



Court Agenda

Special Session

February 11, 2016

9:30 a.m.

1.0 Discussion Items:

1.1 Courthouse Facilities Budget Update

1.2 Courthouse Facilities Draft Program Review

Adjourn Special Session

***If necessary, an Executive Session may be held in accordance with:*

<i>ORS 192.660 (2) (d) Labor Negotiations</i>	<i>ORS 192.660 (2) (h) Legal Rights</i>
<i>ORS 192.660 (2) (e) Property</i>	<i>ORS 192.660 (2) (i) Personnel</i>



**SHERMAN COUNTY COURT
SPECIAL SESSION
OFFICE OF THE SHERMAN COUNTY COURT**

February 11, 2016 - 9:30 a.m.

Present: Judge Thompson, Commissioner McCoy, Commissioner Smith, Sherry Bryant, Meg Matsushima, Alan Osborne, Heath Gardner, Jeff Deswert, Brian Powell, Ron McDermid, Brad Lohrey, Debbie Hayden, Administrative Assistant Lauren Hernandez,

Special Session was called to order by Judge Gary Thompson at 9:30 a.m.

A quorum was present. No news media was present.

1.0 Appointment Schedule:

1.1 Courthouse Facilities Budget Update

Heath Gardner, Wenaha Group, explained the purpose of the work session was to further investigate program options discussed during the last work session. The focus was which program makes the most sense regarding effect, budget, and space usage. A fourth option was provided as well. The decisions to be made include the footprint size of the project and the target budget going forward into schematic design.

Hennebery Eddy Architects and The Courthouse Facility Advisory Committee attempted to find at least one concept that worked inside each option. Sketches were not final, but showed concepts that could work within the square footage of the building.

The option 1 budget was updated. The square footage did not change. Several things were added and accounted for, including a \$180,000 placeholder for a new relocated Weed Department shop on county property, a \$250,000 allowance for restoration of the historic courthouse cupola, and an allowance to cover the 'art in public places' requirement.

Because recent bid results on public projects have caused concern about the volatility of the market, the Courthouse Facility Advisory Committee feels the county should plan for the possibility that the cost per square foot could rise above the estimated \$300 being used in the estimated budget. The committee has raised the cost per square footage to \$315 to allow for padding should prices rise. The committee also recommended a larger contingency amount, so the budget reflects the program contingency has been raised from 5% to 10%. Jeff Deswert, Kirby Nagelhout Construction Co., agrees raising the contingency amount is the safest option and can protect the project from unexpected costs that can jeopardize it. Unused contingency funds can be returned or can go into other aspects of the project.

The budget still reflects a \$1,000,000 placeholder for existing courthouse revision. The goal is to keep revisions to the existing building at a minimum. The project charter does not call for massive restoration

of the existing courthouse. Cosmetic improvements will be done inside, and some walls may be moved to improve the flow of the building. Although not all of the \$1,000,000 may be used, it is important to have extra funds set aside in the case that unexpected issues occur. The estimated cost for revising the existing courthouse is \$120 per square foot.

1.2 Courthouse Facilities Draft Program Review

Alan Osborne, Hennebery Eddy Architects, summarized each draft program. Option 1, the original draft program, was revised. Stair and bathroom placements were reviewed as well as courtroom size and seating capacity. Extra space was eliminated but was taken up by other components. The square footage for this plan grew a couple hundred square feet. There are still inefficiencies to be addressed in this program, but it shows the initial concept could not shrink significantly and remain the same.

Option 2 reduces three large meetings rooms to two and keeps the Circuit Court in the existing courtroom. This idea was briefly explored and abandoned. It did not save money. The existing Circuit Courtroom would need to be brought up to industry standards regarding sensible adjacencies, accessibility, waiting/staging area logistics, and security. To do this, the existing addition at the back of the building would either need to be significantly remodeled or replaced. While this option reduces the square footage of the new building, the funds needed to bring the existing courtroom up to standards would add square footage and cost. The design also added a strange pop-out to the outside of the building to accommodate the program, which was not aesthetically pleasing.

Option 3 reduces three large meeting rooms to two and keeps the Justice Court in the existing courtroom. This option creates a central entry for ADA access into the courtroom. The back portion of the building would be staff access only. Entryways into both buildings were pushed further apart, which displaces the central plaza uniting both spaces, but landscaping could solve this. Upstairs, this option includes elevators for the public, waiting areas, a staging room, a meeting room for the District Attorney and legal personnel, restrooms, and other support spaces. This option meets the standard of care related to security protocol. The issue of a staff break room will be solved in the schematic design phase. Alan explained his team and the Facility Advisory Committee feel although this program meets standards, it is not large enough. The program does not fit the Justice Court's need for storage and clearance. It could work as a short-term solution, but the goal of the project is to plan for the next 50-100 years. This is not a long term solution, and the committee feels other options should be explored.

Option 4 is similar to option 3 but moves Justice Court into the new building for a better fit. This option explores using space previously held for Tri-County Corrections to find a suitable space to fit Justice Court needs. This option creates a "justice building" and a "county business building" and could create clarity for the public about the services and entities in each facility. In this option, the Sheriff's Office has space for public interaction. The Justice Court gains a transaction area as well as storage. The Juvenile Department is included next to the Justice Court.

Discussion was held about the frequency of elevator usage. Suggestions were given about a dual-entry elevator with security key locks for both public and private use. Eliminating an elevator shaft will reduce overall cost. This option will be explored.

Option 4 is a significant reduction from the original draft, option 1, and allows for the link between the existing building and the new building to be reduced to a one story structure as both buildings would not require the same level of security zoning. One con to this option is some efficiency is lost. Upstairs employees will have a longer distance to walk if they need to visit the other facility. However, the campus is small, so this is not a deal breaker.

Concern was expressed over the three public entrances shown in option 4. For security purposes, it is safer to have fewer public access points. To solve this problem, certain entrances can be locked for employee card access only. Security entrances and accesses will be thoroughly discussed during the schematic design phase.

Upstairs design includes meeting rooms for defendants and attorneys, a staging/waiting room area, public bathrooms, a staff restroom, and a dedicated jury room restroom. Traffic flow of the courtroom was discussed, including the path of the judge, the defendant, and the jury. Discussion was held about transferring defendants into the courtroom in the most secure, least prejudicial manner. Placement of the County Court Administration in the existing courtroom was examined. If future commissioners decide to have an ongoing presence in the courthouse, this option provides for the flexibility to make this possible. Efficiencies are gained without the link upstairs as valuable wall space is no longer bisected with an entryway.

The link between the two buildings creates courtyards. The link will be made of glass. Architecturally, glass is the best option as the existing building is made of brick, and even with an attempt to match the brick façade of the link to the existing building, the surface will be obviously different and aesthetically displeasing.

Heath gave an overall summary of each option. Option 2 increases square footage and cost. Option 3 cuts square footage down to an estimated 14,350 feet and estimated cost to \$8.2 million. The Facility Advisory Committee feels option 3 is too tight of a fit. Option 4, removing Tri-County Corrections from the program, gains efficiencies. The cost difference between option 3 and 4 is between \$300,000-400,000. Although the option 4 program appears to be roomy, it provides future flexibility as program needs change and provides flex space at a lower square footage cost as it is not in the new building.

Cost and scope reducing options were reviewed. To reduce the cost of the project to below \$7 million, the Facility Advisory Committee feels concessions will need to be made to the project charter and project goals. The following are savings estimates: eliminating the cupola saves \$250,000. Eliminating the proposed link between the new and existing building would save \$300,000. Eliminating one elevator shaft saves \$100,000. Performing only cosmetic upgrades to the existing courthouse and fitting departments within the current layout saves \$500,000. The total cost reduction of these elements totals \$1,150,000. Beyond these options, reducing the cost further means reducing square footage, which could lead to making concessions too large to result in meeting the goals of the project charter.

Scenarios for eliminating the building link were discussed. If the link is eliminated, ADA access must be reassessed in the existing courthouse, and security access points to both buildings must be addressed. The committee does not promote the idea of removing the link, but recognizes it as one way to reduce budget cost. The committee recommends, if the funding is available, the Court set the project target budget at \$8.6 million consistent with option 4 and task the project team to continue working with the option 3 and 4 concepts during schematic design in order to maximize the efficient use of space and funds. The \$8.6 million cost estimate reflects the increased contingency percentage but not other cost-cutting options. Discussion was held about possible budget scenarios and savings regarding keeping or eliminating the building link.

Funding options were reviewed. There is very little chance the state will contribute to funding for this project. Ron McDermid, Justice of the Peace and member of the Facility Advisory Committee, reported the project is off of the Chief Justice's list. Receiving a Q-Bond is unlikely as the project's timing is off. Ron suggested the county self-fund the project. If the county self-funds, it owns the building outright and controls the use and future of it. The county has the reserves to fund this project, and no debt will be created.

Overall, the court was impressed with the options presented and feels Hennebery Eddy Architects responded well to requests made during the last work session. During the next County Court session, the Facility Advisory Committee will look for authorization to move into the design phase, proceed with design work, to negotiate final fees with Hennebery Eddy Architects, and for the Court to adopt the preliminary target budget. Heath will present the committee's recommendation to the Court and a revised schedule with next steps. Hennebery Eddy Architects will work with the committee to refine the program into a preferred program and an alternative program. A public outreach meeting will be held before designs are presented to Court for approval.


After schematic design, the exterior design of the building, a site plan, a property use plan, plaza designs, elevations of the building, possibly a three-dimensional view of the building, and refined program plans will be available to view at this time. At this time, actual design cost can be discussed as well as if the project is on budget. The goal budget target is \$8.6 million or lower, and refinement and opportunities for finding savings will continue.

The Weed Department building is included as a line item in the budget. The existing shop needs to be gone when construction times comes, so a location for the new building needs to be decided and design for the building needs to begin immediately. This project can be added as the first bid package for the Construction Manager/General Contractor (CM/GC) and can be done without a separate procurement process. Discussion was held about a location for the new Weed Department building. If the building is built on land at the fairgrounds, the fairgrounds may benefit from the repair of sewer lines and maintenance of the parking lot area. These extra costs will need to be figured into the budget. Possible amenities to the Weed Department building were suggested.

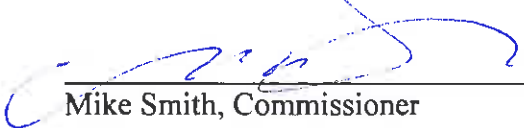
Newly acquired property the county recently purchased adds value to the project, and a use for it is yet to be determined. It is hugely beneficial as a lay-down yard during the construction phase. The trailer needs to be removed and the lot needs to be graveled. This can be included in the CM/GC process, but the cost is not yet reflected in the budget. Each of these projects will be added to the original project as separate line items and will most likely increase the budget target.

Being no further matters at issue, the Special Session was adjourned at 11:37 a.m.

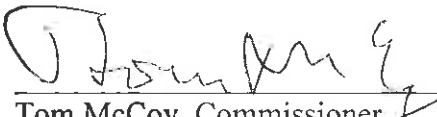
Sherman County Court



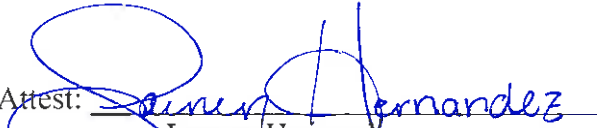
Gary Thompson, Judge



Mike Smith, Commissioner



Tom McCoy, Commissioner

Attest: 

Lauren Hernandez
Administrative Assistant