



Capital Improvements Committee
Resolution #14-162
21.3

**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

**Authorizing the County Executive to Execute a Contract with Wight &
Company for the Programming of the Judicial Complex**

WHEREAS, Will County desires to contract for the Programming and Conceptual Design for the future Will County Courthouse, and

WHEREAS, the County Executive's Office has completed a successful negotiation process with Wight & Company for Programming and Conceptual Design of the Will County Courthouse based upon the attached June 11, 2014 proposal.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board concurs with the recommendation of the Will County Executive's Office and Will County Capital Improvement Committee and hereby authorizes the County Executive to execute a professional services contract with the firm of Wight & Company to complete the Programming and Conceptual Design of the Will County Courthouse based upon the attached June 11, 2014 proposal.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 19th day of June, 2014.

Vote: Yes 24 No 1 Pass _____ (SEAL)


Nancy Schultz Voots
Will County Clerk

Approved this 24th day of June, 2014.


Lawrence M. Walsh
Will County Executive

Wight

June 11, 2014

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***WILL COUNTY JUDICIAL COMPLEX
 PROGRAMMING & CONCEPT DESIGN
 PROFESSIONAL SERVICES PROPOSAL***

Dear Mr. Palmer:

Wight & Company (Wight) is pleased to submit this proposal to Will County (County) for the Programming and Conceptual Design of the Will County Courthouse. We have prepared our proposal in the following four parts:

- ***PROJECT UNDERSTANDING***
- ***SCOPE OF SERVICES***
- ***SCHEDULE***
- ***COMPENSATION***

PROJECT UNDERSTANDING

We understand that Will County would like to take the first step toward implementation of the courthouse portion of the master plan by proceeding with programming and conceptual design of the courts and associated agency offices. The specific judicial departments to be included in the process are as follows:

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|---|------------------------|
| • Circuit Court / Judges & Associated Support | • Court Administration |
| • Circuit Court Clerk | • Jury Commission |
| • Law Library / Self-Help Legal Center | • Probation |
| • State's Attorney | • Public Defender |
| • Sheriff's Court Related Departments | • Court Reporters |

Primary goals of this project are as follows:

- Define the budget for project execution
- Define the courthouse of the future for Will County
- Determine the long-term phasing for implementation
- Confirm the role and timing of satellite courts
- Finalize the decision on the main courthouse location
- Confirm that the initial program can be executed within the allowable budget
- Have a final deliverable that can proceed directly into final design and construction

Attachment: 14-0611_Will County_Courts Prog Concept Design_Proposal [Revision 1] (14-162 : Courthouse Programming)

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SCOPE OF SERVICES

Wight & Company along with our partners from HOK and CGL (the Wight Team) will perform comprehensive programming and conceptual design services for the new Will County Courthouse as outlined in the tasks defined below. Throughout the entire programming and concept design process, conclusions reached and concepts developed will be presented to a Judicial User Committee and the Leadership Committee for review and approval.

Task 1: Projections Update and Validation

Task 1.1: Reach agreement on population growth model

The approved 2040 CMAP population projection will be reviewed with the Leadership Committee and collectively we will evaluate if there should be any interim adjustments made to the projections to reflect the population growth trending slightly lower over the last couple years. Ultimately, the population has a significant impact on the projected workload, caseload and associated staffing for the County in the future. This agreement on the population projections will serve as the foundation for updating the County Staffing and Space Needs.

Task 1.2: Update staffing projections and incorporate recent changes

Utilizing the previously completed staffing projection models from 2010, we will gather the last 4-years of staffing data from each judicial department and update the projections for future staffing through 2040. These projections will then be reviewed with each department for the approval of the projection model.

Task 1.3: Define approach to satellite courts (extent, timing & location)

The master plan called for the integration of permanent Satellite Courts in the northern and eastern portion of the County as a component to addressing the long-term Judicial needs. In order to effectively plan for a primary new courthouse, agreement needs to be reached on the viability and anticipated timing of executing permanent satellite courts in the system. We propose to review this with the Leadership Committee and establish targeted implementation timeframes which will aid in defining the architectural program (see task 4) for the primary courthouse.

Task 1.4: Develop preliminary project budget and mid-term target for growth needs to be met

We will work with the Leadership Committee to provide guidance in setting a projected budget for this project. With that we can set realistic targets for what range of needs (planning horizon) can be met within the available project budget. This information will also be useful in guiding future decisions on the extent of new space that can be constructed versus renovation of existing assets.

Task 1.5: Determine criteria for greenfield site evaluation

The assessment of the positives and negative of developing the judicial expansion in downtown Joliet versus on a greenfield site will include an evaluation of the impact on space needs, project costs and operating costs. We are proposing that an appropriate comparative analysis be conducted at key stages in the programming and design process as further outlined in tasks 2.5, 3.5 and 6.5. Our understanding is that the analysis will not be based on a specific site but rather on a "generic" non-specific site.

At the outset of the project, we will need to decide with the Leadership Committee, the baseline parameters of how the cost comparison will be conducted to address such unknowns as site acquisition costs, potential utility infrastructure costs and other site development costs to

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accommodate the potential development. Additionally, decisions will have to be made as to the long-term use of this potential greenfield site including such options as future consolidation at the site of other county functions either within the judicial realm or in County government.

Task 2: Visioning Future Operations

Task 2.1: Define interagency operations

Operations drive the planning of court facilities, so a number of assumptions related to operations must be established early in the process as they will impact space needs and ultimately building configuration. We will lead discussions with the County and Court representatives to:

- Understand the nuances of the court operations.
- Review operational/process flows to capture efficiencies.
- Introduce emerging trends, industry standards and innovative approaches.
- Establish key operational assumptions for the facility's "functional areas" or departments.
- Discuss spaces required to meet security and operational objectives.

Where appropriate, we will meet with multidisciplinary groups rather than holding individual stakeholder interviews, so that operational scenarios can be explored together with an eye toward optimizing resource utilization – space, equipment and staff. A narrative description will be generated for each major functional area identified, including usage and operational requirements as they relate to facility space and layout needs as part of Task 4.1.

Task 2.2: Define operating best practices

This project affords an ideal opportunity to shape and envision a new court model absent the constraints of the old and outdated court system. This process will be informed by research, industry best practices, and emerging trends in courts.

We will introduce, via a Trends Workshop, a number of emerging trends in courts planning and design and develop a comprehensive presentation of ideas for consideration. Areas to be explored will include topics such as:

- Collegial chambers for judicial officers.
- Additional space for mediation, arbitration, and less formal hearings.
- Variation and sizes of litigation spaces.
- Privacy and public access to court records.
- Flexible infrastructure system that adapts to the evolving technology and program use.
- Electronically diverse courtroom wells.
- Paperless courts.
- Jury Assembly process.

The trends will be discussed and reviewed with the County and Court to determine which are most applicable for incorporating into the functional space program.

Task 2.3: Develop operations cost model tied to future staffing

For each functional area, the general operating conditions and associated staffing will be described. We will review current operational staffing costs based on data provided by the County and Court for salary, benefits, and overhead by staff position. These factors will serve

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