# BOARD OF STATE AND COMMUNITY CORRECTIONS

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## SB 1022
## ADULT LOCAL CRIMINAL JUSTICE FACILITIES CONSTRUCTION FINANCING PROGRAM
## PROPOSAL FORM

*This document is not to be reformatted.*

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## SECTION 1: PROJECT INFORMATION

**A: APPLICANT INFORMATION AND PROPOSAL TYPE**

| COUNTY NAME | STATE DOLLARS REQUESTED |
|---|---|
| San Bernardino County | $ 80,000,000.00 |

| SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) | MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) | LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) |
|---|---|---|
| ☐ | ☐ | ☒ |

TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL OR BEDS AND PROGRAM SPACE PROPOSAL
PLEASE CHECK ONE (ONLY):

PROGRAM SPACE ☐ BEDS AND PROGRAM SPACE ☒

**B: BRIEF PROJECT DESCRIPTION**

FACILITY NAME

Glen Helen Rehabilitation Center

PROJECT DESCRIPTION

**New 512-Bed Step Housing Program; inmates participate in intensive 18-month incentive-based learning environment using Evidence-Based Practices helping inmates with successful re-entry.**

STREET ADDRESS

**18000 Institution Road**

| CITY | STATE | ZIP CODE |
|---|---|---|
| **Devore** | **CA** | **92407** |

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

| FACILITY TYPE (II, III or IV) | ☐ NEW STAND-ALONE FACILITY | ☐ RENOVATION/ REMODELING | ☒ CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY |
|---|---|---|---|
| **Type II** | | | |

**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 | 512 | N/A | N/A | N/A |
| TOTAL BEDS (A+B+C+D) | 512 | | | |



SB-1022 San Bernardino A04-13
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**E: APPLICANT'S AGREEMENT**

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

**PERSON AUTHORIZED TO SIGN AGREEMENT**

| | |
|---|---|
| NAME Janice Rutherford | TITLE Chair, Board of Supervisors |
| AUTHORIZED PERSON'S SIGNATURE Janice Rutherford | DATE 10/17/13 |

**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 Carl Alban | | TITLE Director | |
| DEPARTMENT Architecture and Engineering | | | TELEPHONE NUMBER 909-387-5000 |
| STREET ADDRESS 385 North Arrowhead Avenue, Third Floor | | | |
| CITY San Bernardino | STATE CA | ZIP CODE 92415 | E-MAIL ADDRESS calban@ae.sbcounty.gov |

**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 Gary McBride | | TITLE Chief Financial Officer | |
| DEPARTMENT County Administrative Office | | | TELEPHONE NUMBER 909-387-4599 |
| STREET ADDRESS 385 North Arrowhead Avenue | | | |
| CITY San Bernardino | STATE CA | ZIP CODE 92415 | E-MAIL ADDRESS gmcbride@cao.sbcounty.gov |

**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 Nina Jamsen | | TITLE Captain | |
| DEPARTMENT San Bernardino County Sheriff's Department | | | TELEPHONE NUMBER 909-473-2506 |
| STREET ADDRESS 18000 Institution Road | | | |
| CITY San Bernardino | STATE CA | ZIP CODE 92407 | E-MAIL ADDRESS njamsen@sbcsd.org |

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# 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.

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## 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.**

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

| LINE ITEM | STATE REIMBURSED | CASH CONTRIBUTION | IN-KIND CONTRIBUTION | TOTAL |
|---|---|---|---|---|
| 1. Construction | $ 80,000,000 | $ 7,495,000 | | $ 87,495,000 |
| 2. Additional Eligible Costs* | $ 0 | $ 641,000 | | $ 641,000 |
| 3. Architectural | $ 0 | $ 6,706,000 | | $ 6,706,000 |
| 4. Project/Construction Management | $ 0 | $ 11,066,000 | | $ 11,066,000 |
| 5. CEQA | | $ 2,000 | | $ 2,000 |
| 6. State Agency Fees | | $ 51,000 | | $ 51,000 |
| 7. Audit | | $ 0 | $ 50,000 | $ 50,000 |
| 8. Needs Assessment | | $ 50,000 | $ | $ 50,000 |
| 9. Transition Planning | | $ 0 | $ 531,000 | $ 531,000 |
| 10. County Administration | | | $ 2,000,000 | $ 2,000,000 |
| 11. Land Value | | | $ 1,315,000 | $ 1,315,000 |
| TOTAL PROJECT COSTS | $ 80,000,000 | $ 26,011,000 | $ 3,896,000 | $ 109,907,000 |
| PERCENT OF TOTAL | 72.79% | 23.67% | 3.54% | 100.00 % |

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

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

1. **Construction (includes fixed equipment and furnishings):**
   Construction includes all materials, equipment, and labor for building the entire project; additionally, it includes testing and inspection, and contractor's contingency.
2. **Additional Eligible Costs (specified allowable fees, moveable equipment and moveable furnishings, and public art):**
   a) **Define each allowable fee type and the cost of each:** Costs included are for consultants to produce a GHRC Architectural Program Statement that included the following: a program statement, engineering analysis, facility condition assessment, space planning, and proposed massing diagrams. Additionally, consultants produced operational narrative, assisted in developing staffing plan, and assisted in



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developing Evidence-Based Principle curriculum.

b) **Moveable equipment and moveable furnishings total amount:** Furniture, Fixture, and Equipment (FFE) costs are included within the construction cost. FFE total cost is $1,469,000.00.

c) **Public art total amount:** $0.00

3. **Architectural:**

a) **Describe the county's current stage in the architectural process:** San Bernardino County has completed a GHRC Architectural Program Statement; this document includes a program statement, operational narrative, space planning, proposed massing diagrams, and a cost model. Since the project methodology is Design-Build, San Bernardino County is poised and ready to hire a Criteria Architect. San Bernardino County has put forth significant resources to be shovel ready.

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:** San Bernardino County is self-funding 100% of the architectural services costs; no state reimbursement requested.

c) **Define the budgeted amount for what is described in b) above:** San Bernardino County is planning to incur this cost.

d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** San Bernardino County plans to incur the cost for architectural services; this cost includes design and engineering fees.

e) **Define the budgeted amount for what is described in d) above:** Cost includes design and engineering fees defined as, but not limited to, the following: geotechnical analysis, soils report, land use studies, and design / engineering contingencies.

4. **Project/Construction Management:**
Costs include construction management services, labor compliance cost, bonds and insurance, and general conditions.

5. **CEQA:**
Cost for CEQA (Notice of Exemption) $2,000.00

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

a) **Real estate due diligence fee:** Real Estate Due Diligence cost is $16,000.00.

b) **State Fire Marshal fee:** Cost for SFM is $35,000.00.

7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
San Bernardino County will use an independent county auditor.

8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**
San Bernardino County hired a consultant to review, update, and assist in writing the Needs Assessment; consultant cost was $50,000.00.

9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
San Bernardino County plans to perform the work with county staff. From previous project experience, Transition Planning cost is approximately $1037 / bed.

10. **County Administration:**

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This cost is approximately 2.50% of construction costs. From previous experience, San Bernardino County believes this percentage is within typical range. Budgeted cost is $2,000,000.00.

11. **Land Value:**
San Bernardino County completed the Real Estate Due Diligence Package. An appraisal of the land was performed. The appraised value of the GHRC land is valued at approximately $1,315,000.00.

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## SECTION 3: PROJECT TIMETABLE

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

| KEY EVENTS | START DATES | COMPLETION DATES | COMMENTS |
|---|---|---|---|
| Site assurance/comparable long-term possession within 90 days of award | 2/3/2014 | 5/3/2014 | B.O.S. Resolution asserts project site is suitable for building. |
| Real estate due diligence package submitted within 120 days of award | 2/3/2014 | 6/3/2014 | BSCC Real Estate Due Diligence package was submitted with application. |
| State Public Works Board meeting – Project Established within 18 months of award | 2/3/2014 | 8/3/2014 | Project is established. |
| Schematic Design with Operational Program Statement within 24 months of award (design-bid-build projects) | | | Non-applicable |
| Performance criteria or performance criteria and concept drawings with Operational Program Statement within 30 months of award (design-build projects) | 2/3/2014 | 7/15/2014 | County develops Performance Criteria. |
| Design Development (Preliminary drawings) with Staffing Plan | 4/16/2015 | 8/28/2015 | During RFP, DB firms produce Preliminary Plans. |
| Staffing/Operating Cost Analysis approved by the Board of Supervisors | 2/3/2013 | 8/3/2014 | |
| Construction Documents (Working drawings) | 9/29/2015 | 3/18/2016 | Awarded DB firm produces Working Drawings. |
| Construction Bids | 3/12/2015 | 8/28/2015 | During RFP, DB firms produce bids and plans. |
| Notice to Proceed within 42 months of award | 8/31/2015 | 9/28/2015 | |
| Construction (maximum 3 years to complete) | 9/29/2015 | 9/28/2018 | Demo M1 & M2 occurs after Transition to New Housing. |
| Staffing/Occupancy within 90 days of completion | 10/17/2017 | 1/17/2018 | Transition occurs prior to Construction completion. |

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## SECTION 4: FACT SHEET

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

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

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

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

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

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

| **Table 1: Provide the following information.** | | |
|---|---|---|
| **1.** | **County general population** | 2,081,313 |
| **2.** | **Number of detention facilities** | 9 |
| **3.** | **BSCC-rated capacity of system** | 5,644 |
| **4.** | **ADP (Secure Detention) of system** | 6,494 |
| **5.** | **ADP (Alternatives to Detention) of system** | 894 |
| **6.** | **Percentage felony inmates of system** | 79% |

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| | | |
|---|---|---|
| 7. | **Percentage non-sentenced inmates of system** | 62% |
| 8. | **Arrests per month** | 2,989 |
| 9. | **Bookings per month of system** | 4,938 |
| 10. | **"Lack of space" releases per month** | 8,936 |

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

| | Facility Name | RC | ADP |
|---|---|---|---|
| 1. | Glen Helen Rehabiltation Center | 1,124 | 1,188 |
| 2. | West Valley Detention Center | 3,072 | 3,516 |
| 3. | Central Detention Center | 742 | 1,033 |
| 4. | Adelanto Detention Center | 706 | 706 |
| 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. | Pre-Arraignment | 15 |
| 2. | Non-Booking of Misdemeanors | 33 |
| 3. | Cite Release All Warrants | 31 |
| 4. | Post Arraignment Release | 0 |
| 5. | | |
| 6. | | |
| | **Sentenced Offender Approaches** | **ADP** |
| 1. | Work Release | 6.72 |
| 2. | Electronic Confinement Program | 7.56 |
| 3. | Weekenders | 20.17 |
| 4. | | |
| 5. | | |
| 6. | | |

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| Table 4: List the current offender programming in place and the ADP in each program. | | |
|---|---|---|
| | **Pre-Trial Program** | **ADP** |
| **1.** | GED/High School Diploma | 61 |
| **2.** | Creative Conflict Resolution | 11 |
| **3.** | Life Skills | 24 |
| **4.** | Ownership | 10 |
| **5.** | | |
| **6.** | | |
| | **Sentenced Offender Program** | **ADP** |
| **1.** | Pre-Release Ownership 8. Parenting | 40/19 |
| **2.** | GED/High School Diploma 9. Substance Abuse | 16/6 |
| **3.** | Computer-Tech 10. 52 Week Domestic Viol | 24/6 |
| **4.** | Succeeding in Life & Career 11. Office Technology | 34/41 |
| **5.** | Math 101 12. Nutrition | 16/10 |
| **6.** | Creative Writing 7. Anger Management 13. Dad's Peer Support | 16/7/15 |

| Table 5: List the offender programming gaps and deficiencies. | |
|---|---|
| | **Gaps and Deficiencies** |
| **1.** | Lack of Adequate Space |
| **2.** | Competing for the same pool of participants for all programs available. Certain classes have a minimum for funding purposes, i.e., County Office of Education. |
| **3.** | |
| **4.** | |
| **5.** | |
| **6.** | |

| Table 6: List the offender assessments used for the purpose of jail population management. | | |
|---|---|---|
| | **Assessment Tools** | **Assessments per Month** |
| **1.** | SBSD Early Release Criteria (Criminal History) | All |
| **2.** | Incorporating COMPAS Assessment | All |
| **3.** | Sentencing 365 or Less | |
| **4.** | | |
| **5.** | | |
| **6.** | | |

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| Table 7: List the offender assessments used for determining programming. | | |
|---|---|---|
| | **Assessment Tools** | **Assessments per Month** |
| **1.** | Education Assessment | 38 |
| **2.** | TYGR Grant Assessment | 3 |
| **3.** | | |
| **4.** | | |
| **5.** | | |
| **6.** | | |

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# SECTION 5: NARRATIVE

## 1. PROJECT NEED

**B: 1.01 Describe the findings of the needs assessment completed by the county.** The San Bernardino County Sheriff's Department (Department) Needs Assessment contains a thorough presentation of the methodologies used, a description of detention facilities, the elements of the system, and the Department's philosophies on jail operation and design. It contains descriptions of the current inmate population, the classification system used by the Department, an examination of programming needs and alternatives to detention, and an analysis of local trends that have affected or are expected to affect the need for jail beds in the county. This assessment also examines the adequacy of current staffing levels and the Department staff's ability to provide visual supervision and to keep adequate records. Finally, it discusses the Department's history of complying with standards and briefly identifies some unresolved issues.

The issues facing the San Bernardino Criminal Justice system took a major turn with the passage of The Public Safety Realignment Act - Assembly Bill 109 (AB109), which was signed into law in April 2011 to address the State of California's prison overcrowding, litigation, and to manage a financial shortfall. AB109 is a significant change in the way the State of California and its criminal justice system does business. In an attempt to manage this unsustainable prison system, the state has realigned responsibility, specifically for lower-level inmates and parolees, by transferring housing, detention, and probation responsibility from the California Department of Corrections and Rehabilitation (CDCR) to local criminal justice systems. The implementation of AB109 was initiated in October 2011.

As stated in the needs assessment, with the implementation of AB109, the Department would need 12,002 additional beds in 2013. This number represents the difference between 17,909 (demand) and 5,907 (supply). The additional 12,002 beds would be required to achieve the Department's stated policy of enhancing the public safety by eliminating unnecessary releases. However, with funding restrictions,

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building 12,002 beds is not feasible. Therefore, the Department has committed to creating a model jail at Glen Helen Rehabilitation Center (GHRC) that will enable a correctional services paradigm shift to include a greater focus on rehabilitation for offenders through intensive evidence-based practices (EBP) and cognitive behavioral therapy, which will improve their opportunities to re-enter society.

The cornerstone of this process is a collaborative partnership that was developed to provide a comprehensive system of re-entry services utilizing community stakeholders, various services, and private industry groups. This process was successfully outlined in the San Bernardino County Community Corrections Plan (CCP), dated September 27, 2011. The Department will deliberately strive to make offenders become better people, for themselves and the community, by offering them the life and behavioral skills to encourage their confidence and ultimately eradicate their criminogenic behavior. We need the money to build new beds and program space at GHRC so we can achieve this. A byproduct of this endeavor: minimizing recidivism, which ultimately reduces bed needs.

**B: 1.02 Provide a county jail system overview (e.g., capacity, ADP, and other relevant factors), including a description of the other current or planned construction. If the county has an AB900 award(s), indicate such and identify the number of beds to be constructed and current stage of planning or construction for this project(s).** The Department operates nine jails based on Title 15: five Type I jails, and four Type II jails. The following is a description of the Type I jails:

- Barstow Jail was constructed in 1964 and has a rated capacity of 57.
- Big Bear Jail was constructed in 1976 and has a rated capacity of 24.
- Colorado River Jail was constructed in 1974 and has a rated capacity of 36.
- Victor Valley Jail was constructed in 1974 and has a rated capacity of 40.
- The Morongo Jail was constructed in 1983 and has a rated capacity of 42.

The Type I facilities (with the exception of Victor Valley) are not a part of the Detention and Corrections Bureau (the Bureau). Managing the Type I jails is a duty of the commander of the patrol

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operation to which they are attached. These jails are staffed by the patrol stations, not by the Detention and Corrections Bureau.

The Department operates four Type II jails. The total number of beds in these jails is 6,609. Of those, 5,644 are Board of State Community Corrections (BSCC)-rated. The Department has determined the baseline for all analyses to be 6,276 beds, which is a hybrid figure. The following includes more detail regarding the Department's Type II facilities:

- West Valley Detention Center (WVDC) has 3,347 beds, of which 3,072 are BSCC-rated. The 2012 average daily population (ADP) was 3,059. In the first six months of 2013 the ADP was 3,516. The Haas court order (*Haas)* places a population cap on WVDC and GHRC.
- Central Detention Center (CDC) has 1,110 beds, of which 756 are BSCC-rated. The 2012 ADP for CDC was 1,032. In the first six months of 2013 the ADP was 1,033.
- Glen Helen Rehabilitation Center (GHRC) has 1,446 beds, of which 1,124 are BSCC-rated. The 2012 ADP for GHRC was 1,075. In the first six months of 2013 the ADP was 1,188.
- Adelanto Detention Center (ADC) has 706 beds, all of which are BSCC-rated, plus 1,392 BSCC-rated beds to open in early 2014. The future total bed count is 2,098.

Currently, many transfers come from the Victor Valley Jail, a Type I. Victor Valley is the closest booking facility to ADC. It is the most crowded of the Type I jails. This change in practice regarding transfers to ADC gives Victor Valley the most immediate relief and makes overall transportation operations more efficient. In 2008, the Department received AB900 grant funds to expand the ADC by 1,392 beds. Construction began in 2011, and project completion is expected in early 2014.

**B: 1.03 Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.** A goal of this proposal is to prepare inmates who are within 18 months of their release date for successful, productive re-entry, which will reduce the recidivism rate. The architectural and programmatic designs create a jail that provides for a more

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focused and intentional community, specifically for the purpose of delivering EBP and therapeutic and life skills classes necessary for success in the future. It will provide a level of accountability expected of responsible adults.

Inmates must apply for entry into the incentivized Step Housing Program. Following an assessment process, potential candidates (inmates) will be interviewed, and if selected, the inmates will sign a performance contract to enroll. Additionally, with counseling from a case manager, inmates will create individual plans for improvement. Inclusion in this program is a privilege; adherence to the rules and regulations is mandatory and failure to comply will result in dismissal. This expectation will be explained prior to signing the contract. The objective is to set clear expectations up-front, and provide inmates the necessary tools for improving their lives.

**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.** In San Bernardino County, from 2005 to 2010 the crime rate for violent crimes decreased from 9,732 to 9,017. During the same period, the crime rate for property crimes decreased from 65,762 to 55,194. According to the California Department of Justice, the state violent crime rate per 100,000 population decreased by 2.1 percent.

In 2000, the Department arrested 66,974 adults for misdemeanors and felonies. By 2005, the number of arrests had risen to 85,288, a 27 percent increase during a five-year period. In 2011, the ADP was 5,404; in 2012 it was 5,907, an increase of 503 inmates per day. This happened despite the enhancement of release protocols aimed at reducing the jail population. Overall, the ADP increased by 96 percent between 1991 and 2007, 5 percent between 2007 and 2012, and 136 percent between 1991 and 2012.

It is understood that AB109 was passed to alleviate crowded conditions in the state prisons. As a result, it added to the counties' responsibility to confine or otherwise monitor felons sentenced to custody for 16 months to three years. In 2007, the daily average number of inmates sentenced and awaiting transport to state prison was 140. In 2012, that number decreased to a daily average of 10.

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In 2007, accused felons accounted for approximately 67 percent (3,757) of ADP. By 2012, that percentage had increased slightly to 68 percent (4,038) of ADP. In 2012, the Department held an average of 281 more accused felons per day than in 2007. In June of 2013, felons accounted for 79 percent of the ADP. As long as the number of beds remains constant, the process of releasing inmates as a population management method is a complex proposition.

**B: 1.05 Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.** The Department recognizes it is the intent of re-entry proponents to interdict the flow of felons who make more than one trip to state prison. As re-entry programs are developed and refined, inmates will be better prepared to return to the community without re-offending. They will then be more successful on parole and less likely to return to county jail or state prison. Clearly, successful re-entry programs, by definition, keep people out of jails and prisons.

Due to AB109, the Department has been forced to early-release sentenced inmates to remain under the population capacities. In 2012, on average 391 inmates were early-released each month. Still, moving enough inmates to meet peak demand is challenging, because even the best candidates for such a move have classification scores or medical conditions that may push the boundaries of the capabilities at the receiving facilities. Currently, inmates serving one year or less are placed in alternative programs to vacate beds.

As noted in the CCP, the Department has partnered with the San Bernardino County Probation Department to implement several alternative detention measures. These measures are in place to allow the Department to remain below the court-ordered inmate population cap. Many of the methods outlined below were outlined in the CCP, and this further demonstrates how the Department is aligning with the goals of the CCP.

**Own Recognizance Releases:** The Own Recognizance Release Program operates under a general order from the presiding judge and within the guidelines of Penal Code Sections 1318, 1318.5, 1319, and 1319.5. Inmates booked on open charges and warrants are eligible for review to determine if they

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can be released on their own recognizance. Charges making inmates ineligible for the Own Recognizance Release Program are outlined in Penal Code Sections 667.5 (c), 1192.7 (c) and the Detention Review Officer Post Orders.

**Work Release Program:** Under the direction of the court, inmates can be released before their sentence has been completed in order to re-establish ties with their families. Inmates can return to their former employment and serve the community on their non-scheduled workdays. The program helps to reduce recidivism because it allows inmates to remain connected to family and employment, both stabilizing factors that to some degree keep people from re-offending.

**Weekender Programs:** Courts routinely order inmates to serve their sentences on weekends. In most traditional weekender programs, inmates surrender themselves into custody on Friday night and remain in custody until sometime Sunday, repeating this cycle until they have completed their sentence. The Department no longer processes weekenders in this manner due to a lack of bed space.

**Electronic Monitoring Program for Sentenced Inmates:** Pursuant to the provisions of Penal Code Section 1203.016, the Electronic Confinement Program is offered as a component to the Work Release Program. The program allows inmates to complete their court-ordered jail commitment at home while being monitored electronically. These inmates have previously qualified for the regular Work Release Program, but elect to pay the monitoring fees in lieu of being assigned to a regular work crew.

**Early Releases:** The authority for early releases is granted in *Haas* to ensure the facilities remain under the court-ordered population capacities that were set forth in *Haas.*

**B: 1.06 Provide data showing the effectiveness/impacts of these alternatives.** As noted in Sections B: 1.05 and B: 1.07, the Department is implementing several alternative detention measures. These measures allow the Department to remain below the court-ordered inmate population cap. The impact of these alternatives is summarized below:

1. Alternative programs involvement Department-wide is 34.45 percent of the ADP.

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2. Documented alternative programs are the Weekender Program, Electronic Monitoring Program/Electronic Confinement Program, and Work Release Program.
3. Alternative program statistics Department-wide since early 2013:
   - Work Release Program: 227 inmates assigned.
   - Weekender Program: 3,123 inmates assigned.
   - Electronic Monitoring Program: 466 inmates assigned.

The INROADS Program Director, along with the Inmate Services Unit, is helping to develop a work release program at GHRC. Both groups have partnered to create a pilot program that offers educational and vocational programs and job search assistance at the Workforce Development Department (WDD) Center in Rancho Cucamonga. Although no reduction in ADP has been linked to these programs, they have allowed the Department to place 3,816 lower-end offenders into alternative programs, and therefore, keep 3,816 violent felons in custody.

**B: 1.07 Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.** As stated in Section B: 1.05, the Department has partnered with the San Bernardino County Probation Department to implement several alternative detention measures. Culmination of this plan was documented in the CCP. Several other alternative detention measures, including the following, were not listed. **Misdemeanor Warrant Citation Releases:** Most inmates booked on misdemeanor warrants are released and issued a court date. In 2012, an average of 35 inmates/day was released on misdemeanor warrant citations. These numbers include all of the Type I and Type II facilities. **Misdemeanor Citation Releases:** Most inmates booked on open-charge misdemeanors are released and issued a court date. In 2012, an average of 34 inmates per day were released on misdemeanor cites. **Department of Behavioral Health (DBH) Court Releases:** DBH court treatment teams consist of a judge, deputy district attorney, public defender, probation officer, case manager and clinical therapist, and a DBH liaison deputy who is part of the behavioral health team at

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each of the DBH courts. These court treatment teams seek ways to find supportive treatment in the community for mentally ill offenders in lieu of incarceration, and to do so without compromising public safety. **Drug Court Releases:** Drug courts operate much like DBH courts in that inmates are released by court order and placed on probationary terms with an intense, personalized drug treatment program and most often are provided a place to live. Upon successful completion of the program, charges against them are dismissed.

**PS: 1.01 Describe the process for determining the need for program space.** Determining the need for program space started with the Department's leadership. The Department contributes significantly to the California prison population. It is the second highest contributor to the state prison population. In 2005 alone, San Bernardino County residents comprised approximately seven percent of the total prison population. In 2010, that number rose to 10 percent. These statistics were prior to the implementation of AB109; the Department anticipates this number will continue to rise. In 2010, San Bernardino County transferred 3,978 new convicted felons and 1,822 parole violators to the state prisons.

The Department's leadership realized that it cannot mitigate or generate lasting, sustainable change in San Bernardino County by simply building more beds or even by releasing inmates early. Neither addresses the real issue. To address the real problem, the Department focused on the root of the problem, the inmate. The Department realized that the inmate is the real customer. The time is now for embracing a correctional paradigm shift.

For some time, GHRC has been the primary jail for housing sentenced inmates. To alleviate overcrowding at the other Type II jails in the Department, GHRC has been forced to house non-sentenced inmates. Working under these circumstances has created significant pressure in how GHRC operates and manages its correctional services. To alleviate that pressure, GHRC must readjust its focus towards one that is beneficial to the inmate and local community. The Department created a vision for the future GHRC, and it reads as follows: "*The new GHRC will become the model jail within the Department that will enable a correctional services paradigm shift to include a greater focus on*

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*rehabilitation for inmates through intensive programming, improving their opportunities to re-enter society. GHRC will deliberately strive to make offenders become better people, for themselves and the community, by offering them the life and behavioral skills to encourage their confidence and ultimately eradicate their criminogenic behavior. A byproduct of this endeavor is likely to minimize recidivism."*

To achieve this vision, GHRC has established the following goals to be accomplished through the future GHRC.

**Goal 1:** Provide jail facilities that are safe, secure, humane, incentivized, and cost-effective.

**Goal 2:** Advocate a catalyst for change in the lives of offenders by providing cost-effective programs and community corrections alternatives, fostering a correctional setting that encourages a learning environment.

**Goal 3:** Promote the development of a professional, accountable, and respectful work environment.

The design of the future GHRC has a major responsibility towards the achievement of Goal #2. To achieve this goal, the Department has spent a considerable amount of resources developing a GHRC Architectural Program Statement (APS). Several key Department stakeholders participated in this endeavor. The Department concluded that to achieve Goal #2 and create lasting, sustainable change for San Bernardino County's jail system, the Department is best served to design and construct an incentivized Step Housing Program that includes new housing units, along with appropriate infrastructure and support facilities, with the intent of expanding Inmate Rehabilitation through Occupational and Academic Development Systems (INROADS) programming opportunities.

**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.** The current approach to offender programming is to offer a matrix of classes and opportunities that provides a foundation of support for individuals preparing to return to their communities. The Department, in conjunction with the Chaffey Joint Union High School District and the San Bernardino County

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Superintendent of Schools, has an interagency partnership that is dedicated to the education of inmates. The INROADS Program provides education and services to inmates that include, but are not limited to: anger management, computer skills, GED coursework, high school diploma coursework, living skills, Parent and Child Connection (PACC), substance abuse therapeutic classes, vocational training, fire camp training, and employment readiness.

The mission of the INROADS Program is to reduce recidivism by providing viable and resourceful programs and services to inmates. The goal of the program is to provide an opportunity for inmates to develop an improved sense of well-being and a better quality of life upon release, as well as to make constructive use of the inmates' time while in the facility, making re-entry into the community more successful.

The Department realizes there is a great operational and resource advantage in supporting programs that equip inmates with cognitive behavior therapy tools to successfully reintegrate back into the community. The Department is committed to building better buildings with attached program space creating a learning environment conducive to reducing recidivism and aid inmates in becoming better citizens and successful as they re-enter the community and remain out of the criminal justice system. Therefore, the Department is requesting the Senate Bill 1022 (SB1022) funds to make this goal a reality. The effectiveness/impact of the INROADS Program is summed up in the chart below.

| YEAR | Completed one or more classes | Completed Program | Entered Workforce After Completing Program | Children Visited with Parents | Received GED | Recidivism Rate (participants completed program) |
|---|---|---|---|---|---|---|
| 2007 | 5,618 | 643 | No Data | 348 | 166 | 38% |
| 2008 | 5,267 | 287 | No Data | 379 | 212 | 41% |
| 2009 | 2,476 | 562 | 22 | 389 | 159 | 37% |
| 2010 | 1,197 | 316 | 28 | 329 | 217 | 29% |
| 2011 | 2,126 | 490 | 38 | 680 | 182 | 31% |

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| YEAR | Completed one or more classes | Completed Program | Entered Workforce After Completing Program | Children Visited with Parents | Received GED | Recidivism Rate (participants completed program) |
|---|---|---|---|---|---|---|
| 2012 | 3,181 | 309 | 53 | 504 | 74 | 59% |

The Department believes that upon receiving SB1022 funding, the recidivism rate for those who complete the program will improve, thereby creating significant change in San Bernardino County.

**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 proposed program will provide more freedom and privileges to inmates who participate. These include, but are not limited to: contact visiting, family reunification through the T.A.L.K. Program, taking care of a pet, spending time with families to get reacquainted, time management, job and resource fairs, and vocational classes. Inmates will live in a learning community facility similar to a college dormitory setting. Single-person rooms are available for those who progress through the Step Housing Program and learn to be accountable to each other, family, and ultimately themselves.

**PS: 1.04 Describe the gaps and deficiencies in current programming for custody and non-custody offenders, and which of these gaps or deficiencies will be addressed with proposed program space construction funding.** The Department believes jails are places where inmates can be rehabilitated to be productive members of society. The Department believes INROADS is the catalyst for achievement. None of the Type II jails in the Department were constructed after the pendulum began to arc toward rehabilitation. Therefore, managers of the existing jails face the challenge of providing enhanced programming in spaces designed under a different paradigm. The previous jails were designed as human warehouses. The current GHRC Minimum Units 1 and 2 were constructed in the 1960s and are antiquated and inefficient to support the approach of providing enhanced programming services. Additionally, they are deficient in fire-life-safety requirements, do not support the Principles of Direct of

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Supervision, and are not ADA compliant. Earlier in 2013, the Department conducted a facility condition assessment, this report helps to support the Department's decision.

The incentivized Step Housing Program is intended to address these gaps and deficiencies by constructing a transitional facility and community that takes into account the actual need for adequate program space for the matrix of classes deemed necessary for successful re-entry. Participating inmates will be seen as future citizens of the community. This proposed program will focus on their successful transition into society.

**PS: 1.05 Describe the approach taken to determining the kind of programming that will take place in the new program space.** When the Department decided to create enhanced programming offerings at GHRC, it was natural for the GHRC Facility Commander and INROADS Program Director to be engaged and solicit their feedback. Furthermore, input was received from inmate welfare representatives and other key Department personnel. Significant research was conducted to understand what EBP would work within the Department. Included with this research, were informational interviews of successful program intensive correctional settings, i.e., Delancey Street in San Francisco, CA. Numerous meetings were held with key staff to determine the types of program classes needed for successful re-entry. It was of greatest importance to choose programs that were both gender-specific and corrections-population specific.

**PS: 1.06 Provide information and data supporting the county's need for program space.** The Department has a substantial need for program space. At this time, the following represents available program space Department-wide:

- Two classrooms for 3,000 inmates at WVDC
- Zero program space for 1,100 inmates at CDC
- Five classrooms for 700 inmates at ADC
- One classroom (converted from a phone room) at GHRC

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GHRC is intended to be the facility where inmates from all over the Department will transition for intensive transitional support programs for re-entry. Programming and vocational classes are across campus; inmates are required to walk to programs, and this has significant safety issues.

**PS: 1.07 Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population**. The proposed program will ultimately assist in managing the jail population through the implementation of its evidence-based curricula and classes that allow the incarcerated to proceed through the incentivized Step Housing Program. Having successfully completed this program, inmates will be better equipped for life outside incarceration and a reduction in recidivism.

GHRC will continue to utilize alternatives to incarceration to manage jail population. Released offenders will be required to report on a daily or scheduled basis to a case manager to take advantage of resources and services. The Day Reporting Center (DRC) is a "one stop" program where structured resources such as mental health, physical health, education, and vocational training will be available. Home confinement and house arrest will be implemented, requiring offenders to remain under curfew in their homes for a specified number of hours per day or week. They are usually permitted to leave their home for approved activities such as employment or activities approved by their probation officer. Electronic Monitoring (EM) and Global Positioning Systems (GPS) will be utilized based on the offender's compliance. EM and GPS are usually used in combination with home confinement to ensure compliance. The Work Release Program will be used for those offenders with probation/parole violations. Those released to their communities early may be required to complete the remainder of their sentence by participating in work release, working closely with the Probation Department to ensure adherence to rules and reporting. All of these alternatives are outlined in the CCP.

**PS: 1.08 Describe the need for programming that could assist with the jail population management.** The proposed program will focus on identifying the inmate's needs. Case managers will conduct extensive interviews and perform a thorough assessment, generating an individualized plan built around the unique needs of each inmate and ultimately preparing them for transition out of custody.

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Providing the right tools for success for each inmate will help decrease recidivism and assist in managing the jail population. After inmates re-enter society, they will be assigned a parole officer and have a clear knowledge of all the available support functions offered in San Bernardino County, i.e., San Bernardino County Re-entry Collaborative (SBCRC), United Way 2-1-1, DBH, and knowledge of the DRCs located in San Bernardino County.

**2. SCOPE OF WORK**

**A: 2.01 Detail the full scope of work that is the subject of this proposal, including a comprehensive description of the number and types of beds (if any), program spaces, and other core and ancillary spaces; indicate whether this is new stand-alone construction, an addition to an existing facility, or space that is being remodeled.** The Step Housing Program consists of new, stand-alone, three-step housing units totaling 512 beds. These housing units and integrated program areas are an innovative concept designed to expand housing options and re-entry programs. This approach is intended to serve as the last step in the incarceration process prior to the inmate's re-entry into the community. Selected inmates will spend a total of 18 months maximum duration in the program, with 3 to 6 months in each housing unit, depending on inmate needs. Each housing unit is designed to accommodate incentivized rewards that include evolving living settings and appropriate step program functions.

The Step One Housing Unit will be a secure building with access controlled by the new Central Control. The 192-bed Step One Housing Unit is organized with 3 wings of eight dorms with eight dorm beds each, for a total of 64 beds per wing. The dorms are defined by full height walls, but open to the main passageway. These wings radiate from a central open space that includes dayroom and dining activities. Access to inmate toilet/shower, outdoor recreation, counselors, exam room, as well as all inmate accessible rooms is directly from the central open area or the main passageway. Adjacent to the central open space are education and program spaces that are readily supervised by staff within the facility. The Step One Housing Program includes: GED, high school, anger management, Thinking 4 A Change, substance abuse, AA/NA meetings, and religious services.

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The Step Two Housing Unit will be constructed of non-secure, durable materials for low maintenance, with security established beyond the perimeter of the housing unit. Central Control will monitor access only. The 192-bed Step Two Housing Unit is also organized with 3 wings of eight dorms with eight dorm beds each, for a total of 64 beds per wing. The dorms are defined by full height walls, but open to the main passageway. Additionally, the beds will be separated by a partial height wall (pony wall). This will reinforce the idea that each inmate has earned a "house." These wings radiate from a central open space that includes dayroom and dining activities. Access to inmate toilet/shower, outdoor recreation, counselors, and exam room, as well as all inmate accessible rooms, is directly from the central open area or the main passageway. Adjacent to the central open space are education and program spaces that are readily supervised by staff within the facility. Step Two inmates will participate in evidence-based programs and have access to vocational education programs: fire crew, bakery kitchen, landscape, and print shop. By being located adjacent to the existing vocational education area, inmate travel is minimized.

The Step Three Housing Unit will be constructed of non-secure, durable materials for low maintenance, with security established beyond the perimeter of the housing unit. Central Control will monitor access only. The 128-bed Step Three Housing Unit is organized with two wings of 64 single sleeping areas. Inmates in Step Three will have earned the right to have their own house and to be able to secure their own space. The inmate can shut the door and it will lock, yet the inmate can walk directly out without a key. Access to inmate toilet/shower, outdoor recreation, counselors, exam room, as well as all inmate accessible rooms, are directly from the central open area or the main passageway. Adjacent to the central open space are education and program spaces that are readily supervised by staff within the facility. An additional earned opportunity is achieved in Step Three, and that is extended family component and peer support. New spaces located in the new visiting area are specifically designed for a variety of settings, multi-purpose rooms with divisible walls to allow for room size flexibility, an outdoor children's play area, and an outside barbecue area.

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Step Three inmates have access to vocational education programs of automotive, welding, construction, and culinary skills. Additionally, Step Three inmates have earned the right to have access to the greenhouse and to have a dog. Research shows that caring for something, such as a plant or a pet, can reinforce positive outcomes in rehabilitation. The next step beyond Step Three is re-entry into the community. Below details the **Scope of Work** for the Step Housing Program:

- Three step housing units: two 192-bed and one 128-bed minimum security re-entry program housing units at GHRC.
- New program spaces in new housing units.
- New central control building.
- New visitation building and parking.
- New video visiting kiosks adjacent to new visitation building and parking.
- Underground utilities (gas, sewer, water, low voltage).
- Roads/pathways throughout GHRC (i.e., from housing units to kitchen, and paved road around housing units).
- Security systems (cameras throughout entire campus, in housing units, along fence, etc.) connect existing bridge with new central control.
- Demolition of existing M1 and M2 housing units.

**B: 2.01 Describe the planning process that resulted in this bed construction scope of work.** As stated in PS: 1.01, the Department is focused to achieve its vision and recognizes the inmate is the "real customer." The Department believes expanding INROADS programming opportunities is the catalyst to generating lasting, sustainable change throughout San Bernardino County. Through a collaborative GHRC architectural planning process, the Department determined:

1. Using existing facilities at GHRC was not viable.

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2. The GHRC campus had adequate land and utility availability to design and construct new facilities for enhancing INROADS.
3. Design and construction principles for enhancing INROADS, including a realignment of focus to inmate as the "real customer" and creating a facility design that reflects housing opportunities that respect the customer (inmate). Designs show housing units, program services, and support services oriented in close proximity to take advantage of spatial efficiencies (leading to improved operations and programming), support the Principles of Direct Supervision Model, create clear lines of sight, increase supervision model for officers, establish appropriate level of housing units and staff-to-inmate ratios, and establish transitional support services and facilities for pre and post-inmates, offering them the opportunity to collaborate with local community and agency support services (i.e., San Bernardino County Probation Department and the SBCRC). Additionally, accomplishing this objective may achieve some of the goals outlined within the CCP.

This model becomes sustainable when these principles are manifested through the incentivized Step Housing Program. This housing program is fully explained in the GHRC Architectural Program Statement (APS). The GHRC APS included the development of an architectural program statement, facility condition assessment, civil engineering analysis, space programming, and proposed massing diagrams. The overall concept is conceived to create three distinct housing settings. Inmates will enroll in the program by submitting an application. After assessment, the inmates will sign a performance contract that will detail individualized courses personalized for the inmate, as well as a detailed description of what is expected for advancing to the next step.

**B: 2.02 Describe the relationship between stated needs and the planned construction.** Historically, GHRC was utilized as a working farm. The current GHRC buildings, constructed in the 1960s, are antiquated and inefficient to support the approach of providing enhanced programming services. At GHRC, the current design of the existing M1 and M2 buildings require inmates to leave housing units to

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attend programming, which increases safety concerns due to escorting. Toilet and shower areas require travel and are not plainly visible, which adds to security concerns. M1 and M2 were designed to occupy 480 rated beds (60 in each dorm). For some time, the Department has experienced significant overcrowding; as a result, they tripled-bunked inmates in dorms (added 30 inmates to each dorm). Overcrowding existed, and BSCC reported in its bi-annual report that this issue should be remedied. Currently, the M1 and M2 buildings house 720 inmate beds.

With this proposal, the Department will house 512 inmates. The Department will eliminate these "bad beds" by:

1. Transfers to fire camp (96 rated-capacity beds)
2. Transfers of pre-trial inmates to ADC
3. Continued use of alternatives to programs (i.e., Work Release and EMP)
4. Pre-trial releases, (expected to begin in October 2013)

The design of this proposed project will provide adequate space required for implementing enhanced INROADS programming that will increase inmate participation, accessibility, and effectiveness, and lead to more success in completion and a lower recidivism rate.

**B: 2.03 Describe the anticipated beneficial outcomes of the new bed construction.** The incentivized Step Housing Program creates a community for inmates that closely resembles life once released. The design creates an open, well-supervised learning environment. Staff will know where everyone is at all times. All inmates will be focused and engaged in participating and learning to be accountable to their dorm mates, and subsequently accountable to themselves as they progress through the steps and earn their own rooms. This accountability will be beneficial upon release and contribute to the reduced recidivism rate.

**B: 2.04 Define the staffing that will be required to operate the new construction.** The following staffing is necessary to operate the proposed project at the administrative level: One coordinator, one

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analyst, one office administrator IV, one supervisor, and two case managers in charge of risk assessments. Staffing for Steps One, Two, and Three will require 6 case managers (drug & alcohol), 4 ROP deputies, 3 case managers (Social Worker II), 5 sheriff's custody specialist (Central Control), 1 deputy (Visiting Area), 1 sheriff's custody assistant (Visiting Area), 2 GED instructors, 2 high school diploma instructors, 3 literacy instructors, 2 Thinking 4 A Change instructors, 2 bakery instructors, 2 culinary instructors, 1 computer instructor, 1 automotive instructor, 1 welding instructor, 1 HVAC instructor, 1 living skills instructor, 1 pre-release instructor, 1 T.A.L.K. instructor, and 25 safety positions (posted). To operate the Step Housing Program, the Department has spent a considerable amount of resources analyzing the appropriate staffing levels. The Department has minimized adding safety staff; furthermore, the Department has collaborated with Inmate Services Unit. Inmates Services Unit will provide financial resources to fund the new programming positions; this would likely minimize the financial burden on the Department. Please see Appendix A. Program Matrix.

**PS: 2.01 Describe the planning process used to develop the design for the construction of program space.** The planning process used to develop the design for program space was initially based on the proposed Program Matrix (see Appendix A). The Program Matrix requires multiple and diverse program areas that are easily accessible and come in a variety of sizes which are versatile and can be utilized in many different ways. Development of the Program Matrix influenced the collaborative GHRC APS process as discussed in B: 2.01. Creative space and design solutions are required to manage all three housing types. Particular attention was included to allow groups into small manageable sizes and create activities to occur within the dayroom in multiple areas. A considerable amount of analysis was employed to mitigate the conflict between maximizing supervision and managing smaller group sizes. Maintaining efficient staffing, sightlines, and direct supervision management principles are all mandatory for the housing unit.

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**PS: 2.02 Describe the relationship between stated needs and the proposed program space construction.** The Department has significant need for program space. The current space is inadequate and ineffective. GHRC is intended to be the facility where inmates from all over the Department will transition for intensive transitional support programs for re-entry. The existing GHRC infrastructure is not viable as noted in Section B: 2.02. The Step Housing Program will provide adequate space required for implementing enhanced INROADS programming that will increase inmate participation, accessibility, and effectiveness, leading to more success in completion and a lower recidivism rate.

**PS: 2.03 Define the features of this program space construction that make it suitable for the intended programming.** Each of the dorms, the Step One Housing Unit, Step Two Housing Unit, and Step Three Housing unit, have program areas, dayroom, dining, classrooms, multi-purpose room, outdoor recreation area, medical exam rooms, and counseling rooms. Classrooms and multi-purpose rooms open up to the dayroom. Between classrooms are operable walls to turn two classrooms into one classroom. The design accommodates a variety of space sizes for groups of 15 people, but can open up for 30 people or open so that everyone can remain in classrooms, multi-purpose, and dayroom with the ability to be addressed by one person.

The Step One Housing Unit includes central open space, and adjacent are education and program spaces that are readily supervised by staff within the facility. The Step One Housing Program includes: GED, high school, anger management, Thinking 4 A Change, substance abuse, AA/NA meetings, and religious services.

Step Two Housing Unit inmates will have access to evidence-based programs and vocational education programs: fire crew, bakery kitchen, landscape, automotive, and welding. By being located adjacent to the existing vocational education area, inmate travel is minimized.

The Step Three Housing Unit includes central open space, and adjacent are education and program spaces that are readily supervised by staff within the facility. The Step Three Housing Program includes: living skills, parenting, T.A.L.K., re-entry services, AA/NA meetings, and religious services, all directly

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adjacent to the central open space. The Step Three Housing Program will afford the inmates more incentives than Step One or Two. Step Three inmates are able to have an extended family component and peer support. New spaces located in the new visiting area are specifically designed for a variety of settings, multi-purpose rooms with divisible walls to allow for room size flexibility, an outdoor children's play area, and an outside barbecue area. Step Three inmates have access to vocational education programs of automotive, welding, construction, and culinary skills. Additionally, Step Three inmates have earned the right to have access to the greenhouse and to have a dog. It is thought that caring for something, such as a plant or a pet, can reinforce positive outcomes in rehabilitation.

The overall approach of the Step Housing Units is to continue the "learning environment" concept. Inmates will have direct access to all activities they require within the housing unit and to practice what they have learned with others. By creating spaces for programs, visiting, exercise, recreation, laundry, dining, medical exam, and counseling, staff will be focusing their attention on creating an environment where positive actions garner positive results. The final step, after Step Three, is re-entry into the community; inmates will have job readiness skills and a support system, i.e., Probation and SBCRC.

**PS: 2.04 Describe plans to implement and operate programs in the space.** The proposed program will have three separate steps. All sentenced individuals will come to GHRC, meet with their case manager, and be assessed in order to create an individualized educational plan. Each will start with Step One and move through individual steps while gaining more freedom and access to families and services. Everyone in the program will be engaged every day through classes, groups, counseling, and vocational training. Inmates will have limited downtime. A day in the life of an inmate in Step One will look like this: wake, make bed/clean living area, breakfast; substance abuse class from 7 am - 9 am; meet with counselor/case manager and lunch from 9 am-12 pm; Thinking 4 A Change or anger management class from 12-2 pm; meet with counselor/case manager/group counseling and dinner from 2-5 pm; GED/high school class from 5-7 pm or AA/NA meetings or religious services from 6-7pm; down time, groups if needed, house meetings, and homework for classes from 7 pm-lights out.

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**PS: 2.05 Describe the anticipated beneficial outcomes of the new program space construction.** The proposed approach to program space is intended to serve as the last step in the incarceration process prior to the inmate's re-entry into the community. This program is incentive-laden with inmate participation and responsibilities reflecting free world decision-making. The primary beneficial outcome is creating an environment for successful learning. Inmates completing this program will be better equipped to re-enter society. Once they are released, they will continue to have a support system to encourage their new approach to life. The ultimate benefit is described in GHRC's vision statement: *"GHRC will deliberately strive to make offenders become better people, for themselves and the community, by offering them the life and behavioral skills to encourage their confidence and ultimately eradicate their criminogenic behavior. A byproduct of this endeavor is likely to minimize recidivism."*

**3. OFFENDER MANAGEMENT AND PROGRAMMING**

**B: 3.01 Describe how the proposed construction will address the county's offender management goals regarding use of secure detention.** The proposed construction (Step Housing Program) addresses the Department's offender management goals by providing educational programs and services in a safe environment. Constructing a facility designed to meet GHRC's design and construction principles will produce safe housing, which ultimately generates a productive population. The construction will remedy long-term deficits present in the existing GHRC. Bathroom and shower areas will no longer be around the corner and out of staff's line of sight; the Step Housing Program will create clear lines of sight for safety staff. Inmates will no longer have to walk to programming, but rather have access within their housing units; again, improving staff safety concerns.

The new Central Control will be operated 24 hours per day, seven days per week, 365 days per year, and safety staff will be positioned to monitor access/egress of all housing units. If necessary, the new Central Control will have remote control capability on all doors for Step Housing Unit One. The new Central Control will be technically connected to the existing central control area via electronic functions.

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Additionally, the proposed construction will install security cameras throughout the housing units and along the security fence allowing Central Control to monitor and record movement.

The ultimate goal is to update living conditions of the existing population, come in to BSCC compliance, and comply with the ADA by going away from triple bunking with no personal space for inmates in inadequate living conditions.

**B: 3.02 Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.** Due to the implementation of AB109, the Department was forced to utilize a variety of methods for reducing and managing the inmate population. As noted in the CCP, the Department partnered with the San Bernardino County Probation Department to implement several alternative detention measures. These measures are outlined in Sections B: 1.05 and B: 1.07. The proposed construction is considered an alternative beds design. The inmates can live in a campus-type community, preparing them for life outside of incarceration. The progression from dorms to individual sleeping areas to private rooms with doors allows inmates to be more responsible and gain more privileges and freedom, using life skills such as accountability, respect, and good judgment.

**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.** Implemented in 2013, the Department is using a new system-wide classification tool, Correctional Offender Management Profiling for Alternative Sanctions System (COMPAS), as the Department's standard risk assessment tool. Several factors are received from the assessment that will inform staff of criminogenic needs and risk potential based on history of substance abuse, education, family, criminal activity, and social functioning. COMPAS allows the Department to select any combination of its 22 scales to most effectively assist in specific decision support needs, while optimizing test length and administration time. COMPAS allows for re-testing over time to measure changes in dynamic scales. Static data is brought forward automatically to eliminate redundant data entry.

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COMPAS offers a complete database that allows the Department to develop case plans and track placement outcomes, offender profiles, program participation, and caseload termination reasons. Other key features include, but are not limited to: measuring of critical risk and need areas, regression, typology, narrative reports, case supervision review instrument, and separate male and female norms. COMPAS is used for pre-trial as well. In addition, its use will help determine what other interventions can be used to address jail population management. Once completing the assessment, case managers will have the option to place individuals in an electronic monitoring program, work release, or other alternatives to incarceration while awaiting trial.

**B: 3.04 Describe the county's planned construction in relation to the expected need for beds in the future.** Currently, GHRC's M1 and M2 buildings were designed to occupy 480 rated beds (60 in each dorm). For some time, the Department has experienced significant overcrowding; as a result, it tripled bunked inmates in dorms (added 30 inmates to each dorm). Overcrowding existed and BSCC reported in its bi-annual report that this issue should be remedied. Currently, the M1 and M2 buildings house 720 inmates. With this proposal, the Department will house 512 inmates, eliminating the "bad beds" by the following approaches:

1. Transfers to fire camp (96 rated-capacity beds)
2. Transfers of pre-trial inmates to ADC
3. Continued use of alternatives to programs (i.e., work release and electronic monitoring)
4. Pre-trial releases (expected to begin in in October 2013)

The design and intended operation of the Step Housing Program will provide adequate space required for implementing enhanced INROADS programming that will increase inmate participation, accessibility, and effectiveness. This preparation will help inmates become successful and deter them from returning to incarceration, ultimately reducing the need for beds in the future.

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**PS: 3.01 Describe how this program space construction will address the county's offender management goals.** The proposed construction addresses the Department's offender management goals by providing educational programs and services in a safe environment. This approach is intended to serve as the last step in the incarceration process prior to the inmate's re-entry into the community. Selected inmates will spend a total of 18 months maximum in the program, with 3 to 6 months in each housing unit, depending on inmate needs. The current campus at GHRC is not adequate or in compliance when it comes to program space. The space is overcrowded when in use and is not close to housing. The county's offender management goals are to remedy this non-compliance by constructing a facility that provides ample classrooms, common areas, and vocational opportunity space necessary to administer an effective pre-release program. This new program space will accommodate all inmates participating in programming simultaneously, lending to a true learning environment.

**PS: 3.02 Describe how the program space construction aligns with the CCP plan.** As reported in the CCP, "Research supports that when EBP are firmly embraced, implemented, and properly monitored by a correctional agency and combined with systemic interventions, the results are a reduction in recidivism." The construction of this program aligns with the CCP in that it creates program space that is adequate, designed for specific use, and accessible to the inmates with few or no safety issues due to house proximity.

As noted in the CCP, EBP and cognitive behavior therapy interventions have been incorporated. This is precisely what the Step Housing Program will do. The proposed program will enhance INROADS programming offerings. The incentivized Step Housing Program will create program space that fosters a learning environment in all housing units.

**PS: 3.03 Describe the programming to be conducted in the new program space.** The programming to be conducted in the new Step Housing Program is innovative and forward thinking. It is not a "cookie cutter" model. The primary focus is on the individual needs of the inmates. Upon entering the

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community in Step Housing Unit One, each inmate will meet with a case manager for thorough assessment to create an individual education plan (IEP). The IEP is the inmate's road map to successful completion of the re-entry program. It is imperative that the needs of the individual are met. Case managers and counselors use this road map to help the inmate stay focused on what needs to be completed, and in a specific frame to meet the requirements of each housing step and move forward in the program.

Included in the Appendix is the Program Matrix showing the extensive program offerings from which the inmate can choose based on their assessment and advice of their case manager. The Program Matrix allows a glimpse into the life of an inmate participating in these program classes, leaving room for counseling sessions, recreation, and limited downtime.

The Department is confident that if SB1022 funding is procured to design and construct the Step Housing Program, inmate success rates for completing all INROADS courses will rise and recidivism will decrease, thereby improving public safety.

**PS: 3.04 Describe how the program space will foster a quality re-entry model and seamless re-entry process.** The proposed program will foster a quality re-entry model and seamless re-entry process due to its intentional design. The classroom design and sizes will be conducive to a learning environment. There will be access to counseling space without the need to move between buildings and sites. The designed step process prepares inmates one step at a time for life outside incarceration, culminating in Step Housing Unit One, which fosters connections with the Department of Public Health, Workforce Development, San Bernardino County Probations Department, the SBCRC, and establishing and rebuilding relationships with both family and support service representatives. Visiting with kids and family is a big part of re-entry and is allowed in Step Housing Unit One. Inmates prepare themselves to get a job, and in some cases even have work lined up prior to release. Counselors will make sure any barriers that exist will be removed prior to release.

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**PS: 3.05 Describe collaborative partnerships that will provide services within the program space and provide continuity through the re-entry and community supervision process.** GHRC has nurtured many collaborative partnerships that will provide services within the program space and continuity through the re-entry and community supervision process. Resource fairs will have representatives from different services, including, but not limited to:

1. Department of Motor Vehicles (DMV): Explains the procedures for obtaining a California Identification and Driver's License. DMV provides applications and drivers manuals for those who request them.
2. Workforce Development Department (WDD): Provides information on training and employment.
3. Department of Child Support Services (DCSS): Child support officers meet individually with those inmates who have current child support cases to discuss what is necessary to meet their child support requirements.
4. Delancey Street: A non-profit self-help group whose residents learn self-reliance, occupational skills, education, how to get along with others, and hopefully begin to feel a sense of self-worth so they can ultimately graduate and make a successful life in society.
5. Arrowhead Regional Medical Center (ARMC): Supplies inmates with applications and information on the Medically Indigent Adult Program, as well as other low-cost health services.
6. Sober Living Homes: Explain the significance of living in sober environments to enable addicts to maintain their sobriety while becoming productive members of society.
7. Residential Treatment: Inpatient treatment facilities give details of their in-home recovery programs which require clients to receive daily individual and group counseling for their

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addiction. Interested inmates may be referred and placed on a bed waiting list while still incarcerated.

8. Probation Officer: Educates inmates on probationary terms and conditions, provides information on services for DRCs where offenders continue their post-release programming.

9. Counseling Programs: SAC Norton Outpatient Treatment and Vista Guidance and Recovery Services provide information and counseling services to inmates upon release.

10. Community-Based Organizations: Catholic Charities of San Bernardino and Riverside Counties, Goodwill, and other religious groups explain the various assistance programs they offer and case management services they provide. They will assist in areas such as shelter referrals, transportation, employment, counseling, food, clothing, etc.

11. United Way 2-1-1: The goal of 2-1-1 is to provide timely, effective access to accurate and comprehensive information and referral for the residents of San Bernardino County and provide public information support in times of disaster.

Each inmate will participate in a 60-hour WDD class prior to release. Probation officers will be housed in the community so relationships can be established and trust built prior to release. Each inmate will receive detailed SBCRC information that will be at their fingertips should a question arise. In addition, each inmate will have access to DRCs located in San Bernardino, West Valley, and Victorville.

**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.** This program utilizes sources of support through Department of Behavior Health, Social Security Administration, WDD, and the United Way 2-1-1. Also, it has support through the San Bernardino County Homeless Partnerships that provides food, shelter, and employment services. In addition, GHRC provides bus passes and gas cards for support when inmates are ready to be released. The Inmate Welfare Committee is responsible for providing funding for inmate services. These funds, secured through the use of telephone services and the commissary, are used to

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provide social workers, counselors, case managers, medical services, and program classes utilized by the inmates to better prepare them for release into the community.

**PS: 3.07 Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.** San Bernardino County uses COMPAS for offender assessments. In overloaded criminal justice systems, brevity, efficiency, ease of administration, and the clear organization of key risk/needs data are critical. COMPAS optimizes these critical factors. COMPAS provides a comprehensive set of key risk and criminogenic needs factors that can be customized so that an agency can selectively trim down the set of risk/need scales to achieve the ease of use, practicality, and focus, which is critical for decision support. With the risk and needs assessment tool for the re-entry population, COMPAS provides scales for both the male and female populations in assessing the risks and needs of offenders preparing to leave prison and transition back into the community. The gender-neutral COMPAS re-entry assessment scales include standard risk factors in combination with community re-entry domains, such as early onset of delinquency, history of non-compliance, occurrences of prison misconduct, or the risk of housing problems upon release. Instead of relying on factors established for male offenders, additional female factors are provided in COMPAS to address specific risk and needs that present challenges faced by women upon re-entering the community.

The integrated COMPAS re-entry assessment software allows GHRC to generate reports and track case planning, placement outcomes, program participation, caseload termination reasons, and other key case management data. With COMPAS, GHRC has the ability to interface with other systems in the county for a seamless approach to programs and services. Case managers use COMPAS to identify high-risk and high-need inmates. Once the assessments are complete, inmates and case managers create an IEP. This plan will be monitored throughout the program and will include all three Steps.

**PS: 3.08 Describe the approach to the principles and objective of evidence-based programming that will be incorporated to reduce recidivism, including program evaluation.** Due to the fact that

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GHRC will make a good assessment at the beginning of the process, it is more clear who will benefit the most from this program and who truly can be helped. All program curricula (Thinking 4 A Change, Parenting, etc.) are evidence-based programming. Evidence-based curricula are essential in providing effective programming that will help meet the goals of bed reduction through lower recidivism rates.

California State University, San Bernardino (CSSB) currently conducts annual evaluations on an informal basis. Once this funding is received, CSSB will be partnering with GHRC to conduct academic evaluations and research to track, monitor, and report program outcomes. CSSB will also be evaluating the community impact of the programming and measuring recidivism rates. This evaluation model will be developed in collaboration with the university upon grant approval.

**PS: 3.09 Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).** All of the instructors at GHRC are credentialed in their field of study or vocation and are required to have practical experience. Both school districts GHRC works with are accredited by Western Association of Schools and Colleges. GHRC only utilizes California Association for Alcohol/Drug Educators, certified substance abuse counselors. In addition, career development facilitators are certified. All programming staff is required to complete motivational interviewing training and must also attend a refresher course at least once a year.

**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 is classified as minimum inmates, such as the 3-NONs (non-sexual, non-violent, non-serious) who have 18 months to serve. It is estimated that 512 individuals will be served daily. Duration of the Step Housing Program is 18 months maximum, with 3 to 6 months in each housing unit, depending on inmate needs. Daily service numbers are based on the number of individuals that will be active in the program on a daily basis based on bed count. Inmates participating in the program are required to participate in extensive programming to complete the steps for successful completion. Once an inmate completes the program and is released, another inmate will be waiting to enter the program to fill the

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vacancy. Annual participant numbers are based on the average time it will take for an individual to complete the program and the attrition rates to fill the spots.

## 4. ADMINISTRATIVE WORK PLAN

**4.01 Describe the plan for project management and administration, including key positions and responsibilities.** Planning for the proposed project at GHRC began prior to the release of the State of California SB1022 Request for Proposals. In February 2013, a planning team was created to assess Department needs and study alternatives for the construction of the facility. This team was instrumental in developing the GHRC APS. If the Department is conditionally awarded SB1022 funding, the project will be administered and managed by a team from both the Department and the county Architecture and Engineering Department. The team currently consists of the commander of the GHRC, Captain Nina Jamsen; the Bureau's Maintenance Director, Doyle Jenkins, and Senior Director Project Manager, Carl Alban, from Architecture and Engineering. This team will administer and oversee design and construction activities for the duration of the project.

**4.02 Describe the current state of the county's project planning process.** The Department completed a collaborative GHRC APS study and 100 percent of the program development document phase that includes the development of an architectural program statement, facility condition assessment, civil engineering analysis, space programming, operational planning, staffing plan, project schedule, and proposed massing diagrams.

Upon notice of conditional award, the Department is poised to hire a criteria architect and commence with developing performance criteria and validating the existing massing diagrams and operational program statement. The Department is pursuing the funding preference and has met the four preference criteria:

1. Commitment of adequate county contribution funds
2. BSCC Initial Real Estate Due Diligence Package submittal
3. Documentation evidencing California Environmental Quality Act (CEQA) compliance

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4. Review of and authorization to execute finance program and project documents

**4.03 Describe the county's readiness to proceed with the project.** Having met all the preferred funding requirements as mentioned in Section 4.02, the Department is prepared to proceed with the Step Housing Program once Conditional Award has been received by the BSCC. Referencing the Request for Proposal's "Project Timeline – Design-Build," the Department has done the following:

1. Developed a project schedule
2. Produced proposed massing diagrams
3. Completed CEQA (received Notice of Exemption)
4. Completed the BSCC Real Estate Due Diligence Checklist (includes all requirements)
5. Assembled County Contribution Funds Package documentation
6. Received San Bernardino County Board of Supervisor's Resolution

The Department has a strong working knowledge of the BSCC project documents listed in the financing program and has first-hand experience of what it takes to produce a successful state-funded project, given its experience with ADC and SB81 Design-Build for Central Juvenile Hall. Taking all this into consideration, the Department believes it is "shovel ready" and prepared to move forward immediately upon notice of conditional award.

**4.04 Describe the construction project timeline.** The Department's construction timeline is a follows: Upon conditional notice of award from the BSCC, the Department is poised to hire a criteria architect by mid-March 2014. The criteria architect can produce performance criteria and an operational program statement by mid-July 2014. The Department will commence with the Request for Qualifications (RFQ) for a design-builder by late January 2015. The RFQ process is estimated to complete by late March 2015. Subsequently, the Department plans to shortlist qualified design-build teams and commence with the Request for Proposal process from mid-April 2015 to late August 2015. The Department plans to issue a Notice to Proceed to the successfully awarded design-build team by late September 2015. The Department estimates the Design-Build Phase will take approximately three years to complete from late

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September 2015 to late September 2018, including design, construction, commissioning, transition and activation, and move-in.

## 5. BUDGET REVIEW AND REASONABLENESS

**5.01 Justify the amount of state financing requested for the planned construction.** The Department is requesting $80 million to design and construct the proposed Step Housing Program. The Department believes this is a reasonable request, given the project scope and anticipated beneficial outcome. During the collaborative GHRC APS effort, the Department determined a planning concept to design and construct the Step Housing Program, which is enhancing INROADS. Next, a detailed space program (listing) was produced. Reliance on appropriate square footage was based on Title 15 and 24 requirements. This quantified square footage for all new structures and utilities. Using this information and having the ADC project current and relevant project cost data, the Department generated a cost model. The cost model is a detailed cost breakdown of all major project costs (i.e., underground utilities, construction fencing, superstructure costs, etc.) to be expected during design and construction. The San Bernardino County Architecture and Engineering Department and other key Department personnel provided review and input. The cost model generated was influential in developing the budget summary table. Additionally, this cost model accounts for general overhead and management costs, i.e., project management costs. The Department believes it is providing a reasonable project budget.

**5.02 Describe the anticipated benefits/impact of the construction in relation to construction costs (including any fiscal benefits).** The Department believes there are several benefits of this project. Benefits are described as follows:

1. Per the response in PS: 1.06, the Department has limited program space. This project will provide ample program space, allowing the Department to achieve its goal for GHRC. GHRC is intended to be the facility where inmates from all over the Department will transition for intensive transitional support programs for re-entry.

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2. The Department will improve safety standards for the inmate and staff by incorporating the Principles of Direct Supervision into the design approach. Doing so would likely create a positive, functional learning community, which may likely motivate inmates to prefer to be in the Step Housing Program.
3. GHRC is likely to be in compliance with the authorities having jurisdiction, i.e., BSCC. Gone could be the days of receiving correction notices.
4. To create this project, the Department must implement population management techniques, i.e., pre-trial releases. Having fewer inmates in this Step Housing Program, is a benefit from a resources and staffing perspective.

As noted with these benefits above, the Department has made significant effort to comply with the legislative intent outlined in Penal Codes 17.5 and 3450. This speaks to the value proposition of this grant funding request.

**5.03 Describe steps that the county has taken to minimize costs of this project.** The Department is committing well over $25 million (cash contribution) toward the project. Furthermore, employing population management techniques to eliminate the "bad beds" will likely minimize construction and operational costs (reference Sections B: 2.02 and B: 3.04). Additionally, the design concept of the Step Housing Program is similar to a college campus environment. Most new structures will be a college dormitory setting and single story. Also, having a centralized location for toilets and showers improves project costs, because less mechanical/electrical/plumbing materials are expected; this directly affects material and labor costs. Having natural daylight penetrate the dayroom space helps to improve the building's energy efficiency and reduces energy demand.

**5.04 Describe efforts to leverage other sources of funds (e.g., federal) for program delivery.** The Department is able to provide the cash match. The San Bernardino County Board of Supervisors approved to use General Funds as the cash match. This will be further documented in the County Contribution Funds Package included with the SB1022 Application. The Department is a key participant

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of the SBCRC. This organization is federally funded, and inmates who complete the Step Housing Program and re-enter society will have full access to all benefit offerings from the SBCRC.

**5.05 Detail the cost effectiveness of this construction project, including from a population management perspective.** To implement this project, the Department must continue to employ population management techniques already in motion, i.e., the Work Release Program, Electronic Monitoring Program, etc. This was detailed in Section B: 2.02. Having inmates participate in the Step Housing Program is beneficial, because it affords them the necessary skills and confidence not to re-offend. From a cost perspective, implementing the Step Housing Program is good, reasonable financial sense. The new housing units will replace existing housing units, both of which are 53 years old. This will be a cost savings in both maintenance and energy utilization.

According to a BSCC study dated September 14, 2012, the average daily cost per day, per inmate in a San Bernardino County Type II jail is $65.73. Annually, this cost is $23,991.45. The Step Housing Program will accommodate 512 inmates [18-month maximum duration (one cycle)]. In 30 years, the program would likely have graduated 10,240 inmates [512 inmates x (360 months/18 months)]. After completing this intensive program, it is expected that many inmates would not re-offend, assisting in population management and cost savings.

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# SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

**RESOLUTION NO. 2013-220**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING AN APPLICATION TO THE CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS, ADULT LOCAL CRIMINAL JUSTICE FACILITIES CONSTRUCTION FINANCING PROGRAM**

On Tuesday October 8, 2013, on motion of Supervisor Ovitt, duly seconded by Supervisor Ramos and carried, the following resolution is adopted by the Board of Supervisors of San Bernardino County, State of California.

**WHEREAS,** the State of California is making funds available through the Adult Local Criminal Justice Facilities Construction Financing Program to provide for the acquisition, design and construction, including expansion or renovation, of adult local criminal justice facilities in California for projects approved by the State of California, Board of State and Community Corrections;

**WHEREAS,** the County of San Bernardino desires to participate in the Adult Local Criminal Justice Facilities Construction Financing Program to construct a new 512-bed Step Housing Program at Glen Helen Rehabilitation Center (the "Project") whereby inmates participate in an intensive 18-month incentive-based learning environment using evidenced-based practices to help inmates with successful re-entry into society; and

**WHEREAS,** the Board of Supervisors and the San Bernardino County Sheriff's Department recognize the value of replacing existing outdated housing units with new facilities that provide adequate space for the treatment and rehabilitation services, including mental health treatment; and

**WHEREAS,** the State specifies funding preference to be given to those counties that are most prepared to proceed successfully with this financing in a timely manner. The four preference criteria are as follows: (1) commitment to adequate County contribution funds, (2) initial real estate due diligence package submittal, (3) documentation evidencing California Environmental Quality Act (CEQA) compliance has been completed, and (4) review of and authorization to execute the financing program project documents; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of San Bernardino County hereby:

The County of San Bernardino (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 San Bernardino County does hereby represent, warrant and covenant as follows:

1. On October 8, 2013, the County Board of Supervisors authorized the use of $20,011,000 in County General Fund Contingencies and $6,000,000 of Discretionary General Funding currently appropriated in the 2013-14 Department of Public Works budget for Institution Road improvements as the required County Cash Contribution funds for the County's SB 1022 Financing Program proposal upon notification by the State of conditional award of financing. The County cash contribution funds have been derived exclusively from lawfully available Discretionary General Funding of the County, which consists primarily of the County's share of Property and Sales tax revenues.

2. 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)

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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, or any 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. 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. 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.

5. The County is seeking funding preference for submittal of the complete initial real estate due diligence package (Capitalized terms below have the meaning as defined in the State Grant Application). The initial package consists of:

    a. Preliminary title report of the Greater Parcel Area including the legal description and copies of all recorded documents affecting title.

    b. A legal description and corresponding plat map defining the proposed project site.

    c. Real estate appraisal report providing an independent opinion of the fair market value of the proposed project site, as of September 9, 2013, the effective date of value, and including a third-party review of the appraisal report.

    d. Executed Unrecorded Rights Certification letter covering the Greater Parcel Area and copies of unrecorded leases.

    e. Title exceptions maps of the Greater Parcel Area and of the proposed project site delineating the location of existing recorded rights and encumbrances and unrecorded rights.

6. 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. The project has been determined to be categorically exempt from further review under Section 15302 of the California Environmental Quality Act (CEQA) Guidelines (Title 14, California Code of Regulations), which allows replacement in kind for facilities with no change in use. A Notice of Exemption was filed with the Clerk of the Board on August 8, 2013 to serve as the CEQA findings for the project. The Notice was also filed with the State Clearinghouse on August 14, 2013. The statute of limitations expired September 16, 2013.

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7. 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 forms 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 (collectively the "Agreements") are hereby approved. Each of the Chair of the Board of Supervisors, the Chief Executive Officer of the County, the Assistant Executive Officer of Finance and Administration, or the County Chief Financial Officer (collectively, the "Authorized Officers"), acting alone, and upon consultation with County Counsel, 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, each of the Agreements, in substantially the forms hereby approved. The Authorized Officers each of whom, acting alone, is authorized to approve such additions and changes to the Agreements as may be 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, acting alone.

8. 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 Agreements. Prior to execution of any of such documents, an Authorized Officer must consult with County Counsel.

9. The following are designated: Carl Alban, Director of Architecture and Engineering Department as County Construction Administrator; Gary McBride, County Chief Financial Officer as Project Financial Officer; and Nina Jamsen, Sheriff's Captain, Glen Helen Rehabilitation Center as Project Contact Person.

10. Janice Rutherford, Chair, Board of Supervisors to sign the Applicant's Agreement and submit the County's proposal for jail construction funding consideration.

11. 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.

12. 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.

13. 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.

14. The County has Project site control through either fee simple ownership of the site of 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.)

15. Based upon information presented to the Board of Supervisors during the meeting at which this Resolution was adopted and as documented by submittal of the initial real estate due

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diligence package described in Paragraph 5 above, the Board of Supervisors finds that the current fair market land value for the proposed new or expanded facility is $1,315,000.

PASSED AND ADOPTED by the Board of Supervisors of the County of San Bernardino, State of California, by the following vote:

| | | |
|---|---|---|
| AYES: | SUPERVISORS: | Lovingood, Rutherford, Ramos, Ovitt, Gonzales |
| NOES: | SUPERVISORS: | NONE |
| ABSENT: | SUPERVISORS: | NONE |

* * * * *

STATE OF CALIFORNIA )
) ss.
COUNTY OF SAN BERNARDINO )

I, **LAURA H. WELCH**, Clerk of the Board of Supervisors of the County of San Bernardino, State of California, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by the Board of Supervisors, by vote of the members present, as the same appears in the Official Minutes of said Board at its meeting of October 8, 2013, #51ss

LAURA H. WELCH
Clerk of the Board of Supervisors

By Jennifer Bunn
Deputy

BOARD OF SUPERVISORS SAN BERNARDINO COUNTY, CA 1853

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# San Bernardino County
## Community Corrections Partnership


Executive Committee

Chair
Michelle Brown
*Chief Probation Officer*

Linda Haugan
*Assistant Executive Officer*
*Human Services*

John McMahon
*Sheriff*

Jeff Mendenhall
*Chief, Upland Police Department*
*Police Chief Representative*

Phyllis Morris
*Public Defender*

Mike Ramos
*District Attorney*

Marsha Slough
*Presiding Judge*
*Superior Court*


September 24, 2013

Executive Steering Committee for SB 1022
Board of State and Community Corrections
600 Bercut Drive
Sacramento, CA 95811

The San Bernardino County Community Corrections Partnership (CCP) Executive Committee supports the San Bernardino County Sheriff's Department grant application for funding through SB1022. The CCP was created in 2011 to establish a joint plan for public safety realignment through rehabilitation and community supervision of offenders. The CCP will be updated in late 2013.

The mission of CCP is to maintain a collaborative partnership among all members to enable San Bernardino County to aid offenders with their reintegration into society through assessment, treatment, and provide a range of effective services and programs. The CCP will continue to supervise out-of-custody inmates as well as collaborate with the San Bernardino County Workforce Development Department to provide job readiness and skills to prevent recidivism.

The Sheriff's Department and the Probation Department share the responsibility of managing incarcerated and post-incarcerated offenders. The CCP utilizes a number of methods including: flash incarceration, home confinement and house arrest, electronic monitoring with global positioning system, and work release. Currently there is a probation officer assigned to each of the Type II jails. Within San Bernardino County, there are three Day Reporting Centers available to post-incarcerated offenders offering similar reintegration services presented to incarcerated offenders. The San Bernardino County Sheriff's Department and the Probation Department have created a seamless transition from incarceration to rehabilitation to re-entry.

The CCP Executive Committee supports the vision of the San Bernardino County Sheriff's Department SB 1022 Grant Proposal and believes receiving the funding will enable the county jails to offer an enhanced programming and treatment environment and prepare the inmate for successful re-entry into society.

Sincerely,

Michelle Brown, Chair
Chief Probation Officer

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Linda Haugan, Assistant Executive Officer
Human Services

John McMahon, Sheriff-Coroner

Jeff Mendenhall, Chief
Upland Police Department

Phyllis Morris, Public Defender

Mike Ramos, District Attorney

Recused

Marsha Slough, Presiding Judge
Superior Court

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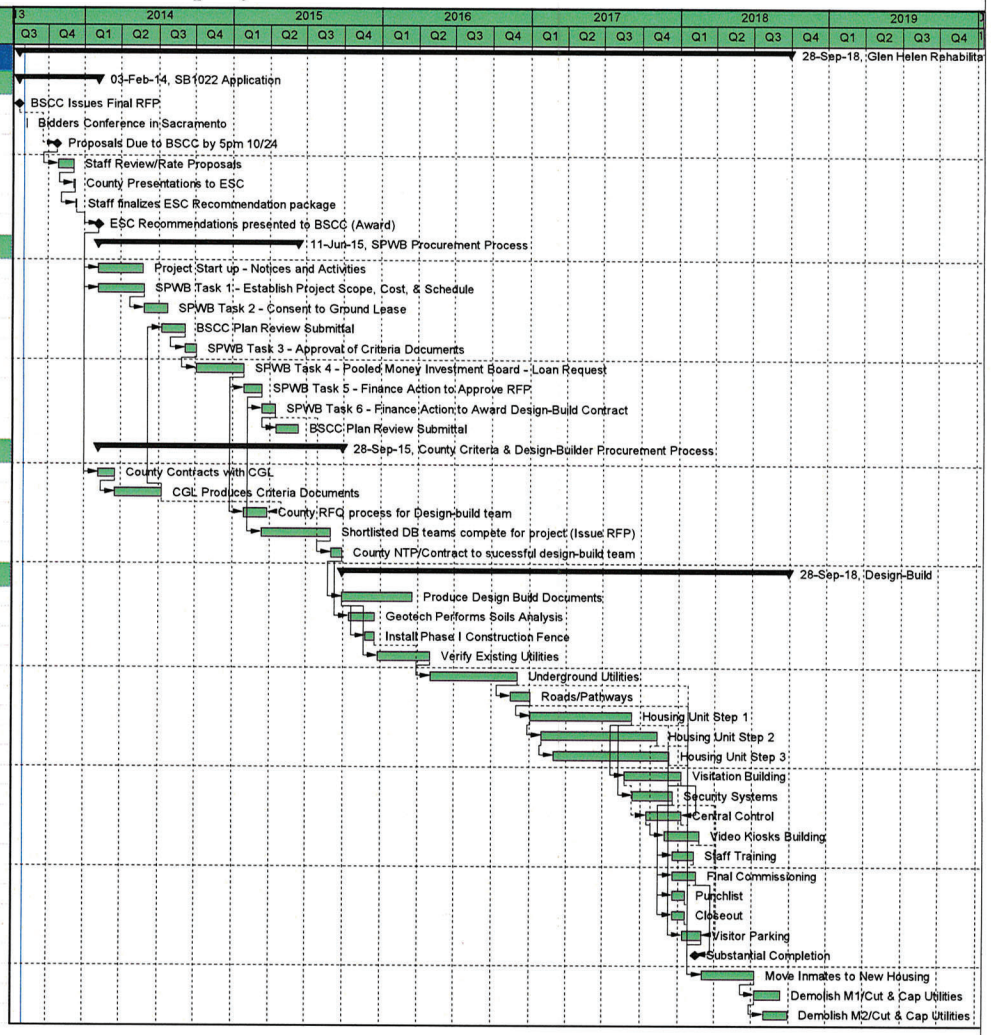
# CGL - A Hunt Company

| Activity ID | Activity Name | Original Duration | Start | Finish |
|---|---|---|---|---|
| **Glen Helen Rehabilitation Center - SB1022 Submittal** | | 1251 | 23-Jul-13 A | 28-Sep-18 |
| **SB1022 Application** | | 68 | 23-Jul-13 A | 03-Feb-14 |
| A1240 | BSCC Issues Final RFP | 0 | | 23-Jul-13 A |
| A1250 | Bidders Conference in Sacramento | 1 | 12-Aug-13 A | 12-Aug-13 A |
| A1260 | Proposals Due to BSCC by 5pm 10/24 | 0 | | 24-Oct-13* |
| A1270 | Staff Review/Rate Proposals | 26 | 25-Oct-13 | 03-Dec-13 |
| A1280 | County Presentations to ESC | 4 | 03-Dec-13 | 06-Dec-13 |
| A1290 | Staff finalizes ESC Recommendation package | 3 | 09-Dec-13 | 11-Dec-13 |
| A1300 | ESC Recommendations presented to BSCC (Award) | 0 | | 03-Feb-14 |
| **SPWB Procurement Process** | | 346 | 03-Feb-14 | 11-Jun-15 |
| A1470 | Project Start up - Notices and Activities | 80 | 03-Feb-14 | 23-May-14 |
| A1390 | SPWB Task 1 - Establish Project Scope, Cost, & Schedule | 80 | 04-Feb-14 | 27-May-14 |
| A1480 | SPWB Task 2 - Consent to Ground Lease | 40 | 28-May-14 | 23-Jul-14 |
| A1490 | BSCC Plan Review Submittal | 40 | 10-Jul-14 | 04-Sep-14 |
| A1500 | SPWB Task 3 - Approval of Criteria Documents | 20 | 05-Sep-14 | 02-Oct-14 |
| A1510 | SPWB Task 4 - Pooled Money Investment Board - Loan Request | 80 | 03-Oct-14 | 28-Jan-15 |
| A1520 | SPWB Task 5 - Finance Action to Approve RFP | 30 | 29-Jan-15 | 11-Mar-15 |
| A1530 | SPWB Task 6 - Finance Action to Award Design-Build Contract | 25 | 12-Mar-15 | 15-Apr-15 |
| A1540 | BSCC Plan Review Submittal | 40 | 16-Apr-15 | 11-Jun-15 |
| **County Criteria & Design-Builder Procurement Process** | | 420 | 04-Feb-14 | 28-Sep-15 |
| A1400 | County Contracts with CGL | 30 | 04-Feb-14 | 17-Mar-14 |
| A1410 | CGL Produces Criteria Documents | 80 | 18-Mar-14 | 09-Jul-14 |
| A1430 | County RFQ process for Design-build team | 40 | 29-Jan-15 | 25-Mar-15 |
| A1440 | Shortlisted DB teams compete for project (Issue RFP) | 120 | 12-Mar-15 | 28-Aug-15 |
| A1450 | County NTP/Contract to sucessful design-build team | 20 | 31-Aug-15 | 28-Sep-15 |
| **Design-Build** | | 763 | 29-Sep-15 | 28-Sep-18 |
| A1460 | Produce Design Build Documents | 120 | 29-Sep-15 | 18-Mar-16 |
| A1420 | Geotech Performs Soils Analysis | 45 | 13-Oct-15 | 16-Dec-15 |
| A1170 | Install Phase I Construction Fence | 15 | 24-Nov-15 | 16-Dec-15 |
| A1100 | Verify Existing Utilities | 90 | 24-Dec-15 | 29-Apr-16 |
| A1000 | Underground Utilities | 150 | 02-May-16 | 02-Dec-16 |
| A1010 | Roads/Pathways | 30 | 17-Nov-16 | 03-Jan-17 |
| A1020 | Housing Unit Step 1 | 175 | 04-Jan-17 | 08-Sep-17 |
| A1030 | Housing Unit Step 2 | 200 | 01-Feb-17 | 10-Nov-17 |
| A1040 | Housing Unit Step 3 | 200 | 01-Mar-17 | 12-Dec-17 |
| A1050 | Visitation Building | 95 | 25-Aug-17 | 11-Jan-18 |
| A1090 | Security Systems | 70 | 11-Sep-17 | 19-Dec-17 |
| A1080 | Central Control | 60 | 16-Oct-17 | 11-Jan-18 |
| A1060 | Video Kiosks Building | 60 | 29-Nov-17 | 22-Feb-18 |
| A1180 | Staff Training | 35 | 20-Dec-17 | 08-Feb-18 |
| A1190 | Final Commissioning | 40 | 20-Dec-17 | 15-Feb-18 |
| A1210 | Punchlist | 20 | 20-Dec-17 | 18-Jan-18 |
| A1220 | Closeout | 20 | 20-Dec-17 | 18-Jan-18 |
| A1070 | Visitor Parking | 35 | 12-Jan-18 | 01-Mar-18 |
| A1200 | Substantial Completion | 0 | | 15-Feb-18 |
| A1230 | Move Inmates to New Housing | 90 | 02-Mar-18 | 09-Jul-18 |
| A1310 | Demolish M1/Cut & Cap Utilities | 45 | 10-Jul-18 | 11-Sep-18 |
| A1320 | Demolish M2/Cut & Cap Utilities | 43 | 31-Jul-18 | 28-Sep-18 |

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Date: 11-Oct-13

Data Date: 05-Aug-13

**Glen Helen Rehabilitation Center - SB1022 Submittal**

Layout: Trussell.CGL.Glen.Helen

County of San Bernardino
Sheriff's Department
8/30/2013

| PROJECTED SPACE LIST RECAP | CODE | GSF | BEDS |
|---|---|---|---|
| CODE 100 - HOUSING | | | |
| Step Three Housing Unit (192 Beds ) | 110 | 49,172 | 192 |
| Step Two Housing Unit (192 Beds) | 111 | 49,172 | 192 |
| Step One Housing Unit (128 Beds) | 112 | 36,285 | 128 |
| SUBTOTAL | | 134,629 | 512 |
| CODE 300 - INMATE PROGRAMS | | | |
| New Visiting Addition | 310 | 8,830 | -- |
| Vocational Education | 325 | 1,903 | |
| Womens Programs | 340 | 9,160 | |
| SUBTOTAL | | 19,893 | 0 |
| CODE 400 ADMINISTRATION | | | |
| Central Control Room | 417 | 1,932 | |
| SUBTOTAL | | 1,932 | 0 |
| CODE 500 - FACILITY SUPPORT | | | |
| Central Storage | 580 | 4,158 | |
| SUBTOTAL | | 4,158 | 0 |
| COD E600 - PERIMETER | | | |
| Perimeter Lighting | 610 | | -- |
| Vehicle Sallyport | 660 | | |
| SUBTOTAL | | 0 | 0 |
| TOTAL | | 160,612 | 512 |

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# *GLEN HELEN REHABILITATION CENTER PROGRAM*

## STEP III

| Monday - Friday | | Dayroom | Classroom 1 | Classroom 2 | Classroom 3 | Classroom 4 | Multipurpose Room | |
|---|---|---|---|---|---|---|---|---|
| GED | 5 pm - 7 pm | | 21 | 21 | | | | |
| HIGH SCHOOL DIPLOMA | 5 pm - 7 pm | | | | 15 | 15 | | |
| ANGER | 7 am - 9 am / 12 pm - 2 pm | | 15 | 15 | 15 | | | |
| LITERACY | | | | | | | | |
| THINKING 4 A CHANGE | 7 am - 9 am / 12 pm - 2 pm | | | | 15 | 15 | | |
| SUBSTANCE ABUSE | 7 am - 9 am / 12 pm - 2 pm | | 15 | 15 | 15 | | | |
| **192 TOTAL** | | | **51** | **51** | **60** | **30** | | |
| AA/NA MEETINGS | 6 pm - 7 pm | | | | | | Wed / Fri | |
| RELIGIOUS SERVICES | 1 pm - 2 pm / 6 pm - 7pm / 6:30 pm - 7:30 pm | | | | | | Sun / Mon / Thur | |

## STEP II

| Monday - Friday | | Dayroom | Classroom 1 | Classroom 2 | Classroom 3 | Classroom 4 | Multipurpose Room | Vocation |
|---|---|---|---|---|---|---|---|---|
| GED | 5 pm - 7 pm | | 21 | 21 | | | | |
| HIGH SCHOOL DIPLOMA | 5 pm - 7 pm | | | | 15 | 15 | | |
| AM BAKERY | 3 am - 9:30 am | | | | | | | 30 |
| PM BAKERY | 9 am - 3:30 pm | | | | | | | 30 |
| CULINARY | 1:30 am - 6 pm | | | | | | | 12 |
| FIRE CREW | 9 am - 5 pm | | | | | | | 40 |
| **Monday / Wednesday / Friday** | | | | | | | | |
| ANGER | 7 am - 9 pm / 12 pm - 2 pm | | 15 | 15 | | | | |
| COMPUTERS | 7 am - 9 am / 12 pm - 2 pm | | | | | | 30 | |
| THINKING 4 A CHANGE | 12 pm - 2 pm | | | | 15 | 15 | | |
| SUBSTANCE ABUSE | 7 am - 9 am / 12 pm - 2 pm | | 15 | 15 | | | | |
| **192 TOTAL** | | | **51** | **51** | **30** | **30** | 30 | 112 |
| AA/NA MEETINGS | 6 pm - 7:30 pm | | | | | | Tues | |
| RELIGIOUS SERVICES | 12 pm - 1 pm / 7 pm - 8 pm | | | | | | Sun/Mon | |

## STEP I

| Monday - Friday | | | Dayroom | Classroom 1 | Classroom 2 | Classroom 3 | Classroom 3 | Multipurpose Room | Vocation |
|---|---|---|---|---|---|---|---|---|---|
| AUTOMOTIVE | 7 am - 3 pm | | | | | | | | 12 |
| WELDING | 7 am - 3 pm | | | | | | | | 12 |
| HVAC | | | | | | | | | |
| BAKERY | 3 am - 3:30 Pm | | | | | | | | |
| CULINARY | Mon / Wed | 12 pm - 2 pm | | | | | | | |
| LIVING SKILLS | Mon / Wed | 7 am - 8 am | | 19 | 19 | | | | |
| PARENTING | Mon / Wed | 7 am - 8 am | | | | 15 | 15 | | |
| PRE-RELEASE | Tue / Thur | 12 pm - 1 pm | | | | 15 | 15 | | |
| SUBSTANCE ABUSE | Tue / Thur | 12 pm - 2 pm | | 15 | 15 | | | | |
| T.A.L.K. | Mon / Thur | 6 pm - 7:30 pm | | | | | | | |
| **128 TOTAL** | | | | 34 | 34 | 30 | 30 | | 24 |
| AA/NA MEETINGS | 6 pm - 7:30 pm | | | | | | | Tues | |
| RELIGIOUS SERVICES | 12 pm - 1 pm / 7 pm - 8 pm | | | | | | | Sun/Mon | |

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