



**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 Napa County		STATE FINANCING REQUESTED \$ 20,000,000.00	
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 Napa County Jail – Phase I			
PROJECT DESCRIPTION Napa County proposes to construct a 64-cell secure facility (BSCC Type II) housing mainly sentenced offenders. It will serve as the first phase of the County's new jail, located on a County-owned 27-acre parcel approximately 2 miles south of the current facility in downtown Napa. In addition to the secure housing unit, the project will include the construction of a majority of the core functions for the new jail including a 17-bed medical/mental health treatment unit, central control, kitchen/laundry facilities, an intake processing area and administrative offices. Programming space will be provided within the housing unit through two 500 square foot classrooms and individual counseling rooms. With the construction of the project, the County will be able to terminate use of 60 antiquated beds within the current downtown jail facility.			
STREET ADDRESS 2300 Napa Vallejo Highway			
CITY Napa		STATE CA	ZIP CODE 94558
C. SCOPE OF WORK – INDICATE FACILITY TYPE AND CHECK ALL BOXES THAT APPLY.			
FACILITY TYPE (II, III or IV) Type 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	0	0	64	17
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TOTAL BEDS (A+B+C+D)	81			
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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 Lenard Vare TITLE Director of Corrections

AUTHORIZED PERSON'S SIGNATURE  DATE 8/17/15

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 Steve Lederer TITLE Director of Public Works

DEPARTMENT Department of Public Works TELEPHONE NUMBER 707-259-8228

STREET ADDRESS 1195 3rd Street, Suite 101

CITY Napa STATE CA ZIP CODE 94559 E-MAIL ADDRESS Steve.lederer@countyofnapa.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 Leanne Link TITLE Assistant County Executive Officer

DEPARTMENT County Executive Office TELEPHONE NUMBER 707-253-4406

STREET ADDRESS 1195 3rd Street, Suite 310

CITY Napa STATE CA ZIP CODE 94559 E-MAIL ADDRESS Leanne.link@countyofnapa.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 Liz Habkirk		TITLE Principal Management Analyst	
DEPARTMENT County Executive Office		TELEPHONE NUMBER 707-253-4826	
STREET ADDRESS 1195 3 rd Street, Suite 310			
CITY Napa	STATE CA	ZIP CODE 94559	E-MAIL ADDRESS Liz.habkirk@countyofnapa.org



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 8/11/2015
Agenda Placement: 9D
Set Time: 10:30 AM
Estimated Report Time: 30 minutes

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Leanne Link for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Liz Habkirk, PRINCIPAL MANAGEMENT ANALYST - 253-4826
SUBJECT: SB 863 - New Jail Funding Application

RECOMMENDATION

County Executive Officer and Director of Corrections request the following related to the County's submittal of a Senate Bill (SB) 863 jail construction funding application:

1. Staff presentation and discussion on the development of the first phase of the County's new jail facility located at 2300 Napa-Vallejo Highway in Napa; and
2. Adoption of a resolution authorizing the submittal of a SB 863 jail construction funding application for State lease-revenue bonds in the amount of \$20,000,000.

EXECUTIVE SUMMARY

The Board of State Community Corrections (BSCC) has issued a Request for Proposals (RFP) to establish conditional awards and allocate financing as authorized by Senate Bill (SB) 863 for the construction of adult local criminal justice facilities. Napa County qualifies for the funding as a "Small County" and can submit a proposal for project reimbursement up to \$20 million. The County Executive Officer and Director of Corrections recommend submitting a proposal for the construction of the first phase of the County's new jail located at 2300 Napa-Vallejo Highway. Today's recommended action will approve a resolution authorizing staff to apply for the funding and meet the requirements outlined in the RFP.

PROCEDURAL REQUIREMENTS

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the resolution.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Accumulated Capital Outlay
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The County has the opportunity to take advantage of up to \$20 million in State financing for the new jail project through this competitive application.
Is the general fund affected?	No
Future fiscal impact:	Award of the State financing will require the County to put forward funding that will later be reimbursed by the State. Additionally, the County will be required to staff the facility within 90-days of opening for both operational and programmatic staff, and must continue operations of the facility for the life of the bond, approximately 25-30 years.
Consequences if not approved:	The County will not be able to leverage the \$20 million in state funding to build Phase 1 of the new jail facility, and construction of the project would be delayed until sufficient resources can be identified.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Board of State Community Corrections (BSCC) has issued a Request for Proposals (RFP) to establish conditional awardees and allocate financing as authorized by Senate Bill (SB) 863 for the construction of local adult criminal justice facilities. SB 863 follows similar programs that were established under phase 1 and phase 2 of AB 900 and SB 1022 for lease-revenue bond financing for county jail facilities. Like those programs, SB 863 authorizes state lease-revenue bond financing for acquisition, design, and construction of the approved facilities, and like the previous programs allows for the replacement of existing compacted, outdated, or unsafe housing capacity with a minimal increase in overall capacity. The SB 863 enacting legislation includes a specific priority for the provision of additional treatment and program space for inmates that was not as highly emphasized in previous rounds.

A need for a new jail was identified during the Adult Correctional System Master Planning process which concluded in 2006. That Master Plan identified significant issues with the ability of the current jail to accommodate the needs of future jail population projections. Since the implementation of the 2011 Public Safety Realignment Act, the issues with the current facility have grown significantly. The population now includes 87% felony offenders, which means that inmates are generally of a higher security classification and are staying in the facility for longer periods. The current jail does not have sufficient dedicated single cells to accommodate the current and

future housing needs, creating operational issues and general overcrowding as Napa County Department of Corrections (NCDC) staff work to house inmates appropriately. There are further problems with insufficient programming and medical/mental health treatment space to address the needs of this changing population; the County is now responsible for providing higher levels of inmate services as inmates are generally staying in the facility longer than pre-Realignment. Additionally, the current facility has an antiquated design resulting in an intensive staffing model, as well as being expensive to maintain and remain functional due to its aging infrastructure.

With these significant issues and the County of Napa's needs for safe maximum custody housing, programming areas, and a medical/mental health treatment, an application would align with the State's outlined goals for the SB 863 funding. The new jail will allow the County to increase the number of dedicated single cells for maximum security inmates, create inmate programming spaces, operate a modern medical/mental health unit, and discontinue use of some of the most antiquated cells within the current facility.

The State has divided the funding into three pools: large, medium, and small counties. With a population of under 200,000, Napa County qualifies for the funding as a "Small County". The small county pool of funding totals \$100 million, and counties can submit applications for funding of up to \$20 million. Staff recommends that the County submit an application for the first phase of the County's new jail facility to be located at 2300 Napa-Vallejo Highway and estimates the cost of the new facility to be \$66 million with the occupancy of the facility expected in the fall of 2020.

Along with the project architects, Nacht & Lewis, staff will provide a presentation on the conceptual design of Napa County Jail Phase I, as well as a discussion on the operational impacts to the NCDC and future funding needs for completing the new jail project.

Napa County Jail Phase I - Conceptual Design Elements

Over the last several months, staff has worked on a master plan concept that will allow the new jail facility to grow in stages as funding becomes available. With this initial phase, staff is proposing to construct the majority of the core for the facility (including kitchen, laundry, medical, central control, and intake areas), as well as an initial 64-cell housing unit. The construction of this facility will help meet a critical need for maximum custody single-cells.

Along with providing critical maximum security cell space, the facility will offer dedicated on-unit program classrooms, individual counseling rooms, and a modern medical/mental health unit. These components meet the priorities of the SB 863 legislation. More importantly the new facility allows NCDC to improve program offerings that will complete the continuum of care from secure jail custody to the Staff Secure Re-Entry Facility to supervision under Probation and finally full integration back into the community improving public safety and reducing recidivism. A modern 17-bed medical/mental health unit will allow NCDC the ability to house the seriously mentally ill (SMI) population within the jail, allowing for appropriate access to medical and mental health care, behavioral program spaces, and a rehabilitative environment. These elements help the County to meet the proposed priorities of the legislation as well as to help meet the identified needs of the County.

With the County's architects, staff has thoughtfully considered design elements that will allow the facility to be efficiently expanded over time as future funding becomes available to add needed housing units and finish the core section of the facility. The first phase includes the required site-work and extension of utilities that will service the entire master planned campus, including the Staff Secure Re-entry Facility. The intake area that will serve as the internal transfer point under a split operations model will also initially house temporary offices for facility administrators but will be designed to allow for transition to a full booking center. Hallways have been positioned to allow for natural breaks between construction phases. These types of decisions have been considered throughout the conceptual design process, with a forward thinking approach to make future phases of construction easier to complete as funding becomes available.

Operational Impacts & Future Construction Funding

With the construction of Phase I of the New Jail, NCDC would be required to operate multiple secure jail facilities in order to meet the projected inmate population. Through the adoption of today's resolution, the County is committing to operating the new facility beginning 90-days after construction is complete through the life of the State issued bond. The impact to operating multiple facilities is significant. Staff is estimating that approximately 60 additional positions, most of which are correctional staff, would be required to operate the facilities and meet security and safety standards. There would also be increases to service costs, such as the provision of medical contract costs, and supplies costs that would come from managing multiple facilities. This translates into approximately a \$7 million increase from the Department's FY 2015-2016 budget.

With this significant increase, staff has discussed strategies that would 1) allow for a graduated cost increase over the next several years to build up to the needed budget level; and 2) limit the amount of time, if any, the Department would actually be required to operate under a split operations model.

In order to meet this potential increase in operational costs, staff requests direction to update the County's Strategic Financial Plan with a strategy to step-in anticipated costs over the next several fiscal years to accommodate NCDC's budget requirements when the new jail opens. Similar to the approach taken to increase funding for Roads maintenance and repairs, the strategy would involve increasing a set-aside year-over-year until the facility opens, building up to increased annual operating expenditures. Staff would return in January 2016 with the planned update to the Strategic Financial Plan and would include this strategy for inclusion in the policies for the FY 2016-2017 budget preparation.

Staff has also been exploring ways to limit the amount of time, if any, the jail would be required to operate multiple facilities. In the SB 863 application, staff proposes building the facility using the Design-Build method. After careful consideration, staff believes this offers the most flexibility to begin the design process now in anticipation of future funding possibilities. Each year that the construction of the new jail is delayed results in an estimated \$5 million increase to the total project cost due to construction escalation. By approaching the project with this design method, the County may be able to limit some of that impact if funding can be identified sooner without the need to begin with a "new" project.

At the FY 2015-2016 budget hearings, the Board indicated an interest in discussing potential avenues for future funding, including a General Obligation Bond process and exploration of the use of Public-Private Partnership (P3) opportunity. Staff believes that the most relevant route for funding is to research the possibility of a General Obligation Bond ballot measure. Initial research into the P3 model did not yield any examples of adult correctional facilities in California built using this model. Additionally, staff weighed the potential expenses without identified new revenue sources for payments, and the complexity that would result from the State's ownership of the facility during the life of the bond should the County's SB 863 application proposal be accepted. With these considerations, staff determined that initial effort for full construction funding would be better focused on a bond measure option. This was also a recommendation proposed by the FY 2014-2015 Grand Jury in their annual report on the Jail issued in May.

Today's action would provide direction to staff to proceed with the SB 863 application proposal and approve the required resolution to submit with the proposal. Staff would also request direction to return in January 2016 with an updated Strategic Financial Plan that includes a strategy to step-in to the increased operational costs that would exist under a split operations model and direction to continue to review the possibility of a General Obligation bond ballot measure in 2016.

SUPPORTING DOCUMENTS

- A . Resolution
- B . Presentation

CEO Recommendation: Approve

Reviewed By: Molly Rattigan

RESOLUTION NO. 2015-105

**RESOLUTION OF THE BOARD OF SUPERVISORS OF NAPA COUNTY,
STATE OF CALIFORNIA, AUTHORIZING APPLICATION FOR SB 863
FUNDING TO BUILD A CRIMINAL JUSTICE FACILITY, AND
MAKING REQUIRED CERTIFICATIONS**

WHEREAS, pursuant to the Adult Local Criminal Justice Facilities legislation. (“the SB 863 Financing Program”), the State may provide lease-revenue bond financing for the acquisition, design and construction of adult local criminal justice facilities; and

WHEREAS, Napa County has proposed to build a criminal justice facility (“the Project”) on that certain real property having Assessor Parcel Number 046-370-021 and located at 2300 Napa Vallejo Highway, property which Napa County owns in fee simple; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Napa County, that the County shall proceed with submitting an application with the State, for award and allocation of financing as authorized by SB 863 for construction of the Project.

BE IT FURTHER RESOLVED that the County hereby represents, warrants and covenants as follows:

- (1) Lawfully Available Funds: The County cash contribution funds, as described in the documentation accompanying the County’s SB 863 Financing Program Proposal Form, have been derived exclusively from lawfully available funds of Napa County.

- (2) Authorization to Proceed with the Project. The Project is authorized to proceed in its entirety when and if State financing is awarded for the Project within the SB 863 Financing Program.

- (3) Authorization of Project Documents: The Board of Supervisors of Napa County does hereby approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. The Chair of the Board of Supervisors and the County Executive Officer of the County, the County Auditor, or their designees (collectively, the “Authorized Officers”), acting alone, are hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the Board of State and Community Corrections or the State Public Works Board to effectuate the Sb 863 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes.

(4) Execution of Documents: Each of the Authorized Officers is authorized to execute these respective agreements at such time and in such manner as is necessary within the SB 863 Financing Program. Each of the Authorized Officers is further authorized to execute, acknowledge and deliver any and all documents required to consummate the transactions contemplated by the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease.

BE IT FURTHER RESOLVED, as required by the SB 863 Financing Program Request for Proposal forms that:

(1) Names, titles and Positions: The names, titles and positions of the County Construction Administrator, Project Financial Officer and Project Contact Person are as follows: County Construction Administrator: Steve Lederer, Public Works Director; Project Financial Officer: Leanne Link, Assistant County Executive Officer; Project Contact Person: Liz Habkirk, Principal Management Analyst.

(2) Authorization to Sign Applicant's Agreement: The Director of Corrections, Lenard Vare, is hereby authorized to sign the Applicant's Agreement (Page 2 of the Proposal Form) and submit the proposal for funding.

(3) Adherence to State Requirements: The County hereby assures that it will adhere to state requirements and terms of the agreements between the County, the Board of State and Community Corrections and the State Public Works Board in the expenditure of any state financing allocation and County contribution funds.

(4) Authorization of Adequate County Cash Contribution: The County hereby assures that it has authorized an adequate amount of County cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections and assures the funding is compatible with the states' lease revenue bond financing.

(5) Staffing: The County hereby assures that it will safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations), including providing inmate behavioral programming and mental health treatment services, within ninety (90) days after project completion.

(6) Site Assurance: The County hereby assures it has site control through fee simple ownership of the site and right of access to the Project sufficient to assure undisturbed use and possession of the site, and will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of facility subject to construction, or lease the facility for operation to other entities, without permission and instructions from the Board of State and Community Corrections.

(7) Fair Market Value: The County hereby attests to Four Million Eight Hundred Twenty Five Thousand Dollars (\$4,825,000) as the current fair market land value for the proposed new facility.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED
 by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board
 held on the 11th day of August, 2015, by the following vote:

AYES: SUPERVISORS WAGENKNECHT, CALDWELL,
 PEDROZA and DILLON

NOES: SUPERVISORS NONE

ABSENT: SUPERVISORS LUCE

 DIANE DILLON, Chair of the
 Board of Supervisors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Robert C. Martin (By E- Sign.)</u> County Counsel</p> <p>Date: <u>July 16, 2015</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: August 11, 2015 Processed By:</p> <p>_____ Deputy Clerk of the Board</p>	<p>ATTEST: GLADYS I. COIL Clerk of the Board of Supervisors</p> <p>By: _____</p>
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NAPA COUNTY BOARD OF SUPERVISORS

New Correctional Campus Presentation

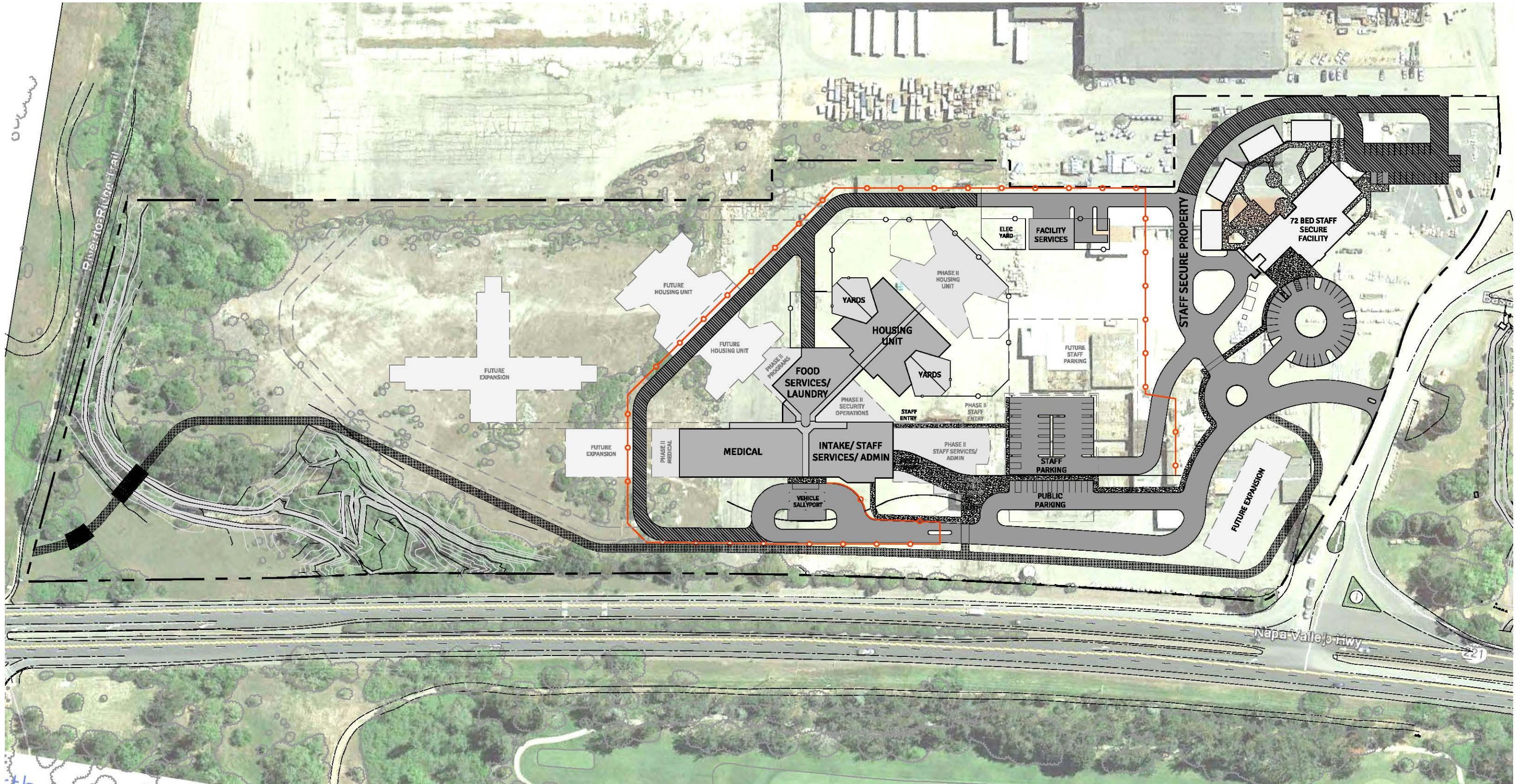
» August 11, 2015



Planning Objectives - New Correctional Campus

- A. Maximize flexibility to expand to 526 beds in phases
- B. Operational efficiency for staffing
 - 1. Minimize inmate movement
 - 2. Direct/indirect supervision
- C. Modern facility that enhances the Continuum of Care – Reduce Recidivism
 - 1. Programming on the unit
 - 2. Advanced medical and mental health treatment
 - 3. Support evidence based programming

SITE PLAN



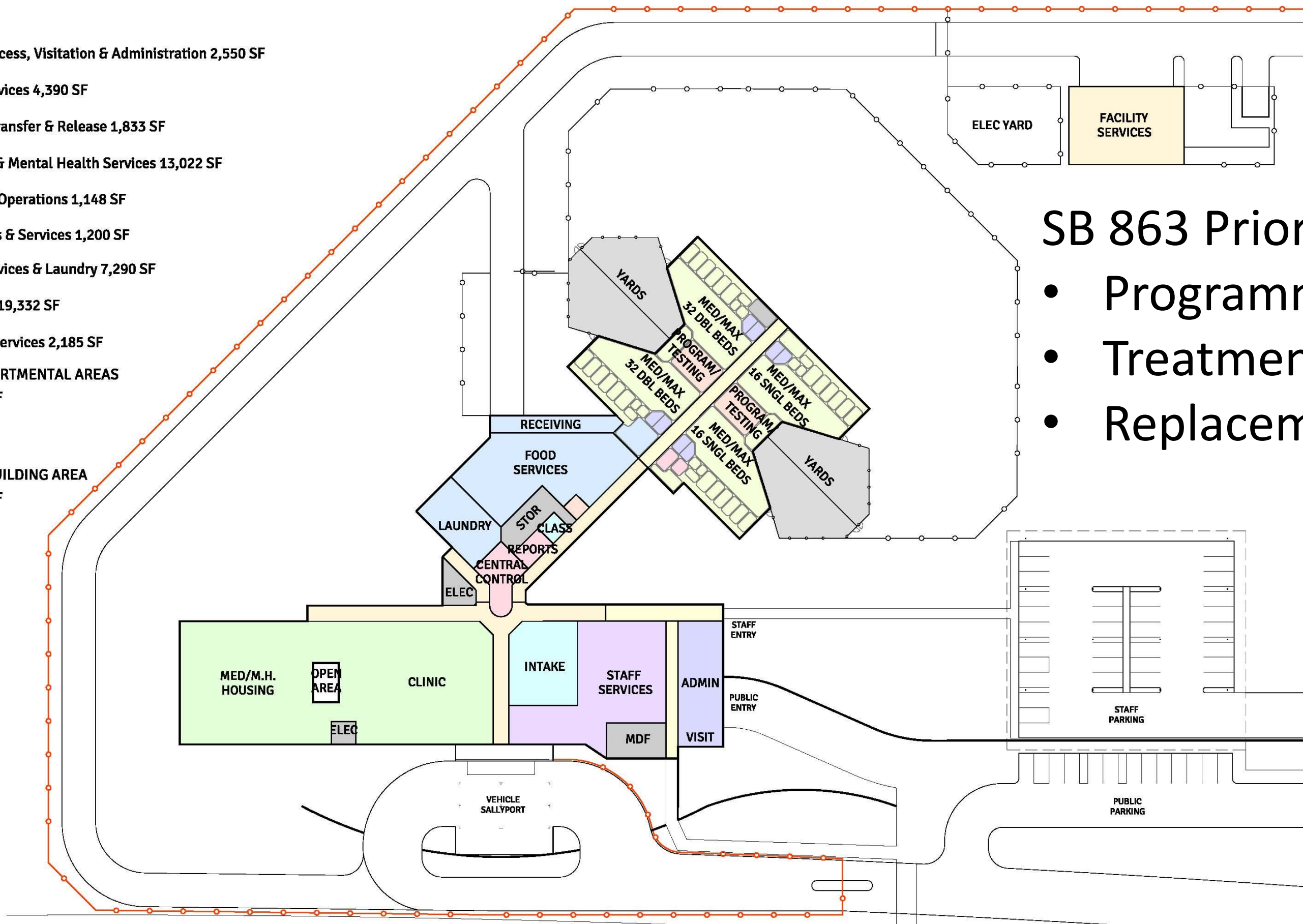
OVERALL PLAN – SB 863 PROJECT

DEPARTMENT

- Public Access, Visitation & Administration 2,550 SF
- Staff Services 4,390 SF
- Intake, Transfer & Release 1,833 SF
- Medical & Mental Health Services 13,022 SF
- Security Operations 1,148 SF
- Programs & Services 1,200 SF
- Food Services & Laundry 7,290 SF
- Housing 19,332 SF
- Facility Services 2,185 SF

TOTAL NET DEPARTMENTAL AREAS
52,950 SF

TOTAL GROSS BUILDING AREA
60,587 SF



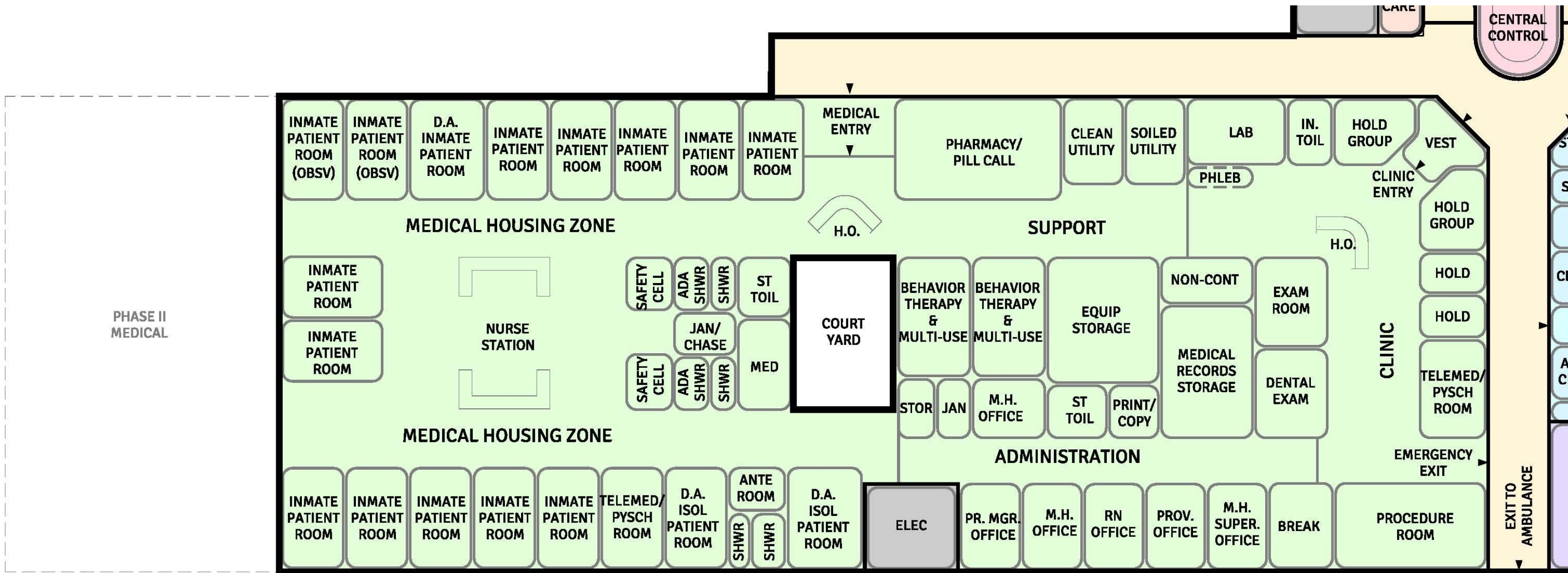
SB 863 Priorities

- Programming
- Treatment
- Replacement Beds

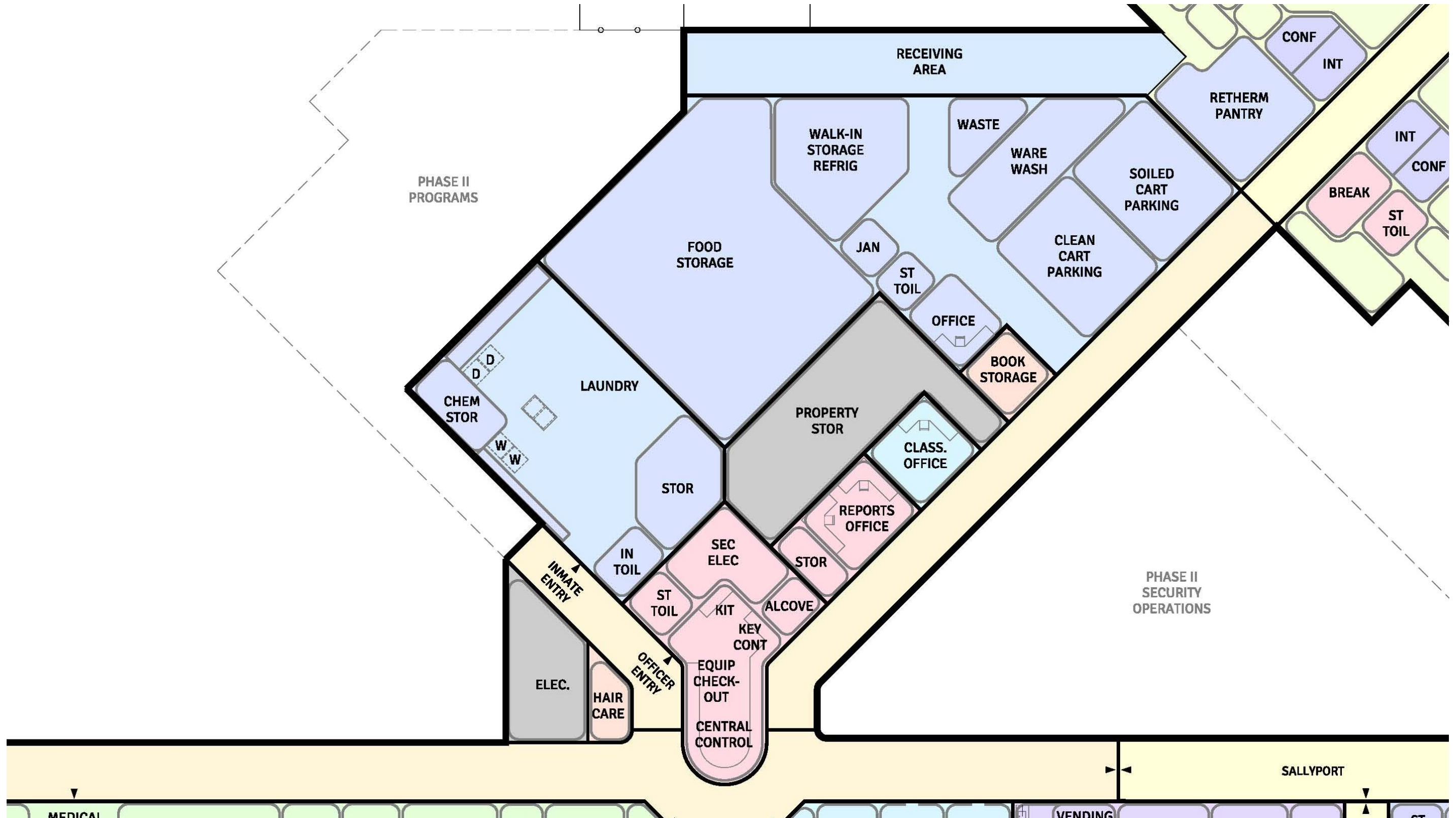
INTAKE AND ADMINISTRATION



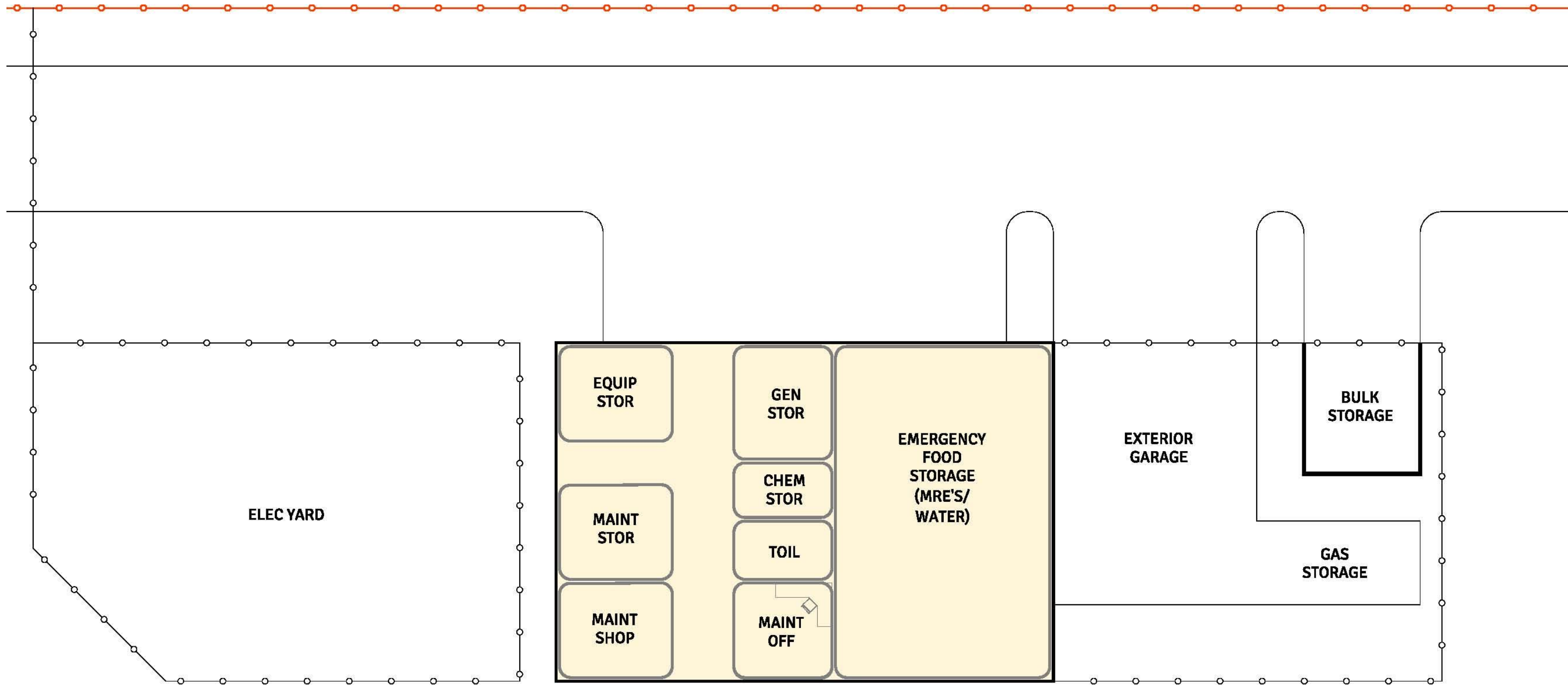
MEDICAL AND MENTAL HEALTH FACILITY



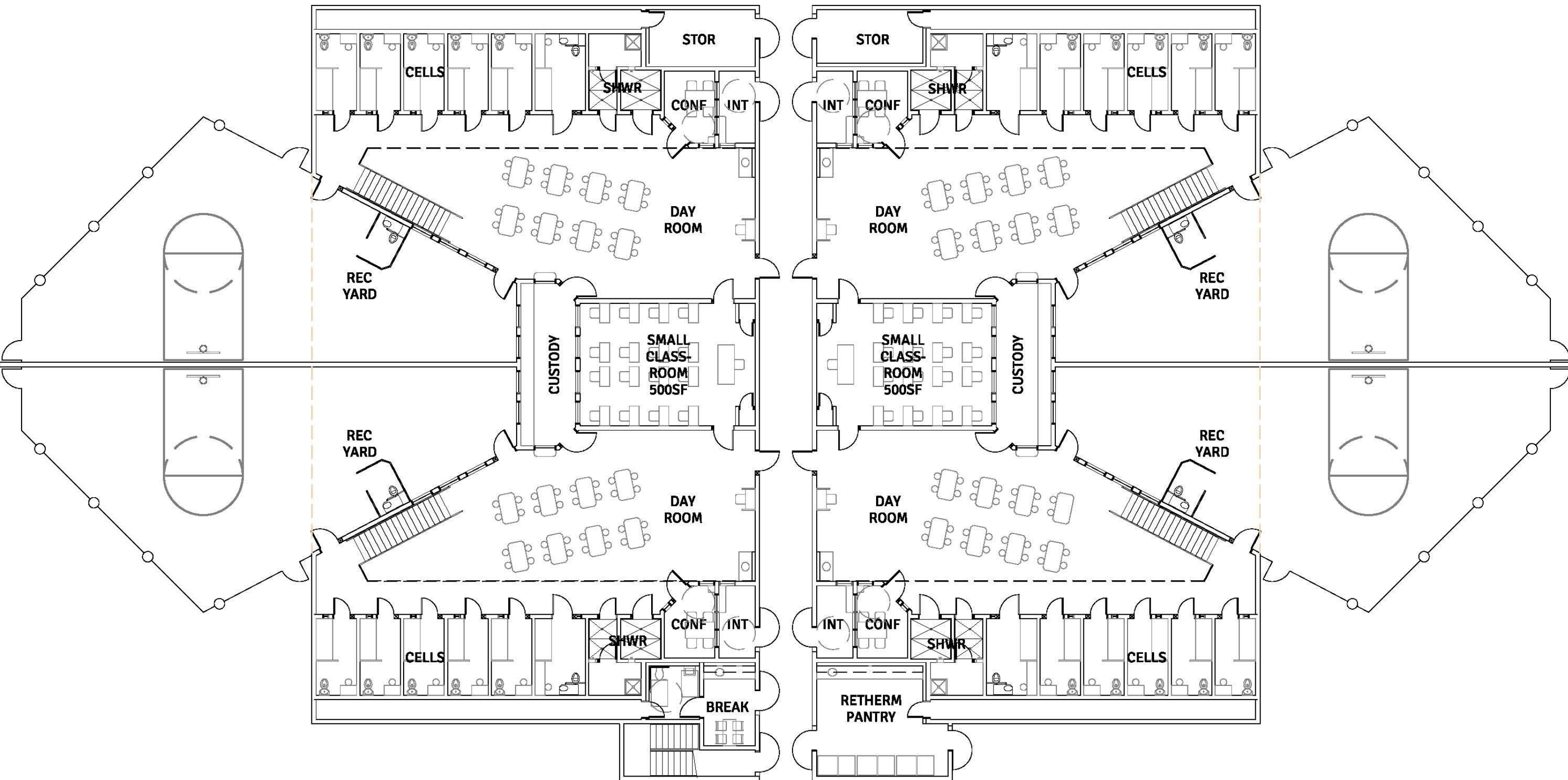
PROGRAMS AND FOOD SERVICES



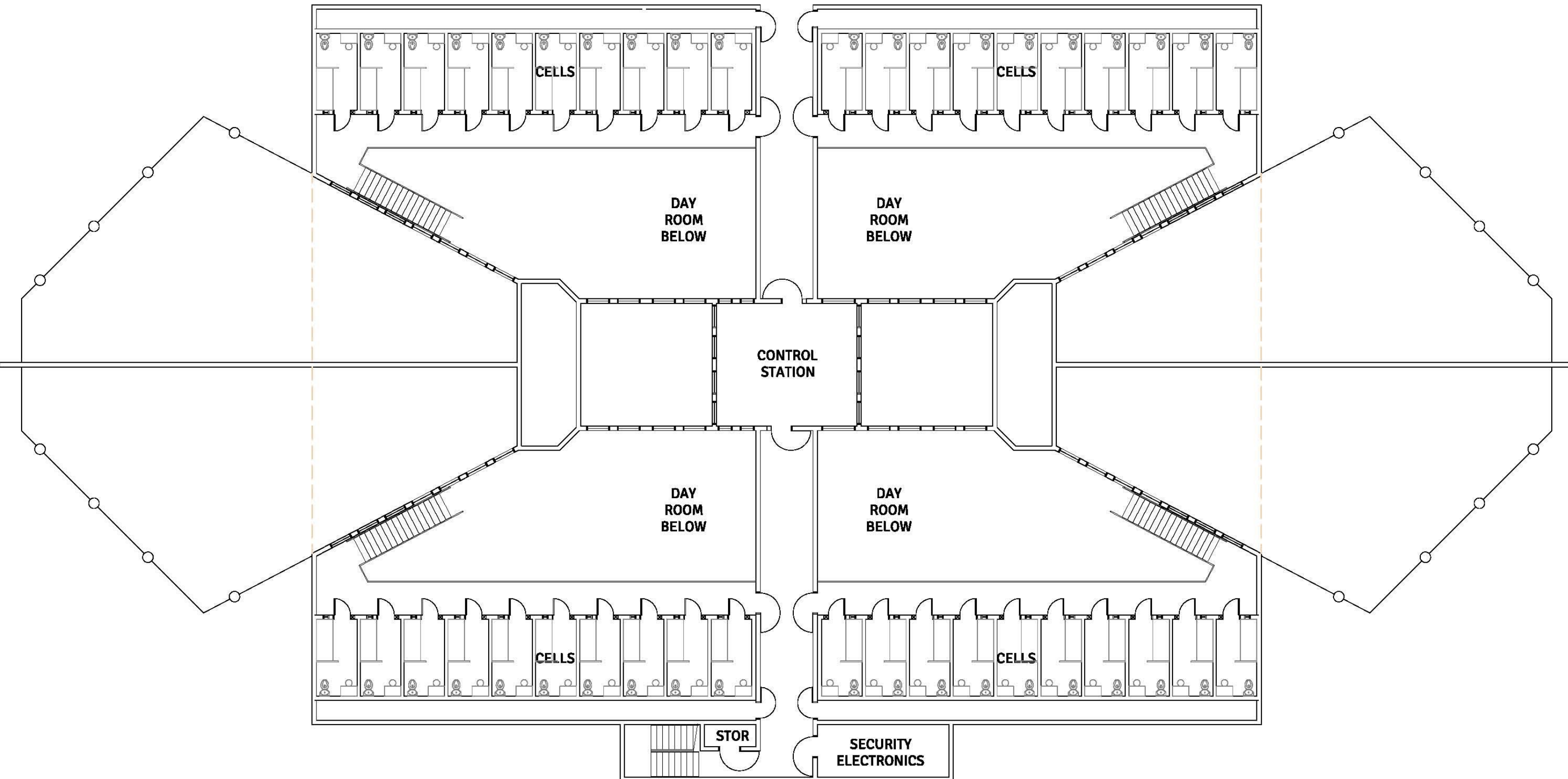
FACILITY SERVICES



HOUSING UNIT – MAIN LEVEL



HOUSING UNIT – TIER LEVEL



BIRD'S EYE VIEW OF ENTRY



VIEW FROM PARKING LOT



VIEW APPROACHING ENTRY





NAPA COUNTY BOARD OF SUPERVISORS

New Correctional Campus Presentation

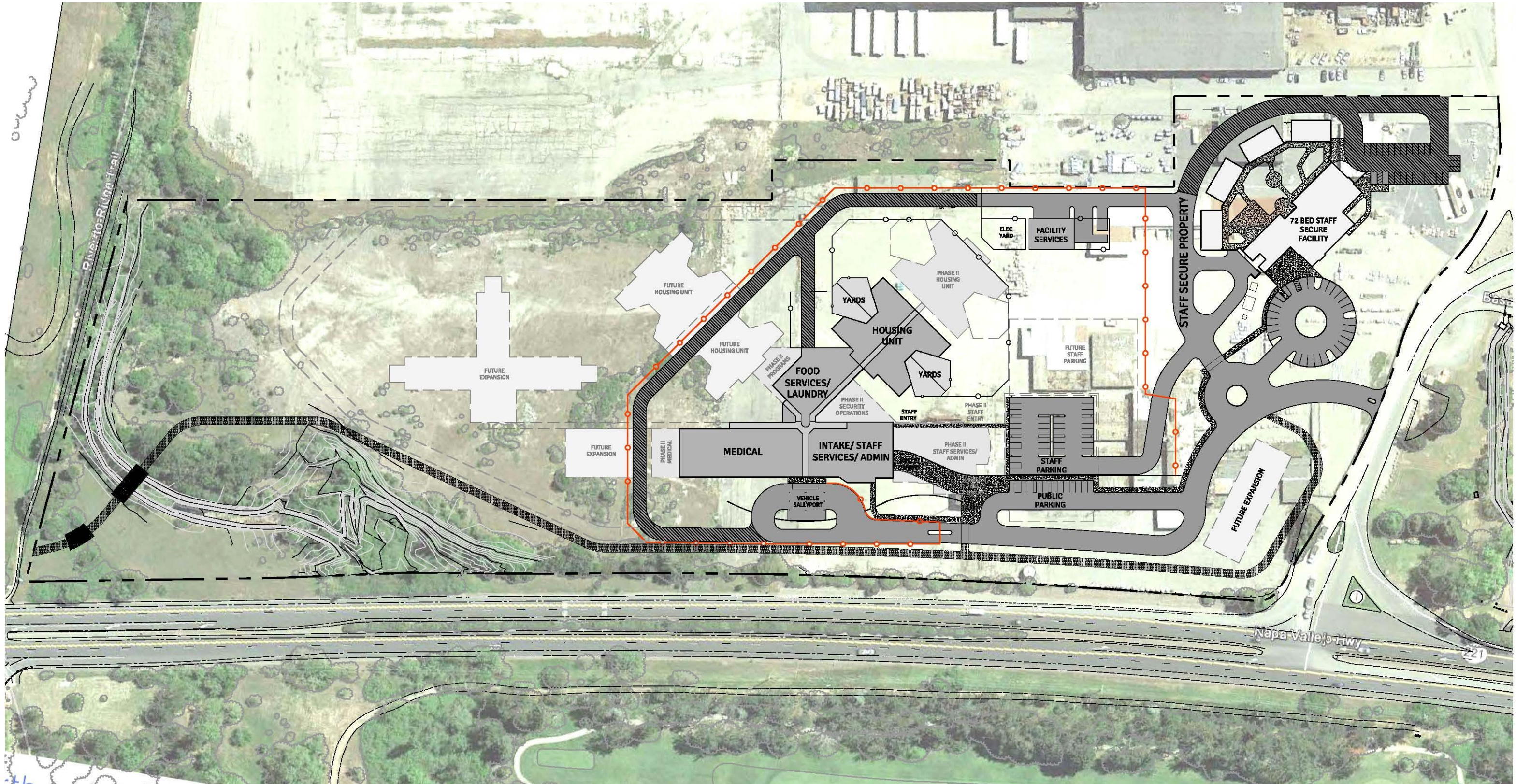
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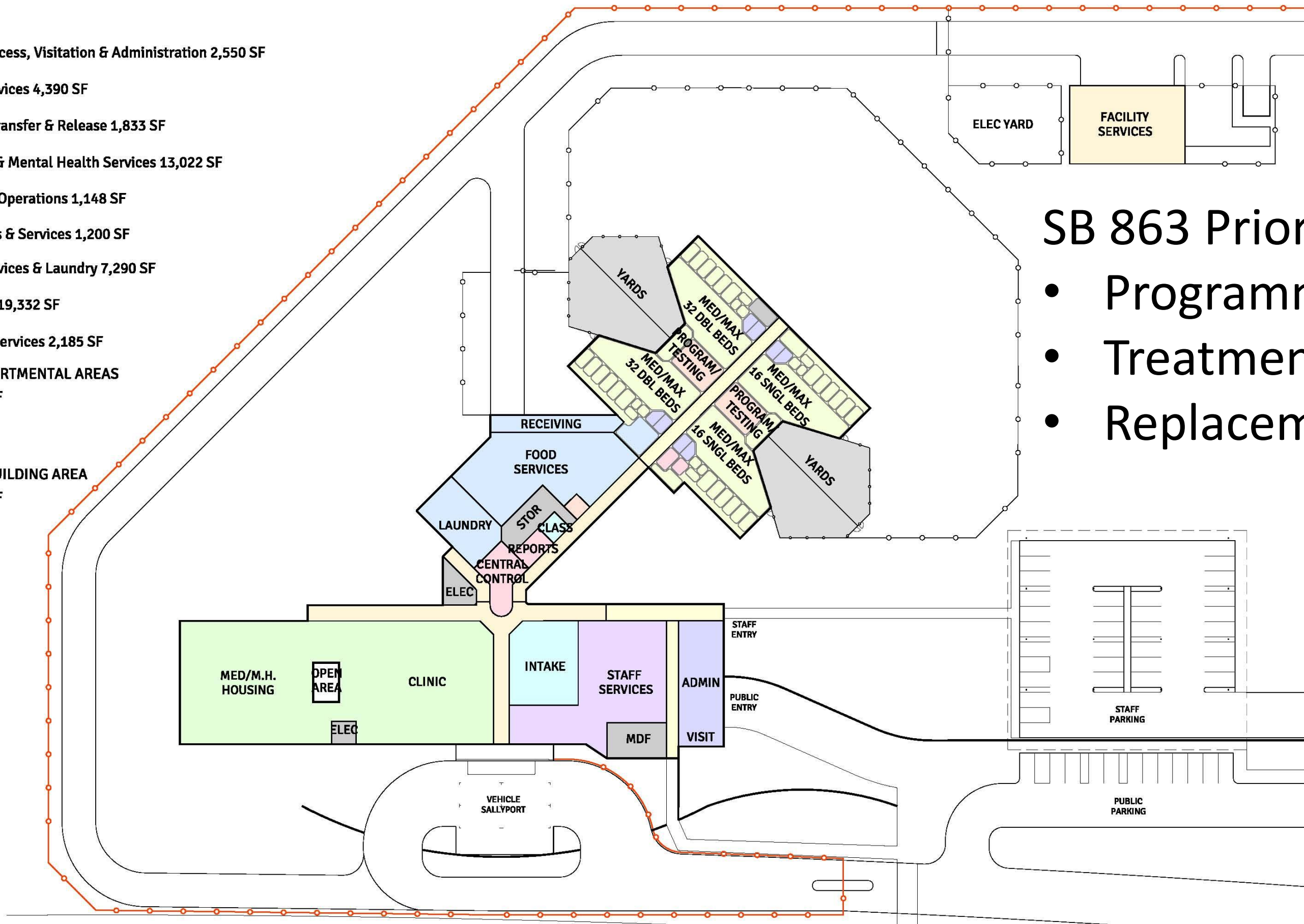
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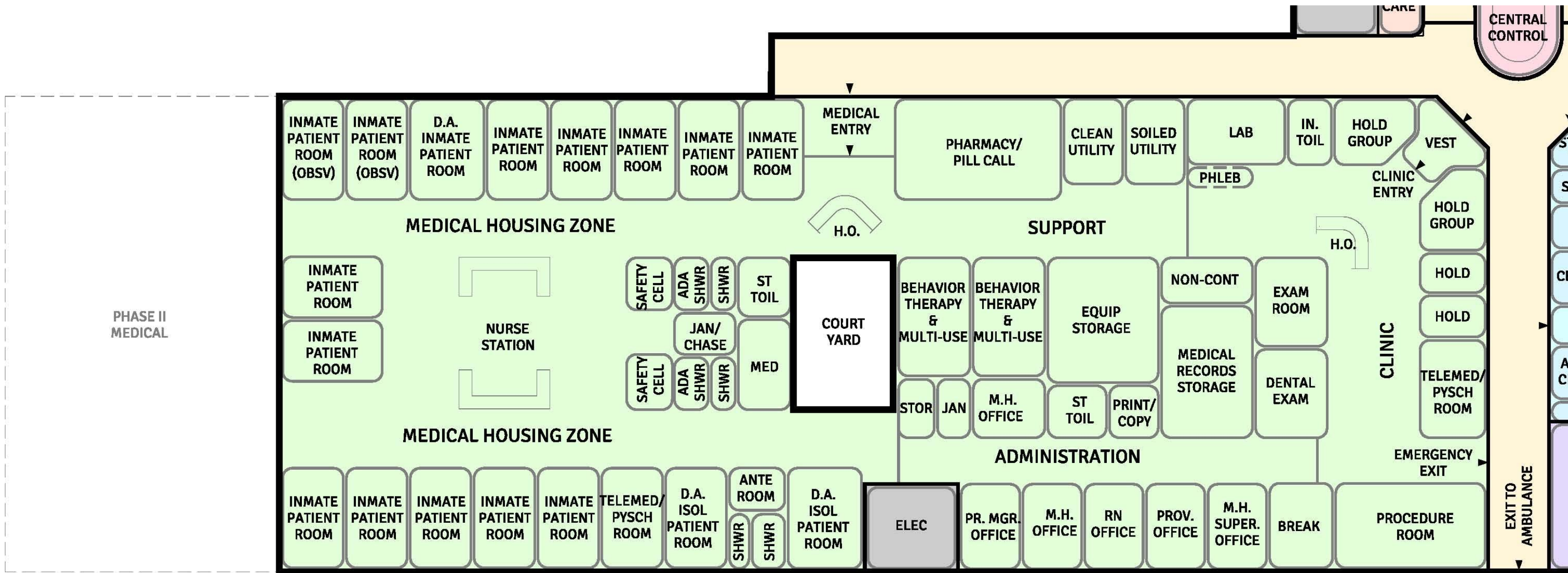
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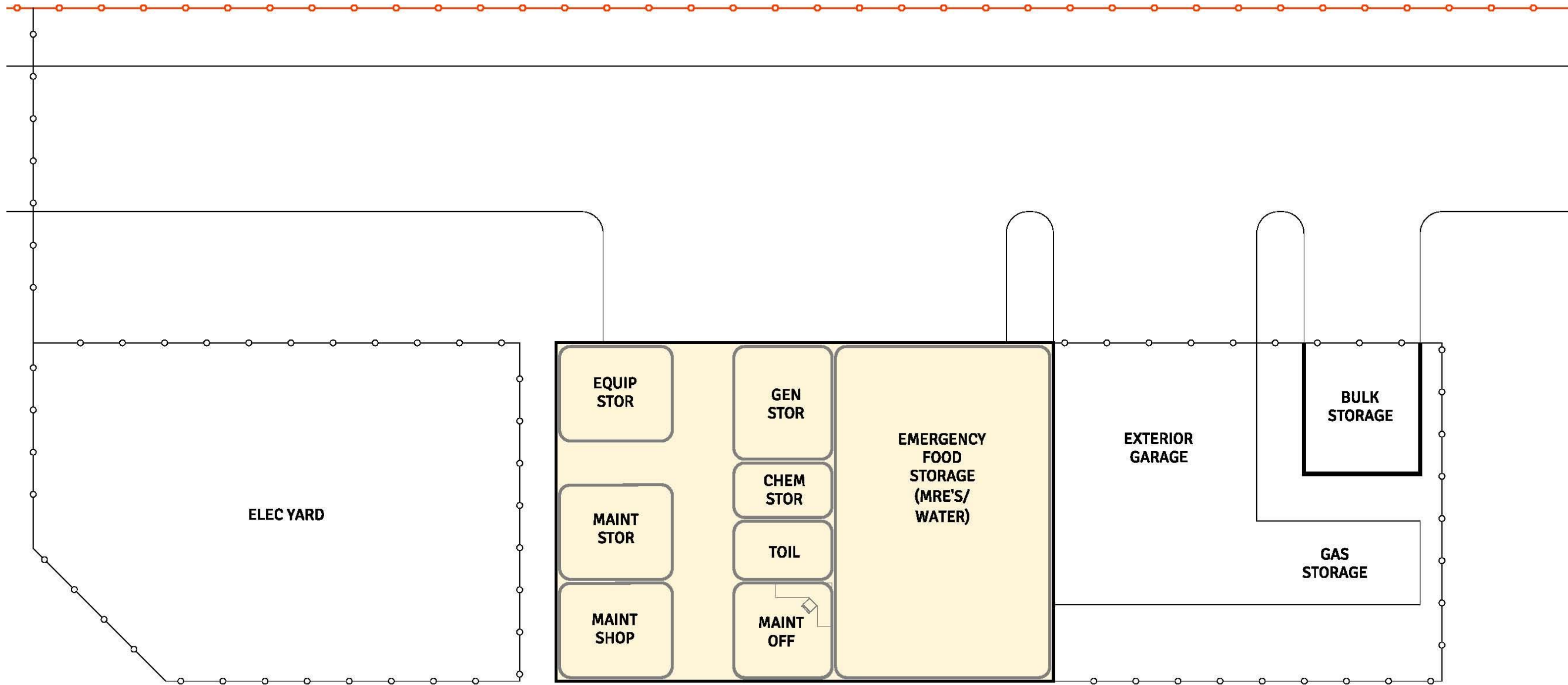
MEDICAL AND MENTAL HEALTH FACILITY



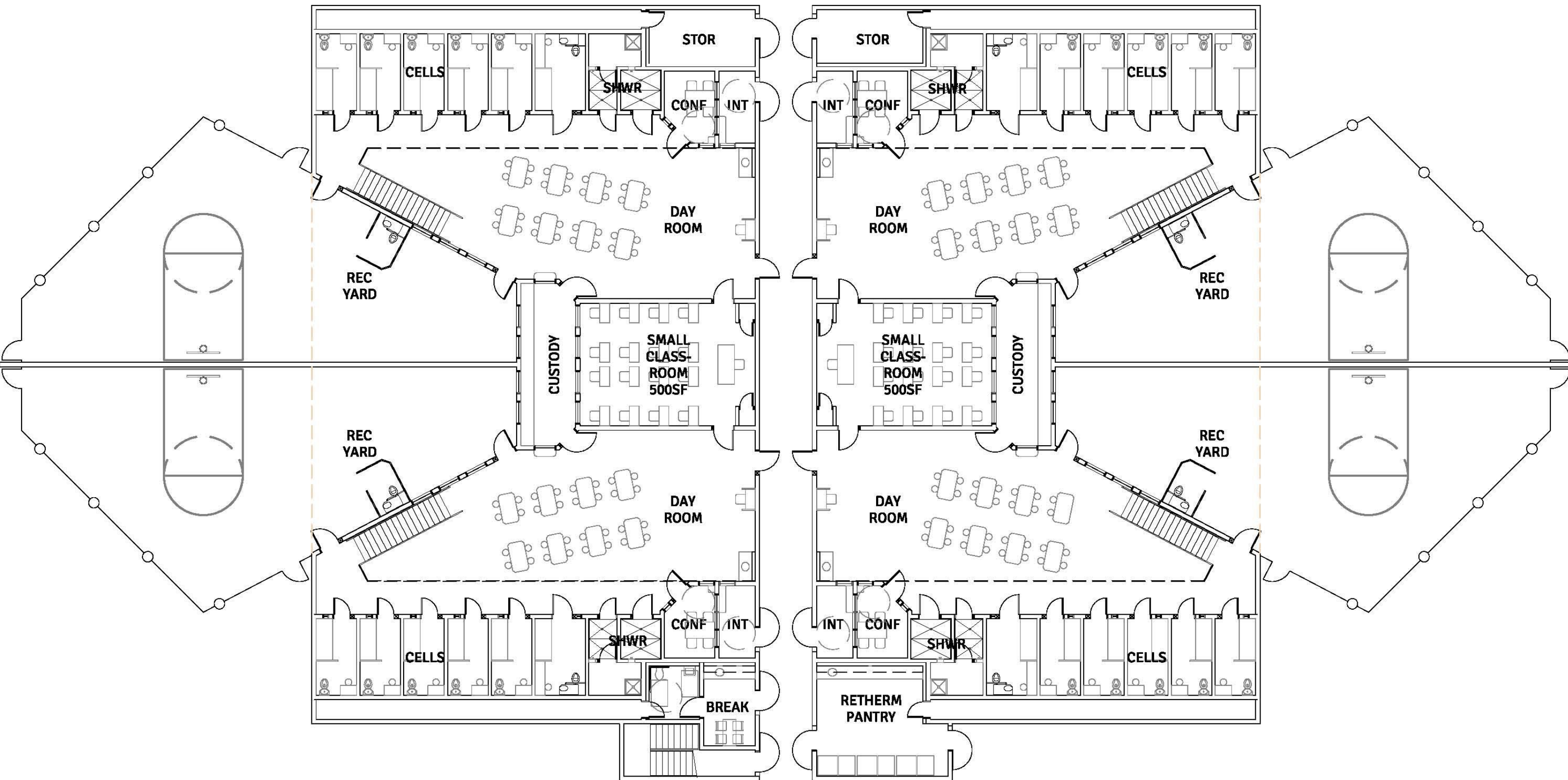
PROGRAMS AND FOOD SERVICES



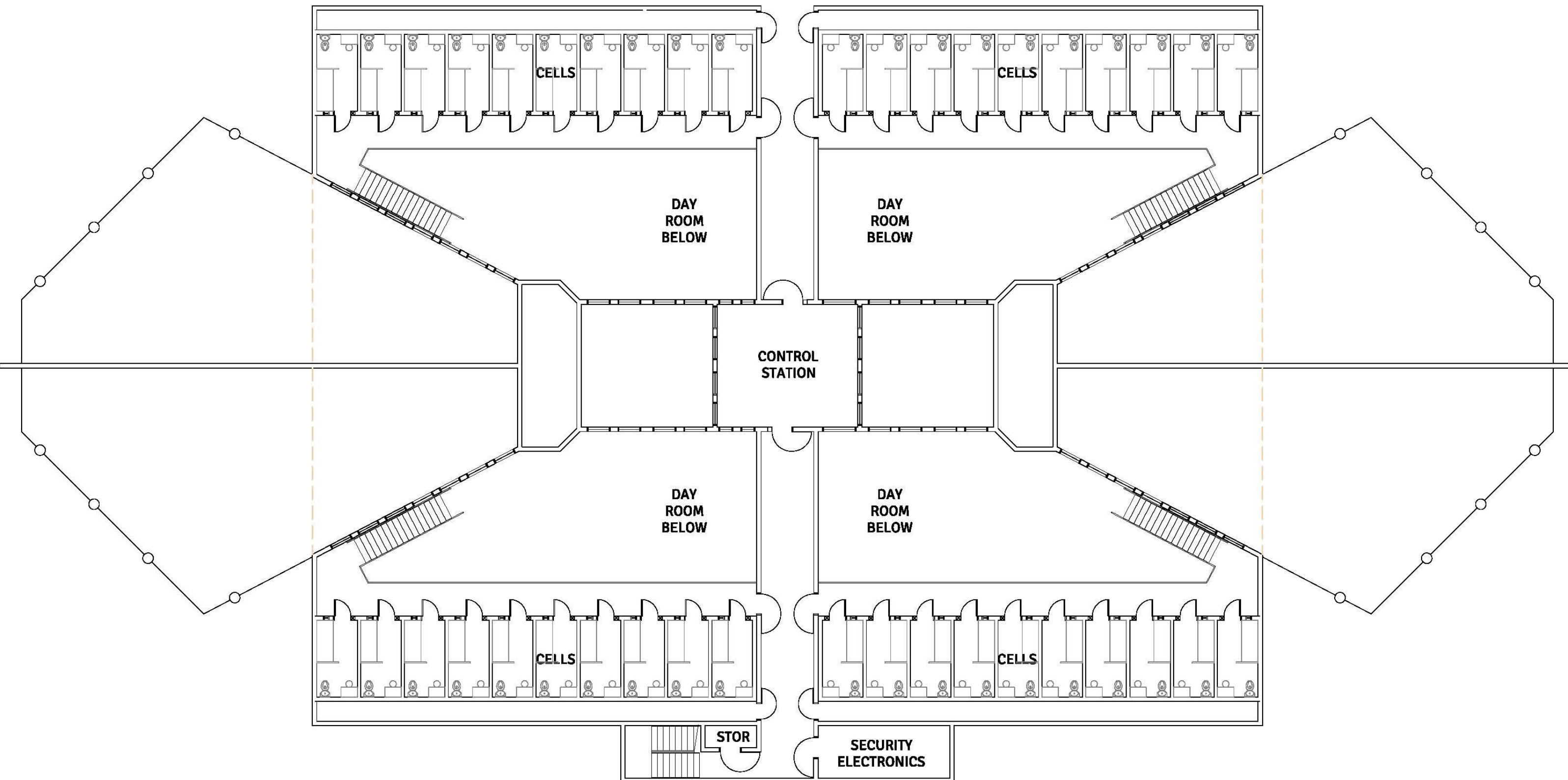
FACILITY SERVICES



HOUSING UNIT – MAIN LEVEL



HOUSING UNIT – TIER LEVEL



BIRD'S EYE VIEW OF ENTRY



VIEW FROM PARKING LOT



VIEW APPROACHING ENTRY





A Tradition of Stewardship
A Commitment to Service

**NAPA COUNTY
OFFICE OF COUNTY COUNSEL**

1195 Third Street, Suite 301
Napa, CA 94559

Main: (707) 253-4521
Fax: (707) 259-8220

Deputies

Silva Darbinian
Laura Anderson
Robert C. Martin
Carrie R. Gallagher
Janice D. Killion
Chris R. Y. Apallas
Susan B. Altman
Thomas S. Capriola
Tivonna D. Stern
Dylan M. Roy

Minh C. Tran
County Counsel

Jennifer Yasumoto
Chief Deputy County Counsel

Jeffrey M. Richard
Chief Deputy County Counsel

June 12, 2015

Michael Scott
Project Director, BSCC
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Re: SB 863 - CEQA Documentation
Napa County Staff Secure Facility

Dear Mr. Scott:

This office represents the Napa County Public Works Department. I am the attorney who reviewed the Environmental Impact Report that was prepared and certified for the Napa County Jail and Staff Secure Facility Project. I also prepared the findings that were adopted by the Napa County Board of Supervisors on April 8, 2014, in accordance with the California Environmental Quality Act (CEQA). A Notice of Determination was filed and posted that same day. A copy of the Notice of Determination is attached for your reference. The statute of limitations expired on May 8, 2014. There were no legal challenges to the County's EIR or CEQA findings.

Please feel free to contact me if I can provide any further information.

Regards,

A handwritten signature in blue ink, appearing to read "Laura J. Anderson", with a long horizontal flourish extending to the right.

Laura J. Anderson
Deputy County Counsel

Enclosure

cc: Liz Habkirk, Principal Management Analyst (without enclosure)
cc\D\PI\New Jail\LSTATE re NOD.docx

FILED

APR 08 2014

Notice of Determination

<input checked="" type="checkbox"/>	To: Office of Planning and Research U.S. Mail: P.O. Box 3044 Sacramento, CA 95812-3044 Street Address: 1400 Tenth St., Rm 113 Sacramento, CA 95814	From: JOHN TUTTLEB Napa County Recorder - County Clerk By: DEPUTY RECORDER - CLERK Public Agency: Napa County Planning, Building and Environmental Services Dept. (PBES) Address: 1195 3rd St., Ste. 210, Napa, CA 94559 Contact: Kelli Cahill, Planner III Phone: (707) 265-2325
<input checked="" type="checkbox"/>	County Clerk County of Napa U.S. Mail: P.O. Box 298 Napa, CA 94559-0298 Street Address: 900 Coombs St., Ste. 116 Napa, CA 94559	Lead Agency (if different from above): Address: _____ Contact: _____ Phone: _____

Fees waived pursuant to GC 27383. SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2013012072

Project Title: NAPA COUNTY JAIL PROJECT

Project Applicant: Napa County

Project Location (include county): 2300 Napa Vallejo Highway, Napa, Napa County, APN 046-370-021

Project Description: The project proposed the purchase of approximately 27 acres of property located at 2300 Napa Vallejo Highway, Napa APN 046-370-021 (commonly known as the Pacific Coast site) and construction of a new jail including ancillary facilities such as a storage and maintenance unit, food services, laundry, medical and mental health units, programming rooms, and inmate intake and release. It also includes construction of a staff facility that would house 50-100 additional inmates.

This is to advise that the Napa County has approved the above ([x] Lead Agency or [] Responsible Agency)

described project on April 8, 2014 and has made the following determinations regarding the above (date) described project.

1. The project [x] will [] will not] have a significant effect on the environment.
2. [x] An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA. [] A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [x] were [] were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [x] was [] was not] adopted for this project.
5. A statement of Overriding Considerations [x] was [] was not] adopted for this project.
6. Findings [x] were [] were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval is available to the General Public at:

Napa County Clerk of the Board, 1195 Third Street, Suite 310, Napa, California 94559

Signature (Public Agency): Kelli Cahill Title: Planner III

Date: 4/8/14 Date Received for filing at OPR: _____

Authority cited: Sections 21083, Public Resources Code. Reference Section 21000-21174, Public Resources Code.



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A Commitment to Service

Board of Supervisors

1195 Third St.
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Napa, CA 94559
www.countyofnapa.org

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Fax: (707) 253-4176

**CERTIFIED EXCERPTS FROM THE DRAFT SUMMARY OF PROCEEDINGS OF THE
NAPA COUNTY - BOARD OF SUPERVISORS REGULAR MEETING
COUNTY OF NAPA
August 11, 2015**

Excerpt #1

1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, August 11, 2015, at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Supervisors Brad Wagenknecht, Keith Caldwell and Alfredo Pedroza. Supervisor Mark Luce was excused. The meeting was called to order by Chair Diane Dillon.

Excerpt #2

- 9D. County Executive Officer and Director of Corrections request the following related to the County's submittal of a Senate Bill (SB) 863 jail construction funding application:

1. Staff presentation and discussion on the development of the first phase of the County's new jail facility located at 2300 Napa-Vallejo Highway in Napa; and
2. Adoption of a resolution authorizing the submittal of a SB 863 jail construction funding application for State lease-revenue bonds in the amount of \$20,000,000.

R-2015-105

Motion moved by Brad Wagenknecht, seconded by Keith Caldwell, to adopt resolution. Motion passed 4 – 0, with Brad Wagenknecht, Diane Dillon, Alfredo Pedroza, and Keith Caldwell voting yes / Mark Luce absent.

The foregoing excerpts are true and correct copies of the original items on file in the draft summary of proceedings in this office.

Date: August 11, 2015

By: 
Greg Morgan
Deputy Clerk of the Board

BRAD WAGENKNECHT
DISTRICT 1

MARK LUCE
DISTRICT 2

DIANE DILLON
DISTRICT 3

ALFREDO PEDROZA
DISTRICT 4

KEITH CALDWELL
DISTRICT 5

CERTIFIED

RESOLUTION NO. 2015-105

**RESOLUTION OF THE BOARD OF SUPERVISORS OF NAPA COUNTY,
STATE OF CALIFORNIA, AUTHORIZING APPLICATION FOR SB 863
FUNDING TO BUILD A CRIMINAL JUSTICE FACILITY, AND
MAKING REQUIRED CERTIFICATIONS**

WHEREAS, pursuant to the Adult Local Criminal Justice Facilities legislation (“the SB 863 Financing Program”), the State may provide lease-revenue bond financing for the acquisition, design and construction of adult local criminal justice facilities; and

WHEREAS, Napa County has proposed to build a criminal justice facility (“the Project”) on that certain real property having Assessor Parcel Number 046-370-021 and located at 2300 Napa Vallejo Highway, property which Napa County owns in fee simple; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Napa County, that the County shall proceed with submitting an application with the State, for award and allocation of financing as authorized by SB 863 for construction of the Project.

BE IT FURTHER RESOLVED that the County hereby represents, warrants and covenants as follows:

(1) Lawfully Available Funds: The County cash contribution funds, as described in the documentation accompanying the County’s SB 863 Financing Program Proposal Form, have been derived exclusively from lawfully available funds of Napa County.

(2) Authorization to Proceed with the Project. The Project is authorized to proceed in its entirety when and if State financing is awarded for the Project within the SB 863 Financing Program.

(3) Authorization of Project Documents: The Board of Supervisors of Napa County does hereby approve the form of the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease. The Chair of the Board of Supervisors and the County Executive Officer of the County, the County Auditor, or their designees (collectively, the “Authorized Officers”), acting alone, are hereby authorized for and in the name of the County to execute, and the Clerk to the Board of Supervisors is authorized to attest, the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation and the Facility Sublease, in substantially the form hereby approved, with such additions thereto and changes therein as are required by the Board of State and Community Corrections or the State Public Works Board to effectuate the Sb 863 Financing Program and as condition to the issuance of the Bonds. Approval of such changes shall be conclusively evidenced by the execution and delivery thereof by any one of the Authorized Officers each of whom, acting alone, is authorized to approve such changes.

(4) Execution of Documents: Each of the Authorized Officers is authorized to execute these respective agreements at such time and in such manner as is necessary within the SB 863 Financing Program. Each of the Authorized Officers is further authorized to execute, acknowledge and deliver any and all documents required to consummate the transactions contemplated by the Project Delivery and Construction Agreement, the Board of State and Community Corrections Jail Construction Agreement, the Ground Lease, the Right of Entry for Construction and Operation, and the Facility Sublease.

BE IT FURTHER RESOLVED, as required by the SB 863 Financing Program Request for Proposal forms that:

(1) Names, titles and Positions: The names, titles and positions of the County Construction Administrator, Project Financial Officer and Project Contact Person are as follows: County Construction Administrator: Steve Lederer, Public Works Director; Project Financial Officer: Leanne Link, Assistant County Executive Officer; Project Contact Person: Liz Habkirk, Principal Management Analyst.

(2) Authorization to Sign Applicant's Agreement: The Director of Corrections, Lenard Vare, is hereby authorized to sign the Applicant's Agreement (Page 2 of the Proposal Form) and submit the proposal for funding.

(3) Adherence to State Requirements: The County hereby assures that it will adhere to state requirements and terms of the agreements between the County, the Board of State and Community Corrections and the State Public Works Board in the expenditure of any state financing allocation and County contribution funds.

(4) Authorization of Adequate County Cash Contribution: The County hereby assures that it has authorized an adequate amount of County cash contribution identified by the County on the financing program proposal form submitted to the Board of State and Community Corrections and assures the funding is compatible with the states' lease revenue bond financing.

(5) Staffing: The County hereby assures that it will safely staff and operate the facility that is being constructed (consistent with Title 15, California Code of Regulations), including providing inmate behavioral programming and mental health treatment services, within ninety (90) days after project completion.

(6) Site Assurance: The County hereby assures it has site control through fee simple ownership of the site and right of access to the Project sufficient to assure undisturbed use and possession of the site, and will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site of facility subject to construction, or lease the facility for operation to other entities, without permission and instructions from the Board of State and Community Corrections.

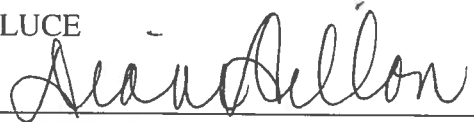
(7) Fair Market Value: The County hereby attests to Four Million Eight Hundred Twenty Five Thousand Dollars (\$4,825,000) as the current fair market land value for the proposed new facility.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED
 by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board
 held on the 11th day of August, 2015, by the following vote:

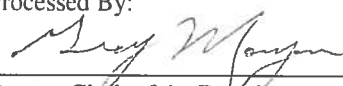
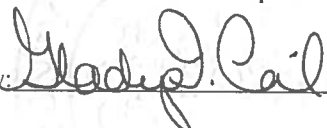
AYES: SUPERVISORS WAGENKNECHT, CALDWELL,
 PEDROZA and DILLON

NOES: SUPERVISORS NONE

ABSENT: SUPERVISORS LUCE




 DIANE DILLON, Chair of the
 Board of Supervisors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Robert C. Martin (By E- Sign.)</u> County Counsel</p> <p>Date: <u>July 16, 2015</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: August 11, 2015 Processed By:</p> <p> _____ Deputy Clerk of the Board</p>	<p>ATTEST: GLADYS I. COIL Clerk of the Board of Supervisors</p> <p>By:  _____</p>
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THE FOREGOING INSTRUMENT IS A CORRECT COPY
 OF THE ORIGINAL ON FILE IN THIS OFFICE

CLERK OF THE BOARD OF SUPERVISORS OF
 THE COUNTY OF NAPA STATE OF CALIFORNIA

ATTEST:  Deputy
 DATE: 8/11/15

1. Statement of Need:

What are the safety, efficiency, and offender programming and/or treatment needs addressed by the construction proposal?

Napa County Department of Corrections (NCDC) operates the County's only jail, located in downtown Napa. The Jail was built in two phases: the original Hall of Justice ("Old Jail") was built in 1976; subsequent to litigation related to overcrowding, a 1989 annex was added in a piecemeal fashion to the Old Jail. The current Napa County Jail is now a blended configuration of linear and direct supervision housing types, and it is representative of the type of "piecemeal, erratic, and incomplete responses" to overcrowded and aging jails outlined in Government Code (GC) § 15820.933.

Comprehensive master planning efforts undertaken by the County dating back to 2004 have identified a number of deficiencies in the physical plant of the current jail facility. These efforts concluded that the jail lacks the appropriate mix of housing types and, therefore, risk classifications are compromised on a daily basis. The 2006 Criminal Justice System Master plan recommended that the County immediately address this by replacing or reconfiguring beds to address that daily risk concern. Since that time, the County has been actively analyzing options for replacement or expansion of its correctional facility. Post implementation of the 2011 Public Safety Realignment Act (AB 109), the County determined that siting the jail out of downtown Napa was the most viable option to provide the necessary space to build a modern correctional facility.

In 2015, the County conducted a Jail Needs Assessment (JNA), which reinforced the need to replace the overcrowded, inadequate and aging jail. The master plan for a new campus offers a safe and secure environment for the treatment of inmates while

focusing on rehabilitative programming. This environment will be complemented by a mission focused on managing the criminogenic needs of the inmate population and the continuum of care for these individuals. The facility will provide an appropriate mix of secure housing options allowing the County to better match the security level of the inmates to the appropriate housing type. The facility will also provide increased programming areas to offer offenders a portfolio of evidence-based programming targeted to each inmate’s specific criminogenic needs. Additionally, the proposed facility will have a state-of-the-art medical/mental health treatment unit to serve inmates with specialized needs (JNA, p4).

Following is a summary of the major safety, efficiency and program/treatment needs identified in the 2015 JNA:

Lack of Safe & Appropriately Classified Housing Identified

The current facility has a rated bed capacity of 264 beds; the breakdown of bed type is shown in Table 1 below:

Table 1: Housing Types in Napa County Jail	
Cell Type	Total Rated Beds
Single Bed	46
Multiple Bed	112
Dormitory	106
Total	264

The County’s JNA outlined significant issues with the current facility, including general overcrowding and, specifically, a lack of medium/maximum classification beds to safely house offenders. In order to have the bed space available to appropriately classify and house inmates, a jail should operate at an average of 85% of its rated bed capacity exclusive of short spikes in population. Operating consistently above that level

puts strain on jail operations; classification staff lack flexibility in housing inmates in appropriate beds, possibly compromising the objective classification process. The current rated capacity of 264 beds, with 10 non-rated beds, is adequate for an ADP of 225 (85% of 264). However, during calendar year 2013 and into 2014, that margin was exceeded 96% of the time (JNA, p9). This results in a misalignment between custody classification and available housing, creating significant safety and security concerns throughout the jail. By 2019, the jail bed need is projected to be 354, exceeding the County's current capacity even when considering the 72-beds available in the new Staff Secure Re-Entry facility (SSRF) funded through SB 1022 (JNA, p7).

With the passage of AB 109, the County has experienced a consistent and ongoing shift to a primarily felony offender population (both pre- and post-sentence) and a resulting transition to higher inmate security classification levels. This shift creates further safety concerns due to the lack of appropriate housing types and programming space. Coupled with the implementation and expansion of the County's alternative custody programs for less serious offenders, the felony offender population now makes up 87% of all inmates (JNA, p22).

Even while the County maintained a somewhat steady Average Daily Population (ADP) during the past five years, the criminal demographic of the inmate population dramatically changed. The need for maximum security (single) cells has increased 109% since 2010 (JNA, p22). Such a drastic increase in the need for single cells without available beds puts a significant strain on jail operations. Multiple occupancy cells are consistently used as single cells, effectively reducing the jail's celled housing availability (and overall capacity) to even lower levels (JNA, p22). Additionally, due to the

limitations of the current jail's physical plant, it becomes extremely difficult to provide this group of inmates, who have a high criminogenic need, any type of programming.

When a correctional facility such as Napa County's jail, with an antiquated design and piecemeal construction, is forced to misalign housing with classification status, serious safety concerns arise. As shown in Table 2 (below), since AB 109 was implemented, the County has experienced significant year over year increases in inmate on staff assaults and use of force incidents.

Table 2: Inmate on Staff Assaults and Use of Force Incidents		
Fiscal Year	Inmate on Staff Assaults	Use of Force Incidents
FY 2011-12	4	54
FY 2012-13	20	66
FY 2013-14	31	118

By 2019, the County foresees a need to provide 35% of the total beds for single cell classified inmates (JNA, p39). Currently, only 18% of the beds available are single cells. The need for a modern facility offering an adequate number of secure cells cannot be overstated.

The capacity issues in the outdated and unsafe housing in the Old Jail further complicate the capacity issues. The main 60-bed unit within the Old Jail is a linear style design with a mix of dormitory style beds along with a maze of indirect supervision single-cell blocks (Attachment 1: Hall of Justice Photos). The unit creates both safety and security challenges for staff and inmates. In addition to numerous line-of-sight issues, cell doors are too small to allow most officers to squarely walk into the cells (particularly dangerous in a use of force situation). Vent coverings create inmate safety risks. Exposed bars, on the cells and dayrooms into the housing unit allow inmates direct access to "gas" or expose Correctional staff to bodily fluids. There are limited

dayroom areas, no space for programming available, no adjacent yard space, and no disabled accessible cells, dayroom or bathroom facilities. The linear design provides little contact between inmates and staff and no way for a central control to have visual control of pods or circulation. Supervision is conducted by intermittent staff patrols of the corridors and through the use of technology, where available. Not surprisingly, this antiquated facility has been the location of numerous staff assaults, inmate assaults, and suicide attempts.

The severe damage caused during the 6.0 magnitude Napa Earthquake in August forced the transfer of 70 inmates to neighboring Solano County to be housed under contract. Although the earthquake damage is being repaired, these beds will still be without direct supervision capability, inmate programming space, or disabled accessible cells. Despite these significant issues, this is the primary location for the jail's single cells (44 of the 46 dedicated single cells). NCDC must rely on this maximum security level housing location for all inmates requiring this level of security including the most dangerous inmates, those with mental health issues and other specialized housing needs. Having to house a higher custody inmate that requires intensive supervision within this area has magnified the serious limitations of the design of this unit and significantly increased safety and security challenges.

Lack of Programming Space and Mental Health Treatment Areas Identified

The JNA also outlined the County's deficiencies in programming and mental health treatment space and availability. As intended in the SB 863 legislation, and codified through GC § 15820.933, an emphasis should be placed on expanding program and treatment space. Napa County can show significant needs in both areas.

The current facility does not have the space to provide any designated areas for inmate programming, either centralized or on-unit. The County has used creative and progressive strategies to offer a variety of programming to inmates. Within the jail these include an intensive education and employment program, cognitive behavioral groups run by mental health professionals, and Alcoholics Anonymous/Narcotics Anonymous groups (JNA, p26-28). However, the result of the current facility's physical limitations is that only approximately 20% of inmates are able to participate in the traditional in-person programming offerings (JNA, p 28).

The damage caused by the 2014 Napa Earthquake forced the suspension of almost every program opportunity. Before the earthquake, the need for increased program and treatment space was extremely evident; post-earthquake with the suspension of programming, the need for dedicated programming areas in the jail is even greater. Since 2006, the County has committed to providing evidence-based programming, but has lacked the ability to do this expansively because of physical building constraints. Where the County has been able to provide these programs there have been positive impacts from its evidence based practices both while offenders are in custody and while they are out in the community. In fact, programming has played a substantial role in slowing overall inmate population growth (JNA p36).

An increase in medical/mental health beds and mental health treatment space is also a pressing need facing the Jail. The recent population analysis showed a need for 30 to 35 dedicated medical/mental health beds by 2019, with up to 13% of the inmate population projected to have serious medical or mental health needs requiring specialized housing (JNA, p39). Currently, the Jail only has six (6) medical beds which

are mainly used to house offenders with a serious mental health illness. Less serious medical and mental health inmates are housed in other areas of the facility further impacting the availability of celled bed space (JNA, p23-24).

The County's role as host to a state hospital further exacerbates the issues most jails around the state and country experience. Seriously mentally ill individuals, sometimes already being found Not Guilty by Reason of Insanity or Incompetent to Stand Trial, are transported to our local jail after committing crimes while at the State Hospital. Their acute and specialized level of medical, mental health, and custody needs far exceed the capacity of the County.

In addition to a lack of housing on the unit, the medical area does not have sufficient office or exam room space, and lacks a clinic area that could allow for safe placement of inmates awaiting medical care. Currently, the "Mental Health Treatment Room" is a cramped, converted cell discouraging the rehabilitative process. There is only one medical exam room available. There are no programming areas for inmates who must stay in this section of the jail for extended periods to participate in therapy, or other socialization activities. The Napa County jail simply does not have the physical capacity to provide the level of medical and mental health treatment services required to meet inmates' needs today, let alone accommodate increased inmate populations.

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.

An award through the SB 863 RFP allows the County the opportunity to leverage \$46 million in identified County match funding to build the first phase of the new jail. This investment provides the opportunity to properly align inmate classifications with the appropriate housing configuration resulting in an efficient and safe environment. Additionally the project includes a modern medical/mental health treatment unit and much needed dedicated programming space to allow for ample, case specific evidence based programs to inmates.

For the last several years, Napa County has engaged in substantial planning efforts to develop a jail master plan for a new Correctional Campus (see below: Site Plan and Attachment 2: Facility Renderings). In 2012, an Environmental Impact Review (EIR) process was undertaken and identified a 27-acre parcel approximately 2 miles south of downtown as a potential site for the new jail. In 2013, with the EIR substantially complete (later certified in early 2014), the County purchased the property and prepared an application for SB 1022 funding. The County's successful SB 1022 submittal funded the construction of a SSRF to house up to 72 offenders in dormitory style housing on the new Correctional Campus. This SSRF will be operated by NCDC in partnership with the County's Probation Department with the goal of preparing offenders for re-entry into the community. The County views this facility as a critical piece of our continuum of

care. The SSRF will foster behavioral change and serve as a step-down from the secure custody setting allowing offenders to: engage in evidence based programming; job preparation activities; establish housing; and connect with social service agencies prior to release.

With the design of the SSRF underway and on schedule (estimated opening date spring 2019), the County has turned its attention to both the conceptual programming/design and funding of the main jail facility. The County envisions the proposed first phase of the new jail as imperative in setting the direction and tone for all future design and construction of the Correctional Campus. The planning emphasizes flexibility and efficiency in the design to accomplish the following goals and objectives:

- Create a modern facility that enhances Napa County's continuum of care.
- Foster cognitive behavioral change for all inmates.
- Support alternatives to incarceration, evidence-based practices and programs and vocational training.
- Appropriately segregate the negative influence of certain inmates from the general population in support of those inmates who desire rehabilitation.
- Provide state-of-the-art medical and mental health treatment in a specialized housing unit that supports focused care and programming for special needs inmates.

The County's need and the proposed project matches the legislative intent of SB 863 to provide sustainable solutions with improved housing with an emphasis on expanded program and medical/mental health treatment space. This would allow increased access to appropriate evidence based programs and treatment (GC § 15820.933).

The proposed project, Napa County Jail Phase 1 (NCJ-1), as shown on the following page, will include:

- A 64-bed medium/maximum classification direct supervision housing unit
- The jail's initial core facility
 - A modern 17-bed medical/mental health unit (focused on treatment and socialization);
 - Kitchen and laundry facilities;
 - An intake processing area;
 - Central control;
 - The beginning phase of administrative and support areas.

The construction of the proposed facility will allow the County to abandon 60 antiquated beds in the current downtown jail facility; the Old Jail described in Question 1. That linear unit creates safety issues, does not offer programming space and has been the site of numerous staff assaults and negative inmate interactions.

Once the construction of NCJ-1 is complete the County will have the rated bed capacity shown in Table 3 (see page 12). As shown, the new beds represent only a minimal increase in total capacity and allow the County to abandon the use of unsafe and antiquated housing. Along with the opportunity to abandon the use of these unsafe and antiquated areas within the Old Jail, NCJ-1 will help the County meet the medium/maximum classification inmate housing capacity needs identified in the JNA by adding 64 single cells. As noted in Question 1-Statement of Need, the County will need approximately 354 beds by 2019 with 35% (or 124 beds) required to be single cells (JNA, p 39).

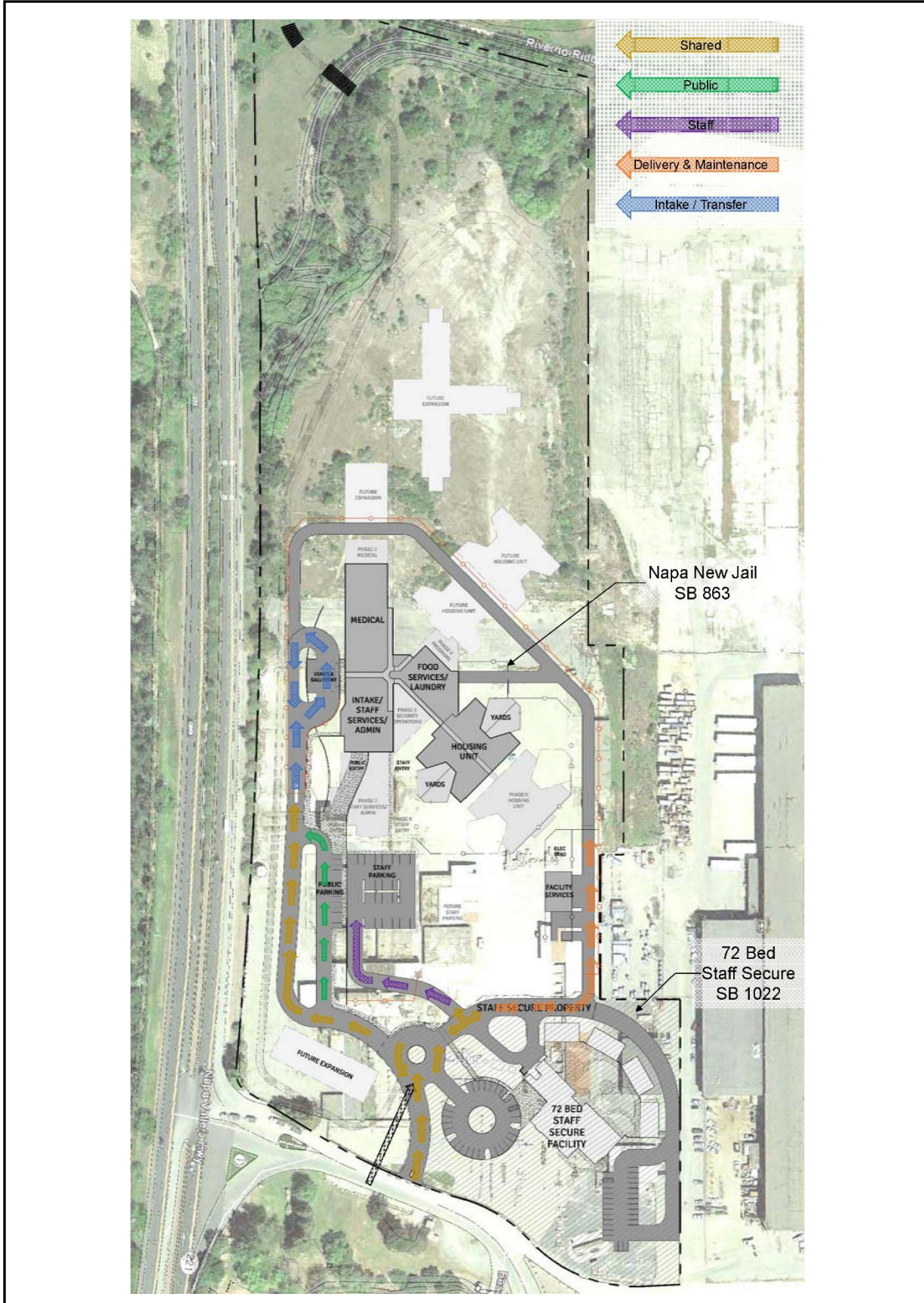


Table 3: Rated Bed Capacity		
Facility	Current/Approved Capacity	Proposed Capacity
Downtown Jail	264	204
NCJ-1	-	64
Staff Secure Facility*	72	72
TOTAL	336	340

*Staff Secure Facility will be completed in 2019.

Basic Design Elements of NCJ-1

Overall Project Design: The County has begun conceptual programming/design of a Type II BSCC rated facility housing mainly sentenced offenders. Importantly, this proposed initial phase of the jail master plan will be designed to offer operational efficiencies and, when additional future funding is available, be efficiently expanded to add housing units and other core functions with the ultimate goal of abandoning the unsafe, outdated and antiquated downtown jail.

NCJ-1 allows the construction of the critical components of the new jail: the necessary infrastructure and site work; the build-out of the majority of the core functions including the kitchen/laundry areas; medical/mental health unit; and intake processing area. Additionally, the 64-single bed cells constructed during NCJ-1 allows NCDC to meet a significant portion of the celled housing demand outlined in the JNA (JNA, p 39) and provides medium/maximum security classified inmates a more secure, program focused environment increasing overall safety.

Safety & Security Design Features: NCJ-1 will be designed to promote efficiency in the use of staff resources by including building features and technologies that

optimize safety and security. Direct supervision principles will be highlighted in the design. Custody stations will be located with clear line-of-sight to all areas of the housing unit. Technology to allow for cell-level control of the lighting, water flow (toilet flushing), and answering inmate intercom calls, as well as access to camera views while away from the staff station located centrally between pairs of pods will be considered in the design. An over-watch station will support on-floor custody officers, with views into all four dayrooms below and be equipped with door controls which can be overridden by Central Control if necessary. Central Control will be located along the “mainline” corridor at the convergence of the main corridors with direct line of sight to administration, intake, the medical and mental health unit, housing units, and future housing units and expansion. Central Control will have monitors showing camera views throughout the facility, and will also have the ability to activate doors, intercoms, lighting, and other security systems throughout the facility.

Considerable attention has been given to the location of core functions such as the kitchen and laundry facilities, maintenance workshops, and storage areas, all with the goal of creating efficiency in operations. The kitchen and laundry areas will be located with access directly from a secure delivery dock, as opposed to the location in the current facility which requires deliveries to be moved through the facility prior to reaching the kitchen. The kitchen and laundry will also be located adjacent to the housing units and have direct access to a re-therm ovens on the units, again reducing movement through the facility. The maintenance shop/offices will be constructed in a separate building, allowing for safe storage of tools and equipment, as well as sufficient space for bulk storage and emergency rations. This will also be more efficient and

economical than housing the function in the secure jail, as maintenance staff will be serving the SSRF located on the same Correctional Campus.

Housing/Program Areas Design Features: The 64-bed direct supervision, program focused, housing unit will be composed of four pods containing 16-cells each (see Attachment 3: Housing Unit Plan). Each pair of two pods will be arranged with open dayrooms located on either side of a custody officer station, allowing for direct supervision. A shared classroom will allow for programming of up to 16 inmates at a time, described further below. Each pod will include an individual program/treatment room for counseling and confidential interviews. An over-watch station will provide additional security supervision allowing the Correctional Officer on unit to focus on the elements of direct supervision, including continuous interaction and encouragement of positive behavior. Outdoor recreational areas, a serious constraint in the current facility with limited enclosed recreational spaces (JNA, p 18), are emphasized in the new facility. There will be a dedicated yard for each housing pod (4 total for the unit) providing adequate recreational opportunities. Each yard will be visible from the direct supervision custody station, provide generous activity space and be partially covered and partially open to the sky – outdoor activity would be allowed even in inclement weather. Each yard is also connected to a larger yard which, in addition to providing for more recreation opportunities, provides for a safe dispersal area for exiting during emergencies.

Key to NCJ-1 is the availability of program space for the provision of rehabilitation services, another funding consideration outlined in GC § 15820.936. Each half of the housing unit will have access to 500 square feet of shared program/treatment

space that can accommodate up to 16 inmates for traditional classroom lectures and studies, cognitive behavioral groups, or small group programs. These rooms will allow for frequent programming to occur within pods without the need to move inmates outside of the housing unit. In each housing pod there will also be a small program/treatment room available for inmates to receive individual mental health counseling or meet with classification officers to discuss case planning. The small program/treatment rooms may be used for non-contact meetings with attorneys or other professionals and is separated by secure glass. This room also provides for the flexibility for smaller groups to meet for therapy while the large program/treatment room is in use. Further, the facility will be designed with the appropriate technology to support the Jail's Tablet Education Program. This program, launched in early 2015 in part as a response to the suspension of traditional programs, allows inmates access to specially designed computer tablets, pre-loaded with programs and educational opportunities. This allows for an even greater integration of inmate programs throughout the facility as the tablet technology can be implemented outside of the program rooms.

These programming opportunities will satisfy an important goal: to prepare inmates to step down into the County's SB 1022 funded SSRF, another piece of the County's continuum of care. The County's experience has shown that inmates who become engaged in programming efforts while in custody have performed better at subsequent phases of their release, including participating in the Community Corrections Service Center day-reporting programs and later while on probation.

Medical/Mental Health Unit Design Features: Of equal importance to the County in this proposed construction is the creation of a modern state-of-the-art medical/mental

health housing unit. NCJ-1 includes a 17-bed medical/mental health treatment unit with a clinical area. Although this first phase will not immediately fully satisfy the number of beds needed, its modern and flexible design will allow for future growth. Of the 17-rooms, at least one will be designed to meet disabled accessibility requirements. Two additional disability accessible rooms will be designed as negative pressure isolation rooms, accessed through an ante-room.

An adjacent clinic area is designed for “outpatient” treatment of other inmates housed within the facility. The area includes a medical exam room, a dental exam room, a lab, phlebotomy station, and a Telemedicine/Psychiatry room. An emergency procedure room will be available in order to stabilize inmates in medical crisis. Two behavioral therapy rooms will be available for those inmates who may be required to stay on the unit for longer periods in order to have access to appropriate programming. This meets yet another funding consideration of GC § 15820.936 to provide space for mental health treatment.

Intake Design Features: In order to make the use of NCJ-1 facility as efficient as possible, mainly sentenced offenders will be housed within the facility. Recognizing that the County must house a large percentage of pre-trial detainees, classification staff will attempt to place appropriately classified sentenced offenders here first. This will keep transportation to and from court (located adjacent to the current facility in downtown Napa) at a minimum. Consistent with this plan, NCJ-1 will include infrastructure to accommodate the internal transfer of inmates for minimal admissions processing only (versus initial bookings). The admission area will include 4 holding cells, a property room, showers, toilet, interview rooms, supply and clothing areas, and a sterile waiting

area. Offices for NCJ-1 onsite facility administrators will make up the remaining portion of the intake area but be designed for temporary use. Future phases will add permanent administrative offices, allowing the intake area to be expanded to accommodate initial bookings.

Feasibility of the Project

The County has already undertaken significant work in the conceptual programming/design of the new Correctional Campus. The County has clear title to the jail property with a certified EIR specific to the construction of the very facility proposed. We have achieved 50% design development of the new SSRF to be located on the same site and have already begun specific design of site-work and utility planning for the entire property to accommodate the needs for full build-out of the jail and the SSRF. The Board of Supervisors has identified \$46 million in funding for the County's match and has considered the changes to operations that will be faced by managing multiple facilities until full build-out of the new jail can occur. Napa County is confident that if awarded SB 863 funding the County will meet all required timelines and elements of the lease-revenue bond process allowing us the capacity to effectively manage housing needs of inmates, provide programming and the mental health areas, and abandon antiquated bed space in the current facility.

3. Programming & 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.

Pre-Trial Release Information

From January 1, 2013 through December 31, 2013, 68% of the Jail's inmate population was pre-sentenced.

The decision to hold or release someone arrested for a crime occurs multiple times each day by jail staff. Currently, the jail makes pre-trial release decisions (cite releases) for those individuals whose charges, under the penal code, meet the criteria for release (having no other charges or outstanding warrants) nor pose a public safety risk. Outside of this process the jail has partnered with County Probation to conduct additional pre-trial release assessments. A Probation Officer embedded within the Jail assesses pre-trial inmates as they are booked and makes recommendations for judges to quickly make informed decisions about recognizance release which may include release conditions such as electronic monitoring or day reporting. Probation uses the Ohio Risk Assessment Tool developed Dr. Ed Latessa at University of Cincinnati, which is designed specifically for pretrial programs to assess risk for returning to court or committing a new offense while awaiting court. The program has been successful with

an ADP of 18 inmates under Pre-Trial release status saving approximately 6,600 bed days within the jail annually.

Additionally, the County Probation Department has also established an on-call program for law enforcement in the field. Law enforcement officers are able to consult with an on-call Probation Officer who has continuous access to case files when they encounter a probationer who is violating the terms of their probation. The Probation Officer may make a recommendation that does not require the law enforcement officer to book the individual if there are no new charges. The individual's Probation Officer will follow up for appropriate response to the violation.

Programming & Treatment Services Currently Provided

Napa County has invested in evidence based programs to reduce recidivism and help manage the jail population. However, as a result of the outdated design of the jail and overcrowding pressures impacting classification needs, the jail does not have adequate space to provide appropriate levels of programming to foster an environment for successful re-entry and other rehabilitative goals. The County supports providing appropriate levels of evidence based programming so that offenders can return to society and become productive residents within the community. Following are the programs currently provided at the jail and how they are proposed to work in a new facility:

1. *Jail Education and Employment Program (JEEP)*: Minimum and medium classification inmates, who met certain behavior and programmatic criteria while in-custody, would be moved to a programming unit where they would participate in evidence based programs to develop their skills in employment readiness and job

sustainability, as well as educational skills for those who require it. Cognitive Behavioral Programs are also used to promote honesty, trust and replacement of criminal thinking. An instructor would be onsite in the unit five (5) days a week and monitor inmates at computer terminals as well as conduct small and large group exercises. Sentenced and presentenced, male and female inmates (female inmates in a small separate unit) participate. Homework assignments occupy weekend unscheduled time. The program serves a total of 36 inmates at a time, limited by the capacity of the specific male and female housing units in which the program is offered. Inmates could remain on this unit for up to one year of programming.

2. *Community Corrections Service Center (CCSC)*: Napa County has operated the CCSC since 2008. This full service day reporting center has continued to operate post-Earthquake for probationers, but because of damage to the Hall of Justice (“old jail”) the program has had to relocate to an off-site location and has seen both its hours and numbers of participants decrease, including the suspension of the unique in-custody portion of the program. Those housed in minimum security housing could be allowed to leave the jail to attend the program next door at the SSRF. Others would attend groups inside the jail or program individually. Life Skills (a variety of cognitive thinking tools), cognitive behavior groups and Drug/Alcohol education programs were offered with the in-custody program and would be reintroduced. Probation staff returns to the Superior Court with recommendations to release an inmate from custody early if they are showing progress and could continue programming out of custody.

3. Various Volunteer Led Programs: Alcoholics Anonymous (AA), Narcotics Anonymous (NA), and religious programming are included and would continue.

4. Jail Education Tablet Program (JET): The Department introduced the JET program in early 2015. This new program offers inmates the ability to use secure tablets to access program courses for basic education, GED preparation, literacy improvement, employment preparation and vocational training, treatment-oriented programming, and health and wellness courses. Additionally, in partnership with the County's Probation Department, NCDC is looking for ways to customize the treatment-oriented programming offerings to align with the County's existing offerings through the CCSC and Probation – strengthening the continuum we have designed. Initial reports on usage are showing a resounding success. In a sample six day period from April 2015, the system averaged over 160 users per day logging 3.8 hours and completing over 13 lessons per day.

In addition to the programs described above, NCDC offers mental health treatment services to inmates. Upon intake, inmates are screened by nursing staff to determine if any mental health needs are present. This is not a universal screening, however. Nursing staff makes these assessments based only on a noted record of mental health issues or if the inmate is exhibiting erratic behavior at the time of booking. If a need is identified, a mental health assessment can be initiated by referral from the nursing staff. The assessment may also come later by a request from correctional officers or by one of the County forensic mental health counselors located full-time in the facility. Currently, this assessment consists of a clinical interview in which the forensic mental health counselor determines treatment options, in consultation with the medical contract provided psychiatrist and physician. The County provides inmates with access to a "Tele-psychiatrist" through the contracted medical provider-California

Forensic Medical Group (CFMG), and provides all prescribed psychotropic medications. On-site forensic mental health counselors, provided through a memorandum of understanding with County Health and Human Services, are available for individual sessions with inmates and limited numbers of small cognitive behavioral groups.

Improvements to Programming & Treatment Services Anticipated with NCJ-1

Offender Programming Improvements: Plans for the NCJ-1 include ample on-unit programming space. Each half of the housing unit will have access to a dedicated 500 square foot program/treatment classroom that can accommodate up to 16 inmates at a time for traditional classroom style learning, cognitive behavioral groups, or small group learning. The County envisions being able to expand programs that have historically been operated within the jail, such as the Jail Education and Employment Program (JEEP), the in-custody portion of the CCSC, the AA/NA and religious groups that were described above, as well as offering new and expanded programming opportunities. These expanded “evidence based” program offerings would include programs that could be continued after “stepping-down” into the new SSRF:

- *Thinking for a Change:* Thinking for a Change (T4C) is an integrated, cognitive behavioral change program for offenders that includes cognitive restructuring, social skills development, and development of problem solving skills. Designed for delivery to small groups in 25 lessons, the T4C program can be expanded to meet the needs of specific participant groups.
- *Moral Reconciliation Therapy (MRT):* MRT is a cognitive-behavioral counseling program that combines education, group and individual counseling, and structured exercises designed to foster moral development in treatment-resistant

clients. Individuals are confronted with the consequences of their behavior and the effect that it has had on their family, friends and community. MRT addresses beliefs and reasoning with a systematic, step-by-step group counseling treatment approach designed to alter how clients think and make judgments about what is right and wrong.

- *Educational/Vocational Training:* Initial communication with Napa Valley College (NVC), located directly across the highway from the new Correctional Campus, has been positive. The County intends to pursue a partnership with NVC to potentially have inmates begin college level courses or certification programs in custody, and continue them while at the SSRF, where inmates may have the opportunity to attend courses on campus, and while on Probation.

Small counseling/interview rooms that can be accessed for more one-on-one counseling, individual assessment, and small group program options would be located on the new unit. These new program offerings would be supplemented by and coordinated with the offerings provided through the Jail Education Tablet program to create a cohesive curriculum for inmates fostering the kind of behavior change the Department and the County have been working towards over the last decade.

As outlined in the County's Community Corrections Partnership plan, the programs and practices that will be implemented in the proposed facility will focus on risk, criminogenic needs, appropriate treatment quantities and models, and evaluation. The impact of these programs in reducing recidivism has been proven in numerous academic research studies to be statistically significant. For the type of programs we are proposing, the Washington State Institute of Public Policy has reported reductions of

8.2% for General population Cognitive-Behavioral Treatment (i.e. *Moral Reconation Therapy, Thinking for a Change*, life skills groups). Additionally, work preparedness and basic education programs have shown recidivism reduction between 4.7% to 12.4% (Aos, Miller & Drake, 2006). The programs identified by the County for implementation in the new facility maintain the fidelity of evidence based practice models and help to rehabilitate offenders and reduce recidivism.

To achieve the goal of fostering inmate behavior change, the County intends to add a full-time program manager to oversee and coordinate the various efforts related to jail programming. Because of the strong commitment and focus on providing a continuum of care in the criminal justice system, the County would build on the partnership between NCDC and the County's Probation Department by having Probation staff fill that Program Manager role to ensure individualized case management and programming continue from incarceration through post release.

Through the formal programming partnership between NCDC and Probation, the County can fulfill the goal outlined in its Realignment plan to encourage the continuum of care principles throughout its criminal justice system. Inmates will benefit from a well-thought out path towards rehabilitation that is individualized to their needs. With the adequate physical space provided with the construction of NCJ-1, inmates will begin their path to change with appropriate programs which would include the array of evidence-based programs (noted previously) specific to their criminogenic needs. Through program participation and classification review inmates would "step down" to the County's new SSRF, where they continue to address their specific criminogenic needs and prepare to return to the community. After release, for the vast majority of our

offenders, they would continue on this path to change under Probation's supervision, remaining in programs that may have been started while incarcerated, and being adequately prepared for community life with appropriate social services connections. It is the expectation that this coordination and follow-through on programs, as well as a rehabilitative model of supervision at all levels, will result in a reduction in recidivism.

Mental Health Treatment Services: Providing adequate mental health treatment services through the construction of NCJ-1 is a critical goal of the project. Napa County has a large mental health population; at least 30% of the Jail's current inmate population has documented mental health issues requiring specialized programming, housing and supervision services.

It is envisioned that the initial mental health treatment screening process described above will become more universal, which will likely increase the documented percentage of mentally ill detainees in the Jail. Nursing staff will conduct the assessment on every offender, whether or not they are exhibiting erratic behavior at the time of booking or had a history of mental health issues. With a referral for a mental health assessment, the forensic mental health counselors will still conduct the clinical interview, but based on the results of that interview, they will now provide rigorous evidence based series of screenings. This second-level assessment would involve the provision of one or more evidence based instruments (such as PHQ-9 for Depression, PQ-8 for Psychosis, or the Columbia Suicide Assessment Scale for suicidality). They would be linked to appropriate ongoing treatment.

After conferring with the County's Health and Human Services Agency (HHSA), the County has identified two levels of mental health care within NCDC: the Seriously

Mentally Ill (SMI) and Mild/Moderate populations. These levels are distinguished by the level of psychiatric acuity. SMI, who will likely reside in the specialized unit, demonstrate greater levels of subacute symptoms (often inclusive of psychotic disorders, bipolar disorder, history of long term psychiatric hospitalization, etc.). The mild/moderate population is able to function in the general population of NCDC.

Inmates, both SMI and Mild/Moderate, will be provided individualized treatment planning to meet their specific needs, both during and after release from NCDC. The primary focus of mental health service delivery is to ameliorate symptoms and increase inmate functioning by stabilizing psychiatric symptoms. In a correctional setting therapeutic treatment directly impacts responsiveness to correctional officers and programs and improves safety and security. Mental Health services within the jail will continue to include tele-psychiatry and medication, but will also be expanded to allow for individual and small group psychotherapy, life skills curriculum, and (when appropriate) pre-release planning and service coordination.

Services will be grounded in a strong evidence-based treatment approach, with Motivational Enhancement Therapy (MET) as a core practice. MET is a directive intervention providing therapist feedback to strengthen and consolidate the client's commitment to change and to promote a sense of self efficacy. Additional specialized evidence-based modalities, targeting the unique treatment needs with specialized methodologies will include, Cognitive Behavioral Therapy for Psychosis (CBTp), Cognitive Behavioral Therapy for Anxiety/Depression, Dialectical Behavior Therapy (DBT), and Contingency Management. Research supports the efficacy of Cognitive

Behavioral Therapy (Landenberger and Lipsey, 2005) and improvement in mental health conditions (Hoffmann et al., 2012).

HHSA's implementation of these evidence-based practices in its larger service delivery system will support the provision of these programs within NCJ-1 and promote continuity of care for inmates reentering the community following incarceration. HHSA Mental Health will implement these evidence based practices with attention to model fidelity, using training, coaching and service monitoring strategies to assure high levels of practice fidelity.

All mental health therapies would be designed and implemented in close collaboration with Corrections staff. The effective provision of correctional and mental health services relies on collaboration between the relevant departments. HHSA Mental Health will sponsor evidence based Crisis Intervention Training (CIT) adapted for jail populations for correctional and jail mental health staff to improve collaboration and performance serving clients with mental illness.

Finally, pre-release planning with a forensic mental health counselor will be provided up to 30 days prior to each inmate's release from NCDC. The licensed mental health clinician provides up to one month (30 days) aftercare and care coordination with the inmate, providing a "warm handoff" to primary care and psychiatric medication management in the community, as well as linkage to the developing community-wide forensic behavioral health system of care. This permits released inmates greater access to services that promote a wellness and recovery model of care for the forensic populations. Services include increased access to housing resources, mental health

treatment (such as adult full service partnership, case management, and psychotherapy), alcohol and drug treatment, and similar critical resources.

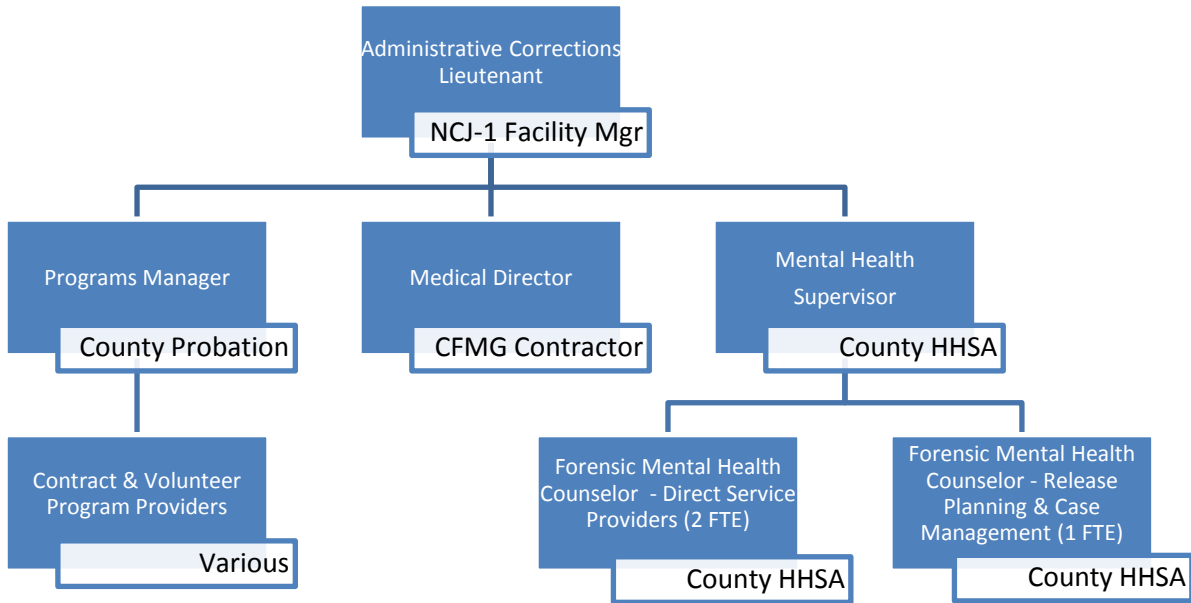
Improvements in Replacing Compacted/Outdated/Unsafe Housing

NCJ-1 will allow the County to abandon the use of 60 antiquated beds within the Old Jail portion of the current facility. The unit at the Old Jail does not offer programming space, nor does the overall facility offer adequate medical/mental health treatment areas.

Staffing Plans & Lines of Authority

Napa County has a long and productive history of collaboration among departments, especially in the criminal justice area. As described above, there will be multiple layers of partnerships that will require clear memorandums of understanding between departments. The following (Figure 1, next page) is a depiction of the planned relationships between facility administrators and treatment providers. The proposed would add two full time staff (one Programs Manager and one Forensic Mental Health Counselor) to existing staffing levels. Although these staff will be “headquartered” in NCJ-1, their responsibilities will span over the three correctional facilities (Main jail, NCJ-1 and the SSRF). This has been accounted for in planning for appropriate staffing.

Figure 1.



4. Administrative Work Plan:

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

Steps required to accomplish the project and project schedule:

Napa County has developed a project management, construction and administrative work plan specifically to address the needs of the proposed SB 863 new Correctional Campus project. This work plan leverages County resources while assuring the project scope, schedule, construction budget, and construction quality are maintained. The work plan methodology is consistent with other capital improvement

projects undertaken by the County and has been successfully utilized for other adult detention facilities throughout the state and nation.

Napa County proposes the design-build delivery method to complete the project as provided under Public Contract Code Sections 22160-22169 and is prepared to move forward with the project immediately upon Notice of a Conditional Award.

Attached is a proposed project schedule (Attachment 4) that includes all of the necessary steps and the associated timelines. All of the above described project delivery steps will occur within the context of the timelines associated with the SB 863 process as described in Section 3: Project Timetable of this application.

Assigned Responsibilities and Coordination

Internally, the County's team will consist of representatives from the Napa County Department of Corrections; Probation; Planning, Building, and Environmental Services (PBES); Sheriff's Department; County Executive Office; Public Works; Auditor-Controller's Office; and County Counsel. This team has been responsible for developing the mission and vision for the Jail Facility and has worked collaboratively to prepare this SB 863 application. This team is also experienced with the State's processes and requirements for the lease revenue bond financing program as this is the same project team that completed the application and received an SB 1022 award. Each team member will continue to have a role in the project delivery process including the design, construction and commissioning for the Jail Facility. In order to facilitate project delivery of the facility, the following roles have been established:

County Project Manager: Steve Lederer, Director of Public Works. The County Project Manager and his staff will be responsible for the project delivery process, budget

and schedule administration, and oversight of the criteria architect's and the design-build entity's contract.

Project Financial Officer: Leanne Link, Assistant County Executive Officer. The Project Financial Officer will be responsible for ensuring the compliance with all requirements of the State funding mechanism including monitoring project expenditures, preparation of reimbursement requests and maintaining the appropriated funding.

Project Contact Person: Liz Habkirk, Principal Management Analyst in the County Executive Office (CEO). The Project Contact Person will serve as the liaison between the BSCC and the County's project team and will be responsible for ensuring that all requirements and timelines outlined by the State are met.

Internal and external coordination among responsible officials will be achieved through existing processes in place in the County for the delivery of major Capital Improvement Projects. These processes include regular meetings to review project progress, budget and schedule status, as well as regular communication with external agencies such as those from permitting agencies and utility companies.

County staff will be coordinating and communicating with BSCC staff for various funding approvals within the context of the timelines associated with the SB 863 process as described in Section 3: Project Timetable of this application. The County will also engage the services of a construction management firm and put in place a transition team to assist with the development and occupancy of the facility.

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.

Amounts & Types of Funding

The County's architectural consultant, Nacht & Lewis Architects, developed the cost estimates for NCJ-1 totaling \$65,884,000. The estimates were then reviewed by staff from the County for accuracy and comparisons with the County's experience with construction projects. The County intends on pursuing a design-build process for the project, and as outlined in the budget summary table the majority of costs (\$53,928,000) are listed under the construction line item. Utilizing the design-build process is an attempt to maximize flexibility as the County pursues additional funding for the construction of the remaining portions of the new jail. If successful with this proposal, the funding through the SB 863 process will go solely to that construction line item. The County's proposed cash match will fund the remaining construction costs, the additional eligible costs, architectural costs, construction management, and state agency fee expenses. In-kind contributions will be used for the required audit process and the county administration costs. CEQA, Needs Assessment and land purchase have already been completed and are not included in the proposed project costs.

Cash Match Requirements

The Board of Supervisors has unanimously approved submitting this application for SB 863 funding and has acknowledged the funding requirements, including the \$45,268,000 in required cash match. There is currently over \$26 million in the Accumulated Capital Outlay designated for the jail project with an additional \$2,900,000 anticipated to be set-aside upon closing the Fiscal Year (FY) 2014-15 books. The Board has also planned for the sale of three properties estimated to net over \$15 million that will be designated for the jail. Finally, the County has a fiscal uncertainty account, as well as other discretionary resources, that can be used for the balance required to fund the project if necessary. *A successful \$20 million SB 863 award allows the State to leverage almost \$46 million in county funding.*

Sustaining Operational Costs

Napa County will be required to run split facilities while additional funding is sought to complete the new jail. In order to accomplish this, staff has identified the need for an additional 56 staff positions, increases to contracts for inmate program services as well as increases to maintenance and operations budget items. It is estimated that the cost of those additional staff members will be above the Department's current FY 2015-16 budget by \$7 million in today's dollars.

To prepare for that eventuality, the Board of Supervisors has directed the County Executive Officer to update the County's Strategic Financial Plan. Since 2008, Napa County's Strategic Financial Plan has served as a road map for the Supervisors and staff to prioritize needs in consideration of available countywide resources. It allowed the County to avoid drastic budgetary measures during the depths of the Great

Recession, and has helped build programs over time as resources have become available.

In order to absorb the additional annual costs to operate the split facility without significant cuts in other services, staff will recommend that with the FY 2016-17 budget, the Board of Supervisors will begin setting aside an additional \$1.9 million each year compounding for five years (i.e. \$1.9 in FY 2016-17, \$3.8 m in FY 2017-18, \$5.7 million in FY 2018-19 and so forth). In this manner, when the facility opens during FY 2020-21, the County will have already roughly built-up to meet the additional annual operating expenses without decreases in other areas. In practice this means as resources grow through increased revenues in the intermediate years, they will not be available to other programs. Instead, the set-aside will be designated in the Accumulated Capital Outlay fund for the jail project or another Board designated reserve.

This is not an unprecedented practice for Napa County. In FY 2013-14, the Board of Supervisors approved the same approach to increase funding for road repairs and maintenance beginning with \$560,000 and compounding annually each year for 5 years for a total annual set-aside of \$2.8 million.

Through its Strategic Financial Plan and budgetary practices the County will commit to funding the new jail operations. At the same time, staff will be evaluating ways to reduce the amount of years spent operating multiple facilities. As mentioned earlier in this application, NCJ-1 is only the first phase of the new jail. A subsequent phase will allow for the completion of the core facility, as well as the addition of two housing units to fully meet the County's projected population needs. County administration will be looking at all avenues for funding the next phase, including the

possibility of a General Obligation Bond, certificate of participation revenue, and regional partnerships. Future phases of construction will adhere to the State's Lease-revenue bond process, but allow the County to limit the additional costs of running split operations over a long period.

6. Readiness to Proceed

Board Resolution: On August 11, 2015, the Napa County Board of Supervisors unanimously approved a resolution authorizing the County to participate in the SB 863 process and agreeing to all of the requirements listed in the Request for Proposals.

California Environmental Quality Act (CEQA) Compliance: On June 12, 2015, Napa County Office of County Counsel issued a letter confirming that in accordance with CEQA, a Notice of Determination was filed on April 8, 2014, and the statute of limitations for that notice expired on May 8, 2014. There were no legal challenges to the County's EIR or CEQA findings related to the jail site.

Citations

Aos, Miller, and Drake (Washington Institute for Public Policy), Evidence-Based Adult Corrections Programs: What works and What Does Not, 2006.

Hoffman, Asnaani, Imke, Sawyer & Fang, The Efficacy of Cognitive-Behavioral Therapy: a Review of Meta-Analyses, 2012.

Napa County with Nacht & Lewis Architects, 2015 Napa County Jail Needs Assessment, 2015.

Landenberger and Lipsey, The Positive Effects of Cognitive Behavioral Programs for Offenders: A Meta-Analysis of Factors Associated with Effective Treatment, 2005.

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	\$ 20,000,000	\$ 33,928,000		\$ 53,928,000
2. Additional Eligible Costs*	\$	\$ 4,422,000		\$ 4,422,000
3. Architectural	\$	\$ 2,416,000		\$ 2,416,000
4. Project/Construction Management	\$	\$ 4,332,000		\$ 4,332,000
5. CEQA	\$	\$		\$
6. State Agency Fees**	\$	\$ 170,000		\$ 170,000
7. Audit		\$	\$ 16,000	\$16,000
8. Needs Assessment		\$	\$	\$
9. Transition Planning		\$	\$	\$
10. County Administration			\$ 600,000	\$ 600,000
11. Land Value			\$	\$
TOTAL PROJECT COSTS	\$ 20,000,000	\$ 45,268,000	\$ 616,000	\$ 65,884,000
PERCENT OF TOTAL	30.36%	68.71%	0.93%	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): Construction cost estimate of \$53,928,000 (State portion of \$20,000,000 and County match of \$33,928,000 are based on a detailed architectural space program and summary conceptual site design. The estimate was prepared by the County’s architectural consultant Nacht & Lewis Architects who is experienced in jail construction. The estimate was then reviewed by staff from the Public Works Department, County Executive Office, Corrections Department, Information Technology Services Department, Probation Department and Auditor-Controller’s office for accuracy in meeting the County’s experience with construction projects and specific programmatic needs as determined by the Project Team. It also

includes site demolition and preparation costs, fixed kitchen equipment, security electronic systems, design services fees for the design-builder, a construction contingency of 7% of total construction costs and escalation based on the State's requirements of 0.42% per month to the mid-point of construction.

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:** Utility connection and impact fees estimated at \$1,500,000; Plan Check \$150,000
 - b) **Moveable equipment and moveable furnishings total amount:** \$2,772,031
 - c) **Public art total amount:** 0

3. **Architectural(state reimbursement/cash match):**
 - a) **Describe the county's current stage in the architectural process:** The County has completed a detailed architectural space program (includes in Section 5 Attachments of this application) and summary conceptual design.
 - 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:** The County does not intend to seek state dollar reimbursement for portions/phases of the architectural services.
 - c) **Define the budgeted amount for what is described in b) above:** N/A
 - d) **Define which portion/phases of the architectural services the county intends to cover with county contribution dollars:** The County intends to cover all architectural service costs with county contribution dollars.

Define the budgeted amount for what is described in d) above: \$2,416,000

4. **Project/Construction Management - Describe which portions/phases of the construction management services the county intends to claim as:**
 - a) **Cash** \$4,332,000; The County identified Project/Construction Management costs of approximately \$3,264,034 (approximately 6.5% of total construction costs less contingency costs) based on fees historically paid by the County for construction management and commissioning services. In addition, the County also identified inspection costs in the amount of \$756,008, testing costs in the amount of \$252,003 and geotechnical costs in the amount of \$60,000. The total of all these costs is \$4,332,000.
 - b) **In-Kind:** \$0

5. **CEQA – may be state reimbursement (consultant or contractor) or cash match \$0**

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. \$20,000 for Real Estate Due Diligence Costs and \$150,000 for State Fire Marshall review costs.**

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: The independently elected County Auditor-Controller will be responsible to provide auditing functions to monitor the project. The in-kind contribution of \$16,000 reflects the County's historical experience.

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 cost has been already incurred, and Napa County does not plan on asking for consideration since the County is over-matched.
9. **Transition Planning – Define work performed by county staff (in-kind), define the staff hired specifically for the proposed project (cash match):** The cost has been estimated and a team developed, and Napa County does not plan on asking for consideration since the County is over-matched.
10. **County Administration – Define the county staff salaries/benefits directly associated with the proposed project.** County Administration is estimated at \$600,000 or approximately 1% of the total construction costs of the project (less contingency costs), and reflects the County's estimate based on historical experience taking into account the size of this project. This accounts for County staff oversight and coordination of the design-build project delivery process.
11. **Site Acquisition - Describe the cost or current fair market value (in-kind):** The cost has been already incurred, and Napa County does not plan on asking for consideration since the County is over-matched.

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>	11/16/15	1/23/16	County has site control; will provide required documentation within the time period.
Real estate due diligence package submitted <u>within 120 days of award</u>	11/16/15	2/5/16	
SPWB meeting – Project established <u>within 18 months of award</u>	11/16/15	5/13/16	
Schematic Design with Operational Program Statement <u>within 24 months of award</u> (design-bid-build projects)			Not Applicable
Performance criteria with Operational Program Statement <u>within 30 months of award</u> (design-build projects)	5/30/16	3/24/17	
Design Development (preliminary drawings) with Staffing Plan	4/28/17	7/25/17	
Staffing/Operating Cost Analysis approved by the Board of Supervisors	5/30/16	8/21/18	
Construction Documents (working drawings)	11/29/17	7/24/18	
Construction Bids or Design-Build Solicitation	4/28/17	7/25/17	
Notice to Proceed <u>within 42 months of award</u>	8/8/17	8/8/17	
Construction (maximum three years to complete)	5/30/18	6/2/20	Construction starts prior to completion of construction documents for early mobilization and site preparation.

Staffing/Occupancy <u>within 90 days of completion</u>	6/9/20	8/31/20	
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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	141,667
2.	Number of detention facilities	1
3.	BSCC-rated capacity of jail system (multiple facilities)	264
4.	ADP (Secure Detention) of system	233
5.	ADP (Alternatives to Detention) of system	46
6.	Percentage felony inmates of system	78%
7.	Percentage non-sentenced inmates of system (January 1, 2013-December 31, 2013)	68%
8.	Arrests per month	513
9.	Bookings per month of system	532
10.	“Lack of Space” releases per month	30

* All data is reported on a Calendar Year (CY) 2014 basis with the exception of the percentage of pretrial inmates which is reported for CY 2013 as required in the RFP

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.	Napa County Jail	264	233

* Data is for CY 2014

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

Pre-Trial Program		ADP
1.	Deferred Entry of Judgment Program – Driving (annual enrollment)	173
2.	Deferred Entry of Judgment Program – Misdemeanor Offense (annual enrollment)	188
3.	Community Corrections Service Center (In-Custody) (Average # of Enrollees)	3
4.	Pre-Trial Release	18
Sentenced Offender Program		ADP
1.	Work Furlough Program	5
2.	County Parole Board Release	7
3.	Jail Education & Employment Program (JEEP) (annual enrollment)	175
4.	Community Corrections Work Program	5
5.	Community Conservation Corps	7
6.	Home Detention/Electronic Monitoring	9
7.	Mental Health Court Participation	11
8.	Alcohol & Drug Treatment Inpatient Services (annual release data)	33

* Data is for CY 2014

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

Assessment tools		Assessments per Month
1.	Level of Service/Case Management Inventory (LS/CMI)	165

* Data is for CY 2014

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.