



BOARD OF STATE AND COMMUNITY CORRECTIONS
SB 1022
ADULT LOCAL CRIMINAL JUSTICE FACILITIES
CONSTRUCTION FINANCING PROGRAM
PROPOSAL FORM

This document is not to be reformatted.

SECTION 1: PROJECT INFORMATION

A: APPLICANT INFORMATION AND PROPOSAL TYPE				
COUNTY NAME Glenn		STATE DOLLARS REQUESTED \$ 13,759,000		
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"/>		
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL <u>OR</u> BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY):				
PROGRAM SPACE <input type="checkbox"/>		BEDS AND PROGRAM SPACE <input checked="" type="checkbox"/>		
B: BRIEF PROJECT DESCRIPTION				
FACILITY NAME Glenn County Adult Detention Facility				
PROJECT DESCRIPTION Construction of Facility Annex to provide space for programs aimed at reducing overcrowding due to inmate classification, reducing recidivism, a day reporting center, and beds for medical, mental health, and other special needs inmates.				
STREET ADDRESS 543 W. Oak Street				
CITY Willows	STATE CA	ZIP CODE 95988		
C. SCOPE OF WORK – INDICATE FACILITY TYPE <u>AND</u> CHECK ALL BOXES THAT APPLY.				
FACILITY TYPE (II, III or IV)	<input type="checkbox"/> NEW STAND-ALONE FACILITY	<input checked="" type="checkbox"/> RENOVATION/REMODELING	<input checked="" type="checkbox"/> CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY	
D. BEDS CONSTRUCTED – Provide the number of BSCC-rated beds and non-rated special use beds that will be subject to construction as a result of the project, <u>whether remodel/renovation or new construction.</u>				
	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed		24		4
TOTAL BEDS (A+B+C+D)	28			

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 proposal form, budget, narrative and attachments is true and correct to the best of his/her knowledge.

PERSON AUTHORIZED TO SIGN AGREEMENT

NAME Larry Jones TITLE Sheriff-Coroner

AUTHORIZED PERSON'S SIGNATURE *Sheriff Larry Jones* DATE Oct 21, 2013

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 Larry Jones TITLE Sheriff-Coroner

DEPARTMENT Glenn County Sheriff's Office TELEPHONE NUMBER (530) 934-6441

STREET ADDRESS
543 W. Oak Street

CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Willows	CA	95988	gcsoadmin@countyofglenn.net

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 Edward J. Lamb TITLE Director of Finance

DEPARTMENT Glenn County Department of Finance TELEPHONE NUMBER (530) 934-6476

STREET ADDRESS
519 W. Sycamore Street

CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Willows	CA	95988	elamb@countyofglenn.net

I: DESIGNATED PROJECT CONTACT PERSON

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

PROJECT CONTACT PERSON

NAME James Miranda TITLE Lieutenant

DEPARTMENT Glenn County Sheriff's Office TELEPHONE NUMBER (530) 934-6333

STREET ADDRESS
141 South Lassen Street

CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Willows	CA	95988	jmiranda@Countyofglenn.net

SECTION 2: BUDGET SUMMARY

BUDGET SUMMARY INSTRUCTIONS

Definitions of total project costs for purposes of this program (state reimbursed, county cash contribution and county in-kind contribution) can be found in the Project Costs, State Reimbursement and County Contribution (Match) section of the Request for Proposals (RFP). The county cash and in-kind contributions are collectively the county contribution. Those defined costs in the RFP shall be the guide for accurately completing this budget summary section.

In the Budget Summary Table that follows in part B of this section, indicate the amount of state financing requested and the amount of cash and/or in-kind contributions allotted to each budget line-item, in total defining the total project costs. While it is necessary to fully include each eligible project cost for state reimbursed and county cash contribution line items, it is not necessary to include county in-kind contribution amounts. All other eligible costs are considered hard costs and are to be claimed under state reimbursed or county cash contribution.

Inclusion of the in-kind contribution amounts is optional and counties may choose whether or not to include any of the amounts eligible under each in-kind contribution line item. The in-kind contribution line items represent only county staff salaries and benefits, or current fair market value of land. An appraisal of land value will be required after conditional award (or with proposal submittal if the county is seeking funding preference under the real estate due diligence criterion), and only if land value is included as part of the county's contribution.

The total amount of state financing requested cannot exceed 90 percent of the total project costs. The county contribution must be a minimum of 10 percent of the total project costs (unless the applicant is a small county petitioning for a reduction in the county contribution amount). County contributions can be any combination of cash or in-kind project costs. Small counties that petition for a reduction in the contribution amount must provide a minimum of five percent contribution of the total project costs. Small counties requesting a reduction in county contribution must state so in part A of this section.

State financing limits (maximums) for all proposals are as follows:

- **\$80,000,000** for large counties;
- **\$40,000,000** for medium counties; and
- **\$20,000,000** for small counties.

A. SMALL COUNTY PETITION FOR REDUCTION IN CONTRIBUTION

A small county may petition the BSCC Board for a reduction in its county contribution. This proposal document will serve as the petition and the BSCC Board's acceptance of the county's contribution reduction, provided the county abides by all terms and conditions of this SB 1022 RFP process and receives a conditional award. Small counties requesting the reduction must still provide a minimum of five percent contribution that may be any combination of cash and/or in-kind contribution. If requesting a reduction in match contribution, check the box below to indicate the county's petition.

- This proposal includes a petition for a county contribution reduction request as reflected in the proposal budget.**

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

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$ 11,727,000	\$ 0		\$ 11,727,000
2. Additional Eligible Costs*	\$ 470,000	\$ 250,000		\$ 720,000
3. Architectural	\$ 1,212,000	\$ 0		\$ 1,212,000
4. Project/Construction Management	\$ 350,000	\$ 0		\$ 350,000
5. CEQA		\$ 50,000		\$ 50,000
6. State Agency Fees		\$ 51,000		\$ 51,000
7. Audit		\$ 5,000	\$ 0	\$ 5,000
8. Needs Assessment		\$ 58,000	\$ 38,000	\$ 96,000
9. Transition Planning		\$ 0	\$ 51,000	\$ 51,000
10. County Administration			\$ 249,000	\$ 249,000
11. Land Value			\$ 25,000	\$ 25,000
TOTAL PROJECT COSTS	\$ 13,759,000	\$ 414,000	\$ 363,000	\$ 14,536,000
PERCENT OF TOTAL	94.7%	2.8%	2.5%	100.00 %

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

Provide an explanation below of how the dollar figures were determined for each of the budget line items above that contain dollar amounts. Every cash contribution (match) line item shall be included with a reporting of the full amount budgeted, unless a line item is not an actual cash contribution project cost for the county. (In that case, indicate so below.) For each line item explanation below, include how state financing and the county contribution dollar amounts have been determined and calculated (be specific).

1. **Construction (includes fixed equipment and furnishings):**
The construction cost estimate was developed by a Consultant utilizing historical cost data and approximate building area square footages.
2. **Additional Eligible Costs (specified allowable fees, moveable equipment and moveable furnishings, and public art):**
 - a) **Define each allowable fee type and the cost of each:** Building Inspection fees of \$240,000, Building permit fees of \$150,000 and Sewer / Utility fees of \$80,000 have been estimated by a consultant, based on historical data.
 - b) **Moveable equipment and moveable furnishings total amount:** an estimate of \$250,000 has been estimated based on the consultants historical cost data.

- c) **Public art total amount:** \$0
3. **Architectural:**
- a) **Describe the county's current stage in the architectural process:** No architect has been selected and no project design services have been initiated.
 - b) **Given the approval requirements of the SPWB and associated state reimbursement parameters, define which portions/phases of the architectural services the county intends to seek state dollar reimbursement:** Architectural and engineering design and construction administration services, including expenses.
 - c) **Define the budgeted amount for what is described in b) above:** a total fee of \$1,212,000, including expenses has been estimated to provide architectural and engineering design services including construction administration services.
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** None.
 - e) **Define the budgeted amount for what is described in d) above:** \$0.
4. **Project/Construction Management:**
A project / Construction management consulting company will be hired for an estimated fee of \$350,000 including expenses. This estimated amount is based on the overall amount of services needed for the County.
5. **CEQA:**
The CEQA cost is estimated at \$50,000 as based on historical cost data.
6. **State Agency Fees (maximums: due diligence \$16,000; SFM \$35,000):**
- a) **Real estate due diligence fee:** \$16,000 maximum amount estimated.
 - b) **State Fire Marshal fee:** \$35,000 maximum amount estimated.
7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
The County intends to use the services of a contracted auditor for an estimated amount of \$ 5,000.
8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash):** Needs assessment work was performed by a consultant for \$58,000 cash in addition County staff needs assessment work was performed for an additional in Kind cost of \$38,000.
9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
The transition planning work will be performed by County Staff at an estimated cost of \$51,000.
10. **County Administration:**
County administration cost is estimated at \$249,000.
11. **Land Value:**
The fair market land value estimate provided by the County Assessor is \$25,000.

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/Board of State and Community Corrections Process Details and Timing Requirements section of the RFP 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 SB 1022 process. (The BSCC Board intends to make conditional awards at a January 2014 meeting.)

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	2/3/2014	3/28/2014	
Real estate due diligence package submitted <u>within 120 days of award</u>	2/3/2014	4/4/2014	
State Public Works Board meeting – Project Established <u>within 18 months of award</u>	2/3/2014	6/13/2014	
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	6/30/2014	12/12/2014	No design work started until SPWB has project established and County issues NTP.
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 30 months of award</u> (design-build projects)	N/A	N/A	
Design Development (Preliminary drawings) with Staffing Plan	12/15/2014	6/5/2015	8 weeks scheduled for SPWB review
Staffing/Operating Cost Analysis approved by the Board of Supervisors	2/23/2015	3/13/2015	
Construction Documents (Working drawings)	6/8/2015	2/26/2016	18 weeks scheduled for SFM review then 4 weeks scheduled for SPWB review.
Construction Bids	2/29/2016	6/17/2016	4 weeks scheduled for DF approval
Notice to Proceed <u>within 42 months of award</u>	5/23/2016	6/3/2016	
Construction (maximum 3 years to complete)	6/6/2016	5/18/2018	Includes 3 phases of construction.
Staffing/Occupancy <u>within 90 days of completion</u>	5/21/2018	8/10/2018	

SECTION 4: FACT SHEET

To synopsise and capture key information from Section 5: Narrative, applicants must complete this Fact Sheet. Minimal information is requested. Narrative information or explanations are not to be included on this Fact Sheet nor as part of the tables in this section. Explanations of what is provided in these tables may be included in the Narrative section of the Proposal Form. Proposal narratives may include reference back to one or more of these specific tables (e.g., refer to Table 4 in the Fact Sheet), rather than repeat information in the narrative that is already provided in the tables.

Tables 1 through 7 below constitute the Fact Sheet, which shall be provided with each proposal submittal, without regard as to whether the proposal includes bed construction. These tables of information shall be used by the raters in conjunction with the information provided in the proposal narrative (see Narrative section of the Proposal Form).

The information requested in this Fact Sheet pertains to those facilities (Type II, III and IV), approaches and programs under the jurisdiction of the sheriff or local department of corrections.

Tables 1 – 4, 6 and 7: For Average Daily Population (ADP), provide the average number per day for the first six months of 2013. For programs that started after January 1, 2013, provide the average number per day for the length of time the program was in effect (after the name of the program, provide the starting date). The same time period parameters pertain to Assessments per Month. “Lack of space” releases in Table 1 refers to the total of non-sentenced inmates released and sentenced inmates released early.

Table 3: The term “approaches” includes home detention, not incarcerating misdemeanants, etc., or other policies/procedures and approaches that do not include specific measures influencing recidivism reduction.

Tables 4, 5 and 7: The term “programming” refers to the utilization of formal programs that specifically incorporate measures to influence recidivism reduction.

Table 1: Provide the following information.		
1.	County general population	27,992
2.	Number of detention facilities	1
3.	BSCC-rated capacity of system	144
4.	ADP (Secure Detention) of system	107.15
5.	ADP (Alternatives to Detention) of system	5.75
6.	Percentage felony inmates of system	88.66%

7.	Percentage non-sentenced inmates of system	60%
8.	Arrests per month	128.67
9.	Bookings per month of system	189.83
10.	"Lack of space" releases per month	0

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities in your jurisdiction.

	Facility Name	RC	ADP
1.	Glenn County Adult Detention Facility	144	112.9
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Table 3: List approaches currently in place to reduce the need for beds, and ADP for each.

Pre-Trial Approaches		ADP
1.	O.R. Releases	
2.	Inmate Classification	
3.		
4.		
5.		
6.		
Sentenced Offender Approaches		ADP
1.	Work Furlough	0
2.	Alternative Sentencing	0
3.		
4.		
5.		
6.		

Table 4: List the current offender programming in place and the ADP in each program.

	Pre-Trial Program	ADP
1.	N/A	
2.		
3.		
4.		
5.		
6.		
	Sentenced Offender Program	ADP
1.	Alternative Custody Supervision (March 2013)	5.75
2.		
3.		
4.		
5.		
6.		

Table 5: List the offender programming gaps and deficiencies.

	Gaps and Deficiencies
1.	Lack of space for inmates to research possible employment
2.	Lack of space for inmate social improvement programs which would improve their skills in gaining employment
3.	General educational, ROP training, rehabilitation, and other service provider programs are due to restrictions placed by space need
4.	Partnership with education facilitators needs to be strengthened by providing them with space and tools they need to “teach” inmates in all facets of general and specialized education and training
5.	Agency has no day reporting space or facility
6.	Lack of program administration space

Table 6: List the offender assessments used for the purpose of jail population management.

	Assessment Tools	Assessments per Month
1.	Misdemeanor Evaluation Forms	
2.		
3.		
4.		
5.		
6.		

Table 7: List the offender assessments used for determining programming.

	Assessment Tools	Assessments per Month
1.	Alternative Custody Supervision Risk Assessment Scale	3.5
2.	Work Furlough Application	2
3.	Alternative Sentencing Application	1
4.		
5.		
6.		

SECTION 5: NARRATIVE

As defined previously in the RFP, there are two proposal types in this funding process. What follows below are the narrative points that must be discussed within each of the five major topic areas. Please note:

- **Beds and Program Space Proposals:** Proposals that include any type of bed construction (remodel/renovation or new construction) shall address all of the points under each of the five major topic areas below.
- **Program Space Proposals:** Proposals that do not include any type of bed construction shall address all five major topic areas, skipping those areas within 1, 2 and 3 that specifically fall under the Bed Construction heading. The All Projects heading under 2 does apply.

Attach up to the maximum number of 35 pages of double-spaced narrative (no smaller than 12 point font) ordered in the subject areas indicated within the proposal type. If it can be written in less than the maximum 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 appendices to assist reviewers in fully understanding the proposed scope of work. Data sources must be identified.

If the project is for a regional facility (must meet the requirements outlined in the Regional Facilities section of the RFP), clearly indicate so. Include the names of the partnering counties and their individual data which supports the project and responds to the requested narrative points.

1.	PROJECT NEED
Bed Construction	
B: 1.01	Describe the findings of the needs assessment completed by the county.
B: 1.02	Provide a county jail system overview (e.g.; capacity, ADP and other relevant factors), including a description of other current or planned construction. If the county has an AB 900 award(s), indicate such and identify the number of beds to be constructed and current stage of planning or construction for this project(s).
B: 1.03	Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.
B: 1.04	Describe the current trends in the number of arrests, bookings, releases due to lack of space and other relevant factors as they relate to the need for beds.
B: 1.05	Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.
B: 1.06	Provide data showing the effectiveness/impacts of these alternatives.

B: 1.07	Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.
Program Space Construction	
PS: 1.01	Describe the process for determining the need for program space.
PS: 1.02	Describe the current approach to offender programming (i.e., use of current program space, types of programs, and services) for custody and non-custody offenders.
PS: 1.03	Describe what least restrictive alternatives have been put in place to address the needs of the population intended to be served by this proposal.
PS: 1.04	Describe the gaps and deficiencies in current programming for custody and non-custody offenders, and which of these gaps or deficiencies will be addressed with proposed program space construction funding.
PS: 1.05	Describe the approach taken to determining the kind of programming that will take place in the new program space.
PS: 1.06	Provide information and data supporting the county's need for program space.
PS: 1.07	Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population.
PS: 1.08	Describe the need for programming that could assist with the jail population management.

2.	SCOPE OF WORK
All Projects	
A: 2.01	Detail the full scope of work that is the subject of this proposal, including a comprehensive description of the number and types of beds (if any), program spaces, and other core and ancillary spaces; indicate whether this is new stand-alone construction, an addition to an existing facility, or space that is being remodeled or renovated.
Bed Construction	
B: 2.01	Describe the planning process that resulted in this bed construction scope of work.
B: 2.02	Describe the relationship between stated needs and the planned construction.
B: 2.03	Describe the anticipated beneficial outcomes of the new bed construction.
B: 2.04	Define the staffing that will be required to operate the new construction.
Program Space Construction	
PS: 2.01	Describe the planning process used to develop the design for the construction of program space.
PS: 2.02	Describe the relationship between stated needs and the proposed program space construction.
PS: 2.03	Define the features of this program space construction that make it suitable for the intended programming.

PS: 2.04	Describe plans to implement and operate programs in the space.
PS: 2.05	Describe the anticipated beneficial outcomes of the new program space construction.

3.	OFFENDER MANAGEMENT AND PROGRAMMING
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Bed Construction	
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B: 3.01	Describe how the proposed construction will address the county's offender management goals regarding use of secure detention
B: 3.02	Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.
B: 3.03	Describe the use of, or plans to use, offender assessment(s) and other interventions to address jail population management, including objective tools or instruments to manage the offender population, such as pretrial assessments, etc.
B: 3.04	Describe the county's planned construction in relation to the expected need for beds in the future.

Program Space Construction	
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PS: 3.01	Describe how this program space construction will address the county's offender management goals.
PS: 3.02	Describe how the program space construction aligns with the CCP plan.
PS: 3.03	Describe the programming to be conducted in the new program space.
PS: 3.04	Describe how the program space will foster a quality reentry model and seamless reentry process.
PS: 3.05	Describe collaborative partnerships that will provide services within the program space and provide continuity through the reentry and community supervision process.
PS: 3.06	Describe the sources of financial support (i.e., Medi-Cal, other federal sources, etc.) that will be accessed to aid in the delivery of programs.
PS: 3.07	Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.
PS: 3.08	Describe the approach to the principles and objectives of evidence-based programming that will be incorporated to reduce recidivism, including program evaluation.
PS: 3.09	Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).
PS: 3.10	Describe the target population and estimated numbers of individuals to be served daily and annually in the program space. Describe how you arrived at those estimates.

4.	ADMINISTRATIVE WORK PLAN
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4.01	Describe the plan for project management and administration, including key positions and responsibilities.
4.02	Describe the current state of the county's project planning process.

4.03	Describe the county's readiness to proceed with the project.
4.04	Describe the construction project timeline.

5.	BUDGET REVIEW AND REASONABLENESS
5.01	Justify the amount of state financing requested for the planned construction.
5.02	Describe the anticipated benefits/impact of the construction in relation to construction costs (including any fiscal benefits).
5.03	Describe steps that the county has taken to minimize costs of this project.
5.04	Describe efforts to leverage other sources of funds (e.g., federal) for program delivery.
5.05	Detail the cost effectiveness of this construction project, including from a population management perspective.

SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

All counties applying for SB 1022 financing must include a Board of Supervisors' resolution with the proposal submittal. The resolution must include the requisite components as outlined below. ("A" applies only to counties seeking the funding preference as described in the RFP – Funding Preference section.) For counties submitting multiple proposals (which requires participation in a regional facility as described in the RFP), separate resolutions for each proposal, with the necessary language contained in each resolution, is required.

- A. All counties seeking to satisfy one or more of the funding preference criteria must provide the resolution language outlined below. Criterion #1 is mandatory if any funding preference is sought. Criteria #2, 3 and 4 are optional.**

PREFERENCE CRITERION #1: Adequate County Contribution Funds
In addition to all of the required documentation identified in the RFP, the following language must appear in the resolution:

The County of _____ (the "County") is seeking funding preference for its proposed project within the Adult Local Criminal Justice Facilities Construction Financing Program (the "SB 1022 Financing Program"). As such, the Board of Supervisors of _____ County does hereby represent, warrant and covenant as follows:

1) Lawfully Available Funds. The county cash contribution funds, as described in the documentation accompanying the County's SB 1022 Financing Program Proposal Form, have been derived exclusively from lawfully available funds of the County.

2) County Cash Contribution Funds Are Legal and Authorized. The payment of the county cash contribution funds for the proposed adult local criminal justice facility project (the "Project") (i) is within the power, legal right, and authority of the County; (ii) is legal and will not conflict with or constitute on the part of the County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other material agreement or instrument to which the County is a party or by which the County or its properties or funds are otherwise subject or bound, decree, or demand of any court or governmental agency or body having jurisdiction over the County or any of its activities, properties or funds; and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the County.

3) No Prior Pledge. The county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated by the County in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest by the County. In addition, the county cash contribution funds and the Project are not and will not be mortgaged, pledged, or hypothecated for the benefit of the County or its creditors in any manner or for any purpose and have not been and will not be the subject of a grant of a security interest in favor of the County or its creditors. The County shall not in any manner impair, impede or challenge the security, rights and benefits of the owners of any lease-revenue bonds sold by the State Public Works Board for the Project (the "Bonds") or the trustee for the Bonds.

4) Authorization to Proceed with the Project. The Project proposed in the County's SB 1022 Financing Program proposal is authorized to proceed in its entirety when and if state financing is awarded for the Project within the SB 1022 Financing Program.

PREFERENCE CRITERION #2: Real Estate Due Diligence

The following statement must appear in the resolution:

The County is seeking funding preference for submittal of the complete initial real estate due diligence package.

PREFERENCE CRITERION #3: CEQA Compliance

One of the following two statements must appear in the resolution:

The County is seeking funding preference for submittal of documentation evidencing that compliance with CEQA has been fully completed for the proposed project, and further is certifying that all related statutes of limitation have expired without challenge.

Or:

The County is seeking funding preference for submittal of documentation evidencing that compliance with CEQA has been fully completed for the proposed project, and is certifying that all challenge has been completely resolved in a manner that allows the project to move forward as proposed.

PREFERENCE CRITERION #4: Authorization of Project Documents

The following language must appear in the resolution; the bracketed and underlined information must be updated as appropriate to be consistent with the person(s) each county authorizes to execute the respective project documents:

The County is seeking funding preference associated with review of and authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of _____ County does hereby approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. Each of the [Chairman of the Board of Supervisors, the Chief Executive Officer of the County and the Chief Operations Officer of the County], or their designees (collectively, the "Authorized Officers"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the BSCC or the State Public Works Board to effectuate the SB 1022 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes.

Each of the Authorized Officers is authorized to execute these respective agreements at such time and in such manner as is necessary within the SB 1022 Financing Program. Each of the Authorized Officers is further authorized to execute, acknowledge and deliver any and all documents required to consummate the transactions contemplated by the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease.

B. For all counties, except as otherwise noted below, the Board of Supervisors' resolution for the project shall contain 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 (page two of Proposal Form) and submit the proposal for funding.
- Assurance that the County will adhere to state requirements and terms of the agreements between the County, the Board of State and Community Corrections 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 county cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections; the County acknowledges the need to identify the source of funds for county cash contribution, and assures that the cash match contribution does not supplant (replace) funds otherwise dedicated or appropriated for construction activities. (*This section does not apply to counties seeking the funding preference.*)
- 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.
- For Beds and Program Space proposals (that are NOT regional facility projects as defined in this RFP), include the following certification: The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal justice facility to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility.
- For Beds and Program Space proposals (that ARE regional facility projects as defined in this RFP), include the following certification: The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal justice facility for profit purposes to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility.
- (Provide the following site assurance for the adult local criminal justice facility at the time of proposal or not later than ninety (90) days following the Board of State and Community Corrections' 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 Board of State and Community Corrections. (*This section does not apply to counties using a build-to-suit arrangement.*)
- Attestation to \$_____ as the current fair market land value for the proposed new or expanded facility. (This can be claimed for on-site land value for new facility construction, on-site land value of a closed facility that will be renovated and reopened, or on-site land value used for expansion of an existing facility. It cannot be claimed for land value under an existing operational detention facility. If claimed as in-kind contribution, an independent appraisal will be required as a pre-agreement condition.

(This section applies only to counties that are claiming land value as part of the county's contribution. Further, this section does not apply to counties using a build-to-suit arrangement.)

SB 1022, Section 5 Narrative, Attachment

Executive Summary

The Glenn County jail was constructed in 1989 with a rated bed capacity of 100. The facility was expanded in 1995 to a rated capacity of 132. Currently the rated bed capacity stands at 144. The total increase in rated bed capacity in the 24 years following the initial facility construction has expanded the rated bed capacity 44%. With these bed capacity increases, little to no infrastructure expansion of the facility has occurred. This lack of support space combined with special inmate classification needs is the basis of this request.

Added to these support issue shortages due to basic bed capacity is the impact of the AB109 inmates housed in a County Jail, initially designed for shorter term incarceration. These inmates, as well as other inmates, are serving sentences in excess of a year - sometimes as many as three years. These long term sentence inmates require more support requirements in the areas of programs, recreation, work programs, medical and mental health care.

The specific areas of concern are as follows:

Single Occupancy Cells: Single occupant cells provide for maximum security disciplinary segregation, administrative segregation and protective custody inmates and need to be available for proper Jail management. When confinement exceeds 10 hours per day, 80 square feet of space is required. Currently there are no dedicated assigned cells for single occupant inmate classifications.

Program Space: Adequate rooms are not available for program activities. Programs such as adult education, religious services and counseling, AA and NA classes, mental health evaluations and classes, along with other programs to reduce recidivism all have to share one small room. With scheduling conflicts trying to utilize one small room for all programs, the inmate's ability to participate is diminished.

Medical and Mental Health: Medical services areas and secure pharmaceutical storage is required for medical screening, exams and routine medical care. Currently there is no dedicated space or room for medical. A booking intake holding cell has to be used for any medical screening or exam. This displaces the function and use of the booking intake process as well as not providing the proper functions for medical. Medical records have no space for storage and therefore records are stored off site, which does not allow medical staff the opportunity to access records as needed. Additionally, when the booking holding cell is used for medical exams, the door is left open for security purposes which compromise the security of the overall booking area. More advanced care cannot be provided at the Glenn County detention facilities and are provided outside of the facility. A room should be provided for mental health professionals to evaluate inmates and provide mental health programs as necessary. Adequate medical

Interview rooms and mental health program space needs to be provided for this purpose.

The Glenn County jail has anywhere from 1 to 5 inmates at any given time that should be placed in a mental health status and cell for observation and security measures.

Currently when an inmate is classified as mental health and placed in a pod, it reduces the ability to utilize the remaining pod beds for other classifications thus reducing the jail's overall ability to utilize its full capacity.

Classification of Inmates: The current jail has only 6 separate pods for housing inmates. Three of the pods have double occupant cells. Two pods are dormitories and one pod is a mixture of double occupant cells and dorms beds. Within this limited number of separations and bed types, it becomes very difficult to manage the jail's inmate population for separation of all classifications.

Classification: The proper classification of inmates is important in any detention setting in order to protect the safety of staff, visitors, and inmates. Classification is critical in the Glenn County Jail because of overcrowding and the lack of enough cells in separated housing units (Pods) to properly separate inmates as needed. The number of varying classifications of inmates currently held at the existing adult detention facility further combines to exacerbate the difficulty in classification.

In addition to continuously struggling with a deficient number of jail beds for classification, staff is faced with problems related to the type of beds available in the jail system. Ensuring that an inmate is housed properly is an on-going challenge as the jail population has evolved.

The impact of the lack of bed space and of the changing inmate population on classification has a dramatic influence on Classification Management.

Outdoor Recreation: The current facility conditions with only one outdoor recreation area, limits the ability to allow all inmate classifications the required 3 hours per day of recreational activity. Currently, with the overcrowded living pods, recreation activities cannot be conducted in the dayrooms which further restrict time allowed for recreational activity.

Recommendations for Building Additions, Renovations and Improvements:

The proposed existing Jail facility recommendations are comprised of the following:

1. Inmate Processing
2. General/Special Population Housing
3. Medical
4. Food Service
5. Laundry
6. Inmate Programs
7. Building Support
8. Security and infrastructure upgrades.

1) Inmate processing scope is to add additional property storage to the existing facility to deal with additional inmates and consolidate off-site storage areas in the main facility.

2) The General / Special Population Housing is comprised of adding one 24 bed mental health housing pod, associated dayroom, support space, outdoor recreation, mental health offices and general support associated with the living unit.

3) Medical outpatient services scope includes nurse, pharmacy, records, exam, dental, x-ray and support type functions. Medical inpatient services scope includes adding four cells, two of which are negative pressure. Inpatient and outpatient services will share support functions for officer, storage and office type functions.

4) Food Service scope includes the addition of dry storage and walk in cooler space to accommodate additional capacity.

5) Laundry scope will add a full service laundry to replace the existing inadequate laundry. The existing space will be modified to create additional general storage.

6) Inmate programs will be split into secure and non-secure areas. Programs in secure areas will serve the existing housing unit which does not currently have any programming functions built in. This space will include 2 multi-purpose classroom spaces, library and office / workrooms for program staff. The non-secure programs will be a Day Reporting building function. This space will include 1 multipurpose classroom, 1 interview room, open public space and office / workrooms for program staff and video visitation functions.

7) The non-secure Day Reporting function will also include space for a staff training center which will allow all sheriff activities to be performed in the same complex.

8) Security and infrastructure upgrades are needed to replace the outdated security systems as well as providing upgrades to buildings systems.

1.	PROJECT NEED
Bed Construction	
B: 1.01	<p>Describe the findings of the needs assessment completed by the county.</p> <p>Response: The Glenn County jail's rated bed capacity has been expanded 44% in the 24 years, to its current capacity of 144. The needs assessment indicates a need of 145 beds for the year 2015 including the operational requirements for classification and peaking factors needed to properly operate a safe secure County Jail complying with BSCC standards. Over the course of these bed expansions, support and program spaces have become inadequate and in dire need of expansion. The number of single occupant cells for administrative segregation and the ability to provide proper separation by classifications has become unobtainable.</p> <p>Other areas needed for medical, recreation and staff support are in desperate need for the past several years.</p> <p>With the AB 109 inmates being housed in the Jail, this has added to the problem of shortages in program, medical, recreation and support space requirements even to a greater extent due to these inmate's needs.</p>
B: 1.02	<p>Provide a county jail system overview (e.g.; capacity, ADP and other relevant factors), including a description of other current or planned construction. If the county has an AB 900 award(s), indicate such and identify the number of beds to be constructed and current stage of planning or construction for this project(s).</p>

	<p>Response: The current rated bed capacity of the jail is 144 beds. The average daily population for the county jail population is 128 for County Jail Inmates. The AB 109 inmates ADP are 22. There is no current or planned construction for the County jail. Glenn County does not have an AB 900 award.</p>
<p>B: 1.03</p>	<p>Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.</p> <p>Response: The system issues to be remedied by the proposal request are: Medical, Mental Health beds, Inmate programs for education, recreation and religion, Food service and Laundry support needs, inmate processing and staff support needs as well the additional bed capacity needs. Other System support needs are for infrastructure needs to address security, life safety systems, visitation systems and mechanical system needs.</p>
<p>B: 1.04</p>	<p>Describe the current trends in the number of arrests, bookings, releases due to lack of space and other relevant factors as they relate to the need for beds.</p> <p>Response: Present facility lacks adequate medical, mental health, and special needs beds which Annex will provide. Additionally, it will provide facility with the ability to house inmates properly accordingly to their classifications. The inmate profile has drastically changed with AB 109 and we are unable to provide inmates with programs that will increase their ability to move back into society seamlessly and quickly. This annex will provide Day Reporting center and program space to do this.</p>

<p>B: 1.05</p>	<p>Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.</p> <p>Response: Approaches are extremely limited at this time – See Table 3 in Section 4: Fact Sheet.</p>
<p>B: 1.06</p>	<p>Provide data showing the effectiveness/impacts of these alternatives.</p> <p>Response: Lack of space limits approaches, therefore there is no measurable impact to bed reduction other than Alternative Custody Supervision program which has reduced space requirements an average of 5+ beds.</p>
<p>B: 1.07</p>	<p>Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.</p> <p>Response: Plans to be implemented for alternative custody inmates that will free up bed space and provide inmates with needed education and job skills:</p> <ul style="list-style-type: none"> • Pre-Trial Release: Beds will be freed up by not holding eligible inmates until their arraignment. • Farm to Fork Program: Inmates will learn basic agricultural skills at “Jail Farm” which will provide wholesome food for the Detention Facility. If program grows, food stuffs will be marketed and workers will be trained in marketing, finances, and needed business skills. • Apprentice Program: Establishment of relationship with regional employers for vocational training. • Consistent educational programs: Day Reporting for teaching job skills,

	<p>career options, parenting skills, nutrition, health, and adult education to assist in changes in lifestyles to prevent recidivism.</p> <ul style="list-style-type: none">• Day Reporting Center: Will serve as the “hub” for all programs offered by allied agencies in the Community Corrections Partnership.• Adopt A Park: Maintenance and improvement to county and city parks working with agencies’ parks and recreation departments and using educational tutorials. Planning and implementing maintenance, planting schedules, landscape improvement, design, and renovations, hardscape design and installation• Man’s Best Friend: Work programs at local animal shelters. These programs utilize both hands on experience and educational tutorials.
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Program Space Construction

<p>PS: 1.01</p>	<p>Describe the process for determining the need for program space.</p> <p>Response: Glenn County contracted the services of a Jail Planning consultant. The consultant has collected existing data on the jail facilities for programs provided and planned. Programs consist of: Mental health and therapy, female inmate programs, adult literacy, tutoring for GED, Bible study, AA, basic education classes, enhanced narcotics abuse, and health education. With the inmate population’s needs and classifications, it is impossible to conduct programs within one small program room. Therefore the planning consultant has recommended the addition of two program rooms of adequate size needed for the population.</p>
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<p>PS: 1.02</p>	<p>Describe the current approach to offender programming (i.e., use of current program space, types of programs, and services) for custody and non-custody offenders.</p> <p>Response: Lack of space necessitates a hit-and-miss approach to all programs. Department of Education is not able to consistently hold classes, and AA and NA meetings are restricted when program room is being used. The single program room prevents having a well scheduled and consistent approach.</p>
<p>PS: 1.03</p>	<p>Describe what least restrictive alternatives have been put in place to address the needs of the population intended to be served by this proposal.</p> <p>Response: Alternative Custody Supervision.</p>
<p>PS: 1.04</p>	<p>Describe the gaps and deficiencies in current programming for custody and non-custody offenders, and which of these gaps or deficiencies will be addressed with proposed program space construction funding.</p> <p>Response: See Table 5 in Section 4: Fact Sheet.</p>
<p>PS: 1.05</p>	<p>Describe the approach taken to determining the kind of programming that will take place in the new program space.</p> <p>Response: Discussion with CCP, networking with other detention facilities, and research on programs instituted by penal institutions that have proven to be successful, discussion with county business community on their possible contributions.</p>
<p>PS: 1.06</p>	<p>Provide information and data supporting the county's need for program space.</p> <p>Response: Lack of program space has prohibited the formation of a broad base of programs and limited the number of inmates that can take part in what there is. The simple lack of programs confirms that there is an extreme need for space. One case in point is the frustration of the Department of</p>

	<p>Education of not being able to have the ability to provide a consistent education program due to the lack of rooms and computer equipment.</p>
<p>PS: 1.07</p>	<p>Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population.</p> <p>Response: The lack of program space prohibits creating sound programs to assist in population management and assist inmates in the rehabilitation process. Programs key to the CCP plan do not have the space to be implemented. Due to the lack of space we are unable to institute programs that facilitate Armed Forces Veterans in obtaining aid from the federal Office of Veterans Affairs for educational aid, mental health assistance, and help with housing issues. The addition of 2 multi-purpose classrooms will enable educational programs from the Office of Education to be held for both custodial and non-custodial inmates. Day Reporting programs, such as agricultural/horticultural programs will assist in finding employment and providing food for families from home gardens in addition to nutritional education. The day reporting space will enable non-custodial inmates to report for programs that would free-up bed space within the facility.</p>
<p>PS: 1.08</p>	<p>Describe the need for programming that could assist with the jail population management.</p> <p>Response: The lack of broad-based programming prevents population management due to the inability to place inmates in alternative custody supervision programs. Not having a day reporting center cripples our ability to manage those inmates that could participate in programs that would free-</p>

up bed space. Development of such programs cannot start until we have the space to manage them. Prisoners are not able to report for “work” and staff does not have space for administrative work space to deal with prisoner accountability and progress.

2.	SCOPE OF WORK
All Projects	
A: 2.01	<p>Detail the full scope of work that is the subject of this proposal, including a comprehensive description of the number and types of beds (if any), program spaces, and other core and ancillary spaces; indicate whether this is new stand-alone construction, an addition to an existing facility, or space that is being remodeled or renovated.</p> <p>Response: The proposed addition is comprised of seven general area types. The types are (1) Inmate Processing, (2) General/Special Population Housing, (3) Medical, (4) Food Service, (5) Laundry, (6) Inmate Programs and (7) Building Support. All areas proposed will have programs associated with the specific type of space.</p> <p>1) Inmate Processing scope is to add additional property storage to the existing facility to deal with additional inmates and to consolidate off-site storage areas in the main facility.</p> <p>2) The General / Special Population Housing is comprised of one 24 bed mental health housing pod, associated dayroom, outdoor recreation, mental</p>

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health offices and general support associated with the living unit.

3) Medical outpatient services scope includes nurse, pharmacy, records, exam, dental, x-ray and support type functions. Medical inpatient services scope includes four cells, two of which are negative pressure. Inpatient and outpatient services will share support functions for officer, storage and office type functions.

4) Food Service scope includes addition of dry storage and walk-in cooler space to accommodate additional capacity.

5) Laundry scope will add a full service laundry to replace the existing inadequate laundry. The existing space will be modified to create general storage.

6) Inmate programs will be split into secure and non-secure areas.

Programs in secure areas will serve the existing housing unit which does not currently have any programming functions built in. This space will include 2 multi-purpose classroom spaces, library and office / workrooms for program staff. The non-secure programs will be a Day Reporting building function.

This space will include 1 multipurpose classroom, 1 interview room, open public space and office / workrooms for program staff and video visitation.

7) The non-secure Day Reporting function will also include space for staff training.

8) The Building Support space will add general storage and electrical

	systems rooms.
Bed Construction	
B: 2.01	<p>Describe the planning process that resulted in this bed construction scope of work.</p> <p>Response: Glenn County contracted with a Jail Planning consultant to provide a needs assessment report per BSCC requirements. The consultant and key Sheriff's Office and County staff have worked on all aspects of the needs assessment for the last year. During the course of this study, detailed data was collected and used to determine all key historical data required for the beds needs assessment portion. Several drafts of the needs assessment have been reviewed and comments incorporated to provide a complete and comprehensive report. Additionally these consultants have studied the existing facilities of the County Jail to ascertain the current conditions and required needs.</p>
B: 2.02	<p>Describe the relationship between stated needs and the planned construction.</p> <p>Response: The projected needs have been translated into area square footage requirements based on BSCC standards. The needs of these areas have been studied as an overlay to the existing Jail building parameters. Several planning options identifying the most cost effective, secure and safe operations have been studied in concert with Sheriffs Detention operations staff. The outcome is a conceptual plan that meets the long term needs of</p>

	the Jail.
B: 2.03	<p>Describe the anticipated beneficial outcomes of the new bed construction.</p> <p>Response: The new bed construction made up of 12 double bunked cells for an added bed capacity of 24 in two pods, will provide proper classification separations for the Jail to safely and securely manage the Jail’s population and provide the additional types of beds needed to house the AB 109 inmates, as well as mental health and medical beds to accommodate the shorter term needs of these special populations.</p>
B: 2.04	<p>Define the staffing that will be required to operate the new construction.</p> <p>Response:</p> <ul style="list-style-type: none"> • Custodial staff to maintain security of facility and to care for prisoners using bed space. • Non-Custodial Program Supervision staff to monitor those on outside programs. • CCP partners’ (Probation, Mental Health, Public Health, HRA, Office of Education) staff needed to provide their programs. • Community volunteers
Program Space Construction	
PS: 2.01	Describe the planning process used to develop the design for the construction of program space.

	the Jail.
B: 2.03	<p>Describe the anticipated beneficial outcomes of the new bed construction.</p> <p>Response: The new bed construction made up of 12 double bunked cells for an added bed capacity of 24 in one pod, will provide proper classification separations for the Jail to safely and securely manage the Jail's population and provide the additional types of beds needed to house the AB 109 inmates, as well as mental health and medical beds to accommodate the shorter term needs of these special populations.</p>
B: 2.04	<p>Define the staffing that will be required to operate the new construction.</p> <p>Response:</p> <ul style="list-style-type: none"> • Custodial staff to maintain security of facility and to care for prisoners using bed space. • Non-Custodial Program Supervision staff to monitor those on outside programs. • CCP partners' (Probation, Mental Health, Public Health, HRA, Office of Education) staff needed to provide their programs. • Community volunteers
Program Space Construction	
PS: 2.01	Describe the planning process used to develop the design for the construction of program space.

	<p>Response: Glenn County contracted with a Jail Planning consultant to provide needs assessment per BSCC requirements. The consultant and key Sheriff's office and County staff have worked on all aspects of the needs assessment for the last year. During the course of this study, detailed data was collected and used to determine all key historical data required for the programming needs assessment. Several drafts of the needs assessment have been reviewed and comments incorporated to provide a complete and comprehensive report. Additionally these consultants have studied the existing facilities of the County Jail to ascertain the current conditions and required needs.</p>
<p>PS: 2.02</p>	<p>Describe the relationship between stated needs and the proposed program space construction.</p> <p>Response: The projected needs have been translated into area square footage requirements based on BSCC standards. The needs of these areas have been studied as an overlay to the existing Jail building program parameters. Several planning options identifying the most cost effective, secure and safe operations have been studied in concert with Sheriffs Detention operations staff. The outcome is a conceptual plan that meets the long term inmate programs needs of the Jail.</p>
<p>PS: 2.03</p>	<p>Define the features of this program space construction that make it suitable for the intended programming.</p> <p>Response: The new program spaces will be designed so they may be utilized by the entire Jail population through scheduling and security</p>

	<p>monitoring; there will be the ability to schedule small and larger groups of programming for all the various needs of programming. With this type of suitable spaces for programs, the County will have the ability to promote more volunteer services from the community to enhance the existing and future program curriculum. Additionally program staff support areas will be provided so that program activities may be properly planned and implemented.</p>
<p>PS: 2.04</p>	<p>Describe plans to implement and operate programs in the space.</p> <p>Response: Partnerships already exist between members of the CCP. The new space will allow for the full implementation of programs outlined in their initial implementation plan through the space that will be provided.</p> <p>Discussions are already underway on plans to implement new programs and improve existing programs if we are awarded funding. Staffing patterns will be established and supervision needs will be addressed. Staff training will begin before the completion of construction in order to have resources on board to begin programming upon completion of construction. Classroom schedules will be created in order to best use the space. Facilitators will be involved to research the possibility of co-teaching related skills. Space will allow for Day Reporting for off-site programs and jobs. The coordination with all partners in the CCP will be a key issue to the implementation and operation of programs.</p>
<p>PS: 2.05</p>	<p>Describe the anticipated beneficial outcomes of the new program space construction.</p>

Response: New program space will provide overall improvement to the care and custody of inmates. Medical and mental health treatment and housing will be vastly improved. Program space will aid non-custody status inmates by providing training and education that will assist them in returning to society and helping to reduce recidivism. New space will provide for specific programs aimed at distinct classifications of inmates.

3.	OFFENDER MANAGEMENT AND PROGRAMMING
Bed Construction	
B: 3.01	<p>Describe how the proposed construction will address the county's offender management goals regarding use of secure detention</p> <p>Response: Construction will allow for the placement of more inmates into a Non-Custodial classification, which in turn will free up needed bed space in the secure section of the facility. Bed space in the secure portion of the facility will be reserved for and available to those prisoners whose classification demands secure detention.</p>
B: 3.02	<p>Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.</p> <p>Response: In alignment with the CCP Initial Implementation Plan, the proposed bed construction will accomplish the following: Allow for proper housing of inmates by classification, provide initial interview rooms for assessment of eligibility for programs, and allow movement of functions within the facility which will free-up space in the existing facility for support</p>

functions. The new construction will provide medical/mental health housing that will provide for those services (space is not currently available for such services in the proper environment); space for education, job training, family programs, program management space; and a day reporting room. New space will provide the opportunity to work in conjunction with allied agencies in implementing the CCP plan to make the realignment process as successful as possible. Current space curtails such efforts due to the inability of jail staff and their partners to assess, provide the proper intervention to prevent inmates from failing in their assigned programs, manage, train, and otherwise assist inmates in their efforts.

Describe the use of, or plans to use, offender assessment(s) and other interventions to address jail population management, including objective tools or instruments to manage the offender population, such as pretrial assessments, etc.

B: 3.03

Response:

- Offender assessment(s) and the process for determining the type of programming offenders will receive will facilitate the management of offender population by freeing bed space through the placement of inmates into non-custody programs.
- Offender assessments will consist of at a minimum, the following:
 - Pre-Trial Assessment
 - Use of the 5 primary principles of Evidence Based Correctional Planning
 - Static Risk Offender Needs Guide (STRONG)

	<ul style="list-style-type: none"> • Risk and Needs Assessments • Correctional Offender Management Profiling for Alternative Sanctions • Ohio Risk Assessment Survey
<p>B: 3.04</p>	<p>Describe the county's planned construction in relation to the expected need for beds in the future.</p> <p>Response: The planned construction is for a Jail addition to the western side of the existing Jail. There is an existing secure corridor to the exterior that will be integrated into the design as the connection to the addition. The addition will provide one housing pod in a mezzanine style arrangement with double occupant cells. Housing support for showers, recreation, etc., will be adjacent to the pods.</p>
<p>Program Space Construction</p>	
<p>PS: 3.01</p>	<p>Describe how this program space construction will address the county's offender management goals.</p> <p>Response: Construction provides space for non-custodial programs for eligible inmates thus freeing up bed space for those who are ineligible for these programs. Housing, treatment, and training can be done in accordance with the inmate's classification.</p>
<p>PS: 3.02</p>	<p>Describe how the program space construction aligns with the CCP plan.</p> <p>Response: The goals of the CCP to improve the success rates of offenders under supervision of these programs will become more attainable with this program space which provides a day reporting center, classrooms, day use spaces, an expanded library, and program administration space. With the</p>

	<ul style="list-style-type: none"> • Risk and Needs Assessments • Correctional Offender Management Profiling for Alternative Sanctions • Ohio Risk Assessment Survey
<p>B: 3.04</p>	<p>Describe the county's planned construction in relation to the expected need for beds in the future.</p> <p>Response: The planned construction is for a Jail addition to the western side of the existing Jail. There is an existing secure corridor to the exterior that will be integrated into the design as the connection to the addition. The addition will provide two housing pods in a mezzanine style arrangement with double occupant cells. Housing support for showers, recreation, etc., will be adjacent to the pods.</p>
<p>Program Space Construction</p>	
<p>PS: 3.01</p>	<p>Describe how this program space construction will address the county's offender management goals.</p> <p>Response: Construction provides space for non-custodial programs for eligible inmates thus freeing up bed space for those who are ineligible for these programs. Housing, treatment, and training can be done in accordance with the inmate's classification.</p>
<p>PS: 3.02</p>	<p>Describe how the program space construction aligns with the CCP plan.</p> <p>Response: The goals of the CCP to improve the success rates of offenders under supervision of these programs will become more attainable with this program space which provides a day reporting center, classrooms, day use spaces, an expanded library, and program administration space. With the</p>

	<p>addition of this space the goals of the initial CCP Plan will become more attainable and realistic. CCP’s goal to reduce recidivism and promote self-sufficiency services will be better served with this space.</p>
<p>PS: 3.03</p>	<p>Describe the programming to be conducted in the new program space.</p> <p>Response: Programs will be aimed at providing inmates with tools needed to gain employment; improve lifestyles including health, parenting, social skills, changing detrimental behavior, financial management, and other needed abilities to re-enter society seamlessly and reduce their chances of being a repeat offender.</p>
<p>PS: 3.04</p>	<p>Describe how the program space will foster a quality reentry model and seamless reentry process.</p> <p>Response: New space will enable the County the ability to institute programs that will enable inmates to receive health/mental health treatment and training and gain educational training degrees that will enhance their ability to gain employment. Programs will be aimed at providing sociological models for changing inmates’ behavior patterns that lead to recidivism.</p>
<p>PS: 3.05</p>	<p>Describe collaborative partnerships that will provide services within the program space and provide continuity through the reentry and community supervision process.</p> <p>Response: CCP partners will provide services within the realm of human resources, education, health, and social behavior. Programs offered by these partners will often have “post custody” programs which will aid inmates in maintaining their status as non-repeating offenders such as AA and NA.</p>

	<p>Continuing ROP classes will offer continuing training useful in gaining employment and fostering good skills for use within the home.</p> <p>Community volunteers will assist inmates in various programs and provide future opportunities to inmates when released from custody.</p>
<p>PS: 3.06</p>	<p>Describe the sources of financial support (i.e., Medi-Cal, other federal sources, etc.) that will be accessed to aid in the delivery of programs.</p> <p>Response: Programs such as the Community Re-Entry Work Program, services related to health and treatment focusing on matching funds to expand available services, and the Workforce Investment Act will provide additional sources of financial support. HRA is researching the possibility of Medi-Cal assistance for specific types of medical assistance.</p>
<p>PS: 3.07</p>	<p>Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.</p> <p>Response: The following principles and/or tools will be used in offender assessments:</p> <ul style="list-style-type: none">• Pre-Trial Assessment• Use of the 5 primary principles of Evidence Based Correctional Planning• Static Risk Offender Needs Guide (STRONG)• Risk and Needs Assessments• Correctional Offender Management Profiling for Alternative Sanctions• Ohio Risk Assessment Survey <p>Individual program assignment for inmates will begin with intake screening</p>

and will progress through multiple steps, each of which will assist in determining the type of programs that will best suit the inmate. These steps include:

- Intake Screening
- Risk level determination
- Medical/Mental Health screening
- Literacy level testing
- Job skills determinations including work experience and vocational skills
- Job aptitude testing
- Behavioral Health screening including violent behavior tendencies, substance abuse,
- Inmate desires for specific training such as parenting skills, nutrition, and other family skills
- Disability screening
- Eligibility for electronic monitoring program

Describe the approach to the principles and objectives of evidence-based programming that will be incorporated to reduce recidivism, including program evaluation.

PS: 3.08

Response: The following principles and objectives will be incorporated to reduce recidivism:

- Target resources to higher risk offenders
- Apply interventions that target each offender's needs
- Determination of individual characteristics in order to apply

	<p>interventions that may affect how s/he may respond to programs</p> <ul style="list-style-type: none"> • Reinforce correctional interventions that most influence behavior, are action-oriented, and are appropriately reinforced • Calculation of attaining goals and objectives of program, structured measurement of model-adherence, evaluations of performance on program • Collection of data to determine success of total program
<p>PS: 3.09</p>	<p>Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).</p> <p>Response: Professionals from several disciplines will interact with the offenders and provide services. Licensed counselors will be needed to address substance abuse and mental health issues, as well as conduct behavioral therapy classes. Eligibility workers from County Human Resources will be needed to assist offenders in applying for public assistance and health care, obtaining temporary and permanent housing, and for vocational training and employment assistance. The Office of Education will assign qualified teachers and aides to assist offenders in educational endeavors. Each provider will ensure the licensure, certification, and training of their staff as required by local, state, and federal law.</p>
<p>PS: 3.10</p>	<p>Describe the target population and estimated numbers of individuals to be served daily and annually in the program space. Describe how you arrived at those estimates.</p> <p>Response: The 2011 Public Safety Realignment which encompassed AB</p>

109 is aimed at managing adult offenders in order to prevent recidivism which will assist in the “closing the revolving door of low level inmates cycling in and out of state prison”. It is to be applied to all offenders sentenced after October 1, 2011 and CDCR estimates that Glenn County will have approximately 50 inmates in local custody due to the realignment of responsibilities from a State level to a local level. The main target population will be those inmates falling under (N3) sentencing. However we feel that the program space will afford the opportunity to serve the majority of inmates in custody, thus reducing the possibility of recidivism in first time offenders. If this can be accomplished, the housing crisis that would otherwise be faced will be reduced through proactive services that will be available in the new program space.

The projected ADP is 163; It is projected that approximately 75% of these inmates will be served by at least one of these programs. Therefore approximately 122 inmates will take advantage of one or more the programs on a daily or weekly basis. The annual number served remains unknown at this time and will require data collection over at least a year to estimate this figure.

4.	ADMINISTRATIVE WORK PLAN
4.01	<p>Describe the plan for project management and administration, including key positions and responsibilities.</p> <p>Response: Once conditional award has been made, the County will hire a</p>

	<p>Project Manager to assist in the carrying out of the project. The Project Manager will assist the County in overseeing the requirements of the Grant and assist in carrying out and overseeing specific aspects of the project from the conceptual design to the completion of construction.</p>
4.02	<p>Describe the current state of the county's project planning process.</p> <p>Response: Currently the County has completed the Needs Assessment planning process. The County has the Consultants services underway for assistance in the SB1022 application. The CEQA has not been completed, but will be started once a conditional award has been made.</p>
4.03	<p>Describe the county's readiness to proceed with the project.</p> <p>Response: With the conditional award, Glenn County is prepared to move forward with the project.</p>
4.04	<p>Describe the construction project timeline.</p> <p>Response: The planning and design process including construction documents will require approximately 24 months for completion. The construction process will require approximately 24 months for completion. Activation and occupancy will require approximately 3 months.</p>

5.	BUDGET REVIEW AND REASONABLENESS
5.01	<p>Justify the amount of state financing requested for the planned construction.</p> <p>Response: AB 109 has moved a new type of inmate into the Glenn County</p>

	<p>Jail. These inmates now serve longer term sentences than the short stays the facility was originally designed for. The new type of inmates are increasing mental health issues and creating a need for more programs to help reduce recidivism rates within the county. The primary focus of all planned construction is based around these needs.</p>
5.02	<p>Describe the anticipated benefits/impact of the construction in relation to construction costs (including any fiscal benefits).</p> <p>Response: The General / Special housing unit and medical will allow the county to remove the type of inmates from general population areas currently being utilized for a function for which they were not intended. This unit will provide a place to evaluate mental health patients in a step-down process to return them to the general population after treatment.</p> <p>The program rooms within secure areas will add the number of program type spaces needed for the current population needs. This is in response to the need created by AB 109. The day reporting area will allow the county to move this function out of lease space and add appropriate classrooms to this function and consolidate all programs on one site.</p>
5.03	<p>Describe steps that the county has taken to minimize costs of this project.</p> <p>Response: The building has been planned with clear delineation between space types. Special care has been taken to place secure functions that require a more expensive type construction to be located directly adjacent to housing and medical functions. Likewise, Day Reporting which has no</p>

	<p>security rating needed, has been programmed separately so an office building type construction may be used to minimize cost.</p>
5.04	<p>Describe efforts to leverage other sources of funds (e.g., federal) for program delivery.</p> <p>Response: Financing sources have been determined to be available from the Office of Education. The possibility of funding from Public Health exists.</p>
5.05	<p>Detail the cost effectiveness of this construction project, including from a population management perspective.</p> <p>Response: With the construction of the housing and added support / program spaces to the west of the existing jail, this construction can be completed through shakedown and activation prior to disrupting any inmates. After the addition has been occupied, the few existing Jail renovation work areas can be accomplished with the ability to move inmates into other areas as needed. This process of implementing the project construction helps the cost effectiveness of not having to provide construction within inmate occupied secure areas. The detention housing pods will be design to provide direct visual supervision and indirect supervision as a backup. This hybrid supervision model will provide good population management with an efficient use of staff.</p>