

# Jamestown City Court Capital Plan Amendment

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## **Section II – Facility Description**

The Jamestown City Court is located at 200 East Third Street, Jamestown, NY 14701, on the second floor of the City Hall building. This municipal structure was constructed in 1971, consists of five stories and a basement, and is owned by the City of Jamestown. The Unified Court System (UCS) leases the second floor for court operations, while other floors house multiple City departments, including:

- Police
- Fire Department
- City Clerk
- Comptroller
- Assessor
- Department of Development
- Corporation Counsel
- Mayor’s Office

The building also provides space for County Mental Health services and NYS Workers’ Compensation offices.

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### **Court Space Allocation**

The City Court occupies 9,561 square feet on the second floor, which includes:

- **Courtrooms**
  - Courtroom 1: 1,530 SF
  - Courtroom 2: 2,470 SF
- **Judges’ Chambers**
  - Chambers: 425.5 SF, 166.5 SF, 270 SF (Total: 862 SF)
- **Clerical and Administrative Spaces**
  - Chief Clerk: 162 SF
  - Deputy Clerk: 81 SF
  - Court Clerk Area: 1,518 SF

- Drug Court Clerk: 90 SF
  - **Conference Rooms**
    - 3 total: 99 SF, 162 SF, 360 SF (Total: 621 SF)
  - **Security and Holding Areas**
    - Men's Holding Cell: 117 SF
    - Women's Holding Cell: 90 SF
    - Court Security: 120 SF, 90 SF (Total: 210 SF)
    - Jury Room: 210 SF
  - **Public Spaces**
    - Waiting Areas: 162 SF, 187 SF (Total: 349 SF)
  - **Other Functional Areas**
    - Court Reporter: 32 SF
    - Kitchen: 81 SF
    - Private Restrooms: 128 SF, 128 SF, 49 SF
    - Vaults: 144 SF, 600 SF (Total: 744 SF)
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## Facility Conditions

The building's infrastructure has required major intervention:

- **Roof:** The original roof was far beyond its useful life and had experienced widespread leaking. A full replacement began in 2024 and is expected to conclude in 2025.
- **Façade:** Structural movement in precast concrete panels at the upper levels was observed. Reinforcement of panel connections is included in the current capital work.
- **Windows:** Despite a partial replacement of 24 units in 2014 (costing ~\$250,000), many original windows continue to fail—allowing moisture between panes and reducing energy efficiency. Full replacement remains unfunded.
- **Tracy Plaza:** The elevated plaza—partially renovated in 2017—still includes aging sections with degraded waterproofing, directly affecting building performance.

Minor safety issues raised in the Unified Court System’s February 2025 letter (e.g., loose stair treads and missing handrails) have already been resolved by City maintenance crews.

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### **Accessibility (ADA Compliance)**

The City of Jamestown has completed multiple projects over the years to maintain compliance with the Americans with Disabilities Act (ADA), including upgrades to elevators, restrooms, and entry points.

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### **Operational Concerns**

The City defers to the Unified Court System regarding detailed assessments of space functionality, operational workflow, and security deficiencies. However, the City acknowledges that physical facility limitations and infrastructure deficiencies impact long-term court operations, staff productivity, and user access.

## **Section III – Type of Project and Stated Need**

### III. Type of Project and Stated Need

#### A. Type of Project

This Capital Plan Amendment for the City of Jamestown proposes a series of building rehabilitation and infrastructure improvement projects that support the long-term functionality and safety of the Jamestown City Court, located on the second floor of City Hall at 200 East Third Street. The projects include:

1. Roof and Façade Rehabilitation (under construction): Full replacement of the aging roof and reinforcement of façade panels to address structural concerns and eliminate chronic water infiltration.
2. Window Replacement Project (unfunded): Either a partial or full replacement of deteriorating original windows, depending on funding availability. This will significantly improve environmental comfort, visibility, and energy efficiency in court spaces.
3. Tracy Plaza Reconstruction (unfunded): Restoration of the remaining half of the elevated civic plaza deck, located above the building’s police, fire, and parking infrastructure, which currently exhibits extensive deterioration and affects both building performance and public access.

Together, these efforts fall under the category of renovation and building system upgrades, with elements of phased capital renewal and public safety infrastructure modernization.

#### B. Stated Need

The need for these projects stems from serious building system deficiencies identified through internal assessments and highlighted in a February 28, 2025, letter from the New York State Unified Court System. Specific concerns include:

- Water infiltration and roof leaks, threatening the integrity of the court-occupied second floor.
- Failing window systems that have fogged, cracked, or lost insulation, degrading the indoor environment.
- Structural and surface deterioration of Tracy Plaza, which poses hazards to public users and contributes to long-term damage to the facilities beneath.

While the City of Jamestown has made targeted investments (e.g., roof replacement underway, window replacement in 2014), the cumulative needs now require a broader, coordinated capital response to protect and maintain court facilities for continued use.

The City continues to pursue design refinement, construction readiness, and competitive funding opportunities to implement these needed improvements.

## Section IV

### Roof and Façade Rehabilitation

#### IV. Project Details – Roof and Façade Rehabilitation

##### A. Project Overview

This project involves the full replacement of the roof and structural reinforcement of the exterior façade of Jamestown City Hall, located at 200 East Third Street. The building houses the Jamestown City Court on the second floor, occupying approximately 9,561 square feet, and is owned by the City of Jamestown. The Unified Court System leases the second floor for its court operations.

The roof, installed in 1971, had exceeded its useful life and exhibited persistent leaking that compromised the integrity of the building envelope and affected the court-occupied space below. Simultaneously, precast concrete façade panels at the upper levels of the building showed signs of movement. These panels are being structurally reinforced as part of the same project to eliminate future safety hazards and extend the building's service life.

While this work addresses issues across the entire structure, it is critical to protecting and preserving court operations on the second floor, preventing further water infiltration and ensuring structural stability.

##### B. Procurement Plan

###### Method of Delivery:

- The project is being delivered through a public bid contract, procured in accordance with municipal procurement procedures.

###### Procurement Management:

- The City of Jamestown Department of Public Works is managing project execution.
- Engineering design and construction documents were prepared by GPI (Greenman-Pedersen, Inc.), the consulting engineer of record retained by the City in 2023.

###### Consultants Involved:

- GPI is responsible for the full scope of structural engineering, roof system design, and façade connection detailing.

###### Procurement Timeline:

- Design and bid documents completed: Fall 2023
- Contract awarded: Summer 2024
- Construction began: Fall 2024

- Anticipated completion: Fall 2025

#### Public Meetings / Approvals:

- The project was reviewed and approved by the Jamestown City Council and is being funded with American Rescue Plan Act (ARPA) funds.

#### C. Construction Schedule

- Construction Start: Fall 2024
- Substantial Completion: Fall 2025
- Final Closeout and Punch List: Winter 2025

#### D. Financing

Estimated Cost: The roof and façade rehabilitation project is part of a major capital investment initiative by the City.

#### Method of Financing:

- Funded through the American Rescue Plan Act (ARPA).
- Allocated by the City of Jamestown, with funding approved by City Council resolution.

#### E. Design Renderings / Drawings

- 100% construction drawings were completed by GPI in 2023 and used for bidding and construction purposes.
- No future design phases are anticipated for this scope of work.

#### F. Site Plan Identification

- The project takes place at the existing Jamestown City Hall campus in the heart of downtown.
- No land acquisition or zoning changes are required.
- The site is within close proximity to public transit, parking, and other government functions.

#### G. Compliance with Applicable Laws

The City certifies that the roof and façade rehabilitation project complies with all applicable local and state regulations, including:

- New York State and local building codes
- Environmental laws and permitting requirements
- NYS Court Facility Guidelines (22 NYCRR Part 34)
- Unified Court System and local law enforcement security requirements
- Office of Court Administration's technology standards

## **Project Details – Tracy Plaza Reconstruction**

### **A. Project Overview**

This proposed project involves the reconstruction of the remaining original half of Tracy Plaza, the elevated public plaza at 200 East Third Street, adjacent to and above portions of Jamestown City Hall. Tracy Plaza sits at grade with the building's first floor, and serves as a roof structure over critical municipal infrastructure, including the underground parking ramp, Jamestown Police Department, and Fire Station #1.

The first phase of plaza improvements was completed in 2017, and included waterproofing, drainage upgrades, and surface improvements. However, the remaining original section is deteriorating, with cracked, uneven concrete, degraded waterproofing systems, and continued signs of moisture penetration.

The court-occupied second floor, is partially impacted by the structure's overall waterproofing performance. Additionally, plaza conditions affect public access to the building, security staging, and entry experience for court users.

This second phase of the project would remove the original slab, replace all waterproofing and insulation systems, install modern drainage infrastructure, and replicate the 2017 surface treatments—green space, hardscape, and pedestrian paths.

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### **B. Procurement Plan**

#### **Method of Delivery:**

- The project will be delivered through a public bid contract, using standard municipal procurement procedures once funding is secured.

#### **Procurement Management:**

- The City of Jamestown Department of Public Works will oversee design, bidding, and construction administration.
- Design will be based on the previously completed 2017 construction documents, with updated plans for the remaining section prepared by the same or similar design team.

#### **Consultants Involved:**

- Concept-level designs for this remaining plaza section have already been developed.
- Final design services will be procured through a Request for Proposals (RFP) once funding is secured.

#### **Procurement Timeline:**

- No procurement activity will proceed until a funding source is identified.

#### **Public Meetings / Approvals:**

- The project will require review and authorization by Jamestown City Council, and may include additional community or stakeholder input depending on funding mechanisms.
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#### **C. Construction Schedule**

- **Design Finalization:** TBD (pending funding)
  - **Bid/Award:** TBD
  - **Construction Duration:** Estimated at 12 months for full completion as a single-phase project.
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#### **D. Financing**

**Estimated Cost:** The total project cost is estimated between \$5 million and \$6.5 million, based on recent market pricing, plaza surface area, and system complexity.

#### **Funding Status:**

- The project is currently unfunded.
  - The City continues to pursue state and federal infrastructure and facility grants, and may consider future bond authorization or multi-agency partnerships to support construction.
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#### **E. Design Renderings / Drawings**

- Conceptual plans for this remaining plaza section have already been completed.
  - Final design documents will be prepared upon funding and procurement of design consultants, and will be heavily based on the 2017 Tracy Plaza renovation design.
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#### **F. Site Plan Identification**

- The project site is located at grade with the first floor of City Hall and covers a large structural slab above the underground police department, fire station, and parking ramp.

- The site is publicly owned and serves as part of the civic entry to City Hall, with no zoning or land use changes required.
  - The location is adjacent to public transportation routes and downtown parking facilities.
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## **G. Compliance with Applicable Laws**

The City certifies that the Tracy Plaza Reconstruction project will comply with all applicable local and state requirements, including:

- New York State and local building codes
- Environmental laws and permitting requirements
- NYS Court Facility Guidelines (22 NYCRR Part 34)
- Unified Court System and local law enforcement security requirements
- Office of Court Administration's technology standards

## **Project Details – Window Replacement Project**

### **A. Project Overview**

This proposed project addresses the **ongoing failure of the original window systems** at Jamestown City Hall, located at **200 East Third Street**, including those serving the **second-floor City Court facility** (approximately **9,561 square feet**). The windows are original to the building's **1971 construction** and are well beyond their useful life.

There are **two potential versions of this project**, based on available funding:

- **Partial Replacement:** Similar to a 2014 effort, this version would replace the most badly damaged or visibly failing windows. That 2014 project replaced 24 windows at a cost of approximately \$250,000. This approach allows for targeted improvements and more manageable short-term costs.
- **Full Replacement:** This version envisions replacing **every existing window** in the building with new, **energy-efficient** systems. Due to the scale and complexity of the project, it would need to be **phased over multiple years** and include the **temporary relocation of offices**, including City Court functions, as windows are removed and replaced.

The window failures—such as moisture between panes, broken seals, and poor insulation—negatively impact the performance, comfort, and energy efficiency of the building. These issues also directly affect the **environmental conditions within the court**, contributing to visibility problems and climate control challenges.

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## **B. Procurement Plan**

### **Method of Delivery:**

- Public bid contract, to be used once scope and funding are confirmed.

### **Procurement Management:**

- The project would be overseen by the **City of Jamestown Department of Public Works**.
- Design services would be procured through a **Request for Proposals (RFP)** process once funding is identified.

### **Consultants Involved:**

- No consultants have been selected. The City will retain a qualified architectural or engineering firm for design, specifications, and bid documents.

### **Procurement Timeline:**

- **To be determined** upon identification of funding. No design or bidding activity will proceed until a viable funding source is secured.

### **Public Meetings / Approvals:**

- The project would require **City Council review and authorization**, and likely additional resolutions depending on grant or bond sources.
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## **C. Construction Schedule**

- **To be determined** based on funding availability and project scope.

Estimated duration by scope:

- **Partial Replacement:** Could be completed within a **single construction season (12 months)**.
- **Full Replacement:** Would require **phased implementation over 2 to 4 years**, including **temporary relocation** of office occupants during each phase.

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## D. Financing

### Estimated Costs:

- **Partial Replacement:** Estimated between **\$500,000 and \$1,000,000**, depending on the number of windows replaced.
- **Full Building Replacement:** Estimated between **\$6.5 million and \$8.5 million**, based on building size, window count, and market pricing trends.

### Funding Status:

- The project is currently **unfunded**.
- The City continues to pursue **state and federal grants**, and may consider **bond financing** if external sources are not awarded.

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## E. Design Renderings / Drawings

- No design drawings currently exist for either version of the project.
- Upon securing funding, the City will issue an RFP for architectural/engineering services to develop full construction documents.

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## F. Site Plan Identification

- All work would take place within the **existing City Hall envelope**, located in downtown Jamestown.
- No new land use, zoning changes, or site development is required.
- Site is within close proximity to **public transit and municipal parking**.

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## G. Compliance with Applicable Laws

The City certifies that the window replacement project will comply with all applicable local and state regulations, including:

- New York State and local building codes
- Environmental laws and permitting requirements

- NYS Court Facility Guidelines (22 NYCRR Part 34)
- Unified Court System and local law enforcement security requirements
- Office of Court Administration's technology standards