

EXHIBIT A

Supplemental Budget Request

Status: Pending

Administrative Services

Facilities Management

Suppl ID # 3281	Fund	Cost Center	Originator: Rob Ney	
	Year 1	2021	Add'l FTE <input type="checkbox"/>	Priority 1

Name of Request: Central Plaza Tenant Improvements

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$55,396
	6630	Professional Services	\$50,000
	7190	Other Miscellaneous	\$4,000
	7350	Buildings & Structures	\$290,604
	8301	Operating Transfer In	(\$400,000)
	Request Total		\$0

1a. Description of request:

The Public Defender's Office is seeking approval to increase their office space by adding offices on the second floor. This will address their need for more offices where client attorney meetings can take place in privacy. This will also help to accommodate the need to house temporary staff being hired to address the significant backlog in this department. Rental space will be required to accommodate staff during construction - Refer to ASR 3312

1b. Primary customers:

Indigent defendants in the Whatcom County Superior and District Courts and respondents in the Whatcom County Juvenile Court and Involuntary Treatment Act Proceedings will benefit from this additional office space. Providing space for new Public Defenders Office staff will have a positive impact on the courts and P.A.'s office as well because more cases will be processed.

2. Problem to be solved:

The Public Defenders Office is in need of more offices that offer privacy for client/attorney interviews. The Public Defenders Office will also be adding temporary staff to address the significant backlog of cases. Creating new office space will serve to meet current and growing needs of this department.

3a. Options / Advantages:

The County is looking into leasing office space for the new temporary staff. However, leased office space has been difficult to find. Remote work opportunities are also being considered but does not address the need for client/attorney privacy for current staffing. The addition of five new offices will help to accommodate existing and growing space needs.

3b. Cost savings:

n/a

4a. Outcomes:

The second floor of the Central Plaza will be captured to add new offices for the Public Defender's Office. This will allow us to provide adequate working space for existing staff and help to accommodate the temporary employees being hired to address and process the significant backlog of cases caused by the pandemic.

4b. Measures:

Office space will be created and utilized by staff.

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5a. Other Departments/Agencies:

Public Defender will be impacted by the construction and may need to lease additional space or new staff members

5b. Name the person in charge of implementation and what they are responsible for:

Rob Ney & Starck Follis

6. Funding Source:

REET I