

TRAVIS COUNTY
CENTRAL CAMPUS STUDY
PHASE TWO: FACILITIES MASTER PLAN

APPENDIX G:
CIVIL AND FAMILY COURTHOUSE
SPACE PROGRAM

MARCH 2012

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ACKNOWLEDGEMENTS

COMMISSIONERS COURT

The Honorable Samuel T. Biscoe,
County Judge

The Honorable Ron Davis,
Commissioner, Precinct 1

The Honorable Sarah Eckhardt,
Commissioner, Precinct 2

The Honorable Karen Huber,
Commissioner, Precinct 3

The Honorable Margaret Gómez,
Commissioner, Precinct 4

STEERING COMMITTEE

Leroy Nellis, Acting County Executive, Planning
and Budget Office and Study Project
Executive

Belinda Powell, Strategic Planning Manager -
Planning and Budget Office and Study
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Leslie Stricklan, AIA, Senior Project Manager,
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The Honorable Samuel T. Biscoe, County Judge

The Honorable Sarah Eckhardt, Commissioner,
Precinct 2

The Honorable John Dietz, Judge 250th District
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The Honorable Julie Kocurek, Judge 390th
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CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

INTRODUCTION

The Space Program Tables, which depict detailed space programs for each office and department in the Central Campus Study, are included in this chapter. The detailed tables are preceded by a program summary for both the Courts and the General Government components. A Courtroom Summary and Judicial Summary are also included.

The Space Program Tables presented in this report reflect the Program that was approved by the Travis County Commissioners Court on August 16, 2011 and updated on August 26, 2011.

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

PROGRAM SUMMARY - CIVIL AND FAMILY COURTHOUSE									
Component	Unit Size	Current Need		2015 Need		2025 Need		2035 Need	
	NOSF	NOSF	Staff	NOSF	Staff	NOSF	Staff	NOSF	Staff
<i>Courts Offices and Departments</i>									
1. Civil Courts - Courtrooms	49,162	72,913	0	94,625	0	110,313	0	126,350	0
2. Civil Courts - Judiciary		30,715	90	39,153	115	45,877	135	52,804	155
3A. Courts Admin - District Judge		5,932	17	7,536	28	8,405	34	9,037	39
3B. Courts Admin - Administrator		2,649	8	2,921	10	3,194	12	3,293	13
4. District Clerk	23,572 ⁽¹⁾	13,820	76	15,849	95	18,386	117	20,916	141
5. County Clerk	18,688 ⁽¹⁾	11,210	35	12,633	48	13,635	56	14,577	64
6. Domestic Relations		12,359	53	14,504	58	16,089	68	18,139	78
7A. Office of Child Representation	2,756	2,134	8	4,504	18	5,235	21	6,062	26
7B. Office of Parental Representation	2,756	2,268	8	3,787	16	4,896	21	5,504	24
8. Law Library	4,175	12,137	25	13,802	33	16,570	48	17,343	56
9. Dispute Resolution Center		4,847	3	4,847	3	4,847	3	4,847	3
10. Sheriff - Transport and Staging	16,087 ⁽¹⁾⁽²⁾	6,045	50	6,333	57	6,681	71	6,804	83

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

PROGRAM SUMMARY - CIVIL AND FAMILY COURTHOUSE (CONTINUED)									
Component	Unit Size	Current Need		2015 Need		2025 Need		2035 Need	
	NOSF	NOSF	Staff	NOSF	Staff	NOSF	Staff	NOSF	Staff
11. Building Support	-	16,705	26	17,223	30	17,491	33	17,758	36
12. Building Amenities	-	21,755	0	22,430	0	23,105	0	23,780	0
13. AG IV-D Associate Judge's Court Support	2,450	2,174	0	2,174	0	2,174	0	2,174	0
14. District Attorney		2,475	6	2,885	9	2,885	9	3,209	11
Total Net Square Feet (NOSF)	119,646	220,137	405	265,205	520	299,782	628	332,595	729
Grossing Factor		1.535		1.535		1.535		1.535	
Total Building Gross Square Feet (GSF)		337,910		407,090		460,165		510,533	
Secure Parking Garage		GSF	#	GSF	#	GSF	#	GSF	#
Secure Parking in basement @ 400 GSF/Space		10,000		12,000		13,600		15,200	
Total Gross Square Feet w/ Parking (GSF)		347,910		419,090		473,765		525,733	
⁽¹⁾ Existing area includes both Criminal and Civil Court space. ⁽²⁾ Sheriff Transport and Staging area includes building security and screening ⁽³⁾ In 2035 final phase of the Facilities Master Plan, County Clerk may consolidate Criminal and Civil Functions into HMS Building, but maintain a beachhead office and kiosks in CFCH * Grossing Factor includes interdepartmental wall thicknesses and circulation (hallways, stairs, elevators, etc.), elevator lobbies, exterior wall thicknesses, interior shafts, janitor closets, electrical closets, mechanical spaces, public restrooms, staff restrooms.									

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

JUDICIAL SUMMARY								
Component	Current Need		2015 Need		2025 Need		2035 Need	
	Judicial Officers		Judicial Officers		Judicial Officers		Judicial Officers	
Civil Court								
District Judge	10		12		14		16	
Visiting Judge	-		1		1		1	
County Court at Law Judge	2		3		4		5	
Associate Judge	6		7		8		9	
Total Civil Court Judicial Officers	18		23		27		31	
COURTROOM/HEARING ROOM SUMMARY								
Component	Current Need		2015 Need		2025 Need		2035 Need	
	Courtrooms/Hearing Rooms		Courtrooms/Hearing Rooms		Courtrooms/Hearing Rooms		Courtrooms/Hearing Rooms	
Civil Court								
Special Proceedings Courtroom	1		1		1		1	
Civil Jury Courtroom	11		15		18		21	
Civil Non-Jury Courtroom (CPS)	3		3		3		4	
Family Non-Jury Drug Court Courtroom	1		1		1		1	
Civil AG IV-D Associate Judges Courtroom	2		3		4		4	
Civil Non-Jury Hearing Room	0		2		2		2	
Total Civil Court Courtrooms	18		25		29		33	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

CONFERENCE ROOM SUMMARY (CONTINUED)							
Component	Unit Size	Quantity	Total NSF	Notes			
1. Civil Courts Courtrooms							
<i>District Court</i>							
Attorney/Client Interview Room	100	54	5,400	2 per courtroom, 27 courtrooms			
Large Attorney Conference Room	600	14	8,400	Accom. 16 people. 1 per 2 courtrooms, 27 courtrooms			
Jury Deliberation Room	375	21	7,875	1 per jury courtroom, 21 jury courtrooms			
County Courts-at-Law			2,921				
Attorney/Client Interview Room	100	5	500	2 per courtroom, 5 courtrooms			
Large Attorney Conference Room	600	3	1,800	Accom. 16 people. 1 per 2 courtrooms, 5 courtrooms			
Jury Deliberation Room	375	5	1,875	1 per jury courtroom, 5 jury courtrooms			
2. Civil Courts - Judiciary							
<i>District Court</i>							
Judicial Conference Room	150	29	4,350	1 per judicial officer, 29 judicial officers			
Shared Judicial Conference Room / Library	-	-	-				
County Courts-at-Law							
Judicial Conference Room	150	5	750	1 per judicial officer, 5 judicial officers			

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

CONFERENCE ROOM SUMMARY (CONTINUED)							
Component	Unit Size	Quantity	Total NSF	Notes			
3. Civil Courts - Administration							
Conference Room	600	1	600	Accommodate 16 people			
4. District Clerk							
Conference Room	450	1	450	Accommodate 12 people			
5. County Clerk							
Conference Room	600	1	600	Accommodate 16 people			
7A. Office of Child Representation							
Conference Room	450	1	450	Accommodate 12 people			
8. Law Library							
Attorney Conference Room	450	1	450	Accommodate 12 people			

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

CONFERENCE ROOM SUMMARY (CONTINUED)							
Component	Unit Size	Quantity	Total NSF	Notes			
12. Building Amenities - Courts							
Shared Support Space							
Large Conference Room / Multi-Purpose Room	2,800	1	2,800	Accom. 100 people, dividable room. Used for Jury Assembly			
Civil Courts - Judiciary							
Conference / Multi-Purpose Room	1,800	1	1,800	Accom. 60 people, dividable room. Judicial Board Room			
Office of Child Representation							
Large Conference Room	600	1	600	Accommodate 16 people			
Office of Parental Representation							
Large Conference Room	750	2	1,500	Accommodate 20 people, also used for continuing ed.			
Total NSF			40,200				

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

SPACE STANDARDS						
Space Type	Existing Travis County Standard	Modified Travis County Standard	Comments			
Court Sets						
Criminal Special Proceedings Courtroom	n/a	3,000 sf.	128 spectators, 14-person jury, holding			
Criminal Jury Courtroom	n/a	1,900 sf.	70 spectators, 14-person jury, holding			
Civil Special Proceedings Courtroom	n/a	3,000 sf.	128 spectators, 14-person jury box, no holding			
Civil Jury Courtroom	n/a	1,800 sf.	56 spectators, 12-person jury box, holding possible			
Civil Non-Jury Courtroom	n/a	1,400 sf.	52 spectators, holding possible			
Probate Jury Courtroom	n/a	1,600 sf.	40 spectators, 12-person jury box			
Probate Non-Jury Courtroom	n/a	600 sf.	20 spectators			
Justice of the Peace Courtroom	n/a	1,400 sf.	30 spectators, 6-person jury box			
Courtroom Vestibule	n/a	50 sf.				
Courtroom Waiting	n/a	15 sf. per person	Seated waiting			
Courtroom Storage	n/a	30 sf.				
Courtroom A/V Closet	n/a	30 sf.				
Attorney / Client Interview Room	n/a	100 sf.	2 - 3 seats			
Large Attorney / Client Conference Room	n/a	600 sf.	16 seats			
Large Jury Deliberation Room	n/a	375 sf.	12-seat table + 2 alternates			
Small Jury Deliberation Room	n/a	250 sf.	6-seat table + 2 alternates			
Jury Restroom	n/a	50 sf.				
Jury Deliberation Vestibule	n/a	50 sf.				

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

SPACE STANDARDS (CONTINUED)						
Space Type	Existing Travis County Standard	Modified Travis County Standard	Comments			
Holding Cell (Single)	40 sf. minimum	80 sf.	County Standard per Texas Commission on Jail Standards			
Holding Cell (Group)	40 sf. + 18 sf. per add. person min.	40 sf. + 18 sf. per add. person	County Standard per Texas Commission on Jail Standards			
Holding Soundlock	n/a	50 sf.				
Judicial Robing Room	n/a	150 sf.				
Judicial Robing Room Restroom	n/a	50 sf.				
Staff Space						
Judge's Office	240 sf.	240 sf.				
Judge's Restroom	n/a	50 sf.				
Independently Elected Official / Executive Appointed Office	240 sf.	240 sf.				
Independently Elected Official's Restroom	n/a	50 sf.				
Appointed Official / Departmental Director / Division Director / Major Office	216 sf.	216 sf.				
Division Manager / Chief Professional / Captain Office	180 sf.	150-180 sf.				
Senior Manager / Senior Professional / Senior Paraprofessional / Office or Cubicle	n/a	140-160 sf.				
Attorney Office	n/a	150 sf.				
Manager / Professional / Paraprofessional / Lieutenant Office or Cubicle	120 sf.	120 sf.				

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

SPACE STANDARDS (CONTINUED)						
Space Type	Existing Travis County Standard	Modified Travis County Standard	Comments			
Professional Staff / Paraprofessional Office	100 sf.	100 sf.				
Senior Support Professional Staff / Supervisor / Sergeant Cubicle	102 sf. maximum	102 sf.				
Clerical / Administrative Cubicle	64 sf. maximum	64 sf.				
Tech. / Trade Staff (1)	n/a	48 sf.	Staff in office at least 50% of the time			
Intern Workstation	n/a	36 sf.				
Carrel	26 sf.	26 sf.				
Note:						
(1) For Tech./Trade Staff in the office less than 50% of the time, shared carrels and secured lockers are provided.						
Support Space						
Public Counter	n/a	40 sf. + 20 sf. per additional	Adjacent workstation area additional			
Public Waiting - Standing	n/a	12 sf. per person	Includes Public Counter queuing			
Public Waiting - Seated	n/a	15 sf. per person				
Break Room	60 sf. + 25 sf. per person	60 sf. + 25 sf. per person	Includes kitchenette			
Office Break Room	60 sf. + 25 sf. per person	210 sf.	Includes counter, cabinets, sink, refrigerator, and table with 6 seats. 1 per office/department with minimum 20 staff			
Shared Break Room (Building Amenities)	60 sf. + 25 sf. per person	500 sf.	Includes counter, cabinets, sink, refrigerator, and tables with seats for 18 people. Shared.			

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

SPACE STANDARDS (CONTINUED)						
Space Type	Existing Travis County Standard	Modified Travis County Standard	Comments			
Coffee Bar	6 linear feet	40 sf.				
Interview Room	n/a	100 sf.	2 - 3 seats			
Conference Room - 4 seats	50 sf. + 25 sf. per person	120 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Conference Room - 8 seats	50 sf. + 25 sf. per person	350 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Conference Room - 12 seats	50 sf. + 25 sf. per person	450 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Conference Room - 16 seats	50 sf. + 25 sf. per person	600 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Conference Room - 20 seats	50 sf. + 25 sf. per person	750 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Conference Room - 24 seats	50 sf. + 25 sf. per person	900 sf.	Includes space for overflow seating, A/V equipment and furniture as needed.			
Multi-Function Room - 72 seats	n/a	1,452 sf.	50 seats with tables			
Multi-Function Room - 144 seats	n/a	3,600 sf.				
Copier / Printer Area	40 sf. + 20 sf. per machine	80 sf.	Broadus/RGA/WHJA Standard per County direction			
Copier / Printer Area - Multiple Copiers	40 sf. + 20 sf. per machine	80 sf. + 60 sf. per additional copier	Broadus/RGA/WHJA Standard per County direction			
Public Access Copier	n/a	40 sf.				
Network Printer	n/a	15 sf.				
File Room	40 sf. + 21 sf. per lateral file	40 sf. + 21 sf. per lateral file				
File Shelving Unit	n/a	9 sf. per shelving unit	21 linear feet per unit			
Lateral File Cabinet	9 sf. per cabinet	9.ssf per cabinet				

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

SPACE STANDARDS (CONTINUED)						
Space Type	Existing Travis County Standard	Modified Travis County Standard	Comments			
Vertical File Cabinet	n/a	7 sf. per cabinet				
High-Density Shelving Unit	n/a	5 sf. per shelving unit	21 linear feet per unit			
Waiting Area	15 sf. per person + 30%	15 sf. per person				
Vending Area	8 sf per machine + 15 sf. circ	20 sf. per machine				
Mail Distribution Space	40 sf. circ. + shelves, etc.	varies				
Holding Cell (Single Cell)	40 sf. min. clear floor space	80 sf.	County Standard per Texas Commission on Jail Standards			
Holding Cell (Single Cell) - Violent Cell (padded)	40 sf. min. clear floor space	60 sf. (flushable floor drain, no toilet)	County Standard per Texas Commission on Jail Standards			
Holding Cell (Single Cell) - Pre-Search Intake	40 sf. min. clear floor space	60 sf.	County Standard per Texas Commission on Jail Standards			
Holding Cell (Group)	40 sf. + 18 sf. per add. person min.	60 sf. + 18 sf. per add. person	County Standard per Texas Commission on Jail Standards			
Restroom - 1 Toilet	n/a	50 sf.				
Restroom - 2 Toilets	n/a	120 sf.				
Restroom - 3 Toilets	n/a	155 sf.				
Restroom - 4 Toilets	n/a	205 sf.				
Note:						
Refer to the Space Layout Appendix for additional detail and diagrams.						

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

1. CIVIL COURTS - COURTROOMS														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
<i>Courtrooms - District Court</i>														
1.01	Special Proceedings Courtroom	3,000	1	3,000		1	3,000		1	3,000		1	3,000	
1.02	Civil Jury Courtroom (2)	1,800	9	16,200		12	21,600		14	25,200		16	28,800	
1.03	Civil AG IV-D Associate Judges Courtroom (2)	1,800	2	3,600		3	5,400		4	7,200		4	7,200	
1.04	Civil Non-Jury Courtroom (2)	1,800	3	5,400		3	2,921		3	5,400		4	7,200	
1.05	Family Non-Jury Drug Court	1,800	1	1,800		1	1,800		1	1,800		1	1,800	
1.06	Civil Non-Jury Hearing Room	900	0	0		2	1,800		2	1,800		2	1,800	
1.07	Courtroom/Hearing Room Vestibule	50	16	800		20	1,000		23	1,150		26	1,300	
1.08	Courtroom/Hearing Room Storage	30	16	480		20	600		23	690		26	780	
1.09	Courtroom/Hearing Room A/V Closet	30	16	480		20	600		23	690		26	780	
1.10	Courtroom Waiting - Civil Court	225	10	2,250		13	2,925		15	3,375		17	3,825	
1.11	Courtroom Waiting - Family Court	300	6	1,800		6	1,800		8	2,400		9	2,700	
1.12	Hearing Room Waiting	150	0	0		2	300		2	300		2	300	
1.13	Attorney / Client Interview Room	100	32	3,200		38	3,800		46	4,600		52	5,200	
1.14	Large Attorney Conference Room (3)	600	6	3,600		7	4,200		8	4,800		9	5,400	
1.15	Attorney / Client Secure Conference Room (4)	300	6	1,800		7	2,100		8	2,400		9	2,700	
1.16	Jury Vestibule	50	10	500		13	650		15	750		17	850	
1.17	Jury Deliberation Room	375	10	3,750		13	4,875		15	5,625		17	6,375	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

1. CIVIL COURTS - COURTROOMS (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Courtrooms - District Court (Continued)														
1.18	Jury Restroom	50	20	1,000		26	1,300		30	1,500		34	1,700	
1.19	Holding Soundlock (2) (5)	50	8	400		10	500		10	500		12	600	
1.20	Holding Staging Area (2) (5)	40	4	160		5	200		5	200		6	240	
1.21	Holding Cell - Single Occupancy (2) (5)	80	8	640		10	800		12	960		13	1,040	
1.22	Holding Cell - 4-person capacity (2)	120	4	480		5	600		5	600		6	720	
1.23	Holding Area Emergency Storage	30	4	120		5	150		5	150		6	180	
1.24	Non-Contact Interview Booth (2)	80	4	320		5	400		5	400		6	480	
1.25	Holding Area Sheriff Post (2)	40	4	160		5	200		5	200		6	240	
1.26	Drug Lab / Testing	100	1	100		1	100		1	100		1	100	
1.27	Drug Lab Toilet	60	1	60		1	60		1	60		1	60	
1.28	Drug Lab Public Waiting	60	1	60		1	60		1	60		1	60	
	Sub-total			52,160	0		66,220	0		75,910	0		85,430	0
Notes:														
(1) (Deleted)														
(2) Courtroom holding planned for the CPS and Family Courtrooms and the AG IV-D Child Supervision Courtrooms (all Jury). These holding areas planned with a capacity of 5 prisoners (1 single occupancy cell, 1 group cell) per pair of courtrooms (shared), and includes Emergency Storage, Sheriff Post, and a Non-Contact Interview Booth.														
(3) At least one of the Large Attorney Conference Rooms to be used as a County Attorney satellite/workroom. Large conference rooms may be dividable, to be determined in design.														
(4) 2 per Family Court, located in secure circulation.														
(5) In addition the CPS and IV-D Courtrooms, a holding capacity of 3 prisoners per courtroom floor, planned as 3 single-occupancy cells together between per pair of courtrooms adjacent to a secure prisoner elevator, is included. A Holding Soundlock is only needed for courtrooms adjacent to this area. Holding assumes 6 courtrooms per floor, and totals include County Courts-at-Law.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

1. CIVIL COURTS - COURTROOMS (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Courtrooms - County Courts-at-Law														
1.29	Civil Jury Courtroom	1,800	2	3,600		3	5,400		4	7,200		5	9,000	
1.30	Civil Non-Jury Courtroom	1,400	-	-		-	-		-	-		-	-	
1.31	Courtroom Vestibule	50	2	100		3	150		4	200		5	250	
1.32	Courtroom Storage	30	2	60		3	90		4	120		5	150	
1.33	Courtroom A/V Closet	30	2	60		3	90		4	120		5	150	
1.34	Courtroom Waiting	225	2	450		3	675		4	900		5	1,125	
1.35	Attorney / Client Interview Room	100	4	400		6	600		8	800		10	1,000	
1.36	Large Attorney Conference Room (6)	450	1	450		2	900		2	900		3	1,350	
1.37	Jury Vestibule	50	2	100		3	150		4	200		5	250	
1.38	Jury Deliberation Room	375	2	750		3	1,125		4	1,500		5	1,875	
1.39	Jury Restroom	50	4	200		6	300		8	400		10	500	
	Sub-total			6,170	0		9,480	0		12,340	0		15,650	0
Total Net Square Feet				58,330	0		75,700	0		88,250	0		101,080	0
x Department Circulation Factor				1.25			1.25			1.25			1.25	
Total Net Occupiable Square Feet				72,913			94,625			110,313			126,350	
Notes:														
(6) Large conference rooms may be dividable, to be determined in design.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

2. CIVIL COURTS - JUDICIARY														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - District Court														
2.01	District Judge	240	10	2,400	10	12	2,880	12	14	3,360	14	16	3,840	16
2.02	Visiting Judge	240	0	0	0	1	240	1	1	240	1	1	240	1
2.03	Civil Associate Judge	240	4	960	4	4	960	4	4	960	4	5	1,200	5
2.04	IV-D Associate Judge	240	2	480	2	3	2,921	3	4	960	4	4	960	4
2.05	Attorney	150	16	2,400	16	20	3,000	20	23	3,450	23	26	3,900	26
	Court Bailiff	100	-	-	-	-	-	-	-	-	-	-	-	-
2.06	Court Operations Officer	120	16	1,920	16	20	2,400	20	23	2,760	23	26	3,120	26
2.07	Court Reporter	120	16	1,920	16	20	2,400	20	23	2,760	23	26	3,120	26
2.08	Coordinator	120	16	1,920	16	20	2,400	20	23	2,760	23	26	3,120	26
	Sub-total			12,000	80		15,000	100		17,250	115		19,500	130
Support Space - District Court														
2.09	Waiting / Reception	75	16	1,200		20	1,500		23	1,725		26	1,950	
2.10	Supply Storage Cabinet	60	16	960		20	1,200		23	1,380		26	1,560	
2.11	Copier / Printer Area	80	16	1,280		20	1,600		23	1,840		26	2,080	
2.12	File Cabinet	7	32	224		40	280		46	322		52	364	
2.13	Coffee Bar	40	16	640		20	800		23	920		26	1,040	
2.14	Judicial Restroom	50	16	800		20	1,000		23	1,150		26	1,300	
2.15	Staff Restroom	50	16	800		20	1,000		23	1,150		26	1,300	
2.16	Judicial Conference Room	150	16	2,400		20	3,000		23	3,450		26	3,900	
2.17	Shared Judicial Conference Room / Library	-	-	-		-	-		-	-		-	-	
	Sub-total			8,304	0		10,380	0		11,937	0		13,494	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

2. CIVIL COURTS - JUDICIARY (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Judiciary Staff Space - County Court-at-Law														
2.18	County Court-at-Law Judge	240	2	480	2	3	720	3	4	960	4	5	1,200	5
2.19	Attorney	150	2	300	2	3	450	3	4	600	4	5	750	5
2.20	Court Operations Officer	120	2	240	2	3	360	3	4	480	4	5	600	5
2.21	Court Reporter	120	2	240	2	3	360	3	4	480	4	5	600	5
2.22	Judicial Aide	120	2	240	2	3	360	3	4	480	4	5	600	5
	Sub-total			1,500	10		2,250	15		3,000	20		3,750	25
Support Space - County Court-at-Law														
2.23	Waiting / Reception	30	2	60		3	90		4	120		5	150	
2.24	Supply Storage Cabinet	60	2	120		3	180		4	240		5	300	
2.25	Copier / Printer Area	80	2	160		3	240		4	320		5	400	
2.26	File Cabinet	7	4	28		6	42		8	56		10	70	
2.27	Coffee Bar	40	2	80		3	120		4	160		5	200	
2.28	Judicial Restroom	50	2	100		3	150		4	200		5	250	
2.29	Staff Restroom	50	2	100		2	100		2	100		5	250	
2.30	Judicial Conference Room	150	2	300		3	450		4	600		5	750	
	Sub-total			948	0		1,372	0		1,796	0		2,370	0
Total Net Square Feet				22,752	90		29,002	115		33,983	135		39,114	155
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				30,715			39,153			45,877			52,804	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

3A. COURTS ADMIN - DISTRICT JUDGE														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Court Management														
3.01	Director of Court Management	216	1	216	1	1	216	1	1	216	1	1	216	1
3.02	Accountant	120	0	0	0	1	120	1	1	120	1	1	120	1
3.03	Court Services Management Coordinator	120	1	120	1	1	2,921	1	1	120	1	1	120	1
3.04	Court Services Program Manager	120	1	120	1	2	240	2	2	240	2	2	240	2
3.05	Senior Financial Analyst	120	1	120	1	2	240	2	3	360	3	4	480	4
3.06	Judicial Aide	64	5	320	5	6	384	6	7	448	7	8	512	8
3.07	Grant Coordinator	120	0	0	0	1	120	1	2	240	2	2	240	2
3.08	Court Interpreter	100	0	0	0	1	100	1	1	100	1	2	200	2
3.09	IT Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
3.10	Drug Court Coordinator	100	1	100	1	1	100	1	2	200	2	2	200	2
3.11	Case Worker	120	0	0	0	1	120	1	2	240	2	2	240	2
3.12	Business Analyst	120	1	120	1	3	360	3	3	360	3	4	480	4
3.13	Desktop Support	64	2	128	2	3	192	3	3	192	3	4	256	4
3.14	Systems Engineer	120	1	120	1	1	120	1	1	120	1	1	120	1
3.15	Application Development Analyst	120	1	120	1	2	240	2	3	360	3	3	360	3
3.16	Assistant IT Manager	100	1	100	1	1	100	1	1	100	1	1	100	1
	Sub-total			1,764	17		2,952	28		3,596	34		4,064	39

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

3A. COURTS ADMIN - DISTRICT JUDGE (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Support Space - Court Management														
3.17	Reception Counter	40	1	40		1	40		1	40		1	40	
3.18	Public Waiting	150	1	150		1	150		1	150		1	150	
3.19	Supply / Equipment Storage	250	1	250		1	250		1	250		1	250	
3.20	Copier / Printer Area	80	1	80		1	80		1	80		1	80	
3.21	Server Room	400	1	400		1	400		1	400		1	400	
3.22	Break Room	210	1	210		1	210		1	210		1	210	
3.23	Technology Team Staging Area	1,500	1	1,500		1	1,500		1	1,500		1	1,500	
	Sub-total			2,630	0		2,630	0		2,630	0		2,630	0
Total Net Square Feet				4,394	17		5,582	28		6,226	34		6,694	39
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				5,932			7,536			8,405			9,037	
Notes:														
(1) The public counter area is not expected to grow significantly due to anticipated technologic developments in areas such as court calendaring, online court payments, and electronic court files.														
(2) Shared with Court Management. Includes space for overflow seating, A/V equipment and furniture as needed. Refer to the Space Layout Appendix for additional detail and diagrams.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

3B. COURTS ADMIN - ADMINISTRATOR														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Court Administration														
3.24	Court Administrator	180	1	180	1	1	180	1	1	180	1	1	180	1
3.25	Court Services Management Coordinator	120	1	120	1	1	120	1	1	120	1	1	120	1
3.26	Statistician/DWOP Manager	120	0	0	0	1	2,921	1	1	120	1	1	120	1
3.27	Family Docket Manager	120	1	120	1	1	120	1	2	240	2	2	240	2
3.28	Judicial Aide	64	5	320	5	6	384	6	7	448	7	8	512	8
	Sub-total			740	8		924	10		1,108	12		1,172	13
Support Space - Court Administration														
3.29	Reception Counter (1)	40	1	40		1	40		1	40		1	40	
3.30	Reception Counter Queuing (1)	12	5	60		5	60		5	60		5	60	
3.31	Conference Room (2)	600	1	600		1	600		1	600		1	600	
3.32	Supply Storage	80	1	80		1	80		1	80		1	80	
3.33	Copier / Printer Area	80	2	160		2	160		2	160		2	160	
3.34	Docket Files - Lateral Cabinet	9	8	72		10	90		12	108		13	117	
3.35	Break Room	210	1	210		1	210		1	210		1	210	
	Sub-total			1,222	0		1,240	0		1,258	0		1,267	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

3B. COURTS ADMIN - ADMINISTRATOR (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
	Total Net Square Feet			1,962	8		2,164	10		2,366	12		2,439	13
	x Department Circulation Factor			1.35			1.35			1.35			1.35	
	Total Net Occupiable Square Feet			2,649			2,921			3,194			3,293	
	Notes:													
	(1) The public counter area is not expected to grow significantly due to anticipated technological developments in areas such as court calendaring, online court payments, and electronic court files.													
	(2) Shared with Court Management. Includes space for overflow seating, A/V equipment and furniture as needed. Refer to the Space Layout Appendix for additional detail and diagrams.													

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

4. DISTRICT CLERK														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Administration														
4.01	District Clerk	240	1	240	1	1	240	1	1	240	1	1	240	1
4.02	Chief Deputy	216	1	216	1	1	216	1	1	216	1	1	216	1
4.03	Executive Assistant	180	1	180	1	1	2,921	1	1	180	1	2	360	2
4.04	Training & Education Coordinator	102	1	102	1	1	102	1	2	204	2	2	204	2
4.05	Expunctions Manager	225	1	225	1	1	225	1	2	450	2	2	450	2
4.06	Reporting / Planning Manager	120	1	120	1	2	240	2	2	240	2	2	240	2
	Sub-total			1,083	6		1,203	7		1,530	9		1,710	10
Staff Space - Civil Tech Services and QA														
4.07	TC/QA Business Analyst III	120	1	120	1	1	120	1	1	120	1	1	120	1
4.08	Tech Support Business Analyst II	102	1	102	1	1	102	1	2	204	2	2	204	2
4.09	Tech Development Business Analyst III	102	1	102	2	2	204	2	3	306	3	4	408	4
4.10	Senior Court Clerk II	64	2	128	2	3	192	3	3	192	3	4	256	4
	Sub-total			452	6		618	7		822	9		988	11
Support Space - Civil Tech Services and QA														
4.11	Storage Room	200	1	200		1	200		1	200		1	200	
4.12	Server Room	100	1	100		1	100		1	100		1	100	
	Sub-total			300	0		300	0		300	0		300	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

4. DISTRICT CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Civil Intake														
4.13	Intake Supervisor	120	1	120	1	1	120	1	1	120	1	1	120	1
4.14	Court Clerk II	64	1	64	1	1	64	1	2	128	2	2	128	2
4.15	Court Clerk I	64	3	192	3	4	256	4	4	256	4	6	384	6
	Sub-total			376	5		440	6		504	7		632	9
Staff Space - Civil Division														
4.16	Civil / Family Division Manager	150	1	150	1	1	150	1	1	150	1	1	150	1
4.17	Civil Supervisor	120	1	120	1	1	120	1	2	240	2	2	240	2
4.18	Senior Court Clerk II	64	1	64	1	2	128	2	3	192	3	4	256	4
4.19	Court Clerk II	64	6	384	6	8	512	8	9	576	9	10	640	10
4.20	Court Clerk I	64	5	320	5	6	384	6	7	448	7	8	512	8
4.21	Assistant Court Clerk	64	1	64	1	1	64	1	2	128	2	3	192	3
	Sub-total			1,102	15		1,358	19		1,734	24		1,990	28
Support Space - Civil Division														
4.22	Public Counter / Reception	40	1	40		1	40		1	40		1	40	
4.23	Public Service Counter	20	2	40		2	40		2	40		2	40	
4.24	Passports Counter Public Waiting	120	1	120		1	120		1	120		1	120	
4.25	Supply Storage	60	1	60		1	60		1	60		1	60	
4.26	Copier / Printer Area	140	1	140		1	140		1	140		1	140	
4.27	Break Room (1)	210	1	210		1	210		1	210		1	210	
	Sub-total			610	0		610	0		610	0		610	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

4. DISTRICT CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Civil Records														
4.28	Records Manager	150	1	150	1	1	150	1	1	150	1	1	150	1
4.29	Court Clerk II	64	1	64	1	1	64	1	1	64	1	1	64	1
4.30	Court Clerk I	64	5	320	5	8	512	8	9	576	9	11	704	11
4.31	Court Clerk Assistant	64	3	192	3	3	192	3	5	320	5	6	384	6
4.32	Records Analyst	64	2	128	2	2	128	2	2	128	2	3	192	3
	Sub-total			854	12		1,046	15		1,238	18		1,494	22
Support Space - Civil Records														
4.33	Reception Counter (2)	40	1	40		1	40		1	40		1	40	
4.34	Public Service Counter	20	2	40		2	40		2	40		2	40	
4.35	Public Access Computer Terminal	20	10	200		10	200		12	240		14	280	
4.36	Supply Storage	60	1	60		1	60		1	60		1	60	
4.37	Copier / Printer Area	140	1	140		1	140		1	140		1	140	
4.38	Exhibit Storage	600	1	600		1	600		1	600		1	600	
4.39	Evidence Storage (Vault)	300	1	300		1	300		1	300		1	300	
4.40	File Shelving Unit	9	60	540		60	540		60	540		60	540	
4.41	File Staging Area	40	1	40		1	40		1	40		1	40	
	Sub-total			1,960	0		1,960	0		2,000	0		2,040	0
Notes:														
(1) This Break Room is shared for all Civil Court-related District Clerk offices. Additional break room and staff support space is included in "41A. Building Amenities - Courts".														
(2) The public counter area is not expected to grow significantly due to anticipated technological developments in electronic court filing.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

4. DISTRICT CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Civil Accounting														
4.42	Accounting Manager	150	1	150	1	1	150	1	1	150	1	1	150	1
4.43	Senior Financial Analyst	102	1	102	1	1	102	1	1	102	1	1	102	1
4.44	Financial Analyst	102	2	204	2	2	204	2	2	204	2	3	306	3
4.45	Accountant Associate	102	3	306	3	5	510	5	7	714	7	9	918	9
4.46	Senior Accountant	102	1	102	1	2	204	2	2	204	2	2	204	2
4.47	Accounting Clerk	64	3	192	3	3	192	3	4	256	4	5	320	5
	Sub-total			1,056	11		1,362	14		1,630	17		2,000	21
Support Space - Civil Accounting														
4.48	Supply Cabinet	20	1	20		1	20		1	20		1	20	
4.49	Conference Room (3)	450	1	450		1	450		1	450		1	450	
4.50	File Cabinet	9	4	36		4	36		5	45		5	45	
4.51	Copier / Printer Area	80	1	80		1	80		1	80		1	80	
	Sub-total			586	0		586	0		595	0		595	0
Staff Space - Civil Family Law														
4.52	Family Supervisor	120	1	120	1	1	120	1	1	120	1	1	120	1
4.53	Senior Court Clerk II	64	2	128	2	2	128	2	3	192	3	4	256	4
4.54	Court Clerk II	64	6	384	6	8	512	8	10	640	10	12	768	12
4.55	Court Clerk I	64	11	704	11	14	896	14	17	1,088	17	20	1,280	20
4.56	Assistant Court Clerk	64	1	64	1	2	128	2	2	128	2	3	192	3
	Sub-total			1,400	21		1,784	27		2,168	33		2,616	40

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

4. DISTRICT CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Support Space - Civil Family Law														
4.57	Reception Counter	40	1	40		1	40		1	40		1	40	
4.58	Reception Counter Queuing	48	1	48		1	48		1	48		1	48	
4.59	Public Waiting	-	1	90		1	105		1	120		1	150	
4.60	Supply Storage	80	1	80		1	80		1	80		1	80	
4.61	Copier / Printer Area	200	1	200		1	200		1	200		1	200	
	Sub-total			458	0		473	0		488	0		518	0
Total Net Square Feet				10,237	76		11,740	95		13,619	117		15,493	141
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				13,820			15,849			18,386			20,916	
Notes:														
(3) Includes space for overflow seating, A/V equipment and furniture as needed. Refer to the Space Layout Appendix for additional detail and diagrams.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

5. COUNTY CLERK														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Administration														
5.01	County Clerk	240	1	240	1	1	240	1	1	240	1	1	240	1
5.02	Chief Deputy	216	1	216	1	1	216	1	1	216	1	1	216	1
5.03	Executive Assistant	100	1	100	1	1	2,921	1	2	200	2	2	200	2
5.04	Administrative Assistant	100	1	100	1	2	200	2	2	200	2	2	200	2
	Sub-total			656	4		756	5		856	6		856	6
Support Space - Administration														
5.05	Public Waiting	45	1	45		1	45		1	45		1	45	
5.06	County Clerk Conference Room	450	1	450		1	450		1	450		1	450	
	Sub-total			495	0		495	0		495	0		495	0
Staff Space - Civil / Probate Division, Mental Health														
5.07	Division Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
5.08	Court Services Management Admin. Coord.	100	3	300	3	4	400	4	5	500	5	6	600	6
5.09	Court Clerk II	64	8	512	8	12	768	12	14	896	14	16	1,024	16
5.10	Court Clerk I	64	7	448	7	10	640	10	11	704	11	12	768	12
	Sub-total			1,440	19		1,988	27		2,280	31		2,572	35

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

5. COUNTY CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Support Space - Civil / Probate Division, Mental Health														
5.11	Public Counter/Reception - Civil	60	1	60		1	60		1	60		1	60	
5.12	Reception Counter Queuing - Civil	120	1	120		1	120		1	120		1	120	
5.13	Public Counter/Recept. - Probate/M.H.	60	1	60		1	60		1	60		1	60	
5.14	Recept. Counter Queuing - Probate/M.H.	120	1	120		1	120		1	120		1	120	
5.15	Files Inbox / Outbox Bin	20	1	20		1	20		1	20		1	20	
5.16	File Staging / Processing Area	100	1	100		1	100		1	100		1	100	
5.17	Restricted File Storage	9	2	18		2	18		2	18		2	18	
5.18	Temporary Employee Workstation	48	6	288		6	288		6	288		6	288	
5.19	Scanner Station	64	1	64		1	64		1	64		1	64	
5.20	Conference Room (2)	600	1	600		1	600		1	600		1	600	
5.21	Supply Storage	100	1	100		1	100		1	100		1	100	
5.22	Copier / Printer Area	200	1	200		1	200		1	200		1	200	
5.23	Break Room (3)	210	1	210		1	210		1	210		1	210	
	Sub-total			1,960	0		1,960	0		1,960	0		1,960	0
Notes:														
(1) Administration assumed to be located in the Civil Courthouse with a satellite office located with Criminal Courts.														
(2) Conference Room may not be shared as it is necessary for County Clerk operations, particularly for regular audits, and is included in the County Clerk area														
(3) This Break Room is shared for all Civil Court-related County Clerk offices. Additional break room and staff support space is included in "Building Amenities".														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

5. COUNTY CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Records Management														
5.07	Division Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
5.08	Records Analyst	120	2	240	2	3	360	3	3	360	3	4	480	4
5.09	Records Analyst Associate	102	1	102	1	1	102	1	2	204	2	2	204	2
5.10	Office Specialist	64	3	192	3	4	256	4	5	320	5	6	384	6
	Sub-total			714	7		898	9		1,064	11		1,248	13
Support Space - Records Management														
5.11	Public Counter / Reception	80	1	80		1	80		1	80		1	80	
5.12	Reception Counter Queuing	120	1	120		1	120		1	120		1	120	
5.13	Public Research Carrel	26	7	182		7	182		7	182		7	182	
5.14	Public Access Copier	40	1	40		1	40		1	40		1	40	
5.15	Microfilm Viewer	40	2	80		2	80		2	80		2	80	
5.16	Microfilm Storage Rack / Cabinet	15	2	30		2	30		2	30		2	30	
5.17	Temporary Employee Workstation	64	3	192		3	192		4	256		4	256	
5.18	File Shelving Unit	9	85	765		85	765		85	765		85	765	
5.19	File Cabinet - Restricted Access	9	14	126		14	126		14	126		14	126	
5.20	File Staging Area	100	1	100		1	100		1	100		1	100	
5.21	Supply Storage	50	1	50		1	50		1	50		1	50	
5.22	Copier / Printer Area	140	1	140		1	140		1	140		1	140	
5.23	Break Room (3)	210	1	210		1	210		1	210		1	210	
	Sub-total			2,115	0		2,115	0		2,179	0		2,179	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

5. COUNTY CLERK (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Computer Resource Management														
5.24	Division Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
5.25	Business Consultant	120	1	120	1	1	120	1	1	120	1	2	240	2
5.26	Business Analyst III	120	1	120	1	2	240	2	3	360	3	3	360	3
5.27	Business Analyst II	102	2	204	2	3	306	3	3	306	3	4	408	4
	Sub-total			624	5		846	7		966	8		1,188	10
Support Space - Computer Resource Management														
5.28	Server Room	100	1	100		1	100		1	100		1	100	
5.29	Computer / Equipment Storage Room	200	1	200		1	200		1	200		1	200	
	Sub-total			300	0		300	0		300	0		300	0
Total Net Square Feet				8,304	35		9,358	48		10,100	56		10,798	64
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				11,210			12,633			13,635			14,577	
Notes:														
(3) This Break Room is shared for all Civil Court-related County Clerk offices. Additional break room and staff support space is included in "Building Amenities".														
(4) Records Management Staff and Support Space assumes about one-half needed if Records Management was consolidated between Criminal and Civil functions.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

6. DOMESTIC RELATIONS														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Administration														
6.01	Juvenile Probation Director	216	1	216	1	1	216	1	1	216	1	1	216	1
6.02	Administrative Assistant II	100	1	100	1	1	100	1	2	200	2	2	200	2
	Sub-total			316	2		316	2		416	3		416	3
Support Space - Customer Service Operations Division														
6.03	Customer Service Operations Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
6.04	Office Specialist (Mail Manager)	100	1	100	1	1	100	1	1	100	1	1	100	1
6.05	Senior Office Specialist	100	6	600	6	5	500	5	5	500	5	5	500	5
6.06	Court Clerk I	64	3	192	3	0	0	0	0	0	0	0	0	0
6.07	Accounting Clerk	64	5	320	5	4	256	4	3	192	3	3	192	3
6.08	Senior Enforcement Officer	120	0	0	0	1	120	1	1	120	1	1	120	1
6.09	Enforcement Officer I	120	0	0	0	5	600	5	6	720	6	7	840	7
6.08	Office Assistant	64	1	64	1	1	64	1	2	128	2	2	128	2
	Sub-total			1,456	17		1,820	18		1,940	19		2,060	20

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

6. DOMESTIC RELATIONS (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Legal / Enforcement Division														
6.09	Attorney VI	150	1	150	1	1	150	1	1	150	1	1	150	1
6.10	Attorney V	150	1	150	1	2	300	2	2	300	2	2	300	2
6.11	Attorney III	150	2	300	2	2	300	2	2	300	2	3	450	3
6.12	Paralegal	120	1	120	1	1	120	1	1	120	1	2	240	2
6.13	Senior Legal Secretary	102	0	0	0	1	102	1	2	204	2	3	306	3
6.14	Legal Secretary	102	3	306	3	2	204	2	3	306	3	4	408	4
6.15	Juvenile Casework Manager	64	1	64	1	1	64	1	1	64	1	1	64	1
6.16	Senior Enforcement Officer	120	1	120	1	2	240	2	4	480	4	5	600	5
6.17	Enforcement Officer I	120	5	600	5	5	600	5	5	600	5	5	600	5
6.18	Enforcement Officer II	120	2	240	2	3	360	3	4	480	4	5	600	5
6.19	Office Assistant	64	2	128	2	2	128	2	2	128	2	3	192	3
	Sub-total			2,178	19		2,568	22		3,132	27		3,910	34
Staff Space - Family Court Services Division														
6.20	Juvenile Probation Division Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
6.21	Legal Secretary	102	1	102	1	1	102	1	1	102	1	1	102	1
6.22	Juvenile Casework Manager	120	1	120	1	1	120	1	1	120	1	1	120	1
6.23	Guardian Ad Litem I	120	2	240	2	2	240	2	3	360	3	3	360	3
6.24	Guardian Ad Litem II	120	5	600	5	5	600	5	6	720	6	7	840	7
6.25	Guardian Ad Litem III	120	1	120	1	1	120	1	1	120	1	1	120	1
6.26	Senior Guardian Ad Litem	120	4	480	4	5	600	5	6	720	6	7	840	7
	Sub-total			1,842	15		1,962	16		2,322	19		2,562	21

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

6. DOMESTIC RELATIONS (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Support Space - Family Court Services Division														
6.27	Reception Counter (1)	60	1	60		1	60		1	60		1	60	
6.28	Public Waiting	-	1	300		1	315		1	345		1	375	
6.29	Children's Play Area	120	1	120		1	120		1	120		1	120	
6.30	Public Entrance Security Station	40	1	40		1	40		1	40		1	40	
6.31	Family Court Services Waiting Area	90	1	90		1	90		1	90		1	90	
6.32	Conference Room (2)	350	1	350		3	1,050		3	1,050		4	1,400	
6.33	Interview Room (3)	100	4	400		4	400		4	400		4	400	
6.34	Large Family Room	350	1	350		1	350		1	350		1	350	
6.35	Family Room	225	1	225		1	225		1	225		1	225	
6.36	Family Observation Room	40	1	40		1	40		1	40		1	40	
6.37	Intern / Volunteer Workstation	48	2	96		2	96		2	96		2	96	
6.38	Copier / Printer Area	140	2	280		2	280		2	280		2	280	
6.39	Supply / Form Storage	180	1	180		1	180		1	180		1	180	
6.40	Supply Cabinet	20	2	40		2	40		2	40		2	40	
6.41	Server Room / Tech. Storage and Equipment	150	1	150		1	150		1	150		1	150	
6.42	File Shelving Unit	9	48	432		48	432		48	432		48	432	
6.43	Break Room (4)	210	1	210		1	210		1	210		1	210	
	Sub-total			3,363	0		4,078	0		4,108	0		4,488	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

6. DOMESTIC RELATIONS (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
	Total Net Square Feet			9,155	53		10,744	58		11,918	68		13,436	78
	x Department Circulation Factor			1.35			1.35			1.35			1.35	
	Total Net Occupiable Square Feet			12,359			14,504			16,089			18,139	
	Notes:													
	(1) Volume of "window payments" is minimal and is not expected to increase. The number of counter stations is not expected to increase.													
	(2) An additional Large Conference Room for Domestic Relations is included in "41A. Building Amenities - Courts".													
	(3) 2 Interview Rooms for the Enforcement Division and 2 Interview Rooms for the Family Court Services Division													
	(4) Additional break room and staff support space is included in "Building Amenities".													

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

7A. OFFICE OF CHILD REPRESENTATION														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space														
7.01	Attorney	150	4	600	4	7	1,050	7	8	1,200	8	9	1,350	9
7.02	Paralegal	120	1	120	1	3	360	3	3	360	3	5	600	5
7.03	Social Worker	120	1	120	1	5	600	5	6	720	6	7	840	7
7.04	Legal Secretary	102	2	204	2	2	2,921	2	3	306	3	4	408	4
7.05	Investigator	120	0	0	0	1	120	1	1	120	1	1	120	1
	Sub-total			1,044	8		2,334	18		2,706	21		3,318	26
Support Space														
7.06	Reception Counter	40	1	40		1	40		1	40		1	40	
7.07	Public Waiting	-	1	60		1	75		1	75		1	75	
7.08	Children's Area	250	1	250		1	250		1	250		1	250	
7.09	Conference Room	450	0	0		1	450		1	450		1	450	
7.10	Break Room	210	0	0		0	0		1	210		1	210	
7.11	Coffee Bar	40	1	40		1	40		0	0		0	0	
7.12	Copier / Printer Area	80	1	80		1	80		1	80		1	80	
7.13	Lateral File Cabinet	9	3	27		3	27		3	27		3	27	
7.14	Supply Storage	40	1	40		1	40		1	40		1	40	
	Sub-total			537	0		1,002	0		1,172	0		1,172	0
Total Net Square Feet				1,581	8		3,336	18		3,878	21		4,490	26
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				2,134			4,504			5,235			6,062	
Notes:														
(1) A Conference Room for OCR is included in "Building Amenities - Courts".														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

7B. OFFICE OF PARENTAL REPRESENTATION														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space														
7.15	Attorney	150	4	600	4	5	750	5	6	900	6	7	1,050	7
7.16	Appellate Attorney	150	0	0	0	1	150	1	1	150	1	1	150	1
7.17	Paralegal	120	1	120	1	3	360	3	4	480	4	4	480	4
7.18	Social Worker	120	1	120	1	3	2,921	3	4	480	4	4	480	4
7.19	Legal Secretary	102	1	102	1	2	204	2	3	306	3	4	408	4
7.20	Administrative Associate	64	1	64	1	1	64	1	2	128	2	2	128	2
7.21	Investigator	102	0	0	0	1	102	1	1	102	1	2	204	2
	Sub-total			1,006	8		1,990	16		2,546	21		2,900	24
Support Space														
7.22	Reception Counter	40	1	40		1	40		1	40		1	40	
7.23	Public Waiting	-	1	240		1	300		1	360		1	420	
7.24	Break Room	210	0	0		0	0		1	210		1	210	
7.25	Coffee Bar	40	1	40		1	40		0	0		0	0	
7.26	Copier / Printer Area	80	1	80		1	80		1	80		1	80	
7.27	Lateral File Cabinet	9	2	18		3	27		3	27		3	27	
7.28	Intern Workstation (2)	36	6	216		8	288		9	324		10	360	
7.29	Supply Storage	40	1	40		1	40		1	40		1	40	
	Sub-total			674	0		815	0		1,081	0		1,177	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

7B. OFFICE OF PARENTAL REPRESENTATION (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
	Total Net Square Feet			1,680	8		2,805	16		3,627	21		4,077	24
	x Department Circulation Factor			1.35			1.35			1.35			1.35	
	Total Net Occupiable Square Feet			2,268			3,787			4,896			5,504	
	Notes:													
	(1) A Conference Room, for the Office of Parental Representation, which can also be used for continuing education, is included in "41A. Building Amenities - Courts".													
	(2) Interns assumed part-time and use shared workstations, 2 per 3 interns. Currently 8 interns, projected to 15 interns.													

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

8. LAW LIBRARY														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space														
8.01	Law Library Director	216	1	216	1	1	216	1	1	216	1	1	216	1
8.02	Law Library Manager	180	1	180	1	1	180	1	1	180	1	1	180	1
8.03	Law Library Supervisor	102	2	204	2	2	204	2	3	306	3	3	306	3
8.04	Law Librarian	102	6	612	6	6	2,921	6	7	714	7	8	816	8
8.05	Technical Library Supervisor / Staff	120	2	240	2	2	240	2	3	360	3	4	480	4
8.06	Law Library Specialist	102	1	102	1	0	0	0	0	0	0	0	0	0
8.07	Attorney III (1)	150	3	450	3	8	1,200	8	15	2,250	15	17	2,550	17
8.08	Bilingual Paralegal	102	0	0	0	4	408	4	6	612	6	9	918	9
8.09	Records Analyst Associate	102	2	204	2	2	204	2	3	306	3	3	306	3
8.10	Interpreter	102	5	510	5	5	510	5	7	714	7	8	816	8
	Sub-total			2,718	23		3,774	31		5,658	46		6,588	54
Support Space														
8.11	Reference Desk	200	1	200		1	200		1	200		1	200	
8.12	Public Computer Reference Terminal Carrel	26	4	104		4	104		4	104		4	104	
8.13	Public Computer Carrel	26	10	260		10	260		10	260		10	260	
8.14	Public Research / Laptop Carrel	26	6	156		6	156		6	156		6	156	
8.15	Public Research Table	60	2	120		2	120		2	120		2	120	
8.16	Reference Public Printer / Scanner Station	20	1	20		2	40		2	40		2	40	
8.17	Pro Bono Attorney	150	3	450		4	600		5	750		6	900	
8.18	Attorney Conference Room	350	6	2,100		6	2,100		6	2,100		6	2,100	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

8. LAW LIBRARY (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Support Space (Continued)														
8.19	Library Stacks - Half-Height Shelving Units	18	30	540		30	540		30	540		0	0	
8.20	Library Stacks - Full-Height Shelving Units	18	40	720		40	720		40	720		40	720	
8.21	Staff Coffee Bar	40	1	40		1	40		1	40		1	40	
8.22	Self-Help Reception / Public Counter	60	1	60		1	60		1	60		1	60	
8.23	Self-Help Reception Counter Queuing	48	1	48		1	48		1	48		1	48	
8.24	Self-Help Public Waiting	-	1	225		1	240		1	255		1	270	
8.25	Self-Help Book Shelving Unit	9	5	45		5	45		5	45		5	45	
8.26	Public / Attorney Computer Terminal	20	20	400		22	440		25	500		27	540	
8.27	Self-Help Public Printer / Scanner Station	20	3	60		3	60		4	80		4	80	
8.28	Public Copier	40	2	80		2	80		2	80		2	80	
8.29	Clinic Area	750	1	750		1	750		1	750		1	750	
	Sub-total			6,378	0		6,603	0		6,848	0		6,513	0
Support Space - Information Booth														
8.30	Information Booth (1)	240	1	240	2	1	240	2	1	240	2	1	240	2
	Sub-total			240	2		240	2		240	2		240	2

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

8. LAW LIBRARY (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
	Total Net Square Feet			9,336	25		10,617	33		12,746	48		13,341	56
	x Department Circulation Factor			1.30			1.30			1.30			1.30	
	Total Net Occupiable Square Feet			12,137			13,802			16,570			17,343	
	Notes:													
(1) An Information Booth should be located in each Courts building (Criminal, Civil, and HMS).														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

9. DISPUTE RESOLUTION CENTER														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space														
9.01	Executive Director	240	1	240	1	1	240	1	1	240	1	1	240	1
9.02	Business Staff	120	1	120	1	1	120	1	1	120	1	1	120	1
9.03	Training Services	180	1	180	1	1	180	1	1	180	1	1	180	1
	Sub-total			540	3		2,921	3		540	3		540	3
Support Space														
9.04	Public Counter	40	1	40		1	40		1	40		1	40	
9.05	Lobby / Waiting	165	2	330		2	330		2	330		2	330	
9.06	Small Conference Room	200	1	200		1	200		1	200		1	200	
9.07	Intake /Case Management	500	1	500		1	500		1	500		1	500	
9.08	Volunteer Room	120	1	120		1	120		1	120		1	120	
9.09	Medation Room (Large)	450	2	900		2	900		2	900		2	900	
9.10	Medation Room (Medium)	300	2	600		2	600		2	600		2	600	
9.11	Medation Room (Small)	120	3	360		3	360		3	360		3	360	
	Sub-total			3,050	0		3,050	0		3,050	0		3,050	0
Total Net Square Feet				3,590	3		3,590	3		3,590	3		3,590	3
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				4,847			4,847			4,847			4,847	
Notes:														
(1) An Information Booth should be located in each Courts building (Criminal, Civil, and HMS).														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

10. SHERIFF - TRANSPORT AND STAGING														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Court Holding / Transfer														
10.01	Lieutenant	150	1	150	1	1	150	1	1	150	1	1	150	1
10.02	Sergeant	64	1	64	1	1	64	1	1	64	1	1	64	1
10.03	Office Specialist	64	1	64	1	1	64	1	1	64	1	1	64	1
10.04	Extradition Officer	64	1	64	1	1	2,921	1	1	64	1	1	64	1
10.05	Field Training Officer	64	1	64	1	1	64	1	1	64	2	1	64	2
10.06	Officer	0	0	0	10	0	0	12	0	0	15	0	0	18
	Sub-total			406	15		406	17		406	21		406	24
Support Space - Central Court Holding (1)														
10.07	Vehicular Sallyport	400	1	400		1	400		1	400		1	400	
10.08	Secure Pedestrian Sallyport	100	1	100		1	100		1	100		1	100	
10.09	Male Holding Cell - Group Cell	150	2	300		2	300		3	450		3	450	
10.10	Female Holding Cell - Group Cell	150	1	150		1	150		1	150		1	150	
10.11	Prisoner Restroom	50	2	100		2	100		2	100		2	100	
10.12	Janitor's Closet	40	1	40		1	40		1	40		1	40	
	Sub-total			1,090	0		1,090	0		1,240	0		1,240	0
Notes:														
(1) Holding Capacity in the Central Court Holding Area:														
	Male Capacity			8			8			12			12	
	Female Capacity			4			4			4			4	
	Total Capacity			12			12			16			16	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

10. SHERIFF - TRANSPORT AND STAGING (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space - Courthouse Security														
10.13	Lieutenant	150	1	150	1	1	150	1	1	150	1	1	150	1
10.14	Sergeant	64	0	0	2	0	0	2	0	0	3	0	0	3
10.15	Certified Peace Officer	0	0	0	25	0	0	29	0	0	36	0	0	43
10.16	Security Coordinator	64	2	128	5	2	128	5	3	192	7	3	192	8
10.17	Field Training Officer	64	1	64	2	1	64	3	1	64	3	2	128	4
	Sub-total			342	35		342	40		406	50		470	59
Support Space - Courthouse Security - Public Screening and Control Room (2)														
10.18	Public Entrance Security Queuing	360	1	360		1	360		1	360		1	360	
10.19	Gun Locker	40	1	40		1	40		1	40		1	40	
10.20	Magnetometer / Screening	60	2	120		3	180		3	180		3	180	
10.21	X-Ray Machine	120	1	120		2	240		2	240		2	240	
10.22	Search Area	40	1	40		1	40		1	40		1	40	
10.23	Central Control Room (3)	200	1	200		1	200		1	200		1	200	
10.24	Security Electronics	200	1	200		1	200		1	200		1	200	
10.25	On-Site Arrest Area	100	1	100		1	100		1	100		1	100	
	Single Building Sub-total			1,180	0		1,360	0		1,360	0		1,360	0

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

10. SHERIFF - TRANSPORT AND STAGING (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Courthouse Security Staff Support														
10.26	ID Officer Work Room	100	1	100		1	100		1	100		1	100	
10.27	Report Work Area	100	1	100		1	100		1	100		1	100	
10.28	Muster Room / Staff Break Room	300	1	300		1	300		1	300		1	300	
10.29	Locker Room	6	32	192		34	204		37	222		40	240	
10.30	Staff Restroom	120	2	240		2	240		2	240		2	240	
10.31	Staff Shower	40	2	80		2	80		2	80		2	80	
	Sub-total			1,012	0		1,024	0		1,042	0		1,060	0
Total Net Square Feet				4,030	50		4,222	57		4,454	71		4,536	83
x Department Circulation Factor				1.50			1.50			1.50			1.50	
Total Net Occupiable Square Feet				6,045			6,333			6,681			6,804	
Notes:														
(2) Courthouse security assumes security and public screening for two courts buildings, each with a single public entrance and Central Control room.														
(3) Sheriff Central Control Room (10.23), Building Support NOC (11.20) and Fire Command Center should be co-located														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

11. BUILDING SUPPORT														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Maintenance / Engineering														
11.01	Maintenance / Engineering Office	120	1	120	1	1	120	1	1	120	1	1	120	1
11.02	Work Shop	400	1	400		1	400		1	400		1	400	
11.03	Storage	600	1	600		1	600		1	600		1	600	
11.04	Staff Locker (1)	6	14	84	14	16	2,921	16	18	108	18	20	120	20
11.05	Break Room (2)	250	1	250		1	250		1	250		1	250	
11.06	Staff toilets m/f	120	1	120		1	120		1	120		1	120	
	Sub-total			1,454	15		1,466	17		1,478	19		1,490	21
Custodial														
11.07	Custodial Office	120	1	120	1	1	120	1	1	120	1	1	120	1
11.08	Custodial Bulk Storage	600	2	1,200		2	1,200		2	1,200		2	1,200	
11.09	Janitor Closet (3)(4)	60	8	480		10	600		11	660		12	720	
11.10	Staff Locker (1)	6	10	60	10	12	72	12	13	78	13	14	84	14
11.11	Break Room (2)	250	1	250		1	250		1	250		1	250	
	Sub-total			2,110	11		2,242	13		2,308	14		2,374	15
Other Building Support														
11.12	Lobby (not including screening/queue) (6)	3,000	1	3,000		1	3,000		1	3,000		1	3,000	
11.13	Lobby Information Counter	200	1	200		1	200		1	200		1	200	
11.14	Escalators (pair) x 3 floors (5)	240	3	720		3	720		3	720		3	720	
11.15	Loading Dock (8)	1,500	1	1,500		1	1,500		1	1,500		1	1,500	
11.16	Package Screening at Loading Dock	400	1	400		1	400		1	400		1	400	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

11. BUILDING SUPPORT (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Other Building Support (Continued)														
11.17	Trash Compactor/ Recycling (9)	750	1	750		1	750		1	750		1	750	
11.18	Mail Room (7)	250	1	250		1	250		1	250		1	250	
11.19	Floor Deputy Station	60	8	480		8	480		8	480		8	480	
11.20	NOC (Network Operations Center) (10)	300	1	300		1	300		1	300		1	300	
11.21	IT Deployment Offices	50	1	50		1	50		1	50		1	50	
11.22	MDF Room	200	1	200		1	200		1	200		1	200	
11.23	IDF Closet (4)	120	8	960		10	1,200		11	1,320		12	1,440	
	Sub-total			8,810	0		9,050	0		9,170	0		9,290	0
Total Net Square Feet				12,374	26		12,758	30		12,956	33		13,154	36
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				16,705			17,223			17,491			17,758	
Notes:														
(1)	Half-height lockers		(6)	Security screening/public queue in Sheriff program section										
(2)	Accommodate 8 people		(7)	Includes x-ray machine, sorting tables, roller basket storage										
(3)	Storage, sink, floor drain		(8)	Enclosed garage, Includes dock manager office and space for 2 semi tractor trailers										
(4)	Assumes 1 per floor and 8-12 floors		(9)	Includes 1 compactor (500Sf), space for sorting bins and separate recycling storage room (120 sf)										
(5)	Assumes 3 floors		(10)	Sheriff Central Control Room (10.23), Building Support NOC (11.20) and Fire Command Center should be co-located										

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

12. BUILDING AMENITIES														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Shared Support Space														
12.01	Large Conference / Multi-Purpose Room (1)	2,800	1	2,800		1	2,800		1	2,800		1	2,800	
12.02	Vending Area (1)	200	1	200		1	200		1	200		1	200	
12.03	Café / Meal Service	3,600	1	3,600		1	3,600		1	3,600		1	3,600	
12.04	Shared Staff Break Room (2)	500	2	1,000		3	2,921		4	2,000		5	2,500	
12.05	Shared Staff Exercise Room (3)	300	1	300		1	300		1	300		1	300	
12.06	Shared Staff Shower and Locker Room (3)	250	2	500		2	500		2	500		2	500	
Civil Court Judiciary														
12.07	Conference / Multi-Purpose Room (4)	1,800	1	1,800		1	1,800		1	1,800		1	1,800	
12.08	Judicial Fitness Center	500	1	500		1	500		1	500		1	500	
Office of Child Representation														
12.09	Large Conference Room (1) (4)	600	1	600		1	600		1	600		1	600	
Office of Parental Representation														
12.10	Large Conference Room (5)	750	2	1,500		2	1,500		2	1,500		2	1,500	
Sheriff - Central Booking														
12.11	Staff Exercise Room	300	1	300		1	300		1	300		1	300	
Children's Waiting Center														
12.12	Secure Reception Check-in	75	1	75		1	75		1	75		1	75	
12.13	Waiting Area	50	1	50		1	50		1	50		1	50	
12.14	Play Area - Infant & Toddler	75	10	750		10	750		10	750		10	750	

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

12. BUILDING AMENITIES (CONTINUED)														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Children's Waiting Center (Continued)														
12.15	Play Area - Kindergarten +	75	24	1,800		24	1,800		24	1,800		24	1,800	
12.16	Director's Office	120	1	120		1	120		1	120		1	120	
12.17	Volunteer Coordinator	120	1	120		1	120		1	120		1	120	
12.18	Staff Restroom	50	2	100		2	100		2	100		2	100	
Total Net Square Feet				16,115	0		16,615	0		17,115	0		17,615	0
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				21,755			22,430			23,105			23,780	
Notes:														
Large conference rooms with a minimum capacity seating 16 or more are included in this Building Amenities section, except where noted in the other sections of the space program.														
(1) The conference/multi-purpose rooms are assumed to be shared building-wide. The Large Conference/Multi-Purpose Room should be flexible to accommodate Jury Panel Waiting as a priority, and other functions such as conferencing as needed. The Vending Area should be proximate the the Large Conference Room.														
(2) Shared Staff Break Rooms assumed to be provided throughout the facility a ratio of one 18-person break room per 100 staff. Many break rooms are already included in most program components with at least 20 staff, and those break rooms are subtracted from the total Shared Break Rooms listed above in this section.														
(3) Shared Staff Exercise and Shower/Locker Rooms shared by all courts, and assumes one per building and two total courts buildings, subject to findings to be determined in Phase II of this study.														
(4) The Civil Court Judicial Conference/Multi-Purpose Room is planned primarily as a Judicial Board Rooms, but may be shared building-wide.														
(5) Includes space for overflow seating, A/V equipment and furniture as needed. Refer to the Space Layout Appendix for additional detail and diagrams.														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

13. AG IV-D ASSOCIATE JUDGE'S COURT SUPPORT														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
District Court and Attorney General's Offices														
13.01	District Clerk Office	120	1	120		1	120		1	120		1	120	
13.02	DMS Program	110	1	110		1	110		1	110		1	110	
13.03	Storage Closet	80	1	80		1	80		1	80		1	80	
13.04	Testing Office / Lab	95	1	95		1	2,921		1	95		1	95	
13.05	AG Office	320	1	320		1	320		1	320		1	320	
13.06	AG Negotiation Area	745	1	745		1	745		1	745		1	745	
13.07	Break Room	140	1	140		1	140		1	140		1	140	
	Sub-total			1,610	0		1,610	0		1,610	0		1,610	0
Total Net Square Feet				1,610	0		1,610	0		1,610	0		1,610	0
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				2,174			2,174			2,174			2,174	
Notes:														
IV-D Courtrooms (including courtroom ancillary space with prisoner holding) are included in "Civil Courts - Courtrooms", and Judicial Chambers (including support staff and ancillary space) is included in "Civil Court - Judiciary".														

CIVIL AND FAMILY COURTHOUSE

SPACE PROGRAM TABLES

14. DISTRICT ATTORNEY														
Space	Component	Unit Size	Current Need			2015 Need			2025 Need			2035 Need		
NO.		NOSF	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff	Quan.	NOSF	Staff
Staff Space														
14.01	Section Chief	180	1	180	1	1	180	1	1	180	1	1	180	1
14.02	Attorney (1)	120	4	480	4	6	720	6	6	720	6	8	960	8
14.03	Support Staff	64	1	64	1	2	128	2	2	128	2	2	128	2
	Sub-total			724	6		2,921	9		1,028	9		1,268	11
Staff Space														
14.04	Work Room	80	1	80		1	80		1	80		1	80	
14.05	Lateral Files (2)	9	1	9		1	9		1	9		1	9	
14.06	Witness Waiting	120	1	120		1	120		1	120		1	120	
14.07	Large Mediation Conference Room	350	1	350		1	350		1	350		1	350	
14.08	Small Mediation Conference Room	200	2	400		2	400		2	400		2	400	
14.09	Discovery Review Area (3)	150	1	150		1	150		1	150		1	150	
	Sub-total			1,109	0		1,109	0		1,109	0		1,109	0
Total Net Square Feet				1,833	6		2,137	9		2,137	9		2,377	11
x Department Circulation Factor				1.35			1.35			1.35			1.35	
Total Net Occupiable Square Feet				2,475			2,885			2,885			3,209	
Notes:														
(1) Attorney Office space is sized as large cubicle, but should be combined into private offices sized large enough to contain 2 attorney's each														
(2) Lateral Files should be combined in Work Room														
(3) Discovery Review Area should be a private conference room with 3-4 individual work carrels														

