



DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON DC 20310-0600

DAIM-ZA

17 JUL 2009

MEMORANDUM FOR

Commander, US Army Corps of Engineers (CECG), 441 G St NW,
Washington, DC 20314
Installation Management Command (IMCOM), 2511 Jefferson-Davis Highway,
Arlington, VA 22202

SUBJECT: Army Standard for the Revised Judicial Center with Courtroom (JC)

1. The enclosed Army Standard for Judicial Center with Courtroom (JC) supersedes the Army Standard dated 12 March 2008 and is hereby approved for implementation. The standards apply to all Army Components. Only the Assistant Chief of Staff for Installation Management has authority to approve exceptions to this standard. Waivers from the Army Standard must be approved in accordance with AR 420-1.
2. These standards are mandatory for Military Construction, Army (MCA) projects in FY12 and beyond. Designs based on these Army Standards, Standard Design, and Standard Criteria will be developed consistent with MILCON Transformation methodologies.
3. The co-chairs for Facilities Design Team (FDT) for the JC are COL Charles Pedo, OTJAG (DAJG-CL), charles.pedo@hqda.army.mil, 703-588-6746, and Mr. Claude Matsui, OACSIM (DAIM-ODO), claudio.matsui@hqda.army.mil, 703-602-0287.
4. The USACE Center of Standardization POC is Mr. Ronnie Pride, USACE Center for Standardization (CELRL-ED), ronnie.b.pride@usace.army.mil, 502-315-6295.

A handwritten signature in black ink, appearing to read "Robert Wilson".

ROBERT WILSON
Lieutenant General, GS
Assistant Chief of Staff
for Installation Management

Enclosure
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Army Standard for Judicial Centers with Courtroom

30 June 2009

Description: Judicial Centers to include Courtrooms and courtroom support spaces that provide a centralized installation facility for the Army to administer military justice and Magistrate proceedings.

Applicability:

- The Courtroom Army Standard applies to the planning, design, and construction of all Judicial Centers to include Courtrooms and courtroom support spaces that support the court-martial convening authority in courts-martial proceedings.
- The Army Standard applies to Army facilities worldwide.
- Deviation from Non-Waiverable (NW) mandatory requirements identified in this Army Standard are based on AR 27-1 (Legal Services) outside the purview of the Army Facilities Standardization Program requiring pre-coordination and approval by the Office of the Staff Judge Advocate, HQDA.
- All USACE geographic districts shall incorporate the mandatory design criteria described herein in close coordination with the USACE designated Center of Standardization (COS) for Judicial Centers.
- All Judicial Center or Courtroom projects must be reviewed by the COS to ensure conformance with the Army Standard.

Waivers:

- Only the Assistant Chief of Staff for Installation Management has authority to approve exceptions to the Army Standard.
- Waivers from Army Standards must be requested in accordance with the AR 420-1 and the Army Facilities Standardization Program Charter, latest edition.
- All waiver requests to this Army Standard require COS conflict resolution prior to submission by the Garrison Commander.
- Garrison Army Standard waiver request submissions must be received in sufficient time to allow the Facility Design Team to complete review and development of recommendations or courses of action for the Army Facilities Standardization Committee to consider prior to implementation into project design.
- All Headquarters, Department of the Army (HQDA) approved waivers shall be documented in installation master plans thereby serving as the installations modified standards for the facility type affected.
- Late submissions and/or project delays are NOT sufficient stand alone justification for accelerated review or other dispensation to meeting the Army Standard contained herein.

The Guidance Section found herein after provides instructions and definitions necessary for the application of the mandatory requirements contained in the tabular section of the Army

The Army Standard for Judicial Centers with Courtrooms

Standard. As such, they are used in conjunction with the Army Standard in order to ensure the intent and embed minimum features and functions that form a critical part of this standard.

THE ARMY STANDARD

ITEM	MANDATORY REQUIREMENTS
Planning & Design	<ol style="list-style-type: none"> 1. (Non Waiverable – NW) Co-location of a Judicial Center with functions and operations other than those of the Staff Judge Advocate (in accordance with AR 27-1, Legal Services) is prohibited. 2. (NW) Renovated facilities shall meet functional requirements for the Courtroom, Deliberation Room and Judges Chambers including all technology and access control point requirements contained herein.
Center Judicial Minimum Footprint	Judicial Centers will include the Judge’s Chamber, Court Reporters Office, Courtroom, and supporting spaces as indicated below. Total functional space provided for Judicial Centers will be NMT 13,500 GSF.
Judge’s Chamber	<p>Provide three (3) Judge’s chambers, NMT 300 NSF each with private consultation space for NLT 3 and NMT 6 seated persons. One of the Judge’s Chambers may be used for magistrate functions. Judge’s Chamber will have:</p> <ul style="list-style-type: none"> – Direct access to and from the judge’s bench in the courtroom without passing through the gallery or any public passageway or public space – Direct exit to the outside of the building separate from public access and egress routes – Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (see Acoustic Attenuation below) – All doors including the door and frame interface will employ gaskets – Provide a dedicated bathroom/shower for judges and court reporters.
Court Reporter Office	<p>Provide two (2) Court Reporter offices, NMT 160 NSF each. Court Reporter Office shall be placed to control access to the Judge’s Chamber. The clerk’s office will have:</p> <ul style="list-style-type: none"> – Two (2) separate entrances: one from corridor, and one directly into Judge’s chambers. – A small kitchenette with space for a sink, under counter refrigerator, and microwave for all three Judges. – Provide a printer/copy area co-located with the kitchenette.
Courtrooms	The Courtroom consists of a Judge’s Bench, Court Reporter Box, Witness Stand, Members Box, Well Area, Prosecution and Defense Counsel Tables and a Gallery Area. The gallery area will be separated from other areas by a continuous railing and handicap accessible gate. The Courtroom shall be NMT 2,800 NSF

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	<p>Courtrooms shall have:</p> <ul style="list-style-type: none"> – A ceiling height NLT 16 and NMT 20 feet high. Acoustic properties of ceilings and walls must be designed to minimize sound reverberation – Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (see Acoustic Attenuation below) – Raised floors throughout the Well Area. – Columns within the Well Area are strictly prohibited – Glazed openings into the courtroom are prohibited unless the openings are from a clerestory window and must be of translucent blast resistant glazing. – Exterior windows in the courtroom are strictly prohibited
<p>Mandatory Courtroom Elements</p>	<p>All Courtrooms will contain the following critical elements:</p> <ul style="list-style-type: none"> – The Judge’s Bench, Recorder/Reporter’s Box, Member’s Box, Witness Stand, and Well Area with permanently mounted fixtures with dedicated power, audio, and video outlets. – The Judge’s Bench as the focal point of the courtroom with a clear line-of-sight (complete and unobstructed view) of the court reporter, witnesses, panel members, counsel and accused tables when seated on the bench – A Court Reporter’s Box will be immediately adjacent to the judge’s bench and provided an unobstructed line-of-sight to the judge, counsel, witness, and accused courtroom elements. – A Members’ Box with space for seating 12 people on two (tiered) rows with all seats having a clear line-of-sight to the Witness, Judge, Counsel, and Accused Courtroom elements. – The Witness Stand must be fully visible from the Judge’s Bench, Member’s Box, Counsel Tables, and the Reporter’s Box, located adjacent to the Judge’s Bench and the Member’s Box, and enclosed with a railing system. – Two Counsel Tables, one for Prosecution and one for Defense will be provided inside the well area. – Space will be provided for a mobile Lectern in the well area that provides clear line-of-sight to the Judge’s Bench, Member’s Box, Witness Stand and Reporter’s Box. – Projection Screens and whiteboard will be located on a wall with clear line of sight for Judge, witness box, reporter box, member’s box and counsel tables. – The Gallery will provide seating for NLT 25 and NMT 50 visitors.
<p>Deliberation Room</p>	<ul style="list-style-type: none"> – Provide a Deliberation Room NMT 500 NSF with a conference table and chairs for at NMT 14 persons. – Provide direct access or a dedicated circulation path to the Deliberation Room for the Panel Members that avoids contact with judge, counsel and general public. – Provide a separate Break Area with controlled access from other areas with space provided for base and wall cabinets, built-in sink, and under counter refrigerator.

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<p>Prosecution Witness Room/ Waiting Area</p>	<p>Provide a separated Prosecution Witness Room/Waiting Area NTE 150 NSF adjacent to Prosecution Counsel Offices.</p> <ul style="list-style-type: none"> – Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (see Acoustic Attenuation below) – Sound gaskets for all doors, frames and thresholds.
<p>Defense Witness Room</p>	<p>Provide a separate Defense Witness Room NMT 140 NSF.</p> <ul style="list-style-type: none"> – Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (see Acoustic Attenuation below) <p>Sound gaskets for all doors, frames and thresholds.</p>
<p>Remote Defense Witness Room/ Waiting Area</p>	<p>Provide a separated Defense Witness Room/Waiting Area NTE150 NSF adjacent to Defense Counsel Offices.</p> <p>Witness Room will include:</p> <ul style="list-style-type: none"> – A CCTV system with wall mounted camera and a dedicated monitor connected to the evidence presentation system. – Locate chairs in full view of camera. – Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (see Acoustic Attenuation below) – Sound gaskets for all doors, frames and thresholds.
<p>Magistrate Services Work Area</p>	<p>Provide a Magistrate Services Work Area NMT 200 NSF with service counter or window.</p>
<p>Holding / Lawyer-Client Office</p>	<p>Provide a Holding/Lawyer-Client Office of NMT 150 NSF located away from public spaces and adjacent to an exterior covered drop-off and service drive</p>
<p>Consolidated Multipurpose Room</p>	<p>A consolidated Multipurpose Room serving as a consolidated training, press release, and conference room of NMT 140 NSF will be provided.</p>
<p>Private Offices and Work Areas</p>	<p>Private offices are provided for:</p> <ul style="list-style-type: none"> – Court Reporter Office will be NMT 120 NSF – Trial Counsel Office/Remote Witness Room will be NMT 150 NSF – Prosecution Counsel Office “A” will be NMT 220 NSF – Prosecution Counsel Office “B” will be NMT 150 NSF – Defense Counsel Office will be NMT 150 NSF – Paralegal Work Area will be NMT 190 NSF
<p>Access Control</p>	<p>The center shall have three separate and distinct exterior access and egress zones.</p> <ul style="list-style-type: none"> – Zone 1: Public spaces and associated circulation paths shall be separated from the rest of the building by doors and access controllable hardware. – Zone 2: Counsel Offices and associated circulation paths shall be separated from Public spaces and Judge’s Suite by doors and access controllable hardware. – Zone 3: Judge’s Suite and associated circulation paths shall be separated from Public spaces and Counsel Offices.

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Lobby Area	A lobby will be provided to serve simultaneously as a screening and holding area. The Lobby area will have visual control of all spaces. Lobby shall have the capability to control access through electronic or mechanical means (e.g., metal detectors or x-ray machines).
Security Screening	With-in the lobby area, locate a Security Screening function to control general public access, NMT 150 NSF. Screening shall be accomplished by metal detectors and/or x-ray machines.
Break Area	A Break Area will be provided NMT 200 NSF
File Storage Area	A consolidated Files Storage Area not to exceed (NTE) 108 NSF will be provided.
General Purpose (GP) Storage Room	A consolidated GP Storage Room NTE 96 NSF that can be secured with general purpose locking devices will be provided.
Printer/Copier Station	Printer/Copier Stations will not exceed 96 NSF for: <ul style="list-style-type: none"> – One (1) Printer/Copier Station for each separated defense and prosecution witness area.
Audio/Visual A/V) Control Room	An Audio/Visual A/V) Control Room will be provided at NMT 120 NSF adjacent to the Courtroom.
Communications	Provide a Communications Room for the voice and data network, NMT 120 NSF. <ul style="list-style-type: none"> – Communications infrastructure will meet the USAISEC Technical Guide for Installation Information Infrastructure Architecture (I3A) and ANSI/TIA/EIA 568 and 569 requirements. – The facility must connect to the Installation Communications (voice and data) system through the outside plant (OSP) underground infrastructure per I3A guidance. Connections to the OSP cabling system shall be from each facility main cross connect located in the main telecommunications room or telecommunications equipment room to the closest OSP access point. – Communications outlets will be provided IAW the Technical Guide for Installation Information Infrastructure Architecture (I3A Guide). Communications outlets will be provided per the I3A technical guide based on functional purpose of the various spaces with the facility as modified by user special operational requirements. – Court Recorder’s Box shall be provided with two - dual voice/data communication outlets within immediate reach of the bench. – Provide two - dual voice/data communication outlets to desirable wall locations for the Judges Chamber’s Room.
Latrines/Restrooms	<ul style="list-style-type: none"> – All restrooms will be ADA compliant. – Provide separate male and female toilet rooms for the public zone. – Separate facilities for the judge and courtroom staff.
Acoustic Attenuation	Walls and Ceilings for confidential spaces (courtrooms, deliberation rooms, attorney offices, and judge’s chamber) must meet or exceed a STC of 52 dB.
Lighting	Use of magnetic ballasts is strictly prohibited.
HVAC	Air return using ceiling plenum with within the courtroom or courtroom support spaces is strictly prohibited. Ducted supply and return air is required.

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POV Parking	<p>POV parking shall be allocated on the following basis:</p> <ul style="list-style-type: none"> – Provide NLT 32 parking spaces for general public and panel members – Provide one covered parking space attached to the building and adjacent to the Holding/Lawyer-Client Office – NMT 10 parking spaces shall be in close proximity to the private entrance for the Judge.
Energy and Sustainability	Facilities shall be designed to meet energy and sustainable design requirements as established by Federal Law and Army policy.
Accessibility	The Americans with Disabilities Act Accessibility Guidelines (ADAAG) will be met.

GUIDANCE

General. The following guidance for application of the Judicial Center Army Standard is provided for design agent use in coordination with the Garrison DPW or equivalent (or IMCOM Regional Office for Army units on non-Army installations). All design agents shall incorporate the key mandatory design features described herein in close coordination with the USACE designated Center of Standardization (COS) for Judicial Centers. All Judicial Center projects must be reviewed by the COS. This section of the Army Standard is a necessary component for implementation of this standard. The COS, in coordination with the Judicial Center Design Team (JC FDT), is the final arbitrator for any conflicts or inconsistencies in the application of these standards as well as a mandatory reviewer prior to submission of any formal waiver requests by the installation. Citing project execution delays is insufficient justification for expedited review or other accelerated dispensation for deviating from meeting the Army Standards contained herein. Late submissions must be substantiated by unforeseen and documented life safety, health and welfare, or compelling mission imperatives that cannot be met without an approved waiver.

Design Philosophy.

1. Maintaining good order and discipline in the Army may, on occasion, require judicial proceedings. In order to ensure fair and just adjudication and administering of punishment, an efficient and highly functional facility is required. Up to date well planned Courtrooms are vital in this process and the need for consistency in the definition and allocation of functional space to properly conduct judicial proceedings is required.
2. Courtrooms and courtroom support spaces, court administration offices, and special ancillary functions are required to adequately support the hearing and delivery of judicial proceedings such as: Article 32 Hearings, General Courts-Martial, Special Courts-Martial, and Summary Courts-Martial and Magistrate proceedings.
3. Consideration of electronic data and communications technology applications to maintain efficient and effective conduct of proceedings are mandatory features that minimize cost of judicial activities. As such, the Judicial Facility standard fully adopts the OACSIM objectives for adaptive, multipurpose design philosophy to reduce the inefficient disruption to schedules and productivity caused by inefficient layout and inconsistent design quality of required facilities. Space reconfiguration and flexibility to adjust functional requirements encouraged within the framework of the Army Standards cited above.
4. Specific MILCON Transformation Design Consideration:
 - Make maximum use of natural light so that facilities remain usable during periods of lost utility support
 - Economy of construction is a design prerequisite
 - Facilities must be durable to withstand the rigors of multiple users
 - Pre-fabricated construction components and/or modular construction is encouraged as long as facility durability and functional requirements are satisfied

Application Guidance.

1. Planning and Design. Army Judicial Centers provide a single, consolidated Judicial and Magistrate facility which complies with the pre-requisites and protocols for legal services in the Army. This facility must maintain a specified level of personal and professional objectivity, confidentiality and security to maintain the legal foundation of law in the United States of “privileged information”. As such, some of the requirements contained within this Army Standard are listed as non-waiverable (NW) under the Army Facilities Standardization Program. Any deviation from these requirements must be pre-coordinated and approved by the Office of the Staff Judge Advocate (OSJA) prior to development and submission of waiver requests. These deviations must be submitted through the operational chain of command to HQDA. When a building is to be renovated, they must meet the functional requirements contained in this Army Standard (AS). As a minimum, renovations shall not be approved unless all functional requirements for the Courtroom, Deliberation Room, and Judges Chambers are met. This includes all technology requirements and access control point requirements.
2. Judicial Center. The Judicial Center is comprised of three functional areas; the Judge’s Chambers, Courtroom and Staff areas, and public areas.

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3. Judges Chambers. Judge's Chamber and support facilities including separate administrative staff office spaces are required adjacent to and separate from the courtroom. Courtroom access adjacent to the judge's bench is required.
4. Courtroom and Staff. The courtroom shall be the focal point of the Judicial Center (JC) Facility. All functional areas should evolve around the courtroom. The Courtroom must be configured as a single unobstructed and open space, enabling presentation of evidence by defense and prosecution counsel while allowing evidence to be heard by judge, accused, court reporter, panel members and the general public. The Courtroom shall be provided with permanent elements and features associated with judicial activities. Separated ancillary spaces for defense and prosecution/trial counsel and panel deliberation are required. Court administrative staff functions shall be integrated into the courtroom, including electronic audio/video recording and telecommunication. A public visitor gallery is required.
5. Public Access. General public access must be provided for Judicial Centers (JC). A security screening area must be located at the main entrance to control access into the building. A lobby area should be provided for public waiting/seating and serve as circulation to the courtroom, gallery and other spaces.
6. Courtroom. The Courtroom is the focal point of the Judicial Center. All supporting spaces are based on the Courtroom. All elements required for stationing of the Courtroom participants (except the lectern and counsel tables) must be permanently mounted fixtures with fully wired outlets for power, audio, and video. The courtroom must have three different access and egress routes: private route for the Judge and court members secured with cipher locks; semi-private route for the council, witnesses, and accused; and public route for the spectators. At a minimum, the Courtroom shall have:
 - Columns within the well area are strictly prohibited
 - Columns within the courtroom area are to be avoided
 - Ceiling height shall be no less than (NLT) 10 feet high and NMT 15 feet.
 - Acoustic ceiling tile must be used to avoid sound reverberation
 - Raised Floors are required throughout the courtroom Well
 - Interior glazed openings in passageways or office spaces are strictly prohibited
 - Exterior windows in the courtroom are strictly prohibited
6. Judge's Chamber. The Judge's Chamber must provide sufficient space for private consultation for at least 3-6 other seated persons. Three separate Judge's Chambers shall be provided with one serving the Magistrate or visiting Judge. It will possess the following characteristics:
 - Direct exit to the outside of the building separate from public access and egress routes
 - Flooring must be fully carpeted
 - Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces but NLT STC = 52 dB)
 - All doors fully gasketed at the door and frame interface
 - The use of a ceiling grid vent leading to an open plenum for return air is not permitted
 - Provide two - dual voice/data communication outlets to desirable wall locations one with DSN capabilities
 - Provided with a separate dedicated bathroom or office suite shared with court reporters
 - Provide built-in bookcase or bookshelf

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- A silent duress alarm button, wired to the post Provost Marshall's Desk Sergeant, within immediate reach when seated and mounted on the desk

7. Judge's Bench. As the Courtroom is the focal point and primary purpose of the Judicial Center, the Judge's Bench is the hub for the Courtroom and is permanently constructed integral to the woodwork and trim within the Courtroom. It shall be raised above the finished floor elevation no less than 12", or above the highest raised platform within the Courtroom by 6". The Judge must have a complete and unobstructed view of all elements (court reporter, witnesses, panel members, counsel and accused) within the Courtroom when seated on the bench. The bench will be adjacent to the Court Reporter's Box with the ability to pass papers and other objects to the reporter either over the rail or through a pass-through box opening. Flag etiquette and Army Jag Seal should be incorporated into the Courtroom design so the flags do not appear to be an afterthought. Typically each Courtroom has a departmental as well as US flag. These flags must flank the Judge and be located behind the Judge's Bench. At a minimum, the bench will be provided with the following characteristics:

- Possess a flat writing surface at not less than 24 inches deep and not less than 60 inches wide or totaling no less than 1,440 square inches of writing surface
- A drawer below the writing surface
- A top rail of no less than 4 inches surrounding the entire perimeter of the bench as measured from the top of the writing surface
- Direct access to and from the Judge's Bench in the Courtroom without passing through the Gallery or any public passageway or public space should be provided through the Court Reporter Box
- A silent duress alarm button, wired to the post Provost Marshall's Desk Sergeant, within immediate reach when seated and mounted on the underside of the writing surface
- A minimum of two data outlets shall be provided
- Two electrical duplex outlets (4 outlets total) within immediate reach of the bench

8. Court Reporter's Box. The reporter's box will be immediately adjacent to the judge's bench with an unobstructed view of the judge, counsel, witness, and accused. An ability to pass material back and forth to the judge without difficulty shall be incorporated into designs. At a minimum, the box will have the following characteristics:

- Elevated no more than 6 to 7 inches above the finished floor and equal to the witness stand
- Flat writing surface no less than 24 inches deep and 48 inches wide
- Top rail no less than 4 inches surrounding the entire perimeter of the reporter's box as measured from the writing surface
- The Court Reporter Box shall include controls for all courtroom lighting, audio and visual technologies
- A minimum of two data outlets shall be provided
- ADA/ABA accessible from Well Area
- Three electrical duplex outlets (6 outlets total) within immediate reach of the recorder

9. Members' Box. Members' box must be constructed to comfortably fit a maximum of 12 people in a tier-format, splitting the available seats into two rows. Rear tier will be raised between 6 to 7 inches beyond the finished floor of the 1st tier. The members box will possess the following characteristics:

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- Provide unobstructed views of the witness, judge, counsel, and accused [LRL words to describe proximity and orientation with regards to counsel table occupants]
- Writing surface no less than 18 inches deep
- Four (4) inch minimum top rail surrounding the entire perimeter of the members' box as measured from the writing surface
- Plugs, connections, and outlets must be permanently mounted within the rail. Floor mounted outlet and plug boxes are strictly prohibited
- Provide power outlet for each member below the writing surface
- Provide separate entrance into courtroom/member's box within close proximity to Deliberation room so that member's do not interact with the public
- Provide NLT one space for wheel chair

10. Witness Stand. The witness stand must be fully visible from the Judge's Bench, Members' Box, Counsel Tables, and the Court Reporter's Box and will possess the following characteristics:

- Writing surface no less than 18 inches deep and no less than 36 inches wide
- Elevated no more than 6 inches to 7 inches above the finished floor and equal to the reporter's box
- Top rail no less than 4 inches surrounding the entire perimeter of the reporter's box as measured from the writing surface
- A railing system shall in enclose this area and should match that in gallery area
- Plugs, connections, and outlets must be permanently mounted within the rail. Floor mounted outlet and plug boxes are strictly prohibited
- ADA/ABA compliant

11. Counsel Tables. Two tables must be provided for the defense counsel and prosecution counsel must not be fixed to the floor. The tables must possess the following characteristics:

- Placed a minimum of 8 feet from the gallery rail and from each other and 6 feet from the member's box
- No less than 96 inches long and 36 inches deep
- Provided with floor mounted utility boxes for power, data, and audio/video connections
- Provided with a single drawer mounted on the underside of the writing surface

12. Lectern. The lectern will possess the following characteristics:

- No more than 40 inches tall and 30 inches wide
- A top that is angled sufficiently to hold papers, books, etc. but not angled to a degree that a laptop computer cannot easily remain in position
- Locking wheels so that the lectern may be moved or relocated

13. Well Area. The Well Area is defined as the space between the Judge's Bench and the Gallery. This space will incorporate a raised floor system to be used for power, data and communication distribution. Utilize recessed boxes to prevent cord trip hazard. The Well Area must possess the following characteristics:

- Space separating the front of the Judge's Bench and the front of the counsel tables must be a least 15 feet[LRL words to describe proximity and orientation with regards to counsel table occupants]

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- ADA compliant with the ramp on gallery side of the rail
- White Board, Projection screen and video technology shall be provided

14. Railing. A railing must be provided separating the Gallery from the Well Area. A handicap accessible gate (centered to the courtroom) must be provided allowing access from Gallery to Well Area. Gate will have a positive latch operable from the Well side. Railings will be:

- Between 32 inches and 38 inches high and constructed of rails, stiles, posts, panels, pickets, or other such pieces so as to provide an unobstructed view

15. Gallery. Seating space for at least 25-50 visitors will be provided. Public entry into the gallery must be from one central point provided with double doors. Door mechanisms must be silent so as not to disrupt courtroom proceedings. Flooring must be fully carpeted.

16. Court Reporter Offices. Provide two (2) offices for the Court Reporters. Offices must be arranged to control access from a corridor to Judge's Chambers. Each office shall have one workstation and room for two visitor side chairs. Incorporate a small kitchenette/printer/copy area (to include a sink, under counter refrigerator, microwave) to be shared by judges and reporters in a suite configuration. A minimum of two data outlets shall be provided.

17. Paralegal Work Area. An Open Office Work Area equipped with two standard General Purpose Workstations (4 feet x 8 feet + intra-office circulation = 96 NSF each) will be provided immediately adjacent to the Prosecution Counsel Office. The Paralegal Work Area also provides space for legal references or documents used to cite case law or precedence not available in electronic format. A minimum of 4 data outlets shall be provided.

18. Prosecution Counsel Office. Two separate Open Office Work Areas are provided in two sizes. Counsel Office "A" provides three (3) GP Workstations while Counsel Office "B" provides two (2) GP Workstations. A minimum of one data outlet per workstation shall be provided.

19. Lobby. A Lobby shall serve as the main entrance and public gathering point and should be large enough to hold visitors for large trials. The Lobby must be located on the secure side of the security screening station while providing visual control and direct access to the courtroom, security screening area, public restrooms, break room, conference room (or magistrate office) and counsel office areas. With-in the lobby area, locate a Security Screening function to control general public access and incorporates features which permit screening of spectators visually and/or with metal detectors. This may include the use of magnetometers and x-ray machines. Doorways and adjacent space must be capable of accommodating these devices and providing a clean flow of courtroom participants in the sanitized area if the need arises.

20. Remote Defense Witness Rooms/Waiting Areas. Two separate rooms must be provided, each with a total area of no less than 150 NSF. The two rooms shall be physically separated in the building by defense and prosecution witnesses. Witness waiting areas shall be near the courtroom. If possible, provide a separate door to the courtroom near the witness box. The prosecution and defense witness rooms/waiting areas will possess the following characteristics:

- Walls and ceilings must meet or exceed a STC of 52 dBA
- Flooring must be fully carpeted
- No interior or exterior windows
- No readily relocatable seating

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21. Defense Witness Room. The Defense Witness Room serves as the primary holding area for witnesses supporting the defense. This area provides seating for 6-7 persons awaiting call to the Courtroom.

22. Deliberation Room. The deliberation room must fit a conference table and chairs for at least 14 persons. A direct route to the member's box in the courtroom. Passage through the Gallery or Public areas is prohibited. Provide a direct exit to the exterior of the building separate from public access and egress routes. The room must possess the following characteristics:

- Flooring must be fully carpeted
- Walls and ceilings must possess greater than average sound transmission loss qualities suitable for confidential spaces (no less than a STC = 52 dB)
- Vents, grills, or door lights (clear or opaque) within the door are prohibited
- All doors fully gasketed at the door and frame interface
- The use of a ceiling grid vent leading to an open plenum for return air is not permitted
- Provided with a unisex bathroom facility
- Provided with a counter, shelf, sink, and cupboard arrangement for microwave and coffee machine installation
- One full service telephone with DSN capabilities
- Provided with Coat hooks
- Provide a dry erase board 4 feet x 8 feet.

23. Audio/Video Room. A dedicated audio/video room is required directly adjacent to the courtroom and accessible from the outside of the courtroom so as not to disturb courtroom proceedings. The estimated power load is 1,482 KVA and a heating load of 5264 SBTU/hr. The Audio/Video room should have an independent temperature control or thermostatically controlled exhaust fan. Provide cooling for current equipment array and allow for expansion of cooling required to double the designed load/capacity. Courtroom controls for AV systems shall be provided at the Court Reporter Box.

24. Acoustic Attenuation. Penetrations for outlet boxes, wiring, light fixtures, etc. must be fully sealed with either a gasket or with acoustic caulk. Perimeters of walls must be sealed to eliminate sound travel around walls. A continuous gasket must be provided around the doorjamb in conjunction with a sealable threshold in confidential rooms. Noise and sound reduction material must be used in all supply and return ductwork and doorways in the courtroom, deliberation room and judge's chamber. Interior courtroom finishes must be sound absorbing and minimize sound reverberation time

25. Lighting. Use of magnetic ballasts is strictly prohibited. Courtroom lighting controls must be placed beyond the gallery area near the court reporter box. Courtroom must have controllable dimmer switches.

26. Heating, Ventilation, Air Conditioning. Temperature control in the courtroom must be independent of the building's heating or cooling. Controls for HVAC system must be placed near the Court Reporters Box. Recovery response time for temperature control must be independent and immediate within the courtroom space. Air return using ceiling plenum with within the courtroom or courtroom support spaces is strictly prohibited. Ducted supply and return air is required.

27. Interior Color and Finishes for Courtrooms and Support Spaces: Colors, materials, and textures are equally important in conveying the proper dignity and importance of the courtroom environment.

a. Millwork & Wood Trim. The use of finished wood features and applied trim in the courtroom is highly encouraged. Acoustical properties and appearance offer uniquely appropriate visual appearance to this facility type. In general millwork and general wood trim will be custom-made to fit the individual courtroom and installed in accordance with Division 6 of the Unified Facilities Guide Specifications. Wood trim must be stained and sealed to closely match that of the wood courtroom elements.

b. Carpeting. All courtroom and courtroom support spaces must use carpeted flooring in order to reduce noise and sound reverberation. Carpets must be provided with a carpet padding in confidential rooms requiring a TL of 52 dBA or greater. The placing of new carpet over existing carpet is not to be permitted regardless of proposed system for installation. When carpet tiles are used with raised floors, seams must align with panel joints to permit access to the sub-floor area.

Reference Criteria: The designs should use latest editions of the following design criteria:

- American with Disabilities Act Accessibility Guidelines (ADAAG)
- Uniform Federal Accessibility Standards (UFAS) Federal Standard 795
- Energy Policy Act 2005 (EPACT05)
- Executive Order 132423 (E.O. 13423), “Strengthening Federal Environmental, Energy and Transportation Management”
- Energy Independence and Security Act of 2007 (EISA 07).
- IBC – International Building Code
- AR 405-70, Utilization of Real Property
- AR 420-1, Army Facilities Management
- DA PAM 415-28, Facility Guide To Army Real Property Category Codes
- UFC 3-600-01, Design: Fire Protection Engineering for Facilities
- UFC 4-010-01, DoD Minimum Antiterrorism Standards for Buildings
- UFC 4-023-03, Security Engineering: Design to Resist Progressive Collapse
- ETL 1110-3-491, Sustainable Design for Military Facilities
- USAISEC Technical Guide for Installation Information Infrastructure Architecture (I3A)
- ANSI/TIA/EIA-568-B Commercial Building Telecommunications Cabling Standard
- ANSI/TIA/EIA-569-B Commercial Building Standard for Telecommunications Pathways and Spaces
- I3A Guide and ANSI/EIA/TIA-569-B