

Existing Facility Evaluation

General Building Background

The Winnebago County Public Safety Center is located at 216 South Clark Street in Forest City, Iowa. The building was originally the Forest City Municipal Hospital and was built in 1924. The original structure is a two story double wall masonry building with a basement. The foundation is formed concrete walls. The building is approximately 2,800 square foot per floor. The main heating is provided by a boiler installed in 1987 and radiant heat is provided by radiators. The roof top units provide the air conditioning and are over 20 years old. The roofing is a Firestone EPDM roofing system that is approximately 15 years old which appears to be in fair condition but has been patched several times. An elevator was installed with the original building.



In 1971 a 1,200 square foot single story addition was added to the southwest side of the original building. The building is wood framed on poured concrete foundations and is typical of residential type construction. The exterior envelope is vinyl siding with standard residential windows and is tied directly to the existing building. The exterior masonry wall of the existing building serves as the interior wall of the addition. The roof is a minimally pitched roof with a Firestone EPDM roofing system that appears to be in fair condition and appears to be the original roof installed in 1971. Heating and air conditioning is supplied by one roof top unit which is in the range of 5 years old.



The County moved the Sheriff's office to the building in 1979. Currently the Sheriff, 5 full time Deputies, 7 Reserve Deputies, 3 full time Correctional Officers, 3 part time Correctional Officers, Probation Officer, Emergency Management, 1 Civil Secretary, and 5 full time E-911 dispatchers work out of the facility. The jail will currently house 9 inmates maximum if classifications can be met.

It is the intent of Midwest Construction Consultants to analyze the existing administrative and correctional facility and functions of the Winnebago County Public Safety Center and provide information to determine the needs of the Sheriff and Winnebago County. In addition to identifying the needs, we will also develop a cost analysis to compare current operational costs to the costs of an expanded facility.

Method of Development

Administrative space needs were determined by examination of the existing spaces and the functions of these spaces. Input from the Sheriff, Deputies and staff were gathered to assist in the determination of needs for the administrative areas.

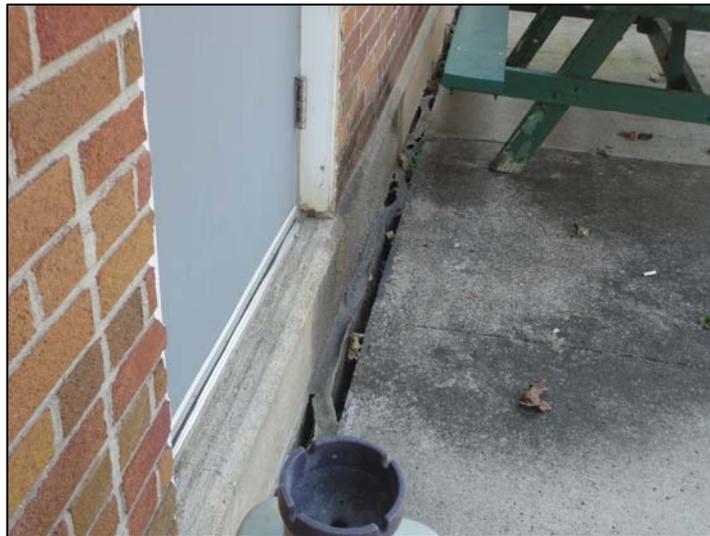
Administrative and Correctional Housing needs and projections were completed by Steve McCoy of the South Iowa Area Crime Commission. These needs were determined based on data gathered from the Winnebago County accumulated arrest records for the past six years. Comparisons with other similar county jail facilities were used as well as information from yearly statistics by the Department of Corrections and studies completed by Iowa University.

Existing Facility Evaluation

Existing Building Components

Original Building

The masonry brick on the building has been tuck pointed several times. Minimum additional tuck pointing is required. The foundations have separated from the sidewalks and leaking in several areas has been experienced. Removal of the sidewalks, waterproofing of the foundation walls and replacement of the sidewalks would assist in minimizing leaking through the foundation. The insulation of the exterior walls would be minimal with the double wall masonry construction and insulating the building could only be accomplished by furring out the exterior walls.



There are several exterior components of the building that have separated from the main structure and have been repaired with additional flashing and caulk. It is apparent some settling over the years has been experienced and maintenance will be consistently required to avoid water migration and additional damage from freezing weather conditions.



The building is not ADA accessible for the staff or the public into the building. Ramps could be provided with the replacement of the sidewalks to provide accessibility into the building but many of the interior spaces do not allow enough room to be ADA compliant. The entrance to the exercise yard does not meet ADA compliance for the offenders being held.

There are several balconies and structures attached to the building at this time. There are doors exiting to small balconies. These would appear to be safety hazards and security risks as well as a source for heat loss. The structures are old and should be removed and the doors removed and the openings filled. The concrete and masonry canopy at the front entrance is deteriorating. This presents a safety hazard to the public and should be repaired or removed. The fire escape from the second floor would need to remain but the anchoring systems should be checked on a yearly basis.



Modifications were required to convert the building from the hospital to the Sheriff's Office, Jail and E-911. The double wall masonry construction required all utilities and lines to be mounted to the exterior of the building. The interior walls that are hardened walls many which are block with plaster require wiring to be surface mounted throughout the facility.



The roofing has leaked on occasion as was noted during the inspection of the interior finishes. Repairs have been made to the roof which is over 15 years old but in fair condition. The elevator shaft extends through the roof. The exterior is covered with old steel that is in disrepair. This will leak in heavy rains and flood the shaft which is then pumped out of the building by a sump pump. This could be an area for mold development. It would appear that there would also be some leaking at the flashing in this area. A core test was not performed on the roof but given the time of construction it would be anticipated that the insulation is minimal. It should be anticipated that the roof would require replacement with any major renovations to protect the new finishes and additional insulation installed for energy efficiency.



The boiler for the heating system and hot water is located in the basement. There is an additional hot water heater providing some of the hot water for the domestic water system. The boiler is close to 28 years old and the efficiency of the unit would be considered low by today's standards. Operational costs for this system are high. It should be anticipated that the radiators

providing radiant heat and all the associated piping would be near life expectancy or start to develop leaks and problems. The heat was not on during the time of inspection so it has not been determined if all the radiators are working at this time. Due to the age of the system, major repairs should be expected and any major renovation should include replacement of the system.

The roof top units providing air conditioning to the building are over 20 years old. It was apparent that getting the ductwork into the building with the hardened walls was difficult and sizing the duct efficiently in all areas could not be accomplished. The air flow was minimal in all areas and little if any return air was installed. The energy efficiency of these units would be anticipated to be low and proper sizing needs to be confirmed. Trying to replace ductwork through the hardened structures would be costly but ductwork should be replaced as they are probably full of dirt and contaminants. Any renovation should include replacement of the units and ductwork to reduce operational costs and provide proper air quality to the staff, inmates and public.

The plumbing in general is in need of constant repair. As discussed previously, this would include the water heating plumbing. A majority of the plumbing is going through cast-in-place floors and hardened construction which will require demolition for proper replacement. Any renovation would need to include plumbing replacement to the extent possible.



The windows and doors in the exterior envelope are of low insulation value and replacement should be considered. Windows in the jail or secure areas are of commercial quality and not attack resistant. These windows have required steel mesh on the inside of the windows to provide security. Many of the windows are still the block glass. A schedule for replacement of windows should be established to avoid a high onetime cost. Any renovation should take the window replacement into consideration to avoid damaging new finishes.

Replacement of the windows should reduce operational costs and grants for energy efficient programs or rebates should be researched.



Inmate Outdoor Exercise

The outdoor exercise is located next to an apartment complex. Typically most facilities are moving away from an outdoor exercise area to avoid contraband being passed into the area and inmates being in view of the public. To move inmates to the exercise area they have to be taken through the non-secure section of the facility. The jail inspector has identified the concerns on all of his inspection reports of the safety of staff and citizens. The tower for the E-911 system is also located in this general area. Between moving inmates through the non-secure area and being located so close to the apartment complex should be cause for concern.



Single Story 1971 Addition

The addition is typical residential construction. The construction of the building is poor and problems are being experienced. The building is located directly next to the apartment complex parking lot. This side of the building has low quality residential windows facing the lot which offers little security to the building. The R-value of the windows is low allowing for heat loss.

A minimally pitched roof was installed on wood trusses which is more typical of commercial construction. It would appear that the roof trusses were not sized properly for this type of use as house jacks have been placed in several locations to brace the trusses that were sagging. Another problem is that the roof top unit was placed on the roof and it is anticipated that additional structural bracing should be installed.

The floor plan is poor and offers security risks from moving inmates through the building to get to the exercise area. Renovation of this building would be possible to an extent. The entrance facing the alley allows for ADA Accessibility to this section of the building.



Emergency Generator

The emergency generator is a Caterpillar D80P4 575 KG which provides backup for the main components of the facility as well as the E-911 / Dispatch equipment. The unit is in good shape and is located outside of the facility.



Administrative

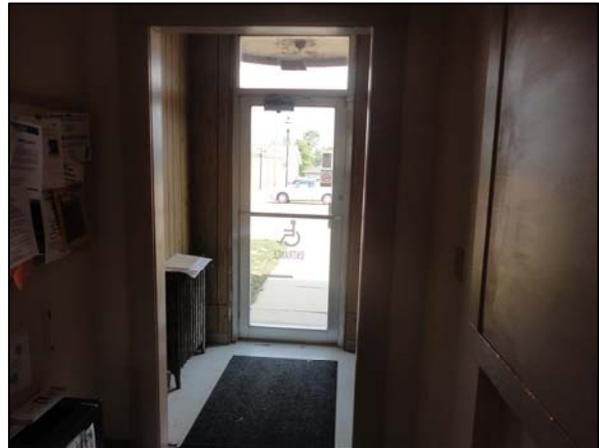
Vestibule

The vestibule is the main access for the public to the Sheriff's office, staff, parole / probation officer and jail. The public would be greeted at the transaction window and all transactions would take place at the window. This is meant to be a secure area separating the public from the Sheriff's offices, jail and E-911. The vestibule is a long narrow space of 75 square feet.



Deficiencies:

Although the front door has a handicap accessible sign on the door the step at the front entrance does not comply with ADA requirements. The transaction window is too high for any disabled person to complete transactions.



The canopy is disintegrating and will require repair or replacement for the safety of the public. The finishes are deteriorating especially around the front door and in need of repair.

The vestibule is separated into two small sections and the area is extremely undersized for completing transactions. The walls are hardened

construction which will not allow for efficient renovation. The transaction window is not security or bulletproof glazing and must be slid open to complete transactions. The door separating the public from the jail and offices is original. A mirrored reflective sheet has been installed over the glazing but is not security glazing. The transaction window and door not only compromise the security separation of the public from the facility but also the safety of the staff from any public that may be upset or dangerous.

Public Restrooms

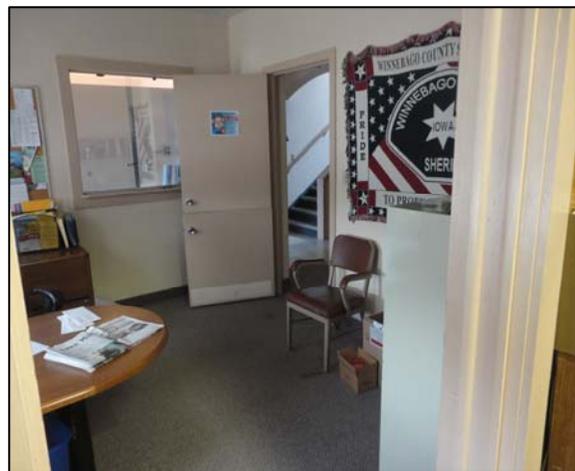
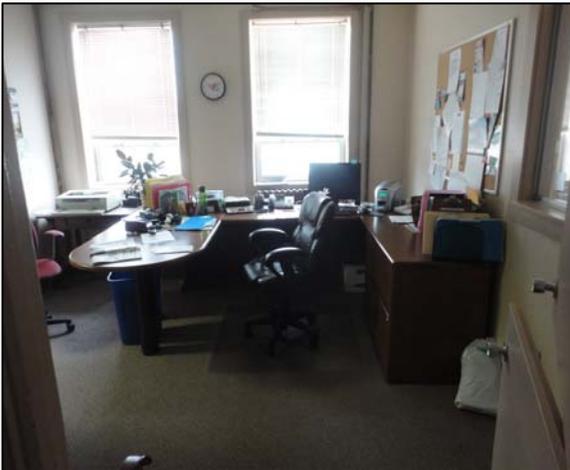
There are no public restrooms available from the vestibule.

Deficiencies:

If the public would need to use a restroom they would have to be taken into the secure area of the facility creating a safety risk. Even if a person is brought into the facility the restrooms are staff restrooms which are in poor shape and not ADA Accessible.

Civil Secretary / Reception

The Reception area of the Sheriff's office is charged with several functions and responsibilities. This area now consists of 162 square feet of space for the Civil Secretary's desk, filing and State printer. The space is occupied by the Civil Secretary although staff needs to enter to get documentation from the printer. Functions include civil processing, filing of crime reports and arrest records, notification of visitors, gun permits and other public services. All functions with the public are to be completed through the transaction window.



Deficiencies:

The area is extremely undersized to allow for efficient operations. There is room for 2 filing cabinets for record storage which means the Civil Secretary has to leave the area to obtain records on a consistent basis.

Due to the lack of a secure transaction window and door this area is unprotected from the public creating a very hazardous safety situation for the receptionist when dealing with the public. Modern facilities are working behind a secured and bulletproof reception area. The transaction counter is minimal and the public has no area to sit or fill out documents. This also means that the staff has to leave the window and go to the desk to complete forms. They either have to lock the window or leave it unsecured.

Inmates being moved to exercise have to be taken into the administrative corridor. This creates a security risk for the Civil Secretary as well as all other staff located in the administrative and E-911 areas.

The location of the office does not allow for the staff to see who is entering the facility. The area is cold due to the inefficient windows and radiant heat.

Squad Room / Record Storage

The office is 136 square feet. The Deputies' office has two workstations and is directly accessible through the door of the Civil Secretary's office. The deputies' duties include filling out reports, complete research for investigations and complete filing in this area. Due to the lack of space in the Civil Secretary's office, the copier, forms and records are also stored in this room. There are no water fountains so the water cooler is located in this room.

Deficiencies:

The office area is extremely small for the amount of activities and the work stations are entirely inefficient. There is one small table and one small desk that act as the workstations. There is only one phone and with the desks located next to each other it would be difficult to have two phone conversations along with staff entering to access the copier. Computers and equipment take up over half of the workstations leaving little room for paperwork and processing. There is minimal room for record storage as office supplies, forms, copiers, fax machine and other equipment take up a most of the room.



E-911 / Dispatch

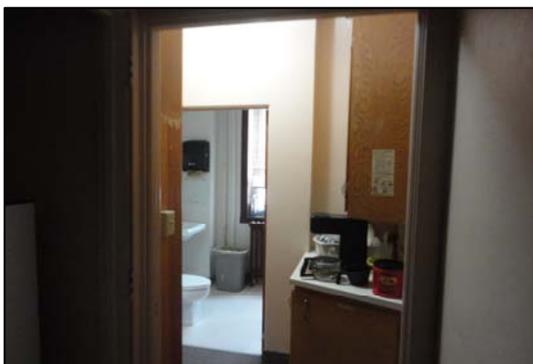
The main workstations are located at the north end of the first floor and in a 175 square foot room. There are two E-911 / Dispatch stations that take care of all E-911 calls and provide dispatching for the County and City. The dispatchers are also trained as correctional officers and assist with management and monitoring of the jail. They also serve as part time correctional officers.

Deficiencies:

There are several concerns and deficiencies to be considered and space requirements are insufficient. The dispatch stations have no counter space to perform their duties because of the amount of equipment and size of the room. Critical duties are being performed in this area including emergency response calls, dispatching, monitoring cameras for the jail and providing periodic checks on the inmates as required by State Jail Codes. To provide efficient responses and complete all tracking records the work space needs to be increased.



Typically the E-911 / Dispatch Centers have a direct restroom and small kitchenette with sink and microwave as it is difficult to leave their stations unattended. Currently there is a small table located in the corridor acting as a break station and a small coffee counter off of the restroom. There is no sink or water available and the nearest water would be from the lavatory in the adjacent restroom.



Response times are critical to both the inmates and E-911 calls. The jail is located at the south end of the building. Responses to jail incidents or E-911 calls could be impeded if the dispatcher is completing inmate inspections away from their station or handling a jail incident while on an emergency call.

The room and corridor are hardened walls so all fixtures and conduits are surface mounted. The monitoring systems for the fire alarm and emergency generator have been surface mounted in the corridors. Due to the amount of heat put off from the equipment, additional air conditioning had to be surface mounted and a ceiling fan added. Additional surface mounted light tracks along with the ceiling fan have been installed to provide lighting. The standard bulbs and flood lights are not typical of the standard lighting required for this type of operation. The windows in the room are an energy efficient security type of window for protection from severe weather conditions and security. The record storage and filing is minimal and they have had to use the equipment storage and corridor for additional filing room. The hardened walls do not allow for efficient renovation or mechanical construction.



Emergency Management is located on the second floor of the building away from the dispatchers. The emergency management team should be located closer or a room adjacent for coordination with the dispatchers for emergency response duties. There is not a room in close adjacency to the dispatchers to set up a control center for additional agencies assisting with emergency responses or the emergency management team to occupy on a temporary emergency basis.

E-911 – Dispatch Equipment Room



The equipment room is a 150 square feet. It contains the security electronic equipment controlling the jail and E-911 / Dispatch equipment. It is also be used for the overflow for record storage for the dispatch area.

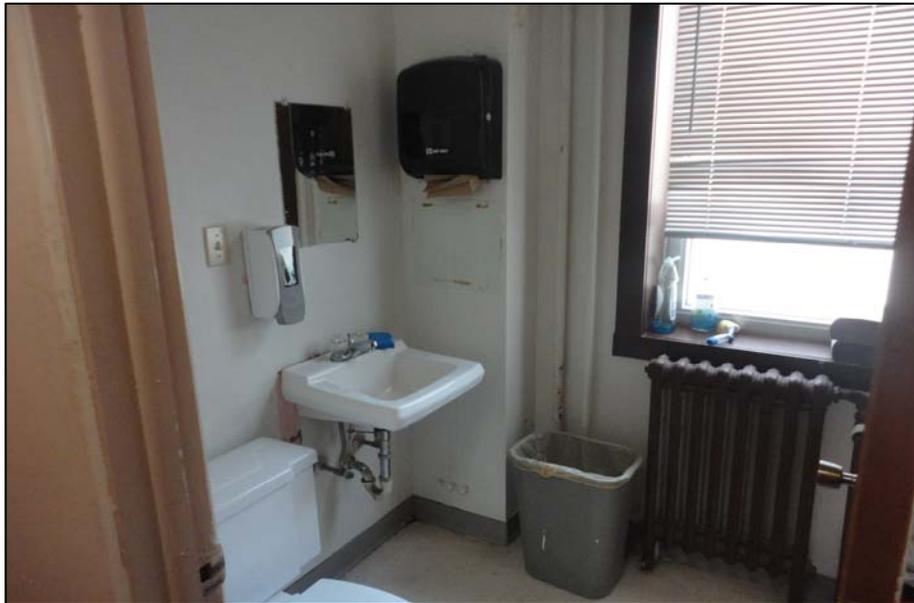
Deficiencies:

The walls are hardened structures which limits any expansion capabilities. Lighting, cables, electrical outlets and conduits are required to be surface mounted because of the wall structure. This creates problems with efficiently mounting wiring. The radio equipment and telecommunications are typically located in the same equipment room. Due to lack of space the radio and telecommunication systems are located in the basement. The air conditioning is insufficient to keep up with the heat generated from the equipment. The windows in the room should be replaced with an energy efficient security type of window for protection from severe weather conditions and security.

Staff Restroom

The staff and dispatch restroom is located adjacent to the E-911 / Dispatch room. You go through the coffee nook area to access the restroom which is in the range of 50 square feet. If public needed to use a restroom, this is

one of the restrooms which would have to be utilized. The lavatory in this room is the only place to clean dishes and get water for the break area.



Deficiencies:

The walls are hardened structures which limits any expansion capabilities. Toilets and lavatories have been relocated throughout the area and walls and floors have not been repaired. The wall and ceiling plaster finishes are deteriorated with exposed plumbing and cabling. The size and entry through other areas do not meet ADA requirements for the staff or public. There is no exhaust from the restroom. Public response to the conditions of this room would be poor and due to the exposed paints and plasters should be repaired for the safety of employees and public.

Conference / Interview Room



The room is 165 square feet. This use of this room is limited by the size, construction and utilities. It can serve as a very small conference room and could be utilized as an interview room.

Deficiencies:

The walls are hardened structures and the south wall forms the stairway to the upper level which limits any expansion capabilities. The room does not have any cameras to record interviews with witnesses or suspects and the security of the room should be improved. Electrical, data and phone outlets are minimal and any utilities would have to be surface mounted. The room is too small to use for training and most conferences.

Public Inmate Visitation

The space is intended to allow public visitation with the inmates as required by Code. At this time the individual is escorted and secured in the property storage room in which there is a two way phone to visit with the inmate. The allowable area is about 20 square feet.

Deficiencies:

The public has to be taken into the administrative area to get to the visitation station, which is located in a secure jail area. Although property storage cabinets have been locked, it is the best scenario to allow public into the property storage room. If the cell interior doors are not shut the public can view into the cell areas as well as the inmates can see the public. This is a remote area of the building that would be difficult for staff to monitor the visit. Typically video visitation is located in a public or non-secure area that can be monitored by the Civil Secretary and jail cameras.

Bonding / Attorney Visit

This area would allow for attorneys to visit with the inmate and for bail bonding agents to provide assistance for offenders to secure bail. Currently the booking area is being utilized for these activities.

Deficiencies:

Inmates need to be moved to an unsecure area to complete transactions. This can present security or escape risks and monitoring by a correctional officer could present privacy issues. Congestion can occur if processing is being completed in the booking area. Typically the attorney or bail bond agent is separated from the inmate and the inmate will remain in the secure area of the jail with minimal movement. Transactions are completed through a transaction drawer.



Sheriff's Office

The Sheriff's office consists of 235 square feet with a small 1 toilet restroom located in the 1971 addition. The office is occupied by a desk, record storage, shelf space and side chairs. It is used for meetings with the public and staff as well as administrative duties of the Sheriff. There are doors that lead directly from one office into another office for all three offices.



Deficiencies:

The entire 1971 addition has been renovated on several occasions and has resulted in spaces that are chopped up and inefficient. The Sheriff's office is located away from the Civil Secretary and public vestibule. Public would need to be escorted to the office. To provide efficient operations and coordination with the Civil Secretary it would be better to have the Sheriff's office in close proximity to the Civil Secretary's office.

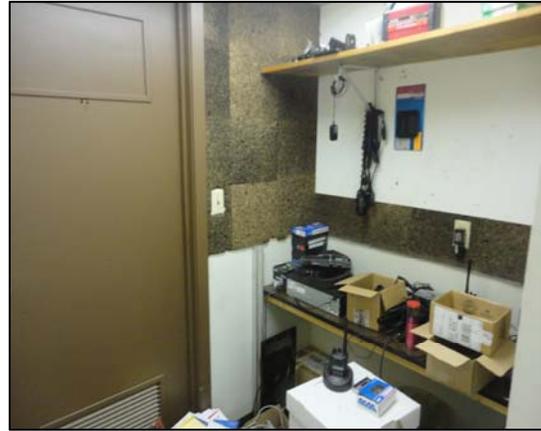
The office should be a secured area for record storage as well as safety of the Sheriff. The windows are located next to the parking area for the apartment complex and are easily accessible from the exterior of the building. As the windows are of poor quality it would be recommended to replace the windows with bulletproof security glazing. Security of record storage is required by HIPAA Regulations as confidential records of employees are filed in the office.

There should be a conference table to conduct employee evaluations and meetings with the public. The office should have some sound attenuation to maintain confidentiality that the current wall systems do not provide.

The office does not allow enough space for a workstation to accommodate the equipment necessary and to meet with the public for the Sheriff to complete his duties.

Armory / Storage

The armory / storage area is located directly adjacent to the Sheriff's Office and is approximately 95 square feet. The function of this area is to store ammunition, radios and protective gear.



Deficiencies:

This current floor plan makes this area unusable. There should be access control to identify who has accessed the armory. Electrical power is not accessible to charge radios and all electrical is surface mounted. Due to the layout there is not enough space to store equipment or protective gear. Security is an issue.

South Office / Record Storage 1971 Addition

This area currently provides record storage and general storage.

Deficiencies:

The office is broken into two areas. The windows are located next to the parking area for the apartment complex and are easily accessible from the exterior of the building. As the windows are of poor quality it would be recommended to replace the windows with security glazing. Because of the floor plan this space would require renovation of the space to provide efficient use.



Staff Restroom 1971 Addition

The square footage of this room is 40 square feet. This would have to act as a staff restroom and is the only other restroom that could be utilized for public use.

Deficiencies:

The restroom will not meet ADA Compliance and is remote from the public and staff.



Corridors Lower Level

Deficiencies:

All the corridors of the building are designed to accommodate hospital operations being close to seven foot wide. The square footage of the facility is taken mostly by corridors. The doors do not meet fire code regulations and in the event of renovation would require fire rated assemblies installed.

The fire codes require exits for egress. The inmates are being moved into this non-secure area and there is a possibility of escape or security of staff.

The corridor walls are anticipated to be bearing walls and modifications would be limited due to structural issues.

Elevator

The elevator is the original elevator installed in the facility. It was meant for access from the basement to the upper floor. This was originally used as a public elevator as well as for patients, staff and maintenance. The elevator is a cable type mechanical elevator.

Deficiencies:

The existing elevator is beyond repair to current requirements. The elevator can't be used for public use and is not recommended for staff. It is now being used for storage of maintenance products. Access to the elevators used to be through a standard door. Currently the doors are locked but in the event that one of these doors was not locked a person could open the door and fall down the shaft. The elevator could be replaced but it would be at a high cost.

As of now there is no way to provide ADA access to the upper level without the elevator. The only way to provide ADA access would be to modify the stairwell and install a chair lift.

The elevator penthouse on the roof has steel siding which is in bad shape. The penthouse leaks and water runs down to the bottom of the shaft. The water has come up during periods of hard rains and flooded the basement. Currently water is pumped out with a sump pump to avoid flooding. The dampness will develop mold if the shaft is not kept dry. The penthouse should be repaired to be water tight. The other option would be to remove the elevator and penthouse and close the shaft permanently.



Stairway

The stairway is located outside of the secure area of the jail. This is the only stairway leading to the second floor.



Deficiencies:

The stairway is currently open at the bottom level and has a door at the upper level. Typically the stairwell needs to be a fire rated assembly. If any renovations are made to the existing facility the stairway will be required to be fire rated. There is a door on the second landing leading to a small elevated concrete balcony outside. This is one of the balconies that we are recommending to be removed due to the condition noted in the building section. The door could then be filled in to avoid heat loss and eliminate any safety hazards.



Reserve / Squad Room

There is a 260 square foot Reserve / Squad Room on the south end of the second floor. This is also utilized by all staff for a variety of activities as this is one of the few rooms large enough to assemble materials and hold meetings. The staff will use this for assembling materials for their programs. Deputies will use it to review investigation documents due to the lack of work space available at their desks or work stations. Meetings and training sessions are held in this room.



Deficiencies:

All fixtures and conduits are surface mounted due to the hardened construction of the walls. There are minimal power and phone outlets available and no data outlets were observed. Air conditioning was added by installation of a soffit along the west side of the building. The air conditioning is insufficient to maintain a comfortable temperature if a large group is utilizing the room. The door to the room is 3'-6" that allowed for hospital beds to be moved which takes up a lot of space in the room. There is a window that accesses the evidence processing area. It would be preferable that this window be in filled for security of evidence.

This was used by all staff for a variety of activities as this was one of the few rooms large enough to assemble materials and hold meetings. Due to a lack of space this has been converted into the Reserve / Squad Room.

Due to the staff performing various activities in this room scheduling can become an issue. The room is really not large enough to accommodate a lot of people for training. Training is difficult with the lack of power and data for projection screens or power points.

Deputies' Offices Second Floor

There are 2 deputy offices at the south end of the building next to the conference room on the second floor. The offices are 130 square feet with a small desk and filing cabinet. The deputies complete their investigations, reports and normal duties in the offices.



Deficiencies:

The offices are long and narrow which does not allow for a good furniture layout. The offices have surface mounted power and telephone but did not have any data outlets. Use of a computer would allow the deputies to utilize their offices more and complete their tasks more efficiently. The lighting is bad and needs replaced. Heat is provided through a radiator which the piping is showing signs of deterioration and water damage is visible at the floor. The walls are hardened structures which does not allow for simple renovation.

Record Storage Second Floor

The record storage room is 125 square feet. It is utilized for filing cabinets for record storage and storage of confidential documents that need to be maintained for the Sheriff's office and jail.



Deficiencies:

This room has modified on several occasions. The south wall has built in cabinets as this use to serve as the nursery for the hospital. The cabinetry extends into the restroom adjacent to this room and takes up a good portion of the restroom. Due to the cabinetry and layout of the room and uses for other functions is limited. Power and phone outlets are minimal and no data outlets were observed.



Staff Restrooms Second Floor

There are two staff toilets on the second floor.

Deficiencies:

The first restroom is located next to the record storage and across from the conference room. The restroom is 45 square feet. It is long and extremely narrow with the cabinets from record storage protruding into the space. There is an old out of use shower located in the room. All the plumbing is surface mounted and the space can't meet ADA requirements. The south wall is part of the elevator shaft so the space cannot be expanded and changing any plumbing would be an issue. Given the condition of the plumbing and the limited space, it does not even work efficiently for staff.



The second restroom is located on the opposite side of the elevator shaft and across from the conference room. The room has been renovated many times and is 60 square feet. There is currently a lavatory with a sink base. The toilet has been located in an old closet that you almost have to back into. This space will not meet ADA and has limited use given the toilet location.

Deputy's Office Second Floor

This office is located to the north end of the second floor and next to emergency management. The office is 130 square feet with a small desk and filing cabinet.

Deficiencies:

This office is long and narrow which does not allow for a good furniture layout. The office has surface mounted power and telephone but did not have any data outlets. Use of a computer would allow the deputy to utilize the office more and complete tasks more efficiently. The lighting is bad and needs replaced. Heat is provided through a radiator which the piping is showing signs of deterioration and water damage is visible at the floor. The walls are hardened structures which does not allow for simple renovation.

Deputy's Office Second Floor

This office is located at the northeast end of the second floor and across from emergency management. The office is 130 square feet with a small desk and filing cabinet.



Deficiencies:

This office has a sufficient layout to accommodate office furniture. The office has surface mounted power and telephone but does not have any data outlets. Use of a computer would allow the deputy to utilize the office more and complete tasks more efficiently. The lighting is bad and needs replaced. Heat is provided through a radiator which the piping is showing signs of deterioration and water damage is visible at the floor. The office is at the end of the air conditioning run and very little air is being provided to this room. The walls are hardened structures which does not allow for simple renovation.

Office / Storage Second Floor

This room is 123 square feet and no renovation has been completed. The room has cabinets which are being used for storage of emergency items and has a small computer station.



Deficiencies:

There are several surface mounted conduits which have been abandoned. All electrical is surface mounted and the light fixtures need to be replaced. This is one of the few rooms with data connections but does not have a phone connection. The cabinets take up space in the room which is on the verge of being too small for an office.

Uniform Storage / Utility Closet Second Floor

Uniforms are being stored in the closet at the top of the stairs in a closet with a sliding partition. This also provides space for the main telephone lines coming into the building.

Deficiencies:

Typically any utility room needs to be in a fire rated room per fire code. The sliding partition does not meet any fire rating. There is minimal room for the uniform storage and any renovation of the building will require renovation of the room.



Storage Second Floor

This room is located on the south side of the stairway and was the old delivery room of the hospital. It is used to store materials and equipment utilized by the deputies. It provides a location for maintenance tools. There is a full set of cabinets on the north side of the room which takes up most of the room being utilized for storage. The room is 99 square feet.



Deficiencies:

The cabinets take up about half of the room. The cabinets could be removed but the area is still too small for an office. Renovations could be made to accommodate other storage.

Upstairs Corridors

The corridor is approximately 7 foot wide and runs the length of the corridor. The walls are hardened construction and are anticipated to be bearing walls for the roofing components. The corridor provides a fire exit to fire escape mounted to the building.



The corridor comprises approximately one third of the second floor available space. The doors from the rooms to the corridor are not fire rated doors. If renovations were completed fire code would require all doors to be fire rated. Renovation of the corridor would not be practical as they are bearing walls and hardened construction. All electrical, fire alarm, HVAC duct work and other upgrades have had to be surface mounted due to the hardened construction. The fire escape will require maintenance and some modification.



Additional Agencies

DOC / Probation / Parole Office

The probation / parole office is located on the second floor. The office is 130 square feet and has a desk with two chairs. The officer holds meetings with the individuals regarding their supervision.



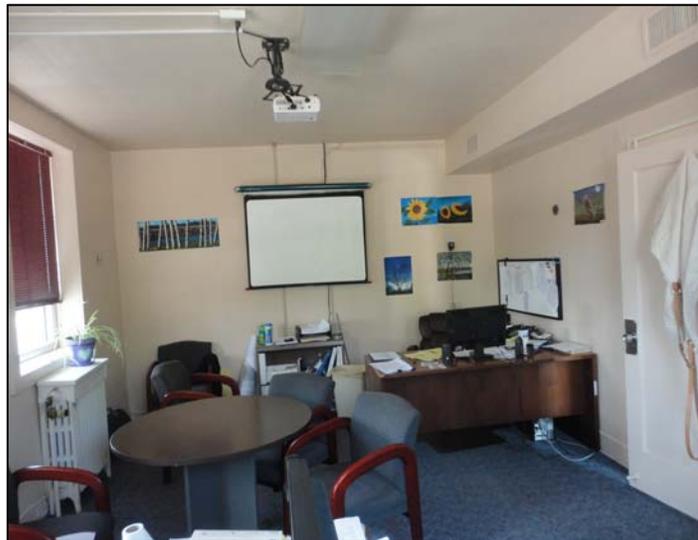
Deficiencies:

The room size is sufficient for the officer to perform their duties. The upstairs is not ADA accessible which could present a problem with a disabled individual. The room is remote from almost everyone as the deputies and emergency management may be on patrol and not in their offices. This presents a safety risk to the officer if one of the individuals becomes violent. It would be difficult to be heard if assistance or help was required. There is also a window in the room to the corridor. This could infringe on any privacy required. Any public checking in to meet with the officer would need to be escorted upstairs.



Emergency Management Office

The office is located on the second floor at the north end of the building. The room is 260 square feet and accommodates 2 workstations, computers, small conference table, filing cabinets, forms / reports and a projection screen. All emergency situations would be coordinated through this office.



Deficiencies:

There are minimal power, telephone and data outlets available. All fixtures, conduits and boxes are surface mounted.

Typically emergency management rooms are located closer to the E-911 / Dispatchers for coordination in emergency situations. There is also not a room close to E-911 / Dispatch that could be utilized as a temporary command center. If additional agencies were assisting, the room is not large enough and phone, data and electrical outlets would not be available.

The windows are standard windows which should be a security type of window to withstand severe weather conditions. This room is at the end of the air conditioning run and air flow is minimal making it difficult to maintain the temperature of the room.

Emergency Management Storage

Emergency Management is using the old hospital kitchen located on the second floor for storage of emergency supplies. The storage area is approximately 130 square feet but is separated into sections. There are many supplies needed to be stored for emergency situations and the old kitchen cabinets provide a means of storing and organizing.



Deficiencies:

Typically emergency management would want to store materials where they could be easily accessible for loading in the case of an event. The room is large enough for storage but a lot of the space is wasted with the cabinet layout especially with the counter and sink in the kitchen. No renovation has occurred in this area.

Staff / Public Toilet

This is located on the second floor across from the probation officer. It is primarily for staff but could be utilized by the public meeting with emergency management or the probation officer.



Deficiencies:

The toilet would be very close to handicap accessible. The roof has leaked in this location and the ceiling tile is in poor condition. There are stains on the finishes from leaking plumbing. There have been some problems with the plumbing which is evident from the plunger located next to the toilet. The lavatory would need to have protective coverings on the plumbing to meet handicap accessibility. Realistically handicap accessibility should not be an issue being located on the second floor but the conditions of the room would give the public a poor impression.

Basement

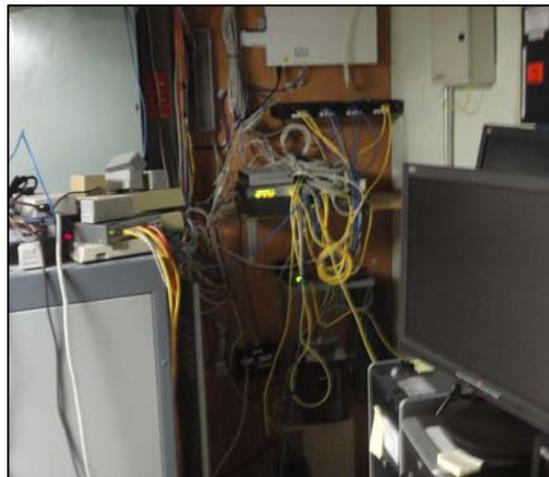
The basement is accessible by the stairway on the first floor. There are basically 4 rooms on the lower level and a stairway out of the basement to the exterior of the building. There is a boiler room, a telecommunication / radio equipment room, a large storage room, and a small room which leads to the exterior stairs.

Boiler Room

As identified earlier the boiler and piping are in need of maintenance. The boiler room operates well for this function with the exception that there is no exhaust out of the room and there is also no air conditioning in the basement. The amount of heat and moisture the boiler generates is unable to escape creating moist conditions in which mold could be produced in the basement. The high moisture and heat conditions would not be good on the telecommunication and radio equipment.

Telecommunication / Radio Equipment Room

The equipment is housed in the southwest room in the basement. There is a small desk for a computer for anyone needing to adjust programs of the equipment. The equipment itself puts out additional heat in the basement. The high moisture levels, dust, and heat are not good for the equipment. The radio equipment is the lifeline for the E-911 and Dispatch.



Additional power and data lines have been installed to accommodate the equipment. Lines have been run throughout the basement to the different first floor locations and to E-911 / Dispatch. The basement has experienced flooding over the years from the amount of piping, leaks through the foundation and major leaks from the elevator penthouse.



A sump pump has been installed in this room to avoid damage to the equipment due to water. This will help the risk of flooding if the sump is hooked to the emergency generator but would not function due to a power outage. If the flooding was severe enough the pump would not be able to keep up. There are pipes in the area that are deteriorating which creates a risk of possible damage to the equipment.



It is a safety hazard for an individual to work in this area with the high moisture, heat, mold and hazardous dust. This would include a person repairing the equipment to the staff programming the equipment.

Storage Room

Due to the leaks and flooding, the items that can be stored in this area are limited. Ceilings are water damaged and mold can be observed. Panels have been removed to repair piping and to run cabling. Floor tiles are delaminating from the floor due to exposure to water.



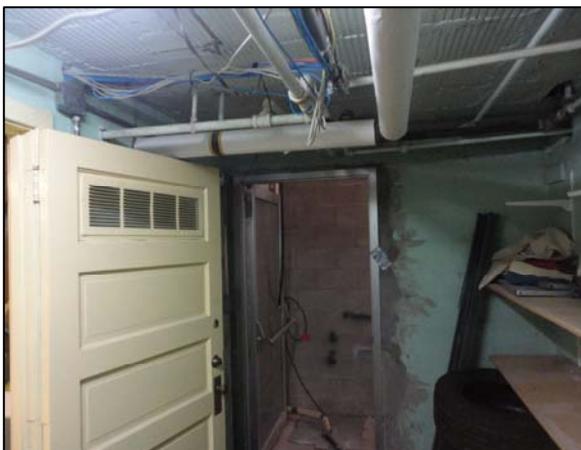
Basement Corridor

There are cabinets for storage but due to the high humidity levels not much can be stored. The floor tiles have delaminated from the floor due to water damage and high moisture. The tiles are breaking up and can create hazardous conditions with the air quality not only in the basement but to the staff, inmates and public. The hazardous material would stick to an individual's shoes and transported throughout the facility.



Small Storage to Stairs

Shelving has been installed over the years for possible storage. There are pipes over the shelving that have leaked and currently are leaking. There is a bucket on one shelf catching the water. The only real use for the area is to run piping and access the exterior stairway



Exterior Stairs

These are the emergency stairs to the exterior of the building. The building for the stairs is pulling away from the main building. These voids have been foamed and caulked on the exterior. Additional flashing has been installed at the building connection to prevent leaking. Additional wood blocking has been added to support the roof and water damage is evident.



There is a sump pump with a light gauge galvanized cover at the bottom of the stairs. All other sump pumps in the basement are piped across the floor to this pump which pumps the water to the exterior of the building. The piping on the floor and the sump at the bottom of the stairs creates a safety hazard.



There are signs of water damage and mold at many locations. You can see it around pipes that have leaked, old windows, at the foundations walls, and other areas.



It would be recommended that a professional firm specializing in removal of hazardous material be hired. All ceilings, paneling, shelving should be removed and disposed of legally. The firm should then clean up any hazardous materials including the delaminated floor tile.

Jail Support Areas

Evidence Process

The Evidence Process can be entered off the second floor corridor at the south end of the building and is 120 square feet. This room is to be used for processing evidence to be held in Evidence Storage for court cases.



Deficiencies:

Typically there is a desk and computer station for deputies to fill out the necessary filings for the evidence. Computer access is not available in this area and the space requirements are not sufficient to meet the operational needs. This room would typically have a sink with an emergency eye wash for clean up and safety from exposure to dangerous substances during processing. Large evidence can't be stored in evidence with the multiple doors and location on the second floor. The window to the conference room and standard solid core door presents security issues for access to evidence. The doors to evidence storage are minimum security allowing access to the evidence storage rooms that are only to be entered by the master of evidence and Sheriff. Any access to these rooms by other individuals could be considered as contamination of evidence.

Evidence Storage

The Evidence Storage consists of two 130 square foot rooms directly off of the Evidence Processing. Wood shelving and old lockers are being used for the storage of evidence. The exterior windows have had security bars installed to minimize access to evidence being stored.



Deficiencies:

The space is insufficient to meet the storage needs. There should be a computer for the master of evidence to enter and catalog evidence into the storage. There needs to be an evidence pass through cabinet to allow deputies processing evidence to insert the evidence so the master of evidence can process the evidence into storage without the deputy entering the room. At this time the master of evidence would have to accompany the deputy to complete the process which is an inefficient use of personnel. The minimum security doors from processing create a security issue. Typically there would be a monitored access control monitoring who has entered the room. Storage on the second floor is inefficient for processing and storing evidence.



Jail Administrator

The Jail Administrator's office is located in the 1971 addition and is 160 square feet. The jail administrator's duties would include monitoring jail cameras, meetings with inmates, processing inmates, inmate profiling, inmate phone calls, meetings with inmate family members, and conducting meetings with staff regarding personnel and jail issues.

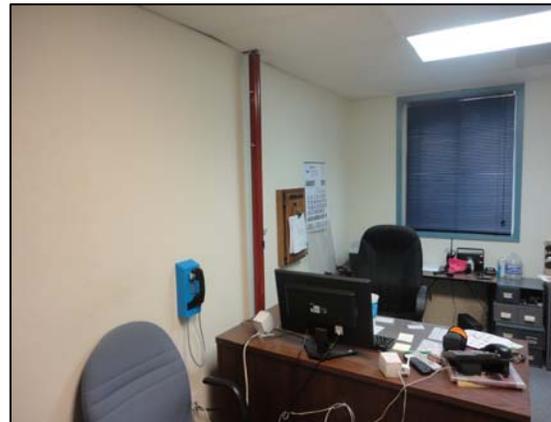


Deficiencies:

Although the office is 160 square feet the layout being narrow and long does not provide sufficient space for the operations required. It is located in a non-secure wing of the building allowing for escape from several areas of the building. The windows are of standard residential construction with easy access from the exterior presenting security issues to the staff and jail. This has been noted in the State Jail Inspection reports on several occasions.

The room should have sufficient space for a small conference table for meetings with the staff, public and inmates. This area needs to be secured to protect personnel files which the residential non-secure door does not provide. This could be a liability for State privacy issues. If an inmate would become upset or violent there is not any means of securing the inmate. Safety could become an issue with the obstacles and equipment in the room if an inmate became violent.

The only space for monitors is behind the desk due to the room layout which adds difficulty to be able to view the monitors consistently. The room is inefficient for the necessary duties to be performed.



Jail Intake

The Intake consist of a wooden bench with handcuff rings located in the corridor connecting to the 1971 addition and in the non-secure area of the facility. The vending machines for public and staff are also located in the corridor. This would be the area a person would be detained prior to the booking process.



Deficiencies:

The initial intake is when an individual can become the most violent or upset. The location in the non-secure area next to the vending machines could easily result in injuries to the arresting officer and the inmate while trying to secure the individual to the bench. The location in the non-secure area also subjects staff or public trying to access the administrative wing or vending to direct contact with the inmate. Any public in the area has direct view of who is being arrested and could become a privacy issue. The intake should be in the secure area of the facility.

Booking

The Booking room is 150 square feet. The initial processing of an individual is completed in this room. The space consists of a finger printing station, cabinets for storage, wooden bench with handcuff rings, and countertop with computer, fax, printer and other equipment. Attorney visits and bonding agents also utilize this area for their services. It is located next to the Intake in the non-secure area of the building.



Deficiencies:

As identified in the Intake section, individuals are the most violent or upset when initially being processed into the facility. This area is located in the non-secure section of the building which has several exits that could allow for escapes. There are windows in this room that are accessible to the exterior of the building.

The person being processed has to be released to complete finger printing which can result in altercations with the staff. The area is congested and injury could result to staff or the person being processed. The cabinets do not have locks on them and could be accessible to the public, inmates and administrative staff.

Inmates need to be moved by staff to Booking for the bonding agents to complete transactions and attorneys to meet with their clients

The space is inefficient for booking procedures and compromises the safety of all staff and public.

Search Area

The Search area is approximately 64 square feet and is located off of booking that is accessed through the Food Service and Storage room. This area is typically utilized for searching an individual, showering them prior to putting them in holding or the cell block. Typically they will be monitored by jail staff during this procedure.



Deficiencies:

The Search area has to be accessed through the food process area which could allow access to weapons that would be utilized for food processing. The current area consists of a residential type lavatory and toilet instead of penal type fixtures. The jail staff monitoring this procedure is out of sight of any other staff in case of an altercation. There is no shower available so a person would have to be taken into a jail cell block to shower prior to providing a uniform for change out. There is direct access into the secure jail housing area through a non-secure door.

There is HVAC equipment which takes up a lot of the room and the space is totally insufficient to meet the procedural requirements as well as safety of staff.

Food Service & Food Storage

The Food Service and Storage is located directly off of the Booking and is 56 square feet. There is a coffee maker, microwave, refrigerator and minimal cabinetry for storage. Currently breakfast is processed in this area and lunch and dinner is catered into the facility. Lunch and dinner are brought in from an outside source and the staff would plate the food in Food Service.



Deficiencies:

The Search area is accessible only through the Food Service area from booking which means that individuals being processed are escorted directly through the area. This can create safety hazards with equipment and chemicals that could be possibly exposed as well as sanitation issues escorting these individuals to the Search area. There is also direct access to this room from an exterior window which could present security issues. There are additional privacy issues from any staff walking into process food or coffee for individuals being searched directly off of this room.

The cabinetry takes up most of the room and there is minimal storage available. Food is required to be stored on top of the cabinets and chemicals can't be secured. There is no sink in the food process counter and the only sink available would be the lavatory in Search. This is an unsanitary condition for cleaning dishes, sanitizing countertops and even hand sanitation for the staff.

The space is totally inefficient for meeting operational needs and sanitation requirements.

Inmate Property Storage

The Inmate Property Storage is located within the secure section of Main Jail Housing. It is located directly off of the Main Jail Housing corridor. There are 10 lockable cabinets for storing inmate property. This room also acts as the public video visitation room. Access for the public to enter the visitation area is from the 1971 addition.



Deficiencies:

The lockable cabinets are sufficient for storage of the inmate property. However, allowing public into this area for visitation does create some security concerns. The door to this room would need to be closed for visitation purposes so the inmates could not see the visitors as well as the public could not view the inmates. The exit into the 1971 addition which is a non-secure section of the building could cause some security concerns. A hollow metal security door has been installed to minimize this risk.

Inmate Issue and Laundry

The inmate issue and laundry is located in the secure section of the Main Jail Housing off of the main corridor. There are cabinets for storage of the inmate uniforms and locked cabinets for storage of chemical supplies. All bedding, uniforms and inmate clothing are washed in this area by the staff. Uniforms would be provided to the individual being processed into the jail area and their street clothes would be cleaned prior to putting them in property storage. A residential washer and dryer are sufficient to meet the current needs.



Deficiencies:

The room is sufficient to meet the current needs for laundry and inmate uniform storage. However, the distance from the Search does create some staff inefficiencies. Staff would have to go into the secure section to get the uniform and return to the Search to have the individual dress out prior to entering the secure section of the jail.

Jail Storage

There is a small area in the Main Jail Housing section that is being utilized for the restraint chair, mattresses, reading material and miscellaneous items.

**Deficiencies:**

This storage should be much larger to accommodate the materials needed to supply the Main Jail Housing area in lieu of storing the supplies in the corridor cabinets.

Main Jail Housing

Main Jail Housing Corridor

The Main Jail Housing Corridor is located within the secure perimeter of the jail and allows staff sight lines into the cell blocks. There is lockable cabinetry for storage of supplies and chemicals. The area is provided with cameras for monitoring of the activities in this corridor. Access to the cell blocks is by keyed entry.



Deficiencies:

The walls of the corridor are hardened construction which allows for minimal renovation to the Main Jail Housing area. The elevator shaft which is locked is also located off of the corridor. Soffits have been added to allow for modifications to provide heating and air conditioning and all electrical components have had to be surface mounted. Solid doors have been provided in addition to the cell bars to minimize sight lines from cell block to cell block as required by State Jail Standards. This does create additional work for the staff performing their hourly tours.

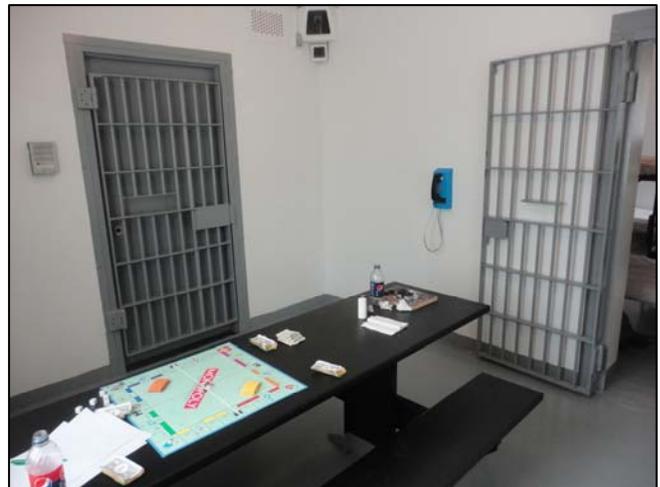
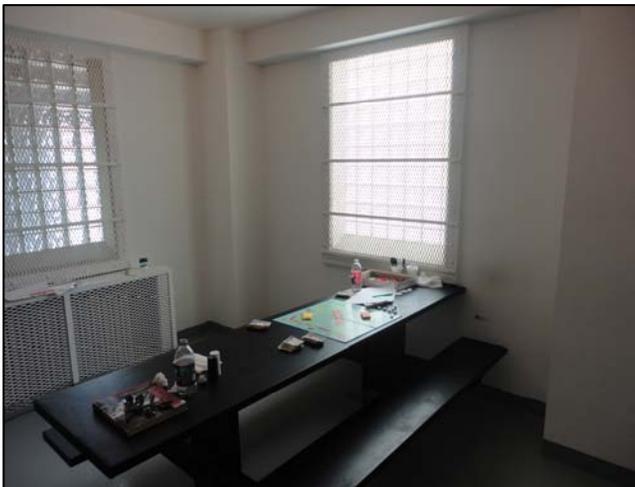
Holding Cells

The facility currently does not have any holding cells. If an individual is arrested the staff must classify the individual and process them into the main jail housing. This becomes labor intensive for the staff and an inefficient use of labor.



Male General Population Cell and Dayroom

The Male General Population Cell and Dayroom are connected but separated by a demising wall. The shower is located in the cell area. The cell block meets the State requirements for holding up to six inmates. This cell block is designed for minimum security inmates to be housed in a dormitory type of holding. This area is on the exterior perimeter of the building. There are cameras to monitor the activities inside of the dormitory and dayroom. E-911 / Dispatch monitor the cameras at night and perform the hourly inspections required by State Jail Standards.



Deficiencies:

The walls of the corridor are hardened construction which allows for minimal renovation to the Male General Population Cell block. The Female General Population Cell is directly across the corridor from the dayroom. This requires the solid door to be shut on one or both of the blocks to provide sight and sound separation as required by code. The layout does provide some blind spots for staff inspections which can present some safety issues. Steel grates have been placed over the exterior windows to provide some security. The cell bars, beds and other equipment offer potential hanging hazards.

The heating is provided by radiant heat provided by radiators which have been enclosed in security grates. This type of heating is inefficient and maintaining consistent temperatures is difficult and costly. The shower and toilet is located directly off of the sleeping quarters and has minimum ventilation. The shower has to be manually turned on by staff in the corridor.



The plumbing has been repaired consistently and will require replacement sometime in the near future.

With over 50% of the beds in one classification, any individual not meeting that classification has to be separated per State Jail Standards. Any sex offender, intoxicated or violent inmate would require separation. Because of the lack of different classification cell blocks, the jail can be considered full quickly and inmates would need to be shipped out of County.

Female General Population Cell and Dayroom

The Female General Population Cell and Dayroom is a dormitory style cell and located in one room. The cell block meets the State requirements for holding up to two inmates. This cell block is designed for minimum security inmates to be housed in a dormitory type of holding. This area is on the exterior perimeter of the building. There are cameras to monitor the activities inside of the cell block. E-911 / dispatch monitor the cameras at night and perform the hourly inspections required by State Jail Standards.



Deficiencies:

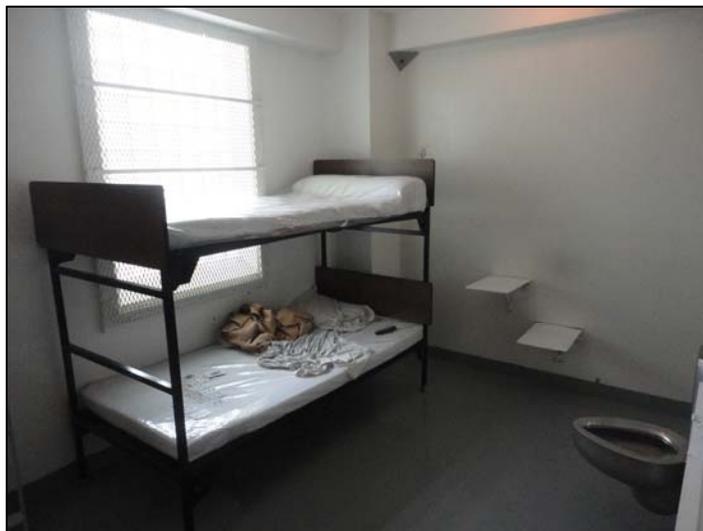
The walls of the corridor are hardened construction which allows for minimal renovation to the Female General Population Cell block. The Female General Population Cell is directly across the corridor from the Male General Population Dayroom. This requires the solid door to be shut on one or both of the blocks to provide sight and sound separation as required by code. The layout does provide some blind spots for staff inspections which can present some safety issues. Steel grates have been placed over the exterior windows to provide some security. The cell bars, beds and other equipment offer potential hanging hazards.

The heating is provided by radiant heat provided by radiators which have been enclosed in security grates. This type of heating is inefficient and

maintaining consistent temperatures is difficult and costly. The toilet is located in the sleeping quarters and offers no privacy.



There is no shower available in this cell block. Females have to be moved to the detoxification cell and a temporary partition set up to allow the females to shower. The shower has to be turned on by the staff and the plumbing is located in the 1971 addition in the corridor. This becomes staff intensive for turning the water on and off to the shower.



The plumbing has been repaired consistently and will require replacement sometime in the near future.

Any female not meeting the classification for minimum security has to be moved to a different cell thus reducing the ability to classify other male or female inmates. If you have one person in the detoxification cell, all other inmates that can't be classified as minimum security have to be shipped out of County.

Detoxification Cell

The Detoxification Cell is utilized for individuals who need monitoring and separation. It can also be utilized for an individual not meeting the minimum security classification and requiring separation. Individuals that are distraught or suicidal can be placed in this cell and monitored by camera. A toilet and shower are provided within this cell.



Deficiencies:

The walls of the corridor are hardened construction which allows for minimal renovation. The Detoxification Cell is directly across the corridor from the Male General Population sleeping quarters. This requires the solid door to be shut on the male block to provide sight and sound separation as required by code.

If this cell block is occupied, the person would have to be temporarily moved to allow the females to shower in this area and would require any inmates not classified as minimum security to be housed out of County.



Summary

The current facility does not allow for efficient operations and is not currently in compliance with several of the jail standards. As identified in the study, the hardened construction and building layout does not allow for cost effective renovation. Any renovations that would affect the structure such as removal of walls would need to be approved by the State Code Enforcement and Fire Marshal. The County would need to be cautious that any renovation completed does not require the entire facility to be brought up to current codes resulting in extensive costs. If required this could include installation of a fire sprinkler system.

The jail does not allow for proper classification of inmates and minimizes the ability to use one section for holding cells. Safety of individuals being held can become a concern especially in the evenings when E-911 / Dispatch is monitoring. The location and operations could affect response times in case of an incident. The jail plumbing is deteriorating and has been patched or repaired to keep the facility functional.

Staff and public safety can be compromised do to the layout of the building. The jail support areas require additional procedures and movement of the inmates into non-secure areas of the facility.

There is work that should be completed even if the facility remains under current operations. This would include ADA Accessibility, air quality and hazardous material removal. Renovation of the existing facility is one of the options being considered and these costs will be evaluated in the Renovation section of the study.

The overall evaluation is the facility does not meet the current needs of Winnebago County.

Winnebago County Inmate Analysis

Method of Development

One of the options that the Public Safety Task Committee wanted to investigate was the cost to house inmates out of County. The actual jail records were collected by our jail consultant, Steve McCoy with the South Iowa Area Crime Commission to develop the analysis. The analysis has been separated into three sections being the inmate profile, analysis of housing inmates out of County for the past six years and a fifteen year projection of costs. The fifteen year projection has been based on minimal costs and could be subject to substantial increases based on availability of available bed space in contiguous counties, population and average length of stay.

The inmate profile is based on actual records. The information is based on actual admissions (ADM), average daily population (ADP) and actual length of stay (ALOS). It identifies the felony offenses along with female or male offenders. This data identifies the past growth trends and assists in developing projections for the future needs of the County.

The analysis of housing inmates out of County for the last six years provides a baseline for the actual costs the County could expect in the future. This is based on the actual number of inmates housed during those years. The assumptions should be considered the minimum.

The fifteen year projection is based on the growth experienced by the County in the past years and should be considered the minimum if all inmates were held out of County. The estimate of cost was based on a minimum of two transports per inmate for court appearances and does not take into consideration medical costs that could be experienced. Wages of transporting officers, benefits and mileage costs are included in the costs at 2012 rates and have not been adjusted for future increases.

The committee considered the possibility of utilizing the jail as a holding facility. Utilizing the facility as a holding facility did not relieve the problem of the out of County housing and transportation cost and the jail section of the building would still need to be brought up to the current State Jail Standards.

Winnebago County Jail Classification Requirements

The Allamakee County Public Safety Center is to be designed as a Podular Remote Supervision County Jail. The inmate management of the facility will be sanctioned oriented with the goal of offering the inmate opportunity to modify behavior to make incarceration a positive experience to the extent possible.

In Iowa, many of the spaces incorporated into a new Jail are required to meet minimum standards set by the state. These requirements include square footage, fixtures per inmate, separation of inmates and support areas.

Bed space in a Jail cannot be based on just the number of inmates.

The Iowa State Jail Standards require that certain types of inmates are kept separated by “architectural design barring conversational and visual contact from each other.” These classifications include:

1. Juveniles/Adults
2. Males/Females

Per state code, it is required that certain types of inmates are kept separated “whenever possible.” These classifications include:

1. Felons/Misdemeanants
2. Pretrial/Sentenced
3. Witnesses/Suspects

Per state code, it is required that certain types of inmates are kept physically separated “whenever possible.” The classifications include:

1. Prisoners of whom violence is reasonably anticipated
2. Prisoners who are a health risk to others
3. Prisoners of whom sexually deviant behavior is reasonably anticipated
4. Prisoners likely to be exploited or victimized by others

Due to these restrictions, once a multiple bed area is occupied by one classification, only inmates of the same classification can/should be housed there. Thus, the additional beds in that area become basically unusable thereby reducing the overall capacity.

Correctional Requirements

The Winnebago County Public Safety Center is to be designed as a Podular Remote Supervision County Jail. The inmate management of the facility will be sanctioned oriented with the goal of offering the inmate opportunity to modify behavior to make incarceration a positive experience to the extent possible.

The classification of the facility should be as follows:

Male Max.	2 Beds	Single Occupancy
Male Medium	4Beds	Dormitory
Male GP	7 Beds	Dormitory
Female Max.	2 Bed	Single Occupancy
Female GP	5 Beds	Dormitory
Special Status	<u>2 Beds</u>	Single Occupancy

Total Main Jail 22 Beds

Single Holding Cell	Total Capacity of 4
Detox Holding Cell	Holding 1

Please note that the Holding Cells are not included in the rated bed capacity since they have a 24 hour limitation. The detox and holding cells are to be located adjacent to the booking and outside of the main jail housing. These cells are typically to be utilized for holding individuals for up to 24 hours maximum.

Inmate Housing Space Requirements

The cell pods will not have sight lines into any other area or into the control room. These sight lines will be controlled by the use of reflective glass in the dayrooms to eliminate the inmate's ability to determine if they are being watched. Female cells will be isolated with the use of doors in a secure sallyport.

Inmates will be directed out of their pods into the secure corridor to walk to the exercise area. The electric locks on the doors would be operated by the control room and staff would not be required to move them. Space requirements have been determined based on Iowa Jail Standards requirements.

Winnebago County Inmate Analysis

	Total ADM	Male Intakes	Fem. Intakes	ADP	ALOS	Felony	% M / F	Misdemeanor
CY 2007	319	275 / 86%	44 / 14%	4	5	14%	71 / 29	86%
CY 2008	340	274 / 81%	66 / 19%	3	3	17%	72 / 28	83%
CY 2009	350	296 / 85%	54 / 15%	4	4	17%	88 / 12	83%
CY 2010	377	300 / 80%	77 / 20%	4	4	16%	87 / 13	84%
CY 2011	344	280 / 81%	64 / 19%	6	6	14%	69 / 31	86%
CY 2012	381	310 / 81%	71 / 19%	6	5	18%	72 / 28	82%
In the past 5 1/2 yrs:			<p>Male/Female breakdown fairly constant - but generally about the state average for jails this size.</p> <p>ADP for 2011 and 2012 up 50% over 2009 and 2010.</p> <p>Felony bookings of 14-18% over past 5 years lower than state avg.</p> <p>Breakdown of Female % of felonies up quite a bit past 2 yrs.</p> <p>Primarily drug-related, resulting in longer pre-trial stays, thereby increasing ADP and ALOS.</p> <p>ALOS generally stable, but up past two years.</p>					
Projected Needs:			<p>As far as total beds go, in order to adequately separate and classify inmates per Iowa Jail Standards, and plan for peak arrest/booking times, you currently have a need of 12-15 beds.</p> <p>It is difficult to project future needs of smaller facilities, but based on analysis of data for past 5 years, there are indications that your jail population will continue to increase.</p> <p>Experience shows that any increase in jail beds will result in an increase in inmates, whether your own or those from another jurisdiction.</p> <p>Between 2008 and 2011, the number of inmates doubled. This trend continued into 2012, however, even using the accepted standard forecast of a more conservative 7%, jail needs over the next 15 years are projected to be approximately 22 beds.</p>					

Winnebago County Out of County Housing Costs

In the event you find yourself dealing with the possibility that your existing jail might be closed, it is important to recognize the major costs associated with using someone else's jail. Historical data shows that over the past six years, \$743,860 would have been spent housing Winnebago County Jail inmates in neighboring Cerro Gordo Jail. This amount, I believe, would be the low-end cost over the next five years to Winnebago County without assuming any increase in ADM, ALOS, or transportation / labor / per diem costs, if your jail were to be closed.

Assumptions

- Transport will be done by a single Correctional Officer
 - \$17/hr + 7.65% FICA + 10.27% IPERS = \$20.05/hr
- Mileage is calculated using IRS figures
 - 55.5 cents per mile
- Minimum of two trips per inmate are calculated
- An additional one-half hour is added for prisoner processing time
- Study by ISU projects an average of four transports per inmate housed out of county, so transportation costs could be more than shown

Estimated Costs

Transport to Cerro Gordo County Jail
Housing Cost per day per inmate: \$50

2007

319 inmates @ ALOS of 5 @ \$50/day = \$79,700.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 319 = \$40,433.

Total for 2007: \$120,133.

2008

340 inmates @ ALOS of 3 @ \$50/day = \$51,000.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 340 = \$43,095.

Total for 2008: \$94,095.

2009

360 inmates @ ALOS of 4 @ \$50/day = \$72,000.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 360 = \$45,630.

Total for 2009: \$117,757.

2010

372 inmates @ ALOS of 4 @ \$50/day = \$74,400.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 372 = \$47,151.

Total for 2010: \$121,551.

2011

344 inmates @ ALOS of 6 @ \$50/day = \$103,200.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 344 = \$43,602.

Total for 2011: \$146,802.

2012

381 inmates @ ALOS of 5 @ \$50/day = \$92,250.

60 miles; 1.5 hours round-trip X 2 trips

Transport costs: \$66.60 mileage + \$60.15 wages = \$126.75 X 381 = \$48,292.

Total for 2012: \$143,542.

Winnebago County Jail Annual Out-of-County Boarding Cost Projections

The Average Daily Population (ADP) for Winnebago County Jail in 2011 and 2012 was 6, representing an annual increase of approximately 50% over 2009 and 2010. Using the accepted standard practice of jail needs forecasting of 7%, and an average cost per day to house inmates at the Cerro Gordo Jail of \$71.13 (per diem plus transportation costs for 2011), the following table represents an estimate of the number of Winnebago County Jail inmates over the next 15 years, and the total annual and aggregate cost to house those inmates out of county.

YEAR	# of Inmates	Annual Cost
1	6.42	\$166,679.
2	6.87	\$178,362.
3	7.35	\$190,824.
4	7.86	\$204,065.
5	8.42	\$218,604.
6	9.00	\$233,662.
7	9.63	\$250,018.
8	10.31	\$267,673.
9	11.03	\$286,366.
10	11.80	\$306,357.
11	12.63	\$327,906.
12	13.51	\$350,753.
13	14.46	\$375,417.
14	15.47	\$401,639.
15	16.55	<u>\$429,679.</u>
		\$4,188,004.

Constant 2012 dollars – no adjustment for inflation

Summary

The inmate analysis shows that the average daily population has increased 50% from the years 2009 and 2010 as well as the average length of stay. Between 2008 and 2011 the number of inmates has doubled. This increase has led to the problems of being able to classify inmates in the facility with the limited bed space.

The Winnebago Out of County Housing cost analysis for the past six years based on the actual number of inmates held in the past provides a good baseline for cost that could be experienced if all inmates had been held out of County. Based on the minimum costs, the expense to the County and the taxpayers would have been in the range of \$750,000.

The 15 year projection is based on minimum inmate growth without inflation costs for housing, transportation and wages. If all inmates were housed out of County the County and taxpayers would experience costs in the range of 4.1 million.

There are other disadvantages to be taken into consideration with housing inmates out of County.

Your deputies are taken away from patrolling and providing services to the surrounding communities because they are transporting prisoners. Transporting prisoners can be dangerous and your deputies could be driving in weather conditions that could be hazardous. They will be transporting in the morning, evening or anytime during the day.

Your staff size will typically remain the same especially if you are using the facility for temporary holding. The staff is typically needed for processing and transporting.

Services for families and relatives trying to help or visit individuals who have been incarcerated would have to travel to provide assistance.

It does come down to a question of owning the building or renting bed space. If your average daily population is very low, housing out of County can be considered an attractive option. There is a break point where the option to own your own facility and keep jobs locally is a better option long term.

In reviewing this option with the Law Enforcement Center Task Committee, this option would not be recommended.

