



BOARD OF STATE AND COMMUNITY CORRECTIONS

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

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Board of State and
Community Corrections

SECTION 1: PROJECT INFORMATION

A: APPLICANT INFORMATION AND PROPOSAL TYPE				
COUNTY NAME Santa Cruz		STATE DOLLARS REQUESTED \$ 24,635,000.00		
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) <input type="checkbox"/>	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/>		
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL <u>OR</u> BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY):				
PROGRAM SPACE <input type="checkbox"/>		BEDS AND PROGRAM SPACE <input checked="" type="checkbox"/>		
B: BRIEF PROJECT DESCRIPTION				
FACILITY NAME Rountree Rehabilitation and Re-entry Facility				
PROJECT DESCRIPTION New 64-bed minimum-security unit; renovation of existing facility for expanded use of evidence-based programs to support rehabilitation and re-entry success for eligible inmates system-wide.				
STREET ADDRESS 100 Rountree Lane				
CITY Watsonville		STATE CA	ZIP CODE 95076	
C. SCOPE OF WORK – INDICATE FACILITY TYPE AND CHECK ALL BOXES THAT APPLY.				
FACILITY TYPE (II, III or IV) III	<input type="checkbox"/> NEW STAND-ALONE FACILITY	<input checked="" type="checkbox"/> RENOVATION/ REMODELING	<input checked="" type="checkbox"/> CONSTRUCTING BEDS OR OTHER SPACE AT EXISTING FACILITY	
D. BEDS CONSTRUCTED – Provide the number of BSCC-rated beds and non-rated special use beds that will be subject to construction as a result of the project, 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	64	N/A	N/A	N/A
TOTAL BEDS (A+B+C+D)	64			

E: APPLICANT'S AGREEMENT

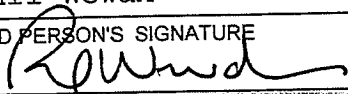
By signing this application, the authorized person assures that: a) the County will abide by the laws, regulations, policies and procedures governing this financing program, and b) certifies that the information contained in this proposal form, budget, narrative and attachments is true and correct to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

PERSON AUTHORIZED TO SIGN AGREEMENT

NAME Phil Wowak

TITLE Sheriff-Coroner

AUTHORIZED PERSON'S SIGNATURE



DATE

10/22/13

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 Nancy Carr Gordon

TITLE Director

DEPARTMENT

General Services

TELEPHONE NUMBER

831-454-2718

STREET ADDRESS

701 Ocean St, Rm 330

CITY

Santa Cruz

STATE

CA

ZIP CODE

95060

E-MAIL ADDRESS

GSD001@co.santa-cruz.ca.us

H: DESIGNATED PROJECT FINANCIAL OFFICER

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

PROJECT FINANCIAL OFFICER

NAME Kathy Samms

TITLE Administrative Services Officer

DEPARTMENT

Sheriff's Office

TELEPHONE NUMBER

831-454-2992

STREET ADDRESS

701 Ocean St, Rm 340

CITY

Santa Cruz

STATE

CA

ZIP CODE

95060

E-MAIL ADDRESS

SHF735@co.santa-cruz.ca.us

I: DESIGNATED PROJECT CONTACT PERSON

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

PROJECT CONTACT PERSON

NAME Shea Johnson

TITLE Lieutenant

DEPARTMENT

Sheriff-Coroner

TELEPHONE NUMBER

831-212-1773

STREET ADDRESS

100 Rountree Lane

CITY

Watsonville

STATE

CA

ZIP CODE

95073

E-MAIL ADDRESS

SHF667@co.santa-cruz.ca.us

SECTION 2: BUDGET SUMMARY

BUDGET SUMMARY INSTRUCTIONS

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

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

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

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

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

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

A. SMALL COUNTY PETITION FOR REDUCTION IN CONTRIBUTION

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

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

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

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$20,431,000	\$0		\$20,431,000
2. Additional Eligible Costs*	\$1,178,000	\$0		\$1,178,000
3. Architectural	\$1,522,000	\$0		\$1,522,000
4. Project/Construction Management	\$1,504,000	\$0		\$1,504,000
5. CEQA		\$0		\$0
6. State Agency Fees		\$34,000		\$34,000
7. Audit		\$25,000	\$0	\$25,000
8. Needs Assessment		\$14,000	\$30,000	\$44,000
9. Transition Planning		\$0	\$100,000	\$100,000
10. County Administration			\$400,000	\$400,000
11. Land Value			\$3,190,000	\$3,190,000
TOTAL PROJECT COSTS	\$24,635,000	\$73,000	\$3,720,000	\$28,428,000
PERCENT OF TOTAL	86.66%	0.26%	13.08%	100.00 %

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

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

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

Construction includes all materials, fixed equipment and labor for building the entire project; additionally it includes testing and inspection, and contractor contingency.

2. **Additional Eligible Costs (specified allowable fees, moveable equipment and moveable furnishings, and public art):**

a) **Define each allowable fee type and the cost of each:** Includes building permit fees and building inspection fees.

b) **Moveable equipment and moveable furnishings total amount:** Furniture, Fixtures and Equipment (FFE) has been estimated for each facility at Rountree. FFE total cost is \$1,000,000.

- c) **Public art total amount:** 0
3. **Architectural:**
- a) **Describe the county's current stage in the architectural process:** Santa Cruz County has completed the Rountree Facility Architectural Program Statement; this document includes an architectural program statement, operational narrative, space planning, conceptual drawings, existing facility structural analysis, security system review and concept planning and a cost model. Since the project methodology is Design-Build, Santa Cruz County is poised and ready to hire a Criteria Architect. Santa Cruz County has put forth significant resources to be shovel ready.
 - b) **Given the approval requirements of the SPWB and associated state reimbursement parameters, define which portions/phases of the architectural services the county intends to seek state dollar reimbursement:** Santa Cruz County is asking for reimbursement for all architectural services, which include all design and engineering fees for Performance Criteria (schematic design), Design Development, Contract Documents, Construction Administration and Post-Construction.
 - c) **Define the budgeted amount for what is described in b) above:** The Architectural Fee (Design and Engineering Fee) is based on a market conditions of 5% of Construction Cost plus Land Use Studies and Testing/Inspection.
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** Santa Cruz County does not intend to cover architectural services fees.
 - e) **Define the budgeted amount for what is described in d) above:** Santa Cruz County does not intend to cover architectural services fees.
4. **Project/Construction Management:**
Costs include project/construction management services, bonds, and insurance.
5. **CEQA:**
Cost for CEQA (Notice of Exemption) \$238.00; this cost was rounded down to \$00.00.
6. **State Agency Fees (maximums: due diligence \$16,000; SFM \$35,000):**
- a) **Real estate due diligence fee:** Real Estate Due Diligence cost is \$16,000.00
 - b) **State Fire Marshal fee:** Cost for SFM is \$18,000.00
7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
Santa Cruz County will use the services of a contracted auditor at \$25,000.00.
8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**
Santa Cruz County hired a consultant to prepare the Needs Assessment: consultant cost was \$14,250.00, which was rounded to \$14,000.00. County Staff costs are \$30,000.00.
9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
Santa Cruz plans to perform the work with county staff at a budgeted cost of \$100,000.00.
10. **County Administration:**
Budgeted cost is \$400,000.00.
11. **Land Value:**
Santa Cruz County completed the Real Estate Due Diligence Package. An appraisal of the land was performed. The appraised value of the GHRC land is valued at approximately \$3,190,000.

SECTION 3: PROJECT TIMETABLE

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

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	1/9/2014	2/9/2014	B.O.S. Resolution
Real estate due diligence package submitted <u>within 120 days of award</u>	1/9/2014	3/9/2014	
State Public Works Board meeting – Project Established <u>within 18 months of award</u>	2/1/2014	5/1/2014	Project is established to enable County to proceed with preliminary plans
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)			Non-applicable
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 30 months of award</u> (design-build projects)	3/15/2014	7/15/2014	County develops performance criteria
Design Development (Preliminary drawings) with Staffing Plan	6/1/2014	10/1/2014	During RFP, DB firms produce Preliminary Plans
Staffing/Operating Cost Analysis approved by the Board of Supervisors	4/1/2014	6/1/2014	
Construction Documents (Working drawings)	10/1/2014	4/15/2015	Awarded DB firm produces Working Drawings
Construction Bids	11/1/2014	4/15/2015	During RFP, DB firms produce bids and plans
Notice to Proceed <u>within 42 months of award</u>	4/1/2015	5/1/2015	
Construction (maximum 3 years to complete)	5/1/2015	11/1/2016	
Staffing/Occupancy <u>within 90 days of completion</u>	11/1/2016	1/1/2017	

SECTION 4: FACT SHEET

To synthesize 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	265,350
2.	Number of detention facilities	3
3.	BSCC-rated capacity of system	439
4.	ADP (Secure Detention) of system	467
5.	ADP (Alternatives to Detention) of system	165
6.	Percentage felony inmates of system	72%

7.	Percentage non-sentenced inmates of system	61%
8.	Arrests per month	1048
9.	Bookings per month of system	1017
10.	"Lack of space" releases per month	77

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities in your jurisdiction.			
Facility Name		RC	ADP
1.	Main Jail Facility	311	354
2.	Blaine Street Women's Facility	32	16
3.	Rountree Medium Facility	96	100
4.			
5.			
6.			
7.			
8.			

Table 3: List approaches currently in place to reduce the need for beds, and ADP for each.		
Pre-Trial Approaches		ADP
1.	Sheriff's O.R	227
2.	Bail and Bond	102
3.	849 (B) 2 - Public Intoxication	171
4.	Court OR	37
5.	Pre-trial Services	31
6.		
Sentenced Offender Approaches		ADP
1.	Probation	30
2.	Conditional Sentence	20
3.	30-day early release (former 5-day)	59
4.	Release to Programs	17
5.		
6.		

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

	Pre-Trial Program	ADP
1.	Educational/Vocational - Basic Skills/GED - English as a Second Language - Literacy Tutoring - Inside out Writing Project - Job Skills	31 8 3 17 12
2.	Cognitive Behavioral - Thinking for a Change - Moral Reconation Therapy - Anger Management	34 25 10
3.	Physical/Mental Health and Well-being Programs - Therapeutic Recreation - Healing from Violence - HIV/Hepatitis C Testing and Counseling - Domestic Violence Support Group	25 15 5 3
4.	Re-entry Preparedness - Friends Outside	38
5.	Substance Abuse - Twelve Step Programs (NA/AA) - Substance Abuse Disorder - Methadone Maintenance - Dancing on Edges - Life after Addiction/Substance Abuse Aftercare - Seeking Safety - SUD Recovery Skills	45 12 8 13 47 4 15
6.	Life Skills - Non-violent communication and parenting education - Knitting and Crocheting - Religious Programming	27 15 63
	Sentenced Offender Program	ADP
1.	Educational/Vocational - Basic Skills/GED - English as a Second Language - Literacy Tutoring - Inside out Writing Project - Job Skills - Horticulture; "Green Gardener"	31 8 3 17 12 10
2.	Cognitive Behavioral - Thinking for a Change - Moral Reconation Therapy - Anger Management - Reclaiming Integrity, Self-awareness and Empowerment (RISE I) - Reclaiming Integrity, Self-awareness and Empowerment	24 25 10 12 3

	(RISE II) - Gemma Program	8
3.	Physical/Mental Health and Well-being Programs - Therapeutic Recreation - Healing from Violence - HIV/Hepatitis C Testing and Counseling - Domestic Violence Support Group	25 15 5 3
4.	Re-entry Preparedness - Friends Outside and Friends Outside Benefits Program - Exit Planning - Workforce Re-entry Programs	42 10 8
5.	Substance Abuse - Twelve Step Programs (NA/AA) - Substance Abuse Disorder - Methadone Maintenance - Dancing on Edges - Life after Addiction/ Substance Abuse Aftercare - Seeking Safety - SUD Recovery Skills	45 12 8 13 47 4 15
6.	Life Skills/Other - Non-violent communication and parenting education - Knitting and Crocheting - Religious Programming	12 15 41

Table 5: List the offender programming gaps and deficiencies.

	Gaps and Deficiencies
1.	Limited programming opportunities due to an insufficient number of classrooms, individual counseling and group rooms, coupled with facility overcrowding.
2.	Lack of programming to address criminogenic needs as identified in the CAIS assessment, i.e. parenting, family reunification, relapse recovery.
3.	Need for offense-specific programs, such as court-ordered domestic violence classes, DUI and theft prevention curricula.
4.	Limited community re-entry and transitioning programs and absence of a strong work training component.
5.	Lack of program spaces to accommodate community-service providers and volunteers.
6.	Lack of restorative justice programs.

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

	Assessment Tools	Assessments per Month
1.	Probation Department: Virginia Pre-trial Risk Assessment Instrument	70

2.	Sheriff's Office: Northpoint Objective-based Inmate Classification Instrument	330
3.		
4.		
5.		
6.		

Table 7: List the offender assessments used for determining programming.		
	Assessment Tools	Assessments per Month
1.	1170 h Probation and CAP program: Correctional Assessment and Intervention System (CAIS)	120
2.	Inmate Programming Assessment Tool (in development)	approx 50
3.		
4.		
5.		
6.		

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

SECTION 5: NARRATIVE

1. PROJECT NEED

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

Significant summary findings from the Needs Assessment include:

- Santa Cruz County (the County) has become an acknowledged leader in inmate population management strategies, achieving one of the lowest incarceration rates in California (just 105 in 2011, compared to the state average of 205). A collaborative approach with the Santa Cruz County Department of Probation (Probation Department) and other criminal justice system stakeholders has resulted in a variety of pre-trial and post sentenced alternatives to jail, including the recent custody alternatives program (CAP), designed specifically to provide a least restrictive alternative for 1170h inmates.
- Moderate County population growth is forecasted, and crime, arrests, and jail bookings have been down. The County's overall correctional population has moderated, due in part to vigorous application of alternatives to incarceration, but the inmate census, well over 500 inmates at the time of this submission, is consistently higher than the system's rated capacity of 439 beds.
- The County is lacking the capacity to step-down male, sentenced inmates from secure confinement to the community. As a result of the 2010 closure of the jail farm at the Rountree campus site, the system no longer has a true minimum security housing unit or re-entry programming capacity within the current corrections continuum. Minimum security inmates housed in the Main Jail are currently co-located in housing units with inmates of disparate classification levels and legal statuses. The existing Rountree Men's Medium facility (Rountree Medium) houses a mix of minimum and medium inmates, but operates as

a medium-security institution due to the absence of perimeter security fencing and a general lack of program space.

- The Santa Cruz County Sheriff's Office (Sheriff's Office) and its partner agencies offer several programs to incarcerated inmates, but lack of program space in which to implement them has resulted in limited opportunities for participation and offerings below the dosages recommended by evidence-based practices for jail-to-community transition. The desire is there, but the physical resources are not.
- A mission-specific rehabilitation and re-entry (R&R) facility on the Rountree campus site would close this gap and position the County to provide AB 109 Public Safety Realignment Act (AB 109) and other sentenced inmates a physical and programmatic environment conducive to successful community re-entry. A new 64-bed unit and a remodeled program building are proposed.
- The Sheriff's Office has a solid foundation upon which to expand its corrections continuum, including its collaborative approach with the Probation Department and community-based service providers, its history with alternatives to incarceration and evidence-based programs, and the existing facilities, site, and infrastructure resources at the Rountree campus site.
- The project will expand program opportunities to inmates in Rountree Medium and, as a corollary impact, will ease crowded conditions in the Main Jail.

B: 1.02 Provide a county jail system overview (e.g., capacity, ADP, and other relevant factors), including a description of the other current or planned construction. If the county has an AB900 award(s), indicate such and identify the number of beds to be constructed and current stage of planning or construction for this project(s).

The Sheriff's Office operates three Type II adult detention facilities, providing a total rated

capacity of 439 beds. A comparison of capacity and current census for each facility is provided below.

FACILITY	RATED CAPACITY	09/30/13 CENSUS	% OVER CAPACITY
Main Jail	311	432	39%
Blaine Street	32	17	-
Rountree Medium	96	92	-
TOTAL	439	541	23%

Main Jail: The Main Jail, located in downtown Santa Cruz, operates as the central point of reception and booking, supporting the majority of pre-trial operations. The Main Jail currently houses male and female inmates of all classification levels and is the only facility serving inmates with more serious mental health and/or medical treatment needs. The housing units are of indirect supervision design. For years, the facility has faced significant overcrowding, resulting in double- and triple-bunking in many of the housing units, which together with the outmoded design, further challenges operations. The jail was never intended to house a long-term population, and the state estimates that the jail's average daily population (ADP) could increase by as many as 95 sentenced inmates at full implementation of realignment.

Rountree Medium: Previously sharing the campus with the minimum-security jail farm, the Rountree Medium facility now houses both medium- and minimum-security male inmates in two dormitory-style, direct supervision housing units. Since the closure of the jail farm in 2010, the facility has consistently operated above its rated capacity.

Blaine Street: Adjacent to the Main Jail, the Blaine Street facility offers a minimum-security, residential style environment to female residents, with access to the community for certain programs and services. Blaine Street has continued to operate under its rated capacity, due in part to a decline in the pool of eligible candidates.

The previous table indicates an overall need for additional beds, as well as a need to align the type of beds with the changing characteristics and needs of the inmate population. The

implementation of AB 109 has created additional bedspace demand and has changed the dynamics of the jail population in terms of length-of-stay and re-entry needs. As such, the County is proposing to expand at the Rountree campus site with a new R&R facility to include a 64-bed minimum-security unit and additional program spaces. The primary focus will be preparing inmates for a successful transition from jail to the community, using nationally recognized best programs and practices. This project will also increase program opportunities for residents at the existing medium-security facility at Rountree. The County currently has no AB 900 awards and is not undergoing any other related construction at this time.

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

Constructing new minimum-security beds will allow the County to meet the needs of its sentenced population more appropriately, alleviate overcrowding pressures, and better align inmate housing with security classification assignment. Renovation and expansion of program spaces supports the County's mission of rehabilitation and successful re-entry for inmates residing in the minimum-security unit, reducing recidivism and related bedspace demand.

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

Annual arrests in the County increased 10% between 2000 and 2008, with the peak number of arrests (13,899) occurring in 2008. Since then, arrests have experienced a 14% decrease, although a slight uptick has been reported since 2011. The total number of jail bookings decreased from 14,167 in 2000 to 12,700 in 2012, with the number of bookings remaining relatively stable at around 14,000 until 2008, then decreasing significantly through 2010. Coincident with the implementation of the realignment initiative, the number of bookings has increased by approximately 9% for the last two years. The number is expected to continue to increase in the coming years as more AB 109 inmates enter the local system;

five-year estimates are as high as 79 1170 (h) inmates by year 2018. In direct response to overcrowding, the Sheriff's Office can release sentenced inmates prior to the completion of their court-ordered sentences when the actual inmate count exceeds the actual bed capacity. Between January and August this year, the County released 452 inmates, or 6.7% of those booked under this authority. The CAP operated by the Sheriff's Office places sentenced inmates under community supervision in lieu of jail. The program, targeted towards the AB 109 population, has about 20 active participants on any given day, providing a small measure of relief in the overcrowded jail. See Section 4 for additional statistics.

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

The County's approach to reducing the need for beds is proactive, employing the least restrictive alternative and identifying appropriate candidates for release early in the process, and a range of alternatives are available for both pre-trial inmates and sentenced offenders (see Section 4, Table 3). Through the use of these programs, the County has been able to significantly reduce occupancy pressures. Key to achieving many of the programmatic and alternatives to incarceration (ATI) successes is the on-going collaboration between the Sheriff's Office, the Probation Department, and other criminal justice and County agencies. While these initiatives and programs help to mitigate the impact of AB 109, they have not eliminated the overcrowding, provided sufficient space to offer programs to in-custody inmates, or provided adequate programming focused on helping inmates successfully transition back into the community.

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

Major successes have been realized through the County's ATI and diversion options, and approximately 70% of booked individuals are now released under these programs. According to the Probation Department's Report on Status of the Pretrial Program, (September 12th, 2013),

2012 FTA rates and re-arrests were both at about 8%. Pre-arraignment releases under PC Section 1270 have resulted in savings between 754 and 1884 bed days, according to Probation Department data, resulting in up to 5 fewer inmates daily. Pre-trial unit-recommended releases (own recognizance, supervised, intensive supervised) totaled 214 in 2012, which translated into 11,532 saved jail bed days and an ADP reduction of 31.5 inmates. The CAP has generated an estimated 22,729 bed days saved since October 2011, a cost avoidance of approximately \$2 million. Of the 304 inmates participating to date, 76% have successfully completed the program. The Probation Department's electronic monitoring program (EMP) and warrant reduction project (WRAP) programs are also alternatives to jail for those offenders who can successfully be supervised in the community. To date, 86 individuals have successfully completed the EMP program (95.6%). Since its inception in December 2005, WRAP has saved the County an estimated 16,500 jail bed days. The Sheriff's Office has noted that these jail alternatives have also been effective in terms of reduced County liability in operating crowded facilities, greater collaboration system-wide, improved conditions of confinement for those remaining incarcerated, and keeping greater numbers of lower level offenders functioning in the community.

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

Funding to restart a previously successful MOST (Maintaining Ongoing Stability through Treatment) team is being proposed, to help reduce the growing mental health population and keep those individuals stabilized and out of jail. The County has also recently assembled a work group to evaluate the potential for expanding existing drug court participation to candidates beyond those facing felony drug charges, to achieve full program capacity.

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

The planning team, including representatives from the Sheriff's Office, Probation Department,

and community service providers, began by reviewing the intended mission of the new facility: rehabilitation and successful transition to community. The target population residing in the 64-bed unit would be sentenced inmates, especially those with long-term sentences (AB 109). In response, a tiered approach is envisioned for those with longer lengths-of-stay. For example, a training program would begin with classroom learning, advancing to hands-on vocational training, and eventually job-readiness for outside work. For the short-term population, programs with a greater focus on re-entry readiness will be provided. To support a holistic approach to programming that addresses multiple criminogenic factors and needs for positive behavioral change, a variety of spaces are needed (see Needs Assessment and Architectural Program Space documents). Additional program spaces are required on the 64-bed R&R housing unit to support program immersion as part of the therapeutic environment of the housing unit.

PS: 1.02 Describe the current approach to offender programming (i.e., use of current program space, types of programs, and services) for custody and non-custody offenders.

The Sheriff's Office is taking significant strides to promote inmate rehabilitation and re-entry support through addressing and responding to identified needs through effective and evidence-based programming opportunities and targeted interventions.

Program Spaces: There is a wide array of program offerings, but the limited space results in sporadic offerings or dosages below those required by evidence-based practices.

Types of Programs: A variety of programs and services are offered throughout the criminal justice continuum (refer to Section 4, Table 4, of this application), encouraging self-improvement, education and skills development, positive interaction, and overall release readiness in offenders, both to the custody and non-custody populations.

Programming Approach: Blaine Street and Rountree Medium are both designated as "program facilities," where inmates are focused on engaging in and participating in programs. Both the Sheriff's Office and the Probation Department are committed to conducting validated risk/need

assessments to identify criminogenic needs and to reduce risk of re-offending through the development of individualized program plans. A weekly orientation for new arrivals at Rountree has just been implemented. Currently, for short-term offenders, the focus is on re-entry readiness with the goal of developing an individualized re-entry plan for each offender. For longer term inmates, the focus is on enhancing opportunities to engage and consistency of commitment to participate.

AB 109 Offenders: The Probation Department's officers serve as the lead case managers for all AB 109 individuals, being the responsible agency for providing risk and needs assessments for all 1170 (h) offenders sentenced to County jail within the first 14 days after sentencing. Correctional case plans are drafted for each individual, aimed at providing the appropriate programming while in jail. Additionally, re-entry and supervision plans are developed for each individual near the end of his/her in-custody sentences. Offenders who participate in the CAP are interviewed prior to release and needs are evaluated for alternative forms of custody as to create an individualized re-entry plan for each person, including referrals to programs associated with mandatory terms of probation.

PS: 1.03 Describe what least restrictive alternatives have been put in place to address the needs of the population intended to be served by this proposal.

The primary alternative program addressing the needs of the population intended to be served by this proposal is the Sheriff's CAP program. All eligible in-custody offenders are evaluated for participation in the CAP program within 14 days of incarceration, and in line with the least restrictive philosophy, CAP will continue to be the preferred response for sentenced inmates meeting the criteria threshold. The 64-bed minimum-security unit will work in concert with, not in place of, the CAP program, and will offer a less restrictive setting than secure jail. The building will be staff-secure, with residential grade construction, unlocked bedrooms, more normative furnishings, and program intensive.

PS: 1.04 Describe the gaps and deficiencies in current programming for custody and non-custody offenders, and which of these gaps or deficiencies will be addressed with proposed program space construction funding.

The provision of programmatic activities to the in-custody population is hindered by several factors: a staff-intensive centralized program delivery model, making delivery and inmate access to programs inconsistent, particularly at the overcrowded Main Jail; and the insufficiency/inadequacy of available programmatic spaces. Originally built to accommodate short-term inmates whose average length-of-stay was measured in days, none of the County correctional facilities is designed or well-suited to accommodate programs for long-term low-level offenders and parole violators in the wake of realignment. The limited program space does not allow for multiple service needs to be addressed in the appropriate dosages, or for programs to occur simultaneously. With additional space as provided in the renovated program building (X-building), additional programs are envisioned to address the profile of the sentenced population to be served, including vocational training, family reunification, crime-specific, restorative justice programs, and more offerings in Spanish. On-site offices for the Probation Department and service providers will allow for better coordination of the individualized case plan, addressing criminogenic needs with the wraparound support services of a multi-disciplinary team.

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

The Sheriff's Office recently conducted a comprehensive inmate needs assessment (2013) through surveying a representative sample of the in-custody population and conducting focus group interviews. Significant needs were identified with regard to substance abuse education and treatment, employment readiness, and mental health, with the results further emphasizing the need for comprehensive release readiness services and programming aimed to support in-

custody emotional and psychological well-being. Similarly, the Probation Department has assessed the specific needs of the 1170 (h) population, a group largely targeted by the new facility and programs, as predominately high- or medium-risk (53% and 38%, respectively) and mainly in need of programming that targets substance abuse and criminal orientation/thinking. Additional needs were identified with regard to employment readiness, peer networks, aggression, education, and critical thinking. These assessments support the need for continued monitoring of program effectiveness and inform the development of new programs and services, such as those planned for the new R&R project.

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

At present, program space is sorely lacking in the Main Jail and at the Rountree Medium facility.

Main Jail: Program space is limited to one visiting room, two classrooms, and four interview rooms used for individualized case management and tutoring, for an ADP of around 350 inmates. This results in limited access, insufficient dosage, and sporadic program offerings.

Rountree Medium Facility: Program space is limited to two classrooms for 96 inmates. The lack of a security perimeter fence prohibits the extensive use of a detached modular classroom and inhibits opportunities for outside training on the grounds, such as gardening or horticulture. There is no space for vocational training.

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

The County is committed to utilizing pre-trial release and other alternatives to incarceration programs as key components of its criminal justice system. While in custody, inmates will be periodically re-assessed to identify candidates eligible for alternative placements either inside (R&R Unit) or outside (CAP program, upon completion of a third of their sentence). This is in line with the Sheriff Office's philosophy of reserving the most secure beds for those who pose

the greatest risk to the community. In sum, the new R&R facility will be used in conjunction with, not in place of, ATI programs to assist in managing the jail population by moving inmates down and through the continuum. Inmates released to alternative community supervision will be better prepared through initial programming at the R&R facility.

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

The most sustainable jail population management strategy is one that reduces bedspace demand through reduced recidivism. Evidence-based practices demonstrate that inmates must be exposed to the right kinds of programs at the right dosages if they are to successfully transition from jail to the community. The limited number of program-dedicated spaces in the jail and Rountree Medium make it virtually impossible for practitioners to provide the recommended programs and services to a longer-term sentenced population. Identified program needs that will be accommodated in the proposed R&R facility include expanded educational classes, work and training opportunities to support release-readiness (e.g., employment-readiness, culinary and gardening programs, food service and forensic peer support certifications, computer literacy and small business series); services and programs to strengthen community and family ties (e.g., community engagement/restorative justice programs and family reunification programs); additional cognitive behavioral and other therapeutic curricula for targeting substance abuse, mental health, well-being, and criminal lifestyles (e.g., seeking safety and substance abuse education, yoga and mindfulness-based stress reduction, Spanish versions of MRT and Thinking for a Change, anger management and RISE Phase III programs, theft prevention. and DUI treatment programs).

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

addition to an existing facility, or space that is being remodeled.

The proposed R&R facility is an expansion at the existing Rountree campus site comprised of the following major components. A full description of the spaces is detailed in the County's Needs Assessment and the Architectural Program Statement for this project and illustrated in the diagram below.

was deemed inefficient both in terms of the desired environment and cost. The unit is comprised

of 64 single occupancy bedrooms along the lines of a more normalized living environment. The design will be a mezzanine-style configuration, with the rooms organized around a large common dayroom which provides space for passive recreation, informal group interaction, dining, and other activities. The dayroom provides direct access to toilets, showers, beverage, and laundry alcoves, and to the contiguous outdoor recreation area. Study carrels and a separate program room for group counseling and educational activities are provided within the housing unit. The unit will be designed and operated under principles of direct supervision, to provide appropriate inmate management, to maximize staffing efficiency, and to support positive interaction between staff and inmates geared toward positive behavioral change. A normalized environment will be realized through architectural choices and materials so as to enhance inmate well-being and cue appropriate behavioral expectations that support community re-entry. An adequate number of ADA beds will be provided within the unit.

Expansion and Renovation of Program Spaces (remodel existing X-building:) Adjacent to the Rountree Medium facility, the X-building provides sufficient space, is in reasonable condition, and will provide significant cost savings and operational efficiencies, as the programmatic areas will be easily accessible from the new unit and linked to the existing medium-security facility. The newly configured spaces will support a multitude of activities. Classrooms, smaller group rooms, and private interview/counseling rooms will be all part of the centralized program area, equipped with audio/visual technology and computer capabilities. Ample space for a variety of vocational training (e.g., gardening, warehousing, culinary, etc.) will also be provided as part of the new R&R facility. As described in the Architectural Program Statement, the Rountree facility, “with its open span construction and central site location, can sufficiently provide program and service space for the projected 160 inmate population with a moderate amount of remodeling.”

Security System Upgrades: The security electronic systems at Rountree are antiquated and need to be upgraded, especially in light of expanded capacity and circulation at the site. Improvements to the Central Control room at Rountree include modifying the fire alarm system, adding new networking, adding new interior cameras. In addition to building access and door controls at the medium facility, these upgrades will allow central control staff to provide

monitoring of all officer and inmate movement throughout both facilities and all facility grounds as well as monitoring of the parameter fence line surrounding the site.

Security Perimeter Fence: Rountree does not have a secure perimeter fence, limiting the movement of inmates outside of the facility for programming. Constructing a secure perimeter fence provides the security necessary to allow inmates residing in the medium-security facility to circulate to the program building unescorted, for greater program participation.

Core and Ancillary Spaces: Other upgrades at the existing Rountree facility are anticipated, to support an overall increase in the population on the site. These include expanded storage space and the relocation of the Vehicle Sallyport, Kitchen, and Laundry to support a new service core.

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

The physical configuration, crowding, and general lack of minimum security beds and programming at the Main Jail, coupled with the introduction of AB109 inmates into the County system, created a critical gap in the corrections continuum: meaningful preparation for community transition for sentenced offenders. The planning team analyzed the current elements of the system county-wide and determined that a new R&R facility would best be served at the Rountree site, the County's correctional campus in south Santa Cruz. The site includes a minimum-security facility (the X-building), depopulated in 2010 due to budget cuts. The Rountree Medium facility, constructed in the mid 1990's, is of dormitory-style direct supervision design, but program opportunities are limited for the 96 male offenders residing there. The Rountree campus site provides an optimal location for the proposed R&R facility. Demolishing one wing of the existing X-building provides adequate land for the construction of the new 64-bed minimum security housing unit; and the remainder of the building can be remodeled for programs. Determining that the existing barracks were not conducive to modern corrections design and operations, the planning team envisioned a new housing concept: an open plan,

mezzanine-style configuration with single rooms organized around a common dayroom. The environment will be normative, staff-secure, and residential grade in construction. A detailed Architectural Program Statement was developed to define operational and square footage space requirements for the project.

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

Construction of Minimum-Security Beds (64-bed unit) for the sentenced population, including AB 109 inmates. The lack of minimum-security beds has been discussed previously.

Remodeling the X-building for Programs allows for the provision of meaningful, evidence-based programs that address criminogenic factors and support successful community re-entry.

Construction of a Security Perimeter Fence secures the site and gives residents of Rountree Medium access to programs in the renovated program building and on the campus grounds.

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

The addition of minimum-security beds completes the County's corrections continuum from secure incarceration to community release and supervision. A corollary outcome is the reduction of jail crowding system wide, a benefit to both inmates and staff. The type of construction (staff secure, residential-grade construction) is more normative than the secure and crowded jail downtown, providing a physical environment more conducive to positive behavioral change and it is less expensive to build. The housing unit design keeps inmates actively engaged, even when on the unit. Short-term benefits include a reduction in inmate idleness, replaced with meaningful programs and services, as it is anticipated that inmates will be engaged in activities from sun-up to sundown both off and on the housing unit. Long-term benefits include the reduction of recidivism over time, reducing the number of inmates re-entering the system, related jail bedspace demand, and the associated costs to the County.

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

No new correctional staff positions will be required. The anticipated staffing need will be met by reassigning current staff positions more efficiently as follows:

- The four correctional officers assigned to the existing X-building will be maintained upon conversion into a programs building, and they will also provide supervision of the new housing unit. It is anticipated that inmates will be in programming the majority of the day.
- The new staffing plan calls for re-assigning one additional rover officer at the new facility to work with the rover at the Rountree facility; both will assist with movement and provide cross coverage between facilities to cover emergencies and times of heavy work load.

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

The County, with the assistance of a correctional planning and programming consultant, has developed a comprehensive Architectural Program Statement detailing the plans for the new facility, including the number and types of spaces required to support the programmatic objectives of the R&R facility. The planning team, including representatives from the Sheriff's Office, Probation Department, and community service providers, analyzed the existing program offerings at Rountree and developed a continuum concept to serve all offenders residing at Rountree. The planning team analyzed the adequacy and variety of spaces to serve the programmatic needs and mission of the R&R facility and tested those program needs with daily schedules in order to ensure that every offender would be occupied with educational, vocational, and other treatment services for a full day of activities targeted to address criminogenic needs and re-entry.

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

The creation of a housing unit adjacent to a centralized programs building creates a therapeutic, program-oriented environment to enhance engagement in rehabilitative support services. The addition of two classrooms, three group rooms, multipurpose, and vocational space will accommodate program needs and allow programming to occur in a variety of settings based on the nature of the services being provided. Dedicated office space will enable the Probation Department, as well as community-based organizations, to have an on-site presence which strengthens case management approach, provides wraparound services of a multi-disciplinary team, and supports the seamless transition to community supervision.

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

The existing X-building is an asset in this proposal. The space can be effectively repurposed for academic and vocational education, counseling, and support services as described elsewhere in this proposal. The following spaces will be provided: three group rooms, three classrooms, two interview rooms, one testing room, and two vocational educational spaces with expansion capability. Additionally, four video visiting stations, two indoor recreation rooms, two interview/counseling, and one program room are provided on the housing unit.

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

Daily life at the R&R Unit will be program/treatment-oriented and structured with intensive programming and work assignments to accommodate a rich day of activities based on the individual case plan. Daily program operations will be coordinated by the Sheriff Office's program coordinator, assigned full time to the Rountree campus site. Programs and services will be provided by the 15 community-based organizations that are currently contracted by the Probation Department to provide in-custody and out-of-custody programs. Program spaces will be utilized by multiple service providers depending on nature of services and group size. A daily

schedule will be established based on program dosage, indicating room utilization and scheduled times for each program offering.

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

Greater quantity and type of program spaces to accommodate a variety of community service providers and volunteers, allowing a broader span of programming to serve a wider population, including provision of EBP programs consistently and in required treatment dosages; improved re-entry preparation; less idleness and greater engagement in positive and productive programming; ability to support family-reunification; an overall normative environment supportive of rehabilitation and re-entry needs; and improvement of job-readiness and retention through vocational, educational, certification, and training opportunities.

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

The County custody management goals are to provide the proper separation of inmates based on risk and needs. By adding minimum-security beds to its continuum, secure detention beds will be reserved to those inmates requiring a more restrictive setting. This is in line with the County's philosophy of a less-restrictive setting based on objective-based assessment and classification and will eliminate the current mix of classification custodies within the same unit, providing for a safer and more manageable environment. Providing a rehabilitative setting for those in custody supports successful re-entry and reduces recidivism and bedspace demand in the long term.

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

The CCP has recognized that realignment will result in more inmates at the County level

spending longer periods of time in custody. This will require a coordinated effort to provide services that begin with incarceration and continue outside through community supervision. The proposed R&R facility will provide an appropriate housing and programmatic environment for this population, recognizing the long-term nature and criminogenic needs of these non-violent, non-sexual, and non-serious offenders.

B: 3.03 Describe the use of, or plans to use, offender assessment(s) and other interventions to address jail population management, including objective tools or instruments to manage the offender population, such as pretrial assessments, etc.

In Santa Cruz, the Probation Department's pre-trial unit is in charge of conducting evaluations and producing recommendations for potential pre-trial release. The pre-trial unit utilizes the validated Virginia Pretrial Release Risk Assessment Instrument (VPRAI). The Probation Department also assesses all incoming 1170 (h) inmates using the Correctional Assessment and Interventions System (CAIS) to inform the development of correctional case management plans and re-entry plans. For those remaining in custody and not falling under the 1170 (h) category, classification is conducted by the Sheriff's classification unit, using the objective-based Northpointe classification instrument. Inmates are classified as minimum-, medium-, or maximum-security, with additional alert codes specifying needs for special housing.

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

The County has continuously experienced overcrowding in its jail system. While Rountree Medium has seen its population increase beyond capacity since the closure of the minimum-security jail farm in 2010, the Main Jail has been consistently crowded, despite overall decline in ADP and use of alternative programs to place offenders under community supervision in lieu of jail. A recent uptick in ADP figures suggests that the impact of realignment is already

being felt. State projections estimate that the realignment initiative is expected to add 95 inmates to the County's baseline ADP, at full implementation. Currently, the jail is receiving about 7 1170 (h) admissions a month, on average, and there were 62 such inmates in the Sheriff's custody at the time of this submission (50 in the jail and 12 out on CAP). This is exclusive of those returned to jail for violating community supervision or parolees. Sufficient minimum-security beds are needed now and in the future to provide an appropriate housing environment and program for long-term offenders. The capacity of the proposed R&R facility, 64 beds, is in line with current and expected trends. Additionally, the planned *type* of beds, minimum-security and program intensive, aligns with the CCP's planned intention to create protocols, policies, and programs that respond to specific inmate needs.

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

The County maintains a focus on rehabilitation and service continuation through varied cross-agency partnerships, always with an eye toward ensuring public safety and supporting re-entry success. In response to realignment, the County added to its strong ATI through the implementation of the CAP, which particularly targets the new 1170 (h) population and has, to date, managed hundreds of offenders in the community through electronic monitoring and a work release program. The new facility will provide programs and services focused on rehabilitation and successful re-entry, reducing recidivism and future bedspace demand. The proposed program space is central to the rehabilitation and re-entry environment at Rountree that is part of the County's corrections continuum.

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

Reducing recidivism among the AB109 population requires multiple, intensive services that address assessed criminogenic needs and provide the total dosage required to produce lasting

behavioral change. For this reason, the CCP plan prioritizes services both in-custody as well as in the community following release, with services driven by individual assessment and linked through an assertive forensic case management model. In-custody programming, whether based on individual, group, or class formats, requires adequate, dedicated space not currently available on a scale equal to the level of resources already dedicated to the target population. The proposed program space expansion and renovation will enable the CCP to fully implement its existing array of services and supports.

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

As many programs as possible will be in both English and Spanish, including the following:

- Academic Education (GED, ESL, Spanish, college preparation)
- Vocational/Technical Education (horticulture, warehousing/inventory, culinary, food service, forensic peer support, computer literacy, small business series)
- Cognitive Behavioral Therapy (moral reconnection therapy, Thinking for a Change, Seeking Safety, DUI, DV, theft prevention, gang desistance mentoring, restorative justice)
- Substance Abuse Treatment (AA, NA, Life After Addiction, Seeking Safety)
- Religious and Health/Well-being (Therapeutic recreation, faith-based programs, art, music)
- Family Re-unification (visitation, counseling, parenting classes)
- Release-Readiness and Transitional (Community engagement, exit planning, Friends Outside and Benefits Assistance, Reclaiming Integrity Self Awareness and Empowerment (RISE), workforce re-entry, life skills, housing support)

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

Best practice supports early assessment, engagement, and re-entry planning that includes a continuity of programs, curriculum, and staffing between in-custody and community-based

services. Flexible, on-site office and classroom space will allow a variety of providers to develop relationships and to incorporate a structured case management approach with inmates while they are in custody. Continuity of care following release is critical to maintaining engagement for successful re-entry, and the CCP model encourages in-custody curricula delivery to be synchronized with community-based services to eliminate any waiting period following re-entry. The variety of program spaces provided support step-up and step-down services linked to behavioral expectations and adapted to various lengths-of-stay for inmates residing in both the 64-bed R&R facility and the existing medium-security facility at Rountree.

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

The R&R facility is a shared effort of the Sheriff's Office, the Probation Department, and the AB109 Service Provider Network (SPN), which is made up of 15 community-based organizations providing services in the program curricula previously described. These providers were chosen based on their commitment to evidence-based services and willingness to work flexibly within a collaborative model. Monthly meetings provide an opportunity for addressing implementation and policy issues, as well as service planning and cross-training among direct service staff. The CCP is committed to reconfiguring services to provide expanded in-custody programming linked to community-based supervision and services. Probation staff assigned to the facility will coordinate and monitor re-entry planning and community supervision in partnership with SPN providers.

PS: 3.06 Describe the sources of financial support (i.e., Medi-Cal, other federal sources, etc.) that will be accessed to aid in the delivery of programs.

The CCP has reaffirmed its commitment to allocating one-third of AB 109 funding received by the County towards intervention services to address criminogenic needs linked to recidivism. In

FY 2013-14, this third is approximately \$1,977,400. This funding is allocated to a distributed network of providers based on an extensive planning process by the CCP that made use of needs assessment data from the initial AB 109 cohort. Additional support for service delivery has come from the inmate welfare fund, as well as County general funds supporting County agencies and substance abuse services. Implementation of the Affordable Care Act (ACA) promises to expand Medi-Cal coverage to many adults in the criminal justice system. Although coverage will remain limited for those still in custody, ACA is expected to be a significant resource for mental health and substance abuse treatment funding for re-entry. In anticipation of this, the CCP has allocated AB109 treatment funding for a new full-time County position to conduct benefits eligibility outreach in the jails, along with preliminary assessment for mental health and substance abuse needs.

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

The Probation Department will use the CAIS instrument for assessing criminogenic risk and need within the first 14 days of incarceration. The in-custody case plan is determined by the top three identified needs, and program assignment and dosage is assigned accordingly. A formal evaluation is conducted every 30 days, as benchmarked in the 1170 Manual, including a determination of readiness for transfer to the Rountree campus, taking into account the inmate's personal commitment and accountability to programming. Once released, community-supervised offenders will continue with their case plan, under the supervision of the Probation Department.

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

National Institute of Corrections' research points to the following eight principles, which when taken together, increase the likelihood of offender risk reduction. 1) Assess Actuarial Risk/Needs, 2) Enhance Intrinsic Motivation, 3) Target Interventions, 4) Skill Train with Directed Practice, 5) Increase Positive Reinforcement, 6) Engage Ongoing Support in Natural Communities, 7) Measure Relevant Processes/Practices, 8) Provide Measurement Feedback. Evidence-based practice adheres to four key principles. The **Risk Principle** is the prioritization of supervision and treatment services for offenders at higher risk of re-offending. The **Need Principle** directs intervention resources to address primarily those areas which are directly linked to criminal behavior. The **Responsivity Principle** requires that service delivery match specific characteristics of individuals in order for them to benefit. The **Dosage Principle** directs re-entry programs to provide a minimum of 200 hours of direct client services to high-risk populations in order to achieve measurable reduction in recidivism. The R&R facility will be the cornerstone of a full correctional continuum that is guided by these evidence-based principles and practices. Enhanced facility space will allow for assessment, motivational enhancement through step-up and step-down services and other behavioral rewards, adequate space for extensive skills training and practice, and continuity of care between in-custody and community-based services, curriculum, and staff. All services will be based on assessed criminogenic need, targeted to high- and moderate-risk offenders, provided at an adequate level of dosage, and will be responsive to characteristics such as culture, language, gender, literacy level, and readiness for change. All SPN (Service Provider Network) providers are required to submit comprehensive, on-going data to the Probation Department, which tracks service delivery, engagement, and program-specific outcomes. The Probation Department also tracks all criminal justice outcomes (arrest, incarceration, probation violation, re-conviction, etc.) for a minimum of three years following community release. The CCP has developed an intensive model for program evaluation, utilizing the Risk and Responsivity (RNR) Simulation Tool developed by

the Center for Advancing Correctional Excellence at George Mason University. This tool combines provider self-assessment with direct observation of all services, data-driven treatment matching, and tracking of individual outcomes. Implementation of the RNR tool is part of Santa Cruz County's Justice Reinvestment Initiative, funded by the bureau of justice assistance to enhance the effectiveness and cost-efficiency of the local criminal justice system. Additional evaluation of services will be supported by the Pew-MacArthur Results First Initiative, which will provide consulting economists to identify cost savings associated with service outcomes.

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

All service providers are required to maintain staff with appropriate training and credentials to provide contracted services. Probation staff are trained and certified in the delivery of the CAIS assessment, as well as Motivational Interviewing and the Effective Practices for Community Supervision (EPICS), developed by the University of Cincinnati. All substance abuse treatment providers are licensed by the State of California and certified by County alcohol and drug programs. Mental health, adult education, and conflict resolution staff all maintain the required professional licensing and certification. All SPN direct service staff receive monthly training in the areas of evidence-based practice, effective re-entry support, cognitive-behavioral interventions, and assertive forensic case management. The CCP provides support to train and certify all staff providing CBT curriculum.

PS: 3.10 Describe the target population and estimated numbers of individuals to be served daily and in the program space. Describe how you arrived at those estimates.

The primary target population to be served in the program space is sentenced inmates residing in the 64-bed minimum security facility at Rountree. It is anticipated that the majority of this population will be comprised of AB 109 inmates. All 64 inmates are expected to be fully

engaged in programs and services throughout the day, and there are sufficient and varied spaces on the housing unit and within the re-purposed programs building. The new program spaces are also intended to serve medium-security population at Rountree (96 inmates). The table below demonstrates how the project supports delivery of multiple programs with multiple inmates simultaneously. Although the two facilities combined have a rated capacity of 160 beds, at any given time, program spaces could accommodate a total of 177 participants.

Program Space	Quantity	Capacity	Total Served
64-bed Housing Unit			26
Interview/Counseling	2	1	2
Program Room	1	8	8
Indoor Recreation Area	2	8	16
Program Building			124
Classroom	3	12	36
Group Room	3	8	24
Interview Room	2	1	2
Testing Room	1	2	2
Vocational Room	3	12	36
Landscaping & Horticulture	1	8	8
Gardening	1	8	8
Food Service Training	1	8	8
Rountree Medium			27
Classroom	2	12	24
Interview Room	3	1	3
TOTAL AVAILABLE PROGRAM SLOTS			177

Annual estimates are derived based on the number of residents and a presumed program cycle duration. For inmates residing in the 64-bed minimum security unit, an average 12-month cycle is presumed. This translates into 64 participants annually. For inmates residing in the medium-security facility, it is presumed that one unit will provide shorter term programming (3-6 month cycle). This translates into 96-192 participants annually.

4. ADMINISTRATIVE WORK PLAN

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

The County began planning for the project prior to the release of the State of California SB 1022 Request for Proposals in November 2012. A team of consultants, Sheriff's Office personnel, and County department representatives met to assess the Sheriff's Office's needs and study alternatives for the construction of the facility. A Needs Assessment and an Architectural Program Statement have been developed and are included in the application. The consultants, Sheriff's Office personnel, and County representatives have committed time and resources to prepare for the initial phase of the SB 1022 application process to meet the four preference criterion (commitment of adequate County contribution funds, initial real estate due diligence, California Environmental Quality Act (CEQA), and authorization to execute the financing program) and architectural pre-design. If the Sheriff's Office is conditionally awarded SB 1022 funding, the project will be administered and managed by a team from the Sheriff's Office, general services, planning, department of public works and the County administrative office. The team currently consists of a manager from the Sheriff's Office, Lieutenant Shea Johnson; the County Construction Administrator Nancy Carr-Gordon, Project Financial Officer Kathy Samms, and members from a private consulting firm for architecture pre-design and engineering. This team will administer and oversee design and construction activities for the duration of the project.

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

The Sheriff's Office completed a collaborative Architectural Program Statement for the new Rountree R&R facility, including space programming, operational planning, staffing, project schedule, and proposed massing diagrams. A Needs Assessment has also been completed. Both

documents are included in the County's application package. Upon notice of conditional award, the County is prepared to hire a criteria architect to commence with developing performance criteria and to validate the proposed massing diagrams and operational program statement. The County is pursuing the funding preference and has met the four preference criteria:

1. Commitment of adequate County contribution funds.
2. BSCC Initial Real Estate Due Diligence Package submittal.
3. Documentation evidencing CEQA compliance has been completed.
4. Review of an authorization to execute finance program and project documents.

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

The County is prepared to proceed with the Rountree R&R facility once the conditional award has been received by the BSCC. Referencing the Request for Proposal's "Project Timeline – Design-Build," the County has accomplished the following:

1. Developed a project schedule.
2. Produced proposed massing diagrams.
3. Completed CEQA (received notice of exemption).
4. Completed the BSCC Real Estate Due Diligence checklist.
5. Provided County contribution funds documentation.
6. Received Santa Cruz County Board of Supervisor's Resolution.

In terms of program planning, the County's CCP was formed in 2011 as a foundation for the planning efforts. The Probation Department has contracted with 15 community-based providers who currently provide 27 programs and who are poised to expand services to address the gaps noted in previous sections of this submittal. The Probation Department has established a dedicated unit for the AB 109 population and is hiring a full-time position to conduct mental health and substance abuse assessments for the in-custody population. The Sheriff's Office has hired a full time program coordinator for the Rountree campus to coordinate all program services

operations for the medium-security facility and the proposed new 64-bed R&R Unit populations.

4.04 Describe the construction project timeline.

The proposed construction timeline is as follows: Upon conditional notice of award from the BSCC, the County is poised to hire a criteria architect by March 2014. The criteria architect can produce performance criteria and an operational program statement by June 2014. The County will commence with the Request for Qualifications (RFQ) for a design-builder by mid-March 2014. The RFQ process is estimated to complete by June 2014. Subsequently, the County plans to shortlist qualified design-build teams and commence with the Request for Proposal process from December 2014 to April 2015. The County plans to issue a notice to proceed to the successfully awarded design-build team by March 2015. It is estimated that the design-build phase will take approximately 18 months, from May 2015 to January 2016, including design, construction, commissioning, transition and activation, and move-in.

**Santa Cruz County - Rountree Reentry & Rehabilitation Facility
Project Timeline**

		2013	2014	2015	2016
		O N D	J F M A M J J A S	O N D J F M A M J J A S	O N D J F M A M J J A S O
Project Start-Up	4 months				
Task 1 SPWB Meeting - Establish Project	4 months				
Task 2 SPWB MEETING - Right of Entry	2 months				
BSCC Performance Criteria Review	8 weeks				
Task 3 SPWB Meeting - Approval of Performance Criteria	1 month				
Task 4 Pooled Money Investment Board - Loan Request	4 months				
Task 5 Finance Action to Approve Request for Proposals	6 weeks				
Task 6 Finance Action to Award Design Build Contract	5 weeks				
BSCC Plan Review	8 weeks				
Select Criteria Architect	2/2/2014-3/2/2014				
Develop Performance Criteria	3/15/2014-6/1/2014				
Select Design Builders	3/15/2014-6/1/2014				
Design Development	6/1/2014-10/1/2014				
Staffing	4/1/2014-6/1/2014				
Contract Documents	10/1/2014-4/15/2015				
Construction Bids	11/1/2014-4/15/2015				
NTP	4/1/2015-5/1/2015				
Construction	5/1/2015-11/1/2016				
Occupancy	11/1/2016-1/1/2017				

5. BUDGET REVIEW AND REASONABLENESS

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

Santa Cruz County is requesting state financing in the amount of \$24,635,000 for the planned

construction of this project. The County believes this a reasonable request given the project scope, the utilization of existing County correctional physical plant and infrastructure resources, and the anticipated beneficial outcome. The size and specifics of the construction project were established during a collaborative architectural program and planning effort, where the County developed a planning concept to provide minimum-security housing, expand inmate programs and services, and improve the security infrastructure at the Rountree campus site. These capacity and programmatic upgrades were deemed necessary to adequately address the housing, rehabilitation, and re-entry needs for the AB 109 population. A detailed space program was produced, with appropriate square footage based on Title 15 and 24 requirements. A programmatic cost estimate was generated (\$/square foot) based on the anticipated level of construction and for new and renovated spaces, as well as all other major project costs (i.e., underground utilities, demolition site work, construction fencing, etc.) to be expected during design and construction. The construction cost estimate used relevant project cost data, and key Sheriff's Office personnel provided review and input. Additionally, this cost model accounts for general overhead and management costs, i.e., project management costs. The cost model generated was influential in developing the budget summary table in Section 2.

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

The jail system has no true minimum-security beds and limited meaningful program space. The proposed project, estimated to cost approximately \$24 million, will provide a 64-bed minimum-security unit and ample program space, allowing the Sheriff's Office to achieve its goal of rehabilitation and successful re-entry for the long-term population in local jail custody. Inmates residing in the Rountree R&R facility (including newly assigned AB 109 inmates) will receive intensive programming to address criminogenic factors, educational and training needs,

and support services administered by a multidisciplinary team of professional and volunteer service providers as coordinated by the Probation Department and under the direction of the facility program coordinator. Benefits of the construction include:

1. Preparation of offenders to become productive members of the community.
2. Reduced crime and improved public safety in the community.
3. Saved taxpayers dollars through reduction of jail bedspace demand.
4. Addition of minimum-security beds, providing a homogenous population focused on treatment and re-entry goals in an environment conducive to positive behavioral change.
5. Added capacity to relieve some of the severe overcrowding at the Main Jail
6. Staff-efficient design and operation. .

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

1. Use of County-owned land saves time and money associated with land acquisition
2. Utilization of existing core services at Rountree, including the kitchen, laundry, rather than building new, redundant spaces.
3. Repurposing of the existing X-building to a program building is less costly than new construction, and its location provides access to a larger number of inmates.
4. Creative reassignment of staff so there will be no increase in staffing positions/costs.
5. Expansion of the existing corrections campus maximizes existing infrastructure resources with limited development costs (sewer, water, power).
6. Construction of the new 64-bed minimum security housing unit with affordable quality methods and materials (college-quality rather than jail quality).
7. Project cost and state funding request well below the \$40,000,000 maximum.

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

Other sources of funding include the State Criminal Alien Assistance Program (SCAPP), a federal reimbursement that offsets annual operating budget by funding correctional officer salary associated with housing of non-U.S. citizen inmate population, and inmate welfare programs, supplies, and equipment funded through commissary and pay phone profits.

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

This project will provide inmates with a meaningful re-entry and rehabilitation program. Using evidence-based practices and programs tailored to positive behavioral change and successful community transition, the proposed facility will provide participants with the necessary skills and confidence not to reoffend. From a cost perspective, implementing the re-entry and rehabilitation program makes good, reasonable financial sense, because fewer inmates returning to the system translates into cost savings in the long term. According to a BSCC study dated September 14, 2012, the average per diem cost of housing an inmate in Santa Cruz County Jail is \$103, or \$37,595 per inmate annually. The re-entry and rehabilitation program will serve 64 inmates, with additional inmates able to benefit from the newly improved programmatic components. In 20 years, the program would likely have graduated 1280 inmates (64 inmates x 20 years assuming a 12-month program cycle). If the program reduces recidivism rates to 50% (10-15% below reported state prison recidivism rates), this amounts to 640 inmates not returning to the County correctional system. This translates into a “cost avoidance” potential of approximately \$24 million dollars over the course of 20 years ($640 \times \$37,595 = \$24,060,800$), without factoring in inflation.



County of Santa Cruz

BOARD OF SUPERVISORS

701 OCEAN STREET, SUITE 500, SANTA CRUZ, CA 95060-4069
(831) 454-2200 • FAX: (831) 454-3262 TDD: (831) 454-2123

JOHN LEOPOLD
FIRST DISTRICT

ZACH FRIEND
SECOND DISTRICT

NEAL COONERTY
THIRD DISTRICT

GREG CAPUT
FOURTH DISTRICT

BRUCE MCPHERSON
FIFTH DISTRICT

October 23, 2013

Dear BSCC Review Committee:

As the Chairperson of the Santa Cruz County Board of Supervisors, I am pleased to provide you with the County's completed initial package of documents in support of our application for funds distributed under the SB 1022 Financing Program. I believe our staff has provided all of the necessary information and draft documents requested as a part of the application process, including the Board of Supervisors resolution in the form that was provided to us with the application package.

As is evident from the details of the County's application, the County intends to use the land underlying the Project as part of the County's cash contribution funds or match for the Project. However, I wanted to make sure to bring to your attention that the land underlying the Project is currently partially encumbered by obligations that are specifically set forth in the Title Report. Please be assured that if any of the current obligations are of concern, we will work with you to remove them or provide an alternate match in order to assure that the County's application is in full compliance with your requirements.

Thank you very much for the opportunity to compete for these funds. We look forward to working with you to implement this exciting project.

Sincerely,

NEAL COONERTY, Chairperson
Board of Supervisors

NC:ted

1972A6

RESOLUTION NO. 226-2013**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA CRUZ TO
AUTHORIZE SUBMISSION OF AN APPLICATION FOR SB 1022 ADULT LOCAL CRIMINAL
JUSTICE FACILITIES CONSTRUCTION FINANCING PROGRAM**

WHEREAS, the Santa Cruz County Main Jail is operating at capacity and the County has a need for additional and improved custodial facilities; and

WHEREAS, the State of California has made a lease revenue bond financing program available to construct and renovate adult local criminal justice facilities through the SB 1022 Adult Local Criminal Justice Facilities Construction Financing Program ("the SB 1022 Financing Program"); and

WHEREAS, eligible facilities may include any custodial housing, reentry program, mental health, or treatment space necessary to manage the adult offender population under the jurisdiction of the sheriff or county department of corrections through SB 1022; and

WHEREAS, the County of Santa Cruz, (the "County") has selected the Rountree Facility as an appropriate site for construction and renovation;

NOW THEREFORE, the Board of Supervisors of the County of Santa Cruz resolves and orders that the Sheriff-Coroner is authorized to submit an application for state bond financing under the SB 1022 Financing Program. As such the Board of Supervisors of the County of Santa Cruz 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, and the attached Certification of County Match 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 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; 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 trustees 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.

BE IT FURTHER RESOLVED AND ORDERED that the County is seeking funding preference for its proposed project within the SB 1022 Financing Program, and, therefore, makes the certifications and assurances that the funding preference criterion are satisfied as follows:

Real Estate Due Diligence. The County is seeking funding preference for submittal of a complete initial real estate due diligence package.

CEQA Compliance. 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.

Authorization of Project Documents. The County is seeking funding preference associated with review of and authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of Santa Cruz County does hereby approve the form of the Project Delivery and Construction Agreement (PDCA), the Board of State and Community Corrections (BSCC) Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. The Chairman of the Board of Supervisors, the County Administrative Officer, and the General Services Director, or their designees (collectively, the "Authorized Officer"), acting alone, is hereby authorized for in the name of the County to execute, and the Clerk of the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the BSCC Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the BSCC or the State Public Works Board to effectuate the SB 1022 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes. Each of the Authorized Officers is authorized to execute these respective agreements at such time and in such manner as is necessary within the SB 1022 Financing Program. Each of the Authorized Officers is further authorized to execute, acknowledge and deliver any and all documents required to consummate the transactions contemplated by the Project Delivery and Construction Agreement, the BSCC Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. The SB 1022 application procedures established by the BSCC require that the Resolution by the Board of Supervisors contain the Project Documents authorized above, and, therefore, these documents are attached as exhibits and incorporated herein, as:

- Project Delivery and Construction Agreement (PDCA)
- BSCC Jail Construction Agreement
- BSCC Ground Lease

- BSCC Right of Entry for Construction and Operation
- BSCC Facility Sublease

5) Names, Titles, and Positions. For the purposes of the SB 1022 financing application and any resulting design and construction, or other project phase, the following County staff will serve as key personnel for this project: Nancy Gordon, the General Services Director, shall be designated the County Construction Administrator; the County's Auditor-Controller, Mary Jo Walker and Kathy Samms, Administrative Services Manager, shall be designated the Project Financial Officers; and Shea Johnson, Corrections Lieutenant assigned to the Jail, shall be the Project Contact Person.

6) Authorization To Sign. Sheriff-Coroner, Phil Wowak, is authorized to sign the SB 1022 Adult Local Criminal Justice Facilities Construction Program Applicant's Agreement, and to submit the proposal for funding.

7) Adherence To State Requirements. The County hereby 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.

8) County Appropriated Funds. The County hereby assures that it has appropriated, the amount of the county cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections; the County acknowledges the need to identify the source of funds for county cash contribution, and assures that the cash match contribution does not supplant (replace) funds otherwise dedicated or appropriated for construction activities.

9) Staffing Assurance. The County certifies that it will safely staff and operate the facility being constructed (consistent with Title 15 of the California Code of Regulations) within ninety (90) days after project completion. The County further agrees to operate, maintain and repair the facility until the State bonds are fully repaid.

10) Leasing Assurance. The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal 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.

11) Project Site Control. The County hereby assures that it has project site control through either fee simple ownership of the site, and right of access to the project sufficient to assure undisturbed use and possession of the site, and will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of the 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.

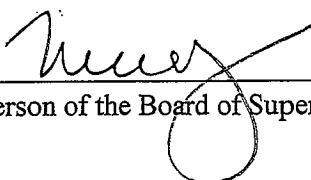
12) Appraised Value. The County attests that the current fair market land value of the County-owned property for the proposed expanded criminal justice facility is \$3,190,000.

13) Project Description: The components of the Santa Cruz County Sheriff's Office SB1022 plan are:

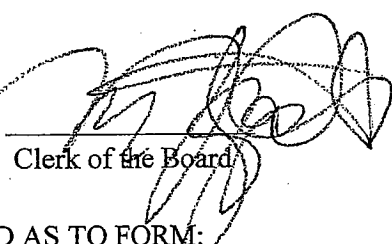
- Improvements to current Rountree Farm Building through renovation and new construction of the current housing unit at that facility to provide intensive re-entry programming. The renovation and construction would include a 64-bed housing unit, for a total housing capacity at the Rountree Facility of 160.
- An instructional program and service space at the Rountree Farm Building, which will be known as the Rehabilitation and Re-Entry Facility, to support re-entry programs and services for a total of 160 in-custody inmates located at the Rountree criminal justice facility. The program and service space will be part of the improvement plan through renovation to the interior of the existing Farm Building.
- Development of a secure perimeter for the Rountree Criminal Justice Facility to allow inmates classified with higher security needs to be placed in the program environment. The security fencing will be installed with grade beam below ground and a poured foundation as to allow the natural habitat of the area to pass through with no environmental impact.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California this 22nd day of October, 2013 by the following vote:

AYES:	SUPERVISORS	Friend, McPherson, Leopold, Caput and Coonerty
NOES:	SUPERVISORS	None
ABSENT:	SUPERVISORS	None
ABSTAIN:	SUPERVISORS	None


Chairperson of the Board of Supervisors

ATTEST:


Clerk of the Board

APPROVED AS TO FORM:

 10/10/13

County Counsel

Distribution: Auditor-Controller, Sheriff-Coroner, County Administrative Office, BSCC (2)

Attachments:

- Project Delivery and Construction Agreement (PDCA)
- BSCC Jail Construction Agreement
- BSCC Ground Lease
- BSCC Right of Entry for Construction and Operation
- BSCC Facility Sublease
- Certification of County Match

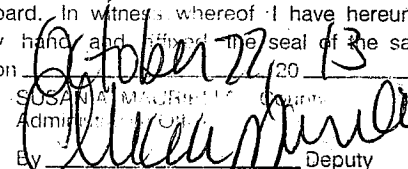
STATE OF CALIFORNIA) ss
COUNTY OF SANTA CRUZ)
SUSAN MAURIELLO, County Administrative Officer and ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing is a true and correct copy of the resolution passed and adopted by and entered in the minutes of the said board. In witness whereof I have hereunto set my hand and affixed the seal of the said Board on <u>October 22, 2013</u>	
SUSAN MAURIELLO	County Administrative Officer
	Deputy

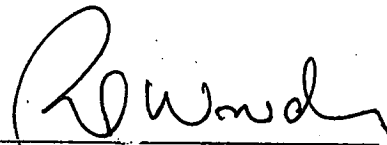
Exhibit 1 – Description of Hard (cash) Match

Santa Cruz County Cash Contribution Table

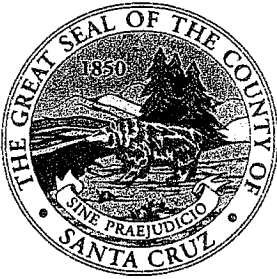
LINE ITEM	COUNTY CASH CONTRIBUTION (FUTURE COST)	COUNTY CASH CONTRIBUTION ALREADY PAID	SOURCE	TOTAL STILL NEEDED FOR HARD (CASH) CONTRIBUTION
CEQA			General Fund	
State Agency Fees	\$34,000		General Fund	\$34,000
Audit(independent)	\$25,000		General Fund	\$25,000
Needs Assessment		\$14,000	General Fund	
		Total \$14,000		Total \$59,000

County Cash Contribution for the Project		Grand Total	\$73,000
--	--	-------------	----------

Certified approval



Phil Wowak
Santa Cruz County Sheriff-Coroner



County of Santa Cruz

Sheriff-Coroner

701 Ocean Street, Suite 340, Santa Cruz, CA 95060
(831) 454-2985 FAX: (831) 454-2353

Phil Wowak
Sheriff-Coroner

October 22, 2013

Board of State and Community Corrections (BSCC)
600 Bercut Drive
Sacramento, CA 95811

To Whom it May Concern:

The Santa Cruz Sheriff's Office is providing the attached proof of funding available within our existing approved 2013/14 County budget to contribute as the required hard (cash) related to SB 1022 proposal.

Sincerely,

Kathy Samms

Fiscal and Administrative Services Manager of all Bureau's of the Sheriff's Office

COUNTY OF SANTA CRUZ
STATE OF CALIFORNIA



AT THE BOARD OF SUPERVISORS MEETING

On the Date of June 21, 2013

BUDGET HEARING Item No. 2
AGENDA

Upon the motion of Supervisor Leopold, duly seconded by Supervisor McPherson, the Board, by unanimous vote, approved Department 66 and all associated Index Codes, including items contained in the Line Item Detail, the Errata, and the Supplemental budget recommendations;

- (1) conducted public hearing on the 2013-2014 Criminal Justice Administration Fee and Jail Access Fee; closed public hearing; accepted and filed report on the 2013-2014 Criminal Justice Administration Fee and Jail Access Fee; and
- (2) ADOPTED RESOLUTION NO. 147-2013 setting the Jail Access Fee and the Criminal Justice Administration Fee effective July 1, 2013;
- (3) approved the master agreement with the Sexual Assault Forensic Examiners (SAFE) Program;
- (4) approved supplemental financial items listed on pages S34-26 through S34-29; and
- (5) with the following additional directions: Sheriff requested to return in January 2014 with report on the staffing study; a presentation outlining the differences between County funding and municipal funding; and an update on Narcotics Enforcement efforts

cc:

CAO

County Counsel

Sheriff-Coroner

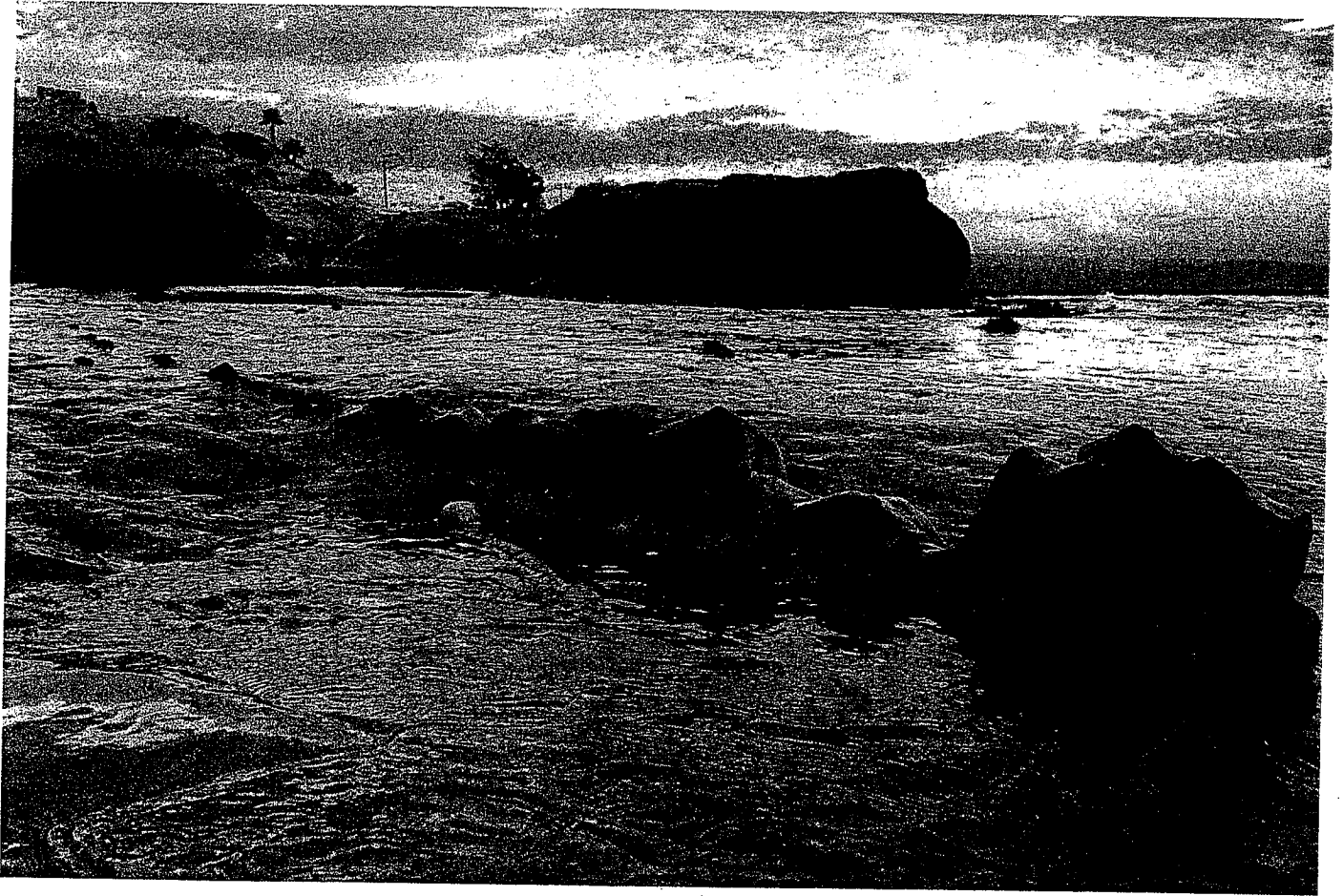
State of California, County of Santa Cruz-ss.

I, Susan A. Mauriello, Ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing is a true and correct copy of the order made and entered in the Minutes of said Board of Supervisors. In witness thereof I have hereunto set my hand and affixed the seal of said Board of Supervisors.

by , Deputy Clerk ON August 05, 2013

Santa Cruz County

**Fiscal Year 2013-14
Proposed Budget**



Presented by
Susan A. Mauriello
County Administrative Officer

CORRECTIONS
Phil Wowak, Sheriff-Coroner
Index Number: 662110-662500

Fund: General
Function: Public Protection
Title: Public Protection

CORRECTIONS BUREAU

Requirements	Actual 2011-12	Appropriated 2012-13	Estimated 2012-13	Requested 2013-14	Recommended 2013-14	Change From 2012-13
Salaries & Benefits	\$17,462,139	\$18,770,260	\$16,864,321	\$17,186,304	\$17,186,304	(\$1,583,956)
Services & Supplies	\$3,717,514	\$4,680,299	\$6,758,045	\$7,172,740	\$7,172,740	\$2,492,441
Other Charges	\$31,689	\$111,758	\$66,890	\$36,761	\$36,761	(\$74,997)
Fixed Assets	\$61,178	\$0	\$0	\$0	\$0	\$0
TOTAL EXPEND	\$21,272,520	\$23,562,317	\$23,689,256	\$24,395,805	\$24,395,805	\$833,488
Less: Revenue	(\$9,905,764)	(\$10,797,272)	(\$11,870,709)	(\$11,647,437)	(\$11,647,437)	(\$850,165)
NET COUNTY COST	\$11,366,756	\$12,765,045	\$11,818,547	\$12,748,368	\$12,748,368	(\$16,677)
Positions		164.50	144.00	144.00	144.00	(20.50)
Positions Unfunded		3.00	0.00	0.00	0.00	(3.00)

The Sheriff's Corrections Bureau is dedicated to providing a high standard of service to the public by providing the secure confinement of persons committed to the custody of the Sheriff in a safe and humane environment. This budget includes cost centers for the five functions discussed in the following pages. The Corrections Bureau endorses the development and use of alternatives to sentencing and incarceration including work release, electronic monitoring, community service, and restitution, and implements innovative programs that promote the return of citizens to the community through job skills development, education, work release, and transitional programs.

The Corrections Bureau maintains the County's three adult jail facilities—the Main Jail on Water Street, the adjacent Blaine Street Women's facility, and the Rountree Medium Security facility in Watsonville. Services to inmates include medical and food services, inmate programs, work release, and alternatives to custody.

The Corrections Bureau is also responsible for transporting inmates to and from out-of-county facilities, from jails to the local Courts, and maintaining security in the Courts pursuant to the requirements of the Trial Court Funding Act and pursuant to the level of service specified by Memorandum of Understanding with the Santa Cruz County Superior Court.

Public Safety Realignment

AB 109 became effective on October 1, 2011. All qualifying low-level offenders convicted of non-serious, non-violent, non-sex offenses now serve their sentences in Santa Cruz County rather than in state prison, which was projected to add approximately 100 additional low-level offenders who would be housed in county jails each year. In 2012, the Corrections Bureau had received and was housing 79 inmates sentenced under AB 109.

The Bureau's approach has been to collaborate with the community and to utilize evidence-based practices, data-driven decision making, and transparent processes to develop and implement a Custody Alternatives Program that includes electronic monitoring and evaluations for pre-trial release. In addition, the Bureau improved the work release program by expanding the eligibility criteria. In order to help manage the inmate population and make sound decisions about how offenders serve their sentences, the Corrections staff implemented a state-of-the-art risk

assessment management system. The risk assessment database enables staff to look at the complete history of an inmate and to identify individuals who may be eligible for the Custody Alternatives Program. Statistics for 2012 for these programs are discussed in the Main Jail section.

CORRECTIONS ADMINISTRATION/PROFESSIONAL DEVELOPMENT AND TRAINING (662110)

The Corrections Administration Division oversees budget preparation and administration, policy development and planning for future projects, is responsible for fiscal policies, purchasing, contract administration, grant development and review, technical oversight of various jail systems, inmate account management and administration of large commissary and inmate telephone systems that serve the jail facilities, and provides for the costs associated with State-mandated training for all Correctional Officers.

MAIN JAIL, BLAINE STREET JAIL, TRANSPORTATION, CUSTODY ALTERNATIVES AND WORK RELEASE (662300)

The Main Jail, located on Water Street in Santa Cruz, houses primarily maximum and medium-security inmates, both sentenced and un-sentenced. The Main Jail is the only booking facility in Santa Cruz County and is used by all local law enforcement agencies in the County. In calendar year 2012, 11,719 persons were booked into the Main Jail. This facility has a State rated capacity of 311 inmates; the average daily population in 2012 was 356.

Next door to the Main Jail is the Blaine Street Facility, which houses minimum-security female inmates. Blaine Street inmates assist with Main Jail kitchen and area maintenance duties, and are offered an opportunity to participate in the Gemma Program. This program is an innovative life skills, rehabilitation and recovery program that seeks to reduce recidivism of incarcerated women. Gemma operates as a program of the Community Action Board (CAB).

The Main Jail is an aging facility housing sophisticated inmates. The facility requires a significant amount of annual maintenance to ensure mandated shelter requirements such as heat, water, electricity, personal hygiene, and laundry as well as basic security requirements such as secure cell doors, recordable cameras, and inmate-safe amenities. A long awaited major roof repair was completed in March 2013. Due to the County's fiscal constraints, most repairs are focused on day-to-day security repairs to doors, locks and security equipment and major repairs to improve the overall inmate facilities have been deferred.

Workload - Main Jail

	2007	2008	2009	2010	2011	2012
2012Bookings	13,243	13,620	12,816	12,671	11,663	11,719
Avg Daily Population	347	314	336	350	352	356

Deputy Sheriffs assigned to the Transportation Unit transport prisoners from the jails to the Courts, to medical facilities, and to other out-of-county corrections facilities. Transportation costs to transport inmates from the jails to the Courts are a county expense. The costs of transporting inmates within the Courts are offset through a direct subvention from the State and these costs and the offsetting revenues are included in the Sheriff's Court Security Budget Index, which follows.

In addition to traditional Court-ordered Work Release, the expanded Sheriff's Work Release Program is an important alternative to incarceration and has helped relieve jail overcrowding.

Sheriff's Work Release allows qualifying sentenced inmates to work on public projects during the final 45 days of their sentence rather than serving that time in jail. Like traditional Work Release, participants are required to pay administrative fees to partially offset program costs.

In calendar year 2012, the Custody Alternative Program (CAP) enrolled 281 people into the program. There were 1,248 new participants in the work release program, assigned to work at 52 sites throughout the County. CAP staff also processed 1,965 bookings of out-of-custody defendants, such as court remands, citations, and District Attorney's Letters to Appear.

FOOD SERVICES (662440)

The Food Services Division is responsible for ordering and preparing food for all Corrections facilities. Kitchens are staffed at the Main Jail and at the Rountree facility seven days per week. Food Services staff is supplemented by sentenced inmates who help prepare and serve inmate meals. The Food Services Division served meals to an average of 469 inmates per day for an approximate total of 549,315 inmate meals in 2012, at an average cost of \$1.49 per meal.

ROUNTREE LANE CORRECTIONS (662500)

This division operates the medium security facility for sentenced male inmates, oversees chaplain services, and administers the Inmate Welfare Fund. The medium security facility is a direct-supervision facility with a Correctional Officer assigned inside each housing unit 24 hours a day. The facility had an average daily population of 104 in 2012. This facility currently has a rated capacity for 96.

The Rountree campus offers an extensive list of classes and activities including Animal Bonding, the inmate life skills, rehabilitation and transition to the community program known as R.I.S.E, Alcoholics and Narcotics Anonymous, General Education Diploma (GED), English as a Second Language, Friends Outside, Thinking for a Change, Substance Abuse and Awareness, Anger Management, Moral Reconciliation Therapy (MRT), a systematic treatment strategy that seeks to decrease recidivism among criminal offenders by increasing moral reasoning, and faith-based programs. The Rountree Correctional Officers are cross-trained in all functions, permitting flexibility in posting personnel, covering absences, and reducing overtime expenditures.

CORRECTIONS MEDICAL SERVICES (662405)

In 2012-13, in order to reduce the growth in the costs of providing medical services to inmates in the County's adult correctional facilities, to expand program services to the Rountree Lane facilities, and to improve both the scope of medical services provided on site and the accountability of the medical services delivery system, the Sheriff recommended, and the Board of Supervisors approved a contract with California Forensic Medical Group (CFMG) to provide medical and dental services at the County's corrections facilities. Mental Health services are provided by the County's Health Services Agency (HSA) staff, and a Memorandum of Understanding was executed between the Sheriff's Office, HSA and CFMG to establish the framework for how the three partners would work together to provide appropriate levels of care and treatment for all mentally disordered persons who are incarcerated in the County's correctional facilities. The transition was successfully implemented as of September 17, 2012.

CFMG provides medical services for the Main Jail and Blaine Street facilities 24 hours a day, seven days a week. CFMG also provides medical services to the Medium Rountree Facility 12 hours a day, seven days a week. These services are provided following Title 15 of the California

Code of Regulations; the California Medical Association – Institute of Medical Quality – Accreditation Standards for Adult Corrections Facilities (CMA-IMQ); and all other applicable laws, regulations codes and guidelines relating to the health care services and programs in adult corrections facilities in the State of California. CFMG is the designated custodian of medical records for the Santa Cruz County corrections facilities.

Just after the transition to CFMG, the Board of Supervisors received a report on the successful transition of Jail Medical employees and approved a plan to assist those employees incurred additional health care costs associated with their employment with CFMG. The plan provided a financial subsidy for a 12 month period, and funds are included in the 2013-14 recommended budget to complete that commitment.

2013-14 RECOMMENDED BUDGET

Expenditures

The recommended budget provides for an increase of expenditures of \$833,488 and an increase in revenues of \$850,165, for a decrease in Net County Cost of \$16,667. When measured against the 2012-13 adjusted budget, which included the mid-year transition of jail medical services, the decrease in Net County Cost amounts to \$303,590.

The decrease of \$1,583,956 in salaries and benefits is associated with the jail medical project. When the recommended amounts are measured against the 2012-13 adjusted budget, there is an overall decrease in salaries and benefits of \$23,127, which provides for current staff, the mid-year reclassification of a vacant Typist Clerk II position to a Program Coordinator position, and a recommended reclassification in the Corrections' reception unit.

The budget reflects an increase of \$2,492,441 in supplies and services which is associated with the addition of the contract with a managed care provider CFMG added mid-year; however, a comparison of the recommended budget with the 2012-13 adjusted budget reflects a net increase of \$414,699 which is associated with an increase of \$551,128 to that contract to provide for 12 full months of medical and dental services, plus an additional increase of \$110,685 for the annual cost of living increase, which is based on the Bay Area Consumer Price Index for medical care. This increase is offset by decreases in nearly every other line item account, due to the County's fiscal constraints, except for increases in equipment maintenance and miscellaneous expenses necessary for security improvements to security doors, locks and surveillance equipment at the Men's Medium facility.

Revenue

The recommended increase of \$850,165 includes an increase in Proposition 172 revenues in the amount of \$836,130, an anticipated increase of \$200,000 in monitoring equipment fee revenue collected from participants in the Custody Alternatives Program, partially offset with decreases in various accounts, including anticipated decreases in Jail Access Fees from area police departments (\$19,000) due to a decrease in booking activity, and a decrease in federal SCAAP (State Criminal Alien Assistance Program) funds of \$60,371.