

**BOARD OF SUPERVISORS
BUSINESS MEETING
ACTION ITEM**

SUBJECT: Courts Complex Phase III Project Update – Phase IV Scope

ELECTION DISTRICT: Leesburg

CRITICAL ACTION DATE: At the pleasure of the Board

STAFF CONTACTS: Chris Glassmoyer, Transportation & Capital Infrastructure
Joe Kroboth, Transportation & Capital Infrastructure

PURPOSE: This item presents an update on the space programming for the Courts Phase III project and a request for Board of Supervisors' (Board) action regarding the Phase IV scope of work. Through the programming process, the 35,000 square feet previously planned for the future Phase IV has been re-evaluated and is currently projected to be approximately 7,000 square feet.

RECOMMENDATION: Staff recommends that the Board direct staff to proceed with the Phase III project and include the additional Phase IV 7,000 square feet, thus modifying the adopted project scope from 85,000 square feet to a maximum of 92,000 square feet.

BACKGROUND: Dewberry Architects, Inc. began the programming process for the Courts Phase III project in November 2013 to develop the space requirements for the new construction and subsequent renovations of the existing Courts Complex. This effort included analysis of caseload/workload and staffing projections covering the planning years of 2015 (Phase III project targets), 2020 and 2025 (Phase IV project targets).

Historically, the County projected a 35,000 square foot addition would be required to accommodate the Phase IV space requirements. With the completion of the programming process, the additional square footage required to accommodate the Phase IV space requirements has been re-evaluated and approximately 7,000 square feet is required. This Spring, the Dewberry team has confirmed the Phase IV space projections with the various Courts user agencies and has confirmed that an additional 7,000 square feet will, in fact, meet the space needs for 2025 and that the assumptions for growth of caseload/workload and staffing from the programming phase can be accommodated within the concept design plans under development for the new Courts building on the Church Street site.

ISSUES: The adopted scope of work for the Phase III project in the Capital Improvement Program (CIP) provides for new construction of 85,000 square feet for the General District Court in FY 2016. With the Phase IV space requirement of approximately 7,000 square feet beyond that approved for Phase III, an opportunity to expand the previously adopted scope and more efficiently construct the Phase IV expansion exists for consideration by the Board as part of the Phase III project. The benefits of constructing the Phase IV required space with the Phase III project include long-term construction cost savings, cost savings due to economies of scale, simplified phasing of construction, minimized impact to Courts operations including security and minimized impact to neighboring properties. The additional 7,000 square feet accommodates the expansion projected for 2025 for the General District Court, the General District Court Clerk, the Commonwealth Attorney's Office, Community Corrections, Adult Probation and Parole, Civil Process and Court Security.

Based on the verified Phase IV program, the land use approvals for Phase III will proceed as originally planned and will seek to obtain approval from the Town of Leesburg for the total maximum of 92,000 square feet. In order to finalize the design concept and submit the land use applications to the Town of Leesburg, the County must identify if the additional 7,000 square feet for Phase IV will be constructed with the Phase III project or at a future date as phasing information is required with the applications. The land use applications submitted to the Town of Leesburg must clearly state the square footage proposed for construction with the Phase III project and highlight any future square footage to be constructed at a future date. The submission of land use applications to the Town of Leesburg is currently planned for late Summer 2014 based on the project's design schedule thus requiring direction from the Board prior to submission.

FISCAL IMPACT: Construction funding for the Courts Phase III project is planned for FY 2016. The FY 2016 CIP includes \$54 million in lease revenue financing to construct 85,000 square feet of new General District Court and support space, and renovate 40,000 square feet of the current Courts facility. Preliminary construction and County soft costs for the additional 7,000 square feet are estimated at approximately \$3 million. Any additional costs to the project scope will be accommodated in the project budget for the Board of Supervisors' consideration during the FY 2016 Budget Work Sessions regarding the CIP. If the additional 7,000 square feet is deferred to Phase IV and constructed in 2025 based on the previous planning, the additional costs would escalate to approximately \$4.6 million. By considering this additional scope with the Phase III project, the County would save approximately \$1.6 million.

ALTERNATIVES: The Board may choose to direct staff to proceed with the Phase III project as planned and land use applications to the Town of Leesburg will indicate the 7,000 square feet for Phase IV as a future expansion.

DRAFT MOTIONS:

1. I move that the Board of Supervisors approve a modification to the adopted scope for the Courts Phase III project scope to add approximately 7,000 square feet to provide for the

Phase IV space requirements thus bringing the total project scope to be constructed with Phase III to a maximum of 92,000 square feet.

OR

2. I move that the Board of Supervisors direct staff to maintain the adopted scope of 85,000 square feet for the Courts Phase III project and proceed with the project as originally planned.

OR

3. I move an alternate motion.

ATTACHMENT:

1. FY 2015 Adopted Fiscal Plan – Courts Complex (Phase III)



Courts Complex (Phase III)

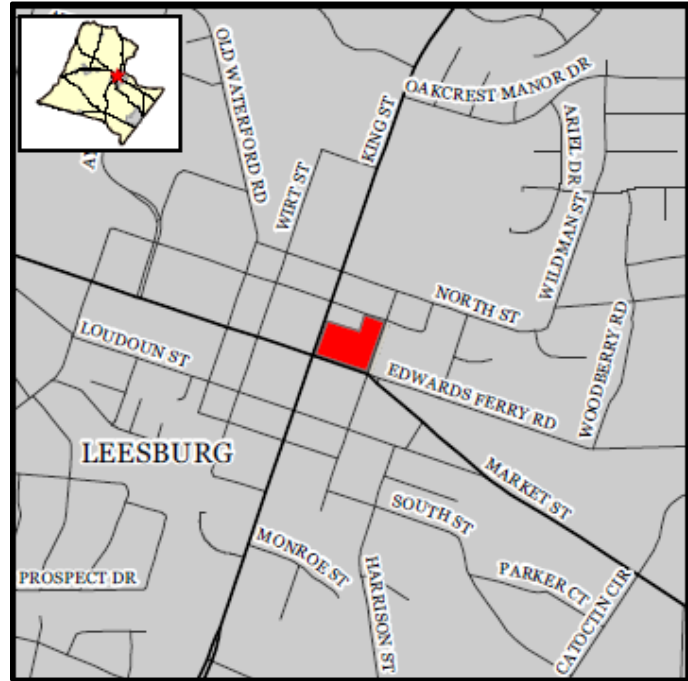
Project Description

This project provides funding to construct a new 85,000 square foot facility for the General District Court and court administrative support functions, a 625 space parking garage, and the renovation of approximately 40,000 square feet of the current Courts Complex facility in the Town of Leesburg.

Funding in FY 2015 would construct a 625 space parking garage on the site of the current Pennington Parking Lot adjacent to the Courts Complex. Funding in FY 2016 would construct the 85,000 square foot Phase III addition to the Court Complex, and renovate approximately 40,000 square feet of the Phase I and II Courts Complex.

The volume and pace of growth impacts judicial system demands for service (caseloads), judgeship requirements, staff needs, and ultimately, space requirements. A new General District Court building was recommended in a 1997 court study. Phases I and II of the Courts Complex expansion included the renovation of the old courts and administration buildings, and the construction of new court facilities from FY 1998 through FY 2004.

A Courts Facility Assessment and Expansion Plan was developed to define the scope of the Phase III Courts Complex expansion. The design phase began in FY 2014 and is scheduled over a two year period to coordinate land use, planning and transportation issues with the Town of Leesburg.



Funding Plan

This project is funded using lease revenue financing.

Capital (\$ in 1000s)	Prior							6 Year	Future	Project
	Alloc.	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total	FY's	Total
Professional Services	9,310	-	-	-	-	-	-	-	-	9,310
Construction	-	13,000	49,000	-	-	-	-	62,000	-	62,000
Furniture, Fixtures & Equip	-	-	5,000	-	-	-	-	5,000	-	5,000
Total Cost	9,310	13,000	54,000	-	-	-	-	67,000	-	76,310
Local Tax Funding	2,010	-	-	-	-	-	-	-	-	2,010
GO Bonds	-	-	-	-	-	-	-	-	-	-
Lease Revenue Financing	7,300	13,000	54,000	-	-	-	-	67,000	-	74,300
Proffers (Cash)	-	-	-	-	-	-	-	-	-	-
Local Gasoline Tax	-	-	-	-	-	-	-	-	-	-
Total Financing	9,310	13,000	54,000	-	-	-	-	67,000	-	76,310
Operating Impact (\$ in 1000s)		FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total		
FTE		-	-	-	-	-	-	-		
Personnel		-	-	-	-	-	-	-		
O&M		-	-	-	-	-	-	-		
Debt Service		75	1,179	4,240	5,126	6,413	7,011	24,044		
Total Impact		75	1,179	4,240	5,126	6,413	7,011	24,044		