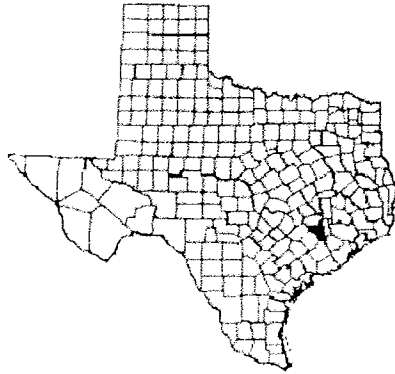


FACILITY NEEDS ANALYSIS

PREPARED FOR



COMAL COUNTY

New Braunfels, Texas

September 28, 2009

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INTRODUCTION

The purpose of this report is to evaluate future county jail capacity needs for Comal County. Information maintained by the Commission and data provided by the Texas State Data Center, the U. S. Census Bureau and the Comal County Sheriff's Office are utilized in this report. In addition, historical jail population trends are presented and assist in predicting future needs.

Review of the statewide adult incarceration system provides perspective for determining the needs for counties. The availability of beds in the state prison system directly affects populations in county jails and has in previous years created a higher county jail population.

Currently the statewide county jail capacity is 88,979 and the inmate population is 71,354. This represents an occupancy level of 80% statewide. It is anticipated that the statewide jail population will continue to increase.

The estimated capacity recommended in this report is not a directive as to what capacity a facility must be designed. Local community standards should be applied to these findings as well as your prison movement status to determine the final scope of your construction project.

CURRENT JAIL CONDITIONS

Comal County currently operates 1 facility that is located at 3005 West San Antonio Street, New Braunfels, Texas. The facility was built in 1985 and an addition was completed in 2001. The capacity of the facility is 337 beds and consists of 16 separation cells, 33 single cells, 6 multiple occupancy cells with a capacity of 48 beds and 11 dormitories with a capacity of 240 beds. Of the 337 beds, 61 are designated for female use.

The intake area at the Comal County Jail contains two holding cells, two detoxification cells and 3 violent cells. On September 15, 2009, the total inmate population of the Comal County Jail was 246 inmates, and in the past year Comal County has averaged 248 inmates per day.

The Comal County Jail also provides support for various local and state agencies. These include the Comal County Sheriff's Office, New Braunfels Police Department, Garden Ridge Police Department, Schertz Department, Bulverde Police Department, Department of Public Safety, Texas Parks and Wildlife Department, Texas Alcoholic Beverage Commission and United States Marshall Service.

Population growth estimates, discussed later in this report indicate Comal County may be forced to create additional bed space or begin to house inmates in other facilities at a cost to Comal County in order to maintain compliance.

INCARCERATION RATE TRENDS

In order to calculate the incarceration rate the average daily population (ADP) of the jail is divided by the total county population for the year (per information provided by the Comal County Sheriff's Department). The incarceration rate reflects the number of inmates housed per 1,000 people in the county.

<u>DATE</u>	<u>ADP</u>	<u>COUNTY POPULATION</u>	<u>LOCAL RATE</u>	<u>STATE RATE</u>
09-21-09	248	115,037	2.16	2.63

Last year's local incarceration rate for Comal County was significantly lower than the average state rate. For use in this analysis, the current local incarceration rate of 2.16 per thousand (.00216) will be used to project future needs until the year 2030.

POPULATION PROJECTIONS

According to the latest population estimate (2008) received from the U.S. Census Bureau, Comal County currently is home to approximately 109,635 residents which represents a 28% increase from the 2000 population census. According to the most recent population estimate (2008) from the Texas State Data Center, Comal County is home to 108,170 residents which represents an increase of 27% from the 2000 population census.

The Texas State Data Center predicts that Comal County could be home to 119,150 residents by 2010 which represents a 35% increase over this decade. The data center also predicts that Comal County could be home to 173,922 residents by the year 2020, a 31% increase, and possibly 239,374 by the year 2030, a 27% increase for that decade.

It should be noted, that these numbers are projections based on several demographic factors and do not take into account actual growth experienced by the county in the previous decade. The Data Center instead bases its projections on a statewide basis, regardless of variations in the actual growth experienced in the County. The 1990 census listed Comal County with a population of 51,832 and the 2000 census showed the population to be 78,021 which represents a growth rate of 34% for the previous decade. In comparison, the Data Center had predicted that the population for 2000 would be 78,444 which represents a 34% growth rate. These numbers and percentages are presented in order to demonstrate the between growth rate predictions and actual growth experienced. Based upon data compiled for this analysis the population of Comal County has increased 32% since 2000 which is in line with the projected future population estimates.

Based on this, projections from the Texas State Data Center and the U.S. Census Bureau, we utilized 35% from 2000 to 2010 as a growth rate for this decade. For the decade 2010 to 2020

a growth rate of 31% and for 2020 to 2030, we will utilize a growth rate of 27% in determining Comal County populations for the future.

The table below shows Comal County's population and the projected growth until the year 2030 utilizing a combination of the Commission on Jail Standards estimates and State Data Center projections, less fixed housing in order to more accurately reflect actual growth in the county.

YEAR	POPULATION	YEAR	POPULATION
*2000	78,021	2015	144,788
2005	96,954	2020	173,922
2009	115,037	2025	205,915
2010	119,150	2030	239,374

* - Dates of Census

The projected rise in the population of Comal County comprises both males and females. Population forecasts are based on many factors that are unpredictable including birth rate, death rate, immigration, and emigration; however, this analysis should be a good model to employ in determining the future jail needs of Comal County.

PEAK POPULATION FACTORS

To project future capacity needs for the jail, consideration is given to historical peak inmate populations. Peak populations represent those days in each month when the jail has the highest number of inmates.

The peak population factor represents an additional percentage of beds that are needed in a jail to accommodate those days when the jail population is higher than average. To calculate the peak population factor for Comal County, we utilize data provided by the Sheriff's Department.

The average peak population during the last twelve months was 264 while the average daily population (ADP) was 248; this represents a difference of 16. To calculate the peak population factor, 16 is divided by the ADP of 248 which represents a factor of 6%, which will be utilized in calculating the projected capacity needs in the next section.

It should be noted that the peak population of the jail during the last twelve months was 293 inmates which occurred in July of 2009, based upon Comal County Sheriff's population report. Based upon the large difference between the average peak populations (264) and the actual peak population experienced (293) an additional scenario will be provided utilizing (293) as the peak population which would represent a factor of 18%.

PROJECTED CAPACITY NEEDS

Projected needs are based on the county incarceration rate, projected county population, the peak population factor, and a classification percentage.

Scenario I

In this scenario, the county population is multiplied by the incarceration rate (.00216) to yield expected inmate population. A peak population percentage (6%) is then added to the anticipated inmate population which provides a minimum capacity projection. At this time, a classification percentage (10%) is added to ensure a sufficient number of beds are provided for objective jail classification. The following table indicates projected future incarceration needs for Comal County:

Scenario I

Year	Projected County Pop	Incarceration Rate	Projected Inmate Pop	Peak Population	Minimum Capacity	Classification	Total Cap	Suggested size
2009	115,037	2.16	248.48	15.42	263.90	26.39	290	*337
2010	119,150	2.16	257.36	15.97	273.34	27.33	301	*337
2015	144,788	2.16	312.74	19.41	332.15	33.22	365	384
2020	173,922	2.16	375.67	23.31	398.99	39.90	439	480
2025	205,915	2.16	444.78	27.60	472.38	47.24	520	528
2030	239,374	2.16	517.05	32.09	549.14	54.91	604	624

* current capacity

Scenario II

Due to Comal County's close proximity to Travis and Bexar County, we have provided an additional projection which incorporates a (10%) metropolitan factor.

Scenario II

Year	Projected County Pop	Incarceration Rate	Projected Inmate Pop	Peak Population	Minimum Capacity	Classification	Total Cap	10% Metro Factor	Suggested Capacity
2009	115,037	2.16	248.48	15.42	263.90	26.39	290	319	*337
2010	119,150	2.16	257.36	15.97	273.34	27.33	301	331	*337
2015	144,788	2.16	312.74	19.41	332.15	33.22	365	401	432
2020	173,922	2.16	375.67	23.31	398.99	39.90	439	483	528
2025	205,915	2.16	444.78	27.60	472.38	47.24	520	572	576
2030	239,374	2.16	517.05	32.09	549.14	54.91	604	664	672

Scenario III

Scenario III is provided with a (10%) metropolitan factor and a (18%) peak population factor. The peak population in scenario I only provided an average peak population for 12 months. In Scenario III the peak population is the highest inmate population experienced.

Scenario III

Year	Projected County Pop	Incarceration Rate	Projected Inmate Pop	Peak Population	Minimum Capacity	Classification	Total Cap	10% Metro Factor	Suggested Capacity
2009	115,037	2.16	248.48	44.59	293.07	29.31	322	354	384
2010	119,150	2.16	257.36	46.19	303.55	30.36	334	376	384
2015	144,788	2.16	312.74	56.13	368.87	36.89	406	447	480
2020	173,922	2.16	375.67	67.42	443.09	44.31	487	536	576
2025	205,915	2.16	444.78	79.82	524.60	52.46	577	635	672
2030	239,374	2.16	517.05	92.79	609.84	60.98	671	738	768

RECOMMENDATION

Scenario I indicates that Comal County would need, at a minimum, 604 jail beds by the year 2030. However, based upon the 1:48 staff to inmate ratio, we recommend no less than 624 beds be considered **with the capability to expand to 676 beds in the future to act as a buffer for future unexpected growth** and the large number of outstanding warrants held by Comal County and municipalities located within Comal County. **The design professional should also take into account future planning and construction needs based upon past and predicted female incarceration rates (typically 15%) and classification variances of all inmates.** There is an indication that female incarceration rates will continue to increase throughout the state.

Scenario II indicates that Comal County would need at a minimum, 664 jail beds by the year 2030. However, based upon the 1:48 staff to inmate ratio, we recommend no less than 676 beds be considered **with the capability to expand to 720 beds in the future to act as a buffer for future unexpected growth.**

Scenario III indicates that Comal County would need at a minimum, 738 jail beds by the year 2030. However, based upon the 1:48 staff to inmate ratio, we recommend no less than 768 beds be considered **with the capability to expand to 816 beds in the future to act as a buffer for future unexpected growth.**

These recommendations are provided to the county, to allow county officials to determine what is best for Comal County. Several factors should be considered when choosing a scenario in scenario I one must assume that the current trends will not change in the future. In scenario II one must consider if the metropolitan areas near Comal County will impact the county jail

population. In Scenario III the metropolitan factor along with a higher peak population factor is considered. It is the commission's opinion that the best decision for Comal County is one chosen by Comal County Officials'.

This recommendation for space greater than the figures indicated is based on several conditions. (1) Based on the age of the existing jail, this facility will become more costly to maintain in the future; (2) additional space could be utilized for housing inmates from other counties to defray the cost of constructing a new facility.

You are reminded that our analysis is based on a 20 year proposal beginning in 2009. Failure to meet this time period can affect our projections requiring additional space. Your pretrial felon and misdemeanor figures appear to be consistent with other jails. Any reduction in these numbers could impact your needs. This figure should be assessed as you proceed with any project.

To state our recommendation more specifically: (1) choose a site sufficient for growth; (2) design a jail that is truly expandable; (3) provide adequate service and support space in the initial design to allow for future expansion. This, in our opinion, is the most feasible and economical approach to your incarceration needs.

ADDITIONAL CONSIDERATIONS

Additional information received from the Comal County Sheriff's Office needs to be considered as the county plans for a new jail.

First, the Comal County Sheriff's Department currently has approximately 14,500 outstanding warrants and municipalities located within Comal County have outstanding warrants. In addition, all people arrested by other local Law Enforcement agencies can impact the county jail population, causing unexpected peaks in population.

Second, Comal County has several highways within its boundaries including Interstate 35, State Highway 46, and State Highway 281 which are heavily relied upon by commuters, and travelers. Department of Public Safety State Troopers patrolling these highways make arrests on drivers who are trafficking drugs or have misdemeanor violations, felony violations, parole violations and previous speeding tickets which can also adversely impact the jail population and cause it to be overcrowded.

Third, Comal County is home to several large tourist attractions. These additional visitors can have a negative effect on county jail populations.

Fourth, Comal County Sheriff's Office currently is challenged by the design of the current facility. The facility contains 71.2% dormitory space, which limits the options of the jail staff when housing certain types of inmates. If an addition of the current facility is undertaken the design professional should take into account the current challenges Comal County faces. It

should also be noted current Minimum Jail Standards do not allow a county to operate more than 40% dormitory space unless direct supervision is utilized.

Fifth, Comal County's current incarceration rate is 2.16 while the state average is 2.63. Any change in current incarceration rate trends in Comal County could adversely affect the county jail.

All of these factors play a major role in deciding whether or not Comal County needs a new jail. With increasing population, highway traffic, tourist attractions, and outstanding warrants the projected inmate population can only be expected to increase. Additional inmate beds for Comal County should be considered to help alleviate potential overcrowding and prepare for future inmate population growth.

Please contact the Commission at the address below to obtain additional copies of this document.

Adan Munoz Jr.
Texas Commission on Jail Standards
P.O. Box 12985
Comal, Texas 78711
512-463-5505

Introduction

The County of Comal is soliciting Statements of Qualifications from consulting firms for the assessment of the following county facility:

Comal County Jail
3005 West San Antonio Street
New Braunfels, Texas 78130

Respondents to this Request for Qualifications shall be licensed to practice architecture or engineering within the State of Texas. Statements submitted by anyone with license application pending shall not be considered responsive.

Interested firms are invited to submit their responses in conformance with the criteria outlined herein.

Context for the Project

The County of Comal intends to redesign/expand existing county jail facilities to fulfill its operational needs for the next twenty (20) years. The project will be separated into two (2) phases. The first phase will be to perform a detailed analysis of the existing facility, existing property, available property, and current methods of housing/supervising prisoners. The second phase will be to design the facility renovations/expansion and necessary capital improvements and prepare construction documents for the purpose of bidding and constructing. Proceeding on to phase two is dependent on funds being available for design and construction. There is no guarantee that phase two will occur; however, the county will choose a firm in accordance with the Texas Local Government Code to perform the tasks in phase two if funding and procurement needs are resolved.

Through the RFQ process, the county wishes to identify all firms interested in this project and then shorten that list of interested firms down to three (3) highly qualified consultants that will be capable of performing the analysis to include recommended renovations and/or capital improvements for the jail facility. This RFQ is intended as the means to identify these consultants.

Project Scope

The project's central focus will ultimately be to provide the County of Comal with a facility analysis that provides a recommendation for redesigning and/or expanding the County Jail on the existing or a preferred site. The current facility data is attached herewith ("Facility Needs Analysis" prepared by the Texas Commission on Jail Standards).

Phase One: Detailed Facility Analysis

1. Conduct a detailed survey of the existing facility and existing property. When complete, the survey shall provide a document indicating, but is not limited to, the following:
 - a. A detailed overview of the current County Jail facility, its current use by Comal County Sheriff's Office/County Jail personnel, and the prison facilities (intake area, housing units, kitchen/eating areas, storage, etc.).