

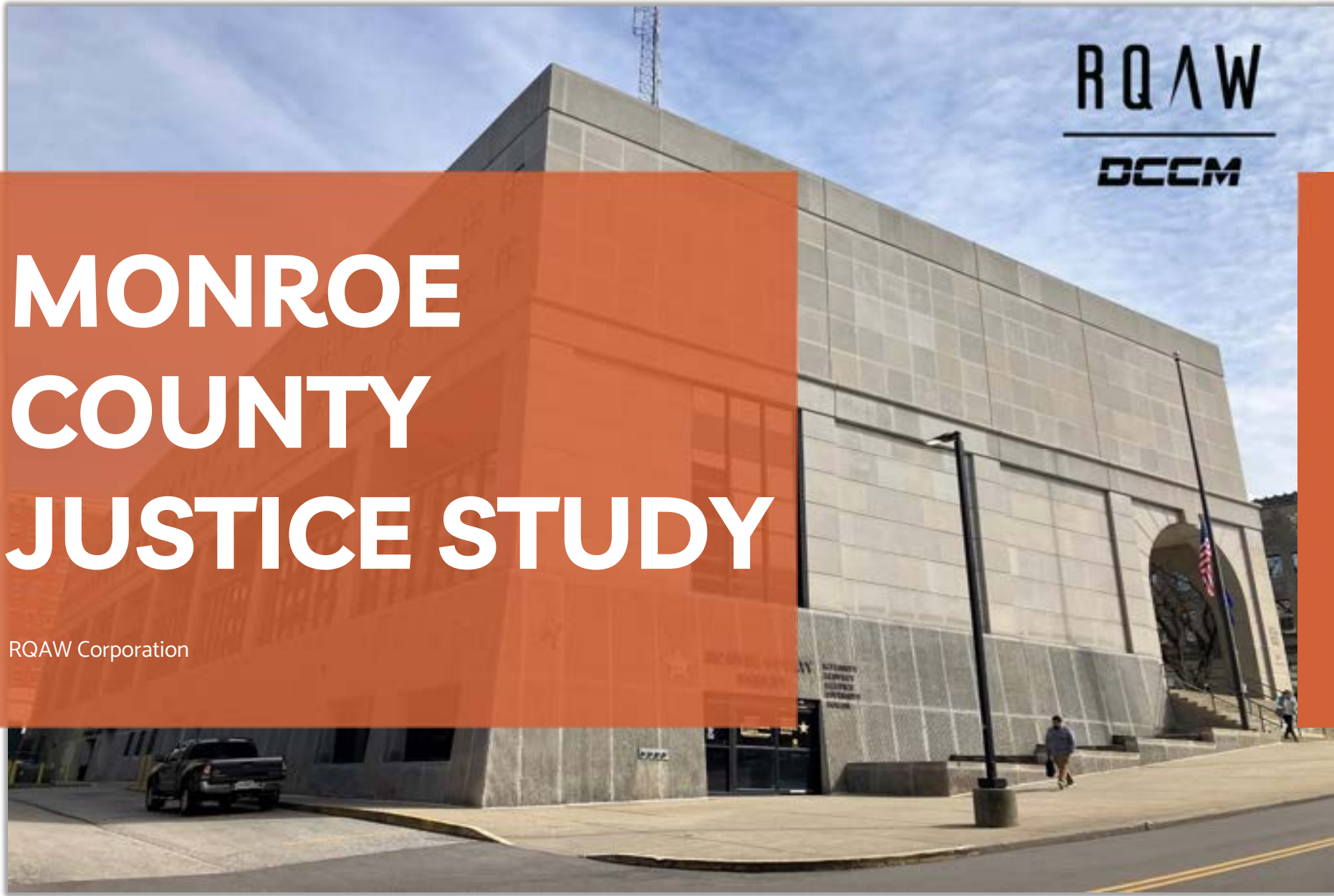


RQAW

DCCM

MONROE COUNTY JUSTICE STUDY

RQAW Corporation



01

02

03

04

05

Executive Summary

Overview of process, main topics studied and recommendations

5-46

Data and Projections

Information on jail population and other pertinent statistics

47-62

Existing Space Evaluation

Photographic inventory and descriptions of conditions in the facility

63-112

Architectural Space Program

Inventory and descriptions of spaces needed for new facility

113-125

Podular Design

Overview of a modern, operationally efficient detention housing design

126-144

TABLE OF CONTENTS

06

07

08

09

10

Conceptual Design

Proposed facility design to accommodate the determined programmatic needs (HANCOCK/MADISON)

145-147

Staffing and Operational Costs

Comparison of existing operational costs vs likely operational costs for a new facility

148-151

Statement of Probable Costs

Likely costs associated with building a new jail facility

152-153

Out of County Housing Costs

Costs associated with housing inmates out of county in lieu of building a new facility

154-155

Jail Inspection Reports

Previous reports prepared by the State Jail Inspector

156-170

TABLE OF CONTENTS

11

12

Regional Jail Letters

Asks surrounding counties their interest in a regional jail facility

171-172

Federal Performance Based Detention Standards

A summary list of standards

173-181

TABLE OF CONTENTS

ACKNOWLEDGEMENTS

ACKNOWLEDGEMENTS

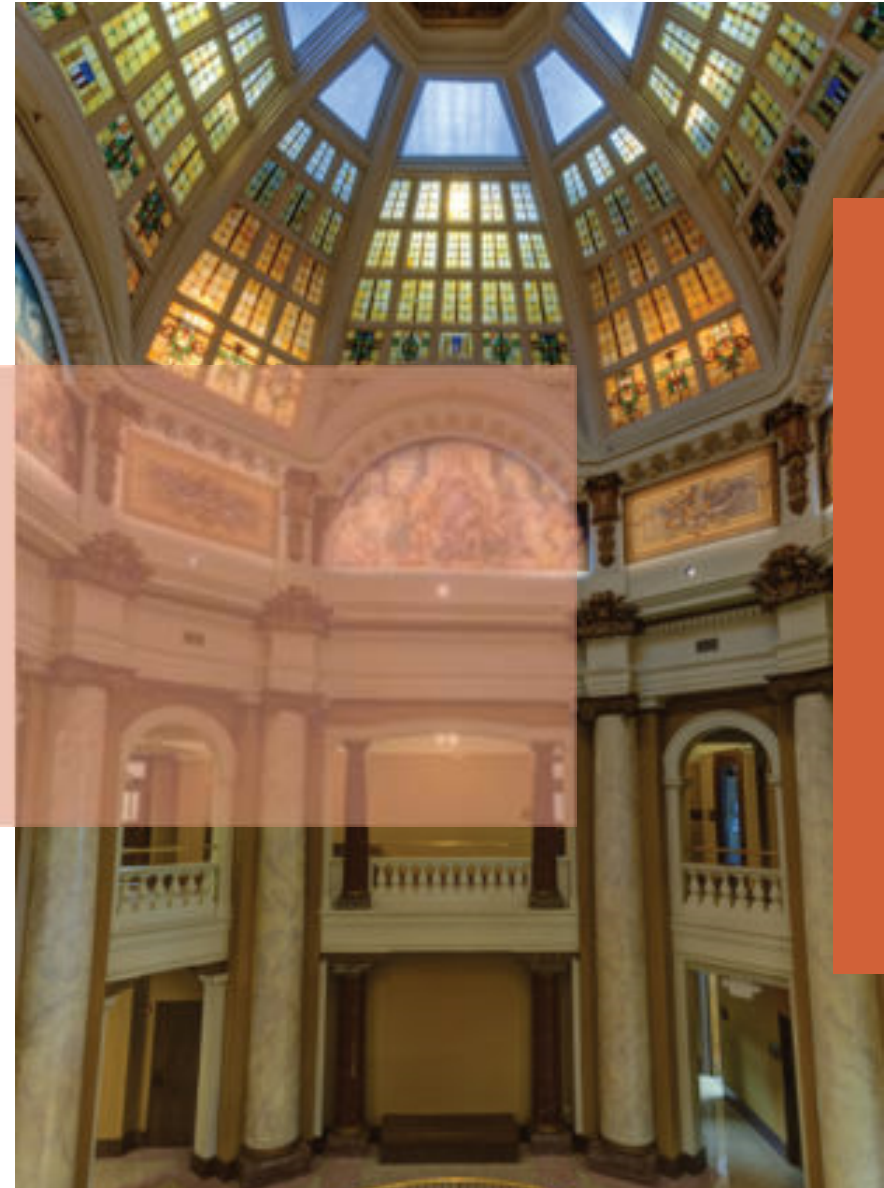
The preparation of a study of this nature and scope requires a great deal of cooperation and time by county officials, criminal justice system personnel, interested citizens and committee members. The RQAW Jail Planning Team would like to give special recognition to everyone who participated and contributed to this effort by including their names in this Acknowledgement section.

Rubin Marte, Sheriff
Phil Parker, Chief Deputy
Kyle Gibbons, Jail Commander
Michael Ruiz, Deputy
Matthew Demmings, Deputy
Cory Grass, Jail Transition Team Director
Jessica Wasson, Data Analyst
Angie Purdie, Commissioner's Administrator
Jeff Cockrill, County Attorney
David Gardner, Maintenance



STUDY OBJECTIVE

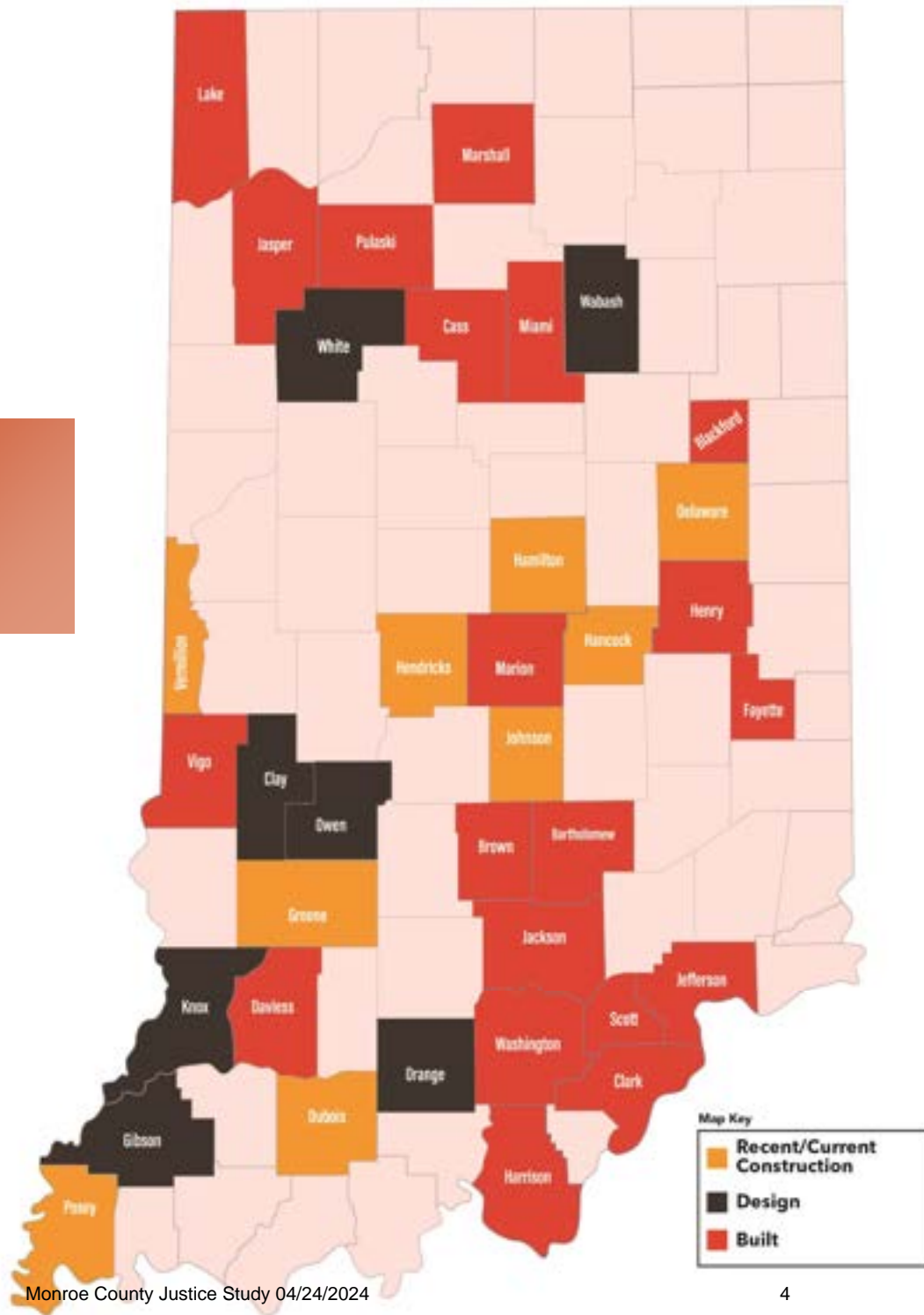
The objective of this study is to explore and advocate for needed improvements to the Monroe County Jail and provide ideas for a facility design to support the county justice system with a focus on victim rights, community safety, and participant rehabilitation with deep consideration for financial constraints. We will accomplish this through a study of the existing system, use today's data to project for future needs and collaborate to determine the best course of action for the benefit of the county.





ABOUT RQAW

RQAW's architects are industry leaders in design for justice, municipal, and public safety facilities. We provide our clients with the right design that's right for their budget. Creating cost-effective solutions for state-of-the-art facilities is our specialty.



EXPERIENCE

RQAW is the region’s most experienced team of correctional and justice facility planning professionals. We’ve completed more than 150 criminal justice projects from county jails and juvenile detention centers to state and federal correctional facilities. Our extensive experience with designing new construction, additions, and renovations of jails and justice facilities has given us the insight into a variety of issues that need to be considered and addressed.

EXECUTIVE SUMMARY

MONROE COUNTY
SHERIFF

INTEGRITY
RESPECT
SERVICE
DIVERSITY

MONROE
COUNTY
OFFICE

MONROE
COUNTY
CORRECTIONS
CENTER
JAIL
West side entrance
ground to the side

MONROE
COUNTY
SHERIFFS
DEPARTMENT

01

INTRODUCTION

RQAW Corporation (RQAW) conducted a Jail Study to determine the immediate and future space needs of the Monroe County Jail and meet the requirements of IC 36-1-8-19. To conduct this study, the existing facilities were documented. An evaluation of the existing conditions and spaces (refer to [Section 3 - Existing Space Evaluation](#)) was performed to understand the space needs and operational goals of the facility. During this time, data was also collected and organized (refer to [Section 2 – Data and Projections](#)) to not only develop an understanding of the current conditions at the facility but also to determine the future space needs, particularly as they relate to detention housing and other inmate spaces. All this information was then utilized to develop a space program (refer to [Section 4 - Architectural Space Program](#)). The architectural space program was then utilized to develop floor plans and diagrams (refer to [Section 6 – Conceptual Design](#)) of a proposed facility that will improve the functionality of the components involved, accommodate immediate and future space needs while enabling Monroe County to accommodate the evolving operational demands associated with this type of facility.

INTRODUCTION

PROCESS

In November 2023, **RQAW Corporation** was retained by the Monroe County Commissioners to study the existing jail facility, identify the immediate and future space needs and how those might be accommodated with a new facility. A primary focus of the study was to assess the adult detention needs in Monroe County and how the existing and future needs may be satisfied with a new facility. The study also evaluated the existing and future needs of the other Sheriff's Office components including but not limited to Patrol, Investigations and Administration. Several objectives were identified for the study, and they include:

- **Items required by IC 36-1-8-19:**
 - Projections (based on the data) of the County's future jail needs and an estimate of the number and characteristics of future inmates
 - Provide the County's Financial Advisor any data regarding estimates of the project costs necessary for its determination of tax rates and debt service amounts that would result from each of the alternatives addressed by the Study.
 - Determine feasibility of a regional facility (two or more counties)
 - Determine the feasibility and impact of housing inmates in another county's jail
 - Public presentation of the Final Report findings at a public hearing

- Inventory and assessment of current building's systems, space, staffing, and other elements necessary to complete the assessment
- Data gathering and analysis necessary to define a 20-year capacity, likely classification needs/future inmate characteristics, and space and staff requirements
- Site evaluation for a future facility or expansion of existing (if desired)
- Estimated total project costs for a proposed facility, including likely hard costs and soft costs
- Estimated operational costs for the proposed facility relative to the existing operational costs
- Estimated Project Schedule/Implementation Plan of the selected project option, including all tasks associated with implementation
- Preparation of a final report with recommendations

Step 1: Planning Process

The primary objective of the first step of the Study is to provide organization for the process while establishing the goals and direction the County wishes to take in the development of the Study.

Step 2: Data Collection

The primary objective of the second step of the Study is to collect and summarize the data and establish the space needs, adult (inmate) population projections, and future inmate classification/characteristics to be used as a basis to determine the detailed architectural program for each element of the project.



Step 3: Facility Criteria

The primary objective of the third step is to compile the data collected in Step 2 into an architectural program that begins to establish the scope of the proposed project. Size, site, character, and cost will be developed in this step.

Step 4: Final Report

Provide all data accumulated and the summary recommendations for the original goals and objectives of the Study for review prior to final recommendations and presentation of the Study document.



Utilizing the process described above, RQAW Corporation was charged with working with Monroe County to determine the likely long-term space and operational needs of the Jail and Sheriff's Office. It was then the task of RQAW, as Architects and Engineers, to develop a conceptual facility design that accommodates the determined needs and improves the functionality and operations of the facility.

DATA AND STATISTICS SUMMARY

Data was collected and utilized to gain an understanding about the jail population, classification needs and potential future housing needs. Generally, the statistics show that the jail population has been increasing and is likely to continue to increase as the severity of crimes increases, the average length of stay increases, and the female population increases.

- **County population** has only slightly decreased over the last 20 years. 20-Year Projection = 140K
- The **average daily population** has been significantly over the **classification threshold of 206** 11 out of the last 11 years.
- The **average daily population** has been close to or over the **settlement agreement capacity of 258** 8 out of the last 11 years.
- Average daily population numbers have gone down since the 2020 pandemic. Although, the number of bookings and daily population have been increasing every year since 2020's lows.
- Average length of stay (ALOS) has **increased 20%** since 2015
- **Female population accounts for 30%** of the jail population
- There has been a **26% increase in female population** over the last three years.
- **15%** of the jail population are **level 6 offenders (longer stays, more serious crimes)**
- Monroe County jail beds/1000 population is significantly **under the average**
- Jail Capacity Calculations suggest bed counts from 450 – 500 (utilizes admissions, average length of stay and comparable counties)

(Refer to **Section 2 – Data and Projections** for more information)

DATA AND STATISTICS SUMMARY

The calculations provide a significant range of 250 –500 beds (properly classified). There are several factors that suggest the county should consider the higher end of this range including but not limited to:

- Over the last several years (excluding 2020 because it is an outlier due to Covid), the inmate population is increasing at a higher rate
- The severity of crimes is increasing, which results in a longer average length of stay; if this trend continues it can have an impact on average daily population and classification, requiring more beds.
- The female population is a significant portion (30%) of the population. This results in the need for more classification opportunities. More classifications can mean a need for more beds.
- Two separate bed count calculations utilizing different metrics suggest the need for the higher end of the range.
- **Based on this information, it is recommended that the county provide 450 – 500 beds.**

(Refer to Section 2 – Data and Projections for more information)

EXISTING FACILITY CLASSIFICATION

The facility was originally designed for 128 beds. In 1990s, the facility was double bunked and remodeled to increase to the number they are at today. Classification, or segregation, enables the jail to separate inmates within a system that can lead to a safer and more manageable facility. Classification is a system by which the jail staff determines who should be housed with whom. For instance, it is a requirement that men and women be sight and sound separated.

Within these two groups, the jail should also segregate the most violent from the non-violent. Other groups that are typically segregated include but are not limited to sex offenders, those in treatment programs and the mentally unstable, including the acute mentally ill. This type of segregation results in what is often referred to as a classification factor. For planning and operational purposes, this number is usually twenty percent (20%).

The Monroe County Jails has a total of 294 beds. However, due to the settlement agreement, should the number of available rated beds exceed 258 for over 24 hours or occur more than three times in a week, the Sheriff is required to reach out to other Indiana jail facilities to transfer inmates on a per diem basis until the Monroe County Jail population falls below the security bed capacity of 258. This means that the current operational capacity of the 258-bed facility is 206 inmates, assuming proper classification. The facility's bed count and resulting classification threshold are further complicated by its configuration at the Monroe County

EXISTING FACILITY SPACE EVALUATION SUMMARY

General

- The building does not meet accessibility requirements
- There is a significant lack of storage
- Mechanical, electrical, plumbing systems are all at the end of their useful life and need replaced
- There is no ceiling in secure corridors
- Overhead pipes are leaking throughout the entire facility
- Elevators, doors, locks and other critical systems are frequently malfunctioning
- Severe lack of Program spaces

Intake and Booking

- There is a lack of seating in intake and booking
- Need for attorney/client meeting space
- More office space is necessary (several offices were relocated to upper detention levels)
- There are not enough individual, group or padded holding cells
- Negative air is not provided in this area that would prevent sharing air-borne contaminants
- Property storage is too small and does not utilize available organizational systems that help manage chain of custody of property

EXISTING FACILITY SPACE EVALUATION SUMMARY

Detention Housing

- Overcrowding
- There are multiple housing control locations and is therefore staffing inefficient
- Access to plumbing fixtures is in secure areas and are challenging to maintain
- There is zero security mesh on mezzanines or stairs
- Some locks do not engage
- Housing/holding areas are on multiple levels requiring vertical travel for everything including but not limited to food, healthcare, programming, video court, recreation and transport.

Support areas

- Laundry is not expandable
- There is not enough area for cart storage in the kitchen
- Video court/arraignment and programming areas are significantly lacking and are too far from housing areas (staff intensive for movement)
- Severe lack of Program spaces

EXISTING FACILITY SPACE EVALUATION SUMMARY

Medical

- There is not enough space for medical staff
- There is only one exam room and it too small
- Medical storage is lacking
- There is no negative air for medical isolation cells
- Medical beds are challenging to observe
- Lack of medical exam rooms and medical isolation cells, especially for today's mental health challenges and communicable diseases

Sheriff's Office

- Space is limited for offices, patrol and training
- Evidence storage and processing area is too small
- Spaces are on multiple levels and there is no dedicated elevator

Existing Facility Expansion

- The site is landlocked and cannot be expanded on adjacent site
- Even if it were possible, any expansion on the existing site would make the facility more staff intensive
- The facility cannot be expanded vertically for code and structural reasons

(Refer to [Section 3 – Existing Space Evaluation](#) for more information)

PROGRAMMING, MENTAL HEALTH & OTHER SUPPORT SPACES

Historically, jails served as temporary holding facilities for individuals arrested and accused of crimes, awaiting determination of their fate by the court. However, the landscape of incarceration has evolved significantly over the past decade, with jails increasingly assuming the role of housing sentenced individuals and prioritizing **rehabilitation** efforts. Two specific populations that stand to benefit greatly from such rehabilitative endeavors are those grappling with substance abuse issues and individuals contending with mental health challenges. Consequently, there arises a pressing need for specialized spaces within jail facilities that were not deemed essential merely two decades ago. Much like many other facilities constructed in the 1980s, the current facility lacks dedicated spaces for programming and mental health services.

A strategic approach for Monroe County to mitigate the burgeoning jail population lies in addressing recidivism, with a particular emphasis on substance abuse treatment programs, including those modeled on Alcoholics Anonymous (AA) and Narcotics Anonymous (NA). It's widely observed that a substantial portion of crimes, aside from direct drug offenses, stem from drug-related issues, such as domestic violence incidents linked to the prevailing drug epidemic, notably involving methamphetamine and opioids.

PROGRAMMING, MENTAL HEALTH & OTHER SUPPORT SPACES

Consequently, incorporating spaces conducive to the effective delivery of such programs within a therapeutic environment should be a key consideration in future facility designs. Adequate classification facilities and abundant classroom spaces for program delivery are pivotal in enabling professional staff to administer evidence-based interventions that have been proven to **mitigate recidivism** rates.

Furthermore, since 2010, Indiana has witnessed a significant reduction of ninety (90) mental health beds, constituting a ten percent decline from the available mental health beds in the same year. This trend of **deinstitutionalizing** the mentally ill and the subsequent closure of mental health institutions has had profound implications for county jails. Judges and sheriffs are increasingly compelled to detain acutely mentally ill individuals in the interest of public safety, given the lack of alternative options. Therefore, it is imperative that housing spaces within correctional facilities are meticulously designed to be anti-ligature, thereby mitigating the risk of self-harm. Additionally, the inclusion of programming rooms, offices, exam rooms, assessment rooms, padded cells, and other supporting spaces dedicated to mental health improvement efforts is paramount. These spaces should be strategically positioned adjacent to general detention housing to facilitate easy access, thereby maximizing utilization and effectiveness.

PROGRAMMING, MENTAL HEALTH & OTHER SUPPORT SPACES

Monroe County has done an exceptional job at providing programming and other services to the inmates. The collaboration between the Monroe County Jail (MCJ) and MCCSC Adult Education programs represents a transformative initiative aimed at providing inmates with a multitude of opportunities to enhance their skills and attain various certifications. Since the inception of this partnership in the Spring of 2016, MCCSC Adult Ed has been instrumental in offering a comprehensive range of educational programs within the confines of MCJ. Over the years, this collaboration has positively impacted the lives of numerous inmates, equipping them with valuable qualifications that can serve as steppingstones towards successful reintegration into society.

One of the flagship programs offered through this collaboration is the High School Equivalency Diploma (formerly GED) program, which provides inmates with the opportunity to attain an essential educational credential. By earning their High School Equivalency Diplomas, inmates gain access to a wide array of educational and employment opportunities upon their release, thereby reducing their likelihood of returning to a life of crime.

PROGRAMMING, MENTAL HEALTH & OTHER SUPPORT SPACES

In addition to the High School Equivalency Diploma program, MCCSC Adult Ed also offers inmates the opportunity to earn various industry-recognized certifications, including WorkKeys, MSSC, OSHA 10, ServSafe Food Manager, and Essential SoftSkills certifications. These certifications not only enhance inmates' employability but also equip them with the skills and knowledge needed to succeed in today's competitive job market.

Moreover, the daily schedule of the MCCSC Adult Ed program, running from Monday to Friday from 1:00-3:30, underscores its commitment to providing consistent and structured educational opportunities for inmates. By offering a structured learning environment within the confines of the jail, MCCSC Adult Ed helps instill discipline, responsibility, and a sense of purpose among inmates, laying the groundwork for successful reintegration into society upon their release. The impact of these educational programs extends far beyond the walls of the jail, positively impacting the broader community as well.

PROGRAMMING, MENTAL HEALTH & OTHER SUPPORT SPACES

By equipping inmates with valuable skills and certifications, MCCSC Adult Ed helps reduce recidivism rates and contribute to safer, more prosperous communities. Individuals who participate in these programs are more likely to secure gainful employment upon their release, thereby reducing their reliance on public assistance programs and contributing positively to the local economy.

Furthermore, by empowering individuals with the tools they need to build successful and productive lives, MCCSC Adult Ed helps break the cycle of intergenerational poverty and incarceration, leading to stronger, more resilient communities. Ultimately, the collaboration between the Monroe County Jail and MCCSC Adult Education programs serves as a shining example of how investing in education and skill development can transform lives and better communities for generations to come.

VIDEO ARRAIGNMENT

Monroe County is currently leveraging **Video Arraignment/Initial Hearings** as a crucial tool within its judicial proceedings, and this innovative feature is poised for expansion and enhancement in the proposed design. Video Arraignment represents a cutting-edge technology that facilitates remote participation in judicial proceedings, minimizing the need to transport prisoners to courtrooms physically. This not only enhances security by reducing the risks associated with prisoner transports but also streamlines the arraignment process, leading to significant time savings for all involved parties.

The proposed design seeks to further optimize the benefits of Video Arraignment by allocating dedicated space adjacent to housing areas, thereby improving operational efficiency and maximizing the utilization of resources. This strategic placement allows for seamless integration of Video Arraignment into the facility's workflow, ensuring quick and convenient access for both inmates and court personnel.

VIDEO ARRAIGNMENT

Moreover, the design incorporates essential support spaces, including waiting areas that can be partitioned for men's and women's use, as well as restroom facilities. These amenities are essential for maintaining the comfort and dignity of all individuals involved in the arraignment process, further enhancing the overall effectiveness and functionality of Video Arraignment within the correctional facility.

By expanding and enhancing Video Arraignment capabilities in the proposed design, Monroe County demonstrates its commitment to leveraging technology to improve the efficiency, security, and accessibility of its judicial processes. This forward-thinking approach not only benefits the administration of justice but also contributes to the overall safety and well-being of inmates, staff, and the community at large.

EXISTING FACILITY MAINTENANCE CHALLENGES

As the Monroe County Jail approaches its 40th year, it's evident that the facility has exceeded its intended structural and functional lifespan, despite recent attempts at renovation. The challenges posed by its aging infrastructure are compounded by its inefficient vertical layout and outdated construction type. This architectural design, while reflective of its time, no longer meets the evolving needs and standards of modern correctional facilities.

The maintenance challenges plaguing the Correctional Center present significant obstacles that will complicate future renovation efforts. The persistent roof leaks, infiltrating water into the facility's laundry room, not only necessitate immediate repair or replacement but also pose safety risks due to the presence of high voltage electrical equipment and the daily presence of Jail Trustees in the affected area. The installation of a temporary water diversion apparatus offers only a makeshift solution, underscoring the urgency of addressing the underlying structural issues. Furthermore, the malfunctioning commercial dryer exacerbates the situation, requiring replacement but remaining in limbo until the roof repairs are completed to prevent further damage. The prolonged downtime of the broken dryer not only strains the remaining equipment but also compromises the facility's operational efficiency and inmate services.

EXISTING FACILITY MAINTENANCE CHALLENGES

Additionally, the accumulation of dirt and trash between the metal grates and windowsills in the cell block areas poses hygiene concerns and necessitates retrofitting each grate with access ports for proper cleaning—an undertaking that requires meticulous planning and execution to ensure compliance with safety regulations. Despite the efforts of ASI, the contracted maintenance provider, to address some of the facility's issues in 2022, including replacing a water heating mixing valve, a VFD Drive, rewiring light controls, repairing inmate worker showers, and performing welding work on cell doors, systemic challenges persist. Inadequate cell door locks have compromised security, leading to incidents of staff and inmate assaults, while leaky windows and obstructed ductwork further undermine the facility's infrastructure and inmate well-being.

The complexity and scope of these maintenance issues underscore the daunting task of renovating the Correctional Center to meet modern standards. From addressing structural deficiencies to enhancing security measures and improving ventilation systems, comprehensive solutions will require careful planning, substantial investment, and collaboration among stakeholders to ensure the safety and well-being of both staff and inmates.

EXISTING FACILITY MAINTENANCE CHALLENGES

While the recent renovations have aimed to address some of the facility's deficiencies, they have fallen short of providing long-term solutions. The facility still lacks sufficient bed capacity and inmate housing areas, hindering its ability to consistently uphold Constitutional levels of inmate care, custody, and services from intake to discharge. This not only poses risks to the safety and well-being of inmates but also places undue strain on the dedicated staff working within its walls. Moreover, the facility's outdated design inhibits the implementation of contemporary correctional practices that have been proven to enhance community wellness, reduce incarceration rates, and improve conditions of confinement. As a result, Monroe County taxpayers bear the burden of maintaining and operating a facility that is increasingly costly and inefficient. Beyond the financial implications, there are significant liability concerns associated with the continued operation of the Monroe County Jail in its current state. The potential risks of harm to inmates, staff, and the public due to the facility's outdated infrastructure make it a high-risk proposition for county officials tasked with overseeing its management.

Considering these challenges, it's imperative that county officials explore alternative solutions that prioritize the safety, well-being, and fiscal responsibility of all stakeholders involved.

Whether through renovation, relocation, or redevelopment, addressing the deficiencies of the Monroe County Jail is crucial for ensuring a safer and more efficient correctional system for the community at large. (refer to [Section 3 - Existing Space Evaluation](#) for more information):

EXISTING FACILITY MAINTENANCE CHALLENGES

Electrical Challenges

- **Electrical Distribution:** The main distribution switchboards and panelboards appear to be original equipment. The equipment appears to be in good condition, except for some rusting and damaged panel covers. However, the main distribution switchboards and panelboards are beyond their typical useful life period of 30 years. Replacement parts for the panelboards may not be readily available due to the age of equipment. There is not sufficient clearance around some of the equipment for safety and egress. There is also not adequate space available in panelboards to support additional circuit breakers.
- **Security Electronics:** The existing doors, lighting, and security camera controllers at the unit control stations are obsolete and should be replaced with a modern system. There is not sufficient camera coverage of all existing corridors, kitchen, or break rooms. The existing security electronics room has piping and HVAC systems installed over the top of equipment and should be relocated to an adequately sized and protected space.
- **Lighting – Interior:** Existing fluorescent light fixtures have been replaced with LED flat panels as they fail. The remainder of the existing lighting appears to be dim, completely failed, or in disrepair with guards and covers missing or removed. The dayroom fixtures are not correctional grade and are easily damaged. The correctional grade light fixtures in inmate cells are beyond their usable life.

EXISTING FACILITY MAINTENANCE CHALLENGES

Electrical Challenges

- **Elevator and Controls:** The age of the existing elevator system could not be determined. The existing elevator appears to be nearing the end of its useful life. Replacement parts may be hard to find.
- **Information Technology Systems:** The existing phone boards appear to be original equipment and nearing the end of its useful life. Phone boards are full, covers have been removed, and there is not much space for additional equipment or modifications. The existing radio equipment room appears to be in good condition, with adequate space and lighting for the equipment installed.
- **Fire Detection and Alarm System:** The fire alarm system appears to be original equipment and appears to have ongoing faults and/or troubles, with occasional false alarms. In addition, there did not appear to be adequate smoke detection coverage in inmate occupiable spaces. Furthermore, it appears that the panel has been silenced to prevent nuisance notifications, which could prevent timely notification of additional troubles or alarms.

EXISTING FACILITY MAINTENANCE CHALLENGES

Plumbing Challenges

- **Plumbing System:** The plumbing system , which is mostly original to the building's construction, shows signs of distress.
- **Domestic Water Piping System:** The building's original plumbing is deteriorating as a result of age and general use. The poor quality of the piping and insulation is making leaks more frequent.
- **Domestic Hot Water System:** The hot water heating system was most recently updated, including gas fired heaters and storage tanks. The problem of inefficiency is due uninsulated piping to/from the new equipment.
- **Sanitary Waste and Vent Piping:** Piping is original to the building and failing due to age of pipe and normal wear. Leaking occurs frequently. There is a combination of original piping as well as new PVC and cast iron piping with the majority being repaired or temporarily sealed to prevent leakage.
- **Water Valves:** The vast majority of the plumbing valves are aging and were originally installed in the building's construction. Due to building expansion over time the exact distribution and routing of water mains pose problems of serviceability and isolation. When operated, the failing valves leak because they are in poor condition. Isolation and shut-down of certain valves may shutdown water distribution to an unintended area of the facility.

EXISTING FACILITY MAINTENANCE CHALLENGES

Plumbing Challenges

- **Water Service and Meter:** The water service is expectedly sized adequate, but code compliancy may have costly impacts.
- **Access to Valves:** Currently, a large number of domestic water isolation valves are located in areas that are extremely difficult to access and service
- **Difficult to Maintain:** It is regularly impossible to diagnose many plumbing concerns without partially removing existing concrete masonry walls. Once the repair has concluded, the wall typically requires patching or replacement.
- **Kitchen Equipment:** Some of the kitchen equipment is not operational and remain unused and taking up space.
- **Fire Sprinklers:** Much of the existing sprinkler heads are aged and operation is unsure. Although tamper resistant sprinkler are installed in inmate areas, damage and destruction of heads cause intentional activation resulting in water damage throughout the building.
- **Fire Service:** Isolation valves in stairways are located in inadequate areas and means of access are hazardous.

(Refer to Section 3 – Existing Space Evaluation for more information)

EXISTING FACILITY MAINTENANCE CHALLENGES

Mechanical Challenges

Jail facilities typically see accelerated deterioration, especially after the initial twenty (20) years. Not only do the inmates typically abuse the facility, but due to operating twenty-four hours a day, seven days a week, this facility type is in use far more often than other facility types. This affects everything, especially plumbing fixtures, doors and locks, and HVAC equipment. The Monroe County Security Center was built in 1984 for 160 inmates and has operated at a significantly higher population for many years. Because it is operating at a higher capacity than what was intended, the effect of the twenty-four hour a day, seven days a week use is compounded. Additionally, many components become obsolete and are no longer manufactured and therefore, are “custom” parts and therefore expensive. A summary list of maintenance challenges follows (refer to [Section 3 - Existing Space Evaluation](#) for more information):

EXISTING FACILITY MAINTENANCE CHALLENGES

Mechanical Challenges

Air Handling Units: The existing facility is served by 2 large air handling units. The units are original to the building and have reached the end of their useful life. Due to the centralized and landlocked nature of the AHU's. Upsizing to meet expected occupancy and ventilation demands may be untenable within current space. Rooftop units and chases will most likely be required in a renovation. Replacement of existing AHU's will require a stick-built configuration (assembled within the jail) which will increase the cost compared to a typical modular unit by a factor of around 1.3.

- **Piping:** The piping systems throughout the building are 40+ years old and are inaccessible and in dire need of replacement. To complete a renovation of the facility, chases and walls spanning up the entire 5 story building that would otherwise be left undisturbed will need to be demolished to accomplish a renovation of the piping system.
- **Ductwork:** Much the same as the piping. Will need to be completely replaced for optimal zoning and sizing.

EXISTING FACILITY MAINTENANCE RENOVATION CHALLENGES

The existing Monroe County Jail falls short of meeting the current Building, Jail, and ACA standards and codes on multiple fronts. Firstly, the facility lacks adequate space to accommodate inmates comfortably and safely, failing to meet prescribed space requirements. Overcrowding can exacerbate security concerns and compromise inmate well-being.

Furthermore, deficiencies in natural light and air circulation pose significant challenges to the health and well-being of both inmates and staff. Poor lighting levels not only impact visibility but also contribute to a sense of discomfort and unease within the facility. Inadequate air circulation can lead to issues with ventilation and air quality, potentially fostering an unhealthy environment.

Moreover, the existing program spaces within the facility are insufficient to support rehabilitative and educational initiatives essential for inmate rehabilitation. Inadequate program spaces hinder the implementation of effective programming aimed at reducing recidivism rates and promoting successful reintegration into society.

Energy efficiency is another critical area where the facility falls short. The lack of insulation in the exterior envelope results in thermal bridging throughout the building, leading to increased energy consumption and operational costs.

EXISTING FACILITY MAINTENANCE RENOVATION CHALLENGES

Renovating the facility to address these deficiencies would necessitate extensive remodeling of all systems and spaces. Moreover, to expedite construction and minimize disruptions, all inmates would need to be relocated to other counties, incurring significant costs and logistical challenges. Additionally, staff would require temporary relocation and compensation during the shutdown period, further adding to the financial burden.

However, even with renovation, the landlocked location of the facility presents limitations on expansion options. The proposed renovations may fail to eliminate the underlying issues of bed shortage and programmatic needs for future growth, potentially exposing the county to legal challenges.

Furthermore, the presence of other county departments on the 2nd and 3rd floors compounds the complexity of the renovation process. Relocating these departments during construction is imperative to prevent disruption to daily operations and has been estimated in the renovation costs. Moreover, the study overlooks the evaluation of growth needs for these departments, raising concerns about their long-term suitability within the renovated facility. The possibility of detention expansion of the second and third floors is believed to be cost prohibitive and was not evaluated in the study. We believe that option has collateral implications to department currently occupying the second and third floor.

To accommodate the **space, housing and operational needs** that were identified through the space evaluation and data projections, the following summarizes the spaces that would be needed for a **new facility**.

Sheriff's Administration = 5,398 SF
Courts = 1,796 SF
Law Enforcement = 10,674 SF
Investigations = 8,579 SF
Operations = 1,694 SF
Intake and Booking = 12,991 SF
Medical = 4,216 SF
Confinement Housing = 48,267 SF
Program = 5,250 SF
Kitchen/Food Prep. = 9,095 SF
Laundry = 1,620 SF
Mech./Electrical/Plumb. = 5,364 SF
Subtotal Sheriff & Jail = 114,944 SF
+ Grossing Factor (30%) = 34,483SF
Subtotal Sheriff & Jail = 149,427 SF

*Existing Sheriff's & Jail SF = 68,400+/-
(2nd & 3rd Floor = 54,380 *not included*)*

**450 - 500 Beds expandable to 560
6 Padded Cells / 20 Medical Cells / 4 Group Hold**

(Refer to Section 4 – Architectural Space Program for more information)

**ARCHITECTURAL
PROGRAM**

PROPOSED SOLUTION CONFIGURATION – PODULAR DESIGN

The proposed facility can incorporate “indirect” or “non-direct” supervision. This configuration provides multiple cell blocks, including cells, dormitories, and dayrooms around a centrally located control station **maximizing staffing efficiency**. Direct visibility into the dayrooms and the cell fronts is achieved through one-way glass from the second level control room. This observation location includes access panels for an **elevated strategic advantage** to deal with “events” in the dayroom. The indoor-outdoor recreation spaces will also be observable from this location. The cell blocks generally consist of 2-person or 4-person prefabricated steel tiered cells coated in polyurea with a mezzanine walkway. Blocks can also be configured as dormitories to increase bed counts and reduce costs. The cells and dormitories are positioned so that a continuous rear mechanical chase, outside the secure perimeter, is available for easy maintenance. Extending from the elevated control areas will be an elevated corridor with one-way glass for observation into other components like programming space, honor dorms and video arraignment.

*(Refer to **Section 5 – Podular Design** for more information)*

RECOMMENDATION

Monroe County officials and citizens are facing a critical juncture that demands a thorough reevaluation and reconceptualization of the fundamental purposes of incarceration within their community. At the forefront of this reassessment must be a commitment to humane and legal care and custody of the incarcerated. This principle should serve as the guiding light through which all decisions regarding the future of the county's correctional facilities are made.

It is imperative that the lens through which this clarification process unfolds prioritizes the well-being and rights of the individuals who find themselves within the confines of the county's correctional system. Moreover, the safety and security of the dedicated staff who work tirelessly within these facilities must also be paramount in any restructuring efforts.

While acknowledging the complexities and challenges inherent in redefining the role of incarceration, Monroe County officials and citizens have a unique opportunity to pave the way for transformative change. Central to this change is the recognition that the current jail facility is no longer equipped to meet the evolving needs of both inmates and staff.

RECOMMENDATION

In light of this reality, there is a pressing need to replace the existing facility with one that not only prioritizes cost-effective operations but also ensures the consistent and durable provision of legal care and custody to incarcerated individuals. This new facility must be designed with a keen eye toward efficiency, functionality, and sustainability, serving as a beacon of progress and compassion within the broader criminal justice system.

Several challenges and issues outlined in Section 2 – Existing Space Evaluation of the facility could potentially be addressed through costly renovations and extensive relocation of court staff, sheriff administration, and inmates over a span of two years. However, even with such measures, the current and future needs of the County would not be adequately met, rendering this solution financially unsustainable in the long term. It will also not address the critical programmatic and rehabilitative needs of the facility and County. Merely applying temporary fixes to the facility would incur substantial costs for the County in the future. Consequently, we strongly recommend that the County pursue the construction of a new facility that will help enable the County to address a more comprehensive solution to reduction of recidivism and behavioral health issues.

RECOMMENDATION

By embracing this forward-thinking approach to the reconceptualization of their correctional infrastructure, Monroe County officials and citizens can lay the foundation for a more equitable, humane, and effective system of incarceration—one that reflects their shared values of justice, compassion, and dignity for all.

The proposed new facility should include approximately 450 and 500 beds that not only accommodates the projected housing and support space needs but does so in the most operationally efficient manner possible. The intent of the proposed design is to no longer simply “warehouse” inmates but rather, the new facility will be designed to enhance the county’s ability to rehabilitate inmates. The spaces that are proposed will not only enable the opportunity to reduce recidivism but will also enhance inmate and staff safety and meet the short-term and long-term detention housing needs of the county.

The solution will provide enough housing for the projected twenty (20) year need. To accommodate this, this solution proposes constructing a facility that includes two (2) indirect or direct supervision housing pods large enough to accommodate 250 – 280 beds each. Each pod will be designed around a single central control point. The facility will be configured to expand to four pods (even more in the far distant future, if needed).

RECOMMENDATION

One of the housing pods will be completely constructed for 260 beds. The second housing pod will be partially built out (190-240+ beds), leaving area for expansion around an existing control point.

The two control rooms can be linked on a secure level so that jail staff can move freely between them. This elevated control location also provides direct sight lines into the blocks and therefore, enable a minimal number of staff the ability to observe many beds. This level also includes staff spaces/offices for report writing and meetings, restrooms, and break areas so that staff does not need to move out of this area for these purposes.

The proposed conceptual plan for the new facility is designed to be extremely operationally efficient. The housing pod will not only include tiered cells (2-person and 4-person) and dormitories, but also inmate support areas like programming spaces, an indoor/outdoor recreation area, video arraignment, exam rooms, segregation, padded cells, and contact visitation space (attorney, clergy, etc.). The design should prioritize cells over dormitories; however, dormitories will be useful for recovery blocks and other programs. Not only does the support spaces' proximity to the housing areas improve inmate safety, but it also increases operational efficiency.

RECOMMENDATION

Immediately adjacent to the housing area would be Intake/Booking and other support spaces including Kitchen, Laundry, and Medical. These spaces would be connected to the housing area by a corridor and offer the county the opportunity to plan for expansion of these components, as they are located on outside walls. Adjacent to the support spaces is the Sheriff's Office and other administration components.

(Refer to [Section 6 – Conceptual Design](#) for more information)

The intent of this design option is to limit the amount of movement for staff and inmates. By doing so, the required staff is kept to a minimum and inmate/staff safety is maximized. *(Refer to [Section 7 – Staffing and Operational Costs](#) for more information)*

RECOMMENDATION

The following factors should be considered in the selection of a site.

- Minimum of twenty (20) acres for proposed facility and future expansion
- The distance from the courts and other county justice facilities should be considered
- Easy access to major roads
- Views from major roads can affect the aesthetic and material selections for the facility and these decisions have cost implications
- Proximity to available utilities including power, water, sewage, gas, fiber
- Sewage may require 250 – 300 gpm, peak
- Due diligence that should be performed prior to property purchase include but are not limited to soil borings, survey, wetland evaluation, flood plain review, environmental phase 1, and drainage requirements
- City ordinances and/or zoning restrictions that may affect type, aesthetic, height and other limitations
- 100 parking spaces should be provided for Sheriff's Office and Jail staff and other department vehicles.
- The potential of a support building for storage, vehicles, supplies and vehicle evidence should be planned and accounted for.
- A minimum of 30 public parking spaces should be provided
- Public vehicle and staff vehicle circulation should be separated, and it should be considered that staff areas be secured with a fence and gate.

PROPOSED PROJECT OPERATIONAL COSTS

- The existing facility operates with 63 staff, and this includes six part-time staff
- The proposed facility would require 69 full time staff
- Salary, overtime and benefit costs increase approximately \$890,000
- Anticipated inmate related costs increase approximately \$1,200,000 to account for an increase in inmate population (assumes a 1.6 multiplier to account for 500 inmates vs current 258)
- Total operational costs are likely to increase \$2.4 million
- The facility is 100% larger than the existing building (first, fourth, and fifth floor) and the proposed staffing accounts for housing the 20-year projected need.

(Refer to Section 7 – Staffing and Operational Costs for more information)

IC 36-1-8-19 requires that counties consider the feasibility of housing inmates in the county jail of another county or in a multicounty (regional) jail established by two (2) or more counties.

OUT OF COUNTY HOUSING COSTS (assumes existing facility to remain)

• Relocation of court services (2 years)	\$5,262,800
• Out of County Housing (current inmates during reno + transport)	\$11,347,800
• Out of County Housing (20 Year growth)	\$32,746,200
• Total Renovation Costs (Existing Jail)	\$58,187,051 - \$67,622,789
• Impact	\$107,543,851 - \$116,979,589

**Assumes inmate population will increase from 294 to 475 (worst case linear 20-year projection – page 7, not classified)*

***Assumes inmate increases every 5 years*

****Does not include escalation or inflation, inmate medical costs, insurance, etc.*

(Refer to Section 9 – Out of County Housing Costs for more information)

REGIONAL JAIL FACILITY RESPONSES

In accordance with IC 36-1-8-19, county representatives sent letters and questionnaires to each surrounding county regarding building a regional jail, including Brown, Greene, Jackson, Lawrence, Morgan, and Owen. None of the counties have responded at this time.

It should be noted that Greene County undertook a recent jail project to expand their bed capacity and therefore it would be unlikely that they would have any interest in a regional facility.

(Refer to Section 11 – Regional Jail Letters for more information)

ALTERNATIVE USES FOR EXISTING JAIL FACILITY

Due to the nature of the type of construction of the existing facility (detention), a typical reuse of facilities like this often limits options to other detention-type projects, such as work release centers or juvenile detention facilities. The challenges associated with repurposing such structures are manifold, primarily stemming from the unique characteristics of detention center construction. These facilities are designed and built with specific security considerations in mind, including reinforced materials, restricted access points, and specialized infrastructure to ensure the containment and control of inmates.

As a result, attempting to retrofit or repurpose these facilities for alternative uses presents numerous logistical and financial hurdles. The materials used in the construction of detention centers are often highly durable and resistant to tampering, which can make renovations costly and labor-intensive. Additionally, the layout of these facilities is typically optimized for security rather than efficiency, resulting in inefficient use of space and complicated redesign challenges.

ALTERNATIVE USES FOR EXISTING JAIL FACILITY

Moreover, any efforts to upgrade the mechanical, electrical, and plumbing (MEP) systems to meet modern standards would require significant investment and disruption to operations. These systems are integral to the functioning of the facility and must be carefully upgraded to ensure compliance with safety regulations and to support the intended use of the space.

In essence, the inherent complexities of renovating jails, compounded by the specific challenges posed by the type of construction and layout of the existing facility, make it a daunting and costly endeavor. While repurposing may seem like a viable solution to address overcrowding or outdated infrastructure, the practical realities often render it impractical or prohibitively expensive. As Monroe County considers the future of its correctional facilities, careful consideration must be given to the feasibility and implications of renovation versus alternative approaches to meet the community's needs.

ESTIMATED RENOVATION COST

Monroe County Jail and Sheriff's Office						
Statement of Probable Cost to renovate existing facility						
Component	Area (SF)	Unit Cost (Low)	Unit Cost (Median)	Unit Cost (High)	Cost (USD)	Comments
1. Exterior Envelope	43,680	\$ 75 Per SF	\$ 125 Per SF	\$ 175 Per SF	\$ 5,460,000	Roof not included
2. Detention Accessories	68,400	\$ 100 Per SF	\$ 125 Per SF	\$ 150 Per SF	\$ 8,550,000	(Doors, Cells, etc.)
3. Interior Remodel	122,780	\$ 75 Per SF	\$ 100 Per SF	\$ 125 Per SF	\$ 12,278,000	
4. Security Electronics	122,780	\$ 10 Per SF	\$ 15 Per SF	\$ 20 Per SF	\$ 1,841,700	
5. Fire Protection	122,780	\$ 10 Per SF	\$ 15 Per SF	\$ 20 Per SF	\$ 1,841,700	
6. Plumbing	122,780	\$ 30 Per SF	\$ 35 Per SF	\$ 40 Per SF	\$ 4,297,300	
7. Electrical	122,780	\$ 35 Per SF	\$ 40 Per SF	\$ 45 Per SF	\$ 4,911,200	
8. Mechanical	122,780	\$ 65 Per SF	\$ 75 Per SF	\$ 85 Per SF	\$ 9,208,500	
9. Other Areas	0	\$ 0 Per SF	\$ 0 Per SF	\$ 0 Per SF	\$ -	
Total Construction Cost					\$48,388,400	
Project Contingency				5%	\$2,419,420	
Design Contingency				5%	\$2,419,420	
Soft Costs				20% Est.	\$9,677,680	Finance,FF&E etc.
Soft Costs Subtotal					\$14,516,520	
Total Project Costs					\$62,904,920	
Project Range				\$58,187,051	RANGE	\$67,622,789

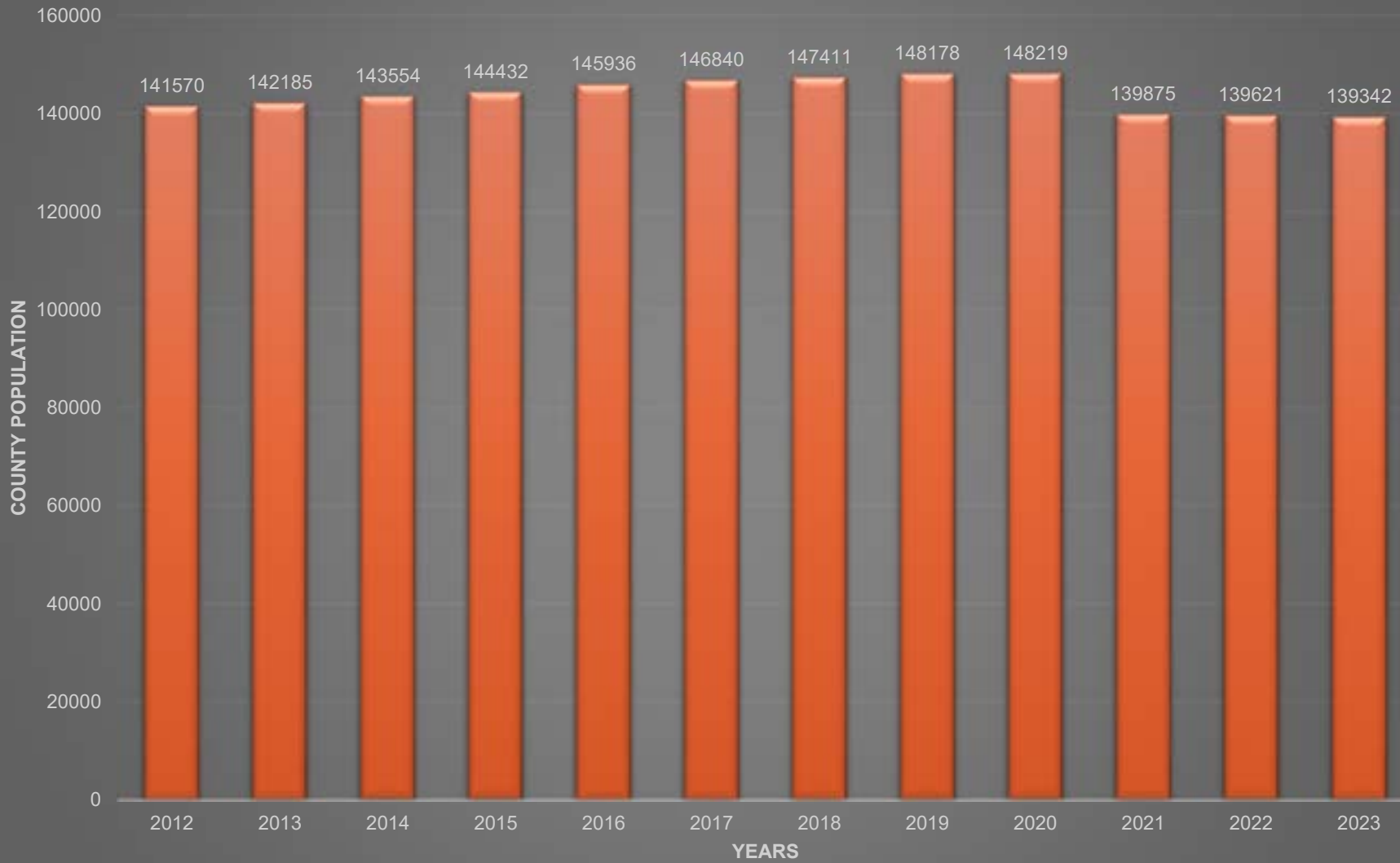
EXECUTIVE SUMMARY



DATA & PROJECTIONS

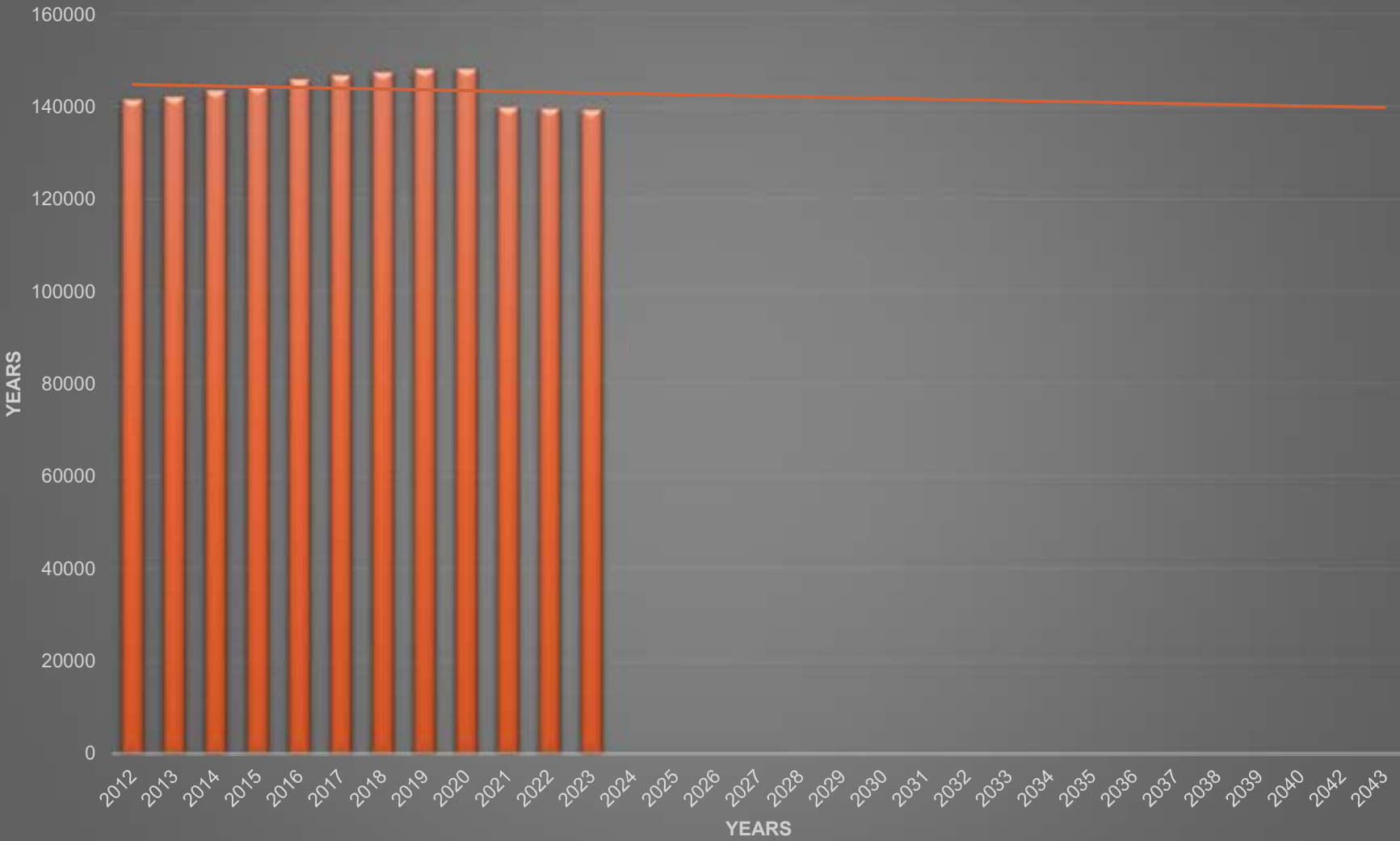
02

Monroe County Population

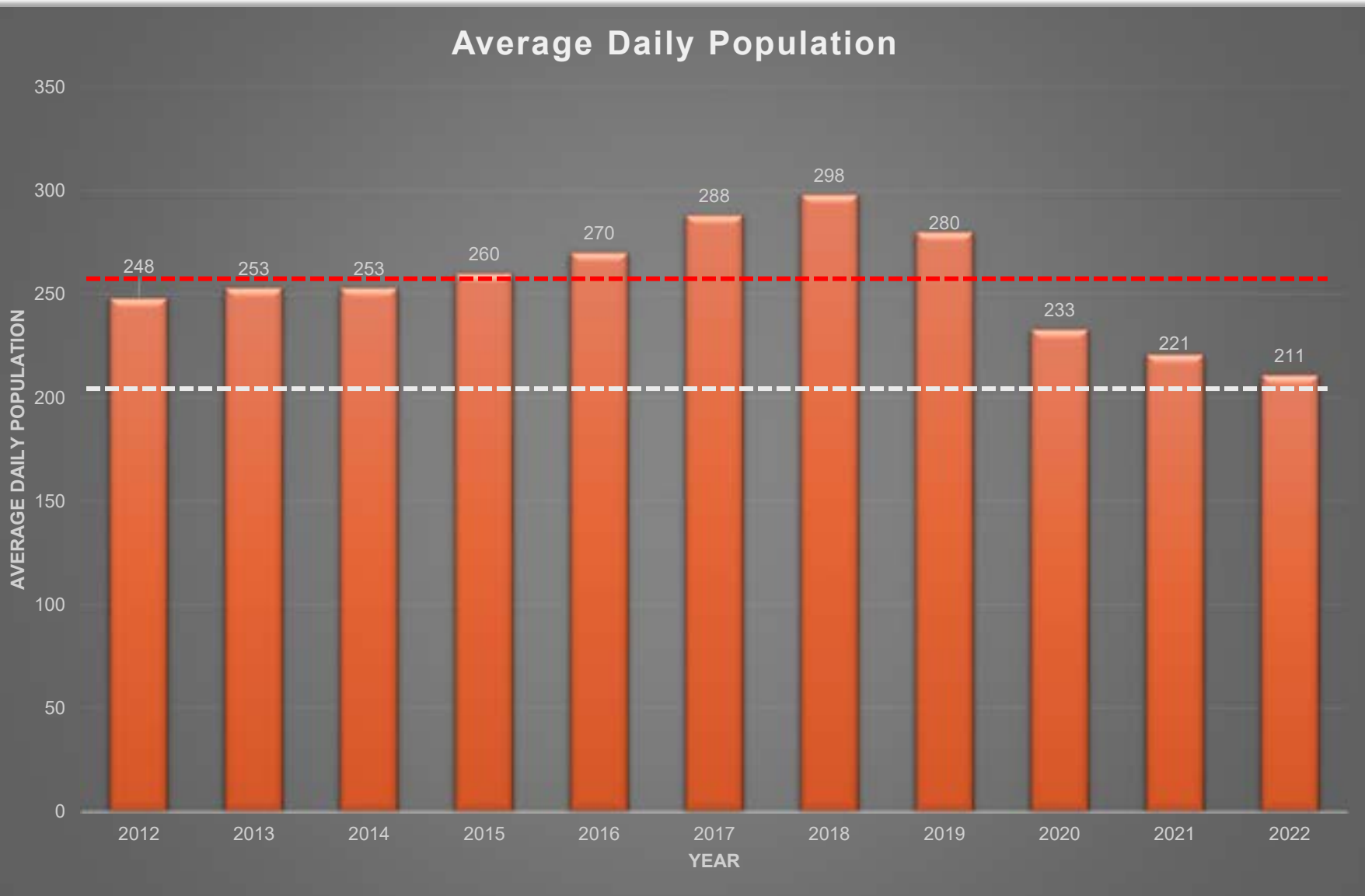


DATA & PROJECTIONS

Monroe County Population 20-Year Projection



DATA & PROJECTIONS

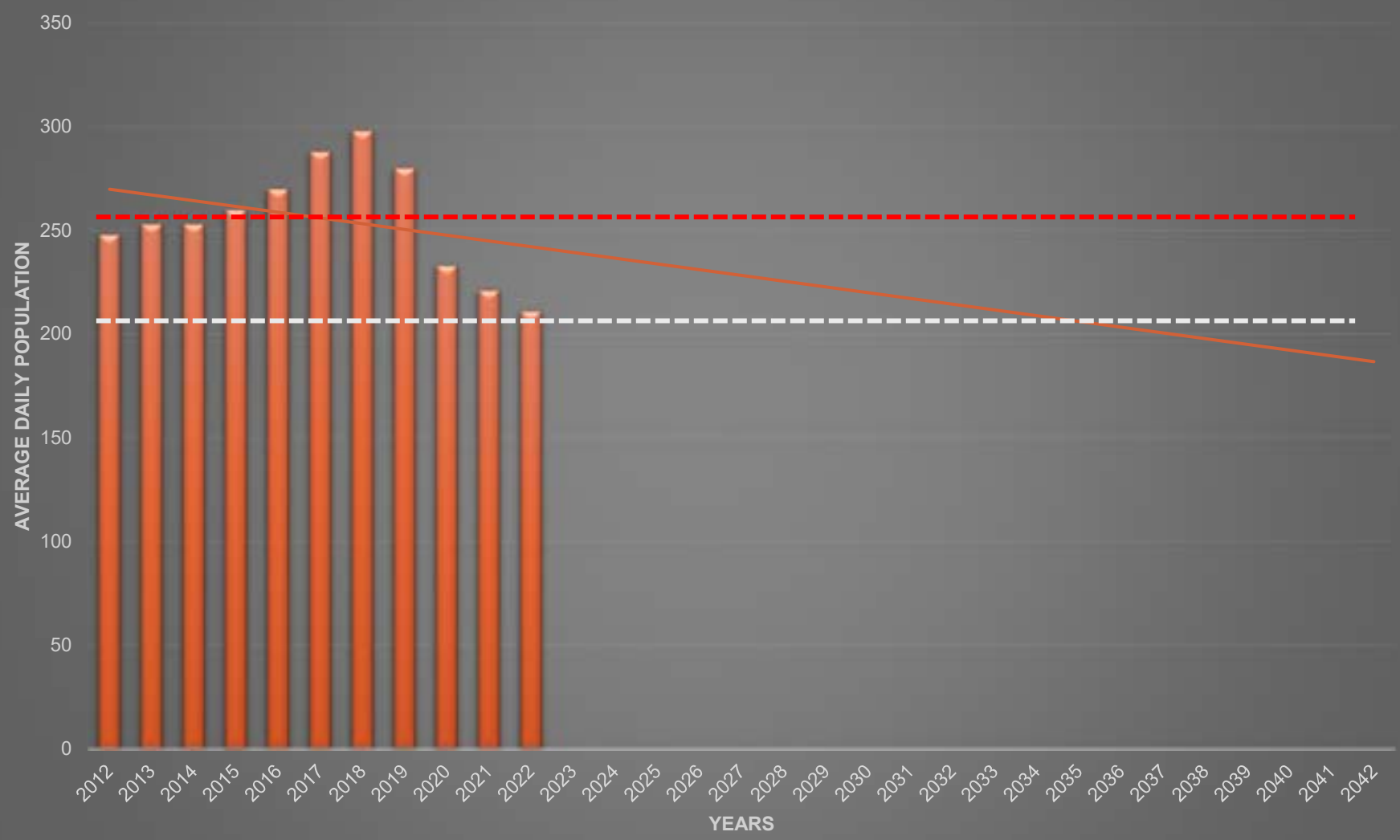


--- Capacity (258)

--- Classification Threshold (206)

DATA & PROJECTIONS

Average Daily Population 20-Year Projection

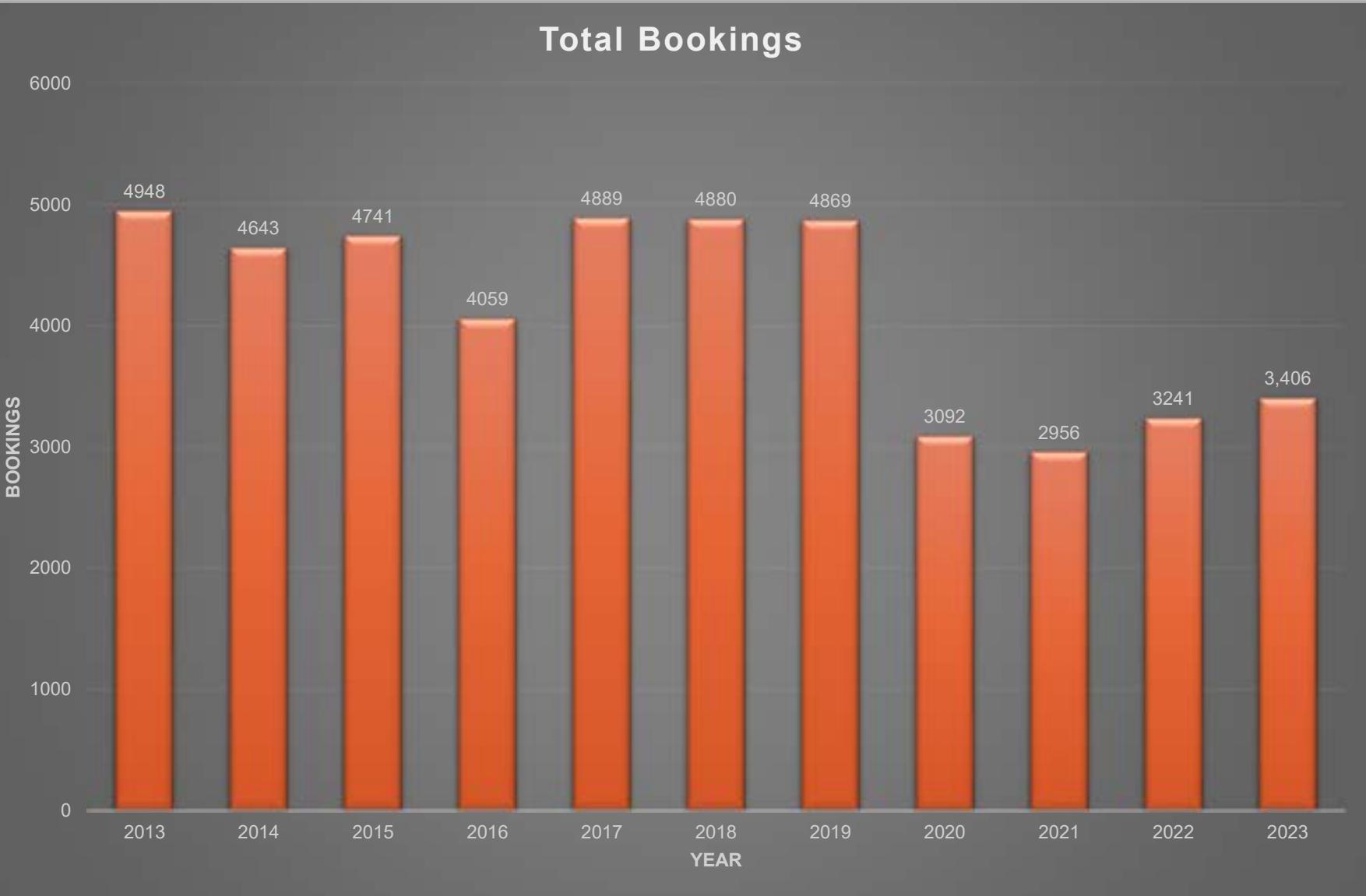


--- Capacity (258)

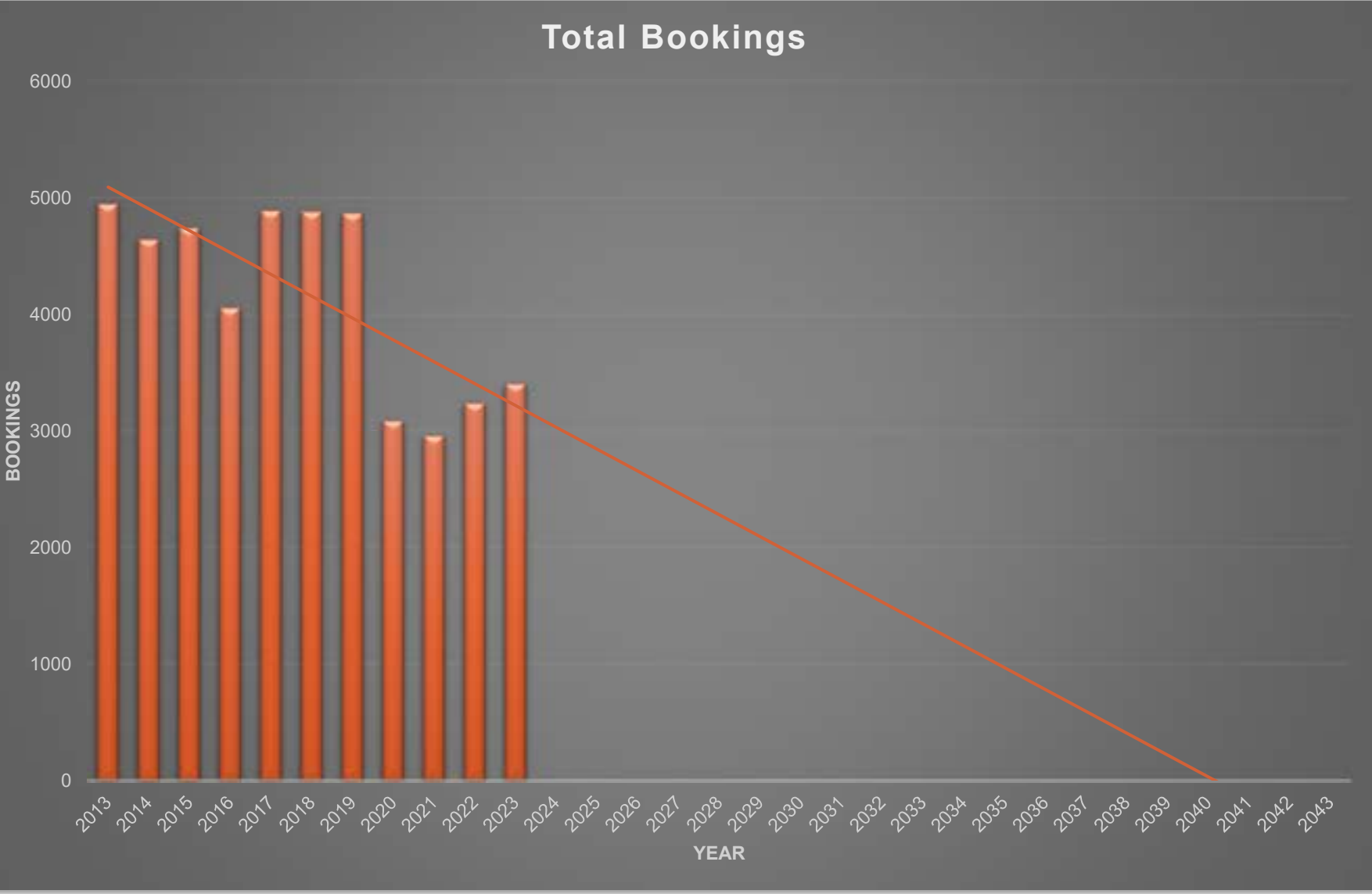
--- Classification Threshold (206)



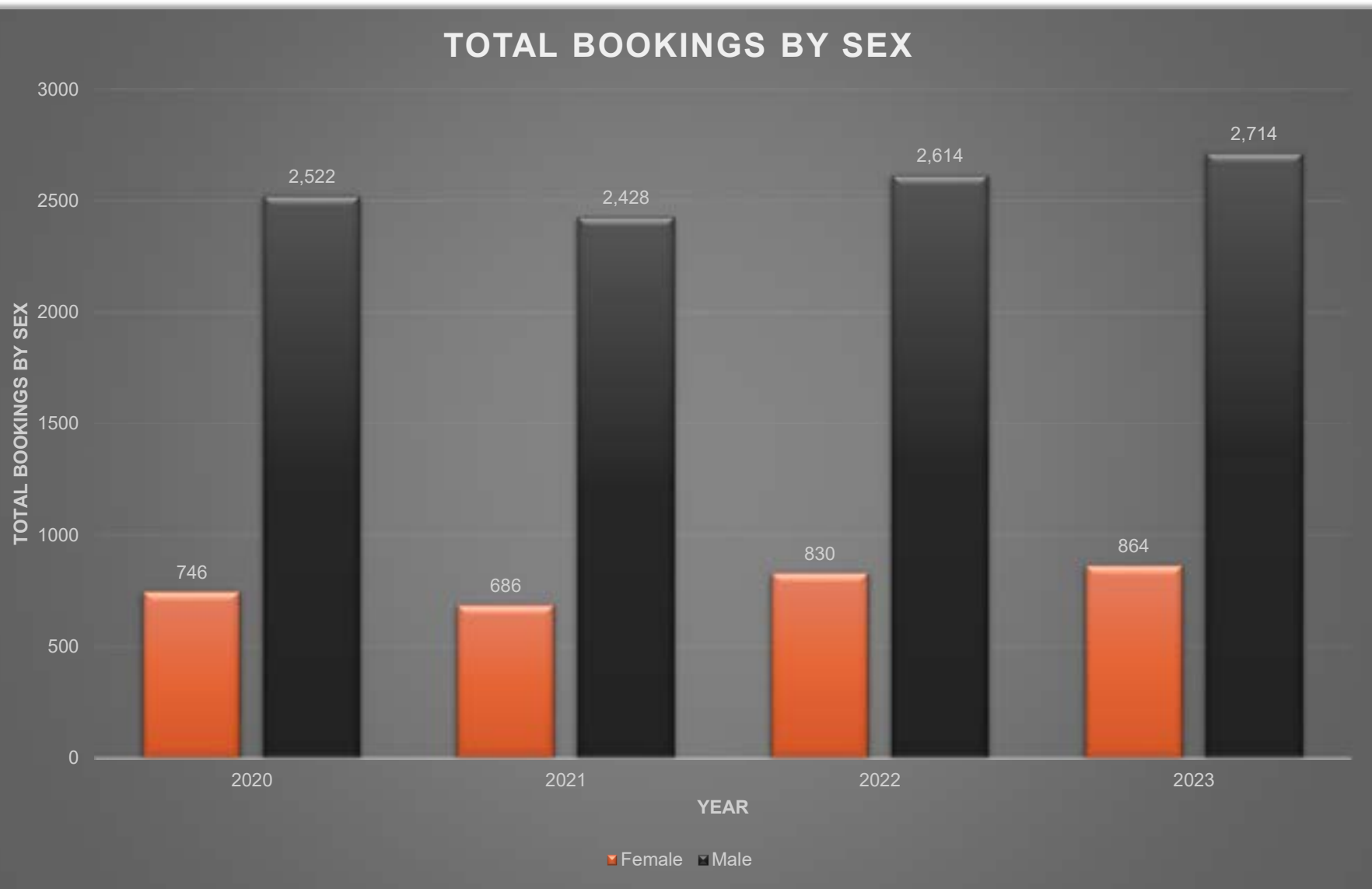
DATA & PROJECTIONS



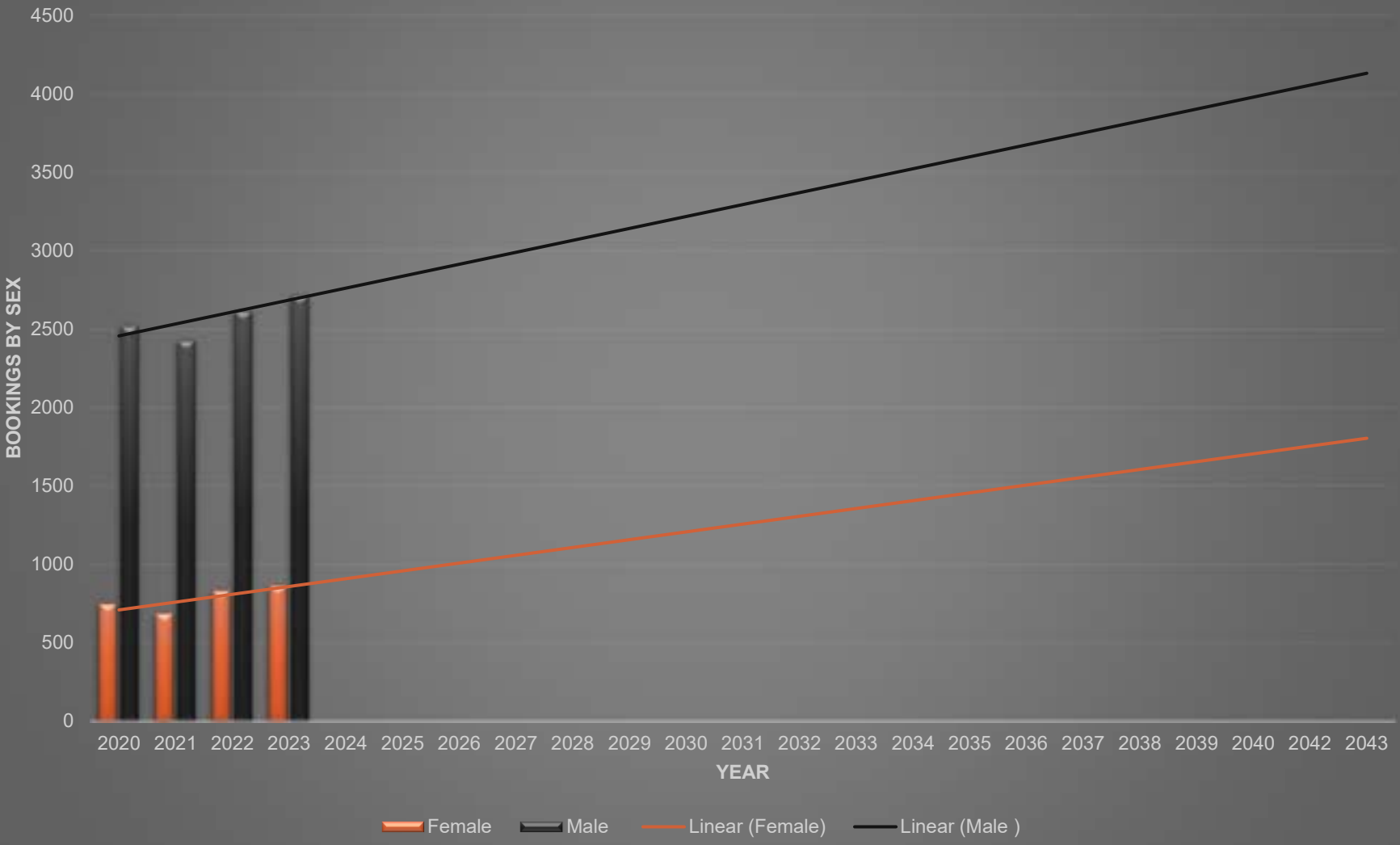
DATA & PROJECTIONS



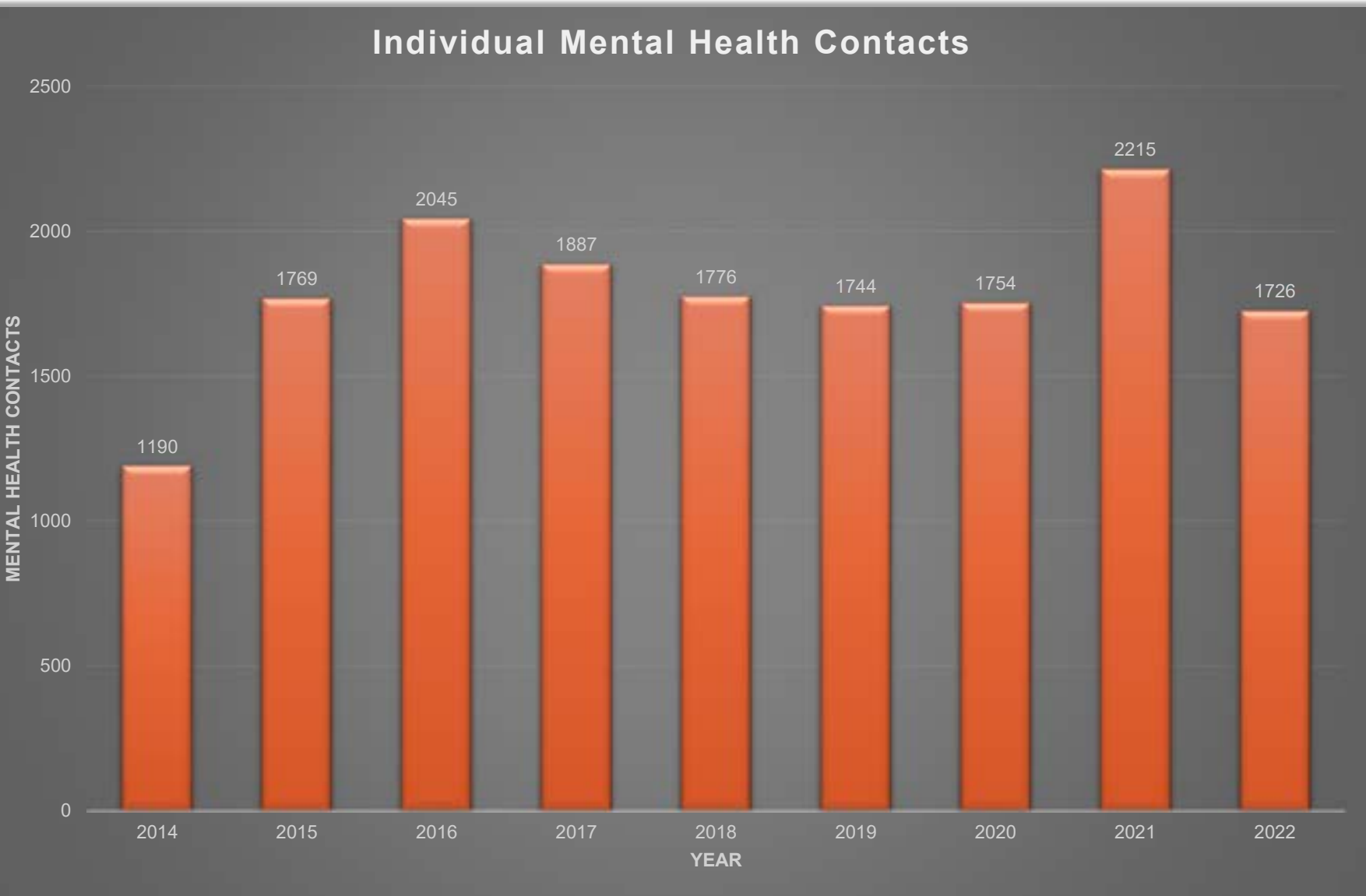
DATA & PROJECTIONS



TOTAL BOOKINGS BY SEX 20-YEAR PROJECTION

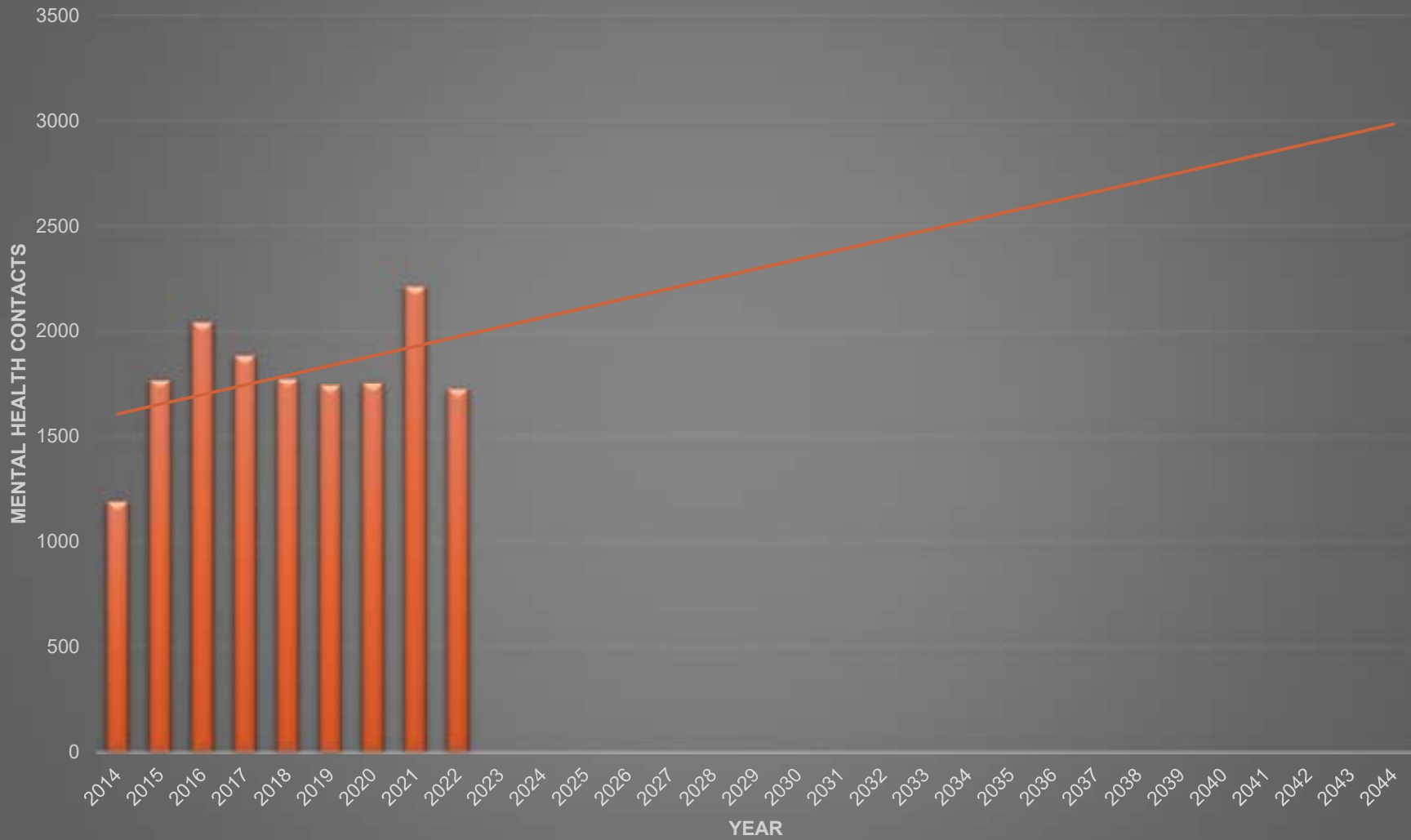


DATA & PROJECTIONS

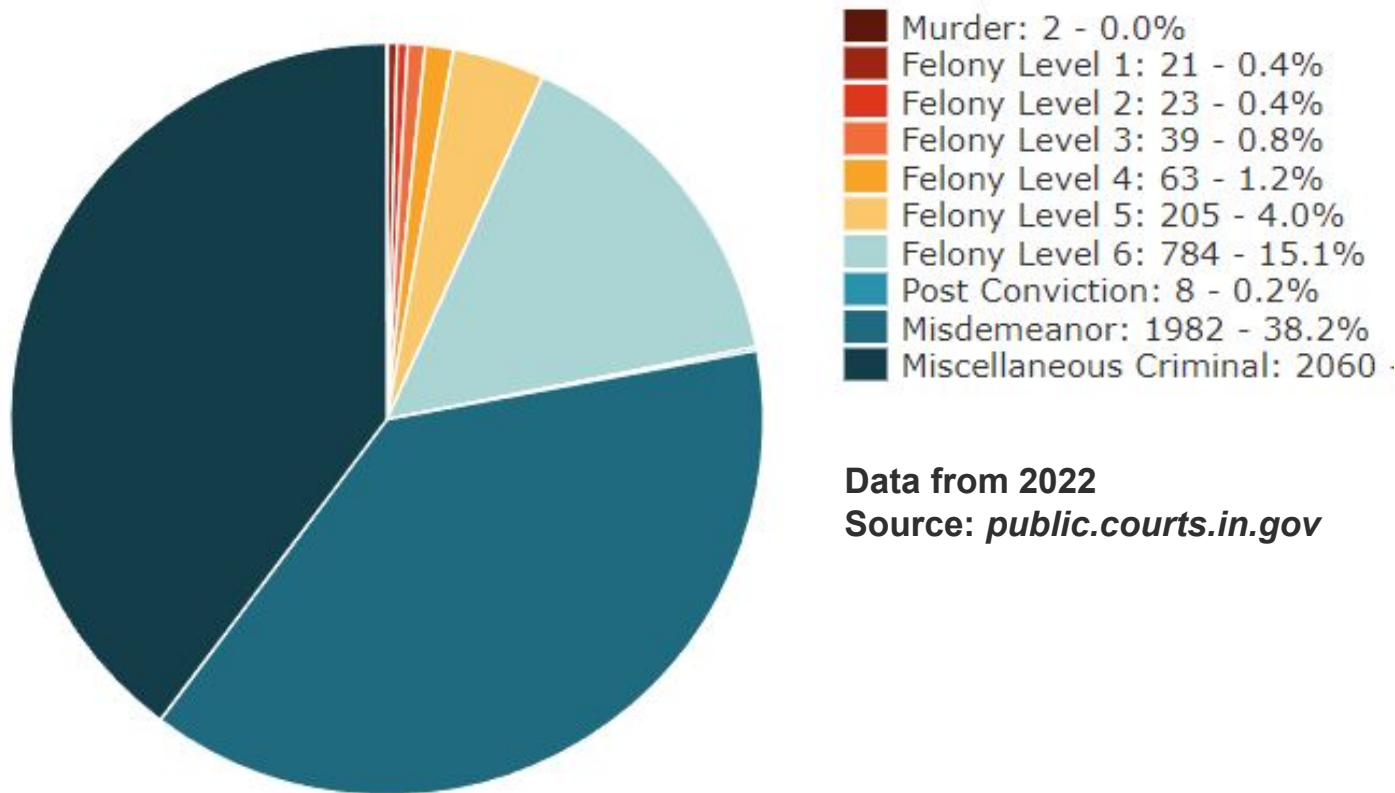


DATA & PROJECTIONS

Individual Mental Health Contact 20-Year Projection

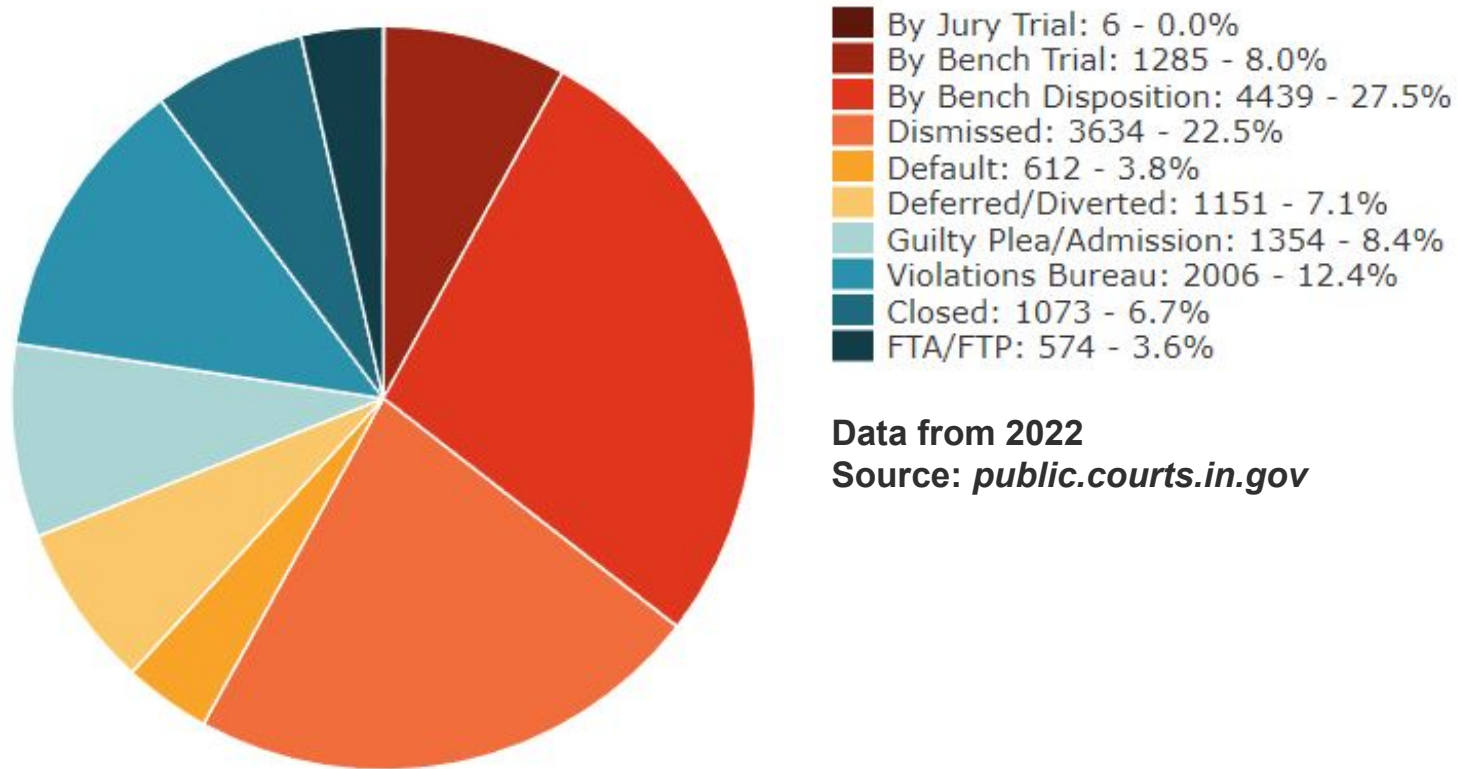


New Criminal Cases Filed



Data from 2022
Source: *public.courts.in.gov*

Method of Disposition (All Cases)



Data from 2022
Source: *public.courts.in.gov*

CURRENT BED COUNT COMPARISON BY COUNTY

County	Population	Capacity	Beds/1000
Hendricks	175,639	552	3.37
Porter	173,355	449	2.60
Johnson	161,952	590	3.84
Monroe	140,065	294	2.09
Madison (in design)	130,545	525	4.02
Clark	121,484	588	4.84
LaPorte	112,215	368	3.28

Average Number of Beds/1000 = 3.66

DATA & PROJECTIONS

Jail Capacity Calculation “A”: 20 Year

Avg. Bookings x Avg. Length of Stay / 365 Days = Avg. Daily Population

Calculation: **4,157 Inmates x 70% x 20 Days / 365 Days = 159 Beds**

<input type="checkbox"/> ADP (Average Daily Population)	159 Beds
<input type="checkbox"/> Classification Factor @ 20%	40 Beds
<hr/>	
<input type="checkbox"/> Total Recommended Capacity	199 Beds

Jail Capacity Calculation “B”: 20 Year

Projected Pop. / 1,000 x 3.66 = Average Daily Population

Calculation: **140,000 People / 1,000 x 3.66 = 455 Beds**

<input type="checkbox"/> ADP (Average Daily Population)	512 Beds
<input type="checkbox"/> Classification Factor @ 20%	included
<hr/>	
<input type="checkbox"/> Total Recommended Capacity	512 Beds

*based on the county population trend, this assumes the county population will be 140,000 in 20 years



EXISTING SPACE EVALUATION

03

IMPORTANT CONSIDERATIONS



EXISTING SPACE EVALUATION

HOUSING

- Historical Data
- Classifications
- Projections

OPERATIONAL DEFICIENCIES

- Codes & Standards
- Space Needs
- Safety
- Observation
- Maintenance
- Inefficiencies

SPECIALTY SUPPORT

- Programming
- Court (Video/Courtroom)
- Medical
- Mental Health
- Quarantine

ARCHITECTURAL ASSESSMENT



Corridor

- Due to lack of storage space, trash bins, storage shelves, cleaning supplies and equipment are located in the corridor.



Corridor

- Exposed ceiling throughout most of the secure corridors allows inmates to tamper with pipes, electrical fixtures, etc.

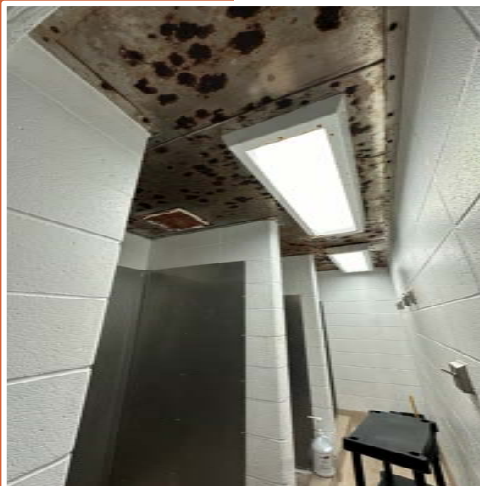
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Pipes

- There has been a reoccurring issue with overhead pipes leaking throughout the facility.



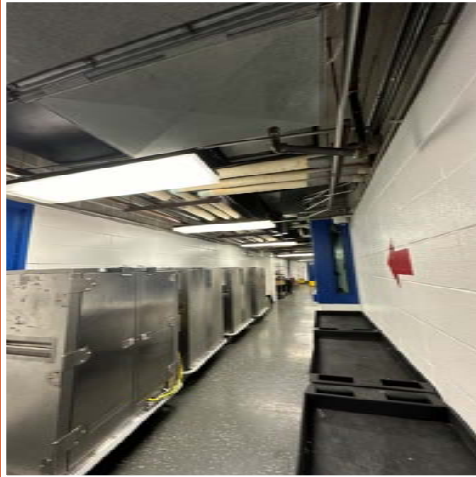
Inmate Restroom

- Moisture and humidity from the showers has caused the metal ceiling and light fixture above to rust.

EXISTING SPACE EVALUATION

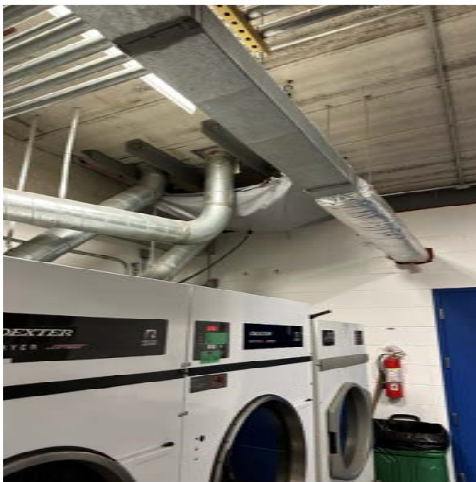
ARCHITECTURAL ASSESSMENT

EXISTING SPACE EVALUATION



Corridor

- Due to a lack of space in the kitchen area, carts and other kitchen equipment is stored in the corridor.



Laundry

- A makeshift tarp has been installed to catch

ARCHITECTURAL ASSESSMENT



Kitchen

- Lack of space in kitchen causes kitchen utensils to be stored in the corridor.



Kitchen Light Fixture

- Exposed wiring can be seen in light fixture

EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Sprinkler head

- All sprinkler heads in detention areas should be detention grade/tamper resistant



Door

- Door is rusting at the bottom due to water coming from nearby wash area.

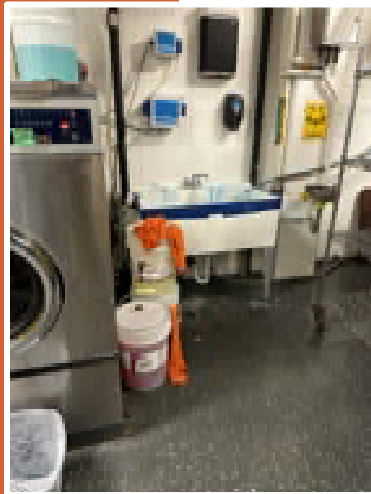
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Corridor

- The corridor behind the kitchen freezers is used for shelving



Laundry

- A space for chemical storage is needed in Laundry.

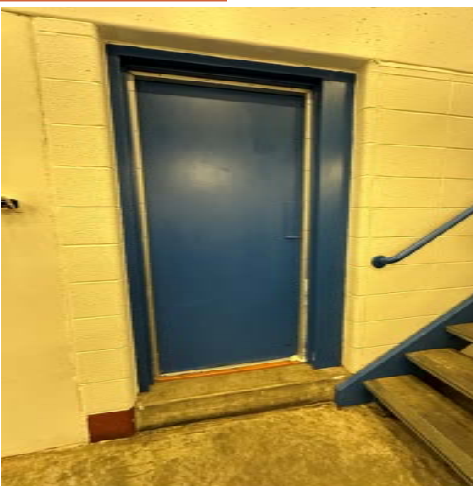
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Typical Dayroom

- Railing allows for inmates to harm themselves or other inmates.
- Exposed piping below mezzanine can be tampered with.



Dayroom door to Outdoor Rec

- Maintenance staff has done everything they can to try to seal the door but outside air is consistently blowing inside causing space to be cool.

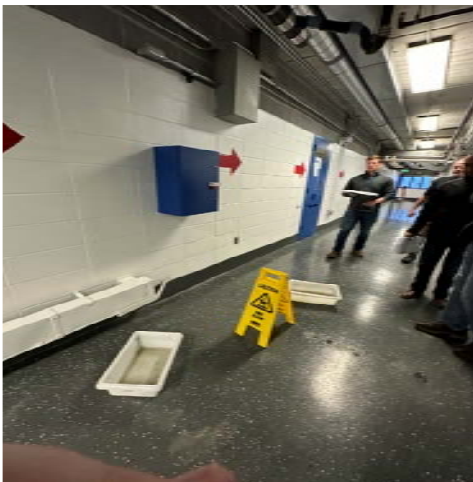
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Sprinkler head

- All sprinkler heads in detention areas should be detention grade/tamper resistant

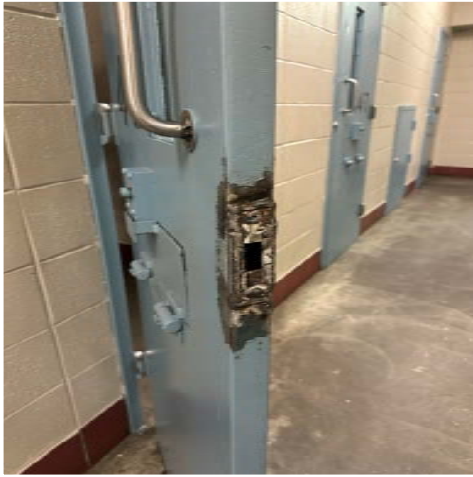


Leaking Pipes

- Buckets are placed under leaking pipes in the secure corridor.

EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Detention Door

- Maintenance staff has tried to bandage existing doors.

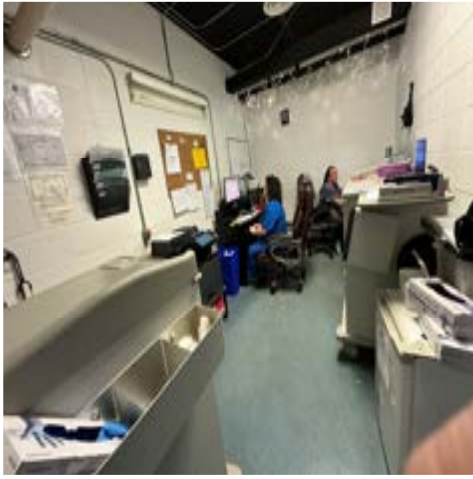


Exposed Pipes

- Exposed piping in classroom can be tampered with by inmates.

EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Indoor Recreation

- Used for commissary distribution, recreation, staff space (video court) etc.
- Access to office space and commissary



Outdoor Recreation

- Inmates have broken pieces off the fence to make weapons
- Recreation is on a different floor from most of the detention housing
- Sight lines to surrounding properties

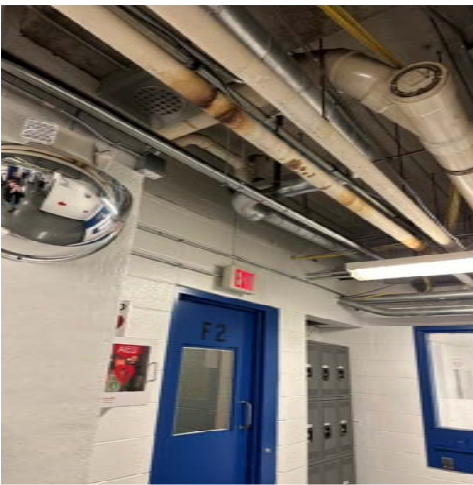
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Exposed Pipes

- Exposed pipes in the secure corridors are corroding and leaking often.



Exposed Pipes

- Exposed pipes are continuously leaking throughout the facility.

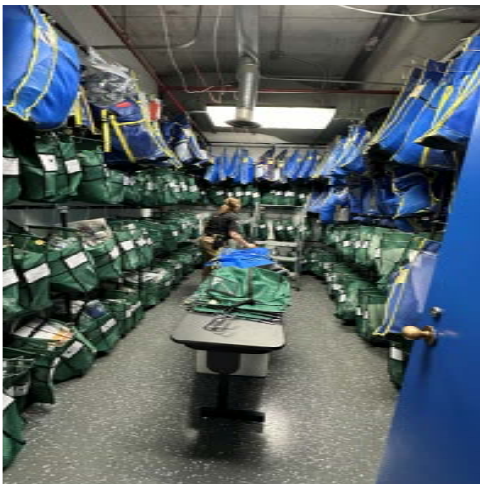
EXISTING SPACE EVALUATION

ARCHITECTURAL ASSESSMENT



Intake & Booking

- Due to lack of space in Intake, printers and mattresses are placed in the corridor.



Property Storage

- Lack of storage space

EXISTING SPACE EVALUATION

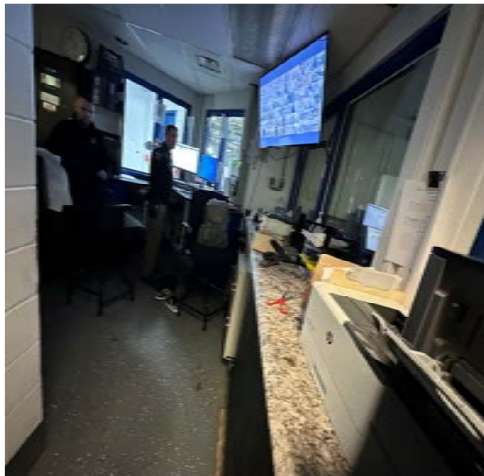
ARCHITECTURAL ASSESSMENT

EXISTING SPACE EVALUATION



Control

- Inadequate space in control room.



Control

- Inadequate space in control room.

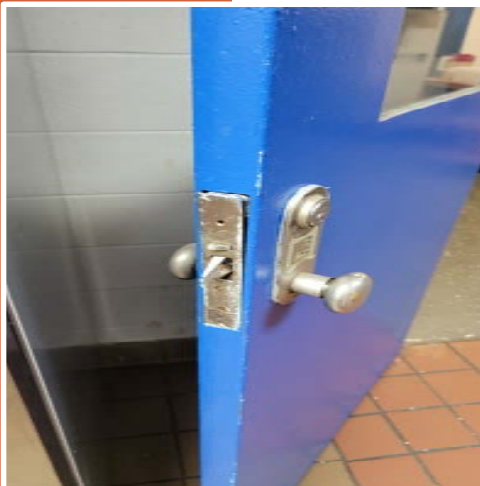
ARCHITECTURAL ASSESSMENT

EXISTING SPACE EVALUATION



Detentin

- Evidence processing lab is original to the building
- Inefficient layout
- Lack of chain of custody



Door Hardware

- Door hardware is deteriorating, and needs replaced

ELECTRICAL ASSESSMENT



Panelboard Capacity

- Panelboards and switchboards appear to be full. It appears to be difficult to make changes and additions to the existing equipment.



Electrical Equipment Clearance

- Existing electrical equipment does not have sufficient clearance for safe working conditions or operation of breakers, switches, etc.

EXISTING SPACE EVALUATION

ELECTRICAL ASSESSMENT



Information Technology System

- Main phone board is out of space for additional equipment. Computers are not in a clean environmental space and have dust accumulated on surfaces.



Equipment Damage

- Some existing electrical equipment has rust staining and apparent damage or gaps covers, resulting in inadequate protection from energized parts.

EXISTING SPACE
EVALUATION

ELECTRICAL ASSESSMENT



Light Fixtures

- Existing fluorescent fixtures are dim, dirty, missing covers, and/or not operating.



Dayroom Receptacles

- Dayroom receptacles are exposed with inadequate quantity, resulting in use of exposed power strips. These are easily damaged and accessible.

EXISTING SPACE EVALUATION

ELECTRICAL ASSESSMENT



Smoke Detection

- Did not observe adequate smoke detection in dayrooms. This may be concealed but needs to be confirmed that it is present and operational.

Dayroom Lighting

- Dayroom lighting is not correctional grade. It is accessible to inmates and easily damaged and broken.

EXISTING SPACE EVALUATION

PLUMBING ASSESSMENT



Sprinkler Control

- Floor sprinkler shut-off valve located in inaccessible location at stairway. Accessibility can cause fall hazard.



Staff Restroom

- Restroom used for storage area due to inadequate storage space.

EXISTING SPACE EVALUATION

PLUMBING ASSESSMENT



Corridor

- Rotted exposed piping in corridor.



Kitchen

- Bucket fabricated to drain kitchen cooking equipment waste.

EXISTING SPACE EVALUATION

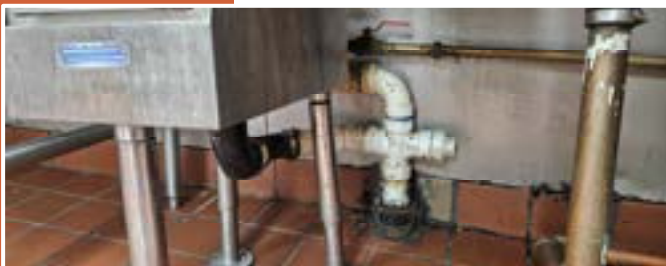
PLUMBING ASSESSMENT

EXISTING SPACE EVALUATION



Kitchen

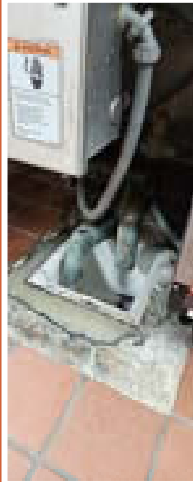
- Kitchen piping located in corridor below replaced due to leakage. The high temperature kitchen waste caused pvc piping to melt.



Kitchen

- Grease laden exposed piping in food prep area. Easy for possible food contamination.

PLUMBING ASSESSMENT



Kitchen Drain

- Water hardness and calcium build-up on waste piping. Patched and in-filled kitchen drain constantly leaks as drain is unlevelled.

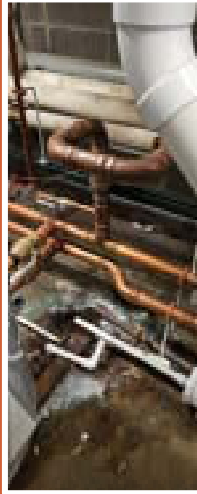


Mechanical Room Uninsulated Piping

- Uninsulated piping causing heat loss and inefficiency to the domestic hot water system.

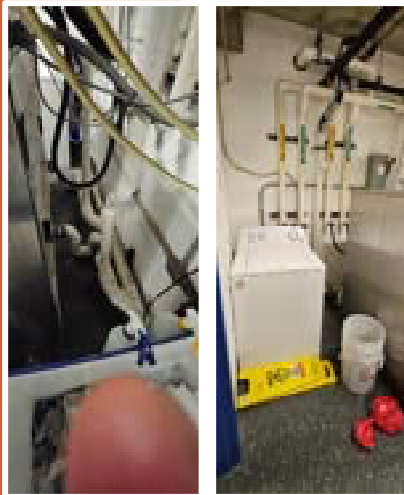
EXISTING SPACE EVALUATION

PLUMBING ASSESSMENT



Mechanical Room

- Inadequate drainage provided causing water infiltration to the concrete floor. Floor indicates signs of erosion.

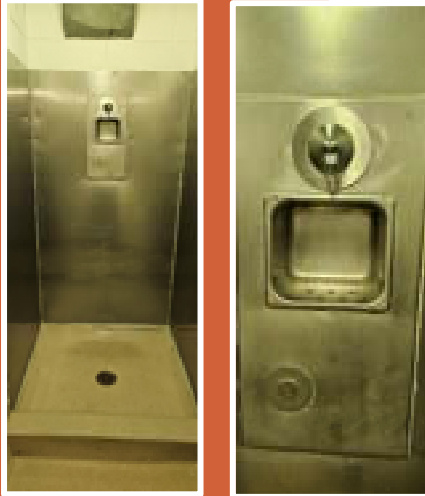


Laundry

- Residential laundry washer and drainage capacity not adequate for expansion.

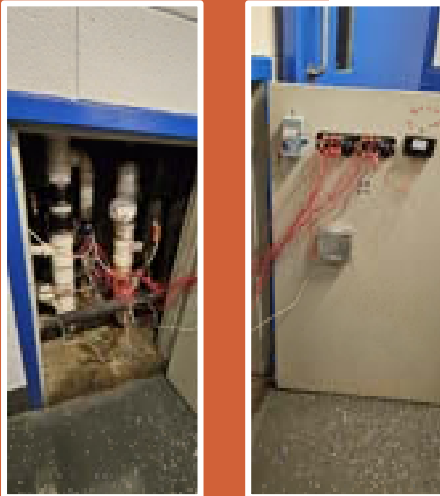
EXISTING SPACE EVALUATION

PLUMBING ASSESSMENT



Inmate Shower

- Leaking shower head increases daily water usage cost.

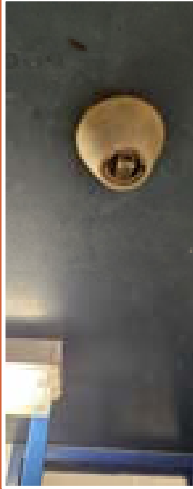


Correctional Fixtures

- Water usage and manual fixture reset do not provide water management and staff controllability. Water management systems prevent over usage and contraband distribution in facility.

EXISTING SPACE
EVALUATION

PLUMBING ASSESSMENT



Typical Dayroom

- Tamper resistant sprinklers accessible by inmates due low ceiling height.

Dayroom Sprinklers

- Sprinklers are aged and covered in soot. Tamper resistant sprinklers should be installed to prevent damage and intentional discharge.

EXISTING SPACE
EVALUATION

MECHANICAL ASSESSMENT



Dayroom Unit Heater

- Evidence of zone control issues, Electric unit heaters added to dayrooms. Helps heating in dayrooms but fights the system and keeps Cells colder

EXISTING SPACE EVALUATION



Dayroom Maintenance Access

- All equipment serving the dayrooms must be serviced from the dayroom, presenting safety and operational issues for the maintenance team.

MECHANICAL ASSESSMENT



Mechanical Room

- Leaks evident throughout and landlocked within the facility. A renovation will require demo to be removed piece by piece and new equipment brought in piece by piece and assembled

Pneumatic Controls

- Abandoned in place.

EXISTING SPACE
EVALUATION

MECHANICAL ASSESSMENT



Condensate drain pan

- Located within AHU. Clogged with evidence of contaminants.



Large Belt Drive Fans

- End of Life. Motors need replaced.

EXISTING SPACE EVALUATION

MECHANICAL ASSESSMENT



Humidity - Showers

- Improper humidity control has eaten away at stainless steel. Source of problem will need to be identified and resolved.

Humidity - Kitchen

- Kitchen humidity evident within space and allowed to spread throughout facility.

EXISTING SPACE EVALUATION

MECHANICAL ASSESSMENT



Valves Accessible to Inmates

- Open ceiling and low piping leaves critical valves and controls susceptible to tampering.



Chiller at end of life

- Installed in 2008 needs to be replaced and upsized for modern ventilation and occupancy demands.

EXISTING SPACE EVALUATION

MECHANICAL ASSESSMENT



Leaks and cracks in existing piping

- Large crack in a recently replaced portion of the hydronic piping system demonstrates the condition of the 40+ year old piping system

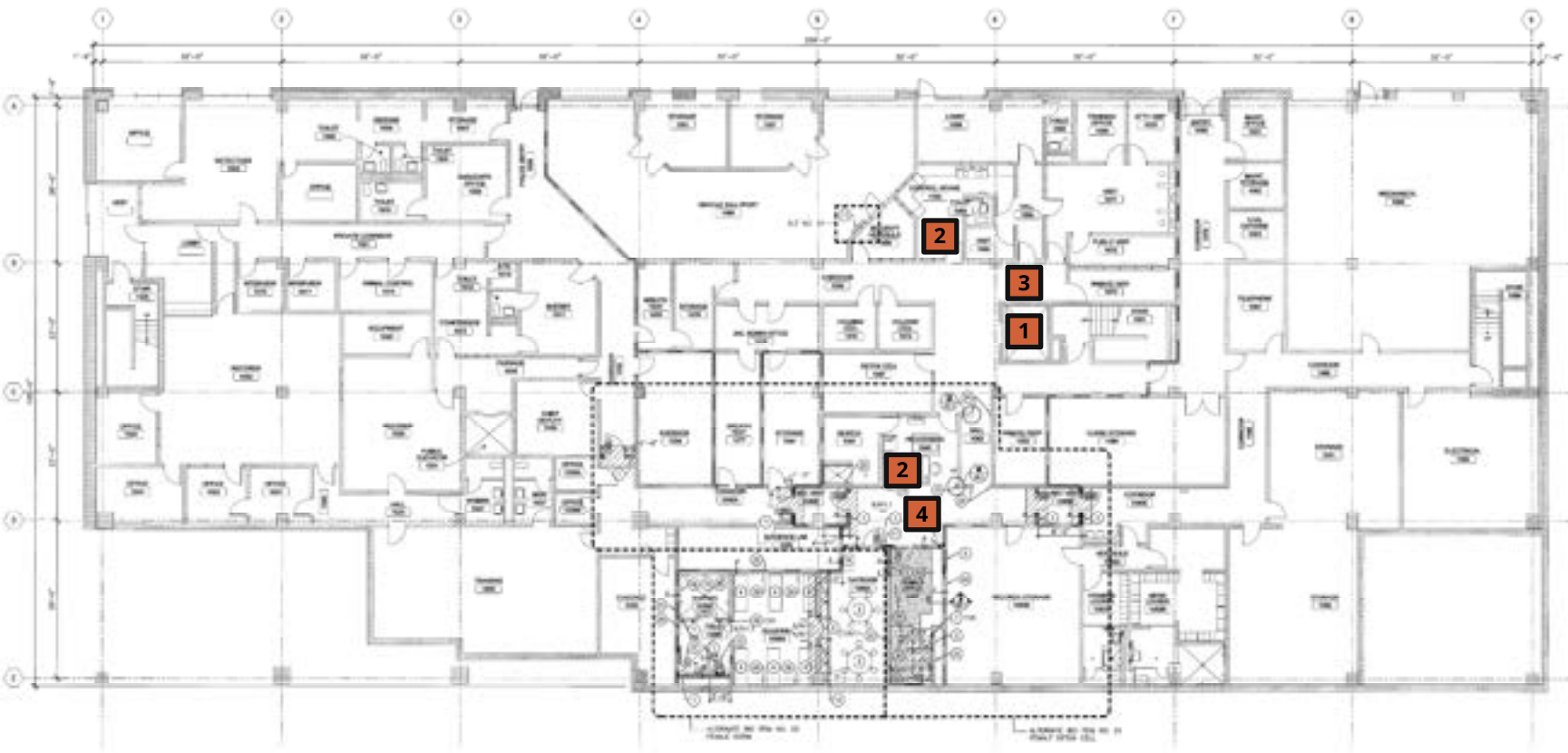


Leaks commonplace

- Evidence of piping leaks can be seen all throughout the facility

EXISTING SPACE EVALUATION

EXISTING SPACE OBSERVATIONS

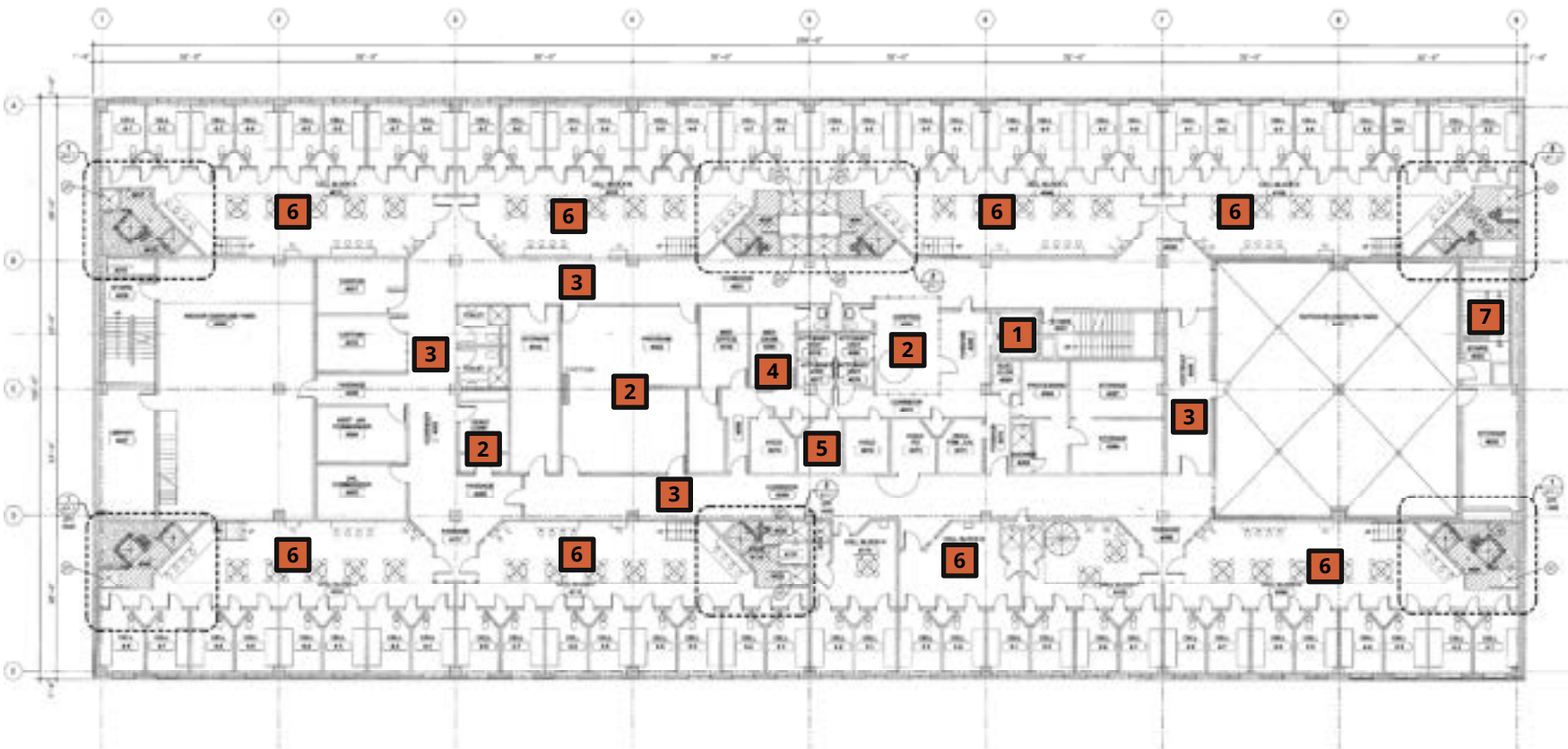


FIRST FLOOR PLAN

Existing Conditions Observation Key

1. Elevators create challenges for movement of staff, inmates, meals, and laundry.
2. Insufficient amount of space
3. Exposed piping can be tampered with and is frequently leaking throughout the facility.
4. No pre-process and lack of seating

EXISTING SPACE OBSERVATIONS

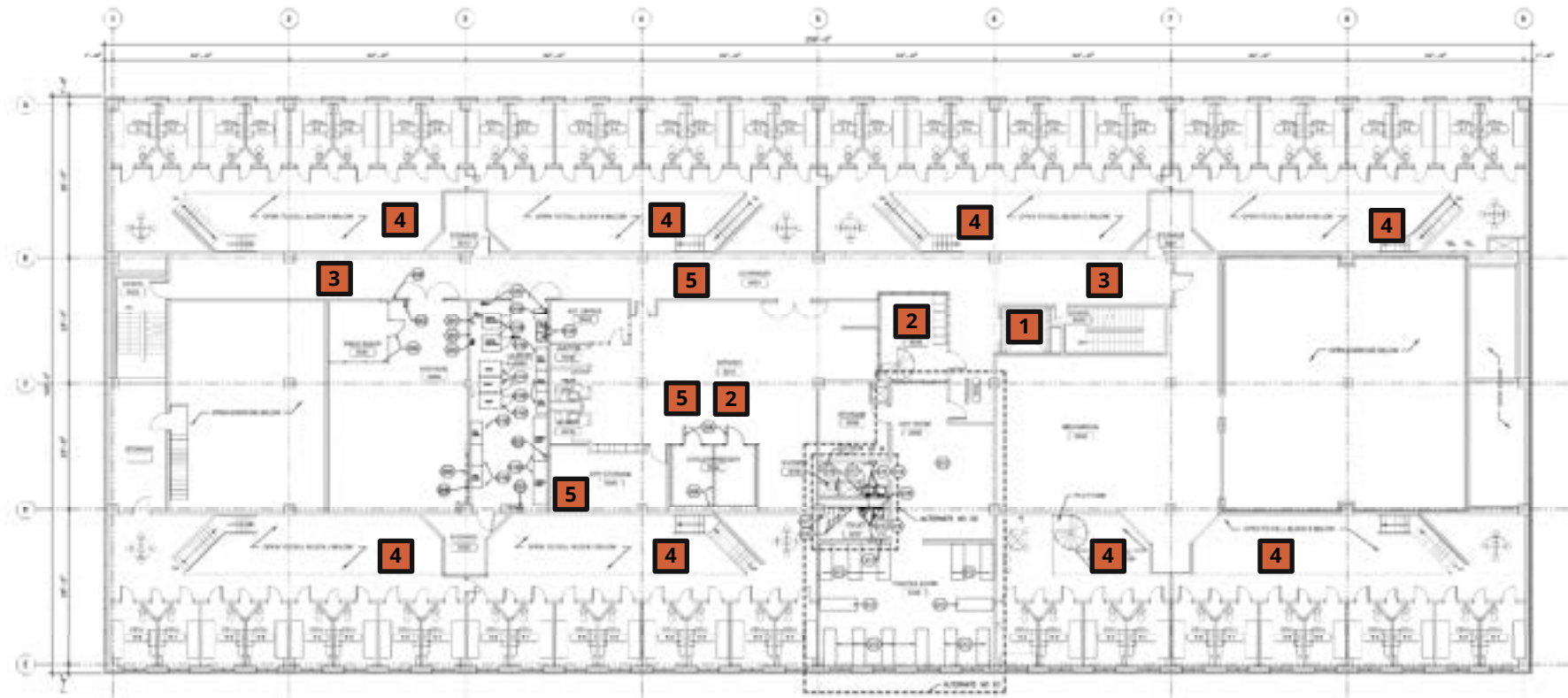


FOURTH FLOOR PLAN

Existing Conditions Observation Key

1. Elevators create challenges for movement of staff, inmates, meals, and laundry.
2. Insufficient amount of space
3. Exposed piping can be tampered with and is frequently leaking throughout the facility.
4. Lack of medical exam rooms and isolation cells - challenging to observe
5. Only one (1) padded cell
6. Detention grade/tamper resistant sprinkler heads are needed throughout the detention areas.
7. Floor sprinkler valves creates challenges for accessibility. Location and procedure to shut off sprinkler main in case of accidental discharge can only be accessed by maintenance staff.

EXISTING SPACE OBSERVATIONS



FIFTH FLOOR PLAN

Existing Conditions Observation Key

1. Elevators create challenges for movement of staff, inmates, meals, and laundry.
2. Insufficient amount of space
3. Exposed piping can be tampered with and is frequently leaking throughout the facility.
4. Mechanical chases for cells are inside dayrooms and are full of piping making it hard for maintenance.
5. Insufficient amount of storage

ELECTRICAL

Electrical Distribution

- The main distribution switchboards were manufactured by ITE-Siemens. The main distribution switchboards do not appear to have ample physical space for additional new circuits to feed new equipment or to modify existing loads. The main distribution switchboard appears to be the original equipment installed in 1984. The equipment appears to be in good condition. However, the main distribution switchboards are beyond the “useful life” period (20-30 years).
- The emergency system consists of a 1,000 KW Cummins generator located on the northwest corner of the building. The generator does not appear to be original, but the date of installation could not be determined. It appears to be in good working order.
- The existing panelboards appear to be original equipment installed in 1984. The equipment appears to be in reasonably good condition, with some rusting and damage to panelboard covers in some locations. However, replacement parts may not be readily available and panelboards are beyond their 30 years of “useful life”. In addition, there is not space available in panelboards for additional circuit breakers, and adding new equipment appears to be challenging.

ELECTRICAL

Lighting – Interior and Exterior

- Most of the interior lighting fixture appear to be original equipment installed in 1984, with some fixtures replaced with LED lighting as equipment fails. The lighting fixtures in some locations are dim, damaged, missing covers, and/or not functioning. In addition, they are not vandal resistant, resulting in easily damaged fixtures. The dayroom lighting is not correctional grade where accessible by inmates, resulting in damaged and cracked covers. This creates a safety hazard. Overall, the interior light fixtures in the facility are in poor to fair condition.
- Exterior lighting fixtures appear to be original equipment installed in 1984 with supplemental LED street lighting. An observed deficiency appears to be inadequate lighting levels around the perimeter of the facility. A light study would be necessary to determine the exact light levels and compare to current IES/ANSI standards.

ELECTRICAL

Telecom/Data

- The low voltage communication section is assumed to incorporate the original telecommunications (telephone) distribution system as described here. The telecommunications distribution system in place to serve Monroe County Jail appears to be original to the date of construction. The existing telecommunications distribution system is composed of multi-pair copper backbone cables to distribute individual circuits to “telecommunications cross-connects” and 4-pair category 3 (or lower) cables from the telecommunications cross-connects to individual station outlets.
- The existing telecommunications distribution system appears to be only modestly used to support analog telephones for use by staff and inmates. As these legacy analog systems have been largely displaced in the market by electronic systems, the value of a dedicated telecommunications distribution system is minimal.
- The backbone cabling and station cabling located in the telecom closets appear to be at maximum capacity. The existing system is antiquated, using punchdown blocks instead of modern patch panels. The data connectivity doesn’t appear to meet current industry standards.

ELECTRICAL

Telecom/Data

- Speaker system appears to be original to the building.
- There is not an adequate number of dedicated power receptacles located in the telecom rooms.
- There is plumbing equipment, capped fire protection lines, and ductwork located in the existing main security electronics and information technology room. This can pose a severe hazard if a leak occurs in this space.

Fire Alarm System

- The facility is equipped with a fire alarm system. The fire alarm control panel appears to be a Siemens addressable system. The fire alarm system appears to be original equipment installed in 1984, but this could not be determined. During the site survey, multiple trouble signals were observed. It appears that the system control panel may be permanently silenced, resulting in potentially delayed signals to control room personnel. The fire alarm system is outdated and may not be serviceable by the manufacturer. The existing fire alarm system appears to be beyond its usable life and replacement parts may no longer available.

ELECTRICAL

Security Electronics

- The existing door, lighting, security camera controllers at the unit control stations are beyond their usable life and should be replaced with a modern system. There are not ample power receptacles located in the unit control stations.

Elevator Controls

- The facility is equipped with a single elevator and one elevator machine room. The age of the elevator system could not be determined. The elevators appear to be in fair working order.

PLUMBING RECOMMENDATIONS

- Domestic Water Piping System: Provide new water distribution to ensure proper distribution, operation, isolation and maintenance. Provide insulation to help maintain hot water efficiency and well and protection against damage.
- Sanitary Waste and Vent Piping: Provide new piping to maintain sustainability and needs of expanding kitchen and laundry. Evaluate the condition of the sewer systems and prioritize necessary repairs or upgrades. Implement a comprehensive grease management plan to prevent future buildup. This could involve reporting the issue, coordinating inspections, and implementing corrective measures as needed. Regularly monitor the performance of the sewer systems and ensure compliance with relevant regulations and standards. This may involve keeping detailed records of maintenance activities, inspections, and any remediation efforts undertaken.
- Access to Valves: Provide new valves in accessible areas or have access panels to ensure proper serviceability, maintenance and isolation of intended systems.
- Correctional Fixtures: Provide new functioning fixtures with a Water Management System that allows staff to manage water usage, as well and provide a deterrent for contraband distribution.
- Fire Sprinkler System: Provide a new automatic wet sprinkler system throughout and a manual wet sprinkler system for unsecured inmate areas that can be controlled by staff. This system would prevent accidental water discharge and sprinkler tampering.

PLUMBING

Sanitary and Grease Waste System

- The facility currently has two separate sewer systems. Originally all kitchen, laundry and sewer were tied into one sanitary sewer main exiting to the site sanitary system. Due to multiple sewer burst, wear and leaks, the kitchen waste piping has been recently replaced with cast iron piping and routed to a recent 2015 installation of an on-site grease interceptor. The current grease maintenance pumping schedule is 60 days, but the more frequently maintained the more effluent the system will perform. Unfortunately, the previous system has been affected by grease laden waste build-up. This has caused the system to backup and underperform. The sewer system may have possibly caused damage to the city sanitary system as grease could have potentially discharged to the city sanitary system.

Plumbing Fixtures

- Over time most of the original plumbing fixtures have been replaced. Most recently in 2015, the majority of water closets were replaced. Older model faucets have failed due to wear and age. Recently, correctional stainless steel shower enclosures have been replaced, but indicate rust due to consistent water dripping.

PLUMBING

Fire Sprinkler

- The fire sprinkler system is capable of being controlled at every floor level of the facility and in some cases, arbitrary shut-off locations throughout the facility. Dismally, the system is not centrally monitored and require visual inspection and investigation in the event of an issue. This is a hazard as it prevents normal system operation and notification. The accessibility to sprinkler heads has caused multiple occurrences of inmate tampering and damage causing breaks in piping and cell block and building flooding.

Domestic Hot Water Heating System

- The current design includes a main hot water distribution system consisting of two modular water heaters and one storage tank. The two heaters were most recently updated in 2015 and 2019. In addition to the primary hot water heating system there are randomly installed electric instantaneous water heaters throughout. These type of water heaters do not have the capacity to maintain sustainability and rarely surpass a 1-2 year life expectancy and require constant replacement. Mixing valves are placed within each housing block to maintain tempered hot water to inmate areas to prevent scalding, but valves continue to fail.

PLUMBING

Domestic Water System and Equipment

- The domestic water system consist of a 4" domestic water service with two recently replaced water meters on or around 2020.
- The system currently has no backflow preventative device to protect the city water of any possible contamination.
- The system also resides on hard water, and not provided with a water softening system to reduce or eliminate harmful minerals from entering the building's water distribution system. As a result, much of the piping deterioration, equipment and fixture failure, and valve inefficiencies continue to worsen over time regardless of replacement. In addition, up to fifteen water closet flush valve kits require monthly replacement. This is not sustainably cost effective.
- Shut-off valves and piping systems not tagged and labeled make shut-down and isolation nearly impossible without affecting other portions of the building. During prior renovations, the inability to identify systems often cause the cross-feed of domestic water piping into chilled water piping systems. This is potentially harmful to the cross contamination of the potable water system. Additionally, the inability to isolate piping for maintenance is facilitated by poorly located valves in inaccessible areas, therefore causing long downtimes.

MECHANICAL

Hydronic Hot Water Boilers, Pumps, and Piping

- The facility has two hot water boilers. One Boiler handles most load conditions however two are needed for extreme cold. System is not a true N+1 design. Boilers were replaced in 2015 and should have close to 10+ years left of life. May be considered for reuse in a renovation however, due to population growth and modern ventilation codes, additional capacity will be needed with limited space to facilitate.
- Pumps need regular maintenance but are in decent shape. Would likely need to be upsized and replaced in a renovation

Chilled Water and Cooling Tower

- The centrifugal chillers located on the first floor were installed in 2008 and are at end of life. Two Cooling Towers located outside were replaced in 2015 and have 8-10 years expect life remaining. The chillers require regular maintenance and runs on R-22 refrigerant that was outlawed in 2020 and will be unavailable by 2030.
- Pumps need regular maintenance but are in decent shape. Would likely need to be upsized and replaced in a renovation

MECHANICAL

Building Hydronic Distribution

- Piping system is 40+ years old and regularly leaks. Mains run up through center of the building from the first floor to the fifth floor and are PVC which is not code compliant and are inaccessible without significant intrusion into occupied spaces for demolition of chases. The facility has resorted to permanent buckets in locations to catch leaks due to cost of repair.

Air Handling Units

- The existing facility is served by 2 large Air Handling Units. These units are original to the building and have reached the end of life. Fans break down often and coil inner walls are paper thin and leak frequently. Additionally, actuators on dampers are broken and must be manually indexed. This in turn means that the system cannot control to individual zone controls and occupants are left to whatever conditions external to their zone happen to be driving the current air handling unit setpoints. Units do not have Airflow Measurement and operate in an on-off fashion. When heating and cooling are not needed, no outside air is delivered to the facility which is not code compliant.

MECHANICAL

Controls

- In 2015 the controls system was upgraded from a Pneumatic to a Honeywell DDC system. Honeywell no longer supports the system installed in 2015 and it has become inoperable. All controls are done manually by the maintenance team depending on time of year. A complete replacement of this system will be required.

Ductwork

- The Ductwork System is original to the building and has reached end of life. Insulation shows evidence of leaks traveling along ductwork aiding in deterioration, Additionally, the ductwork is undersized for modern ventilation requirements and would need to be completely replaced and upsized during a redesign.

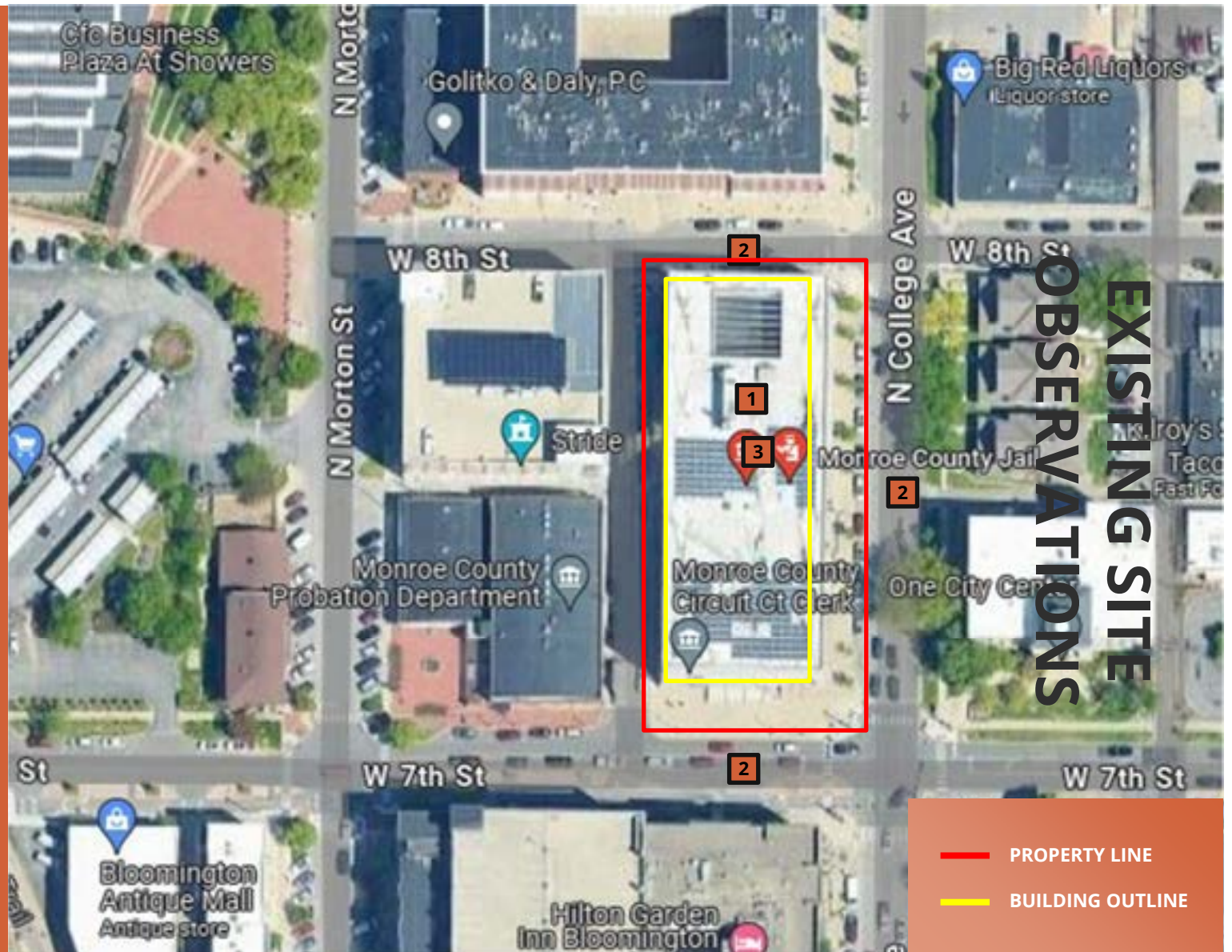
MECHANICAL

Miscellaneous

- Dayrooms do not have enough heat available at the zone control box. In response, the facility added electric unit heaters exposed within the dayroom. The unit heater aids in keeping the dayrooms warm but because the temperature sensor is in the return ductwork, the zone assumes that temperature has been met well before the cells located on the exterior walls have been brought up to temperature.
- Cell Chases were built around the installed ductwork and piping that serve the cells, leaving most systems inaccessible. Many duct connections to cell diffusers have fallen apart over their 40 year life and cannot be repaired without tearing into the chase.
- Copper Piping located in inaccessible locations is original to the building and does not have proper dielectric fittings. Pinhole leaks are commonplace

Existing Site Observation Key

1. No space for expansion without land acquisition
2. Main streets would be required to close for expansion
3. Vertical expansion will require extensive upgrading of structure and shut down parts of the facility during construction



No.	Space	Area
B1.1	Investigations	
B1.1.1	Deputy Commander	
B1.1.2	Lieutenant	
B1.1.3	Detective/Deputy/Paralegal	
B1.1.4	Investigations Admin	
B1.1.5	Hard Interview	
B1.1.6	Soft Interview	
B1.1.7	Evidence Transfer Vestibule	
B1.1.8	Evidence Transfer Lockers	
B1.1.9	General Evidence Storage	
B1.1.10	Drug Storage	
B1.1.11	Gun Storage	
B1.1.12	Evidence Processing Station	
B1.1.13	Detainee/Witness/Staff Toilet	
B1.1.14	Occupational Storage	
B1.1.15	Electronic Processing and Video Storage	
B1.1.16	Workroom/Galley	
B1.1.17	Evidence Lab	
B1.1.18	Large Evidence Storage (Separate Building)	
B1.1.19	Evidence Storage Office Area	
B1.20	Investigation Workroom	
B1.21	Future Office	
B1.22	IT investigations workroom	
B1.23	Juvenile Cyber Crimes	
B1.24	Lobby	
B1.25	Small Evidence Storage	
B1.26	Public Restroom	
B1.26	Conference Room	
Subtotal		28
Grossing Factor at 30%		
SUBTOTAL		
B2	Operations	
B2.1	Maintenance Office	120
B2.2	Maintenance Workarea	824
B2.3	Maintenance and Wash Bays	0
B2.4	Mechanical Parts/Tools Storage	0
B2.5	IT Cofe	144

Monroe County Sheriff/Jail

No.	Space	Area
B1	Investigations	
B1.1	Deputy Commander	
B1.2	Lieutenant	
B1.3	Detective/Deputy/Paralegal	
B1.4	Investigations Admin	
B1.5	Hard Interview	
B1.6	Soft Interview	
B1.7	Evidence Transfer Vestibule	
B1.8	Evidence Transfer Lockers	
B1.9	General Evidence Storage	
B1.10	Drug Storage	
B1.11	Gun Storage	
B1.12	Evidence Processing Station	
B1.13	Detainee/Witness/Staff Toilet	
B1.14	Occupational Storage	

Monroe County Sheriff/Jail

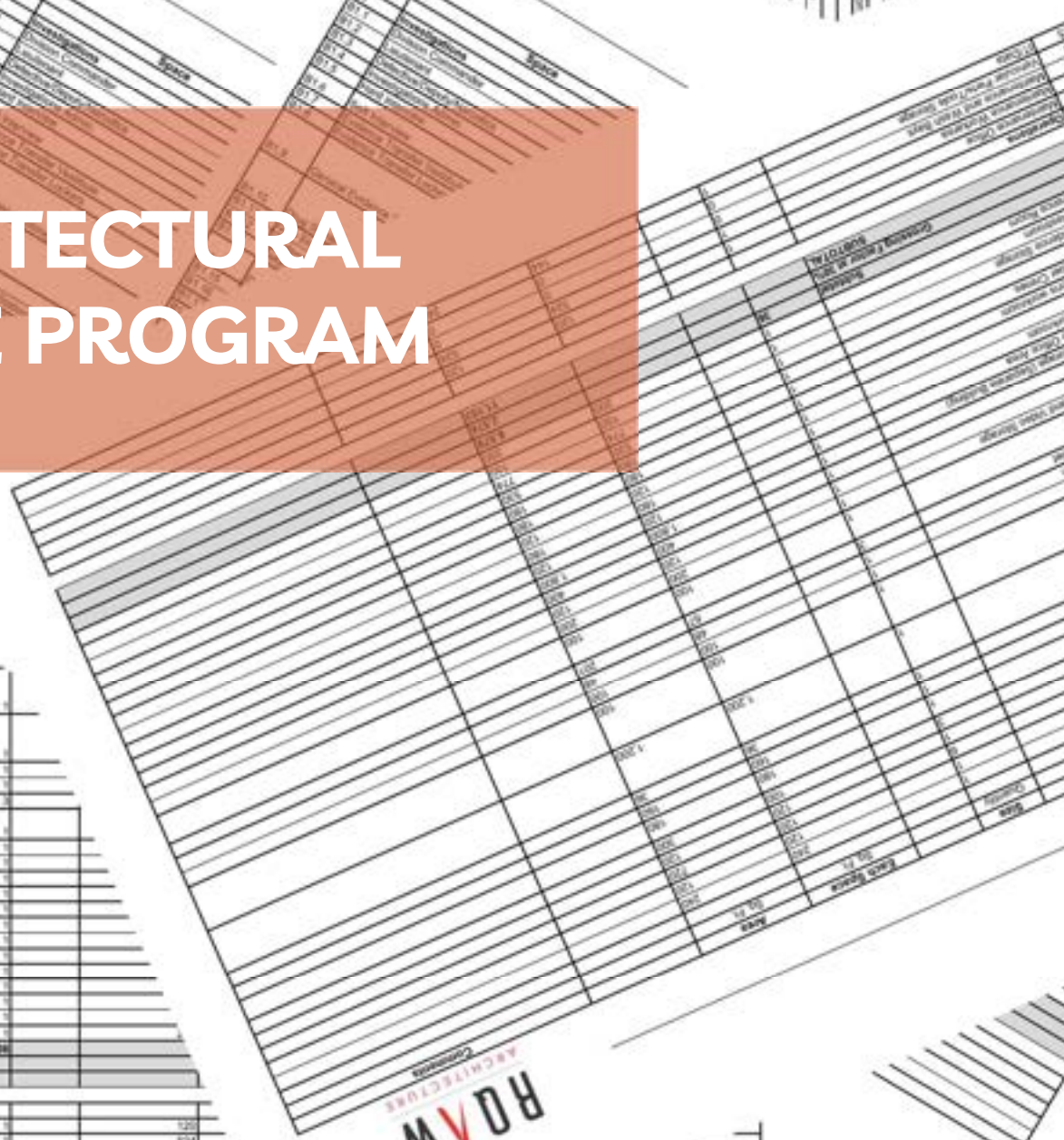
No.	Space	Area
B1	Investigations	
B1.1	Deputy Commander	
B1.2	Lieutenant	
B1.3	Detective/Deputy/Paralegal	
B1.4	Investigations Admin	
B1.5	Hard Interview	
B1.6	Soft Interview	
B1.7	Evidence Transfer Vestibule	
B1.8	Evidence Transfer Lockers	
B1.9	General Evidence Storage	
B1.10	Drug Storage	
B1.11	Gun Storage	
B1.12	Evidence Processing Station	
B1.13	Detainee/Witness/Staff Toilet	
B1.14	Occupational Storage	

Monroe County Sheriff/Jail

No.	Space	Area
B1	Investigations	
B1.1	Deputy Commander	
B1.2	Lieutenant	
B1.3	Detective/Deputy/Paralegal	
B1.4	Investigations Admin	
B1.5	Hard Interview	
B1.6	Soft Interview	
B1.7	Evidence Transfer Vestibule	
B1.8	Evidence Transfer Lockers	
B1.9	General Evidence Storage	
B1.10	Drug Storage	
B1.11	Gun Storage	
B1.12	Evidence Processing Station	
B1.13	Detainee/Witness/Staff Toilet	
B1.14	Occupational Storage	

Monroe County Sheriff/Jail

No.	Space	Area
B1	Investigations	
B1.1	Deputy Commander	
B1.2	Lieutenant	
B1.3	Detective/Deputy/Paralegal	
B1.4	Investigations Admin	
B1.5	Hard Interview	
B1.6	Soft Interview	
B1.7	Evidence Transfer Vestibule	
B1.8	Evidence Transfer Lockers	
B1.9	General Evidence Storage	
B1.10	Drug Storage	
B1.11	Gun Storage	
B1.12	Evidence Processing Station	
B1.13	Detainee/Witness/Staff Toilet	
B1.14	Occupational Storage	
B1.15	Electronic Processing and Video Storage	
B1.16	Workroom/Galley	
B1.17	Evidence Lab	
B1.18	Large Evidence Storage (Separate Building)	
B1.19	Evidence Storage Office Area	
B1.20	Investigation Workroom	
B1.21	Future Office	
B1.22	IT investigations workroom	
B1.23	Juvenile Cyber Crimes	
B1.24	Lobby	
B1.25	Small Evidence Storage	
B1.26	Public Restroom	
B1.26	Conference Room	
Subtotal		28
Grossing Factor at 30%		
SUBTOTAL		
B2	Operations	
B2.1	Maintenance Office	120
B2.2	Maintenance Workarea	824
B2.3	Maintenance and Wash Bays	0
B2.4	Mechanical Parts/Tools Storage	0
B2.5	IT Cofe	144



ARCHITECTURAL SPACE PROGRAM

04



	Space	Square Footage		Primary Function
		Initial	Revised	
A	Administration (8 to 4 operation)	5,398		ARCHITECTURAL SPACE PROGRAM
A1	Courts	1,796		
B	Law Enforcement	10,674		
B1	Investigations	8,579		
B2	Operations	1,694		
B3	Intake and Processing	12,991		
B4	Medical	4,216		
C	Confinement Housing	48,267		
D	Program	5,250		
D1	Kitchen/Food Preparation	9,095		
D2	Laundry	1,620		
E	Mechanical/Electrical/Support	5,364		
F	Other Areas	0		
Subtotal Sheriff and Jail		114,944		
Grossing Factor		34,483		
SUBTOTAL		149,427		

Monroe County

Sheriff/Jail

ARCHITECTURAL SPACE PROGRAM

No.	Space	Size Quantity	Each Space Sq Ft.	Area Sq Ft.	Comments
A	Administration (8 to 4 operation)				
A.1	Sheriff	1	320	320	
A.2	Chief Deputy	1	240	240	
A.3	Office Manager	1	162	162	
A.4	Administrative Assistant	2	80	160	
A.5	Matron	1	120	120	
A.6	Civil Services	1	120	120	
A.7	Reception/Waiting Lobby	1	600	600	
A.8	Workroom/Galley	1	120	120	
A.9	Office/Supply Storage	1	100	100	
A.10	Conference Room	1	400	400	
A.11	File/Records Storage	1	200	200	
A.12	Staff Toilet	2	67	134	
A.13	Staff Break Room	1	240	240	
A.14	Archive Records	1	300	300	
A.15	Storage Closets	2	60	120	
A.16	Public Relations General Area	1	120	120	
A.17	Video Visitation Lobby/Area	1	200	200	
A.18	Sheriff Sales/Permit Area	1	150	150	
A.19	Separate Entrance for Jail?		0	0	
A.20	Jail Lobby	1	400	400	
A.21	Training Coordinator	1	192	192	
A.22	Open Offices	10	100	1,000	
A.23	Processing / Fingerprinting	1			
	Net Subtotal	34		5,398	
	Grossing Factor at 30%			1,619	
	SUBTOTAL			7,017	
A1	Courts				
F.1	Courtroom	1	1,000	1,000	
F.2	Art Conf	1	80	80	
F.3	Judge	1	198	198	
F.4	Judge RR	1	60	60	
F.5	Holding	2	100	200	
F.6	Inmate RR	1	60	60	
F.7	Courtroom Office	1	200	200	
	Subtotal			1,798	
	Grossing Factor at 20%			359	
	SUBTOTAL			2,155	

Monroe County

Sheriff/Jail

No.	Space	Size	Each Space	Area	Comments
		Quantity	Sq. Ft.	Sq. Ft.	
B	Law Enforcement				
B.1	Division Commander	1	240	240	
B.2	Shift Lieutenant/Commander	1	240	240	
B.3	Sergeant	3	80	240	
B.4	Deputies	1	500	500	
B.5	Future Office	1	120	120	
B.6	Civil Service	1	120	120	
B.7	Reception/Waiting Lobby	1	200	200	
B.8	Workroom/Galley	1	120	120	
B.9	Office/Supply Storage	1	100	100	
B.10	Training Room	1	1,200	1,200	
B.11	Training Storage	1	200	200	
B.12	File/Records Storage	1	200	200	
B.13	Squad Room	1	500	500	
B.14	Report Writing	1	120	120	
B.15	Men's Locker	1	246	246	
B.16	Men's Toilets/Showers	1	300	300	
B.17	Women's Lockers	1	60	60	
B.18	Women's Toilets/Showers	1	228	228	
B.19	Fitness / Weight Room	1	1,540	1,540	
B.20	Armory	1	160	160	
B.21	Janitor	1	60	60	
B.22	Reserve Storage	1	200	200	
B.23	Maintenance and Wash Bays	2	720	1,440	
B.24	Vehicular Parts/Tools Storage	1	200	200	
B.25	Department Storage	1	200	200	
B.26	Quarter Master	1	400	400	
B.27	Quarter Master Office Space	1	120	120	
B.28	Defensive Tactics (DT)	1	540	540	
B.29	Defensive Tactics Storage	1	100	100	
B.30	Break Area for Deputy/Investigation/Kitchenette	1	540	540	
B.31	Transportation Office	1	240	240	
	Net Subtotal	34		10,674	
	Grossing Factor at 30%			3,202	
	SUBTOTAL			13,876	

ARCHITECTURAL
SPACE PROGRAM



Monroe County

Sheriff/Jail

No.	Space	Size	Each Space	Area	Comments
		Quantity	Sq. Ft.	Sq. Ft.	
B1	Investigations				
B1.1	Division Commander	1	240	240	
B1.2	Lieutenant	1	120	120	
B1.3	Detective/Deputy/Narcotics	6	120	720	
B1.4	Investigations Admin.	1	120	120	
B1.5	Hard Interview	3	100	300	
B1.6	Soft Interview	1	180	180	
B1.7	Evidence Transfer Vestibule	1	160	160	
B1.8	Evidence Transfer Lockers	1	36	36	
B1.9	General Evidence Storage	1	1,200	1,200	
B1.10	Drug Storage	1	100	100	
B1.11	Gun Storage	1	100	100	
B1.12	Evidence Processing Station	1	48	48	
B1.13	Detainee/Witness/Staff Toilet	3	67	201	
B1.14	Departmental Storage	1	100	100	
B1.15	Electronic Processing and Video Storage	1	200	200	
B1.16	Workroom/Galley	1	120	120	
B1.17	Evidence Lab	1	400	400	
B1.18	Large Evidence Storage (Separate Building)	1	1,800	1,800	
B1.19	Evidence Storage Office Area	1	120	120	
B1.20	Investigation Workroom	1	180	180	
B1.21	Future Office	1	120	120	
B1.22	IT investigations workroom	1	180	180	
B1.23	Juvenile Cyber Crimes	1	180	180	
B1.24	Lobby	1	530	530	
B1.25	Small Evidence Storage	1	774	774	
B1.26	Public Restroom	1	150	150	
B1.26	Conference Room	1	200	200	
	Subtotal	36		8,579	
	Grossing Factor at 30%			2,574	
	SUBTOTAL			11,153	
B2	Operations				
B2.1	Maintenance Office	1	120	120	
B2.2	Maintenance Workarea	1	524	524	
B2.3	Maintenance and Wash Bays	0	0	0	
B2.4	Vehicular Parts/Tools Storage	0	0	0	
B2.5	IT/Data	1	144	240	

ARCHITECTURAL
SPACE PROGRAM



Monroe County

Sheriff/Jail

No.	Space	Size	Each Space	Area	Comments
		Quantity	Sq. Ft.	Sq. Ft.	
B2.6	IT Maintenance/Storage	1	200	200	
B2.7	Security Equipment	1	240	240	
B2.8	Division Storage	1	120	120	
B2.9	Storage	1	60	60	
B2.10	Janitor	1	70	70	
B2.11	Maintenance Office	1	120	120	
	Subtotal	9		1,694	
	Grossing Factor at 30%			508	
	Subtotal			2,202	
	Subtotal Sheriff Department			26,345	
	Grossing Factor at 30%			7,904	
	Subtotal			34,249	

ARCHITECTURAL
SPACE PROGRAM



Monroe County

Sheriff/Jail

No.	Space	Size Quantity	Each Space Sq Ft.	Area Sq Ft.	Comments
B3	Intake and Processing				
B3.1	Sallyport	6	720	4,320	
B3.2	Book-in Center	1	3,000	3,000	
B3.3	Processing Area	1	500	500	
B3.4	Breathalyzer	1	100	100	
B3.5	Photo/Mug Shot	0	0	0	
B3.6	Live Scan	0	0	0	
B3.7	Staff Toilet	1	97	97	
B3.8	Holding Cells	10	80	800	
B3.9	Padded Holding Cells	2	80	160	
B3.10	Padded Cell Toilet/Shower	1	45	45	
B3.11	Pre-Screen Holding	2	180	360	
B3.12	Group Holding	4	240	960	
B3.13	Changing/Dressing/Search	2	40	80	
B3.14	Detainee Toilet/Shower	2	67	134	
B3.15	Janitor	1	60	60	
B3.16	Property/Clothing Storage	1	1,200	1,200	
B3.17	Visitation	2	100	200	
B3.18	Body Scan Area	1	120	120	
B3.19	Sallyport Storage Area	1	100	150	
B3.20	Sallyport Shower/Restroom/Decontamination	1	80	105	
B3.21	Classification Office	1	180	180	
B3.22	Medical Office	1	180	180	
B3.23	Sallyport	3	80	240	
	Subtotal	45		12,991	
	Grossing Factor at 30%			3,897	
	SUBTOTAL			16,888	
B4	Medical				
B4.1	Doctor	2	160	320	
B4.2	Nurse	2	500	1,000	
B4.3	Reception/Waiting	1	120	120	
B4.4	Examination	4	120	480	
B4.5	Detainee Toilet/Shower	1	88	88	
B4.6	Staff Toilet	1	88	88	
B4.7	Drug Storage	1	80	80	
B4.8	Medical Isolation Cells	10	80	800	
B4.9	Supplies Storage	1	100	100	
B4.10	Padded Cells	6	80	480	
B4.11	Padded Toilet	2	80	160	
B4.12	Mental Health Program Space	2	250	500	

ARCHITECTURAL
SPACE PROGRAM



Monroe County

Sheriff/Jail

No.	Space	Size	Each Space	Area	Comments
		Quantity	Sq. Ft.	Sq. Ft.	
		22		4,216	
				1,263	
				5,481	

C Confinement Housing					
C.1	Jail Commander	1	240	240	
C.2	Lieutenant	1	180	180	
C.3	Staff	4	120	480	
C.4	Workroom/Galley	1	120	120	
C.5	File/Records Storage	1	180	180	
C.6	1 and 2 Man Cells	48	110	5,280	
C.7	4 Man Cells	64	148	9,472	
C.8	8 Man Dorms	24	280	6,720	
C.9	Control Room	2	375	750	
C.10	Control Room Toilet	2	60	120	
C.11	Dayroom	22	938	20,625	
C.12	Indoor/Outdoor Recreation	2	1,750	3,500	
C.13	Break Room	2	100	200	
C.14	Isolation / Seg. / Padded	4	100	400	
		Subtotal	178	48,267	
				14,480	
				62,747	

D Program					
D.1	Educator/Counselor	4	240	960	
D.2	Storage	1	120	120	
D.3	Library	1	200	200	
D.4	Multipurpose Classroom	5	450	2,250	
D.5	Chaplain Office	1	120	120	
D.6	Arraignment Court	1	1,200	1,200	
D.7	Attorney Conference	4	100	400	
D.8	Visitation	0		0	
D.9	Video Arraignment	0	300	0	
		Subtotal	19	5,250	
				788	
				6,038	

ARCHITECTURAL
SPACE PROGRAM



Monroe County

Sheriff/Jail

No.	Space	Size Quantity	Each Space Sq. Ft.	Area Sq. Ft.	Comments
D1	Kitchen/Food Preparation				
D1.1	Kitchen and Warewashing	1	6,000	6,000	
D1.2	Large Dry Storage	1	750	750	
D1.3	Small Dry Storage	1	250	250	
D1.4	Freezer	1	600	600	
D1.5	Cooler	1	600	600	
D1.6	Kitchen Manager Office/Dietitian	1	120	120	
D1.7	Chem. Storage	1	50	50	
D1.8	Utensil Storage	1	25	25	
D1.9	Staff Dining	1	250	250	
D1.10	Staff Toilet	1	65	65	
D1.11	Inmate Toilet	1	65	65	
D1.12	Inmate Dining	1	120	120	
D.1.13	Delivery Dock / Receiving Area	2	100	200	
	Subtotal	14		9,085	
	Grossing Factor at 25%			2,274	
	SUBTOTAL			11,369	

**ARCHITECTURAL
SPACE PROGRAM**



Monroe County

Sheriff/Jail

No.	Space	Size Quantity	Each Space Sq. Ft.	Area Sq. Ft.	Comments
D2	Laundry				
D2.1	Laundry Room	1	1,000	1,000	
D2.2	Laundry and Housekeeping Storage	1	500	500	
D2.3	Contaminant Laundry	1	120	120	
	Subtotal	3		1,620	
	Grossing Factor at 25%			405	
	SUBTOTAL			2,025	
E	Mechanical/Electrical/Support				
E.1	Mechanical	1	1,200	1,200	
E.2	Electrical	1	600	600	
E.3	Plumbing Equipment Room	1	1,000	1,000	
E.4	Emergency Generator	2	0	0	
E.5	Building Storage	1	800	800	
E.6	Maintenance/Material	1	500	500	
E.7	Stairs	3	242	726	
E.8	Elevator	2	64	128	
E.9	Elevator Equipment	2	80	160	
E.10	Security & Electronics	1	250	250	
	Subtotal	15		5,364	
	Grossing Factor at 15%			805	
	SUBTOTAL			6,169	
F	Other Areas				
F.1	On Site Training	1	0	0	
F.2	Kiosk	1	0	0	
F.3	Information / Memorial Area	1			
	Subtotal	3		0	
	Grossing Factor at 25%			0	
	SUBTOTAL			0	
	Subtotal Jail			86,803	
	Grossing Factor at 30%			26,041	
	SUBTOTAL			112,844	
	Subtotal Sheriff and Jail			113,148	
	Grossing Factor at 30%			33,944	
	SUBTOTAL			147,092	

**ARCHITECTURAL
SPACE PROGRAM**

Madison County



Sheriff/Jail

No.	Space	Size	Each Space	Area	Comments
		Quantity	Sq. Ft.	Sq. Ft.	
B3.3	Processing Area	1	200	200	
B3.4	Breathalyzer	1	100	100	
B3.5	Photo/Mug Shot	2	0	0	
B3.6	Staff Toilet	1	97	97	
B3.7	Holding Cells	15	80	1,200	
B3.8	Padded Holding Cells	4	80	320	
B3.9	Padded Cell Toilet/Shower	2	92	184	
B3.10	Pre-Screen Holding	1	180	180	
B3.11	Large Group Holding	2	400	800	
B3.12	Small Group Holding	2	240	480	
B3.13	Changing/Dressing/Search	3	60	180	Showers
B3.14	Detainee Toilet/Shower	1	57	57	
B3.15	Janitor	1	100	100	
B3.16	Property/Clothing Storage	1	1,000	1,000	
B3.17	Processing for Property	1	100	100	
B3.18	Att. Visitation	4	100	400	
B3.19	Body Scan Area	1	120	120	
B3.20	Sallyport Storage Area/Janitor	1	200	200	
B3.21	Sallyport Shower/Restroom/Decontamination	1	80	80	
B3.22	Office/Workroom	1	120	120	outside agencies
B3.23	Washbay	1	300	300	
B3.24	Quartermaster	1	500	500	uniform storage, etc.
	Subtotal			11,334	
	Grossing Factor at 20%			2,344	
	SUBTOTAL			13,674	

B4 Medical					
B4.1	Nurse's Stations	1	600	600	5 nurses stations
B4.2	Doctor's Office	1	120	120	
B4.3	Waiting	2	64	128	one male / one female
B4.4	Medical Examination	1	120	120	
B4.5	Mental Health Evaluation	1	120	120	
B4.6	Dental	1	120	120	
B4.7	Detainee Toilet/Shower	1	88	88	
B4.8	Staff Toilet	1	88	88	
B4.9	Drug Storage	1	60	60	
B4.10	Medical Isolation Cells	30	80	2,400	
B4.11	Padded Cells	1	80	80	
B4.12	Padded Toilet/Shower	1	92	92	
B4.13	Supplies Storage	1	60	60	
	Subtotal			4,974	
	Grossing Factor at 20%			816	
	SUBTOTAL			4,891	

ARCHITECTURAL SPACE PROGRAM



Madison County



Sheriff/Jail

No.	Space	Size Quantity	Each Space Sq. Ft.	Area Sq. Ft.	Comments
C Confinement Housing					
C.1	Jail Commander	1	200	200	
C.2	Asst. Jail Commander	1	120	120	
C.3	Small Office	1	80	80	
C.4	Sgt. Office	1	380	380	three people at a time
C.5	Interview Room	1	100	100	
C.6	Officer/Small Conference	1	200	200	
C.7	3 Man Cells	82	80	3,720	60 sf per inmate (16 Bed Dayrooms)
C.8	4 Man Cells	260	40	11,200	40 sf per inmate (Mix of 24 & 32 Bed Dayrooms)
C.9	Recovery Dorms	30	75	2,250	75 sf per inmate (24 Male/12 Female)
C.10	Honor Dorm	28	75	2,100	75 sf per inmate (24 Male/12 Female)
C.11	Control Room	1	375	375	
C.12	Control Room Toilet	1	60	60	
C.13	Dayroom	400	40	16,000	40 sf per inmate (22 Dayrooms)
C.14	Indoor/Outdoor Recreation	1	1,580	1,580	Includes Restroom
C.15	Break Room	1	500	500	next to control room
C.16	Isolation / Padded	10	100	1,000	
C.17	Lactation Station	1	80	80	
C.18	Armory	1	120	120	
	Subtotal			48,825	
	Grossing Factor at 20%			8,865	
	SUBTOTAL			48,825	
D Program					
D.1	Storage	1	60	60	
D.2	Video Assignment	1	120	120	
D.3	Attorney Conference	0	100	0	
D.5	Classroom	3	200	600	
	Subtotal			780	
	Grossing Factor at 20%			156	
	SUBTOTAL			936	
D1 Kitchen/Food Preparation					
D1.1	Kitchen and Warewashing	1	800	800	
D1.2	Large Dry Storage	1	300	300	
D1.3	Small Dry Storage	1	200	200	
D1.4	Freezer	1	300	300	
D1.5	Cooler	1	300	300	
D1.6	Kitchen Manager Office/Desktop	1	120	120	
D1.7	Utensil Storage	1	25	25	
D1.8	Staff Toilet	1	85	85	
D1.9	Inmate Toilet	1	85	85	
D1.10	Inmate Dining	1	120	120	
D1.11	Delivery Dock / Receiving Area	1	750	750	Two overhead doors
	Subtotal			3,948	
	Grossing Factor at 20%			889	
	SUBTOTAL			3,484	

ARCHITECTURAL
SPACE PROGRAM



Madison County



Sheriff/Jail

No.	Space	Size Quantity	Each Space Sq. Ft.	Area Sq. Ft.	Comments
D2 Laundry					
D2.1	Laundry Room	1	800	800	
D2.2	Folding Room	1	300	300	
D2.3	Chemical Storage	1	500	500	
D2.4	Eye wash station	1	80	80	
	Subtotal			1,680	
	Grossing Factor at 20%			332	
	SUBTOTAL			1,992	
E Mechanical/Electrical/Plumbing					
E.1	Mechanical	1	800	800	
E.2	Electrical	1	800	800	
E.3	Plumbing Equipment Room	1	800	800	
E.4	Emergency Generator	1	0	0	
E.5	Building Storage	1	800	800	
E.6	Maintenance/Material	1	500	500	
E.7	Stairs	1	242	242	
E.8	Elevator	1	84	84	
E.9	Elevator Equipment	1	80	80	
	Subtotal			3,486	
	Grossing Factor at 20%			697	
	SUBTOTAL			4,183	
F Courts					
F.1	Courtroom	1	1,000	1,000	
F.2	Air Cert	1	80	80	
F.3	Judge	1	199	199	
F.4	Judge RR	1	80	80	
F.5	Holding	2	100	200	
F.6	Inmate RR	1	80	80	
F.7	Courtroom Office	1	200	200	
	Subtotal			1,759	
	Grossing Factor at 20%			359	
	SUBTOTAL			2,158	

ARCHITECTURAL
SPACE PROGRAM



PODULAR DESIGN

05

NOW



The existing facility utilizes a dated configuration that does not maximize operational efficiency and does not allow for sight and sound separation . There is not direct connection between control and the dayrooms. Access to systems is challenging and maintenance must be done in secure areas.



The proposed solution provides for a direct connection between control and the dayrooms. This gives staff an operational advantage. Also, due to this configuration, the dayrooms are sight and sound separated allowing for maximum classification flexibility. With over 250 beds around one control point, the proposed facility will maximize operational efficiency. The rear chase will enable staff to maintain the systems without entering the secure perimeter and allows for easy access.

FUTURE



Dayroom



Control Room

OPERATIONS



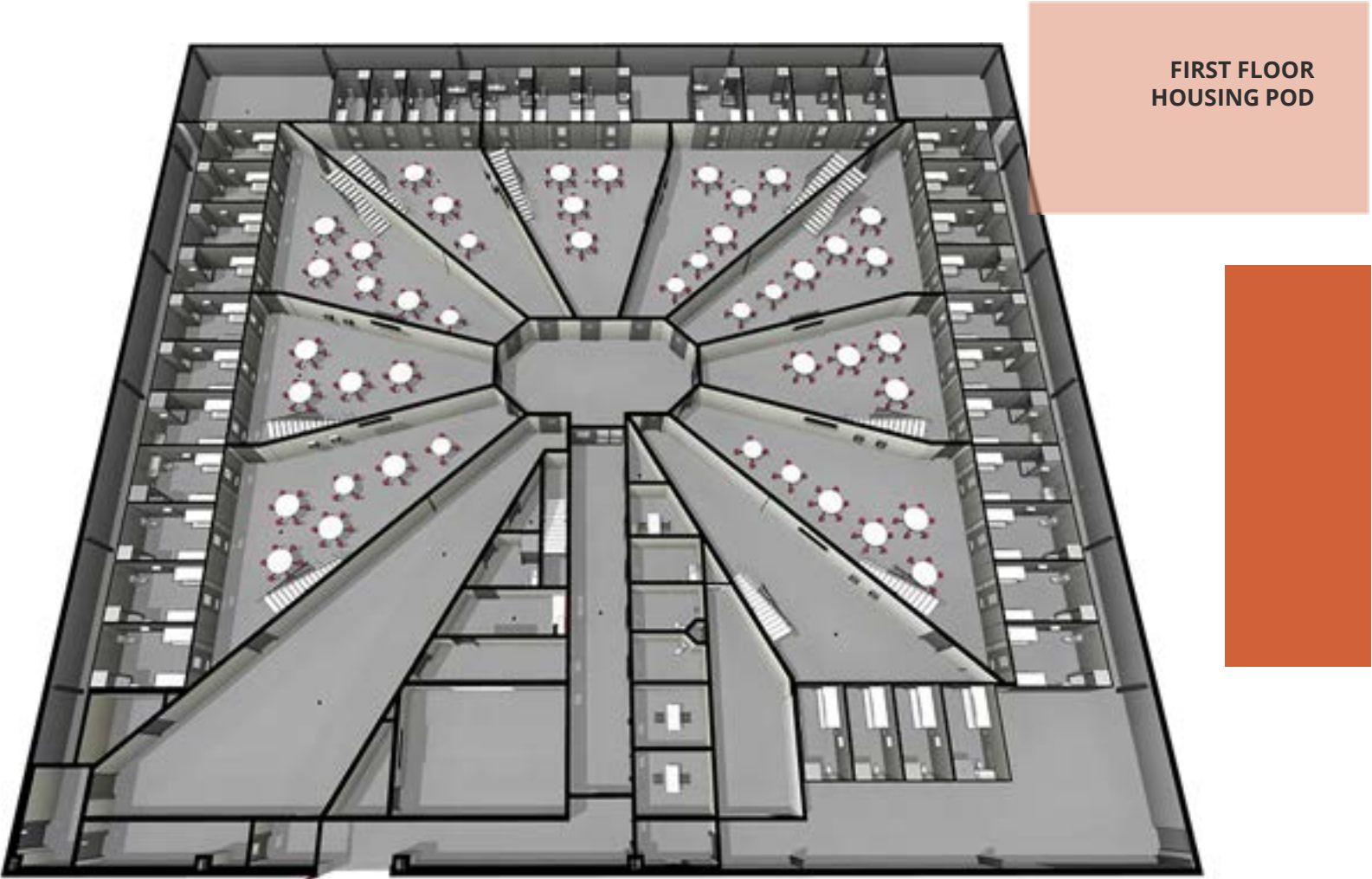
SECURE CORRIDOR



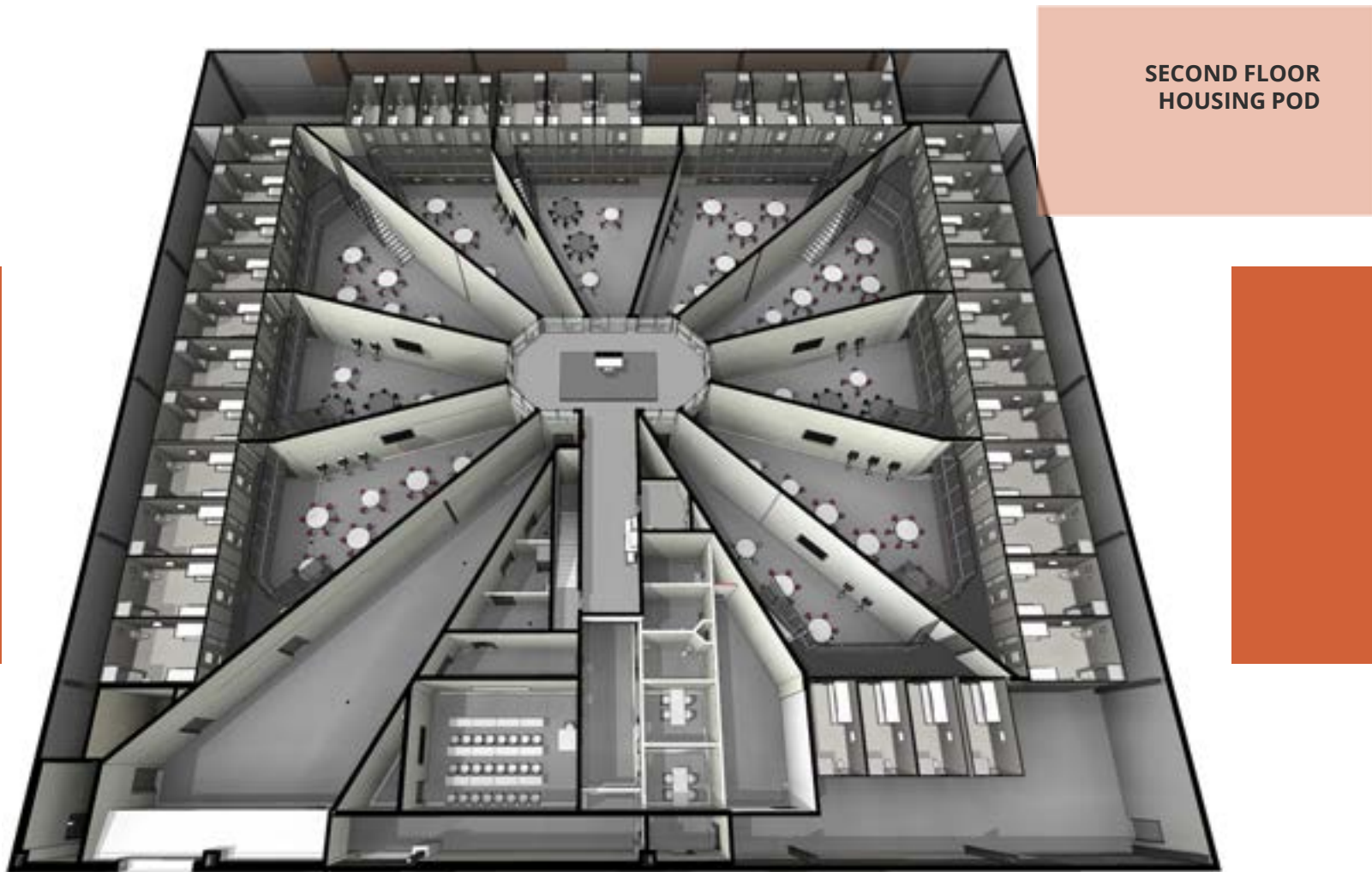
CHASE

OPERATIONS

PODULAR DESIGN



Classrooms and other support spaces are shown along the pod corridor



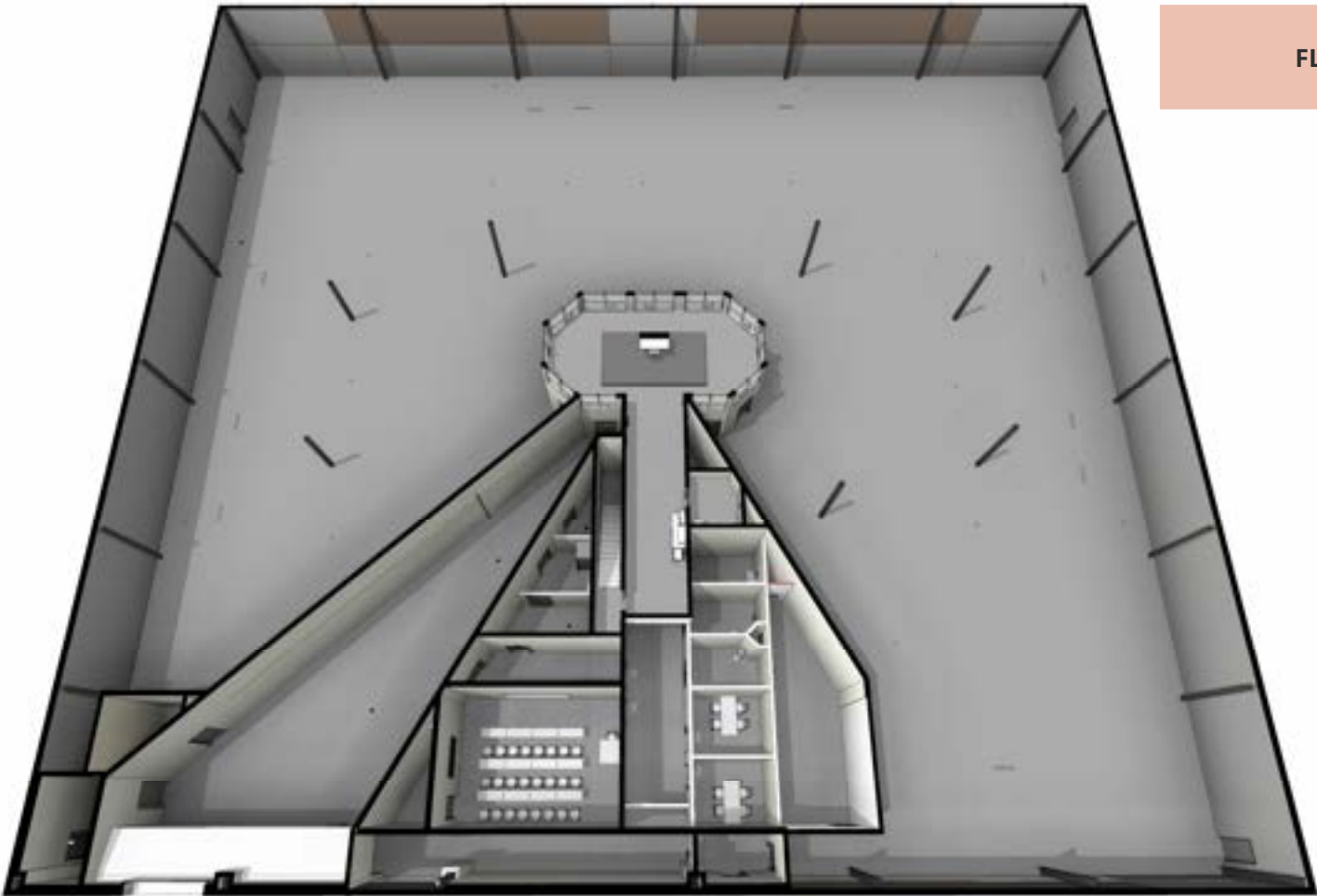
SECOND FLOOR
HOUSING POD

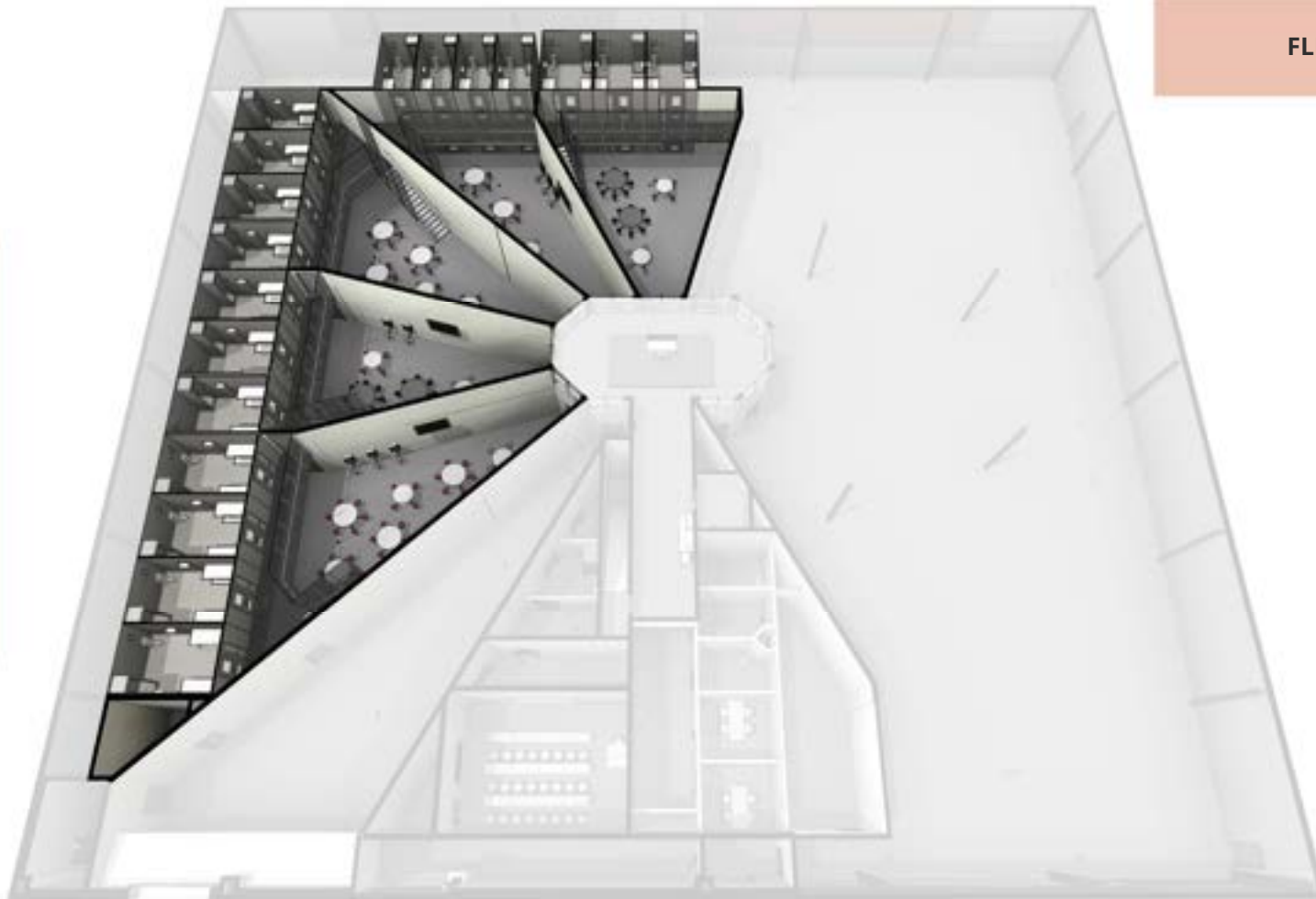
PODULAR DESIGN

The staff level allows for views into the dayrooms and support spaces along the pod corridor

PODULAR DESIGN

FLEXIBILITY



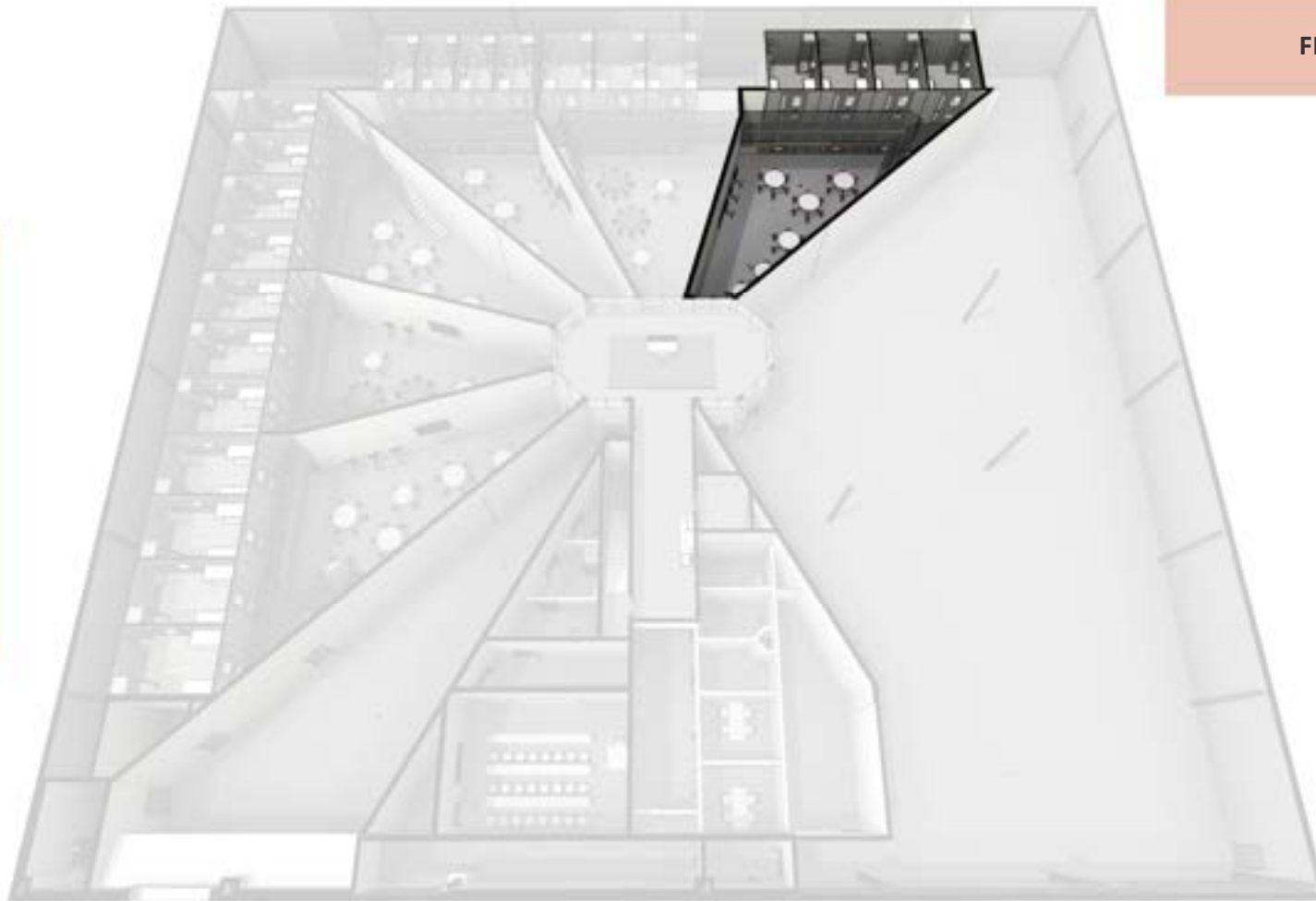


FLEXIBILITY

PODULAR DESIGN

A certain number of beds can be designed as base bid, leaving an area for future expansion.





FLEXIBILITY

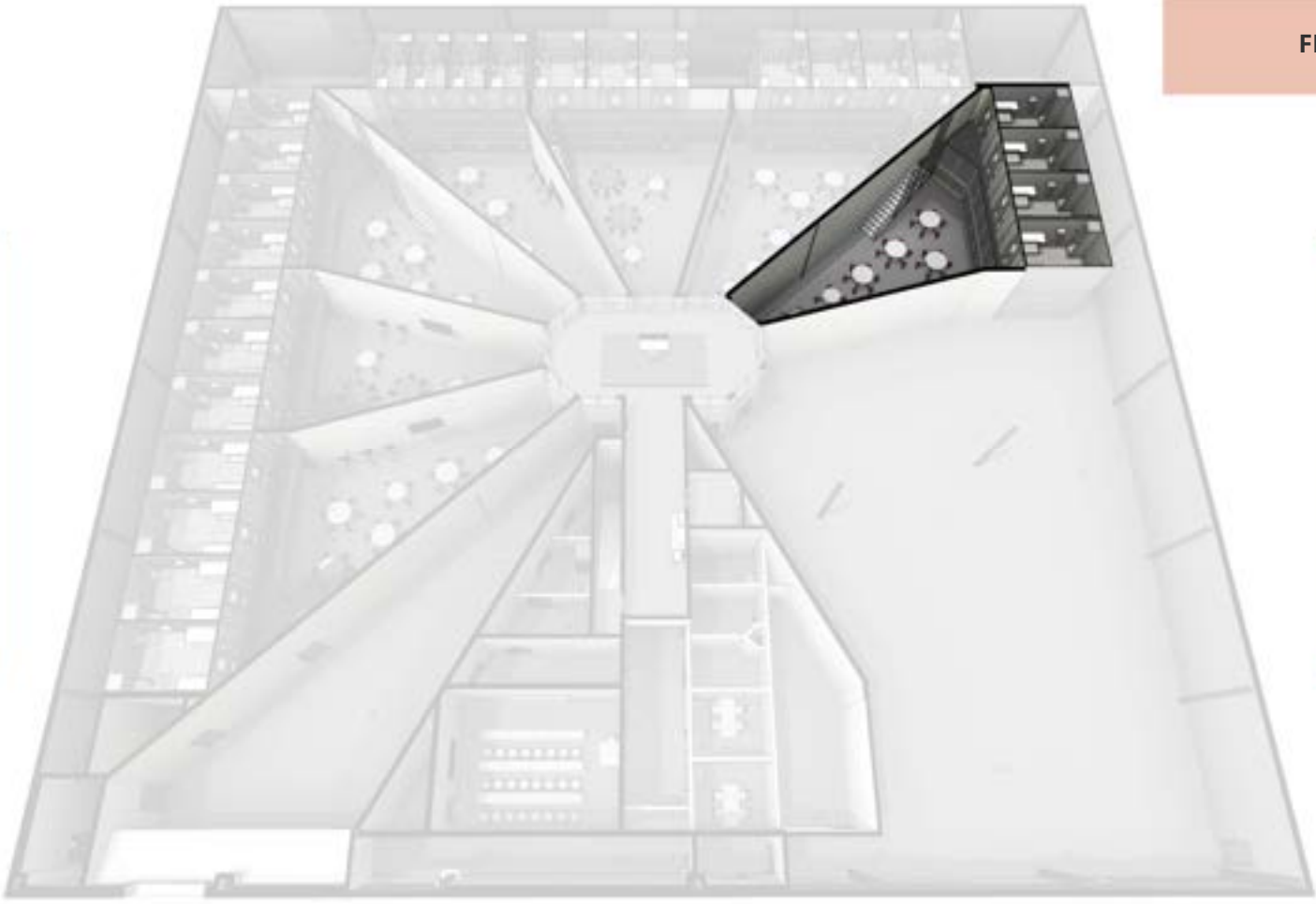
MODULAR DESIGN

Each additional housing block can be bid as an alternate, providing the county with budget flexibility.



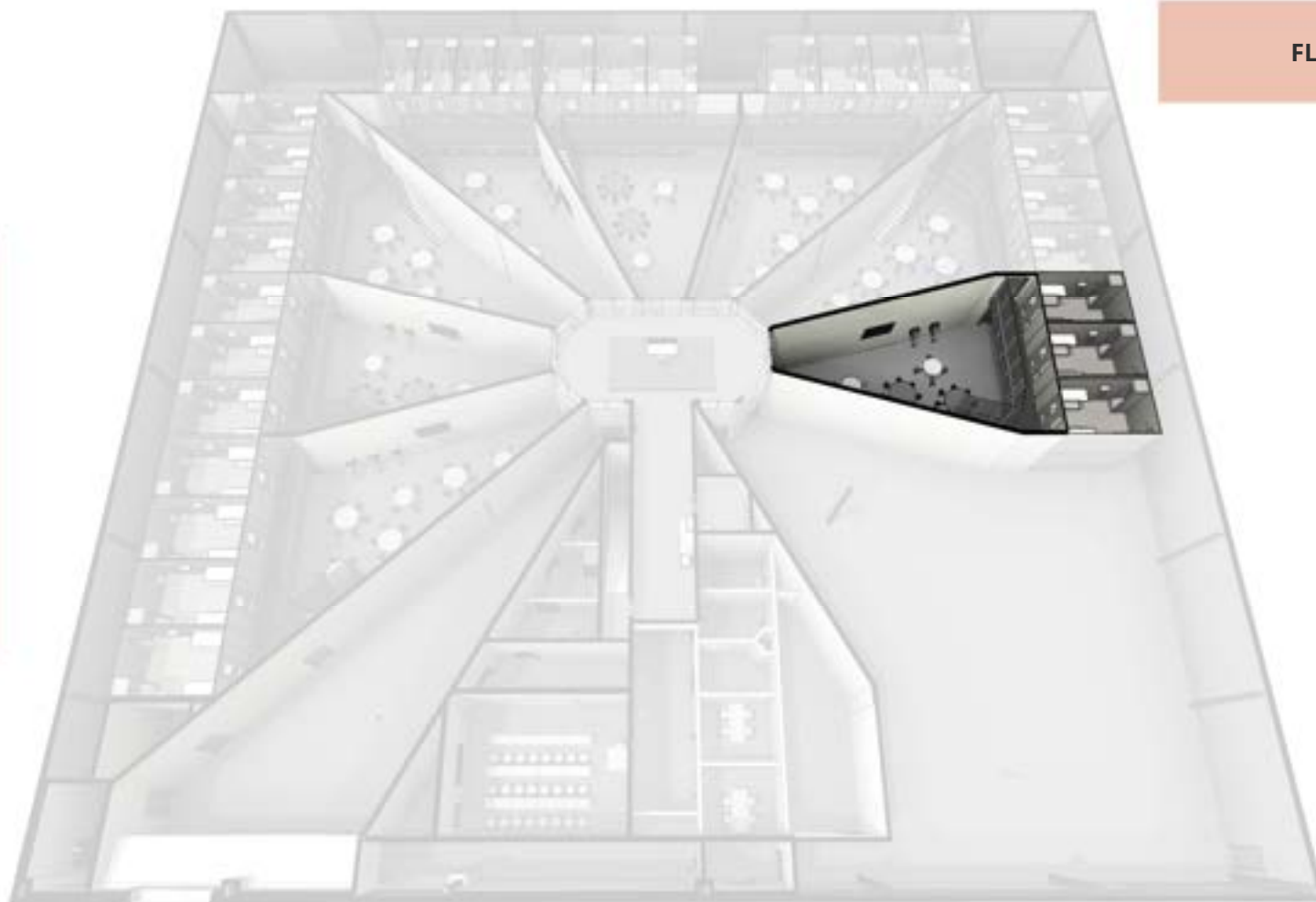
PODULAR DESIGN

FLEXIBILITY



Each additional housing block can be bid as an alternate, providing the county with budget flexibility.

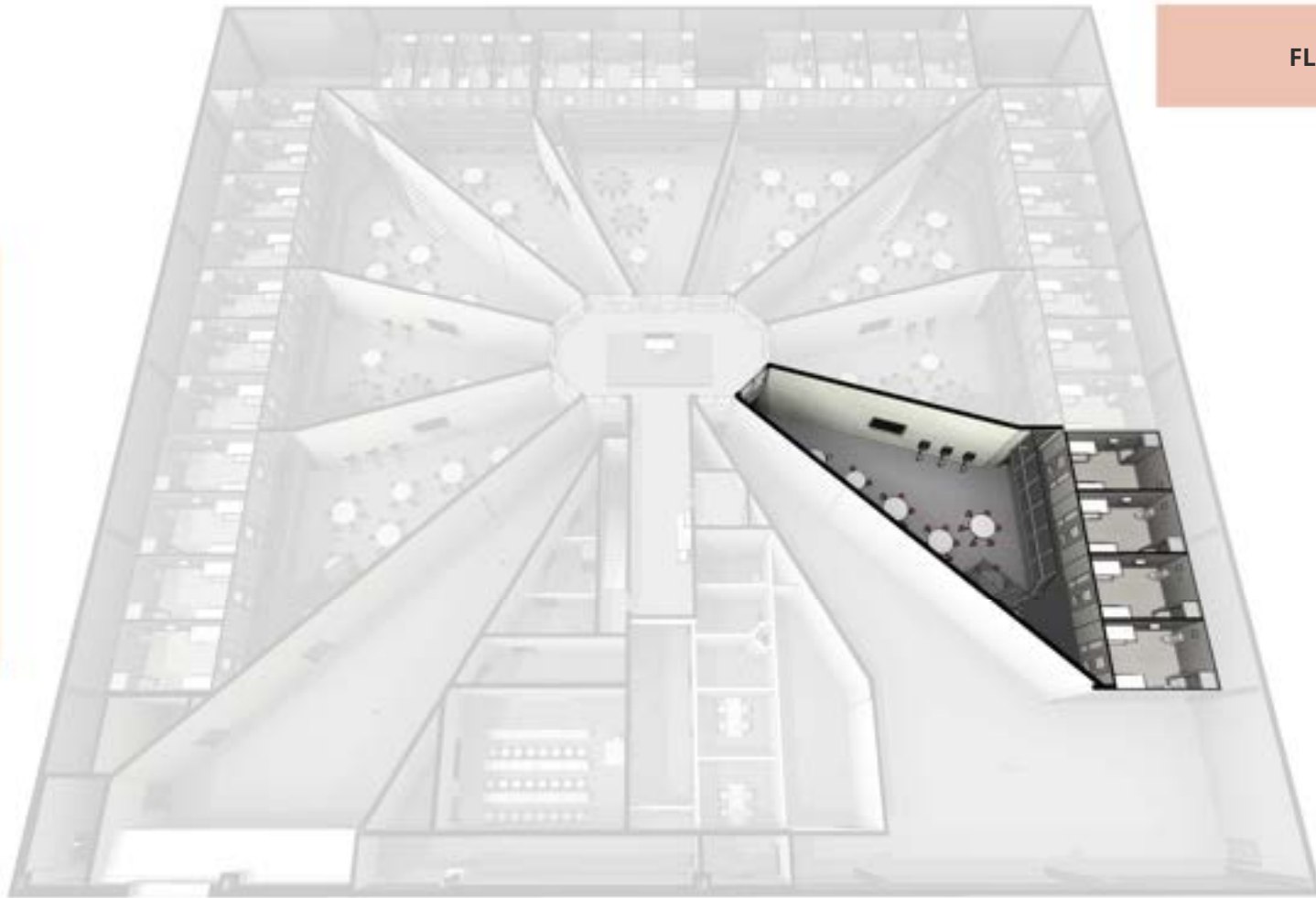




FLEXIBILITY

PODULAR DESIGN

Each additional housing block can be bid as an alternate, providing the county with budget flexibility.

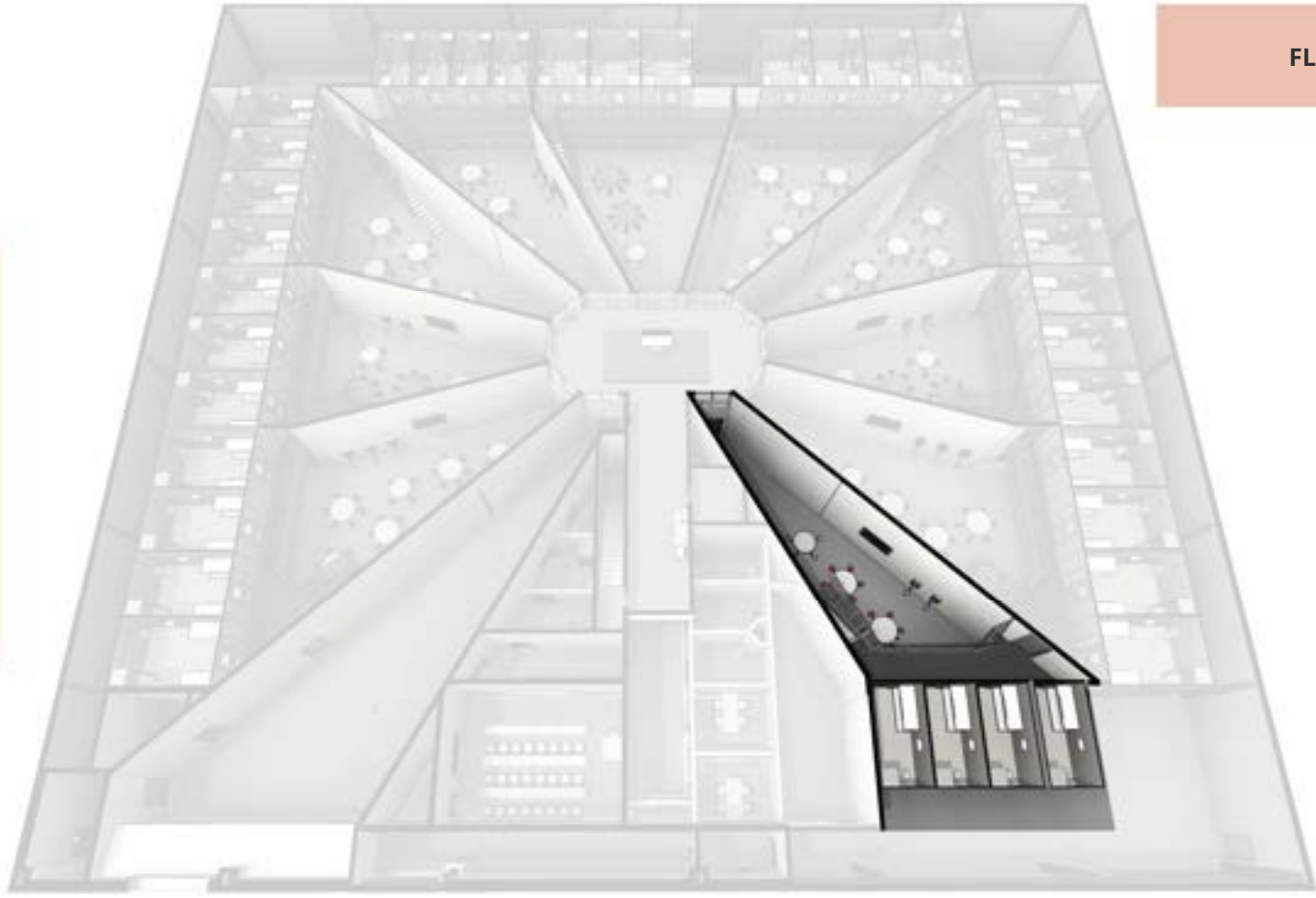


FLEXIBILITY

PODULAR DESIGN

Each additional housing block can be bid as an alternate, providing the county with budget flexibility.



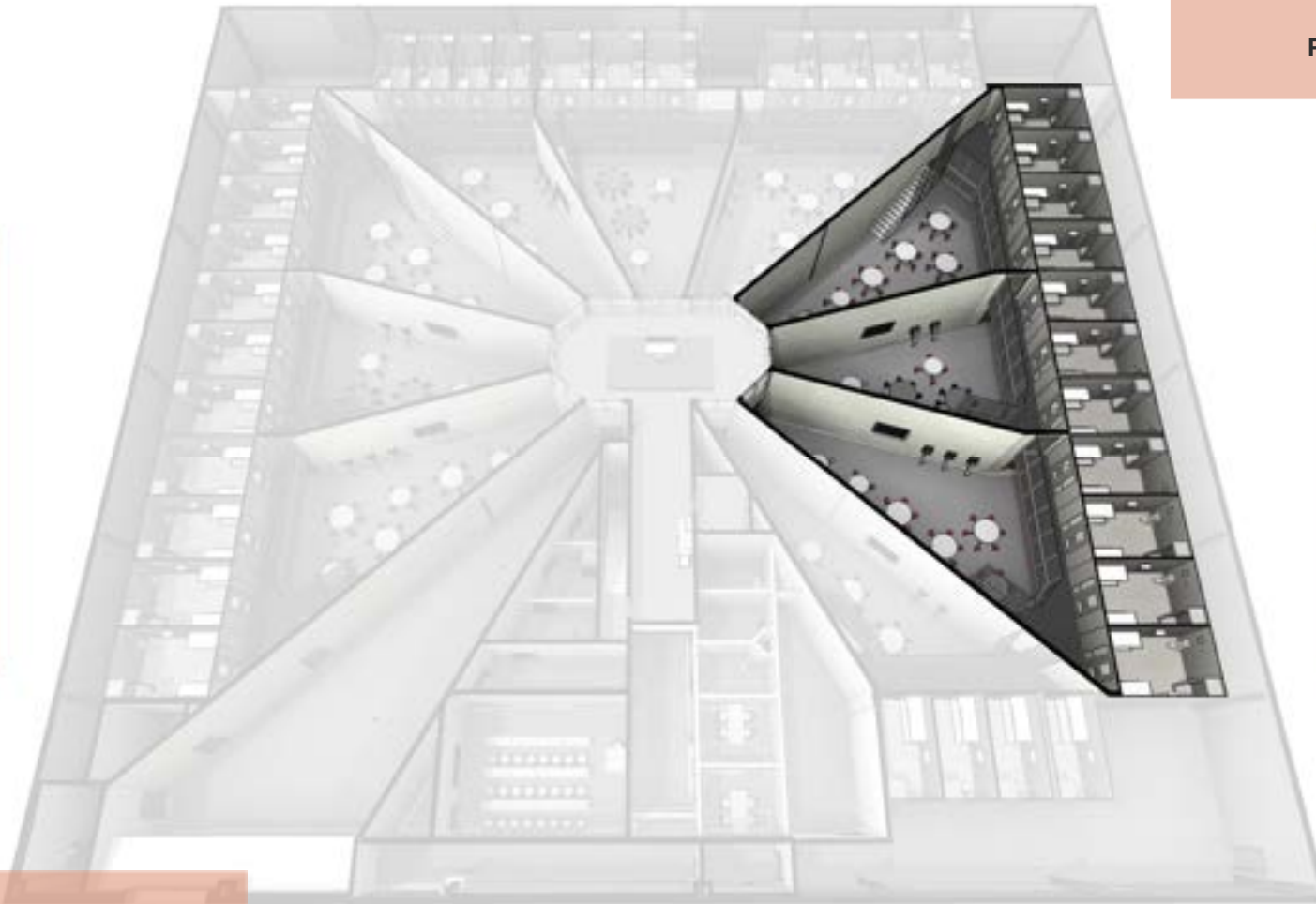


FLEXIBILITY

MODULAR DESIGN

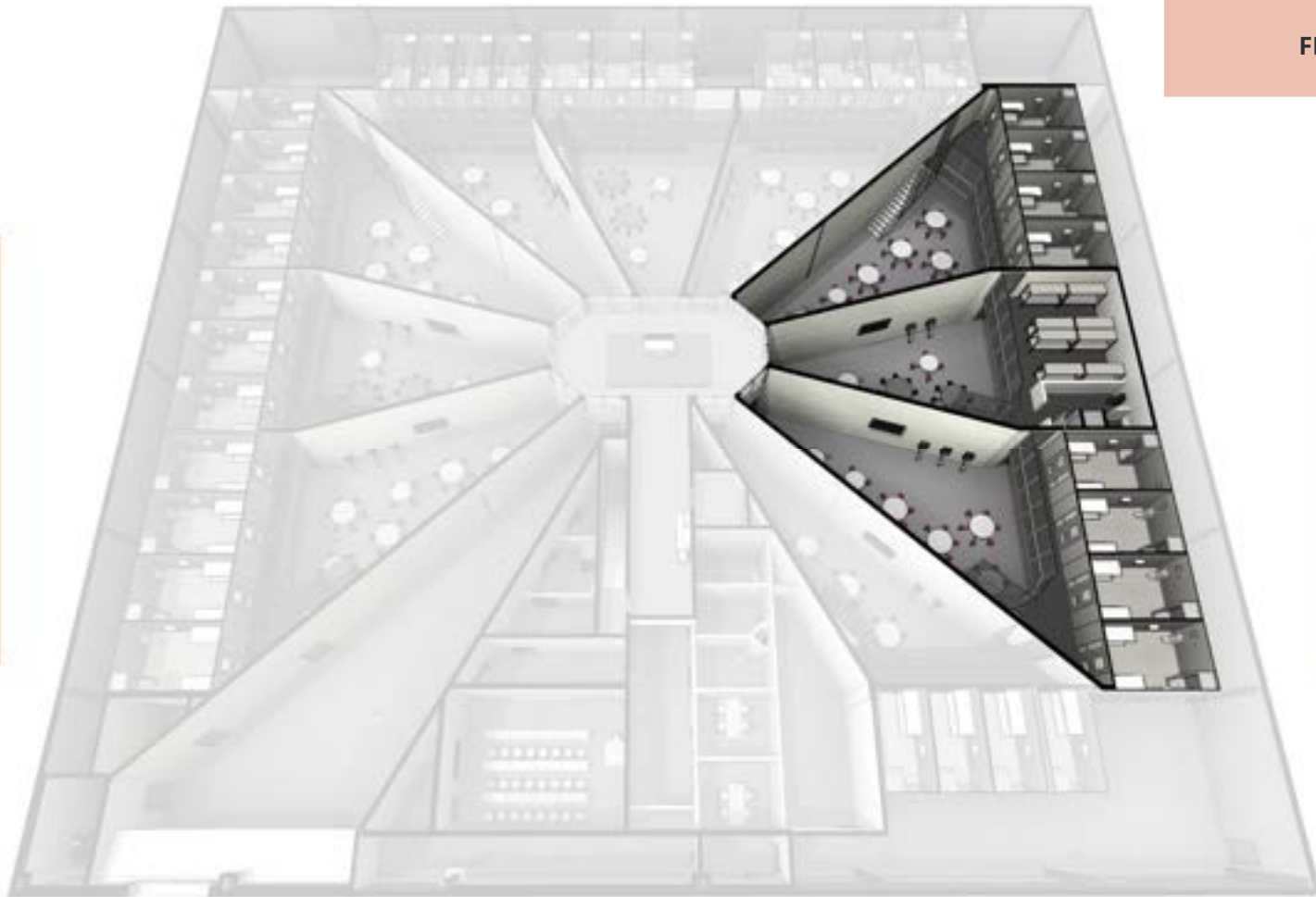
PODULAR DESIGN

FLEXIBILITY



ALL CELLS

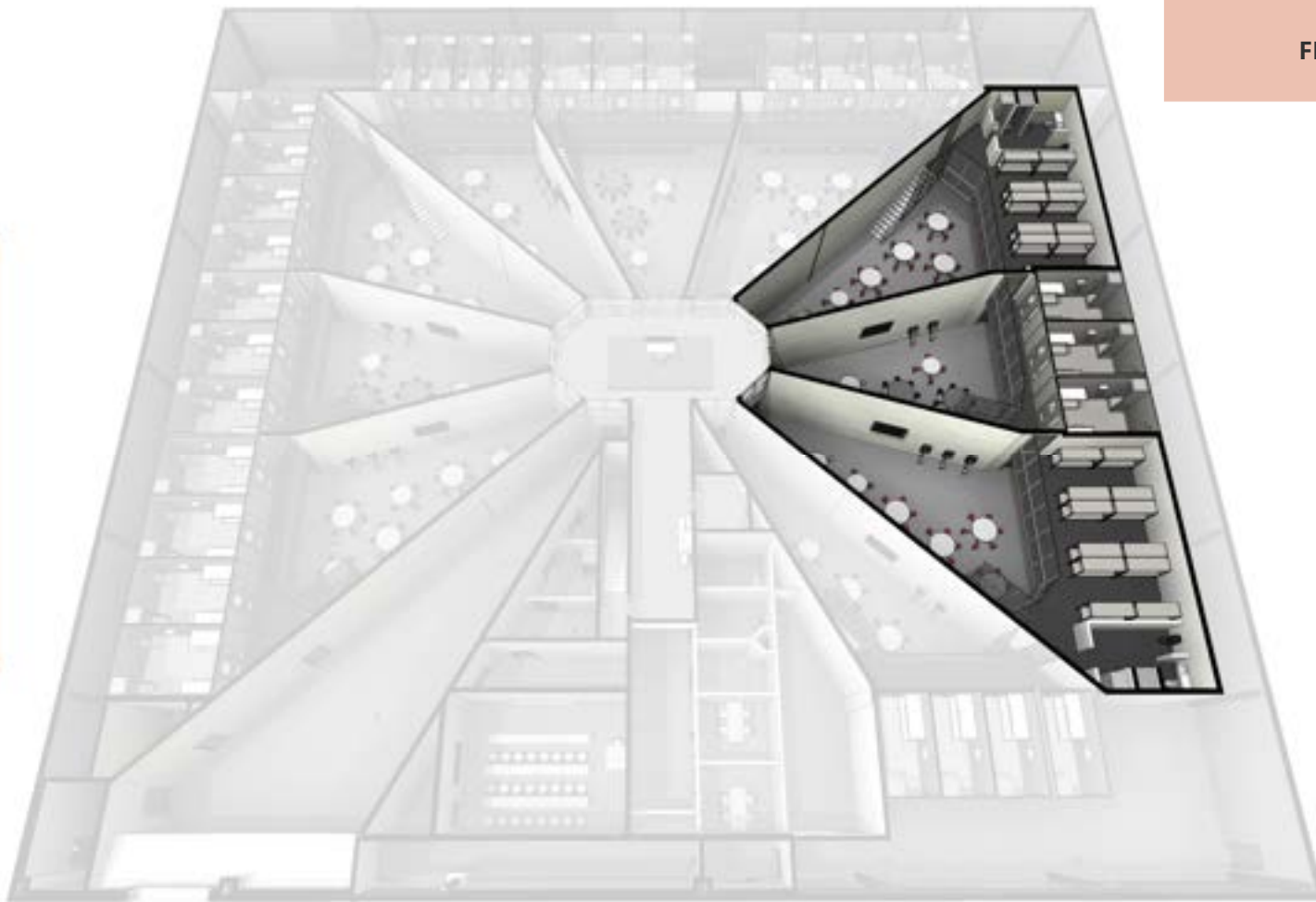
Housing blocks can be designed as cells (2-person or 4-person)



FLEXIBILITY

MODULAR DESIGN

Or blocks can be designed as dormitories



FLEXIBILITY

PODULAR DESIGN

More dormitory examples



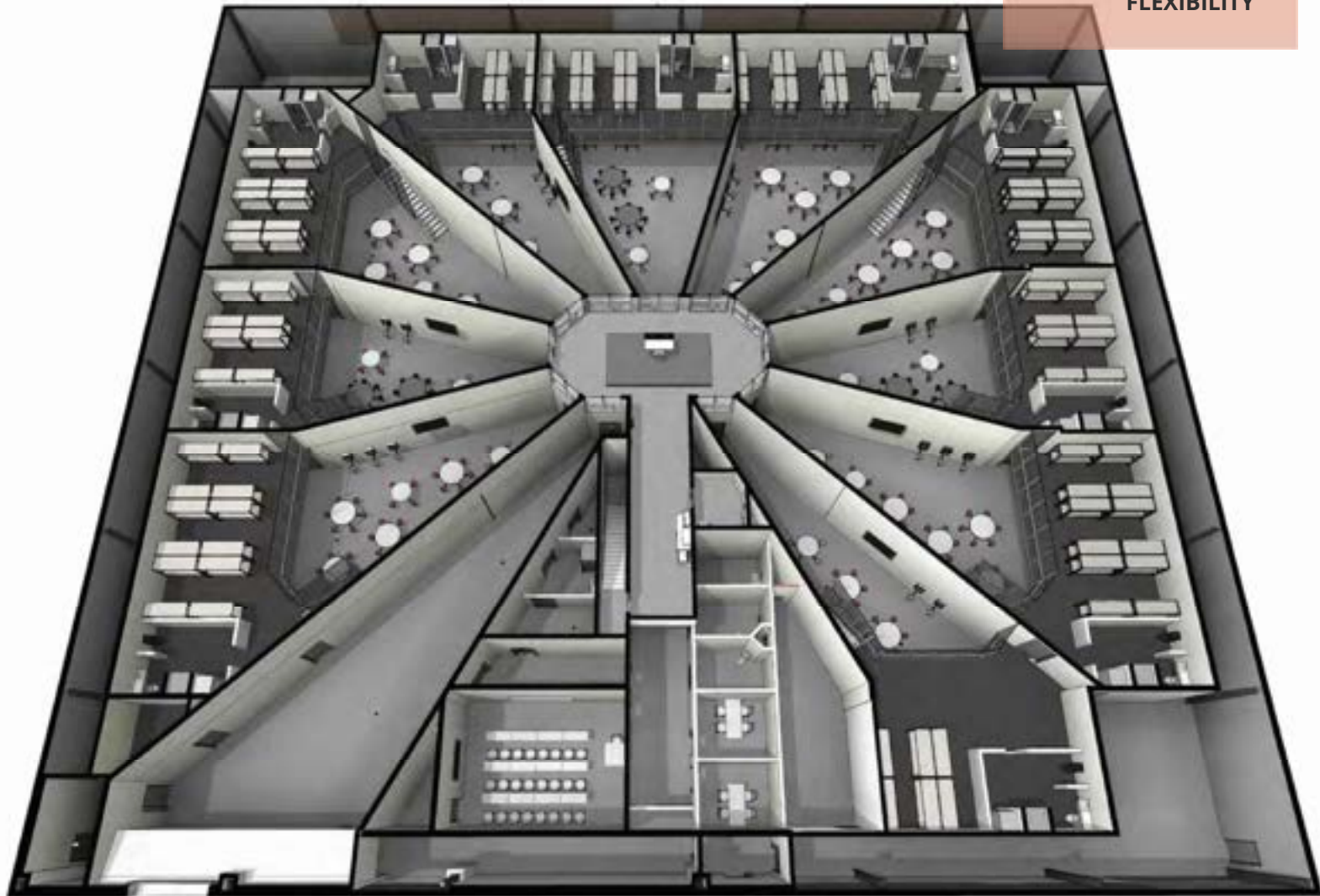
FLEXIBILITY



**SHELLED FOR
FUTURE EXPANSION**

PODULAR DESIGN

FLEXIBILITY



MODULAR DESIGN

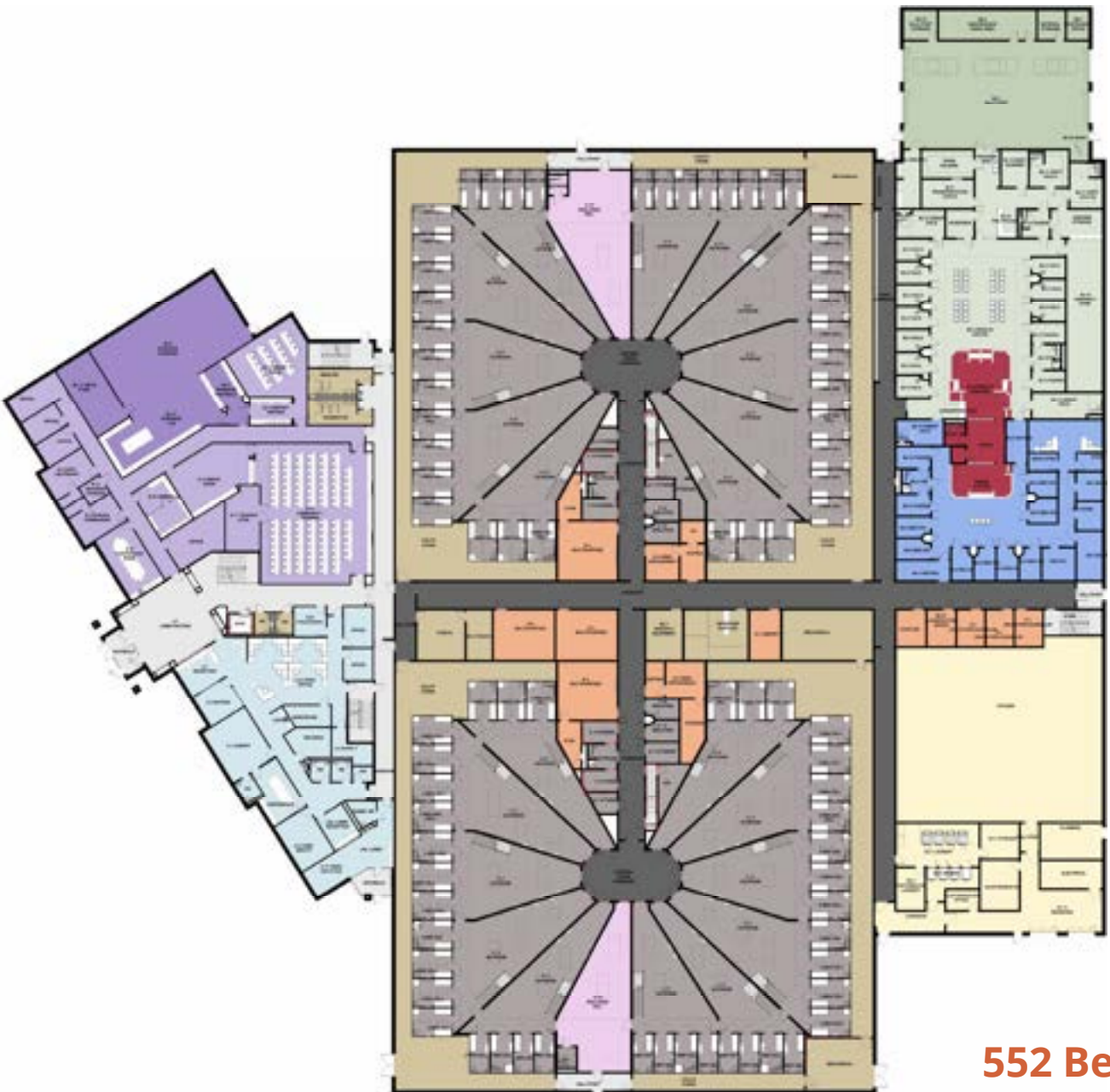
More dormitory examples

CONCEPTUAL DESIGN



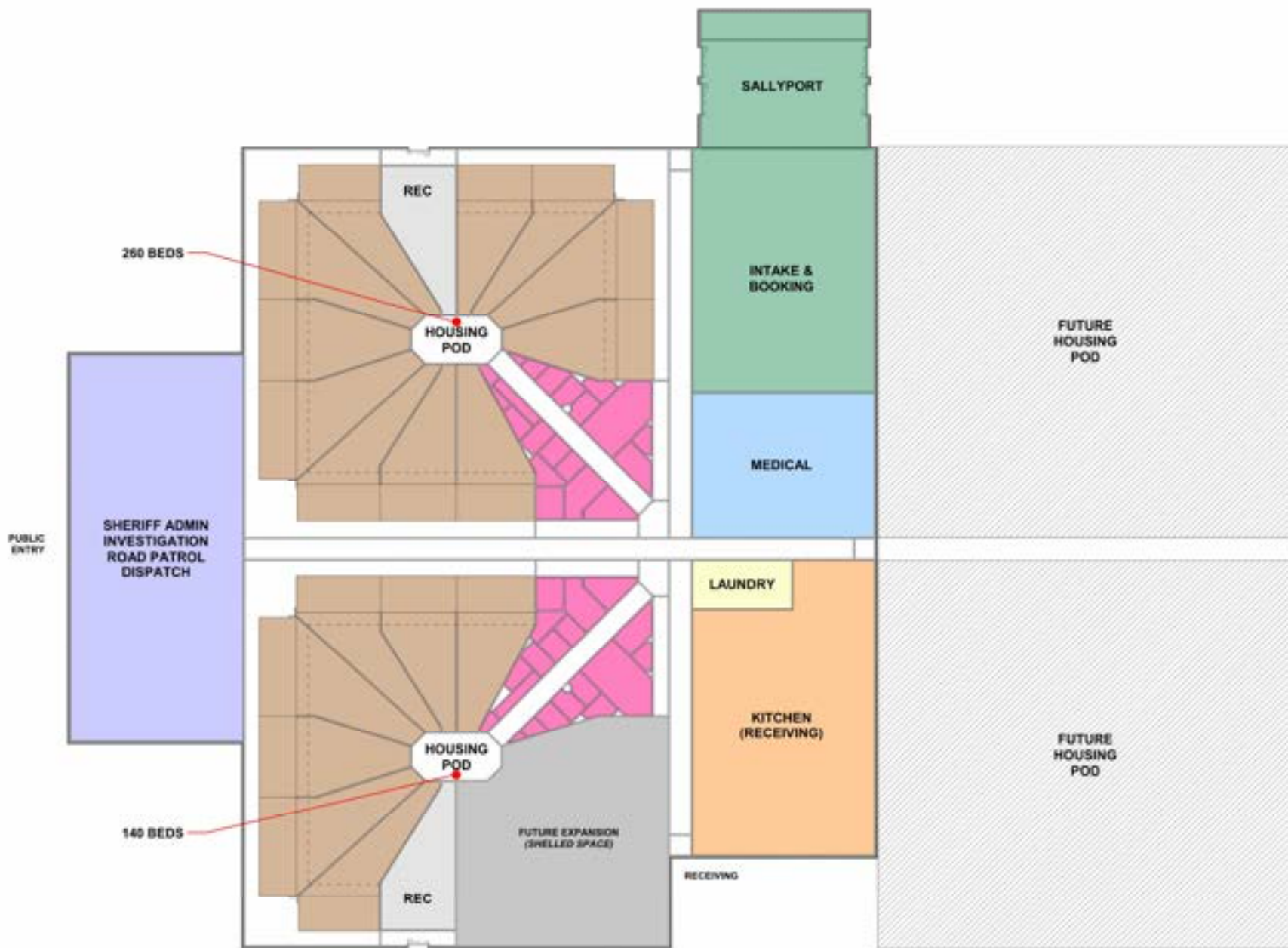
06

EXAMPLE SHERIFF'S OFFICE & JAIL PROJECT



552 Bed Facility
8 Padded Cells
8 Medical Cells
5 Group Hold





CONCEPTUAL DESIGN

400 General Housing Beds
8 Padded Cells
15 Medical Cells
5 Group Hold



STAFFING & OPERATIONAL COSTS



07

MONROE COUNTY JAIL - STAFFING ANALYSIS - 8.25 HR Shifts

Position	Ref. Number	Days	Evenings	Nights	Total Positions	Relief Factor**	Total Staff
Administration							
Jail Commander		1.00	0.00	0.00	1.00	1.00	1.00
Assistant Jail Commander		1.00	0.00	0.00	1.00	1.00	1.00
Captain		1.00	1.00	1.00	3.00	1.00	3.00
Subtotal		3.00	1.00	1.00	5.00		5.00
Security							
Sergeants		3.00	3.00	3.00	9.00	1.00	9.00
Corporals		3.00	3.00	3.00	9.00	1.00	9.00
Jail Officers		20.00	11.00	9.00	40.00	1.00	40.00
Part-time Officers		0.00	3.00	3.00	6.00	1.00	6.00
Subtotal		26.00	20.00	18.00	64.00		64.00
Support Services							
Head Cook		1.00	0.00	0.00	1.00	0.00	0.00
Part-time Cook		2.00	0.00	0.00	2.00	0.00	0.00
Subtotal		3.00	0.00	0.00	3.00		0.00
Program Services							
Medical (Contracted)		2.00	0.00	0.00	2.00	0.00	0.00
Subtotal		2.00	0.00	0.00	2.00	0.00	0.00
Summary							
Administration		3.00	1.00	1.00	5.00		5.00
Security		26.00	20.00	18.00	64.00		64.00
Support Services		3.00	0.00	0.00	3.00		0.00
Program Services		2.00	0.00	0.00	2.00		0.00
TOTAL		34.00	21.00	19.00	74.00		69.00

Existing Staff Count = 63

** Relief Factor included

STAFFING & OPERATIONAL COSTS



STAFFING & OPERATIONAL COSTS

MONROE COUNTY JAIL - STAFFING COST PROJECTIONS						
Jail Facility						
Staff Position	Number of Staff		Avg. Salary	Total Salaries		Comments
	Existing	Planned		Existing	Planned	
Jail Commander	1.00	1.00	\$108,119.00	\$108,119.00	\$108,119.00	
Assistant Jail Commander	1.00	1.00	\$102,919.00	\$102,919.00	\$102,919.00	
Captain	3.00	3.00	\$79,581.00	\$238,743.00	\$238,743.00	
Sergeant	9.00	9.00	\$66,258.00	\$596,322.00	\$596,322.00	
Liason/Corporal/Corrections Office	43.00	55.00	\$62,660.00	\$2,694,380.00	\$3,446,300.00	
Support Staff	5.00	5.00	\$66,681.00	\$333,405.00	\$333,405.00	(Maintenance, Administration, Coordinator, etc.)
Part-time Officers	6.00	6.00	\$25,000.00	\$150,000.00	\$150,000.00	
Other Pay	0.00	0.00	\$77,787.00	\$77,787.00	\$77,787.00	(Specialty, cook pt., Bonus, longevity)
	0.00	0.00	\$0.00	\$0.00	\$0.00	
Subtotal	68.00	80.00	0.00	\$4,301,675.00	\$5,053,595.00	existing 63 includes part-time
Overtime				\$156,500.00	\$156,500.00	
Benefits				\$1,861,908.00	\$1,850,000.00	Fica,Perf,Self Insu.
Total Staffing Cost				\$6,320,083.00	\$7,060,095.00	

***Depending on location of facility, there may be a need for 2-4 more transport officers

MONROE COUNTY JAIL - OPERATING COST ANALYSIS			
Jail Facility			
Item	Cost		Comments
	Existing	Proposed	
Personnel Services			
Salaries	\$6,320,083.00	\$7,210,095.00	
Supplies			
Locks, Keys, ETC	\$354.00	\$566.40	1.6 Multiplier
Postage Supplies	\$1,500.00	\$2,400.00	1.6 Multiplier
Ammo/Film Processing	\$1,000.00	\$1,600.00	1.6 Multiplier
Inmate Clothing	\$10,500.00	\$16,800.00	1.6 Multiplier
Training Supplies	\$7,000.00	\$11,200.00	1.6 Multiplier
Fuel	\$10,000.00	\$16,000.00	1.6 Multiplier
Mattresses	\$12,000.00	\$19,200.00	1.6 Multiplier
Office Supplies	\$21,957.00	\$35,131.20	1.6 Multiplier
Maintenance/Repair Sup	\$70,300.00	\$112,480.00	1.6 Multiplier
Operational Supplies	\$120,000.00	\$192,000.00	1.6 Multiplier
Professional Services/Other Supplies	294 inmates	475 inmates	
Uniforms & Accessories	\$81,000.00	\$129,600.00	1.6 Multiplier
Medical Services	\$1,576,000.00	\$2,521,600.00	1.6 Multiplier
Contractual	\$10,000.00	\$16,000.00	1.6 Multiplier
Equipment	\$15,000.00	\$24,000.00	1.6 Multiplier
Meals for Prisoners	\$430,000.00	\$688,000.00	1.6 Multiplier
Inmate Library Services	\$8,000.00	\$12,800.00	1.6 Multiplier
Inmate Education - GED	\$5,000.00	\$8,000.00	1.6 Multiplier
Maint - Video Imaging	\$2,500.00	\$0.00	Housed out of county
Booking, Printing, Signs	\$3,000.00	\$4,800.00	1.6 Multiplier
Inmate Law Library	\$4,800.00	\$7,680.00	1.6 Multiplier
Uniforms Correction Officers PT	\$10,000.00	\$16,000.00	1.6 Multiplier
Comm. Repair/Services	\$10,000.00	\$16,000.00	1.6 Multiplier
Training/Travel	\$15,000.00	\$24,000.00	1.6 Multiplier
Contractual	\$25,000.00	\$40,000.00	1.6 Multiplier
Inmate Offsite Housing	\$33,000.00	\$39,600.00	1.2 Multiplier
Maintenance & Repair	\$35,000.00	\$42,000.00	1.2 Multiplier
Operating Expense Subtotal	\$8,702,194.00	\$11,017,472.60	
Utilities and Maintenance/Repairs			
Facility Maintenance			Utilities not included
Utility (Water, Electric, Gas, Sewer)			
Salt (Softener)			
Maintenance & Repair			
Utility/Maintenance Expense Subtotal	\$2,500.00	\$5,000.00	
Total Operating Expense	\$8,704,694.00	\$11,022,472.60	\$2,317,778.60

STAFFING & OPERATIONAL COSTS



STATEMENT OF PROBABLE COST



80

PROPOSED NEW FACILITY COST ESTIMATE

Monroe County Jail and Sheriff's Office				
Statement of Probable Cost				
Component	Area (SF)	Unit Cost	Cost (USD)	Comments
1. Sheriff's Administration	7,017	\$ 325 Per SF	\$ 2,280,655	
2. Courts	2,155	\$ 325 Per SF	\$ 700,440	
3. Law Enforcement	13,876	\$ 325 Per SF	\$ 4,509,765	
4. Investigations	11,153	\$ 325 Per SF	\$ 3,624,628	
5. Operations	2,202	\$ 325 Per SF	\$ 715,715	
6. Intake and Processing	16,888	\$ 625 Per SF	\$ 10,555,188	
7. Medical	5,481	\$ 625 Per SF	\$ 3,425,500	
8. Confinement Housing	62,747	\$ 625 Per SF	\$ 39,216,938	
9. Program	6,038	\$ 400 Per SF	\$ 2,415,000	
10. Kitchen/Food Preparation	11,369	\$ 500 Per SF	\$ 5,684,375	
11. Laundry	2,025	\$ 400 Per SF	\$ 810,000	
12. Mechanical/Electrical/Support	6,169	\$ 350 Per SF	\$ 2,159,010	
13. Other Areas	0	\$ 200 Per SF	\$ -	
Subtotal	149,427			
Total Construction Cost		\$509.26	\$76,097,213	
Project Contingency		5%	\$3,804,861	
Design Contingency		5%	\$3,804,861	
Soft Costs		20% Est.	\$15,219,443	Finance, FF&E etc.
Soft Costs Subtotal			\$22,829,164	
Total Project Costs			\$98,926,376	
Project Range			\$91,506,898	RANGE \$106,345,854

*site development costs included in Unit Costs above

** costs above do NOT include property purchase price

ARCHITECTURAL
SPACE PROGRAM





OUT OF COUNTY HOUSING COSTS

60

HOUSING INMATES IN OTHER COUNTIES (TEMPORARY DURING REMODEL)

Renovating the existing Monroe County Jail will require relocating the existing courts for two-years during construction. It will also require relocating and transporting the existing inmates to other county jails around the state. The calculations and costs of this are included below.

Transporting mileage and vehicles existing inmates

- $\$244,550 \times 2 \text{ years} = \$489,100$
- Additional staff and vehicle maintenance for a 2-year period = $\$500,000$

Out of County Housing for existing inmates

- $258 \text{ inmates} \times \$55 \text{ per day} \times 730 \text{ days (2 years)} = \$10,358,700$

RELOCATION OF COURT SERVICES:

Relocation of court services for two years:

- $54,380 \text{ square feet (Existing 2}^{\text{nd}} \text{ and 3}^{\text{rd}} \text{ floor s.f.)} \times 2 \text{ years} \times 30 \text{ dollars per square foot for rental} = \$3,262,800$

Cost of relocation (Moving of furniture, IT equipment, security, phones/TVs/computers, etc.):

- A lump sum median of $\$2,000,000$

OUT OF COUNTY
HOUSING COSTS

HOUSING INMATES IN OTHER COUNTIES The current facility is rated at 294 beds and it has been at capacity and higher as indicated by recent data. However, the county has reached a settlement agreement that keeps the facility at 258 beds. Data projections indicate that the population may be as high as 475 in 20 years. If additional beds are not provided, then the population that will need to be housed out of county is estimated at 45 today and increases by 45 every 5 years and ends up at 181 in 20 years ($258-475 = 217/4 = 54.25$). *With classification inefficacies the need for out of county housing would be approximately 20% higher than shown.*

Housing (\$55/day per diem, increasing \$1 for each 5-year period)

- Year 1 – 5: \$1,084,050 (54 x \$55 x 365)
- Year 6 – 10: \$2,207,520 (108 x \$56 x 365)
- Year 11 – 15: \$3,370,410 (162 x \$57 x 365)
- Year 16 – 20: \$4,572,720 (216 x \$58 x 365)

○ Subtotal \$11,234,700

Staffing

- Years 1 – 10: (assumes 10 transport officers, salary + est. benefits) = \$6,000,000 (\$60,000 x 10)
- Years 11 – 20: (assumes 12 transport officers, salary + est. benefits) = \$7,800,000 (\$65,000 x 12)

○ Subtotal \$13,800,000

Vehicle Costs for 20 years including fuel, vehicle + replacement, maintenance

- Initial 10 vehicle cost - \$500,000
- 36,500 miles per vehicle, 10 vehicles = 365,000 miles/year x \$0.67/mi = \$244,550 x 10 years = \$2,445,500
- Replace vehicles every 5 years = \$1,500,000
- Add 2 vehicles for years 11 – 15 = \$100,000; Add 2 vehicles for years 16 – 20 = \$100,000
- 36,500 miles per vehicle, 12 vehicles = 438,000 miles/year x \$.70/mi = \$306,600 x 10 years = \$3,066,000

○ Subtotal \$7,711,500


** This total does not include medical costs for inmates, salary increases, vehicle and fuel cost increases or other related costs (insurance, etc.).

It is important to note that this scenario assumes that the existing facility will be utilized and therefore, major renovations would need to be done.

• Out Of County Housing (20 Years)	\$32,746,200
• Out of County Housing for current inmates during renovation + transport	\$11,347,800
• Relocation of court services for two years	\$5,262,800
• Total	\$49,356,800

OUT OF COUNTY HOUSING COSTS





JAIL INSPECTION REPORTS

10

Report Summary

Critical Incidents

Natural Death Total	Suicide Total	Homicide Total	Escapes from Jail	Escapes from Custody	Walk Aways
0	0	0	0	0	0

Annual Manual Review

Annual report of Services prepared?	Is there a manual of policies and procedures?	Was the manual reviewed by all employees?	Has it been reviewed and updated since last inspection?	Date of manual review	Manual Reviewed by:	Liability Insurance Carrier
yes	Yes	Yes	Yes	2022-01-21	Sheriff/Jail Commander	One Beacon

Budget

Is there a written procedure for the handling of monies?	Is there a written jail cost record?	What was the date of the State Board of Accounts Audit?	Is there a written budget request prepared by the Sheriff?	Is there a written inventory of county jail property?
Yes	Yes	2022-08-18	Yes	Yes

2023 INSPECTION REPORT



2023 INSPECTION REPORT

Training Overview

Is there a written training and staff development plan?	Date of annual evaluation and revision	Training development plan reviewed by:	What amount did you request for a training allowance in your budget?	Was your training allowance approved?	if no Why wasnt the training allowance approved?
Yes	2022-01-28	Sheriff/Jail Commander	\$9,500	Yes	N/A

Training Specifics

Has each new jail officer received 80 hours of orientation and training, at the jail, prior to assignment?	Has each new jail officer received 40 hours of certified training through the Law Enforcement Training Board during their first year of employment?	Has each jail officer received 16 hours of documented training this year and the Jail Commander twenty-four 24 hours of training for those subjects outlined in the written staff development plan?	Has each authorized employee been trained and qualified in the past year with weapons?	Is this training documented?	Has every employee authorized to use a weapon been trained in the use of deadly force?
Yes	Yes	Yes	Yes	Yes	Yes

20 jail personnel qualified with a firearm.

2023 INSPECTION REPORT

Inmate Records

Does the intake form contain all the required information?	Are there proper records maintained on all inmates?	Are population movement records maintained on all inmates?	Is the inmate's medical record separate from the confinement record?
Yes	Yes	Yes	Yes

Written Policy/Plans

Is there a written policy concerning jail incident reports?	Is there a written policy regarding inmate records privacy?	Is there a written plan for preventative maintenance?	Is the preventative plan reviewed and/or updated annually?
Yes	Yes	Yes	Yes

Sensory Specifics

Is there 20 foot candles of light at desk level throughout the cell blocks at the time of inspection?	What was the cubic feet per minute of air flow movement on the day of inspection?	The noise level decibels at the time of inspection	What was the temperature at the time of inspection?
NA	NA	NA	NA

Appropriate Provisions

Was the clothing and bedding adequate for the prevailing temperature?	Was there both hot and cold running water in each cell at the time of inspection?	Is there one toilet and one shower for twelve 12 inmates in the activity area?
Yes	Yes	Yes

Receiving and Booking

Is the inmate receiving and booking area outside the inmate living area?	Is the inmate receiving and booking area inside the secured perimeter?	Does this area have proper weapons lockers outside of the secured perimeter?
Yes	Yes	Yes

Temporary Holding

Does it have proper temporary holding space?	Are there fixed benches in ample supply for its capacity?	Is there audio and visual communication in the temporary holding area?	Are there available toilets, washbasins with hot and cold running water in the temporary holding area?
Yes	Yes	Yes	Yes

2023 INSPECTION REPORT

Reception Area

Is there a booking area in the reception area?	Is there a medical examination area in the reception area?	Are there shower facilities in the reception area?	Is there secure storage for the inmate's personal property in the reception area?	Are there telephone facilities in the reception area?
Yes	Yes	Yes	Yes	Yes

Supplies and Storage

Are supply areas separate from inmate living and activity areas?	Is there adequate secure storage space for all supplies and equipment?	Are arsenals located outside the security perimeter of the inmate living and activity areas?
Yes	Yes	Yes

Special/Temporary Areas

Is there an area for inmates under special medical supervision?	Is there a special area for temporary detention of inmates under the influence of alcohol?	Is there a special area for temporary detention or padded cells for inmates that are violent, uncontrollable or self-destructive?	Are the previous areas equipped with audio-video monitoring?	Do inmates have access to a toilet and running water?
Yes	Yes	Yes	Yes	Yes

Population Overview

Is there a bed for all incarcerated inmates?	Total number of operational jail beds elevated at least 12 inches off the floor and permanently installed	Total inmate count on inspection day	Total inmates housed out of county	Average inmate daily population
Yes	294	NA	NA	NA

Specific Populations

Number of inmates sentenced to serve county time?	How many of these are sentenced to a work release program?	Is this an IDOC Holding Jail?	Total number of beds identified for IDOC holding	Number of L6 inmates being held for IDOC?
NA	NA	No	0	NA

2023 INSPECTION REPORT

Additional Specific Populations

Annual average number of Level 6 inmates	Number of sentenced inmates awaiting transfer to IDOC?	Number of inmates being held for the US Marshal or ICE?	Number of military prisoners?
NA	NA	0	0

Male/Female Populations

Number of adult males incarcerated	Average male inmate monthly population	Number of adult females incarcerated?	Average female inmate monthly population	Number of waived males less than 18 years old?	Number of waived females less than 18 years old?
NA	NA	NA	NA	0	0

Commissary

Did the State Board of Accounts approve your commissary policy?	Is Commissary under supervision of the jail administrator or contractor?
Yes Kirsten Elliott manages commissary fund.	Jail Administrator

Sanitation

Is cleaning equipment available to inmates daily?	Is the jail inspected weekly by a designated official?	Are written inspection reports maintained?	Are insect and rodent inspections made weekly?	Who is the licensed exterminator contract with?	Are plumbing fixtures functional?	Are faulty plumbing fixtures repaired promptly?
Yes	Yes	Yes	Yes	Scott Exterminators	Yes	Yes however jail is showing it's age and leakage is common so repairs occur frequently.

Emergency Preparedness

Are exits clearly marked, illuminated continuously and clear?	Is there a written evacuation plan for emergencies?	Are evacuation instructions in all living and working areas?	Is there documented quarterly fire evacuation drills?	Is there a written policy concerning safety, sanitation and supply control?
Yes	Yes	Yes	Yes	Yes

2023 INSPECTION REPORT

Board of Health and Fire Marshall inspections

Has the Sheriff requested the Board of Health to inspect the jail annually?	Has the Board of Health inspected the jail annually?	Has the Sheriff requested the state fire marshal to inspect the jail annually?	Has the state fire marshal inspected the jail annually?
Yes	Yes	Yes	No

Hygiene Provisions

Are suitable clothing, bedding and towels provided for the total inmate population?	Are all inmates provided with shaving materials, bar soap, toothpaste and toothbrush?	Do inmates shower upon admission to general population?	Are inmates afforded the opportunity to shower at least 3 times within every seven days?	Are haircuts available, upon request, at least every 6 weeks?	May inmates wear personal clothing to their trials?
Yes	Yes	Yes	Yes	Yes	Yes

Health Care

Is there a licensed physician responsible for medical screening at the jail?	Is there a licensed physician qualified for suicide screening and prevention services at the jail?	Are there written procedures for medical service delivery to inmates?	Are these procedures approved by a physician?	Are health care personnel licenses or certification on file with the Sheriff?	Do jail security regulations apply to medical personnel?
Yes	Yes	Yes	Yes	Yes	Yes

Health Care Supplies

Are there adequate space, equipment, supplies and materials for medical services available?	Are first aid kits available at the jail?	Are first-aid kits inspected and refilled according to the responsible physician that is contracted by your jail?
Yes	Yes	Yes

2023 INSPECTION REPORT

Medical Screening

Are inmates medically screened upon admission?	Has the doctor approved the medical screening form?	Are all inmates in jail given a medical examination within 14 days	Is this medical examination given by a physician or his designee?
Yes	Yes	Yes	Designee LPN Jama Tyler or one of the three full time nurses on staff will complete initial examination and if any issues are noted they are passed along to Dr. Silbert for review.

Standard Medical Care

Are inmates medical complaints collected daily?	Are medical and mental health complaints responded to by medically and mental health trained personnel?	Is there a physician available at least weekly to respond to medical complaints?
Yes	Yes	Yes
Rebeka Moore and another mental health worker manage psychiatric care for facility Dr. Silbert every Thursday.		

Emergency Medical Care

Is 24 hour emergency medical, dental care and psychiatric care available pursuant to a written plan and contract?	Is there a written emergency medical plan?	Does the jail have access to use an emergency medical vehicle	Does the jail have access to emergency On-call physicians and dentists services when the emergency health facility is not located in a near by community	What are the names of designated hospital emergency rooms or appropriate health facilities
Yes	Yes	Yes	Yes	Monroe County Hospital and IU Health Bloomington

Dental care is thru ACH contract.

Emergency Transportation

Emergency evacuation of inmates	Does the jail have security procedures that provide for the immediate transfer of inmates when appropriate	Who provides services for emergency psychological services
Yes	Yes	See #152

2023 INSPECTION REPORT

First Aid

Are all jail personnel first aid trained?	Is one person per shift trained in receiving screening?	Is one person per shift trained in CPR and/or AED?	Is one person per shift trained in common symptom recognition?	Is one person per shift trained to recognize symptoms of mental illness or intellectual disability?
Yes	Yes	Yes	Yes	Yes
AED located in medical				

Booking Refusal

Does jail refuse acceptance of an unconscious or critically injured person?	What is your BAC/BrAC cut off level for booking refusal?
Yes	.25%

Injury Response/Reporting

Are all injured inmates examined immediately by competent medical personnel?	Is a written description of the injury prepared?	Are photographs taken of the injury?
Yes	Yes	Yes

Medication Administration

Are prescribed medications given as per physician orders?	Are all persons administering medication trained by the responsible physician?	Are records of medication administered kept?	Did the physician approve the record form?	Is chronic care, convalescent care and medical preventive maintenance provided?
Yes	Yes	Yes	Yes	Yes

Medical Records

Did the inmate medical file contain all information approved by a responsible physician?	Is access to inmate medical records controlled by the responsible physician?
Yes	Yes

2023 INSPECTION REPORT

Food Services

Has the Sheriff established written policies and procedures concerning food, quantity and quality?	Is discipline by means other than denial of food?	Are meals served under supervision of the jail administrator or their designee?	Are records retained of meals served?	Date the meals have been approved by a qualified dietician and reviewed every 2 years?
Yes	Yes	Designee Kitchen administrator is Nikki Farris	Yes	NA

Food Preparation

Is there always less than 14 hours between meals?	Do inmates receive three meals a day?	Is there at least one hot meal served each day?	Are meals prepared in advance?
Yes	Yes	Yes	Yes

Normally three hot meals are served per day. Some days sandwiches are provided for one of the meals. Dietician Karyn Valentine IU Health #852181 prepares menu.

Food Sanitation

Are all food service areas and equipment inspected daily by administrative jail personnel?	Is all stored food placed on racks off the floor?	Is food covered while being transported to the inmate?	Is the kitchen floor cleaned daily?	Is the kitchen equipment cleaned daily?	Are walls and vents clean?
Yes	Yes	Yes	Yes	Yes	Yes

Food Sanitation Continued

Has the jail administrator requested the local Board of Health officer to inspect the kitchen facilities?	Date the local health officer or other qualified agency inspect it annually?	Are eating utensils sanitized after each use?	Is kitchen equipment operational?
Yes	NA	Yes	Yes

Offender Kitchen Workers

Do you use inmates in the kitchen?	Do kitchen inmates receive pre-service medical examinations?	Do kitchen inmates receive daily visual examinations?	Do kitchen inmates wear approved clothing for food handling?	Has the sheriff established, in writing, a control system to monitor and control food pilferage, misuse or spoilage?
Yes	All inmate kitchen workers are TB tested.	Yes	Yes	Yes

2023 INSPECTION REPORT

Special Diets

Are medical diets served when approved by the responsible physicians?	Are religious diets served when accessible and authorized by the sheriff?
Yes	Yes

Security and Control

Is there an established manual of policies for security and control?	Is it accessible and reviewed by all jail personnel?	Is it reviewed and updated annually and documentation provided?
Yes	Yes	Yes

Security and Control Training

Have jail officers been trained consistent with the manual?	Have pre and post training exams been administered?	Have the results been made a part of the employee's records?
Yes	Yes	Yes

Locks and Keys

Is there an extra set of jail keys securely stored?	Are security doors & security locks repaired promptly?	Are security doors and security locks functional?
Yes	Non compliant 210 IAC 3-1-13 (g). Yes, however as reported in last years inspection report, some of the minimum security door locks in the POD areas are still failing and easily defeated causing security issues.	No

Weapons

Are written reports prepared when a weapon is discharged by jail personnel?	Are weapons restricted from designated areas?
Yes	Yes

Chemical Agent and Electronic Restraint Usage

Do you use Oleoresin Capsicum OC?	Is there a list of persons authorized to use Oleoresin Capsicum OC?	Have they been trained in OC usage?	Do you use conducted energy weapons?	Is there a list of persons authorized to use conducted energy weapons?	Have they been trained in the use of electronic devices?	If a person is injured by a chemical agent, does he receive an immediate medical examination?
Yes	Yes	Yes	Yes	Yes	Yes	Yes

Shock gloves are utilized.

2023 INSPECTION REPORT

Communication Control Center

Is there a communication control center?	Was it secured?	Is there an audio communication system between the control center and the inmate living area?
Yes	Yes	Yes

Emergency Generator

Is there an emergency generator?	Is it functional?	Is it tested weekly?	What day is it tested?
Yes	Yes	Yes	Every Friday

Safety and Security

Is security equipment sufficient to meet facility needs and stored in a secure readily accessible area?	Are all doors on security perimeters kept locked?	Do you prohibit a jail officer from entering a high security cell area without a back-up?
Yes	Yes	Yes

Authorized and Unauthorized Property

Are contraband searches held?	Are written reports made of items confiscated?	Are inmates informed of their authorized articles?	Is there a written policy concerning contraband, searches and seizures?	Is smoking or tobacco based products within the jail prohibited?
Yes	Yes	Yes	Yes	Yes

E-cigs only.

Searches

Are contact visitors and inmates searched?	Are all inmates searched before leaving or returning to the jail?
N/A	Yes

No contact visits authorized.

Staffing Specifics

Is there sufficient jail personnel present in the jail to provide adequate 24 hour supervision of inmates?	How was your number of sufficient jail personnel established?	Is there personal observation of the inmate at least every sixty minutes during lockdown hours at night?	How is this observation documented?	Is there written policy on male-female supervision by male-female staff?	Are privacy rights considered in this policy?
Yes	NA	Yes	NA	Yes	Yes

2023 INSPECTION REPORT

Segregation

Are there written policies for segregation of inmates?	Do jail officials review the status of the inmate at least once every seven days	Does time spent confined or separated from the general population before determination of guilt credit toward the period of segregation imposed?	Does the disciplinary segregation period exceed thirty 30 day for any single instance of disciplined conduct without review?	Do jail officials maintain a permanent written record of activity in segregation areas?
Yes	Yes	Yes	Yes	Yes

Facility Visits

Is each area of the jail visited by the Sheriff or his designee at least once weekly?	Is each area of the jail visited by supervisory staff daily?	Are these visits documented?
Yes	Yes	Yes

Offender Access

Are inmates prevented from supervising or exerting control or assuming any authority over other inmates?	Do inmates have access to courts?	Do inmates have confidential access to attorneys?	Do inmates have reasonable access to an adequate law library, if operating pro se?	Are all forms of discrimination of inmates forbidden?	Do inmates have access to reading material not pornography?	Do inmates have religious freedom where security is not broken?
Yes	Yes	Yes	Kiosk with law library and law books available. Fast Case was installed in 2022.	Yes	Yes request is made thru kiosk for library reading material.	Yes

Recreation

Is physical exercise available indoor?	Is physical exercise available outdoor?	Is refusal of recreation documented?
Yes	Yes	Yes

2023 INSPECTION REPORT

Inmate List

Do you provide a list of all inmates, sentenced and incarcerated, to the county clerk quarterly, as required by IC 3-7-46-6?	Is there a written inmate work assignment record?
Yes	Yes

Grievance Policy

Is there a written grievance policy and procedure?	Is it distributed to the inmates to sign?
Yes	Yes

Visitation and Phone Calls

Is there a written jail visitation policy and procedure?	Is there a written jail telephone policy and procedure for inmates?	Is there jail visitor registration?
Yes	Yes	Yes

Offender Mail

Is there a written procedure governing inmate correspondence?	Is mail unlimited in volume?	May inmates correspond within the jail by mail?	Do you forbid the opening or censoring of mail for government officials, courts, attorneys or news media?	If mail is delayed, censored, or withheld, is the inmate given prompt notice?	Is there a written record of this action?	Are indigent inmates provided free writing supplies?
Yes	Yes	No	Yes	Yes	Yes	Yes

Only with permission of Jail Commander.

Inmate Conduct

Are there written rules of inmate conduct for the inmates to sign?	Do they describe disciplinary actions to be taken?	Do they describe the procedure to be followed?	Are copies of rules distributed to inmates or posted in the living areas?	Do you prohibit the use or physical force as a discipline?
Yes	Yes	Yes	Yes	Yes

2023 INSPECTION REPORT

Inmate Conduct Discipline

Have personnel been trained as to inmate rules of conduct?	Have personnel been trained as to sanctions available?	Are all disciplinary standards met?	Are disciplinary hearings provided for and held?	Are these consistent with the standards?	Are there provisions for an appeal?
Yes	Yes	Yes	Yes	Yes	Yes. First to Jail Commander then to the Sheriff.

Inmate Intake

Is there a written plan for classification of inmates?	Are there written procedures governing reception and orientation?	Is the inmate's personal property inventoried and securely stored?	Is the inmate's money securely stored?	Does the inmate sign for his property upon release?
Yes	Yes	Yes	Inmate Trust Fund	Yes

Special Intakes

Are inmates with contagious diseases separated?	Are intoxicated inmates segregated?	Are inmates experiencing drug withdrawal segregated?	Are inmates experiencing mental conditions segregated?
Yes	Yes	Yes	Yes

Education

Have arrangements been made for the provision of special education services as needed?	Does the jail provide GED or TASC services?	Does the jail provide any substance abuse counseling services in the jail?
Yes	NA	NA

Community Corrections

Does the county have a Community Corrections program?	Is the Community Corrections program on the same grounds as the jail?	Is the Community Corrections program under the supervision of the Sheriff, County Judges or Contracted?
Yes	Yes	Judge oversees program which has a board that is chaired by Linda Brady Chief Probation Officer.

Created and Reviewed by

Created by:	Reviewed by:
Jeff Groh	James Businger



REGIONAL JAIL LETTERS

11

This questionnaire was sent to the following counties: Brown, Green, Jackson, Lawrence, and Morgan.

(a) After June 30, 2018, a county may not begin the construction or reconstruction of a county jail or submit final plans and specifications for the construction or reconstruction of a county jail to the department of correction under IC 11-12-4-5, unless the county executive first:

- (1) prepares or causes to be prepared a feasibility study of possible alternatives to the construction or reconstruction of the county jail; and
- (2) holds a public hearing on the feasibility study.

(b) The feasibility study and public hearing under subsection (a) are not required for the construction or reconstruction of a county jail in the case of a county in which the county executive before July 1, 2018, has voted on or otherwise approved a proposal or contract concerning the construction or reconstruction of the county jail.

(c) The feasibility study required by subsection (a) must include the following information:

- (1) *The feasibility of housing inmates in the county jail of another county or in a multicounty jail established by two (2) or more counties.*
- (2) A projection of the county's future jail needs and an estimate of the number and characteristics of future inmates.
- (3) Provide Owner's Financial Advisor any data regarding estimates of the Project costs necessary for its determination of tax rates and debt service amounts that would result from the proposed project

(d) The county executive shall allow the public to testify at the public hearing on the feasibility study required by subsection (a). Notice of the public hearing must be given in accordance with IC 5-3-1. The notice must state that on the given day, time, and place, the county executive will meet to discuss the feasibility study and hear testimony from the public regarding the feasibility study.

County Sheriff _____ Sheriff

- 1- **interested in** exploring the possibility of a regional jail with the other counties in the area.
- 2- **not interested** in exploring the possibility of a regional jail with the other counties in the area.

County Commissioners _____ President

- 1- **interested in** exploring the possibility of a regional jail with the other counties in the area.
- 2- **not interested** in exploring the possibility of a regional jail with the other counties in the area.

County Council _____ President

- 1- **interested in** exploring the possibility of a regional jail with the other counties in the area.
- 2- **not interested** in exploring the possibility of a regional jail with the other counties in the area.

County: _____ **Please circle your response, sign, and date.**

REGIONAL JAIL LETTER





FEDERAL PERFORMANCE BASED DETENTION STANDARDS

12

PERFORMANCE STANDARDS: BUILDING AND SAFETY CODES

The facility complies with professional building and fire safety codes to help ensure the safety of all persons within the facility.

Check the box on the left if the facility meets the standard. Check the box on the right if the facility does not meet the standards indicated.

PERFORMANCE STANDARDS

Building Codes

-  5-ACI-2A-01 (Ref. 4-4123): The institution conforms to applicable federal, state, and/or local building codes.


Fire Codes

- 5-ACI-2A-02 (Ref. 4-4124): (MANDATORY) The institution conforms with applicable federal, state, and/ or local fire safety codes. Compliance is documented by the authority having jurisdiction. A fire alarm and automatic detection system are required, as approved by the authority having jurisdiction, or there is a plan for addressing these or other deficiencies within a reasonable time period. The authority approves any variances, exceptions, or equivalencies that do not constitute a serious life safety threat to the occupants or the facility.


Physical Plant

-  5-ACI-2A-03 (Ref. 4-4427): Equipment, supplies, and materials for health services are provided and maintained as determined by the health authority.


Facility Size

-  5-ACI-2B-02 (Ref. 4-4126): The facility should encourage staff/inmate interaction. The facility has a management system that provides staff with the authority to make decisions, and the ability to make recommendations regarding security, classification, services, and programs for inmates.

Unit Size

-  **5-ACI-2B-03 (Ref. 4-4127):** The maximum size of a single management unit is variable and is based on the characteristics of its inmate population. The exact size of each management unit is determined by (1) the security classification of the inmate occupants (higher security levels require smaller unit size), and (2) the ability of staff to complete regular security checks, maintain visual and auditory contact, maintain personal contact and interaction with inmates, and be aware of unit conditions.

Inmate Sleeping Areas


-  **5-ACI-2C-01 (Ref. 4-4132):** Cells/rooms used for housing inmates shall provide at a minimum, 25 square feet of unencumbered space per occupant. *Unencumbered space* is usable space that is not encumbered by furnishing or fixtures. At least one dimension of the unencumbered space is no less than seven feet. In determining unencumbered space in the cell or room, the total square footage is obtained, and the square footage of fixtures and equipment is subtracted. All fixtures and equipment must be in operational position.

-  **5-ACI-2C-02 (Ref. 4-4133):** Written policy, procedure, and practice provide that single-occupancy cells/ rooms shall be available, when indicated, for the following:


- + inmates with severe medical disabilities
- + inmates suffering from serious mental illness
- + sexual predators
- + inmates likely to be exploited or victimized by others
- + inmates who have other special needs for single housing

When confinement exceeds 10 hours a day, there is at least 80-square feet of total floor space, of which 35-square feet is unencumbered space.


Cell Furnishing

-  **5-ACI-2C-03 (Ref. 4-4134):** Each inmate confined to a cell/room for ten or more hours daily is provided a sleeping area with the following: a sleeping surface and mattress at least 12 inches off the floor; a writing surface and proximate area to sit; storage for personal items; and adequate storage space for clothes and personal belongings.

Dayrooms


-  **5-ACI-2C-04 (Ref. 4-4135):** Dayrooms with space for varied inmate activities are situated immediately adjacent to the inmate sleeping areas. Dayrooms provide sufficient seating and writing surfaces and all furnishings are consistent with the custody level of the inmates assigned. Dayrooms provide a minimum of 35-square feet of space per inmate (exclusive of lavatories, showers, and toilets) for the maximum number of inmates who use the dayroom at one time, and no dayroom encompasses less than 100 square feet of space (exclusive of lavatories, showers, and toilets).

Toilets


-  **5-ACI-2C-05 (Ref. 4-4137):** Inmates have access to toilets and hand-washing facilities 24 hours per day and are able to use toilet facilities without staff assistance when they are confined in their cells/sleeping areas.

Toilets are provided at a minimum ratio of 1 for every 12 inmates in male facilities and 1 for every 8 inmates in female facilities. Urinals may be substituted for up to one-half of the toilets in male facilities. All housing units with three or more inmates have a minimum of two toilets. These ratios apply unless national or state building or health codes specify a different ratio.

Washbasins

-  **5-ACI-2C-07 (Ref. 4-4138):** Inmates have access to operable wash basins with hot and cold running water in the housing units at a minimum ratio of one basin for every 12 occupants, unless national or state building or health codes specify a different ratio.

Showers

-  **5-ACI-2C-09 (Ref. 4-4139):** Inmates have access to operable showers with temperature-controlled hot and cold running water, at a minimum ratio of one shower for every 12 inmates. Water for showers is thermostatically controlled to temperatures ranging from 100 degrees Fahrenheit to 120 degrees Fahrenheit to ensure the safety of inmates and to promote hygienic practices. These ratios and temperatures shall apply unless national or state building or health codes specify a different ratio.

Housing for the Disabled



-  **5-ACI-2C-11 (Ref. 4-4142):** Inmates with disabilities are housed in a manner that provides for their safety and security. Housing used by inmates with disabilities is designed for their use and provides for integration with other inmates. Programs and services are accessible to inmates with disabilities who reside in the facility.

Light Levels



-  **5-ACI-2D-01 (Ref. 4-4145):** Lighting throughout the facility is determined by the tasks to be performed, interior surface finishes and colors, type and spacing of light sources, outside lighting, and shadows and glare.

5-ACI-2D-02 (Ref. 4-4146): Lighting in inmate rooms/cells is at least 20-foot-candles at desk level and in personal grooming areas, as documented by a qualified source, and is checked at least once per accreditation cycle.



Natural Light (Inmate Rooms/Cells)

-  **5-ACI-2D-03 (Ref. 4-4147): (Existing only).** All inmate rooms/cells provide access to natural light.
-  **5-ACI-2D-04 (Ref. 4-4147-1): (Renovation, New Construction after June 1, 2008).** All inmate rooms/cells provide inmates with access to natural light by means of at least three-square feet of transparent glazing, plus two additional square feet of transparent glazing per inmate in rooms/cells with three or more inmates.


Natural Light (Dayrooms)

-  **5-ACI-2D-05 (Ref. 4-4147-2): (New Construction or Renovation after June 1, 2014).** Each dormitory provides inmates with access to natural light by means of at least 12 square feet, plus two additional square feet of transparent glazing per inmate in the dormitory.
-  **5-ACI-2D-07 (Ref. 4-4150):** Noise levels in inmate housing units do not exceed 70 dBA (A Scale). Measurements shall be conducted annually by a qualified source with at least one measurement taking place during nighttime and one measurement taking place during daytime.


Indoor Air Quality

-  **5-ACI-2D-08 (Ref. 4-4151): (Renovation, New Construction Only after January 1, 1990).** Circulation is at least 15 cubic feet of outside or recirculated filtered air per minute per occupant for cells/rooms, officer stations, and dining areas, as documented by a qualified technician and should be checked not less than once every 3-year accreditation cycle.
-  **5-ACI-2D-09 (Ref. 4-4152): (Existing).** Circulation is at least 10-cubic feet of fresh or recirculated filtered air per minute per occupant for inmate rooms/cells, officer stations, and dining areas, as documented by a qualified technician and should be checked not less than once every 3-year accreditation cycle.

Heating and Cooling


-  **5-ACI-2D-10 (Ref. 4-4153):** Temperatures in indoor living and work areas are appropriate to the summer and winter comfort zones.

Exercise and Recreation

-  **5-ACI-2E-01 (Ref. 4-4154):** Both outdoor and covered/enclosed exercise areas for general population in-mates are provided in sufficient number to ensure that each inmate is offered at least one hour of access daily. Use of outdoor areas is preferred but covered/enclosed areas must be available for use in inclement weather. Covered/enclosed areas can be designed for multiple uses as long as the design and furnishings do not interfere with scheduled exercise activities. The minimum space requirements for exercise areas are as follows:

- + Outdoor exercise areas in facilities where 100 or more inmates utilize one recreation area: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, but not less than 1,500 square feet of unencumbered space
- + Outdoor exercise areas in facilities where less than 100 inmates have unlimited access to an individual recreation area: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, but not less than 750-square feet of unencumbered space
- + Covered/enclosed exercise areas in facilities where 100 or more inmates utilize one recreation area: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, with a minimum ceiling height of 18 feet, but not less than 1,000-square feet of unencumbered space
- + Covered/enclosed exercise areas in facilities where less than 100 inmates utilize one recreation area: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, with a minimum ceiling height of 18 feet, but not less than 500-square feet of unencumbered space

Visiting

-  **5-ACI-2E-03 (Ref. 4-4156):** Sufficient space is provided for a visiting room or area for contact visiting and, if necessary, noncontact visiting. There is adequately designed space to permit screening and searching of both inmates and visitors. Space is provided for the proper storage of visitors' coats, handbags, and other personal items not allowed into the visiting area.

Classrooms

- 5-ACI-2E-04 (Ref. 4-4157):** (Renovation, New Construction Only after January 1, 1990). In institutions offering academic and vocational training programs, classrooms are designed in consultation with school authorities.

Dining

- 5-ACI-2E-05 (Ref. 4-4158):** There is space for group dining except when security or safety considerations justify otherwise, and the space is large enough to allow for meals to be served, affording each inmate the opportunity to have at least 20 minutes of dining time for each meal.

Housekeeping

-  **5-ACI-2E-08 (Ref. 4-4162):** Adequate space is provided for janitorial closets accessible to the living and activity areas. The closets are equipped with a sink and cleaning implements.


Clothing and Supplies

-  **5-ACI-2E-09 (Ref. 4-4163):** Space is provided in the institution to store and issue clothing, bedding, cleaning supplies, and other items required for daily operations.

Personal Property

-  **5-ACI-2E-10 (Ref. 4-4164):** Space is provided for storing the personal property of inmates safely and securely.


Mechanical Equipment

-  **5-ACI-2E-11 (Ref. 4-4165):** Separate and adequate space is provided for mechanical and electrical equipment.


Commissary/Canteen

-  **5-ACI-2E-12 (Ref. 4-4166):** Space is provided for an inmate commissary or canteen, or provisions are made for a commissary service.

Administrative Areas

-  **5-ACI-2F-01 (Ref. 4-4167):** Adequate space is provided for administrative, security, professional, and clerical staff; this space includes conference rooms, storage room for records, a public lobby, and toilet facilities.

Staff Areas

-  **5-ACI-2F-02 (Ref. 4-4168):** Staff needs are met through providing adequate spaces in locations that are convenient for use. Staff are provided with the following:

- + an area to change clothes and to shower
- + an area, room, and/or employee lounge that offers privacy from inmates and provides space for meals
- + access to exercise/physical training facilities and equipment
- + space for training
- + space for shift-change briefings
- + toilets and washbasins that are not used by inmates