

Tehama County

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

Tehama Community Corrections Reentry and Day Reporting Center

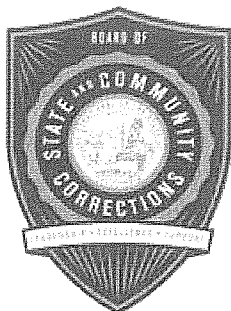
October 24, 2013



Tehama County Main Jail, 502 Oak Street, Red Bluff, CA



Submitted by:
Tehama County Sheriff's Department
Jail Custody Division
Red Bluff, CA



BOARD OF STATE AND COMMUNITY CORRECTIONS

SB 1022

ADULT LOCAL CRIMINAL JUSTICE FACILITIES


CONSTRUCTION FINANCING PROGRAM

PROPOSAL FORM

This document is not to be reformatted.

SECTION 1: PROJECT INFORMATION

A: APPLICANT INFORMATION AND PROPOSAL TYPE				
COUNTY NAME Tehama County		STATE DOLLARS REQUESTED \$ 20,000,000		
SMALL COUNTY (200,000 OR UNDER GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/>	MEDIUM COUNTY (200,001 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/>	LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/>		
TYPE OF PROPOSAL – PROGRAM SPACE PROPOSAL <u>OR</u> BEDS AND PROGRAM SPACE PROPOSAL PLEASE CHECK ONE (ONLY):				
PROGRAM SPACE <input type="checkbox"/>		BEDS AND PROGRAM SPACE <input checked="" type="checkbox"/>		
B: BRIEF PROJECT DESCRIPTION				
FACILITY NAME Tehama County Main Jail				
PROJECT DESCRIPTION Tehama Community Corrections Reentry and Day Reporting Center				
STREET ADDRESS 645 Madison Street				
CITY Red Bluff		STATE CA		ZIP CODE 96080
C. SCOPE OF WORK – INDICATE FACILITY TYPE <u>AND</u> CHECK ALL BOXES THAT APPLY.				
FACILITY TYPE (II, III or IV) II	<input checked="" type="checkbox"/> NEW STAND-ALONE FACILITY	<input type="checkbox"/> RENOVATION/ REMODELING	<input 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, <u>whether remodel/renovation or new construction</u> .				
	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed	64			
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 Williams J. Goodwin		TITLE Chief Administrator	
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 Julie Sisneros		TITLE Administrative Services Director	
DEPARTMENT Administrative Services		TELEPHONE NUMBER 530-527-4655	
STREET ADDRESS 727 Oak Street			
CITY Red Bluff	STATE CA	ZIP CODE 96080	E-MAIL ADDRESS
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 LeRoy Anderson		TITLE Auditor-Controller	
DEPARTMENT County Auditor		TELEPHONE NUMBER 530-527-3474	
STREET ADDRESS 444 Oak Street			
CITY Red Bluff	STATE CA	ZIP CODE 96080	E-MAIL ADDRESS
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 Williams J. Goodwin		TITLE Chief Administrator	
DEPARTMENT Administrative Services		TELEPHONE NUMBER 530-527-4655	
STREET ADDRESS 727 Oak Street			
CITY Red Bluff	STATE CA	ZIP CODE 96080	E-MAIL ADDRESS Bgoodwin@co.tehama.ca.us

SECTION 2: BUDGET SUMMARY

BUDGET SUMMARY INSTRUCTIONS

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

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

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

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

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

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

A. SMALL COUNTY PETITION FOR REDUCTION IN CONTRIBUTION

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

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

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

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$ 16,322,500	\$ 0		\$ 16,322,500
2. Additional Eligible Costs*	\$ 1,836,000	\$ 0		\$ 1,836,000
3. Architectural	\$ 879,500	\$ 893,500		\$ 1,773,000
4. Project/Construction Management	\$ 962,000	\$ 100,000		\$ 1,062,000
5. CEQA		\$ 45,000		\$ 45,000
6. State Agency Fees		\$ 51,000		\$ 51,000
7. Audit		\$ 10,000	\$	\$ 10,000
8. Needs Assessment		\$	\$ 93,000	\$ 93,000
9. Transition Planning		\$	\$ 300,000	\$ 300,000
10. County Administration			\$ 72,000	\$ 72,000
11. Land Value			\$ 400,000	\$ 400,000
TOTAL PROJECT COSTS	\$ 20,000,000	\$ 1,099,500	\$ 865,000	\$ 21,964,500
PERCENT OF TOTAL	91.06%	5.00%	3.94%	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).

- Construction (includes fixed equipment and furnishings):**
Cost estimate based on professional estimate and escalated to mid-point of construction. Detailed estimate was created to include identified scope items illustrated on conceptual plans including anticipated fixed detention equipment, food service and laundry equipment, casework for DRC and Program areas, and includes construction contingency.
- Additional Eligible Costs (specified allowable fees, moveable equipment and moveable furnishings, and public art):**
 - Define each allowable fee type and the cost of each:** Includes permits and reviews @ \$102,000; sewer, water, and storm fees @ \$112,000; data, phone, monitors, computers @ \$520,000; inspections and testing @ \$292,000

- b) **Moveable equipment and moveable furnishings total amount:** \$810,000
(based on percentage)
 - c) **Public art total amount:** 0.00%
- 3. **Architectural:**
 - a) **Describe the county's current stage in the architectural process:** County and consultants had extensive dialogue on the operational and built environment expectations to create the conceptual design plans to date. The proposed project, while autonomous on separate site, provides extreme value to the existing adjacent detention facility and campus.
 - b) **Given the approval requirements of the SPWB and associated state reimbursement parameters, define which portions/phases of the architectural services the county intends to seek state dollar reimbursement:**
The County currently has the cash match to accommodate full design, award of bid, and well into construction to accommodate these services/fees. The county is seeking State reimbursement for design services after PP's. Those phases would include CD's, Bidding, and CA for reimbursements.
 - c) **Define the budgeted amount for what is described in b) above:** \$893,500.
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** As noted above, approximately 50% of the Architectural fees are part of the cash match and for remaining the county will be seeking State reimbursement when eligible.
 - e) **Define the budgeted amount for what is described in d) above:** \$879,500
- 4. **Project/Construction Management:**
Construction Management will be performed by a qualified firm and will be contracted out. Majority of this cost will be part of State reimbursement.
- 5. **CEQA:**
CEQA cost estimate based on recent experience on similar projects.
- 6. **State Agency Fees (maximums: due diligence \$16,000; SFM \$35,000):**
 - a) **Real estate due diligence fee:** \$16,000
 - b) **State Fire Marshal fee:** \$35,000
- 7. **Audit – Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:**
Intent is to use an independent contract Auditor (cash contribution)
- 8. **Needs Assessment – Define whether work is performed by county staff (in-kind) or consultant (cash) :**
Consultants were utilized to provide a comprehensive Needs Assessment and planning, graphic design, and produce information needed for this Application.
- 9. **Transition Planning – Define whether work is performed by county staff (in-kind) or consultant (cash):**
Cost is for County staff to plan new facility, write operational programming and staffing plans, and plan occupancy.
- 10. **County Administration:**
Estimate of cost of County labor for Project Administration and Management.
- 11. **Land Value:**
\$400,000 value by Shaw and Associates, Real Estate Appraisers and Consultants.

SECTION 3: PROJECT TIMETABLE

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

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	1/16/2014	4/9/2014	
Real estate due diligence package submitted <u>within 120 days of award</u>	1/16/2014	5/7/2014	
State Public Works Board meeting – Project Established <u>within 18 months of award</u>	5/8/2014	8/27/2014	
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	3/11/2014	10/8/2014	
Performance criteria or performance criteria and concept drawings with Operational Program Statement <u>within 30 months of award</u> (design-build projects)			
Design Development (Preliminary drawings) with Staffing Plan	11/3/2014	6/29/2015	
Staffing/Operating Cost Analysis approved by the Board of Supervisors	8/3/2015	8/3/2015	Operational costs established and BOS approval
Construction Documents (Working drawings)	9/18/2015	2/26/2016	Additional time for SFM, BSCC reviews and SPWB
Construction Bids	5/19/2016	7/15/2016	Anticipating 2 month bid
Notice to Proceed <u>within 42 months of award</u>	8/9/2016	9/12/2016	State process for review of bids and any potential protests
Construction (maximum 3 years to complete)	9/13/2016	1/15/2018	Accommodates 16 month construction project
Staffing/Occupancy <u>within 90 days of completion</u>	1/17/2018	2/27/2018	Transitional period and staff training

SECTION 4: FACT SHEET

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

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

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

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

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

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

Table 1: Provide the following information.		
1.	County general population	63,772
2.	Number of detention facilities	1
3.	BSCC-rated capacity of system	191
4.	ADP (Secure Detention) of system	184
5.	ADP (Alternatives to Detention) of system	134
6.	Percentage felony inmates of system	88.4%
7.	Percentage non-sentenced inmates of system	55.4%

8.	Arrests per month	271
9.	Bookings per month of system	291
10.	"Lack of space" releases per month	132

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

	Facility Name	RC	ADP
1.	Tehama County Jail	191	184
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Table 3: List approaches currently in place to reduce the need for beds, and ADP for each.

	Pre-Trial Approaches	ADP
1.	Jail Cite and Release Protocol	3
2.		
3.		
4.		
5.		
6.		
	Sentenced Offender Approaches	ADP
1.	Sheriff's Work and Education Program (WREP)	84
2.	Home Detention Electronic Monitoring (GPS)	50
3.		
4.		
5.		
6.		

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

	Pre-Trial Program	ADP
1.	MRT Male/Female	10
2.	Narcotics/Alcoholics Anonymous	2
3.	Male Church	7
4.	Female Church	2
5.	Male Anger Management	0
6.		
	Sentenced Offender Program	ADP
1.	GED Program	5
2.	MRT Male/Female	7
3.	Narcotics Anonymous/Alcoholics Anonymous	2
4.	Male Church	4
5.	Female Church	2
6.	Male Anger Management	4

Table 5: List the offender programming gaps and deficiencies.

	Gaps and Deficiencies
1.	MRT - is too limited by inmate classification as to who can attend the program
2.	GED - Program takes an extended time to complete
3.	Female Anger Management - Not offered at this time
4.	Male Anger Management - Limited participation due to inmate classification
5.	
6.	

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

	Assessment Tools	Assessments per Month
1.	N/A	
2.		
3.		
4.		
5.		
6.		

Table 7: List the offender assessments used for determining programming.		
	Assessment Tools	Assessments per Month
1.	MRT - Uses no specific assessment tool	N/A
2.	GED - Reviewed and approved by a Sergeant, no specific tool	N/A
3.	NA/AA - Either Court-ordered or voluntary	N/A
4.	Male/Female Church - Voluntary basis by classification	N/A
5.	Anger Management - Inmate request, voluntary unless Court-ordered, no specific assessment tool	N/A
6.		

SECTION 5: NARRATIVE

As defined previously in the RFP, there are two proposal types in this funding process. What follows below are the narrative points that must be discussed within each of the five major topic areas. Please note:

- **Beds and Program Space Proposals:** Proposals that include any type of bed construction (remodel/renovation or new construction) shall address all of the points under each of the five major topic areas below.
- **Program Space Proposals:** Proposals that do not include any type of bed construction shall address all five major topic areas, skipping those areas within 1, 2 and 3 that specifically fall under the Bed Construction heading. The All Projects heading under 2 does apply.

Attach up to the maximum number of 35 pages of double-spaced narrative (no smaller than 12 point font) ordered in the subject areas indicated within the proposal type. If it can be written in less than the maximum pages, please do so (avoid “filler”). Up to 10 additional pages of essential appendices may be included at the discretion of the applicant. Appendices cannot be used to give required narrative information. Pictures, charts, illustrations or diagrams are encouraged in the narrative or appendices to assist reviewers in fully understanding the proposed scope of work. Data sources must be identified.

If the project is for a regional facility (must meet the requirements outlined in the Regional Facilities section of the RFP), clearly indicate so. Include the names of the partnering counties and their individual data which supports the project and responds to the requested narrative points.

1.	PROJECT NEED
Bed Construction	
B: 1.01	Describe the findings of the needs assessment completed by the county.
B: 1.02	Provide a county jail system overview (e.g.; capacity, ADP and other relevant factors), including a description of other current or planned construction. If the county has an AB 900 award(s), indicate such and identify the number of beds to be constructed and current stage of planning or construction for this project(s).
B: 1.03	Describe the system issues anticipated to be remedied by the new construction, such as: overcrowding, medical, or mental health beds.
B: 1.04	Describe the current trends in the number of arrests, bookings, releases due to lack of space and other relevant factors as they relate to the need for beds.
B: 1.05	Discuss the current approach to reducing the need for beds, including programs and alternatives to incarceration.
B: 1.06	Provide data showing the effectiveness/impacts of these alternatives.

B: 1.07	Describe any plans underway, or future plans, to implement alternatives to incarceration and their anticipated results.
Program Space Construction	
PS: 1.01	Describe the process for determining the need for program space.
PS: 1.02	Describe the current approach to offender programming (i.e., use of current program space, types of programs, and services) for custody and non-custody offenders.
PS: 1.03	Describe what least restrictive alternatives have been put in place to address the needs of the population intended to be served by this proposal.
PS: 1.04	Describe the gaps and deficiencies in current programming for custody and non-custody offenders, and which of these gaps or deficiencies will be addressed with proposed program space construction funding.
PS: 1.05	Describe the approach taken to determining the kind of programming that will take place in the new program space.
PS: 1.06	Provide information and data supporting the county's need for program space.
PS: 1.07	Indicate the approach to alternatives to incarceration and how the program will assist in managing the jail population.
PS: 1.08	Describe the need for programming that could assist with the jail population management.

2.	SCOPE OF WORK
All Projects	
A: 2.01	Detail the full scope of work that is the subject of this proposal, including a comprehensive description of the number and types of beds (if any), program spaces, and other core and ancillary spaces; indicate whether this is new stand-alone construction, an addition to an existing facility, or space that is being remodeled or renovated.
Bed Construction	
B: 2.01	Describe the planning process that resulted in this bed construction scope of work.
B: 2.02	Describe the relationship between stated needs and the planned construction.
B: 2.03	Describe the anticipated beneficial outcomes of the new bed construction.
B: 2.04	Define the staffing that will be required to operate the new construction.
Program Space Construction	
PS: 2.01	Describe the planning process used to develop the design for the construction of program space.
PS: 2.02	Describe the relationship between stated needs and the proposed program space construction.
PS: 2.03	Define the features of this program space construction that make it suitable for the intended programming.

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

3.	OFFENDER MANAGEMENT AND PROGRAMMING
Bed Construction	
B: 3.01	Describe how the proposed construction will address the county's offender management goals regarding use of secure detention
B: 3.02	Describe how the proposed bed construction aligns with the Community Corrections Partnership (CCP) plan.
B: 3.03	Describe the use of, or plans to use, offender assessment(s) and other interventions to address jail population management, including objective tools or instruments to manage the offender population, such as pretrial assessments, etc.
B: 3.04	Describe the county's planned construction in relation to the expected need for beds in the future.
Program Space Construction	
PS: 3.01	Describe how this program space construction will address the county's offender management goals.
PS: 3.02	Describe how the program space construction aligns with the CCP plan.
PS: 3.03	Describe the programming to be conducted in the new program space.
PS: 3.04	Describe how the program space will foster a quality reentry model and seamless reentry process.
PS: 3.05	Describe collaborative partnerships that will provide services within the program space and provide continuity through the reentry and community supervision process.
PS: 3.06	Describe the sources of financial support (i.e., Medi-Cal, other federal sources, etc.) that will be accessed to aid in the delivery of programs.
PS: 3.07	Describe the offender assessment(s) and the process for determining the programming offenders (custody and non-custody) will receive.
PS: 3.08	Describe the approach to the principles and objectives of evidence-based programming that will be incorporated to reduce recidivism, including program evaluation.
PS: 3.09	Define the staff qualifications necessary to present the planned programming (e.g., staff training certification).
PS: 3.10	Describe the target population and estimated numbers of individuals to be served daily and annually in the program space. Describe how you arrived at those estimates.

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

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

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

SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

All counties applying for SB 1022 financing must include a Board of Supervisors' resolution with the proposal submittal. The resolution must include the requisite components as outlined below. ("A" applies only to counties seeking the funding preference as described in the RFP – Funding Preference section.) For counties submitting multiple proposals (which requires participation in a regional facility as described in the RFP), separate resolutions for each proposal, with the necessary language contained in each resolution, is required.

- A. All counties seeking to satisfy one or more of the funding preference criteria must provide the resolution language outlined below. Criterion #1 is mandatory if any funding preference is sought. Criteria #2, 3 and 4 are optional.

PREFERENCE CRITERION #1: Adequate County Contribution Funds
In addition to all of the required documentation identified in the RFP, the following language must appear in the resolution:

The County of _____ (the "County") is seeking funding preference for its proposed project within the Adult Local Criminal Justice Facilities Construction Financing Program (the "SB 1022 Financing Program"). As such, the Board of Supervisors of _____ County does hereby represent, warrant and covenant as follows:

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

2) County Cash Contribution Funds Are Legal and Authorized. The payment of the county cash contribution funds for the proposed adult local criminal justice facility project (the "Project") (i) is within the power, legal right, and authority of the County; (ii) is legal and will not conflict with or constitute on the part of the County a material violation of, a material breach of, a material default under, or result in the creation or imposition of any lien, charge, restriction, or encumbrance upon any property of the County under the provisions of any charter instrument, bylaw, indenture, mortgage, deed of trust, pledge, note, lease, loan, installment sale agreement, contract, or other material agreement or instrument to which the County is a party or by which the County or its properties or funds are otherwise subject or bound, decree, or demand of any court or governmental agency or body having jurisdiction over the County or any of its activities, properties or funds; and (iii) have been duly authorized by all necessary and appropriate action on the part of the governing body of the County.

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

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

PREFERENCE CRITERION #2: Real Estate Due Diligence

The following statement must appear in the resolution:

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

PREFERENCE CRITERION #3: CEQA Compliance

One of the following two statements must appear in the resolution:

The County is seeking funding preference for submittal of documentation evidencing that compliance with CEQA has been fully completed for the proposed project, and further is certifying that all related statutes of limitation have expired without challenge.

Or:

The County is seeking funding preference for submittal of documentation evidencing that compliance with CEQA has been fully completed for the proposed project, and is certifying that all challenge has been completely resolved in a manner that allows the project to move forward as proposed.

PREFERENCE CRITERION #4: Authorization of Project Documents

The following language must appear in the resolution; the bracketed and underlined information must be updated as appropriate to be consistent with the person(s) each county authorizes to execute the respective project documents:

The County is seeking funding preference associated with review of and authorization to execute the project documents required within the SB 1022 Financing Program. As such, the Board of Supervisors of _____ County does hereby approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. Each of the [Chairman of the Board of Supervisors, the Chief Executive Officer of the County and the Chief Operations Officer of the County], or their designees (collectively, the "Authorized Officers"), acting alone, is hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the BSCC or the State Public Works Board to effectuate the SB 1022 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes.

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

B. For all counties, except as otherwise noted below, the Board of Supervisors' resolution for the project shall contain the following:

- Names, titles and positions of County Construction Administrator, Project Financial Officer and Project Contact Person.
- Authorization of appropriate county official to sign the Applicant's Agreement (page two of Proposal Form) and submit the proposal for funding.
- Assurance that the County will adhere to state requirements and terms of the agreements between the County, the Board of State and Community Corrections and the State Public Works Board in the expenditure of any state financing allocation and county contribution funds.

- Assurance that the County has appropriated, or will appropriate after notification of conditional award of financing but before state/county financing agreements, the amount of county cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections; the County acknowledges the need to identify the source of funds for county cash contribution, and assures that the cash match contribution does not supplant (replace) funds otherwise dedicated or appropriated for construction activities. (*This section does not apply to counties seeking the funding preference.*)
- Assurance that the County will safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations) within ninety (90) days after project completion.
- For Beds and Program Space proposals (that are NOT regional facility projects as defined in this RFP), include the following certification: The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal justice facility to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility.
- For Beds and Program Space proposals (that ARE regional facility projects as defined in this RFP), include the following certification: The County certifies that it is not and will not be leasing housing capacity in this SB 1022 financed adult local criminal justice facility for profit purposes to any other public or private entity for a period of 10 years beyond the completion date of the adult local criminal justice facility.
- (Provide the following site assurance for the adult local criminal justice facility at the time of proposal or not later than ninety (90) days following the Board of State and Community Corrections' notice of conditional award): Assurance that the County has project site control through either fee simple ownership of the site or comparable long-term possession of the site, and right of access to the project sufficient to assure undisturbed use and possession of the site, and will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of facility subject to construction, or lease the facility for operation to other entities, without permission and instructions from the Board of State and Community Corrections. (*This section does not apply to counties using a build-to-suit arrangement.*)
- Attestation to \$_____ as the current fair market land value for the proposed new or expanded facility. (This can be claimed for on-site land value for new facility construction, on-site land value of a closed facility that will be renovated and reopened, or on-site land value used for expansion of an existing facility. It cannot be claimed for land value under an existing operational detention facility. If claimed as in-kind contribution, an independent appraisal will be required as a pre-agreement condition.

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

1. PROJECT NEED

BED CONSTRUCTION

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

A 2013 comprehensive Jail Needs Assessment was developed for the Sheriff's Department by a consultant team comprised of the Criminal Justice Research Foundation, Lionakis Architects, and Vanir Inc. The data and information compiled in the planning study demonstrated an immediate and critical need to expand (1) medical/mental health staff space, (2) inmate counseling/program areas, (3) staff provider support areas, (4) outdoor recreation, (5) food service, and (6) laundry in the jail. The study also recommended the County construct additional and appropriately designed new spaces to implement inmate assessment processes, treatment, other inmate service programs and dedicated housing that will accommodate reentry programs for male/female offenders completing sentences and transitioning back to the community.

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

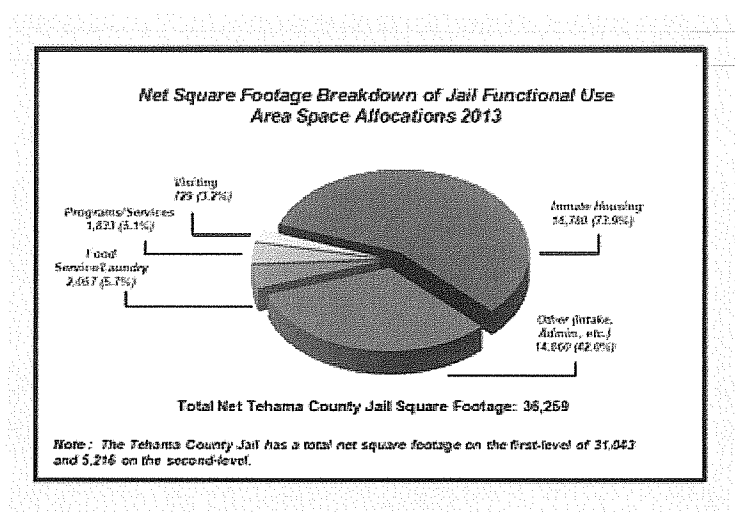
The County's only Type II, 36 year old jail facility is located adjacent to the community's Courthouse in downtown Red Bluff, CA. The jail was built in 1977 with additions completed in 1994. The jail has a Board of State and Community Corrections (BSCC) rated capacity for 191 inmates and houses both pretrial and sentenced offenders. The jail operates under a Superior Court Consent Decree which was the result of a 1998 Class Action lawsuit. Under the Consent Decree, the original "old side" housing contained in the Jail can only operate with a maximum bed capacity of 106. The jail has consistently been operating at or at peak periods above the average daily operating capacity of the detention facility. The jail's current ADP is 184 which is 96.3% of the BSCC rated bed custody capacity. In order to address crowding in the facility, the Sheriff has begun to develop and implement an array of alternative to incarceration programs and case processing procedures which has allowed the jail to function within the limits of available custody beds. In response to these issues, the County has completed initial programming, conceptual site design, and space

layout with adjacencies / sizes for the Sheriff, Probation, and Health Services Agency components of the proposed Tehama Community Corrections Reentry and Day Reporting Center Project.

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

The jail was originally constructed in 1977 with both cells and dormitory housing settings arranged in two distinctive halves. Half of the building has two tiers of cells and dormitories with a central dayroom in a podular design. The other half has several rows of cells and dormitories accessed from central corridors with detached dayrooms in a linear design with cell bar fronts. There is only one small quasi-outdoor recreation yard, two cramped program areas, and extremely undersized kitchen and laundry. The facility also includes a very small medical unit consisting of two isolation cells, an exam room, and one office.

The jail has 206 square feet per bed/bunk which is 50.0% less space than newer jails constructed throughout the State. The medical/mental health unit contains just 1,055 square feet and only 778 square feet is available for inmate programs. These two vital areas represent just 5.1% of the jail's total space.



(See Appendix A: Photo Layout of Tehama County Jail)

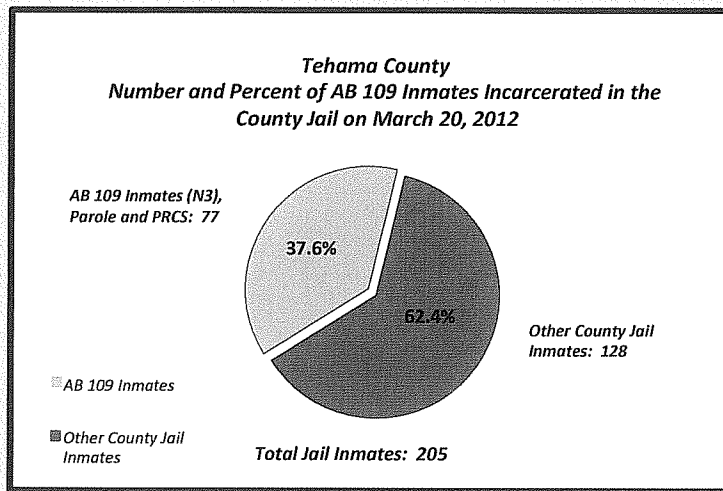
By utilizing the SB 1022 funding source, the Sheriff will be able to both correct these major space deficiencies and extend the useful life of the jail another 30 years, avoiding the need to construct a much more expensive and costly replacement facility on another site. Consolidating the various treatment programs and alternatives

into one central location and making a “one stop shop” approach available for inmates and out-of-custody offenders, agencies, and service providers will improve service delivery, offender’s supervision, and will be cost-effective overtime. Integrating criminal justice agency support staff in one location and facility is more efficient to operate, particularly in minimizing Sheriff’s operational costs. The construction of a new stand-alone jail reentry housing unit would provide a “step down”, short-term, highly structured and service-focused custody environment for this population of detainees and will also make these limited services available across the jail’s various inmate security classifications.

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

Reported crime pattern data shows the County’s total crime rate of 2,911.1 per 100,000 population is 2.6% higher than the California state-wide crime rate (2,836.5) in 2012. For the past ten years, an average of 3,605 adults have been arrested each year for felony and misdemeanor crimes. The jail processes an average of 291 bookings each month. This represents an average of ten bookings per day, five are felony and five are misdemeanor bookings. An average of eight male and two female bookings occur each day. In 2013, the Jail had an average daily inmate population (ADP) totaling 184. The daily population only includes 22 (12.0%) pretrial and sentenced misdemeanants and 160 (80.0%) incarcerated felony inmates. The highest or peak ADP recorded at the jail in the past seven years was 237. This is 28.8% higher than the average inmate ADP over the same time period.

The AB 109 Realignment Act has had a significant impact on jail custody trends. On March 20, 2012, the Tehama County Jail System held 205 custody inmates, 37.6% or 77 of the inmate population were AB 109 County Jail Prison (N3) convicted felony defendants sentenced to County Jail, parolees (3056 PC), or PRCS offenders held in custody under the Realignment Act flash incarceration, or revocation provisions of the law. The other 128 (62.4%) incarcerated inmates were pretrial and sentenced local adult offenders and other detainees being held on warrants and holds from federal/state law enforcement agencies.



Currently, the overwhelming majority of Tehama County Jail pretrial detainees (65.9%) are able to secure a release from custody pending the Court's disposition and/or other outside agency transfers for warrant holds. Only about one out of every three (34.1%) releases taking place in July 2013 were continuing custody inmates who were sentenced or held in a pretrial status pending Court disposition of their arrest.

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

Tehama County has taken significant steps to maximize use of recognized pretrial and post-sentence alternatives to incarceration programs and innovative case processing practices in an effort to avoid detention system overcrowding. The Sheriff's Department has developed three major alternatives to incarceration programs and early release protocols for incarcerated inmates. The programs are being implemented in response to the increasing impact the AB 109 Realignment legislation is having on the County's only jail facility. The three alternative programs being stressed include a new *(1) Jail Cite and Release protocol*, *(2) Sheriff's Work Release and Education Program (WREP)*, and *(3) the Sheriff's Department's Home Detention Electronic Monitoring Program (GPS)*.

The expanded use of citation release allows misdemeanants to remain in the community, and eliminates an unnecessary burden on the jail. Low and medium risk sentenced offenders who are currently in custody have the ability to complete their entire sentence through the WREP Program regardless of the length of confinement time. The Home Detention Program allows AB 109 inmates and other local incarcerated offenders to participate in the GPS electronically monitored (EM) alternative to incarceration program. The program is considered a constructive custody alternative. Participants are accountable for all of their time 24-hours a day, seven-days-a-week and may only leave their residence for work, school, and other pre-approved appointments.

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

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

The impact the jail cite and release protocol is having has been significant. In July 2013, nearly 42.5% (116) of the 180 pretrial releases which occurred at the jail were the result of the new cite and release protocol. Sheriff's data also shows that the alternative programs are not only handling more offenders, the average number of assigned days in WREP and particularly the GPS monitoring component has been significantly

increasing. If these same offenders had remained incarcerated, the jail's ADP would have increased by 41 inmates. The trend data shows that the jail beds saved as a result of the Sheriff's use of the alternative programs has nearly doubled in the past 18 – 24 months.

Tehama County Changes in the Number of Work Release Education Program (WREP) and Electronic Monitoring / GPS Program Participants and Days Assigned to Program 2012 - 2013						
Reporting Period	WREP/GPS Referrals		WREP/GPS Days to Serve			Jail ADP Bed Days Saved
	Total New Referrals	Ave. Active Monthly Participants	Total Assigned Program Days	Ave. Assigned Participant Days	Total Participant Days Served	
2011:						
Jan - Jun	12	4	272	23 Days	226	
Jul - Dec	46	15	1,008	22 days	710	
Total	58	15	1,280	22 Days	936	3 Custody Beds
2012:						
Jan - Jun	348	95	6,037	17 Days	3,164	
Jul - Dec	418	109	13,967	33 Days	4,751	
Total	766	102	20,004	26 Days	7,915	22 Custody Beds
2013:						
Jan - Jun	415	120	15,141	36 Days	7,522	41 Custody Beds

TehamaNA1/Tables/Charts/Tab34

Source: Tehama County WREP Offender Monthly Rosters, 2011 - 2013

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

Data developed from a point-in-time "snapshot" of the total County Jail population on August 6, 2013 showed that when inmate characteristics were combined and analyzed according to specific release criteria, about 8% - 12% of the population could be viewed as candidates for some form of alternative program that provided high levels of monitoring, control, and supervision. Using this information, the Sheriff and Community Corrections Partnership (CCP) have begun discussing the option of implementing a pilot Pretrial OR Release and Community Supervision Program which would be staffed at the County Jail. The basic function of the pilot program would be to screen, with a validated instrument, all individuals arrested pending Superior Court action who have the characteristics which indicate they will appear in Court, as directed, and remain arrest-free while their matter is being adjudicated.

PROGRAM SPACE CONSTRUCTION

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

Tehama County determined the need for program space by conducting a series of meetings with the Community Corrections Partnership's (CCP) Program Services Sub-committee that included the (a) Sheriff, (b) Probation, (c) Health Services Agency, (d) Behavioral Health and County Substance Abuse clinicians, and (e) local service providers. During these meetings, the stakeholders examined current jail and non-custody treatment and other offender programs to determine their efficacy, identify gaps/deficiencies, and decide how to address deficiencies and other service options that should be implemented. The meetings took place over several months and provided the stakeholders the opportunity to provide input and express ideas regarding the availability of services and how services could be implemented or expanded to the criminal justice system.

Following these meetings, Probation, County Health Services Agency, and Behavioral Health assisted the Sheriff's Department in deciding how to better use the limited existing space. These discussions also formed the basis for the CCP's funding of the Probation/Sheriff's Department Day Reporting Center concept which subsequently was implemented in the County's closed old Juvenile Hall. In addition, the Sheriff examined the needs of in-custody AB 109 and local offenders, in particular the severe lack of program space and the lack of health/mental health clinical support spaces needed to expand treatment and counseling for jail inmates suffering from chronic substance abuse and/or a mental illness. This examination also formed the basis for adding a medical/mental health suite, other vocational spaces and additional program areas to serve the proposed Tehama Community Corrections Reentry and Day Reporting Center Project that would be directed to in-custody populations and expanding out-of-custody offender population being supervised through the WREP, Sheriff's Home Detention alternative programs, and Day Reporting Center.

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

Currently, offender programming in Tehama County is severely limited due to a lack of adequate space. For in-custody offenders, the jail has one small multi-purpose room and one single classroom in which to offer programs and vocational training. The multi-purpose room can hold about ten individuals at a time,

which restricts the number of offenders who can take part. Classes are provided by different community partners, local churches, and trained mental health and substance abuse counselors. The available classes include computer literacy, independent studies for offenders to obtain their high school diploma or GED, substance abuse counseling, NA/AA, anger management, and evidence-based cognitive behavioral MRT (Moral Reconciliation Therapy). These core services are available to both male and female detainees. The anger management and MRT Therapy is provided through the Tehama Health Services Agency, Drug and Alcohol Division. The MRT counseling provided to inmates by trained staff from the Tehama Health Services Agency emphasizes cognitive behavioral and social learning therapy combined with motivation interviewing techniques. The jail's inmate programs are offered and delivered on a scheduled basis six days a week. The only day services and inmate programming is not available, other than access to recreation, is Saturday.

All classes are available on a first-come, first serve basis, but may not be available based on an offender's classification level. Since only one multi-purpose room is available to hold groups or classes, the jail is unable to offer programs to gang members or offenders affiliated with gangs because of the inability to mix them with the general population. As for independent studies, the number of participants per housing unit is also limited. However, since independent studies are completed in cells, offenders who are otherwise ineligible for classroom instruction can participate.

For out-of-custody offenders, programs are likewise scarce. The main substance abuse counseling program in Tehama County is the Day Reporting Center. This program is directed from the old Juvenile Hall facility which has limited and poorly designed space and is expensive to maintain. Overall, group participation is restricted to about 15 participants because of facility space limitations. Participation for this program is determined by Probation staff and is based on the results of the STRONG risk assessment tool that determines an offender's need for the program. Offenders with a medium to high risk of reoffending are offered the program. At this time, there is insufficient space to offer the counseling and treatment to lower risk

offenders. Other available programming includes (a) life skills counseling, (b) employment readiness assistance, and (c) gender specific groups including anger management and parenting.

The following snapshot developed for the month of September 2012 shows the type of medical services and clinical hours mental health and drug and alcohol services and assessments which are taking place at the County Jail. As the snapshot shows, the clinical division saw 274 inmates, 66 of which were AB 109 offenders detained in the County Jail. The Health Services Agency's Drug and Alcohol Division staff provided 30 hours of clinical assessments and direct inmate services. Nearly 55.2% of the inmates receiving drug and alcohol services at the facility were AB 109 sentenced inmates. The Mental Health Clinical Division staff also provided 32.7 hours of direct clinical and counseling services to 18 individual inmates, 7 of whom (38.0%) were incarcerated AB 109 offenders.

Tehama County Health Services Agency AB-109 Jail Services Snapshot for September 2012	
Clinic Division: Medical Services	Mental Health Division:
Physician/Physician Assistant	32.7 hours of call time (direct services to inmates)
- 167 (62 were AB-109)	- 18 were individual inmates
Nurse encounters/assessments	- 7 were AB-109
- 274 (66 were AB-109)	12.5 hours of MRT
Drug and Alcohol Division:	- 7 group sessions
30 hours of MRT	- 30 inmate services (duplicate count)
- 6 assessments (pre-enrollment)	- 12 individual inmates/all AB-109
- 12 group sessions	
- 61 inmate services (duplicate count)	
- 38 were AB-109	
-29 individual inmates	
- 16 were AB-109	

TehamaNA2013/Tables&Charts/Table39

Note: Medical services in the Jail not funded by AB-109: 2 FTE nurses and .5 FTE medical assistant (This was the regular staffing pattern prior to AB-109).

Mental Health services provided in the Jail prior to AB-109 averaged 10 hours per week of a therapist. This level of service will continue to be provided at Mental Health Division expense. Typically these services have been paid for through SAMHSA funding. With the augmentation of AB-109 dollars, we intend to increase our regular mental health call services to 20 hours per week plus MRT groups.

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

The least restrictive alternatives in place include (a) jail cite and release protocol, (b) Sheriff's Work Release and Education Program (WREP), (c) Sheriff's Home Detention Electronic Monitoring (GPS) Program, (d) Day Reporting Center, (e) contract drug/alcohol residential/non-residential programs, and (f) other intermediate sanctions including alternative Court sentencing, flash incarceration, and split sentencing.

Collectively, these programs give the Sheriff, Probation, and Superior Courts a continuum of least restrictive options when making jail release, sentencing decisions, or when responding to program violations involving incarcerated or out-of-custody felony/misdemeanor offenders supervised in the community. Through these alternatives, the Tehama criminal justice system is able to forego prolonged incarceration in the County Jail by relying on "core" multi-faceted program strategies that include (1) custody diversion programs, (2) community supervision, (3) evidence-based assessments, treatment/programming, and (4) a continuum of intermediate sanctions for program violations for local and AB 109 (N3) parole and PRCS offenders.

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.

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

Likewise, out-of-custody programs are limited by the lack of space resulting in service to a small segment of offenders. Adding classrooms, multi-use areas, office space, as well as confidential working areas for staff to better interact with offenders will allow the County to offer multiple programs in a single location while improving access, maintaining safety and confidentiality. Despite not having adequate jail program areas, many programs still take place including (a) anger management, (b) MRT (Moral Reconation Therapy), (c) substance abuse assessments/counseling, and (d) GED preparation. With expanded space configured into

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

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

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

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

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

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

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

In 2012, the Health Services Agency mental health clinical staff worked with an average of 34 new mental health cases among the jail inmate population each month (18.0% – 20.0%). The data also shows that over the last six years, between 39 – 47 detainees were receiving psychotropic medications on the last day of the month. In 2012, an average of 258 inmates were seen at sick call by the healthcare staff each month. About 60.0% of these inmates were also seen by the Jail's physician or mid-level practitioner during the month. On the average, ten inmates a month were transported for off-site medical appointments. An average of 16 male and female detainees received dental services each month in 2012.

Tehama County Jail Facilities Average Number of Monthly Jail Inmates Receiving Mental Health and Medical Services 2007 - 2012						
Jail Inmates Requiring Mental Health & Medical Services	Tehama County Jail Mental Health and Medical Services					
	2007	2008	2009	2010	2011	2012
Mental Health Services:						
Number of Mental Health cases open on last day of month	8	6	6	6	6	7
Number of new Mental Health cases opened during month	11	30	29	32	33	34
Number of inmates receiving psychotropic medications on last day of month	39	43	42	45	46	47
Medical Services:						
Number of inmates seen at sick call during month	119	136	304	297	280	258
Number of inmates seen by physician/mid-level practitioner during month	41	98	86	89	99	154
Number of off-side medical appointments during month	5	9	8	5	5	10
Number of inmates receiving dental cases	10	9	12	10	17	16

TehamaNA2013/Tables&Charts/Tables35

A facility physical plant condition assessment also conducted as part of the Needs Assessment has identified that the jail lacks sufficient and appropriate space to conduct the programs that are currently in place. The County Jail has less than 25.0% of the program space available compared to other similarly-sized detention facilities recently constructed in California. Current inmate program areas are considerably small and inadequate for the jail's ADP and the problems will be compounded with the increasing AB 109 longer term offender population.

The AB 109 Realignment Law is also having a significant impact on healthcare, mental health, and substance abuse services the County provides inmates at the jail facility. The facility condition assessment identifies a significant lack of medical and mental health treatment spaces, including a lack of staff offices, medical records storage, and secure pharmacy storage. This lack of space creates inefficiencies and inadequacies in the delivery of these services to the inmate population.

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

Beginning with the County's CCP Realignment Plan and continuing with the policies and program priorities of the Sheriff and Probation has been the need to use and expand alternatives to incarceration programs and non-custody alternatives whenever possible so as to maximize offender success and reduced jail crowding without compromising public safety. The agency's programming embodies evidence-based assessment principles and includes increasing these services to incarcerated inmate populations and offenders participating in expanded alternatives to incarceration and non-custody diversion programs including Electronic Monitoring and Day Reporting Center. Each program and incarceration alternative strategy the two Departments have put into place are concerned with (a) maintaining community safety, (b) increasing treatment support for higher risk supervised offenders, and (c) improving offender program completion rates while minimizing probation and program violations.

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

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

Tehama County recognizes that providing a diverse and proven range of programs to incarcerated inmates and non-custody offenders is vital to the overall management of the County's only jail facility. Jail programs provide a positive and substantial effect on the level of tension in the detention facility and impact recidivism after release. Research is showing and exemplary community corrections program models now

operating in some counties that new interventions and directed treatment like cognitive behavioral counseling using trained facilitators can positively change offender behavior and thinking by making alternative life choices. Currently, our County operates a Day Reporting Center out of the old Juvenile Hall which has building constraints and limited space. There is also little to no program space at the Main Jail and it is currently extremely difficult to offer any real meaningful programs. By contrast, the proposed newly constructed Community Corrections Reentry and Day Reporting Center culinary classroom, and multiple in- and out-of-custody program rooms would provide much needed educational and reentry program opportunities for the entire jail population and out-of-custody offenders and probationers living in the community. By adding additional vocational training space and combining the administration of existing alternative programs in one centralized building, these new program spaces will serve a much greater portion of the local offender population with expanded offerings and many more hours of program participation.

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

2. SCOPE OF WORK

ALL PROJECTS

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

The Tehama County Community Corrections Reentry and Day Reporting Center Project is a 34,500 SF multi-purpose facility that will accommodate a variety of functional uses. Although the facility will be located adjacent to the Main Jail and primarily operated by the Sheriff's Department, overall management of the new facility is a collaborative partnership with Probation, County Health and Human Services, contracted

services providers, and the Courts. The conceptual design provides the spaces to accommodate the various agencies and functions with the flexibility to address current and future offender program/service needs. The Day Reporting Center (DRC) will be located on the site where out-of-custody offenders and public have clearly identified access and distinct separation from any secure portions of the campus. There are primarily two distinct functional uses in the DRC including an administration area for staff and programs for out-of-custody treatment. A critical component of the DRC is the Sheriff's and Probation's Work Project area for assigned offenders to receive their work assignment and is conveniently located on site with separate entry. The space is intended to consolidate administration and monitoring of all criminal justice alternative programs the agencies are managing.

A primary area within the new facility is the Reentry component and support services. The new expansion includes beds/bunks, but particular transitional beds that accommodate a specific inmate profile that can benefit from structured programs prior to returning to the community. The in-custody beds can also be used for additional classifications. There are two 32-bed dormitory style housing units in two level/tiered structures mirrored in plan to each other. Operationally, the plan is to utilize an indirect supervision model at a fixed position for staff efficiency. The podular dormitory design of the housing will provide the facility segregated dormitories with additional flexibility for security and classification purposes. Multiple program rooms (3) are currently envisioned to allow a variety of intense and structured programs be implemented. Two outdoor recreation yards are also included in the design. Careful planning has been done to assure good sightlines for staff supervision into the housing units and select program rooms.

The kitchen and laundry areas will be full service and will replace the currently undersized/deficient kitchen and laundry at the Main Jail. The new kitchen is currently anticipated to be a cook serve operation with carting of food product to not only the new housing units as part of this program but also all of the existing units at the Jail. The kitchen will also contain a large culinary food service classroom.

The adjacency of this new project to existing Jail provides the opportunity to serve the campus and reduce current problems with contraband control. The Medical and Mental Health function included within the expansion concept will also supplement and replace portions of the existing areas at the adjacent Main Jail. The current Medical area at the Jail is antiquated and extremely undersized to serve the current population. There is relatively little to no administrative space at the existing facility and are utilizing one of the originally designed exam rooms as an office space. The adjacency of this new project provides the opportunity for provider staff to serve both facilities. The conceptual design provides a variety of spaces to accommodate the various functions of a suite. *(See Appendix B: Aerial Overlay, Site Plan, and Space Layout for the Tehama County Community Corrections Reentry and Day Reporting Center)*

BED CONSTRUCTION

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

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

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

A key component of the project will include a continuum of reentry services that starts in the County Jail when AB 109 and other local inmates transition into the community. Currently, inmates will leave the jail facility with little or no follow-up assistance. Most need assistance with employment, housing, drug use or

other problems before they were booked into the jail and most still have service needs when released from detention. The planned construction will give the Sheriff's Department its very first opportunity to develop and implement a "step down" housing arrangement with appropriate program space for reentry services. The housing and programs will provide an extraordinary amount of flexibility in addressing identified offender service needs. The services will target factors that are linked to reoffending such as substance abuse, anti-social personality and hostility or anger. The discharge process would begin at least 30 – 45 days prior to release. The discharge interventions would include assessments, employment preparation classes, assistance with transportation, housing, and securing the identification documents which will aid in determining eligibility for other program financial support, life skills counseling, and other key services.

The Sheriff, Probation, Health Services Agency, and other members of the CCP have identified the development / implementation of jail reentry service programming as a top priority need. The planning process for the 64-bed new reentry housing unit was thoroughly discussed and resulted in this project application. This new reentry housing will also allow the jail to focus these vital services to all inmate classifications and would give the jail capacity to also temporarily house and extend these services to program violators who are rebooked into the jail who can benefit from these additional services. This will allow staff to use existing custody beds more effectively and integrate program space throughout the various custody levels in order to reduce recidivism.

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

The project addresses major space and efficiency needs in the Tehama Jail and will extend the useful life of the facility another 30 years, avoiding the need to construct a much more expensive and costly replacement facility on another site. Consolidating the various programs and alternatives into one central location and making a one-stop-shop approach available for inmates, agencies, and service providers will improve service delivery, inmate supervision, and will be cost-effective overtime. Integrating criminal justice

agency support staff in one location and facility is more efficient to operate, particularly in minimizing Sheriff's operational costs.

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

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

The Sheriff's Custody Division has estimated that the staffing levels and annual costs for the proposed new jail construction project will amount to \$1.1 million. The staffing for County Health Services is estimated at approximately \$0.6 million. These costs are estimated in 2013 dollars and include staffing for the new inmate program space, intake, mental health clinic, laundry, and kitchen. The staffing projected by the Department includes the following:

Detention:		
▪	1- Correctional Lieutenant	
▪	1- Sergeant	
▪	12- Correctional Officers	
▪	2- Extra Kitchen Staff	
	Sub-Total	\$1.1 million
County Health Services Agency:		
▪	1- Mental Health Clinician II	
▪	.5- Licensed Clinical Supervisor	
▪	.9- Drug & Alcohol Counselor II	
▪	1- Drug & Alcohol Aide – Bilingual	
▪	2- Institutional Registered Nurse II	
▪	1- Medical Assistant II	
	Sub-Total	\$0.6 million
	Total Ongoing Staffing	\$1.7 million

These staffing levels have been reviewed with the County Administrator and Board of Supervisors as part of the SB 1022 Resolution approval process.

PROGRAM SPACE CONSTRUCTION

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

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

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

The County's consultant team have specifically identified a need to expand (1) medical, (2) mental health, (3) counseling / programming, (4) staff provider support areas, (5) inmate services, (6) outdoor recreation, (7) food service, and (8) laundry in the jail. Additional male and female transitional reentry housing is also needed to alleviate current crowding in the facility. The proposed project includes new and expanded medical, mental health, education, drug counseling, life skills development, employment preparation, and inmate reentry services / programming space as well as a new and improved food service and jail laundry area. Two 32-bed male and female dormitory housing units with three dedicated inmate program support areas and outdoor recreation would be constructed in the project. The project also accommodates secure

staff parking, reduces traffic and deliveries to the Main Jail, and more clearly defines the public and secure areas around the jail site. This will simplify the overall management and security of site related issues.

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

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

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

The Sheriff's Department is responsible for providing a number of mandatory and non-mandatory inmate programs and services. The major inmate programs and services that are provided to pretrial and sentenced male and female inmates incarcerated at the Main Jail include: religious church services, Narcotics Anonymous, Alcoholics Anonymous, anger management, evidence-based Moral Recognition Therapy (MRT), and GED preparation. The MRT evidence-based counseling provided to inmates emphasizes cognitive behavioral and social learning therapy combined with motivational interviewing techniques. The Sheriff's

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

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

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

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

3. OFFENDER MANAGEMENT AND PROGRAMMING

BED CONSTRUCTION

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

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

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

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

The Realignment Act gives the CCP authority to make recommendations and fund projects that mitigate and manage impacts resulting from the legislation. The Tehama CCP is allocating its yearly funding to train justice agency treatment and offender supervision staff, establish evidence-based new assessments, and programming to properly serve and manage local offender populations including those incarcerated and those under community supervision. The funding has brought about the implementation of Probation's Day Reporting Center and staffing to expand the Sheriff's Work/Education Furlough and Home Detention Program jail alternatives. The funding has added mental health and drug counselor clinicians to the jail. The proposed 64-bed reentry housing unit also aligns with the CCP Plan.

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

Tehama County is, and has been managing, its population under the auspices of a Federal Court Consent Decree which limits nearly half (106) of existing jail beds contained in the 36 year old linear section of the facility. Because of the cap, one of the critical initial activities that takes place at the jail involves the screening for early release offenders (cite/release protocol). New detainees also receive medical screening to determine if there are any significant medical or psychological problems that should be addressed prior to booking. A booking officer conducts an interview using an objective classification form. If the detainee is not released, they are then booked into the facility and receive a separate screening to determine appropriate housing. Daily screening also occurs by an assigned Sergeant with the sentenced population in order to direct AB 109 and other inmates into Work Release, Home Detention, or other out-of-custody programs. The goal is to make every effort to incarcerate only arrestees who pose a risk to public safety. In the past two years, the participation rates have tripled for these programs. The Sheriff is also currently evaluating new validated pretrial management tools and program screening instruments for implementation at the jail and programs.

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

The project provides much needed traditional "step down" housing for both male and female inmates which is essential to support offender reentry efforts. With these beds and effective programs/services to be developed and directed to the inmate population, the need for longer term custody housing is significantly diminished for 10 – 15 years or eliminated as indicated in our Needs Assessment Study.

PROGRAM SPACE CONSTRUCTION

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

The new construction with program space is vital for the County to achieve our offender management goals. A key objective in reaching these goals is to allow for the housing of inmates in a safe, secure manner while facilitating participation in appropriate rehabilitation services. By adding program rooms, the new facility will allow the Sheriff to expand current vocational training which will allow inmates to learn trades, thereby increasing their chances for employment where they are incarcerated or supervised in the community in one of the alternative programs the County has developed. In addition, spaces to start a culinary program for inmate workers is included in the design of the new kitchen. The Day Reporting Center will allow Probation to move this function out of the old inadequate Juvenile Hall and add classrooms and office space to expand and consolidate available services. The new facility will provide dedicated spaces for all our partnering agencies, a conference room large enough to host family reunification events, graduations, other pro-social events, a GED class with a computer lab, a client lounge area, and a designated space for family literacy programming. A specific area for the Sheriff is included in the project for multiple vocational, educational training, and cognitive behavioral group counseling rooms for recognized evidence-based services.

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

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

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

The programming to be conducted in the proposed spaces includes (1) evidence-based MRT (Moral Reconciliation Therapy), (2) mental health and suicide prevention, (3) a life skills program, (4) employment preparation and job assistance, (5) substance abuse treatment and counseling, (6) anger management, (7) child abuse and parenting, (8) computer literacy, and (9) a victim impact program. In addition, the proposal includes a plan to provide offenders with access to housing stabilization services and assistance with obtaining public assistance and other benefit eligibility services. Out-of-custody offenders requiring mental health treatment, individual/group therapy and counseling as well as other supportive services will be able to be served in the new programming space.

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

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

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

During the first days and weeks after incarcerated offenders return to the community, they are at a heightened risk of rearrest and relapse, making this period crucial for their success. In order to assure a successful reentry program is developed, the Sheriff's Department intends to work with the Tehama County

Health Services Agency, Probation, and an established network of local community service providers to strengthen the linkages between the jail and the service providers. This will ensure continuity in the implemented reentry and community supervision process by involving these key community partners early in the design and rollout of the reentry program.

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

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

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

The County CCP Executive Committee Agencies, particularly the Sheriff, Probation Department, and Health Service Agencies, have expressed support and are working to bring validated assessment tools into our justice system. We are committed, because it is good public safety policy, to use recognized assessment instruments when assigning both incarcerated and out-of-custody to the appropriate level of monitoring/supervision and matching their identified needs with programs that address the specific criminal risk factors of the individual. The Probation Department’s Day Reporting Center has begun using the Static Risk Assessment Offender Needs Guide (STRONG), which is used on all formal probation, PRCS and mandatory supervision cases to assess static risk level to assign level/type of community supervision. Dynamic risk factors (ONG portion of the tool) are also assessed on probationers on active supervision

caseloads to direct case plan development to identify/address the criminogenic factors posing the highest risk for recidivism. The Substance Abuse Subtle Screening Inventory-Third Edition (SASSI-3) is also used by Health Services to assess the presence of substance abuse or chemical dependency and the probability of engaging in substance abuse behaviors. The County Jail is also currently reviewing a process which would extend the STRONG assessment process particularly involving offender dynamic risk factors when determining what interventions or services should be specifically directed to individual male/female offenders. Our criminal justice system also understands this is only the first step in linking services to the assessed needs of offenders. Custody programs and community resources must also deliver high quality, effective programming with fidelity to proven methods. By adhering to principals of risk-need-responsivity with offenders, the CCP has begun allocating appropriate local funding to create quality programming across a number of areas, which should give our justice system better outcomes over time.

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

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

Programming interventions are being applied based on an offender's characteristics developed from the assessment instruments when staff establish program referrals or treatment approaches to deal with mental health, medical, substance abuse, and other pressing factors that may affect individual offender outcomes. Our Probation and Sheriff's Departments, as well as the County Health Services Agency, are using behavioral focused, cognitive behavior counseling, including MRT, to help guide offenders in acquiring new skills and behaviors that research shows is effective when combined with structured social learning approaches in an intervention model. Our CCP has also established a working group to develop program tracking and monitoring of these new services to ensure fidelity, and track performance, as well as participant outcomes.

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

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

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

The target custody population will be determined by the jail inmate classifications. Offenders in custody for more than a few days will have the ability to receive of programming that assessments show they need. The Day Reporting Center will continue to supervise an ADP of 50-75 probationers in the community, and the Sheriff's Alternative Programs will likely have at least another 40-50 offenders participating in MRT groups and other vocational training classes that can be offered through this expanded program space.

4. ADMINISTRATIVE WORK PLAN

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

Tehama County has an experienced in-house construction planning and administration team that has the ability to successfully manage this capital expenditure project. The County will supplement their staff with the services of a contract construction management (CM) firm. The County's Construction Manager will be Julie Sisneros, County Administrative Services Director, who will serve as the County's designated Project Manager and will be responsible for ensuring that all phases of the construction work are coordinated throughout the project delivery process. LeRoy Anderson, County Auditor-Controller, will be the project Fiscal Officer, who will manage fiscal expenditures, reporting, and ensure the building construction remains within the set budget. Williams Goodwin, Chief Administrator of Tehama County, will be the designated SB 1022 contact person.

County staff have developed a project administration system that utilizes both proven monitoring and control protocols. Each project is constructed using qualified staff consultants in a "team approach" throughout its development. The County and its consultants have extensive experience with major projects, including adult detention facilities, and will use a management approach similar to other successful major construction projects. The County also has scheduling, budgeting, and cost accounting software in place to ensure success of this project. When the initial RFP for a Jail Needs Assessment Study was issued, Lionakis of Sacramento formed a collaborative and experienced team for the County that included the Criminal Justice Research Foundation and Vanir CM to complete the study. This pre-established team will continue to serve as an extension to County staff throughout the design and construction process.

Designated County staff will respond to the BSCC on all contract matters, and Lionakis will respond to all minimum standard issues. An integrated project delivery process will be used for programmatic and quality control delivery in which the County, construction management firm, consultants, and all stakeholders (Sheriff,

Probation, and Health Services Agency) are involved to review the drawings and the performance of all consultants retained for the project. In addition, the construction management firm will monitor, schedule, and coordinate activities on behalf of the County and Sheriff's Department. *(See Appendix C: Tehama County Construction Management Monitoring / Control Delivery Process and Procedures Charts).*

A single General Contractor will be responsible to organize the construction workforce, order materials, establish a quality control program, and schedule the work of all trades including mechanical, plumbing, and electrical, in a logical order. The Construction Manager, jail transition team personnel, on-site Inspector, and Project Architect will observe and inspect all completed construction work. Following substantial completion, Sheriff's Custody, Probation, and Health Services Agency personnel will transition into the functional spaces and train staff. The local fire department will inspect and verify operation of the fire safety equipment. Upon successful completion of any corrective work, inspections, and audits, final payment will be made to the General Contractor and Project Architect.

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

Tehama County has completed the initial programming, conceptual site design, and space layout for the Sheriff's Department, Probation Department, and County Health Services Agency components of the SB 1022 Tehama Community Corrections Reentry and Day Reporting Center. Because the project is an expansion of the existing County owned parcel adjacent to the Main Jail, it's anticipated that completing the CEQA process should not be an issue. Upon notification of the Conditional Award, County staff will finalize a contract with Lionakis, the Sacramento architectural firm, to validate the program and finalize the design for the Community Corrections Reentry and Day Reporting Center. The County will be prepared to award the design contract at the time of the Project Establishment. A project team consisting of representatives from the Sheriff's Department, Probation Department, Health Services Agency, County Administrative Services, and construction management firm will oversee and review the design process.

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

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

4.04: Describe the construction project timeline.

Upon notification of the Conditional Award, the County will work quickly to finalize the Real Estate Due Diligence, institute the CEQA process, Site Assurance documents, and complete the contract process to hire the design firm of Lionakis. The required documentation will be presented to the California Department of General Services (DGS) for review, then to the State Public Works Board (SPWB) for the Project Establishment by May 2014. The Schematic Design and Operational Program Statement will be submitted to BSCC/CSFM for review in October 2014. SPWB Plan Approval is scheduled for completion in August 2015, with the SPWB Consent to Ground Lease occurring in December 2015. Final Approval is scheduled for April 2016, and the Pooled Money Investment Board Loan Request in December 2015. The Department of Finance Action to Approve Drawings and Proceed to Bid will finalize in March 2016. Bids will be received in July 2016, construction will commence in August 2016, and will be completed by January 2018. *(See Appendix D: SB 1022 Detailed Construction Schedule Diagram).*

5. BUDGET REVIEW AND REASONABLENESS

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

The architectural firm of Lionakis was contracted to provide programming and the conceptual design for the Tehama Community Corrections Reentry and Day Reporting Center project. The SB 1022 application cost estimates were based on general square footages derived from (1) agency staff discussions regarding space needs, (2) acceptable functional use areas/spaces utilized in these types of facilities, and (3) state minimum jail standards. A professional cost-estimate was provided by Vanir CM estimating staff based upon

the conceptual design, and was escalated to the projected mid-point of construction. The construction estimate was reviewed by the County and Lionakis for accuracy and intent. Fees and staff time for the project budget were based upon the scope of the conceptual design and the complexity of the project type. Percentages and allowances were determined by industry averages and/or experience from past construction projects.

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

Operationally, the proposed project will allow the Tehama County criminal justice system to consolidate the community's limited, but essential, mental health, drug counseling, employment assistance, life skills, and other important resources for assisting offenders into one primary prominent downtown location. This will bring about a more cost-effective and efficient use of these types of important resources for the Sheriff, Probation Department, and the Courts. The space will allow for expanded growth and integration of other "best practices" services at this site. By co-locating the core justice agencies and offender service programs together as the project will accomplish, there will be even greater opportunity to supervise offenders and address pressing problems including substance abuse, transitional housing, benefit eligibility assistance, transportation, and employment preparation needs of local probationers, AB 109 and other in-and-out-of-custody offenders.

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

For this project, the County used Lionakis and Vanir CM, who are both recognized design and construction management firms with extensive jail and other cost effective building experience. The proposed project has been planned with clear delineations between co-located agencies and the buildings security detention areas and other public access spaces.

Working with the designer, the Sheriff and County construction staff has explored using innovative, low cost methods for construction, both pre-fabricated and onsite construction, more conventional framing and finishes in non-custody areas, and economies of scale where applicable. Throughout the design process, the

County will be seeking to emphasize the least capital cost by identifying, proposing and utilizing the most cost effective method of construction where feasible.

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

In recognition of the need to both implement evidence-based assessments and expand programs to address the broad service needs of the Realignment and other local offender populations, the Sheriff, Probation Department, and Health Services Agency are formally working together to identify and leverage potential sources of funds which are being redirected or committed to the Tehama County justice system.

The agencies have been able to obtain or expand existing funds through Public Safety Realignment, Medicaid Administrative Activity funds, Perinatal Categorical funds, Substance Abuse Prevention Treatment funds, Mental Health Services Act funds, Mental Health Medi-Cal funds, Drug Medi-Cal funds, and 1991 Health and Mental Health Realignment funding sources. These sources are being used for programming and new services directed to in-an-out-of-custody offenders.

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

The Sheriff's Department and County construction staff will seek a building design with minimum staffing cost that will translate into the lowest long-term lifecycle cost expense to community taxpayers. The County intends on not only minimizing capital construction costs, but is specifically mindful of the need to minimize lifecycle cost and thus, annual staffing and operations cost of the new facility. The programming and inmate support spaces designed for the project incorporates what research is showing will aid in reducing offender recidivism and controlling crime in Tehama County. The project also provides much needed transitional "step-down" housing for both male and female inmates that can support offender reentry efforts. Finally, this will provide the County's Court system with more options, intermediate sanctions, and alternatives involving both pretrial and sentenced offenders. This will improve the overall welfare and safety of inmates, the public, and staff assigned to the Main Jail.

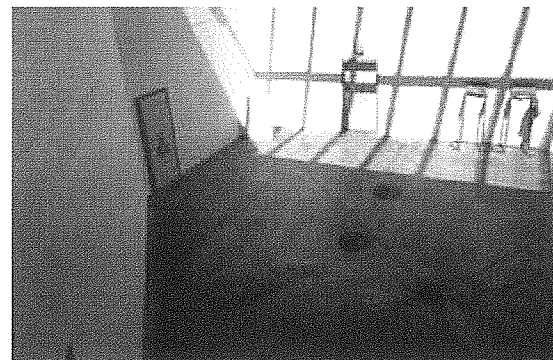
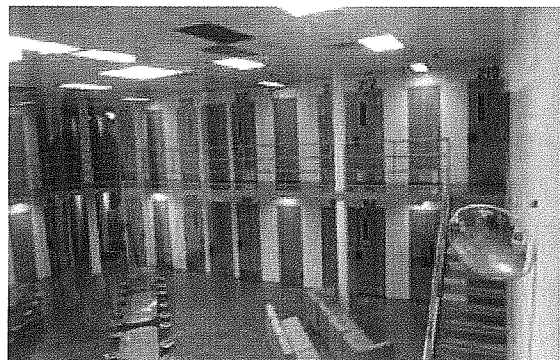
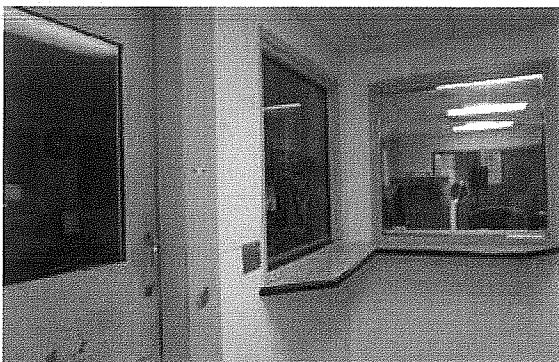
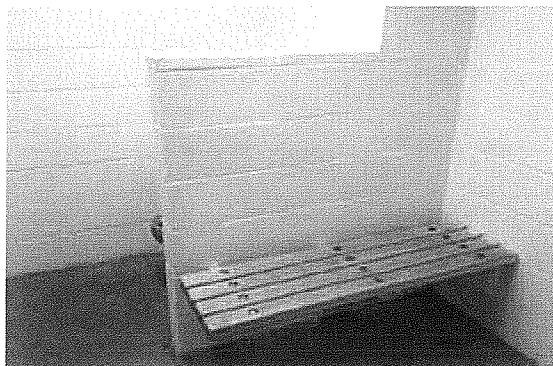
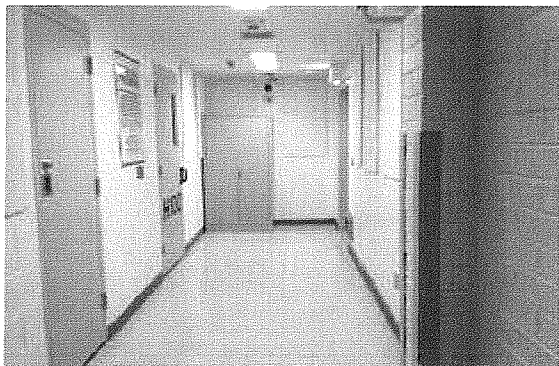
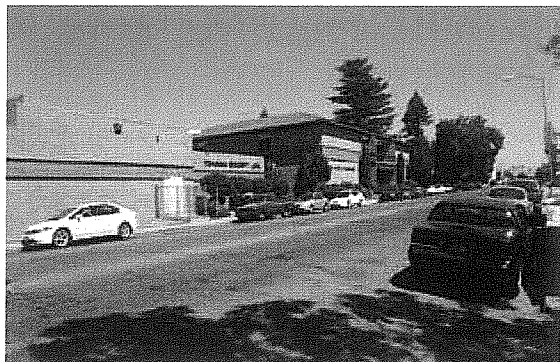
**Board of State and Community Corrections
SB 1022 Adult Local Criminal Justice Facilities
Construction Program**

***Tehama County Community Corrections Reentry
and Day Reporting Center***

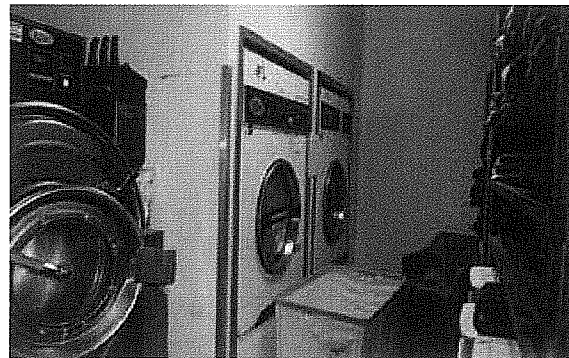
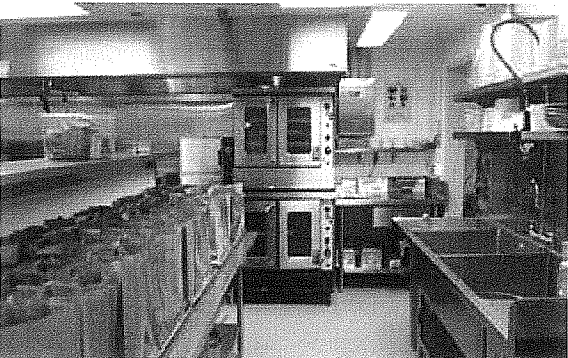
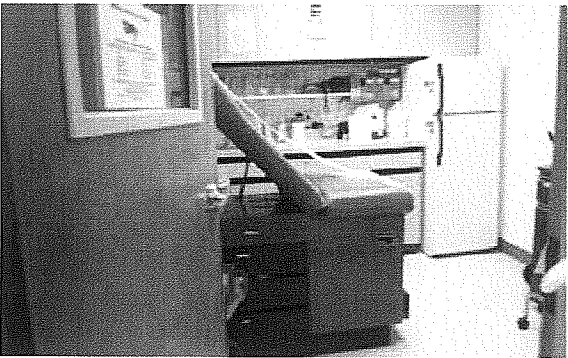
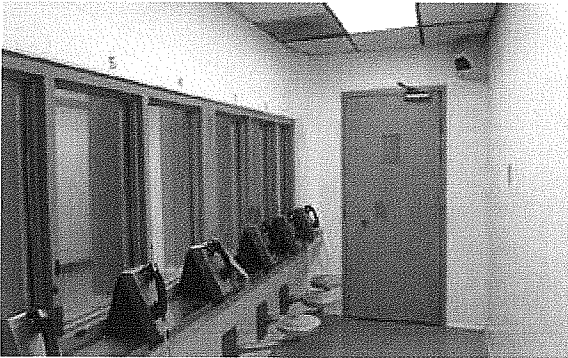
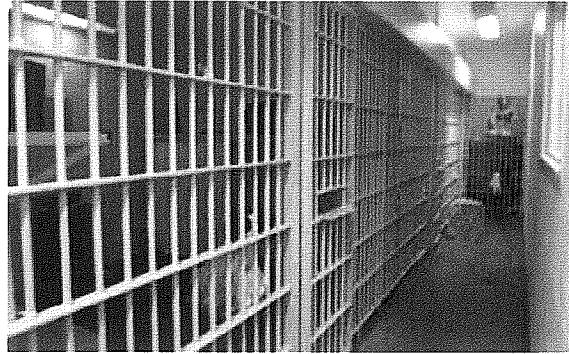
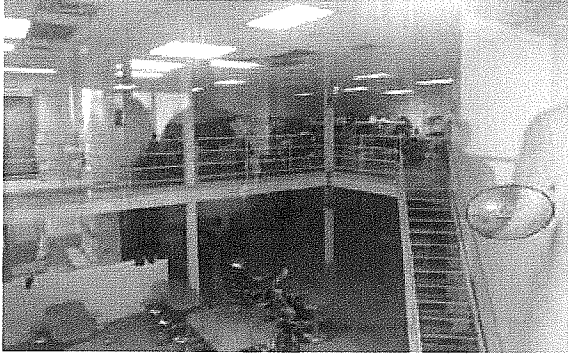
- ***Appendix A: Photo Layout of 36 Year Old Tehama County Jail***
- ***Appendix B: Aerial Overlay, Site Plan, and Space Layout For the
Tehama County Community Corrections Reentry and
Day Reporting Center***
- ***Appendix C: Tehama County Construction Management Monitoring /
Control Delivery Process and Procedures Charts***
- ***Appendix D: SB 1022 Detailed Construction Schedule Diagram***

***Tehama County Sheriff's Department
Red Bluff, CA***

Tehama County Jail Facility



Tehama County Jail Facility



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

Board of State and Community Corrections (BSCC)

**Tehama Community Corrections Reentry and Day Reporting Center
SB 1022 Key Construction Monitoring & Control Procedures Chart**

Project Team Information and Reporting System:

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

Records Management System:

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

Fiscal Auditing System:

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

Cost Control and Claim's Avoidance System:

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

Construction Contract:

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

Other Contract Agreements:

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

