



SENATE BILL 863, 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 Trinity		STATE FINANCING REQUESTED \$ 20,000,000	
SMALL COUNTY (200,000 and 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 – 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 Trinity County Sheriff's Detention Facility		
PROJECT DESCRIPTION New 72 bed county jail with program space.		
STREET ADDRESS 701 Tom Bell		
CITY Weaverville	STATE CA	ZIP CODE 96093

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

FACILITY TYPE (II, III or IV) Type II (replacement)	<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, whether remodel/renovation or new construction.

	A. MINIMUM SECURITY BEDS	B. MEDIUM SECURITY BEDS	C. MAXIMUM SECURITY BEDS	D. SPECIAL USE BEDS
Number of beds constructed		48	16	8

TOTAL BEDS (A+B+C+D)	72
----------------------	----

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 Wendy Tyler

TITLE County Administrative Officer

AUTHORIZED PERSON'S SIGNATURE



DATE

08/26/2015

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 Rick Tippett

TITLE Director of Transportation & Building/Planning

DEPARTMENT

Transportation & Building/Planning

TELEPHONE NUMBER

(530) 623-1365

STREET ADDRESS

31301 State Highway 3

CITY

Weaverville

STATE

CA

ZIP CODE

96093

E-MAIL ADDRESS

rtippett@trinitycounty.org

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 Angela Bickle

TITLE Auditor Controller

DEPARTMENT

Auditor's Office

TELEPHONE NUMBER

(530) 623-8378

STREET ADDRESS

31301 State Highway 3

CITY

Weaverville

STATE

CA

ZIP CODE

96093

E-MAIL ADDRESS

abickle@trinitycounty.org

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 Bruce Haney

TITLE Sheriff

DEPARTMENT

Trinity County Sheriff's Office

TELEPHONE NUMBER

(530) 623-8109

STREET ADDRESS

101 Memorial Drive/ P.O. Box 1228

CITY

Weaverville

STATE

CA

ZIP CODE

96093

E-MAIL ADDRESS

bhaney@trinitycounty.org

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 “Budget Considerations” page 22 of the Senate Bill (SB) 863, 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:

- **\$80,000,000** for large counties;
- **\$40,000,000** for medium counties; and,
- **\$20,000,000** 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 863 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 863 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

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 863 Financing Program proposal is authorized to proceed in its entirety when and if state financing is awarded for the Project within the SB 863 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. Budget Summary Table (Report to Nearest \$1,000)

LINE ITEM	STATE REIMBURSED	CASH CONTRIBUTION	IN-KIND CONTRIBUTION	TOTAL
1. Construction	\$ 17,891,000			\$ 17,891,000
2. Additional Eligible Costs*	\$ 816,000			\$ 816,000
3. Architectural	\$805,000	\$ 984,000		\$1,789,000
4. Project/Construction Management	\$ 472,000	\$ 243,000		\$ 715,000
5. CEQA		\$ 56,750		\$ 56,750
6. State Agency Fees**	\$ 16,000	\$ 104,000		\$ 120,000
7. Audit			\$ 28,000	\$28,000
8. Needs Assessment		\$85,000		\$85,000
9. Transition Planning			\$75,000	\$75,000
10. County Administration			\$ 80,000	\$ 80,000
11. Land Value			\$200,000	\$200,000
TOTAL PROJECT COSTS	\$20,000,000	\$ 1,472,750	\$ 383,000	\$ 21,855,750
PERCENT OF TOTAL	91.51%	6.74%	1.75%	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).

1. **Construction (includes fixed equipment and furnishings) (state reimbursement/cash match):** Cost estimate performed on anticipated scope with conceptual design, current similar projects, escalated to midpoint of construction, anticipated site costs, and construction contingency: \$17,891,000
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:** Full time Inspector, Special Inspections, and Testing @ \$252,600; data, phone, and computer @ \$104,285; Dispatch equipment and antenna @ \$147,715; Radio @ \$125,400.

- b) Moveable equipment and moveable furnishings total amount: \$186,000
- c) Public art total amount: \$0.00

3. **Architectural(state reimbursement/cash match):**

- a) **Describe the county's current stage in the architectural process:** County is currently working with Architectural firm to determine the program spaces and conceptual designs.
- 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:** Portion of Construction Documents on
- c) **Define the budgeted amount for what is described in b) above:** \$805,000
- d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** Through approval process of PP's. The County will fund A/E fees into CD's with cash match to better control schedule outcome.

Define the budgeted amount for what is described in d) above: \$984,000

4. **Project/Construction Management - Describe which portions/phases of the construction management services the county intends to claim as:**

- a) **Cash** \$243,000 and
- b) **In-Kind** \$472,000 as state reimbursed

5. **CEQA – may be state reimbursement (consultant or contractor) or cash match**
Completed and will be part of County cash match: \$56,750

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.** For due diligence County will be state reimbursed. The County understands the costs attributed to SFM plan reviews and inspections and has budgeted \$104,000.

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:** County will use county auditor and have budgeted \$28,000 (in-kind)

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) :** Consultant provided updated Needs Assessment: \$85,000 (cash match)

9. **Transition Planning – Define work performed by county staff (in-kind), define the staff hired specifically for the proposed project (cash match):** Sheriff Office staff will work on Transition Planning and anticipated cost will be \$75,000 (in-kind)

10.

County Administration – Define the county staff salaries/benefits directly associated with the proposed project. Cost allocation of \$80,000 is for County Administration time and based on approximately 1/3rd salary of PM from General Services throughout duration of project timeline.

- 11. Site Acquisition - Describe the cost or current fair market value (in-kind):** Based on minimum anticipated land value of \$200,000

SECTION 3: PROJECT TIMETABLE

Prior to completing this timetable, the county must consult with all appropriate county staff (e.g., county counsel, general services, public works, county administrator) to ensure that dates are achievable. Please consult the “State 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 November 2015 board meeting.

KEY EVENTS	START DATES	COMPLETION DATES	COMMENTS
Site assurance/comparable long-term possession <u>within 90 days of award</u>	11/12/2015	2/3/2016	County has completed CEQA
Real estate due diligence package submitted <u>within 120 days of award</u>	11/12/2015	3/2/2016	
SPWB meeting – Project established <u>within 18 months of award</u>	11/12/2015	6/14/2016	Accommodates SPWB agenda/review period
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)	1/7/2016	6/23/2016	Submit similar time as SPWB FOR Project Establishment
Performance criteria with Operational Program Statement <u>within 30 months of award</u> (design-build projects)			
Design Development (preliminary drawings) with Staffing Plan	7/11/2016	11/15/2016	
Staffing/Operating Cost Analysis approved by the Board of Supervisors	8/16/2016	3/14/2017	
Construction Documents (working drawings)	12/15/2016	7/12/2017	Additional time for agreements, SFM and BSCC reviews
Construction Bids or Design-Build Solicitation	8/2/2017	9/27/2017	
Notice to Proceed <u>within 42 months of award</u>	10/3/2017	12/4/2017	State process for review and approval of bids
Construction (maximum three years to complete)	12/6/2017	4/10/2019	Anticipating a 16 month construction period
Staffing/Occupancy <u>within 90 days of completion</u>	4/15/2019	6/20/2019	

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 4 in Section 4 Fact Sheet).

Table 1: Provide the following information

1.	County general population	13,170
2.	Number of detention facilities	1
3.	BSCC-rated capacity of jail system (multiple facilities)	53
4.	ADP (Secure Detention) of system	58
5.	ADP (Alternatives to Detention) of system	6
6.	Percentage felony inmates of system	88%
7.	Percentage non-sentenced inmates of system	87%
8.	Arrests per month	72
9.	Bookings per month of system	70
10.	“Lack of Space” releases per month	7

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.	Trinity County Jail	53	58
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Table 3: List the current offender programming in place and the ADP in each program

Pre-Trial Program		ADP
1.	Alcohol and Other Drug Services - AODS	10
2.	Moral Recognition Therapy - MRT	8
3.	Religious Services	13
4.	Alcoholics Anonymous - AA	9
5.		
6.		
Sentences Offender Program		ADP
1.	Alcohol and Other Drug Services - AODS	2
2.	Moral Recognition Therapy - MRT	2
3.	Religious Services	3
4.	Alcoholics Anonymous - AA	1
5.		
6.		

Table 4: List of the offender assessments used for determining programming

Assessment tools		Assessments per Month
1.	Virginia Pretrial Risk Assessment Instrument	All detainees
2.	Golden Eagle IMS Inmate Classification Program	All detainees
3.		
4.		
5.		
6.		

SECTION 5: NARRATIVE

Section 5 is limited to 35 pages and must be double-spaced with one-inch margins. All narrative (Section 5) must use no smaller than 12-point Arial font and be ordered in the 6 subject areas listed below. If the narrative can be written in less than the maximum 35 pages, please do so (avoid “filler”). Pictures, charts, illustrations, or diagrams are encouraged in the narrative. Data sources must be identified.

If the project is for a regional ALCJF (must meet the requirements outlined in the “Eligible Projects” section, “Limit on Number of Projects/Set Asides” (pages 9 and 10) section of the RFP), clearly indicate so. Include the names of the partnering counties and their individual data that support the project and respond to the requested narrative points.

The Proposal structure is designed so county applicants can demonstrate how their proposed project meets the need for ALCJFs as stated in SB 863, and how proposed expenditures of public funds meet the identified need and are justified. The presentation of information about the proposed project should allow both applicants and raters to make a step-by-step connection between the need addressed by the project and its associated budget request. The raters will ask many questions about the proposed project as they evaluate, including but not limited to:

- What need is the project designed to meet?
- What construction work does the county propose is necessary to meet this need?
- How will offender programming and/or treatment be served in the proposed new or renovated facility?
- What is the county plan of action to accomplish the legal, design, and build steps required for this project?
- What is the total project cost, what are the funding sources, and how will the county allocate expenditures of these funds?
- Will the county be prepared to proceed with the project in a timely manner if financing is approved?

SB 863 describes the purpose for which ALCFJ construction financing is to be awarded. Additionally, the legislation states specific factors to be considered in assessing how well a proposal suits those purposes. In each section of the proposal, the rater (1) assesses how well the narrative addresses the general merit factors that apply to this section, and (2) assesses special factors mentioned in the SB 863 legislation as criteria for financing.

- a. General merit is assessed on a 13-point scale:
 - 0 Fails to meet minimum standards for financing
 - 1-3 Reaches minimum standards despite deficiencies
 - 4-6 Generally adequate
 - 7-9 Good
 - 10-12 Excellent
- b. Special merit factors are scored from 0 to 4; depending on the factor, it may be scored on a 0-4 range, or as yes/no (0/4), or in one case with 3 values (0, 2, 4).

For an ALCJF construction project, county applicants must answer the following questions:

- 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.**

General Merit Factors

- A. To what extent does the need described in the proposal match the legislative intent of SB 863 (GC section 15820.933)?
- B. Does the applicant provide a compelling case for the use of state financing to meet this need?
- C. How well is the description of need supported by evidence provided by the applicant?

Special Factors:

- A. Has the applicant received financing under AB900 or SB1022?
(SB 863-GC section 15820.936(b) scoring consideration)
- B. To what extent does the need include expanded program or treatment space?
(SB 863-GC section 15820.936(c) funding consideration)

- 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.**

General Merit Factors:

- A. How will the planned replacement, renovation, or new construction meet the needs described in Question 1 (Statement of Need)?
- B. How well does the proposed project plan suit general operational requirements for the type of facility in the proposal, including factors such as safety, security and efficiency?
- C. Where applicable, how well does the proposed project meet specific needs for programming and treatment space?

Special factors (GC section 15820.936(c)):

- A. How feasible is the county plan for seeking to replace compacted, outdated, or unsafe housing capacity; or, (SB 863-funding consideration)

How feasible is the county plan for seeking to renovate existing or build new facilities that provide adequate space for the provision of treatment and rehabilitation services, including mental health treatment? (SB 863-funding consideration)

Note: Raters will award special points on the feasibility of the plan for replacing unsafe housing, providing adequate treatment space, or both.

3. Programming and Services. Describe the programming and/or treatment services currently provided in your 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.

General Merit Factors:

- A. How clearly described are the facility's current programming and/or treatment services?
- B. If improvements to programming and/or treatment services are expected as a result of the planned construction project:
 - Are the improvements to programming and/or treatment services clearly described?
 - How strong is the evidence provided by the applicant that the programming and/or treatment services planned for inmates upon project completion will help reduce recidivism or meet inmates' health and treatment needs while incarcerated?
- C. If improvements are designed to replace compacted, outdated, or unsafe housing capacity:
 - Are the improvements to housing deficiencies clearly described?
 - To what extent will the deficiencies be remedied by the proposed construction?
- D. How thorough are operational objectives met by the staffing plan and lines of authority (including interagency partnerships, if relevant) in program and treatment management?

Special Factors

- A. The county provided documentation that states the percentage of its inmates on pretrial status between January 1, 2013 and December 31, 2013?
(SB 863- GC section 15820.936(b), mandatory criterion)
- B. A description of the county risk-assessment-based pretrial release program is provided in the narrative of question 3.
(SB 863- GC section 15820.936(b), mandatory criterion)

- 4. Administrative Work Plan: Describe the steps required to accomplish this project. Include a project schedule, and 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.**

General Merit Factors:

- A. How clearly described are the elements of the work plan: timeline, assigned responsibilities, and coordination?
- B. Can the scope of work described in Question 2 (Scope of Work) feasibly be accomplished within the time allotted?

- 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.**

General Merit Factors:

- A. Is the allocation of effort in the budget appropriately matched to the objectives described for the project under need, scope of work, offender treatment and programming, and administrative work plan?
- B. Are the budgeted costs an efficient use of state resources?
- C. Rate the applicant's plan for sustaining operational costs, including programming over the long term.

6. Readiness to Proceed

- A. Did the county provide a board resolution: 1) 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 (SPBW) to the BSCC, to effectuate the financing authorized by the legislation, 3) authorizing the appropriate signatory or signatories to execute those documents at the appropriate times. The matching funds mentioned in the resolution shall be compatible with the state's lease revenue bond financing. See page 4 of the Proposal Form for the definition of "compatible funds". (SB-863 funding preference (GC section 15820.936(b)))

Note: Finance and the SPWB will ultimately make the final determination of any fund source's compatibility with the SPWB's lease revenue bond financing.

- B. Did the county provide documentation evidencing CEQA compliance has been completed? Documentation of CEQA compliance shall be either a final Notice of Determination or a final Notice of Exemption, as appropriate, and a letter from county counsel certifying the associated statute of limitations has expired and either no challenges were filed or identifying any challenges filed and explaining how they have been resolved in a manner that allows the project to proceed as proposed. (SB 863-funding preference, GC section 15820.936(b))

The evaluation factors to be used and the maximum points that will be allocated to each factor are shown in the table below.

EVALUATION FACTOR		Scoring Method	Max Pts	Section Max	Weight	Total
1.	Statement of Need	0-12	12	20	1.2	24
	SF A: Past Financing	0,2,4	4			
	SF B: Need expanded program/treatment space	0-4	4			
2.	Scope of Work	0-12	12	16	1	16
	SF A/B: Feasible plan to replace compacted housing/expand program/treatment space	0-4	4			
3.	Offender Programming and Services	0-12	12	20	1.5	30
	SF A: Documents pretrial inmate percentage	0/4	4			
	SF B: Describes risk assessment-based pretrial release process	0/4	4			
4.	Administrative Work Plan	0-12	12	12	1	12
5.	Budget Narrative	0-12	12	16	1	12
6.	A. Readiness: Board Resolution	0/12	12	24	1	24
	B. Readiness: CEQA Compliance	0/12	12			
TOTAL POINTS			84	104		118

Notes:

SF Special Factor
0-12 Scored on a 0 to 12 pt. range
0, 2, 4 0- funded under AB900 or SB1022;
 2- partially funded or award returned;
 4- no financing or awards under AB900 or SB1022
0-4 Scored on a 0 to 4 pt. range
0/4 Scored 4 if pass, 0 if fail
0/12 Scored 12 if pass, 0 if fail

SECTION 6: BOARD OF SUPERVISORS' RESOLUTION

All counties applying for SB 863 financing must include a Board of Supervisors' resolution with the proposal submittal. The resolution must include the requisite components as outlined below. For counties submitting multiple proposals (which requires participation in a regional ALCJF as described in the RFP), separate resolutions for each proposal, with the necessary language contained in each resolution, are required.

The Board of Supervisors' resolution for the project shall be attached to the original proposal and contain the following:

- A. Names, titles, and positions of county construction administrator, project financial officer, and project contact person.
- B. Approving the forms of the project documents deemed necessary, as identified by the board (SPBW) to the BSCC, to effectuate the financing authorized by the legislation.
- C. Authorization of appropriate county official to sign the applicant's Agreement and submit the proposal for funding.
- D. Assurance that the county will adhere to state requirements and terms of the agreements between the county, the BSCC, and the SPWB in the expenditure of state financing and county match funds.
- E. Assurance that authorizes an adequate amount of available matching funds to satisfy the counties' contribution. The identified matching funds in the resolution shall be compatible with the states' lease revenue bond financing. (see page 4 of this form for description of compatible funds)
- F. Assurance that the county will fully and safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations, Chapter 1, Subchapter 6 section 1756 (j) 5) within 90 days after project completion.
- G. All projects shall provide the following site assurance for the county facility at the time of proposal or not later than 90 days following the BSCC's notice of Intent to Award: 1) 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, 2) 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 BSCC, for so long as the SPWB lease-revenue bonds secured by the financed project remain outstanding.
- H. 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 facility. (If claimed as in-kind match, actual on-site land value documentation from an independent appraisal will be required as a pre-agreement condition.)

- I. Regional ALCJF projects only: A Board of Supervisors' resolution from the lead county in the regional partnership containing the items identified above, along with a Memorandum of Understanding (MOU) or Joint Powers Agreement (JPA) between each of the partner counties. Please consider the information about regional ALCJFs for the purposes of this funding program as described in the "Eligible Projects" section, "Limit on Number of Projects/Set Asides" sub-section of the RFP, before developing these documents. If preliminary MOUs and JPAs are submitted, final documents must be submitted within 90 days following the notification to the lead county of conditional Intent to Award state financing.

Note: Additionally, refer to "Section 5: Narrative - Readiness to Proceed."

PROPOSAL CHECKLIST

- a. Page 1 of the Proposal Form is the first page of your proposal. Please use standard copy paper. Do not use heavyweight, card stock, or glossy paper. Covers, table of contents, introductory letters, tabs, or dividers are not allowed.
- b. The formal proposal includes the Proposal Form, narrative, and required attachments (needs assessment, board resolution, regional project MOU's or JPA's, one (1) additional attachment with a limit of 4 pages of schematics, graphs or charts) as a combined document.
- c. Provide one original proposal with Applicants Agreement signed by proper authority on page 2 section E.
- d. In addition to the wet signature original and 1 electronic copy (read only). The electronic version should be an Adobe Acrobat file (pdf) on a standard CD ROM.
- e. Two whole punch the top of the original copy of the proposal.
- f. Use a clip to secure the proposals. (Do not put proposals in binders or use staples.)
- g. The Arial font used for the proposal and the appendices can be no smaller than 12 point.
- h. The narrative for Sections 5 must be double-spaced with one-inch margins.
- i. The entire narrative (Section 5) cannot exceed 35 pages.
- j. The only attachments are the board resolution, needs assessment, regional project MOU's and JPA's, and one (1) attachment with a limit of four (4) pages of schematics, graphs or charts.
- k. Attach to the original proposal the Board of Supervisors' resolution (original or copy), fully executed, containing the language cited in Section 6 of the Proposal Form. Please include an additional copy of the resolution.
- l. Provide one copy of a needs assessment study (as described previously in the RFP) if the county intends to build a new facility or add bed space to an existing facility. Projects for renovation and program space only are not required to submit a separate needs assessment study but are required to comprehensively document the need for the project in the proposal.
- m. For regional ALCJFs, provide one copy of the MOU or JPA and the Board of Supervisors' resolution.

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 Trinity County Jail Needs Assessment (JNA), completed in January 2012, describes the County's existing jail facility as "outdated, linear, compacted, staff-intensive and unsafe." The jail consists mostly of dormitories with double bunks that create extremely dangerous operational situations for officers, staff, service providers, volunteers and inmates on a daily basis. Data and findings presented in the 2012 JNA indicate that if past relationships between admissions, detention days served and County population continue – *and the potential impact of AB 109 is considered* – the Sheriff's office could potentially need additional beds beyond what is being requested in their SB 863 application by 2019. However the County is committed to alternatives to incarceration and the long term financial impacts of operation costs. It should be noted that the 2012 JNA had concluded that 107 beds would be required by 2020.



Primary Circulation from Intake to Support and Housing Spaces – Dangerous and Unsafe

The fact of the matter is that the existing jail is at the end of its useful life. It

has become expensive and difficult to maintain and, just as importantly, it was designed to hold a less sophisticated and less violent type of inmate. The current facility limits the ability to segregate inmates by specific classifications: in many cases it is *impossible* to do so and the lack of high security and segregation cells has forced the Sheriff to contract with CDCR to house violent and unruly inmates. The same is true because of the lack of medical and mental health beds: inmates requiring specific medical or mental health needs are *also* sent to CDCR. This situation has increased the County's cost of operation *and will* continue to have a significant impact on the Sheriff's budget until the current jail is replaced.

The JNA also addresses the lack of critically needed program space. The current facility has only *one* room that was designed to administer adult offender programs. Exacerbating the situation is the fact that this room is located at the *furthest* point from a staffed station, making it virtually impossible to monitor. Additionally, service providers have declined requests to provide programs because of safety and security concerns due to the location of this room.



Programs Room – Isolated and Unmonitored

In addition to the lack of the program space, the jail has *only one* outdoor recreation yard. The configuration and location of the recreation yard allows for contraband to easily infiltrate the jail.



Outdoor Recreation Yard – Contraband is often thrown over the fence

The 2012 JNA recommends constructing a new jail on a more secure site adjacent to the County's Juvenile Hall. This will allow mutual support between *both* detention facilities in key operational areas as such as food service, laundry and bulk storage. The two facilities will also be able to share service providers for medical and dental care, selected programs and maintenance.

Jail System Overview: The current Type II adult detention bed capacity at the Trinity County Jail has 53 total beds (Table 1.1 below).

Table 1.1 – Trinity County Jail CSA Rated Bed Capacity (Table EX.1 of the 2012 JNA)		
Single Cell Beds	7	Beds
Double Cell Beds	16	Beds
Dormitory Beds	30	Beds
Total Beds	53	Beds

Source: Trinity County Sheriff's Department

The Trinity County Sheriff's Office was established in 1851. In addition to providing general law enforcement services, the Sheriff's Office operates and maintains the jail, which is the County's only adult detention facility. The current facility was designed and constructed in 1976 to hold 24 inmates. An addition to the facility in 1991 increased its capacity to 53, which is its current maximum population. The jail's building area is 21,015 sf, including a 2,100 sf recreation yard. As a comparison, the new jail will be comprised of 27,054 sf, including a 1,254 sf *secure* recreation yard.

The capacity level of 53 was sufficient ten years ago when the facility typically averaged 30 in-custodies. For the past several years, however, the facility has had to operate at *or over* capacity. Although the ADP spiked at 61 in 2012, the use of alternatives to custody and early release programs have allowed jail staff to maintain an ADP of 57 and 58 through 2013 and 2014, respectively. ADPs of 57 and 58, however, are still *in excess* of the jail's maximum capacity as noted in the most recent BSCC Inspection Report.

From an operational standpoint, the vast majority of the jail population has not been sentenced and remains in-custody, awaiting court proceedings. In 2008 the pretrial presentenced inmate population was 70%, which increased to 86% in 2014. The factors which cause this high percentage of pretrial, presentenced population are not within the Sheriff's control: the District Attorney's Office incurred *significant* budget cuts

over the past few years reducing total staff to only *two* attorneys and the serious nature of the offenses disqualifies the majority of inmates from alternatives to custody and early release programs.

Given the age and antiquated design of the jail, the need for a modern and expanded facility is imperative. While the facility is “grandfathered” under previous regulations that were in place when the jail was constructed, it has significant deficiencies and non-compliant conditions that pose significant operational, safety and security issues on a daily basis:

- Two bunks in cells rated for only *single* capacity
- Multiple occupancy cells and dormitories with more bunks than their rated capacity
- Temporary cots that do not meet the minimum BSCC standards and exceed capacity of unit
- Dayrooms that do not have the required square footage because temporary cots have been placed in them

All of these findings of non-compliance are related to overcrowding and create a situation that will become even *more* impacted with the influx of AB 109 inmates.

“Jail steel” is prevalent in many areas of the facility, which allows easy and unnecessary opportunity for self-harm or, worse, suicide. Further, officers are exposed to anything that inmates may throw through the bars, including bodily fluids that may carry HIV or Hepatitis C. Contagious diseases such as flu and tuberculosis are *also* easily spread in this environment.

Another significant non-complying condition is the serious lack of beds: there are not enough beds to meet present *or* future detention projections *and* there are too many dormitory beds (30 of the 53 BSCC rated beds are located in dormitories). Further, the jail was designed to house minimum and medium-security inmates; the *majority* of inmates currently being housed are classified as *maximum-security* individuals.

In addition to the foregoing safety, security and operational issues, the jail's physical plant presents the County with significant maintenance and budget issues on basically a continual basis. Most significantly, the age of the building's systems require extensive and almost daily maintenance and they have become prohibitively expensive to operate. Maintenance costs have increased annually and are projected to increase at an even faster rate as the facility and its systems deteriorate. Worse, because of the continual overcrowding, it is virtually impossible to vacate housing areas to perform even basic maintenance work.

Medical treatment spaces are essentially nonexistent and not adequate for the rated bed requirement. These spaces are located off the same corridor where new arrestees are processed, making it considerably easier for incoming inmates who are sick to spread disease and illness. Additionally, there are no provisions for inmates who have mental health issues. Currently COs must double as caregivers due to the lack of adequate space designed for special needs inmates and the County's rural nature, which makes it cost prohibitive to contract with medical care providers. Lastly, there is only one sobering cell and the jail does not have a safety cell.

In summary, the essential design and operational improvements that a new jail

will provide to improve security, manage inmates *and* comply with current Title 24 requirements will improve the safety, operational and health deficiencies which the Sheriff's Department must address on an almost *daily* basis. As such, the 2012 JNA and 2015 JNA update recommends replacement of the County's aging jail to enable the Sheriff's Department to provide justice services, in a dignified and effective manner, on behalf of the Citizens of Trinity County.

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.

Because the specific needs identified by the JNA align with the funding criteria outlined in SB 863, Trinity County and the Trinity County Sheriff's Office are applying for funding which would enable the County to address critical space *and* program deficiencies in its existing jail through the planning, design and construction of a new jail facility. The new jail will address security, safety, program and efficiency issues which the Sheriff's Office faces – on a daily basis – by operating in the County's existing jail. The new jail will provide a safe, secure, highly structured, staff efficient and service focused custody facility where inmates of all security classifications can receive services and participate in evidence-based programs. The proposed project, which will be located next to the County's existing Juvenile facility, will provide:

- A new jail administration suite offering a secure lobby, visitation room, staff training room and a dispatch control room.
- A new intake wing with new holding cells, pre-booking room, safety cell, property room, group holding and the jail's central control.
 - Central control will have visual control over all areas of the new jail.
- A new medical/dental unit with exam room, nurse's station, records room and medical equipment area.
- A new laundry facility.
- Facilities for Correctional Officers and Service Providers including locker rooms, showers, a break area and an outdoor courtyard.
- New program space conveniently adjacent to the dayrooms and the new housing units.
- A new central kitchen with support space and program areas for inmate culinary programs.
- A new housing wing with the following types of units with indirect supervision:
 - 32-Bed General Population Dormitory Unit
 - 8-Bed Special Needs Unit (single cells)
 - 16-Bed Female Housing Unit (double cells)
 - 16-Bed Male Maximum Security Housing Unit (double cells)
- A new recreation yard fully separated from public access and directly accessible from the dayrooms of the new housing units
- New staff and visitor parking areas with clear sight lines and efficient circulation layout.

The SB 863 new jail project will not only address and correct many of the daily operational challenges and deficiencies that the existing jail imposes, it will provide adequate housing and much needed dedicated space to offer inmates a wider range of education, prevention, intervention and counseling programs to develop skills that will prepare them for their return to the community.

The following is a detailed description of the proposed scope for the new jail.

Housing Units: Each of the new housing pods accommodates a variety of cell types and bed arrangements to provide the Sheriff's Office with the ability to segregate and classify inmates in a flexible and effective manner. The existing jail does not allow this and COs must regularly adjust holding arrangements based on inmates in custody at the time, which is a changing situation that is continually in flux. A total of 72 beds are provided in the new design in four distinct, indirectly supervised housing units: A dormitory unit (32-beds), a much needed special needs housing unit (8-beds in single cells), a unit for female detainees (16-beds in double cells) and a maximum security unit for men (16-beds in double cells). Dayrooms in each unit are configured and sized to house the total capacity of their respective housing units. Natural light and daylighting will be introduced into the dayrooms and cells via clerestory windows and skylights.

The housing units will be indirectly supervised by a raised central control unit at the center of the podular layout. Direct visual control and observation will be provided to each dayroom and the shared outdoor recreation yard. Rough-in conduit will be provided for the installation of a future video visitation system.

Program Rooms: Two large, multi-use program rooms will be centrally located within the facility – directly adjacent to the new housing units – to provide space for

much needed training, intervention and counseling programs. These rooms will be arranged to accommodate a variety of programs and services, including the Cognitive Behavioral Therapy and Seeking Safety programs. Both program spaces will be served by a storage room accessible to each space and there will *also* be a secure, main storage room, reported as an important need by outside service providers.

New Kitchen and Laundry Areas: The design for the new jail will provide space for new kitchen and laundry facilities that will serve not only the new jail, but the County's Juvenile facility as well. Additionally, rehabilitative and training programs will be provided to inmates to assist in the re-entry process. A culinary program will be set-up and run out of the new kitchen which will provide experience in menu-planning, food preparation, cooking and serving.

Intake Wing: The new jail includes efficiently laid-out spaces to support the Sheriff's intake duties. An enclosed vehicular sally port provides a secure point of introduction for detainees and further processing into the jail itself. The jail's central control will be located in the Intake Wing, which will also house a much needed safety cell, property room, holding cells and interview rooms.

Staff Support Areas: As noted elsewhere in this narrative, staff recruiting and retention is a challenge for the Sheriff's Office, especially female custody staff. A well-designed new jail will provide a much needed effective and efficient working environment that will build professionalism, comradery and pride. Directly supporting this goal is the inclusion of custody staff locker rooms, showers and a breakroom with an outdoor courtyard. The County's existing jail has none of these spaces and this stresses the custody staff in a very real and taxing way. New facilities that provide a

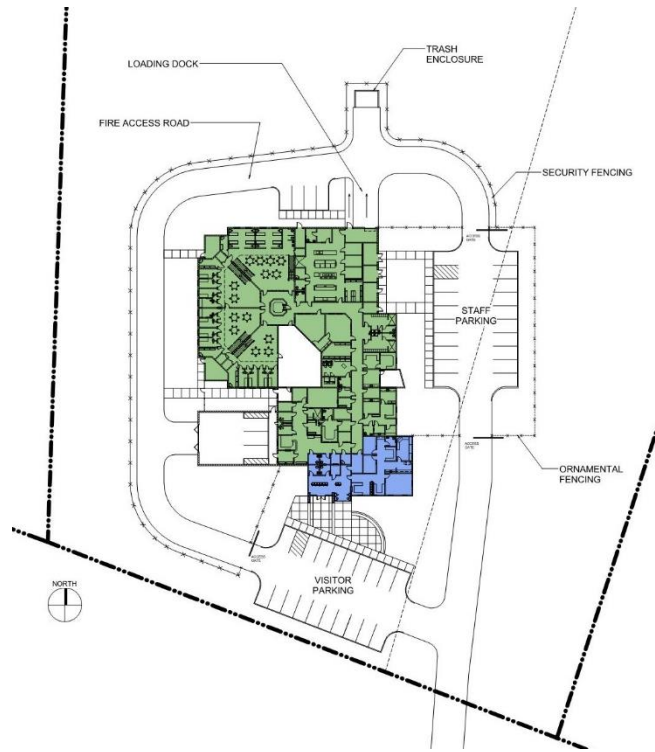
professional environment will go a long way in helping the Sheriff recruit and retain officers for the jail. This will have direct benefit to the professionals who provide focused services in a custody environment.

Medical Suite: Much needed spaces for the provision of basic medical and dental services will be provided in the new jail's medical suite. This portion of the jail will be comprised of an exam room, a records room, a nurse station and a medical equipment room. The new built environment will allow the County to now potentially attract contract service providers.

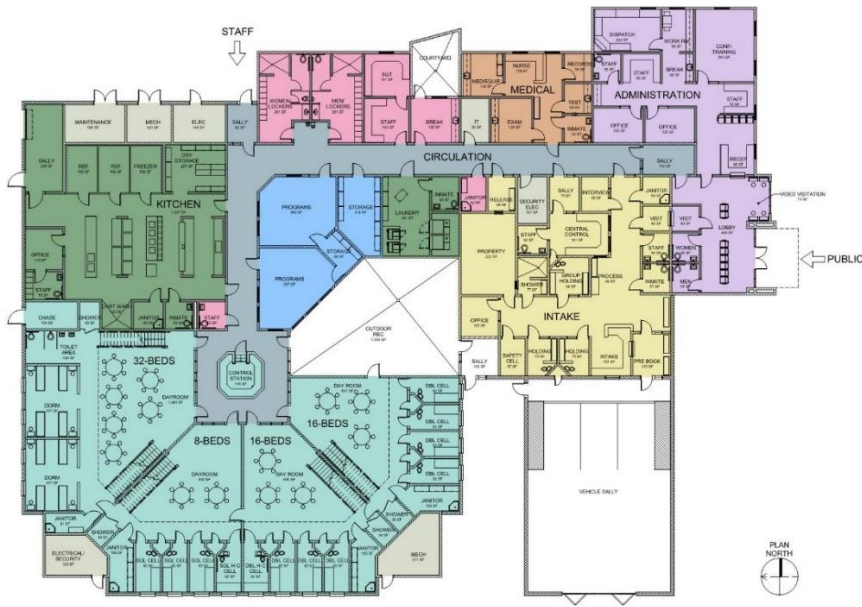
New Administration and Visitation Suite: The new administration and visitation suite will provide the new jail's public face and "front door" to the community. This is an important aspect in the design of a new jail for small, rural counties like Trinity. Jails provide a necessary service to the community and, when the Sheriff's Mission Statement is considered – which states that the ***"preservation of basic human rights and maintenance of individual dignity under the rule and spirit of law"*** – the design for the new jail itself will be dignified and will express that basic human rights, even for those who are incarcerated, are at the center of the operation of the facility. The new public lobby will be secure but convey a feeling of welcome and openness. Providing an environment with these attributes provides the calming and reassuring qualities that reduce stress and make visitations dignified.

Like the rooms and spaces in the proposed Staff Support Areas, the rooms in the administration wing are well laid-out and will provide a professional working environment. This area includes offices for the Sheriff's Department, a training/conference room and a dispatch control room.

The following diagrams – Site Plan and Floor Plan – depict the proposed site layout, circulation and the relationship of the major architectural program elements.



Site Plan



Floor Plan

3. PROGRAMMING AND SERVICES

Describe the programming and/or treatment services currently provided in your facility.

Trinity County is committed to providing a diverse and proven range of programming. Evidenced-based programming for inmates has proven to have a positive and substantial effect on the level of tension in the facility and reduces recidivism after release.

Shortly after the enactment of AB 109 legislation, Trinity's Community Corrections partnership met to discuss and determine which evidenced-based programs and services would have the greatest impact on high risk offenders while *improving* offender recidivism. One of the biggest challenges the County faced, of course, was the lack of program space at the jail. This critical lack of space limited the number of potential programs that could be offered and made the decision on which programs to offer all more the crucial.

After lengthy discussions and with the help of Trinity County Behavioral Health, the County identified the Moral Reconciliation Therapy (MRT) program as having the greatest potential for education, reform and effectiveness given their limited resources. MRT is the premiere, evidenced-based, cognitive-behavioral program for substance abuse treatment and for criminal justice offenders. As such, the County has been offering MRT for going on two years now. Trinity County Behavioral Health reports that many inmates that start the program while in-custody voluntarily request to complete the program, *on their own time*, once released from jail.

In addition and despite the lack of program space, the following programs are also offered:

- Inmate Religious Programs – Inmates are allowed to practice their legitimate religions, subject only to the limitations necessary to maintain order and security. The Jail Commander determines legitimate religious practices after consulting with the volunteers who conduct the services *and* after reviewing the supporting material which describes the principles that support each religion’s practice. Inmates who do not wish to participate in religious counseling or services are not exposed to such activities.
- Educational Programs – The Shasta County Adult Education and GED Program provide the educational resources, information and instructional DVDs used by inmates. Educational programs provided include basic education courses, general education development and a basic course leading toward GED preparedness.
- Social Services Programs (Drug, Alcohol, Mental Health Counseling) – Social Services programs and counseling are made available to interested inmates and/or as directed by the court. These programs include Narcotics and Alcohol Anonymous, Alcohol and Other Drug Services (AODS), Telepsych services and counseling services.

Presently, these programs can *only* be offered once a week because there is *only one* program room at the jail. With the addition of much needed program space in a new jail, service providers have informed the Jail Commander that many programs could be offered *multiple times* a week thereby increasing their effectiveness

considerably.

Every jail in the State of California has seen a dramatic increase of inmates with special needs. The critical lack of mental health beds requires that local jurisdictions not only house these inmates, but provide treatment as well. For example, 75% of women and 63% of men in local jails have at least *one* mental health problem. Further, studies have found that psychological disorders, including depression, bipolar disorder and trauma related disorders, are rampant among inmates and mental illness itself is a risk factor for jail. The foregoing stated, the County's need for a new facility that is designed and equipped to provide programs and treatment is essential in addressing these problems.

Public health officials and research points to the closure of state psychiatric hospitals in the late 1960's as the main reason for the rise in mental illness in prisons and jails. The closures were meant to allow patients to return to their families and live independently. In the ensuing decades, however, individuals once housed in these institutions found themselves arrested, often for minor offenses.

For many individuals, the path to incarceration started in childhood marked by trauma and poverty. They have grown-up in homes witnessing violence and sexual abuse and their caregivers going in and out of jail. As they have grown-up, their conditions worsen and these fragile men and women turn to drugs and alcohol to soothe their anxiety and pain. New and innovative programs must be implemented to address the special needs of this population and reduce the likelihood of them returning to jail.

To address these issues, Trinity County has developed a close collaborative partnership with Trinity County Behavioral Health. This partnership has been ongoing for three years now with proven and demonstrable results despite the inadequacies and conditions in the existing jail. With the additional program space a new facility will provide, the County will provide *two* additional and vital programs to address the needs of its mentally ill jail population:

Cognitive Behavioral Therapy (CBT): CBT is a form of treatment that focuses on examining the relationships between thoughts, feelings and behaviors. By exploring patterns of thinking that lead to self-destructive actions *and* the beliefs that direct these thoughts, individuals with mental illness can modify their patterns of thinking to improve coping. CBT is a type of psychotherapy that is different from traditional psychodynamic psychotherapy in that the therapist and the patient actively work together to help the patient recover from his/her mental illness. Studies have shown that CBT actually changes brain activity in mentally ill people who receive this treatment, which suggests that the brain is actually *improving* its functioning as a result of the therapy.

Seeking Safety (ST): ST is an evidenced-based, present-focused counseling model to help people attain safety from trauma *and/or* substance abuse. It directly addresses both trauma and addiction without requiring people to delve into detailed traumatic memories. This makes it relevant to a very broad range of individuals and effective to implement.

ST was developed in 1992 under grant funding from the National Institute on Drug Abuse. The model is highly flexible. It can be conducted in group or individual format, for men and women, adults or adolescents, for any length of treatment, any

level of care, any type of trauma and any type of substance. ST has been successfully implemented for several decades across vulnerable populations including the homeless, those in the criminal justice system, domestic violence victims, the severely mentally ill and veterans.

The chart below outlines Trinity County Jail's current programming capacity and total program hours. Programming is extremely limited due to the lack of program space, the location of the one program space (Jail Library) and many providers unwillingness to provide programs in the space due to safety concerns.

Program	Location	Capacity	Program Hrs/Week
Alcohol and Other Drugs Counseling Services (AODS)	Jail Library	10	1.5
	Male	10	1.5
	Female	10	1.5
Moral Reconciliation Therapy (MRT)	Jail Library	10	1.5
	Male	10	2.0
	Female	10	2.0
Religious Services	Male	10	2.0
	Female	10	2.0
Alcoholics Anonymous	Male	10	1.0
	Female	10	1.0

Source: Trinity County Sheriff's Department

Pretrial ADP: During the period from January 1, 2013, through December 31, 2013, the Trinity County Jail had an Average Daily Population (ADP) of 57 inmates. The

ADP of inmates on Pretrial status over this period was 46. As the data indicates, the percentage of inmates on pretrial status for this time period was 81%.

Trinity County Jail Facility Bookings, Jail Inmate ADP and Felony Percentages 2008-2014						
Year	Jail Inmate ADP					
	Total Bookings	Ave Monthly Bookings	Annual Pretrial	Annual Sentenced	Total Jail ADP	Felony Inmates Percentage
2008	931	78	30	13	43	66%
2009	891	74	28	11	39	68%
2010	1,013	84	31	9	40	70%
2011	1,065	89	41	9	50	77%
2012	954	80	47	10	57	83%
2013	839	70	46	11	57	86%
2014	839	70	50	8	58	88%
Average Yearly Bookings & Inmate ADP	933	78	39	10	49	77%
Yearly Average 2008-2011	975	81	33	11	43	70%
2012-2014	877	73	48	10	57	86%
(%) 2008-2011			75%	25%	100%	
(%) 2012-2014			83%	17%	100%	

Source: Trinity County Sheriff's Department

Trinity County's Risk-assessment-based Pretrial Release Program: Trinity County's current and continuing approach to reducing the need for jail custody beds is the result of collaborative efforts among key local agencies including the Courts, Corrections, Probation, Public Defender, District Attorney, Social Services, law enforcement and County executive staff. A key aspect of this process has been the acceptance of the fundamental tenants of evidence-based practices and the agreement among the agencies to support these key principles in local programming efforts. The

County's criminal justice system uses validated actuarial assessment tools to guide program and supervision decisions and has established analytic capacities to monitor relevant trends and evaluate what is and is not working, always aiming to develop programs that are proven effective in specifically targeted offender needs. The primary alternative to incarceration programs which have been substantially expanded with the implementation of Realignment include the following:

- Misdemeanor: All suspects arrested for misdemeanors are cited and released.
- Pre-Trial Release: A dedicated Probation staff works with jail personnel to interview defendants, check references and make recommendations so judges can quickly make informed decisions about recognizance releases and conditional supervised OR releases. The purpose of the initial booking interview is to obtain information on the arrestees' community ties and criminal record, in order to determine eligibility for release. The Pre-Trial program uses the Virginia Pre-Trial Risk Assessment Instrument (VPRAI) and the National Council on Crime and Delinquency (NCCD) Correctional Assessment and Intervention System (CAIS). Additionally, the Pre-Trial Release program managed through the Probation Department also provides the Courts with an alternative supervised OR option. The Supervised Own Recognizance release is a conditional release. Defendants released on Supervised Own Recognizance agree to comply with Court-ordered conditions, which are closely monitored by officers assigned to the Alternative

Corrections Unit or their designees and are beyond those associated with traditional Own Recognizance Release.

- Pre-Arrestment Felony Agreement to Appear: The Trinity County Sheriff and the Superior Court are in agreement whereby lower level felony offenders are released from the Trinity County Jail on an agreement to appear after having met the criteria as set by the Court. The review for the felony release applies only to new probable cause arrest charges. Persons in custody by warrant are not eligible for felony release except at the direction of the court. Persons eligible for this must live in Trinity County or a contiguous county. Disqualifying factors include the following: the arrestee cannot be on felony probation or parole in the past 12 months, the arrestee cannot have been convicted of a serious felony as enumerated in PC section 1192.7(a)(1) cannot have a history of failure to appear within the last five years. Finally, there cannot be a reasonable likelihood that the arrestee will continue the criminal conduct that the arrestee was arrested for, the arrestee cannot be demanding to be taken forthwith before a magistrate, the arrestee cannot present a danger to another person or the community and, the arrestee cannot have citizenship outside of the United States.
- Alternative Custody Programs: The Chief Probation Officer of Trinity County, as a designated chair of the Trinity County CCP also operates the following alternative custody programs in partnership with the Trinity County Sheriff: (a) 4024.2 PC - Work Program, (b) 1203.016 PC Voluntary Electronic Monitoring Program.

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.

The SB863 facility will allow for the proper housing of inmates in a safe, secure manner and support the primary objective of reducing recidivism in Trinity County. Trinity County has a justice philosophy of reentry programming rather than expanding incarceration capacity. This commitment is grounded on the recognition that if we provide the incarcerated members of our community the appropriate resources they need to be successful in reentry, a reduced amount will re-offend and therefore reduce dependency on additional beds.

Inmate Programming: There will be a minimum of two program rooms to accommodate a variety of programs which include group therapy, multiple educational instruction, vocational training, religious services, behavioral and life skills training, etc. The multiple program rooms will allow the Sheriff's Office to expand a wide range of these evidence-based programs. Both Program rooms will be directly adjacent to housing units to allow direct access in lieu of moving inmates or mixing different classifications within the circulation corridor. They will also have direct sight lines from staff control station for observation and security of service providers.

The conceptual design for programming rooms are multi-purposed, will accommodate a variety of functional uses and allow for flexibility to supplement contracting with qualified community based and private service providers. Trinity County will have the ability to implement additional programming and other interventions that will facilitate the successful reentry of inmates from the jail to the community. The new

space, will allow the County to offer more programs to more inmates, with various classifications and expand services. Programming at the new facility will be intensive, reentry focused, incentive based, address criminal thinking and focus on vocational and educational training.

Job Placement: Securing employment can facilitate successful reentry for people leaving correctional facilities. The objective is to establish and provide career training programs for incarcerated adults during the 6 month period before release from jail. The career training programs will apply evidence-based practices provided in *“What Works in Job Training: a Synthesis of the Evidence,”* released by the U.S. Department of Labor. The Sheriff’s Office will partner with the local Workforce Investment Board and create formal partnerships with local education institutions to expand current instructors, accredited programming and a direct path to continuing education. As research suggests students learn better when content is taught in real-world contexts, relates to student lives and links conceptual ideas with genuine problems; therefore the objective of additional educational and vocational programming will be to teach students in the most real world context possible within the new facility.

Medical and Mental Health Treatment: The new facility will be designed to accommodate inmate services for Medical and Mental Health treatment needs.

Medical Area: The new building will provide a functional medical area that supports the needs of the medical care provider, the organization contracted to provide medical and mental health services to Trinity County. In addition to appropriately sized exam room, the medical area will include a nurse station and work area, inmate toilet for

sampling, small records and a separate medication and equipment room. Inmates that require more acute medical assistance will be transferred to another facility.

Dental Exam: Inmates requiring a dental exam or treatment will be transferred to an offsite facility.

Interview/Counseling Room/Mental Health: The interview room will allow for individual interviews and/or treatment. This room will also be equipped with technology to support individual assessment material and tele-psychiatry.

Resolving Antiquated and Unsafe Housing: The new facility will replace the poorly designed and unsafe housing that currently exists. The new housing capacity of 72 – Beds will replace the existing 53 – Beds and be a more secure and appropriately sized housing units arranged in a podular design to provide good staff sightlines for proper supervision and staff efficiency. The new housing will provide Inmates with easy access to outdoor recreation and program space. Support services will be close to housing which minimizes inmate movement and encourages opportunities for inmates to be outside of their units, participating in activities and receiving treatment.

Staffing for Programming, Services and Housing: Trinity County is committed to providing the necessary staff and funding required for staffing and implementing programs for the facility.

Programming: Community service providers, County Behavioral Health, the Probation Department and contracted service providers will continue to support and supplement programming needs at the new facility. These agencies will provide the needed resources for the current and expanded programs for the new facility. There will be an increase in programs given the additional space being provided and the funding

for these programs will be provided through existing revenues sources such as the Trinity County CCP.

Medical and Mental Health Services: Since this is a new facility, the Sheriff's Office will continue to contract with the Mountain Valley Health Care District to provide medical services, Trinity County Behavioral Health and Contract Pharmacy Services Inc. to continue to provide the medication needs. Trinity County does not anticipate any increases in costs.

Housing and Support: The new design is specifically designed to be staff efficient and minimizes movement for services. The largest benefit to custody staffing for the replacement facility is the elimination of staff required to accompany inmates for outdoor recreation. The current facility has one outdoor recreation yards for males and females. The new facility will have outdoor recreation as part of the building directly adjacent to the housing units and easily supervised by correctional staff at the control station. In addition, custody staff will no longer need to dedicate hours to sweep the perimeter of the site in search of contraband tossed over the fence prior to allowing inmates the opportunity for recreation. Support staff utilized for transportation, Programs, Sergeant, control, clerical, etc. are all staff that currently work and manage the existing facility. These positions will remain in the replacement facility and are not anticipated to increase.

4: ADMINISTRATIVE WORK PLAN

Describe the steps required to accomplish this project. Include a project schedule and 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.

Trinity County has developed a project management, construction and administrative work plan specifically to address the needs of the proposed SB 863 Trinity County Jail Programs, Treatment and Replacement Housing project. This work plan supplements County resources while assuring the project scope, project schedule, construction budget and construction quality are maintained. The work plan methodology described below is consistent with other capital improvement projects undertaken by Trinity County. The County has selected the Design-Bid-Build Delivery Method for this project to provide the most product for the dollar.

Project Management: The Trinity County SB 863 Jail Programs, Treatment and Replacement Housing project will be handled from start to finish by a Project Management Team (PMT), the Architect/Engineer (A/E) consultant and supported by a Construction Management (CM) consultant. Members of the PMT and the A/E have been involved in the planning and preparation of this application and will continue to participate along with the CM throughout the Planning, Programming, Schematic Design, Design Development, Working Drawings, Bidding, Construction and Occupancy. The Project Management Team members will consist of representatives of the Sheriff's Department, General Services, Administrative Office and representative of other County agencies as needed:

Project Management Team

- Judy Morris, Chair, Trinity County Board of Supervisors
- Bruce Haney, Trinity County Sheriff

- Rick Tippett, Sheriff's Project Manager
- Ann Lagorio, Alternatives & Programs
- Tony Miller, General Services Project Manager
- Wendy Tyler, County Administrative Officer
- Representatives of other County Agencies as needed including County Counsel, County Administration, Behavioral Health, Information Services, Development Services, etc.

The Project Management Team will be responsible to provide regular updates and review to the Board of Supervisors. Rick Tippett has also been designated as the County Construction Administrator.

Trinity County General Services and County Administration will provide the overall coordination of the project and provide direct administration and oversight of the Project Management Team. They will also oversee and manage the contracted CM firm and A/E consultant group.

Sheriff's Department members of the team will include Rick Tippett as the Sheriff's Project Manager and Ann Lagorio, Supervisor of Alternatives & Programs for the Sheriff's Department. These individuals will represent the interests of the Sheriff and provide technical assistance and operational expertise. Sheriff Haney will also lead the Transition Team.

Auditor Controller Angela Bickle will serve as the Financial Officer for the project coordinating with other County Departments on all financial aspects of the project, including close coordination with the Treasurer Tax-Collector for cash management of project costs. The Project Management Team will also include the expertise, as needed,

of staff from other County Agencies and Departments: Sheriff, Building and Grounds, County Administrative Office, County Counsel, Development Services, Behavioral Health, Information Services and others.

Clerical support for accounting, project record keeping and documentation will be provided by County Administration and Sheriff's Office. A full-service CM will be contracted to provide all aspects of construction management. A contracted A/E will be responsible for the development of the Construction Documents, Bidding support and Construction Administration support.

The County Administration Office will process consultant and contractor payment applications and in turn, submit them to the State for reimbursement. County staff have project administration systems that utilizes both proven monitoring and control protocols. Designated County staff will respond to the Board of State and Community Corrections (BSCC) on all contract matters and the A/E will respond to all minimum codes and standards issues. An integrated project delivery process will be used for programmatic and quality control delivery in which the County, construction management firm will assist with the monitoring, scheduling and coordinating all activities on behalf of the County and Sheriff's Department.

Project Events and Timeline: The development of the project events and timeline for the Project has been completed in collaboration with the Project Management Team and the Architect to ensure that the dates are achievable. This timeline includes review periods and requirements of State agencies, including the BSCC, the State Public Works Board (SPWB), the Department of Finance (DOF) and the Office of the State Fire Marshal (OSFM). Major project events and timeline include:

- Continuous analysis of the requirements of Titles 15, 19 and 24 of the California Code of Regulations including the required reviews and inspections by staff for the BSCC and the State Fire Marshal.
- Ongoing schedule review and analysis to be certain that the project is ready for occupancy as planned.
- Constructability reviews during design and during the preparation of construction documents to use the most effective construction means and methods in order to ensure competitive bidding and to reduce change orders.
- Peer review during the preparation of design and construction documents to provide the best possible solutions to design and construction issues.
- Marketing of the project to potential contractors and sub-contractors to increase the potential for competitive bids and to increase the number of bidders.
- Construction inspection.
- Construction closeout activities including: punch list development and the monitoring of the completion of punch list items; cost reconciliation and final audit; final invoice and progress payment; collection of warranties; preparation of the final “as-built” drawings; and collection of operation and maintenance manuals. Transition and move-in activities including: equipment commissioning; facility “shake-down”; operations and security “walk-through”; staff occupancy training.

5: BUDGET

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.

Lionakis was contracted with Trinity County to provide a Needs Assessment update, programming and conceptual design for new housing units, inmate and staff support areas and program spaces. The application design was based on square footages derived from (1) Sheriff's Office staff discussions regarding space needs, (2) acceptable functional use areas and spaces utilized in these types of facilities, (3) current and anticipated future programs and (4) state minimum jail standards. A professional cost-estimate was provided by Reliable Cost Estimating, discussions on current staffing patterns compared to the conceptual design, appropriate contingency and construction costs escalated to the projected mid-point of construction. The construction estimate was reviewed by the County and Lionakis for accuracy and intent. Fees, equipment and systems, site development and staffing 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 prior construction projects.

For this project, the County used Lionakis, a recognized architectural design firm with comprehensive correctional design and cost effective building experience. The

proposed project has been planned with simple but clean housing unit delineations between classifications, efficient staff supervisory positions, clear lines of security detention areas and other more open building program spaces. Working with the design team, the Sheriff and County staff explored using innovative, cost effective methods for construction, both pre-fabricated and onsite construction, more conventional finishes in program areas and economies of scale where applicable. Throughout the design process, the County will be seeking to emphasize the most efficient capital cost by identifying, proposing and utilizing the most cost effective method of construction where feasible while balancing long term operational costs.

For the new Trinity County Jail, the Sheriff's Office and County Administrative Office staff is seeking building designs which require similar staffing requirements to the existing jail which will translate into reduced long-term lifecycle cost expense to the community taxpayers. The County intends on not only minimizing capital construction costs, but is specifically mindful of the need to decrease lifecycle cost and thus, annual staffing and operations cost of the new jail housing area, medical and mental health services space, staff support space and expanded program areas. The programming and inmate services spaces designed for the project incorporates what research and current implement programs is showing will aid in reducing recidivism and controlling crime if offered the available space to provide them. The project specifically provides much needed program and vocational training opportunities for male and female inmates that will contribute to offender reentry efforts. This will also provide the new jail the ability to implement more varied inmate programming options in a more safe and secure, durable but normative and energy efficient building.

Programming: In partnership with Trinity County Behavioral Health the Trinity County Jail has implemented the Moral Reconciliation Therapy (MRT) which is an evidenced-based cognitive-behavioral program for substance abuse treatment and for criminal justice offenders. In addition to MRT the Trinity County Jail also offers Inmate Religious Programs, Educational Programs offered by Shasta County Adult Education, Social Service Programs such as Narcotics and Alcohol Anonymous, Alcohol and Other Drug Services (AODS), Tele-psych services and counseling services, Cognitive Behavioral Therapy (CBT) and Seeking Safety (ST).

Health Contracted service providers, community providers including Social Services Department, will continue to support programming needs at the new Trinity County Jail. These agencies will provide the needed resources for the increase in programs that will be available and required because of the additional space in the new facility. Funding for these programs will be provided through existing revenue sources such as the Trinity County CCP and subsequent Sheriff's Office fiscal budgets.

Medical and Mental Health Treatment: Medical and Mental Health Treatment is extremely unique at the existing jail. The County combines the services of the Mountain Valley Health Care District, Trinity County Behavioral Health and Contract Pharmacy Services, Inc. with one of the correctional officers who is a qualified medical care provider to provide the medical and mental health services for the jail. This particular arrangement is a function of the existing jail conditions and the County's remoteness within the State of California. With the new jail functional medical spaces will be provided allowing for the County to re-open dialogue and potentially contract for

services with the California Forensic Medical Group (CFMG) for medical and mental health services.

Housing/Staffing: The Sheriff’s Office and design team worked collaboratively throughout the design process to create conceptual design options that optimized staff efficiency but were also safe to operate. The team reviewed staffing levels at the existing jail and compared them to the proposed new facility. With the designed arrangement of the housing units and outdoor recreation, the staffing needs for the new facility building will be similar to the current facility. This includes positions such as Sergeant, Correctional Officers, Clerical, etc. given these positions will transfer to the new facility.

Custody Staffing Requirements

Current Trinity County Jail Staffing			
Day Shift	2 - Correctional	1 - Correctional Rover	1 - Control
Evening Shift	2 - Correctional	1 - Correctional Rover	1 - Control
Proposed Trinity County Jail Staffing			
Day Shift	2 - Correctional 1 - Male & 1 - Female	1 - Correctional Rover	1 - Control
Evening Shift	2 - Correctional 1 - Male & 1 - Female	1 - Correctional Rover	1 - Control

Source: Trinity County Sheriff’s Department

Administrative Staff

Current Staffing		
0.5 – Dispatch/Control	1 – Clerical Reception	1 – Sergeant/Jail Commander Facility, Operations
Proposed Staffing		
1 – Non-Sworn Dispatch	1 – Clerical Reception	1 – Sergeant/Jail Commander Facility, Operations

Source: Trinity County Sheriff’s Department

At the existing jail, dispatch occurs on the secure side of the facility and requires one correctional officer. With the new jail design the dispatch function will be on the non-secure side allowing the County to hire a civilian for dispatch. This will be budgeted in subsequent fiscal years with the County and Emergency Manual Program Grant (EMPG) funds.

Utilities: For the existing facility the County and Sheriff's office have annual cost of operations for utilities (electricity and propane) of approximately \$49,000. With a larger, but much more energy efficient facility, there will be an increase in utility costs. It's anticipated that these utility costs should be an additional \$12,500 for first year and adjusted accordingly due to rate increases. With a slightly higher total quantity of plumbing fixtures, that will be water efficient and metered, there should be no additional operational costs for water or sewer.

Other Operational Costs: For the existing facility the County and Sheriff's office have annual cost for other operational costs (food, medical, household supplies, inmate support and care, etc.) of approximately \$530,000. With a larger facility that will have the capacity to house an additional 19 inmates, that is planned for no net increase in staff, it is anticipated that this cost will go up approximately \$122,850. The County Board of Supervisors are fully aware of the increase in operational costs and are committed to the increases.

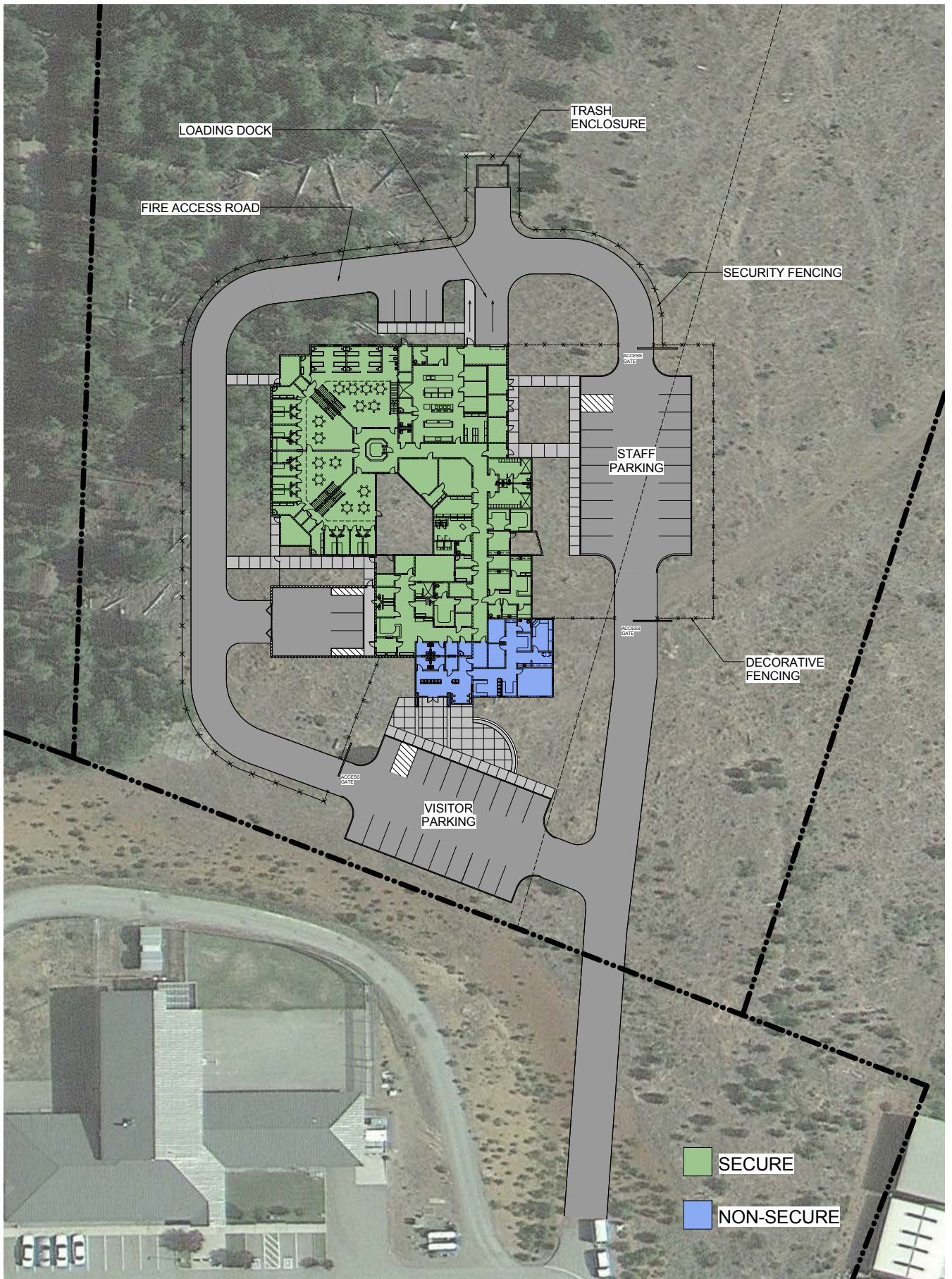
6: READINESS TO PROCEED

Did the county provide a board resolution?

Trinity County has provided an original wet signed board resolution in a separate envelope marked “Envelope 1 – SB 863, Trinity County, Board Resolution”.

Did the county provide documentation evidencing CEQA compliance has been completed?

Trinity County has provided an original wet signed Notice of Determination in a separate envelope marked “Envelope 2 – SB 863, Trinity County, CEQA: Notice of Determination”.

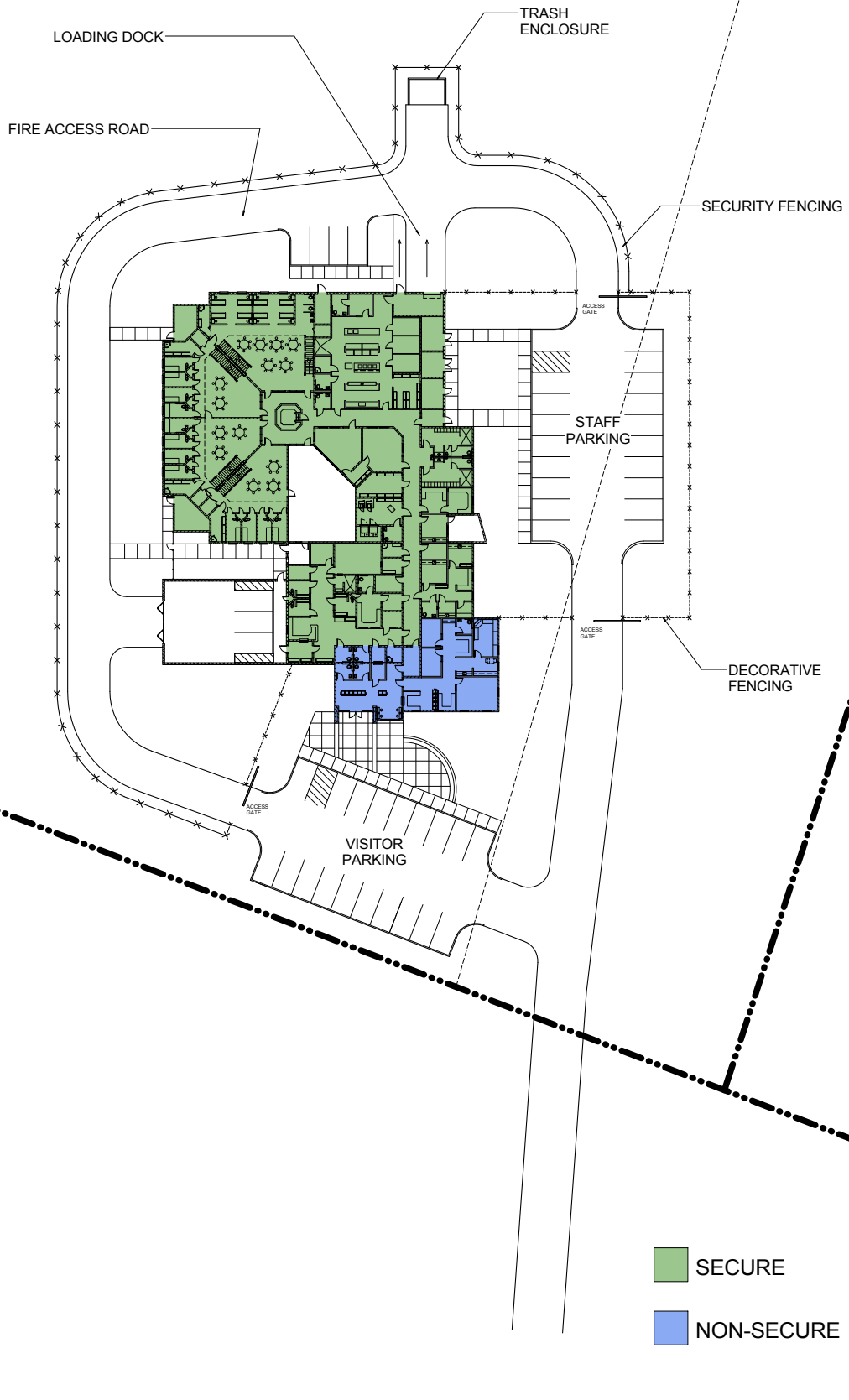


1 SITE PLAN
SCALE: 1" = 20'-0"



SITE PLAN

TRINITY COUNTY SB863 JAIL AUGUST 10, 2015



1 SITE PLAN
SCALE 1" = 20'-0"



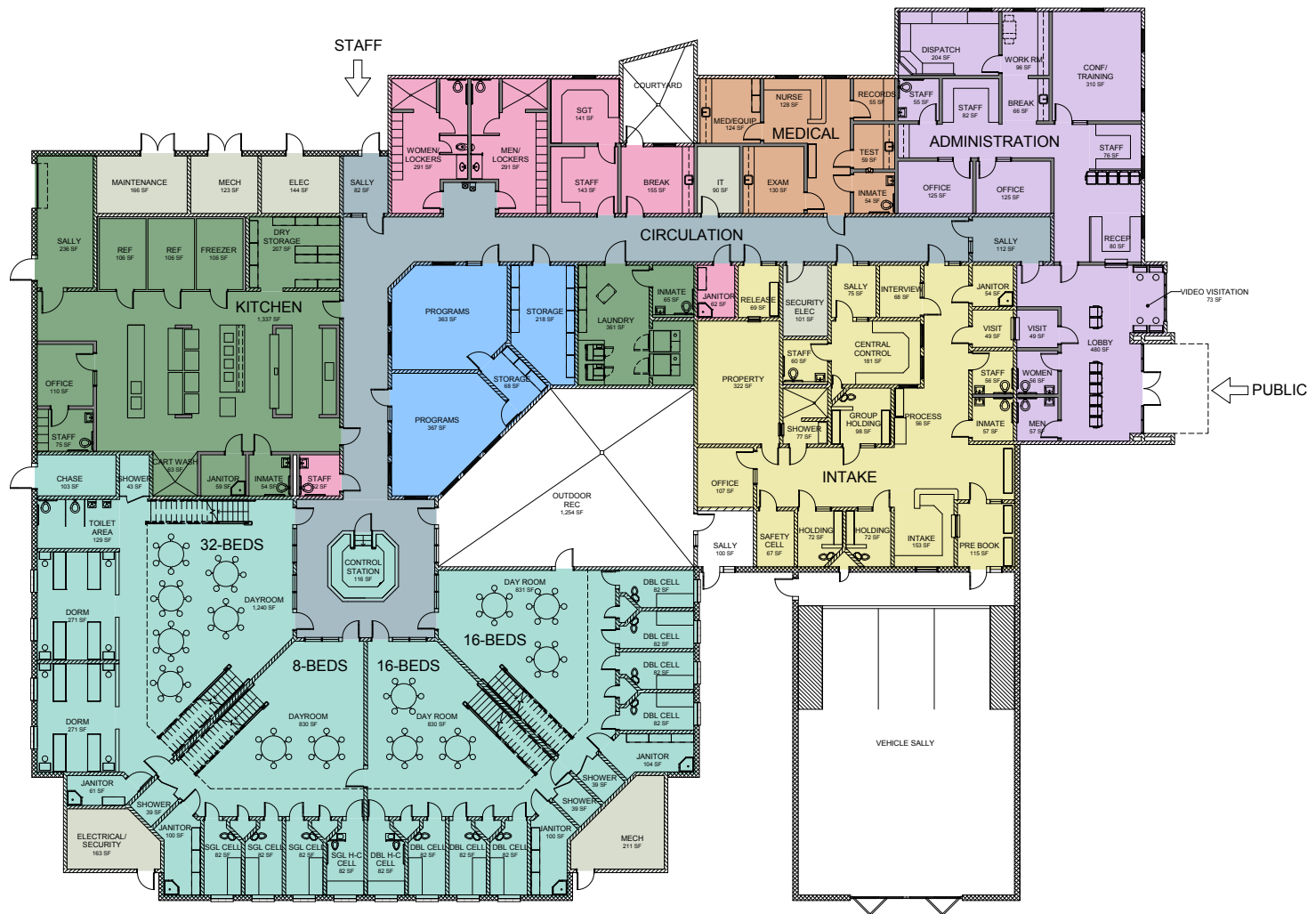
SITE PLAN

TRINITY COUNTY SB863 JAIL AUGUST 10, 2015



TOTAL GROSS SQUARE FOOTAGE:

FIRST FLOOR: 22,086
 UPPER TIER: 3,714
 OUTDOOR REC: 1,254
TOTAL: 27,054



① FIRST FLOOR
 SCALE: 1/8" = 1'-0"



FLOOR PLAN

TRINITY COUNTY SB863 JAIL AUGUST 10, 2015

