

Hidalgo County Courthouse Master Plan

A Scope Development for Judicial and Government Facilities in Edinburg, Texas

November 2012

THE CITY OF EDINBURG

ero architects

© 2012 ERO Architects. All rights reserved.

This master plan document titled Hidalgo County Courthouse Master Plan and dated November 20, 2012 has been approved by the Hidalgo County Commissioners' Court.

Hidalgo County Judge _____ Date _____

Attest:
Hidalgo County Clerk _____ Date _____

November 20, 2012

Dear Hidalgo County Commissioners' Court:

ERO Architects is pleased to submit this Hidalgo County Courthouse Master Plan. This document provides a strategic vision and roadmap for the possibility of a new Hidalgo County Courthouse and its departments.

In October 2011, a 28-member county stakeholder committee came together with the ERO Architects Planning Team to develop a master plan. This plan is the result of numerous meetings and efforts by the following stakeholder groups: courthouse master plan committee, judges, lawyers, other county employees and the public.

ERO Architects referenced the Whole Building Design Guide (WBDG) publication; a program of the National Institute of Building Sciences as a benchmark for this master plan to develop a comprehensive assessment of existing and future space requirements for all county departments. Through the assistance of Commissioners' Court, ERO Architects obtained public input by hosting community forums at each of the four precincts. ERO Architects also created a project website solely devoted to the master plan process. *[https://sites.google.com/site/hcch-masterplan]*

This master plan includes cost estimates, site analysis, proposed schedule and overall design criteria for a new courthouse along with remediation and renovation of the existing courthouse. Also included in this study as appendices are: a property condition and environmental assessment of the existing courthouse previously submitted to Hidalgo County by ERO Architects, space summaries by department and a historical preservation plan.

We appreciate the opportunity to participate in a planning process that will be of historical record for many years to come.

Sincerely,



Eli R. Ochoa, PE, AIA
Principal-in-charge

ero architects™

i. Signature 3
ii. Introduction Letter 4

I. Letter from Hidalgo County Judge 6

II. Acknowledgements 7

III. Executive Summary 11

IV. History of the Hidalgo County Courthouse 17

V. Project Justification 25
A. Existing Building Conditions 28
B. Space Deficiencies 29
C. County Growth 30

VI. Process Methodology 33
A. Stakeholder Involvement 35
B. Discovery and Analysis Phase 36
C. Vision 44
D. Refinement and Completion 47

VII. Preferred Vision 49
A. Proposed Site Location 51
B. Preferred Vision Description 55
C. Building Access for Preferred Vision 57

VIII. Implementation Plan of Preferred Vision 61
A. Schedule 63

IX. Other Requirements 65

X. Codes & Standards 71

XI. Appendix 75
i. Abbreviations 77
ii. Adjacency Diagrams 81
iii. Program of Spaces 97
iv. Room Data Sheets 131
v. Executive Summary of Existing Courthouse Conditions 141



RAMON GARCIA
HIDALGO COUNTY JUDGE
Office of the Hidalgo County Judge
1615 S. Closner, Ste. J
Edinburg, TX 78539
Phone: (956) 318-2600
Fax: (956) 318-2699

July 17, 2012

Dear Citizens of Hidalgo County:

As your County Judge, striving to improve the quality of life and delivery of County government services for our residents has always been top priority. Our residents utilize our Hidalgo County Courthouse on a regular basis, to register or record a new business, to serve on a jury, to attend a court hearing, or to get married. Our Courthouse is the cornerstone of our community.

The Hidalgo County Courthouse was built in 1954 to serve the needs of a much smaller community. Over fifty years later, and with a population increase of nearly 480%, our judicial system and administrative needs have long outgrown the existing Courthouse. Furthermore, the aging building has serious spatial, structural, and functional issues that require serious and immediate attention.

As your leaders, we are tasked with the opportunity to meet the current and future needs of our community. A Courthouse Master Plan Committee, comprised of members of the public and the judicial community, convened over the last several months to provide guidance and insight for a new Courthouse. Their work helped determine the current and future spatial needs for a Courthouse that will serve our County for generations. The committee was also tasked with seeking the most efficient and cost-effective ways to accommodate the present needs and to project for anticipated growth. I applaud the committee's leadership and foresight and their dedication to serving the needs of our residents. The result of their efforts is a Courthouse Master Plan, a comprehensive document that details the committee's research, findings and recommendations, and is presented herein for your consideration.

Once again, I wish to express my sincere appreciation for all who were involved with this master planning process. The ongoing engagement of our communities is vital for the success of our County.

Yours truly,

Ramon Garcia
Hidalgo County Judge

COUNTY OF HIDALGO

Commissioners' Court

- Hidalgo County Judge Ramon Garcia
- Precinct 1 County Commissioner Joel Quintanilla
- Precinct 2 County Commissioner Hector "Tito" Palacios
- Precinct 3 County Commissioner Joe M. Flores
- Precinct 4 County Commissioner Joseph Palacios
- Valde Guerra, Commissioners' Court Executive Officer

Budget Office

- Sergio Cruz, Budget Officer
- Dina Treviño, Assistant Budget Officer
- Rey Salazar, Director of Strategic Planning Division

County Judge's Office

- Yolanda Chapa, Chief Administrator for County Judge's Office
- Michael Leo, Executive Assistant for County Judge's Office

City of Edinburg

- Mayor of Edinburg Richard Garcia
- City Manager Ramiro Garza
- Acting City Manager Shawn M. Snider
- Councilmember Place 1, Mayor Pro-Tem Agustin "Gus" Garcia
- Councilmember Place 2 JR Betancourt
- Councilmember Place 3 Homer Jasso, Jr.
- Councilmember Place 4 Elias Longoria Jr.

Edinburg Economic Development Corporation

- Executive Director Nelda Ramirez
- Mayor Richard Garcia, President, EEDC Board of Directors
- Dr. Glen Martinez, Vice-President, EEDC Board of Directors
- Fred Palacios, Secretary-Treasurer, EEDC Board of Directors
- Jaime Rodriguez, EEDC Board of Directors
- Felipe Garcia, EEDC Board of Directors

MASTER PLAN TEAM

ERO Architects

- Eli R. Ochoa, PE, AIA
- Manuel Hinojosa, FAIA
- Octavio Cantú, AIA
- Albert G. Chronis
- Erica B. Salinas
- Jaime Jimenez
- Perla Rodriguez

Godinez Communications

- Brian Godinez
- Elizabeth C. Martinez
- Mariano Rivera, Jr.
- Miguel Carrera

Gallegos Project Management

- Gilbert Gallegos, AIA
- Diana Bravo-Gonzalez, AIA
- Xochitl Ortiz

Limbacher-Godfrey Architect

- Laurie Limbacher, AIA

ERO Architects would like to acknowledge the Master Plan Committee members for their contribution to this Hidalgo County Courthouse Master Plan.

STAKEHOLDER REPRESENTATIVES

Hidalgo County Judge's Office Project Liaison ..... Michael Leo
County Judge Community At-Large Appointee ..... Juan M.Pena
County Judge Appointee ..... Yolanda Chapa
Precinct 1 Community At-Large Appointee ..... Juan M. Medina
Precinct 1 Appointee ..... Eddy Gonzalez
Precinct 2 Community At-Large Appointee ..... Virginia Townsend
Precinct 2 Appointee ..... Raul Silguero
Precinct 3 Community At-Large Appointee ..... Fern McClaugherty
Precinct 3 Appointee ..... Mingo Villarreal
Precinct 4 Community At-Large Appointee ..... Cullen Looney
Precinct 4 Appointee ..... Marcos Lopez
Budget and Management Office ..... Sergio Cruz
Purchasing Department ..... Oscar Garza
District Attorney's Office ..... Homer Vasquez
District Clerk's Office ..... Laura Hinojosa
District Clerk's Office ..... Rene Rangel
County Clerk's Office ..... Arturo Guajardo Jr.
Chief Deputy for County Clerk ..... Annette Muniz
HC Board of Judges 93rd District Court ..... Judge Rodolfo Delgado
HC Board of Judges 332nd District Court ..... Judge Mario E. Ramirez, Jr.
HC Board of Judges County Court #4 ..... Judge Fred S. Garza, Jr.
Sheriff's Office ..... Lt. Gabriel Castaneda
Indigent Defense Office ..... Isidro Sepulveda, Jr.
Public Defender's Office ..... Jimmy Gonzalez
Facilities Management Department ..... Rick Sunday
Hidalgo County Bar Association ..... Paul Wilson
Hidalgo County Bar Association ..... Rey Merino
City of Edinburg Mayor ..... Richard Garcia
City of Edinburg Acting City Manager ..... Shawn M. Snider
City of Edinburg EDC Director ..... Nelda Ramirez
Commissioners Court Executive Officer ..... Valde Guerra
Chief Information Officer ..... Renan Rodriguez

Executive Summary

Executive Summary

OVERVIEW

This master plan study was commissioned to determine the space needs, both current and future, for Hidalgo County. It will be used to make recommendations on the most efficient and cost effective ways to expand and accommodate the various county departments for the next 23 years.

The recommendations give significant weight to mitigating security and safety concerns that occur in the current facilities for the staff and public using them. In order to accomplish this task, ERO Architects was hired along with Godinez Communications and Gallegos Project Management to implement and guide the master plan process to ultimately deliver a comprehensive document with recommendations for future growth. This document would ultimately be approved by Hidalgo County Commissioners and the Hidalgo County Judge.

A master plan committee was formed, made up of representatives from the county judge's office, county commissioners appointees, community-at-large appointees, budget and finance office, facilities department, district attorney's office, purchasing department, county and district clerks, sheriff's office, public defender's office, indigent defense office, Hidalgo County Bar Association and the City of Edinburg. These committee members served as stakeholders and provided opinions and comments throughout the process. Public meetings were also held in each of the four precinct offices to engage the citizens of Hidalgo County in the process, as well as to obtain public comment and support for the master plan.

MASTER PLAN APPROACH

There were three phases to this master plan: Discovery and Analysis; Vision and Concepts; and Refinement and Completion. The master plan was completed using an accelerated schedule with completion within seven months.

The team considered the following factors, evaluating both the existing building and functions plus the proposed new buildings and functions:

1. Master planning approach
   - » Site analysis
   - » Assessment of buildings
   - » Facility programming of county departments
   - » Design criteria—Historical and Architectural
2. Mechanical systems conditions
3. Project schedule for implementation
4. Conceptual cost estimating

SPATIAL DEFICIENCIES

The Master Plan Team conducted face-to-face interviews with each of the county stakeholders to determine the spatial requirements of each department. This master plan presents spatial requirements for existing needs and for projected 23-year needs. Additionally, the planning team toured the existing facilities with each of the stakeholders to determine how well the existing facilities accommodated their current needs both spatially and functionally. A space summary was

generated for each of the existing county departments to document their current and future space needs. These future needs were determined by projected staff counts and space needs benchmarked to already established best practices for a building of this type and size.

After conducting the interviews and the facility assessments, it was determined that there are significant spatial, functional and maintenance related deficiencies within each of the facilities studied in this report. Of particular concern was the courts function which had the most need for space and security. It was determined that the existing facilities were not adequately supplying the stakeholders with the appropriate amount of space or configuration that allowed for proper work flow and security. Additionally, it was determined that the ability of these existing facilities to be upgraded and expanded to accommodate future need was minimal.

SPACE NEEDS

The Hidalgo County population has grown over 476% since 1954, when the original Hidalgo County Courthouse was built. Hidalgo County currently has a population of approximately 800,000 citizens and the population of the county was only 168,000 in 1954. At that time, the county departmental square footage was originally 56,000 square feet and has only grown to 193,000 square feet, encompassing both the current courthouse and administration building. The space summary that was developed for this master plan forecasts spatial needs expanded to 418,000 GSF to accommodate existing functions for proper work and efficiency. Those projected needs will be expanded further, to 500,000 GSF 23 years from now. (Offsite storage is not included in these numbers).

SUMMARY OF EXISTING SQUARE FEET	
Existing Courthouse Building	93,000
Annex Building	8,000
Administration Building	92,000
Total Square Feet	**193,000**

SUMMARY OF CURRENT AND PROJECTED SQUARE FOOT NEEDS		
	Current Need	23-Year Projected (15%)
District & County Clerks	69,000	91,000
DA (Admin Bldg)	55,000	73,000
Courts Building	294,000	336,000
	418,000 GSF	**500,000 GSF**

The Preferred Vision for meeting Hidalgo County's current and future space needs includes:

Building one new 294,000 square foot New Courts Building to house the county and district courts. The projected needs will be fulfilled by building enough shell space, which can be easily finished out as needed and as caseloads increase. The following spaces would be housed in the new courts building:

- County and District Courts
- Judge's chambers and auxiliary administration spaces
- Secure judge's parking
- Lobby shared spaces, such as security cueing and processing
- Cafeteria
- Auditorium
- Support spaces, such as restrooms and facilities maintenance

This preferred vision also includes the restoration and remediation of the existing 93,000 square foot historic Hidalgo County Courthouse. This historic building would then house the Clerks Building, which would be home to the following departments and functions:

- County Clerk
- District Clerk
- Facilities
- IT

The office of the District Attorney would remain in its recently remodeled current location in the Administration Building across from the new courthouse site.

Also of utmost importance is the location of the New

Courts Building. The recommendation is that the New Courts Building should remain in the historic Edinburg town square and be placed directly across the street from the DA's office (Administration Building) and directly east of the Clerks Building (existing historic Hidalgo County Courthouse). This would allow equal access from both the clerks and the district attorney. If possible, it is recommended that the New Courts Building be connected to the DA's office via a skybridge.

COSTS AND IMPLEMENTATION

The Master Plan Team explored several options with Hidalgo County for financing of the new courthouse and the restoration of the existing courthouse. Multiple financing meetings were held with the county's Budget Office and county officials to discuss the various options, which included the possible use of General Obligation Bonds, Certificates of Obligation bonds and Public Private Partnerships (P3). The conceptual cost for meeting the current and future needs of Hidalgo County based on the above noted recommendations are as follows:

NEW COURTS BUILDING	
Construction Budget	$71,988,000
Total Project Cost	**$88,477,000**
TOTAL BUDGET FOR RECOMMENDATIONS: APPROXIMATELY $112,973,000	

RENOVATION AND REMEDIATION OF EXISTING COURTHOUSE	
Construction Budget	$13,072,500
Total Project Cost	**$15,776,000**
ESTIMATE TO TEMPORARILY MOVE ALL DEPARTMENTS DURING TWO-YEAR CONSTRUCTION: $5,300,000	

The master plan provides Hidalgo County with a guide to begin the process of procuring architectural services and begin the design of the new courthouse facility and restoration of the existing courthouse.

Construction Method

Our recommendation for project delivery is Construction Manager at-risk (CMAR) due to the size of the project. Construction management at-risk is seen by many policy-makers and legislators as an innovative approach to public sector project delivery. Advantages to CMAR over traditional methods of procurement are:

- Increases the speed of the project and can also strengthen coordination between the architect/engineer and the construction manager.
- The client hires the construction manager based on qualifications, thus better ensuring a construction manager with a strong allegiance to the client, because their business relies on references and repeat work.
- Construction managers, architects/engineers, and the client all collaborate. This creates enhanced synergies throughout the process.
- Transparency is enhanced, because all costs and fees are in the open, which diminishes adversarial relationships between components working on the project, while at the same time eliminating bid shopping.

A contractor with extensive courthouse construction experience should be considered. It is also recommended that a contractor with restoration and remediation of historic building experience be hired to renovate the existing courthouse. The phasing of construction will also be important because the New Courts Building will have to be built prior to the renovation of the existing courthouse.

History of the Hidalgo County Courthouse

History of the Hidalgo County Courthouse

It's important to consider the history of Hidalgo County as we begin to design the new courthouse. History allows us to understand the original intent behind establishing a courthouse on what was at the time, a barren and unoccupied piece of land. More importantly, history allows us to consider the intent of the original architects when they began to design it, their choice of style, as well as strategically locating their building on-site.

The preservation of a historical building, such as the Hidalgo County Courthouse, plays a huge role in the planning, design and development of new buildings related to its original purpose.

A complete Historical Preservation Plan document was developed by the ERO Architects Master Plan Team, and will be delivered to Commissioner's Court along with this master plan. The preservation plan outlines and sets forth a course of action to be taken if the Commissioner's Court decide to renovate and restore the existing historic courthouse.



Spanish Colonial style courthouse.

The preservation plan will provide guidance to the property owner(s) and the architect(s) regarding the protection of the historic building.

Honoring the past is one of ERO Architects' distinctive values regarding design. For this reason, extensive research on the history of Hidalgo County and the courthouse itself was conducted.

EARLY HIDALGO COUNTY

History allows us to understand how the courthouse was located on a barren unoccupied piece of land and the intent of the original architects when they set out to design it.

Brownsville was one of the first settlements established on the north bank of the Rio Grande River, mainly due to its proximity to the Gulf of Mexico and its proximity to Matamoros on the Mexican side of

the border. La Habitacion, a ranch settlement on the Rio Grande dating from 1774, was made the county seat.

In the late 1800s, beginning settlements were located along the Rio Grande with scattered ranches located at watering holes along its banks. The river was the path of travel for steamboats with roads along the banks.

In 1852, the Texas Legislature created Hidalgo County from the western end of Cameron County. Population in the new county was highest along the Rio Grande, where the original Spanish land grants (*porciones*), long narrow tracts extending north of the river bank, had been settled as ranches and small towns. Transportation, farming and trade with Mexico were the primary activities along the river. In the area north of the river, larger tracts of land supported livestock and large ranch holdings.

The first Hidalgo County Commissioners Court met on September 2, 1852 in temporary quarters in S.E. Smith's store and their first order of business was to regulate the operation of ferries crossing the river. The Court arranged to lease a building from Smith for use as the courthouse and purchased the building the following year, at a cost of $750. Smith also added a brush fence around the courthouse. At some point, perhaps as early as 1861, the town was renamed Hidalgo.

RAILROAD EXPANSION

In 1871, the Rio Grande Railway Company completed a rail line from Brownsville and present-day Port Isabel to help transport goods. This spurred many different rail lines.

In 1886, Hidalgo County decided to build a new courthouse away from the edge of the river to avoid flooding and to align with the rails on the Rio Grande route. Construction was completed by Martin Hanson and S. W. Brooks.

Aware that Southern Pacific's track from Alice to Lasader's ranch in present day Falfurrias would even-



Figure 1. Exporting goods to the north via railway had a great influence on the courtroom site.

tually create a connection to San Antonio, Hidalgo County pushed hard to bring the new line west from Harlingen to Mercedes past Mission to Sam Fordyce. John Closner, who was known as the father of modern Hidalgo County, came to Hidalgo in 1884 and purchased land in the area. He was appointed deputy sheriff of Hidalgo County and later became a commissioner for the county. He was one of the largest landholders and his acquisitions included San Juan Plantation, which was 7,000 acres.

Former County Commissioner John Closner, who owned property in the town of San Juan, set out with then-County Judge Dennis Chapin to build a city on property purchased from County Commissioner William Sprague's La Coma Ranch, which is the area where present day Edinburg is. This formed a connection from Chapin to San Juan (see figure 1).

Growth in Hidalgo County continued to increase after the St. Louis, Brownsville and Mexico Railway connection to Brownsville was chartered on July 4, 1904. The line was part of a rail network built to connect Chicago, St. Louis and the Midwest to Louisiana, Texas and Mexico.

NEW COUNTY SEAT

Closner, aware of the potential for commercial agriculture began planning for irrigation and railroad networks that would be developed due to abundant population growth. In 1906, Closner and Sprague built the first branch of the San Antonio and Rio Grande Valley Railroad from the Sam Fordyce branch at San Juan Plantation north to the new town of Chapin. Closner and Sprague donated 1,400 acres for the development of Chapin, and in partnership with the County Judge platted the new townsite on November 7, 1908. A month before, the three men had engineered an election to consider the relocation of the county seat from Hidalgo, on the Rio Grande, to Chapin, about 20 miles to the north. In the middle of the night, the courthouse building was moved from Hidalgo to Chapin. Nearly 10 years later, Chapin was renamed Edinburg, in deference to settler John Young, who was born in Edinburgh, Scotland.



In 1952, R. Newell Waters used the International Style of architecture to design the Hidalgo County Courthouse.

In 1909, the Commissioners' Court hired architects Atlee B. Ayers and Henry T. Phelps out of San Antonio to design the Spanish colonial revival-style courthouse situated at the crossroads in Edinburg. The Mission Style architecture of the building had four facades each facing traffic heading into courthouse. The style was at the height of its popularity between 1890 and 1915, and was characterized by smooth plastered walls, arched openings and red tile roofs.

In 1924, the completion of the Falfurrias connection from the north and a parallel rail service from the west established the crossroads that exist today.

In 1952, after out growing its present facility, the Commissioners' Court hired Weslaco architect R. Newell Waters to design the present Modern and International Style courthouse. His intent was also to have the faces of the new building on roadways similar to Closner's intent to create a "crossroads" in the center of Edinburg, but because the old courthouse hadn't been demolished yet, Waters could not include the north/south façade exposure.

The $1.5 million courthouse was completed in 1954 with 70,000 square feet and held all the branches of government under one roof. In 1977, the county population grew by 50% and many of the departments moved to annex buildings. In 1980, the building was expanded to 93,000 square feet and seven courtrooms were added.

As the population of Hidalgo County continued to grow, the need for for additional district and county courts also increased.The Texas Legislature created three new district courts in the 1980s (the 275th, 332nd, and 370th District Courts), two more in the 1990s (the 389th and 398th District Courts) and two more in the 2000s (the 430th and 449th). Although some of the courtrooms are located in annex buildings, there are 16 courtrooms packed into the historic courthouse. Every available space in the original building has been converted to courtroom use. Facilities like the original district clerk office and the original law library have all been remodelled for that purpose.

Project Justification

Project Justification

The Master Plan Team has developed a plan that addresses the current and future needs of a courthouse for Hidalgo County. The recommendations of the team are based on key concerns, are supported by statewide judicial standards and fall in line with comparisons of other courthouses similar in nature and population.

Many deficiencies and safety issues were described in the assessment, which determined that the existing facilities are not adequately supplying the courthouse stakeholders with the appropriate amount of space or configuration that allows for proper work flow and security.

In 2009, ERO Architects conducted a Property Conditions and Environmental Assessment of the existing courthouse building and site in conjunction with Hinojosa Engineering (structural) and Terracon Inc. (environmental) (see figure 2). An Executive Summary Report of the assessment is found in the Appendix of this book.

Additionally, it was determined that the ability of these facilities to be upgraded and expanded to accommodate future needs for all of the county departments was minimal and a new courthouse should be built.

OVERVIEW

The Hidalgo County Courthouse is located on a 10.6 acre tract at 100 N. Closner Blvd. in the county seat of Edinburg, Texas. The current courthouse complex consists of a main building with two additions, one annex structure, sally port and landscaped areas with parking lots. The original courthouse was constructed in 1954 and subsequently remodeled with additions added in 1968 and 1976. The main courthouse building consists of approximately 93,000 square feet of floor area and an additional building, known as the Annex, consists of approximately 8,000 square feet.

Face-to-face interviews with each of the stakeholders were facilitated to determine the current space needs of each department. After the interviews and the facility assessments, it was determined that there are significant spatial, functional, code and maintenance related deficiencies.

From the overall findings, it was determined that there is major concern over the number of courtrooms, which had the most need for additional space, upgraded technology and security. Much of the need for additional courts can be attributed to the increased caseloads in Hidalgo County, a result of population increases over the last 30 years.

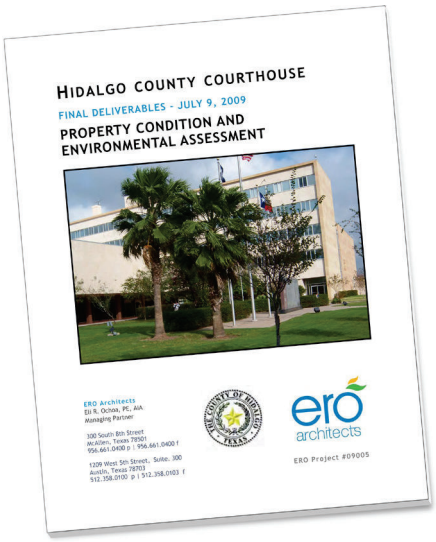


Figure 2. Property Conditions and Environmental Assessment

A. EXISTING BUILDING CONDITIONS

The existing courthouse facilities have been assessed for condition and suitability to support the courthouse functions. The assessment process indicated four areas of major concern:

- Health and life safety of the occupants and visitors
- Inefficient and outdated building support systems
- Immediate maintenance needs and code violations
- Functional space deficiencies for the county departments

The presence of asbestos, mold and lead-based paint was found in the building, which causes for immediate health and life safety concerns. Other health and life safety concerns include but are not limited to moisture infiltration, fire alarm and fire-suppression system improvements, building and site egress improvements.

Maintenance and expansion of building support systems are needed to accommodate current functions in the courthouse. The building support systems issues include, but are not limited to mechanical HVAC system, electrical system plumbing system, data and IT system, and security system.

The immediate maintenance and repair needs include prevention of further moisture infiltration, clean-up and renovations needed to remove damaged elements resulting from moisture infiltration or burst pipes, repair and/or replace leaking pipes, exterior sealant and stone building panels; create clear code required egress paths, and repair ADA accessible parking and sidewalks.

There are significant concerns and recommendations about the functionality of the existing site and buildings. Among those is the issue that the Annex Building poses health concerns and the recommendation is that it be demolished. The main courthouse is overcrowded and cannot support additional functions without major renovation and additions. It is need of major renovations to accommodate Code required improvements.







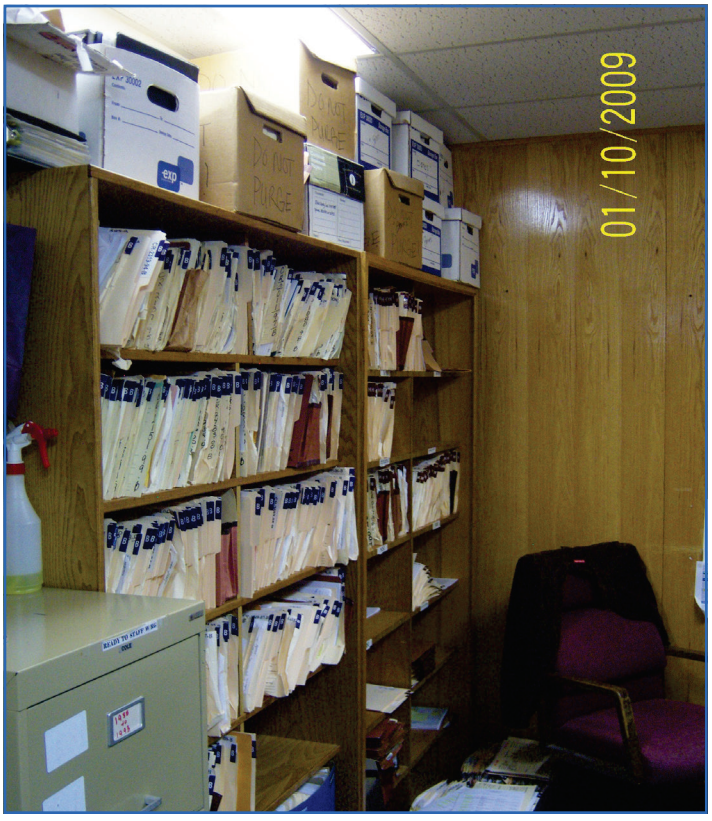




B. SPACE DEFICIENCIES

The current Hidalgo County Courthouse is lacking a significant amount of space necessary for function and safety. The existing courthouse is 93,000 square feet including all support space, such as restrooms and lobbies. The Annex is 8,000 square feet and the Administration Building is 92,000 square feet. Based on the detailed evaluation of current county department spaces and the number of employees per department, it was determined that the existing courthouse is grossly undersized for the approximately 400 employees that currently work in this facility on a day-to-day basis.

The current space needs are 418,000 square feet (onsite) and 77,047 square feet (offsite). The total space needs is 500,000 square feet. This equates to deficiencies of 307,000 square feet. The only way to meet these current needs is to build additional space as recommended in this master plan.





C. COUNTY GROWTH

Based on the 2010 U.S. Census data and the Texas Demographers statistics, Texas is one of the top five states for population growth in the last 10 years. Hidalgo County is one of the top growing counties in the State of Texas with a population growth of more than 25% in the last 10 years. The population of Hidalgo County as of the 2010 U.S. Census is approximately 800,000 people (see figure 3). At the time of the construction of the current 1954 courthouse, the population of Hidalgo County was only 168,000. The county's growth has continued to increase with a population almost five times that of 1950.

This increase in population correlates with the increased need in square footage for all of the county functions (see figure 4). More citizens demanding services from the county as well as increased caseloads in the courts is why a new courthouse is so desperately needed.

The three charts seen at right illustrate the parallel growth of both population and the subsequent square footage requirements. The correlation solidifies the findings of the Master Plan Team's recommendations for a New Courts Building (see figure 5).

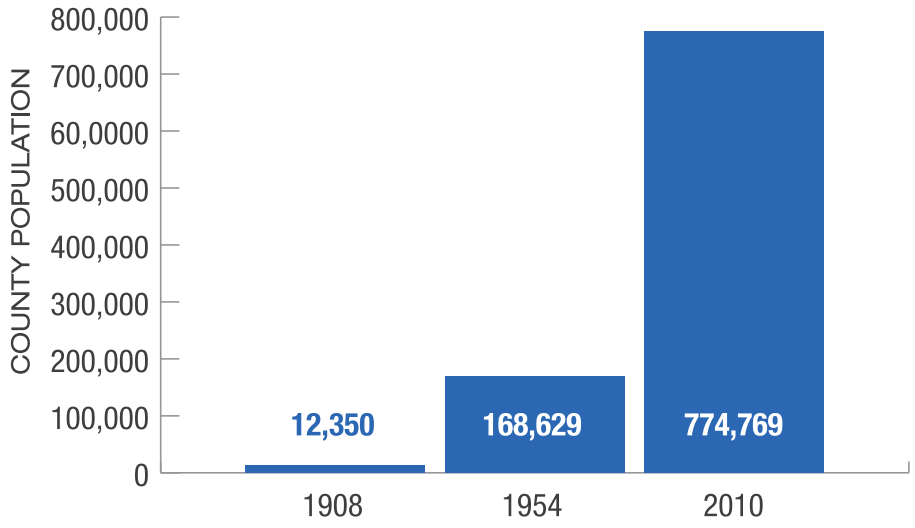


Figure 3. County population growth

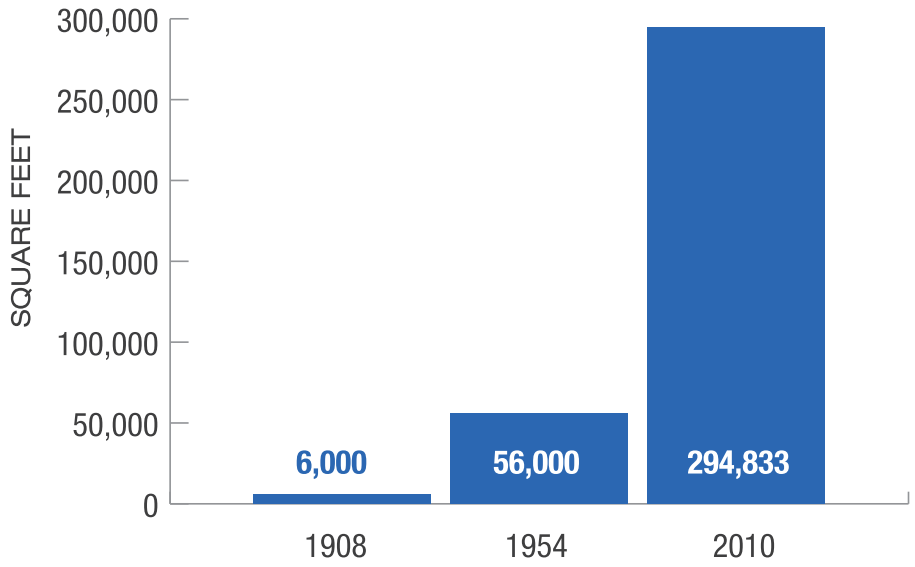


Figure 4. Square footage growth

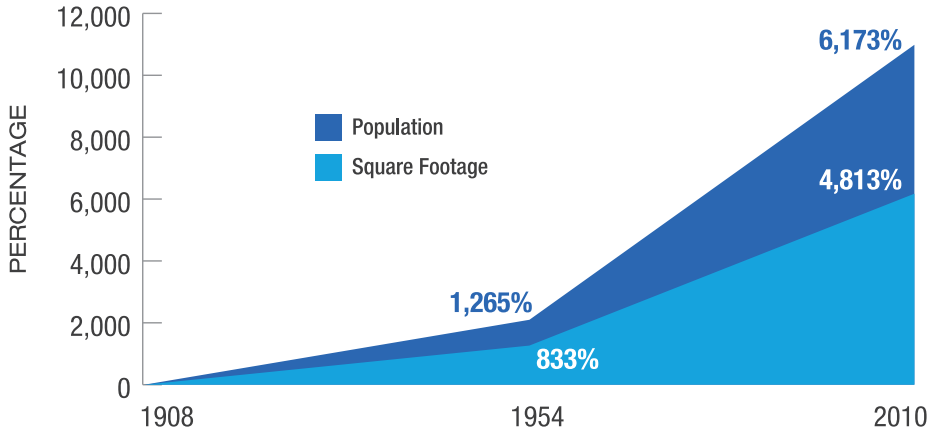


Figure 5. Percentage of county population and square footage growth

Process Methodology

Process Methodology

The master planning process consisted of three (3) phases of work which began in October of 2011. These three procedures included 1.) Discovery and Analysis, 2.) Vision and Concepts, and 3.) Refinement and Completion. This process was streamlined through the active involvement of county and city officials and courthouse stakeholders.

A. STAKEHOLDER INVOLVEMENT

During this initial phase, the Master Plan Team held an inaugural meeting inviting the entire 28-member Master Plan Committee and the Hidalgo County Commissioners' Court to discuss courthouse master plan content, project schedule and deliverables.

A website, *[https://sites.google.com/site/hcchmasterplan]*, was created as a means of communication between the Master Plan Team, the County of Hidalgo, the Master Plan Committee and the public. Meeting notes, presentations, schedules, pictures and the final master plan are available on the website. The county's Public Affairs Office also provided master plan process information on its website, *[www.co.hidalgo.tx.us]*, and via email.

The Master Plan Team also held community forums at each of the four county precincts. With the help of the Hidalgo County Public Affairs Office and each county precinct getting the word out to the community, over 120 people attended the forums in total. Many community individuals participated and provided feedback with comments ranging from support for the need of a new courthouse to concerns about the ability to pay for new construction costs.

The marketing leading up to the forums included radio interviews and sound bites; newspaper stories and advertising; flyers and signage; telephone calls; government television graphics; precinct invitations; e-mail blasts; a website, online banners and advertising.

Overall, the consensus from the community was that the existing courthouse is in dire need of renovation and remediation and the





Stakeholder involvement was positive and productive throughout the master plan process.

space is inadequate for those that work there and those that use the space often.

B. DISCOVERY AND ANALYSIS PHASE

During the Discovery Phase, the Master Plan Team collected and compiled large amounts of data to provide background information necessary to adequately evaluate the county departments and facilities. The Master Plan Team conducted face-to-face interviews with each department head and inspected the facilities.

Each interview was approximately two hours long and focused on understanding the department's existing conditions and space needs. The Master Plan Team also received feedback on future needs and visions for the Hidalgo County Courthouse. In order to thoroughly determine the space needs and accuracy, some department heads were visited on multiple occasions.

During the Analysis Phase, the Master Plan Team examined all the data received from the various departments and created a space summary using data based on current industry standard square footages compared to the number of employees to determine the county's current space needs.

These space standards have been shown to accommodate not only the physical amount of space required to perform the given function but also security. Therefore the existing need may indicate an increase of the current space occupied or it could also indicate a reduction. This can be attributed to a stakeholder having occupied space "as-is" rather than fully configuring a space to established space standards.

A 23-year projection was also calculated based on the demographic information provided by the Texas State Data Center. The findings revealed that by the year 2035, there will be a need for approximately 500,000 square feet of onsite space and a grand total of 102,337 of offsite space for a total square footage of 596,541 square feet.

Master planning values were established by the Master Plan Team during the Discovery and Analysis Phase prior to entering into the Vision and Concepts Phase of the master planning process.

The following are the values developed that will guide the final master plan concept, and which will be used as a basis for design:

- Support Hidalgo County functions
- Safe and secure environment
- Community involvement
- Accessibility
- Harmony in design
- Openness in design and space
- Intimate gathering areas
- Inviting ambiance
- Respect historical nature of area
- Sensitive to ecology
- Incorporate the regions unique cultural heritage
- Effective infrastructure
- Flexibility in design
- Low maintenance costs
- Energy efficiency
- Durable

Space Summary Descriptions

Detailed space summaries resulted from the extensive research that was conducted in the Discovery and Analysis Phase. These detailed space summaries can be found in the Appendix.

The Preferred Vision recommends the construction of a new 294,000 square foot, seven-floor courthouse, with two shelled floors for future growth.

The remediation and restoration of the existing county courthouse to house the county and district clerks is also included in this master plan. The clerks will grow into the entire existing Historic courthouse spaces of 93,000 square feet.

The following department descriptions summarize the function of each department and serve as a basis for the space summaries. The pie charts in this section show the amount of square footage that should be allotted to each department (see figures 6 and 7). Several options for future growth were developed from these space summaries and are presented in this master plan.

Courts Building

The courtroom environment should combine the dignity and respect for the judicial process with the supportive nature of human service. Within the typical courtroom sets, private interview rooms are proposed as places where defendants, litigants or witnesses can meet prior to their appearance in the courtroom. Within each court-

room, space should be dedicated to the litigation area, which typically encompasses the judge's bench, witness stand, court reporter, clerk workstations, jury box and attorney tables.

A vestibule with two sets of double doors is suggested for purposes of sound control to maintain the dignity of the court and not disturb proceedings. The interview rooms may be accessed from this vestibule to afford separation of the victims and witnesses from other in the waiting area. The court floor prisoner holding areas programmed for each court sets should be shared by paired courtrooms. The secure alcove from the prisoner elevator should be directly accessible from the courtrooms so that the time to escort an in-custody individual can be minimized. Attention should be given to sound attenuation between courtroom and the alcove. All of the courtrooms programmed in this document will each require a jury deliberation room with separate male and female toilets and a beverage area.

Although some courts primarily utilize 6-person jury panels, all courtrooms are programmed for a 12-person, plus two alternates jury box and respective jury deliberations rooms for flexibility of use. A conference table capable of seating up to 12 jurors is required; each room should have an additional two chairs on the side. The jury deliberations rooms should be accessed either directly from the courtroom or by the way of a secure judicial corridor, but in no case should jury members ever come in contact with prisoners or the public while court is in session preferred by the judges, the judicial suites should be located proximate to the courtrooms along a secure corridor in order to facilitate ease of access.

Visitor access to the judicial suites will be controlled by each court's administrator's office. Within the judicial suites, separate space is provided for the judicial officers, administrative assistant, bailiff, law clerk and court reporter. Judges should be able to access their office areas via a private access point from a secure parking area dedicated for judicial officer and elected officials.

County Courts

In this chapter, the space summaries of the proposed New Courts Building were developed from interviews with judges and staff, the consultants experience with other court buildings, and selected documents from the National Center for the State Courts.

As one of the largest components of the complex, the court spaces will be a strong determinant of the basic form of the courthouse.

There are seven (7) county courts in Hidalgo County with an eighth court expected to be added within

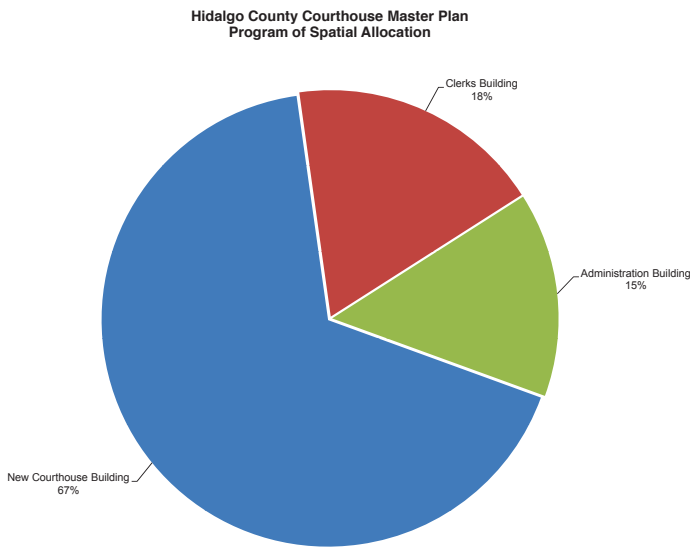


Figure 6. Overall spatial allocation

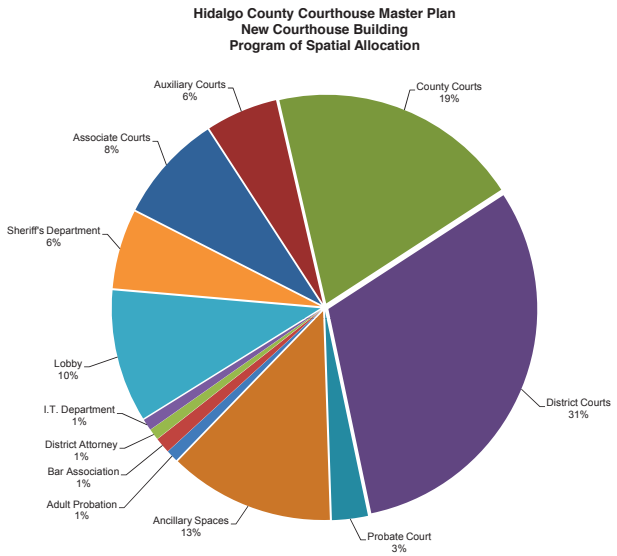


Figure 7. New courthouse program of spatial allocation

the next year. Although some county courts have appellate jurisdiction over Justice of the Peace and municipal court cases, the county courts at law hear mostly civil and criminal matters. The county courts in Hidalgo County also hear probate matters including guardianship, trust and mental health cases. In some counties, the statutory probate courts also hear condemnation cases. Required spaces in the new courthouse for county court use include courtrooms, judges offices, court and assistant court coordinator offices; bailiff and court reporter offices; conference rooms, jury rooms and witness rooms. Security and soundproofing are of utmost importance in the design of these spaces (see figure 8).

District Courts

There are currently eleven (11) district courts in Hidalgo County and they are the trial courts, which have general jurisdiction in Texas. These courts hear felony criminal cases, divorce cases, land title disputes, election contests, civil matters in which at least $200 is disputed or claimed in damages, as well as other matters. In 10 years, they anticipate as many as 20 district courts required for Hidalgo County. Required spaces in the new courthouse for district courts use include courtrooms, judges offices, court and assistant court coordinator offices; bailiff and court reporter offices; conference rooms, jury rooms and witness rooms. Security and soundproofing are of utmost importance in the design of these spaces.

Judicial Administration

Judicial Administration services for the District Court and assists the public, attorneys, administers dockets and processes case disposition. It serves as the reception point for the District Court. These offices require access by the public, primarily attorneys, and will control visitor access to the district judges. Therefore, this office will need to be located in close proximity to the judges' chambers. General technology requirements include computer and printer capability at each workstation, telephones at work areas and conference rooms, copiers and fax, computer service room, computer capability in the conference rooms, duress alarms at the reception counter and in the chief court administrator's office at minimum.

Judicial Suites

The judicial suites should be located along a secure corridor in close proximity to the courtrooms. Visitor access to this area is controlled by the court administrator's office. General technical requirements include computer and printer capability at each workstation, telephones at each work area, copier, fax, duress alarms in judges chamber, bailiff work area, and administrative assistants work area, at minimum. The judge's suite also includes a private toilet and closet.

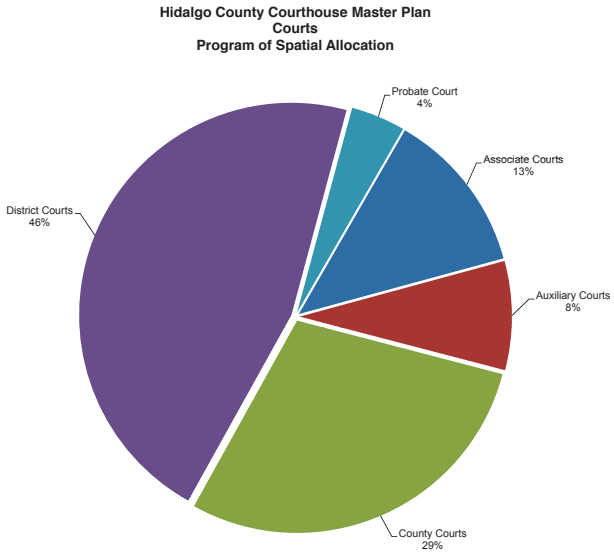


Figure 8. Courts program of spatial allocation

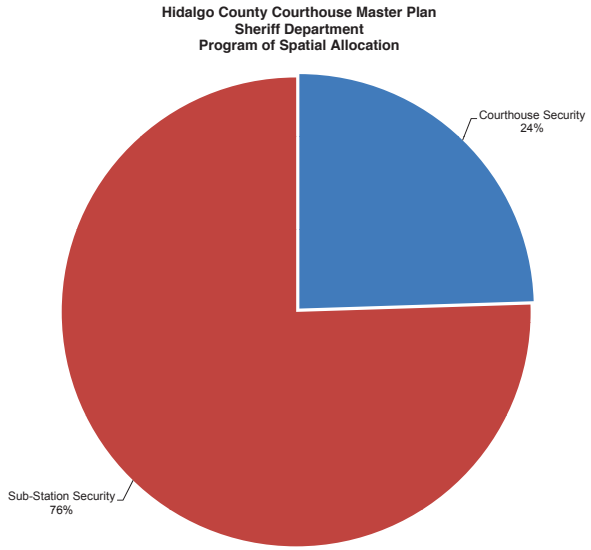


Figure 9. Sheriff's Department program of spatial allocation

Sheriff's Department

The Sheriff's Department has two divisions at the courthouse: 1.) the courthouse security unit and 2.) the sub-station security unit.

The courthouse security unit is responsible for all security at the courthouse. This includes all screening of individuals that enter and exit the building throughout the day through the use of scanners and metal detectors. The Sheriff's Department also mans the central control room surveillance cameras throughout the building and in the holding cells (see figure 9).

The sub-station security unit provides secure transport of inmates from the county jail to the courthouse, which requires an enclosed sally port secure entrance and corridors to the courtrooms and holding cells.

A processing room is required as well as holding cells. Separate elevators will be required for transportation of inmates between floors if courtrooms are located on upper floors.

Hidalgo County Bar Association

The Hidalgo County Bar Association is represented by a director, assistant executive director and member services coordinator. Their role is to provide services to the attorneys that use the courthouse, such as a lawyer's lounge, private restrooms, a private conference and meeting room for lawyers to meet with clients (see figure 10).

Public Lobby Areas

The public lobby serves as the assembly and distribution point for all staff and visitors. As part of the security procedures, everyone entering the courthouse will be required to pass through the magnetometer and have any possessions screened by X-ray devices before entering the secure portion of the public lobby. The area includes an information counter or kiosk for directions and information regarding court and related programs. While this portion of the building is the initial assembly area, the operations procedures will encourage visitors to obtain required information regarding the location of their proceedings and to circulate to appropriate waiting areas to await notification.

The staff located in this compound includes the security team conducting the searches, the information counter/kiosk and staff that can provide information. At times, this lobby area may house approximately 1,000 persons who are in the process of boarding the elevator, obtaining information or short-term waiting before moving further in the complex.

The public lobby will normally be staffed during regular working hours each weekday. Provision will be made for staff or litigates in the facility to depart the building after normal operation hours. Key staff will be provided with an access

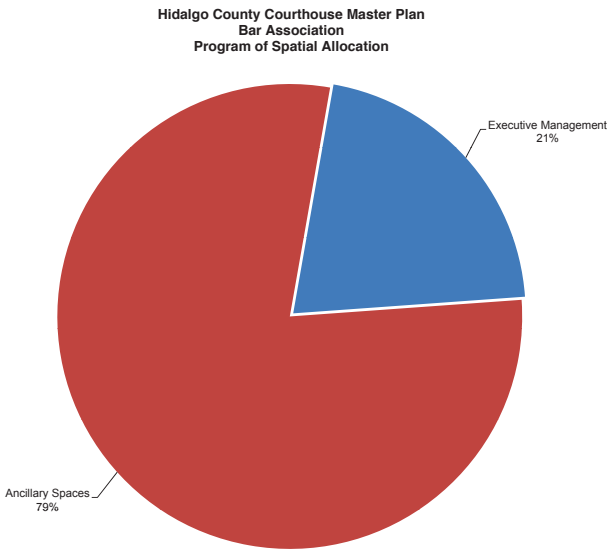


Figure 10. Bar Association program of spatial allocation

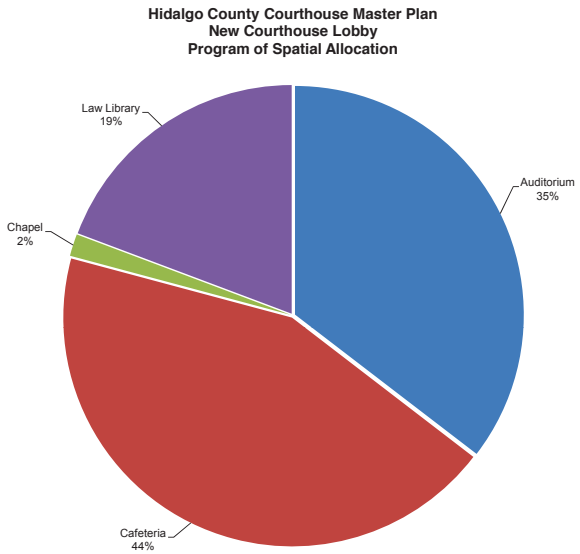


Figure 11. Lobby program of spatial allocation

control pass that will permit before and after hours entry, however a sign-in procedure will be in effect at all times.

The primary special relationships in this component include the vestibule, secure screening and lobby. The information kiosk should be included immediately adjacent to the public lobby and may be staffed outside of regular working hours by security personnel. Accordingly, the kiosk should be in a position to have good observation to all public lobby functions. The Courts security office will also be located in close proximity to the security screening areas and lobby (see figure 11).

Clerks Building

Hidalgo County Clerk

The County Clerk is considered the "Recorder of the County." This office encompasses several departments: Civil, Criminal, Collections, Deeds, Probate, Recording, Records Management, Vital Statistics, Birth and Death Records, Marriage License and Commissioners Court. The Civil Courts Department files and maintains Civil Cases, Occupational Licenses, Condemnations, Bonds, Deputations and Public Entity Budgets.

The Criminal Department preserves all criminal records and serves all six County Courts at Law courts and handles solely misdemeanor cases filed in Hidalgo County.

The Collections Department enforces the collection of all court ordered fees and fines for misdemeanor and felony criminal cases. Some of the District Clerk's employees assist in this department.

The Probate Department handles all wills and the guardianship of incapacitated persons and/or minors.

The Recording Department files all official documents that prove ownership or interest in real or personal property. This includes instruments that facilitate or restrict transfer of property. Documents filed in this department include, but are not limited to: Warranty Deeds, Federal and State Tax Liens, Cemetery Deeds, Trustee's Deed, Foreclosures, Judgments, Subdivision Plats, and Financing Statements.

The Vital Statistics Department principally issues marriage licenses, records birth and death certificates, and the issues certified copies.

The County Clerk is the clerk of the Commissioners' Court and is responsible for attending and recording all Commissioners' Court meetings and workshops. The County Clerk is also responsible for attending and recording all Subdivision Advisory Board meetings and workshops. The clerk must transcribe all meetings and submit for Court/Board approval. Public access to the County Clerk office is

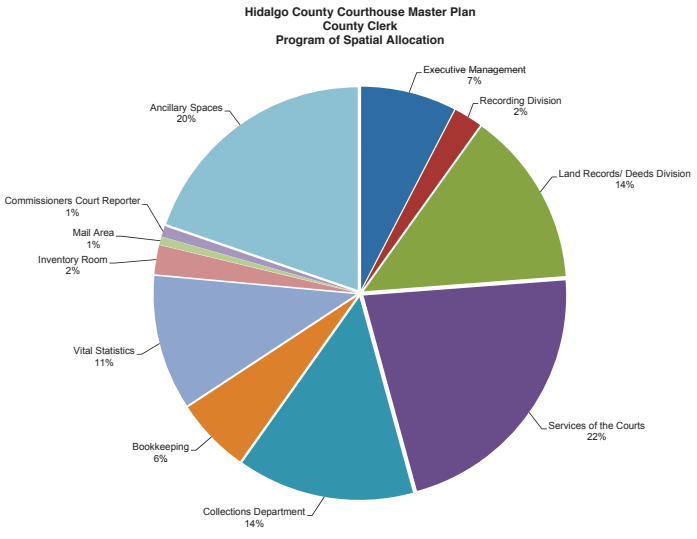


Figure 12. County Clerk program of spatial allocation

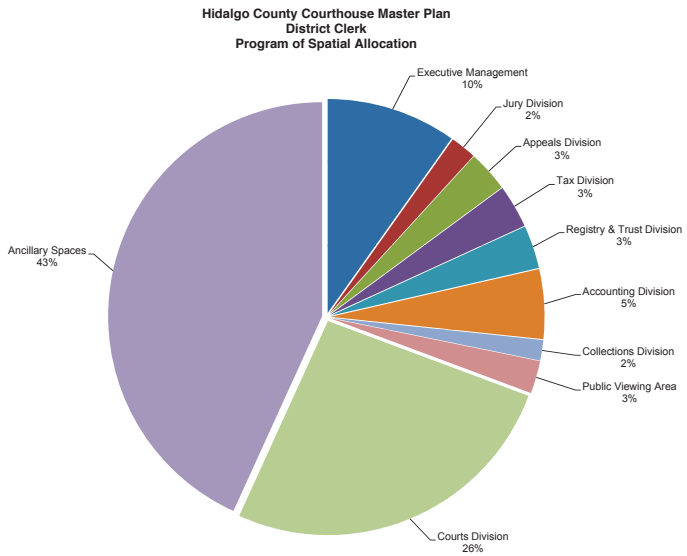


Figure 13. District Clerk program of spatial allocation

essential for the issuance of records to the public (see figure 12).

Hidalgo District Clerk

The District Clerk is the registrar, recorder and custodian for all documents for eleven (11) District Courts, six (6) County Courts at Law, two (2) Master Courts, one (1) Auxiliary Court, and one (1) Child Welfare Court. The department encompasses various divisions: Jury, Appeals, Tax, Registry, Trust, Accounting and Collections.

The Clerk is responsible for administering the jury system for Hidalgo County and is custodian of all court proceedings and papers that are part of any cause of action, civil or criminal, in the district courts served by the Clerk.

The Clerk also accepts filing of all civil and criminal appellate documentation. There are two collections specialists who assist the county clerk in collecting fees and fines for misdemeanor and felony cases. In the Trust and Registry Division, the clerk indexes and secures all court records, collects filings and handles funds held in litigation and money awarded to minors. Public access to the District Clerk office is essential for the payment of these filings and issuance of records (see figure 13).

Public Defender's Office

The Hidalgo County Public Defender's Office represents indigent individuals charged with misdemeanor offenses from arraignment up to and including appeal. The Public Defender's Office has various attorneys handling, misdemeanor, juvenile and felony cases. They have a Family Law and Investigation Division. Public defenders are appointed by the Indigent Defense office or by one of the Hidalgo County court at law judges (see figure 14).

Indigent Defense Office

The Hidalgo County Indigent Defense Program provides pre-trial services by determining indigence immediately after an accused is booked into the Hidalgo County Jail. The program includes a director, compliance monitor, system integrator and a coordinator. The service coordinator reviews the arresting agency reports and checks for prior cases associated with the accused and prepare an application for appointment of counsel. The request then is made to the Public Defender's Office for counsel. Ideally, the Indigent Defense Office should be close to the courts and the district and county clerks' office (see figure 15).

Facilities Department

The Facilities Department is dedicated to the care and maintenance of the Hidalgo County Courthouse. They insure an optimal safe and cost-effective environment for the

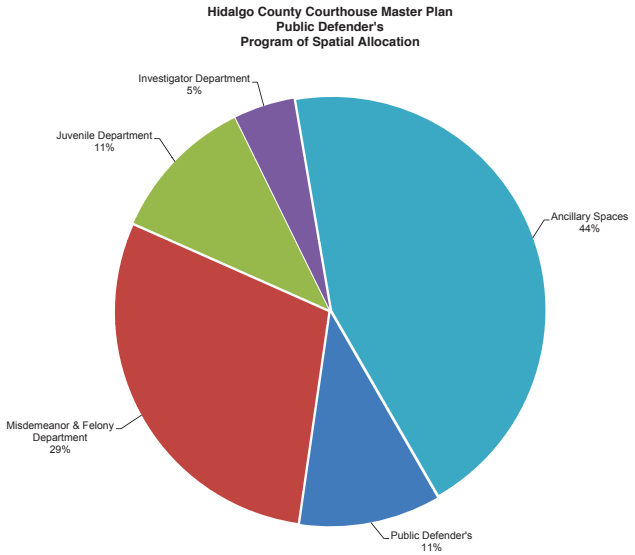


Figure 14. Public Defender's program of spatial allocation

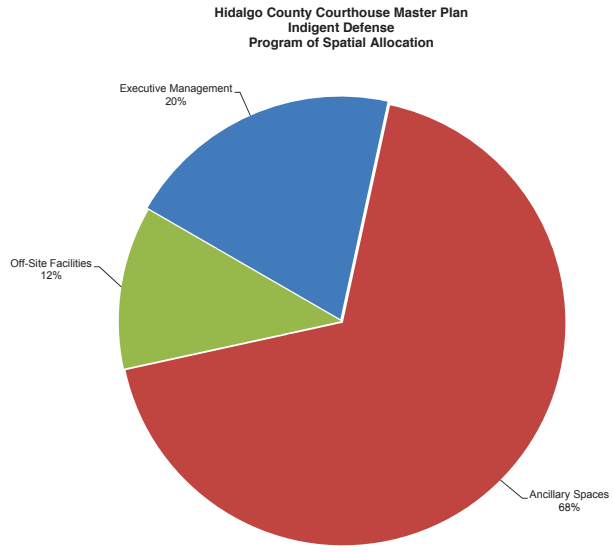


Figure 15. Indigent Defense program of spatial allocation

occupants of the building. The Facilities Department requires the following spaces for proper functioning: maintenance rooms, custodial rooms, outdoor storage, mailroom, loading dock, water sources and floor drains in each mechanical room; offices for staff and security for the entire building.

The location of spaces for this component is flexible, although it should be in an area of the building away from the public. It is typically located at ground level. The loading dock will require controlled access for security reasons. It is recommended that this access will be controlled from the building managers office with backup control located at the security coordinators office at the lobby of the courthouse.

Based on the design of the complex, central mechanical and loading dock storage maintenance areas for both the courthouse and offices may be combined. The largest space in this component is the large vehicular yard, which is necessary for vehicles accessing the loading dock (see figure 16).

Records Management Offsite

Records Management is one of the most important tasks of a county clerk. State law requires that county clerks establish efficient and cost-effective management of records and disposal. The Hidalgo County Clerk's Office of Records Management Facility is an off-site facility that manages thousands of official records and also manages the counties recycling program. The District Clerk currently leases over 40,000 square feet of offsite storage.

Administration Building

Hidalgo County District Attorney

The District Attorney's Office represents the State of Texas in Hidalgo County in all criminal cases and is comprised of various sections: felony and felony intake, misdemeanor and misdemeanor intake, civil, hot checks, appellate and administration.

The felony section has the responsibility of all felony cases prosecuted in the county after an investigating agency files the investigation with the Felony Intake Division. Felony Intake reviews the case before it's submitted to a grand jury.

The misdemeanor section prosecutes misdemeanor criminal offenses that occur in Hidalgo County after they are filed with misdemeanor intake. The civil section of the Hidalgo County District Attorney's Office has responsibilities in several areas such as protective orders, juvenile cases, child abuse cases filed by the Texas Department of Family and Protective Services, involuntary mental commitments, involuntary retardation commitments and guardianships of incapacitated persons.

The Hot Checks Division is a part of the civil section and is respon-

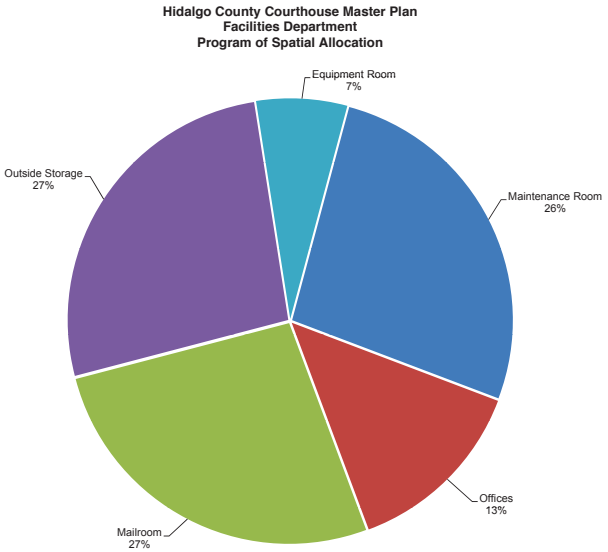


Figure 16. Facilities Department program of spatial allocation

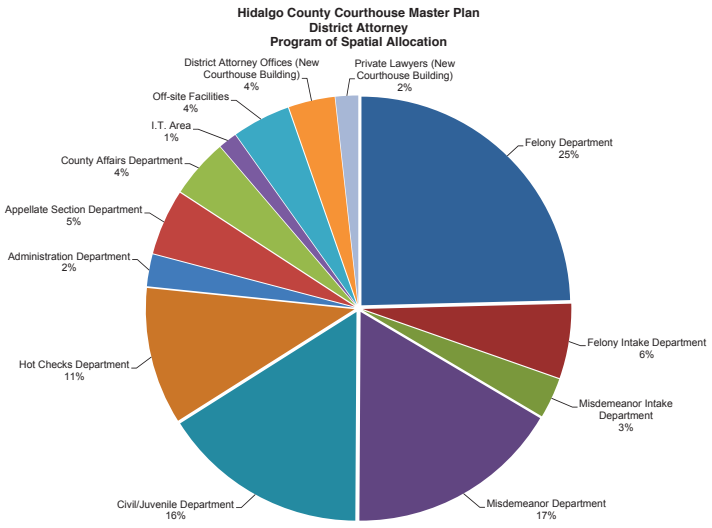


Figure 17. District Attorney program of spatial allocation

sible for investigating, prosecuting and collecting monies from hot check writers in order to reimburse their victims. The appellate section reviews all previous court documentation, researches applicable law and writes appellate briefs. They also present oral argument to the appellate courts, in appropriate cases. The appellate section involve cases from misdemeanor driving while intoxicated cases to capital murder cases in which the death penalty was assessed. The section also responds to appeals from juvenile prosecutions, mental health commitments, bond forfeiture proceedings, and child welfare cases. The administration section manages all personnel and financial issues for the department, as well as offsite storage facilities (see figure 17).

IT Department

The IT Department maintains the technology infrastructure for the county, including all data communications and computer network. Also, IT personnel conduct computer training for county employees and require access to a training center. It should be located in a low visibility area due to the secure nature of the county's network system. Access to the IT office should be secure and use of a boxer/intercom system is needed for visitor access to the office.

This office needs to be located in close proximity to the loading dock due to the frequent loading and unloading of equipment into company vehicles and for shipment of equipment and inventory received on a daily basis. Office spaces include reception area, private offices and workstations for technical staff, a file room, copy/printer/supply area. Conference room, inventory storage and server/data center.

General technical requirements include computer, telephone and printer capabilities at each workstation. The conference room needs to be equipped for computer/network capability. A floor copier, fax, scanner, shredder and printer is needed in the work area.

Each technical staff member will require additional power outlets and good lighting. A network server room requires elevated floors, a back up power source, secure access, temperature control systems, and duress alarm in the director's office at a minimum (see figure 18).

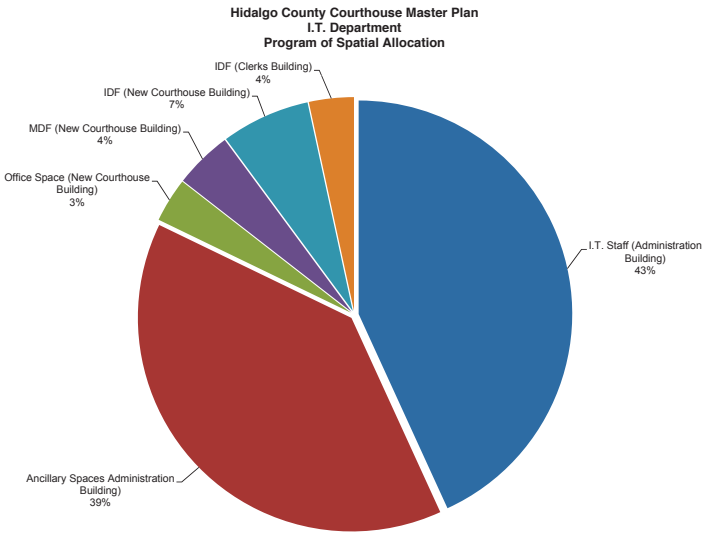


Figure 18. IT Department program of spatial allocation

C. VISION

In the Discovery and Analysis Phase, the Master Plan Committee shared their vision for the new courthouse at the scheduled meetings. From their feedback, the Master Plan Team developed guiding principles that are the basis for the master plan vision.

With the assistance of the stakeholder committee, the Master Plan Team developed a "Vision" for the new Hidalgo County Courthouse and incorporates the following guiding principles:

Honor the past with focus on:

- History and culture
- Community pride
- Proximity to location
- Respect the international architectural style

Inspire the future with focus on:

- Harmony with surroundings
- Flexibility
- Efficiency and sustainability
- Security
- Centralized campus
- Day lighting
- Open with downtown views
- Consolidation of courts
- Ease of access
- Addressing growth



In 1952, R. Newell Waters used the International Style of architecture to design the Hidalgo County Courthouse.

1) Vision Concepts

Alternative plan layout concepts and site concepts were presented to the Master Plan Committee. The first layout decision was of the arrangement of the organizational unit = standard judicial courtroom. ERO Architects presented two layouts of the organizational units: 1.) Compact and 2.) Linear (see figure 19). The compact layout is a cluster of organizational units in a square configuration. The linear layout places up to four organizational units in a straight line fashion.

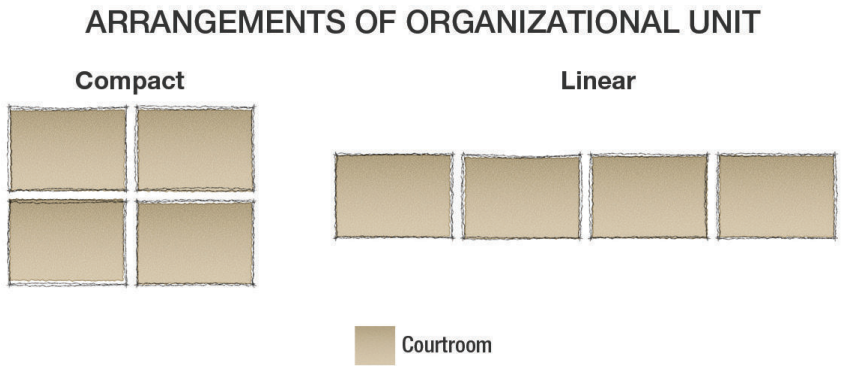


Figure 19. Arrangements of organizational unit

Depending on how the organizational units are laid out, will determine how space is defined. The following tables, diagrams and descriptions provide recommended guidelines for designing a new courthouse to meet current space needs.

The spaces were defined by the following:

Public—Space open for the use of the general public (e.g. lobby)

Semi-public—Space partially, but not entirely open to the use of the public (e.g. courtroom)

Semi-private—Space not open to the public except by invitation of the private (e.g. conference room)

Private—Space not open to the public (e.g. private office)

Secured Private—Space not open to the public, high security area (e.g. sally port)

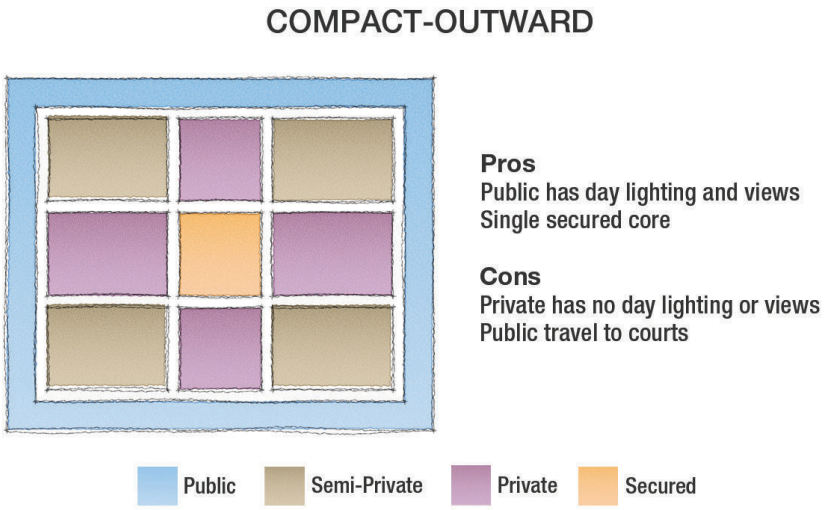


Figure 20. Compact-Outward layout

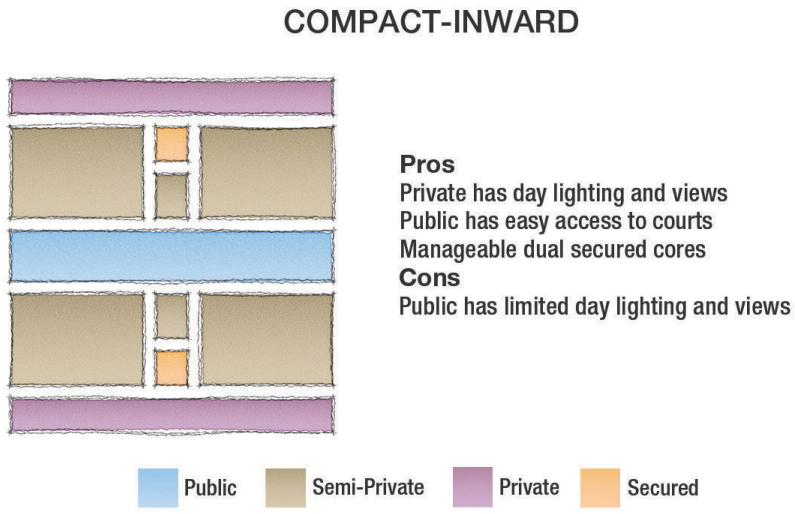


Figure 21. Compact-Inward layout

ERO Architects presented three organizational strategies:

1. Compact-Outward
2. Compact-Inward
3. Linear

The characteristics of a Compact-Outward layout includes a central secured private space that is completely isolated from the public and is surrounded by private space and semi-private space. This layout also has the advantages of daylight views for the public (see figure 20).

The Compact-Inward layout situates the public space in the center of the scheme with semi-public on each side, then followed by private space. A secured private space lies in between the semi-public and the private spaces on each side (see figure 21).

The Linear layout has the public and private on the outer edges to maximize daylight and views. The semi-private space separates the two areas. The secured private space runs between the semi-public space (see figure 22).

The Master Plan Committee chose to use the linear layout because if offered the most daylight and views for both the public and private spaces.

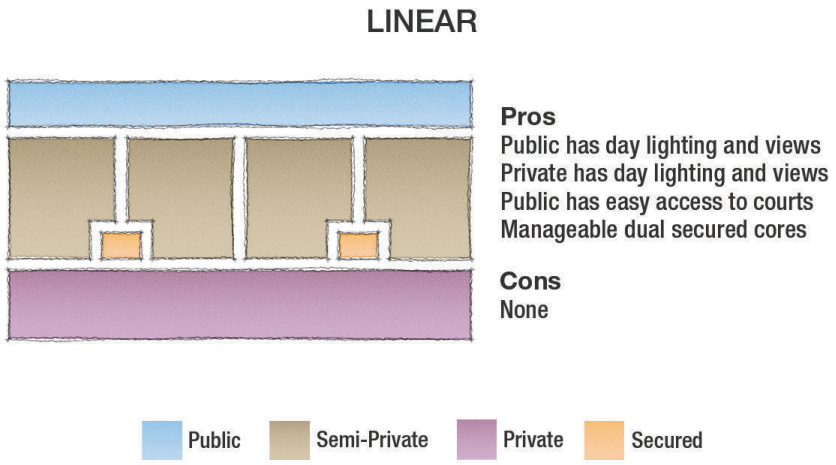


Figure 22. Linear layout

D. REFINEMENT AND COMPLETION

The final phase of this master plan process is the Refinement Phase. A final Master Plan Committee meeting was held in late February 2012 and the draft master plan was presented for final comment in July 2012. The master plan was completed and delivered to Hidalgo County August 2012.

The Refinement Phase of this master plan included the following processes:

- Confirmation of the space summaries with the users
- Cost estimating meetings with county officials
- Preparation of master plan document
- Review of findings with county officials
- Presentation to the Commissioners' Court and the City of Edinburg
- Implementation by Hidalgo County with the City of Edinburg





Master Plan Committee members provided valuable feedback throughout the process

Preferred Vision

Preferred Vision

The Master Plan Team has put together its final recommendation to address the current needs and future needs of the Hidalgo County Courthouse. In this section, we have put together a site analysis, vision description and various options for building access for both pedestrians and vehicles.

A. PROPOSED SITE LOCATION

Hidalgo County is in the lower Rio Grande Valley of Texas, surrounded by Brooks County to the north, Kennedy, Willacy and Cameron Counties to the east, Mexico to the south and Starr County to the west. The proposed site for the New Hidalgo County Courthouse is in Edinburg, Texas, one of the most southern regions of the state (see figure 23). The site is located in the Historic Downtown Courthouse Square, directly east (across Closner Blvd.) from the current historic Hidalgo County Courthouse.

The site of the downtown courthouse is centrally located in the County of Hidalgo. It is directly west of US Highway 281 and is intersected by Business 281/Closner Blvd. and University Drive/Highway 107 (see figure 24).

The site is directly east of The University of Texas-Pan American and Edinburg City Hall. The proposed structure would be situated across the street from the Hidalgo County

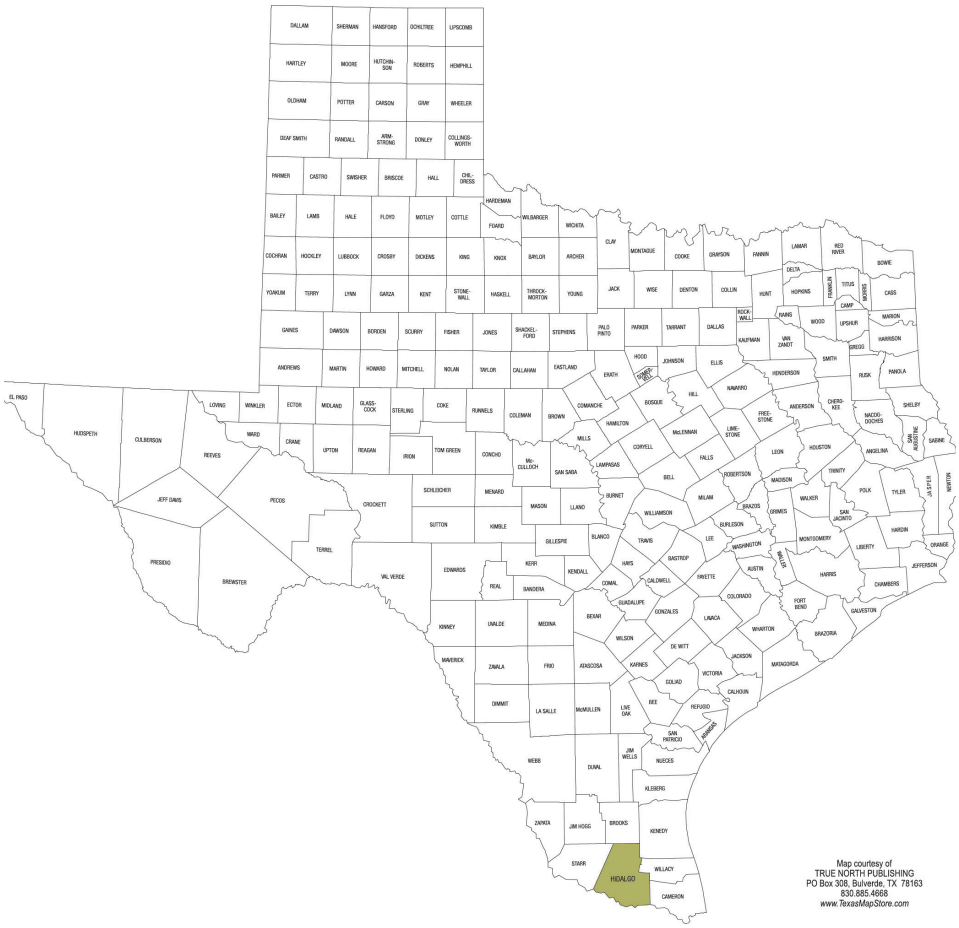


Figure 23. Counties map of Texas highlighting Hidalgo County



Figure 24. Map of Hidalgo County highlighting major streets

Administration Building, which houses the Office of the District Attorney (see figure 25).

At the proposed site location, main traffic is coming from University Drive and Business 281. Following the recommended closing of Closner Blvd./Business 281, a one-way flow of traffic will limit congestion and ease the flow of traffic.

The parking area designated for public use is located to the north of the courthouse, while the Clerk designated parking is to the south, and the secured restricted-access parking for judges is to the southeast (see figure 33).

The new courthouse main façade would face north, which limits the solar exposure in the summer and allows heat gains in the winter. The face of the building will be shadowed throughout the day, which will significantly reduce sunlight reflection and the cost of cooling the structure.

If the main building façade was oriented to the south, the building would be highly exposed to the sun at the harshest hours, which would significantly increase sunlight reflection and require additional cooling methods.

Situated to the north of the structure is a proposed courthouse plaza,

(continued on pg. 55)



Figure 25. Courthouse square map overlay

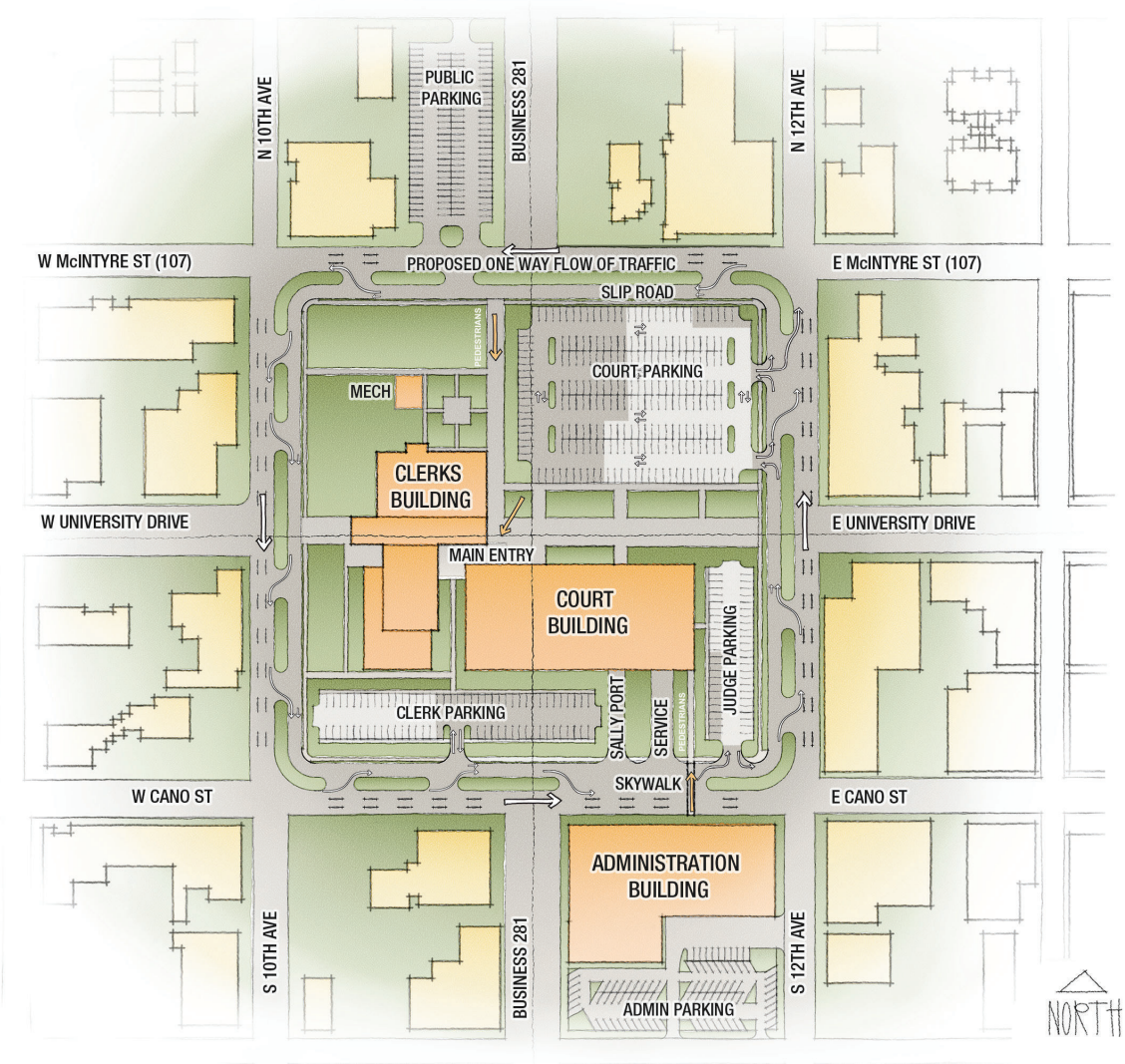


Figure 26. Site plan for Preferred Vision

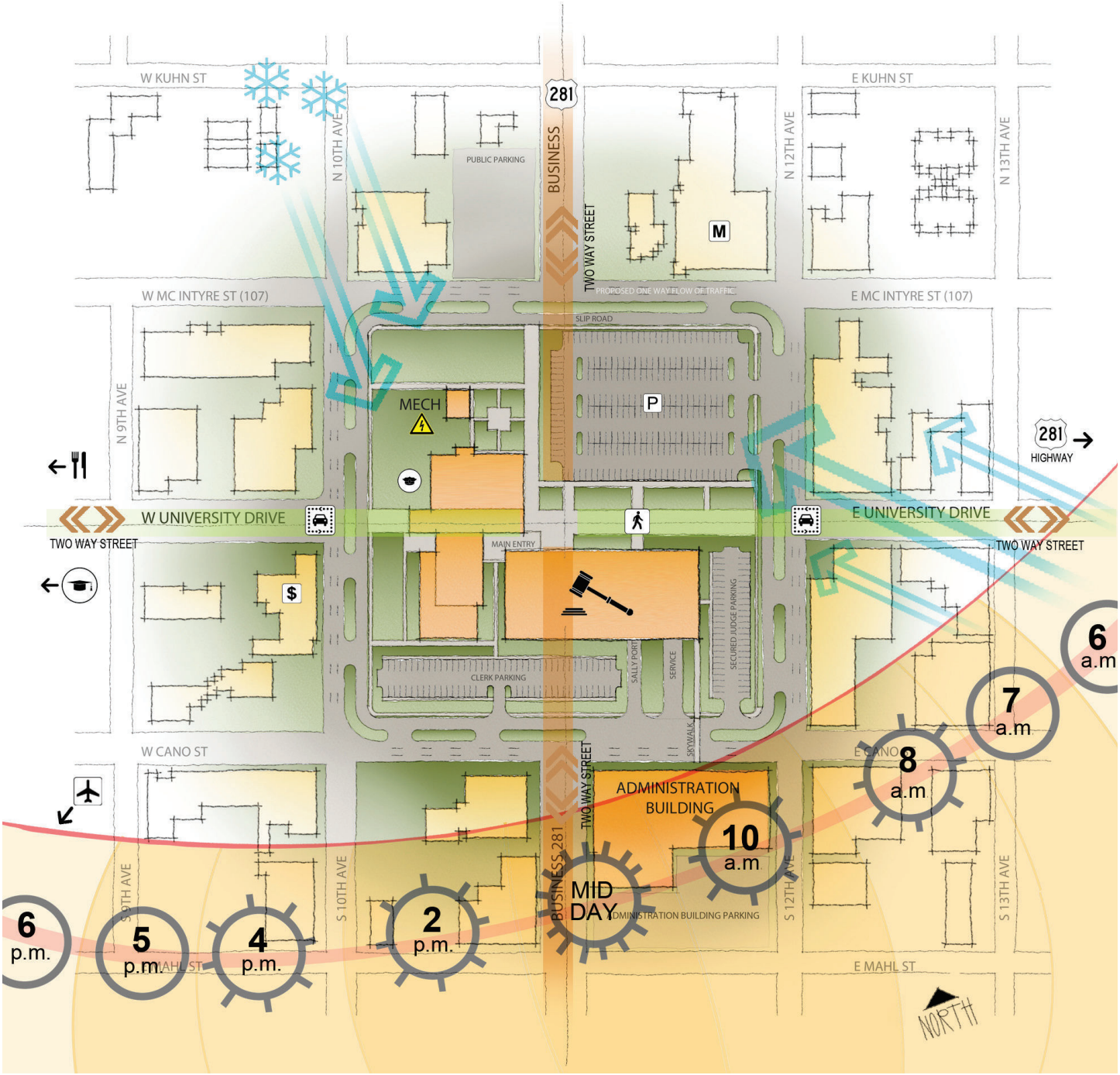


Figure 27. Site analysis

which will connect the Clerk Building with the New Courts Building. This area will be an ideal space for ample breezes from the southeast summer winds and northeast winter winds. The shadows (that) will fall to the north will generate a cooling effect on the plaza.

B. PREFERRED VISION DESCRIPTION

This preferred courthouse vision is the result of a planning process that was highly interactive and resulted in significant consensus from all the stakeholders. The following site layout is the "Preferred Vision" and is based on constructing a 294,000 square foot New Courts Building and the remediation and renovation of the existing historic courthouse (see figure 28).

Strategy

New Courts Building

This figure above shows a linear plan for the 294,000 square foot New Courts Building, which will be nine (9) floors including two (2) shelled floors for future growth. This layout would house 24 courts on the 2nd - 7th floors. The first floor will have all the public spaces such as the auditorium, cafeteria, lobby, restrooms and security area and circulation (see figure 29).

The New Courts Building will be connected via a skybridge over East Cano Street to the Offices of the District Attorney, which is currently housed and will remain in the Administration Building.

The County Clerk will remain in the 93,000 square-foot historic Hidalgo County Courthouse and will be connected with a common lobby area to the New Courts Building.

The offsite storage will remain where it is currently located.

Pros:

- New courts
- Meets current Hidalgo County space needs
- Latest courtroom technology
- Latest technology for security for public, judges and inmates
- Cafeteria and auditorium
- Renovation of existing courthouse for Clerks Building
- Code compliant
- District and County Clerks space needs are met
- Efficient mechanical systems and building envelope repairs
- ADA compliant
- DA remains in newly remodeled space in Administration Building

Cons:

- Closing of Closner Road
- Less on-site parking

Existing Hidalgo County Courthouse

In the "Preferred Vision," complete remediation and renovation of the historic Hidalgo County Courthouse would be done to house County Clerks Office, as well as the historic courtrooms required to remain per the Texas Historical Commission (see Appendix). Code and ADA upgrades, as well as any life safety renovations are necessary.

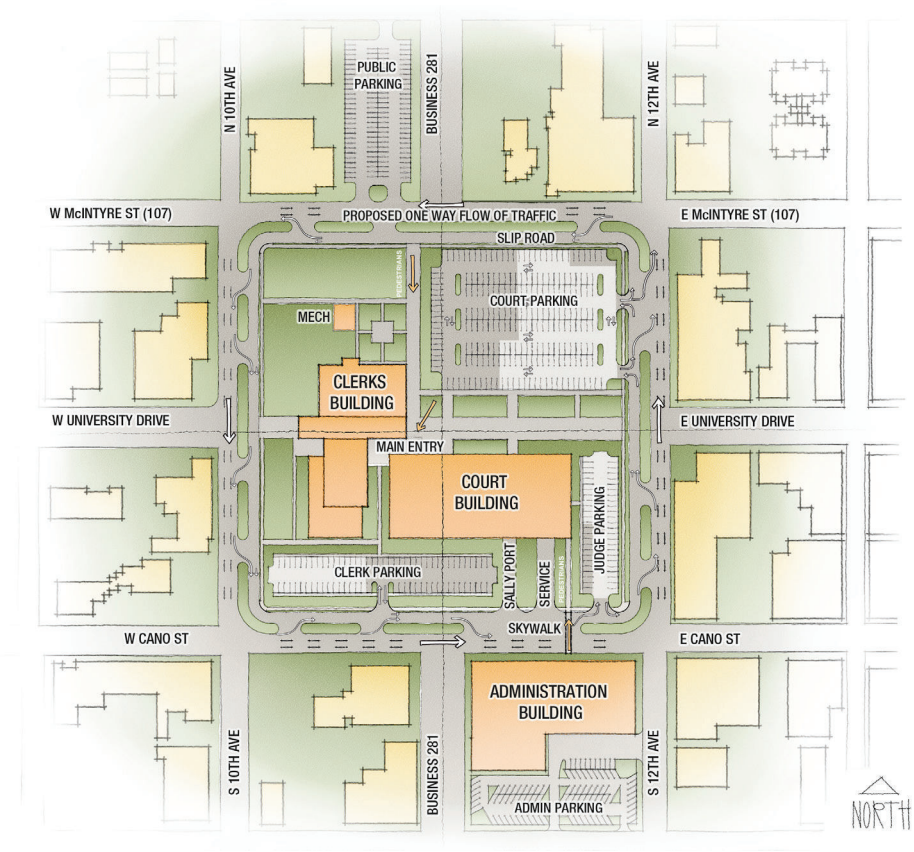


Figure 28. Site plan for Preferred Vision

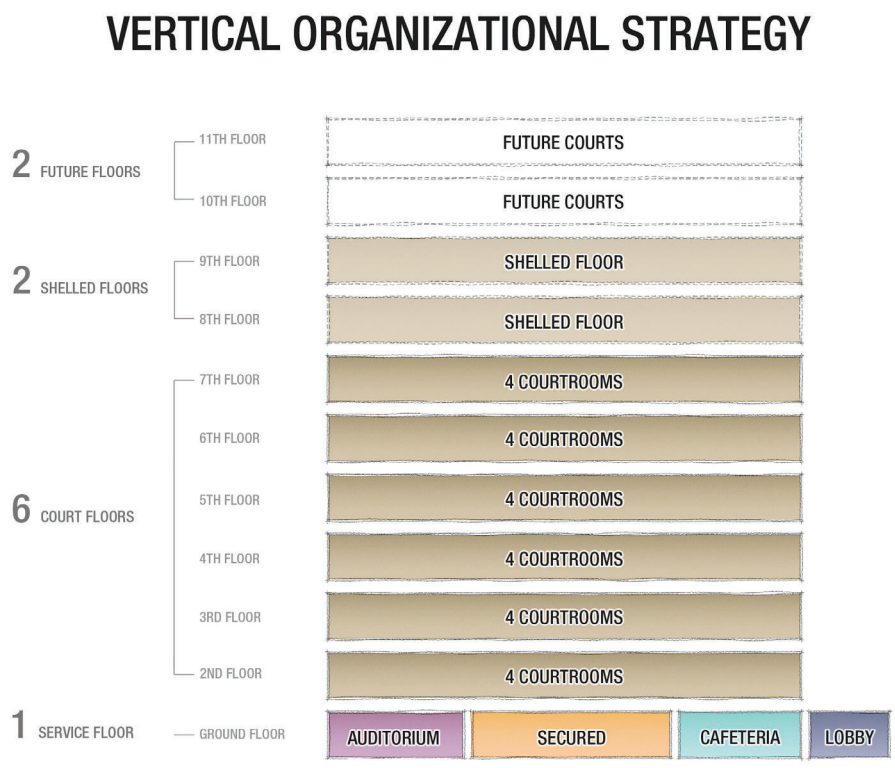


Figure 29. Vertical Organizational Strategy for Preferred Vision

C. BUILDING ACCESS FOR PREFERRED VISION OPTIONS

Pedestrian Access

There will be a dedicated route connecting the New Hidalgo County Courthouse to the existing historic courthouse. The Office of the District Attorney will be connected to the new courthouse by a sky bridge across Cano Street. This route should employ shading, rest areas, (such as benches) and green space. Crosswalks should be delineated from the street with signage, a change in the paving material and/or raised crossing strips to create a safe environment for staff and patrons while traveling between buildings (see figure 30).

Sally Port and Detainee Access

Secured detainees who are brought to the courthouse site for court hearings shall access the building through a Sally Port. The Sally Port is located off of East Cano Street at the first floor on the south side of the New Courts Building.

Service Access

Trash removal will be handled through collection at the floor-level (by) after-hours custodial personnel, and disposed at the floor level after-hours by the custodial personnel, and disposed of at trash bins in the service area of the site. This service area is located off of East Cano Street for the new Courts Building and off of South 10th Avenue for the historic courthouse.



Figure 30. Connected network of pedestrian infrastructure

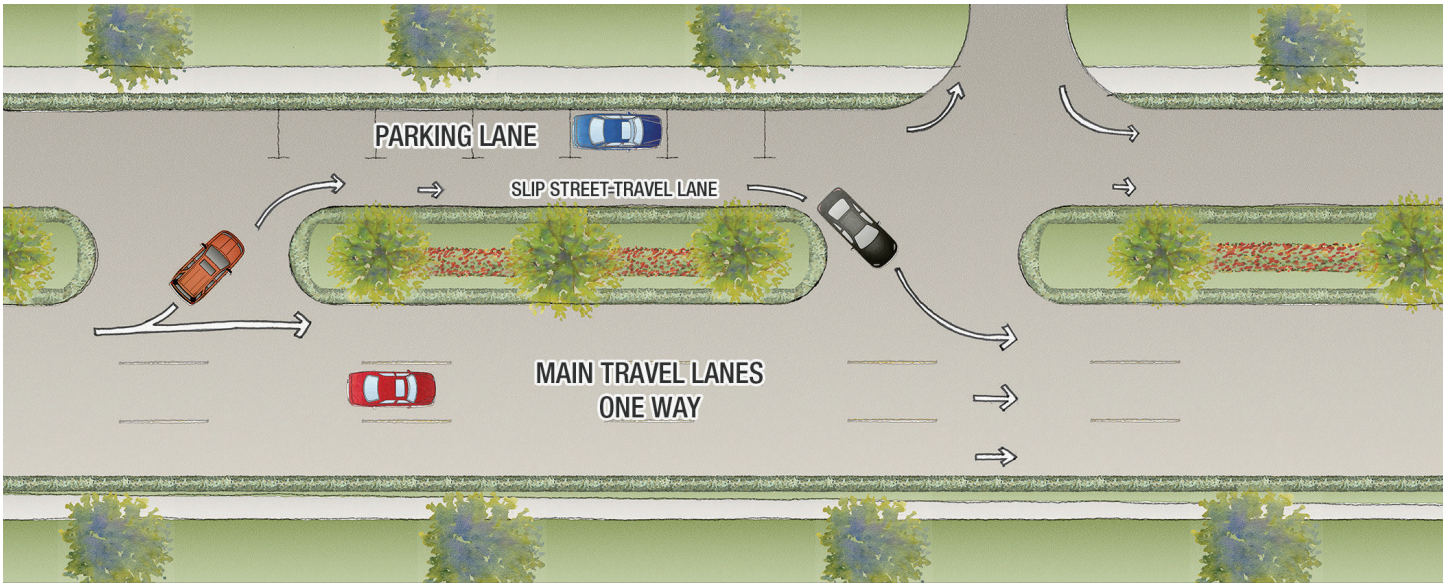


Figure 31. Overhead view of slip street



Figure 32. Slip street section through site

Vehicular Site Access and Parking

Vehicular access to the site is provided from all the streets that surround the Historic Courthouse Square. Circulation shall be one-way to provide an organized vehicular flow around the site with slip streets to provide a safe merging into traffic (see figure 31 and 32).

Parking is provided on-site for the public and judges. All employee parking will be off site in the various county owned lots (see figure 33). There will be a total of 250 parking spaces for staff and 900 parking spaces for the public.

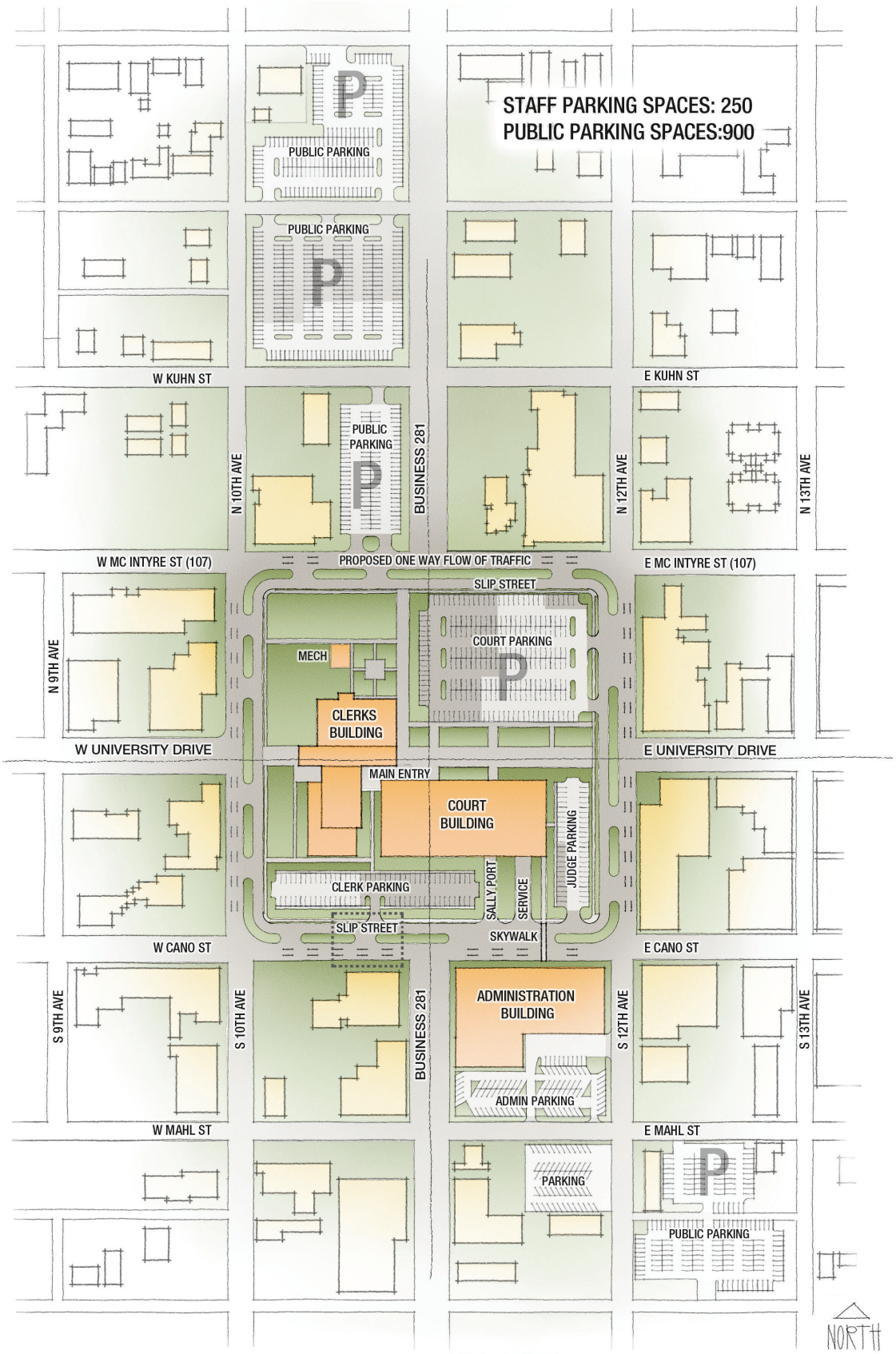


Figure 33. Preferred Vision parking plan

Implementation Plan for Preferred Vision

Implementation Plan for Preferred Vision

If the financing model that is approved by the County is determined to be the use of a Certificate of Obligation Bond, the Hidalgo County Courthouse project can proceed immediately upon completion of the master plan. The following provides possible key dates for completion of the project. The project will occur in at least two phases. Phase One will be the New Courts Building and site work. Phase Two will be the renovation of the existing courthouse. The existing courthouse renovation will also require a two phase process that will allow the clerks to remain in the building while construction is underway.



Key Dates

- Schematic Design 5 Months
- Design Development 5 Months
- Construction Documents 8 Months
- Substantial Completion New Courthouse 24 Months
- Judges move in 2 Month
- Renovation 24 Months

Other Requirements

Other Requirements

The implementation of the Hidalgo County Courthouse Master Plan also includes a thorough review of necessary requirements to address vehicle, pedestrian, public and detainee access. These measures are intended to address safety and result in smooth transits.

A. VEHICLE ACCESS

Vehicular access will come primarily from University Drive with secondary access from Closner Road. The adjacent sites which bound the courthouse square are occupied by the Museum of South Texas History to the north, light commercial/office space bounds the east and west, and the Hidalgo County Administration Building to the south of the proposed site.

B. DETAINEE ACCESS

Detainees who are brought to the courthouse site for court hearings shall access the building through a Sally Port. The Sally Port should be large enough to accommodate a 15-passenger van and one sedan. Entry into the building from the Sally Port should be directly to the holding area.

C. PEDESTRIAN ACCESS

This site lends itself to pedestrian access. The historic courthouse and the New Courts Building have a prominent location on the historic courthouse square. Additionally, it is very important that the design of the New Courts Building respond to the historic courthouse.

Key issues for pedestrian access into the site:

- The location of the appropriate entrances should be readily apparent to use
- The path of travel should be properly illuminated
- Pathways should be visually observable from other areas not subject to blind spots in order to ensure pedestrian safety
- The pathways to and from the historic courthouse, which will house the Clerks, and the Administration Building should be contiguous

D. PARKING REQUIREMENTS

There are three types of parking areas required for this project: public, staff and judges. Each will require accessible spaces allotted to them. There are no minimum parking requirements that address courts or government buildings for the county but it is reasonable to draw an analogy between this use and that of a professional office building. Under that assumption, minimum parking requirements are one space per 300 gross square feet of building or approximately 1,140 spaces. In all cases, the parking should be appropriately illuminated to avoid dark areas and configured so that all areas of parking are visible for security, as well as video monitoring. Although no specific LEED requirements have been mandated for this project, every effort should be made to design the parking using "green" principles while maintaining budget constraints.

Parking should also be designed in such a way that it can be expanded in a logical manner as the complex grows in response to the growth of the county.

E. PUBLIC PARKING

Public parking should be easily accessible from the major entrances to the courthouse complex and appropriately configured and marked to avoid confusion with other parking areas.

F. STAFF PARKING

Staff parking should be segregated from the public parking area(s). The staff area(s) should be convenient to the staff entrances for the government agencies and the courts' secure entrances and be clearly marked and located as to not be confused for public parking.

G. SECURE JUDGES' PARKING

Secure parking is required for the judges and other "high-profile" court personnel, such as the district and county attorneys as well as felony prosecutors. This parking should be adjacent to the building, enclosed and gated to only allow authorized access. Users should be able to park their car and enter the secure portions of the building without interacting with the other users of the courthouse complex. These spaces should also be more closely monitored than the other parking areas with additional cameras and security oversight.

H. RECYCLING

This project shall provide for the collection and storage of recyclables. According to the LEED NC handbook the requirement is to, "Provide an easily accessible area that serves the entire building and is dedicated to the collection and storage of non-hazardous materials for recycling, including (at a minimum) paper, corrugated cardboard, glass, plastics and metals." Although a specific LEED requirement is not mandated, this is considered a necessity.

I. TRASH

Trash removal will be handled by collecting it at the floor level after-hours by the custodial personnel and disposed of at trash bins in the service area of the site.

J. SECURITY

Security shall be a major consideration in the design and construction of this project. All public circulation spaces should be video monitored and the entrances should be controlled (visually) by the security information station. Access to the courtrooms should be through an inspection/scanning station although patrons of the other departments within the building should not have to be inspected. Panic buttons should be located in each of the reception areas and at key staff areas. All exterior doors should be accessed by key or keycard only, except for the main entrance during business hours.

Codes & Standards

The codes and standards are the guiding design principles that provide for the protection of the health, safety and welfare of the public who utilize the courthouse facility.

Codes & Standards

The codes and standards are the guiding design principles that provide for the protection of the health, safety and welfare of the public who utilize the courthouse facility.

APPLICABLE CODES & STANDARDS TO BE USED

The architects shall prepare a written analysis of the codes and standards related to this project. The architects will comply with the provisions of the local fire department that provide for fire protection services. Although specific plan reviews are not required, courtesy and coordination review submissions are expected, and the architects shall comply with the following:

- Locations and dimensions for firefighting access including fire lanes
- Locations and specifications for stand pipes, fire hose cabinets, fire control equipment and hose connections, fire alarm control stations and knock box
- Elevator requirements

Architectural Design

- International Building Code, 2009 (IBC)
- National Fire Protection Association (NFPA) National Fire Codes, 2003, with emphasis on NFPA 101 Life Safety Codes
- Texas Administrative Code §135.52
- Texas Department of Licensing and Regulation, Elimination of Architectural Barriers Act, Article 9102, Texas Civil Statutes, Texas Accessibility Standards
- Americans with Disabilities Act, 28 CFR Part 35 Nondiscrimination on the Basis of Disability in State and Local Government Services, Final Rule, as published in the Federal Register July 26, 1991
- Factory Mutual standards for roof system

Structural Design

- International Building Code, 2009 (IBC)
- ACI – 318, building code requirements for reinforced concrete
- AISC Specification for Steel Buildings – Allowable Stress Design, 9th Edition
- Concrete Masonry: Building Code Requirements for Concrete Masonry Structures, American Concrete Institute, ACI 530-02

Mechanical Design

- International Mechanical Code, 2009
- International Plumbing Code, 2009
- National Fire Protection Association National Fire Codes, with emphasis on NFPA 101 Life Safety Codes, 2009 Ed., and including all referenced standards
- Factory Mutual standards for fire protection sprinkling

Appendix

Abbreviations

Abbreviations

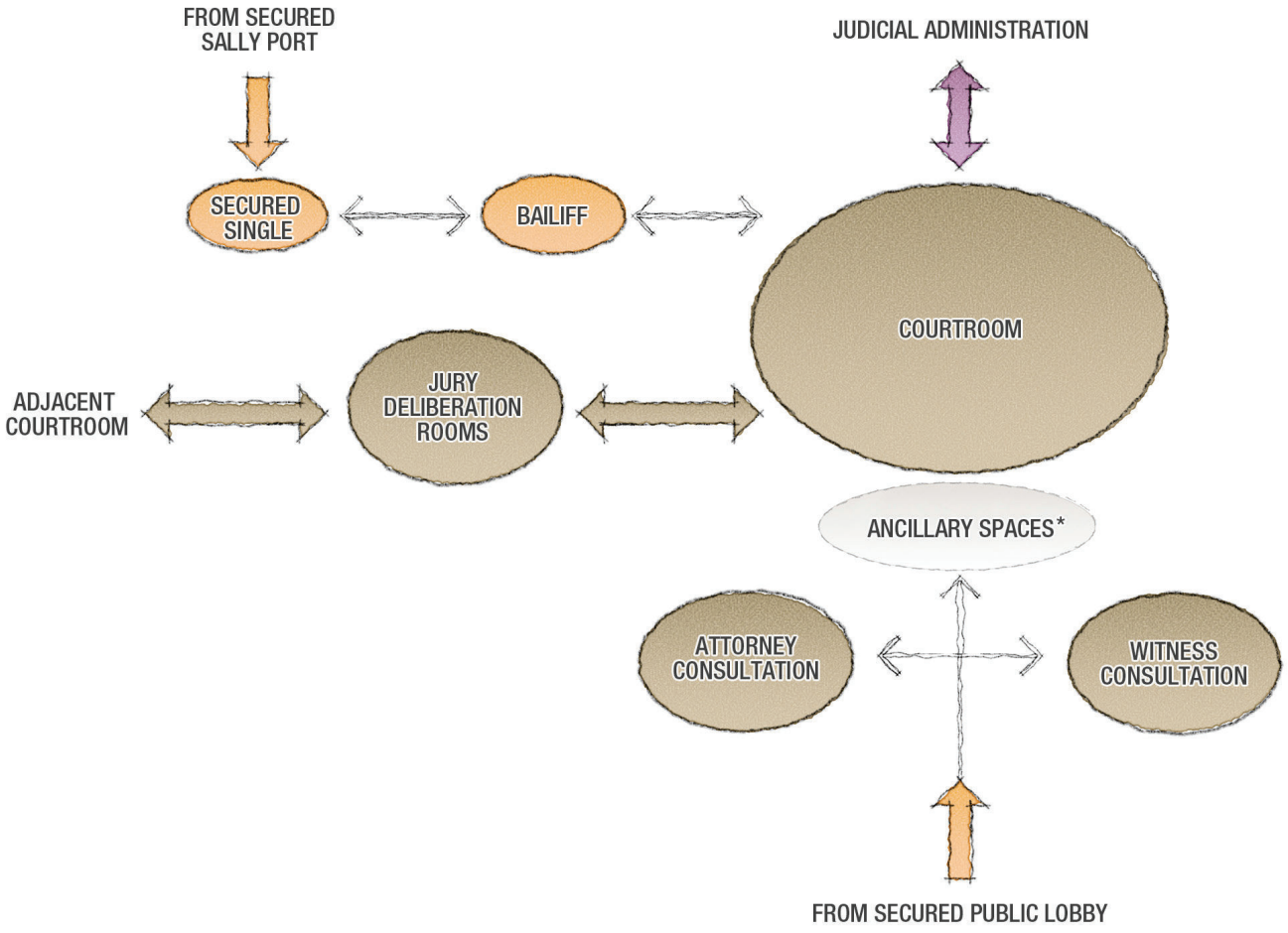
Below is a list of commonly used architectural abbreviations and acronyms. Please note that each individual architecture firm may use a variation of abbreviations.

- ASF Assignable Square Feet
- CCL County Court at Law
- CMR Construction Manager at Risk
- CPS Child Protective Services
- CSP Competitive Sealed Proposals
- DA District Attorney
- DGSF Departmental Gross Square Feet (the sum of all NASFs plus additional area to cover internal circulation, wall thicknesses, etc.)
- GSF Gross Square Feet (the total area required for a building including all departmental areas as well as mechanical and circulation spaces)
- LEED Leadership in Energy Efficient Design (LEED® is a registered trademark of the U.S. Green Building Council.)
- NASF Net Assignable Square Feet (the actual area used for a function)
- OAG Office of the Attorney General
- Sq. Ft. Square Feet

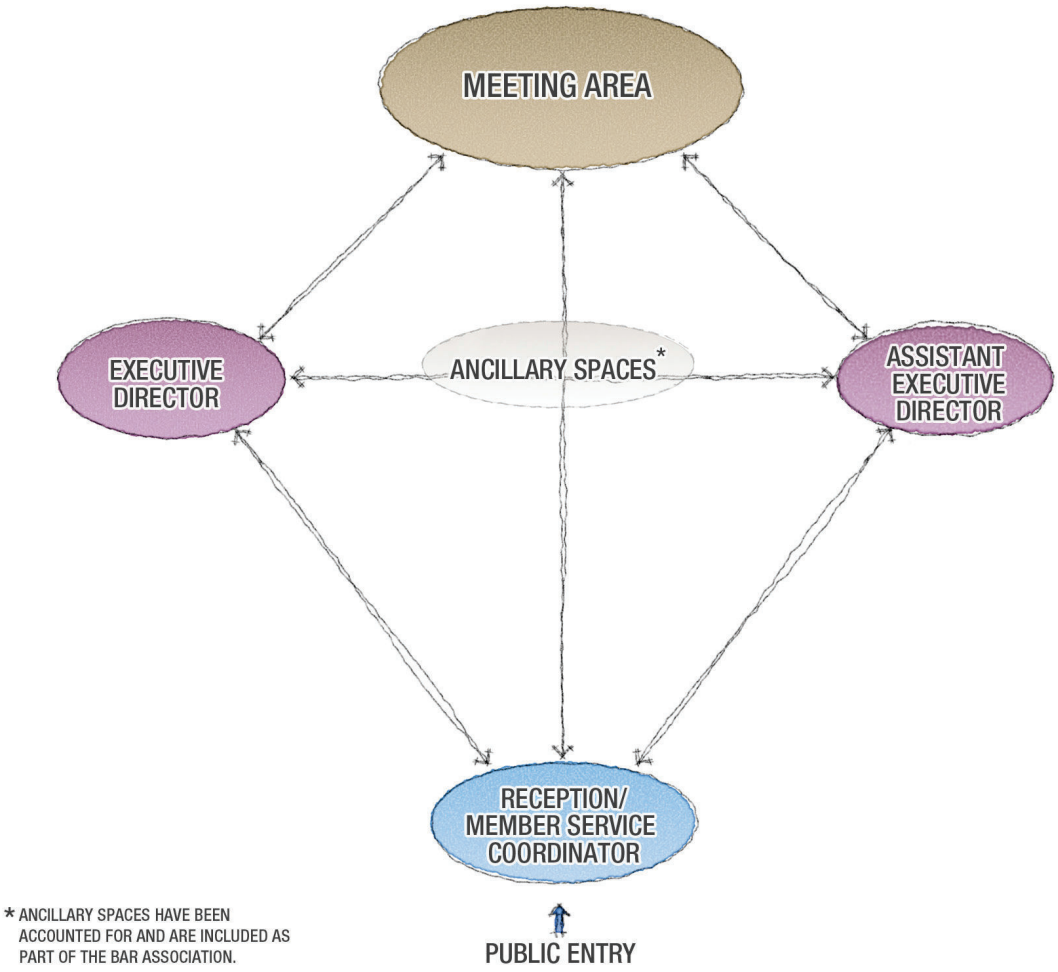
Adjacency Diagrams

The adjacency diagrams are intended to graphically represent the relationship of one space to another and provide for the functional use of the building.

COURTS

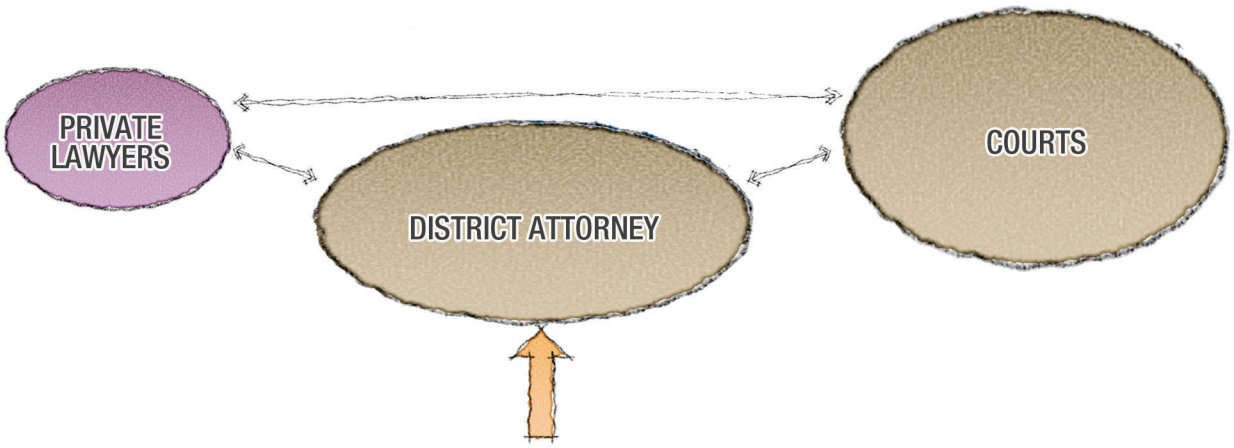

FROM SECURED SALLY PORT
JUDICIAL ADMINISTRATION
SECURED SINGLE
BAILIFF
COURTROOM
ADJACENT COURTROOM
JURY DELIBERATION ROOMS
ANCILLARY SPACES*
ATTORNEY CONSULTATION
WITNESS CONSULTATION
FROM SECURED PUBLIC LOBBY

BAR ASSOCIATION

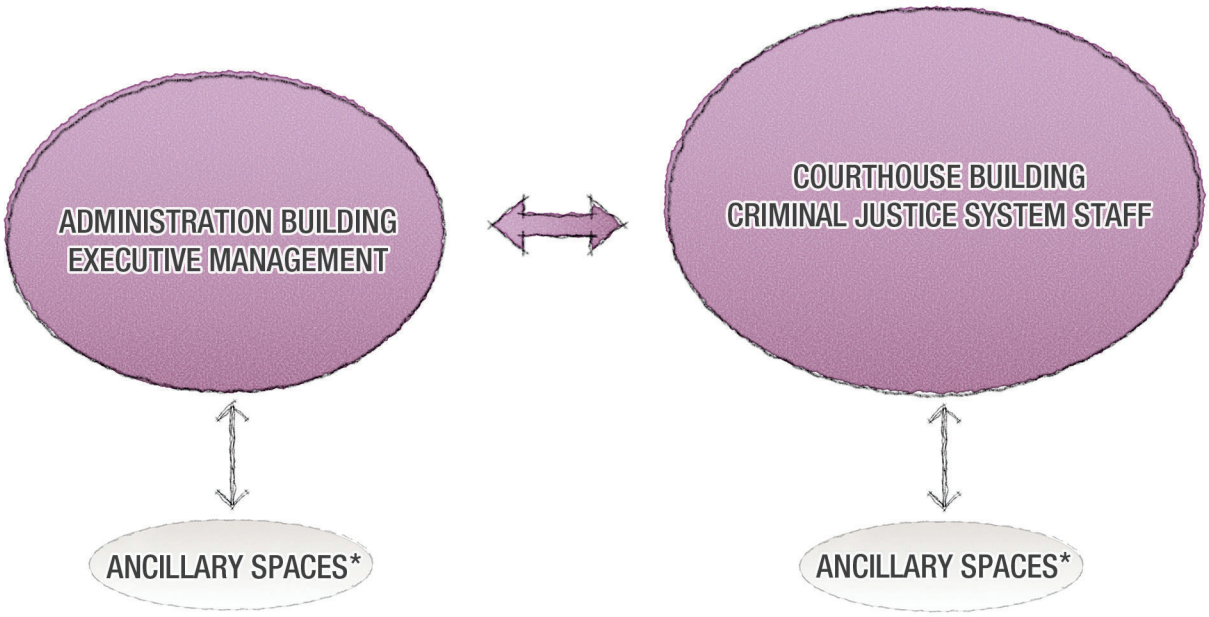


* ANCILLARY SPACES HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE BAR ASSOCIATION.

HIDALGO COUNTY DISTRICT ATTORNEY

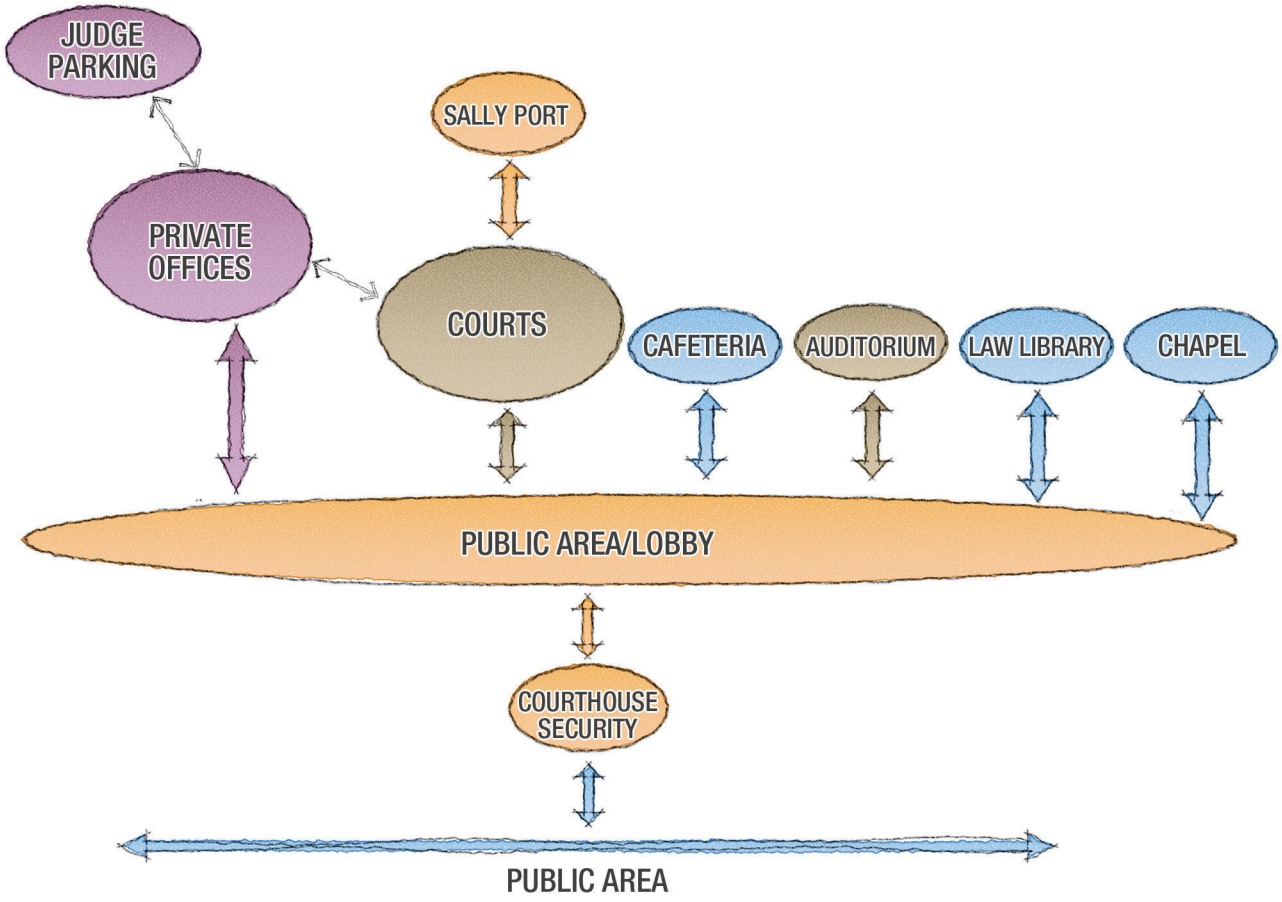


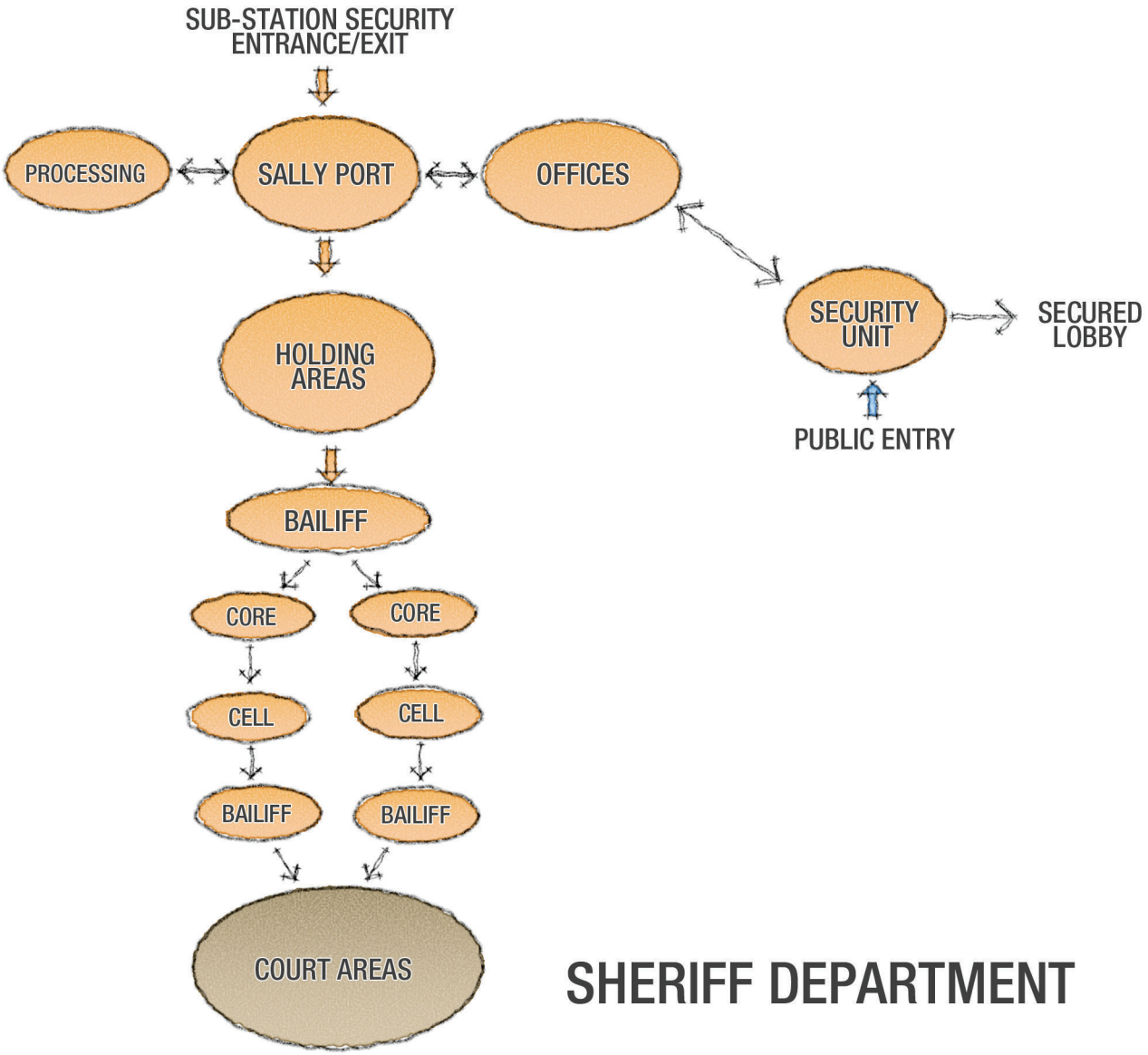
IT DEPARTMENT

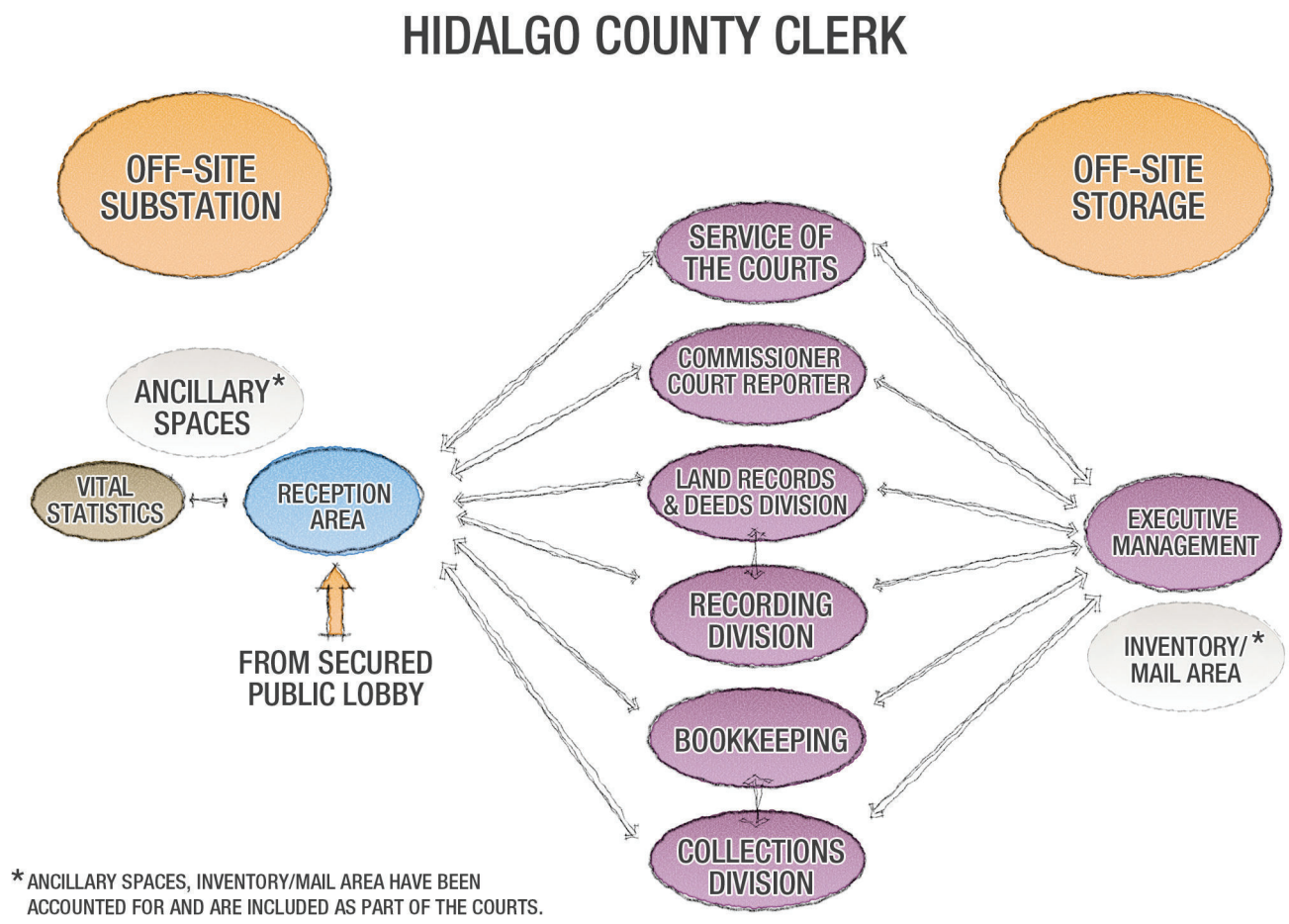


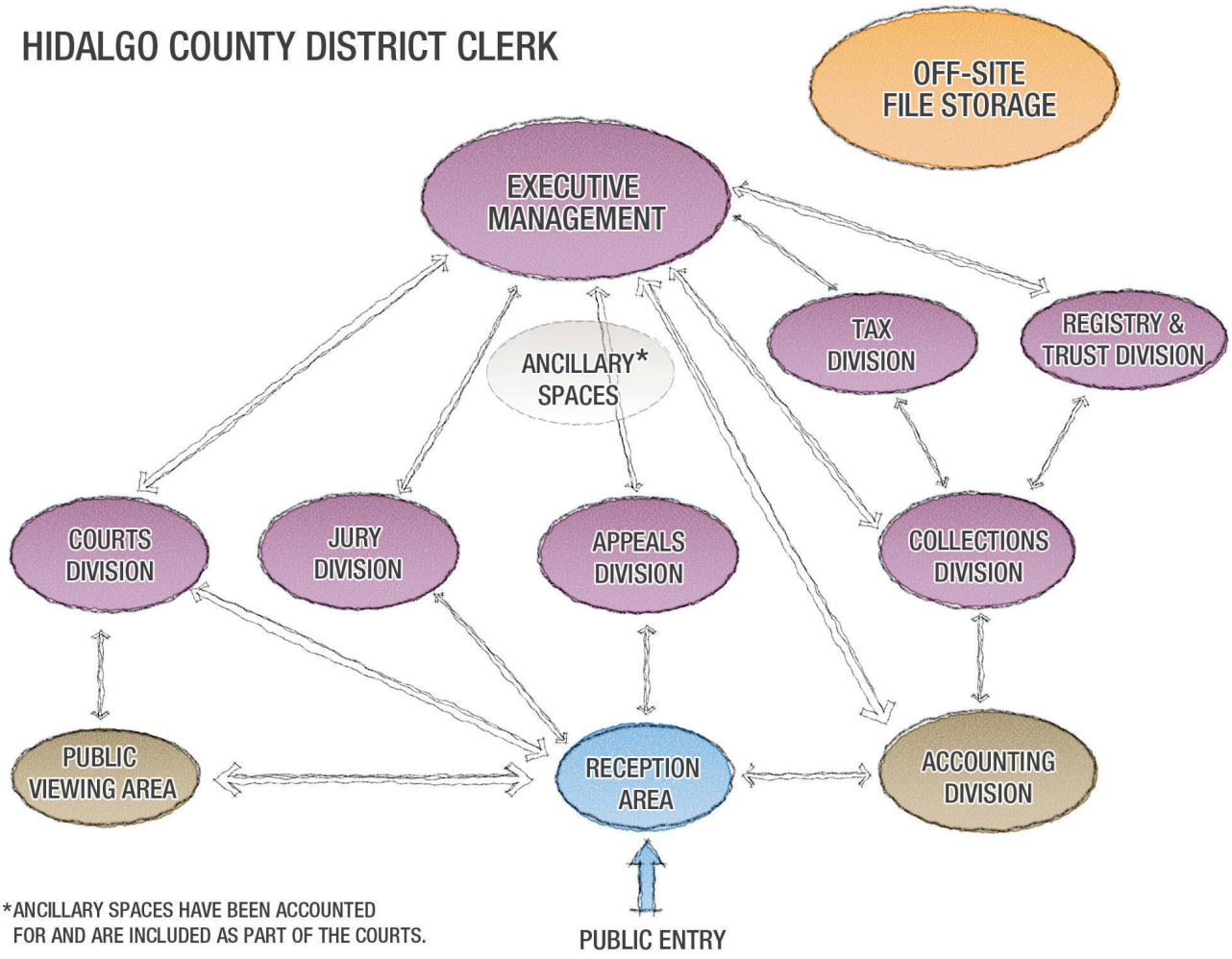
* ANCILLARY SPACES HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE IT DEPARTMENT.

COURTHOUSE PUBLIC LOBBY AREAS




SUB-STATION SECURITY ENTRANCE/EXIT
PROCESSING
SALLY PORT
OFFICES
SECURITY UNIT
SECURED LOBBY
PUBLIC ENTRY
HOLDING AREAS
BAILIFF
CORE
CORE
CELL
CELL
BAILIFF
BAILIFF
COURT AREAS
SHERIFF DEPARTMENT

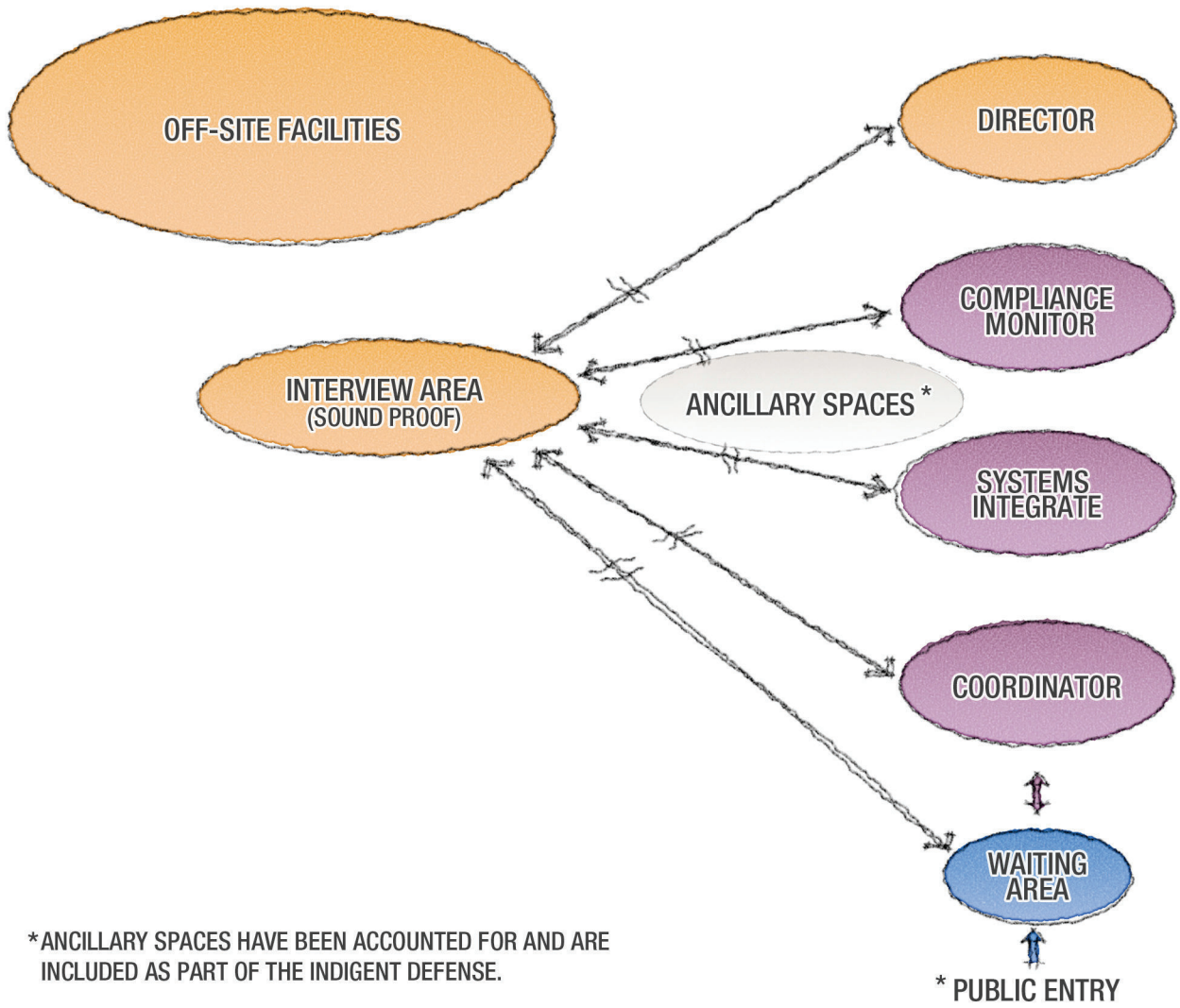

HIDALGO COUNTY CLERK
OFF-SITE SUBSTATION
OFF-SITE STORAGE
SERVICE OF THE COURTS
COMMISSIONER COURT REPORTER
LAND RECORDS & DEEDS DIVISION
RECORDING DIVISION
BOOKKEEPING
COLLECTIONS DIVISION
EXECUTIVE MANAGEMENT
INVENTORY/* MAIL AREA
ANCILLARY* SPACES
VITAL STATISTICS
RECEPTION AREA
FROM SECURED PUBLIC LOBBY
*ANCILLARY SPACES, INVENTORY/MAIL AREA HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE COURTS.


HIDALGO COUNTY DISTRICT CLERK
OFF-SITE FILE STORAGE
EXECUTIVE MANAGEMENT
ANCILLARY* SPACES
TAX DIVISION
REGISTRY & TRUST DIVISION
COURTS DIVISION
JURY DIVISION
APPEALS DIVISION
COLLECTIONS DIVISION
PUBLIC VIEWING AREA
RECEPTION AREA
ACCOUNTING DIVISION
*ANCILLARY SPACES HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE COURTS.
PUBLIC ENTRY

FACILITIES

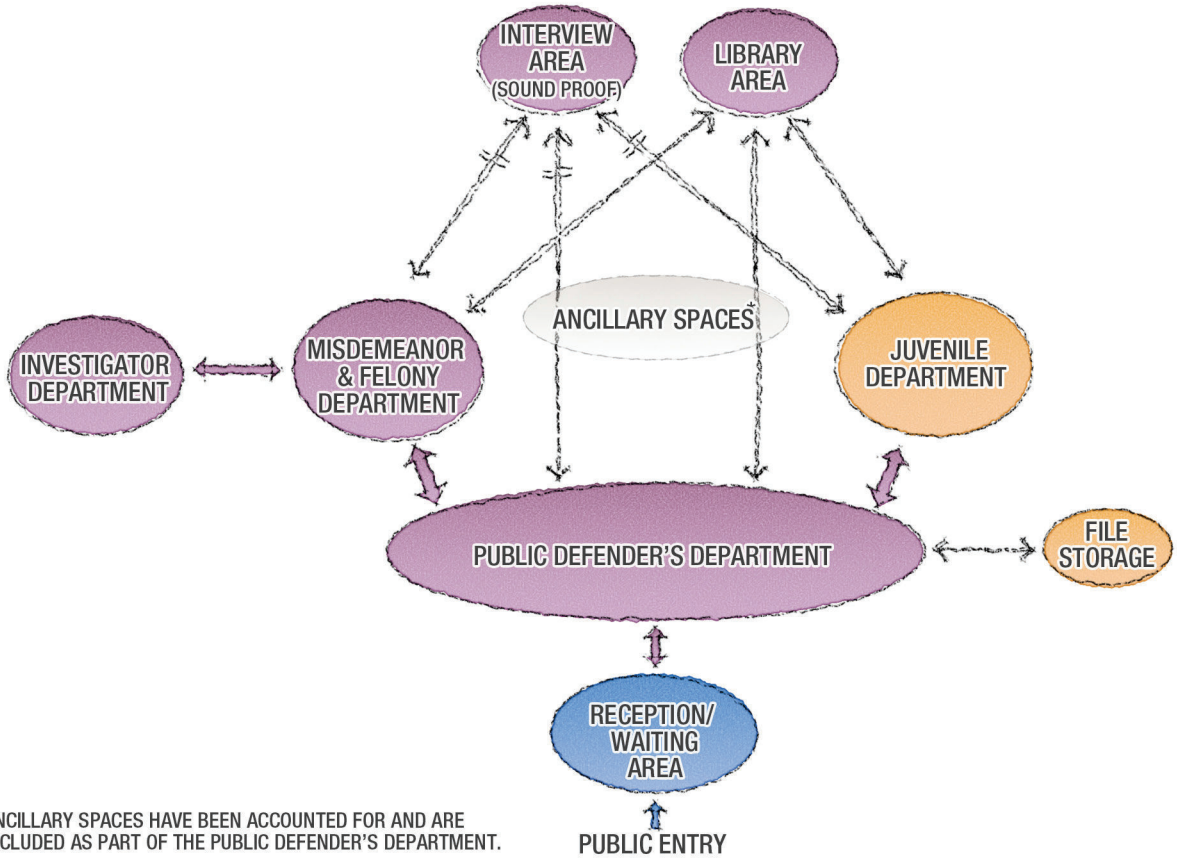


INDIGENT DEFENSE

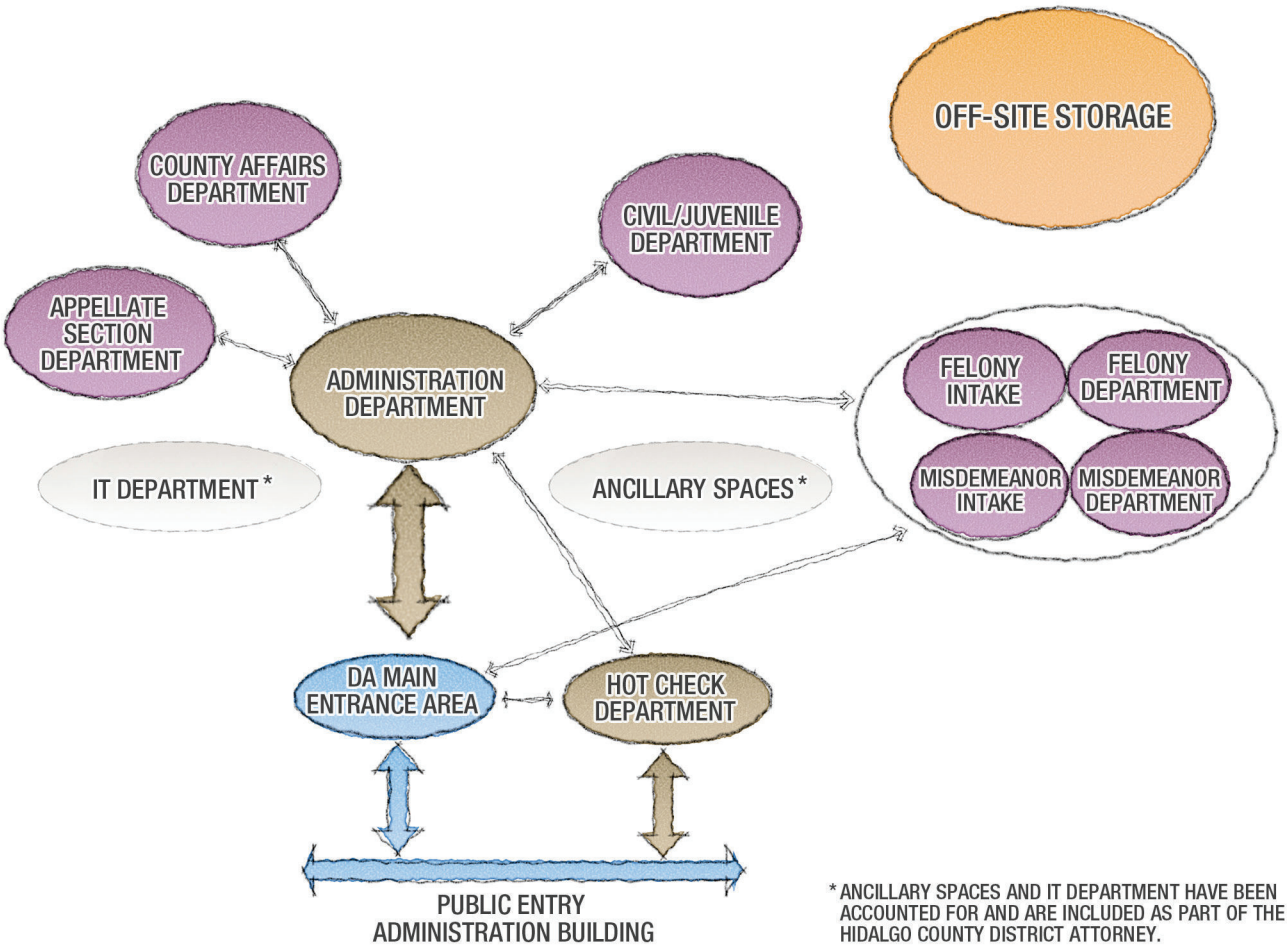


*ANCILLARY SPACES HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE INDIGENT DEFENSE.

PUBLIC DEFENDER'S

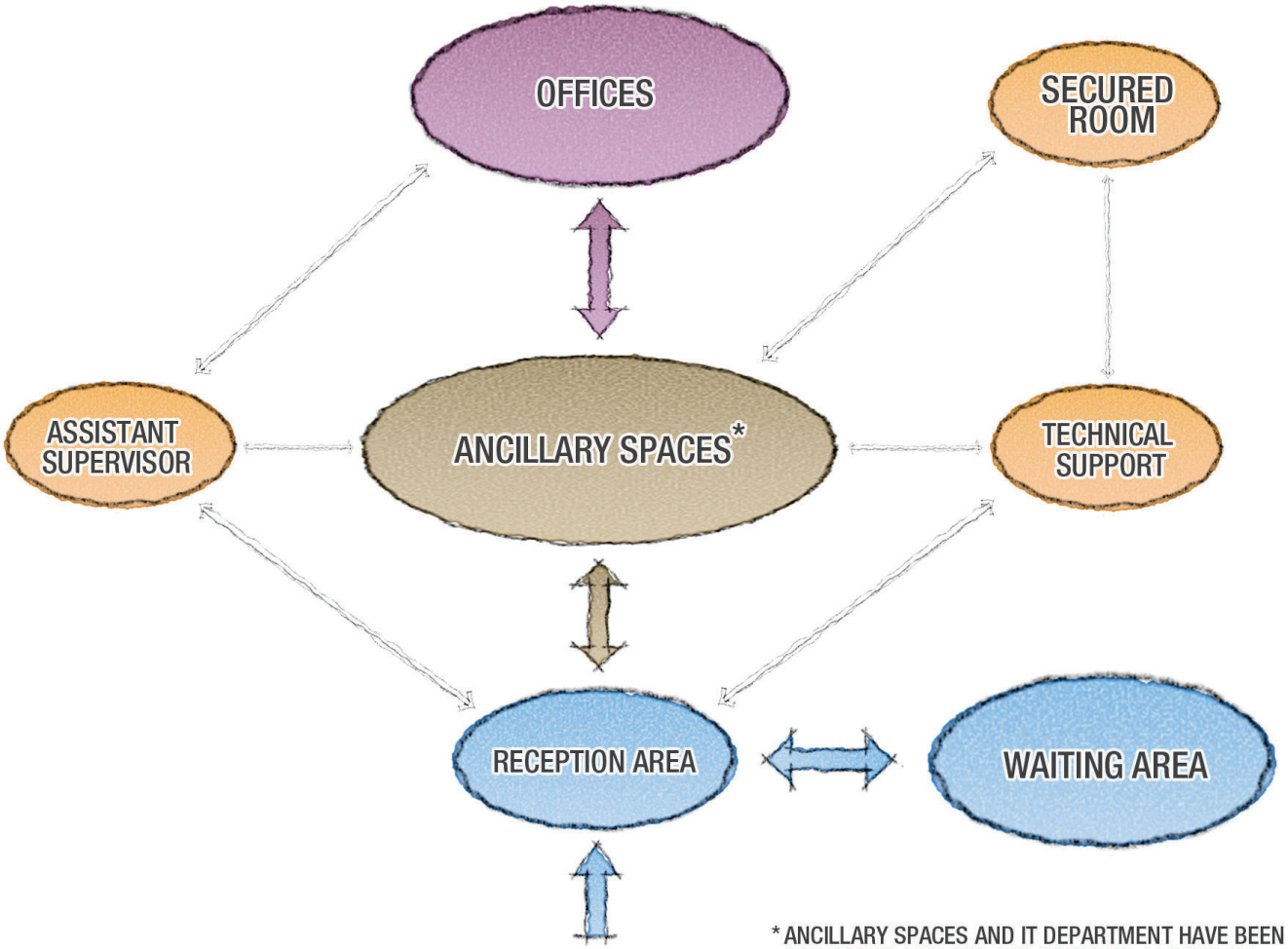


HIDALGO COUNTY DISTRICT ATTORNEY



* ANCILLARY SPACES AND IT DEPARTMENT HAVE BEEN ACCOUNTED FOR AND ARE INCLUDED AS PART OF THE HIDALGO COUNTY DISTRICT ATTORNEY.

ADULT PROBATION



Program of Spaces

The program of spaces is intended to represent the spatial needs of all relevant departments affected by courthouse functions.

New Courthouse Building

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
AC	**Associate Courts**					
AC1.10	***Judicial Administration***					
AC1.11	*Judges Chambers*	3	240	720		
AC1.12	*Judge Restroom*	3	80	240		
AC1.13	*Judge Closet*	3	20	60		
AC1.14	*Judge Small Storage*	3	50	150		
AC1.15	*Lobby/ Waiting Room*	3	360	1,080		
AC1.16	*Court Coordinator*	3	180	540		
AC1.17	*Assistant Coordinator*	3	144	432		
AC1.18	*Court Reporter*	3	120	360		
AC1.19	*Bailiff*	3	120	360		
AC1.20	*Staff Restroom*	3	80	240		
AC1.21	*Evidence Storage Room*	3	120	360		
AC1.22	*General Storage Room*	3	120	360		General Storage Room will be for supplies, paper, etc.
AC2.10	***Courts***					Need to be insulated/ sound proof walls.
AC2.11	*Courtroom*	3	2400	7,200		
AC2.12	*Holding Cell*	3	80	240		
AC2.13	*Jury Room*	3	392	1,176		(28) square feet per person.
AC2.14	*Jury Restroom*	6	80	480		Men/ Women
AC2.15	*Witness Room*	6	120	720		Witness Room needs to have security cameras.
AC2.16	*Attorney Consultation Room*	6	120	720		
AC2.17	*Confessional Room*	3	64	192		Confessional Room located next to Holding Cell.
AC3.10	***Sub-Total***		4890	15,630		
AC4.10	***Total Gross Square Footage***			21,101		Net to Gross Factor = 1.35%
AC5.10	***3 Year Projection***			22,156		Growth Factor = 5% Increase
AC6.10	***13 Year Projection***			24,371		Growth Factor = 10% Increase
AC7.10	***23 Year Projection***			28,027		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
AX	**Auxiliary Courts**					
AX1.10	***Judicial Administration***					
AX1.11	*Judges Chambers*	2	240	480		
AX1.12	*Judge Restroom*	2	80	160		
AX1.13	*Judge Closet*	2	20	40		
AX1.14	*Judge Small Storage*	2	50	100		
AX1.15	*Lobby/ Waiting Room*	2	360	720		
AX1.16	*Court Coordinator*	2	180	360		
AX1.17	*Assistant Coordinator*	2	144	288		
AX1.18	*Court Reporter*	2	120	240		
AX1.19	*Bailiff*	2	120	240		
AX1.20	*Staff Restroom*	2	80	160		
AX1.21	*Evidence Storage Room*	2	120	240		
AX1.22	*General Storage Room*	2	120	240		General Storage Room will be for supplies, paper, etc.
AX2.10	***Courts***					Need to be insulated/ sound proof walls.
AX2.11	*Courtroom*	2	2400	4,800		
AX2.12	*Holding Cell*	2	80	160		
AX2.13	*Jury Room*	2	392	784		(28) square feet per person.
AX2.14	*Jury Restroom*	4	80	320		Men/ Women
AX2.15	*Witness Room*	4	120	480		Witness Room needs to have security cameras.
AX2.16	*Attorney Consultation Room*	4	120	480		
AX2.17	*Confessional Room*	2	64	128		Confessional Room located next to Holding Cell.
AX3.10	***Sub-Total***		4890	10,420		
AX4.10	***Total Gross Square Footage***			14,067		Net to Gross Factor = 1.35%
AX5.10	***3 Year Projection***			14,770		Growth Factor = 5% Increase
AX6.10	***13 Year Projection***			16,247		Growth Factor = 10% Increase
AX7.10	***23 Year Projection***			18,684		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
CC	**County Courts**					
CC1.10	***Judicial Administration***					
CC1.11	*Judges Chambers*	7	240	1,680		
CC1.12	*Judge Restroom*	7	80	560		
CC1.13	*Judge Closet*	7	20	140		
CC1.14	*Judge Small Storage*	7	50	350		
CC1.15	*Lobby/ Waiting Room*	7	360	2,520		
CC1.16	*Court Coordinator*	7	180	1,260		
CC1.17	*Assistant Coordinator*	7	144	1,008		
CC1.18	*Court Reporter*	7	120	840		
CC1.19	*Bailiff*	7	120	840		
CC1.20	*Staff Restroom*	7	80	560		
CC1.21	*Evidence Storage Room*	7	120	840		
CC1.22	*General Storage Room*	7	120	840		General Storage Room will be for supplies, paper, etc.
CC2.10	***Courts***					Need to be insulated/ sound proof walls.
CC2.11	*Courtroom*	7	2400	16,800		
CC2.12	*Holding Cell*	7	80	560		
CC2.13	*Jury Room*	7	392	2,744		(28) square feet per person.
CC2.14	*Jury Restroom*	14	80	1,120		Men/ Women
CC2.15	*Witness Room*	14	120	1,680		Witness Room needs to have security cameras.
CC2.16	*Attorney Consultation Room*	14	120	1,680		
CC2.17	*Confessional Room*	7	64	448		Confessional Room located next to Holding Cell.
CC3.10	***Sub-Total***		4890	36,470		
CC4.10	***Total Gross Square Footage***			49,235		Net to Gross Factor = 1.35%
CC5.10	***3 Year Projection***			51,696		Growth Factor = 5% Increase
CC6.10	***13 Year Projection***			56,866		Growth Factor = 10% Increase
CC7.10	***23 Year Projection***			65,396		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DC	**District Courts**					
DC1.10	***Judicial Administration***					
DC1.11	*Judges Chambers*	11	240	2,640		
DC1.12	*Judge Restroom*	11	80	880		
DC1.13	*Judge Closet*	11	20	220		
DC1.14	*Judge Small Storage*	11	50	550		
DC1.15	*Lobby/ Waiting Room*	11	360	3,960		
DC1.16	*Court Coordinator*	11	180	1,980		
DC1.17	*Assistant Coordinator*	11	144	1,584		
DC1.18	*Court Reporter*	11	120	1,320		
DC1.19	*Bailiff*	11	120	1,320		
DC1.20	*Staff Restroom*	11	80	880		
DC1.21	*Evidence Storage Room*	11	120	1,320		
DC1.22	*General Storage Room*	11	120	1,320		General Storage Room will be for supplies, paper, etc.
DC2.10	***Courts***					Need to be insulated/ sound proof walls.
DC2.11	*Courtroom*	11	2400	26,400		
DC2.12	*Holding Cell*	11	80	880		
DC2.13	*Jury Room*	11	392	4,312		(28) square feet per person.
DC2.14	*Jury Restroom*	24	80	1,920		Men/ Women
DC2.15	*Witness Room*	24	120	2,880		Witness Room needs to have security cameras.
DC2.16	*Attorney Consultation Room*	24	120	2,880		
DC2.17	*Confessional Room*	11	64	704		Confessional Room located next to Holding Cell.
DC3.10	***Sub-Total***		4890	57,950		
DC4.10	***Total Gross Square Footage***			78,233		Net to Gross Factor = 1.35%
DC5.10	***3 Year Projection***			82,144		Growth Factor = 5% Increase
DC6.10	***13 Year Projection***			90,359		Growth Factor = 10% Increase
DC7.10	***23 Year Projection***			103,912		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
PC	**Probate Court**					
PC1.10	***Judicial Administration***					
PC1.11	*Judges Chambers*	1	240	240		
PC1.12	*Judge Restroom*	1	80	80		
PC1.13	*Judge Closet*	1	20	20		
PC1.14	*Judge Small Storage*	1	50	50		
PC1.15	*Lobby/ Waiting Room*	1	360	360		
PC1.16	*Court Coordinator*	1	180	180		
PC1.17	*Assistant Coordinator*	1	144	144		
PC1.18	*Court Reporter*	1	120	120		
PC1.19	*Bailiff*	1	120	120		
PC1.20	*Staff Restroom*	1	80	80		
PC1.21	*Evidence Storage Room*	1	120	120		
PC1.22	*General Storage Room*	1	120	120		General Storage Room will be for supplies, paper, etc.
PC2.10	***Courts***					Need to be insulated/ sound proof walls.
PC2.11	*Courtroom*	1	2400	2,400		
PC2.12	*Holding Cell*	1	80	80		
PC2.13	*Jury Room*	1	392	392		(28) square feet per person.
PC2.14	*Jury Restroom*	2	80	160		Men/ Women
PC2.15	*Witness Room*	2	120	240		Witness Room needs to have security cameras.
PC2.16	*Probate Court Investigator/ Attorney Consultation Room*	2	120	240		
PC2.17	*Confessional Room*	1	64	64		Confessional Room located next to Holding Cell.
PC3.10	***Sub-Total***		4890	5,210		
PC4.10	***Total Gross Square Footage***			7,034		Net to Gross Factor = 1.35%
PC5.10	***3 Year Projection***			7,385		Growth Factor = 5% Increase
PC6.10	***13 Year Projection***			8,124		Growth Factor = 10% Increase
PC7.10	***23 Year Projection***			9,342		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
A	**Ancillary Spaces**					
A1.10	***Ancillary Spaces***					
A1.11	*Public Restrooms*	2	700	1,400		Ground Floor
A1.12	*Public Restrooms*	12	700	8,400		(1) Set of Restrooms for every (2) Courtrooms.
A1.13	*Private Restrooms*	6	700	4,200		(1) Set of Restrooms for every (4) Courtrooms.
A1.14	*Conference Room*	12	350	4,200		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (12) people. 3. (1) Conference Room for every (2) Courts.
A1.15	*Break Room*	6	410	2,460		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (14) people. 3. (1) Break Room for every (4) Courts
A1.16	*Storage*	24	100	2,400		(1) Storage Room for each court.
A1.17	*Janitor's Closet*	9	100	900		(3) + (1) for each (4) Courts.
A2.10	***Sub-Total***		3060	23,960		
A3.10	***Total Gross Square Footage***			32,346		Net to Gross Factor = 1.35%
A4.10	***3 Year Projection***			33,963		Growth Factor = 5% Increase
A5.10	***13 Year Projection***			37,360		Growth Factor = 10% Increase
A6.10	***23 Year Projection***			42,964		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
AP	**Adult Probation**					Total # of employees: 26
AP1.10	***Work Area***					
AP1.11	*Officer Work Area*	12	128	1,536		1. (2) Work spaces per floor. 2. Must be a secured area.
AP1.12	*Sub-Station Interviewing Room*	2	100	200		1. Private information area. 2. Should be located in the Sally Port area.
AP2.10	***Sub-Total***		228	1,736		
AP3.10	***Total Gross Square Footage***			2,344		Net to Gross Factor = 1.35%
AP4.10	***3 Year Projection***			2,461		Growth Factor = 5% Increase
AP5.10	***13 Year Projection***			2,707		Growth Factor = 10% Increase
AP6.10	***23 Year Projection***			3,113		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
BA	**Bar Association**					Total # of employees: 4
BA1.10	***Executive Director***					
BA1.11	*Office*	1	180	180		
BA2.10	***Assistant Executive Director***					
BA2.11	*Office*	1	120	120		
BA3.10	***Member Service Coordinator***					
BA3.11	*Open Area*	1	102	102		This space should be adjacent to the receptionist.
BA4.10	***Receptionist***					
BA4.11	*Reception Area*	1	80	80		
BA5.10	***Ancillary Spaces***					
BA5.11	*Restrooms*	2	80	160		
BA5.12	*Attorney's Lounge*	1	310	310		1. (60) square feet + (25) square feet per person. 2. Attorney's Lounge will accommodate (10) people.
BA5.13	*Break Room*	1	260	260		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (8) people. 3. Break Room and Conference Room should be adjacent to each other.
BA5.14	*Workroom/ Supply Storage*	1	400	400		Shelving would be needed.
BA5.15	*Conference Room*	1	675	675		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (25) people. 3. Bar Association has a total of (20) Board Members. 4. Conference Room and Break Room should be adjacent to each other.
BA6.10	***Sub-Total***		2207	2,287		
BA7.10	***Total Gross Square Footage***			3,087		Net to Gross Factor = 1.35%
BA8.10	***3 Year Projection***			3,242		Growth Factor = 5% Increase
BA9.10	***13 Year Projection***			3,566		Growth Factor = 10% Increase
BA10.10	***23 Year Projection***			4,101		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DA	**District Attorney**					Total # of employees: 120
DA1.10	***District Attorney***					
DA1.11	*Office*	2	120	240		
DA1.12	*Office/ Storage for Equipment*	1	200	200		
DA1.13	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA1.14	*Victim Waiting Room*	1	200	200		
DA1.15	*Receptionist Desk*	1	80	80		
DA1.16	*Unisex Restroom*	1	80	80		
DA2.10	***Private Lawyers***					
DA2.11	*Assistant District Attorney*	3	180	540		1. These offices would provide important office space that could be leased out by the county to Attorney's from out of town. 2. The District Attorney's Department requested that these offices be close to the courts.
DA3.10	***Sub-Total***		1160	1,640		
DA4.10	***Total Gross Square Footage***			2,214		Net to Gross Factor = 1.35%
DA5.10	***3 Year Projection***			2,325		Growth Factor = 5% Increase
DA6.10	***13 Year Projection***			2,557		Growth Factor = 10% Increase
DA7.10	***23 Year Projection***			2,941		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
IT	**I.T. Department**					Total # of employees: 30
IT1.10	***Criminal Justice System Staff***					
IT1.11	*Office Space*	6	64	384		1. Located directly next to MDF Room. 2. Sound Proof.
IT2.10	***Ancillary Spaces***					
IT2.11	*MDF*	1	500	500		1. MDF Room would be able to accommodate a new Courts Building and Clerks Building. 2. Ideal location for MDF Room would be on the 2nd floor for security reasons, but not absolutely necessary. 3. Sound proof.
IT2.12	*IDF*	8	96	768		Court Building (1 per floor and additional break-out boxes as needed)
IT3.10	***Sub-Total***		660	1,652		
IT4.10	***Total Gross Square Footage***			2,230		Net to Gross Factor = 1.35%
IT5.10	***3 Year Projection***			2,342		Growth Factor = 5% Increase
IT6.10	***13 Year Projection***			2,576		Growth Factor = 10% Increase
IT7.10	***23 Year Projection***			2,962		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
L	**Lobby**					
L1.10	***Auditorium***					
L1.11	*Jury Pool*	1	5600	5,600		Jury Pool will accommodate (400) seats.
L1.12	*Stage*	1	800	800		
L1.13	*Storage*	2	200	400		
L2.10	***Cafeteria***					
L2.11	*Kitchen*	1	4400	4,400		
L2.12	*Cafeteria*	1	4000	4,000		Seating for (300) at (13) square feet per person.
L3.10	***Chapel***					
L3.11	*Chapel*	1	300	300		
L4.10	***Law Library***					
L4.11	*Library*	1	3700	3,700		
L5.10	***Sub-Total***		19000	19,200		
L6.10	***Total Gross Square Footage***			25,920		Net to Gross Factor = 1.35%
L7.10	***3 Year Projection***			27,216		Growth Factor = 5% Increase
L8.10	***13 Year Projection***			29,938		Growth Factor = 10% Increase
L9.10	***23 Year Projection***			34,428		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
SD	**Sheriff's Department**					Total # of employees:
SD1.10	***Courthouse Security***					
SD1.11	*Security Lobby*	1	1721	1,721		
SD1.12	*Supervisor*	1	120	120		
SD1.13	*Security/Camera Room*	1	200	200		Central Control
SD1.14	*Break Room*	1	310	310		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (10) people.
SD1.15	*Restrooms*	2	80	160		
SD1.16	*Interviewing/Holding Room*	1	102	102		
SD1.17	*Security Equipment Room*	1	200	200		
SD2.10	***Sub-Station Security***					
SD2.11	*Sally Port*	1	1500	1,500		
SD2.12	*Processing*	1	200	200		
SD2.13	*Offices*	3	120	360		
SD2.14	*Security/Camera Room*	1	200	200		
SD2.15	*Break Room*	1	310	310		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (10) people.
SD2.16	*Workroom*	1	200	200		
SD2.17	*Restrooms*	2	80	160		
SD2.18	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
SD2.19	*Interviewing Room*	3	80	240		Interviewing Rooms
SD2.20	*Security Equipment Room*	1	200	200		
SD2.21	*Holding Cell (Large)*	4	1000	4,000		Large Cells
SD2.22	*Holding Cell (Small)*	20	50	1,000		Small Cells
SD3.10	***Sub-Total***		6973	11,483		
SD4.10	***Total Gross Square Footage***			15,502		Net to Gross Factor = 1.35%
SD5.10	***3 Year Projection***			16,277		Growth Factor = 5% Increase
SD6.10	***13 Year Projection***			17,905		Growth Factor = 10% Increase
SD7.10	***23 Year Projection***			20,591		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
T	**New Courthouse Building Total Square Footage**					
T1.10	***Sub-Total***			187,638		
T2.10	***Total Gross Square Footage***			253,311		Net to Gross Factor = 1.35%
T3.10	***3 Year Projection***			265,976		Growth Factor = 5% Increase
T4.10	***13 Year Projection***			292,574		Growth Factor = 10% Increase
T5.10	***23 Year Projection***			336,460		Growth Factor = 15% Increase

Clerks Building

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
CCL	**County Clerk**					Total # of employees: 78
CCL1.10	***Executive Management***					
CCL1.11	*County Clerk*	1	240	240		
CCL1.12	*County Clerk Restroom*	1	80	80		
CCL1.13	*County Clerk Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
CCL1.14	*Chief Deputy*	1	216	216		
CCL1.15	*Chief Deputy Conference Area*	1	200	200		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (6) people.
CCL1.16	*Office Manager*	1	180	180		
CCL1.17	*Office Manager Conference Area*	1	150	150		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (4) people.
CCL1.18	*Assistant*	2	102	204		
CCL1.19	*Storage Space*	1	200	200		County Clerk's Assistant needs Storage Space.
CCL1.20	*Waiting Area*	1	200	200		
CCL2.10	***Recording Division***					
CCL2.11	*Deputy Clerk*	5	102	510		
CCL2.12	*Copy Station*	1	80	80		
CCL3.10	***Land Records/ Deeds Division***					
CCL3.11	*Deputy Clerk*	2	102	204		
CCL3.12	*Public Restroom*	1	700	700		
CCL3.13	*Public Area*	1	2000	2,000		(20) Computer Work Stations
CCL3.14	*Reception Desk*	1	300	300		
CCL3.15	*Waiting Area*	1	400	400		
CCL4.10	***Services of the Courts***					
CCL4.11	*Courts Manager*	1	120	120		
CCL4.12	***Criminal Division***					
CCL4.13	*Deputy Clerk*	10	102	1,020		(8) Clerks and (2) Support
CCL4.14	*Receptionist*	1	180	180		Needs to be centralized and tied together with records.
CCL4.15	*Copy Station*	1	80	80		
CCL4.16	*Waiting Area*	1	1500	1,500		Waiting Area for Civil/ Criminal/ and Probate Divisions.
CCL4.17	*Criminal File Room*	1	600	600		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
CCL4.18	***Civil Division***					
CCL4.19	*Deputy Clerk*	9	102	918		(7) Clerks and (2) Support
CCL4.20	*Scanning/ File Room*	1	600	600		
CCL4.21	*Copy Station*	1	80	80		
CCL4.22	***Probate Division***					
CCL4.23	*Deputy Clerk*	3	102	306		
CCL4.24	*Copy Station*	1	80	80		
CCL4.25	*Scanning Area*	1	200	200		
CCL5.10	***Collections Department***					
CCL5.11	*Collections Supervisor*	1	180	180		
CCL5.12	*Collections Analyst*	1	120	120		
CCL5.13	*Enforcement Officer*	8	120	960		
CCL5.14	*Cashiers*	3	102	306		(2) Full time and (1) Part time
CCL5.15	*Lobby Space*	1	2000	2,000		This space will need to accommodate up to (150) persons.
CCL5.16	Copy Station	1	80	80		
CCL6.10	***Bookkeeping***					
CCL6.11	*Cashiers*	8	102	816		
CCL6.12	*Internal Auditor*	1	120	120		
CCL6.13	*Vault*	1	500	500		
CCL6.14	*Display Cases*	1	100	100		The display cases will be for public viewing.
CCL7.10	***Vital Statistics***					Combine Vital Statistics and Official Records
CCL7.11	*Lobby Space*	1	2000	2,000		Vitals/Recording Lobby Space
CCL7.12	*Birth Certificates Area*	1	80	80		The Birth Certificate Area should be in a remote location.
CCL7.13	*Deputy Clerk*	6	102	612		
CCL7.14	*Scanning Area*	1	80	80		
CCL8.10	***Inventory Room***					
CCL8.11	*Assistant*	1	102	102		
CCL8.12	*Storage*	1	500	500		Storage room should be centralized and needs shelving.
CCL9.10	***Mail Area***					The Mail Area should be close to Inventory Area.
CCL9.11	*Deputy Clerk*	1	102	102		
CCL9.12	*Mail Boxes*	1	64	64		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
CCL10.10	***Commissioners Court Reporter***					
CCL10.11	*Deputy Clerk*	1	102	102		
CCL10.12	*Storage*	1	120	120		
CCL11.10	***Ancillary Spaces***					
CCL11.11	*Restroom*	1	700	700		
CCL11.12	*Break Room*	1	410	410		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (14) people.
CCL11.13	*Workroom*	1	400	400		
CCL11.14	*Supply Storage*	1	200	200		
CCL11.15	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
CCL11.16	*Janitor's Closet*	1	100	100		
CCL11.17	*Time Clock Area*	1	200	200		
CCL11.18	*Locker Storage*	1	300	300		
CCL11.19	*Storage for Restored Book*	1	2500	2,500		
CCL12.10	***Off-site Facilities***					
CCL12.11	*Warehouse*				14,970	Old Robert's Chevrolet Building (9) Deputy Clerks and (1) Supervisor
CCL12.12	*Warehouse*				10,000	Warehouse is located in San Carlos, Texas.
CCL12.13	*Sub-Station*				306	1. The Sub-Station is currently located in McAllen, Texas. 2. The building is currently being leased by a Title Company. 3. Total of (3) Deputy Clerks.
CCL13.10	***Sub-Total***		21084	25,902	25,276	The County Clerk is projected to be at least (100) employees in the next 5-10 years.
CCL14.10	***Total Gross Square Footage***			34,968	34,123	Net to Gross Factor = 1.35%
CCL15.10	***3 Year Projection***			36,716	35,829	Growth Factor = 5% Increase
CCL16.10	***13 Year Projection***			40,388	39,412	Growth Factor = 10% Increase
CCL17.10	***23 Year Projection***			46,446	45,324	Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DCL	**District Clerk**					Total # of employees: 66
DCL1.10	***District Clerk***					
DCL1.11	*Office*	1	240	240		
DCL1.12	*Restroom*	1	80	80		
DCL1.13	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DCL2.10	***Chief Deputy***					
DCL2.11	*Office*	1	216	216		
DCL2.12	*Conference Room*	1	150	150		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (4) people.
DCL3.10	***Chief of Administration***					
DCL3.11	*Office*	1	180	180		
DCL4.10	***Internal Auditor***					
DCL4.11	*Office*	1	120	120		
DCL5.10	***Assistant Chief Deputy***					
DCL5.11	*Office*	1	120	120		
DCL6.10	***Budget & Procurement Officer***					
DCL6.11	*Office*	1	120	120		
DCL7.10	***Jury Division***					
DCL7.11	*Jury Clerk*	3	102	306		
DCL8.10	***Appeals Division***					
DCL8.11	*Chief of Appeals*	1	180	180		
DCL8.12	*Appeals Clerk*	1	102	102		
DCL8.13	*Storage*	1	200	200		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DCL9.10	***Tax Division***					
DCL9.11	*Tax Clerks*	3	102	306		
DCL9.12	*Storage*	1	200	200		
DCL10.10	***Registry & Trust Division***					
DCL10.11	*Registry Clerk*	2	102	204		
DCL10.12	*Bookkeeper*	1	102	102		
DCL10.13	*File Storage*	1	200	200		
DCL11.10	***Accounting Division***					
DCL11.11	*Accountant*	2	102	204		
DCL11.12	*Costing Clerk*	3	102	306		
DCL11.13	*Cashier*	2	102	204		Cashier & Bookkeeper in same space
DCL11.14	*Bookkeeper*	1	102	102		Cashier & Bookkeeper in same space
DCL12.10	***Collections Division***					
DCL12.11	*Collections Specialist*	2	120	240		
DCL13.10	***Public Viewing Area***					
DCL13.11	*Cubicles*	6	64	384		
DCL14.10	***Courts Division***					
DCL14.11	*District Courts-District Clerk*	22	102	2,244		
DCL14.12	*County Courts-District Clerk*	6	102	612		
DCL14.13	*Master Courts-District Clerk*	6	102	612		
DCL14.14	*Child Welfare-1 Clerk*	1	102	102		
DCL14.15	*Child Welfare-2 Clerk*	1	102	102		
DCL14.16	*Scanning Clerk*	1	102	102		
DCL14.17	*Indictment Clerk*	1	102	102		
DCL14.18	*File Clerk*	1	102	102		
DCL14.19	*Receptionist Clerk*	1	80	80		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DCL15.10	***Ancillary Spaces***					
DCL15.11	*Restrooms*	1	700	700		
DCL15.12	*Break Room*	1	410	410		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (14) people.
DCL15.13	*Workroom*	1	400	400		
DCL15.14	*Supply Storage*	1	200	200		
DCL15.15	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DCL15.16	*Janitor's Closet*	1	100	100		
DCL15.17	*Loading Dock Area*	1	600	600		
DCL15.19	*File Storage*	1	4,000	4,000		Temporary Holding Files
DCL16.10	***Offsite Facilities***					
DCL16.11	*File Storage*				40,000	Currently lease out 40,000 sq.ft. of space.
DCL17.10	***Sub-Total***		11014	15,534		
DCL18.10	***Total Gross Square Footage***			20,971	40,000	Net to Gross Factor = 1.35%
DCL19.10	***3 Year Projection***			22,019	54,000	Growth Factor = 5% Increase
DCL20.10	***13 Year Projection***			24,221	59,400	Growth Factor = 10% Increase
DCL21.10	***23 Year Projection***			27,855	68,310	Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
FD	**Facilities Department**					Total # of employees: 90
FD1.10	***Maintenance Facilities***					
FD1.11	*Maintenance Room*	1	400	400		(1) Maintenance Room per floor
FD1.12	*Offices*	2	102	204		
FD1.13	*Mailroom*	1	400	400		
FD1.14	*Outside Storage*	1	400	400		
FD1.15	*Equipment Room*	1	100	100		The Equipment Room needs to be on the ground floor and will accommodate big equipment like: Scissor Lift, Carpet Machine, Stripper, Waxer, and Buffer.
FD2.10	***Sub-Total***		1402	1,504		
FD3.10	***Total Gross Square Footage***			2,030		Net to Gross Factor = 1.35%
FD4.10	***3 Year Projection***			2,132		Growth Factor = 5% Increase
FD5.10	***13 Year Projection***			2,345		Growth Factor = 10% Increase
FD6.10	***23 Year Projection***			2,697		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
ID	**Indigent Defense**					Total # of employees: 7
ID1.10	***Director***					
ID1.11	*Office*	1	180	180		
ID2.10	***Compliance Monitor***					
ID2.11	*Office*	1	120	120		
ID3.10	***Systems Integrator***					
ID3.11	*Office*	1	120	120		
ID4.10	***Coordinator***					
ID4.11	*Open Area*	1	102	102		Interviews the public
ID5.10	***Ancillary Spaces***					
ID5.11	*Restrooms*	2	80	160		
ID5.12	*Break Room*	1	210	210		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (6) people.
ID5.13	*Workroom*	1	200	200		
ID5.14	*Supply Storage*	1	200	200		
ID5.15	*File Storage*	1	200	200		
ID5.16	*Conference/ Interview Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
ID5.17	*Small Interviewing Room*	2	102	204		Interviewing Rooms need to be sound proof.
ID5.18	*Waiting Area*	1	200	200		
ID5.19	*Janitor's Closet*	1	100	100		
ID6.10	***Offsite Facilities***					
ID6.11	*County Jail (Indigent DefenseCoordinators)*				306	(3) Employees
ID7.10	***Sub-Total***		2114	2,296	306	
ID8.10	***Total Gross Square Footage***			3,100	413	Net to Gross Factor = 1.35%
ID9.10	***3 Year Projection***			3,255	434	Growth Factor = 5% Increase
ID10.10	***13 Year Projection***			3,580	477	Growth Factor = 10% Increase
ID11.10	***23 Year Projection***			4,117	549	Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
PD	**Public Defender's**					Total # of employees: 19
PD1.10	***Public Defender's Department***					
PD1.11	*Chief Public Defender*	1	240	240		
PD1.12	*Administrative Assistant #1*	1	102	102		
PD1.13	*Administrative Assistant #3*	1	216	216		Secured Area.
PD2.10	***Misdemeanor & Felony Department***					
PD2.11	*Attorney*	8	180	1,440		
PD2.12	*1st Assistant Public Defender*	1	102	102		
PD3.10	***Juvenile Department***					Secured Area.
PD3.11	*Attorney*	2	180	360		
PD3.12	*Social Worker*	1	120	120		
PD3.13	*Administration Assistant #1*	1	102	102		
PD4.10	***Investigator Department***					
PD4.11	*Investigator*	2	120	240		
PD5.10	***Ancillary Spaces***					
PD5.11	*Restrooms*	1	700	700		
PD5.12	*Break Room*	1	310	310		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (10) people.
PD5.13	*Workroom*	1	200	200		
PD5.14	*File Storage*	1	200	200		
PD5.15	*Supply Storage*	1	200	200		
PD5.16	*Conference Room/Library Area*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference will accommodate (10) people.
PD5.17	*Janitor's Closet*	1	100	100		
PD5.18	*Interviewing/Video Conference*	1	120	120		
PD5.19	*Waiting Area*	1	200	200		
PD6.10	***Sub-Total***		3692	5,252		
PD7.10	***Total Gross Square Footage***			7,090		Net to Gross Factor = 1.35%
PD8.10	***3 Year Projection***			7,445		Growth Factor = 5% Increase
PD9.10	***13 Year Projection***			8,189		Growth Factor = 10% Increase
PD10.10	***23 Year Projection***			9,418		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
IT	**I.T. Department**					Total # of employees: 30
	Ancillary Spaces					Inside the Courts Building.
	MDF					1. MDF Room would be able to accommodate a new Courts Building and Clerks Building. 2. Ideal location for MDF Room would be on the 2nd floor for security reasons, but not absolutely necessary. 3. Sound proof.
	IDF	3	96	288		Clerks Building (1 per floor and additional break-out boxes as needed)
	Sub-Total		96	288		
	Total Gross Square Footage			389		Net to Gross Factor = 1.35%
	3 Year Projection			447		Growth Factor = 5% Increase
	13 Year Projection			492		Growth Factor = 10% Increase
	23 Year Projection			566		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
T	**Clerks Building Total Square Footage**					
T1.10	***Sub-Total***			50,776		
T2.10	***Total Gross Square Footage***			68,548	74,536	Net to Gross Factor = 1.35%
T3.10	***3 Year Projection***			71,975	78,263	Growth Factor = 5% Increase
T4.10	***13 Year Projection***			79,172	86,089	Growth Factor = 10% Increase
T5.10	***23 Year Projection***			91,048	99,002	Growth Factor = 15% Increase

Administration Building

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DA	**District Attorney**					Total # of employees: 106
DA1.10	***Felony Department***					
DA1.11	*District Attorney*	1	240	240		
DA1.12	*District Attorney's Restroom*	1	80	80		
DA1.13	*Assistant District Attorney*	27	180	4,860		
DA1.14	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA1.15	*Secretary*	8	102	816		
DA1.16	*Receptionist*	1	80	80		
DA1.17	*Supporting Staff*	1	102	102		
DA1.18	*Break Room*	1	235	235		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (7) people.
DA1.19	*Video Room*	1	80	80		
DA1.20	*File Storage*	1	400	400		Space savor type cabinets on rollers that close.
DA1.21	*Witness Waiting Room*	1	80	80		
DA1.22	*Equipment Room*	1	80	80		
DA1.23	*Waiting Area*	1	200	200		
DA2.10	***Felony Intake Department***					Felony Intake & Misdemeanor Intake will become one department (Intake Department)
DA2.11	*Assistant District Attorney*	4	180	720		
DA2.12	*Administrative Assistant*	2	120	240		
DA2.13	*Criminal Investigator*	1	120	120		
DA2.14	*Receptionist*	1	80	80		
DA2.15	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA2.16	*Break Room*	1	235	235		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (7) people.
DA2.17	*Criminal History Room*	1	80	80		This room requires a window.
DA3.10	***Misdemeanor Intake Department***					Felony Intake & Misdemeanor Intake will become one department (Intake Department)
DA3.11	*Assistant District Attorney*	2	180	360		
DA3.12	*Administrative Assistant*	3	120	360		(1) of them is a part-time employee.
DA3.13	*Criminal Investigator*	1	120	120		
DA3.14	*Criminal Victim Coordinator*	1	120	120		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DA4.10	***Misdemeanor Department***					
DA4.11	*Assistant District Attorney*	11	180	1,980		
DA4.12	*Administrative Assistant*	4	120	480		Open Area
DA4.13	*Supervisors*	2	120	240		
DA4.14	*Receptionist*	1	80	80		
DA4.15	*File Storage*	1	200	200		
DA4.16	*Waiting Area*	1	300	300		
DA4.17	*Restrooms*	1	700	700		
DA4.18	*Break Room*	1	235	235		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (7) people.
DA4.19	*Workroom*	1	200	200		
DA4.20	*Supply Storage*	1	200	200		
DA4.21	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA4.22	*Janitor's Closet*	1	100	100		
DA4.23	*Video Room*	1	80	80		
DA5.10	***Civil/Juvenile Department***					
DA5.11	*Assistant District Attorney*	10	180	1,800		
DA5.12	*Administrative Assistant*	4	120	480		
DA5.13	*Receptionist*	1	80	80		
DA5.14	*File Storage*	1	200	200		
DA5.15	*Waiting Area*	1	200	200		
DA5.16	*Secretary Area*	1	200	200		
DA5.17	*Restrooms*	1	700	700		
DA5.18	*Break Room*	1	235	235		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (7) people.
DA5.19	*Workroom*	1	400	400		
DA5.20	*Supply Storage*	1	200	200		
DA5.21	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA5.22	*Janitor's Closet*	1	100	100		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DA6.10	***Hot Checks Department***					
DA6.11	*Assistant District Attorney*	2	180	360		
DA6.12	*Administrative Assistant*	5	120	600		Centrally located with cubicles
DA6.13	*Criminal Investigator*	3	120	360		
DA6.14	*Receptionist*	1	80	80		
DA6.15	*Part-time employees*	2	80	160		
DA6.16	*File Storage*	1	200	200		
DA6.17	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA6.18	*Waiting Area*	1	200	200		
DA6.19	*Restrooms*	2	80	160		
DA6.20	*Break Room*	1	235	235		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (7) people.
DA6.21	*Workroom*	1	200	200		
DA6.22	*Administration Storage*	1	400	400		
DA7.10	***Administration Department***					
DA7.11	*Human Resources Coordinator*	2	120	240		
DA7.12	*Administrative Assistant*	1	120	120		
DA7.13	*File Storage*	1	200	200		
DA7.14	*Supply Storage*	1	200	200		
DA8.10	***Appellate Section Department***					
DA8.11	*Assistant District Attorney*	4	180	720		
DA8.12	*Administrative Assistant*	1	120	120		
DA8.13	*Accountant*	1	120	120		
DA8.14	*Conference Room*	2	300	600		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA9.10	***County Affairs Department***					
DA9.11	*Assistant District Attorney*	3	180	540		
DA9.12	*Administrative Assistant*	3	120	360		
DA9.13	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
DA9.14	*Supply Storage*	1	200	200		

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
DA10.10	***I.T. Area***					District Attorney's I.T. Department runs seperately from the county, but does connect to the counties servers.
DA10.11	*Offices*	2	120	240		
DA10.12	*Reception Area*	1	102	102		
DA10.13	*IDF*	1	96	96		
DA11.10	***Off-site Facilities***					
DA11.11	*Storage Warehouse*				1,860	
DA12.10	***Sub-Total***		14217	27,691	1,860	
DA13.10	***Total Gross Square Footage***			37,383	2,511	Net to Gross Factor = 1.35%
DA14.10	***3 Year Projection***			39,252	2,637	Growth Factor = 5% Increase
DA15.10	***13 Year Projection***			43,177	2,900	Growth Factor = 10% Increase
DA16.10	***23 Year Projection***			49,654	3,335	Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
AP	**Adult Probation**					Total # of employees: 26
AP1.10	***Support Staff***					
AP1.11	*Reception Desk*	2	102	204		(2) employees
AP1.12	*Waiting Area*	1	400	400		1. (20) plus people in the waiting area at any given time. 2. Secured Space - Employees take payments in this area.
AP1.13	*Secured Room*	1	120	120		This room should be secured and locked at all times.
AP1.14	*Technical Support*	2	102	204		(2) employees with cubicle style spaces
AP2.10	***Pre-Trial Diversion Officers***					
AP2.11	*Office*	4	120	480		Each office needs a window looking out to corridor.
AP3.10	***Assessment Officers***					
AP3.11	*Office*	5	120	600		Each office needs a window looking out to corridor.
AP4.10	***Court Officers***					
AP4.11	*Office*	12	120	1,440		Each office needs a window looking out to corridor.
AP5.10	***Operations Manager***					
AP5.11	*Office*	1	180	180		Office needs a window.
AP6.10	***Assistant Supervisor***					
AP6.11	*Office*	1	180	180		1. This office needs to be close to the reception area. 2. There is a safe in the office.
AP7.10	***Ancillary Space***					
AP7.11	*IDF*	1	96	96		Adult Probation is not connected to the county's I.T. connections.
AP7.12	*Staff Restroom*	1	700	700		
AP7.13	*Offenders Restroom*	2	80	160		1. (1)- Female and (1)- Male. 2. Used for urine testing. 3. A water fountain is being requested to be placed next to this restroom.
AP7.14	*Storage/ Supply Room*	1	100	100		
AP7.15	*Mini-Lab Station*	1	100	100		Mini-Lab Station needs to be near the Offenders Restroom
AP7.16	*Conference Room*	1	350	350		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (12) people.

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
AP7.17	*Workroom*	1	200	200		
AP7.18	*Break Room*	1	460	460		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (16) people.
AP7.19	*Janitor's Closet*	1	100	100		
AP8.10	***Sub-Total***		3630	6,074		
AP9.10	***Total Gross Square Footage***			8,200		Net to Gross Factor = 1.35%
AP10.10	***3 Year Projection***			8,610		Growth Factor = 5% Increase
AP11.10	***13 Year Projection***			9,471		Growth Factor = 10% Increase
AP12.10	***23 Year Projection***			10,892		Growth Factor = 15% Increase

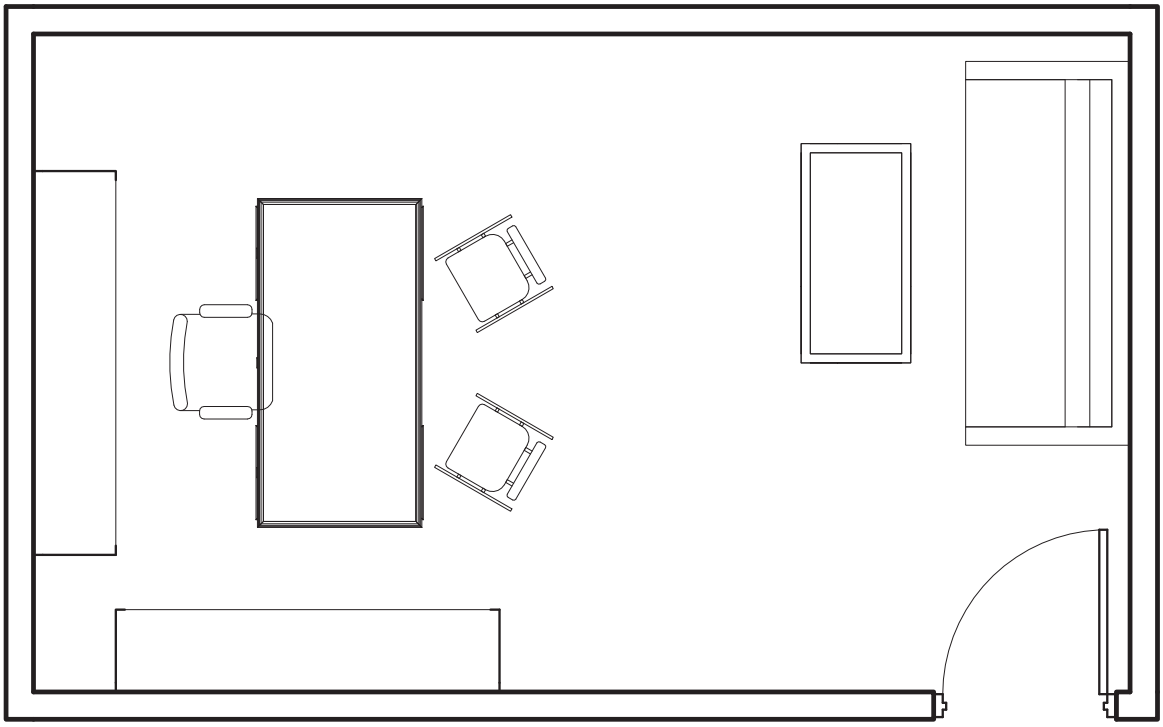
ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
IT	**I.T. Department**					Total # of employees: 30
IT1.10	***Executive Management***					
IT1.11	*Chief Information Officer*	1	180	180		
IT1.12	*Offices*	22	120	2,640		
IT1.13	*Bullpen*	8	80	640		Open Room w/ Modular Furniture.
IT1.14	*Computer Repair*	1	200	200		
IT2.10	***Ancillary Spaces***					
IT2.11	*IDF*	1	96	96		
IT2.12	*Break Room*	1	310	310		1. (60) square feet + (25) square feet per person. 2. Break Room will accommodate (10) people.
IT2.13	*Training Room*	2	800	1,600		1. (50) square feet + (25) square feet per person. 2. Training Room will accommodate (30) people.
IT2.14	*Conference Room*	1	300	300		1. (50) square feet + (25) square feet per person. 2. Conference Room will accommodate (10) people.
IT2.15	*Workroom*	1	200	200		
IT2.16	*Staff Restrooms*	1	700	700		
IT2.17	*Janitor's Closet*	1	100	100		
IT3.10	***Sub-Total***		3086	6,966		
IT4.10	***Total Gross Square Footage***			9,404		Net to Gross Factor = 1.35%
IT5.10	***3 Year Projection***			9,874		Growth Factor = 5% Increase
IT6.10	***13 Year Projection***			10,862		Growth Factor = 10% Increase
IT7.10	***23 Year Projection***			12,491		Growth Factor = 15% Increase

ID	Function/Department	No.	Net S.F.	Total Net S.F.	Total Off-Site Net S.F.	Remarks:
T	**Administration Building Total Square Footage**					
T1.10	***Sub-Total***			40,731		
T2.10	***Total Gross Square Footage***			54,987	2,511	Net to Gross Factor = 1.35%
T3.10	***3 Year Projection***			57,736	2,637	Growth Factor = 5% Increase
T4.10	***13 Year Projection***			63,510	2,900	Growth Factor = 10% Increase
T5.10	***23 Year Projection***			73,036	3,335	Growth Factor = 15% Increase

NOTE: PLEASE REFER TO THE COURTS BUILDING PROGRAM FOR ADDITIONAL SPACE NEEDS REQUIRED FOR THE FOLLOWING DEPARTMENTS: DISTRICT ATTORNEY, ADULT PROBATION, & I.T. DEPARTMENT

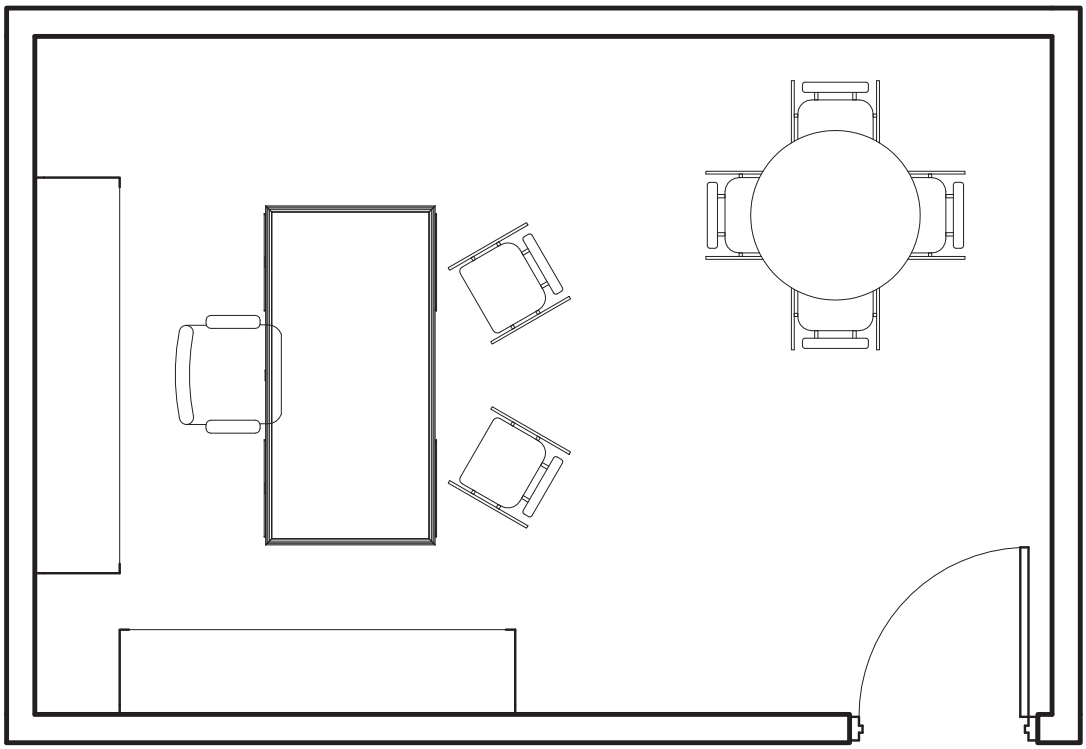
Room Data Sheets

The room data sheets are intended to graphically represent specific spatial needs common to varying departments in order to ensure uniformity of spaces.



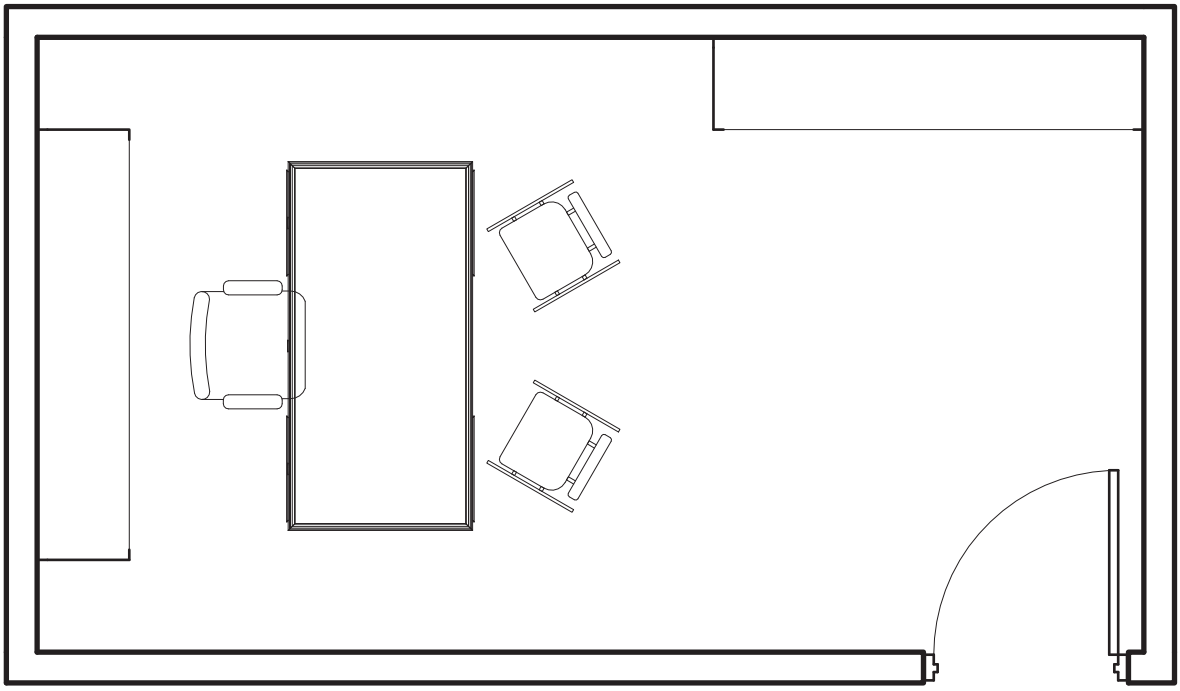
Elected Official and Executive Appointed Official Office
12'-0" x 20'-0" = 240 Square Feet

Note: Drawings not to scale.



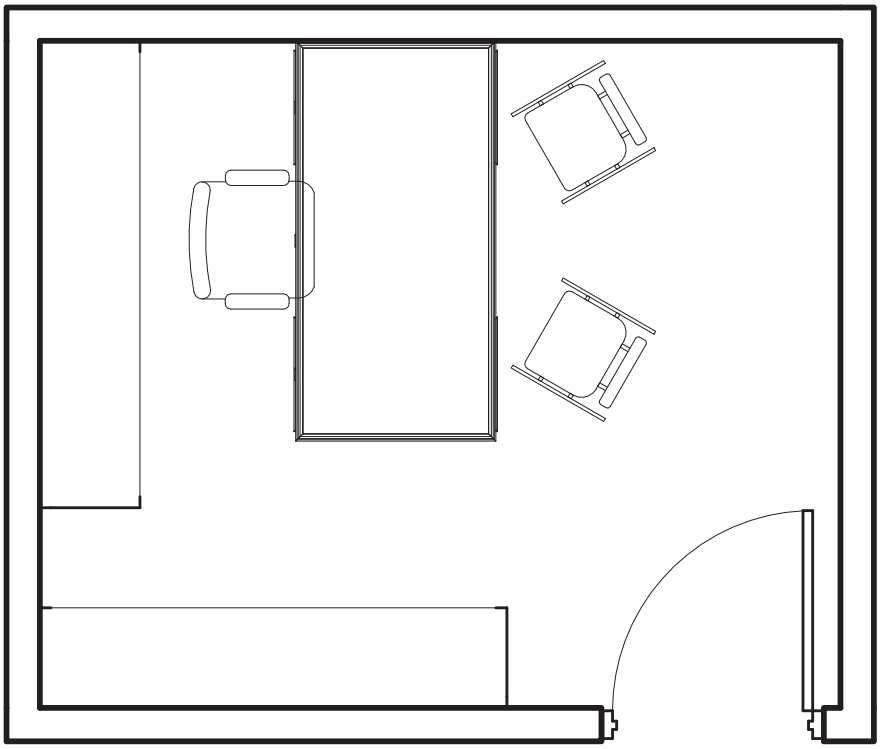
Appointed Official Office
12'-0" x 18'-0" = 216 Square Feet

Note: Drawings not to scale.



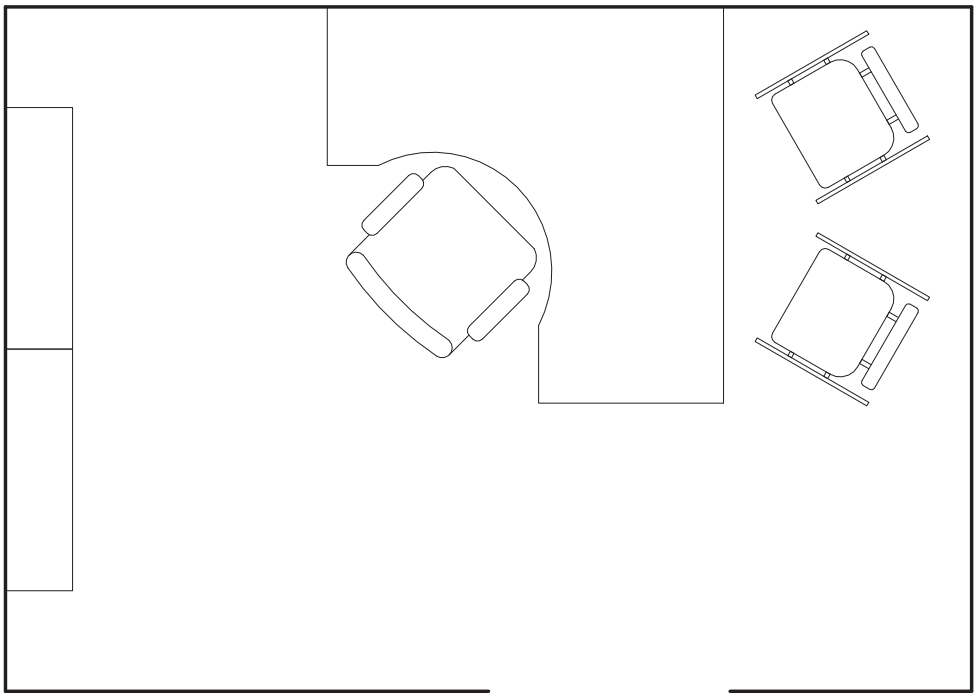
Division Manager Office
10'-0" x 18'-0" = 180 Square Feet

Note: Drawings not to scale.



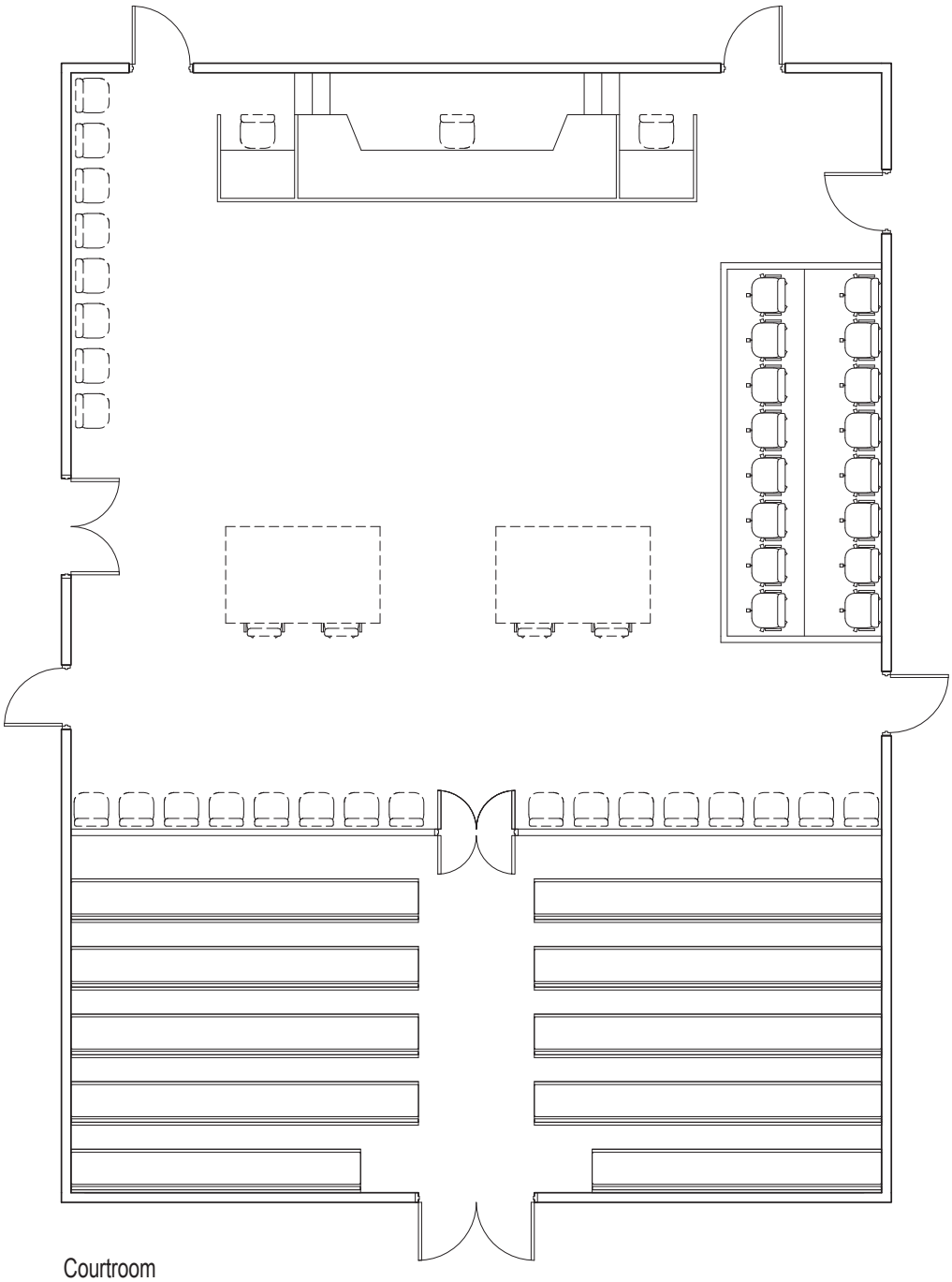
Manager or Professional Office
10'-0" x 12'-0" = 120 Square Feet

Note: Drawings not to scale.



Cubicle
8'-6" x 12'-0" = 102 Square Feet

Note: Drawings not to scale.



Courtroom
58'-0" x 42'-0" = 2,436 Square Feet

Note: Drawings not to scale.

Executive Summary of Existing Courthouse Conditions

The executive summary of existing courthouse conditions is excerpted from the Property Condition and Environmental Assessment report prepared by ERO Architects, dated July 9, 2009. It is provided in this Master Plan as supporting documentation.

The complete document is available online at:
https://sites.google.com/site/hcchmasterplan/home

EXECUTIVE SUMMARY

HIDALGO COUNTY COURTHOUSE COMPLEX
PROPERTY CONDITION & ENVIRONMENTAL ASSESSMENT
ERO Project #09005
Date: May 29, 2009

Executive Summary of Existing Buildings & Site Inspection for Hidalgo County Courthouse Complex

We have concluded our assessment of the existing buildings and site conditions at the Courthouse complex. Our Assessment documentation included in this binder is organized by Tabs 1 thru 8. Each Tab, or section, deals with the intricacies of the property assessment and is separated into specific "reports."

During our site visits and subsequent evaluation, major concerns were uncovered pertaining to:

1) **Health and Life Safety**
2) **Building Support Systems**
3) **Immediate Maintenance Needs**
4) **Functional Deficiencies**

Several issues raised in this report will fall under more that one of the above categories. In addition to these four major areas of concern, we have identified specific elements and items that need to be addressed as the County moves forward with renovations, additions, demolition or new construction at the Courthouse complex and property.

HEALTH & LIFE SAFETY:

Health and Life safety concerns must be dealt with immediately. We believe that the health and safety of staff, visitors, and all occupants of the buildings are in potential danger if the County does not take action.

The health and life-safety issues include, but are not limited to:

- Health concerns arising from Asbestos, Mold and Lead-Based Paint present in the building
- Moisture Infiltration
- Fire alarm and fire-suppression system improvements
- Building and site egress improvements
- Security system conflicts with fire egress requirements
- Blocked and mislabeled means of egress
- Inadequate space to safely house current staff and storage needs

EXECUTIVE SUMMARY

Life-safety improvements must be made regardless of future renovation or maintenance plans. It should also be noted that any improvements to the existing buildings, large or small, must be carried out while the buildings are occupied, unless additional space can be found off site for temporary relocation of staff and operations.

BUILDING SUPPORT SYSTEMS:

Maintenance and expansion of building support systems are needed to accommodate current functions in the Courthouse. If additional programmed spaces are needed, building systems need to be sized appropriately.

The Building Support Systems issues include, but are not limited to:

- Mechanical (HVAC) System
- Electrical System
- Plumbing (including toilet rooms) System
- Data and IT System
- Security System
- Transportation System (Parking, Loading, etc.)
- Prevention of Moisture Infiltration (Site Drainage and Building Envelope)

IMMEDIATE MAINTENANCE NEEDS:

Immediate maintenance needs include Health and Life Safety improvements, as well as other repairs and renovations needed to provide for daily operations and Courthouse functions.

The immediate maintenance needs include, but are not limited to:

- See list under “Health and Life Safety”
- Prevention of further moisture infiltration through roofing, skylights, building envelope, site drainage, etc.
- Clean-up and renovations needed to remove damaged elements (drywall, insulation, ceiling tile, etc.) resulting from moisture infiltration or burst pipes.
- Repair and/or replace leaking pipes
- Repair and/or replace exterior sealant and stone building panels that could fall and injure people below
- Create clear code required egress paths in work areas, corridors, stairwell entrances and building exits.
- Repair and/or replace ADA accessible parking and sidewalks

Key repairs needed in the near term include, but are not limited to re-roofing, asphalt paving, re-grading problem site areas, replacement of panels and caulking of exterior walls, replacement of window glazing and doors, environmental remediation, accessibility improvements, life safety improvements and fire suppression system, as well as electrical, plumbing and mechanical upgrades.

EXECUTIVE SUMMARY

FUNCTIONAL DEFICIENCIES:

It is our understanding that the County is interested in the possibility of renovations to the building to improve functionality of current uses and perhaps to include additional courtroom uses. ERO Architects is currently helping the County with Facility Programming needs, requirements and functionality relationships and will address programming in a separate document. Our Assessment of the existing site and buildings includes the following concerns and recommendations about the functionality of the facilities:

- The **Annex Building** poses health concerns and ERO recommends that the functions currently housed in the building be relocated and that the Annex be demolished.
- The **Main Courthouse Building** is overcrowded and cannot support additional functions without major renovations and additions. In fact, it is our recommendation that the County re-evaluate existing functions housed in the building and relocate some functions to other locations as may be appropriate.
- The **Main Courthouse Building** is in need of major renovations to accommodate Code required improvements and possible added functional requirements, such as new courtrooms and support spaces.

To address the above functionality concerns, monies need to be spent in the following categories to improve existing facilities:

- Minimum Maintenance Improvements (minimum improvements can be thought of as those that will get you through the next 1-2 years)
- On-going Maintenance Improvements (improvements that can be made in phases to upgrade building support systems with approx. 5-10 year outlook)
- Major Maintenance Improvements (improvements that will extend the life of the building 20-30 years)
- Code Violation Upgrades and Additions
- Functionality Improvements and Additions
- Cosmetic improvements

Prior to significant monies being spent for improvements, it is ERO's recommendation that the County consider what **life expectancy** they desire to get from the existing facility. Is it 5 years, 10 years, 20-30 years, 50-60 years? It is possible to achieve long term function out of the existing facilities, but the existing building may not be able to house all of the County's **desired uses**. It is ERO's recommendation that the County also consider the **functional deficiencies** inherent to the existing main building even with future expansions or additions to it. For example, even if maintenance and life-safety improvements are completed in the existing building, the County would still have functional deficiencies that are very difficult to resolve, and satellite courtrooms would still be needed. Renovation and possible future expansion of the existing facilities are

EXECUTIVE SUMMARY

dependant on functional requirements of the Programming needs for each department or courtroom. If the County renovates the existing facility, certain functional deficiencies remain. These functional deficiencies are as follow:

DISTRICT CLERK	
File Storage	1. 40,000 square feet of storage is offsite 2. Inventory and archival nightmare 3. Many lost files 4. Requires drivers and vehicles for transportation of files 5. Lost time and effort in transporting files
Files Stored in the basement	1. Without an elevator, files must be carried up and down the stairs 2. Basement floods during high rain incidences damaging files and/or evidence 3. High risk for workers compensation claims
Private Offices/Spaces	1. Currently have only 4 private offices 2. Requirement for at least 12 private offices to house department heads and District Clerk's immediate sub-ordinate staff 3. Small offices currently house multiple directors 4. District Clerk's office doubles as a file storage space 5. Housing office functions in the IDF and telephone rooms 6. High risk for workers compensation claims

ero architects

EXECUTIVE SUMMARY

DISTRICT CLERK (continued)	
Staff Open Area Workspace	1. 1,500 sf should accommodate no more than 25 staff 2. Currently have over 55 staff in this area 3. Worker efficiency is greatly reduced 4. High risk for worker compensation claims 5. Current staff projections indicate another 35 staff within 10 years 6. No space available for growth 7. This space should be at least 5,600 square feet
Ancillary Facilities	1. Lack departmental staff restrooms 2. Lack adequate break room facilities 3. Lack conference area

COUNTY CLERK	
File Storage	1. Many files are stored off site 2. Currently making approximately 4 delivery trips per day 3. Requires drivers and vehicles for transportation of files
Private Offices/Spaces	1. Currently need 2 private offices 2. Future growth may require 2 more offices
Staff Open Area Workspace	1. No space is available for growth
Ancillary Facilities	1. Lack departmental restrooms

EXECUTIVE SUMMARY

COURTROOMS	
Courtrooms	1. Not all courtrooms will be housed in the building- access to District Clerk and County Clerk at issue 2. Lack public lobbies for staging public 3. Public utilizes hallway for staging, creating ingress and egress issues for public safety 4. Lack Attorney Consultation Rooms (2) 5. Lack Witness Rooms (2) 6. Lack Court Reporter Room 7. Lack Bailiff Office 8. Lack secured Prisoner access chase 9. Lack Prisoner Holding Cell 10. Lack Exhibit Storage Room 11. Lack General Storage 12. Lack sufficient Public Restrooms
Jury	1. Some courtrooms lack Jury Rooms 2. Lack separate Jury restrooms 3. Lack separate Jury access to courtroom
Judges' Chambers	1. Some lack private restrooms 2. Lack judge's storage 3. Lack judge's secretary 4. Lack judge's secretary storage 5. Lack office for judge's clerk

EXECUTIVE SUMMARY

Sheriff's Department	
Security	1. All courthouse functions should be subservient to security function 2. Should only be one secured public entrance 3. Lack space to add additional required metal detector and x-ray equipment 4. Prisoner transportation to courtrooms is not secured
General	1. Lack OIC office 2. Lack monitoring room 3. Lack locker room 4. Lack departmental restrooms 5. Lack break room

GENERAL BUILDING	
Restrooms	1. Existing restrooms are small for intensity of existing uses 2. Difficulty in adding restrooms to serve areas Programmed to have separate toilet facilities
Stairs/Elevators	1. Lack of accessibility to egress stairs for all occupants. Relocation of existing storage and workstations that inhibit egress must be factored into renovation plans. 2. Lack of adequate stairwell(s) to accommodate adequate egress 3. lack of adequate elevators for transporting prisoners
Corridors	1. Several corridors need to be reconfigured and cleared to meet widths required by code. This can be accomplished, but will necessitate some storage and workspaces be relocated.
Entrance / Lobby	1. Lack of space to accommodate security and open areas with seating 2. Lack of lobbies and seat areas provided for Courts

EXECUTIVE SUMMARY

Below is a summary of the site inspections performed by various consultants. This summary is intended as a broad overview of the reports submitted by the consultants; refer to each individual consultant's report for details, recommendations and further information.

General Conditions
The existing Courthouse site is approximately 4.74 acres located at 100 North Closner Blvd. Edinburg, Texas. The subject property consists of the Main building with two additions, one annex structure, sally port, landscaped areas and parking lots. The Courthouse was originally constructed in 1954 and subsequently remodeled with additions added in 1968 and 1978. The main Courthouse building contains approximately 93,088 square feet of floor area. The Annex is a single-story building containing approximately 8,000 square feet.

ERO Architects and our consultants conducted site visits and researched building, site and code issues. The City of Edinburg Building Code (2003 IBC) and Texas Accessibility Standards will apply to future renovations or additions to the complex.

Civil Engineering
Hinojosa Engineering, Inc. performed a field investigation to observe the drainage conditions and has produced a topographic survey. Site drainage is of concern for the existing buildings and for future expansion of the complex. Though positive drainage patterns were found throughout the site, several low areas need to be filled in and graded to allow drainage away from the buildings. Sidewalks and parking lots are also in need of repair. See Hinojosa's report in Tab 6 for a detailed discussion of site issues and survey information.

Mold Assessment
An assessment for mold was performed by Terracon of the walls, ceilings, floors and windows that were readily accessible during our site visits. Continuous moisture problems were seen and reported by staff and mold was found in the main building as well as the Annex. Visible mold growth was found on ceilings, behind artwork, in insulation, on mechanical piping, duct work, etc. Elevated mold concentrations in indoor environments occur when both moisture and food source are present. Indoor food sources for mold growth can include organic materials such as those resulting from flood or sewer back-up, or building materials containing cellulose such as carpet backing, drywall paper or ceiling panels. Moisture sources in buildings can occur as a result of leaks from water or sewer lines, moisture intrusion through roofs, windows, walls and foundations or as condensation in HVAC systems. For more detailed information, see Terracon's report in Tab 3.

We recommend that a special consultant be utilized at the time Hidalgo County moves forward with plans to renovate existing buildings, as part the Architectural and Engineering design team. Removal of associated building materials that are above the regulated quantities need to be accomplished by a trained and licensed mold contractor.

ero architects

EXECUTIVE SUMMARY

Areas of concern within the facility that fall below the regulated quantities by the State may be removed by a general contractor or maintenance personnel. However, we recommend that remediation be accomplished under the control of a trained and licensed mold contractor.

Asbestos

During our site visits, we noticed that asbestos-containing materials were found in the buildings and are typical of buildings of this age. These asbestos-containing materials (ACM's) include joint compound, flooring, floor mastics, drywall texture, ceiling tiles, roof mastic, pipe insulation, and possibly other items not accessible for easy viewing during our site visit. One-hundred eighty-three (183) samples were taken and evaluated. Eighteen (18) were found to contain asbestos. For more detailed information, see Terracon's report in Tab 4.

It is our recommendation that all ACM's be removed from the buildings. We recommend that a special consultant be utilized at the time Hidalgo County moves forward with plans to renovate existing buildings, as part the Architectural and Engineering design team. A licensed professional's work should include identification of asbestos-containing material square footages and a proposal for preparation of abatement specifications, contractor pre-bid meeting, abatement contractor selection, consultation with Texas Department of State Health Services, baseline air samples, air monitoring services, and generation of the final air monitoring reports. Notification of the presence of the materials should also be made to employees and visitors so that they do not inadvertently disturb the remaining asbestos-containing materials.

Lead Paint

During repair and/or renovation efforts, portions of the interior and exterior painted surfaces may require "significant abrasion" prior to modifying the building for reuse. With this in mind, forty-one (41) samples were taken and tested according to TELRR guidelines and the HUD standards for LBP, which is 0.5% by weight, or equivalent to 5,000 ppm. Twenty-eight (28) of these samples contain lead in concentrations below the detection limit fothe analysis performed and would be considered to present no hazard to the workforce. Eleven (11) samples analyzed contain lead in concentrations exceeding the detection limit byt less than 5,000 ppm for the analysis performed, and are therefore, considered a potential hazard by OSHA. Two (2) fo the paint samples were found to contain lead in concentrations greater than 5,000 ppm which would render the coatings s "Lead-Based Paint." For more detailed information, see Terracon's report in Tab 4.

We recommend that a special consultant be utilized at the time Hidalgo County moves forward with plans to renovate existing buildings, as part the Architectural and Engineering design team. Notification of the presence of lead paint should also be made to employees and visitors so that they do not inadvertently disturb the remaining lead-containing/lead-based paint materials.

ero architects

EXECUTIVE SUMMARY

Termites
Terminix conducted a visible and accessible walk-through inspection of both the interior and exterior of the facilities. The courthouse structures do not appear to have been treated around the full perimeter of the building. In order for the County to properly preserve and maintain the structures, it is our recommendation that an Exterior Perimeter Liquid Defend System using Termidor SC treatment be used, along with a termite baiting system. The combined price for treatment is $17,087.26, with an annual combined maintenance fee of $2350.00. For more detailed information, see Terminix's report in Tab 7.

Key Repair Costs
Key repair costs should be allocated to cover Maintenance Improvements, Code Violation Upgrades, Functionality Improvements and Cosmetic Improvements. A full breakdown of probable costs is provided in Tab 8 of this document. However, further investigation may uncover unknown items to be addressed.

Hidalgo County Courthouse Master Plan

A Scope Development for Judicial and Government Facilities in Edinburg, Texas

ero architects

300 S. 8th St. | McAllen, TX 78501 | eroarchitects.com
T 956 661 0400 | F 956 661 0401

https://sites.google.com/site/hcchmasterplan

© 2012 ERO Architects.