

Correctional Facility Feasibility and Conceptual Design Study for the Department of Corrections

Request for Proposal Overview:

In the Acts 42, Section 28, of 2019, the Council of State Governments (CSG) was asked by the Legislature to study and develop a report that assessed the Department of Corrections (DOC) inmate populations, trends, programming, and transitional services within the DOC System.

In September 2019, the Joint Oversight Committee (JOC) and the Joint Fiscal Committee (JFC) passed a motion for Buildings and General Services (BGS) and DOC to collaborate and develop a Request for Proposal (RFP) to hire an architectural consultant that has expertise in correctional facility design. The consultant is to review the final CSG report, analyze different state of the art facility models and develop a report that explained their findings. They are also required to evaluate the benefits and drawbacks of separate in state facilities located throughout Vermont, a large campus style facility, and a combination of both.

In December 2019, The CSG Final Report was presented to the legislature. The report described the inmate population trends and key drivers for the inmate populations, recidivism reduction for those who are incarcerated or on supervision, behavioral health services and treatments that are available within the criminal justice system, and any areas for DOC to develop their policies and next steps.

In the Winter of 2020, BGS released the Request for Proposal (RFP) for an architectural consultant that specialized in correctional facility planning and design to a submit proposal for the Correctional Facility Feasibility and Conceptual Design Study. The RFP was developed into Sections. Section one was the feasibility study, Section two is the conceptual design based off from the feasibility study, and Section three is a final report that explains sections one and two.

Section One: The Feasibility Study of the RFP consisted of:

- Reviewing all the legislative language, the Agency of Human Services Major Facility Reports, and Buildings and General Service's (BGS) Facility Condition Assessment Reports that explains the buildings overall condition of all the correctional facilities.
- Tour all the correctional facilities to evaluate the buildings operational and physical conditions.
- Review the facilities current operating costs. broken down into fuel, food, employee wages and salaries, energy, transportation, and maintenance for all the buildings. The contractor should include a total number of employees required to staff each of the facilities.
- Evaluate DOC's current inmate population develop projections of the inmate population and potential bed capacity for the next ten years and compare those results.
- Evaluate the compare DOC's inmate programs and their programmatic needs.
- Develop a draft report that explains their findings based on the information developed, any gaps discovered, and provide any recommendations they may have.

Section two: The consultant will develop a conceptual design based on the information obtained from Section one, the feasibility study. This conceptual design will include:

- An evaluation of the different models that includes multiple in state locations, the pros and cons of a scalable campus style facility, and a combination of both.
- Identify any major subgroups of inmates and the effectiveness in the different models.

- This is to include capacity of the system required to meet the needs of inmate subgroups, which include women, inmates currently housed in out of state facilities, individuals with mental illness and addiction treatment needs, sex offenders, and the geriatric population.
- Identify any facility-based treatment and programming.
- Identify the operating and capital costs.
- Identify transitional support required for successful community re-integration.
- Provide any recommendations for new buildings and/or site provisions that will be needed. This includes an approximate square footage of the buildings and any acreage needed.
- Provide a total project cost estimate for the recommendations. This includes any changes or upgrades to the existing facilities, or for a new facility.
- Develop a draft report that explains their findings for the conceptual design based on the information developed, any gaps discovered, and recommendations they may have.

Section Three is developing the final report. The final report will include the information from Section one and Section two and create one report.

Project Schedule:

- Feasibility Study Start Date: November 20, 2020
- Feasibility Study Draft Report: January 4, 2021
- Conceptual Design Start: January 5, 2021
- Conceptual Design Update: February 26, 2021
- Conceptual Design Draft Report: March 22, 2021
- Final Draft Report: February 26, 2021
- Final Report Due: April 23, 2021
- Contract Completion: July 1, 2021