



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/22/2012

Agenda Placement: 7K

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Gitelman, Hillary - Director  
Conservation, Development & Planning

**REPORT BY:** KELLI FELKER, PLANNER II - 265-2325

**SUBJECT:** Approval of an Agreement with Ascent Environmental for the preparation of an Environmental Impact Report for the Napa County Jail Replacement Project

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### **RECOMMENDATION**

Director of Conservation, Development and Planning and County Executive Officer request the following related to the Jail Replacement Project:

1. Approval of and authorization for the Chairman to sign an agreement with Ascent Environmental for a maximum of \$274,888 for the term May 30, 2012 through June 30, 2013 with a provision for automatic renewal for one additional year for the preparation of an Environmental Impact Report; and
2. Approval of Budget Transfer No. CEO015 increasing appropriations by \$274,888 in the Capital Improvement Program budget with an offsetting transfer from the Accumulated Capital Outlay Fund. (4/5 vote required)

### **EXECUTIVE SUMMARY**

Staff from the Department of Conservation, Development and Planning and Public Works have begun work on the Jail replacement project.

The firm Ascent Environmental has been selected through an RFP process to prepare an Environmental Impact Report (EIR) to support the project. The proposed contract would authorize expenditures up to \$274,888 for that purpose. Staff is requesting to establish budget authority in the amount of \$274,888 in Fiscal Year 2012-2013 in order to fund the beginning of the EIR and reimburse the Planning and Public Works Departments for costs associated with the project.

Ascent Environmental is not a local vendor. No local vendors submitted a response to the EIR RFP.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Program
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate to redevelop the Jail. Staff has recommended, and the Board of Supervisors has approved, moving forward with the Jail replacement project. This includes beginning the EIR process under a contract and planning and coordination functions provided by the Department of Conservation, Planning and Development and Public Works.
Is the general fund affected?	No
Future fiscal impact:	Appropriations for the continuation of the Jail replacement project will be budgeted accordingly in future fiscal years.
Consequences if not approved:	Jail project would not proceed at this time.
Additional Information:	

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Napa County Conservation, Development and Planning Department sent out a Request for Proposals (RFP) for qualified consultants to assist the County in the preparation of an Environmental Impact Report (EIR) to support the Jail replacement project. In response to the RFP, seven highly qualified firms submitted proposals. A review panel comprised of representatives from Conservation, Development & Planning, the County Executive Office, Corrections Department, and County Counsel reviewed and evaluated each of the proposals, selecting three proposals for further consideration. The review panel subsequently interviewed the three firms and selected Ascent based upon the overall strength of their project team and proposal. None of the firms that responded to the RFP were local Napa County firms, although some firms, including Ascent included local contractors (e.g. arborists, printer) on their teams.

The Jail Project involves the replacement of jail facilities in Napa County and includes two possible sites that will be analyzed at an equal level of detail within the EIR. The first site (Downtown site) includes the existing Hall of Justice (HOJ) in downtown Napa. The second site (Alternative site), is located outside of the City of Napa within unincorporated Napa County.

If the new Jail is constructed on the existing site, the existing HOJ would be replaced by a new building, approximately 64-68 feet tall, with approximately 209,000 square feet. When fully operational, the Jail would

employ approximately 119 full time Custody staff, and 43 full time administrative and support staff. The Jail would include 526 beds with ancillary facilities, including but not limited to warehouse, maintenance unit, food services, laundry, medical and mental health units, and inmate intake and release. The Downtown site may also provide for commercial development opportunities on the west side of Main Street in an area that is currently used for law enforcement and County staff parking. Commercial development could include development of a multi-level building providing a combination of retail, office and/or residential uses, and could screen the new Jail from viewers on Main Street. The building footprint would be approximately 36,200 square feet.

If the new Jail is constructed on the Alternative site, the replacement jail that would consist of a low-rise structure measuring approximately 24 feet in height, including 526 beds with ancillary facilities, including but not limited to warehouse, maintenance unit, food services, laundry, medical and mental health units, and inmate intake and release, comprising approximately 213,000 square feet. It is anticipated that the Alternative site will require 195 parking spaces, and when fully operational, the jail will employ approximately 126 full time employees, and 43 full time administrative and support staff. Additionally, the Alternative site would provide a secured 100 bed residential facility for low level offenders and could include other uses such as detoxification/treatment facility and day program facility. Also, if the Jail is developed at the Alternative site, the HOJ in downtown Napa would remain in place for some period of time, providing inmate overflow, daily holding of approximately 100 inmates for court related appearances, offices, meeting space, and classrooms. When funding becomes available, the existing HOJ could be replaced with a new building or buildings containing similar uses and a sally port where vehicles transporting inmates from the new Jail would drop off and pick up inmates destined for the holding area and/or the adjacent courthouse.

The Ascent Environmental project manager will work with County staff to prepare an EIR that analyzes near term phases at a project-specific level for both the Downtown site and Alternative site at an equal level of detail, and assesses future phases more programmatically. County staff is also requesting approval of budget transfer CEO015 to establish expenditure authority for costs related to the Jail replacement project.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan