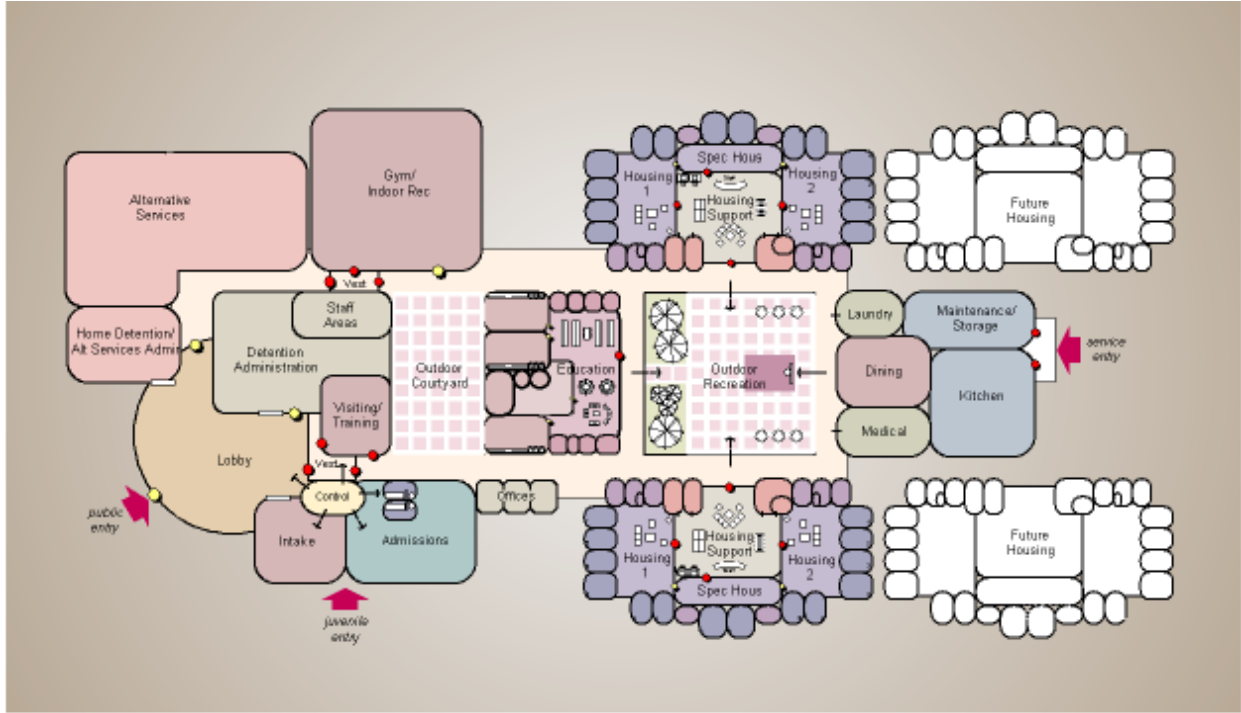


**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

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**Tippecanoe County Juvenile Justice Facilities Planning**

**Final Report**



SEPTEMBER 9, 2005

**Michael J. McMillen, AIA**  
**Champaign, Illinois**

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Introduction**

In April, 2004, Tippecanoe County authorities received the *Youth Center Feasibility Study and Master Plan* prepared by Huskey & Associates, Inc. This document inventories existing youth-related services provided by Tippecanoe County and provides a trends analysis and capacity projections indicating current and future county needs with regard to secure residential services and community-based alternatives. To better serve county youth, and as a means of reducing out-of-county placements, the *Feasibility Study* recommends the development of:

- a Juvenile Crisis Center (5 beds) - associated with central Intake and Assessment, this staff secure unit would provide a short term alternative to detention for delinquent and status offenders;
- a Secure Detention Center (36 beds) - serving 32 Tippecanoe County youth and four youth from out-of-county, the proposed component would provide 16 beds for youth awaiting hearings and placement, 16 beds for youth sentenced to the facility for disposition, and four beds for out-of-county use (may be part of housing for Tippecanoe County youth);
- Temporary Observation/Isolation (4 beds) - for mental health observation and/or medical isolation. These beds would be located away from housing;
- a new Adolescent Residential Treatment Center (24 beds) - a staff secure residential component for both CHINS youth and probationers/violators demonstrating mental health and substance abuse treatment needs. This population is currently served by the Cary Home;
- expanded Foster Care Programs - for structured and therapeutic treatment of youth in the community in private family homes, similar to 17 homes currently available in the county;
- expanded Alternative Programs (Non-residential) - including home detention, intensive supervision, educational alternatives (JAMS, JEDIS, ATLAS) and afterschool/evening reporting. SHOCAP, FOCUS and other alternative program expansion is also encouraged.

These recommendations were developed in response to anticipated needs projected by the master planning study and in close cooperation with county authorities who identified service priorities for the future.

In July, 2004, Huskey & Associates submitted the *Operational and Space Plan Report* for the proposed Tippecanoe County Youth Center. This study proposes the development of a multiservices youth center including the following components:

- secure juvenile detention - 36 beds, with 8 beds for preadjudicated males, 16 beds for adjudicated (treatment) males, 8 beds for females (pre- and post-adjudication), and four segregation beds (not part of population);
- intake and assessment - with initial processing and associated temporary crisis housing (5 beds);

## **Tippecanoe County Juvenile Justice Center**

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- central programs center - with space for expanded community services programs and administration such as home detention, electronic monitoring, JAMS, JEDIS, ATLAS, FOCUS, and truancy mediation, among other services for out-of-custody youth; and
- full juvenile court and related court functions - including court hearings and support spaces for both CHINS/status and delinquency proceedings, prosecutor offices, public defender offices, CASA offices and juvenile probation offices.

The *Operational and Space Plan Report*, prepared with input from participating county agencies, identifies county priorities for future facility development, with space allocations for each component provided along with estimated development costs.

## **Tippecanoe County Juvenile Justice Center**

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#### **Verification Process and Findings**

The Tippecanoe County Commissioners, to ensure that facility development would proceed in a manner consistent with county needs and advanced practices, decided to verify specific operational and space requirements for the proposed Juvenile Justice Center project. This process involved a review of all previous planning documents and extensive interviews with court and program staff.

Ongoing examination of county priorities has verified that secure detention/treatment capacity within the county, as well as expanded alternative services, are essential for more efficient, cost effective and improved services to youth.

In particular, county authorities have expressed a desire for:

- a secure facility to accommodate both sentenced juveniles and juveniles awaiting hearings (26 to 30 beds);
- an intake/assessment component for all youth referred to juvenile court;
- an expanded alternatives program component providing services (education, monitoring, supervision, intervention) similar to those now provided at Cary Home but more comprehensive in nature; and
- an expanded nonsecure treatment program for sentenced females (6 to 8 beds), similar in character to residential services now provided at Cary Home.

Court hearing functions, though included in the *Operational and Space Plan Report*, are now considered of secondary importance for initial development. Although planning should account for future inclusion of full court-related services, including hearings and offices, prosecutor, public defender and CASA, these functions should not be developed until the need for two fully operational courtrooms and associated staffing (for both family court and delinquency hearings) are required by expanding caseloads. Until that time, juvenile court functions should remain in current locations to ensure continued maintenance of essential support and to avoid potential isolation of court staff. Facility planning efforts, however, should include documentation of space and location requirements for future court expansion.

*Planning efforts have focused on the development of a new Juvenile Justice Center including secure residential services, an intake/assessment component, and an expanded alternatives services program (JAMS, JEDIS, ATLAS, FOCUS, truancy mediation and electronic monitoring) that shares indoor recreation space with secure residential programs on a time-phased basis. Expanded nonsecure treatment will occur at the Cary Home site.*

Secure residential programs, with capacity now set at 26 to 30 beds, are reduced in size from the previously defined 36 beds, in recognition of court priorities that specify the use of least restrictive settings. Many females that might be held in restrictive custody can be managed and treated appropriately in nonsecure programs of the type now provided at Cary Home. To this end, court authorities have determined that 6 to 8 nonsecure treatment beds (beds that otherwise would be in secure custody) represent an appropriate response to juvenile and community needs. The development of an eight bed female treatment component at Cary Home reduces the need for secure construction by eight beds. The decision to locate eight

## **Tippecanoe County Juvenile Justice Center**

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additional female treatment beds at Cary Home recognizes the quality of programming now in place at Cary Home and the support available for expanded operations of suitable character.

The use of expanded nonsecure programming is equally important with regard to ongoing operational expense. Juveniles placed in nonsecure care are eligible for a percentage of reimbursement of costs as is now the case for Cary Home operations. Such reimbursement is not available for secure custodial operations.

Since core staffing, administration and support services for nonsecure residential operations are already provided at Cary Home for males, local authorities have determined that additional nonsecure treatment capacity (up to eight beds) could be developed at Cary Home. Existing residential programs would remain in place, with new housing and program space developed immediately adjacent to the existing building. This approach presents several advantages to the County, including:

- continuing use of the site for juvenile purposes,
- cost effective staffing patterns,
- flexible housing assignments in response to shifting male/female ratios (while IV-E capacity requirements are maintained), and
- the potential upgrade of program areas for all youth (recreation, medical, visiting, food services) served at Cary Home.

This verification report examines specific space requirements for all proposed new construction (secure detention and treatment, nonsecure alternative programs, and support areas) at the proposed Tippecanoe County Juvenile Justice Center. In addition, it documents space requirements for nonsecure female treatment expansion at the Cary Home site and for courts expansion at the Juvenile Justice Center. Functional relationships (adjacencies) between all operational components are examined graphically through a series of diagrams illustrating preferred connections, circulation and access control points. These diagrams will be used to guide architectural plan development in subsequent project phases.

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Juvenile Justice Center Planning**

##### **Secure Detention - Housing**

The development of a 26 to 30 bed secure facility of the type now envisioned presents considerable challenges and opportunities. As currently envisioned, it will serve male and female youth awaiting hearings and sentenced for treatment purposes. This will permit the county juvenile justice system the broadest possible latitude in responding to juvenile and court needs during all stages of the juvenile justice process. It will also provide the greatest opportunity for reducing juvenile placements outside the county for both pretrial and dispositional purposes. Placements with both private and state agencies can be reduced considerably.

At the same time, despite the relatively small capacity now proposed, juvenile justice authorities recognize the need for multiple housing areas so that discrete populations can be maintained separately - males separate from females, aggressive youth separate from more passive youth, sentenced youth separate from preadjudicated youth. A minimum of four housing units, each with six sleeping rooms and associated dayroom is required to afford appropriate classification and directed program activities. Current planning calls for housing units to be grouped in pairs, with each pair sharing a common, open multipurpose area for expanded activities and larger group functions.

To ensure the most flexible classification, an additional small unit of at least two sleeping rooms will be attached to each multipurpose space to accommodate overflow from the six-bed units and to provide separate housing when needed for special populations. Total capacity with this organization is 28 youth. The two bed units could be expanded to three beds for little additional cost to provide a total 30 bed capacity if desired.

Housing and core services should be organized to permit the future development of up to four six-bed housing units and associated multipurpose and special housing areas.

##### **Secure Detention - Education**

Educational services for detention are centralized outside of housing areas and will not be shared with nonsecure alternative services to be developed elsewhere in the facility. Three classrooms and a shared multipurpose area with library, computer use, and group meeting functions are planned. Classrooms are sized for use by up to 12 juveniles with instruction areas, storage, and three computer stations. With an initial facility capacity of 28 youth and four teaching spaces (three classrooms and one multipurpose), class sizes of 6 to 8 youth will be practical. Smaller spaces could be developed, but educational areas are intended to support a capacity of up to 56 youth in the future in the event of housing expansion.

A teacher workroom, office space, clerical support, academic supplies storage, and resident and staff restrooms will be included within the educational component so that all academic activities are self-contained, with resident movement to other areas minimized.

##### **Secure Detention - Food Services**

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All meals for detained youth and youth attending afterschool programs in nonsecure areas will be prepared onsite in a central kitchen. The kitchen should be sized to accommodate the preparation of up to 266 meals daily (72 for detention residents and staff three times daily, 50 additional meals for youth in alternatives programming), with onsite dry and cold food storage for a minimum of three days. Deliveries are anticipated each day as necessary.

Meals will be served to detention residents in a central dining area convenient to both housing and education areas. Residents and staff will dine in the same area at the same time, with dining for up to 36 users per sitting (28 residents and eight staff). Shift dining will be employed to the extent necessary to ensure appropriate separation between various residential groups. Residents of multiple classifications may dine in the same area at staff discretion; seating arrangements and staff supervision will ensure appropriate separation and management. The dining space may also be used for large group assembly, crafts, and life skills education.

Detention residents will be served directly from the kitchen via a serving line. Meals and snacks will be delivered to nonsecure areas for youth in alternatives programming.

#### **Secure Detention - Visiting**

Family visiting and involvement with youth are seen as critical to the treatment mission of the proposed residential program. To encourage family participation, defined meeting areas suitable for both group and private contact visitation will be provided. These areas, though secure, will be separate from residential program areas and located near the public lobby so that the public need not enter residential spaces.

Group visiting for up to 24 residents, staff and the public is required, with individual visiting rooms attached to facilitate private conversations and attorney/client interviews. Group visiting space will also be used for staff training and other functions involving the public at staff discretion. Non-contact visiting rooms are not required. Social services offices will be located nearby to work with both residents and families.

All detention visitors will be received by staff located in a central control station, with access to visiting controlled exclusively by these staff. Supervision of visiting areas by the central control station is also desired.

#### **Secure Detention - Recreation**

Both indoor and outdoor recreation are required for detention residents. Large muscle indoor recreation will take place in a small, half-court gymnasium space suitable for basketball, volleyball, aerobics and other group activities. A attached fitness room for stationary equipment and exercise is desired to provide youth a full range of health-oriented activity. Both the gym and fitness room should be accessible to the public and to youth participating in nonsecure alternative program activities at the facility. Controlled access for both resident and non-resident groups is essential since time-phased use will occur - the gym will be secure when used by detention residents and nonsecure when accessed by non-resident youth and/or the public.

More passive recreation activities (e.g., table games, reading, computer skills, audio-visual presentations) will take place in multipurpose spaces located in housing.

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Outdoor recreation areas should afford opportunities for active group play as well as more quiet pursuits such as dining, classwork and other special activities. Large play areas (ballfields) are not required. Hardsurface space that is easily maintained and can be used for a variety of activities is desired. To the extent possible, outdoor space should be easily accessible to all housing and program areas to support a range of desired activities. At the same time, outdoor space regularly used by residents should not be easily accessible to or viewed by the public.

#### **Secure Detention - Health Services**

A small medical component is planned so that residents have ongoing access to health services - sick call, medical examination, medications dispensing and treatment of minor injuries. This component will primarily serve detained youth, though medical staff be made available to youth attending nonsecure alternative programs. Close proximity to detention housing and program areas is required, with easy access to admissions areas. Immediate access to nonsecure areas is not a priority.

The medical component will include a medical examination room, a dental examination room, a nurse's workstation, a medical office for visiting professional staff and storage space for medical supplies, records and medications. Infirmary (overnight) care is not required. Juveniles requiring more intensive medical treatment for illness or injury will be transported to offsite locations as required.

#### **Secure Detention - Administration and Staff Areas**

Administration, staff areas and the public lobby are nonsecure spaces located outside of the secure residential perimeter. Access to the public lobby will be controlled, with all visitors screened upon entering the facility. Ideally, all staff reporting for duty will be visually screened by central control before entering secure residential areas. Juveniles attending alternatives programs in nonsecure areas will also be screened prior to entering these areas.

Administration, featuring all required clerical, office and support areas, includes space for staff meetings, records storage and MIS/central computer functions. Administrative staff will provide public reception during business hours. Staff areas, including breakroom, lockers and restrooms, should be closely associated with administrative spaces to promote contact between administration and residential staff. The breakroom is intentionally located outside the secure perimeter so that residential staff must formally leave their posts during break periods. Shift change will take place on the floor in residential areas to ensure continuing staff coverage.

A staff entrance separate from the public lobby is not required but may be developed if controlled access to secure areas is maintained.

#### **Secure Detention - Admissions**

The admissions component provides all secure processing into the facility. Separate from Intake Reception (a staff secure function), admissions includes space for juvenile waiting and holding, initial search and shower, and clothing/property storage. A staff work space will be available for initial interviews and paperwork and should be located to provide direct staff supervision of all admissions areas.



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Two secure holding rooms are provided so that juveniles can be separated and/or physically controlled as necessary in response to threatening behavior while awaiting escort to residential areas. These rooms may also be used for temporary administrative segregation of youth exhibiting disruptive behavior while in residential custody and for youth who may require more intensive supervision in response to self-damaging (suicidal) behavior. It is anticipated that these holding rooms will serve as a resource for the Intake Reception function, i.e., when a youth waiting temporarily for transfer or release at intake requires a private room for sleeping or other management purposes. County authorities have requested that the central control station be arranged to provide direct visual supervision of the holding rooms to ensure continual observation of youth when other staff are not present.

Admissions will connect directly to Intake Reception and to a vehicular sally port for law enforcement use. Transfers of juveniles in detention to offsite locations or other residential programs will also occur through this area.

Admissions will only be staffed when juveniles are present.

#### ***Intake Reception and Processing***

Intake reception and processing incorporates many of the functions previously envisioned for a Crisis Center component. Youth referred by law enforcement will arrive at the Intake Reception and Processing component located outside the primary security perimeter. A juvenile waiting area, supervised from central staff work space, is provided along with two interview rooms that may be used for private waiting as required. Interview and conference rooms are available for private conversations with youth and family members. Public access occurs through a separate entry connected to the public lobby of the facility, with access controlled by staff.

Intake processing involves initial case investigation and police reporting so that a decision can be made regarding appropriate placement and services to be provided for each youth. After initial processing is complete, juveniles may be released to parents or transferred directly to juvenile detention via the Admissions area. In many instances, juveniles may have to wait at Intake for extended periods. A separate waiting area, easily supervised by staff and suitable for passive activities and occasional meal service, is provided for this purpose. Juveniles who exhibit aggressive or other uncontrolled behavior may be temporarily confined in holding rooms located in the adjoining Admissions area. Sleeping rooms within the Intake component are not required at present but may be incorporated for temporary use by juveniles awaiting release or transfer to other programs.

Law enforcement and juvenile access to Intake may occur through the vehicle sally port and security vestibule associated with the Admissions component. Law enforcement and juvenile access through the public lobby is not desired.

#### ***Alternative Programs Areas***

Several alternative programs now located at Cary Home - JAMS/Evening Report, ATLAS (alternative school), and JEDIS (alternative school sanction) - will be relocated to the proposed Juvenile Justice Center. In addition, the Juvenile Alternatives program (home detention and community services) will be incorporated at the new facility. All of these programs are nonsecure, and juveniles in these programs will not participate in programs within secure areas of the facility. The only space to be shared by nonsecure and secure detention programs will be

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indoor gymnasium space that can be made available on a time-phased basis. Non-resident youth will not enter any secure areas, and resident youth will not leave secure spaces.

The JAMS, ATLAS and JEDIS programs primarily require classroom and educational support space as indicated in the program. Home detention and community services areas include staff work space and interview, drug testing and equipment storage areas. Nonsecure construction is anticipated throughout, with access to various program areas controlled by staff.

JAMS and ATLAS programs will each accommodate 30 youth. The JEDIS program will support up to 15 youth.

Separate space for central treatment functions, including the Focus program, family counseling and associated staff work, is also provided. These spaces (conference, group and interview rooms) will be available for use by all alternative programs located at the facility and by other programs requiring meeting space.

At present, multipurpose space for use by all programs is planned. The multipurpose space will permit group presentations, meal service as appropriate, table games if desired, and other directed activities at staff discretion. Although now programmed as separate space, these functions may be incorporated in other program space as design efforts proceed.

Administrative office space that supports management of all alternative programs, including program offices, accounting, conference and clerical activities, will be provided in close association with program areas.

Juveniles attending programs on site will be screened in public lobby areas prior to entering program spaces. If lobby space will eventually support access to court hearing functions, a separate entry for juvenile program access may be desired.

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Female Treatment / Cary Home Planning (Nonsecure)**

Though not addressed in the *Operational and Space Plan Report*, court authorities believe that a specialized, staff secure treatment unit for females will prove advantageous for the county. The availability of a small female treatment unit similar to those now in place for males at Cary Home will permit juvenile females to remain in the community, receive local services, enhance family intervention and contact with youth, and reduce placements made outside the county at state agencies and private treatment programs. Equally important, secure beds originally considered necessary at the proposed Juvenile Justice Center for these youth can be eliminated, with more directed and appropriate treatment services provided. By locating a female treatment unit at Cary Home, existing staff and support resources can be used to best advantage, and improvements benefitting all residents may be implemented.

#### **Female Treatment Unit**

The female treatment unit itself is now planned to include living and sleeping space for eight youth. A combination of single and double sleeping rooms will permit adequate separation of residents. No toilets in sleeping rooms are required. Living space will support passive group and individual activities, including counseling, reading, television viewing, computer use, homework, crafts, table games and snacks. A small galley area will permit residents to prepare snacks and participate in life skills activities. A laundry room is provided so that residents can do their own laundry. Office space for both supervision and therapeutic staff will adjoin the central living/activity space. Direct access to outdoor space from living areas is desired.

Female residents will take part in various activities (dining, medical services, visiting, special treatment programs) in the existing Cary Home structure, with access controlled by staff as required. Recreation program space proposed as part of this project will be available to both female and male residents. Male and female residents may attend various program functions together at staff discretion and under exclusive control by staff, but most program activities are intended to occur independently for each group.

Females will participate in a range of in-community programs and activities, including education. Females arriving from external activities should be able to access the Female Treatment Unit directly, i.e., without moving through existing Cary Home spaces. All female resident access and egress will be directly monitored by unit staff, with support from other program staff as required.

Analysis of the existing Cary Home demonstrated that the existing building cannot be easily and cost effectively converted for expanded residential uses. Housing for female residents will be new construction, with interior connections to the existing building required.

#### **Support Program Expansion**

With the development of a new female treatment component at Cary Home, county authorities have indicated that enhanced program and support services for all residents may be explored. Specific areas for improvement include onsite recreation, visiting, medical examination, education, staff areas, and food services.

Indoor recreation is considered essential as a means of providing residents with continuing opportunities to expend youthful energy. A small indoor recreation center suitable for

## **Tippecanoe County Juvenile Justice Center**

### ***Architectural Program Verification***

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basketball, aerobics and other active games is proposed for this purpose along with a separate area for stationary fitness equipment. These spaces will be developed via new construction and sited for easy access by both male and female residents.

Since afterschool education and evening report functions are proposed for development as part of the Juvenile Justice Center, space will be available within the existing Cary Home structure to implement improved education support space for resident use during afternoon and evening hours. Space vacated by JAMS/Evening Report, ATLAS, and JEDIS programs may be further modified to support enhanced family visitation so that public access and contact with residents is more easily managed. Medical services and staff work areas may be similarly enhanced, as will individual and group counseling space.

Although not immediately required, food service and dining renovations may also be considered. Existing conditions within food service areas are not consistent with advanced practices for residential services, and additional resident capacity may pose problems. With proposed renovations and new construction at the facility, the county will commit to long-term operations at the site, and food service modifications will be more easily accomplished as part of the planned construction process.

# Tippecanoe County Juvenile Justice Center

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## Architectural Program Verification

### Architectural Program

This architectural program builds upon information originally developed in the *Operational and Space Plan Report* completed in July, 2004. Modifications requested by county authorities are reflected in each of the functional components identified herein.

The following pages present space tables listing all required spaces for all functional components of the proposed Tippecanoe County Juvenile Justice Center, along with diagrams illustrating desired spatial adjacencies, i.e., the most appropriate connections between spaces. Many spatial options have been explored. Those appearing in this report represent the operational priorities preferred by county authorities and service providers as the most suitable to provide effective security, intervention and treatment for all youth served.

Each space table identifies the total net square feet, or useable area, required for each space and for each component at the Juvenile Justice Center. Area summaries tables for both detention areas and alternative services areas define the grossing factors necessary to determine the total size of required construction, including net areas, mechanical spaces, circulation, and wall thickness.

The Juvenile Justice Center will initially include residential and service areas for secure detention and separate program areas for alternative services such as JAMS (Evening Reporting), ATLAS (Alternative School), JEDIS (Alternative School Sanction), Juvenile Alternatives (Home Detention, Community Services) and central treatment functions. In addition, expanded treatment for females at the Cary Home is also proposed. Space tables indicating total areas required in support of this function are also provided.

Although courts and courts related functions are not proposed for development initially at the Juvenile Justice Center, these functions may be incorporated at the facility in the future. County authorities have specified that courts expansion at the Juvenile Justice Center will include a full complement of hearing and support spaces, as well as space for the CASA, Prosecutor and Public Defender functions. Courts will not be developed unless all juvenile court-related functions can be implemented at the Juvenile Justice Center. Space tables indicating spaces required for all juvenile court and related functions are provided.

Preliminary cost estimates for all currently proposed and future juvenile justice components at both the Juvenile Justice Center and the Cary Home are provided.

### Area and Cost Summary (Initial Construction)

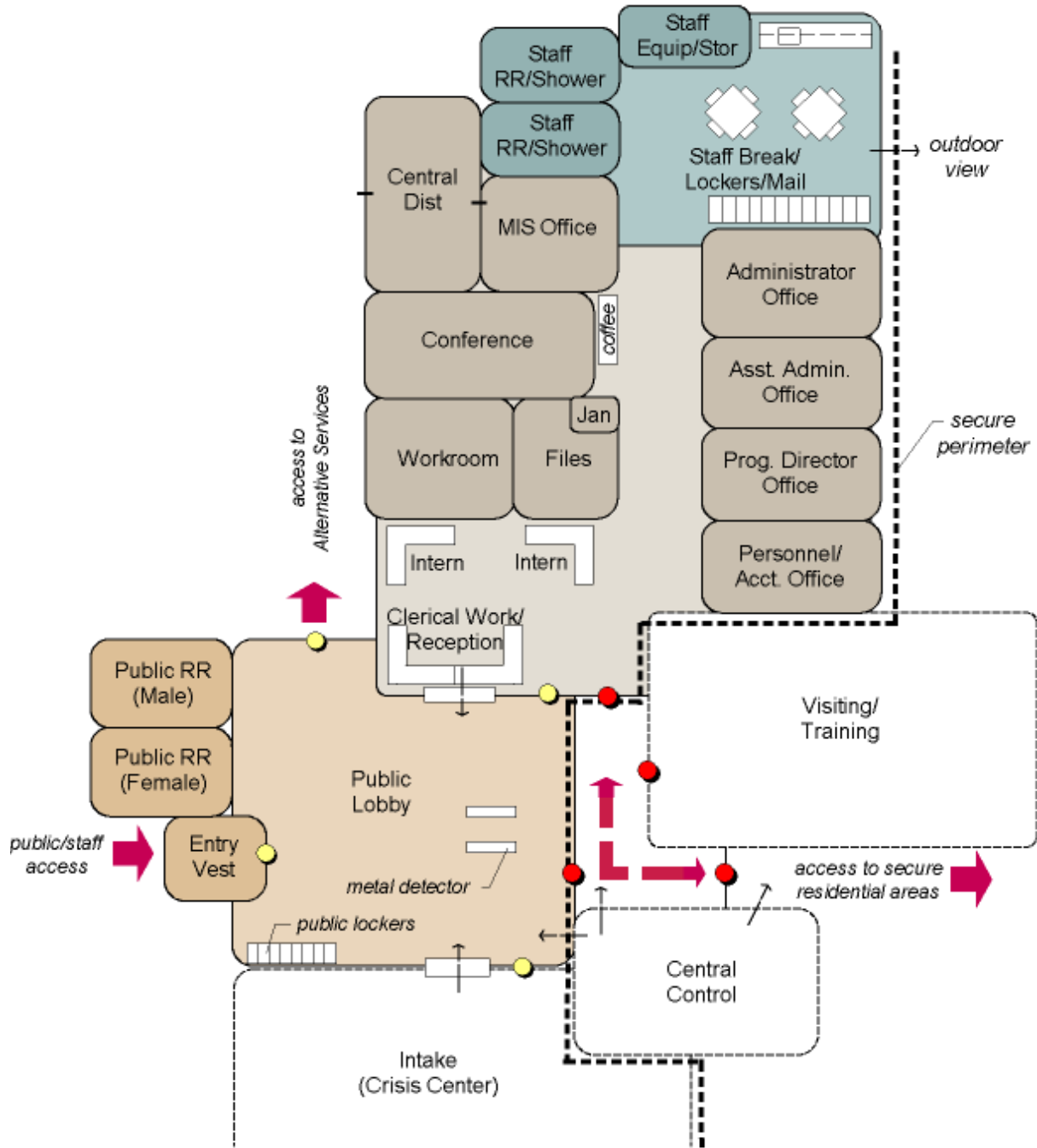
	<b>Total Area</b>	<b>Estimated Cost</b>
<b>Juvenile Justice Center</b>		
Secure Detention	35,608 Gross SF	\$10,815,930
Alternative Programs	16,930 Gross SF	3,074,063
Cary Home (Female Treatment and Upgrades)	11,789 Gross SF	2,059,437
<b>Totals</b>	<b>64,327 Gross SF</b>	<b>\$15,949,430</b>
<b>ADMINISTRATION</b>		

**Tippecanoe County Juvenile Justice Center**  
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<b>Component Name: ADMINISTRATION - 1.000</b> <b>Subcomponent: Administration and Lobby</b> <b>Component Number: 1.100</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
<b>Public Lobby</b>					
1.100	Public/Staff Entry Vestibule	40	1	40	
1.101	Public Lobby	375	1	375	seating for 25 users, phone alcove, drinking fountain
1.102	Metal Detector	50	1	50	in lobby, access to secure detention and courts areas
1.103	Visitor Storage Lockers	20	1	20	access from lobby
1.104	Public Restrooms	100	2	200	male and female
<b>Administration</b>					
1.105	Clerical Work Area/Reception	180	1	0	two stations, with waiting (4 spaces) for visitors, counter at public lobby
1.106	Administrator's Office	160	1	160	w/small conference
1.107	Asst. Administrator's Office	120	1	120	
1.108	Program Director Office	120	1	120	
1.109	Intern Workroom	140	1	140	2 workstations
1.110	Personnel/Accounting Office	120	1	120	locate near clerical and Administrator Office
1.111	Conference Room	160	1	160	10 - 12 users
1.112	Workroom/Equipment	150	1	150	office equipment, central computers
1.113	Files /Supplies Storage	80	1	80	
1.114	MIS Office/Workroom	140	1	140	
1.115	Central Distribution/Computers	160	1	160	
1.116	Coffee Station	10	1	10	
1.117	Staff Restroom	0	-	0	use RR in staff areas
1.118	Janitor Closet	20	1	20	
<b>Total Net Square Feet</b>				<b>2,065</b>	

<b>Component Name: ADMINISTRATION - 1.000</b> <b>Subcomponent: Detention Staff Areas</b> <b>Component Number: 1.200</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
1.200	Staff Break/Lockers/Mailroom	320	1	320	male/female staff, access from public lobby and/or admin areas, includes wet counter, vending, seating/tables for 8, and 36 half-height lockers
1.201	Staff Equipment/Storage	80	1	80	
1.202	Staff Restrooms	80	2	160	single user, ADA access (male/female), with showers
<b>Total Net Square Feet</b>				<b>560</b>	

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**Detention Administration & Staff Areas Diagram**

- secure access control
- secondary access control

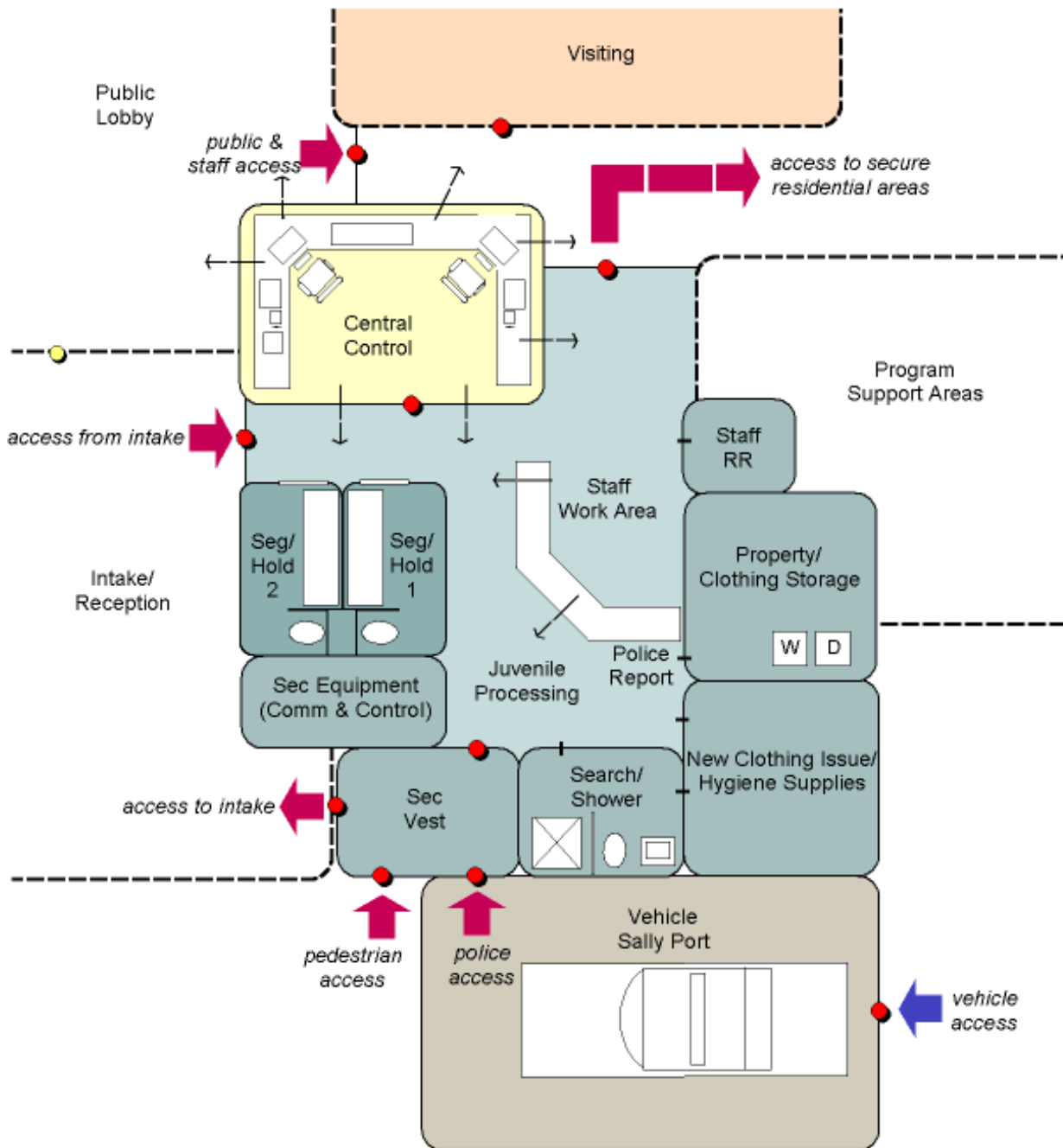
**Tippecanoe County Juvenile Justice Center**  
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**Component Name: ADMINISTRATION - 1.000**  
**Subcomponent: Admissions and Control Station**  
**Component Number: 1.300**

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
1.300	Vehicle Sally Port	380	1	380	single vehicle, permit small van, drive through desired
1.301	Sally Port (Pedestrian Access)	40	1	40	access from secure parking
1.302	Juvenile Waiting/Processing	150	1	150	seating for two, at staff counter
1.303	Staff Work Area/Counter	120	1	120	interview station and files, at juvenile waiting area
1.304	Police Report Workstation	60	1	60	at staff work area
1.305	Search/Shower	80	1	80	with toilet
1.306	New Clothing Storage/Issue and Hygiene Supplies	150	1	150	hygiene supplies, janitor sink, shelving
1.307	Juvenile Property & Clothing Storage	180	1	180	w/locked cabinet for resident valuables
1.308	Soft Seclusion Room	-	-	0	no toilet
1.309	Holding /Admin Segregation Room	70	2	140	with toilet
1.310	Control Station	160	1	160	two workstations, counters w/files storage, priority view to staff access and admissions holding rooms and processing area, potential view to public lobby/reception and/or visiting
1.311	Staff Equipment Storage	-	-	0	see staff areas
1.312	Staff Restroom	50	1	50	near control, in admissions area if colocated
1.313	Security /Communications Equipment Room	80	1	80	
1.314	Shift Supervisor Office	100	1	100	locate in residential areas
<b>Total Net Square Feet</b>				<b>1,690</b>	



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**Detention Admissions Diagram**

- secure access control
- secondary access control

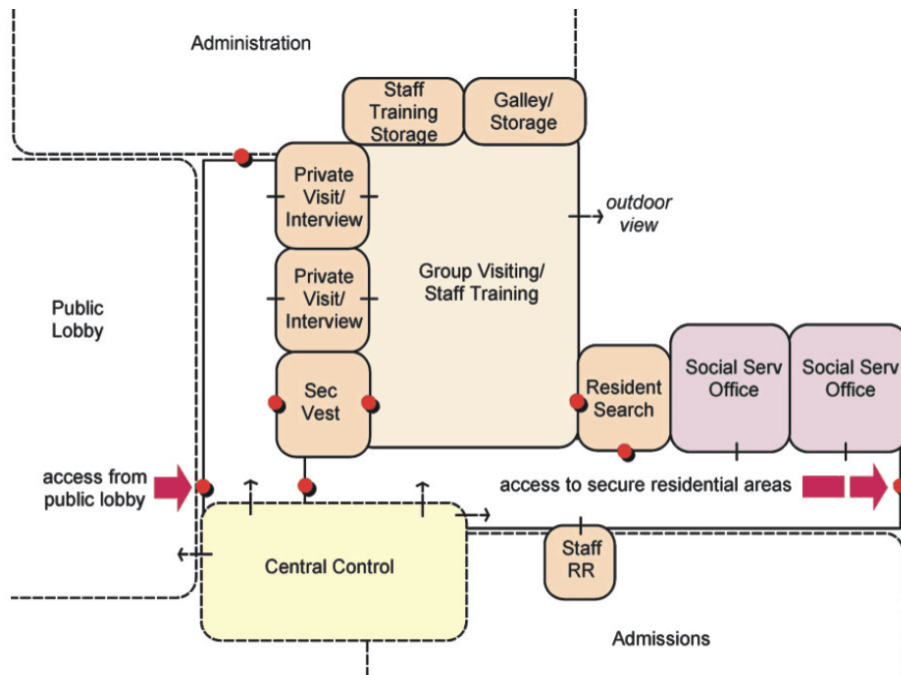
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## Architectural Program Verification

### RESIDENTIAL PROGRAMS

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
<b>Component Name: RESIDENTIAL PROGRAM AREAS - 2.000</b>					
<b>Subcomponent: Visiting</b>					
<b>Component Number: 2.100</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
2.100	Group Visiting/Staff Training Room	480	1	480	24 users, visiting and staff training, movable furnishings, natural lighting
2.101	Private Visiting/Interview	80	2	160	4 users, access from group visiting, separate access for professional visitors
2.102	Equipment/Training Storage	80	1	80	with counter/cabinets and sink
2.103	Galley Counter/Storage	80	1	80	
2.104	Social Services Offices	100	2	200	professional and visiting staff, easy access between visiting and residential areas
2.105	Resident Search	80	1	80	after visiting, may not be required
2.106	Restrooms	50	1	50	single user, outside group visiting, unisex, ADA access, use by staff during training
2.107	Restroom (Resident)	0	-	0	
2.108	Security Vestibule	80	1	80	access from public lobby
<b>Total Net Square Feet</b>				<b>1,210</b>	

Note: To facilitate management of visiting process, no public or resident restrooms provided at visiting.



**Detention Visiting Diagram**

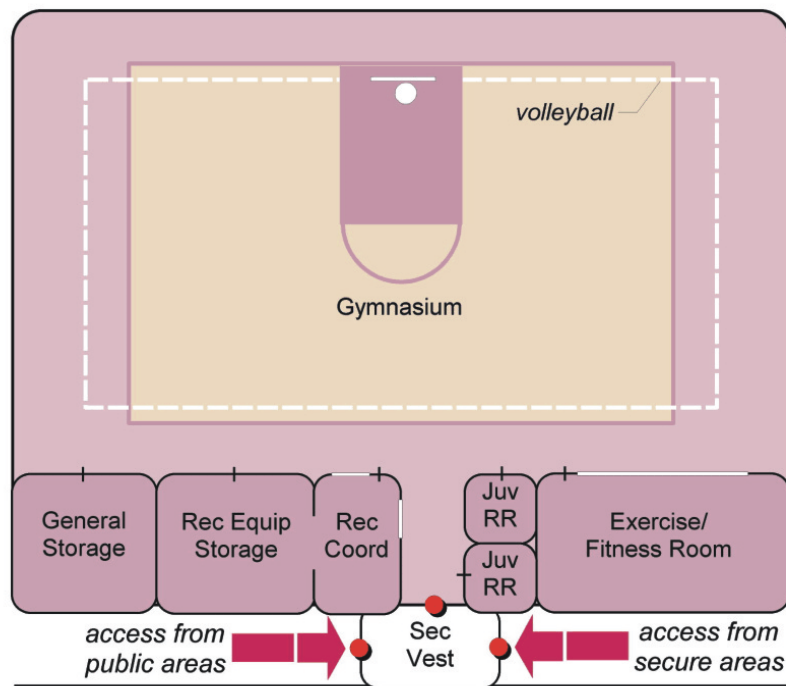
● secure access control      ● secondary access control

# Tippecanoe County Juvenile Justice Center

## Architectural Program Verification

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
<b>Component Name: RESIDENTIAL PROGRAM AREAS - 2.000</b>					
<b>Subcomponent: Recreation/Fitness</b>					
<b>Component Number: 2.200</b>					
2.200	Gymnasium	2,800	1	2,800	small half-court, with windows, separate access for use by public, visitors, onsite alternative programs
2.201	Exercise/Fitness Room	280	1	280	stationary equipment, 8 stations, may be separate room or alcove in gym, supervision from gym required
2.202	Storage (Chairs and Risers)	140	1	140	
2.203	Recreation Equipment Storage	140	1	140	rec. equip and chairs
2.204	Recreation Coordinator Office	100	1	100	at rec. equip storage
2.205	Resident Restroom	50	1	50	single user
2.206	Staff Restroom	50	1	50	
2.207	Outdoor Recreation	-	-	-	hard & soft surfaces
2.208	Passive Recreation	-	-	-	see housing areas
<b>Total Net Square Feet</b>				<b>3,560</b>	

Note: Gym area may be used for group visiting or for events involving the public/visitors. Permanent stage area not required - movable risers will suffice for occasional special events.



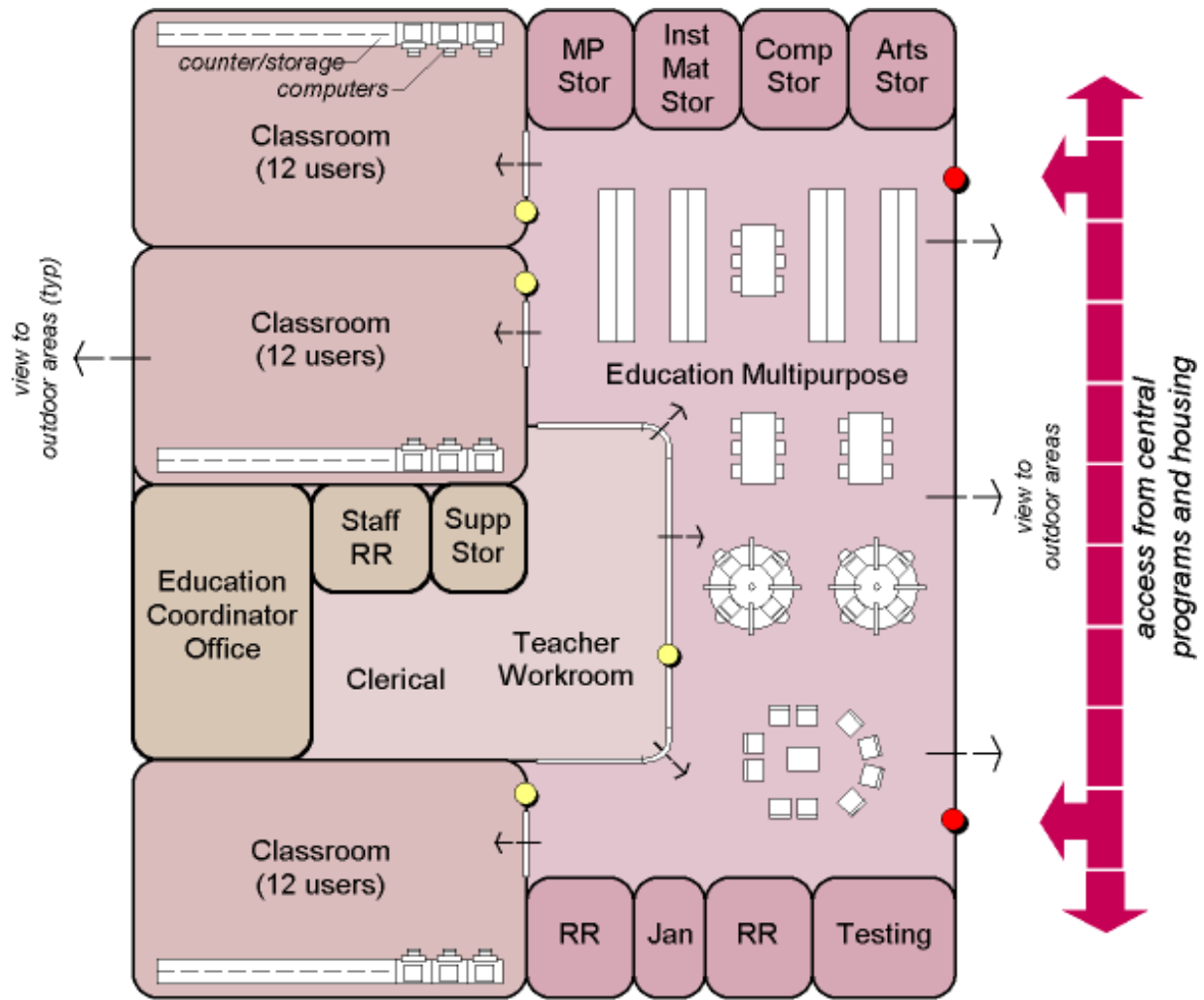
**Indoor Recreation Diagram**

● secure access control      ● secondary access control

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

<b>Component Name: RESIDENTIAL PROGRAM AREAS - 2.000</b> <b>Subcomponent: Academic Education</b> <b>Component Number: 2.300</b>					
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
2.300	Student Commons/Library/ Multipurpose Activities	900	1	900	36 users, educational activities, arts and crafts, large group functions, movable furnishings, 8 computer stations, library shelving and work areas
2.301	Multipurpose/AV Storage	50	1	50	locked room
2.302	Instructional Materials Storage	50	1	50	locked room
2.303	Computer Instruction Storage	50	1	50	locked room
2.304	Arts & Crafts Storage	50	1	50	
2.305	Classrooms	420	3	1,260	12 users, 3 computer stations, counter/cabinet storage, direct visibility from Education Multipurpose
2.306	Classroom Storage	20	3	60	locked cabinet and counters in each classroom
2.307	Life Skills Room	-	-	0	see food services
2.308	Life Skills Storage	-	-	0	see food services
2.309	Testing/Quiet Rooms	65	1	65	individual work, time out, private interview, vision panel in door
2.310	Teacher Workroom	280	1	280	work counters, files, equipment, 4 users
2.311	Principal Office/Education Coordinator	160	1	160	@ teacher workroom. With small conference
2.312	Clerical Support	80	1	80	@ teacher workroom
2.313	Supplies Storage	40	1	40	
2.314	Staff Restroom	50	1	50	@ teacher workroom, ADA access
2.315	Student Restrooms	50	2	100	ADA access
2.316	Janitor Closet	20	1	20	
2.317					
2.318					
2.319					
<b>Total Net Square Feet</b>				<b>3,215</b>	

*Note: Educational program areas are sized to support a capacity of up to 52 to support future expansion. This arrangement will support small group function (6 to 8 person groups in all classrooms) prior to expansion. Life Skills area at dining may not be required.*



**Detention Education Diagram**

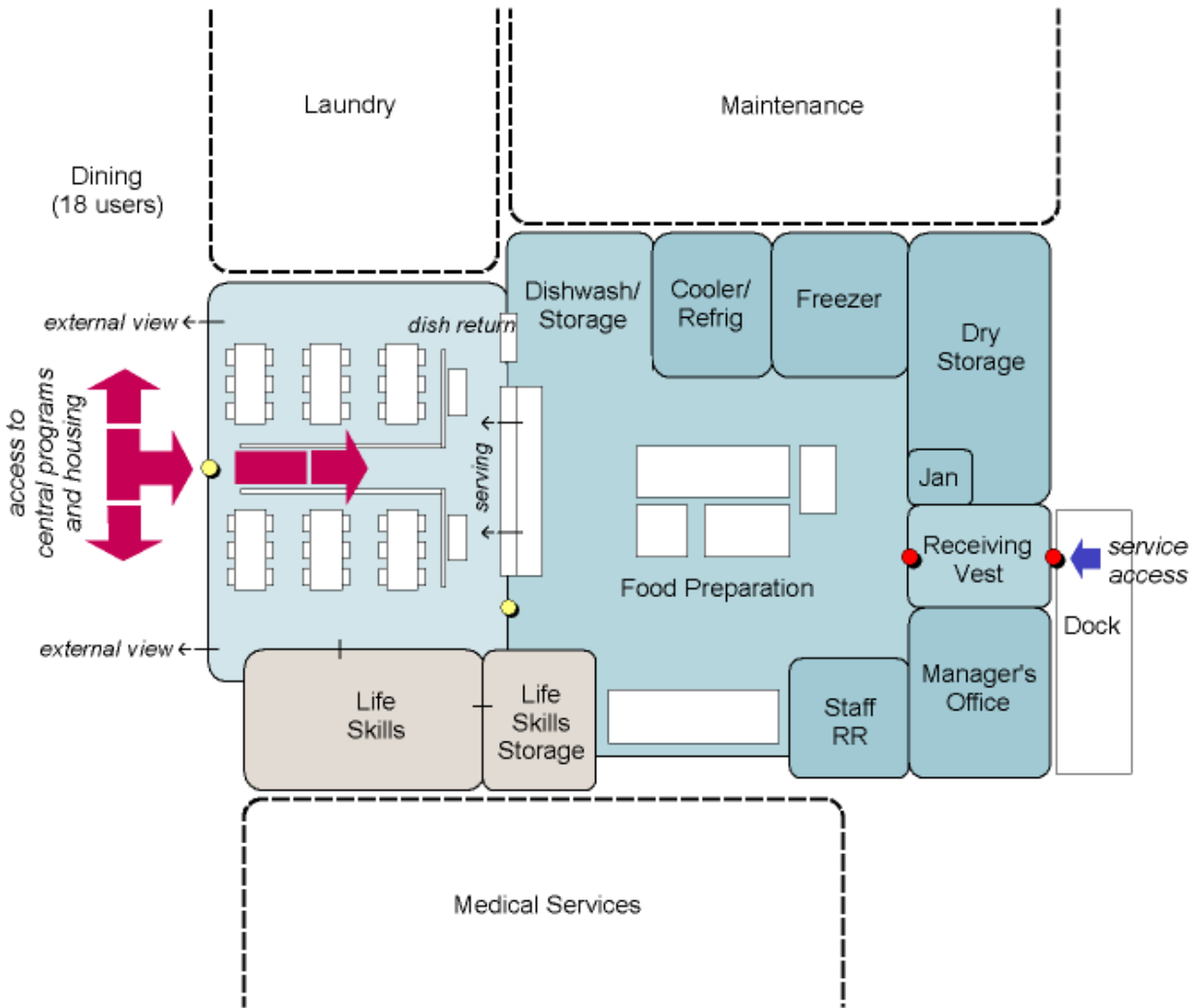
- secure access control
- secondary access control

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

**RESIDENTIAL SERVICES**

<b>Component Name: RESIDENTIAL SERVICES - 3.000</b> <b>Subcomponent: Food Service/Dining</b> <b>Component Number: 3.100</b>					
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
3.100	Resident/Staff Dining	540	1	540	36 users at one dining shift, residents and staff, movable tables and chairs, handwash area, access to outdoor areas, two shift dining upon expansion
3.101	Life Skills Room	120	1	120	kitchen counter/equip., demonstration table, locate at dining area
3.102	Life Skills Storage	50	1	50	locate at dining area
3.103	Serving Line/Dish Return Area	100	1	100	steam tables, separate dish return window
3.104	Food Preparation	500	1	500	
3.105	Dishwash/Storage	70	1	70	
3.106	Cooler/Refrigerator	80	1	80	
3.107	Freezer	80	1	80	
3.108	Dry Storage	200	1	200	
3.109	Manager's Office	100	1	100	
3.110	Staff Restroom	50	1	50	
3.111	Waste/Refuse Area	40	1	0	
3.112	Receiving Vestibule	60	1	60	secure access control
3.113	Janitor Closet	20	1	20	
3.114	Loading Dock	-	-	-	
3.115					
<b>Total Net Square Feet</b>				<b>1,970</b>	

Note: Shift Dining (2 shifts) would reduce dining area requirements by 270 SF



**Food Services Diagram**

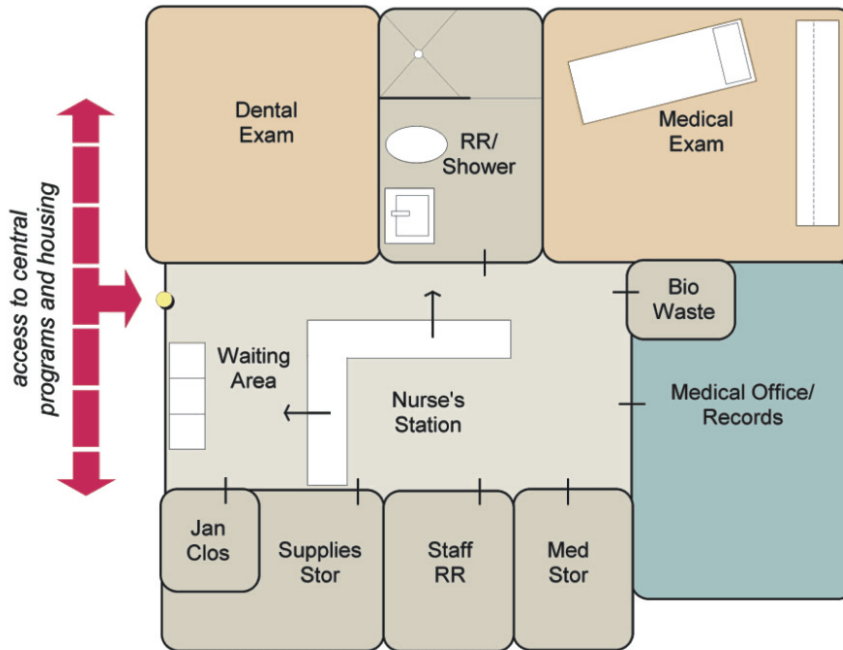
- secure access control
- secondary access control

# Tippecanoe County Juvenile Justice Center

## Architectural Program Verification

Component Name: RESIDENTIAL SERVICES - 3.000					
Subcomponent: Health Services					
Component Number: 3.200					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
3.200	Waiting Area	100	1	100	3 users
3.201	Examination Room	140	1	140	counter w/ sink, cabinet storage, writing area
3.202	Dental Exam Room	120	1	120	
3.203	Nurse's Station	120	1	120	1 workstation, supervise waiting area - may not be required if function located in Medical Office
3.204	Medical Office/Records	140	1	140	2 workstations
3.205	Restroom/Shower	80	1	80	includes tub, access to exam room
3.206	Staff Restroom	50	1	50	
3.207	Supplies Storage	50	1	50	
3.208	Medications Storage	40	1	40	w/locked medications cabinet, pill cart, hand-wash, small refrig for meds
3.209	Janitor Closet	20	1	20	
3.210	Biohazard Waste Storage	10	1	10	
<b>Total Net Square Feet</b>				<b>870</b>	

Note: Locate medical services near education and dining functions.



**Health Services Diagram**

● secure access control      ● secondary access control



**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

**Component Name: RESIDENTIAL SERVICES - 3.000**  
**Subcomponent: Laundry**  
**Component Number: 3.300**

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
3.300	Washer/Dryer/Folding Area	160	1	160	locate near dining or admissions
3.301	Central Clothing/Linen Storage	140	1	140	
<b>Total Net Square Feet</b>				<b>300</b>	

**CENTRAL SUPPORT AREAS**

**Component Name: CENTRAL SUPPORT AREAS - 4.000**  
**Component Number: 4.100**

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
4.100	Central Storage/Inventory/Hygiene Supplies	500	1	500	shared service access with food prep
4.101	Maintenance Work Area/Storage	300	1	300	shared service access with food prep
4.102	Grounds Maintenance/Storage	200	1	200	
4.103	Central Custodial Storage/Supplies	150	1	150	shared service access with food prep
<b>Total Net Square Feet</b>				<b>1,150</b>	

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

**HOUSING AREAS**

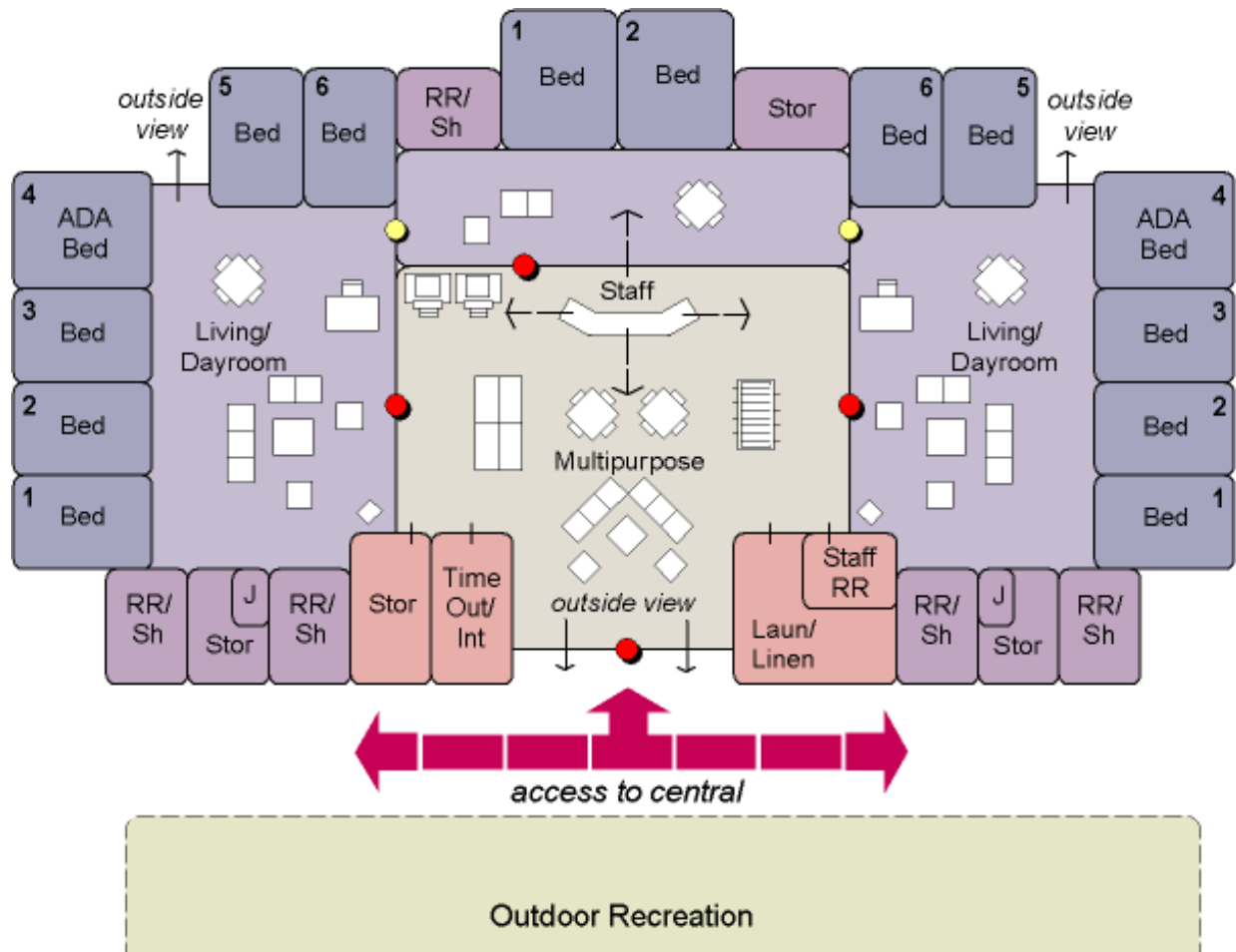
<b>Component Name: HOUSING - 5.000</b> <b>Subcomponent: General Population Units (6 Resident Capacity)</b> <b>Component Number: 5.100</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
5.100	Bedrooms (Standard)	70	5	350	single user, toilet, furnishings required?
5.101	Bedroom (Double/ADA Access)	100	1	100	
5.102	Quiet Living/Group Room	360	1	360	8 users, counseling, quiet activities, natural lighting
5.103	Restroom/Shower	65	1	65	
5.104	Restroom/Shower (ADA access)	80	1	80	
5.105	Staff Desk	50	1	50	
5.106	Storage	50	1	50	
5.107	Janitor Closet	20	1	20	in Storage Room
<b>Total Net Square Feet</b>				<b>1,075</b>	
<b>Four Units (24 Beds) @ 1,075 NSF/Unit</b>				<b>4,300</b>	

<b>Component Name: HOUSING - 5.000</b> <b>Subcomponent: Special Housing (2 Resident Capacity)</b> <b>Component Number: 5.200</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
5.200	Bedrooms (Standard)	0	0	0	
5.201	Bedroom (Double/ADA Access)	100	2	200	
5.202	Quiet Living/Group Room	100	1	100	3 users, counseling, quiet activities, natural lighting, access from multipurpose area
5.203	Restroom/Shower	0	0	0	may be required
5.204	Restroom/Shower (ADA access)	80	1	80	
5.205	Staff Desk	0	0	0	
5.206	Storage	50	1	50	
5.207	Janitor Closet	0	0	0	
<b>Total Net Square Feet</b>				<b>430</b>	
<b>Two Units (4 Beds) @ 430 NSF/Unit</b>				<b>860</b>	

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

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<b>Component Name: HOUSING - 5.000</b>					
<b>Subcomponent: Housing Support Areas</b>					
<b>Component Number: 5.300</b>					
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
5.300	Multipurpose Activities	500	1	500	passive recreation, larger group activities, telephones, integral staff station, 2 computer stations, natural light
5.301	Timeout/Private Interview	60	1	60	No toilet
5.302	Laundry Room/Linen Storage	80	1	80	for personal items
5.303	Storage Room	80	1	80	locked meds, hygiene supplies, & general storage
5.304	Staff Work Counter	50	1	50	open station, part of multipurpose space, w/ computer,communications
5.305	Staff Restroom	50	1	50	ADA access
5.306					
<b>Total Net Square Feet</b>				<b>820</b>	
<b>Two Areas @ 820 SF/Area</b>				<b>1,640</b>	

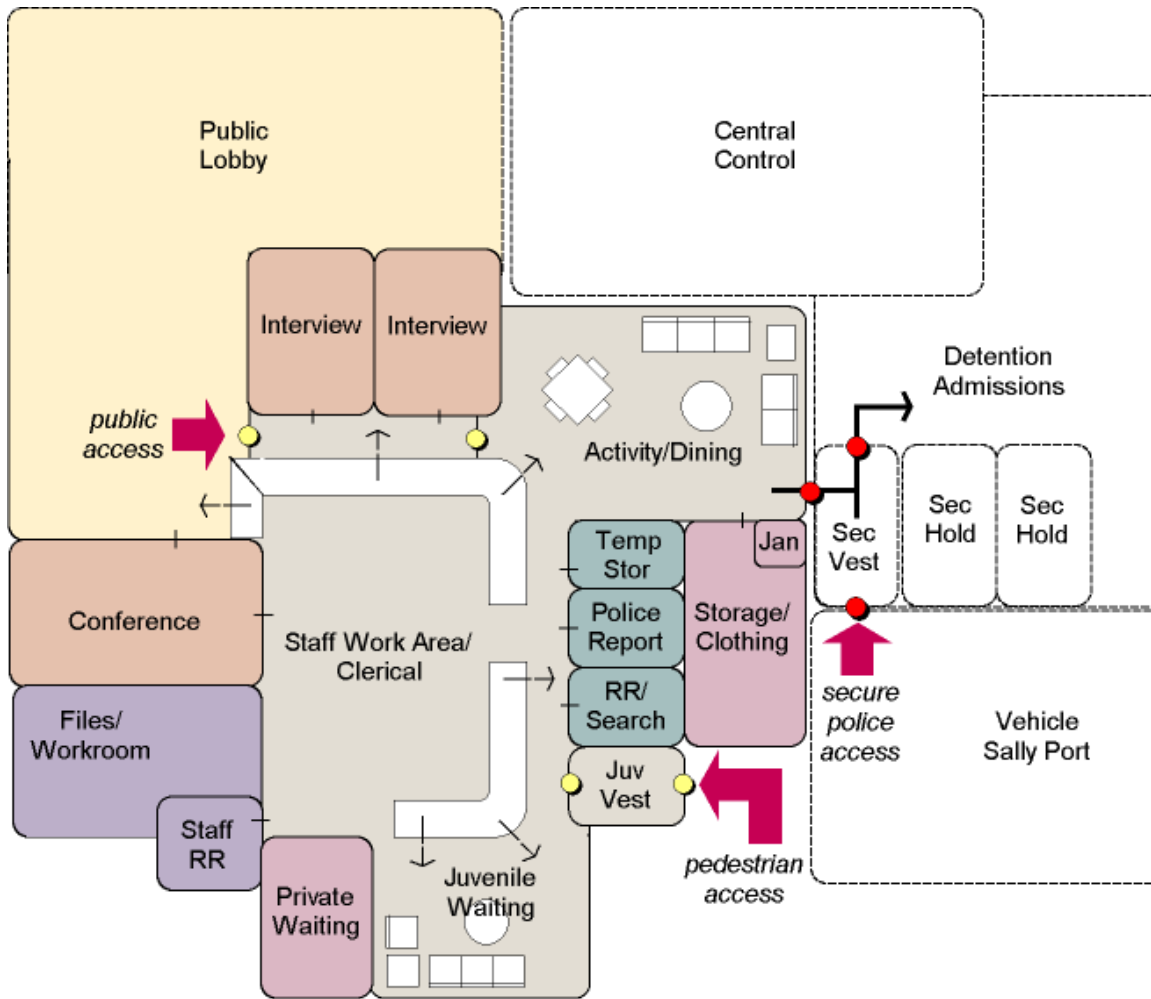


**Detention Housing & Support Diagram**

- secure access control
- secondary access control

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

<b>Component Name: INTAKE RECEPTION &amp; PROCESSING AREAS - 6.000</b> <b>Subcomponent: Intake/Temporary Custody (Crisis Center)</b> <b>Component Number: 6.100</b>					
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
6.100	Public Entry Vestibule	60	1	60	only required if intake not at public lobby
6.101	Public Waiting	150	1	150	only required if intake not at public lobby
6.102	Juvenile/Police Entry Vestibule	50	1	50	separate from public areas, access control from staff areas
6.103	Juvenile Waiting Area	120	1	120	4 users
6.104	Juvenile Restroom/Search	50	1	50	
6.105	Temporary Storage	30	1	30	
6.106	Staff Work Area/Clerical	300	1	300	3 workstations, equipment
6.107	Interview Rooms	80	2	160	juvenile, staff and family use
6.108	Conference Room	180	1	180	juvenile, staff and family use, 12 users
6.109	Workroom/Files Storage	120	1	120	
6.110	Police Workstation	65	1	65	
6.111	Staff Restroom	50	1	50	
6.112	Private Waiting (Juveniles)	100	1	100	
6.113	Sleeping Rooms (Short-Term)/ Private Wait	-	-	0	
6.114	Juvenile Restroom/Shower	-	-	0	no toilets, ADA access
6.115	Activity/Dining Area	250	1	250	3 users
6.116	Galley	-	-	0	
6.117	Storage	120	1	120	clothing, hygiene supplies, linens, washer/dryer, medical supplies
6.118	Janitor	20	1	20	
<b>Total Net Square Feet</b>				<b>1,825</b>	



**Intake Processing (Crisis Center) Diagram**

- secure access control
- secondary access control

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

Table One AREA SUMMARIES AND PROJECTED GROSSING FACTORS - SECURE DETENTION (28 BEDS)				
Space Number	Space/Component	Net Assignable SqFt	Departmental Grossing Factor	Gross SqFt by Area
<b>1.000</b>	<b><u>Administration</u></b>			
1.100	Administration	1,725	25%	2,156
1.200	Staff Areas	480	25%	600
1.300	Admissions/Control	1,350	30%	1,755
	<b>Subtotal - Administration</b>			<b>4,511</b>
<b>2.000</b>	<b><u>Residential Programs</u></b>			
2.100	Visiting	1,160	20%	1,392
2.200	Indoor Recreation/Fitness	3,560	10%	3,916
2.300	Academic Education	3,385	30%	4,401
	<b>Subtotal - Residential Programs</b>			<b>9,709</b>
<b>3.000</b>	<b><u>Residential Services</u></b>			
3.100	Food Services	1,800	30%	2,340
3.200	Medical	700	20%	840
3.300	Laundry	300	20%	360
	<b>Subtotal - Residential Services</b>			<b>3,540</b>
<b>4.000</b>	<b><u>Central Support Areas</u></b>			
4.100	Central Storage/Inventory	500	10%	550
4.101	Maintenance Work Area/Storage	300	20%	360
4.102	Grounds Maintenance	200	20%	240
4.103	Custodial Storage/Supplies	150	10%	165
	<b>Subtotal - Central Support Areas</b>			<b>1,315</b>
<b>5.000</b>	<b><u>Housing</u></b>			
5.100	Housing Units (General Population)	4,300	50%	6,450
5.200	Housing Units (Special Population)	860	50%	1,290
5.300	Housing Support Areas	1,640	45%	2,378
	<b>Subtotal - Housing</b>			<b>7,740</b>
<b>6.000</b>	<b><u>Intake Reception &amp; Processing</u></b>			
6.100	Intake/Temporary Custody (Crisis Center)	1,825	30%	2,373
	<b>Subtotal - Intake Reception</b>			<b>2,373</b>
<b>Total Projected Departmental GSF</b>				<b>29,187</b>
<b>Building Grossing Factor 22% (Mechanical Space, Walls, Circulation)</b>				<b>6,421</b>
<b>Total Projected Building Area (Detention)</b>				<b>35,608</b>

Departmental grossing factors account for circulation within component areas. The sum of all gross departmental areas (29,187 Gross SF) is then multiplied by 22% to account for additional area occupied by walls and partitions (7.5%), mechanical rooms and service closets (7.5%) and additional area for circulation between components ( $\pm 7\%$ ). Overall grossing factor equals 46.92 percent (24,235 net areas, 35,608 Total Projected Building Area). With extensive indoor circulation and/or expanded lobby areas, a 50% grossing factor may represent actual building area more accurately. Outdoor space is not included in these projections.

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

<b>Component Name: ALTERNATIVE PROGRAMS AREAS - 7.000</b> <b>Subcomponent: JAMS/ATLAS/JEDIS/Juvenile Alternatives and Support</b> <b>Component Number: 7.100 - 7.700</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
<b>JAMS/Evening Report</b>					
7.100	Classrooms	425	2	850	15 users, 3computers
7.101	Classroom Storage	30	2	60	
7.102	Group Counseling	150	2	300	10 users
7.103	Private Interview/Assignments	80	1	80	
7.104	Education Multipurpose	600	1	600	dining in this area?
7.105	Staff Office/Workroom	250	1	250	locked cabinets, equipment closed area?
7.106	Juvenile Restrooms	50	2	100	
7.107	Supplies/Equip Storage	50	1	50	
<b>ATLAS (Alternative School)</b>					
7.200	Classrooms	425	2	850	15 users, 3 computers
7.201	Classroom Storage	30	2	60	
7.202	MP Area	600	1	600	
7.203	Staff Office/Workroom	250	1	250	shared with JEDIS
7.204	Supplies/Equip Storage	50	1	50	
<b>JEDIS (Alt School Sanction)</b>					
7.300	Classroom	600	1	600	15 users, 3computers
7.301	Classroom Storage	30	1	30	
7.302	Staff Office/Workroom	-	-	0	shared with JEDIS
7.303	Private Interview/Assignments	80	1	80	
7.304	Community Services Storage	100	1	100	
<b>Juvenile Alternatives (Home Det, Community Serv)</b>					
7.400	Waiting Area	80	1	80	
7.401	JA Director Office	120	1	120	
7.402	JA Asst Director Office	120	1	120	
7.403	Truancy Mediation Office	120	1	120	
7.404	Clerical/Reception Area	120	1	120	1 workstation, office equipment
7.405	Community Service Office	160	1	160	2 workstations
7.406	Surveillance Office	160	1	160	2 workstations
7.407	Crew Leaders Workstations	160	1	160	2 workstations
7.408	Private Interview	80	1	80	
7.409	Drug Testing Storage	80	1	80	
7.410	Juvenile RR/Drug Test	50	1	50	
7.411	Staff Workroom/Supplies	140	1	140	
7.412	Community Serv Equip Storage	80	1	80	
7.413	Files Storage	80	1	80	
7.414	Janitor Closet	20	1	20	
7.415	Conference/Family Meetings	-	-	0	
7.416	Staff Restrooms	-	-	0	at Alternatives Admin



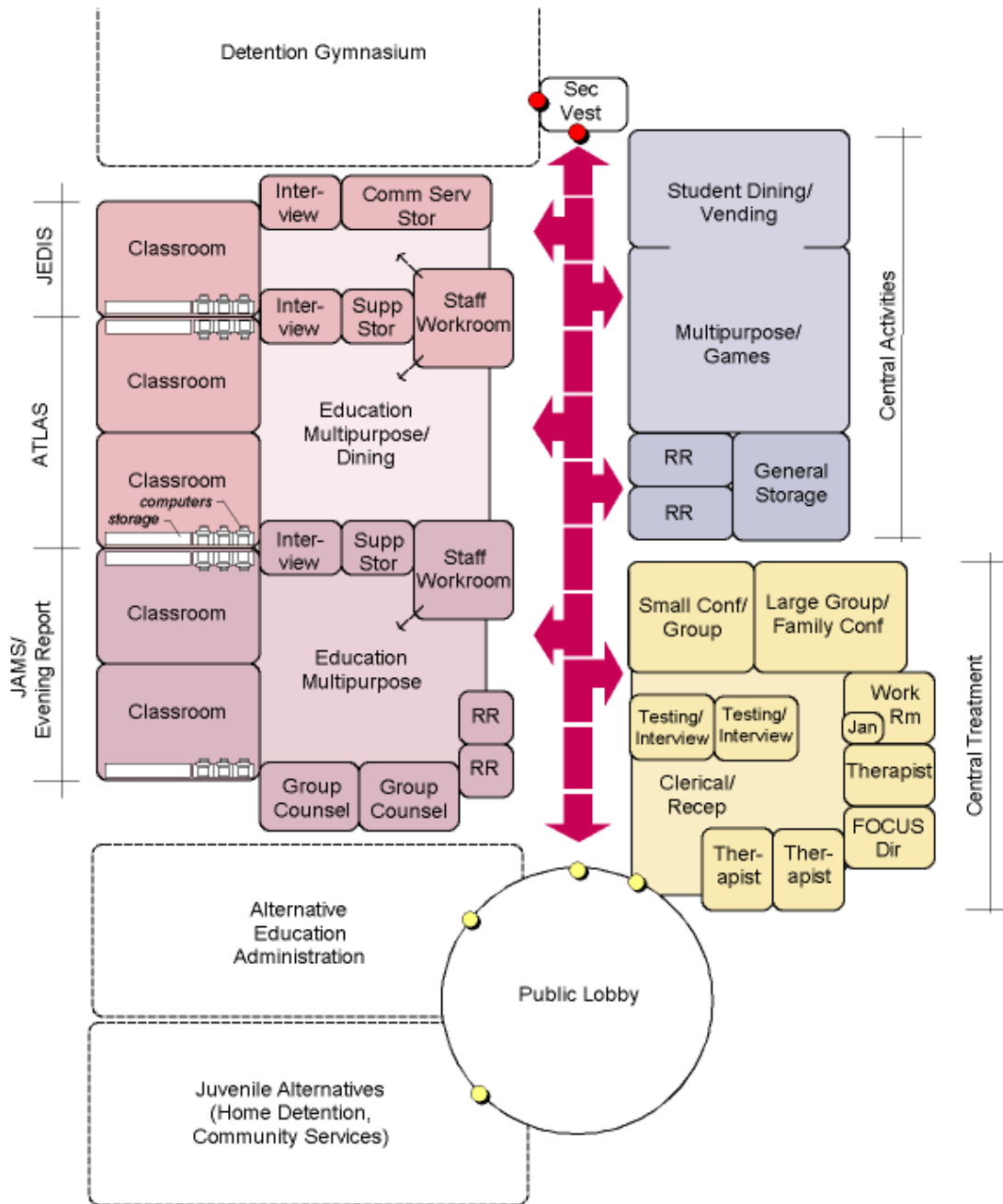
**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

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	<b>Alternatives Administration</b>				
7.500	Administrative Offices	120	2	240	
7.501	Accounting Office	120	1	120	
7.502	Clerical/Reception	140	1	140	workstation, equipment, files, access to public lobby
7.503	Conference Room	240	1	240	16 users
7.504	Workroom/Supplies	120	1	120	
7.505	Staff Break Room	240	1	240	10 users, counter and cabinet storage, coffee bar, vending, mail
7.506	Staff Coatroom/Lockers	120	1	120	
7.507	Staff Restrooms	120	2	240	male/female, 2 users, ADA, shared by all programs
7.508	Central Server/Distribution Room	200	1	200	
7.509	Coffee Bar	10	1	10	
7.510	Janitor Closet	20	1	20	not required if admin combined with alternative services
	<b>Central Treatment Area</b>				
7.600	Focus Director Office	120	1	120	
7.601	Therapist/Clinical Staff Office	120	3	360	shared by all programs, 4 users for private interview
7.602	Large Family Conference/Group Room	375	1	375	25 users
7.603	Small Conference/Group Room	240	1	240	16 users
7.604	Clerical/Reception	140	1	140	
7.605	Workroom/Supplies	120	1	120	
7.606	Testing/Private Interview	65	2	130	
7.607	Janitor Closet	20	1	20	
7.608				0	
	<b>Central Activities</b>				
7.700	Multipurpose/Games Room	450	1	450	20 users, combined with student dining
7.701	Student Dining/Vending	540	1	540	36 users (students and staff)
7.702	Juvenile Restroom (Female)	100	1	100	2 users, ADA, shared by all programs
7.703	Juvenile Restroom (Male)	100	1	100	2 users, ADA, shared by all programs
7.704	General Storage	200	1	200	
7.705				0	
7.706				0	
7.707				0	
<b>Total Net Square Feet</b>				<b>11,065</b>	

Note: Juvenile Alternatives and Alternatives Administration may be combined in one area.

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**



**Alternative Programs Areas Diagram**

- secure access control
- secondary access control

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

Table Two AREA SUMMARIES AND PROJECTED GROSSING FACTORS - ALTERNATIVE SERVICES				
Space Number	Space/Component	Net Assignable SqFt	Departmental Grossing Factor	Gross SqFt by Area
<b>7.000</b>	<b><u>Alternative Programs</u></b>			
7.100	JAMS/Evening Report	2,290	30%	2,977
7.200	ATLAS	1,810	30%	2,353
7.300	JEDIS	810	30%	1,053
7.400	Juvenile Alternatives (Home Detention, Community Services)	1,570	30%	2,041
7.500	Alternatives Administration	1,690	25%	2,113
7.600	Central Treatment	1,505	25%	1,881
7.700	Central Activities	1,300	30%	1,690
	<b>Subtotal - Alternative Programs</b>	<b>10,975</b>		<b>14,108</b>
	<b>Total Projected Departmental GSF</b>			<b>14,108</b>
	<b>Building Grossing Factor 22% (Mechanical Space, Walls, Circulation)</b>			<b>2,822</b>
	<b>Total Projected Building Area</b>			<b>16,930</b>

Departmental grossing factors account for circulation within component areas. The sum of all gross departmental areas (14,108 Gross SF) is then multiplied by 20% to account for additional area occupied by walls and partitions (7.5%), mechanical rooms and service closets (7.5%) and additional area for circulation between components ( $\pm 7\%$ ). Overall grossing factor equals 54.25 percent (10,975 net areas, 16,930 Total Projected Building Area). Outdoor space is not included in these projections.

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Site Organization Diagram**

The conceptual Site Organization Diagram (page 36) illustrates the preferred spatial relationship between all of the functional components to be incorporated at the proposed Tippecanoe County Juvenile Justice Center, along with internal circulation, access control points, and both pedestrian and vehicular access areas.

The Site Organization Diagram shows that nonsecure zones and public access areas are concentrated near to the public lobby, with Alternative Services, Detention Administration and Intake directly accessible from the lobby (access controlled by staff). All staff and visitors to the facility will enter via the public lobby and will be screened in that area before entering other facility areas. Juveniles attending alternative services will also enter through the public lobby. Families arriving for detention visitation or family intervention/therapy may be received either by staff in detention administration or the central control station. Staff and visitors entering secure areas may do so only under the direct control and supervision of staff in the central control station.

The Indoor Recreation area, located within the secure perimeter of the facility, should be available for use by juveniles in Alternative Services and by the public without entering other secure areas of the facility. Juveniles in detention should be able to access the Indoor Recreation area without entering nonsecure areas and without having contact with the public.

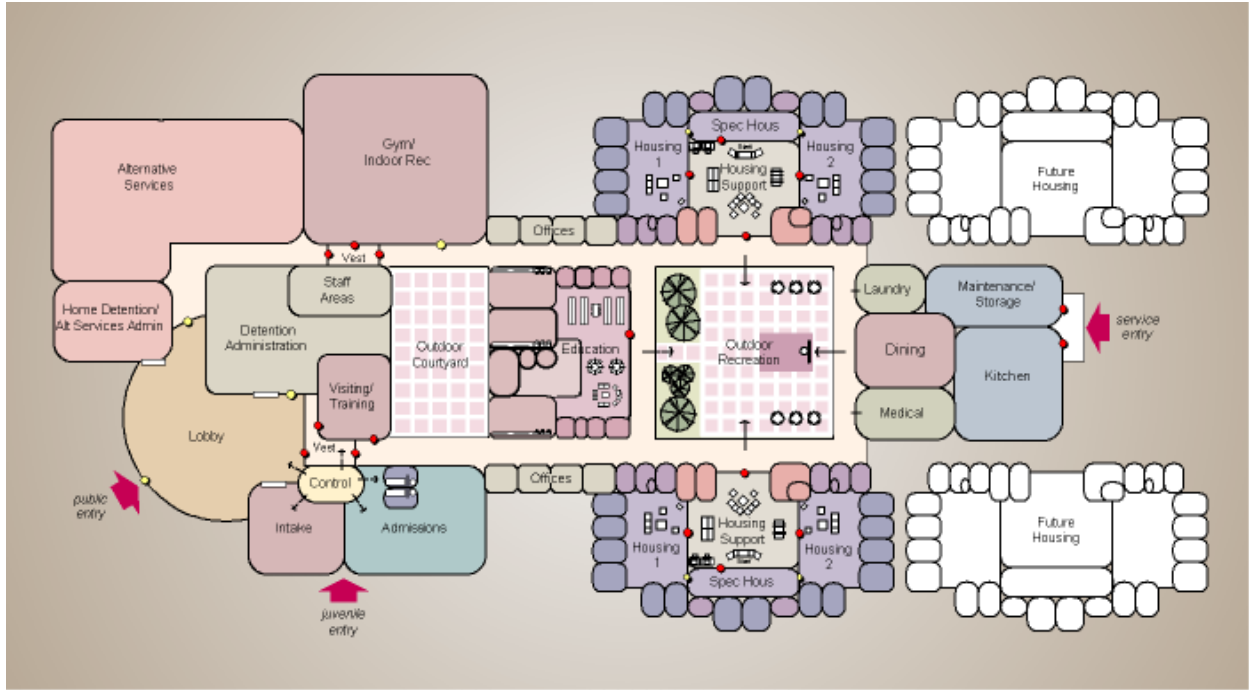
Juveniles at Intake and who do not require admission to detention should be able to depart the facility directly from Intake via the public lobby without entering secure detention areas.

Secure housing, education and dining areas are located around a central outdoor recreation area that permits natural lighting, outdoor views and direct resident access at staff discretion. The outdoor space should support large muscle recreational activities in addition to more passive activities such as education and occasional dining. Outdoor activity will be an integral aspect of daily operations to the extent possible, and highly controlled, easily supervised outdoor space that permits no contact with the public is essential.

Future housing development is indicated as an expansion of similar housing units in close proximity to existing housing. To the extent possible, the design should permit future housing construction that does not disrupt ongoing residential operations and resident circulation. Central program areas are planned to support future capacity expansion.

The location of future courts and court support areas is not indicated in the Site Organization diagram but should be taken into account during site master planning activities. To avoid congestion and undesired mixing between families attending court and juveniles in alternative services, it may be appropriate to locate future courts and associated lobby/public access areas away from the initially developed detention lobby. Access to courts from secure detention areas should occur through secure areas only, with no access through public spaces required.

**Tippecanoe County Juvenile Justice Center**  
**Architectural Program Verification**

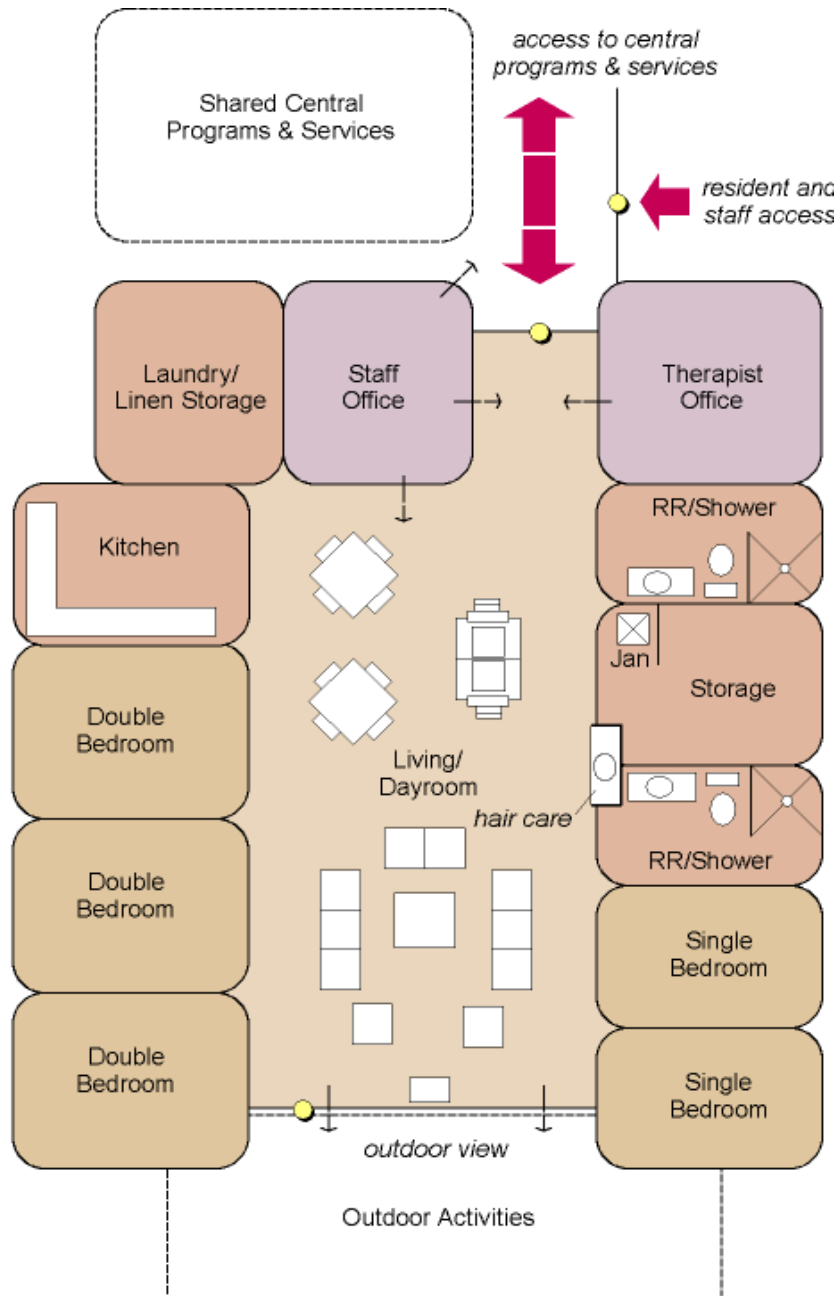


**Site Organization Diagram**

**Tippecanoe County Juvenile Justice Center**  
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<b>Component Name:</b>		<b>RESIDENTIAL TREATMENT AREAS 8.000</b>			
<b>Subcomponent:</b>		<b>Girls Housing and Program (at Cary Home)</b>			
<b>Component Number:</b>		<b>8.100</b>			
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
<b>Spaces at Housing</b>					
8.100	Living Room/Multipurpose	500	1	500	movable furniture, work/snack tables, game tables, access to outdoor space, 2 computer
8.101	Sleeping Rooms (Single)	80	2	160	
8.102	Sleeping Rooms (Double)	120	3	360	
8.103	RR/Showers	70	2	140	
8.104	Staff Office	120	1	120	
8.105	Therapist Office	120	1	120	
8.106	Hair Care Station	20	1	20	at living room
8.107	Laundry/Linen Storage	100	1	100	resident access, washer and dryer, locked storage
8.108	Small Kitchen	100	1	100	life skills, light meals
8.109	Janitor Closet	20	1	20	
8.110	Storage Room	100	1	100	
8.111	Conference/Group Room	150	1	150	10 users
8.112	Staff Restroom	50	1	50	
<b>Central Areas (shared with other residential programs)</b>					
8.200	Group Visiting/Staff Training	350	1	350	20 users, shared with other programs
8.201	Private Interview	65	2	130	family/professional staff, at visiting room
8.202	Education Multipurpose	350	1	350	10 users, shared with other programs, library shelving, 4 computer stations, worktables
8.203	Education Materials & Storage	100	1	100	
8.204	Indoor Recreation	2,200	1	2,200	shared by all programs
8.205	Recreation Storage	100	1	100	
8.206	Exercise Equipment Workroom	240	1	240	stationary equipment
8.207	Resident Restroom	50	1	50	at indoor recreation
8.208	Medical Exam Room	140	1	140	with cabinet and counters, sink, exam table, workstation
8.209	Medical Storage	50	1	50	
8.210	Medical Office	120	1	120	
8.211	Staff Break Room	140	1	140	counter and cabinets, shared by all residential staff, vending
8.212	Central Kitchen & Food Storage	900	1	900	remodel existing space
8.213	Central Dining	450	1	450	remodel existing space
8.214	Staff Workroom	160	1	160	remodel existing space
<b>Total Net Square Feet</b>				<b>5,480</b>	

*Note: No determination has been made regarding which spaces require new construction or remodeling of existing spaces at Cary Home except as indicated.*



**Female Treatment Unit Diagram**

- secure access control
- secondary access control

**Tippecanoe County Juvenile Justice Center**  
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<b>Table Three</b>				
<b>AREA SUMMARIES AND PROJECTED GROSSING FACTORS - FEMALE TREATMENT at Cary Home</b>				
<b>Space Number</b>	<b>Space/Component</b>	<b>Net Assignable SqFt</b>	<b>Departmental Grossing Factor</b>	<b>Gross SqFt by Area</b>
<b>8.000</b>	<b><u>Female Treatment Program</u></b>			
8.100	Housing	1,940	45%	2,813
8.200	Central Areas	5,480	25%	6,850
	<b>Subtotal - Female Treatment</b>			<b>9,663</b>
	<b>Total Projected Departmental GSF</b>			<b>9,663</b>
	<b>Building Grossing Factor 22% (Mechanical Space, Walls, Circulation)</b>			<b>2,126</b>
	<b>Total Projected Building Area</b>			<b>11,789</b>



# Tippecanoe County Juvenile Justice Center

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## Architectural Program Verification

### Preliminary Cost Estimates

#### Secure Detention Construction

The following cost projection is based on construction and total project costs experienced in recent similar projects and adjusted for construction cost inflation. The cost of materials has accelerated substantially in recent years (ranging from 6 to 10 percent annually, depending on building materials). Similar inflation may be anticipated in the near future, but the rate of increase cannot be predicted accurately. The cost for secure construction is now estimated at **\$225 per square foot** and assumes the use of restrictive construction materials (masonry, security glazing and hardware, hollow metal) in all residential areas and the use of advanced electronic security and communications equipment. Spaces and surfaces which residents do not access may be constructed with less restrictive materials even within the secure perimeter. Commercial grade construction is anticipated in all areas outside the secure perimeter. The \$225 cost per square foot represents the average cost of construction for all areas.

County authorities should consider budgeting for this project based on estimated construction costs approximately 12 months after architectural design begins. Assuming an October start date, cost escalation of 8 to 10 percent may be considered appropriate.

**35,608 Gross SF X \$225/SF = \$8,011,800 Estimated Construction Cost**

\$8,011,800 X 8.5% (Estimated Arch/Eng Fees) = \$681,003

\$8,011,800 X 11.0% (Estimated Sitework) = 881,298

\$8,011,800 X 5.5% (Estimated Furnishings) = 440,649

\$8,011,800 X 10.0% (Estimated Contingency) = 801,180

**Estimated Total Project Cost = \$10,815,930**

Options for reducing cost:

1. Less restrictive construction
2. Reduce Education component size to meet current projected capacities
3. Eliminate Special Housing (2 resident areas) and add population to remaining housing units to maintain capacity
4. Reduce Indoor Recreation area and/or, eliminate exercise area
5. Eliminate Visiting/Training component (use dining and gym for these purposes)

#### Alternative Programs Construction

The following cost projection is based on construction and total project costs experienced in recent schools and public buildings featuring commercial grade construction and adjusted for construction cost inflation. As with secure detention, the cost of materials has accelerated substantially in recent years, and continuing inflation in the range of 8 to 10 percent should be anticipated over the next 18 months. Although nonsecure construction can be featured in the Alternative Programs areas, durable materials that withstand hard use are considered appropriate. A cost range of \$125 to \$140 per square foot may be considered practicable depending on the specific construction type, and **\$135 per square foot** is used for this estimate.

**16,930 Gross SF X \$135/SF = \$2,285,550 Estimated Construction Cost**

**Tippecanoe County Juvenile Justice Center**  
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\$2,285,550 X 8.5% (Estimated Arch/Eng Fees)	=	\$194,271
\$2,285,550 X 11.0% (Estimated Sitework)	=	251,410
\$2,285,550 X 5.0% (Estimated Furnishings)	=	114,277
\$2,285,550 X 10.0% (Estimated Contingency)	=	228,555
<b>Estimated Total Project Cost</b>	=	<b>\$3,074,063</b>

Options for reducing cost:

1. Reduce program capacity from 75 youth in JAMS, ATLAS and JEDIS programs to 60 youth in all programs
2. Reduce Alternatives Administration space allocation
3. Eliminate central multipurpose space proposed for use by all programs

Female Residential Treatment Areas - Cary Home

This cost projection assumes the development of nonsecure female housing via new construction, with a mix of new construction and Cary Home renovation for central program space shared by all Cary Home residents. The amount of central program space requiring new construction versus renovation may be determined only through further design investigation, although a minimum of 3,500 gross square feet for newly constructed indoor recreation space is anticipated. Given an estimated project area of 11,789 gross square feet, this estimate will be based on a projected minimum 7,000 square feet of new construction, and 4,789 square feet of renovation (education, medical, visiting, kitchen/dining).

For new construction, a **\$140 per square foot** average cost is used based on recent costs for enhanced commercial grade construction. For renovated space, accurate estimates are difficult to derive until the scope of renovation required, and the spaces involved, are defined during the design process. For estimating purposes, a **\$120 per square foot** renovation cost is used. Lower costs may be possible, but the proposed kitchen renovation will increase average overall renovation costs.

As with the proposed Juvenile Justice Center, a potential construction cost inflation of 8 to 10 over the next 18 months percent should be taken into account.

<b>7,000 Gross SF X \$140/SF (New Const.)</b>	=	<b>\$980,000</b>	Estimated Construction Cost
\$980,000 X 8.5% (Estimated Arch/Eng Fees)	=	\$ 83,300	
\$980,000 X 11.0% (Estimated Sitework)	=	107,800	
\$980,000 X 5.0% (Estimated Furnishings)	=	49,000	
\$980,000 X 10.0% (Estimated Contingency)	=	98,000	
<b>Estimated New Construction Project Cost</b>	=	<b>\$1,318,100</b>	

**Tippecanoe County Juvenile Justice Center**  
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**4,789 Gross SF X \$120/SF (Renovation) = \$574,680** Estimated Construction Cost

\$574,680 X 9.0% (Estimated Arch/Eng Fees) = \$ 51,721

\$574,680 X 5.0% (Estimated Sitework) = 28,734

\$574,680 X 5.0% (Estimated Furnishings) = 28,734

\$574,680 X 10.0% (Estimated Contingency) = 57,468

**Estimated Renovation Project Cost = \$741,337**

**Estimated Total Cary Home Project Cost = \$2,059,437**

Options for reducing cost:

1. Replace indoor recreation (small gym) with multipurpose recreation space
2. Delete exercise room
3. Delete education multipurpose
4. Delay kitchen/dining renovation

Total Project Cost Estimate

Juvenile Justice Center:

Secure Detention - \$10,815,930

Alternative Programs - 3,074,063

Subtotal **\$13,889,993**

Cary Home **\$2,059,437**

**Total Estimated Project Cost \$15,949,430**

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Projected Staffing Pattern and Operations Costs**

Staffing and operations costs represent the most significant expenditure in the development of juvenile residential facilities. Over the life of the building (30 to 40 years), staffing and operations costs will amount to nine to ten times the cost of the structure, with personnel and related costs equaling the cost of the building every three to four years.

Table Four illustrates the new staffing requirements anticipated for the proposed Tippecanoe County Juvenile Justice Center, including secure detention, intake, and alternative services, based on the architectural program, proposed spatial organization and management priorities. Food services, maintenance and nursing care will be provided by facility personnel, with additional contracted medical services as required. Education in the secure detention program is expected to be provided by the local school district. All indicated Detention staff are new hires since no detention program currently exists. Staff indicated for Alternative Services are new hires only, with all other required staff transferred to the Juvenile Justice Center from existing programs in the county.

The shift relief factors indicated in Table Four, *Juvenile Center Staffing Requirements*, represent the multipliers necessary to account for full coverage for all posted positions. All direct supervision staff positions require relief staff to cover vacations, weekends, holidays, sick time and training (40 to 80 hours in-service training annually). The total staff required are represented in terms of Full Time Equivalent (FTE) positions. This report recognizes that staffing requirements may be fulfilled partially through the employment of part-time and/or on-call staff. The extensive use of volunteers and interns to supplement posted positions is anticipated.

The total annual staffing cost for detention services using the staffing pattern proposed is projected at **\$2,338,137** (see Table Four). This represents approximately 80 to 85% of expected annual expenditures. Other operational expenses, including utilities, food, clothing, cleaning and laundry supplies, medical services, and staff training among others, are estimated at about **\$412,000** to **\$584,000**, or 15 to 20% of total annual operations.

Alternative Services, now provided at other locations, will serve expanded capacities upon relocation to the Juvenile Justice Center. The additional personnel for this expanded program will require increased annual expenditures of **\$139,002**. Annual non-personnel expenses in excess of current outlays, though yet to be determined, will be limited.

Total new operating expense for the Juvenile Justice Center, including personnel and non-personnel costs for both secure detention and Alternative Services, are estimated at approximately **\$2.9** to **3.1 million** annually.

**Tippecanoe County Juvenile Justice Center**  
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Table Four Projected Tippecanoe County Juvenile Justice Center Staffing Requirements (FTE) & Costs									
Staff Positions	Number per Shift			Sub-total	Relief Factor	Total Staff	Salary (3 - 7 years)	Benefits *	Total Salary + Benefits
	1st	2nd	3rd						
<b>Secure Detention</b> Direct Super Line Staff (Housing) - PAT1	4	4	2	10	1.75	17.50	\$ 28,287	\$ 11,710	\$ 699,944
Direct Super Line Staff (Floater) - PAT1	1	2	2	5	1.75	8.75	\$ 28,287	\$ 11,710	\$ 349,972
Direct Super Line Staff (Control) - PAT1	1	1	1	3	1.75	5.25	\$ 28,287	\$ 11,710	\$ 209,983
Shift Supervisor - PAT2	1	1	1	3	1.75	5.25	\$ 30,830	\$ 12,133	\$ 225,557
Direct Super Line Staff (Temp/On Call Floater)	0.5	0	0	0.5	1.75	0.88	\$ 16,060	\$1,229 (SS only)	\$ 17,289
<b>Det Administration</b> Director - EXEC1	1	0	0	1	1.00	1.00	\$ 71,734	\$ 18,944	\$ 90,678
Asst./Programs Director - EXEC2	1	0	0	1	1.00	1.00	\$ 56,236	\$ 16,363	\$ 72,599
Admin. Assistant - LOMOT4	1	0	0	1	1.00	1.00	\$ 30,503	\$ 12,079	\$ 42,582
Reception/Clerical -	1	0	0	1	1.65	1.65	\$ 28,548	\$ 11,753	\$ 66,497
<b>Program Support</b> Maintenance - LTC4	1	0	0	1	1.0	1.00	\$ 32,172	\$ 12,357	\$ 44,529
Custodian - LTC1	0	0	1	1	1.65	1.65	\$ 22,468	\$ 10,741	\$ 54,795
Cook - LTC2	1	0	1	2	1.65	3.30	\$ 26,350	\$ 11,387	\$ 124,533
Recreation Coordinator	0	1	0	1	1.0	1.00	\$ 30,830	\$ 12,133	\$ 42,963
Nurse (LPN)	1	1	0	2	1.65	3.30	\$ 30,830	\$ 12,133	\$ 141,779
Physician and Dentist	Service provided via contract								
Therapist	1	1	0	2	1.0	2.0	\$ 41,781	\$ 13,957	\$ 111,475
Case Manager	1	0	0	1	1.0	1.0	\$ 30,830	\$ 12,133	\$ 42,963
MIS Manager	0	0	0	0	0.0	0.0	\$ 0	\$ 0	\$ 0
Teachers	3	0	0	3	Provided by school district				
<b>Total Detention Staff</b>						<b>55.5</b>			<b>\$ 2,338,137</b>
<b>Alternative Services</b> Reception/Clerical	1	0	0	1	1.0	1.0	\$ 28,548	\$ 11,753	\$ 40,301
JAMS Therapist	0	1	0	1	1.0	1.0	\$ 41,781	\$ 13,957	\$ 55,738
JAMS Case Manager	0	1	0	1	1.0	1.0	\$ 30,830	\$ 12,133	\$ 42,963
<b>Total New Alternative Services Staff</b>						<b>3.0</b>			<b>\$ 139,002</b>

Note: Benefits include Social Security (7.65% of salary), Retirement (5.5% of salary), Workman's Comp (3.5% of salary), and Health Insurance (\$7,000). Salaries reflect 2006 wage scale.

**Tippecanoe County Juvenile Justice Center**  
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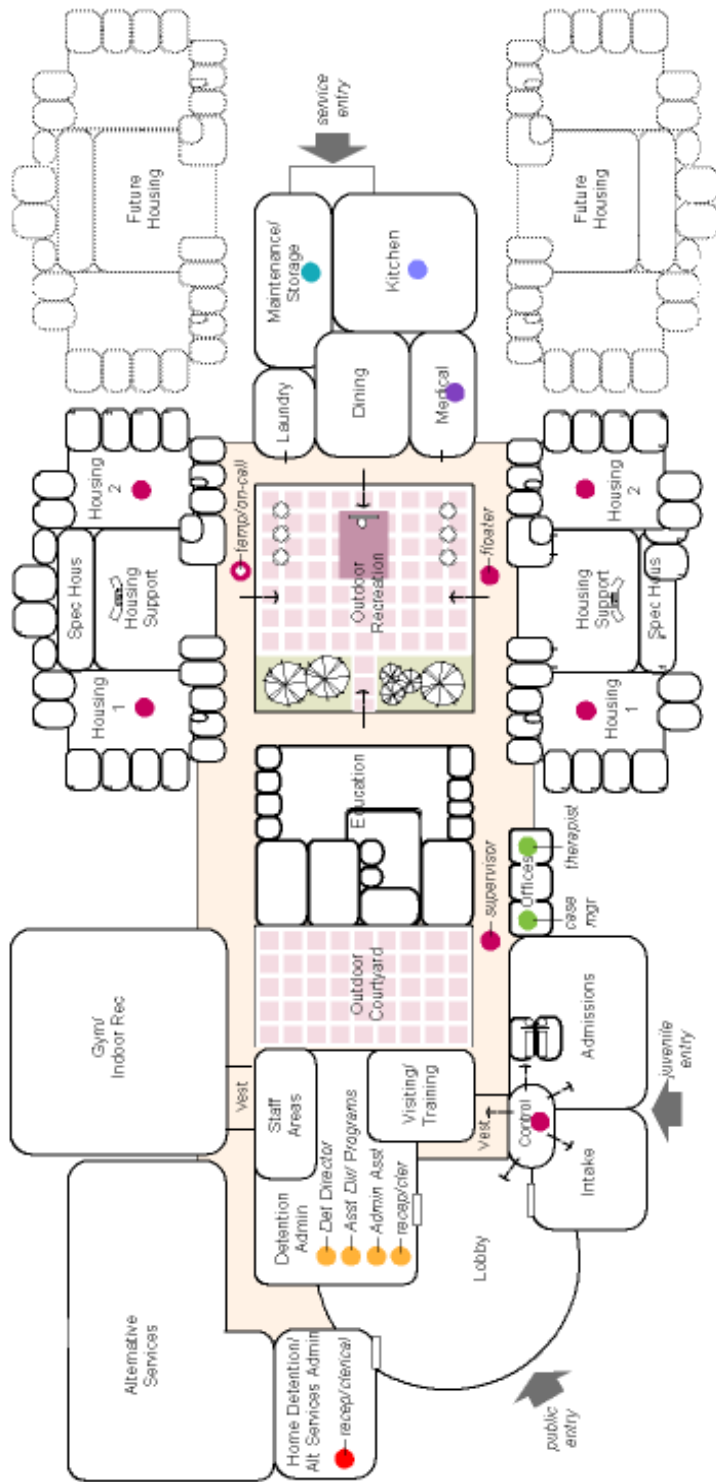
Table Five illustrates additional (new) staffing required for the proposed female treatment program at the Cary Home. Existing Cary Home staff will provide all necessary support and assistance to this program (administration, food service, health service, maintenance, emergency response, etc.), but additional direct supervision staff are required to ensure appropriate management and program opportunities for females in physically separated housing and activity areas. Annual new staffing costs are estimated at **\$279,977**. Non-personnel expenses are expected to range from **\$35,000 - 50,000** annually. Total new operating expenses of up to **\$330,000** are thus anticipated.

Table Five Projected Tippecanoe County Female Treatment Staffing Requirements (FTE) & Costs									
Staff Positions	Number per Shift			Sub-total	Relief Factor	Total Staff	Salary (at 3 - 7 years)	Benefits *	Total Salary + Benefits (All Staff)
	1st	2nd	3rd						
Direct Super Line Staff (Housing) - PAT1	1	2	1	4	1.75	7.00	\$28,287	\$ 11,710	\$ 279,977

*Staffing Post Diagrams*

The drawings on the following pages graphically depicts the staffing posts required for each shift (morning, evening, night) at the proposed Juvenile Justice Center. The drawings indicate general staff locations and help to verify the need for specific numbers of staff based on anticipated resident capacities and program activities.

**Tippecanoe County Juvenile Justice Center**  
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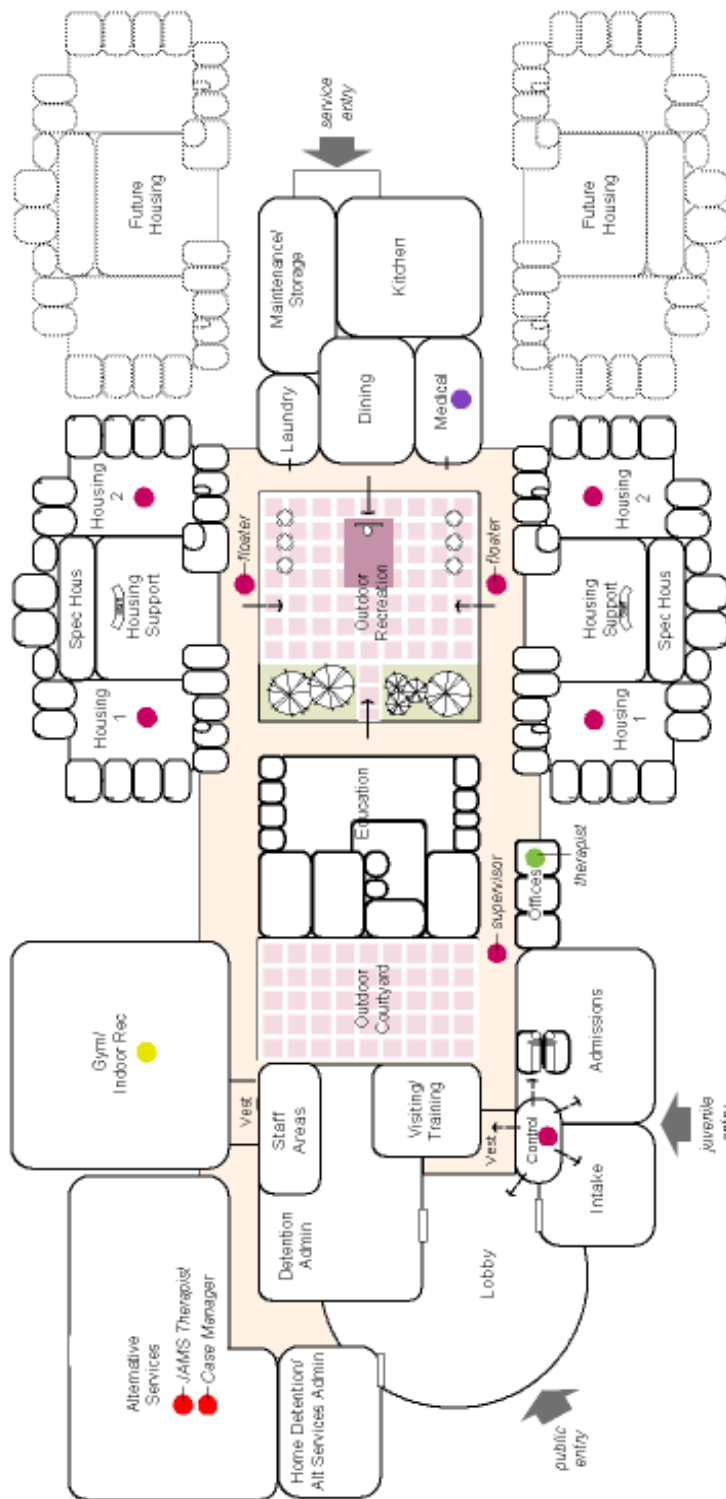


**Juvenile Justice Center Staffing Diagram (New Staff Only)**

**First Shift**

- Detention Line Staff
- Cook
- Temp/On-Call (Floater)
- Nurse
- Administration Staff
- Therapist/Case Manager
- Maintenance
- Alternative Services

**Tippecanoe County Juvenile Justice Center**  
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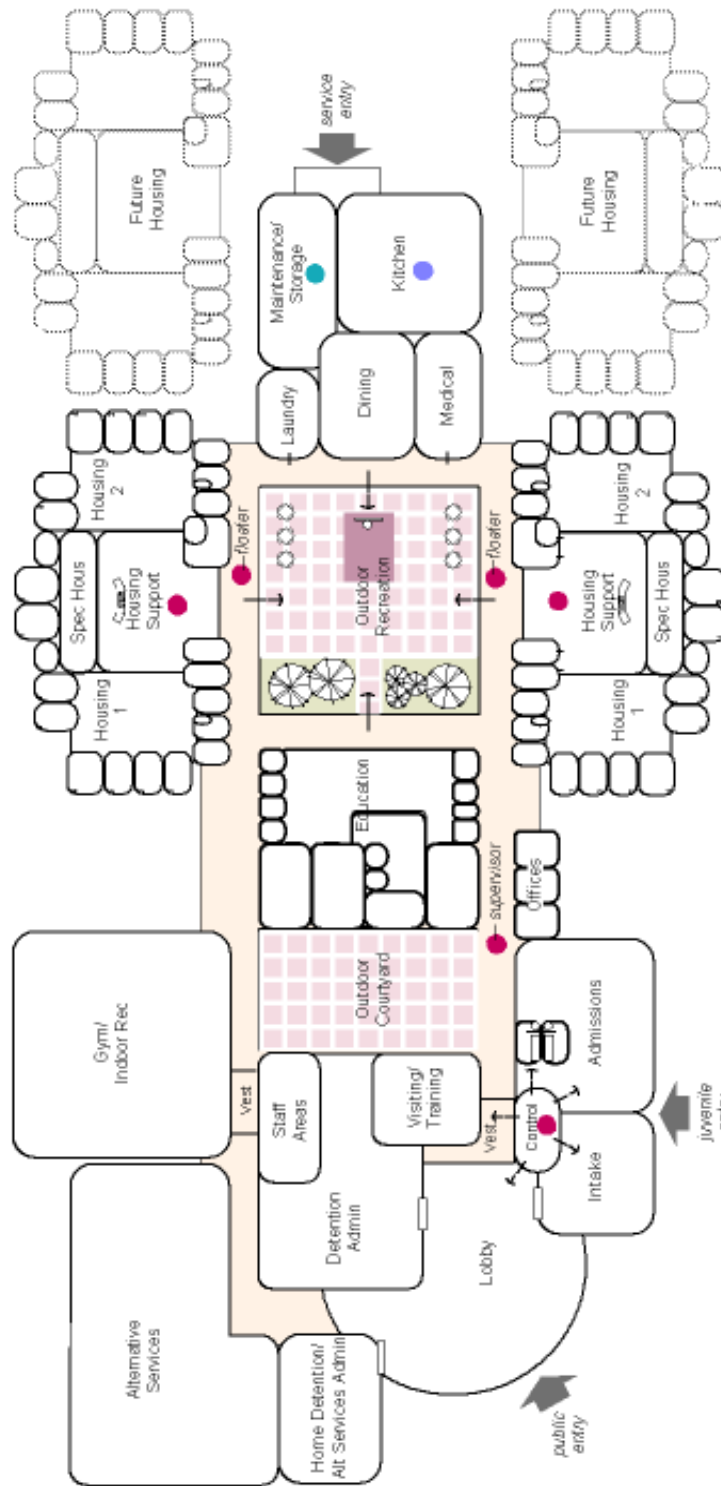
**Juvenile Justice Center Staffing Diagram (New Staff Only)**

**Second Shift**

- Detention Line Staff
- Nurse
- Therapist/Case Manager
- Recreation Coordinator
- Alternative Services



**Tippecanoe County Juvenile Justice Center**  
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**Juvenile Justice Center Staffing Diagram (New Staff Only)**  
**Third Shift (Overnight)**

- Detention Line Staff
- Custodial
- Cook

## **Tippecanoe County Juvenile Justice Center**

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### ***Architectural Program Verification***

#### **Future Courts and Related Functions**

Juvenile court hearing areas, support spaces, and related functions are not planned during initial development phases of the Juvenile Justice Center. Court and county authorities, however, have indicated that the Center should accommodate future implementation of several courtrooms and all associated support and related functions in response to anticipated increases in the court caseload.

Planning to date has determined that satellite court operations, i.e., with some juvenile court and related activities at the existing Courthouse and others at the Juvenile Justice Center would not be practical. Close association between all components, including the judiciary, the prosecutor, the public defender, juvenile probation, and CASA is considered essential, and each of these functions (specifically all staff assigned to juvenile court case processing and services) should be co-located at the new Juvenile Justice Center to ensure appropriate access, interdepartmental cooperation, and coordination of effort.

Preliminary planning focused on the development of a single public lobby serving both juvenile detention and courts activities so that all visitors could use a single point of entry. This would also simplify security screening practices. Subsequent consideration of pedestrian circulation, secure resident movement to court, and the potential need to separate juveniles attending Alternative Services from the public attending court has suggested that courts and related areas may be separate from the detention lobby and entry. Internal resident circulation from detention to courts areas remain an essential concern. Initial design efforts for the Juvenile Justice Center should also take into account the possibility of locating future courts on a second level (above Alternative Services and Detention Administration and lobby areas) to facilitate direct resident access to courtrooms, separation of courts lobbies and detention lobbies, and efficient use of available site area.

The following pages contain the architectural program for the future courts areas (courtrooms, offices and support), lobbies and public areas, prosecutor and public defender offices, juvenile probation, and the CASA program. A total required building area of approximately **21,000 square feet** (see Table Six) is projected. Total project cost for courts-related development is estimated at about **\$4.13 million** in 2005 dollars.

**Tippecanoe County Juvenile Justice Center**  
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<b>Component Name: COURTS - 9.000</b>					
<b>Subcomponent: Courts Areas</b>					
<b>Component Number: 9.100</b>					
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
9.100	Security Screening Area	80	1	80	required if public access separate from detention lobby
9.101	Security Staff Station	100	1	100	required if public access separate from detention lobby
9.102	Court Waiting (Public)	750	1	750	seating for 50
9.103	Interview Rooms	70	3	210	at Court Waiting
9.104	Large Interview Room	120	-	0	not required
9.105	Public Restrooms	120	2	240	male and female
9.106	Hearing Room/Multipurpose Activities	750	1	750	gallery for 24, movable chairs
9.107	Main Court Room	1,250	1	1,250	with jury box, gallery for 50
9.108	Court Room Foyers	65	2	130	
9.109	Judicial Office	260	2	520	small meeting, robing, no RR
9.110	Conference/Jury Deliberation	200	1	200	
9.111	Staff Conference	150	-	0	not req'd (Jury Conf shared)
9.112	Clerical Support/Work Area	160	1	160	2 stations, equip, private wait
9.113	Court Administrator Office	140	1	140	with small meeting
9.114	Law Clerk Office	110	1	110	
9.115	Court Reporter Office/Storage	256	1	256	4 workstations at 64 SF
9.116	Files Storage Room (Active)	200	1	200	high density
9.117	Production Room	150	-	0	see workroom
9.118	Court Clerk Work Area/Reception	192	1	192	3 stations, at Court Waiting
9.119	Teller Stations/Counter	25	2	50	at Court Clerk Work Area
9.120	Clerk Storage	70	1	70	
9.121	Supplies Storage	40	1	40	
9.122	Work Room	140	1	140	
9.123	Coffee Counter	10	1	10	
9.124	Staff Restrooms	50	2	100	unisex, for court staff, at court areas, ADA access
9.125	Secure Holding Rooms	70	2	140	required if juveniles staged in groups from detention
9.126	Juvenile Restroom	50	1	50	required if juveniles staged in groups from detention
9.127	Detention Staff Area	80	1	80	required if juveniles staged in groups from detention
9.128	Non-contact Interview Rooms	80	1	80	ADA access
9.129	Court Security Staff Office	160	1	160	at judicial areas
9.130	Court Staging Room (Secure)	80	-	0	holding area between court/hearing rooms, may be req'd
<b>Total Net SF</b>				<b>6,208</b>	

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<b>Component Name:</b>		<b>COURTS - 9.000</b>			
<b>Subcomponent:</b>		<b>Prosecutor Office</b>			
<b>Component Number:</b>		<b>9.200</b>			
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
9.200	Waiting Area	80	1	80	6 users
9.201	Clerical Work Area/Reception	140	1	140	2 stations, equipment
9.202	Deputy Prosecutor Office	160	3	480	
9.203	Administrative Assistant Office	120	1	120	
9.204	Investigator Offices	100	1	100	
9.205	Victim Advocate Office	100	1	100	
9.206	File Storage	120	1	120	high density
9.207	Workroom/Supplies	140	1	140	
9.208	Conference Room	150	1	150	10 users
9.209	Coffee Counter	10	1	10	
<b>Total Net SF</b>				<b>1,440</b>	

<b>Component Name:</b>		<b>COURTS - 9.000</b>			
<b>Subcomponent:</b>		<b>Public Defender Office</b>			
<b>Component Number:</b>		<b>9.300</b>			
<b>Space Number</b>	<b>Space/Component</b>	<b>Square Feet</b>	<b>Number</b>	<b>Total Net SqFt</b>	<b>Comments</b>
9.300	Waiting Area	80	1	80	6 users
9.301	Clerical Work Area/Reception	140	1	140	2 stations, equipment
9.302	Public Defender Office	160	3	480	
9.303	Administrative Assistant Office	120	1	120	
9.304	Investigator Office	100	1	100	
9.305	File Storage	120	1	120	high density
9.306	Workroom/Supplies	140	1	140	
9.307	Conference Room	150	1	150	10 users
9.308	Coffee Counter	10	1	10	
<b>Total Net SF</b>				<b>1,340</b>	

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<b>Component Name: COURTS - 9.000</b> <b>Subcomponent: CASA Office</b> <b>Component Number: 9.400</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
9.400	Waiting Area	80	1	80	6 users, may not be required
9.401	Clerical Work Area/Reception	140	1	140	2 stations, equipment
9.402	CASA Director Office	160	1	160	
9.403	Child Advocate/Volunteer Offices	100	2	200	
9.404	File Storage	120	1	120	
9.405	Workroom/Supplies	140	1	140	high density
9.406	Conference Room/Training	200	1	200	not required
9.407	Coffee Counter	10	1	10	
9.408				0	
<b>Total Net SF</b>				<b>1,050</b>	

<b>Component Name: COURTS - 9.000</b> <b>Subcomponent: Probation Office</b> <b>Component Number: 9.500</b>					
Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
9.500	Waiting Area	300	1	300	seating for 20, may be reduced to 100 SF if direct access from Court Waiting area provided
9.501	Clerical Work Area/Reception	210	1	210	3 workstations, equipment
9.502	Chief Probation Officer Office	0	-	0	
9.503	Deputy Chief PO Office	160	1	160	
9.504	Administrative Assistant Office	120	1	120	
9.505	Juvenile PO Offices	100	10	1,000	
9.506	Visiting Staff/Service Provider /Intern Offices	130	2	260	2 workstations
9.507	Special Program Office (Unassigned)	120	1	120	
9.508	File Storage	150	1	150	high density
9.509	Workroom/Supplies	140	1	140	
9.510	Conference Room	225	1	225	15 users
9.511	Drug Screening/Restroom	60	1	60	locked supplies storage cabinet, refrigerator
9.512	Coffee Counter	10	1	10	
<b>Total Net SF</b>				<b>2,755</b>	

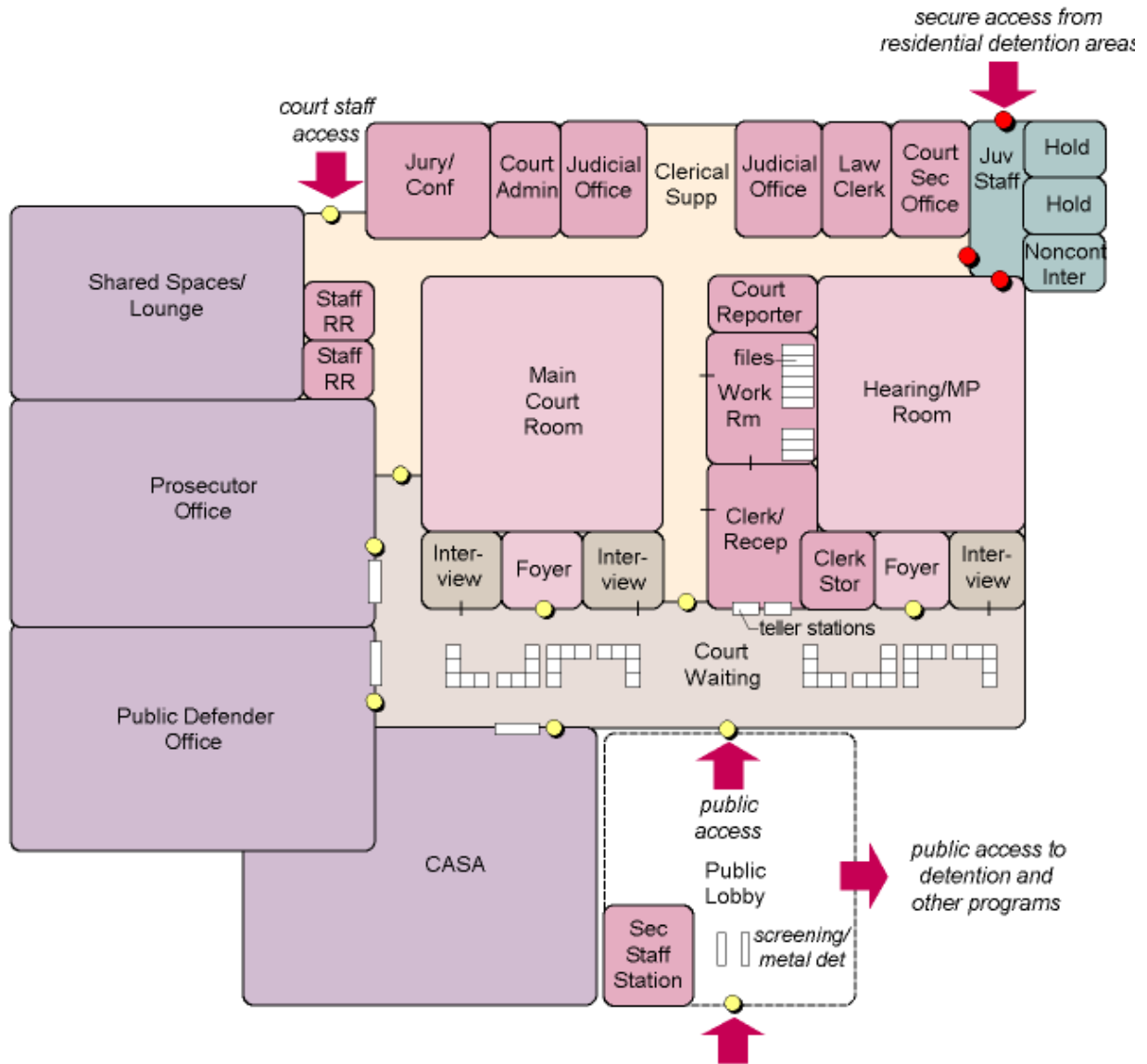
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**Component Name: COURTS - 9.000**  
**Subcomponent: Shared Spaces**  
**Component Number: 9.600**

Space Number	Space/Component	Square Feet	Number	Total Net SqFt	Comments
9.600	Employee Lounge	160	1	160	seating for 8, cabinet storage, counter with sink, vending
9.601	Central Distribution Room	200	1	200	computer network, phones
9.602	Computer Workroom	140	1	140	direct access from MIS Office
9.603	MIS Office	120	1	120	locate in Courts areas (near Court Administrator or Clerk functions) or near Prosecutor's Office
9.604	Storage	150	1	150	high density
9.605	Janitor Closets	20	3	60	
9.606	Staff Restrooms	120	2	240	
<b>Total Net SF</b>				<b>1,070</b>	

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*Note: Access from secure detention to courtrooms should occur through secure areas only. Resident access to two courtrooms will require passage through judicial corridor if single level construction. Two story construction will permit independent access.*

**Courts and Related Functions Diagram**

- secure access control
- secondary access control

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Table Six AREA SUMMARIES AND PROJECTED GROSSING FACTORS - COURTS AND RELATED AREAS				
Space Number	Space/Component	Net Assignable SqFt	Departmental Grossing Factor	Gross SqFt by Area
<b>9.000</b>	<b><u>Courts and Related Areas</u></b>			
9.100	Courts Areas	6,208	30%	8,070
9.200	Prosecutor Office	1,440	25%	1,800
9.300	Public Defender Office	1,340	25%	1,675
9.400	CASA Office	1,050	25%	1,313
9.500	Probation Office	2,755	25%	3,444
9.600	Shared Spaces	1,070	30%	1,391
	<b>Subtotal - Courts and Related Areas</b>	<b>13,863</b>		<b>17,693</b>
	<b>Total Projected Departmental GSF</b>			<b>17,693</b>
	<b>Building Grossing Factor 20% (Mechanical Space, Walls, Circulation)</b>			<b>3,539</b>
	<b>Total Projected Building Area (Courts and Related Areas)</b>			<b>21,232</b>

Note: The 20% building grossing factor used for this computation assumes that extensive corridor networks to connect court areas to detention areas are not required. Court location cannot be determined until site planning is completed.

**Estimated Project Costs - Courts and Related Areas**

For the construction of courts and related areas (courtrooms, court waiting, court offices, prosecution component, public defender component, CASA component, probation component and shared spaces), now estimated at 21,232 Gross Square Feet, an average construction cost of \$138 per square foot is now projected. This cost reflects estimated courts construction costs of ±\$145/SF and ±\$135/SF for other functional components (primarily office spaces). Project costs are thus estimated as follows:

21,232 Gross SF X \$138/SF	=	<b>\$2,930,016</b>	Estimated Construction Cost
\$2,930,016 X 8.5% (Estimated Arch/Eng Fees)	=	\$249,061	
\$2,930,016 X 11.0% (Estimated Sitework Fees)	=	322,301	
\$2,930,016 X 5.0% (Estimated Furnishings)	=	146,500	
<u>\$2,930,016 X 10.0% (Estimated Design Contingency)</u>	=	<u>293,001</u>	
<b>Estimated Total Project Cost</b>	=	<b>\$3,940,879</b>	

The indicated Total Project Cost, **\$3,940,879**, represents a best approximation of anticipated expenses for construction of the type envisioned for calendar year 2005 based similar projects completed in recent years. Project funding through the midpoint of construction during calendar year 2006 should take into account anticipated construction cost increases of four to six percent. A five percent increase yields an estimated Total Project Cost of about **\$4.13 million** for all court and related functions.

Since a site has not been selected at this time, authorities may wish to consider the inclusion of a construction contingency in addition to the design contingency for budgeting purposes. A construction contingency attempts to account for unforeseen additional costs associated with unusual site conditions or construction requirements. A five percent contingency at this stage of



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the project may typically be considered. In this case, an additional \$146,500 would be budgeted.

Site acquisition costs are not included in this estimate.