

COMPONENT SERVICES AGREEMENT 2.0

PROGRAMMING SERVICES

SCOPE

1. Provide Operational Program

- Define facility mission, goals and objectives in conjunction with appropriate stakeholders
- Define overall management standards and benchmark requirements
- Define management approach under which the facility will be operated.
- Define all levels of security and special populations by gender and management requirements
- Determine all existing and planned programs to be made available and define operational and delivery parameters for each population and security level
- Determine overall operational protocols for healthcare, food, laundry, maintenance, and in-custody movement
- Assess jail operations
 - a) Staffing
 - Roster management
 - Overtime management
 - b) Classification system
 - Establish classification groups
 - Define housing plan to meet classification groups
 - c) Programs
 - Gap analysis of program availability and population need profile
 - Assessment of evidence-based practices
 - d) Support services

- Review of efficiency of service delivery models

2. Provide Architectural Program

- Develop a listing of each space required in the facility
- Establish space standards and guidelines
- Identify square footage of each space by standards and guidelines
- Identify staff for each functional space
- Identify total number of spaces for each space type
- Identify non-functional space square footage parameters for circulation and building components to determine overall gross square footage required.
- Develop functional adjacency and relationship diagrams to identify spaces where proximity or security separation are required or desired

3. Continue Public Outreach / Communication Consultation and Support

- Communication Workplan & Strategy
 - a) Develop, coordinate with County, and manage overall communication plan. Provide regular communication updates and monitoring.
 - b) Prepare, manage, and update project public information website.
 - c) Prepare all key milestone meeting notes for internal and external publication.
- Stakeholder and Public Outreach
 - a) In association with County prepare and manage outreach plan.
 - b) Prepare materials and documents to be used in outreach plan.
- Public Relations
 - a) Assist county with communication and information campaigns/activities including production of supporting materials and presentations.

COMPENSATION: \$431,200.00