



**SENATE BILL 844, ADULT LOCAL
CRIMINAL JUSTICE FACILITIES
CONSTRUCTION FINANCING PROGRAM
PROPOSAL FORM**

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SECTION 1: PROJECT INFORMATION

| A. APPLICANT INFORMATION AND PROPOSAL TYPE | | | | |
|--|--|---|--|--|
| COUNTY NAME County of Modoc | | STATE FINANCING REQUESTED \$24,516,000 | | |
| SMALL COUNTY (Below 200,000 GENERAL COUNTY POPULATION) <input checked="" type="checkbox"/> | MEDIUM COUNTY (200,000 - 700,000 GENERAL COUNTY POPULATION) <input type="checkbox"/> | LARGE COUNTY (700,001 + GENERAL COUNTY POPULATION) <input type="checkbox"/> | | |
| TYPE OF PROPOSAL – INDIVIDUAL COUNTY FACILITY /REGIONAL FACILITY PLEASE CHECK ONE (ONLY): | | | | |
| INDIVIDUAL COUNTY FACILITY <input checked="" type="checkbox"/> | | REGIONAL FACILITY <input type="checkbox"/> | | |
| B: BRIEF PROJECT DESCRIPTION | | | | |
| FACILITY NAME Modoc County Adult Rehabilitation Facility | | | | |
| PROJECT DESCRIPTION Replacement Facility with Housing, Program, Medical and Mental Health spaces | | | | |
| STREET ADDRESS 102 South Court Street | | | | |
| CITY Alturas | | STATE Ca | ZIP CODE 96101 | |
| 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, remodeled | | 46 | | 8 |
| TOTAL BEDS (A+B+C+D) | 54 | E. BEDS REMOVED/ DECOMMISSIONED | | F. NET BEDS AFTER COMPLETED PROJECT |
| | | 43 | | 11 |

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| | | | |
|---|-------------|-------------------------------------|--|
| E. APPLICANT'S AGREEMENT | | | |
| By signing this application, the authorized person assures that: a) the County will abide by the laws, regulations, policies, and procedures governing this financing program; and, b) certifies that the information contained in this proposal form, budget, narrative, and attachments is true and correct to the best of his/her knowledge. | | | |
| PERSON AUTHORIZED TO SIGN AGREEMENT | | | |
| NAME Geri Byrne | | TITLE Chair, Board of Supervisors | |
| AUTHORIZED PERSON'S SIGNATURE | | DATE 02/21/17 | |
| F. 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 Chester Robertson | | TITLE County Administrative Officer | |
| DEPARTMENT Administrative Services ; Public Works | | TELEPHONE NUMBER 530-233-7660 | |
| STREET ADDRESS 204 South Court Street, Room 100 | | | |
| CITY Alturas | STATE CA | ZIP CODE 96101 | E-MAIL ADDRESS chesterrobertson@co.modoc.ca.us |
| G. 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 Stephanie Wellemeyer | | TITLE Auditor | |
| DEPARTMENT Modoc County Auditor's Office | | TELEPHONE NUMBER 530-233-6207 | |
| STREET ADDRESS 108 E. Modoc Street | | | |
| CITY Alturas | STATE CA | ZIP CODE 96101 | E-MAIL ADDRESS stephaniewellemeyer@co.modoc.ca.us |
| H. DESIGNATED PROJECT CONTACT PERSON | | | |
| This person is responsible for project coordination and day-to-day liaison work with the BSCC. (Must be county staff, not a consultant or contractor, and must be identified in the Board of Supervisors' resolution.) | | | |
| PROJECT CONTACT PERSON | | | |
| NAME Julie Winkle | | TITLE Jail Sergeant | |
| DEPARTMENT Modoc County Sheriff Department | | TELEPHONE NUMBER 530-233-4416 | |
| STREET ADDRESS 102 South Court Street | | | |
| CITY Alturas | STATE CA | ZIP CODE 96101 | E-MAIL ADDRESS jwinkle@modocsheriff.us |

SECTION 2: BUDGET SUMMARY

Budget Summary Instructions

(This must be part of the 35 page narrative) 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 “Budget Considerations” page 22 of the Senate Bill (SB) 844, Construction of Adult Local Criminal Justice Facilities (ALCJF’s) 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 D 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. It is necessary to fully include each eligible project cost for state-reimbursed, county cash, and county in-kind contribution amounts.

The in-kind contribution line items represent only county staff salaries and benefits, needs assessment costs, transition planning costs and/or current fair market value of land. An appraisal of land value will only be required after conditional award 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 requesting a reduction in county contribution must state so in part A of this section. The County contribution must include all costs directly related to the project necessary to complete the design and construction of the proposed project, except for those eligible costs for which state reimbursement is being requested.

State financing limits (maximums) for all county proposals are as follows. For proposed regional ALCJF’s, the size of the lead county determines the maximum amount of funds to be requested for the entire project. In the small county category the lead county may request up to an additional 10% of the maximum amount as an incentive to build a regional facility:

- **\$70,000,000** for large counties;
- **\$30,000,000** for medium counties; and,
- **\$25,000,000** for small counties.

A. Under 200,000 Population County Petition for Reduction in Contribution

Counties with a population below 200,000 may petition the Board of State and Community Corrections (BSCC) 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 844 RFP and Proposal process and receives a conditional award. The county (below 200,000 population) may request to reduce the required match to an amount not less than the total non-state reimbursable projects cost as defined in Title 15, Division 1, Chapter 1, Subchapter 6, Construction Financing Program section 1712.3. If requesting a reduction in match contribution, check the box below to indicate the county's petition.

By checking this box the county hereby petitions for a contribution reduction request as reflected in the proposal budget.

B. Readiness to Proceed Preference

In order to attest that the county is seeking the readiness to proceed with the proposed project, the county included a Board of Supervisors' resolution doing the following: 1) identifying and authorizing an adequate amount of available matching funds to satisfy the counties' contribution, 2) approving the forms of the project documents deemed necessary, as identified by the board to the BSCC, to effectuate the financing authorized in SB 844 3) and authorizing the appropriate signatory or signatories to execute those documents at the appropriate times. The identified matching funds in the resolution shall be compatible with the state's lease revenue bond financing. Additionally see Section 6 "Board of Supervisors' Resolution" for further instructions.

This proposal includes a Board of Supervisors' Resolution that is attached and includes language that assures funding is available and compatible with state's lease revenue bond financing. See below for the description of compatible funds.

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 (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.

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

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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.

Authorization to Proceed with the Project. The Project proposed in the County's SB 844 Financing Program proposal is authorized to proceed in its entirety when and if state financing is awarded for the Project within the SB 844 Financing Program.

C. California Environmental Quality Act (CEQA) compliance

Has the county completed the CEQA compliance for the project site?

Yes. If so, include documentation evidencing the completion (preference points).

No. If no, describe the status of the CEQA certification.

D. Agreement Not to Lease Beds if Increasing County Capacity

If the proposed project results in a net increase in rated beds in the county, will the county certify and covenant in writing that the county will not lease housing capacity from the proposed SB 844 project to any other public or private entities for a period of 10 years beyond the completion date of the adult local criminal justice facility?

Yes. The County agrees that if the project results in a net increase in rated beds, the County will not lease capacity in the SB 844 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. The County further agrees to certify and covenant in writing to this requirement in future agreements as provided by the BSCC and/or SPWB.

No. (Project not eligible for SB844 funding)

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E. Budget Summary Table (Report to Nearest \$1,000)

| LINE ITEM | STATE REIMBURSED | CASH CONTRIBUTION | IN-KIND CONTRIBUTION | TOTAL |
|------------------------------------|----------------------|-------------------|----------------------|----------------------|
| 1. Construction | \$ 22,310,000 | \$ | | \$ 22,310,000 |
| 2. Additional Eligible Costs* | \$ 500,000 | \$ 85,000 | | \$ 585,000 |
| 3. Architectural | \$ 560,000 | \$ 100,000 | | \$ 660,000 |
| 4. Project/Construction Management | \$ 1,130,000 | \$ | | \$ 1,130,000 |
| 5. CEQA | \$ | \$ | | \$ |
| 6. State Agency Fees** | \$ 16,000 | \$ 75,000 | | \$ 91,000 |
| 7. Audit | | \$ | \$ 10,000 | \$ 10,000 |
| 8. Needs Assessment | | \$ 35,000 | \$ | \$ 35,000 |
| 9. Transition Planning | | \$ | \$ 75,000 | \$ 75,000 |
| 10. County Administration | | | \$ 90,000 | \$ 90,000 |
| 11. Land Value | | | \$ 100,000 | \$ 100,000 |
| TOTAL PROJECT COSTS | \$ 24,516,000 | \$ 295,000 | \$ 275,000 | \$ 25,086,000 |
| PERCENT OF TOTAL | 98% | 1% | 1% | 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)

** For State Agency Fees: State reimbursable costs include Real Estate Due Diligence only. State Fire Marshal fees may only be claimed as cash match.

Provide an explanation below of how the dollar figures were determined for each of the budget categories 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 budget category explanation below, include how state financing and the county contribution dollar amounts have been determined and calculated (be specific).

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1. **Construction (includes fixed equipment and furnishings) (state reimbursement/cash match):** Construction costs are based on programmatic estimate of a 2 story stand-alone replacement facility located east of the existing Modoc County Jail. Construction cost includes all costs associated with fixed construction costs for the new facility and associated site improvements. The estimate for construction cost is \$16,061,000 in today's dollars. The listed construction cost includes escalation costs to the mid-point of construction, construction contingency, and design fees for the Architect of Record. The total construction cost of \$22,130,000 is completely in the category of State Reimbursement with no cash match by the county.

2. **Additional Eligible Costs (specified allowable fees, moveable equipment and furnishings, and public art)**
 - a) **Define each allowable fee types and the cost of each:**
 - b) **Moveable equipment and moveable furnishings total amount:**
 - c) **Public art total amount:**

Includes cost for non-fixed items necessary to operate the facility and outfit program and treatment areas such as furniture, fixtures and equipment, and inmate management systems, as well as infrastructure to support a video visitation system. \$85,000 of this item is will be cash contribution and \$500,000 of this item will be in the category of State Reimbursement.

3. **Architectural(state reimbursement/cash match):**
 - a) **Describe the county's current stage in the architectural process:** Ready to begin Project Establishment
 - b) **Given the approval requirements of the State Public Works Board (SPWB) and associated state reimbursement parameters (see "State Lease Revenue Bond Financing" section in the RFP), define which portions/phases of the architectural services the county intends to seek state dollar reimbursement:** Schematic Design through Construction Documents
 - c) **Define the budgeted amount for what is described in b) above:** The amount budgeted for Architectural Services is for the "Master" Architect only. They will prepare Performance Criteria for the Design-Build Entity.
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** Only the Project Establishment Phase

Define the budgeted amount for what is described in d) above: \$100,000

4. **Project/Construction Management - Describe which portions/phases of the construction management services the county intends to claim as:**
 - a) **Cash:** None
 - b) **In-Kind:** None

All of the Construction Management services costs will be state reimbursed.

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5. **CEQA – may be state reimbursement (consultant or contractor) or cash match**
CEQA is complete. The county is not seeking cash contribution for this item.
6. **State Agency Fees – Counties should consider approximate costs for the SFM review which may be county cash contribution (match). \$16,000 for the due diligence costs which may be county cash contribution (match) or state reimbursement.** Due Diligence Costs - \$16,000 (State Reimbursed), SFM review: \$75,000 - estimated (Cash Contribution)
7. **Audit of Grant - Define whether the county is intending to use independent county auditor (in-kind) or services of contracted auditor (cash) and amount budgeted:** Independent County Auditor (in-kind): \$10,000
8. **Needs Assessment - Define work performed by county staff (in-kind), define hired contracted staff services specifically for the development of the needs assessment (cash match) :** The County hired contracted services specifically for the development of the needs assessment provided with this proposal (cash match): \$35,000
9. **Transition Planning – Define work performed by county staff (in-kind), define the staff hired specifically for the proposed project (cash match):** The County will use Sheriff's staff for transition planning and operational training at the new facility (in-kind): \$75,000
10. **County Administration – Define the county staff salaries/benefits directly associated with the proposed project.** The County will use its staff to provide internal administration of the project. (in-kind): \$90,000
11. **Site Acquisition - Describe the cost or current fair market value (in-kind):** \$100,000 as determined in the D.J. Martin January 18, 2017 appraisal

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 Public Works Board (State Capital Outlay Process)/Board of State and Community Corrections Processes and Requirements” section, page 30 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 time frames for specific milestone activities in this process. The BSCC Board intends to make conditional awards at its June 2017 board meeting.

| KEY EVENTS | START DATES | COMPLETION DATES | COMMENTS |
|--|-------------|------------------|---|
| Site assurance/comparable long-term possession <u>within 90 days of award</u> | 6/9/2017 | 9/7/2017 | |
| Real estate due diligence package submitted <u>within 120 days of award</u> | 6/9/2017 | 10/7/2017 | |
| SPWB meeting – Project established <u>within 18 months of award</u> | 6/9/2017 | 2/9/2018 | |
| Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects) | N/A | N/A | Design-Build |
| Performance criteria with Operational Program Statement <u>within 30 months of award</u> (design-build projects) | 2/9/2018 | 8/10/2018 | |
| Design Development (preliminary drawings) with Staffing Plan | N/A | N/A | Design-Build |
| Staffing/Operating Cost Analysis approved by the Board of Supervisors | 8/10/2018 | 10/2/2018 | |
| Construction Documents (working drawings) | N/A | N/A | Design-Build |
| Construction Bids or Design-Build Solicitation | 10/2/2018 | 12/6/2018 | |
| Notice to Proceed <u>within 42 months of award</u> | 3/8/2019 | 3/8/2019 | NTP issued after County B.O.S. & state approval |
| Construction (maximum three years to complete) | 3/8/2019 | 12/18/2020 | Design & Build |
| Staffing/Occupancy <u>within 90 days of completion</u> | 12/18/2020 | 3/18/2021 | |

SECTION 4: FACT SHEET

To 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 3 in Section 4 Fact Sheet).

Table 1: Provide the following information

| | | |
|-----|--|-------|
| 1. | County general population | 9,443 |
| 2. | Number of detention facilities | 1 |
| 3. | BSCC-rated capacity of jail system (multiple facilities) | 43 |
| 4. | ADP (Secure Detention) of system | 25.2 |
| 5. | ADP (Alternatives to Detention) of system | 0 |
| 6. | Percentage felony inmates of system | 80.1% |
| 7. | Percentage non-sentenced inmates of system (this is not for the pretrial information that is requested in the rating criteria Section 5) | 61.5% |
| 8. | Arrests per month | 38 |
| 9. | Bookings per month of system | 46 |
| 10. | “Lack of Space” releases per month | 0 |

Table 2: Provide the name, BSCC-rated capacity (RC) and ADP of the adult detention facilities (type II, III, and IV) in your jurisdiction (county)

| | Facility Name | RC | ADP |
|----|-----------------------------|----|------|
| 1. | Modoc County Jail (Type II) | 43 | 25.2 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |

| Table 3: List of the offender assessments used for determining programming | | |
|---|--------------------------------------|------------------------------|
| Assessment tools | | Assessments per Month |
| 1. | ORAS / PAT Pre-Trial Assessment Tool | 10.3 |
| 2. | Educational Assessment | 8 |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |

SECTION 5: NARRATIVE

1. Statement of Need:

What are the safety, efficiency, and offender programming and/or treatment needs addressed by this construction proposal? Please cite findings from the needs assessment (through 2019) submitted with this proposal.

The Modoc County Sheriff's Department operates one Type II Jail Facility, located in Alturas, California. This jail was constructed in 1978, with additions to the building in 1985 and 1990. The design of the jail is generally linear; housing is provided by several "tanks" consisting of a small dayroom with adjoining cells and three dormitories. The "tanks" are part of the original building and are located on a series of narrow hallways. The dormitories are located in a remote addition to the main building. The 2017 Jail Needs Assessment update (JNA) prepared by DSA Planning, Inc. summed up the existing Modoc County Jail with this statement: "The existing jail continues to age and become increasingly less functional and expensive to maintain. It lacks numerous functional components that are standard to any jail, let alone contemporary ones."

The current Modoc County Jail does not (1) allow for efficient visual supervision, (2) provide adequate program spaces, (3) allow for proper inmate classification, (4) provide adequate sobering and safety cells and



Modoc County Jail (Courthouse Beyond)

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(5) have any medical and mental health treatment areas. Therefore, Modoc County is seeking SB 844 funding to increase safety and efficiency by replacing the staff intensive, sub-standard, compacted and ultimately unsafe Modoc County Jail with the new Modoc County Adult Rehabilitation Facility.

Existing Modoc County Jail Floor Plan



Visual Supervision

The layout of the Modoc County Jail creates significant safety issues and operational inefficiencies.

The linear design of the facility requires correctional officers to fully enter each housing area in order to view the inmate areas. There are multiple potential hiding areas throughout the hallways and housing areas that provide safety concerns for officers, as well as other inmates. The inability to adequately provide

visual supervision dramatically increases the risk of sexual abuse, inmate fighting, escapes and suicides in the existing Modoc County Jail.



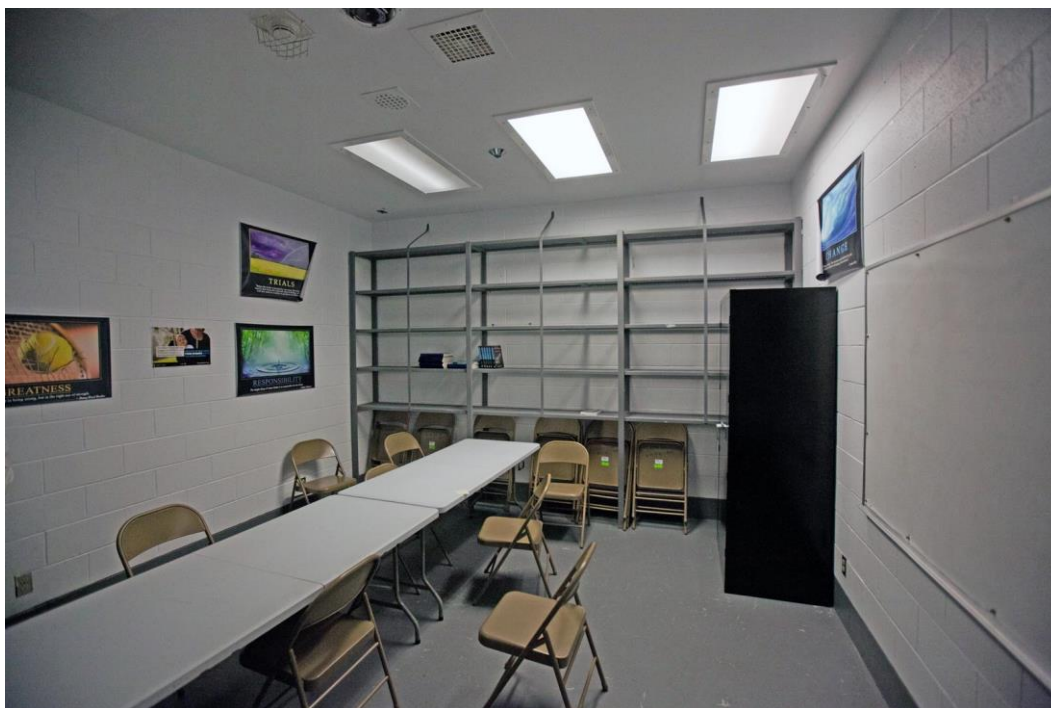
Main hallway.



View down the main hallway. Doors to two "tanks"

Program Space

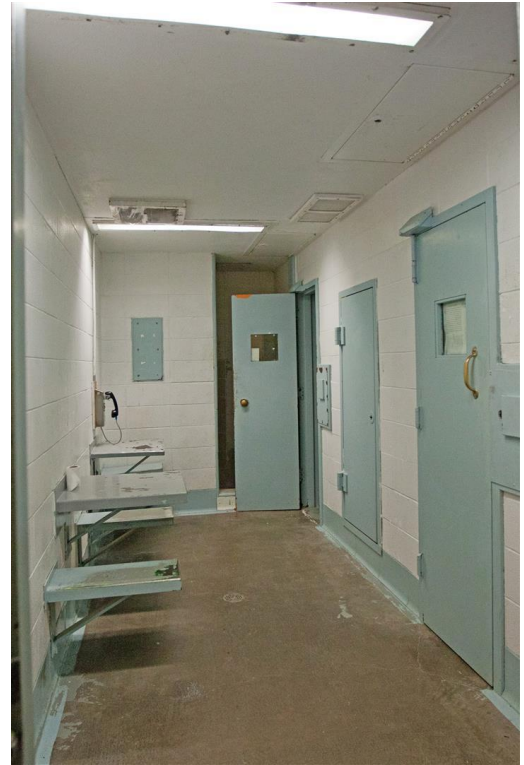
The existing Modoc County Jail only has one program room, located in the 1990 addition to the main building. The small size of the program room limits groups and activities sizes available for inmates. The physical location of the room and lack of windows into the space create an unsafe space that is difficult to supervise. Several program providers would like to provide services to inmates, but currently refrain because they do not feel safe in this space. The JNA states that the lack of program space has created an “urgent need” for the County and lists additional programs that may be offered if additional program space was available and was easier to supervise.



Existing Program Room

Classification

The original Modoc County Jail with the addition of three dormitories was designed for 74 beds. Because there is not sufficient dayroom space and other spaces in the facility, Modoc County removed 31 beds to comply with BSCC requirements and reduce the capacity to 43 rated beds. The housing units are configured in one 2-person “tank”, three 4-person “tanks”, one 6-person “tank”, one 7-person dormitory and two 8-person dormitories. A proper separation and segregation of inmates is very difficult to achieve on a daily basis due to the size and



Existing “Tank” Dayroom

configuration of the existing housing units. The JNA states that the existing jail has an “urgent need” for the construction of more double and single bunked cells. This will allow the inmates to be properly separated as envisioned by the Sheriff’s Classification plan.

Intake

The current intake area consists of one intake booth adjacent to the staff station, one holding cell and one safety cell. Modoc County often has the need for more sobering and safety cells to keep inmates



Existing Safety Cell (under-repair).

safe and separated while they are being booked and are cleaning up. Additional sobering and safety cells are critical to the safety of inmates in the facility.

Medical Treatment and Mental Health

The existing jail does not have any medical facilities or special use beds, medical or mental health. Changes in inmate population due to AB109 realignment resulting in longer-term stays and more serious offenders have become seriously problematic for jail staff, inmates and the general public. Currently, even for minor medical issues, inmates are taken to the local E.R. This process requires additional sheriff's staff time and adds risk for the medical providers and the public at the hospital. Additionally, there is currently limited space for one-on-one counseling. The County has a need for mental health specific beds and adequate treatment space for all health issues.

Modoc County has long recognized the physical shortcomings of the Modoc County Jail, but has lacked the financial resources to make necessary improvements. The existing County Jail has deficiencies in visual supervision capabilities, program space, classification options and intake cells



Control station (1978)

and lacks medical / mental health spaces. SB 844 would provide the opportunity for the County to construct a safe and efficient facility with the construction of the Modoc County Adult Rehabilitation Facility.

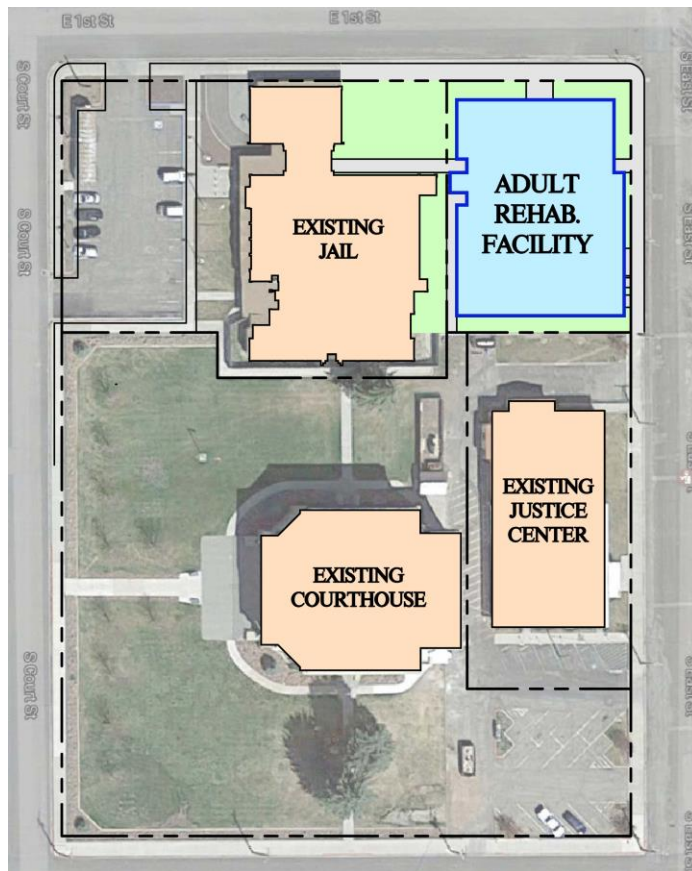
2. Scope of Work:

Describe the areas, if any, of the current facility to be replaced or renovated, and the nature of the renovation, including the number of cells, offices, classrooms or other programming/treatment spaces to be replaced or added and the basic design of the new or renovated units.

The 2017 Jail Needs Assessment update (JNA) prepared by DSA Planning, Inc. identified a number of design and space deficiencies at the Modoc County Jail. The JNA specifically identified the need to improve visual supervision, program space, options for inmate classification, intake cells, and medical/mental health services. The County

proposes the construction of the Modoc County Adult Rehabilitation Facility to replace the existing jail in order to address all of these issues.

The proposed Modoc County Adult Rehabilitation Facility will be a separate, stand-alone facility on County owned land, east of the existing jail. This project will increase the safety and staffing efficiency for the County and allow for more programs to be provided within the facility.



Modoc County Adult Rehabilitation Facility Site Plan

Elements of the Project

Housing

There will be two housing pods, one for male inmates, one for female inmates. Each housing pod will be a combination of double and single cells with the ability to accommodate medium and maximum security inmates. The housing unit for males will have a capacity of 38 male inmates, while the housing for females will have a capacity of 8 female inmates. This will provide the County with a housing capacity of 46 BSCC rated beds. The configuration of cells will allow the County greater ability to separate inmates by classification.

Each housing pod will include a dayroom designed to provide a safe environment for inmates to be out of their cells, including areas for meals and video visitation. Each dayroom will have direct access to an outdoor recreation area, and a program room will be dedicated to each housing pod. The dedicated program room will be large enough for small groups or for one-on-one counseling. Each dayroom will also be designed to accommodate programs for large groups.

The housing units will be designed to provide adequate visual supervision by the correctional officers. This supervision will create a safer facility and minimize risks of sexual abuse within the facility.

Program Spaces

The design of the Modoc County Adult Rehabilitation Facility will provide several options for spaces to be utilized for inmate programs in the facility. Each housing pod will have a dedicated program room allowing for easy access and movement of

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inmates. Small interview rooms will be located at intake and near the medical unit. One large program room will be in a location that can be shared by both housing units. Additionally, dayrooms and the family re-unification room located at visitation will be configured to be used for programs while classes can be offered in the kitchen and laundry areas. The design will also include a law library and a lending library. The Modoc County Sheriff is excited to have the ability to expand the programs offered to the inmates and this will be reflected in the design of the facility.

Visitation

The Modoc County Adult Rehabilitation Facility will include space for onsite, in-person visitation surpassing the minimum requirements. Six visitations booths and one private/attorney booth will be included in the facility design. The visitation area will also include a secure, family re-unification (contact visitation) room. The visitation area will be located directly off the main building lobby and adjacent to the administration area. This will allow for easy access for the public and a clear line of security for the facility. The administration staff will be able to monitor the visitation area.

Intake

Intake/booking will include spaces for processing, showering/change out, property storage and other accessory spaces. Two safety cells, two sobering cells and one holding cell will provide the County necessary flexibility at intake. With the growing drug use problem in Modoc County there is a need for additional safety and sobering cells within the facility.

Medical/Mental Health

There will be an area for medical exams and treatment located along the main inmate circulation corridor, easily accessible for inmates in all housing units. An interview/treatment room will be provided for counseling or tele-med services. A small housing pod, 8-beds, will be located as part of the medical unit for inmates that need additional medical or mental health care.

Public Spaces/Administration

The Modoc County Adult Rehabilitation Facility will include a modest public lobby to accommodate visitors and members of the public for various purposes.

Administration space for jail staff will be provided adjacent to the public lobby. This administrative area will be located adjacent to the visitation area in order to increase the ability of staff to monitor activity. The Sheriff's administration and patrol divisions will be located in the building just west of the proposed facility. The Jail Administration will have easy access to the rest of the Sheriff's department to facilitate the entire department continuing to work as a team.

The proposed Modoc County Adult Rehabilitation Facility will provide the County with a safe, efficient building that is constructed to maximize visual supervision and provide for increased inmate programs and services. With improved supervision for all inmate areas the risk of sexual abuse, inmate incidents and suicide attempts will be dramatically decreased.

Efforts to Address Sexual Abuse

The Modoc County Sheriff is committed to the design and operation of an adult rehabilitation facility that establishes systems to eliminate sexual abuse in the facility and helps to preserve the dignity of the inmates. This project provides a facility that allows for direct visual supervision of the inmate areas, greatly reducing risks of sexual abuse. The Sheriff's policies and procedures regarding PREA standards will be easier to follow and train the Correctional Officers to administer in the new facility. The proposed facility will include space for inmate education while incarcerated and improve Modoc County's current continuum of care services. The design will also allow Correctional staff to properly separate inmates by classification type.

Facility Design

The design of the proposed Modoc County Adult Rehabilitation Facility will maximize visual supervision of the inmate spaces and the facility will minimize "blind spots" or areas where staff or inmates may be isolated. The existing Modoc County Jail has numerous blind spots in every housing unit as well as in circulation systems. These deficiencies make the staff's supervision duties extremely unsafe and have created multiple areas for potential sexual abuse. While the safety of the inmates and the correctional staff in the facility are paramount, the facility will also be designed to preserve the dignity of the inmates according to PREA requirements.

Policies and Procedures

Modoc County Sheriff's Office currently trains their officers on the requirements of the Prison Rape Elimination Act (PREA). They have policies and procedures in place for

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supervising the Modoc County Jail with the purpose of eliminating sexual abuse and sexual harassment in the Jail. The design of the existing Jail makes it very difficult, if not impossible to monitor all of the spaces that may be occupied by inmates at any given time. The proposed Modoc County Adult Rehabilitation Facility will be far more efficient for supervising inmate activities, and will allow for visual supervision of all inmate spaces from a central staff station. The new facility will also have video monitoring systems that will allow the Sheriff's office to investigate issues in the facility. The existing facility has few cameras that are able to be used for investigative purposes. As a rural county in California, Modoc County has had difficulty finding adequate numbers of staff for supervising both male and female inmates to comply with PREA regulations. In the past few years the appropriate ratio of female to male staff have been hired to reduce issues of sexual harassment / abuse with County staff in the facility.

Inmate Education

Inmate education is a major factor for eliminating sexual abuse and sexual harassment in local jails. The Modoc County Adult Rehabilitation Facility will include program facilities that can be used to provide video training regarding expectations, rights, policies and procedures for sexual abuse and sexual harassment. The Modoc County Community Corrections Partnership (CCP) has designed a behavioral health continuum of care that addresses the pre-trial, incarceration, and post incarceration needs of inmates. This continuum of care includes assessment, reporting, and treatment of substance abuse and mental health disorders including sexual abuse which includes use of trauma focused cognitive behavioral therapy as indicated. The proposed design

of the Modoc County Adult Rehabilitation Facility will address facility needs for continuum of care services to prevent and treat sexual abuse victims.

Classification

One of the simplest methods to eliminate sexual abuse in local jails is to classify the inmates correctly and separate them appropriately. The Modoc County Sheriff's Office has very few options for housing inmates correctly, based on classification, at the existing Modoc County Jail, as the existing jail is set up with a series of dormitories that make it difficult to separate inmates if needed. The design of the proposed Modoc County Adult Rehabilitation Facility will include double and single cells that open to a common dayroom for each inmate group. This configuration for each pod will protect inmates against sexual abuse by keeping inmates separated by classification and staff will be able to monitor each cell and the dayroom with ease.

The Modoc County Sheriff's office has been working diligently to keep the Modoc County Jail safe and reduce sexual abuse in the Jail even before PREA was implemented. While the existing Jail has multiple unsafe areas that present potential areas for Sexual Abuse and Sexual Harassment in the facility, the proposed new facility will eliminate these hazardous areas and help the Sheriff to construct a Rehabilitation Facility that eliminates sexual abuse and sexual harassment in the facility.

3. Programming and Services:

Describe the programming and/or treatment services currently provided in the facility. Provide the requested data on pretrial inmates and risk-based pretrial release services. Describe the facilities or services to be added as a result of the proposed construction; the objectives of the facilities and services; and the staffing and changes in staffing required to provide the services.

Current Programming and Treatment Services

The Modoc County Sheriff's Department takes pride in providing a variety of programs to inmates in order to reduce the tension level in the jail and help reduce recidivism after release. In spite of the lack of program space at the existing jail, the following programs are offered to authorized inmates:

- **Dialectical Behavior Therapy (DBT)**

Modoc County Behavioral Health is holding group therapy that is using a Dialectical Behavior Therapy (DBT) program, which is a yearlong course. Separate 90 minute group sessions are provided to male and female inmates.

- **Tele-Med appointments**

Modoc County Behavioral Health is also providing Tele-Med appointments for inmates as needed in conjunction with Modoc Medical Clinic PA that sees the inmates for medical needs.

- **Alcohol and Drug Services**

Modoc County Alcohol and Drug provides substance abuse classes once a week for both men and women. They are also using the DBT course.

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- **Alcoholics Anonymous (AA)**

Once a week an AA counselor provides classes for female inmates. At this time there is not a provider for the male inmates.

- **Training, Employment and Community Health, Inc. (TEACH) - Life Skills**

TEACH provides Life Skills Classes to inmates once a week, for an hour long session, for both female and male inmates. Since May of 2016 when the classes first began, there have been 55 total participants who have attended at least one class, with many of them attending 10 classes or more. TEACH uses the Hazelden Personal Growth and Practical Guidance Living Skills Curriculum for instruction. Guest speakers and guest presenters from various local agencies and service providers are also brought into the classroom on a regular basis. The focus topics for Life Skills classes include Values and Responsibilities, Interpersonal Skills, Refusal Skills, Making Decisions, Setting and Attaining Goals, Hygiene and Self Care, Healthy Relationships, Managing Money, Looking for Work and Securing Housing. During the Life Skills classes, the instructor is able to offer additional services such as assistance signing up for Medi-Cal coverage within 30 days of their release and educating them on other services and classes available within the County. The instructor helps facilitate the coordination of inmates scheduling assessments and appointments for behavioral health services after their release. Inmates are also encouraged to continue attending Life Skills classes that are offered after their release.

- **Yoga**

Once a month a certified Yoga instructor from TEACH instructs a Yoga class for both male and female inmates. This class goes for one hour. The inmates really enjoy these classes and the County plans to expand these services when more space is available.

- **Nurturing Parenting Program**

Since the fall of 2015, TEACH provides Nurturing Parenting classes in the Modoc County Jail. Nurturing Parenting classes are held once a week with a one hour class for females and a one hour class for males. The Nurturing Parenting Program is a family-centered, trauma-informed initiative designed to build nurturing parenting skills as an alternative to abusive and neglecting parenting and child-rearing practices. The long term goals are to prevent recidivism in families receiving social services, lower the rate of multi-parent teenage pregnancies, reduce the rate of juvenile delinquency and alcohol abuse, and stop the intergenerational cycle of child abuse by teaching positive parenting behaviors.

- **Religious Services**

Once a week religious services from the Faith Baptist Church and the Jehovah Witness Church are offered.

- **In-House Library**

An in-house library cart goes cell to cell once a week for book check out and exchange for all inmates. Once or twice a month new books are acquired/donated from the local used book dealer to keep the selection fresh for all inmates.

Pretrial inmates and risk-based pretrial release services

During the period of time between January 1, 2015 and December 31, 2015, 52% of the inmates in the Modoc County Jail were pretrial status inmates.

The Sheriff's Office / Jail uses the Ohio Risk Assessment System (ORAS) to determine if an inmate is qualified for alternatives to incarceration programs. If an offender qualifies for an Own Recognizance (O.R.) release based on initial assessment, a further assessment is completed by a supervisor. If O.R. is recommended by the Jail Commander, the District Attorney's Office will contact the judge to request release. Based on the decision of the Court, the jail staff can then release the offender on signed promise to appear with any stipulations requested by the judge.

All misdemeanor offenses receive a citation without being booked into the Modoc County Jail, unless the officer has reason to believe that the offense will continue after the citation.

New Program Space and Services

The proposed Modoc County Adult Rehabilitation Facility will provide a variety of spaces for programs throughout the building. This will allow for easier access to programs for inmates and safer spaces for the staff and instructors. The County will be able to expand programs, run multiple programs concurrently, provide medical services, and expand mental health services.

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Program rooms of different sizes will be constructed to accommodate classes, counseling and therapy for groups and individuals. Each housing unit will have direct access to a program room creating simple inmate movement to program spaces. This reduction in overall inmate movement will result in decreased disturbances and serious incidents of injury to inmates and staff.

The facility's medical exam/clinic area will improve inmate access to medical services. The clinic will give service providers a secure, confidential space to provide inmates greater access to services.

Mental Health Services will be dramatically expanded with the new facility. Assessment space will be included at the intake area to conduct needs and risk assessments. A new mental health housing unit will provide beds and program space for crisis intervention counseling, treatment services, and clinical mental healthcare.

The program spaces included in the design of the Modoc County Adult Rehabilitation Facility will allow the Sheriff's office to expand existing programs and provide additional programs and services for the inmates. Examples of changes to the programs that will be offered when the new facility is complete include:

- Modoc County Behavioral Health will be doing all mental health and drug and alcohol assessments within the jail. This will ensure that when the inmate is released they are ready to go directly into treatment programs with Behavioral Health so that there is no lapse in services.
- Frequency of existing classes offered can be increased because multiple programs can be offered at the same time.

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- Yoga classes will be offered more often, since there will be space to accommodate the classes.
- Vocational Classes: The Sheriff's staff will be offering expanded and additional vocational training. Currently inmates are trained in Laundry Services and Culinary Arts. The new facility will have a kitchen and laundry area that are easier to monitor and plan on expanding these training programs to provide Certified Food Handler and Certified Washroom Technician courses.

The Modoc County Community Corrections Partnership (CCP) has made the jail replacement project and the programs offered within the Jail one of the top priorities for Modoc County. The Sheriff's Office, Probation Department, District Attorney, Public Defender, Modoc Superior Court and Modoc County Behavioral Health Services have committed to expanding and adding to the programs for inmates in an effort to reduce recidivism in Modoc County. These groups have established a team that provides a continuum of care for the offender population.

Staffing for Programming

The jail's compliment of community service providers including the Modoc County Behavioral Health and Social Services Departments will continue to support programming needs at the Adult Rehabilitation Facility. The County's Behavioral Health Department and Probation Department will work with the Sheriff's Office to develop and implement new mental health treatment services provided at the jail. The County Board of Supervisors has committed to adding 2.5 FTE corrections officer at the Adult

Rehabilitation Facility. These new officers, additional community volunteers and other groups in the CCP will be instrumental in providing programming for the inmates at the Modoc County Adult Rehabilitation Facility.

4. Administrative Work Plan:

Describe the steps required to accomplish this project. Include a project schedule, list the division/offices including personnel that will be responsible for each phase of the project, and how it will be coordinated among responsible officials both internally and externally.

Modoc County has developed an Administrative Work Plan that addresses the needs of the Modoc County Adult Rehabilitation Facility. The County has selected the design-build delivery method for this project. This delivery method will help to accelerate the design and construction process and create a more collaborative delivery of the project.

The project will be handled from start to finish by a **Project Oversight Team** and a **Project Management Team**. This work plan will assure that the project scope, project schedule, construction budget, and construction quality are maintained throughout all steps of design and construction.

The **Project Oversight Team** will provide direction and guidance to the Project Management Team throughout the project, and will provide regular updates to the Modoc County Board of Supervisors.

Project Oversight Team

- Patricia Cullins – Supervisor, District 2
- Elizabeth Cavasso – Supervisor, District 4
- Sheriff Mike Poindexter – Modoc County Sheriff
- Chester Robertson – County Administrative Officer
- Stephanie Wellemeyer – County Auditor

The **Project Management Team** will ensure that all necessary components are incorporated in the design and construction of the facility. This team will be responsible for the detailed management of the project from project establishment through occupancy of the facility, ensuring seamless continuity throughout the project.

Project Management Team

- Undersheriff William “Tex” Dowdy – Modoc County Sheriff’s Office
- Sergeant Julie Winkle – Jail Commander Modoc County Sheriff’s Office.
- County Project Administrator – County Administrative Office/Department of Public Works
- Master Architect – External Consultant
- Construction Manager – External Consultant
- Representatives of other County agencies as needed including: County Counsel, Information Services, Building & Planning, Probation, Health & Human Services, etc.

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The Modoc County Administration Office will provide overall coordination for the project. The County will designate a representative to facilitate the Project Management Team. The **County Project Administrator** will serve as the Project Management Team lead and provide direct administration and oversight of the Master Architect, Construction Manager, the Design-Build Entity and any other consultants necessary for this project. They will coordinate with the Auditor-Controller and CAO for all financial aspects of the project. The Project Administrator will provide consistent oversight of the project from project establishment through occupancy and close-out phases of the project.

Sheriff's Department members of the Project Management Team include Undersheriff William "Tex" Dowdy and Sergeant Julie Winkle (Jail Commander). They will provide operational expertise and technical assistance throughout all phases of the project. Sergeant Winkle will also lead the transition team including policies and procedures, post order, training and occupancy.

Modoc County will select a **Master Architect** as part of the project team. The Master Architect will begin pre-design efforts after conditional award and develop performance criteria after project establishment. They will be present through Design-Build Entity proposals and presentations and will be available to answer questions and offer insight throughout the project.

A **Construction Management** Firm will be contracted as part of the Project Management Team. The Construction Manager will help guide the team through the design-build process with the Master Architect. The Construction Manager will provide

technical assistance, on-site project management and inspection services throughout construction.

Project Timeline

Upon conditional award of SB 844 funds, the County will work with the Board of State and Community Corrections to immediately move forward with the project. The following major project events will occur in chronological order beginning on June 9th, 2017:

- The County Board of Supervisors (BOS) will approve delivery of the project through design-build delivery method;
- The County will submit site assurance and real estate due diligence package;
- The County will contract with architectural firm (Master Architect) to assist with project establishment phase and preparation of performance criteria plans and specifications;
- The County will submit project establishment documents for the SPWB Approval and project establishment;
- After project establishment, the County will work with the Master Architect to develop performance criteria plans and specifications;
- The County will prepare an Operational Program Statement and Staffing Plan, including anticipated operational costs;
- The County BOS will contract with a construction management firm for assistance with design-build process and construction oversight of the project;

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- The County will submit conceptual plans and performance criteria to the BSCC and the State Fire Marshal (SFM) for review and approval, as well as the Operational Program Statement and Staff Plan;
- The County will develop a Request for Proposal (RFP) for DOF approval;
- The County BOS will approve issuance of the RFP and DBE's;
- DBE's will submit design-build contract;
- DOF will approve the design-build contract and issue a Notice of Proceed for construction;
- The design-build process is initiated and the DBE will develop the design required package(s);
- A third-party reviewer will perform a California Title-24 plan check;
- Construction document drawings and specifications will be submitted to the BSCC and SFM for plan-check and approval;
- Construction will be initiated as design package(s) are developed and approved by the BSCC and SFM;
- Construction, including punch list will be completed;
- The project will be commissioned, and the construction contract closed out.
- The Modoc County Adult Rehabilitation Facility will be occupied and begin operation.

Project ends on March 18, 2021. Refer to Section 3: Project Timeline

5. Budget Narrative:

Describe the amounts and types of funding proposed and why each element is required to carry out the proposed project. Describe how the county will meet its funding contribution (match) requirements for all project costs in excess of the amount of state financing requested and how operational costs (including programming costs) for the facility will be sustained.

Amount and Types of Funding

Modoc County is requesting \$24,516,000 in State funding to construct a new Modoc County Adult Rehabilitation Facility on the same site as the existing Modoc County Jail. The new facility will replace the County's linear old jail providing a more efficient and safe environment for staff and inmates. The proposed podular design with direct supervision of all inmate occupied areas will also include program spaces, an intake area, a medical clinic with special use medical and mental health beds. A cost estimate and conceptual floor plan have been developed by an Architect and professional cost estimator with recent experience regarding Jail construction in California as part of the pre-application efforts undertaken by the Sheriff's Office. This facility will be constructed using the Design-Build delivery method, allowing the County to achieve a cost-effective product by taking advantage of the collaboration between the designer, builder, and sub-contractors. The types of funding requested include the following:

1. Construction - \$22,130,000. Includes all costs associated with fixed construction costs for the new facility and associated site improvements. The estimate for

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construction cost is \$16,061,000 in today's dollars. The listed construction cost includes escalation costs, the mid-point of construction, construction contingency, and design fees for the Architect of Record.

2. Additional Eligible Costs - \$585,000. Includes cost for non-fixed items necessary to operate the facility and outfit program and treatment areas such as furniture, fixtures and equipment, and inmate management systems, as well as infrastructure to support a video visitation system. This item also includes construction support activities such as inspections and testing, commissioning, Title-24 plan check services and utilities.
3. Professional Services - \$660,000. The County will engage an architectural firm to develop Performance Criteria documents, assist with the budgeting and review of construction activities.
4. Project/Construction Management - \$1,130,000. The County will engage a construction management firm to assist with the design-build process, budgeting and management of construction activities.
5. CEQA - \$0. The County used its staff to provide all required CEQA documentation.
6. State Agency Fees - \$91,000 includes costs for State Fire Marshal (SFM) fees and real estate due diligence.
7. Audit - \$10,000. The County will use its staff and consultant to perform audit services.
8. Needs Assessment - \$35,000. The County has engaged an outside firm to provide a jail needs assessment update.

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9. Transition Planning - \$75,000. The County will use Sheriff's staff for transition planning and operational training at the new facility.
10. County Administration - \$90,000. The County will use its staff to provide internal administration of the project.
11. Land Value - \$100,000. The land value of the site of the Modoc County Adult Rehabilitation Facility has been appraised by an independent real estate appraiser.

County Contribution

The Board of Supervisors has committed to provide the necessary County Contribution for SB 844 funding. As a small County, Modoc is petitioning for contribution reduction as reflected in the proposal budget and shown on the Budget Summary Table. However, the County understands that there will be project costs that they will need to bear, and will provide \$295,000 in cash contribution (match) to cover these costs. The County will provide the cash contribution from the County's General Fund and the Community Corrections Partnership (CCP) Fund. The Modoc County Community Corrections Partnership has made the replacement and operations of the County Jail its top priority. With the guidance of the County Administrative Officer, the County has set aside funding adequate to provide the cash contribution as well as the necessary in-kind contribution.

Operational Costs

The Board of Supervisors has committed to funding the staffing and operating costs for the new rehabilitation facility. The Sheriff's Office will be moving all of the staff from the old jail to the new more efficient rehabilitation facility. In addition to the existing jail staff, the BOS has committed to adding 2.5 FTE's to the jail staff.

Programming Costs

Modoc County currently uses a mix of community-based organizations and County staff from several departments to facilitate programs and classes. These relationships and programs will continue, strengthen and grow with the construction of the new rehabilitation facility. There are multiple community-based organizations that would like to provide programs but currently cannot due to inadequate space or the teachers not feeling safe in the existing jail. A new facility will provide the necessary additional space and safety for the teachers. With the addition of more Sheriff's staff allotted for this facility, the Sheriff's staff will also be able to facilitate additional programs.

6. Readiness to Proceed:

A. Board Resolution

On February 21, 2017, the Modoc County Board of Supervisors approved a resolution authorizing the County to participate in the SB 844 process and agreeing to all of the requirements listed in the request proposals. The Board Resolution is attached to this application.

B. California Environmental Quality Act (CEQA) Compliance:

Modoc County has received a Notice of Exemption for the Modoc County Adult Rehabilitation Facility. This documentation is attached.