COUNTY AGENDA REQUEST

Department:	Sheriff Department	Presenter(s):	Steven Rapson
Meeting Date:	Thursday, October 24, 2013	Type of Request:	New Business

Wording for the Agenda:

Consideration of staff's request to award the bid for renovating the old jail facility to Gleeds USA Incorporated (Bid #P887); establish three new jail deputy positions; abolish one records clerk; and convert one Administration Assistant into an Administration Specialist to bring the old Jail fully operational.

Background/History/Details:

Planning for jail space is tricky. That's why optimizing our existing facilities and renovating the old jail facility versus constructing of a new jail pod is more fiscal responsible. The best planning, however, starts long before the jail is overflowing. The goal is to get out ahead of the problem, not to wait until the existing jail is so dangerously crowded or antiquated that local officials either lose control.

Renovating the existing old jail provides the Sheriff with additional options for inmate management that is limited in todays' environment. There is a constant balancing act when dealing with inmate population ranging from inmate classification, crowding, length of stay, direct versus indirect supervision etc. Beds must be set aside for classification (a male prisoner cannot be housed in a female bed, nor can a maximum-security prisoner be housed in a minimum-security bed), sufficient beds must be set aside to handle the population during peak periods. Crowding can create serious management problems and can compromise the safety of inmates and staff as the jail environment becomes increasingly volatile. All these factors and more make the lack of flexibility critical when managing the inmate population.

Fayette County Purchasing Department solicited bids for the restoration of the old Jail facility . Five bids were received by the opening date and time deadline. Gleeds USA Inc. was the best overall bid submitted, has experience with completing over 150 justice projects and will complete a full jail evaluation and cost assessment to bring the facility fully operational. (Attachment A)

What action are you seeking from the Board of Commissioners?

Approval to award the bid for renovating the old jail facility to Gleeds Incorporated for $50,675 utilizing residual bond proceeds to renovate the old jail facility; establish three new jail deputy positions; abolish one records clerk; and convert one Administration Assistant into an Administration Specialist.

If this item requires funding, please describe:

Proceeds are available for the restoration of the old Jail facility from residual Fayette County Public Facilities Authority Revenue Bond account 375-30326-541320-4326A

Has this request been considered within the past two years?	No	If so, when?	N/A
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	County Clerk's Approval	Yes
Administrator's Approval	Yes		

Staff Notes:

The Jail committee agreed that the restoration of the old Jail facility is the most cost efficient way to create new capacity within our jail system. Reference Jail Committee Strategy document. (Attachment B)

Note: The three new jail deputy positions will only be implemented as the old jail renovation nears completion.

Attachment A

PROPOSAL #P887 OLD JAIL EVALUATION & COST ASSESSMENT
EVALUATION SCORING SHEET

EVALUATION COMMITTEE MEMBER: _____

SELECTION PROCESS:	MAX POINTS	MALLETT CONSULTING, INC.	PRECISION PLANNING INC.	WAKEFIELD BEASLEY & ASSOC.	POND & COMPANY	GLEEDS USA INC.
1 Approach to evaluation, recommendations, and cost estimates	20	7.5	13.8	12.5	15.0	18.8
2 Qualifications of the firm to perform the work	20	13.8	15.0	16.3	17.5	20.0
3 Qualifications and certification of key employees who are involved.	20	13.8	16.3	16.3	16.3	18.8
4 Experience of the firm in performing similar work, especially jail construction or renovation.	30	20.0	25.0	25.0	27.5	27.5
5 Past performance, based on references and other available information.	10	6.3	8.8	10.0	10.0	10.0
Total Technical Score	**100**	**61.3**	**78.8**	**80.0**	**86.3**	**95.0**
THE 70/30 METHOD:						
Price		$11,500.00	$19,500.00	$48,000.00	$49,475.00	$50,675.00
Percent		100%	59%	24%	23%	23%
Technical Merit	**70%**	**42.9**	**55.1**	**56.0**	**60.4**	**66.5**
Price	**30%**	**30.0**	**17.7**	**7.2**	**7.0**	**6.8**
		72.9	**72.8**	**63.2**	**67.3**	**73.3**

Attachment B

Fayette County: Strategy for expanding jail infrastructure

Background

In 2003 the county government opened the new Justice Center and Jail facilities. The old Jail (Building C) was not demolished and was slated to be used for additional inmate capacity when needed. At this point, Building C has sat dormant for the past 10 years, requiring a significant investment to bring the building back to full functionality.

The new jail was designed to easily add additional "pods" for further inmate capacity.

Since 2008 the average daily inmate population has been over 250 inmates (low of 255 in 2009 and high of 292 in 2011). As a general rule, when the inmate population reaches 75% (288 inmates for our facility), it is time to look at contingency plans for capacity issues. Keep in mind those figures are *average* population and, at times, the population can be much higher.

Some of the research provided at the Citizens Committee on Jail Infrastructure meetings depicts inmate populations remaining steady or declining across the state. If that trend remains, the county does not have a need to proceed with an expansion of capacity.

There are three distinct channels to weigh for handling expansion of capacity: 1) refurbish the old jail – Building C (increase capacity by 150 inmates); 2) build a new pod to our current facility (increase capacity by 232 inmates) and; 3) "outsource" inmates to other facilities. In fact, different channels could be used at various stages of handling the increases in inmate population.

Most on the committee agreed that the restoration of the old Building C would be the most cost efficient way to create new capacity within our own system. The committee felt allowing for a 2 ½ year planning, permitting and construction period for the restoration of Building C was a reliable estimate.

The committee was told that 5 new jail employees would need to be hired to operate a restored Building C. Obviously, the ongoing maintenance and operation costs of the restored building would have to be accounted for in the county's budgeting process.

It was determined that the annual financing costs of restoring Building C along with the cost of the additional employees equates to approximately $1,000,000 per year.

It was also determined that outsourcing was the preferred choice for inmates beyond our current capacity limit until the "break-even" point was near, making the building restoration and the new employees financially feasible. The break-even number on outsourced inmates was 61.

The committee agreed that the top priority should be targeting ways to reduce the inmate population in our current jail facility. For example, work with the courts on ways to reduce large numbers of "pre-trial" days for inmates and look at alternate channels of punishment for first-time offenders.

The Sheriff's Office needs to have policies and procedures developed for the operation of Building C.

Attachment B

Strategy

Planning for jail space is tricky. That's why we need to optimize existing facilities and assess renovating the old jail facility versus planning for the construction of a new jail pod. The best planning, however, starts long before the jail is overflowing. The goal is to get out ahead of the problem, not to wait until the existing jail is so dangerously crowded or antiquated that local officials either lose control.

Renovating the existing old jail will provide the Sheriff with additional options for inmate management that is limited in todays' environment. There is a constant balancing act being maintained when dealing with inmate population ranging from inmate classification, crowding, length of stay, direct versus indirect supervision etc.

Beds have to be set aside for classification (a male prisoner cannot be housed in a female bed, nor can a maximum-security prisoner be housed in a minimum-security bed), and sufficient beds need to be set aside to handle the population during peak periods. Crowding can create serious management problems and can compromise the safety of inmates and staff as the jail environment becomes increasingly volatile.

All these factors and more make the lack of flexibility critical when managing the inmate population. The dynamics of managing a jail are filled with unpredictable inputs and daily fluctuations in population; require management flexibility in the form of a few empty beds. Because of this, a jail is at capacity before reaching its design limits. A crowded jail can result in the loss of system integrity.

Proposed Short-term Solutions

New Construction
Increasing jail capacity is a costly undertaking and estimates of the cost of a new jail bed range from between $65,000 to $115,000. Therefore constructing a new 150 bed jail, assuming an average cost of $90,000 per bed, would cost $13,500,000. Assuming an average daily cost was $45 per day per inmate, a 150-bed jail would cost about $2,463,750 per year to operate. Assuming a life cycle of 20 years, the overall operating cost of that jail would be **$62,775,000**.

Outsourcing Inmate
Outsourcing 150 Inmates assuming an outsourced rate of $45/per day would be $2,463,750/year. Assuming a life cycle of 20 years, the overall operating cost of that jail would be **$49,275,000**.

Renovate Old Jail
The Sheriff has committed to working within his existing budget to fund additional staffing and operational needs to negate any increased budgetary impact for opening the old jail. Renovating the existing old jail to bring it fully operational is estimated to cost less than $1,400,000. Once operational there would be 150 jail beds available. Operationally this proposal would establish three (3) Deputy Sheriff – Jailers (reducing existing over-time funding for required salaries) creating more available hours to help implement the staffing required to bring the old jail on-line. Assuming a life cycle of 20 years, the overall operating cost would be **$1,400,000**.

Evaluating the three options over a 20 year life cycle; given the Sheriff commitment to working within his existing budget; makes the renovation option the clear recommendation.