

GREEN COUNTY

JAIL / SHERIFF'S OFFICE

NEEDS ASSESSMENT / MASTER PLANNING / DESIGN SERVICES

By

KRAEMER BROTHERS / KLEIN McARTHUR ARCHITECTS / JUST US PLANNING SERVICES

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NEEDS ASSESSMENT / MASTERPLANNING OVERVIEW

- Phase 1 – Needs Assessment and Facility Masterplanning
- Phase 2 – Concept Fit Plans
- Phase 3 – Grant or other funding sources
- Phase 4 – Project Implementation
 - Upon full project approval
 - Schematic Design through Construction

NEEDS ASSESSMENT / MASTERPLANNING GOALS

- It will be essential that the Jail and Sheriff's Office operations remain open and fully functional throughout all phases of any new project which also includes the tunnel for inmate transporting to courts.
- The new Jail must connect to the existing secure tunnel or provide an alternative secure connection to the Justice Center secure elevators and Courts Holding areas.
- Maintain the existing radio tower in its current location.
- Accommodate current and future jail needs and operations.
- Accommodate current and future Sheriff's Office needs for patrol, detectives and administrative needs and operations including fleet and equipment storage.
- Accommodate current and future 911 Communications Center needs and operations.
- Accommodate current and future Emergency Management needs and operations.

NEEDS ASSESSMENT / MASTERPLANNING GOALS

- Accommodate current and future Coroner's Office needs and operations.
- Identify and address facility safety, security, space utilization, and technology needs in an efficient and cost-effective manner.
- Maintain a safe and efficient Jail and Sheriff's Office environment that promotes public safety.
- Operate safe, energy efficient jail and Sheriff's Office environment that promotes necessary county operations.
- Provide safe, efficient, collaborative work environments for county staff.
- Provide facilities that support the Sheriff's Office mission of "Protecting the county through partnership and professional service".
- Complete Phases 1 – 3 by April 30, 2025, or sooner.

FACILITY NEEDS ASSESSMENT

- The original portion of the building was built in 1958 with the addition in 1981.
- The current jail capacity is 70 beds.
- Equipment is aging and, in some cases, obsolete.



EXISTING FACILITY



DATED EQUIPMENT



STORAGE OVERFLOW



COMBINED SPACE



OUTDATED INFRASTRUCTURE

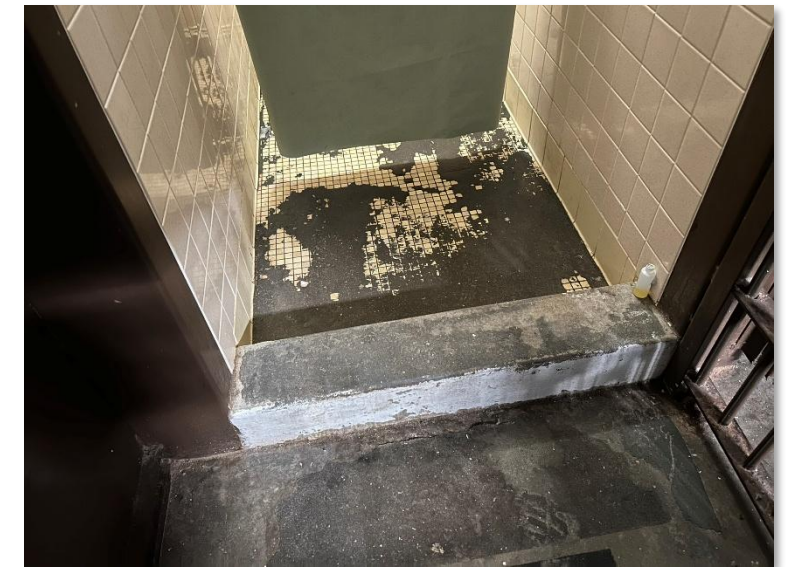
EXISTING FACILITY



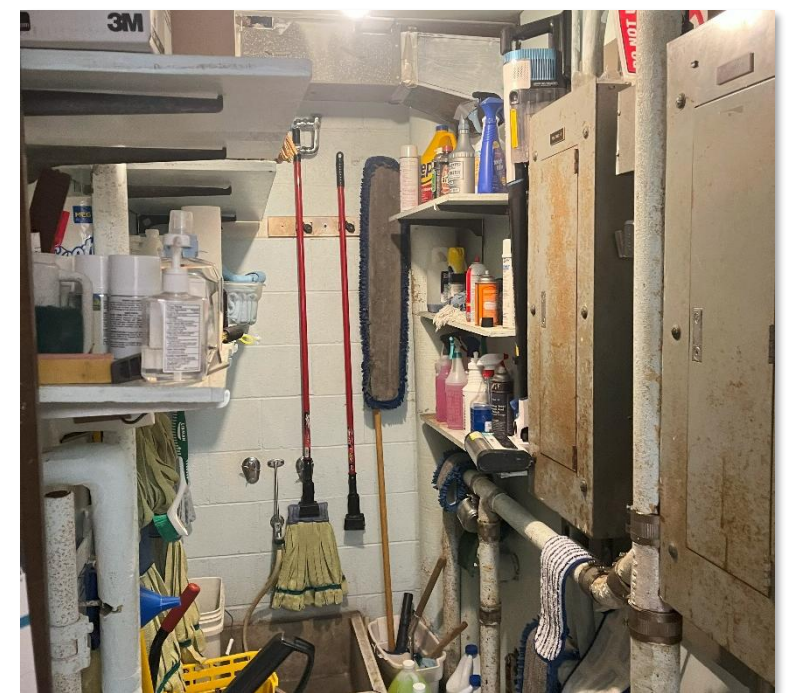
AGING DETENTION EQUIPMENT



CHASE



DETERIORATION



INADEQUATE SPACE

EXISTING FACILITY



BUILDING DEGRADATION



ABANDONED EQUIPMENT



KITCHEN EXPANSION

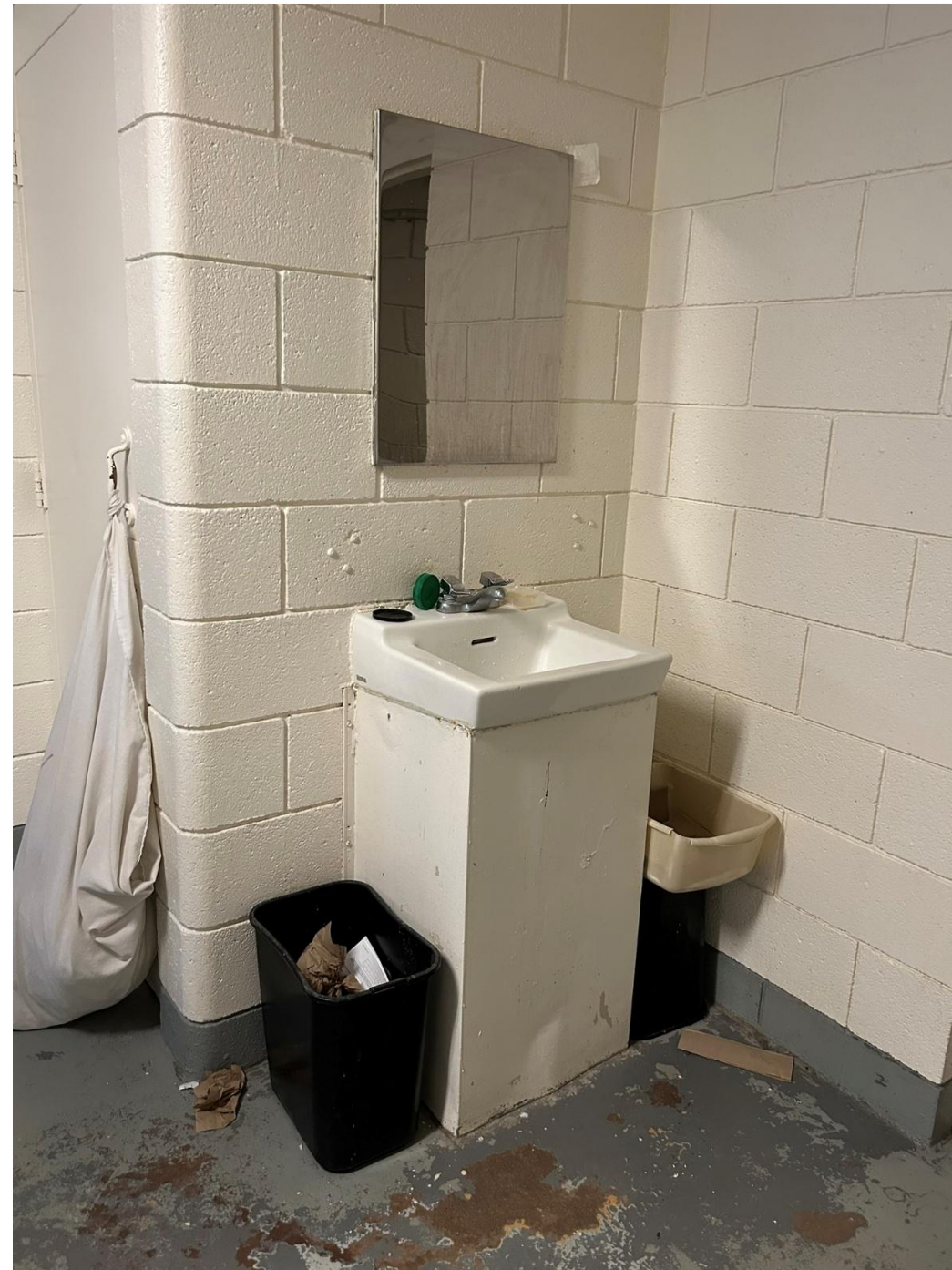


EXTERIOR ENVELOPE

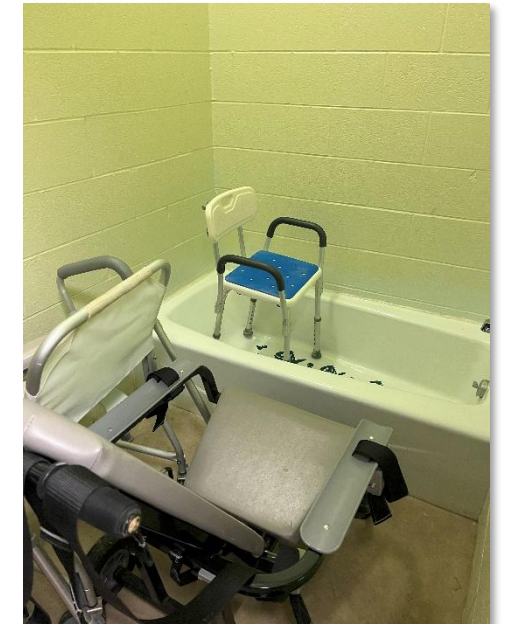
EXISTING FACILITY



POOR NATURAL LIGHT



MODIFIED FIXTURES



INACCESSIBLE (ADA) DESIGN



INADEQUATE WORK SPACE

BOOKING - COMPARISON

EXISTING



NEW



MASTER CONTROL - COMPARISON

EXISTING

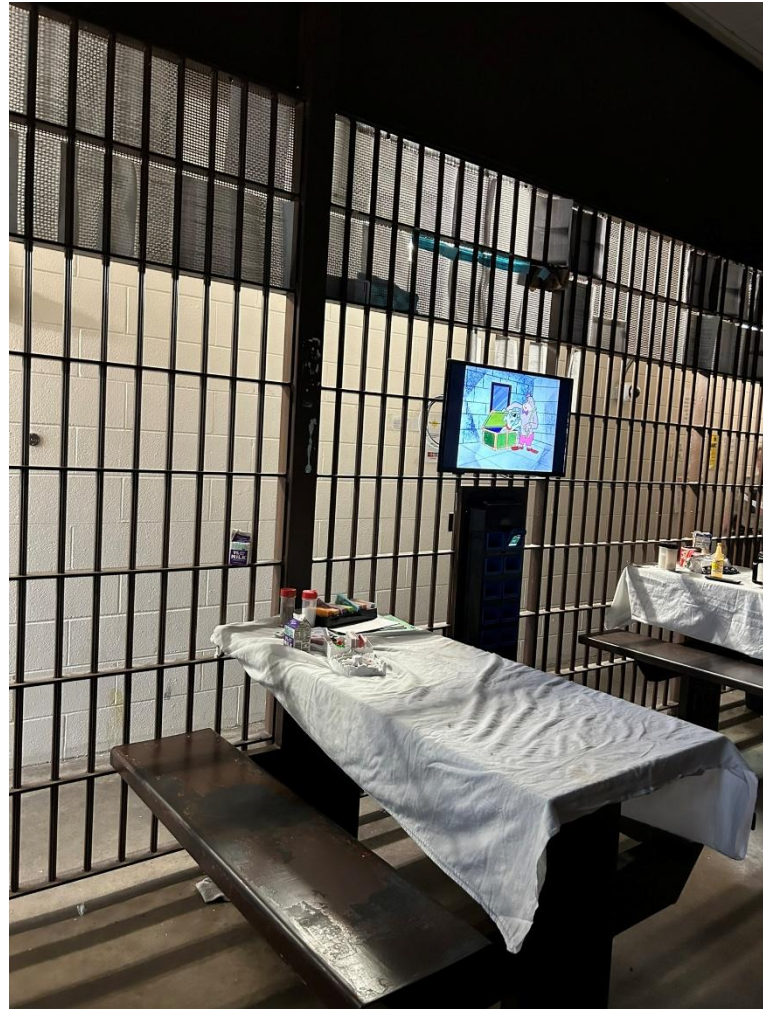


NEW



DAYROOM- COMPARISON

EXISTING

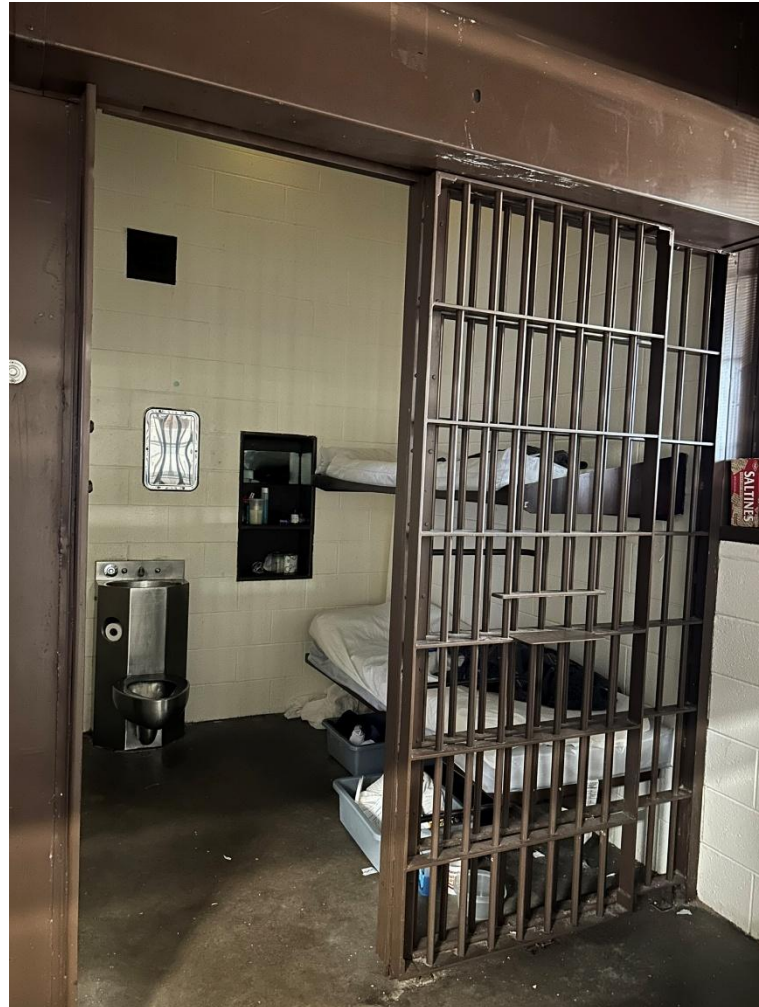


NEW



CELL COMPARISON

EXISTING

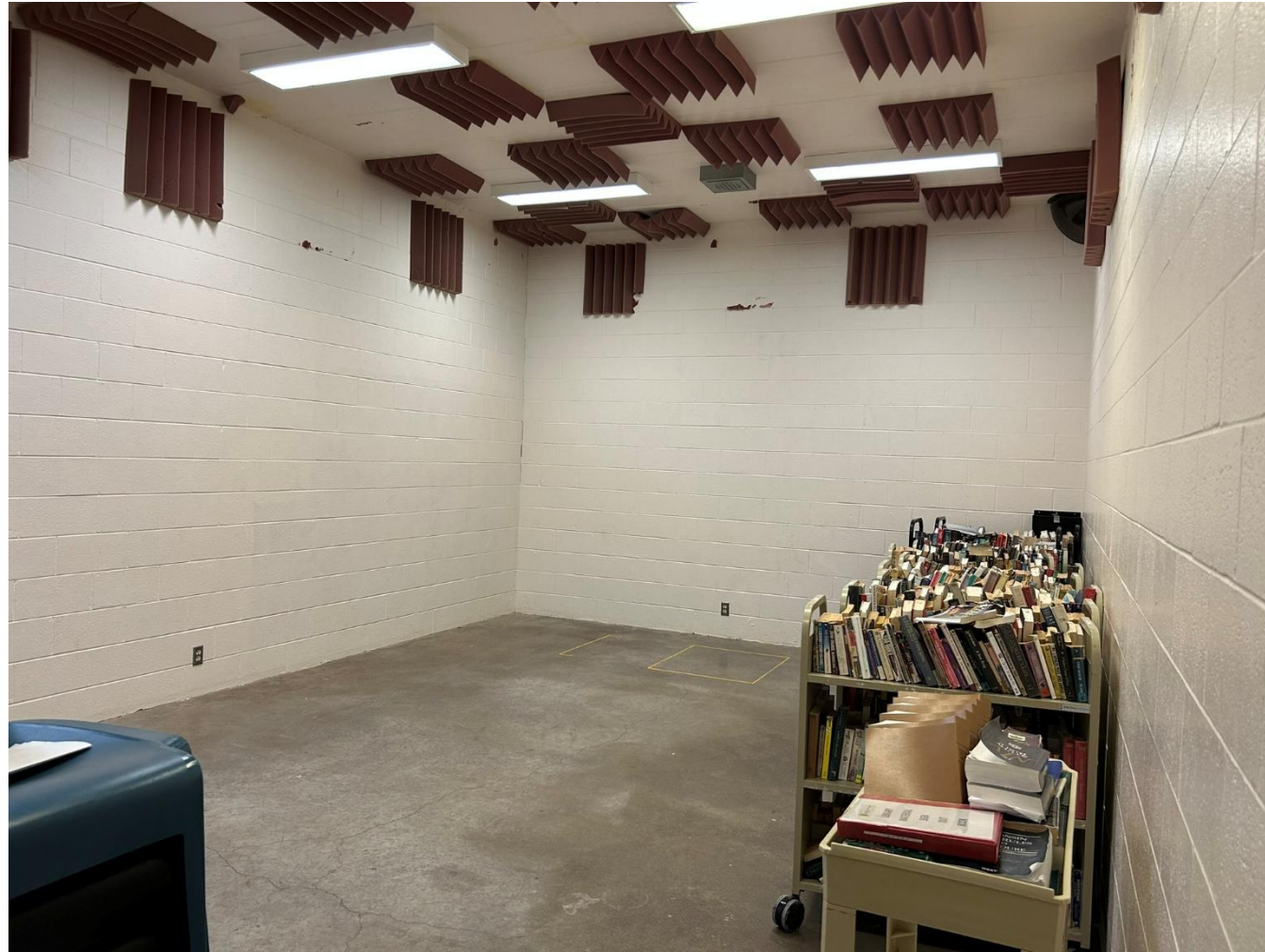


NEW



PROGRAM COMPARISON

EXISTING



NEW



LAUNDRY COMPARISON

EXISTING



NEW



FOOD SERVICE COMPARISON

EXISTING

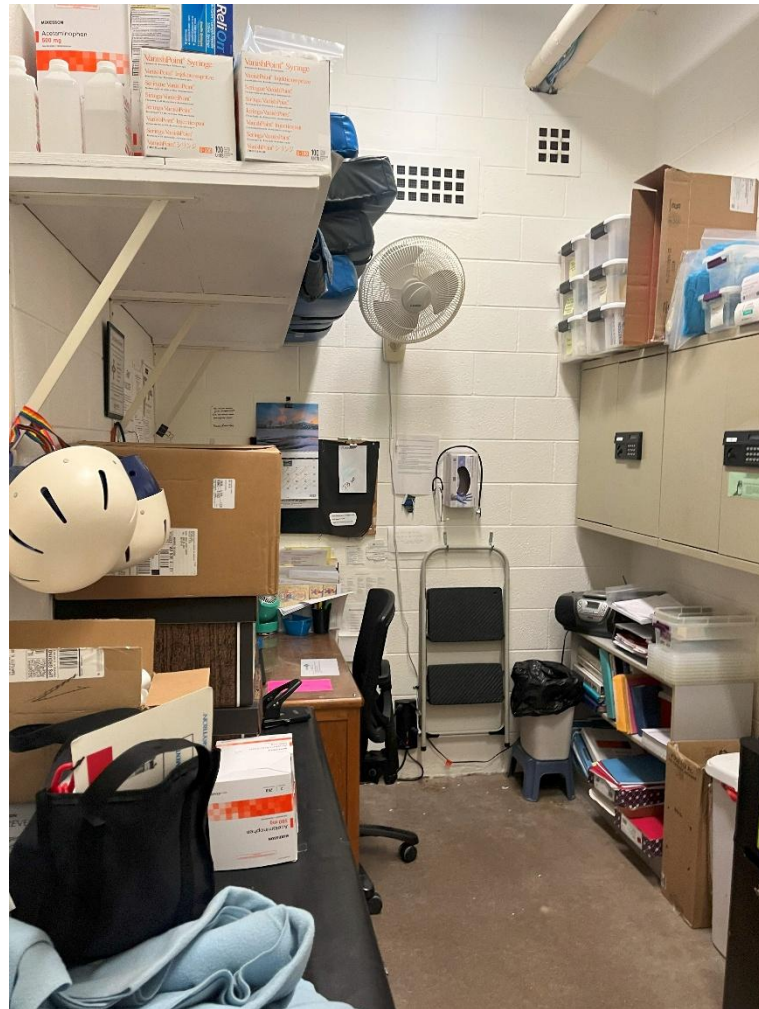


NEW



MEDICAL COMPARISON

EXISTING



NEW



The goal of jail planning is to make the jail design fit the operation.

- Jail operations drive the design of the jail, which ultimately drives the cost for both capital investment (building or remodeling costs) and for long term operations, (such as paying for corrections staff).
- The “number of beds” does not really drive the cost. 80 minimum beds may cost close to the same as 20 maximum beds, depending on design. Jails need to be planned for the flexibility for the classification demands for those incarcerated.
- For Green County, the Sheriff established an “operational team” to examine and determine the future operational plan for the jail and for establishing long-term “bed needs” in the county. This team worked with an even larger group from Green County, supported by professionals with various types of expertise. The goal is to provide a jail for at least the next 15 to 20 years of jail operations. The overall goal of jail planning is to create a design to fit the operation.

The bed, cell and housing unit counts

- Square footages for jails are driven by the number of inmates and then how many inmates will be in each cell, and how many cells will be in each housing block or unit. State Department of Corrections (DOC), regulations will have regulatory oversight of the local jail and significantly influence operations. The DOC sets mandates for the minimum number of square feet in the cell, and in the day room located in the housing unit and outside of these cells. Jail beds aren't the cost driver. The higher the number of cells, day rooms, housing units and square footage, the higher the cost of construction or remodeling.

Planning for Jail Beds. How Big?

- Common problems with jails across the country is that they don't have enough beds, or they don't have enough of the "right beds". Jail operations need to objectively classify inmates by behavior, and risk and need, and assign housing according to classification.
- In very general terms, inmates are housed in minimum, medium or maximum classified security levels. In addition to this, many of those detained have "special management needs" such as mental health or drug addiction, or behavioral and rule non-compliance. They may require specialized housing to manage their stay or conditions while incarcerated.
- Other inmates need to be "kept separate" for many reasons, including; being co-defendants, victims, witnesses, gang or family affiliation or other circumstances.
- Minimum inmates can be housed in a maximum unit but maximum inmates should not be housed in a minimum block. The same general rules apply for medium level inmates.

Jail Populations; What creates it?

- The two basic factors that create jail populations are: “How many are coming in (Bookings) and; How long do they stay?”
- Bookings and the intake process don’t always result in a stay at the jail. Many are booked and released because they are processed for court, processed for charges from law enforcement, or other reasons.
- An intake that results in a court appearance from the jail requires the individual to “stay” in the jail. This can be hours, days, or weeks or even longer. This causes a “Average Length of Stay”, (ALOS) and consumes jail beds.
- In Green County, ALOS appears to be the dominate factor in driving the ADP.

Green County Jail Average Length of Stay



Average Daily Populations (ADP) and Peak Populations

- ADP is created by combining the number of bookings by the number of jail bed days consumed, and then formulating that number into monthly or annual averages. Jail populations are constantly fluctuating. Averages help determine staff needs, budgets, service contracts, and other management needs. “Peak Jail Populations” is a different set of occupancy data that shows the high points in the inmate count, and it will always exceed the averages, as the average combines and smooths the differences between the high peaks and the lows. Peak populations show the high population in the month indicated. Jails are planned for Peaks so a bed is available when needed. There’s great value in comparing ADP and Peaks.

PHASE ONE – JAIL PLANNING ASSESSMENT

ADP compared to Peak Monthly Populations

Green County Jail ADP and Peak Populations



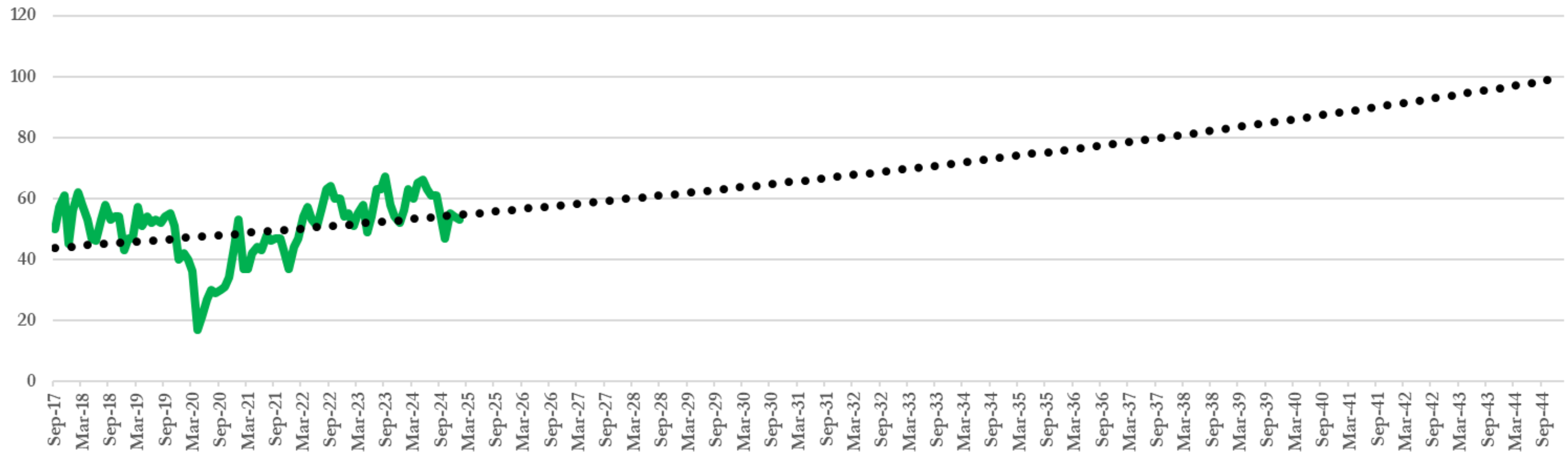
Jail Bed Projections and Forecasted Bed Needs

- For this project phase, Green County established a “Jail Operational Team” to work with Corrections Consultant Tom Weber. The first step was establishing mathematical projections for the future jail bed count. This required a historical collection of about ten years of monthly jail bed usage. From there, the future operational plan was conceived and inmate housing scenarios were developed for every classification, gender, intake processing and special management bed need for the future. Those work sessions resulted in housing unit, cell and bed plans based on inmate risk, need and gender, to address Peak Populations. When a design capacity is proposed, an additional 15 to 20% of beds are added to address operational capacity issues related to gender, class, housing separate, or other special management needs.

PHASE ONE – JAIL PLANNING ASSESSMENT

Various mathematical equations were considered and used to compare the impact of Covid-19 on the historical usage levels and trendlines. In the end, there was no significant changes on the predictive trends for the future when using actual jail data over ten years or supplanting Covid-19 monthly data with averages.

Green County Jail Monthly Projected Number of ALL Inmates to 2045, Trendline with Actual Data



Green County Jail total future “ bed count”

- Jails capacity is defined in two ways; operational and design capacity. The industry standard across the country is jails “operate” at a capacity of about 80 to 85% of design capacity. Operational policy and procedures cause a difference in bed availability mainly due to gender numbers and classification results.
- With a planned bed need for 2045 for about 100 occupied beds at times of peak population demand, the design plan based on the mathematical projections alone, should consider a total minimum design capacity of between 115 and 120 total beds, to accommodate operational needs.
- The planning exercises completed with the operational planning team resulted in a comparable jail bed design plan for about 124 total beds. This is pretty consistent with the mathematical created projections.
- The likely breakdown between female and male beds will result in about 25% of all jail beds being available for female inmates. This is consistent with recent national levels and expectations.

Some of the local factors for the jail design

- Beds and housing units need to be flexible, for various classifications and for both genders to use as the population changes from day to day or year to year.
- Because the jail will be small, designing the housing units or dormitories similarly, will allow flexibility for assigning the different inmate types to the housing units. Inmates can be moved to different sized units to accommodate the fluctuating population levels by gender and classification level.
- In Green County, the bed numbers in each housing area will range within the various housing units to assist in this housing unit plan.

SPACE PROGRAMMING - JAIL

Opening Bed Capacity = 94 Beds Future Bed Capacity = 124 Beds

NO.	SPACE DESCRIPTION	EXISTING AREA (GSF)	PROPOSED AREA (GSF)	NOTES
100 JAIL				
101	PUBLIC LOBBY & VISITATION	744	1,326	
102	JAIL ADMINISTRATION	140	0	
103	STAFF SUPPORT	402	918	
104	CENTRAL CONTROL	140	1,785	
105	INTAKE & RELEASE	1,616	10,177	
106	MEDICAL SERVICES	132	756	
107	FOOD SERVICE	896	3,632	
108	LAUNDRY	69	741	
109	RECEIVING / STORAGE / MAINTENANCE	34	1,352	
110	INMATE PROGRAMS	524	1,612	
111	WORK RELEASE PROCESSING	189	1,005	
112	HOUSING - SHARED	67	117	
113	HOUSING - UNIT 1 - SMU - ADMIN SEG / PC / DIS SEG /	0	1,295	5 single cells = 5 beds
114	HOUSING - UNIT 2 - SMU - ADMIN SEG / PC / DIS SEG /	0	1,295	5 single cells = 5 beds
115	HOUSING - UNIT 3 - SMU - MENTAL HEALTH / MEDICAL	0	522	2 single cells = 2 beds
116	HOUSING - UNIT 4 - SMU - MENTAL HEALTH / MEDICAL	474	522	2 single cells = 2 beds
117	HOUSING - UNIT 5 - MAXIMUM - MALE	645	1,295	5 single cells = 5 beds
118	HOUSING - UNIT 6 - MAXIMUM - FLEX GENDER	678	1,295	5 single cells = 5 beds
119	HOUSING - UNIT 7 - MEDIUM HIGH - MALE	853	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
120	HOUSING - UNIT 8 - MEDIUM HIGH - MALE	853	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
121	HOUSING - UNIT 9 - MEDIUM HIGH - FEMALE	670	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
122	HOUSING - UNIT 10 - MEDIUM LOW - MALE	839	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
123	HOUSING - UNIT 11 - MEDIUM LOW - MALE	856	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
124	HOUSING - UNIT 12 - MEDIUM LOW - FEMALE	0	1,635	5 double occupancy cells = 10 beds (Opening with single bunk)
125	HOUSING - UNIT 13 - MIN / HUBER / TRUSTEE - MALE	921	2,291	Dormitory = 15 beds
126	HOUSING - UNIT 14 - MIN / HUBER / TRUSTEE - MALE	1,034	2,291	Dormitory = 15 beds
127	HOUSING - UNIT 15 - MIN / HUBER / TRUSTEE - MALE	0	112	Beds moved into Units 13 and 14.
128	HOUSING - UNIT 16 - MIN / HUBER / TRUSTEE - FEMALE	0	1,715	Dormitory = 10 beds
				Existing Jail is 54 beds + Huber 14 beds = 68 beds.
				New Jail includes 54 cells and Dormitory 40 beds = opening capacity at 94 beds.
				Future double bunking of 30 cells = 84 beds and Dormitory 40 beds = 124 beds.

Jail Subtotal		12,773	45,868
Mechanical / Electrical Grossing Factor	0.22	640	10,091
Subtotal		13,413	55,959
Major Circulation Factor		1341	
	0.10		5,596
JAIL TOTAL GROSS BUILDING AREA (GSF)		14,755	61,555

SPACE PROGRAMMING – LAW ENFORCEMENT

Program includes Dispatch, Coroner and Emergency Management

NO.	SPACE DESCRIPTION	EXISTING AREA (GSF)	PROPOSED AREA (GSF)	NOTES
200	LAW ENFORCEMENT CENTER			
201	PUBLIC LOBBY & VISITOR SECTOR	676	1,451	
202	SHERIFF'S ADMINISTRATION	2,547	3,437	
203	911/DISPATCH	663	3,436	Currently 3 dispatch centers in the County (County (3), Monroe P.D. (2) and Broadhead P.D. (1)) and expect this will consolidate to one at the Sheriff's location.
204	COMMUNITY ROOM / TRAINING	0	4,308	Training subdivided into 3 rooms to allow other County agencies to utilize these in addition to meeting space in the Justice Center.
205	INVESTIGATIONS	212	1,620	
206	PATROL	1,031	1,337	
207	EVIDENCE	517	1,688	
208	STAFF SUPPORT	924	5,630	
209	BUILDING SUPPORT	757	612	
210	INFORMATION & TECHNOLOGY SERVICES	501	648	
211	EMERGENCY OPERATIONS	852	1,040	
212	GARAGE	0	10,950	18 vehicle stalls.
213	CORONER	1,127	1,500	Relocates from the Justice Center.

Law Enforcement Subtotal		9,805	37,655
Mechanical / Electrical Grossing Factor	0.22	641	8,284
Subtotal		10,446	45,940
Major Circulation Factor	0.10	1,045	4,594

LAW ENFORCEMENT TOTAL GROSS BUILDING AREA (GSF)

11,491	50,534
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Dispatch + Coroner + Emergency Operations + M&E + Circulation = 8,020 gsf

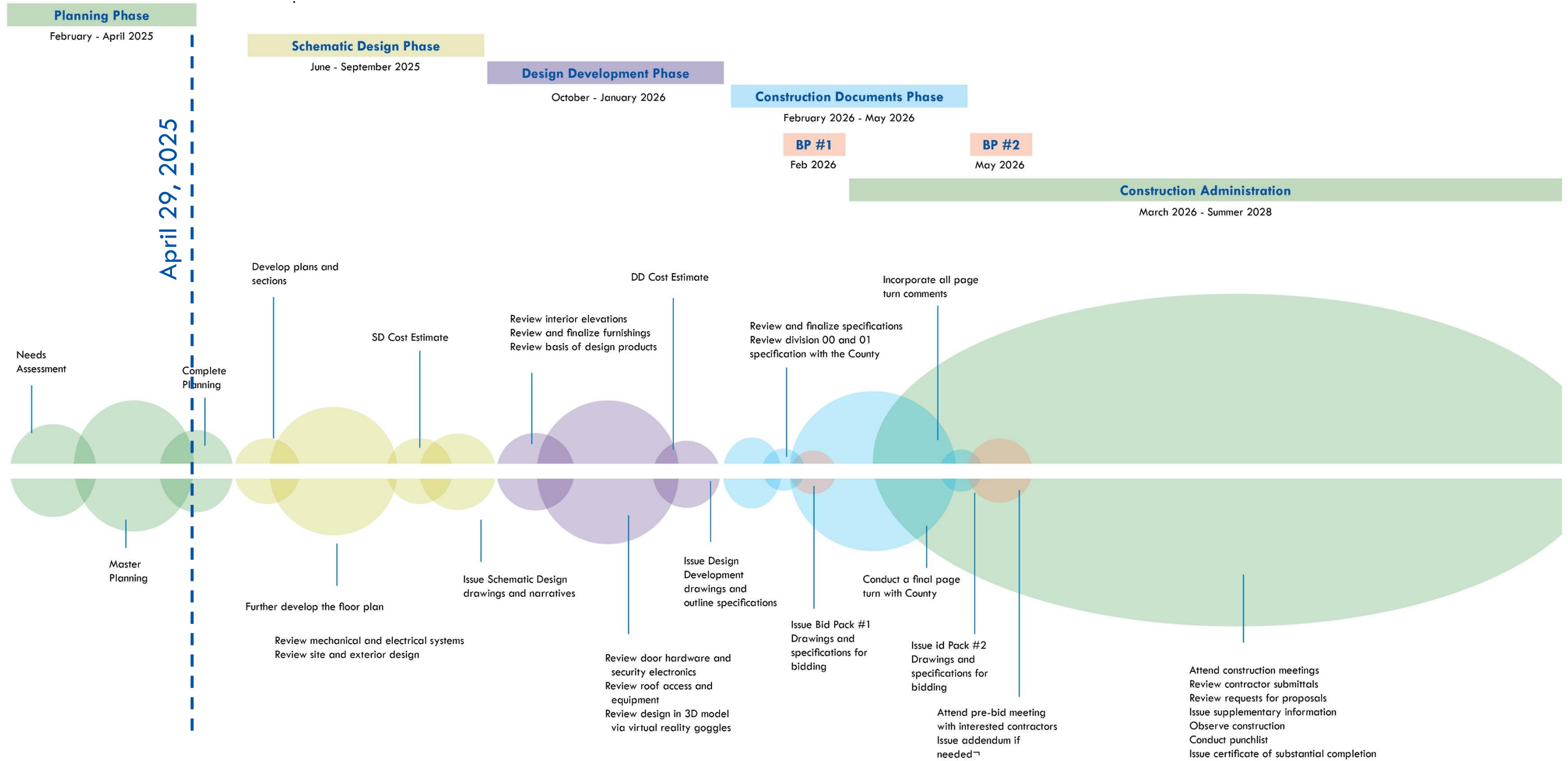
SITE CONCEPT PLAN



CONCEPT PLAN



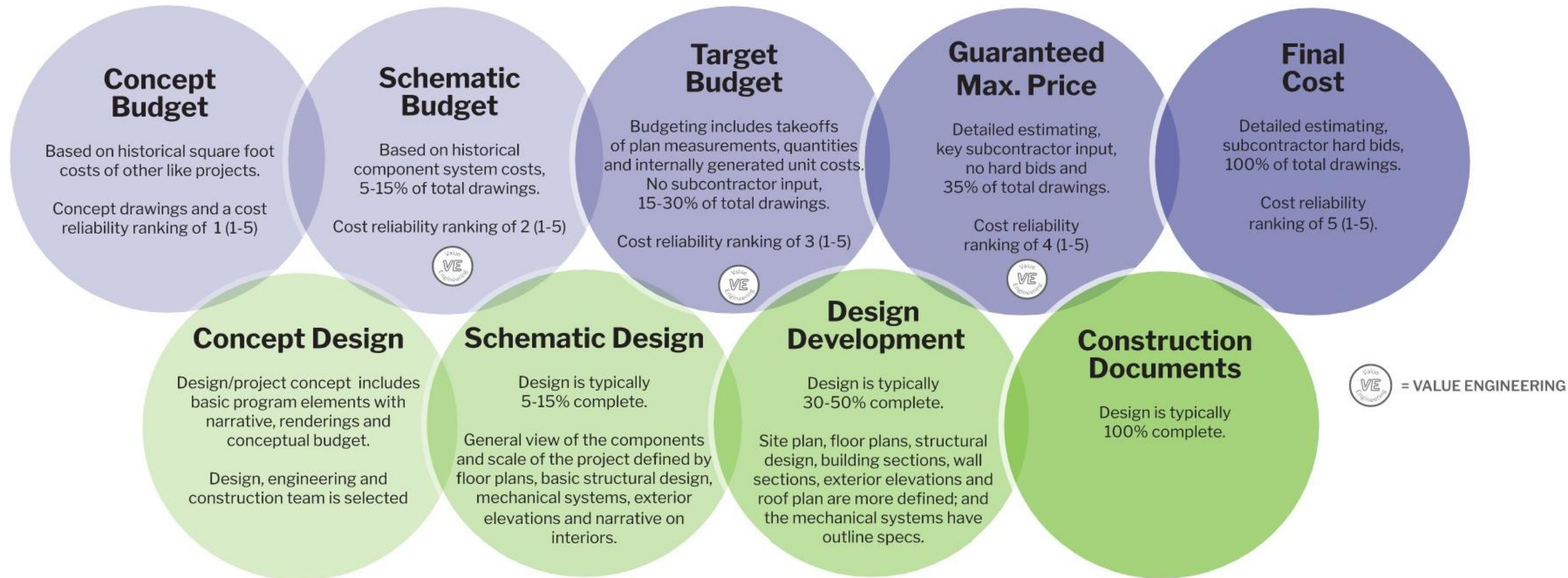
SCHEDULE PROPOSED



NEXT STEPS



HOW PROJECT COSTS EVOLVE



BUDGET TYPE	ESTIMATING METHODOLOGY	% OF TOTAL DRAWINGS	COST RELIABILITY	RECOMMENDED CONTINGENCY
Concept Budget	Based on historical square foot costs	0%	1	10%
Schematic Budget	Historical component systems costs	5%	2	10%
Target Price	Internally generated unit costs, no subcontractor input	15%	3	5%
Guaranteed Max. Price (GMP)	Detailed estimating, subcontractor input, no hard bids	35%	4	3%
FINAL COST	Detailed estimating, subcontractor hard bids	100%	5	3%



KEY DATES

- Combined Committee Meeting – June 10, 2025 @ 5:00 p.m.
- County Board Presentation – June 10, 2025 @ 7:00 p.m.
 - April 29th Materials + Concept Budget
 - Approve Phase 4 – Design
- County Board Presentation – November 11, 2025
 - Schematic Design and Budget Presentation
- County Board Presentation – February 10, 2026
 - Design Development and Bid Pack #1
 - GMP
 - Authorization to Proceed with Construction
- Construction Start – Spring 2026

QUESTIONS

