

## 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 Kings County	STATE DOLLARS REQUESTED \$ 20,000,000	
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/>
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL <u>OR</u> BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY):		
PROGRAM SPACE <input type="checkbox"/>		BEDS AND PROGRAM SPACE <input checked="" type="checkbox"/>

##### B: BRIEF PROJECT DESCRIPTION

FACILITY NAME Kings County SB 1022 Project		
PROJECT DESCRIPTION Construction of a 24-bed Mental Health Unit, a Culinary Service Kitchen Area, Vocations Space, and a separate Day Reporting Center.		
STREET ADDRESS 1570 Kings County Drive		
CITY Hanford	STATE CA	ZIP CODE 93230

##### C. SCOPE OF WORK – INDICATE FACILITY TYPE AND CHECK ALL BOXES THAT APPLY.

FACILITY TYPE (II, III or IV) II	<input checked="" type="checkbox"/> NEW STAND-ALONE FACILITY	<input type="checkbox"/> RENOVATION/ REMODELING	<input checked="" type="checkbox"/> CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY
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##### 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				24
TOTAL BEDS (A+B+C+D)	24			

**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 Doug Verboon

TITLE Board of Supervisors' Chairman

AUTHORIZED PERSON'S SIGNATURE

DATE

OCT 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 Kevin McAlister

TITLE Public Works Director

DEPARTMENT

County of Kings Public Works

TELEPHONE NUMBER

(559) 852-2700

STREET ADDRESS

1400 W. Lacey Blvd.

CITY

Hanford

STATE

CA

ZIP CODE

93230

E-MAIL ADDRESS

Kevin.mcalister@co.kings.ca.us

**H: DESIGNATED PROJECT FINANCIAL OFFICER**

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

**PROJECT FINANCIAL OFFICER**

NAME Rebecca Campbell

TITLE Deputy County Administrative Officer

DEPARTMENT

Kings County Administration

TELEPHONE NUMBER

(559) 852-2379

STREET ADDRESS

1400 W. Lacey Blvd.

CITY

Hanford

STATE

CA

ZIP CODE

93230

E-MAIL ADDRESS

Rebecca.campbell@co.kings.ca.us

**I: DESIGNATED PROJECT CONTACT PERSON**

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

**PROJECT CONTACT PERSON**

NAME Robert Thayer

TITLE Assistant Sheriff

DEPARTMENT

Sheriff's Department

TELEPHONE NUMBER

(559) 852-2886

STREET ADDRESS

1444 W. Lacy Blvd.

CITY

Hanford

STATE

CA

ZIP CODE

93230

E-MAIL ADDRESS

Robert.thayer@co.kings.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	\$ 16,614,000	\$390,000		\$ 17,004,000
2. Additional Eligible Costs*	\$ 1,233,000	\$48,000		\$ 1,281,000
3. Architectural	\$ 1,351,000	\$ 108,000		\$ 1,459,000
4. Project/Construction Management	\$ 802,000	\$ 42,000		\$ 844,000
5. CEQA		\$ 0		\$ 0
6. State Agency Fees		\$ 51,000		\$ 51,000
7. Audit		\$15,000	\$ 0	\$15,000
8. Needs Assessment		\$ 0	\$ 0	\$ 0
9. Transition Planning		\$ 0	\$ 100,000	\$ 100,000
10. County Administration			\$ 103,000	\$ 103,000
11. Land Value			\$ 195,000	\$ 195,000
<b>TOTAL PROJECT COSTS</b>	<b>\$ 20,000,000</b>	<b>\$ 654,000</b>	<b>\$ 398,000</b>	<b>\$ 21,052,000</b>
<b>PERCENT OF TOTAL</b>	<b>95.00%</b>	<b>3.11%</b>	<b>1.89%</b>	<b>100.00 %</b>

\* 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).

- Construction (includes fixed equipment and furnishings): \$17,004,000**  
Construction cost estimates are based upon and estimate provided by the Architect for the construction of a 24-bed Mental Health Unit, a Culinary Service Kitchen Area, Vocations Space, and Day Reporting Center . These estimates are based upon conceptual drawings of the proposed facility and are broken down into a per square foot cost.
- Additional Eligible Costs (specified allowable fees, moveable equipment and moveable furnishings, and public art): \$1,281,000**
  - Define each allowable fee type and the cost of each:**  
Building Permit Fees: \$40,000

Sewer/Utility Use or Unit Fees: \$75,000

b) **Moveable equipment and moveable furnishings total amount:** \$1,118,000

c) **Public art total amount:** \$48,000 (Hard Match)

3. **Architectural:** \$1,459,000

a) **Describe the county's current stage in the architectural process:** The County has completed a conceptual design of the planned project.

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 intends to seek state dollar reimbursement for design services after the project is established by the SPWB. This would include, but is not limited to: architectural and engineering (A&E) Design Services, facility planning and programming, and special consultants.

c) **Define the budgeted amount for what is described in b) above:** We have budgeted the following:

A&E Design Services – State Portion: \$1,245,000

Facility Planning & Programming – State Portion: \$86,000

Commissioning Services – State Portion: \$20,000

d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** The County intends to contribute to design services costs associated with the following: A&E Design Services and Facility Planning and Program costs that occur in the pre-design phase of the project, and before the project is established by the SPWB. The County will also contribute towards special consultants, the Geotechnical Report, and potholing.

e) **Define the budgeted amount for what is described in d) above:** We have budgeted the following:

A&E Design Services – Cash Match: \$32,000

Facility Planning & Programming – Cash Match: \$3,000

Special Consultants – Cash Match: \$43,000

Geotechnical Report – Cash Match: \$20,000

Potholing Consultant – Cash Match \$10,000

4. **Project/Construction Management:** \$844,000

Construction Management costs are 5% of the total estimated construction costs.

5. **CEQA:** \$0 – CEQA tasks are already completed, and County is exempt from any fees.

6. **State Agency Fees (maximums: due diligence \$16,000; SFM \$35,000):** \$51,000.

The County intends to contribute its cash match for Real Estate Due Diligence and State Fire Marshal costs.

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:** \$15,000

The County intends to use a contracted independent auditor to audit the overall project, and will contribute its cash match for this service.

8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**

\$0 – updated Needs Assessment not required per SB 1022 instructions.

9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):** \$100,000.

This will be an in-kind contribution for County staff for transition planning activities.

10. **County Administration:** \$103,000

This will be an in-kind contribution for County staff overseeing all aspects of the project from the application phase all the way through the construction phase.

11. **Land Value:** \$195,000

The land value is based on appraisal that was completed by a professional appraiser.



### SECTION 3: PROJECT TIMETABLE

Prior to completing this timetable, the county must consult with all appropriate county staff (e.g., county counsel, general services, public works, county administrator) to ensure that dates are achievable. Please consult the State Capital Outlay/Board of State and Community Corrections Process Details and Timing Requirements section of the RFP for further information. Complete the table below indicating start and completion dates for each key event, including comments if desired. Note the required timeframes for specific milestone activities in this SB 1022 process. (The BSCC Board intends to make conditional awards at a January 2014 meeting.)

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	1/16/2014	1/16/2014	Complete - County owns property.
Real estate due diligence package submitted <u>within 120 days of award</u>	1/16/2014	4/16/2014	CEQA process started and will be complete Dec, 2013.
State Public Works Board meeting – Project Established <u>within 18 months of award</u>	1/16/2014	11/9/2014	10 month completion time.
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	7/9/2014	11/9/2014	4 month completion time.
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 30 months of award</u> (design-build projects)			
Design Development (Preliminary drawings) with Staffing Plan	11/10/2014	1/25/2015	2.5 months completion time.
Staffing/Operating Cost Analysis approved by the Board of Supervisors	1/26/2015	2/8/2015	Milestone - 2 weeks.
Construction Documents (Working drawings)	1/26/2015	7/19/2015	6 months - includes SFM, BSCC & County accessibility review and Approval/Stamp.
Construction Bids	9/15/2015	12/14/2015	3 months completion time.
Notice to Proceed <u>within 42 months of award</u>	12/15/2015	1/14/2016	30 days - includes BOS & DOF approvals.
Construction (maximum 3 years to complete)	1/15/2016	7/14/2017	18 month completion time.
Staffing/Occupancy <u>within 90 days of completion</u>	7/15/2017	10/13/2017	Milestone - 90 days.

## SECTION 4: FACT SHEET

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

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

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

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

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

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

Table 1: Provide the following information.		
1.	County general population	152,419
2.	Number of detention facilities	1
3.	BSCC-rated capacity of system	373
4.	ADP (Secure Detention) of system	466
5.	ADP (Alternatives to Detention) of system	452
6.	Percentage felony inmates of system	95%
7.	Percentage non-sentenced inmates of system	61%

8.	Arrests per month	965
9.	Bookings per month of system	718
10.	"Lack of space" releases per month	85

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities in your jurisdiction.			
Facility Name		RC	ADP
1.	Kings County Jail	373	466
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.	Electronic Monitoring	30 per day
2.	Intermediate Sanction Cognitive Behavior Program	15 per day
3.	Supervised Own Recognizance	20 per day
4.		
5.		
6.		
Sentenced Offender Approaches		ADP
1.	Electronic Monitoring	85 per day
2.	Day Reporting Center	20 per day
3.	Collaborative Justice Courts (Drug, Mental Health, Veterans)	48 per day
4.	Sheriffs Parole	5 per day
5.	Flash Incarceration 1-10 Days for P.R.C.S. Violations	8 per day
6.	Sheriff Adult Offender Work Program	208 per day
7.	Sheriff Weekenders Program	60 per day
8.	Probation Parks and Grounds Program	10 per day



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

	<b>Pre-Trial Program</b>	<b>ADP</b>
1.	Cite & Release Program	7 per day
2.	Electronic Monitoring	30 per day
3.		
4.		
5.		
6.		
	<b>Sentenced Offender Program</b>	<b>ADP</b>
1.	Day Reporting Center Program	20 per day
2.	Bible Study Program	10 per day
3.	Computer Literacy/Employability Program	7 per day
4.	Independent Studies Program	20 per day
5.	Substance Abuse (NA/AA) Program	10 per day
6.	52 Week Batterers Program	20 per day
7.	52 Week Child Abuse Program	20 per day

**Table 5: List the offender programming gaps and deficiencies.**

	<b>Gaps and Deficiencies</b>
1.	<ol style="list-style-type: none"> <li>1. Intervention for active gang members</li> <li>2. Homeless programs</li> <li>3. Domestic violence programs</li> <li>4. Additional instructors for programs</li> <li>5. Job training/placement</li> <li>6. Programs for house alone inmates</li> <li>7. Staff training for EBP (evidence based programs)</li> <li>8. Drug/alcohol treatment programs</li> <li>9. Parenting classes</li> <li>10. Anger management</li> <li>11. Mental health programs</li> <li>12. Programs for gang drop outs</li> <li>13. Outside programs for released inmates</li> <li>14. Quality control over jail program</li> <li>15. Life Skills and Eligibility program</li> </ol>
2.	
3.	

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

	<b>Pre-Trial Program</b>	<b>ADP</b>
1.	Cite & Release Program	7 per day
2.	Electronic Monitoring	30 per day
3.		
4.		
5.		
6.		
	<b>Sentenced Offender Program</b>	<b>ADP</b>
1.	Day Reporting Center Program	20 per day
2.	Bible Study Program	520 per day
3.	Computer Literacy/Employability Program	7 per day
4.	Independent Studies Program	20 per day
5.	Substance Abuse (NA/AA) Program	260 per day
6.	52 Week Batterers Program	20 per day
7.	52 Week Child Abuse Program	20 per day

**Table 5: List the offender programming gaps and deficiencies.**

	<b>Gaps and Deficiencies</b>
1.	<ol style="list-style-type: none"> <li>1. Intervention for active gang members</li> <li>2. Homeless programs</li> <li>3. Domestic violence programs</li> <li>4. Additional instructors for programs</li> <li>5. Job training/placement</li> <li>6. Programs for house alone inmates</li> <li>7. Staff training for EBP (evidence based programs)</li> <li>8. Drug/alcohol treatment programs</li> <li>9. Parenting classes</li> <li>10. Anger management</li> <li>11. Mental health programs</li> <li>12. Programs for gang drop outs</li> <li>13. Outside programs for released inmates</li> <li>14. Quality control over jail program</li> <li>15. Life Skills and Eligibility program</li> </ol>
2.	
3.	

4.	
5.	
6.	

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

	<b>Assessment Tools</b>	<b>Assessments per Month</b>
1.	Court order capacity release assessment	500
2.	Early population report	1,000
3.	Threat assessment	500
4.	Classification assessment forms	500
5.		
6.		



<b>Table 7: List the offender assessments used for determining programming.</b>		
	<b>Assessment Tools</b>	<b>Assessments per Month</b>
1.	Static Risk and Offender Needs Guide (STRONG)/Assessments.com	110
2.	Alliant University-WASI, VIQ, PIQ,WRAT-IV,PAI,HCR-20, PCL-R, LS/CMI, SASSI-3	20
3.		
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
<b>Bed Construction</b>	
<b>B: 1.01</b>	Describe the findings of the needs assessment completed by the county.
<b>B: 1.02</b>	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>B: 1.03</b>	Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.
<b>B: 1.04</b>	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>B: 1.05</b>	Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.
<b>B: 1.06</b>	Provide data showing the effectiveness/impacts of these alternatives.

<b>B: 1.07</b>	Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.
<b>Program Space Construction</b>	
<b>PS: 1.01</b>	Describe the process for determining the need for program space.
<b>PS: 1.02</b>	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.
<b>PS: 1.03</b>	Describe what least restrictive alternatives have been put in place to address the needs of the population intended to be served by this proposal.
<b>PS: 1.04</b>	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.
<b>PS: 1.05</b>	Describe the approach taken to determining the kind of programming that will take place in the new program space.
<b>PS: 1.06</b>	Provide information and data supporting the county's need for program space.
<b>PS: 1.07</b>	Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population.
<b>PS: 1.08</b>	Describe the need for programming that could assist with the jail population management.

<b>2.</b>	<b>SCOPE OF WORK</b>
<b>All Projects</b>	
<b>A: 2.01</b>	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.
<b>Bed Construction</b>	
<b>B: 2.01</b>	Describe the planning process that resulted in this bed construction scope of work.
<b>B: 2.02</b>	Describe the relationship between stated needs and the planned construction.
<b>B: 2.03</b>	Describe the anticipated beneficial outcomes of the new bed construction.
<b>B: 2.04</b>	Define the staffing that will be required to operate the new construction.
<b>Program Space Construction</b>	
<b>PS: 2.01</b>	Describe the planning process used to develop the design for the construction of program space.
<b>PS: 2.02</b>	Describe the relationship between stated needs and the proposed program space construction.
<b>PS: 2.03</b>	Define the features of this program space construction that make it suitable for the intended programming.



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

<b>3.</b>	<b>OFFENDER MANAGEMENT AND PROGRAMMING</b>
<b>Bed Construction</b>	
<b>B: 3.01</b>	Describe how the proposed construction will address the county's offender management goals regarding use of secure detention
<b>B: 3.02</b>	Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.
<b>B: 3.03</b>	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>B: 3.04</b>	Describe the county's planned construction in relation to the expected need for beds in the future.
<b>Program Space Construction</b>	
<b>PS: 3.01</b>	Describe how this program space construction will address the county's offender management goals.
<b>PS: 3.02</b>	Describe how the program space construction aligns with the CCP plan.
<b>PS: 3.03</b>	Describe the programming to be conducted in the new program space.
<b>PS: 3.04</b>	Describe how the program space will foster a quality reentry model and seamless reentry process.
<b>PS: 3.05</b>	Describe collaborative partnerships that will provide services within the program space and provide continuity through the reentry and community supervision process.
<b>PS: 3.06</b>	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.
<b>PS: 3.07</b>	Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.
<b>PS: 3.08</b>	Describe the approach to the principles and objectives of evidence-based programming that will be incorporated to reduce recidivism, including program evaluation.
<b>PS: 3.09</b>	Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).
<b>PS: 3.10</b>	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.

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

<b>4.03</b>	Describe the county's readiness to proceed with the project.
<b>4.04</b>	Describe the construction project timeline.

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



## KINGS COUNTY SB 1022 APPLICATION NARRATIVE SECTION

### 1. PROJECT NEED

#### **BED CONSTRUCTION**

**B: 1.01** *Describe the findings of the needs assessment completed by the county.*

Kings County completed its latest needs assessment in December 2011. It is estimated the County will require approximately 850 inmate beds by 2014, and 1,015 beds by 2020. The assessment included the State's projection of 360 1170(h) offenders to be released to Kings County by September 2014, as a result of local realignment ("AB 109"). However, in Fiscal Year 2012/2013, the actual number of 1170(h) offenders realigned to Kings County was 413. Given this, the Needs Assessment underestimates the County's true future need for beds.

**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).*

Kings County has two adult correctional facilities that are currently operational. The Kings County Main Jail ("Jail") has a rated capacity of 373 inmates and, from January to July 2013, had an average daily population ("ADP") of 466 inmates. The second facility, the Branch Jail, was recently converted from a juvenile facility into a temporary adult facility, began housing adult offenders on August 5, 2013. The Branch Jail was opened in 1986 to house low-level, misdemeanor adult offenders who required minimal supervision at a time when the classification of inmates was insignificant. In 2009 juvenile offenders were moved into the facility. Its design is constructed to house those low level offenders. Its current use is a temporary solution to lessen the 1,100 early releases we have averaged since the implementation of realignment in California. Currently, the



Branch Jail's operational capacity is 115 beds. In September, the combined ADP was 532 inmates between both facilities.

In March 2012, the County received an AB 900 award of \$33 million from the State, which will result in the addition of 252 beds to the Jail, thus bringing its total rated capacity to 625. However, since the Branch Jail is being used as a stop gap measure, once the AB 900 expansion is completed, the temporary Branch Jail is slated to be closed and only the Jail will be available to house offenders. As for Kings County's progress, the County is nearly complete with the working drawing phase of construction and is planning to take this expansion to bid in March 2014, when approved by the State Public Works Board. The anticipated groundbreaking is July 2014.

**B: 1.03** *Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.*

As discussed above, the Jail currently operates above its BSCC rated capacity. Kings County has a chronic problem with overcrowding in its Jail. To address this issue, the Sheriff initiated a lawsuit against the County in 2001, which resulted in a jail population cap ("Cap"). The Cap was set at 361 inmates. In 2012, as the result of the effects of AB 109, the County and the Sheriff returned to court to request an increase in the Cap to reduce the number of early releases due to a lack of space. The request was granted and the court raised the Cap to 475 inmates in October 2012, after the parties were able to demonstrate that the Sheriff had had been able to create temporary housing solutions to safely house that many inmates in the Jail. The County's Board then approved the conversion of the Branch Jail into temporary adult offender housing on March 26, 2013. The Branch Jail began temporarily housing inmates on August 5, 2013.





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In addition to overcrowding, both the Branch Jail and the Jail lack space to fully address the mental health needs of inmates. Although the Jail's medical provider, California Forensic Medical Group ("CFMG"), which also serves the Branch Jail, has the resources and ability to address the mental health needs of the inmates, there are no programs or housing units specifically devoted to housing inmates suffering from mental illness. As such, these inmates are housed alone in cells in the regular housing pods and effectively isolated from other inmates to ensure their safety, the safety of other inmates, and the safety of detentions staff. The lack of mental health beds will not be addressed by the Jail's AB 900 expansion due to budgetary restraints. Therefore, Kings County has made it a priority to use any funds awarded under SB 1022 to build a 24-bed mental health unit, which would allow jail staff to house inmates suffering from a mental illness in a single location, thereby increasing the efficiency and quality of mental health services in the Jail. The proposed unit would likewise reduce the need to isolate mentally ill inmates while freeing up much needed cell housing in the general housing pods.

**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.*

Kings County suffers from a serious deficit of inmate beds and operates its Jail under a population cap. Because of this, in Fiscal Year 2012/2013, the Jail released 1,135 inmates early prior to completion of their sentence. The table below illustrates the types of offenses that inmates were released early for in the first six months of 2013 due to the lack of space.



January 1, 2013 - June 30, 2013		
TYPES OF OFFENSES	NUMBER RELEASED	%
Parole/Probation Violation	188	37%
Misdemeanor Offense	153	30%
Felony Drug and/or Alcohol Related Offense	98	19%
Felony Property Type Offense	58	11%
Felony Other Type of Offense (E.g. Welfare Fraud, Conspiracy, etc.)	14	3%
TOTAL:		511

Meanwhile, total bookings for that same period were 4,308, with an average number of 718 bookings per month. Arrests are similarly high, with an average of 965 arrests per month during this period. The high number of arrests and bookings is in spite of the fact that the Sheriff has been working with local law enforcement to increase the number of cite and releases in the field and has raised the bail amount for mandatory booking in the Jail.

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

Kings County uses several approaches to reducing the need for beds. First, the Jail's Classification Unit screens the Jail's current population to determine which inmates can be safely released into the community, either on supervision, under a work program run by the Sheriff's Office or the Parks Department, or on the offender's own recognizance (i.e., early release). In addition, the County began an electronic monitoring program, which is run by Probation. This program allows Probation to screen pre-trial and sentenced inmates and release eligible offenders (i.e., lower risk inmates) onto electronic monitoring to free up much needed bed space for more serious or violent offenders.

In an effort to reduce the number of offenders entering the Jail, Probation and the Sheriff's Office have worked with other departments to come up with alternative programs. For example, the Parks Department operates a work program that allows Probation to place probation





violators to work in the County's parks in lieu of incarceration. Another example is the Sheriff's alternative sentencing program, known as the Intermediate Sanctions Work Program. This program allows offenders to perform work instead of serving incarceration time and is available to offenders during the work week and the weekends.

Other examples of current alternatives to incarceration include Sheriff's parole, split sentencing, and flash incarceration. Sheriff's parole is operated by the Probation Department and is undergoing revisions to meet the increased demand for this program. In addition, Probation has 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 Jail by allowing offenders to spend a significant portion of their custodial time out in the community. Finally, Probation 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 an immediate sanction to encourage compliance rather than simply returning offenders who are failing probation to the Jail to serve the remainder of their terms.

**B: 1.06** *Provide data showing the effectiveness/impacts of these alternatives.*

The following alternatives to incarceration have reduced the ADP in the Jail:

Split-sentencing: from October 2011 through March 2013, Kings County managed to keep an average of 55% of AB 109 offenders on split-sentences. This rate is 31% greater than the State's average of 24% of AB 109 offenders on split-sentences.

Flash incarceration: in Fiscal Year 2012/2013, there were 121 offenders who were flash incarcerated.





Electronic monitoring program: In Fiscal Year 2012/2013, there were a total of 477 new participants on electronic monitoring. Of these, 80%, or 381, successfully completed their terms. As of September 2013, this program had 108 participants.

Day Reporting Center: The Day Reporting Center began enrolling clients in February 2013. This program is still in its infancy. However, the following data highlights the program's enrollment and successes.

STATUS	ENROLLMENT MONTH (PHASE I, II, III)		
	Jan-Mar	Apr-Jun	Jul-Sep
Enrolled	10	10	3
Completed	4	0	0
Still Enrolled	0	8	8
Terminated (Detained)	6	2	0
<b>RATE of Compliance</b>	<b>40%</b>	<b>80%</b>	<b>100%</b>

Intermediate Sanctions Work Program: Over the first six months of 2013, this program's ADP was 208.

Probation Parks and Grounds Program: Over the first six months of 2013, the ADP was 60, with a completion rate of 90 percent.

Sheriff's Parole: Over the first six months of 2013, the ADP was 5.

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

The current and future plans to implement alternatives to incarceration involve the expansion of the Day Reporting Center, as run by Champions Recovery Alternative, Inc. ("Champions"). The plan is to expand the program to offer more services, increase operational capacity, and provide a sentencing alternative for the courts. The Sheriff is also working with



Champions to explore the possibility of a residential substance abuse facility. These programs would focus on addressing the reasons behind an offender's criminal behavior in an effort to reduce recidivism rates. Although the County currently operates a residential substance abuse program through Champions, Samuel's House, the program only houses about 12 participants and is not yet a true alternative to incarceration, since participants must be out of custody to enroll. If Kings County is able to expand the Day Reporting Center and establish a residential treatment facility, not only would these programs be available as sentencing alternatives, they would also be available to serve more offenders.

Another alternative to incarceration that Kings County seeks to expand if granted funding under SB 1022 is the Collaborative Justice Treatment Court, which officially began on July 1, 2013. This program is comprised of three distinct specialty courts, which are dedicated to serving veterans, the mentally ill, and individuals with substance abuse disorders. By providing offenders the option of participating in one of the specialty courts in lieu of incarceration, offenders will be able to address the underlying causes of their criminal behavior through much needed treatment. Kings County plans to centralize the majority of services offered by the Collaborative Justice Treatment Court into one location, which will improve and facilitate access for offenders.

Finally, the Sheriff's Office plans on beginning a Pretrial Justice program based upon a recent Pretrial Executives conference as presented by the Crime and Justice Institute in collaboration with the Joint Training Partnership of the California State Association of Counties, California State Sheriff's Association, and the Chief Probation Officer's Association. At this point, a Pretrial Justice program is in the initial planning stage. As such, the Sheriff's Office is researching the available evidence-based pretrial standards in an effort to create policies and



procedures to better manage its pre-trial custodial responsibilities. Once implemented, the goals of the Pretrial Justice program will be to reduce the need to incarcerate pre-trial offenders by more accurately assessing the risks these offenders pose to the community. By doing so, this program would allow the Sheriff's Office to reduce the need to incarcerate pre-trial offenders unnecessarily while maintaining public safety.

## **PROGRAM SPACE CONSTRUCTION**

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

Kings County determined the need for program space by conducting several meetings between its Sheriff's Office, Probation, Behavioral Health, and the County's contracted service providers, Champions and Kings View Counseling Services, Inc. ("Kings View"). During these meetings, the stakeholders examined the current programs to determine their efficacy, identify the gaps and deficiencies therein, and decide how to address these deficiencies. The meetings took place over several days and provided each of the stakeholders the opportunity to provide input and put forth ideas regarding the availability of services in Kings County and how current services could be improved.

Following these meetings, Probation and Behavioral Health assisted the Sheriff's Office in deciding how to design and use the proposed space. Their input formed the basis for an improved Day Reporting Center, which would include the current Day Reporting Center, spaces for additional programs, and office space for staff. In addition, the Sheriff examined the needs of in-custody offenders, in particular the severe lack of program space and the lack of a mental health unit to treat inmates suffering from mental illness. This examination formed the basis for the decision to add a mental health unit, a culinary service area that will include space for





programs, a vocations space to offer vocational training, and additional program spaces to serve the Jail's in-custody population.

**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 Kings County is severely limited due to lack of adequate space as shown in Appendix A. For in-custody offenders, the Jail has a single classroom in which to offer programs and vocational training. The classroom can hold about ten people at a time, which restricts the number of offenders that can take part. Classes are provided by several different community partners, such as the Hanford Adult School, local churches, and local substance abuse counselors.

The available classes include a computer literacy class, independent studies for offenders to obtain their high school diploma or GED, substance abuse counseling, and bible study. The classes are available on a first-come, first-serve basis, but may not be available based on an offender's classification level. Since only one classroom is available to hold classes, the Jail is unable to offer classes or programs that are held therein to gang members or offenders affiliated with gangs because of the inability to separate them from the general population. As for independent studies, the number of participants per housing pod is limited to twenty. However, since independent studies are completed in-cell, offenders who are otherwise ineligible for classroom instruction are eligible to participate.

For out of custody offenders, programs are likewise scarce. The main substance abuse treatment program in Kings County is the existing Day Reporting Center. This program is run out of a leased space. The facility is an older home, which has extremely limited space and is expensive to maintain. The space limitation means that classes are restricted to a maximum of





20 participants. Participation for this program is determined by Probation staff and is based on the results of risk assessment tools that determine an offender's need for the program. Offenders with a medium to high risk of re-offending are offered the program. At this time, there is insufficient space to offer the program to lower-risk offenders.

Similarly, Kings County's single residential treatment program, Samuel's House, is only available to 12 participants because of a lack of space. Accordingly, Samuel's House is only available to the higher risk offenders who require more structure to obtain successful reintegration into the community.

The newest program in Kings County is the Collaborative Justice Treatment Court. This program offers services to veterans, the mentally ill, and offenders with substance abuse problems. Offenders are offered services that are tailored to their need, including assistance with housing and applications for public assistance, as well as counseling and therapeutic classes, such as anger management and substance abuse counseling. All of these offenders also receive intense supervision, provided by both Probation and the Court, which has dedicated a single Judge to hear these matters and monitor the participants. For veterans, the County has partnered with Veterans Affairs in Fresno to provide services for eligible veterans. Veterans who are not eligible for federal services are provided with local services through Kings County Behavioral Health. For offenders with mental illness problems, services are offered through both Behavioral Health and Kings View. All offenders are offered case management services to ensure smoother access to services, which improves their chances for success.

**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 consist of the existing Day Reporting Center, Samuel's House residential treatment, electronic monitoring, alternative sentencing, flash incarceration, split-sentencing, and the Parks work program. Each of these programs provide a least restrictive alternative to incarceration by providing a sentencing or probation violation option for both the court and Probation to allow them to forgo prolonged incarceration in the Jail for increased supervision.

As discussed above, the existing Day Reporting Center provides intense substance abuse treatment in both an individual and group setting. This program operates in phases over an 18 month period. In the first phase, offenders report to the Center five days a week, with a corresponding drop in reporting as offenders graduate into later phases. Treatment includes life skills counseling as well as substance abuse counseling and support.

Samuel's House is a residential treatment program that provides offenders with intensive substance abuse counseling and a place to live while undergoing treatment. In addition, participants maintain the homes in which they reside, which requires them to become active members in the program instead of simply passively attending. Further, because Samuel's House provides offenders with housing, it allows offenders to remove themselves from the environment that fostered their drug use and removes the pressures associated with obtaining and maintaining housing.

Electronic monitoring provides Probation and the court with the means to allow offenders to remain in the community while operating under supervision. The units are GPS units, which means that Probation can identify an offender's location within a couple of feet, thus ensuring compliance with the terms of their probation. In addition, offenders on GPS monitoring are required to frequently check in with Probation staff.



Alternative sentencing and the Parks work program allow the Sheriff's Office and Probation to require offenders to work in the community in lieu of being incarcerated.

Alternative sentencing is run by the Sheriff's Office, while the Parks work program is run by the Parks Department. For the Parks program, the work is done at a variety of places in the County, including the County's parks and local businesses that qualify for the program. For alternative sentencing, the work may be done in a variety of places throughout the County.

**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 and funding.*

Lack of space is the primary gap and deficiency for all of the programs being offered to in-custody and out-of-custody offenders in Kings County. This deficiency leads to an inability to maintain consistent, evidenced-based programs for offenders, which prevents the ability to document the outcomes of the programs being offered. The proposal is to add program spaces, including classrooms and vocational spaces for both types of offenders, as well as office space and confidential working areas for staff, which will allow the County to offer multiple programs while improving access and maintaining safety and confidentiality.

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

The stakeholders have met weekly throughout the planning process to determine the kind of programs that would be most effective and have the greatest impact on the offender population in Kings County. First, the stakeholders identified the multiple reasons for recidivism. A lack of transitional services to assist offenders in integrating back into the community was identified as the primary reason, and thus formed the basis for the parameters





around which the stakeholders determined what programs and services should be offered. In addition, the stakeholders examined the various funding sources that could be leveraged to maintain the proposed services to ensure the viability of the planned programs. Further, the County sought input and commitment from its community partners, such as Champions, Kings View, CFMG, the faith-based community, and the Kings County Housing Authority to determine the scope and type of services to be offered. Finally, Mental Health Service Act Capital Projects funds will be used as part of the County's match to construct the new Day Reporting Center, which will require the County to provide mental health services at this location for twenty years, thereby ensuring a continuing commitment to offering programs to the offender community.

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

Because of a serious lack of bed space in its Jail, Kings County has been forced to focus its current and prior expansions on addressing this need as funding allows. Accordingly, there has been insufficient funding to address the programming needs of the County's offender population. In Phase II of the Jail's expansion, 252 beds will be added, along with a medical unit, expanded receiving/warming food services area, laundry area, a receiving/storage area, and limited multi-purpose training and program rooms as shown in Appendix A. Although the Phase II expansion will add limited programming space, it is insufficient to meet the needs of the in-custody population. In particular, the County still requires mental health program space, in-custody program space, and a centralized location to provide programs to out-of-custody offenders.

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





Kings County plans to use alternatives to incarceration to reduce the custodial offender population and increase the capacity of its offender population to safely transition back into their communities and families, with the goal of having them never to return to custody. Alternatives to incarceration such as electronic monitoring, Collaborative Justice Treatment Court, Alternative Sentencing program, and the Day Reporting Center provide offenders the opportunity to assimilate back into the community without retaining their criminal habits. In addition, these programs assist offenders in gaining and maintaining employment and being accountable to their community through community service. Programs designed to enhance these alternatives to incarceration are treatment and counseling, life skills classes that teach offenders how to manage day to day activities, and housing stabilization. Further, identifying and re-routing suitable offenders from custody beds to programming and community service assists in managing the Jail's population by freeing up bed space to incarcerate offenders who are not suitable for these alternatives.

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

In addition to programs that are alternatives to incarceration, bridging programs will assist with managing the Jail's population by occupying an inmate's time and providing growth opportunities and distractions from boredom and destructive behaviors. Spiritual and faith-based services are currently provided, as well as independent studies to obtain a high school diploma or GED, computer literacy, and other adult educational classes. However, the dire limitation of space for these services has created less than effective outcomes and disparities in who can participate. Expansion of existing programs in the proposed classroom space will



ensure that more individuals can participate and negative behaviors within our Jail facility can be effectively managed.

The 24-bed mental health unit will allow jail staff to house inmates suffering from mental illness in a single location, thereby improving the efficiency and quality of services. The proposed unit would also free up much needed bed space in the general housing pods and provide access to care which can help stabilize mentally ill offenders who may not have otherwise been able to transition back into their community safely and responsibly.

## **2. SCOPE OF WORK**

**A: 2.01** *Detail the full scope of work that is the subject of the 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.*

If awarded funding under SB 1022, Kings County plans to construct the following: 1) a 24-bed Mental Health Unit that will be attached to the Jail's medical unit as completed under the Phase II expansion; 2) a Culinary Service kitchen area of sufficient size to serve the Jail once fully expanded and provide program space to offer in-custody offenders a culinary arts program; 3) a Vocations space that will offer vocational training for in-custody offenders and will house the supplies necessary to operate the Jail and its programs; 4) an In-Custody Programs space that will provide three additional program rooms for offenders; and 5) a Day Reporting Center building that will include the current Day Reporting Center program as well as additional program and office space to provide out of custody offenders a centralized, easily accessible location to access services, participate in programs, and apply for public assistance. The first four areas will be physically attached to the Jail as expanded under the AB 900 Phase II



expansion. The new Day Reporting Center will be a stand-alone building on the Jail's site, as approved by BSCC in accordance with the single-site requirement for SB 1022 projects and will be served by the Jail's water, power, and sewer system. A diagram of the proposal is included as Appendix A.

For the mental health unit, the 24-bed expansion will house inmates with mental health problems that require closer supervision from the Jail's mental health staff. This unit will contain single, double, and dormitory-style housing, which will allow mental health staff to avoid unnecessarily isolating mentally ill offenders and slowly reintegrate them back into the general population. The unit will also have a dedicated dayroom and outdoor recreation yard, three multipurpose rooms that can be used for group or individual therapy or counseling sessions, and a general support space for mental health staff. Because of its proximity to the medical unit, medical staff will be able to respond immediately to any mental health crises. Most importantly, though, this unit will provide the offenders housed therein more opportunities for programming and social interaction, which the current system is unable to do.

The Culinary Service space will allow in-custody offenders the opportunity to participate in a food service work program. In addition, the expanded space will contain a classroom space, which will be available to provide much needed vocational training to in-custody offenders in the form of a culinary arts program. Similarly, the Vocations space will contain a classroom for vocational training in woodworking and other hands-on type occupations. Finally, the In-Custody program space will provide for the expansion of the very limited existing in-custody programs, as well as allow the Jail to offer its population classes such as a batterer's program, a program to address child abuse, and parenting classes. Appendix A outlines all of the above.





## **BED CONSTRUCTION**

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

The planning process for the proposed bed construction involved several discussions among Jail detentions and medical staff, with input from the County's Behavioral Health department. The discussion centered on the Jail's increasing number of mentally ill inmates and the complete lack of bed space available to house them. The proposed mental health unit will provide mentally ill offenders with appropriate programs, avoid unnecessary isolation, and improve the delivery of services and the efficiency thereof will not be addressed in the Phase II expansion due to budgetary constraints. Accordingly, this was identified as the top priority with regards to the Jail's bed need.

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

Kings County has zero mental health beds in its Jail. At present, if an inmate suffers from mental illness that interferes with his or her ability to safely associate with other inmates, the inmate is housed alone in a cell and kept away from other inmates to ensure everyone's safety. This stop-gap measure not only isolates mentally ill inmates, it takes up bed space that could be used to house additional inmates as, usually, the cells used to house mentally ill inmates are designed to hold two offenders, not one. The result is a decrease in the Jail's operational capacity, which aggravates the current deficiency in bed space. By building a mental health unit, the Jail will be able to fully utilize these cells while better serving its mentally ill population.

### **B: 2.03** *Describe the anticipated beneficial outcomes of the new bed construction.*

The anticipated beneficial outcomes is the ability to better address the mental health needs of the Jail's population. Presently, the Jail has about forty-seven (47) inmates housed therein who suffer from mental health problems. Caring for these inmates drains the Jail's





medical resources as they are housed throughout the facility as space allows, thereby requiring medical staff to travel unnecessarily to provide monitoring and treatment. In addition, there are no mental health programs available for these inmates due to a lack of space. The mental health unit will remedy both of these problems.

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

It is not anticipated that the proposed expansion will require additional detentions or medical staff since the expansion will allow for centrally located services.

### **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, Behavioral Health, CFMG, Champions, and Kings View. These meetings resulted in a consensus about the need for the centralization of multiple services in a single location, which will also allow the expansion of programs. 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 understandings (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.*



Kings County does not have the space to provide the programming proposed. As of September 2013, the average daily population for the Jail and the Branch Jail was 532 inmates. Meanwhile, the number of inmates that may participate in in-custody programs is ten. This is such a low percentage of the ADP that any data gathered to prove performance measures and effective outcomes is statistically invalid. Programming for non-custodial offenders through the existing Day Reporting Center offered at Champions is also impacted by space limitations. The lack of transitional services to assist offenders in integrating back into the community further undermines the effectiveness of the programming currently being offered. By building a dedicated space to centralize and expand the provision of services, the likelihood of offenders receiving transitional services and maximizing local resources is increased.

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

The features of the proposed construction make it suitable for the intended programming in the following ways:

The proposed classrooms will be designed to fit an average of 20 people, with the option of room dividers for smaller group activities and sessions. This flexibility allows large classroom instruction as well as more intense treatment or programming. The office spaces will be used to conduct confidential risk assessments, counseling, eligibility interviews, and other psycho-social assessments. The proposed Vocations space will provide room for vocational training and house supplies, equipment, and the materials. Likewise, the proposed Culinary Service space will be able to fully serve the Jail, while providing an in-custody food service work program and a culinary arts vocational training program.

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

Implementation and operation of the proposed programs will entail establishing MOUs and protocols between providers and agencies to ensure the smooth scheduling and utilization of space for individual programs. Discussions with stakeholders ranged from equipment check-out protocols to the negotiation of Job Training contracts and community-based curriculum development. Timelines and projected next-steps continue to be the focus of ongoing meetings with all stakeholders.

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

The anticipated beneficial outcomes is a reduction in recidivism in Kings County by rehabilitating offenders away from their criminal behavior. By addressing the risk factors and needs of individual offenders revolving through the criminal justice system with evidenced-based programming and monitoring, behaviors and triggers associated with violence, criminal thinking, substance abuse, and untreated mental illness should be reduced. In addition, public safety will be increased by assisting offenders in obtaining employment and stable housing.

**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.*

Kings County's offender management goals will be addressed by the proposed mental health unit by reducing the need to isolate mentally ill offenders in order to maintain safety within the Jail. Instead, offenders suffering from a mental illness will be able to be housed in a





single location that will increase their access to services and assist with gradual reintegration back into the Jail population at large.

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

Improving mental health services is listed as a top priority in the Kings County CCP Plan. Although adding 24 mental health beds was not specifically addressed in the CCP plan, the addition is consistent with the plan by immediately increasing the availability and scope of mental health services in the Jail.

**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.*

The Jail uses a Classification Unit to carefully screen and classify the inmates confined therein. Classification is based upon a variety of factors, including the offender's present charges, criminal history, gang association or affiliation, history of violence, medical history, and mental health history. By carefully classifying the inmates housed in the Jail, detentions staff are better able to manage the Jail population by ensuring that compatible groups of inmates are housed together, thereby reducing the likelihood of assaults. Further, classification provides detentions staff with invaluable information about the medical and mental health needs of the Jail's offender population, which increases staff's ability to monitor those needs.

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

The proposed 24-bed mental health unit will not satisfy Kings County's overall need for bed space as determined by the 2011 Needs Assessment. Instead, the mental health unit will





allow Jail staff to better manage the offender population by freeing up general population bed space that currently houses mentally ill inmates and housing those inmates in a single location. In making the decision to only add 24 beds, the County carefully weighed the need for mental health beds with program space to come up with the proposed compromise.

## **PROGRAM SPACE CONSTRUCTION**

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

By adding program rooms to secure areas, the Jail will increase the number of spaces available in which to offer in-custody offender programming. For example, the Jail plans on offering vocational training, which will allow offenders to learn trades while incarcerated, thereby increasing their chances for employment upon release. In addition, the proposed spaces, such as the proposed Culinary Service space, will be large enough to allow for inmates to work in the food service area. The new Day Reporting Center will allow the County to move the current Day Reporting Center out of leased space and add classrooms and office space to expand and consolidate available services.

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

The Kings County CCP plan directly addresses the need for additional programming space, such as food services, jail programs, and drug treatment services to manage the County's offender population. The proposed program space addresses these concerns, and thus is directly in line with the current CCP plan. The testimonial attached as Appendix B further demonstrates the County's goal to develop, build, and implement space to be utilized for critical offender programming.

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



The programming to be conducted in the proposed spaces include: 1) a life skills program; 2) mental health and suicide prevention; 3) mental health counseling; 4) substance abuse counseling; 5) a victim impact program; 6) a 52-week batterer's program; 7) a 52-week child abuse program; 8) bible study/faith based recovery (in-custody only); 9) computer literacy; 10) Champion's Day Reporting Center; and 11) services for the Collaborative Justice Treatment Court. In addition, the proposal includes a plan to provide offenders with access to housing stabilization services and assistance with obtaining public assistance and health care under the Affordable Care Act. These programs are shown in the program spaces on Appendix A.

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

The proposed program space will foster a quality reentry model and seamless reentry process by providing offenders with a centralized location where they can access transitional services, such as public assistance, housing assistance, and job training, as well as other programs. By centralizing these services on site at the Jail site, they will be highly accessible for offenders due to their close proximity to Probation, the Court, and public transportation.

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

As shown in Appendix C, the Sheriff's Office will be working with the following County departments and community partners to provide the services as follows:

- Behavioral Health, Kings View, and CFMG will work together to provide mental health services to both in-custody and out of custody offenders.
- The Tulare/Kings Suicide Prevention Task Force will collaborate to offer suicide prevention services to out of custody offenders.



- Probation and Champions will collaborate to operate the Day Reporting Center functions.
- The Court, District Attorney's Office, indigent defense counsel, Behavioral Health, Probation, Kings View, Veterans Services, and Veterans Affairs in Fresno will work together to provide services associated with the Collaborative Justice Treatment Court.
- Probation will work with the Parks Department to continue and expand the Parks work program.
- Kings County Office of Education, the College of the Sequoias, and West Hills Community College will collaborate to provide classes for offenders to obtain their high school diplomas or GEDs.
- Kings County Housing Authority will collaborate to offer housing stabilization services.
- Kings County Human Services Agency will collaborate to offer assistance with applying for public assistance and health care.
- The Kings County Job Training Office will collaborate to offer job training assistance as well as assistance with obtaining employment.

**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 sources of financial support will be accessed to aid in the delivery of programs: County General funds, Public Safety Realignment funds, Medicaid Administrative Activity funds, Perinatal categorical funds, Substance Abuse Prevention Treatment funds, Mental Health Services Act funds, Mental Health Medi-Cal funds, Drug Medi-Cal funds, and 1991 Health and Mental Health Realignment funds.

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





Programming is offered based on a variety of assessment tools. The following is a list of the tools used by the County and its community partners:

- **Jail Classification System.** Inmates are classified to determine their level of risk and needs to ensure appropriate housing and program assignments.
- **Static Risk and Offenders Need Guide (STRONG).** Evaluates an offender's risk of re-offending and identifies their criminogenic needs.
- **Static 99R.** Assesses the likelihood for individuals charged with sex-related crimes to reoffend.
- **Wechsler Abbreviated Scale of Intelligence (WASI).** Measures an individual's intellectual functioning, which includes a verbal intelligence quotient (VIQ) and performance intelligence quotient (PIQ).
- **Parenting Stress Index, Short Form (PSI-SF).** Identifies parent-child systems which are experiencing stress and the risk for developing dysfunctional parenting behaviors or behavioral problems in the child.
- **Wechsler Abbreviated Scale of Intelligence, Second Edition (WASI-II).** Measures overall cognitive functioning and consists of four subtests: Vocabulary, Similarities, Block Design, and Matrix Reasoning.
- **Wide Range Achievement Test-Fourth Edition (WRAT-IV).** Measures current academic ability.
- **Personality Assessment Inventory (PAI).** Used to evaluate a wide range of behavioral, emotional, and social concerns and disorders.





- **Substance Abuse Subtle Screening Inventory-Third Edition (SASSI-3).** Used to assess the presence of substance abuse or chemical dependency and the probability of engaging in substance abuse behaviors.
- **Historical-Clinical-Risk Management-20 (HCR-20).** Evaluates an individual's risk for participating in violent behavior in the future.
- **Hare Psychopathy Checklist (PCL-R).** Assesses psychopathy.
- **Level of Service/Case Management Inventory (LS/CMI).** Measures the risks and needs factors of offenders.

**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.*

Evidence-based programming is based on five primary principals. These principles address the questions of who, what, and how to apply the most effective correctional interventions. If followed, research shows that evidence-based practices and programs are effective in reducing recidivism. Evidence-based correctional planning should incorporate the following:

- 1) The Risk Principle (who):** Target resources to higher risk offenders. Ideally, sufficient resources would be applied to supervise, case manage, and treat high and moderate risk offenders. Use of the offender assessments described above accomplishes this goal by identifying higher risk offenders, which allows staff to treat them accordingly.
- 2) The Need Principle (what):** Apply interventions that target an offender's particular criminogenic needs. Criminogenic needs are those areas that are dynamic (can be changed) and have been scientifically demonstrated to correlate with the likelihood of re-offending. These factors include: antisocial attitudes and beliefs, antisocial peers, antisocial personality pattern,



lack of positive family support, low levels of education or employment success, lack of pro-social leisure activities, and substance abuse. The proposed programs apply directly to the Need Principle by targeting an offender's particular criminogenic needs.

**3) The Response Principle (how):** Interventions should be applied based on an offender's individual characteristics that may affect how he or she may respond to the given intervention. Such characteristics include mental health issues, medical issues, intelligence level, readiness for change, etc. Use of the offender assessments described above accomplishes this goal by identifying these characteristics in order to develop a specialized treatment approach for individual needs.

**4) The Treatment Principle (how):** The most effective correctional interventions are behavioral, focusing on factors that influence behavior, action-oriented, and appropriately reinforced. These include cognitive-behavioral approaches, structured social learning to model new skills and behaviors, and family-based approaches to train the family in new skills and techniques. The proposed programs specifically address the above-described approach.

**5) The Fidelity Principle (how):** Evidence-based programs must be implemented as designed and should include structured measurements of model-adherence, extensive quality assurance mechanisms, pre- and post-evaluations, and other methodologies for ensuring fidelity. Key metrics of success include the following: overall program metrics such as recidivism rates, crime statistics, arrest rate, and the number of program participants that pass each program successfully, as well as GED/Vocational Education and other life skill accomplishments completed by participants. Behavioral Health will gather this information from each of the agencies and partnerships providing the proposed programs to track performance.



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

The planned programming will require professionals from several disciplines to interact with the offenders and provide services. For example, licensed counselors will be needed to address substance abuse and mental health issues, as well as conduct behavioral therapy classes. Eligibility workers from the Kings County Human Services Agency will also be needed to assist offenders in applying for public assistance and health care, as will employees of the Job Training Office for vocational training and employment assistance. Further, housing specialists will be needed to assist with the obtainment of temporary and permanent housing for offenders transitioning out of a custodial setting. Each provider will ensure the licensure, certification, and training of their staff as required by local, state, and federal law.

**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 population for the program space is the total number of offenders released into the community on an annual basis. Currently approximately 8,600 individuals cycle through the Jail per year. It is anticipated that the proposed programs will serve the numbers as set forth below.

**Collaborative Justice Treatment Court.** This program is in its infancy. However, it is capped at 25 participants per court, which results in a total of 75 participants per year.

**Day Reporting Center.** This program serves about 20 to 25 participants per year per phase. As there are three phases, it is anticipated that with the proposed new Day Reporting Center this program will be able to operate at full capacity to serve about 120 to 180 participants per year.

**Life Skills and Eligibility assistance:** Will be offered to out of custody offenders as assistance to transition into the community. Projections are based on the Jail's current release data for an





estimate of approximately 5,000 offenders per year. Based on this number, the anticipated daily population will be about 14 offenders per day (5,000 divided by 365).

**52 Week Batterer's Treatment Program / 52 Week Child Abuse Program.** Will be offered to out of custody and in-custody offenders requiring these classes as a condition of probation or to address individual need. Anticipated daily and annual number of offenders to be served will be up to 20 per year as the program takes a year to complete.

**Mental Health and Suicide Prevention Program.** Will be offered as group counseling or individual counseling to out of custody adult offenders suffering from mental health problems or at risk of suicide. The projected annual number to be offered this program is based on the Jail's annual releases, which are approximately 5,000. Accordingly, the daily population to be served should be about 14 individuals.

**Substance Abuse Disorder (SUD) Treatment Program.** Will be offered to out of custody offenders suffering from substance abuse issues. The projected annual number to be served is based on the Jail's yearly releases, which are approximately 5,000. Accordingly, the daily population to be served should be about 14 individuals.

**Victim Impact Program.** Will be offered to all out-of-custody offenders. In the first year, the program will be available for 20 offenders per month, which equates to 240 per year. In the second year, the program will be available to 25 offenders per month, which equates to 300 per year.

**Housing Stabilization Program.** Available to any out-of-custody offenders who require assistance obtaining or maintaining housing. In the first year, the projected number of offenders to be served is 300, which should increase to 500 in the second year. The numbers are based on





the ratio of the number of participants that can be effectively case managed with the allocated staff.

**Bible Study.** Offered to in-custody offenders of either gender. At present, class size is limited to 10 participants per week due to a lack of space, which makes for a maximum number of 520 participants per year. With the availability of additional program space, this number should at least double to 20 participants per week, totaling 1,040 per year. This program is also offered to all inmates within their own cell.

**Computer Literacy / Employability.** Offered to in-custody offenders of either gender. At present, class size is limited to 10 participants per week due to a lack of space, which makes for a maximum number of 520 participants per year. With the availability of additional program space, this number should at least double to 20 participants per week, totaling 1,040 per year.

**Independent Studies.** Offered to all in-custody offenders. Maximum of 20 participants per housing pod. There will be 18 housing pods in the Jail, which will allow to up to 360 inmates to be served at any given time.

**Substance Abuse (NA/AA).** Offered to in-custody offenders of either gender. At present, class size is limited and offered only to 10 participants per week due to a lack of space, which makes for a maximum number of 520 participants per year. With the availability of additional program space, this number should at least double to 20 participants per week, totaling 1,040 per year.

#### **4. ADMINISTRATIVE WORK PLAN**

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

Kings County will manage this project using the following individuals: 1) the Project Administrator will be Kevin McAlister, who is the County's Public Works Director; 2) Rebecca



Campbell, Deputy County Administrative Officer, will be the designated Project Financial Officer, who will manage the projected budget and ensure that the project comes within budget; and 3) Assistant Sheriff Robert Thayer will be the designated Project Contact Person.

**4.02** *Describe the current state of the county's project planning process.*

At present, the County has formulated a conceptual design for this project with its consultants, Vanir Construction Management and DLR Group. If awarded funding, the County would use this design to work with its consultants to begin the design-bid-build process.

**4.03** *Describe the county's readiness to proceed with the project.*

Kings County owns the land and has completed its tasks for the California Environmental Quality Act (CEQA) process. The County is ready now to proceed with the schematic design of the proposed expansion. If awarded funding, Kings County will begin the process of selecting a project/construction manager, who will then help us build our design team, award the design contract, and plan and execute the construction of the proposed expansion.

**4.04** *Describe the construction project timeline.*

If awarded SB 1022 funding, the County will work with the Board of State and Community Corrections to begin the process of establishing the project through the State Public Works Board. Design will begin in July 2014, and be completed by July 2015. Construction is anticipated to begin January 2016, and completed within 18 months, or July 2017. Occupancy will be within 90 days of completion. The project timeline and milestones are set forth in Section 3: Project Timetable of the application.

**5. BUDGET REVIEW AND REASONABLENESS**

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



The amount of State financing equates to \$20 Million, which is 95% of the total project cost. Kings County is petitioning for a 5% match reduction. All of the project costs, including the construction hard and soft costs are outlined in the Conceptual Cost Estimate, attached as Appendix D. Details of the State reimbursement and County contribution are outlined in the Budget Summary Table B of Section 2.

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

The anticipated benefits will be the ability to offer mental health services in the Jail, as well as increase the programming available to both in-custody and out-of-custody offenders. These benefits will help the County to effectively manage its Jail population, as well as its out-of-custody offender population, which should reduce the need for future bed construction. In addition, the County will be able to stop leasing space in which to house out-of-custody programs, which will reduce operating costs for these programs, thereby freeing up funding to provide more in-custody programs to reduce recidivism and the future need for bed construction.

**5.03** *Describe steps that the county has taken to minimize costs of this project.*

Because the Jail was designed to be completed in phases, this project's conceptual design was already in place and we are ready to proceed with the schematic design of Phase III. The expansion has been planned with clear delineations between space types. In addition, secure functions that require a more expensive type of construction will be located directly adjacent to the Jail's housing and medical functions to reduce costs. Likewise, areas requiring less security, such as the Culinary Service and Vocations areas have been designed to use a less expensive type of construction. Finally, the new Day Reporting Center, which will not require a security





rating, has been placed in a separate building in order to use an office building type construction to minimize cost.

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

The County has been successful and will continue to leverage state and federal funds for program delivery including: Public Safety Realignment funds, Medicaid Administrative Activity funds, Perinatal categorical funds, Substance Abuse Prevention Treatment funds, Mental Health Services Act funds, Mental Health Medi-Cal funds, Drug Medi-Cal funds, and 1991 Health and Mental Health Realignment funds.

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

The proposed expansion will increase the Jail's operational capacity by freeing up general use beds, increasing the amount of programming space, and providing for the delivery of mental health services without increasing the staff necessary to operate this expansion. By designing this expansion to centralize services, the County will be able to save operational costs while increasing services, which should reduce the need for future expansion.





# **Appendix**

**A. Site Plan**

**B. Testimonial**

**C. Organizational Chart**

**D. Cost Estimate/Space Program**



## APPENDIX A - Site Plan

### DAY REPORTING CENTER

- Electronic Monitoring System (EMS)
- Life Skills Program
- Eligibility Program
- 52 week Batterer's Treatment Program
- 52 week Child Abuse Program
- Kings County Adult Probation Program (KCAPP)
- Collaborative Justice Treatment Court (CJTC)
- Victim Impact
- Intermediate Sanction K.C.A.P.P
- Cognitive Behavior Program
- Independent Studies
- Computer Literacy / Employability
- Housing Stabilization Program
- Champions Multi-Phase Partnership Program

### MENTAL HEALTH UNIT

- 24-Bed Mental Health Unit
- Suicide Prevention
- Substance Abuse Disorder (SUD) Treatment Program
- Substance Abuse (NA/AA)
- Bible Study (Faith Based Recovery) - Male
- Bible Study (Faith Based Recovery) - Female

### EXISTING & PHASE 2 FACILITY PROGRAMS ROOMS

### CULINARY SERVICE

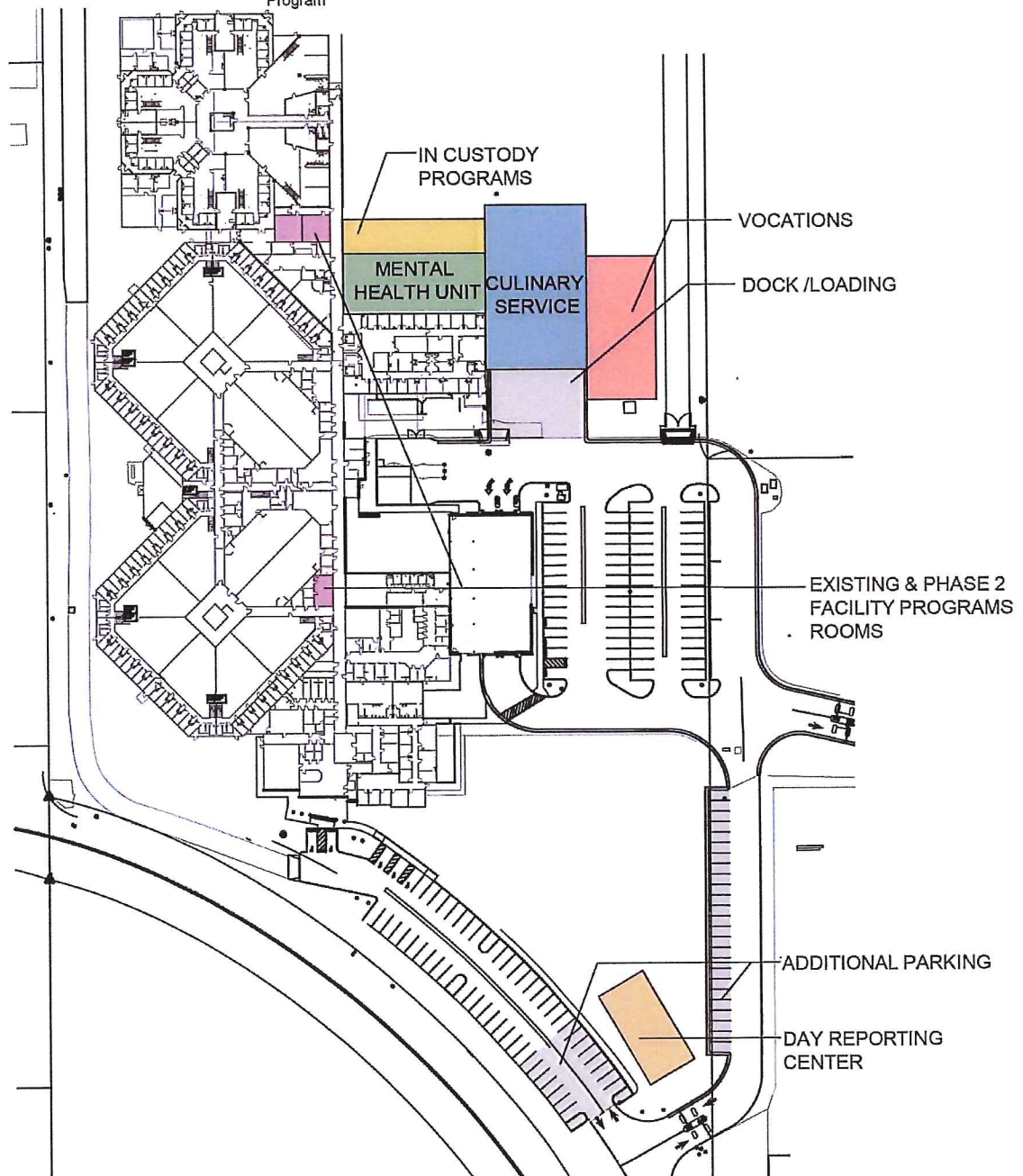
- Culinary Arts Class
- Food Service Work Program

### VOCATIONS

- Welding Class/Workshop
- Electrical Class/Workshop
- Plumbing Class/Workshop
- Intermediate Sanctions Work Program (Parks Department)

### IN CUSTODY PROGRAMS

- Bible Study (Faith Based Recovery) -Female
- Bible Study (Faith Based Recovery) - Male
- Life Skills Program
- Computer Literacy /Employability
- Substance abuse (AA/NA)
- Independent Studies





## APPENDIX B - Testimonial

# County seeks \$20 million jail grant

EXTRA SPACE WOULD HOUSE ANTI-RECIDIVISM PROGRAMS

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Kings County Sheriff David Robinson talks about the new additions to the county jail while Steve Brum, Kings County Chief probation Officer, and Hanford Police Chief Carlos Mestas listen during the meeting on Wednesday morning. (Gary Feinstein/The Sentinel)

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September 26, 2013 2:00 pm • By Seth Nidever

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**HANFORD** — Two years ago, Kings County's top priority was more beds in the county jail to hold a crush of inmates caused by a shift in state policies redirecting nonserious offenders away from state prisons and into local lockups.

But now, with county jail facilities full to overflowing and with an expensive 2016 bed expansion already in the works, officials are changing gears to accommodate a growing focus on programs designed to keep inmates from re-offending





The shift was evident at Wednesday's meeting of the Kings County Community Corrections Partnership Committee, which kicked off with community members saying that a lock-'em-up-and-throw-away-the-key mantra isn't working.

"Too much money is going into incarceration as opposed to treatment," said Hanford resident Al Cason. "If you don't treat someone with a drug and alcohol addiction, then it becomes a repeat situation."

"This is a society issue, and we have to deal with it," Cason said in an interview. "We're attacking the problem and not the cause."

Sheriff Dave Robinson, noting the lack of facility space in the jail, said the county is applying for a \$20 million grant to add space for vocational training rooms, 24 beds for mentally ill prisoners and a kitchen. More space would also be added for drug rehab, job training classes and other programs.

"We'll be able to facilitate a lot of options," Robinson said. "Hopefully, we can keep people from coming back through the revolving door. Being able to get inmates into programs is going to help tremendously."

Robinson also noted that with the state shifting its focus to prisoner rehabilitation, only counties implementing such programs are likely to get jail expansion funding.

Robinson said in an interview that with 828 jail beds expected after the 2016 expansion, there is a need for anti-recidivism programs for all those prisoners.

"We still need additional, ongoing resources to make sure we stay up with the number of beds we need, but the [high] recidivism rate needs to be targeted," he said. "Realistically, we have a dire need for program space."

Gov. Jerry Brown's 2011 realignment of nonserious offenders away from state prisons and into county jails is putting enormous pressure on already crowded local jail cells, forcing counties to make difficult decisions, according to a recent study by the Public Policy Institute of California.

Kings County's grant application is due next month, and its fate will be announced when the state announces the awards Dec. 4-6.

If Kings gets the money, the new facilities could be open in 2017.

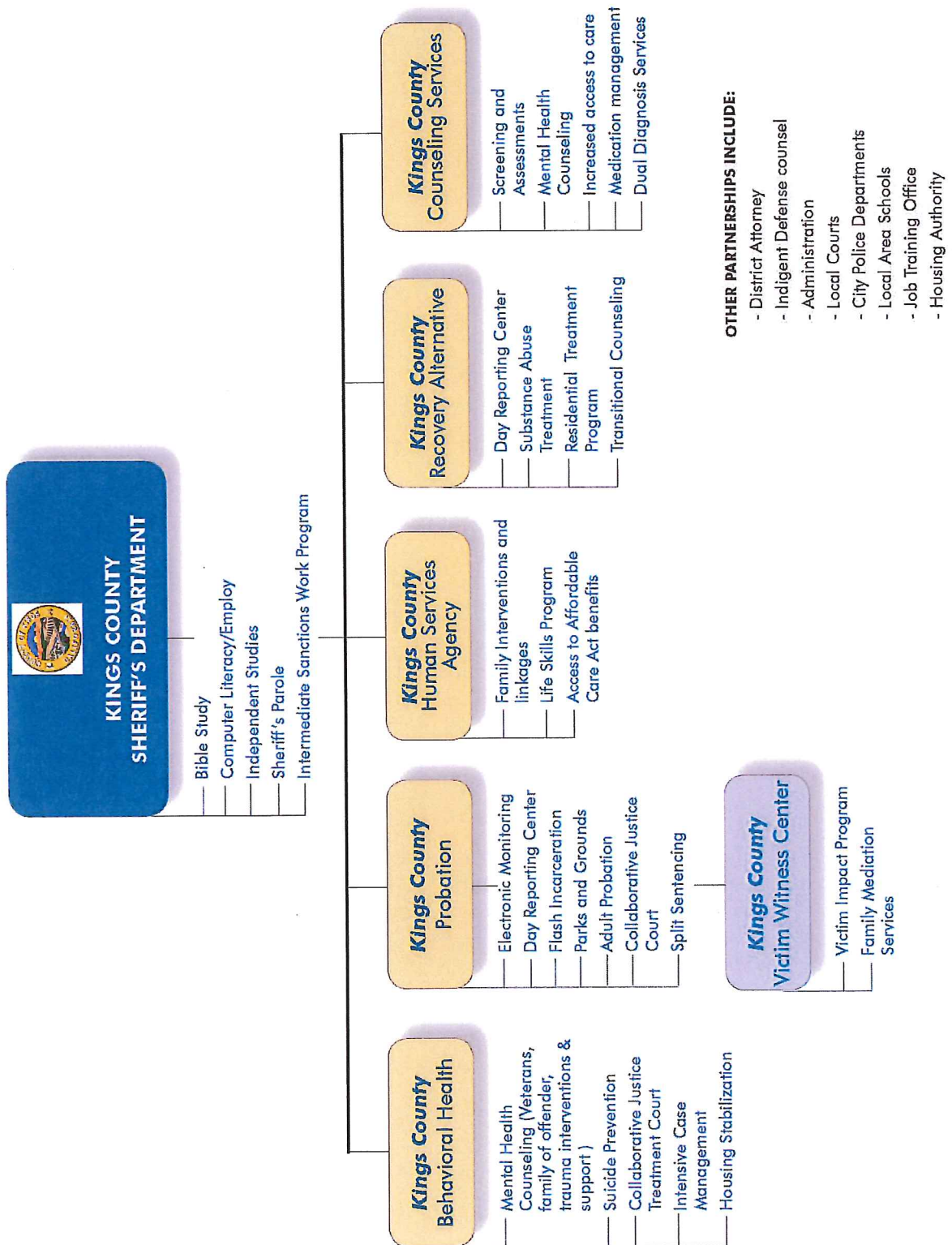
The reporter can be reached at 583-2432 and at [sndever@hanfordsentinel.com](mailto:sndever@hanfordsentinel.com). Follow him on Twitter @SelhN\_HS.





## APPENDIX C - Organizational Chart

### KINGS COUNTY JAIL SB 1022 ORGANIZATIONAL CHART





## APPENDIX D - Cost Estimate/Space Program

<b>Kings County Jail Phase III Space Summary</b>									
							Subcontract Burden - (GC's 7.5%, Contingency 15%, Fee 4%, B/I 2.25%) - Total of 31.46%		
Phase III Expansion					Site Cost	Bldg Cost		Total SF Costs	Total Costs
NO.	SPACE DESCRIPTION	Net SF	% Circ. / Walls	Gross SF					
7.00	General/Special Population Housing	3,838	2,495	6,333	\$ 40.00	\$ 300.00	\$ 446.96	\$ 446.96	\$ 2,830,489
	Capacity			24					
9.00	Food Service	10,234	2,047	12,281	\$ 40.00	\$ 330.00	\$ 486.40	\$ 486.40	\$ 5,973,406
12.00	Inmate Programs	5,940	594	6,534	\$ 40.00	\$ 235.00	\$ 361.52	\$ 361.52	\$ 2,362,139
13.00	Building Support Spaces	6,720	672	7,392	\$ 35.00	\$ 215.26	\$ 328.99	\$ 328.99	\$ 2,431,805
	<b>BUILDING TOTAL</b>	<b>26,732</b>	<b>1</b>	<b>32,564</b>					<b>\$ 13,597,939</b>
	<b>Housing Capacity Summary</b>			<b>24</b>					
	Site Work							\$ 1,662,469	
	New Construction							\$ 11,935,470	
	<b>Estimated Total Costs</b>							<b>\$ 13,597,939</b>	
	Adjust CCCI to January 2014			0.125%					\$ 16,997
	<b>Estimated Total Costs on January 2014</b>								<b>\$ 13,614,936</b>
	Escalation from Estimate date to NTP - Jan. 2014 to March 2016			24mos @ .42%/month					\$ 1,372,386
	Escalation to Midpoint of Construction			9mos @ .42%/month					\$ 566,521
	<b>Estimated Total Contracts</b>								<b>\$ 15,553,843</b>
	Construction Contingency			7%					\$ 1,088,769
	<b>Estimated Total Construction Cost</b>								<b>\$ 16,642,612</b>
	<b>Soft Costs</b>								
	Design Contingency			15%				Included w. Hard Costs Above	
	Design and Engineering fee			7.7%					\$ 1,276,488
	Special Consultants			LS					\$ 59,200
	Inspections			1.12%					\$ 151,617
	Testing			0.6%					\$ 67,990
	County Project Admin. & Maintenance Staff, Transition			LS					\$ 198,000
	Construction/ Program Management			5.1%					\$ 843,780
	Real Estate - Due Diligence			LS					\$ 20,000
	Geotech/ CEQA reports - UPDATE			LS					\$ 20,000
	Needs Assessment			LS					\$ 2,000
	Audit - Contract Monitoring Unit			0.25%					\$ 33,995
	Identify/ Locate existing underground utilities			LS					\$ 10,000
	County Project Admin - Construction Phase			LS					\$ 20,000
	Facility Planning and Programming			LS					\$ 89,000
	Maintenance Staff Support/ Transition Planning			LS					\$ 125,000
	State Fire Marshall			LS					\$ -
	Local Mitigation Fee (Rule 9510 ISR Fee & Consultant)			LS					\$ 50,000
	Agency Retained Items			5.0%					\$ 1,169,949
	Plan Check & Permit Fee								\$ 40,000
	Commissioning								\$ 55,000
	Advertising, Printing & Mailing								\$ 28,000
	Site Acquisition (Land Value)								\$ 150,000
	<b>Total Soft Cost</b>								<b>\$ 4,410,019</b>
	<b>Total Project Cost</b>								<b>\$ 21,052,631</b>



<b><u>Kings County Jail Phase III Space Summary</u></b>				
<b>NO.</b>	<b>SPACE DESCRIPTION</b>	<b>Phase III Expansion</b>		
		<b>Net SF</b>	<b>% Circ. / Walls</b>	<b>Gross SF</b>
7.00	Mental Health Unit	3,838	2,495	6,333
	Capacity			24
9.00	Culinary Service	10,234	2,047	12,281
12.00	In Custody Programs	2,400	240	2,640
12.50	Day Reporting Center	3,540	354	3,894
13.00	Vocations	6,720	672	7,392
	<b>BUILDING TOTAL</b>	<b>26,732</b>	<b>1</b>	<b>32,564</b>



**BEFORE THE BOARD OF SUPERVISORS  
OF THE COUNTY OF KINGS, STATE OF CALIFORNIA**

\*\*\*\*\*

**IN THE MATTER OF SEEKING  
FUNDING FOR THE ADULT CRIMINAL  
JUSTICE FACILITIES CONSTRUCTION  
FINANCING PROGRAM** \_\_\_\_\_/

**RESOLUTION NO. 13-056**

**PREFERENCE CRITERION NO. 1:**

**WHEREAS**, the County of Kings (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 Kings County does hereby represent, warrant, and covenant as follows:

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**PREFERENCE CRITERION NO. 2:**

**WHEREAS**, the County is seeking funding preference for submittal of the complete initial real estate due diligence package; and

**PREFERENCE CRITERION NO. 3:**

**WHEREAS**, the County is not seeking funding preference for submittal of documentation evidencing that CEQA has been fully completed for the proposed project, however, the County expects that all related statutes of limitation will expire without challenge by the end of November 2013; and

**PREFERENCE CRITERION NO. 4:**

**WHEREAS**, the County is seeking funding preference associated with review of an authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of the County of Kings 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; and

**WHEREAS**, each of the Chairman of the Board of Supervisors, or his designees (collectively, the "Authorized Officers"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk of 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; and

**WHEREAS**, each of the Authorized Officers is authorized to execute theses

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.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** as follows:

1. Kevin McAlister, Public Works Director, is the designated County Construction Administrator; Rebecca Campbell, Deputy County Administrative Officer, is the designated Project Financial Officer; and Robert Thayer, Assistant Sheriff is the designated Project Contact Person;

2. Doug Verboon, Chairman of the Board of Supervisors, is authorized to sign the Applicant's Agreement and submit the proposal for funding.

3. The County will adhere to any and all state requirements and terms of 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.

4. The County shall safely staff and operate the facility that is being constructed, consistent with Title 15 of the California Code of Regulations, within ninety (90) days after project completion.

5. 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 ten (10) years beyond the completion date of the adult local criminal justice facility.

6. The fair market value of the land upon which the proposed facilities will be built is \$195,000, which will be used as part of the County's in-kind contribution if awarded funds under the SB 1022 Financing Program.

7. The County shall provide its hard match contribution by using one of two sources, which are listed in order of preference. First, Mental Health Services Act Capital Facilities Funds, totaling \$549,000, with a contribution from the Capital Outlay funds of \$105,000, and \$398,000 of in-kind matches, which consist of the land value and County staff time. If Mental Health Services Act Funds are not available, the County will provide the \$549,000 from Capital Outlay funds.

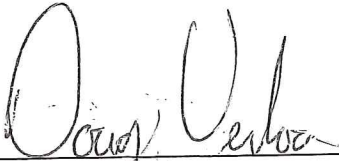
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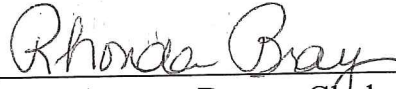
The foregoing resolution was adopted upon motion by Supervisor Fagundes, seconded by Supervisor Barba at a regular meeting held on the 22<sup>nd</sup> day of October, 2013, by the following vote:

AYES: Supervisors Fagundes, Barba, Valle, Neves, Verboon  
NOES: None  
ABSENT: None  
ABSTAIN: None



Doug Verboon, Chairman of the Board of Supervisors  
County of Kings, State of California

IN WITNESS WHEREOF, I have set my hand this 22<sup>nd</sup> day of October, 2013.



Rhonda Bray, Deputy Clerk of said Board of Supervisor

h:\resolutn\SB 1022-Criminal Facility Financing Program 2013.doc

STATE OF CALIFORNIA		} ss.
COUNTY OF KINGS		
I, CATHERINE VENTURELLA, Clerk of the Board of Supervisors of said County and State, do hereby certify the foregoing to be a full, true and correct copy of the original thereof on file in my office.		
Witness my hand and Seal of said Board, this <u>22<sup>nd</sup></u> day of <u>Oct</u> , 20 <u>13</u>		
CATHERINE VENTURELLA Clerk of the Board of Supervisors		
By <u>Rhonda Bray</u>	Deputy Clerk	



**BOARD OF SUPERVISORS**  
**REQUEST TO HOLD PLACE ON AGENDA**  
(Follow Instructions and Complete Form)

Meeting Date:

**October 22, 2013**

Introduced By Dept.:

**Administration - Larry**

**Spikes/Rebecca Campbell**

Subject as it is to Appear on Agenda:

**SB 1022 REQUEST FOR PROPOSAL APPLICATION**

Approximate Time Required:

**5 Minutes**

Consent Calendar: ☐

Who will Appear Before the Board:

Telephone No/ Ext.:

Address (If not County Official):

Telephone No/ Ext.:

Has Item been Reviewed by Administration: ☒

By County Counsel: ☒

Not Required: ☐

**DOCUMENT CHECKLIST:** IF THE ABOVE MATTER REQUIRES APPROVAL OF ANY DOCUMENT PLEASE INDICATE BELOW AND ENSURE THAT THE REQUIRED DOCUMENTS ARE ATTACHED WITH YOUR AGENDA ITEM:

☒ **Resolution/Ordinance:** Include one (1) copy with each agenda item and E-mail with Agenda Item.

☐ **Agreement:** Provide sufficient number of copies of agreement to be executed -- one for each party to the agreement. Ensure that all agreements have been signed by the other party(ies). If the agreement **has not been signed** by the other party(ies) as in the case of State or Federal agreements, provide one copy for the Clerk's Pending file. **You are to forward one fully executed original agreement for Board Records as soon as available on agreements with the State or other government agency.**

☐ **Budget Transfer:** Include completed and signed Budget Transfer Form with Clerk's agenda packet).

☐ **Deed** [Include signed original document with Clerk's agenda packet.]

☐ **Notice of Determination** [Include two (2) copies with Clerk's copy of agenda packet.]

☐ **Action Requires 4/5-Vote**

☐ **Notice of Hearing** [Include one copy with Clerk's copy of agenda packet AND INCLUDE PUBLICATION REQUIREMENTS & INSTRUCTIONS. E-mail with agenda item.]

☐ **Lease** [Provide sufficient number of copies of Lease to be executed with original signatures of Lessee -- one for each party to the Lease.]

☐ Other \_\_\_\_\_

**REPORT OF BOARD ACTION TO BE COMPLETED BY BOARD CLERK::**

☐ Approved by Minute Order.

☒ Adopted Resolution # **13-056**

☐ Approved Agreement # \_\_\_\_\_

☐ Introduced/Adopted Ordinance # \_\_\_\_\_

☐ Continued to \_\_\_\_\_

☐ Item Pulled

☐ Referred to \_\_\_\_\_

☐ Study Session/Information Only.

Number of Minute Orders Required

**3**

Number of Agmts/Reso/Ord

**3**

Disposition: Name and Title

Address: (Fill in only if not county official)

Must they be Certified? **Y**

Must they be Certified? **Y**

**Return to Rebecca.**

**3 original proposals - 1 BOS**

**1 State**

**1 - Admin**



## OFFICE OF COUNTY ADMINISTRATOR

COUNTY OF KINGS  
GOVERNMENT CENTER

LARRY SPIKES  
COUNTY ADMINISTRATIVE  
OFFICER

October 22, 2013

Board of State and Community Corrections  
Attn: Lenard LaChappell  
600 Bercut Drive  
Sacramento, Ca 95811

Subject: SB 1022 Kings County Contribution/Match

Dear Mr. LaChappell:

Kings County is seeking funding preference for its proposed project within the Adult Local Criminal Justice Facilities Construction Financing Program (the "SB 1022 Financing program"). On October 22, 2013, the Kings County Board of Supervisors adopted the resolution to fund the required match using Mental Health Services Act (MHSA) Capital Facilities funds, County Capital Outlay funds, and in-kind sources, which consist of the land value and County staff time. A table outlining those sources is shown below:

Source	\$ Amount	Notes
MHSA Capital Facilities \$	\$549,000	Pre-development costs including architectural, engineering, legal and environmental services and costs associated with site control.
County Capital Outlay \$	\$105,000	Covers Construction Management Pre-Design Services, auditing, and additional eligible costs.
In-Kind Staff Time	\$203,000	Staff administration time and transition planning time.
In-Kind Land Value	\$195,000	Land value of proposed expansion space.
TOTAL	\$1,052,000	Total 5% Match Requirement

7701-00

**Kings**  
BOS Pref Criteria  
Masterfile

**A16-13**  
2/2  
**BSCC**



The Board of Supervisors committed to funding the Project match with County Capital Outlay funds in case the MHSA Capital Facilities funds are not released for this purpose. The Board of Supervisors adopted Resolution and Meeting Minute Order is attached to show the Board's approval.

Also attached to this letter is the detail for the MHSA Capital Facilities funds and a printed Audit Trail of the County Capital Outlay Fund Contingencies that would be available for the match.

Respectfully submitted,



Rebecca Campbell

Deputy County Administrative Officer/SB 1022 Project Manager

/rc

Attachments:

- Board of Supervisors' Resolution for the Adult Criminal Justice Facilities Construction Program (Two Originals)
- Board of Supervisors' October 22, 2013 Meeting Minute Order (Two Originals)
- MHSA Capital Facilities Documents (Two Copies)
- County Capital Outlay Contingencies FY 2013/14 Audit Trail Statement (Two Copies)
- Appraisal





# COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 582-3211 EXT 2362  
Catherine Venturella, Clerk of the Board of Supervisors

## AGENDA ITEM

October 22, 2013

Bookmark: 12

### SUBMITTED BY:

Administration – Larry Spikes / Rebecca Campbell  
Behavioral Health – Mary Anne Ford Sherman  
Sheriff's Office – Sheriff David Robinson

### SUBJECT:

SB 1022 REQUEST FOR PROPOSAL APPLICATION

### SUMMARY:

#### Overview:

On June 27, 2012, Senate Bill (SB) 1022 became law, and the County has the potential to obtain a \$20 million lease-revenue bond from the State for an expansion of the County's Jail adult detentions facility. The Request for Proposal (RFP) for the construction program was issued by the State on July 23, 2013 and completed project proposals must be submitted by October 24, 2013. The application for funding has been prepared by County staff in coordination with Vanir Construction Management, Inc. (Vanir), and is ready for submittal to the State.

#### Recommendation:

- 1) Authorize the Chairman of the Board to sign the SB 1022 Adult Local Criminal Justice Facilities Construction Financing Program Proposal Form; and
- 2) Authorize the Chairman to sign the attached Resolution.

#### Fiscal Impact:

There is a potential for the County to obtain a \$20 million lease-revenue bond from the State for an expansion of the County's Jail adult detentions facility. The maximum amount of state financing that can be requested in any one project proposal submittal is limited to 90 percent of the total project costs, up to \$20 million. Kings County may receive a reduction in the 10 percent contribution (match) requirement following petition to the Board of State and Community Corrections. If the petition is granted, Kings County must still provide a minimum of five percent contribution, and in these cases the maximum amount of state financing is limited to 95 percent of the total project costs, up to \$20 million.

(Cont'd)

### BOARD ACTION:

APPROVED AS RECOMMENDED: ☒ OTHER: ☐

ROLL CALL: FAGUNDES, BARBA, VALLE, NEVES, VERBOON - AYE

[Reference: See Resolution No. 13-056; which by reference hereto, is made part of these minutes.]

I hereby certify that the above order was passed  
and adopted on 10/22/2013.

CATHERINE VENTURELLA, Clerk to the Board

By Rhonda Gray, Deputy.

## Agenda Item

### SB 1022 REQUEST FOR PROPOSAL APPLICATION

October 22, 2013

Page 2 of 4

The cost of the project totals \$21,052,000, and is outlined on page 5 of the Proposal Form. The State will provide \$20,000,000 for the project and the County will be required to provide \$1,052,000 in the form of Cash or In-Kind Match. It is being proposed that this match come from Mental Health Services Act (MHSA) Capital Facilities funds, Capital Outlay funds, and in-kind sources. The breakdown of match sources is outlined in the table below:

Source	\$ Amount	Notes
MHSA Capital Facilities \$	\$549,000	Pre-development costs including architectural, engineering, legal and environmental services and costs associated with site control.
County Capital Outlay \$	\$105,000	Covers Construction Management Pre-Design Services, auditing, and additional eligible costs.
In-Kind Staff Time	\$203,000	Staff administration time and transition planning time.
In-Kind Land Value	\$195,000	Land value of proposed expansion space.
TOTAL	\$1,052,000	Total 5% Match Requirement

In partnership with Kings County Behavioral Health, funds totaling \$549,000 to be utilized for the match obligation are proposed to come from a portion of the MHSA Capital Facilities dollars. This revenue leveraging has been part of a stakeholder process regarding inmate transitional services from custody to the community. The MHSA plan update for this action, as well as the thirty-day public review process will begin November 1, 2013. In order to expend this funding, which is currently in the Behavioral Health Department's Trust, this plan update will go before the Board for consideration of approval on December 3, 2013. It is requested that your Board sign the attached resolution committing to fund the Project match with County Capital Outlay funds in case the MHSA funds are not released for this purpose.

#### **BACKGROUND:**

Among the provisions in SB 1022, the State Public Works Board (SPWB) and the Board of State and Community Corrections (BSCC) are authorized to enter into agreements with participating counties to acquire, design, and construct, including expanding or renovating, an adult local criminal justice facility approved by the BSCC. The bill would authorize the SPWB to issue up to \$500,000,000 in state lease-revenue bonds, notes, or bond anticipated notes to finance those approved adult local criminal justice facilities.

On July 23, 2013, the BSCC issued the final RFP for the SB 1022 program. On August 13, 2013, your Board approved a professional services agreement with Vanir to assist the County with preparing the application. Staff from the Administration Office, Behavioral Health Department, County Counsel's Office, Probation Department, and Sheriff's Office worked together with Vanir to complete the proposal. Applications for funding are due to the BSCC by October 24, 2013.

## **Agenda Item**

### **SB 1022 REQUEST FOR PROPOSAL APPLICATION**

**October 22, 2013**

**Page 3 of 4**

Counties may apply for and receive state financing to build new, or expand or renovate existing adult local criminal justice facilities. For purposes of this program, adult local criminal justice facilities are defined as facilities that may include any custodial housing, reentry, program, mental health or treatment space necessary to manage the adult offender population consistent with the legislative intent described in Sections 17.5 and 3450 of the Penal Code, under the jurisdiction of the sheriff or county department of corrections.

If awarded funding under SB 1022, Kings County plans to construct the following: 1) a 24-bed Mental Health Unit that will be attached to the Jail's medical unit as completed under the Phase II expansion; 2) a Culinary Service kitchen area of sufficient size to serve the Jail once fully expanded and provide program space to offer in-custody offenders a culinary arts program; 3) a Vocations space that will offer vocational training for in-custody offenders and will house the supplies necessary to operate the Jail and its programs; 4) an In-Custody Programs space that will provide three additional program rooms for offenders; and 5) a Day Reporting Center building that will include the current Day Reporting Center program as well as additional program and office space to provide out of custody offenders a centralized, easily accessible location to access services, participate in programs, and apply for public assistance. The first four areas will be physically attached to the Jail as expanded under the AB 900 Phase II expansion. The new Day Reporting Center will be a stand-alone building on the Jail's site, as approved by BSCC in accordance with the single-site requirement for SB 1022 projects and will be served by the Jail's water, power, and sewer system. A diagram of the proposal is included as Appendix A of the application documents.

The SB 1022 legislation requires that funding preference shall be given to counties that are most prepared to proceed successfully with this financing in a timely manner. It further requires that the determination of preparedness to proceed shall include, but not be limited to, counties providing documentation of adequate, available matching funds authorized by the county Board of Supervisors from a source or sources compatible with the authorized financing, as determined by the SPWB in its sole discretion. There are four distinct funding preference criteria, as outlined below.

The four preference criteria are as follows:

1. Commitment of adequate county contribution funds (mandatory criterion).
2. Initial real estate due diligence package submittal.
3. Documentation evidencing California Environmental Quality Act (CEQA) compliance has been completed.
4. Review of and authorization to execute the financing program project documents.

Kings County will be requesting funding preference for three of the four criteria, as outlined in the attached resolution. Unfortunately, the County cannot request preference points for CEQA completion; however the CEQA process should be completed before the grant is awarded.

If Kings County is given a conditional SB 1022 award in January 2014, then Staff will return to your Board to start the project start immediately. The schedule is outlined as follows:

## Agenda Item

### SB 1022 REQUEST FOR PROPOSAL APPLICATION

October 22, 2013

Page 4 of 4

Key Events	Start Date	End Date
Site assurance/comparable long-term possession within 90 days of award	1/16/2014	1/16/2014
Real estate due diligence package submitted within 120 days of award	1/16/2014	4/16/2014
State Public Works Board meeting – Project Established within 18 months of award	1/16/2014	11/9/2014
Schematic Design with Operational Program Statement within 24 months of award (design-bid-build projects)	7/9/2014	11/9/2014
Design Development (Preliminary drawings) with Staffing Plan	11/10/2014	1/25/2015
Staffing/Operating Cost Analysis approved by the Board of Supervisors	1/26/2015	2/8/2015
Construction Documents (Working drawings)	1/26/2015	7/19/2015
Construction Bids	9/15/2015	12/14/2015
Notice to Proceed within 42 months of award	12/15/2015	1/14/2016
Construction (maximum 3 years to complete)	1/15/2016	7/14/2017
Staffing/Occupancy within 90 days of completion	7/15/2017	10/13/2017



**BEFORE THE BOARD OF SUPERVISORS  
OF THE COUNTY OF KINGS, STATE OF CALIFORNIA**

\*\*\*\*\*

**IN THE MATTER OF SEEKING  
FUNDING FOR THE ADULT CRIMINAL  
JUSTICE FACILITIES CONSTRUCTION  
FINANCING PROGRAM** \_\_\_\_\_/

**RESOLUTION NO. 13-056**

**PREFERENCE CRITERION NO. 1:**

**WHEREAS**, the County of Kings (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 Kings County does hereby represent, warrant, and covenant as follows:

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**WHEREAS**, 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; and

**PREFERENCE CRITERION NO. 2:**

**WHEREAS**, the County is seeking funding preference for submittal of the complete initial real estate due diligence package; and

**PREFERENCE CRITERION NO. 3:**

**WHEREAS**, the County is not seeking funding preference for submittal of documentation evidencing that CEQA has been fully completed for the proposed project, however, the County expects that all related statutes of limitation will expire without challenge by the end of November 2013; and

**PREFERENCE CRITERION NO. 4:**

**WHEREAS**, the County is seeking funding preference associated with review of an authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of the County of Kings 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; and

**WHEREAS**, each of the Chairman of the Board of Supervisors, or his designees (collectively, the "Authorized Officers"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk of 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; and

**WHEREAS**, each of the Authorized Officers is authorized to execute theses

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.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** as follows:

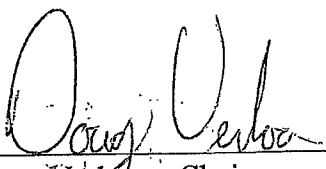
1. Kevin McAlister, Public Works Director, is the designated County Construction Administrator; Rebecca Campbell, Deputy County Administrative Officer, is the designated Project Financial Officer; and Robert Thayer, Assistant Sheriff is the designated Project Contact Person;
2. Doug Verboon, Chairman of the Board of Supervisors, is authorized to sign the Applicant's Agreement and submit the proposal for funding.
3. The County will adhere to any and all state requirements and terms of 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.
4. The County shall safely staff and operate the facility that is being constructed, consistent with Title 15 of the California Code of Regulations, within ninety (90) days after project completion.
5. 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 ten (10) years beyond the completion date of the adult local criminal justice facility.
6. The fair market value of the land upon which the proposed facilities will be built is \$195,000, which will be used as part of the County's in-kind contribution if awarded funds under the SB 1022 Financing Program.
7. The County shall provide its hard match contribution by using one of two sources, which are listed in order of preference. First, Mental Health Services Act Capital Facilities Funds, totaling \$549,000, with a contribution from the Capital Outlay funds of \$105,000, and \$398,000 of in-kind matches, which consist of the land value and County staff time. If Mental Health Services Act Funds are not available, the County will provide the \$549,000 from Capital Outlay funds.

///

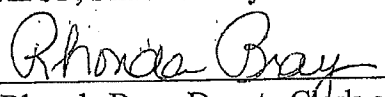
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The foregoing resolution was adopted upon motion by Supervisor Fagundes, seconded by Supervisor Barba at a regular meeting held on the 22<sup>nd</sup> day of October, 2013, by the following vote:


AYES: Supervisors Fagundes, Barba, Valle, Neves, Verboon  
NOES: None  
ABSENT: None  
ABSTAIN: None

  
\_\_\_\_\_  
Doug Verboon, Chairman of the Board of Supervisors  
County of Kings, State of California

IN WITNESS WHEREOF, I have set my hand this 22<sup>nd</sup> day of October, 2013.

  
\_\_\_\_\_  
Rhonda Bray, Deputy Clerk of said Board of Supervisor

h:\resolutn\SB 1022-Criminal Facility Financing Program 2013.doc

STATE OF CALIFORNIA		} ss.
COUNTY OF KINGS		
I, CATHERINE VENTURELLA, Clerk of the Board of Supervisors of said County and State, do hereby certify the foregoing to be a full, true and correct copy of the original thereof on file in my office.		
Witness my hand and Seal of said Board, this <u>22<sup>nd</sup></u> day of <u>Oct</u> , 20 <u>13</u>		
CATHERINE VENTURELLA Clerk of the Board of Supervisors		
By		Deputy Clerk



**MENTAL HEALTH SERVICES ACT (MHSA) AGREEMENT**

Funding Source: MHSA FUNDS  
Term of Agreement: 07/01/2004-06/30/2013

Agreement No. 07-77316-000  
Modification No. B.11

State of California  
Department of Mental Health  
Community Services Division  
1600 9th Street, Sacramento, CA 95814

Kings County Behavioral Health Administration  
450 Kings County Drive, Ste. 104  
Hanford, CA 93230

This MHSA Agreement is entered into by and between the State of California, Department of Mental Health, hereinafter referred to as the State and Kings County, hereinafter referred to as the County. The County agrees to operate a program in accordance with the provisions of this agreement and to have an approved Three-Year Program and Expenditure Plan addressing the component(s) referenced below for the above named County filed with the State pursuant to the Mental Health Services Act.

Purpose: This modification consists of this sheet and those of the attached Exhibit A, Funding Detail Chart, and is to incorporate and add MHSA funds as follows:

**Distributions**

Fiscal Year	Fund Name	PCA	Amount	Transaction Type	Notes
FY 11/12	CSS Services	27613	\$159,345	Distribution to County	
FY 11/12	PEI Services	27630	\$34,140	Distribution to County	
FY 11/12	INN Services	27616	\$10,175	Distribution to County	

Allocations: The State agrees to reimburse the County not to exceed the amount listed hereinafter as "Total Approved Amount".

Total Approved Amount	\$27,637,999	Total Prior Distributed Amount	\$27,434,339
Total Unspent Reversion Amount		Distribution FY 11/12	\$203,660
Total Adjusted Approved Amount	\$27,637,999	Total Adjusted Distributed Amount	\$27,637,999

**Invoices, Transfers, Expenditure Adjustments, and Unapproved Reversion Transactions included in this modification are listed on page 2 of this agreement**

This agreement is exempt from Section 10295 of Chapter 2 of Part 2 of Division 2 of the Public Contract Code and is exempt from review or approval of the Dept. of General Services and the Dept. of Finance.

Approved for the State (DMH) (by signature)

DMH Procurement and Contracts Officer  
Date Signed 4/16/12

I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditure as stated herein.

Signature of DMH Accounting Officer  
Date Signed 4/16/12

**FULLY EXECUTED****RECEIVED**

APR 16 2012

**BEHAVIORAL HEALTH**

MENTAL HEALTH SERVICES ACT (MHSA) AGREEMENT

Funding Source: MHSA FUNDS  
Term of Agreement: 07/01/2004-06/30/2013

Agreement No. 07-77316-000  
Modification No. B.11

State of California  
Department of Mental Health  
Community Services Division  
1600 9th Street, Sacramento, CA 95814

Kings County Behavioral Health Administration  
450 Kings County Drive, Ste. 104  
Hanford, CA 93230

Invoices

NONE

Transfers, Expenditure Adjustments, Prudent Reserve Access and Unapproved Reversion (No distribution)

NONE



## Summary of Allocations, Transfers(T), Approved for Distributions(AD) and Unapproved Reversion

Fund Name	Source(+) Destination(-)	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Total
Community Program Planning (CPP)	Allocation	\$114,830										\$114,830
	CPP Planning(AD)	(\$114,830)										(\$114,830)
	Available	\$0										\$0
Community Services & Support (CSS)	Allocation	\$1,496,500	\$1,511,485	\$2,470,500	\$2,936,100	\$3,870,700	\$3,370,100	\$3,186,900				\$18,842,285
	CSS Extension of Planning(AD)	(\$112,000)										(\$112,000)
	CSS Other One- Time(AD)	(\$449,500)										(\$449,500)
	CSS Services(AD)		(\$721,341)	(\$2,091,197)	(\$2,824,781)	(\$3,870,700)	(\$3,370,100)	(\$1,752,795)				(\$14,630,914)
	CSS System Improvement(AD)	(\$661,000)										(\$661,000)
	Prudent Reserve (AD)	(\$274,000)	(\$790,144)	(\$379,303)	(\$111,319)							(\$1,554,766)
Housing Program	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$1,434,105				\$1,434,105
	Allocation				\$2,204,100							\$2,204,100
	Housing Assignment(AD)				(\$2,204,100)							(\$2,204,100)
Workforce, Education and Training (WET)	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	Allocation			\$353,600	\$402,400							\$756,000
	WET Activities(AD)			(\$300,600)	(\$402,400)							(\$703,000)
	WET Planning and Early Implementation (AD)			(\$53,000)								(\$53,000)
	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	Allocation			\$1,254,300	\$394,100							\$1,648,400
Capital Facilities & Technological Needs (CF/TN)	Capital Facilities (AD)				(\$1,254,300)	(\$394,100)						(\$1,648,400)
	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0
	Allocation			\$417,300	\$851,500	\$1,216,600	\$797,100	\$682,800				\$3,965,300
Prevention and Early Intervention (PEI)	PEI Planning(AD)			(\$86,800)								(\$86,800)
	PEI Services(AD)				(\$851,500)	(\$1,216,600)	(\$797,100)	(\$375,540)				(\$3,240,740)
	Prudent Reserve (AD)			(\$281,124)								(\$281,124)
	Unapproved Reversion			(\$49,376)								(\$49,376)
	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$307,260				\$307,260
State Administered Projects (SAP)	Allocation					\$150,000	\$150,000	\$150,000	\$150,000			\$600,000
	SAP Services(AD)					(\$150,000)	(\$150,000)	(\$150,000)	(\$150,000)			(\$600,000)
	Available	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0

Fund Name	Source(+) Destination(-)	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Total
Training, TA & Capacity Building (TTACB)	Allocation					\$22,700	\$22,700	\$22,700	\$22,700			\$90,800
	TTCB-Services(AD)					(\$22,700)	(\$22,700)	(\$22,700)	(\$22,700)			(\$90,800)
	Available					\$0	\$0	\$0	\$0			\$0
Innovation (INN)	Allocation					\$298,300	\$298,300	\$498,500	\$203,500			\$1,298,600
	INN Planning(AD)					(\$74,600)	(\$74,600)					(\$149,200)
	INN Services(AD)					(\$223,700)	(\$223,700)	(\$498,500)	(\$111,925)			(\$1,057,825)
	Available					\$0	\$0	\$0	\$91,575			\$91,575
Total Allocations		\$114,830	\$1,496,500	\$1,865,085	\$6,748,600	\$4,652,700	\$5,558,300	\$4,838,400	\$4,245,900			\$29,520,315
Total Approved		(\$114,830)	(\$1,496,500)	(\$1,865,085)	(\$6,699,224)	(\$4,652,700)	(\$5,558,300)	(\$4,838,400)	(\$2,412,960)			(\$27,637,999)
Total Unapproved Reversion					(\$49,376)							(\$49,376)
Total Available		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,832,940			\$1,832,940



ENCLOSURE 1

**Mental Health Services Act (MHSA)  
Capital Facilities and Technological Needs**

**PROPOSED GUIDELINES  
for completing the  
CAPITAL FACILITIES AND TECHNOLOGICAL  
NEEDS COMPONENT PROPOSAL  
of the  
COUNTY'S THREE-YEAR PROGRAM AND  
EXPENDITURE PLAN**

**March 18, 2008**

**Mental Health Services Act  
Capital Facilities and Technological Needs  
Component Proposal**

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## PART I: PURPOSE AND BACKGROUND

**Purpose:** The purpose of this document is to set forth proposed guidelines for the submission of the Capital Facilities and Technological Needs Component Proposal that each County mental health department shall submit as part of its Three-Year Program and Expenditure Plan (Three-Year Plan). The Component Proposal encompasses Capital Facilities and Technological Needs together pursuant to direction provided further in this document. The Component Proposal must provide an overview of how the County expects to utilize the available funding and how the Component Proposal supports the goals of the Mental Health Services Act (MHSA) as stated in the County's Three-Year Program and Expenditure Plan. Funding requests to support this Component Proposal will be made via Capital Facilities and/or Technological Needs Project Proposal(s). See Enclosures 2 (Capital Facilities) and 3 (Technological Needs) of this Department of Mental Health (DMH, Department) Information Notice for information regarding the submission of the Project Proposals.

**Background:** The MHSA provides funding for services and resources that promote wellness, recovery, and resiliency for adults and older adults with severe mental illness and for children and youth with serious emotional disturbances and their family members. A portion of the MHSA funds have been specifically set aside for Capital Facilities and Technological Needs pursuant to Welfare and Institutions Code (WIC) Section 5892(a)(2) to promote the efficient implementation of the MHSA. Beginning Fiscal Year 2008/2009, Counties may use a portion of their MHSA Community Services and Support (CSS) funding for capital facilities and technological needs as specified in Section 5892(b).

Each County's Capital Facilities and Technological Needs Component Proposal and the Capital Facilities and/or Technological Needs Project Proposals must support the goals of the MHSA and the provision of MHSA services. The planned use of the Capital Facilities and Technological Needs funds should produce long-term impacts with lasting benefits that move the mental health system towards the goals of wellness, recovery, resiliency, cultural competence, prevention/early intervention, and expansion of opportunities for accessible community-based services for clients and their families which promote reduction in disparities to underserved groups. These efforts include development of a variety of technology uses and strategies and/or of community-based facilities which support integrated service experiences that are culturally and linguistically appropriate. Funds may also be used to support an increase in peer-support and consumer-run facilities, development of community-based, less restrictive settings that will reduce the need for incarceration or institutionalization, and the development of a technological infrastructure for the mental health system to facilitate the highest quality, cost-effective services and supports for clients and their families. *fe* *46*

The long-term goal of DMH is to develop an Integrated Information Systems Infrastructure where all counties can securely access and exchange information. This infrastructure will provide the local service sites with client demographic information, locations of previous services and critical clinical information for

coordination of care purposes. The infrastructure will allow different County systems to share information across a secure network environment both inside and outside their respective counties. Counties and their contract medical and mental health providers, hospital emergency departments, laboratories, pharmacies, clients and their families could all securely access and exchange information through the infrastructure.

The foundation for an Integrated Information Systems Infrastructure is the Electronic Health Record (EHR) system, which is a secure, real-time, point-of-care, client-centric, information resource for service providers. The goals of MHSA will be achieved as Counties assess their current state of technological readiness and develop and implement roadmaps for technological improvements over time. The *Roadmap* will define the plan, schedule and approach to achieving an Integrated Information Systems Infrastructure. It will include proposed project milestones and cost estimates as well as plans for vendor selection, training, communication, and workflow assessment (see Enclosure 3 for more details on the *Roadmap*).

## **PART II: PLANNING ESTIMATE AND PROPOSAL FUNDING**

WIC Sections 5892(a)(2) and 5892(e) identify the percentage of MHSA revenues reserved for the Capital Facilities and Technological Needs Component Proposal. At this time, the maximum amount of Capital Facilities and Technological Needs funding available to each County is provided in the DMH Information Notice 08-02. County mental health programs must submit a Capital Facilities and Technological Needs Component Proposal (Enclosure 1), which must be approved by DMH in order for DMH to approve a request for MHSA funding under this Component Proposal via Capital Facilities Project Proposal(s) (Enclosure 2) and/or Technological Needs Project Proposal(s) (Enclosure 3). The sum of all project proposal funding requests may not exceed the total Capital Facilities and Technological Needs Planning Estimate identified for each County. Pursuant to Section WIC 5892(h) MHSA funds dedicated to the Capital Facilities and Technological Needs Component Proposal must be used within ten years or they will revert back to the State Mental Health Services Fund (MHS Fund) for redistribution to all participating Counties.

The amount shown in DMH Information Notice 08-02 represents the initial funding amount for the Capital Facilities and Technological Needs Component Proposal based on actual deposits into the State MHS Fund through July 2, 2007. Additional MHSA funding will be identified for the Capital Facilities and Technological Needs Component Proposal in the future based on actual deposits into the State MHS Fund through June 30, 2008. Counties may access the additional Capital Facilities and Technological Needs funding through Project Proposals which serve as updates to the Three-Year Plans. Counties also may request funds from the Community Services and Supports Component for Capital Facilities and Technological Needs beginning in FY 2008-09 provided that the total amount requested for capital facilities and technological needs, workforce education and training needs and the Prudent Reserve does not exceed 20



percent of the average amount of funds allocated to the County for the previous five years (WIC Section 5892(b)).

Capital Facilities and Technological Needs projects that benefit more than only the mental health system must include revenues from other funding sources so that the net cost to the MHSA is reflective of the benefit received by the mental health system. The County should use a reasonable allocation approach to determine the share of a Project's cost related to the MHSA, such as percentage of square feet or the number of clients served within programs (e.g. Mental Health clients versus Primary Health Care). The County must also comply with WIC Section 5891 and Section 3410 of Title 9 of the California Code of Regulations (CCR) addressing County obligations regarding non-supplantation.

### **PART III: CAPITAL FACILITIES AND TECHNOLOGICAL NEEDS COMPONENT PROPOSAL REQUIREMENTS**

Each County will be responsible for submitting a Capital Facilities and Technological Needs Component Proposal. The Component Proposal will provide an overview of future Capital Facilities and Technological Needs projects. The County is expected to draft a Capital Facilities and Technological Needs Component Proposal that will identify the County's capital facilities and technological needs within the overall Capital Facilities and Technological Needs Planning Estimate by reviewing the initial CSS stakeholder process and CSS Component and priorities, including any work done with Prevention and Early Intervention and/or Innovation and CSS One-Time Technology Funding, and the input from the Capital Facilities and Technological Needs Component Proposal stakeholder process. Counties may submit a Component Proposal that addresses both their capital facilities and technological needs or only one segment of the component. Since Counties may begin their Capital Facilities and Technological Needs stakeholder processes at different times, they may later update their Component Proposal as long as they remain within their overall Planning Estimate and submit updates to any impacted project proposals. Project Proposals may be submitted with the Component Proposal or separately as updates to the Three Year Plan.

## **Exhibit Descriptions**

For submission of a complete Capital Facilities and Technological Needs Component Proposal, the County should complete the following exhibits:

### **Component Exhibit 1. Face Sheet**

This exhibit is a signed verification by the County's mental health director that all requirements for the Capital Facilities and Technological Needs Component Proposal have been considered and will be followed. It also provides the name and contact information of the director's designated point of contact for all matters related to this Component Proposal.

### **Component Exhibit 2. Narrative**

Submit a narrative which addresses the following:

#### **1. Framework and Goal Support:**

Submit a brief narrative that provides a conceptual overview of how the County plans to use the Capital Facilities and/or Technological Needs Component funds to support the provision of programs and services to be implemented through the MHSA. Include how the component will produce long-term impacts with lasting benefits that move the mental health system towards the goals of expansion of opportunities for accessible community-based services for clients and their families.

Include a proposed distribution of funds between Capital Facilities and Technological Needs.

#### **2. Stakeholder Involvement:**

Include a description of stakeholder involvement in identification of the County's Capital Facilities and/or Technological Needs priorities in accordance with Title 9 (Sections 3300, 3310, and 3315) of the California Code of Regulations.

### **Component Exhibit 3. Capital Facilities Needs Listing**

Submit a listing of capital facility needs. The listing may include, but is not limited to:

- Types and numbers of facilities needed
- Possible County locations for needed facilities
- MHSA programs and services to be provided or if need administrative offices
- Target populations to be served

### **Component Exhibit 4. Technological Needs Listing**

Submit a listing of the technological needs which meet your goals of modernization/transformation or client/family empowerment as your county moves toward an Integrated Information Systems Infrastructure. Examples are listed in Exhibit 4 and described in further detail in Enclosure 3.

## PART IV: PLANNING AND SUBMISSION GUIDELINES

### Planning

The comprehensive planning process undertaken by Counties in developing the initial CSS Component of their Three-Year Program and Expenditure Plan should provide the foundation for future planning processes. Counties are encouraged to develop on-going planning and monitoring stakeholder committees, and to use and augment these groups as needed for the particular planning and oversight expertise for each MHSA Component Proposal. Planning processes for new Component Proposals and on-going planning for all Component Proposals should continually augment and strengthen what is already in place. In this way, Counties will be able to develop an informed constituency, while continually reaching out to broaden diversity and expertise.

The local planning for proposed Capital Facilities and Technological Needs expenditures should revisit the priorities and discussions documented in previous MHSA planning processes. As Counties move toward modernization and transformation of their infrastructure and address the goal of increasing client and family empowerment, reducing disparities, and increasing access and appropriateness of care, they should focus upon getting additional input from stakeholders with experience and expertise in these subject areas. The County shall ensure that on-going stakeholder committees and/or key stakeholders are informed and directly involved regarding recommendations for proposed projects.

Consistent with MHSA statutory requirements WIC Sections 5848(a) and (b) and Title 9, CCR Sections 3300 and 3315, each County Capital Facilities and Technological Needs Component Proposal and each Capital Facilities Project Proposal and Technological Needs Project Proposal shall be developed with local stakeholders and made available in draft form and circulated for review and comment for at least 30 days to representatives of stakeholder interests and any interested party who has requested a copy of the documents. Pursuant to WIC Section 5848(b), the local mental health board shall conduct a public hearing on the draft Capital Facilities and Technological Needs Component Proposal. The County shall submit a summary and analysis of any substantive revisions made to their proposed Component Proposal as a result of stakeholder input. No public hearing is required for Capital Facilities Project Proposals and Technological Needs Project Proposals submitted as updates to the approved Three-Year Plan. As noted in DMH Information Notice 06-13, funds are available for technology planning and assessment consultants to assist in the planning process.

*Review process*

### Submission

Capital Facilities and Technological Needs Component Proposals should be submitted to the Department electronically, with one unbound paper copy that includes the appropriate signatures. Capital Facilities and Technological Needs Component Proposals will not be accepted via fax. The electronic copy of the Capital Facilities and Technological Needs Component Proposal should be emailed to DMH at the address below. An original of the completed Capital

Facilities and/or Technological Needs Component Proposal should be submitted to:

**California Department of Mental Health,  
Capital Facilities and Technological Needs Component Proposal  
Attn: Child and Family Program  
1600 9<sup>th</sup> Street, Room 130  
Sacramento, CA 95814**

**MHSA-CFTN@DMH.CA.GOV**

Submitted Capital Facilities and Technological Needs Component Proposals must include all four Component Exhibits.

### **Funds Issued After Approval**

DMH Information Notice 08-02 lists a maximum amount of MHSA funding available for the County's Capital Facilities and Technological Needs Component Proposal. To receive funding the Counties must obtain DMH approval for their proposed Capital Facilities and Technological Needs Component Proposal and Project Proposal. The approved amount will be included in the executed MHSA Agreement.

Except for specified pre-development costs, Capital Facility expenditures made prior to Capital Facilities Component Proposal and subsequent Capital Facilities Project Proposal approval are not allowed. The specific, allowable pre-development costs are architectural, engineering, legal and environmental services and costs associated with site control, e.g., security deposit on purchase agreement or lease (rent) to own agreement. These costs will be reimbursable upon Capital Facilities Project Proposal approval and execution of a MHSA Agreement and shall be included in the proposed project budget and overall project cost.

*Reimbursable  
Costs*

### **Review and Approval**

The review and approval process for the Capital Facilities and Technological Needs Component Proposal will be completed within sixty days assuming the County provides timely response for any additional information requested by DMH. Staff from DMH, with review and comment from the MHSA Oversight and Accountability Commission (OAC), will work closely with County staff to assist with submission, identify any needed additional information, and obtain Plan approval.

If you have further questions regarding these proposed guidelines for the Capital Facilities and Technological Needs Component Proposal, please contact your County Operations Liaison.



**Component Exhibit 1**

**Capital Facilities and Technological Needs Face Sheet**

**MENTAL HEALTH SERVICES ACT (MHSA)  
THREE-YEAR PROGRAM and EXPENDITURE PLAN  
CAPITAL FACILITIES and TECHNOLOGICAL NEEDS  
COMPONENT PROPOSAL**

County: \_\_\_\_\_ Date: \_\_\_\_\_

**County Mental Health Director:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Component Exhibit 1 (continued)****COUNTY CERTIFICATION**

**I hereby certify that I am the official responsible for the administration of Community Mental Health Services in and for \_\_\_\_\_ County and that the following are true and correct:**

This Component Proposal is consistent with the Mental Health Services Act.

This Capital Facilities and Technological Needs Component Proposal is consistent with and supportive of the standards set forth in Title 9, California Code of Regulations (CCR) Section 3320.

The County certifies that if proposing technological needs project(s), the Technological Needs Assessment, including the Roadmap for moving toward an Integrated Information Systems Infrastructure, will be submitted with the first Technological Needs Project Proposal.

This Component Proposal has been developed with the participation of stakeholders, in accordance with Title 9, CCR Sections 3300, 3310, and 3315, and with the participation of the public and our contract service providers. The draft local Capital Facilities and Technological Needs Component Proposal was circulated for 30 days to stakeholders for review and comment and a public hearing was held by the local mental health board. All input has been considered, with adjustments made, as appropriate.

Mental Health Services Act funds are and will be used in compliance with Title 9, CCR Section 3410, Non-Supplant.

All documents in the attached Component Proposal for Capital Facilities and Technological Needs are true and correct.

**Date:** \_\_\_\_\_ **Signature** \_\_\_\_\_  
**Local Mental Health Director**

**Executed at:** \_\_\_\_\_

**Component Exhibit 2****COMPONENT PROPOSAL NARRATIVE****1. Framework and Goal Support**

Briefly describe: 1) how the County plans to use Capital Facilities and/or Technological Needs Component funds to support the programs, services and goals implemented through the MHSA, and 2) how you derived the proposed distribution of funds below.

Proposed distribution of funds:

Capital Facilities      \$ \_\_\_\_\_ or \_\_\_\_\_ %

Technological Needs    \$ \_\_\_\_\_ or \_\_\_\_\_ %

**Component Exhibit 2 (continued)****2. Stakeholder Involvement**

Provide a description of stakeholder involvement in identification of the County's Capital Facilities and/or Technological Needs Component priorities along with a short summary of the Community Program Planning Process and any substantive recommendations and/or changes as a result of the stakeholder process.



**Component Exhibit 3****COMPONENT PROPOSAL: CAPITAL FACILITIES NEEDS LISTING**

Please list Capital Facility needs (ex: types and numbers of facilities needed, possible County locations for needed facilities, MHSA programs and services to be provided, and target populations to be served, etc.) See example table below.

Type of Facility	Number of Facilities Needed	County Location for Needed Facility	MHSA Programs & Services to be Provided	Target Populations to be Served
Wellness Centers	Two	Northern County	Youth Advocacy	IAY

**Component Exhibit 4****COMPONENT PROPOSAL: TECHNOLOGICAL NEEDS**

Please check-off one or more of the technological needs which meet your goals of modernization/transformation or client/family empowerment as your county moves toward an Integrated Information Systems Infrastructure. Examples are listed below and described in further detail in Enclosure 3. If no technological needs are identified, please write "None" in the box below and include the related rationale in Exhibit 1.

➤ **Electronic Health Record (EHR) System Projects (check all that apply)**

- ☐ Infrastructure, Security, Privacy
- ☐ Practice Management
- ☐ Clinical Data Management
- ☐ Computerized Provider Order Entry
- ☐ Full EHR with Interoperability Components (for example, standard data exchanges with other counties, contract providers, labs, pharmacies)

➤ **Client and Family Empowerment Projects**

- ☐ Client/Family Access to Computing Resources Projects
- ☐ Personal Health Record (PHR) System Projects
- ☐ Online Information Resource Projects (Expansion / Leveraging information sharing services)

➤ **Other Technology Projects That Support MHSA Operations**

- ☐ Telemedicine and other rural/underserved service access methods
- ☐ Pilot projects to monitor new programs and service outcome improvement
- ☐ Data Warehousing Projects / Decision Support
- ☐ Imaging / Paper Conversion Projects
- ☐ Other (Briefly Describe)

SUNGARD PENTAMATION  
DATE: 11/05/2013  
TIME: 16:24:04

SELECTION CRITERIA: revldgr\_key\_orgn='7000001'  
ACCOUNTING PERIODS: 1/14 THRU 5/14

KINGS COUNTY  
REVENUE AUDIT TRAIL

PAGE NUMBER: 1  
AUDIT41

(INACTIVE ACCOUNTS INCLUDED)  
SORTED BY: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL,ACCOUNT,ACCOUNT,PERIOD  
TOTALLED ON: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL,ACCOUNT  
PAGE BREAKS ON: FUND

ACCOUNT DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION	CUMULATIVE BALANCE
81522046	ST AID-SB	1022 PROJECT					
2000-80-185-700001-700001	- KC SB	1022 PROJECT					
81522046	ST AID-SB	1022 PROJECT		.00	.00	.00 BEGINNING BALANCE	
11/05/13	12-5			.00			
11/05/13	14-5			20,000,000.00	.00	BT#13	20,000,000.00
TOTAL	ST AID-SB	1022 PROJECT		20,000,000.00	.00		
TOTAL 1ST SUBTOTAL	-			20,000,000.00	.00		20,000,000.00
TOTAL BUDGET UNIT	- KC SB	1022 PROJECT		20,000,000.00	.00		20,000,000.00
TOTAL DEPARTMENT	- BUILDING PROJECTS			20,000,000.00	.00		20,000,000.00
TOTAL FUNCTION	- CAPITAL OUTLAY			20,000,000.00	.00		20,000,000.00
TOTAL FUND	- ACCUMULATIVE CAP OUTLAY			20,000,000.00	.00		20,000,000.00
TOTAL REPORT				20,000,000.00	.00		20,000,000.00

SUNGARD PENTAMATION  
DATE: 11/05/2013  
TIME: 16:22:17

SELECTION CRITERIA: expldgr.key\_orn='700001'  
ACCOUNTING PERIODS: 1/14 THRU 5/14

KINGS COUNTY  
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
AUDIT21

SORTED BY: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL,ACCOUNT

TOTALED ON: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL

PAGE BREAKS ON: FUND

FUND - 2000 - ACCUMULATIVE CAP OUTLAY  
BUDGET UNIT - 700001 - KC SB 1022 PROJECT

ACCOUNT DATE	T/C	PO	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES DESCRIPTION	CUMULATIVE BALANCE
2000-80-185-700001-700001 - KC SB 1022 PROJECT								
82420091 SB 1022 PROJECT					.00	.00	BEGINNING BALANCE	
11/05/13 11-5					.00		Bt#13	
11/05/13 13-5					20,000,000.00		Bt#13	
11/05/13 25-5					654,000.00			
TOTAL SB 1022 PROJECT					20,654,000.00	.00		20,654,000.00
TOTAL 1ST SUBTOTAL -								
TOTAL BUDGET UNIT - KC SB 1022 PROJECT					20,654,000.00	.00		20,654,000.00
TOTAL DEPARTMENT - BUILDING PROJECTS								
TOTAL FUNCTION - CAPITAL OUTLAY					20,654,000.00	.00		20,654,000.00
TOTAL FUND - ACCUMULATIVE CAP OUTLAY								
TOTAL REPORT					20,654,000.00	.00		20,654,000.00



SUNGARD PENTAMATION  
DATE: 11/05/2013  
TIME: 16:24:36

SELECTION CRITERIA: expldgr.key\_orgn='990600'  
ACCOUNTING PERIODS: 1/14 THRU 5/14

KINGS COUNTY  
EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1  
AUDIT21

SORTED BY: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL,ACCOUNT

TOTALED ON: FUND,FUNCTION,DEPARTMENT,BUDGET UNIT,1ST SUBTOTAL

PAGE BREAKS ON: FUND

FUND - 2000 - ACCUMULATIVE CAP OUTLAY  
BUDGET UNIT - 990600 - CONT FOR ACCUM CAP OUTLAY

ACCOUNT DATE	T/C	PO	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES DESCRIPTION	CUMULATIVE BALANCE
2000-99-185-990600-990600 - CONT FOR ACCUM CAP OUTLAY								
82900000			APPROP FOR CONTINGENCIES		.00	.00	.00 BEGINNING BALANCE	
09/10/13	11-1				2,978,256.00		POSTED FROM BUDGET SYSTEM	
11/05/13	25-5		BT#13		-654,000.00		BT#13	
TOTAL			APPROP FOR CONTINGENCIES		2,324,256.00	.00		2,324,256.00
TOTAL 1ST SUBTOTAL -								
					2,324,256.00	.00		2,324,256.00
TOTAL BUDGET UNIT - CONT FOR ACCUM CAP OUTL								
					2,324,256.00	.00		2,324,256.00
TOTAL DEPARTMENT - BUILDING PROJECTS								
					2,324,256.00	.00		2,324,256.00
TOTAL FUNCTION - APPROP FOR CONTINGENCIES								
					2,324,256.00	.00		2,324,256.00
TOTAL FUND - ACCUMULATIVE CAP OUTLAY								
					2,324,256.00	.00		2,324,256.00
TOTAL REPORT								
					2,324,256.00	.00		2,324,256.00

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION