

**ATTACHMENT J:**

**VOLUME 10 –  
REQUEST FOR PROPOSAL (PART C)**

# **CHILDREN AND FAMILY JUSTICE CENTER**

**Contract 00863C13**

**Volume 10 of 14**

---

**Request For Proposal**

**Part C**

**Facility Program**

**December 2014**



**King County**

Department of Executive Services  
**Facilities Management Division**



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*King County Children and Family Justice Center Project*

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*Part C*

*Facility Program*

*December 13, 2013*



**King County**

**Department of Executive Services  
Facilities Management Division**  
500 4th Avenue, Room 800  
Seattle, WA 98104





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**King County**

CHAPTER **1**

**INTRODUCTION**





## INTRODUCTION

The Facility Program will be used in the design and construction of a new juvenile courthouse, juvenile detention facility, parking garage, and community spaces on the existing 9.02 acre Youth Services Center site located in Central District and Squire Park neighborhood on the corner of the 12<sup>th</sup> Avenue and East Alder Street in Seattle. A Phase I Pre-Design document was completed in 2010 that performed various “test-to-fit” studies and examined community and site development constraints. Separate space programs for the court and detention components for the family and juvenile needs of King County were also completed that expanded findings of the Operational Master Plan (2006) and the Facilities Master Plan (2009).

The purpose of the Facility Program is to verify the findings of and combine the two existing programs. The combined program for the Children and Family Justice Center (CFJC) program is the master document for which the Facility Performance Standards (FPS) were developed.

Programming is viewed as the foundation of a process that begins with a vision and guiding principles and concludes with a definition of the total cost to construct and operate the CFJC. While the ultimate deliverable is the Facility Program, the program process comprised six interrelated components.

- 1. Community Involvement.** As an urban site surrounded by a mixed use community, the CFJC has a range of community constituents that have a significant stake in the appearance, configuration, impact, and property value implications of the result of the planning process. The program must define the specific spaces that comprise the CFJC structures as well as the programmatic requirements of sustaining the complex within the context of the community, such as the provision of spaces available for community use.
- 2. Site Development Criteria.** Criteria were defined to assure that the complex site, structures, utilities, and maintenance protocols reflect the local code, County goals, and community needs.
- 3. Operational Basis for Courts and Detention.** Previous studies provided the basis for determining and responding to the identified need for juvenile courts and detention. These documents were used as a basis for a further validation. Workshops with officials from the court and the detention components were conducted. As part of documenting the operational basis for these two components, group workshops were conducted with both components to clarify the operational integration and impact on space assignments and adjacencies.





While the operational program addressed many components, some items that will ultimately impact space and adjacencies include:

- Management of the site security.
  - Access and egress needs of staff, detainees, visitors, and services.
  - External movement within the site and access control to the structures.
  - Internal movement (e.g., public, private, and secure).
  - Management options (e.g., collegial versus attached chambers for the courts and direct versus in-direct supervision for detention).
  - Staffing estimates for courts and detention components.
  - Parking requirements for the CFJC.
- 4. Spatial Allocations.** Arising from the community and stakeholder input, a listing of all required spaces to accommodate the functions of the courts, detention, shared services, and parking were prepared. Previous studies served as a starting point for the discussions (individual and group). A new consistent format approach was assembled for the entire complex to define the space allocations and adjacencies. This component will form the basis for informing the future designer of the net space requirements and the projected building gross square footage target for the CFJC complex. This outcome will serve as the basis for many future steps, not the least of which will be the cost estimate.
- 5. Support Systems.** The CFJC will be a complex of many functions and services. The program defined these functions and services in tabular, graphic, and narrative formats. Systems were defined in a manner to guide the preparation of the Facility Performance Standards. Discussions were held with the judiciary, detention, and County to discuss and evaluate the trends in technology that guided the program to meet short and long-range operational changes.
- 6. Total Cost of Ownership.** King County understands the factors that define the total cost of ownership, as opposed to simply first dollar costs for capital and operations. Our team spent time with the County to understand the systems and service choices made in Item #5 above, with a particular emphasis on life cycle considerations for materials and systems. This also informed the preparation of the Facility Performance Standards. By examining the total cost of ownership at the programming stage, the County will know the annual cost in the broadest of terms well prior to the procurement of future architects, contractors, and suppliers.

The Facility Program and Facility Performance Standards will be used to inform the future designers, builders, and maintenance staff on how the CFJC should look, perform, and be sustained within the community.



## UNIFIED CFJC VISION STATEMENT

The Children and Family Justice Center (CFJC) is a reflection of King County's commitment to the promotion of fairness and justice. It supports an improved and more complete delivery of programs that have made King County a national leader in reducing juvenile crime and detention rates for the past 20 years. It will allow for greater assistance in finding safe and permanent homes for children involved in child welfare cases.

It is a place for the fair and equitable administration of justice and a safe and secure environment for clients and employees. The exterior is dignified and conveys respect for the law and for the youth and families who are involved in the justice system. It serves as a symbol of justice, hope, and compassion for the users, many of whom are facing significant, life altering challenges.

The CFJC is warm and welcoming, and has a connection to the environment. It is visually distinctive in character expressing clarity of purpose while also being sensitive to the surrounding street scale. The CFJC is a positive focal point in the neighborhood that the community is proud of. The diverse cultural, social, and architectural expression of the surrounding community influences the configuration and design of open spaces and the physical structure of the CFJC. The CFJC shows all those who visit and work in it that King County is committed to environmental stewardship.

Artwork is a critical component of the facility that shows the value of cultural diversity in King County by helping to create a positive, caring and transformative environment. The interior waiting areas and courtrooms evoke feelings of welcoming calm, respect, protection and safety. The interior of the secure detention area instills feelings of safety, hope, healing and fairness.

Both the court and detention components of the CFJC emphasize providing solutions beyond courtrooms and confinement spaces. Delivery of the range of CFJC services is transparent and engenders public trust. The building and open space connect to families and the community on a human scale.





**King County**

CHAPTER **2**

**COURT PROGRAM**



## PROGRAM REQUIREMENT

An architectural program was prepared for the court component of the Children and Family Justice Center (CFJC) in 2009 and was used as the basis for this Program Update. The process used to update the Program involved:

1. Clarifying the vision for courts with Superior Court judicial officers and staff through interactive workshops.
2. Reviewing and updating the space assignments in the 2009 Program based on planning sessions with judicial officers and staff.
3. Comparing the space assignments of the 2009 Program and the 2013 Update.
4. Preparing changes in the functional adjacencies that resulted through the Update process.
5. Organizing the Program Update in a narrative, tabular, and graphic format represented in this chapter.

The Update revised the facility components that were identified in the 2009 Program into 13 areas:

1. Building Support (Entry Screening, Public Lobby, Public Child Care, Shared Staff Support, Shared Meeting Rooms, Information Technology, Interpreter Services, Building Support, and Mechanical and Electrical).
2. Resource Center (Information Desk, Interpreter Services, Community Partners, and Service Providers and Kid's Closet).
3. Juvenile Court (Offender Courts, Dependency Courts, Becca and Treatment Courts, and Judicial Chambers).
4. Juvenile Court Administration (Administration and Reform Initiatives/Analysts).
5. Juvenile Probation (Intake, Supervision, Community Programs, Warrants, Kids' Closet, and Records).
6. Treatment Services (Juvenile Drug Court, Family Treatment Court, Evidence Based Programs, and the Juvenile Justice Assessment Team).
7. Juvenile Services Division (Partnership for Youth Justice, At-Risk Youth (Becca) Program, Education/Medicaid Services Advocate, and Court Operations).
8. Dependency CASA.
9. Judicial Administration/Clerk (Cashiering, Case Processing, Records, Court Services, Courtroom Clerks, and the Step-Up Program).
10. Prosecuting Attorney's Office.
11. Department of Public Defense.
12. Children's Administration and Attorney General.
13. Security (General and Court Security Operations, Central Juvenile Holding, and Central Adult Holding).



Through a series of workshops with Court and tenant agency staff and user groups, the 2009 Program has been updated and will serve as a basis for the solicitation of design-build teams to accomplish the goals and guiding principles noted in the following paragraphs.

## GOALS AND GUIDING PRINCIPLES

The King County Superior Court (KCSC) has a published **mission**: *to serve the public by ensuring justice through accessible and effective forums for the fair, understandable, and timely resolution of legal matters.*

The Guiding Principles developed during the 2009 planning process were incorporated into the current program. These principles state that the justice system should holistically address families with multiple court cases and be “culturally competent” in terms of language and culture.

Based on these principles, the following operational **goals** were identified for this project:

1. Coordinate court and service responses to families involved in multiple court cases including better coordination and communication among agencies.
2. Improve litigant information and assistance.
3. Provide screening, assessment and linkages to community-based social and treatment services.
4. Provide a safe and secure environment.
5. Improve facility accessibility in terms of transportation, parking, and technology.
6. Optimize technology.
7. Integrate and better coordinate family and juvenile court operations.
8. Greater operational efficiency.
9. Provide better service to the public – more convenient, less wasted time, less confusion.

The design of the future facility has a major responsibility towards the achievement of these goals. Attention should be given to design approaches that achieve a secure environment within the least restrictive setting that does not compromise the safety of staff, community, visitors, or court case participants. **Design principles** to be achieved include:

- Balance welcoming, friendly spaces for families, children, and visitors along with the dignity and formality of the court’s purpose.
- View the building as both a place of justice and a community resource.
- Ensure ease of way finding for the public.
- Incorporate flexible design for adaptation as operations evolve.
- Integrate best practices in technology.



- Integrate Trauma Responsive Design
- Incorporate public art.
- Separate key circulation systems – the public, judicial officers and staff, and in-custody persons.

## **FORECASTED NEED/BASIS OF DESIGN**

The ultimate goal is to unify juvenile and family law matters for King County at the new Children and Family Justice Center. The initial phase of the project consists of the functions currently handled at the Youth Services Center to include juvenile dependency, truancy, at-risk youth, child-in-need-of-services cases and countywide juvenile offender matters. Future planning for the site includes the addition of north County family law matters involving children, including divorces, legal separations, paternity, child support, and domestic violence matters.

The 2009 Superior Court Targeted Juvenile and Family Law Facilities Master Plan in conjunction with the June 2012 Pre-Design report was used as a basis for a capital levy that passed in August 2012 to construct a new 10 courtroom juvenile and family law courthouse as a part of a Children and Family Justice Center (CFJC). This 2013 Update does not alter the courtroom projection of 10 courtrooms for the initial phase.

Phase I of the Children and Family Justice Center will include the following courtroom types:

- Chief Juvenile Court (first appearance, arraignments, omnibus calendars);
- Juvenile Offender Trial Court;
- Juvenile Drug Court;
- Dependency Court;
- Family Treatment Court; and
- Becca (Truancy, At Risk Youth, Child in Need of Services).





## SPACE STANDARDS

Using operational and spatial information, the size and functional relationships of the new courthouse can be defined. King County uses space standards to determine the appropriate size of offices, work stations, conference rooms (per occupant), as well as other spaces. Where appropriate, these standards have been reflected in the updated program. In accordance with King County's "green initiative", wherever possible, work spaces will be sound attenuated work stations to maximize the use of space and allow for future flexibility. In determining which work areas should be open versus closed, the County space standards were applied except for spaces for which the court and tenant agencies provided justification for enclosed offices due to privacy, confidentiality, or legal requirements.

### Courtrooms

For courtroom spaces, updated courtroom layouts were prepared based on the: (1) preferred well and spectator seating layout discussed at the initial program review meetings; and (2) King County Superior Court's Children and Family Justice Center Construction Committee (CFJCCC) *Recommendations on Courtroom Layout – ADA Access and Bench Configuration* dated 04/18/13. These recommendations include:

- ADA Access – The bench should be made accessible via ramps located in the corridor behind the courtroom in accordance with the advice of the United States Access Board's Courthouse Access Advisory Committee report (2006) and the US Courts Design Guide (2007).
- Bench Configuration – Courtrooms should be designed with center, rather than corner, benches to ensure that the judicial officer is the focal point of the courtroom and to increase control and visibility of proceedings.

The required number of spectators and well participants (excludes judge/commissioner, bailiff/coordinator, and clerk) for each court/courtroom type was compiled by the King County Superior Court. Courtroom layouts were prepared by the court consultant to determine minimal size requirements for each courtroom type. A summary of the identified requirements and recommended courtroom size is provided in the following chart.



**King County**

**Court Calendar Requirements**

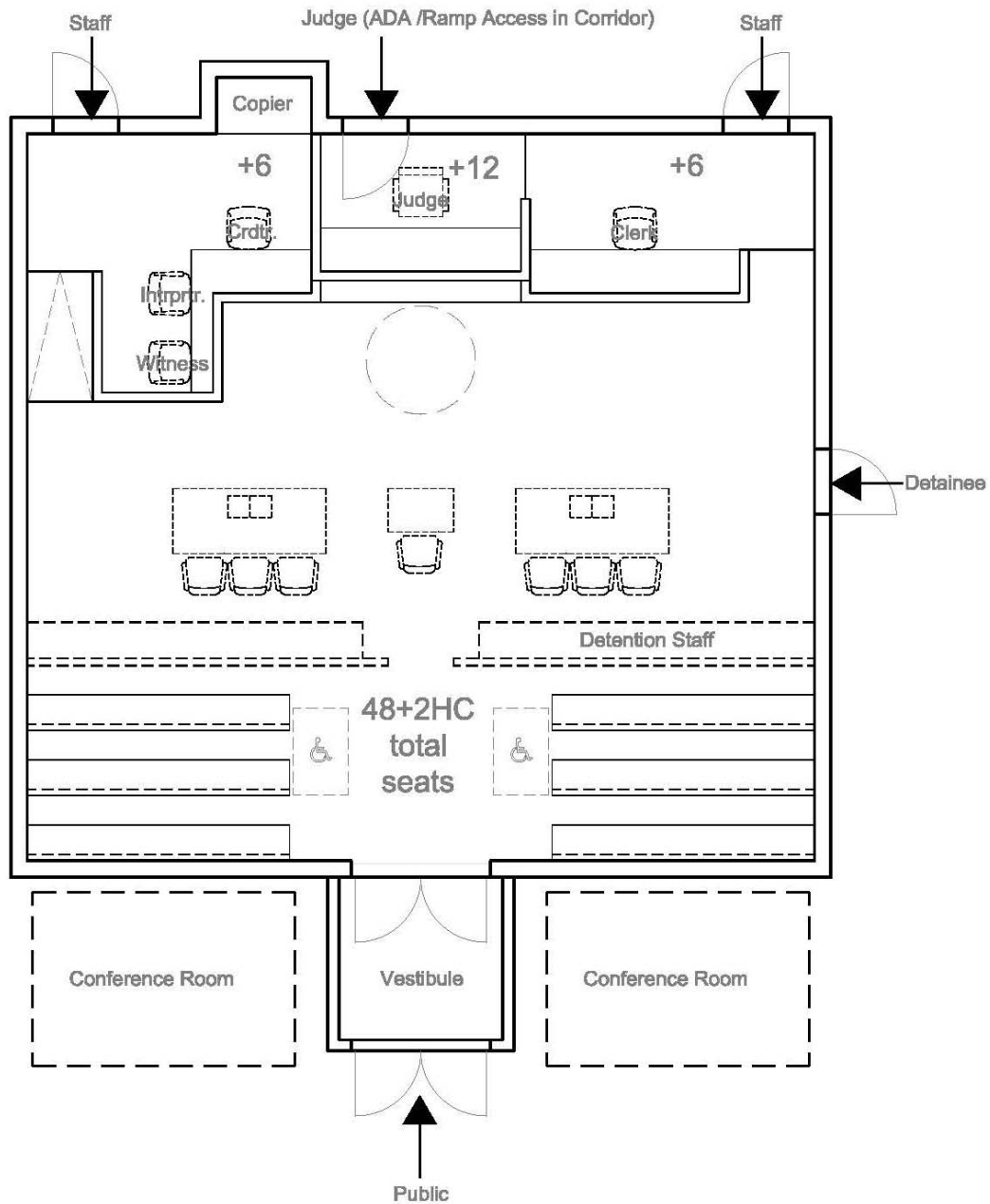
<b>Juvenile Calendars</b>	<b>Spectators</b>	<b>Well Participants</b>	<b>Recommended Courtroom (sf)</b>
<b>Chief Juvenile Court</b>			
• Arraignments	40-50	6	1,200
• First Appearance	40-50	6	1,200
• Omnibus Hearings	40-50	6	1,200
<b>Offender Trial Court</b>			
• Offender Hearings	20	8	1,200
• Offender Trials	20	8	1,200
<b>Treatment Court</b>			
▪ Family Treatment Court	40-50	11	1,400
▪ Juvenile Drug Court	50	15	1,600
<b>Dependency Commissioner Court</b>			
▪ Dependency Hearings	40	10-12	1,200
<b>Dependency Trial Court</b>			
▪ Dependency Trials	20	10-12	1,200
▪ Dependency Pre-Trial Hearings	30-40	10-12	1,200
<b>Becca Court</b>			
▪ Truancy Hearings	60	6	1,600
▪ At-risk Youth/CHINS Hearings	15	6	1,200

Using these requirements, four courtroom sizes/layouts were developed. A 1,200sf courtroom with straight line well and three rows of spectator seating will meet the requirements for the Chief Juvenile Courtroom. A 1,200sf courtroom with a deep well and 2 rows of spectator seating will meet the requirements for Dependency and Offender Courts. A 1,400sf courtroom with a u-shape well and 3 rows of spectator seating will meet the requirements for Family Treatment Court. A 1,600sf courtroom with a flexible well (straight/u-shape) and 4 rows of spectator seating will meet the requirements for Becca and Juvenile Drug Court. An illustration of the courtroom layouts is provided on the following pages.



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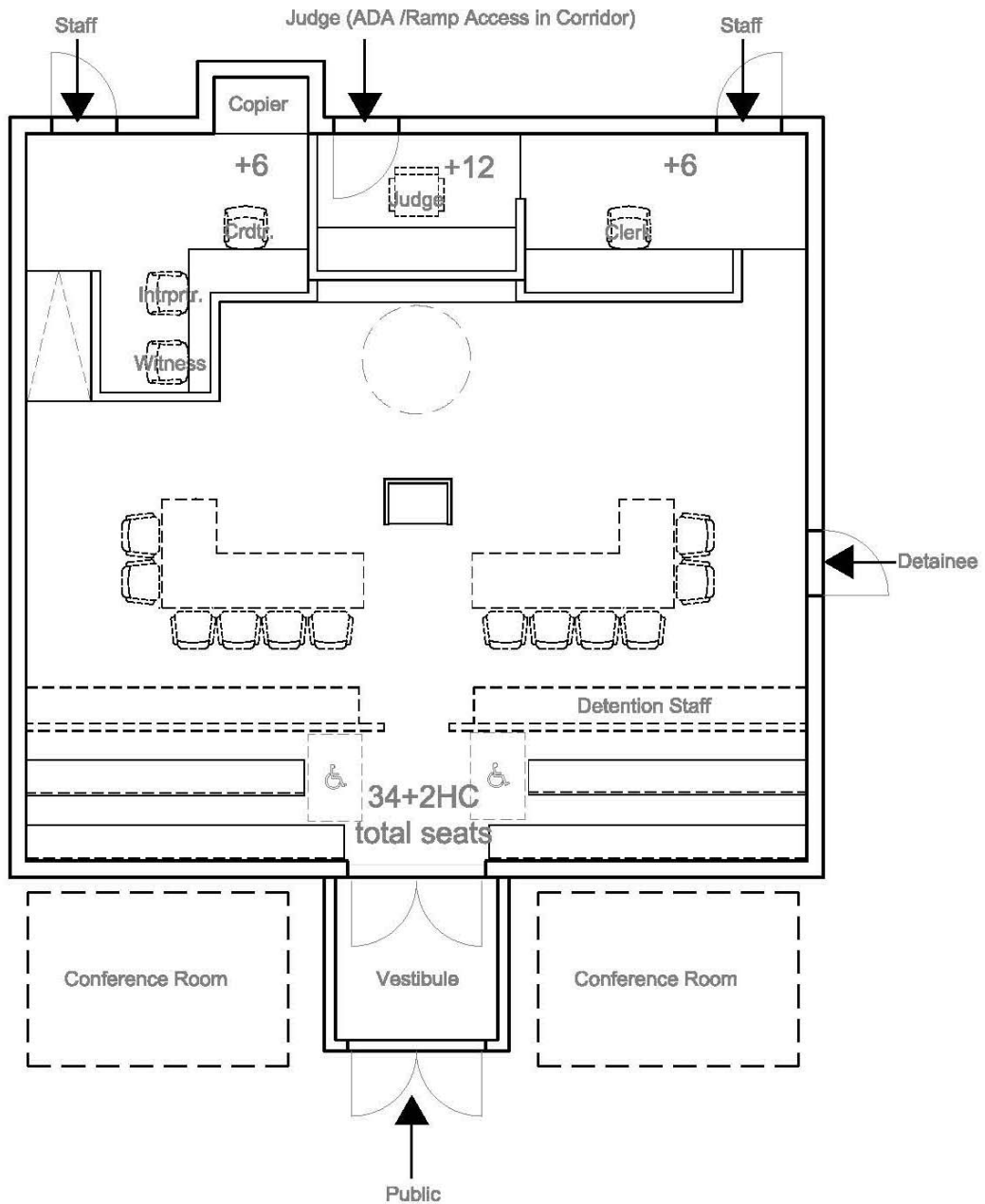
Figure 2-1  
1,200 SF Courtroom Straight Well Layout





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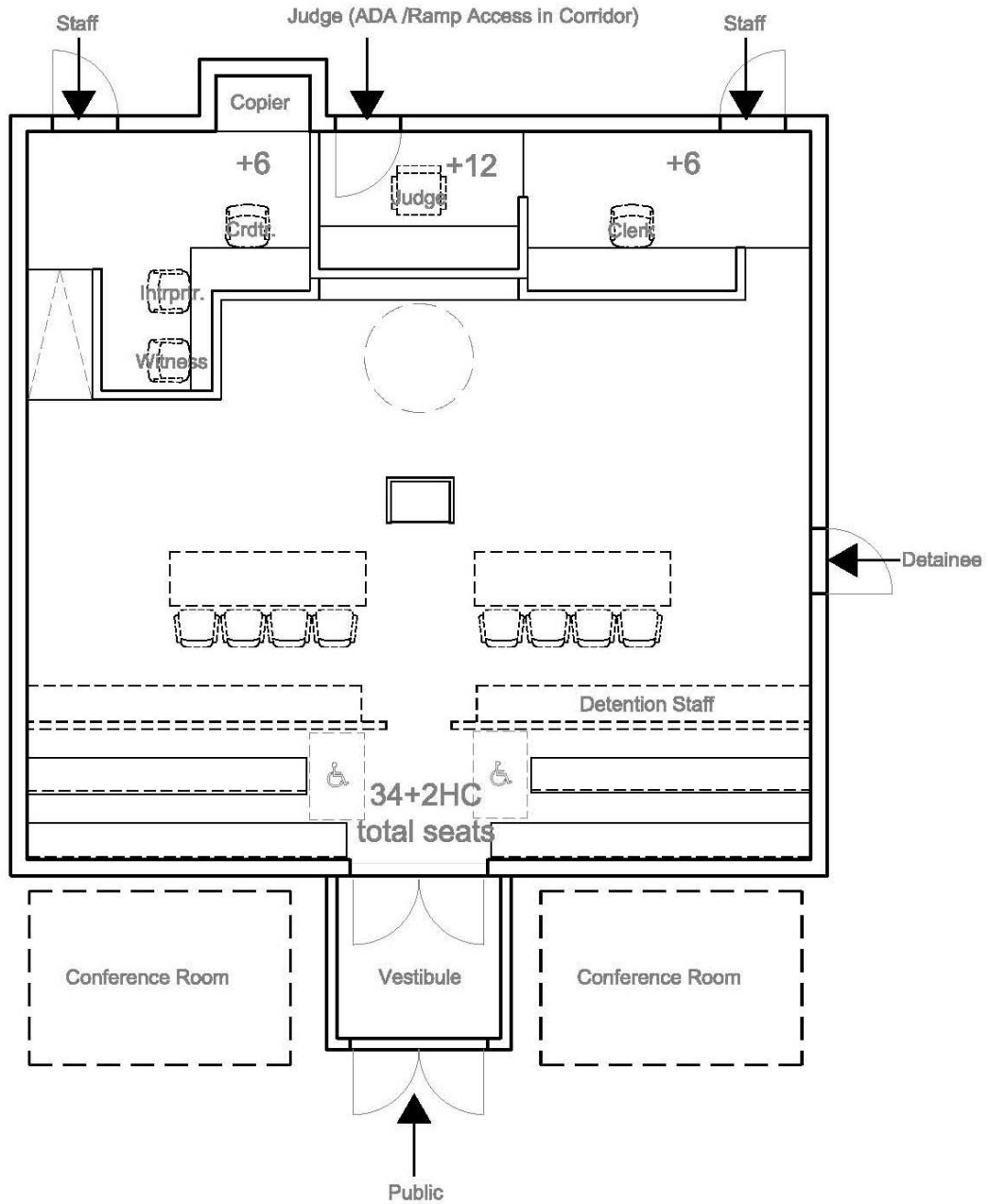
Figure 2-2a  
1,200 SF Courtroom Deep/U-Shape Well Layout





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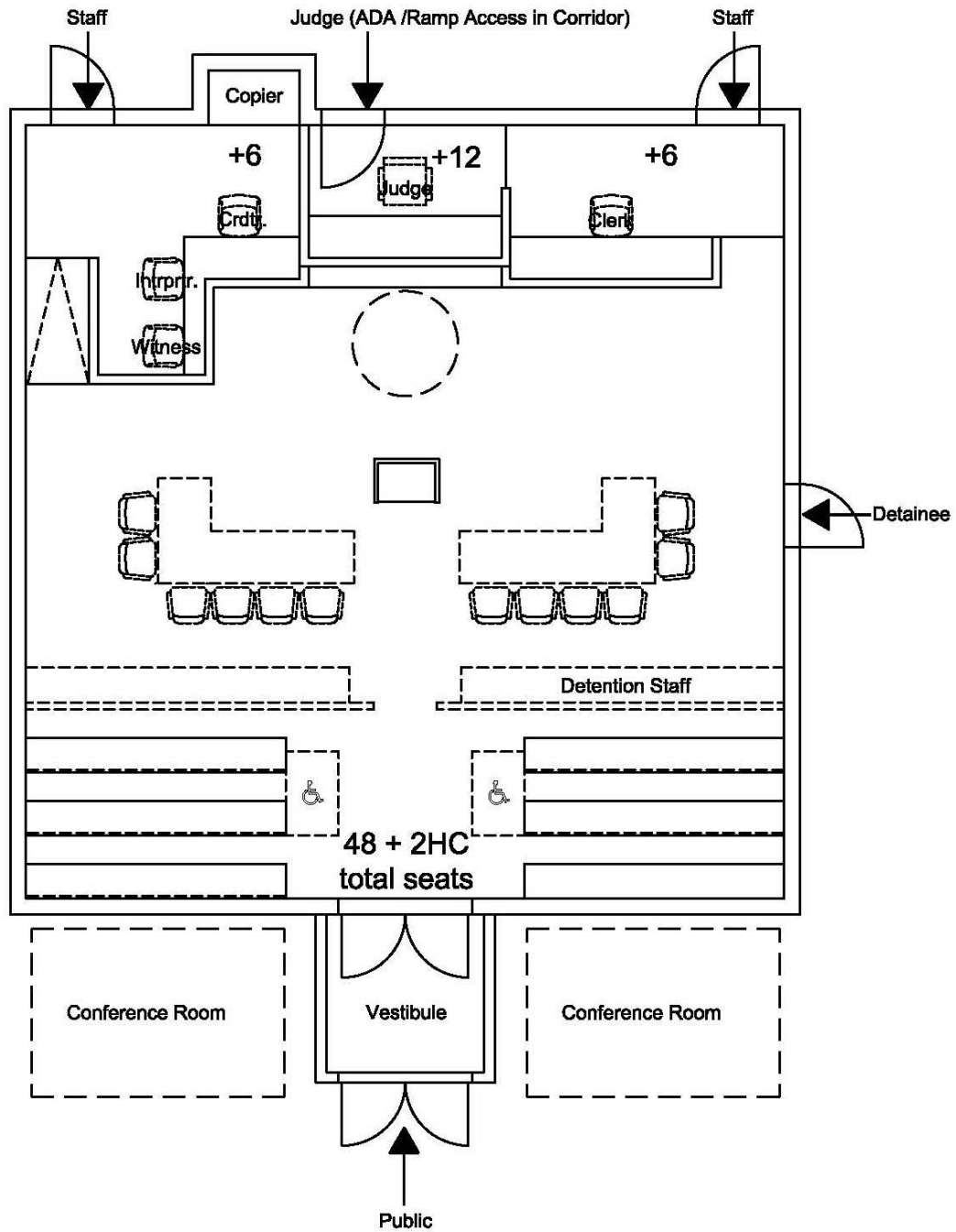
Figure 2-2b  
1,200 SF Courtroom Deep/Straight Well Layout





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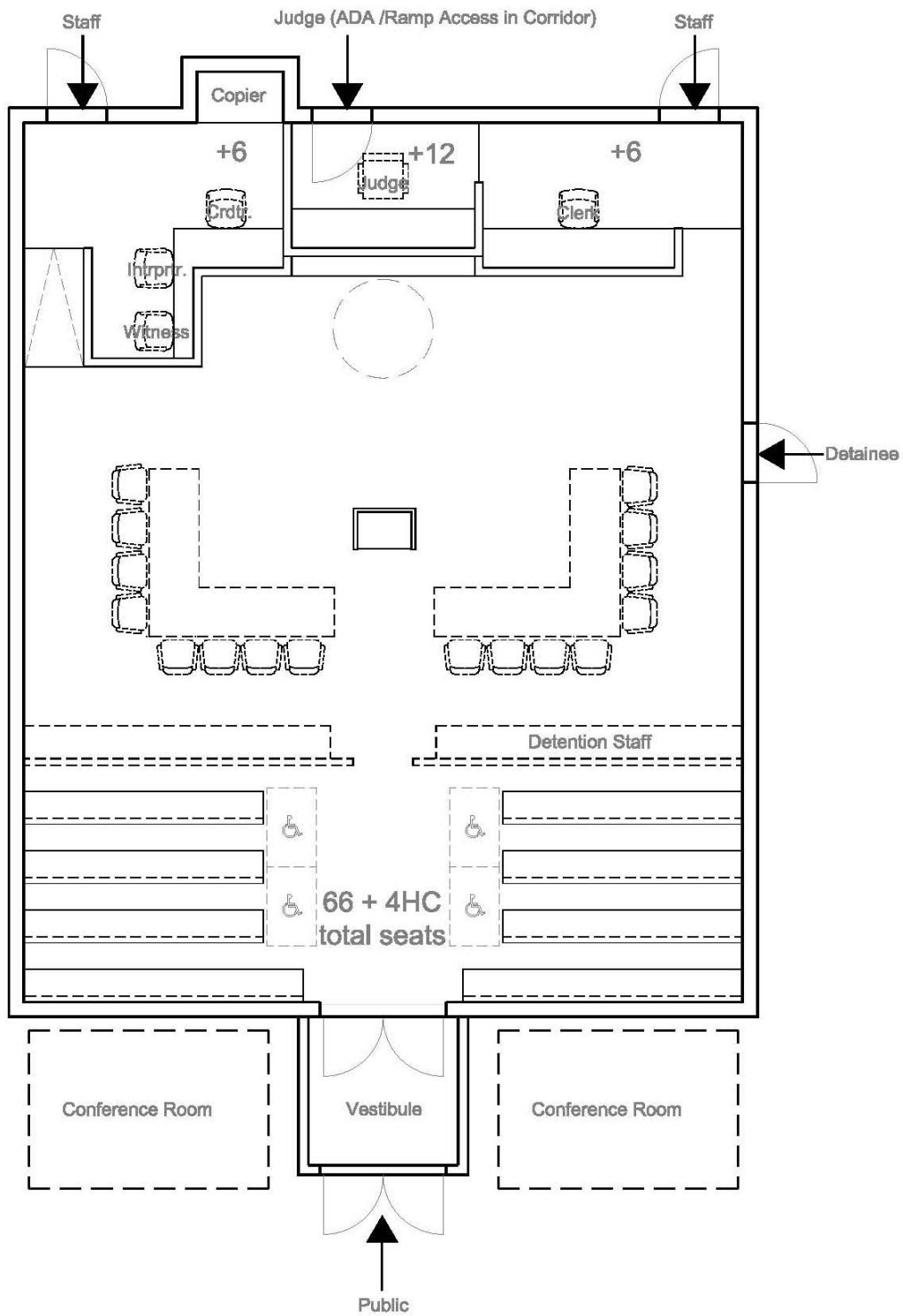
Figure 2-3  
**1,400 SF Courtroom Layout**





King County

Figure 2-4  
1,600 SF Courtroom Layout





## Judicial Collegial Suites

For judicial office spaces, the standards prepared in 2006 were updated based on the: (1) discussion of collegial arrangements during the initial program review meetings; and (2) King County Superior Court's Children and Family Justice Center Construction Committee (CFJCCC) *Response to KMD/CGL Preliminary Programming Issues List* dated 03/22/13. These recommendations include:

### Judicial Suites

- Should not be directly attached to courtrooms in accordance with the Superior Court Juvenile and Family Law Facilities Master Plan (p. 28) and the Detailed Facility Program (p.2.2.8).
- Should be located as close as possible to the courtrooms to maximize the efficient use of judicial time between proceedings.
- Should connect to courtrooms via a secure judicial circulation corridor.
- Should be configured in such a way that all individual judicial chambers have equal access to natural light and views while also ensuring that there are no direct line-of-sight views into an individual judicial chamber from outside the facility. All chambers will have bullet rated glazing.
- Shall incorporate Bailiff work spaces within the open area of the judicial suite in acoustically private and separate work stations.

### Bathrooms

- Shall be removed from the individual chambers and grouped within each collegial suite with two or more bathrooms (one for each gender) provided in each judicial suite.
- Should be designed so that it is possible to change the gender assignment of the bathrooms depending on the gender composition of judicial officers at any given point in time.
- Each bathroom must include one stall that is ADA accessible.

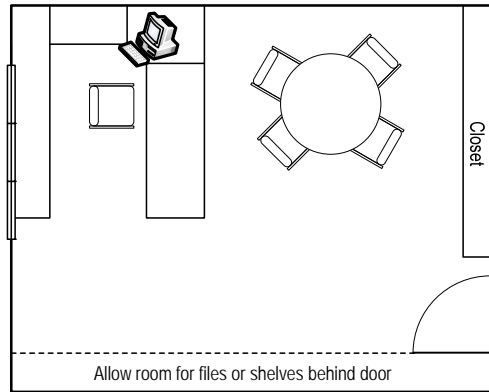




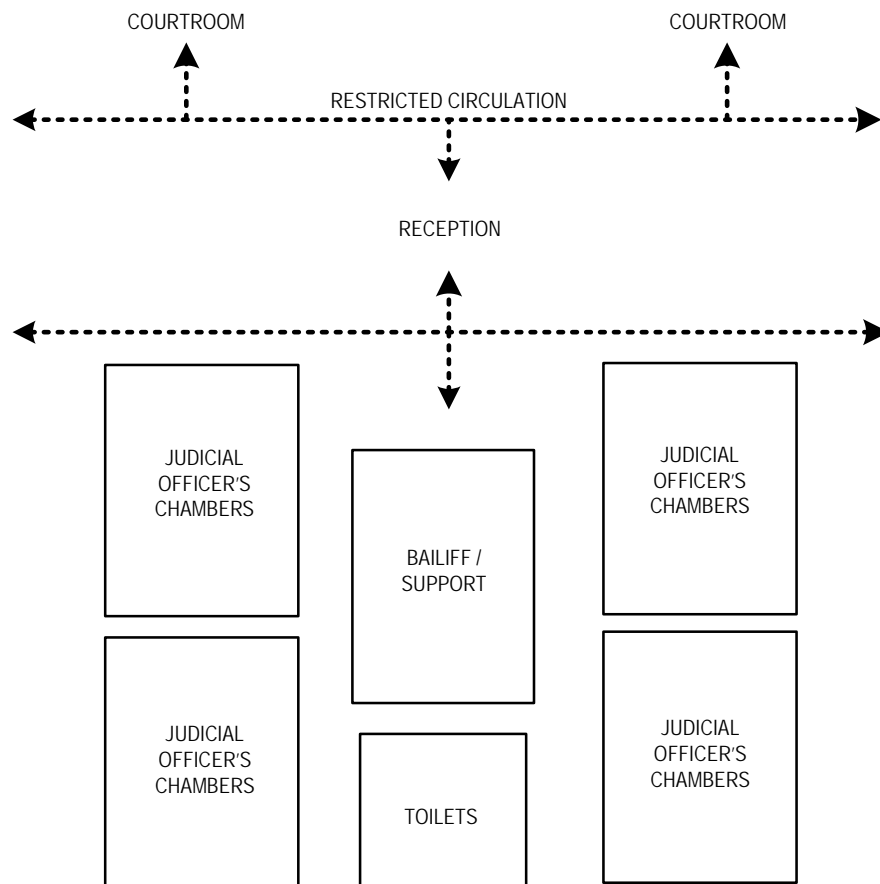
King County

Figure 2-5  
Judicial Collegial Suites

JUDICIAL OFFICER'S PLAN



COMBINED CHAMBER LAYOUT





## **OPERATIONAL CONCEPTS AND GUIDELINES**

The design of the King County Children and Family Justice Center must capture in built form the dignity and support for families inherent in the juvenile justice system while providing a safe and secure environment for all participants in the Court process.

### **Courts Approach**

In the high-volume courtrooms (Chief Juvenile Court and Juvenile Drug Court), the intent is to provide space in the courtroom in order to educate and keep the interest of juveniles who are waiting for their case to be called. Court waiting is accommodated within the courtroom so that youth and families observe the experiences of others in similar situations while they wait.

King County Superior Court is required by State statute to make all juvenile proceedings open to the public. This means that courtrooms must be designed with adequate spectator space for observers.

King County Juvenile Court holds 100% bench trials, which is a trial by judge as opposed to a trial by jury.

Judicial collegiality supports flexible courtroom assignments due to chambers spaces being grouped by floor, with shared support spaces.

### **Ease of Building Use**

The facility must be designed to reinforce visual wayfinding with clear organizational strategies and clues to help orient visitors within the space. Uniquely designed waypoints help the visitor identify where they are, and clearly marked destinations help them see where they are going. Language barriers must be removed, with a plan for graphics in predominant languages and centralized location of interpreters.

The program has incorporated elements designed to improve the experience for youth and families that come to the facility. Electronic informational kiosks will be designed and located in the lobby to help direct visitors to their destination. To improve access and linkages to services that support youth and families, a Resource Center concept was developed. This one-stop center located in the main court lobby will provide accessible, coordinated, and efficient services to the children and families. The Resource Center will include an Information Desk and will also provide youth and families with connections to health care, education, general court and detention resources, and language assistance. Development of this concept appropriately adjacent to the Court lobby will allow representatives of community service providers to be easily found in a convenient, highly defined location so that juveniles and families have less chance of leaving the Center without access to services.



Public Child Care will be available for young children that come to the facility with their families in order to limit their exposure to high conflict and inappropriate courtroom scenes.

Access to the Large Conference/Training Room shall be from the entry lobby so that it can be used when the Court lobby is closed. Current operations require that anyone using the Large Conference/Training Room will need to go through security screening prior to access. However, for future flexibility, the Large Conference/Training Room should be designed to allow access from a separate non-secure entry. The space may be available to the community and service providers for after-hours activities and events.

The new facility should be designed to ensure that the judiciary, staff, and court visitors have unencumbered “universal” access to all spaces intended for their use, including courtrooms.

### **Flexibility of Design**

To ensure maximum usability for the lifespan of the facility, flexibility must be built in.

All courtrooms will have detention access. Courtrooms must accommodate all parties in the well and must respond to different caseload requirements. One courtroom will be large enough to accommodate a temporary jury box if necessary.

Meeting spaces of varying sizes to accommodate the activities of the court, tenant agencies and service providers will be provided off of each courtroom and on a first come first serve basis. Various meeting spaces of differing sizes will be distributed throughout the facility for staff use and part of a scheduling system. Some specific tenant areas will have meeting spaces that are not under central scheduling system but controlled by them.

### **Security**

To realize a safe and secure facility for all occupants, best practice court planning methods have been applied.

- The new facility will have separate circulation paths for the public, in-custody persons, and judicial officers and staff.
- Everyone will go through screening: Visitors, judicial officers, and court staff will be screened at a single secure point of entry, however, the judiciary and court staff will access the screening lobby from a separate circulation path that connects staff parking to the screening lobby.
- Juvenile and adult, male and female, offenders will be separated as required by law.
- There will be a high consideration for witness security.



- The design will address separation of the public and various parties and other best practices to minimize possible security issues within the building entry, public lobbies, and courtrooms.

## **Technology**

The CFJC should support the use of innovative technology solutions that improve processes and enhance the efficiency of operations.

King County's Department of Judicial Administration is on the forefront of electronic case file management, with an Electronic Court Records Program initiated in 1998 and now accommodating e-filing, electronic initial input of orders, digital signing and distribution by email.

In the courtrooms, all courtroom stations will have access to power and data. Videoconferencing capability must be provided in each courtroom to provide for remote appearances and electronic devices at all stations should be coordinated for a technologically advanced courtroom..

The court would like to explore technology solutions that enable electronic check-in of parties for court. Innovative solutions for calling parties into court, that do not involve using the audio system, are also desired.

Wi-fi must be available in the court facility for use by attorneys, providers, and visiting staff.



## SPACE PROGRAM

This program update provides a design team with basic operational and spatial concepts necessary to develop the court portion of the CFJC in a way that is operationally efficient and effective. For each component, a narrative and numerical description of operational and spatial factors and adjacency diagrams of these spaces are provided to assist in determining the layout of component spaces. The line-item tables often referred to as “space tables” indicate the following:

- The Section Code for each area.
- The Component Name of each space.
- The number of identical spaces in the sub-component.
- The total *net square feet* (enclosed area within its walls or boundaries) allocated to each space.
- Pertinent comments relating to the spaces.

The total net square feet (NSF) allocated to the component is provided. To this, a *departmental grossing factor* (circulation and wall thicknesses within each subcomponent department) is added to the NSF to generate estimated *departmental gross square feet (DGSF)*. The calculation of the net area is the foundation for the building(s) and is driven by the operational and spatial recommendations represented in this document. Designers shall adhere to the NSF space requirements presented in this program.

The *departmental gross factor (DGSF)* is an estimate provided by the program based upon best practices and experience with similar facilities. While this factor is critical to determining the actual size of a component, the factor is demonstrated as a percentage of the net area and is less evidence-based than the net area. The future design team will be required to refine the suggested departmental grossing factors offered here as a guide.

The total amount of space necessary is computed by adding a building gross factor to the DGSF. This factor includes such central circulation areas as corridors, duct chases, mechanical rooms, and other common use areas that cannot be assigned to any particular component. The addition of the Building Gross Factor to the Departmental Gross provides an estimated total square footage requirement for the building (BGSF).

A 40% building gross factor has been applied to the court component of the CFJC. While, similar to the departmental gross factor, the building gross factor will vary widely depending upon the architectural solution and is used in the program as a “placeholder” for cost estimation purposes and the determination of the building(s) footprint. Further design studies will set the actual percentage that is expressed as a derivative of the net and departmental gross square feet.



The CFJC courthouse contains thirteen major operational and functional components including: 1) Building Support; 2) Resource Center; 3) Juvenile Court; 4) Juvenile Court Administration; 5) Juvenile Probation; 6) Treatment Services; 7) Juvenile Services Division; 8) Dependency CASA; 9) Judicial Administration/Clerk; 10) Prosecuting Attorney’s Office; 11) Department of Public Defense; 12) Children’s Administration & Attorney General; and 13) Security. The pages that follow discuss each of these twelve major components by component role, operational description, space allocations, and functional relationships.

Since the Courthouse is part of a complex that includes courts and detention, some spaces will serve both of the functions. For example, mechanical and electrical rooms and related spaces will serve both functions as will a central loading dock, repair shops, and general storage spaces. The area allocated to these spaces is documented in the Court Program.

A summary of the space program totals for the Courthouse is 136,993 BGSF as shown in Table 2-1. Following the table, each of the thirteen components is discussed according to the outline in the previous paragraph.

Table 2-1  
Summary of Court Space Program

ID	Component	Net SF	DGSF	BGSF	Total Building SF
<b>1.000</b>	<b>Building Support</b>	<b>18,418</b>	<b>5,525</b>	<b>9,577</b>	<b>33,521</b>
1.100	Entry Security Screening	1,735	521	902	3,158
1.200	Public Lobby	2,448	734	1,273	4,455
1.300	Public Child Care	766	230	398	1,394
1.400	Shared Meeting Spaces	3,850	1,155	2,002	7,007
1.500	Staff Support	3,360	1,008	1,747	6,115
1.600	Information Technology/MIS	2,330	699	1,212	4,241
1.700	Facilities & Building Support	3,929	1,179	2,043	7,151
1.900	Mechanical & Electrical			0	0
<b>2.000</b>	<b>Resource Center</b>	<b>1,754</b>	<b>526</b>	<b>912</b>	<b>3,192</b>
2.100	Resource Center	1,754	526	912	3,192
<b>3.000</b>	<b>Juvenile Court</b>	<b>29,720</b>	<b>7,711</b>	<b>14,972</b>	<b>52,403</b>
3.100	Chief Juvenile & Offender Courts	11,083	2,771	5,542	19,395
3.200	Dependency Courts	7,911	1,978	3,956	13,844
3.300	Becca and Treatment Courts	5,110	1,278	2,555	8,943
3.400	Judicial Offices	5,616	1,685	2,920	10,221
<b>4.000</b>	<b>Juvenile Court Administration</b>	<b>1,494</b>	<b>448</b>	<b>777</b>	<b>2,719</b>
4.100	Administration	796	239	414	1,449
4.200	Reform Initiatives, Analysts, Evaluators	248	74	129	451
4.300	Shared Space	450	135	234	819



**King County**

Table 2-1 (continued)  
**Summary of Court Space Program**

ID	Component	Net SF	DGSF	BGSF	Total Building SF
<b>5.000</b>	<b>Juvenile Probation Services</b>	<b>6,179</b>	<b>1,854</b>	<b>3,213</b>	<b>11,246</b>
5.100	Consolidated Intake Unit	1,696	509	882	3,087
5.200	City Unit/Supervision	948	284	493	1,725
5.300	Community Program/Restitution Monitor	564	169	293	1,026
5.400	Records Unit	367	110	191	668
5.500	Evidence Based Programs & Student Intern Unit	344	103	179	626
5.600	Warrants	100	30	52	182
5.700	Shared Space	2,160	648	1,123	3,931
<b>6.000</b>	<b>Treatment Services</b>	<b>2,708</b>	<b>812</b>	<b>1,408</b>	<b>4,929</b>
6.100	Juvenile Drug Court	868	260	451	1,580
6.200	Family Treatment Court	928	278	483	1,689
6.300	Juvenile Justice Assessment Team (JJAT)	912	274	474	1,660
<b>7.000</b>	<b>Juvenile Services Division</b>	<b>1,456</b>	<b>437</b>	<b>757</b>	<b>2,650</b>
7.100	Partnership for Youth Justice	612	184	318	1,114
7.200	At-Risk Youth (Becca) Program	248	74	129	451
7.300	Court Operations	596	179	310	1,085
<b>8.000</b>	<b>Dependency CASA</b>	<b>1,953</b>	<b>586</b>	<b>1,016</b>	<b>3,554</b>
8.100	Dependency CASA	1,953	586	1,016	3,554
<b>9.000</b>	<b>Judicial Administration/Clerk</b>	<b>2,969</b>	<b>891</b>	<b>1,544</b>	<b>5,404</b>
9.100	Management	168	50	87	306
9.200	Cashiering	476	143	248	866
9.300	Case Processing	577	173	300	1,050
9.400	Records Services	1,128	338	587	2,053
9.500	Court Services	240	72	125	437
9.600	Step-Up Program	200	60	104	364
9.700	Shared Spaces	180	54	94	328
<b>10.000</b>	<b>Prosecuting Attorney</b>	<b>4,640</b>	<b>1,392</b>	<b>2,413</b>	<b>8,445</b>
10.100	Juvenile Offender Unit	4,640	1,392	2,413	8,445
<b>11.000</b>	<b>Public Defense</b>	<b>395</b>	<b>119</b>	<b>205</b>	<b>719</b>
11.100	Juvenile Offender Unit	395	119	205	719
<b>12.000</b>	<b>Children's Administration &amp; Attorney General</b>	<b>560</b>	<b>168</b>	<b>291</b>	<b>1,019</b>
12.100	Juvenile Court Office	560	168	291	1,019
<b>13.000</b>	<b>Security</b>	<b>3,753</b>	<b>1,384</b>	<b>2,055</b>	<b>7,192</b>
13.100	Security Operations	1,168	350	607	2,126
13.200	Central Juvenile Holding	1,790	716	1,002	3,508
13.300	Central Adult Holding	795	318	445	1,558
	<b>Grand Total</b>	<b>75,999</b>	<b>21,853</b>	<b>39,141</b>	<b>136,993</b>



See Appendix A for Phase 2 Tables.

In the pages that follow, each courthouse component is discussed using the following format for each subcomponent:

- **Component Description:** A discussion of the operational basis for the space allocation.
- **Space List:** An excel-formatted listing of all spaces to be included in a specific component.
- **Adjacency:** A graphic and narrative description of the primary relationship between spaces.





## 1.000 Building Support

The Building Support spaces include common areas accessed and used by the general public, clients, visitors, providers, and staff. These spaces also include areas that provide systems support to the entire building. Since they serve a broad range of users, these spaces are not allocable to a specific operational component of the courts.

Seven sub-components comprise Building Support: 1) Entry Security Screening; 2) Public Lobby; 3) Public Child Care; 4) Shared Meeting Spaces; 5) Staff Support; 6) Information Technology/MIS; and 7) Facilities and Building Support. From an operational perspective, these sub-components comprise the public entry and circulation spaces, public child care, shared meeting spaces, and general building support (staff/public toilets, mechanical, loading dock, and building technology support). A total of 33,630 BGSF is proposed for these various components.

### 1.100 Entry Security Screening

**Component Description.** The purpose of entry screening is to prevent unauthorized weapons from entering the building. Security screening is the responsibility of the King County Sheriff's Office (KCSO). All visitors, staff, and judicial officers entering the building will be screened. Law enforcement personnel and the public visiting the complex will secure their weapons in a gun room inside secure gun lockers provided or in their vehicles prior to entry. A gun locker for the public to secure a weapon before entering the screening process will be provided. Space for two security lines should be provided. Waiting lines will be covered and protected from weather and lines of sight, with a goal to complete screening in less than 2 minutes. As a part of the security procedures, everyone entering the complex will be required to pass through a magnetometer and have any possessions screened by x-ray devices before entering the Arrival Lobby of the complex. Each security line will have a duress alarm and will be monitored by CCTV cameras. KCSO staff must have good visual surveillance over the entire pre and post screening area. Two separate exit lanes are provided.

Security Screening will be staffed by KCSO during regular business hours each weekday and FMD security for off hours. People departing the building after normal operating hours and utilizing the Conference/Training Center after hours and on the weekend will need to coordinate with FMD Security.

**Space List.** A total of 3,158 BGSF is proposed for this component.



**King County**

Table 2-2  
**Spatial Allocation for Entry Security Screening**

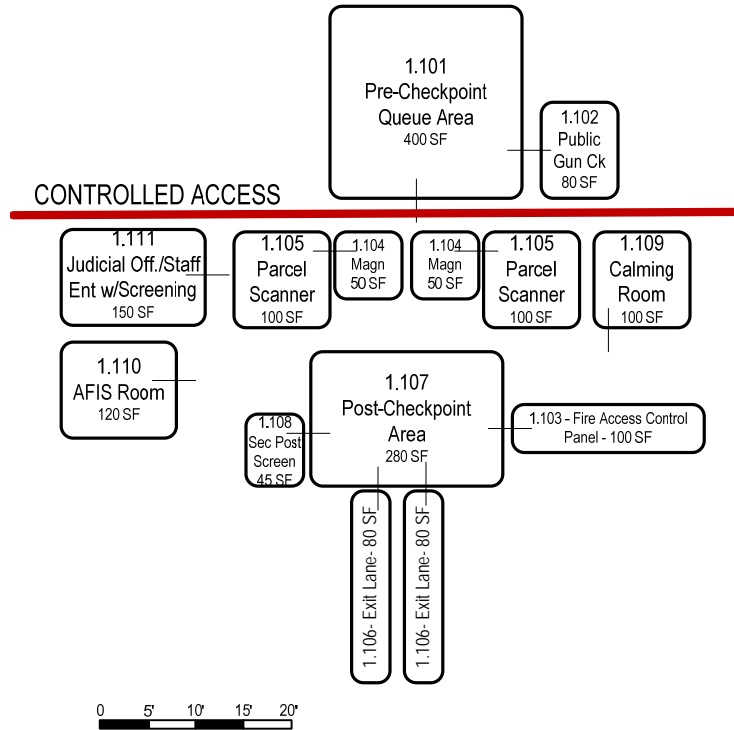
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.100 Entry Security Screening</b>					
1.101	Pre-Checkpoint Queue Area	1	400	<b>400</b>	Table, 80" or 2 at 39", with bins and trays for personal belongings.
1.102	Public Gun Check Room	1	80	<b>80</b>	Area before security screening to store firearms from public with area for 2 persons and 8 gun lockers; bullet proof walls.
1.103	Fire Access Control Panel (FACP)	1	100	<b>100</b>	Fire panel; just inside entry but off public pathway.
1.104	Magnetometer	2	50	<b>100</b>	Floor outlet access; 15 to 18 inches from x-ray.
1.105	Parcel Scanner (Xray)	2	100	<b>200</b>	Floor outlet access; 15 to 18 inches from magnetometer.
1.106	Exit Lane	2	80	<b>160</b>	
1.107	Post-Checkpoint Area	1	280	<b>280</b>	Table, 80" or 2 at 39", for people to gather belongings.
1.108	Security Post at Screening	1	45	<b>45</b>	
1.109	Calming Room	1	100	<b>100</b>	Quiet room near security lines.
1.110	AFIS Room	1	120	<b>120</b>	Area near 1st Appearance/Arraignment Courtroom for AFIS machine at 3'x3' and for digital photo.
1.111	Judicial Officers' & Staff Entrance w/Screening	1	150	<b>150</b>	From secure parking to private circulation.
<b>Department Net Area</b>				<b>1,735</b>	
Grossing Factor			30%	521	
<b>Department Gross Area</b>				<b>2,256</b>	
Building Grossing Factor			40%	902	
<b>TOTAL AREA for ENTRY SECURITY SCREENING</b>				<b>3,158</b>	

**Adjacency.** The queuing for screening takes place immediately upon entrance into the facility. Adequate space for queuing shall be accommodated inside the building and should have an area identified adjacent to the queuing line for working with an individual that may need support or calming prior to going through screening. Space around the magnetometer should be provided for wheelchair access and those that can't go through it for health reasons. Other spaces in this section include adequate space for line management, on-site Fire Access Control Panel, and the AFIS Room. The on-site fire alarm panel must be located near security screening but not in the way of public circulation. The AFIS Room needs to be near the Chief Juvenile Courtroom.



King County

Figure 2-6  
Critical Spatial Relationship for Entry Security Screening





## 1.200 Public Lobby

**Component Description.** The Lobby serves as the assembly and distribution point for all staff and visitors into either the Court or Detention area. The Lobby is to be divided into a general Arrival Lobby and a Court Lobby. The Arrival Lobby includes the Café and access for an ATM. The Court Lobby will include electronic kiosks, an information desk located in the Resource Center and a check-in counter for the juvenile offender courts. These elements should be easily accessible by the public for directions and information regarding court and related functions. The facility should provide multi-lingual signage. Lobbies and waiting areas should work to reduce noise to the extent possible by use of appropriate insulation tools. These areas should have a clear line of site to exits to provide a sense of safety. Calm lighting in these areas is also a good practice.

Technology will be used with electronic information screens displaying court calendars and computer kiosks for visitors to obtain information. An important objective for any lobby is to make it welcoming, accessible, and easy to use for all visitors. The need to welcome and assist visitors must be balanced with the authority represented by the courthouse. While this portion of the building is the initial arrival area, the operational procedures will encourage visitors to obtain required information regarding the location of their proceedings or a particular office and to circulate to appropriate waiting, courtroom or office areas. It is not anticipated that court waiting will occur in the Arrival Lobby area.

The Court Lobby will be staffed during regular working hours each weekday. Provisions will need to be coordinated with FMD for staff or litigants in the facility to depart the building after normal operating hours. A Conference/Training Room and other support spaces are accessed from the Arrival Lobby to allow public accessibility after screening.

As expected, this building component contains large areas associated with lobbies and elevators. The remaining spaces are associated with food service and public conveniences (toilets). A café with a kitchen area for food preparation and a seating area for 30 persons is planned.

**Space List.** A total of 4,455 BGSF is proposed for this component.



**King County**

Table 2-3  
**Spatial Allocation for Public Lobby**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.200 Public Lobby</b>					
1.201	Lobby (Arrival & Court)	1	720	<b>720</b>	Shared complex Arrival Lobby after screening to adjoin Detention Lobby & Court Lobby; designer to allocate sf between Arrival & Court areas; Arrival Lobby to include Café & access to Conference/Training Center; Court Lobby to include access to Court floors, Resource Center/Information, Chief Juvenile Court Check-in; bookshelves for Judge McCollough library in all public court lobby areas.
1.202	Information Kiosks	3	16	<b>48</b>	Self service.
1.203	Food Service - Cafe w/Seating	1	600	<b>600</b>	
1.204	Public Toilets (male & female)	6	180	<b>1,080</b>	1 ea. per floor for male & female.
<b>Department Net Area</b>				<b>2,448</b>	
Grossing Factor			30%	734	
<b>Department Gross Area</b>				<b>3,182</b>	
Building Grossing Factor			40%	1,273	
<b>TOTAL AREA for PUBLIC LOBBY</b>				<b>4,455</b>	

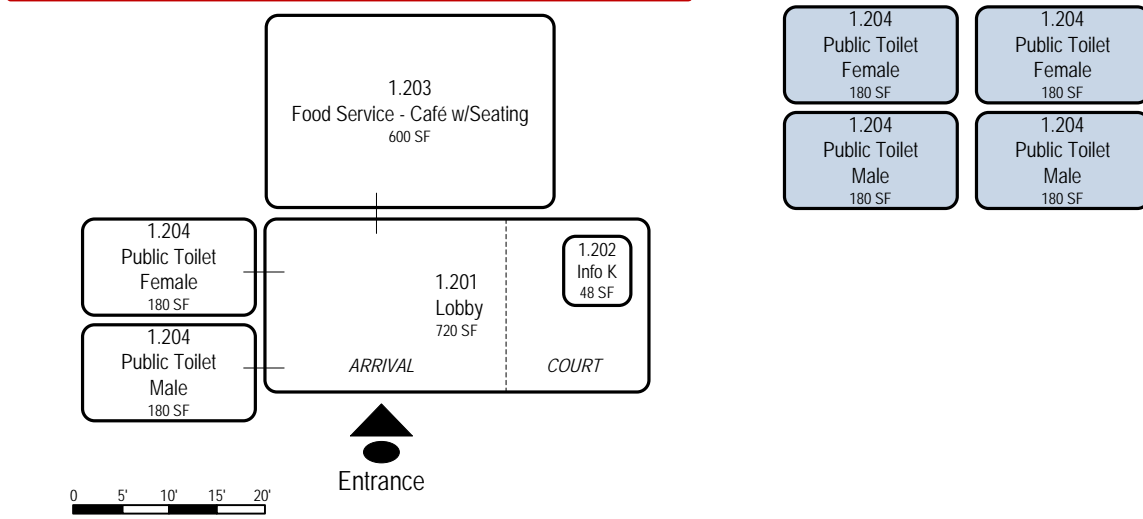
**Adjacency.** The Arrival Lobby is directly after security screening and is the portal to the Court Lobby and Detention Lobby and the Conference Center. Food service should be accessible from the Lobby. The Court Lobby should include information kiosks, a check-in counter for the juvenile offender courts and the Resource Center.



King County

Figure 2-7  
Critical Spatial Relationship for Public Lobby

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### 1.300 Public Child Care

**Component Description.** Public Child Care will be provided to offer safe and supportive care for the children of court and detention clients so they can conduct their business efficiently. The planned capacity is up to 12 children (no infants) with 8 to 10 on average. The maximum check-in time is 4 hours. Parents dropping off or picking up children will not be allowed into the play area but will interact with staff at the check-in counter. There will be a barrier/gate at the check-in between the public and child care spaces. A duress alarm will be provided on the staff side of the check-in counter, and the area will be monitored by CCTV cameras. The spaces should be child-appropriate with bright colors and children’s art.

**Space List.** A total of 1,394 BGSF is proposed for this component.

Table 2-4  
**Spatial Allocation for Public Child Care**

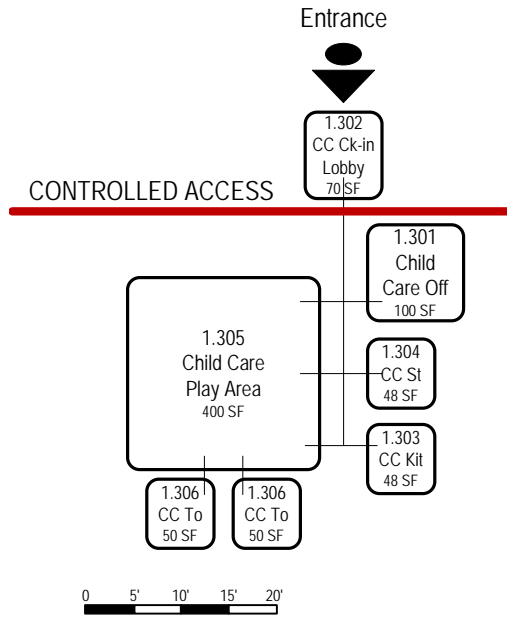
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.300</b>	<b>Public Child Care</b>				<b>Public Location, Not Directly Off Lobby</b>
1.301	Child Care Office	1	100	<b>100</b>	
1.302	Child Care Check-in Lobby	1	70	<b>70</b>	Barrier between public & entry to play area.
1.303	Child Care Kitchenette	1	48	<b>48</b>	Counter with sink, refrigerator, microwave
1.304	Child Care Storage	1	48	<b>48</b>	
1.305	Child Care - Play Area	1	400	<b>400</b>	Child-friendly furnishings, toys.
1.306	Child Care Toilets	2	50	<b>100</b>	Child-scale fixtures.
<b>Department Net Area</b>				<b>766</b>	
Grossing Factor			30%	230	
<b>Department Gross Area</b>				<b>996</b>	
Building Grossing Factor			40%	398	
<b>TOTAL AREA for PUBLIC CHILD CARE</b>				<b>1,394</b>	

**Adjacency.** Child Care should be convenient and easily accessible to the public, but remote enough to promote safety.



**King County**

Figure 2-8  
**Critical Spatial Relationship for Public Child Care**







### 1.400 Shared Meeting Spaces

**Component Description.** Meeting rooms off of the courtrooms are not scheduled. All staff and visiting professionals will use shared meeting rooms strategically located throughout the building. The scheduling of meeting rooms will need to be coordinated through a central contact (designated staff or on-line system). A portion of the meeting rooms are to be located in staff only areas. All meeting rooms are to be audio visually equipped and capable of supporting changing technology. The large Conference/Training Room and adjacent Kitchenette is a multi-purpose space to be shared with the community and available for after hours and weekend use.

**Space List.** A total of 7,007 BGSF is proposed for this component.

Table 2-5  
Spatial Allocation for Shared Meeting Spaces

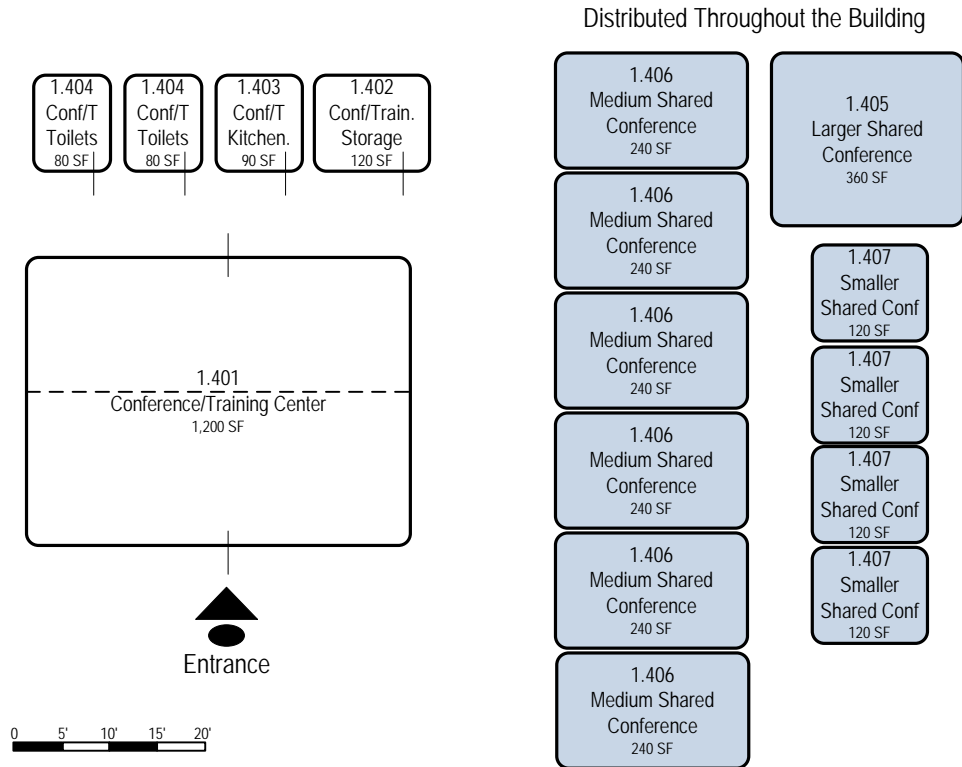
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.400 Shared Meeting Spaces</b>					
1.401	Conference/Training Center	1	1,200	<b>1,200</b>	Access from Lobby; public access after hours and weekend; divisible in 2; request for 2,000sf.
1.402	Conference/Training Storage	1	120	<b>120</b>	Furniture and equipment.
1.403	Conference/Training Kitchenette	1	90	<b>90</b>	Ctr., stor., sink, refr., micro.
1.404	Conference/Training Toilets	2	80	<b>160</b>	
1.405	Larger Shared Conference (15-18)	1	360	<b>360</b>	Audio visual equipped; place near Prosecuting Attorney.
1.406	Medium Shared Conference (8-12)	6	240	<b>1,440</b>	Audio visual equipped.
1.407	Smaller Shared Conference (4-6)	4	120	<b>480</b>	Audio visual equipped.
<b>Department Net Area</b>				<b>3,850</b>	
Grossing Factor			30%	1,155	
<b>Department Gross Area</b>				<b>5,005</b>	
Building Grossing Factor			40%	2,002	
<b>TOTAL AREA for SHARED MEETING SPACES</b>				<b>7,007</b>	

**Adjacency.** The Conference/Training Room and related spaces must be off the Arrival Lobby and accessible to the community after business hours and on the weekend. All visitors to the facility on the weekend and after hours must go through security screening.



King County

Figure 2-9  
Critical Spatial Relationship for Shared Meeting Spaces





## 1.500 Staff Support

**Component Description.** Staff Support includes spaces and amenities to support staff in their work, assist them in keeping healthy, and help them reduce stress. Large Break Areas are proposed on main staff floors. Coffee Counters and Restrooms are distributed on each floor in staff circulation areas based on department staff numbers. The total number of staff toilets and locations will be confirmed during the design process based on applicable building codes and the stacking scheme. Other amenities include a Quiet/Lactation Room, Wellness/ Exercise Room, and Staff Lockers and Showers. All support areas are to be accessed via restricted, staff-only circulation.

**Space List.** A total of 6,115 BGSF is proposed for this component.

Table 2-6  
**Spatial Allocation for Staff Support**

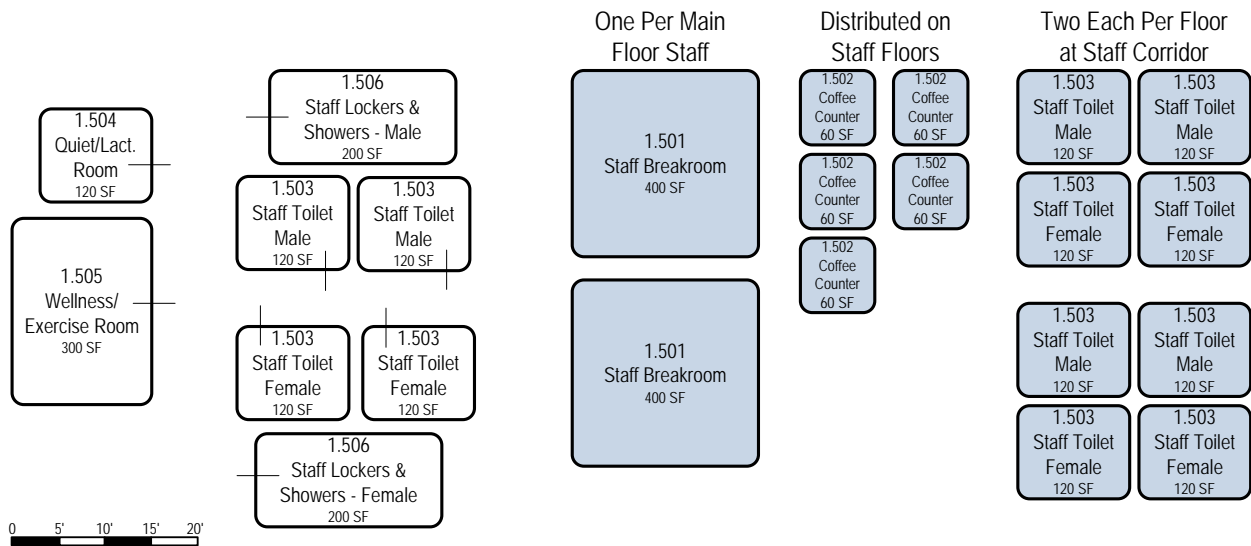
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.500</b>	<b>Staff Support</b>				
1.501	Staff Break Room	2	400	<b>800</b>	Vend., coffee, sink, etc.; 1 per main staff floors.
1.502	Coffee Counter	5	60	<b>300</b>	Counter w/ sink, refrigerator, microwave; distributed on staff floors.
1.503	Staff Toilets (male & female)	12	120	<b>1,440</b>	2 ea. per floor at staff corridor.
1.504	Quiet/Lactation Room	1	120	<b>120</b>	Lounge chair; cot.
1.505	Wellness/Exercise Room	1	300	<b>300</b>	Mats; treadmill, stationary bike, etc.
1.506	Staff Lockers & Showers (M&F)	2	200	<b>400</b>	With toilets; built-in lockers.
<b>Department Net Area</b>				<b>3,360</b>	
Grossing Factor			30%	1,008	
<b>Department Gross Area</b>				<b>4,368</b>	
Building Grossing Factor			40%	1,747	
<b>TOTAL AREA for STAFF SUPPORT</b>				<b>6,115</b>	

**Adjacency.** A Staff Break Area is to be located on each main staff floor. Note, a Staff Break Area is programmed under Probation for staff located on the first floor. Coffee Counters and Restrooms are to be distributed on each floor in staff circulation areas. The Quiet/Lactation Room, Wellness/Exercise Room, and Staff Lockers and Showers are to be centrally located off staff-only circulation.



King County

Figure 2-10  
Critical Spatial Relationship for Staff Support





### **1.600 Information Technology/MIS.**

**Component Description.** Information Technology (IT) includes spaces for Superior Court IT, King County IT, and King County FMD Security. Superior Court IT spaces include work areas for support staff and a Computer Staging & Storage room. The Court's MIS services are administered centrally from offices in the Seattle area.

Other spaces include the building's Main Point of Entry (MPOE) and IDF Rooms managed by KCIT to distribute wires to each floor. There are county, state, agency, and federal MIS operations and connections that need to be coordinated. The Main Distribution Frame (MDF) and associated network is owned by the County. The MDF Room requires conditioned power 24/7, UPS emergency power supply, and non-water based fire suppression system. IDF Rooms should be stacked and distributed throughout the building.

The FMD Security Electronics Room can be collocated with other IT/MIS spaces and Detention if appropriately secured. The rooms must be separated from other spaces with controlled access and requires an uninterruptable power supply on circuits supplied by the site's emergency generator.

**Space List.** A total of 4,241 BGSF is proposed for this component.



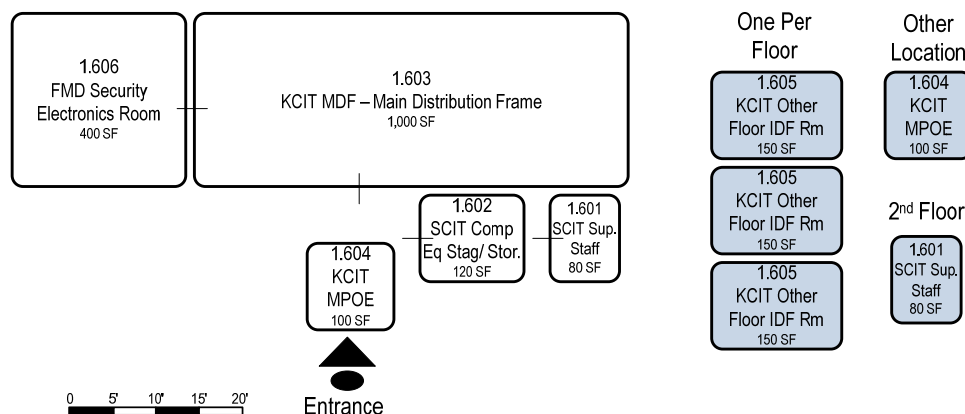
King County

Table 2-7  
Spatial Allocation for Information Technology/MIS

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.600 Information Technology/MIS</b>					
1.601	SCIT Support Staff	2	80	160	1 near computer staging room; 1 on 2nd floor central to all court functions.
1.602	SCIT Computer Equipment Staging & Storage	1	120	120	Bench, power, network.
1.603	KCIT MDF - Main Distribution Frame	1	1,000	1,000	KCIT space; includes telecom; separate cooling & environmental controls 24/7; controlled access; UPS; non-water fire suppression; 7 19" racks w/ 3 ft on all sides.
1.604	KCIT MPOE (Main Point of Entry)	2	100	200	Fiber coming into building.
1.605	KCIT Other Floor IDF Rooms	3	150	450	IDF - intermediate distrib. Frame; cooling 24/7.
1.606	FMD Security Electronics Room	1	400	400	Moved from Security; added since 2009 for cameras & equipment; cooled to 70/72 with a heavy heat load; locate with central IT equipment.
<b>Department Net Area</b>				<b>2,330</b>	
Grossing Factor			30%	699	
<b>Department Gross Area</b>				<b>3,029</b>	
Building Grossing Factor			40%	1,212	
<b>TOTAL AREA for INFORMATION TECHNOLOGY/MIS</b>				<b>4,241</b>	

**Adjacency.** The IT areas must be a secured from the public in a controlled access location. IT staff require access to shared meeting rooms to conduct staff training and access to shared staff break areas and restrooms. One SCIT Support Staff should be located proximate to Court Operations to provide timely assistance to court staff.

Figure 2-11  
Critical Spatial Relationship for Information Technology/MIS





## 1.700 Facilities & Building Support

**Component Description.** The combined courts and detention programs for the CFJC include over 200,000 square feet in Phase I serving a variety of functions from courtrooms to confinement spaces to general offices. While each of these subcomponents has unique service requirements, certain building functions should be located to best serve both the Court and Juvenile Detention for the sake of operational efficiency and security. For ease of description, these centralized functions have been summarized in the following paragraphs.

*Building Management* – The CFJC will employ a fulltime Facilities Manager that has the ultimate responsibility to assure that the systems are functioning to required standards and codes. This position will be supported by Line Staff that interact on a daily basis with the various functional component managers in the Court and Detention Sections.

*Shops* – Much of the routine repairs of equipment and the various spaces will be conducted by staff located at the CFJC. A Clean Shop with the associated Tools and Parts Crib provides a controlled entry area with the tools and equipment to maintain the complex. Since approximately 50% of the CFJC is dedicated to the Detention Section, the shops will be performing many tasks related to plumbing, security, locks, and systems maintenance. Preventive maintenance activities will also originate from the shops area.

*Loading Dock and Receiving* – This function is critical to the operation of the Complex and the location will impact operational efficiency related to receiving and dispersing supplies. The only real time sensitive supplies are food products for the Detention Section Kitchen. For this reason, location of the Loading Dock should be as close to the Kitchen as possible. As important as the Loading Dock is to operations, the Receiving Area where goods, supplies, and equipment will be received and dispersed is critical. A CFJC Supply Clerk will be located in this area with responsibility for the efficient operation of this area.

Staff from the Food Services subcomponent will order the supplies and schedule deliveries and coordinate with the Supply Clerk. At the time of deliveries, staff from the Detention Kitchen will come to the Receiving Area and verify the accuracy of the delivery and arrange for transport of the supplies to the Kitchen.

A Trash Compactor will also be a part of the Loading Dock services and access to this device as well as traditional refuge bins /composting capability must accommodate County and contracted service vehicles. The CFJC will be a LEED Gold certified structure in design, construction, and maintenance. Therefore, recycling will be a critical activity that will involve the location of a Recycling Sorter/Containers space that is co-located with the Loading Dock. External vehicles to collect the recycling must be accommodated in this area.



Another activity that has a direct involvement with the Loading Dock is the receipt and screening of mail. All mail whether US Post Office, authorized courier services, or internal mail deliveries from another governmental entity will be processed through the Mail Screening/X-ray Room and sorted in the Mail Room by representatives from the Court and Detention Sections.

*General Storage* – A general storage area for Court functions is provided. Also included in this area is storage for the Kids' Closet.

*Custodial and Maintenance Staff Support* – The custodial staff will be provided Lockers, a Break Area and adequate storage space to execute the requirements of cleaning and maintaining the CFJC. All maintenance and custodial staff will report to this area each work day. Each floor will have a Custodial Closet equipped with a floor sink. One of the closets will need to have a washer/dryer to clean mop heads.

**Space List.** A total of 7,151 BGSF is proposed for this component.





**King County**

Table 2-8  
**Spatial Allocation for Facilities & Building Support**

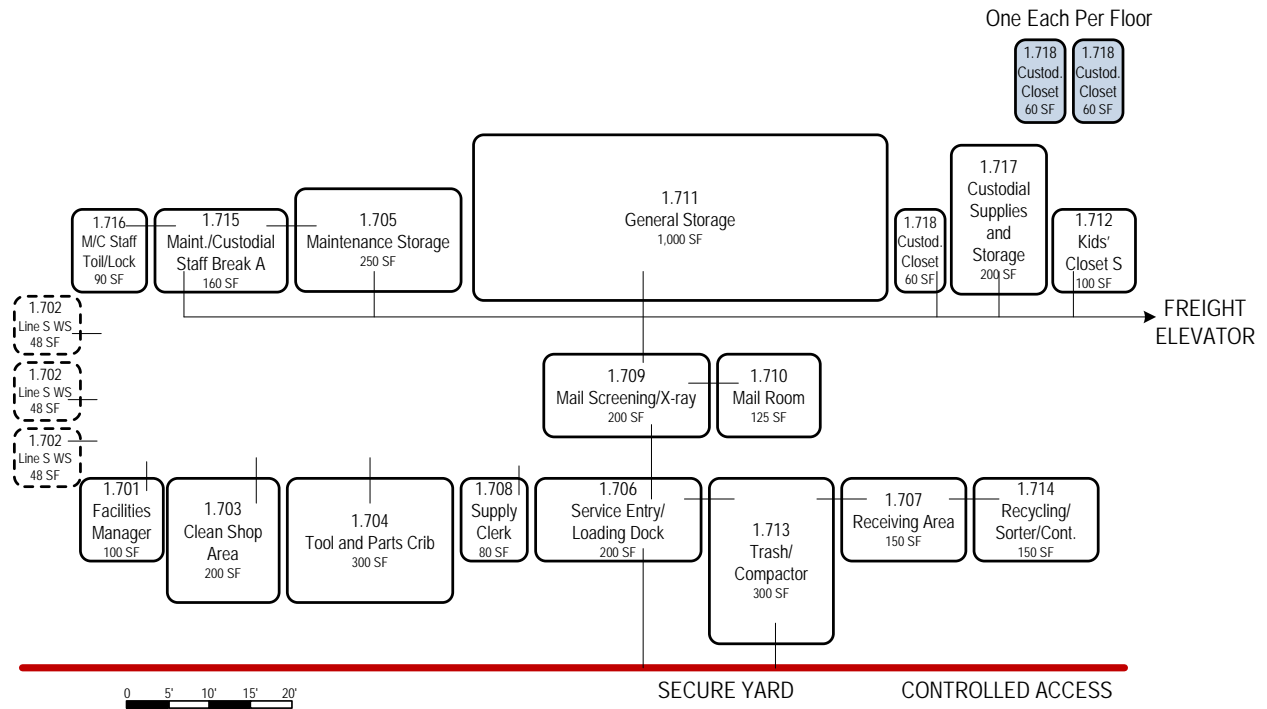
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.700</b>	<b>Facilities &amp; Building Support</b>				<b>Serves Complex</b>
1.701	Facilities Manager	1	100	100	Private office.
1.702	Line Staff Workstations	3	48	144	Workstation w/ computer.
1.703	Clean Shop Area	1	200	200	Locks, HVAC, security, etc.; request additional storage.
1.704	Tool and Parts Crib	1	300	300	Tool and parts storage.
1.705	Maintenance Storage	1	250	250	
1.706	Service Entry/Loading Dock	1	200	200	Central, but close to Detention, esp. food.
1.707	Receiving Area	1	150	150	
1.708	Supply Clerk	1	80	80	Next to loading dock; DJAD staff position.
1.709	Mail Screening/Xray	1	200	200	
1.710	Mail Room	1	125	125	
1.711	General Storage	1	1,000	1,000	Request 2,000sf if divided storage for Courts and Detention.
1.712	Kids' Closet Storage	1	100	100	Controlled area to store clothes.
1.713	Trash/Compactor	1	300	300	Adjacent to loading dock; ventilation.
1.714	Recycling Sorter/Containers	1	150	150	Adjacent to loading dock.
1.715	Maint./Custodial Staff Break Area	1	160	160	
1.716	Maint./Custodial Staff Toilet/Lockers	1	90	90	
1.717	Custodial Supplies and Storage	1	200	200	Central.
1.718	Custodial Closets	3	60	180	1 per floor w/ floor sink.
<b>Department Net Area</b>				<b>3,929</b>	
Grossing Factor			30%	1,179	
<b>Department Gross Area</b>				<b>5,108</b>	
Building Grossing Factor			40%	2,043	
<b>TOTAL AREA for FACILITIES &amp; BUILDING SUPPORT</b>				<b>7,151</b>	

**Adjacency.** The various functions that are included in this subcomponent all require access to the Loading Dock and the Complex service elevators. Beyond the Loading Dock and the supporting spaces to house the Compactor; Receiving and Supply Clerk; and Mail Room functions, the primary spatial relationships in this subcomponent involve the maintenance and repair functions. While proximity to the Loading Dock is desirable, a direct link is not essential. The Facilities Manager and associated Line Staff are best co-located with the Maintenance Staff Break Area where most will gather for a review of daily assignments.



King County

Figure 2-12  
Critical Spatial Relationship for Facilities & Building Support





## 2.000 Resource Center

**Component Description.** The proposed Resource Center provides a much needed service to the citizens of King County. The primary goal of the center is to provide youth and families, at the earliest point of contact with the juvenile justice system, with access to the essential tools they need to succeed and to provide ongoing support for the duration of their involvement. By drawing upon existing staff resources and planning for innovative partnerships with key agencies, the Resource Center will provide youth and families with onsite access to health, housing and school engagement services as well as connecting clients to treatment providers in the community.

The Resource Center will also house Superior Court's Office of Interpreter Services in order to assist court clients who have limited proficiency in English or who are deaf and hard of hearing. Interpreter Services assists individuals needing translation and interpretation assistance through the court process. Currently, Interpreter Services covers 143 languages as well as services for deaf and hard of hearing individuals. Services are provided for attorney interviews and court proceedings. Interpreter Services is headquartered at the King County Courthouse. Currently 1 staff is on-site to coordinate activities. Space is needed for equipment storage, an office for the Interpreter Coordinator, a work room for visiting interpreters to use between assignments and an area for interpreters to store personal belongings. The location and signage must enable hearing impaired and non-English speaking clients to find the services.

The Resource Center will improve customer service through the provision of coordinated assistance in one central location. The center will serve clients of both Superior Court and Juvenile Detention. It is hoped that the access to services will also be available to serve the broader community.

The objectives of the Resource Center are to:

- Link justice system-involved youth and families to four major systems: Public Health, Behavioral and Mental Health, Education and Training, and Housing;
- Provide interpretation assistance to those with pending court cases;
- Assist in scheduling community-based service appointments; and
- Provide youth and families with the resources they need to help navigate the juvenile justice system.

The staff/partners/providers of the Resource Center are listed below.

- Healthcare: Public Health; Department of Community and Human Services (MHCADS).
- Housing: Community and Human Services.
- Education: School District Liaison and Superior Court Education/Medicaid Advocate.
- Interpretation Assistance: Superior Court Office of Interpreter Services.



- Treatment: Superior Court Scheduler to link clients to community service providers.
- Juvenile Detention: DAJD Alternatives to Secure Detention representative to provide information regarding detention orders.
- Resources: Information Desk (staffed by Veteran Parents) and Kids' Closet (volunteer-based clothing resource for court involved youth and families).

**Space List.** A total of 3,192 BGSF is proposed for this component.

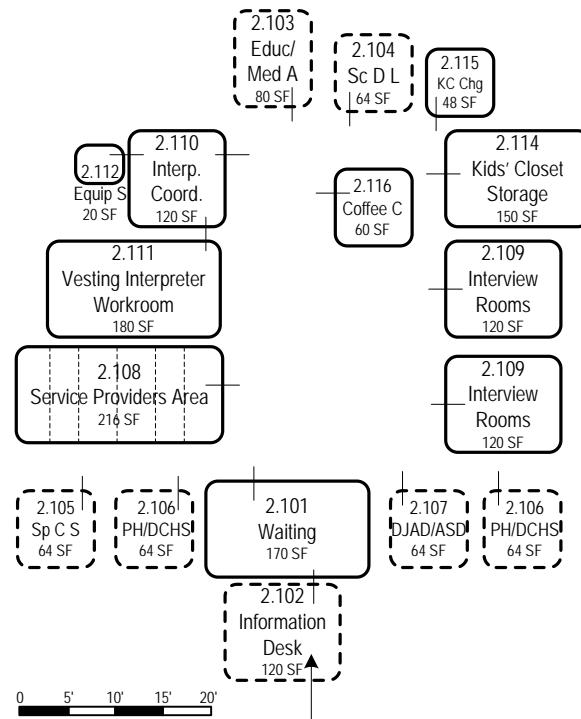
Table 2-9  
**Spatial Allocation for Resource Center**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>2.100</b>	<b>Resource Center</b>				
2.101	Waiting	1	170	<b>170</b>	Limited seating; move from Interpreter & JJAT; bookshelves for resources.
2.102	Information Desk	1	120	<b>120</b>	Inviting open counter; staffed by veteran parents/JJ101.
2.103	Education/Medicaid Advocate	1	80	<b>80</b>	Open workstation behind counter; maintains confidential files & resource materials in work area; needs access to interview rooms.
2.104	School District Liaison	1	64	<b>64</b>	Open workstation behind counter.
2.105	Superior Court Scheduler	1	64	<b>64</b>	Public counter with workstation.
2.106	Public Health/DCHS Reps	2	64	<b>128</b>	Public counter with workstations.
2.107	DJAD/ASD Workstation	1	64	<b>64</b>	Public counter with workstation.
2.108	Service Providers Area	6	36	<b>216</b>	Temporary work space for visiting service providers; behind public counter in alcove.
2.109	Interview Rooms	2	120	<b>240</b>	
2.110	Interpreter Coordinator	1	100	<b>100</b>	Private office; behind front counter.
2.111	Vesting Interpreter Workroom	1	180	<b>180</b>	Shared use by visiting interpreters; adjacent to lockers.
2.112	Equipment Storage	1	20	<b>20</b>	Storage of Interpreter Services.
2.113	Lockers	12	4	<b>48</b>	Lockers for Interpreters and visiting service providers to store personal belongings.
2.114	Kids' Closet Storage	1	150	<b>150</b>	Area to receive, sort, and store clothes.
2.115	Kids' Closet Changing Room	2	25	<b>50</b>	Private changing rooms.
2.116	Coffee Counter	1	60	<b>60</b>	Counter w/ sink, refrigerator, microwave.
<b>Department Net Area</b>				<b>1,754</b>	
Grossing Factor			30%	526	
<b>Department Gross Area</b>				<b>2,280</b>	
Building Grossing Factor			40%	912	
<b>TOTAL AREA for RESOURCE CENTER</b>				<b>3,192</b>	



**Adjacency.** The Resource Center will house an information desk, representatives of partner agencies and Interpreter Services. It should be located directly in the path of travel and line of sight of visitors adjacent to the Court Lobby.

Figure 2-13  
Critical Spatial Relationship for Resource Center



### 3.000 Juvenile Court

The 2009 Superior Court Targeted Juvenile and Family Law Facilities Master Plan in conjunction with the June 2012 Pre-Design Report was used as a basis for the number of courtrooms and judicial officers. The program for Juvenile Court includes 10 courtrooms and 10 judicial chambers. The courtroom breakout and proposed size includes:

- 1 Chief Juvenile Courtroom (arraignments, first appearance, and omnibus hearings) at 1,200sf;
- 4 Offender Courtrooms at 1200sf;
- 3 Dependency Courtrooms at 1,200sf;
- 1 Becca/Juvenile Drug Court Treatment Courtroom at 1,600sf; and
- 1 Family Treatment Courtroom at 1,400sf.

Overall, the image of Juvenile Court should be comfortable and non-threatening while also conveying the formality of the judicial system. Courtroom design must provide an excellent acoustic and visual environment for all participants. Building technology must support full courtroom automation and video conferencing and video procedures. All courtrooms are to be flexible and interchangeable. All courtrooms are to have direct, secure access for in-custody persons.

*Circulation* - Courtrooms are to be served by three circulation zones – public, judicial officers/staff, and in-custody inmates. Within the in-custody circulation zone, sight and sound separation is required for in-custody juveniles and adults.

*Bench* - The judicial bench and adjacent clerk and coordinator stations need to be adjustable to accommodate various people sizes, the movement of papers, and changing technology. The judicial officer, clerk, and coordinator must be able to see and hear all participants, especially witnesses and interpreters. The clerk and coordinator require ergonomically appropriate pass-through document exchange access to the judicial officer. The clerk operates the audio and video in the courtroom and controls the locked exhibit storage closet. Space is needed at the front of the bench for the attorney to stand and modify documents/view exhibits at the counter in front of the clerk. Counter space is needed for the FTR clock, and the clock must be visible to all participants.

*Well* - The furniture in the well should be flexible to accommodate the multiple parties depending on the court proceeding and should be able to accommodate the data/technology needs of court participants (microphones, electronic signatures, video testimony, electronic evidence, etc.).

*Spectator Seating* - Courtroom spectator seating should be fixed furniture.



*In-Custody Youth and Adults* - Holding and processing in-custody juveniles and adults at a central location with access routes to the courtrooms is critical to efficient operations for Detention staff. All courtrooms not adjacent to Central Holding should have an adjoining space to hold in-custody youth before, during, and after proceedings.

Ideally, as noted in the space list, the courtroom holding area would serve two courtrooms with two cells and two interview rooms.

Youth will be escorted from Central Court Holding through the holding area adjoining the Courtrooms and into the appointed courtroom. Most of the time, the flow will be continuous and holding in the adjoining cells will not be necessary. During times when a juvenile must be held prior to, during, or following a proceeding, a Juvenile Detention Officer will always be present in the area.

The Holding Cells should be equipped with a comfortable bench and a screened water closet and lavatory to save space. The front of the Holding Cell should be glazed for maximum visibility. In-custody persons will spend only very short amount of time (less than 15 minutes) in these Courtroom Holding Cells.

The Attorney Interview Rooms should be easily accessible from the Holding Cells. Most of the in-custody/attorney contact will occur in the Central Court Holding Area. Use of this space will be predominately for private discussions while Court is in temporary recess. While these rooms should be acoustically treated for privacy, glazing should be used for maximum supervision.

*Meeting Rooms* - Each courtroom will have two adjacent meeting rooms accessed from the public circulation corridor for confidential attorney/client and provider/client discussions. The Chief Juvenile Courtroom will have four adjacent meeting rooms to accommodate the larger volume of cases. Each pair of courtrooms will share holding cells and attorney/client visitation rooms. The main Offender Court and Dependency Court floors will have a room for Visiting Public Defense Attorneys.

*Waiting Areas* - The courtroom waiting areas adjacent to each courtroom need to allow for separation between defendants, victims, and their respective families while being observable by security and court staff. The atmosphere needs to be calming, pleasant and safe. The furnishings should be flexible but secured and include tables and chairs. Kid zones with child-scale furniture should be strategically placed. Waiting Areas should include space for book displays to engage youth in reading while they wait. The waiting areas need to be configured to support special programs including the Juvenile Justice 101 program associated with the Chief Juvenile Court (First Appearance calendar) and the Parents for Parents program associated with the Dependency Courts. The waiting areas outside of the treatment courts should accommodate graduation ceremonies for 30 to 50 people.



The spaces included in this component are the courtroom, courtroom support, and judicial office spaces for Juvenile Court. A total of 52,403 BGSF is proposed for this component.

### 3.100 Chief Juvenile & Offender Courts

**Component Description.** This section includes the Chief Juvenile Courtroom, Offender Courts, and related functions.

Chief Juvenile Courtroom - The Chief Juvenile Courtroom is a high-volume courtroom used to conduct first appearances, arraignments and omnibus calendars. An offender case may be referred for "diversion" or to offender court. The cases always have bench trials, making a jury box unnecessary. The well contains defense and prosecutor tables as well as an area for probation. Space in the well is required for up to 6 participants. Space for interpreters is also required. With open proceedings, the courtroom spectator gallery is between 40 and 50. This courtroom is designed for waiting to occur in the courtroom so that youths waiting for their case to be heard can learn from the preceding cases. The courtroom shall be designed for flexibility. Four small attorney-client meeting rooms are to be located near the courtroom.

The Court Program Specialists serve as receptionist for the Chief Juvenile Court and should be located in the Court's Lobby in a visible location proximate to the courtroom. The space requires a high volume public counter.

Offender Courts - The offender courts are for trials of juveniles accused of committing an offense (an offense is behavior that is a crime if done by an adult). Offenses may be misdemeanors (least serious), gross misdemeanors, or felonies (most serious). The program includes four 1,200sf offender courtrooms with a well sized for 8 participants and seating for 20 to 30 spectators to allow for youth and family to observe the proceedings. Two attorney-client meeting rooms are to be located near each courtroom for confidential discussions. A workroom with drop space for Department of Public Defense (staff permanently located off-site) is needed near the Offender Courtrooms.

Juvenile Justice 101 - Juvenile Justice 101 is a program designed to help parents and youth understand the Juvenile Court process and includes a court orientation, agency presentations, one-on-one support, and community outreach. Volunteer parents, of youth who have been through the Juvenile Court system, staff the program. The court orientation begins 30 minutes before the start of the First Appearance calendar in the Chief Juvenile Courtroom and usually takes place on Monday afternoons, Wednesday mornings, and Thursday afternoons.

**Space List.** A total of 19,395 BGSF is proposed for this component.





**King County**

Table 2-10  
**Spatial Allocation for Chief Juvenile & Offender Courts**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>3.100 Chief Juvenile &amp; Offender Courts</b>					
3.101	Offender Courtroom	4	1,200	<b>4,800</b>	Center bench with clerk & coordinator either side of judge; witness area; well w/ flexible furniture for 6; 20 flexible spectator seating; request for 1,200sf.
3.102	Chief Juvenile Courtroom	1	1,200	<b>1,200</b>	Center bench with clerk & coordinator either side of judge; witness area; well w/ flexible furniture for 8; 40-50 flexible spectator seating; move 1 to Treatment.
3.103	Sound Lock/Vestibule	5	80	<b>400</b>	1 per courtroom.
3.104	Courtroom Electronic Equipment	5	50	<b>250</b>	1 per courtroom.
3.105	Courtroom Exhibit Storage	5	25	<b>125</b>	1 per courtroom.
3.106	Public Check-in Counter	1	80	<b>80</b>	Near Chief Juvenile Courtroom; 3.106 and 3.107 can be combined if off secure corridor.
3.107	Court Program Specialist	1	48	<b>48</b>	Perching space near Chief Juvenile
3.108	Courtroom Holding/Interview	3	300	<b>900</b>	1 per 2 crtms - 2 cells/2 interv. rooms (per DJAD, if on first floor can remove).
3.109	Courtroom Public Waiting (20)	5	300	<b>1,500</b>	Swivel table and chairs, secured; observable by staff.
3.110	Juvenile Justice 101 Storage	1	60	<b>60</b>	Area designated in court lobby near Chief Juvenile Courtroom to show video & volunteers to talk to families; need storage cabinet for supplies.
3.111	Department of Public Defense Drop Space	1	360	<b>360</b>	Private area with work tables/chairs, phone/computer/printer access, 2 private phone booths (moved from Public Lobby & OPD spaces).
3.112	Meeting Room Larger	4	140	<b>560</b>	1 per Offender courtroom.
3.113	Meeting Room Smaller	8	100	<b>800</b>	1 per Offender courtroom; 4 for Chief Juvenile Courtroom.
<b>Department Net Area</b>				<b>11,083</b>	
Grossing Factor			25%	2,771	
<b>Department Gross Area</b>				<b>13,854</b>	
Building Grossing Factor			40%	5,542	
<b>TOTAL AREA for CHIEF JUVENILE &amp; OFFENDER COURTS</b>				<b>19,395</b>	

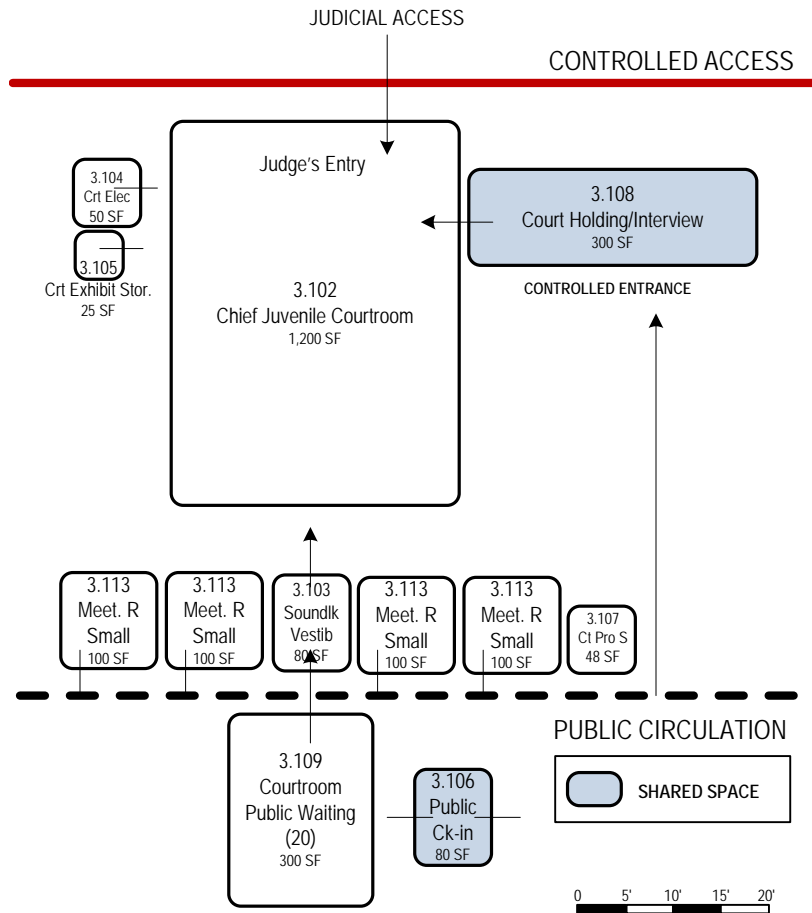
**Adjacency.** The Chief Juvenile Court should be adjacent to Central Juvenile Holding to accommodate the high volume movement. Also, Probation Services Intake Unit should be in close proximity to the Chief Juvenile Courtroom. The Offender Courtrooms should be grouped together. These courtrooms should be separated by floor if possible from Dependency Court and the Prosecuting Attorney's Office.



King County

Figure 2-14a  
Critical Spatial Relationship for Chief Juvenile Court

Chief Juvenile Courtroom

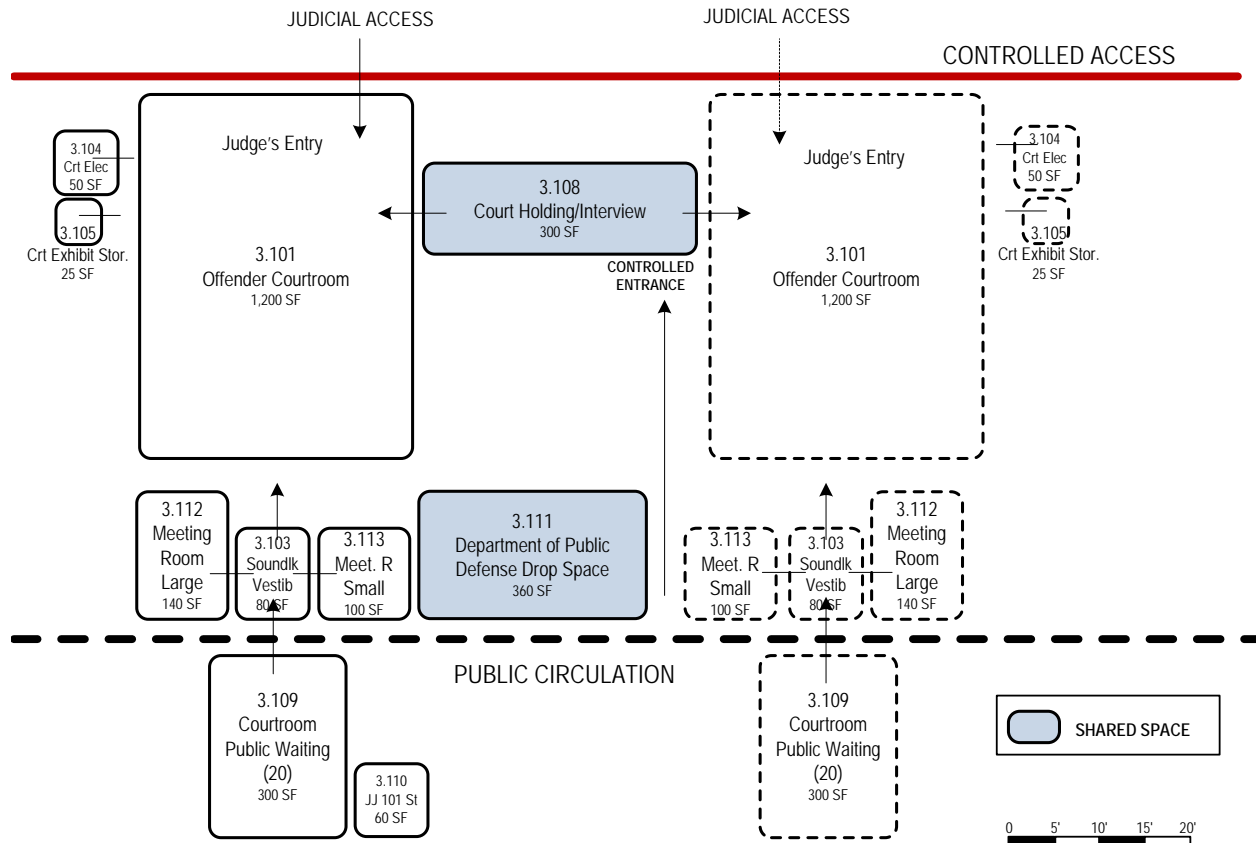




King County

Figure 2-14b  
Critical Spatial Relationship for Offender Courts

Four (4)  
Offender Courtrooms





### 3.200 Dependency Court

**Component Description.** This section includes Dependency Courts and related functions.

Dependency Courts - Dependency courts provide the mechanism for accountability to parents whose children have been removed due to abandonment, abuse or neglect. The child's overall well-being as well as the parents' participation and progress in services are the focus of the dependency court. Parents attend court at various stages in the process from initial removal of children to successfully reunifying the family. Some parents are not successful in this endeavor, resulting in termination of their parental rights. The court is the decision making body for families at this difficult time. Parents may have drug and/or alcohol issues, domestic violence histories, as well as mental health concerns, and many times there is a heightened level of stress in these hearings. Design solutions must take into account that circumstances in these cases may require immediate responses from security.

The program includes three 1,200sf dependency courtrooms with a well for up to 12 participants and seating for up to 40 spectators. The design of the well must address issues of opposing parents and family members with separate tables for participants. The tables in the well should be arranged in a u-shape but must have the flexibility to be moved to accommodate different case types. Movable tables must have power outlet flexibility. Two attorney-client meeting rooms are to be located adjacent to each courtroom for confidential discussions. A workroom for the Department of Public Defense staff and one for the Dependency CASA volunteers is needed near the courtrooms.

The Dependency Coordinators serve as receptionist for the dependency courts and should be located in a visible location proximate to the dependency courts. The space requires a public counter. Other spaces for Dependency Court include a shared staff office for the Family Court Director and Operations Manager and an office for the Dependency Mediator.

Dependency Mediation - The Dependency Mediation Program allows parents, social workers, and attorneys to meet with a specially-trained mediator to discuss and resolve dependency disputes. The program helps to resolve cases more quickly and is less costly. The Dependency Mediator has control of its' own meeting room for 10 to 12 persons near the Dependency Courtrooms.

Parents for Parents - Parents for Parents is a program that connects veteran parents who have navigated the juvenile dependency court system with parents entering the system. The program consists of veteran parent support at the Dependency Court Hearings and a two-hour educational class known as Dependency 101. In addition to a workstation and material storage/assembly area, volunteers need designated space in the courtroom waiting areas to assist families.



**Space List.** A total of 13,844 BGSF is proposed for this component.

Table 2-11  
**Spatial Allocation for Dependency Courts**

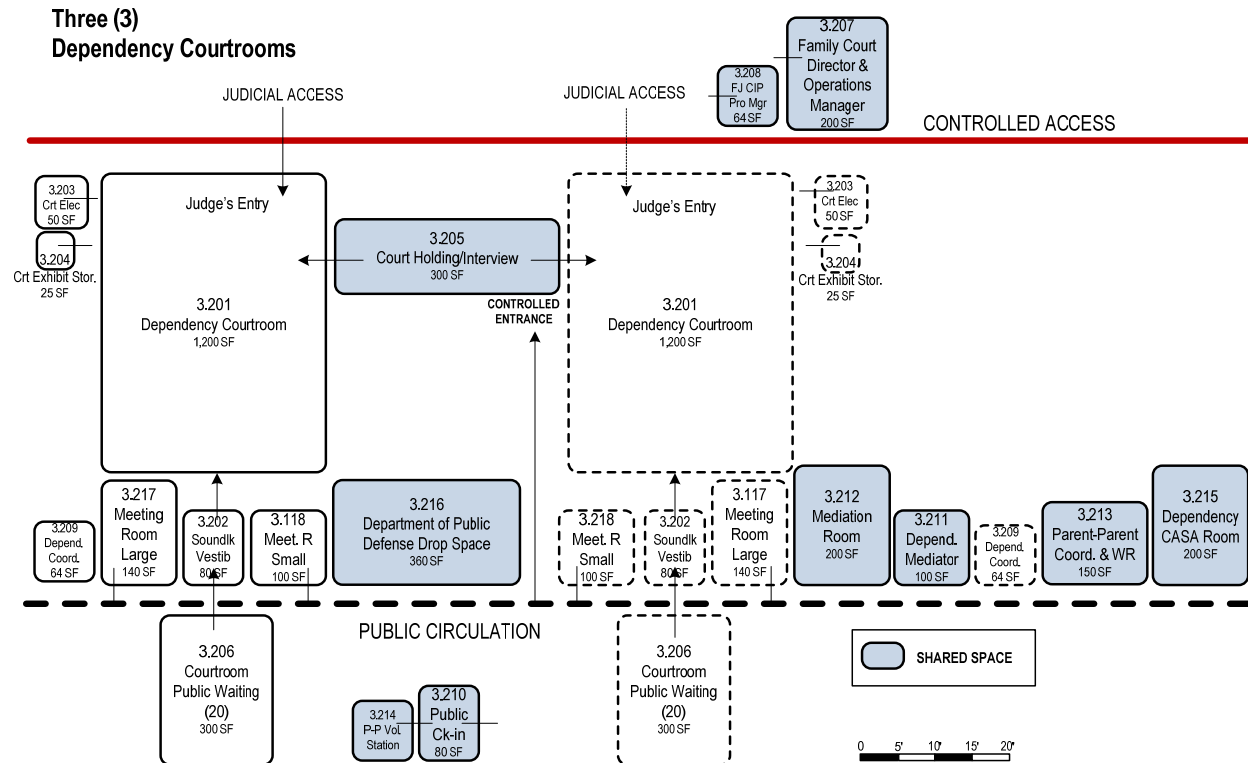
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>3.200</b>	<b>Dependency Courts</b>				
3.201	Dependency Courtroom	3	1,200	<b>3,600</b>	Center bench with clerk & coordinator either side of judge; witness area; U-shape well w/ flexible furniture for 10-12; 20-40 flexible spectator seating.
3.202	Sound Lock/Vestibule	3	80	<b>240</b>	1 per courtroom.
3.203	Courtroom Electronic Equipment	3	50	<b>150</b>	1 per courtroom.
3.204	Courtroom Exhibit Storage	3	25	<b>75</b>	1 per courtroom.
3.205	Courtroom Holding/Interview	2	300	<b>600</b>	1 per 2 crtms - 2 cells/2 interv. rooms (per DJAD, if on first floor can remove).
3.206	Courtroom Public Waiting (20)	3	300	<b>900</b>	Table and chairs, secured; observable by staff.
3.207	Family Court Director & Operations Manager	1	200	<b>200</b>	Shared office; near Judges.
3.208	FJ CIP Program Manager	1	64	<b>64</b>	Workstation.
3.209	Dependency Coordinators	3	64	<b>192</b>	Next to Commissioner + public; Staff together with check-in counter for public.
3.210	Public Check-in Counter	2	80	<b>160</b>	Public check-in counter for Coordinators.
3.211	Dependency Mediator	1	100	<b>100</b>	Need access to a conference room for 10 near courtroom.
3.212	Mediation Room	1	200	<b>200</b>	10-12 person room for mediation.
3.213	Parent for Parent Coordinator & Workroom	1	150	<b>150</b>	Workstation, storage, and table for material assembly.
3.214	Parent for Parent Volunteer Station			<b>0</b>	Provide station in public lobby space near courtrooms.
3.215	Dependency CASA Room	1	200	<b>200</b>	2 carrels + lounge seating for 8.
3.216	Department of Public Defense Drop Space	1	360	<b>360</b>	Private area with work tables/chairs, phone/computer/printer access, 1 private phone booth & 1 private meeting room (moved from Public Lobby & OPD spaces).
3.217	Meeting Room Larger	3	140	<b>420</b>	1 per courtroom.
3.218	Meeting Room Smaller	3	100	<b>300</b>	1 per courtroom.
<b>Department Net Area</b>				<b>7,911</b>	
Grossing Factor			25%	1,978	
<b>Department Gross Area</b>				<b>9,889</b>	
Building Grossing Factor			40%	3,956	
<b>TOTAL AREA for DEPENDENCY COURTS</b>				<b>13,844</b>	



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**Adjacency.** The Dependency Court needs to be on the same floor with Dependency CASA and Children’s Administration and the Attorney General. The Dependency Mediator needs access to the Mediation Room. Dependency mediator workspace should be close to mediation room.

Figure 2-15  
Critical Spatial Relationship for Dependency Courts





### 3.300 Becca & Treatment Courts

**Component Description.** This section includes Becca, Family Treatment, and Juvenile Drug Court.

Becca Court - The "Becca Bill" (Washington's At Risk Youth, Child in Need of Services, and Truancy laws) addresses issues affecting truant, at-risk, and runaway juveniles. The purpose of the bill is to “empower parents to help their children when they have run away or when their child’s substance abuse or mental health problems place them in serious danger of harming themselves or others<sup>1</sup>” and to support dropout prevention efforts. The court is mandated by statute to provide a formal process for three types of civil matters: At-Risk Youth Petitions (ARY), Child in Need of Services Petitions (CHINS), and Truancy Petitions. The program includes a 1,600sf courtroom for Becca cases. ARY/CHINS hearings require a well for 6 participants and seating for 15 spectators. Truancy hearings require a well for 6 participants and seating for up to 60 spectators. The courtroom is the largest in the facility and can have the capacity to accommodate a jury box if needed.

ARY and CHINS programs serve about 400 families per year and takes place at court involving meetings with the attorneys, client, and program staff. Only the parent of the child may file the ARY petition. The ARY proceeding is a voluntary process and a parent may request a dismissal at any time. A child, parent, or Department of Social and Health Services (DSHS) representative may file a CHINS petition. Upon filing a petition, the child may be placed in a residence other than the home of their parent. The ARY/CHINS calendar is 1 day a week.

Truancy court has the largest space need of any of the courts, because cases are brought in en masse. The number of truancy filings has been declining and is currently around 1,500 annually. Proposed legislation may do away with truancy court in the future in support of alternate school discipline. Currently there are up to 8 different school districts needing access to a meeting room near the courtroom to talk to the youth and family before and during court proceedings. The truancy calendar is 0.5 days a week. The truancy courtroom should accommodate a well for 6 participants and spectator seating for up to 60.

Family Treatment Court – Family Treatment Court (FTC) is an alternative to regular dependency court and is designed to improve the safety and wellbeing of children by providing parents access to drug and alcohol treatment and monitoring their sobriety. Parents voluntarily enter the program and agree to increased court participation, chemical dependency treatment and intense case management. Case review hearings initially occur every other week and then become less frequent as parents progress through the program. Incentives are awarded to recognize parents' achievements, and graduated responses are used when parents violate

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<sup>1</sup> <http://www.kingcounty.gov/Prosecutor/truancybecca.aspx>



program rules. It is expected that parents will remain in FTC between 12 months and two years.

The court has many service providers who require perching space while on-site and access to interview rooms to meet with clients. A larger attorney-client conference room for 10 to 14 persons is needed adjacent to the courtroom for counseling sessions. This courtroom is designed for waiting to occur in the courtroom so that families waiting for their case to come up can learn from the preceding cases. The adjacent waiting area needs to be configured to support graduation ceremonies for 30 to 50 people.

The program includes a courtroom at 1,400sf to accommodate a u-shaped well for 11 participants and seating for 40 to 50 spectators. The physical design of the FTC courtroom should be relational, non-confining, and spacious. It should be a bright space with minimal barriers to movement and child friendly. It should be a welcoming space that communicates acceptance, not punishment. Ideally, the courtroom should not contain a rail that divides the spectator space from the well however, this requirement must be balanced with the need to use the courtroom for other functions and with security. The well should be u-shaped and the spectator area should be wide rather than deep. The courtroom must be designed so that domestic violence survivors do not have to be placed physically close to their perpetrators during the hearings. The ultimate design should be informed by input from current and/or past FTC participants.

Juvenile Drug Court – Juvenile Drug Court is an alternative to regular offender court for juveniles charged with certain offenses who have alcohol or drug problems. Juveniles receive treatment, have frequent testing to see if they are using alcohol/drugs, and have many court hearings before the Juvenile Drug Court Judge, sometimes as often as weekly. If a juvenile successfully completes the Drug Court program (9 to 24 month program), the charges are dismissed. A team that includes the prosecutor, defense attorney, probation counselor, and community treatment staff works to assist the young person in getting help for their substance abuse while imposing strict limits on their behavior.<sup>2</sup>

The court has many service providers who require perching space while on-site and access to interview rooms to meet with clients. A larger attorney-client conference room for 10 persons is needed adjacent to the courtroom for counseling sessions. Juvenile Drug Court conducts in-custody proceedings in the morning and out-of-custody proceedings in the afternoon. This courtroom is designed for waiting to occur in the courtroom so that juveniles waiting for their case to come up can learn from the preceding cases.

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<sup>2</sup> <http://www.kingcounty.gov/courts/JuvenileCourt/juvdc.aspx>





The program includes a 1,600sf courtroom for Becca and Juvenile Drug Court cases. Drug Court requires a u-shaped well for 15 participants and seating for 50 spectators. The physical design of the Juvenile Drug Court courtroom should be relational, non-confining, and spacious. It should be a bright space with art that reflects the communities and youth that we serve with minimal barriers to movement. It should be a welcoming space for youth, families and community providers. The well should be u-shaped and flexible, the spectator area wide rather than deep. If graduations are to be held in the courtroom, flexibility to remove the benches is desired. As with Family Treatment Court, the design should be informed by input from current and /or past participants.

**Space List.** A total of 8,943 BGSF is proposed for this component.

Table 2-12  
**Spatial Allocation for Becca & Treatment Courts**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>3.300 Becca and Treatment Courts</b>					
3.301	Becca/ Juvenile Drug Court Treatment Courtroom	1	1,600	<b>1,600</b>	Center bench with clerk & coordinator either side of judge; witness area; well w/ flexible furniture at 6 for Becca and 15 U-shape for Drug Court; 50-60 flexible spectator seating.
3.302	Family Treatment Courtroom	1	1,400	<b>1,400</b>	Center bench with clerk & coordinator either side of judge; witness area; u-shape well w/ flexible furniture for 11; 40-50 flexible spectator seating; reassigned from Chief Juvenile/Offender Courts.
3.303	Sound Lock/Vestibule	2	80	<b>160</b>	1 per courtroom.
3.304	Courtroom Electronic Equipment	2	50	<b>100</b>	1 per courtroom.
3.305	Courtroom Exhibit Storage	2	25	<b>50</b>	1 per courtroom.
3.306	Courtroom Holding/Interview	1	300	<b>300</b>	1 per 2 crtms - 2 cells/2 interv. rooms (per DJAD, if on first floor can remove).
3.307	Courtroom Public Waiting (30)	2	450	<b>900</b>	Table and chairs, secured; observable by staff.
3.308	Meeting Room Larger	2	160	<b>320</b>	1 per courtroom.
3.309	Meeting Room Smaller	2	140	<b>280</b>	1 per courtroom.
<b>Department Net Area</b>				<b>5,110</b>	
Grossing Factor			25%	1,278	
<b>Department Gross Area</b>				<b>6,388</b>	
Building Grossing Factor			40%	2,555	
<b>TOTAL AREA for DEPENDENCY COURTS</b>				<b>8,943</b>	

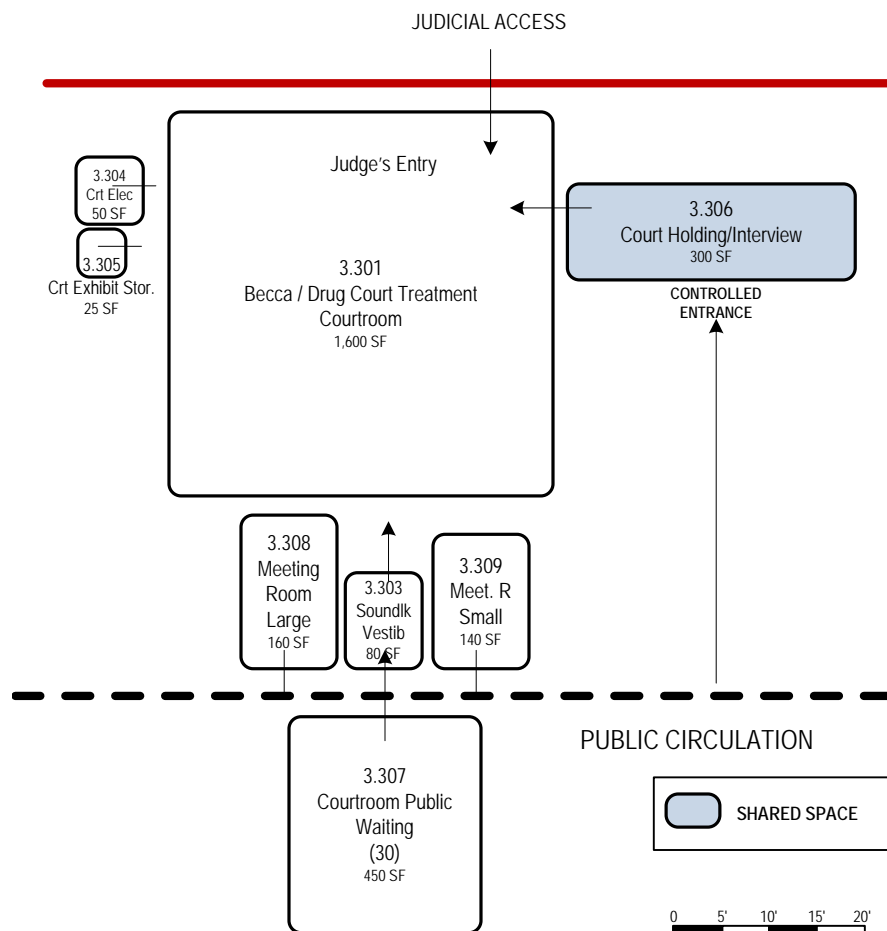


**Adjacency.** – The Becca/Juvenile Drug Courtroom must be located close to Central Juvenile Holding to allow for the efficient transfer of in-custody youth by detention staff for Juvenile Drug Court. Proximity to the UA Room is very important and should be in an easily accessible area that still allows privacy, with card key access. The courtroom can be located adjacent to offender courtrooms. Becca and Drug Court Treatment staff need close access to the courtroom.

The Family Treatment Courtroom should be located with the Dependency Courts. It should also be adjacent to the Family Treatment Court staff.

Figure 2-16a  
Critical Spatial Relationship for Becca Court

Becca Courtroom

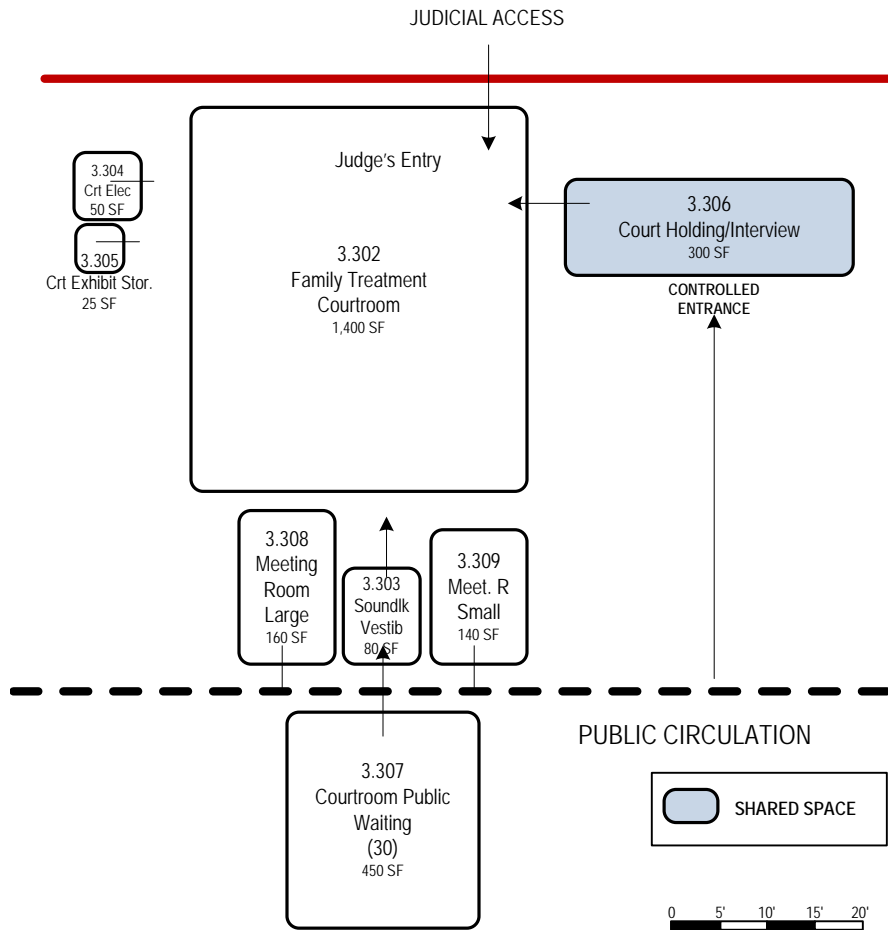




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Figure 2-16b  
Critical Spatial Relationship for Treatment Court

Treatment Courtroom





### 3.400 Judicial Offices

**Component Description.** Based on the preferred facility concept, two judicial collegial suites (sized at six and four chambers) for judicial officers, associated bailiffs, and support spaces have been developed. Judicial chambers will contain built-in (but adjustable) furniture for the desk and bookshelves. Sufficient space should be provided for chambers to accommodate incidental furniture (such as a small table and chairs or a sofa). To the greatest extent possible, judicial chambers should appear identical in appearance and all should have equivalent access to natural light and views.

Bailiffs may be located in open workstations provided that the workstations are arranged to provide adequate noise mitigation for both fellow bailiffs and for the judicial officers.

A Judicial Robing Room (Office) and Restroom is included for any courtroom not located on a judicial collegial suite floor. A Judicial Conference Room and Judicial Break Room will be shared by all judicial officers.

**Space List.** A total of 10,221 BGSF is proposed for this component.

Table 2-13  
**Spatial Allocation for Judicial Officers**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>3.400 Judicial Offices</b>					
	<b>6 Judicial Officer Suite</b>				
3.401	Reception	4	20	<b>80</b>	
3.402	Judicial Chambers	6	300	<b>1,800</b>	Private office with built-in/ adjustable work area with bookshelves; table & chairs or couch.
3.403	Bailiff	6	80	<b>480</b>	Workstation.
3.404	Copy/Supply Room	1	100	<b>100</b>	
3.405	File Area	12	6	<b>72</b>	File cabinets in open work area; 1 per Judge.
3.406	Coffee Counter	1	60	<b>60</b>	Counter w/ sink, refrigerator, microwave.
3.407	Male Restroom	1	120	<b>120</b>	Includes 3 stalls.
3.408	Female Restroom	1	120	<b>120</b>	Includes 3 stalls.
	<b>6 Suite Subtotal</b>			<b>2,832</b>	



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Table 2-13 (continued)  
**Spatial Allocation for Judicial Officers**

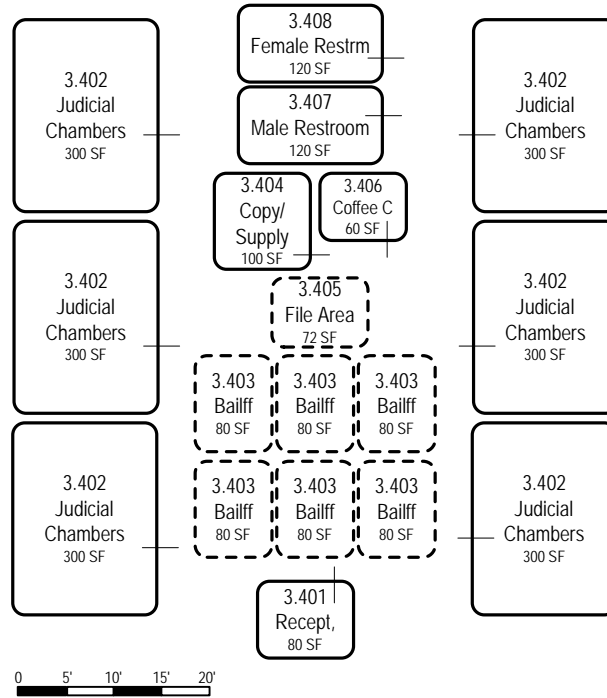
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>3.400 Judicial Offices</b>					
<b>4 Judicial Officer Suite</b>					
3.409	Reception	2	20	<b>40</b>	
3.410	Judicial Chambers	4	300	<b>1,200</b>	Private office with built-in/ adjustable work area with bookshelves; table & chairs or couch.
3.411	Bailiff	4	80	<b>320</b>	Workstation.
3.412	Copy/Supply Room	1	100	<b>100</b>	
3.413	File Area	4	6	<b>24</b>	File cabinets in open work area; 1 per Judge.
3.414	Coffee Counter	1	60	<b>60</b>	Counter w/ sink, refrigerator, microwave.
3.415	Male Restroom	1	80	<b>80</b>	Includes 2 stalls.
3.416	Female Restroom	1	80	<b>80</b>	Includes 2 stalls.
<b>4 Suite Subtotal</b>				<b>1,904</b>	
<b>1st Floor Courtrooms</b>					
3.417	Presiding Judicial Office	1	140	<b>140</b>	Robing room.
3.418	Judicial Office	1	120	<b>120</b>	Robing room.
3.419	Judicial Restroom	2	50	<b>100</b>	
<b>1st Floor Subtotal</b>				<b>360</b>	
<b>Shared Space</b>					
3.420	Judicial Conference Room	1	400	<b>400</b>	Moved Judicial Conference/Break from Shared Meeting Spaces; audio visual equipped.
3.421	Judicial Break Room	1	120	<b>120</b>	Moved Judicial Conference/Break from Shared Meeting Spaces; counter with sink, coffee, refrigerator, & microwave; table & chairs; adjacent to conference room.
<b>Shared Space Subtotal</b>				<b>520</b>	
<b>Department Net Area</b>				<b>5,616</b>	
Grossing Factor			30%	1,685	
<b>Department Gross Area</b>				<b>7,301</b>	
Building Grossing Factor			40%	2,920	
<b>TOTAL AREA for JUDICIAL OFFICES</b>				<b>10,221</b>	

**Adjacency.** Judicial collegial suites of 4 and 6 judicial officers should be connected to courtrooms from the restricted, staff access side on each court floor. A Judicial Robing Room and Restroom should be adjacent to any courtroom not located on a collegial suite floor. The Judicial Conference Room and Break Room should be centrally located to all judicial officers from the restricted, staff access side.

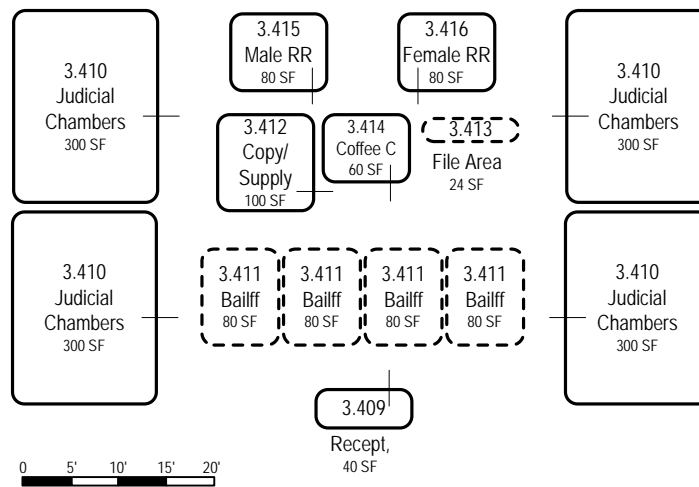


Figure 2-17  
Critical Spatial Relationship for Judicial Offices

6 Judicial Officer Suites



4 Judicial Officer Suites

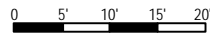
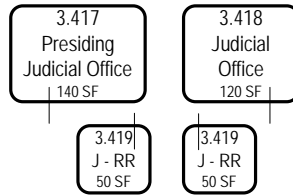




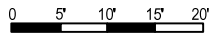
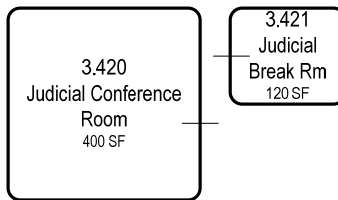
**King County**

Figure 2-17 (continued)  
**Critical Spatial Relationship for Judicial Offices**

**1<sup>st</sup> Floor Courtrooms**



**Shared Space**





## 4.000 Juvenile Court Administration

**Component Description.** Juvenile Court Administration consists of Administration and Reform Initiatives.

Administration – This group provides administrative, support, management, and training functions for Juvenile Court excluding Dependency. The Director and Division Managers are centralized for frequent, collaborative meetings. This is an executive office with a combination of private offices and open workstations. Administration requires direct access to a shared meeting room for up to 8-12 persons for frequent internal staff meetings and visitor meetings.

Reform Initiatives – This group from the Office of Performance, Strategy and Budget is housed with Administration to provide coordination and analytical support for the Juvenile Justice Operational Master Plan and other cross-system, multi-agency juvenile justice reform efforts.

**Space List.** The spaces included in this component are primarily staff work and shared support areas. A total of 2,719 BGSF is proposed for Juvenile Court Administration.





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Table 2-14  
**Spatial Allocation for Juvenile Court Administration**

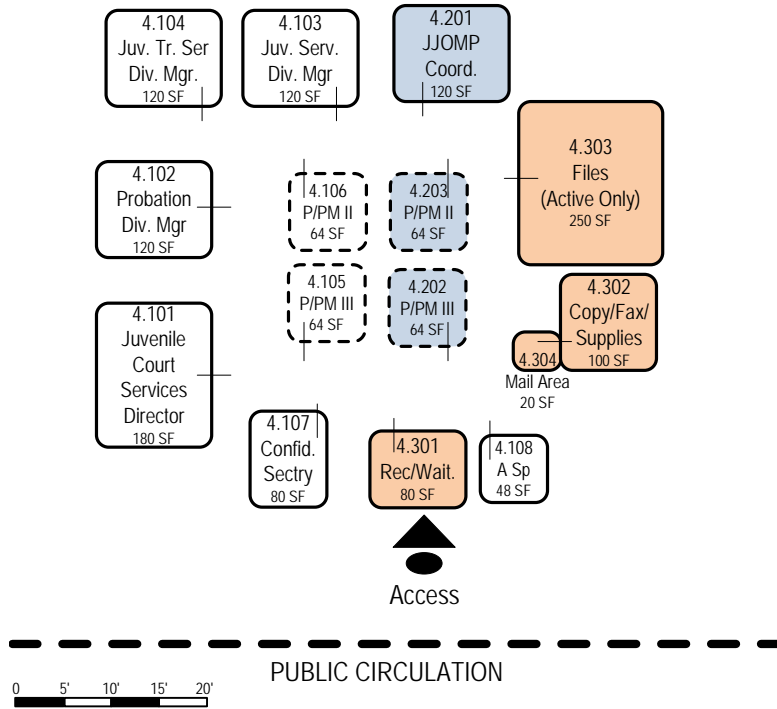
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>4.100 Administration</b>				<b>Central to Staff &amp; Chief Judge</b>	
4.101	Juvenile Court Services Director	1	180	180	Need access to conference room for 8 persons.
4.102	Probation Div. Manager	1	120	120	Private office.
4.103	Juvenile Services Div. Manager	1	120	120	Private office.
4.104	Juvenile Treatment Svc. Div Mgr.	1	120	120	Private office.
4.105	Project/Program Manager III	1	64	64	Workstation.
4.106	Project/Program Manager II	1	64	64	Workstation; currently 1.
4.107	Confidential Secretary	1	80	80	w/waiting; pers. files; printer/fax.
4.108	Admin Specialist	1	48	48	Move EBP Admin position.
<b>Department Net Area</b>				<b>796</b>	
Grossing Factor			30%	239	
<b>Department Gross Area</b>				<b>1,035</b>	
<b>4.200 Reform Initiatives, Analysts, Evaluators</b>					
4.201	JJOMP Coordinator (OMB)	1	120	120	Private office.
4.202	PPM III	1	64	64	Workstation.
4.203	PPM II	1	64	64	Workstation; currently 1.
<b>Department Net Area</b>				<b>248</b>	
Grossing Factor			30%	74	
<b>Department Gross Area</b>				<b>322</b>	
<b>4.300 Shared Space</b>					
4.301	Reception/Waiting	1	80	80	
4.302	Copy/Fax/Supplies	1	100	100	
4.303	Files (active only)	1	250	250	Must be accessible storage.
4.304	Mail Area	1	20	20	Include in Copy Room, accessible to staff.
<b>Department Net Area</b>				<b>450</b>	
Grossing Factor			30%	135	
<b>Department Gross Area</b>				<b>585</b>	
<b>Total Juvenile Court Administration Gross Area</b>				<b>1,942</b>	
Building Grossing Factor			40%	777	
<b>TOTAL AREA for JUVENILE COURT ADMINISTRATION COMPONENT</b>				<b>2,719</b>	

**Adjacency.** Juvenile Court Administration functions need to be centrally located to all staff and court programs and convenient to the Chief Juvenile Judge. Staff require access to a shared conference room for 12 persons for frequent meetings, shared staff break areas, and shared staff restrooms.



King County

Figure 2-18  
Critical Spatial Relationship for Juvenile Court Administration





## 5.000 Juvenile Probation Services

**Component Description.** Probation Services provides a range of services to court-involved youth. “The goal of probation is to provide community safety, accountability and treatment to all youth who fall under the supervision of juvenile court. Probation is there to help youth successfully fulfill court-ordered supervision and to prevent their return to the court system. Youth are placed on standardized probation for up to one year for a crime they have either been found guilty of or entered a plea of guilty” (<http://www.kingcounty.gov/courts/JuvenileCourt/probation.aspx>).

Intake – Intake Unit staff conduct initial interviews, hold diversion hearings, monitor new youth in detention, prepare files for transfer to supervision, and conduct the Short Risk Needs Assessment. Once a juvenile is referred to court on a criminal matter, they are assigned to a Juvenile Probation Counselor (JPC). During intake interviews, the JPC gathers sensitive, confidential information on the youth and family. JPCs meet with clients right after court and usually have 4 to 5 appointments a day. A typical interview involves 3 people and can last 30 minutes to 2 hours. If the family requires interpreters, the group can be as large as 10 people. Interview rooms must be provided to accommodate larger groups. Interview rooms must have computer and phone access and be warm and client-friendly.

City Unit/Supervision – The Supervision Unit provides community court-ordered supervision to youth who live within Seattle. JPC’s are assigned the youth’s case after Intake and can have the case for 6 months to 2 years. Staff conduct a 4 hour risk assessment for each youth and develop treatment plans. The Unit needs access to a UA bathroom 2 to 3 times a day and access to large interview rooms for meeting with families. Space is needed for a professional to come and conduct drug and alcohol evaluations. Space is required to accommodate sex offender meetings for groups of 5 to 6 persons with sufficient space for a contractor who brings in a polygraph. Staff work mostly in the office in the morning and in the field in the afternoon.

Community Programs/Restitution – This group coordinates with other county agencies to provide community services and work-related activities to court involved youth. Staff meet with kids and families and need access to interview rooms and a shared meeting room for 8 to 10 people. Community Programs receives referrals from the Supervision Unit. The Restitution Monitor is a clerical function that creates the file to monitor completion of court-ordered obligations in the community. The Community Programs Unit maintains about 6 file cabinets of grant information in staff work areas.

Records – The Records Unit maintains the social service case files for youth on Probation. The Unit has a major scanning effort underway and plans to have all active files scanned by September of 2013. As a result of the introduction of electronic records, a reduction in staff from 3.5 positions to 1.5 is projected. Staff enter records into two systems – state and county.



Records should be central to all Probation units, as it serves as a point-of-entry for records scanning.

Evidence Based Programs & Student/Intern Unit – This unit refers juveniles and families to three evidence-based programs to juveniles and families: aggression replacement training (ART), functional family therapy (FFT), and multi-systemic therapy (MST). Staff administer a risk assessment tool, develop the associated service plan, and monitor compliance and results. The unit includes an intern program for social work programs.

Warrants - The Warrant Unit interacts with the Prosecuting Attorney, Clerk, and Detention groups and picks-up, processes, and enters warrants. Staff present the original warrant to the Law Enforcement officer in Detention. The Warrant work contains secure database connections and must be in a secure, controlled access room with an area for a computer, printer, resource books, and paper warrants. Federal requirements include that the work area be out of public view with no unauthorized access and special key access.

Screening – The Screening Unit operates 24/7 responding to police requests to place juveniles in detention and is located in Detention Intake. Screeners interview all youth presented to detention, administer the Detention Risk Assessment Instrument, generate reports, and facilitate release. Note, the program for this unit is located in the juvenile detention program.

The Probation Units (except for Screening) benefit from a close adjacency to each other and the sharing of common spaces. The reception/check-in process should be user-friendly. Interview rooms need to be equipped with a computer and phone and need to create a friendly, personable environment.

**Space List.** The spaces included in this component are primarily public areas of reception, waiting, and staff work areas. A total of 11,246 BGSF is proposed for Probation Services.



**King County**

Table 2-15  
**Spatial Allocation for Juvenile Probation Services**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>5.100 Consolidated Intake Unit</b>		<b>Near Chief Juvenile Courtroom</b>			
5.101	JPC	14	100	<b>1,400</b>	Private office; duress alarm.
5.102	JPC Supervisor	1	100	<b>100</b>	Private office; duress alarm.
5.103	Chemical Dependency Professional	1	100	<b>100</b>	Move from JJAT; private office; duress alarm.
5.104	Adm. Specialist	2	48	<b>96</b>	Workstation; duress alarm; observe reception counter.
<b>Department Net Area</b>				<b>1,696</b>	
Grossing Factor			30%	509	
<b>Department Gross Area</b>				<b>2,205</b>	
<b>5.200 City Unit/Supervision</b>		<b>Near City Unit/Supervision; Need Access to Interview Rooms.</b>			
5.201	JPC	8	100	<b>800</b>	Private office; duress alarm.
5.202	JPC Supervisor	1	100	<b>100</b>	Private office; duress alarm.
5.203	Adm. Specialist	1	48	<b>48</b>	Workstation; duress alarm; observe reception counter.
<b>Department Net Area</b>				<b>948</b>	
Grossing Factor			30%	284	
<b>Department Gross Area</b>				<b>1,232</b>	
<b>5.300 Community Program/Restitution Monitor</b>		<b>Near City Unit/Supervision; Need Access to Interview Rooms.</b>			
5.301	Youth Program Specialist	5	64	<b>320</b>	Workstation; use interview rooms.
5.302	JPC Supervisor	1	100	<b>100</b>	Private office; duress alarm.
5.303	Restitution Monitor	1	64	<b>64</b>	Workstation.
5.304	Storage Closet	1	80	<b>80</b>	Storage for kids equipment (rain boots, coats, etc.).
<b>Department Net Area</b>				<b>564</b>	
Grossing Factor			30%	169	
<b>Department Gross Area</b>				<b>733</b>	
<b>5.400 Records Unit</b>		<b>Near Probation Intake</b>			
5.401	Adm. Specialist	1	48	<b>48</b>	Workstation.
5.402	Supervisor	1	80	<b>80</b>	Workstation.
5.403	Archiving Workspace & Scanner	1	80	<b>80</b>	Scanner & work table.
5.404	File storage	1	39	<b>39</b>	
5.405	Copy/Fax/Supplies	1	120	<b>120</b>	
<b>Department Net Area</b>				<b>367</b>	
Grossing Factor			30%	110	
<b>Department Gross Area</b>				<b>477</b>	
<b>5.500 Evidence Based Programs &amp; Student Intern Unit</b>		<b>Near Probation Intake</b>			
5.501	Lead JPC	1	100	<b>100</b>	Private office; duress alarm.
5.502	Juvenile Services Technician	1	64	<b>64</b>	Name change from CSO; workstation; use interview rooms; request for private office.
5.503	Intern Desks	5	36	<b>180</b>	Workstation.
<b>Department Net Area</b>				<b>344</b>	
Grossing Factor			30%	103	
<b>Department Gross Area</b>				<b>447</b>	



**King County**

Table 2-15 Continued  
**Spatial Allocation for Juvenile Probation Services**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>5.600 Warrants</b>		<b>Locate with other Probation staff</b>			
5.601	WACIC Coordinator	1	100	100	Secure/ controlled access, secure IT connection & printer, secure files & reference materials.
<b>Department Net Area</b>				<b>100</b>	
Grossing Factor			30%	30	
<b>Department Gross Area</b>				<b>130</b>	
<b>5.700 Shared Space</b>					
5.701	Reception/Waiting	1	700	700	Combine all Probation reception & JJAT quiet waiting ; high volume; come from court; counter w/ glazing, sliding door & paper pass-through; observable from Admin Specialists; JJAT and Step-Up to share.
5.702	Interview Room Large	3	140	420	Phone & computer access; duress alarms & some glazing to allow for observation from hall; move 1 from JJAT.
5.703	Interview Room Small	3	120	360	Phone & computer access; duress alarms & some glazing to allow for observation from hall.
5.704	UA Sample Room	1	80	80	Toilet, sink, cabinet, counter; key card access for controlled access by staff.
5.705	JPC "Hot" Workstations for Field Staff	5	36	180	Phone & computer/laptop.
5.706	Copy/Fax/Supplies	1	180	180	Add space from JJAT.
5.707	Mail Area	1	20	20	In copy room.
5.708	Break Room	1	220	220	Counter with sink, refrigerator, microwave; table & chairs; add space from JJAT.
<b>Department Net Area</b>				<b>2,160</b>	
Grossing Factor			30%	648	
<b>Department Gross Area</b>				<b>2,808</b>	
<b>Total Probation Services Gross Area</b>				<b>8,033</b>	
Building Grossing Factor			40%	3,213	
<b>TOTAL AREA for PROBATION SERVICES COMPONENT</b>				<b>11,246</b>	

**Adjacency.** All units of Probation Services except Screening should be located together. As youth come directly from the Chief Juvenile (first appearance) Court, a close adjacency to this courtroom is needed.

The Partnership for Youth Justice, Clerk’s Step-Up Program, and Juvenile Justice Assessment Team should be located with Probation Services and can share the reception and support spaces

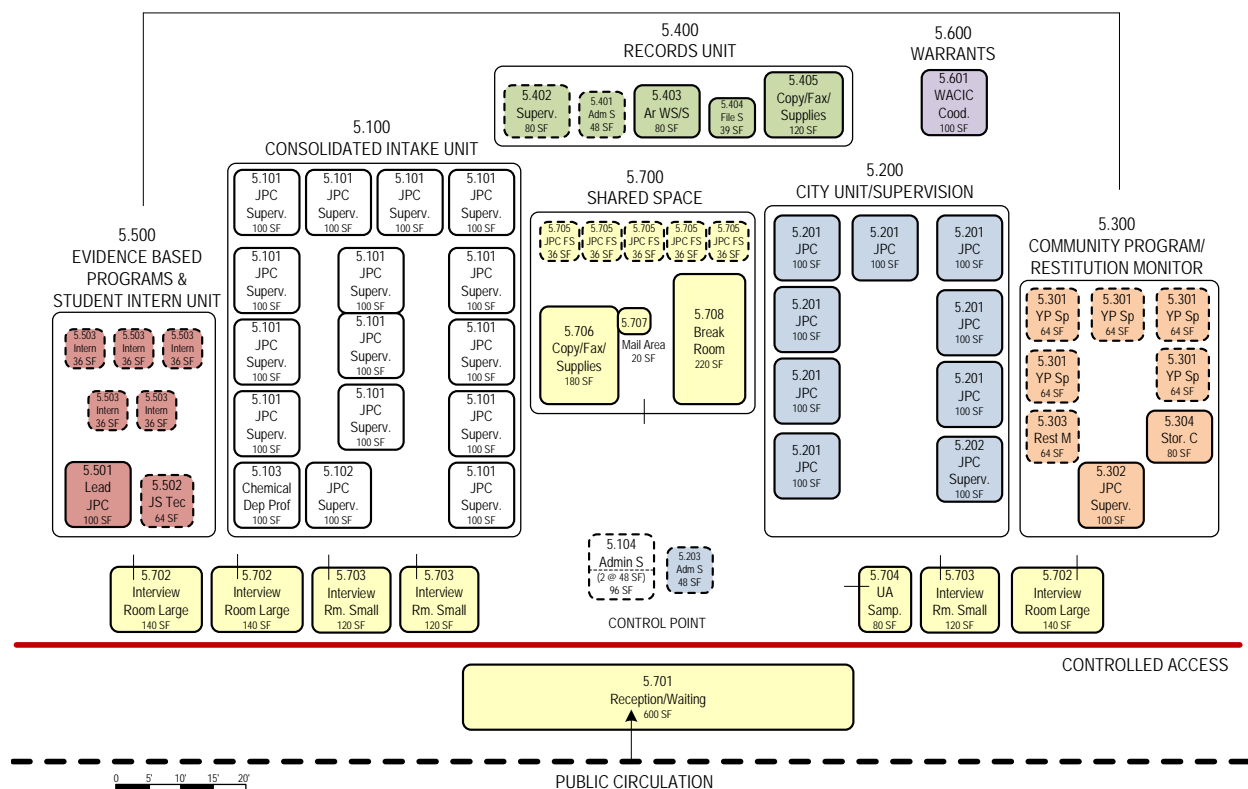
A wide Reception Counter serves as a barrier between public Reception/Waiting and access to staff. Administrative Specialists observe the Reception Counter from their respective workstations. There is future potential for an electronic check-in system. Controlled access is



provided from the waiting area to staff areas. Interview Rooms should be equipped with duress alarms and incorporate glazing to allow for a degree of visibility from the hallway. Staff require access to a shared conference room for volunteer training and staff meetings, shared staff break areas, and shared staff restrooms.

Screening must be within the secure perimeter of juvenile detention intake with access to interview rooms. Probation offices should have duress alarms since they meet with clients in their space. The UA Sample Room should be outside of the secured portion of Probation so it can be accessed by other groups with card key access if necessary.

Figure 2-19  
**Critical Spatial Relationship for Probation Services**





## 6.000 Treatment Services

Treatment Services includes evidence-based services to support the Juvenile Drug Court and Family Treatment Court and the Juvenile Justice Assessment Team (JJAT).

### 6.100 Juvenile Drug Court

**Component Description.** The Juvenile Drug Court program is non-adversarial and resource-intensive requiring frequent court appearances. The program utilizes a screening and assessment tool. The youth is given a plan for the week and there are stages until completion. Treatment staff provide intake and supervision to program participants and facilitate referrals to community service providers. Counselors need private space to assist in de-escalation with clients. The collection of urinalysis (UA) samples is observed by staff on-site, then processed off-site by a contractor.

**Space List.** A total of 1,580 BGSF is proposed for this component.

Table 2-16  
Spatial Allocation for Juvenile Drug Court

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>6.100</b>	<b>Juvenile Drug Court</b>				<b>Near Drug courtroom &amp; Probation</b>
6.101	Reception/Waiting	6	20	120	Controlled access from public corridor; books and information display.
6.102	Juvenile Probation Counselor (JPC)	4	100	400	Private office; locked file cabinet.
6.103	Drug Court Supervisor	1	100	100	Private office; locked file cabinet.
6.104	Adm. Specialist	1	48	48	Adjacent to public waiting; locked file
6.105	Chemical Dependency Professional	1	100	100	Private office; locked file cabinet.
6.106	Social Services Program Coordinator	1	100	100	Private office; locked file cabinet.
<b>Department Net Area</b>				<b>868</b>	
Grossing Factor			30%	260	
<b>Department Gross Area</b>				<b>1,128</b>	
Building Grossing Factor			40%	451	
<b>TOTAL AREA for JUVENILE DRUG COURT</b>				<b>1,580</b>	

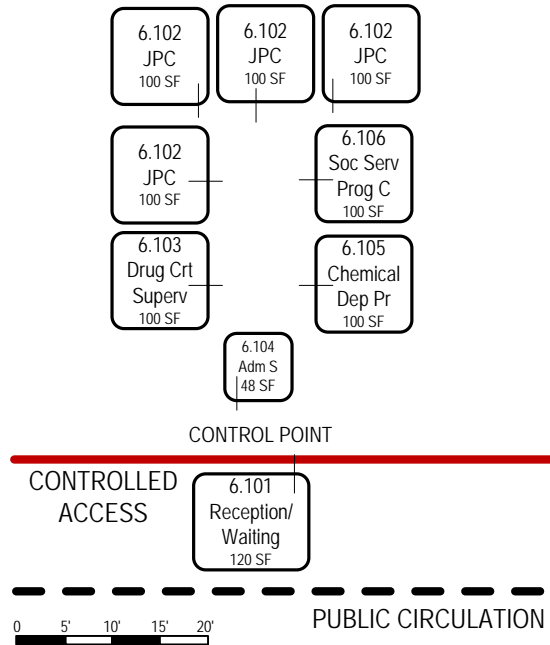
**Adjacency.** Juvenile Drug Court program staff need to be near the Drug Treatment Courtroom and Probation. Staff need access to a UA room, shared meeting room for staff meetings, shared staff break areas, and shared staff restrooms.





**King County**

Figure 2-20  
**Critical Spatial Relationship for Juvenile Drug Court**





## 6.200 Family Treatment Court

**Component Description.** The Family Treatment Court program is non-adversarial and resource-intensive requiring frequent court appearances. The program utilizes a screening and assessment tool. The family is given a plan for the week and there are stages until completion. Treatment staff provide intake and supervision to program participants and facilitate referrals to community service providers. Counselors need private space to assist in de-escalation with clients. The collection of urinalysis (UA) samples is observed by staff on-site, then processed off-site by a contractor.

**Space List.** A total of 1,689 BGSF is proposed for this component.

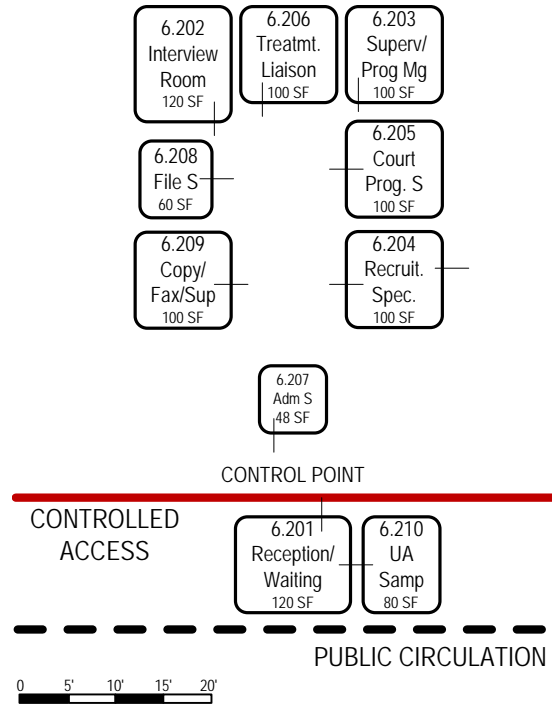
Table 2-17  
Spatial Allocation for Family Treatment Court

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>6.200</b>	<b>Family Treatment Court</b>				<b>Near Family Treatment Courtroom</b>
6.201	Reception/Waiting	6	20	120	Controlled access from public corridor; books and information display.
6.202	Interview Room	1	120	120	1 per 2 staff; phone & computer access; duress alarm
6.203	Supervisor/Program Manager	1	100	100	Private office
6.204	Recruitment Specialist	1	100	100	Private office.
6.205	Court Program Specialist	1	100	100	Private office.
6.206	Treatment Liaison	1	100	100	Private office.
6.207	Adm. Specialist	1	48	48	Adjacent to public waiting
6.208	File Storage	1	60	60	
6.209	Copy/Fax/Supplies	1	100	100	
6.210	UA Sample Room	1	80	80	Toilet, sink, cabinet, counter; also used by Probation; discreet location near courtroom; key card access since single access toilet.
<b>Department Net Area</b>				<b>928</b>	
Grossing Factor			30%	278	
<b>Department Gross Area</b>				<b>1,206</b>	
Building Grossing Factor			40%	483	
<b>TOTAL AREA for FAMILY TREATMENT COURT</b>				<b>1,689</b>	

**Adjacency.** Program staff need to be near the Family Treatment Courtroom. Staff also need access to a space to conduct graduation ceremonies for 20 to 30 persons (may be the courtroom lobby), shared meeting room for staff meetings, shared staff break areas, and shared staff restrooms. The UA Sample Room should be outside of the controlled office area so it can be accessed by other groups with card key access if necessary.



Figure 2-21  
Critical Spatial Relationship for Family Treatment Court





### 6.300 Juvenile Justice Assessment Team

**Component Description.** The Juvenile Justice Assessment Team (JJAT) was created in 2009 as part of the King County Mental Illness and Drug Dependency Action Plan to increase the availability of mental health and chemical dependency assessments for youth entering the juvenile justice system. Any youth with a current, active case in Juvenile Court is eligible for a referral to JJAT.

The Team provides assessments to help provide a pathway and referral to appropriate care and programs for youth, with the overall result of reducing health care costs and criminal justice involvement. JJAT has a requirement to provide 500 service coordination referrals a year. JJAT is currently located offsite. Relocating this function into the Courthouse will likely increase the demand for assessment services. A risk assessment tool is used to predict repeat offender behavior and to determine the services and programs needed. The assessment process can take 3 to 4 hours. The Team collaborates with multiple community providers like Public Health, who require “perching” space while on-site (provided in the Resource Center).

The Team consists of Chemical Dependency Professionals, Mental Health Liaisons, a Psychologist and support staff. A Substance Abuse Screener from the team is located with Juvenile Probation and provides chemical dependency screening.

All phone and in-person conversations are confidential. Staff work areas need privacy for phone calls, and staff need access to interview rooms. The setting is clinical, so a round table is preferred. People with certain mental health problems need to wait and meet in a quiet, low-stress environment with minimal distractions. Overall, the environment needs to be rehabilitative and supportive and not punitive.

**Space List.** A total of 1,660 BGSF is proposed for this component.



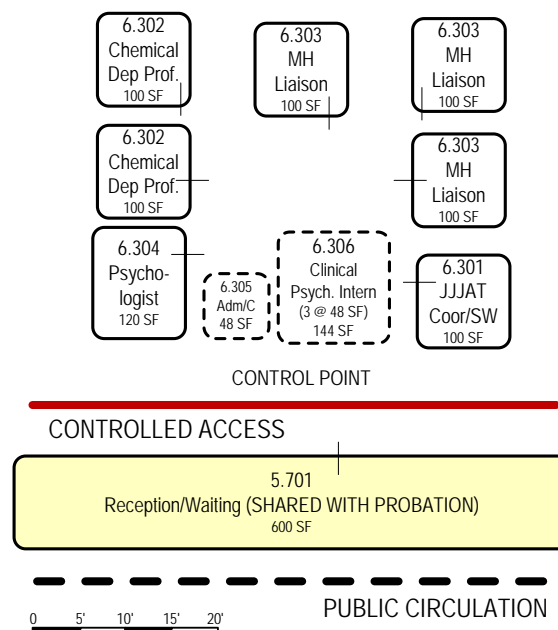
King County

Table 2-18  
Spatial Allocation for Juvenile Assessment Team

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>6.300 Juvenile Justice Assessment Team (JJAT)</b>				<b>Locate with Probation</b>	
6.301	JJAT Coordinator/Social Worker	1	100	100	Private office; duress alarm.
6.302	Chemical Dependency Professionals	2	100	200	Private office; 1 additional position in Probation.
6.303	MH Liaisons	3	100	300	Private office.
6.304	Psychologist	1	120	120	Private office; duress alarm & closed circuit TV.
6.305	Admin./Clerical	1	48	48	Workstation.
6.306	Clinical Psychologist Intern	3	48	144	Workstation
<b>Department Net Area</b>				<b>912</b>	
Grossing Factor			30%	274	
<b>Department Gross Area</b>				<b>1,186</b>	
Building Grossing Factor			40%	474	
<b>TOTAL AREA for JUVENILE JUSTICE ASSESSMENT TEAM</b>				<b>1,660</b>	

**Adjacency.** JJAT needs to be in a public, accessible location where one can seek services without feeling any repercussions. JJAT is to be collocated with Juvenile Probation and share reception and staff support areas. Physical separation between the public areas (reception, waiting, and interview rooms) and staff areas is needed, with controlled access to the staff area. Staff require access to a shared conference room for staff meetings, shared staff break areas, and shared staff restrooms.

Figure 2-22  
Critical Spatial Relationship for Juvenile Assessment Team





## 7.000 Juvenile Services Division

This section includes the following functions under the Juvenile Court Services Division: Partnership for Youth Justice; At-Risk Youth (Becca) Program; and Court Operations.

### 7.100 Partnership for Youth Justice (PYJ)

**Component Description.** PYJ is the Superior Court's diversion program. Its mission is to provide an alternative to the formal court system for youths alleged to have committed certain classification of offenses. By statute, first time juvenile offenders who commit a misdemeanor or gross misdemeanor must be diverted from regular prosecution into the diversion program. The prosecutor has the discretion to divert offenders who commit a misdemeanor a second and third time and may divert some class C felonies. Eligible youth meet with a Community Accountability Board consisting of trained volunteers from the area they live. Currently 22 diversion boards operate throughout the county with about 275 volunteers serving on these boards.

The number of cases has gone down over the past few years from about 5,000 cases to 2,000 cases annually. However, staffing has been stable the last few years.

PYJ staff provide information to clients and families regarding diversion hearings, screen cases to determine program eligibility, answer a high volume of phone calls, locate difficult youth through various systems, generate diversion letters, provide information on established policies and procedures, enter and update data in multiple databases, and service a low volume of walk-in customers.

In addition to coordinating volunteers, staff conduct confidential interviews and hearings with families, usually between 4 to 6 persons. Staff also require access to a large meeting room to train up to 50 volunteers on a quarterly basis. The Administrative Specialist needs a public counter for clients to sit down and review materials. The Finance Screener needs a private office for confidential discussion with families, access to their computer, and a secure area to store checks between deposits at Clerk's office.

**Space List.** A total of 1,114 BGSF is proposed for this component.



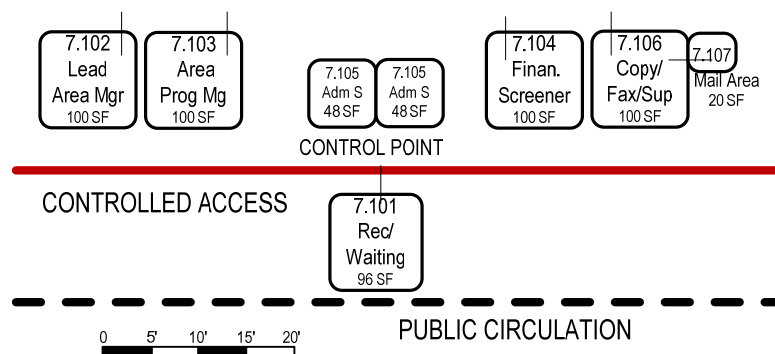
**King County**

Table 2-19  
**Spatial Allocation for Partnership for Youth Justice**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>7.100</b>	<b>Partnership for Youth Justice</b>				<b>Near Probation</b>
7.101	Reception/Waiting	1	96	<b>96</b>	Access from public corridor; share with Probation.
7.102	Lead Area Manager	1	100	<b>100</b>	Private office; conducts hearings; currently 1 staff.
7.103	Area Program Manager	1	100	<b>100</b>	Private office; conducts hearings.
7.104	Financial Screener	1	100	<b>100</b>	Private office; secure area for checks.
7.105	Adm. Specialist	2	48	<b>96</b>	Need public counter.
7.106	Copy/Fax/Supplies	1	100	<b>100</b>	
7.107	Mail Area	1	20	<b>20</b>	In copy room; share with Becca Program.
<b>Department Net Area</b>				<b>612</b>	
Grossing Factor			30%	184	
<b>Department Gross Area</b>				<b>796</b>	
Building Grossing Factor			40%	318	
<b>TOTAL AREA for PARTNERSHIP FOR YOUTH JUSTICE</b>				<b>1,114</b>	

**Adjacency.** PYJ needs to be located near Probation and could share a public lobby with Probation. The Financial Screener should have convenient access to the Probation Intake Unit. Program staff require access to a shared large meeting room to train up to 50 volunteers quarterly, and shared staff break areas and staff restrooms.

Figure 2-23  
**Critical Spatial Relationship for Partnership for Youth Justice**





### 7.200 At-Risk Youth (Becca) Program

**Component Description.** The Becca programs intervene with youth who engage in dangerous behaviors that place them at risk for future involvement in the juvenile justice system, dropping out of school, or out-of-home placement. Case Managers work with families to try to achieve reconciliation. Case Managers mostly meet with the public after court and typically meet with 3 people.

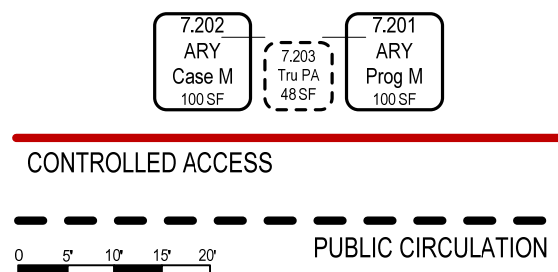
**Space List.** A total of 451 BGSF is proposed for this component.

Table 2-20  
**Spatial Allocation for At-Risk Youth/Becca Program**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>7.200</b>	<b>At-Risk Youth (Becca) Program</b>				<b>Near BECCA courtroom</b>
7.201	ARY Program Manager	1	100	<b>100</b>	Private office.
7.202	ARY Case Manager	1	100	<b>100</b>	Private office.
7.203	Truancy Program Assistant	1	48	<b>48</b>	Workstation.
<b>Department Net Area</b>				<b>248</b>	
Grossing Factor			30%	74	
<b>Department Gross Area</b>				<b>322</b>	
Building Grossing Factor			40%	129	
<b>TOTAL AREA for ARY/BECCA PROGRAM</b>				<b>451</b>	

**Adjacency.** The ARY/Becca program staff need to be located on the same floor as the Becca Court. Staff require access to shared meeting rooms, shared staff break areas, and staff restrooms.

Figure 2-24  
**Critical Spatial Relationship for At-Risk Youth/Becca Program**







### 7.300 Court Operations

**Component Description.** Juvenile Court is mandated to hear all criminal cases filed by the Prosecutor’s Office for youth under 18. Judges assigned to juvenile matters are supported by Court Operations staff that provide case setting, customer service, and supervision duties.

A Case Setting Room is needed near the Chief Juvenile (first appearance) Court for the Case Setting Coordinator to conduct daily negotiations with defense attorneys and prosecutors on the court schedule. These negotiations involve 10 to 12 persons and can last up to 4 hours. The Case Setting Coordinator requires access to a computer and forms during these discussions.

Court Program Specialists cover the Public Check-in Counter (2.106) under Juvenile Offender Courts and facilitate proceedings in the Offender and Becca Courtrooms. If the Court Program Specialists’ workstations are not located on the same floor as the Chief Juvenile Court, a perching space adjacent to that courtroom is required.

Court Operations staff also require access to active judicial working files centrally located within the Judicial Suites.

**Space List.** A total of 1,085 BGSF is proposed for this component.

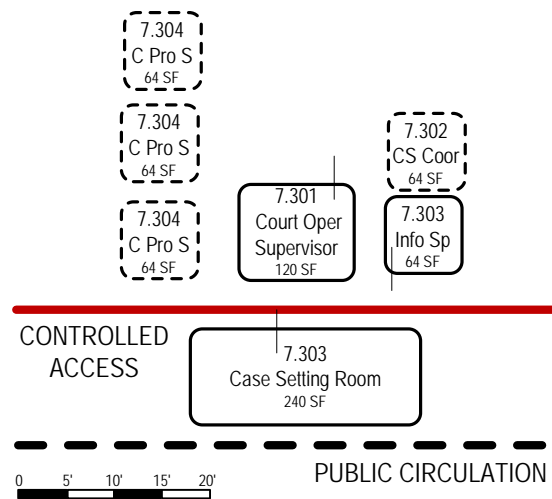
Table 2-21  
**Spatial Allocation for Court Operations**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>7.300</b>	<b>Court Operations</b>				<b>At Courtrooms</b>
7.301	Court Operations Supervisor	1	100	<b>100</b>	Private office.
7.302	Case Setting Coordinator	1	64	<b>64</b>	Workstation.
7.303	Case Setting Room	1	240	<b>240</b>	10-12 person room near Chief Juvenile Courtroom; access to computer & forms.
7.304	Court Program Specialist	3	64	<b>192</b>	Workstation.
<b>Department Net Area</b>				<b>596</b>	
Grossing Factor			30%	179	
<b>Department Gross Area</b>				<b>775</b>	
Building Grossing Factor			40%	310	
<b>TOTAL AREA for COURT OPERATIONS</b>				<b>1,085</b>	



**Adjacency.** The staff could be collocated in a suite convenient to the Offender and Becca Courtrooms. Staff require access but do not need to be directly connected to the Public Check-in Counter and Case Setting Room, both near the Chief Juvenile (first appearance) Courtroom, and to shared staff break areas and staff restrooms. The Case Setting Room needs to be off the main circulation corridor so it can be accessed by other staff when not being used for case setting.

Figure 2-25  
**Critical Spatial Relationship for Court Operations**





## 8.000 Dependency CASA

**Component Description.** The Dependency Court Appointed Special Advocate (CASA) program is the Superior Court managed volunteer program for Juvenile Dependency cases. The juvenile statutes mandate that children have a CASA appointed. A Court Appointed Special Advocate (CASA) is a trained volunteer who represents the best interests of children as they are taken through the legal process. Trained volunteers investigate the case and inform the court, help identify resources to address a child's special needs, and recommend temporary and permanent plans for the child.

Program staff recruit, train, organize, and support the volunteers. The program currently has about 350 volunteers, with staff training annually. Each volunteer must receive 28 hours of mandatory training. So access to a shared, large meeting room to conduct training for up to 40 persons 4 times a year is required. Staff review and edit reports received from volunteers before filing them with the Clerk. In addition to coordinating volunteers, staff and volunteers conduct confidential phone calls and interviews with clients at the office. If these meetings are to occur in central interview rooms, they need to be equipped with computer and phone access and also need to create a friendly, personable environment.

Each CASA volunteer serves as a guardian ad litem, supporting the child through the court process from start to completion, which can take many years in dependency cases. Volunteers generally conduct their work and meetings in the field and then appear at settlement conferences and in court on behalf of the child. When on-site in the courthouse, volunteers need a place to work on a laptop or computer, make copies, make phone calls, and wait between court appearances. As CASA volunteers are in an adversarial role with one or both parents, they need the ability to wait where they will not be confronted. Volunteers wait in the CASA office and also in a designated room adjacent to the Dependency Courtrooms.

**Space List.** The spaces included in this component are public spaces to include waiting, counter, and staff/volunteer areas to include offices/workstations, copy/work room, and storage. A total of 3,554 BGSF is proposed for this component.



**King County**

Table 2-22  
**Spatial Allocation for Dependency CASA**

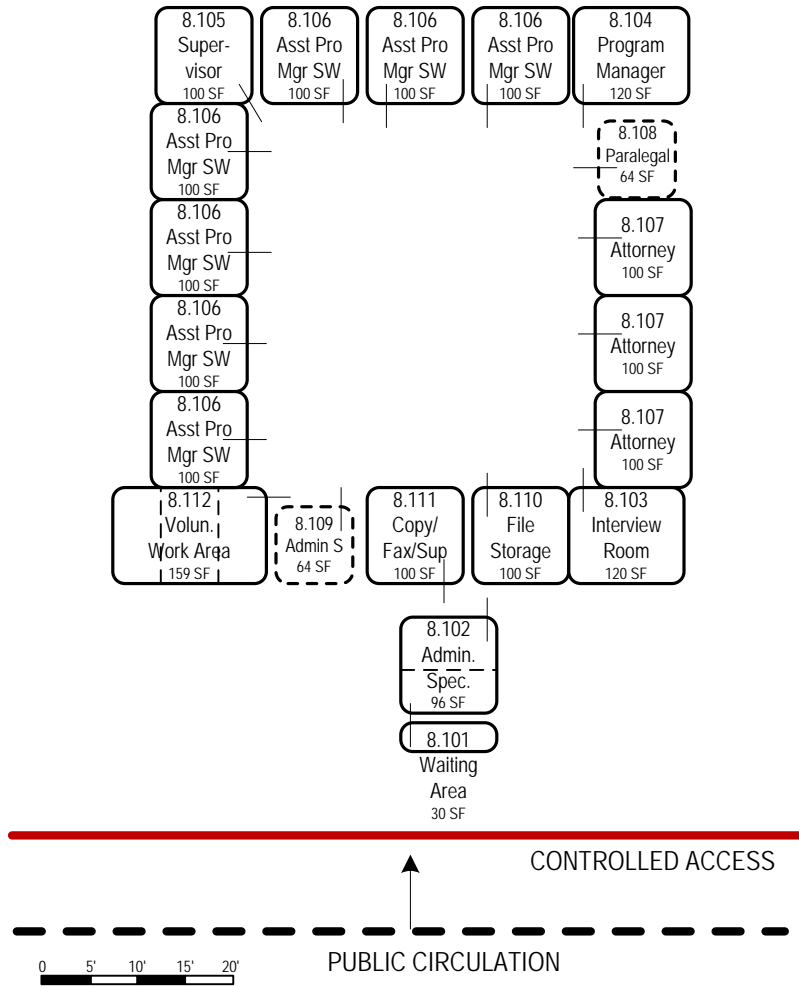
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>8.100</b>	<b>Dependency CASA</b>				<b>Locate near Dependency Courtrooms</b>
8.101	Waiting Area	2	15	30	Controlled access from public corridor.
8.102	Admin Specialist	2	48	96	View to public waiting area.
8.103	Interview Room	1	120	120	For volunteers; confidential conversations for up to 5 persons.
8.104	Program Manager	1	120	120	Private office.
8.105	Supervisor	1	100	100	Private office.
8.106	Asst. Program Managers (Social Wkr.)	7	100	700	Private office; supervise volunteers; currently 6 but 1 to move from MJRC.
8.107	Attorney (incl. GAL - guardian ad litem)	3	100	300	Private office; don't usually see clients.
8.108	Paralegal	1	64	64	Workstation.
8.109	Admin Supervisor	1	64	64	Workstation.
8.110	File Storage	1	100	100	View to public waiting area.
8.111	Copy/Fax/Supplies	1	100	100	
8.112	Volunteer Work Area	3	53	159	Work area for volunteers.
<b>Department Net Area</b>				<b>1,953</b>	
Grossing Factor			30%	586	
<b>Total Dependency CASA Gross Area</b>				<b>2,539</b>	
Building Grossing Factor			40%	1,016	
<b>TOTAL AREA for DEPENDENCY CASA COMPONENT</b>				<b>3,554</b>	

**Adjacency.** As volunteers utilize and wait in the CASA office, the office and the Volunteer Work Area should be in a location convenient to the Dependency Courts. Since visitors to the office are scheduled, the office does not need to be directly accessible/visible by the public and could be located away from the main elevator circulation lobby. Controlled access into the suite Waiting Area from the public corridor is needed. Staff require access to a shared conference room for volunteer training and staff meetings, shared large training room for after work hours volunteer training, shared staff break areas, and shared staff restrooms.



King County

Figure 2-26  
Critical Spatial Relationship for Dependency CASA





## 9.000 Judicial Administration/Clerk

**Component Description.** The Department of Judicial Administration/Clerk serves as the record keeper and customer service provider for the King County Superior Court. The office is open to the public Monday through Friday between 9:00 am and 4:30 pm.

Functions on-site include Cashiering, Case Processing, Records Services, Court Services, and Step-Up Program. Workload is rotated among clerk/office staff between Cashiering, Case Processing and Records. All workstations need dual computer screens. Staff are cross-trained to serve the public counters. Public counters are full work stations. Due to the face to face interaction, counters are to be welcoming with no glazing but configured to provide staff some protection and separation from the public.

The Clerk's staffing and space addition for Phase 2 needs to be adjacent to the Phase I location.

Cashiering - The Clerk manages receipt, disbursement, and accounting of all fees, fines and payments made in court cases. New cases come to the Cashier for payment and are electronically assigned a case number, judge, and schedule. Clerks provide "back office" functions to cashiering to include disbursements pursuant to court orders, return of bail, restitution money, and mail. Staff must count money and prepare banking transactions daily in a controlled access, secure room in the staff area.

Case Processing – The Clerk is responsible for maintaining and managing access to the official Superior Court case records. All filings and papers come to the Clerk. Staff perform data entry for court cases, manage case schedules, audit cases, and manage records. All filings and papers come to the Clerk.

Court Services – A clerk is present at every court hearing to perform in-court record keeping and exhibit management. In the courtroom, the clerk must be positioned within arm's reach of the Judge for passing papers in the most ergonomic position possible and must have a line of sight to all proceeding participants, including witnesses. Exhibits are stored in the courtroom during the day while trials are in progress. The secure exhibit storage room in the Clerk staff area includes a safe to store exhibits of varying sizes. The restricted public viewing room has controlled access and is locked with the viewer inside with a turnstile to pass the exhibit from secure storage.

Records Services – The Clerk facilitates online and in-person access to court records and requests for document copies and enables electronic filing and submission of judicial working copies. Case records, unless sealed or protected, are public records and available for general viewing. The Clerk manages the Electronic Court Records (ECR) Program, scanning all court filings and papers and making them accessible on-line.



The public requests general information, certified copies, case numbers, etc. The public views files and listens to recorded hearings using mostly electronic media. The public use terminals in carrels or listen to audio files. The public may also look at an exhibit in a controlled access viewing room.

Step-Up Program – The Clerk also manages the Step-Up program, a domestic violence counseling program for teens that have been violent with family members. Step-Up staff receive referrals from Probation and meet with juveniles (often in-custody) to assess their eligibility to participate in the program. This program will be housed with Probation.

**Space List.** The spaces included in this component are public spaces to include counters, copier, research terminals, and viewing room and staff areas to include workstations, copiers, records imaging, and exhibit storage. A total of 5,404 BGSF is proposed for the Clerk component.



**King County**

Table 2-23  
**Spatial Allocation for Judicial Administration/Clerk**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>9.100 Management</b>		<b>Locate near Offender Courtrooms</b>			
9.101	Manager Office	1	120	120	Private office.
9.102	Lead	1	48	48	Workstation.
<b>Department Net Area</b>				<b>168</b>	
Grossing Factor			30%	50	
<b>Department Gross Area</b>				<b>218</b>	
<b>9.200 Cashiering</b>					
9.201	Counter Waiting Area (5 people/window)	2	50	100	Combine all counter waiting.
9.202	Public Counter w/Clerk Workstation	1	80	80	Welcoming; duress alarm; serves all functions.
9.203	Forms Storage	1	36	36	mostly generated on printer.
9.204	Cash Handling Area (secure; w/vault)	1	180	180	2 stations; glazed.
9.205	Copier	1	80	80	
<b>Department Net Area</b>				<b>476</b>	
Grossing Factor			30%	143	
<b>Department Gross Area</b>				<b>619</b>	
<b>9.300 Case Processing</b>					
9.301	Workstations w/o Public Counter	3	48	144	Workstation.
9.302	Work Area	1	75	75	
9.303	EDP Staff - Imaging Workstation	2	64	128	Workstation.
9.304	Imaging Work Area	1	80	80	Staging of documents; shredder.
9.305	Document Destruction Staging	1	150	150	Boxes; contractor pick up.
<b>Department Net Area</b>				<b>577</b>	
Grossing Factor			30%	173	
<b>Department Gross Area</b>				<b>750</b>	
<b>9.400 Records Services</b>					
9.401	Counter Waiting Area (5 people/window)	2	50	100	
9.402	Public Counter w/Clerk Workstation	1	80	80	Reception/information; welcoming; duress
9.403	Workstations w/o Public Counter	1	48	48	
9.404	Public terminals	3	48	144	Workstations in public waiting area.
9.405	Public copier	1	36	36	In public waiting area.
9.406	Restricted Viewing Room	1	120	120	Private room off public waiting to view files.
9.407	Will-Call/Pick-up	1	120	120	Cubbies near counter for document pick-up; pass through from staff to public side.
9.408	Exhibit Storage	1	180	180	Secure room.
9.409	Secure Storage/Safe	1	100	60	Secure, controlled access.
9.410	Restricted Viewing Room	1	100	100	Controlled access for exhibits; pass through from secure storage.
9.411	Forms Storage	1	60	60	Mostly generated on printer.
9.412	Copier	1	80	80	
<b>Department Net Area</b>				<b>1,128</b>	
Grossing Factor			30%	338	
<b>Department Gross Area</b>				<b>1,466</b>	





Table 2-23 Continued  
Spatial Allocation for Judicial Administration/Clerk

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>9.500 Court Services</b>					
9.501	Courtroom Clerk Perching Workspace	5	48	240	Workstation outside courtroom; shared 1 for 2.
<b>Department Net Area</b>				<b>240</b>	
Grossing Factor			30%	72	
<b>Department Gross Area</b>				<b>312</b>	
<b>9.600 Step-Up Program</b>					
<b>Near Probation</b>					
9.601	Staff Office	2	100	200	Private office.
<b>Department Net Area</b>				<b>200</b>	
Grossing Factor			30%	60	
<b>Department Gross Area</b>				<b>260</b>	
<b>9.700 Shared Spaces</b>					
9.701	Copy/Fax/Supplies	1	100	100	Central supply storage.
9.702	Mail Area	1	20	20	In copy room.
9.703	Coffee Counter	1	60	60	Counter w/ sink, refrigerator, microwave.
<b>Department Net Area</b>				<b>180</b>	
Grossing Factor			30%	54	
<b>Department Gross Area</b>				<b>234</b>	
<b>Total Judicial Administration/Clerk Gross Area</b>				<b>3,860</b>	
Building Grossing Factor			40%	1,544	
<b>TOTAL AREA for JUDICIAL ADMINISTRATION/CLERK COMPONENT</b>				<b>5,404</b>	

**Adjacency.** Clerk functions must be accessible to the public. Though a main floor location near security screening is not required, the function can be one floor up but must be near the elevator and main public corridor. The Clerk conducts most of their business with Offender Courts and, as such, should be in close proximity.

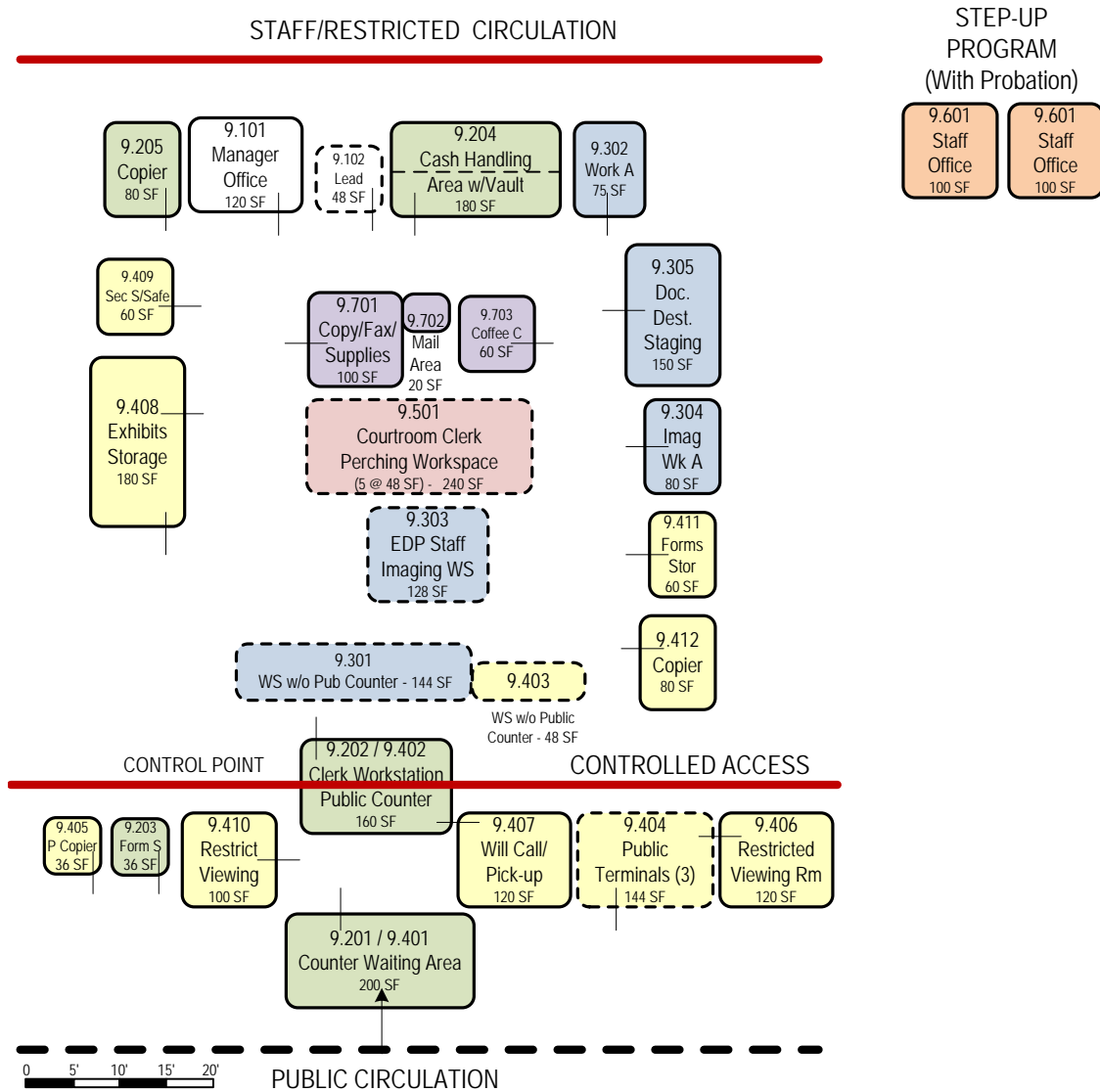
Visitors will access staff at the open Public Counter Workstations. Physical separation between the public and staff areas is needed, with secured/controlled access to the Exhibit (restricted) Viewing Room which is connected via a pass-through to the secure Exhibit Storage room behind the controlled access line. Staff require access to shared conference rooms for staff meetings and shared staff restrooms. During business hours, DJA staff must be available to assist the public on a drop-in basis and seldom have the opportunity to leave the office. As such, direct access to a Coffee Counter is required.

The Step-Up Program prefers not to be located with other Clerk functions but rather with Probation. Program staff offices are used as private, confidential interview rooms. Staff also need access to shared meeting rooms for after hours counseling for groups between 10 to 15 people and 20 to 30 people.



King County

Figure 2-27  
Critical Spatial Relationship for Judicial Administration/Clerk





## 10.000 Prosecuting Attorney

**Component Description.** The Prosecuting Attorney's Office (PAO), Juvenile Section represents the state in prosecuting cases related to juvenile offenders. Based on reports provided by law enforcement, the PAO may recommend a juvenile's case to a diversion program or may file an *information* accusing a juvenile of committing an offense. If an *information* is filed, the juvenile must proceed through the court process. The PAO's office is open Monday through Friday between 8:30 am and 4:30 pm.

The function is a law office and should present an image with finishes consistent with that function. Typical legal work is performed at the office, and includes the review and preparation of cases for filing and for trial, the preparation of orders and other legal documents, victim and witness interviews, and court appearances.

The PAO consists of Deputy Prosecuting Attorneys (DPAs), paralegals, legal assistants, legal interns, victim advocates, and clerical staff. A separate waiting area with an adjacent restroom for victims is required by law, including access to interview rooms to meet with PAO staff. A controlled boundary is needed between public (waiting and interview rooms) and staff areas.

The interview rooms are to be shared among PAO staff for meetings with victims and witnesses. Each interview room must be equipped with a computer, phone, door and excellent acoustical separation for confidentiality. Attorneys and occasionally paralegals meet with victims and witnesses. Victim advocates also conduct interviews with victims between 1 and 2 times a day.

The PAO requires access to a large conference room sized for 18 persons at least twice a week and access to a training room for 35 persons for monthly staff meetings. DPAs also require access to shared meeting rooms near the courtrooms to negotiate with defense attorneys.

**Space List.** The spaces in this component include: a public waiting/reception area with a separate waiting area for victims; interview rooms for staff to meet with clients/victims; private offices for attorneys and supervisors; workstations for victim advocates, paralegals, and legal assistant positions; and staff support spaces. A total of 8,445 BGSF is proposed for the Prosecuting Attorney.



**King County**

Table 2-24  
**Spatial Allocation for Prosecuting Attorney**

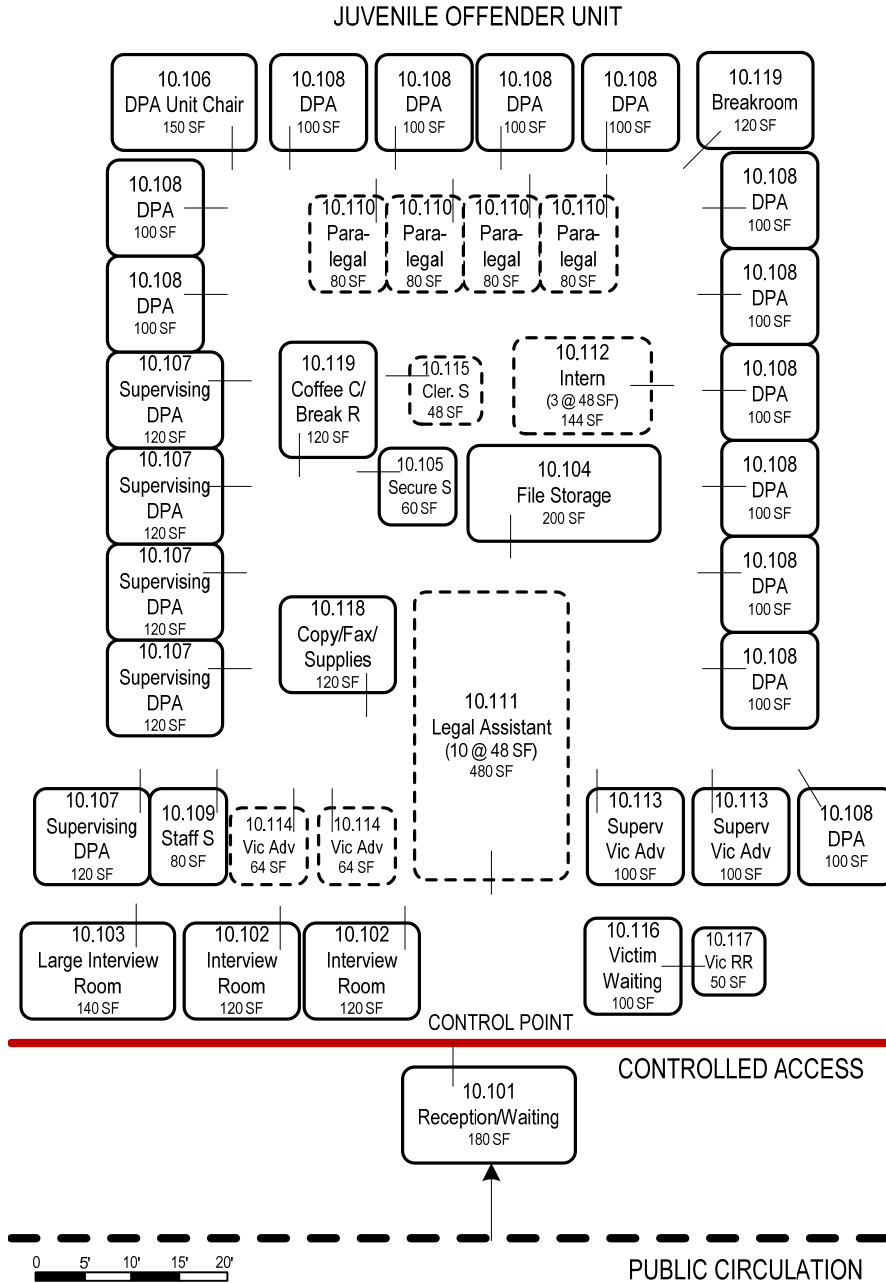
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>10.100</b>	<b>Juvenile Offender Unit</b>				<b>Need access to Large Conference Room; do not locate near Offender Courtrooms</b>
10.101	Reception/Waiting	12	15	<b>180</b>	Counter w/ glazing & document pass-through; controlled access into office suite.
10.102	Interview Room	2	100	<b>200</b>	Phone & computer access.
10.103	Large Interview Room	1	160	<b>160</b>	Phone & computer access.
10.104	File Storage	1	200	<b>200</b>	Purge files - need space to stage; going electronic & space to diminish over time.
10.105	Secure Storage	1	60	<b>60</b>	Storage for temporary evidence, videos, & sensitive materials.
10.106	DPA Unit Chair	1	150	<b>150</b>	Private office, small meeting table.
10.107	Supervising DPA	5	120	<b>600</b>	Private office.
10.108	DPA	13	100	<b>1,300</b>	Small enclosed office.
10.109	Staff Supervisor	1	80	<b>80</b>	Workstation.
10.110	Paralegal	4	80	<b>320</b>	Workstation.
10.111	Legal Assistant	10	48	<b>480</b>	Workstation; view to reception counter.
10.112	Intern	3	48	<b>144</b>	Workstation.
10.113	Supervisor - Victim Advocate Unit	2	100	<b>200</b>	Private office; 1 Supervisor at 100, 1 other advocate at 100.
10.114	Victim Advocate	2	64	<b>128</b>	Workstation; access to interview rooms.
10.115	Clerical Support Staff	1	48	<b>48</b>	Workstation.
10.116	Victim Waiting Area (for-5-6)	1	100	<b>100</b>	Increase from 2-4 to 5-6; secure, separate from other waiting with access to restroom.
10.117	Victim Waiting Area Restroom	1	50	<b>50</b>	Adjacent to Victim Waiting.
10.118	Copy/Fax/Supplies	1	120	<b>120</b>	
10.119	Break Room	1	120	<b>120</b>	Counter with sink, refrigerator, microwave; table & 6 chairs.
<b>Department Net Area</b>				<b>4,640</b>	
Grossing Factor			30%	1,392	
<b>Total Prosecuting Attorney Gross Area</b>				<b>6,032</b>	
Building Grossing Factor			40%	2,413	
<b>TOTAL AREA for PROSECUTING ATTORNEY COMPONENT</b>				<b>8,445</b>	

**Adjacency.** Victims and parents visit the office, so the PAO needs public access. The office needs to be separated from the courtroom waiting areas for offenders and preferably should not be on the same floor with Offender Courts. A Reception Counter with glazing and document pass-through will separate visitors from staff. Visitors will have controlled access to Interview Rooms and staff areas. The PAO requires direct access to a shared large conference room, shared training room, and shared staff restrooms.



King County

Figure 2-28  
Critical Spatial Relationship for Prosecuting Attorney





## 11.000 Public Defense

**Component Description.** Department of the Public Defense (DPD), Juvenile court administration provides for legal representation for eligible parties in juvenile offender, dependency, BECCA, and treatment cases.

DPD staff located on-site includes an interviewer and a coordinator. Staff conduct eligibility determination screening for all cases in the juvenile court for which appointed counsel at public expense is refused. Typical screening includes an interview and review of relevant financial documentation. DPD staff assigns public defender counsel for eligible clients in juvenile offender, dependency, BECCA and treatment cases. Typically screening consists of a 10 minute face to face interview.

Defense attorneys are based in off-site offices and need access to a designated work area near the Dependency and Offender Courtrooms to conduct business between court proceedings. The program includes two “Department of Public Defense Drop Space” areas at 360 sf each in section 3.100 Chief Juvenile & Offender Courts and 3.200 Dependency Court. The attorneys require access to the shared meeting rooms near the courtrooms for confidential discussion with clients and for negotiation between attorneys. Defense attorneys also need access to in-custody clients at central holding and adjacent to the courtrooms for confidential discussions.

**Space List.** The spaces in this component include public waiting area, private offices for DPD staff, and support spaces. A total of 719 BGSF is proposed for on-site office area. Note, this total does not include the two drop spaces at 360 sf each adjacent to the Offender Courts and Dependency Courts. Total space allocated to DPD is 2,029 BGSF.

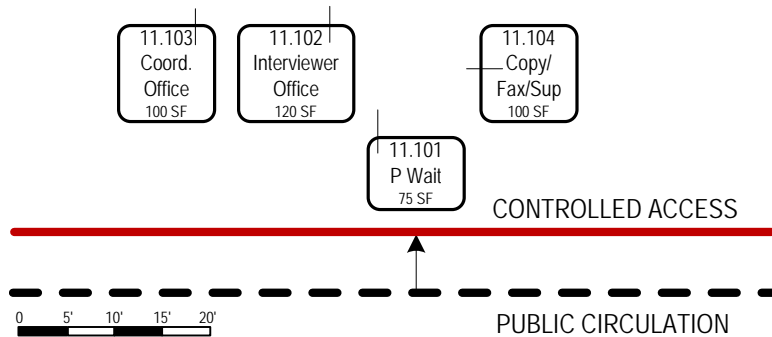
Table 2-25  
**Spatial Allocation for Public Defense**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>11.100</b>	<b>Juvenile Offender Unit</b>				<b>Locate near courtrooms</b>
11.101	Public Waiting	5	15	75	Controlled access from public corridor.
11.102	Interviewer Office	1	120	120	Private office; view to Public Waiting.
11.103	Coordinator Office	1	100	100	Private office.
11.104	Copy/Fax/Supplies	1	100	100	
	Drop Space	2	360	720	Included in Section 3.100 & 3.200.
<b>Department Net Area</b>				<b>395</b>	<b>Does not include Drop Space</b>
Grossing Factor			30%	119	
<b>Total Public Defense Gross Area</b>				<b>514</b>	
Building Grossing Factor			40%	205	
<b>TOTAL AREA for PUBLIC DEFENSE COMPONENT</b>				<b>719</b>	



**Adjacency.** Though the DPD serves all the courtrooms and needs to be in an accessible location, a high volume of activity is related to Dependency Court. Controlled access is required from the public corridor into the Public Waiting area of the office suite. DPD staff need access to shared meeting rooms, a shared staff break areas, lockers and shared staff restrooms.

Figure 2-29  
**Critical Spatial Relationship for Public Defense**





## 12.000 Children’s Administration & Attorney General

**Component Description.** Children’s Administration (CA) is a unit under the Department of Social and Health Services, Division of Child and Family Services. The CA is the petitioner in most dependency matters. Social workers prepare dependency petitions and conduct interviews with clients. The Attorney General (AG) is a state agency that represents the petitioner/Children’s Administration in juvenile matters including dependency and termination of parental rights. The AG represents CA from filing to outcome for the child.

The CA staff consists of a visiting supervisor, 2 social workers/liaison staff, 1 office assistant, and visiting staff. The Assistant Attorney Generals (AAGs) have their main office off-site but need access to work spaces and the AG computer system. Both the CA and AG need ability to secure their respective office areas when not occupied.

CA social workers and AAGs meet concerning their cases and wait for cases to be called in the courtrooms. AAGs also negotiate with defense attorneys and thus require access to shared meeting rooms near the courtrooms.

**Space List.** The spaces in this component include workstations for on-site and visiting CA staff, workstations for visiting AG staff, and support spaces. A total of 1,019 BGSF is proposed.

Table 2-26  
**Spatial Allocation for Children’s Administration and Attorney General**

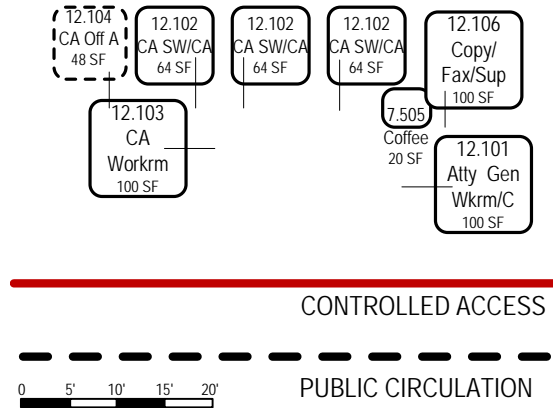
ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>12.100</b>	<b>Juvenile Court Office</b>				<b>Co-locate AG &amp; CA near Dependency Courtrooms; no public access</b>
12.101	AG Workroom & Carrels	1	100	<b>100</b>	Enclosed room; access to AG computer system; 2 computer stations.
12.102	CA Social Workers/Child Advocates	3	64	<b>192</b>	Permanent on-site staff; currently 2 plus 1 for visiting supervisor.
12.103	CA Workroom (carrels + tables)	1	100	<b>100</b>	Enclosed room; access to CA computer system; 3 computer terminals.
12.104	CA Office Assistants	1	48	<b>48</b>	Workstation.
12.105	Coffee Counter	1	20	<b>20</b>	Counter w/ sink, coffee.
12.106	Copy/Fax/Supplies	1	100	<b>100</b>	Near CA staff.
<b>Department Net Area</b>				<b>560</b>	
Grossing Factor			30%	168	
<b>Total Children's Administration &amp; Attorney General Gross Area</b>				<b>728</b>	
Building Grossing Factor			40%	291	
<b>TOTAL AREA for CHILDREN'S ADMIN &amp; ATTORNEY GENERAL COMPONENT</b>				<b>1,019</b>	





**Adjacency.** The CA and AG functions need to be located near the Dependency Court. Controlled access is required from the public corridor into the office suite. Staff need access to shared meeting rooms, shared staff break areas, and shared staff restrooms.

Figure 2-30  
**Critical Spatial Relationship for Children's Administration & Attorney General**





## 13.000 Security

Security includes the main security office for the Facilities Management Division (FMD) and Sheriff's Office (SO) in the Courthouse and the central holdings spaces under the Department of Adult and Juvenile Detention (DAJD). Three sub-components comprise the Security section: 1) Security Operations; 2) Central Juvenile Holding; and 3) Central Adult Holding.

### 13.100 Security Operations

**Component Description.** FMD is responsible for complex and courthouse security 24 hours a day, 7 days a week. FMD Security control center is located off-site and monitors the control of entries to the Courthouse and elevators as well as CCTV cameras and alarms.

The SO is responsible for court operation security to include entry screening and public spaces and waiting. The SO is on-site during court hours, Monday through Friday between 8:00am and 5:00pm.

A collegial office environment for FMD and SO is provided under Security Operations. Office space for command staff and shared support space for line staff (open workspace, locker room, and break area large enough for two 4 person tables, refrigerator, microwave and countertop and sink) is listed. A holding cell is used to detain remands and status offenders until transfer.

**Space List.** A total of 2,126 BGSF is proposed for this component.



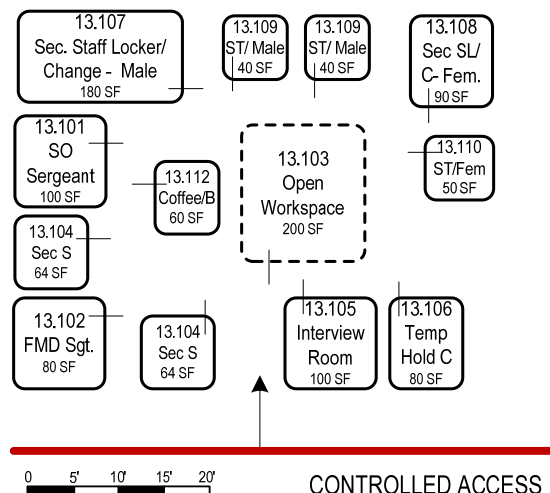
**King County**

Table 2-27  
**Spatial Allocation for Security Operations**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>13.100 Security Operations</b>				<b>Locate on ground floor with exterior exit</b>	
13.101	SO Sergeant's Office (2-3 desks)	1	100	100	Private office.
13.102	FMD Sergeant's Office (1 desks)	1	100	100	Private office.
13.103	Open Workspace	1	200	200	Room with 6 workstations and monitor screens to observe entry screening & public spaces.
13.104	Secure Storage	2	64	128	Locked closet; one for FMD and one for KCSO.
13.105	Interview Room	1	100	100	Moved from Public Lobby Screening.
13.106	Temporary Holding Cell (detained/remanded)	1	80	80	Combo unit, privacy screen.
13.107	Security Staff Locker/Change (M)	1	180	180	30 lockers with 24 full and 6 half sized.
13.108	Security Staff Locker/Change (F)	1	90	90	15 lockers with 11 full and 4 half sized.
13.109	Staff Toilet (M)	2	40	80	
13.110	Staff Toilet (F)	1	50	50	
13.111	Coffee Counter/Break Area	1	60	60	Counter w/ sink, refrigerator, microwave.
<b>Department Net Area</b>				<b>1,168</b>	<b>Includes growth for Phase 2</b>
Grossing Factor			30%	350	
<b>Department Gross Area</b>				<b>1,518</b>	
Building Grossing Factor			40%	607	
<b>TOTAL AREA for SECURITY OPERATIONS</b>				<b>2,126</b>	

**Adjacency.** Security Operations should be in a location with easy access to elevators and stairs to reduce response time. The function should be located on the level above Entry Screening overlooking the building entry.

Figure 2-31  
**Critical Spatial Relationship for Security Operations**





### 13.200 Central Juvenile Holding

**Component Description.** In-custody holding and transfer are provided by the DAJD. In addition to central holding, holding areas are also provided adjacent to each courtroom. As required by law, there must be sight and sound separation between the adult and juvenile holding areas. All inmate occupied areas should be under the direct observation of staff with CCTV monitoring as a back-up.

The holding area consists of a pedestrian sally port with access to an exterior vehicle sallyport; open seating areas; single holding cells; attorney/client secure interview rooms; and staff work and support areas. Holding areas will be humane, comfortable, with access to natural light if possible. Each holding cell will be equipped with combination toilet/sink and privacy screen. Interview rooms will have a glazed partition separating the parties, a means of communication and locked paper pass slot, seat on each side, writing surface, and a door and excellent acoustical separation for confidentiality. All holding areas should consist of secure, detention-grade materials and fixtures.

All in-custody areas must be served by an entirely separate and secure circulation system. A direct, secure connection is required between courts and juvenile detention and secure elevators to connect to the courtroom holding areas. Staff stations are to have direct observation to all cell fronts, open areas, interview rooms, and circulation areas.

**Space List.** A total of 3,508 BGSF is proposed for this component.



**King County**

Table 2-28  
**Spatial Allocation for Central Juvenile Holding**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>13.200</b>	<b>Central Juvenile Holding</b>				<b>Changes per DJAD; tunnel from Detention</b>
13.201	Pedestrian Security Vestibule	1	100	<b>100</b>	
13.202	Search & Staging Area	1	80	<b>80</b>	Mainly remanded.
13.203	Staff Work/Waiting Area	1	120	<b>120</b>	
13.204	Single Holding Cell	10	60	<b>600</b>	With toilet and privacy screen; could be some open waiting.
13.205	Open Seating	10	20	<b>200</b>	Add juvenile toilet.
13.206	Control Station	1	120	<b>120</b>	Combine with 13.203.
13.207	Safety Equipment Storage	1	50	<b>50</b>	
13.208	Attorney Interview Booth	4	60	<b>240</b>	
13.209	Attorney Waiting/Reception	1	120	<b>120</b>	
13.210	Coffee Counter/Break Area	1	60	<b>60</b>	Counter with sink, refrigerator, microwave; shared by all staff in holding areas.
13.211	Staff Toilet	2	50	<b>100</b>	
<b>Department Net Area</b>				<b>1,790</b>	<b>With vehicular sallyport - exterior</b>
Grossing Factor			40%	716	
<b>Department Gross Area</b>				<b>2,506</b>	
Building Grossing Factor			40%	1,002	
<b>TOTAL AREA for CENTRAL JUVENILE HOLDING</b>				<b>3,508</b>	

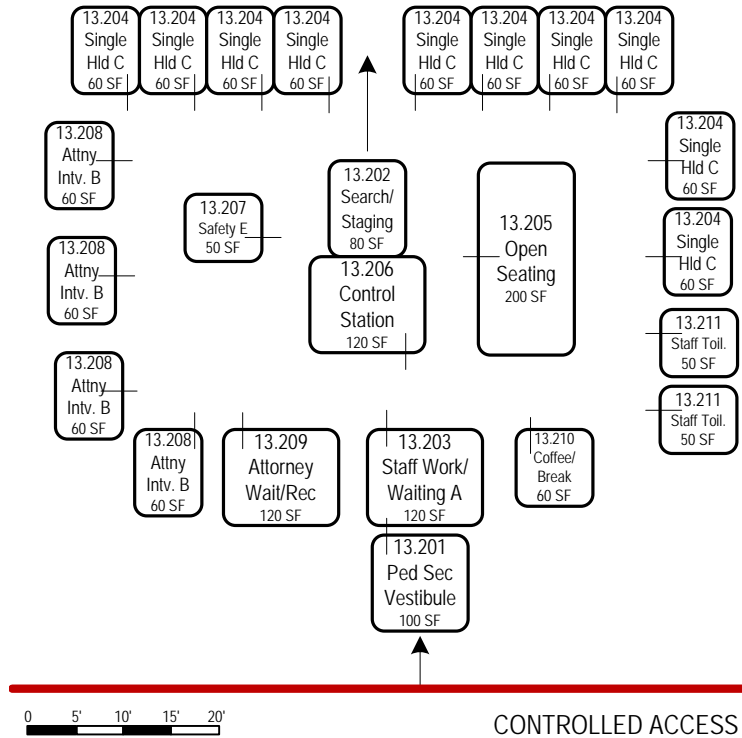
**Adjacency.** Central Juvenile Holding must be adjacent to the exterior vehicle sallyport and located on the level that connects to Central Juvenile Detention or in-custody transportation and deputy access requirements. Access via a secure elevator to the upper floors is critical for quick response and the ability to move detainees from court holding to the courtrooms. Ideally, there would be a direct connection from Central Juvenile Holding to the high volume Chief Juvenile Courtroom (first appearance).



King County

Figure 2-32

Critical Spatial Relationship for Central Juvenile Holding





### 13.300 Central Adult Holding

**Component Description.** In-custody holding and transfer are provided by the DAJD. In addition to central holding, holding areas are also provided adjacent to each courtroom. As required by law, there must be sight and sound separation between the adult and juvenile holding areas. All inmate occupied areas should be under the direct observation of staff with CCTV monitoring as a back-up.

The holding area consist of a pedestrian sally port with access to an exterior vehicle sallyport; open seating areas; single holding cells; attorney/client secure interview rooms; and staff work and support areas. Holding areas will be humane, comfortable, with access to natural light if possible. Each holding cell will be equipped with combination toilet/sink and privacy screen. Interview rooms will have a glazed partition separating the parties, a means of communication and locked paper pass slot, seat on each side, writing surface, and a door and excellent acoustical separation for confidentiality. All holding areas should consist of secure, detention-grade materials and fixtures.

All in-custody areas must be served by an entirely separate and secure circulation system. A direct, secure connection is required between courts and adult detention and secure elevators to connect to the courtroom holding areas. Staff stations are to have direct observation to all cell fronts, open areas, interview rooms, and circulation areas. For in-custody adults, there must be a route for transport vehicles to reach a secure, enclosed sallyport connected to the adult holding area.

**Space List.** A total of 1,558 BGSF is proposed for this component.



**King County**

Table 2-29  
**Spatial Allocation for Central Adult Holding**

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>13.300 Central Adult Holding</b>					
13.301	Pedestrian Security Vestibule	1	80	80	Sight/sound separation from Juvenile.
13.302	Single Holding Cell (1)	5	60	300	With toilet and privacy screen.
13.303	Group Waiting	5	25	125	Open seating; add toilet.
13.304	Safety Equipment Storage	1	50	50	
13.305	Coffee Counter/Break Area	1	50	50	
13.306	Attorney Interview Booth	1	60	60	
13.307	Attorney Waiting/Reception	1	80	80	
13.308	Staff Toilet	1	50	50	
<b>Department Net Area</b>				<b>795</b>	<b>With vehicular sallyport - exterior</b>
Grossing Factor			40%	318	
<b>Department Gross Area</b>				<b>1,113</b>	
Building Grossing Factor			40%	445	
<b>TOTAL AREA for CENTRAL ADULT HOLDING</b>				<b>1,558</b>	

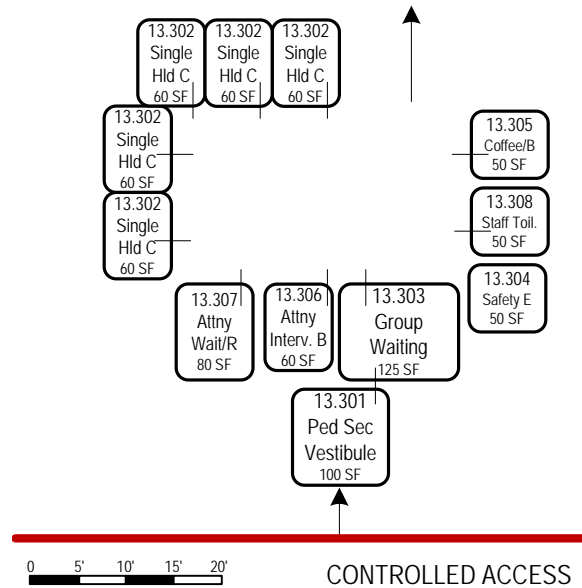
**Adjacency.** Central Adult Holding must be adjacent to an exterior vehicle sallyport. Access via a secure elevator to the upper floors is critical for quick response and the ability to move detainees from court holding to the courtrooms.





King County

Figure 2-33  
Critical Spatial Relationship for Central Adult Holding



**SUMMARY**

The 2009 Court Master Plan in conjunction with the June 2012 Pre-Design report was used as a basis for this program update. This 2013 Update did not alter the courtroom projection for Phase I of 10 Juvenile courtrooms. The Phase I space program total for the Courthouse is 136,993 BGSF.



**King County**

CHAPTER **3**

**DETENTION PROGRAM**





## PROGRAM REQUIREMENT

An architectural program was prepared for the Detention Section of the Children and Family Justice Center (CFJC) in 2012 and was used as the basis for this Program Update. The process used to update the Program involved:

1. Clarifying the vision for detention with Department of Adult and Juvenile Detention (DAJD) staff through interactive workshops.
2. Reviewing and updating the space assignments in the 2012 Program based on planning sessions with the DAJD staff.
3. Comparing the space assignments of the 2012 Program and the 2013 Update.
4. Preparing changes in the functional adjacencies that resulted through the Update process.
5. Organizing the Program Update in a narrative, tabular, and graphic format represented in this chapter.
6. Developing Operational alternatives that resulted in graduated amenities for secure housing allowing staff greater flexibility for juvenile housing assignments.

The Update followed the five basic facility components that were identified in the 2012 Program, including:

1. Administration (Public Entry, Visitation, and Detention Administration)
2. Security Operations (Security Administration, Central Control, Admissions and Release, and Staff Support)
3. Support Services (Food Service, Medical, and General Services)
4. Programs (Education, Recreation, Library, and Spiritual Center)
5. Housing (Orientation and Non-Offender, Typical, and Transitional)

Through a series of workshops with DAJD staff on-site in the existing Detention Center, the 2012 Program has been updated and will serve as a basis for the solicitation of design-build teams to accomplish the goals and guiding principles noted in the following paragraphs.

## GOALS AND GUIDING PRINCIPLES

The Juvenile Division of DAJD has a published **mission** that influences the staff that are employed and the services and care that are provided: *The Juvenile Division is committed to providing quality, innovative, comprehensive services to youth, families, the community, and the juvenile justice system within a quality work environment by professional, caring staff.* While a number of the words provide guidance to the future designers, builders, and operators, the



term “innovative” should underpin the choices made regarding spatial allocations, adjacencies, and furnishings.

For the **vision** of future juvenile justice services in the County, the DAJD’s Vision Statement recommends: *Juvenile Detention Services is the nationally recognized model where diversity is embraced and high performance is paramount. Extraordinary results are achieved by consistent delivery of quality services and innovative programs for all stakeholders.* Achievement of “high performance” implies that the facility must be designed to seamlessly integrate electronic technology and business engineering practices in a manner that maximizes the human interaction between staff and juveniles.

The Juvenile Division established four overarching **goals** that should be made more easily accomplished through the new CFJC. These include:

1. Provide juvenile facilities that are safe, secure, humane, orderly, and cost effective.
2. Support and be responsive to the public and other criminal justice and human service agencies’ interests and objectives.
3. Provide a catalyst for change in the lives of offenders by providing cost-effective programs and community corrections alternatives to secure detention in the least restrictive setting without compromising public safety.
4. Promote the development of a professional, accountable, and respectful work environment.

The design of the future facility has a major responsibility towards the achievement of Goals # 3 and 4. Particular attention should be given to alternative design approaches to achieving a secure environment within the least restrictive setting that does not compromise the safety of staff, the offenders, or the community.

Security underpins every aspect of the detention component. However, as a juvenile facility, the focus is on securing the environment through efforts to maximize direct staff and youth interaction with barriers and electronic systems in support of the direct contact. This approach is called dynamic security which led to the establishment of the following **security principles**.

1. Security risk and needs assessment should be based on a youth-specific assessment tool and become the basis for every operational and design choice.
2. A range of programs and spaces should be available that encourage the youth to learn the skills of responsible decision-making and the implications of being held accountable for their choices.
3. The external wall of buildings that face the surrounding land uses should provide the complex security. Within the buildings, the provision of security barriers and devices should be appropriate to documented levels of risk.



4. The use of normal materials, fixtures, and furnishings appropriate to the security requirements of each space should characterize the design of the building(s). Selection of building materials should consider the reduction of vandalism equal with security requirements.
5. The daily regime should be based upon the provision of productive activities for 14 hours, or more, each day for youth that have exhibited the willingness to be held accountable for their institutional behavior.
6. The requirement for any barrier or separation of staff from youth should be based upon documented levels of risk. The design focus throughout all components of the facility is the enhancement of communication through direct contact between staff and youth.
7. The aesthetic and environmental aim is to reflect the uniqueness of youth detention by choosing materials and systems that promote normal communication and are sustainable.
8. Successful reintegration of the youth into the community following release is the responsibility of many stakeholder groups and should be a focus of the time in custody.

The Juvenile Division of DAJD seeks to maintain a consistent ethic of care for the youth that are assigned to a period of custody while awaiting adjudication. These youth are not committed to the CFJC for adult crimes. Those youth will be held in separate accommodations within the County adult facilities. Neither are youth that have been committed to the State of Washington to serve a sentence included in the CFJC. Over the useful life of this new facility, one or both of these conditions could change, as has been the case in other states.

Regardless of any possible change in future mission, such a change does **not** argue for an “adult” detention environment. Careful attention during the planning and design stages that will follow for the CFJC must be given to the following Program Statement as indicators of the desired treatment focus within a secure environment. The design should always be driven by the operational and treatment aims of each component and these aims always fall to the philosophy that staff, and not barriers, secure this facility.

## **FORECASTED NEED/BASIS OF DESIGN**

The March 2012 Conceptual Program report presented a statement of need based on analyzing 10 years of data on average daily population (ADP). During this timeframe, the juvenile detention ADP decreased from a high of 170 to a low in 2011 of 65. In 2010, the base year for a definition of need, the ADP was 89 with an average length of stay (ALOS) of 10.9 days. In this base year, the annual admissions (ADM) were approximately 3,000.



The 2012 Conceptual Program report, in conjunction with the June 2012 Pre-Design report, was used as a basis for a capital levy that passed in August 2012 to construct a 154-bed detention center as a part of a Children and Family Justice Center (CFJC). This 2013 Update did not alter the bedspace projections of 154 with an additional 12 bedspaces for orientation and non-offender youth that were prepared as part of the 2012 Plan. At the time of this Update, the ADP (average daily population) was approximately one third of the 154. However, the core spaces are programmed to accommodate the initial 154 beds and another 56 through a future expansion.

## **SPACE STANDARDS**

The American Correctional Association (ACA) publishes operational and facility standards for adult and juvenile correctional and detention facilities. Most of the standards are operational in nature, but some standards refer to square footage requirements and/or capacity requirements. The standards that are shown below apply to secure juvenile detention housing, and they were followed in the development of the space program for juvenile housing. All of the standards for Juvenile Detention Facilities can be obtained in the ACA Juvenile Detention Facilities (3rd Edition, 1991, with 2012 Standards Supplement). The key space standards for juveniles are summarized in the following paragraphs. Facility systems technical requirements are defined in the Facility Performance Standards section of the report.

### **Sleeping Rooms**

1. Sleeping rooms shall primarily be designed for single occupancy. Double occupant rooms shall not exceed 20% of the single bed capacity of the living unit. The sleeping area shall be at least 70 square feet and have 35 square feet of unencumbered space for single occupant rooms. Double occupancy rooms shall be at least 85 square feet and have 50 square feet of unencumbered space. At least one dimension of the unencumbered space shall be no less than 7 feet.
2. Each sleeping room shall have the following minimum facilities:
  - Toilet above the floor which is available for use 24 hours a day
  - A wash basin with temperature controlled running water
  - A bed above floor level
  - Natural light
  - Tamper-proof lighting
3. Temperatures that are appropriate to the summer and winter comfort zones.
4. Water valves in sleeping rooms shall have the ability to be controlled by staff.



## **Dayrooms/Dining**

1. Dayrooms shall be located adjacent to the youth sleeping areas, but separate and distinct. Dayrooms shall have minimum of 35 square feet of floor space per juvenile (exclusive of lavatories, showers, and toilets) for the maximum number expected to use the dayroom at one time.
2. Dayroom shall have sanitary drinking water.
3. Provide sufficient seating and writing surfaces for youths using the dayroom. Furnishings shall be consistent with the security needs of the living unit.
4. Prevent all direct line of sight and sound contact between male and female housing units when in their sleeping quarters, shower areas or other areas requiring privacy.

## **Toilets**

Toilets shall be accessible to youths in all housing and activity areas. Outside of the housing area, toilets shall be provided at a minimum ratio as allowed by the building or health code.

## **Washbasins**

Youth have access to operable, temperature controlled wash basins in the housing units a minimum ratio of one basin for every twelve youth unless a different ratio applies by building or health codes.

## **Showers**

Youth shall have access to operable showers with temperature-controlled water at a minimum ratio of one shower for every eight youth unless state or health codes specify a lower ratio. Water for showers is thermostatically controlled to appropriate temperatures.

## **Covered Exercise Area**

Covered/enclosed exercise areas are provided in sufficient number to ensure that each juvenile is offered at least one hour of access daily.

## **Environmental Conditions**

1. Tamper-proof lighting.
2. Natural light available from an opening that has a view to the outside or from a source within 20 feet of a cell or room.
3. Ventilation is available in the event of a power failure.





4. Heating, ventilation, and acoustical systems ensuring healthful and comfortable living and working conditions.
5. Temperatures in indoor living and work areas appropriate to the summer and winter comfort zones.

In addition to the nationally recognized standards for the incarceration of youth, King County uses space standards for determining the appropriate sizes for offices, work stations, conference rooms (per occupant), as well as other spaces. These standards have been reflected in the updated program. A key point is that, as part of the “green initiative” of King County, the majority of work spaces will be sound attenuated work stations.

Using the space standards noted above, this program update provides a design team with basic operational and spatial concepts necessary to develop the detention portion of the CFJC in a way that is operationally efficient and effective. For each component, a narrative and numerical description of operational and spatial factors and adjacency diagrams of these spaces are provided to assist in determining the layout of component spaces. The line-item tables often referred to as “space tables” indicate the following:

- The Section Code for each area.
- The Component Name of each space.
- The number of identical spaces in the sub-component.
- The total *net square feet* (enclosed area within its walls or boundaries) allocated to each space.
- Pertinent comments relating to the spaces.

The total net square feet (NSF) allocated to the component is provided. To this, a *departmental grossing factor* (circulation and wall thicknesses within each subcomponent department) is added to the NSF to generate estimated *departmental gross square feet (DGSF)*. The calculation of the net area is the foundation for the building(s) and is driven by the operational and spatial recommendations represented in this document. Designers shall follow and adhere to the NSF space requirements presented in this program.

The *departmental gross factor (DGSF)* is an estimate provided by the program based upon best practices and experience with similar facilities. While this factor is critical to determining the actual size of a component, the factor is demonstrated as a percentage of the net area and is less evidence-based than the net area. The future design team is “challenged” to improve upon the suggested departmental grossing factors offered as a guide.



The total amount of space necessary is to be constructed requires adding a *building gross factor* to the DGSF. This factor includes such central circulation areas as corridors, duct chases, mechanical rooms, and other common use areas that cannot be assigned to any particular component. The addition of the Building Gross Factor to the Departmental Gross provides an estimated total square footage requirement for the building (BGSF).

A 15% *building gross factor* has been applied to the sum of the *net and departmental* square footages for the CFJC. While, similar to the *departmental gross factor*, the *building gross factor* will vary widely depending upon the architectural solution and is used in the program as a “placeholder” for cost estimation purposes and the determination of the building(s) footprint. Further design studies will set the actual percentage that is expressed as a derivative of the net and *departmental gross* square meters.

The proposed Detention Section of the CFJC has five major operational and functional components including: 1) Administration; 2) Operations; 3) Support Services; 4) Programs; and 5) Housing. The pages that follow discuss each of these five major components by component role, operational description, space allocations, and functional relationships.

Since the Detention Section is part of a complex that includes courts and detention, some spaces will serve both of the functions. For example, a single mechanical room and related spaces will serve both functions as will a central loading dock, repair shops, and general storage spaces. The area allocated to these spaces will be documented in the Courts Section.

A summary of the space program totals for the Detention Section is presented is 98,032 BGSF as shown in Table 2-1. Following the table, each of the five components is discussed according to the outline in the previous paragraph.



**King County**

Table 3-1  
**Summary of the Detention Space Allocation**

ID	Component	Net SF	DGSF	BGSF	Total Building SF
<b>PHASE I</b>					
<b>1.000</b>	<b>Administration</b>	<b>6,684</b>	<b>2,339</b>	<b>1,354</b>	<b>10,377</b>
1.100	Public Entry	590	207	119	916
1.200	Visitation	1,020	357	207	1,584
1.300	Detention Administration	5,074	1,776	1,027	7,877
<b>2.000</b>	<b>Operations</b>	<b>7,795</b>	<b>2,452</b>	<b>1,537</b>	<b>11,784</b>
2.100	Detention Administration	1,440	504	292	2,236
2.200	Central Control	440	154	89	683
2.300	Admissions and Release	3,150	1,103	638	4,890
2.400	Staff Support	2,765	691	518	3,975
<b>3.000</b>	<b>Support Services</b>	<b>6,166</b>	<b>1,907</b>	<b>1,211</b>	<b>9,283</b>
3.100	Food Service	2,240	560	420	3,220
3.200	Medical Services	3,502	1,226	709	5,437
3.300	General Services	184	37	33	254
3.400	Detention IT Services	240	84	49	373
<b>4.000</b>	<b>Programs</b>	<b>6,750</b>	<b>1,562</b>	<b>1,247</b>	<b>9,558</b>
4.100	Education	906	317	183	1,407
4.200	Recreation	3,684	553	635	4,872
4.300	Library and Spiritual Center	2,160	692	428	3,280
<b>5.000</b>	<b>Housing</b>	<b>33,895</b>	<b>15,696</b>	<b>7,439</b>	<b>57,029</b>
5.200	Pod "A" Orientation/General Housing	10,595	5,298	2,384	18,276
5.100	Pod "B" General Housing	10,780	5,390	2,426	18,596
5.400	Pod "C" Transitional Housing	12,520	5,008	2,629	20,157
	<b>Grand Total for Phase I</b>	<b>61,290</b>	<b>23,955</b>	<b>12,787</b>	<b>98,032</b>

The type of housing that will be required (if any) for Phase II is purely speculative at this time. However, in order to determine a maximum footprint, a fourth pod for 56 additional youth has been suggested. The size of the combined Phase I and II Detention Section is shown in Table 3-2. The total size if Phase II is constructed would be approximately 117,500 square feet for the Detention Section. A detail space table for Phase II is provided in Appendix A.



Table 3-2

**Summary of the Detention Space Allocation for Phase I & II Total**

ID	Component	Net SF	DGSF	BGSF	Total Building SF
<b>PHASE II</b>					
<b>6.000</b>	<b>Phase II Housing</b>	<b>11,650</b>	<b>5,199</b>	<b>2,527</b>	<b>19,376</b>
6.100	Pod "D" General Housing	5,390	2,695	1,213	9,298
6.200	Pod "D" Transitional Housing	6,260	2,504	1,315	10,079
	<b>Grand Total for Phase I &amp; II</b>	<b>72,980</b>	<b>29,168</b>	<b>15,322</b>	<b>117,470</b>

In the pages that follow, the five components of the Detention Section are discussed using the following format:

- **Component Description:** A discussion of the operational basis for the space allocation.
- **Space List:** An excel-formatted listing of all spaces to be included in a specific component.
- **Adjacency:** A graphic and narrative description of the primary relationship between spaces.



## SPACE PROGRAM

### 1.000 Facility Administration

This publically accessible component is comprised of three major sub-components including: 1) Detention Public Lobby; 2) Visitation; and Detention Administration. While listed under “administration”, the Detention Public Entry and Visitation sub-components have minimal physical relationship with Detention Administration which could actually be located on a floor separate from Entry and Visitation.

#### Component Description

Given the different requirements for each of the three sub-components of Facility Administration, each one has been described separately.

Detention Lobby. The main entrance to the CFJC is discussed as a part of the Courts program. This entrance will be used by all visitors and staff. Security screening will be in operation from 0700-2300 hours each weekday and until 1700 hours on weekends. These hours of operation are critical since all persons entering the CFJC will be screened per King County policy for court facilities.

Since Detention staff, and a limited number of professional staff and an occasional family member, will require entry to the Detention Section after 2300 hours, a separate entry directly into the detention lobby is required. Any person requiring entry into Detention after 2300 hours will use a camera-activated telephone at the front entrance to contact Detention Central Control Room for identification and approval to enter the Detention Lobby (which includes the security screening devices).

After hours entry into the main CFJC Lobby shall be controlled by the Facilities Management Department Emergency Dispatch Center (EDC), currently located off site. Since screening staff will not be available between 2300-0700, once allowed into the Public Lobby, the staff or visitor will proceed to doors that are remotely operated by Detention Central Control that lead into the Detention Lobby.

Any staff or visitors that are entering the secure area of the Detention Section will be screened by Detention security staff that will be deployed to the Detention Lobby. On very rare occasions, a professional or family visitor may need to access the Visitation Area, but in a rare instance of a youth being released after 2300 hours, this hand-over to a family member will occur in the Detention Lobby.



During normal hours of operation, the doors between the CFJC Public Lobby and the Detention Lobby will be open and staff and visitors will utilize the Entry Security Screening area prior to entering the Public Lobby. Visitors (professional and family) will proceed from the Public Lobby to the Detention Visitor Lobby for processing into the secure areas of the Detention Section. Seats will be provided for waiting. Detention staff will proceed to a sallyport for entry into the Detention Section.

Lockers have been provided for visitors to leave personal articles. After completing identification and processing, visitors will be allowed into the Visitation area through a sallyport.

In effect, the Detention Lobby is an extension of the CFJC Public Lobby and only becomes secure between 2300 and 0700 hours when the CFJC screening staff is not present. Once secured afterhours, however, the Detention Lobby is the only place within the entire complex that can be accessed from the outside. DAJD staff is not permanently assigned to this area except during visiting hours. Any requirement for afterhours screening will be through deployed staff.

Visitation. The second sub-component of Facility Administration provides the spaces for professional and family visitors to meet with juveniles in one of the several types of visitation spaces. The entire sub-component consists of a group contact visitation room; five private professional visits rooms; a single private family/counselor/youth visiting room; and one non-contact visiting room. In total, up to 20-25 juveniles could be visiting at the same time although this will unlikely be a typical visiting arrangement. Since the youth are in school until 1500 hours weekdays, most family visits will occur late afternoon and early evening and between 0900 and 1700 hours on weekends. Evening visits outside these hours are possible and will be scheduled on a case-by-case basis.

In keeping with the DAJD guiding principles, the spaces should reflect normal furnishings to promote a family-friendly environment. Detention-styled tables and chairs are not required as staff will always have visual/audio monitoring at the times of visits. The time allotted for a family visit will average an hour, but depending upon volumes and staff availability, this amount of time can be extended.

Visitation is a critical component of the services provided by DAJD. Every youth will be afforded many opportunities for family visits during the week, weekends, and holidays; while staff will always have the ability to observe all visits through visual/audio monitoring.

The more Private Visiting Room is intended for counseling sessions that involve family members, the youth, and counseling staff. Ample glazing should be included in this space for maximum viewing from staff that will be present in the Group Visiting Room. In addition to this



private room, the five Private Professional Visiting Rooms will provide additional spaces for one-on-one consultation between attorneys or counselors or clergy with a juvenile.

One non-contact visitation space is provided for the rare instance when a youth's behavior is such that a contact visit is inappropriate. This space will be designed to promote direct visual contact between the parties separated by security glass. Voice contact will be through a secure "talk-around" feature. Sound attenuation in this space is critical.

In the future, the DAJD will explore various forms of video visitation as a supplement to direct contact visitation. The purpose of the video visitation is to extend the contact that juveniles will have with approved visitors. Capability for this form of visitation will be included in the Living Halls with visitation cubicles available in the Group Visiting Room. Since this technology is emerging, the County can anticipate that in the future, monitored family-juvenile video visits will occur without the family having to be physically present at the CFJC. Conduit should be provided for accommodating this technology in the future.

Detention Administration. This sub-component is divided into two areas: 1) the Director's Area and 2) the ASD and CSO area.

The Director's Area should be accessible to the public that have appointments with administrative personnel as well as staff. The Volunteer Coordinator, Chaplains, Policy/Procedure Officer, and Training Coordinator are located within the Director's Area, on a normal day, this area will involve a measurable amount of traffic.

The configuration of this area will be sound-attenuated work stations with the exception of private offices for the Director, Assistant Director, Confidential Secretary, and Policy/Procedure Officer. Every attempt should be made to provide natural light into the space with views to the surrounding area.

The Alternative Secure Detention (ASD) Placement Specialists and Community Service Officers (CSO) are integral to providing alternatives to incarceration and the necessary supervision of the youth assigned to community-based alternatives. The area is largely defined by acoustically designed work stations. The ASD Placement Specialists and CSO's interact regularly and require private meeting spaces for some of their interactions with juveniles and family members. Therefore, two private interview rooms and a conference room are included in this space.

A large Conference/Training Room is also provided that will serve a variety of meeting purposes for the Detention and Courts functions. This room will also be scheduled for DAJD staff training; community functions; and in emergencies as a non-offender litigation space. Access to this multi-purpose space should be easily accomplished from the Public Lobby, the Detention Administration area, and various Court functions.



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In the event of any type of emergency (climatological, seismic, disturbance), the Conference Room adjacent to the Director's Office will be the gathering point for key decision-makers. Lockable built in casework shall be installed to house emergency communication and monitoring equipment in this Conference Room. Equipment will include a Detention Security Electronic touch screen station with associated video viewing monitors and communication sub systems, as well as telephone (LYNC and conventional analog), conventional channel repeater radio, cable television.





## Space List

This entire component has approximately 9,000 departmental gross square feet. Of the three sub-components, the Detention Administration area is the largest at approximately 7,000 square feet. The individual spaces that define this component are shown in Table 3-3.

Table 3-3  
**Space Allocation for Detention Administration**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>1.100 Detention Lobby (Located adjacent to but separate from the Public Lobby)</b>					
1.101	Security Screening/Metal Detector	1	100	100	Next to Visitor Check-In
1.102	Visitor Lobby and Processing	1	400	400	Waiting area for Detention Visitors and waiting for juvenile release
1.103	Vending Alcove	2	15	30	Two vending machines
1.104	Visitors' Lockers	40	1.5	60	Key operated locker alcove
<b>Total Department Net Area</b>				<b>590</b>	
Efficiency Factor			35%	207	
<b>Total Public Entry Gross Area</b>				<b>797</b>	
<b>1.200 Visitation</b>					
1.201	Sallyport	1	80	80	Operated from Central Control
1.202	Group Visiting	1	350	350	20 occupants
1.203	Private Attorney Visiting Rooms	5	60	300	2 occupants/room
1.204	Private Visiting Rooms	1	150	150	10 occupants
1.205	Non-Contact Visitation	1	80	80	2 occupants; accessible
1.206	Juvenile Search	1	60	60	Bench seating
<b>Total Department Net Area</b>				<b>1,020</b>	
Efficiency Factor			35%	357	
<b>Total Visitation Gross Area</b>				<b>1,377</b>	
<b>1.300 Detention Administration</b>					
<b>Director's Area</b>					
1.301	DAJD Juvenile Division Director	1	180	180	Private office
1.302	Conference Room/Crisis Center	1	240	240	Attached to Director Office
1.303	Assistant Director	1	100	100	Private office
1.304	Confidential Secretary	1	100	100	Private office
1.305	Facilities Special Projects	1	64	64	Open Office Furniture
1.306	Analyst PPM3	1	64	64	Open Office, Next to Orientation Unit
1.307	Chaplain	2	64	128	Open Office Furniture
1.308	Volunteer Coordinator	1	64	64	Open Office Furniture
1.309	Training Coordinator	1	64	64	Open Office Furniture
1.310	Administration Storage	1	100	100	Alcove space w/lockable file cabinets
<b>Subtotal Director's Area</b>				<b>1,104</b>	



Table 3-3 Continued

**Space Allocation for Detention Administration**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>ASD and CSO Area</b>					
1.311	Reception Counter/Waiting	1	200	200	Seating for 6-8
1.312	CSO Supervisor	1	100	100	Private office
1.313	CSO (Community Supervision) Office	3	64	192	Open Office Furniture
1.314	CSO (Community Supervision)	6	64	384	Open Office Furniture
1.315	CSO File Storage	1	36	36	Alcove space w/lockable file cabinets
1.316	Placement Specialist	4	64	256	Open Office Furniture
1.317	Expediter	1	64	64	Open Office Furniture
1.318	Interview Room	2	120	240	6 Occupants
1.319	Clerical Support	2	64	128	Open Office Furniture
1.320	Permanent ASD File Storage	1	100	100	Lockable room for archives
1.321	Copy/Fax/Supply Workroom	1	80	80	Open area
1.322	Mail Sorting and Boxes	1	60	60	Mail Sorting/Staff Workstation
1.323	Electronic Monitor Storage	1	80	80	Lockable room
1.324	Small Conference Room	1	400	400	20 occupants
1.325	Conference/Training Room	1	1,000	1,000	50 Occupants
1.326	Conference Storage	1	150	150	Chairs, AV equipment, and tables
1.327	Coffee Station	1	20	20	Alcove w/base and overhead cabinets
1.328	Staff Toilet - Male and Female	2	240	480	Accessible for Admin and ASD-CSO staff
<b>Subtotal ASD/CSO Area</b>				<b>3,970</b>	
<b>Total Detention Administrative Area</b>				<b>5,074</b>	
Efficiency Factor			35%	1,776	
<b>Total Detention Administration Gross Area</b>				<b>6,850</b>	
<b>Total Administration Component Gross Area</b>				<b>9,023</b>	
Building Grossing Factor			15%	1,354	
<b>TOTAL AREA for ADMINISTRATION COMPONENT</b>				<b>10,377</b>	

Applying a building gross factor of 15%, the Detention Administration component requires a total of 10,377 square feet.

**Adjacency**

As was noted in the Component Description, the Facility Administration has three distinct sub-components, two of which should be directly adjacent to each other. The Detention Lobby and Visitation areas have a close relationship with the entrance to the CFJC while the Detention Administration can be separated horizontally and vertically from the Public Lobby.

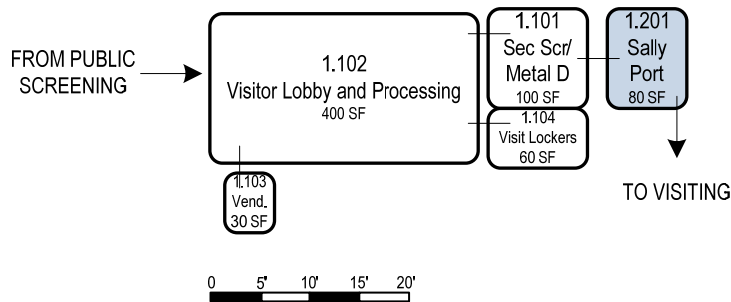
Per the earlier description, the Detention Lobby is a continuation of the CFJC Public Lobby and during the hours of operation when the central screening function is open (0700-2300 hours weekdays and 0700-1700 hours weekends and holidays), the doors that separate the Public from the Detention Lobby will operate open. Only after the screening post closes will the Detention Lobby become a secured space with access provided by the Central Room in the



Detention Area. Therefore, these sub-components should be adjacent. During normal visiting hours, a DAJD staff person will be assigned in the Visitor Lobby/Processing to identify and screen pre-approved visitors.

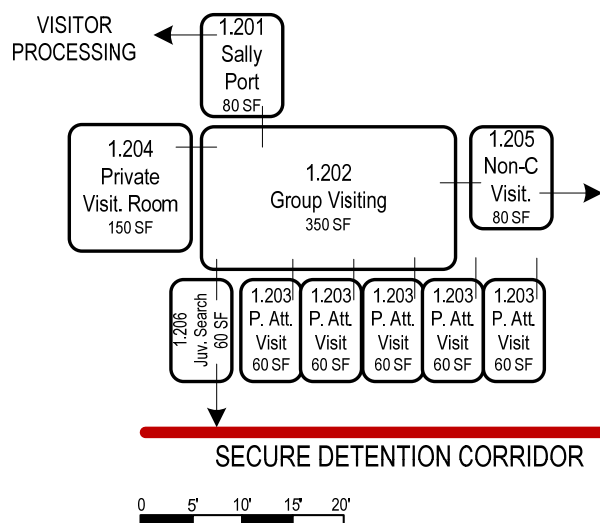
Figure 3-1 illustrates the primary spatial adjacencies that are desired for this small sub-component.

Figure 3-1  
**Critical Spatial Relationships for the Detention Lobby**



The Detention Lobby and Visitation sub-components are directly adjacent to facilitate the efficient processing of visitors into one of the several visitation rooms. Within this sub-component, the Group Visitation Room acts as the central space from which access to other private visitation spaces is gained as shown in Figure 3-2. In this diagram, and all others, the designation of “Secure Corridor” is an interior circulation way that has controlled access.

Figure 3-2  
**Critical Spatial Relationships for Visitation**

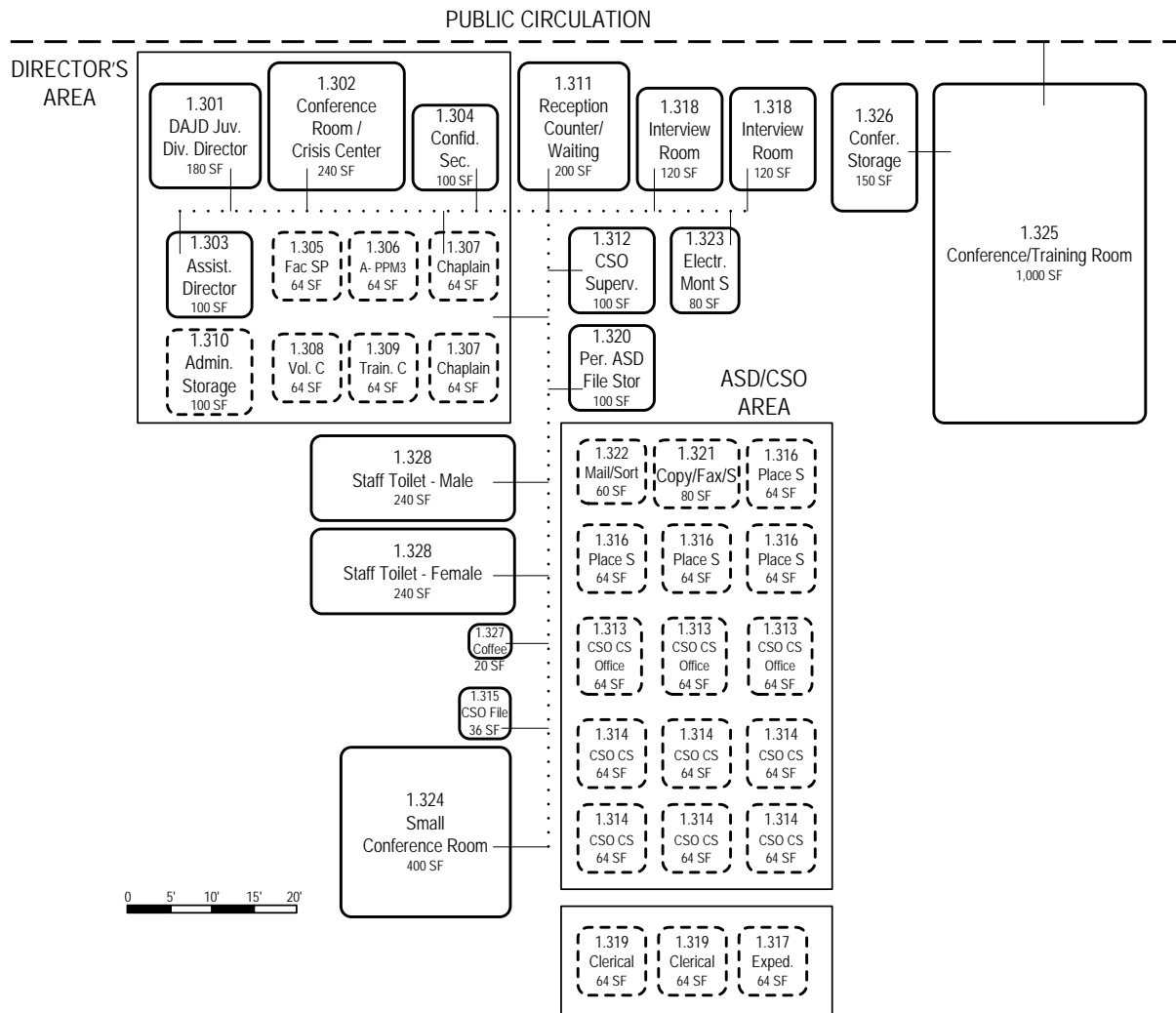




King County

The largest sub-component within Administration is devoted to the Director's Area and the ASD Program Area. Access to these areas involves staff and the general public. Litigants that have been assigned to community-based alternatives will require access to the ASD Program spaces for interviews and establishing contact and monitoring information. While functions within the Director's Area are not directly related to those within the ASD Program Area, the Director has a direct involvement with the alternatives to incarceration staff. Therefore, as shown in Figure 3-2, the internal space relationships are such that the space is viewed as one area but functions such as the toilets could be split into two separate areas serving Administration and ASD.

Figure 3-3  
**Critical Spatial Relationships for Central Administration**



The Conference/Training Room (1.325) is shown outside the grouping of other spaces since this space is used by Courts as well as Detention and requires access to both sectors of the CFJC.



## 2.000 Operations

Similar to the Administration component, the Operations component has several sub-components that are not all located in close proximity to each other. The Operations sub-component is comprised of the Detention Administration offices and spaces located inside the secure portion of the Detention Section. The electronic security “hub” for the Detention Section (and some functions related to the entire CFJC) is located in this sub-component. The most complicated operational component of the CFJC is the Admissions and Release area. The fourth sub-component, Staff Support, spaces are related more directly to the staff entrance.

### Component Description

Each of the four subcomponents has been addressed separately with the inter-relationships described graphically and verbally.

Detention Administration. Staff assigned to the secure portion of the Detention Section report to officers assigned to spaces within the Detention Administration sub-component. These spaces are all located within the secure portion but are not accessible by the youth unless escorted to this area by a Juvenile Detention Officer (JDO).

Offices and workstations in this area are dedicated to the security staff that are responsible for managing Living Hall JDO’s and escort staff throughout the Detention Area. These administrative staff should be located as close to the youth Living Halls as is feasible since on a daily basis, these staff make the essential decisions regarding the care and custody of the youth.

Since acoustically-attenuated workstations are proposed for most of the supervisors, the space will be largely defined as an open workroom within which individual workstations will be located. The Chief of Operations and Scheduling Supervisor will be in private offices. While attached to this space grouping, the Training/Briefing Room should be entered separately from a corridor.

The Shift Supervisors’ Workroom (2.104) should be in close proximity to the Lockable Storage Room (2.106) to store security equipment such as waist chains and handcuffs.

This space is intended as a daily command center for the exchange of information. Staff will not reside full time in this space (with the possible exception of the Chief of Operations and Scheduling Supervisor) but be directly involved with the supervision of staff and activities involving the youth.



Central Control. This 24/7 space has the single purpose of monitoring and controlling all remotely accessed spaces in the Detention Area. All CCTV, access controls, and life safety monitoring will occur in the Central Control Room. While doors to the cells in the Living Halls will be controlled by unit staff and from outside-the-unit posts, the Central Control Room will have the capability of override. Control of all doors leading from the secure to non-secure area of the CFJC will reside with the Control Room officer. All external calls will route through the Control Room officer.

While the monitoring and access control function is primary responsibility of the Control Room, depending upon location, the officer in this secure space may have “casual supervision” responsibility for corridors, visitation spaces, admissions and release, and staff entrance. Again, location of the Central Control Room will determine if this secondary role is feasible.

The Electronic Equipment Room is intended to house all electronic equipment that supports the Central Control Room. This space may be sub-divided to also house file servers for other IT-IDF areas of Detention. While access to the Central Control Room is critical, a separate access to a secure corridor from outside the Control Room is necessary for technicians to enter the Equipment Room.

Beyond the role of securing and monitoring the Detention Area, the Central Control Room could have selected redundant responsibilities for control to other areas of the CFJC such as the after-hours access to the Center. Anyone requiring access to the Courts or Detention Areas after 2300 hours will interact with the Central Control officer.

Admissions and Release. As noted in the introduction to this component, this area is one of the most operationally complicated aspects of the CFJC. The first impression of the youth about their journey through the juvenile justice system will most likely be formed by the spaces and staff that are encountered upon entry from the Vehicle Sallyport. Up to this time, the youth has either be in the custody of law enforcement officers or in a courtroom as an out-of-custody litigant. Upon entering the Admissions and Release component, the responsibility for care and custody shifts to Superior Court and the DAJD staff.

The vision, goals, and security principles discussed in the opening of this chapter stress the commitment of DAJD to providing the incarcerated youth a safe environment that is predominantly based on staff and youth interaction. Barriers to facilitating this critical interaction should not exist. This should not be an **adult** solution but one that reduces the anxiety that will typically accompany any youth that is being remanded to the care and custody of the DAJD.

Therefore, all spaces should be as “normative” as feasible meaning that the focus should upon fostering communication in appropriate settings. Although lockable cells are provided, these should not be used as a routine and only to temporarily hold a disruptive youth or if staff’s



presence is required elsewhere for a short term. The ambiance of this area should be surfaces, equipment, and furnishings that promote facilitate communication. Any appearance of a “jail-like” atmosphere should be minimized.

Spaces to accommodate the admissions and release process are defined by the very specific functions to be performed. Based on information provided by DAJD and Superior Court staff, the following steps characterize the typical admissions process with program space numbers indicated where appropriate for reference.

1. Arresting officer contacts Superior Court screener by telephone at CFJC to determine if youth meets booking criteria.
2. Law enforcement vehicle arrives at sallyport with handcuffed youth.
3. Youth is escorted to booking desk/front desk (2.304) by arresting officer. Youth has not yet been accepted into DAJD custody. If behavior dictates, the youth could be placed in a secure cell (2.302/2.305). If cooperative, process continues without use of cell.
4. Superior Court Screener (2.310) reviews arrest paperwork with police officer. Youth is either a) released, or b) accepted for further processing.
  - a. Youth is released and law enforcement retains custody, or
  - b. Process continues to Step 5.
5. If youth is accepted for further processing:
  - a. Intake JDO asks health questions for initial health/mental health screening:
    - If necessary, an RN is requested for more in-depth health screening (2.307).
      - RN accepts youth for booking, or
      - RN rejects youth and youth is sent with arresting officer to Harborview Medical Center for further evaluation.
6. If youth is found acceptable for incarceration, DAJD accepts youth for booking; arresting officer departs through sallyport.
7. Detention Officer removes and documents property.
8. Youth is pat-searched and passes through metal detector (2.303) with additional search in private area if required (2.315).
9. Youth is assigned to open seating (2.306) or to holding cell (2.305) if behavior requires.
10. Further screening conducted by Superior Court.
  - a. Youth is either released to responsible adult, or
  - b. Youth is placed in DAJD custody.
11. If placed in DAJD custody, youth showers (2.315) and changes into institutional clothes.
12. Youth is fingerprinted and photographed by AFIS (2.308).
13. Youth is brought back to open seating area (2.306) or placed in holding cell (2.305) if behavior or safety dictates.
14. JDO completes paperwork and books youth.
15. Youth escorted to health clinic for further health and mental health screening.
16. Youth escorted from health clinic to orientation unit.



While this process is routine for the arresting officers and the DAJD staff that participate, for some youth, this will be the first exposure to incarceration. The focus of design should be using spaces and furnishings to speak to the value that DAJD places on each youth and to minimize the use of cells when open seating will suffice; to stress appropriate lighting levels rather than the glare of detention lighting; and most importantly to choose materials that soften the surroundings so that normal communication is possible. The use of colors, natural light, and vandal-resistant, but comfortable seating is critical to creating the appropriate environment that stresses the core values of DAJD.

At the present time, the DAJD is admitting less than 3,000 youth per year, or less than 10 per day. Peak times do occur, but during a single hour during daylight hours of a typical day, perhaps one youth might be going through the steps previously described. Most of these youth will arrive at Admissions following an arrest, but some will be remanded from a courtroom to secure detention. The only difference in the process previously described is that the youth will be escorted by a JDO from court and will arrive in Admissions and Release by an internal corridor rather than through the Vehicle Sallyport.

On occasions during the period of incarceration, a youth qualifies for release from secure detention to an alternative program operated by ASD. The following steps are used to make this transfer from secure detention.

1. Youth is determined eligible for transfer to ASD.
2. JDO completes paperwork, usually in the Detention Office Workroom (2.105).
3. Youth escorted to intake/release open seating (2.320).
4. Youth brought to release changing area (2.319). No shower upon release. Youth changes out clothes.
5. Youth receives property and is escorted by ASD staff to the ASD placement specialist where youth is met by parents and receives conditions and orientation to ASD placement.

The release process is similar to one that has a youth transferred from secure detention to an ASD program. The following steps characterize the method used to release or transfer a youth to a State facility.

1. Release of youth begins with JDO in receipt of one of the following:
  - Court ordered detention or detention modification paperwork from Superior Court,
  - Release order, or
  - Pass.
2. JDO completes paperwork.
3. Youth escorted to Release Group Open Waiting (2.320) or Holding Cell (2.305) if behavior requires.





4. Youth brought to release changing area (2.315). No shower on release. Youth changes out clothes.
5. Supervisor called to intake/release to review release paperwork.
6. Youth escorted to public entry for release to a responsible adult or vehicular sallyport if waiting for transfer, release, or pass via vehicle. Property is returned to youth at the point of release/transfer.

Time to complete the admissions process should be measured in minutes and not hours. A typical admissions process should require less than one hour to complete so that the youth can be quickly transferred to the Orientation Housing where the process of adapting to incarceration can begin. Most of the functions required for release should be completed prior to the youth being escorted to the release area to minimize the time spent in this area.

Staff Support. While the goals and values of DAJD stress the commitment to exemplary care for youth in custody, the Department has an equal commitment to sustaining and retaining qualified staff that recognize and possess the unique skills to care for youth in custody. While juvenile services are a part of the adult governance structure for incarceration, the training, attitude, actions, and interpersonal communication skills is youth-focused. In that regard, staff provides the security through their skill sets and not simply relies upon barriers and devices.

To support staff in their responsibilities, as already noted, all spaces that involve interaction with youth should be designed to promote normal and direct communication by utilizing noise reduction techniques throughout the Detention Section. Spaces dedicated exclusively for staff to complete paperwork and take required breaks from the Living Halls are also provided.

After staff process through the central screening at the Public Lobby or through the DAJD-operated screening for any afterhours entry, all security staff will proceed either to the Training/Briefing Room (2.109) or to the staff lockers (2.404/2.405) prior to assuming a post in the Living Halls or other designated posts. The Staff Dining Room (2.401) within the area designated for staff will be where most staff will take breaks and potentially a meal during their shift of work. The adjoining Kitchen/Pantry (2.402) will be available for staff to prepare food for special occasions and for their shift meal. Staff will be entitled to a DAJD-provided meal that will be served from this same location.

Another feature for staff is the Wellness/Exercise Room that will contain limited exercise equipment as well as an area to sit informally in groups with other members of staff. Two Off-Duty Rooms (2.406) provide an area for rest for staff that due to crisis situations are required to remain in the CFJC for more than two shifts.

Separate staff lockers (2.404/2.405) are provided complete with full height lockers where cold and wet weather clothing can be secured during the work shift. Each staff member will be assigned a locker.



## Space List

Similar to other components, the three sub-components are in effect “stand-alone” areas with the estimated square footage based on the function of the sub-component. Table 3-4 presents the square footage allocation for each space included in the Operations component.

Table 3-4  
**Space Allocation for Operations**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>2.100 Detention Administration (Inside Security)</b>					
2.101	Chief of Operations	1	120	120	Private office
2.102	Administrative Staff	1	64	64	Open Office Furniture
2.103	Scheduling Supervisor	1	100	100	Private office
2.104	Supervisor Workstations	4	64	256	Locate in Detention Administration
2.105	Interview Room	1	80	80	Locate in Detention Administration
2.106	Detention Officer Workroom	1	80	80	Locate Near Housing
2.107	On-Duty Supervisor	1	160	160	Locate Near Housing; 2 workstations and seating for 4
2.108	Lockable Storage Room	1	80	80	Enter from On-Duty Supervisor's area
2.109	Staff Training/Briefing Room	1	400	400	Flexible seating for 20-30 staff
2.110	Staff Toilet	2	50	100	Accessible, Locate Inside Security
<b>Total Department Net Area</b>				<b>1,440</b>	
Efficiency Factor			35%	504	
<b>Total Detention Inside Security Gross Area</b>				<b>1,944</b>	
<b>2.200 Central Control</b>					
2.201	Sallyport	1	60	60	Access to Control Room
2.202	Central Control Room	1	150	150	Secure glazing on at least 3 sides
2.203	Electronic Equipment	1	180	180	Locate with Detention IT
2.204	Staff Toilet	1	50	50	Accessible
<b>Total Department Net Area</b>				<b>440</b>	
Efficiency Factor			35%	154	
<b>Total Central Control Gross Area</b>				<b>594</b>	
<b>2.300 Admissions and Release</b>					
2.301	Vehicle Sally Port	1	1,200	600	Included @ 50% of area; full size bus
2.302	High Security Holding Cell	2	70	140	Combination toilet/sink; bed
2.303	Metal Detector Screening	1	50	50	Adjacent Law Enforcement Counter
2.304	Intake Counter	1	60	60	Open counter; no barriers
2.305	Holding Cell	2	50	100	Combination toilet/sink; bench
2.306	Group Open Waiting	1	200	200	10 Youth/Television, Juvenile Toilet
2.307	RN Health Screening Alcove	1	50	50	Initial Assessment
2.308	AFIS Station	1	96	96	Fingerprint, Photo
2.309	Screener Supervisor	1	64	64	Superior Court Function
2.310	Screener Workstations	3	48	144	Workstations
2.311	Screener Interview Rooms	2	64	128	Glazing for visibility
2.312	Records	1	80	80	Lockable space
2.313	Commitment Officer	1	64	64	Adjacent to Intake Counter



Table 3-4 Continued  
**Space Allocation for Operations**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
2.314	Intake Officer Workstations	3	48	144	Adjacent to Intake Counter
2.315	Shower/Changing/Toilet Rooms	2	90	180	One Accessible
2.316	Clothing Issue Storage	1	120	120	Shelving for clothing storage
2.317	Personal Property Storage	1	500	500	Conveyor, Washer/Dryer, Bulk Stor.
2.318	Release Dressing Room	1	60	60	Accessible
2.319	Release Group Open Waiting	1	100	100	6 Youth
2.320	Mattress Cleaning and Storage	1	130	130	Mattress Storage/Cleaning
2.321	Staff Toilet	2	50	100	Accessible
2.322	Janitor's Closet	1	40	40	Utility sink, shelving
<b>Total Department Net Area</b>				<b>3,150</b>	
Efficiency Factor			40%	1,103	
<b>Total Admissions and Release Gross Area</b>				<b>4,253</b>	
<b>2.400 Staff Support</b>					
2.401	Staff Dining Room	1	400	400	20-25 Occupants
2.402	Kitchen/Pantry	1	125	125	Refrigerator, stove, base/O.H. cabinets
2.403	Staff Break Room	1	250	250	Comfortable seating/computer term.
2.404	Staff Entrance/Sallyport	1	80	80	Potential entrance from staff parking
2.405	Locker Room - Male	1	750	750	2 Showers/Toilets/Sinks
2.406	Locker Room -Female	1	750	750	2 Showers/Toilets/Sinks
2.407	Off Duty Room	2	80	160	For overnight staff rest
2.408	Wellness/Exercise Room	1	250	250	Could combine w/Courts Wellness Ct.
<b>Total Department Net Area</b>				<b>2,765</b>	
Efficiency Factor			25%	691	
<b>Total Central Control Gross Area</b>				<b>3,456</b>	
<b>Total Administration Component Gross Area</b>				<b>10,247</b>	
Building Grossing Factor			15%	1,537	
<b>TOTAL AREA for OPERATIONS COMPONENT</b>				<b>11,784</b>	

The spaces representing the Operations Component total 11,143 when the 15% building grossing factor is added to the total departmental gross square feet.

### Adjacencies

None of the three sub-components for Operations require an adjacency with the other. If possible, the Detention Administration should be easily accessible to the staff entry but this does not require a direct physical connection. If the Control Room is assigned a responsibility other than the remote monitoring and control of electronic systems, then a physical connection to Admissions and Release or Visitation would be appropriate.



Admissions and Release should have a direct physical link to either a vehicle sallyport or an elevator that is dedicated between a sallyport and the booking area. Since youth will be released from this area, an uncomplicated connection (direct or via corridor) between the release area and the Detention Lobby is important. Figures 3-4 illustrates the grouping of spaces within the Detention Administration and the relationship to the Staff Training/Briefing Room.

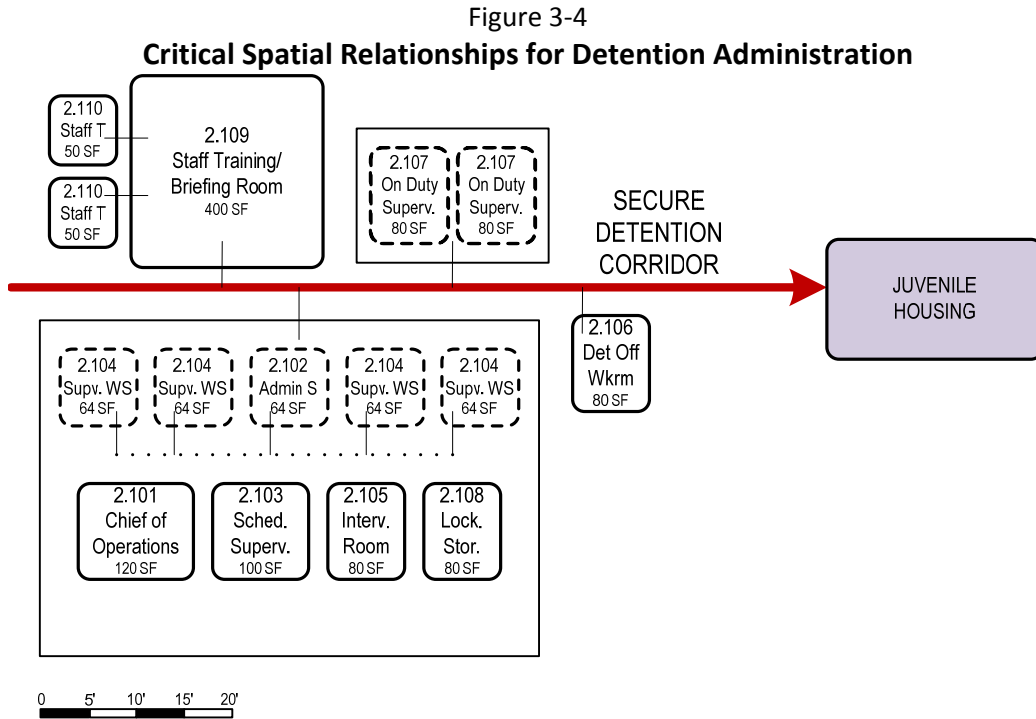
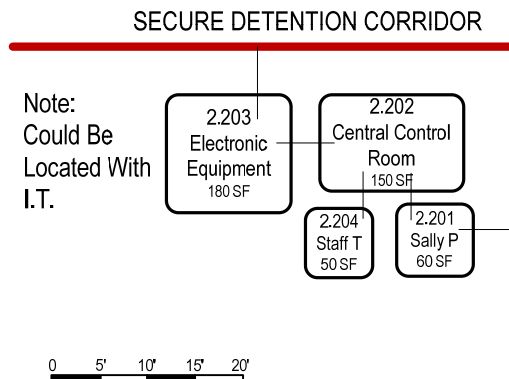


Figure 3-5 demonstrates the importance of the Electronic Equipment Room (2.203) being located so that access can be achieved from a secure corridor as well as through the Control Room (2.202). The Control Room Sallyport (2.201) should also be accessible from the corridor.

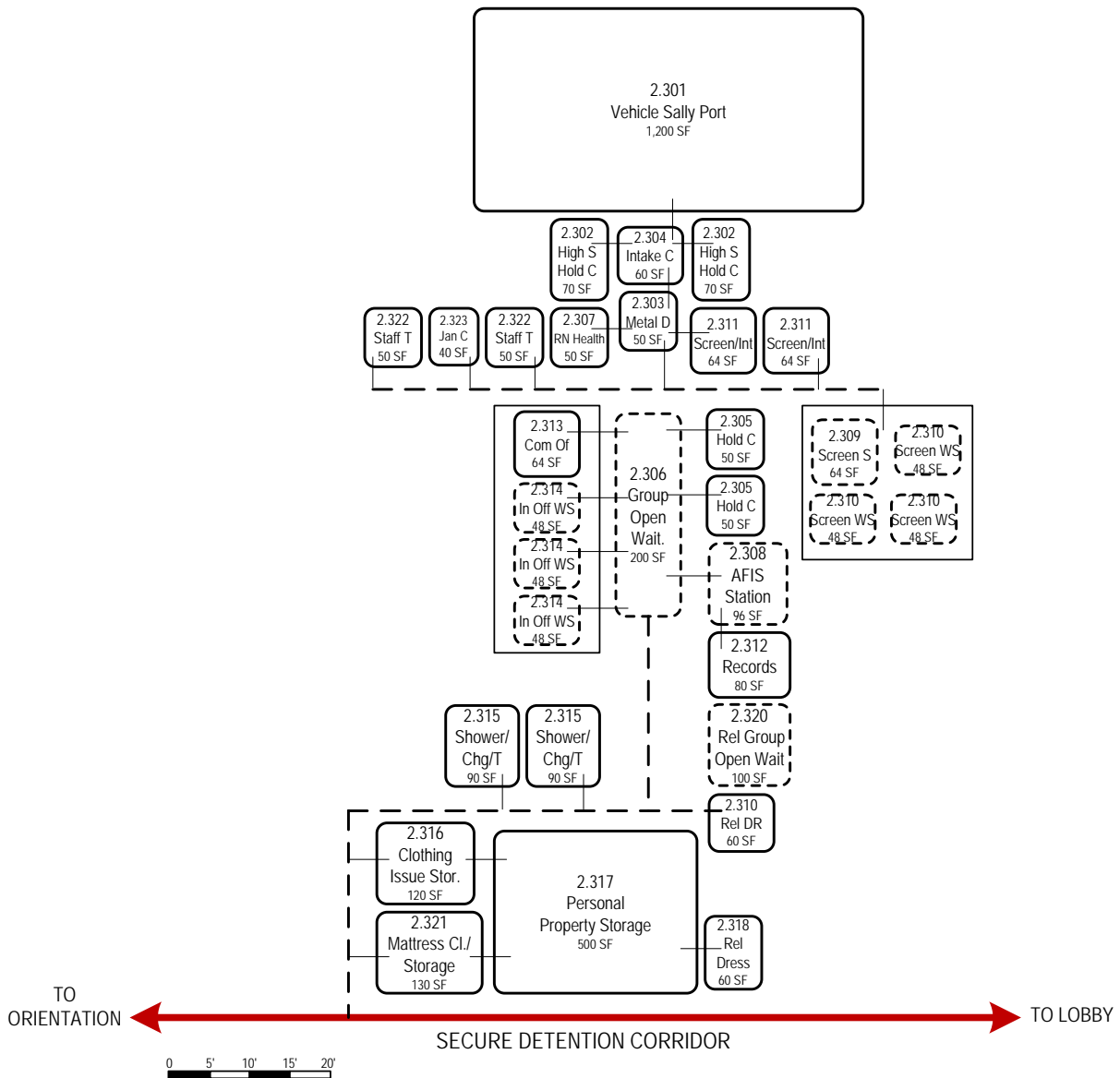
Figure 3-5  
**Critical Spatial Relationships for Central Control**





As noted earlier, the Admissions and Release sub-component is universally the most complicated area in detention because the spaces should complement the linear process of booking a youth into the CFJC releasing one from the facility. The relationship of spaces should be such that the process of completing one step before another is initiated is made as efficient as possible. Figure 3-6 is a relationship diagram that clusters activities that support the intake and release process: 1) receiving and verification; 2) screening and committing; 3) identification and information gathering; 4) admitting; and 5) releasing or transferring.

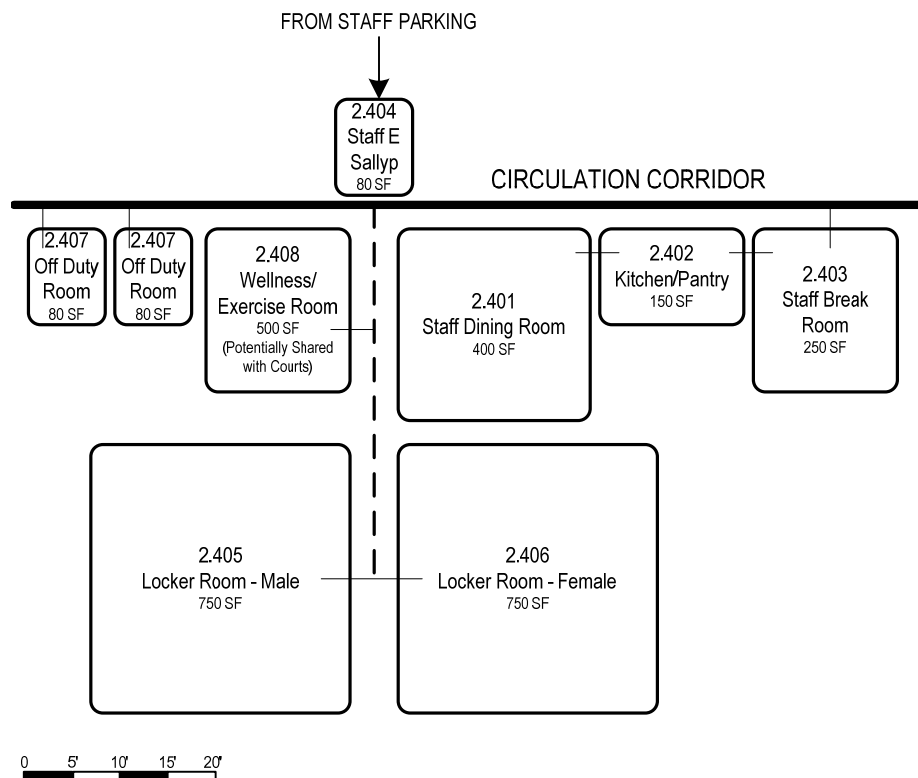
Figure 3-6  
**Critical Spatial Relationships for Admissions and Release**





The Staff Support spaces serve as a cluster of functions that provide staff the opportunity to relax and interact while dining, on break, exercising, or resting. Figure 3-7 illustrates the relationships and while the spaces are shown to be accessed from an interior secure corridor, depending upon the location within the structure, these spaces could be directly accessed from a controlled space, such as staff parking within the structure.

Figure 3-7  
**Critical Spatial Relationships for Staff Support**





### 3.000 Support Services

The efficient operation of the Detention Section depends upon appropriate spaces for the functions that support the daily activities of the youth and the staff. This component is divided into four critical sub-components (Food Service, Medical Services, General Services, and IT Services) that need not be co-located within the Detention Section.

#### Component Description

Since each of the four sub-components in Support Services operates independently of the other, a separation explanation for each is provided.

Food Service. Food for the youth at CFJC will be prepared on-site and the youth will receive three hot meals each day and an evening snack before lights-out.

The Detention Section must be capable of receiving daily deliveries of food products, although arrangements should be made for scheduled deliveries at specified days and times to minimize the use of the loading dock and staff to supervise this function. Some of the food supplies will arrive from the food storage at the RJC such that delivery vehicles and staff will be known by the DAJD staff at CFJC. This is critical in the achievement of scheduled deliveries since most deliveries arrive direct from contracted vendors. The removal of waste products will also be an activity that will be scheduled to meet optimum DAJD staffing responsibilities.

All meals will be prepared in the Food Service sub-component by civilian staff. Youth are not involved in any aspect of this operation, but in the future could be as a part of a culinary arts training program. While insulated trays transported on carts will be used for all meals, the DAJD wants to have the option of serving a “family-style” evening or weekend meal. In this instance, prepared food will be placed in temperature controlled carts and transported to the Living Halls for group dining in the Dayrooms. Living Hall JDO’s will be responsible for oversight of the delivery of food trays or the service of food portions from a temperature-controlled cart.

The food carts will be transported from the food preparation area by food service staff and placed in a Pantry in the Living Hall. At the time for the service of a meal, the Living Hall JDO will oversee the distribution of the trays. Youth will eat in the Dayroom. At the completion of the meals and the orderly return of trays and utensils to the food cart, food service staff will collect the carts and return them to the Cart Wash/Storage (3.108) area for cleaning.

Dry, refrigerated, and freezer storage is provided based on maintaining at least a 7-day supply of food products. The size of the refrigerated space (3.104) is based on a maximum of 3-5 days from the time the product is stored until the product is used.



Medical Services. While youth do not typically have the same chronic health care issues as adults in custody, the desire to focus on prevention, wellness and healthy lifestyle choices underpins the core values of DAJD. In this regard, every aspect of their period of confinement is an opportunity to educate the youth on making appropriate lifestyle choices; as well as manage acute and chronic healthcare issues during the detention stay.

The Medical Services sub-component is divided operationally into three functions: 1) administration. 2) clinic and infirmary, and 3) support. While walls may not distinguish the functionally separate areas, the activities with each require specialized spaces.

As was noted earlier in the discussion of the Admissions and Release Component, every youth admitted will receive an initial screening by an intake officer. Typically, this will occur in the intake area (space 2.307) at which time very general information will be received from an initial screening. Most health care information at that time will be self-reported and the RN or mental health staff will be contacted if there are flags. The next opportunity for a medical encounter occurs directly after Intake in the clinic during which the youth will be escorted to the clinic for more in depth health and mental health screens.

Within the Medical Services Component, approximately 2,300 square feet will be devoted to the administrative support of the examination and treatment services. This area contains the offices for health care staff, records, patient interview rooms, charting, and the waiting area for the patients.

Actual examination and treatment occurs in the clinic and infirmary area which houses the examination rooms (3.215/3.216) and the infirmary rooms (3.220/3.222). Youth reporting to a JDO, or the initial health/mental health screening determines the need to see a health care specialist, and youth are placed on sick call. Youth may also be initially triaged by a health care specialist during medication rounds to living halls; and be escorted to the Clinic.

Depending upon the nature of the need, the youth will either be interviewed in one of the three rooms (3.204/3.205) or examined in one of the previously identified examination/treatment rooms. Youth that must be separated from the general population for medical or mental health reasons will be assigned to either a negative pressure room (3.220) or one of the three private Infirmary Rooms (3.223). One Observation Room (3.224) will be equipped for the reduction of self-harm.

The ambiance of the Medical Services sub-component should reflect that of a community health clinic with a strong design focus upon light, confidentiality/privacy, and noise levels. While the infirmary rooms should be secure, every effort should be made to avoid a detention appearance. The use of floor, wall, and ceiling materials should reflect a community hospital environment.





General Services. The Judicial and Detention Sections of the CFJC share selected services including a public lobby, central mechanical areas, loading dock, maintenance shops, and large storage. These spaces are documented in the Judicial Section of this document. The only General Services spaces that are included in the Detention Section component are the Mail Screening (3.301) and the Storage Supply Clerk (3.302). All other spaces that would be typically included in a “standalone” juvenile detention facility are shown in Chapter 2 of this document.

Detention IT Services. The central file server spaces for the CFJC Complex are included in the tables in Chapter 2 for the Judicial Section. Within the Detention Section, only spaces for the IT Manager (3.401), an IT Workroom (3.402), and IT Storage (3.403) are included. File server rooms will be distributed, as required, throughout the Detention Section and are a part of the DGSF factor per component.

### Space List

The four sub-components are in effect “stand-alone” areas with the estimated square footage based on the function of the sub-component. Table 3-5 presents the square footage allocation for each space included in the Support Services component.

Table 3-5  
**Space Allocation for Support Services**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>3.100 Food Service</b>					
3.101	Sallyport	1	80	80	Remotely controlled locks
3.102	Receiving	1	100	100	Adjacent to Loading Dock
3.103	Dry Storage	1	300	300	Floor-to-ceiling shelving
3.104	Walk-In Refrigerator	1	150	150	Pre-fabricated unit
3.105	Walk-In Freezer	1	250	250	Pre-fabricated unit
3.106	Food Prep/Cooking/Tray Prep	1	500	500	Per Food Service criteria
3.107	Scullery	1	150	150	Layout equipment driven
3.108	Cart Wash/Storage	1	250	250	Storage for five carts
3.109	Food Service Supervisor	1	100	100	Private office
3.110	Secure Storage	1	40	40	Lockable space
3.111	Waste/Refuse Area	1	40	40	Adjacent to Loading Dock
3.112	Staff Workstation	1	150	150	2 cooks and supervisor
3.113	Staff Toilet	1	50	50	Accessible
3.114	Laundry Alcove	1	40	40	Commercial grade washing mach./dryer
3.115	Janitor's Closet	1	40	40	Utility sink, shelving
<b>Total Department Net Area</b>				<b>2,240</b>	
Efficiency Factor			25%	560	
<b>Total Food Service Gross Area</b>				<b>2,800</b>	



Table 3-5 Continued  
**Space Allocation for Support Services**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>3.200 Medical Services</b>					
<b>Medical Administration</b>					
3.201	Waiting	1	100	100	Seating for 5
3.202	Waiting Area Toilet	1	50	50	Pass Through to Lab, Accessible
3.203	Medical Laboratory (Spec. Collection)	1	125	125	2 Sinks, Refer., Locked Storage
3.204	Interview - Nurse Assessment	1	80	80	Adjacent to Lab
3.205	Interview - Mental Health Assessment	2	80	160	Private office
3.206	Mental Health Lead	1	100	100	Private office
3.207	Mental Health Staff	3	48	144	Workstation
3.208	Medical Records	1	140	140	Lockable room
3.209	Clerical Workstation	1	48	48	Workstation
3.210	Health Service Supervisor Office	1	100	100	Private office
3.211	Occupational Health Nurse	1	100	100	Private office
3.212	Nurses Station	1	330	330	Includes JDO Station; space for med cart/crash cart
3.213	Charting Area	1	25	25	Alcove space
3.214	Staff Workroom	1	200	200	Staff Meetings for 10-12
<b>Subtotal Medical Administration</b>				<b>1,702</b>	
Efficiency Factor			35%	596	
<b>Total Medical Administration Gross Area</b>				<b>2,298</b>	
<b>Medical Clinic and Infirmary</b>					
3.215	Medical Exam Room	2	100	200	Overhead and base cabinets
3.216	Medical Procedures	1	130	130	Clean and dirty side
3.217	Dental Suite	1	120	120	Includes compressor
3.218	Medical Staff Office	1	160	160	Shared - 2 Staff/2 Contract Residents
3.219	Medication Room	1	90	90	Lockable room w/shelving
3.220	Isolation Room	1	110	110	Negative pressure room
3.221	Isolation Vestibule	1	80	80	Hand Washing Sink
3.222	Isolation Shower	1	50	50	Accessible
3.223	Infirmary Rooms	3	110	330	Includes toilet w/privacy screen
3.224	Observation Room	1	70	70	Padded surfaces; floor toilet w/outside controls; video camera; meets standards
3.225	Food Staging Area	1	50	50	Patient meal staging w/ice machine
3.226	Shower/Tub Room	1	120	120	Accessible
<b>Subtotal Medical Clinic and Infirmary</b>				<b>1,510</b>	
Efficiency Factor			40%	529	
<b>Total Medical Clinic and Infirmary Gross Area</b>				<b>2,039</b>	
<b>Medical Clinic and Infirmary Support Spaces</b>					
3.227	Staff Toilet	1	50	50	Accessible
3.228	Clean Utility/Linen/Storage	1	60	60	Lockable space
3.229	Soiled Utility	1	40	40	Lockable space w/waser-dryer
3.230	Medical Storage/Equipment	1	100	100	Lockable space
3.231	Janitor's Closet	1	40	40	Utility sink, shelving
<b>Subtotal Medical Clinic and Infirmary Support Spaces</b>				<b>290</b>	
Efficiency Factor			35%	102	
<b>Total Medical Clinic and Infirmary Gross Area</b>				<b>392</b>	
<b>Total Medical Component Gross Area</b>				<b>4,728</b>	



Table 3-5 Continued

**Space Allocation for Support Services**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>3.300 General Services</b>					
3.301	Mail Screening	1	120	120	Lockable space; adjacent to Loading Dock
3.302	Storage Supply Clerk	1	64	64	Open workstation
<b>Subtotal General Services Spaces</b>				<b>184</b>	
Efficiency Factor			20%	37	
<b>Total General Services Gross Area</b>				<b>221</b>	
<b>3.400 Detention IT Services</b>					
3.401	IT Manager	1	64	-	Workstation in IT Workroom
3.402	IT Workroom	1	120	120	Workstations
3.403	IT Storage	1	120	120	Lockable room w/shelving
<b>Subtotal General Services Spaces</b>				<b>240</b>	
Efficiency Factor			35%	84	
<b>Total General Services Gross Area</b>				<b>324</b>	
<b>Total Operations Component Gross Area</b>				<b>8,073</b>	
Building Grossing Factor			15%	1,211	
<b>TOTAL AREA for SUPPORT SERVICES COMPONENT</b>				<b>9,283</b>	

Applying the 15% building gross factor to the DGSF totals for each of the four sub-components, the total square footage for the Support Services Component is 9,283.

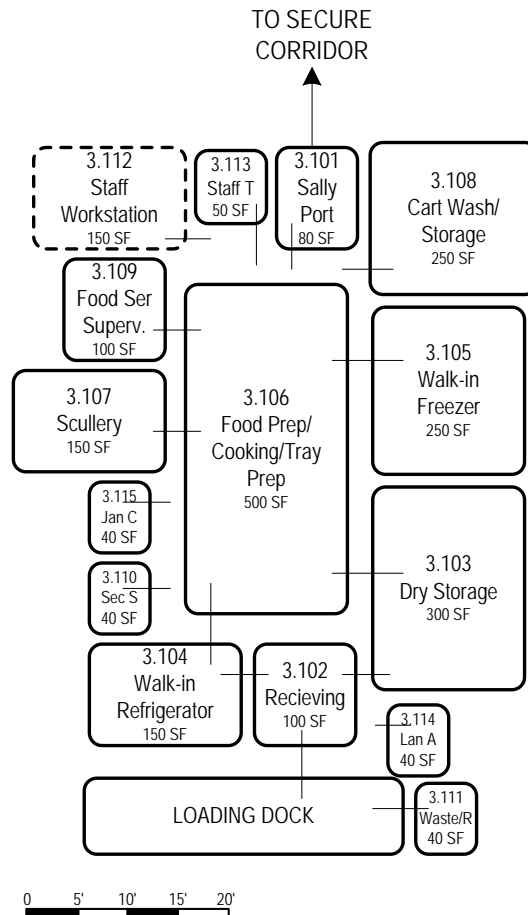
**Adjacencies**

Food service should be within a reasonable distance to the loading dock for ease of moving supplies into one of the several storage units. Should the loading dock and Food Service sub-component be located on separate levels, as direct an elevation connection between the Loading Dock and the Food Service sub-component is the most efficient. While Figure 3-8 illustrates a direct relationship between Receiving (3.102) and the Loading Dock (shown in Judicial Section program in Chapter 2), this link may be vertical rather than horizontal as dictated by site constraints.

Within the sub-component, most of the spaces revolve around the Food Preparation Area (3.106) with the Food Service Supervisor (3.109) located such that with a glazed office, oversight will be possible of the Food Preparation Area. The overall relationship of spaces with the Food Service sub-component is shown in the following diagram.



Figure 3-8  
Critical Spatial Relationships for Food Service



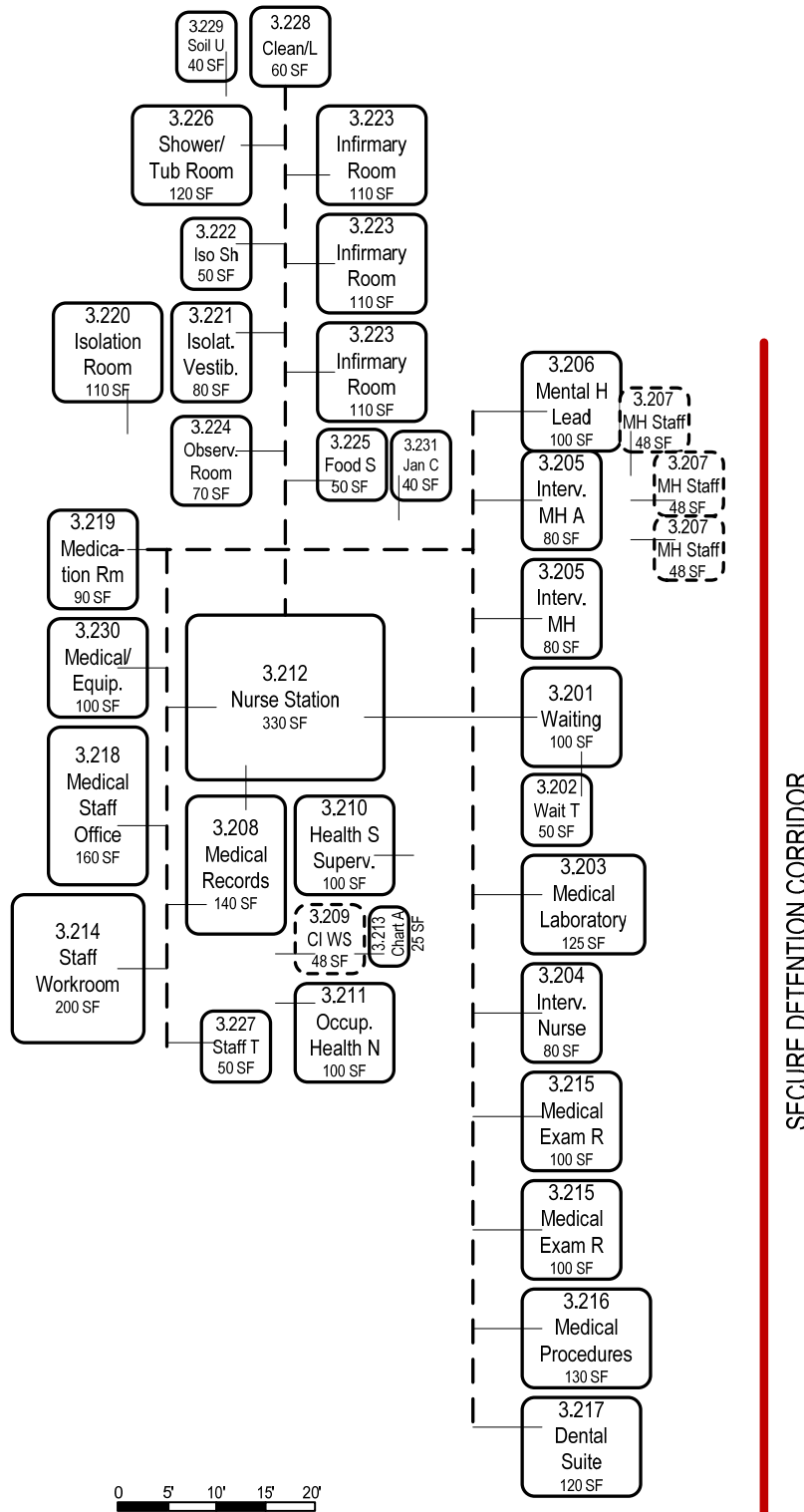
The Nurse Station (3.212) serves as the center of activities the Health Clinic with privacy/confidentiality provided between offices for health/mental health staff. This function should be located so that observation of the Waiting Area (3.201), the corridor to the Interview Rooms (3.205) and Examination Rooms (3.215/3.216), and into the infirmary area is achievable. The Nurse Station should also have direct sight of the Medication Room (3.219) and immediate access to the Medical Records (3.208). Staff offices/work areas do not need to be in sight (can be in the back of the health clinic).

Patients should have access to the Interview Rooms (3.205) and Mental Health staff (3.206/3.207) from the Waiting Area without directly entering the medical area.

The infirmary area, while easily accessible from the Nurse Station, should be capable of being secured while patients are present. Figure 3-9 presents the proposed relationships of spaces in the Medical Services sub-component.



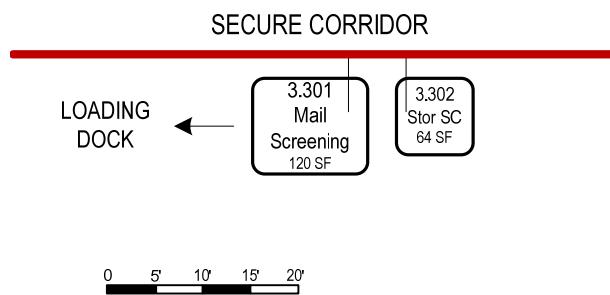
Figure 3-9  
**Critical Spatial Relationships for Medical Services**





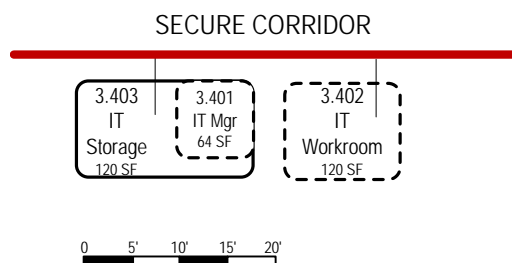
Both the General Service and the IT Service sub-components are “standalone” spaces. As noted earlier, the CFJC complex as a total has spaces dedicated to the types of spaces that are typically associated with general services and are presented in Chapter 2 of this document. From a spatial relationship perspective, the Mail Screening Room (3.301) would be most efficient if located near the Loading Dock where all supplies and mail will be received for screening. Figure 3-10 indicates the two spaces in this sub-component.

Figure 3-10  
**Critical Spatial Relationships for General Services**



Similar to General Services, the main IT section for the CFJC complex will be located within the Judicial Section that is addressed in Chapter 2. The two offices that are dedicated to the IT functions directly related to the Detention Section could be located with Administration or Detention Administration and will be driven largely by the ultimate configuration of the Detention Section. Figure 3-11 illustrates the internal relationships of the IT General Services.

Figure 3-11  
**Critical Spatial Relationships for IT General Services**





## 4.000 Programs

At this stage, detention in the CFJC will be reserved for youth that are being held for trial and have not been adjudicated and committed to serve a sentence. However, while the programs that are provided meet the mandatory requirements of the State of Washington for youth on pretrial status, the spaces are adequate to meet the needs of adjudicated youth, should that ever become a requirement of counties in Washington.

The Programs Component has three distinct areas: 1) Education; 2) Recreation; and 3) Library and Spiritual Center. Each contributes to the goals of the DAJD regarding the full engagement of youth in meaningful activities during their time in custody. While connected through a sharing of common goals and principles, the spaces are not necessarily contiguous or related.

### Component Description

The three sub-components of the Programs Component are significantly different in space requirements with Recreation, by the nature of the gymnasium space needs, consuming the most square footage. The following paragraphs summarize the operational basis for each of the three sub-components.

Education. Education in short-stay juvenile facilities cannot be as comprehensive as in committed facilities, therefore, the DAJD focus is upon literacy training and differentiated learning. Since the classrooms are de-centralized to the individual Living Halls, the class size never exceeds the number of youth in a Living Hall. For normal operations, this number is 14 students.

The approach to instruction is traditional as would be found in most schools in King County. Computer-based instruction is standard, although on-line learning options have not yet been adapted. However, the inclusion of this approach in the classroom, dayroom, and even individual rooms can be expected in the near future and the design of the facility should reflect this eventuality. Since the classroom is included with the Living Halls, a more detailed description of the space will be included in a discussion of the Housing.

In the Programs Component, education spaces are dedicated to a central area of Workstations (4.102) for four teachers, a teacher's Toilet (4.103), and a large Multi-Purpose Classroom (4.101). The centralized Multi-Purpose Classroom is intended to be a flexible space for a range of academic and vocational programs. Various configurations for central and wall-facing computer workstations should be explored. Built-in storage units should be included.

Teachers will normally remain in their classrooms with the students the entire school day (0900-1500) except for breaks and lunch times for the students. The centralized four



workstation area provides unassigned space for a teacher to conduct non-classroom based business and for volunteer instructors to prepare for their period of instruction in a classroom.

Recreation. Youth will have access to the centralized Gymnasium (4.201) for a variety of wellness-focused activities at least three times per week. Not only is the Gymnasium used for traditional indoor ball activities such as basketball, volleyball, indoor soccer, dodge ball, among others, this space will also be used for concerts, graduations, speeches, and other forms of large assemblies.

While fulltime staff is assigned to the recreation program, many activities and programs are offered through volunteers. A separate Volunteers Workroom (4.206) should be available that is in close proximity to the Gymnasium floor and the Coordinator's Office (4.205). Some of the current volunteer activities include:

- Yoga – outside instructors provide instruction to boys and girls (separately).
- Girls Group – outside subject matter experts provide information and participatory group instruction on: health, reproductive health, legal issues, domestic violence, strength based self- image, etc.
- IMPROV – actors working through a Seattle theater group provide instruction to youth.
- Game On – a variety of games via PlayStation, X-Box, and Wii available to youth at a certain level in the Level System.
- Get Fit – a volunteer group that provides structured gym activity: volleyball, dodge ball, football, basketball, etc.

These are intended as examples only of current volunteer programs that are offered to supplement the traditional out-of-Living Hall recreational choices that will be available each day. The important design consideration is that this central space is flexible enough to accommodate a wide range of activities and with a ceiling height such that basketball can be played similar to any middle school gymnasium.

Library. A library in a short-stay environment must be a flexible space. Students will not spend significant amounts of time in this space doing research for homework assignments. Most of the time spent will be to supplement work in the classroom and to teach the youth the basic skills of how to understand and navigate a school or public library. While initially a book-based approach to reading for study and leisure, the Library (4.301) in the CFJC should also be capable of meeting the “wired generation” needs for connection to electronic learning through large screen video and controlled access to the internet.

As a basis for sizing space for the traditional bookshelves, 50-75 volumes per youth based on an initial capacity of 150 should be used. The space planning should consider that similar to the Seattle School District libraries, the CFJC Library will be providing an increasing number of books





and magazines through electronic devices. The Computer Carrels (4.305) should be capable of accommodating desktop, laptop, and tablet devices.

Spiritual Center. While not originally included in the 2012 Program, a dedicated, multi-faith space will be included in the CFJC. The Multipurpose Spiritual Room (4.306) should be designed to accommodate services for 20-25 youth at one time. Any larger services will utilize the Gymnasium (4.201) or the Multipurpose Classroom (4.010). Two Storage Rooms (4.307) provide the space to store the unique equipment and reading materials appropriate to the various spiritual programs that will be offered. The Multipurpose Spiritual Room (4.306) must be a “faith-neutral” space that can, with the addition of portable icons and materials be transformed to meet the needs of one of several predominate faith groups represented in the profile of the population.

While offices for the two fulltime Chaplains (1.307) are included in the Administration Component, two Workstations (4.308) should be co-located with the Multipurpose Spiritual Room that will be located in the secure area of the CFJC. Similar to the education and recreation programs, the spiritual programs are largely supplemented by volunteers.

The Program Component of the CFJC should be distinguished by the use of design concepts, materials, and furnishings that are typically found in contemporary schools including access to large screen videos and internet connections. Security devices, barriers, and implements are not required since staff will be present when students are participating in scheduled programs.

### Space List

Space requirements for the four sub-components (distinguishing Spiritual as a separate area from the Library) are unique to the particular function. The Recreation subcomponent is necessarily the largest and as noted, the classrooms are actually included in the space assignments for Housing and, therefore, the requirement in the Program Component is only for a few dedicated workstations. Table 3-6 presents the square footage allocation for each space included in the Program Component.

Table 3-6  
**Space Allocation for Programs**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>4.100 Education</b>					
4.101	Multipurpose Classroom	1	600	600	30 Occu., Dividable, Computers
4.102	Teacher Workroom	4	64	256	Copier, Fax
4.103	Teacher Workroom - Toilet	1	50	50	Accessible
<b>Total Department Net Area</b>				<b>906</b>	
Efficiency Factor			35%	317	
<b>Total Education Gross Area</b>				<b>1,223</b>	



Table 3-6 Continued  
**Space Allocation for Programs**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>4.200 Recreation</b>					
4.201	Gymnasium	1	3,000	3,000	Partial Size Gymnasium
4.202	Storage - Gymnasium	1	300	300	Capable of storing 200 chairs
4.203	Toilet - Gymnasium	1	50	50	Accessible
4.204	Janitor's Closet - Gymnasium	1	40	40	Utility sink, shelving
4.205	Recreation Office	1	100	100	Private w/glazing in door; storage cab.
4.206	Volunteers Workroom	3	48	144	Workstations
4.207	Staff Toilet - Gymnasium	1	50	50	Accessible
<b>Total Department Net Area</b>				<b>3,684</b>	
Efficiency Factor			15%	553	
<b>Total Recreation Gross Area</b>				<b>4,237</b>	
<b>4.300 Library and Spiritual Center</b>					
<b>Library</b>					
4.301	Library	1	1,000	1,000	Shelving for books; computer carrels
4.302	Librarian Office	1	100	100	Glazing for observation
4.303	Checkout Counter	1	80	80	Low height counter
4.304	Library Work Room	1	100	100	Book Storage/Repair
4.305	Library Computer Carrels	14	20	280	
<b>Total Department Net Area</b>				<b>1,560</b>	
Efficiency Factor			35%	546	
<b>Total Library Gross Area</b>				<b>2,106</b>	
<b>Spiritual Center</b>					
4.306	Multipurpose Spiritual Room	1	400	400	Seating for 20-25
4.307	Storage	2	40	80	Lockable spaces
4.308	Counseling Office	2	80	160	Private room
<b>Total Department Net Area</b>				<b>640</b>	
Efficiency Factor			25%	160	
<b>Total Spiritual Center Gross Area</b>				<b>800</b>	
<b>Total Library and Spiritual Center Gross Area</b>				<b>2,906</b>	
<b>Total Programs Component Gross Area</b>				<b>8,366</b>	
Building Grossing Factor			15%	1,255	
<b>TOTAL AREA for OPERATIONS COMPONENT</b>				<b>9,621</b>	

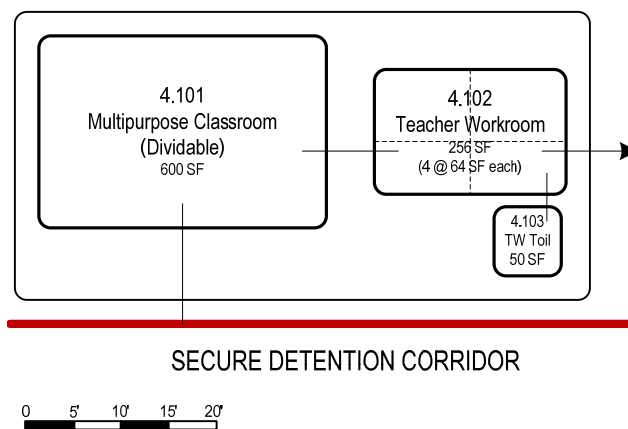
Applying the 15% building gross factor to the DGSF totals for each of the four sub-components, the total square footage for the Program Component is 9,621.

## Adjacencies

All of the spaces associated with the Program Component are located with the secure portion of the Detention Section, including the Teachers Workstations. Youth will attend activities in any of the Program Component spaces though escort or observed circulation. While in these spaces, the youth will be under direct supervision of staff.

As noted earlier, the classrooms will be shown as a part of the Housing Component and the space dedicated to education in the Programs Component is associated with workstations for teachers leaving the classrooms for more private work and volunteer teachers. Both the Teacher Workroom (4.102) and the Multipurpose Classroom (4.101) should have access directly from the corridor. Figure 3-12 illustrates the basic functional relationships within this area.

Figure 3-12  
**Critical Spatial Relationships for Education**



Within the Detention Section of the CFJC, the Recreation Component should be in a central enough location that access from the various Living Halls is as direct and easy as possible. The height of the Gymnasium will contribute to the location of the Recreation subcomponent.

The partial-sized Gymnasium (4.201) dominates the Recreation subcomponent and from this space, all others in the component relate. Telescoping bleachers should be included within the Gymnasium.

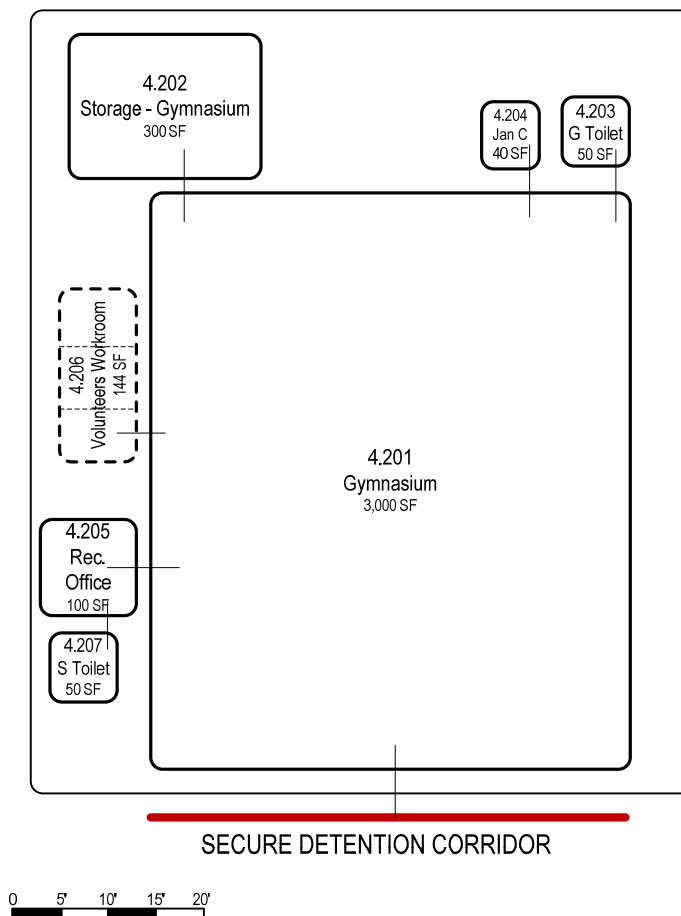
The Recreation Coordinator's Office (4.205) and the Volunteers' Workroom (4.206) should be adjoin and have a direct connection to the Gymnasium. Glazing should be used to provide direct observation of activities occurring in the Gymnasium. A separate Staff Toilet (4.207) should be a lockable area adjacent to the Recreation Coordinator's Office While a stationary.



The Storage Room (4.202) should open directly into the Gymnasium and while a fixed stage is not required, the Storage Room must be able to accommodate the equipment for a portable stage. Chairs to seat up to 200 students, staff, and visitors must also be stored in the Storage Room.

Figure 3-13 illustrates the critical adjacencies for this subcomponent.

Figure 3-13  
**Critical Spatial Relationships for Recreation**



In the adjacency diagram that follows, the Library subcomponent includes the Spiritual Center spaces. The spaces for both of these important programmed functions should be as accessible to the youth as feasible. Both areas will be within the secure portion of the Detention Section and both require access by youth, staff, and volunteers.



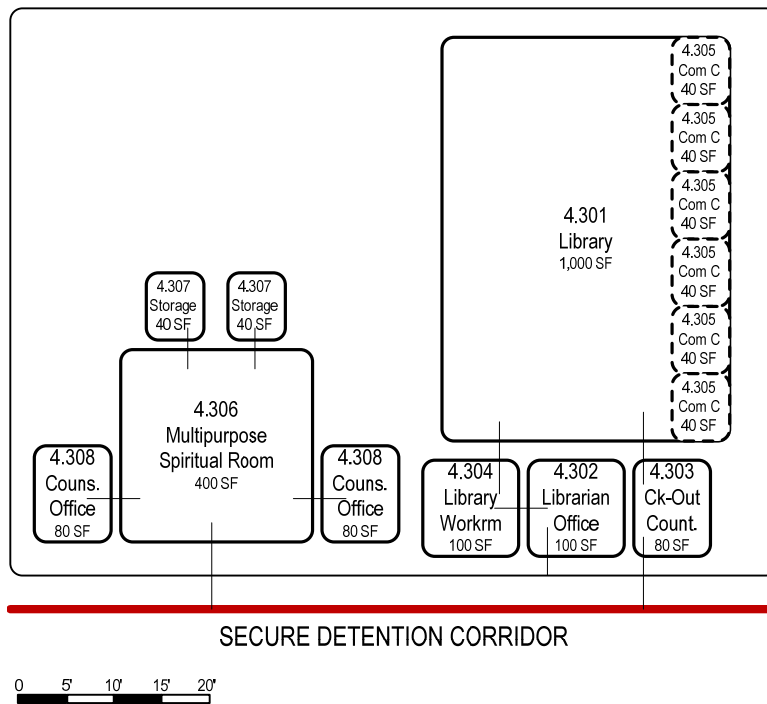
The “form-giver” of the area dedicated to the library functions is the 1,000 square foot open space for the books (4.301) off of which all other spaces are located. Although listed as separate spaces, the Computer Carrels (4.305) are part of the Library space.

The Librarian’s Office (4.302) and adjoining Workroom (4.302) should be located near the Check-Out Counter (4.303) for control and observation.

Although shown in the same diagram, the Spiritual Center need not be located adjacent to the Library area. This single Multipurpose Room (4.306) should have direct access from the primary circulation corridor with two Counseling Offices (4.308) also having direct access from the corridor, but adjacent to the Multipurpose Spiritual Room.

Figure 3-14 illustrates the desired relationships for this subcomponent.

Figure 3-14  
**Critical Spatial Relationships for Library and Spiritual Center**





## 5.000 Housing

The housing area (traditionally referred to as Living Halls by the DAJD) is the single most important area that visually represents the core values for the care and custody of youth in King County. While security and youth and staff safety is paramount, the use of traditional adult correctional solutions to the arrangement of and within the Living Halls is unacceptable. The overarching guiding principle that impacts all design choices is that staff, not barriers and devices, secures the Living Halls.

Because this component of the CFJC Detention Section is so critical to establishing the perception of youth in the custody of King County, the guiding principles are enumerated as follows:

1. Public, staff, and youth safety should be assured through a dynamic security approach to management, control, and design.
2. An evidence-based placement approach should be used to assign the youth to Living Halls and determine the level of control that should be required.
3. Sustaining direct and continuous interaction between staff and youth dictated the maximum size of living units at 14.
4. While a youth may require confinement to his/her room, a separate segregation Living Hall is not appropriate.
5. Using a dynamic security approach, the design of Living Halls should promote and sustain normalized communication between staff and the youth.
6. Living Halls will include decentralized functions to support education and skills training, counseling, and medical triage to enhance socialization and improve operational efficiency. Interactive large screen TV's should be used to support de-centralization.
7. Living Halls should include a Pantry that provides the flexibility to serve at least one meal a day in the Dayroom using a "family-style" approach. Appliances should be capable of easy maintenance.
8. All surfaces should be vandal resistant, easily maintained, and designed to minimize an institutional appearance.
9. Interaction between staff and the youth should be supported by a combination of group and private meeting spaces.
10. A Sleeping Room will house one youth and be technologically capable of accommodating interactive tele-learning equipment.
11. Sleeping Rooms will be "wet" but with privacy screening provided around the water closet which should allow for partial view for safety and security. Power should be provided to allow for electronic operation and monitoring of the doors.
12. Abundant natural light should be used in all spaces of the Living Hall including individual Sleeping Rooms.



Adherence to these principles is the foundation to achieving an environment that is appropriate to the unique needs of youth.

As expressed in the above principles, each Living Hall operates under a dynamic supervision model, meaning that during hours of operation when youth are out of their rooms, staff is always present and in direct contact. This cornerstone requirement means that the configuration and furnishings in Sleeping Rooms and the Dayroom can be normative and not of an overly institutional nature. Furnishings in higher classification sleeping rooms will need to have the level of durability that is required for the classification.

In the 2012 Program a decision was reached to base the configuration for housing on three “clusters” of four, 14-room Living Halls that are flexibly designed to be able to serve detained youth or community-based programs. All Living Halls are based on 14 individual Sleeping Rooms, with the exception of two. A 6-room Orientation Living Hall is included for youth to spend the first several hours after completing the admissions process. A second, separate 6-room Living Hall is provided for youth admitted under the Becca Act (non-offender) for safekeeping.

During the course of this Program Update, through a public input process, the type of accommodation for youth was re-visited with a decision to dedicate one “cluster” of 4, 14-room Living Halls that are flexibly designed to be able to serve detained youth or future community-based programs. For the sake of a “label” for this unique program and space, the term “Transition Housing” will be used in this Program Update.

The total number of sleeping rooms is 166, which includes 12 rooms for orientation and non-offender populations. The facility will be able to house 154 offenders in 11, 14-room Living Halls, which includes Transitional Housing.

### **Component Description**

While housing is the essence of the Detention Section and collectively is the reason the detention component of the CFJC exists, as noted above, the program suggests three similar approaches but with slightly different operational missions.

Orientation/Non-Offender Housing. Although the mission of these two separate units is different, the spaces are the same. The Orientation Unit (6-rooms) provides the place that youth first admitted to the CFJC Detention Section will reside during a continuation of a process that was initiated in the Admissions and Release area. In an attempt to expedite the booking process, the aim is that time spent in Admissions and Release be kept to less than one hour. Once completed, the youth will be escorted to the Orientation Unit dayroom (5.102) and assigned temporarily to a Sleeping Room (5.103). The two Classification Offices (5.110) are in this area.



Spatially, the Non-Offender portion of the housing subcomponent is the same as the Orientation Unit. However, operationally, youth assigned to this unit are processed differently. They are not charged with a criminal offense, but most often are truant in school and are admitted under the Becca Act. When admitted, the youth will process very quickly through the Admissions and Release area and be escorted directly to the Non-Offender Unit.

Sight and sound separation between non-offender and pre-adjudicated youth must be maintained which requires a scheduled use of shared spaces (Classroom – 5.108 and Recreation – 5.112) between the two 6-room areas. Staff will monitor and program both of these units when a youth is present. Neither of these unit's room counts is included in the definition of the detention capacity.

Typical 14-Room Living Hall. As noted above, the 154-bed capacity is based on 11 Living Halls of 14 rooms each. However, four of the 11 will be designed differently to serve as the transitional housing. Therefore, seven Living Halls (98 rooms) comprise the “typical” housing arrangements.

Each prototypical unit includes a Staff Station (5.201) capable of providing space for two JDO's. While staff are expected to be moving about throughout the Living Hall at times when youth are not in their rooms, class, or out-of-unit, during various times of the day, the staff will be completing paperwork at the staff station. From this location, staff should be able to see the door leading from the corridor into the Living Hall, all room doors, the two showers, the interview rooms, the classroom, and the outdoor recreation courtyard.

The Dayroom (5.202) serves as the central space around which all other spaces are located. Youth will participate in group counseling, leisure activities, and dine in this space. Careful attention must be given to light and noise levels in the Dayroom. The furnishings and floor, ceiling, and wall coverings should support the goal of maintaining normal communication without undue reverberation or raising voices above normal levels. The furnishings in the Dayroom should be of a “non-detention” model yet durable and vandal resistant. Since dining will occur in the Dayroom, a separate area should be delineated through floor materials, colors, and furnishings. Tables and chairs secured to the floor are not required.

Similar to the Dayroom, the individual 70 square feet Sleeping Rooms (5.203) should not be defined by the use of adult detention-style furnishings but focus on vandal resistant choices that are easily maintained. However, one room should be equipped with detention-grade hardware and furnishings to serve any on-unit, short-term separation need. Each room should have a window large enough to have a view to the outside.

Two of the 14 rooms (5.204/5.205) are sized at 110 square feet to either accommodate a second bed that will be on the floor (not double-bunked) or a physically disabled youth with appropriately appointed wheelchair turning radii and grab bars. This provides the option of





converting the 14-bed housing units to 16-bed in the future. The supporting spaces (dayroom, education, etc.) have been programmed to accommodate the higher number where identified in the space program.

Each 14-room Living Hall has a classroom that will offer education courses from 0900-1500 hours each weekday. The layout of the classroom should include flexible spaces for regular re-arrangement of the teaching environment, or for other uses. Computer workstations should be available in the classroom.

Youth will launder their own clothing in an on-unit Laundry (5.311) that contains commercial grade washer and dryers and is visible from the Staff Station.

The Outdoor Recreation Courtyard (5.315) is intended as an extension of the Dayroom. During daylight hours, youth should be able to directly access this area that is not intended as a space to engage in vigorous outdoor exercise, but to provide access to fresh air and sunlight. During typical days, the door to this space will remain unlocked and available for use. This space should be partially covered so youth can utilize it during inclement weather.

Transition Housing Unit. A significant number of youth may be candidates for assignment to the four separate 14-room Living Units rather than be confined in the secure segment of the Detention Section. At the time of the completion of this Program Update, consideration was being given to a completely separate operation by a governmental or not-for-profit organization. Therefore, the Transition Unit should have the character as being a separate component of the CFJC, complete with a separate entrance, but also have the flexibility to be utilized as secure detention Living Halls.

Youth assigned to this community-based, program-intensive unit will have been committed by the Courts as an alternative to secure custody. While the criteria has not been finalized, the focus will be upon diverting low risk, often first-time offenders of non-violent crimes into an environment that stresses education, counseling, skills development, and maintaining familial and community ties.

The Transition Unit will be within the secure envelope of the CFJC. Access to one or more of the four units is a simple means for DAJD to expand capacity without additional construction. Therefore, access to the Transition Unit should be possible from the secure side of the Detention Section through a sally port, but also allow for the Transition Unit to operate as a stand-alone.

The configuration of the Transition Unit should be completely different from the other seven typical secure units to the extent that "double-loaded" corridors would be acceptable if the Staff Desk (5.401) has an unrestricted view of all room doors. The Association Space (5.402)



should be designed for extensive use as group counseling and as a supplement to the attached Classroom (5.409) that serves each housing units.

The four units within the Transition Unit are further sub-divided into two living halls where all of the 14 sleeping rooms are 110 square feet since each contains a screened toilet, lavatory and shower. One of the fourteen sleeping rooms shall meet barrier free requirements. The other two Transition Unit Living halls have 12 slightly larger sleeping rooms with screened toilet and lavatory, and four shared showers. As with the other typical living units, two of the 14 rooms are sized at 110 square feet to either accommodate a second bed that will be on the floor (not double-bunked) or a physically disabled youth with appropriately appointed wheelchair turning radii and grab bars. Since each 14-room unit will contain a Kitchen (5.404) where youth can be instructed on food preparation, a separate Dining Area (5.505) is provided where youth can dine family style each meal. A small space for nursing medical services is also provided.

Youth in the Transition Unit will participate in far more shared activities than those assigned to secure detention. An Interview Room (5.407) will be provided for private counseling sessions. Traditional and alternative education classes will be held in the attached Classroom (5.409). Youth will be encouraged to interact with their peers in other Transition housing units. One of the four Transition Living Units will be designed with an ability to maintain sight and sound separation from the other three.

The future of juvenile detention in King County is likely to involve an increasing number of youth that are better served through an alternative form of programming and management. Therefore, the design of the Transition Unit will serve as an introduction to and defense of this form of service delivery and accommodation.

### **Space List**

Of the total 13 separate housing units, the space requirements are the same in three separate groupings: 1) two 6-bed Orientation/Non-Offender units; 2) seven 14-bed typical Secure Detention Units; and 3) four 14-bed Transition Units. In each of these three groupings, the space assignments are the same as shown in Table 3-7.



**King County**

Table 3-7  
**Space Allocation for Housing**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>Living Pod "A" - Orientation and General Housing</b>					
<b>5.100 Orientation/Non-Offender Housing Unit</b>					
5.101	Staff Station	1	50	50	Shared
5.102	Dayroom/Dining	1	50	300	50 sf/juvenile based on 6
5.103	Single Sleeping Rooms	5	70	350	Bed, table, chair, screened toilet/sink
5.104	Accessible Sleeping Room	1	110	110	bunks
5.105	Pantry	1	25	25	Counter
5.106	Shower/Dressing/Toilet	1	90	90	Accessible
5.107	General Storage	1	40	40	Shared
<b>Total Department Net Area</b>				<b>965</b>	
			Efficiency Factor	50%	483
<b>Total 6-Room Orientation/Non-Offender Unit Gross Area</b>				<b>1,448</b>	
Number of 6-Room Units for Orientation/Non-Offender			2	<b>2,895</b>	
<b>Shared Spaces for Orientation/Non-Offender Unit</b>					
5.108	Classroom	1	300	300	Computer terminals; glazing
5.109	Classroom Storage	1	40	40	Lockable space
5.110	Classification Offices	2	100	200	Private offices
5.111	Janitor Closet	1	40	40	Utility sink, shelving
5.112	Attached Outdoor Recreation	1	300	300	Not included in SF total; partially covered
<b>Total Department Net Area</b>				<b>580</b>	
			Efficiency Factor	50%	290
<b>Total 6-Room Orientation/Non-Offend.Unit Shared Gross Area</b>				<b>870</b>	
<b>Total 12-Room Orientation/Non-Offender Unit Gross Area</b>				<b>3,765</b>	<b>12 Sleeping Rooms</b>



**King County**

Table 3-7 Continued  
**Space Allocation for Housing**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>5.200 Typical 14-Bed Living Hall</b>					
5.201	Staff Desk	1	60	60	Open desk
5.202	Dayroom/Dining	1	35	560	dining/dayroom activities
5.203	Single Sleeping Rooms	12	70	840	toilet/sink
5.204	Large Sleeping Room	1	110	110	bunks
5.205	Accessible Sleeping Room	1	110	110	bunks
5.206	Pantry	1	25	25	table
5.207	Shower/Dressing/Toilet	2	90	180	One Accessible
5.208	Interview Room	1	80	80	Glazing in door
5.209	General Storage	1	80	80	Lockable space
5.210	Janitor's Closet	1	40	40	Utility sink, shelving
5.211	Laundry Area	1	60	60	Commercial grade; cabinets
5.212	Staff Toilet	1	50	50	Accessible; lockable space
5.213	Classroom	1	460	460	Computer terminals; glazing
5.214	Classroom Storage	1	40	40	Lockable space
5.215	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered
<b>Total Department Net Area</b>				<b>2,695</b>	
Efficiency Factor			50%	1,348	46% in Previous Program
<b>Total Typical 14-Room Living Hall Gross Area</b>				<b>4,043</b>	
Number of 14-Room Units			3	<b>12,128</b>	Existing Program based on 11
5.216	Neighborhood/Pod Station	1	64	-	Part of grossing factor
<b>Total 56-Room Neighborhood Gross Area</b>				<b>12,128</b>	
<b>Total for Pod "A"Orientation/Non-Offender/General Housing</b>				<b>15,893</b>	



**King County**

Table 3-7 Continued  
**Space Allocation for Housing**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>Living Pod "B" - General Housing</b>					
<b>5.300 Typical 14-Bed Living Hall</b>					
5.301	Staff Desk	1	60	60	Open desk
5.302	Dayroom/Dining	1	35	560	35 sf/per 16 juveniles for dining/dayroom activities
5.303	Single Sleeping Rooms	12	70	840	Bed, table, chair, screened toilet/sink
5.304	Large Sleeping Room	1	110	110	bunks
5.305	Accessible Sleeping Room	1	110	110	bunks
5.306	Pantry	1	25	25	table
5.307	Shower/Dressing/Toilet	2	90	180	One Accessible
5.308	Interview Room	1	80	80	Glazing in door
5.309	General Storage	1	80	80	Lockable space
5.310	Janitor's Closet	1	40	40	Utility sink, shelving
5.311	Laundry Area	1	60	60	Commercial grade; cabinets
5.312	Staff Toilet	1	50	50	Accessible; lockable space
5.313	Classroom	1	460	460	Computer terminals; glazing
5.314	Classroom Storage	1	40	40	Lockable space
5.315	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered
<b>Total Department Net Area</b>				<b>2,695</b>	
			Efficiency Factor	50%	
				<b>1,348</b>	46% in Previous Program
<b>Total Typical 14-Room Living Hall Gross Area</b>				<b>4,043</b>	
			Number of 14-Room Units	4	
				<b>16,170</b>	11
5.316	Neighborhood/Pod Station	1	64	-	Part of grossing factor
<b>Total Pod "B"Pod/Neighborhood General Housing</b>				<b>16,170</b>	



**King County**

Table 3-7 Continued  
**Space Allocation for Housing**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>Total Pod "B" Pod/Neighborhood General Housing</b>				<b>16,170</b>	
<b>Living Pod "C" - Transitional Housing</b>					
<b>5.400 14-Bed Transition/Honor Units Halls 1 &amp; 2</b>					
5.401	Staff Desk	1	40	40	Open desk
5.402	Association Space	1	35	490	35 sf/juvenile, Note 1
5.403	Single Sleeping Rooms	14	110	1,540	shr
5.404	Unit Kitchen	1	80	80	refrig.
5.405	Dining Area	1	15	210	Seating for 14
5.406	General Storage	1	40	40	Lockable space
5.407	Interview Room	1	80	80	Glazing in door
5.408	Staff Toilet	1	50	50	Accessible; lockable space
5.409	Classroom	1	460	460	Computer terminals; glazing
5.410	Classroom Storage	1	40	40	Lockable space
5.411	Laundry Area	1	60	60	Commercial grade; cabinets
5.412	Janitor's Closet	1	40	40	Utility sink, shelving
5.413	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered
<b>Total Net Area Typical of Halls 1 &amp; 2</b>				<b>3,130</b>	
Efficiency Factor			40%	1,252	
<b>Total Gross Area Typical 14-Room Living Hall 1 &amp; 2</b>				<b>4,382</b>	
Number of 14-Room Units			2	8,764	



Table 3-7 Continued  
**Space Allocation for Housing**

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>5.415 14-Bed Transition/Honor Units Halls 3 &amp; 4</b>					
5.416	Staff Desk	1	40	40	Open desk
5.417	Association Space	1	35	490	35 sf/juvenile, Note 1
5.418	Single Sleeping Rooms	12	80	960	Rooms w/screened wc, lav, shr
5.419	Large Sleeping Room	1	110	110	Capable of 2 side-by-side bunks
5.420	Accessible Sleeping Room	1	110	110	Capable of 2 side-by-side bunks
5.421	Shower/Dressing/Toilet	4	90	360	One Accessible
5.419	Unit Kitchen	1	80	80	Base/O.H cabinets; range, refrig.
5.420	Dining Area	1	15	210	Seating for 14
5.421	General Storage	1	40	40	Lockable space
5.422	Interview Room	1	80	80	Glazing in door
5.423	Staff Toilet	1	50	50	Accessible; lockable space
5.424	Classroom	1	460	460	Computer terminals; glazing
5.425	Classroom Storage	1	40	40	Lockable space
5.426	Laundry Area	1	60	60	Commercial grade; cabinets
5.427	Janitor's Closet	1	40	40	Utility sink, shelving
5.428	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered
<b>Total Net Area Halls 3 &amp; 4</b>				<b>3,130</b>	
Efficiency Factor			40%	1,252	
<b>Total Gross Area Typical 14-Room Living Hall 3 &amp; 4</b>				<b>4,382</b>	
Number of 14-Room Units			2	8,764	
<b>Total Pod "C" Pod/Neighborhood General Housing</b>				<b>17,528</b>	
<b>Total Housing Component Gross Area</b>				<b>49,591</b>	
Building Grossing Factor			15%	7,439	
<b>TOTAL AREA for HOUSING COMPONENT</b>				<b>57,029</b>	

Applying the 15% building gross factor to the DGSF totals for each of the three housing unit types, the total square footage for the Housing Component is 59,704.

### Adjacencies

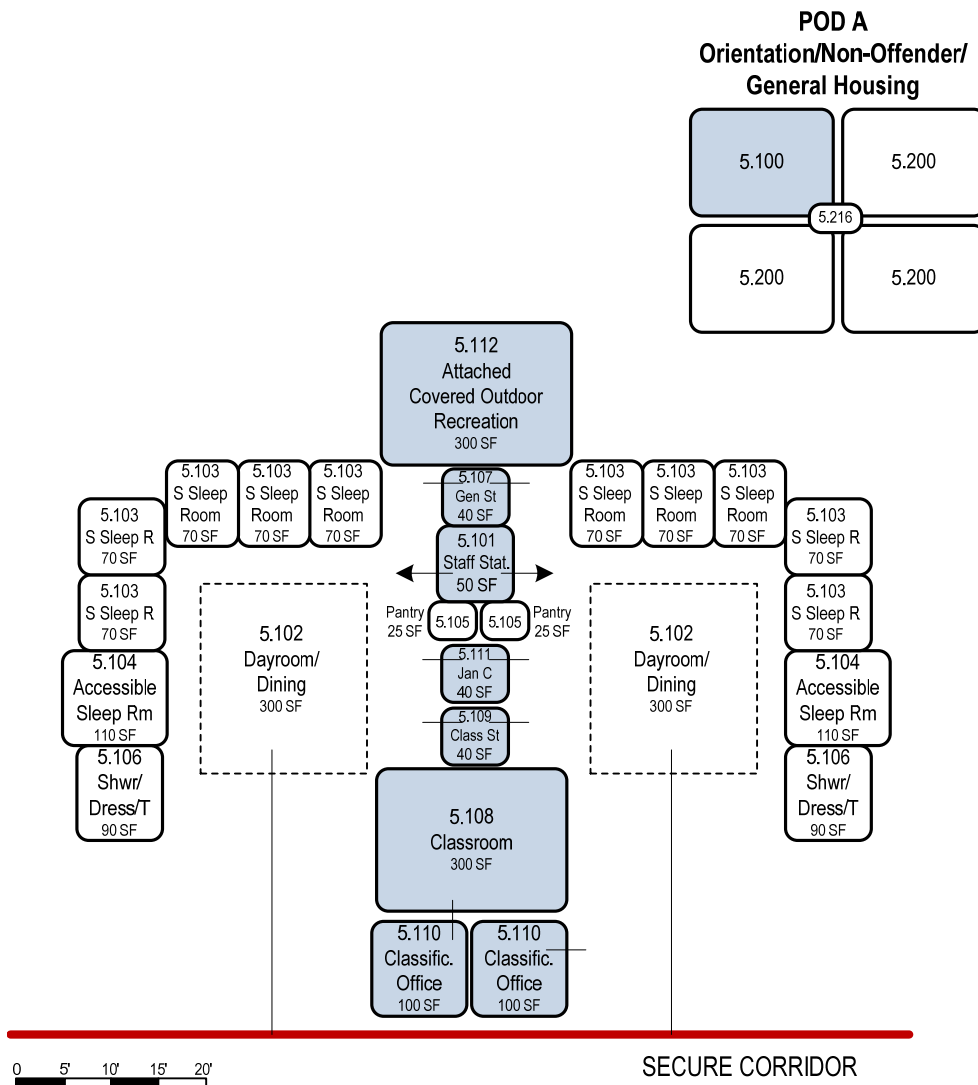
In the following pages, functional relationship diagrams are shown for the three housing “pods” that are made up of six and fourteen bed living units. These diagrams are to illustrate relationships and are not meant to imply a conceptual layout. Due to site restraints, an assumption has been made that most of the housing units will be double level with an open dayroom. This is not mandatory but a combination of site and staffing may require a two-level approach.



In Figure 3-15, the diagram reflects the basic relationships of the spaces in the Orientation and Non-Offender Units. The upper right hand portion of the diagram has a diagram illustrating that the Orientation/Non-Offender Unit is part of Pod A that acts as a “neighborhood” for staffing and services. Shown in the space list and in the legend diagram is the Neighborhood/Pod Station (5.216) that serves as a staff center for the four Living Halls. The total bed count for Pod A is 54 beds.

As shown in Figure 3-15, the Orientation and Non-Offender units are separated by common services to both populations. The two Classification Offices (5.110) primarily serve the Orientation Unit, but can be be used for counseling non-offenders. The Classroom (5.108) and Outdoor Recreation Courtyard (5.112) will be shared between the two units.

Figure 3-15  
**Critical Spatial Relationships for the Orientation and Non-Offender Housing Units**







The remaining three 14-bed Living Halls are typical in their relationships as shown in Figure 3-16. These relationships are typical of the Pod B neighborhood as shown in Figure 3-17.

Figure 3-16  
**Critical Spatial Relationships for the Typical 14-Room Housing Units-Pod A**

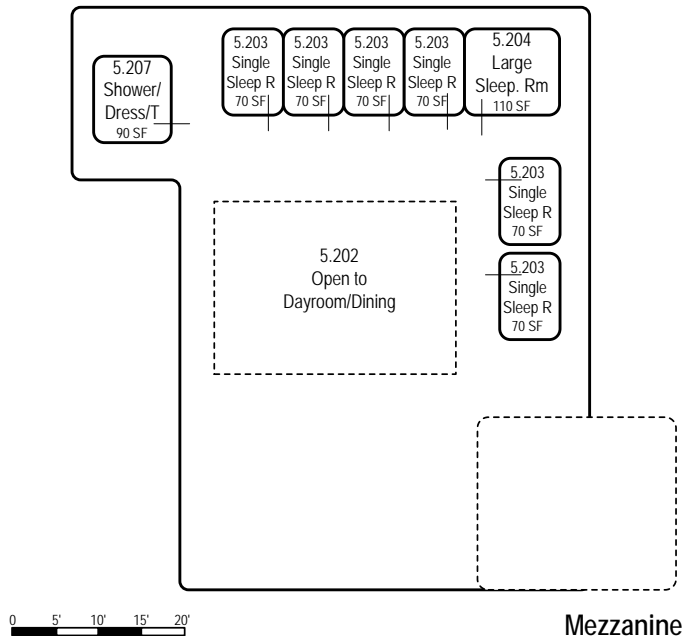
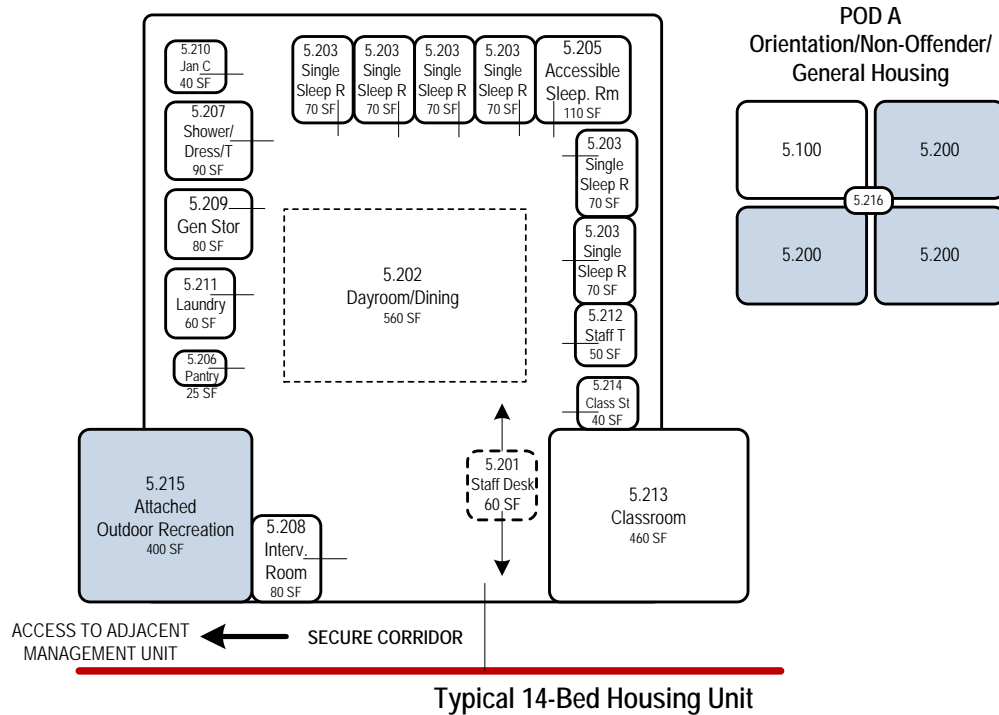
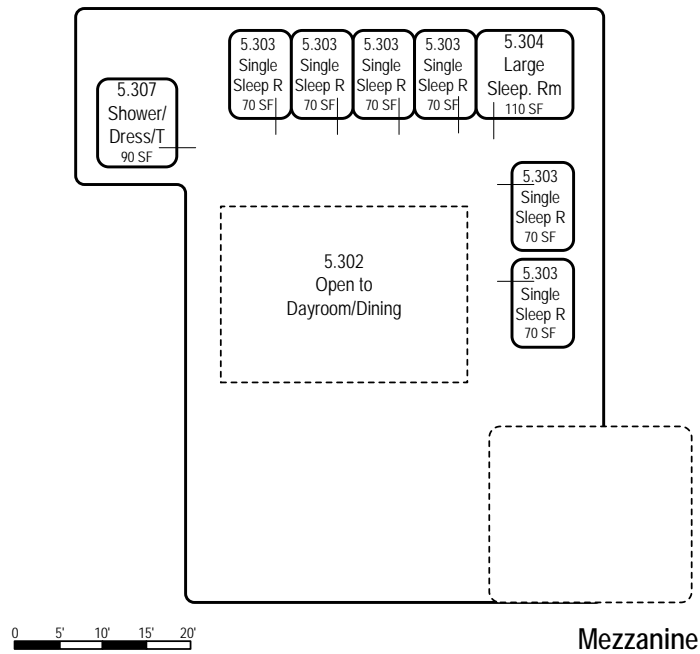
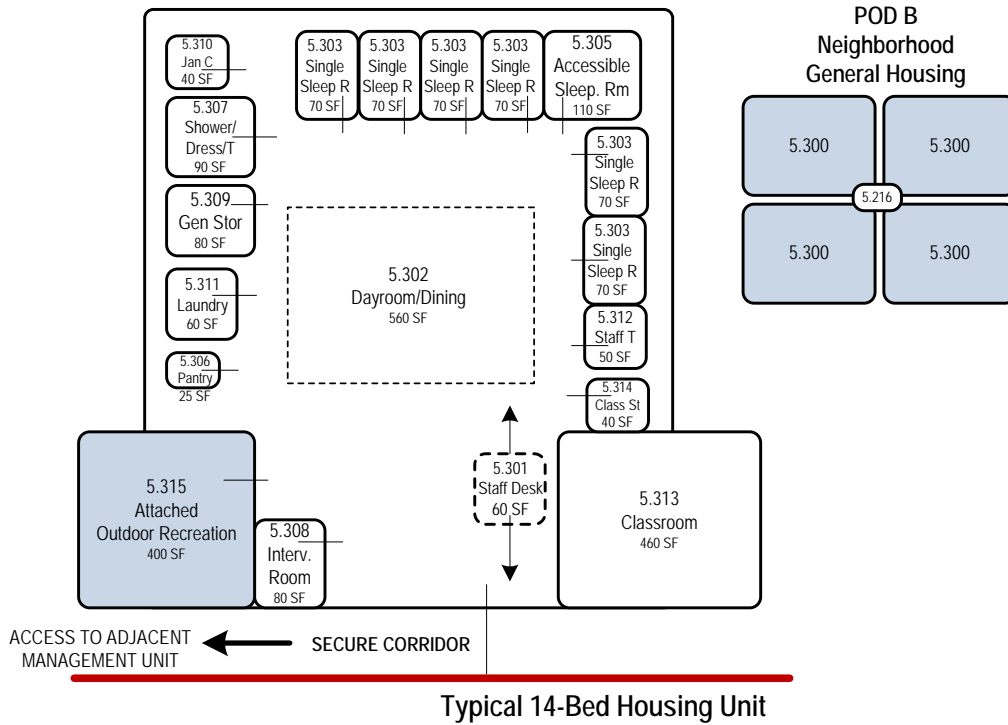




Figure 3-17  
**Critical Spatial Relationships for the Typical 14-Room Housing Units-Pod B**

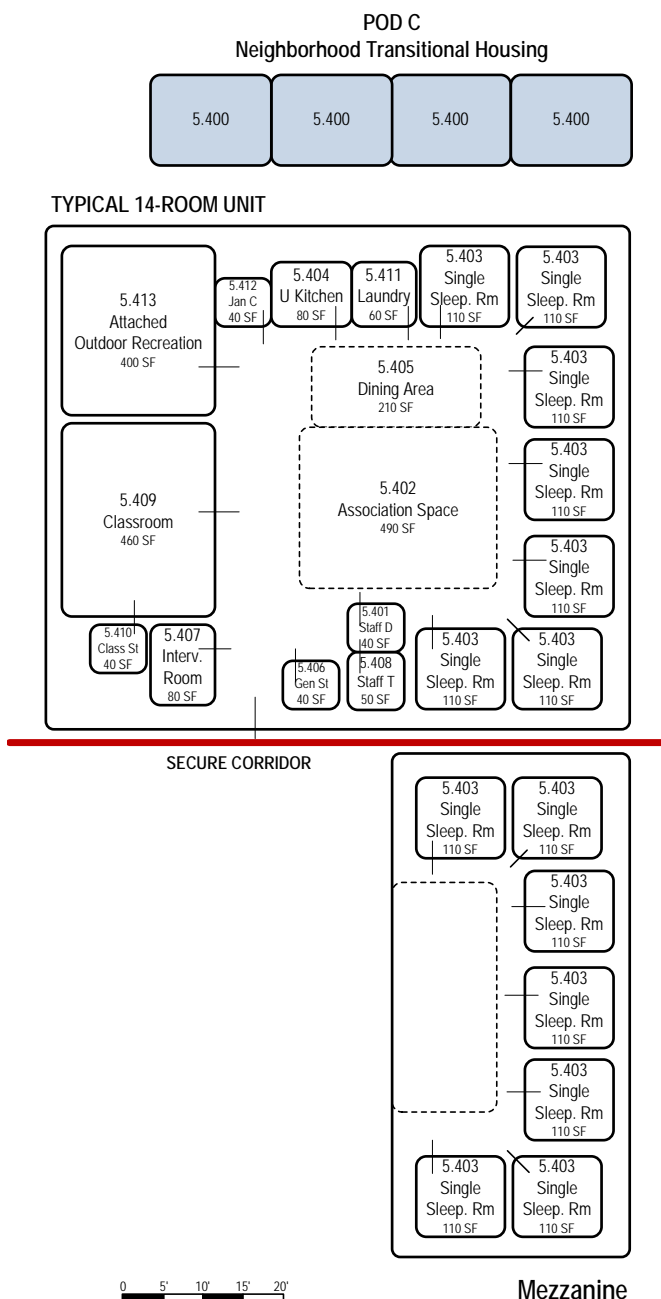


The assumption for these typical Living Halls is a two-level housing arrangement.



The Transition Unit should be a significantly different design solution to emphasize the different approach to programming that site constraints and staffing will dictate. Each of the four units also will include the Association Space (5.402), a separately identified Dining Area (5.403), a Classroom (5.409), Interview Room (5.407), a Laundry (5.411), and Outdoor Recreation (5.415). Figure 3-18 illustrates the Transition Unit.

Figure 3-18  
**Critical Spatial Relationships for the Transition Housing Units-Pod C**





## SUMMARY

Nationally, the approach to managing pre-adjudicated youth is changing rapidly, especially in large jurisdiction, like King County, where a range of alternatives to detention have historically been available and are continuing to expand. Since the public referendum that established a financial pathway to a new center for juvenile justice, the general public has become very vocal regarding the maximization of alternatives to detention.

This Program Update was based on acceptance of many of the principles and spaces that were identified in the 2012 Program, but has also attempted to incorporate the views of many juvenile advocacy groups in the type of accommodation to be provided in the CFJC. The total number of beds has not been altered; just the manner in which they could be configured.

The incorporation of the Transition Housing as a key element in this Program Update provides youth and the community-at-large with a flexible approach to the care and custody of youthful offenders, as well as other at-risk youth. This particular component of the range of housing and programming options may well be the future trend for youth that require some form of confinement, or housing, that most appropriately meets their individual need.





**King County**

CHAPTER **4**

**BUILDING AND SITE ORGANIZATION**





## BUILDING ORGANIZATIONAL CONCEPTS

The King County Children and Family Justice Center Building is intended to be developed as a single building that integrates two distinct King County functional programs: Superior Court Juvenile and Family Court Operations, and DAJD (Department of Adult and Juvenile Detention) Juvenile Detention Operations. The building organizational concept is represented in the diagrams included in this section. These diagrams are intended to convey an overall building organizational concept that responds to the site, operational, and program requirements/constraints that were tested during the development of the facility program document. Please refer to the specific Courts and Detention facility program documents for more detailed adjacency and layout diagrams associated with specific program areas. Following are the primary organizational principles for the building:

1. Generally, the courts functions should be developed on the west side of the site along 12<sup>th</sup> Avenue and the detention functions on the east side of the site along 14<sup>th</sup> Avenue. The site land use zoning along 12<sup>th</sup> Avenue best accommodates the building height required for the court functions while the site land use zoning along 14<sup>th</sup> Avenue best accommodates the building height required for the detention functions. In addition, developing the courts portion of the building on the west portion of the site will allow for a design that is more consistent with the City's desired uses and amenities along the 12<sup>th</sup> Avenue pedestrian corridor.
2. A single main entry for the building shall be shared by both the courts and detention functions in order to accommodate one point of security screening for all public and staff entry into the building (except for entry to the transitional housing units—see 4. below). This primary entry should be located off the new “Alder” connection between 12<sup>th</sup> Avenue and 14<sup>th</sup> Avenue and should not be located on either 12<sup>th</sup> Avenue or 14<sup>th</sup> Avenue.
3. The main entry should be easy to find, welcoming, and expressive of the important civic functions within the building. At the same time, it should be placed in such a way that it separates and protects the youth and families that are coming to the facility from the vehicular, pedestrian, and commercial activities that will be occurring on the main public streets surrounding the site. In addition, in order to improve safety at the main building entry, the entry should be placed in such a way that reasonably separates it from the public vehicular drop-off and vehicular traffic areas within the “Alder” connection. Direct line of site from vehicles into the entry screening area should be avoided.
4. The transitional housing units in the detention facility need to be designed to accommodate both internal use and the possibility that the County may lease these units to an external agency in the future. When these units are leased by an external agency, they will need to be locked off from the detention facility and will





- need their own entry points along the “Alder” connection. Entry through the primary building security screening will not be required for entry to these units when they are being used (leased) by external agencies.
5. The arrangement of the entry lobby areas for the different building functions is a critical part of the building organizational concept and should serve to appropriately connect the program functions within the building, provide clear wayfinding for the public, and create the ability to zone the security perimeters of the facility depending on the time of day and the operational requirements of the program. The “entry lobby” includes the queuing area before screening, the screening area, and the shared lobby area after screening which includes the cafe. There are three separate “lobby” areas that need to be accessed from the “entry lobby”--the court lobby, the detention lobby and the lobby access to the conference center. Each of these areas needs to be able to be locked off from the entry lobby depending on time of day and operational requirements of the program.
  6. In order to maximize staff and operational efficiencies, the primary detention facility functions should be located on one level. Efficient circulation within the detention facility that facilitates safe movement of youth and staff throughout the facility is of primary concern. The detention functions should also be on the same level as the primary lobby entry and the first level of the court facility. The relationship of the Central In-Custody Youth Holding to the two high-volume courts on the ground level and to the vertical circulation to courts above is of critical importance.
  7. The arrangement of the program areas on the ground level of the Court facility is in response to operational requirements and includes the following:
    - The two high-volume courts (Chief Juvenile Courtroom and Juvenile Drug Treatment Court) should be separated from each other to allow for separation of waiting and lobby support functions thereby reducing the security risks in the court waiting areas. The Chief Juvenile Courtroom should be the closer of the two courts to the Court Lobby. The Juvenile Drug Treatment Court should be adjacent to staff program areas serving it and should be placed as far from other court activities as is feasible.
    - The Resource Center, juvenile offender court check-in, and other public service functions should be located as close to the primary court lobby and public vertical circulation as is feasible to allow for ease of access for all youth and family when arriving or leaving the facility.
    - Juvenile Probation should be located adjacent to the two high-volume courts on the main level of the court facility so that it is easy to find. Youth often need to go to Probation Intake after their court appearance.



8. The second level of the Court facility includes four offender courts and judicial chambers sized to support both the courts on the second level and the high-volume courts on the first level. The Department of Judicial Administration (Clerks), the Alternatives to Secure Detention program areas, and the Seattle School Districts “Alder Academy” (if the Additive Alternate for the Alder Academy is accepted) are also included on this level and should be adjacent to the vertical circulation for ease of access and public wayfinding. These program areas are regularly accessed by the public. Accessing them through or from the court waiting areas adjacent to the Courtrooms would not be desirable. The Security Operations program area should be located on this level with direct access to a stair that leads to the main “Entry Lobby” below. Views from the Security Operations program area to the entry plaza are desirable. The Juvenile Court Services program area is located on this level as a preference but other locations for this program area may also be acceptable.
9. The third level of the Court facility includes three dependency courts and the Family Treatment Court as well as judicial chambers sized to support the courts located on the third level. The Prosecuting Attorney's Office and Dependency CASA Office program areas are located on this level adjacent to the vertical circulation lobby. The Prosecuting Attorney's Office needs to be accessible to the circulation lobby but does not have a direct relationship with the courts functions that are occurring on this level. The Public Child Care is located adjacent to the vertical circulation lobby in order to be easily accessible for families that need child care services while attending court or other functions on lower floors. It is located on this level in order to easily accommodate the most frequent users of the service--the families involved in dependency and family court matters. All other program areas shown on this level are integral to the dependency and family court functions. Dependency coordinators are located in the elevator lobby to provide check in for families attending court matters on this floor.
10. Staff and judicial officers will arrive from parking areas to a mezzanine level between the Lower Level and the Lobby Entry. Staff will then circulate up an elevator or stair to the main entry where they will go through the main security screening prior to entering the Entry Lobby. Staff support areas for detention and courts staff (lockers and workout rooms) are located on the mezzanine level for use by staff prior to entering the facility through the secure screening.
11. The lower level of the building includes the loading dock area and associated building support functions. There are also two separate, secure vehicular sallyports, one for transport of detainees to the Adult Holding program area adjacent to the vertical circulation to the courtrooms and the other the transport of juveniles to be processed into the Juvenile Detention Facility. Officers will have custody of and accompany the youth from their vehicles up to the main detention level via a secure detention vertical circulation core adjacent to the Juvenile Detention Sallyport.



- Transfer of youth to the custody of the King County detention staff will occur on the main detention level in the Admissions and Release area. The detention kitchen program area is located adjacent to the loading dock area to allow for direct access to food service deliveries. Transport of food prepared for the detention functions will occur through the secure detention vertical circulation core.
12. The building design and site organization shall allow for the existing facility to remain operational while the new facility is under construction and shall allow for operation of the new facility during demolition of the existing facility and construction of the remaining site improvements and parking garage.
  13. The building design and site organization shall accommodate a future Phase 2 construction as identified in the program document, including layout of program elements to accommodate Phase 2 adjacencies, sizing of the vertical circulation to accommodate additional building levels, sizing equipment areas to accommodate future equipment to be installed in phase II, and preparation of structure and architectural elements to accommodate future construction for Phase 2.

## **CIRCULATION PATTERNS/LINKAGES/ACCESS/EGRESS**

Management and zoning of circulation in the development of the project design is critical to the success of the project. The following circulation concepts should be incorporated in project.

### **1. Site Circulation Concepts**

- The “Alder connection” across the site is a significant site design element and is meant to serve multiple circulation functions for the project. The connection should provide pedestrian and bike access through the site for the adjacent neighborhoods and should align with the existing Alder Street west of 12<sup>th</sup> Avenue and east of 14<sup>th</sup> Avenue . The design of the “Alder Connection” should ensure the safety of both pedestrians and bicycle traffic, especially in the vehicle turnaround and drop-off area. Through vehicle traffic will not be allowed on the “Alder Connection”. Public access to the facility drop-off and access to public parking will be accessed from 12<sup>th</sup> Avenue and will occur along the “Alder connection”. Public access to building entries will occur along the “Alder connection”. Pedestrian amenities such as entry plazas, areas of outdoor seating and/or green space should be accessed along the “Alder connection”. In the Site Concept diagram staff parking may be accessed off of the “Alder connection” with entry from 14<sup>th</sup> Avenue or from Spruce Street. The “Alder connection” will also need to provide fire access as may be required by code and the AHJ.

- The service drive for the project is accessed from Spruce Street and is located east of the surplus parcel shown at the corner of 12<sup>th</sup> Avenue and Spruce Street. The service drive provides access to the service area at the lower level of the facility and is accessed by developing a “tunnel” connection under the new “Alder connection”. This service drive provides access to the loading dock, the Adult Holding Sallyport, the Detention Sallyport, judicial and staff parking in the lower levels of the parking garage. Segregation of the circulation for these functions as indicated in the site diagrams is critical to the success of the design.
- As indicated in the Site Concept diagram, there are 2 options to access the judicial and staff parking located in the parking garage: 1) from 14<sup>th</sup> Avenue via the “Alder connection” or 2) from 12<sup>th</sup> Avenue via the tunnel off of Spruce Street
- Truck movement and/or waiting for access to the loading dock should not impede access to the Detention Sallyport. Stacking for entry or exit from the staff garage should not impede access to the loading dock/sallyport area. Truck waiting for two vehicles shall be accommodated in a separate lane along the drive prior to access into the loading dock. A bypass lane separate from the ingress/egress lanes to staff parking shall be provided to allow free access to the loading dock areas when staff parking traffic is present.
- Staff and judicial access to the facility from staff parking is segregated from the public by accessing a vertical circulation core from below the entry level that allows direct circulation up to the screening area of the lobby. In the Site Concept diagram, staff and judicial officers access the vertical circulation directly from a tunnel connection below the “Alder connection” from the staff parking garage to the vertical circulation core adjacent to the screening area of the lobby.

## 2. Building Circulation Concepts

- Clear separation of circulation types within the building is required to meet the operational and programmatic goals of the project. Public circulation, private circulation (judicial officer and staff), and detention circulation must be properly designed following “best practices” for courts and detention integrated facilities.
- Public circulation shall be kept separate from the private and detention circulation.
- Private circulation (Judicial officers and staff) and the detention circulation (detainees) shall not cross paths in accessing the courtrooms from staff and detention areas. The attached building diagrams show the County's desired approach to circulation separation for this project. Of particular note is the intent to have detention Central Holding located directly adjacent to the two high-volume courts and the vertical circulation court “holding” cores on the Ground Level. This



allows for significant operational efficiencies. In order to separate the private circulation (judicial) to these courtrooms from Central Holding circulation, vertical circulation for judicial and court staff is provided from the second level down to these courtrooms on the ground level.

- Within the secure detention facility, circulation paths for youth movement should be clear and direct in order to enhance youth/staff safety and to support the efficiency of the operation.

## **BUILDING SUPPORT SERVICES**

Building support services should be designed and located on the site and within the building with consideration for security, safety, functional efficiencies and adjacencies, ease of access for maintenance and service personnel, and adequate screening of equipment and service activities from adjacent neighborhoods and public access areas. The building and site diagrams in this section do not indicate locations for some of the primary support services such as the location of the central plant, the diesel fuel tank, and the diesel generators in order to allow the design teams to have flexibility in developing the best approach for placement of these program elements within the context of the County's stated program goals and objectives. Specific requirements for the support service program areas appear in the program documents and in the facility performance standards documents.

## **PARKING**

There are two primary components to the parking requirement for this project—public parking and staff parking. The public parking shall accommodate 140 vehicles and the staff parking shall accommodate 300 vehicles for a total of 440 stalls. The total number of parking stalls for Phase 1 may be adjusted during the land use permitting process depending upon the County's final transportation management plan for Phase 1 developed for the project. Parking for four King County facilities vans (needing 8'-6" clear height and are included in the 300 count) needs to be accommodated within the staff portion of the garage. The site/parking garages will also need to be designed to add an additional 195 stalls (the ratio of staff to public parking shall remain the same) in the future to accommodate the Phase 2 program. The total number of parking stalls for Phase 2 may be adjusted during the land use permitting process depending upon the County's final transportation management plan for Phase 2 developed for the project. A separately secured area shall be developed to accommodate twenty (20) judicial officer parking stalls either within the staff garage or adjacent to or under the court building. These Twenty spaces are included in the within the total number of staff parking stalls. Vertical staff parking circulation and staff building access circulation may be designed for use by both staff and judicial officers.



Parking for judicial officers (if not accommodated under facilities) and staff is accommodated in lower levels of the stand-alone garage south of the facility. The staff parking needs to be completely separated from the public parking within the garage. Vertical circulation for staff shall be completely separate from vertical circulation for the public within the garage. Staff shall be able to cross over to the lower (or lower mezzanine) level of the building in a secure staff tunnel connection below the “Alder connection”. Please note that the actual footprint size of the parking (including use of space under the Alder connection) may vary to best respond to parking efficiency, project cost value, and constructability. The stand-alone parking garage located south of the facility shall be designed to accommodate construction of parking levels above the Phase 1 levels in the future that can accommodate the additional stalls required for Phase 2. The future Phase 2 construction of additional levels on this garage will need to work within City of Seattle Land Use Code height limits for the site.

There are 2 options for the staff and judicial access to the parking garage: 1) from 14<sup>th</sup> Avenue via the “Alder connection” or 2) from 12<sup>th</sup> Avenue via the tunnel off of Spruce Street. The design teams must consider the following in determining the optimal location for the staff and judicial access to the parking garage:

- Construction Cost
- Parking Garage Security
- Impact on Alder Connection Design
- Staff and Judicial Building Access/Site Circulation
- Site Construction Phasing
- Impact to traffic at 12<sup>th</sup> Avenue, Spruce Street, and 14<sup>th</sup> Avenue (see Transportation Study included in the SEPA Threshold Determination)
- Impact on Phase 2 Parking Construction

## **DESIGN RESPONSE TO ADJACENT NEIGHBORHOODS**

The site and building design should provide an appropriate response to the County’s interest in improving the connection of the site to its adjacent neighbors. The site should be designed to enhance the experience of pedestrians through the site at the “Alder connection” and around its perimeter. The co-development (or surplus) parcels that have been identified as part of the site development strategy are a key component of the County’s response to the interests of the public and surrounding neighbors. These surplus parcels will allow the site to reconnect to the existing fabric by introducing retail, commercial, green space, and residential street frontages at each of the four corners of the site. The County expects the project design to include grading and site access designs that optimize the future success of the identified co-development (surplus) parcels.



The City has designated 12<sup>th</sup> Avenue as a significant commercial/residential/retail corridor with a pedestrian overlay. The building and site design should respond to the City's urban design intent for this corridor while also addressing the functional requirements of the facility. The façade design along 12<sup>th</sup> Avenue shall respond to the intent of the pedestrian overlay zone as provided in the proposed Text Amendments to the City of Seattle's Land Use Code. The proposed Text Amendment provides a variety of options to the design teams to ensure that the 12<sup>th</sup> Avenue façade becomes a welcome addition to the neighborhood that promotes a pedestrian experience equivalent in quality to the experience provided by transparent storefronts. This may be achieved through public art, landscape, sculpted façade elements, or other streetscape strategies identified in the proposed Text Amendments. Families and youth accessing Juvenile Court functions within the facility should not be directly visible from the street or from the entry drive along the Alder connection. This may create a design challenge and will require a creative design solution that both protects family and youth accessing the court and promotes transparency.

14<sup>th</sup> Avenue separates the site on the east from a single family neighborhood. The building and site design along 14<sup>th</sup> Avenue should provide an appropriate response to the scale and fabric of the adjacent neighborhood while also addressing the functional requirements of the detention facility. This is a significant design challenge and the County will be looking for creative solutions to this challenge. Landscape buffers and façade design strategies that soften the impact of the detention facility are desirable and should also serve to deter public access to the face of the structure. At the same time, landscape should not be developed in such a way as to provide hiding places for people or contraband. Trees that screen the visual impact of the facility are desirable but should not be located where they might provide climbing access to the roof of the detention facility. Windows that provide natural light into the detention facility shall be provided along the façade and will help to break up the mass of the facade. However, direct views into the detention facility from adjacent properties or from the site public open spaces will not be acceptable.

Exposed faces of any parking structures, along 14<sup>th</sup> Avenue, the Alder Connection, and Spruce Street shall be designed to mitigate the visual impact within the site and on adjacent neighborhoods and public ways. Architectural and landscape design elements that are incorporated to help reduce the visual impact should be designed to integrate with the overall security strategy for the parking structure and site and should be reasonably easy to maintain.

## **PUBLIC OPEN AREAS**

The County has identified a number of locations on the site for the development of public open areas. These areas should be designed for enjoyment of the site by visitors/clients of the CFJC, by staff and by the public. Design solutions for the northeast open area should encourage



active use of the area that is appropriate for the location and size of that space. These areas may be developed with a combination of landscape and hardscape amenities depending on the location. Visibility into these areas should be maintained to promote safety and security on the site. Active elements such as play structures are not desirable. Seating and pedestrian paths should be provided that allow for enjoyment of the natural setting. Integration of public art into these areas is encouraged and should be implemented as described in the Facility Performance Standards.

## **SITE PHASING LOGIC**

The County intends to complete the Children and Family Justice Center Project prior to initiating any activity on the co-development (surplus) parcels. These parcels will be available for construction staging and temporary uses such as parking during the duration of the project design and construction. The existing court and detention facilities will need to remain operational during the construction of the new court and detention facilities. Temporary parking and access requirements for the existing facility during construction will need to be addressed by the design teams as part of the RFP submittal. After occupancy of the new facilities, the existing facilities can be demolished to allow for completion of the site development including the new parking garage at the south end of the site.





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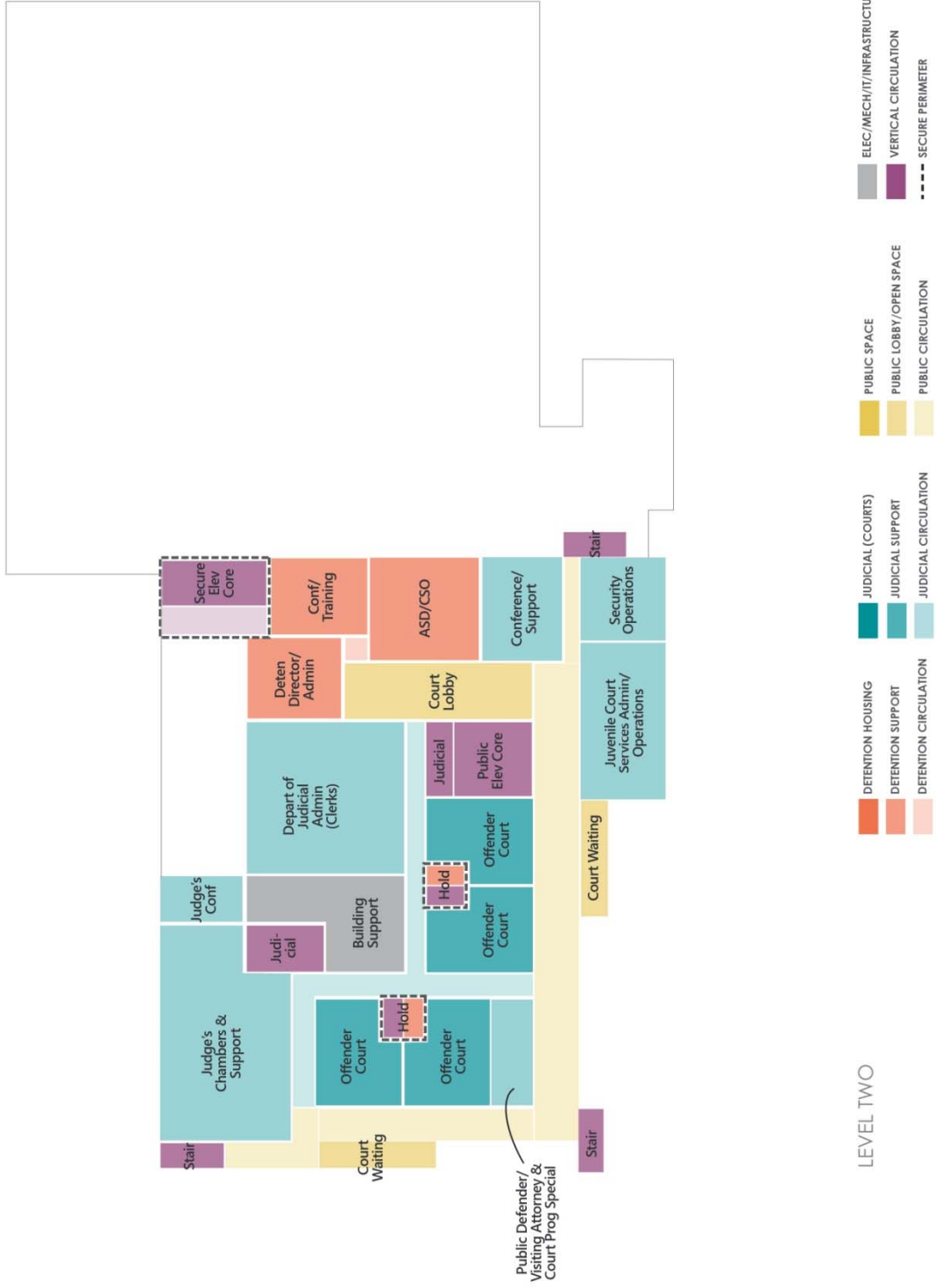
**Figure 4-1  
Ground Level**





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Figure 4-2  
Level Two





**King County**

Figure 4-3  
Level Three

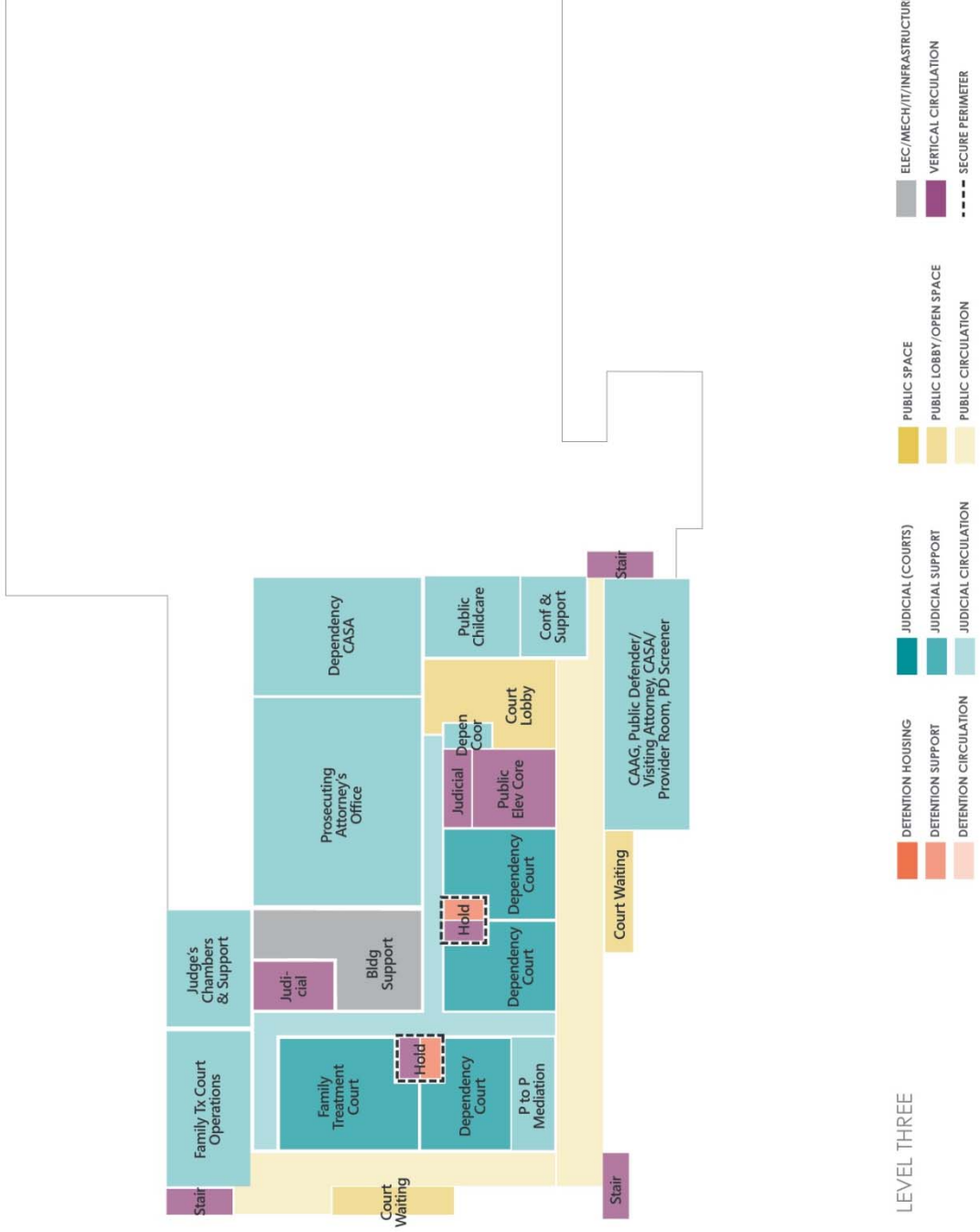




Figure 4-4  
Lower Level

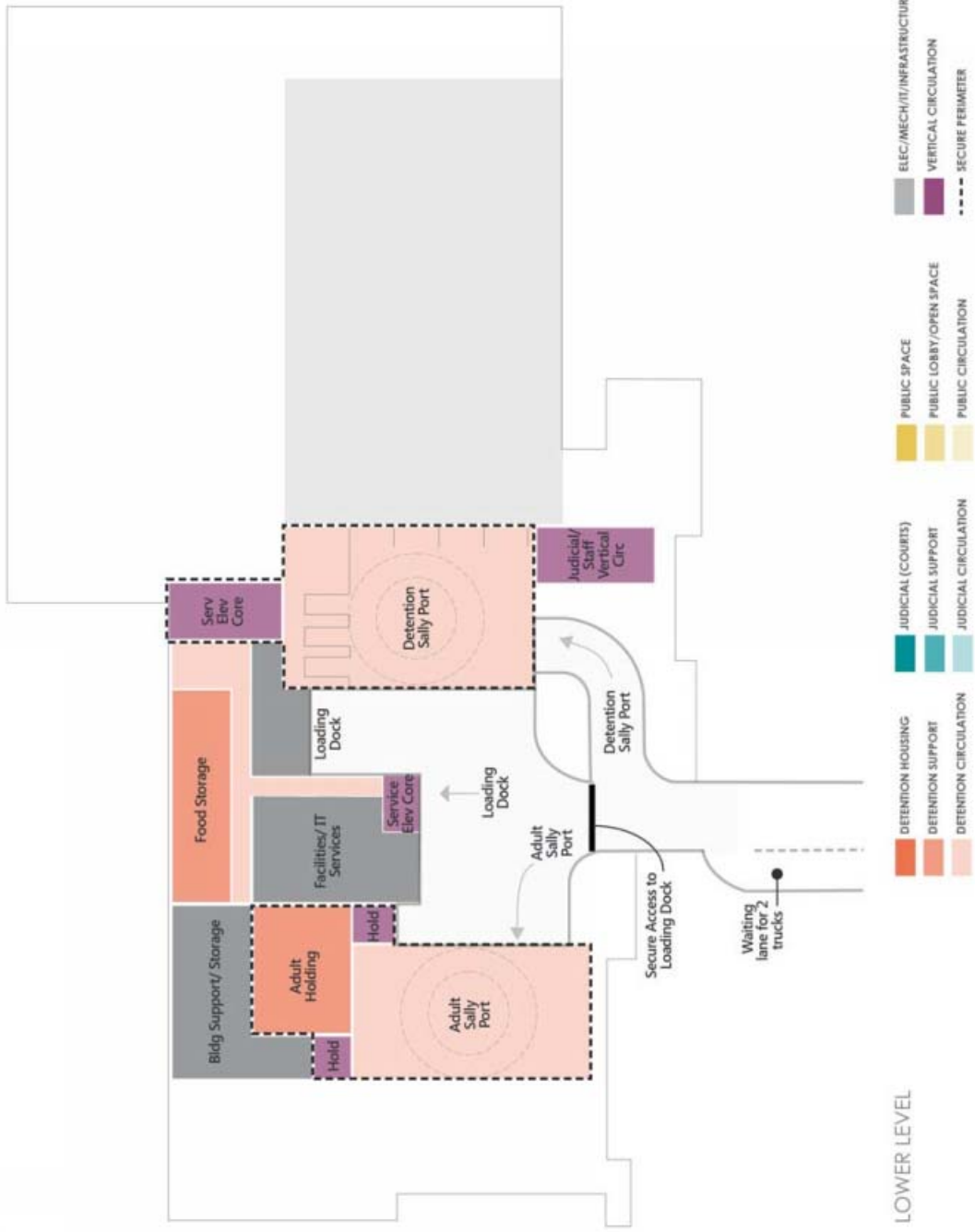
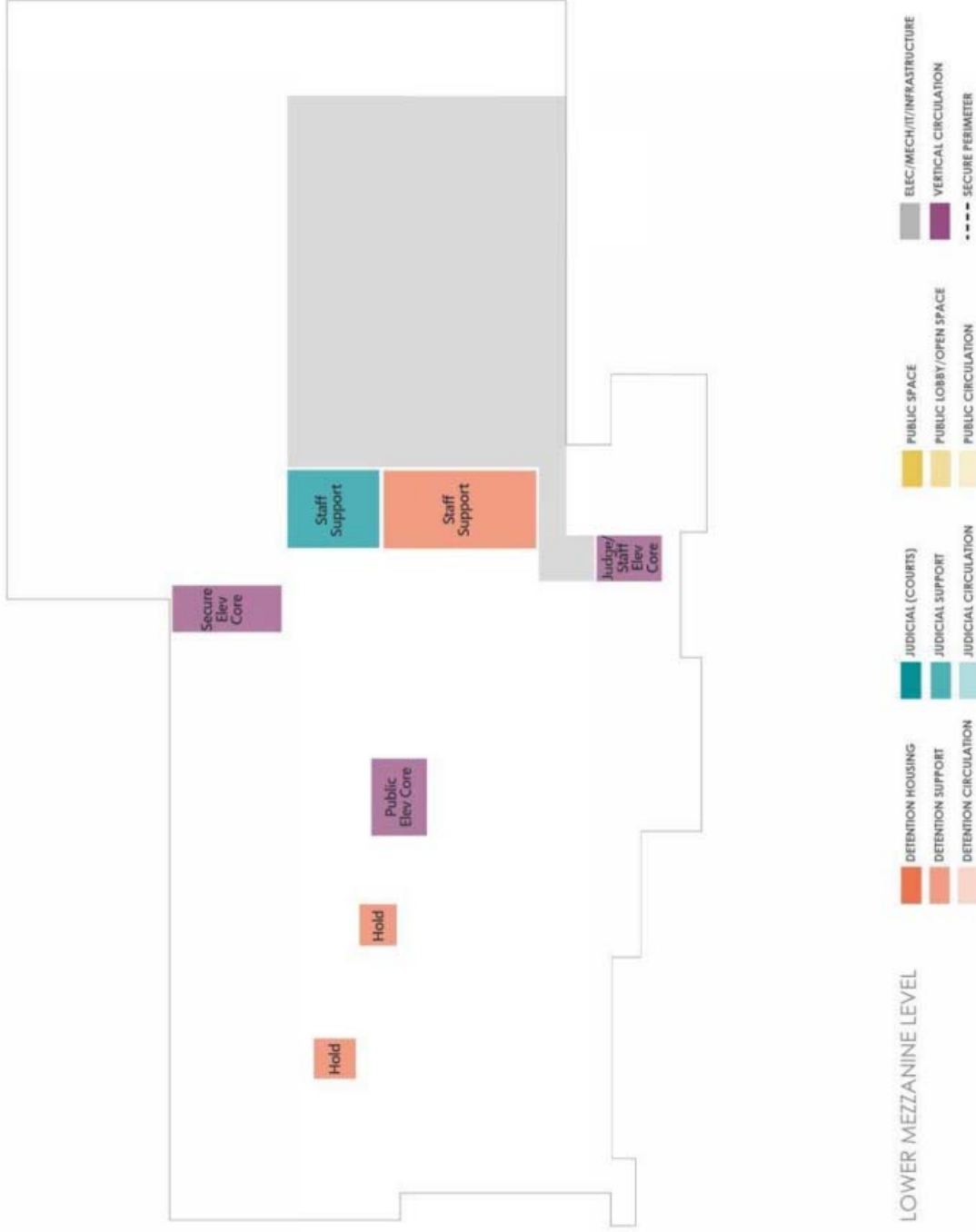


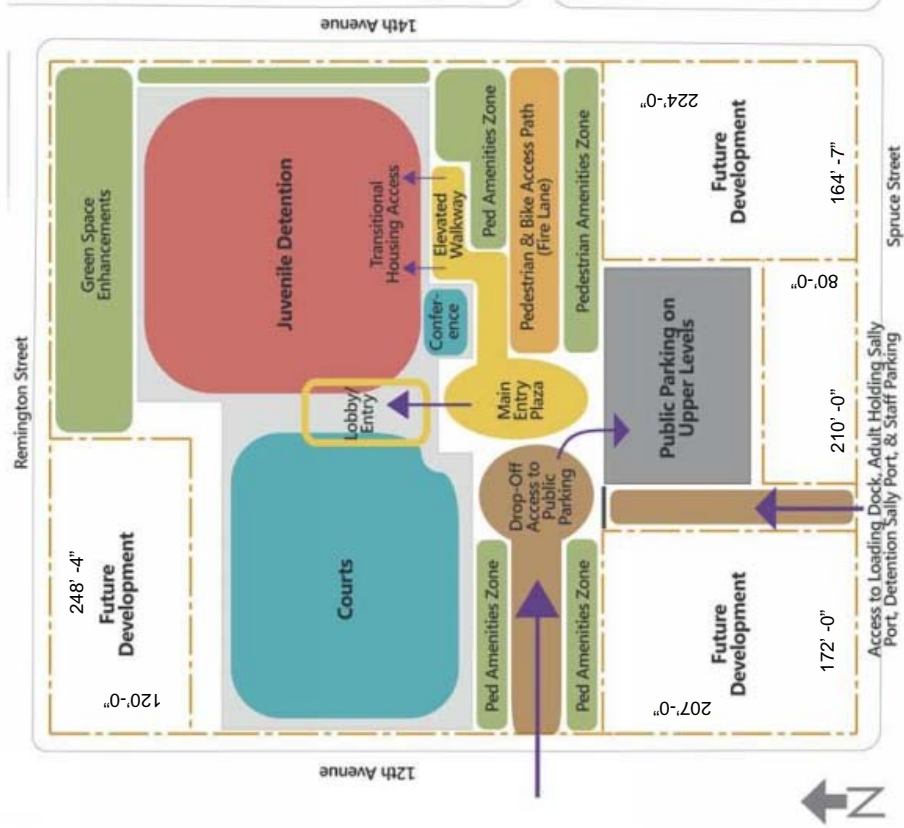


Figure 4-5  
Lower Mezzanine Level

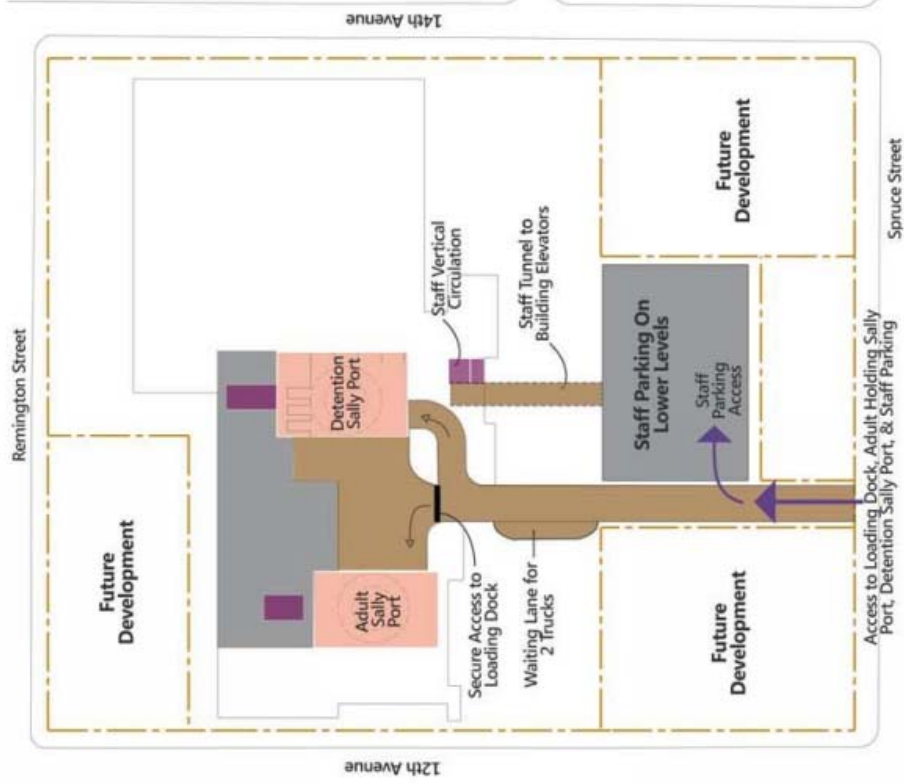




**Site Concept**



**Figure 4-6**



Note The minimum overall dimensions of "Future Development" parcels are indicated as shown above.





**King County**

APPENDIX **A**

**PHASE II SPACE DETAIL**







## Court Phase II Space Detail

ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.000</b>	<b>Building Support</b>				
<b>1.100</b>	<b>Entry Security Screening</b>				<b>Addition to Phase I Program</b>
1.101	Pre-Checkpoint Queue Area	1	200	200	
1.102	Parcel Scanner (Xray)	1	25	25	
1.103	Post-Checkpoint Area	1	140	140	
<b>Department Net Area</b>				<b>365</b>	
Grossing Factor				30%	110
<b>Department Gross Area</b>				<b>475</b>	
<b>1.200</b>	<b>Public Lobby</b>				<b>Addition to Phase I Program</b>
1.201	Lobby	1	240	240	
1.202	Information Kiosks	1	16	16	
1.203	Food Service - Café w/Seating	1	400	400	
1.204	Public Toilets (male & female)	1	360	360	
<b>Department Net Area</b>				<b>1,016</b>	
Grossing Factor				30%	305
<b>Department Gross Area</b>				<b>1,321</b>	
<b>1.300</b>	<b>Public Child Care</b>				<b>Addition to Phase I Program</b>
1.301	Child Care Check-in Lobby	1	26	26	
1.302	Child Care Kitchenette	1	16	16	
1.303	Child Care Storage	1	16	16	
1.304	Child Care - Play Area	1	240	240	
<b>Department Net Area</b>				<b>298</b>	
Grossing Factor				30%	89
<b>Department Gross Area</b>				<b>387</b>	
<b>1.400</b>	<b>Shared Meeting Space</b>				
1.401	Conference/Training Center	1	800	800	Addition to Phase I program.
1.402	Conference/Training Storage	1	120	120	Addition to Phase I program.
1.403	Conference/Training Kitchenette	1	30	30	Addition to Phase I program.
1.404	Medium Shared Conference Room (8-12)	2	240	480	New space.
1.405	Smaller Shared Conference Room (4-6)	4	120	480	New space.
<b>Department Net Area</b>				<b>1,910</b>	
Grossing Factor				30%	573
<b>Department Gross Area</b>				<b>2,483</b>	
<b>1.500</b>	<b>Staff Support</b>				
1.501	Staff Break Room	1	800	800	New space.
1.502	Staff Toilets (male & female)	1	960	960	New space.
1.503	Wellness/Exercise Room	1	200	200	Addition to Phase I program.
1.504	Staff Lockers & Showers (M&F)	1	400	400	Addition to Phase I program.
<b>Department Net Area</b>				<b>2,360</b>	
Grossing Factor				30%	708
<b>Department Gross Area</b>				<b>3,068</b>	
<b>1.600</b>	<b>Information Technology/MIS</b>				<b>Addition to Phase I Program</b>
1.601	Help Desk Staff	1	64	64	
1.602	SCIT Computer Equipment Staging & Storage	1	80	80	
<b>Department Net Area</b>				<b>144</b>	
Grossing Factor				30%	43
<b>Department Gross Area</b>				<b>187</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>1.700</b>	<b>Facilities &amp; Building Support</b>				
1.701	Clean Shop Area	1	200	200	Addition to Phase I program.
1.702	Tool and Parts Crib	1	300	300	Addition to Phase I program.
1.703	Maintenance Storage	1	250	250	Addition to Phase I program.
1.704	General Storage	1	1,000	1,000	Addition to Phase I program.
1.705	Trash/Compactor	1	200	200	Addition to Phase I program.
1.706	Recycling Sorter/Containers	1	100	100	Addition to Phase I program.
1.707	Maint./Custodial Staff Break Area	1	40	40	Addition to Phase I program.
1.708	Maint./Custodial Staff Toilet/Lockers	1	210	210	Addition to Phase I program.
1.709	Custodial Closets	1	60	60	New space.
<b>Department Net Area</b>				<b>2,360</b>	
Grossing Factor			30%	708	
<b>Department Gross Area</b>				<b>3,068</b>	
<b>Phase 2 Building Support Department Gross Area Total</b>				<b>10,989</b>	
Building Grossing Factor			40%	4,396	
<b>Phase 2 Building Support Building Total</b>				<b>15,384</b>	
<b>2.000</b>	<b>Resource Center</b>				
<b>2.100</b>	<b>Resource Center Addition to Phase I Program</b>				
2.101	Information Desk	1	40	40	
2.102	Interpreter Lead Office	1	60	60	
2.103	Interpreter Tables & Chairs	1	75	75	
2.104	Interpreter Lounge Seating	1	75	75	
<b>Department Net Area</b>				<b>250</b>	
Grossing Factor			30%	75	
<b>Phase 2 Resource Center Department Gross Area</b>				<b>325</b>	
Building Grossing Factor			40%	130	
<b>Phase 2 Resource Center Building Total</b>				<b>455</b>	
<b>3.000</b>	<b>Juvenile Court</b>				
<b>3.100</b>	<b>Judicial Offices Addition to Phase I Program</b>				
3.101	Pro Tem/Visiting Judges/Commis. Chambers	0	0	0	
3.102	Judges/Comm. Support (Bailiff/Recept.)	0	0	0	
3.103	Judicial Conference Room	1	730	730	
<b>Department Net Area</b>				<b>730</b>	
Grossing Factor			30%	219	
<b>Phase 2 Juvenile Court Department Gross Area</b>				<b>949</b>	
Building Grossing Factor			40%	380	
<b>Phase 2 Juvenile Court Building Total</b>				<b>1,329</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>9.000</b>	<b>Judicial Administration/Clerk</b>				
<b>9.800</b>	<b>Judicial Administration/Clerk</b>				<b>Addition to Phase I Program</b>
	<b>Management</b>				
9.801	Supervisor	1	100	100	Private office.
	<b>Cashiering</b>				
9.802	Counter Waiting Area (5 people/window)	1	50	50	Combine all counter waiting.
9.803	Public Counter w/Clerk Workstation	2	80	160	Welcoming.
9.804	Expansion of Forms Storage	1	48	48	
	<b>Case Processing</b>				
9.805	Workstations w/o Public Counter	3	48	144	Workstation.
9.806	EDP Staff - Imaging Workstation	1	64	64	Workstation.
9.807	Expansion of Forms Storage	1	60	60	
	<b>Records Services</b>				
9.808	Counter Waiting Area (5 people/window)	6	50	300	Combine all counter waiting.
9.809	Public Counter w/Clerk Workstation	2	80	160	
9.810	Public Counter w/o Clerk Workstation	1	80	80	
9.811	Workstations w/o Public Counter	4	48	192	Welcoming, no glazing.
9.812	Public terminals	4	48	192	
9.813	Expansion of Forms Storage	1	24	24	
	<b>Court Services</b>				
9.814	Courtroom Clerk Workspace	3	48	144	Workstation; outside courtroom; shared 1 for 2.
9.815	Expansion of Exhibit Storage	1	60	60	
9.816	Expansion of Secure Storage	1	20	20	
	<b>Domestic Violence Program</b>				
9.816	Counter Waiting Area (10 people/window)	1	20	20	Next to Cashiering w/divider; combine all waiting.
9.817	Public Counter w/Clerk Workstation	1	80	80	Private counter.
<b>Department Net Area</b>				<b>1,898</b>	
Grossing Factor			30%	569	
<b>Phase 2 Judicial Administration Department Gross Area</b>				<b>2,467</b>	
Building Grossing Factor			40%	987	
<b>Phase 2 Judicial Administration Building Total</b>				<b>3,454</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>10.000</b>	<b>Prosecuting Attorney</b>				
<b>10.200</b>	<b>Juvenile Offender Unit</b>				<b>Addition to Phase I Program</b>
10.201	DV Advocates	1	1,000	<b>1,000</b>	Expansion
<b>Department Net Area</b>				<b>1,000</b>	
Grossing Factor			30%	300	
<b>Department Gross Area</b>				<b>1,300</b>	
<b>10.300</b>	<b>Family Support Unit</b>				<b>New Space</b>
10.301	Chief Deputy	1	120	<b>120</b>	Private office.
10.302	Fiscal Operations Coordinator	1	100	<b>100</b>	Private office; confidential records.
10.303	Supervisor	3	100	<b>300</b>	Private office.
10.304	Administrative Assistant	1	64	<b>64</b>	Workstation.
10.305	Computer Staff	2	80	<b>160</b>	Workstation.
10.306	Computer Equipment Storage	1	64	<b>64</b>	With computer gear.
10.307	Reception/Waiting	8	15	<b>120</b>	
10.308	Receptionist w/ Counter	2	64	<b>128</b>	Workstation.
10.309	Interview Room	2	100	<b>200</b>	Phone & computer access.
10.310	Settlement Conference Room (for 4-6)	2	150	<b>300</b>	
10.311	Genetic Testing Room	1	100	<b>100</b>	
10.312	Genetic Testing Coordinator	1	64	<b>64</b>	Workstation.
10.313	Clerical Support Staff	1	48	<b>48</b>	Workstation.
10.314	File Storage (Centralized)	1	500	<b>500</b>	High density storage for all KC.
10.315	DPA	13	100	<b>1,300</b>	Private office.
10.316	Paralegal	15	80	<b>1,200</b>	Workstation.
10.317	Legal Assistant	14	48	<b>672</b>	Workstation.
10.318	Intern	1	48	<b>48</b>	Workstation.
10.319	Intake Officer	3	80	<b>240</b>	Workstation.
10.320	Copy/Fax/Supplies	1	100	<b>100</b>	
10.321	Computer/Server Room	1	80	<b>80</b>	Separate cooling, UPS.
10.322	Law Library/References	1	100	<b>100</b>	Shared by both units.
10.323	Break Room	1	140	<b>140</b>	Counter with sink, refrigerator, microwave;
<b>Department Net Area</b>				<b>6,148</b>	
Grossing Factor			30%	1,844	
<b>Department Gross Area</b>				<b>7,992</b>	
<b>Phase 2 Prosecuting Attorney Department Gross Area</b>				<b>9,292</b>	
Building Grossing Factor			40%	3,717	
<b>Phase 2 Prosecuting Attorney Building Total</b>				<b>13,009</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>11.000</b>	<b>Public Defender</b>				
<b>11.200</b>	<b>Family Support Unit</b>				<b>New Space</b>
11.201	Reception/Waiting	4	15	60	
11.202	Interview Room	1	120	120	
11.203	Attorneys	4	100	400	Private office.
11.204	Support Staff	8	64	512	Workstation.
11.205	Copy/Supplies	1	100	100	
11.206	Coffee Counter	1	20	20	Counter with sink, refrigerator, microwave.
<b>Department Net Area</b>				<b>1,212</b>	
Grossing Factor			30%	364	
<b>Phase 2 Public Defender Department Gross Area</b>				<b>1,576</b>	
Building Grossing Factor			40%	630	
<b>Phase 2 Public Defender Building Total</b>				<b>2,206</b>	
<b>14.000</b>	<b>Family Law Functions</b>				
<b>14.100</b>	<b>Family Court Operations</b>				<b>New Space</b>
	<b>Administration</b>				<b>Near Family Courtrooms.</b>
14.101	Director	1	180	180	Private office; conf. rm. Adjacent.
14.102	Manager of Administrative Services	1	120	120	Private office.
14.103	Lead/Floater	1	48	48	Workstation.
	<b>Court &amp; Program Support</b>				<b>For FL Commissioners.</b>
14.104	Public Counter	1	120	120	2 positions - staffed by ct. coord.
14.105	Admin Supervisor	1	48	48	Workstation.
14.106	Court Coordinators (UFC & Depend.)	4	48	192	Workstation; public and courtroom access.
14.107	Customer Spec II (with counter)	1	80	80	Workstation; recpt. for interviews w/soc. wkr.
	<b>Unified Family Court</b>				
14.108	Early Resolution Case Manager	2	140	280	Private office.
14.109	Civil Case Specialists	2	48	96	Workstation
	<b>Family Court Services</b>				
14.110	Manager	1	120	120	Private office; sees some clients.
14.111	Assistant Manager	1	100	100	Private office; sees some clients.
14.112	Mediators (Social Workers)	9	140	1,260	Private office; meet 2-5 clients in office.
14.113	Paralegal	1	64	64	Workstation; needs separation from clients.
14.114	Program Coordinators	1	64	64	Workstation; 4 lateral files; much time on phone.
	<b>Family Court Operations - Shared Space</b>				
14.115	Reception/Waiting (for 6-8)	1	120	120	With one staff.
14.116	Copy/Fax/Supplies	1	200	200	
14.117	Mail Area	1	40	40	
14.118	File Storage	1	200	200	High density filing.
14.119	Observation Room - Client Side	1	180	180	Attach to conference room.
14.120	Observation Room - Staff Side	1	64	64	Shared with Juv. Family Treatment.
14.121	Coffee Counter/Break Area	1	20	20	Counter with sink, refrigerator, microwave.
<b>Department Net Area</b>				<b>3,596</b>	
Grossing Factor			30%	1,079	
<b>Department Gross Area</b>				<b>4,675</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>14.200</b>	<b>Family Law Courtrooms</b>				<b>New Space</b>
14.201	UFC Judge Courtrooms (Trial)	5	900	<b>4,500</b>	
14.202	Courtroom (Commissioner Support)	1	1,800	<b>1,800</b>	
14.203	Courtroom (Commissioner General)	1	1,200	<b>1,200</b>	
14.204	Sound Lock/Vestibule	7	80	<b>560</b>	1 per courtroom.
14.205	Courtroom Electronic Equipment	7	50	<b>350</b>	1 per courtroom.
14.206	Courtroom Exhibit Storage	7	25	<b>175</b>	1 per courtroom.
14.207	Courtroom Holding/Interview - Standard	4	300	<b>1,200</b>	1 per 2 crtms - 2 cells/2 interv. Rooms.
14.208	Courtroom Public Waiting (20)	7	300	<b>2,100</b>	
14.209	Judges/Commissioners Chambers	7	400	<b>2,800</b>	With restroom.
14.210	Judges Support (Clerk/Bailiff)	7	80	<b>560</b>	Workspace for 2.
14.211	Pro Tem/Visiting Judges/Commiss. Chambers	1	400	<b>400</b>	2 provided (1 FL, 1 Juv) -increases utilization of courtrooms.
14.212	Pro Tem/Visiting Support (Bailiff/Recept.)	1	80	<b>80</b>	
14.213	Attorney/Client Meeting Room Larger	7	140	<b>980</b>	1 per courtroom.
14.214	Attorney/Client Meeting Room Smaller	7	100	<b>700</b>	1 per courtroom.
<b>Department Net Area</b>				<b>17,405</b>	
Grossing Factor			30%	5,222	
<b>Department Gross Area</b>				<b>22,627</b>	
<b>14.300</b>	<b>FLIC - Family Law Information Center (Pro Se)</b>				<b>New Space</b>
14.301	Queuing Area	8	15	<b>120</b>	Locate near main entry.
14.302	Public counter w/ work sta. (Intake Spec.)	2	80	<b>160</b>	
14.303	Forms Storage (Staff)	1	60	<b>60</b>	Racks on wall behind counter.
14.304	Public Work Area	1	400	<b>400</b>	Tables and information display.
14.305	Computer Terminals/Carrels	3	36	<b>108</b>	
14.306	Supervisor	1	140	<b>140</b>	Private office; see client groups in office.
14.307	Volunteer Attorney Office	1	140	<b>140</b>	Private office; see client groups in office.
14.308	Facilitator's Offices	2	140	<b>280</b>	Private office; see client groups in office.
14.309	Forms/Pamphlet Display	1	60	<b>60</b>	
14.310	Photocopy/Fax/Printer	1	100	<b>100</b>	
<b>Department Net Area</b>				<b>1,568</b>	
Grossing Factor			30%	470	
<b>Department Gross Area</b>				<b>2,038</b>	
<b>Phase 2 Family Law Functions Department Gross Area Total</b>				<b>29,340</b>	
Building Grossing Factor			40%	11,736	
<b>Phase 2 Family Law Building Total</b>				<b>41,076</b>	



ID	Function/Space	No of Units	SF/Unit	Total Net SF	Comments
<b>15.000</b>	<b>Law Library</b>				
<b>15.100</b>	<b>Law Library</b>				<b>New Space</b>
15.101	Reception/Waiting	1	200	<b>200</b>	Queue for 3 plus 3-4 lounge chairs.
15.102	Circulation Desk (including public approach)	1	336	<b>336</b>	Includes reference shelving.
15.103	Public Work Area - Tables	3	48	<b>144</b>	
15.104	Public Work Area - Carrels	5	36	<b>180</b>	
15.105	Small Group Study Room	1	128	<b>128</b>	
15.106	Large Group Study Room	1	240	<b>240</b>	
15.107	Public Access Computers	3	24	<b>72</b>	
15.108	Public Access Photocopier	1	48	<b>48</b>	
15.109	Book Stacks	1	1,200	<b>1,200</b>	15000 vols@5/lf; 7 hi = 430 units.
15.110	Staff Work Area	1	96	<b>96</b>	
15.111	Staff Office	1	120	<b>120</b>	
15.112	Storage Room	1	144	<b>144</b>	
15.113	Coffee Counter	1	20	<b>20</b>	
<b>Department Net Area</b>				<b>2,928</b>	
Grossing Factor			30%	878	
<b>Phase 2 Law Library Department Gross Area</b>				<b>3,806</b>	
Building Grossing Factor			40%	1,523	
<b>Phase 2 Law Library Building Total</b>				<b>5,329</b>	
<b>Phase 2 Department Gross Area Totals</b>				<b>58,744</b>	
Building Grossing Factor			40%	23,498	
<b>Phase 2 Building Total</b>				<b>82,242</b>	





### Detention Phase II Space Detail

ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments	
<b>Living Pod "D" - General Housing</b>						
<b>6.100 Typical 14-Bed Living Hall</b>						
6.101	Staff Desk	1	60	60	Open desk	
6.102	Dayroom/Dining	1	35	560	dining/dayroom activities	
6.103	Single Sleeping Rooms	12	70	840	toilet/sink	
6.104	Large Sleeping Room	1	110	110	bunks	
6.105	Accessible Sleeping Room	1	110	110	bunks	
6.106	Pantry	1	25	25	table	
6.107	Shower/Dressing/Toilet	2	90	180	One Accessible	
6.108	Interview Room	1	80	80	Glazing in door	
6.109	General Storage	1	80	80	Lockable space	
6.110	Janitor's Closet	1	40	40	Utility sink, shelving	
6.111	Laundry Area	1	60	60	Commercial grade; cabinets	
6.112	Staff Toilet	1	50	50	Accessible; lockable space	
6.113	Classroom	1	460	460	Computer terminals; glazing	
6.114	Classroom Storage	1	40	40	Lockable space	
6.115	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered	
<b>Total Department Net Area</b>				<b>2,695</b>		
			Efficiency Factor	50%	1,348	46% in Previous Program
<b>Total Typical 14-Room Living Hall Gross Area</b>				<b>4,043</b>		
			Number of 14-Room Units	2	<b>8,085</b>	Existing Program based on 11
6.116	Neighborhood/Pod Station	1	64	-	Part of grossing factor	
<b>Total for Pod "A" Orientation/Non-Offender/General Housing</b>				<b>8,085</b>		



ID	Function/Space	No. of Rooms	SF/Unit	Total Net SF	Comments
<b>Living Pod "D" - Transitional Housing</b>					
<b>6.200 14-Bed Transition/Honor Units</b>					
6.201	Staff Desk	1	40	40	Open desk
6.202	Association Space	1	35	490	35 sf/juvenile, Note 1
6.203	Single Sleeping Rooms	14	110	1,540	shr
6.204	Unit Kitchen	1	80	80	refrig.
6.205	Dining Area	1	15	210	Seating for 14
6.206	General Storage	1	40	40	Lockable space
6.207	Interview Room	1	80	80	Glazing in door
6.208	Staff Toilet	1	50	50	Accessible; lockable space
6.209	Classroom	1	460	460	Computer terminals; glazing
6.210	Classroom Storage	1	40	40	Lockable space
6.211	Laundry Area	1	60	60	Commercial grade; cabinets
6.212	Janitor's Closet	1	40	40	Utility sink, shelving
6.213	Attached Outdoor Recreation	1	400	400	Not included in SF total; partially covered
<b>Total Department Net Area</b>				<b>3,130</b>	
			Efficiency Factor	40%	
<b>Total 14-Bed Transition/Honor Unit Gross Area</b>				<b>4,382</b>	
			Number of 14-Bed Units in Neighborhood/Pod	2	
<b>Total Pod "C" Pod/Neighborhood Transitional Housing</b>				<b>8,764</b>	
<b>Total Housing Component Gross Area</b>				<b>16,849</b>	
			Building Grossing Factor	15%	
<b>TOTAL AREA for HOUSING COMPONENT</b>				<b>19,376</b>	





**King County**

APPENDIX **B**

**OWNER REQUESTED BETTERMENTS**





**King County**

APPENDIX **C**

**ALDER ACADEMY SCHOOL ADDITIVE ALTERNATIVE**





### Alder Academy School Additive Alternative

**Component Description:** Alder Academy provides a wide array of education and transitional services to youth and is a separate from the school program offered by the Seattle School District in secure detention. The Alder Academy school staff works in a collaborative partnership with various community programs, juvenile probation counselors, Juvenile Detention and Juvenile Court. The Seattle School District staff states that the space needs for the Alder Academy will be comprised of 3 classrooms, 1 workroom, 1 special education classroom, 1 time out room, 1 teacher office, reception area, and restrooms for youth and staff. Each classroom should hold 12 students plus one teacher.

**Space List.** A total of 5,544 BGSF is proposed for this component.

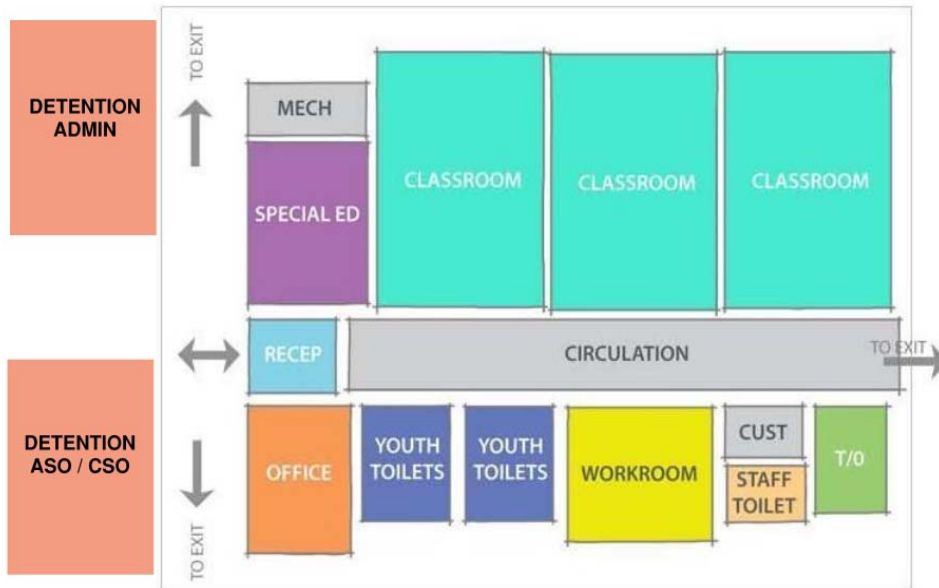
ID	Function/Space	No of Units	SF/Unit	Total Net SF
1	Classrooms (for 12+ teacher)	3	600	<b>1800</b>
2	Special Ed Classroom	1	300	<b>300</b>
3	Youth Toilets	2	130	<b>260</b>
4	Time Out Room	1	100	<b>100</b>
5	Reception Waiting	1	80	<b>80</b>
6	School Office	1	200	<b>200</b>
7	Staff Toilets	1	45	<b>45</b>
8	Supply Storage/Teacher workroom	1	200	<b>200</b>
<b>Department Net Area</b>				<b>2985</b>
Grossing Factor		30%		896
<b>Department Area</b>				<b>3,881</b>
Grossing Factor		40%		<b>1,553</b>
<b>TOTAL AREA for ALDER ACADEMY</b>				<b>5,544</b>

**Adjacency.** Alder School should be easily accessible from Juvenile Detention Administration and ASD/CSO offices.





### Critical Spatial Relationship for Alder School



ALDER ACADEMY  
CONCEPTUAL DIAGRAM



**BETTERMENT 1: Full Floor Expansion**

- A. This includes the expansion of areas included in the Phase1 program as defined in the Facility Program, Appendix A that will require expansion when Phase 2 is implemented. These areas total 12,218 sq. ft and are summarized below.

ID	EXPANDED COURT AREAS Function/Space	Phase 1			Phase 2	Phase 1 + Phase 2
		No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.100</b>	<b>Entry Security Screening</b>					
1.101	Pre-Checkpoint Queue Area	1	400	<b>400</b>	200	600
1.102	Parcel Scanner (Xray)	2	100	<b>200</b>	25	225
1.103	Post-Checkpoint Area	1	280	<b>280</b>	140	420
<b>Department Net Area</b>				<b>880</b>	<b>365</b>	<b>1,245</b>
Grossing Factor			30%	264	110	374
<b>Department Gross Area</b>				<b>1,144</b>	<b>475</b>	<b>1,619</b>
<b>1.200</b>	<b>Public Lobby</b>					
1.201	Lobby (arrival and court)	1	720	<b>720</b>	240	960
1.202	Information Kiosks	3	16	<b>48</b>	16	64
1.203	Food Service - Cafe w/Seating	1	600	<b>600</b>	400	1,000
1.204	Public Toilets (male & female)	6	180	<b>1,080</b>	360	1,440
<b>Department Net Area</b>				<b>2,448</b>	<b>1,016</b>	<b>3,464</b>
Grossing Factor			30%	734	305	1,039
<b>Department Gross Area</b>				<b>3,182</b>	<b>1,321</b>	<b>4,503</b>
<b>1.300</b>	<b>Public Child Care</b>					
1.301	Child Care Check-in Lobby	1	70	<b>70</b>	26	96
1.302	Child Care Kitchenette	1	48	<b>48</b>	16	64
1.303	Child Care Storage	1	48	<b>48</b>	16	64
1.304	Child Care - Play Area	1	400	<b>400</b>	240	640
<b>Department Net Area</b>				<b>566</b>	<b>298</b>	<b>864</b>
Grossing Factor			30%	170	89	259
<b>Department Gross Area</b>				<b>736</b>	<b>387</b>	<b>1,123</b>
<b>1.400</b>	<b>Shared Meeting Spaces</b>					
1.401	Conference/Training Center	1	1,200	<b>1,200</b>	800	2000
1.402	Conference/Training Storage	1	120	<b>120</b>	120	240
1.403	Conference/Training Kitchenette	1	90	<b>90</b>	30	120
<b>Department Net Area</b>				<b>1,410</b>	<b>950</b>	<b>2,360</b>
Grossing Factor			30%	423	285	708
<b>Department Gross Area</b>				<b>1,833</b>	<b>1,235</b>	<b>3,068</b>
<b>1.500</b>	<b>Staff Support</b>					
1.5.03	Wellness/Exercise Room	1	300	<b>300</b>	200	500
1.504	Staff Lockers & Showers (M&F)	2	200	<b>400</b>	400	800
<b>Department Net Area</b>				<b>700</b>	<b>600</b>	<b>1,300</b>
Grossing Factor			30%	210	180	390
<b>Department Gross Area</b>				<b>910</b>	<b>780</b>	<b>1,690</b>



ID	EXPANDED COURT AREAS Function/Space	Phase 1			Phase 2	Phase 1 + Phase 2
		No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.600</b>	<b>Information Technology/MIS</b>					
1.601	Help Desk Staff	2	80	160	64	224
1.602	SCIT Computer Equipment Staging & Storage	1	120	120	80	200
<b>Department Net Area</b>				<b>280</b>	<b>144</b>	<b>424</b>
Grossing Factor			30%	84	43	127
<b>Department Gross Area</b>				<b>364</b>	<b>187</b>	<b>551</b>
<b>1.700</b>	<b>Facilities &amp; Building Support</b>					
1.701	Clean Shop Area	1	200	200	200	400
1.702	Tool and Parts Crib	1	300	300	300	600
1.703	Maintenance Storage	1	250	250	250	500
1.704	General Storage	1	1,000	1,000	1,000	2,000
1.705	Trash/Compactor	1	300	300	200	500
1.706	Recycling Sorter/Containers	1	150	150	100	250
1.707	Maint./Custodial Staff Break Area	1	160	160	40	200
1.708	Maint./Custodial Staff Toilet/Lockers	1	90	90	210	300
1.709	Custodial Closets	3	60	180	60	240
<b>Department Net Area</b>				<b>2,630</b>	<b>2,360</b>	<b>4,990</b>
Grossing Factor			30%	789	708	1,497
<b>Department Gross Area</b>				<b>3,419</b>	<b>3,068</b>	<b>6,487</b>
<b>Total Building Support Gross Area</b>						
Building Grossing Factor						
<b>2.100</b>	<b>Resource Center</b>					
2.101	Information Desk	1	170	170	40	210
2.102	Interpreter Lead Office	1	120	120	60	180
2.103	Interpreter tables and chairs	1	80	80	75	155
2.104	Interpreter lounge seating	1	64	64	75	139
<b>Department Net Area</b>				<b>434</b>	<b>250</b>	<b>684</b>
Grossing Factor			30%	130	75	205
<b>Department Gross Area</b>				<b>564</b>	<b>325</b>	<b>889</b>
<b>3.100</b>	<b>Juvenile Offender Courts Offices</b>					
3.103	Judicial Conference Room	1	400	400	730	1,130
<b>Department Net Area</b>				<b>400</b>	<b>730</b>	<b>1,130</b>
Grossing Factor			30%	120	219	339
<b>Department Gross Area</b>				<b>520</b>	<b>949</b>	<b>1,469</b>
<b>Total Expanded Phase 1 Court Gross Area</b>				<b>12,672</b>	<b>8,727</b>	<b>21,399</b>
Building Grossing Factor			40.00%	5,069	3,491	8,560
<b>TOTAL INCREASE TO PHASE 1 AREAS IN PHASE 2 COURT AREAS</b>				<b>17,741</b>	<b>12,218</b>	<b>29,959</b>



- B. This item includes the additional expansion of specific detention areas totaling 4,115 sq. ft. as summarized below:

ID	Function/Space	Phase 1			Added Area	Phase 1 + Added Area
		No of Units	SF/Unit	Total SF	Added Area	Total SF
<b>1.300</b>	<b>Detention Administration</b>					
1.327	Coffee Station/Lounge	1	20	20	150	170
1.328	Staff Toilet-Male and Female	2	240	480	480	960
<b>Department Net Area</b>				<b>500</b>	<b>630</b>	<b>1,130</b>
Grossing Factor			30%	150	189	339
<b>Department Gross Area</b>				<b>650</b>	<b>819</b>	<b>1,469</b>
<b>2.100</b>	<b>Detention Administration (inside security)</b>					
2.107	On-duty Supervisor	1	160	160	160	320
<b>Department Net Area</b>				<b>160</b>	<b>160</b>	<b>320</b>
Grossing Factor			30%	48	48	96
<b>Department Gross Area</b>				<b>208</b>	<b>208</b>	<b>416</b>
<b>4.200</b>	<b>Recreation</b>					
4.202	Storage-Gymnasium	1	300	300	100	400
4.205	Recreation Office	1	100	100	0	100
4.208	Recreation Storage	0	0	0	300	300
<b>Department Net Area</b>				<b>400</b>	<b>400</b>	<b>800</b>
Grossing Factor			15%	60	60	120
<b>Department Gross Area</b>				<b>460</b>	<b>460</b>	<b>920</b>
<b>5.000</b>	<b>Housing</b>					
5.208	Interview Room	3	80	240	240	480
5.308	Interview Room	4	80	320	320	640
5.407	Interview Room	4	80	320	320	640
<b>Department Net Area</b>				<b>880</b>	<b>880</b>	<b>1,760</b>
Grossing Factor			50%	440	440	880
<b>Department Gross Area</b>				<b>1,320</b>	<b>1,320</b>	<b>2,640</b>
<b>Department Net Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
Grossing Factor			25%	0	0	0
<b>Department Gross Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>3.400</b>	<b>Detention IT Service</b>					
3.401	Staff Toilet	1	50	50	50	100
<b>Department Net Area</b>				<b>50</b>	<b>50</b>	<b>100</b>
Grossing Factor			35%	18	18	35
<b>Department Gross Area</b>				<b>68</b>	<b>68</b>	<b>135</b>
<b>3.300</b>	<b>General Services</b>					
3.302	Staff Toilet	0	0	0	50	50
<b>Department Net Area</b>				<b>0</b>	<b>50</b>	<b>50</b>
Grossing Factor			30%	0	15	15
<b>Department Gross Area</b>				<b>0</b>	<b>65</b>	<b>65</b>
<b>Total Added Area For Detention</b>				<b>2,706</b>	<b>2,940</b>	<b>5,645</b>
Building Grossing Factor			40.00%	1,082	1,176	2,258
<b>TOTAL ADDED AREAS FOR DETENTION IN PHASE 1</b>				<b>3,788</b>	<b>4,115</b>	<b>7,903</b>



- C. This item includes the shell and core build out of spaces required for the Phase II court program as defined in the Facility Program, Appendix A, that totals 70,025 sq. ft. These areas are summarized below.

ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF
<b>1.000</b>	<b>Building Support</b>							
<b>1.400</b>	<b>Shared Meeting Spaces</b>							
1.404	Medium Shared Conference (8-12)	0	0	0	2	240	480	480
1.405	Smaller Shared Conference (4-6)	0	0	0	4	120	480	480
<b>Department Net Area</b>							<b>960</b>	<b>960</b>
Grossing Factor							30%	288
<b>Department Gross Area</b>							<b>0</b>	<b>1,248</b>
								<b>0</b>
<b>1.500</b>	<b>Staff Support</b>							
1.501	Staff Breakroom	0	0	0	2	400	800	800
1.502	Staff Toilet	0	0	0	8	120	960	960
<b>Department Net Area</b>							<b>1,760</b>	<b>1,760</b>
Grossing Factor							30%	528
<b>Department Gross Area</b>							<b>0</b>	<b>2,288</b>
								<b>0</b>



ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF
<b>9.000</b>	<b>Judicial Administration/Clerk</b>							
	<b>Management</b>							<b>0</b>
9.800	Supervisor	0	0	0	1	100	100	100
	<b>Cashiering</b>							<b>0</b>
9.801	Counter Waiting Area (5 people/window)	0	0	0	1	50	50	50
9.802	Public Counter w/Clerk Workstation	0	0	0	2	80	160	160
9.803	Expansion of Forms Storage	0	0	0	1	48	48	48
	<b>Case Processing</b>							<b>0</b>
9.804	Counter Waiting Area (5 people/window)	0	0	0		50	0	0
9.805	Public Counter w/o Clerk Workstation	0	0	0		80	0	0
9.806	Workstations w/o Public Counter	0	0	0	3	48	144	144
9.807	EDP Staff - Imaging Workstation	0	0	0	1	64	64	64
9.808	Expansion of Forms Storage	0	0	0	1	60	60	60
	<b>Records Services</b>							<b>0</b>
9.809	Counter Waiting Area (5 people/window)	0	0	0	6	50	300	300
	Public Counter w/Clerk Workstation	0	0	0	2	80	160	160
	Public Counter w/o Clerk Workstation	0	0	0	1	80	80	80
9.810	Workstations w/o Public Counter	0	0	0	4	48	192	192
9.811	Public terminals	0	0	0	4	48	192	192
9.812	Expansion of Forms Storage	0	0	0	1	24	24	24
	<b>Court Services</b>							<b>0</b>
9.813	Courtroom Clerk Workspace				3	48	144	144
		0	0	0				
9.814	Expansion of Exhibit Storage	0	0	0	1	60	60	60
9.815	Expansion of Secure Storage	0	0	0	1	20	20	20
	<b>Domestic Violence Program</b>							<b>0</b>
9.816	Counter Waiting Area (10 people/window)				1	20	20	20
		0	0	0				
9.817	Public Counter w/Clerk Workstation	0	0	0	1	80	80	80
<b>Department Net Area</b>							<b>1,898</b>	<b>1,898</b>
Grossing Factor							30%	569
<b>Department Gross Area</b>							<b>2,467</b>	<b>2,467</b>



ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF
<b>10.000</b>	<b>Prosecuting Attorney</b>							
	<b>Family Support Unit</b>							
10.301	Chief Deputy	0	0	0	1	120	120	120
10.302	Fiscal Operations Coordinator	0	0	0	1	100	100	100
10.303	Supervisor	0	0	0	3	100	300	300
10.304	Administrative Assistant	0	0	0	1	64	64	64
10.305	Computer Staff	0	0	0	2	80	160	160
10.306	Computer Equipment Storage	0	0	0	1	64	64	64
10.307	Reception/Waiting	0	0	0	8	15	120	120
10.308	Receptionist w/ Counter	0	0	0	2	64	128	128
10.309	Interview Room	0	0	0	2	100	200	200
10.310	Settlement Conference Room (for 4-6)	0	0	0	2	150	300	300
10.311	Genetic Testing Room	0	0	0	1	100	100	100
10.312	Genetic Testing Coordinator	0	0	0	1	64	64	64
10.313	Clerical Support Staff	0	0	0	1	48	48	48
10.314	File Storage (Centralized)	0	0	0	1	500	500	500
10.315	DPA	0	0	0	13	100	1,300	1,300
10.316	Paralegal	0	0	0	15	80	1,200	1,200
10.317	Legal Assistant	0	0	0	14	48	672	672
10.318	Intern	0	0	0	1	48	48	48
10.319	Intake Officer	0	0	0	3	80	240	240
10.320	Copy/Fax/Supplies	0	0	0	1	100	100	100
10.321	Computer/Server Room	0	0	0	1	80	80	80
10.322	Law Library/References	0	0	0	1	100	100	100
10.323	Coffee Counter/Break Room				1	140	140	140
		0	0	0				
10.201	Domestic Violence Protection Order Advocates	0	0	0	1	1,000	1,000	1,000
<b>Department Net Area</b>							<b>7,148</b>	<b>7,148</b>
Grossing Factor						30%	2,144	2,144
<b>Department Gross Area</b>							<b>9,292</b>	<b>9,292</b>



ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF
<b>11.000</b>	<b>Public Defender</b>							
	<b>Family Support Unit</b>							
11.201	Reception/Waiting	0	0	0	4	15	60	60
11.202	Interview Room	0	0	0	1	120	120	120
11.203	Attorneys	0	0	0	4	100	400	400
11.204	Support Staff	0	0	0	8	64	512	512
11.205	Copy/Supplies	0	0	0	1	100	100	100
11.206	Coffee Counter	0	0	0	1	20	20	20
<b>Department Net Area</b>							<b>1,212</b>	<b>1,212</b>
Grossing Factor						30%	364	364
<b>Department Gross Area</b>							<b>1,576</b>	<b>1,576</b>
<b>14.000</b>	<b>Family Law Functions</b>							
<b>14.100</b>	<b>Family Court Operations</b>							<b>0</b>
	<b>Administration</b>							<b>0</b>
14.101	Director	0	0	0	1	180	180	180
14.102	Manager of Administrative Services	0	0	0	1	120	120	120
14.103	Lead/Floater	0	0	0	1	48	48	48
	<b>Court &amp; Program Support</b>	0	0	0				<b>0</b>
14.104	Public Counter	0	0	0	1	120	120	120
14.105	Admin Supervisor	0	0	0	1	48	48	48
14.106	Court Coordinators (UFC & Depend.)	0	0	0	4	48	192	192
14.107	Customer Spec II (with counter)	0	0	0	1	80	80	80
	<b>Unified Family Court</b>	0	0	0				<b>0</b>
14.108	Early Resolution Case Manager	0	0	0	2	140	280	280
14.109	Civil Case Specialists (inc's Flow Coordinator)	0	0	0	2	48	96	96
	<b>Family Court Services</b>	0	0	0				<b>0</b>
14.110	Manager	0	0	0	1	120	120	120
14.111	Assistant Manager	0	0	0	1	100	100	100
14.112	Mediators (Social Workers)	0	0	0	9	140	1,260	1,260
14.113	Paralegal	0	0	0	1	64	64	64
14.114	Program Coordinators	0	0	0	1	64	64	64
	<b>Family Court Operations - Shared Space</b>							<b>0</b>
14.115	Reception/Waiting (for 6-8)	0	0	0	1	120	120	120
14.116	Copy/Fax/Supplies	0	0	0	1	200	200	200
14.117	Mail Area	0	0	0	1	40	40	40
14.118	File Storage	0	0	0	1	200	200	200
14.119	Observation Room - Client Side	0	0	0	1	180	180	180
14.120	Observation Room - Staff Side	0	0	0	1	64	64	64
14.121	Coffee Counter/Break Area	0	0	0	1	20	20	20
<b>Department Net Area</b>							<b>3,596</b>	<b>3,596</b>
Grossing Factor						30%	1,079	1,079
<b>Department Gross Area</b>							<b>4,675</b>	<b>4,675</b>





ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2	
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF	
<b>14.200 Family Law Courtrooms</b>									
14.201	UFC Judge Courtrooms (Trials)	0	0	0	5	900	4,500	4,500	
14.202	Courtroom (Commissioner Support)	0	0	0	1	1,800	1,800	1,800	
14.203	Courtroom (Commissioner General)	0	0	0	1	1,200	1,200	1,200	
14.204	Sound Lock/Vestibule	0	0	0	7	80	560	560	
14.205	Courtroom Electronic Equipment	0	0	0	7	50	350	350	
14.206	Courtroom Exhibit Storage	0	0	0	7	25	175	175	
14.207	Courtroom Holding/Interview - Standard	0	0	0	4	300	1,200	1,200	
14.208	Courtroom Public Waiting (20)	0	0	0	7	300	2,100	2,100	
14.209	Judges/Commissioners Chambers	0	0	0	7	400	2,800	2,800	
14.210	Judges Support (Clerk/Bailiff)	0	0	0	7	80	560	560	
14.211	Pro Tem/Visiting Judges/Commis. Chambers	0	0	0	1	400	400	400	
14.212	Pro Tem/Visiting Support (Bailiff/Recept.)	0	0	0	1	80	80	80	
14.213	Attorney/Client Meeting Room Larger	0	0	0	7	140	980	980	
14.214	Attorney/Client Meeting Room Smaller	0	0	0	7	100	700	700	
<b>Department Net Area</b>							<b>17,405</b>	<b>17,405</b>	
Grossing Factor							30%	5,222	5,222
<b>Department Gross Area</b>							<b>22,627</b>	<b>22,627</b>	
<b>14.300 FLIC - Family Law Information Center (Pro Se)</b>									
14.301	Queuing Area	0	0	0	8	15	120	120	
14.302	Public counter w/ work sta. (Intake Spec.)	0	0	0	2	80	160	160	
14.303	Forms Storage (Staff)	0	0	0	1	60	60	60	
14.304	Public Work Area	0	0	0	1	400	400	400	
14.305	Computer Terminals/Carrels	0	0	0	3	36	108	108	
14.306	Supervisor	0	0	0	1	140	140	140	
14.307	Volunteer Attorney Office	0	0	0	1	140	140	140	
14.308	Facilitator's Offices	0	0	0	2	140	280	280	
14.309	Forms/Pamphlet Display	0	0	0	1	60	60	60	
14.310	Photocopy/Fax/Printer	0	0	0	1	100	100	100	
<b>Department Net Area</b>							<b>1,568</b>	<b>1,568</b>	
Grossing Factor							30%	470	470
<b>Department Gross Area</b>							<b>2,038</b>	<b>2,038</b>	



ID	NEW COURT AREAS Function/Space	Phase 1			Phase 2			Phase 1 + Phase 2	
		No. of Units	SF/Unit	Total Net SF	No. of Units	SF/Unit	Total SF	Total SF	
<b>15.100</b>	<b>Law Library</b>								
15.101	Reception/Waiting	0	0	0	1	200	<b>200</b>	<b>200</b>	
15.102	Circulation Desk (including public approach)	0	0	0	1	336	<b>336</b>	<b>336</b>	
15.103	Public Work Area - Tables	0	0	0	3	48	<b>144</b>	<b>144</b>	
15.104	Public Work Area - Carrels	0	0	0	5	36	<b>180</b>	<b>180</b>	
15.105	Small Group Study Room	0	0	0	1	128	<b>128</b>	<b>128</b>	
15.106	Large Group Study Room	0	0	0	1	240	<b>240</b>	<b>240</b>	
15.107	Public Access Computers	0	0	0	3	24	<b>72</b>	<b>72</b>	
15.108	Public Access Photocopier	0	0	0	1	48	<b>48</b>	<b>48</b>	
15.109	Book Stacks	0	0	0	1	1,200	<b>1,200</b>	<b>1,200</b>	
15.110	Staff Work Area	0	0	0	1	96	<b>96</b>	<b>96</b>	
15.111	Staff Office	0	0	0	1	120	<b>120</b>	<b>120</b>	
15.112	Storage Room	0	0	0	1	144	<b>144</b>	<b>144</b>	
15.113	Coffee Counter	0	0	0	1	20	<b>20</b>	<b>20</b>	
<b>Department Net Area</b>							<b>2,928</b>	<b>2,928</b>	
Grossing Factor							30%	878	878
<b>Department Gross Area</b>							<b>3,806</b>	<b>3,806</b>	
<b>Total Security Gross Area</b>							<b>50,018</b>	<b>50,018</b>	
Building Grossing Factor							40.00%	20,007	20,007
<b>TOTAL AREA</b>							<b>70,025</b>	<b>70,025</b>	



**BETTERMENT 2: Partial Floor Expansion**

- A. This includes the expansion of areas included in the Phase1 program as defined in the Facility Program, Appendix A that will require expansion when Phase 2 is implemented. These areas total 12,218 sq. ft. and are summarized below.

EXPANDED COURT AREAS		Phase 1			Phase 2	Phase 1 + Phase 2
ID	Function/Space	No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.100</b>	<b>Entry Security Screening</b>					
1.101	Pre-Checkpoint Queue Area	1	400	<b>400</b>	200	600
1.102	Parcel Scanner (Xray)	2	100	<b>200</b>	25	225
1.103	Post-Checkpoint Area	1	280	<b>280</b>	140	420
<b>Department Net Area</b>				<b>880</b>	<b>365</b>	<b>1,245</b>
Grossing Factor			30%	264	110	374
<b>Department Gross Area</b>				<b>1,144</b>	<b>475</b>	<b>1,619</b>
<b>1.200</b>	<b>Public Lobby</b>					
1.201	Lobby (arrival and court)	1	720	<b>720</b>	240	960
1.202	Information Kiosks	3	16	<b>48</b>	16	64
1.203	Food Service - Cafe w/Seating	1	600	<b>600</b>	400	1,000
1.204	Public Toilets (male & female)	6	180	<b>1,080</b>	360	1,440
<b>Department Net Area</b>				<b>2,448</b>	<b>1,016</b>	<b>3,464</b>
Grossing Factor			30%	734	305	1,039
<b>Department Gross Area</b>				<b>3,182</b>	<b>1,321</b>	<b>4,503</b>
<b>1.300</b>	<b>Public Child Care</b>					
1.301	Child Care Check-in Lobby	1	70	<b>70</b>	26	96
1.302	Child Care Kitchenette	1	48	<b>48</b>	16	64
1.303	Child Care Storage	1	48	<b>48</b>	16	64
1.304	Child Care - Play Area	1	400	<b>400</b>	240	640
<b>Department Net Area</b>				<b>566</b>	<b>298</b>	<b>864</b>
Grossing Factor			30%	170	89	259
<b>Department Gross Area</b>				<b>736</b>	<b>387</b>	<b>1,123</b>
<b>1.400</b>	<b>Shared Meeting Spaces</b>					
1.401	Conference/Training Center	1	1,200	<b>1,200</b>	800	2000
1.402	Conference/Training Storage	1	120	<b>120</b>	120	240
1.403	Conference/Training Kitchenette	1	90	<b>90</b>	30	120
<b>Department Net Area</b>				<b>1,410</b>	<b>950</b>	<b>2,360</b>
Grossing Factor			30%	423	285	708
<b>Department Gross Area</b>				<b>1,833</b>	<b>1,235</b>	<b>3,068</b>
<b>1.500</b>	<b>Staff Support</b>					
1.5.03	Wellness/Exercise Room	1	300	<b>300</b>	200	500
1.504	Staff Lockers & Showers (M&F)	2	200	<b>400</b>	400	800
<b>Department Net Area</b>				<b>700</b>	<b>600</b>	<b>1,300</b>
Grossing Factor			30%	210	180	390
<b>Department Gross Area</b>				<b>910</b>	<b>780</b>	<b>1,690</b>



ID	EXPANDED COURT AREAS Function/Space	Phase 1			Phase 2	Phase 1 + Phase 2
		No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.600</b>	<b>Information Technology/MIS</b>					
1.601	Help Desk Staff	2	80	160	64	224
1.602	SCIT Computer Equipment Staging & Storage	1	120	120	80	200
<b>Department Net Area</b>				<b>280</b>	<b>144</b>	<b>424</b>
Grossing Factor			30%	84	43	127
<b>Department Gross Area</b>				<b>364</b>	<b>187</b>	<b>551</b>
<b>1.700</b>	<b>Facilities &amp; Building Support</b>					
1.701	Clean Shop Area	1	200	200	200	400
1.702	Tool and Parts Crib	1	300	300	300	600
1.703	Maintenance Storage	1	250	250	250	500
1.704	General Storage	1	1,000	1,000	1,000	2,000
1.705	Trash/Compactor	1	300	300	200	500
1.706	Recycling Sorter/Containers	1	150	150	100	250
1.707	Maint./Custodial Staff Break Area	1	160	160	40	200
1.708	Maint./Custodial Staff Toilet/Lockers	1	90	90	210	300
1.709	Custodial Closets	3	60	180	60	240
<b>Department Net Area</b>				<b>2,630</b>	<b>2,360</b>	<b>4,990</b>
Grossing Factor			30%	789	708	1,497
<b>Department Gross Area</b>				<b>3,419</b>	<b>3,068</b>	<b>6,487</b>
<b>Total Building Support Gross Area</b>						
Building Grossing Factor						
<b>2.100</b>	<b>Resource Center</b>					
2.101	Information Desk	1	170	170	40	210
2.102	Interpreter Lead Office	1	120	120	60	180
2.103	Interpreter tables and chairs	1	80	80	75	155
2.104	Interpreter lounge seating	1	64	64	75	139
<b>Department Net Area</b>				<b>434</b>	<b>250</b>	<b>684</b>
Grossing Factor			30%	130	75	205
<b>Department Gross Area</b>				<b>564</b>	<b>325</b>	<b>889</b>
<b>3.100</b>	<b>Juvenile Offender Courts Offices</b>					
3.103	Judicial Conference Room	1	400	400	730	1,130
<b>Department Net Area</b>				<b>400</b>	<b>730</b>	<b>1,130</b>
Grossing Factor			30%	120	219	339
<b>Department Gross Area</b>				<b>520</b>	<b>949</b>	<b>1,469</b>
<b>Total Expanded Phase 1 Court Gross Area</b>				<b>12,672</b>	<b>8,727</b>	<b>21,399</b>
Building Grossing Factor			40.00%	5,069	3,491	8,560
<b>TOTAL INCREASE TO PHASE 1 AREAS IN PHASE 2 COURT AREAS</b>				<b>17,741</b>	<b>12,218</b>	<b>29,959</b>



B. This item includes the additional expansion of specific detention areas totaling 4,115 sq. ft. , as summarized below:

ID	Function/Space	Phase 1			Added Area	Phase 1 + Added Area
		No of Units	SF/Unit	Total SF	Added Area	Total SF
<b>1.300</b>	<b>Detention Administration</b>					
1.327	Coffee Station/Lounge	1	20	20	150	170
1.328	Staff Toilet-Male and Female	2	240	480	480	960
<b>Department Net Area</b>				<b>500</b>	<b>630</b>	<b>1,130</b>
Grossing Factor			30%	150	189	339
<b>Department Gross Area</b>				<b>650</b>	<b>819</b>	<b>1,469</b>
<b>2.100</b>	<b>Detention Administration (inside security)</b>					
2.107	On-duty Supervisor	1	160	160	160	320
<b>Department Net Area</b>				<b>160</b>	<b>160</b>	<b>320</b>
Grossing Factor			30%	48	48	96
<b>Department Gross Area</b>				<b>208</b>	<b>208</b>	<b>416</b>
<b>4.200</b>	<b>Recreation</b>					
4.202	Storage-Gymnasium	1	300	300	100	400
4.205	Recreation Office	1	100	100	0	100
4.208	Recreation Storage	0	0	0	300	300
<b>Department Net Area</b>				<b>400</b>	<b>400</b>	<b>800</b>
Grossing Factor			15%	60	60	120
<b>Department Gross Area</b>				<b>460</b>	<b>460</b>	<b>920</b>
<b>5.000</b>	<b>Housing</b>					
5.208	Interview Room	3	80	240	240	480
5.308	Interview Room	4	80	320	320	640
5.407	Interview Room	4	80	320	320	640
<b>Department Net Area</b>				<b>880</b>	<b>880</b>	<b>1,760</b>
Grossing Factor			50%	440	440	880
<b>Department Gross Area</b>				<b>1,320</b>	<b>1,320</b>	<b>2,640</b>
<b>Department Net Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
Grossing Factor			25%	0	0	0
<b>Department Gross Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>3.400</b>	<b>Detention IT Service</b>					
3.401	Staff Toilet	1	50	50	50	100
<b>Department Net Area</b>				<b>50</b>	<b>50</b>	<b>100</b>
Grossing Factor			35%	18	18	35
<b>Department Gross Area</b>				<b>68</b>	<b>68</b>	<b>135</b>
<b>3.300</b>	<b>General Services</b>					
3.302	Staff Toilet	0	0	0	50	50
<b>Department Net Area</b>				<b>0</b>	<b>50</b>	<b>50</b>
Grossing Factor			30%	0	15	15
<b>Department Gross Area</b>				<b>0</b>	<b>65</b>	<b>65</b>
<b>Total Added Area For Detention</b>				<b>2,706</b>	<b>2,940</b>	<b>5,645</b>
Building Grossing Factor			40.00%	1,082	1,176	2,258
<b>TOTAL ADDED AREAS FOR DETENTION IN PHASE 1</b>				<b>3,788</b>	<b>4,115</b>	<b>7,903</b>



**BETTERMENT 3: Limited Floor Expansion**

- A. This item includes the limited expansion of areas included in the Phase 1 program as defined in the Facility Program, Appendix A, that will require expansion when Phase 2 is fully implemented. These areas total 6,113 sq. ft and are summarized below.

ID	Function/Space	Phase 1			Phase 2	Phase 1 + Phase 2
		No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.100</b>	<b>Entry Security Screening</b>					
1.101	Pre-Checkpoint Queue Area	1	400	400	200	600
1.102	Parcel Scanner (Xray)	2	100	200	25	225
1.103	Post-Checkpoint Area	1	280	280	140	420
<b>Department Net Area</b>				<b>880</b>	<b>365</b>	<b>1,245</b>
Grossing Factor			30%	264	110	374
<b>Department Gross Area</b>				<b>1,144</b>	<b>475</b>	<b>1,619</b>
<b>1.200</b>	<b>Public Lobby</b>					
1.201	Lobby (arrival and court)	1	720	720	240	960
1.202	Information Kiosks	3	16	48	16	64
1.203	Food Service - Cafe w/Seating	1	600	600	400	1,000
1.204	Public Toilets (male & female)	6	180	1,080	360	1,440
<b>Department Net Area</b>				<b>2,448</b>	<b>1,016</b>	<b>3,464</b>
Grossing Factor			30%	734	305	1,039
<b>Department Gross Area</b>				<b>3,182</b>	<b>1,321</b>	<b>4,503</b>
<b>1.300</b>	<b>Public Child Care</b>					
1.301	Child Care Check-in Lobby	1	70	70	26	96
1.302	Child Care Kitchenette	1	48	48	16	64
1.303	Child Care Storage	1	48	48	16	64
1.304	Child Care - Play Area	1	400	400	240	640
<b>Department Net Area</b>				<b>566</b>	<b>298</b>	<b>864</b>
Grossing Factor			30%	170	89	259
<b>Department Gross Area</b>				<b>736</b>	<b>387</b>	<b>1,123</b>
<b>1.400</b>	<b>Shared Meeting Spaces</b>					
1.401	Conference/Training Center	1	1,200	1,200	800	2000
1.402	Conference/Training Storage	1	120	120	120	240
1.403	Conference/Training Kitchenette	1	90	90	30	120
<b>Department Net Area</b>				<b>1,410</b>	<b>950</b>	<b>2,360</b>
Grossing Factor			30%	423	285	708
<b>Department Gross Area</b>				<b>1,833</b>	<b>1,235</b>	<b>3,068</b>
<b>3.000</b>	<b>Juvenile Offender Courts</b>					
3.103	Judicial Conference Room	1	400	400	730	1,130
<b>Department Net Area</b>				<b>400</b>	<b>730</b>	<b>1,130</b>
Grossing Factor			30%	120	219	339
<b>Department Gross Area</b>				<b>520</b>	<b>949</b>	<b>1,469</b>
<b>Total Expanded Phase 1 Court Gross Area</b>				<b>7,415</b>	<b>4,367</b>	<b>11,782</b>
Building Grossing Factor			40.00%	2,966	1,747	4,713
<b>TOTAL INCREASE TO PHASE 1 AREAS IN PHASE 2 COURT AREAS</b>				<b>10,381</b>	<b>6,113</b>	<b>16,495</b>



- B. This item includes the additional expansion of specific detention areas totaling 5,935 sq. ft., as summarized below:

ID	Function/Space	Phase 1			Added Area	Phase 1 + Added Area
		No of Units	SF/Unit	Total SF	Added Area	Total SF
<b>1.300</b>	<b>Detention Administration</b>					
1.327	Coffee Station/Lounge	1	20	20	150	170
1.328	Staff Toilet-Male and Female	2	240	480	480	960
<b>Department Net Area</b>				<b>500</b>	<b>630</b>	<b>1,130</b>
Grossing Factor			30%	150	189	339
<b>Department Gross Area</b>				<b>650</b>	<b>819</b>	<b>1,469</b>
<b>2.100</b>	<b>Detention Administration (inside security)</b>					
2.107	On-duty Supervisor	1	160	160	160	320
<b>Department Net Area</b>				<b>160</b>	<b>160</b>	<b>320</b>
Grossing Factor			30%	48	48	96
<b>Department Gross Area</b>				<b>208</b>	<b>208</b>	<b>416</b>
<b>4.200</b>	<b>Recreation</b>					
4.202	Storage-Gymnasium	1	300	300	100	400
4.205	Recreation Office	1	100	100	0	100
4.208	Recreation Storage	0	0	0	300	300
<b>Department Net Area</b>				<b>400</b>	<b>400</b>	<b>800</b>
Grossing Factor			15%	60	60	120
<b>Department Gross Area</b>				<b>460</b>	<b>460</b>	<b>920</b>
<b>5.000</b>	<b>Housing</b>					
5.208	Interview Room	3	80	240	240	480
5.308	Interview Room	4	80	320	320	640
5.407	Interview Room	4	80	320	320	640
<b>Department Net Area</b>				<b>880</b>	<b>880</b>	<b>1,760</b>
Grossing Factor			50%	440	440	880
<b>Department Gross Area</b>				<b>1,320</b>	<b>1,320</b>	<b>2,640</b>
<b>Department Net Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
Grossing Factor			25%	0	0	0
<b>Department Gross Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>3.400</b>	<b>Detention IT Service</b>					
3.401	Staff Toilet	1	50	50	50	100
<b>Department Net Area</b>				<b>50</b>	<b>50</b>	<b>100</b>
Grossing Factor			35%	18	18	35
<b>Department Gross Area</b>				<b>68</b>	<b>68</b>	<b>135</b>
<b>3.300</b>	<b>General Services</b>					
3.302	Staff Toilet	0	0	0	50	50
<b>Department Net Area</b>				<b>0</b>	<b>50</b>	<b>50</b>
Grossing Factor			30%	0	15	15
<b>Department Gross Area</b>				<b>0</b>	<b>65</b>	<b>65</b>
<b>Total Added Area For Detention</b>				<b>2,706</b>	<b>2,940</b>	<b>5,645</b>
Building Grossing Factor			40.00%	1,082	1,176	2,258
<b>TOTAL ADDED AREAS FOR DETENTION IN PHASE 1</b>				<b>3,788</b>	<b>4,115</b>	<b>7,903</b>



<b>1.700</b>	<b>Facilities &amp; Building Support</b>					
1.704	General Storage	1	1,000	<b>1,000</b>	1000	2,000
<b>Department Net Area</b>				<b>1,000</b>	<b>1,000</b>	<b>2,000</b>
Grossing Factor			30%	300	300	600
<b>Department Gross Area</b>				<b>1,300</b>	<b>1,300</b>	<b>2,600</b>
<b>Total Building Support Gross Area</b>						
Building Grossing Factor			40.00%	520	520	1,040
<b>TOTAL ADDED BUILDING STORAGE FOR PHASE 1</b>				<b>1,820</b>	<b>1,820</b>	<b>3,640</b>
<b>TOTAL ADDED AREA</b>					<b>5,935</b>	





**BETTERMENT 4: Expansion of detention area only**

This item includes the additional expansion of specific detention areas totaling 5,935 sq. ft. as summarized below:

ID	Function/Space	Phase 1			Added Area	Phase 1 + Added Area
		No of Units	SF/Unit	Total SF	Added Area	Total SF
<b>1.300</b>	<b>Detention Administration</b>					
1.327	Coffee Station/Lounge	1	20	20	150	170
1.328	Staff Toilet-Male and Female	2	240	480	480	960
<b>Department Net Area</b>				<b>500</b>	<b>630</b>	<b>1,130</b>
Grossing Factor			30%	150	189	339
<b>Department Gross Area</b>				<b>650</b>	<b>819</b>	<b>1,469</b>
<b>2.100</b>	<b>Detention Administration (inside security)</b>					
2.107	On-duty Supervisor	1	160	160	160	320
<b>Department Net Area</b>				<b>160</b>	<b>160</b>	<b>320</b>
Grossing Factor			30%	48	48	96
<b>Department Gross Area</b>				<b>208</b>	<b>208</b>	<b>416</b>
<b>4.200</b>	<b>Recreation</b>					
4.202	Storage-Gymnasium	1	300	300	100	400
4.205	Recreation Office	1	100	100	0	100
4.208	Recreation Storage	0	0	0	300	300
<b>Department Net Area</b>				<b>400</b>	<b>400</b>	<b>800</b>
Grossing Factor			15%	60	60	120
<b>Department Gross Area</b>				<b>460</b>	<b>460</b>	<b>920</b>
<b>5.000</b>	<b>Housing</b>					
5.208	Interview Room	3	80	240	240	480
5.308	Interview Room	4	80	320	320	640
5.407	Interview Room	4	80	320	320	640
<b>Department Net Area</b>				<b>880</b>	<b>880</b>	<b>1,760</b>
Grossing Factor			50%	440	440	880
<b>Department Gross Area</b>				<b>1,320</b>	<b>1,320</b>	<b>2,640</b>
<b>Department Net Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
Grossing Factor			25%	0	0	0
<b>Department Gross Area</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>3.400</b>	<b>Detention IT Service</b>					
3.401	Staff Toilet	1	50	50	50	100
<b>Department Net Area</b>				<b>50</b>	<b>50</b>	<b>100</b>
Grossing Factor			35%	18	18	35
<b>Department Gross Area</b>				<b>68</b>	<b>68</b>	<b>135</b>
<b>3.300</b>	<b>General Services</b>					
3.302	Staff Toilet	0	0	0	50	50
<b>Department Net Area</b>				<b>0</b>	<b>50</b>	<b>50</b>
Grossing Factor			30%	0	15	15
<b>Department Gross Area</b>				<b>0</b>	<b>65</b>	<b>65</b>
<b>Total Added Area For Detention</b>				<b>2,706</b>	<b>2,940</b>	<b>5,645</b>
Building Grossing Factor			40.00%	1,082	1,176	2,258
<b>TOTAL ADDED AREAS FOR DETENTION IN PHASE 1</b>				<b>3,788</b>	<b>4,115</b>	<b>7,903</b>



<b>1.700</b>	<b>Facilities &amp; Building Support</b>					
1.704	General Storage	1	1,000	<b>1,000</b>	1000	2,000
<b>Department Net Area</b>				<b>1,000</b>	<b>1,000</b>	<b>2,000</b>
Grossing Factor			30%	300	300	600
<b>Department Gross Area</b>				<b>1,300</b>	<b>1,300</b>	<b>2,600</b>
<b>Total Building Support Gross Area</b>						
Building Grossing Factor				40.00%	520	1,040
<b>TOTAL ADDED BUILDING STORAGE FOR PHASE 1</b>				<b>1,820</b>	<b>1,820</b>	<b>3,640</b>
<b>TOTAL ADDED AREA</b>					<b>5,935</b>	



**BETTERMENT 5: Limited expansion of Phase 1 Court area**

This item includes the limited expansion of areas included in the Phase 1 program as defined in the Facility Program, Appendix A, that will require expansion when Phase 2 is fully implemented. These areas total 6,113 sq. ft and are summarized below.

ID	Function/Space	Phase 1			Phase 2	Phase 1 + Phase 2
		No of Units	SF/Unit	Total Area	Additional Area Required	Total SF
<b>1.100</b>	<b>Entry Security Screening</b>					
1.101	Pre-Checkpoint Queue Area	1	400	400	200	600
1.102	Parcel Scanner (Xray)	2	100	200	25	225
1.103	Post-Checkpoint Area	1	280	280	140	420
<b>Department Net Area</b>				<b>880</b>	<b>365</b>	<b>1,245</b>
Grossing Factor			30%	264	110	374
<b>Department Gross Area</b>				<b>1,144</b>	<b>475</b>	<b>1,619</b>
<b>1.200</b>	<b>Public Lobby</b>					
1.201	Lobby (arrival and court)	1	720	720	240	960
1.202	Information Kiosks	3	16	48	16	64
1.203	Food Service - Cafe w/Seating	1	600	600	400	1,000
1.204	Public Toilets (male & female)	6	180	1,080	360	1,440
<b>Department Net Area</b>				<b>2,448</b>	<b>1,016</b>	<b>3,464</b>
Grossing Factor			30%	734	305	1,039
<b>Department Gross Area</b>				<b>3,182</b>	<b>1,321</b>	<b>4,503</b>
<b>1.300</b>	<b>Public Child Care</b>					
1.301	Child Care Check-in Lobby	1	70	70	26	96
1.302	Child Care Kitchenette	1	48	48	16	64
1.303	Child Care Storage	1	48	48	16	64
1.304	Child Care - Play Area	1	400	400	240	640
<b>Department Net Area</b>				<b>566</b>	<b>298</b>	<b>864</b>
Grossing Factor			30%	170	89	259
<b>Department Gross Area</b>				<b>736</b>	<b>387</b>	<b>1,123</b>
<b>1.400</b>	<b>Shared Meeting Spaces</b>					
1.401	Conference/Training Center	1	1,200	1,200	800	2000
1.402	Conference/Training Storage	1	120	120	120	240
1.403	Conference/Training Kitchenette	1	90	90	30	120
<b>Department Net Area</b>				<b>1,410</b>	<b>950</b>	<b>2,360</b>
Grossing Factor			30%	423	285	708
<b>Department Gross Area</b>				<b>1,833</b>	<b>1,235</b>	<b>3,068</b>
<b>3.000</b>	<b>Juvenile Offender Courts</b>					
3.103	Judicial Conference Room	1	400	400	730	1,130
<b>Department Net Area</b>				<b>400</b>	<b>730</b>	<b>1,130</b>
Grossing Factor			30%	120	219	339
<b>Department Gross Area</b>				<b>520</b>	<b>949</b>	<b>1,469</b>
<b>Total Expanded Phase 1 Court Gross Area</b>				<b>7,415</b>	<b>4,367</b>	<b>11,782</b>
Building Grossing Factor			40.00%	2,966	1,747	4,713
<b>TOTAL INCREASE TO PHASE 1 AREAS IN PHASE 2 COURT AREAS</b>				<b>10,381</b>	<b>6,113</b>	<b>16,495</b>