

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

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SECTION 1: PROJECT INFORMATION

A: APPLICANT INFORMATION AND PROPOSAL TYPE

COUNTY NAME San Mateo		STATE DOLLARS REQUESTED \$ 24,374,000
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) <input type="checkbox"/>	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL <u>OR</u> BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY):		
PROGRAM SPACE <input type="checkbox"/>		BEDS AND PROGRAM SPACE <input checked="" type="checkbox"/>

B: BRIEF PROJECT DESCRIPTION

FACILITY NAME Maguire Correctional Facility		
PROJECT DESCRIPTION Mental Health Critical Treatment Center, Mental Health Wellness Pod, AB 109 Inmate Recreation Yard, Inmate Retail Vocational Store and required Seismic Upgrades/Retrofits		
STREET ADDRESS 300 Bradford Street		
CITY Redwood City	STATE Ca.	ZIP CODE 94063

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

FACILITY TYPE (II, III or IV) II	<input type="checkbox"/> NEW STAND-ALONE FACILITY	<input checked="" type="checkbox"/> RENOVATION/REMODELING	<input checked="" type="checkbox"/> CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY
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D. BEDS CONSTRUCTED – Provide the number of BSCC-rated beds and non-rated special use beds that will be subject to construction as a result of the project, whether remodel/renovation or new construction.

	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed	0	0	0	46
TOTAL BEDS (A+B+C+D)	46			

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 Greg Munks

TITLE Sheriff

AUTHORIZED PERSON'S SIGNATURE

DATE

10-24-13

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 Sam Lin

TITLE Project Manager

DEPARTMENT

Sheriff's Office Jail Planning Unit

TELEPHONE NUMBER

650-716-5975

STREET ADDRESS

1402 Maple Street

CITY

Redwood City

STATE

Ca.

ZIP CODE

94062

E-MAIL ADDRESS

slin@smcgov.org

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 John Maltbie

TITLE County Manager

DEPARTMENT

County Manager's Office

TELEPHONE NUMBER

650-363-4121

STREET ADDRESS

400 County Center

CITY

Redwood City

STATE

Ca.

ZIP CODE

94063

E-MAIL ADDRESS

jmaltbie@smcgov.org

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 Deborah Bazan

TITLE Lieutenant/Project Director

DEPARTMENT

Sheriff's Office Jail Planning Unit

TELEPHONE NUMBER

650-716-5972

STREET ADDRESS

1402 Maple Street

CITY

Redwood City

STATE

Ca.

ZIP CODE

94062

E-MAIL ADDRESS

dbazan@smcgov.org

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

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$ 19,268,000	\$ 2,007,000		\$ 21,275,000
2. Additional Eligible Costs*	\$	\$		\$
3. Architectural	\$ 2,127,000	\$		\$ 2,127,000
4. Project/Construction Management	\$ 2,979,000	\$		\$ 2,979,000
5. CEQA		\$		\$
6. State Agency Fees		\$ 51,000		\$ 51,000
7. Audit		\$ 55,000	\$	\$ 55,000
8. Needs Assessment		\$	\$	\$
9. Transition Planning		\$	\$ 63,000	\$ 63,000
10. County Administration			\$ 535,000	\$ 535,000
11. Land Value			\$	\$
TOTAL PROJECT COSTS	\$ 24,374,000	\$ 2,113,000	\$ 598,000	\$ 27,085,000
PERCENT OF TOTAL	90.0%	7.80%	2.2%	100.00 %

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

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

1. **Construction (includes fixed equipment and furnishings):**

The \$21,275,000 overall project construction cost figure is a result of costing estimates prepared by CGL/Ricci Greene Architects. Details are outlined in the narrative and Appendix E, including complete estimates broken down by the five major projects (Mental Health Critical Treatment Center, Mental Health Wellness Pod, AB109 Inmate Recreation Yard, Inmate Retail Vocational Store and Seismic Improvements).

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: N/A

b) Moveable equipment and moveable furnishings total amount: N/A

- c) **Public art total amount:** N/A
3. **Architectural:**
- a) **Describe the county's current stage in the architectural process:** Not started
 - 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:**
All phases of architectural services are proposed for State dollar reimbursement.
All architectural work will begin only after project has been accepted by both the BSCC and DOF.
 - c) **Define the budgeted amount for what is described in b) above:** The \$2,127,000 budgeted for architectural fees amounts to 9.9% of the overall construction costs, an acceptable % for renovation projects of this nature.
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** None
 - e) **Define the budgeted amount for what is described in d) above:** N/A
4. **Project/Construction Management:**
The \$2,979,000 in project construction management fees represents 14% of the total construction budget (10% General Conditions and 4% CM fee) Additionally, significant in kind assistance from County personnel is anticipated and accounted for in the County Administration and Transition Planning in-kind county contribution sections.
5. **CEQA:**
N/A
6. **State Agency Fees (maximums: due diligence \$16,000; SFM \$35,000):**
- a) **Real estate due diligence fee:** \$16,000
 - b) **State Fire Marshal fee:** \$35,000
7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
\$55,000 budgeted for Contracted Auditor (not yet chosen)
8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**
N/A
9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
This in kind County contribution amounts to \$63,000 performed by County staff. The Sheriff's Construction Manager will work 900 hours at a rate of \$70 an hour.
10. **County Administration:**
This in kind County contribution amounts to \$535,000 and will be performed by County staff, broken down as follows: Lieutenant supervision of Sheriff's staff \$55,760 (680 hours at \$82 an hour); Sergeant supervision of Sheriff's staff \$97,920(1360 hours at \$72 an hour); Management Analyst support \$23,000 (460 hours at \$50 an hour); Deputy Sheriff \$132,000 (2400 hours at \$55 an hour); Correctional Officer \$115,200 (2400 hours at \$48 an hour); County Counsel legal support \$11,760 (98 hours at \$120 an hour; Public Works supervision \$32,480 (232 hours at \$140 an hour); Public Works maintenance staff \$66,880 (1760 hours at \$38 an hour).
11. **Land Value:**
N/A

SECTION 3: PROJECT TIMETABLE

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

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	2/14/2014	4/12/2014	
Real estate due diligence package submitted <u>within 120 days of award</u>	4/14/2014	5/1/2014	
State Public Works Board meeting – Project Established <u>within 18 months of award</u>	8/1/2014	8/10/2014	
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	8/31/2014	10/1/2015	
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 30 months of award</u> (design-build projects)			
Design Development (Preliminary drawings) with Staffing Plan	10/10/2015	12/22/2015	
Staffing/Operating Cost Analysis approved by the Board of Supervisors	1/8/2016	1/22/2016	
Construction Documents (Working drawings)	12/22/2015	8/1/16	
Construction Bids	9/1/2016	12/8/2016	
Notice to Proceed <u>within 42 months of award</u>	4/10/2017	5/30/2017	
Construction (maximum 3 years to complete)	6/1/2017	12/12/2018	
Staffing/Occupancy <u>within 90 days of completion</u>	12/12/2018	12/30/2018	

SECTION 4: FACT SHEET

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

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

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

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

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

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

Table 1: Provide the following information.		
1.	County general population	739,311
2.	Number of detention facilities	4
3.	BSCC-rated capacity of system	834
4.	ADP (Secure Detention) of system	1033
5.	ADP (Alternatives to Detention) of system	331
6.	Percentage felony inmates of system	89%

7.	Percentage non-sentenced inmates of system	45.3
8.	Arrests per month	1240
9.	Bookings per month of system	1383
10.	"Lack of space" releases per month	0

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

	Facility Name	RC	ADP
1.	Maguire Correctional Facility	688	860
2.	Women's Correctional Center	84	127
3.	Men's Transitional Facility	46	34
4.	Women's Transitional Facility	16	12
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.	Supervised O.R.	2035 (total)
2.	Unsupervised O.R.	78 (total)
3.	Promise to Appear/Cite Out of Custody	3120 (total)
4.		
5.		
6.		
	Sentenced Offender Approaches	ADP
1.	Sheriff's Work Program	331
2.	Electronic Monitoring Program	5
3.		
4.		
5.		
6.		

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

	Pre-Trial Program	ADP
1.		
2.		
3.		
4.		
5.		
6.		
	Sentenced Offender Program	ADP
1.	Choices	69
2.	Project Read	17
3.	Culinary Vocational	4
4.	Tai Chi	35
5.	TAILS (Dog training)	2
6.	Service League Programs (AA/NA/GED, etc.)	22

Table 5: List the offender programming gaps and deficiencies.

	Gaps and Deficiencies
1.	Comprehensive risk/needs assessment for all inmates
2.	In-custody case management and programming services plan
3.	Transition and reentry planning
4.	
5.	
6.	

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

	Assessment Tools	Assessments per Month
1.	Classification NIC model	1305
2.		
3.		
4.		
5.		
6.		

Table 7: List the offender assessments used for determining programming.		
	Assessment Tools	Assessments per Month
1.		
2.		
3.		
4.		
5.		
6.		



PROJECT NEED RELATED TO THE BEDS

B: 1.01 Findings of the Needs Assessment:

San Mateo County commissioned a full system wide facility needs assessment. (A copy is included as part of this SB 1022 submittal.) It includes a female and male offender study and an analysis of San Mateo County Superior Court case management practices. The needs assessment determined that 60% of inmates in San Mateo County jails suffer from some form of mental illness or disorder requiring treatment ranging from counseling to forced medication. The assessment emphasizes that current facilities lack the functionality to adequately serve and treat those inmates diagnosed with mental illness. As a result, severely mentally ill inmates are transferred to a facility outside of San Mateo County (Santa Clara), acutely mentally ill inmates are not housed in cells conducive to improving their health and other inmates that require adequate mental health programming spaces are simply not able to improve and languish inside jail without appropriate treatment.

B: 1.02 County Jail System Overview:

San Mateo County currently operates two Type II detention facilities - the Maguire Correctional Facility (MCF) and the Women's Correctional Center (WCC). The Sheriff also manages two Type IV facilities; the Men's Transitional Facility (MTF) and the Women's Transitional Facility (WTF), located adjacent to the WCC. Total current BSCC rated capacity of all facilities is 834 beds, broken down by facility as follows:

MCF (Opened in two phases 1988/1994)	688 Beds
WCC (Opened 1980)	84 Beds
MTF (Opened 2003)	46 Beds



WTF (Re-purposed and opened 2011)	16 Beds
Current System Rated Capacity	834 Beds

The total system routinely operates at 143% of its rated capacity. Most alarmingly, the WCC regularly reaches 171% of its rated capacity (see system ADP info in Appendix A).

San Mateo County is constructing the new Maple Street Correctional Center (MSCC) that will add 576 rated beds. The WCC, MTF and WTF will all close when the MSCC is complete, resulting in a net system bed gain of 386. No AB 900 funds are being used for the construction of the MSCC.

B: 1.03 System issues to be remedied by new construction:

The new mental health spaces will resolve many problems faced by the San Mateo County adult jail system, specifically expanding programming opportunities to adequately address

VIEW
VIDEO



WCC:
DILAPIDATED
JAIL

the needs of realigned and mentally ill inmates. For example, the WCC offers no meaningful mental health treatment or programming space for female inmates. The proposed 10 bed critical mental health treatment center will include beds for female inmates and along with the construction of the MSCC, enable the County to demolish the WCC. The WCC is one of California's most dilapidated women's jails. The local Civil Grand Jury has referred to the WCC as a "disgrace".

B: 1.04 Current Trends in arrests, bookings, releases due to lack of space:

San Mateo has experienced a drop in crime, arrests and bookings over the last few years. The result has been a modest decrease in the Average Daily Population (ADP). ADP has been cyclical over the years and has not always been a reflection of arrests, bookings and crime rates. During the months of January to October of 2013, however, ADP numbers have begun to climb steadily as the full effect of realignment is felt. No need has ever arisen to release offenders early in recent history.

B: 1.05 Current approaches to reducing the need for beds:

While a variety of strategies are employed by the County in an attempt to reduce the need for jail beds, none are more effective than the Sheriff's Work Program (SWP) and the use of split sentences by the San Mateo County Courts.

SWP is a program that has been embraced by all of the criminal justice stakeholders as a sensible, safe and effective alternative to incarceration for sentenced offenders. Usually, more than half of the sentenced inmate population serves their sentences in SWP out of custody. For over 9 years, the SWP Average Daily Population has been 300+. Those sentenced to SWP perform thousands of community service hours each year.

Since the start of public safety realignment, San Mateo County judges have issued "split sentences" at a high rate effectively reducing jail bed days by 50% in most cases. Appendix B outlines the impacts of AB 109 on jail population in a monthly "snap shot" format.

Another successful offender diversion program is First Chance. Run by StarVista, a local CBO, First Chance serves as an alternative to jail for driving under the influence arrestees and provides space and programming for serial drunk in public offenders.

B: 1.06 Data showing the effectiveness/impacts of these alternatives:

A recent study revealed significant impacts from the use of “split sentencing” in the County. Approximately 366 realigned “non-non-non” offenders were sentenced pursuant to PC 1170(h) (5) in the first 18 months of realignment. Of these, judges utilized split sentences 65% of the time. A detailed analysis of this data confirms that 4,006 months of mandatory supervision were ordered by our courts, saving some 120,180 jail bed days.

First Chance diversions during the 12 month period from March of 2012 through February of 2013 totaled 2,465 offenders, saving 7,400 jail bed days.

Statistics relating to the Sheriff's Work Program (SWP) show an ADP of 326 inmates every day during the first 6 months of 2013, saving 32,850 jail bed days in a typical year.

B: 1.07 Describe current or future plans to implement alternatives to incarceration:

The County's Local Implementation Plan (LIP) and Strategic Implementation Plan (SIP) both include numerous strategies to implement new alternatives to incarceration. Those alternatives include a pre-trial Electronic Monitoring Program (EMP) and a fire prevention work crew. Per the Needs Assessment, these new alternatives could cut the need for additional jail beds by 7%-10%.

PROJECT NEED RELATED TO PROGRAM SPACE

PS: 1.01 Process for determining the need for program space:

After completing the needs assessment and the County's Public Safety Realignment LIP (which emphasized the use of evidence-based practices to reduce recidivism), the San Mateo County Sheriff's Office contracted with Resource Development Associates (RDA) to develop recommendations for in-custody programs and services.

RDA has engaged the Sheriff's Jail Programming Committee (JPC), conducted site visits to other California counties, interviewed current and former inmates, researched "best practice" mental health services, and assessed current jail programming. They have worked to map current inmate programs and services and assessed them in relation to established best practices, looking to expand the continuum of mental health care.

RDA's research has revealed that best practices in inmate programming requires a mix of three discrete program types: (1) reformative, (2) activity-based, and (3) re-integrative or reentry-based. By reviewing best practices, RDA has established benchmarks for the ideal service delivery system. After assessing the activities and processes within the existing facilities, RDA identified gaps in programming and has written a Gap Analysis Report that recommends a 3-Year Strategic Plan for new program opportunities. RDA facilitated a half-day workshop with the JPC and has worked with 5 sub-committees to develop more targeted recommendations across the following domains: case management and systems navigation; health and behavioral health; vocational; educational; and reentry and socialization. In addition, RDA has interviewed over 30 current and former San Mateo County inmates, gathering valuable case study data.

RDA also visited adult mental health and vocational facilities in Santa Cruz, Contra Costa, and Alameda Counties, and researched facilities in Western Massachusetts to identify bold and innovative approaches to inmate programming and mental health treatment that San Mateo County is seeking to provide with this SB 1022 application.

PS: 1.02 Current approaches to offender programming:

Currently, over 30 Community Based Organizations (CBO's) provide programming to inmates in San Mateo County jails. Services include mental health care, substance abuse treatment, legal aid, veterans services, family reunification, housing assistance, workforce and job readiness, transportation, nutritional advice, education, vocational training, senior advocacy, jail ministry, domestic violence counseling and children's services.

Over 60% of these programs and services use Evidence Based Practices (EBP's). Those EBP's include a 12 step recovery model, Assertive Community Treatment, Cognitive Behavioral Therapy (CBT), Helping Women Recover and Beyond Trauma, Dialectical Behavior Therapy, Motivational Enhancement Therapy, Multi-dimensional Enhancement Therapy, Seeking Safety and Trauma-focused CBT. Appendix C illustrates the mix of the programs currently offered in our jails and depicts a number, but not all, of the programming opportunities the MCF improvements will enable.

PS: 1.03 Describe least restrictive alternatives put in place for needs of population:

In terms of least restrictive alternatives, section B: 1.05 describes the Sheriff's Work Program (SWP), an out of custody program administered by the Sheriff with a daily population of around 326 inmates. Section B: 1.06 contains statistical impacts of SWP as it relates to reducing the need for jail beds.

PS: 1.04 Gaps, deficiencies in current programming for custody/non-custody offenders:

The County's Gap Analysis, identifies programming gaps and outlines potential solutions. Key programming gaps include the: 1) A need for a comprehensive risk/need assessment for all inmates (sentenced and pretrial) in order to identify ideal curriculum of programs

and services; 2) the absence of intake-to-release case management and transition planning; 3) Insufficient linkages and transition of inmates to post-release services; 4) An incomplete array of In-Custody Programming, especially a shortage of Reintegration Programming, as well as gender responsive, domestic violence and family inclusive programming; 5) Few long-term programs to address needs of AB109 inmates; 6) Infrequent program sessions that limit program value to short-term inmates; 7) Limited information for inmates about available programs and services; 8) Few Spanish-language programs/Spanish speakers; and 9) Limited programming for inmates with moderate or serious mental illness.

PS: 1.05 Approach to determine the kind of programming to take place in new space:

Studies to determine what kind of programming is needed for San Mateo County jail inmates began in earnest with completion of the Detention and Facilities Needs Assessment, the SIP and Gap Analysis.

The next planning strategy was designed specifically to build on the data generated by the self-report inmate characteristic study contained in the needs assessment. Then, County officials investigated other correctional facilities and how they were meeting the programmatic needs of inmates. Fact-finding trips to jails all over the country helped guide the program planning process and inspired a number of new program concepts.

The needs assessment identified retail jobs as the occupation with the most job openings in the San Francisco Metropolitan area. The Inmate Retail Vocational Store will provide an opportunity for transitional inmates to learn basic retail skills and then apply them directly with the public, utilizing a retail “convenience” store environment. Complementing the in-store experience will be extensive “back of the house” classroom training that will teach

inmates the basics of retail profit structure, customer service, product ordering, employee hiring, and employee and customer safety.

The AB 109 Inmate Recreation Yard is a renovation project that will upgrade and re-configure an existing outdoor recreation area on the roof of the older section of MCF. It will emphasize fitness and the overall mental and physical being of longer term inmates. These needs are specifically called out in the SIP and Gap Analysis reports.

The proposed mental health beds are recommended a result of a number of reports and studies completed over the last few years that clearly highlight a pressing need for better programming space and enhanced program opportunities for mentally ill offenders.

PS: 1.06 Information and data supporting the need for program space:

San Mateo County inmates demonstrate significant needs for mental health and vocational programming that must be met if any improvements in recidivism rates are expected. A comparison of San Mateo female inmates with a profile of women inmates nationally was conducted as part of the needs assessment and highlights the exigency of inmates in San Mateo County's system. On average, San Mateo inmates report their mental health problems manifested by drug or alcohol problems as "severe"—at a rate nearly 60% higher than the national inmate jail population. In tandem with the statistics showing San Mateo County inmates suffer from a much higher unemployment rate than their national counterparts, a maelstrom of drug and alcohol abuse has melded with financial distress creating an inmate population that without additional programming space is simply not prepared to successfully reenter society after their release.

Data supporting the need for more programming space has also been gathered as part of the SIP and Gap Analysis.

PS: 1.07 Approach to alternatives to incarceration/managing jail population:

The least restrictive alternative to incarceration will be offered in the newly constructed retail vocational store. This program offers transitional inmates a distinct incentive to behave in the correctional setting. Studies show that vocational programs incentivize good behavior by providing inmates with a level of freedom and respect not otherwise available, making it an effective jail population management tool.

PS: 1.08 Describe programming need that could assist with population management:

The new mental health facilities and programming will provide a valuable inmate management tool for staff. Stabilizing and properly medicating mentally ill inmates in a more therapeutic environment will benefit inmate management in every housing pod. Having designated mental health program space will allow staff to house inmates in a more strategic fashion, offering a higher level of safety for all.

SCOPE OF WORK ENTIRE PROJECT

A: 2.01 Detail the full scope of work

The Scope of Work for the improvements is divided into four distinct programmatic areas; AB109 Inmate Recreation/Fitness Yard, Inmate Retail Vocational Store, Mental Health Critical Treatment Center (MHCTC) and the Mental Health Wellness Pod (MHWP). Also, seismic upgrades are included. A detailed project cost breakdown is attached as Appendix E. The following is a description of the demolition and design for each of the five projects:

AB 109 Inmate Recreation Yard

On the fourth floor of the Old Maguire Correctional Facility is an outdoor recreation yard. This area has a secure mesh defining the perimeter of the outdoor recreation. The renovation of this area will upgrade the flooring and provide a recreational area specifically for the mental health and AB 109 inmate populations.

The proposed renovation is 3,405 square feet. All structural elements, sub-floor, secure walls, doors, secure mesh and supporting structure, and outdoor lighting existing will remain. The finished floor, currently in disrepair, will be stripped and removed.

A resilient, non-porous flooring will be provided. The flooring will be conducive to walking, running, stretching, yoga, and light physical activities. No striping and/or marking designating specific areas is required for the finish floor. The proposed design includes an area for body-weight exercises, such as pull-ups, dips, sit-ups, and rowing machines. A majority of the floor will be free for a planned activity, such as yoga, or individual activity. The proposed design includes a drinking fountain to be installed along the west wall. Patch and repair existing wall as required. There are no proposed beds in this area of renovation.

Inmate Retail Vocational Store

On the first floor of the Maguire Correctional Facility is a Child Care Facility. It has an exterior door to the outside and internal access from within the facility. This is the proposed location for the Inmate Retail Vocational Store.

The proposed renovation is 683 square feet on the interior and approximately 500 square feet on the exterior. All structural elements, sub-floor and mechanical chases shall remain. All floor finishes, interior walls, doors, fixed and moveable furniture, casework, ceilings,

light fixtures, restroom, and plumbing fixtures shall be removed from this area. Two sections of the exterior wall shall be removed. Outside, a portion of the landscaping and sidewalk shall be removed to accommodate the planned construction.

The proposed design includes a retail area, staff support/clerk counter and a staff restroom. Within the retail space there is a beverage counter for soft drinks and/or coffee. There is an open front cooler with prepared sandwiches and salads. A separate cooler for drink bottles is provided. Space for food preparation is not required.

A Storage Room with shelving and a cooler shall be provided for overstocked items and supplies. The inmate worker is responsible for stocking items in the retail store. A workstation with a computer terminal shall be provided in this room for the Staff Manager.

Two types of shelving will be provided. Along the exterior wall, there will be a 7'-0" high shelving system to display items. In the center of the retail space will be 4'-0" high shelving units with shelves or opportunities for display on all four sides. The two different types of shelving units offer variety and maintain visibility throughout the entire store. The retail counter will have a view of shelving, stocked items, beverage stations, and front entrance.

The quality of finishes should reflect those of a retail store. The floor will be a porcelain tile or similar quality. The ceiling and light fixtures will be a commercial grade. The walls should have a mixture of high quality materials, such as wood veneer and/or ceramic tile. The woodwork for all casework, shelving, and countertops will be AWI premium grade.

On the north and west exterior wall, an aluminum storefront system will be provided. This will provide ample natural light into the retail store. On the west wall, the storefront system includes the entry door and glazing. An L-shape awning wrapping around the north

and west facade will define the space of the retail store from the outside as well as provide protection from weather at the front entrance. In addition, exterior signage will be provided. Landscaping along the perimeter of the Retail Store will match to surrounding plants and planters and provide pavers and/or sidewalk to the front entrance. To the north of the retail store, there is a small outdoor area to provide a place for visitors and patrons to sit after they patronize the store. There are no proposed beds in this area of renovation.

Mental Health Critical Treatment Center (MHCTC)

The Mental Health Critical Treatment Center (MHCTC) is located on of the Second Floor of the MCF. This area was designed and constructed to house acute mental health inmates. It is not currently operational and does not comply with current operating standards.

The design for the MHCTC is to house acute mentally ill, classified as Level 1 inmates. This area is for highly disruptive inmates who need intensive supervision and monitoring. Within this area, there are cells for observation, suicide watch, hospital beds and single cells. Providing a program/group room adjacent to the dayroom is a necessary component to work with Level 1 inmates on an individual or group basis.

The proposed renovation is 3,847 square feet. All structural elements, sub-floor and mechanical chases will remain. All floor finishes, interior walls, doors, sliders, fixed and moveable furniture, casework, ceilings, security plank ceilings, light fixtures and plumbing fixtures will be removed from this area.

The proposed design includes a total of eight cells, two safety cells and two sub-dayrooms, one for men and one for women. There will be sight and sound separation in between the two sub-dayrooms and the officer station and clinical workstation will provide a clear line

of sight into each sub-dayroom. The Male Sub-Dayroom includes five cells. Two will be Inmate-Patient cells equipped with a hospital bed, 3'-0" clearance around three sides of the bed, ADA combi-unit, and a 3'-6" wide door. One cell is an observation cell. This room is padded with a fixed bed and should comply with regulations stated in Title 24. The remaining two cells are single cells with a bed and combi-unit.

The Female Sub-Dayroom includes three cells; one Inmate-Patient cell with a hospital bed, one Observation cell, and one single cell. There is an adjacent small group room as well.

The Dayroom for each area has a fixed stainless steel table for activities and dining. Along the walls of the Dayroom are handrails. All tables and chairs are fixed and ADA accessible.

Each Sub-Dayroom shall have access to a Group Room. This is a room along the exterior wall with natural light used to conduct small groups, individual counseling, or programmed activities. In the Male Sub-Dayroom, the Group Room shall have interior secure glazing.

The two safety cells will be centrally located but slightly removed from the Dayrooms. Both safety cells will comply with Title 24 requirements and have firmly bonded padding to all surfaces without any exposed seams.

The space will provide two distinct storage rooms; one for clean linen storage and one for soiled linen storage. A separate storage room will also be provided for the mobile video visitation unit.

All walls in the MHCTC will be secure CMU or a truss-wall system, fully grouted. It will also provide steel faced concrete block walls for the embedded bed and desk. The flooring will be a seamless linoleum and/or marmoleum product with integral base. The ceiling in the cells will be secure perforated metal plank with detention-grade light fixtures at 8'-0"

above finished floor. All cells will have security detention hollow metal doors with glazing at the upper and lower panels, 8" security locks, and food passes.

In the Dayroom, Group Room, and Staff areas, the ceiling will be high impact gypsum board with security mesh and glue-on acoustical ceiling tiles at a height of 10'-0" AFF. Ceilings in the storage rooms and janitor's closets will be high impact gypsum board.

All casework in the staff areas will be AWI custom grade. Stainless steel fixtures and furniture in the Dayroom will also be provided. Showers will be seamless epoxy with prime coat with a detention-grade seat, breakaway curtain and towel hook.

Building services, HVAC ductwork, piping, electrical wiring, security wiring, will be new and compatible with existing equipment. Cameras will be provided in every cell, the Dayrooms, and Group Rooms and duress button at the officer's station. Refer to Appendix F to see floor layout, dimensions and design.

Mental Health Wellness Pod (MHWP)

The Mental Health Wellness Pod (MHWP) proposed location is the second floor of old MCF. Currently, this floor serves two housing pods for a total of 80 beds. The renovation of this floor will serve the step-down mentally ill, or Level 2 and Level 3, inmates. These inmates require more supervision and program spaces than a typical housing unit affords.

The proposed renovation is 8,585 square feet. All structural elements, sub-floor and mechanical chases will remain. All floor finishes, interior walls, doors, sliders, fixed and moveable furniture, casework, ceilings, security plank ceilings, light fixtures and plumbing fixtures will be removed from this area.

The proposed design includes a total of thirty-six 36 beds with three sub-dayrooms. There is a Level 2 Sub-dayroom Housing Pod, a Level 3 Sub-dayroom Housing Pod, and a Swing Housing Pod that could serve either Level 2 or Level 3 inmates. Having three sub-dayrooms provides flexibility for the correctional staff to manage the population. The officer station and a clinical workstation for two staff members will be centrally located.

In the Level 2 Housing Pod and the Level 2 and 3 Swing Housing Pod, all cells will have two beds, on the flat (not bunked). Placing both beds on the flat requires more square footage than a bunked cell, however, this is more appropriate for this classification of inmates. The cells in the Level 3 Housing Pod are four bed cells, or two bunk-beds. The inmates classified in Level 3 are the most normative of the mental health inmates, therefore, the qualities in the dayroom and cells should be more normative and similar to typical Housing Pods at the Maguire Correctional Facility. All four-bed cells will have a separate toilet and sink.

The Dayroom for each area has a fixed stainless steel tables (ADA accessible) for activities and dining. Detention-grade moveable chairs will be provided adjacent to the television (mounted on a swing arm). Video Visitation units are located in the Dayroom. The construction of the video units will have side panels for privacy. A beverage station with a sink and insta-hot stainless steel countertop top is included in the Dayroom.

Each Sub-Dayroom/Housing Pod will have access to a Group Room. These rooms will have interior secure glazing (polycarbonate) for sight lines with a sill height at 4'-0" above finish floor (AFF) and a head height of 10'-0" AFF.

At least one Attorney/Client Non-Contact Visitation Room will be provided. The Attorney will have access from the public elevator located on the west of the floor. A counter, fixed chair, speak-thru frame, and a video visitation terminal on the inmate side are included.

All walls in the MHWP will be secure CMU or a truss-wall system, fully grouted. Steel faced concrete block walls for the embedded bed and desk embed will be provided. The flooring will be a seamless linoleum and/or marmoleum product with integral base. Carpet islands will be provided in a portion of the dayroom with furniture. The main circulation paths will remain linoleum. The ceiling in the cells will be secure perforated metal plank with detention-grade light fixtures at 8'-0" AFF. In the Dayroom, Group Room, and Staff areas, the ceiling will be high impact gypsum board with security mesh and glue-on acoustical ceiling tiles. Ceilings in storage rooms and janitor's closets will be high impact gypsum.

All casework in the staff areas will be AWI custom grade. Stainless steel fixtures and furniture in the Dayroom will be provided. Showers will be seamless epoxy with prime coat and a detention-grade seat, breakaway curtain and towel hook.

Building services, HVAC ductwork, piping, electrical wiring, security wiring, will be new and compatible with existing equipment. A camera will be included in every cell and in the Dayrooms, Group Rooms Interview Rooms, and Attorney/Client Non-Contact Visitation Booth. A duress button at the officer's station and clinical workstations will be provided as will a camera call-up at the entry door to the MHWP.

A secure glazed wall (polycarbonate) will separate the three Sub-Dayrooms from each other and the centralized officer station. The sill height will be 4'-0" AFF and head height at

10'-0" AFF. In between the Level 3 Sub-Dayroom Housing Pod and the Level 2/3 Swing Housing Pod, the glazing will be obscured for privacy and to limit disruptions.

On the eastern facade, insulated secure glazing within the existing exterior pre-cast panel will be included. The design intent is to maximize the natural daylight entering in the dayroom. Refer to Appendix G for floor layout, dimensions and design.

Seismic Upgrades/Retrofits

The County contracted with the Crosby Group, a licensed structural engineering firm, to provide a cost estimate and construction details for required seismic upgrades to MCF. They evaluated the building based on ASCE 31-03 requirements. They noted the following deficiencies: 1) The drift of the steel moment frame is over the life safety limit. 2) Vertical discontinuity is present above the 4th floor where the lateral resisting frames are not continuous to the ground. 3) Redundancy is not realized about the 4th floor since the number of lateral resisting frames is reduced. 4) Some steel beams do not have seismic compact section.

A solution to the seismic deficiencies was outlined by the Crosby Group that includes adding braced frames/dampers along the building exterior lines on all four sides from the foundation to the roof level and additional foundation work on the new braced frame. They estimated the costs at \$5.1 million dollars.

SCOPE OF WORK RELATED TO BED CONSTRUCTION

B: 2.01 Planning process that resulted in the bed construction scope of work:

Utilizing data, concepts and conclusions drawn from the SIP, Gap Analysis and system wide needs assessment, the Sheriff contracted with CGL consultants and architects to prepare project cost estimates and conceptual drawings, some of which are included in this application (Appendices F and G). Further, the Sheriff's Jail Planning Unit (JPU) has been tasked with oversight of the project. An organizational chart is attached (Appendix D).

B: 2.02 Relationship between stated needs and the planned construction:

To ensure that the planned MCF improvements will fit exactly with the needs of the County described in the needs assessment, the Sheriff will commission a Pre-Architectural Program Report (PAPR) to be written in the first quarter of 2014. This report will detail all functional and operational facets of the MCF improvements and renovations. Finally, a third even more detailed narrative will be developed to substantiate the findings of both the original PAPR and the foundational needs assessment. The eventual project architect will complete a comprehensive report that bridges information and assumptions found in the first two reports, ensuring the MCF improvements are "right sized" in all aspects.

B: 2.03 Anticipated beneficial outcomes of the new bed construction:

All three levels of mental health services will help to improve outcomes for those mentally ill inmates housed in the newly renovated areas. Level 1 mental health care as described in this application will be particularly impactful because it will allow for staff to force medicate severely mentally ill inmates. Without that ability today, inmates who refuse psychotropic drugs, as an example, become serious inmate management problems and

negatively impact jail operations at almost every level. Statistics provided by the Sheriff's Corrections Division show a dramatic increase in inmate on staff assaults. Since the start of Realignment, the monthly average of inmate on staff assaults has increased from 3 per month to 15 per month. Incident reports from the jails show many of these assaults are committed by inmates diagnosed with mental disorders.

B: 2.04 Staffing that will be required to operate new construction:

The Inmate Retail Vocational Store will require 2 part time retail operations consultants to supervise the vocational inmates and provide training in all aspects of retail operation. The AB 109 Inmate Rec Yard will not require any new staffing and the MHWP and the MHCTC will not require additional sworn personnel.

Both the MHWP and the MHCTC will require additional mental health care professionals to provide both treatment and programming to the inmates. The MHCTC will need a certified physician available to assess and assist with medical decisions such as forced medications. Additionally, five other mental health clinicians will need to be in place, with at least one on duty 24 hours a day, 365 days a year. Mental health staffing for the MHWP will be less intense and will focus on programming as well as mental health treatment. While some volunteer opportunities will present themselves, four additional full time mental health psychologists and psychiatrists will be added to current mental health staff.

SCOPE OF WORK RELATED TO PROGRAM SPACE CONSTRUCTION

PS: 2.01 Planning process used to develop the design of program space construction:

Drawing upon information and conclusions reached in the needs assessment, SIP, and Gap Analysis, the planning and preliminary design for the mental health, vocational and

recreational/fitness program spaces has relied upon empirical data generated by these reports and some data prepared by Sheriff's staff. Additionally, self-reported characteristics provided by inmates in the needs assessment were taken into consideration. The planning process for programming space ran in parallel with the planning for bed space.

PS: 2.02 Relationship between stated needs and the program space construction:

Design and functional features of all the program space has been carefully crafted to make sure programming can be conducted in an environment that compliments evidence based programs. The County has also, in the past, consulted with gender responsive expert Barbara Owens who advised the County on issues relating to program space construction and the important role space design plays in successful outcomes for EBP's. These elements are reflected in our plans.

All of the planned program space is tailored to ameliorate a significant lack of mental health programs being offered in San Mateo County jails. In particular, the space is configured to better assist female inmates who will benefit from care they will receive in MHCTC, vastly improving their current service levels at WCC.

PS: 2.03 Features of program space construction that make it suitable for programs:

The guiding principles for program space design are spacial and functional connectivity between program space and inmate mental health housing. Establishing comfortable programming environments in their housing domains will increase inmate program participation and commitment. Constructing space that is suitable for mental health programs and services relates not only to proximity, but also to provision of appropriate

furnishing and to ensure a meaningful experience, one that will encourage further participation from the inmate. To that end, the Jail Planning staff in conjunction with CGL consultants are preparing an F and E package that includes computers, video monitors, teaching curriculum and collateral materials that are up to date, relevant and rely on EBP principles relating to the unique modality of mental health service provision. The Sheriff's Office will consult with experts in EBP programming to ensure that congruous and impactful materials compliment the programming space construction. Appendices F and G show the new mental health facilities (MHCTC and MHWP) in preliminary drawings and space configurations.

PS: 2.04 Plans to implement and operate programs in the space:

As part of the planning process for the MCF renovations and the now under construction MSCC, the Sheriff created the Jail Programming Subcommittee (JPS). Their first goal was to review all current inmate programs and services offered at San Mateo County Jails and then provide recommendations for enhancements, modifications and additions to programs and services delivered to San Mateo County inmate populations.

The JPC recommendations are and will be based on these six guiding values: Accountability, Integrity, Utility, Cultural Competency, Continuous Learning, and Strengths Based.

PS: 2.05 Anticipated beneficial outcomes of new program space construction:

The proposed mental health renovations proposed in this application will finally create a therapeutic environment for mental health care in San Mateo County jails. Strengthening mental health, vocational and recreational/fitness program opportunities for inmates will improve outcomes for the offender population. The original needs assessment pointed to a

potential 15% drop in San Mateo County's recidivism rate (currently at 68%) should a more robust programming regimen be installed. This equates to a potential drop in the ADP of approximately 35-40 inmates per day, saving 13,000 inmate bed days a year.

OFFENDER MANAGEMENT AND PROGRAMMING RELATED TO THE BEDS

B: 3.01 How construction will address the county's offender management goals:

In its Local Implementation Plan (LIP), San Mateo County identified three major realignment priorities; 1) protecting public safety through appropriate custody, supervision, and law enforcement activities; 2) creating opportunities for rehabilitation and recovery; 3) and providing case management, substance abuse, mental health, vocational and housing support services. Reducing recidivism among the realigned inmate population and expanding both the breadth and depth of inmate mental health programming options were specifically identified as major goals in the LIP.

Preliminary conceptual designs for the MCF renovations commenced shortly after the LIP was developed. As a result, careful attention was afforded to the Realignment goals set by the CCP and articulated in the subsequent LIP. Design features for both mental health facilities and adjacent programmatic areas were included in the design to specifically address the County's realignment goals while assisting corrections staff with inmate management. They include a 3600 square foot roof top recreational area designed specifically for AB 109 inmates that compliments the standard centralized outdoor recreation yards found on every housing pod and a new retail vocational opportunity that reflects the long standing inmate management goal of a more engaged inmate population.

These types of activity based programs are currently underutilized in our jails and have proven to be an effective inmate management tool in many other correctional settings.

B: 3.02 How bed construction aligns with Community Corrections Partnership:

The County's Local Implementation Plan clearly emphasizes the need to reduce recidivism utilizing a series of integrated evidence based programs, including a much more robust mental health curriculum. Local CBO's, the Probation Department, the courts, local law enforcement agencies, the District Attorney and even the Private Defender's Office have all supported the need for mental health beds in San Mateo County jails. Additionally, all of these stakeholders participated in workshops that provided them with an opportunity for input on the design features of the new spaces. Without additional and more functional mental health beds, all criminal justice stakeholders are justifiably concerned critical mental health programming will continue to be insufficient, diminishing inmates' chances for success.

B: 3.03 Describe use of offender assessments to address jail population management:

San Mateo County currently assesses inmates when they are booked into our criminal justice system using a few different assessment tools, including a quick screen CAIS analysis, an immediate mental health and medical screening and a risk classification review. While these assessments do provide baseline information which assists jail staff in making a few preliminary housing and services need decisions, the Sheriff recognizes the need for better tools to evaluate inmates and their needs. Thus, the Sheriff is in the process of implementing a full validated needs assessment for sentenced inmates, incorporating Correctional Health Services' behavioral health screenings for all inmates such as the ASI, BAI, and BDI II, and utilizing case managers and MDT's to develop individualized plans.

This detail will allow for the housing inmates in pods that offer the programs they need most.

B: 3.04 Describe planned construction in relation to the expected need for future beds:

The addition of 46 new mental health beds recommended in this application is the result of numerous studies including the needs assessment, CCP LIP, SIP and Gap Analysis conducted by the Sheriff's Office and outside consultants. These reports, among other things, considered past mental health outcomes for inmates, realignment impacts and expected improved outcomes for mentally ill inmates as a result of improved mental health facilities and programming opportunities to arrive at the 46 bed count. It is anticipated that these beds will satisfy the in custody mental health bed needs of the County for the foreseeable future.

OFFENDER PROGRAM/MANAGEMENT RELATED TO THE PROGRAM SPACE

PS: 3.01 How program space construction addresses offender management goals:

The new mental health facilities are designed to work in concert to create a step-down continuum of mental health care for the inmates. Inmates with the most severe symptoms will be treated in a highly secure, but therapeutic environment (MHCTC) as these inmates require intensive treatment and are generally disruptive to staff and operations of the housing pods. Removing them from the general inmate population will improve the overall ability of staff to manage the inmate population. When an inmate begins to stabilize and improve, they will be moved to the MHWP. There, they will move seamlessly from the portion of the MHWP designed to offer longer term treatment and programming to the

transitional area of the MHWP where they will be able re-assimilate into a general population housing pod.

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

The County's CCP LIP seeks to reduce recidivism and ensure public safety by coordinating services and supervision, both during and after incarceration. The approach emphasizes the use of multidisciplinary teams (MDT's) to engage mentally ill offenders *as early as possible* and ensure that supervision and services are complementary.

San Mateo's LIP makes a number of recommendations on how to improve services and programming to inmates, including: Developing a clear protocol for educating all stakeholders (including inmates) about the complexities of the reentry process, providing space for more mental health treatment services, and maintaining close contact with other criminal justice stakeholders (i.e. Probation).

These principles have all been carefully crafted into the preliminary design of the mental health spaces. Space configurations emphasize interaction between inmates and service providers. Program space plans include specific recreational needs of longer term realigned inmates and a major expansion of available mental health programs, along with a new retail vocational opportunity, all aligning with the LIP.

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

Current programming outlined in section PS 1.02 and detailed in Appendix C, will continue to be offered to mentally ill offenders utilizing the new program space. The Sheriff's Office will also mandate that all inmate programming provided in the proposed new spaces utilize EBP's in their curriculum or treatment models.



VIEW
SMCSO
PROGRAM
VIDEO



TRANSITIONING
ANIMALS INTO
LOVING
SITUATIONS
(TAILS)

PS: 3.04 How the program space will foster a quality and seamless reentry process:

Best practice findings show cross-departmental collaboration and multi-disciplinary teams are necessary to guide the process of reentry for inmates successfully into their community. The step-down continuum of care philosophy described in section PS: 3.01 that incorporates carefully designed program space to cater to specific levels and severities of mental illness offers the best hope for a successful reentry process.

PS: 3.05 Collaborative partnerships within program space for reentry continuity:

San Mateo County will expand full service partnerships with local CBO's as part of the programming components in the new program space in MCF, particularly in the areas of alcohol, drug and mental illness treatment and homelessness services. Evidence based full service partnerships operated by Telecare, Caminar, Mateo Lodge and Edgewood are possible partnerships that could be expanded within the new program space.

The County will also expand its partnerships with the Service League of San Mateo County, a non-profit agency that develops, coordinates, and delivers in-custody programs, reentry services, and other activities within the County's jails, and Service Connect, the County's own new and innovative re-entry focused program. A collaborative inter-agency effort spearheaded by the County's Human Services Agency, Service Connect provides a myriad of re-entry services to released and soon to be released inmates. Working in tandem with



ACHIEVE 180 staff, Service Connect seamlessly guides released inmates through the various programs in the County designed to assist offenders at the time of their release. The California State Association of Counties recently recognized Service Connect as an example of “Smart Justice” and produced a video that explains the program (see video).

VIEW
SERVICE
CONNECT
VIDEO



SMC
SERVICE
CONNECT

PS 3.06 Sources of financial support accessed to aid program delivery:

San Mateo County will be using a combination of County General Funds, Proposition 172 and public safety realignment funding to provide program funding. The Sheriff's Office will also be working with County health and human services staff to access all available state and federal funding sources for eligible inmates. These sources include Medi-Cal and coverage through Covered California, for both eligible sentenced and pre-trial inmates.

PS 3.07 Offender assessments and the process used to determine programming:

In January 2013, the Sheriff commissioned a report entitled “Jail Based Services and Reentry Programming Strategic Implementation Plan,” which was completed by Resource Development Associates (RDA). It lays out a meticulous framework for exactly how San Mateo County will determine which assessments will be utilized and which programming will be offered in all San Mateo County correctional facilities. The Sheriff recognizes the most effective jail programs are those that are part of a broad array of program types with

the capacity to address the diverse needs of inmates both in custody and upon release. The strategies to improve jail-based services and programming consist of five domains: 1) Intake; 2) Classification Security Risk/Service Needs Assessment; 3) Case Management; 4) In-Custody Programming; and 5) Continuity of Care and Transition.

Each domain takes into account the relative sequence of steps in processing individuals as they are brought into San Mateo County Jail custody. These strategies provide a comprehensive framework for how SMCSO can move forward with improving current jail programs and develop new programs for use in the new mental health spaces.

Appendix H is a Jail-Based Services Strategy Process Flow Map that illustrates these strategies and incorporates them into a logical and systematic implementation model.

PS: 3.08 Approach to the principles and objectives of evidence based programming:

The County's LIP details twelve main strategies designed to maximize the resources available to reduce recidivism and accomplish goals associated with AB 109, using Evidence Based Programming as the guiding principle. To be successful, EBP's have been incorporated into all 12 strategies: #1: Supervising individuals upon release; #2: Providing post release services to high and moderate risk supervisees; #3: Organizing multidisciplinary teams to ensure that health and social services provided are tied to recovery and rehabilitation; #4: Organizing presentencing multidisciplinary reviews to provide information to the Court in making appropriate sentencing decisions; #5: Preparing locally incarcerated individuals for successful reentry; #6: Placing and supervising inmates in custody alternatives, as appropriate within statutory guidelines; #7: Developing an integrated countywide data management system; #8: Increasing



collaboration across county and city agencies and with community based providers by sharing appropriate and timely information; #9: Increasing collaboration with cities to avoid duplication of efforts and maximize services and resources; #10: Supporting the capacity of community based providers to serve the realigned population through funding opportunities. #11: Building upon the competence of the current and future community corrections workforce and direct service providers; and #12: Assessing plan effectiveness through regular outcome reporting and a comprehensive impact evaluation, and make changes where appropriate.

In addition to adopting clearly defined strategies, San Mateo County has implemented quantifiable outcome measures for the purpose of evaluating the success of our AB109 initiatives. These measures include in part:

A) Supervision and Services:

% of supervisees and locally sentenced 1170(h) inmates receiving assessments; % of assessment results that were reviewed by multi-disciplinary teams; Caseload of probation officers, by level of supervisees' risk; % of supervisees receiving direct services, by type of service; % of inmates going through reentry planning; Costs per services recipient; costs per services provided; and % of contracted service providers using evidence-based practices.

B) Training Impacts:

Number, topic, and dates of discipline-specific staff trainings; Number, topic, and dates of cross-department staff trainings; Percentage of staff applying what they learned in their jobs in 3 months.

C) Outcome Measures- How did outcomes improve?

% of PRCS individuals successfully completing supervision in 6 months; % of 1170(h) MS offenders completing supervision within court-ordered timeframe; % of PRCS individuals revoked to custody; % of 1170(h) mandatory supervisees revoked to custody; % of released individuals rearrested; % of released individuals returned to custody for a revocation; % of released individuals convicted of a new offense; % of custody alternative participants rearrested; % of custody alternative participants rebooked into the jail; % of custody alternative participants returned to custody for a revocation; % of custody alternative participants convicted of a new offense; % supervisees successfully completing mental health or substance use treatment; % of supervisees who experienced reductions in their mental health symptoms; % of supervisees who experienced reductions in their alcohol and other drug use; % of supervisees retaining jobs after 3, 6, 9 months; % of supervisees in stable housing after 6 months; Arrests for three years following release, including offense description and date; Subsequent criminal adjudications/convictions for three years following release; Probation/parole violations; Warrants or remands; New open charges.

The implementation logic model attached as Appendix I was approved as part of the County's LIP. It shows the processes involved at the system-wide management level as well as on the individual intervention level. The model also connects these processes to short-term, intermediate, and long term outcomes which result as a product of the LIP and the execution of its processes.



PS: 3.09 Staff qualifications necessary to present the planned programming:

Drug and alcohol rehabilitation and the associated assessments will require minimum training for some (i.e. those conducting assessments or case management), with those engaged in counseling inmates and their families requiring formal training, and in many cases, advanced degrees or specific germane course completions. The intensive mental health programs will require certified mental health staff including doctors, doctors' assistants, nurses, psychiatrists, psychologists and other specially trained personnel. Vocational staff will be selected, as they are today, with practical, relevant and successful experience in mind.

CBO staff and volunteers will be vetted to ensure their compatibility with the jail environment. A delicate balance between a commitment to inmate well-being and a realistic outlook on offender behavior both in and out of custody must be achieved.

PS: 3.10 Target population and estimated numbers of individuals to be served:

The target populations for the new program spaces will be mentally ill and AB 109 inmates. Expansion of space will result in increases in program participation numbers in various programs from 20% to as high as 300%. The following chart shows major program participation data from FY 12-13 and projections for FY 17-18 when the new spaces are scheduled to open:

Program	Measure	FY12 Actual	FY12 Projected	% Attained	FY17 Projected
Choices	# Participants	1,078	1,375	78%	2,435
Mental Health	Intake	2,670	2,552	105%	4,204
	Case Management	1,057	764	138%	2,586
	Psych Meds Visits	1,617	1,319	123%	2,940
	Crisis Intervention	220	131	168%	1,100

	Assessment	4,724	4,252	111%	7,086
	Indiv. Counseling	516	220	235%	2,012
	Group Counseling	220	220	100%	640
	Total MH Services	11,024	9,457	117%	23,003
Inmate Education	Assessment	166	150	111%	332
	Instruction	113	100	113%	339
	GED Starts	74	40	185%	148
	GED Passes	54	30	180%	108
	GED Tests Given	364	200	182%	728
Service League	# inmate served	10,000	10,000	100%	12,000
	# volunteer hours provided	30,000	33,000	91%	36,000
Retail Vocational	Hands on, classroom	0	0	0	372

ADMINISTRATIVE WORK PLAN

4.01 Describe the plan for project management and administration:

The Sheriff's Office has taken the lead in all aspects of planning, management and administration of the MCF renovation project. Project administration duties fall to the Sheriff, Undersheriff and Assistant Sheriff. Day to day oversight responsibilities are assigned to the Jail Planning Unit which includes a Lieutenant, Sergeant, project manager, two management analysts and a sworn transition team consisting of four correctional officers and a deputy sheriff. As the Budget Summary Table in the SB 1022 Proposal Form indicates, a number of other County staff including County Counsel and Public Works staff will assist the Sheriff's Office in both management and administration. Please refer to Appendix D for both the project organizational chart.

4.02 Current state of the county's planning process:

CGL architects have been contracted to provide cost estimates, space planning and architectural design. An RFP for complete architectural services will be issued immediately

after the State Public Works Board establishes this as a project. A project construction manager RFP will then be issued while architectural designs are finalized.

4.03 County's readiness to proceed with project:

Beginning with the completion of the system wide needs assessment, San Mateo County has already completed a few project milestones including engaging the Jail Planning Unit in project oversight, environmental clearances and a preliminary architectural team under contract. All CEQA requirements have been met and all related statute of limitations have expired without challenges. The San Mateo County Board of Supervisors, by resolution, has set aside up to \$4,000,000 of Capital Projects funds for local match, satisfying the 10% County cash/In-kind match requirement in SB 1022. All four funding preferences included in SB 1022 have been satisfied and are certified and attested to in the Board resolution.

4.04 Construction project timeline:

Demolition will begin in December 2016. The project will be completed in October of 2018. A complete construction schedule is included as Appendix J.

BUDGET REVIEW AND REASONABLENESS

5.01 Justify the amount of state financing requested for construction:

The dollars being requested from the State represents 89.90% of the total project cost, slightly under the maximum 90% State reimbursable amount. San Mateo County will be making a significant investment in future employee salaries and benefits to ensure these new facilities represent a reasonable "return on investment" by improving outcomes for offenders and as a result, reduce recidivism. Long term prospects for reduced jail bed days and a more manageable jail population are greatly improved by these new facilities.



5.02 Anticipated benefits/impact of construction in relation to construction costs:

Construction design and the resulting per square foot costs have been developed in part with the goal of reducing long term staffing costs, which represent over 90% of total project costs over the life of the facility. Each new staff position required within the new spaces has been analyzed thoroughly, taking into consideration its relevance and necessity to the safety of inmates and staff and the provision of programming.

5.03 Steps that the county has taken to minimize costs of the project:

With commencement of project design in mid-2013, the Jail Planning Unit instituted a "Make the List" exercise. All members of the project team, including the JPU, its consultants and design team members have been focused on value engineering from the very start. The Make the List program encourages identifying value engineering ideas on a master list that can be shared by everyone on the project.

Another cost saving strategy involves the future retention of a "User Liaison". A local private sector construction management/development firm will be hired, providing private sector perspectives to the Sheriff's Office to maximize cost saving opportunities.

5.04 Efforts to leverage other sources of funds for program delivery:

In addition to working with County health and human services staff to secure state and federal health care funding for all eligible pre-trial and sentenced inmates as outlined in section P:3.06, County staff will continue to assist reentry inmates to qualify for either CalWORKs or CalFresh benefits, where applicable. It will also work to secure continued federal grant funding as it did when it secured a Second Chance Act Reentry Demonstration Grant in 2009.

5.05 Detail the cost effectiveness of project, including population management:

In addition to the aforementioned on going value engineering, a number of strategies have been employed by the preliminary design team to create not only construction savings, but long term operational cost economies. For example, mental health housing pod designs that allow for proficient inmate to deputy ratios. As a part of the decision making process in the design phase of the new MCF programming spaces and mental health beds, the Sheriff's Office employed the often used business metric of "Return on Investment" (ROI) when deciding how limited construction dollars would be used. It was determined that constructing mental health beds and program spaces promised the best ROI for the County. Savings include reduced hard jail bed needs through recidivism rate improvements, healthier inmates resulting in lower medical and mental health treatment costs, less exposure to litigation, shorter lengths of stay and fewer inmate disciplinary problems that potentially can reduce inmate on staff assaults. Additionally, the County will no longer need to spend up to \$1 million dollars a year housing severely mentally ill inmates in a neighboring county.

SMSO Corrections Division
Average Daily Population & Bookings

APPENDIX A

Fiscal Year 2006/07

Month	ADP	Bookings
Jul-06	1,111	1,564
Aug-06	1,144	1,683
Sep-06	1,151	1,537
Oct-06	1,144	1,634
Nov-06	1,140	1,603
Dec-06	1,093	1,655
Jan-07	1,159	1,580
Feb-07	1,202	1,514
Mar-07	1,203	1,752
Apr-07	1,200	1,544
May-07	1,208	1,606
Jun-07	1,252	1,600
FY 06/07 ADP	1,167	19,272

Fiscal Year 2007/08

Month	ADP	Bookings
Jul-07	1,270	1,577
Aug-07	1,244	1,626
Sep-07	1,239	1,585
Oct-07	1,161	1,526
Nov-07	1,137	1,469
Dec-07	1,107	1,556
Jan-08	1,084	1,521
Feb-08	1,096	1,525
Mar-08	1,131	1,647
Apr-08	1,152	1,582
May-08	1,157	1,741
Jun-08	1,155	1,544
FY 07/08 ADP	1,161	18,899

Fiscal Year 2008/09

Month	ADP	Bookings
Jul-08	1,140	1,571
Aug-08	1,136	1,780
Sep-08	1,106	1,586
Oct-08	1,090	1,649
Nov-08	1,111	1,541
Dec-08	1,123	1,512
Jan-09	1,143	1,529
Feb-09	1,157	1,299
Mar-09	1,125	1,489
Apr-09	1,142	1,439
May-09	1,149	1,522
Jun-09	1,119	1,481
FY 08/09 ADP	1,128	18,398

Fiscal Year 2009/10

Month	ADP	Bookings
Jul-09	1,136	1,531
Aug-09	1,079	1,445
Sep-09	1,075	1,409
Oct-09	1,062	1,315
Nov-09	1,058	1,304
Dec-09	1,024	1,360
Jan-10	1,046	1,385
Feb-10	1,023	1,266
Mar-10	1,049	1,352
Apr-10	1,059	1,314
May-10	1,103	1,591
Jun-10	1,066	1,316
FY 09/10 ADP	1,065	16,588

Fiscal Year 2010/11

Month	ADP	Bookings
Jul-10	1,009	1,394
Aug-10	1,002	1,435
Sep-10	1,024	1,344
Oct-10	1,035	1,362
Nov-10	1,028	1,222
Dec-10	1,009	1,325
Jan-11	1,001	1,282
Feb-11	994	1,162
Mar-11	995	1,309
Apr-11	989	1,355
May-11	981	1,233
Jun-11	997	1,260
FY 10/11 ADP	1,005	15,683

Fiscal Year 2011/12

Month	ADP	Bookings
Jul-11	992	1,321
Aug-11	989	1,357
Sep-11	979	1,273
Oct-11	969	1,218
Nov-11	949	1,158
Dec-11	913	1,203
Jan-12	943	1,229
Feb-12	974	1,293
Mar-12	992	1,318
Apr-12	999	1,280
May-12	994	1,336
Jun-12	1,038	1,436
FY 11/12 ADP	978	15,422

PC 1170(h): 43 cases

	Current Month (Aug 2013)	Prior Month (Jul 2013)	2nd Year Total (Oct '12-Sep '13)	1st Year Total (Oct '11-Sep '12)
Number of sentenced cases	43	30	329	220
Total days to be served	6,715	4,002	54,170	34,773
Non-PC1170 total days to be served	8,536	9,797	99,334	65,649*
Percent increase in sentenced days due to PC1170	79%	41%	55%	53%*

* Figures marked by asterisk do not include days served by self-surrenders entering custody

43 inmates (37 men, 6 women) were sentenced to the County jail under PC 1170(h) during August. After credits, these inmates are expected to serve a total of 6,715 days, or on average 156 days each (see the chart below for the distribution of sentence lengths). 16 of these inmates have split sentences.

For comparison, 112 persons were sentenced to terms in the San Mateo County jail exclusive of the PC 1170(h) cases, and 107 self-surrendered to begin their terms during the month. After credits, these inmates are expected to serve a total of 8,536 days, or on average 39 days each.

Post-Release Community Supervision: 26 cases

There were 26 local PRCS bookings in August. PRCS inmates were in custody 1,042 days this month. Cumulatively there have been 277 PRCS bookings since October 2012 totaling 9,585 days in custody. The average time in custody is 35 days.

* Note: PRCS inmates receiving a new sentence under PC1170(h) are counted in the PC1170(h) section above

Parole Revocation: 6 cases

There were 6 parole revocation hearings in August. 6 inmates were given revocation sentences and are expected to serve a total of 245 revocation days in custody, or on average 41 days each. The cumulative total of revocation hearings since October 2012 is 427 cases which are expected to serve a total of 12,642 days.

To summarize the second year of AB109: adding 54,170 jail days incurred for 1170(h) plus 12,642 days for 3056 revocations plus 9,585 days for PRCS equals a total of 76,397 jail days that would normally be charged to CDCR and will now be housed in our correctional facilities until release. All populations of AB109 total 2,034 since October 2011. The average length of stay of all populations is 67 days.

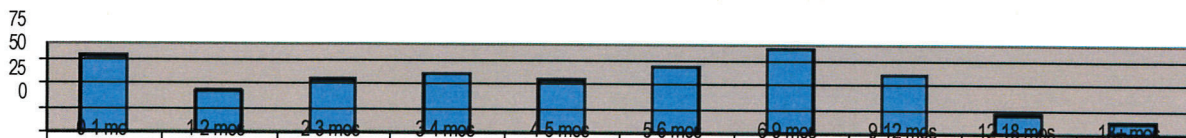
AB109 Stats

	Current Year (Oct '12-Sep '13)				Prior Year (Oct '11-Sep '12)	
	Cases Since 10/1/12	Days in Custody	In Custody 8/31/13	% of Population 8/31/13	No. of Cases	Days in Custody
PC1170(h)	329	54,170	165	15.7%	220	34,773
PC3056 revocations	427	12,642	17	1.6%	593	20,589
PRCS	277	9,585	30	2.9%	188	4,284
Total AB109	1,033	76,397	212	20.2%	1,001	59,646

AB109 Grand Totals Since October 2011

	No. of Cases	Days in Custody	Avg. Length of Stay
PC1170(h)	549	88,943	162 days
PC3056 revocations	1,020	33,231	33 days
PRCS	465	13,869	30 days
Total AB109	2,034	136,043	67 days

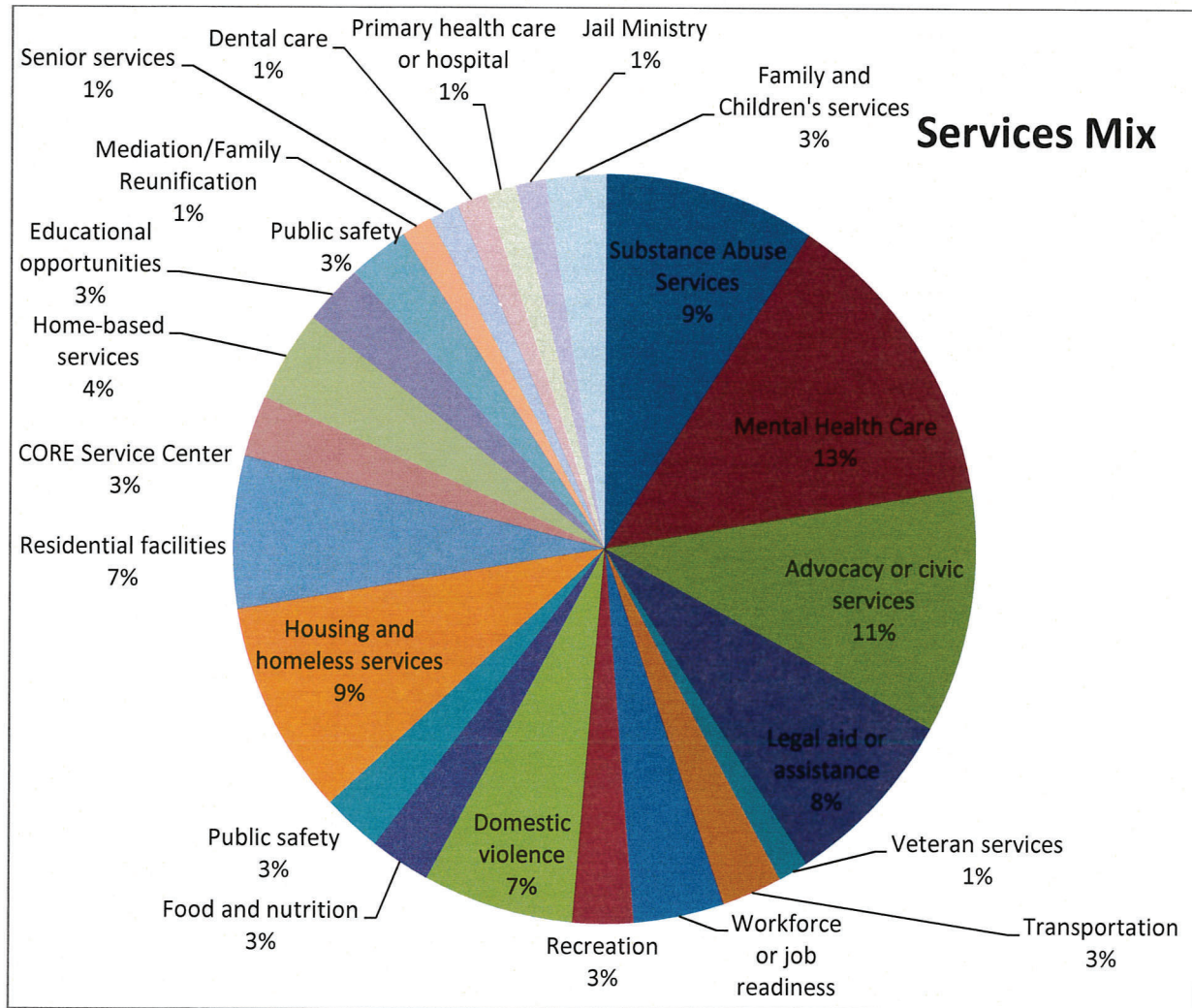
PC1170(h) Actual time to be served, Oct 2011-Aug 2013



Appendix C

Services offered by Community Based Organizations (CBOs) of San Mateo County

Below is a breakout of the types of services that their organizations provide. Note that many CBOs in attendance report providing more than one type of service.

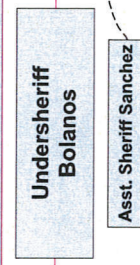
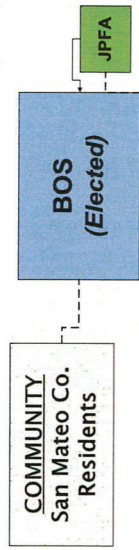
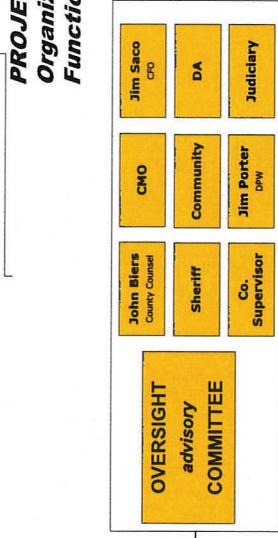




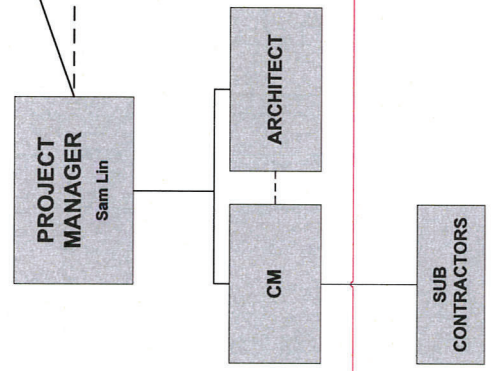
MCF SB 1022 Project

San Mateo County Sheriff's Office

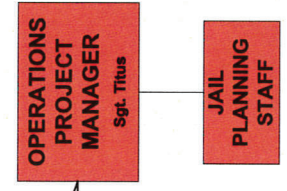
PROJECT Organizational/ Functional Chart



FACILITIES TRACK



OPERATIONS TRACK



MONTHLY

WEEKLY

DAILY

AS
NEEDED

APPENDIX D

Appendix E

Project: San Mateo County Sheriff's Office

Title: Maguire Correctional Facility

Date: October 15, 2013

Description		AB900 Inmate Recreation	Inmate Retail Vocational	MHCTC	MHWP	Seismic Retrofit							Total
Existing Conditions		\$115,323	\$43,967	\$138,470	\$187,850	\$5,100,000							\$5,585,610
Concrete		\$5,000	\$6,949	\$60,000	\$60,000	\$0							\$131,949
Masonry		\$0	\$0	\$80,787	\$180,285	\$0							\$261,072
Metals		\$0	\$1,000	\$21,000	\$44,000	\$0							\$66,000
Wood, Plastics & Composites		\$0	\$281,700	\$22,480	\$81,340	\$0							\$385,520
Thermal & Moisture Protection		\$0	\$16,494	\$32,700	\$72,973	\$0							\$122,166
Openings		\$0	\$17,050	\$187,100	\$449,500	\$0							\$653,650
Finishes		\$93,810	\$32,610	\$108,782	\$216,926	\$0							\$452,128
Specialties		\$0	\$1,250	\$22,400	\$20,600	\$0							\$44,250
Equipment		\$20,000	\$176,400	\$160,787	\$206,040	\$0							\$563,227
Furnishings		\$0	\$10,000	\$63,000	\$112,600	\$0							\$185,600
Special Construction		\$0	\$0	\$0	\$1,000	\$0							\$1,000
Conveying Systems		\$0	\$0	\$0	\$0	\$0							\$0
Fire Suppression		\$0	\$5,553	\$23,082	\$42,925	\$0							\$71,560
Plumbing		\$5,000	\$27,360	\$153,880	\$343,400	\$0							\$529,640
HVAC		\$0	\$34,200	\$197,350	\$429,250	\$0							\$660,800
Integrated Automation		\$0	\$0	\$0	\$0	\$0							\$0
Electrical		\$0	\$64,200	\$192,350	\$429,250	\$0							\$685,800
Communications		\$0	\$34,200	\$300,066	\$646,610	\$0							\$980,876
Electronic Safety and Security		\$0	\$4,446	\$80,787	\$180,285	\$0							\$265,518
Earthwork		\$0	\$0	\$0	\$0	\$0							\$0
Exterior Improvements		\$0	\$0	\$0	\$0	\$0							\$0
Utilities		\$0	\$0	\$0	\$0	\$0							\$0
Transportation		\$0	\$0	\$0	\$0	\$0							\$0
Subtotal		\$239,133	\$757,379	\$1,845,021	\$3,704,833	\$5,100,000							\$11,646,368
General Conditions	0.00%	\$0	\$0	\$0	\$0	\$0							\$0
General Contractor Markup	0.00%	\$0	\$0	\$0	\$0	\$0							\$0
Insurance	3.65%	\$8,728	\$27,644	\$67,343	\$135,226	\$186,150							\$425,091
Design / Estimate Contingency	10.00%	\$24,786	\$78,502	\$191,236	\$384,006	\$528,615							\$1,207,145
Phasing	15.00%	\$40,897	\$129,529	\$315,540	\$633,610	\$872,215							\$1,991,791
Other (Corr. Fac. Production Factor)	8.00%	\$25,083	\$79,444	\$193,531	\$388,614	\$534,958							\$1,221,630
Subtotal		\$99,494	\$315,119	\$767,650	\$1,541,456	\$2,121,938							\$4,845,657
Escalation to Bid Date: January 2017	29.00%	\$98,202	\$311,025	\$757,674	\$1,521,424	\$2,094,362							\$4,782,687
Total Construction Cost		\$436,829	\$1,383,523	\$3,370,345	\$6,767,713	\$9,316,300							\$21,274,710

CONSTRUCTION ESTIMATE BY PROGRAM AREA

AB900 Inmate Recreation Yard	\$436,829	\$21,274,710 Total Construction
Inmate Retail Vocational Store	\$1,383,523	
Mental Health Critical Treatment Center	\$3,370,345	
Mental Health Wellness Pod	\$6,767,713	
Seismic Retrofit	\$9,316,300	

ARCHITECTURAL FEE BY PROGRAM AREA

	10%	\$2,127,471 Total Architectural Fee
AB900 Inmate Recreation Yard	\$43,683	
Inmate Retail Vocational Store	\$138,352	
Mental Health Critical Treatment Center	\$337,034	
Mental Health Wellness Pod	\$676,771	
Seismic Retrofit	\$931,630	

CM GENERAL CONDITIONS

CM FEE	4%	\$2,978,459 Total PM/CM Fee
AB900 Inmate Recreation Yard	\$61,156	
Inmate Retail Vocational Store	\$193,693	
Mental Health Critical Treatment Center	\$471,848	
Mental Health Wellness Pod	\$947,480	
Seismic Retrofit	\$1,304,282	

\$26,380,640 Total Program

Service Needs/Risk Assessment & Housing

Existing Operations

- After booking, SMC SO conducts an ROR interview with the inmate. ROR interview can determine release in lieu of remaining in custody.
- Sheriff's Classification Security Assessment is used for housing placement for those taken into custody.
- In-custody inmates must be arraigned within 72 hours of intake.

New Strategies

- Sheriff's Classification Security Assessment should be used to make an *initial* housing assignment that can be reconsidered based on the results of a new Service Needs/Risk Assessment subject to approval by Sheriff's Office

Assessments

Existing Operations

- Initial housing placement is assigned following the Sheriff's Classification Security Assessment
- CAIS Quick screen is used for all sentenced inmates to determine level of risk
- CAIS Full Screen used by Service League for High Risk inmates to determine eligibility

New Strategies

- Communicate information about all jail-based programs
- Create or obtain a more comprehensive service needs/risk assessment to administer to both pre-trial and sentenced inmates
- Two different systems to monitor the assessment of different jail populations will be

Case Management

Existing Operations

- SMC SO utilizes case management in Achieve180
- Case management techniques are utilized by the MDT while reviewing inmate cases

New Strategies

- During the classification security assessment or the follow-up service needs/risk assessment, inmates will be offered a case manager.
- Case managers will work with the inmate to create a individualized case plan
- Case managers will meet regularly with inmates to chart program progress to reach treatment or participation goals
- Case managers will facilitate transition planning with inmates to include linkages to social services, financial planning and, when possible, coordinate

Programming

Existing Operations

- Programming is determined by availability in each pod
- Pretrial inmate pods/housing assignment is determined by the Sheriff's Classification Security Assessment; post-sentence inmates are housed based on CAIS Screen

New Strategies

- A comprehensive mix of reformative, activity, and reintegrative programming should be made available in each housing pod
- Case managers will work with inmates to ensure access to appropriate programs to meet their service needs when possible
- Housing assignments should be reconsidered after new service needs/risk assessment for

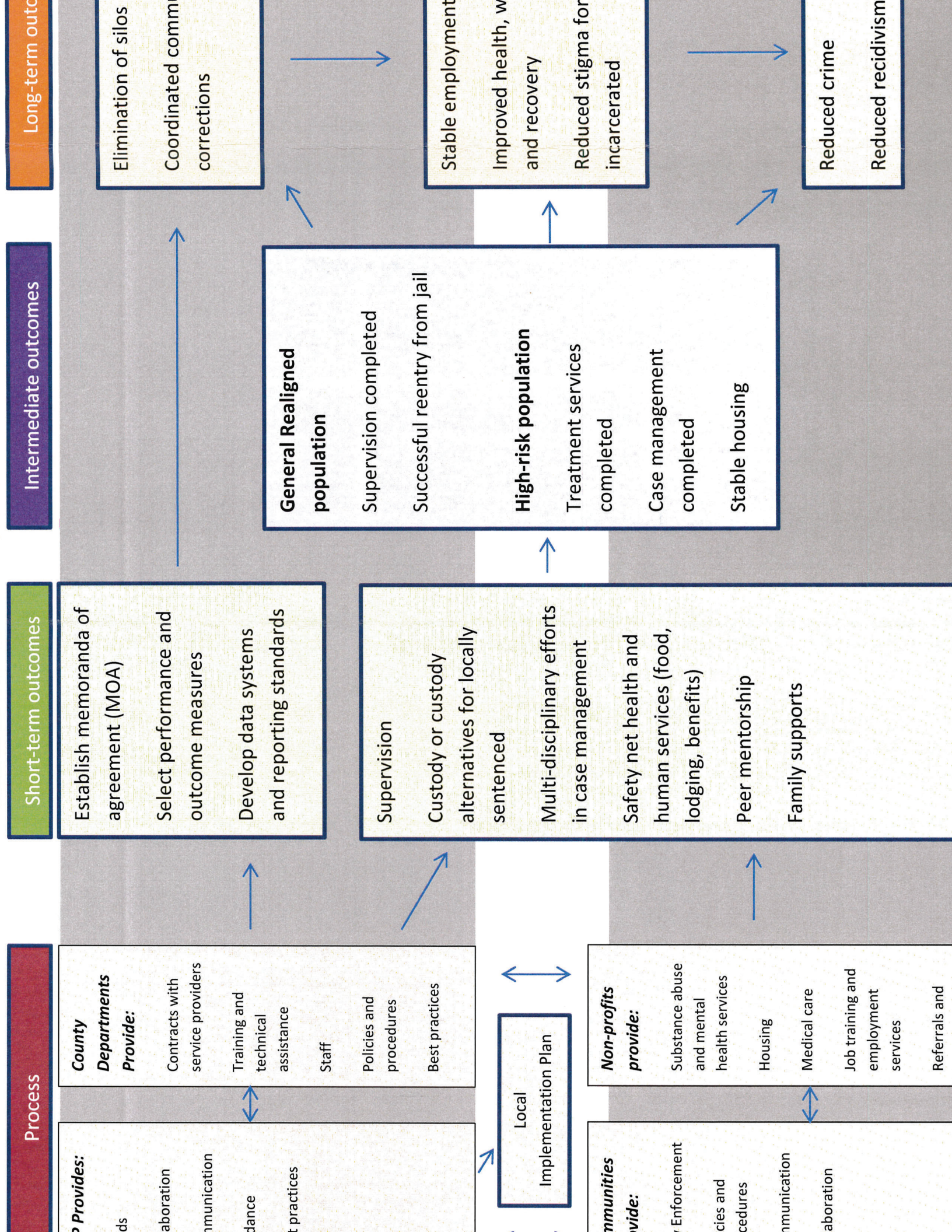
MDT

Existing Operations

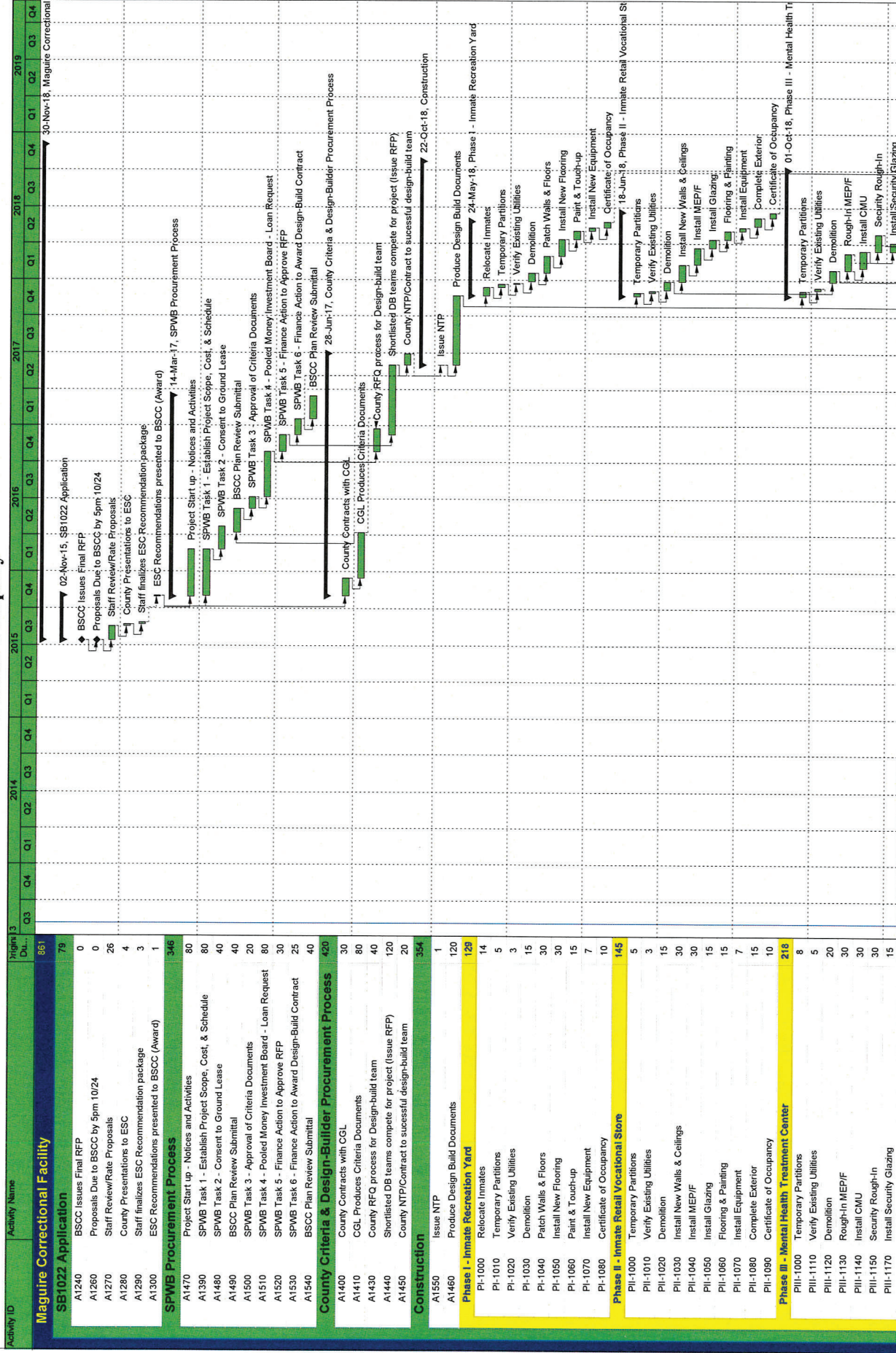
- The Multidisciplinary Team (MDT) to review individualized inmate status to determine inmate preparedness for reentry
- MDT assess inmate engagement while in-custody
- MDT may recommend appropriate programs for inmate to prepare for transition

New Strategies

- Case managers will participate on the case reviews of those inmates they are responsible for managing
- Case managers will follow inmate post-release or will hand-off case to Probation Officer upon release.



CGL - A Hunt Company



Date: 16-Oct-13

Date: 05-Aug-13

San Mateo County

Appendix J

RESOLUTION NO. 072851

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

*** * * * ***

**RESOLUTION AUTHORIZING THE SHERIFF TO APPLY FOR LOCAL JAIL
CONSTRUCTION FUNDING FROM THE STATE OF CALIFORNIA BOARD OF STATE
AND COMMUNITY CORRECTIONS PURSUANT TO THE PROVISIONS OF SB 1022**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, on June 27, 2012, SB 1022 became law authorizing state lease-revenue bond financing for the construction of local criminal justice facilities; and

WHEREAS, The Board of State and Community Corrections (BSCC) issued a Request for Proposals (RFP) to every county in the State on July 23, 2013 requesting responses from counties by October 24, 2013 ; and

WHEREAS, the County is desirous of applying for up to \$40,000,000 of local construction funds available in SB 1022; and

WHEREAS, the County of San Mateo (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").

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

WHEREAS, 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;

and

WHEREAS, "Project" as used herein shall refer to the renovation and remodeling of the Maguire Correctional Facility to include mental health, vocational, programming and recreational facilities for incarcerated inmates, and alternatively as the proposed adult local criminal justice facility project or the SB 1022 financed adult local criminal justice facility/

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors:

1. Authorizes and directs the Sheriff to apply for local criminal justice construction funding pursuant to the provisions of SB 1022 up to the amount of \$40,000,000.

NOW BE IT RESOLVED, that the Board of Supervisors of San Mateo County does hereby represent, warrant and covenant as follows:

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

2) County Cash Contribution Funds Are Legal And Authorized. The payment of the County cash contribution funds for the proposed adult local criminal justice facility project, (the "Project") (i) is within the power, legal right, and authority of the County; (ii) is legal and will not conflict with or constitute on the part of the County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other

material agreement or instrument to which the County is a party or by which the County or its properties or funds are otherwise subject or bound, decree, or demand of any court or governmental agency or body having jurisdiction over the County or any of its activities, properties or funds; and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the County.

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

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

FURTHER RESOLVED, the County is seeking funding preference associated with review of and authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of San Mateo County does hereby

approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. Each of the President of the Board of Supervisors Don Horsley, the Chief Executive Officer of the County John Maltbie and the Sheriff Greg Munks, or their designees (collectively, the "Authorized Officers"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the BSCC or the State Public Works Board to effectuate the SB 1022 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes.

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

FURTHER RESOLVE, that the Board of Supervisors appoints Project Manager Sam Lin as the County Construction Administrator, County Manager John Maltbie as the Project

Financial Officer, Lieutenant Deborah Bazan the Project Contact Person and authorizes Sheriff Greg Munks to sign and submit the County's Agreement and application pursuant to the RFP; and be it

FURTHER RESOLVED, that the County of San Mateo assures that it will adhere to state requirements and terms of the agreements between the County, the Board of State and Community Corrections and the State Public Works Board in the expenditure of any state financing allocation and county contribution funds; and be it

FURTHER RESOLVED, that the County of San Mateo assures that it will safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations) within ninety (90) days after project completion; and be it

FURTHER RESOLVED, that the County of San Mateo hereby 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; and be it

FURTHER RESOLVED, that the County of San Mateo has project site control through fee simple ownership and has 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.

Regularly passed and adopted this 8th day of October, 2013.

AYES and in favor of said resolution:

Supervisors:

DAVE PINE

CAROLE GROOM

DON HORSLEY

WARREN SLOCUM

ADRIENNE J. TISSIER

NOES and against said resolution:

Supervisors:

NONE

Absent Supervisors:

NONE

STATE OF CALIFORNIA } ss.
COUNTY OF SAN MATEO

JOHN L. MALTBIE, Clerk of the Board of
Supervisors, does hereby certify that the above and foregoing is a
full, true and correct copy of:

RESOLUTION NO. 072851

entered into the minutes of said board.

In Witness Whereof, I have hereunto set my hand and the seal of
said Board this 8th day of October, 2013.

JOHN L. MALTBIE, Clerk of the Board

By 

Deputy Clerk of the Board



President, Board of Supervisors
County of San Mateo
State of California

Certificate of Delivery

I certify that a copy of the original resolution filed in the Office of the Clerk of the board of
Supervisors of San Mateo County has been delivered to the President of the Board of Supervisors.



Rebecca Romero, Deputy
Clerk of the Board of Supervisors