



KITSAP COUNTY COURTHOUSE FINAL REPORT

EXECUTIVE SUMMARY

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Kitsap County Courthouse Feasibility and Space Needs Assessment

December 19, 2018

EXECUTIVE SUMMARY

Over the course of the past ten months, members of the Thomas Architecture Studios/HOK team have toured your existing facilities, reviewed previous studies and held stakeholder meetings. We have developed space programs for each department (**Section IV**) and produced a document that summarizes the needs for all departments included in this study along with an analysis of parking needs (**Section IV**). The totals from this program summary document provide the basis for development of concepts to house your facility needs.

After programming information was collected, thorough analysis of the planning influences unique to the City of Port Orchard were identified to customize the Courthouse Building design to the needs of Kitsap County. From this information, Courthouse plans, vertical sections, and stacking diagrams were developed (**Section V**).

The County departments that are included within this study can be readily identified by the departmental program summaries in **Section IV** of this report.

OPTIONS STUDIED

1. Single Phase Stack Building (**Section VIII**)
 - a. A new 7 story facility located to the west of the Jail Building on the existing Campus with demolition of the existing Courthouse.
2. Two Phase Courthouse and Support (**Section VIII**)
 - a. A two-phase facility starting with a four-story courtroom building to the west of the existing Jail Building on the Campus followed by a three-story support building in the place of the existing courthouse facility.
3. Two Phase Stepped Building with Public Lobby (**Section VIII**)
 - a. A new two-phase facility starting with a stepped courthouse building with two stories at the north and four at the south followed by a two-story support building in the place of the existing courthouse facility.
4. Two Phase Stack Building (**Section VIII**)
 - a. A new two-phase facility starting with a six-story courthouse building with collegial chambers set back from the street followed by a two-story support building in place of the existing courthouse facility.

Each of the above options contains the following information:

- Site Plan
- Floor Plans
- Stacking Diagrams
- Building Section
- Building Elevation
- Aerial View of the Building Massing
- Construction Cost Estimate
- Total Project Cost Summary
- Advantages & Disadvantages

PROGRAMMING SUPPORT

A significant amount of material is provided in **Section IV** of the report that details the methodology used in collecting the programming information, the statistics used in projecting future growth, the existing facility floor plans that were the basis for current program information and detailed programming for each department within the study. This was organized to show an overall summary as well as detailed breakdowns for each department. The courtroom summary highlights the County's current deficiency in number of courts and shows the need to grow from the 14 current courtrooms to a total of 20 courtrooms by the year 2045. The floorplans of the existing campus are an accurate reflection of the courthouse as it stands to date, and provides a detailed outline of the extent of each department throughout the facility.

CONSULTANT REPORTS

Many Thomas Architecture Studios/HOK team members (Civil, Structural, Mechanical, Plumbing, and Electrical Engineers) provided analysis of both existing facilities and provided input on each of the options proposed within the study (**Section VII**). A separate market value report was generated for a list of 20 non-county owned properties directly adjacent to the existing county campus. Detailed information on each parcel and estimated market value is on file with the County Administrator and is not included here-in for confidentiality purposes.

COST ESTIMATES

In **Section IX and Section X** of the report, a significant amount of cost detail is included for conceptual costs of each of the 4 options studied. Along with the construction cost estimate and total project cost summary, we provided supporting documentation to further explain furnishings and City of Port Orchard Fees.

OPTION 5

After completion of our total project cost estimates in June of 2018, the County asked the TAS/HOK team to study a 5th option. The directive for this option was to reflect a more modest budget that the commissioners and county staff believed was closer to what the County could afford to take on with internal funding and not be required to send the project out for voter approval. A cap of \$54 million was given to the TAS/HOK team. From July through December of 2018, in close coordination with County Commissioners, County Administrator, and County staff the TAS/HOK team generated Option 5 - a phased solution whereby Phase 1 can be completed within the County's \$54 million budget through adaptive reuse of the existing courthouse. Phase 1 would also provide the framework for a 3-4 phase project that will ultimately accommodate all courthouse needs for the next 30 years or more

5. Four Phase Stack and Adaptive Reuse (**Section XI**)

a. A new four-phase facility starting with a four-story courthouse building with connections to existing courthouse building followed by an Adaptive reuse and remodel of portions of the existing courthouse.

RECOMMENDATION & NEXT STEPS

PREFERRED OPTION

- Based on the information contained in Sections I through XI of this report, discussion with the commissioners, County administrator, and staff it is our recommendation that the County consider Option 5 as the Preferred Option, worthy of further detailed analysis.
- Further investigate specific parcels of property that would support the Preferred Option.
- Identify a third-party real estate specialist to represent the County's interests and begin discussions with property owners to see if desired parcels for the Preferred Option can be assembled and at what cost. Try to obtain options to purchase the necessary parcels early in the process.
- Enter into discussions with City of Port Orchard Officials regarding zoning and building height restrictions and drafting up language to assist in the amendment of the criteria.

GO / NO-GO DECISION

- Commissioners make a go/no-go decision on purchasing property.
- Commissioners enter into contract with a design team to represent the County's interests in further developing the detailed project program and Schematic Design.
- Begin work toward phase '0' tasks Parking Solutions.
- Master Plan & Schematic Design for all Phases.
- Development Agreement with Port Orchard based on the Master Plan.
- When construction is complete, the County begins leasing the facility for approximately 30 years.
- At the end of the lease, the County takes ownership of the facilities.

In conclusion, we would like to thank all who participated in the production of this report and all those who have a vested interest in the results and recommendations of this report. We commend the County for their foresight in planning for facility improvements that will provide the citizens of Kitsap County with a long-term solution to housing court and other county administrative functions in an efficient and cost-effective manner.

Respectfully,



Thomas Architecture Studios
Ron S. Thomas, AIA
President



Hellmuth, Obata & Kassabaum
Bob Schwartz, FAIA
Group VP | Sr. Justice Planner

PROPOSED PROJECT SCHEDULE

TASKS	YEAR	2019												2020													
	MONTH	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
1. Option 5 Go/No Go Decision																											
Close out 2018 Study (Final Report Binder)																											
Adoption of Resolution in support of Option 5?																											
Contract Review with Prosecutor																											
Modification to Current TAS Contract & NTP																											
2. Phase 0 - Parking Solution																											
Contract for Real Estate Representation																											
Property Offers, Negotiation, & Relocation																											
Preparation of Land Use Approval Documents																											
Contract & Permitting Documents																											
Bidding & Contracts for Construction																											
Construction of Phase 0 Parking Solution																											
3. Detailed Programming																											
Detailed Programming needs for All Departments																											
Room Diagrams																											
Phase 1 (all spaces in new & existing buildings)																											
Phases 2 - 4 (all spaces)																											
Detailed Space Relationship Diagrams																											
4. Schematic Design - Phase 1																											
Site Plan																											
Floor Plans for new South Wing (all floors)																											
Floor Plans for existing Courthouse																											
Elevations (Exterior & Select Interior)																											
Building Sections																											
Wall Sections (Select)																											
Structural, MEP, Civil, Landscape																											
Basis of Design (Materials, Finishes & Systems)																											
BIM - Exterior & Interior 3D Modeling)																											
Cost Estimate																											
5. Schematic Design - Phases 2 - 4																											
Site & Floor Plans																											
Elevations (Exterior & Select Interior)																											
Building & Wall Sections																											
BIM - Exterior 3D Modeling																											
Cost Estimate																											
6. Master Plan																											
Full Site Survey, Geotech, Environ., Traffic																											
Long Range Site Plan (for entire "Super Block")																											
Incorporate needs of all Departments (Jail, etc.)																											
Civil Engineering & Landscaping																											
Phasing Plan (Scope & Schedule)																											
Include all Phases over the next 20 - 30 Years																											
7. Development Agreement with City of Port Orchard																											
Graphics from above are basis of Agreement																											
Legal Support (in-house or consultant)																											
Negotiation with City on Long Range Planning																											
Final Agreement (applies for 20 years)																											
8. Design Development & Contract Documents - Phase 1																											
DD & CD Phases																											
Cost Estimates																											
Permitting & Bidding																											
Start of Phase 1 Construction																											



TURN OFF PHONES,
CELL PHONES AND
ELECTRONIC DEVICES
WHILE IN COURT



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INTRODUCTION

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Kitsap County Courthouse Feasibility and Space Needs Assessment

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We would like to begin by thanking Kitsap County elected officials, department leadership, and county staff for your active participation in this study. Over the past ten months, a significant amount of interaction has occurred between the county stakeholders and the Thomas Architecture Studios/HOK team. Your investment in addressing both the current and future needs in providing services to the citizens of Kitsap County gives this report a solid foundation upon which County Commissioners can base decisions on steps needed to address much needed improvements to future Kitsap County facilities.

The Thomas Architecture Studios/HOK team has been tasked with providing the County with a long-term solution to replace their existing aging courthouse with a new or renovated facility designed to housing court and other county administrative functions in an efficient and cost-effective manner. The study consists of several tasks:

1. Analysis of existing conditions
2. Documentation of current and future space needs
3. The development and comparison of alternative concepts that include: renovation and additions, adaptive reuse of existing buildings and new construction
4. Construction cost estimates
5. Total Project cost Estimates

PROJECT GOALS

The study will provide Kitsap County with four different design options and cost estimates for a new/ remodeled, or adapted facility to house the courthouse and administrative functions. Ultimately a 5th option was also generated.

PROJECT APPROACH

The TAS/HOK team worked closely with the County Administrator as well as each department to formulate an accurate program that reflects the current and projected needs of the courthouse, and ultimately deliver 4 viable options, and one budget driven option for consideration. Overall project approach also included:

- Staffing & Space Needs Assessment
- Parking Needs Assessment
- Explore Site Options
- Concept Drawings for Site Alternatives
- Construction Phasing Alternatives
- Preliminary Cost Estimates
- Alternatives: Advantages & Disadvantages
- Alternatives: Concept Comparison
- Select Preferred Alternative

SCOPE & SCHEDULE FOR NEXT STEPS (DESIGN & CONSTRUCTION)

Moving forward the Thomas Architecture Studios/HOK team has outlined 8 key steps starting at deciding on an option up to start of construction. By taking advantage of early decision making the County can avoid higher escalation costs, and address some of the established deficiencies at the current Courthouse Facility. This roughly two year process would also need to be paired with continued coordination with the City regarding regulations and height limitations, as well as entering into purchase agreements for potential nearby parcels.

ACKNOWLEDGMENTS

The Thomas Architecture Studios/HOK team would like to directly thank the following individuals listed and the many additional staff and team members unlisted that also contributed to this report:

KITSAP COUNTY

BOARD OF COMMISSIONERS

Robert Gelder, Commissioner
Ed Wolfe, Commissioner
Charlotte Garrido, Commissioner

COUNTY ADMINISTRATOR

Karen Goon, County Administrator
Angie Silva, Senior Policy Analyst
Lee Reyes, Dept. of Administrative Services

CLERK

Alison Sonntag, Clerk
Rebecca Wildes, Chief Deputy Clerk
Sharon Gibson, Finance & Administrative Services Supervisor

DISTRICT COURT

Jeffery J Jahns, Judge
Marilyn Paja, Judge
Claire A. Bradley, Judge
Kevin P. Kelly, Judge
Clint Casebolt, District Court Administrator

FACILITIES

Jeff Vrabel, Director
Robin Kruezfeldt, Maintenance Supervisor
Dylan Diehl, Maintenance
Vicki Johnson, Facilities Maintenance Administration Specialist

INFORMATION SERVICES

Craig Adams, Director
George Geyer, Telecommunications Engineer
Paul Andrews, Data Analyst

OFFICE OF PUBLIC DEFENSE

Kevin M. Anderson, Chief Public Defender
Steven M. Lewis, Supervising Public Defender
Susan Taylor, Office Manager

PROSECUTING ATTORNEY

Tina R. Robinson, Prosecutor
Chad Enright, Felony & Juvenile Division Chief (Prosecutor Elect)
Ione S. George, Chief General Counsel
Jacquelyn M. Aufderheide, Civil Division Chief
Holly Banks, Family Support Division Chief
Carol Maves, Prosecutors Office Administrator

SHERIFF

Gary Simpson, Sheriff
John Gese, Undersheriff
Lt. Jeff Menge, Support Services Administrative Lieutenant
Sgt. Will Sapp, Support Services Administrative Sergeant
Steve Duckworth, Patrol Division Chief
Dave White, Chief of Detectives

SUPERIOR COURT

Jeanette Dalton, Judge
Michelle Adams, Judge
Melissa A. Hemstreet, Judge
William C. Houser, Judge
Jeffery P. Bassett, Judge
Kevin D. Hull, Judge
Jennifer A. Forbes, Judge
Sally F. Olsen, Judge
Leila Mills, Judge (Retired)
Frank A. Miaocco Jr., Director of Administration

CITY OF PORT ORCHARD

GOVERNMENT

Nick Bond, Development Director
Mark Dorsey, Director of Public Works / City Engineer
Brad Wiggins, Deputy Fire Marshal (South Kitsap Fire & Rescue)
Ellen Fergusson, Permit Center Manager
Jenine Floyd, CMC Deputy Clerk
John Robinson, Planning-Building Department, Building Inspector

CITY COUNCIL

Mayor Putaansuu
Scott Diener
Shawn Cucciardi
John Clauson
Bek Ashby
Fred Chang
Cindy Lucarelli
Jay Rosapepe

THOMAS ARCHITECTURE STUDIOS / HOK TEAM

THOMAS ARCHITECTURE STUDIOS

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Amos Callender, Project Support Lead
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Sokha Meas Colbo, Office Administrator

HOK

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Steven Schneider, Design Professional
Fatemeh Shirpour, Design Professional

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PCS STRUCTURAL SOLUTIONS

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HULTZ BHU ENGINEERS

Rick Hultz, P.E.

BILL ACKER CONSULTING

Bill Acker

RESOURCE CONSULTANTS

REMAX PROFESSIONALS: APPRAISER

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