

942 HJ

HB 903

972

SMC's preliminary facility program for year 2000 shows the need for a 114,595 square foot of gross building area for the proposed new addition, of which approximately 15 percent is court and secured facilities while the remaining 85 percent is office-type space. For 1990, the facility need is 93,687 square feet of gross building area. By applying the unit project cost for office and court facilities to the projected space needs, the preliminary project cost estimates for the 1990 building and the 2000 building are:

	1990	2000
Gross building area:	87,509 sq. ft.	106,605 sq. ft.
Estimated court space:	13,126 sq. ft.	15,990 sq. ft.
Estimated office space	74,383 sq. ft.	90,615 sq. ft.
Unit project cost for court space:	\$ 152.40	\$ 152.40
Estimated cost court space:	\$2,000,410.00	\$2,436,880.00
Unit project cost for office space:	\$ 96.83	\$ 96.83
Estimated cost - office space:	\$7,202,510.00	\$8,774,250.00
Preliminary Project Cost Estimates: (1980 estimated cost figures)	\$9,202,920.00	\$11,211,130.00

3  
12  
80

NO 903 scheduled,  
but no action  
taken as  
Art Snowden  
stated Rick Barner  
didn't have <sup>real</sup> ~~paper~~  
info. for Com.  
Mgt. S.

# Memorandum

Alaska Court System

TO:

Arthur H. Snowden, II  
Administrative Director

INFO:

Chief Justice Rabinowitz

DATE : November 27, 1979

FROM:

Gerald Dubie  
Manager, Materiel Operations/  
Projects

SUBJECT: 1980 Capital Budget  
Summary/\$24,664,980

1. New Anchorage Court Complex Addition/Remodeling Existing Buildings (Priority 1)

The Alaska Court System proposes a New Addition to the Anchorage Courthouse Complex which will provide 124,255 gross square feet for the following:

- A. Proposed Intermediate Court of Appeals and Consolidated Supreme Court/Court of Appeals Clerk's Office.
- B. Those offices that must vacate the existing facilities in order to make room for the maximum number of courtrooms and support facilities.
- C. Short-term and long-term space needs of the Court System and court-related State Offices until year 2000.

Cost of New Addition	\$20,851,932.00
Cost of Remodeling	3,422,241.00
Total Cost	<u>\$24,274,173.00</u>

2. Kenai Courtroom Remodel and Support Facilities (Priority 2)

The second priority of the Court System is a construction and remodeling project in the Kenai Court Building. About 1,700 square feet of space will be relinquished by the Department of Labor on the second floor. This space will be converted to a twelve-person jury courtroom with spectator seating, a judge's chambers and a secretary office. A jury deliberation room will be constructed in the basement storage area.

Total Cost	<u>\$ 183,957.00</u>
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3. Sitka Cooling System (Priority 3)

The third priority of the Court System is the installation of a cooling system at Sitka. During warm weather the interior temperature commonly exceeds 80°F. If approved, this project would alleviate the problems caused by improper design of the venting system in this State-owned facility.

Total Cost \$ 96,850.00

4. Fairbanks Court Facility Planning (Priority 4)

The fourth priority of the Court System is for planning funds for a multi-story building in Fairbanks, approximating 104,000 square feet.

Total Cost \$ 110,000.00

Total 1980 Capital Budget Request \$24,664,980.00

GD/rah

# Memorandum

Alaska Court System

TO:

Arthur H. Snowden, II  
Administrative Director

DATE : October 1, 1979

FROM:

Gerald Dubie *G.D.*  
Manager, Material Operations/  
Projects

SUBJECT: New Anchorage Court  
Complex Addition

As you requested, I have put together the most pertinent general information about the Court System's proposal for a new building to be built adjacent to the present Anchorage Court Complex.

#### New Addition Preliminary Costs:

	Adjusted to 1982
Year 1990 Needs	\$13,804,317.6
Year 2000 Needs	\$20,851,932.0
Total Remodeling Projects Preliminary Cost	\$ 3,422,241.0

GD/rah

cc: Rick Barrier

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The Alaska Court System proposes a New Addition to the Anchorage Courthouse Complex that will provide space for the following:

1. Proposed Intermediate Court of Appeals and Consolidated Supreme Court/Court of Appeals Clerk's Office.
2. Those offices that must vacate the existing facilities in order to make room for the maximum number of courtrooms and support facilities.
3. Short-term and long-term space needs of the Court System and court-related State offices.

COURTS & DEPARTMENTS TO BE HOUSED  
IN THE PROPOSED NEW ADDITION

This proposed new addition will provide adequate and suitable facilities for the following functions:

1. Proposed Intermediate Court of Appeals/Consolidated Clerk's Office

This new court of appeals will have a panel of three judges and the courtroom need not be larger than a regular trial courtroom of approximately 1,200 sq. ft. The support facilities for this court would essentially be office type space, including chambers for the judges and their staff.

Including the Consolidated Clerk's Office, the net area required for this new court is estimated to be 9,240 sq. ft. in year 1990 and 9,865 sq. ft. in year 2000.

2. Administrative Office of the Alaska Court System

The Administrative Office will be relocated from the fourth floor of the New Anchorage Court Building to the proposed new addition in order to provide space for three additional courtrooms and support space.

The net area required for all Administrative Office functions is estimated to be 15,014 sq. ft. in year 1990 (2,306 more than at present) and 16,895 sq. ft. in year 2000.

3. District Attorney's Office

The District Attorney's Office presently has space on the third floor of the Old Anchorage Court Building. There is no expansion space available unless other offices are relocated. Family Services have moved out

of the courthouse complex. Adequate and suitable space could be provided in the proposed new addition where all District Attorney's functions can be consolidated and located on one floor.

The net area required for District Attorney functions is estimated to be 10,903 sq. ft. in year 1990 (1,958 more than at present) and 12,995 sq. ft. in year 2000.

4. Attorney General's Office - Special Prosecutions Division

The Special Prosecutions Division is presently housed on the first floor of the Old Anchorage Court Building, away from the Superior Court facilities housed in the New Anchorage Court Building. It is especially desirable to house this function in close proximity to Superior Court facilities. In the proposed new addition, this spatial relationship can be maintained.

The net area required for the Special Prosecutions Division's functions is estimated to be 2,733 sq. ft. in year 1990 (700 more than at present) and 3,258 sq. ft. in year 2000.

5. Public Defender's Office

The Public Defender's Office is presently occupying space in a private building away from the courthouse complex. Adequate and suitable office space can be provided on one floor of the proposed new addition to house the Public Defender in close proximity to the courts.

The net area required for the Public Defender's functions is estimated to be 8,759 sq. ft. in year 1990 and 10,733 sq. ft. in year 2000.

6. Probation-Presentence Investigation Unit

The Presentence Investigation Unit has adequate facilities at this time and the unit is suitably located on the second floor of the Old Anchorage Court Building. With the relocation of the District Attorney's Office and the Attorney General's Office to the new addition, the Presentence Investigation Unit could remain and expand within the Old Anchorage Court Building. The space requirement of this unit is not substantial, and its location will not have major impact on the size and cost of the new addition.

The net area required for the Presentence Investigation Unit functions is estimated to be 2,250 sq. ft. in year 1990 (475 more than at present) and 2,725 sq. ft. in year 2000.

7. Trial Court Clerk's Office

One of the most spacially deficient departments in the court system is the Clerk's Office, located on the first floor and first floor mezzanine of the New Anchorage Court Building. It is planned that the new addition would be connected to the present Clerk's Office on the east end and along the north wall so that the Clerk's Office could be expanded directly into new adjoining space instead of having to relocate the entire office which would be both disruptive and costly. Renovation could also be made in the large existing entrance foyer to incorporate some of that area as part of the clerk's public counter space. Major increases in personnel, records storage, microfilm exhibits storage, conference, and supplies storage facilities have been projected for the Clerk's Office.

The net area required for the Trial Court Clerk's Office functions is estimated to be 21,331 sq. ft. in year 1990 (2,943 more than at present) and 25,444 sq. ft. in year 2000.

8. Judicial Council

The Judicial Council presently occupies three offices on the fifth floor of the New Court Building. Since it is anticipated the Judicial Council will be expanding its staff of researchers, their present space will become grossly inadequate to house additional personnel.

The net area required for the Judicial Council's functions is estimated to be 2,895 sq. ft. in year 1990 (775 more than at present) and 3,420 sq. ft. in year 2000.

9. Trial Court Administration and Quasi-Judicial Functions

Juvenile, Uncontested Domestic Relations, and Probate facilities will be relocated from the second floor of the New Court Building to the proposed new addition. This move is necessary because of the inefficient use of courtrooms for hearings and the mixing of public, private, and secure circulation patterns along the private corridors between the courtrooms and their support facilities. Hearing rooms and offices will be provided on the second and third floor of the new addition so that operations of the above offices would be linked directly to the Superior Court facilities, of which they are an integral part. With the proposed new addition, it will not be necessary to move these facilities to the Old Court Building, as was previously intended, since it would be preferable to house District Court or independent facilities in that building.

The net area required for Trial Court Administration functions is estimated to be 13,206 sq. ft. in year 1990 (4,225 more than at present) and 17,250 sq. ft. in year 2000.

10. Bail Setting and Prisoner Processing and Holding

The Alaska Court System, the Judicial Services Unit, the Anchorage Police Department, and the Department of Corrections are presently cooperating in a 24-hour bail setting project. Between 6 a.m. and 6 p.m., a person arrested is brought directly by the police officer to the Old Court Building where a magistrate conducts bail setting. To minimize police officer waiting time, the magistrate would interrupt a traffic trial or arraignment, if necessary, to conduct the bail setting within a few minutes. Between 6 p.m. and 6 a.m., each day of the week, a magistrate is stationed at the Sixth Avenue Jail where he conducts bail setting in very inadequate facilities. Women arrestees are taken to the Ridgeview detention center, and the magistrate conducts bail setting there after he has completed work at the Jail.

After the bail setting process, if the arrestee is to be kept in jail, he is taken to the booking room where he is photographed and fingerprinted. If he is released on his own recognizance, or if his relatives, friends, or bondsman has posted his bond, he is taken to the main control center where he signs forms, picks up personal belongings and is released from the jail. If the arrestee has to wait for bail to be posted, he is kept in prisoner holding cells.

It is the intent of the court system to provide appropriate facilities for the above booking and bail operation in the proposed new addition so that all arrestees would be brought to a central location for their initial bail hearing. Since there are adequate prisoner holding facilities in the east side of the basement of the New Court Building, it is possible for the bail hearing facility to be located also in the basement of the proposed new addition so that existing detention facilities can be utilized, thus avoiding duplication of such costly facilities.

The net area required for Bail Setting and Prisoner Processing and Holding functions is estimated to be 5,540 sq. ft. in year 1990 and 6,620 sq. ft. in year 2000.

11. Law Library

The State Law Library will continue to be housed in the existing available space in the New Anchorage Court Building on the first floor, mezzanine, and basement.

Even though space needs will rise from 7,450 sq. ft. presently utilized to 9,108 sq. ft. in year 1990 and 10,663 sq. ft. in year 2000, this rise can be adequately accommodated within the existing facilities.

## 12. Support Facilities

The only major support facility recommended for the proposed new addition is a training/meeting center to be shared by all courts and support departments located in the courthouse complex. The absence of such a facility is a major deficiency in the courthouse complex and such a center with adequate auxiliary facilities is recommended for the new addition.

The net area required for a training/meeting center would be constant at 3,320 sq. ft.

### SUMMARY OF FACILITY PROGRAM

Based on the above courts and departments to be housed in the proposed new addition, the following table summarizes the facility program for year 1990 and for year 2000. For year 1990, the facility need is 87,509 of gross building area and for year 2000 the gross building area need will be 106,605 sq. ft.

TABLE 1  
SUMMARY OF FACILITY PROGRAM  
ANCHORAGE COURTHOUSE EXPANSION PROJECT

COURT/DEPARTMENT	PERSONNEL				NET AREA REQUIRED			NET AREA TO REMAIN IN EXISTING COURTHOUSE		
	1978	1980	1990	2000	1980	1990	2000	1980	1990	2000
Intermediate Court of Appeals:										
Judicial	9	9	9	9	5,895	6,195	6,495	2,600	2,800	2,950
Clerical (consolidated)	7	9	13	16	2,570	3,045	3,370			
Administrative Office	44	44	56	64	12,708	15,014	16,895	4,150	5,100	5,800
District Attorney's Office	41	49	63	72	8,945	10,903	12,995			
Attorney General's Office: Special Prosecution Division*	7	9	13	16	2,033	2,733	3,258	2,033	2,733	3,258
Public Defender's Office	28	31	43	56	6,945	8,759	10,733			
Probation-Presentence Investigation Unit	6	7	10	13	1,775	2,250	2,725	1,775	2,250	2,725
Trial Court Clerk's Office	123	136	154	191	18,388	21,331	25,441	12,483	12,483	12,483
Judicial Council	4	5	10	13	2,120	2,895	3,420			
Trial Court Administration	37	42	61	78	8,981	13,206	17,250	1,530	1,810	2,090
Law Library	9	10	13	16	7,450	9,108	10,663	7,450	9,108	10,663
Ball Hearing and Prisoner Holding					5,040	5,540	6,620			
Support Functions					3,320	3,320	3,320			
<b>TOTALS</b>	<b>815</b>	<b>351</b>	<b>445</b>	<b>544</b>	<b>86,170</b>	<b>104,299</b>	<b>123,188</b>	<b>33,791</b>	<b>38,667</b>	<b>43,234</b>
Net Area of New Building					52,379	65,632	79,954			
Gross Area of New Building (Net = 75% of gross)					69,839	87,509	106,605			
Court and Detention Space--15%					10,476	13,121	15,990			
Office Space--85%					59,363	74,383	90,615			

### SUMMARY OF COURTROOM PROJECTIONS

The total number of courtrooms needed in 1980 to 2000 was derived from a method determining the number of full-time-equivalent (FTE) judges required for both district and superior Courts. It can be assumed that a full-time equivalent judge needs a courtroom and that it is also equivalent to a permanent judicial position.

It is projected that nineteen (19) courtrooms will be required in 1980. Presently there are seventeen (17) courtrooms available in the two existing buildings. In year 1990 the number of courtrooms required will increase to twenty-six and by year 2000 the number of courtrooms is projected to be thirty-two (32).

TABLE 2  
PROJECTED NUMBER OF COURTROOMS AND HEARING ROOMS  
FOR ANCHORAGE—1980 to 2000

YEAR	FTE SUPERIOR, COURT JUDGES	MASTERS SUPERIOR COURT	FTE DISTRICT COURT JUDGES	TOTAL COURTROOMS	HEARING ROOMS
1980	8	4	11	19	4
1985	10	5	13	23	5
1990	11	5	15	26	5
1995	13	6	17	30	6
2000	14	6	18	32	6

SUMMARY PROJECTIONS OF  
BUILDING COST AND SPACE NEEDED

If the Court System obtains funds to remodel the existing facilities to provide for the maximum number of twenty-seven (27) courtrooms, then the courtroom needs could be satisfied until 1990 at which time twenty-six (26) courtrooms are estimated to be needed by both superior and district courts. By year 2000, however, five (5) additional courtrooms will be needed to bring the total number of courtrooms to thirty-two (32). The addition of these five courtrooms would alter the total project size and cost estimates since courtroom space is significantly more costly than office space.

Table 3

SUMMARY PROJECTIONS	1990 NEEDS	2000 NEEDS
Court and Detention Space without additional courtrooms (sq. ft.):	13,121	15,990
Office Space (sq. ft.):	74,388	90,615
Net Areas of five additional courtrooms (sq. ft.):	0	11,475
Gross Area of five additional courtrooms (sq. ft.):	0	17,650
Total Gross Court and Detention Space (sq. ft.):	13,121	33,640
Total Gross Office Space (sq. ft.):	74,388	90,615
Project Cost: Court and Detention Space \$228.60/sq. ft. gross (1982 cost):	\$ 999,460.6	\$ 7,690,104.0
Project Cost: Office Space \$145.25/sq. ft. gross (1982 cost):	\$10,804,857.0	\$13,161,828.0
Total Estimated Project Cost Including Additional Trial Courtrooms and Ancillary Facilities	\$13,804,317.6	\$20,851,932.0

REMODELING ESTIMATES -  
EXISTING COURT COMPLEX

A necessary counterpart to the building of a new court addition is the renovation of the existing court complex. In order to create the optimal number of courtrooms in the existing buildings a number of renovations must occur. Also, in order to make new courtroom space available, certain offices must vacate to make room.

The remodeling is planned in complex, interrelated phases:

Phase I

Renovation of judge's conference room to accommodate two judge's chambers including furniture, removal of one wall, new finishes.

Renovation of judge's library to accommodate additional judge's chambers when required, construction of new wall, new finishes.

Renovation of rooms 232-236 in Old Building to accommodate Grand jury facilities; two new toilets, modified walls, new finishes.

Partition lobby with glass wall partitions to provide area for expansion of clerk's office; modify lighting and HVAC; use existing floor surface.

Renovate vacated in-court clerk space to provide additional courtroom and judge's conference room; modify lighting and HVAC, new finishes and furniture.

Renovation of vacated jury assembly area to provide additional courtroom; modify lighting, acoustical treatment, new finishes and furniture.

Renovation of vacated grand jury hearing room to provide additional courtroom; acoustical treatment, modify lighting, new finishes and furniture.

Phase I Total Cost (1982 prices)                      \$618,250

Phase II

Renovate vacated public defender's offices to accommodate family court; enlarge rooms for hearing room; new finishes; upgrade services.

Renovate vacated public defender's spaces to accommodate family court, renovate vacated recorder's office to accommodate probate court and transcript department; modify walls; upgrade services; new finishes; provide three hearing rooms and furnish; provide tape storage shelving.

Renovate vacated family court spaces and probate court spaces to provide two additional courtrooms, three additional judge's chambers, three secretarial offices and two additional jury rooms; provide acoustical treatment; additional upgrade services, new finishes.

Renovate vacated transcript department offices to provide one additional courtroom, three additional judge's chambers and three additional secretarial offices and one additional jury room; provide acoustical treatment, upgrade services; provide new finishes.

Phase II Total Cost \$1,193,460

Phase III

Renovate large courtroom to provide two full sized courtrooms and modify conference rooms to allow for relocation of courtroom wall; provide acoustical treatment, new finishes, new furnishings; upgrade services.

Renovate vacated area court administrators offices and jury clerks offices to provide one additional jury room, judge's chambers and secretarial office; subdivide large courtroom to provide two full sized courtrooms; provide acoustical treatment, new partitions; new finishes and furnishings; upgrade services.

Renovate vacated court administration offices to provide two additional courtrooms, three additional judge's chambers, three additional secretarial offices, and three additional jury rooms; subdivide large courtroom to provide two full sized courtrooms, provide acoustical treatment, new partitions, new finishes, new furnishings, upgrade services.

Phase III Total Cost \$1,710,531

Total Remodeling Project Cost \$3,522,241

## SITE AND DESIGN CONSIDERATIONS

The courthouse complex site, of which the proposed new addition is to be an integral part, is bounded on the north side by West Third Avenue; the south side by West Fourth Avenue; the east side by I Street and the west side by K Street. The dimensions of the entire city block site are approximately 300 feet by 290 feet. The existing new and old Court System Buildings occupy approximately two-thirds of the site along the west side of the city block, with the new building occupying the northwest corner and the old building the southwest corner. The overall site available for the proposed new addition on the carparking site is approximately 100 feet by 290 feet, or approximately 29,000 square feet. In view of the different facade treatments of the two existing buildings, and the unusually large public lobby between the new and the old building, the new addition will have to be carefully designed in order for the circulation patterns to be appropriately separated and for three buildings to be visually and functionally connected to each other so that the complex possesses a certain degree of uniformity and harmony in the architectural and urban planning sense.

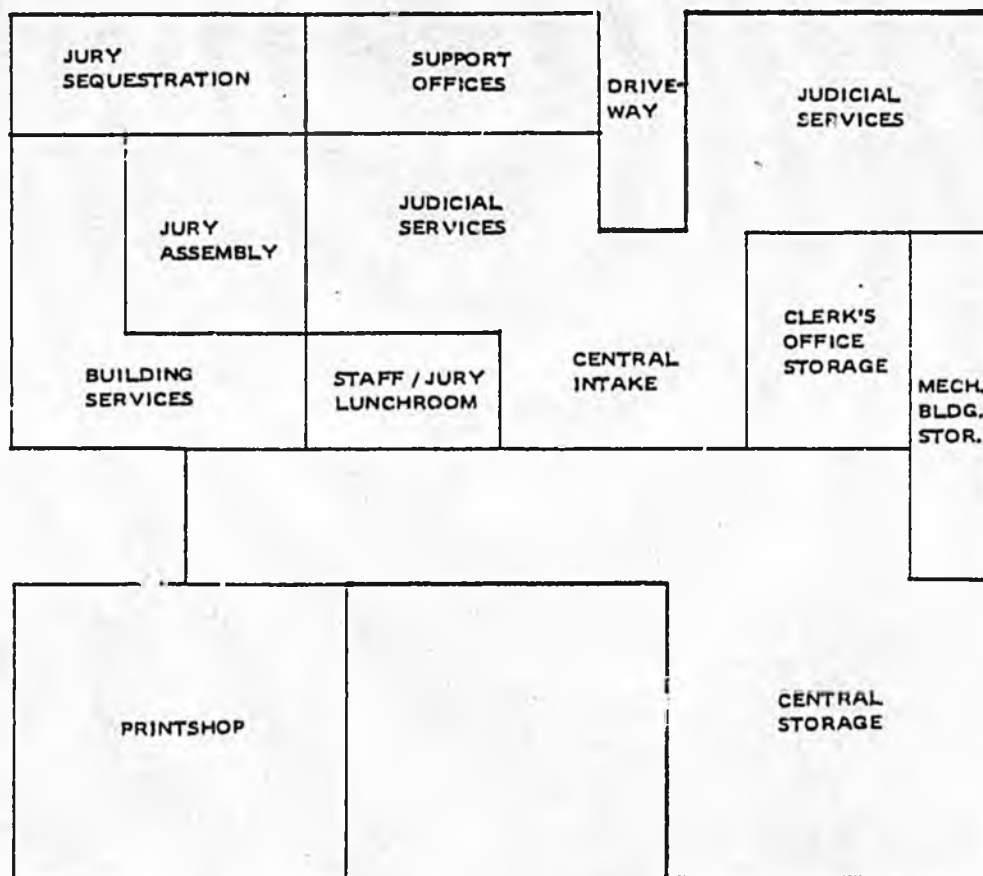
With these considerations, SMC suggests that the new building addition has the following architectural and spatial characteristics:

1. Extend the new Court System Building to I Street. The horizontal paneling and glass facade along the north and east walls may be extended to the I Street boundary of the site to provide uniformity in the facade treatment of the new addition.
2. It is envisioned that the new addition would also be a five-story building, with a first floor mezzanine level and a basement. If possible, the finished floor levels of the new addition should match the corresponding floor levels of the new Court System Building. Even if parts of the new addition were to be separated from the existing building, in order to provide daylight to the rooms along the present east wall, bridge connections can be designed to link the new with the existing buildings at any or at all floor levels.
3. SMC envisions designing the first and second (or first floor mezzanine) floors to cover the entire available site, for several reasons. First, hopefully it will serve as a unifying element architecturally

to tie together visually all three buildings on the site. Second, it would maximize public-oriented facilities on the lower public floors, so that future growth of the Clerk's Office and other high-volume public functions would not be seriously constrained. Third, it would provide maximum flexibility in the location of public, private, and secured entrances into and egresses from the building complex.

4. Above the first floor, SMC envisions stepping back the west facade of the new addition from the existing buildings so as to create a feeling of open space between the new addition and the existing buildings. This should provide some architectural character to the entire complex, and at the same time minimize the damaging effect of constructing external walls very close to or immediately adjacent to existing external walls with windows.
5. Internally, SMC envisions the Intermediate Court of Appeals and the consolidated Clerk's Office to be located on the fifth floor, connected directly or via a connecting bridge with the Supreme Court facilities on the same floor in the existing building. The fourth floor of the new addition would probably house the Administrative Office of the Alaska Court System. The third floor should adequately accommodate the District Attorney's Office and the Special Prosecution Division of the Attorney General's Office. The second floor would house the hearing rooms and ancillary facilities for handling probate, juvenile, and uncontested domestic relations matters. The first floor mezzanine could house the Public Defender's Office which would have separate public access for after-hours or weekend entry without having to pass through public or private circulation spaces outside of the Public Defender's Office. The first floor would be occupied by the expansion facilities of the Clerk's Office, the Training/Meeting Center, and auxiliary facilities, and other public-oriented and shared facilities. Bail hearing facilities, secured prisoner booking, processing, and holding facilities, limited parking spaces, and building services and storage facilities would be located in the basement. The Judicial Council facilities could either be located with the Administrative Office on the fourth floor or near

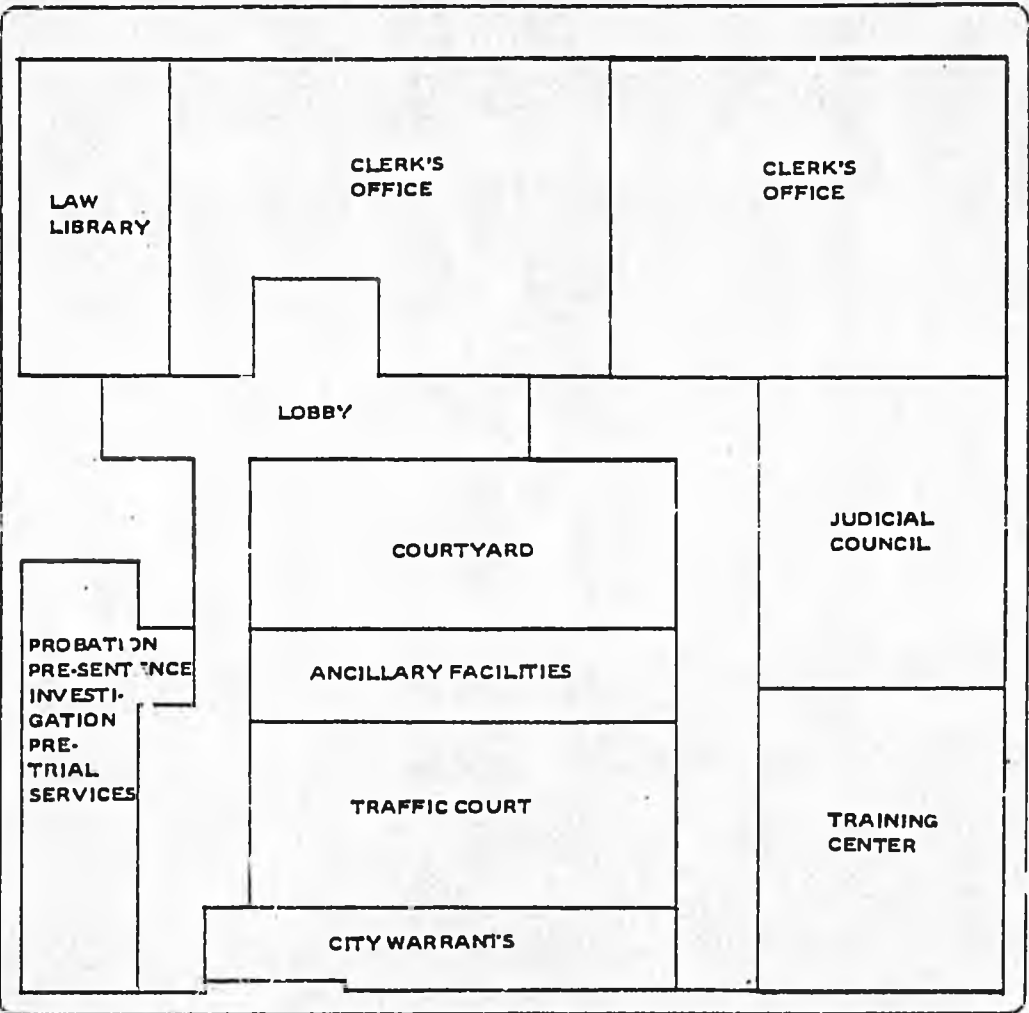
the Clerk's Office on the first floor. If the Presentence Investigation Unit were to be housed in the new addition, it could be accommodated on the first floor or first floor mezzanine level, in close proximity to the Public Defender's Office or to the Clerk's Office.



W. Third Ave.

K Street

I Street



W. Fourth Ave.

W. Third Ave.

K Street

I Street

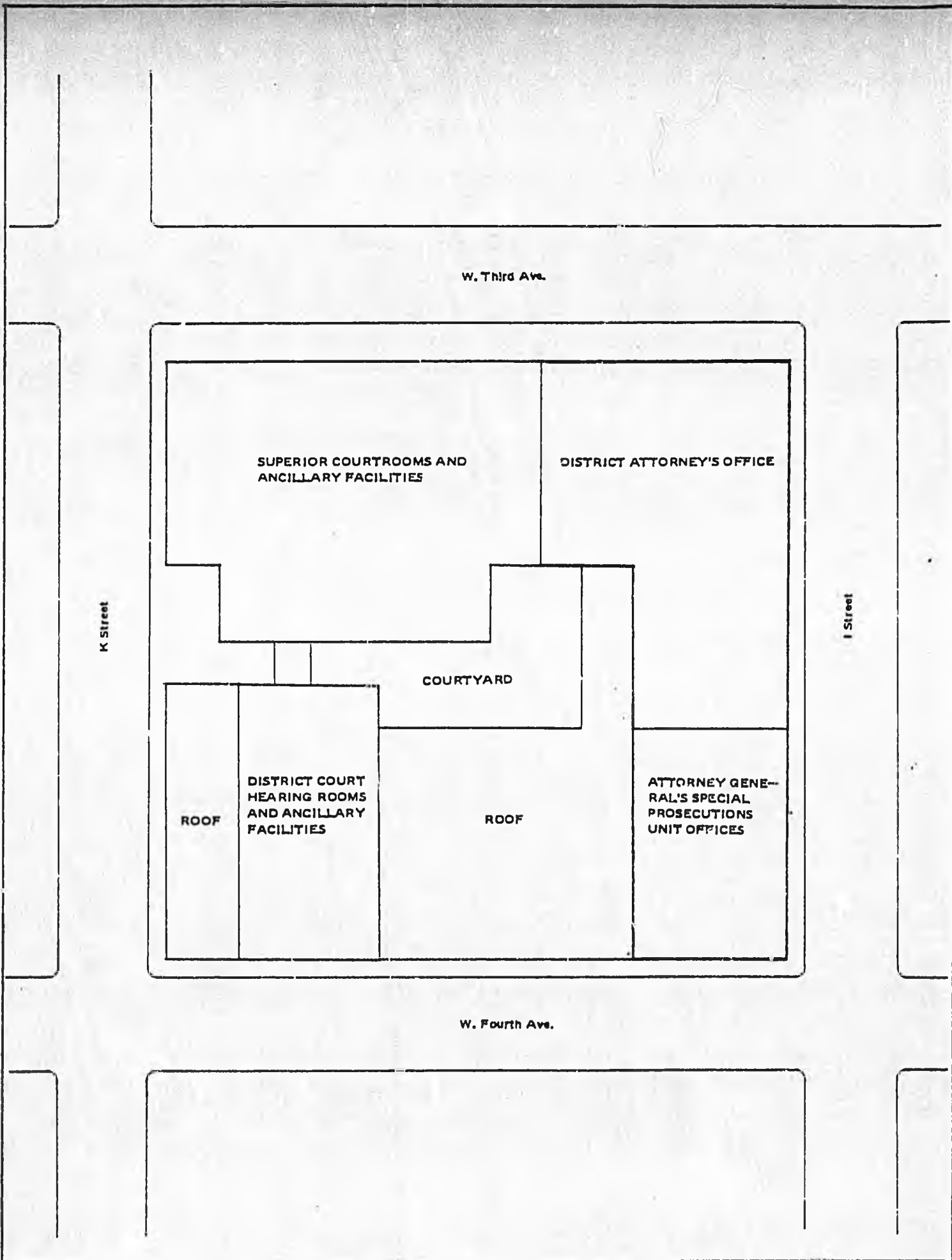
SUPERIOR OR DISTRICT COURTROOMS  
AND ANCILLARY FACILITIES

TRIAL COURT ADMINISTRATION  
FAMILY AND PROBATE COURT  
HEARING ROOMS AND ANCILLARY  
FACILITIES

DISTRICT COURT AND ANCILLARY FACILITIES  
LAW CLERKS

PUBLIC DEFENDER

W. Fourth Ave.



W. Third Ave.

K Street

I Street

SUPERIOR COURT COURTROOMS  
AND ANCILLARY FACILITIES

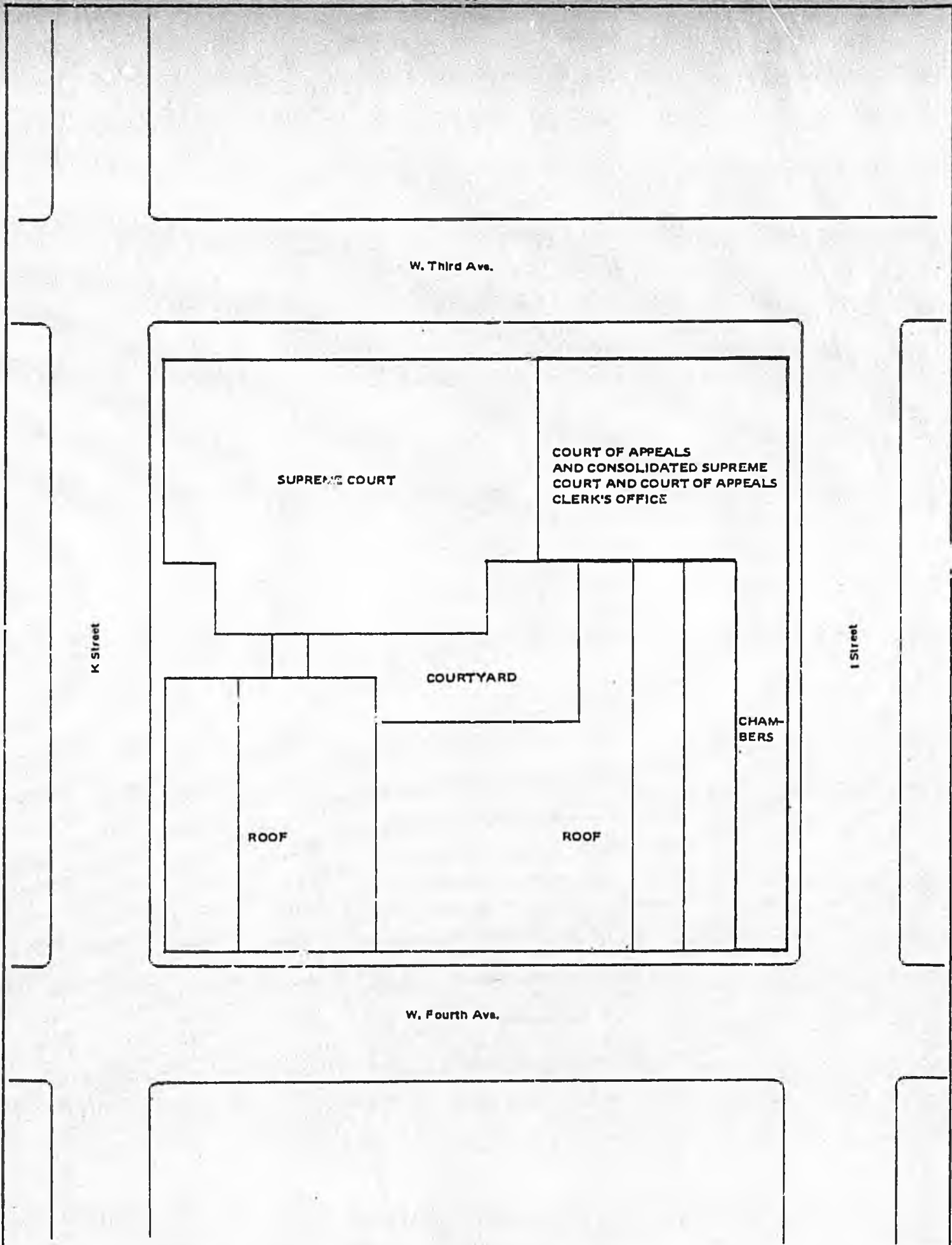
ADMINISTRATIVE OFFICES OF  
THE ALASKA COURT SYSTEM

COURTYARD

ROOF

ROOF

W. Fourth Ave.



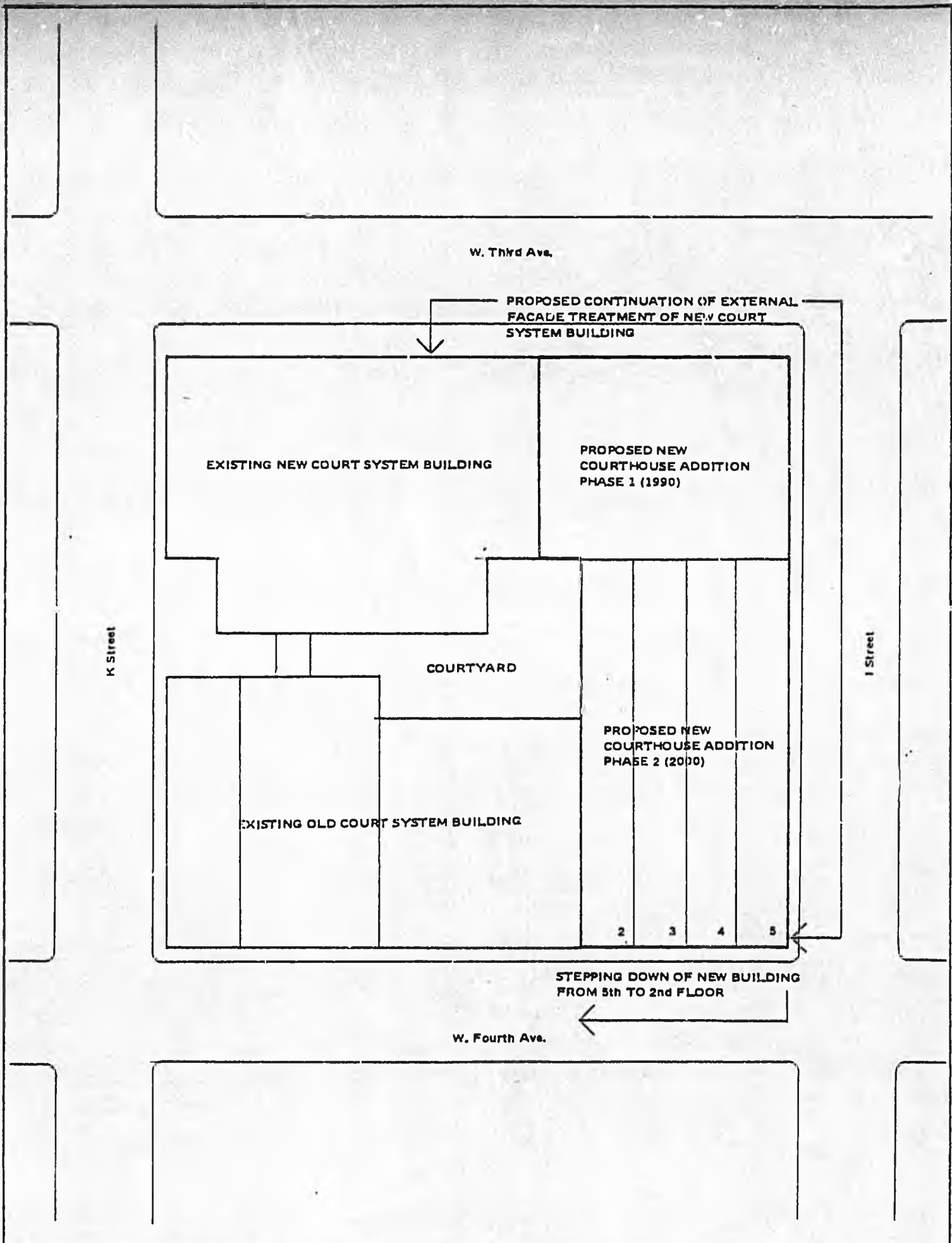




TABLE  
FACILITY PROGRAM: INTERMEDIATE COURT OF APPEALS—JUDICIAL FACILITIES

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1990	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>PERSONNEL SPACES</b>																					
Chief Judge's Chamber				1	1	1	400	1	400	400	400		S		x	10-12	x				
Judge's Chamber				2	2	2	350	2	700	700	700		S		x	8-10	x				
Judges' Secretary's Office				3	3	3	150	3	450	450	450		S					x			
Law Clerk's Office				3	3	3	120	3	360	360	360		S					x			
<b>PERSONNEL SPACE INTERNAL CIRCULATION (25% of Personnel Space)</b>									1910	1910	1910	1910									
<b>TOTAL PERSONNEL SPACE</b>										2375	2375	2375	2375								
<b>SHARED SPACES</b>																					
Courtroom*							1200	1	1200	1200	1200		H	60 spectators			x			Shared Supreme Court Courtroom	
Conference Room*									400	400	400		S-II		x	6	x				
Floting Room*									200	200	200		S				x			includes judges' toilet	
Judges' Reception Area									250	250	250		S				x				
Law Library*																					
Reading Area									300	350	400		S-II							Supplement Supreme Court & Trial Court Law Libraries	
Stack Area									400	600	600		S/low								
Storage Area									100	150	200		S								
Coffee Preparation/Lounge									150	150	150		S								
Staff Talks									120	120	120		S								
Multiple Use Office Space									400	600	600		S-II							office/drawing/conference room	
<b>TOTAL SHARED SPACE</b>									3520	3820	4120	4120									
<b>TOTAL PROGRAMMED SPACE</b>			9	9	9	9			5895	6195	6495	6495									

\*May use Supreme Court facilities if Court of Appeals located in same courthouse

INTERMEDIATE COURT OF APPEALS—JUDICIAL FACILITIES

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS					FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
	Public	Tele- live	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security				fire
<b>PERSONNEL SPACE</b>																	
Chief Judge's Chamber		x		soundproof	30-100	x	x		x	T		*	x			AC-1 built-in work surface	x
Judge's Chamber		x		general off.	70-100	x	x	x	x	T						SE-2 built-in work surface	x
Judges' Secretary's Office		x		general off.	70-100	x	x		x	T						PS built-in work surface	x
<b>SHARED SPACE</b>																	
Courtroom	x	x		courtroom	30-100	x	x		non-rng	x		*	x	x		AC-1	x
Conference Room		x	x	soundproof	50-100	x	x		x	T		*	x			conference table, arm chair, book- shelves, presentation boards & equipment	x
Resting Room		x		soundproof	30-50	x	x		x	T			x			lockers, lounge furniture, throw, & toilets	x
Judges' Reception Area		x		general off.	30-60	x	x		x	T						lounge furniture	x
Law Library		x		general off.	70-100	x	x		x					x		bookshelves, corals table, chair, lounge furniture	x
Reading Area		x		general off.	30-60	x	x		reception					x		bookshelves, corals table, chair	x
Stack Area		x		general off.	30-60	x	x							x		shelving for book & supply storage	
Storage Area		x	x	general off.	30-60	x	x							x		sink, coffee/tea supplies	
Coffee Preparation/Lounge		x		general off.	30-50	x	x		x	T						men & women toilets, WC, WB, urinals, etc.	x
Staff Toilets		x		general off.	20-30	xv	x										
Multiple Use Office Space		x		general off.	50-100	x	x		x	T							



INTERMEDIATE COURT OF APPEALS—CONSOLIDATED CLERK'S OFFICE

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
	Public	Tactile	Seated	Acoustic	Lighting	HVAC	Electrical	110v	220v	Tele- phone	Inter- com	CCTV	video	security				fire
<b>PERSONNEL SPACE</b>																		
Chief Clerk		x		general off.	70-100	x	x		x	T								PE-1
Deputy Clerk		x		general off.	70-100	x	x		x	T								P-1
Assistant Clerk		x		general off.	70-100	x	x		x									P-3
Secretary		x		general off.	70-100	x	x		x									P-3
Court Clerk III		x		general off.	70-100	x	x		x									GC-1
Court Clerk II		x		general off.	70-100	x	x		x									GC-2
Clerical Aide		x		general off.	70-100	x	x		x									GC-2
<b>SHARED SPACE</b>																		
Public Counter	x			general off.	50-70	x	x		payphone	x								public counter
Records Examination	x	x		general off.	70-100	x	x		payphone	x								built-in work surface chairs
General Work Area		x		general off.	50-70	x	x		x	x								built-in work surface tables, chairs, files
Records Storage		x		general off.	30-50	x	x											shelving for records
Supplies Storage		x		general off.	20-30	x	x											shelving for supplies
Equipment Room		x		soundproof	30-50	x	x	x	x									duplication, postage & office equip. paper storage shelving
Conference Room	x	x		soundproof	60-70	x	x		x	x								
Staff Lounge		x		general off.	30-50	x	x		x	x								lounge furniture
Staff Toilets		x		general off.	20-30	x	x											men & women toilets, WB, WC, urinals, etc.

FACILITY PROGRAM: ADMINISTRATIVE OFFICE OF THE ALASKA COURT SYSTEM

PERSONNEL AND FACILITIES	SR.No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1979	1980	1981	2000	Sub-total (2000)			1980	1981	2000	Sub-total (2000)			Private w/conf.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>PERSONNEL SPACE</b>																					
Administrative Director			1	1	1	1	350	1	350	350	350		S		x	8-10	x			use existing office and conference room	
Executive Secretary			1	1	1	1	200	1	200	200	200	650	S				x		x	use existing office and visitors' waiting area	
Deputy Director-Staff Counsel Secretary			1	1	1	1	220	1	220	220	220		S		x	4-6	x				
Law Intern			1	1	2	2	100	1-2	100	200	200	670	S					x	x		
Deputy Director-Operations Secretary			1	1	1	1	220	1	220	220	220		S		x	4-6	x				
			1	1	1	1	150	1	150	150	150	370	S					x	x		
Personnel Director			1	1	1	1	170	1	170	170	170		S			3-4	x				
Secretary		Shared with Deputy Director					100	1		100	100									share secretary with Deputy Director	
Personnel Analyst			1	1	1	1	120	1	120	120	120		S								
Senior Clerk			1	1	1	1	100	1	100	100	100		S								
Clerk			1	1	2	2	70	1-2	70	140	140		S								
Associate Clerk			1	1	1	2	55	1-2	55	55	110	740	S								
Rural Court Administrator			1	1	1	1	170	1	170	170	170		S			3-4	x				
Secretary			1	1	1	1	100	1	100	100	100	270	S					x			
Magistrate Training Coordinator			1	1	1	1	170	1	170	170	170		S			3-4	x				
Secretary			1	1	1	1	100	1	100	100	100	270	S						x		
Administrative Associate			1	1	1	1	170	1	170	170	170	170	S			3-4	x			share secretary with Manager of Material Operations	
Manager of Material Operations			1	1	1	1	170	1	170	170	170		S			3-4	x				
Secretary			1	1	1	1	100	1	100	100	100		S								
Supply Officer II			1	1	1	1	100	1	100	100	100		S								
Supply Officer I			1	1	2	2	100	1-2	100	200	200		S								
Storekeeper			1	1	1	1	70	1	70	70	70		S								
Offset Duplicator Machine Operator			1	1	1	1	55	1	55	55	55		S								
Assistant Printer			1	1	2	2	55	1-2	55	110	110		S								
General Helper			1	1	2	3	55	1-3	55	110	105		S								
Clerk			1	1	2	3	55	1-3	55	110	165		S								
Switchboard Operator			1	1	1	1	100	1	100	100	100	1235	S								
Planning & Grants Coordinator			1	1	1	1	170	1	170	170	170	170	S			3-4	x			share secretary with Manager of Technical Operations	

ADMINISTRATIVE OFFICE OF THE ALASKA COURT SYSTEM

PERSONNEL AND FACILITIES	ACCESSIBILITY Public	Elevator	Secured	ENVIRONMENTAL REQUIREMENTS				COMMUNICATION SYSTEMS				FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
				Acoustics	Lighting	HVAC	Electrical 110v	Electrical 220v	Tele- phone	Inter- com	CCTV				video
PERSONNEL SPACE															
Administrative Director	x			general off.	70-100	x	x	x	x	x	T				PE-1
Executive Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-1
Deputy Director-Staff Counsel	x			general off.	70-100	x	x	x	x	x	T				PE-3
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-2
Law Intern	x			general off.	70-100	x	x	x	x	x	T				P-4
Deputy Director-Operations	x			general off.	70-100	x	x	x	x	x	T				PE-3
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-2
Personal Director	x			general off.	70-100	x	x	x	x	x	T				P-1
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-4
Personal Analyst	x			general off.	70-100	x	x	x	x	x	T				P-3
Senior Clerk	x			general off.	70-100	x	x	x	x	x	T				P-4
Clerk	x			general off.	70-100	x	x	x	x	x	T				GC-1
Associate Clerk	x			general off.	70-100	x	x	x	x	x	T				GC-1
Rural Court Administrator	x			general off.	70-100	x	x	x	x	x	T				GC-1
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-4
Magnitude Training Coordinator	x			general off.	70-100	x	x	x	x	x	T				P-1
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-4
Administrative Associate	x			general off.	70-100	x	x	x	x	x	T				P-1
Manager of Material Operations	x			general off.	70-100	x	x	x	x	x	T				P-1
Secretary	x			general off.	70-100	x	x	x	x	x	T				SE-4
Supply Officer II	x			general off.	70-100	x	x	x	x	x	T				P-4
Supply Officer I	x			general off.	70-100	x	x	x	x	x	T				P-4
Storekeeper	x			general off.	70-100	x	x	x	x	x	T				GC-1
Offset Duplicator Machine Operator	x			general off.	70-100	x	x	x	x	x	T				GC-2
Assistant Printer	x			general off.	70-100	x	x	x	x	x	T				GC-2
General Helper	x			general off.	70-100	x	x	x	x	x	T				GC-2
Clerk	x			general off.	70-100	x	x	x	x	x	T				GC-2
Switchboard Operator	x			general off.	70-100	x	x	x	x	x	T				P-4
Planning & Grant Coordinator	x			general off.	70-100	x	x	x	x	x	T				P-1

FACILITY PROGRAM: ADMINISTRATIVE OFFICE OF THE ALASKA COURT SYSTEM (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL				Sub-total (2000)	Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE				REMARKS		
			1970	1980	1990	2000				1980	1990	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual		Shared Space	
Manager of Technical Operations			1	1	1	1	170	1	170	170	170		S		x	3-4	x					
Research Analyst			1	1	2	3	100	1-3	100	200	300		S					x				
Secretary			1	1	1	2	100	1-2	100	100	200		S					x				
Technical Operations Supervisor			1	1	1	1	120	1	120	120	120		S					x				
Court Clerk II			2	2	3	4	70	2-3	140	210	280		S									
Court Clerk I			4	4	6	6	65	4-6	220	276	330	1300	S									
Accounting Supervisor			1	1	1	1	140	1	140	140	140		S		x	2-3	x					
Field Auditor			1	1	1	1	100	1	100	100	100		S									
Accounting Technician			1	1	1	1	100	1	100	100	100		S									
Clerk			2	2	3	3	70	2-3	170	210	210		S									
Assistant Clerk			1	1	2	3	55	1-3	65	110	105	715	S									
<b>PERSONNEL SPACE</b>									5030	5918	6460	6460										
<b>INTERNAL CIRCULATION (25% of Personnel Space)</b>									1258	1479	1615	1615										
<b>TOTAL PERSONNEL SPACE</b>			44	44	61	64	64		6288	7394	8075	8075										
<b>FINISHED SPACES</b>																						
Conference Room							250	2-3	500	500	750		S									
Storage									250	250	250		S									
Equipment Room-Duplication									300	300	300		S									
Computer Room-Technical Operations*									300	300	300		S-II									
Electronics Workshop*									800	800	1000		S-II									
Tape Storage									500	750	1000		S									
Central Storage*									2000	2500	3000		II									
Print Shop*									1250	1500	1500		S-II									
Staff Lounge/Lunch Room									400	400	400		S-II									
Staff Toilets									120	120	120		S									
Reception Area									200	200	200		S	10-12								
<b>SHARED SPACE</b>									8420	7820	8820	8820										
<b>TOTAL PROGRAMMED SPACE</b>			44	44	66	64	64		12708	15014	16805	16805										

\*May remain in existing locations in courthouse

ADMINISTRATIVE OFFICE OF THE ALASKA COURT SYSTEM (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire			
Manager of Technical Operations		x		general off.	70-100	x	x		x	T						P-1	
Research Analyst		x		general off.	70-100	x	x		x	T						P-4	
Secretary		x		general off.	70-100	x	x		x	T						P-4	
Technical Operations Supervisor		x		general off.	70-100	x	x		x	T						P-3	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Court Clerk I		x		general off.	70-100	x	x		x							GC-2	
Accounting Supervisor		x		general off.	70-100	x	x		x	T						P-4	
Field Auditor		x		general off.	70-100	x	x		x	T						P-2	
Accounting Technician		x		general off.	70-100	x	x									P-4	
Clerk		x		general off.	70-100	x	x									GC-1	
Assistant Clerk		x		general off.	70-100	x	x									GC-2	
Conference Room		x		soundproof	50-70	x	x		x	T						CR-3, conference table, armchairs, presentation equip., storage shelving	
Storage		x		storage	20-30	av	x									duplication equip., paper storage shelving built in work surface	
Equipment Room-Duplication		x		soundproof	30-50	x	x	x	x							duplication equip., paper storage shelving built in work surface	
Computer Room-Technical Operations		x		soundproof	70-100	x	x	x	x		x	x	x	x		computer equip., CRT terminals, tape & supplies storage shelving	x
Electronics Workshop		x		soundproof	70-100	x	x	x	x		x	x	x	x		shelving, work bench, built in work surface	x
Tape Storage		x		general off.	20-30	x	x		x				x	x		tape storage shelving	x
Central Storage		x		storage	70-30	av	x		x		x		x	x		central storage shelving	x
Print Shop		x		soundproof	30-50	x	x	x	x				x	x		duplication & printing equipment	x
Staff Lounge/Lunch Room		x		general off.	30-50	x	x		x							lounge furniture	
Staff Toilets		x		general off.	20-30	av	x									men & women toilets, WB, WC, urinals, etc.	
Reception	x	x		general off.	30-50	x	x		payphone							lounge furniture & plants	



DISTRICT ATTORNEY'S OFFICE

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS					FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Telephone	Inter-com	CCTV	video	security			
<b>PERSONNEL SPACE</b>																
District Attorney		x		general off.	70-100	x	x		x	T						P-E-2
Assistant District Attorney		x		general off.	70-100	x	x		x	T						P-E-3
<b>Felony Division:</b>																
Supervising Attorney		x		general off.	70-100	x	x		x	T						P-1
Attorney		x		general off.	70-100	x	x		x	T						P-2
<b>Misdemeanor Division:</b>																
Supervising Attorney		x		general off.	70-100	x	x		x	T						P-1
Attorney		x		general off.	70-100	x	x		x	T						P-2
<b>Appeals Division:</b>																
Supervising Attorney		x		general off.	70-100	x	x		x	T						P-1
Attorney		x		general off.	70-100	x	x		x	T						P-2
<b>Intake Division:</b>																
Intake Officer/Supervisor		x		general off.	70-100	x	x		x	T						P-1
Intake Officer		x		general off.	70-100	x	x		x	T						P-2
<b>Diversion Project Supervisor</b>																
Project Staff		x		general off.	70-100	x	x		x	T						P-3
		x		general off.	70-100	x	x		x	T						P-3
Legal Intern		x		general off.	70-100	x	x		x							P-4
Investigator		x		general off.	70-100	x	x		x							P-4
Paralegal		x		general off.	70-100	x	x		x							GC-1
Paralegal Secretary		x		general off.	70-100	x	x		x							GC-1
Clerical Supervisor/Secretary		x		general off.	70-100	x	x		x							P-4
Secretaries		x		general off.	70-100	x	x		x							GC-1
Receptionist	x	x		general off.	30-50	x	x		x							SE-4

FACILITY PROGRAM: DISTRICT ATTORNEY'S OFFICE (cont.)

PERSONNEL AND FACILITIES	SR No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1989	2000	Sub-total (2000)			1980	1989	2000	Sub-total (2000)			Private w/cor?	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>SHARED SPACE</b>																					
Reception									200	200	200		S	10-12						X	
Records Storage									200	250	300		S							X	
Law Library/Resources									300	300	300		S							X	
Conference									300	300	300		S	15-20						X	
Witness Waiting									150	150	150		S	6-8						X	
Supplies and General Storage									100	120	150		S							X	
General Work Area									300	300	300		S							X	
Duplication									120	120	120		S							X	
<b>SHARED SPACE</b>																					
									1870	1740	1820	1820									
<b>TOTAL PROGRAMMED AREA</b>			41	48	83	78	78		8945	10903	12995	12995									

DISTRICT ATTORNEY'S OFFICE (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Telephone	Inter-com	CCTV	video	security	fire			
<b>SHARED SPACE</b>																	
Reception	x			general off.	30-50	x	x		payphone	x						public counter, lounge seating and furniture	x
Records Storage		x		storage	20-30	x	x									shelving for records storage	x
Law Library/Resources		x		soundproof	70-100	x	x		and payphone	x		*	x	x		bookshelves, tables, armchairs	x
Conference	x	x		soundproof	60-70	x	x		x	x		*				CR-2, conference table, arm chairs	x
Witness Waiting		x		general off.	30-50	x	x		x	x			x			lounge furniture, coffee/tea preparation	x
Supplies and General Storage		x		storage	20-30	x	x									storage shelving	
General Work Area		x		general off.	70-100	x	x		x	x						tables, chairs, work surfaces, files	
Duplication		x		general off.	30-50	x	x	x								duplication equip., paper storage shelving, work surface	

FACILITY PROGRAM: ATTORNEY GENERAL'S OFFICE--SPECIAL PROSECUTION DIVISION

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE				REMARKS
			1974	1980	1990	2000	Sub-total			1980	1990	2000	Sub-total			Private w/conf.	No. of Persons	Private Sound	Private Visual	
<b>SPECIAL PROSECUTION DIVISION</b>																				
<b>PERSONNEL SPACE</b>																				
Supervisor			1	1	1	1	170	1	170	170	170		S		x	3-4	x			
Attorney			4	5	8	10	140	5-10	700	1120	1400		S		x	23	x			
Secretary			2	3	4	5	100	3-5	300	400	500		S				x	x		
<b>PERSONNEL SPACE INTERNAL CIRCULATION (28% of Personnel Space)</b>									1170	1690	2070									
									293	423	518									
<b>TOTAL PERSONNEL SPACE</b>			7	9	13	16	16		1463	2113	2588	2588								
<b>SHARED SPACE</b>																				
Reception									100	100	100		S	5-6						
Records Storage									50	75	100		S							
Witness Waiting									120	120	120		S							
Supplies & General Storage									50	75	100		S							
General Work Area									150	150	150		S							
Duplication									100	100	100		S							
<b>TOTAL SHARED SPACE</b>									570	620	670	670								
<b>TOTAL PROGRAMMED AREA</b>			7	9	13	16	16		2033	2733	3258	3258								

ATTORNEY GENERAL'S OFFICE--SPECIAL PROSECUTION DIVISION

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Resista- nce	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire			
<b>SPECIAL PROSECUTION DIVISION</b>																	
<b>PERSONNEL SPACE</b>																	
Supervisor		x		general off.	70 100				x	T						P-1	
Attorney		x		general off.	70-100				x	T						P-2	
Secretary	x	x		general off.	70-100				x	T						SE-4	
<b>SHARED SPACE</b>																	
Reception	x			general off.	30 50	x	x		telexphone	x						lounge furniture	
Records Storage		x		storage	20-30	x	x					x	x			records storage shelving	
Witness Waiting		x	x	general off.	30 50	x	x		x	x						lounge furniture	
Supplies & General Storage		x		storage	20-30	xv	x									storage shelving	
General Work Area		x		general off.	70-100	x	x		x							tables, chairs, files, built-in work surface	
Duplication		x		soundproof	30 50	x	x	x					x			duplication equip., storage shelving, work surface	

FACILITY PROGRAM: PUBLIC DEFENDER'S OFFICE

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. Ft.)	No. of Units	NET AREA REQUIRED (sq. Ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE				REMARKS	
			1978	1980	1984	2000	Sub-total (2000)			1980	1988	2000	Sub-total (2000)			Private w/conf.	No. of Persons	Private Sound	Private Visual		Shared Space
<b>PERSONNEL SPACE</b>																					
Director			1	1	1	1	300	1	300	300	300		S		x	68	x				
Secretary			1	1	1	1	120	1	120	120	120	420	S				x				
Administrative Officer			1	1	1	1	220	1	220	220	220		S		x	46	x				
Assistant/Accounting Clerk			1	1	1	1	120	1	120	120	120		S				x				
Receptionist			1	1	1	1	100	1	100	100	100	440	S					x			
Appiah Attorney			2	3	4	6	140	16	420	600	700		S		x	23	x				
Family Matters Attorney			1	1	2	3	140	13	140	280	420		S		x	23	x				
Widemanor Attorney			8	8	8	10	140	6-10	840	1120	1400		S		x	23	x				
Felony Attorney			4	6	7	10	140	6-10	700	980	1400		S		x	23	x				
Psychological Counselor			1	1	2	3	140	13	140	280	420	4340	S		x	23	x				
Investigator			2	2	3	3	120	23	240	360	360		S				x				
Assistant Investigator			1	1	2	3	100	13	100	200	300	660	S				x				
Legal Intern			1	2	2	3	100	23	200	200	300	300	S					x			
Legal Secretary			4	8	7	8	70	68	350	400	630		S					x			
Clerical Aide			2	2	3	4	65	24	110	165	220	850	S						x		
<b>PERSONNEL SPACE</b>									4100	5485	7010	7010									
<b>INTERNAL CIRCULATION (28% of Personnel Space)</b>									1025	1374	1763	1763									
<b>TOTAL PERSONNEL SPACE</b>			28	31	43	60	60		5125	6049	8783	8783									
<b>SHARED SPACE</b>																					
Reception/Volunteers' Waiting									300	300	300		S	20-26							
Records Storage									300	350	400		S				x				
Library/Conference									300	300	300		S				x				
Witness Waiting									150	150	160		S	8-8			x				
Supplies & General Storage									100	120	160		S					x			
General Work Area									300	300	300		S					x			
Disinfection									120	120	120		S				x				
Conference Room									250	250	250		S	10-16			x				
<b>TOTAL SHARED SPACE</b>									1820	1806	1970	1970									
<b>TOTAL PROGRAMMED AREA</b>			28	31	43	60	60		6945	8758	10733	10733									





PROBATION OFFICE—PRESENTENCE INVESTIGATION UNIT

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire				others
<b>PERSONNEL SPACE</b>																		
Unit Supervisor		x		general off.	50 70	x	x			x	T						P-2	
Probation Officer		x		general off.	50 70	x	x			x	T						P-3	
Secretary		x		general off.	70 100	x	x			x	T						SE-4	
<b>SHARED SPACE</b>																		
Reception/Visitors' Waiting	x			general off.	30 60	x	x			x	x							
Records Storage		x		storage	20 30	x	x					x	x				lounge furniture typical storage shelving	x
Conference Room		x		general off.	50 70	x	x			x	x						CP-4, conference table, armchairs	
Supplies & General Storage		x		storage	20 30	x	x						x				storage shelving	
General Work Area		x		general off.	70 100	x	x			x	x						table, chairs, files work surface	
Duplication		x		general off.	30 60	x	x	x						x			duplication equip., shelving, work surface	



**TRIAL COURT CLERK'S OFFICE**

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Electric- drive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	230v	Tele- phone	Inter- com	CCTV	video	security	fire			
<b>PERSONNEL SPACE</b>																	
<b>ADMINISTRATIVE SERVICES</b>																	
Assistant Area Court Administrator/ Clerk of Court		x		general off.	70-100	x	x			x						FE-3	
Chief Deputy Clerk V		x		general off.	70-100	x	x			x						P-1	
Legal Technician		x		general off.	70-100	x	x			x						P-2	
Secretary		x		general off.	70-100	x	x			x						SE-3	
Temporary Clerical Aide		x		general off.	70-100	x	x			x						GC-2	
<b>DISTRICT COURT</b>																	
Supervisor—Court Clerk IV		x		general off.	70-100	x	x			x						P-4	
In-Court Clerk—Court Clerk III		x		general off.	70-100	x	x			x						GC-1	
In-Court Clerk—Court Clerk II		x		general off.	70-100	x	x			x						GC-1	
Receptionist—Court Clerk I	x	x		general off.	70-100	x	x			x						SE-4	
Secretary—Court Clerk III		x		general off.	70-100	x	x			x						GC-1	
<b>SUPERIOR COURT—IN COURT DIVISION</b>																	
Supervisor—Court Clerk IV		x		general off.	70-100	x	x			x						P-4	
Assistant Supervisor—Court Clerk III		x		general off.	70-100	x	x			x						GC-1	
In-Court Clerk—Court Clerk III		x		general off.	70-100	x	x			x						GC-1	
In-Court Clerk—Court Clerk II		x		general off.	70-100	x	x			x						GC-1	
Clerk (part-time)		x		general off.	70-100	x	x			x						GC-2	
M. V. S. Clerk (part-time)		x		general off.	70-100	x	x			x						GC-2	
In-Court Clerk (part-time)		x		general off.	70-100	x	x			x						GC-2	
<b>APPEALS</b>																	
Supervisor—Court Clerk III		x		general off.	70-100	x	x			x						P-4	
Court Clerk II		x		general off.	70-100	x	x			x						GC-1	

FACILITY PROGRAM: TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL				Sub-total (2000)	Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE				REMARKS
			1970	1980	1990	2000				1980	1990	2000	Sub-total (2000)			Private w/conf.	No. of Persons	Private Sound	Private Visual	
<b>CRIMINAL</b>																				
Supervisor-Court Clerk IV			1	1	1	1	100	1	100	100	100		S							
Assistant Supervisor-Court Clerk III			1	1	1	1	70	1	70	70	70		S				X	X		
Court Clerk II			8	8	8	10	70	6-10	420	500	700		S					X	X	
Court Clerk I			3	4	6	8	70	4-8	280	420	560		S					X	X	
Court Clerk I (temporary)			1	1	1	2	65	1-2	65	65	110		S					X	X	
Court Clerk II (on loan PCN)			2	2			65	2-0	110				S					X	X	
<b>SUBTOTAL</b>			<b>14</b>	<b>15</b>	<b>17</b>	<b>22</b>			<b>1035</b>	<b>1205</b>	<b>1540</b>	<b>1540</b>								
<b>CIVIL DIVISION</b>																				
Supervisor-Court Clerk IV			1	1	1	1	100	1	100	100	100		S					X	X	
Assistant Supervisor-Court Clerk III			1	1	1	1	70	1	70	70	70		S					X	X	
Small Claims: Court Clerk II			2	3	4	6	70	3-5	210	280	350		S					X	X	
CETA Clerk			1	1	1	1	65	1	65	65	65		S					X	X	
Journaing: Court Clerk II			3	3	5	7	70	3-7	210	350	490		S					X	X	
Court Clerk I			1	2	3	4	70	2-4	140	210	280		S					X	X	
Front Counter: Court Clerk III			3	3	4	4	70	3-4	210	280	280		S					X	X	
<b>SUBTOTAL</b>			<b>12</b>	<b>14</b>	<b>18</b>	<b>23</b>			<b>995</b>	<b>1345</b>	<b>1625</b>	<b>1625</b>								
<b>TRAFFIC DIVISION</b>																				
Supervisor-Court Clerk IV			1	1	1	1	100	1	100	100	100		S					X	X	
Assistant Supervisor-Court Clerk III			1	1	1	1	70	1	70	70	70		S					X	X	
Bookkeeping: Court Clerk II			1	2	3	4	70	2-4	140	210	280		G					X	X	
Temporary Clerk			1	1	1	1	65	1	65	65	65		S					X	X	
Warrants: Court Clerk II			1	2	3	4	70	2-4	140	210	280		S					X	X	
Temporary Clerk			1	1	1	1	65	1	65	65	65		S					X	X	

TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restri-ctive	Secured	Acoustics	Lighting	HVAC	Electrical 110v 220v		Tele- phone	Inter- com	CCTV	video	security	fire			
<b>CRIMINAL</b>																	
Supervisor—Court Clerk IV		x		general off.	70-100	x	x		x	T						P-4	
Assistant Supervisor—Court Clerk III		x		general off.	70-100	x	x		x	T						GC-1	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Court Clerk I		x		general off.	70-100	x	x		x							GC-1	
Court Clerk I (temporary)		x		general off.	70-100	x	x		x							GC-2	
Court Clerk II (on loan PCN)		x		general off.	70-100	x	x		x							GC-2	
<b>CIVIL DIVISION</b>																	
Supervisor—Court Clerk IV		x		general off.	70-100	x	x		x	T						P-4	
Assistant Supervisor—Court Clerk III		x		general off.	70-100	x	x		x	T						GC-1	
Small Claims:																	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
CETA Clerk		x		general off.	70-100	x	x		x							GC-2	
Jurying:																	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Court Clerk I		x		general off.	70-100	x	x		x							GC-1	
Front Counter:																	
Court Clerk II/I		x		general off.	70-100	x	x		x							GC-1	
<b>TRAFFIC DIVISION</b>																	
Supervisor—Court Clerk IV		x		general off.	70-100	x	x		x	T						P-4	
Assistant Supervisor—Court Clerk III		x		general off.	70-100	x	x		x	T						GC-1	
Bookkeeping:																	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Temporary Clerk		x		general off.	70-100	x	x		x							GC-2	
Warrants:																	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Temporary Clerk		x		general off.	70-100	x	x		x							GC-2	

FACILITY PROGRAM: TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1985	2000	Sub-total (2000)			1980	1985	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space	
Cashiers:																					
Court Clerk II			3	3	4	5	70	36	210	280	350			S							
Court Clerk I			1	1	2	3	70	13	70	140	210			S							X
Filing/Miscellaneous:																					
Court Clerk I			3	4	5	6	70	48	280	350	420			S							
Temporary Clerk			3	3	4	5	65	35	165	220	275			S							X
<b>SUBTOTAL</b>			<b>16</b>	<b>13</b>	<b>25</b>	<b>31</b>			<b>1285</b>	<b>1690</b>	<b>2095</b>	<b>2095</b>									
<b>BOOKKEEPING DEPARTMENT</b>																					
Supervisor - Court Clerk IV			1	1	1	1	100	1	100	100	100			S							X
Senior Clerk - Court Clerk III			1	1	1	1	70	1	70	70	70			S							X
Clerk - Court Clerk II			1	1	2	3	70	13	70	140	210			S							X
Assistant Clerk - Court Clerk I			1	1	2	3	70	13	70	140	210			S							X
<b>SUBTOTAL</b>			<b>4</b>	<b>4</b>	<b>6</b>	<b>8</b>			<b>310</b>	<b>450</b>	<b>500</b>	<b>590</b>									
<b>RECORDS/MICROFILM DEPARTMENT</b>																					
Supervisor - Court Clerk IV			1	1	1	1	100	1	100	100	100			S							X
Records:																					
Clerk - Court Clerk II			1	1	1	1	70	1	70	70	70			S							X
Assistant Clerk			1	1	1	1	70	1	70	70	70			S							X
Clerk - Court Clerk I			5	5	6	7	70	57	350	420	490			S							X
Temporary Clerk			1	1	2	3	65	13	65	110	165			S							X
M.Y.S. Clerk			2	2			65	20	110					S							X
Microfilm:																					
Clerk - Court Clerk III			1	1	1	1	70	1	70	70	70			S							X
Clerk - Court Clerk I			2	2	4	6	70	20	140	280	420			S							X
Temporary Clerk			8	8			65	80	440					S							X
<b>SUBTOTAL</b>			<b>22</b>	<b>22</b>	<b>16</b>	<b>20</b>			<b>1405</b>	<b>1120</b>	<b>1385</b>	<b>1385</b>									

TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restri-ctive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire			
Cashiers: Court Clerk II Court Clerk I		x		general off. general off.	70-100 70-100	x x	x x		x x							GC-1 (cashier) GC-1 (cashier)	
Filing/Miscellaneous: Court Clerk I Temporary Clerk		x x		general off. general off.	70-100 70-100	x x	x x		x x							GC-1 GC-2	
<b>BOOKKEEPING DEPARTMENT</b>																	
Supervisor-Court Clerk IV Senior Clerk-Court Clerk III Clerk-Court Clerk II Assistant Clerk-Court Clerk I		x x x x		general off. general off. general off. general off.	70-100 70-100 70-100 70-100	x x x x	x x x x		x x x x	Y Y						P-4 GC-1 GC-1 GC-1	
<b>RECORDS/MICROFILM DEPARTMENT</b>																	
Supervisor-Court Clerk IV		x		general off.	70-100	x	x		x	Y						P-4	
Records: Clerk-Court Clerk II Assistant Clerk Clerk-Court Clerk I Temporary Clerk M.Y.S. Clerk				general off. general off. general off. general off. general off.	70-100 70-100 70-100 70-100 70-100	x x x x x	x x x x x		x x x x x							GC-1 GC-1 GC-1 GC-2 GC-2	
Microfilm: Clerk-Court Clerk III Clerk-Court Clerk I Temporary Clerk				general off. general off. general off.	70-100 70-100 70-100	x x x	x x x		x x x							GC-1 GC-1 GC-2	

FACILITY PROGRAM: TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1985	2000	Subtotal (2000)			1980	1985	2000	Subtotal (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>JURY CLERK</b>																					
Supervisor - Court Clerk II			1	1	1	1	100	1	100	100	100		S								
M.Y.S. Clerk			1*	2	3	3	55	2.3	110	165	220		S				X	X			
CETA Clerk			1*				55	1.0	55				S					X			
NPR Clerk			1*				55	1.0	55				S					X			
<b>SUBTOTAL</b>			<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>			<b>320</b>	<b>265</b>	<b>320</b>	<b>320</b>									
<b>TRANSCRIPT DEPARTMENT</b>																					
Supervisor - Court Clerk III			1	1	1	1	120	1	120	120	120		S								
Transcriber II - Court Clerk III			3	3	4	5	100	3.5	300	400	500		S				X				
Transcriber II (part-time)			2	2			100	2.0	200				S				X				
Transcriber I - Court Clerk II			2	3	4	5	100	3.5	300	400	500		S				X				
Video Operator - Court Clerk I			1	1	1	2	70	1.2	70	70	140		S					X			
<b>SUBTOTAL</b>			<b>8</b>	<b>10</b>	<b>10</b>	<b>13</b>			<b>890</b>	<b>990</b>	<b>1280</b>	<b>1280</b>									
<b>PRETRIAL SERVICES</b>																					
Supervisor - Interviewer III			1	1	1	1	120	1	120	120	120		S								
Interviewer II (full-time)			2	3	5	7	100	3.7	300	500	700		S				X				
Interviewer II (part-time)			1	2	2	2	100	2	200	200	200		S				X	X			
CETA Court Aide			1	1	1	2	55	1.2	55	55	110		S				X	X			
<b>SUBTOTAL</b>			<b>5</b>	<b>7</b>	<b>9</b>	<b>12</b>			<b>675</b>	<b>875</b>	<b>1130</b>	<b>1130</b>									
<b>PERSONNEL SPACE</b>									<b>8890</b>	<b>11745</b>	<b>14435</b>	<b>14435</b>									
<b>INTERNAL CIRCULATION (25% of Personnel Space)</b>									<b>2488</b>	<b>2936</b>	<b>3609</b>	<b>3609</b>									
<b>TOTAL PERSONNEL SPACE</b>									<b>12378</b>	<b>14681</b>	<b>18044</b>	<b>18044</b>									

TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical		Tele- phone	Inter- cam	CCTV	video	security	fire			
<b>JURY CLERK</b>																	
Supervisor - Court Clerk II		x		general off.	70-100	x	x		x	T						P-4	
M.Y.S. Clerk	x	x		general off.	70-100	x	x		x	T						GC-2	
CETA Clerk	x	x		general off.	70-100	x	x		x	T						GC-2	
NPR Clerk	x	x		general off.	70-100	x	x		x	T						GC-2	
<b>TRANSCRIPT DEPARTMENT</b>																	
Supervisor - Court Clerk III		x		general off.	70-100	x	x		x	T						P-3	
Transcriber II - Court Clerk III		x		general off.	70-100	x	x		x	T						P-4	
Transcriber II (part-time)		x		general off.	70-100	x	x		x	T						P-4	
Transcriber I - Court Clerk II		x		general off.	70-100	x	x		x	T						P-4	
Tele Operator - Court Clerk I		x		general off.	70-100	x	x		x	T						GC-1	
<b>PRETRIAL SERVICES</b>																	
Supervisor - Interviewer III		x		general off.	70-100	x	x		x	T						P-3	
Interviewer II (full-time)		x		general off.	70-100	x	x		x	T						P-4	
Interviewer II (part-time)		x		general off.	70-100	x	x		x	T						P-4	
CETA Court Aide		x		general off.	70-100	x	x		x	T						GC-2	

FACILITY PROGRAM: TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL				Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1990	2000			Sub-total (2000)	1980	1990	2000			Sub-total (2000)	Private w/conf.	No. of Persons	Private Sound	Private Visual	
<b>SHARED SPACE</b>																				
Public Reception								300	300	300			S	15-20						X
Records Storage - Active								1500	1750	2000			S							X
Records Storage - Inactive								1600	1750	2000			S H							X
Exhibits Storage						200	2	400	400	400			S			X				X
Supplies & General Storage						150	2	300	300	300			S			X				X
Conference Room						150	2	300	300	300			S	15-20		X				X
General Work Area								500	750	1000			S			X				X
Duplication						50	4	200	200	200			S			X				X
Equipment Area						50	6	300	300	300			S			X				X
Microfilm Work Area						50	6	300	300	300			S							X
Microfilm Reading Area						50	6	300	300	300			S							X
<b>TOTAL SHARED SPACE</b>																				
								5800	8650	7400	7400									
<b>TOTAL PROGRAMMED SPACE</b>																				
			123	133	154	187														

TRIAL COURT CLERK'S OFFICE (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS		
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- cam	CCTV	video	security	fire				others	
<b>SHARED SPACE</b>																			
Public Reception	x			general off.	30-60	x	x		teletype	x							public counter, work surface	x	
Records Storage-Active		x		storage	30-60	x	x		x				x	x			records storage shelving	x	
Records Storage-Inactive		x		storage	20-30	x	x						x	x			records storage shelving	x	
Exhibits Storage			x	storage	20-30	x	x						x	x			exhibits storage shelving	x	
Supplies & General Storage		x		storage	20-30	AV	x										storage shelving		
Conference Room		x		soundproof	60-70	x	x		x	x							conference tables, chairs, presentation boards	x	
General Work Area		x		general off.	70-100	x	x		x								tables, chairs, files work surface		
Duplication		x		general off.	30-60	x	x	x									duplication equip., shelving, work surface		
Equipment Area		x		soundproof	30-60	x	x	x					x	x			office equip., shelving, work surface		
Microfilm Work Area		x		general off.	20-60	x	x	x	x				x	x			camera, work surface, tables, chairs, files	x	
Microfilm Reading Area	x	x		general off.	20-60	x	x	x									microfilm equip., work surface, storage cabinets	x	

FACILITY PROGRAM: JUDICIAL COUNCIL

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1990	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/cent.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>PERSONNEL SPACE</b>																					
Director			1	1	1	1	220	1	220	220	220										
Research Analyst			1	1	1	1	140	1	140	140	140				x	46	x				
Secretary/Administrative Assistant			1	1	2	3	120	1-3	120	240	360						x				
Researcher			1	2	6	8	100	28	200	600	800							x	x	x	
Project Researcher			FLUCTUATING WITH PROJECTS						400	500	600								x	x	
<b>PERSONNEL SPACE</b>									1080	1700	2120	2120									
<b>INTERNAL CIRCULATION (25% of Personnel Space)</b>									270	425	530	530									
<b>TOTAL PERSONNEL SPACE</b>			4	5	10	13	17		1350	2125	2650	2650									
<b>SHARED SPACE</b>																					
Reception									70	70	70									x	
Council Conference Room									250	250	250			34							
Researchers' Coding Area*									100	100	100			10-15						x	
Records Storage									160	150	150									x	
Supplies & General Storage									100	100	100									x	
Duplication									100	100	100									x	
<b>TOTAL SHARED SPACE</b>									770	770	770	770									
<b>TOTAL PROGRAMMED SPACE</b>			4	5	10	13	13		2120	2895	3420	3420									

JUDICIAL COUNCIL

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
	Public	Private	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire				others
<b>PERSONNEL SPACE</b>																		
Director		x		general off.	70-100	x	x		x	T								PE-3
Research Analyst		x		general off.	70-100	x	x		x	T								P-2
Secretary/Administrative Assistant		x		general off.	70-100	x	x		x									SE-3
Researcher		x		general off.	70-100	x	x		x									P-4
Project Researcher																		work surface, tables, desks, chairs, files, bookshelves
<b>SHARED SPACE</b>																		
Reception	x			general off.	30-60	x	x		x	x								lounge furniture
Council Conference Room		x		soundproof	60-70	x	x		x	x								CF-3, conference table, armchairs, presentation equip.
Researchers' Coding Area		x		general off.	70-100	x	x		x	x								tables chairs
Records Storage		x		storage	70-30	x	x					x	x					records storage shelving
Supplies & General Storage		x		storage	20-30	x	x							x				storage shelving
Duplication		x		general off.	60-70	x	x	x										duplication equip. shelving, work surface

FACILITY PROGRAM: TRIAL COURT ADMINISTRATION AND QUASI JUDICIAL FUNCTIONS

PERSONNEL AND FACILITIES	SA No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS		
			1978	1980	1985	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space			
<b>PERSONNEL SPACE</b>																							
Area Court Administrator* Secretary*			1	1	1	1		300	1	300	300	300		S		X	68	X					
			1	1	1	1	2	150	1	150	150	150	450	S				X					
Juvenile Master			1	1	2	3		220	1-3	220	440	660		S		X	48	X					
In Court Clerk			1	1	2	3		100	1-3	100	200	300		S				X					
Secretary			1	1	2	2	8	120	1-2	120	240	240	1200	S				X			X		
Custody Investigator			1	1	2	3		140	1-3	140	280	420		S		X	23	X					
Secretary			1	1	2	2	6	120	1-2	120	240	240	660	S					X		X		
Intake Officer			2	3	4	6		140	3-6	420	600	700		S		X	23	X					
Secretary			2	2	2	3	8	120	2-3	240	360	360	1000	S					X		X		
Divorce Master			1	1	2	3		220	1-3	220	440	660		S		X	46	X					
In Court Clerk/Secretary			1	1	2	3	6	120	1-3	120	240	300	1020	S				X			X		
Probate Master			1	1	1	2		220	1-2	220	220	440		S		X	48	X					
Secretary II			1	1	1	1		120	1	120	120	120		S				X					
Court Clerk II			1	1	2	2	6	70	1-2	70	140	140	700	S					X		X		
Court Security Officer			1	2	3	4		65	2-4	110	105	220		S							X		
Court Security Aide			1	1	2	2	6	65	1-2	65	110	110	330	S							X		
Releasing Magistrate			6*	7*	10*	16*	16	220	1-3	220	440	600	660	S		X	46	X					
Calendar Supervisor*			1	1	1	1		100	1	100	100	100		S					X		X		
Court Clerk III			1	1	1	1		70	1	70	70	70		S							X		
Court Clerk II			3	4	6	6	8	70	4-6	210	280	420	690	S							X		
Law Clerks*			8	8	12	16	16	70	8-16	560	840	1050	1050	S							X		
<b>PERSONNEL SPACE</b>																							
<b>INTERNAL CIRCULATION</b> (28% of Personnel Space)										4026	6009	7720	7720										
<b>TOTAL PERSONNEL SPACE</b>										1008	1601	1930	1930										
			37	42	61	78	78			6031	7600	8650	9050										

\*May remain in existing Courthouse

TRIAL COURT ADMINISTRATION AND QUASI JUDICIAL FUNCTIONS

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restri- ctive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire			
<b>PERSONNEL SPACE</b>																	
Area Court Administrator		x		general off.	70-100	x	x		x	T						PE-2	
Secretary		x		general off.	70-100	x	x		x	T						SE-2	
Juvenile Master		x		general off.	70-100	x	x		x	T						PE-3	
In-Court Clerk		x		general off.	70-100	x	x		x							P-4	
Secretary		x		general off.	70-100	x	x		x							SE-3	
Custody Investigator		x		general off.	70-100	x	x		x	T						P-2	
Secretary		x		general off.	70-100	x	x		x							SE-3	
Intake Officer		x		general off.	70-100	x	x		x	T						P-2	
Secretary		x		general off.	70-100	x	x		x							SE-3	
Divorce Master		x		general off.	70-100	x	x		x	T						PE-3	
In-Court Clerk/Secretary		x		general off.	70-100	x	x		x							SE-3	
Probate Master		x		general off.	70-100	x	x		x	T						PE-3	
Secretary II		x		general off.	70-100	x	x		x							SE-3	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Court Security Officer		x		general off.	70-100	x	x		x							GC-2	
Court Security Aide		x		general off.	70-100	x	x		x							GC-2	
Releasing Magistrate		x		general off.	70-100	x	x		x	T						PE-3	
Calendar Supervisor		x		general off.	70-100	x	x		x	T						P-4	
Court Clerk III		x		general off.	70-100	x	x		x							GC-1	
Court Clerk II		x		general off.	70-100	x	x		x							GC-1	
Law Clerks		x		general off.	70-100	x	x		x							GC-1	

FACILITY PROGRAM: TRIAL COURT ADMINISTRATION AND QUASI JUDICIAL FUNCTIONS (cont.)

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1988	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>SHARED SPACE</b>																					
Hearing Room							450	3.8	1350	2250	3800		S 11	10 12							
Conference Room							300	1.2	300	600	600		S	15 20			X				X
Reception									300	300	300		S	20-25			X				X
Records Storage									300	400	600		S				X				X
Supplies & General Storage									200	250	300		S				X				X
Witness Waiting							150	2.4	300	450	600		S				X	X			X
General Work Area									500	750	1000		S				X				X
Duplication									200	200	200		S				X				X
Staff Lounge									300	300	300		S				X				X
Staff Toilet							100	2	200	200	200		S				X				X
<b>TOTAL SHARED SPACE</b>									3950	6700	7600	7600									
<b>TOTAL PROGRAMMED SPACE</b>			37	42	81	78	78			8981	13206	17250	17250								

TRIAL COURT ADMINISTRATION AND QUASI JUDICIAL FUNCTIONS (cont.)

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire			
<b>SHARED SPACE</b>																	
Hearing Room	x			hearing room	30 70	x	x		non ring	x	*	*	x	x		(IR-1	x
Conference Room		x		soundproof	50 70	x	x		x	x						CR-1)	x
Reception	x			general off.	30 50	x	x		peephole	x						lounge furniture	x
Records Storage		x	x	storage	20 30	x	x						x			records storage shelving	x
Supplies & General Storage		x		storage	20 30	xv	x							x		storage shelving	
Witness Waiting		x	x	general off.	50 70	x	x		x							lounge furniture	x
General Work Area		x		general off.	70-100	x	x		x	x						tables, chairs, files work surface	
Duplication		x		general off.	30 50	x	x	x			*			x		duplication equip. shelving, work surface	
Staff Lounge		x		general off.	30 50	x	x		x	x						lounge furniture	x
Staff Toilets		x		general off.	20 30	xv	x									men & women toilets, WC, WU, urinal, etc.	

FACILITY PROGRAM: LAW LIBRARY\*

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1990	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/cont.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>PERSONNEL SPACE</b>																					
State Law Librarian			1	1	1	1	170	1	170	170	170		S								
Assistant Librarian			1	1	1	1	140	1	140	140	140		S								
Reference Librarian			1	2	2	3	120	2-3	240	240	300		S								
Library Assistant			1	1	2	2	100	1-2	100	200	200		S								
Secretary			1	1	2	2	100	1-2	100	200	200		S								
Assistant Library Clerk			1	1	2	3	70	1-3	70	140	210		S								
CETA Clerk			1	1	1	2	70	1-2	70	70	140		S								
Part-time Clerk			2	2	2	2	55	2	110	110	110		S								
<b>PERSONNEL SPACE INTERNAL CIRCULATION (25% of Personnel Space)</b>									1000	1350	1663	1650									
									250	348	413	413									
<b>TOTAL PERSONNEL SPACE</b>			<b>9</b>	<b>10</b>	<b>13</b>	<b>16</b>	<b>16</b>		<b>1250</b>	<b>1730</b>	<b>2063</b>	<b>2063</b>									
<b>SHARED SPACE</b>																					
Reception/Control									120	120	120		S	68							
Catalog									100	100	100		S								
Reading							30	30-40 post.	800	1050	1200		S/H								
Book Stacks							14 books/ sq. ft. of floor space	50,000 to 75,000 volumes	3570	4200	5000		S								
Duplication									120	120	120		S								
General Work Room									300	300	300		S								
General Storage									100	150	200		S								
Receiving and Mailing									150	150	150		S								
Research and Study									50	0-10	300	400	500	S							
Dictation									70	2-3	140	140	210	S							
Microfilm Work/Storage									200	250	300		S								
Microfilm Handling									50	4-8	200	300	400	S							
<b>TOTAL SHARED SPACE</b>									<b>6200</b>	<b>7370</b>	<b>8000</b>	<b>8600</b>									
<b>TOTAL PROGRAMMED AREA</b>			<b>9</b>	<b>10</b>	<b>13</b>	<b>16</b>	<b>16</b>		<b>7450</b>	<b>9108</b>	<b>10663</b>	<b>10663</b>									

\*Entire law library may remain in existing Courthouse



**FACILITY PROGRAM: SUPPORT FACILITIES**

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE					REMARKS
			1978	1980	1990	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/conf.	No. of Persons	Private Sound	Private Visual	Shared Space	
<b>SHARED SPACE</b>																					
Training/Meeting Center									1800	1800	1800		S-D	100-150						x	
Audio-Visual Equipment									120	120	120		S							x	
Reception									300	300	300		S							x	
Conference Room							250	2	500	500	500		S-H						x	x	
Kitchenette									100	100	100		S							x	
Staff Toilets							100	2	200	200	200		S						x	x	
Public Vending									300	300	300		S							x	
<b>SUPPORT FACILITIES</b>									<b>3320</b>	<b>3320</b>	<b>3320</b>	<b>3320</b>									

SUPPORT FACILITIES

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS						FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS	
	Public	Restri- ctive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security	fire				others
<b>SHARED SPACE</b>																		
Training/Meeting Center		x		special treat.	0-70	special	x		x	x	x	x	x	x		row seating, stage, retractable screen, podium, tables, chairs	x	
Audio-Visual Equipment		x	x	soundproof	30-50	x	x		x	x	C	C	x	x		audio-visual eqn., projectors, work surfaces, storage cabinets, lounge furniture	x	
Reception	x	x		general off.	30-50	x	x		payphone	x						lounge furniture	x	
Conference Room		x		general off.	50-70	x	x		x	x		x				conference table, chairs, presentation equipment	x	
Kitchenette		x		soundproof	50-70	xv	x							x		microwave oven, refrigerator, sink, work surface, storage cabinets		
Staff Toilets		x		general off.	20-30	xv	x									men & women toilets, WB, WC, urinals, etc.		
Public Vending	x			general off.	20-30	x	x	x	payphone	x						vending machines, tables, chairs/seats		

FACILITY PROGRAM: BAIL HEARINGS AND PRISONER HOLDING FACILITIES

PERSONNEL AND FACILITIES	SR-No.	Room Index	PERSONNEL					Unit Area (sq. ft.)	No. of Units	NET AREA REQUIRED (sq. ft.)				Ceiling Height	Seating/ Standing Capacity	SPACE USE				REMARKS	
			1970	1980	1990	2000	Sub-total (2000)			1980	1990	2000	Sub-total (2000)			Private w/conf.	No. of Persons	Private Sound	Private Visual		Shared Space
Vehicular Sallyport							400	1	400	400	400		D								
Police Car Parking							300	4	1200	1700	1700		D								
Gun Lock									50	50	50		S								
Prisoner Sallyport									100	100	100		S								
Search Area							100	2	200	200	200		S								
Central Control									200	200	200		S								
Central Booking									200	200	200	2350	S								
Processing:																					
Fingerprinting							50	2	100	100	100		S								
Photographing							100	2	200	200	200	300	S								
Prisoner Holding:																					
Multiple defendants - Men							150	3.5	450	600	750		S								
Multiple defendants - Women							150	1.2	150	300	300		S								
Single defendant - Men							60	6.10	360	400	600		S								
Single defendant - Women							60	2.3	120	120	180	1830	S								
Interview Rooms							80	3.6	240	320	400		S								
Kitchenette							100	1	100	100	100		S								
Hearing Room for Bail Hearings							450	1.2	450	450	900		S 11	10 12							
Magistrate							220	1.2	220	200	440		S								
Staff Locker/Toilets							160	2	300	300	300	2140	S								
<b>TOTAL PROGRAMMED SPACE</b>																					

BAIL HEARINGS AND PRISONER HOLDING FACILITIES

PERSONNEL AND FACILITIES	ACCESSIBILITY			ENVIRONMENTAL REQUIREMENTS					COMMUNICATION SYSTEMS					FURNITURE AND EQUIPMENT	SPECIAL DESIGN CRITERIA	REMARKS		
	Public	Restrictive	Secured	Acoustics	Lighting	HVAC	Electrical 110v	220v	Tele- phone	Inter- com	CCTV	video	security				fire	others
Vehicle Sallyport			x	special	30-70	xv				x	x		x			electronic gas control mechanism	x	
Police Car Parking			x	special	30-50	xv				x	x		x	x		electronic gas control mechanism	x	
Gun Lock			x	special	30-50	x				x	x		x	x		gunlock with keys	x	
Prisoner Sallyport			x	special	30-50	x				x	x		x	x		electronic door control	x	
Search Area			x	special	70-100	x				x	x		x	x		table, chairs		
Central Control			x	soundproof	10-30	x	x	x	x	x	C	x	x	x		prisoner control equipment	x	
Central Booking			x	general off.	70-100	x	x		x	x		x	x	x		work surface, chairs typewriter, CRT terminal	x	
Processing:																		
Fingerprinting			x	general off.	70-100	x	x			x			x	x		fingerprinting equipment work surface	x	
Photographing			x	general off.	70-100	x	x						x	x		photographic equipment, table, chairs	x	
Prisoner Holding:																		
Multiple defendants - Men			x	soundproof	30-50	x				x			x	x		fixed seating, stainless steel WCWB unit	x	
Multiple defendants - Women			x	soundproof	30-50	x				x			x	x		fixed seating, stainless steel WCWB unit	x	
Single defendant - Men			x	soundproof	30-50	x				x			x	x		fixed seating, stainless steel WCWB unit	x	
Single defendant - Women			x	soundproof	30-50	x				x			x	x		fixed seating, stainless steel WCWB unit	x	
Interview Rooms			x	general off.	50-70	x			x	x	x		x	x		fixed surface and chairs	x	
Kitchenette			x	general off.	50-70	xv	x	x	x	x			x	x		kitchen facilities to make sandwiches & light meals	x	
Hearing Room for Bail Hearings	x	x	x	courtroom	50-70	x	x		non ring	x	x	x	x	x		111.1 bench, tables, chairs, recording equip., public address PE-3	x	
Mugshots		x	x	general off.	50-100	x	x			x	x	x	x	x				
Staff Locker/Toilets	x	x		general off.	30-50	xv	x			x	x		x			lockers, toilets for men & women officers	x	



STATE OF ALASKA  
OFFICE OF THE GOVERNOR  
JUNEAU

HB 903

February 22, 1980

The Honorable Terry Gardiner  
Speaker of the House  
Alaska State Legislature  
Pouch V  
Juneau, Alaska 99811

Dear Mr. Speaker:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill requested by the Alaska Court System, making a special appropriation to the court system for the purpose of funding the system's Fiscal Year 1981 capital improvement program.

This request was received too late to be incorporated into the FY 81 budget bill and is not included within my FY 81 budget ceiling.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jay S. Hammond".

Jay S. Hammond  
Governor

ALASKA STATE LEGISLATURE

ELEVENTH Legislature SECOND... Session

HOUSE BILL NO. 903

By THE RULES COMMITTEE BY REQUEST OF THE GOVERNOR

"An Act making a special appropriation to the Alaska Court System, capital improvements; and providing for an effective date."

Spec appro, Alaska Court System

Introduced in the House 2/22, 19... 80

HISTORY IN THE HOUSE

19 80  
Feb. 22

Read first time and referred to Committee on Judiciary and Finance

Reported back with recommendation that

Read second time and

Read third time and

PASS	Effective Date
Yeas	Yeas
Nays	Nays
Absent	Absent
Excused	Excused

Reconsideration

PASS	Effective Date
Yeas	Yeas
Nays	Nays
Absent	Absent
Excused	Excused

Reported correctly engrossed  
Signed by Speaker  
Sent to Senate

CHIEF CLERK OF THE HOUSE

HISTORY IN THE SENATE

19

Read first time and referred to Committee on

Reported back with recommendation that

Read second time and

Read third time and

PASS	Effective Date
Yeas	Yeas
Nays	Nays
Absent	Absent
Excused	Excused

Reconsideration

PASS	Effective Date
Yeas	Yeas
Nays	Nays
Absent	Absent
Excused	Excused

Reported correctly engrossed  
Signed by President  
Returned to House

SECRETARY OF THE SENATE

HISTORY IN THE HOUSE

19

Received from Senate

Concurred in Senate amendment thus adopting:  
VOTE

Failed to concur in Senate amendment; asked Senate to recede  
VOTE

Senate receded from amendment  
VOTE

Senate failed to recede from amendment  
VOTE

CC appointed by House

CC appointed by Senate

CC adopted by House  
VOTE

CC adopted by Senate  
VOTE

To enrolling  
Reported correctly enrolled  
Sent to Governor

..... by Governor

Filed with Lt. Governor

Chapter No. ....