

Administrative Services

Perminder Bains – Director

101-1800	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$740,548	\$807,132	\$66,584
Services and Supplies	\$168,536	\$345,150	\$176,614
Other Charges	(\$695,147)	(\$689,197)	\$5,950
Fixed Assets			\$0
TOTAL EXPENDITURES	\$213,937	\$463,085	\$249,148
REVENUE			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$146,352	\$329,296	\$182,944
TOTAL REVENUE	\$146,352	\$329,296	\$182,944
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$67,585	\$133,789	\$66,204

Program Description

The Administrative Services Department provides a variety of logistical and resource support to all county departments. Services provided include Purchasing, Buildings & Grounds Maintenance, Custodial Services, Fleet Management, Capital Improvement Planning, Capital Acquisition, Energy Management, and Real Estate Services and Leasing Negotiations.

The Director of Administrative Services provides purchasing guidance and serves as the Purchasing Agent, as required in the Yuba County Purchasing and Contract Policy Manual. The Yuba County Airport also falls under the purview of the Director of Administrative Services. Individual budget reporting units have prefaced their submittals with a description of their major accomplishments.

The administrative unit currently employs five full-time support staff members and one extra help staff member, all co-located in the Administrative Services “Front Office.” They are responsible for fielding customer calls pertaining to facilities, custodial, departmental payroll, Countywide purchasing coordination and support, Automotive Services Fund fleet management, vendor billing, accounting and budget processes, centralized county mail processing, department-level personnel file maintenance, issuance of county employee identification and access cards, correspondence, filing, and a myriad of other administrative tasks.

Administrative Services

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Accomplishments

FY 2020-2021

Public Safety and Health

- Procured new security company to operate and facilitate metal detector and x-ray machines for Government Center protection
- Prevented more than 1,400 weapons from entering the work areas of the Government Center
- Maintained a secure area to store surplus, providing an inventory available to all County departments
- Held 39 public auctions
- Established COVID – 19 protocols, procurement, and assistance:
 - Purchased plexiglass shields for County facilities
 - Purchased Clorox wipes, sanitizer, face coverings, face shields, wrist bands, and thermometers
 - Assisted EOC and DOC
 - Assisted Departments with 213 forms for emergency purchases
 - Assisted with CARES ACT funding procurement and processing
 - Managed facilities and followed COVID – 19 protocols
 - Trained security guards with changing COVID – 19 requirements

Responsible Growth

- Applied for grants:
 - Board of State and Community Corrections for COVID – 19 assistance
 - SACOG for Emission Reduction and Energy Conservation – Electric Charging Stations
 - Self-Generation Incentive Program – PG&E awarded grant for backup batteries

Economic Development

- RFP for Countywide projects for maintenance:
 - Secured contract for electrical
 - Secured contract for plumbing
 - Secured contract for disinfecting
 - Secured contract for handyman services

Organizational Excellence

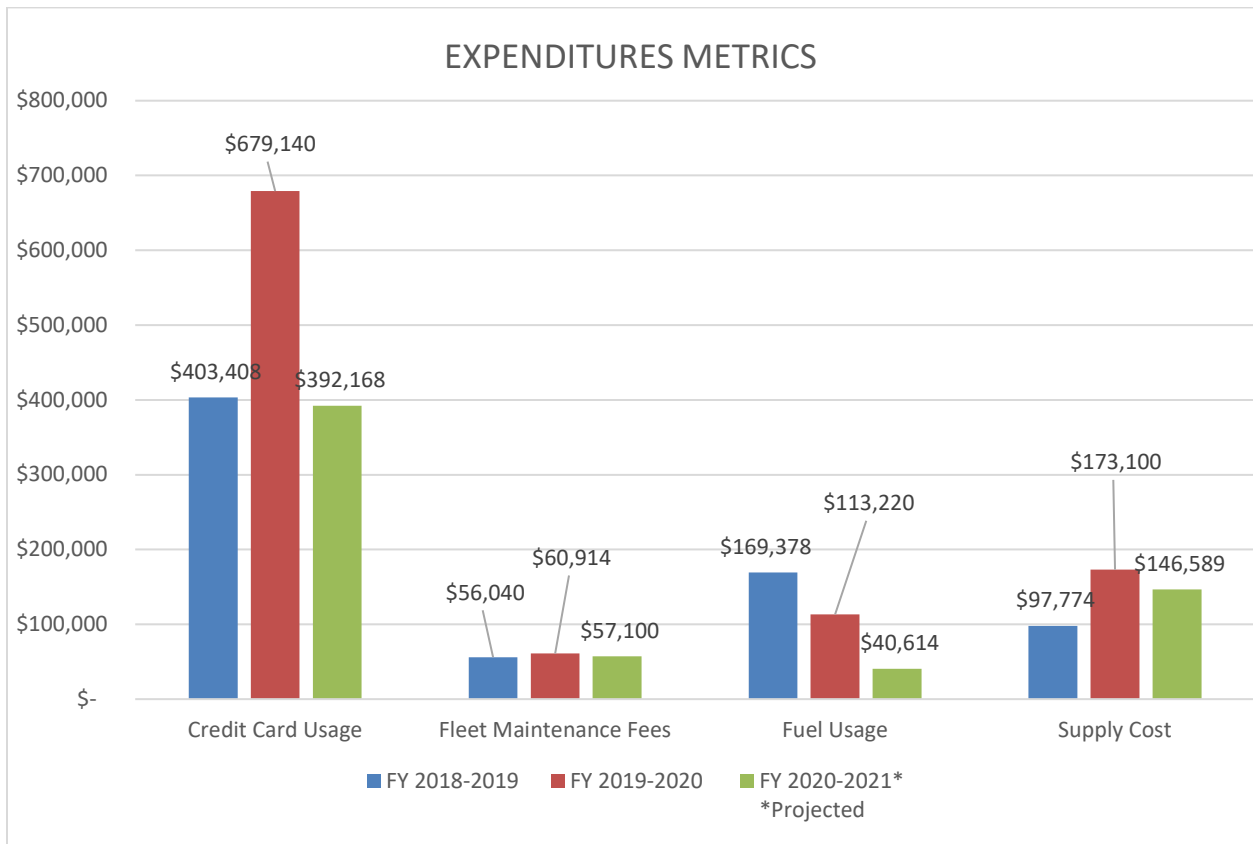
- Maintained:
 - RFP and Statement of Work templates that streamline and standardize purchasing
 - File numbering system for all contracts, for efficiency
 - Fleet data program for costs
 - Comprehensive “cost-by-building” measurement for each County structure
 - A process to measure solar power metrics on a quarterly basis
- Updated position continuity desk manuals
- Maintained an Access database for contracts
- Assisted in procuring contractors for projects such as:
 - Jail ADA Phase 4 compliance
 - Inmate telecommunication services

Administrative Services

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- Courthouse elevator
- Sheriff HVAC
- Packard HVAC
- Library landscaping
- Code Enforcement demolitions projects

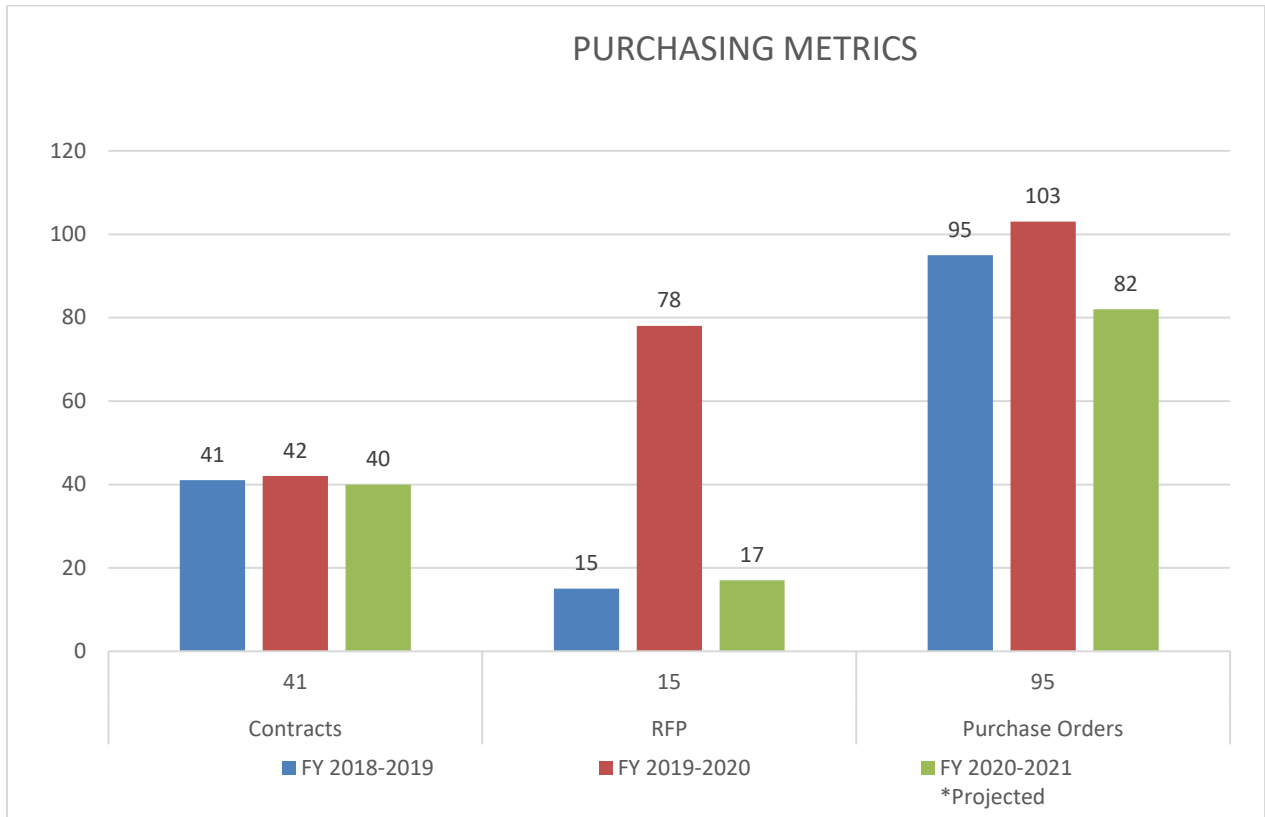
Performance Measures FY 2020-2021



- Credit Card Usage decreased due to less activity (teleworking)
- Fleet Maintenance Fees decreased slightly from Fiscal Year 2019-2020 to Fiscal Year 2020-2021
- Fuel Usage decreased 36% from Fiscal Year 2019-2020 to Fiscal Year 2020-2021
- Supply Costs are rising due to Departments being more consistent using Staples Advantage

Administrative Services

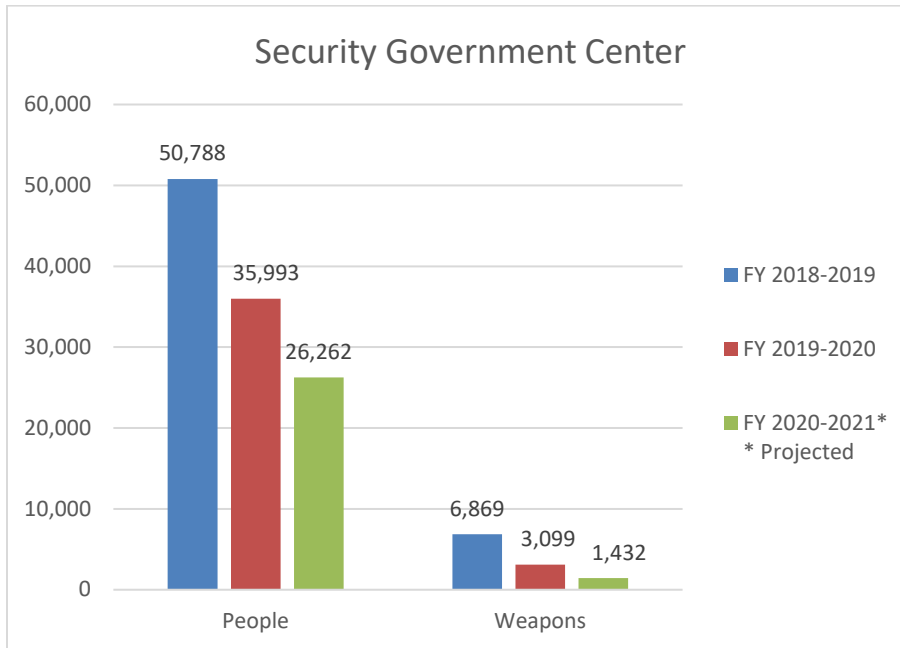
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- Contracts remained consistent from Fiscal Year 2019-2020 to Fiscal Year 2020-2021
- RFP reduced due multi-year contracts and fewer projects being performed in Fiscal Year 2020-2021
- Purchase Orders reduced from previous year due to teleworking

Administrative Services

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- Public accessing the Government Center decreased due appointment only
- Weapons brought in to the Government Center have decreased significantly

Goals and Objectives FY 2021-2022

Public Safety and Health

- Activate Catapult EMS notification measures for the Government Center
- Work with B&G to implement the long-term ADA plan and equipment replacement plan
- Install bi-polar ionization systems in county facility HVAC systems for cleaner air

Responsible Growth

- Create a Capital Improvement Plan to include a growth/space plan
- Expand cooperative purchasing memberships and share with county departments
- Oversee Grants:
 - Board of State and Community Corrections for COVID – 19 assistance
 - Procure and install ionization systems in current HVAC at county detention facilities
 - SACOG for Emission Reduction and Energy Conservation – Electric Charging Stations
 - Procure and install electric vehicle charging stations at county facilities
 - Self-Generation Incentive Program – PG&E awarded grant for backup batteries
 - Procure and install backup batteries at the Government Center

Economic Development

- Procure and maintain contracts for Countywide projects for maintenance and operations:
 - Secured contract for electrical
 - Secured contract for plumbing

Administrative Services

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- Secured contract for disinfecting
- Secured contract for handyman services
- Secure contract for inmate dental services
- Analysis of copier fleet for potential cost savings for departments
- Analysis of postal mail services for potential cost savings for departments
- Finalize 3-5 year plan for implementation of clean vehicles in county fleet

Organizational Excellence

- Revise the Purchasing Manual, Phase II
- Continue to develop and publish policies, procedures, and desk references
- Update the Admin Services EOC contacts prior to the next fire season
- Each staff member completes at least one additional professional development course
- Maintain process to measure solar power metrics on a quarterly basis
- Work with other departments to make Purchasing a strategic partner with the objectives of reducing risk and acquisition costs, and eliminate excess inventories that turn into surplus sales
- Educate, assist, and train departments in the RFP process
- Modify contract templates with updated codes, regulations, and policies

Pending Issues/Policy Considerations

FY 2021-2022

- No pressing policy issues

Airport

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130-9500	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$179,147	\$185,638	\$6,491
Services and Supplies	\$122,728	\$320,235	\$197,507
Other Charges	\$518,369	\$222,538	(\$295,831)
Fixed Assets	\$1,628,360	\$1,570,476	(\$57,884)
TOTAL EXPENDITURES	\$2,448,604	\$2,298,887	(\$149,717)
REVENUE			
Fed/State			\$0
Grant	\$1,348,855	\$1,449,562	\$100,707
Realignment			\$0
Fees/Misc	\$1,063,119	\$849,325	(\$213,794)
TOTAL REVENUE	\$2,411,974	\$2,298,887	(\$113,087)
FUND BALANCE	\$4,342	\$0	(\$4,342)
NET COUNTY COST	\$32,288	\$0	(\$32,288)

Program Description

The Yuba County Airport is a regional general aviation facility serving Yuba and Sutter counties and surrounding areas of north-central California. The primary runway is 6,006 feet, 150 feet wide, and the crosswind runway is 3,261 feet long. The Airport budget is maintained through an Enterprise Fund and operates as a business through its revenues generated from airport operations. There are approximately 106 leases, agreements, and permits in place at the Airport.

Accomplishments FY 2020-2021

Public Safety and Health

- Creatively augmented the limited extra help maintenance support, currently in budget for the airport, with one-stop resources to better serve the airport and our surrounding industrial and aviation community.
- Migrated Yuba County Airport (MYV) to the current FAA online NOTAM management platform.
- Airport runway/taxiway sweeping program implemented.

Responsible Growth

- Improved the overall solvency of the airport by working with delinquent renters and lessees to reconcile past due fees and charges.
- Remedied deferred maintenance on several hangars. All hangars now able to accommodate

Airport

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aircraft.

- Maintained aircraft hangar occupancy at 100 percent.

Economic Development

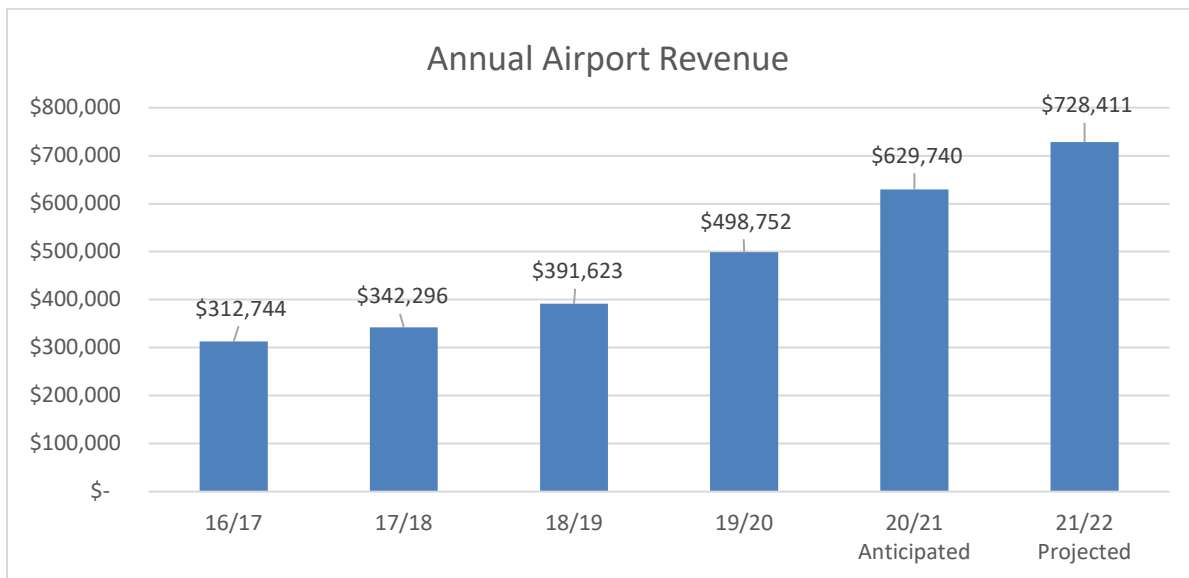
- Initiated pre-construction phase of the new taxiway project, linking Rice Aviation and, potentially, all contiguous parcels on the southwesterly border of the airport to Runway 14/32. Funded from a \$1 million EDA grant, Rice Aviation partnership and County share.
- Completed first round of FAA-sponsored CARES Act grant program.
- Closeout of 2018 \$3.8M grant by FAA for Airport Apron project.

Organizational Excellence

- Welcomed return of Airport Manager from other duties as assigned.
- Implemented airport equipment maintenance schedules and remedied years of deferred maintenance.
- Yuba County airport received FAA accolades regarding vegetation management, “best maintenance seen in decades.”

Performance Measures

FY 2020-2021

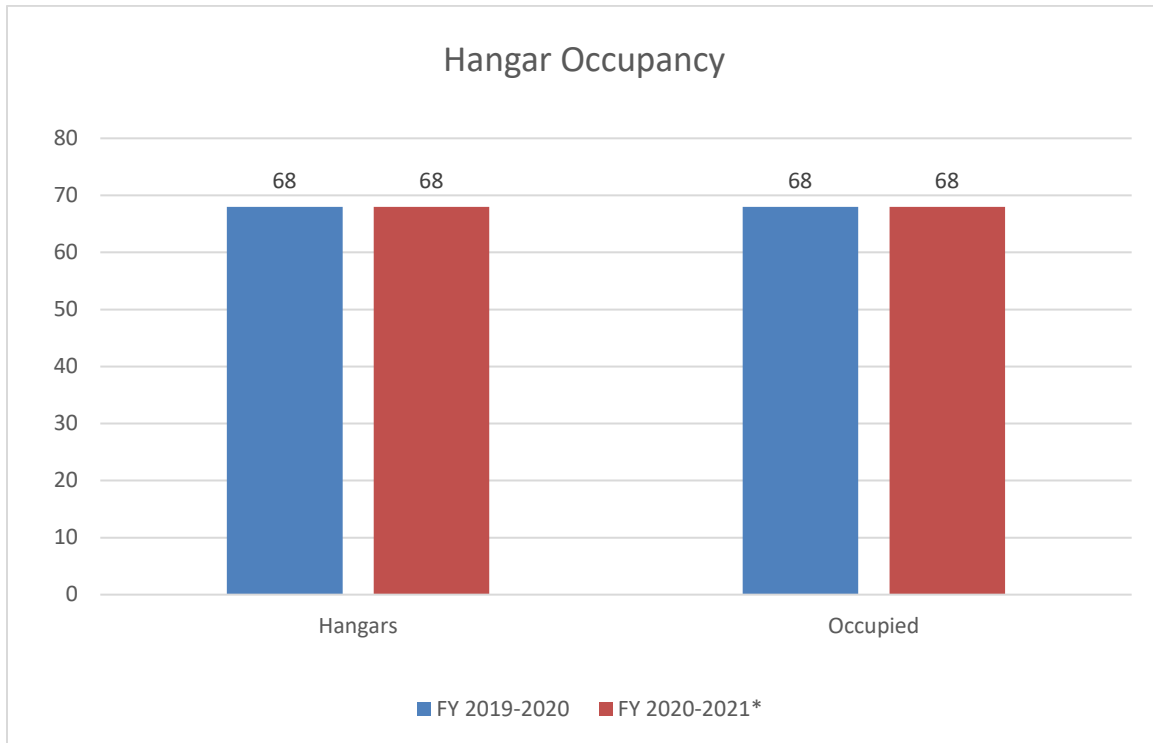


- Airport revenue doubled in the last five years.
- Fiscal Year 2020-2021 is projected to June 30, 2021 (Anticipated)
- Fiscal Year 2021-2022 is estimated (Projected)
 - FY 2020-2021 \$629,740.00 (26% increased from previous year)
 - FY 2019-2020 \$498,752.00
 - FY 2018-2019 \$391,623.00
 - FY 2017-2018 \$342,296.00

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- FY 2016-2017 \$312,744.00



- *Fiscal Year 2020-2021 is projected to June 30, 2021
- 68 total hangars at the Airport - 100% occupied
- There are 7 people on the waiting list for Hangars

Goals and Objectives FY 2021-2022

Public Safety and Health

- Build a navigable roadway inside the Airport perimeter fencing. This will improve access to all parts of the Airport property, aiding in security, surveillance, and inspection. This construction project will likely include the need to install culverts in the drainage ditches and swales on Airport property.
- Improve safety and security features, e.g., lighting, gate maintenance, communication/signage.

Responsible Growth

- Consider advertising arrangement and new monument sign at intersection of Skyway Drive and Arboga Road (northwest corner). Clean up existing signs in right-of-way that partially block visibility at this intersection.
- Airport business park face-lift. Existing monument sign at intersection of Melody Road and Arboga Road needs to be updated. Landscaping/xeriscaping around existing Melody/Arboga monument sign.

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- Analyze each expense, and evaluate and implement options to reduce operating costs.
- Identify new revenues to maintain self-sufficiency. Make every possible airport asset an income generator.
- Maintain hangar occupancy at 100%

Economic Development

- Partner with community and County Economic Development resources to build a vision, narrative and repository of land/building inventory, strengths, weaknesses, and opportunities.
- Pursue airport-based business opportunities, identify obstacles and concerns in order to mitigate, as possible.
- Make Yuba County Airport a destination for pilot training.
- Research/study the need for additional hangars. Recent turnover has been higher than in past years, however, demand continues to be steadily increasing.

Organizational Excellence

- Install vending machines for pilots to purchase snacks after hours and on weekends, and continue existing relationship with Aroma Catering (current restaurant building occupant) to partner (where possible) and assist in any way to establish restaurant hours and service.
- Partner with Agencies to leverage existing enforcement processes to help remove and/or manage obstructions/violations.

Pending Issues/Policy Considerations

FY 2021-2022

- Re-evaluate the Airport Maintenance Coordinator position and potentially bring it back to the airport as a full time position. Hangars, buildings, and grounds are currently in a state of repair that is trending upwards, however, it is a challenge given that the currently maintenance support is a part-time, extra help position with limited hours. Expanding the maintenance budget/team will allow for many more of the deferred maintenance items to be resolved.
- All leases novated since FY 19/20 have used the standard lease templates. A continued review of all other airport leases is needed. Historical Airport leases have varied degrees of standardization, often including inconsistent language regarding pricing, fees, and late charges. This requires Administrative Staff to pull each contract when this is a question from a lessee.
- Reclamation District 784 and TRLIA levee assessment fees continue to be a concern. It should be noted the Airport can only recover a small portion of the fees charged from Lessees, as the fees relate to the entire property of the airport. There are a total of 3 acres of buildings with 75 acres of airfield developed with 10 acres of road; for a total of 13.39 percent or 88 of the 657.2 acres of the airport developed. The remaining properties are open space or airport safety areas, and thus RD784 costs must be borne by the Airport. RD784 and TRLIA fees for Fiscal Year 2018-2019 were \$29,216, for Fiscal Year 2019-2020 they were \$80,937 and in Fiscal Year 2020-2021 they were \$83,223. These fees jumped significantly in FY 2019-2020 and continue trending up, resulting in a significant drain on the Airport's cash flow and will continue to result in a tight balance of revenue versus expenditures for the Airport's budgeted activities.
- Security and safety continue to be a challenge. The airport needs improvements in lighting, security gate updates/maintenance, communication/signage and possibly an onsite caretaker

Airport

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for afterhours and weekend monitoring and support.

- In 2005, during the construction of the airport pollution control facility, contaminated soil was discovered. The soil was stockpiled and a work plan for remediation created, but no action was initiated. The stockpile was repositioned away from the adjacent ditch and placed onto appropriate plastic sheathing with straw waddles to eliminate further contamination via water runoff. Explore options with Environmental Health and pursue the idea of moving this soil to the shooting range at Miller Day Hall.
- Yuba County Airport relies on a contract with a Fixed Base Operator (FBO) to provide support and services to on-field and arriving air craft and pilots (Airport Customers). This support is not only expected by aviators, it is required to ensure continuity of flight and most importantly, safety. Given historical and recent events, there is a need to revisit and possibly restructure Yuba County Airport customer service.

Buildings and Grounds/Custodial Services

Permindar Bains – Director

101-0900	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$1,573,823	\$1,622,031	\$48,208
Services and Supplies	\$1,295,405	\$1,286,465	(\$8,940)
Other Charges	(\$1,364,596)	(\$1,406,174)	(\$41,578)
Fixed Assets	\$792,154	\$1,100,469	\$308,315
TOTAL EXPENDITURES	\$2,296,786	\$2,602,791	\$306,005
REVENUE			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$2,181,518	\$2,478,372	\$296,854
TOTAL REVENUE	\$2,181,518	\$2,478,372	\$296,854
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$115,268	\$124,419	\$9,151

Program Description

The Buildings and Grounds Division of the Administrative Services Department provides both Building & Grounds Maintenance and Custodial Services to county facilities. The mission for the Building & Grounds Maintenance and Custodial Services Division is to provide a clean, safe, and healthy work environment for staff to conduct business with the public.

Buildings and Grounds Maintenance

The Buildings and Grounds Maintenance maintains the integrity of county buildings, equipment, and grounds, and provides a safe working environment. Currently there is a Facilities Manager, one Buildings and Grounds Supervisor, one HVAC Technician, one Senior Building Maintenance Technician, and four Building Maintenance Technicians to maintain our facilities. Their responsibilities include: heating & air conditioning, mechanical, electrical, plumbing, painting, carpentry, locksmith services, workstation modifications, remodeling, and a wide variety of miscellaneous maintenance related duties.

Buildings and Grounds Maintenance is also responsible for building access and security, emergency services support and keeping the facilities current to meet the Americans with Disabilities Act for accessibility. Buildings and Grounds Maintenance performs certain projects in-house, and which are determined by costs and workload. For projects requiring contractors, the Facilities Manager will work together with Administrative Services staff to procure and contract with local contractors in order to meet the scope, schedule, and budget.

Buildings and Grounds/Custodial Services

Permindar Bains – Director

Maintenance and related support is provided for all county owned and leased buildings:

- Government Center
- Sheriff Facility
- Juvenile Hall
- Courthouse
- Jail
- Library
- Animal Care Facility
- Day Reporting Center
- Team Center
- North Annex
- County Airport
- Packard Facility
- Victim Services Building

Custodial Services

The Custodial Services staff maintain cleanliness and sanitation of county buildings interiors, to provide a clean and healthy working environment for all county employees. There is currently one Custodial Supervisor, seven Building Maintenance Custodians, two full-time Limited Term Building Maintenance Custodians and five part-time extra help custodians. Their responsibilities include: emptying trash and recycle bins, dusting, vacuuming, disinfecting surfaces, wiping walls, sweeping floors, glass cleaning, refilling soap, paper towels, toilet paper, etc., and other routine cleaning tasks.

Of the eight permanent full time custodial positions, four and a half support the Government Center, Courthouse (except the Courts), and Library. The remaining three and a half support the Courts, Child Support Services, and Health and Human Services. Of the five part-time extra help custodians, one part-time extra help custodian supports the Victim Services Building and TEAM Center, two part-time custodians support the new Sheriff Facility, one part-time extra help supports the Office of Education, and one part-time custodian supports the Health and Human Services Department. The two Limited Term Full Time Building Maintenance Custodians are specifically assigned to disinfect the public areas and often-touched surfaces of all county facilities during normal business hours. Custodians may flex their assignments or hours to meet unforeseen circumstances, or as needed to meet county needs.

The Custodial Services staff also oversees the countywide co-mingled recycling program and the Universal Waste disposal program. Annually, the Custodial Services Division's efforts divert tons of discarded materials from landfills through our co-mingled office recycling project, and also diverts toxic materials through our Universal Waste collection and disposal program.

Custodial Services staff provides housekeeping services for several county departments located at:

- Government Center
- Sheriff Facility
- Courthouse
- Library
- Team Center
- North Annex
- Packard Facility
- Victim Services Building

Buildings and Grounds/Custodial Services

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Accomplishments

FY 2020-2021

Public Safety and Health

- Upgraded Government Center security camera system
- Installed new cardkey access program in five county facilities
- Coordinated and oversaw the Security Guards
- Completed Health Department Life Vest Loaner Station Installation Project
- Pigeon abatement at Sheriff's facility
- Improved outdoor lighting at Library
- Installed "touchless" restrooms at all County Facilities
- Upgraded Elevator at Courthouse
- Courthouse YORK chiller replacement
- Procurement phase for Jail ADA Improvements, Phase 4
- Completed "Phases 2 and 3" of the Jail ADA improvement plan
- HHSD Public Counter Remodeling Project
- HHSD emergency power improvements
- HHSD AC Unit Replacement Project
- Replaced new AC unit at courthouse 2nd floor courts server room
- Installed new humidifier in HHSD MDF Room
- Government Center Carpet Replacement Phase 1
- COVID – 19
 - Installed plexiglass barriers throughout County facilities and Sheriff's van
 - Installed 6-foot distance floor decals within County facilities
 - Disinfected County facilities twice a day for common touched surfaces
 - Installed Merv 13 filters to help reduce the spread of COVID – 19
 - Hired vendor to disinfect all County facilities once a week
 - Set-up trailers at the Fairgrounds for COVID – 19 positive quarantine individuals
 - Installed Elections Drop Box
- Deep clean carpet, and strip and wax floors

Responsible Growth

- Diverted over 10 tons of recyclable materials from landfills
- Diverted 3,000 pounds of toxic materials through our Universal Waste program

Economic Development

- Improved landscaping at Library to promote water conservation
- Promoted Yuba County with window clings at Government Center
- Procured contractors for projects and maintenance
- Provided training to staff

Buildings and Grounds/Custodial Services

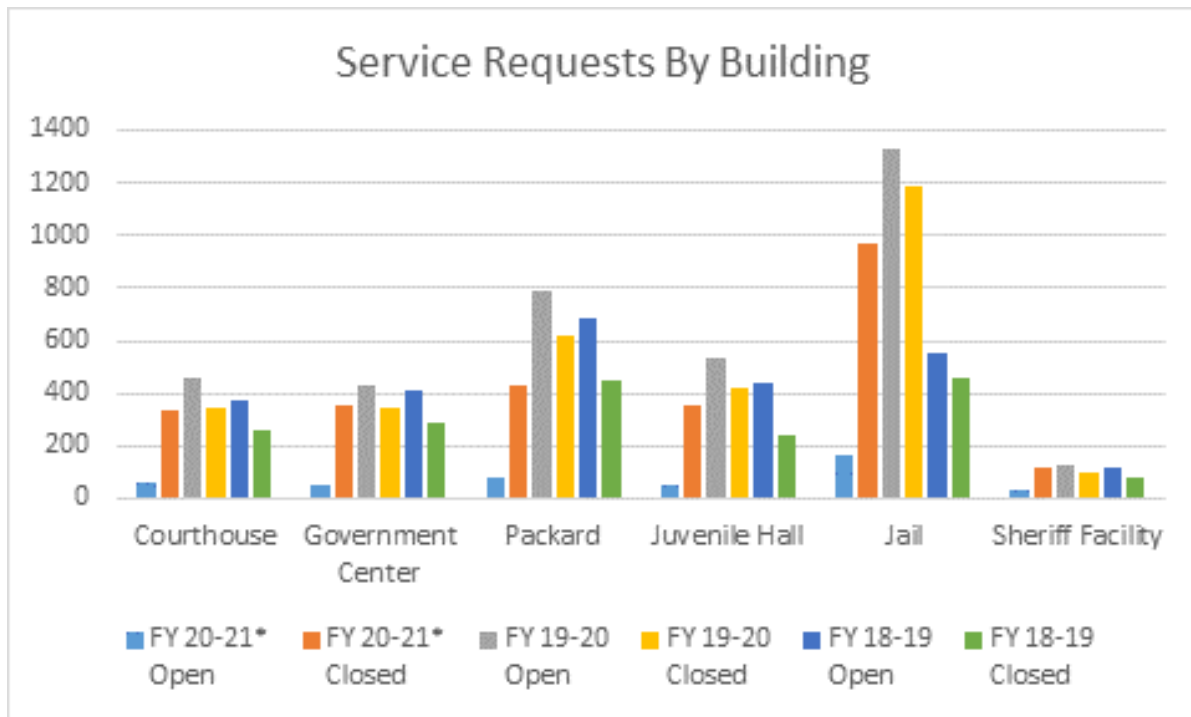
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Organizational Excellence

- Created Capital Asset Planning Log
- Implemented work order priority list
- Worked with Departments and Agencies to reduce costs and being efficient:
 - Courtroom Six Floor Feasibility Project
 - Courthouse Lobby Security Turnstile Project
 - Superior Courts 3rd Floor Improvement Project
 - HHSD/CSS remodel
 - Sheriff 2nd floor remodel for Code Enforcement

Performance Measures

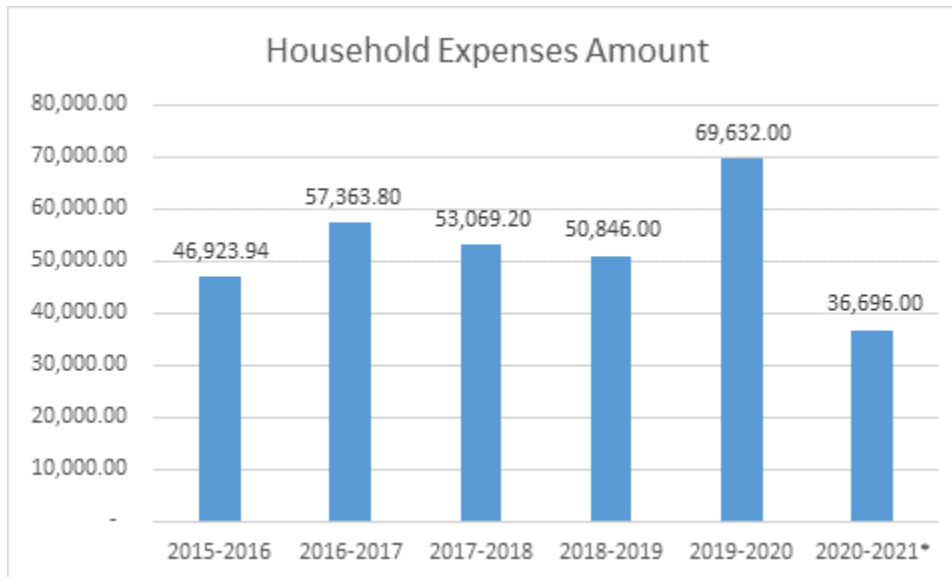
FY 2020-2021



- *Fiscal Year 2020-2021 is projected to June 30, 2021
- Total Service Requests Opened/Closed
 - FY 2020-2021 5,136/4,352 – 85% Completed (24% higher requests from previous year)
 - FY 2019-2020 4,158/3,411 – 82% Completed
 - FY 2018-2019 2,608/2,212 – 85% Completed
 - FY 2017-2018 2,938/2,603 – 89% Completed

Buildings and Grounds/Custodial Services

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Annual Custodial Service Household Expenses

- *Fiscal Year 2020-2021 is projected to June 30, 2021
 - FY 2020-2021 \$36,696.00 (53% lower from previous year)
 - FY 2019-2020 \$69,632.00
 - FY 2018-2019 \$50,846.00
 - FY 2017-2018 \$53,069.20
 - FY 2016-2017 \$57,363.80
 - FY 2015-2016 \$46,923.94

Goals and Objectives

FY 2021-2022

Public Safety and Health

- Courthouse C Street Sidewalk Improvement Project
- Construct Jail ADA Improvements, Phase 4
- Upgrade Jail Beds, Vents, and Fire sprinklers to "Ligature Free" Designs
- Victim Services Public Entrance ADA Improvement Project
- Courts 2nd Floor Carpet Replacement Project
- Sheriff Civil Department 2nd Carpet Replacement Project
- Government Center Carpet Replacement Phase 2
- HHSD Public Lobby Furniture Replacement
- Restore courthouse domestic water backflow device
- Replace E-2 exhaust fan in Courthouse
- Deep clean carpet, and strip and wax floors

Buildings and Grounds/Custodial Services

Permindar Bains – Director

Responsible Growth

- Continue to divert recyclable discarded materials from landfills
- Continue to divert toxic materials through our Universal Waste program

Economic Development

- Countywide Energy Conservation
- Countywide Water Conservation Plan
- Remodel Library
- Continue to provide training staff

Organizational Excellence

- Maintain Capital Asset Planning Log
- Continue to work with Departments and Agency to be more cost effective and efficient

Pending Issues/Policy Considerations

FY 2021-2022

- Develop long term plan to bring all county facilities in compliance with California ADA accessibility requirements

Capital Improvement

Perminder Bains – Director

Juvenile Hall Project 202-1210	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits			\$0
Services and Supplies	\$1,000	\$1,000	\$0
Other Charges	(\$15,284)	\$1,222	\$16,506
Fixed Assets	\$3,568,149	\$12,633,048	\$9,064,899
TOTAL EXPENDITURES	\$3,553,865	\$12,635,270	\$9,081,405
REVENUE			
Fed/State	\$2,179,000	\$11,103,000	\$8,924,000
Grant			\$0
Realignment			\$0
Fees/Misc	\$1,324,865	\$2,162	(\$1,322,703)
TOTAL REVENUE	\$3,503,865	\$11,105,162	\$7,601,297
FUND BALANCE	\$50,000	\$1,530,108	\$1,480,108
NET COUNTY COST	\$0	\$0	\$0

Jail Expansion Project 202-1220	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits			\$0
Services and Supplies	\$250	\$1,000	\$750
Other Charges	(\$6,576)	\$609	\$7,185
Fixed Assets	\$250,000	\$6,571,833	\$6,321,833
TOTAL EXPENDITURES	\$243,674	\$6,573,442	\$6,329,768
REVENUE			
Fed/State		\$6,571,833	\$6,571,833
Grant			\$0
Realignment			\$0
Fees/Misc	\$243,674	\$1,609	(\$242,065)
TOTAL REVENUE	\$243,674	\$6,573,442	\$6,329,768
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0

Capital Improvement

Perminder Bains – Director

Program Description

Administrative Services Department administers the County's Capital Improvement Program. These are large multi-year projects involving large sums of taxpayer money – grants funded by State and Federal programs – and are an investment in the County's future ability to serve our citizens.

Accomplishments

FY 2020-2021

Public Safety and Health, and Economic Development

Tri-County Juvenile Rehabilitation Facility

The Tri-County Juvenile Rehabilitation Facility is a three-county (Yuba, Sutter, and Colusa) regional project, with Yuba County acting as the lead agency. The facility is currently under construction at 938 14th Street in Marysville and will be able to accommodate 32 juveniles. Milestones achieved for Fiscal Year 2020-2021 include:

- Department of Finance approved our selected Design-Build Entity
- The Design-Build Entity received a Notice to Proceed
- Received approval for Grading plans from Public Works
- Ground Breaking Ceremony
- Design-Build Entity started construction
- Submitted Grading plans to the State Fire Marshall
- Received approval for the Building plans from the Building Department
- Submitted Building plans to the State Fire Marshall
- Monitor and control scope, schedule, and budget

863 Jail Expansion Project (Medical and Mental Health Facility)

The Medical and Mental Health Facility will be an extension to the existing Jail. The new facility will provide special use housing for inmates requiring specialized medical and mental health care, medical and dental clinical services, outpatient mental health treatment programs and staff work areas.

Milestones achieved for Fiscal Year 2020-2021 include:

- Received and recorded Ground Lease Agreement
- Received proposals from Design-Build Entities
- Scored, interviewed, and selected Design-Build Entity
- Executed Board of State and Community Corrections Agreement
- Department of Finance approved our selected Design-Build Entity
- Collaborating with the Design-Build Entity on the final design

ADA Compliance

Yuba County continues to identify and correct any issues related to ADA compliance. This year's goals were achieved by completing the following projects:

Capital Improvement

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Jail ADA

- Jail ADA Phase 3 compliance
 - Jail Medical - Shower stall remodel
 - Jail Medical - Grab bar and sink/toilet combos
 - Q1 cell – Toilet/sink combo
 - Q1 cell – Door widened
 - R Pod – Toilet/sink combos (3)
 - R Pod – Shower remodeled
 - Jail Yard – Toilet/sink combo

Victim Services Building ADA

- Working with owner to construct ADA ramps

Grants

- Applied for and was awarded Board of State and Community Corrections grant for COVID – 19 assistance
- Applied for and was awarded SACOG grant for Emission Reduction and Energy Conservation – Electric Charging Stations
- Applied for and was awarded PG&E grant for Self-Generation Incentive Program – Backup Batteries

Performance Measures FY 2020-2021

N/A

Goals and Objectives FY 2021-2022

Public Safety and Health, and Economic Development

Tri-County Juvenile Hall

- Continue with construction
- Monitor and control scope, schedule, and budget
- Meet quarterly with Tri-County Joint Powers Association
- Complete construction by July 2022

Jail Expansion (Medical and Mental Health Facility)

- Complete design and get approved plans for construction
- Acquire permits necessary to start construction
- Relocate existing utilities
- Start construction on the Jail Expansion
- Monitor and control scope, schedule and budget

Capital Improvement

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ADA Compliance

Jail ADA

- Complete Phase 4
- Complete solicitation and procurement for B Pod shower remodel
- Upgrade beds, vents, and fire sprinklers to “Ligature Free” Design

Victim Services Building ADA

- Go out to RFP for the construction of ADA Ramp
- Complete the ADA Ramp

Grants

- Follow grant requirements, complete project and submit reimbursement documents for SACOG grant
- Follow grant requirements, complete project and submit reimbursement documents for PG&E grant
- Research and apply for other potential grants

Pending Issues/Policy Considerations

FY 2021-2022

Tri-County Juvenile Rehabilitation Facility and Jail Expansion

- Need to closely monitor the schedules and timeliness to cash flow these two projects simultaneously.

ADA Compliance

- Funding the remainder of the CASP compliance items.