



**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL
PURCHASING DEPARTMENT
160 Peregory Lane
Charlottesville, VA 22902
P: (434) 977-6981 F: (434) 977-9617**

Project: RFP 2024-100623-01 AE Services

Due Date: October 6, 2023, 10:00 a.m. EST

ADDENDUM NO. 1

1. Please see attached agenda and sign in sheet for the pre-conference meeting held on September 21, 2023 at Albemarle Charlottesville Regional Jail.
2. The RFP Due date is on **October 6, 2023, 10:00 a.m. EST**. Late RFP's will not be accepted.
3. Below are question and answers addressed at the meeting:
Q: What are known challenges ACRJ may face during this renovation?
A: ACRJ may potentially run into system issues as the bulk of the renovation is the 1974 addition of the building. Systems issues such as air filtrations, HVAC, security, electrical, and plumbing systems.

Q: What other requirements do you foresee are needed not covered in the RFP?
A: Some requirements may include staff special management unit, classroom space, and visitation area/professional visitation area. Although covered in the RFP, please be mindful that community engagement is expected.

Q: Is the RFP strictly AE combined proposal or will ACRJ accept separate discipline proposals?

A: Preference will be given to the firm that has all relative services in-house

Q: Are there any DOC related kitchen issues?

A: No, only appliances issues.

Q: Is there a plan on how the construction process will commence?

A: The construction is planned to be executed continuously. Inmate and staff will be relocated as necessary to eliminate disruptions in the construction process.

Q: are there any desire to expand?

A: the purpose of the renovation is to improve the facility and not to increase bed capacity. However, the square footage of the overall facility maybe increased if necessary to accomplish the goal of the renovation.

Q: What is the current ACRJ staffing rate?

A: 132 staff, authorized 162, 70 staff onsite (daily average).

Q: Are there any issues on inmates breaking or tampering security cameras?

A: No. However, we have had issues with some covering them with garments.

Q: Are there any other requests for space expansion?

A: Office spaces support services would be ideal.

Q: What jurisdiction does ACRJ serves?

A: City of Charlottesville, Albemarle County and Nelson County

Q: Types of air handlers:

A: 9 heating and cooling, 1 auxiliary, 2 heating/air ventilation – all of which takes from outside

Q: Is ACRJ's budget already approved?

A: ACRJ is approved for the 25% reimbursement. Between October and December we will be securing financing for the project. The intent is to have financing secured by January or February of 2024.

4. Please see attached CB & CP Studies.

Vendor acknowledgement of Addendum No. 1:

Vendor: _____

Name: _____

Signature: _____

Date: _____

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL
PURCHASING DEPARTMENT
PRE-CONFERENCE MEETING**

Project: RFP 2024-100623-01 AE Services
Location: 160 Peregory Lane, Muster Room, Charlottesville, VA 22902
Date: September 21, 2023, 10:00 a.m. EST

AGENDA

Please silence all phones!

- I.** Introduction
Lyn Wrigley, Purchasing Agent/Finance

Evaluation Panel:

Col. Martin Kumer, Superintendent
Lt. Col. Robert Barnabei, Deputy Superintendent
CPT. William Thomas, Chief of Facilities

- II.** Important Dates

Event	Date
Publish RFP	Friday, September 1, 2023
Pre-conference Meeting	Thursday, September 21, 2023
Ask Final Questions about the RFP	Monday, September 25, 2023
Post final Addenda	Wednesday, September 27, 2023
RFP Due Date	Friday, October 6, 2023

LATE RFP'S WILL NOT BE ACCEPTED

- III.** Send all questions in writing to: wrigleya@acrj.org
IV. Question and Answer

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL
PURCHASING DEPARTMENT
PRE-CONFERENCE MEETING SIGN-IN SHEET**

Project: RFP 2024-100623-01 AE Services
Location: 160 Peregriny Lane, Muster Room, Charlottesville, VA 22902
Date: September 21, 2023, 10:00 a.m. EST

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Phone No.:	
Fax No.:	
E-Mail:	

Name:	Sgt Turner
Organization:	ACRT
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Fax No.:	
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Fax No.:	
E-Mail:	

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Organization:	
Phone No.:	
Fax No.:	
E-Mail:	

COMMUNITY BASED CORRECTIONS PLAN **NEEDS ASSESSMENT**

FOR THE

**ALBEMARLE - CHARLOTTESVILLE
REGIONAL JAIL (ACRJ)**

CHARLOTTESVILLE, VIRGINIA

DECEMBER 22, 2021

MOSELEYARCHITECTS

**ALBEMARLE - CHARLOTTESVILLE REGIONAL JAIL
CBCP NEEDS ASSESSMENT**

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**ALBEMARLE - CHARLOTTESVILLE REGIONAL JAIL
CBCP NEEDS ASSESSMENT**

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**COMMUNITY BASED CORRECTIONS PLAN
NEEDS ASSESSMENT OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION I
INTRODUCTION**

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I. INTRODUCTION

Moseley Architects prepared this Community Based Corrections Plan (CBCP) Needs Assessment in support of a proposed renovation and expansion to the existing Albemarle Charlottesville Regional Jail (ACRJ). The original jail was opened in 1974 with a rated capacity of 209 inmates and was expanded in 2000 adding 120 beds to its rated capacity for a total rated capacity of 329 as established by the Virginia Department of Corrections. The current inmate population averages in excess of 375 inmates including approximately 60 on Home Electronic Incarceration. The projected inmate population is not anticipated to increase in the foreseeable future as the localities served have implemented action plans and practices to provide alternatives to incarceration as a part of the local criminal justice initiatives. This proposed project's goals include providing increased safety and security for detainees and staff, striving to meet the current Board of Corrections' Standards for the Planning Design, Construction and Reimbursement for Local Correction Facilities, while providing a facility based on trauma-informed design principles. The companion to this document is the CBCP Planning Study, also prepared by Moseley Architects.

A. GENERAL DESCRIPTION

The Albemarle – Charlottesville Regional Jail (ACRJ), located on 28 acres in Charlottesville, Virginia, was constructed in 2005-2006. The Albemarle-Charlottesville Regional Jail opened in the fall of 1974 as a result of the City of Charlottesville and the County of Albemarle deciding to build a new regional jail for housing local prisoners and closing the doors of their outdated jails. The staff from the city and county jails were combined and the name given to the facility was the Albemarle-Charlottesville Joint Security Complex. The name was later changed to the Albemarle-Charlottesville Regional Jail in 1996. The Jail incarcerates adult male and female detainees under the direction of the Albemarle - Charlottesville Authority Board representing the City of Charlottesville and the counties of Nelson and Albemarle. The existing facility is approximately 152,900 square feet in area and functions as the only jail for all three localities.

This report is organized to present the information required in a Community Based Corrections Plan in the following sequence.

- | | |
|-------------|--|
| Section I | Includes a brief introduction to the study, a summary of findings, and a description of the organization of the report. |
| Section II | Presents an analysis of the confined inmate population and inmate population trends. |
| Section III | Contains a description of the criminal justice system serving the regional Service Area. Information concerning crime and arrest trends are presented. |
| Section IV | Presents a summary of the physical layout of the existing jail. |
| Section V | Presents an overview of community-based programs intended to provide options to incarceration. |

Section VI Presents a population projection methodology, and an inmate¹ population forecast to the year 2035.

B. SUMMARY OF FINDINGS

Inmate Population Trends

- The Regional Jail, with the current capacity of 329, has consistently operated over its rated capacity for many years. Rated capacity is designated by the Virginia Department of Corrections and refers to the number of detainees that should be housed in the facility according to Standards.
- Upwards of 600 people have been held in a facility designed for 329. While some of the support spaces were originally designed for a larger population in anticipation of inmate population growth, housing space, support space and staffing allotments assume a population substantially below the number of inmates in the Jail.

Reported Crime

- Reported crime in the jail service area decreased from 6,967 in 2016 to 5,952 in 2020 – a total decrease of 14.5 percent over the five-year period. In 2020, there were an average of 496 crimes reported to law enforcement each month; on average 16 criminal offenses per day.
- There were 1,015 fewer crimes reported in 2020 than were reported in 2016. Four offense categories accounted for 45 percent of all reported crime in 2020. In ranked order, those categories are larceny, simple assault, drugs/narcotics, and destruction of property/vandalism. While there are different trends in each jurisdiction for larceny, simple assault, and destruction of property/vandalism, there is a very consistent drop across jurisdictions in the drug/narcotics category, where the total number of offenses across all jurisdictions decreased 60 percent from 2016-2020.

Reported Arrests

- A total of 13,458 adult arrests of serious Group A offenses were made by law enforcement in the jurisdictions that support the ACRJ over the five-year period ending in 2020 – an average of approximately 2,692 per year, and 224 arrests each month.
 - The two largest jurisdictions, Charlottesville, and Albemarle County, saw steep declines in arrests in the most recent years, following what were steep inclines in the years preceding.
 - Nelson County has seen a steady increase in arrests for the past several years.
- Over the five-year period 2016-2020, the most frequently occurring specific reported arrest offense categories have been simple assault and drug/narcotics, which accounted for 30 percent of all arrests in those five years.

¹ Throughout this document, the terms “detainee” and “inmate” are used interchangeably.

- The number of drug/narcotics arrests has fallen dramatically in each jurisdiction for a combined decrease of 75 percent over the past five years.

C. EXISTING JAIL FACILITY

- The Albemarle - Charlottesville Regional Jail (ACRJ), located in Charlottesville, Virginia, was constructed in 1974 with a rated capacity of 209 inmates. An expansion was completed in 2000 to increase the rated capacity to 329. An existing conditions assessment was conducted by Moseley Architects on Friday, November 19, 2021.
- The focus of the assessment is the identification of existing building deficiencies, such as excess wear and tear and failing systems due to the heavier than designed use and functions that are inadequate to manage the ongoing inmate population. The following items were noted from the existing conditions assessment.

D. INMATE POPULATION PLANNING FORECAST

- There are no indications in the historical data that suggest that the inmate population will increase substantially in the future. After reviewing many alternative forecast models, no models produced a growing inmate population.
- The ACRJ is operating at over the Virginia Department of Corrections established rated capacity. In October 2021 (the last month for which data were available), there were 375 total detainees including approximately 60 on Home Electronic Incarceration in a facility designed for 329. It is reasonable to assume that there will be continuing pressure on detention resources (including ACRJ bed space) as the region continues to grow.

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**COMMUNITY BASED CORRECTIONS PLAN
NEEDS ASSESSMENT OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION II
INMATE POPULATION TRENDS AND
CONFINED POPULATION**

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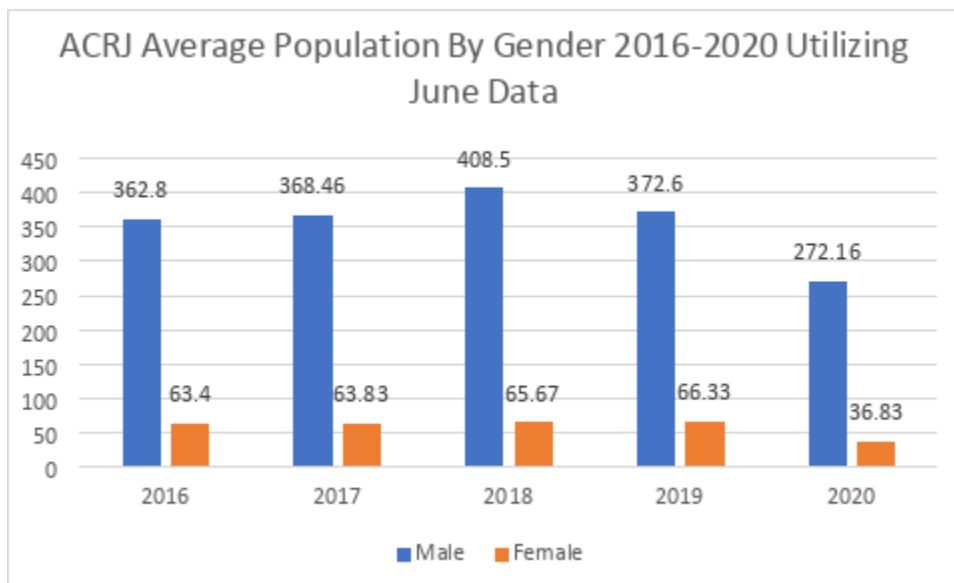
II. INMATE POPULATION TRENDS AND CONFINED POPULATION

1. Profile of Persons Confined in the Jail

This section of the report contains trends in the average daily population of the local jail by confinement status for the calendar years 2016-2020. Note that this data was provided by the State Compensation Board database and a single detainee could be placed in more than one category.

Inmate Population Trends by Confinement Status

1. For each year 2016-2019, approximately 15% of the jail population were female and 85% male. In 2020, the female population declined to 12% of the total population.
- 2.



- The following table captures the number of pretrial inmates housed by status by year.
- A number of inmates that are in “pretrial” status are awaiting sentencing on additional charges.

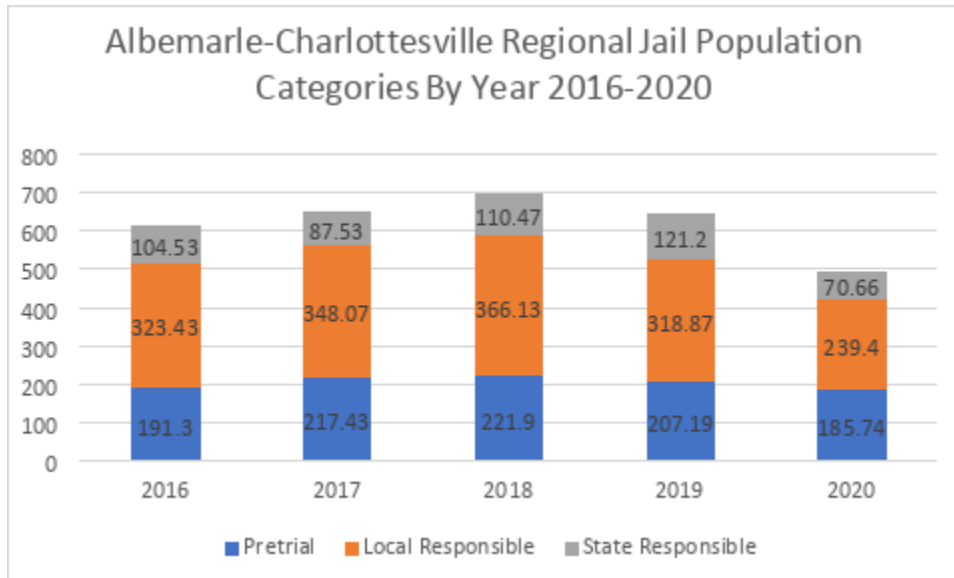
<i>Albemarle-Charlottesville Regional Jail</i>					
<i>Pretrial Inmates Housed by Status by Year (Utilizing June Data)</i>					
Category	2016	2017	2018	2019	2020
Rated Capacity	329	329	329	329	329
Total Pretrial Population	191.3	217.43	221.9	207.19	185.74
Pre-Trial Probation Violators	16.57	16.03	26.9	35.93	35.47
Pre-Trial Other Pre-trial	174.3	201.23	192.97	169.93	150.27
Pre-Trial Parole Violators	16.57	16.03	26.9	35.93	35.47
Pending Charges Pending SR	30	20.13	20.83	18.03	16.63
Pending Charges Pending LR	35.77	29.8	40.27	33.43	20.07

1. A detailed profile of persons confined in the local facility is displayed in the table that follows.

<i>Albemarle-Charlottesville Regional Jail</i>					
<i>Profile of Confined Persons 2016-2020 Utilizing June Data</i>					
Status	2016	2017	2018	2019	2020
Pre-Trial Probation Violators	16.57	16.03	26.9	35.93	35.47
Pre-Trial Parole Violators	0.43	0.17	2.03	1.33	0
Pre-Trial Other Pre-trial	174.3	201.23	192.97	169.93	150.27
Total Pretrial	191.3	217.43	221.9	207.19	185.74
Awaiting Trial w/SR Sentencing	30	20.13	20.83	18.03	16.63
Awaiting Trial w/ LR Sentencing	35.77	29.8	40.27	33.43	20.07
LR Felon	32.13	50.77	32.97	36.3	5.8
Sentenced Misdemeanant	32.47	26.63	47.8	22.77	6.07
Total LR Population	323.43	348.07	366.13	318.87	239.4
Ordinance Violation	1.77	3.3	2.37	1.13	0.07
HEM	0	0	0	0	5.03
SR Felon	104.53	87.53	110.47	121.2	70.67
Federal	6	5.03	7.8	5.5	11.67
LR Male	272.6	293.43	315.33	265.63	210.83
LR Female	49.07	51.33	48.37	52.1	27.5
SR Male	90.2	75.03	93.17	106.97	61.33

SR Female	14.33	12.5	17.3	14.23	9.33
Total SR (Male + Female)	104.53	87.53	110.47	121.2	70.66

- The chart below depicts the number of persons confined by categories over time. Both Pretrial and Local Responsible cases were on the rise through 2018 and have been declining steadily since. The State Responsible cases continued the upward trend through 2019, but declined in 2020.



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**COMMUNITY BASED CORRECTIONS PLAN
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**SECTION III
CRIMINAL JUSTICE SYSTEM TRENDS**

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III. CRIMINAL JUSTICE SYSTEM TRENDS

OVERVIEW

This section of the report presents an analysis of the criminal justice system data associated with reported crime, crime rates and adult arrests for the areas that service the Albemarle-Charlottesville Regional Jail. The information in this section of the report was obtained from the *Crime in Virginia* report published annually by the Virginia State Police, and from the Criminal Justice Planner at the Jefferson Area Community Corrections Board. The annual reports from the State Police are based on information submitted by City, County, University Police Departments and Sheriff's Departments. This section is organized as follows:

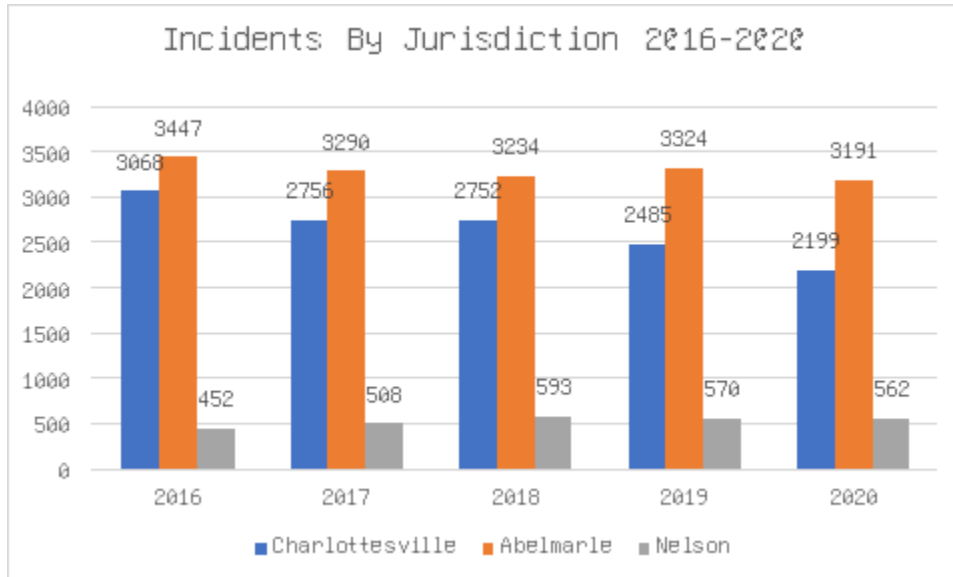
Section A presents an overview of crime trends and law enforcement resources for the five-year period ending in calendar year 2020.

Section B presents trends in adult arrests over a five-year period for both Group A (more serious) and Group B (less serious) offenses.

A. REPORTED CRIME, CRIME RATES & LAW ENFORCEMENT PERSONNEL

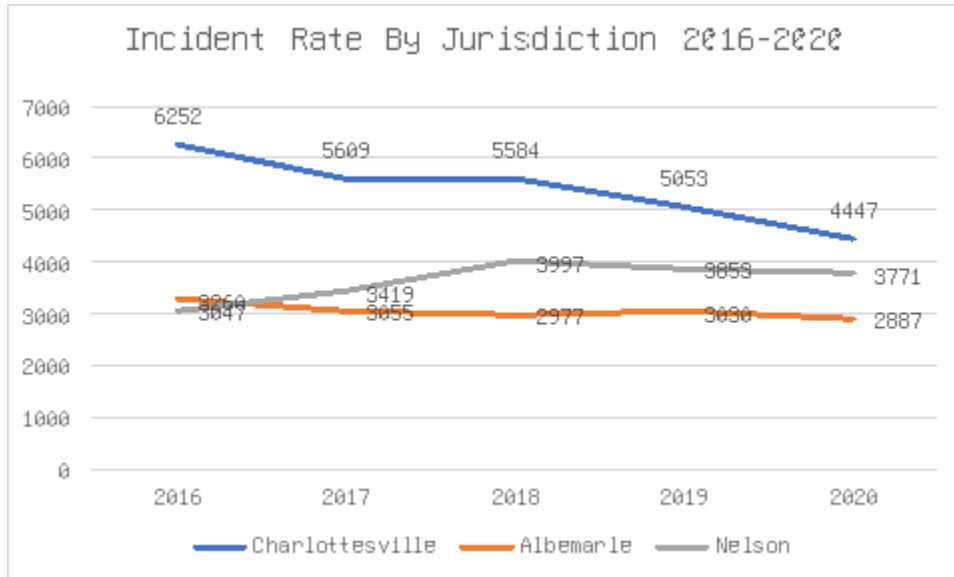
The State Police report both "Crime Incidents" and "Crime Offenses." Multiple offenses can be associated with a single incident.

- 1) The number of crime incidents reported to law enforcement are on a downward trend in Charlottesville. In Nelson County the number of incidents has been trending upward since a peak in 2018. In Albemarle, the numbers have been relatively steady but with a decrease in 2020.

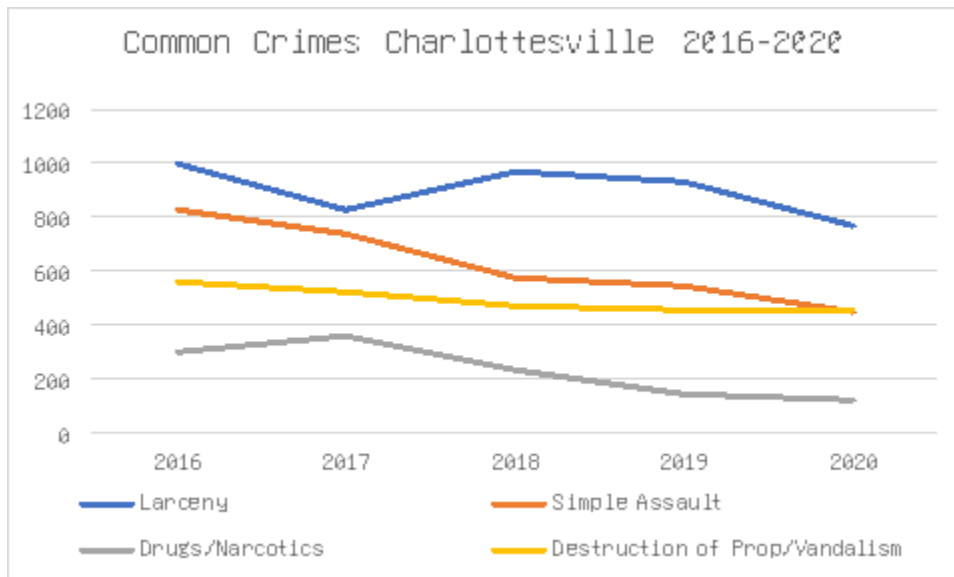


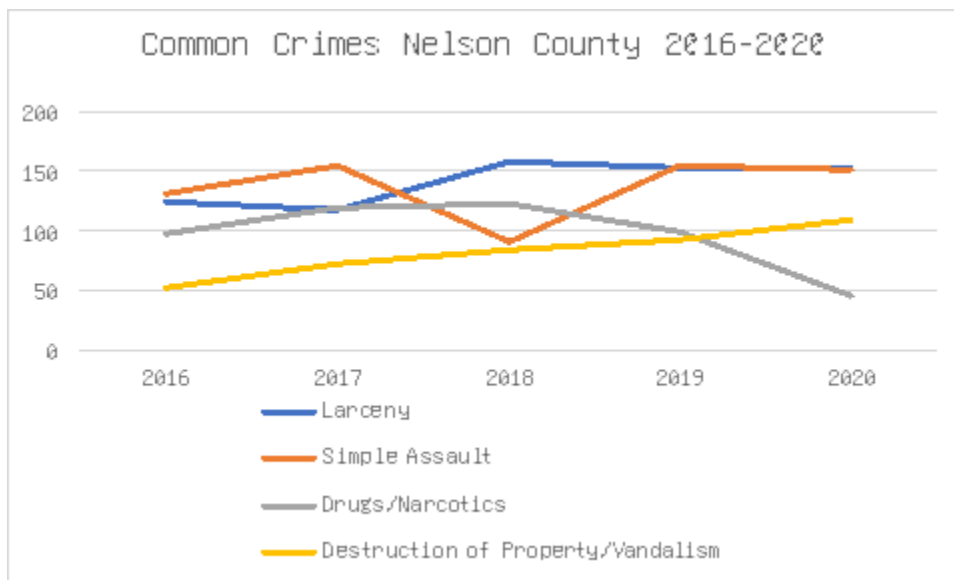
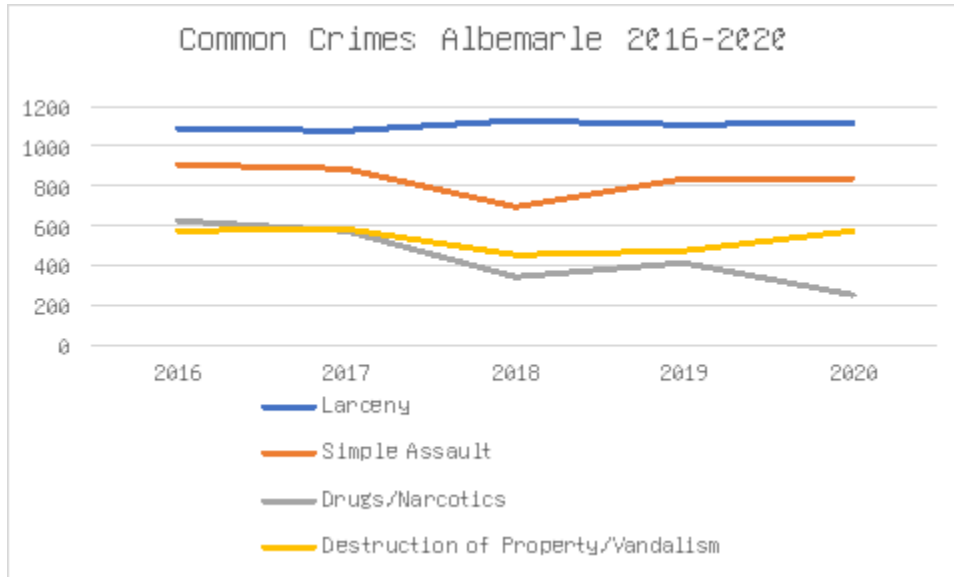
When the number of incidents is expressed as a rate per population, it is referred to as the incident rate. The benefit of viewing by rate is that it allows comparisons with prior years (by adjusting for population changes) and to other jurisdictions (by adjusting for differences in the total population).

- The population increased 3% from 169,621 in 2016 to 174,896 in 2020 in the three jurisdictions combined. Albemarle County grew by 4.6%, while each of the other jurisdictions grew by less than 1%.
- While Charlottesville’s incident rate is clearly declining, Albemarle County has been very steady, with a slight decline in 2020, and Nelson County is on a decline the past two years after an increase from 2016-2018.



- The top four most frequently reported criminal offenses in this five-year time period were consistent among all jurisdictions. They were: larceny, simple assault, drugs, and destruction of property/vandalism.
- The charts below show the trends in each jurisdiction.

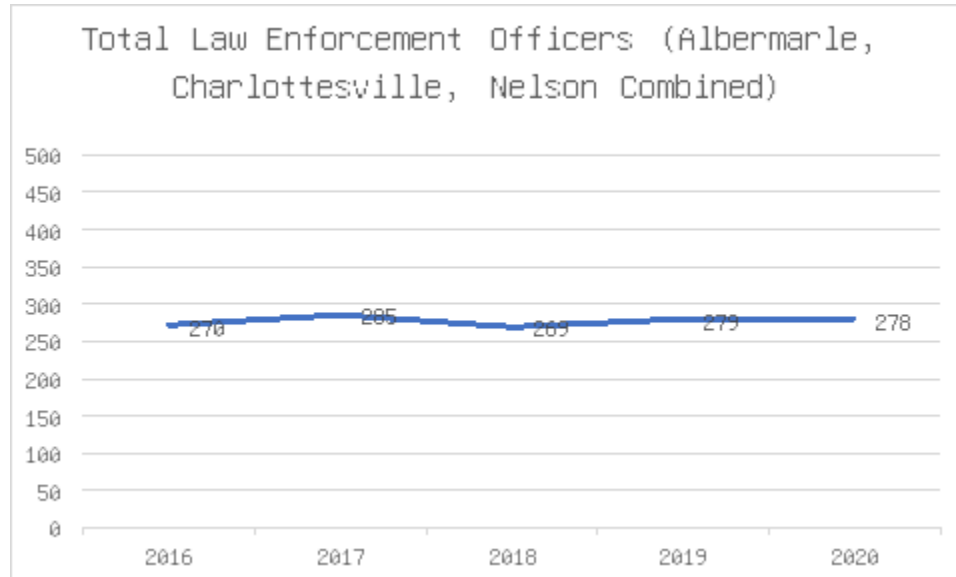




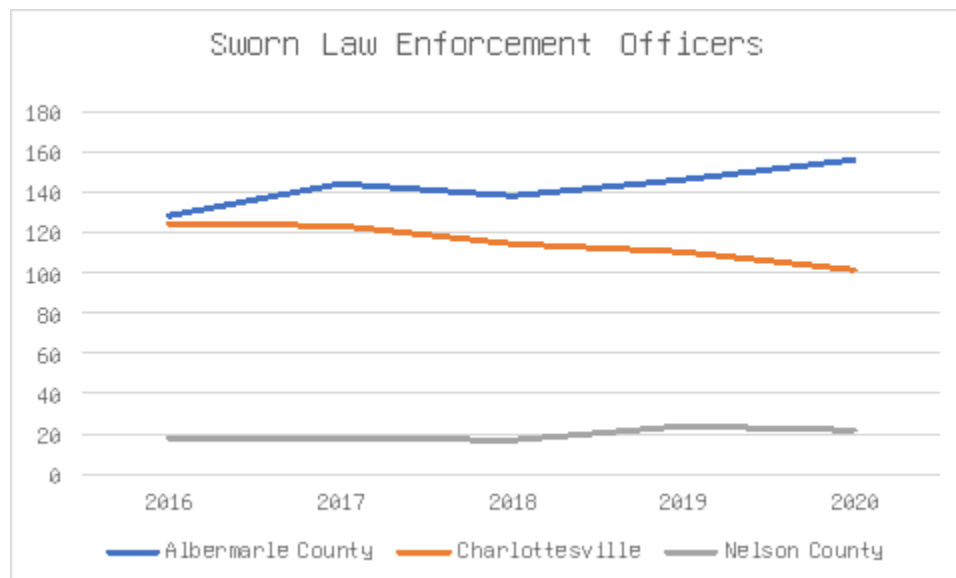
Law Enforcement Personnel Trends

The number of law enforcement personnel in a locality has been shown to be related to arrest volume. Arrest volume in turn is usually associated with jail intake volume.

- The number of law enforcement personnel in the region served by the ACRJ has been very steady from 2016-2020.



There were slight increases in the number of officers in Albermarle County and Nelson County, and a decrease in Charlottesville.

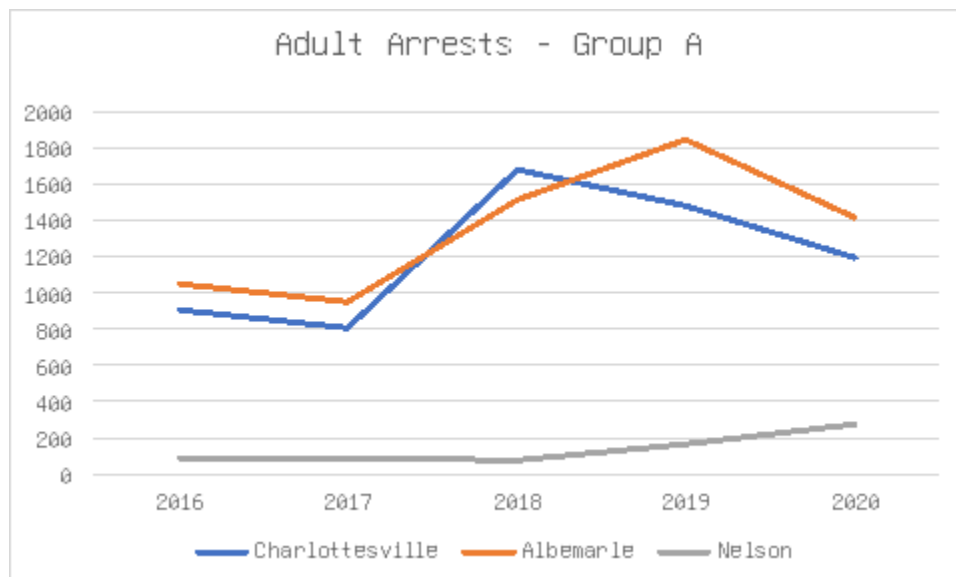


2. ARREST DATA

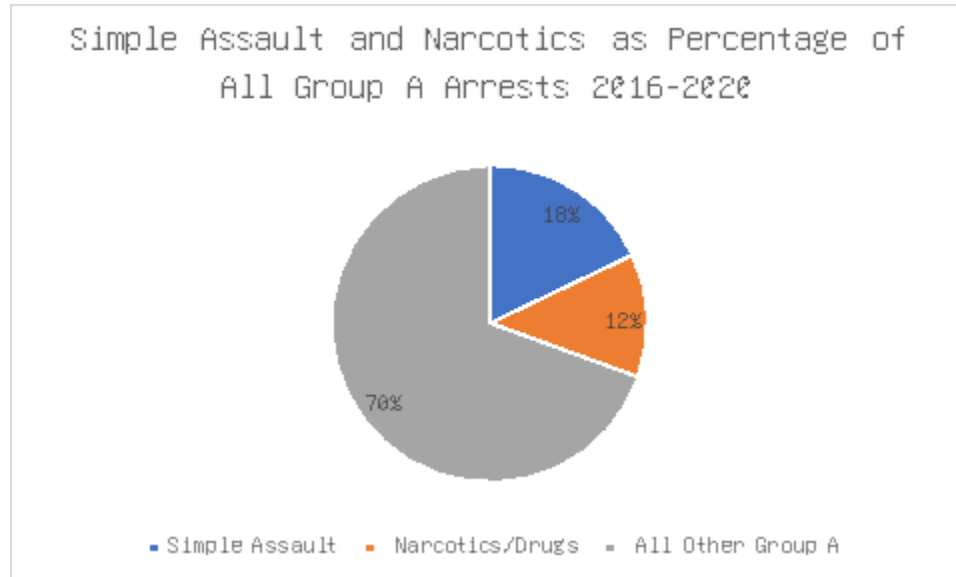
Arrest data for calendar years 2016 through 2020 were obtained from the *Crime in Virginia* reports. A summary of arrests for both Group A (serious) offenses and Group B (less serious) offenses are presented and described below for each jurisdiction.

Albermarle-Charlottesville Regional Jail – Group A Arrest Information

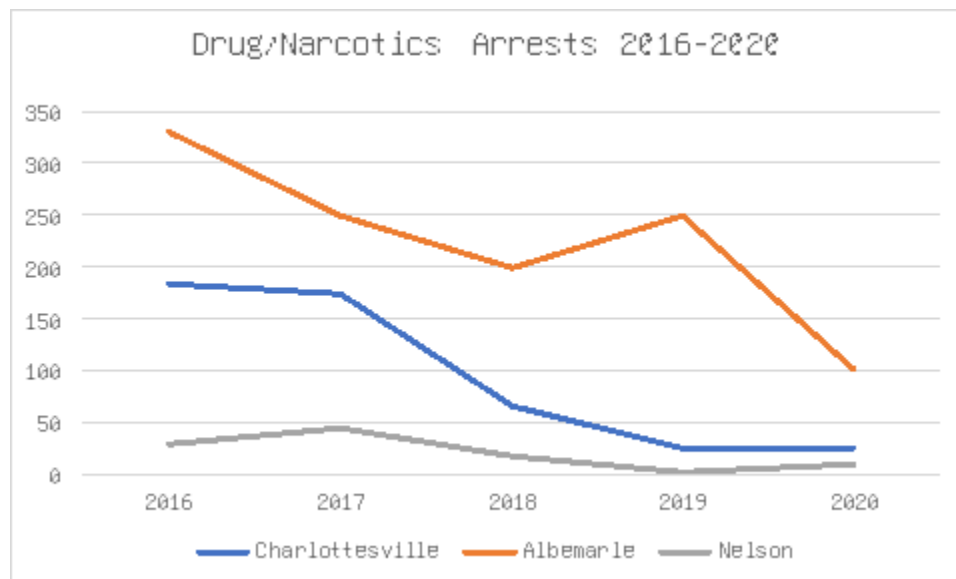
1. A total of 13,458 adult arrests were made by law enforcement over the five-year period ending 2020 – an average of approximately 2,692 per year and 224 arrests each month.
 - In Charlottesville, there was a 109% increase from 2017-2018, followed by a 29% decrease from 2018 to 2020. It should be noted that the steep decline began prior to the COVID pandemic.
 - In Albemarle, there was a 95% increase from 2017–2019, followed by a 23% decrease from 2019-2020. The steep decline here began prior to the COVID pandemic.
 - In Nelson, the arrests numbers remain steady for the first three years, followed by a 135% increase from 2018-2019, and another 64% increase from 2019- 2020.



- Over the last five years by far the most frequently occurring specific reported Group A arrest offense categories have been Simple Assault and Drugs/Narcotics. For the past five years, these two categories combined represent 30% as reflected below.



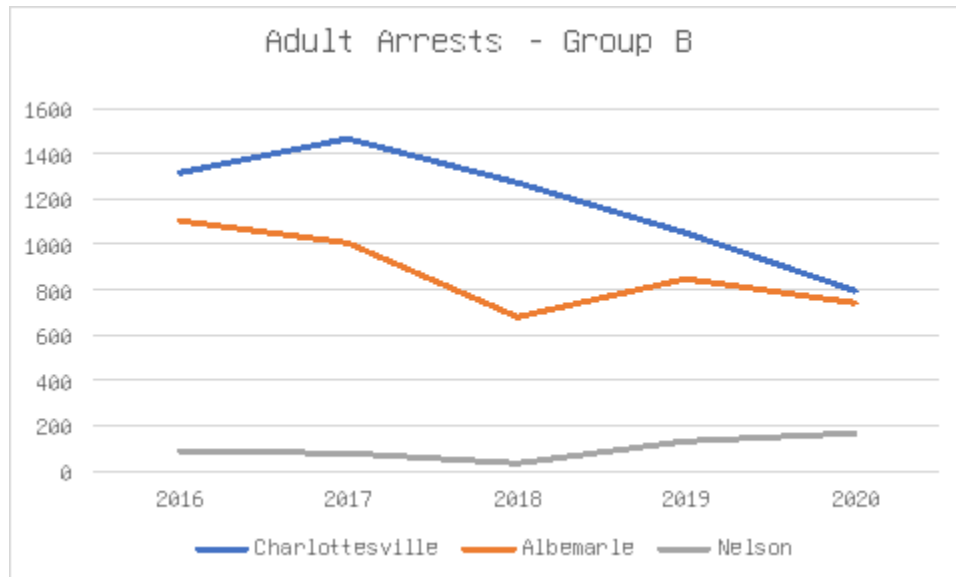
An interesting note is that the number of drug arrests, though still representing a large portion of all arrests, has been falling over time, perhaps due to changes in law and practice regarding marijuana.



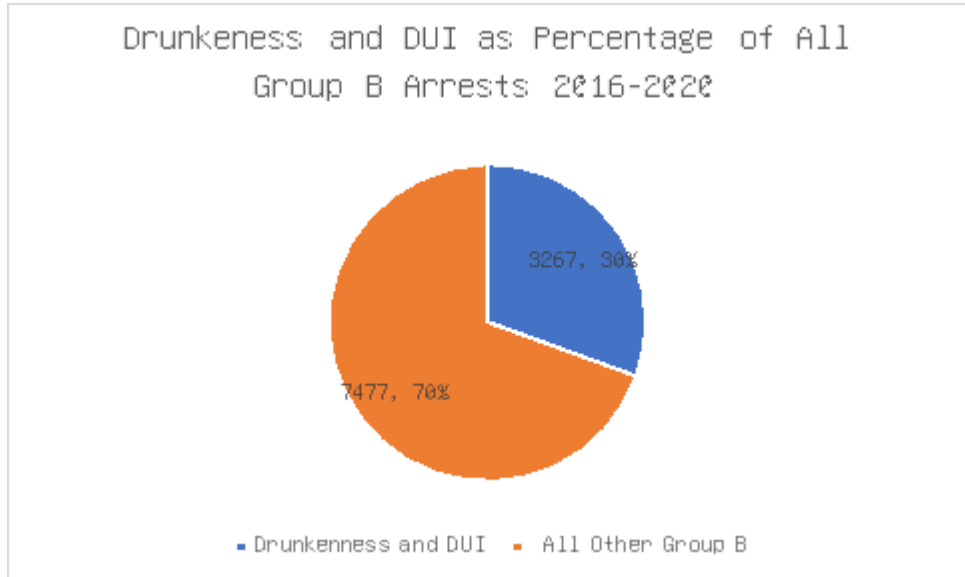
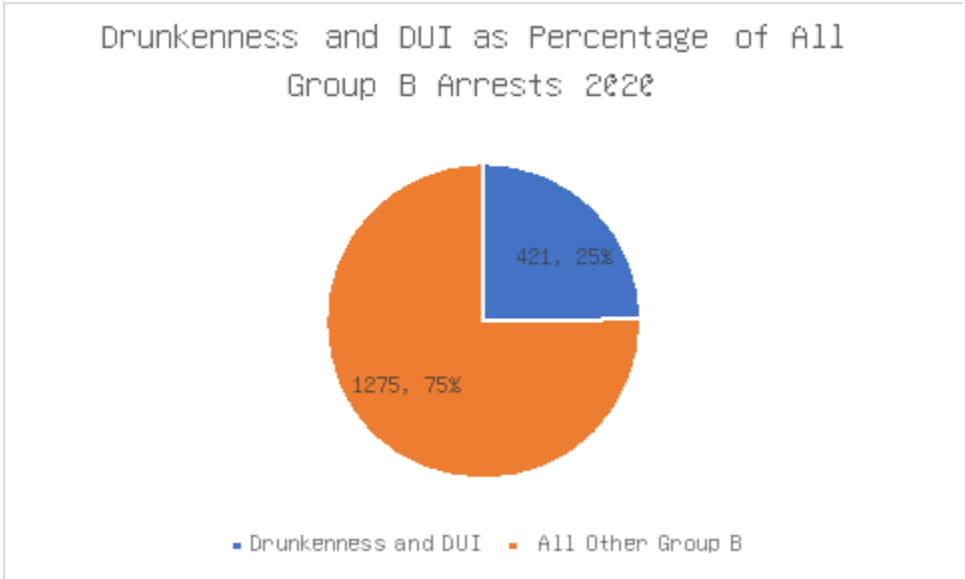
Albemarle-Charlottesville Regional Jail – Group B Arrest Information

- A total of 10,744 adult arrests of Group B offenses were made by law enforcement over the five-year period ending 2020. This is an average of 2,149 year and 179 arrests each month.

- A. In Charlottesville there has been a 46% decrease in group B since it peaked in 2017.
- In Albemarle County the number of adult arrests for Group B offenses dropped 38% between 2016 and 2018, but increased steadily 9% between 2018 and 2020.



- Between 2016 and 2020, by far the most frequently occurring specific reported arrest offense categories in Group B have been Drunkenness and Driving Under the Influence. In 2020, these two categories represented 25% of all Group B arrests. For the past five years, these two categories represent 30% as reflected below.
- The only exception to this rule was in Nelson County in 2019, when the top Group B arrest category was trespassing, which represented 75% of all Group B arrests that year.



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**COMMUNITY BASED CORRECTIONS PLAN
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ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION IV
EXISTING JAIL FACILITY**

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IV. EXISTING JAIL FACILITY

A. OVERVIEW EXISTING BUILDING ASSESSMENT

The Albemarle-Charlottesville Regional Jail (ACRJ) opened in 1975 with a rated capacity of 209. In 2000, the facility expanded to increase to a rated capacity of 329.

An existing conditions assessment was conducted by Moseley Architects on Friday, November 19, 2021. The focus was to assess existing building deficiencies, such as excess wear and tear and failing systems due to the heavier than designed use and functions that are inadequate to manage the ongoing inmate population, which is higher than originally designed for. Currently many areas of the jail are being used differently than intended due to the number of inmates and the breakdown of their classifications and specific needs or requirements. The following items were noted from the existing conditions assessment.

B. ARCHITECTURAL ASSESSMENT

Portions of 1975 Jail are still using the same original bar grate and bar grate slider doors. Regional Jail desires they be replaced with solid partitions and solid doors with glass clad polycarbonate.

1975 Jail is served by the original mechanical and electrical systems. The HVAC system no longer effectively heats, cools, or controls humidity of the Regional Jail.

Exterior windows are original louver style with bars.

There is no programming space. Programming space is desired to be in or near each housing unit.

Toilets and showers require replacement with more efficient, better quality fixtures.

A new secure vestibule is desired at the main entrance.

ADA compliance is not currently met in most of the spaces in the original 1975 jail.

Exterior entries at east on ground level and from south on first floor (main entry) are the only accessible entries.

The intake area is newer but can still be improved.

- Dividers between officers at the desk can be improved to give better privacy for confidential conversations with inmates.
- Access to toilets is through cells.
- Storage space for towels, inmate clothing, and toiletries is lacking.
- Shower design creates blind spots and unsafe conditions for inmates and officers.

- Records room is insufficient in size for the number of staff. This issue was amplified during COVID-19 when the entire records staff contracted the virus.

The facility currently does not have adequate housing for varying classifications. The entire facility is currently considered “Maximum” security, except for the dorms.

IT/AV space throughout the building is insufficient. Dedicated data closets are desired.

Staff believe there is wasted square footage in the east wing that can be more effectively utilized with renovation.

Segregation units FS and GS need renovation. Desire renovation to create purpose-built segregation housing.

Need Mental Health dedicated housing.

Housing unit renovation shall consist of HVAC upgrades, plumbing upgrades, lighting upgrades, security cameras and access control upgrades, and replacement of bunks and tables.

Staff locker rooms are rarely used.

- Drains in showers in the women’s staff locker room are completely blocked and have not been used in years.

There is no central inmate dining facility. Inmates eat in dayrooms.

- Dayroom dining facilities are not sized sufficiently to allow all inmates in the pod to eat simultaneously.

Cells are typically double bunked.

Dorm WA is roughly 500 SF (square feet) and contains 14 beds, which does not meet the current Virginia Board of Corrections jail standards (ACA Standards). This is typical for the dayrooms and dorms throughout the facility.

Toilet counts in the existing dayrooms and dorms are inconsistent. Some pods contain one toilet per cell, while some dorms contain one toilet for 14 inmates to share.

PREA compliance may not be possible with this facility as built or with renovation, but all renovations are desired to be designed in the spirit of the standard.

Showers in dorms and pods are constructed in a manner which creates blind spots and unsafe conditions for both inmates and officers.

The pod layouts of the original 1975 jail require two officers to make rounds as officers must enter the inmate area to complete rounds. This practice is inefficient and places the officers in potentially compromised safety situations.

The existing HVAC systems in the 1975 jail are at the end of their lifespans. Hot and cold temperature swings occur frequently within dorms. Several mini-split units were installed in an attempt to remedy the temperature issues.

- The BAS system has not been properly maintained since its original installation.

- Fresh air and air movement is lacking in the existing facility.
- Air handlers pull in 100% outside air. A dedicated outside air unit (DOAU) is desired for pre-conditioning the outside air in order to keep up with temperature demand.
- Bipolar ionization or ultraviolet filtering is desired to improve indoor air quality.

Energy efficiency is lacking in the building.

- A new roof with additional insulation is desired. Either a green roof or solar panels are favorable.
- New windows are desired.

Many inmate toilets are accessed from inside the cells or dayroom. If one malfunctions, technicians need to enter the inmate area. Access from the back of the toilet within a chase is desired.

Drainage in cells and dayrooms is insufficient. Showers do not have drains. They flow through access holes in the surrounding partitions to a drain within the dayrooms.

C. DETENTION AND PHYSICAL SECURITY ASSESSMENT

The original building dates from 1975. This portion of the Jail is characterized by old-style linear housing with both single cells and dormitory spaces, typical of the era in which it was built. The toilet and shower areas are deteriorating and need to be renovated. This portion of the building is used primarily for work release inmates.

The cell blocks have bar grille partitions at guard walks and cell fronts. Cell sliders and dayroom entrance sliders are operated from electro-mechanical control cabinets in the corridor (the sliding door system was manufactured by Roanoke Iron & Steel, which has been out of business for many years). Doors to cellblocks and dayrooms are steel plate doors with manual locks (no electrified locks). Electro-mechanical control cabinets for cell and dayroom sliders have been retrofitted to be unlocked remotely from a secure control station.

Cells are fitted with wall-mounted bunks, a mirror, a clothes hook/shelf, and institutional stainless-steel lavatory and water closet. Dorms are fitted similarly, but with floor-mounted bunks. Sprinkler piping, conduit, and other utilities are exposed in the corridors.

Deficiencies noted:

1. Cell size (35 SF +) and dayroom space available is inadequate and does not meet current Virginia Department of Corrections (VDOC) Standards for jails.
2. Cell width of 5'-0" does not meet current building code requirements for habitable spaces.
3. No sallyport provided between dayroom and corridor (required by VDOC for medium and maximum-security housing).

4. Manual locks on dayroom egress doors cannot be unlocked remotely from a secure control station.
5. Outdated door locking system for cell doors/dayroom entrance sliders.
6. Current code requires smoke separation between cells and dayroom (solid wall and door in lieu of open bar grille).
7. Only one means of egress provided from each dayroom space. Current building code requires two exits in Group I-3 where the maximum number of occupants exceeds ten; there are multiple spaces with only one exit where the number of occupants exceeds ten.
8. Renovating this portion of the building to meet current VDOC Standards and building code requirements would require a significant amount of design and construction effort, would be prohibitively expensive and would likely result in a decrease in the Jail's rated capacity.

The 1988 Addition provided indoor and outdoor exercise space and support spaces. As reported by staff, the Gym space is not used very much and perhaps could be re-purposed for other uses.

The 2000 Addition was constructed as a major expansion, with modern features and more modern housing unit design. Doors are standard detention hollow metal doors and frames with electric locks (combination of 8" jamb-mounted locks with mogul key cylinders & 2" jamb-mounted locks w/ builders' cylinders); doors in this area are operated and monitored from the main touchscreen control panel.

Given the date of construction, the 2000 Addition is assumed to have been constructed to comply with the physical security requirements contained in the 1994 VDOC jail standards. Further, more detailed investigation, which is beyond the scope of this study, would be necessary to determine this. The housing units appear to be adequately separated into smoke compartments as required by code.

Deficiencies noted:

Public visitor traffic to non-contact visiting shares the same corridors as inmates travelling to and from recreation.

Surface-mounted door closers on some circulation doors are subject to vandalism.

As a whole, the building appears to be in fair condition, with some portions in poor condition. Replacement parts for the oldest equipment are no longer available, since the equipment and parts are no longer manufactured. There are beginning to be concerns about being able to find replacement parts for some of the later equipment. Maintenance of older equipment will continue to be an issue for the facility until that equipment is replaced with new equipment.

SECURITY ELECTRONICS ASSESSMENT

Currently, the 2000 Addition is the only portion of the jail with modern security control systems throughout. This system was upgraded and expanded in 2012 to serve more parts of the building. Various system components have been replaced since that time, but the entire building has not undergone a total system upgrade. A brief overview of the existing security control system follows.

Central Control:

One existing operator station with touchscreen, five large video monitors set up with multiple camera views, and one spot monitor for intercom call-ups. Touchscreen has control of 2000 Addition areas and main circulation doors.

Key storage is peg board-type, no key cabinet.

Main Security Electronics Room (located on second floor of the 2000 Addition): Head end equipment racks/cabinets for intercom/paging system, video surveillance/video recording and PLC/door locking system.

Room is of adequate size and height for expansion of the security control system but could benefit from some re-arrangement for future installation access and maintenance, and to improve ventilation into racks. The security control system is protected by an uninterruptible power supply (UPS) system located in the room.

The Satellite Security Electronics Room ("Communications Room") on Level 4 of the 2000 Addition has head end equipment cabinets for PLCs, intercom/paging, door locking, and access control. There is some space free in the cabinets for additional door locking relays if needed in the future.

Door Locking: The existing systems in the 2000 Addition are PLC-controlled, allowing doors to be operated locally and remotely by Central Control.

Audio/Intercom/Paging: The primary intercom system is a Commend intercom system with GE 800 IP digital intercom server. This is supplemented by an older Aiphone intercom system in some areas. The existing paging system is made by Dukane; overhead speakers are located throughout the facility.

Video Surveillance: The existing system consists of a mixture of analog and IP cameras (original cameras in the 2000 Addition are PELCO; newer cameras are primarily Vicon). Many of the older cameras are no longer in service and have been abandoned in place.

There are PREA concerns about blind spots in various places. More cameras are needed in Kitchen area hallways and storerooms.

Video Recording is accomplished by Vicon network video recorders (NVRs). All cameras are recorded 24/7, with approximately 30 days of storage on the older equipment, and approximately 60 days on the newer equipment. The recommended next step for the facility would be to upgrade all older network recorders to a server-based network video recording (NVR) system. This would be a logical step in the process of the jail expansion.

Access Control: The 2000 Addition has a proximity card access control system, but no system is present in other parts of the building.

Man-down system: As reported, the facility has a man-down system, but the system has never been used.

Utility control: Lights & water are controlled to varying degrees in the areas reviewed as part of this study.

Elevator control: Some have secure control from Central Control and others have semi-secure operation by staff at the elevator.

Deficiencies noted:

As noted in the Detention section, due to the older systems installed in the original 1975 building, these areas are not adequately controlled and monitored by Central Control. This leaves those areas without the capability for remote door unlocking and monitoring, and limited control of movement in those areas from Central Control. There is also no takeover capability from Central Control in the event of an emergency.

We recommend increasing the camera coverage in various areas to provide good overall general coverage, monitor movement, and eliminate blind spots. To help manage the increased video stream, we recommend upgrading the current network video recording system.

To expand the existing security control system into the older portions of the building and upgrade the existing door locking systems in those areas would require running significant amounts of conduit and wire. The space available in these areas ranges from limited to very limited (existing plaster ceilings also limit access in some areas). Upgrading these areas would require a significant amount of design and construction effort and would be costly.

Lack of a security electronics room in the original 1975 portion of the building. We recommend providing a satellite room in order to cut down on the amount of conduit required and to shorten cable and wiring runs. It appears space could be made available for this purpose.

D. STRUCTURAL ASSESSMENT

The existing Albemarle-Charlottesville Regional Jail consists of a mix of single-story & multi story buildings and housing units. The majority of the existing building was completed in 1975, with additions in 1988 and 2000. Existing drawings from these dates were used to verify the existing structural systems.

The existing jail is primarily constructed on shallow foundations supporting concrete columns, concrete bearing walls, and CMU bearing walls. Portions of the 2000 addition also include drilled piers and concrete grade beam foundations.

Roof framing systems consist of a variety of different systems including concrete flat slabs, concrete beams, concrete double tees, precast hollow core slabs with 2" topping, and localized areas of steel bar joists with steel roof deck.

The existing structural systems of the jail visually appear to be in good condition. No visible signs of damage or deterioration were detected, from the amount of structure that was visually accessible. The presence and conditions of continuous wall footings and isolated column footings could not be verified by the visual inspection. The existing slab on grade thickness and reinforcing could not be verified visually. Overall, from limited visual observation, the structural systems appear to be adequate and in accordance with construction documents.

E. PLUMBING ASSESSMENT

Original Boiler Room

The main mechanical room located on the third floor contains domestic water heaters, storage tanks, circulation pumps, and the domestic water service entrance.

This space houses a 6" domestic water service entrance and a 6" fire protection service entrance that serves the original jail footprint and the medical/intake addition.

A natural gas-fired domestic water heater with a capacity of 720 MBH provides domestic hot water. It dates to the 1998 expansion project, so it is reaching the end of its expected service life and should be replaced.

The large, existing domestic hot water storage tank against the wall of the mechanical room is in poor condition. Jail staff advised that a project to remove and replace the storage tank is already underway, so no further attention is required for the storage tank.

Chiller Room

A bank of three Navien natural gas-fired, tankless water heaters are located in the small mechanical space adjacent to the chiller room. Each water heater has a rated maximum capacity of 199,000 BTUH. The water heaters appear to be only a few years old and in good condition. These heaters are used to provide domestic hot water to the 6-level wing of the jail.

Basement Maintenance Area

A fire pump room is located under the six level wing. An 8" water line enters the fire pump room. The existing fire pump, jockey pump, and controller appear in good condition.

Miscellaneous

During a site visit, staff mentioned that several failures of underground waste piping had been discovered in recent years. Some, located several feet below grade, have required expensive repair projects.

It is recommended to scope the existing below grade and below slab cast iron and PVC waste piping with a camera to ascertain the condition of the existing piping. Scoping should aid in determining holes, flat spots, and other areas of concern in the existing piping system to determine what, if any, repairs or replacement is necessary.

F. FIRE PROTECTION ASSESSMENT

The building is fully sprinkled and appears to be in good condition. There are portions of the original detention areas that have had sprinkler heads replaced due to vandalism. The system is exposed to the occupants. Ideally heads and piping would be concealed.

G. MECHANICAL ASSESSMENT

Original Boiler Room

The main mechanical room located on the third floor provides domestic hot water and hydronic hot water for the 1974 building footprint, the 1988 addition and infill areas, and the 1998 medical/intake addition. This space houses domestic water heaters, domestic hot water storage tanks, hydronic hot water pumps, domestic

hot water circulation pumps, boilers, and an air compressor used for HVAC controls.

Each of the two gas-fired boilers has a capacity of roughly 3,000 MBH. Boiler #1 is a Burnham boiler built in 2005, so it is nearing the end of its expected service life. Replacement of both boilers is recommended. The hot water pumps appear in fair condition, but after roughly 20 years of service, they have reached the end of their expected service life and should be replaced.

The existing air compressor is in poor condition and should be replaced. The existing HVAC pneumatic control system uses compressed air. As part of a renovation project, the HVAC controls should be replaced and moved from pneumatic controls to a modern direct digital control (DDC) system. Once new DDC controls are installed, the need for a large air compressor will decline.

Air Handling Units

The air handling units in the original jail footprint are generally in fair to poor condition. Most date to the 1998 renovation project, so they have reached the end of their expected service life. Replacement is recommended.

Most are indoor units with chilled water and hot water coils. Some units are constant-volume, multizone units serving housing units. Some are constant-volume units serving laundry, exercise rooms, kitchen, kitchen hood makeup, and maintenance. The large multipurpose exercise room is served by a roof-mounted air handling unit that provides ventilation and heating via a hot water coil. Units serving the kitchen hood and maintenance also provide heating and ventilation only. Other air handling units are variable-volume units serving terminal units in administrative areas.

Chiller Room

During the 1998 renovation and expansion project, a large mechanical area was located on the fifth floor. The larger space contains two water-cooled York chillers, chilled water pumps, condenser water pumps, and a heat exchanger with an associated glycol pump. The adjoining, smaller space houses domestic water heaters and a natural gas-fired boiler.

The two chillers appear original to the 1998 expansion project and use R-22 refrigerant. R-22 has been found to deplete the ozone layer and has been phased out of commercial use by the federal government. In 2010, no R-22 could be manufactured for new equipment. As of 2020, all production and import of R-22 has been banned – the only available source for existing equipment is recycled or stockpiled sources. As a result, the cost of R-22 has continuously increased over time. Since the chillers have reached the end of their expected service life, replacement is recommended with chillers using a more environmentally-friendly refrigerant.

The two existing cooling towers serving the chillers were not examined, but if they date to the 1998 expansion, they should be replaced along with the chillers.

The chilled water and condenser water pumps have also reached the end of their expected service life and should be replaced as well.

Chilled water produced by the chillers is routed to a plate heat exchanger which separates that chilled water loop from a separate chilled water loop with glycol that is circulated throughout the jail. Since much of the chilled water piping is routed along the top of the roof, the freeze protection provided by glycol was required. The heat exchanger and glycol pump date to the 1998 expansion, so they have reached the end of their expected service life and should be replaced.

The single boiler was built in 1995 and provides hot water to air handling units in the western tower. After roughly 27 years of service, it is reaching the end of its expected service life and should be replaced.

HVAC Controls

The existing pneumatic control system is old and out of date. Upgrading to a modern, digital control system is recommended. At the very least, new controls would improve operational efficiency of the controlled equipment compared to the existing pneumatic controls – especially the central plant equipment. Additionally, new digital controls would aid facility staff in managing HVAC systems by allowing monitoring of space temperatures and set points, receiving alarms from malfunctioning equipment, and trending operation of systems over time.

Miscellaneous

With the extent of the HVAC system requiring replacement, it is recommended to replace the existing hydronic piping system as HVAC units are replaced. With large portions of the piping dating to the 1975 original jail, the piping is nearing 50 years of continuous use.

H. ELECTRICAL ASSESSMENT

Electrical Power

The main electrical room houses the electrical service equipment. The electrical service consists of a 480V, 3-Phase, 2000-amp service, service entrance rated equipment, and panels. The main service is fed underground from a pad mounted, 1500 kva power company transformer to the CT cabinet on the exterior of the building. The switchboard is a Cutler Hammer Pow-R-Line style switchboard with a 2000-amp main breaker. There is a 125 HP fire pump ahead of the main service switch, which is also fed from the generator on site. The emergency and optional standby system is fed by a 600-amp breaker from the main switchboard. The equipment is original to the building, but a normal maintenance program has allowed the equipment to age well.

The generator is outside the building in an enclosure. The generator is diesel driven from a belly tank and is 800 kW. There are automatic transfer switches between the generator and normal power feeds. The fire pump has its own transfer switch.

Power to mechanical equipment was fed to Westinghouse motor control centers. This manufacturer is no longer in existence and spare parts are difficult to procure.

Interior Lighting

The existing interior lighting throughout the facility is provided by fluorescent fixtures. The majority of fixtures appear to have T12 and T8 lamps, with the exception of some replacement fixtures that are LED. All the original fixtures are generally in good to fair condition. Some fixtures appear to have lamps that have burned out or ballasts that have reached end of life. Some of the lenses have yellowed over time. Existing emergency lighting consists of lighting fed from the generator for the required emergency light fixtures.

Exterior Lighting

The existing exterior lighting consists of building mounted wall packs, can lights, and pole mounted parking lot lights. The pole mounted lights in the parking area appear to be 30 feet tall utilizing metal halide lamps. The poles appear to be in fair condition. The building mounted wall packs appear to be in good condition. The recessed can lights appear to be original to the building and are in decent condition. The lenses seemed dirty and it was difficult to tell if the debris was on the surface of the lens or within the fixture. The exterior lighting is controlled by a lighting contactor in combination with a time clock and photocell. As exterior wall mounted light fixtures fail, they are currently being replaced with LED wall packs.

Communications, Data and Fire Alarm

The existing internet and phone service from the utility appears to be in good condition. Internet access provided to the existing building is high speed and should not require an upgrade. Wireless internet access is currently provided by way of a wireless access points throughout the facility.

There are numerous places where televisions and other equipment have been provided as technology has evolved. These data pathways are surface mounted conduits to the CMU walls.

There is a lightning protection system provided with the building. The existing system appears to be in good condition and should not require any upgrades

I. ADC RATED CAPACITY

The ACRJ has a VDOC rated capacity of 329. It is allocated across 30 different housing units with the breakdown by Housing block or unit as follows.

ACRJ RATED CAPACITY	
Housing Block/Unit	Beds
FA	7
FB	6
FC	7
FD	6
FI	6
FJ	6
FK	6
FL	6
FS	4
JA	8
JB	8
JC	8
JD	7
WA	7
WB	7
WC	6
WD	6
WS	2
GK	12
GL	12
700	24
800	18
WRC-1	6
WRC-2	7
WRC-3	6
WRC-4	7
GS	4
HU-1	40
HU-2	40
HU-3	40
TOTAL	329

J. NUMBER OF STORIES AND AGGREGATE FLOOR SPACE

The ACRJ is constructed on six different floor levels including mezzanines in several housing units. The site is large and includes significant topographical change. As such, the varying floor levels prove to be a challenge for day-to-day operation of the facility. The main public entry to the facility is on level 4 in the center of the 1975 Jail on the south side. Detainee intake and transport are also on level 4 at the northeast corner.

The gross square footage of the existing facility is approximately 141,346 square feet and is allocated as follows by use.

SUMMARY OF EXISTING SPACE AT ACRJ		
COMPONENT		Existing NSF Area
1	CENTRAL PLANT/MECHANICAL	5,898
2	CIRCULATION	23,770
3	CLASSIFICATION HOUSING	812
4	COMMUNITY CUSTODY	770
5	EDUCATION	4,522
6	EMPLOYEE AREA	5,515
7	FACILITY ADMINISTRATION	6,634
8	FOOD SERVICES	3,509
9	HOUSING CELLS	25,966
10	HOUSING DORMS	6,127
11	INDOOR RECREATION	5,589
12	INMATE RECORDS	809
11	INTAKE/TRANSFER/RELEASE	2,903
12	LAUNDRY	1,456
13	MAGISTRATE	559
14	MAINTENANCE	1,580
15	MEDICAL HEALTH HOLDING	1,252
16	MEDICAL SERVICES	2,942
17	MENTAL HEALTH	335
18	MENTAL HEALTH HOLDING	385
19	SEGREGATION	108
20	OUTDOOR RECREATION	3,977
21	PROPERTY	1,169
22	PUBLIC LOBBY	2,057
23	SECURITY	422
24	VEHICLE SALLYPORT	1,512
25	VIDEO COURT	547
26	VISITATION	1,162
27	WAREHOUSE & COMMISSARY	344
	Net Area	112,632
	Grossing SF	28,714
	Gross Square Footage	141,346

K. JAIL-BASED INMATE PROGRAMS AND SERVICES – ACRJ

The staff at the Albemarle - Charlottesville Regional Jail works to support offenders so that they are better prepared to reintegrate into the community upon release as productive and independent citizens. The Education Department offers education programming while the Programs Department offers evidence-based programming to address individual offender needs and reduce the likelihood of reoffending. Included in the evidence-based programs are several that are based on years of evidence in producing strong results. The ACRJ also offers work-related opportunities, allowing inmates to maintain work where possible, and to learn skills and even gain certifications that will eventually assist them in participating in the workforce. The staff also aid the inmates in securing official documents needed for transition to the community, such as birth certificates and identification.

Many of these programs were discontinued in March 2020, when the ACRJ was forced to eliminate some in-person programming that would have risked the introduction of the virus to the institution by outside volunteers or programming staff. In some cases the ACRJ staff was able to redesign programs so they could be offered during the pandemic.

Education and Program offerings and participation numbers where available, and as provided by the jail administrator, are described below.

Education Department:

1. Basic Education (ABE) classes are organized into low, medium, and high levels, based on a Total Battery of the Test of Adult Basic Education (TABE).
 - 192 students in 2018
 - 285 students in 2019
 - 86 students in 2020
2. General Equivalency Diploma (GED) program is available for students who do not have a high school diploma or GED, and who have attained a 9.0 GE on an A Level TABE test in Reading, Writing, Total Math, and Total Battery. Students earn a GED after passing all four sections on the GED.
 - 21 students in 2018
 - 22 students in 2019
 - 16 students in 2020
3. The Career Readiness Certificate is a nationally recognized work readiness certificate. It is comprised of three tests- Applied Math, Workplace Documents, and Graphic Literacy. Students may enroll in CRC after they have completed a GED or HSD. CRC certificates are awarded based on test scores.
 - 21 students in 2017
 - 80 students in 2018
 - 51 students in 2019
 - 3 students in 2020

4. English as a Second Language (ESL) serves non-native English language learners. Students learn English, as well as math, social studies, reading, and language.
 - 14 students in 2018
 - 26 students in 2019
 - 8 students in 2020
5. Special Education (SPED) classes serve students age 22 and under who have been identified as eligible for special education services prior to incarceration. These classes teach reading, writing, math, and life skills.
 - 9 students in 2018
 - 10 students in 2019
 - 9 students in 2020
6. Python Programming classes teach students the basic skills required for computer programming in Python language. It is taught by a PhD candidate and a Masters candidate from UVA. This class began in June 2018.
 - 13 students in 2018
 - 18 students in 2019
 - 6 students in 2020

Programs Department:

7. Moral Reconciliation Therapy (MRT) is a systematic, cognitive-behavioral, step-by-step treatment strategy designed to increase moral reasoning level, enhance life purpose, facilitate increased social support, and give the individual more perceived control over their lives. It is a self-paced course.
 - 157 enrolled in 2017
 - 207 enrolled in 2018
 - 171 enrolled in 2019
 - 4 enrolled in 2020
8. Parenting Inside Out is an evidence-based cognitive- behavioral parent management skills training program created for incarcerated parents to help them maintain positive relationships with their children and family members upon their release.
 - 24 enrolled 2017
 - 22 enrolled in 2018
 - 7 enrolled in 2019
 - 12 enrolled in 2020
9. Coping with Anger is targeted to adults who have problems with managing feelings of anger and frustration in an appropriate way. It is used with violent offenders, and argumentative or oppositional clients.
 - 126 enrolled in 2017
 - 174 enrolled in 2018
 - 155 in 2019
 - 69 in 2020

10. Seeking Safety is an evidence-based present-focused counseling model to help people attain safety from trauma and/or substance abuse. It is an extremely safe model as it directly addresses both trauma and addiction, but without requiring clients to delve into the trauma narrative.
 - 18 enrolled in 2018
 - 81 enrolled in 2019
 - 61 enrolled in 2020

11. The Matrix Model is an evidence-based integrated Substance Abuse therapeutic model incorporating cognitive behavioral, motivational enhancement, couples and family therapy, individual supportive/expressive psychotherapy and psychoeducation, twelve step facilitation, group therapy and social support.
 - 199 enrolled in 2017
 - 109 enrolled in 2018
 - 79 enrolled in 2019
 - 60 enrolled in 2020

12. Financial Literacy/Employment provides basic financial literacy skills by conducting group instruction and education sessions in budgeting, credit/debt, checking and savings, taxes and other financial literacy related areas by request. Employment focuses on the “how to’s” of the employment process.
 - 81 enrolled in 2017
 - 96 Enrolled in 2018
 - 55 enrolled in 2019
 - 12 enrolled in 2020

13. Mentoring Program provides one on one employee facilitated guidance and counseling for inmates who are seeking direction, guidance or structure in resolving issues that may have caused or created a traumatic event or change in their lives or the life of someone close to them.
 - 978 enrolled in 2017

14. Employment Services is a service allowing inmates to meet with a specialized employment facilitator to work towards post-release employment goals.
 - 67 resumes completed and 42 inmates assisted with job searches in 2019
 - 18 resumes completed and 30 inmates assisted with job searches in 2020

15. Government Benefit Assistance is a program facilitated by the Charlottesville Department of Social Services for inmates sign up for Medicaid and SNAP benefits prior to their release from incarceration.
 - 23 inmates provided services in 2018
 - 61 inmates in 2019
 - 75 inmates in 2020

16. Real Dad’s Support Group Program is facilitated by Ready Kids, Real Dads to improve the quality of children’s lives by supporting fathers in becoming more

responsible, empowering, available, and loving men in the lives of their children.

- 88 enrolled in 2017
- 26 enrolled in 2018
- 53 enrolled in 2019
- 9 enrolled in 2020

17. Fatherhood Group is a group discussion facilitated by Sexual Assault Resource Agency and The City of Charlottesville that focuses on topics such as how to connect with your child, how to play an influential role in your child's development, and how to help your child to develop healthy and meaningful relationships.

- 24 enrolled in 2017
- 37 enrolled in 2018
- 48 enrolled in 2019

18. Road to Excellence is a class facilitated by The Pregnancy Resource Center to encourage women to become strong individuals and independent thinkers. Discussion revolves around self-respect, building pro-social and healthy romantic relationships, and safe sex practices.

- 26 enrolled in 2017
- 9 enrolled in 2018
- 38 enrolled in 2019

19. Health & Wellness is a class facilitated by University of Virginia Medical Students that provides inmates with information and discussion on how to live an overall healthy life.

- 25 enrolled in 2017
- 34 enrolled in 2018
- 12 enrolled in 2019
- 11 enrolled in 2020

20. Art Program is a class that teaches drawing from basic to advanced.

- 120 enrolled 2017
- 57 enrolled in 2018
- 152 enrolled in 2019
- 28 enrolled in 2020

21. Charlottesville Story Book Project records the offender's voice reading the child's favorite book. The child receives a copy of the recording to play while they read at home.

- 76 enrolled in 2017
- 51 enrolled in 2018
- 71 enrolled in 2019
- 18 enrolled in 2020

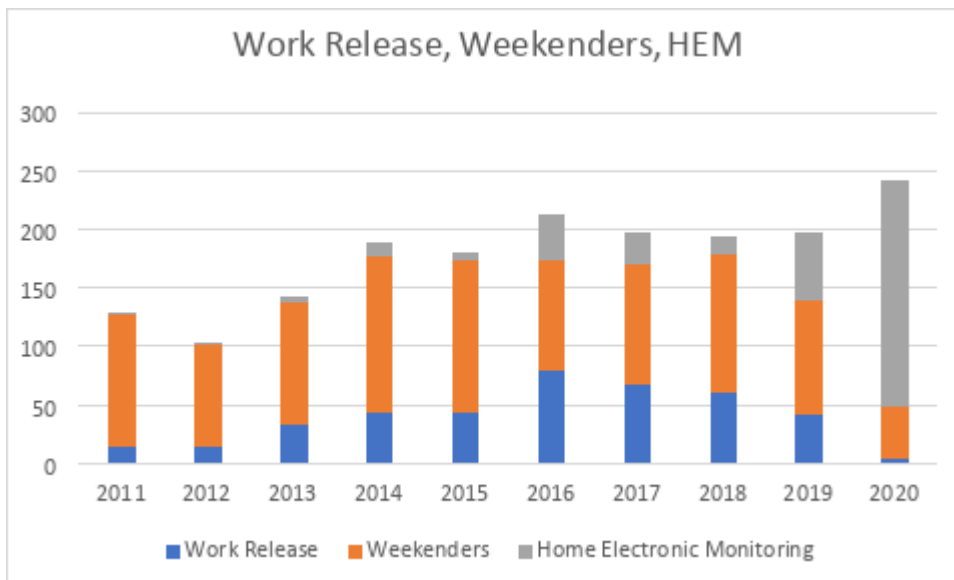
22. Celebrate Recovery Program is a faith-based class utilizing 12 steps and 8 recovery principles to provide a natural transition back into the community. Additionally, there is an opportunity for the family of the incarcerated person to

receive help as they become involved in Celebrate Recovery at the local level during their loved one’s incarceration.

23. The Good News Jail and Prison Ministry provides the jail with a full time Chaplain, and offers five to seven worship services per week. The Chaplain or volunteers, upon request, also provide individual spiritual counseling to any inmate who requests services. They also lead bible study classes in each of the major housing units.

ACRJ also facilitated apprenticeship and certification opportunities for inmates; the largest being VDOT flagger certifications which reached as high as 116 inmates in 2017. Staff also facilitated the acquisition of identification cards from the Department of Motor Vehicles, birth certificates, social security cards, and jail identification cards for dozens of inmates each year.

In addition to the purely in-house programs described above, the Albemarle-Charlottesville Regional Jail’s Workforce Department offers another in-house program, this one focused on providing work opportunities on the premises (Trusty), and three Community Custody work programs that are designed to reduce recidivism, increase inmate productivity, and encourage a successful reentry into the community. These are the Work Release Program, the Weekend Program, and the Home Electronic Monitoring Program. The chart below, completed with data provided by the Criminal Justice Planner, shows the use of each over the past ten years, and shows the dramatic increase in the use of Home Electronic Monitoring in response to the pandemic, as the other two programs decreased in size. Each program is described in the paragraphs that follow the chart.



Trusty Work Force Program

The Trusty Program is for minimum and medium security inmates who apply to work on various tasks such as cleaning, cooking, or outside duties throughout the facility property. The inmate may request to participate, and if approved, may be eligible for additional good-time credit, or, if permitted by court order, the inmate may use this program to pay off court costs and/or fines.

Work Release Program

The Work Release program is for minimum and medium security, non-violent inmates. Persons in the Work Release Program perform work in the community and hold paying jobs. If an individual has their own employment when arrested, this program allows them to continue working, if the job meets the jail's criteria. If the inmate did not have a job when arrested, jail staff may assist in procuring a job that is appropriate. Inmates on Work Release return to the jail each night after work.

Weekend Time Program

This program allows inmates to serve their time on weekends or non-consecutive days, so that they may maintain their employment.

Electronic Monitoring (HEM) Program

The HEM program enables persons to continue to care for their families while being confined to their homes and are monitored electronically. Participants are required to stay at home, except when the court has authorized them to leave home for specific purposes such as employment or medical appointments. Due to the pandemic, the work release opportunities disappeared, and the use of Home Electronic Monitoring soared.

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**COMMUNITY BASED CORRECTIONS PLAN
NEEDS ASSESSMENT OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION V
COMMUNITY BASED PROGRAMS**

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V. COMMUNITY - BASED PROGRAMS

A. OVERVIEW

Offender Aid and Restoration/Jefferson Area Community Corrections (OAR) provides both pretrial services and local probation, the primary pre-disposition and post-disposition alternatives to incarceration at the Albemarle-Charlottesville Regional Jail (ACRJ). OAR is a private non-profit organization which receives funding from federal, state, and local jurisdictions, as well as private foundations.

OAR provides services to nine jurisdictions:

1. City of Charlottesville (served by the ACRJ);
2. Albemarle County (served by the ACRJ);
3. Nelson County (served by the ACRJ);
4. Fluvanna County;
5. Goochland County;
6. Green County;
7. Louisa County;
8. Madison County;
9. Orange County.

For the purpose of this Needs Assessment, Section V is limited to the three jurisdictions which are served by the ACRJ.

Charlottesville and Albemarle County are in Judicial District 16, and Nelson is in Judicial District 24. Following an arrest by law-enforcement officers in any of these three jurisdictions, the defendant is brought to ACRJ for processing and an appearance before a magistrate, who is co-located with ACRJ and conducts business 24/7. If detained, the next opportunity for the defendant to obtain pretrial release is via videoconferencing the next business day before a judge of the General District Court with jurisdiction. Among other things, the General District Court is responsible for criminal misdemeanors, including misdemeanor sentencing, and for preliminary work on felony cases, including decisions related to pretrial release and detention. The Circuit Court, which is responsible for felony trials and misdemeanor cases on appeal from the General District Court, very rarely takes up the issue of bail.

The OAR pretrial services program was established pursuant to the Code of Virginia, Sections 19.2-152.2 et seq., the Pretrial Services Act. Pretrial Services were first created in Virginia in 1989, pursuant to authorizing language in that year's Appropriations Act, and were fully authorized in 1995 with passage of the Pretrial Services Act, Section 19.2-152.2. Under Sections 19.2-119 et seq., the purpose is to assist judicial officers in the

discharge of their duties and reduce unnecessary pretrial detention by providing information, verified where practicable, to the court to determine the risk to public safety posed by the release of persons charged with an offense and the risk of the defendant failing to appear at future court proceedings. To assess risk, OAR pretrial staff use the Virginia Pretrial Risk Assessment (VPRAI). Pretrial services also provide the court with a means to supervise defendants during the period of pretrial release. Such supervision may entail reporting in person or by telephone, drug testing, counseling, home confinement, electronic monitoring and other conditions.

OAR's local probation program was established pursuant to the Code of Virginia, Sections 19.1-173 et seq., the Comprehensive Community Corrections Act. The purpose is to provide an alternative to incarceration for persons convicted of certain misdemeanors and non-violent felonies for which potential jail sentences would be 12 months or fewer. Upon a finding of guilt, judges may order such offenders placed on local probation when those offenders are deemed to potentially benefit from monitoring in the community where they live, along with targeted intervention services, including those enumerated in Section 9.1-176. Local probation officers provide services such as monitoring community service, home confinement with or without electronic monitoring, and substance abuse screening, assessment, testing and treatment.

The Department of Corrections, Central Region, District 9, provides state probation officers pursuant to Section 53.1-140 et seq., the Powers and Duties of the Director of the Department of Corrections. The Probation and Parole Office provides a community-based alternative to incarceration for persons convicted of felonies in the circuit courts in the City of Charlottesville, Nelson County, and Albemarle County. District 9 is one of 43 districts maintained by the Virginia Department of Corrections (VDOC) and is located in the City of Charlottesville.

More details concerning community-based corrections are presented below, following a discussion of the environment of those services.

B. THE ENVIRONMENT OF COMMUNITY-BASED CORRECTIONS

Office of the Magistrate. In nearly all cases following an arrest by law-enforcement officers of a person charged with a criminal offense, magistrates are the first judicial officers to consider whether to admit the defendant to bail or commit the defendant to jail, pursuant to Section 19.2-45. The magistrate's office is co-located with the ACRJ in Charlottesville and is open 24/7. After newly arrested defendants have been processed by ACRJ staff, they are brought before a magistrate for consideration of bail. To assist in the decision to release or detain a defendant, the magistrate completes a standard form titled Checklist of Bail

Determination. When the magistrate orders detention, or sets a bond the defendant cannot immediately post, the defendant is held in the jail overnight for a videoconference appearance in General District Court the following business day. In the interim, it is possible for detained defendants to obtain private counsel and/or engage a commercial bail bondsman.

General District Court. The area served by the regional jail includes General District Courts for the City of Charlottesville, Nelson County, and Albemarle County. Judges in each General District Court have jurisdiction over misdemeanor cases, including holding trials, and they also hold preliminary hearings in felony cases. Defendants unable to post the bond imposed by the magistrate at the ACRJ appear the next day via videoconference before a General District Court judge with jurisdiction, who explains the charges and inquires about the ability to retain counsel. The public defender's office or a court-appointed attorney may then be appointed for indigent defendants. If the defendant had not been released by the magistrate, the initial appearance in General District Court is an opportunity for release to be reconsidered. In such cases, the judge may delay reconsideration until appointed counsel is present, effectively detaining the defendant for a day or more at ACRJ. In many cases, however, the Commonwealth's Attorney has no objection to releasing defendants prior to appearance of counsel, and the defendant is released forthwith.

The General District Court has a mental health docket pursuant to Section 18.2-254.3, the Behavioral Health Docket Act, for adult defendants diagnosed with serious mental illness, and for whom that illness is a probable connection with the criminal behavior. Defendants enter a plea agreement for a misdemeanor offense, which may not be a DUI or DUID offense or an offense carrying a mandatory minimum jail sentence. Participants receive supervision to monitor treatment and provide resources tailored to individual need. Participants meet regularly with mental health clinicians, a case manager, and a local probation officer. The objective is to reduce the symptoms of mental illness via treatment and case management, thereby reducing recidivism and promoting public safety. Failure to live up to the plea agreement may result in a return to court for disposition.

Circuit Court. The area served by the regional jail includes Circuit Courts for the city of Charlottesville, Nelson County, and Albemarle County. Judges in each Circuit Court have jurisdiction over felony trials and misdemeanor cases on appeal from the General District Court. Before reaching the Circuit Court, criminal felony cases typically proceed first before the magistrate at the ACRJ for admission to bail or commitment to

jail, followed by a preliminary hearing, bond review, and other motions in General District Court. Felony cases in circuit courts are mostly resolved through guilty pleas from defendants, or plea agreements between defendants and the Commonwealth. In fiscal year 2020, for example, 90% of guideline cases across the state were sentenced pursuant to guilty pleas and plea agreements. Adjudication by a judge in a bench trial accounted for 9% of all felony guidelines cases sentenced. Only 1% of cases involved jury trials in fiscal year 2020.

The Circuit Court in Albemarle County has a well-established adult drug treatment court pursuant to 18.2-254.1, the Drug Treatment Court Act. Adult drug treatment court dockets are an alternative to incarceration for non-violent offenders who have also been identified as being alcohol/drug addicted. In lieu of incarceration, the drug treatment court docket offers a voluntary, therapeutic program designed to break the cycle of addiction and criminal behavior. The specialized docket provides an opportunity for judicial supervision, treatment, drug testing, community supervision and use of appropriate sanctions and other rehabilitation services. The drug court is one of 43 operational adult drug courts statewide. Local probation staff from OAR serve as drug court team members and participate in all drug court proceedings.

Commonwealth's Attorney. There are three Commonwealth's Attorneys in the area served by ACRJ who are elected to four-year terms pursuant to Section 15.2-1626. The Commonwealth's Attorneys for Albemarle County and the City of Charlottesville have publicly expressed support for ending mandatory minimum sentences and eliminating cash bail across the state. Both have already made it local policy for their assistants to refrain from recommending financial conditions of pretrial release that result in detention for lack of financial resources. While this has helped to reduce the pretrial detention population, the prosecutors point to another driver of ACRJ inmate population not directly under their control: violations of probation, which will be discussed below.

Public Defender. The Virginia Indigent Defense Commission (VIDC) oversees 28 public defender offices in Virginia, including one that serves the City of Charlottesville and Albemarle County. Nelson County does not have a public defender and relies on court-appointed counsel for indigent defendants. The public defender's office in Charlottesville pointed to the use of ACRJ as a "*de facto* holding place" for some defendants who are homeless due to a general lack of emergency housing in the area. One of the largest emergency shelters is a 58-bed facility run by the Salvation Army which has a waiting list and is typically at full capacity. Other housing programs are likewise usually full or operate only in the winter months. The public defender's office further observed that there is a

general lack of crisis management in the jurisdiction regarding mentally ill or drug-dependent defendants.

Thomas Jefferson Area Community Criminal Justice Board (CCJB).

The CCJB was established in 1995, pursuant to authority provided under Sections 19.2-152.2 et seq., and Sections 9.1-173 et seq. to develop, establish, administer, monitor, and maintain community-based corrections programs for certain individuals who meet the eligibility criteria established under Section 19.2-303.3. The essential goal is to create and support viable criminal justice alternatives to incarceration in the community.

Members of the CCJB are appointed pursuant to Section 9.1-178., and shall, at a minimum, include the following members:

- 1) A judge of the general district court;
- 2) A judge of the circuit court;
- 3) A juvenile and domestic relations district court judge;
- 4) The chief magistrate;
- 5) The chief of police;
- 6) An attorney for the Commonwealth;
- 7) The public defender;
- 8) The sheriff;
- 9) A local educator;
- 10) A community services board administrator.

Pursuant to 9.1-180, the responsibilities of community criminal justice boards are as follows:

1. Advise on the development and operation of local pretrial services and community-based probation services pursuant to Sections 19.2-152.2 and 9.1-176 for use by the courts in diverting offenders from placement in local jails;
2. Assist community agencies and organizations in establishing and modifying programs and services for defendants and offenders on the basis of an objective assessment of the community's needs and resources;
3. Evaluate and monitor community programs and pretrial and local community-based probation services and facilities to determine their impact on offenders;
4. Develop and amend the criminal justice plan in accordance with guidelines and standards set forth by the Department of Criminal Justice Services and oversee the development and amendment of the community-based corrections plan as required by Section 53.1.82 for approval by participating local governing bodies;
5. Review the submission of all criminal justice grants regardless of the source of funding;

6. Facilitate local involvement and flexibility in responding to the problem of crime in their communities; and
7. Do all things necessary or convenient to carry out the responsibilities expressly given in this article.

When the CCJB was established, the position of Criminal Justice Planner was also created in to coordinate its work, conduct research on its behalf, secure funding for CCJB-backed initiatives, and provide jurisdiction-level criminal justice data to constituent jurisdictions for use in local decision-making. The Planner works collectively and individually with member jurisdictions of the Albemarle-Charlottesville Regional Jail Authority (Charlottesville, Albemarle and Nelson) and the Central Virginia Regional Jail Authority (Greene, Madison, Orange, Louisa and Fluvanna) to create a better understanding of jurisdiction-specific criminal justice and correctional population trends, in addition to trends that impact each jail. The Planner makes yearly presentations to elected officials in participating jurisdictions to keep them abreast of crime and incarceration trends. The Planner also provides jurisdictional and regional-level data, identifies primary cost drivers, and recommends evidence-based approaches to enhance public safety regionally, and in each jurisdiction specifically. It is within this framework that the drug court and therapeutic docket, among other local initiatives, were developed. OAR/JACC serves as the fiscal agent for the Planner position, which is currently funded by the participating localities and by grants.

Region Ten Community Services Board (CSB). Established in 1969, the CSB is part of a statewide network of community boards providing mental health and substance abuse services to residents of the city of Charlottesville and the counties of Albemarle, Fluvanna, Green, Louisa, and Nelson. The CSB has an overall staff shortage with some of its programs experiencing severe shortages that have limited participation in the therapeutic dockets.

Department of Criminal Justice Services. The Department of Criminal Justice Services (DCJS) administers general appropriation funds designated for the purpose of supporting both pretrial services and local probation, and provides overall guidance and training to providers of local probation and pretrial services. DCJS further requires that community-based pretrial services and probation agencies develop and follow a policy and procedure for staff training, attendance, workplace learning, and staff development. Training includes *Core Competencies for Local Probation and Pretrial Practices (CORE)*, which uses computer-based learning, distance learning exercises, traditional classroom sessions, and on-the-job training to introduce core principles, job skills and other tools needed to effectively apply intervention strategies and techniques. DCJS also promulgates minimum standards for pretrial services, pursuant to Section

19.2-152.2 et seq., and for local, community-based probation, pursuant to Section 9.1-173. These minimum standards are discussed below.

Virginia Criminal Sentencing Commission. The Criminal Sentencing Commission is a judicial branch agency established in 1994 under the Supreme Court pursuant to Section 17.1-800 et seq. and is composed of 17 members appointed by the Chief Justice, the Governor, and the General Assembly. The Commission is charged with developing, implementing and administering felony sentencing guidelines for use by judges of the Circuit Courts. The goal is to foster consistency in sentencing across state jurisdictions. The sentencing guidelines are discretionary, but provide judges a range of sentencing options to consider in all felony cases other than Class 1. Use of the guidelines is described in Section 19.2-298.01.

The Sentencing Commission is also responsible for studying revocations of supervision, usually initiated by state probation officers. Revocations are reported in the Sentencing Commission's Community Corrections Revocations Data System, also known as the Sentencing Revocation Report (SRR) database. First implemented in 1997, the SRR is a form designed to capture data concerning community supervision violation hearings. Supervision violations are divided into two general types:

- 1) A technical violation, which typically occurs when someone fails to meet a standard or special condition of supervision, usually in the form of missing appointments, testing positive for illegal drug use, and not paying fines and fees;
- 2) A new crime or new law violation, which typically occurs when an individual under supervision has committed a new crime while serving their sentence in the community;

In fiscal year 2020, the database reflected 12,873 reported violations, including 6,282 (49%) for new law violations and 6,591 (51%) for technical violations. Over the most recent five-year period available (fiscal years 2016 through 2020), the results are similar. 47% of violations were for new law matters and 53% were for technical violations.

Felony Sentencing Revocation Reports Received for Technical and New Law Violations *Statewide*

(Source: Virginia Sentencing Commission Annual Report (December 1, 2020))

Fiscal Year	Technical Violations	New Law Violations	Total
2020	6591 (51%)	6282 (49%)	12873
2019	6868	6409	13277
2018	7734	6383	13921
2017	6652	5616	12268
2016	6656	5998	12654
2016-2020	34501 (53%)	30688 (47%)	64993

Virginia State Crime Commission. The Virginia State Crime Commission (VSCC) is a legislative branch agency established pursuant to Section 30-156 et seq. to study, report, and make recommendations concerning criminal and public safety. It is composed of 13 members, including 9 legislative members, 3 citizen members, and the Attorney General. The VSCC serves as a central repository of data collected for the Virginia Pre-Trial Data Project, and determined that the number of days a defendant was held in jail from arrest to release on bond varied widely, and the presence of an attorney on the defendant’s behalf at the first court appearance varied as well. The VSCC requested that the state legislature’s Committee on District Courts study the issue and make recommendations on procedures and practices for appointing an attorney and conducting a bond hearing at the first appearance of the defendant in court.

The need for counsel at first appearance is well articulated in a 2020 policy brief by the National Legal Aid and Defender Association (NLADA)

“Providing quality representation by counsel at an accused individual’s first appearance before a judicial officer (counsel at first appearance, or “CAFA”) is a key component of effective pretrial justice that local and state governments should implement. CAFA has been shown to reduce jail populations and legal system costs, and strengthens procedural justice, among other benefits. One of the most compelling legal arguments in favor of CAFA, already affirmed by the highest courts of Massachusetts and New York, is that because liberty interests of the accused are at stake in a first appearance proceeding—i.e., the accused may be jailed at the proceeding—it qualifies as a “critical stage” that requires the presence of counsel. This approach is rooted in the U.S. Supreme Court’s landmark Rothgery v. Gillespie County decision, which decreed that counsel must be provided at “any critical stage before trial.” Advocates may also look to arguments based on the relevant state constitution, as the highest court in Maryland has done.”

In February 2021, legislation passed (SB 1391 and HB 2110) that requires VSCC to collect and annually disseminate statewide and locality-level data related to adults charged with criminal offenses punishable by confinement in jail or a term of imprisonment. The legislation does not require that VSCC to submit an annual report prior to December 1, 2022. In June 2021, the VSCC released more data concerning the statewide pretrial study, including:

- A. 87% of pretrial defendants are ultimately released during the pre-disposition period;
- B. 22% of released defendants were arrested while on pretrial release for a new in-state offense punishable by incarceration, of which 90% were for misdemeanors and 10% were for felonies;
- C. 13% were charged with failing to appear in court.

In its review of mandatory minimum sentencing, the VSCC found 224 distinct offenses in 34 Virginia Code sections that require a mandatory sentence of incarceration, including for 162 felony offenses and 62 misdemeanor offenses. Pursuant to Section 18.2-12.1, for mandatory minimum offenses, the court must impose the entire term of confinement, the full amount of the fine and the complete requirement of community service prescribed by law. The court has no discretion to suspend in full or in part any punishment described as mandatory minimum punishment. Questioning the effectiveness and disparate impact on minorities, the VSCC now supports efforts to repeal all such mandatory minimum sentences and allow for re-sentencing of anyone currently serving a term of incarceration for a mandatory minimum offense for all but Class 1 felonies.

C. COMMUNITY-BASED CORRECTIONS

In providing pretrial services and post-conviction alternatives to incarceration, OAR staff may make referrals to outside organizations such as the Department of Health and Human Services for such services as mental health treatment, substance abuse detoxing and treatment, counseling for anger management and domestic violence, and life skills. Staff also arrange for Global Positioning Satellite (GPS) monitoring if ordered by the court, and in many cases are responsible for the collection of fines, restitution, and court costs.

Defendants interviewed by pretrial services officers at the ACRJ are likely to have been processed by jail staff and already presented to a magistrate operating out of a co-located office at ACRJ for a bail or commitment determination. Usually, the magistrate has the criminal history provided by the arresting law-enforcement officer or jail staff, and information provided

by the defendant. In relatively rare instance, the defendant has the benefit of counsel. Magistrates are required to complete a standard questionnaire to help determine their decision, but they do not have the benefit of a pretrial services report, verification of information, and the scoring of the VPRAI at the time the release or detention decision is made. That information is not available until the initial appearance before a General District Court judge.

A. Assisting Judges at Bail Hearings

The primary purpose of the pretrial services program is to assist judicial officers discharge their duties pursuant to Sections 19.2-119 et seq., and thereby help reduce unnecessary pretrial detention. Judicial officers are required to consider factors enumerated under Section 19.2-120 as follows:

- 1) The nature and circumstances of the offense;
- 2) The alleged use of a firearm in the commission of the offense;
- 3) The weight of the evidence;
- 4) The defendant's history, including his family ties or involvement in employment, education, or medical, mental health, or substance abuse treatment;
- 5) The defendant's length of residence in, or other ties to, the community;
- 6) The defendant's record of convictions;
- 7) The defendant's appearance at court proceedings or flight to avoid prosecution or conviction for failure to appear at court proceeding; and
- 8) The likelihood the defendant will obstruct or attempt to obstruct justice, or threaten, injure, or intimidate, or attempt to threaten, injure, or intimidate, a prospective witness, juror, victim, or family or household member defined in Section 16.1-228.

Parts of the information required are readily provided by the Assistant Commonwealth's Attorney and/or law-enforcement officers, such as details of the arrest and the alleged offense, criminal history, and concern about any potential obstruction of justice. Other parts, however, fall into the purview of pretrial services, including the defendant's family ties, employment, education, medical and mental health, substance abuse, length of time at residence and other ties to the community. Given the typical time constraints between arrest and appearance before a judicial officer, pretrial services officers must report to the ACRJ very early to interview defendants held in the jail and scheduled to appear before a General District Court judge later that same morning.

Minimum Standards. The DCJS Minimum Standards for Pretrial Services (January 12, 2017) enumerate the responsibilities of pretrial

services officers at the investigative stage. Pretrial services officers are to:

- 1) Screen defendants arrested on any capias, state or local warrant who are awaiting an initial hearing where bail will be set by a judicial officer (screening is done to determine eligibility for pretrial services);
- 2) Interview eligible defendants appearing before any judicial officer for first appearance, arraignment, or subsequent hearing on an issue of bail;
- 3) Investigate defendants in order to verify residence and employment information obtained during the pretrial interview;
- 4) Conduct a criminal history check on each defendant, which at a minimum, includes an inquiry to the Virginia Criminal Information Network (VCIN);
- 5) Complete the Virginia Pretrial Risk Assessment Instrument (VPRAI) for each defendant investigated;
- 6) Make recommendations based on the risk factors identified in the VPRAI and after application of the PRAXIS. The recommendations are to reflect the least restrictive terms and conditions necessary based on the identified risk level, primary charge category, and any other relevant mitigating or aggravating factors;
- 7) Provide the judicial officer with written pretrial investigation reports that include, at a minimum, the results of the VPRAI and a recommendation regarding the terms and conditions of bail;
- 8) Screen, assess, and make recommendations based on VPRAI and PRAXIS results at multiple decision points throughout the case between initial appearance and adjudication for defendants who remain in custody;
- 9) Update the VPRAI based on updated or new information about the defendant.

Conditions of Pretrial Release. Section 19.2-123 enumerates the conditions or combination of conditions under which a defendant may be released pending trial. Except in certain, limited situations, the judicial officer has discretion to:

- 1) Place the person in the custody and supervision of a designated person, organization or pretrial services agency which, for the purposes of this section, shall not include a court services unit established pursuant to Section 16.1-233;
- 2) Place restrictions on the travel, association or place of abode of the person during the period of release and restrict contacts with household members for a specified period of time;
- 3) Require the execution of an unsecured bond;
- 4) Require the execution of a secure bond which at the option of the accused shall be satisfied with sufficient solvent sureties, or the

deposit of cash in lieu thereof. Only the actual value of any interest in real estate or personal property owned by the proposed surety shall be considered in determining solvency and solvency shall be found if the value of the proposed surety's equity in the real estate or personal property equals or exceeds the amount of the bond;

- 5) Require that the person do any or all of the following: (i) maintain employment or, if unemployed, actively seek employment; (ii) maintain or commence an educational program; (iii) avoid all contact with an alleged victim of the crime and with any potential witness who may testify concerning the offense; (iv) comply with a specified curfew; (v) refrain from possessing a firearm, destructive device, or other dangerous weapon; (vi) refrain from excessive use of alcohol, or use of any illegal drug or any controlled substance not prescribed by a health care provider; and (vii) submit to testing for drugs and alcohol until the final disposition of his case;
- 6) Place a prohibition on a person who holds an elected constitutional office and who is accused of a felony arising from the performance of his duties from physically returning to his constitutional office;
- 7) Require the accused to accompany the arresting officer to the jurisdiction's fingerprinting facility and submit to having his photograph and fingerprints taken prior to release; or
- 8) Impose any other condition deemed reasonably necessary to assure appearance as required, and to assure his good behavior pending trial, including a condition requiring that the defendant return to custody after specified hours or be placed on home electronic incarceration pursuant to Section 53.1-131.2 or, when the defendant is required to execute a secured bond, be subject to monitoring by a GPS (Global Positioning System) tracking device, or other similar device. The defendant may be ordered by the court to pay the cost of the device. Upon satisfaction of the terms of recognizance, the defendant shall be released forthwith.

In addition, Section 19.2-123 provides, with the approval of the Chief Judge of the General District Court, and in proscribed circumstances, for testing for the presence of phencyclidine (PCP), barbiturates, cocaine, opiates or such other drugs prior to any hearing to establish bail. The judicial officer and pretrial services agency shall inform the accused or juvenile being screened or tested that test results shall be used by a judicial officer only at a bail hearing and only to determine appropriate conditions of release or to reconsider the conditions of bail at a subsequent hearing. All screening or test results, and any pretrial investigation report containing the screening or test results, shall be confidential with access thereto limited to judicial officers, the Commonwealth's Attorney, defense counsel, other pretrial service agencies, and any criminal justice agency as defined in Section 9.1-101.

B. Supervising Persons Released Pending Trial

The second purpose of pretrial services is to provide the court with a means to supervise certain defendants during the period of pretrial release. Such supervision may entail reporting in-person or by telephone, drug testing, counseling, home confinement, electronic monitoring and other conditions.

Section 19.2-152.4:3 enumerates the duties and responsibilities of pretrial services officers in this regard:

- 1) Supervise and assist all defendants residing within the jurisdictions served and placed on pretrial supervision by any judicial officer within the jurisdictions to ensure compliance with the terms and conditions of bail;
- 2) Conduct random drug and alcohol tests on any defendant under supervision for whom a judicial officer has ordered testing or who has been required to refrain from excessive use of alcohol or use of any illegal drug or controlled substance or other defendant-specific condition of bail related to alcohol or substance abuse;
- 3) Seek a *capias* from any judicial officer pursuant to Section 19.2-152.4:1 for any defendant placed under supervision or the custody of the agency who fails to comply with the conditions of bail or supervision, when continued liberty or noncompliance presents a risk of flight, a risk to public safety, or risk to the defendant;
- 4) Seek an order to show cause why the defendant should not be required to appear before the court in those cases requiring a subsequent hearing before the court;
- 5) Provide defendant-based information to assist any law-enforcement officer with the return to custody of defendants placed on supervision for which a *capias* has been sought.

In addition, pretrial services officers may provide the following optional services, as appropriate and when available resources permit:

- 1) Conduct, subject to court approval, drug and alcohol screenings, or tests at investigation pursuant to subsection B 19.2-123 or following release to supervision;
- 2) Facilitate placement of defendants in a substance abuse education or treatment program or services or other education or treatment service when ordered as a condition of bail;
- 3) Sign for the custody of any defendant investigated by a pretrial services officer, and released by a court to pretrial supervision as the sole term and condition of bail or when combined with an unsecured bond;

- 4) Provide defendant information and investigation services for those who are detained in jails located in jurisdictions served by the agency and are awaiting an initial bail hearing before a magistrate;
- 5) Supervise defendants placed by any judicial officer on home electronic monitoring as a condition of bail and supervision;
- 6) Prepare, for defendants investigated, the financial statement-eligibility determination form for indigent defense services;
- 7) Subject to approved procedures and if so requested by the court, coordinate services for court-appointed counsel and for interpreters for foreign-language speaking and deaf or hard of hearing defendants.

Minimum Standards. DCJS has issued Minimum Standards for Pretrial Services (January 12, 2017) which enumerate the responsibilities of pretrial services agencies at the supervisory stage. Pretrial services agencies shall develop and follow a policy and procedure for:

- 1) Placing defendants under pretrial supervision.
- 2) Requiring the defendant to report by telephone or in-person to the agency following judicial officer action or release from confinement;
- 3) Conducting an intake within five business days following notification of judicial officer action or release from confinement for all defendants placed on supervision;
- 4) Conducting a criminal history record check, as defined in standard 3.4.(E), on each defendant supervised by the agency;
- 5) Informing defendants placed on pretrial supervision of conditions of bail imposed by the judicial officer. At a minimum, the policy shall require the review of imposed conditions to take place at or before intake;
- 6) Verifying compliance with, and completion of, any conditions of pretrial release;
- 7) Providing supervision that is responsive to the risk of defendants placed on pretrial supervision and which demonstrates that as risk increases, supervision frequency and intensity increases;
- 8) Notifying defendants on pretrial supervision of upcoming court appearances.

C. Supervising Persons Post Conviction

The purpose of local probation is to provide judicial officers with sentencing alternatives for misdemeanants or persons convicted of felonies that are not felony acts of violence, as defined in Section 19.2-297. Upon a finding of guilt in a misdemeanor case, either by guilty plea or

verdict, a judge may place an individual directly on community-based probation under the supervision of a local probation officer. Pursuant to Section 9.1-176.1, the duties and responsibilities of a local probation officer are as follows:

- 1) Supervise and assist all local-responsible adult offenders, residing within the localities served and placed on local community-based probation by any judge of any court within the localities served;
- 2) Ensure offender compliance with all orders of the court, including the requirement to perform community service;
- 3) Conduct, when ordered by a court, substance abuse screenings, or conduct or facilitate the preparation of assessments pursuant to state approved protocols;
- 4) Conduct, at his discretion, random drug and alcohol tests on any offender whom the officer has reason to believe is engaged in the illegal use of controlled substances or marijuana or the abuse of alcohol or prescribed medication;
- 5) Facilitate placement of offenders in substance abuse education or treatment programs, as well as other education or treatment programs and services based on the needs of the offender;
- 6) Seek a capias from any judicial officer in the event of failure to comply with conditions of local community-based probation or supervision on the part of any offender provided that noncompliance resulting from intractable behavior presents a risk of flight, or a risk to public safety or to the offender;
- 7) Seek a motion to show cause for offenders requiring a subsequent hearing before the court;
- 8) Provide information to assist any law-enforcement officer with the return to custody of defendants placed on supervision for which a capias has been sought;
- 9) Keep such records and make such reports as required by the Department of Criminal Justice Services;
- 10) Determine by reviewing the Local Inmate Data System upon intake and again prior to discharge whether a blood, saliva, or tissue sample has been taken for DNA analysis for each offender required to submit a sample pursuant to Section 19.2-310.2 et seq. and, if no sample has been taken, require an offender to submit a sample for DNA analysis;
- 11) Monitor the collection and payment of restitution to the victims of crime for offenders placed on local supervised probation;
- 12) At least 60 days prior to discharge, determine by reviewing the offender's criminal history whether all offenses for which the offender is being supervised appear on such record and, if any such offense that is required to be reported to the Central Criminal Records Exchange pursuant to Section 19.2-390 does not appear, do the following:
 - 1) Require the offender to report to the law-enforcement agency that made the arrest for such offense or to the Department of State

Police and submit to having his fingerprints and photograph taken for each such offense.

- 2) Provide written or electronic notification to the Central Criminal Records Exchange within the Department of State Police that the offense does not appear on the offender's criminal history record
- 3) Verify that such fingerprints and photograph have been taken.

In addition, local probation officers may provide the following optional services, as appropriate and when available resources permit:

- 1) Supervise local-responsible adult offenders placed on home incarceration with or without home electronic monitoring as a condition of local community-based probation;
- 2) Investigate and report on any local-responsible adult offender and prepare or facilitate the preparation of any other screening, assessment, evaluation, testing or treatment required as a condition of probation;
- 3) Monitor placements of local-responsible adults who are required to perform court-ordered community service at approved work sites;
- 4) Assist the courts, when requested, by monitoring the collection of court costs and fines for offenders placed on local probation;
- 5) Collect supervision and intervention fees pursuant to Section 9.1-182 subject to local approval and the approval of DCJS.

Minimum Standards for Supervision. DCJS has issued Minimum Standards for Local Community-Based Probation (May 12,2016) that further define eligibility, proscribe intake procedures, and lay out issues that must be addressed in the supervision of offenders in the community. The Minimum Standards call for each local community-based probation agency to develop and follow a policy and procedure for providing probation supervision.

At a minimum, the procedures for supervision must address the following:

- 1) Assessing the probationer's risk and needs using an assessment tool approved by DCJS.
- 2) Providing supervision and interventions that are responsive to the risk and needs of probationers and demonstrate that as risk increases, supervision intensity, frequency, and duration increases.
- 3) Providing for face-to-face contact with appropriate program staff, at a minimum, once each month. Each local community-based probation agency shall develop and follow a policy and procedure for handling extenuating circumstances which may exclude the required monthly face-to-face contact.
- 4) Developing a supervision plan that is risk informed and based on data from the risk/needs assessment. Verifying the probationer's compliance with, and completion of, any court ordered conditions of

supervision; measuring the probationer's progress and completion of case plan goals, if a case plan is required, and activities throughout the supervision period.

Minimum Standards for Electronic Monitoring and Home Incarceration. Each local community-based probation agency using home incarceration without electronic monitoring shall develop and follow a policy and procedure for probationers placed on local probation in accordance with §§ 9.1-176, 9.1-176.1 and DCJS guidelines

Minimum Standards for Other Components of Supervision. Each local probation office also must develop and follow a policy and procedure for the following specific components of probation supervision:

- 1) Community Service in accordance with Sections 9.1-176, 9.1-176.1, & 19.2-305 of the Code of Virginia for eligible probation placements which shall, at a minimum, include:
 - a. Written agreements between the agency and community service site;
 - b. Requirements for sites to be public or private not-for-profit.
- 2) Substance Abuse Screening, Assessment, and Treatment referrals to include:
 - c. Initial substance abuse screening in accordance with Section 19.2-299.2;
 - d. Substance abuse assessment in accordance with Section 19.2-299.2.
 - e. Placement into substance abuse education and/or treatment in accordance with Section 19.2-299.2.
- 3) Substance Abuse Testing in accordance with Sections 18.2-251.4, 18.2-252, and 19.2-303.3.
- 4) Veteran Services pursuant to Section 9.1-173.1. 5.
- 5) Treatment and intervention services provided by the agency to address specialized populations or address specific risk and needs which shall at a minimum include the following information:
 - f. Program design with risk factors and needs addressed by the intervention.
 - g. Target population served, program eligibility, admission requirements and program completion criteria.
 - h. Referral process and guidelines for participation

Minimum Standards for Violations. DCJS standards also call for each local community-based probation agency to develop and follow a policy and procedure for using appropriate responses to probationer behavior related to compliance with conditions of probation supervision. At a minimum, sanction and incentive policies and procedures shall include the following:

- 1) Response to probationer failures to report as directed in the court referral procedure;
- 2) Guidance regarding when and how to seek a capias or request a show cause in accordance with Sections 9.1-176.1 and 19.2-303.3 of the Code of Virginia and at a minimum:
 - a. Establish local procedures to request a show cause hearing due to non-compliance when continued liberty is not a concern and a capias is not required.
 - b. Ensure only sworn probation officers may submit requests for a capias or show cause.
 - c. Establish procedures indicating how and when a capias should or must be requested
 - d. Establish procedures for supervisor review of requests for a capias
 - e. Establish procedures indicating how and when a show cause should or must be used
 - f. Document the reason(s) for the show cause or capias request in the information system
 - g. Establish procedures for making a case inactive if a capias has been requested for a probationer who has absconded;
- 3) Applying intermediate incentives for progress and sanctions for violations of conditions of supervision and, if applicable, case plan activities.
- 4) Reporting procedure and notification of probation progress and outcome to the court pursuant to Sections 9.1-176.1 and 19.2-303.3C and of the Code of Virginia.

Length of Period of Supervision. Each local probation office must also develop and follow a policy and procedure to address length of supervision in the absence of direction from the court. These policies and procedures shall at a minimum include that the length of supervision shall not exceed the amount of time sentenced or otherwise permitted by law.

Court-Ordered Financial Responsibilities and Fees. Each local probation office must develop and follow a policy and procedure for monitoring and facilitating probationer payment of court ordered financial obligations for eligible probationers. The policy and procedure must be consistent with local policy for the collection of money and which shall, at a minimum, include that local community-based probation agencies are not responsible for the collection of restitution. This remains the responsibility of the clerks of court pursuant to Section 19.2-305.1. 2. Each local community-based probation agency that offers community services work in lieu of payment of fines and costs for eligible probationers shall develop and follow a policy and procedure pursuant to Section 19.2-354.C. The probation office must also develop and follow a policy and procedure for supervision or intervention fees pursuant to the statewide

policy of supervision and intervention fees established by DCJS under Section 9.1-182.

Availability of Probation Data. Available local probation data from OAR/JACC includes cases from the counties of Fluvanna, Louisa, Goochland, Greene, Madison, and Orange. Breakouts for the jurisdictions in the ACRJ footprint were not available. The Probation and Parole Office, District 9, declined to provide data.

D. FOR CONSIDERATION

OAR/JACC appears well organized and well supported. There is no need to consider alternatives to the existing pretrial services and local probation programs in the jail service area. It is noted, however, that OAR/JACC and service providers in the area are experiencing staff shortages, making it difficult to fully support clients in need of mental health and substance abuse interventions. This can lead to escalation of problems, revocations of release, and commitments to ACRJ. Stakeholders noted a need for residential drug treatment, emergency housing for homeless defendants, and mental health crisis intervention as alternatives to incarceration.

If the pretrial population significantly increases, it would be prudent for the OAR, in conjunction with its stakeholders, to conduct a comparative analysis of services actually provided with services described in industry standards. This would enable decision makers to determine whether existing services could be improved with additional training or newer technology, or simply expanded with additional resources.

Industry standards for pretrial services are described in the National Institute of Corrections (NIC) publication “A Framework for Pretrial Justice: Essential Elements of an Effective Pretrial System and Agency” (2017). The publication identifies “essential elements” for an effective pretrial system and a high-functioning pretrial services agency: pretrial release and detention decisions are based on risk and are designed to maximize release, court appearance, and public safety.

NIC’s essential elements for an effective pretrial services *system* are:

- 1) The legal framework for pretrial services in the jurisdiction including a presumption of least restrictive nonfinancial release pending trial; restrictions or prohibition on the use of secured financial conditions of release; and detention for a limited and clearly-defined type of defendant;
- 2) Release options following or in lieu of arrest;
- 3) Eligibility of all defendants for pretrial release, with no locally-imposed exclusions not permitted by statute;

- 4) The screening of criminal cases by experienced prosecutors prior to first appearance;
- 5) Defense attorneys are active at first appearance;
- 6) A collaborative group of stakeholders employing evidence-based decision-making to ensure a high functioning system;
- 7) A dedicated pretrial services agency.

NIC's essential elements for an effective pretrial services *agency*, are:

- 1) The mission is clearly operationalized;
- 2) There is universal screening;
- 3) Pretrial services staff use a validated pretrial risk assessment;
- 4) There are sequential bail reviews for defendants unable to make bail;
- 5) Officers use risk-based supervision practices;
- 6) There are performance measurements with capacity for feedback.

Regarding the supervision of convicted offenders, the National Institute of Corrections offers an array of industry standards based on evidence-based practices for all aspects of community corrections, including general supervision, and supervision of persons with special conditions. NIC's Research in Brief series, for example, offers such topics as:

- 1) Drug Testing as a Condition of Supervision (2020).
- 2) Leveraging the Power of Smartphone Applications to Enhance Community Supervision (2020) .
- 3) A Study of Drug Testing Practices in Probation (2020).
- 4) Drug Testing in Community Corrections: A Review of the Literature (2020).
- 5) Evaluating the Impact of Probation and Parole Home Visits (2019).
- 6) Community Corrections Strategies for Supervising Those Victimized by Domestic Violence (2019).
- 7) Incorporating Location Tracking Systems Into Community Supervision (2019).
- 8) Dosage Probation: Enhancing Public Safety by Rethinking the Structure of Probation Sentences (2019).

Another industry standard is the National Association of Pretrial Services Agencies (NAPSA) publication "Standards of Pretrial Release: Revised 2020." This is an exhaustive compilation of the principles and essential elements of high-quality pretrial justice programs. The standards are broken into four major parts addressing:

- 9) The guiding principles for pretrial decision-making, including maximizing pretrial release, court appearance, and public safety; setting appropriate bail based upon a defendant's likelihood of court appearance and risk to public safety; a presumption of release on own recognizance or upon the least restrictive supervision conditions to provide reasonable assurance of court appearance and public safety; abolishing financial conditions of bail; detention only for a limited number of defendants who pose an

unmanageable risk to commit a dangerous or violent crime or abscond from court proceedings.

- 10) The essential elements of a pretrial justice system, including, for example, having dedicated pretrial services agencies; using validated risk assessments; excluding financial conditions, using preventive detention only with full due process protections for a limited and well-defined category of defendants; and presentation at initial appearance by active and engaged counsel.
- 11) The guidelines for releasing defendants before the initial court appearance, including procedures for pretrial services agencies involvement prior to the initial court appearance; representation by counsel at the initial appearance; initial appearance to determine bail within 24 hours of arrest; a probable cause determination within lawful time limits before imposing any significant restraint on pretrial liberty; a statutory presumption of own recognizance release, unless the defendant's risk of flight or danger to the public warrants a greater level of supervision.
- 12) The purposes, management, and functions of a pretrial services agency, including procedures for defendant background investigations, applying validated risk assessments, making bail recommendations to court, and monitoring and supervising released defendants.

Another valuable source for pretrial services is the Center for Effective Public Policy (CEPP). CEPP leads an effort called Advancing Pretrial Policy and Research (APPR), which works with local community partners to enhance pretrial systems to improve outcomes and increase fairness and racial equity. If a local community chooses to implement the PSA, and meets APPR's approval, it may become a "research action sites" and receive research-based technical assistance to increase effectiveness of local policies and practices. Through the use of an actuarial assessment called the Public Safety Assessment (PSA), and after implementing other local pretrial system improvements, APPR maintains that jurisdictions have higher rates of pretrial release and use financial conditions of release less often. Further, APPR maintains there is no negative impact on new crime and failure to appear rates. Note that OAR/JACC does not have to stop the PSA or become a "research action site" to explore CEPPS's on-line library and APPR's on-line material (advancingpretrial.org).

E. TABLES AND GRAPHICS

This table shows administrative responsibility for programs and services in the jurisdictions which are served by the ACRJ.

<i>Program/Service</i>	<i>Administrative Responsibility</i>
Pretrial Services	OAR/JACC
Community Corrections	OAR/JACC
Electronic Monitoring (EM)	OAR/JACC
Home Incarceration	ACRJ
Probation Supervision/ substance abuse assessment, testing & treatment	<i>Local</i>
	OAR/JACC
	<i>State</i>
	Probation and Parole District 9; Also self-pay for private treatment
Adult Drug Court	OAR/JACC
Therapeutic Docket	OAR/JACC
Law Enforcement Diversion - Detox Center Programs (optional)	Not available
Day Reporting Center	Not available
Reentry Programming	<i>Local</i>
	OAR/JACC
	<i>State</i>
	OAR/JACC

This table below shows OAR/JACC pretrial services caseload by persons charged with misdemeanors and felonies for fiscal years 2019, 2020, and 2021.

OAR/JACC Pretrial Services									
Statistic	Misdemeanors			Felonies			Total		
	FY-19	FY-20	FY-21	FY-19	FY-20	FY-21	FY-19	FY-20	FY-21
Total Placements for the Year	194	143	78	270	281	169	464	424	247
Total Defendants Terminated	186	124	91	282	223	222	468	347	313
Active Caseload Last Day of FY	483	489	324	1340	1393	1104	1773	1882	1428
Total Supervision Days for the Year	13115	14213	9993	41126	41829	34096	54241	56042	44089
Average Daily Caseload for the Year	36	39	27	113	114	93	149	153	121
Average Length of Supervision (Days)	68	99	128	152	149	202	117	132	178

This table shows the types of pretrial services provided by OAR/JACC in FY-2021.

FY-21 OAR/JACC Pretrial Services Provided		
New Service Placements	Number	Percent
1. Substance Abuse Testing	12	100
2. Substance Abuse Education	0	0
3. Substance Abuse Counseling	0	0
4. Alcohol Testing	0	0
5. Anger Management	0	0
6. Shoplifters Group	0	0
7. Domestic Violence Group	0	0
8. Sex Offender Treatment	0	0
9. Electronic Monitoring (EM)	0	0
10. Mental Health Assessment	0	0
11. Mental Health Screening	0	0
12. Home Incarceration	0	0
13. Other	0	0
Total	12	100

This table shows FY 2021 pretrial services caseload.

OAR/JACC Pretrial Services Caseload FY-21		
Court Decision	Number	Percent
Recognizance	36	5.9
Unsecured Bond	101	16.4
Secured Bond	56	9.1
Denied Bail	421	68.6
Pretrial Supervision		
Yes	116	18.8
No	501	82.2
Placements Activated		
ROR	37	10.8
Unsecured Bond	220	64.3
Secured Bond	85	24.9
Active Placements Closed		
Successful	373	97.9
Unsuccessful	8	2.1
FTA	3	.8
New Arrest	5	1.3.

This table shows negative pretrial supervision outcomes as a percentage of pretrial services placements closed in FY 2019, FY 2020, and FY 2021.

OAR/JACC Pretrial Supervision Outcomes						
Outcome	FY-19		FY-20		FY-21	
	Number	Percent	Number	Percent	Number	Percent
Placements Closed	486	100	323	100	400	100
FTA	6	1.23	1	0.31	3	..75
New Arrest	3	0.62	1	0.31	5	1.25
Conditions Violated	10	2.06	2	0.62	0	0
Other	0	0	0	0	0	0
Total	19	03.91	4	1.24	8	2.00

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**COMMUNITY BASED CORRECTIONS PLAN
NEEDS ASSESSMENT OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION VI
INMATE POPULATION FORECAST**

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VI. INMATE POPULATION FORECAST

A. SIGNIFICANT FINDINGS

- Significant Finding: There are no indications in the historical data that suggest that the inmate population will increase substantially in the future. After reviewing many alternative forecast models, no models produced a growing inmate population.
- Significant Finding: The ACRJ is operating at over the Virginia Department of Corrections established rated capacity. In October 2021 (the last month for which data were available), there were 375 total detainees including approximately 60 on Home Electronic Incarceration in a facility designed for 329. It is reasonable to assume that there will be continuing pressure on detention resources (including ACRJ bed space) as the region continues to grow.

The following narrative presents the forecasting methodology and a planning forecast of the incarcerated inmate population for the Charlottesville-Albemarle Regional Jail. Also included is a description of the data upon which the forecast is based; the methodology used, and the outcomes of the forecasting procedures. The guidelines for a planning forecast that is submitted to the State require a forecast of the expected inmate population for a period of no less than 10 years beyond the expected date of occupancy of any new or expanded facility. Consequently, the planning forecast is for the expected population in June 2035.

Methods used to produce inmate population forecasts are based on analyzing historical population trends and projecting those trends into the future. The assumption is made that history provides a sound basis upon which to build planning estimates, and long-term trends associated with increasing and decreasing jail populations will largely continue in the future. The assumption has also been made that policies, procedures, programs and administrative practices impacting population levels in the recent past will continue in the future.

In general, jail populations increase, or decline based on two key factors: (1) the number of persons admitted to jail, and (2) the amount of time they remain confined (length of stay). For example, if admissions decline and length of stay remains unchanged, capacity needs decrease. Historical jail population data reflect a set of conditions that existed during a given time. A cautionary note is that a number of things outside of mathematical changes in monthly jail population figures influence changes in jail populations. The sentencing practices, sentence guidelines, correctional policy, community attitudes towards non-incarceration alternatives, state and local responsibility definitions, for example, may be significantly different from the conditions experienced in the future.

Forecast Database

To develop the forecast, historical monthly average daily population figures were tabulated for the period July 2015 through October 2021. This data is displayed in the table below.

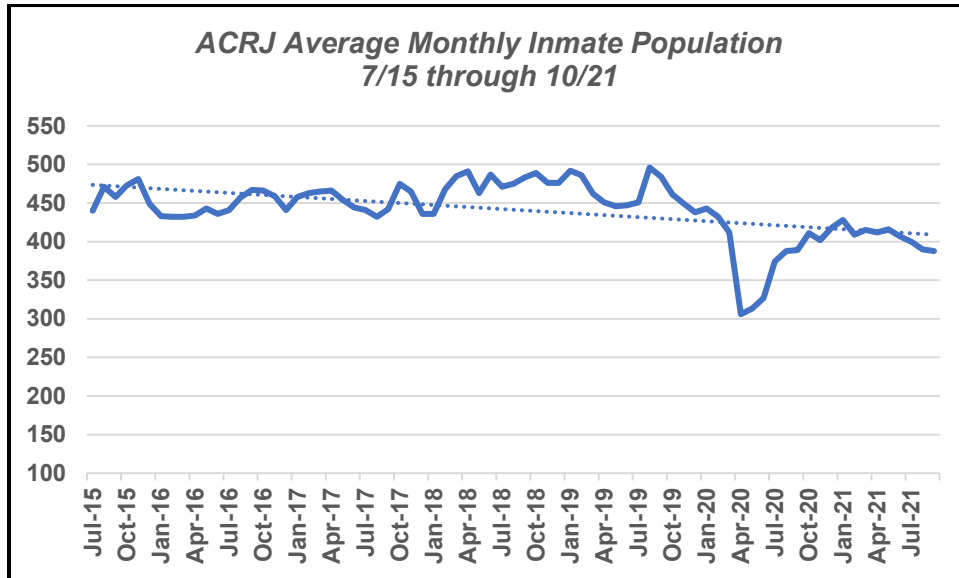
Charlottesville - Albemarle Regional Jail							
Monthly Average Inmate Population FY-17 through FY-2022 (MTD)							
	FY-16	FY-17	FY-18	FY-19	FY-20	FY-21	FY-22
July	440	441	441	471	451	374	400
August	471	457	432	475	496	388	390
September	458	467	442	483	484	389	388
October	473	466	475	489	461	411	375
November	481	459	465	476	449	402	--
December	449	441	436	476	438	418	--
January	433	458	436	492	443	428	--
February	432	463	468	486	432	409	--
March	432	465	485	462	412	415	--
April	434	466	491	451	306	412	--
May June	443	454	463	446	313	416	--
June	436	444	487	447	327	407	--
Monthly Avg.	448.5	456.8	460.1	471.2	417.7	405.8	388.3
High	481.0	467.0	491.0	492.0	496.0	428.0	400.0
Low	432.0	441.0	432.0	446.0	306.0	374.0	375.0
Change							
Number	--	8.3	3.3	11.1	-53.5	-11.9	-17.5
Percent	--	1.8%	0.7%	2.4%	-11.4%	-2.9%	-4.3%

- The inmate population displays a very slow increasing trend between FY-16 and FY-20 where the population increased from an average of 449 inmates in FY-16, and 471 inmates in FY-19.
- Generally ranging between 450-470 inmates, on average the inmate population increased by less than 2% per year (7 per year) through June 2019.
- Starting in March 2020 with onset of the corona virus, the population began to decline from 432 in February 2020, to 306 in April 2020; by FY-21 the average monthly population decline to an average of 406 inmates.
 - Over the past seven years the facility has operated at approximately 130% - 140% of rated capacity as established by the Virginia Department of Corrections; at the time of this report the number of inmates confined in ACRJ represented 114% of rated capacity.

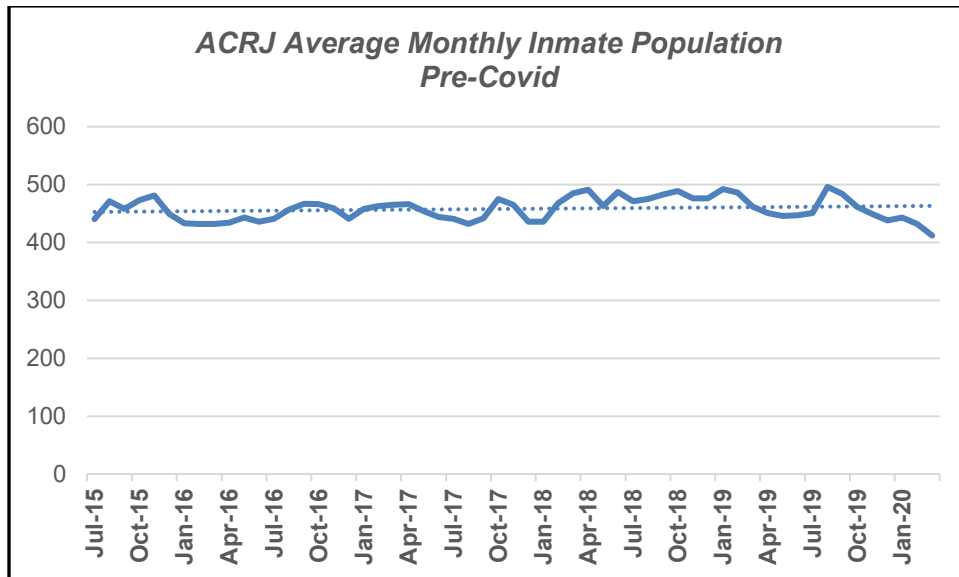
Charlottesville - Albemarle Regional Jail							
Monthly Average Inmate Population FY-17 through FY-2022 (MTD)							
	FY-16	FY-17	FY-18	FY-19	FY-20	FY-21	FY-22
July	133.7%	134.0%	134.0%	143.2%	137.1%	113.7%	121.6%
August	143.2%	138.9%	131.3%	144.4%	150.8%	117.9%	118.5%
September	139.2%	141.9%	134.3%	146.8%	147.1%	118.2%	117.9%
October	143.8%	141.6%	144.4%	148.6%	140.1%	124.9%	114.0%
November	146.2%	139.5%	141.3%	144.7%	136.5%	122.2%	--
December	136.5%	134.0%	132.5%	144.7%	133.1%	127.1%	--
January	131.6%	139.2%	132.5%	149.5%	134.7%	130.1%	--
February	131.3%	140.7%	142.2%	147.7%	131.3%	124.3%	--
March	131.3%	141.3%	147.4%	140.4%	125.2%	126.1%	--
April	131.9%	141.6%	149.2%	137.1%	93.0%	125.2%	--
May	134.7%	138.0%	140.7%	135.6%	95.1%	126.4%	--
June	132.5%	135.0%	148.0%	135.9%	99.4%	123.7%	--

Two forecast databases were created to produce inmate population projections: (1) the first data base employed was for the period July 2015 through October 2021, and including the population decreases associated with the corona virus; (2) the second database used was for the period July 2015 through June 2020 and excludes most of the declines recorded during the corona virus.

Database #1 - historical inmate population for July 2015 – October 2021 is displayed in the following graph.



Database #2 – historical inmate population for July 2015 – June 2020 is displayed in the following graph.



Forecast Methodology: ACRJ Inmate Population

A number of different forecast models were developed for projecting the future confined population. Forecasts were generated using Simple Moving Averages, Exponential Smoothing models (Holt and Winters) and a number of different ARIMA models (commonly called Box Jenkins models). In addition, a linear regression model was generated to provide a graphic long-term trend line. All models used to project the population are based upon the assumption that long term historical trends in population levels can be extrapolated into the future. The various models were developed using a software program titled Forecast Pro, developed by Business Forecast Systems.

It should be stressed that no fewer than 25 separate models were evaluated. All resulted in projecting flat or declining inmate populations.

Findings

- Since all models tested rely on trends in the historical data to project future trends, all forecast models produced either “no growth” or continuing inmate population declines in the future.
- The ACRJ has operated at over 100% of rated capacity in the past. In October 2021 (the last month for which data were available), there were 375 total detainees including approximately 60 on Home Electronic Incarceration in a facility designed for 329. It is reasonable to assume that there will be continuing pressure on correctional resources (including ACRJ bed space) as the region continues to grow. It is recommended that decision makers continue to plan to implement jail program options in order to maintain an inmate population that remains at current levels.

COMMUNITY BASED CORRECTIONS PLAN **PLANNING STUDY**

FOR THE

EXPANSION & RENOVATION OF THE ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL

CHARLOTTESVILLE, VIRGINIA

DECEMBER 22, 2021

MOSELEYARCHITECTS

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**PLANNING STUDY
For the
EXPANSION & RENOVATION OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

SECTION I

Synopsis of the Required Number of Beds

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I. SYNOPSIS OF THE REQUIRED NUMBER OF BEDS

A. SYNOPSIS OF THE REQUIRED NUMBER OF BEDS

This project is a proposed addition, reconfiguration, and renovation to the existing Albemarle – Charlottesville Regional Jail (ACRJ). The original jail (“1975 Jail”) was opened in 1974 and has been expanded a number of times, resulting in a rated capacity of 329. The current inmate population averages around 375 with approximately 60 detainees in the Home Electronic Incarceration program that was successfully expanded during the ongoing COVID-19 pandemic. The projected inmate population is not anticipated to grow in the planning horizon through 2035. This proposed project does not increase the rated capacity of the facility. The project consists of demolishing the east wing of the original 1975 portion of the jail including its rated capacity of 65 beds and constructing three general population housing units to replace the 65 beds demolished and providing a special purpose housing unit and a mental health housing unit near the existing medical unit. The project also includes renovating the remaining portion of the 1975 Jail. The renovation scope includes the elimination of bar grates, upgrading fixtures, new windows, new roof, integration of more natural daylight, and new mechanical systems. Existing spaces will be re-configured to accommodate more multi-purpose classroom space, more secure administrative space, security spaces, and re-configuration of dayrooms. Repurposed interior multi-purpose space and new outdoor recreation space will be added to provide better support to detainees and meet the Jail Standards.

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**PLANNING STUDY
For the
EXPANSION & RENOVATION OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

SECTION II

Direct Supervision

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II. DIRECT SUPERVISION

A. DIRECT SUPERVISION STATEMENT

The direct supervision/unit management concept is planned for this Project. Direct supervision is currently used in the newest portion of the jail in the existing housing units, but not in the original 1975 spaces. The proposed expansion is designed to operate using the direct supervision management concept in its proposed minimum security dormitories and maximum security mental health and special purpose housing pods.

Direct supervision links two elements to manage and produce a safe and secure jail for inmates, staff and visitors. The design of a direct supervision facility in conjunction with a planned inmate management approach has proven to significantly reduce negative inmate behavior and incidents of violence. Under the direct supervision concept the Officers are in the housing units, actively and progressively supervising the inmate population. There are no barriers present that prohibit the supervising staff from interacting with inmates and identifying problems in their early stages.

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**PLANNING STUDY
For the
EXPANSION & RENOVATION OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

**SECTION III
Facility Planning Program**

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III. FACILITY PLANNING PROGRAM

A. SUMMARY OF SPACE REQUIREMENTS

- 1 CENTRAL PLANT/MECHANICAL
- 2 CIRCULATION
- 3 CLASSIFICATION HOUSING
- 4 COMMUNITY CUSTODY
- 5 EDUCATION
- 6 EMPLOYEE AREA
- 7 FACILITY ADMINISTRATION (INCLUDES FINANCE)
- 8 FOOD SERVICES
- 9 HOUSING CELLS
- 10 INDOOR RECREATION
- 11 INMATE RECORDS
- 12 INTAKE/TRANSFER/RELEASE
- 13 LAUNDRY
- 14 MAGISTRATE
- 15 MAINTENANCE
- 16 MEDICAL HEALTH HOLDING
- 17 MEDICAL SERVICES
- 18 MENTAL HEALTH
- 19 SEGREGATION
- 20 PROPERTY
- 22 PUBLIC LOBBY
- 22 SECURITY
- 23 VEHICLE SALLYPORT
- 24 VIDEO COURT
- 25 VISITATION
- 26 WAREHOUSE & COMMISSARY

A. FACILITY PLANNING PROGRAM					
SUMMARY OF SPACE REQUIREMENTS ADDITION AND RENOVATION - JAIL					
COMPONENT		Existing NSF Area	Demolition NSF	Proposed New NSF	Renovation Area GSF
1	CENTRAL PLANT/MECHANICAL	5,898	N/A	N/A	N/A
2	CIRCULATION	23,770	2,800	2,500	5,116
3	CLASSIFICATION HOUSING	812	N/A	N/A	N/A
4	COMMUNITY CUSTODY	770	N/A	N/A	770
5	EDUCATION	4,770	780	N/A	4,178
6	EMPLOYEE AREA	5,514	N/A	N/A	5,694
7	FACILITY ADMINISTRATION	5,806	1,877	5,826	N/A
8	FOOD SERVICES	3,509	N/A	N/A	N/A
9	HOUSING CELLS AND DORMS	36,331	4,773	16,364	20,704
10	INDOOR AND OUTDOOR RECREATION	9,574	3,670	2,543	N/A
11	INMATE RECORDS	809	N/A	N/A	N/A
12	INTAKE/TRANSFER/RELEASE	2,903	N/A	N/A	N/A
13	LAUNDRY	1,456	N/A	N/A	N/A
14	MAGISTRATE	559	N/A	N/A	N/A
15	MAINTENANCE	1,580	N/A	N/A	180
16	MEDICAL HEALTH HOLDING	1,252	N/A	N/A	N/A
17	MEDICAL SERVICES	2,942	N/A	N/A	N/A
18	MENTAL HEALTH	344	172	443	N/A
19	SEGREGATION	108	108	1,252	N/A
20	PROPERTY	1,169	N/A	N/A	N/A
21	PUBLIC LOBBY	2,057	N/A	955	1,135
22	SECURITY	422	N/A	N/A	300
23	VEHICLE SALLYPORT	1,512	N/A	N/A	NA
24	VIDEO COURT	547	260	60	NA
25	VISITATION	642	192	1,186	NA
26	WAREHOUSE & COMMISSARY	344	N/A	N/A	NA
	Net Area	115,400	14,632	31,129	38,077
	Grossing SF	25,946	1,368	1,971	2,740
	Gross Square Footage	141,346	16,000	33,100	40,817
	Renovation GSF	40,817			
	Addition GSF	33,100			
	Demolition GSF	16,000			
	New Building GSF	158,446			

1. CENTRAL PLANT/MECHANICAL				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
MECHANICAL	211	211	0	0
MECHANICAL	699	699	0	0
MECHANICAL	539	539	0	0
MECHANICAL	1,020	1,020	0	0
CONTROL ROOM	74	74	0	0
MECHANICAL	191	191	0	0
ELECTRICAL ROOM	80	80	0	0
MECHANICAL	539	539	0	0
MSBA	345	345	0	0
ELECT.	84	84	0	0
BOILER ROOM	374	374	0	0
MECHANICAL	113	113	0	0
MECHANICAL	1,404	1,404	0	0
MECHANICAL	197	197	0	0
XFORMER RM.	28	28	0	0
TOTAL	5,898	5,898	0	0

2. CIRCULATION				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
TOTAL	23,700	2,800	2,500	5,116

3. CLASSIFICATION HOUSING				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
CELL	48	48	0	0
CELL	49	49	0	0
GROUP HOLDING	68	68	0	0
GROUP HOLDING	68	68	0	0
CELL	47	47	0	0
CELL	47	47	0	0
CELL	47	47	0	0
CELL	47	47	0	0
CELL	47	47	0	0
CELL	50	50	0	0
CELL	50	50	0	0
CELL	50	50	0	0
CELL	52	52	0	0
CELL (HC)	62	62	0	0
CELL	79	79	0	0
TOTAL	812	812	0	0

4. COMMUNITY CUSTODY				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
VISITATION	151	151	0	0
SEARCH	64	64	0	0
OFFICE	191	191	0	0
OFFICE	113	113	0	0
VEST.	158	158	0	0
STAFF TLT.	44	44	0	0
CELL	50	50	0	0
TOTAL	770	770	0	0

5. EDUCATION - INMATE AREA				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
LAW LIBRARY	155	0	0	0
LIBRARY	358	0	858	0
EDUCATION	263	0	521	0
EDUCATION	780	0	1,800	0
EDUCATION/PROGRAMS	933	933	0	0
CLASSROOM	701	701	0	0
CLASSROOM	669	669	0	0
CLASSROOM	664	664	0	0
INMATE MEDIA CENTER	248	0	501	0
EDUCATION	0	0	498	0
CLASSROOM	*338	338	0	0
TOTAL	4,770	3,305	4,178	0

*WAS PREVIOUSLY A DIFFERENT DEPARTMENT, ONLY PROGRAM CHANGED

6. EMPLOYEE AREAS				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
TOILET	27	27	0	0
TOILET	45	45	0	0
LOCKER ROOMS	928	0	658	0
EMERGENCY RESPONSE	226	0	290	0
OFFICE	170	170	0	0
ARMORY	157	0	250	0
EMPLOYEE AREA	858	0	0	0
STAFF TLT.	29	29	0	0
TRAINING ROOM	778	0	892	0
MUSTER ROOM	1,097	0	600	0
TLT.	22	22	0	0
STAFF TLT.	32	32	0	0
TOILET	39	39	0	0
MEDICAL EQUIP.	175	175	0	0
EMPLOYEE TLT.	35	35	0	0
STAFF TOILET	27	27	0	0
STAFF TLT.	30	30	0	0
STAFF TLT.	60	0	69	0
TOILET	30	30	0	0
STAFF BREAKROOM	749	0	746	0
CLASSROOM	0	0	412	0
CLASSROOM	*366	366	0	0
CLASSROOM	*345	345	0	0
OFFICE	*118	118	0	0
OFFICE	0	0	145	0
OFFICE	0	0	139	0
OFFICE	0	0	182	0
TLT.	0	0	64	0
TLT.	0	0	62	0
EMPLOYEE MEDIA CENTER	0	0	286	0
CLASSROOM	0	0	432	0
CLASSROOM	0	0	466	0
TOTAL	5,514	1,490	5,694	0

*WAS PREVIOUSLY A DIFFERENT DEPARTMENT, ONLY PROGRAM CHANGED

7. FACILITY ADMINISTRATION				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
CLASSROOM	338	0	0	MOVED*
OFFICE	109	0	0	MOVED*
OFFICE	186	0	0	163
SEC'Y	106	0	0	121
OFFICE	127	0	0	121
OFFICE	237	0	0	121
OFFICE	194	0	0	121
CONFERENCE ROOM	284	0	0	327
OFFICE	111	0	0	120
TLT.	30	0	0	79
SECRETARY	212	0	0	122
OFFICE	206	0	0	132
SHIFT SERGEANT	226	0	0	121
OFFICE	178	0	0	121
OFFICE	184	0	0	136
SUPERVISOR	146	0	0	205
CLASSIFICATION OFFICE	94	0	0	124
CLASSIFICATION OFFICE	106	0	0	122
ORIENTATION	202	0	0	318
FILES	63	0	0	121
TOILET	35	0	0	130
OFFICE	124	124	0	0
CLASSROOM	366	0	0	MOVED*
OFFICE	107	0	0	MOVED*
TELEPHONE	110	110	0	0
SEC	116	116	0	0
ADMIN	95	95	0	0
FINANCE	755	0	0	1,413
OFFICE	118	0	0	MOVED*
CLASSROOM	345	0	0	MOVED*
TLT.	43	0	0	79
TLT.	41	0	0	76
STORAGE	27	0	0	63
TLT.	42	0	0	76
ADMIN.	144	0	0	251
CONFERENCE ROOM EXTRA	0	0	0	272
BOARD ROOM	0	0	0	772
TOTAL	5,806	445	0	5,826

* THIS ROOM WAS ORIGINALLY PROGRAMMED AS FACILITY ADMINISTRATION, BUT WAS REPROGRAMMED AS INMATE EDUCATION OR EMPLOYEE AREAS AS A PART OF THIS PROJECT.

8. FOOD SERVICES				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
FOOD SERVICES BATHROOM	103	103	0	0
MANAGER'S OFFICE	86	86	0	0
WARE WASHING	654	654	0	0
KITCHEN	1,122	1,122	0	0
WALK-IN COOLER	101	101	0	0
WALK-IN FREEZER	60	60	0	0
WALK-IN COOLER	147	147	0	0
EXISTING WALK-IN FRIDGE	51	51	0	0
EXISTING WALK-IN FRIDGE	61	61	0	0
FOOD SERVICE LAUNDRY	68	68	0	0
RECEIVING	151	151	0	0
OFFICE	90	90	0	0
CHEM. STOR.	27	27	0	0
BULK STORAGE	544	544	0	0
TLT.	28	28	0	0
PAPER PRODUCT STORAGE	114	114	0	0
STORAGE	25	25	0	0
OFFICE	76	76	0	0
TOTAL	3,509	3,509	0	0

9. HOUSING CELLS AND DORMS					
Name	Department	EXISTING AREA	ETR	RENOVATION	NEW AREA
CELL BLOCK TOWER LEVEL 1	HOUSING CELLS	3,141	3,141	0	0
CELL BLOCK TOWER 2	HOUSING CELLS	1,849	1,849	0	0
CELL BLOCK TOWER 3	HOUSING CELLS	3,134	3,134	0	0
DORM BLOCK 800	HOUSING DORMS	1,047	1,047	0	0
CELL BLOCK 700	HOUSING CELLS	2,156	2,156	0	0
CELL BLOCK 700 UPPER	HOUSING CELLS	1,748	1,748	0	0
DORM BLOCK GK	HOUSING DORMS	1,320	1,320	0	0
DORM BLOCK GL	HOUSING DORMS	1,304	1,304	0	0
CELL BLOCK GS	MENTAL HEALTH HOLDING	389	0	0	2,016
CELL BLOCK WRC-1	HOUSING CELLS	499	499	0	0
CELL BLOCK WRC-3	HOUSING CELLS	512	512	0	0
DORM BLOCK WRC-2	HOUSING DORMS	476	476	0	0
DORM BLOCK WRC-4	HOUSING DORMS	485	485	0	0
CELL BLOCK TOWER 4	HOUSING CELLS	1,964	1,964	0	0
CELL BLOCK FJ	HOUSING CELLS	513	513	0	0
CELL BLOCK FK	HOUSING CELLS	508	508	0	0
CELL BLOCK FI	HOUSING CELLS	487	487	0	0
CELL BLOCK FR	HOUSING CELLS	491	491	0	0
CELL BLOCK FS	HOUSING CELLS	586	0	0	0
CELL BLOCK FB	HOUSING CELLS	514	514	0	0
CELL BLOCK FC	HOUSING CELLS	512	512	0	0
DORM BLOCK FA	HOUSING DORMS	492	492	0	0
DORM BLOCK FD	HOUSING DORMS	485	485	0	0
CELL BLOCK JB - DEMO	HOUSING CELLS	653	0	0	0
CELL BLOCK JC - DEMO	HOUSING CELLS	651	0	0	0
CELL BLOCK JA - DEMO	HOUSING CELLS	649	0	0	0
DORM BLOCK JD - DEMO	HOUSING DORMS	576	0	0	0
DORM BLOCK WA - DEMO	HOUSING DORMS	514	0	0	0
DORM BLOCK WB - DEMO	HOUSING DORMS	514	0	0	0
CELL BLOCK WC - DEMO	HOUSING CELLS	512	0	0	0
CELL BLOCK WD - DEMO	HOUSING CELLS	512	0	0	0
MINIMUM SECURITY DORM	HOUSING CELLS	0	0	0	2,016
MEDIUM SECURITY CELLED	HOUSING CELLS	0	0	0	2,362
MEDIUM SECURITY CELLED	HOUSING CELLS	0	0	0	2,464
MINIMUM SECURITY DORM	HOUSING DORMS	0	0	0	2,085
MINIMUM SECURITY DORM (MEZZ)	HOUSING DORMS	0	0	0	1,573
MEDIUM SECURITY CELLED (MEZZ)	HOUSING CELLS	0	0	0	1,989
MEDIUM SECURITY CELLED (MEZZ)	HOUSING CELLS	0	0	0	1,858
CELL BLOCK TOWER 4	HOUSING CELLS	1,964	1,964	0	0
CELL BLOCK TOWER 5	HOUSING CELLS	3,130	3,130	0	0
CELL BLOCK TOWER 6	HOUSING CELLS	2,042	2,042	0	0
TOTAL		36,331	30,775	0	16,364

10. OUTDOOR AND INDOOR RECREATION				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
EXERCISE FOR EXISTING FACILITY (Indoor)	1,900	1,900	0	0
MULTI-PURPOSE EXERCISE	2,090	0	0	1,985
EXERCISE (Indoor)	804	804	0	0
EXERCISE (Indoor)	804	804	0	0
OUTDOOR RECREATION	563	0	0	558
OUTDOOR RECREATION	563	0	0	0
EXERCISE YARD (Outdoor)	283	283	0	0
EXERCISE (Indoor)	822	822	0	0
OUTDOOR EXERCISE YARD	1,745	1,745	0	0
TOTAL	9,574	6,357	0	2,543

11. INMATE RECORDS				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
RECORDS OFFICE	105	105	0	0
RECORDS OFFICE	621	621	0	0
STORAGE	83	83	0	0
TOTAL	809	809	0	0

12. INTAKE				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
MALE DRESS OUT	74	74	0	0
FEMALE DRESS OUT	70	70	0	0
TRANSPORTATION OFFICE	150	150	0	0
CLOSET	17	17	0	0
STAFF TLT.	28	28	0	0
STAFF TLT.	29	29	0	0
SHOWERS	66	66	0	0
STRIP AND SEARCH	102	102	0	0
INTERVIEW ROOM	46	46	0	0
INTERVIEW ROOM	54	54	0	0
POLICE HEARING	59	59	0	0
REPORT ROOM	116	116	0	0
HOLDING	39	39	0	0
BREATHALIZER ROOM	30	30	0	0
CENTRAL BOOKING	2,024	2,024	0	0
TOTAL	2,903	2,903	0	0

13. LAUNDRY				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
LAUNDRY	1,374	1,374	0	0
LAUNDRY	82	82	0	0
TOTAL	1,456	1,456	0	0

14. MAGISTRATE				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
INTERVIEW	66	66	0	0
MAGISTRATE	84	84	0	0
TOILET	36	36	0	0
CHIEF MAGISTRATE	181	181	0	0
MAGISTRATE	64	64	0	0
BREAK	81	81	0	0
INTERVIEW	46	46	0	0
TOTAL	559	559	0	0

15. MAINTENANCE				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
JANITOR	67	67	0	0
STORAGE	71	71	0	0
ELEV. EQUIPMENT	60	60	0	0
JANITOR	17	17	0	0
SUPPLY/STORAGE	91	91	0	0
JANITOR	22	22	0	0
SUPPLY STORAGE	56	56	0	0
ELEVATOR EQUIPMENT	59	59	0	0
JAN	40	40	0	0
JAN.	39	39	0	0
SUPPLY STORAGE	102	102	0	0
SUPPLY STORAGE	60	60	0	0
J.C.	28	28	0	0
STORAGE	125	125	0	0
ELEV EQUIP	80	80	0	0
STORAGE	125	125	0	0
J.C.	27	27	0	0
STORAGE	37	37	0	0
JAN.	15	15	0	0
J.C.	30	30	0	0
STORAGE	63	63	0	0
EQUIPMENT ROOM	84	84	0	0
J.C.	58	0	60	0
MAINTENANCE	31	0	30	0
JANITOR	14	0	20	0
JANITOR	13	0	20	0
J.C.	29	0	50	0
MAINTENANCE	137	137	0	0
TOTAL	1,580	1,435	180	0

16. MEDICAL HOLDING				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
CELL	95	95	0	0
CELL	95	95	0	0
CELL	95	95	0	0
CELL	95	95	0	0
CELL	95	95	0	0
CELL	103	103	0	0
ISO CELL	200	200	0	0
ISO CELL	236	236	0	0
ISO CELL	240	240	0	0
TOTAL	1,252	1,252	0	0

17. MEDICAL SERVICES				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
MEDICAL	89	89	0	0
TRIAGE	94	94	0	0
TRIAGE	94	94	0	0
MEDICAL	130	130	0	0
DENTAL SUITE	216	216	0	0
SOILED STORAGE	44	44	0	0
CLEAN STORAGE	49	49	0	0
OBSERVATION ROOM	72	0	0	0
SHOWER	44	44	0	0
STERILE STORAGE	143	143	0	0
LAB	150	150	0	0
PHARMACY	200	200	0	0
EXAM	93	93	0	0
WAITING	86	86	0	0
RECORDS	163	163	0	0
PHYSICIAN/DENTIST	117	117	0	0
PSYCHIATRIST OFFICE	152	152	0	0
HSA OFFICE	172	172	0	0
NURSE OFFICE	147	147	0	0
TOILET	24	24	0	0
TRIAGE	94	94	0	0
NURSE STATION	570	570	0	0
TOTAL	2,942	2,871	0	0

18. MENTAL HEALTH				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
MENTAL HEALTH SERVICES	172	0	0	443
CONFERENCE	172	172	0	0
TOTAL	344	172	0	443

19. SEGREGATION				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
TOTAL	108	108	1,252	0

20. Property				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
TOTAL	1,169	0	0	0

21. PUBLIC LOBBY				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
MEN'S	48	0	90	0
WOMEN'S	40	0	90	0
PUBLIC WAITING	149	0	0	0
PASSAGE	60	0	0	0
ENTRY FOYER	454	0	955	0
VEST.	62	62	0	0
PUBLIC LOBBY	302	302	0	0
TOILET	40	40	0	0
MEN'S TOILET	46	46	0	0
WOMEN TOILET	46	46	0	0
LOBBY	726	0	0	0
VESTIBULE	86	86	0	0
TOTAL	2,057	581	1,135	0

22. SECURITY				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
COMM	47	47	0	0
CENTRAL CONTROL	281	0	300	0
NCIC	23	23	0	0
COMM.	42	42	0	0
COM.	29	29	0	0
TOTAL	422	140	300	0

23. VEHICLE SALLYPORT				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
PROPERTY STORAGE	38	38	0	0
EYEWASH TOILET	92	92	0	0
VEHICLE SALLY PORT	1,383	1,383	0	0
TOTAL	1,512	1,512	0	0

24. VIDEO COURT				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
TOTAL	547	260	60	0

25. VISITATION				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
NON-CONT. VISIT	81	0	0	0
NON-CONT. VISIT	92	0	0	0
VISITATION	100	0	0	0
VISITATION	99	0	0	0
ATTORNEY INTERVIEW	58	0	0	0
ATTORNEY/PROFESSIONAL VISIT	148	0	0	0
PROFESSIONAL VISIT	64	64	0	0
NEW VISITATION AREA	0	0	0	1,186
TOTAL	642	64	0	1,186

26. WAREHOUSE & COMMISARY				
Name	EXISTING AREA	ETR	RENOVATION	NEW AREA
COMMISSARY	344	344	0	0
TOTAL	344	344	0	0

B. SPECIAL DESIGN CONSIDERATIONS

The program has been compiled to conform to applicable provisions of the Commonwealth of Virginia Board of Corrections Standards for Planning, Design, Construction, and Reimbursement of Local Correctional Facilities, dated March 8, 2018.

Consideration was given to the requirements of the 2018 Virginia Uniform Statewide Building Code, the current building code used in the State of Virginia.

Reviewers of this Planning Program should note that certain program components and specific spaces are listed but are indicated as N/A or are shown with no square footage indicated. These components and spaces are existing to remain. The Facility Planning Program follows.

**PLANNING STUDY
For the
EXPANSION & RENOVATION OF THE
ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

SECTION IV

Site Characteristics

- A. SITE SIZE AND LOCATION**
- B. EXISTING FEATURES AND USES**
- C. AVAILABILITY OF UTILITIES**
- D. GEOTECHNICAL REPORT**
- E. SITE FEATURES IMPACTING DESIGN OR COST**
- F. EARTHWORK**
- G. SITE SECURITY**

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IV. SITE CHARACTERISTICS

JAIL FACILITY

A. SITE SIZE AND LOCATION

The expansion renovation of the Albemarle-Charlottesville Regional Jail CBCP is located at the intersection of Peregory Lane and Avon St. Extension/State Route No. 742 in Albemarle County, south of Charlottesville, Virginia.

The site is located just south of the city limits of Charlottesville and comprises is located on one 8.25 acre parcel. The parcel is bounded by Interstate 64 to the north, the Blueridge Juvenile Detention Center and National Guard Recruiting Center to the south, and forested area to the east and west.

The expansion of the Albemarle-Charlottesville Regional Jail CBCP schematic layout is illustrated in the attached exhibits.

B. EXISTING FEATURES AND USES

ZONING / SETBACKS

This site is zoned R1 Residential. The following are the requirements for sites zoned R1:

REQUIREMENTS	STANDARD LEVEL		BONUS LEVEL	
	CONVENTIONAL DEVELOPMENT	CLUSTER DEVELOPMENT	CONVENTIONAL DEVELOPMENT	CLUSTER DEVELOPMENT
Gross density	0.97 du/acre	0.97 du/acre	1.45 du/acre	1.45 du/acre
Minimum Lot Size	45,000 sq ft	30,000 sq ft	30,000 sq ft	20,000 sq ft
Minimum frontage:				
public, private	120 feet	100 feet	100 feet	80 feet
The minimum and maximum yards, including those for garages, and minimum building separation, shall be as provided in section 4.19 .				
Maximum structure height	35 feet	35 feet	35 feet	35 feet

The following building setbacks were taken from the drawing titled “Alterations and Additions Plan” of 1997 which are:

- Front = 25’
- Side = 15’
- Back = 20’

We recommend:

- Confirming with Albemarle County Planning the required setbacks development restrictions for this site.
- Obtaining a copy of the recorded plat for this property at the county courthouse.

PARKING

There is no clear use for a government or regional facility building within the Albemarle County zoning ordinance and therefore no apparent prescribed parking requirements. For the expansion of this site, the parking lot will be configured to accommodate extra spaces and to facilitate efficient traffic flow.

There are currently 165 existing parking spots on the site. For now, the parking lot to the west will not be analyzed, so only 109 of the existing parking spaces will be included in this study. The required parking for this facility is for 75 parking spaces for staff, 18 parking spaces for shift changes, and a maximum of 50 spaces for visitors, totaling 143 required spaces. The proposed number of parking spots shown on the site plan included with this narrative is 126, which does not meet the parking requirement described above. We recommend discussing the need of providing 50 visitor spaces with the owner. Alternately, the parking lot located west of the jail or the one adjacent to the Juvenile detention center may be able to be used.

We recommend the owner provide the engineer copies of the site plans of the various buildings expansion projects in order to review historical information for parking requirements. The requirements shown on those plans could be used to determine the required parking for this project. In lieu of this, Albemarle County zoning official may need to be consulted for a determination.

TRANSPORTATION

We do not anticipate any offsite transportation improvements being required for this project because the number of staff and inmate population is not changing. We recommend confirming this assumption with Albemarle County Transportation and VDOT.

GEOLOGY, SOILS, AND TOPOGRAPHY

The soil on site consists mostly of udorthents with slopes ranging from 2 to 25 percent according to USDA Soil Survey data. The elevation on sites range from a high of 530' on the east side along State Route No. 742 to a low of 430' on the west side of the parcel. The site consists of the existing jail facility. The jail was constructed on a hill top with runoff directed away from the building primarily to the west. It appears that the site area drains to an existing channel located outside of the property limits to the north and to the existing stormwater ponds, one to the far west of the site and one just south of the site.

STEEP SLOPES

As part of the Chapter 18, Zoning Ordinance, Section 4.7.3 "Open Space, Design Requirements" the Commission may require inclusion of open space of:

“Areas deemed inappropriate for or prohibited to development such as but not limited to: land in slopes of 25% or greater; major public utility easements, stormwater detention and flood control devices; and lands having permanent or seasonally high water tables.”

The man-made sloping fill areas on the site have slopes ranging from approximately 1.25:1 to 1.7:1. These slopes exceed the 25% limitation specified in the ordinance. The 25% limit equates to a 4:1 slope.

The slopes on the west side of the site between the fire department burn building and the western parking lot exceed the 25% limitation which may prohibit the expansion of the lot to the west.

WATER RESOURCES

County GIS does not indicate any floodplains on site.

Because the proposed building expansion and parking lot addition will be located within a previously developed portion of the site, it is anticipated that there will be no environmental impacts associated with this project.

STORMWATER

An existing stormwater management facility is located in the far west corner of the parcel on the far side of the fire department burn building. There is also an existing stormwater facility located adjacent to the juvenile detention center. The land disturbance and impervious area created by this project will be taken into account in order to determine the adequacy of the existing stormwater management facilities. For planning purposes, we recommend including cost for stormwater management modifications, however the amount will ultimately depend on the improvements selected for this project.

The existing parking lot located on the site of the building expansion appears to drain across the property line toward the basin located below the Juvenile Center; therefore, this may be the preferred facility to expand.

Stormwater from the lot south of the building is either directed to a grass channel running along the southern property line which then flows south into the existing stormwater facility, or is directed to a concrete channel that flows north until it is discharges into a grass channel flowing west just north of the property line.

A portion of the storm sewer system may need to be removed and rerouted to the north and south accordingly as it is currently routed through the proposed expansion area.

We recommend the owner provide plans and calculations from previous building expansion projects to the engineer to facilitate the detailed future investigation.

C. AVAILABILITY OF UTILITIES

WATER

It is anticipated that existing infrastructure is adequate for this project because the staff and inmate population is not changing. We recommend the owner research and provide the engineers utility plans for this site to evaluate the impacts to water lines by this project.

WASTEWATER

It is anticipated that existing infrastructure is adequate for this project because the staff and inmate population is not changing. We recommend the owner research and provide the engineers utility plans for this site to evaluate the impacts to sanitary sewer lines by this project.

COMMUNICATION

We understand the communication for the building addition will be served from the existing building's communication system.

ELECTRIC POWER

We understand the electric for the building addition will be served from the existing building's electrical system.

NATURAL GAS

There is a natural gas line running along Avon St. Extension/State Route No. 742 and Peregory Lane. We understand if natural gas will be used for the building addition, it will be served from the existing building.

D. GEOTECHNICAL REPORT

We recommend the owner research previous geotechnical reports for the various building addition and parking lot improvements that have occurred in the past. We anticipate further geotechnical analysis be completed for this project.

E. EARTHWORK

The existing Albemarle Regional Jail site will need minor grading for the building and parking lot addition. Based on the topography of the site, we anticipate that minimal earthwork will be required. Disposal of material should be included in the project budget.

F. SITE SECURITY

There is an existing security fence that runs along the north property line and wraps around the east side of the building along Avon St Extension/State Route No. 742. It is assumed that no changes to perimeter security are necessary however the limits of the fence will be reviewed for impact by the one-way driveway connecting the parking areas.

**PLANNING STUDY
For the
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ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

SECTION V

Existing Building Assessment

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V. EXISTING BUILDING ASSESSMENT

A. OVERVIEW EXISTING BUILDING ASSESSMENT

The Albemarle-Charlottesville Regional Jail (ACRJ) opened in 1975 with a rated capacity of 209. In 2000, the facility expanded to increase to a rated capacity of 329.

An existing conditions assessment was conducted by Moseley Architects on Friday, November 19, 2021. The focus was to assess existing building deficiencies, such as excess wear and tear and failing systems due to the heavier than designed use and functions that are inadequate to manage the ongoing inmate population, which is higher than originally designed for. Currently many areas of the jail are being used differently than intended due to the number of inmates and the breakdown of their classifications and specific needs or requirements. The following items were noted from the existing conditions assessment.

B. ARCHITECTURAL ASSESSMENT

Portions of 1975 Jail are still using the same original bar grate and bar grate slider doors. Regional Jail desires they be replaced with solid partitions and solid doors with glass clad polycarbonate.

1975 Jail is served by the original mechanical and electrical systems. The HVAC system no longer effectively heats, cools, or controls humidity of the Regional Jail.

Exterior windows are original louver style with bars.

There is no programming space. Programming space is desired to be in or near each housing unit.

Toilets and showers require replacement with more efficient, better quality fixtures.

A new secure vestibule is desired at the main entrance.

ADA compliance is not currently met in most of the spaces in the original 1975 jail.

Exterior entries at east on ground level and from south on first floor (main entry) are the only accessible entries.

The intake area is newer but can still be improved.

Dividers between officers at the desk can be improved to give better privacy for confidential conversations with inmates.

Access to toilets is through cells.

Storage space for towels, inmate clothing, and toiletries is lacking.

Shower design creates blind spots and unsafe conditions for inmates and officers.

Records room is insufficient in size for the number of staff. This issue was amplified during COVID-19 when the entire records staff contracted the virus. The facility currently does not have adequate housing for varying classifications. The entire facility is currently considered “Maximum” security, except for the dorms.

IT/AV space throughout the building is insufficient. Dedicated data closets are desired.

Staff believe there is wasted square footage in the east wing that can be more effectively utilized with renovation.

Segregation units FS and GS need renovation. Desire renovation to create purpose-built segregation housing.

Need Mental Health dedicated housing.

Housing unit renovation shall consist of HVAC upgrades, plumbing upgrades, lighting upgrades, security cameras and access control upgrades, and replacement of bunks and tables.

Staff locker rooms are rarely used.

Drains in showers in the women’s staff locker room are completely blocked and have not been used in years.

There is no central inmate dining facility. Inmates eat in dayrooms.

Dayroom dining facilities are not sized sufficiently to allow all inmates in the pod to eat simultaneously.

Cells are typically double bunked.

Dorm WA is roughly 500 SF (square feet) and contains 14 beds, which does not meet the current Virginia Board of Corrections jail standards (ACA Standards).

This is typical for the dayrooms and dorms throughout the facility.

Toilet counts in the existing dayrooms and dorms are inconsistent. Some pods contain one toilet per cell, while some dorms contain one toilet for 14 inmates to share.

PREA compliance may not be possible with this facility as built or with renovation, but all renovations are desired to be designed in the spirit of the standard.

Showers in dorms and pods are constructed in a manner which creates blind spots and unsafe conditions for both inmates and officers.

The pod layouts of the original 1975 jail require two officers to make rounds as officers must enter the inmate area to complete rounds. This practice is inefficient and places the officers in potentially compromised safety situations.

The existing HVAC systems in the 1975 jail are at the end of their lifespans. Hot and cold temperature swings occur frequently within dorms. Several mini-split units were installed in an attempt to remedy the temperature issues.

The BAS system has not been properly maintained since its original installation.

Fresh air and air movement is lacking in the existing facility.

Air handlers pull in 100% outside air. A dedicated outside air unit (DOAU) is desired for pre-conditioning the outside air in order to keep up with temperature demand.

Bipolar ionization or ultraviolet filtering is desired to improve indoor air quality.

Energy efficiency is lacking in the building.

A new roof with additional insulation is desired. Either a green roof or solar panels are favorable.

New windows are desired.

Many inmate toilets are accessed from inside the cells or dayroom. If one malfunctions, technicians need to enter the inmate area. Access from the back of the toilet within a chase is desired.

Drainage in cells and dayrooms is insufficient. Showers do not have drains.

They flow through access holes in the surrounding partitions to a drain within the dayrooms.

C. DETENTION AND PHYSICAL SECURITY ASSESSMENT

The original building dates from 1975. This portion of the Jail is characterized by old-style linear housing with both single cells and dormitory spaces, typical of the era in which it was built. The toilet and shower areas are deteriorating and need to be renovated. This portion of the building is used primarily for work release inmates.

The cell blocks have bar grille partitions at guard walks and cell fronts. Cell sliders and dayroom entrance sliders are operated from electro-mechanical control cabinets in the corridor (the sliding door system was manufactured by Roanoke Iron & Steel, which has been out of business for many years). Doors to cellblocks and dayrooms are steel plate doors with manual locks (no electrified locks). Electro-mechanical control cabinets for cell and dayroom sliders have been retrofitted to be unlocked remotely from a secure control station.

Cells are fitted with wall-mounted bunks, a mirror, a clothes hook/shelf, and institutional stainless-steel lavatory and water closet. Dorms are fitted similarly, but with floor-mounted bunks. Sprinkler piping, conduit, and other utilities are exposed in the corridors.

Deficiencies noted:

1. Cell size (35 SF +) and dayroom space available is inadequate and does not meet current Virginia Department of Corrections (VDOC) Standards for jails.
2. Cell width of 5'-0" does not meet current building code requirements for habitable spaces.
3. No sallyport provided between dayroom and corridor (required by VDOC for medium and maximum-security housing).
4. Manual locks on dayroom egress doors cannot be unlocked remotely from a secure control station.
5. Outdated door locking system for cell doors/dayroom entrance sliders.

6. Current code requires smoke separation between cells and dayroom (solid wall and door in lieu of open bar grille).
7. Only one means of egress provided from each dayroom space. Current building code requires two exits in Group I-3 where the maximum number of occupants exceeds ten; there are multiple spaces with only one exit where the number of occupants exceeds ten.
8. Renovating this portion of the building to meet current VDOC Standards and building code requirements would require a significant amount of design and construction effort, would be prohibitively expensive and would likely result in a decrease in the Jail's rated capacity.

The 1988 Addition provided indoor and outdoor exercise space and support spaces. As reported by staff, the Gym space is not used very much and perhaps could be re-purposed for other uses.

The 2000 Addition was constructed as a major expansion, with modern features and more modern housing unit design. Doors are standard detention hollow metal doors and frames with electric locks (combination of 8" jamb-mounted locks with mogul key cylinders & 2" jamb-mounted locks w/ builders' cylinders); doors in this area are operated and monitored from the main touchscreen control panel.

Given the date of construction, the 2000 Addition is assumed to have been constructed to comply with the physical security requirements contained in the 1994 VDOC jail standards. Further, more detailed investigation, which is beyond the scope of this study, would be necessary to determine this. The housing units appear to be adequately separated into smoke compartments as required by code.

Deficiencies noted:

Public visitor traffic to non-contact visiting shares the same corridors as inmates travelling to and from recreation.

Surface-mounted door closers on some circulation doors are subject to vandalism.

As a whole, the building appears to be in fair condition, with some portions in poor condition. Replacement parts for the oldest equipment are no longer available, since the equipment and parts are no longer manufactured. There are beginning to be concerns about being able to find replacement parts for some of the later equipment. Maintenance of older equipment will continue to be an issue for the facility until that equipment is replaced with new equipment.

SECURITY ELECTRONICS ASSESSMENT

Currently, the 2000 Addition is the only portion of the jail with modern security control systems throughout. This system was upgraded and expanded in 2012 to serve more parts of the building. Various system components have been replaced since that time, but the entire building has not undergone a total system upgrade. A brief overview of the existing security control system follows.

Central Control:

One existing operator station with touchscreen, five large video monitors set up with multiple camera views, and one spot monitor for intercom call-ups.

Touchscreen has control of 2000 Addition areas and main circulation doors.

Key storage is peg board-type, no key cabinet.

Main Security Electronics Room (located on second floor of the 2000 Addition):
Head end equipment racks/cabinets for intercom/paging system, video surveillance/video recording and PLC/door locking system.

Room is of adequate size and height for expansion of the security control system but could benefit from some re-arrangement for future installation access and maintenance, and to improve ventilation into racks. The security control system is protected by an uninterruptible power supply (UPS) system located in the room.

The Satellite Security Electronics Room (“Communications Room”) on Level 4 of the 2000 Addition has head end equipment cabinets for PLCs, intercom/paging, door locking, and access control. There is some space free in the cabinets for additional door locking relays if needed in the future.

Door Locking: The existing systems in the 2000 Addition are PLC-controlled, allowing doors to be operated locally and remotely by Central Control.

Audio/Intercom/Paging: The primary intercom system is a Commend intercom system with GE 800 IP digital intercom server. This is supplemented by an older Aiphone intercom system in some areas. The existing paging system is made by Dukane; overhead speakers are located throughout the facility.

Video Surveillance: The existing system consists of a mixture of analog and IP cameras (original cameras in the 2000 Addition are PELCO; newer cameras are primarily Vicon). Many of the older cameras are no longer in service and have been abandoned in place.

There are PREA concerns about blind spots in various places. More cameras are needed in Kitchen area hallways and storerooms.

Video Recording is accomplished by Vicon network video recorders (NVRs). All cameras are recorded 24/7, with approximately 30 days of storage on the older equipment, and approximately 60 days on the newer equipment. The recommended next step for the facility would be to upgrade all older network recorders to a server-based network video recording (NVR) system. This would be a logical step in the process of the jail expansion.

Access Control: The 2000 Addition has a proximity card access control system, but no system is present in other parts of the building.

Man-down system: As reported, the facility has a man-down system, but the system has never been used.

Utility control: Lights & water are controlled to varying degrees in the areas reviewed as part of this study.

Elevator control: Some have secure control from Central Control and others have semi-secure operation by staff at the elevator.

Deficiencies noted:

1. As noted in the Detention section, due to the older systems installed in the original 1975 building, these areas are not adequately controlled and monitored by Central Control. This leaves those areas without the capability for remote door unlocking and monitoring, and limited control of movement in those areas from Central Control. There is also no takeover capability from Central Control in the event of an emergency.
2. We recommend increasing the camera coverage in various areas to provide good overall general coverage, monitor movement, and eliminate blind spots. To help manage the increased video stream, we recommend upgrading the current network video recording system.
3. To expand the existing security control system into the older portions of the building and upgrade the existing door locking systems in those areas would require running significant amounts of conduit and wire. The space available in these areas ranges from limited to very limited (existing plaster ceilings also limit access in some areas). Upgrading these areas would require a significant amount of design and construction effort, and would be costly.
4. Lack of a security electronics room in the original 1975 portion of the building. We recommend providing a satellite room in order to cut down on the amount of conduit required and to shorten cable and wiring runs. It appears space could be made available for this purpose.

D. STRUCTURAL ASSESSMENT

The existing Albemarle-Charlottesville Regional Jail consists of a mix of single-story & multi story buildings and housing units. The majority of the existing building was completed in 1975, with additions in 1988 and 2000. Existing drawings from these dates were used to verify the existing structural systems.

The existing jail is primarily constructed on shallow foundations supporting concrete columns, concrete bearing walls, and CMU bearing walls. Portions of the 2000 addition also include drilled piers and concrete grade beam foundations.

Roof framing systems consist of a variety of different systems including concrete flat slabs, concrete beams, concrete double tees, precast hollow core slabs with 2" topping, and localized areas of steel bar joists with steel roof deck.

The existing structural systems of the jail visually appear to be in good condition. No visible signs of damage or deterioration were detected, from the amount of structure that was visually accessible. The presence and conditions of continuous wall footings and isolated column footings could not be verified by the visual inspection. The existing slab on grade thickness and reinforcing could not be verified visually. Overall, from limited visual observation, the structural systems appear to be adequate and in accordance with construction documents.

E. PLUMBING ASSESSMENT

Original Boiler Room

The main mechanical room located on the third floor contains domestic water heaters, storage tanks, circulation pumps, and the domestic water service entrance.

This space houses a 6" domestic water service entrance and a 6" fire protection service entrance that serves the original jail footprint and the medical/intake addition.

A natural gas-fired domestic water heater with a capacity of 720 MBH provides domestic hot water. It dates to the 1998 expansion project, so it is reaching the end of its expected service life and should be replaced.

The large, existing domestic hot water storage tank against the wall of the mechanical room is in poor condition. Jail staff advised that a project to remove and replace the storage tank is already underway, so no further attention is required for the storage tank.

Chiller Room

A bank of three Navien natural gas-fired, tankless water heaters are located in the small mechanical space adjacent to the chiller room. Each water heater has a rated maximum capacity of 199,000 BTUH. The water heaters appear to be only a few years old and in good condition. These heaters are used to provide domestic hot water to the 6-level wing of the jail.

Basement Maintenance Area

A fire pump room is located under the six level wing. An 8" water line enters the fire pump room. The existing fire pump, jockey pump, and controller appear in good condition.

Miscellaneous

During a site visit, staff mentioned that several failures of underground waste piping had been discovered in recent years. Some, located several feet below grade, have required expensive repair projects.

It is recommended to scope the existing below grade and below slab cast iron and PVC waste piping with a camera to ascertain the condition of the existing piping. Scoping should aid in determining holes, flat spots, and other areas of concern in the existing piping system to determine what, if any, repairs or replacement is necessary.

F. FIRE PROTECTION ASSESSMENT

1. The building is fully sprinkled and appears to be in good condition. There are portions of the original detention areas that have had sprinkler heads replaced due to vandalism. The system is exposed to the occupants. Ideally heads and piping would be concealed.

G. MECHANICAL ASSESSMENT

Original Boiler Room

The main mechanical room located on the third floor provides domestic hot water and hydronic hot water for the 1974 building footprint, the 1988 addition and infill areas, and the 1998 medical/intake addition. This space houses domestic water heaters, domestic hot water storage tanks, hydronic hot water pumps, domestic hot water circulation pumps, boilers, and an air compressor used for HVAC controls.

Each of the two gas-fired boilers has a capacity of roughly 3,000 MBH. Boiler #1 is a Burnham boiler built in 2005, so it is nearing the end of its expected service life. Replacement of both boilers is recommended. The hot water pumps appear

in fair condition, but after roughly 20 years of service, they have reached the end of their expected service life and should be replaced.

The existing air compressor is in poor condition and should be replaced. The existing HVAC pneumatic control system uses compressed air. As part of a renovation project, the HVAC controls should be replaced and moved from pneumatic controls to a modern direct digital control (DDC) system. Once new DDC controls are installed, the need for a large air compressor will decline.

Air Handling Units

The air handling units in the original jail footprint are generally in fair to poor condition. Most date to the 1998 renovation project, so they have reached the end of their expected service life. Replacement is recommended.

Most are indoor units with chilled water and hot water coils. Some units are constant-volume, multizone units serving housing units. Some are constant-volume units serving laundry, exercise rooms, kitchen, kitchen hood makeup, and maintenance. The large multipurpose exercise room is served by a roof-mounted air handling unit that provides ventilation and heating via a hot water coil. Units serving the kitchen hood and maintenance also provide heating and ventilation only. Other air handling units are variable-volume units serving terminal units in administrative areas.

Chiller Room

During the 1998 renovation and expansion project, a large mechanical area was located on the fifth floor. The larger space contains two water-cooled York chillers, chilled water pumps, condenser water pumps, and a heat exchanger with an associated glycol pump. The adjoining, smaller space houses domestic water heaters and a natural gas-fired boiler.

The two chillers appear original to the 1998 expansion project and use R-22 refrigerant. R-22 has been found to deplete the ozone layer and has been phased out of commercial use by the federal government. In 2010, no R-22 could be manufactured for new equipment. As of 2020, all production and import of R-22 has been banned – the only available source for existing equipment is recycled or stockpiled sources. As a result, the cost of R-22 has continuously increased over time. Since the chillers have reached the end of their expected service life, replacement is recommended with chillers using a more environmentally-friendly refrigerant.

The two existing cooling towers serving the chillers were not examined, but if they date to the 1998 expansion, they should be replaced along with the chillers. The chilled water and condenser water pumps have also reached the end of their expected service life and should be replaced as well.

Chilled water produced by the chillers is routed to a plate heat exchanger which separates that chilled water loop from a separate chilled water loop with glycol that is circulated throughout the jail. Since much of the chilled water piping is routed along the top of the roof, the freeze protection provided by glycol is required. The heat exchanger and glycol pump date to the 1998 expansion, so they have reached the end of their expected service life and should be replaced.

The single boiler was built in 1995 and provides hot water to air handling units in the western tower. After roughly 27 years of service, it is reaching the end of its expected service life and should be replaced.

HVAC Controls

The existing pneumatic control system is old and out of date. Upgrading to a modern, digital control system is recommended. At the very least, new controls would improve operational efficiency of the controlled equipment compared to the existing pneumatic controls – especially the central plant equipment. Additionally, new digital controls would aid facility staff in managing HVAC systems by allowing monitoring of space temperatures and set points, receiving alarms from malfunctioning equipment, and trending operation of systems over time.

Miscellaneous

With the extent of the HVAC system requiring replacement, it is recommended to replace the existing hydronic piping system as HVAC units are replaced. With large portions of the piping dating to the 1975 original jail, the piping is nearing 50 years of continuous use.

H. ELECTRICAL ASSESSMENT

Electrical Power

The main electrical room houses the electrical service equipment. The electrical service consists of a 480V, 3-Phase, 2000-amp service, service entrance rated equipment, and panels. The main service is fed underground from a pad mounted, 1500 kva power company transformer to the CT cabinet on the exterior of the building. The switchboard is a Cutler Hammer Pow-R-Line style switchboard with a 2000-amp main breaker. There is a 125 HP fire pump ahead of the main service switch, which is also fed from the generator on site. The emergency and optional standby system is fed by a 600-amp breaker from the main switchboard. The equipment is original to the building, but a normal maintenance program has allowed the equipment to age well.

The generator is outside the building in an enclosure. The generator is diesel driven from a belly tank and is 800 kW. There are automatic transfer switches between the generator and normal power feeds. The fire pump has its own transfer switch.

Power to mechanical equipment was fed to Westinghouse motor control centers. This manufacturer is no longer in existence and spare parts are difficult to procure.

Interior Lighting

The existing interior lighting throughout the facility is provided by fluorescent fixtures. The majority of fixtures appear to have T12 and T8 lamps, with the exception of some replacement fixtures that are LED. All the original fixtures are generally in good to fair condition. Some fixtures appear to have lamps that have burned out or ballasts that have reached end of life. Some of the lenses have yellowed over time. Existing emergency lighting consists of lighting fed from the generator for the required emergency light fixtures.

Exterior Lighting

The existing exterior lighting consists of building mounted wall packs, can lights, and pole mounted parking lot lights. The pole mounted lights in the parking area appear to be 30 feet tall utilizing metal halide lamps. The poles appear to be in fair condition. The building mounted wall packs appear to be in good condition. The recessed can lights appear to be original to the building and are in decent condition. The lenses seemed dirty and it was difficult to tell if the debris was on the surface of the lens or within the fixture. The exterior lighting is controlled by a lighting contactor in combination with a time clock and photocell. As exterior wall mounted light fixtures fail, they are currently being replaced with LED wall packs.

Communications, Data and Fire Alarm

The existing internet and phone service from the utility appears to be in good condition. Internet access provided to the existing building is high speed and should not require an upgrade. Wireless internet access is currently provided by way of a wireless access points throughout the facility.

There are numerous places where televisions and other equipment have been provided as technology has evolved. These data pathways are surface mounted conduits to the CMU walls.

There is a lightning protection system provided with the building. The existing system appears to be in good condition and should not require any upgrades

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SECTION VI

Project Description

- A. DESIGN RATIONALE**
- B. GENERAL DESCRIPTION**
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VI. PROJECT DESCRIPTION

A. DESIGN RATIONALE

The proposed expansion and renovation of the Albemarle – Charlottesville Regional Jail seeks predominantly to improve the living and working conditions for the detainees and staff and provide a safer and more secure environment for all building occupants.

The following factors significantly impacted the design of the Jail Expansion and, collectively, dictated significantly to the design rationale. The Commonwealth of Virginia Board of Corrections' *Standards for Planning, Design, Construction, and Reimbursement of Local Correctional Facilities, Effective March 8, 2018* was the dominant influence in the design rationale for security issues and the general incarceration environment.

1. Respond to the comments to the ACRJ Authority Board, staff, and community following the public input meetings that were held to seek guidance and input from the community on the greatest deficiencies of the existing facility.
2. The desire to provide a trauma informed designed facility to reduce recidivism and improve the quality of life for detainees while in the facility while increasing the opportunities to better position the detainees for return to the community.
3. Provide more program and recreation space for detainees.
4. Provide more purpose – built space in accordance with design intent.

B. GENERAL DESCRIPTION OF PROJECT

This project is a proposed expansion and renovation of the ACRJ to reconstruct 65 general population beds in keeping with the Jail Standards and 14 special purpose beds for mental health and other needs in keeping with the Jail Standards. In addition the project will include renovation of significant portions of the existing 1975 Jail to solve circulation security issues and update the space to better meet the occupant need.

The implementation of the project will include the following components.

- | | |
|---|-----------------------|
| ▪ Demolition of existing east wing of 1975 facility | 15,155 SF |
| ▪ Construction of two-story expansion in footprint of east wing | 27,148 SF |
| ▪ Renovation of existing housing units | 20,704 SF |
| ▪ Renovation and reconfiguration of existing administration areas | 14,997 SF |
| ▪ Renovation of corridors and circulation | 5,116 SF |
| ▪ New detainee outdoor recreation area | 3,000 SF |
| ▪ Associated site work | Approximately 3 acres |

C. TYPE OF CONSTRUCTION

The building expansion is a two-story addition with two levels of dormitory space per story. The main structure is CMU bearing walls. The exterior walls will contain 2.5" of continuous medium density spray foam insulation clad with split-faced CMU to match the existing jail. Where perimeter security construction is required, walls shall be constructed of twelve inch concrete masonry units with cores filled with grout and vertical rebar. Exterior doors are detention grade steel doors and frames. The interior partitions are constructed of concrete masonry units. Security walls of reinforced and grouted solid concrete masonry units will extend to the concrete floor/roof deck. Interior doors and windows are constructed of detention grade steel frames and abuse resistant glazing. The design of the addition incorporates all life safety features as required under applicable codes.

There are no known aesthetic design criteria or architectural review board requirements that must be met. The exterior appearance of the jail should be understated, and exterior materials chosen are to be functional and durable. The exterior walls will be either precast concrete wall panels or cavity wall construction, with split-face block veneer. The primary roofing system will be a single-ply membrane system at 1/4" slope per foot.

The interior walls will be of concrete masonry, bearing and non-bearing types, except in administrative areas where gypsum wallboard on metal studs will be used. Security walls, interior and exterior, will contain steel rebars and will be grouted solid per Department of Corrections' standards.

Ceilings will vary from exposed structure to perforated security acoustical steel, drywall, and lay-in acoustical panels. All ceilings in inmate-accessible areas will be primarily detention grade. Floor finishes will include exposed sealed concrete, VCT, carpet, and ceramic tile (in selected toilet areas such as staff lockers, public toilets, etc.). All finishes will be selected for appropriateness for location, accessibility, and maintenance. Interior CMU walls and partitions will be filled and painted, using special coating systems where appropriate.

Doors, frames and windows will be hollow metal, detention and non-detention grades where appropriate. Hardware will be detention grade at secure doors and heavy-duty commercial hardware elsewhere. Security fasteners will be used on hardware where accessible to inmates.

Glazing will be security-type polycarbonate in varying thicknesses where required for security. Fire-rated security glazing will be used where required by code. Tempered glass will be used elsewhere. Glazing will be laminated with tinted mylar film where one-way observation is desirable, and translucent glazing is anticipated for exterior windows located in inmate areas.

An electro-mechanical locking system is proposed, and maximum, medium, and minimum lock types will be used as appropriate.

The security control system will be an integrated system of lock control, video surveillance, intercom, duress, and auxiliary controls. The security control system for the expansion will be interfaced with the existing control system so that existing Master Control has the ability to monitor and control the expansion area, and take over all or portions of the expansion in case of emergency.

Consoles at satellite control rooms will be touchscreen type. The touchscreen system has the advantages of interfacing easily with the operator, good life cycle cost, can operate and control all security systems (video surveillance, communications, door locks, etc.), and can be re-programmed to meet future needs.

All construction involving security and the built environment for detention facilities will be in accordance with the Virginia Board of Corrections *Jail Standards*.

D. GROSS FLOOR AREA

The total gross floor area of the existing jail and proposed addition is approximately 158,446 square feet. The proposed site improvements encompass approximately 3 acres.

E. BUILDING CODE CRITERIA

1. Primary Use Group: I-3, Condition 4, non-separated mixed use.
Secondary Uses: S-2 Storage and B Business.
2. Firewall – 3 hr is located between the existing building and the new addition
3. Occupant Load by Use:

Total occupants for the expansion area as calculated from Table 1004.5 of the 2018 International Building Code = 1278 occupants.

- c. Type of Construction: IIB
- d. Automatic Sprinkler System

F. FINISHES

Preliminary finish selections are as follows:

SPACE	FLOOR	WALL	CEILING
Main Corridor	Sealed Concrete	Painted	Security Metal
Interview/ Classification/ Medical	Sealed Concrete	Painted	Security Metal
Toilets (inmate)	Sealed Concrete	Painted	Security Metal
Toilets (staff)	Ceramic Tile	Ceramic Tile/ Painted	Acoustic ceiling panels (in unsecured areas)
Shower	Stainless Steel	Stainless Steel	Stainless Steel
Laundry	Sealed Concrete	Painted	Painted
Clothing Storage	Sealed Concrete	Painted	Security Metal
Transfer Office	Sealed Concrete	Painted	Security Metal
Sally Port	Sealed Concrete	Painted	Security Metal
Mech/Elec/Storage	Exposed	Painted	Exposed

Security Metal = Suspended perforated steel with acoustical batts or perforated steel planks for higher security areas

G. PROVISIONS FOR FUTURE EXPANSION

There are no plans for future expansion to include additional square footage as part of this study.

H. STRUCTURAL DESCRIPTION

1. Codes and Standards:

Virginia Uniform Statewide Building Code (VUSBC), 2018 Edition

Minimum Design Loads for Buildings and Other Structures/ASCE 7-16

American Concrete Institute (ACI) - Building Code Requirements for Structural Concrete and Commentary/318-14

American Concrete Institute (ACI) - Building Code Requirements and Specifications for Masonry Structures/530-13/530.1-13

American Institute of Steel Construction (AISC) – ASD Manual of Steel Construction/15th Edition

2. Design Loads:

Design live loads shall be in accordance with the VUSBC, 2018 Edition, (IBC 2018), Risk Category III.

Dead Load: Actual calculated weight of permanent construction.

Minimum Floor Live Loads:

Offices / Admin	50 PSF (pounds per square foot)
Stairs	100 PSF
Lobbies and Corridors	100 PSF
Mezzanines (Dorms)	100 PSF
Storage / Electrical Rooms	125 PSF
Mechanical Rooms	150 PSF

Roof Load: 20 PSF or Snow Load, whichever is greater

Snow Loads: Ground Snow Load, $P_g = 30$ PSF
Flat Roof Snow Load, $P_f = 23.1$ PSF
Sloped Roof Snow Load, $P_s = 23.1$ PSF
Snow Importance Factor, $I_s = 1.10$
Exposure Factor, $C_e = 1.0$
Thermal Factor, $C_t = 1.0$

Wind Loads: Basic Wind Speed (3 second gust), $V = 117$ MPH
Exposure = Exposure Category B
Internal Pressure Coefficient, $GC_{pi} = +0.18, -0.18$

Seismic Loads: Site Class = D (assumed pending geotechnical report)
Seismic Importance Factor, $I_e = 1.25$
Seismic Design Category = B
Spectral Response Acceleration
at Short Periods, $S_s = 0.221$
Spectral Response Acceleration
at 1-Second Period, $S_1 = 0.059$
Basic Seismic Force-Resisting System:
Bearing Wall System: Intermediate Reinforced Masonry
Shear Walls
Analysis Procedure: Equivalent Lateral Force

3. Structural Systems:

It has been proposed that portions of the original 1975 structure and the 1988 addition be demolished to build back a new 2 story 28,000 SF addition.

The addition is anticipated to be supported on conventional shallow foundations similar to the existing structure. Foundations will be at minimum depth and shall be sized for allowable soil bearing pressure, contingent on the final geotechnical report. Exterior walls are anticipated to be load bearing CMU. Concrete columns and beams may be utilized to reduce span lengths or if any expansion joints are determined to be required between new and existing construction. First floor will have a 4" concrete reinforced concrete slab on grade, unless a thicker slab is required at areas of heavy loading. The second floor and roof framing are anticipated to be precast hollow core planks with a 2" topping. Lateral forces shall be resisted by reinforced masonry shear walls.

I. PLUMBING / FIRE PROTECTION DESCRIPTION

Code References

The proposed plumbing and fire protection systems were analyzed and recommendations made referencing design standards from the International Mechanical Code (2018), International Plumbing Code (2018), and NFPA.

Plumbing – Proposed Systems

With the proposed 28,000 sf renovation and addition project, additional plumbing equipment will be required. Plumbing fixtures in the cell blocks should be vandal-resistant, stainless steel combi units. Fixtures in administrative areas would be standard, commercial grade, porcelain water closets and urinals. Accessible fixtures shall be provided where required.

Domestic cold and hot water insulated copper piping should be extended to the renovated areas to serve fixtures. Sanitary waste cast iron piping should be required for waste fixtures. Storm drain piping may have to be revised or added to depending on the extent and configuration of the final renovations.

The fire protection system will have to be revised in the proposed renovation areas. The system should be a hydraulically-calculated, wet-type sprinkler system designed in accordance with NFPA 13. The sprinkler system should be zoned to coincide with the zoning of the smoke control system. Areas accessible to inmates shall employ institutional style sprinkler heads. All other areas shall have standard heads.

J. HVAC DESCRIPTION

Code References

The proposed HVAC systems were analyzed, and recommendations made referencing design standards from the International Mechanical Code (2018), International Plumbing Code (2018), and NFPA. ASHRAE Standard 62.1 – 2013 was referenced to determine ventilation requirements and assumed occupancy loads for the Jail.

HVAC Systems

With the proposed 28,000 sf renovation and addition project, additional mechanical equipment will be required. Assuming the renovation occurs at the same time as mechanical system upgrades are performed, the central plant systems – boilers, chillers, cooling towers, and pumps – can be sized to accommodate both the existing and proposed loads.

Two or three cataloged or custom style air handling units serving the affected areas should include chilled and hot water from the central plants to provide ventilation and space temperature control. These units should be located in mechanical spaces included in the proposed floor plan or on the roof with chases provided to reach indoor spaces. All units should be sized based on the calculated heating and cooling loads. Exhaust fans will be required to provide ventilation for the cell blocks.

Administrative areas should be served by variable air volume units serving zone VAV air terminals. This allows individual space temperature control for the numerous, small spaces such as offices and meeting rooms.

Modern DDC controls would be extended to the renovation areas as well and would connect to the central controls where all systems could be monitored and adjusted.

K. ELECTRICAL DESCRIPTION

General Provisions

The electrical portion of the work will consist of providing building power, lighting, communication raceways and boxes, and fire alarm systems for the addition. All electrical work shall be in compliance with all applicable Federal, State, and local laws and regulations governing standards of design, construction, workmanship and material. Electrical work shall be in compliance with the latest-adopted National Electrical Code (NEC).

Electrical Power

The existing electrical service and equipment are of sufficient size such that it can be retained for use in the renovated building and the proposed addition. A new 4000A, 480-V service and switchboard would be required to serve the addition. The old service can be backfed from the new service, which would allow for the existing power infrastructure to remain in place. It is possible that the current demand for the existing building allows for more flexibility in available capacity from the existing switchboard, but that is yet to be determined. A surge protective device (SPD) device should be provided to protect sensitive electronic equipment. Existing receptacles and circuitry may be relocated depending on the nature of the modifications.

The existing transfer switch layout and configuration should be modified. If the loads on the existing generator are at the demand factor we believe, the generator should have the capacity for the additional load of the additional housing unit, as well as any modifications within the original portion of the building.

Interior Lighting

Existing interior lighting is in decent condition, however it is inefficient and utilizes more energy than current technology in LED lighting. T12 and T8 fluorescent bulbs are being slowly phased out and may be difficult to obtain in the future. An upgrade to LED lighting is proposed to improve the quality of light and also provide energy savings. The payback is anticipated to be between 5 and 7 years with reduced maintenance costs and energy consumption.

Existing pole mounted site lighting can also be retrofit with LED technology. The existing poles can be reutilized. This would provide energy savings on the exterior lighting as well as providing a higher quality of light and increased output.

All new lighting in the proposed addition will be LED. Lighting levels will be in accordance with recommendations Illumination Engineering Society (IES) Standards and the needs of

the owner. Lighting for the interior and the site is proposed to be energy efficient LED type fixtures. Egress lighting will be designed to provide 1.0 footcandles average with a minimum of 0.1 footcandles.

Communications, Data and Fire Alarm

The existing communications services in the building are adequate to service the proposed addition. A new IDF closet will be provided in the addition that will provide a local space for telecom distribution. Pathways will be provided where required for communications devices.

The fire alarm system currently undergoing an upgrade.

The fire alarm system for the addition will be expanded from the fire alarm system currently being installed. The fire alarm system shall be of the intelligent, electrically operated, supervised, and closed circuit type. The fire alarm system shall allow for individually annunciated devices. The system will include fire alarm-programmed dry contacts for security electronics and building automation system monitoring of fire alarm status. All cabling for the fire alarm system shall be in conduit.

An LCD text annunciator panel with full system operability will be provided in the entry lobby as part of the fire alarm system. A graphic annunciator will also be provided if requested by the Building Official. The fire alarm system will have a digital alarm communicator transmitter with dedicated telephone lines to notify an off-site monitoring station. This will require a monthly monitoring contract that will not be included in the construction cost.

Manual pull stations, smoke detectors, thermal detectors, and alarm horns with visual indication shall be located at all required locations in accordance with applicable codes and standards. Devices in suspect-accessible areas shall have protective covers. All system interfaces such as auxiliary control panels and wiring shall be as recommended by the system manufacturer.

Lightning Protection

The existing lightning protection system will be evaluated and upgraded as needed. For the proposed addition, the facility will be provided with a UL-Certified Lightning Protection System designed and installed in accordance with NFPA 780.

**PLANNING STUDY
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ALBEMARLE – CHARLOTTESVILLE REGIONAL JAIL**

SECTION VII

**Annual Heating/Cooling Cost and
Energy Analysis**

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VII. ANNUAL HEATING/COOLING COST AND ENERGY ANALYSIS

Based on professional engineering experience and judgment, considering the systems serving the existing facility, designing similar systems provides the most benefit on a life cycle costs basis. Life cycle costs consider initial cost, energy cost, maintenance considerations, and service life as factors. The majority of the equipment requiring maintenance can be serviced on the roof or outside of the secure perimeter.

Utility numbers are based on current utility and usage rates for the facility using the rates relative to the existing square footage.

Here are the following usage rates per square foot of building area:

Electrical: \$1.49
Gas: \$0.67
Water and Sewer: \$2.31

Maintenance rates are based on industry standards and previous experience with correctional facilities. Here are the following maintenance rates per square foot of building area:

Electrical: \$0.22
HVAC: \$0.50
Plumbing/FP: \$0.17

Recent utility bills for the existing facility were reviewed. The most recent 12 month period available was calculated. This is indicated below as 2021 data. Then, the previous 12 month period was calculated. This is indicated below as 2020 data.

A summary of recent utility costs is indicated below:

Historical Utility Rates:	2020	2021
Electrical	\$215,941	\$203,839
Gas	\$81,202	\$94,283
<u>Water and Sewer</u>	<u>\$350,509</u>	<u>\$303,142</u>
TOTAL	\$647,652	\$601,264

Using the historical utility costs for the existing facility size and the expected system maintenance costs indicated above, an estimate for the proposed renovation project was generated.

Following the proposed renovation project, the estimated total building area will increase from 141,346 square feet to 153,339 square feet.

Using the increased building area, the estimated annual facility energy and system costs are:

Anticipated Annual Costs:

Electrical Utility	\$228,500
Gas Utility	\$102,800
Water and Sewer Utility	\$354,300
Electrical Maintenance	\$33,800
HVAC Maintenance	\$76,700
<u>Plumbing/Fire Protection Maintenance</u>	<u>\$26,100</u>
TOTAL	\$822,200

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SECTION VIII
Conceptual Drawings

CONCEPTUAL DRAWINGS

- A1.0.1 OVERALL EXISTING THIRD FLOOR PLAN
- A1.0.2 OVERALL EXISTING FOURTH FLOOR PLAN
- A1.0.3 OVERALL EXISTING FIFTH FLOOR PLAN
- A2.0.1 OVERALL PROPOSED THIRD FLOOR PLAN
- A2.0.2 OVERALL PROPOSED FOURTH FLOOR PLAN
- A2.0.3 OVERALL PROPOSED FIFTH FLOOR PLAN
- A2.1 PROPOSED FOURTH FLOOR PLAN - ADDITION
- A2.2 PROPOSED FIFTH FLOOR PLAN - ADDITION
- A4.1 OVERALL BUILDING ELEVATIONS
- A4.2 PROPOSED BUILDING ELEVATIONS - ADDITION
- A4.3 AXONOMETRIC DIAGRAMS
- C1.0 EXISTING SITE PLAN
- C2.0 PROPOSED SITE PLAN

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**PLANNING STUDY
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**SECTION IX
Staffing and Operating Budget**

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IX. STAFFING AND OPERATING BUDGET

This section of the study contains planned staffing and a six-year operating budget for the expansion of the regional jail. With a rated capacity of 329 beds and no change proposed, the expansion will not warrant any additional staffing of the facility.

A. STAFFING

No new staffing anticipated.

B. OPERATING BUDGET

A six-year operating budget commencing in FY 2026 is displayed in the table that follows. The expansion is assumed to be at full capacity in the November 2025. The assumptions upon which the budget figures are based are presented after the table.

<i>ACRJ Estimated Six Year Operating Budget for Expansion</i>						
Budget Category	2026	2027	2028	2029	2030	2031
New Building Operation	\$103,700	\$106,293	\$108,950	\$111,674	\$114,466	\$117,327
Total	\$103,700	\$106,293	\$108,950	\$111,674	\$114,466	\$117,327

New Building Operation reflects 2019-20 SF building operating costs for utilities and maintenance including HVAC, electrical, plumbing and fire protection. Costs were adjusted by 2.5% per year beginning in 2021 to reflect 2026 through 2031 dollars.

**PLANNING STUDY
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**SECTION X
Construction Cost Estimate**

A. TOTAL PROJECT BUDGET

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X. CONSTRUCTION COST ESTIMATE

A. TOTAL PROJECT BUDGET

ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL EXPANSION AND RENOVATION COST ANALYSIS - SUMMARY

VADOC PART I FORMULA

REFER TO
NOTES ON
FOLLOWING
PAGE

Expansion of Existing Jail

MEANS COSTS (2021 Const Cost Data)		432.09 PER SF	1
MARSHAL & SWIFT MULTIPLIER	X	0.93	2
MEDIAN COST PER SQ FT	=	401.84 PER SF	

ESCALATION / INFLATION

(Dec 2021 to midpoint of construction June 2025)	**	472.75 PER SF	
PROPOSED EXPANSION SF	X	33,100 SF	
MEDIAN CONSTRUCTION COST	=	\$15,648,118	

**Escalation/Inflation Values as follows:

Dec 2021 to June 2022	6.625 %	= ((7.00 + 6.25%) / 2)	
FY 2023	3.5 %		
FY 2024	3.5 %		
FY 2025	3 %		
Cumulative Value	17.65 %		3

**PLANNING STUDY PROJECT ESTIMATE
(EXCLUSIVE OF BONDS OR FINANCING)**

**LOCALITY
REQUESTED
COST**

**VADOC
ELIGIBLE
COST**

PART I - PROJECT CONSTRUCTION COSTS

BUILDING CONSTRUCTION COST	15,648,118	
SITEWORK (3 acres @ \$500,000/acre)	1,500,000	4
PART I PROJECT CONSTRUCTION COSTS SUBTOTAL:	17,148,118	

PART II - PROJECT SPECIFIC COSTS

DEMOLITION OF EXISTING WING			
16,000 SF @ \$ 100.00	\$1,600,000		4
RENOVATION OF EXISTING HOUSING			
20,704 SF @ \$ 472.75	\$9,787,874		4
RENOVATION AND RE-CONFIGURATION OF EXISTING SPACES			
14,997 SF @ \$ 472.75	\$7,089,874		4
RENOVATION OF CORRIDORS AND CIRCULATION			
5,116 SF @ \$ 472.75	\$2,418,603		4
NEW OUTDOOR RECREATION			
3,000 SF @ \$ 236.38	\$709,129		4

PART II PROJECT SPECIFIC COSTS SUBTOTAL: \$21,605,481

PART III - OTHER PROJECT COSTS

A/E FEES (8% PART I)	\$1,371,849
A/E FEES (12% PART II)	\$2,592,658
CBCP / PLANNING STUDY	\$185,000
VALUE ENGINEERING STUDY	\$50,000
FF&E (\$30/SF) INCLUDING COST OF SERVICES	\$2,064,030
COMMUNICATIONS/DATA EQUIPMENT (\$1/SF)	\$73,917
TEST BORINGS/TESTING/SPEC INSP (1% of Construction)	\$387,536
SURVEY, TOPO & UTILITY LOCATOR	\$45,000
PRINTING & REPRODUCTION	\$10,000
PERMITS, FEES & CONNECTION (1% of Construction)	\$387,536
PART III OTHER COSTS SUBTOTAL:	\$7,167,526

CONTINGENCY (8% OF PART I AND PART II) \$3,100,288

TOTAL CONSTRUCTION COSTS: \$49,021,414

TOTAL PROJECT COST : \$49,021,414

PER BED PROJECT COST @ 48 BEDS: \$1,021,279

25% of \$12,255,353

Notes - Construction Cost Estimate

- 1 Cost from Costworks with RS Means data for dormitory (fourth quarter 2021) – refer to breakdown.
- 2 Marshall & Swift multipliers of 0.93 for fourth quarter 2021 for location of Charlottesville, VA
- 3 Calculated based on a construction start date of December 2024; 14 months new construction. **Mid-Point of construction = June 2025** Inflation has been compounded per the following formula:
**6.625% to June 2022, 3.5% to June 2023, 3.5% to June 2024, 3% to June 2025 = 17.65%
- 4 15,155 SF Demolition of existing east wing of 1975 facility
27,148 SF Construction of two story expansion in footprint of east wing
20,704 SF Renovation of existing housing units
14,997 SF Renovation and reconfiguration of existing administration areas
5,116 SF Renovation of corridors and circulation
3,000 SF New Detainee outdoor recreation area
3 AC Associated site work

**PLANNING STUDY
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**SECTION XI
Project Schedule for Planning
and Construction**

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XI. PROJECT SCHEDULE FOR PLANNING AND CONSTRUCTION

Based upon approval by the Commonwealth of Virginia and the decision by the Authority to proceed, the following schedule is projected for the project:

Submit CBCP/ Planning Study to VDOC for Approval	December, 2021
Board of Corrections Approval **	NLT September, 2022
Legislative Approval of Project	June, 2023
Notice to Proceed - Design	June, 2023
Complete Schematic Design	September, 2023
Complete Design Development	December, 2023
Complete Construction Documents	March, 2024
Advertise for Bids	May, 2024
Receive Bids	May, 2024
Notice to Proceed (Construction)	August 2024
Substantially Complete Construction of Addition*	October, 2025
Deliver Inmates in New Building	November, 2025
Final Completion of Project	November, 2025

NOTES:

* Mid-point of construction is June, 2025.

** The Authority will need to have Resolution and letter from Albemarle – Charlottesville Regional Jail Authority Board delivered to VDOC in order for the project to be considered by the Board of Corrections/Board of Local and Regional Jails. September is the last month that the Board of Corrections can consider the project in 2022.

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**PLANNING STUDY
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**SECTION XII
Appendices**

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A. CBCP NEEDS ASSESSMENT

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B. RESOLUTION

WILL BE PROVIDED BY ADDENDUM