



DEPARTMENT OF CORRECTIONS AND REHABILITATION
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**2011 LOCAL JAIL CONSTRUCTION FINANCING PROGRAM
AB 900 - PHASE II - APPLICATION FORM**

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SECTION 1: PROJECT INFORMATION

A: APPLICANT INFORMATION

COUNTY NAME County of Kings		AMOUNT OF STATE FINANCING REQUESTED IN THIS APPLICATION \$ 33,000,000	
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/>	
IS THIS COUNTY RELINQUISHING A CURRENTLY HELD AB 900 PHASE I CONDITIONAL AWARD? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IS THIS COUNTY SUBMITTING MORE THAN ONE APPLICATION FOR PHASE II FINANCING? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

B: BRIEF PROJECT DESCRIPTION

FACILITY NAME Kings County Jail		
PROJECT DESCRIPTION Kings County Jail Phase II		
STREET ADDRESS 1570 Kings County Drive		
CITY Hanford	STATE CA	ZIP CODE 93230

C. SCOPE OF WORK - INDICATE FACILITY TYPE (II, III or IV) AND CHECK ALL BOXES THAT APPLY.

FACILITY TYPE (II, III or IV) II	<input type="checkbox"/> NEW STAND-ALONE FACILITY	<input type="checkbox"/> RENOVATION/REMODELING	<input checked="" type="checkbox"/> ADDING BEDS AT EXISTING FACILITY
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D. BEDS ADDED. Provide the number of CSA-rated beds and non-rated special use beds that will be added as a result of the project. Provide the cumulative total number of beds added as a result of the project.

	A. MINIMUM SECURITY BEDS ADDED	B. MEDIUM SECURITY BEDS ADDED	C. MAXIMUM SECURITY BEDS ADDED	D. SPECIAL USE BEDS
Number of beds added	0	128	112	12

TOTAL BEDS (A+B+C+D)	252
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E: APPLICANT'S AGREEMENT

By signing this application, the authorized person assures that: a) the County will abide by the laws, regulations, policies and procedures governing this financing program, and b) certifies that the information contained in this application form, budget, narrative and attachments is true and correct to the best of his/her knowledge.

PERSON AUTHORIZED TO SIGN AGREEMENT

Name Tony Barba

Title Board of Supervisors' Chairman

AUTHORIZED PERSON'S SIGNATURE

DATE

December 20, 2011

G: DESIGNATED COUNTY CONSTRUCTION ADMINISTRATOR

This person shall be responsible to oversee construction and administer the state/county agreements. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

COUNTY CONSTRUCTION ADMINISTRATOR

Name Kevin McAlister

Title Public Works Director

DEPARTMENT

County of Kings Public Works

TELEPHONE NUMBER

(559) 852-2700

STREET ADDRESS

1400 W. Lacey Blvd.

FAX NUMBER

(559) 582-2506

CITY

STATE

ZIP CODE

E-MAIL ADDRESS

Hanford

CA

93230

kevin.mcalister@co.kings.ca.us

H: DESIGNATED PROJECT FINANCIAL OFFICER

This person is responsible for all financial and accounting project related activities. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

PROJECT FINANCIAL OFFICER

Name Rebecca Campbell

Title Management Analyst III

DEPARTMENT

County of Kings Administration

TELEPHONE NUMBER

(559) 852-2379

STREET ADDRESS

1400 W. Lacey Blvd.

FAX NUMBER

(559) 585-8057

CITY

STATE

ZIP CODE

E-MAIL ADDRESS

Hanford

CA

93230

rebecca.campbell@co.kings.ca.us

I: DESIGNATED PROJECT CONTACT PERSON

This person is responsible for project coordination and day-to-day liaison work with CSA. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.)

PROJECT CONTACT PERSON

Name Robert Thayer

Title Assistant Sheriff

DEPARTMENT

Sheriff's Department

TELEPHONE NUMBER

(559) 852-2886

STREET ADDRESS

1444 W. Lacey Blvd.

FAX NUMBER

CITY

STATE

ZIP CODE

E-MAIL ADDRESS

Hanford

CA

93230

robert.thayer
@co.kings.ca.us

SECTION 2: BUDGET SUMMARY

A. BUDGET SUMMARY

In the table on the next page, indicate the amount of state financing requested and the amount of cash and/or in-kind contribution (match) allotted to each budget line-item the county elects to identify in order to define the total eligible project cost for purposes of this application.

The total amount of state financing requested cannot exceed 90 percent of the total eligible project cost. Counties must contribute a minimum of 10 percent of the total eligible project cost (unless the applicant is a small county requesting a reduction in the county contribution amount). County contributions can be any combination of cash and/or in-kind. Small counties that petition for a reduction in the contribution amount must provide a minimum of five percent contribution of the total eligible project costs. Small counties requesting a reduction in county contribution must state so in the area below, and must specify the contribution percentage being requested.

State financing limits for all counties are shown below and include current Phase I awards (not being relinquished through this Phase II application process) plus the total amount a county is requesting in Phase II.

STATE FINANCING: May not exceed (Phases I and II combined):

\$100,000,000 for large counties;

\$80,000,000 for medium counties; and

\$33,000,000 for small counties.

SMALL COUNTIES REQUESTING REDUCTION IN COUNTY CONTRIBUTION:

A small county may petition the CSA Board for a reduction in its county contribution. This application document will serve as the petition and the CSA Board's acceptance of the county's contribution reduction, provided the county abides by all terms and conditions of this Phase II RFA process. Small counties requesting the reduction must still provide a minimum of five percent contribution that may be any combination of allowable cash and/or in-kind. If requesting a reduction in match contribution, complete the following (check the box and fill in the percentage).

- ☐ This application includes a petition for a county contribution reduction request as reflected in the application budget. The county is requesting to provide _____ percent county contribution (cash and/or in-kind).

B. BUDGET SUMMARY TABLE (Report to nearest \$1000)

LINE ITEM	STATE REIMBURSED	CASH MATCH	IN-KIND MATCH	TOTAL
1. Construction	\$ 33,000,000	\$ 2,133,000		\$ 35,133,000
2. Additional Eligible Costs*	\$ 0	\$ 1,051,000		\$ 1,051,000
3. Architectural	\$ 0	\$ 2,811,000		\$ 2,811,000
4. Construction Management	\$ 0	\$ 1,405,000		\$ 1,405,000
5. CEQA		\$ 0		\$ 0
6. Audit			\$ 50,000	\$ 50,000
7. Site Acquisition			\$ 2,200,000	\$ 2,200,000
8. Needs Assessment			\$ 20,000	\$ 20,000
9. County Administration			\$ 96,000	\$ 96,000
10. Transition Planning			\$ 275,000	\$ 275,000
11. Real Estate Due Diligence			\$ 10,000	\$ 10,000
TOTAL ELIGIBLE PROJECT COST	\$ 33,000,000	\$ 7,400,000	\$ 2,651,000	\$ 43,051,000
PERCENT OF TOTAL	77%	17%	6%	100 %

* This line item is limited to specified fees and moveable equipment and moveable furnishings (eligible for state reimbursement or cash match), and public art (eligible for cash match only).

Provide an explanation below of how the dollar figures were determined for each of the budget line items above that contain dollar amounts. Include how state financing and the match contribution dollar amounts have been determined and calculated (be specific), and how budget items are linked to scope of work.

1. Construction (includes fixed equipment and furnishings): \$35,133,000 - Construction cost estimates are based upon an estimate provided by the Architect. These estimates are based upon conceptual drawings of the proposed facility and are broken down into a per square foot cost. See Appendix B of the Narrative Section for specific details of cost breakdown.
2. Additional Eligible Costs (be specific regarding the description of, and the costs for, each of the specified fees, moveable equipment and moveable furnishings, and public art): \$1,051,000 - Additional Eligible Costs are testing and inspection fees, furniture, fixtures, and equipment, and telephone and computer equipment. See Appendix B of the Narrative Section for specific details of cost breakdown.
3. Architectural (describe specifically: a) the county's current stage in the architectural process; and b) how this translates into the county's intentions for state reimbursement and/or cash contribution for architectural services, given the approval requirements of the SPWB and associated state reimbursement parameters): \$2,811,000 - Conceptual designs for Kings County Jail Phase II are already in place. Architectural costs are set at 8% of the estimated construction costs. ($\$35,133,128 \times 0.08 = \$2,810,650$).

4. **Construction Management: \$1,405,000** - Construction management costs are 4% of the total estimated construction costs. ($\$35,133,125 \times 0.04 = \$1,405,325$).
5. **CEQA: CEQA** is planned to be completed by County Staff, therefore these costs are included in the Administration category.
6. **Audit: \$50,000** has been budgeted for the outside audit of the grant. The audit is a requirement of the state.
7. **Site Acquisition: \$2,200,000** - Site acquisition costs are based on the current fair market value of the property minus the footprint of the existing jail facility.
8. **Needs Assessment: \$20,000** - The needs assessment is required in section 4, item B of the RFP. The needs assessment provides the necessary support for the proposed project by including updated population and crime trend data, current County policies and justification for the proposal.
9. **County Administration: \$96,000** - County Administration costs are made up of a portion of salary costs for the County Administrative Officer, the Assistant County Administrative Officer and a Management Analyst in the Administrative Office to oversee all aspects of the jail construction project from RFP to completion. The Administrative Office acts as the liaison between the Board of Supervisors and all other staff, consultants or contractors associated with the project. A designated administrative staff member is the financial officer for the project. Also included in this category are costs for the CEQA process that are made up of salaries of Planning Department staff, who will complete the required CEQA review associated with Phase II of the Jail Project.
10. **Transition Planning: \$275,000** - Transition planning expenses are expenses associated with hiring, screening, testing and interviewing potential applicants as well as training new hires before putting them to work in the new facility. Building maintenance crews need to test systems and ensure that all aspects of the building are functioning correctly before inmates are housed in the new facility. Jail commanders must coordinate the transfer of supplies, equipment and staff into the new facility. New staffing plans must be designed and implemented.
11. **Real Estate Due Diligence (may not exceed \$16,000): \$10,000.**

SECTION 3: PROJECT TIMETABLE

Prior to completing this timetable, the county must consult with all appropriate county staff (e.g., county counsel, general services, public works, county administrator) to ensure that dates are achievable. Please consult the State Capital Outlay/Corrections Standards Authority Processes and Requirements section of the Request for Applications for further information. Complete the table below indicating start and completion dates for each key event, including comments if desired. Note the required timeframes for specific milestone activities in this Phase II process. (The CSA Board intends to make conditional awards at its March 8, 2012 meeting.)

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	3/9/2012	6/7/2012	90 days
Real estate due diligence package submitted <u>within 120 days of award</u>	3/9/2012	7/7/2012	120 days
Begin CEQA process <u>within 90 days of award</u>	3/9/2012	6/7/2012	90 days
State Public Works Board meeting – Project Established <u>within 12 months of award</u>	3/9/2012	7/7/2012	4 months
Schematic Design with Operational Program Statement <u>within 18 months of award</u> (design-bid-build projects)	3/9/2012	9/5/2012	6 months
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 18 months of award</u> (design-build projects)			
Design Development (Preliminary drawings) with Staffing Plan	9/6/2012	12/5/2012	3 months
Staffing/Operating Cost Analysis approved by the Board of Supervisors	12/6/2012	12/20/2012	2 weeks
Construction Documents (Working drawings)	12/6/2012	9/2/2013	9 months
Construction Bids	9/3/2013	11/2/2013	10 weeks
Notice to Proceed	11/3/2013	11/27/2013	2 weeks
Construction (maximum 3 years to complete)	11/28/2013	9/19/2015	22 months
Staffing/Occupancy <u>within 90 days of completion</u>	9/20/2015	12/19/2015	90 days

SECTION 4: NARRATIVE

Attach up to a maximum of 35 pages of double-spaced narrative (no smaller than 12 point font) ordered in the five (A – H) subject areas indicated below. If it can be written in less than 35 pages, please do so (avoid “filler”). Up to 10 additional pages of essential appendices may be included at the discretion of the applicant. Appendices cannot be used to give required narrative information. Pictures, charts, illustrations or diagrams are encouraged in the narrative or appendix to assist reviewers in fully understanding the proposed scope of work.

Applicants must address each of these elements in sufficient detail to allow for determination of project worthiness and subsequent potential award from the CSA Board.

A. SUMMARY

Provide a one-page abstract that summarizes the key points of the application, including a description of the scope of work. If this is a Phase I relinquishing county, indicate how the scope of work has changed, if at all, from the scope of work for the county's project that was awarded in Phase I. Be clear and concise. If this project is for a regional facility, indicate so.

B. PROJECT NEED

Applicants must demonstrate the county's need for the construction project by providing information about the following topics. All data sources must be identified. The application narrative must summarize the county need for state financing.

Note: If a new facility is proposed, or if 25 beds or more are being added to an existing facility, one copy of a needs assessment study containing the elements as defined in Title 24, CCR must be sent to the CSA with the application.

1. State the conclusions of your needs assessment including expected increases in capacity.
2. Provide the information and statistical data to support the needs assessment conclusions.
3. Identify security, safety or health needs (if any).
4. Identify program and service needs (if any).
5. Describe litigation, court ordered caps or consent decrees related to crowding or conditions of confinement.
6. List non-compliance findings or recommendations from state and local authorities such as the CSA, health department, fire marshal, Grand Jury, building inspectors or others.
7. Discuss your Average Daily Population (ADP) as compared to system capacity.
8. To the degree possible, provide the latest available demographic data (enumerated below), including trend data if applicable, and relate the data

to facility needs:

- a. County population estimates;
 - b. County crime statistics;
 - c. Crowding and bed need estimates;
 - d. Detention facility population data as reported to CSA in the latest Jail Profile Survey that includes:
 1. Inmates with felony versus misdemeanor charges;
 2. Pre-trial/pre-adjudicated versus convicted/adjudicated offenders;
and
 3. Any additional data to support your application.
9. Provide any additional information needed to support the size and complexity of the proposed project.

C. DETENTION ALTERNATIVES

Describe the programming efforts that have been undertaken, including evidence-based programs designed to reduce recidivism among local offenders. All data sources and evidence-based program citations must be included. Applicants must include, but are not limited to, the discussion points listed below.

1. Demonstrate that all appropriate steps to reduce crowding have been undertaken.
2. Describe programs, existing or new, designed to reduce recidivism.
3. Demonstrate efforts to implement a risk-based detention system (or other appropriate model) related to the decision to incarcerate or not incarcerate offenders.
4. Provide a history of actions taken to alleviate crowding.
5. Identify how long various programs have been in place and how successful they have been in reducing reliance on confinement.
6. Describe current population management measures and how effective they have been.

D. SCOPE OF WORK AND PROJECT IMPACT

In this section applicants must provide a comprehensive description of the project's scope of work and the impact the project will have on the county's detention system. The following topics must be addressed.

1. Describe the proposed scope of work specifically payable from state financing, cash and in-kind contribution and other county borne costs. If this is a Phase I relinquishing county, indicate how the scope of work has changed for this Phase II application, if at all, from the scope of work for the county's project that was awarded in Phase I.
2. Define whether the project expands an existing facility or if it creates a new facility.
3. Indicate if the county already owns the site.
4. Describe how the scope of work will meet identified needs, or mitigate/remedy/improve conditions to address the described needs.

5. Contrast pre-construction conditions with post-construction conditions, including, if applicable, the construction project's impact on: a) law; b) compliance with regulations; c) conditions of confinement; d) facility programming; e) continuum of community care; f) safety; g) security; h) health issues; and i) program space intended for rehabilitative programs and services designed to reduce recidivism.

E. ADMINISTRATIVE WORK PLAN

Applicants must provide a clear and comprehensive plan for designing, performing and managing the proposed project that is likely to result in success. The project timeline must conform to the requirements listed in the Project Timetable in Section 3 and must be thorough, reasonable and clearly articulated. The county must consider the following topics to describe the requirements of this section.

1. Describe the current stage of the project planning process, including the current status of addressing CEQA requirements.
2. Describe the plan for project design.
3. Provide the project timeline and milestones. (Information provided here should support the timeline and milestones in the Project Timetable in Section 3.)
4. Describe the plan for project management (including key staff names and titles).
5. Describe the plan for project administration (including key staff names and titles).
6. Describe the county's readiness to proceed with the project.
7. Describe the functions and responsibilities of project staff/contractors.
8. Describe the monitoring/control protocols that will ensure successful project completion.

F. PLAN FOR ADEQUATE STAFFING OF THE FACILITY

Counties are required to safely staff and operate the constructed facility within 90 days of its completion. The level of staffing needed upon opening will be determined by the number and classification of inmates in the facility at that time. In this section address the following:

1. Describe the county's plan for staffing the facility within 90 days of its completion.
2. Describe the cost-efficiency or other measures the county is intending in order to minimize the staffing impact on the long-term operating costs of the facility to be constructed.

G. EFFECTS OF REALIGNMENT

In this section, if not clearly addressed previously, applicants must describe the anticipated impact of realignment in general and how it relates to the planned project.

1. Describe the anticipated effects that AB 109, Criminal Justice Realignment, will have on the county's adult detention system.
2. Describe any anticipated changes in your detained population (e.g., percentage of sentenced inmates, average length of stay).
3. Describe the impact that realignment has had on the design of the new project.
4. Describe the extent to which realignment is related to the need for the new project.

H. BUDGET

Counties are expected to budget for the construction project in a reasonable and cost effective manner. It is recognized that there is a cost variance from one project to another based on location, size of the facility, number and type of beds, etc. In this section, address the following topics:

1. Describe how the project budget is determined to be reasonable as it relates to the Section 2, Budget Summary.
2. Describe what measures the county has taken thus far to promote a cost effective planning and design process and a cost effective construction project.
 - a. How is the county's planning minimizing the impact to the state dollar resources as well as county resources?
 - b. What are the county's plans to promote cost effectiveness in its facility design and long-term operating costs?

SECTION 5: FUNDING PREFERENCES

Phase II legislation (AB 111 and AB 94) contains two funding preferences as detailed below. Every application is subject to one or the other preference (A or B). Each preference is a hard preference. Further information about the preferences and how they are applied is available within the Detail and Background, Funding Preferences section of this RFA.

Check one of the boxes below (A or B) to indicate which preference is being applied to this application submittal.

☒ **A. ADMISSIONS PREFERENCE**

The legislation states that "The CDCR and CSA shall give funding preference to counties that committed the largest percentage of inmates to state custody in relation to the total inmate population of CDCR in 2010." This is a hard preference, meaning that the CDCR 2010 admissions data, as provided in the Detail and Background section to this RFA, will be used to determine a potential rank-ordering of funding for the counties submitting applications under this preference criterion.

☐ **B. RELINQUISHING PREFERENCE**

The legislation states in part "A participating county that has received a [Phase I] conditional award...may relinquish its conditional award... and may reapply for a [Phase II] conditional award...." and "The CDCR and CSA shall give funding preference to counties that relinquish their [Phase I] conditional awards ..., provided that those counties agree to continue to assist the state in siting reentry facilities...." This is a hard preference meaning that the counties meeting the relinquishing criteria as specified in this RFA will receive a preference for a conditional funding award, once the Phase I funding authority amount associated with the relinquishing county is legislatively moved to the Phase II funding authority.

If a Phase I county wishes to relinquish a Phase I award and reapply for a greater amount of funding in one application under Phase II, the county would be required to reapply without the benefit of this preference. Also, a Phase I county that wishes to relinquish a Phase I award and reapply for a Phase II award without continuing to assist the state with siting reentry facilities, must reapply without the benefit of this preference. In each of these cases, the county would apply under the admissions preference in A above.

SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

All counties applying for Phase II financing must include the following components in a Board of Supervisors resolution, accompanying each application submittal. For counties submitting multiple applications, separate resolutions with the necessary language contained in each, will be required. (A and B below apply only to those counties relinquishing a Phase I award and reapplying in Phase II.)

A. If the county is relinquishing its Phase I award and reapplying for Phase II financing with this application, and **seeking** the relinquishing preference based on criteria established in this RFA, the following language must appear in the Board of Supervisors' resolution:

- The County is relinquishing its AB 900 Phase I conditional award, and reapplying for a Phase II conditional award, and requesting the relinquishing preference for this application.
- As part of receiving the relinquishing preference, the County agrees to continue to assist the state in siting reentry facilities pursuant to Chapter 9.8 (commencing with Section 6270) of Title 7 of Part 3 of the Penal Code.

B. If the county is relinquishing its Phase I award and reapplying for Phase II financing with this application, and is **not seeking** relinquishing preference in Phase II based on the criteria established in this RFA, the following language must appear in the Board of Supervisors' resolution:

- The County is relinquishing its AB 900 Phase I conditional award, and reapplying for a Phase II conditional award, and requesting admissions preference for this application.

C. For all relinquishing counties (A and B above) as well as all other applicant counties, attach the County Board of Supervisors' resolution for the project that contains the following:

- Names, titles and positions of County Construction Administrator, Project Financial Officer and Project Contact Person.
- Authorization of appropriate county official to sign the Applicant's Agreement and submit the application for funding.
- Assurance that the County will adhere to state requirements and terms of the agreements between the County, the California Department of Corrections and Rehabilitation, the Corrections Standards Authority and the State Public Works Board in the expenditure of any state financing allocation and county contribution funds.

- Assurance that the County has appropriated, or will appropriate after notification of conditional award of financing but before state/county financing agreements, the amount of contribution identified by the County on the financing program application form submitted to the Corrections Standards Authority; the County acknowledges the need to identify the source of funds for county contribution and other county borne costs, and assures that state and cash contribution does not supplant (replace) funds otherwise dedicated or appropriated for construction activities.
- Assurance that the County will safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations) within ninety (90) days after project completion.
- (All projects: Provide the following site assurance for the local jail at the time of application or not later than ninety (90) days following the Corrections Standards Authority's notice of conditional award): Assurance that the County has project site control through either fee simple ownership of the site or comparable long-term possession of the site, and right of access to the project sufficient to assure undisturbed use and possession of the site, and will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of facility subject to construction, or lease the facility for operation to other entities, without permission and instructions from the Corrections Standards Authority.
- Attestation to \$___ as the site acquisition land cost or current fair market land value for the proposed new or expanded jail facility. This can be claimed for on-site land cost/value for new facility construction, on-site land cost/value of a closed facility that will be renovated and reopened, or on-site land cost/value used for expansion of an existing facility. It cannot be claimed for land cost/value under an existing operational detention facility. (If claimed as in-kind contribution, actual on-site land cost documentation or independent appraisal value will be required as a pre-agreement condition).