

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # *B-11

Urgent

Routine

AGENDA DATE June 9, 2009

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval to Amend the Contract with Crout and Sida Criminal Justice Consultants, Inc for Professional Architectural Programming Services for the Public Safety Center Jail Expansion Project

STAFF RECOMMENDATIONS:

1. Amend the contract with Crout and Sida Criminal Justice Consultants, Inc. for professional architectural programming services for the Public Safety Center Jail Expansion Project.
2. Authorize the Chief Executive Office to sign the amendment to the agreement with Crout and Sida Criminal Justice Consultants, Inc. for professional architectural programming services for the Public Safety Center Jail Expansion Project at a cost not to exceed \$12,000 for this effort.

FISCAL IMPACT:

On June 3, 2008, the Board approved a contract with Crout and Sida Criminal Justice Consultants, Inc. at a cost not to exceed \$128,670 for the architectural programming services for the Public Safety Center Jail Expansion Project. This recommendation was consistent with the updated Public Safety Center Needs Assessment and Master Plan approved by the Board on June 26, 2007.

(Continued on Page 2)

BOARD ACTION AS FOLLOWS:

No. 2009-391

On motion of Supervisor Monteith, Seconded by Supervisor O'Brien

and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Grover, Monteith, and Chairman DeMartini

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

FISCAL IMPACT: (Continued)

Since that time, Chief Executive Office, Capital Projects, and Sheriff Detention staff have embarked on a comprehensive process of developing a pre-architectural facility program with a comprehensive list of interior and exterior space requirements, and staffing requirements for the expansion of the Stanislaus County Public Safety Center in collaboration with Crout and Sida Criminal Justice Consultants, Inc.

At this time, the Chief Executive Office is returning to the Board to seek approval to amend the contract architectural programming services with Crout and Sida Criminal Justice Consultants, Inc., for the Public Safety Center Jail Expansion Project at a cost no greater than \$12,000. Funds are available within the approved project budget.

With the Board's approval of this amendment, the total cost of the contract with Crout and Sida Criminal Justice Consultants, Inc., will increase from the original estimate of \$128,670 to \$140,670, and will enable staff to more effectively evaluate the efficiency of the current shift scheduling process used at the Sheriff's Adult Detention Division. The project is completely funded by Public Facility Fees (PFF) of \$2 million approved by the PFF Committee on February 21, 2008.

Upon completion of the additional analysis and to identify alternative schedule opportunities, Chief Executive Office, Capital Projects and Sheriff Department staff will return to the Board to provide a comprehensive and detailed programming phase report for space requirements by type and function as well as staffing requirements for future planning efforts associated with the Public Safety Center Jail Expansion Project

DISCUSSION:

On June 26, 2007, the Board of Supervisors accepted the Updated Public Safety Center Jail Needs Assessment and Public Safety Services Master Plan, and authorized staff to develop an overall implementation strategy which included the development of phasing options, funding options, and professional programming services, which included the expansion of the Stanislaus County Public Safety Center.

On March 4, 2008, the Board of Supervisors approved to proceed with the Public Safety Center Expansion Project, which included initiating an Environmental Review, and establishing a new Public Safety Center Capital Project budget of \$2 million.

On June 3, 2008, the Board approved a contract with Crout and Sida Criminal Justice Consultants, Inc. at a cost not to exceed \$128,670 for the architectural programming services for the Public Safety Center Jail Expansion Project. This recommendation was consistent with the updated Public Safety Center Needs Assessment and Master Plan approved by the Board on June 26, 2007. This effort included the development of a staffing plan for new facilities as well as a staffing review and analysis of the current detention facilities staffing levels.

In order to fully analyze jail staffing options, more work needs to be completed by the experts than we originally envisioned. Therefore, it is recommended that the contract with the Crout and Sida Criminal Justice Consultants, Inc., for architectural programming services and core staffing analysis for the Public Safety Center Jail Expansion Project to be amended more to provide detail on the staffing analysis portion. The additional analysis will enable staff to more effectively evaluate the staffing and shift model options.

The program completed during the initial stages of the programming phase conducted by Crout and Sida suggests an inefficiency with the current staffing shift pattern. The Adult Detention facility staff has used the 6/8-hour days on and 3-days off shift pattern for over 30 years.

Staff requests further services from Crout & Sida in order to conduct a re-evaluation of the existing 6/3 shift, including a fiscal review of the current shift schedule and the proposed "best fit" shift schedule. Furthermore, Crout & Sida will be asked to compare the 6/3 to any other potential shift pattern in order to analyze the "best fit" and provide a practical application of the alternative shift patterns, training schedules and annual estimated staffing costs for the Sheriff's Adult Detention Division both now and for any potential future expansion.

Upon completion of the additional analysis, Chief Executive Office, Capital Projects and Sheriff Department staff will return to the Board to provide a comprehensive and detailed programming phase report for space requirements by type and function as well as staffing requirements for future planning efforts associated with the Public Safety Center Jail Expansion Project

POLICY ISSUES:

Approval of this action supports the Board's priority of *A safe community* and the *Efficient delivery of public services*.

STAFFING IMPACT:

Current Capital Projects staff will supervise the contract for architectural programming services. There is no additional staffing impact.

Stanislaus Capital Projects
825 12th Street, Modesto, CA 95354
Phone: (209) 525-4380 Fax: (209) 525-4385

TRANSMITTAL

TO: Jim Sida
Crout & Sida Criminal Justice Consultants
949 Crest View Drive
Mesquite, NV 89027

SUBJECT: STANISLAUS COUNTY
REFERENCE: JAIL PROGRAMMING

DATE: 6/23/09

We are sending you X attached under separate cover the following material:

<input type="checkbox"/> Shop Drawings	<input type="checkbox"/> Change Order	<input type="checkbox"/> Specifications
<input type="checkbox"/> Copy of Letter	<input type="checkbox"/> Plans	<input type="checkbox"/> Computer Printout
<input type="checkbox"/> Prints	<input type="checkbox"/> Samples	<input type="checkbox"/> Updates

COPIES	DATE	DESCRIPTION
1		Fully-executed Amendment No. 1. BOARD OF SUPERVISORS 2009 JUN 24 11 A 10: 07


REMARKS:

For your information.

Note to Board: Item B-11 dated 6/09/09

COPIES: Tom Flores, Auditor
Liz King, Board
Patricia Hill Thomas
File AO 2.1.1 (073)
File AO 12.2

SIGNED:


Norma Baker

AGREEMENT BETWEEN THE COUNTY OF STANISLAUS
AND CROUT & SIDA CRIMINAL JUSTICE CONSULTANTS IN ASSOCIATION WITH
ROSSER INTERNATIONAL, INC
FOR THE PROGRAMMING FOR THE DETENTION FACILITIES AT THE PUBLIC
SAFETY CENTER

AMENDMENT NO. 1

Executed on this 9th day of June, 2009

The Agreement between the **County of Stanislaus** ("County") and **Crout & Sida Criminal Justice Consultants in association with Rosser International, Inc.**, whose address is 86 Gibson Road, Templeton, California ("Consultant"), , for the **Programming for the Detention Facilities at the Public Safety Center** dated on June 3, 2008 (collectively, the "Agreement") is hereby amended as follows:

CONTRACT

2. Compensation

Paragraph 2.1 - Revise the total compensation to the following: The Consultant shall be compensated on a **LUMP SUM BASIS NOT TO EXCEED Amount of One Hundred Forty Thousand Six Hundred Seventy and no/100 (\$140,670) Dollars.**

EXHIBIT A - SCOPE OF SERVICES

Add the following to Paragraph IV SCOPE OF SERVICES SUGGESTED:

An amendment to the original contract for work between the County of Stanislaus (County) and Crout & Sida Criminal Justice Consultants, Inc. (CSCJC) is desired by the County to provide additional consulting services. These additional services relate to the development of a draft shift schedule that incorporates the most efficient shift pattern. It is agreed that the following services will be provided by CSCJC:


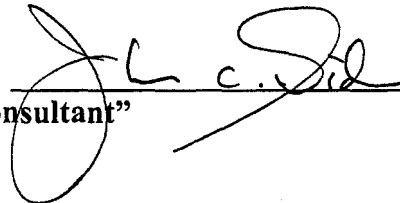
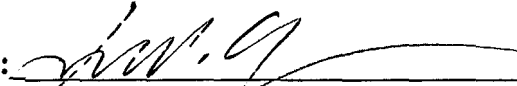
1. Meet on one occasion, for one day, with Sheriff's Department staff in Stanislaus County to develop training and shift pattern background information.
2. Prepare for the on-site meeting by developing materials, handouts and draft schedules.
3. After the meeting, develop a proposed shift schedule for the Men's Jail and Honor Farm that incorporates the most efficient shift pattern with additional recommended positions recommended by the *Staffing Analysis for the Stanislaus County Jail System - November 2008*, previously developed by CSCJC.
4. Provide the County with a final report that recommends the methods that training will be delivered to staff using the most efficient shift pattern.
5. Meet on-site in Stanislaus County for one day to present the final report to County Stake Holders.

EXHIBIT B – SCHEDULE

Add the following paragraph to EXHIBIT B – SCHEDULE:

Assuming this amendment is approved by the Stanislaus County Board of Supervisors on June 9, 2009, the first meeting identified in item #1 will occur on June 10 or 11, 2009. The final product will be provided to the County on or before June 19, 2009.

IN WITNESS WHEREOF, the parties have executed this Amendment on the day and year first herein above written.

COUNTY OF STANISLAUS	Crout & Sida Criminal Justice Consultants
By:  Patricia Hill Thomas Chief Operations Officer/ Assistant Executive Officer	By:  "Consultant"
APPROVED AS TO FORM:	
By:  John P. Doering, County Counsel	