

TABLE OF CONTENTS

Executive Summary	page 1
I. Introduction	5
II. Analysis	10
Coroner	15
County Clerk	17
District Attorney	21
Law Library	24
Northern Solano Judicial District	27
Public Defender - Fairfield	31
Public Defender - Vallejo	35
Sheriff's Dept.	37
Superior Court	40
(including Grand Jury)	
III. Alternatives	47
IV. Recommendation	67
V. Cost Estimate	73

124702

U.S. Department of Justice
National Institute of Justice

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

Permission to reproduce this copyrighted material has been granted by

Institute for Law and Policy
Planning

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the copyright owner.

This report was prepared by the Institute for Law and Policy Planning, Berkeley, California. Special consultation on architectural analysis and cost estimating was provided by John Holey Associates, San Francisco, California.

Project Team

Institute for Law and Policy Planning

Alan Kalmanoff	Project Director
Patricia Bradley	Principal Planner
David Moulton	Statistical Analysis, Senior Planner
Mia Weber	Research Analyst

John Holey Associates

Carl Bridgers	Architect
---------------	-----------

EXECUTIVE SUMMARY

The majority of departments presently occupying the Solano County Hall of Justice are seriously crowded. Some are spatially dispersed, either with staff at other locations in the building, or located outside of the Hall of Justice entirely, causing additional inefficiencies. With the imminent opening of the new Justice Center, there will be a substantial amount of space freed for the use of the remaining departments.

Solano County has asked the Institute for Law and Policy Planning (ILPP) to assist in planning for an efficient and rational transition to an improved configuration. This report reviews the existing space use, analyzes existing problems, presents three alternative scenarios, and makes a recommendation for the reallocation of space in the Solano County Hall of Justice.

This report consists of the following chapters:

- I. Introduction. The introduction consists of project background, plans, methodology.
- II. Analysis. Current occupants of the building are described, including information on current staffing, space use, and major problems. In addition, each department includes a brief list of what would happen to the space occupied under the different scenarios described in Chapter III, Alternatives. After each departmental narrative is a graphic presentation of the space currently used by the department.
- III. Alternatives. Solano County asked ILPP to provide scenarios for three options. Chapter III presents these alternative plans in a composite format, with a short narrative describing the option, and then a graphic representation of the plan. Finally, a summary sheet showing figures for space currently occupied, moves, and space occupied if the Scenario is implemented are presented.

Scenario One:	No major remodeling is done; all functions stay within the building, though they may be relocated internally.
Scenario Two:	All unused space is converted through remodeling.
Scenario Three:	Which Departments could be moved out of the building.
Future plans:	In addition to these three scenarios, the County also asked ILPP to determine what impact the addition of new Superior Court Judges would have on space use in the Hall of Justice.
- IV. Recommendation: Because of the complexity of the alternatives, ILPP has recommended a plan that combines elements from the three scenarios. A recommendation and Action Summary are included in Chapter IV.
- V. Cost Estimate: Cost estimates are included for some specific remodeling projects identified in Chapter III: Alternatives.

Assumptions

ILPP has made the following assumptions in this study:

1. The Coroner will move into new offices in the Justice Center, and space currently occupied in the Hall of Justice will be available to another department.
2. As the result of an agreement between Superior Court Judges and Municipal Court Judges, all Civil and Criminal Municipal Court Departments will relocate to the new Justice Center. The four courtrooms vacated will be occupied by Superior Court Depts. Two Courtrooms in the North Hall of Justice will be assigned to Traffic Court and Traffic Referee. As part of the same agreement, Civil and Criminal Municipal Court Administration will move to the new Justice Center, freeing up space for other departments. Traffic Administration will remain in the Hall of Justice.
3. Because of crowding in other departments that require adjacencies to the courts, the Elections Dept. will relocate to the Reprographics Building, and the space they currently occupy will be available to another department.
4. County funds are severely limited. The recommended plan must entail as little moving and remodeling as is consistent with the attainment of a reasonable configuration. If all the occupants could be evacuated and major building renovations undertaken, the resulting plan would undoubtedly meet the needs of the occupants more successfully. However, starting with a "clean slate" is not a feasible alternative because of the scope of the project and the County's financial ability. This report takes into account the constraints of moving expenses, remodeling expenses, the size and shape of the existing building, and the need to maintain the existing courtrooms.
5. The plan should ideally be able to accommodate expected growth of the departments - in particular a substantial expansion of the Superior Court. Because of the amount of space required with the addition of new court departments, the Hall of Justice will not be able to accommodate all the departments that are currently occupying it. Which departments move out and where they go is a complex decision that the County may face in the near future. While this report does not address the details of such a decision, it does point out some of the issues involved in the decision.

Policy Issues

While this report focuses on space allocation, there are several policy issues that have a direct impact on space use.

Record Management: Solano County is in the planning stages of implementing a Record Management Program, which would include storing active records, automating or computerizing records, purging, destroying, and archiving documents. A significant amount of space in most of the departments in the Hall of Justice is used for record storage - an amount that is steadily increasing. Actively pursuing a record management program would result in substantial decreases in space needs, and resulting savings for Solano County. Sonoma County recently estimated that in the first year of their record management program, departments were able to remove 57% of their files from offices - 33% were put in off-site storage and 24% were destroyed.

If we assume that crowding will result in the county leasing space, the cost savings are easy to illustrate. With circulation, the average file cabinet requires 8.5 sq. ft., and at a rate of \$1.04 per sq. ft. for leased space, Solano County could save \$8.84 per month for every file cabinet that is removed through record management.

Space Standards: Solano County does not have an approved set of space standards, laying out sq. ft. requirements for different grades and types of employees, or designating private offices vs. open office or open office with office dividers. Indeed, these are not simple issues to resolve. Because the scope of this project does not allow for programming for design of department space in each department, consultants have not addressed this issue. However, there are several observations on the topic.

- It is becoming very common in large office buildings, including county and state governments, to choose open office layout over private offices. This is largely a decision based on costs of construction and relative space needs (open offices are more efficient).
- A number of the departments in the Hall of Justice require a high number of private offices. This is predominantly because of factors like attorneys (D.A., P.D., Superior Court) requiring private offices to confer with clients or research cases.
- In general, when spaces that are currently in an open office plan have been reallocated to a different department, Consultants have not recommended construction of private offices for three reasons. First, the County has made clear that money for all the items required in the Hall of Justice space reallocation - moving, remodeling, painting, carpeting, furniture, is extremely limited. Second, as stated previously, the level of detail to identify and program who requires partition walls, and where they should be, is outside the scope of this study. Finally, addition of private offices and partition walls greatly reduces the flexibility of the space. The possibility of adding more Superior Court judges could significantly change medium to long range use of the Hall of Justice. The County should make major decisions about who will eventually be

relocated, and where they will go, before committing the substantial investment needed to construct private offices.

Consultants would recommend departments plan internally to take these factors into account. Departments should decide which functions could best function in open office space - record storage, clerical functions, etc. After the County has made long range decisions to meet future court space needs, departments should be able to plan more precisely for their needs for additional private office or partitioned offices.

INTRODUCTION

In September 1989 the new Solano County Justice Center will be ready for occupancy. The new occupants will be the Sheriff's Department and new jail (now housed in the Old Jail), the County Coroner, and all functions of the Municipal Court except Traffic (now housed in the Hall of Justice). The jail is scheduled for eventual demolition but there will be some space available in the Hall of Justice. To assist it in allocating this space the County has hired the Institute for Law and Policy Planning (ILPP), which authored the county's most recent facilities master plan in 1988. This study addresses only the Hall of Justice; it does not address the use of space in the new Justice Center or any other Solano County government building.

Background

Previous master plans (Hughes-Heiss, HOK-OMNI, 1986, and ILPP, 1988) did not address the use of space at this level of detail, but all predicted the need for a considerable expansion of the departments involved with criminal and civil justice. The present study will discuss each of the spaces to be vacated, evaluate the expansion needs of the remaining departments, and suggest how the space might be used to the best overall advantage for the County. It also suggests ways to recapture some space presently being underutilized; this latter option will require greater expenditures but will be far cheaper than new construction.

Current Occupants

The following departments now occupy space in the Hall of Justice buildings:

- Coroner
- County Clerk (including the Elections Division)
- District Attorney
- Law Library
- Northern Solano Municipal Court
- Public Defender - Northern Solano
- Public Defender - Vallejo
- Sheriff
- Superior Court
- Superior Court - Grand Jury.

Moves Planned Prior to the Study

There are several moves that have already been planned by Solano County. When the new Justice Center opens, the Coroner and all of the Municipal Court except the Traffic Division will move out of the Hall of Justice and into the new building.

In addition, Elections is scheduled to vacate current space and move into the Reprographics building.

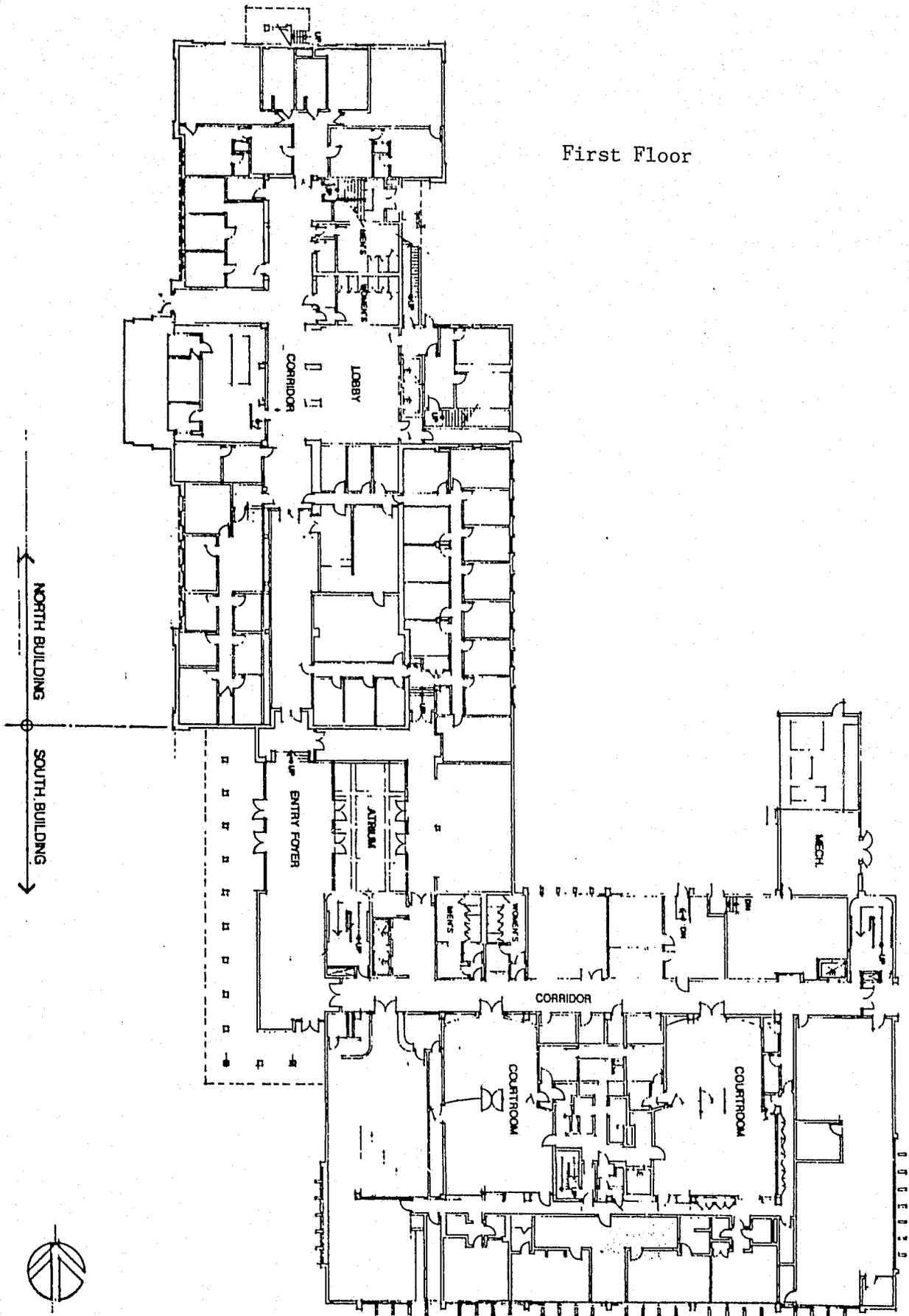
A crucial piece in this plan is the location of the Superior Court Departments. Prior to this report, an agreement was tentatively reached between the Superior Court department and the Municipal Court Department as to allocation of courtroom space. This agreement is reflected in all the scenarios, and is a major assumption of Consultants.

Plans

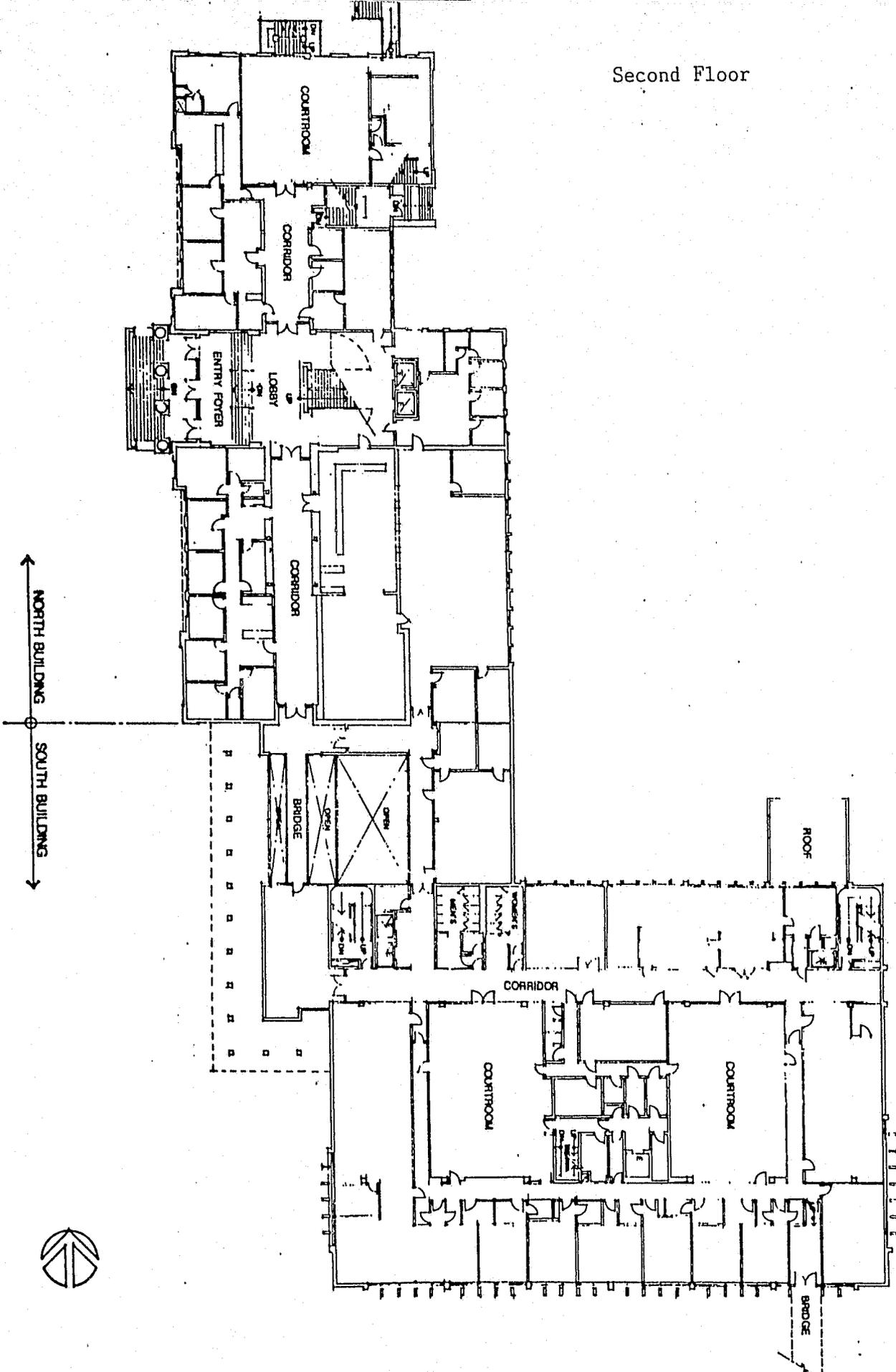
The first step in this study was to obtain plans showing the existing floor plan of the buildings. Because the building has been remodeled numerous times since construction, ILPP was unable to obtain a complete and up-to-date set of plans for the buildings in question from the County. The plans on the following pages were drawn from old plans for the two buildings (550 and 600 Union Avenue, Fairfield - sometimes referred to as the South and North Wings, respectively), and all renovations and transitional elements were added. Some of the measurements were made by ILPP.

The plans as shown here have not been checked for dimensional accuracy against the building, and accordingly ILPP wishes to emphasize that, while reasonably accurate, they should not be used for engineering or construction purposes.

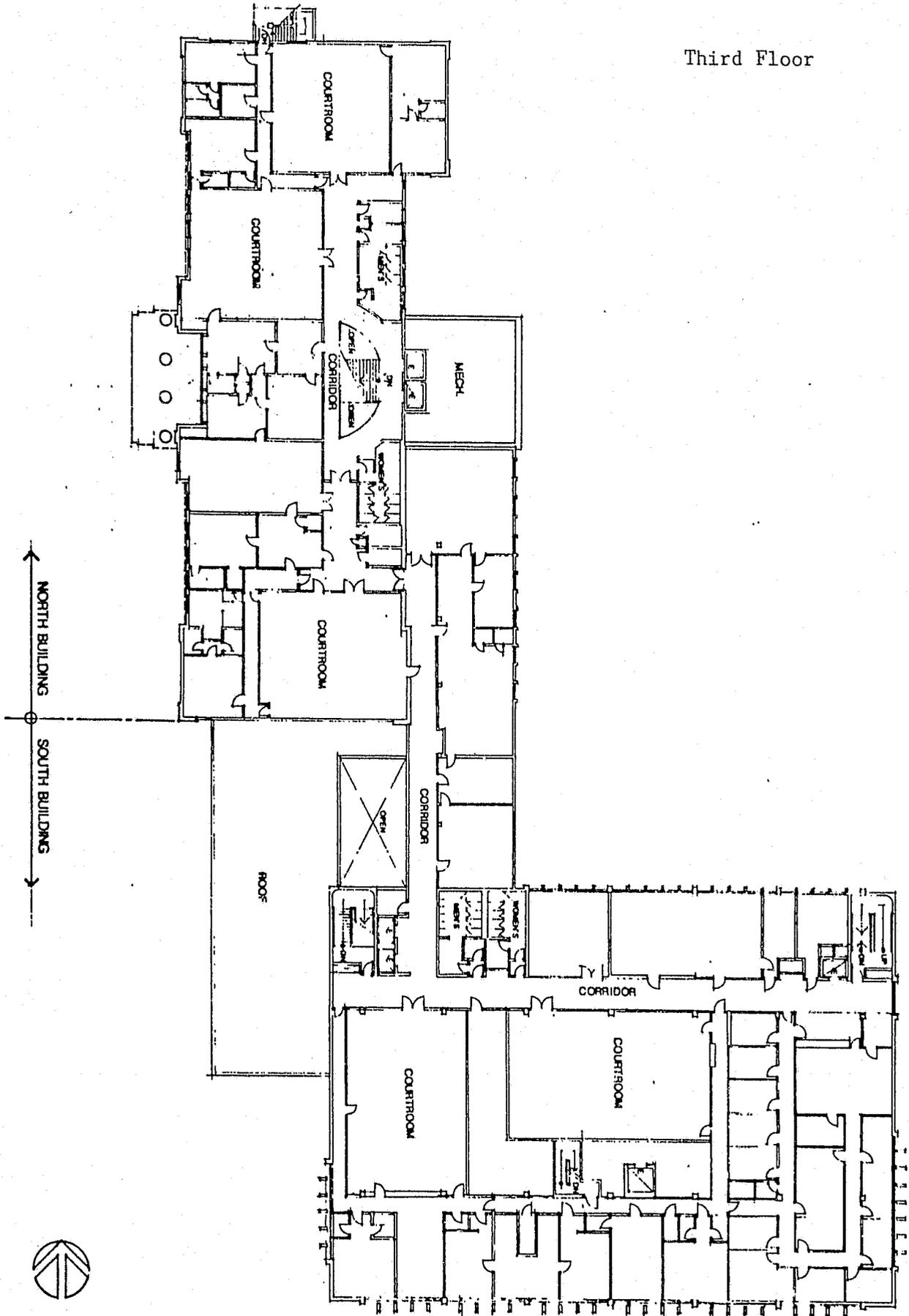
First Floor



Second Floor



Third Floor



ANALYSIS

The Hall of Justice currently has ten occupants.

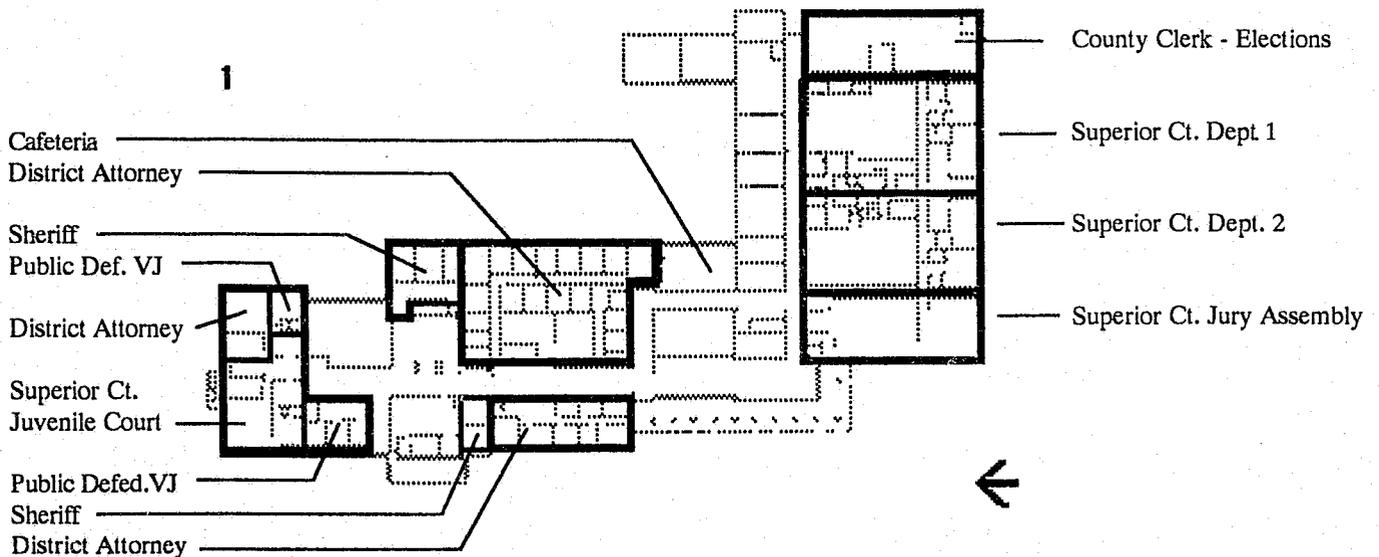
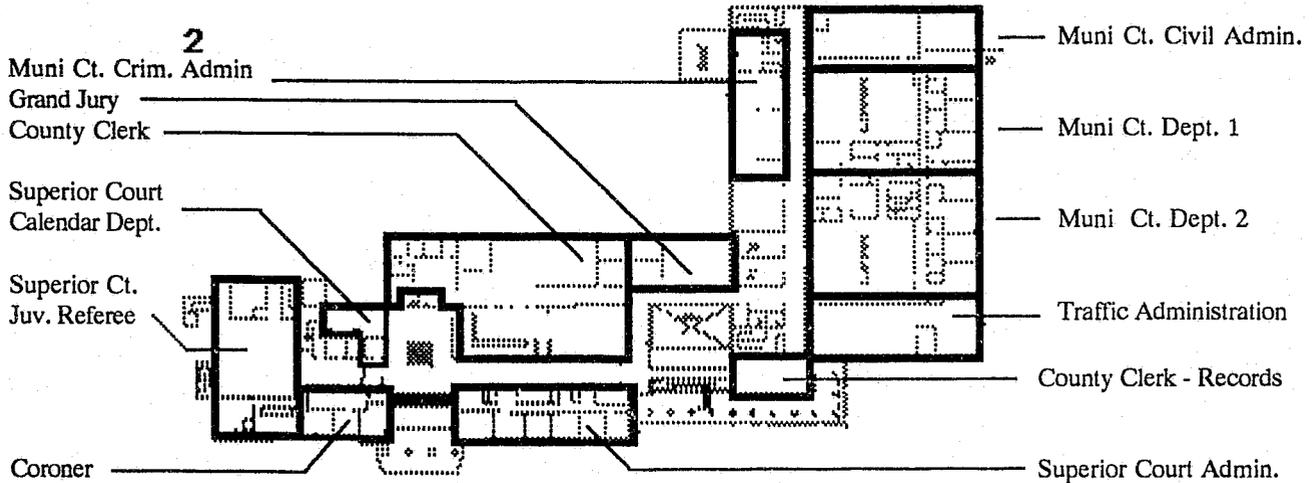
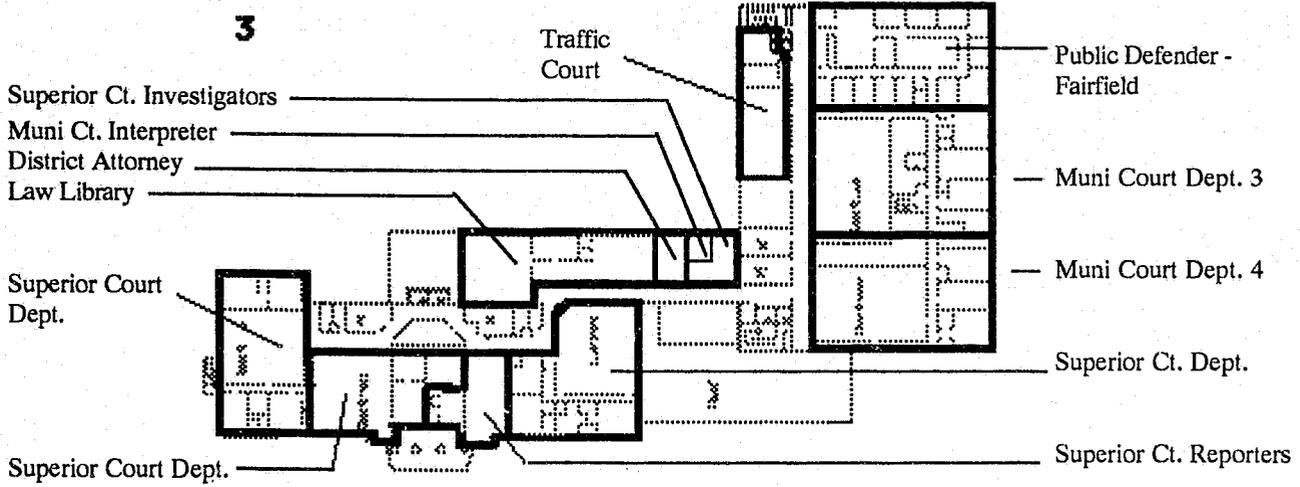
- Coroner
- County Clerk (including the Elections Division)
- District Attorney
- Law Library
- Northern Solano Municipal Court
- Public Defender - Northern Solano
- Public Defender - Vallejo
- Sheriff
- Superior Court
- Superior Court - Grand Jury.

In addition, there are public spaces such as corridors, restrooms, and a small snackbar. A substantial amount of space is reserved for mechanical equipment such as elevator machinery and heating and cooling equipment.

This chapter starts with a graphic presentation of the current occupants of both wings of the Hall of Justice, and a graphic showing circulation and mechanical space. After these initial pages, each department is briefly described, including information on current staffing, current space use, anticipated moves, and significant space problems. The impact of the three alternative scenarios on the specific department is then presented, along with Consultant's recommendation for the department. (For a composite plan showing all departments, see Chapter III. Alternatives and Chapter IV. Recommendation).

Following the narrative is a graphic representation of the space currently occupied by the department.

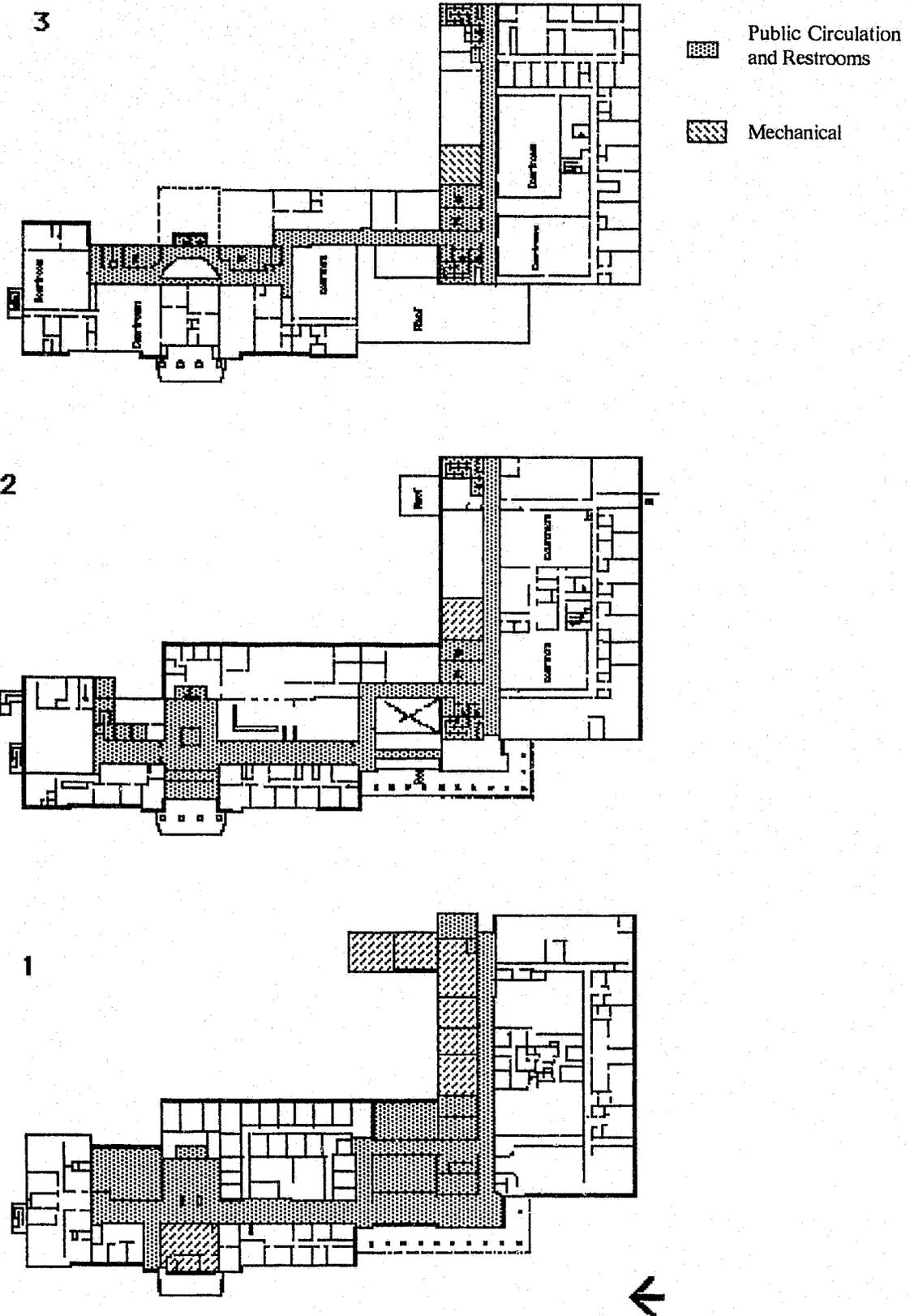
Existing Space Occupancy



Department	Current Departmental Assignments			Current
	Function	Building	Floor	Square Feet
Coroner	All	North	Second	866
	TOTAL			866
County Clerk	Main	North	Second	4,440
	Juvenile Records	North	Second	995
	Storage	South	Second	764
	TOTAL			6,199
	Elections	South	First	2,415
	TOTAL			2,415
District Attorney	Main	North	First	4,535
	Bad checks/Victim	North	First	1,516
	Victim	North	Third	296
	Storage	North	First	260
	TOTAL			6,607
Grand Jury	All	South	Second	975
	TOTAL			975
Law Library	Stacks	South	Third	996
	Office & stacks	South	Third	1,340
	TOTAL			2,336
Northern Muni Court	Criminal Administration	South	Second	1,328
	Civil Administration	South	Second	1,638
	Courts	South	Third	10,044
	Courts	South	Second	10,351
	Interpreter	North	Third	134
	SUBTOTAL courts/admin			23,495
	Traffic Administration	South	Second	1,995
	Traffic Court	South	Third	1,602
	SUBTOTAL traffic			3,597
	TOTAL Muni courts			27,092
Public Defender	All current	South	Third	4,165
	TOTAL			4,165
Public Defender (Vallejo)	Main	North	First	662
	Unoccupied	North	First	280
	TOTAL			942
Sheriff	Sally Port	North	First	368
	Bailiff	North	First	245
	TOTAL			613

Current Departmental Assignments		Current		
Department	Function	Building	Floor	Square Feet
Superior Court	Courts (301, 302)	North	Third	4,890
	Court (303)	North	Third	3,070
	Court	North	Second	2,738
	Courts	South	First	9,035
	Jury Assembly	South	First	2,520
	Juvenile/holding cells	North	First	1,619
	SUBTOTAL Courts/jury			23,872
	Reporters	North	Third	288
	Clerks	North	Third	964
	Investigators	South	Third	402
	Calendar/witness	North	Second	640
	Administration	North	Second	1,896
	Clerk	North	First	160
SUBTOTAL admin/clerks			4,350	
TOTAL Superior Court			28,222	
Unoccupied/storage	North	First	450	
TOTAL BUILDING			80,882	

Circulation and Mechanical



Coroner

The Solano County Coroner currently occupies offices on the second floor, North Wing which consist of three offices and one reception /secretarial area.

The Coroner will be vacating space and moving to new quarters in the Hall of Justice.

Current Sq. Ft.: 866 sq.ft.

Action: Coroner vacates space - moves to new offices in Justice Center

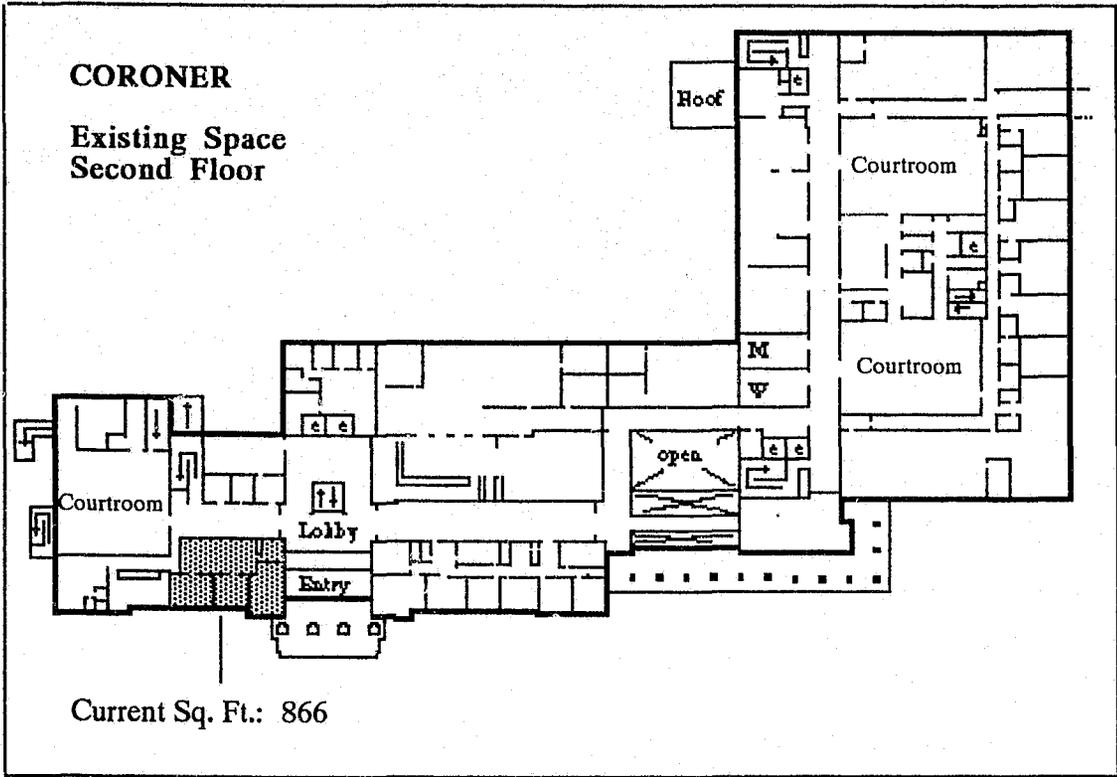
Alternatives:

Scenario One: Space occupied by Vallejo Public Defender

Scenario Two: Space occupied by Vallejo Public Defender

Scenario Three: If Vallejo Public Defender moved out of the Hall of Justice, the Coroner's space could be occupied by the District Attorney or by Superior Court Investigators.

Recommendation: Space occupied by Superior Court Investigators



County Clerk

The County Clerk provides services for Superior Courts only. County Clerk needs to be adjacent to Superior Courts, and if the Superior Courts substantially relocate, the County Clerk should be relocated.

Current Staffing:

County clerk currently has 18 full-time staff in Fairfield, plus at least one General Assistance Worker for 3 weeks every month.

Additional staff that have been funded and require workspace:

Trial Court Funding	1 Legal Procedures Clerk 1 Records Clerk
Workload increases	1 Document Clerk 1 Fiscal Clerk (collections)

Current Space Use:

The County Clerk occupies office space in North Wing of Hall of Justice, and record storage space in the South Wing. In addition, the Elections Department occupies space on first floor. Moving the Elections Department out of the Hall of Justice is currently being discussed, an option that would free up a substantial amount of badly needed space for functions directly related to Courts.

Separating County Clerk functions is somewhat difficult, as clerks provide services for all seven divisions. Because of this, a separation has a high potential to increase staffing needs. It would be possible to separate Juvenile Records and clerks (Records, plus two juvenile clerks--one legal recorder clerk and one document clerk). This could require one more clerk for general assistance. Juvenile division would be first choice if necessary to divide. If evidence storage was put in a location separate from the rest of the Department, an additional 1/2--1 person would be required.

Problem areas include: File Storage (adult and juvenile), Evidence Storage, and room for additional clerks.

File Storage: The County Clerk maintains seven divisions of files: Juvenile, Civil, Criminal, Probate, Family Law, Mentally Ill, Adoptions. Approximately 12,000 files are added each year (1,000 per month). File storage is an increasing problem for the Department. Current file area is approximately 1200 sq. ft.; the department estimates an additional 600 sq. ft. will be needed very soon, and an additional 1200 sq. ft. will be required within the next five years.

The County Clerk's office will shortly be out of space for record storage. The existing storage system in the main file area was added within the past five years. Based on what department members remember, the shelving company reviewed problems and said current shelves are at maximum height because of sprinkler system (and perhaps structural system of building). Records are currently in four places:

Active files: Stored in County Clerk office area

Active Juvenile: Stored in small record storage room adjacent to active adult files.

Warehouse (though these will be relocated at some point in the future): Used for archived records, records on microfilm.

Room in South Wing--not as current, but are accessed daily and include some overflow juvenile records. Microfilm area now in this space.

Automation would decrease record storage but has not been implemented because of budget constraints. Currently, budget considerations restrict files put on microfilm. Because of this record storage problem, the County should address this problem through actively employing its record management system.

Evidence Room: The evidence room needs to be adjacent and convenient (it is accessed at least 5-6 times daily). Space needs to be increased in size by 25-30%, with a better ventilation system.

Office Space: Additional office space is needed for clerks added under Trial Court Funding and Increased Workload.

Alternatives

Scenario One:

- A Main office and records continue to occupy current space.
- B Juvenile records and clerk vacate current offices and move to space currently occupied by Muni court Criminal Administration.
- C Space currently occupied by Juvenile Records is assigned to other County Clerk functions.
- D Older records stored in area adjacent to atrium are partially moved to space now occupied by Muni Court Criminal Administration, and partially reduced through improved record management.
- E Assign space vacated by records to other County Clerk functions.
- F Elections vacates space - moves to Central Reprographics
- G Space vacated by Elections is occupied by Superior Court Clerks and Reporters.

Scenario Two:

- A Main office and records continue to occupy current space.
- B Grand Jury moves to space on third floor currently occupied by Superior Court Clerks.
- C Juvenile records and clerk vacate current offices and move to space currently occupied by Grand Jury.
- D Space currently occupied by Juvenile Records assigned to Vallejo Public Defender.
- E Older records stored in area adjacent to atrium are partially moved to space now occupied by Grand Jury, and partially reduced through improvement record management.
- F Space currently occupied by older records is reassigned to other County Clerk functions.
- G Atrium space is remodeled to provide second floor additional office space for County Clerk.
- H Elections vacates space - moves to Central Reprographics Building.
- I Space vacated by Elections is occupied by Superior Court Clerks and Reporters.

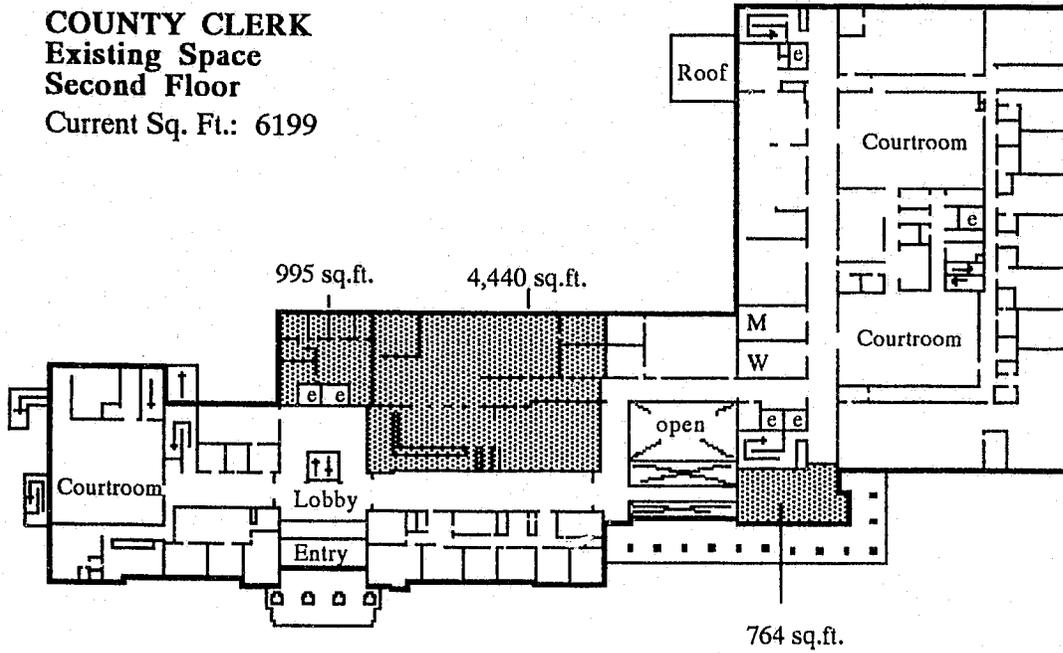
Scenario Three:

- A If the Grand Jury moved out of the building, space vacated could be used by the County Clerk, and additional space would not be required on the third floor.

Recommendations:

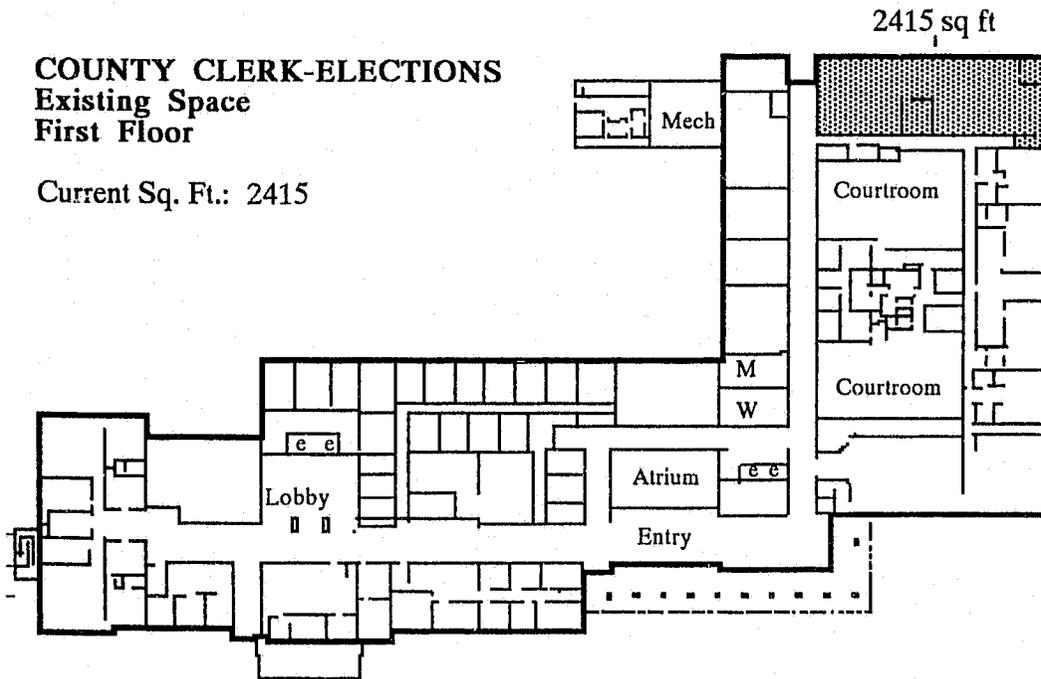
- A Main office and records continue to occupy current space.
- B Juvenile records and clerk vacate current offices and move to space currently occupied by Grand Jury.
- C Space currently occupied by Juvenile Records is assigned to other County Clerk functions.
- D Older records stored in area adjacent to atrium are partially moved to space now occupied by Grand Jury, and partially reduced through improved record management.
- E Space currently occupied by older records is reassigned to other County Clerk functions.
- F Elections vacates space - moves to Central Reprographics Building.
- G Space vacated by Elections is occupied by Superior Court Clerks and Reporters.

COUNTY CLERK
Existing Space
Second Floor
 Current Sq. Ft.: 6199



COUNTY CLERK-ELECTIONS
Existing Space
First Floor

Current Sq. Ft.: 2415



District Attorney

The District Attorney currently occupies office space in the North Wing, first floor and uses a small room next to the unused Hearing Room at the end of the corridor for dead file storage. In addition, 7.5 staff members are located in a separate office on Delaware Street.

Staffing

The recent addition of positions has caused an immediate space problem for the District Attorney. If the 21 requested positions are filled in the next year, space problems will result in substantial inefficiencies in the department.

Hall of Justice	35.5
Delaware St. (approx. 1,000 sq. ft.)	7.5
Approved positions	5.0

Current Space Use:

The District Attorney's Office requires additional room for office space, for evidence storage, for file storage, and, if possible, for consolidating the two offices.

Office Space: Space is at a premium for the District Attorney's Office. Although the County does not have adopted space use standards, attorneys working for the DA have traditionally had private offices. Because of crowding, attorneys will have to share moderate size offices. Clerical office space is currently quite crowded, and it will be quite difficult to find the needed space for new clerical positions.

Storage space and file storage is a large portion of the problem. The County should aggressively pursue a records management program. Archive storage would have to be adequately secure, with limited access and quick retrieval. In addition to storage space for files, the DA needs an evidence locker, approximately 60 sq.ft., and more effective space for office supply storage.

The DA's library is now used as a conference room, interview room, and copier room, which are not compatible uses. The ideal situation would be to consolidate all offices, with space for conferences, an interview room, library, and file room. If space is not available to locate all of Department together, the current divisions can continue. Victim Witness could be separated, although not the preferred solution. Victim Witness needs two offices, one waiting room, one clerical.

Alternatives:

Scenario One:

- A Current offices are maintained.
- B Vallejo PD relocates to current Coroner's Office.
- C Superior Court Reporter on first floor, North Wing, relocates to current Elections Dept. space.
- D DA occupies space in North Building, first floor now occupied by a Superior Court Reporter, Vallejo P.D. attorney, and vacant Hearing room.
- E DA occupies offices now occupied by V.P.D.
- F Superior Court Administration on second floor, North building relocates to Current Muni Ct. Civil Administration.
- G DA occupies offices in North Building, second floor, now occupied by Superior Court Administration. D.A. Victim Witness waiting room also relocates to this space.

Scenario Two:

- A Current offices are maintained
- B DA vacates storage room (260 sq ft) in north building
- C Storage room is incorporated into new Law Library
- D Current cafeteria is remodeled, and DA assigned 2/3 of current cafeteria.
- E Superior Court Administration on second floor, North building relocates to Current Muni Ct. Civil Administration.
- F DA occupies offices in North Building, second floor, now occupied by Superior Court Administration. D.A. Victim Witness waiting room relocates to this space.
- G Traffic Administration relocates to third floor, where Law Library is currently.
- H DA occupies space vacated by Traffic Administration.

Scenario Three:

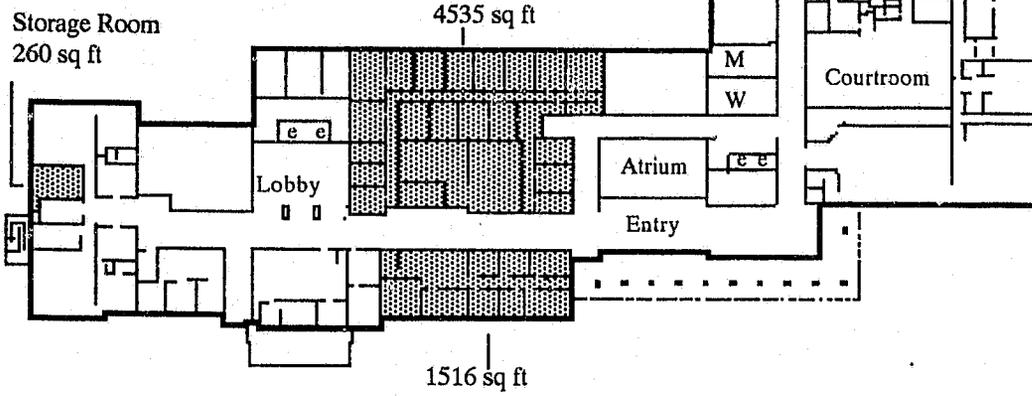
If Vallejo Public Defender's moves out of building, Coroner's office could be occupied by DA or Superior Ct Investigators.

Recommendations:

- A Current offices are maintained.
- B DA vacates storage room (260 sq ft) in north building
- C Storage room is incorporated into new Law Library
- D Superior Court Administration on second floor, North building relocates to Current Muni Ct. Civil Administration.
- E DA occupies offices in North Building, second floor, now occupied by Superior Court Administration. D.A. Victim Witness waiting room also relocates to this space.
- F Traffic Administration relocates to third floor, where Law Library is currently.
- G District Attorney occupies space vacated by Traffic Administration.

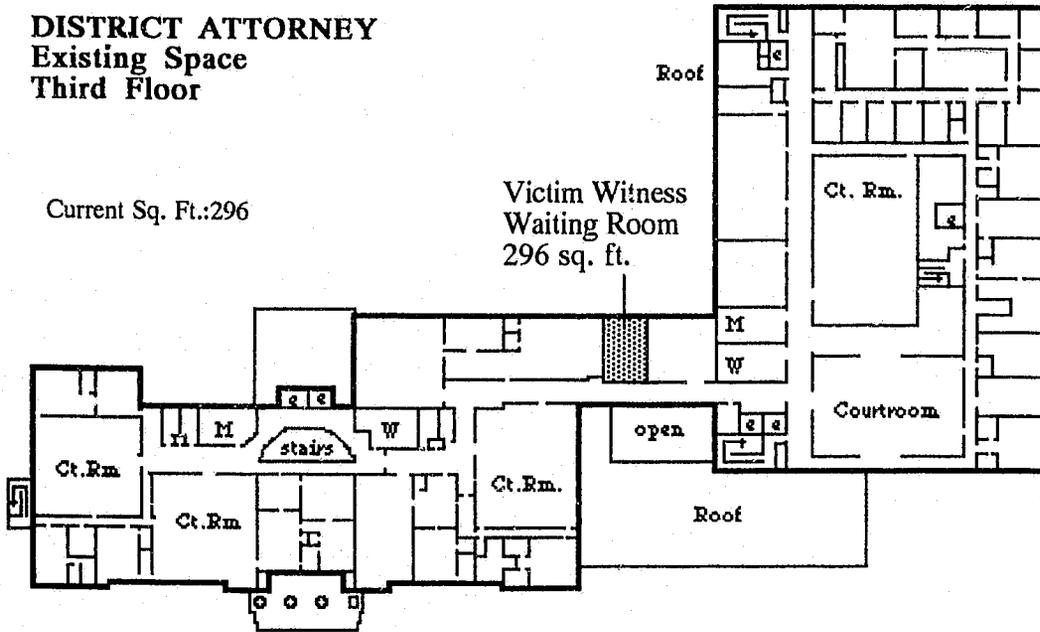
**DISTRICT ATTORNEY
Existing Space
First Floor**

Current Sq. Ft.: 6311 sq ft



**DISTRICT ATTORNEY
Existing Space
Third Floor**

Current Sq. Ft.: 296



Law Library

The Law Library is currently located on the third floor, North Wing.

Current Staffing:

Current staffing is one FTE librarian, and .5 Library Aide Assistant. No increase in staffing is anticipated in next year. In next few years, depending on budget and potential relocation, could increase to a total of 1 FTE Librarian, 1--2 FTE Library Aide/Assistant, and one .4 Departmental Aide to accommodate increased usage and/or expanded hours.

County Law Library currently has almost 300 cartons of useful, current books in storage, which were previously housed in Superior Court Department IA and which is now the Superior Court Clerk's Office. As County and Law Library revenues grow, Law Library should be able to add titles to serve growing and changing population of the County, as well as bringing the collection closer to complying with standards set forth in the California County Law Library, Basic List, 1984 Edition and "County Law Library Standards." The collection is growing at an annual rate of 30-40 feet.

Ideal space would have:

1. Room for growth (30-40 feet per year)
2. Floors designed to withstand weight of compact shelving to get maximum number of future volumes in the minimum amount of space, if necessary.
3. In or adjacent to Hall of Justice and the courts. Mission of Law Library is first and foremost to support work of courts. In addition, many of the patrons come to the Law Library when they are in Hall of Justice.
4. Independent access to the outside and to public restrooms, so Law Library could increase future hours without compromising the security of the building. In future, Law Library anticipates staffing for longer hours and eliminating after-hours access.
5. Two conference rooms in Law Library itself.
6. Area for one or more public access terminals to legal data bases (need quiet, secure location).
7. Space to store older material which still have probative value.

Sq. Ft. Required

The Law Library was addressed by HOK study, which estimated a need for 400 sq. ft. per Court Department. Current 12 departments (counting referees) x 400 =4800 sq.ft.

Alternative Scenarios:

- Scenario One:
- A Current offices are maintained.
 - B DA Victim Witness waiting room is vacated and relocated to third floor, North Wing, adjacent to main stairway.
 - C Law Library assumes current DA VW waiting room.
 - D Muni Court Interpreter moves to new Justice Center
 - E Law Library occupies current Muni Court Interpreter space.
 - F Superior Court Investigators move to first floor, South Wing.
 - G Law Library occupies current Superior Court Investigator space.

- Scenario Two:
- A Existing vacant hearing room on first floor, North Wing is cleaned out.
 - B Vallejo P.D. attorney in room adjacent to vacant hearing room is relocated to space currently occupied by Coroner.
 - C V.A. Public Defender vacates space and relocates to space currently occupied by Coroner.
 - D DA conference room adjacent to vacant hearing room is relocated to Space currently occupied by Traffic Administration
 - E Superior Court Reporter in room adjacent to vacant hearing room is relocated to space currently occupied by Elections
 - F Juvenile hearing room is vacated.
 - G Holiday cells adjacent to Juvenile hearing room are vacated and new cells constructed adjacent to elevators.
 - H Above vacated spaces are remodeled into new location for Law Library.
 - I Law Library moves into new Location
 - J Space currently occupied by Law Library is converted to Traffic Administration.

Scenario Three Scenario Three does not impact these alternatives.

Recommendations:

Consultants recommend Scenario Two as stated above. This will achieve a long term, permanent home for the Law Library, in a space that could provide access at hours after the Hall of Justice is closed. This also results in a substantial improvement in the layout for a number of other departments.

Consultants recommend that the Law Library be given priority in funding for remodeling changes.

Northern Solano Judicial District (Muni Courts)

Northern Solano Judicial District (NSJD) occupies space on the second and third floors of the South Wing. Civil and Criminal court departments and administration will be vacating the building to move into new quarters in the adjacent Justice Center.

Current Space Use

NSJD currently uses four court departments in the South Wing for civil and criminal cases (two each on the second floor and on the third floor). Each court department includes a courtroom, judicial chambers, judicial secretary's office. In addition, spaces for court reporters, clerks, holding cells, bailiff's offices, and secure hallways are adjacent to these courtrooms and are considered part of the court departments in this study.

A fifth courtroom for Traffic Court is also located on the third floor.

Current Space Occupancy

NSJD currently occupies four spaces for administrative offices. Civil and Criminal administration occupy offices at the east end of the building; Traffic administration occupies offices at the west end, and a small office for a court interpreter is located separately on the third floor.

Current Staffing

NSJD now has four judges and one traffic commissioner. In addition, one traffic referee was approved and needs an assigned courtroom.

Space Needs

Because of the move out of the Hall of Justice and into new quarters in the Justice Center, NSJD courts will vacate a substantial amount of space. The Department will still require two courtrooms in the Hall of Justice: one for Traffic Judge, and one for Traffic Referee. Traffic Administration should ideally be located adjacent to Traffic Court.

Current Sq. Ft.

Spaces being vacated:

Criminal and Civil Court Departments:	20,250 sq. ft.
Criminal and Civil Admin	3,352 sq. ft.

Spaces staying

Traffic Court	1600 sq. ft.
Traffic Administration	1995 sq. ft.

Additional Space Needed:

Traffic Referee
Traffic Administration

Alternative Scenarios:

- Scenario One:
- A Muni Court Civil and Criminal Court Departments vacate four courtrooms in South Wing and occupy new quarters in the Justice Center.
 - B Superior Court Departments occupy four courtrooms vacated by Muni Court in the South Wing.
 - C Muni Court Criminal Administration vacates South Wing and occupies new offices in the Justice Center
 - D Vacated space is occupied by County Clerk and Superior Ct. Administration.
 - E Muni Court Civil Administration vacates South Wing and occupies new offices in the Justice Center
 - F Vacated space is occupied by Superior Ct. Administration
 - G Traffic Court vacates Courtroom on third floor, South Wing and moves to North Wing courtroom vacated by Superior Court Dept.
 - H Vacated Traffic Court is converted to office space for Fairfield Public Defender.
 - I Muni Court Interpreter vacates space and moves to new Justice Center; vacated space is taken over by Law Library.
 - J Traffic Referee takes over one courtroom in North Wing vacated by Superior Court.

- Scenario Two:
- A Muni Court Civil and Criminal Court Departments vacate four courtrooms in South Wing and occupy new quarters in the Justice Center.
 - B Superior Court Departments occupy four courtrooms vacated by Muni Court in the South Wing.
 - C Muni Court Criminal Administration vacates South Wing and occupies new offices in the Justice Center
 - D Vacated space is occupied by Fairfield Public Defenders Office.
 - E Muni Court Civil Administration vacates South Wing and occupies new offices in the Justice Center
 - F Vacated space is occupied by Superior Ct. Administration
 - G Traffic Court vacates Courtroom on third floor, South Wing and moves to North Wing courtroom vacated by Superior Court Dept.
 - H Vacated Traffic Court is occupied by Superior Court Dept.
 - I New Traffic Referee is assigned courtroom in north building vacated by Superior Court Dept.

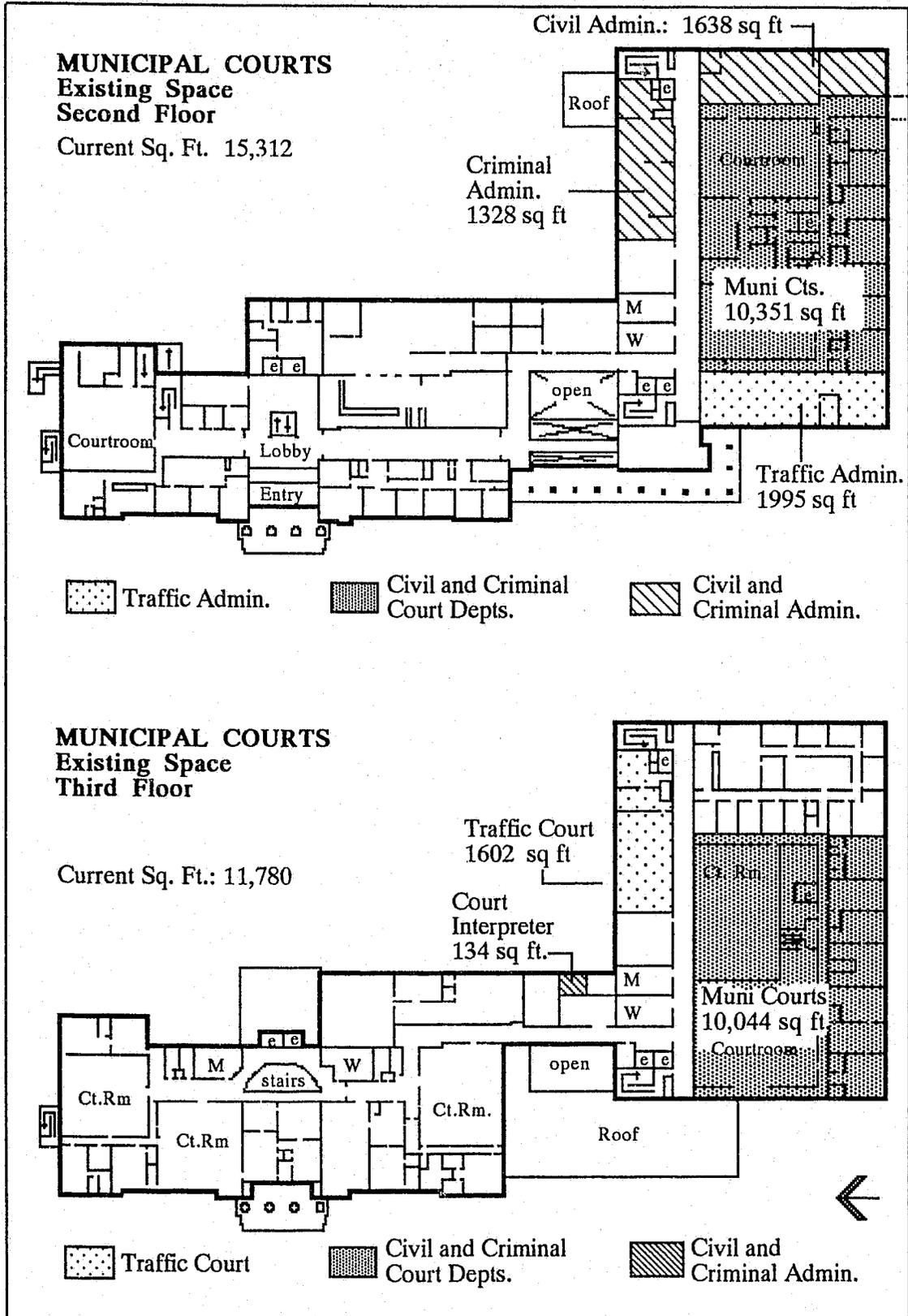
- J Traffic Administration vacates current space and moves to rooms currently occupied by Law Library, Superior Court Investigators, DA VW waiting room, and Muni Ct. Interpreter.
- K Atrium is remodeled and additional office space on third floor is created above current atrium. Traffic administration occupies newly created space.

Scenario Three

Moving of the Grand Jury or the Vallejo Public Defender's Office out of the Hall of Justice will not substantially affect these alternatives.

Recommendations:

- A Muni Court Civil and Criminal Court Departments vacate four courtrooms in South Wing and occupy new quarters in the Justice Center.
- B Superior Court Departments occupy four courtrooms vacated by Muni Court in the South Wing.
- C Muni Court Criminal Administration vacates South Wing and occupies new offices in the Justice Center
- D Vacated space is occupied by Fairfield Public Defenders Office.
- E Muni Court Civil Administration vacates South Wing and occupies new offices in the Justice Center
- F Vacated space is occupied by Superior Ct. Administration
- G Traffic Court vacates Courtroom on third floor, South Wing and moves to North Wing courtroom vacated by Superior Court Dept.
- H Vacated Traffic Court is occupied by Superior Court Dept.
- I New Traffic Referee is assigned courtroom in north building vacated by Superior Court Dept.
- J Traffic Administration vacates current space and moves to rooms currently occupied by Law Library, Superior Court Investigators, DA VW waiting room, and Muni Ct. Interpreter.



Public Defender - Fairfield

During the course of the study, the Solano County Board of Supervisors voted to consolidate the Fairfield and Vallejo Public Defender's Offices. Because this action happened during the course of the study, the Fairfield and Vallejo offices are described separately. Although the action changes the organization of the department, space needs remain quite similar because the joined offices must still maintain a separate office for "conflict" cases.

Current Staffing

18 attorneys	15 offices	(share offices - look for open desk)
9 clerical	3 spaces	(designed for five people)

3 investigators located on Courage Dr., Probation

2 attorneys located in Vallejo (not included in study)

Department anticipates staff will increase by 4 or 5 attorneys and clerical in coming year.

Current Space Use

Fairfield Defender's Office currently occupies offices on third floor of South Wing (4165 sq.ft.).

Files are stored in the conference room, reducing the space available for the library; this dual usage creates problems with noise, amount of space available, and privacy. Separate computer work stations will be necessary for attorneys to share anticipated new terminals. Office now has 3 computers + 1 HP - requesting 5 more = total 9.

Juvenile Division could be located elsewhere. Preferable to locate together - but space problems would be solved.

PD - 3 attorneys, 1 sect., 1 PT investigator (would not require space)

Would consolidate with: DA - 2-1/2 attorneys / 1 sect.; Prob.; Courts - 1 Referee; County Clerk; Welfare

Judges / Staff ratio

Need 3 attorneys per Superior court trial dept.

Need 1.5 attorneys per Muni Ct.

Need 1 clerical staff per 3 attorneys.

Add 3 Judges now (2 referee / 1 vacant) - 6 trial depts.

Future Staffing: The Department is currently requesting 2 additional attny's (budgeted now - could be from VJ conflict attorneys, + 1 1/2 time paralegal). If two additional trial judges are added, would require 4 more attorneys.

The Public Defender needs to be adjacent to courts and jails.

Additional Space Needed:

- 3 private offices for attorneys (currently sharing)
- 1 shared office for 3 investigators (currently at Claybank)
- 1 shared office for 4 clerical (currently crowded)

- 2 private office for attorneys (budget request)
- 1 shared office 3 clerical / paralegal

- 4 private offices for attorneys if 2 new trial judges are added
- 1 shared office for 1 clerical if 2 new trial judges are added

Alternative Scenarios:

- Scenario One:
- A Current Offices are maintained.
 - B Traffic Court vacates space and occupies courtroom in North Wing.
 - C Fairfield Public Defender occupies space vacated by Traffic Court.

- Scenario Two:
- A Current Offices are maintained.
 - B Municipal Court Criminal Administration vacates space and moves to new offices in Justice Center
 - C Fairfield Public Defender occupies space vacated by Municipal Court Criminal Administration.

- Scenario Three
- Moving of the Grand Jury or the Vallejo Public Defender's Office out of the Hall of Justice will not substantially affect these alternatives.

Recommendations:

- A Current Offices are maintained.
- B Municipal Court Criminal Administration vacates space and moves to new offices in Justice Center
- C Fairfield Public Defender occupies space vacated by Municipal Court Criminal Administration.

Recommendations Detail:

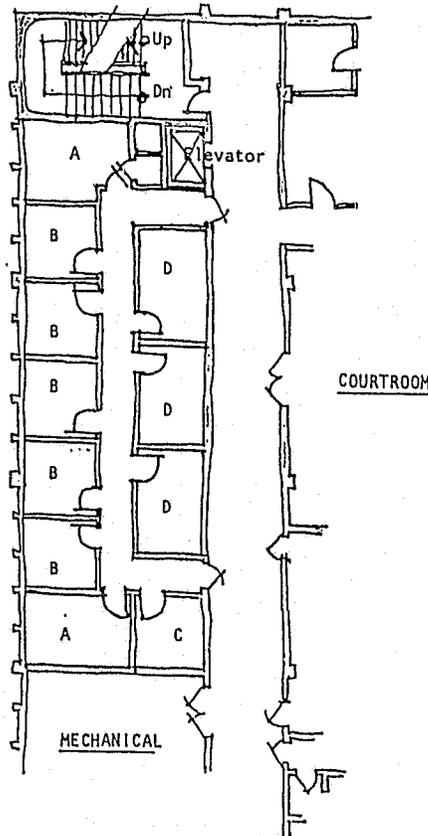
Consultants have prepared a quick space plan study of the proposed relocation of the Public Defender to the second floor of the South Wing of the Hall of Justice. In this case, the preference was noted for private offices in lieu of open workstations due to the confidentiality of attorney/client relations.

The attached sketch plan provides for eleven (11) total offices with the following size breakdown:

Office Type A: 13 x 10	2 total
Office Type B: 10 x 9	5 total
Office Type C: 9 x 9	1 total
Office Type D: 13 x 8.5	3 total
<u>All offices</u>	<u>11 total</u>

This sketch was roughly to a scale of 1/16" and the corridors are approximately 5'0" wide. These sizes are very rough until actual field dimensions are verified.

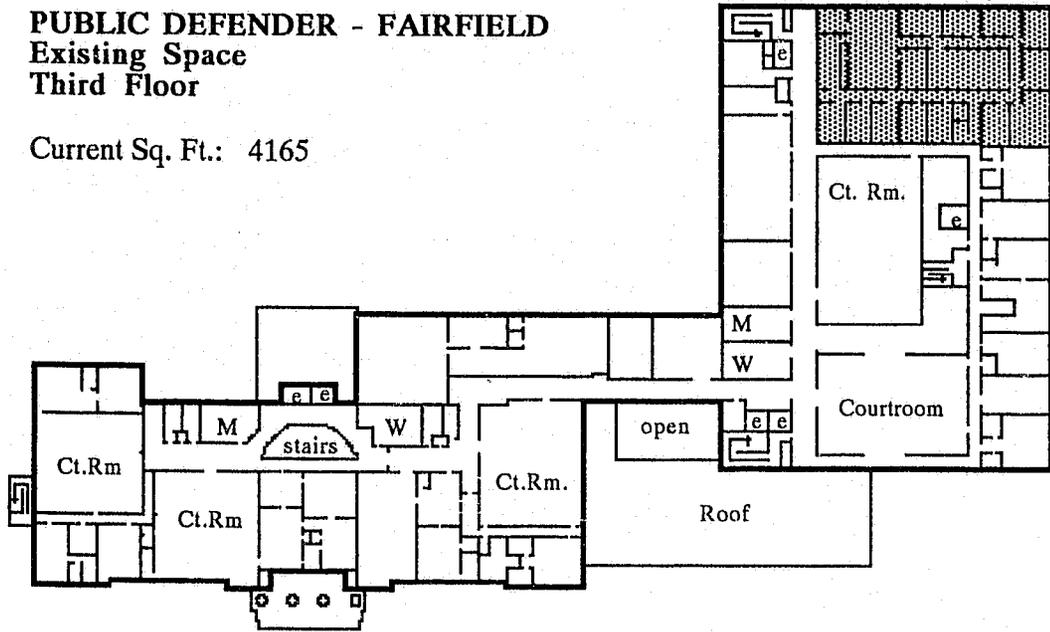
Cost estimates are not included for these interior walls.



PUBLIC DEFENDER - FAIRFIELD
Existing Space
Third Floor

Current Sq. Ft.: 4165

4165 sq ft



Public Defender - Vallejo

The Vallejo Public Defender occupies 662 sq. ft. on the first floor, North Wing.

Staff consists of four attorneys and two secretaries.

Current space is not adequate. Because the walls are very light partition, rooms are not all soundproofed and confidentiality of clients is not adequately provided. Attorneys do not have security, and because of the nature of clients and circumstances, emergency situations can develop.

One attorney has been displaced from the adjacent judges chambers because of the Superior Ct. Juvenile referee position. The proposed new location (after the space is cleaned up) is the judges chambers next to the vacant hearing room.

If additional Superior Ct. judges are approved, the Vallejo Public Defender's office will probably require two additional attorneys. Workload also depends on the number of contracts for civil work for the County.

The Vallejo Public Defender could be relocated outside the Hall of Justice, if offices were adequate and were within one block of the Courtrooms and new Jail.

Alternative Scenarios:

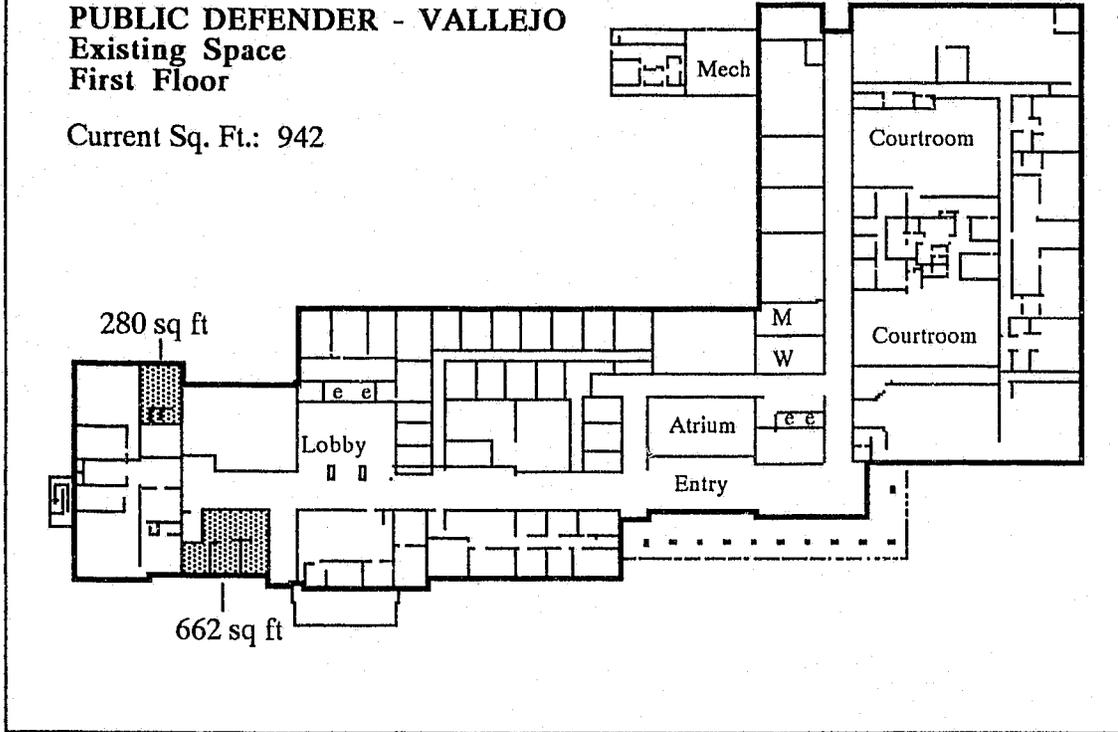
- Scenario One:
- A Coroner vacates current office in North Wing and moves to new offices in the Justice Center.
 - B Vallejo Public Defender occupies space vacated by Coroner
- Scenario Two:
- A Coroner vacates current office in North Wing and moves to new offices in the Justice Center.
 - B Vallejo Public Defender occupies space vacated by Coroner
 - C County Clerk relocates Juvenile Records
 - D Vallejo PD occupies room vacated by County Clerk
- Scenario Three:
- A. District Attorney relocates staff from Delaware St. office to Hall of Justice, space vacated by Traffic Administration
 - B. Vallejo PD moves out of Hall of Justice to Delaware St.

Recommendations:

- A. District Attorney relocates staff from Delaware St. office to Hall of Justice, space vacated by Traffic Administration
- B. Vallejo Public Defender moves out of Hall of Justice into Delaware St. offices.

PUBLIC DEFENDER - VALLEJO
Existing Space
First Floor

Current Sq. Ft.: 942



Sheriff's Dept.

The Sheriff's Dept., Bailiff Division, is responsible for transporting prisoners and holding them in custody while waiting for a court hearing. While technically all of the holding cells in the Hall of Justice, as well as the secure elevator and stairs in the South Wing are under the jurisdiction of the Sheriff, this report shows them under the jurisdiction of either Muni or Superior Court (usually as part of the Courtroom unit).

In general, this report has not dealt with these holding cells as a separate issue because no changes are being recommended. There is one important exception, however. If the Law Library relocates to the first floor, North Wing, two holding cells would have to be removed for the Law Library to effectively use the space. This particular issue is dealt with in the Alternative Scenarios and Consultant's recommendation. In addition, the Sheriff's Dept. occupies a small amount of office space on the first floor, North Wing, adjacent to the sallyport.

The Sheriff's Dept. estimates that there are approximately 10 holding cells in both wings. Because state prisoners are brought directly into the building, and will usually not be brought through the new jail in the Justice Center, the holding cells in the North Wing will probably be used more frequently for State prisoners. The Sheriff's Office must be consulted as the County develops long range plans for this building, as the total number of courtrooms used for criminal trials will drive the need for more (or less) holding cells and bailiff offices.

Alternatives

Scenario One:

A Sheriff's office maintains current office and holding cells

Scenario Two:

- A Sheriffs office maintains current spaces.
- B Holding cells are removed from North Wing, first floor.
- C Law Library takes over current holding cells.
- D New holding cells are constructed in lobby by elevators on first floor, North Wing.
- E New holding cells are constructed on third floor, adjacent to stairway.

Scenario Three

Moving the Grand Jury or Vallejo PD out of the Hall of Justice will not substantially affect these alternatives.

Recommendation:

- A Sheriffs office maintains current spaces.
- B Holding cells are removed from North Wing, first floor.
- C Law Library takes over current holding cells.
- D New holding cells are constructed in lobby by elevators on first floor, North Wing.

Recommendation Details:

The "as-built" plans of the first floor North Wing, per the holding cell requirements as outlined by sergeant Wayne Waterman, were reviewed by Consultants on the Friday, September 8, 1989 meeting with Solano County.

It appears that a plan featuring two cells and private foyer to prohibit access from the elevator lobby is feasible. These cells would feature concrete block walls, independent lath and plaster ceiling below the existing lobby ceiling and heavy gauge steel door and frame to provide the necessary "secure" construction and environment.

Each cell would require 18" minimum bench length for seating per each occupant (8 total per cell) plus toilet, lavatory, floor drain, 100% fresh-air supply and tamper-proof light fixtures. We would also recommend a privacy screen at each toilet due to multiple occupancy. Multiple occupancy also requires separate toilet and lavatory.

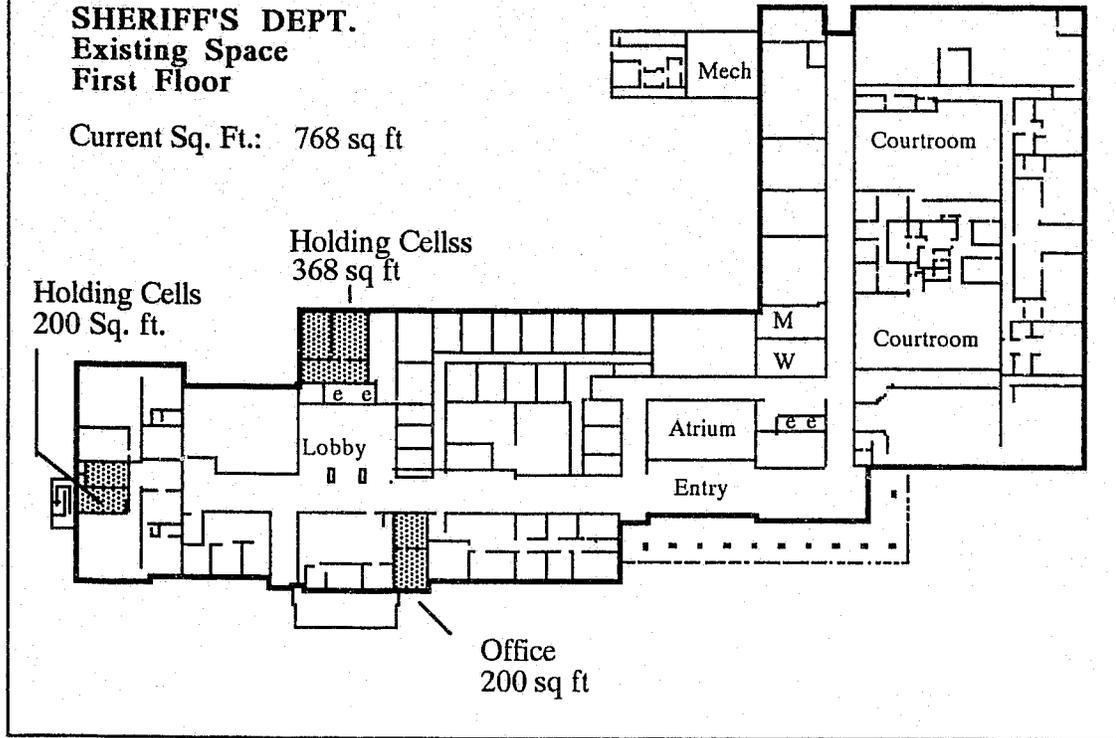
Cost of construction for this work would range between \$50 and \$75 per square foot. The maximum would be \$100 if there are extreme problems with drainage and mechanical but we do not foresee this to be so, due to close proximity to the existing toilet rooms.

Per the described program the holding cells and vestibule would require approximately 350 to 400 square feet. Assuming 400 sf then costs will range between \$20,000 and \$30,000 for this work.

As usual these costs are very preliminary and are offered for budgeting purposes only. More accurate cost estimates can be provided following confirmation of "as-built" conditions.

**SHERIFF'S DEPT.
Existing Space
First Floor**

Current Sq. Ft.: 768 sq ft



Superior Court

The Superior Court occupies the largest amount of space in the Hall of Justice. This includes courtrooms, administrative space, Grand Jury space, and support functions, such as witness rooms and interview rooms. Administrative and support space is currently crowded, more so because of the recent addition of two referees and new administrative personnel.

Currently, there are six judges (including one position that is now vacant) and two referees. Each of these judges or referees requires a court department, which generally consists of a courtroom, judges chambers, jury room, judicial secretary's office, holding cells. In addition, the Superior Court requests an additional hearing room for Juvenile Traffic Hearings, bringing the current need for courtrooms to nine.

The Superior Court is currently requesting an increase in the number of Superior Court Departments in Fairfield. If the request for five new judges is approved, the two referee positions would become permanent judicial appointments, and there would be a total of eleven judges and a need for eleven court depts.

Space Priorities include:

Courtroom clerks: Current space is badly laid out and does not function well.

North Wing, first floor hearing room: Needs new furnishings, carpets, wall panelling. This room experienced flooding several years ago, and though the reason for the flooding problem was repaired, the room was never re-occupied.

Investigator Room: Currently used by public for taping on VCR and typewriter--testimony, etc.

Court Reporters: Currently spread out--need quiet area to transcribe dictation. Need spaces adjacent to courtroom / judges assigned. Arguments both for centralizing and assigning to court dept.

Superior Court and Municipal Court judges have reached a tentative agreement on the allocation of courtrooms. In Sept., four muni judges move out--2 from Third floor, South Wing, 2 from Second floor South Wing. Traffic court vacates space and temporarily moves to Third floor courtrooms in North Wing, #301 and #302. (TEMPORARY means that when Superior Court needs courtrooms, Muni vacates them.)

Grand Jury

The Grand Jury is currently located on the second floor, North Wing, and is officially considered part of the Superior Court. The Grand Jury space could be reallocated--if adequate alternative space is provided. The Grand Jury needs access to Administration and District Attorney. They have a monthly meeting, and regular committee meetings. Moving the Grand Jury would have to be approved by Judges, Grand Jury (19 members), CEO, and Board of Supervisors. Space is also used for Juvenile Traffic hearings three times per week.

Alternative Scenarios:

- Scenario One:
- A Superior Court maintains two existing courtrooms on first floor, South Wing.
 - B Superior Court maintains existing Hearing room on first floor, North Wing.
 - C Superior Court maintains existing Superior Court Juvenile Referee courtroom on second floor, North Wing.
 - D Superior Court maintains existing courtroom on third floor, North Wing (currently adjacent to law library)
 - E Muni Court vacates four courtrooms on second and third floor, South Wing.
 - F Superior Court occupies four vacated courtrooms
 - G Muni Court vacates traffic court on third floor, South Wing, and moves to third floor, North Wing courtroom vacated by Superior Court.
 - H Traffic Referee occupies additional courtroom on third floor, North Wing courtroom vacated by Superior Court.
 - I Elections vacates space on first floor, South Wing
 - J Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections
 - K Municipal Court Civil and Criminal Administration vacate space and move to new offices in Justice Center
 - L Superior Court Administration moves to space vacated Municipal Court Civil Administration and part of space vacated by Municipal Court Criminal Administration
 - M Superior Court Jury Assembly maintains current space
 - N Superior Court - Grand Jury maintains current space
 - O Superior Court Calendar Department maintains current space
- Scenario Two:
- A Superior Court maintains two existing courtrooms on first floor, South Wing.
 - B Superior Court maintains existing Superior Court Juvenile Referee courtroom on second floor, North Wing.
 - C Superior Court maintains existing courtroom on third floor, North Wing (currently adjacent to law library)

- D Muni Court vacates four courtrooms on second and third floor, South Wing.
- E Superior Court occupies four vacated courtrooms
- F Muni Court vacates traffic court on third floor, South Wing, and moves to third floor, North Wing courtroom vacated by Superior Court.
- G Superior Court Dept. occupies courtroom vacated by Traffic Court
- H Traffic Referee occupies additional courtroom on third floor, North Wing courtroom vacated by Superior Court.
- I Elections vacates space on first floor, South Wing
- J Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections
- K Superior Court vacates Hearing Room on first floor, North Building.
- L Vacated hearing space and court reporter on first floor, North Wing, is converted to Law Library
- M Municipal Court Civil Administration vacates space and move to new offices in Justice Center
- N Superior Court Administration moves to space vacated by Municipal Court Civil Administration
- O Superior Court Jury Assembly maintains current space
- P Superior Court - Grand Jury maintains current space
- Q Superior Court Calendar Department maintains current space

Scenario Three

If Vallejo Public Defender vacates Hall of Justice, space currently occupied by Coroner's office would be available for Superior Court Investigators.

If Grand Jury vacated building, additional space would be available for another department.

Recommendations:

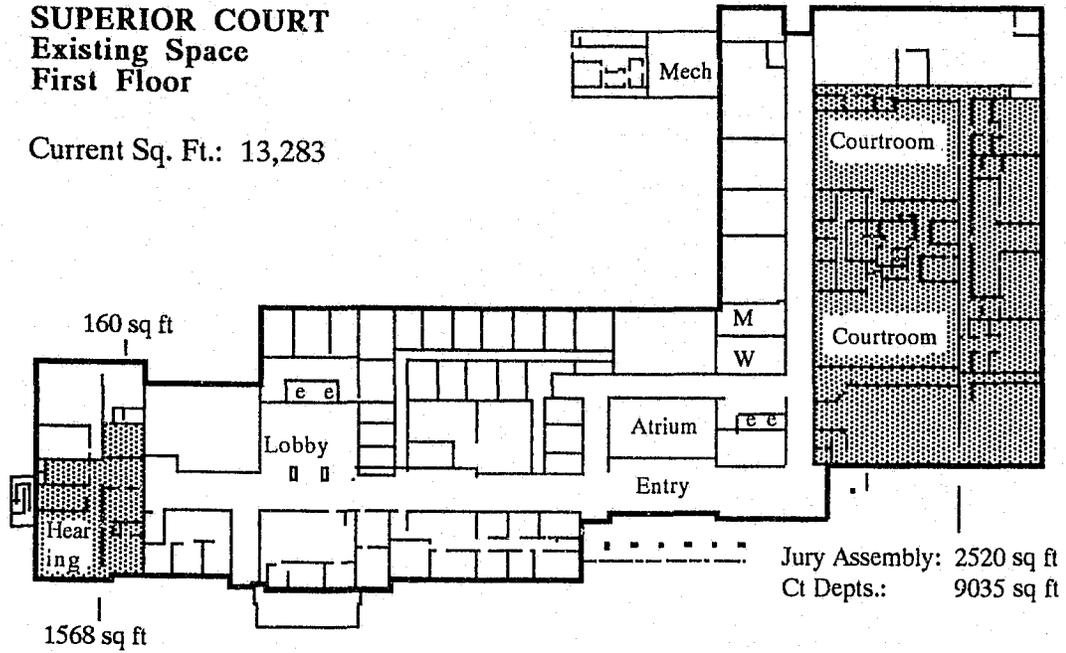
- A Superior Court maintains two existing courtrooms on first floor, South Wing.
- B Superior Court maintains existing Superior Court Juvenile Referee courtroom on second floor, North Wing.
- C Superior Court maintains existing courtroom on third floor, North Wing (currently adjacent to law library)
- D Muni Court vacates four courtrooms on second and third floor, South Wing.
- E Superior Court occupies four vacated courtrooms
- F Muni Court vacates traffic court on third floor, South Wing, and moves to third floor, North Wing courtroom vacated by Superior Court.

- G Superior Court Dept. occupies courtroom vacated by Traffic Court
- H Traffic Referee occupies additional courtroom on third floor, North Wing courtroom vacated by Superior Court.
- I Elections vacates space on first floor, South Wing
- J Coroner vacates office on second floor, North Wing
- K Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections and Coroner
- L Superior Court vacates Hearing Room on first floor, North Building.
- M Vacated hearing space and court reporter on first floor, North Wing, is converted to Law Library
- N Municipal Court Civil Administration vacates space and move to new offices in Justice Center
- O Superior Court Administration moves to space vacated by Municipal Court Civil Administration
- P Superior Court Jury Assembly maintains current space
- Q Superior Court - Grand Jury vacates existing space and moves to room on third floor, North Wing, vacated by Courtroom Clerks
- R Grand Jury space is occupied by County Clerk
- S Superior Court Calendar Department maintains current space

Superior court - current	space use /staffing				
	Judge/Ref.	Sec./Clerical	Ct.Repts.	Admin/Attys	Ctrm. Clks
1st fl / N wing 1 hearing room 2 intv. rooms 2 holding cells	1 Ref.	1 Jud. Sect.		1	
1 st F/S wing 1 jury assmb.		2 jury assmb			
2 courtrooms 3 intv. rooms 2 jury delib. 2 holding cells	2 judges	2 sect.	2 ct.repts.		2 ctrm clks
2nd fl/N wing 1 ctrm 1 jury 2 intv. rooms		1 judg	1 sect		
Exec. offices 1 waiting 2 storage.				1 exec.off. 1 exec.sect. 1 research atty. 2 investigators	
		1 Supt.Ct. Sec	2 cler./recpt. 1 ct.rept.		
2nd fl /N Grand Jury	1 Juv. Traffic Ref.				
3rd fl /N 1 courtroom 1 jury	1 judge	1 Jud. Sect.			
1 courtroom 1 jury	1 judge	1 Jud. Sect.			
			2 Ct. repts.		
		8 ct.rom clks. 1 supt. ct. sec.			
1 ctrm 1 jury room 1 holding cell 1 bailiff	1 judge	1 sect.			
		1 sect.	1 research atty.		

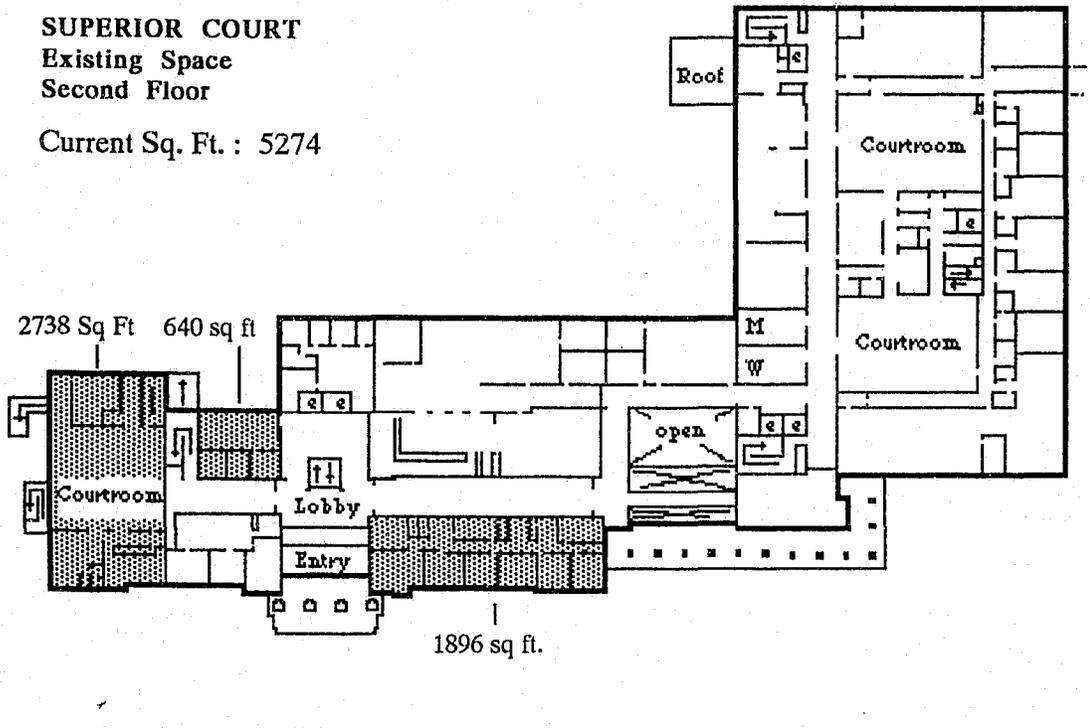
**SUPERIOR COURT
Existing Space
First Floor**

Current Sq. Ft.: 13,283



**SUPERIOR COURT
Existing Space
Second Floor**

Current Sq. Ft. : 5274



III. ALTERNATIVES

Because Municipal Courts (approx. 23,500 sq. ft.) and the Coroner's Office will be moving into the new Justice Center, a substantial amount of space is available for use by other building occupants. In addition, the planned relocation of the Elections Division makes an additional 2400 sq. ft. available.

This Chapter presents alternative scenarios for allocating space that will become available after the new Justice Center opens. This chapter presents the following information:

Space Being Vacated (presented in graphic format)

Alternative Scenarios for Current Use of Space

Scenario One assumes that the County does no major remodeling and that all functions (except Elections, Municipal Court Civil and Criminal Departments, and the Coroner) stay in the building.

Scenario Two assumes that all unused space in the building is converted through remodeling, and that all functions (except Elections, Municipal Court Civil and Criminal Departments, and the Coroner) stay in the building. Because of the opportunities presented in remodeling, Scenario Two relocates more departments internally than does Scenario One.

Scenario Three investigates which departments could be moved out of the building. (This scenario does not assume any remodeling of space, such as the atrium.)

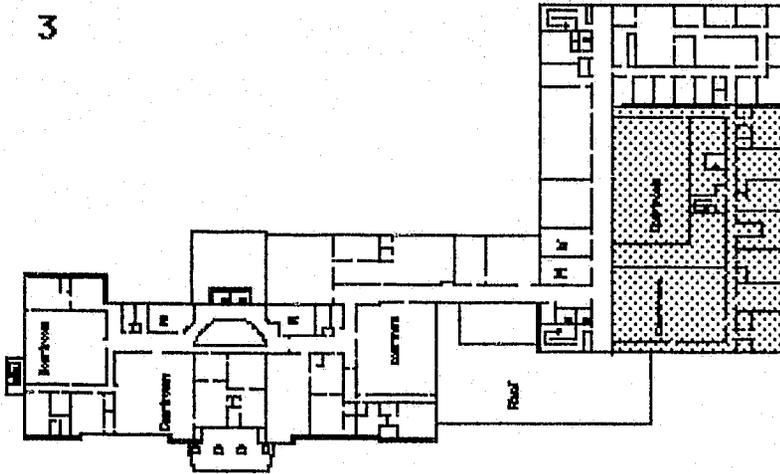
All three scenarios are presented with a short discussion, a summary of the moves required, and a graphic presentation of the composite plan.

Future Use of the Hall of Justice

In addition to these scenarios, this Chapter also presents a short discussion of the future space use of the Hall of Justice. Solano County requested that Consultants determine what the impact would be if the Superior Court added five new judges.

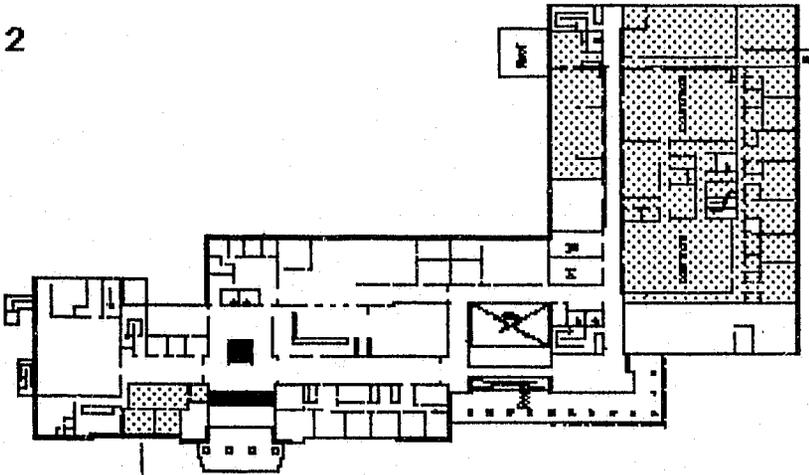
SPACE BEING VACATED

3



Muni Courts

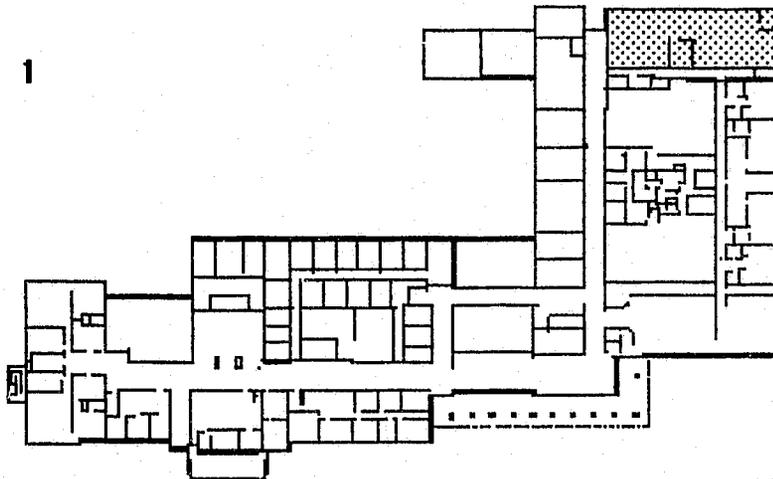
2



Muni Courts

Coroner

1



Elections

Scenario One: No major remodeling occurs

Phase 1. Occupy Justice Center and Maintain Current Offices

- Municipal Courts Civil and Criminal Court Departments and Administration vacate space and occupy new offices in the Justice Center
- The Coroner's Office vacates space and occupies new offices in the Justice Center
- Elections Department vacates space and occupies offices in the Reprographics Building.
- Superior Court maintains courtrooms on first floor, South Wing
- Superior Court maintains hearing room on first floor, North Wing.
- Superior Court maintains hearing room on second floor, North Wing.
- Superior Court maintains courtroom on third floor, North Wing (opposite current Law Library)
- Superior Court maintains current Jury Assembly Room in South Wing
- Superior Court maintains current Calendar Dept.
- District Attorney maintains main offices in North Wing
- County Clerk maintains current offices in North Wing
- Public Defender maintains current offices on third floor, South Wing
- Grand Jury maintains current offices on second floor, South Wing
- Muni Court Traffic Administration maintains current offices
- Sheriff maintains existing spaces
- Law Library maintains existing spaces.

Phase 2. Occupy Space Vacated by Municipal Court, Elections, and Coroner

- County Clerk Juvenile records and clerk vacate current offices and move to space currently occupied by Muni court Criminal Administration. Space currently occupied by Juvenile Records is assigned to other County Clerk functions. Older records stored in area adjacent to atrium are relocated to part of space now occupied by Muni Ct. Criminal Admin., and partially reduced through improved record management. Assign space vacated by records to other County Clerk functions.
- Vallejo Public Defender vacates current office and relocates to space vacated by Coroner.
- Superior Court Administration vacates current offices and relocates to space vacated by Muni Ct. Civil Administration, and part of space vacated by Muni Ct. Criminal Administration.
- Superior Court Departments occupy four courtrooms vacated by Municipal Court Civil and Criminal Departments.
- Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections

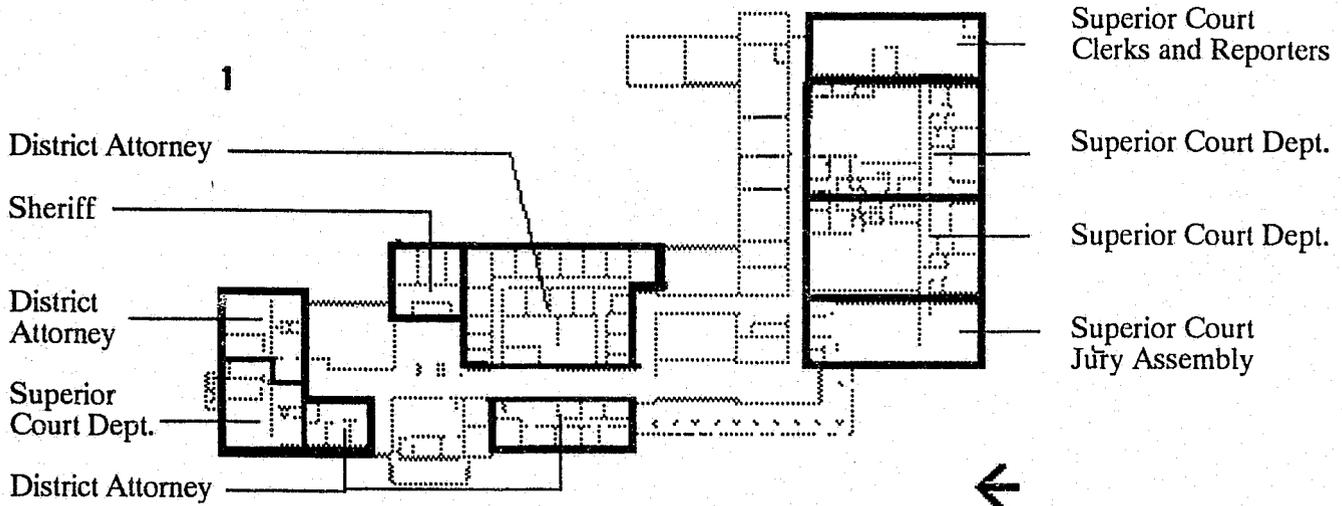
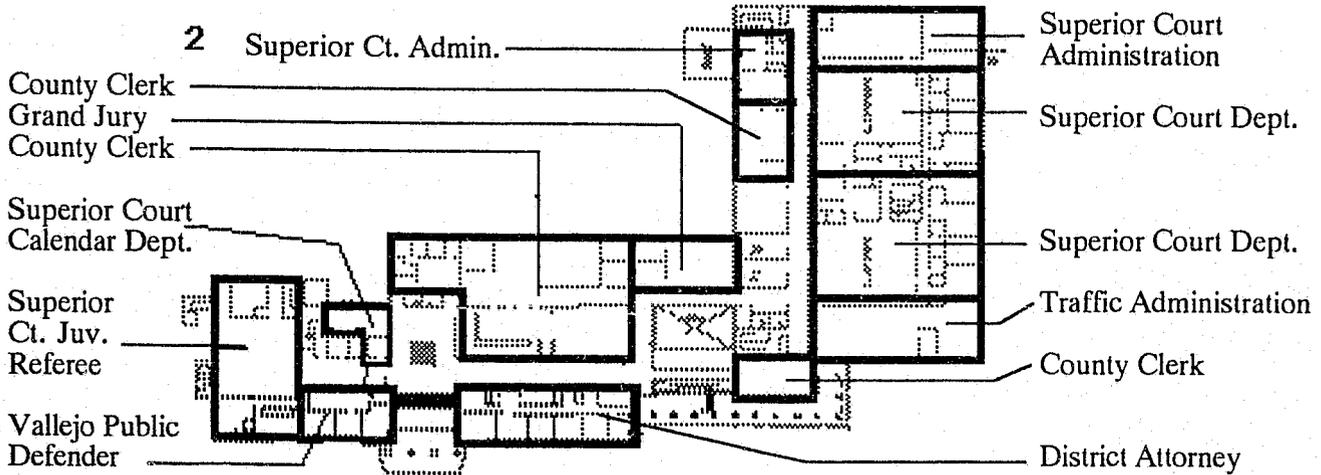
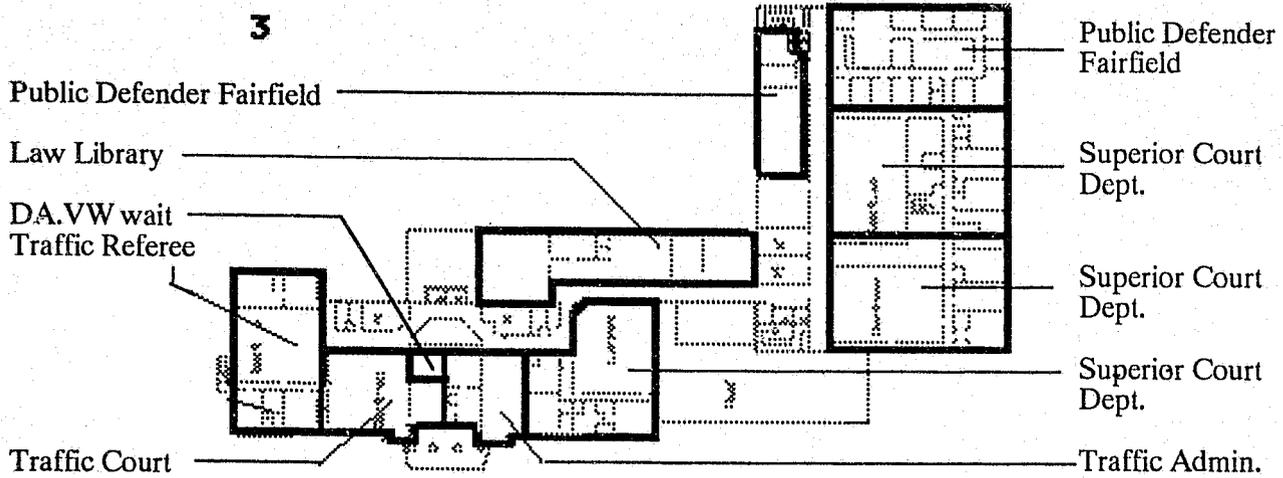
Phase 3. Occupy Spaces vacated by moves in Phase II

- Traffic Court vacates space current courtroom on third floor, South Wing and relocates to courtroom vacated by Superior Court on third floor, North Building.
- Traffic Referee occupies courtroom vacated by Superior Court on third floor, North Building.
- District Attorney relocates Victim Witness Waiting Room on third floor, South Wing to third floor, North Wing adjacent to stairway (vacated by Superior Courtroom Clerk)
- District Attorney occupies vacant hearing room on first floor, North Wing and adjacent rooms vacated by Vallejo Public Defender and Superior Court Reporter.
- District Attorney occupies rooms vacated by Superior Court Administration on second floor, North Wing.

Phase 4. Occupy Spaces vacated by moves in Phase III

- Fairfield Public Defender occupies space vacated by Traffic Court on third floor, South Wing.
- Law Library expands into adjacent space vacated by DA Victim Witness Waiting Room, Superior Court investigators, and Muni Court Interpreter (administration).
- Traffic Administration expands into space on third floor, South Wing vacated by Superior Courtroom Clerks and Reporters.

**SCENARIO ONE: NO MAJOR REMODELING
NO ADDITIONAL RELOCATION OF DEPTS.**



Department	Current Departmental Assignments			Current	Allocated to-	New	From	Gain
	Function	Building	Floor	Square Feet		Square Feet		
Coroner	All	North	Second	866	Pub Def Vjo	0		
	TOTAL			866		0		(866) -100%
County Clerk	Main	North	Second	4,440	Retained	4,440		
	Juvenile Records	North	Second	995	Retained	995		
	Storage	South	Second	764	Retained	764		
	New space	South	Second			664	Crim Admin (part)	
	TOTAL			6,199		6,863		664 11%
	Elections	South	First	2,415	SupCt Reps/C1ks	0		
	TOTAL			2,415		0		(2,415) -100%
District Attorney	Main	North	First	4,535	Retained	4,535		
	Bad checks/Victim	North	First	1,516	Retained	1,516		
	Victim	North	Third	296	Law Libr	0		
	Storage	North	First	260	Retained	260		
	New Victim	North	Third			288	SupCt Rep	
	New space	North	First			450	Unused	
	New space	North	First			280	Pub Def Vjo	
	New space	North	First			160	SupCt C1k	
	New space	North	First			662	Pub Def Vjo	
	New space	North	Second			1,896	SupCt Admin	
TOTAL			6,607		10,047		3,440 52%	
Grand Jury	All	South	Second	975	Retained	975		
	TOTAL			975		975		0 0%
Law Library	Stacks	South	Third	996	Retained	996		
	Office & stacks	South	Third	1,340	Retained	1,340		
	New space	South	Third			296	DA Victim	
	New space	South	Third			134	Muni Interpr	
	New space	South	Third			402	SupCt Investig	
TOTAL			2,336		3,168		832 36%	
Northern Muni Court	Criminal Administration	South	Second	1,328	CtyCk/SupCt Adm	0		
	Civil Administration	South	Second	1,638	SupCt Admin	0		
	Courts	South	Third	10,044	Sup Ct	0		
	Courts	South	Second	10,351	Sup Ct	0		
	Interpreter	North	Third	134	Law Libr	0		
	SUBTOTAL courts/admin			23,495		0		
	Traffic Administration	South	Second	1,995	Retained	1,995		
	Traffic Court	South	Third	1,602	Pub Def No	0		
	New Traffic Admin	North	Third			964	SupCt C1ks	
	New Traffic Courts	North	Third			4,890	SupCt (301-302)	
	SUBTOTAL traffic			3,597		7,849		4,252 118%
	TOTAL Muni courts			27,092		7,849		(19,243) -71%

Department	Function	Building	Floor	Current Square Feet	Allocated to-	New Square Feet	From	Gain
Public Defender	All current	South	Third	4,165	Retained	4,165		
	New space	South	Third			1,602	Traffic Court	
	TOTAL			4,165		5,767		1,602 38%
Public Defender (Vallejo)	Main Unoccupied	North	First	662	DA	0		
	New space	North	Second	280	DA	0		
	TOTAL			942		866	Coroner	(76) -8%
Sheriff	Sally Port	North	First	368	Retained	368		
	Bailiff	North	First	245	Retained	245		
	TOTAL			613		613		0 0%
Superior Court	Courts (301, 302)	North	Third	4,890	Traffic Court	0		
	Court (303)	North	Third	3,070	Retained	3,070		
	Court	North	Second	2,738	Retained	2,738		
	Courts	South	First	9,035	Retained	9,035		
	Jury Assembly	South	First	2,520	Retained	2,520		
	Juvenile/holding cells	North	First	1,619	Retained	1,619		
	New Courts	South	Third			10,644	Muni Cts	
	New Courts	South	Second			10,351	Muni Cts	
	SUBTOTAL Courts/jury			23,872		39,377		15,505 65%
	Reporters	North	Third	288	DA Victim	0		
	Clerks	North	Third	964	Traffic Admin	0		
	Investigators	South	Third	402	Law Libr	0		
	Calendar/witness	North	Second	640	Retained	640		
	Administration	North	Second	1,896	DA	0		
	Clerk	North	First	160	DA	0		
New Admin	South	Second			1,638	Civil Admin		
New Admin	South	Second			664	Crim Admin (part)		
New Reporters/Clks	South	First			2,415	Elections		
SUBTOTAL admin/clerks			4,350		5,357		1,007 23%	
TOTAL Superior Court			28,222		44,734		16,512 59%	
Unoccupied/storage		North	First	450	DA	0		
TOTAL BUILDING				80,882		80,882		

Scenario Two: All Unused Space in Building is Remodeled No Additional Departments are Relocated

This scenario assumes that all potential space in the building is remodeled. Although Consultants feel that most of these options are not economically feasible, they are presented. This scenario starts with a synopsis of the moves, then presents a graphic presentation of areas that could be remodeled or are currently underutilized, and finally presents a graphic presentation of the composite plan.

Phase 1. Occupy Justice Center and Maintain Current Offices

- Municipal Courts Civil and Criminal Court Departments and Administration vacate space and occupy new offices in the Justice Center
- The Coroner's Office vacates space and occupies new offices in the Justice Center
- Elections Department vacates space and occupies offices in the Reprographics Building.
- Superior Court maintains courtrooms on first floor, South Wing
- Superior Court maintains courtroom on third floor, North Wing (opposite current Law Library)
- Superior Court maintains hearing room on second floor, North Wing.
- Superior Court maintains current Jury Assembly Room in South Wing
- Superior Court maintains current Calendar Dept.
- District Attorney maintains main offices in North Wing
- County Clerk maintains main offices in North Wing
- Fairfield PD maintains current offices on third floor, South Wing
- Sheriff maintains existing offices

Phase 2. Occupy Space Vacated by Municipal Court, Elections, and Coroner

- Vallejo Public Defender vacates current office and relocates to space vacated by Coroner.
- Superior Court Administration vacates current offices and relocates to space vacated by Muni Ct. Civil Administration. Crowding in administrative offices will be alleviated. Partitioned walls or office dividers may be required for some functions, but this report does not identify specific areas or provide cost estimates for these.
- Superior Court Departments occupy four courtrooms vacated by Municipal Court Civil and Criminal Departments. This gives the Superior Courts access to secure hallway and elevator to new Justice Center; Courts and administration are primarily consolidated in South Wing.
- Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections
- Fairfield Public Defender occupies space vacated by Municipal Court Criminal Administration.

Phase 3. Occupy Spaces vacated by moves in Phase II

- Traffic Court vacates space current courtroom on third floor, South Wing and relocates to courtroom vacated by Superior Court on third floor, North Building.
- Traffic Referee occupies courtroom vacated by Superior Court on third floor, North Building.
- District Attorney relocates Victim Witness Waiting Room on third floor, South Wing to part of space vacated by Superior Court Administration
- District Attorney occupies rooms vacated by Superior Court Administration on second floor, North Wing.
- On first floor, North Wing, the vacant hearing room, and the spaces vacated by Superior Court hearing room, Superior Court reporter, Vallejo Public Defender, and holding cells are remodeled into new Law Library.
- Law Library vacates existing space and moves into new quarters.

- Grand Jury vacates space on second floor, North Wing and moves to space on third floor, North Wing vacated by Superior Courtroom Clerks.

Phase 4. Occupy Spaces vacated by moves in Phase 3

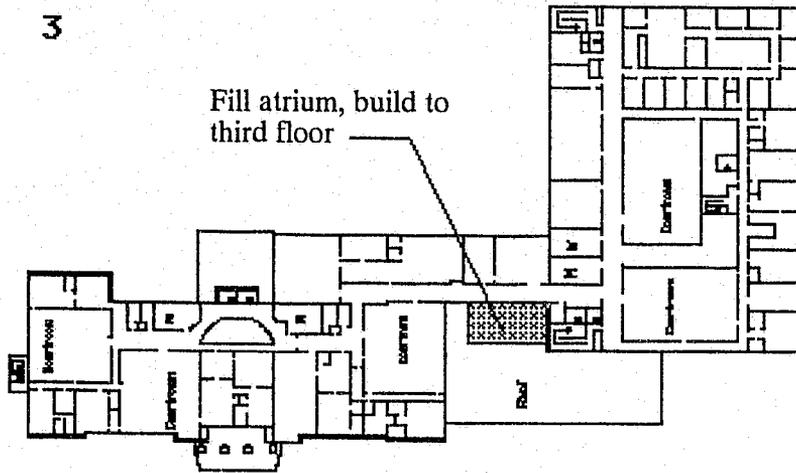
- Superior Court Dept. occupies space vacated by Traffic Court.
- Traffic Administration vacates existing space and moves into space on third floor, South Wing, vacated by Law Library, Muni Court Interpreter, and Superior Court Investigators. Traffic administration is adjacent to courts, and additional space will alleviate crowding.
- County Clerk Juvenile records vacate current offices and move to space currently occupied by Grand Jury. Older records stored in area adjacent to atrium are relocated to part of space now occupied by Muni Ct. Criminal Admin., and partially reduced through improved record management. Assign space vacated by records to other County Clerk functions.

Phase 5. Occupy Spaces vacated by Phase 4 moves, and remodel unused space

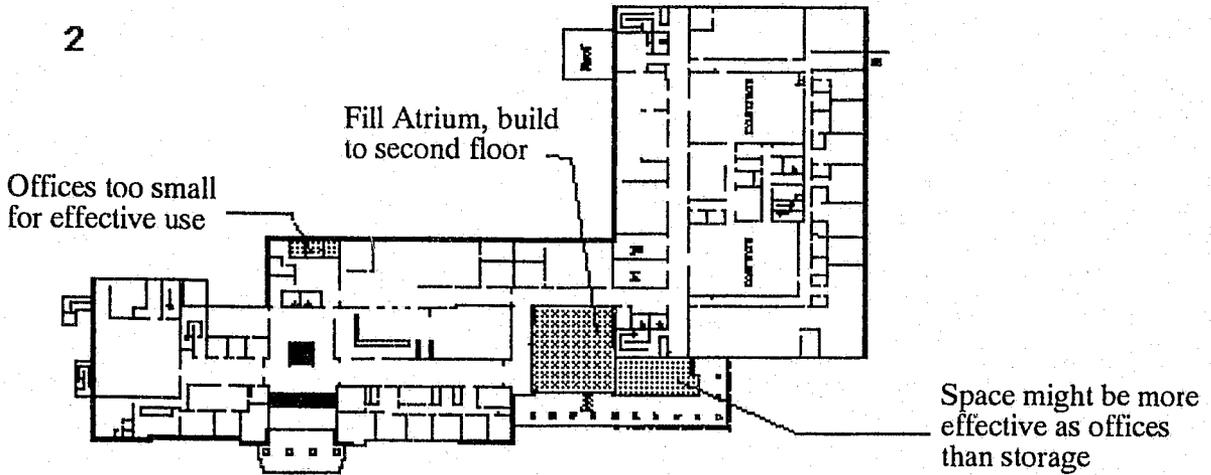
- District Attorney occupies space vacated by Traffic Administration.
- Vallejo PD occupies space vacated by County Clerk, Juvenile Records
- Cafeteria and atrium are remodeled to provide new cafeteria space on the first floor, and office space on the second and third floor.
- District Attorney gains space vacated by Cafeteria
- First floor atrium is assigned for Cafeteria seating
- Second floor atrium is assigned to County Clerk for office space
- Third floor atrium space is assigned to Traffic Administration
- New holding cells for Sheriff's Dept. are constructed on third floor and on first floor, in area currently used as elevator lobby.

Unused / Underutilized Space and Potential Remodeling Projects

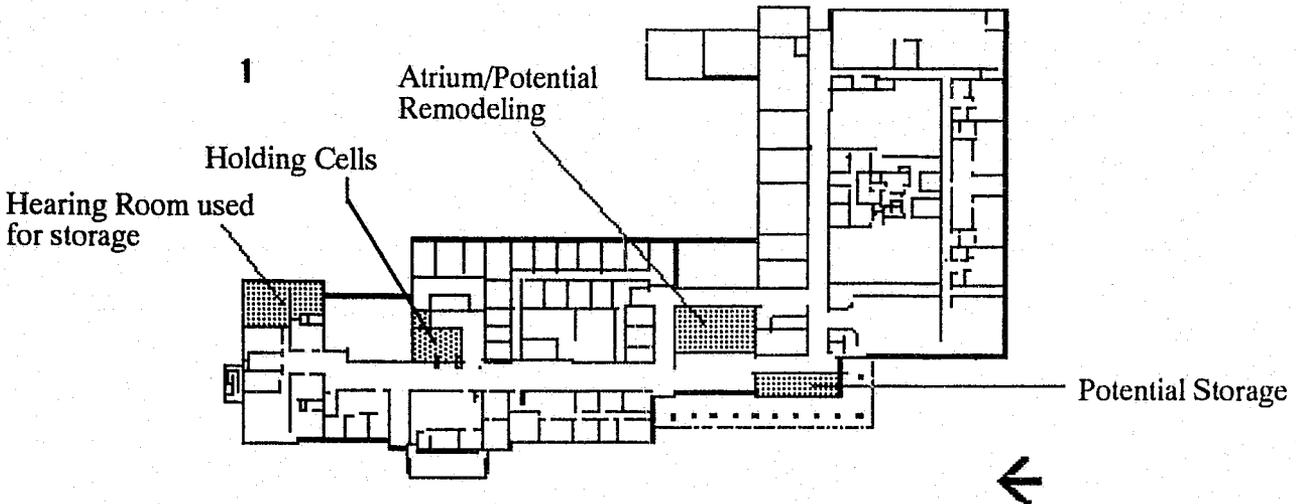
3



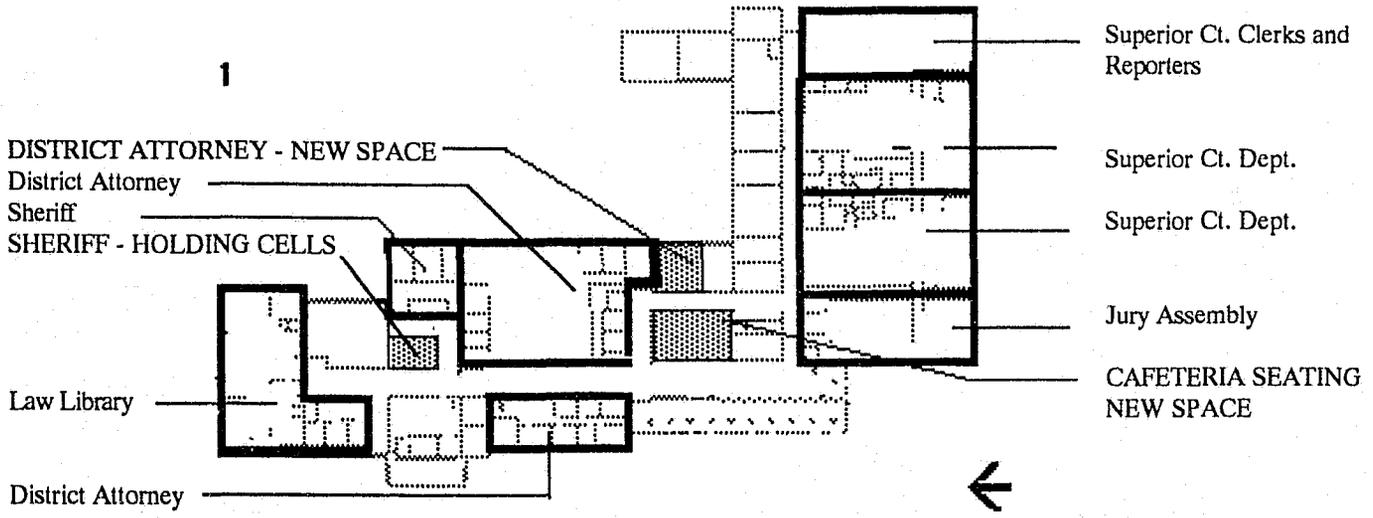
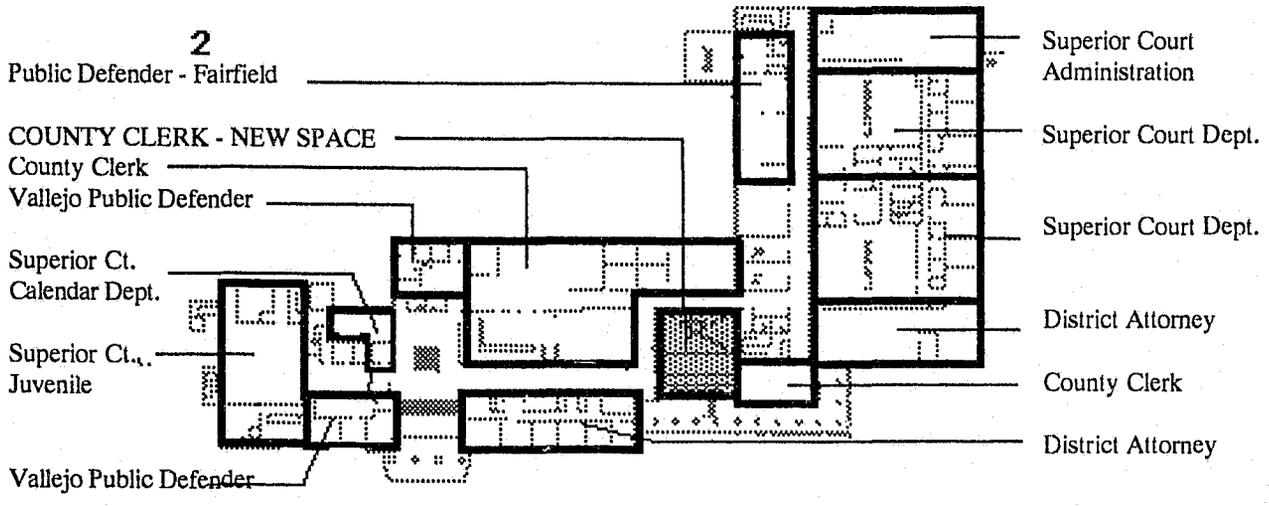
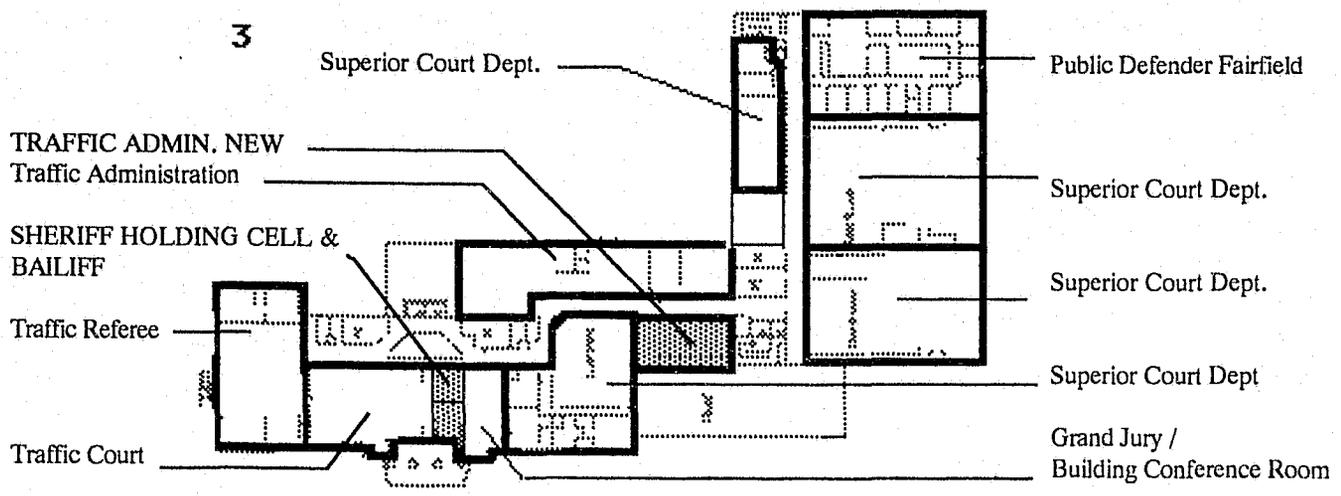
2



1



SCENARIO TWO: CONVERT ALL UNUSED SPACE IN BUILDING
 No additional relocation of departments



Current Departmental Assignments				Current		New		
Department	Function	Building	Floor	Square	Allocated to-	Square	From	Gain
Coroner	All	North	Second	866	Pub Def Vjo	0		
	TOTAL			866		0		(866) -100%
County Clerk	Main	North	Second	4,440	Retained	4,440		
	Juvenile Records	North	Second	995	Pub Def Vjo	0		
	Storage	South	Second	764	Retained	764		
	New space	South	Second			975	Grand Jury	
	New space	South	Second			1,100	New Construction	
	TOTAL			5,199		7,279		1,080 17%
	Elections	South	First	2,415	SupCt Rep/C1k	0		
TOTAL			2,415		0		(2,415) -100%	
District Attorney	Main	North	First	4,535	Retained	4,535		
	Bad checks/Victim	North	First	1,516	Retained	1,516		
	Victim	North	Third	296	Traffic Admin	0		
	Storage	North	First	260	Law Libr	0		
	New space	South	First			280	Lunchroom	
	New space	North	Second			1,896	SupCt Admin	
	New space	South	Second			1,995	Traffic Admin	
TOTAL			6,607		10,222		3,615 55%	
Grand Jury	All	South	Second	975	County Clk	0		
	New space	North	Third			964	SupCt Clks	
	TOTAL			975		964		(11) -1%
Law Library	Stacks	South	Third	996	Traffic Admin	0		
	Office & stacks	South	Third	1,340	Traffic Admin	0		
	New space	North	First			662	PubDef Vjo	
	New space	North	First			1,619	Juv Court	
	New space	North	First			260	DA storage	
	New space	North	First			160	SupCt Clk	
	New space	North	First			280	PubDef Vjo	
	New space	North	First			450	Unused	
TOTAL			2,336		3,431		1,095 47%	
Northern Muni Court	Criminal Administration	South	Second	1,328	Pub Def Ho	0		
	Civil Administration	South	Second	1,638	SupCt Admin	0		
	Courts	South	Third	10,044	Sup Court	0		
	Courts	South	Second	10,351	Sup Court	0		
	Interpreter	North	Third	134	Traffic Admin	0		
	SUBTOTAL courts/admin			23,495				
	Traffic Administration	South	Second	1,995	DA	0		
	Traffic Court	South	Third	1,602	Sup Court	0		
	New Traf Admin	North	Third			996	Law Libr	
	New Traf Admin	North	Third			1,340	Law Libr	
	New Traf Admin	South	Third			295	DA Victim	
	New Traf Admin	South	Third			134	Muni Interp	
	New Traf Admin	South	Third			402	SupCt Investig	
	New Traf Admin	South	Third			740	New Construction	
	New Traf Court	South	Third			4,890	SupCt (301/302)	
SUBTOTAL traffic			3,597		8,798		5,201 145%	

Department	Current Departmental Assignments		Current		Allocated to-	New		Gain
	Function	Building Floor	Feet	Square Feet		From	Feet	
	TOTAL Muni courts		27,092			8,798		(18,294) -68%
Public Defender	All current	South Third	4,165	Retained		4,165		
	New space	South Second				1,328	Crim Admin	
	TOTAL		4,165			5,493		1,328 32%
Public Defender (Vallejo)	Main	North First	662	Law Libr		0		
	Unoccupied	North First	280	Law Libr		0		
	New space	North Second				866	Coroner	
	New space	North Second				995	Cty Clk Juv Rec	
	TOTAL		942			1,861		919 98%
Sheriff	Sally Port	North First	368	Retained		368		
	Bailiff	North First	245	Retained		245		
	New Holding Cells	North First				350	New Construction	
	New Holding Cell	North Third				268	SupCt Reporters	
	TOTAL		613			1,251		638 104%
Superior Court	Courts (301, 302)	North Third	4,890	Traffic Court		0		
	Court (303)	North Third	3,070	Retained		3,070		
	Court	North Second	2,738	Retained		2,738		
	Courts	South First	9,035	Retained		9,035		
	Jury Assembly	South First	2,520	Retained		2,520		
	Juvenile/holding cells	North First	1,619	Law Libr		0		
	New courts	South Third				10,044	Muni Court	
	New court	South Third				1,602	Traffic Court	
	New courts	South Second				10,351	Muni Court	
	SUBTOTAL Courts/Jury		23,872			39,360		15,428 65%
	Reporters	North Third	288	Sheriff		0		
	Clerks	North Third	964	Grand Jury		0		
	Investigators	South Third	402	Traffic Admin		0		
	Calendar/witness	North Second	640	Retained		640		
	Administration	North Second	1,896	DA		0		
	Clerk	North First	160	Law Libr		0		
	New Admin	South Second				1,638	Civil Admin	
	New Reporters/Clks	South First				2,415	Elections	
	SUBTOTAL Admin/Clerks		4,350			4,693		343 8%
	TOTAL Superior Court		28,222			44,053		15,831 56%
Unoccupied/storage		North First	450	Law Libr		0		
TOTAL BUILDING OFFICE SPACE			80,882			83,352		

Department	Current Departmental Assignments		Current Square Feet		Allocated to-	New Square Feet		Gain
	Function	Building Floor	Feet	Feet		From		
New Construction: (office)	Atrium	South	Second	1,100	County Clk Traffic Admin			
	Atrium	South	Third	740				
Reclaimed:	1st floor lobby	North	First	350	Sheriff DA			
	Cafeteria	South	First	280				
Total New Office Space				2,470				
Checktotal				83,352				
New Construction: Atrium		South	First	740	Cafeteria			
Total Atrium Construction				2,580				
Total reclaimed				630				

Scenario Three

Scenario Three explores which departments could move out of the Hall of Justice. Theoretically, any of the departments (with perhaps the exception of the Sheriff's department) could be moved out if acceptable quarters were available. All of the departments (except Elections) currently located in the Hall of Justice require close adjacency to the courts and new jail. Relocating any of these departments in facilities that require driving will hamper departmental efficiencies and make day-to-day functions much more difficult.

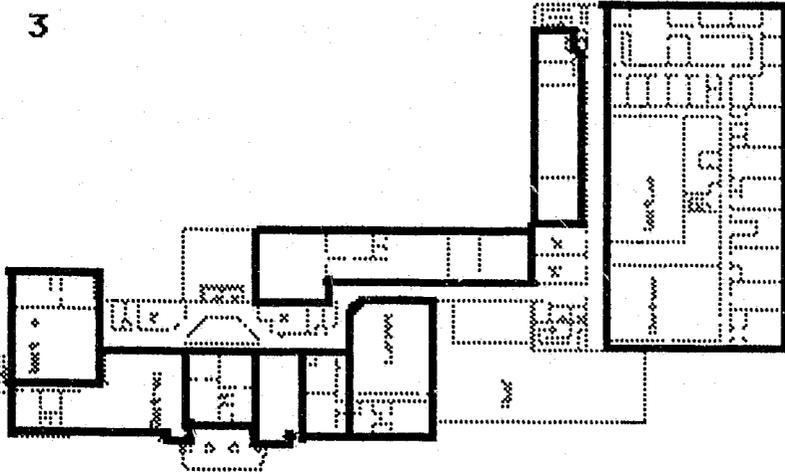
If the County could build an office building or a courthouse in the near future in land across the street or otherwise adjacent to the building, current occupancy of the Hall of Justice could change dramatically. However, Consultants have assumed that the only facilities immediately available are:

- Delaware St. offices currently occupied by the District Attorney. This building is included in our plans.
- Office building across the street from the Hall of Justice that is currently occupied by Solano County Mental Health program. If this program was relocated, the building could be used by the Grand Jury (some remodeling might be required).
- Office building currently occupied by Transition Team. This building is not wheelchair accessible, and therefore has not been considered in this study.

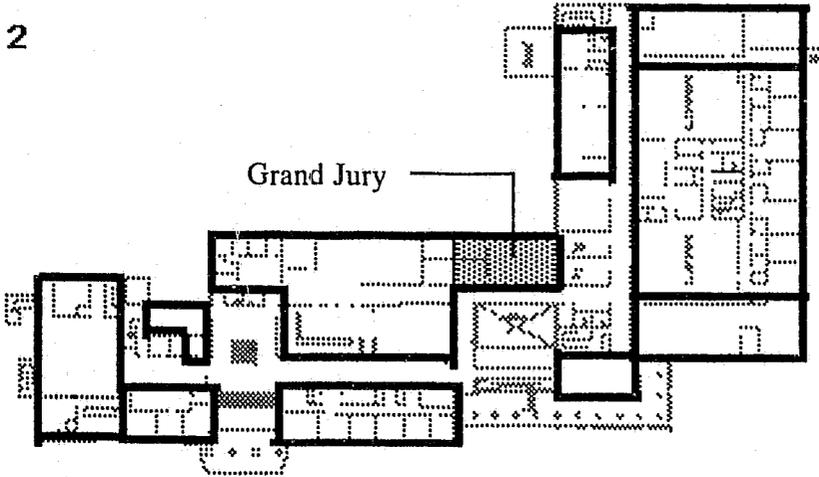
Given this existing situation for relocating departments, Consultants believe that the only departments that could successfully relocate are the Elections Division (which is already assumed to be relocating), the Grand Jury, and the Vallejo Public Defender.

SCENARIO THREE: IDENTIFY ALL DEPTS. THAT
COULD MOVE OUT OF BUILDING

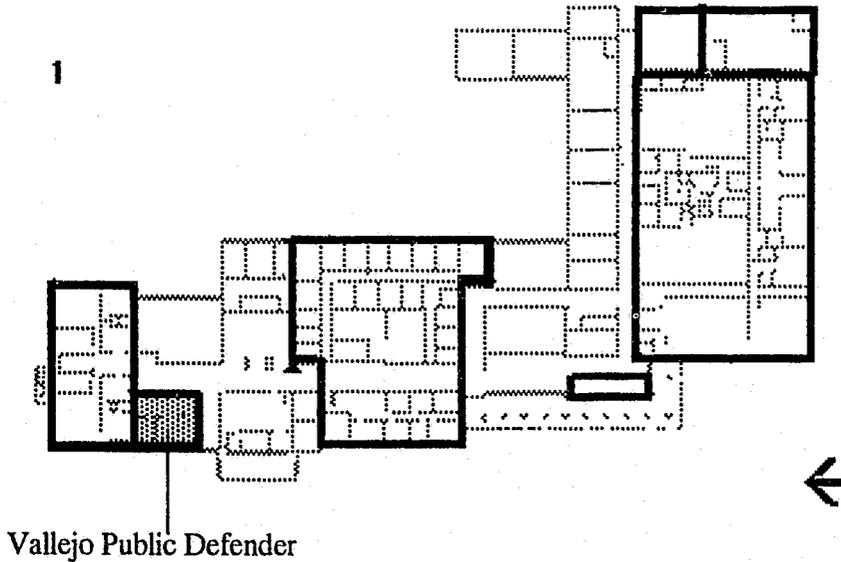
3



2



1



Planning for the Future

Solano County also asked Consultants to determine what would happen if five new Superior Court judges are added.

This variable will obviously have a large impact on space use. There are currently 6 Superior Court departments in Fairfield (and one in Vallejo - not included as part of this study), and two referees. Superior Court is requesting that five additional judges be added in Fairfield (two referees become appointed judges and three additional judges be appointed), for a total of 11 Superior Court judges. Growth in the number of court departments increases needed staffing levels for all other occupants of the Hall of Justice.

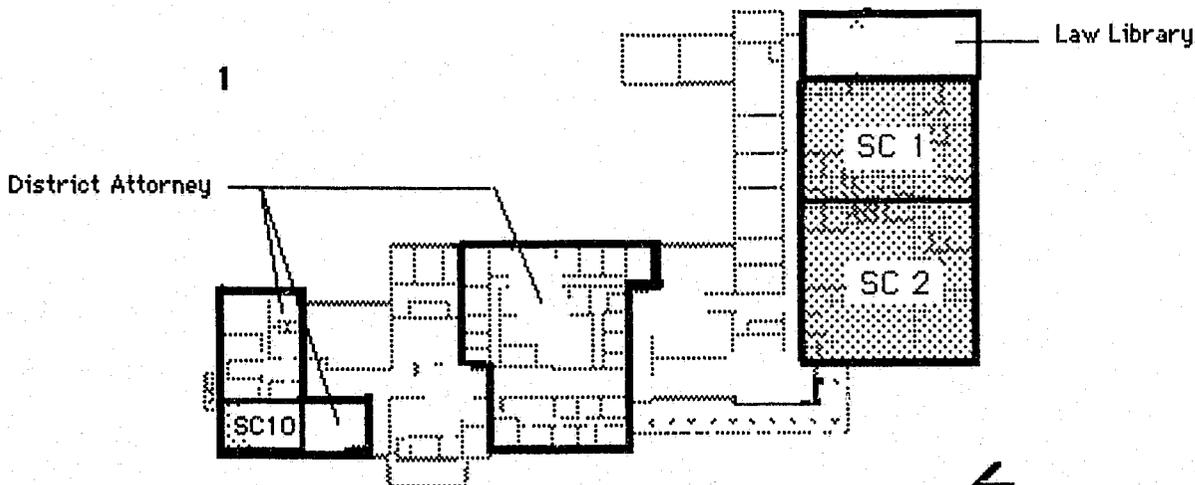
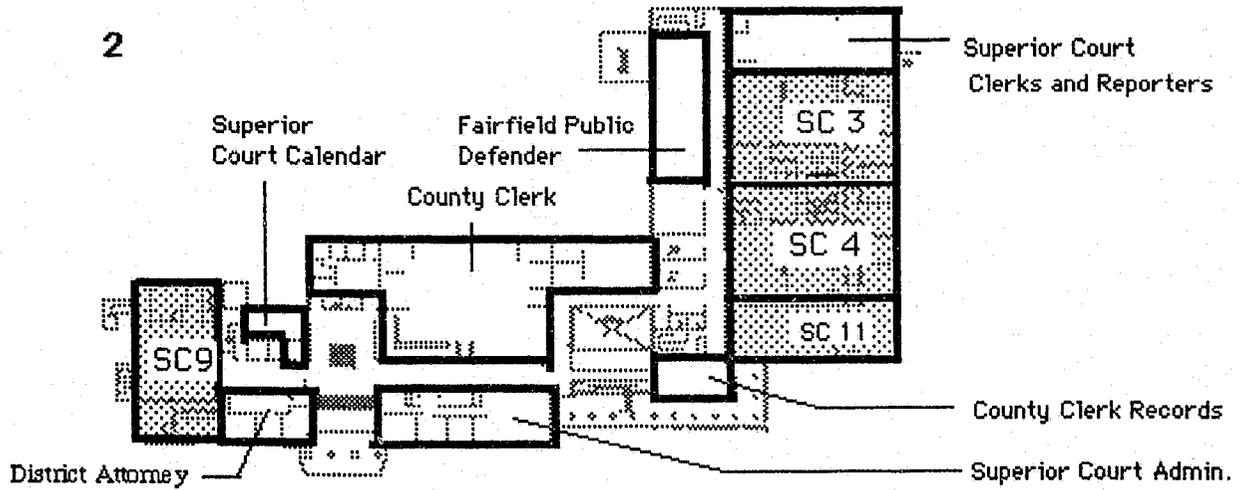
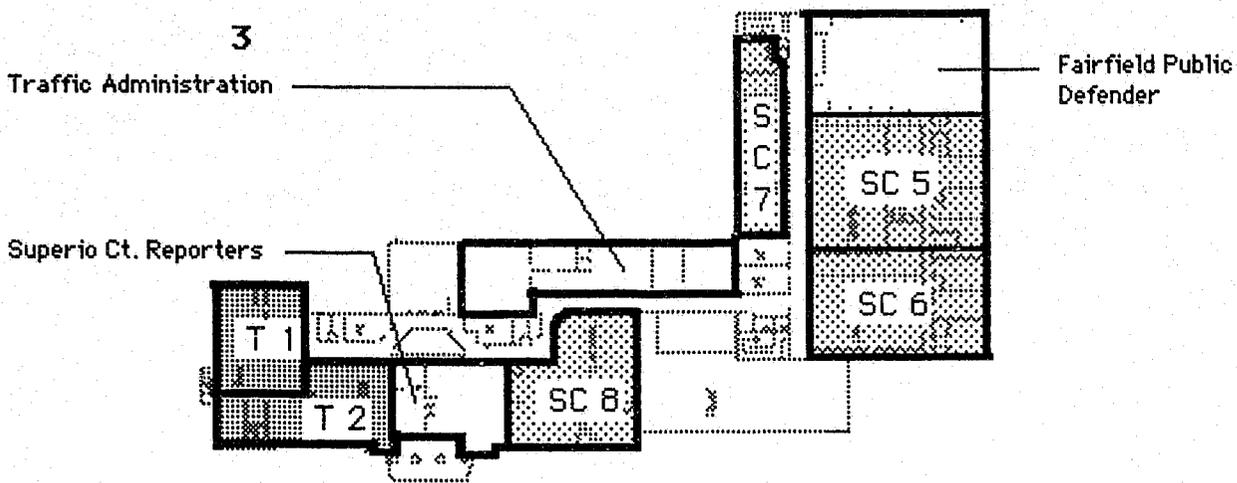
While the plan shown accounts for eleven Superior Courtrooms, two Municipal Traffic Courts, and all other departments currently in the building, Consultants must point out that current crowding in all departments is in no way alleviated.

There are alternatives to this plan, but the major variable will be the space available for departments to move into. For example, construction of modular courtrooms could alleviate crowding if Traffic Court and Traffic Administration moved out of the Hall of Justice. A different alternative would be for a small office building to be constructed close by, and occupied by the District Attorney or the Fairfield Public Defender. A third way to approach the issue would be to construct Courtroom facilities and office space for all functions related to Juvenile matters. This would relieve crowding by eliminating the need for one courtroom (and perhaps one hearing room), as well as removing records and staff from the County Clerk, the District Attorney, and the Public Defender's offices.

Before any of these plans can be developed in more detail, the County needs to make a long term commitment as to the future use of the Hall of Justice, and explore other funding and available real estate options for construction of facilities near the Hall of Justice.

The plan presented on the following page assumes that two court rooms would still be required for Municipal Traffic Court. When this occurs, space for other occupants will be limited. The Public Defender and District Attorney will probably need to maintain staff at other locations (i.e., Courage Dr., Delaware St.). The Law Library would be located in current Elections Dept., and patrons would not have access to Public Restrooms "after hours." Superior Court Administration would continue to have some crowding problems.

SCENARIO FOUR: IF FIVE NEW SUPERIOR COURT JUDGES
 (Total: 11 Superior Court judges / 2 Muni/Traffic)
 MOVE OUT ALL DEPTS. THAT COULD BE RELOCATED



IV. RECOMMENDATION

Although Solano County requested that the three scenarios presented in Chapter III be discussed, Consultants find that none of the scenarios represent the best solution for the County as a piece. Therefore, this chapter presents a recommendation that selects pieces from each scenario, and takes into account future planning for the Hall of Justice. Information in this chapter follows a similar format, presenting first a scenario for the moves required, then a graphic presentation of the composite plan.

Phase 1. Occupy Justice Center and Maintain Current Offices

- Municipal Courts Civil and Criminal Court Departments and Admin. vacate space and occupy new offices in the Justice Center
- The Coroner's Office vacates space and occupies new offices in the Justice Center
- Elections Department vacates space and occupies offices in the Reprographics Building.
- Superior Court maintains courtroom on third floor, North Wing (opposite current Law Library)
- Superior Court maintains courtrooms on first floor, South Wing
- Superior Court maintains hearing room on second floor, North Wing.
- Superior Court maintains current Jury Assembly Room in South Wing
- Superior Court maintains current Calendar Dept.
- District Attorney maintains main offices in North Wing
- County Clerk maintains main offices in North Wing
- Fairfield Public Defender maintains current offices on third floor, South Wing
- Sheriff maintains existing offices adjacent to sally port and mechanical space

Phase 2. Occupy Space Vacated by Municipal Court, Elections, and Coroner

- Superior Court Administration vacates current offices and relocates to space vacated by Muni Ct. Civil Administration.
- Superior Court Departments occupy four courtrooms vacated by Municipal Court Civil and Criminal Departments. This gives the Superior Courts access to secure hallway and elevator to new Justice Center; Courts and administration are primarily consolidated.
- Superior Court Clerks, Investigators, and Reporters vacate space on first floor, North Wing (adjacent to vacant hearing room), third floor, North Wing (adjacent to main stairway), and third floor, South Wing adjacent to Law Library. They occupy space vacated by Elections and Coroner's Office.
- Fairfield Public Defender occupies space vacated by Municipal Court Criminal Administration.

Phase 3. Occupy Spaces vacated by moves in Phase II

- Traffic Court vacates space current courtroom on third floor, South Wing and relocates to courtroom vacated by Superior Court on third floor, North Building.
- Traffic Referee occupies courtroom vacated by Superior Court on third floor, North Building.
- District Attorney vacates Delaware St. offices and occupies rooms vacated by Superior Court Administration on second floor, North Wing.
- Vallejo Public Defender vacates current offices and moves to Delaware St. offices previously occupied by District Attorney.
- On first floor, North Wing, the vacant hearing room, and the spaces vacated by Superior Court hearing room, Superior Court reporter, Vallejo PD, and holding cells are remodeled into new Law Library.
- Law Library vacates existing space and moves into new quarters.
- Grand Jury vacates space on second floor, North Wing and moves to space on third floor, North Wing vacated by Superior Courtroom Clerks.

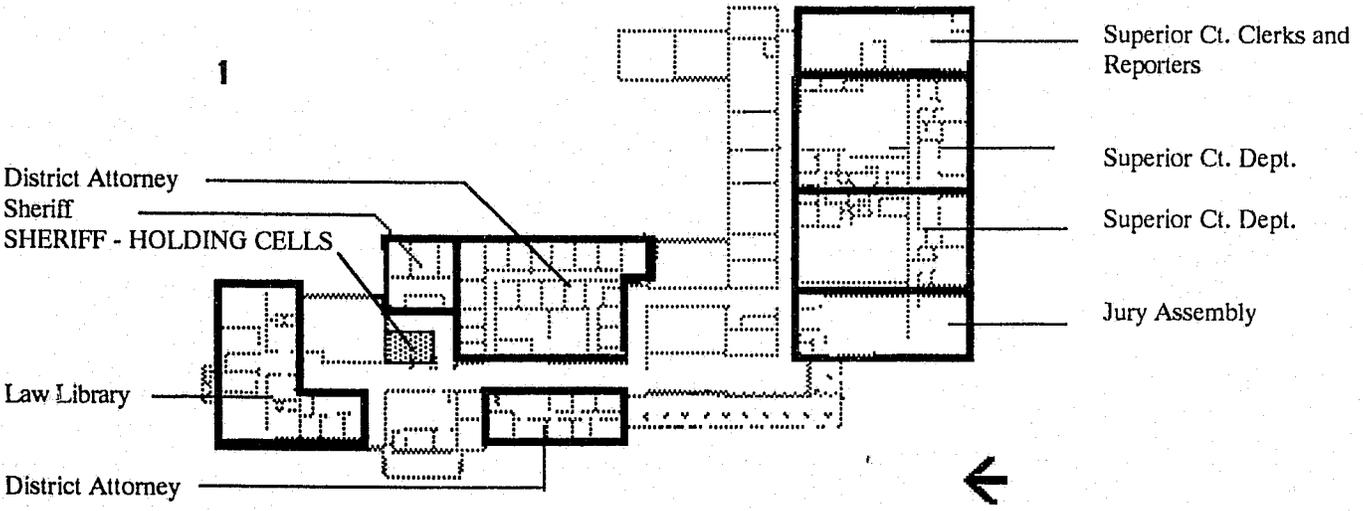
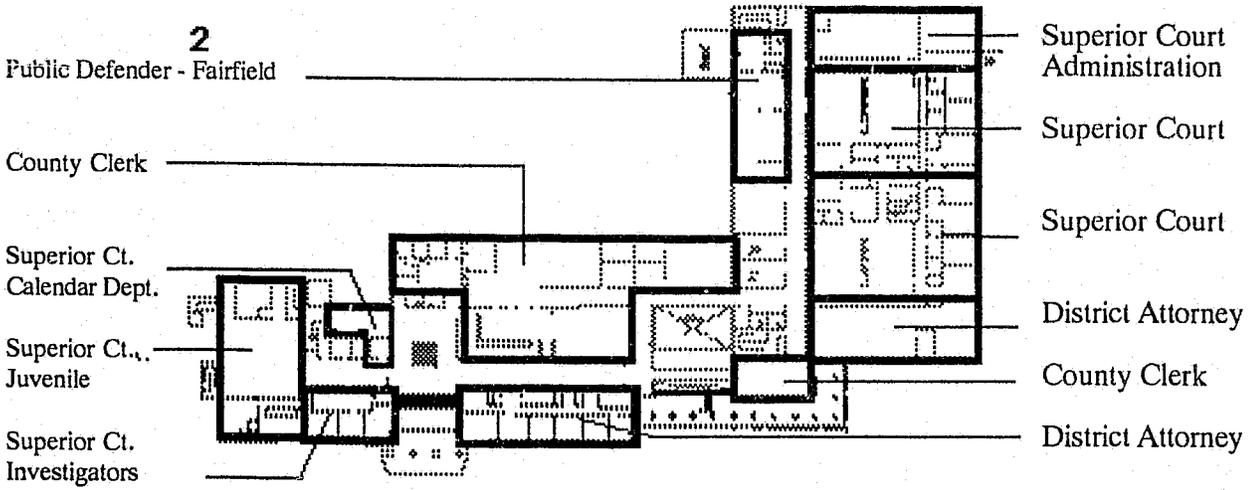
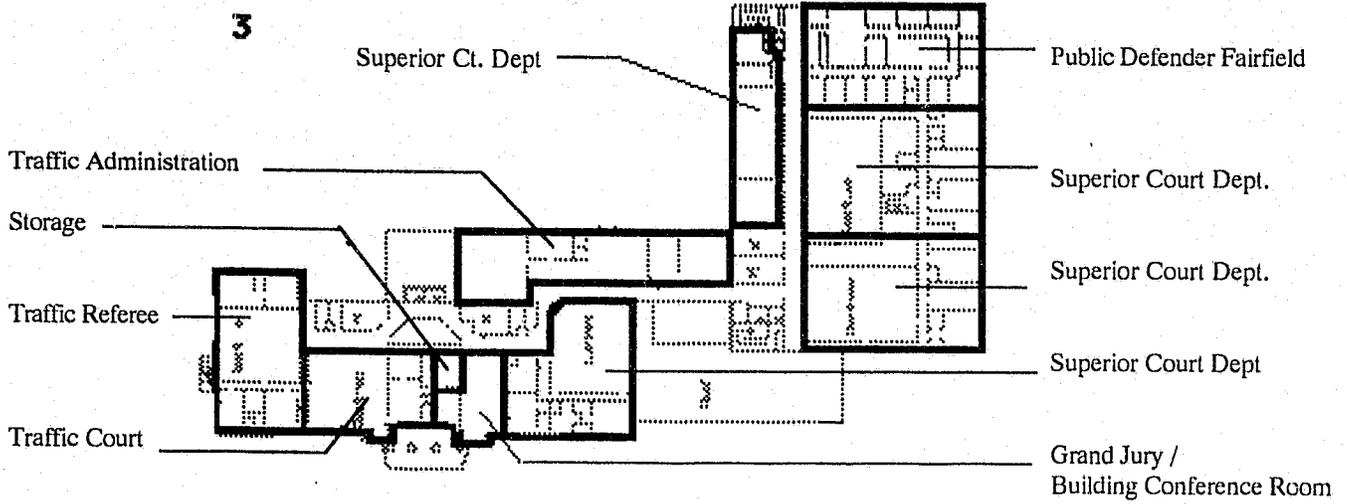
Phase 4. Occupy Spaces vacated by moves in Phase 3

- Superior Court Dept. occupies space vacated by Traffic Court on third floor, South Wing.
- Traffic Administration vacates existing space and moves into space on third floor, South Wing, vacated by Law Library, Muni Court Interpreter, and Superior Court Investigators. Traffic administration is adjacent to courts, and additional space will alleviate crowding.
- County Clerk Juvenile records and clerk vacate current offices and move to space currently occupied by Grand Jury. Older records stored in area adjacent to atrium are relocated to part of space now occupied by Muni Ct. Criminal Admin., and partially reduced through improved record management. Assign space vacated by Juvenile records and older records to other County Clerk functions.

Phase 5. Occupy Spaces vacated by moves in Phase 4, and remodel unused space

- District Attorney occupies space vacated by Traffic Administration. While fragmenting office, provides space to alleviate overcrowding and move Delaware St. Attorneys in. Partition walls or office dividers would be required in space previously occupied by Traffic Admin.
- New holding cells for Sheriff's Dept. are constructed on first floor, in area currently used as elevator lobby.

RECOMMENDED SPACE ALLOCATION
(Vallejo PD moves out of building)



Department	Current Departmental Assignments			Current	Allocated to-	New	From	Gain
	Function	Building	Floor	Square Feet		Square Feet		
Coroner	All	North	Second	866	SupCt Investig	0		
	TOTAL			866		0		(866) -100%
County Clerk	Main	North	Second	4,440	Retained	4,440		
	Juvenile Records	North	Second	995	Retained	995		
	Storage	South	Second	764	Retained	764		
	New space	South	Second			975	Grand Jury	
	TOTAL			6,199		7,174		975 16%
	Elections	South	First	2,415	SupCt Rep/Clks	0		(2,415) -100%
	TOTAL		2,415		0			
District Attorney	Main	North	First	4,535	Retained	4,535		
	Bad checks/Victim	North	First	1,516	Retained	1,516		
	Victim	North	Third	296	Traffic Admin	0		
	Storage	North	First	260	Law Libr	0		
	New space	North	Second			1,896	SupCt Admin	
	New space	South	Second			1,995	Traffic Admin	
	TOTAL			6,607		9,842		3,335 50%
Grand Jury	All	South	Second	975	Cty Clk	0		
	New space	North	Third			964	SupCt Clks	
	TOTAL			975		964		(11) -1%
Law Library	Stacks	South	Third	996	Traffic Admin	0		
	Office & stacks	South	Third	1,340	Traffic Admin	0		
	New space	North	First			662	PubDef Vjo	
	New space	North	First			1,619	Juv Court	
	New space	North	First			260	DA storage	
	New space	North	First			160	SupCt Clk	
	New space	North	First			280	PubDef Vjo	
	New space	North	First			450	Unused	
TOTAL			2,336		3,431		1,095 47%	
Northern Muni Court	Criminal Administration	South	Second	1,328	Pub Def No	0		
	Civil Administration	South	Second	1,638	SupCt Admin	0		
	Courts	South	Third	10,044	Sup Ct	0		
	Courts	South	Second	10,351	Sup Ct	0		
	Interpreter	North	Third	134	Traffic Admin	0		
	SUBTOTAL courts/admin			23,495		0		(23,495) -100%
	Traffic Administration	South	Second	1,995	DA	0		
	Traffic Court	South	Third	1,602	Sup Ct	0		
	New Traf Admin	North	Third			996	Law Libr	
	New Traf Admin	North	Third			1,340	Law Libr	
	New Traf Admin	North	Third			296	DA Victim	
	New Traf Admin	North	Third			134	Muni Interp	
	New Traf Admin	North	Third			402	SupCt Investig	
	New Traf Court	North	Third			4,890	SupCt (301/302)	
SUBTOTAL traffic			3,597		8,058		4,461 124%	
TOTAL Muni courts			27,092		8,058		(19,034)	

Department	Current Departmental Assignments			Current Square Feet	Allocated to-	New Square Feet	From	Gain
	Function	Building	Floor					
Public Defender	All current	South	Third	4,165	Retained	4,165		-70%
	New space	South	Second			1,328	Crim Admin	
	TOTAL			4,165		5,493		1,328
Public Defender (Vallejo)	Main	North	First	662	Law Libr	0		32%
	Unoccupied	North	First	280	Law Libr	0		
	TOTAL			942		0		(942)
Sheriff	Sally Port	North	First	366	Retained	368		-100%
	Bailiff	North	First	245	Retained	245		
	New Holding Cells	North	First			350	Constructed	
	TOTAL			613		963		350
Superior Court	Courts (301, 302)	North	Third	4,890	Traffic Ct	0		57%
	Court (303)	North	Third	1,750	Retained	1,750		
	Court	North	Second	2,738	Retained	2,738		
	Courts	South	First	9,035	Retained	9,035		
	Jury Assembly	South	First	2,520	Retained	2,520		
	Juvenile/holding cells	North	First	1,619	Law Libr	0		
	New Courts	South	Third			10,044	Muni Cts	
	New Court	South	Third			1,602	Traffic Court	
	New Courts	South	Second			10,351	Muni Cts	
	SUBTOTAL Courts/jury			22,552		38,040		15,488
	Reporters	North	Third	288	Storage	0		69%
	Clerks	North	Third	964	Grand Jury	0		
	Investigators	South	Third	402	Traf Admin	0		
	Calendar/witness	North	Second	640	Retained	640		
	Administration	North	Second	1,896	DA	0		
	Clerk	North	First	160	Law Libr	0		
	New Admin	South	Second			1,638	Civil Admin	
New Reporters/Clsks	South	First			2,415	Elections		
New Investig	South	Second			866	Coroner		
SUBTOTAL admin/clerks			4,350		5,559		1,209	
								28%
TOTAL Superior Court			26,902		43,599		16,697	62%
Unoccupied/storage		North	First	450	Law Libr	0		
		North	Third			288	SupCt Reporters	
TOTAL unused			450			288		
TOTAL BUILDING (added space)			79,562			79,912		
			350					
			79,912					

Cost Estimates

The attached cost estimates are generic numbers based on previous experience with standard construction techniques. They are presented for planning purposes only, as neither an architectural scope nor a program have been prepared. The estimates do not include any site improvements or verification of the "as-built" conditions. To the above should also be added 6-10% architectural fees and 8-12%, perhaps even up to 15%, for working drawings. This is somewhat higher than the usual range for these since there are no as-built drawings which can be used as a starting point.

Factors which could affect the costs include: the finish level desired, the mechanical conditions, modifications to the building shell or structure, and any other special requirements of the client. The present lack of working drawings makes it difficult to anticipate the kinds of special problems which might emerge.

Hall of Justice – Solano County
Conceptual Cost Estimates for Remodeling

Space	Activity	Cost Estimate
A. Law Library	Demolition/holding cell	8,000
	Demolition/typical	4,800
	Tenant improvements	<u>105,000</u>
	Subtotal	\$117,800
	10% contingency	<u>11,780</u>
	Estimated costs	<u>\$129,580</u>
B. Stairs – North Building	Demolition/existing	2,200
	Demolition/new foundations	2,000
	Steel pan stair	7,000
	Stair/finishes	6,000
	Tenant improvements	<u>33,000</u>
	Subtotal	\$50,200
	10% contingency	<u>5,020</u>
Estimated costs	<u>\$55,220</u>	
C. Lobby – 1st Floor, North Building	Demolition	700
	Tenant improvements	<u>17,500</u>
	Subtotal	\$18,200
	10% contingency	<u>1,820</u>
	Estimated costs	<u>\$20,020</u>
D. Atrium – Lunchroom Only	Demolition/existing lunchroom	700
	Demolition/atrium	1,100
	Tenant improvements	18,000
	Skylight/insulated panels	<u>22,000</u>
	Subtotal	\$41,800
	10% contingency	<u>4,180</u>
	Estimated costs	<u>\$45,980</u>
E. Atrium – Expansion to two office floors	Demolition/bridge	2,000
	Demolition/foundation	7,000
	Demolition/typical	1,200
	Structural shell (2 floors)	225,000
	Tenant improvements	<u>105,000</u>
	Subtotal	\$340,200
	Corner lobby demolition	700
	Corner lobby improvements	<u>14,000</u>
	Subtotal	\$14,700

	Atrium + lobby subtotal	\$354,900
	3rd floor atrium/shell	37,000
	3rd floor tenant improvements	18,700
	Subtotal	<u>\$55,700</u>
F. Miscellaneous	Construct new holding cells (400 sq ft)	30,000
G. Total	Total improvements	\$440,600
	10% contingency	<u>44,060</u>
	Total estimated cost	<u><u>\$484,660</u></u>