



Legislation Text

File #: 23-0453, **Version:** 1

Department: Justices of the Peace
Department Head: Judge Louie Ditta

Regular or Supplemental RCA: Regular RCA

Type of Request: Investment Memo

Investment Memo Type: Final Investment Memo

Project Name: JP 8-2 Remodeling and Security Update

Project ID (if applicable): MF0ZM

Vendor Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Achievement (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Managing Entity: Engineering

Incremental Authorization Requested: \$75,000

Total Estimated Project Cost: \$75,000

Request Summary:

Request by Justice of the Peace, Precinct 8, Place 2 for approval of the Final Investment Memo for the 2nd floor public lobby component of the JP 8-2 **Remodeling and Security Update (carryforward)** project for a total of \$75,000.

Project Description:

Harris County Justice of the Peace Precinct 8, Place 2 (JP 8-2, annex #10) is located at 16603 Buccaneer Ln, Houston TX 77062. This project is made up of two components: renovation of the 2nd floor lobby and countywide JP security updates to the courtroom and teller area. This investment memo requests authorization of the 2nd floor lobby component of this project. Commissioners Court approved the project's only other component, ballistic material and security upgrade, on 12/13/2022.

On May 11, 2021, Commissioners Court approved budget recommendations for rollover requests. Among the requests approved by Court were countywide security and ballistic renovations to all Justice of the Peace locations and an additional request for up to \$100,000 for JP 8-2 to remodel its second floor lobby. The current request is to renovate the public lobby in Annex 10. Annex 10's public lobby is located on the second floor, it is frequently occupied by county residents, businesses, and jurors who are summoned for jury duty. The current lobby space is insufficient to accommodate the number of visitors that JP 8-2 experiences daily. The project will include expanding the public lobby

to safely and comfortably accommodate the citizens of Harris County while waiting.

Project Scope:

The JP 8-2 second floor remodeling aims to reduce its office space in order to expand the court's lobby by approximately 532 square feet to accommodate its jurors. The reduction of the office clerk space will not affect the operation of employees and will allow JP 8-2 to utilize the space more efficiently.

The project will also include installing benches so visitors have a place to sit while waiting, and other miscellaneous renovation work to accommodate for the expansion including - Flooring, painting, electrical work.

The project will be managed by the Engineering Department and will take place in a manner to use County funds most efficiently and minimize disruption to JP 8-2's operations.

Justification:

The goal of the project is to provide a secure, healthy, and welcoming environment for citizens visiting the court.

The JP 8-2 facility is open to the public and the main duties performed at this location is civil and criminal court trials and case processing. The current layout does not have adequate lobby space to accommodate those individuals summoned to the court. The court summons up to 400 jurors for Jury Trial and has an average of 250 defendants scheduled for weekly court appearances. The lack of seating space causes visitors to have to stand side by side and crammed in the hallway while waiting. Expanding the court's lobby space will provide a more comfortable waiting area.

Alternatives and Engagement:

If we do not proceed with this project, we will continue to promote an unhealthy and unsafe environment for the citizens utilizing our court.

Anticipated Project Expenditures and Timeline:

Scope of Work	Estimated Cost	Estimated Completion
Millwork	\$12,000.00	8 Weeks From Start Date - Est. June 2023
Finishes	\$55,000.00	8 Weeks From Start Date - Est. June 2023
Electrical	\$8,000.00	8 Weeks From Start Date - Est. June 2023
Total	75,000.00	

Alignment with Goal(s):

- X Justice and Safety
- _ Economic Opportunity
- _ Housing

☐ Public Health
☐ Transportation
☐ Flooding
☐ Environment
☒ Governance and Customer Service

Previous Court Action:

Date	Agenda Item #	Action Taken
5/11/2021	124	Approval of departmental rollover requests
12/13/2022	82	Approval of a Final Investment Memo for the Annex Facilities Security Upgrades Countywide project (continuous) for an additional incremental authorization of \$4,172,000 for a total FY23 authorization of \$5,910,000.

Address: 16603 Buccaneer Lane, Houston, Texas 77062

Precinct(s): Precinct 2

Fiscal and Personnel Summary

Service Name			
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$	\$	\$
Additional Budget Requested			
Commercial Paper	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-

Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: 1/31/2022

Anticipated Implementation Date (if different from Court date):

Department Approval by: Tracey Rushing, Chief Clerk, Harris County JP 8-2, 1/18/2023

OMB CIP Team Approval by: Amiel Chen, CIP Manager, OMB, 1/9/2023

Commercial Paper Request *(For OMB use only):*

Receiving Department: Choose an item.

Project PeopleSoft ID: N/A

CP Series Description: N/A

HB 1869 compliance confirmed by: N/A

OMB Financial Management contact: N/A