

**DISTRICT ATTORNEY OFFICE REMODEL / UPDATES - FACILITIES**

A. **Proposed 2021 Bonding:** \$190,000

B. **Project Costs and Sources of Funds:**

<b>PROJECT COSTS:</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
Planning & design	\$ 12,960	\$ -	\$ -	\$ -	\$ -	\$ 12,960
Land purchase	-	-	-	-	-	-
Construction	177,040	-	-	-	-	177,040
Equipment	-	-	-	-	-	-
Other (Demolition)	-	-	-	-	-	-
<b>Total costs</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190,000</b>
<b>PROJECT FUNDS:</b>						
G.O.Bonds or notes	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ 190,000
Outside funding grant	-	-	-	-	-	-
Tax levy	-	-	-	-	-	-
Previous bonding	-	-	-	-	-	-
Undesignated General Fund	-	-	-	-	-	-
<b>Total funds</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190,000</b>

C. **Description and Justification:**

**Project Description:** The space the District Attorney's (DA) Office occupies is in significant need of an update and refresh. The reception area (2nd floor) in the DA's office is not set up to be a reception area. The receptionist's back is to the incoming public and most of the space is rendered useless by the current setup. A complete tear out of all existing counter/cabinets is needed to create useable space. Once the space is cleared, walls will be added to create a scanning area, a conference room and a storage area. Throughout the second floor and the third floor there will be new paint on the walls and door jams. New carpet will be installed. With respect to the windows, the remaining blinds within the windows will be removed, as some are missing and many are broken. The blinds could then be added to the inside frame as a separate piece from the windows. On the third floor, a conference room will be built in the open space. On both floors, the office entrance doors will be updated with card readers similar to those used in other areas of the County.

The District Attorney's Office moved into spaces occupied by other various entities in 2011. While the space was not intended to be a singular office or a district attorney's office, adjustments were made to work within the space. As the office needs have changed with changes in victims' rights needs, prosecutorial needs and with the transition from paper to paperless files, it has become necessary to make some changes to maximize the usefulness of the space.

**Relationship to other projects and plans:** At this time no other projects or plans are in place.

**Justification and alternatives considered:** Due to a 20% staff increase of Assistant District Attorneys and a potential addition to victim witness staff, needs have changed in the DA's office. The space will not continue to work with future employee additions. The reception area has never been user friendly.