormwater Management	1
III. Water	2
IV. Sewer	2
V. Reclaimed	3
VI. Utility Services	3
VII. Existing Storm / Sewer Infrastructure	A-1
VIII. Proposed Storm / Sewer Infrastructure	A-2
IX. Existing Potable Water Infrastructure	B-1
X. Proposed Potable Water Infrastructure	B-2
XI. Existing Sanitary Sewer Infrastructure	C-1
XII. Proposed Sanitary Sewer Infrastructure	C-2
XIII. Existing Reclaimed Water Infrastructure	D-1
XIV. Existing Utility Service Infrastructure	E-1

Prepared by

George F. Young - Consulting Civil and Environmental Engineers

with



AA C000531





Pinellas County Jail – Criminal Courts Building Site Improvements Report

Existing Conditions

The Pinellas County Jail complex includes an infrastructure network of stormwater collection systems, water and wastewater mains and services and reuse gas and wire utilities serving the four-story criminal justice center and surrounding buildings. The infrastructure generally crosses and surrounds the existing courts facilities and the future parking structure location. As a result, portions of the stormwater, water, sewer and reclaimed water systems will be impacted by the proposed building additions and will have to be relocated. Coordination of the construction timing of each relocated utility will be critical to maintain existing services to the courts and jail complex facilities during construction. The following report describes the general nature of each system, the impact area and relocation possibilities for the infrastructure systems.

Stormwater Management

The stormwater management system includes a network of interconnected pipes and inlets connecting to four existing detention ponds on site. In addition to pavement and area drains, the collection system includes roof drains from the southerly side of the existing four-story criminal justice center building. See Exhibit A-1.

Stormwater management includes four onsite ponds shown on the Stormwater Permit Plan for Pinellas County Criminal Courts Expansion as Ponds 30, 40, 50, and 60. The ponds collect runoff from previously defined post-development Basins 300, 400, 500 and 600. Ponds 30 and 40 function as wet detention with biological treatment discharging southerly to Branch 6 of Cross Bayou. Ponds 30 and 40 have been constructed with impermeable liners and retaining walls which if required to be modified, will increase the cost of relocation or adjustments above a typical stormwater pond. Ponds 50 and 60 include detention with filtration with the ultimate outfalls to Branch 6. The Pond 50 area includes the proposed parking structure and also outfalls to Branch 6 of Cross Bayou. Pond 60 collects runoff from the parking area southerly of the four-story criminal justice building.

As shown on the attached Exhibit A-2, the stormwater collection system in the area south and east of the four story criminal justice building must be relocated to allow the proposed construction. In addition, ponds 30 and 40, which are vertical walled lined wet detention areas will require modification due to the construction of the proposed future court module buildings east of the existing four-story building.

The collection system in the parking area south of Branch 6 will also require relocation due to the proposed parking structure in the existing parking lot. The outfall from Pond 50 which is the stormwater management system for this area will require relocation also. Pond 60, which collects parking runoff southerly of the criminal courts building will continue to receive runoff from this area through a modified collection system network.



Modifications to the control structures in Ponds 30, 40, 50 and 60 should not be required to provide water quantity (discharge rate) control. This is due to the proposed new buildings replace existing impervious paved surfaces with impervious roof area. Existing permitted impervious area calculations will remain the same in the proposed condition.

Although the current Environmental Resource Operating Permits were taken into account, we anticipate the proposed rules of the FDEP and SWFWMD for stormwater treatment may alter the current permitting methodology. The proposed rules establish mandatory nitrogen and phosphorus limits for stormwater systems discharging to an impaired water body or connected to an impaired water body. Branch 6 of Cross Bayou drains to Tampa Bay which has been deemed an impacted water body. Since the new construction of buildings would be considered a substantial change, the proposed rules may be enforced by the District.

As a result, additional modification to Ponds 30, 40, 50 and 60 may be required to comply with the new rule criteria. The modifications may require the expansion of the stormwater management areas and incorporation of combination treatment systems to provide water quality treatment. Based upon the impaired waterway rules being relatively new (currently under review) the exact impact of the new rules is unknown. However, since the proposed work is within a permitted area which does not appear to change or increase the impervious area on the site, the project would be presented to the Water Management District as a modification of existing permitting.

Water

The existing four-story criminal justice center is currently looped by an 8" or 10" potable water system. The building appears to be serviced from connections on the south side of the structure. In addition both the 8" and 12" potable water lines are located on the west side of the existing parking area in the proposed parking structures location. The water mains connected to existing county facilities along 140th Avenue North. See Exhibit B-1.

In order to construct the buildings south and easterly of the four-story criminal justice center, the 10" potable water line on the south and east sides of the building will require relocation. The probable final location of the water main continues the existing loop but extends the southerly length south to the north side of Branch 6. The easterly length will be shifted easterly to the easterly boundary of the project at 49th Street North. See Exhibit B-2.

Although the multiple connections to the county facilities and looped water system should provide sufficient water supply for the proposed expansion, the relocation of the mains and the additional demand on the system will be reviewed and permitted through the County and the health department. Detailed analysis of the water system will be provided with the final building design.



Sewer

Gravity sanitary sewer is located on the north and easterly sides of the four-story criminal courts center as shown on Exhibit C-1. The 10" gravity sewer conveys flow from the northerly side of the four-story building only, conveying the flow south and east to an existing gravity sewer system along 49th Street North. The existing 10" line appears to be oversized for the building contribution.

A portion of the gravity sewer main where the future four court module structures are proposed will require relocation in order to accommodate the proposed easterly expansion of the court modules. The proposed final location will extend the main easterly along the southerly side of 144th Avenue North to the easterly property boundary. From this point, the line will extend southerly along the boundary line a minimum of 10' from the proposed relocated water system 600' (±). See Exhibit C-2. The existing system south of the four court modules will remain in place to serve as the collection system from the office expansion south of the four-story criminal justice center. Permitting for the relocation will be required by the County to determine base flow modifications to the existing permitted conditions. An extension of the sewer system westerly to the future office buildings will also be necessary.

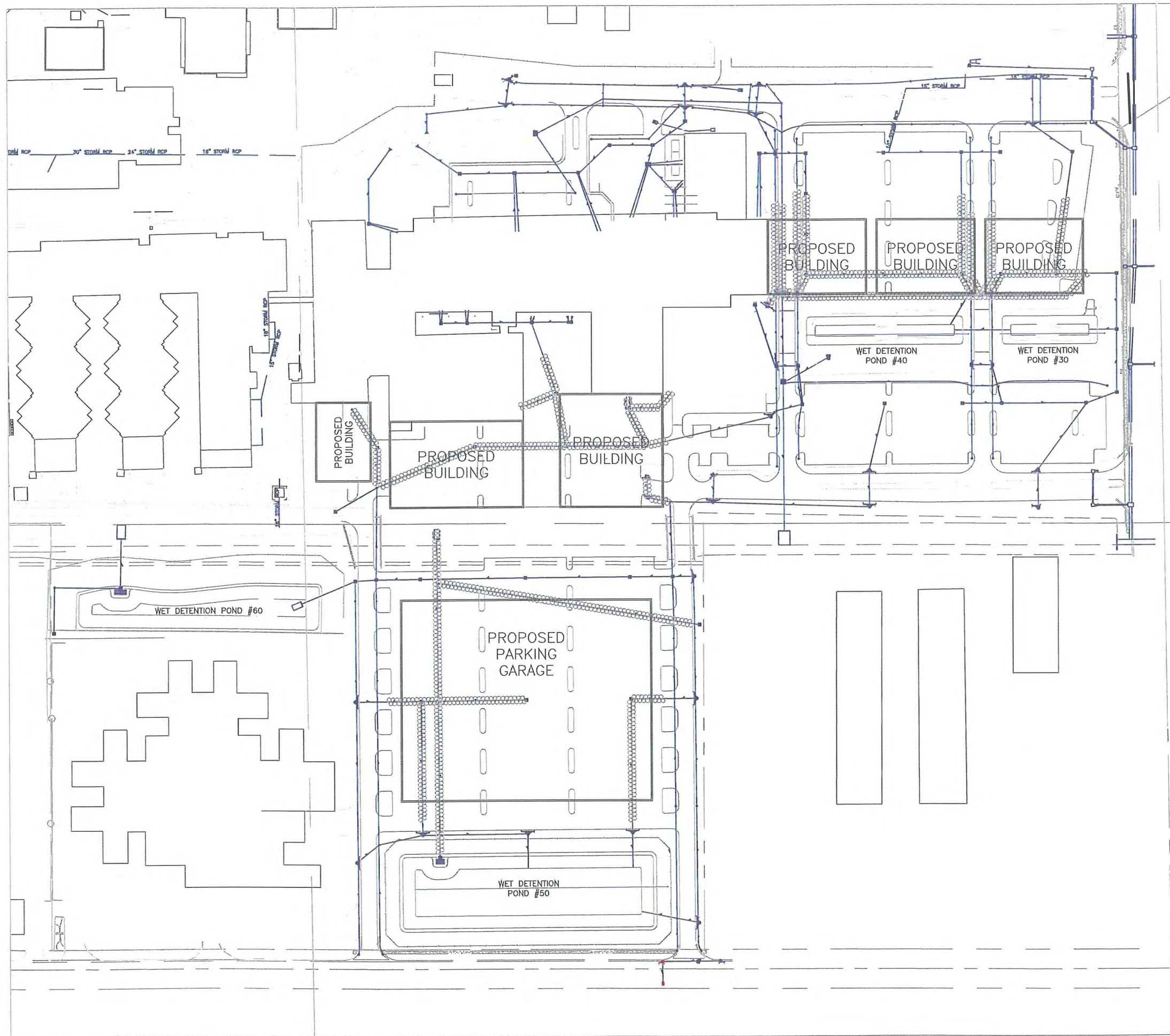
Reclaimed

The existing reclaimed water system is located northerly of the four-story Criminal Courts Center and along the northerly side of Branch 6 of Cross Bayou, See Exhibit D-1.

Based on the current proposed location of the office expansion, the reclaimed water line southerly along Branch 6 and southerly of the four-story building will not require relocation. However the final building size, layout and building dimensions southerly of the four-story building, may result in the relocation of the reclaimed water on the northerly side of Branch 6. Current concept plans indicate the southerly line of the buildings will be within 6' of the reclaimed line. The recommended spacing from the final building footings is 10' minimum. See Exhibit D-2.

Utility Services

Utilities in the form of electric, telephone, data and gas exist in several areas of the site as shown on attached Exhibit E-1. General locations are indicated on the Exhibit. Note, many of the utilities are located in the Branch 6 corridor. The proposed project will require the relocation of several of the utilities as part of the construction process. The relocation of the utilities will require coordination with site storm, water, sewer and reuse installation to maintain service during construction.



Pinellas County Project No. 1460

Pinellas County Jail Complex Master Plan Phase II of II

NOTE:

UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

Legend

-  EXISTING STORM SEWER SYSTEM
-  EXISTING STORM SEWER SYSTEM TO BE REMOVED

EXISTING STORM SEWER INFRASTRUCTURE (WITH DEMOLITION SHOWN)

George F. Young, Inc.
Project No. 0611-0124-02

0 75 150
October 19, 2009



A-1

Pinellas County Project No. 1460

Pinellas County Jail Complex Master Plan Phase II of II

NOTE:

UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

Legend

-  EXISTING STORM SEWER SYSTEM
-  PROPOSED STORM SEWER SYSTEM RELOCATION

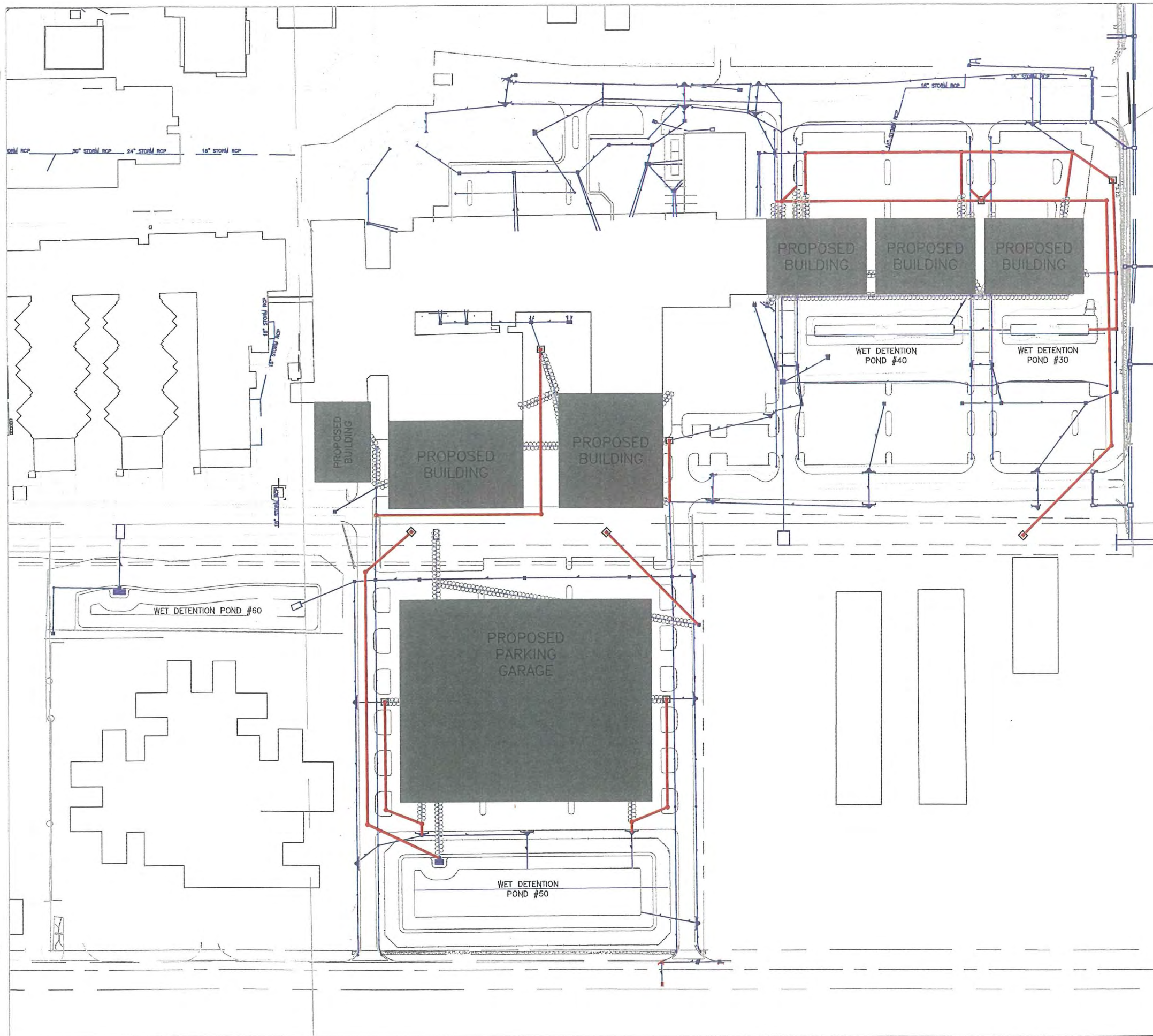
PROPOSED STORM SEWER INFRASTRUCTURE (WITH EXISTING SHOWN)

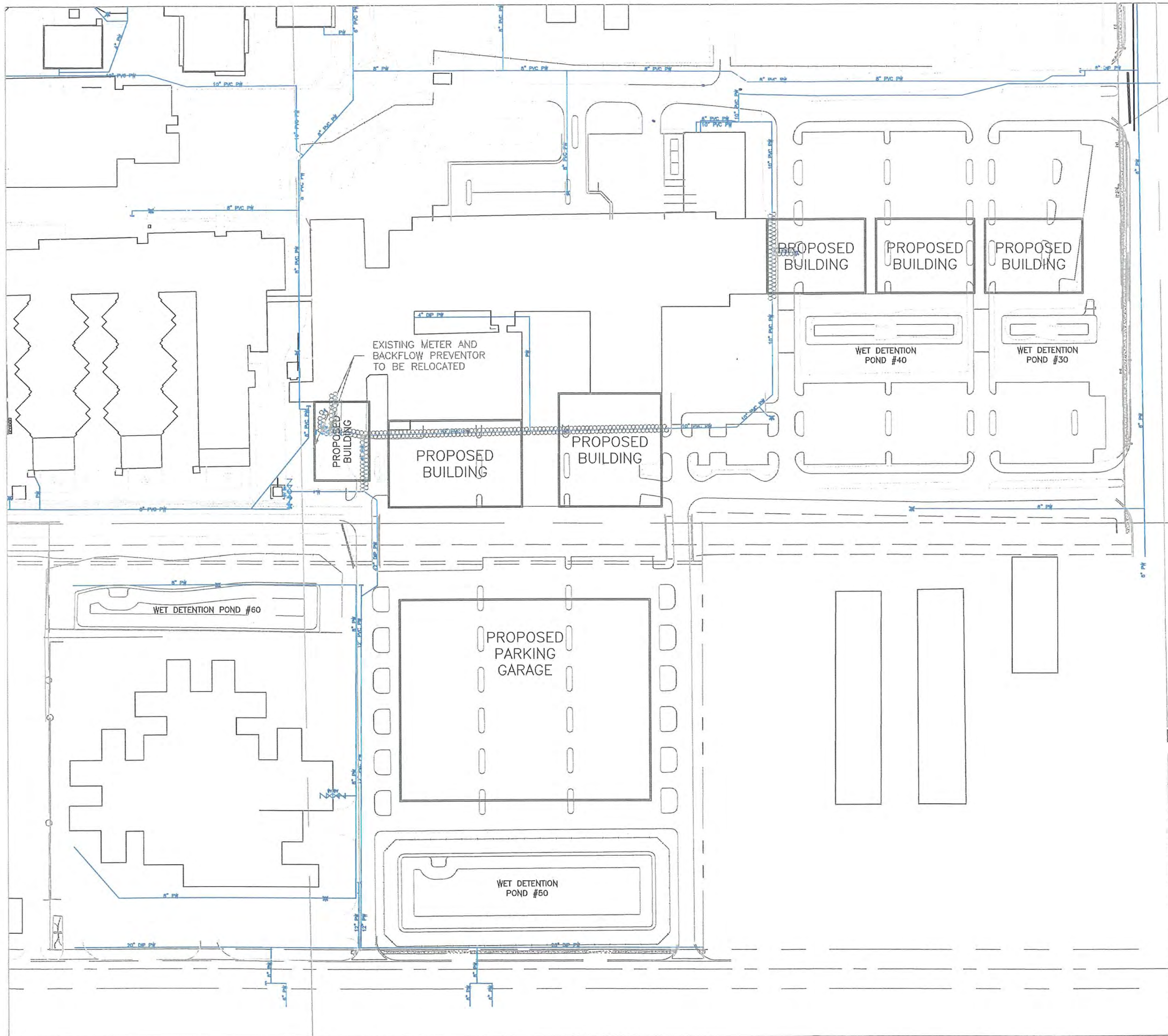
George F. Young, Inc.
Project No. 0611-0124-02

0 75 150
October 19, 2009



A-2





Pinellas County Project No. 1460
**Pinellas County Jail Complex
 Master Plan Phase II of II**

NOTE:
 UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

Legend
 ——— EXISTING POTABLE WATER SYSTEM
 - - - - EXISTING POTABLE WATER SYSTEM TO BE REMOVED

**EXISTING POTABLE
 WATER
 INFRASTRUCTURE
 (WITH DEMOLITION
 SHOWN)**

George F. Young, Inc.
 Project No. 0611-0124-02

0 75 150
 October 19, 2009



B-1

Pinellas County Jail Complex Master Plan Phase II of II

UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

 EXISTING POTABLE WATER SYSTEM
 PROPOSED POTABLE WATER SYSTEM
 RELOCATION

PROPOSED POTABLE WATER INFRASTRUCTURE (WITH EXISTING SHOWN)

0 75 150

October 19, 2009

B-2

Pinellas County Project No. 1460

Pinellas County Jail Complex Master Plan Phase II of II

NOTE:

UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

Legend

- EXISTING SANITARY SEWER SYSTEM
- EXISTING SANITARY SEWER SYSTEM TO BE REMOVED

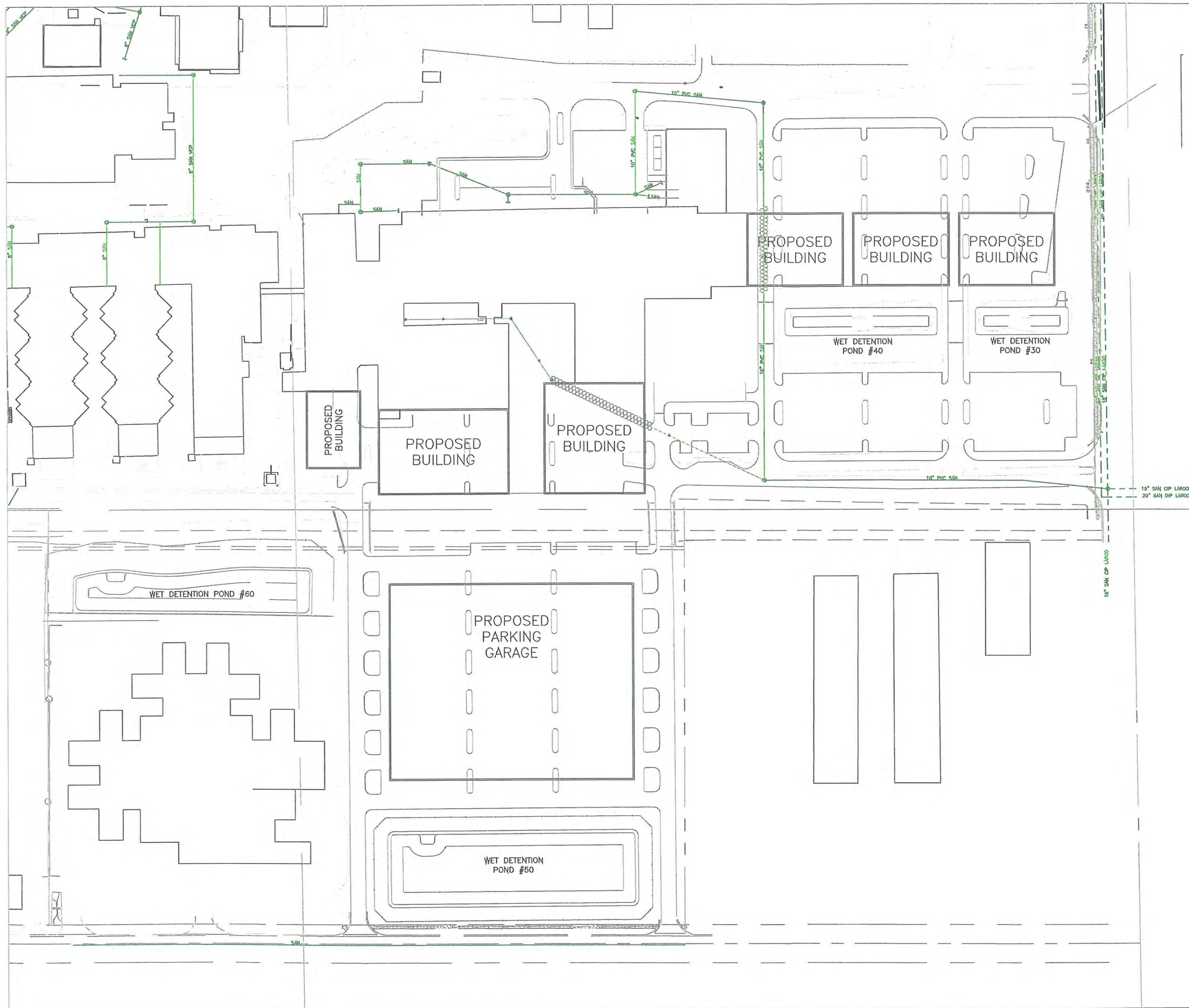
EXISTING SANITARY SEWER INFRASTRUCTURE (WITH DEMOLITION SHOWN)

George F. Young, Inc.
Project No. 0611-0124-02

0 75 150
October 19, 2009



C-1



Pinellas County Project No. 1460
Pinellas County Jail Complex
Master Plan Phase II of II

NOTE:
 UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

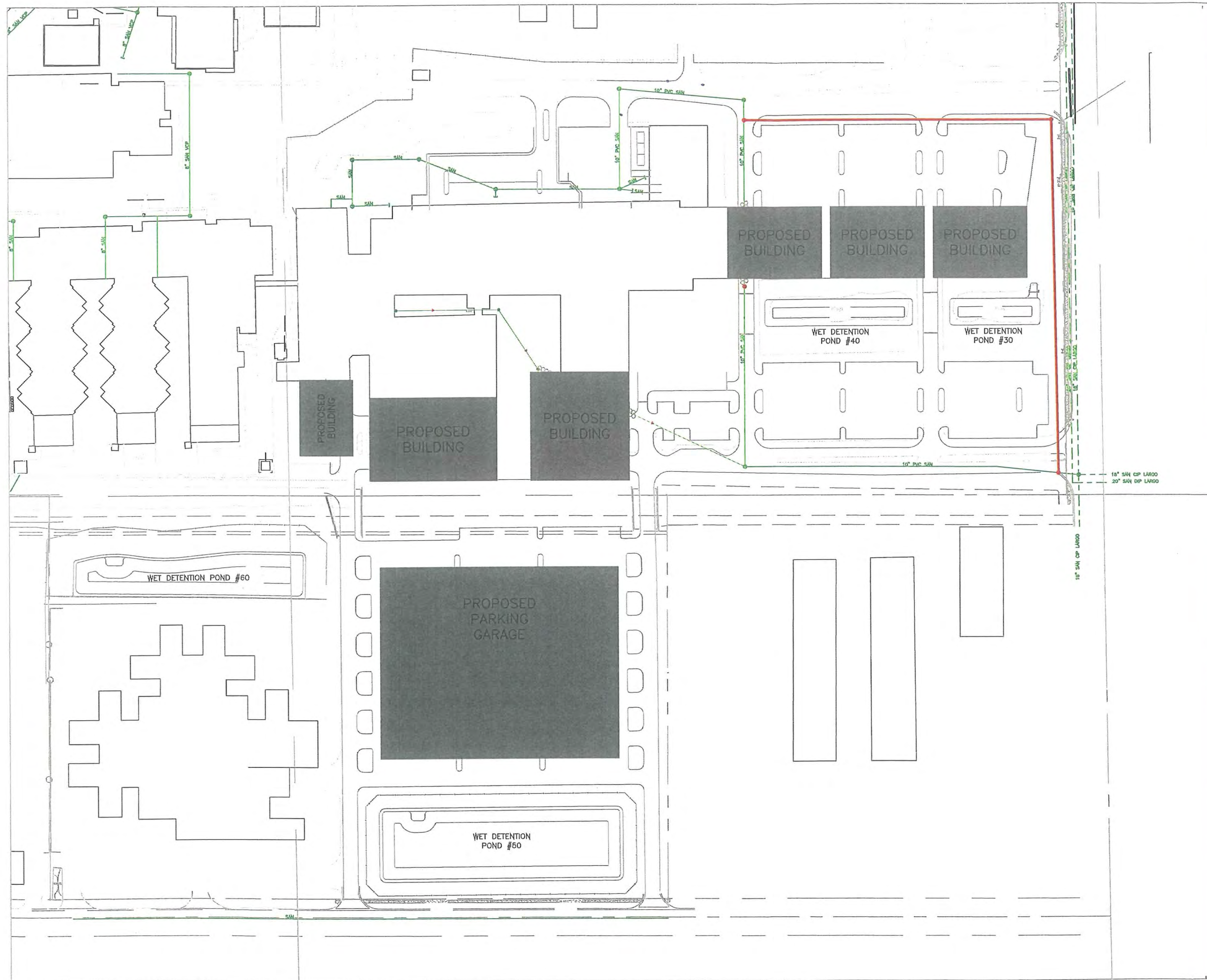
Legend

	EXISTING SANITARY SEWER SYSTEM
	PROPOSED SANITARY SEWER SYSTEM RELOCATION

**PROPOSED
 SANITARY SEWER
 INFRASTRUCTURE
 (WITH EXISTING
 SHOWN)**

George F. Young, Inc.
 Project No. 0611-0124-02

0 75 150  **C-2**
 October 19, 2009



Pinellas County Project No. 1460
Pinellas County Jail Complex
Master Plan Phase II of II

NOTE:
 UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.

Legend
 EXISTING RECLAIMED WATER SYSTEM

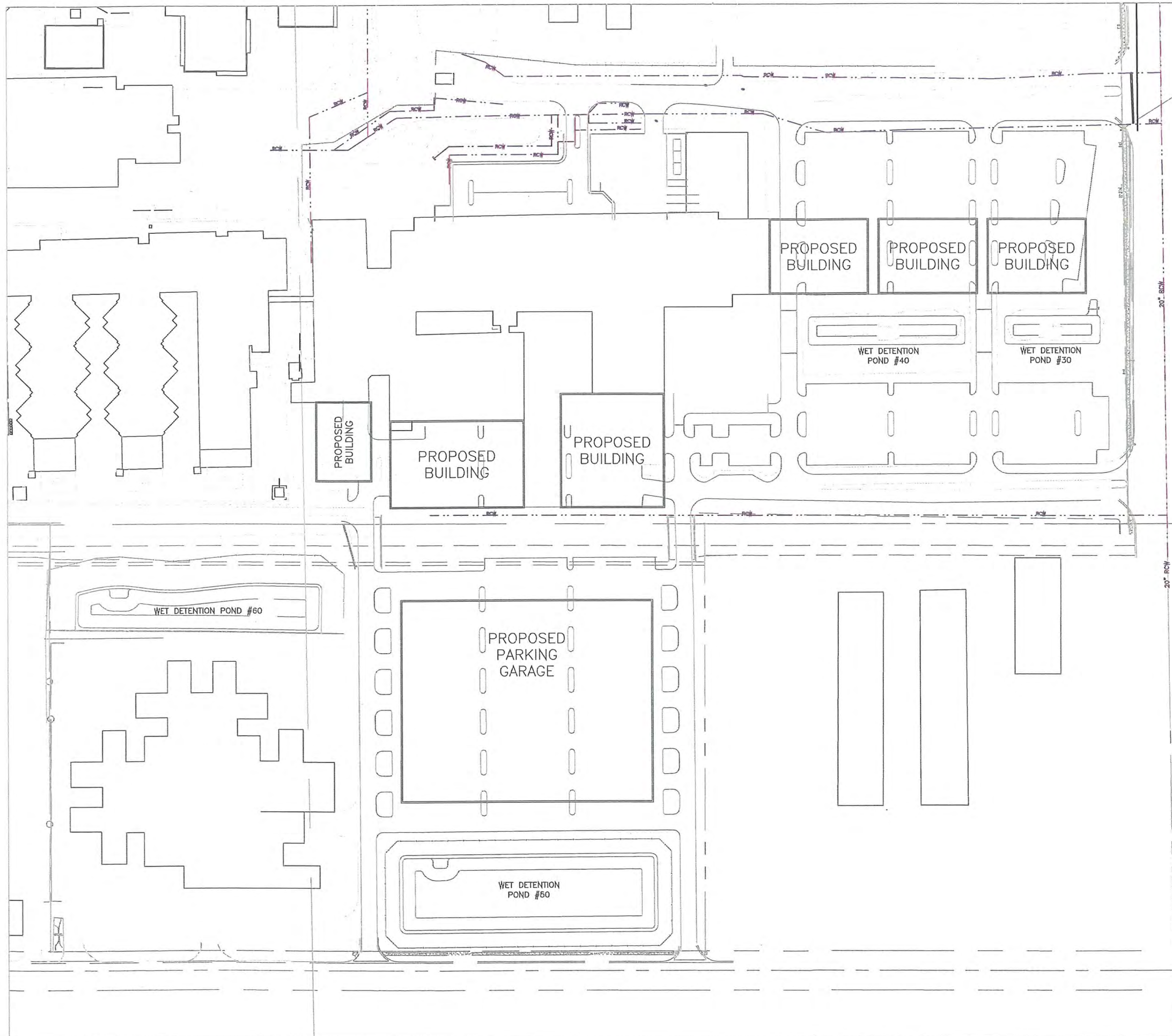
**EXISTING RECLAIMED
 WATER
 INFRASTRUCTURE**

George F. Young, Inc.
 Project No. 0611-0124-02

0 75 150
 October 19, 2009

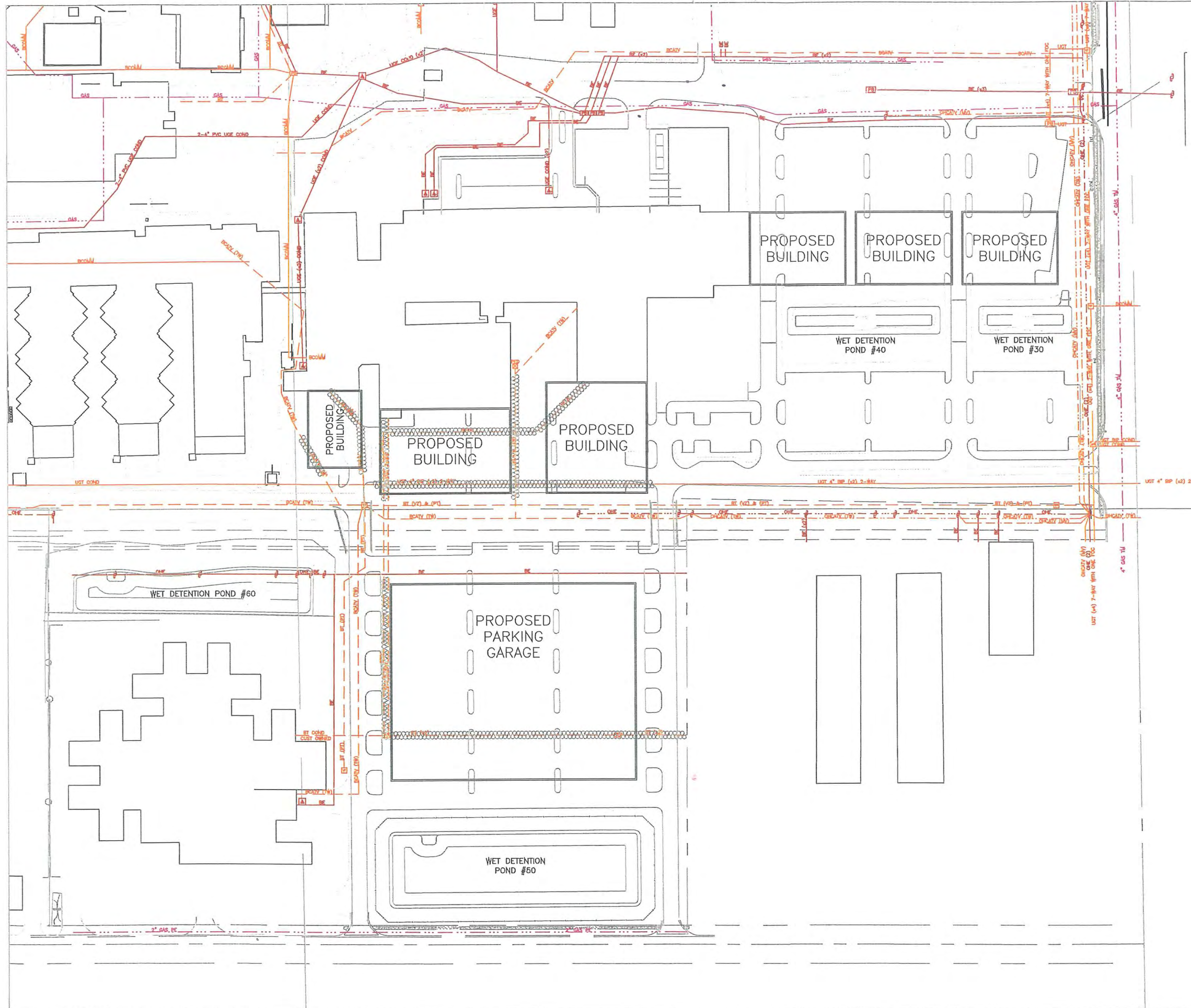


D-1



Pinellas County Project No. 1460
Pinellas County Jail Complex
Master Plan Phase II of II

NOTE:
 UTILITIES SHOWN HEREIN REPRESENT PIPELINES IDENTIFIED THROUGH PARTIAL SURVEYS, RECORD DRAWINGS, DESIGN PLANS, AND FACILITIES MANAGEMENT DOCUMENTATION AND IS NOT TO BE CONSIDERED TO BE COMPLETE. THE ACCURACY OF PIPELINE LOCATIONS SHOWN IS FOR MASTER PLANNING PURPOSES ONLY. UPDATED FIELD LOCATIONS OF ALL UTILITIES IN THE AREA IS HIGHLY RECOMMENDED FOR DESIGN PURPOSES.



- Legend**
- EXISTING GAS SYSTEM
 - EXISTING ELECTRICAL SYSTEM
 - EXISTING COMMUNICATIONS SYSTEM
 - - - EXISTING COMMUNICATIONS SYSTEM TO BE RELOCATED

**EXISTING UTILITY
 SERVICE
 INFRASTRUCTURE
 (WITH DEMOLITION
 SHOWN)**

George F. Young, Inc.
 Project No. 0611-0124-02

0 75 150
 October 19, 2009



E-1



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

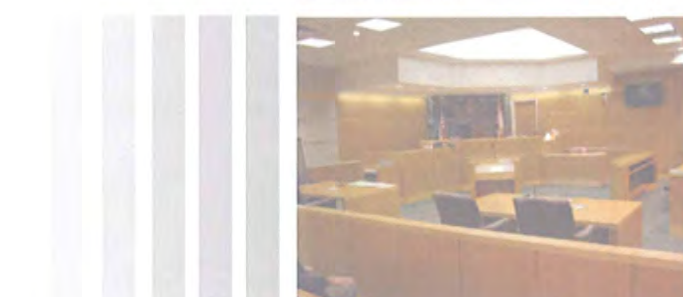
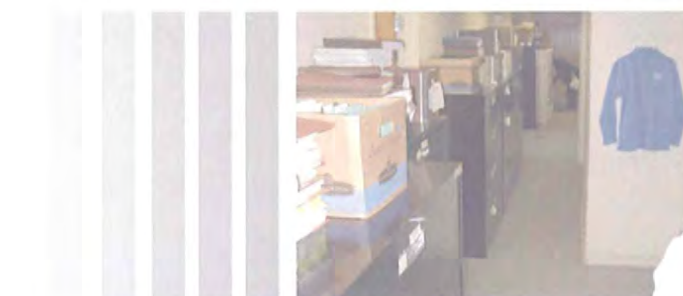
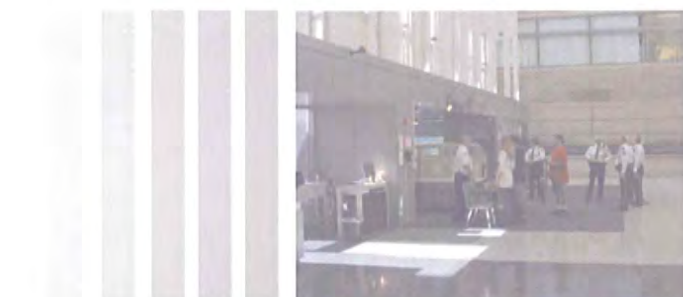
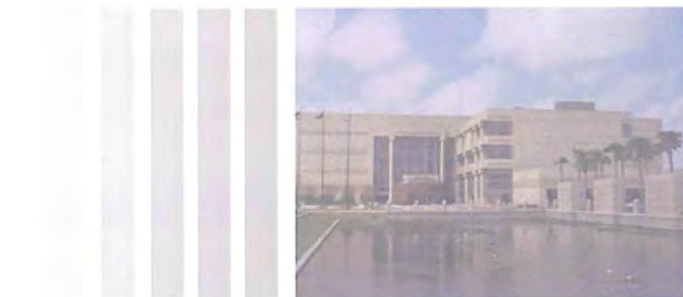
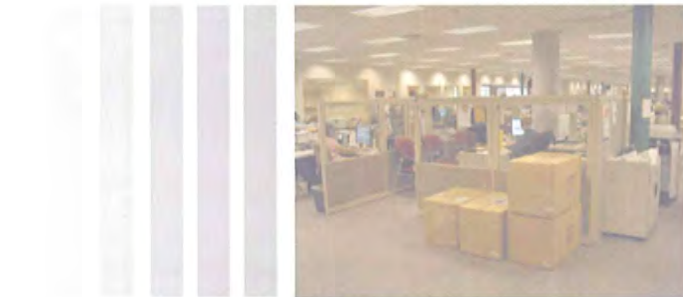
for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 6

HVAC SYSTEMS EVALUATION & RECOMMENDATIONS REPORT

I. Existing HVAC Systems Description	1
II. HVAC Systems Recommendation	1
III. Fire Protection Systems	3
IV. Plumbing Systems	3
V. Domestic Hot Water Systems	3
VI. Air Handling Units Summary	4
VII. Exhaust Fans Summary	5
VIII. Diagram A	6
IX. Diagram B	7
X. Diagram C	8



Prepared by

Ossi Consulting Engineers, Inc. - Mechanical Engineers

with



Rañon & Partners, Inc.
Architects

AA C000531

Pinellas County Criminal Justice Center Complex Master Plan 2009

Existing HVAC Systems Description

The building is an existing building that was built at two different times. The State Attorney and Public Defender portion of the building was built in the 1970's with the Courts portion of the building being built in 1994.

The building is presently served by two separate central chiller plants, the "original" plant serving the State Attorney and the Public Defender and the "new" central plant serving the Courts area. Each is made up of water cooled centrifugal chillers, primary/secondary chilled water pumping systems, cooling towers and condenser water pumps.

Chilled water is delivered to air handling units (AHU's) located in several equipment rooms throughout the building. Most AHU's are variable volume type with variable air volume (VAV) boxes serving individual zones, with only a few constant volume type AHU's. A summary of all units is attached, showing area served, floor are served, total CFM, outside air CFM, motor HP, total tons, sensible tons and chilled water coil flow.

Area exhaust fans provide general exhaust (toilet rooms, janitor closets, etc.), and relief fans are used to remove excess air from the building due to the large quantity of outside air being introduced. A summary of exhaust fans removing air from the building's conditioned areas is attached.

The building is also equipped with many fans to ventilate storage, mechanical and electrical rooms, as well as supply and exhaust fans for smoke removal. These fans do not affect the building's air balance.

Based on the information gathered from the construction drawings, and without the aid of either a test and balance report or equipment submittal data, the building is under positive relative pressure, and the outside air quantity appears to be adequate to meet indoor air quality requirements. However, based on the Occupancy Analysis there are 6,655 occupants and additional outside air is required (20 CFM/person) to accommodate this population.

HVAC Systems Recommendations

1. The owner offered the following suggestion: Need loop to connect 3 chillers (at new tower at the NE) to 2 chillers at the original facility (SW side). This is not recommended due to the two central plants being at opposite corners of the building. There is no good or feasible way to accomplish the interconnection of these two central plants in order to receive the benefit of flexibility or redundancy due to the routing and sizing of the existing chilled water piping. It would be a very expensive and somewhat disruptive process to achieve very little gain.
2. The proposed Central Chiller Plant for the Pinellas County Jail Complex, as outlined in the Jail master plan report, has a distributed variable flow pumping system. The chilled water mains from this plant could be extended to the CJC Complex and connected to the original central plant to serve the existing building as well as future additions to this section of the

building. If this is implemented the new chilled water mains from the jail central chiller plant will need to be sized accordingly. Secondary pumps would be installed in the original central plant to deliver chilled water to existing air handling units, and additional pumps could be added to accommodate added air handling units during building expansion.

Should the connection to the jail central plant not take place prior to the end of the central equipment's useful life, the central equipment and its associated piping will need to be replaced. If or when this occurs we recommend the chilled water pumping system be replaced with a variable primary flow package pumping system which (at the time of this report) offers fewer pumps, less first cost and maximum energy savings. It will be a non-dedicated system, with one pump capable of serving multiple chillers. A package pumping system with adequately sized headers would be capable of accommodating more load and an additional chiller to serve future expansions to the building. A retrofit should include one dual compressor chiller sized to handle the entire load, and an additional chiller added during building expansion when the need for additional capacity arises.

3. In regard to the new central plant serving the Courts area, there are three options:

Option A

The new central plant can be connected to the proposed Central Chiller Plant for the Pinellas County Jail Complex. The proposed point of entry of the chilled water piping from the jail central plant is the NE corner of the CJC Complex which is at the opposite end of the building from the new central plant. New piping would have to be run a long distance to get to the new central plant in order to feed new secondary pumps to be connected to the existing building piping. The size of this new piping would also be determined by the eventual load of the areas it is to serve. Oversizing lengthy runs of pipe to accommodate future loads that do not materialize results in very low water velocity which should be avoided. See Diagram A.

Option B

The Courts building can be connected to the proposed Central Chiller Plant for the Pinellas County Jail Complex. The new chilled water piping could be designed with branches to each individual air handling unit equipment room. This would require the installation of secondary pumps in each equipment room, and possibly the creation of an additional pump room, resulting in additional first cost and maintenance costs. See Diagram B.

Option C

The new central plant has been in operation for approximately fifteen (15) years which is roughly half its life. It should need to be renovated within the next fifteen (15) to twenty (20) years, and the cooling towers will most likely need to be replaced before that since they have a shorter useful life than chillers. All of the air conditioning equipment in the Courts building is in good condition and has been well maintained, so an extended life expectancy is very reasonable.

When the renovation of the new central plant occurs it should be retrofitted into a non-dedicated variable primary flow chilled water pumping system. This would take place either at the time a retrofit is needed or during building expansion when the central equipment will need to increase in size, whichever comes first. Similar to the old central plant, the new central plant could have a package pumping system with adequately sized headers,

capable of accommodating more load and larger replacement chillers to serve future expansions to the building. Due to space constraints additional chillers cannot be added unless the central plant footprint is expanded. Therefore, existing chillers will be replaced with new larger size chillers.

4. Installation of energy recovery units should be considered to supply outside air to existing air handling units as they are replaced and to supply outside air to all new air handling units in future building expansions. These units reduce the sensible and latent load of outside air, thus reducing the required refrigeration capacity and the size of the central chillers. They also eliminate the need for relief fans.
5. Existing air handling units and exhaust fans shall be replaced as necessary. New building expansions shall be served by new fans and chilled water air handling units connected to the central chilled water systems.

Fire Protection Systems

The building has a complete automatic wet fire protection sprinkler system with a fire pump. It also has dry type fire suppression in areas where wet fire suppression is not recommended.

The existing fire protection systems shall be modified as necessary to accommodate any future changes to the building. The existing system may be extended to building additions if hydraulic calculations allow. Additional incoming fire services and pumps may be needed to handle new building additions.

Plumbing Systems

Existing plumbing systems appear to be operating properly and are in no need of upgrading or retrofitting. All new plumbing systems for new building additions shall be provided in accordance with state and local codes and regulations.

It is recommended that the latest technologies in water conservation be employed in all new construction, i.e. infrared flush valves and faucets, low consumption flush valves, etc. The existing systems can be retrofitted with water saving devices should the owner's budget permit.

Domestic Hot Water Systems

The existing building is served by electric water heaters and a gas boiler. These units shall be replaced as necessary as they reach the end of their useful lives.

For new building additions, the type of water heaters shall be determined by the hot water demand. Small demands can be satisfied with electric tank type water heaters. A large demand should be addressed using a gas fired instantaneous domestic hot water boiler, complete with all accessories. Recirculating pumps should be used to ensure constant hot water to all areas. Thermostatic mixing valves shall be used to achieve the required hot water temperatures.

Pinellas County Criminal Justice Center Complex Master Plan 2009

Air Handling Units Summary

Unit No.	Area Served	Floor Area-S.F.	Total CFM	O.A. CFM	Motor HP	Cooling Load		
						Total Tons	Sens. Tons	Coil GPM
Criminal Courts								
AHU-1	1st floor	11,600	12,425	1,715	15	40.5	28.3	80.6
AHU-2	2nd floor	14,400	12,915	2,250	20	44.8	30.2	88.3
AHU-3	2nd floor	14,600	13,440	2,300	20	46.7	31.5	91.9
AHU-4	1st floor	14,600	12,900	2,200	20	44.8	30.2	88.2
AHU-5	1st floor	9,800	9,200	1,310	15	29.2	21.1	57.6
AHU-6	1st floor	12,100	12,925	1,450	20	39.8	28.8	79.5
AHU-7	1st floor	5,140	7,775	1,385	10	26.8	18.1	53.1
AHU-8	2nd floor	14,200	12,600	1,450	20	38.8	28.2	76.7
AHU-9	2nd floor	11,700	11,280	2,100	15	39.8	26.7	79.1
AHU-10	2nd floor	10,800	10,075	1,490	15	33.7	23.2	66.5
AHU-11	3rd & 4th	11,400	16,690	2,575	25	56.7	38.6	112.1
AHU-12	3rd & 4th	11,200	16,215	1,925	20	50.8	36.2	101.5
AHU-13	3rd & 4th	11,200	10,595	1,725	15	35.8	24.5	71.2
AHU-14	3rd & 4th	4,400	10,200	2,380	15	39.1	25.0	76.9
AHU-15	3rd & 4th	7,300	7,520	1,375	10	40.5	28.3	52.3
AHU-16	3rd & 4th	11,100	16,820	2,100	25	53.3	37.8	106.2
AHU-17	3rd & 4th	10,500	16,460	1,900	25	51.0	36.8	102.1
AHU-18	3rd & 4th	5,700	6,015	525	10	17.8	13.3	35.3
AHU-19	3rd & 4th	5,700	13,200	2,800	20	48.9	31.5	98.0
AHU-20	3rd & 4th	9,700	12,065	700	15	33.9	25.9	66.7
AHU-21	3rd & 4th	14,300	13,400	2,600	20	48.3	31.9	95.5
AHU-22	3rd & 4th	11,300	16,945	2,175	20	53.8	37.5	107.4
AHU-23	3rd & 4th	11,100	16,660	1,950	20	52.8	37.5	105.1
AHU-24	3rd & 4th	2,000	5,000	500	7.5	15.3	10.8	30.3
AHU-25	3rd & 4th	3,200	6,900	700	7.5	20.8	15.3	41.6
AHU-26	1st & 2nd	20,000	18,935	4,335	25	69.3	45.3	137.0
AHU-27	3rd & 4th	17,000	18,395	3,820	25	66.0	43.5	130.0
AHU-28	1st floor	9,300	6,725	1,175	7.5	21.0	15.0	41.7
AHU-29	Foyer	900	2,000	200	3	6.3	4.8	12.5
AHU-30	Café	5,835	6,840	1,870	7.5	26.5	17.7	53.2
AHU-31	Kitchen	2,550	3,200	1,450	3	14.3	8.8	28.2
FC-1	2nd floor	1,320	1,000	100	260 w	1.8	1.5	4.5
FC-2	2nd floor	960	1,000	100	260 w	1.8	1.5	4.5
Sub total		306,905	358,315	56,630	496	1,210.7	835.3	2,375.3
State Attorney								
AHU-1B	1st floor	18,100	19,030	3,225	25	72.4	44.3	143.0
AHU-2B	2nd floor	17,400	19,450	2,310	25	72.4	45.3	143.6
AHU-3B	3rd floor	18,500	20,600	2,890	25	69.9	47.6	138.4
AHU-4B	4th floor	18,500	21,500	2,940	25	70.7	49.6	139.5
Sub total		72,500	80,580	11,365	100	285.4	186.8	564.5
Public Defender								
AHU-1G	1st floor	17,200	17,800	1,700	25	56.6	40.0	111.4
AHU-2G	1st floor	16,600	19,665	1,900	25	62.1	44.0	123.1
AHU-3G	2nd floor	17,000	19,455	1,900	25	61.6	43.6	121.8
AHU-4G	2nd floor	12,200	17,595	1,700	25	56.1	39.6	110.2
Sub total		63,000	74,515	7,200	100	236.4	167.2	466.5
Grand Total								
Grand Total		442,405	513,410	75,195	696	1,732.5	1,189.3	3,406.3

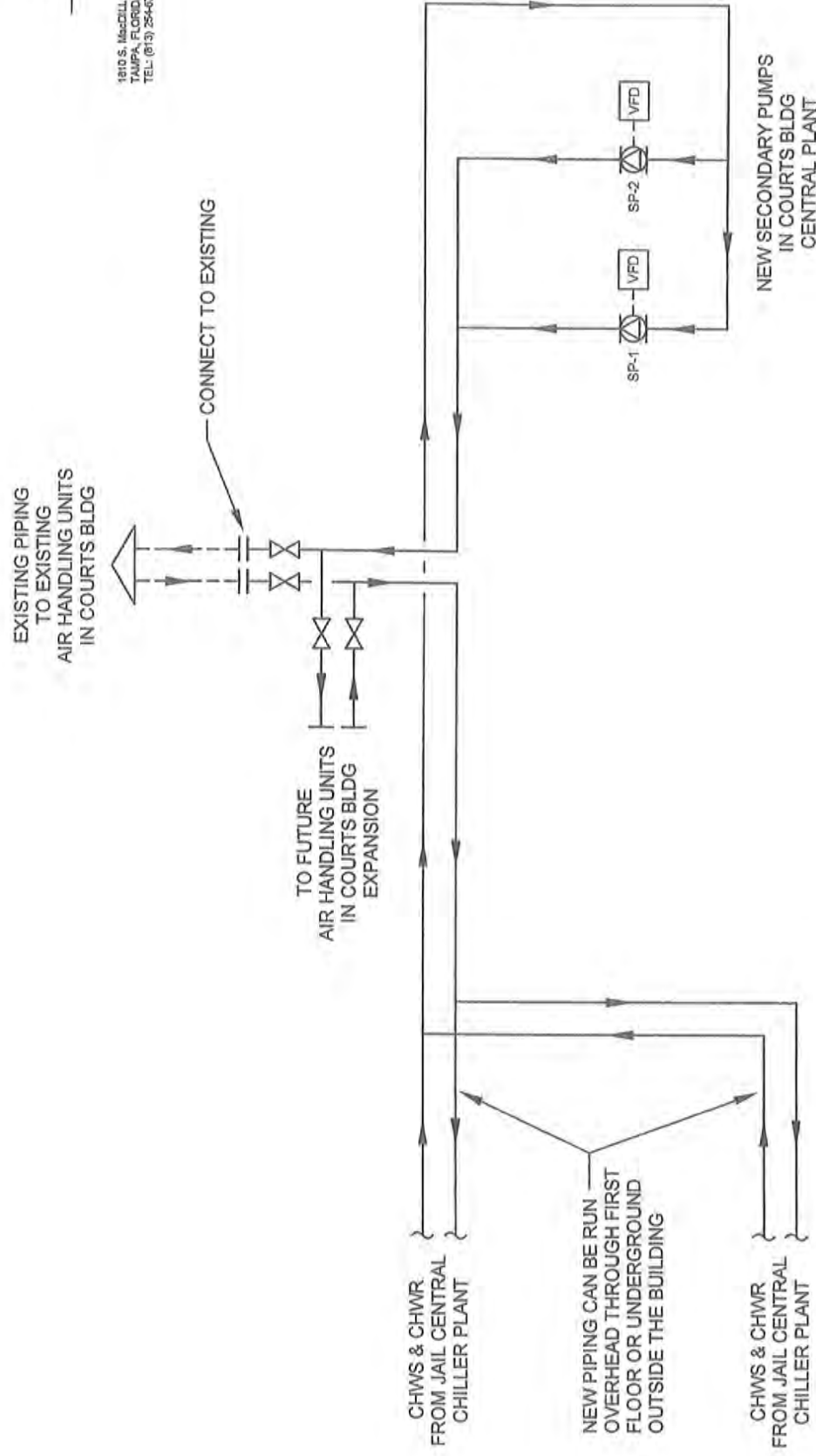
Pinellas County Criminal Justice Center Complex Master Plan 2009

Exhaust Fans Summary

Area Served	EF-	CFM	TEF-	CFM
Criminal Courts	1	2,655	1	1,175
	2	1,755	2	2,050
	3	2,150	3	3,495
	4	1,500	4	2,875
	5	2,150	5	3,975
	6	1,875	6	1,575
	7	1,025	7	1,110
	8	1,825	8	1,425
	9	1,300	9	6,855
	18	1,600		
	19	1,600		
	20	1,600		
	21	1,600		
	22	1,600		
	23	1,600		
Sub total		25,835		24,535
State Attorney	11	3,480	11	3,190
	12	3,445	12	1,350
Sub total		6,925		4,540
Public Defender	10	3,740	10	3,260
Grand Total		36,500		32,335

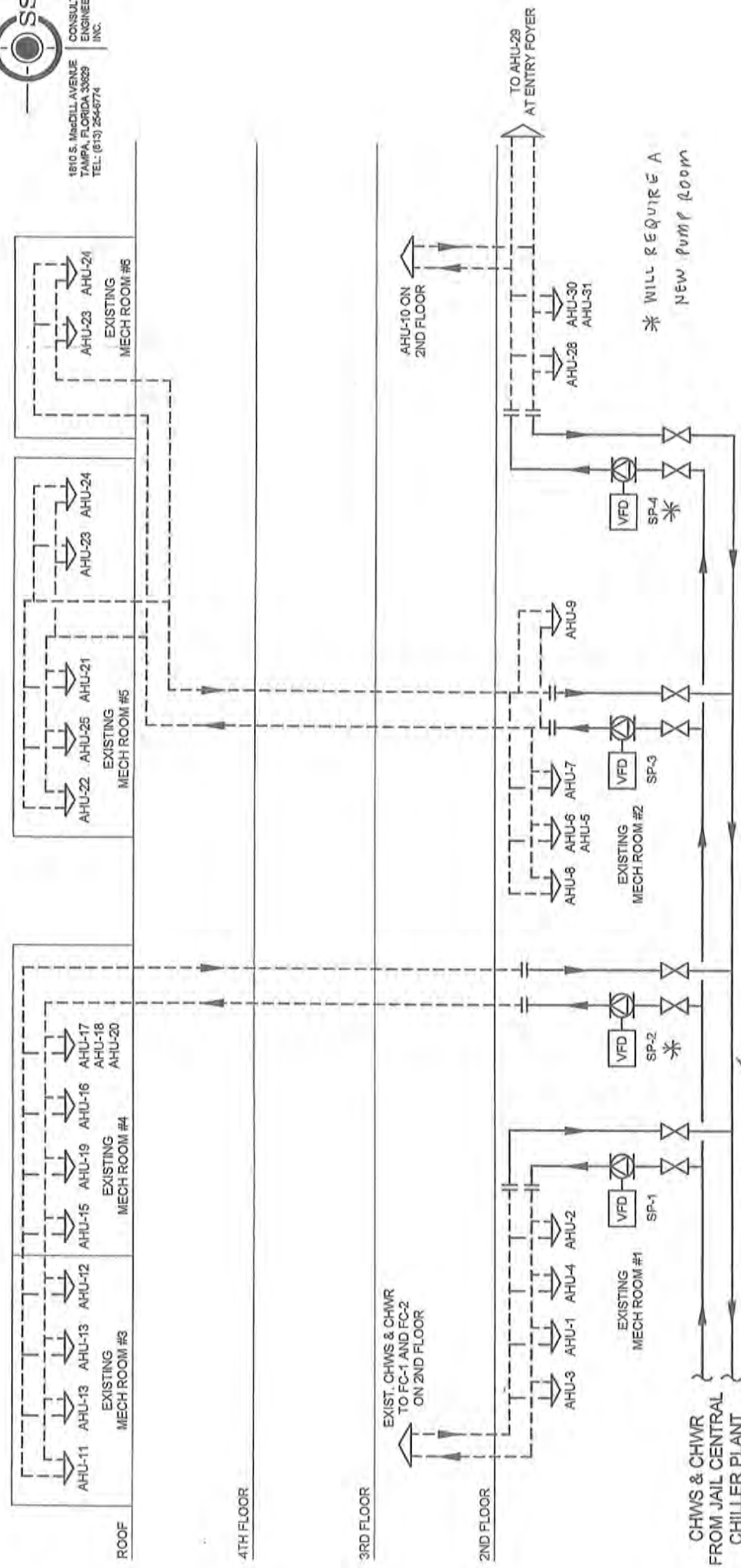
Note:

EF-18 thru EF-23 are relief fans.

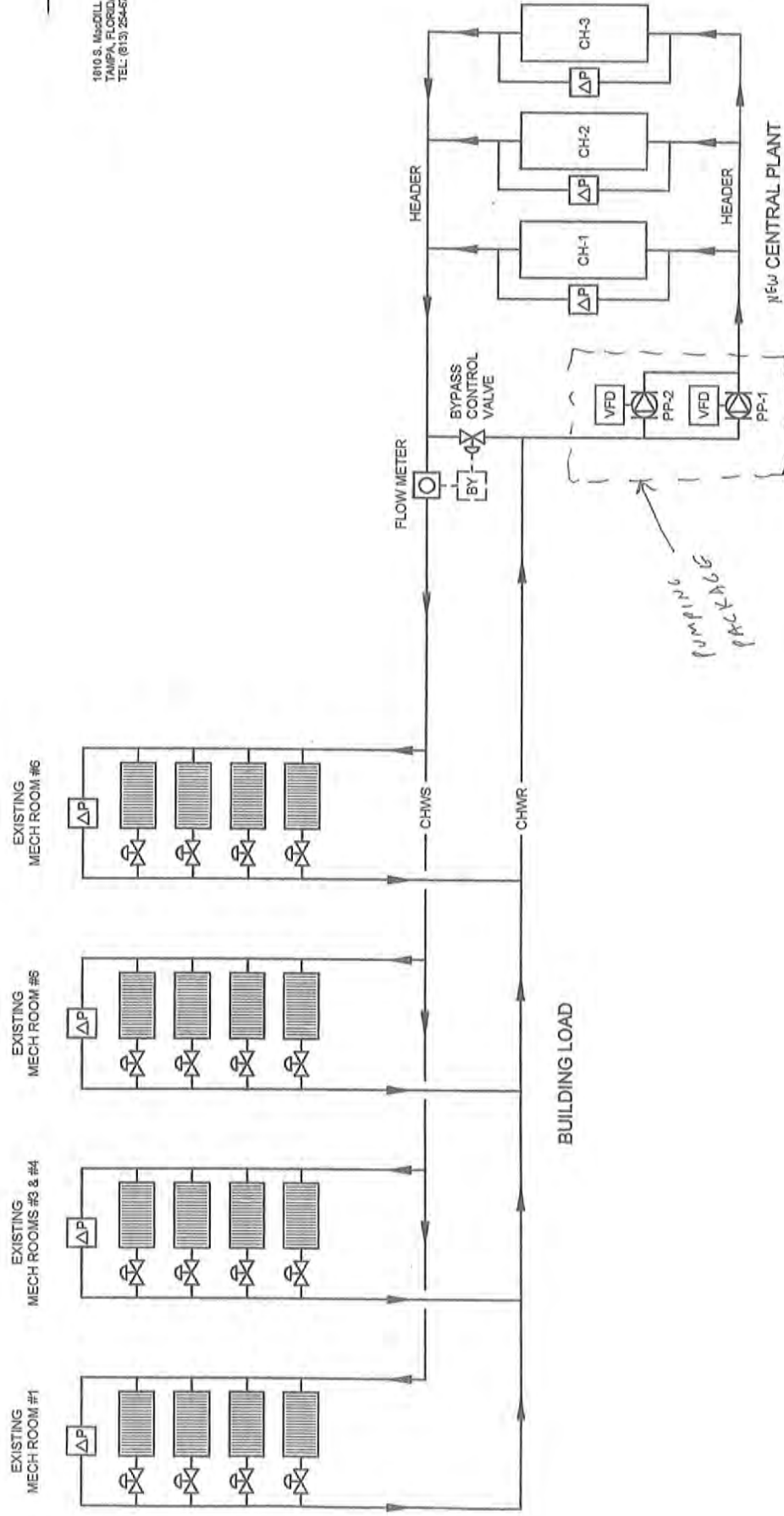


Pinellas County Criminal Justice Center Complex Master Plan

Diagram A



Pinellas County
Criminal Justice Center Complex
Master Plan
Diagram B



Pinellas County Criminal Justice Center Complex Master Plan

Diagram C



PINELLAS COUNTY CRIMINAL JUSTICE CENTER

NEEDS ASSESSMENT and STRATEGIC PLAN

PINELLAS COUNTY PROJECT NO. 1460, Amendment No. 2
R&P Project No. 0603PC

for the

PINELLAS COUNTY DEPARTMENT
OF
REAL ESTATE MANAGEMENT

TAB 7

ELECTRICAL ENGINEERING ASSESSMENT

I. State Attorney / Public Defender Building	1
A. Electrical Service	1
B. Distributing	1
C. Lightning Protection	4
D. Lighting Systems	4
E. Fire Alarm System	4
F. Code Compliance	5
G. Deficiencies / Concerns	6
H. Projected Life Evaluation	6
I. Adaptability / Expandability	7
II. Courts Facility Building	7
A. Electrical Service	7
B. Lightning Protection	10
C. Lighting Systems	11
D. Fire alarm System	11
E. Security System	12
F. Secondary Clock System	12
G. Code Compliance	13
H. Deficiencies / Concerns	14
I. Projected Life Evaluation	15
J. Adaptability / Expandability	15

Prepared by

Rolley Engineering, Inc. - Electrical Engineers

with



Rañon & Partners, Inc.
Architects

AA C000531

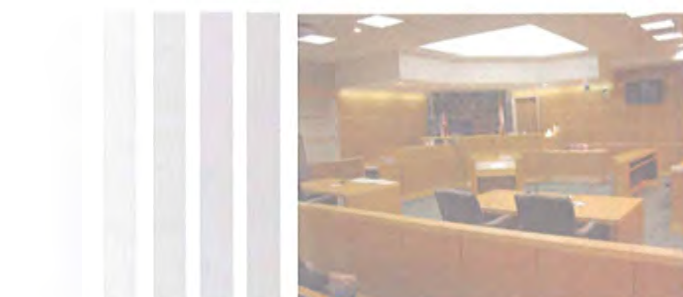
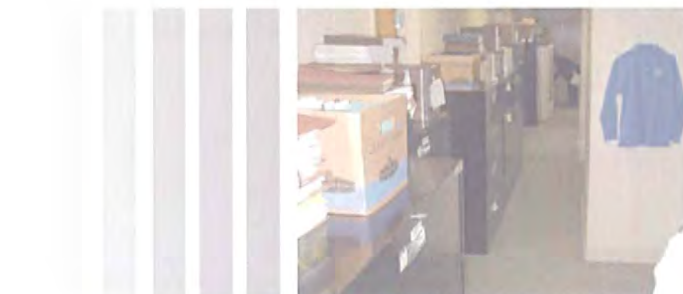
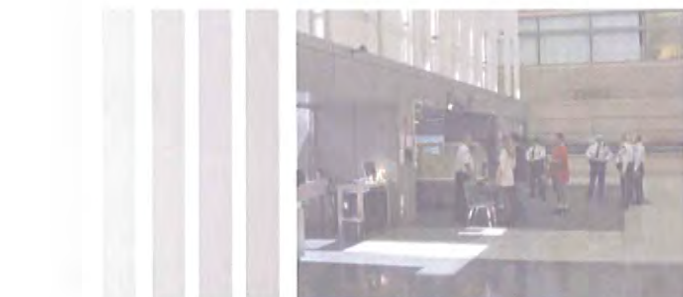
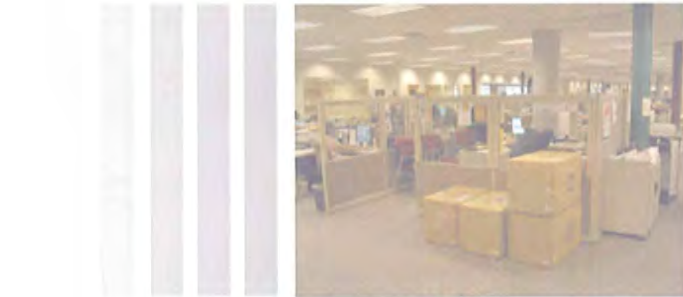


TABLE OF CONTENTS

1. STATE ATTORNEY / PUBLIC DEFENDER BUILDING	1
1.1. ELECTRICAL SERVICE.....	1
1.2. DISTRIBUTION	1
1.2.1. Main Electrical / Chiller Room	1
1.2.2. Electrical Characteristics.....	2
1.2.3. Emergency Generator	2
1.2.4. Satellite Electrical Rooms	3
1.2.5. Elevator Equipment Rooms	3
1.3. LIGHTNING PROTECTION	4
1.4. LIGHTING SYSTEMS.....	4
1.5. FIRE ALARM SYSTEM	4
1.6. CODE COMPLIANCE	5
1.7. DEFICIENCIES / CONCERNS	6
1.8. PROJECTED LIFE EVALUATION	6
1.9. ADAPTABILITY/EXPANDABILITY	7
2. COURTS FACILITY BUILDING.....	7
2.1. ELECTRICAL SERVICE.....	7
2.1.2. Electrical Characteristics.....	8
2.1.3. Emergency Generator	9
2.1.4. Satellite Electrical Rooms	10
2.1.5. Elevator Equipment Rooms	10
2.2. LIGHTNING PROTECTION	10
2.3. LIGHTING SYSTEMS.....	11
2.4. FIRE ALARM SYSTEM	11
2.5. SECURITY SYSTEM	12
2.5.4. Detention Control Room.....	12
2.5.5. Building Security Control Room.....	12
2.6. SECONDARY CLOCK SYSTEM	12
2.7. CODE COMPLIANCE	13
2.8. DEFICIENCIES / CONCERNS	14
2.9. PROJECTED LIFE EVALUATION	15
2.10. ADAPTABILITY/EXPANDABILITY	15

1. STATE ATTORNEY / PUBLIC DEFENDER BUILDING

1.1. Electrical Service

- 1.1.1. Electrical service is provided from a 1000 KVA, 277/480Y pad mounted transformer located in the utility yard west of the main electrical/chiller room. This Progress Energy transformer is separately metered and is set upon finish grade.
- 1.1.2. The secondary 277/480Y, copper, service entrance conductors are routed underground from the transformer to the main switchboard.

1.2. Distribution

1.2.1. Main Electrical / Chiller Room

- 1.2.1.a The main switchboard, switchgear, associated panels and generator are located within the first floor main electrical/chiller room. The electrical gear and generator share a common room with the chiller plant.
- 1.2.1.b The 277/480Y main switchboard is equipped with a 2000 Amp fusible main bolted pressure switch with GFP, individually fused branch switches and an integral 2000A/4P automatic transfer switch.
- 1.2.1.c The rear accessible switchboard was manufactured in 1981 by "ITE/Gould" Company, although (2) additional "Square D" fusible sections were added during the 1993 renovations. The switchboard contains ample spares/spaces for future use.
- 1.2.1.d The bolted pressure switch main and fusible branch switches do not appear to have been serviced since their initial installation and there is no record of the fuses ever being replaced.
- 1.2.1.e The switchboard appears to be in satisfactory condition and is set upon the finished floor. Heat scans of the equipment showed no abnormal "hot spots".
- 1.2.1.f Distribution is accomplished utilizing copper conductors and rigid conduit, although several feeders and branch circuits installed during the 1993 renovations were observed to be "metal clad" type "MC" cable. The conduits are equipped with equipment grounding conductors throughout and the building grounding electrode system appeared satisfactory.
- 1.2.1.g The main electrical room, although a little dirty, appeared in satisfactory condition and does contain free wall space for mounting of future panels. This room does also contain the

incoming telephone cabling and wall field. The required clearances for the switchgear within the main electrical room appeared to comply with all current codes.

1.2.2. Electrical Characteristics

1.2.2.a The electrical characteristics of the facility are as follows:

- Normal lighting (fluorescent) – 277V, single phase fed from 277/480V, three phase, four wire panels.
- Emergency lighting – 277V, single phase fed from 277/480V, three phase, four wire emergency panels.
- Exit lighting – 277V, single phase fed from 277/480V, three phase, four wire emergency panels.
- General purpose branch circuit loads - 120V, single phase fed from 120/208V, three phase, four wire panels via step-down transformer.
- HVAC and building equipment – 480/277V, three phase, four wire from individual HVAC equipment panels

1.2.3. Emergency Generator

- 1.2.3.a The 280KW, 277/480Y generator is set upon a 3" high housekeeping pad near the switchboard within the main electrical/chiller room. The generator was manufactured in 1981 by the Cummins/Onan Company and maintenance logs indicate 1100 hours of run time.
- 1.2.3.b The generator is exercised weekly, at no load, monthly under load and yearly using a rated load bank. The unit appears in very good condition and is equipped with a remote radiator and 250 gallon, steel reinforced, above ground, diesel fuel tank. These units are mounted outside, set upon finished grade near the Progress Energy transformer in the utility yard. The radiator and fuel tank appear aged and rusting.
- 1.2.3.c The 2000A/4P automatic transfer switch is mounted integral within the main switchboard and was manufactured by "Zenith" in 1981. The switch does not appear to have been serviced for quite some time and contains antiquated, screw-type controls. The switch does appear to be in satisfactory working condition.
- 1.2.3.d Emergency generation for this facility has been established to be "non-critical", therefore the generator only feeds life safety

branch loads, (2) elevators and the 2nd floor, State Attorney, server room air conditioning and battery loads. Originally, this generator did also feed a fire pump and central "UPS" unit, but these loads have since been eliminated.

1.2.4. Satellite Electrical Rooms

- 1.2.4.a All spaces within the State Attorney / Public Defender facility excluding the main and 2nd floor State Attorney electrical rooms were upgraded during the 1993 renovations. All switchgear, excluding the equipment within the noted electrical rooms, was manufactured by "Square D" Company in 1993.
- 1.2.4.b Distribution to the satellite electrical rooms is accomplished utilizing 480Volt feeders and 120/208Y step-down transformers. The transformers are sized no larger than 112.5 KVA and are rated 115 degrees C or 150 degrees C temperature rise.
- 1.2.4.c The switchgear within the satellite electrical rooms appears to be in very good condition, and contains about 20% spare breakers or spaces for future use. Most of the rooms do not contain wall space for the mounting of future panels. Heat scans of the equipment showed no abnormal "hot spots".
- 1.2.4.d The satellite electrical rooms appear in very good condition, but several of the electrical rooms on the 2nd, 3rd and 4th floors appear "very warm", due to the heat generated by the step-down transformers.
- 1.2.4.e Branch circuit wiring does appear to be equipped with equipment grounding conductors, but the neutral conductors of multi-wire branch circuits appear to be shared.

1.2.5. Elevator Equipment Rooms

- 1.2.5.a The elevators are equipped for "shutdown" and "recall". The rooms appear well lighted and clean, but the equipment room lights and receptacles are not fed using dedicated branch circuits.
- 1.2.5.b The local disconnecting means for the elevators appears to be "non lockable" circuit breakers.
- 1.2.5.c The placement of the fire alarm heat detectors, required for elevator shutdown, do not appear to be located within 24 inches of each sprinkler head.

1.3. Lightning Protection

- 1.3.1. Although the 1993 Courts addition is protected by a roof mounted, "Franklin" lightning protection system, the 1981 State Attorney / Public Defender Building is not. It must be noted that these two buildings do have a common roof.
- 1.3.2. The majority of panels within this facility are not provided with transient surge protection to protect equipment from lightning strikes.

1.4. Lighting Systems

- 1.4.1. Original lighting systems excluding those within the main and 2nd floor State Attorney electrical rooms were upgraded during the 1993 renovation. The majority of the 2 x 4, parabolic louvered, fluorescent troffers installed at that time have been recently retrofitted. The center lamp has been removed, the remaining (2) lamps have been replaced by "T8" type and the ballasts have been replaced by high frequency electronic units. The incandescent exit lights have been replaced by efficient "LED" types and the incandescent lamps within the downlights have been replaced by screw base, compact fluorescent lamps. The County has now begun a maintenance program to replace the light switches with occupancy sensor controls.
- 1.4.2. The lighting within the main and 2nd floor State Attorney electrical rooms appears ample but dirty and aged.
- 1.4.3. The lighting fixtures within a majority of the satellite electrical rooms do not appear to be fed from the generator. Note that the original design drawings do show the requirement for this emergency lighting, but it seems the lighting was not installed. Several electrical rooms contain emergency panels, but are not equipped with additional battery units.

1.5. Fire Alarm System

- 1.5.1. The original fire alarm system installed in 1981 was totally upgraded during the 1993 renovations. The existing control panel within the main electrical/chiller room was removed and the enclosure is now utilized as a termination box. An addressable, Simplex 4100+ control panel equipped for voice evacuation was installed within the fire control room off the building security room of the Courts building. All fire alarm devices installed within the State Attorney / Public Defenders building are supervised from this control panel.
- 1.5.2. Placement of existing fire alarm devices appears to comply with current codes, but the strobe lights are not "synchronized" for the impaired. Intensity of the strobe lights appears to vary by size of the room (e.g.: 15, 30 or 110 candela).

1.6. Code Compliance

- 1.6.1. This facility was initially constructed in 1981 and renovated in 1993. The facility is therefore not in compliance with the following current code issues: Any upgrades or future additions to the facility may require compliance with these code changes.
- 1.6.2. This facility is essentially connected to the Courts building via common corridors and a common roof, yet the two separate Progress Energy secondary services serving these facilities cannot be shutdown at either main electrical room. This condition may violate NEC 230.2.
- 1.6.3. The generator, if replaced, would be required to be located within a separate 2-hour rated room, per NFPA requirements.
- 1.6.4. Although commendable, the lighting retrofit of utilizing (2) lamps within the (3) lamp fluorescent fixtures and the addition of occupancy sensors may not fulfill the controls and lighting load densities required by the FBC 2007. Any construction changes undertaken would require compliance with FBC 2007.
- 1.6.5. The lighting and receptacles within the elevator equipment rooms are not fed from dedicated circuits. The lighting within the equipment rooms, housing the elevators fed from generator, must be fed from generator and equipped with additional battery units. The receptacles within the equipment rooms must also be "GFCI" type.
- 1.6.6. The lighting within the elevator pits do not comply with the 10 footcandle minimum requirement and the elevator local circuit breakers are not lockable. The equipment room heat detectors required for elevator shutdown are not located per NFPA or the current elevator code.
- 1.6.7. The lighting within the satellite electrical rooms is not presently fed from the generator nor are the rooms equipped with emergency panels provided with battery lighting.
- 1.6.8. The 45 KVA step-down transformer feeding panel "LMCC" within the main electrical / chiller room is improperly grounded to a ground rod. A #2/THW/CU/GRND is required from the transformer ground to building steel.
- 1.6.9. The "NEC" now requires the "life safety branch loads" to be separately fed from a dedicated automatic transfer switch ("ATS"). The replacement of the generator would cause major rewiring of the emergency feeders and the addition of a life safety "ATS".

-
- 1.6.10. The fire alarm strobe lights are not synchronized, as is now required by NFPA 72; nor are the strobe lights rated at 75 candela as required by the FBC. Any renovations to existing spaces will cause replacement of the strobe lights, the addition of synchronization modules within the FACP and possibly the addition of signal circuit expander panels.

1.7. Deficiencies / Concerns

- 1.7.1. This facility is essentially connected to the Courts building via a common roof, but this building is not equipped with a lightning protection system. A "Franklin" lightning protection system should be provided for the State Attorney / Public Defender building and appropriately bonded to the Courts System.
- 1.7.2. The majority of the electrical system is not equipped with transient surge protection. Surge protectors should be provided at the majority of 277/480Y and 120/208Y panelboards.
- 1.7.3. The lighting within enclosed public corridors and stairwells (e.g.: areas without windows) are fed from generator, but will remain unlighted between the time of the power outage and transfer to generator. Battery lighting or "ride-thru" lighting should be provided to illuminate these public spaces during transfer to generator.
- 1.7.4. The satellite dish cantilever mounted at the State Attorney roof does not appear to be rated for 130 MPH wind gust.

1.8. Projected Life Evaluation

- 1.8.1. The main switchgear is over 28 years old and is in generally good condition. The switchgear appears to be 70% loaded and does have spare switches, but due to the age of the equipment, availability of spare parts will become quite difficult. As a minimum, the fuses should be replaced and the bolted pressure switch and automatic transfer switch should be serviced.
- 1.8.2. The generator appears to be 60% loaded and has a running time of 1100 hours. The unit is over 28 years old and has been well maintained, but scarcity of spare parts will become a problem. Replacement of the generator is inevitable. The remote radiator, also 28 years old, is showing signs of age and should be replaced with the generator. The above ground, steel fuel tank may also be reaching its end of life and require replacement, preferably with a concrete encased, double steel walled unit.
- 1.8.3. The electrical panels and transformers within the satellite electrical rooms are over 15 years old and in generally very good condition. The panels appear to contain 20% spare breakers or spaces. The step-down transformers are reaching their 20 year published life. When

replaced, much more efficient, low energy, low temperature units should be utilized. Significant energy savings can be attained using "low load loss" transformers.

- 1.8.4. The lighting fixtures within the main and 2nd floor State Attorney electrical rooms are over 28 years old and should be replaced. The new lighting should be fed from generator and battery units should also be provided.

1.9. Adaptability/Expandability

- 1.9.1. Due to the provision of FBC 2007 and the fixed nature of this structure, major expansion or renovation of this building will be quite an electrical undertaking and will require major rework of all systems. The electrical service appears to have 30% spare capacity.
- 1.9.2. The elevations of the pad mounted transformer and electrical gear are slightly above flood plain (+11.0' ASL) and well below the hurricane storm surge elevation of 20.0' ASL. The 280 KW generator, remote radiator and 250 gallon fuel tank appear to be elevated at finished floor (actual elevation not known) and will allow emergency operations for about 20 hours.
- 1.9.3. Incoming voice and data wiring presently enters through the main electrical/chiller room. This room is not air conditioned or suited for this cabling. Planning must be instituted to relocate the "Demarc" equipment to a dedicated, clean and air conditioned space.

2. COURTS FACILITY BUILDING

2.1. Electrical Service

- 2.1.1. Electrical service is provided from (1) 1000 KVA and (1) 750 KVA, 277/480Y pad mounted transformers located in the utility yard north of the main electrical room. These Progress Energy transformers are separately metered and are set upon finish grade.
 - 1.1.1. The Progress Energy transformers were replaced last year due to "oil leakage".
 - 1.1.2. The secondary 277/480Y, copper, service entrance conductors are routed underground from the 1000 KVA transformer to main switchboard "MSA" and from the 750 KVA transformer to main switchboard "MSB".

1.2. Distribution

1.2.1. Main Electrical Room

- 2.1.1.a The main switchboards, switchgear and associated panels are located within the first floor main electrical room.
- 2.1.1.b The 277/480Y main switchboard "MSA" is equipped with a 4000 Amp fusible main bolted pressure switch with GFP, individually fused branch switches and an integral 2000A/4P automatic transfer switch.
- 2.1.1.c The 277/480Y main switchboard "MSB" is equipped with a 3000 Amp fusible bolted press switch with GFP and individually fused branch switches.
- 2.1.1.d These rear accessible switchboards were manufactured in 1993 by "Square D" Company. The switchboards contain ample spares/spaces for future use.
- 2.1.1.e The bolted pressure switch mains and fusible branch switches do not appear to have been serviced since their initial installation and there is no record of the fuses ever being replaced.
- 2.1.1.f The switchboards appear to be in very good condition and are set upon a 3 inch high concrete housekeeping pad. Heat scans of the equipment showed no abnormal "hot spots".
- 2.1.1.g Distribution is accomplished utilizing "metal clad" type "MC" cable with copper conductors. The cables are equipped with equipment grounding conductors throughout and the building grounding electrode system appeared satisfactory. It appears that only the fire alarm and HVAC controls wiring are contained within conduits.
- 2.1.1.h The main electrical room appeared clean, in very good condition and does contain free wall space for mounting of future panels. The required clearances for the switchgear within the main electrical room appeared to comply with all current codes.

2.1.2. Electrical Characteristics

- 2.1.2.a The electrical characteristics of the facility are as follows:
 - Normal lighting (fluorescent) – 277V, single phase fed from 277/480V, three phase, four wire panels.

-
- Emergency lighting – 277V, single phase fed from 277/480V, three phase, four wire emergency panels.
 - Exit lighting – 277V, single phase fed from 277/480V, three phase, four wire emergency panels.
 - General purpose branch circuit loads - 120V, single phase fed from 120/208V, three phase, four wire panels via step-down transformer.
 - HVAC and building equipment – 480/277V, three phase, four wire from individual HVAC equipment panels

2.1.3. Emergency Generator

- 2.1.3.a The 1000 KW, 277/480Y generator is set upon an 18 inch high elevated platform near the pad mounted transformers. The generator was manufactured in 1993 by the Cummins/Onan Company and maintenance logs indicate 340 hours of run time.
- 2.1.3.b The generator is exercised weekly, at no load, monthly under load and yearly using a rated load bank. The unit appears in very good condition and is equipped with a remote 2000 gallon, concrete encased, steel reinforced, above ground, diesel fuel tank. These units are mounted outside, near the Progress Energy transformers and are somewhat protected by a 5 foot high masonry wall. The fuel tank appears to be in very good condition.
- 2.1.3.c The 2000A/4P automatic transfer switch is mounted integral within main switchboard "MSA" and was manufactured by Cummins/Onan Company in 1993. The switch has been serviced twice since its installation due to faulty "mother boards". The status lights were not functional during our visit and the switch has no digital readouts for easy reprogramming. The switch does appear to be in satisfactory working condition.
- 2.1.3.d Emergency generation for this facility has been established to be "non-critical", therefore the generator feeds life safety branch loads, a majority of the (14) elevators, a 125 HP fire pump and the smoke removal systems. The 125 HP fire pump is fed from a 400 Amp switch within the emergency section of switchboard "MSA". Design drawings indicate that this switch is fused at 250 Amp.

2.1.4. Satellite Electrical Rooms

- 2.1.4.a All switchgear, panelboards, and transformers within the electrical rooms were manufactured by "Square D" Company in 1993.
- 2.1.4.b Distribution to the satellite electrical rooms is accomplished utilizing 480Volt feeders and 120/208Y step-down transformers. The transformers are sized no larger than 112.5 KVA and are rated 115 degrees C or 150 degrees C temperature rise.
- 2.1.4.c The switchgear within the satellite electrical rooms appears to be in very good condition, and contains about 20% spare breakers or spaces for future use. Most of the rooms do not contain wall space for the mounting of future panels. Heat scans of the equipment showed no abnormal "hot spots".
- 2.1.4.d The satellite electrical rooms appear in very good condition, but several of the electrical rooms appear "very warm", due to the heat generated by the step-down transformers.
- 2.1.4.e Branch circuit wiring does appear to be equipped with equipment grounding conductors, but the neutral conductors of multi-wire branch circuits appear to be shared.

2.1.5. Elevator Equipment Rooms

- 2.1.5.a The elevators are equipped for "shutdown" and "recall". The rooms appear well lighted and clean, but the equipment room lights and receptacles are not fed using dedicated branch circuits.
- 2.1.5.b The local disconnecting means for the elevators appears to be "non lockable" circuit breakers.
- 2.1.5.c The placement of the fire alarm heat detectors, required for elevator shutdown, do not appear to be located within 24 inches of each sprinkler head.

2.2. Lightning Protection

- 2.2.1. The Courts addition is protected by a roof mounted, "Franklin" lightning protection system, but the 1981 State Attorney / Public Defender Building is not. It must be noted that these two buildings do have a common roof.
- 2.2.2. The majority of panels within this facility are not provided with transient surge protection to protect equipment from lightning strikes.

2.3. Lighting Systems

- 2.3.1. The majority of the 2 x 4, parabolic louvered, fluorescent troffers originally installed have been recently retrofitted. The center lamp has been removed, the remaining (2) lamps have been replaced by "T8" type and the ballasts have been replaced by high frequency electronic units. The incandescent exit lights have been replaced by efficient "LED" types and the incandescent lamps within the downlights have been replaced by screw base, compact fluorescent lamps. The County has now begun a maintenance program to replace the light switches with occupancy sensor controls.
- 2.3.2. The lighting within the main and satellite electrical rooms appears ample and in very good condition.
- 2.3.3. The lighting fixtures within a majority of the satellite electrical rooms do not appear to be fed from the generator. Note that the original design drawings do show the requirement for this emergency lighting, but it seems the lighting was not installed. Several electrical rooms contain emergency panels, but are not equipped with additional battery units.

2.4. Fire Alarm System

- 2.4.1. An addressable, Simplex 4100+ control panel equipped for voice evacuation was installed within the fire control room off the building security control room during the 1993 construction. All fire alarm devices installed within the State Attorney / Public Defender building are also supervised from this control panel.
- 2.4.2. Remote annunciators are located at the lobby and within the building security and detention control rooms. A fourth annunciator and printer are located, beside the "EMS" computer, within a maintenance office near the facility management break room.
- 2.4.3. The central battery system for the fire alarm system is located adjacent to the control panel within the fire control room.
- 2.4.4. The control panel is not equipped with a dialer and is not remotely monitored by a certified central monitoring agency. Monitoring of the system is performed by the security staff on a 24 hour, 7 days a week schedule.
- 2.4.5. Placement of existing fire alarm devices appears to comply with current codes, but the strobe lights are not "synchronized" for the impaired. Intensity of the strobe lights appears to vary by size of the room (e.g.: 15, 30 or 110 candela).

2.5. Security System

- 2.5.1. The Criminal Justice Complex is equipped with a security system consisting of door, intercom and CCTV surveillance control for the detention areas, bailiff communications, duress alarms, access control and CCTV surveillance for the building complex. The entire security system was manufactured and installed by the "Simplex Company" in 1994. Minimal security upgrades have been performed since the initial installation.
- 2.5.2. The security system is monitored by an antiquated computer system utilizing "Window 3.1" software. The computer is not redundant or interfaced with any other system. Failure of this computer or its software will cause the complete loss of control for the door, intercom and CCTV surveillance systems.
- 2.5.3. The majority of CCTV cameras both detention and building security, are not equipped for recording. The exterior cameras do not provide ample resolution for night time viewing and do not provide the necessary coverage of the security scanning process and parking lots.
- 2.5.4. Detention Control Room
 - 2.5.4.a The detention control room houses the controls for all detention related security systems and appears cramped. The monitors are mounted individually within video racks above the control consoles and appear to be vintage 1990's issue.
 - 2.5.4.b The hardware and racks for the detention controls are contained within an adjacent "systems" room. This room houses the Simplex 4120 detention control panels, CCTV racks and emergency elevator controls. The room appears to contain a "wet pipe" sprinkler system and seemed to be warm.
- 2.5.5. Building Security Control Room
 - 2.5.5.a The building security control room houses the controls for all building related security systems and appears cramped. The monitors are mounted individually within video racks and appear to be vintage 1990's issue. Several other monitors and a small "DVR" were also observed to be set upon card board boxes.

2.6. Secondary Clock System

- 2.6.1. The courtrooms are equipped with a corrected, secondary clock system. The master clock (Simplex #6400) is located near the FACP within the fire control room. The system was installed in 1993 and appears to be in satisfactory working condition.

2.7. Code Compliance

- 2.7.1. This facility was constructed in 1993 and is therefore not in compliance with the following current code issues: Any upgrades or future additions to the facility may require compliance with these code changes.
- 2.7.2. This facility is essentially connected to the State Attorney / Public Defender building via common corridors and a common roof, yet the two separate Progress Energy secondary services serving these facilities cannot be shutdown at either main electrical room. This condition may violate NEC 230.2.
- 2.7.3. The "normal" over current protection for the 125 HP (156 FLA at 480/3) fire pump is sized at 250 Amp, but NEC 695.4(B)(1) requires the fuses to be sized at (6) times running load or 1000 Amps.
- 2.7.4. Presently, chilled water piping is routed above panels "2CB1" and "2CB2" within the second floor electrical room 2405. This is a violation of NEC 110.26(F)(1). A similar condition was observed above the 112.5 KVA transformer in the second floor electrical room 2403.
- 2.7.5. Per NFPA 110, para. 7.3.1 battery operated lighting is required at the exterior generator and above ground fuel tank.
- 2.7.6. Although commendable, the lighting retrofit of utilizing (2) lamps within the (3) lamp fluorescent fixtures and the addition of occupancy sensors may not fulfill the controls and lighting load densities required by the FBC 2007. Any construction changes undertaken would require compliance with FBC 2007.
- 2.7.7. The lighting and receptacles within the elevator equipment rooms are not fed from dedicated circuits. The lighting within the equipment rooms, housing the elevators fed from generator, must be fed from generator and equipped with additional battery units. The receptacles within the equipment rooms must also be "GFCI" type.
- 2.7.8. The lighting within the elevator pits do not comply with the 10 footcandle minimum requirement and the elevator local circuit breakers are not lockable. The equipment room heat detectors required for elevator shutdown are not located per NFPA or the current elevator code.
- 2.7.9. The lighting within the satellite electrical rooms is not presently fed from the generator nor are the rooms equipped with emergency panels provided with battery lighting.
- 2.7.10. The "NEC" now requires the "life safety branch loads" to be separately fed from a dedicated automatic transfer switch ("ATS"). Any major

rework of the emergency system would cause major rewiring of the emergency feeders and the addition of a life safety "ATS".

- 2.7.11. The fire alarm strobe lights are not synchronized, as is now required by NFPA 72; nor are the strobe lights rated at 75 candela as required by the FBC. Any renovations to existing spaces will cause replacement of the strobe lights, the addition of synchronization modules within the FACP and possibly the addition of signal circuit expander panels.

2.8. Deficiencies / Concerns

- 2.8.1. Many of the step-down transformers located within the satellite electrical rooms do not appear to have adequate ventilation. These transformers are not set 8 to 12 inches away from the walls as recommended by the manufacturer.
- 2.8.2. The majority of the power wiring (feeders and branch circuits) installed are "metal clad" type "MC" cable. These cables have been randomly bundled presenting a "very poor" installation and the support of the cables is not adequate. The cables are drooping and hanging and virtually impossible to trace. We suggest the use of hard pipe (conduit) for all future electrical work.
- 2.8.3. The branch circuit panelboards located within the above slab, satellite electrical rooms are not equipped with main breakers. De-energization of these panels must be accomplished by opening the feeder switches within the main switchboards.
- 2.8.4. This facility is equipped with (2) separately metered service laterals. In an effort to reap the most economical utility billing, we suggest the metering be "totalized" by Progress Energy.
- 2.8.5. The majority of the electrical system is not equipped with transient surge protection. Surge protectors should be provided at the majority of 277/480Y and 120/208Y panelboards.
- 2.8.6. The lighting within enclosed public corridors and stairwells (e.g.: areas without windows) are fed from generator, but will remain unlighted between the time of the power outage and transfer to generator. Battery lighting or "ride-thru" lighting should be provided to illuminate these public spaces during transfer to generator.
- 2.8.7. Presently, the CCTV surveillance for the Criminal Justice Center is accomplished utilizing (88) cameras for the detention areas and (125) building security cameras. The entire security system is deficient. The system is antiquated, proprietary, non-redundant and in immediate need of replacement.

-
- 2.8.8. A new security system complete with touch screen controls, PLC command, DVR's, updated software and redundant work station should be provided. Existing cameras should be replaced with higher resolution type and additional cameras should be provided to properly monitor the entire complex. County staff have indicated a need for an additional (114) cameras.
 - 2.8.9. The detention and building security control rooms should be totally renovated. Video walls should be provided utilizing the latest "LCD" flat screen monitors. The control consoles should be totally upgraded, for user comfort and efficiency.
 - 2.8.10. The fire alarm system presently is not equipped for central station monitoring. As a minimum, central station monitoring should be added to the fire alarm system.

2.9. Projected Life Evaluation

- 2.9.1. The electrical systems are 15 years old and in very good condition. The systems should provide 15+ years of continued service with minimal maintenance.
- 2.9.2. The fuses within the main switchboards should be replaced and the bolted pressure switches and automatic transfer switch should be serviced.
- 2.9.3. The generator appears to be 70% loaded and has a running time of 340 hours. The unit is over 15 years old, has been well maintained and should provide 15+ years of continued service.
- 2.9.4. The electrical panels and transformers within the satellite electrical rooms are over 15 years old and in generally very good condition. The panels appear to contain 20% spare breakers or spaces. The step-down transformers are reaching their 20 year published life. When replaced, much more efficient, low energy, low temperature units should be utilized. Significant energy savings can be attained using "low load loss" transformers.

2.10. Adaptability/Expandability

- 2.10.1. Due to the provision of FBC 2007 and the fixed nature of this structure, major expansion or renovation of this building will be quite an electrical undertaking and will require major rework of all systems. The electrical service appears to have 50% spare capacity and additional future sections can be added to the main switchboards.
- 2.10.2. The elevations of the pad mounted transformer and electrical gear are slightly above flood plain (+11.0' ASL) and well below the hurricane storm surge elevation of 20.0' ASL. The 1000 KW generator and 2000

gallon fuel tank appear to be elevated at 18 inches above flood plain (actual elevation not known) and will allow emergency operations for about 40 hours.

- 2.10.3. Existing major communication lines appear to run east and west just south of the Courts building. The presence of the underground conduits must be coordinated with the placement of any future building additions.
- 2.10.4. Presently, all vital security, building safety and voice/data equipment are located on the first floor well below the storm surge elevation. County staff has indicated a strong desire to relocate all the vital systems to the second floor.