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Board of State and Community Corrections

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 Humboldt County	STATE DOLLARS REQUESTED $ 17,855,500	
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) ☒	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) ☐	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) ☐
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL OR BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY): PROGRAM SPACE ☐ BEDS AND PROGRAM SPACE ☒		
B: BRIEF PROJECT DESCRIPTION		
FACILITY NAME Humboldt County Correctional Facility		
PROJECT DESCRIPTION **Humboldt Community Corrections Reentry Resource Center**		
STREET ADDRESS **826 4th Street**		
CITY **Eureka**	STATE **CA**	ZIP CODE **95501**

C. SCOPE OF WORK – INDICATE FACILITY TYPE AND CHECK ALL BOXES THAT APPLY.			
FACILITY TYPE (II, III or IV) II	☒ NEW STAND-ALONE FACILITY	☐ RENOVATION/ REMODELING	☐ 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, whether remodel/renovation or new construction.

	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed	40			
TOTAL BEDS (A+B+C+D)	40			

SB-1022 Humboldt Proposal Michael Scott A32-1: 1/16 PrDir

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 Michael Downey	TITLE Sheriff
AUTHORIZED PERSON'S SIGNATURE	DATE 10/22/2013

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 Tyler Holmes		TITLE Deputy Public Works Director	
DEPARTMENT Facilities Management			TELEPHONE NUMBER 707-445-7491
STREET ADDRESS 1106 2nd Street			
CITY Eureka	STATE CA	ZIP CODE 95501	E-MAIL ADDRESS tholmes@co.humboldt.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 Josielyn Gilbaugh		TITLE Deputy Public Work Director	
DEPARTMENT General Services			TELEPHONE NUMBER 707-445-7491
STREET ADDRESS 1106 2nd Street			
CITY Eureka	STATE CA	ZIP CODE 95501	E-MAIL ADDRESS Jgilbaugh@co.humboldt.ca.us

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 Ed Wilkinson		TITLE Captain	
DEPARTMENT Humboldt County Sheriff's Office			TELEPHONE NUMBER 707-441-5100
STREET ADDRESS 826 4th Street			
CITY Eureka	STATE CA	ZIP CODE 95501	E-MAIL ADDRESS ewilkinson@co.humboldt.ca.us

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	$ 13,915,500	$ 0		$ 13,915,500
2. Additional Eligible Costs*	$ 1,772,000	$ 0		$ 1,772,000
3. Architectural	$ 1,362,000	$ 150,000		$ 1,512,000
4. Project/Construction Management	$ 806,000	$ 99,000		$ 905,000
5. CEQA		$ 38,000		$ 38,000
6. State Agency Fees		$ 51,000		$ 51,000
7. Audit		$ 10,000	$ 0	$ 10,000
8. Needs Assessment		$ 50,000	$ 0	$ 50,000
9. Transition Planning		$ 0	$ 300,000	$ 300,000
10. County Administration			$ 62,000	$ 62,000
11. Land Value			$ 625,000	$ 625,000
TOTAL PROJECT COSTS	$ 17,855,500	$ 398,000	$ 987,000	$ 19,240,500
PERCENT OF TOTAL	92.80%	2.10%	5.10%	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):**
   $13,915,500 represents construction bid costs. The construction cost were prepared by a professional cost estimator and included escalation costs as perscribed by the state.
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:** Connections fees (Electrical $62,000, Sewer $32,000, Water $6,000); Permits/Fees: $189,000, Building Inspection $183,000.
   b) **Moveable equipment and moveable furnishings total amount:** $1,300,000
   c) **Public art total amount:** $0

3. **Architectural:**
   a) **Describe the county's current stage in the architectural process:** The County has completed conceptual designs and programming to respond to the program and bed needs identified in the 2013 Needs Assessment. If awarded, the County will proceed with schematic designs utilizing the cash contribution allocated for architectural.
   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:** The County will be seeking reimbusement of architectural/engineering (A/E) services and fees beginning after the project is established by th SPWB.
   c) **Define the budgeted amount for what is described in b) above:** A/E Fees: $1,512,000 (State Reimbursed: $1,362,000; Cash Contribution: $150,000). County will seek State reimbursement for A/E fees less cash contribution that will be paid by the County for programming.
   d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** Validate programming, prepare schematic design and outline specifications, prepare geotechnical/topographical mapping, special consultants, and site adapt building.
   e) **Define the budgeted amount for what is described in d) above:** Validate programming: $15,000; schematic design, site adapt, and outline specifications: $75,000; Geo/Topo mapping: $40,000; Special Consultants: $20,000.
4. **Project/Construction Management:**
   $905,000 (Project Management: $806,000; Construction Management: $99,000)
5. **CEQA:**
   $38,000
6. **State Agency Fees (maximums: due diligence $16,000; SFM $35,000):**
   a) **Real estate due diligence fee:** $16,000
   b) **State Fire Marshal fee:** $35,000
7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
   County will employ and independent auditor.
8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**
   $50,000 prepared by a professional consultant for this SB1022 project.
9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
   $300,000 for salaries and benefits for sheriff's team members to lead the facility design needs, monitor construction for security risks, prepare policy and procedures, conduct facility systems training, conduct operational trainning for staff, stage phased occupancy of the building.
10. **County Administration:**
    $62,000 for salaries and benefits to administer the contract for award to closeout.
11. **Land Value:**
    $625,000 for county owned vacant property adjacent to the County Jail and Courthouse.

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 within 90 days of award	1/15/2013	4/8/2014	County owns property
Real estate due diligence package submitted within 120 days of award	1/15/2013	5/6/2014	
State Public Works Board meeting – Project Established within 18 months of award	1/15/2013	4/7/2015	
Schematic Design with Operational Program Statement within 24 months of award (design-bid-build projects)	1/15/2014	4/8/2015	
Performance criteria or performance criteria and concept drawings with Operational Program Statement within 30 months of award (design-build projects)			
Design Development (Preliminary drawings) with Staffing Plan	9/9/2015	1/26/2016	
Staffing/Operating Cost Analysis approved by the Board of Supervisors	12/16/2014	1/26/2016	
Construction Documents (Working drawings)	5/18/2016	12/13/2016	
Construction Bids	3/9/2017	4/20/2017	
Notice to Proceed within 42 months of award	6/26/2017	6/26/2017	
Construction (maximum 3 years to complete)	6/26/2017	11/19/2018	
Staffing/Occupancy within 90 days of completion	10/29/2018	12/7/2018	

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KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession within 90 days of award	1/15/2013 (14)	4/8/2014	County owns property
Real estate due diligence package submitted within 120 days of award	1/15/2013	5/6/2014	
State Public Works Board meeting – Project Established within 18 months of award	1/15/2013	4/7/2015	
Schematic Design with Operational Program Statement within 24 months of award (design-bid-build projects)	1/15/2014	4/8/2015	
Performance criteria or performance criteria and concept drawings with Operational Program Statement within 30 months of award (design-build projects)			Client Review but unto dreams maybe...
Design Development (Preliminary drawings) with Staffing Plan	9/9/2015	1/26/2016	14 wks ✓ 8wk Needed
Staffing/Operating Cost Analysis approved by the Board of Supervisors	12/16/2014	1/26/2016	
Construction Documents (Working drawings) 3/20	5/18/2016	12/13/2016	10/20/16
Construction Bids	* 3/9/2017	4/20/2017	4-15-17 START.
Notice to Proceed within 42 months of award	6/26/2017	6/26/2017	Adjust will come.
Construction (maximum 3 years to complete)	6/26/2017	11/19/2018	
Staffing/Occupancy within 90 days of completion	10/29/2018	12/7/2018	Not 90 DAY, OK.

7-15-17 ok

SECTION 4: FACT SHEET

To synopsize 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**	135,208
2.	**Number of detention facilities**	1
3.	**BSCC-rated capacity of system**	411
4.	**ADP (Secure Detention) of system**	370
5.	**ADP (Alternatives to Detention) of system**	233
6.	**Percentage felony inmates of system**	91.2%
7.	**Percentage non-sentenced inmates of system**	63.5%

8.	**Arrests per month**	693
9.	**Bookings per month of system**	892
10.	**"Lack of space" releases per month**	144

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities in your jurisdiction.			
	Facility Name	**RC**	**ADP**
1.	Humboldt County Correctional Facility	411	370
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.	Jail Booking Matrix	3
2.	Pretrial OR and Supervised Release	25
3.		
4.		
5.		
6.		
	Sentenced Offender Approaches	**ADP**
1.	Sheriff's Work Alternative Program (SWAP)	200
2.	Electronic Monitoring (GPS)	3
3.	Sentence Conversion to SWAP	2
4.		
5.		
6.		

Table 4: List the current offender programming in place and the ADP in each program.		
	Pre-Trial Program	**ADP**
1.	Educational/GED	3
2.	Framework For Recovery	3
3.	Spirit of Freedom	2
4.	Narcotics Anonymous	6
5.	Alcoholics Anonymous	6
6.	Celebrate Recovery	3
	Sentenced Offender Program	**ADP**
1.	Educational/GED	15
2.	Framework For Recovery	8
3.	Spirit of Freedom	3
4.	Narcotics Anonymous	8
5.	Alcoholics Anonymous	6
6.	Celebrate Recovery	12

Table 5: List the offender programming gaps and deficiencies.	
	Gaps and Deficiencies
1.	Lack of any vocational programs and linkages to job opportunities.
2.	Lack of cognitive behavioral programs.
3.	Additional anger management programs.
4.	Additional life skills programs.
5.	Additional educational program opportunities.
6.	Modification or replacement of SWAP Assessment Tool.

Table 6: List the offender assessments used for the purpose of jail population management.		
	Assessment Tools	**Assessments per Month**
1.	Ohio Risk Assessment System – Pretrial Assessment Tool	60
2.	In-House Classification Tool	300
3.		
4.		
5.		
6.		

Table 7: List the offender assessments used for determining programming.		
	Assessment Tools	**Assessments per Month**
1.	Static Risk Assessment (STR 2.0, part of STRONG)	20
2.	Offender Needs Guide	15
3.	In-house SWAP Assessment	47
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**
Bed Construction	
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	
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**
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.)

1. PROJECT NEED

BED CONSTRUCTION

B: 1.01: Describe the findings of the Needs Assessment completed by the County.

A 2013 comprehensive Jail Needs Assessment was developed for the Sheriff's Department by a consultant team comprised of the Criminal Justice Research Foundation (CJRF) and Vanir Inc. The data and information compiled in the planning study demonstrated an immediate and critical need to expand (1) mental health staff support space that is devoted to support functions and service activities for the Humboldt County Correctional Facility (HCCF) mental health and substance abuse clinical staff assigned to the facility, and (2) construct a new Jail reentry housing unit with adjacent program space which would be used for implementing a new Jail transitional reentry program for both male and female inmates about to transfer back to the community after being incarcerated in the County Jail. With the shift which is occurring under the AB 109 Realignment Act which is bringing significantly more multi-year sentenced felony inmates to County Jail, additional specialized reentry housing with evidence-based assessments and support services that can provide a greater degree of flexibility, particularly as inmates are about to begin transitioning from HCCF to the community is desirable.

B: 1.02: Provide a County jail system overview (e.g., capacity, ADP, and other relevant factors).

The Humboldt County Sheriff's Office operates the County's only Type II jail facility located in downtown Eureka, California. The jail is the central booking point for all regional law enforcement agencies for adult mailes and females arrested in the County. HCCF was built in two phases, in 1996 and 1997. HCCF has a Board of State and Community Corrections (BSCC) rated capacity for 411 inmates and houses both pretrial and sentenced offenders. The Jail also, since October 2011, houses Assembly Bill AB 109 Public Safety Realignment Act County Jail Prison (N3), 3056 PC parolees, Post-Release Community Supervision (PRCS) offenders, and flash incarceration Probation Department offenders.

Humboldt County Correctional Facility (HCCF)	
Correctional Facility Profile	**Correctional Facility**
Physical Plant Characteristics:	
Year Initially Constructed Phase I	1996
Construction Type	Mid-rise Building
Number of Stories	4
Exterior Walls	CMU / Concrete
Interior Walls	CMU / Concrete / Gypsum
Year Initially Constructed Phase II	1997
Construction Type	High-rise Building
Number of Stories	6
Exterior Walls	CMU / Concrete
Interior Walls	CMU / Concrete / Gypsum
Custody Housing Classifications:	Maximum / Medium / Minimum Security
Type of Inmate Cells:	Single & Double Occupancy Cells and Dormitory Units
Bed Inventory:	
BSCC Rated Capacity	411
Average Daily Inmate Population (ADP):	370 (2013)
Felony Inmates	337 (91.1%)
Misdemeanor Inmates	33 (8.9%)

(See Appendix A: Photo layout of Humboldt County Correctional Facility (HCCF))

The jail's current ADP is 370 which is 90% of the BSCC rated bed custody capacity. In order to address rising inmate populations in the facility, the Sheriff has developed and is implementing an array of alternatives to incarceration programs and case processing procedures which is allowing the jail to function within the limits of available custody beds. Continued increases in inmate populations, particularly as a result of AB 109, is expected overtime to increase inmate population levels at the Jail. In response, the County has completed initial programming, conceptual site design, and space layout with adjacencies/sizes for the Sheriff, Probation, and Department of Health and Human Services (DHHS) components of the proposed Humboldt Community Corrections Reentry Resource Center Project.

B: 1.03: Describe the system issues anticipated to be remedied by the new construction.

Using the SB 1022 funding to co-locate and construct an effective and efficient reentry housing unit, Probation Day Reporting Center, Sheriff's Work Release, and other alternatives to incarceration programs, combined with space for DHHS, mental health clinical and other treatment staff within the new

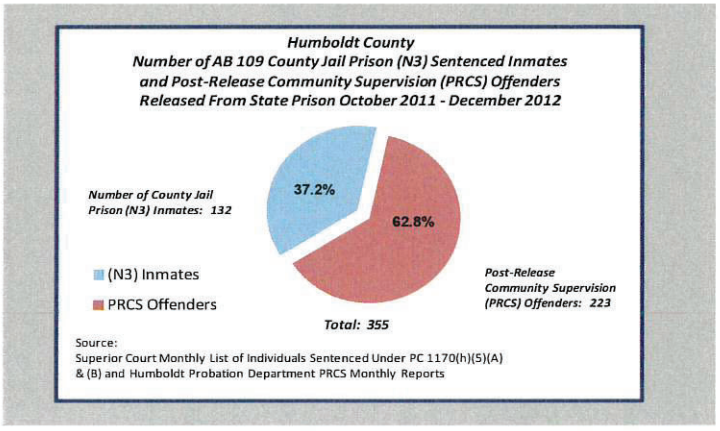
stand alone facility, the County can now effectively offer the programs and services intended for the AB 109 and local inmates (including out-of-custody offenders) thereby reducing the operational strain on HCCF operations. This will improve the overall safety and welfare of inmates, the public, and staff assigned to HCCF. Consolidating the various treatment programs and alternatives into one central location, and making a "one-stop shop" approach for inmates and out-of-custody offenders, agencies, and service providers will improve service delivery offender's supervision, and will be cost effective over time. Integrating criminal justice agency support staff in one location and facility is more efficient to operate, particularly in minimizing Sheriff's operational costs. The construction of a new stand-alone jail reentry housing unit would provide a "step down", short term, highly structured and service-focused custody environment for this population of detainees and will also make these limited critical treatment and services available across the Jail's various inmate security classifications.

The project accommodates staff and public parking, and more clearly defines the public and secure areas surrounding the Jail site. The proposed project also simplifies the overall management and security of the Jail, and extends the useful life of the HCCF facility another 30 years, avoiding the need to construct more expensive and costly custody bed/bunks. The proposed project clearly aligns with the legislature's approach and expectations for how counties should handle and process the new AB 109 Realignment offender populations. The programming and inmate support spaces designed for the project incorporates what criminal justice research is showing will aid in reducing offender recidivism and controlling crime in local jurisdictions. More importantly, the project provides much needed transitional housing for both male and female inmates that can support offender reentry efforts. Finally, this will provide the County's Court system with more options, intermediate sentencing sanctions, and alternatives involving both pretrial and sentenced offenders.

B: 1.04: Describe the current trends in the number of arrests, bookings, and releases due to lack of space and other relevant factors as they relate to the need for beds.

Reported crime pattern data shows the County's total crime rate of 3,922.1 per 100,000 population is 38.3% higher than the California state-wide crime rate (2,836.5) in 2012. For the past ten years, an average of 7,987 adults have been arrested each year for felony and misdemeanor crimes. The jail processes an average of 867 bookings each month. This represents an average of 29 bookings per day, 12 are felony and 17 are misdemeanor bookings. An average of 27 male and six female bookings occur each day. In 2013, the Jail had an average daily inmate population (ADP) totaling 370. The daily population only includes 33 (8.9%) pretrial and sentenced misdemeanants and 337 (91.1%) incarcerated felony inmates. The highest or peak ADP recorded at the jail in the past seven years was 436. This is 19.2% higher than the average inmate ADP over the same time period.

The AB 109 Realignment Act has had a significant impact on jail custody trends. Between October 2011 and December 2012 Humboldt County Jail System held 355 custody inmates, 37.2% or 132 of the inmate population were AB 109 County Jail Prison (N3) convicted felony defendants sentenced to County Jail, parolees (3056 PC), or PRCS offenders held in custody under the Realignment Act flash incarceration, or revocation provisions of the law.



In a further effort to control inmate population levels at HCCF, the Sheriff's Custody Division is releasing an average of 144 pretrial and sentenced inmates early each month.

Humboldt County Correctional Facility (HCCF) Number of Pretrial and Sentenced Inmates Released Early from Custody			
Month	**Pretrial Inmates**	**Sentenced Inmates**	**Total**
January	87	52	139
February	104	23	127
March	87	18	105
April	70	46	116
May	138	68	206
June	118	49	167
Total Early Jail Releases	***604***	***256***	***860***
Monthly Average	***101***	***43***	***144***
%	***70.1%***	***29.9%***	***100.0%***

Source: HCCF Monthly BCSS Jail Survey Reports

B: 1.05: Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.

Humboldt County has taken significant steps to maximize use of recognized pretrial and post-sentence alternatives to incarceration programs and innovative case processing practices in an effort to avoid detention system overcrowding. The Sheriff's Office has developed three major alternatives to incarceration programs and early release protocols for incarcerated inmates. The programs are being implemented in response to the increasing impact the AB 109 Realignment legislation is having on the County's only jail facility. The three alternative programs being stressed include a new ***(1) Jail Booking Matrix, (2) the Sheriff's Work Alternative Program (SWAP), (3) New Probation/Sheriff Pretrial OR and Supervised Release (with GPS Monitoring).***

The expanded use of citation release (Jail Booking Matrix) allows misdemeanants to remain in the community, and eliminates an unnecessary burden on the jail. Low and medium risk sentenced offenders (including AB 109 inmates) who are currently in custody have the ability to complete their sentence through the SWAP Program regardless of the length of confinement time. The Probation/Sheriff's Pretrial OR and Supervised Release Program allows local incarcerated offenders to participate in the GPS electronically monitored (EM) alternative to incarceration program. The Pretrial/OR Program consists of a whole range of options, from no EM and a Court date reminder call all the way to very restrictive GPS – all based on risk level to reoffend/FTA per the ORAS-PAT tool. Additionally, Probation utilizes EM/GPS as an intermediate

sanction in lieu of jail booking on technical violations to reserve jail space for the highest risk offenders. The program is considered a constructive custody alternative. Participants are accountable for all of their time 24-hours a day, seven-days-a-week and may only leave their residence for work, school, and other pre-approved appointments.

In addition, the local justice system has implemented intensive supervision programs and new Probation Day Reporting Center (DRC) which has been designed around National best practice research. All of these program modifications have allowed qualified offenders to fulfill their sentences without occupying jail beds. The Probation Department has also adopted the practice of recommending split sentences for AB 109 offenders under Section 1170(h) of the Penal Code as often as possible, which further reduces the need for long-term bed space in the County Jail which allows offenders to spend a significant portion of their custodial time out in the community. Probation also utilizes flash incarceration to ensure continued compliance with probation terms. Since flash incarceration is limited to a maximum of ten days in the jail, this program operates as an alternative to incarceration by providing a graduated intermediate sanction process to encourage compliance rather than simply rebooking offenders who are failing probation into the jail to serve the remainder of their terms.

B: 1:06: Provide data showing the effectiveness/impacts of these alternatives.

The new Pretrial OR and Supervised Release Program is staffed by Sheriff and Probation personnel who are located at HCCF and the Day Reporting Center. The staff screen jail bookings using the Ohio Risk Assessment System – Pretrial Assessment Tool (ORAS-PAT). The program has a capacity to handle an average of 20-40 offenders. Currently the Program has an ADP of 25 supervised offenders.

The Sheriff's Office's Work Alternative Program (SWAP) functions as Humboldt County's primary incarceration alternative for individuals convicted and sentenced to carry out community work assignments in lieu of jail confinement. AB 109 funding has allowed the Sheriff's to expand SWAP with an additional correctional officer position and van for Program transportation needs. The expansion has allowed SWAP

to make available work crews seven-days-a-week and increase program participation convicted sentenced defendants. AB 109 funds also subsidize SWAP participant fees to allow indigent offenders to participate who would otherwise not have been able to take advantage of this alternative program. The program's current ADP is 283 compared to 270 in 2012. The impact alternatives to incarceration are having on HCCF is summarized in the following chart.

Impact of Incarceration Alternative Programs on HCCF Jail Custody Trends

- Total County Jail inmate ADP has declined by 4.4% under Realignment. In the 12 months prior to AB 109, HCCF housed an average of 384 inmates each day. Between July and December 2012, the jail had an ADP of 367 inmates, a drop of 17 detained offenders.
- The most significant post-Realignment inmate population shift at HCCF has occurred among misdemeanant offenders which has declined from an ADP of 78 to 43 a day, a reduction of 35 inmates (-44.9%). Pretrial misdemeanor ADP has dropped 50.0% and sentenced misdemeanor ADP has also declined by 41.3% between July and December 2012 when compared to the AB 109 12-month baseline pre-Realignment period.
- Since AB 109 went into effect, HCCF's pretrial jail inmate ADP has been reduced by 10.3% (271 vs. 243 ADP) while the total sentenced jail population has increased by 9.7% (113 vs. 124 ADP).

From a jail population management perspective, the most significant impact these alternative programs and release policies are having on HCCF is highlighted in the table above. Analysis of the Jail stays (ALS) for pretrial and sentenced inmates released from the detention facility shows the AB 109 law has not adversely or negatively affected the average length of stay (ALS) for pretrial or sentenced inmates released from HCCF. Overall, between the pre-AB 109 and post Realignment Act periods, the Jail's ALS continues to remain at approximately 13.9 days.

Humboldt County Correctional Facility (HCCF)
Comparative Changes in Pre- and Post-AB 109
Inmates Released From HCCF 2010 - 2012

Pretrial and Sentenced Jail Releases	*Pre- and Post-AB 109 Realignment Act Jail Impact*			
	Pre-AB 109 Realignment (Oct 2010 - Sept 2011)	Post-AB 109 Realignment (Oct 2011 - Dec 2012)	Recent Post-AB 109 Realignment (Jul 2012 - Dec 2012)	Percent (%) Difference Pre- & Post-Realignment
Pretrial Releases	***8.7 Days***	***7.2 Days***	***6.6 Days***	***-24.1%***
Sentences Releases	***47.6 Days***	***47.0 Days***	***47.8 Days***	***0.4%***
Total Jail Releases	***13.9 Days***	***14.5 Days***	***13.9 Days***	***0.0%***

HumProgressRpt/Table25

B: 1.07: Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.

Humboldt County has a technical assistance grant with the Crime and Justice Institute (CJI) at Community Resources for Justice, Inc., Boston, MA. Our grant has been extended to June 30, 2014. Future objectives include Univ. of Cincinnati conducting a validation study on the ORAS-PAT and training staff on interviewing/scoring pretrial offenders; local judicial partners training from the National Pretrial Justice Institute on general principles of pretrial programs and national statistics on effectiveness; assistance to jail regarding development/implementation of a risk-based booking decision making system (as opposed to the present matrix, which is based on booking offense only). Hiring is currently under way for the second supervision officer.

PROGRAM SPACE CONSTRUCTION

PS: 1.01: Describe the process for determining the need for program space.

Humboldt County determined the need for program space by conducting a series of meetings with the Community Corrections Partnership's (CCP) and on-going discussions between the (a) Sheriff, (b) Probation, (c) DHHS, (d) local drug treatment service providers. During these meetings and discussions, the stakeholders examined current jail and non-custody treatment and other offender programs to determine their efficacy, identify gaps/deficiencies, and decide how to address deficiencies and other service options that should be implemented in the proposed Humboldt Community Corrections Reentry Resource Center. The meetings took place over several months and provided the stakeholders the opportunity to provide input and express ideas regarding the availability of services and how services could be implemented or expanded to the criminal justice system.

Early discussions with the CCP when AB 109 was initially enacted also formed the basis for the CCP's funding of the Probation Department's Day Reporting Center concept which subsequently was implemented in an old, vacated title company building located in downtown Eureka, about one block from

the Jail. The Sheriff also examined the needs of in-custody AB 109 and local offenders, in particular the lack of mental health and drug counseling clinical support spaces needed to expand treatment and counseling for jail inmates suffering from chronic substance abuse and/or a mental illness. This examination also formed the basis for adding a medical/mental health suite, other vocational spaces and additional program areas to serve the proposed Humboldt Community Corrections Reentry Resource Center Project that would be directed to in-custody populations and expanding out-of-custody offender population being supervised through the SWAP, Sheriff/Probation's Pretrial OR Supervision Program (including Electronic Monitoring Program) and Day Reporting Center.

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.

Currently, offender programming in HCCF takes place in relatively small single classrooms attached to each housing unit. The multi-purpose space can only hold approximately ten individuals at a time, which restricts the number of offenders who can take part. Available classes and programs include (a) Spirit of Freedom Ministry, (b) Arcata Interfaith Choir, (c) Full Gospel Choir, (d) GED classes, (e) Effective Parenting, (f) Job Readiness, (g) Substance Abuse Prevention and Anger Management, (h) AA/NA, (i) Celebrate Recovery Ministry, (j) Framework for Recovery, (k) Drug Court Groups, (l) meditation, and (m) knitting. These core services are available to both male and female detainees. The Jail's inmate programs are offered and delivered on a scheduled basis seven days a week. All classes are available on a first-come, first-serve basis, but may not be available based on an offender's classification level.

Pretrial/supervised release program offenders are also linked/referred to identified services through the Day Reporting Center in an effort to reduce risk to reoffend pending adjudication (mental health/drug assessments, vocational assessment, housing assistance, etc.) and to remove barriers to appearing for hearings.. The other major source of criminal justice services currently occurs through the Probation Department's new Day Reporting Center. This program is directed from leased space in an older facility

located close to HCCF and the Courthouse. The programs offered to the supervised probation population are coordinated jointly between Probation and DHHS, which have come together as a multi-disciplinary team of treatment professionals and service staff who are providing both jail custody and community-based services to the Probation Department's caseloads. The DHHS services include assessments, mental health, medication management, alcohol/drug counseling, jobs/education assistance, and development of transitional discharge plans. With respect to inmate healthcare and mental health services, the DHHS oversees the healthcare needs and is responsible for delivering crisis mental health services to the HCCF inmate populations. DHHS also provides drug and alcohol abuse services to the inmate populations.

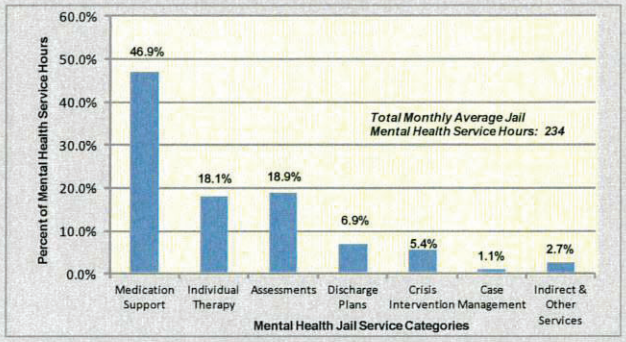
There has been a total of 1,229 unduplicated inmates seen by the mental health staff since Realignment went into effect in October 2011. This represents an average of 85 inmates receiving mental health services each month. Each inmate has had an average of two contacts with the clinical staff. Mental health staff spend an average of 234 clinical service hours with these inmates in an average month. Nearly 18.1% (42) of the average monthly clinical hours are devoted to individual or group therapy and 25.4% of the hours are devoted to offender evaluations, case management, and crisis intervention services. The psychiatric nurses devoted an average of 110 hours (46.9%) to medication support. The remaining clinical time was used to develop inmate discharge plans and other indirect services.

A review of the type of diagnosis associated with inmates seen by jail mental health personnel each month shows that 47.9% of the inmates staff handled in a typical month were being seen because of issues related to mood disorders and 15.8% were diagnosed with a psychotic related disorder. Approximately 10.1% had identified substance abuse issues as a primary diagnosis. The remaining inmates processed through the jail's mental health services program had other disorders, anxiety problems, or were diagnosed as experiencing Post Traumatic Stress Disorders. **Nearly 54.8% of the jail inmates mental health clinicians are treating each month have a secondary drug or alcohol diagnosis.**

Type of Jail Mental Health Services Provided at HCCF
October 2011 - December 2012

HCCF Mental Health Service Hours

	Hours	Percent
Medication Support	1,655	46.9%
Individual Therapy	636	18.1%
Assessments	664	18.9%
Discharge Plans	243	6.9%
Crisis Intervention	189	5.4%
Case Management	39	1.1%
Indirect & Other Services	96	2.7%
Total	*3,522*	*100.0%*



Source: Department of Health & Human Services, Mental Health Branch, Jail Services Monthly Reports, October 2011 - December 2012

DHHS total mental health staff jail inmate contacts and service hours have increased at HCCF. The calendar year changes reflected the following trends:

DHHS Mental Health Jail Inmate Contacts and Service Hours
2010 – 2012

HCCF	2010	2011	2012	% Change 2010 - 2011	% Change 2011 - 2012
Inmate Mental Health Contacts	3,609	4,614	4,867	27.9%	5.5%
Service Hours Provided	2,104	2,633	3,108	25.1%	18.0%

With the CCP AB 109 funding allocation, DHHS has been able to develop a mental health, substance abuse, and employment services component at the CCRC (Day Reporting Center). The intent of adding this caseload to the agency's treatment functions is to reduce the number of offenders failing probation or ending up in a crisis situation due to failures-to-appear, lack of sufficient treatment, or medication support that may occur with routine referrals to the DHHS Mental Health Branch. Mental health staff also carry out weekly treatment team meetings to review progress, discuss offender profiles and continue to improve offender treatment plans. Additional services DHHS staff are providing include (a) alcohol and other drug services, (b) medication support services, and (c) mental health and substance abuse treatment using Integrated Dual Diagnosis Treatment.

DHHS Behavioral Health Services Referrals, Assessments and Treatment Trends for AB 109 PRCS and Mandatory Supervision Offenders October 2011 - December 2012						
	Probation Community Corrections Resource Center (CCRC)					
	Behavioral Health Assessments			Behavioral Health Treatment		
Month / Year	Total Referrals	Behavioral Health Assessments	Alcohol & Other Drug Assessments	Medication Support / Individual Therapy Contacts *	Community Outreach Services	Total Hours of Behavioral Health Treatment Provided
Total	***177***	***96***	***150***	***734***	***262***	***1,605***
2012 Monthly Ave.	***14***	***7***	***13***	***61***	***22***	***129***
Recent 6 Month Ave.	***18***	***8***	***15***	***91***	***37***	***194***

HumProgressRpt/Table34

Source: Department of Health & Human Services, AB 109 Community Corrections Resource Center (CCRC) Monthly Client Tracking Report

A review of the type of diagnosis associated with PRCS and mandatory supervision offenders seen by DHHS mental health personnel each month shows that 49.2% of the probationers staff handled in a typical month were being seen because of issues related to mood disorders and 9.3% were diagnosed for Schizophrenia. Approximately 15.8% had identified substance abuse issues as a primary diagnosis. The remaining probationers (25.4%) processed through the CCRC Mental Health Services Program had other disorders, anxiety problems, or were diagnosed as experiencing Post Traumatic Stress Disorders. DHHS and Probation have also placed 123 probationers in local drug treatment programs. Currently, 74 (60.1%) are actively participating in treatment or have completed the treatment program.

Because of the high need for vocational and job readiness supports for offenders, DHHS is also developing at the CCRC a comprehensive job / employment assistance program for the PRCS and mandatory supervision probation AB 109 offenders. The program includes work readiness assessments, classroom instruction, as well as staff assisted self-paced daily activities, one-on-one vocational coaching, assistance in all aspects of a job search, and vocational training workshops.

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.

The least restrictive alternatives in place include (a) Jail Release Matrix, (b) Sheriff's Work Release (SWAP), (c) Sheriff/Probation Pretrial OR and Supervised OR Release Program (GPS Monitoring), (d) Day Reporting Center, (e) contract drug/alcohol residential/non-residential programs, and (f) other intermediate

sanctions including alternative Court sentencing, flash incarceration, and split sentencing. Collectively, these programs give the Sheriff, Probation, and Superior Courts a continuum of least restrictive options when making jail release, sentencing decisions, or when responding to violations involving incarcerated or out-of-custody felony/misdemeanor offenders supervised in the community.

Humboldt County Correctional Facility (HCCF)
Changes in Pretrial and Sentenced Felony / Misdemeanor Jail Population
Average Daily Jail Inmate Population (ADP) January - June 2013

Year	*Pretrial ADP*			*Sentenced ADP*		Total Sentenced ADP	Total Felony	Total Misdemanor	Total Jail System ADP
	Felony	Misdemeanor	Total Pretrial ADP	Felony	Misdemeanor				
January	242	12	254	100	15	115	342	27	369
February	221	15	236	111	20	131	332	35	367
March	201	15	216	129	17	146	330	32	362
April	215	18	233	117	21	138	332	39	371
May	228	16	244	113	23	136	341	39	380
June	217	12	229	128	18	146	345	30	375
Ave. Yearly Inmate Pop. (ADP)	***221***	***14***	***235***	***116***	***19***	***135***	***337***	***33***	***370***
(%) Percent	***94.0%***	***6.0%***	***100.0%***	***85.4%***	***14.1%***	***100.0%***	***91.2%***	***8.9%***	***100.0%***

HumboldtNA1/Tables&Chts/Table31

Through these alternatives, the Humboldt criminal justice system is able to forego prolonged incarceration in the County Jail by relying on "core" multi-faceted program strategies that include (1) custody diversion programs, (2) community supervision, (3) evidence-based assessments, treatment / programming, and (4) a continuum of intermediate sanctions for program violations for local and AB 109 (N3) parole and PRCS offenders. The importance of these programs is highlighted in the previous table.

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.

In-custody programming is extremely limited by the population classification system and the overall lack of reentry programming space in the current jail footprint. The ability to isolate a group that could do programming in a single part of the jail is made far more complicated because of the current layout. It is difficult to isolate a specific housing unit for transitional reentry programming, for example, because of the classification barriers. The shortage of jail space also leads to a lack of efficacy in the classes/services as well as an inability to maintain a consistent programming schedule and attendance because of a mix of volunteer programs coming more or less regularly and other paid regular programs with assigned staff.

With expanded space configured into a new centralized Community Corrections Resource Center located adjacent the existing jail, the County can pursue and implement the evidence-based assessment processes, treatment interventions, offender reentry assistance, and community supervision objectives the Humboldt CCP justice system and supporting service agencies want to establish. By constructing new medical/mental health staff areas proposed in the project, the mentally ill population will be better served because the limited compliment of correctional health/mental health clinicians and support staff will be better able to focus their assessments, case management, and overall monitoring of these high-risk offenders. This will improve overall safety for this population and help enhance service delivery.

PS: 1.05: Describe the approach taken to determining the kind of programming that will take place in the new program space.

Humboldt's CCP membership and justice agency stakeholders came together when the AB 109 Realignment Law was enacted through a sub-committee planning process to determine the kind of programs and service interventions that would be most effective and have the greatest impact in increasing treatment support for high-risk offenders while improving offender recidivism. Agency staff examined data compiled through Probation's STRONG assessment process and other information accumulated from jail staff and local mental health, medical, residential treatment providers, adult education, and social service agencies who routinely interact with offenders and their families. The stakeholders also reviewed the multiple reasons for recidivism and identified the lack of transitional services to assist offenders in integrating back into the community as a primary reason recidivism rates have remained high. This discussion formed the basis for the parameters around which the agencies determined which programs and services should be offered. In addition, the agencies examined the various funding sources that could be leveraged to maintain the proposed services to ensure the viability of the planned programs.

The discussions and analysis of the data clearly demonstrated that offenders placed in local County Jail custody, community supervision, and treatment programs have high needs in the area of (a)

substance abuse, (b) mental health issues, (c) lack of vocation/educational skills, (d) post-release homelessness, (e) job development and supportive employment, (f) medical issues, (g) psychotropic medication management and monitoring, and (h) help in accessing and completing eligibility documentation for Federal/State financial assistance programs.

PS: 1.06: Provide information and data supporting the County's need for program space.

The offender risk and needs assessment data reviewed by the Sheriff and other local justice agencies shows there is no single category of offenders. Education levels, work history, job readiness, drug and alcohol abuse history, and physical/mental health issues vary widely. What the analysis shows, however, is that two out of five jail inmates have not earned a high school diploma or a General Education Development (GED) certificate. Three of every four offenders released have a substance abuse problem and more than one out of three report some form of physical or mental disability. Fifth-five percent have children under the age of 18 who often depend on them for some financial support. Only one out of five have had sustained employment. These deficits and limitations create substantial challenges for people who are released from jail into the community. Other data compiled in the Needs Assessment study also shows the level of programming and services at the jail is continually encountering pretrial and sentenced inmates needing mental health and healthcare services.

PS: 1.07: Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population.

Beginning with the County's CCP Realignment Plan and continuing with the policies and program priorities of the Sheriff and Probation has been the need to use and expand alternatives to incarceration programs and non-custody alternatives whenever possible so as to maximize offender success and reduced jail crowding without compromising public safety. The agency's programming embodies evidence-based assessment principles and includes increasing these services to incarcerated inmate populations and offenders participating in expanded alternatives to incarceration and non-custody diversion

programs including Electronic Monitoring and Day Reporting Center. Each program and incarceration alternative strategy the two Departments have put into place are concerned with (a) maintaining community safety, (b) increasing treatment support for higher risk supervised offenders, and (c) improving offender program completion rates while minimizing probation and program violations.

Each Department is also committing staff resources to further identifying and rerouting suitable inmates from custody beds to treatment programming and community service in an effort to further manage the jail's daily population counts. The Sheriff is particularly aggressive in their approach to monitoring and find inmates who can be released. The Department's goal is to maintain the most appropriate population in incarceration alternatives by continuing to use a thorough screening process upon entry to the jail to aid in ensuring participants are a minimal risk to public safety. A second and important goal of both Departments is to build and facilitate research-based "best practice" reentry services that both custody and non-custody offenders and probationers can take advantage of. Success with these efforts is viewed as a productive way to reduce recidivism and decrease the jail population.

PS: 1.08: Describe the need for programming that could assist with the jail management.

Humboldt County recognizes that providing a diverse and proven range of programs to incarcerated inmates and non-custody offenders is vital to the overall management of the County's only jail facility. Jail programs provide a positive and substantial effect on the level of tension in the detention facility and impact recidivism after release. Research is showing and exemplary community corrections program models now operating in some counties that new interventions and directed treatment like cognitive behavioral counseling using trained facilitators can positively change offender behavior and thinking by making alternative life choices. Currently, our County operates a Day Reporting Center out of an old leased title company building, which has serious building constraints and limited space. By contrast, the proposed newly constructed Community Corrections Reentry Resource Center multiple in- and out-of-custody program rooms would provide much needed educational and reentry program opportunities for the

entire jail population and out-of-custody offenders and probationers living in the community. By adding additional vocational training space and combining the administration of existing alternative programs in one centralized building, these new program spaces will serve a much greater portion of the local offender population with expanded offerings and many more hours of program participation.

With a new SB 1022 funded facility, the County will be able to effectively offer programs and services reducing the operational strain on Main Jail operations while improving the overall welfare and safety of inmates, the public, and staff. This project will also provide the County's Court system with more options, intermediate sentencing sanctions, and alternatives involving both pretrial and sentenced offenders.

2. SCOPE OF WORK

ALL PROJECTS

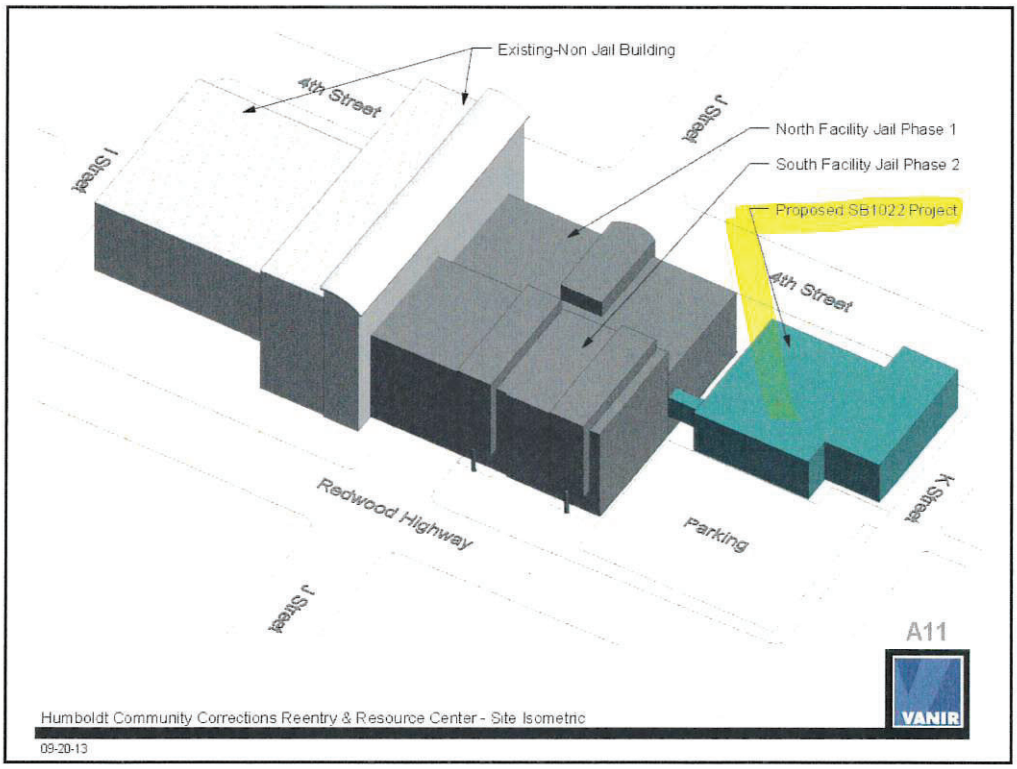
A: 2.01: Detail the full scope of work that is the subject of this proposal, including a comprehensive description of the number and types of beds (if any), program spaces, and other core and ancillary spaces; indicate whether this is new stand-alone construction, an addition to any existing facility, or space that is being remodeled or renovated.

The Humboldt County Community Corrections Reentry Resource Center Project is a 24,911 SF multi-purpose facility that will accommodate a variety of functional uses. Although the facility will be located adjacent to HCCF and primarily operated by the Sheriff's Office, overall management of the new facility is a collaborative partnership with Probation, DHHS, contracted services providers, and the Courts. The conceptual design provides the spaces to accommodate the various agencies and functions with the flexibility to address current and future offender program/service needs.

The building will consist of two stories. The first floor will respond primarily to out-of-custody offenders and will contain public areas, shared reception, toilet rooms, elevator, conference rooms, officer's work stations, classrooms, group rooms, storage, janitor's closet, electrical room, IT space, break room,

interview rooms, and circulation corridors. The second floor will house community reentry offenders during non-work hour work programs. The housing is designed for flexible separation of inmate populations.

The housing area will include outdoor exercise, dayrooms, showers and toilets, program rooms, medical screening room, mental health offices, work room, reception, break room, dental space, and medication storage room. The outdoor exercise yards will be covered and fresh air louvered to allow year-around activities during all seasons. The building will be primarily independent of the existing jail and all services and systems will be new and dedicated to this project. A secure circulation bridge will connect the new facility to the existing jail facility for laundry and meal service. The building will be served by an adjacent parking lot of approximately 35 – 40 parking spaces.



The adjacency of this new project to existing Jail provides the opportunity to serve the campus and reduce current problems with contraband control. The Mental Health function included within the expansion concept will also supplement and replace portions of the existing areas at the adjacent Main Jail.

The current mental health area at the Jail is extremely undersized to serve the current population. There is relatively little to no administrative space at the existing facility. The adjacency of this new project provides the opportunity for provider staff to serve both facilities. The conceptual design provides a variety of spaces to accommodate the various functions of a suite.

Probation's Day Reporting Center (DRC) will be located on the site where out-of-custody offenders and public have clearly identified access and distinct separation from any secure portions of the campus. There are primarily two distinct functional uses in the DRC including an administration area for staff and programs for out-of-custody treatment. A critical component of the new building is the Sheriff's project area for assigned offenders to receive their work assignment and is conveniently located on site with separate entry. The space is intended to consolidate administration and monitoring of all criminal justice alternative programs the agencies are managing.

A primary area within the new facility is the Reentry component and support services. The new expansion includes beds/bunks, but particular transitional beds that accommodate a specific inmate profile that can benefit from structured programs prior to returning to the community. The in-custody beds can also be used for additional classifications. There is one 30-bed and one-10-bed dormitory style housing units mirrored in plan to each other. The plan is to utilize an indirect supervision model at a fixed position for staff efficiency. The podular dormitory design of the housing will provide the facility segregated dormitories with additional flexibility for security and classification purposes. Multiple program rooms (3) are currently envisioned to allow a variety of intense and structured programs be implemented. ***(See Appendix B: Aerial Overlay, Site Plan, and Space Layout for the Humboldt County Community Corrections Reentry Resource Center)***

BED CONSTRUCTION

B: 2.01: Describe the planning process that resulted in this bed construction scope of work.

Humboldt County contracted with the Criminal Justice Research Foundation and Vanir, Inc. to conduct a 2013 Jail Needs Assessment. Information from the Assessment demonstrated a priority need to construct additional rated beds for separate dedicated reentry housing for male/female detainees. Because of limited program and other local resources, the consultants recommended the proposed project be constructed behind and adjacent to the existing jail. The proposed project would accommodate a Day Reporting Center (DRC) and administration area that consolidates Probation's AB 109 functions, DHHS mental health, and substance abuse support service providers, and Sheriff's staff so that they can effectively collaborate and integrate programs including an expanded Sheriff's (SWAP) Work Release with added vocational training components and custody reentry housing.

B: 2.02: Describe the relationship between stated needs and the planned construction.

A key component of the project will include a continuum of reentry services that starts in the County Jail when AB 109 and other local inmates transition into the community. Currently, inmates will leave the jail facility with little or no follow-up assistance. Most need assistance with employment, housing, drug use or other problems before they were booked into the jail and most still have service needs when released from detention. The planned construction will give the Sheriff's Office its very first opportunity to develop and implement a "step down" housing arrangement with appropriate program space for reentry services. The housing and programs will provide an extraordinary amount of flexibility in addressing identified offender service needs. The services will target factors that are linked to reoffending such as substance abuse, anti-social personality and hostility or anger. The discharge process would begin at least 30 – 45 days prior to release. The discharge interventions would include assessments, employment preparation classes, assistance with transportation, housing, and securing the identification documents which will aid in determining eligibility for other key financial support services.

The Sheriff, Probation, DHHS, and other members of the CCP have identified the development / implementation of jail reentry service programming as a top priority need. The planning process for the 40-

bed new reentry housing unit was thoroughly discussed and resulted in this project application. This new reentry housing will also allow the jail to focus these vital services to all inmate classifications and would give the jail capacity to also temporarily house and extend these services to program violators who are rebooked into the jail who can benefit from these additional services. This will allow staff to use existing beds more effectively and integrate program space across custody levels in order to reduce recidivism.

B: 2.03: Describe the anticipants beneficial outcomes of the new bed construction.

The project addresses major space and efficiency needs in the Humboldt Jail and will extend the useful life of the facility another 30 years, avoiding the need to construct a much more expensive and costly custody beds. Consolidating the various programs and alternatives into one central location and making a one-stop-shop approach available for inmates, agencies, and service providers will improve service delivery, inmate supervision, and will be cost-effective over time. Integrating justice agency support staff in one location and facility is more efficient to operate, particularly in minimizing Sheriff's operational costs.

The proposed project clearly aligns with the legislature's approach and expectations for how counties should handle and process the new AB 109 Realignment offender populations. The programming and inmate support spaces designed for the project incorporates what criminal justice research is showing will aid in reducing offender recidivism and controlling crime in local jurisdictions. The project also will provide the County's Court system with more options, intermediate sentencing sanctions, and alternatives involving both pretrial and sentenced offenders.

B: 2.04: Define the staffing that will be required to operate the new construction.

The Sheriff's Custody Division has estimated that the staffing levels for the new stand-alone Community Corrections Reentry Resource Center 40-bed transitional housing unit would require 15 Correctional Officers. These staffing levels have been reviewed with the County Administrator and Board of Supervisors as part of the SB 1022 Resolution approval process.

Community Corrections Reentry Resource Center

Detention:

- 5- Senior Correctional Officers
- 10- Correctional Officers I & II

Total SB 1022 Reentry Housing Staffing Positions: 15

PROGRAM SPACE CONSTRUCTION

PS: 2.01: Describe the planning process used to develop the design for the construction of program space.

The planning process for the proposed program space included several stakeholder meetings with staff from Probation, the Sheriff's Office, DHHS, and CCP. These meetings resulting in a consensus about the need for the centralization of multiple services in a single location. The optimal rotation and use of group and classroom spaces, as well as the need for confidential office space for therapy, case management, and eligibility under the Affordable Care Act and public assistance services was discussed. The decision was made to make the planning process a continued priority between all departments and providers involved in the programming services. If awarded funding, the next steps will be the development of memorandums of understanding, (MOUs) protocols, and outcome measurements for future evaluation regarding the effectiveness of the proposed programs.

PS: 2.02: Describe the relationship between stated needs and the proposed program space construction

The County's consultant team have specifically identified a need to expand (1) mental health counseling, (2) cognitive behavioral programming, (3) staff provider support areas, (4) inmate services, and (6) outdoor recreation in the jail. Additional male and female transitional reentry housing is also needed to alleviate current crowding in the facility. The proposed project includes new and expanded medical, mental health, education, drug counseling, life skills development, employment preparation, and inmate reentry services / programming space. One 30-bed and one 10-bed male and female dormitory housing units with three dedicated inmate program support areas and outdoor recreation would be

constructed in the project. The project also accommodates secure staff parking, reduces traffic and deliveries to the Main Jail, and more clearly defines the public and secure areas around the jail site. This will simply the overall management and security of site related issues.

PS: 2.03: Define the features of this program space construction that make it suitable for the intended programming.

The Day Reporting Center portion of the facility is a multi-purpose area that will accommodate a variety of functional uses. Although the facility will be located adjacent to the Main Jail, it will have adequate separation, and its own entry identity. The conceptual design provides a variety of spaces to accommodate the various agencies and functions with the flexibility required to operate current and future programmatic needs. The Day Reporting Center and Sheriff's alternative programs will be located on the site where out-of-custody inmates and public have clearly identified access and distinct separation from any secure portions of the campus. There are primarily two distinct functional uses in the Center; an administration area for staff and program areas for out-of-custody treatment. It will be adjacent to the jail with convenient proximity to allow efficient sharing of resources and coordinating of programs. The in-custody program addition will have direct access to large and small classroom type spaces for inmate programs, with support spaces such as work room, toilet rooms, staff offices, storage, and break room.

PS: 2.04: Describe plans to implement and operate programs in the space.

The Sheriff's Office is responsible for providing a number of mandatory and non-mandatory inmate programs and services. The major inmate programs and services that are provided to pretrial and sentenced male and female inmates incarcerated at the Main Jail include: religious church services, Narcotics Anonymous, Alcoholics Anonymous, anger management, and GED preparation. No evidence-based counseling is provided to inmates that emphasizes cognitive behavioral and social learning therapy combined with motivational interviewing techniques. The Sheriff wants to bring this treatment into the County Jail System. They also want to identify the programs suitable for each individual through validated

risk/needs screening along with classification, orientation and other mandatory programs ordered by the Court. The Sheriff's Office recognizes and is strongly committed to expanding custody services and evidence-based programming for the jail system. The goal is to introduce and provide ongoing dedicated exemplary assessment, evidence-based substance abuse treatment, mental health, and other support services to these incarcerated offenders.

PS: 2.05: Describe the anticipated beneficial outcomes of the new program space construction.

When new program space becomes available, the Sheriff's Office will explore contracting with qualified public and private service providers experienced with risk and needs assessments, evidence-based model counseling, and other interventions that will facilitate the reentry of offenders from the jail to the community. By pursuing these program standards, in-custody dedicated service providers, counselors, and education agencies knowledgeable with offender populations and who are able to deliver "best practices" in the jail setting will begin the process of transitional reentry planning to these offenders who are redirected to community supervision.

The specific best practice programming components that are being considered for introduction and use include (a) assessing the clinical and social needs, and public safety risks of the incarcerated offender population, (b) planning (short- and long-term) for treatment and services required to address the offender's needs, (c) implementation of evidence-based in-custody rehabilitation programs designed to reduce recidivism with adult offender populations, (d) identifying required community and correctional programs that can assist with post-release services, and (e) coordinating the transition plan to ensure implementation and avoid gaps in care.

3. OFFENDER MANAGEMENT AND PROGRAMMING

BED CONSTRUCTION

B: 3.01: Describe how the proposed construction will address the County's offender management goals regarding use of secure detention.

The Sheriff's Office's Custody Division Mission Statement promotes secure, safe, and humane housing for pretrial/sentenced inmates as key elements of its offender management goals. The proposed construction supports these goals by providing:

- ***Range of Housing***: Restores an effective balance of minimum to maximum security housing to address changes in inmate population resulting from AB 109.
- ***Greater Flexibility***: Provides much needed flexibility to effectively manage inmate population and reduce risk of conflict between classifications.
- ***Expanding Program Areas***: Provides greater space to serve incarceration and non-custody population and also provides the flexibility to share program space.
- ***Program Management***: Treatment staff will be provided with adequate offices, records storage, and pharmacy space that is integral to jail operations and core treatment components of the new reentry housing. This will allow staff to devote more time on care of inmates and to deliver treatment more efficiently and cost effectively.

B: 3.02: Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.

The Humboldt CCP is allocating its yearly funding to train justice agency treatment and offender supervision staff, establish evidence-based new assessments, and programming to properly serve and manage local offender populations including those incarcerated and those under community supervision. The funding has brought about the implementation of Probation's Day Reporting Center and staffing to expand the Sheriff's Work/Education Furlough and Home Detention Program jail alternatives. The funding has added mental health and drug counselor clinicians to the jail. Funding has also been provided for Reentry Navigators who will provide pre-release assessment and reentry planning assistance, application for health/social benefits, and direct linkage to identified community supports. The proposed 40-bed reentry housing unit also aligns with the 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.

One of the critical initial activities that takes place at the jail involves the screening for early release offenders (Jail Booking Matrix). New detainees also receive medical screening to determine if there are any significant medical or psychological problems that should be addressed prior to booking. A booking officer conducts an interview using an objective classification form. If the detainee is not released, they are then booked into the facility and receive a separate screening to determine appropriate housing. Daily screening also occurs by an assigned Sergeant with the sentenced population in order to direct AB 109 and other inmates into SWAP or other out-of-custody programs. The goal is to make every effort to incarcerate only arrestees who pose a risk to public safety. In the past two years, the participation rates has significantly increased these programs. The Sheriff is also currently evaluating new validated post-sentence program screening instruments for implementation at the jail.

B: 3.04: Describe the County's planned construction in relation to the expected need for beds in the future.

The project provides much needed traditional "step down" housing for both male and female inmates which is essential to support offender reentry efforts. With these beds and effective programs/services to be developed and directed to the inmate population, the need for longer term custody housing is eliminated as indicated in our Needs Assessment Study.

PROGRAM SPACE CONSTRUCTION

PS: 3.01: Describe how this program space construction will address the County's offender management goals.

The new construction with program space is vital for the County to achieve our offender management goals. A key objective in reaching these goals is to allow for the housing of inmates in a safe, secure manor while facilitating participation in appropriate rehabilitation services. By adding program rooms, the new facility will allow the Sheriff to expand current vocational training which will allow inmates to

learn trades, thereby increasing their chances for employment where they are incarcerated or supervised in the community in one of the alternative programs the County has developed. The Day Reporting Center will allow Probation to move this function out of the old inadequate space and add classrooms and office space to expand and consolidate available services. The new facility will provide dedicated spaces for all our partnering agencies, a conference room large enough to host family reunification events, graduations, other pro-social events, a GED class with a computer lab, a client lounge area, and a designated space for family literacy programming. A specific area for the Sheriff is included in the project for multiple vocational, educational training, and cognitive behavioral group counseling rooms for evidence-based services.

PS: 3.02: Describe how the program space construction aligns with the CCP plan.

The CCP's Public Safety Realignment mission is to implement AB 109 through well-informed offender/probationer case management, bringing about an appropriate blending of criminal justice supervision and evidence-based treatment strategies that maintain, but then improve, community public safety through recidivism rate reductions that ultimately lead to long-term crime rate reductions. A key element that Humboldt's jail system currently lacks concerns jail reentry services for inmates transitioning from incarceration back to their community. The Sheriff's Office and the local CCP have consistently expressed a strong interest to develop and implement when additional dedicated inmate program space becomes available to the jail system, a structured jail reentry housing unit and services program as proposed in this application.

PS: 3.03: Describe the programming to be conducted in the new program space.

The programming to be conducted in the proposed spaces includes (1) evidence-based Thinking-For-a-Change, (2) Moral Reconation Therapy, (3) mental health and suicide prevention, (4) a life skills program, (5) employment preparation and job assistance, (6) substance abuse treatment and counseling, (7) anger management, (8) child abuse and parenting, (9) computer literacy, and (10) a victim impact program. In addition, the proposal includes a plan to provide offenders with access to housing stabilization

services and assistance with obtaining public assistance and other benefit eligibility services. Out-of-custody offenders requiring mental health treatment, individual/group therapy and counseling as well as other supportive services will be able to be served in the new programming space. DHHS staff is also being trained by the University of Cincinnati in their cognitive behavioral therapy substance abuse program.

PS: 3.04: Describe how the program space will foster a quality reentry model and seamless reentry process.

When the new space becomes available, the Sheriff's Office will be contracting with qualified public or private providers experienced with risk and needs assessments, evidence-based model counseling, and other "best practice" interventions that will facilitate the reentry of inmates from the jail to the community. By pursuing these program standards, in-custody dedicated service providers, counselors, and education agencies knowledgeable with offender populations will be responsible for programming that covers five major offender needs areas including (1) academic, vocational and financial, (2) alcohol and other drugs, (3) aggression, hostility, anger, and violence, (4) criminal thinking, behaviors, and associations, and (5) family, marital and relationships. These services will include a structured individual reentry planning process for each offenders who is redirected to community supervision under this new model and seamless reentry program our criminal justice system is pursuing.

PS: 3.05: Describe collaborative partnerships that will provide services within the program space and provide continuity through the reentry and community supervision process.

During the first few weeks after incarcerated offenders return to the community, they are at a heightened risk of rearrest and relapse, making this period crucial for their success. In order to assure a successful reentry program is developed, the Sheriff's Office intends to work with the DHHS, Probation, and an established network of local community service providers to strengthen the linkages between the jail and the service providers. Reentry navigators will also assist offenders in transitional activities from the door of the jail back to the community. This will ensure continuity in the reentry and community supervision process by involving these key community partners early in the design and rollout of the reentry program.

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.

The following local, State, and Federal funding sources will be assessed to aid in the delivery of the programming that will be available at the new Humboldt Community Corrections Reentry Resource Center Project: County General Funds, Public Safety Realignment Funds, Medicaid Administrative Activity Funds, Substance Abuse Prevention Treatment Funds, Mental Health Services Act Funds, Mental Health Medi-Cal Funds, Drug Medi-Cal Funds, and Health and Mental Health Realignment Funds. DHHS Agency will also be reviewing the recently signed Senate Bill 82 "Investment in Mental Health Wellness Act of 2013" for a possible grant to increase local capacity for mobile crisis support, crisis intervention, crisis stabilization, and residential mental health treatment that might aid our criminal justice system.

PS: 3.07: Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.

The County CCP Executive Committee agencies, particularly the Sheriff, Probation Department, and DHHS, have expressed support and are working to bring validated assessment tools into our justice system. We are committed, because it is good public safety policy, to use recognized assessment instruments when assigning both incarcerated and out-of-custody to the appropriate level of monitoring/supervision and matching their identified needs with programs that address the specific criminal risk factors of the individual. The Probation Department's Day Reporting Center is using the Static Risk Assessment Offender Needs Guide (STRONG), which is used on all formal probation, PRCS and mandatory supervision cases to assess static risk level to assign level/type of community supervision. Dynamic risk factors (ONG portion of the tool) are also assessed on probationers on active supervision caseloads to direct case plan development to identify/address the criminogenic factors posing the highest risk for recidivism. The County Jail is also currently reviewing a process which would extend the STRONG assessment process particularly involving offender dynamic risk factors when determining what interventions or services should be specifically directed to individual male/female offenders. Our criminal

justice system also understands this is only the first step in linking services to the assessed needs of offenders. Custody programs and community resources must also deliver high quality, effective programming with fidelity to proven methods. By adhering to principals of risk-need-responsivity with offenders, the CCP has begun allocating appropriate local funding to create quality programming across a number of areas, which should give our justice system better outcomes over time.

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.

From the inception of our CCP, and particularly the Sheriff and Probation Department, have made utilizing evidence-based interventions as a top priority in each program the agencies are involved with or are in the process of developing. The Department's are relying on research to identify the most cost effective, evidence-based practices that have been shown to lower recidivism, victimization, and probation failure. In terms of risk, the justice system is targeting resources to the highest susceptible risk offenders using assessment tools when applying supervision, case management, and treatment to inmates and out-of-custody offenders. Where possible, our existing and proposed new programming will apply interventions that target an offender's particular criminogenic needs. These areas are dynamic and can change and include such factors as (a) antisocial attitudes and beliefs, (b) antisocial peers, (c) antisocial personality pattern, (d) lack of positive family support, (e) low levels of education or employment success, (f) lack of pro-social leisure activities, (g) substance abuse, and (h) impulsivity.

Programming interventions are being applied based on an offender's characteristics developed from the assessment instruments when staff establish program referrals or treatment approaches to deal with mental health, medical, substance abuse, and other pressing factors that may affect individual offender outcomes. Our Probation and Sheriff's Office, as well as DHHS, are using behavioral focused, counseling to help guide offenders in acquiring new skills and behaviors that research shows is effective when combined with structured social learning approaches in an intervention model. Our CCP has also

established a working group to develop program tracking and monitoring of these new services to ensure fidelity, and track performance, as well as participant outcomes.

PS: 3.09: Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).

Qualifications our agencies are relying on for program specialist include possession of a Bachelor's Degree or equivalent; demonstrated experience in the development and implementation of successful justice intervention programs; experience working with at-risk offender populations; and experience working with multi-agency teams. A typical qualifying background would include casework and social sciences, psychology, and criminal justice or related field. A qualified staff will possess skill and ability to successfully supervise and motivate clients; utilize behavior management approaches; and conduct academic and service need assessments.

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.

The target custody population will be determined by the jail inmate classifications. Offenders in custody for more than a few days will have the ability to receive of programming that assessments show they need. The Day Reporting Center will continue to supervise an ADP of 150 probationers in the community, and the Sheriff's SWAP Programs will likely have at least another 50 - 75 offenders participating in new groups and other vocational training classes that can be offered through this expanded program space.

4. ADMINISTRATIVE WORK PLAN

4.01: Describe the plan for project management and administration, including key positions and responsibilities.

Humboldt County has an experienced in-house construction planning and administration team that has the ability to successfully manage this capital expenditure project. The County will supplement their staff with the contract services of a construction management (CM) firm. The County's Construction

Manager will be Tyler Holmes, Deputy Public Works Director – Facilities Management, who will serve as the County's designated Project Manager and will be responsible for ensuring that all phases of the construction work are coordinated throughout the project delivery process. Josielyn Gilbaugh, Deputy Public Works Director – General Services, will be the project Fiscal Officer, who will manage fiscal expenditures, reporting, and ensure the building construction remains within set budget. Captain Ed Wilkinson of the Humboldt County Sheriff's Office, will be the designated SB 1022 contact person.

County staff have developed a project administration system that utilizes both proven monitoring and control protocols. Each project is constructed using qualified staff consultants in a "team approach" throughout its development. The County and its consultants have extensive experience with major projects, including adult detention facilities, and will use a management approach similar to other successful major construction projects. The County also has scheduling, budgeting, and cost accounting software in place to aid in the success of this project.

Designated County staff will respond to the BSCC on all contract matters and the selected Project Design Architect will respond to all minimum standard issues. An integrated project delivery process will be used for programmatic and quality control delivery in which the County, construction management team, consultants, and all stakeholders (Sheriff, Probation, and Department of Health and Human Services) are involved to review the drawings and the performance of all consultants retained for the project. In addition, the construction management firm will monitor, schedule, and coordinate activities on behalf of the County and Sheriff's Office. ***(See Appendix C: Humboldt County Construction Management Monitoring / Control Delivery Process and Procedures Charts)***

A single General Contractor will be responsible to organize the construction workforce, order materials, establish a quality control program, and schedule the work of all trades including mechanical, plumbing, and electrical, in a logical order. The Construction Manager, jail transition team personnel, on-site Inspector, construction management firm, and Project Architect will observe and inspect all completed

construction work. Following substantial completion, Sheriff's Custody, Probation, and Department of Health and Human Services (DHHS) personnel will transition into the functional spaces and train staff. The local fire department will inspect and verify operation of the fire safety equipment. Upon completion of any corrective work, inspections, and audits, final payment will be made to the General Contractor.

4.02: Describe the current state of the County's project planning process.

Humboldt County has completed the initial programming, conceptual site design, and space layout for the Sheriff's Office, Probation Department, and DHHS agency components of the SB 1022 Humboldt Community Corrections Reentry Resource Center Project. Because the project is an expansion of the existing County owned parcel adjacent to the Main Jail, it's anticipated that completing the CEQA process should not be an issue.

4.03: Describe the County's readiness to proceed with the project.

The County owns the land for the project, has access to the financial resources for the County match, has completed the programming and conceptual planning process, and has assembled the County staff and project transition team essential for the successful completion of the Humboldt Community Corrections Reentry Resource Center.

4.04: Describe the construction project timeline.

Upon notification of the BSCC Conditional Award, the County will work quickly to finalize the Real Estate Due Diligence, institute the CEQA process, Site Assurance documents, and complete the contract process to hire a construction management (CM) firm and design group. The required documentation will be presented to the California Department of General Services (DGS) for review and then to the State Public Works Board (SPWB) for the Project Establishment by June 2014. The Schematic Design and Operational Program Statement will be submitted to BSCC/CSFM for review in August 2014. SPWB Plan Approval is scheduled for completion in June 2015 with the SPWB Consent to Ground Lease occurring in July 2015. BSCC/SFM Final Approval is scheduled for November 2015, and the Pooled Money Investment

Board Loan Request in December 2015. The Department of Finance Action to Approve Drawings and Proceed to Bid will be finalized in December 2015. Bids will be received in March 2016, construction will commence in April 2016, and be completed by August 2017. Occupancy and move-in will occur in October 2017. ***(See Appendix D: SB 1022 Detailed Construction Schedule Diagram)***.

5. BUDGET REVIEW AND REASONABLENESS

5.01: Justify the amount of state financing requested for the planned construction.

Vanir Inc. was contracted to provide programming and the conceptual design for the Humboldt Community Corrections Reentry and Day Reporting Center project. The application cost estimates were based on square footages derived from (1) agency staff discussions regarding space needs, (2) acceptable functional use areas/spaces utilized in these types of facilities, and (3) state minimum jail standards. A professional cost-estimate was provided by Vanir's estimating staff based upon the conceptual design, and was escalated to the projected mid-point of construction. The Fees and staff time for the project budget were based upon the scope of the conceptual design and the complexity of the project type. Percentages and allowances were determined by industry averages and/or experience from past construction projects.

5.02: Describe the anticipated benefits/impact of the construction in relation to construction costs (including any fiscal benefits).

Operationally, the proposed project will allow the Humboldt County criminal justice system to consolidate the community's limited, but essential, mental health, drug counseling, employment assistance, life skills, and other important resources for assisting offenders into one primary prominent downtown location. This will bring about a more cost-effective and efficient use of these types of important resources for the Sheriff, Probation Department, and the Courts. The space will allow for expanded growth and integration of other "best practices" services at this site. By co-locating the core justice agencies and offender service programs together as the project will accomplish, there will be even greater opportunity to supervise offenders and address pressing problems including substance abuse, transitional housing, etc.

5.03: Describe steps that the County has taken to minimize costs of this project.

For this project, the County used Vanir Inc, who is a recognized design and construction management firm with extensive jail and other cost effective building experience. The proposed project has been planned with clear delineations between co-located agencies and the buildings security detention areas and other public access spaces. Working with the designer, the Sheriff and County construction staff has explored using innovative, low cost methods for construction, both pre-fabricated and onsite construction, more conventional framing and finishes in non-custody areas, and economies of scale where applicable. Throughout the design process, the County will be seeking to emphasize the least capital cost.

5.04: Describe efforts to leverage other sources of funds (e.g., federal) for program delivery.

In recognition of the need to both implement evidence-based assessments and expand programs to address the broad service needs of the Realignment and other local offender populations, the Sheriff, Probation Department, and DHHS are formally working together to identify and leverage potential sources of funds which are being redirected or committed to the Humboldt County justice system. The agencies have been able to obtain or expand existing funds through AB 109 funds, Drug Medi-Cal funds, and 1991 Health and Mental Health Realignment funding sources.

5.05: Detail the cost effectiveness of this construction project, including from a population management perspective.

The Sheriff's Department and County construction staff will seek a building design with minimum staffing cost that will translate into the lowest long-term lifecycle cost expense to community taxpayers. The County intends on not only minimizing capital construction costs, but is specifically mindful of the need to minimize lifecycle cost and thus, annual staffing and operations cost of the new facility. The programming and inmate support spaces designed for the project incorporates what research is showing will aid in reducing recidivism and controlling crime. The project also provides much needed transitional "step-down" housing for both male and female inmates that can support offender reentry efforts.

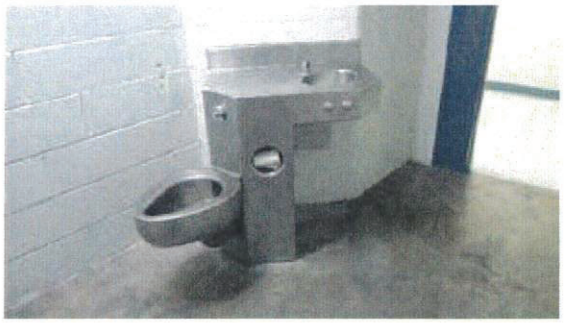
Board of State and Community Corrections
SB 1022 Adult Local Criminal Justice Facilities
Construction Program

Humboldt County Community Corrections
Reentry Resource Center

- ***Appendix A: Photo Layout of Humboldt County Correctional Facility (HCCF)***
- ***Appendix B: Aerial Overlay, Site Plan, and Space Layout For the Humboldt County Community Corrections Reentry Resource Center***
- ***Appendix C: Humboldt County Construction Management Monitoring / Control Delivery Process and Procedures Charts***
- ***Appendix D: SB 1022 Detailed Construction Schedule Diagram***

Humboldt County Sheriff's Office
Eureka, CA

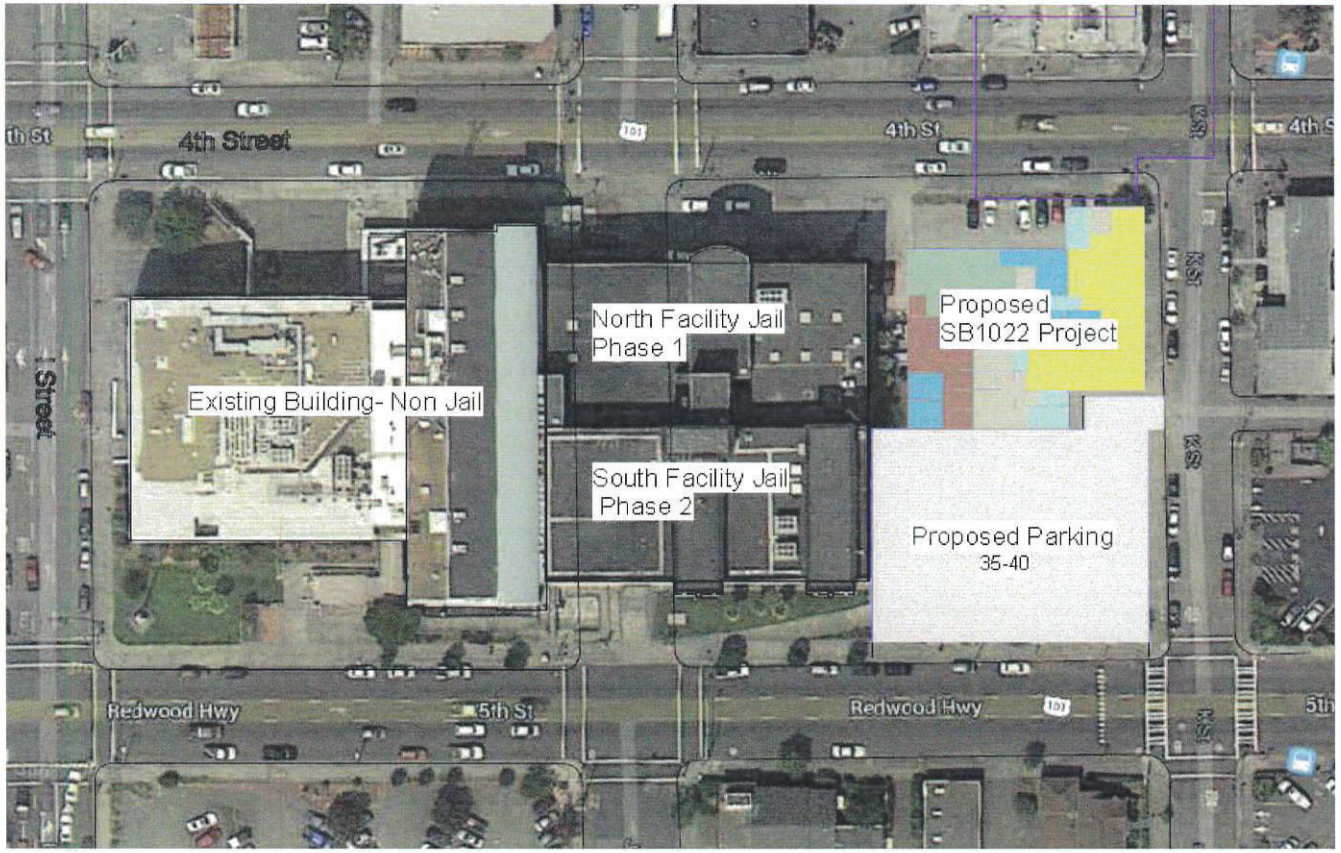
Humboldt County Correctional Facility



Appendix A

Humboldt County Correctional Facility

Appendix A



A12

GRAPHIC SCALE

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VANIR

Humboldt Community Corrections Reentry & Resource Center - Proposed Site Plan

09-20-13

Humboldt County Community Corrections Reentry Resource Center SB 1022 Project Construction Management Chart				
Phase	**Responsible Party**	**Review & Approval**	**Scope**	**Budget & Schedule**
Pre-Architectural	County General Services Sheriff's Office Consultant Environmental Specialist Consultant Planner	Board of Supervisors Board of Supervisors County General Services & Board of Supervisors County General Services & Sheriff's Dept.	Prepare Feasibility Study to determine general parameters for project size, capacity, and function. Study alternatives for conceptual cost and time. Needs Assessment Prepare draft Environmental Impact Study. Board of Supervisors certifies finding. Prepare land use master plan, determine infrastructure needs, building requirements, and Program Statement.	Establish conceptual budget and Schedule. Establish project budget and Schedule documents that become basis for next development phase – Design.
Design	Consultant Architect	Sheriff's Office., County County General Services BSCC Staff	County General Services monitors consultant's design work to assure compliance with the Program requirements and assists the Sheriff's Office to interpret the proposed design solutions. County General Services will perform a quality control review, code check, value analysis, and seek BSCC approval of the design packages.	Budget: The Consultant Architect prepares cost estimates as part of each design phase. The County General Services will review these estimates and direct any design changes that may be needed to keep the costs within budget.. Schedule: County General Services will monitor the Consultant's deliverables to assure they are submitted within allotted times and that milestone completion dates are achieved.
Bidding & Award	County General Services Support: Consultant, Architect County General Services	Sheriff's Office. BSCC Staff Board of Supervisors	County General Services will prepare the bid packages using final construction drawings and specifications prepared by Consultant Architect. County General Services will establish bid requirements and general conditions that comply with public works contracts and BSCC requirements. Bid process will be administered by County General Services. Issues Notice to Proceed	Budget: County will seek input / approval from Sheriff's Office. and BSCC for the final estimates of construction and project costs. After bids are opened, County General Services will review and recommend award as appropriate. Schedule: Bid time period is fixed by County policy. Time is allowed to review the bids and resolve problems or bid protest that may occur. Time periods are closely monitored by the County General Services to expedite the contract award.
Construction	Project / Construction Manager Consultant Testing & Inspection	County General Services Consultant Architect BSCC Staff	Construction Manager will oversee contract work to assure compliance with the approved construction documents. Project / Construction Manager will also manage the approval and change order process with the objective to keep the project within scope. The Consultant Architect, Consultant Testing & Inspections, and County General Services will monitor and enforce quality control.	Budget: County General Services will oversee the contract payment process and track actual expenses vs. the approved budget. Management decisions conditioned upon meeting budget objectives. Schedule: County General Services will monitor contract schedule and assure milestone dates are achieved.
Closeout	Project / Construction Manager County General Services Sheriff's Office.	Consultant Architect Sheriff's Office. BSCC Staff	Project / Construction Manager, Sheriff's Office and Consultant Architect will conduct punch list and final inspections. Corrective contract work will be verified prior to contract closeout. County General Services will coordinate installation of telephone systems and building furnishings. Local Fire Marshal will inspect and test fire and life safety systems. Sheriff's Office provides the Transition Team. On site training of operational staff prior to full occupancy and shake down of facilities is included.	County General Services will arrange for final audit and assist the BSCC with their final inspections.

Board of State and Community Corrections (BSCC)

Appendix C

Humboldt Community Corrections Reentry Resource Center
SB 1022 Key Construction Monitoring & Control Procedures Chart

Project Team Information and Reporting System:

- Information routing
- project workbook
- project submittal process
- correspondence
- document review/approval
- email communication
- memorandum
- mailing procedures
- photographic record
- telephone procedures
- verbal vs. written

Records Management System:

- project filing system
- construction diaries, books
- official project records
- project forms and notices
- central filing location
- contract documents

Fiscal Auditing System:

- progress payments
- contingencies
- procurement system
- payment requests
- project account
- change orders
- quarterly reports

Cost Control and Claim's Avoidance System:

- life cycle cost analysis
- weekly budget review
- weekly progress meeting
- on-going value engineering
- change order review
- schedule review
- progress review
- conflict resolution
- alternative construction
- arbitration
- claims review process
- long-lead materials
- progress payments
- value management
- early completion incentives

Construction Contract:

- construction agreement
- supplemental conditions
- specifications
- manuals
- project forms
- contract documents
- public notices
- product submittal
- general conditions
- drawings
- bidder's information
- "as built" drawings

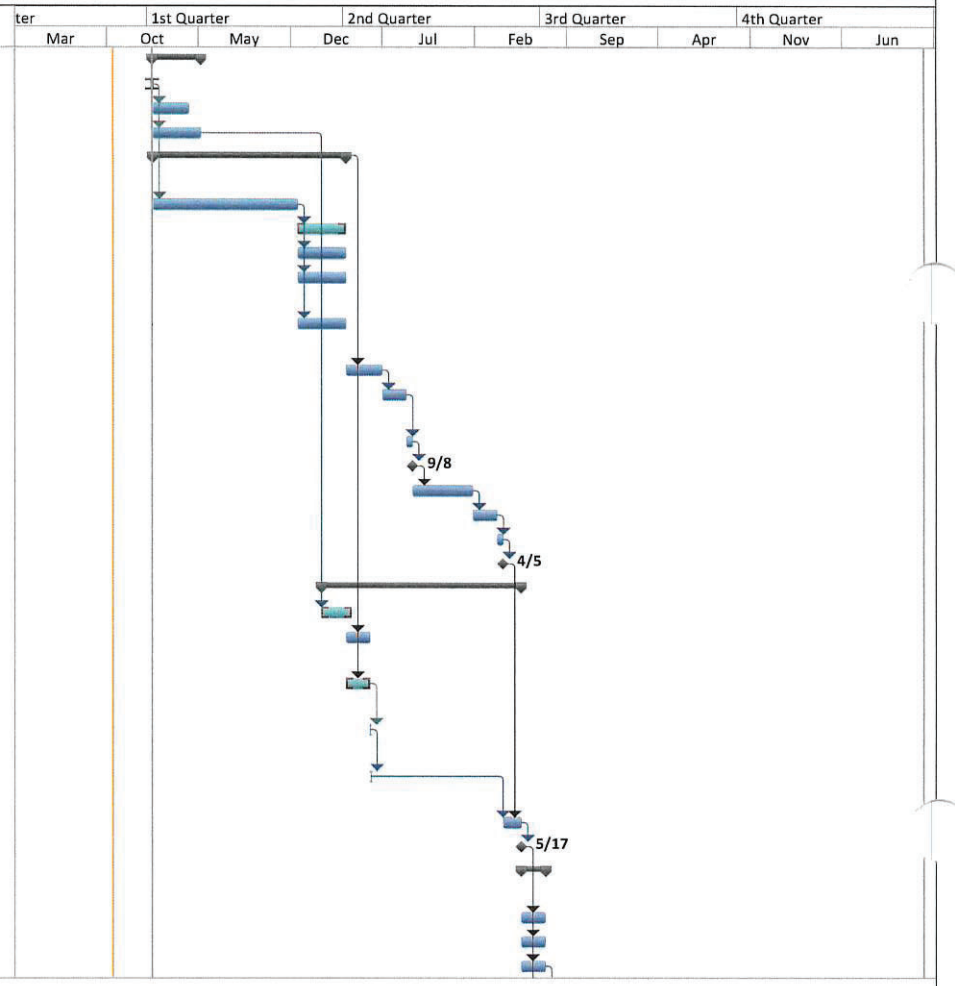
Other Contract Agreements:

- architect agreement
- testing agencies
- project manager
- bonds
- consultant agreement
- inspector
- purchase orders
- insurance
- geo-technical
- construction manager
- warranties

Appendix C

Humbolt Community Corrections Reentry Resource Center Project

ID	Task Name	Duration	Start	Finish	Predecessors	Successors
1	**Project Startup - Notices and Activities**	**81 days**	**Tue 1/14/14**	**Tue 5/6/14**		
2	BSCC Notifies County of Conditional Award	1 day	Tue 1/14/14	Tue 1/14/14		3,4,6
3	County to Submit Site Assurance	3 mons	Wed 1/15/14	Tue 4/8/14	2	
4	County to Submit Real Estate Due Diligence	80 days	Wed 1/15/14	Tue 5/6/14	2	20
5	**Task 1: SPWB Meeting - Project Establishment (within 18 months of award)**	**320 days**	**Wed 1/15/14**	**Tue 4/7/15**		**11,21,22**
6	Pre-Design Phase	12 mons	Wed 1/15/14	Tue 12/16/14	2	7,8,9,10
7	State Development of Project Scope	4 mons	Wed 12/17/14	Tue 4/7/15	6	
8	County Development of Project Schedule	4 mons	Wed 12/17/14	Tue 4/7/15	6	
9	County Development of Cost Estimate by Phase (3-page estimate)	4 mons	Wed 12/17/14	Tue 4/7/15	6	
10	Statement Describing Status of CEQA and Status of any Litigation	4 mons	Wed 12/17/14	Tue 4/7/15	6	
11	**Program Verification / Schematic Design Phase**	3 mons	Wed 4/8/15	Tue 6/30/15	5	12
12	**BSCC Plan Review Submittal (within 24 months of award)**	8 wks	Wed 7/1/15	Tue 8/25/15	11	13
13	Schematic Design on BOS Agenda	10 days	Wed 8/26/15	Tue 9/8/15	12	14
14	BOS Approval of Schematic Design	0 days	Tue 9/8/15	Tue 9/8/15	13	15
15	Design Development Phase (Preliminary Plans)	100 days	Wed 9/9/15	Tue 1/26/16	14	16
16	**BSCC Plan Review Submittal (BSCC / CSFM)**	8 wks	Wed 1/27/16	Tue 3/22/16	15	17
17	Design Development on BOS Agenda	10 days	Wed 3/23/16	Tue 4/5/16	16	18
18	BOS Approval of Design Development	0 days	Tue 4/5/16	Tue 4/5/16	17	25
19	**Task 2: SPWB Meeting - Preliminary Plan Approval**	**331 days**	**Tue 2/10/15**	**Tue 5/17/16**		
20	Due Diligence Approval Letter from DGS	10 wks	Tue 2/10/15	Mon 4/20/15	4	
21	Cash Match Approval (within 18 months of award)	2 mons	Wed 4/8/15	Tue 6/2/15	5	
22	In-kind Match Approval (within 18 months of award)	2 mons	Wed 4/8/15	Tue 6/2/15	5	23
23	County Signs Certification of Matching Funds (within 18 months of award)	1 day	Wed 6/3/15	Wed 6/3/15	22	24
24	County Signs PDCA and BSCC Agreement (within 18 months of award)	1 day	Thu 6/4/15	Thu 6/4/15	23	25
25	Project on SPWB Agenda	6 wks	Wed 4/6/16	Tue 5/17/16	24,18	26
26	SPWB Meeting: Approval of Preliminary Plans	0 days	Tue 5/17/16	Tue 5/17/16	25	28,29,30,32
27	**Task 3: SPWB Meeting - Consent to Ground Lease / Right Of Entry**	**41 days**	**Wed 5/18/16**	**Wed 7/13/16**		
28	Review Project Scope	40 days	Wed 5/18/16	Tue 7/12/16	26	
29	Review Project Schedule	40 days	Wed 5/18/16	Tue 7/12/16	26	
30	Review Cost Estimate (3-page estimate)	40 days	Wed 5/18/16	Tue 7/12/16	26	31

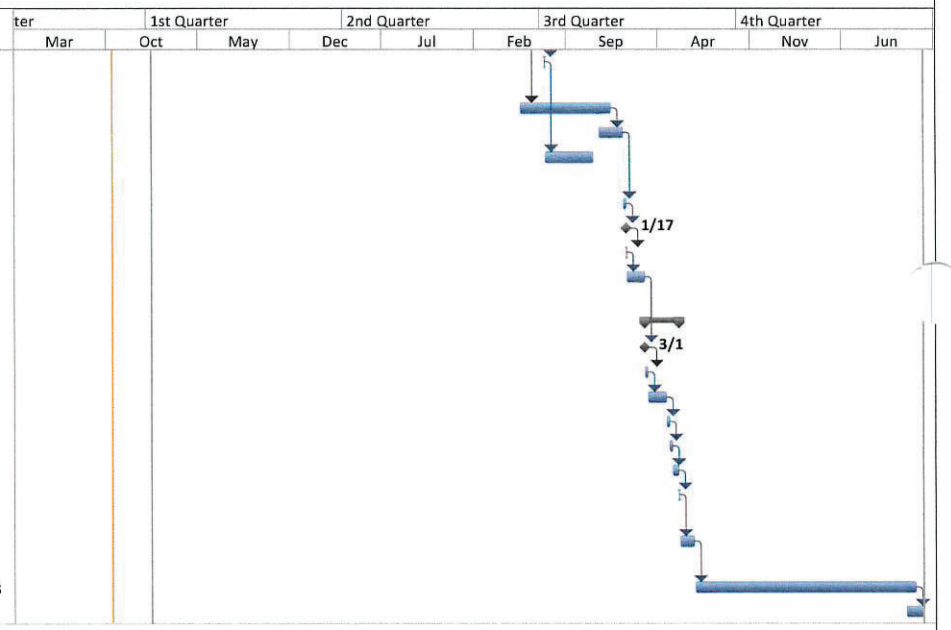


Project: Humbolt County SB 1022
Date: Tue 10/15/13

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

Humbolt Community Corrections Reentry Resource Center Project

ID	Task Name	Duration	Start	Finish	Predecessors	Successors
31	County Signs Ground Lease & Right Of Entry Agreements	1 day	Wed 7/13/16	Wed 7/13/16	30	34
32	**Working Drawing Phase**	150 days	Wed 5/18/16	Tue 12/13/16	26	33FS-1 mon
33	**BSCC/SFM Plan Review Submittal**	8 wks	Wed 11/16/16	Tue 1/10/17	32FS-1 mon	35
34	**Task 4: Pooled Money Investment Board - Loan Request**	80 days	Thu 7/14/16	Wed 11/2/16	31	
35	Secure Regulatory Approvals	5 days	Wed 1/11/17	Tue 1/17/17	33	36
36	Construction Documents on BOS Agenda	0 days	Tue 1/17/17	Tue 1/17/17	35	37
37	BOS Approval of Construction Documents	1 day	Wed 1/18/17	Wed 1/18/17	36	38
38	**Task 5: Finance Action to Approve Working Drawings and Proceed to Bid**	30 days	Thu 1/19/17	Wed 3/1/17	37	40
39	**Bidding & Award**	**57 days**	**Wed 3/1/17**	**Fri 5/19/17**		
40	Notice to Proceed	0 days	Wed 3/1/17	Wed 3/1/17	38	41
41	Prepare Bid Packages	1 wk	Thu 3/2/17	Wed 3/8/17	40	42
42	Bidding	31 days	Thu 3/9/17	Thu 4/20/17	41	43
43	Evaluation of Bids/Issue Intent to Award	5 days	Fri 4/21/17	Thu 4/27/17	42	44
44	Deadline for Bid Protest	5 days	Fri 4/28/17	Thu 5/4/17	43	45
45	Prepare Contract and Board Agenda Item	10 days	Fri 5/5/17	Thu 5/18/17	44	46
46	BOS Conditional Approval of Construction Contract	1 day	Fri 5/19/17	Fri 5/19/17	45	47
47	**Task 6: Finance Action to Award Construction Contract**	25 days	Mon 5/22/17	Fri 6/23/17	46	48
48	**Construction Phase**	366 days	Mon 6/26/17	Mon 11/19/18	47	49FS-16 days
49	Staffing/Occupancy	6 wks	Mon 10/29/18	Fri 12/7/18	48FS-16 days	



Project: Humbolt County SB 1022
Date: Tue 10/15/13

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

AGENDA ITEM NO. C-7

SHERIFF'S OFFICE

COUNTY OF HUMBOLDT

826 FOURTH STREET
EUREKA, CALIFORNIA 95501-0516 PHONE (707) 445-7251

For the meeting of: October 22, 2013

Date: October 8, 2013

To: BOARD OF SUPERVISORS

From: MICHAEL DOWNEY, SHERIFF

Subject: RESOLUTION AUTHORIZING THE SHERIFF TO SUBMIT A GRANT APPLICATION AND PROPOSAL FOR SENATE BILL 1022 CONSTRUCTION OF ADULT LOCAL CRIMINAL JUSTICE FACILITY

RECOMMENDATION(S):
That the Board of Supervisors adopt a Resolution authorizing the Humboldt County Sheriff to execute documents necessary to submit a grant application and proposal as allowed in Senate Bill 1022 (SB 1022), on behalf of the County, to the Board of State and Community Corrections for the purpose of building and operating an adult criminal justice facility.

SOURCE OF FUNDING: State appropriated funds under SB 1022, administered by the Board of State and Community Corrections (BSCC), County Trust Fund Criminal Justice Construction, AB109 funding administered by the Humboldt County Community Corrections Partnership (CCP) Executive Committee

DISCUSSION: Senate Bill 1022 appropriated $500,000,000 for the design and construction of adult criminal justice facilities to be awarded on a competitive basis, statewide. The Board of State and Community Corrections is the agency that will oversee the process and has released the Request for Proposal (RFP) that has identified Humboldt County among the thirty (30) small counties that are eligible to apply for an allocated $100,000,000. Each grant will be capped at $20,000,000 and requires the County to provide a match of up to 10% of the award in cash and/or in-kind contributions.

The Sheriff's Office recently contracted with Criminal Justice Research Foundation & Vanir, Inc, to complete a jail needs assessment (September 15, 2013) because of the impact that Assembly Bill 109 (AB 109) has had on the average daily population. Assembly Bill AB 109 (Public Safety Realignment Act County Jail Prison), when fully implemented, will bring a set of prisoners to the facility with needs that differ from those prisoners in the facility prior to realignment. Criminal Justice realignment has had a tremendous impact, statewide, on county jails. The inmate population and Probationer caseload has changed from lower level criminals to that of a much higher, sophisticated

Prepared by Linda Modell CAO Approval Cheryl Dillingham

REVIEW:
Auditor _____ County Counsel SBB Personnel _____ Risk Manager _____ Other _____

TYPE OF ITEM:
X Consent
_____ Departmental
_____ Public Hearing
_____ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Lovelace
Seconded by Supervisor Bass
And unanimously carried by those members present,
The Board hereby adopts the recommended action contained in this report.

Dated: Kathy Hayes
Kathy Hayes, Clerk of the Board
on Oct 22, 20

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
RESOLUTION NO. 13-75

RESOLUTION AUTHORIZING THE HUMBOLDT COUNTY SHERIFF'S OFFICE TO SUBMIT A GRANT APPLICATION AND PROPOSAL FOR PROPOSAL FOR SB 1022 CONSTRUCTION OF ADULT LOCAL CRIMINAL JUSTICE FACILITIES

WHEREAS, the Humboldt County Board of Supervisors is the approving body to receive the Board of State and Community Corrections (BSCC) funding administered by the State of California; and

WHEREAS, the County of Humboldt has a critical need to expand its jail and other criminal justice facilities and is ready to seek competitive bidding; and

WHEREAS, there is a significant cost to the County of Humboldt to provide a detention facility for those detained by City and County law enforcement entities; and

WHEREAS, Senate Bill 1022 appropriates $500,000,000 in state lease-revenue bond financing authority for acquisition, design and construction, including expansion or renovation, of adult local criminal justice facilities in California; and

WHEREAS, the BSCC, pursuant to the provisions of SB 1022, issued a Request for Proposals related to the Construction of Adult Local Criminal Justice Facilities on July 23, 2013; and

WHEREAS, the County of Humboldt will be submitting its Response to the BSCC's Request for Proposals for Construction of Adult Local Criminal Justice Facilities by October 24, 2013; and

WHEREAS, the BSCC's Request for Proposals requires confirmation via a Resolution of the Humboldt County Board of Supervisors of the County's commitment to and provision for taking certain actions and preparations as part of the County's Proposal; and

WHEREAS, the County of Humboldt is willing and able to take the following actions and preparations as part of its Proposal in response to the BSCC's Request for Proposals for Construction of Adult Local Criminal Justice Facilities; and

WHEREAS, receipt of the funding will enhance the ability of Humboldt County to protect the lives and property of the citizens of the County of Humboldt

THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of Humboldt, State of California that in consideration for significant financial assistance for the Humboldt Community Corrections Reentry Resource Center, the County will or does hereby take the following actions and make the following assurances:

A. The County of Humboldt 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 Humboldt 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") is within the power, legal right, and authority of the County; 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 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.

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

C. 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 Humboldt 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 Chair of the Board of Supervisors, County Executive Officer and the Chief Financial 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 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.

D. The contact people for the SB 1022 Jail Construction Project shall be as follows:

County Construction Administrator – Tyler Holmes, Deputy Public Works Director – Facilities Management.

Project Financial Officer – Josielyn Gilbaugh, Deputy Public Works Director – General Services.

Project Contact – Ed Wilkinson, Captain, Humboldt County Sheriff's Office.

The Humboldt County Sheriff, or his designee, is hereby authorized to create and submit a proposal for SB 1022 Criminal Justice Facility Construction, on behalf of the COUNTY OF HUMBOLDT, a political subdivision of the State of California, and to do and perform everything necessary to carry out the purpose of this Resolution including any necessary non-monetary changes, modifications, or amendments.

E. The Humboldt County Board of Supervisors has reviewed the SB 1022 Criminal Justice Facility Construction Financing Program Proposal requirements issued through the BSCC and provides the following Assurances for the Proposal.

a. The County of Humboldt assures it 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.

b. The County of Humboldt assures it 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.

c. The County of Humboldt 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.

d. The County of Humboldt assures it 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, or 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.

e. The County of Humboldt attests to $625,000 as the current fair market land value for the proposed new or expanded jail facility as reflected in the independent appraisal acquired by the County.

THIS RESOLUTION was passed and adopted by the Board of Supervisors of the County of Humboldt at a regular meeting thereof on the **22** day of **October**, 2013 by the following vote:

A motion was made by Supervisors Lovelace and seconded by Supervisor Bass with the following votes:

AYES: Supervisors: Bass, Lovelace, Sundberg, Bohn

NOES:

ABSENT VOTING: Supervisor Fennell

ATTEST:

Clerk of the Board

By: _____
Deputy

COUNTY OF HUMBOLDT

_____
Ryan Sundberg
CHAIR, Board of Supervisors

APPROVED AS TO FORM:

By: _____
Deputy