



County of Beaufort, SC Detention Center Needs Assessment and Feasibility Study

FINAL REPORT

March 20, 2017

MOSELEYARCHITECTS

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Section 1 - Beaufort County Detention Center Needs Assessment Executive Summary

SECTION 1.1 – SCOPE / TASKS TO PERFORM:

Moseley Architects was retained by Beaufort County in March, 2016 to perform a detailed evaluation and space planning service for the county's detention center needs per the Request for Proposals dated October 15, 2015.

The scope of our tasks for this project is as follows:

1. Overview of Beaufort County Criminal Justice System;
2. Inventory and assessment of current facility to determine the feasibility of expansion / renovation;
3. Conduct an inventory and assessment of the detention center to determine the physical condition and the conformance or non-conformance of the current facility with applicable codes and standards. If a detention center expansion is recommended and the current facility does not fully comply with ADA standards, Federal, State, and local codes and regulations, describe how the detention center expansion will comply, and if current location will support the expansion. Describe the appropriateness or inappropriateness of the detention center to its current use. Analyze the ability of the existing facility to meet current and future demands. Describe the adequacy or inadequacy of the support areas (laundry, food service, storage, medical, visitation, etc.). Identify whether these areas will support a detention center expansion;
4. Data gathering and analysis from owner-provided information;
5. Forecasting capacity requirements for 50 years in 10 year increments;
6. Space and operational requirements for a future facility;
7. Location of a new facility within Beaufort County and land requirements with site evaluation;
8. Project cost for a future facility to include operations and maintenance;
9. Project schedule with critical path;
10. Public relations plan;
11. Preparation of a final Needs Assessment Report.

SECTION 1.2 - BACKGROUND OF THE PROJECT:

The Beaufort County Detention Center operates one main facility located at 104 Ribaut Road, Beaufort, South Carolina 29901 and is under direct supervision of Beaufort County Council. Beaufort County, South Carolina is located on the southernmost portion of South Carolina's coastal region. Beaufort County's total population is estimated at 179,600 residents with well over a million tourists visiting in a year. The Beaufort County Detention Center desired to conduct a Needs Assessment Study to determine current and future adult and juvenile capacity requirements and costs associated with the construction of a new facility using Federal, State, Local Codes and Regulations, South Carolina Minimum Standards, American Correctional Association Accreditation Standards, National Commission on Correctional Healthcare Standards, National Institute of Corrections, American Jail Association Standards, and Prison Rape Elimination Act (PREA) Standards. The present average daily population (ADP) for calendar year 2014 was 203 inmates. The present facility was designed and built in 1991 (25 years old) as a direct supervision facility with some in-direct supervision housing units. Direct Supervision stipulates that an officer must remain inside a housing unit, while in-direct housing allows the officer to observe unit(s) from a secure control room. Total rated capacity for the present facility is 255.

SECTION 1.3 - PROCESS:

The effort required the work and dedication of the following Beaufort County stakeholders that represented the Planning / Work Committee:

- Joshua Gruber – Deputy County Administrator
- Phil Foot – Public Safety Director
- Mark Roseneau – Facilities Director
- Andrea Atherton - Engineering
- Quandara Grant – Detention Administrator

A kickoff meeting was held to discuss concerns and goals for the study from each stakeholder represented, establish lines of communication, share jail confinement data, gather existing facility drawings and specifications, issue space planning questionnaires to be filled out by key user groups in the facility, and establish study completion schedule.

Once the stakeholder space planning questionnaires were completed, the team held on-site meetings to discuss these forms individually in a personal interview format. Seven review forms were completed and incorporated Jail Operations, Administration, Classification, Training, Shift Supervisors, Security, and Intake.

Our engineering and architectural team toured the existing facility and made observations and researched / documented life-cycle systems in the building.

After the needs analytics were performed based upon the jail confinement data provided by the County and a recommended jail size and core was established that would either be added on to the existing campus or in a replacement facility on a remote site, an Architectural Program document was prepared listing individual spaces and square feet needed. Several options were identified to satisfy an ultimate capacity of approximately 900 – 1000 inmates to meet future needs.

Option A was identified as an addition to the existing campus that replaced the current under-sized jail “core” and added an additional 448 jail beds and 900 bed new “core”. This represents a 50 year projected bed need (total of 703 beds) . The option includes the renovation and selected demolition of the existing facility on the Ribaut Road location. The Author Horne Building would need to be demolished to accommodate this option.

Option B was identified as an addition to the existing campus similar to Option A, but instead located across from Duke Street, requiring that road closure and purchase / relocation of existing public housing. An elevated connector to the existing facility will also be required.

Option C was identified as a complete replacement facility on a remote site to-be-determined of approximately 20 acres and an initial capacity of 700 beds with a “core” size of 900 beds. This represents a 50 year bed need projection. The existing detention facility could be demolished or re-purposed for other County uses.

Option D is similar to that of Option A but with less initial beds – reducing the number to a 25 year projected need of 240 new beds along with the existing 255 for a total capacity of 495 beds.

Option E is similar to that of Option B but with less initial beds – reducing the number to a 25 year projected need of 240 new beds along with the existing 255 for a total capacity of 495 beds.

Option F is similar to that of Option C but with less initial beds – reducing the number to a 25 year projected need of 510 new beds at a remote site.

For each of these options, schematic drawings were prepared and studied. Options A, B, D, and E were by necessity a “vertical” option, wherein the jail replacement “core” spaces such as intake and booking, kitchen, laundry, etc. were located on the ground floor, and most of the inmate housing areas are located on an upper floor level. The overall massing of this design would be approximately 45 feet tall. Options C and F allowed the jail to be functionally located all on a single level, resulting in some staffing efficiency in this design.

Estimates of probable construction and total costs were then prepared for each option under consideration.

SECTION 1.4 - FINDINGS / RECOMMENDATIONS:

1. According to our Jail Bed Need Projections, Beaufort County will need a total of approximately 700 beds by the year 2065 (used for options A,B,C). A 25 year need is approximately 520 beds (used for options D,E,F). The team determined that for the likelihood of exceeding our projections given the rapid rate of growth the County is expecting in the coming years, a wise planning size for the ultimate design capacity of the new “core” spaces (laundry, kitchen, storage, etc.) should be 900 beds.
2. The Option A program of spaces came out to a total size of 132,172 square feet, Option B is larger due to a necessary connector bridge across Duke Street and is 133,117 square feet, and Option C is 182,385 square feet due to this being a total replacement option. The options using a shorter projected need horizon of 25 years were as follows: Option D - 101,284 square feet, Option E - 102,229 square feet, and Option F - 151,025 square feet. These were programmatic square feet used to block out and work within for general planning purposes.
3. Upon actually laying out a proposed design plan that also served to satisfy the operational criteria, classification needs, and jail standards, the revised square feet for each option was honed down as follows for the 50 year projection options: Option A – 117,500 SF (14,672 SF less than program), Option B – 118,200 SF (14,917 SF less than program), Option C – 165,200 SF (17,185 SF less than program). For the 25 year projections options, the actual drawing square feet are as follows: Option D - 97,000 SF (4,284 SF less than program), Option E – 97,700 SF (4,529 SF less than program), and Option F – 139,700 SF (11,325 SF less than program).
4. Option’s A, B, D, and E include extensive renovations to the existing facility to bring the building up to current jail and accessibility standards, as well as replacing aging systems our engineering team identified. These are explained in further detail in Section 3 of this report. Our lump sum estimate to bring the existing facility up to current requirements is \$3,000,000.00. Option’s C and F allow the current Detention Facility to either be re-purposed or demolished and other County Facility needs placed on this location.
5. The final opinion of probable cost for each option is as follows and includes 10% contingencies, property acquisition costs if applicable, demolition, FFE, testing, miscellaneous fees, and existing facility upgrades if option A or B is chosen. The cost for **Option A** is **\$44,375,280.47**; **Option B** is **\$45,809,389.84**; **Option C** is **\$56,902,432.81**; **Option D** is **\$37,879,143.75**; **Option E** is **\$39,313,253.13**; and **Option F** is **\$48,722,571.88**.

Section 2 – Detention Bed Needs Projections

SECTION 2.1 – HISTORICAL TRENDS IN AVERAGE DAILY DETENTION CENTER POPULATIONS:

An analysis of the historical trends the Beaufort County Jail’s average daily population (ADP) can serve as a great indicator of the need for future bed-space and subsequent new jail construction. The ADP reflects the average number of offenders being housed and is used to establish a baseline figure for future bed-space needs. The ADP for Beaufort County Jail over the past ten (10) years is reflected in Table I below:

| Table I | |
|---------|-----|
| YEAR | ADP |
| 2006 | 288 |
| 2007 | 300 |
| 2008 | 338 |
| 2009 | 281 |
| 2010 | 215 |
| 2011 | 223 |
| 2012 | 233 |
| 2013 | 205 |
| 2014 | 203 |
| 2015 | 183 |

As indicated by these figures, the ADP decreased by 155 inmates from 2008 to 2015 as a result of law changes, inmate management methods and the decrease in ICE inmates. This growth rate is much lower than the growth in the general population of the County. It must be stressed that these figures are only representative of the **average** daily population. The numbers contained in Table I do not reflect times when the population was much higher than the recorded average, called “peaks,” or times when it was much lower, which are classified as “valleys.” When considering the total number of new beds needed, whether to construct a new facility, or add bed-space to your existing facility, peaking must be taken into account. Adjusting for peaking factors will allow the County to reasonably accommodate the large number of inmates that may be admitted at certain times. This is especially true when peaks occur with some degree of frequency. Furthermore, it is extremely advisable that planning for sufficient housing at times when the offender population has peaked is provided for. Often, local government officials fail to accommodate for these peaks and find themselves faced with costly lawsuits filed by inmates claiming the conditions of confinement are inadequate due to overcrowding.

| Beaufort County Population Projections provide by SC Population Census Data | |
|---|------------|
| YEAR | POPULATION |
| 2015 | 179589 |
| 2020 | 189500 |
| 2025 | 202400 |
| 2030 | 215300 |
| 2035 | 228569 |
| 2040 | 242656 |
| 2045 | 257611 |
| 2050 | 273488 |
| 2055 | 290343 |
| 2060 | 308237 |
| 2065 | 327233 |

We also look at the County growth trends in terms of general population projections and use this data to form a mathematical statistical relationship with inmate admission rates in the Detention Center. The table above represents Beaufort County’s expected growth over the term of our study. This anticipates the County almost doubling in residents over the next 50 years. In fast growth areas such as Beaufort County, our experience has shown that these projections typically are very conservative, and actual growth may far exceed these projections. This also does not take into account the substantial increase in population during the tourist season.

SECTION 2.2 – OFFENDER ADMISSIONS (BOOKINGS):

One of the first steps in computing long-range projections is to calculate the **projected ADP** for the local correctional system. This requires information related to the historical and projected number of offender admissions and the average length of stay (ALOS) of inmates. In order to compute the number of **projected admissions**, the historical number of admissions has to be determined. The below chart indicates historical admissions as well as historical county population for that corresponding period.

| Table II | | |
|----------|------------------------------|---------------|
| YEAR | Number of Offenders Admitted | Co Population |
| 2006 | 6754 | 144190 |
| 2007 | 7166 | 147970 |
| 2008 | 7536 | 152164 |
| 2009 | 7317 | 155125 |
| 2010 | 5590 | 162233 |
| 2011 | 5424 | 164217 |
| 2012 | 5351 | 168016 |
| 2013 | 5126 | 171838 |
| 2014 | 5066 | 175852 |
| 2015 | 5266 | 179589 |

From the information reflected in Table II above, a projected admission rate for the Beaufort County Jail can be calculated. This is computed by dividing the County's population for the years 2006-2015 by the admissions into the jail and multiplying the result by 10,000 to obtain the overall admission rate for each 10,000 population. Normally the highest admission rate is then multiplied by projected County populations and divided by 10,000 to derive the projected offender admissions from 2020-2065. However because of the noticeable change in admissions over this 10 year period the average admission rate was used to produce what we feel is a more accurate projection.

Table III below reflects the historical (or actual) admission rates and projected admission for the Beaufort County Jail.

| Table III | |
|--|-----------------------|
| Actual Admission Rates 2006-2015 | |
| Year | Admission Rate |
| 2006 | 468.4097372 |
| 2007 | 484.2873555 |
| 2008 | 495.2551195 |
| 2009 | 471.410624 |
| 2010 | 344.5661487 |
| 2011 | 330.2946711 |
| 2012 | 318.4815732 |
| 2013 | 298.3042168 |
| 2014 | 288.0831608 |
| 2015 | 293.2250862 |
| Projected Admissions in 5 yr Increments through 2065 using Avg Admission rate of (379.2318) | |
| 2020 | 7186 |
| 2025 | 7676 |
| 2030 | 8165 |
| 2035 | 8668 |
| 2040 | 9202.28154 |
| 2045 | 9769.42276 |
| 2050 | 10371.5172 |
| 2055 | 11010.719 |
| 2060 | 11689.3151 |
| 2065 | 12409.7334 |

SECTION 2.3 – AVERAGE LENGTH OF STAY (ALOS):

Determining the Average Length of Stay (ALOS) is critical to bed-space projections. While the number of offender admissions is a factor used to project future bed-space needs, the ALOS has a greater impact on bed-space. The amount of time that inmates are incarcerated while awaiting trial directly impacts available space and forecasted future needs. The longer the ALOS, the greater is the need for bed-space.

The average length of incarceration for an offender prior to release can be shown below in Table IV.

| Table IV | |
|---|-------|
| Beaufort County's Average Length of Stay (ALOS) | |
| 2006 | 15.58 |
| 2007 | 15.28 |
| 2008 | 16.37 |
| 2009 | 14.01 |
| 2010 | 14.03 |
| 2011 | 15.00 |
| 2012 | 15.89 |
| 2013 | 14.59 |
| 2014 | 14.62 |
| 2015 | 12.68 |

In this case, the ALOS was 14.80 days during the 10-year study period. Due to the importance that ALOS plays in bed-space projections, all efforts should be made to reduce the amount of time that inmates are incarcerated prior to trial and sentencing, especially after additional beds are available.

The increase at times in the ALOS does not necessarily indicate slowdowns in your criminal justice system. The offender type has changed greatly over the past 10 years. The number of offenders that are charged with more serious crimes has increased, which has caused longer incarceration times and ALOS may increase. Normally this causes the jail to become overcrowded. In an effort to relieve overcrowding, lesser offenders are expedited through the system, which also has an impact on increased ALOS.

During this 10 year period Beaufort County's ALOS is consistent with many other counties we have seen in SC. It is obvious that the jail staff has been staying on top of inmate length of stay and has taken measures to help maintain a constant level. This may have been achieved by great communication between the Detention Center and the courts/ Solicitor's office. This is a very time intensive task and must be addressed daily in order to maintain a manageable ALOS.

SECTION 2.4 – PROJECTED DETENTION CENTER CAPACITY:

The ADP alone cannot be used to determine the total bed-space requirements. Additional space must be allocated to include peak admissions (highest admissions) and classified bed space for specific categories of inmates. To accommodate these occasions, a peaking factor must be determined. Dividing the highest average one-day population to date by the ADP for that period provides the peaking factor. The peaking ratio for the Beaufort County Jail averaged 1.19 during the study years. This was used to calculate the number of beds needed for peaking. Calculation of the peaking ratio is shown in Table V below.

| Table V | | | |
|---|--------------------|-----------------------------------|---------------|
| Beaufort County Jail Calculation of Peaking Ratio | | | |
| YEAR | ADP for Study Year | Highest Population for Study Year | Peaking Ratio |
| 2006 | 288 | 317 | 1.10 |
| 2007 | 300 | 322 | 1.07 |
| 2008 | 338 | 405 | 1.20 |
| 2009 | 281 | 394 | 1.40 |
| 2010 | 215 | 300 | 1.40 |
| 2011 | 223 | 292 | 1.31 |
| 2012 | 233 | 240 | 1.03 |
| 2013 | 205 | 232 | 1.13 |
| 2014 | 203 | 211 | 1.04 |
| 2015 | 183 | 232 | 1.27 |

SECTION 2.5 – CLASSIFICATION ANALYSIS:

Separate housing is needed for such reasons as disciplinary, separating co-defendants, protective custody, medical isolation, etc. This additional space, referred to as “classified” is calculated by adding an additional 20% to the forecasted number. The ADP, coupled with the peak and classified factors, provides the basis for determining the actual number of beds that will be needed, provided there are no changes in sentencing or other confinement laws that impact bed needs.

Table VI illustrates projected ADP for the Beaufort County Jail, the classified population (ADP increased by 20%), and the peaked and classified population (classified multiplied by the peaking ratio) projections through the year 2065. These projections reflect the future growth of the Beaufort County Jail.

The table is based on the assumption that everything stays the same in the criminal justice system and that there are no changes in sentencing laws.

| Table VI | | | | |
|--|----------------|------------------------|------------|---------------------|
| Beaufort County Forecasted Population using ALOS of 1.19 | | | | |
| YEAR | FORECASTED ADP | CLASSIFIED ADP (+20 %) | PEAKED ADP | CLASSIFIED & PEAKED |
| 2020 | 291.55 | 349.85 | 56.79 | 406.65 |
| 2025 | 311.40 | 373.67 | 60.66 | 434.33 |
| 2030 | 331.24 | 397.49 | 64.52 | 462.02 |
| 2035 | 351.66 | 421.98 | 68.50 | 490.49 |
| 2040 | 373.33 | 447.99 | 72.72 | 520.72 |
| 2045 | 396.33 | 475.60 | 77.20 | 552.81 |
| 2050 | 420.76 | 504.91 | 81.96 | 586.88 |
| 2055 | 446.69 | 536.03 | 87.01 | 623.05 |
| 2060 | 474.22 | 569.07 | 92.38 | 661.45 |
| 2065 | 503.45 | 604.14 | 98.07 | 702.22 |

The classified and peaked projections reflect the highest offender population that the Beaufort County Jail may expect to have on any given day. This is the worst-case scenario, allowing for proper classification and separation developments, not the average. The forecasted and classified projections are more likely to reflect the actual number of detainees being housed in Beaufort County Jail.

Based on the projections above, a total of 702 beds would be needed to meet the classification and peaking requirements through the year 2065. Should jail use increase significantly or should Beaufort County grow faster than state projections suggest, jail bed space needs could grow at a much faster rate. Growth should expect to exceed these projections should the ALOS or the number of admissions increase. The overall county population growth is rapidly growing at an alarming pace and it would not be uncommon to see jail growth trends follow suit.

SECTION 2.6 – CONCLUSION / RECOMMENDATION:

The Beaufort County Jail has a rated capacity of 255 with an operational capacity of 191. Over the past 10 years the jail population has exceeded on average the operational capacity 9 out of the last 10 years. Based on standards from the National Institute of Corrections, in order to properly classify the inmate population, the jail is actually full at 75% of rated capacity (which is 191.25.) Although the Detention Center and Criminal Justice System in Beaufort County has done an excellent job to maintain lower jail population, it is easy to see that overcrowding has been a constant problem.

This Jail population analysis and projection was produced using a methodical method following the National Institute of Corrections (NIC) guidelines that included site visits; the collection of jail data, admissions, release, and average daily populations over a 10-year period; classification concerns; high and low daily populations; and additional jail data. No consideration was given to potential confinement law changes, sentencing law changes, etc., but on standards, rules, and laws where historical data was available. County population projections were collected from the SC Census and were used in these projections. Historically these county population projections are very conservative and often surpassed in true county population growth. As such, bed need projections found in this study are also conservative. Utilizing the projected bed need using the ALOS along with the conservative projections in county population growth may result in overcrowding well before the projected date, therefore utilizing the projections in Table VI, our recommendation is to either provide for a 25 year projected need of approximately 500 beds at a minimum, or construct a 50 year projected need of 700 beds. A build-out “core” needs to be designed to accommodate an ultimate capacity of approximately 900 beds for either option chosen.

Section 3 - Existing Detention Facility Engineering Assessment

SECTION 3.1 – ELECTRICAL SYSTEMS ASSESSMENT:

The yearly energy cost is roughly \$240,000 per year. The facility has 84,000 square feet. The largest demand load record by South Carolina Energy and Gas Company (SCEG) was on July 2015 for 383KW. The existing Square D switchboard is 1600amps @ 277/480volt, 3-phase, 4-wire. The maximum load that can be applied to the switchboard is 1280 amps. The largest recorded load is 523 amps. In accordance with NEC article 220.87 there is 625 amps available capacity in the existing electrical system. There is one space available in the switchboard for future loads. There is no available space adjacent to the switchboard to add an additional section. All wiring is copper in metal raceway.



The existing emergency generator is 350KW at 277/480volt, 3-phase, 4-wire. There are no reported issues with the generator. The generator functions fine when periodic power outages occur. Based on the largest demand load of 383KW, the generator is at full capacity to serve the building. The generator will need to be replaced for future loads.

The diesel fuel is in a separate fuel tank adjacent to the generator. The fuel tank is located in a concrete outer containment enclosure in the event of a fuel leak. The containment enclosure has a sump that drains to the site storm system according to the

existing drawings. The drain to the site storm system should be removed and the leaked fuel collected and handled per EPA requirements.

The jail has experienced nuisance tripping of circuit breakers when cleaning equipment is plugged into service receptacles in corridors or dayrooms. The circuit breaker ratings should be checked against the equipment ratings before operating.

The lamps and ballasts in the light fixtures have been replaced with T8 lamps and electronic ballasts. There are no reported issues with light fixtures beyond routine maintenance. We observed non-institutional strip light fixtures with exposed lamps in inmate areas. The below photo is taken in the corridor leading to inmate processing and infirmary. The door was open and an inmate had access to the room. Receptacles in inmate areas have standard commercial cover plates and not the institutional cover plates. The photo below is a receptacle in a dayroom.



The existing Fire-lite fire alarm system is located in the main control room. The owner reported no operational issues with the system. The smoke detectors in the cell chases have been modified. Smoke diverting dampers have been installed to divert the smoke toward the smoke detector. The system is maintained by H2 Systems.



A lightning protection system is provided on the roof.

SECTION 3.2 – MECHANICAL SYSTEMS ASSESSMENT:

The existing facility is served by packaged rooftop units with direct expansion (DX) cooling and natural gas-fired heat. The units were installed in 2001 replacing the original units and are planned to be replaced again in the next year or two. The rooftop units are requiring replacing due to the facility being located in close proximity to the coast and the salt air is corroding the units. The units need to be replaced with high end units constructed to resist the corrosive nature of the salt air. In addition, the existing units do not provide adequate humidity control in the facility.



Existing Rooftop Unit



Corrosion on Condenser



Corroded Birdscreen on RTU

The facility felt humid upon entering it and there were numerous signs of moisture in the building with the most prevalent being the warping of the ceiling tiles in the dayrooms. There were no indications or observations of any mold growth in the building; however concerns about indoor air quality remain based on the other observations.

The existing ductwork, diffusers, and grilles appear to be original to the building and are generally in poor condition. With them being over 25 years old, they are reaching the end of their serviceable life and are in need of replacement.



Existing Grille



Existing Ductwork

A smoke purge system serves the facility which does not meet the current building codes. The current codes require an engineered smoke control system for protection of the occupants during an event, not just a manual purge system for removing smoke after an event. The smoke control system is required to be activated automatically by the fire alarm system.

Two cells in the Medical Area have been converted to negative pressure isolation cells. UV lights have also been added to the ductwork serving these cells.

SECTION 3.3 – PLUMBING SYSTEMS ASSESSMENT:

The entire facility is served by an existing 6" domestic water service with an underground vault on site that houses the water meter and backflow preventer. From there, the water line splits into two 4" lines with one serving the Support Building and the other serving the Housing Units. An aboveground storage tank that is approximately 2,000 gallons provides a backup water supply during emergency situations. The service piping appears original to the building and is in fair condition.

Two domestic hot water systems serve the facility; one serves the Support Building while the other serves the Housing Units. Both systems consist of a natural gas-fired domestic hot water boiler and storage tank configuration. The boilers and storage tanks appear to be original to the building and are in poor condition.



Existing Domestic Boiler

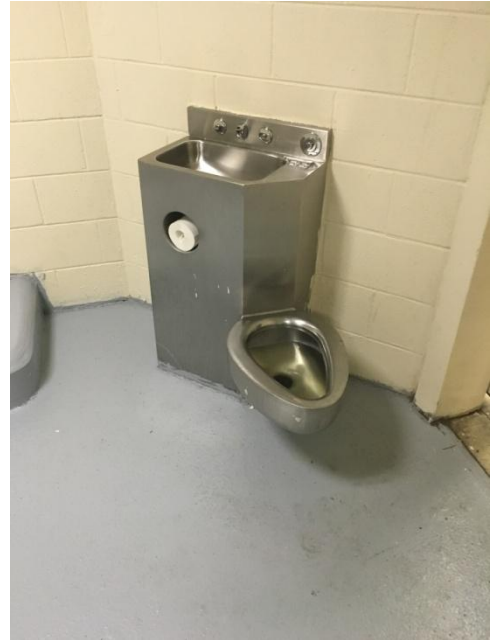


Existing Storage Tank

The existing plumbing fixtures are in fair condition while some of the fixtures in the cells have been replaced in the past few years. The distribution piping appears to be original to the building and is in fair to poor condition. With them being over 25 years old, they are reaching the end of their serviceable life and are in need of replacement.



Existing Fixture in Cell



Existing Fixture that has been Replaced



Existing Piping and Valve



Existing Piping in Chase

SECTION 3.4 – FIRE PROTECTION SYSTEMS ASSESSMENT:

An existing 8" fire service line feeds the facility with it splitting into two 6" lines with one serving the Support Building and the other serving the Housing Units. The existing fire service lines enter each building in the mechanical room and are equipped with backflow preventers. The piping and backflow preventer appear original to the building and are in fair condition.



Existing Fire Service and
Backflow Preventer

Each building is served by a wet pipe sprinkler system that appears to meet the requirements of NFPA 13 in terms of coverage. One system serves the Support Building while the other serves the Housing Units. However, with the facility being served by a smoke purge system and not a code required smoke control system, each building's sprinkler system only has one riser/zone control assembly. Per code, the system is required to have a riser/zone control assembly associated with each smoke control zone.

SECTION 3.5 – DETENTION AND SECURITY SYSTEMS ASSESSMENT:

Closed Circuit Television (CCTV)

(46) cameras on main system. Main system consists of analog cameras, multiple Pelco quads, Phillips Allegiant Matrix and Exacq DVR's.



There are also an additional 4 cameras that come directly to Central control to connect to a Pelco 4104 DVR and monitor for recording and viewing of those 4 cameras separate from the main system.



Card Access

There is not a card access system used on the doors. There are a handful of Admin type doors that use Trilogy type keypad/lock door hardware... but these are stand alone locks that must be programmed individually for pin numbers.

The only badges used in the facility are for card readers used to log on and off of the TS control system. Because this is the only system that requires a card "badge" ... officers often lose or forget their cards and then must work off the log in of the officer from the shift before. They would prefer just a user name and password set up for log in.

Intercom (IC)

Dukane amps are used with PLC controlled relays to allow IC communication with the TS control stations. *(It should be noted that replacement parts for Dukane are becoming*

much harder to find) Future replacement of the entire intercom system is highly likely.



To replace the Dukane intercoms with a Harding intercom it would require some re-programming by your current integrator. However you may be able to replace just the amplifiers and relay boards without having to make such a detailed programming change. Replacement of amplifiers or relay boards would require some wiring and mounting changes in the equipment racks as there is no direct replacement for the Dukane parts.

If the county elects to update and change security systems that would be the best time to replace the intercom system as well.

Pods with direct supervision do NOT have IC in the cells. (A1, A2, B1 and B5 do Not have IC in Cells. B2, B3 and B4 do have IC in cells.)

Touch-screen (TS) & Programmable Logic Controller (PLC)

System uses an Allen Bradley PLC with TS using Stanley software and programming.



The following are TS control locations.

1. Sheriff's Building – originally had a TS with ability to serve as a fallback position for complete control of the jail. This system according to county personnel is tested on a regular monthly basis and appears to be in good working condition.
2. Central Control – main control room with ability to control the entire facility. Local areas maintain control unless it is given or taken by Central.
3. Wing Control – has ability to control all housing pods. Is the main local control location for pods B2, B3 and B4. Wing control can take or receive control for the other housing pods as needed. Control rolls over to Central when Wing control is not logged in.

4. Pod control – (4) has control of only the pod they are located in. Pods A1, A2, B1 and B5 all have local TS control. Control rolls over to Wing Control when pod control is not logged in.
5. Medical – this TS is no longer used and was removed. It only controlled the one door coming into medical and they didn't like that. Booking and Central control that door and the Medical TS was removed years ago.
6. Booking – has control of Entry door and Medical (Holding cells are manual key doors).
7. Lobby – has control of doors to courtroom only.

Director's Office

Has a CCTV monitor with Phillips keyboard for viewing cameras on the Matrix.
Has a computer with Exacq vision viewing software to see all the cameras on the Exacq DVR's

Security Office

Has a computer with software for badges used to log on to the TS's.
Generate guard tour reports. Guard tour is done view hard wired push buttons to the PLC. *(Note that this type of watch tour system is almost impossible to expand upon)*

Main Equipment Room

Has raised floor.
Has 4 equipment racks. 1 for CCTV, 1 for IC and 2 for PLC/relays.
Room has cooling issues... door has to be kept open to prevent overheating of equipment.

Wing Equipment Rooms

Has 2 equipment rooms. 1 in A wing and 1 in B wing. Each equipment rooms has 2 racks. *(Should be noted that should additional capacity be added that space is very limited)*

Booking Area

Cells H1 and H2 have cameras. Cells H3 and H4 do not have cameras. None of the holding cells have IC's. All the cell doors have manual key locks. *(This does not comply with current SCDC standards for two-way communication)*

Medical Area

Cells M1 and M2 have cameras and IC's. Locks on cells are key only.

Duress Alarms

Duress buttons are located in Medical areas and Attorney Visitation rooms have duress buttons (3 total, one per room)

Doors and Hardware

As reported by the owner, there are continuous issues with locks and door hardware. These electrical mechanical doors are starting to have problems from the life and the constant wear. Many of the doors hardware is also starting to show extreme wear as well.

Obviously noted on the exterior doors of the building. These doors and hardware have been constantly weathered and have obvious signs of rust and erosion that may be very difficult to repair if at all. There is stress damage to much of the door hardware throughout the building from the constant use. IE: door hinges, no door sweeps in some areas, just normal wear and tear from all of the constant use.

Conclusion

As noted most systems appear to be well maintained and regular PM should continue to be performed on all MEP and Electrical systems. As reported by the owner the HVAC systems experience system failure during high peak times and have been costly to maintain. Should any additional areas get added then either a totally new replacement HVAC system or additional units will be required to maintain adequate coverage. Many of the MEP systems are reaching the end of their life expectancy and will require replacement over the next few years if regular PM is not aggressively performed. The exterior doors that were identified under the Door and Hardware section of this report should be replaced in the very near future. This can and will cause a security issue if not addressed. It was obvious that the county has attempted to take care of all of the systems to maximize the life of each system and has performed preventive maintenance on a regular basis and should be commended for their efforts. However the infrastructure of the systems that have not already been replaced show a great deal of wear and replacement is almost inevitable at some point.

Section 4 - Detention Center Program of Spaces

SECTION 4.1 – OPTION A, 900 BED NEW CORE AND 448 NEW JAIL BEDS:

This program represents a projected 50 year jail bed need on the current site on Ribaut Road. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing Arthur Horne Building adjacent to the Sheriff's Law Enforcement Facility.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION A - 440 NEW BEDS - 255 EXISTING - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 9,520 | 1.35 | 12,852 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 57,530 | 1.35 | 77,666 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| | | | |
| SUBTOTAL DETENTION | 97,905 | | 132,172 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| | | | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 132,172 |
| (Total Base NSF/Total Building GSF) | | | |
| | | | |
| | | | |
| Comments: Builds out a 50 year projected need | | | |
| | | | |

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION A

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

**SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION A**

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. 440 new rated beds - OPTION A

| | | | | |
|--|----|-------|--------------|---|
| Office of Professional Standards | 1 | 120 | 120 | |
| Shift Sergeants Office | 1 | 250 | 250 | sized for 4 workstations in one room |
| Intelligence Officer | 1 | 120 | 120 | |
| Janitors Room | 1 | 60 | 60 | |
| Classification Supervisor Office Area | 1 | 250 | 250 | share with Program Director and Inmate Services |
| Maintenance Office | 1 | 200 | 200 | |
| Victim Waiting Room | 1 | 200 | 200 | |
| Staff Training Room | 1 | 1,600 | 1,600 | |
| Multi-purpose Hearing Room | 1 | 800 | 800 | |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 | |
| Armory | 1 | 250 | 250 | include a cleaning station outside of storage |
| Subtotal - Jail Administration / Public Lobby | | | 9,520 | |
| 1.4 MEDICAL INFIRMARY | | | | |
| Entry Vestibule | 1 | 100 | 100 | |
| Medical Reception Waiting Area | 1 | 250 | 250 | |
| Nurses Station | 1 | 250 | 250 | |
| Medical Director Office | 1 | 120 | 120 | |
| Staff Office | 1 | 160 | 160 | |
| Medical Records Storage Room | 1 | 180 | 180 | with 2 workstations |
| Medical Lab | 1 | 160 | 160 | |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 | |
| Exam Room | 2 | 80 | 160 | |
| Procedures Room | 1 | 160 | 160 | |
| Negative Pressure Isolation Room | 2 | 200 | 400 | |
| 4 Patient Ward | 2 | 300 | 600 | |
| Staff Toilet | 1 | 60 | 60 | |
| Soiled Utility Room | 1 | 80 | 80 | |
| Clean Utility Room | 1 | 80 | 80 | |
| Patient Toilet / Shower | 1 | 100 | 100 | |
| Detox / Watch Cell | 1 | 80 | 80 | |
| Maximum Custody Cell | 2 | 80 | 160 | |
| Janitors Closet | 1 | 60 | 60 | |
| Multi-purpose Room | 1 | 160 | 160 | |
| Chaplin Office | 1 | 120 | 120 | |
| Subtotal - Medical Infirmary | | | 3,620 | |
| 1.5 DETENTION HOUSING | | | | |
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. 440 new rated beds - OPTION A

| | | | | |
|--|----|-------|-------|---|
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | Sized for 48 if used as a doubled unit |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | note: control room "shared" with Mens Unit #2 |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | |
| Control Room Toilet | 1 | 50 | 50 | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | Sized for 48 if used as a doubled unit |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 3. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | note: control room "shared" with Mens Unit #4 |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | |
| Control Room Toilet | 1 | 50 | 50 | |
| 4. Mens Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core, 440 new rated beds - OPTION A

| | | | |
|---|---|-------|-------|
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 7. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #7 and #8) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 8. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 9. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #9 and #10) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |

note: control room "shared" with Mens Unit #6

note: control room "shared" with Mens Unit #8

note: control room "shared" with Mens Unit #10

| SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM | | | |
|---|----|-------|---------------|
| Program with 900 core. 440 new rated beds - OPTION A | | | |
| 10. Male Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 |
| Dayroom | 1 | 980 | 980 |
| Video Visitation Cubicles | 6 | 40 | 240 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Toilet / Shower Area | 1 | 300 | 300 |
| Exterior Recreation | 1 | 1,200 | 1,200 |
| Multipurpose Room | 1 | 325 | 325 |
| | | | |
| | | | |
| Subtotal -Detention Housing | | | 57,530 |
| | | | |
| 1.6 BUILDING SERVICES | | | |
| | | | |
| Maintenance Shop | 1 | 250 | 250 |
| Security System Room | 1 | 400 | 400 |
| Pneumatic Compressor Room | 1 | 120 | 120 |
| Electrical Room | 1 | 400 | 400 |
| Sprinkler Room | 1 | 250 | 250 |
| Telephone / Server / IT Room | 1 | 250 | 250 |
| Mechanical Room | 1 | 800 | 800 |
| | | | |
| Subtotal -Building Services | | | 2,470 |
| | | | |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 97,905 |

bunk beds - barracks style housing

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION A

Section 4 - Detention Center Program of Spaces

SECTION 4.2 – OPTION B, 900 BED NEW CORE AND 448 NEW JAIL BEDS:

This program represents a projected 50 year jail bed need on the current site on Ribaut Road across from Duke Street. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing surface parking area and selective demolition to some existing public housing units. This option does not address replacement of lost parking, and requires closure of Duke Street and an elevated connector to the existing detention facility.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION B - 440 NEW BEDS - 255 EXISTING - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 10,220 | 1.35 | 13,797 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 57,530 | 1.35 | 77,666 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| | | | |
| SUBTOTAL DETENTION | 98,605 | | 133,117 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| | | | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 133,117 |
| (Total Base NSF/Total Building GSF) | | | |
| | | | |
| | | | |
| Comments: Builds out a 50 year projected need | | | |
| | | | |

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION B

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. 440 new rated beds - OPTION B

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
 keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. 440 new rated beds - OPTION B

| | | | | |
|--|---|-------|---------------|---|
| Office of Professional Standards | 1 | 120 | 120 | |
| Shift Sergeants Office | 1 | 250 | 250 | sized for 4 workstations in one room |
| Intelligence Officer | 1 | 120 | 120 | |
| Janitors Room | 1 | 60 | 60 | |
| Classification Supervisor Office Area | 1 | 250 | 250 | share with Program Director and Inmate Services |
| Maintenance Office | 1 | 200 | 200 | |
| Victim Waiting Room | 1 | 200 | 200 | |
| Staff Training Room | 1 | 1,600 | 1,600 | |
| Multi-purpose Hearing Room | 1 | 800 | 800 | |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 | |
| Armory | 1 | 250 | 250 | include a cleaning station outside of storage |
| Connector bridge to existing facility over Duke Street | 1 | 700 | 700 | |
| | | | | |
| Subtotal - Jail Administration / Public Lobby | | | 10,220 | |
| | | | | |
| | | | | |
| 1.4 MEDICAL INFIRMARY | | | | |
| | | | | |
| Entry Vestibule | 1 | 100 | 100 | |
| Medical Reception Waiting Area | 1 | 250 | 250 | |
| Nurses Station | 1 | 250 | 250 | |
| Medical Director Office | 1 | 120 | 120 | |
| Staff Office | 1 | 160 | 160 | |
| Medical Records Storage Room | 1 | 180 | 180 | with 2 workstations |
| Medical Lab | 1 | 160 | 160 | |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 | |
| Exam Room | 2 | 80 | 160 | |
| Procedures Room | 1 | 160 | 160 | |
| Negative Pressure Isolation Room | 2 | 200 | 400 | |
| 4 Patient Ward | 2 | 300 | 600 | |
| Staff Toilet | 1 | 60 | 60 | |
| Soiled Utility Room | 1 | 80 | 80 | |
| Clean Utility Room | 1 | 80 | 80 | |
| Patient Toilet / Shower | 1 | 100 | 100 | |
| Detox / Watch Cell | 1 | 80 | 80 | |
| Maximum Custody Cell | 2 | 80 | 160 | |
| Janitors Closet | 1 | 60 | 60 | |
| Multi-purpose Room | 1 | 160 | 160 | |
| Chaplin Office | 1 | 120 | 120 | |
| | | | | |
| Subtotal - Medical Infirmary | | | 3,620 | |
| | | | | |
| | | | | |
| 1.5 DETENTION HOUSING | | | | |
| | | | | |

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION B

| | | | | |
|--|----|-------|-------|--|
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | Size cells for double occupancy Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #2 |
| Control Room Toilet | 1 | 50 | 50 | |
| | | | | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| | | | | |
| 3. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #4 |
| Control Room Toilet | 1 | 50 | 50 | |
| | | | | |
| 4. Mens Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| | | | | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. 440 new rated beds - OPTION B

| | | | |
|---|---|-------|-------|
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 7. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #7 and #8) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 8. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 9. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #9 and #10) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |

note: control room "shared" with Mens Unit #6

note: control room "shared" with Mens Unit #8

note: control room "shared" with Mens Unit #10

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. 440 new rated beds - OPTION B

| | | | | |
|---|----|-------|---------------|------------------------------------|
| 10. Male Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 | bunk beds - barracks style housing |
| Dayroom | 1 | 980 | 980 | |
| Video Visitation Cubicles | 6 | 40 | 240 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Toilet / Shower Area | 1 | 300 | 300 | |
| Exterior Recreation | 1 | 1,200 | 1,200 | |
| Multipurpose Room | 1 | 325 | 325 | |
| | | | | |
| | | | | |
| Subtotal -Detention Housing | | | 57,530 | |
| | | | | |
| 1.6 BUILDING SERVICES | | | | |
| | | | | |
| Maintenance Shop | 1 | 250 | 250 | |
| Security System Room | 1 | 400 | 400 | |
| Pneumatic Compressor Room | 1 | 120 | 120 | |
| Electrical Room | 1 | 400 | 400 | |
| Sprinkler Room | 1 | 250 | 250 | |
| Telephone / Server / IT Room | 1 | 250 | 250 | |
| Mechanical Room | 1 | 800 | 800 | |
| | | | | |
| Subtotal -Building Services | | | 2,470 | |
| | | | | |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 98,605 | |

SECTION 4.2 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 440 new rated beds - OPTION B

Section 4 - Detention Center Program of Spaces

SECTION 4.3 – OPTION C, 900 BED NEW CORE AND 702 NEW JAIL BEDS:

This program represents a projected 50 year jail bed need on a remote site yet to be determined, but estimated at approximately 20 acres with good access to available utilities. The existing detention facility on Ribaut Road could be re-purposed / demolished for future courthouse or law enforcement uses.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION C - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 9,520 | 1.35 | 12,852 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 94,725 | 1.35 | 127,879 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| | | | |
| SUBTOTAL DETENTION | 135,100 | | 182,385 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| | | | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 182,385 |
| (Total Base NSF/Total Building GSF) | | | |
| | | | |
| | | | |
| Comments: Builds out a 50 year projected need | | | |
| | | | |

SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 704 rated beds - OPTION C

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 704 rated beds - OPTION C

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
 keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 704 rated beds - OPTION C

| | | | | |
|--|----|-------|--------------|---|
| Office of Professional Standards | 1 | 120 | 120 | |
| Shift Sergeants Office | 1 | 250 | 250 | sized for 4 workstations in one room |
| Intelligence Officer | 1 | 120 | 120 | |
| Janitors Room | 1 | 60 | 60 | |
| Classification Supervisor Office Area | 1 | 250 | 250 | share with Program Director and Inmate Services |
| Maintenance Office | 1 | 200 | 200 | |
| Victim Waiting Room | 1 | 200 | 200 | |
| Staff Training Room | 1 | 1,600 | 1,600 | |
| Multi-purpose Hearing Room | 1 | 800 | 800 | |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 | |
| Armory | 1 | 250 | 250 | include a cleaning station outside of storage |
| Subtotal - Jail Administration / Public Lobby | | | 9,520 | |
| 1.4 MEDICAL INFIRMARY | | | | |
| Entry Vestibule | 1 | 100 | 100 | |
| Medical Reception Waiting Area | 1 | 250 | 250 | |
| Nurses Station | 1 | 250 | 250 | |
| Medical Director Office | 1 | 120 | 120 | |
| Staff Office | 1 | 160 | 160 | |
| Medical Records Storage Room | 1 | 180 | 180 | with 2 workstations |
| Medical Lab | 1 | 160 | 160 | |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 | |
| Exam Room | 2 | 80 | 160 | |
| Procedures Room | 1 | 160 | 160 | |
| Negative Pressure Isolation Room | 2 | 200 | 400 | |
| 4 Patient Ward | 2 | 300 | 600 | |
| Staff Toilet | 1 | 60 | 60 | |
| Soiled Utility Room | 1 | 80 | 80 | |
| Clean Utility Room | 1 | 80 | 80 | |
| Patient Toilet / Shower | 1 | 100 | 100 | |
| Detox / Watch Cell | 1 | 80 | 80 | |
| Maximum Custody Cell | 2 | 80 | 160 | |
| Janitors Closet | 1 | 60 | 60 | |
| Multi-purpose Room | 1 | 160 | 160 | |
| Chaplin Office | 1 | 120 | 120 | |
| Subtotal - Medical Infirmary | | | 3,620 | |
| 1.5 DETENTION HOUSING | | | | |
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |

SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. Total 704 rated beds - OPTION C

| | | | | |
|--|-----------|-----------|--------------|---|
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #2 |
| Control Room Toilet | 1 | 50 | 50 | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 3. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #4 |
| Control Room Toilet | 1 | 50 | 50 | |
| 4. Mens Unit - Maximum Security (24 cells single use) | 24 | 90 | 2,160 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |

SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. Total 704 rated beds - OPTION C

| | | | |
|---|---|-------|-------|
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 7. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #7 and #8) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 8. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 9. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #9 and #10) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |

note: control room "shared" with Mens Unit #6

note: control room "shared" with Mens Unit #8

note: control room "shared" with Mens Unit #10

| SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM | | | |
|--|----|-------|-------|
| Program with 900 core. Total 704 rated beds - OPTION C | | | |
| 10. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| | | | |
| 11. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #11 and #12) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| | | | |
| 12. Mens Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| | | | |
| 13. Female Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #13 and #14) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| | | | |
| 14. Female Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |

note: control room "shared" with Mens Unit #12

note: control room "shared" with Mens Unit #14

| SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM | | | |
|---|-----------|-----------|---------------|
| Program with 900 core. Total 704 rated beds - OPTION C | | | |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 15. Male Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 |
| Dayroom | 1 | 980 | 980 |
| Video Visitation Cubicles | 6 | 40 | 240 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Toilet / Shower Area | 1 | 300 | 300 |
| Exterior Recreation | 1 | 1,200 | 1,200 |
| Multipurpose Room | 1 | 325 | 325 |
| 16. Female Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 |
| Dayroom | 1 | 980 | 980 |
| Video Visitation Cubicles | 6 | 40 | 240 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Toilet / Shower Area | 1 | 300 | 300 |
| Exterior Recreation | 1 | 1,200 | 1,200 |
| Multipurpose Room | 1 | 325 | 325 |
| 17. Segregation Unit (16 single cells) | 16 | 85 | 1,360 |
| Dayroom | 1 | 600 | 600 |
| Video Visitation Cubicles | 1 | 40 | 40 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 2 | 40 | 80 |
| Exterior Recreation | 1 | 250 | 250 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room | 1 | 100 | 100 |
| Control Room Toilet | 1 | 50 | 50 |
| Subtotal -Detention Housing | | | 94,725 |
| 1.6 BUILDING SERVICES | | | |
| Maintenance Shop | 1 | 250 | 250 |
| Security System Room | 1 | 400 | 400 |
| Pneumatic Compressor Room | 1 | 120 | 120 |
| Electrical Room | 1 | 400 | 400 |
| Sprinkler Room | 1 | 250 | 250 |
| Telephone / Server / IT Room | 1 | 250 | 250 |

bunk beds - barracks style housing

bunk beds - barracks style housing

Size dayroom for up to 16 inmates

| SECTION 4.3 BEAUFORT COUNTY JAIL PROGRAM | | | |
|--|---|-----|----------------|
| Program with 900 core. Total 704 rated beds - OPTION C | | | |
| Mechanical Room | 1 | 800 | 800 |
| | | | |
| Subtotal -Building Services | | | 2,470 |
| | | | |
| | | | |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 135,100 |

Section 4 - Detention Center Program of Spaces

SECTION 4.4 – OPTION D, 900 BED NEW CORE AND 240 NEW JAIL BEDS:

This program represents a projected 25 year jail bed need on the current site on Ribaut Road. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing Arthur Horne Building adjacent to the Sheriff's Law Enforcement Facility. Future expansion could occur either adjacent to the new facility and / or the vacated old jail core areas when needed.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION D - 240 NEW BEDS - 255 EXISTING - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 9,520 | 1.35 | 12,852 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 34,650 | 1.35 | 46,778 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| SUBTOTAL DETENTION | 75,025 | | 101,284 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 101,284 |
| (Total Base NSF/Total Building GSF) | | | |
| Comments: Builds out a 25 year projected need | | | |

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION D

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

**SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION D**

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION D

| | | | | |
|--|----|-------|--------------|---|
| Office of Professional Standards | 1 | 120 | 120 | |
| Shift Sergeants Office | 1 | 250 | 250 | sized for 4 workstations in one room |
| Intelligence Officer | 1 | 120 | 120 | |
| Janitors Room | 1 | 60 | 60 | |
| Classification Supervisor Office Area | 1 | 250 | 250 | share with Program Director and Inmate Services |
| Maintenance Office | 1 | 200 | 200 | |
| Victim Waiting Room | 1 | 200 | 200 | |
| Staff Training Room | 1 | 1,600 | 1,600 | |
| Multi-purpose Hearing Room | 1 | 800 | 800 | |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 | |
| Armory | 1 | 250 | 250 | include a cleaning station outside of storage |
| Subtotal - Jail Administration / Public Lobby | | | 9,520 | |
| 1.4 MEDICAL INFIRMARY | | | | |
| Entry Vestibule | 1 | 100 | 100 | |
| Medical Reception Waiting Area | 1 | 250 | 250 | |
| Nurses Station | 1 | 250 | 250 | |
| Medical Director Office | 1 | 120 | 120 | |
| Staff Office | 1 | 160 | 160 | |
| Medical Records Storage Room | 1 | 180 | 180 | with 2 workstations |
| Medical Lab | 1 | 160 | 160 | |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 | |
| Exam Room | 2 | 80 | 160 | |
| Procedures Room | 1 | 160 | 160 | |
| Negative Pressure Isolation Room | 2 | 200 | 400 | |
| 4 Patient Ward | 2 | 300 | 600 | |
| Staff Toilet | 1 | 60 | 60 | |
| Soiled Utility Room | 1 | 80 | 80 | |
| Clean Utility Room | 1 | 80 | 80 | |
| Patient Toilet / Shower | 1 | 100 | 100 | |
| Detox / Watch Cell | 1 | 80 | 80 | |
| Maximum Custody Cell | 2 | 80 | 160 | |
| Janitors Closet | 1 | 60 | 60 | |
| Multi-purpose Room | 1 | 160 | 160 | |
| Chaplin Office | 1 | 120 | 120 | |
| Subtotal - Medical Infirmary | | | 3,620 | |
| 1.5 DETENTION HOUSING | | | | |
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core, 240 new rated beds - OPTION D

| | | | | |
|--|-----------|-----------|--------------|---|
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | Sized for 48 if used as a doubled unit |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | note: control room "shared" with Mens Unit #2 |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | |
| Control Room Toilet | 1 | 50 | 50 | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | Sized for 48 if used as a doubled unit |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 3. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | note: control room "shared" with Mens Unit #4 |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | |
| Control Room Toilet | 1 | 50 | 50 | |
| 4. Mens Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |

| SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM | | | |
|---|---|-------|---------------|
| Program with 900 core. 240 new rated beds - OPTION D | | | |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Subtotal -Detention Housing | | | 34,650 |
| 1.6 BUILDING SERVICES | | | |
| Maintenance Shop | 1 | 250 | 250 |
| Security System Room | 1 | 400 | 400 |
| Pneumatic Compressor Room | 1 | 120 | 120 |
| Electrical Room | 1 | 400 | 400 |
| Sprinkler Room | 1 | 250 | 250 |
| Telephone / Server / IT Room | 1 | 250 | 250 |
| Mechanical Room | 1 | 800 | 800 |
| Subtotal -Building Services | | | 2,470 |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 75,025 |

note: control room "shared" with Mens Unit #6

SECTION 4.1 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION D

Section 4 - Detention Center Program of Spaces

SECTION 4.5 – OPTION E, 900 BED NEW CORE AND 240 NEW JAIL BEDS:

This program represents a projected 25 year jail bed need on the current site on Ribaut Road across from Duke Street. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing surface parking area and selective demolition to some existing public housing units. This option does not address replacement of lost parking, and requires closure of Duke Street and an elevated connector to the existing detention facility. Future expansion phases could be added adjacent to the new facility and / or on the vacated existing jail core area.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION E - 240 NEW BEDS - 255 EXISTING - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 10,220 | 1.35 | 13,797 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 34,650 | 1.35 | 46,778 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| | | | |
| SUBTOTAL DETENTION | 75,725 | | 102,229 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| | | | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 102,229 |
| (Total Base NSF/Total Building GSF) | | | |
| | | | |
| | | | |
| Comments: Builds out a 25 year projected need | | | |
| | | | |

SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION E

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

**SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION E**

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

| SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM | | | |
|--|---|-------|---------------|
| Program with 900 core, 240 new rated beds - OPTION E | | | |
| Office of Professional Standards | 1 | 120 | 120 |
| Shift Sergeants Office | 1 | 250 | 250 |
| Intelligence Officer | 1 | 120 | 120 |
| Janitors Room | 1 | 60 | 60 |
| Classification Supervisor Office Area | 1 | 250 | 250 |
| Maintenance Office | 1 | 200 | 200 |
| Victim Waiting Room | 1 | 200 | 200 |
| Staff Training Room | 1 | 1,600 | 1,600 |
| Multi-purpose Hearing Room | 1 | 800 | 800 |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 |
| Armory | 1 | 250 | 250 |
| Connector bridge to existing facility over Duke Street | 1 | 700 | 700 |
| Subtotal - Jail Administration / Public Lobby | | | 10,220 |
| 1.4 MEDICAL INFIRMARY | | | |
| Entry Vestibule | 1 | 100 | 100 |
| Medical Reception Waiting Area | 1 | 250 | 250 |
| Nurses Station | 1 | 250 | 250 |
| Medical Director Office | 1 | 120 | 120 |
| Staff Office | 1 | 160 | 160 |
| Medical Records Storage Room | 1 | 180 | 180 |
| Medical Lab | 1 | 160 | 160 |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 |
| Exam Room | 2 | 80 | 160 |
| Procedures Room | 1 | 160 | 160 |
| Negative Pressure Isolation Room | 2 | 200 | 400 |
| 4 Patient Ward | 2 | 300 | 600 |
| Staff Toilet | 1 | 60 | 60 |
| Soiled Utility Room | 1 | 80 | 80 |
| Clean Utility Room | 1 | 80 | 80 |
| Patient Toilet / Shower | 1 | 100 | 100 |
| Detox / Watch Cell | 1 | 80 | 80 |
| Maximum Custody Cell | 2 | 80 | 160 |
| Janitors Closet | 1 | 60 | 60 |
| Multi-purpose Room | 1 | 160 | 160 |
| Chaplin Office | 1 | 120 | 120 |
| Subtotal - Medical Infirmary | | | 3,620 |
| 1.5 DETENTION HOUSING | | | |

sized for 4 workstations in one room

share with Program Director and Inmate Services

include a cleaning station outside of storage

with 2 workstations

SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core, 240 new rated beds - OPTION E

| | | | | |
|--|----|-------|-------|--|
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | Size cells for double occupancy Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #2 |
| Control Room Toilet | 1 | 50 | 50 | |
| | | | | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| | | | | |
| 3. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #4 |
| Control Room Toilet | 1 | 50 | 50 | |
| | | | | |
| 4. Mens Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| | | | | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |

| SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM | | | |
|---|---|-------|---------------|
| Program with 900 core. 240 new rated beds - OPTION E | | | |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Subtotal -Detention Housing | | | 34,650 |
| 1.6 BUILDING SERVICES | | | |
| Maintenance Shop | 1 | 250 | 250 |
| Security System Room | 1 | 400 | 400 |
| Pneumatic Compressor Room | 1 | 120 | 120 |
| Electrical Room | 1 | 400 | 400 |
| Sprinkler Room | 1 | 250 | 250 |
| Telephone / Server / IT Room | 1 | 250 | 250 |
| Mechanical Room | 1 | 800 | 800 |
| Subtotal -Building Services | | | 2,470 |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 75,725 |

note: control room "shared" with Mens Unit #6

SECTION 4.5 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core, 240 new rated beds - OPTION E

Section 4 - Detention Center Program of Spaces

SECTION 4.6 – OPTION F, 900 BED NEW CORE AND 510 NEW JAIL BEDS:

This program represents a projected 25 year jail bed need on a remote site yet to be determined, but estimated at approximately 20 acres with good access to available utilities. Future expansion areas will be pre-planned on this site and room exists for other Public Safety-related buildings potentially. The existing detention facility on Ribaut Road could be re-purposed / demolished for future courthouse or law enforcement uses.

| BEAUFORT COUNTY SC JAIL PROGRAM OPTION F - SUMMARY OF SPACE REQUIREMENTS: | | | |
|--|--------------------------|----------------------------|------------------|
| COMPONENT | Base NSF Area | Grossing Factor | Total GSF |
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | 14,210 | 1.35 | 19,184 |
| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | 10,555 | 1.35 | 14,249 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | 9,520 | 1.35 | 12,852 |
| 1.4 MEDICAL INFIRMARY | 3,620 | 1.35 | 4,887 |
| 1.5 DETENTION HOUSING | 71,495 | 1.35 | 96,518 |
| 1.6 BUILDING SERVICES | 2,470 | 1.35 | 3,335 |
| | | | |
| SUBTOTAL DETENTION | 111,870 | | 151,025 |
| Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)= | | 1.35 | |
| | | | |
| EST. TOTAL SQUARE FOOTAGE | | 74% | 151,025 |
| (Total Base NSF/Total Building GSF) | | | |
| | | | |
| | | | |
| Comments: Builds out a 25 year projected need | | | |
| | | | |

SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 510 rated beds - OPTION F

| COMPONENT / SPACE | NO. OF SPACES | NSF | TOTAL NSF | |
|--|---------------|-------|---------------|--|
| 1.1 INTAKE / PROCESSING / TRANSPORTATION | | | | |
| Vehicle Sallyport | 1 | 4,500 | 4,500 | drive-thru, bus accessible, parking spaces |
| Intake - Sallyport | 1 | 120 | 120 | |
| Intake - Inmate Receiving Work Area | 1 | 800 | 800 | 3 work counters for arresting officers |
| Intake - Data-Master Room | 1 | 200 | 200 | |
| Intake - Data-Master Toilet | 1 | 60 | 60 | |
| Intake - Holding Cell | 2 | 120 | 240 | |
| Intake - Holding Cell with vestibule | 2 | 160 | 320 | negative pressure |
| Intake - Officer Toilet | 1 | 60 | 60 | |
| Intake - Strip Search Room | 1 | 100 | 100 | |
| Intake - Menatal Health Interview Room | 1 | 80 | 80 | |
| Processing - Booking Desk Work Counter | 1 | 400 | 400 | linear counter - elevated 1foot |
| Processing - Identification Room | 1 | 160 | 160 | |
| Processing - Classification Room | 1 | 160 | 160 | |
| Processing - Officer Toilet | 1 | 60 | 60 | |
| Processing - Medical Interview Room | 1 | 120 | 120 | |
| Processing - Video Arraignment Room | 2 | 100 | 200 | |
| Processing - Office | 1 | 120 | 120 | locate behind booking desk area |
| Processing - Records Room | 1 | 250 | 250 | |
| Processing - Standard Holding Cell | 6 | 100 | 600 | locate 2 remotely for females |
| Processing - Large Group Holding Cell | 1 | 250 | 250 | |
| Processing - Watch Cell | 2 | 100 | 200 | use floor toilets with remote flush |
| Processing - Soft Booking Area | 1 | 1,500 | 1,500 | |
| Processing - Soft Booking Inmate Toilet | 1 | 60 | 60 | |
| Processing - Shower / Dress Out | 1 | 250 | 250 | includes 3 showers and transaction to issue area |
| Processing - Property Issue and Receiving Area | 1 | 350 | 350 | includes washer and dryer |
| Processing - Property Storage Secure Room | 1 | 1,200 | 1,200 | incorporates high density storage system |
| Processing - Janitor Closet | 1 | 60 | 60 | |
| Processing - General Storage Room | 1 | 100 | 100 | |
| Transport - Holding Cell | 2 | 120 | 240 | |
| Transport - Sallyport | 1 | 120 | 120 | direct access to vehicle sallyport |
| Transport - Soft Waiting Area | 1 | 250 | 250 | |
| Transport - Shakedown Room | 1 | 100 | 100 | |
| Transport - Staff Toilet | 1 | 60 | 60 | |
| Transport - Office | 1 | 240 | 240 | sized for 6 workstations |
| Transport - Locker Room | 1 | 180 | 180 | |
| Transport - Transportation Supervisor Office | 1 | 160 | 160 | |
| Transport - Inmate Shower | 2 | 40 | 80 | |
| Transport - Inmate Toilet | 1 | 60 | 60 | |
| Release - Dress Out Room | 1 | 200 | 200 | adjacent to issue room - not in intake area |
| Subtotal - Intake/ Processing/ Transportation | | | 14,210 | |

SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 510 rated beds - OPTION F

| 1.2 KITCHEN/ SERVICE / LOADING / STORAGE | | | |
|--|---|-------|---------------|
| Loading Receiving Vestibule | 1 | 450 | 450 |
| Can Wash | 1 | 50 | 50 |
| Staff Toilet | 1 | 80 | 80 |
| Lockers | 1 | 125 | 125 |
| Dry Storage | 1 | 300 | 300 |
| General Kitchen Storage | 1 | 1,000 | 1,000 |
| Walk In Freezer | 1 | 450 | 450 |
| Walk In Cooler | 2 | 200 | 400 |
| Kitchen Preparation / Serving | 1 | 3,000 | 3,000 |
| Dishwashing | 1 | 350 | 350 |
| Office | 1 | 150 | 150 |
| General Building Bulk Storage | 1 | 1,500 | 1,500 |
| Staff Break / Dining | 1 | 400 | 400 |
| Tray Storage | 1 | 200 | 200 |
| Laundry | 1 | 1,000 | 1,000 |
| Laundry Storage Room | 1 | 400 | 400 |
| Commissary Storage | 1 | 700 | 700 |
| Subtotal - Kitchen/ Service/ Loading/ Storage | | | 10,555 |
| 1.3 JAIL ADMINISTRATION / PUBLIC LOBBY | | | |
| Entry Vestibule | 1 | 150 | 150 |
| Public Lobby / Waiting | 1 | 1,000 | 1,000 |
| Reception Desk with Work Area | 1 | 250 | 250 |
| Public Toilets | 2 | 120 | 240 |
| Video Visitation Room (Public) | 1 | 800 | 800 |
| Attorney Visit Waiting Room | 1 | 90 | 90 |
| Attorney Secure Visit Booth | 3 | 80 | 240 |
| Attorney Secure Visit Booth - ADA | 1 | 100 | 100 |
| Administrative Work Area | 1 | 300 | 300 |
| Administrative Records Office | 1 | 400 | 400 |
| Administrative Supervisor Office | 1 | 160 | 160 |
| Administration Conference Room | 1 | 250 | 250 |
| Staff Toilets | 2 | 60 | 120 |
| Staff Breakroom / Muster | 1 | 250 | 250 |
| Jail Directors Office | 1 | 220 | 220 |
| Deputy Director Office | 1 | 180 | 180 |
| Security Lieutenant Office | 1 | 120 | 120 |
| Security Screening Station | 1 | 200 | 200 |

locate beside corridor out of kitchen area
 keep on exterior wall if possible

secure ballistic glazing and transaction windows

work stations for 4

SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM
Program with 900 core. Total 510 rated beds - OPTION F

| | | | | |
|--|----|-------|--------------|---|
| Office of Professional Standards | 1 | 120 | 120 | |
| Shift Sergeants Office | 1 | 250 | 250 | sized for 4 workstations in one room |
| Intelligence Officer | 1 | 120 | 120 | |
| Janitors Room | 1 | 60 | 60 | |
| Classification Supervisor Office Area | 1 | 250 | 250 | share with Program Director and Inmate Services |
| Maintenance Office | 1 | 200 | 200 | |
| Victim Waiting Room | 1 | 200 | 200 | |
| Staff Training Room | 1 | 1,600 | 1,600 | |
| Multi-purpose Hearing Room | 1 | 800 | 800 | |
| Staff Lockers / Toilets / Showers | 2 | 300 | 600 | |
| Armory | 1 | 250 | 250 | include a cleaning station outside of storage |
| Subtotal - Jail Administration / Public Lobby | | | 9,520 | |
| 1.4 MEDICAL INFIRMARY | | | | |
| Entry Vestibule | 1 | 100 | 100 | |
| Medical Reception Waiting Area | 1 | 250 | 250 | |
| Nurses Station | 1 | 250 | 250 | |
| Medical Director Office | 1 | 120 | 120 | |
| Staff Office | 1 | 160 | 160 | |
| Medical Records Storage Room | 1 | 180 | 180 | with 2 workstations |
| Medical Lab | 1 | 160 | 160 | |
| Pharmacy / Medical Storage Room | 1 | 180 | 180 | |
| Exam Room | 2 | 80 | 160 | |
| Procedures Room | 1 | 160 | 160 | |
| Negative Pressure Isolation Room | 2 | 200 | 400 | |
| 4 Patient Ward | 2 | 300 | 600 | |
| Staff Toilet | 1 | 60 | 60 | |
| Soiled Utility Room | 1 | 80 | 80 | |
| Clean Utility Room | 1 | 80 | 80 | |
| Patient Toilet / Shower | 1 | 100 | 100 | |
| Detox / Watch Cell | 1 | 80 | 80 | |
| Maximum Custody Cell | 2 | 80 | 160 | |
| Janitors Closet | 1 | 60 | 60 | |
| Multi-purpose Room | 1 | 160 | 160 | |
| Chaplin Office | 1 | 120 | 120 | |
| Subtotal - Medical Infirmary | | | 3,620 | |
| 1.5 DETENTION HOUSING | | | | |
| 1. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |

SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. Total 510 rated beds - OPTION F

| | | | | |
|--|-----------|-----------|--------------|---|
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #1 and #2) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #2 |
| Control Room Toilet | 1 | 50 | 50 | |
| 2. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor Closet | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 3. Mens Unit - Maximum Security (24 cells single use) | 24 | 85 | 2,040 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| Control Room (Units #3 and #4) | 1 | 150 | 150 | note: control room "shared" with Mens Unit #4 |
| Control Room Toilet | 1 | 50 | 50 | |
| 4. Mens Unit - Maximum Security (24 cells single use) | 24 | 90 | 2,160 | Size cells for double occupancy |
| Dayroom | 1 | 2,000 | 2,000 | Size dayroom for up to 48 inmates |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | Sized for 48 if used as a doubled unit |
| Exterior Recreation | 1 | 750 | 750 | |
| Multipurpose Room | 1 | 275 | 275 | |
| 5. Mens Unit - Medium Security (24 cells - house 48) | 24 | 85 | 2,040 | |
| Dayroom | 1 | 2,000 | 2,000 | |
| Video Visitation Cubicles | 4 | 40 | 160 | |
| Security Vestibule | 1 | 120 | 120 | |
| Janitor | 1 | 50 | 50 | |
| Showers | 6 | 40 | 240 | |

SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM

Program with 900 core. Total 510 rated beds - OPTION F

| | | | |
|---|---|-------|-------|
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #5 and #6) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 6. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 7. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #7 and #8) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |
| 8. Mens Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 9. Female Unit - Medium Security (24 cells - house 48) | | | |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room (Units #13 and #14) | 1 | 150 | 150 |
| Control Room Toilet | 1 | 50 | 50 |

note: control room "shared" with Mens Unit #6

note: control room "shared" with Mens Unit #8

note: control room "shared" with Mens Unit #14

| SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM | | | |
|--|----|-------|---------------|
| Program with 900 core. Total 510 rated beds - OPTION F | | | |
| 10. Female Unit - Medium Security (24 cells - house 48) | 24 | 90 | 2,160 |
| Dayroom | 1 | 2,000 | 2,000 |
| Video Visitation Cubicles | 4 | 40 | 160 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 6 | 40 | 240 |
| Exterior Recreation | 1 | 750 | 750 |
| Multipurpose Room | 1 | 275 | 275 |
| 11. Male Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 |
| Dayroom | 1 | 980 | 980 |
| Video Visitation Cubicles | 6 | 40 | 240 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Toilet / Shower Area | 1 | 300 | 300 |
| Exterior Recreation | 1 | 1,200 | 1,200 |
| Multipurpose Room | 1 | 325 | 325 |
| 12. Female Dormitory Unit - Minimum Security (56 beds) | 56 | 40 | 2,240 |
| Dayroom | 1 | 980 | 980 |
| Video Visitation Cubicles | 6 | 40 | 240 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Toilet / Shower Area | 1 | 300 | 300 |
| Exterior Recreation | 1 | 1,200 | 1,200 |
| Multipurpose Room | 1 | 325 | 325 |
| 13. Segregation Unit (14 single cells) | 14 | 85 | 1,190 |
| Dayroom | 1 | 600 | 600 |
| Video Visitation Cubicles | 1 | 40 | 40 |
| Security Vestibule | 1 | 120 | 120 |
| Janitor | 1 | 50 | 50 |
| Showers | 2 | 40 | 80 |
| Exterior Recreation | 1 | 250 | 250 |
| Multipurpose Room | 1 | 275 | 275 |
| Control Room | 1 | 100 | 100 |
| Control Room Toilet | 1 | 50 | 50 |
| Subtotal -Detention Housing | | | 71,495 |
| 1.6 BUILDING SERVICES | | | |
| Maintenance Shop | 1 | 250 | 250 |

bunk beds - barracks style housing

bunk beds - barracks style housing

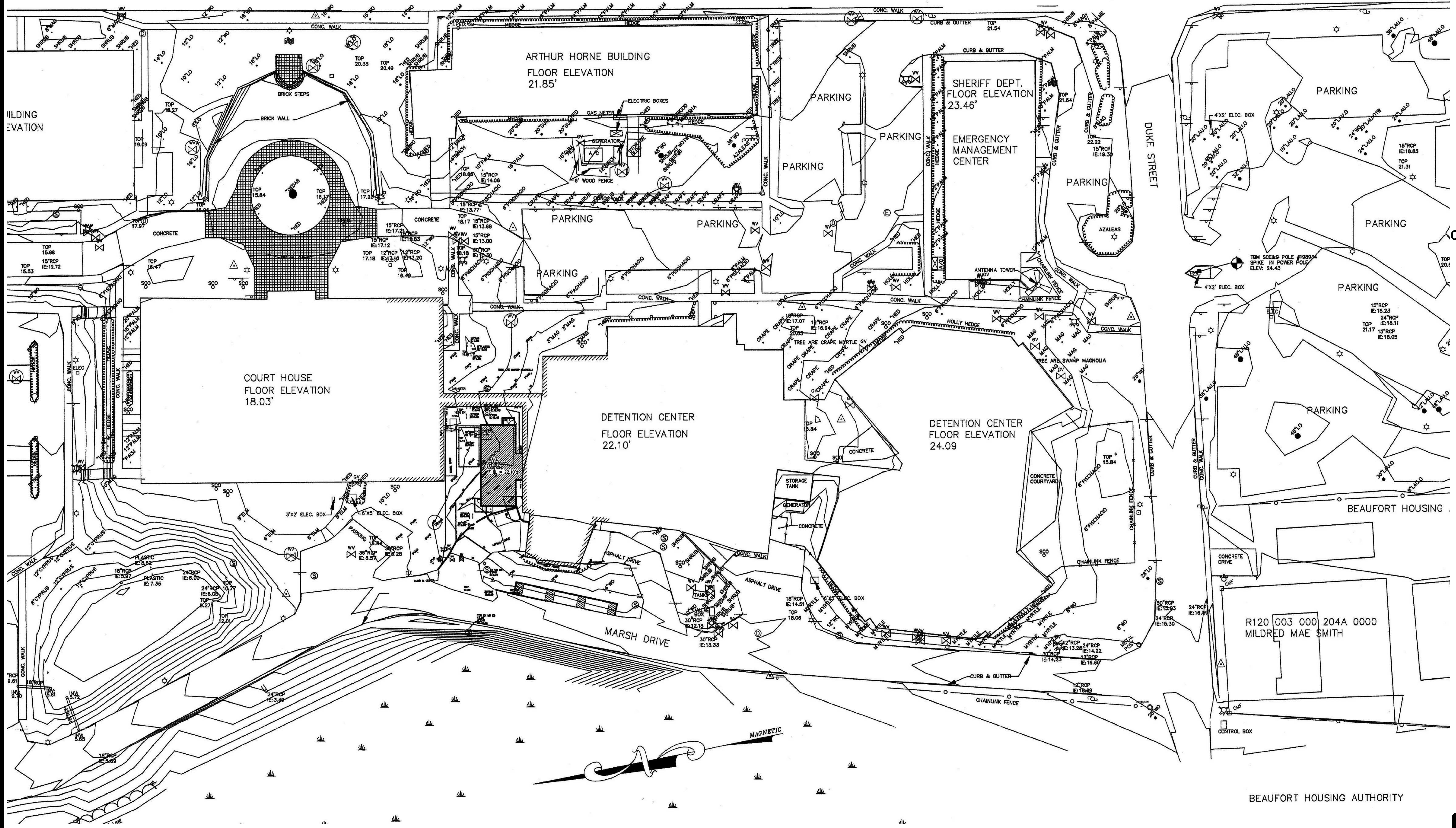
Size dayroom for up to 16 inmates

| SECTION 4.6 BEAUFORT COUNTY JAIL PROGRAM | | | |
|---|---|-----|----------------|
| Program with 900 core. Total 510 rated beds - OPTION F | | | |
| Security System Room | 1 | 400 | 400 |
| Pneumatic Compressor Room | 1 | 120 | 120 |
| Electrical Room | 1 | 400 | 400 |
| Sprinkler Room | 1 | 250 | 250 |
| Telephone / Server / IT Room | 1 | 250 | 250 |
| Mechanical Room | 1 | 800 | 800 |
| | | | |
| Subtotal -Building Services | | | 2,470 |
| | | | |
| | | | |
| NET TOTAL SQUARE FEET - JAIL SPACES | | | 111,870 |

Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.1 – OPTION A, 900 BED NEW CORE AND 448 NEW JAIL BEDS:

These drawings represent a projected 50 year jail bed need on the current site on Ribaut Road. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing Arthur Horne Building adjacent to the Sheriff's Law Enforcement Facility.



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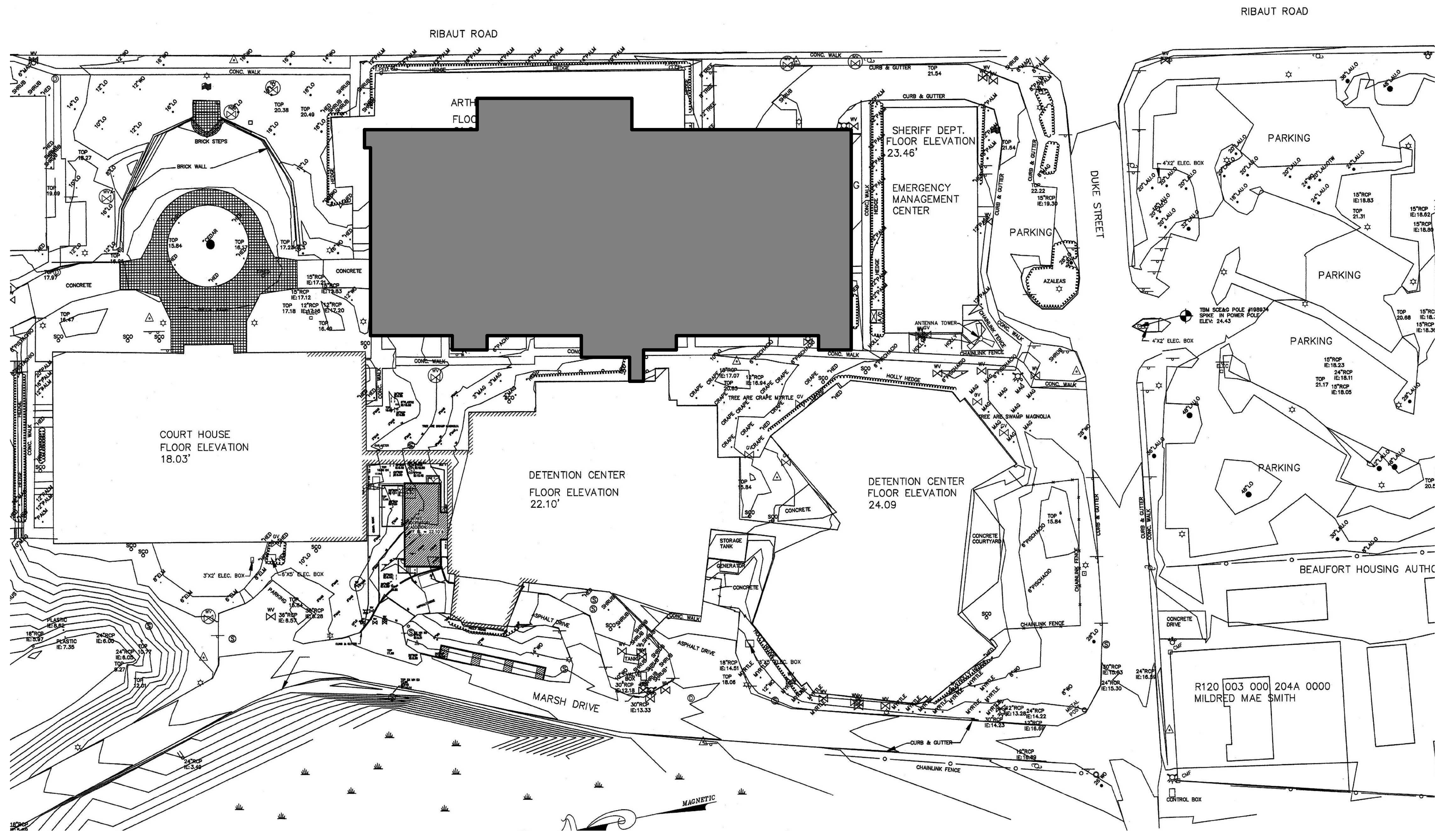
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EXISTING SITE CAMPUS PLAN

EXISTING SITE

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SITE PLAN OPTION
 A

OPTION A SITE PLAN

A1.1

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FIRST FLOOR PLAN

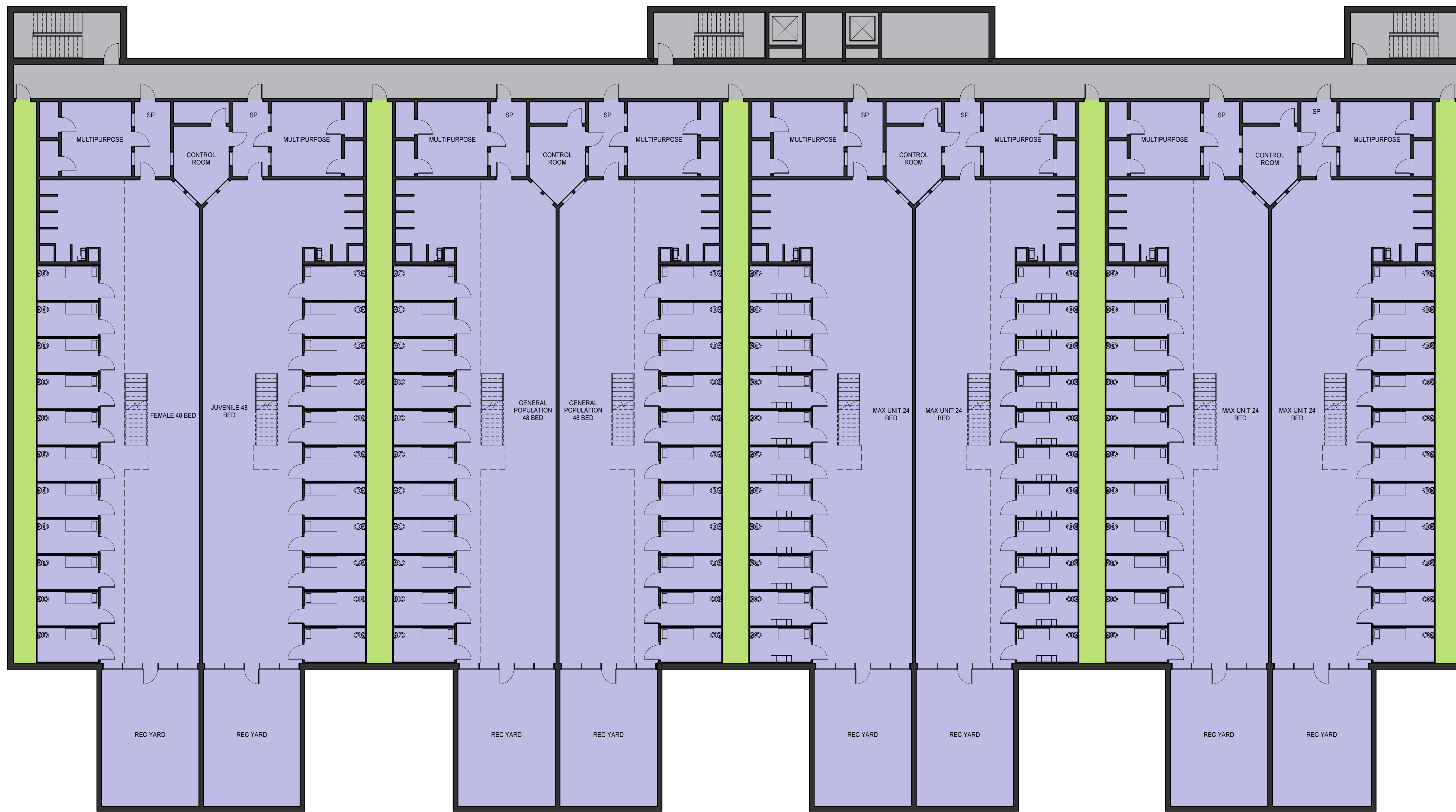
OPTION A

A3.0



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY

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- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING

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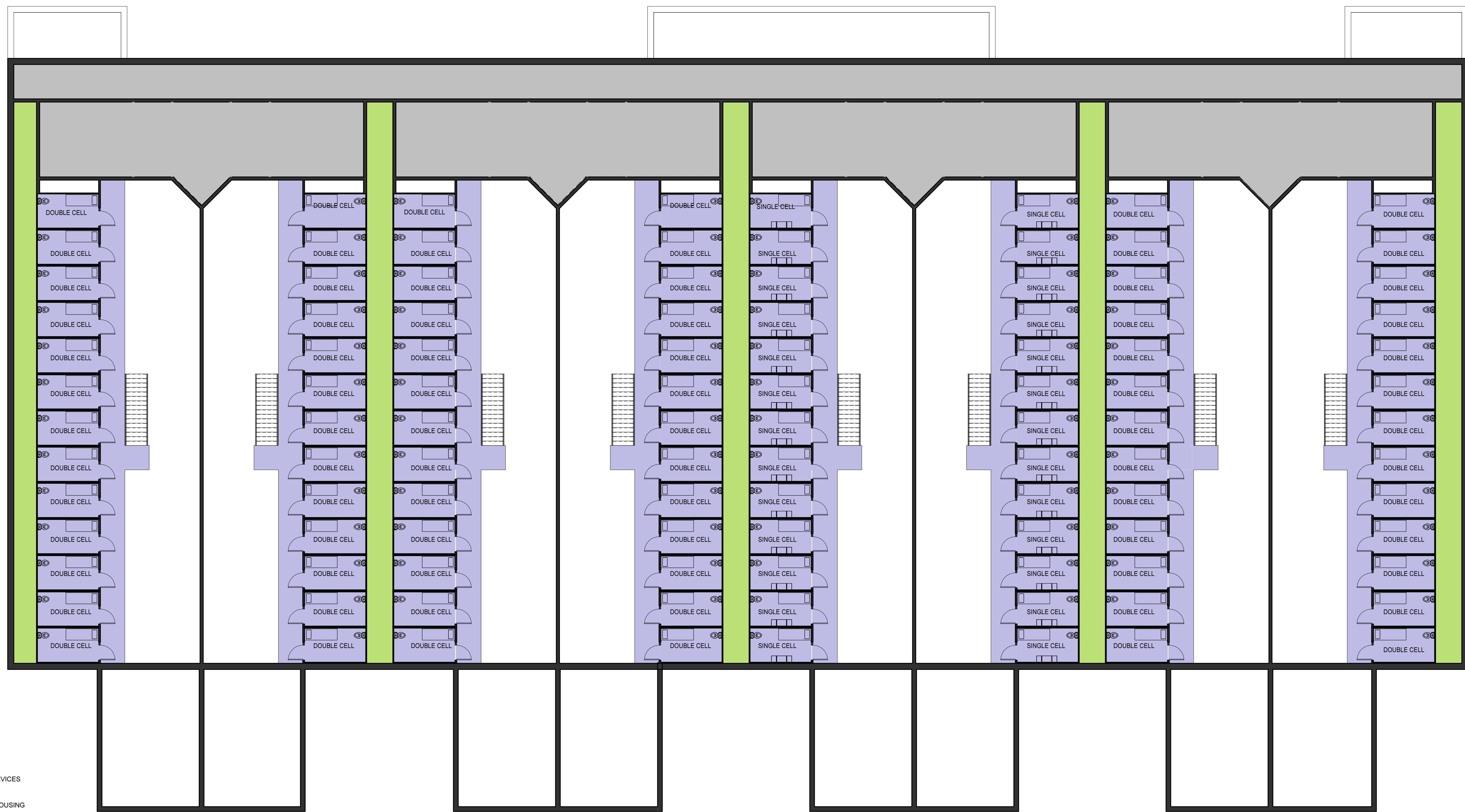
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SECOND FLOOR
 PLAN

OPTION A

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Department Legend
■ BUILDING SERVICES
■ DETENTION HOUSING

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MEZZANINE FLOOR
PLAN

OPTION A

A3.2



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BUILDING MASSING

OPTION A MASSING



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BUILDING RENDER

OPTION A RENDER

Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.2 – OPTION B, 900 BED NEW CORE AND 448 NEW JAIL BEDS:

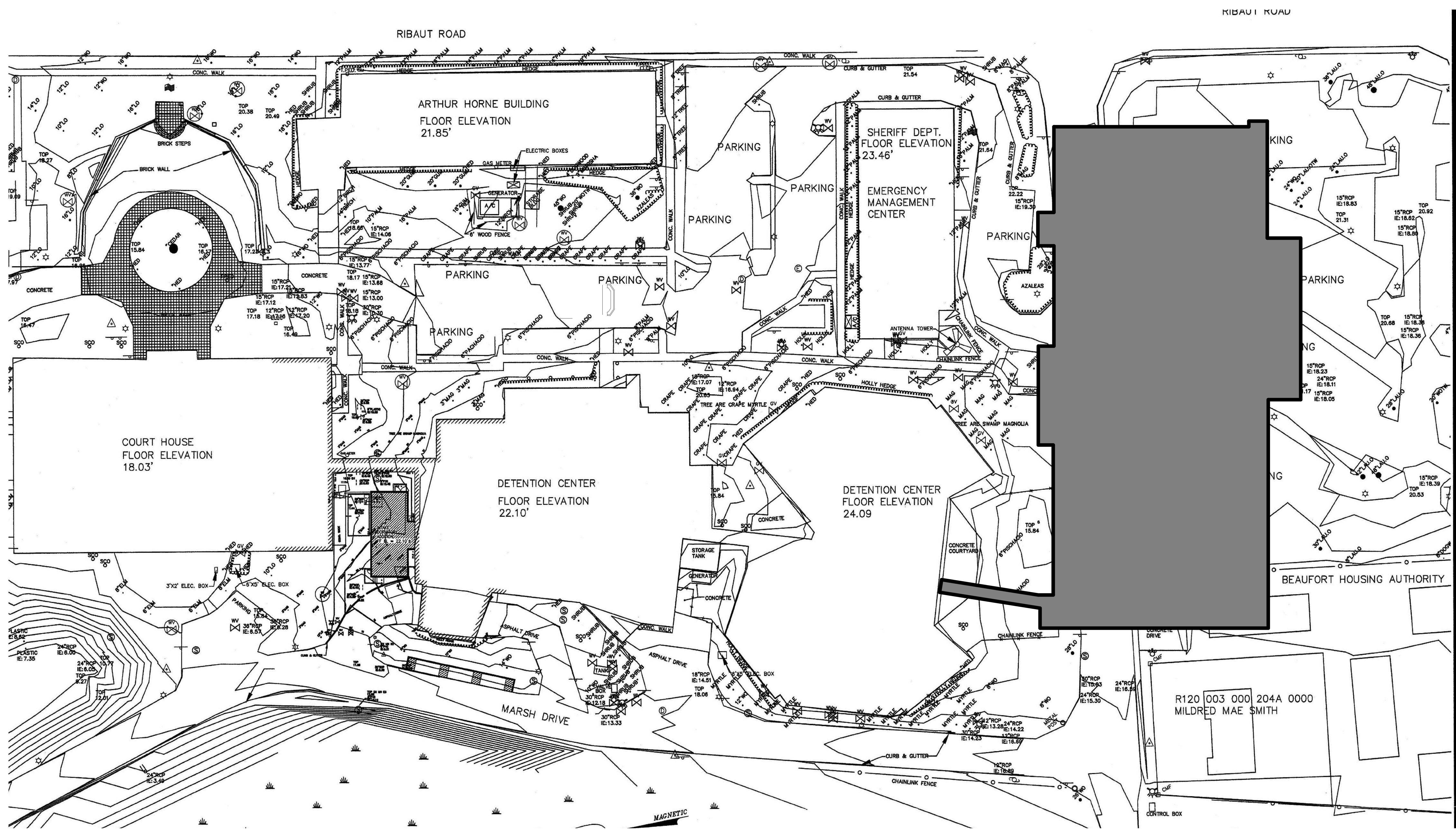
These drawings represent a projected 50 year jail bed need on the current site on Ribaut Road across from Duke Street. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing surface parking area and selective demolition to some existing public housing units. This option does not address replacement of lost parking, and requires closure of Duke Street and an elevated connector to the existing detention facility.

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**SITE PLAN OPTION
B**



OPTION B SITE PLAN

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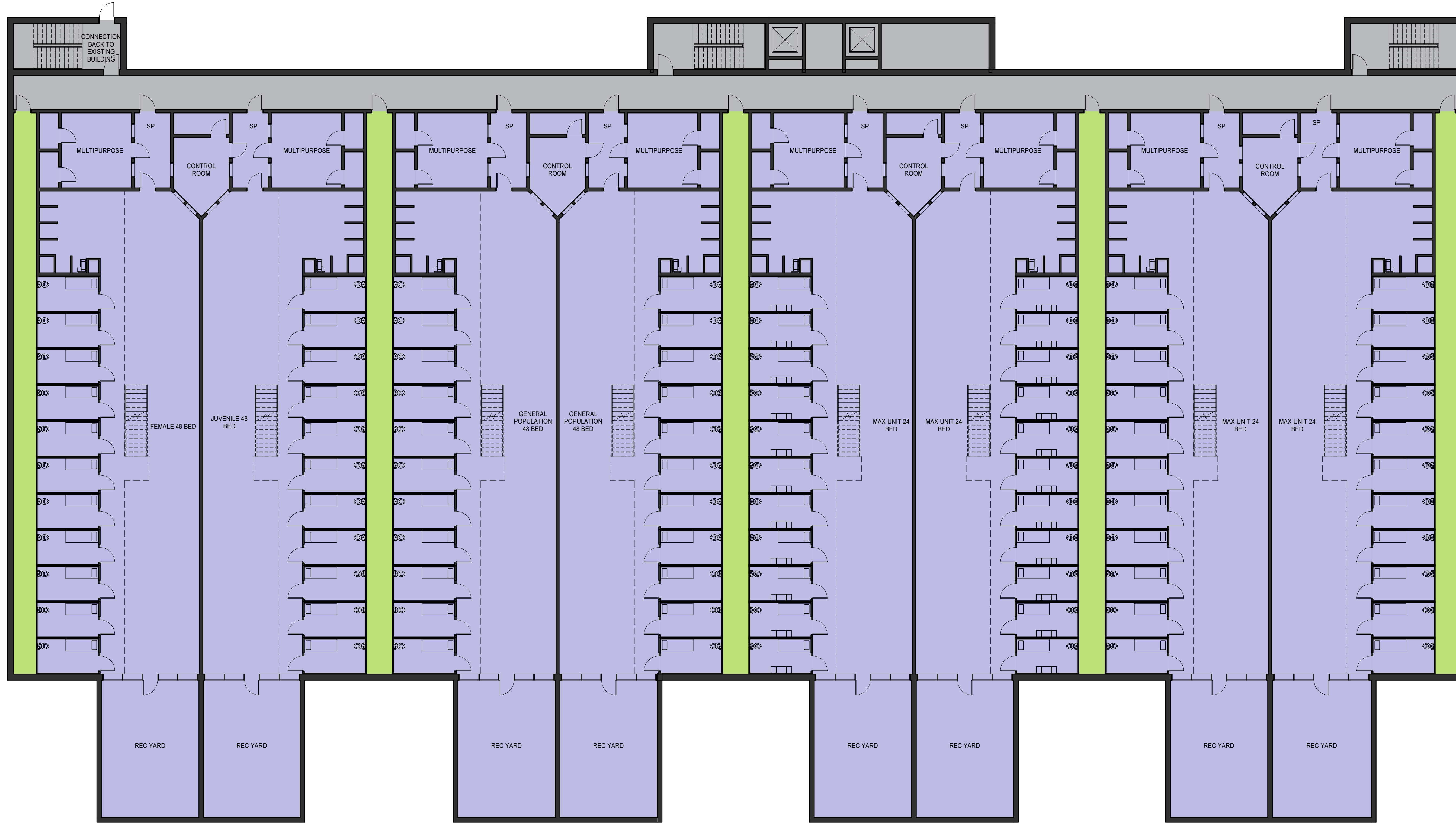
FIRST FLOOR PLAN

OPTION B

A3.0



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING

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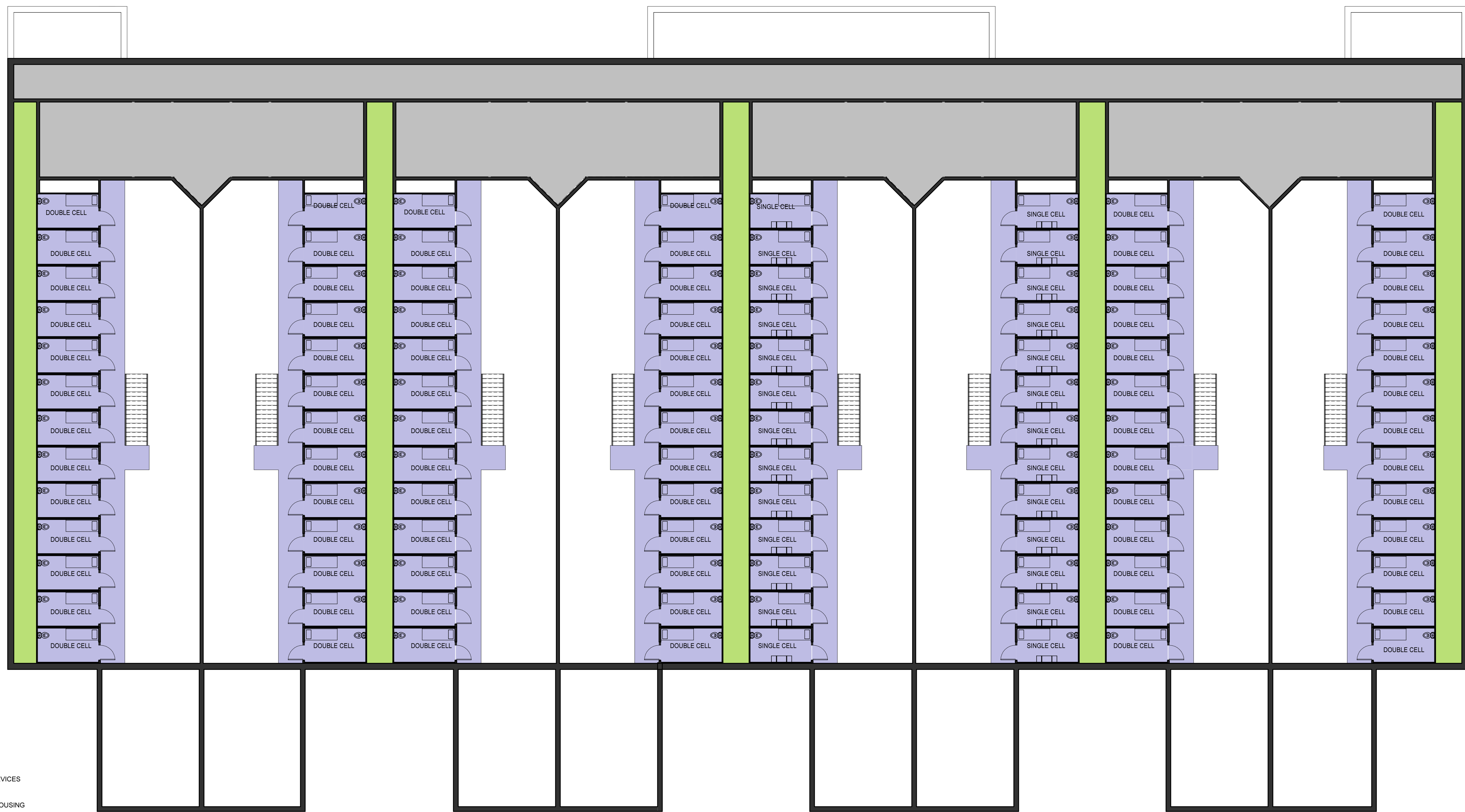
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SECOND FLOOR
 PLAN

OPTION B

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Department Legend
■ BUILDING SERVICES
■ DETENTION HOUSING

BEAUFORT COUNTY JAIL
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MEZZANINE FLOOR
PLAN

OPTION B

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BUILDING MASSING

OPTION B MASSING



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BUILDING RENDER

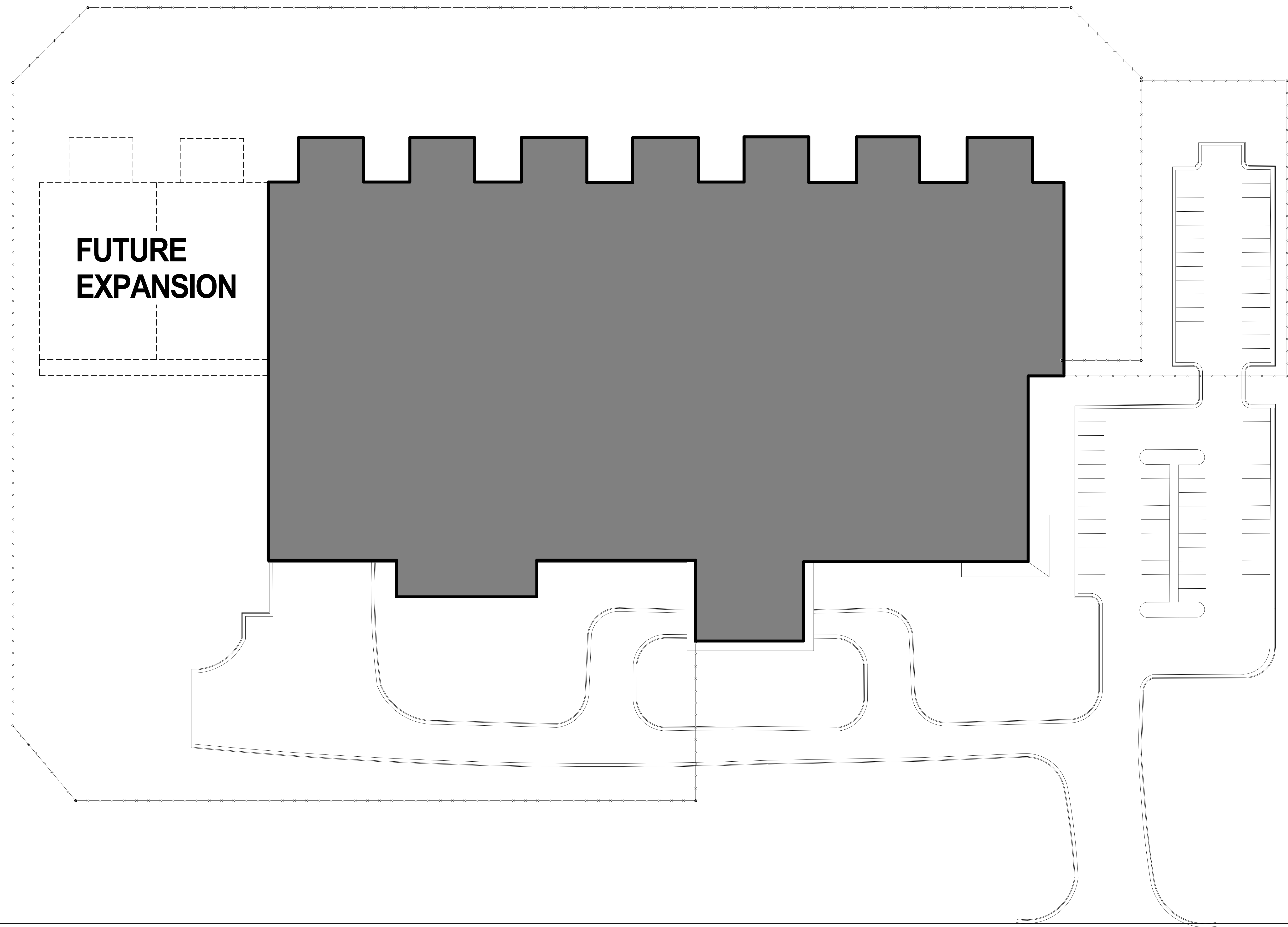
OPTION B RENDER

Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.3 – OPTION C, 900 BED NEW CORE AND 702 NEW JAIL BEDS:

These drawings represent a projected 50 year jail bed need on a remote site yet to be determined, but estimated at approximately 20 acres with good access to available utilities. The existing detention facility on Ribaut Road could be re-purposed / demolished for future courthouse or law enforcement uses.

20 ACRE SITE



FUTURE EXPANSION

MAIN ROAD

OPTION C SITE PLAN

MOSELEYARCHITECTS
 11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING, SUITE 225 CHARLOTTE, NC 28277
 PHONE (704) 940-3785 FAX (704) 940-3784
 MOSELEYARCHITECTS.COM

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SITE PLAN OPTION C

A1.3



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY

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FIRST FLOOR PLAN

OPTION C

Department Legend

- BUILDING SERVICES
- DETENTION HOUSING



OPTION C

MEZZANINE FLOOR
PLAN

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BUILDING MASSING

OPTION C MASSING



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BUILDING RENDER

OPTION C RENDER

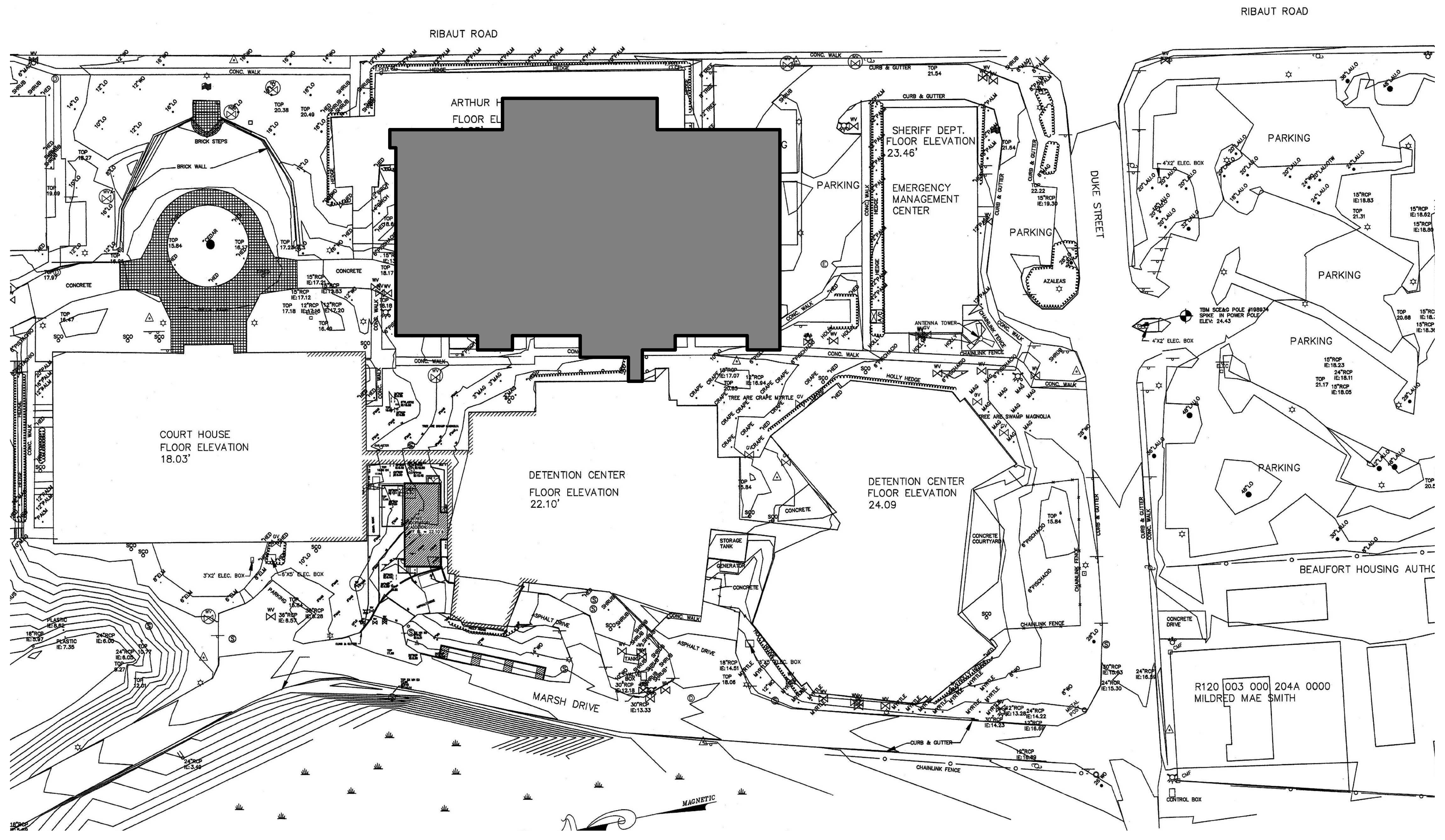
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Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.4 – OPTION D, 900 BED NEW CORE AND 240 NEW JAIL BEDS:

These drawings represent a projected 25 year jail bed need on the current site on Ribaut Road. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing Arthur Horne Building adjacent to the Sheriff's Law Enforcement Facility. Future expansion could occur either adjacent to the new facility and / or the vacated old jail core areas when needed.

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BEAUFORT COUNTY JAIL
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SITE PLAN OPTION D

OPTION D SITE PLAN

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FIRST FLOOR PLAN



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY

OPTION D



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING

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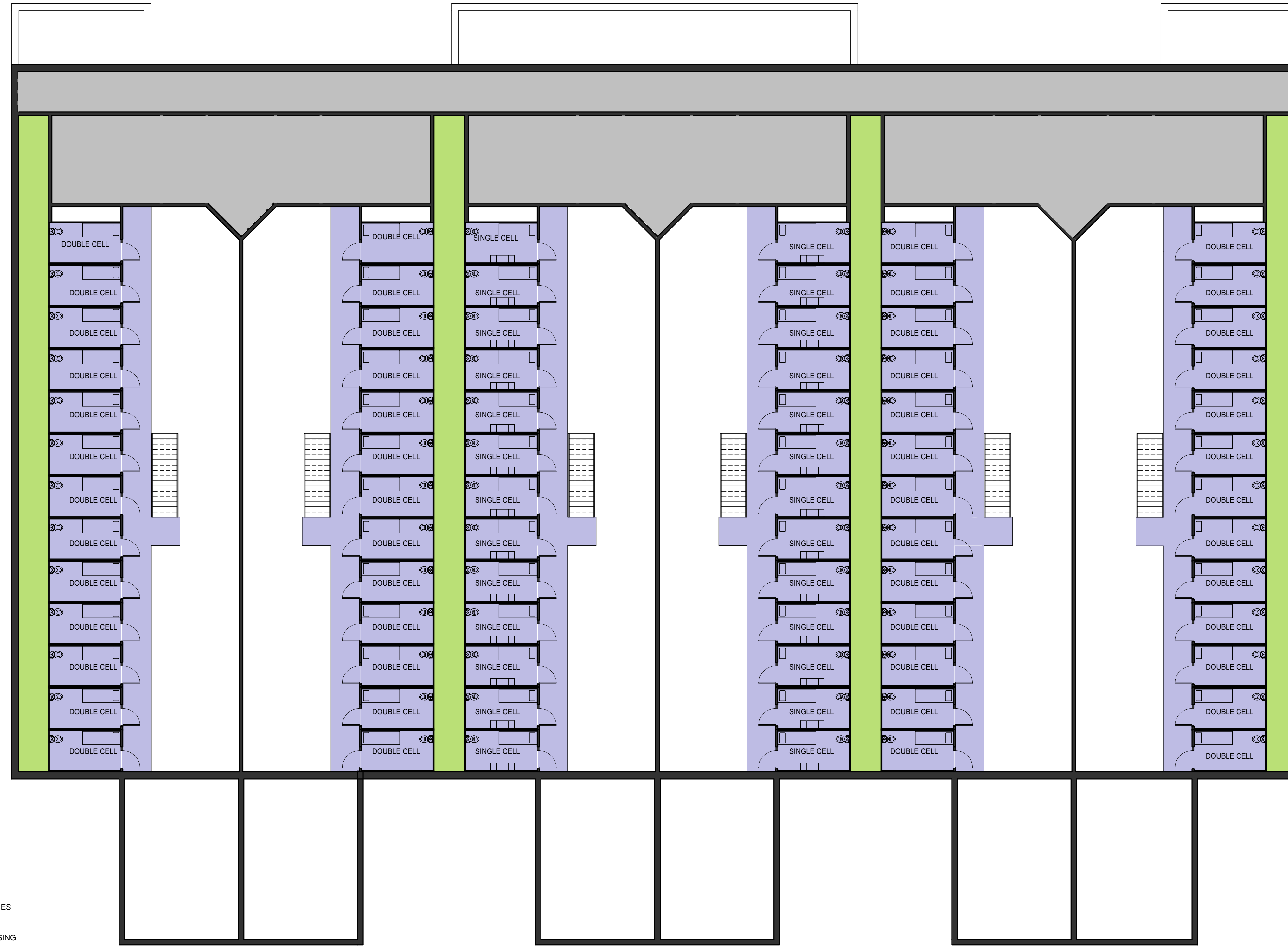
SECOND FLOOR
PLAN

OPTION D

A3.1

Department Legend

- BUILDING SERVICES
- DETENTION HOUSING



**PROGRESS
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BEAUFORT COUNTY JAIL
 560100

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MEZZANINE FLOOR
 PLAN

OPTION D



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BUILDING MASSING

OPTION D MASSING

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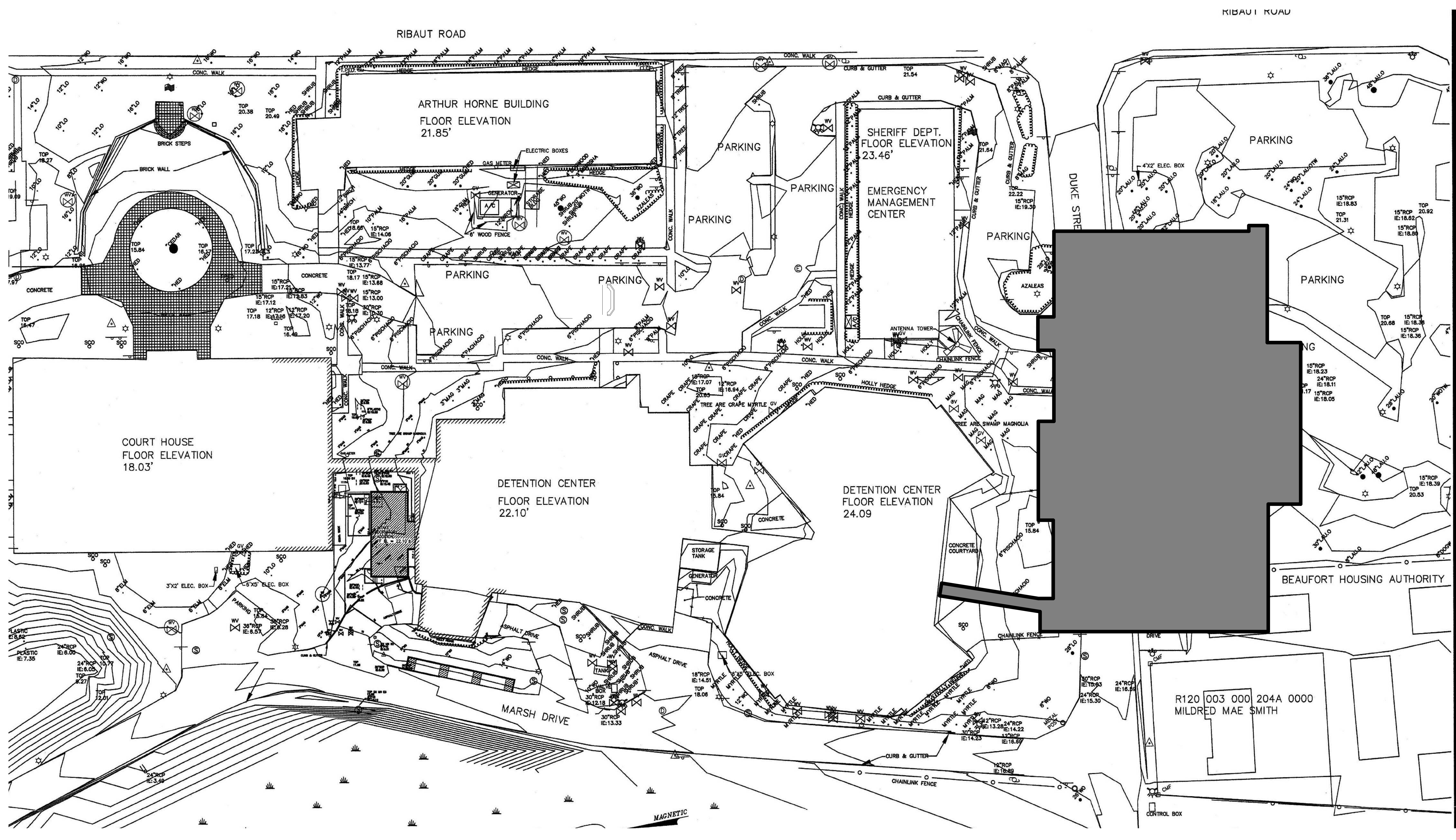
OPTION D RENDER

Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.5 – OPTION E, 900 BED NEW CORE AND 240 NEW JAIL BEDS:

These drawings represent a projected 25 year jail bed need on the current site on Ribaut Road across from Duke Street. The existing 255 rated beds would be renovated to meet current jail standards. It requires demolition of the existing surface parking area and selective demolition to some existing public housing units. This option does not address replacement of lost parking, and requires closure of Duke Street and an elevated connector to the existing detention facility. Future expansion phases could be added adjacent to the new facility and / or on the vacated existing jail core area.

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SITE PLAN OPTION E

OPTION E SITE PLAN

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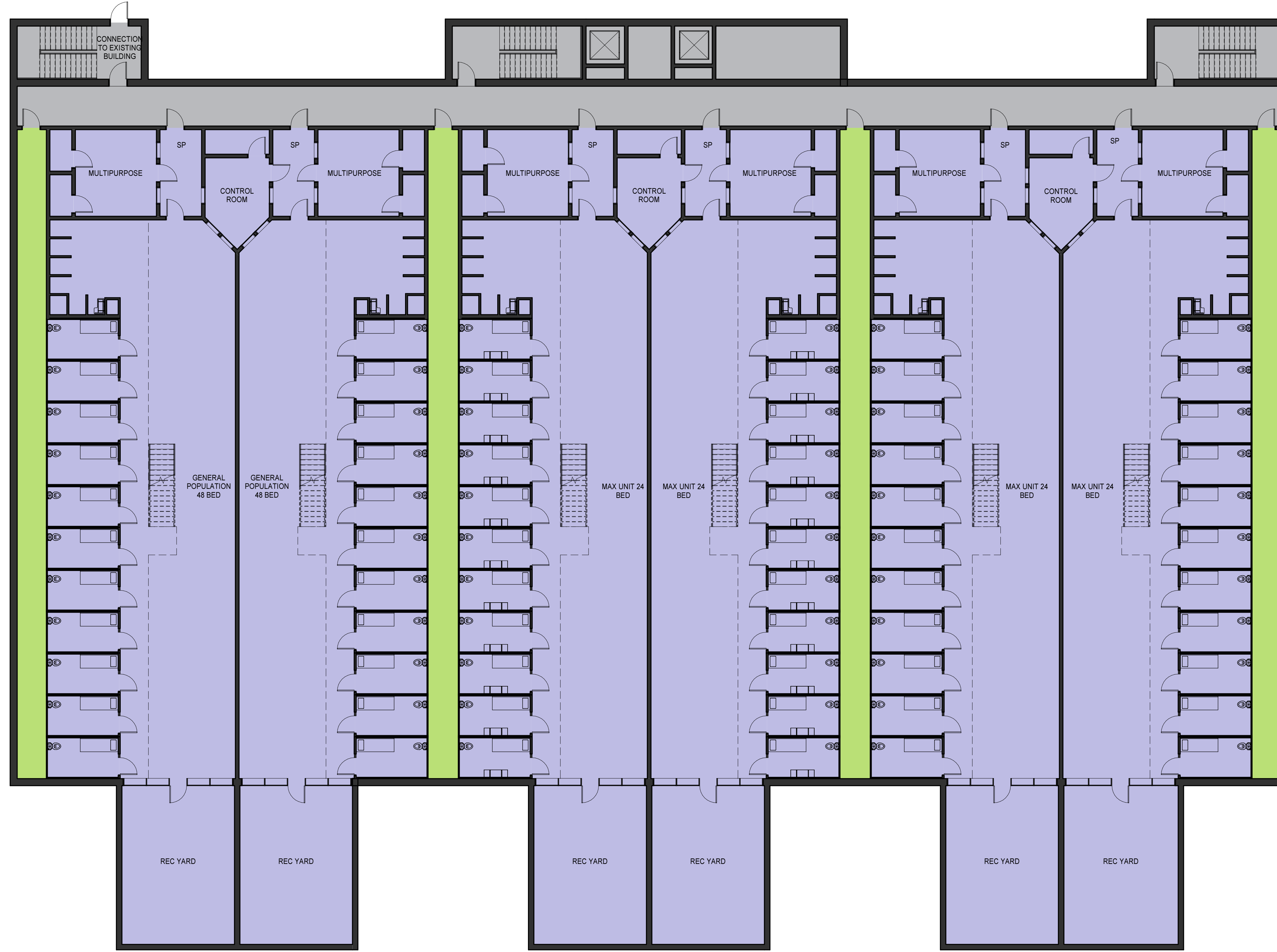
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 - CIRCULATION
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY

BEAUFORT COUNTY JAIL
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FIRST FLOOR PLAN

OPTION E



- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING

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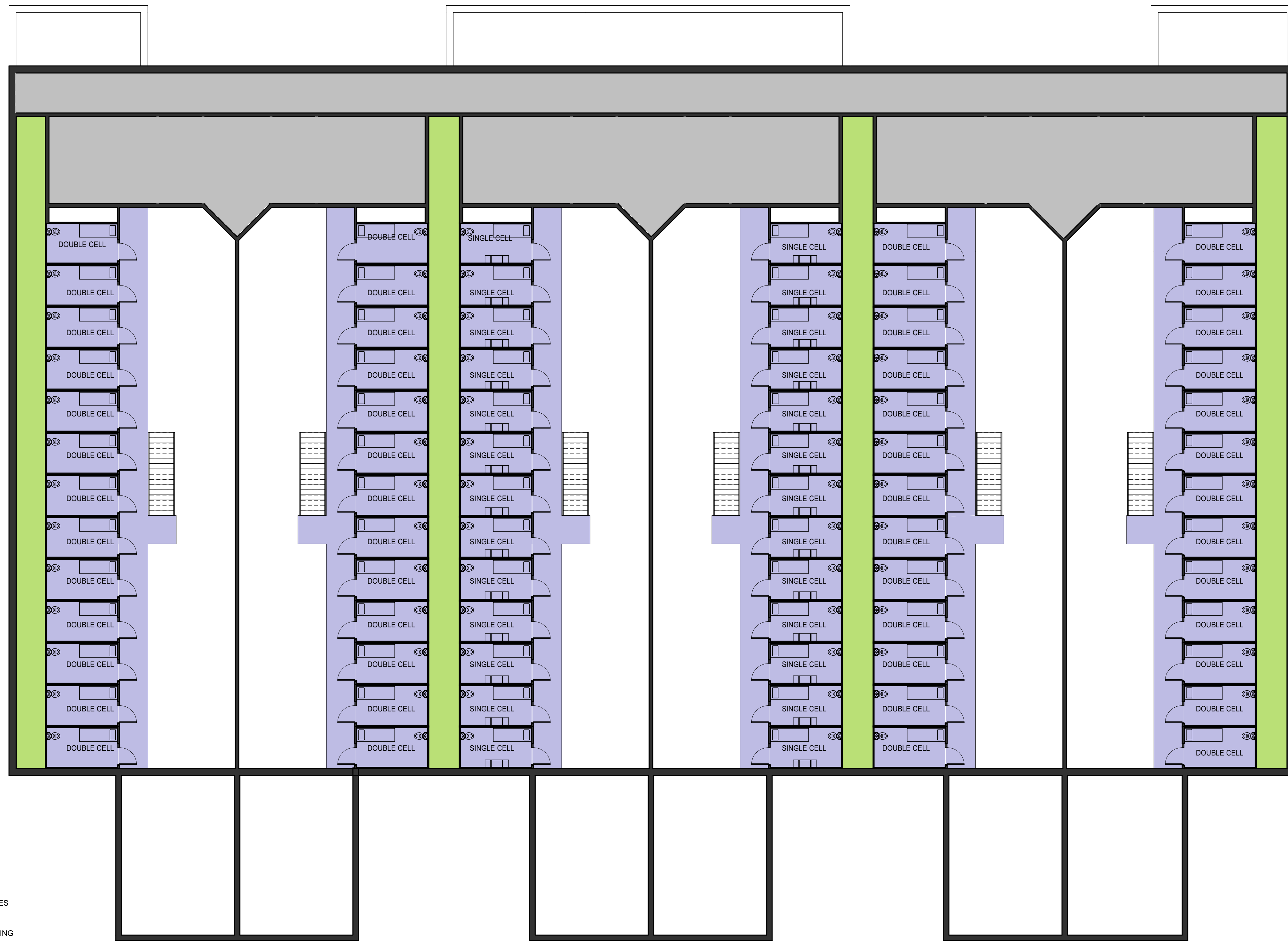
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SECOND FLOOR
PLAN

OPTION E

Department Legend

- BUILDING SERVICES
- DETENTION HOUSING



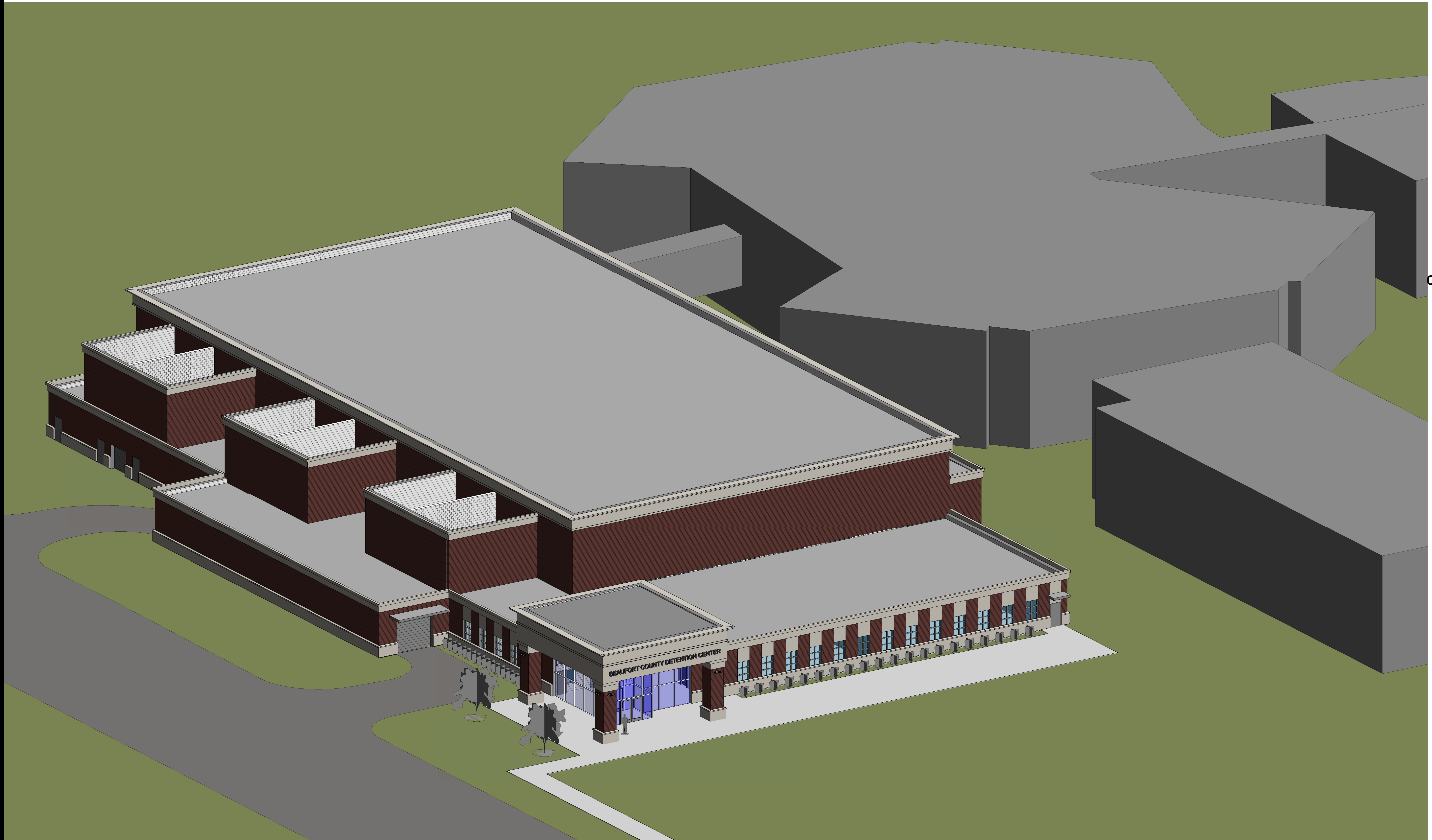
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MEZZANINE FLOOR
 PLAN

OPTION E



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BUILDING MASSING

OPTION E MASSING

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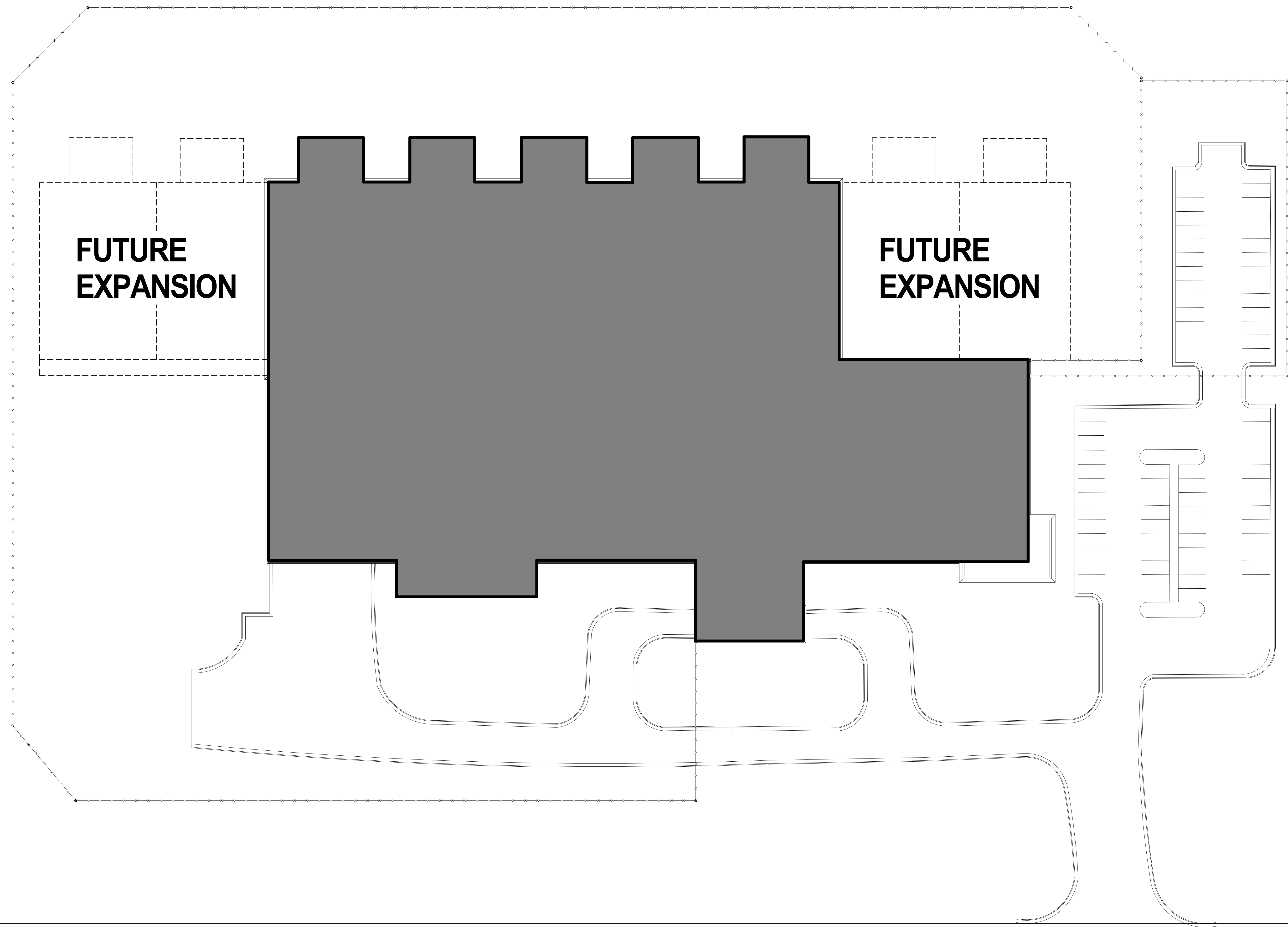
OPTION E RENDER

Section 5 – Graphic Site Plans, Floor Plans, Massing Models

SECTION 5.6 – OPTION F, 900 BED NEW CORE AND 510 NEW JAIL BEDS:

These drawings represent a projected 25 year jail bed need on a remote site yet to be determined, but estimated at approximately 20 acres with good access to available utilities. Future expansion areas will be pre-planned on this site and room exists for other Public Safety-related buildings potentially. The existing detention facility on Ribaut Road could be re-purposed / demolished for future courthouse or law enforcement uses.

20 ACRE SITE



FUTURE EXPANSION

FUTURE EXPANSION

MAIN ROAD

OPTION F SITE PLAN

MOSELEYARCHITECTS

11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING, SUITE 225 CHARLOTTE, NC 28277
PHONE (704) 940-3785 FAX (704) 940-3784
MOSELEYARCHITECTS.COM

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SITE PLAN OPTION
F

A1.3

- Department Legend
- BUILDING SERVICES
 - CIRCULATION
 - DETENTION HOUSING
 - INTAKE/PROCESSING/TRANSPORTATION
 - JAIL ADMINISTRATION/PUBLIC LOBBY
 - KITCHEN/SERVICE/LOADING/STORAGE
 - MEDICAL INFIRMARY



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BEAUFORT COUNTY JAIL
560100

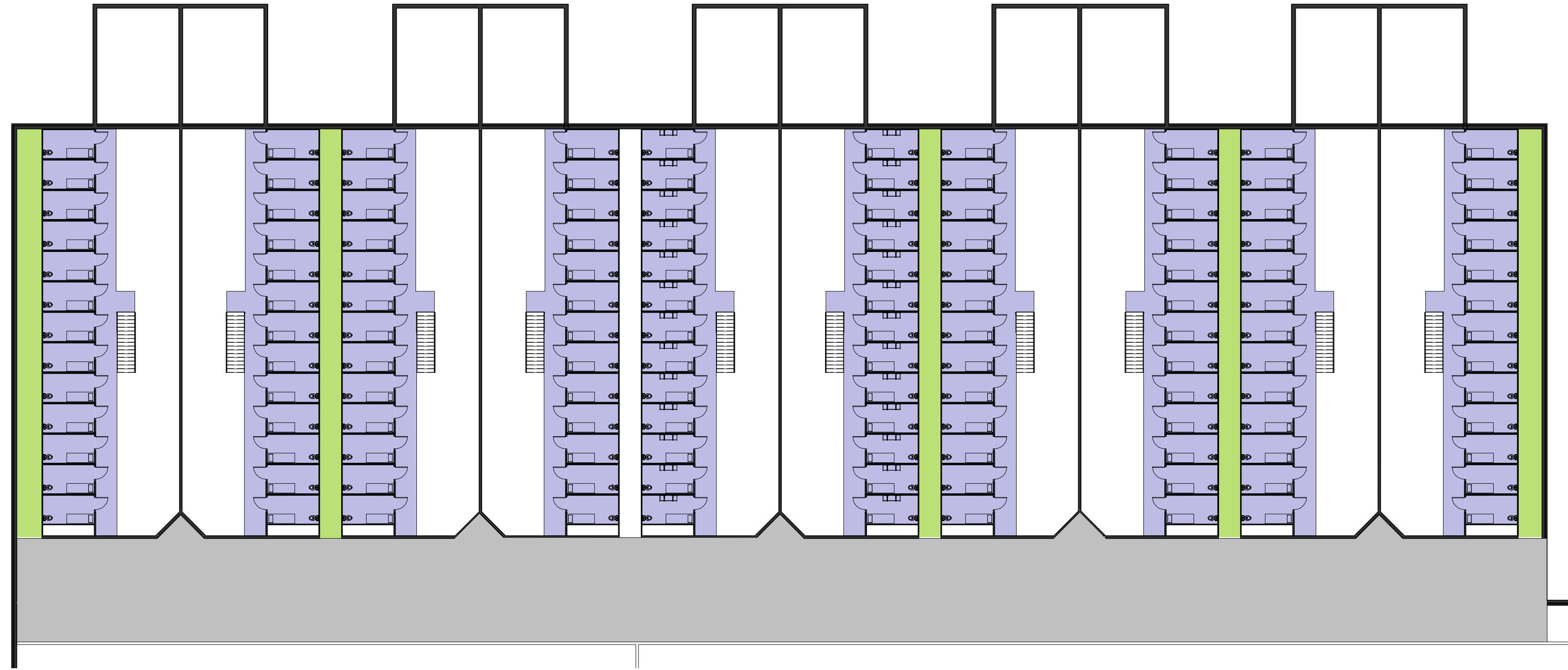
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FIRST FLOOR PLAN

OPTION F

Department Legend

- BUILDING SERVICES
- DETENTION HOUSING



OPTION F

MEZZANINE FLOOR
PLAN

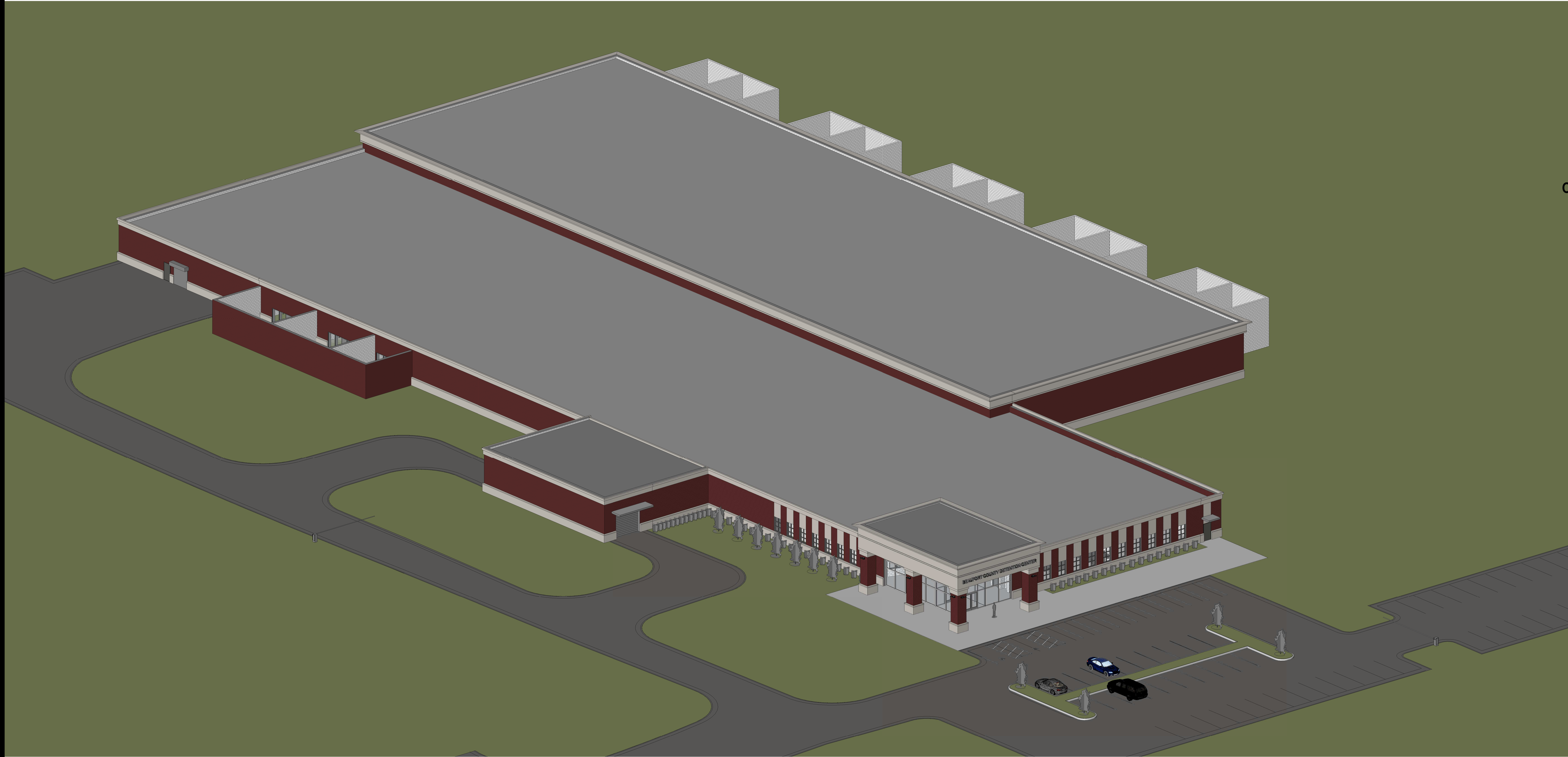
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BUILDING MASSING

OPTION F MASSING



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BUILDING RENDER

OPTION F RENDER

Section 6 – Opinions of Probable Total Project Costs

OPINION OF PROBABLE TOTAL PROJECT COST



| | | | |
|-----------------|--|---------------|-------------------------|
| Client: | <u>Beaufort County, SC</u> | Date: | <u>October 25, 2016</u> |
| Project Name: | <u>Beaufort County Detention Facility Study</u> | Computed By: | <u>DRM</u> |
| Description: | <u>Option A - 117,500 SF Detention Facility</u> | Checked By: | <u>DRM</u> |
| Project #560100 | <u>Addition with 900 Bed Core & 448 new Beds</u> | Sheet Number: | <u>1 of 1</u> |

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---|--|----------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 106,000 | SF | \$265.00 | \$28,090,000.00 |
| 2 | Vehicle Sallyport | 4,500 | SF | \$175.00 | \$787,500.00 |
| 3 | Outdoor Recreation Yards | 7,000 | SF | \$200.00 | \$1,400,000.00 |
| 4 | Existing Detention Facility Renovations / Improvements | N/A | SF | lump sum est. | \$3,000,000.00 |
| 5 | Misc. Site Demolition and New Connector to Existing Facility | N/A | SF | lump sum est. | \$1,000,000.00 |
| 6 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 7 | Construction / Design Contingency | N/A | SF | 5.00% | \$1,788,875.00 |
| 8 | Cost Escalation Contingency (12 months) | | | 5.00% | \$1,878,318.75 |
| | Subtotal | | | | \$39,444,693.75 |
| | Estimated Construction Cost - Building and Sitework | 117,500 | SF | \$335.70 | \$39,444,693.75 |
| Project Costs | | | | | |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$788,893.88 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$197,223.47 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$3,944,469.38 |
| 4 | Property Acquisition (assume County-owned land) | 0 | acres | \$0.00 | \$0.00 |
| | Subtotal | | | | \$4,930,586.72 |
| OPTION A - Addition - new core and additional housing | | | | | |
| Locate on Aurthur Horne Building site (demolish) | | | | | |
| TOTAL ESTIMATED PROJECT BUDGET - 448 new beds | | | | | \$44,375,280.47 |
| Notes: | | | | | |
| Existing 255 Beds to remain - total rated capacity = 703 | | | | | |
| Housing units - 2 levels with stairs, 'rear' chases in units | | | | | |
| Housing units to consist of: | | | | | |
| 2 - maximum security male units - 24 beds each | | | | | |
| 6 - medium security male units - 48 beds each | | | | | |
| 2 - male minimum security dorm units - 56 beds each | | | | | |
| Existing 255 beds to house females, juveniles, seg., etc. | | | | | |
| After new addition constructed, selective demolition | | | | | |
| and connector to the existing beds is needed. | | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Beaufort County, SC
 Project Name: Beaufort County Detention Facility Study
 Description: Option B - 118,200 SF Detention Facility
 Project #560100 Addition with 900 Bed Core & 448 new Beds

Date: October 25, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---------------------------|---|----------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 106,000 | SF | \$265.00 | \$28,090,000.00 |
| 2 | Vehicle Sallyport | 4,500 | SF | \$175.00 | \$787,500.00 |
| 3 | Outdoor Recreation Yards | 7,000 | SF | \$200.00 | \$1,400,000.00 |
| 4 | Existing Detention Facility Renovations / Improvements | N/A | SF | lump sum est. | \$3,000,000.00 |
| 5 | New Elevated Connector to Existing Facility | 700 | SF | \$500.00 | \$350,000.00 |
| 6 | Misc. Demolition | N/A | SF | lump sum est. | \$1,000,000.00 |
| 7 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 8 | Construction / Design Contingency | N/A | SF | 5.00% | \$1,806,375.00 |
| 9 | Cost Escalation Contingency (12 months) | | | 5.00% | \$1,896,693.75 |
| | Subtotal | | | | \$39,830,568.75 |
| | Estimated Construction Cost - Building and Sitework | 118,200 | SF | \$336.98 | \$39,830,568.75 |
| Project Costs | | | | | |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$796,611.38 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$199,152.84 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$3,983,056.88 |
| 4 | Property Acquisition - need to purchase additional property across Duke Street and close Duke Street | N/A | acres | lump sum est. | \$1,000,000.00 |
| | Subtotal | | | | \$5,978,821.09 |
| | OPTION B - Addition - new core and additional housing | | | | |
| | Locate on existing parking lot across from Duke Street | | | | |
| | TOTAL ESTIMATED PROJECT BUDGET - 448 new beds | | | | \$45,809,389.84 |
| | Notes: | | | | |
| | Existing 255 Beds to remain - total rated capacity = 703 | | | | |
| | Housing units - 2 levels with stairs, 'rear' chases in units | | | | |
| | Housing units to consist of: | | | | |
| | 2 - maximum security male units - 24 beds each | | | | |
| | 6 - medium security male units - 48 beds each | | | | |
| | 2 - male minimum security dorm units - 56 beds each | | | | |
| | Existing 255 beds to house females, juveniles, seg., etc. | | | | |
| | After new addition constructed, selective demolition and connector to the existing beds is needed across Duke Street - elevated. Additional property needed. | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Beaufort County, SC
 Project Name: Beaufort County Detention Facility Study
 Description: Option C - 165,200 SF Detention Facility
 Project #560100 New with 900 Bed Core and 702 Beds

Date: October 25, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---------------------------|---|----------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 151,000 | SF | \$265.00 | \$40,015,000.00 |
| 2 | Vehicle Sallyport | 3,600 | SF | \$175.00 | \$630,000.00 |
| 3 | Outdoor Recreation Yards | 10,600 | SF | \$200.00 | \$2,120,000.00 |
| 4 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 5 | Construction / Design Contingency | N/A | SF | 5.00% | \$2,213,250.00 |
| 6 | Cost Escalation Contingency (12 months) | | | 5.00% | \$2,323,912.50 |
| | Subtotal | | | | \$48,802,162.50 |
| | Estimated Construction Cost - Building and Sitework | 165,200 | SF | \$295.41 | \$48,802,162.50 |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$976,043.25 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$244,010.81 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$4,880,216.25 |
| 4 | Property Acquisition | 20 | acres | \$100,000.00 | \$2,000,000.00 |
| | Subtotal | | | | \$8,100,270.31 |
| | OPTION C - Remote New Facility - new core and housing | | | | |
| | TOTAL ESTIMATED PROJECT BUDGET - 704 new beds | | | | \$56,902,432.81 |
| | Notes: | | | | |
| | Replacement Jail Facility - then repurpose existing jail | | | | |
| | Housing units - 2 levels with stairs, 'rear' chases in units | | | | |
| | New Housing units to consist of: | | | | |
| | 4 - maximum security male units - 24 beds each | | | | |
| | 8 - medium security male units - 48 beds each | | | | |
| | 2 - medium security female units - 48 beds each | | | | |
| | 1 - male minimum security dormitory unit - 56 beds | | | | |
| | 1 - female minimum security dormitory unit - 56 beds | | | | |
| | 1 - maximum security segregation unit - 14 beds | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Beaufort County, SC
 Project Name: Beaufort County Detention Facility Study
 Description: Option D - 97,000 SF Detention Facility
 Project #560100 Addition with 900 Bed Core & 240 new Beds

Date: October 25, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---|--|---------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 88,500 | SF | \$265.00 | \$23,452,500.00 |
| 2 | Vehicle Sallyport | 4,500 | SF | \$175.00 | \$787,500.00 |
| 3 | Outdoor Recreation Yards | 4,000 | SF | \$200.00 | \$800,000.00 |
| 4 | Existing Detention Facility Renovations / Improvements | N/A | SF | lump sum est. | \$3,000,000.00 |
| 5 | Misc. Site Demolition and New Connector to Existing Facility | N/A | SF | lump sum est. | \$1,000,000.00 |
| 6 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 7 | Construction / Design Contingency | N/A | SF | 5.00% | \$1,527,000.00 |
| 8 | Cost Escalation Contingency (12 months) | | | 5.00% | \$1,603,350.00 |
| | Subtotal | | | | \$33,670,350.00 |
| | Estimated Construction Cost - Building and Sitework | 97,000 | SF | \$347.12 | \$33,670,350.00 |
| Project Costs | | | | | |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$673,407.00 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$168,351.75 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$3,367,035.00 |
| 4 | Property Acquisition (assume County-owned land) | 0 | acres | \$0.00 | \$0.00 |
| | Subtotal | | | | \$4,208,793.75 |
| OPTION D - Addition - new core and additional housing | | | | | |
| Locate on Aurthur Horne Building site (demolish) | | | | | |
| TOTAL ESTIMATED PROJECT BUDGET - 240 new beds | | | | | \$37,879,143.75 |
| Notes: | | | | | |
| Existing 255 Beds to remain - total rated capacity = 495 | | | | | |
| Housing units - 2 levels with stairs, 'rear' chases in units | | | | | |
| Housing units to consist of: | | | | | |
| 2 - maximum security male units - 24 beds each | | | | | |
| 4 - medium security male units - 48 beds each | | | | | |
| Existing 255 beds to house females, juveniles, seg., etc. | | | | | |
| After new addition constructed, selective demolition | | | | | |
| and connector to the existing beds is needed. | | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Beaufort County, SC
 Project Name: Beaufort County Detention Facility Study
 Description: Option E - 97,700 SF Detention Facility
 Project #560100 Addition with 900 Bed Core & 240 new Beds

Date: October 25, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---|--|---------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 88,500 | SF | \$265.00 | \$23,452,500.00 |
| 2 | Vehicle Sallyport | 4,500 | SF | \$175.00 | \$787,500.00 |
| 3 | Outdoor Recreation Yards | 4,000 | SF | \$200.00 | \$800,000.00 |
| 4 | Existing Detention Facility Renovations / Improvements | N/A | SF | lump sum est. | \$3,000,000.00 |
| 5 | New Elevated Connector to Existing Facility | 700 | SF | \$500.00 | \$350,000.00 |
| 6 | Misc. Demolition | N/A | SF | lump sum est. | \$1,000,000.00 |
| 7 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 8 | Construction / Design Contingency | N/A | SF | 5.00% | \$1,544,500.00 |
| 9 | Cost Escalation Contingency (12 months) | | | 5.00% | \$1,621,725.00 |
| | Subtotal | | | | \$34,056,225.00 |
| | Estimated Construction Cost - Building and Sitework | 97,700 | SF | \$348.58 | \$34,056,225.00 |
| Project Costs | | | | | |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$681,124.50 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$170,281.13 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$3,405,622.50 |
| 4 | Property Acquisition - need to purchase additional property across Duke Street and close Duke Street | N/A | acres | lump sum est. | \$1,000,000.00 |
| | Subtotal | | | | \$5,257,028.13 |
| OPTION E - Addition - new core and additional housing | | | | | |
| Locate on existing parking lot across from Duke Street | | | | | |
| TOTAL ESTIMATED PROJECT BUDGET - 240 new beds | | | | | \$39,313,253.13 |
| Notes: | | | | | |
| Existing 255 Beds to remain - total rated capacity = 495 | | | | | |
| Housing units - 2 levels with stairs, 'rear' chases in units | | | | | |
| Housing units to consist of: | | | | | |
| 2 - maximum security male units - 24 beds each | | | | | |
| 4 - medium security male units - 48 beds each | | | | | |
| Existing 255 beds to house females, juveniles, seg., etc. | | | | | |
| After new addition constructed, selective demolition and connector to the existing beds is needed across Duke Street - elevated. Additional property needed. | | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Beaufort County, SC
 Project Name: Beaufort County Detention Facility Study
 Description: Option F - 139,700 SF Detention Facility
 Project #560100 New with 900 Bed Core and 510 Beds

Date: October 25, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

| Item No. | Description | Area | Unit | Unit Cost | Total Cost |
|---------------------------|---|----------------|-----------|-----------------|------------------------|
| Construction Costs | | | | | |
| 1 | New 2 story Jail Construction - "conditioned" square feet | 128,000 | SF | \$265.00 | \$33,920,000.00 |
| 2 | Vehicle Sallyport | 3,600 | SF | \$175.00 | \$630,000.00 |
| 3 | Outdoor Recreation Yards | 8,100 | SF | \$200.00 | \$1,620,000.00 |
| 4 | Site Development | N/A | SF | lump sum est. | \$1,500,000.00 |
| 5 | Construction / Design Contingency | N/A | SF | 5.00% | \$1,883,500.00 |
| 6 | Cost Escalation Contingency (12 months) | | | 5.00% | \$1,977,675.00 |
| | Subtotal | | | | \$41,531,175.00 |
| | Estimated Construction Cost - Building and Sitework | 139,700 | SF | \$297.29 | \$41,531,175.00 |
| 1 | Fixtures, Furnishings & Equipment (FF&E of finished space) | N/A | N/A | 2.00% | \$830,623.50 |
| 2 | Site and Construction Testing | N/A | N/A | 0.50% | \$207,655.88 |
| 3 | Misc. Fees / Costs | N/A | N/A | 10.00% | \$4,153,117.50 |
| 4 | Property Acquisition | 20 | acres | \$100,000.00 | \$2,000,000.00 |
| | Subtotal | | | | \$7,191,396.88 |
| | OPTION F - Remote New Facility - new core and housing | | | | |
| | TOTAL ESTIMATED PROJECT BUDGET - 510 new beds | | | | \$48,722,571.88 |
| | Notes: | | | | |
| | Replacement Jail Facility - then repurpose existing jail | | | | |
| | Housing units - 2 levels with stairs, 'rear' chases in units | | | | |
| | New Housing units to consist of: | | | | |
| | 4 - maximum security male units - 24 beds each | | | | |
| | 4 - medium security male units - 48 beds each | | | | |
| | 2 - medium security female units - 48 beds each | | | | |
| | 1 - male minimum security dormitory unit - 56 beds | | | | |
| | 1 - female minimum security dormitory unit - 56 beds | | | | |
| | 1 - maximum security segregation unit - 14 beds | | | | |

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

Section 7 – Agendas and Minutes

MOSELEYARCHITECTS

11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING - SUITE 225 • CHARLOTTE, NORTH CAROLINA 28277
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March 29, 2016

PROJECT LAUNCH – AGENDA

PROJECT Beaufort County Detention Center Needs Assessment

ARCHITECT'S PROJECT NO. 560100

DATE AND LOCATION March 29, 2016 1:00 pm / ECR 100 Ribaut Road

PROJECT TEAM

Dan Mace – Project Architect
Todd Davis – Project Manager
Jason Hopkins – Building Information Modeling
Russell Giles – Constructability Analysis
John Nichols – Energy Analytics
Jason Forsyth – MEP Engineer
Steven Cooke – Structural Engineer
John Edmund – Security Systems
Laurie Gibbs – PREA and Procedures Compliance
Ryan Slattery – Site Engineering (Alliance)
Jeremy Holt – Cost Estimator (Cumming)

INTRODUCTIONS AND PROJECT OVERVIEW

WHAT ARE KEY ISSUES TO ADDRESS?

PROCESS DELIVERABLES

1. Overview of Beaufort County Criminal Justice System
2. Inventory and assessment of current facility to determine the feasibility of expansion/renovation.
3. Conduct an inventory and assessment of the detention center to determine the physical condition and the conformance or non-conformance of the current facility with applicable codes and standards. Analyze the ability of the existing facility to meet current and future demands including adequacy of core support areas.
4. Data gathering and analysis.
5. Forecasting capacity requirements for 50 years in 10 year increments.
6. Space and operational requirements for future facility.

7. Location of a new facility within Beaufort County and land requirements with site evaluation.
8. Project cost for a future facility to include operations and maintenance.
9. Project schedule with critical path.
10. Public relations plan.
11. Preparation of a final Needs Assessment Report.

COMMUNICATION – PREFERRED MEETING DATE / TIME

SCHEDULE FOR DELIVERABLES

DATA NEEDS FROM COUNTY

1. Past confinement data (5 years prior)
2. Electronic copies of contracted services related to jail operations
3. Electronic copy of current policies and procedures manual, post orders, inmate handbook
4. Organizational chart of the detention center
5. Inmate programs currently offered at the facility
6. SRF data: vacation, sick leave, holidays, military leave, break time, comp time, etc.
7. Existing site plan, building plans and specifications
8. Potential County-owned property maps under consideration for a replacement location
9. If Sheriff's law enforcement space is to be analyzed, need organizational chart and existing space layout of current location

SPACE PLANNING QUESTIONNAIRES

PLAN NEXT STEPS AND SET MEETING DATE

OTHER CONCERNS / QUESTIONS

ADJOURN

TOUR CURRENT FACILITY

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MEMORANDUM OF CONFERENCE

PROJECT Beaufort County Detention Center Needs Assessment Study

ARCHITECT'S PROJECT NO. 560100

DATE AND LOCATION Tues, March 29th, 2016, Executive Conference Room

PRESENT

For: Beaufort County
* Mr. Phil Foot-Public Safety Director
Mr. Mark Roseneau-Facilities Director
Ms. Andrea Atherton-Engineering
Mr. Joshua Gruber-Deputy County Administrator
Ms. Quandara Grant-Detention Administrator

For Moseley Architects
Mr. Dan Mace-Principle
Mr. Todd Davis-Project Manager

DISCUSSIONS AND DECISIONS.

The purpose of the meeting was to kick off the Detention Center Needs Assessment Study:

1. The kick-off meeting was held in the Executive Conference Room, Beaufort County Administration
 - a. Mr. Foot started the meeting with introductions of Beaufort County staff in attendance, followed by introductions of Moseley Architects principal Dan Mace and Project Manager Todd Davis
 - b. Moseley Architects heard comments from each member about expectations of the study.

In addition to the scope defined in the RFP a few additional concerns consisted of:

- How the criminal justice system impacts jail population
- Desire to have systems evaluated for life span/ replacement/ updated.
- Current security system needs to be updated/replaced
- Energy conservation items that may be addressed in current facility to reduce operational cost
- Expandability to current facility- new FEMA flood maps must be considered.
- Should the study recommend a replacement facility then north of Broad may be best options to consider
- Accurate cost estimates
- Realistic and accurate time schedules
- Phasing issues are very important
- Explore maintenance issues, IE: salt water deteriorating exterior doors, plumbing issues, locks (currently use electrical mechanical doors without any issues)
- Porcelain toilets creates problems
- Security System costly to maintain and hard to get parts.

MEMORANDUM OF CONFERENCE

RE: Beaufort County Detention Center Needs Assessment Study

March 29th, 2016 ECR

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April 4, 2016

2. Main point of contact for the project will be Mr. Foot for Beaufort County and Todd Davis for Moseley Architects
 - a. A list of jail confinement data was listed in the agenda for the county to provide to Moseley to produce the long term (50 year) inmate bed need projections.
 - b. Col. Grant to send the year end reports to Todd Davis and other requested data
 - c. Mr. Foot to provide current facility drawing upon list provided from Dan Mace
 - d. Space planning questionnaires to be provide by Moseley to Beaufort County to aid in determining administrative and support space. Should the county wish to include the Sheriff's office in this scope then they will need to be sent to the Sheriff and his staff as well.
 - e. Time line for this study to be completed within 4 to 6 months from the date of the kick-off meeting. Meetings will be conducted on as needed bases expected to be on a every 2 weeks cycle with agreed upon dates from meeting to meeting.

3. Technology improvements discussed:
 - a. Video Bonding, video Arraignment, Video visitation, video attorney visits, possible video mental health services.
 - b. Touch screens vs graphic panels,
 - c. Vacuum plumbing system for jail use.
 - d. The next meeting will include engineers from Moseley Architects to start assessment of current detention facility. Date for that meeting yet to be determined. Meeting was adjourned followed by a tour of the current facility by Dan and Todd escorted by Col. Grant

The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.

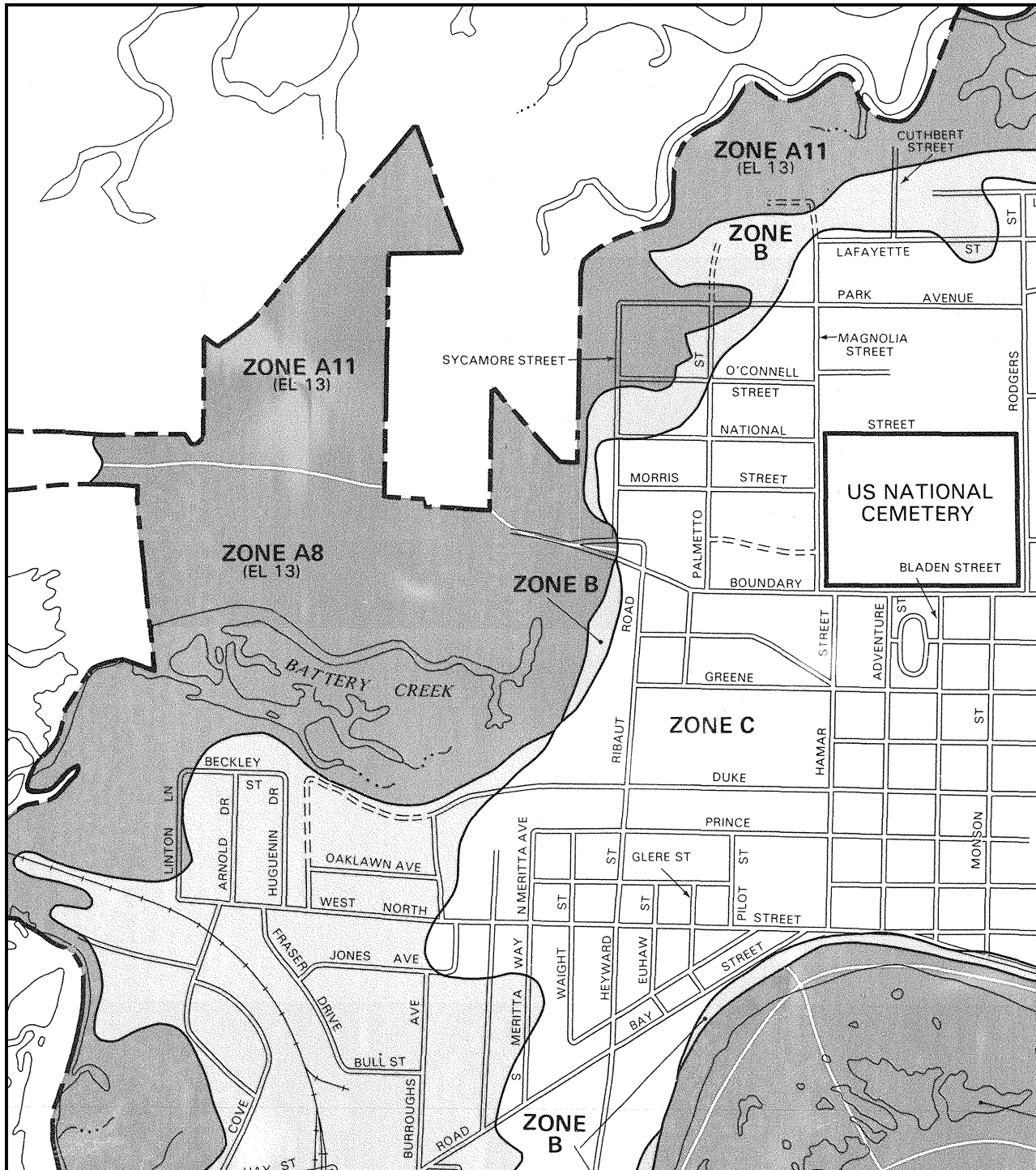
NOTES BY: 

REVIEWED BY: 

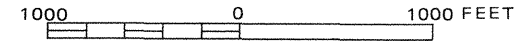
Todd Davis
Project Manager

Dan Mace
Vice President

DISTRIBUTION: As indicated by (*) above, also:
Mr. Phil Foot-Beaufort County
Dan Mace
Todd Davis



APPROXIMATE SCALE



NATIONAL FLOOD INSURANCE PROGRAM

FIRM
FLOOD INSURANCE RATE MAP

CITY OF
BEAUFORT,
SOUTH CAROLINA
BEAUFORT COUNTY

(ONLY PANEL PRINTED)

COMMUNITY-PANEL NUMBER
450026 0005 D

MAP REVISED:
SEPTEMBER 29, 1986



Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov

MOSELEY ARCHITECTS

MEMORANDUM OF CONFERENCE

PROJECT Beaufort County Detention Center Needs Assessment Study

ARCHITECT'S PROJECT NO. 560100

DATE AND LOCATION Wed, May 3rd, 2016, Detention Center Conference room

PRESENT

* For: Beaufort County
Mr. Phil Foot-Public Safety Director
Mr. Mark Roseneau-Facilities Director
Ms. Quandara Grant-Detention Administrator

For Moseley Architects
Mr. Dan Mace-Principle
Mr. Todd Davis-Project Manager
Mr. Jason Forsyth-Mechanical Engineer
Mr. Russell Roundy-Electrical Engineer

DISCUSSIONS AND DECISIONS.

The purpose of the meeting was to introduce Moseley Architects engineering staff to Beaufort Co, and discuss existing mechanical and electrical issues at current jail. Moseley's engineers toured the facility and made initial observations. Moseley Architects also discussed initial bed projections:

1. The detention needs assessment meeting was held in the conference room at the Beaufort County Detention Center.
 - a. Mr. Foot started the meeting with 2 general discussion about current costly mechanical and electrical issues the facility is enduring. Mr. Foot also informed Moseley staff of renovations, updates, repairs completed on the facility that pertain to electrical and mechanical matters.
 - b. Mr. Foot and Mr. Roseneau provided the following information:
 - HVAC system is approximately 15 years old and experiences problems often.
 - Desire to have systems evaluated for life span/ replacement/ updates.
 - Boilers may have to be replaced in 1-2 years as they too are aging.
 - Access to plumbing and mechanical spaces are very limited.
 - Smoke evacuation system is outdated and more of a smoke purge system.
 - Recently had to make repairs to the grease trap line due to constant clogging
 - Smoke detectors in the cell chases have been modified.
 - Smoke diverting dampers have been installed to divert the smoke toward the smoke detector.
 - The smoke system is maintained by H2 systems.
 - All wiring is copper.
 - Porcelain toilets creates problems.
 - Security System costly to maintain and hard to get parts.
 - Rooftop units need to be robust in construction due to proximity to coast. Salt in the air has degraded units quickly requiring them to be replaced prematurely.

MEMORANDUM OF CONFERENCE

RE: Beaufort County Detention Center Needs Assessment Study

May 3rd, 2016 Detention center conference room

Page 2

May 3rd, 2016

- Maintenance of mechanical units is a concern. Currently, all packaged rooftop units and compressors require constant repair. Consider centralized chilled water system.
 - Due to the southern coastal climate, humidity inside the building the facility needs to be controlled properly. Possible solution could be decoupling the airside system to provide conditioning of ventilation air prior to it being introduced into any other systems.
 - Automated Logic is County's preferred building automation system (BAS) manufacturer.
2. Moseley Architects' engineers then proceeded to tour the facility for initial observations, Mr. Foot, Mr. Roseneau, and Ms. Quandara Grant along with Mr. Mace and Mr. Davis discussed the initial jail bed projections and core size.
- a. Todd Davis shared two bed need projections produced using 10 years of confinement data from the detention center's records.
 - b. The first option was developed using the lowest admissions and lowest average length of stay (ALOS). This projected a total bed need for 50 years to the year 2065 of 590 beds.
 - c. The second option was developed using the highest admissions and highest average length of stay. This projected a total bed need for 50 years to the year 2065 of 1014 beds. This methodology is the recommended method from the National Institute of Corrections.
 - d. Mr. Foot and Col. Grant stated that they had estimated themselves a 50 year need of 1000 beds needed.
 - e. Mr. Foot asked that a bed need projection be calculated using an average number of admission and the overall average ALOS so that the county could see all 3 bed projection options.
 - (1) The 3 different type projection methods used, Lowest, Average and Highest are attached to this MOC for review.
3. Expansion of current facility vs total replacement facility:
- a. Mr. Foot requested that Moseley Architects identify size of needed square footage to meet the bed needs projections in both an expansion layout as well as a total replacement facility.
 - b. Todd Davis has now calculated the bed needs based on the averages and are included in the attachment to this MOC.
4. Todd Davis and Moseley Architects' security engineer John Edmund will be back on site to conduct an assessment of the detention facility security system, Scheduled for May 26th, 2016
5. Additional various data needed from Beaufort County:
- a. Electric bills for the Detention Center for the past 12 months
 - b. New flood maps for the Government Center location
 - c. Information on property adjacent to current Detention Center

The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.

MEMORANDUM OF CONFERENCE

RE: Beaufort County Detention Center Needs Assessment Study

May 3rd, 2016 Detention center conference room

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May 3rd, 2016

NOTES BY:

Todd Blake Davis Sr.

REVIEWED BY:



Todd Davis
Project Manager

Dan Mace
Vice President

DISTRIBUTION:

As indicated by (*) above, also:
Mr. Phil Foot-Beaufort County
Dan Mace
Todd Davis
Jason Forsyth
Russell Roundy

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Quandara Grant

Your Department: Beaufort County Detention Center

Your Division within the Department (if applicable): Operations

Your Telephone Number: 843-255-5218

Your email address: qgrant@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: The Beaufort County Detention Center is a 255 bed direct supervision facility, built in 1991 to provide a safe and secure environment for incarcerated inmates held on charges for various Law Enforcement Agencies within the Criminal Justice System. We provide meaningful programs for inmates in the area of resocialization, education, self-esteem, recreation and self-help. The facility complies with Federal and State regulations on the operation of the facility as well as the performance of the staff's official duties. The department has external agencies inspect in part or in whole to ensure guidelines are being met.

Operational goals and objectives: It is the goal of the Beaufort County Detention Center to provide and maintain a safe and humane environment, which offers an opportunity for change to those inmates and detainees who choose to take advantage of these opportunities. The purpose of the Beaufort County Detention Center is to:

(B). Protect society by providing methods of training and treatment which creates an atmosphere where inmates can learn to adapt to the societal norms of the community.

(C). Provide an environment for incarcerated persons in which change is possible. This shall include the protection of the offender from victimization within the Detention Center, as well as the practice of Due Process by internal administrative rule enforcement.

(D). Provide programs to incarcerated inmates and agency referral upon the inmate's release.

(E). Provide the courts with effective evaluative tools and information for use in sentencing decisions.

(F). Provide the necessary level of security.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated:

(1). I foresee a higher rate of arrests for more violent crimes.

(2). A need for a Work Release Center for sentenced inmates either internally or externally.

(3). A need for a Home Detention Program.

(4). A need to provide a space to comply with the federally mandated Prison Rape Elimination Act (PREA).

(5). A larger space to house Youthful Offenders.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

(6). A forensic unit to separate and identify inmates with mental health risks.

Why?

(1). The population of Beaufort County residence increases of about 4,000 a year; therefore transients and violent offenders from other jurisdictions transition here.

(2). The creation of a minimum security/work release facility would be used as a work release program, used to house inmate workers at the detention center and those that provide services in the community, as well as some offenders who simply do not need to be in a more secure setting awaiting trial or serving time. An external facility would be more ideal due to the risk of contraband entering the facility from the outside.

(3). As crime increases and the population rises, a Home Detention Program would reduce the jail population by releasing those inmates with less serious offenses back into the community to be supervised by qualified staff and monitored via the electronic monitoring system. It serves as an alternative to full-time Imprisonment.

(4). PREA is a federally mandated legislation which requires correctional and juvenile facilities to separate 17 year olds from 18 year old inmates and above. The federal government defines a 17 year old as a juvenile while the state of South Carolina considers them as an adult. In order to comply with PREA standards, 17 year olds must be kept separate from the adult population and the Youthful Offenders, which are 16 year olds, charged with a class A, B, C, or D felony which carries a sentence of 15 years or more.

(5). Youthful Offenders waived to adult court must be separated from the adult population by sight and sound. Although they are 16 years of age and incarcerated in an adult facility, they are still considered juveniles. To accommodate this law, we must provide a space suitable to house these inmates.

(6). Due to an increase of the mental health population, we are in need of a forensic unit to help identify and separate those inmates that could be a possible threat to themselves and/or other inmates. The primary responsibility of the Forensic Services would be to evaluate the offenders held in the detention center and make the necessary recommendations to the courts for outpatient placement and evaluation for those inmates who are deemed unfit for incarceration in a jail setting.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|--|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Director | 1 | 1 | x | | | |
| Deputy Director | 1 | 1 | x | | | |
| Security Lieutenant | 1 | 1 | x | | | |
| Office of Professional Standards | 1 | 1 | x | | | |
| Administrative Supervisor | 1 | 1 | x | | | |
| Shift Sergeant | 4 | 4 | | x | | |
| Booking Supervisor | 6 | 6 | | | | x |
| Transportation Supervisor | 1 | 1 | | x | | |
| Classification Supervisor | 1 | 1 | | x | | |
| Director of Programs and Inmate Services | 1 | 1 | | x | | |
| Part-time Inmate Programs and Services Coordinator | 1 | 1 | | x | | |
| Intelligence Officer | 1 | 1 | x | | | |
| Maintenance Officer | 1 | 2 | x | | | |
| Property Officer | 1 | 2 | x | | | |
| Administrative Technicians | 3 | 3 | | | x | |

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

| | | | | | | |
|------------------------|----|----|--|---|--|---|
| Classification Officer | 2 | 3 | | x | | |
| Transportation Officer | 4 | 6 | | x | | |
| Booking Officer | 3 | 6 | | | | x |
| Correctional Officers | 56 | 48 | | | | x |

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

- A video Visitation booth that is accessible to the public as well as legal counsel-We currently provide visitation services via the telephone from a centralized visitation area in each wing.
- A victim's room to separate victims from the defendant's friends and family-Currently the victim's room is not large enough to separate the victim and their family, from the defendant's family.
- A multi-purpose hearing room for special hearings (Probation, DSS, Prelims)
- A large training facility for staff trainings

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 15

What is the maximum number? 20

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 15

What is the maximum number? 25

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

- (A). A large training room to facilitate staff trainings, regional trainings, defensive tactics, with an adjoining exercise room.
- (B). Weekly Classification assessment boards.
- (C). Quarterly Shift Supervisor's meetings.
- (D). Promotion/Hiring boards.
- (E). Interagency Department meetings.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

- (A). Laptop computer
- (B). PowerPoint projector
- (C). Audio/Visual screen
- (D). Speakers
- (E). Microphones

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | 1 | 6 | | | |
| Inactive files in your office area | 12 | 2 | | | 14 |
| Inactive files <u>not</u> in your office area | | | | 200 | |

What percentage of your inactive files could be stored away from your department/division's office area?

0% if they are in the same building

50% if they are not in the same building

Other than filing, for what items does your department/division require storage space?

| | |
|------------------------------|-----------------------------------|
| (1)Property for the facility | (9)Weapons Storage |
| (2)Inmate Property | (10)Security Keys and Equipment |
| (3)Inmate Uniforms/Linen | (11)Riot Control Equipment |
| (4)Inmate Personal Clothing | (12)Officer Uniform |
| (5)Cleaning Supplies | (13)Ammunition |
| (6)Food Storage | (14)Paint Storage |
| (7)Medicine Storage | (15)Emergency Hurricane Equipment |
| (8)Hazmat Materials | |

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

| |
|--|
| |
| |

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

- (1) Medical and Mental Health services should be located in or near each other.
- (2) Booking, the Medical Department and Chaplain's office should be located near each other.
- (3) Classification and Programs and Services Office should be located near each other.
- (4) Shift Supervisor's office should be located near the housing units.
- (5) Office of Professional Standards and the Intelligence Office should be near each other.
- (6) Security Lieutenant's officer should be located near the armory.
- (7) Transportation Department should be located near Bond Court/Special Hearing Room.
- (8) Director/Deputy Director should be located in the Administration area.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

N/A

11. Describe any special requirements or concerns your department/division may have regarding security.

- (A) All Law Enforcement Officers must sign in for accountability
- (B) All County Employees must have county ID in possession
- (C) All Law Enforcement Officers must secure weapons prior to entering secured areas of facility
- (D) Transporting of inmates outside of the facility for court appearances

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

- (A) All light fixtures require high security/tamper resistant screws.
- (B) All screws are security screws
- (C) All light switches in maximum/super max, and IH areas need to be located on outside of cells
- (D) Medical cells need to be negative pressured cells.
- (E) Special plumbing/toilets which prevents flooding of cells

13. How many copiers does your department/division have? 8

How many fax machines? 4

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

- (A) Separate recreation area for those inmates on maximum security status.
- (B) Separate segregation unit for female inmates
- (C) Additional cells to accommodate Protective Custody Inmates.
- (D) A dry cell in intake for inmates with suspected contraband
- (E) 4-Additional cells in the medical unit
- (F) 3-Suicide cells with lexan doors in booking
- (G) 1-Padded cell in booking.
- (F) Separate office space for Fiscal Technician
- (G) Additional cells to accommodate inmates in Special Housing
- (H) Separate out door space w/ benches for officers
- (I) Additional cells for Maximum Security inmates.
- (J) Additional cells for Supermax inmates.
- (K) All food passes should be located at the base of the cell doors

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Theresa Williams

Your Department: Detention Center

Your Division within the Department (if applicable): Administration

Your Telephone Number: 843-255-5178

Your email address: theresaw@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: Administration houses three (3) members of the Command Staff and the administrative support staff (4). The administrative support staff is responsible for record keeping, mail, accounting, payroll, personnel, budget and any other tasks necessary to support the operation of the Detention Center.

Operational goals and objectives: To ensure the efficient operation of the Detention Center as it pertains to administrative matters.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated: Increase in work due to increase of inmates. If department is expanded in that time, increase in administrative personnel and correctional personnel.

Why? Increase in inmate population will necessitate expanded facility and an increase in administrative and correctional personnel to safely and securely operate the facility. Increased work will require increase in space to perform the work.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|---------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Administrative Supervisor | 1 | 1 | X | | | |
| Fiscal Technician II | 1 | 2 | | X | | |
| Administrative Technician | 2 | 3 | | | X | |
| | | | | | | |
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SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

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5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? _____

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 6

What is the maximum number? 7

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Organization meetings, review of contractor meetings, discuss needs and future goals. No special features needed.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

None.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | | 4 | 10 | | |
| Inactive files in your office area | | | | | |
| Inactive files <u>not</u> in your office area | | | | | |

What percentage of your inactive files could be stored away from your department/division's office area?

100% if they are in the same building

100% if they are not in the same building

Other than filing, for what items does your department/division require storage space?

| |
|-----------------|
| Office supplies |
|-----------------|

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

None

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

None

11. Describe any special requirements or concerns your department/division may have regarding security.

Secure door to Administration. Separate secure area in Administration for files. Safe for securing financial items.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

None.

13. How many copiers does your department/division have? 1

How many fax machines? 1

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

As it stands now, the space available is adequate for our needs. If our inmate population increases and/or our facility expands, this will require more space for personnel and the records and tasks required to support this expansion.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Cpl White # 5809

Your Department: BCDC

Your Division within the Department (if applicable): Classification

Your Telephone Number: 8432555174

Your email address: jw@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: The Services and functions that our department provides are, we classify all inmates that have been booked in within a 72 hour period to include strip searches, orientation of the facility's rules and regulations, issuing of all mandated items and proper placement within the facility. We conduct disciplinary investigations on inmates that have been reprimanded by officers or other staff members for major and or serious violation of rules and regulations outlined in the inmate handbook issued to them at the time of classification. We also ensure those inmates who receive disciplinary sentences are notified in a timely manner. We are responsible for various reports such as: segregation and demographic.

Operational goals and objectives: Our department's goal and objective is to achieve the maximum compatibility and safety within each housing unit through utilizing the objective classification style which enables us to determine the level of custody required for each inmate. Our daily goal is to maintain or safety and order while aiming to exceed the standards of the State.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated: In the next five years I expect that we will have a higher arrest rate therefore increasing the work load and requiring additional staff members within the department.

Why? The last few years a lot of our younger generation has been committing more crimes that land them in jail; Therefore, I feel with time we will have a higher arrest rate causing us to classify and house more inmates. There is also new ways inmates are concealing weapons, for example in watches and belt buckles, causing us to become more innovated in terms of detecting contraband.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|---------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Classification Supervisor | 1 | 1 | | X | | |
| Classification Officer | 2 | 3 | | X | | |
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SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

We have citizens from the community come in to sign up for community programs that the facility runs. The classification department orientates each individual before they are permitted to start the program. As of now, these individuals come in M-F from 8-4 with no specific time and we meet with them in the lobby area of the facility. I believe we would benefit by having a separate room with chairs and tables and a podium, we would then be able to have organized orientations. We would be able to set specific times and days when multiple people can come at once and I believe this would allow us to conduct a more formal and professional orientation.

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 5

What is the maximum number? 10

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 15

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What is the maximum number? 20

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

One of the duties in our department is to classify inmates. During the classification process each inmate must be strip searched and given an orientation before being housed. I believe our department would benefit with having a separate area for classifying inmates. This area should have a private space inside; big enough for three people to enter, 2 officers, to conduct strip search, and an inmate. There needs to be bolted down tables and chairs where inmates can sit while they are being oriented. There needs to be a cubicle or a desk and chair so an officer has a chance to speak with each inmate privately before they are housed. We also need a phone that will be able to interpret information for us when we are dealing with inmates that don't speak English.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

This area should have a television and DVD set up or some type of projector so video can be played explaining all the rules and regulations for new inmates being classified in the jail. Along with a podium for the officer to use to make the experience as professional as possible.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

We deal with an excessive amount of confidential paperwork on a daily basis. Our office requires an oversized copier and durable shredder. We also deal with a lot of inmates that don't speak English so we do require a translator phone so we may be able to communicate information to those inmates.

8. Does your department/division have centralized files?

Yes No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | | 1 | | | |
| Inactive files in your office area | 4 | | | | |
| Inactive files <u>not</u> in your office area | | | | 200 | |

What percentage of your inactive files could be stored away from your department/division's office area?

100% if they are in the same building

50% if they are not in the same building

Other than filing, for what items does your department/division require storage space?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

The Classification department would benefit from being near the Booking Department and the Directors of Programs Department. The Booking department would be able to quickly inform us of any problems that they may have had with an inmate during the booking process that would help us in determining where they are classified. Also classification has a hard copy of all inmates files stored in Booking so if there's a discrepancy, that could be handled in a timely manner. The Directors of Programs department has to also show videos and get assessments from inmates before they are classified. If these three departments were in close vicinity it would make each person's job run in a more coordinated and efficient manner.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

11. Describe any special requirements or concerns your department/division may have regarding security.

Our Department handles a lot of confidential inmate information involving their charges and also investigations we may have conducted throughout the jail. I believe there should be separate source of access into our department. The door key should either be placed in a more secured area or they needs to be an access code on the door that only classification officer's, supervisors, or administrative staff are entitled to.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

13. How many copiers does your department/division have? 1

How many fax machines? 1

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

The classification department is a neutral area in the jail, at this time; we share copier, phone, and fax machine with other departments and housing unit areas. The classification department, at times, has a high volume of work and we store an abundance amount of files containing confidential information, I believe if there is a new design for our jail it should make the classification department more secure where there is no need for excessive traffic in and out of the office. All departments should be equipped with an area big enough to house their own copiers, printers, fax machines...etc

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Latasha Robinson

Your Department: Office of Professional Standards

Your Division within the Department (if applicable): Training

Your Telephone Number: (843)255-5180

Your email address: lrobinson@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: Provide per-service and in-service training for all officers and other personnel of the Beaufort County Detention Center. Track and maintain training records of all staff members. Submit various mandated paperwork to South Carolina Criminal Justice Academy. Draft and manage a training budget yearly. Assess the training needs of the facility. Revamp facility policies and procedures and upon approval disseminate the updated vision via network. Make corrections and additions to the inmate database (Spillman). Oversee the inmate phone system and the Live Scan machine.

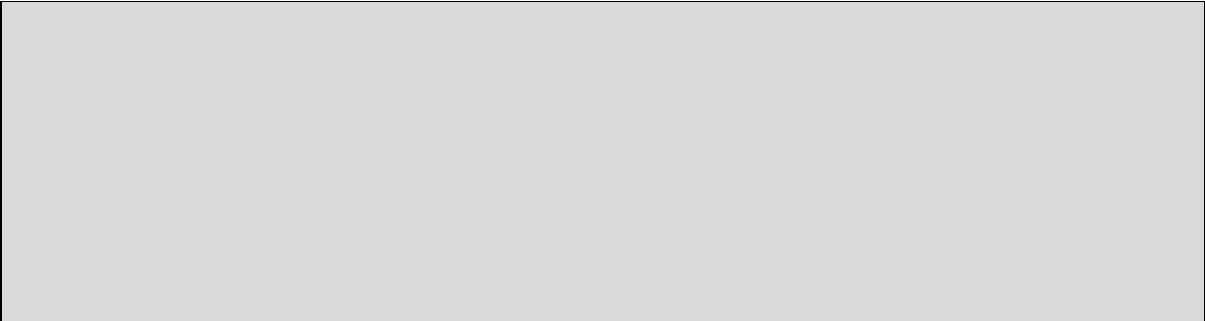
Operational goals and objectives: Ensure all officers are provided at least 40 hours of in-service training yearly to be in compliance with South Carolina Minimum Standard. All new officers will receive 120 hours of training. Training records are maintained in a database as well as hardcopies. Mandatory Retraining Notification, New Employee, and Routine Separation forms are submitted on as required bases to South Carolina Criminal Justice Academy to maintain accuracy of information. Ensure all information in the inmate database is entered properly by the officers and address any problems that may arise within the system. Ensures all personnel have access to the most updated policy and procedures.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated: Records will be almost totally being kept electronically. Traditional/classroom training will be computer based, while hands on driven training will increase.

Why? Most agencies are now using electronic filing as their primary and hardcopies as their secondary form of maintaining records. I can see us gradually migrating to total electronic record keeping within the next few years (while so maintaining some hardcopies). Due to great flexibility, in terms of scheduling, computer based training will be a great change within the next five years. The officer will have the ability to take the required classes within a specified time frame yet at their own pace. A large portion of the personnel we have would benefit greatly from more hands on training verse the traditional method of training (block of instructions).

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|---------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Classification Department | 3 | 5 | | X | | |
| Intelligence Officer | 1 | 1 | X | | | |
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SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

| |
|---|
| Customer accessible computer and visitation video booths. |
| |

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? Varies

What is the maximum number? Varies

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 10-20

What is the maximum number? 25

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Mandatory training of staff.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Computer , projector, and overhead projector

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Sponsored training to include other agencies within the state of South Carolina. At least a couple of times a year. We accommodate groups up to about 30 persons per session.

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

If the attendees exceed about 15, chairs alongside the wall are utilized to accommodate the others. The space that we have now is definitely too small to accommodate larger classes and other method of instructions.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | | 3 | 3 | | |
| Inactive files in your office area | | 3 | | | |
| Inactive files <u>not</u> in your office area | | | | | |

What percentage of your inactive files could be stored away from your department/division's office area?

75% if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your department/division require storage space?

Uniforms and other equipment (handcuffs, duty belts, etc.)

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

Intelligence officer, classification department, booking staff should be located near this department to provide more efficient service.

- What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

Multiple training/conference rooms

11. Describe any special requirements or concerns your department/division may have regarding security.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

13. How many copiers does your department/division have? 2

How many fax machines? 0

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

A large multi sectional training area would be ideal because the method of instruction would be limitless. Designated lounge areas for staff members. Larger locker area, restroom and shower. Larger in-take area with at least three computers.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Edwin H.K. Aiken

Your Department: Beaufort County Detention Center

Your Division within the Department (if applicable): 2nd Shift Supervisor

Your Telephone Number: 843-592-3606

Your email address: eddieaiken22@gmail.com

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: House inmates and separate them in categories to make the safest environment possible.

Operational goals and objectives:
Staff and inmate safety.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated:

More and more facility hardware having to be replaced due to the age of the facility.

Having more inmates than we have adequate space for due to the age of the facility.

Why?

Due to the age of the facility and the frequent destruction of the property by inmates housed in the facility. The county is also experiencing a rapid growth rate which may cause overcrowding. There is also the possibility of changing laws & statutes in the future that may be punishable by incarceration for longer periods of time.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|------------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Director | 1 | 1 | X | | | |
| Deputy Director | 1 | 1 | X | | | |
| Fiscal Technician | 1 | 2 | | | X | |
| Administrative Technician | 2 | 3 | | | X | |
| Administrative Supervisor | 1 | 1 | X | | | |
| Security Lieutenant | 1 | 1 | X | | | |
| Training Lieutenant | 1 | 1 | | X | | |
| Shift Commander | 4 | 4 | X | X | | |
| Booking Corporal | 6 | 6 | | | X | |
| Classification Supervisor | 1 | 1 | | X | | |
| Classification Officer | 2 | 4 | | X | | |
| Transport Supervisor | 1 | 1 | | X | | |
| Transportation Officer | 4 | 7 | | X | | |
| Intelligence Officer | 1 | 3 | | X | | |
| Programs & Services Corporal | 1 | 1 | X | | | |

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

| | | | | | | |
|---------------------|----|-----|---|--|--|---|
| Maintenance Officer | 1 | 2 | X | | | |
| Property Officer | 1 | 1 | X | | | |
| Chaplin | 1 | 1 | X | | | |
| Shift Officer | 70 | 110 | | | | x |

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

| |
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| An enclosed, bulletproof space to house the lobby officer that allows for interaction with the public. Having an armed law enforcement officer to assist the lobby officer to ensure the safety of the officer and public. |
| |

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 15

What is the maximum number? 40

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 11-17 Muster Room

What is the maximum number? 18

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

One office for administrative meetings consisting of up to 10 people. One office to have muster with officers before the beginning of each shift which can also serve as a training room. One additional office for smaller meetings.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

A projector for Power Point presentations/training videos. Several computers for the completion of paperwork after shift has ended.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

N/A

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Multiple security cameras to monitor staff and inmates.

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | | X | | | X |
| Inactive files in your office area | | | | X | |
| Inactive files <u>not</u> in your office area | | | | X | X |

What percentage of your inactive files could be stored away from your department/division's office area?

70% if they are in the same building

10% if they are not in the same building

Other than filing, for what items does your department/division require storage space?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Inmate's personal property storage.
Officer's personal property storage.
Hygiene supplies.
Facility hardware/maintenance.
Emergency supplies.

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

Classification Dept. should be near the booking/intake area.
Suicide watch cells should be in the maximum security area.
Medical Dept. should have officers near the housing units and the booking area.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

Various clerks within the county delegated to interacting with the booking supervisor to streamline the receipt of charging/holding documents.

11. Describe any special requirements or concerns your department/division may have regarding security.

There is not enough room/areas to house different classification levels such as females, murderers, gang members, rapists/child molesters, medical, mentally ill, special needs, suicide watches, and sentenced inmates awaiting transport to prison.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

Centralize lighting/power and water in the housing units so the officer supervising the unit may gain control to shut it off/on in the event of malicious tampering/destruction or attempts to conceal illegal activity.

13. How many copiers does your department/division have? 3

How many fax machines? 5

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

A larger, more enclosed booking area is needed to restrict the movement of incoming inmates who may be violent and/or a danger to other inmates or officers until such time as they are fully processed and housed.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Castran Aiken

Your Department: Beaufort County Detention Center

Your Division within the Department (if applicable): Security Lieutenant

Your Telephone Number: 843-255-5193

Your email address: caiken@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: Maintain custody of inmates pre-sentence and sentence. Provide safe and secure environment for inmates, staff and public.

Operational goals and objectives:
Ensure inmates are held in custody until released

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated: A larger facility do to the growing crime rate and restrictions of Housing of offenders by age and offenses

Why?

Prison rape elimination Act states that we must house inmates that are 17 years of age away from others 18 and older. We also must keep juveniles that are held as adults out of sight and sound of other adult inmates. Currently this is impossible for female inmates with these criteria.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|--------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Property | 1 | 2 | x | | | |
| Medical Staff | 4 | 8 | x | x | | |
| Maintenance | 1 | 2 | x | | | |
| Programs and Services | 2 | 4 | x | | x | |
| Food services | 4 | 5 | x | | | |
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SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

X Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

| |
|--|
| Separation of interview rooms for law enforcement and attorney Video conference for attorneys General area for meeting with visitors |
| |

5. Does your department/department/division require a customer/visitor waiting area?

x Yes

No

If yes, what is the typical number of customers/visitors present at one time? 25

What is the maximum number? 50

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

X Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 35

What is the maximum number? 50

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

In addition to programs/services and officer briefing, training, conferences, and interviewing are also needed.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Overhead projector system
Projector screen
Speakers
Micro phones (drop down)
Computer
Monitor

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

Seating that can be bolted down
Fire retardant furniture
Oversize printers/copier

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | 4 | 5 | | | |
| Inactive files in your office area | | | | 25 | 16 |
| Inactive files <u>not</u> in your office area | | | | 1500 | |

What percentage of your inactive files could be stored away from your department/division's office area?

0% if they are in the same building

0% if they are not in the same building

Other than filing, for what items does your department/division require storage space?

| |
|---|
| Inmate supplies Inmate personal items Training gear Uniforms Security equipment Food storage Equipment for facility |
|---|

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

Transportation and intake
Mental Health and Medical Department

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

Area for intake of inmates and separate area for release.
Holding cells with half window viewing and floor drains.
Suicide cells not located in intake area

11. Describe any special requirements or concerns your department/division may have regarding security.

Not enough recreation area results in moving high security inmates to and from housing units to have rec. on a none maximal recreational area.
Processing inmates in and out of the same are cause dangerous situations and mistakes

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

Facility must have a backup generator.

13. How many copiers does your department/division have? 8

How many fax machines? 7

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

A separate outside break area for employee out of sight of inmates.
Separate area for suicidal inmates. Holding cells with full view window and surveillance.
Separated area for inmates going to and returning from certain areas.
Visual Inmate Visitation area from housing unit.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE BEAUFORT COUNTY DETENTION CENTER NEEDS ASSESSMENT

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Cpl. Watson, T #7876, Cpl. Robinson, S. #4951, Sgt. Bailey #7736

Your Department: Intake Corporal/Shift Sergeant

Your Division within the Department (if applicable): _____

Your Telephone Number: 843-255-5184

Your email address: detbook1@bcgov.net/rbailey@bcgov.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions:

Intake Corporal –responsible for the proper documentation relating to inmate admissions and releases. Must have a full understanding of the procedural guidelines for inmate admissions, releases, and the accountability of personal and county property. Is responsible for maintaining security, supervision of all officers assigned to work in the “C” building area, and for searching all incoming and outgoing inmates.

Shift Supervisor-supervises the operation of the shift under his/her command and is responsible for the training and supervision of all officers assigned.

Operational goals and objectives:

To ensure all incoming and outgoing inmates are processed in and out of the facility while maintaining safety and security.

Ensure all officers under my supervision are following detention center rules, regulations, policies and procedures.

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated:

1. New promotions
2. Video visitation
3. Video bond hearing

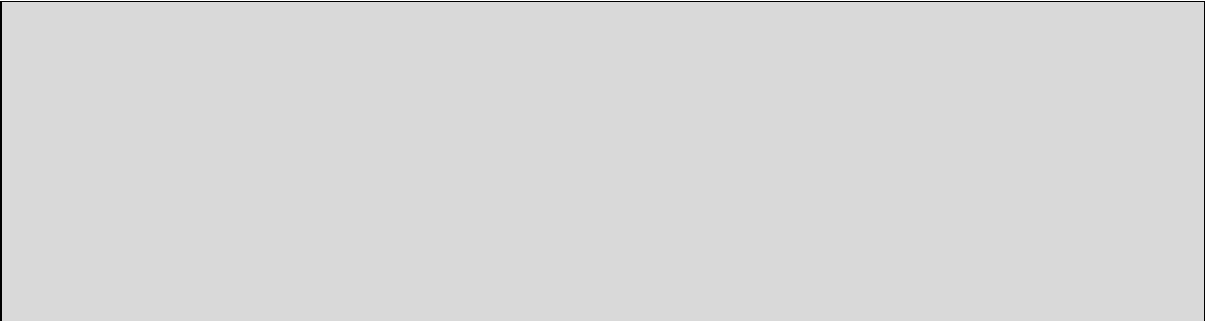
Why?

New promotions-a lot of older officers that have retired and returned are retiring permanently giving the junior officers opportunity for advancement.

Video Visitation-this will cut down on the amount of contraband being introduced into the facility.

Video bond hearing-It allows hearings and trials to move more efficiently. It reduces the risk of bringing prisoners to the courtroom and the risk of escapes.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

| Job Title | How many now? | How many in 10 years? | TYPE OF WORKSPACE REQUIRED FOR THIS POSITION | | | |
|-----------------------------------|---------------|-----------------------|--|------------------------|---------|---------------------------------|
| | | | Private office | Shared enclosed office | Cubicle | No dedicated workspace required |
| EXAMPLES: | | | | | | |
| Sheriff | 1 | 1 | x | | | |
| Administrative Assistant | 2 | 3 | | | x | |
| YOUR RESPONSES: | | | | | | |
| Shift Sergeant | 3 | 6 | x | | | |
| Intake Supervisor | 6 | 10 | x | | | |
| Intake Officer | 3 | 6 | | | x | |
| Training Lt. | 1 | 2 | | X | | |
| Security Lt. | 1 | 2 | | x | | |
| Transportation | 5 | 8 | | | x | |
| Classification | 1 | 1 | | x | | |
| Classification Officer | 2 | 4 | | x | | |
| Deputy Director | 1 | 1 | x | | | |
| Director | 1 | 1 | x | | | |
| Director of Programs and Services | 1 | 1 | | x | | |
| Part-time DIPS | 1 | 2 | | x | | |
| Property Officer | 1 | 2 | | x | | |
| Maintenance Officer | 1 | 3 | | x | | |
| Intelligence Officer | 1 | 1 | | x | | |

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

| | | | | | | |
|------------------|----|----|---|---|--|--|
| Admin Supervisor | 1 | 1 | x | | | |
| Admin Tech | 2 | 2 | | x | | |
| Fiscal Tech | 1 | 1 | x | | | |
| Officers | 57 | 36 | | | | |

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

| |
|---|
| <p>Semi-private cubicles for meeting other Law Enforcement officials to discuss pending charges, issues, etc.</p> |
| |

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 15

What is the maximum number? 20

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 15

What is the maximum number? 15

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Muster meetings to discuss incidents prior to start of shift

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Projector and computer

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

N/A

7. Does the work space for your department/division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

N/A

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

| | Lateral cabinets | Vertical cabinets | Open shelf units | Boxes | Rolling or rotating files |
|---|------------------|-------------------|------------------|-------|---------------------------|
| Active Files | | 3 | | | |
| Inactive files in your office area | | | | | |
| Inactive files <u>not</u> in your office area | | | | | 20 |

What percentage of your inactive files could be stored away from your department/division's office area?

50% if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your department/division require storage space?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Supplies, Laundry, hygiene items

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

The main medical department needs to be away from Intake area. We need one nurse in a small office space just to do vitals.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What types of spaces or building features would help your group to more effectively interact and collaborate with other county departments?

A larger vehicular sally port and a perimeter officer to assist with arriving inmates.

11. Describe any special requirements or concerns your department/division may have regarding security.

We need an additional booking officer. Due to booking being busy, it is hard to train a new officer.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

The camera system needs to be upgraded; the septic system runs up through the vents occasionally, the inmate complains about the hot water not being hot enough, the air conditioner goes out frequently. The security system needs to be upgraded.

13. How many copiers does your department/division have? 3

How many fax machines? 4

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

1. Remove the carpet in booking and the housing units.
2. Video visitation/bond hearing
3. Padded suicide cells for suicidal inmates
4. Need a larger female unit as well as a separate admin seg/disciplinary seg unit.
5. A larger training room
6. Separate rec yard for Admin seg, Max and Super wrmax inmates.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

BEAUFORT COUNTY DETENTION CENTER

YEAR END REPORT CY2010

GENERAL: 2010 was the eighteenth full year of operation for the Detention Center located at 106 Ribaut Road, Beaufort, South Carolina. The facility was officially eighteen years old in March 2010. The purpose of this report is to review from several perspectives the operation of the facility during the preceding year, and present a forecast of operations during the next twelve months.

The report has five categories:

1. Administration
2. Operations
3. Fiscal
4. Personnel and Training
5. 2011 Forecast

1. ADMINISTRATION:

A. Demographics: January 1, 2010 to December 31, 2010.

1. **Admissions (Table 1):** Total for 2010: 5,590 inmates were booked; which is a decrease of 1,727 inmates from 2009. Table 1 indicates a break down of monthly bookings with January being the high month with 547 inmates and November the low month with 402. **(Demographics page 1)** 2,452 inmates were black, 2,296 white, 822 Hispanic, 15 Oriental, and 5 other. **Agency Breakdown:** Sheriff's Office arrested 3,473, Beaufort Police Dept. 790, SCHP 392, Port Royal PD 279, Sea Pines Security 3, Bluffton PD 459, SC Wildlife 6, and Other 188.
2. **Average Daily Population (ADP) (Table 2):** Our average daily population for 2010 was 215, which was a decrease of 66 inmates from last year's 281. January was the high month with an ADP of 238 (see NOTE, paragraph 3), and December was the low month with an ADP of 200. The ADP has increased each year for seven years and in 2010 experienced a decrease; 2002 (187), 2003 (187), 2004 (194), 2005 (243), 2006 (288), 2007 (300), 2008 (366), 2009 (281) and 2010 (200). The rated capacity of the facility is **255**, with an operational capacity of **204**. The ADP demographics of inmates by ethnicity are as follows:
 - 35.51% Black Male
 - 29.27% White Male
 - 13.29% Hispanic Male
 - 0.23% Oriental
 - 0.09% Other Male
 - 8.35% Black Female
 - 11.81% White Female
 - 1.41% Hispanic Female
 - 0.04% Oriental Female
 - 0.00% Other Female

Inmates are held in custody for the following reasons:

- 73.90% Pretrial

- 24.57% Sentenced
- 1.53% Other

3. **Average Length of Stay (ALOS) Table 3:** This is an important factor to consider. The longer inmates stay in the facility, the higher the average daily population. The reason the average length of stay increases can be an accumulation of State Law changes, different Judges have different philosophies on sentencing, and types of crimes being committed can cause higher bonds to be set or no bond to be set. Since 1992 the facility's ALOS has climbed from 5.1 days to 14.5 days in 2010. This is an increase of 9.4 days for the average inmate.
4. **Releases: Demographics page 2** shows 5,615 total releases of inmates for 2010. The demographics for releases are as follows:

- 1,653 Posted Bond
- 2,270 Own recognizance
- 752 Served sentence
- 22 Charges dismissed
- 22 Nolle Prossed
- 14 Bench Warrant rescinded
- 0 sentence suspended
- 222 transferred to Prison
- 74 transferred to other agencies
- 88 transferred to another county
- 11 released to hospital
- 182 released per Clerk of Court
- 152 released per Family Court
- 38 Placed on Probation
- 89 released to ICE
- 26 Other

5. **Percentage of capacity (POC) by pre-trial and sentenced inmates (Table 4-8):** Starting in July 2009, we began tracking the percentage of pretrial inmates and sentenced inmates.

1st quarter 2010: Pretrial 196.41, Sentenced 35.62, Total 232.03. This is 46.78% of our Emergency Capacity of 496 and 90.99% of our Rated Capacity of 255.

2nd quarter 2010: Pretrial 185.23, Sentenced 34.70, Total 219.93. This is 44.34% of our Emergency Capacity of 496 and 86.25% of our Rated Capacity of 255.

3rd quarter 2010: Pretrial 178.80, Sentenced 38.95, Total 217.75. This is 43.90% of our Emergency Capacity of 496 and 85.39% of our Rated Capacity of 255.

4th quarter 2010: Pretrial 169.14, Sentenced 44.02, Total 213.16. This is 42.98% of our Emergency Capacity of 496 and 83.59% of our Rated Capacity of 255.

2010: Pretrial 182.31, Sentenced 38.35, Total 220.66. This is 44.49% of our Emergency Capacity of 496 and 86.53% of our Rated Capacity of 255.

- B. Policy and Procedures:** All policies and procedures were reviewed in 2010. The Policy and Procedure Manual was transferred to CD ROM in 2006, and was placed on internal computers for staff reviewing.
- C. Accreditation:** Mr. Fitzgibbons allowed the facility's ACA Accreditation to lapse in 2004. I have tried to do an assessment on the facility for consideration of trying to get re-accredited, but the over-crowding causes us to lose a substantial number of standards, and I feel that accreditation is not possible at the present time. If we make some changes in the gym with restroom/showers and continue to work on the daily population at the facility it might be possible to get accredited. The Medical Department did receive their accreditation in 2007 with the National Commission on Correctional Health Care (NCCHC). They are due for re-accreditation in February 2011.
- D. Building Maintenance/Furniture/Furnishings and Equipment:** A building such as the Detention Center ages in two ways; (1) chronologically and (2) operationally. This March, the Detention Center will have been in operation for nineteen full years. A facility "ages" three and one-half years operationally for every chronological year. The facility never closes, never shuts down, and equipment continually operates 24 hours a day. Using this formula 3 ½ years times every year open, the facility will be sixty-six and one-half (66 1/2) years old in March 2011.

In order to keep the facility in operational order, preventive maintenance is the key:

- The staff completes inspections of all areas of the facility to identify potential maintenance problems.
- The facility Maintenance Officer, along with Inmate Workers, completes first echelon maintenance.
- Building Maintenance personnel handle all major maintenance problems. With inmates being very destructive, maintenance issues are magnified. Building Maintenance is having a hard time keeping up with all the problems we are experiencing. The facility would benefit tremendously if a full time maintenance person was assigned to this facility.
- Maintenance staff had also identified a major problem with two of the buildings water heaters. One was replaced in 2009.
- The facility needs to have all locking systems repaired and preventive maintenance completed. We are waiting on maintenance to have this completed.

E. Inspections and Audits: We have external agencies inspect our facility in part or in whole.

- We are inspected by South Carolina Department of Corrections; they however, have not provided us with an official report in six years. I have personally called to receive copies of these reports and have not received them.
- The State Fire Marshal's report showed no violations.
- DHEC inspects the kitchen and we have maintained an "A" rating.

F. Complaints/Requests/Grievances: Complaints and requests are handled at all levels by staff. The Grievance Chairman (the Deputy Director), handles grievances. The following is a break down of both categories:

| Inmate complaints/requests: | 2009 | 2010 |
|--|-------------|-------------|
| • Complaints against officers/staff/policies | 79 | 20 |
| • Complaints/Requests medical/dental | 46 | 30 |
| • Complaints/Requests food service | 12 | 14 |
| • Request on internal matters | 139 | 29 |
| • Requests/Complaints mail | 5 | 5 |
| • Disciplinary appeals | 47 | 22 |

| | | |
|------------------------------------|------------|------------|
| • Request to be Inmate Worker | 7 | 0 |
| • Request for reclassification | 37 | 19 |
| • Thank you | 4 | 1 |
| • Maintenance concerns | 1 | 3 |
| • Request on external matters | 49 | 16 |
| • Request to speak to staff | 9 | 1 |
| • Property concerns | 9 | 8 |
| • Miscellaneous requests/complaint | 42 | 53 |
| • Total answered | 486 | 221 |

Inmate Grievances:

| | | |
|---|-----------|------------|
| • Grievances against officers | 4 | 4 |
| • Grievances against medical | 5 | 3 |
| • Grievances against food service | 1 | 1 |
| • Other | 5 | 12 |
| • Grievances not classified as grievances | 66 | 89 |
| • Found in favor of inmate | 4 | 2 |
| • Unfounded | 9 | 17 |
| • Inmate released prior to answer | 1 | 1 |
| • Grievance returned to inmate | 1 | 0 |
| • Total grievances answered/returned | 81 | 109 |

G. Public Relations: We provide tours for the Solicitor’s office program, Juvenile PTI.

We also provide support to the Sheriff’s Office SMART (Success Motivation and Responsibility Training) Program. One Saturday every other month we provide a short tour and orientation about the detention center’s role in the Criminal Justice System for fifteen to twenty juveniles ages 12-15.

2. Operations:

A. Security:

- No deaths for 2010.
- Eighty-two (82) attempted suicides, with none requiring serious medical attention.
- No escapes or attempted escapes
- We had no incidents of riot/disturbance
- There were seven (7) assaults on staff, all inmates were charged criminally.
- Fourteen (14) inmates were injured as a result of fights/assaults that required medical attention.
- We conducted three thousand fifteen (3,015) shakedowns of the facility with no serious contraband found. In 2008 I asked the Sheriff’s Office to support our shakedowns with K-9 drug dogs on a regular basis. We will continue this practice to ensure no illegal drugs are in the facility.
- We had nine (9) reported Inmate vs. Inmate confrontations and forty-three (43) Inmate vs. Officer confrontations. This is a decrease in Inmate vs. Inmate of twenty-five (25) and a decrease in Inmate vs. Officer of sixteen (16).
- The staff responded to forty-six (46) Code Reds, which is the most serious code requiring all available staff to respond. This is a decrease of thirty-four (34) from 2009.
- **There were five (5) Internal Affairs investigations for 2010. All five (5) were for misconduct. Four (4) substantiated, and one (1) was unfounded.**

- The Deputy Director conducted four hundred and fifty-two (452) formal disciplinary hearings on inmates.
- Our Intelligence section monitored 9,066 inmate telephone calls, answered 50 subpoenas, and recorded and burned 5,009 telephone recordings. This section also checked 9,651 charges on LiveScan and submitted 111 changes to SLED.

B. Classification: The Classification Section is manned by one (1) supervisor, two (2) officers, and one Admin Tech (for clerical assistance) who handle the initial classification of inmates; which involves reviewing suicide ideation, homosexuality, serious medical problems, escape risk factors, mental health illness, violent tendencies, and requests for Protective Custody. They also re-classify and investigate disciplinary reports. Below are the following demographics for this three officer section:

- Initial classification 2,409 inmates
- Re-classified 622 inmates
- DR's investigated 493 inmates

C. Medical: Our medical provider is Southern Health Partners. Our on-site Health Service Administrator is Nurse Neill; Dr. Afolabi Oguntoyinbo is the physician, and Dr. Wolf Bueschgen is our dentist. They provide initial health screening for all inmates booked in the facility, review medications brought in the facility by inmates and family, pass out medications to all inmates, and provide sick call. The medical section answered 470 inmate sick call requests, down from 3,151 in 2009. They provide a medical physical to inmates that stay past fourteen days. We had 25 Emergency Room visits, down from 47 in 2009, with 4 requiring EMS to transport. We had a slight decrease in our off-site specialist visits for the year with 23, down from 28 in 2009.

The dentist provided services to 105 inmates, which is a decrease from 169 in 2009. The services are limited to the following: x-rays, extractions, and temporary fillings.

Coastal Empire Mental Health Center still provides our mental health services. Their contract was renewed in 2010 to provide twenty (20) hours of on-site consultation for inmates.

For this fiscal year, our budget is projected to be approximately \$604,370.

D. Food Service: We renewed our contract for food service with ABL Company this year. We served 249,804 meals to inmates and staff. Our cost per meal is based on the ADP, but average meal cost per inmate is \$1.07 for regular meals, and Inmate Worker meals are \$1.14.

E. Inmate Programs: We have one full time counselor and one part time counselor that handle scheduling all programs, training volunteers, and escorting/security for all volunteers. We have over sixty (60) people listed as volunteers from the community providing some type of counseling or programs for inmates. Below is a listing of programs provided to inmates and the number of inmates that attended:

- Bible study 2,056
- AA 397
- Pre-parenting skills 171
- Self esteem 604
- NA 0
- Catholic Mass 306
- HIV/AIDS lecture 100
- Jehovah witness B.S. 91
- Sunday church 388

- Library mobile bookmobile

We have on staff a part time Chaplain who walks the facility and answers the inmates requests for religious counseling and materials. He also assists in crisis intervention for inmates and their families, counseling for deaths in the families of inmates and staff, and works with all denominations that are needed by inmates. He validates all outside clergy visits to ensure authenticity of the visit. Below are the demographics for the Chaplain:

- Inmates counseled 11
- Staff counseled 1
- Special visits for inmates 85
- Materials issued to inmates 581
- Materials issued to staff 55
- Outside clergy visits 22
- Inmate requests answered 29

There is a part time education coordinator on staff from Adult Ed. He handles helping inmates with adult education. In March 2008, we started testing for GED for the first time. Director Foot, with cooperation from the State Board of Education, received certification in order to make BCDC an official testing site for GED.

Below are numbers of inmates attending programs:

- English as 2nd language 64
- Basic reading/writing/math 0
- GED prep 433
- GED – taking test 20
- GED passed 14

State law requires youthful offenders arrested who are still enrolled in school at the time of arrest to complete and stay current with school work. The educator helps coordinate this effort with the local school board home bound program.

Visitation plays an important role in allowing the inmate to maintain contact with family and friends. This year we handled:

- Juvenile visits 146
- Clergy visits 112
- Attorney visits 1,222
- Special visits 75
- Contact visits for I/M Wkrs 869
- Regular visitation 12,561

We continue to provide Inmate labor for services both within the facility, and to outside government agencies:

| <u>Outside agencies</u> | <u># Inmates</u> |
|-----------------------------------|------------------|
| • Mosquito Control | 0 |
| • Building and Grounds | 0 |
| • SC Department of Transportation | 0 |
| • Animal Control | 0 |

Internal

- Kitchen 28
- Maintenance 1
- Inmate Property 1
- Janitorial Services 4
- Inmate Main Laundry 4
- Medical Unit Clean-up 1

During the year we saved Beaufort County over ***\$601,300.50** in inmate labor in lieu of paid employees or contractors. ***Positions based on minimum wage (\$7.25) plus 20% fringe.**

F. Transportation/Court Section: Corporal Grayson is the supervisor for this section. The section has six (6) officers assigned for transportation of adult and juvenile inmates to and from: state prison, hospitals both medical and mental, medical appointments in/out of county, escorting inmates to first appearance bond hearings, General Sessions Court, and Family Court. This section has logged over **54,536** miles during this year, with a total of 459 inmates transported safely.

The court section handled **5,010** inmates for first appearance bond court. They escorted **788** inmates to General Sessions Court and **289** inmates to Family Court.

III. Fiscal:

A. FY 09-10: The budget was \$6,781,017. Causes for increase from previous year budget were as follows:

- 131K increase in personnel cost
- 80K increase in services and supplies

B. FY 10-11: This year's budget is \$5,828,054. Causes for decrease from last year's budget are as follows:

- 862K decrease in personnel cost (the following were removed from our budget figures – insurance, workers comp, tort, unemployment ins)
- 89K increase in services and supplies

C. Revenues generated: We generated more than \$107,961 from profits for inmate commissary, inmate calling cards, and telephone contracts. These monies have been used to provide items and services that are not readily available through the General Fund. For FY 2010 we spent \$82,494. Among the items/services obtained through the Inmate Welfare Fund were:

- Chaplain stipend \$12,000
- Cleaning incentive program \$10,800
- TV basic cable per year \$565
- Inmate law library materials \$3,009
- Bilingual telephone service \$13,895
- Admission Kits \$3,200
- Materials used for inmates by educator \$809
- Replacement Inmate Handbooks \$2,385

- Chaplain's phone \$203
- Hair clippers and barbicide \$682
- Games for inmates \$869
- Cost of checks for inmate account \$510
- Bank charges for Inmate Account \$3,200
- Magazine subscription renewals \$966
- Microwaves for housing units \$459
- Sanitizing stations/sanitizer \$659

D. Overtime usage: In 2010, we used 6,151 hours of overtime, averaging 513 hours per month. We had a decrease of 3,612 hours of overtime used for the year. The breakdown is as follows:

- 26.69% 1,642 hours Personnel replacement
- 0.14% 8.75 hours Hospital duty
- 0.00% 0 hours Classification section
- 0.00% 0 hours Correctional Counselor
- 0.00% 0 hours Property/Maint Officer
- 0.00% 0 hours Special operations
- 3.59% 221 hours Court Officers
- 1.74% 107 hours Transportation Officers
- 59.83% 3,679.50 hours Shift muster
- 7.51% 461.75 hours Training/meeting/other
- 0.50% 31 hours Complete assignments

Personnel replacement cost has a significant impact on overtime. CY2010 we had thirteen (13) staff leave employment. All were correctional officers. It takes an average of 67 days from the time we know an officer is leaving until we can advertise, interview, select, process, and train a replacement. 51 days (67-16 regular days off) x 13 positions x 8 hours = 5,304 hours needing to be covered by duty personnel. Breakdown of overtime for personnel replacement is as follows:

- 56.24% 923.50 hours Sick/Med leave
- 0.00% 0 hours Workman's' comp
- 31.59% 518.75 hours Supervisor/Specialist PLD
- 3.17% 52 hours Officers at academy
- 0.97% 16 hours Military leave
- 2.97% 48.75 hours Resignations/Terminations
- 0.00% 0 hours Administrative suspensions
- 0.40% 6.5 hours Emergency leave
- 4.66% 76.5 hours Instructor training/other

IV. Personnel and Training:

A. Staffing: We have a **Table of Organization (Table 7)** that shows 96 positions. As of December 31, 2010, we were short 2 positions. The demographics of our staff as of that date are as follows:

Sex/Race:

| | |
|----|---------------|
| 34 | Black males |
| 15 | White males |
| 2 | Hispanic male |
| 1 | Asian male |
| 33 | Black females |

9 White females

Education: 3 GED
71 HS Grad
11 AA/AS
8 Bachelor
1 Master

Length of Service: 17 Staff less than 1 year of service
40 Staff 1 to 5 years of service
14 **Staff 5 to 10 years service**
23 **Staff over 10 years of service**

***61% of the staff has less than five (5) years of service.**

In addition to Beaufort County employees, we have seven (7) Food Service and Medical contract staff. We have three part-time staff, not Beaufort County employees: the Chaplain, Educator, and Mental Health Counselor.

B. Turnover: During CY2010, we had thirteen (13) staff leave employment. This is a decrease of nine (9) from last year. The reasons for the staff leaving employment are as follows:

- Resigned: 8 (one accepted other employment, three for personal reasons, one moved, and three for other reasons)
- Three (3) employees retired
- Two (2) were terminated

Eight (8) of the staff gave a two-week notice, three (3) gave less than two weeks, and two (2) were terminated.

C. Morale: Morale is good with staff.

D. Communication: We continue to encourage communication in the facility. There are a number of meetings to ensure effective dialogue, and they are as follows:

- Monthly employee council meetings
- Weekly command staff meetings
- Bi-Monthly shift commanders' meetings
- Bi-Monthly intake supervisors' meetings
- Quarterly medical meetings
- Quarterly inmate council meetings
- Weekly reclassification meetings

E. Staff Training: We provide in-house training for most of our requirements for basic certification of all correctional staff. For CY2010 the follow training was provided in-house or received by outside agencies:

- Pre-service training for new officers (40 hours) - 19 officers completed the full training block
- OJT training (80 hours) – 15 officers completed
- South Carolina Criminal Justice Academy SCCJA (120 hours), 12 officers attended and 11 officers certified
- Outside agency training - 482 officers attended multiple training sessions:

- 1 attended NIC training
- 78 attended Security Threat Group training provided by SCCJA
- 75 attended Mental Health Awareness provided by NAMI
- 74 attended Risk Management for Corrections provided by SCAC
- 86 attended Sexual Harassment training provided by Barnwell Co.
- 72 attended Suicide Prevention training provided by SC Department of Mental Health
- 9 supervisors attended SAVIN training
- 8 supervisors attended training provided by Office of Victim Services
- 79 attended Fire Safety training provided by Beaufort Fire Dept.
- ACA Correspondence courses - 6
- Firearms training (8 hours) - 25 officers qualified
- Shotgun familiarity (1 hour) – 31 officers
- First Aid -34 staff certified, CPR- 100 staff certified

In addition we have the following certified instructors:

- Four Basic Criminal Justice Instructors
- One Driving Instructor
- Two Firearms Instructors
- Six O.C. Spray Instructor
- Three CPR/First Aid Instructors (Sgt. Bailey, Nurse DeBoe and Nurse Murray)
- Two Specific Skills Instructors
- Six Defensive Tactics Instructors

V. CY2011 Forecast:

- A. Administration:** It is hard to forecast the amount of inmates we will process in a year due to changes in law and the court system. The Solicitor's Office has helped to keep our average daily population down in 2010. I will forecast this year for us to book six thousand plus (6,000) inmates, our Average Daily Population to hit 220 inmates, and the Average Length of Stay to be 14 days. We ended CY2010 with booking five thousand five hundred and ninety (5,590) inmates, with an ADP of 215 inmates and an ALOS of 14.5 days. Our book-ins decreased by 1,727 inmates from the previous year, and our ADP decreased by 66 inmates. Although our book-ins are down, the type of inmates and charges have become more violent.
- B. Operations:** The inmate population has decreased a little both on the sentenced and pre-trial inmates. As for the sentenced population, Family Court has slowed down sentencing inmates to incarceration. As of December 31, 2010, we had twenty-one (21) inmates sentenced by Family Court. These inmates are typically sentenced to six (6) months or one (1) year.

Pre-trial inmates are waiting for their cases to be processed by the courts. As of December 31, 2010 we had one-hundred and forty-four (144) inmates in pre-trial status, thirty-two (32) less than last year. The largest percentage of inmates in this category is waiting on General Sessions Court. The reason they are not being bonded out is probably due to high bond amounts and also being denied bond due to the nature of the charge(s). Bonds for General Session Court charges range from \$500,000 to \$5,000 cash or surety. There are a number of inmates that have no bond due to their charge, i.e., Murder, Burglary 1st, and General Sessions Bench Warrants.

For CY2011 I do not foresee the population of inmates decreasing, but only increasing if the Solicitor's Office and Public Defender's Office budget is cut by the State. Rumors are state agencies might be cut between 7%-15% in 2011. Work Release/Minimum custody facility is an option, and more cell space will be needed. There is cost saving construction that can be utilized, such as pre-

fabricated cells or modules that cut cost of construction and time to build. All options need to be seriously analyzed to reduce the over-crowding for CY2011.

- B. Fiscal:** We will continue to run the facility as efficiently as possible, while being sensitive to taxpayer's monies without jeopardizing security. I will continue to seek grants and funds from outside sources to augment the facility's budget. In CY2010 the facility was awarded \$89,990 in reimbursement from the Department of Justice for housing illegal aliens.
- C. Personnel and Training:** We will strive to hire good candidates for open Correctional Officer positions. We conduct extensive back-ground checks on all applicants. The entire process to hire one new correctional officer takes about sixty-seven (67) days. Even during these bad economic times we lost thirteen (13) employees during CY2010, which is a decrease of nine (9) employees from last year. I am also concerned with the amount of inexperienced officers we have. Sixty-one (61%) percent of the staff has less than five (5) years of service. This is a major concern when dealing with career criminals that have many more years of experience with the criminal justice system. Training, Training, Training is the key to helping the officers cope with these career criminals and their personalities.

Beaufort County Detention Center
Highlights of Year-end Report for CY2010

1. Built in 1992, original rated capacity 192 – changed 2000 to 239 by adding double bunks. Changed 2003 to **255** when Pre-Classification unit opened.
2. Operational capacity is **204**, which is 80% rated capacity.
3. Inmate management style is Direct Supervision of inmates in housing units.
4. Admissions: **Total inmates booked for 2010, 5,590**
5. Average Daily Population: **215 for 2010. High months were January with 238; low month was December with 200.**
6. Average Length of Stay, ALOS: 14.5
7. Releases: **Total inmates released for 2010, 5,615.**
8. Inspections: The facility is inspected by South Carolina Department of Corrections annually, State Fire Marshal annually, and Department of Health and Environmental Control (DHEC) semi-annually for Kitchen
9. 82 attempted suicides, 7 incidents of inmates assaulting Correctional Staff, 9 Inmate vs. Inmate confrontations, 109 reported Uses of Force, 46 Code Reds (most serious code) and 452 Disciplinary Hearings held on inmates
10. Medical provider is Southern Health Partners
11. Food Service provider is ABL, Inc. **249,804** meals served
12. The facility provides the following inmate programs: Back on track, AA, NA, real life issues, self-esteem, HIV/AIDS lecture, Bible study, Catholic mass, Jehovah Witness Bible study, library cart, English as 2nd language, Basic reading/writing, GED prep.
13. The facility handled **14,985** visitors for inmates
14. Transportation section transported 224 inmates to State Prison or medical appointments, handled 5,010 inmates for first appearance bond hearings, 788 inmates to General Sessions Court, and 289 inmates to Family Court
15. The facility budget for FY10/11 is \$5,828,054
16. **Starting salary for Correctional Officer is \$28,145**
17. Staffing: 96 positions including 6 non-sworn
18. Length of service: **17 staff less than one year, 40 staff one to five years service, 14 staff five to ten years service, and 23 staff over ten years service**
19. Training: 40 hours pre-service training, 40 hours OJT with FTO on 2nd Shift, 40 hours OJT with FTO on assigned shift, 40 hours in-service training, and 120 hours at SCCJA Basic Correctional Officer
20. Cost per inmate (Based on 215 ADP): **\$74.26 per day**

**BEAUFORT COUNTY DETENTION CENTER
MONTHLY BOOK-INS**

| Year | 2006 | 2007 | 2008 | 2009 | 2010 |
|---------|-------|-------|------|--------|-------|
| Month | | | | | |
| Jan. | 540 | 597 | 554 | 586 | 547 |
| Feb. | 475 | 570 | 600 | 577 | 515 |
| Mar. | 582 | 636 | 577 | 639 | 532 |
| Apr. | 549 | 537 | 651 | 619 | 494 |
| May | 579 | 561 | 652 | 637 | 458 |
| June | 590 | 575 | 625 | 636 | 404 |
| July | 591 | 693 | 668 | 690 | 476 |
| Aug. | 609 | 693 | 753 | 596 | 455 |
| Sept. | 579 | 640 | 608 | 658 | 429 |
| Oct. | 579 | 571 | 660 | 612 | 466 |
| Nov. | 535 | 523 | 620 | 501 | 402 |
| Dec. | 546 | 570 | 568 | 566 | 412 |
| Avg. | 562.8 | 597.2 | 628 | 609.75 | 465.8 |
| Mo High | 609 | 693 | 753 | 690 | 547 |
| Mo Low | 475 | 523 | 554 | 501 | 402 |
| Totals | 6754 | 7166 | 7536 | 7317 | 5590 |

TABLE 1

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE MONTHLY POPULATION**

| MONTH | 2006 | 2007 | 2008 | 2009 | 2010 |
|-------|------|------|------|------|------|
| Jan. | 250 | 304 | 353 | 310 | 238 |
| Feb. | 250 | 294 | 371 | 317 | 234 |
| Mar | 286 | 288 | 353 | 300 | 207 |
| Apr. | 287 | 279 | 371 | 287 | 207 |
| May | 279 | 293 | 356 | 285 | 221 |
| June | 290 | 276 | 357 | 291 | 215 |
| July | 293 | 288 | 397 | 263 | 210 |
| Aug. | 295 | 309 | 388 | 247 | 214 |
| Sept | 317 | 317 | 405 | 271 | 207 |
| Oct. | 316 | 314 | 379 | 282 | 214 |
| Nov. | 304 | 309 | 346 | 279 | 210 |
| Dec. | 292 | 334 | 318 | 240 | 200 |
| Avg. | 288 | 300 | 366 | 281 | 215 |

TABLE 2

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE LENGTH OF STAY**

| YEAR | 2006 | 2007 | 2008 | 2009 | 2010 |
|-------|-------|-------|-------|------|------|
| MONTH | | | | | |
| Jan. | 14.3 | 15.8 | 19.7 | 16 | 13 |
| Feb. | 14.7 | 14.4 | 18 | 15 | 13 |
| Mar. | 15.2 | 14 | 18.9 | 14 | 12 |
| Apr. | 15.7 | 15.6 | 17 | 14 | 13 |
| May | 14.8 | 16.2 | 17 | 14 | 15 |
| June | 14.7 | 14.4 | 17 | 14 | 16 |
| July | 15.3 | 12.9 | 19 | 12 | 17 |
| Aug. | 15 | 13.8 | 16 | 13 | 15 |
| Sept. | 16.4 | 14.9 | 20 | 12 | 15 |
| Oct. | 16.9 | 17 | 17.8 | 14 | 14 |
| Nov. | 17 | 17.7 | 16.7 | 17 | 16 |
| Dec. | 16.6 | 18 | 17.5 | 13 | 15 |
| Avg. | 15.55 | 15.39 | 17.88 | 14 | 14.5 |

TABLE 3

BCDC Classification Report

DAILY AVERAGES - 1ST QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 196.411 |
| Total | |
| Sentenced: | 35.6222 |
| Total: | 232.033 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|--------------------------|----|-----|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 46.78% | of | 496 | 90.99% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 79 | | | | 0 | 79 |
| A2 | 25 | 10 | 12 | | 0 | 48 |
| B1 | 8 | 3 | 3 | 0 | 0 | 14 |
| B2 | 7 | 0 | | | 1 | 8 |
| B3 | 11 | 1 | 2 | 0 | 0 | 14 |
| B4 | 4 | 0 | 0 | 0 | 0 | 5 |
| B5 | | | | | | |
| IH | 2 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 3 | 4 | 3 | 0 | 0 | 11 |
| SH-YO | 2 | 0 | | | | 2 |
| Pre-Class | 5 | 0 | 0 | | 0 | 5 |
| SH-Pre-Class | 5 | 0 | 0 | | | 5 |
| MED | 0 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 2 | | | | | 2 |
| Totals: | 152 | 20 | 21 | 1 | 2 | 196 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|------|-----------|
| A1 | 1 | | | | | 1 |
| A2 | 0 | | | | | 0 |
| B1 | 1 | 1 | 1 | 1 | | 4 |
| B2 | | | | | | |
| B3 | | 0 | 0 | 1 | | 1 |
| B4 | 0 | | | 0 | | 0 |
| B5 | 2 | 7 | 5 | 13 | | 28 |
| IH | | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | | 0 | | | 0 |
| SH-Pre-Class | | 0 | 0 | | | 0 |
| MED | | | | | | |
| TUNNEL | | | | | | |
| O/C | | | | | | |
| Totals: | 5 | 9 | 7 | 15 | | 36 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 4

BCDC Classification Report

DAILY AVERAGES - 2ND QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 185.231 |
| Total | |
| Sentenced: | 34.7033 |
| Total: | 219.934 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|--------------------------|----|-----|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 44.34% | of | 496 | 86.25% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 73 | | | | 0 | 73 |
| A2 | 27 | 7 | 10 | 0 | 0 | 44 |
| B1 | 8 | 3 | 3 | 0 | 0 | 15 |
| B2 | 5 | 0 | 0 | | 1 | 6 |
| B3 | 7 | 1 | 1 | 0 | 0 | 9 |
| B4 | 3 | 0 | | | 0 | 3 |
| B5 | | | | | | |
| IH | 2 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 3 | 4 | 3 | 0 | 0 | 10 |
| SH-YO | 2 | | | | | 2 |
| Pre-Class | 11 | 1 | 0 | | | 12 |
| SH-Pre-Class | 5 | 0 | 0 | | 0 | 5 |
| MED | 1 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 1 | 0 | 1 | | | 2 |
| Totals: | 146 | 17 | 19 | 1 | 2 | 185 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|------|-----------|
| A1 | 1 | | | | | 1 |
| A2 | 1 | 0 | | 1 | | 2 |
| B1 | 1 | 1 | 2 | 1 | | 5 |
| B2 | 0 | | 0 | | | 0 |
| B3 | 0 | 0 | | 0 | | 0 |
| B4 | 0 | 0 | 0 | 0 | | 0 |
| B5 | 2 | 3 | 5 | 16 | | 25 |
| IH | | | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | | | | | | |
| Pre-Class | 0 | | | | | 0 |
| SH-Pre-Class | 0 | | 0 | | | 0 |
| MED | | | | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | | | | | 0 |
| Totals: | 5 | 4 | 7 | 18 | | 35 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 5

BCDC Classification Report

DAILY AVERAGES - 3RD QUARTER 2010

| | |
|------------------|---------|
| Total Pre-trial: | 178.804 |
| Total | |
| Sentenced: | 38.9457 |
| Total: | 217.75 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|--------------------------|----|-----|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 43.90% | of | 496 | 85.39% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 65 | | | | 2 | 67 |
| A2 | 21 | 19 | 8 | 0 | 0 | 49 |
| B1 | 7 | 2 | 3 | 0 | 0 | 12 |
| B2 | 4 | 0 | 0 | 0 | 1 | 5 |
| B3 | 5 | 1 | 2 | 0 | 1 | 9 |
| B4 | 2 | 0 | | | | 2 |
| B5 | 0 | 0 | | 0 | 0 | 0 |
| IH | 1 | 1 | 1 | 0 | | 3 |
| Multi-Pur | 3 | 3 | 3 | 1 | 0 | 10 |
| SH-YO | 2 | | | | | 2 |
| Pre-Class | 12 | 0 | 1 | | 0 | 13 |
| SH-Pre-Class | 3 | 0 | 1 | 0 | | 4 |
| MED | 0 | 0 | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | 1 | | | 4 |
| Totals: | 126 | 28 | 19 | 1 | 4 | 179 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|----------|-----------|
| A1 | 2 | | | | 0 | 2 |
| A2 | 1 | 0 | 0 | 0 | | 1 |
| B1 | 1 | 1 | 3 | 2 | | 6 |
| B2 | 0 | | | 0 | 0 | 0 |
| B3 | 1 | 0 | 0 | 0 | 0 | 1 |
| B4 | 0 | | | | | 0 |
| B5 | 2 | 3 | 4 | 18 | | 27 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | | 0 | | | 0 |
| SH-Pre-Class | 0 | | 0 | | | 0 |
| MED | 0 | 0 | | | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | 0 | 0 | | | 0 |
| Totals: | 8 | 4 | 7 | 20 | 0 | 39 |

LEGEND:

AGS = Awaiting General Sessions
 ACM = Awaiting County Magistrate
 ACR = Awaiting City Recorder Court
 AF/CRT = Awaiting Family Court

HFOA = Hold for Other Agency
 GS = General Sessions
 CM = County Magistrate
 F/CRT = Family Court

TABLE 6

BCDC Classification Report

DAILY AVERAGES - 4TH QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 169.141 |
| Total | |
| Sentenced: | 44.0217 |
| Total: | 213.163 |

| Percentage of Capacity | | | | | |
|----------------------------|-----------|------------|--------------------------|-----------|------------|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 42.98% | of | 496 | 83.59% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|------------|------------|---------------|-------------|--------------|
| A1 | 61 | | | | 4 | 64 |
| A2 | 18 | 15 | 15 | 0 | 0 | 48 |
| B1 | 9 | 3 | 4 | 0 | 1 | 17 |
| B2 | 3 | | 0 | | 2 | 5 |
| B3 | 10 | 2 | 1 | | 0 | 13 |
| B4 | 3 | 0 | 0 | | | 4 |
| B5 | | | | | | |
| IH | 1 | 0 | 1 | 0 | 0 | 2 |
| Multi-Pur | 0 | 1 | 0 | 0 | 0 | 1 |
| SH-YO | 1 | | | | | 1 |
| Pre-Class | 4 | 3 | 2 | 0 | 0 | 9 |
| SH-Pre-Class | 4 | 0 | 0 | 0 | | 4 |
| MED | 0 | 0 | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | 1 | | 0 | 0 | | 1 |
| Totals: | 115 | 24 | 24 | 0 | 6 | 169 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|-----------|-----------|-----------|--------------|-------------|--------------|
| A1 | 1 | | | | 0 | 1 |
| A2 | 1 | 0 | 0 | 0 | | 2 |
| B1 | 1 | 0 | 3 | 1 | | 5 |
| B2 | 0 | | | | 0 | 0 |
| B3 | 0 | | 0 | 0 | | 0 |
| B4 | 0 | | 0 | 0 | | 0 |
| B5 | 2 | 4 | 12 | 17 | | 34 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | | | 0 | 0 | | 0 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | | 1 |
| SH-Pre-Class | 0 | 0 | | 0 | | 0 |
| MED | | | | | | |
| TUNNEL | | | | | | |
| O/C | 0 | | | | | 0 |
| Totals: | 6 | 4 | 15 | 19 | 0 | 44 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 7

BCDC Classification Report

DAILY AVERAGES - YEAR OF 2010

| | |
|------------------|---------|
| Total Pre-trial: | 182.312 |
| Total | |
| Sentenced: | 38.3479 |
| Total: | 220.66 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|----------------|----|-----|
| Current Emergency Capacity | | | Rated Capacity | | |
| 44.49% | of | 496 | 86.53% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 69 | | | | 2 | 71 |
| A2 | 23 | 13 | 11 | 0 | 0 | 47 |
| B1 | 8 | 3 | 3 | 0 | 0 | 14 |
| B2 | 5 | 0 | 0 | 0 | 1 | 6 |
| B3 | 8 | 1 | 1 | 0 | 0 | 11 |
| B4 | 3 | 0 | 0 | 0 | 0 | 3 |
| B5 | 0 | 0 | | 0 | 0 | 0 |
| IH | 1 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 2 | 3 | 2 | 0 | 0 | 8 |
| SH-YO | 2 | 0 | | | | 2 |
| Pre-Class | 8 | 1 | 1 | 0 | 0 | 10 |
| SH-Pre-Class | 4 | 0 | 0 | 0 | 0 | 5 |
| MED | 0 | 0 | 0 | | 0 | 0 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | 1 | 0 | | 2 |
| Totals: | 135 | 22 | 21 | 1 | 4 | 182 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|----------|-----------|
| A1 | 1 | | | | 0 | 1 |
| A2 | 1 | 0 | 0 | 0 | | 1 |
| B1 | 1 | 1 | 2 | 1 | | 5 |
| B2 | 0 | | 0 | 0 | 0 | 0 |
| B3 | 0 | 0 | 0 | 0 | 0 | 1 |
| B4 | 0 | 0 | 0 | 0 | | 0 |
| B5 | 2 | 4 | 7 | 16 | | 28 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| SH-Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| MED | 0 | 0 | | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | 0 | 0 | | | 0 |
| Totals: | 6 | 5 | 9 | 18 | 0 | 38 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 8

DIRECTOR: COLONEL PHILIP A. FOOT
DEPUTY DIRECTOR: MAJOR CHARLES ALLEN

SECURITY LIEUTENANT

*LIEUTENANT QUANDARA GRANT

OFFICE OF PROFESSIONAL STANDARDS

SERGEANT ROBERT BAILEY

ADMINISTRATION:(5)

T. WILLIAMS
K.BROWN
W.FRIPP
C. OWENS
D. McCULLOUGH
COUNSELOR:(2)
C/C BARNES
*C/C HUBER (P/T)

TRANSPORTATION:(6)

CPL GRAYSON
L/CPL STERLING
L/CPL CHAPLIN
*L/CPL JOHNSON
*L/CPL GREEN
L/CPL OPEN

MAINTENANCE:

L/CPL MIDDLETON(1)
PROPERTY: (1)
L/CPL OCACIO
CLASSIFICATION: (4)
*CPL CLARK
*L/CPL WHITE,J
*L/CPL ROBINSON,L
ADMIN MORTON,S

INTELLIGENCE:

L/CPL VORTISCH

RELIEF SHIFT COMMANDER(1)

SGT STEVENS

MENTAL HEALTH:

JANE PAVONI

FIRST SHIFT (21)

SGT BEARDEN
*CPL BUSH,S
*CPL BUSH
PFC RATLIFF
C/O
*C/O McQUILLEN
L/CPL SMALLS
L/CPL LEAKE
*PFC PARKS
*L/CPL COLSON
*L/CPL JORDAN-BROWN
PFC WALKER,L
PFC WHITE,C
PFC WALKER,D
*PFC DURBIN
PFC WHICHER
*C/O JACKSON,R
PFC GREGORY
PFC VORTISCH,J
C/OWATSON
C/O GILL

SECOND SHIFT (25)

*SGT FREEMAN
CPL THOMPSON
*CPL AIKEN
L/CPL TEASDELL
C/O MCCOWN
L/CPL WALKER,E
L/CPL GILLINS
*C/O BUTLER
L/CPL SIPLIN
PFC LUCAS
L/CPL LANCE(OUT)
C/O KARAFI
*L/CPL PRYOR
C/O VICUNA
*PFC GARCIA,M
*L/CPL JONES
*L/CPL WILLIAMS
*L/CPL DILLARD
*L/CPL BENSON
*L/CPL BLACK
*L/CPL MASON
PFC CASTELLANE
PFC DOMINO
PFC STUCKENSCHNEIDER
*C/O NEDRESKI(OUT)
C/O FREDERICO

THIRD SHIFT (25)

SGT DRAKE
*CPL ROBINSON,S
*CPL SNEED
PFC RODD
L/CPL SEABROOK
L/CPL POPE1988
L/CPL JENKINS
*L/CPL EZZARD
*C/O WILCOX,A
*PFC FORD
C/O HENDERSON
C/O
*PFC GLOVER,L
*PFC SINGLETON
C/O RUCKER
L/CPL MCKNIGHT
PFC MASON,J
PFC BROWN,K
*PFC DAVIS
*C/O BRADLEY
PFC BLAKE
PFC YOUNG,B
PFC ROGERS
PFC POWELL,O
PFC CLAYTON

LEGEND

1=**W/C**
2=**ILL-NON W/C**
3=**RESIGNED**
4=**TRAINING**
5=**LIGHT DUTY**
6=**MILITARY**

TRAINING:

T/O STAFF 96
O/H STAFF 94 -2
CE T/O STAFF 10
CE O/H STAFF 10

REVISED: 12/31/10

BEAUFORT COUNTY DETENTION CENTER

YEAR END REPORT CY2011

GENERAL: 2011 was the nineteenth full year of operation for the Detention Center located at 106 Ribaut Road, Beaufort, South Carolina. The facility was officially nineteen years old in March 2011. The purpose of this report is to review from several perspectives the operation of the facility during the preceding year, and present a forecast of operations during the next twelve months.

The report has five categories:

1. Administration
2. Operations
3. Fiscal
4. Personnel and Training
5. 2012 Forecast

1. ADMINISTRATION:

A. Demographics: January 1, 2011 to December 31, 2011.

1. **Admissions (Table 1):** Total for 2011: 5,424 inmates were booked; which is a decrease of 166 inmates from 2010. Table 1 indicates a breakdown of monthly booking ins with December being the low month with 395 and July being the high month with 499. **(Demographics page 1)** 2,540 inmates were black, 2,343 white, 527 Hispanic, and 14 Oriental. **Agency Breakdown:** Sheriff's Office arrested 3,213, Beaufort Police Dept. 924, SCHP 379, Port Royal PD 373, Sea Pines Security 11, Bluffton PD 317, SC Wildlife 20, and Other 187.
2. **Average Daily Population (ADP) (Table 2):** Our average daily population for 2011 was 223, which was an increase of 8 inmates from last year's 215. November was the high month with an ADP of 248 (see NOTE, paragraph 3), and April was the low month with an ADP of 196. The ADP has increased each year for seven years, in 2010 experienced a decrease, and in 2011 slightly increased again; 2002 (187), 2003 (187), 2004 (194), 2005 (243), 2006 (288), 2007 (300), 2008 (366), 2009 (281), 2010 (200), and 2011 (223). The rated capacity of the facility is **255**, with an operational capacity of **204**. The ADP demographics of inmates by ethnicity are as follows:
 - 38.08% Black Male
 - 31.31% White Male
 - 8.72% Hispanic Male
 - 0.17% Oriental
 - 0.00% Other Male
 - 8.74% Black Female
 - 11.89% White Female
 - 1% Hispanic Female
 - 0.09% Oriental Female
 - 0.00% Other Female

Inmates are held in custody for the following reasons:

- 79.39% Pretrial
- 17.77% Sentenced
- 2.84% Other

3. **Average Length of Stay (ALOS) Table 3:** This is an important factor to consider. The longer inmates stay in the facility, the higher the average daily population. The reason the average length of stay increases can be an accumulation of State Law changes, different Judges have different philosophies on sentencing, and types of crimes being committed can cause higher bonds to be set or no bond to be set. Since 1992 the facility's ALOS has climbed from 5.1 days to 15 days in 2011. This is an increase of 9.9 days for the average inmate.

4. **Releases: Demographics page 2** shows 5,391 total releases of inmates for 2011. The demographics for releases are as follows:

- 1,623 Posted Bond
- 1,961 Own recognizance
- 816 Served sentence
- 22 Charges dismissed
- 19 Nolle Prossed
- 13 Bench Warrant rescinded
- 21 sentence suspended
- 179 transferred to Prison
- 81 transferred to other agencies
- 95 transferred to another county
- 30 released to hospital
- 160 released per Clerk of Court
- 116 released per Family Court
- 40 Placed on Probation
- 205 released to ICE
- 2 Transcor
- 8 Other

5. **Percentage of capacity (POC) by pre-trial and sentenced inmates (Table 4-8):** Starting in July 2009, we began tracking the percentage of pretrial inmates and sentenced inmates.

1st quarter 2011: Pretrial 180.95, Sentenced 35.66, Total 216.61. This is 43.67% of our Emergency Capacity of 496 and 84.95% of our Rated Capacity of 255.

2nd quarter 2011: Pretrial 165.58, Sentenced 43.92, Total 209.5. This is 42.24% of our Emergency Capacity of 496 and 82.16% of our Rated Capacity of 255.

3rd quarter 2011: Pretrial 195.87, Sentenced 48.6, Total 244.47. This is 49.29% of our Emergency Capacity of 496 and 95.87% of our Rated Capacity of 255.

4th quarter 2011: Pretrial 200.4, Sentenced 38.64, Total 239.04. This is 48.19% of our Emergency Capacity of 496 and 93.74% of our Rated Capacity of 255.

2011: Pretrial 185.78, Sentenced 41.73, Total 227.51. This is 45.87% of our Emergency Capacity of 496 and 89.22% of our Rated Capacity of 255.

- B. Policy and Procedures:** All policies and procedures were reviewed in 2011. The Policy and Procedure Manual was transferred to CD ROM in 2006 as a cost cutting attempt. We were copying the entire Policy and Procedure Manual for each officer which was a tremendous cost. We placed it on internal computers for staff viewing.
- C. Accreditation:** Mr. Fitzgibbons allowed the facility's ACA Accreditation to lapse in 2004. I have tried to do an assessment on the facility for consideration of trying to get re-accredited, but the over-crowding causes us to lose a substantial number of standards, and I feel that accreditation is not possible at the present time. If we make some changes in the gym with restroom/showers and continue to work on the daily population at the facility it might be possible to get accredited. The Medical Department received their re-accreditation in 2011 with the National Commission on Correctional Health Care (NCCHC).
- D. Building Maintenance/Furniture/Furnishings and Equipment:** A building such as the Detention Center ages in two ways; (1) chronologically and (2) operationally. This March, the Detention Center will have been in operation for twenty full years. A facility "ages" three and one-half years operationally for every chronological year. The facility never closes, never shuts down, and equipment continually operates 24 hours a day. Using this formula 3 ½ years times every year open, the facility will be seventy (70) years old in March 2012.

In order to keep the facility in operational order, preventive maintenance is the key:

- The staff completes inspections of all areas of the facility to identify potential maintenance problems.
- The facility Maintenance Officer, along with Inmate Workers, completes first echelon maintenance.
- Building Maintenance personnel handle all major maintenance problems. The facility used Powell Electric and Hobart of Savannah to service kitchen equipment. With inmates being very destructive, maintenance issues are magnified and Building Maintenance is having a hard time keeping up with all the problems we are experiencing. The facility would benefit tremendously if a full time maintenance person was assigned to this facility.

E. Inspections and Audits: We have external agencies inspect our facility in part or in whole.

- We are inspected by South Carolina Department of Corrections; they however, have not provided us with an official report in over seven years. I have personally called to receive copies of these reports and have not received them.
- The State Fire Marshal's report showed no violations.
- DHEC inspects the kitchen and we have maintained an "A" rating.

F. Complaints/Requests/Grievances: Complaints and requests are handled at all levels by staff. The Grievance Chairman (the Deputy Director), handles grievances. The following is a break down of both categories:

| Inmate complaints/requests: | 2010 | 2011 |
|--|-------------|-------------|
| • Complaints against officers/staff/policies | 20 | 17 |
| • Complaints/Requests medical/dental | 30 | 30 |
| • Complaints/Requests food service | 14 | 16 |
| • Request on internal matters | 29 | 91 |
| • Requests/Complaints mail | 5 | 3 |

| | | |
|------------------------------------|------------|------------|
| • Disciplinary appeals | 22 | 29 |
| • Request to be Inmate Worker | 0 | 1 |
| • Request for reclassification | 19 | 18 |
| • Thank you | 1 | 4 |
| • Maintenance concerns | 3 | 1 |
| • Request on external matters | 16 | 16 |
| • Request to speak to staff | 1 | 6 |
| • Property concerns | 8 | 6 |
| • Miscellaneous requests/complaint | 53 | 37 |
| • Total answered | 221 | 275 |

Inmate Grievances:

| | | |
|---|------------|-----------|
| • Grievances against officers | 4 | 0 |
| • Grievances against medical | 3 | 1 |
| • Grievances against food service | 1 | 0 |
| • Other | 12 | 3 |
| • Grievances not classified as grievances | 89 | 27 |
| • Found in favor of inmate | 2 | 0 |
| • Unfounded | 17 | 3 |
| • Inmate released prior to answer | 1 | 0 |
| • Grievance returned to inmate | 0 | 1 |
| • Total grievances answered/returned | 109 | 31 |

G. Public Relations: We provide tours for the Solicitor’s office program, Juvenile PTI. We also provide support to the Sheriff’s Office SMART (Success Motivation and Responsibility Training) Program. One Saturday every other month we provide a short tour and orientation about the detention center’s role in the Criminal Justice System for fifteen to twenty juveniles ages 12-15.

2. Operations:

A. Security:

- No deaths for 2011.
- Fifty (50) attempted suicides, with none requiring serious medical attention.
- No escapes or attempted escapes
- We had no incidents of riot/disturbance
- There were seven (7) assaults on staff, all inmates were charged criminally.
- Twenty-four (24) inmates were injured as a result of fights/assaults that required medical attention.
- We conducted four thousand two hundred and forty-six (4,246) shakedowns of the facility with no serious contraband found. In 2008 I asked the Sheriff’s Office to support our shakedowns with K-9 drug dogs on a regular basis. We will continue this practice to ensure no illegal drugs are in the facility. All staff areas such as administration and locker rooms are searched also.
- We had eight (8) reported Inmate vs. Inmate confrontations and four (4) Inmate vs. Officer confrontations. This is a decrease in Inmate vs. Inmate of one (1) and a decrease in Inmate vs. Officer of thirty-nine (39).
- The staff responded to sixty-two (62) Code Reds, which is the most serious code requiring all available staff to respond. This is an increase of sixteen (16) from 2010.

- **There were nine (9) Internal Affairs investigations for 2011. All nine (9) were for misconduct. Six (6) were substantiated, and three (3) were unfounded.**
- The Deputy Director conducted five hundred and thirty-nine (539) formal disciplinary hearings on inmates.
- Our Intelligence section monitored 9,066 inmate telephone calls, answered 50 subpoenas, and recorded and burned 4,089 telephone recordings. This section also checked 6,000 charges on LiveScan and submitted 50 changes to SLED.

B. Classification: The Classification Section is manned by one (1) supervisor, one (1) officer, and one Admin Tech (for clerical assistance) who handle the initial classification of inmates; which involves reviewing suicide ideation, homosexuality, serious medical problems, escape risk factors, mental health illness, violent tendencies, and requests for Protective Custody. They also re-classify and investigate disciplinary reports. Below are the following demographics for this three officer section:

- Initial classification 2,413 inmates
- Re-classified 628 inmates
- DR's investigated 623 inmates

C. Medical: Our medical provider is Southern Health Partners. Our on-site Health Service Administrator is Nurse Singleton; Dr. Afolabi Oguntoyinbo was the physician but Dr. Charles Bush has taken over, and Dr. Wolf Bueschgen is our dentist. They provide initial health screening for all inmates booked in the facility, review medications brought in the facility by inmates and family, pass out medications to all inmates, and provide sick call. The medical section answered 2,012 inmate sick call requests, up from 470 in 2010. They provide a medical physical to inmates that stay past fourteen days. We had 55 Emergency Room visits, up from 25 in 2010, with 6 requiring EMS to transport. We had a slight decrease in our off-site specialist visits for the year with 21, down from 23 in 2010.

The dentist provided services to 262 inmates, which is an increase from 157 in 2010. The services are limited to the following: x-rays, extractions, and temporary fillings.

Coastal Empire Mental Health Center still provides our mental health services. Their contract was renewed in 2010 to provide twenty (20) hours of on-site consultation for inmates.

For this fiscal year, our budget is projected to be approximately \$565,000.

D. Food Service: We served 263,615 meals to inmates and staff. Our cost per meal is based on the ADP, but average meal cost per inmate is \$1.07 for regular meals, and Inmate Worker meals are \$1.14.

E. Inmate Programs: We have one full time counselor and one part time counselor that handle scheduling all programs, training volunteers, and escorting/security for all volunteers. We had over ninety-eight (98) people listed as volunteers from the community providing some type of counseling or programs for inmates. Below is a listing of programs provided to inmates and the number of inmates that attended:

- Bible study 2,554
- AA 508
- Pre-parenting skills 142
- Self esteem 661
- NA 0
- Catholic Mass 411
- HIV/AIDS lecture 104

- Jehovah witness B.S. 142
- Sunday church 405
- Library mobile bookmobile

We have on staff a part time Chaplain, Dr. Horace Williams, who walks the facility and answers the inmates' requests for religious counseling and materials. He also assists in crisis intervention for inmates and their families, counseling for deaths in the families of inmates and staff, and works with all denominations that are needed by inmates. He validates all outside clergy visits to ensure authenticity of the visit. Below are the demographics for the Chaplain:

- Inmates counseled 8
- Staff counseled 2
- Special visits for inmates 59
- Materials issued to inmates 627
- Materials issued to staff 22
- Outside clergy visits 23
- Inmate requests answered 35

There is a part time education coordinator on staff from Adult Ed. He handles helping inmates with adult education. In March 2008, we started testing for GED for the first time. Director Foot, with cooperation from the State Board of Education, received certification in order to make BCDC an official testing site for GED.

Below are numbers of inmates attending programs:

- English as 2nd language 51
- Basic reading/writing/math 0
- GED prep 480
- GED – taking test 20
- GED passed 14

State law requires youthful offenders arrested who are still enrolled in school at the time of arrest to complete and stay current with school work. The educator helps coordinate this effort with the local school board home bound program.

Visitation plays an important role in allowing the inmate to maintain contact with family and friends. This year we handled:

- Juvenile visits 0
- Clergy visits 371
- Attorney visits 1,092
- Special visits 66
- Contact visits for I/M Wkrs 272
- Regular visitation 13,859

We continue to provide Inmate labor for services both within the facility, and to outside government agencies, all year, every day:

- | <u>Outside agencies</u> | <u># Inmates</u> |
|-------------------------|------------------|
| • Mosquito Control | 2 |

- Animal Control 1
- Building and Grounds 1
- SC Department of Transportation 10
- EMS 4

Internal

- Kitchen 16
- Maintenance 1
- Inmate Property 1
- Janitorial Services 6
- Inmate Main Laundry 4
- Medical Unit Clean-up 1

During the year we saved Beaufort County over *\$630,541.20 in inmate labor in lieu of paid employees or contractors. *Positions based on minimum wage (\$7.25) plus 20% fringe.

In May 2011, we began a Daywatch Program (weekend trash pickup) for inmates assigned to weekend time by Family Court, other judges, and Probation/Parole. There were a total of 29 inmates participating. They picked up 3,062 bags of trash, 2,769 paint cans from County convenience sites, and traveled a total of 5,524 miles. Each participant is required to pay an administrative fee and a daily fee for this program; in 2011 \$2,213.00 was collected.

F. Transportation/Court Section: Corporal Grayson is the supervisor for this section. The section has five (5) officers assigned for transportation of adult and juvenile inmates to and from: state prison, hospitals both medical and mental, medical appointments in/out of county, escorting inmates to first appearance bond hearings, General Sessions Court, and Family Court. This section has logged over 73,993 miles during this year, with a total of 449 inmates transported safely.

The court section handled 4,463 inmates for first appearance bond court. They escorted 724 inmates to General Sessions Court and 362 inmates to Family Court. In 2011, I purchased four (4) Stun Cuffs for this section to apply to inmates standing trial. This has always been a concern of mine due to the fact the Supreme Court ruled years ago that inmates having a jury trial could not have visible handcuffs or leg shackles as this would taint the jurors' perception. The Stun Cuffs are placed on the inmate's ankle underneath the clothes, hidden from the jurors. The Transportation Officer has a radio remote control button that can be activated if the inmate tries to escape or attack anyone in the courtroom.

III. Fiscal:

A. FY 10-11: This year's budget was \$5,828,054. Causes for decrease from the previous year's budget are as follows:

- 862K decrease in personnel cost (the following were removed from our budget figures – insurance, workers comp, tort, unemployment ins)
- 89K increase in services and supplies

B. FY 11-12: This year's budget is \$5,433,000. Causes for decrease from last year's budget are as follows:

- 48K decrease in personnel costs
- 347K decrease in services and supplies

C. Revenues generated: We generated more than \$85,508 from profits for inmate commissary, inmate calling cards, and telephone contracts. These monies have been used to provide items and services that are not readily available through the General Fund. For FY 2011 we spent \$46,748. Among the items/services obtained through the Inmate Welfare Fund were:

- Chaplain stipend \$12,000
- Cleaning incentive program \$7,860
- TV basic cable per year \$541
- Inmate law library materials \$1,303
- Bilingual telephone service \$3,652
- Admission Kits \$4,700
- Replacement Inmate Handbooks \$2,300
- Chaplain's phone \$242
- Hair clippers and barbicide \$283
- Bank charges for Inmate Account \$2,263
- Magazine subscription renewals \$987
- Microwaves for housing units \$642
- Group therapy \$9,975

D. Overtime usage: In 2011, we used 5,556 hours of overtime, averaging 463 hours per month. We had a decrease of 595 hours of overtime used for the year. The breakdown is as follows:

- 28.22% 1,568 hours Personnel replacement
- 0.44% 24.25 hours Hospital duty
- 0.00% 0 hours Classification section
- 0.00% 0 hours Correctional Counselor
- 0.00% 0 hours Property/Maint Officer
- 0.00% 0 hours Special operations
- 2.61% 145.25 hours Court Officers
- 2.43% 135 hours Transportation Officers
- 61.98% 3,443.75 hours Shift muster
- 0.50% 27.75 hours Complete assignments
- 3.82% 212.50 hours Training/meeting/other

Personnel replacement cost has a significant impact on overtime. CY2011 we had sixteen (16) staff leave employment. All but one were correctional officers. It takes an average of 67 days from the time we know an officer is leaving until we can advertise, interview, select, process, and train a replacement. 51 days (67-16 regular days off) x 15 positions x 8 hours = 6,120 hours needing to be covered by duty personnel. Breakdown of overtime for personnel replacement is as follows:

- 46.14% 723.5 hours Sick/Med leave
- 5.60% 87.75 hours Workman's' comp
- 35.06% 549.75 hours Supervisor/Specialist PLD
- 1.95% 30.5 hours Officers at academy
- 0.48% 7.5 hours Military leave
- 7.08% 111 hours Resignations/Terminations
- 0.51% 8 hours Administrative suspensions

- 0.96% 15 hours Emergency leave
- 2.23% 35 hours Instructor training/other

IV. Personnel and Training:

A. Staffing: We have a **Table of Organization (Table 7)** that shows 96 positions. As of December 31, 2011, we were short 9 positions. The demographics of our staff as of that date are as follows:

Sex/Race:

| | |
|----|-----------------|
| 32 | Black males |
| 10 | White males |
| 2 | Hispanic male |
| 1 | Asian male |
| 32 | Black females |
| 9 | White females |
| 1 | Hispanic female |

Education:

| | |
|-----------|----------------|
| 1 | GED |
| 64 | HS Grad |
| 11 | AA/AS |
| 9 | Bachelor |
| 2 | Master |

Length of Service:

| | |
|-----------|---------------------------------------|
| 12 | Staff less than 1 year of service |
| 37 | Staff 1 to 5 years of service |
| 19 | Staff 5 to 10 years service |
| 19 | Staff over 10 years of service |

***56% of the staff has less than five (5) years of service.**

In addition to Beaufort County employees, we have twelve (12) Food Service and Medical contract staff. We have three part-time staff, not Beaufort County employees: the Chaplain, Educator, and Mental Health Counselor.

B. Turnover: During CY2011, we had sixteen (16) staff leave employment. This is an increase of three (3) from last year. The reasons for the staff leaving employment are as follows:

- Resigned: 14 (four accepted other employment, three for personal reasons, five moved, and two for other reasons)
- Two (2) employees retired

Nine (9) of the staff gave a two-week notice and seven (7) gave less than two weeks.

C. Morale: Morale is good with staff.

D. Communication: We continue to encourage communication in the facility. There are a number of meetings to ensure effective dialogue, and they are as follows:

- Monthly employee council meetings
- Weekly command staff meetings
- Bi-Monthly shift commanders' meetings
- Bi-Monthly intake supervisors' meetings

- Quarterly medical meetings
- Quarterly inmate council meetings
- Weekly reclassification meetings

E. Staff Training: We provide in-house training for most of our requirements for basic certification of all correctional staff. For CY2011 the follow training was provided in-house or received by outside agencies:

- Pre-service training for new officers (40 hours) – 8 officers completed the full training block
- OJT training (80 hours) – 8 officers completed
- South Carolina Criminal Justice Academy SCCJA (120 hours), 11 officers attended and 11 officers certified
- Outside agency training - 446 officers attended multiple training sessions:
 - 9 attended NCIC training
 - 56 attended Security Threat Group training
 - 75 attended Mental Health Awareness
 - 75 attended Risk Management for Corrections provided by SCAC
 - 71 attended Sexual Harassment training
 - 72 attended Suicide Prevention training
 - 15 attended Defensive Driving training provided by the County
 - 73 attended Fire Safety training provided by Beaufort Fire Dept.
- ACA Correspondence courses – 10 (140 hours)
- Firearms training - 32 officers qualified (188 hours)
- Shotgun familiarity – 32 officers (32 hours)
- First Aid -34 staff certified, CPR- 78 staff certified

In addition we have the following certified instructors:

- Five Basic Criminal Justice Instructors
- Two Firearms Instructors
- Five O.C. Spray Instructor
- Three CPR/First Aid Instructors
- One Specific Skills Instructors
- Five Defensive Tactics Instructors

V. CY2012 Forecast:

A. Administration: It is hard to forecast the amount of inmates we will process in a year due to changes in law and the court system. The Solicitor's Office has helped to keep our average daily population down. I will forecast this year for us to book six thousand plus (6,000) inmates, our Average Daily Population to hit 220-230 inmates, and the Average Length of Stay to be 16 days. We ended CY2011 with booking five thousand four hundred and twenty-four (5,424) inmates, with an ADP of 223 inmates and an ALOS of 15 days. Our book-ins decreased by 166 inmates from the previous year, and our ADP increased by 8 inmates. Although our book-ins are down, the type of inmates and charges have become more violent.

B. Operations: The inmate population has decreased a little both on the sentenced and pre-trial inmates. As for the sentenced population, Family Court has slowed down sentencing inmates to incarceration. As of December 31, 2011, we had nine (9) inmates sentenced by Family Court. These inmates are typically sentenced to six (6) months or one (1) year.

Pre-trial inmates are waiting for their cases to be processed by the courts. As of December 31, 2011 we had one-hundred and eighty-five (185) inmates in pre-trial status, forty-one (41) more than last year. The largest percentage of inmates in this category is waiting on General Sessions Court. The reason they are not being bonded out is probably due to high bond amounts and also being denied bond due to the nature of the charge(s). Bonds for General Session Court charges range from \$500,000 to \$5,000 cash or surety. There are a number of inmates that have no bond due to their charge, i.e., Murder, Burglary 1st, and General Sessions Bench Warrants.

For CY2011 I do not foresee the population of inmates decreasing, but only increasing if the Solicitor's Office and Public Defender's Office budget is cut by the State. Rumors are state agencies might be cut between 7%-15%. A minimum/median custody facility is an option, and more cell space will be needed. There is cost saving construction that can be utilized, such as pre-fabricated cells or modules that cut cost of construction and time to build. All options need to be seriously analyzed to reduce the over-crowding for CY2012.

- A. **Fiscal:** We will continue to run the facility as efficiently as possible, while being sensitive to taxpayer's monies without jeopardizing security. I will continue to seek grants and funds from outside sources to augment the facility's budget. In CY2011 the facility was awarded \$72,973 in reimbursement from the Department of Justice for housing illegal aliens.
- C. **Personnel and Training:** We will strive to hire good candidates for open Correctional Officer positions. We conduct extensive back-ground checks on all applicants. The entire process to hire one new correctional officer takes about sixty-seven (67) days. Even during these bad economic times we lost sixteen (16) employees during CY2011, which is an increase of three (3) employees from last year. I am also concerned with the amount of inexperienced officers we have. Fifty-six (56%) percent of the staff has less than five (5) years of service. This is a major concern when dealing with career criminals that have many more years of experience with the criminal justice system. Training, Training, Training is the key to helping the officers cope with these career criminals and their personalities.

**Beaufort County Detention Center
Highlights of Year-end Report for CY2011**

1. Built in 1992, original rated capacity 192 – changed 2000 to 239 by adding double bunks. Changed 2003 to **255** when Pre-Classification unit opened.
2. Operational capacity is **204**, which is 80% rated capacity.
3. Inmate management style is Direct Supervision of inmates in housing units.
4. Admissions: **Total inmates booked for 2011, 5,424**
5. Average Daily Population: **223 for 2010. High month was November with 248; low month was April with 196.**
6. Average Length of Stay, ALOS: 15
7. Releases: **Total inmates released for 2011, 5,391.**
8. Inspections: The facility is inspected by South Carolina Department of Corrections annually, State Fire Marshal annually, and Department of Health and Environmental Control (DHEC) semi-annually for Kitchen
9. 50 attempted suicides, 7 incidents of inmates assaulting Correctional Staff, 8 Inmate vs. Inmate confrontations, 111 reported Uses of Force, 62 Code Reds (most serious code) and 539 Disciplinary Hearings held on inmates
10. Medical provider is Southern Health Partners
11. Food Service provider is ABL, Inc. **263,615** meals served
12. The facility provides the following inmate programs: Back on track, AA, NA, real life issues, self-esteem, HIV/AIDS lecture, Bible study, Catholic mass, Jehovah Witness Bible study, library cart, English as 2nd language, Basic reading/writing, GED prep.
13. The facility handled **15,660** visitors for inmates
14. Transportation section transported 449 inmates to State Prison or medical appointments, handled 4,463 inmates for first appearance bond hearings, 724 inmates to General Sessions Court, and 362 inmates to Family Court
15. The facility budget for FY11/12 is \$5,433,000
16. **Starting salary for Correctional Officer is \$28,145**
17. Staffing: 96 positions including 5 non-sworn
18. Length of service: **12 staff less than one year, 37 staff one to five years service, 19 staff five to ten years service, and 19 staff over ten years service**
19. Training: 40 hours pre-service training, 40 hours OJT with FTO on 2nd Shift, 40 hours OJT with FTO on assigned shift, 40 hours in-service training, and 120 hours at SCCJA Basic Correctional Officer
20. Cost per inmate (Based on 223 ADP): **\$66.75 per day**

Signature

Date

**BEAUFORT COUNTY DETENTION CENTER
MONTHLY BOOK-INS**

| Year | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 |
|---------|-------|-------|------|--------|-------|------|
| Month | | | | | | |
| Jan. | 540 | 597 | 554 | 586 | 547 | 466 |
| Feb. | 475 | 570 | 600 | 577 | 515 | 462 |
| Mar. | 582 | 636 | 577 | 639 | 532 | 446 |
| Apr. | 549 | 537 | 651 | 619 | 494 | 427 |
| May | 579 | 561 | 652 | 637 | 458 | 487 |
| June | 590 | 575 | 625 | 636 | 404 | 454 |
| July | 591 | 693 | 668 | 690 | 476 | 499 |
| Aug. | 609 | 693 | 753 | 596 | 455 | 462 |
| Sept. | 579 | 640 | 608 | 658 | 429 | 406 |
| Oct. | 579 | 571 | 660 | 612 | 466 | 486 |
| Nov. | 535 | 523 | 620 | 501 | 402 | 434 |
| Dec. | 546 | 570 | 568 | 566 | 412 | 395 |
| Avg. | 562.8 | 597.2 | 628 | 609.75 | 465.8 | 452 |
| Mo High | 609 | 693 | 753 | 690 | 547 | 499 |
| Mo Low | 475 | 523 | 554 | 501 | 402 | 395 |
| Totals | 6754 | 7166 | 7536 | 7317 | 5590 | 5424 |

TABLE 1

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE MONTHLY POPULATION**

| MONTH | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 |
|-------|------|------|------|------|------|------|
| Jan. | 250 | 304 | 353 | 310 | 238 | 214 |
| Feb. | 250 | 294 | 371 | 317 | 234 | 219 |
| Mar | 286 | 288 | 353 | 300 | 207 | 207 |
| Apr. | 287 | 279 | 371 | 287 | 207 | 196 |
| May | 279 | 293 | 356 | 285 | 221 | 205 |
| June | 290 | 276 | 357 | 291 | 215 | 215 |
| July | 293 | 288 | 397 | 263 | 210 | 236 |
| Aug. | 295 | 309 | 388 | 247 | 214 | 241 |
| Sept | 317 | 317 | 405 | 271 | 207 | 239 |
| Oct. | 316 | 314 | 379 | 282 | 214 | 227 |
| Nov. | 304 | 309 | 346 | 279 | 210 | 248 |
| Dec. | 292 | 334 | 318 | 240 | 200 | 227 |
| Avg. | 288 | 300 | 366 | 281 | 215 | 223 |

TABLE 2

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE LENGTH OF STAY**

| YEAR | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 |
|-------|-------|-------|-------|------|------|------|
| MONTH | | | | | | |
| Jan. | 14.3 | 15.8 | 19.7 | 16 | 13 | 14 |
| Feb. | 14.7 | 14.4 | 18 | 15 | 13 | 13 |
| Mar. | 15.2 | 14 | 18.9 | 14 | 12 | 14 |
| Apr. | 15.7 | 15.6 | 17 | 14 | 13 | 14 |
| May | 14.8 | 16.2 | 17 | 14 | 15 | 13 |
| June | 14.7 | 14.4 | 17 | 14 | 16 | 14 |
| July | 15.3 | 12.9 | 19 | 12 | 17 | 15 |
| Aug. | 15 | 13.8 | 16 | 13 | 15 | 16 |
| Sept. | 16.4 | 14.9 | 20 | 12 | 15 | 18 |
| Oct. | 16.9 | 17 | 17.8 | 14 | 14 | 14 |
| Nov. | 17 | 17.7 | 16.7 | 17 | 16 | 17 |
| Dec. | 16.6 | 18 | 17.5 | 13 | 15 | 18 |
| Avg. | 15.55 | 15.39 | 17.88 | 14 | 14.5 | 15 |

TABLE 3

BCDC Classification Report

DAILY AVERAGES - 1ST QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 196.411 |
| Total | |
| Sentenced: | 35.6222 |
| Total: | 232.033 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|--------------------------|----|-----|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 46.78% | of | 496 | 90.99% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 79 | | | | 0 | 79 |
| A2 | 25 | 10 | 12 | | 0 | 48 |
| B1 | 8 | 3 | 3 | 0 | 0 | 14 |
| B2 | 7 | 0 | | | 1 | 8 |
| B3 | 11 | 1 | 2 | 0 | 0 | 14 |
| B4 | 4 | 0 | 0 | 0 | 0 | 5 |
| B5 | | | | | | |
| IH | 2 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 3 | 4 | 3 | 0 | 0 | 11 |
| SH-YO | 2 | 0 | | | | 2 |
| Pre-Class | 5 | 0 | 0 | | 0 | 5 |
| SH-Pre-Class | 5 | 0 | 0 | | | 5 |
| MED | 0 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 2 | | | | | 2 |
| Totals: | 152 | 20 | 21 | 1 | 2 | 196 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|------|-----------|
| A1 | 1 | | | | | 1 |
| A2 | 0 | | | | | 0 |
| B1 | 1 | 1 | 1 | 1 | | 4 |
| B2 | | | | | | |
| B3 | | 0 | 0 | 1 | | 1 |
| B4 | 0 | | | 0 | | 0 |
| B5 | 2 | 7 | 5 | 13 | | 28 |
| IH | | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | | 0 | | | 0 |
| SH-Pre-Class | | 0 | 0 | | | 0 |
| MED | | | | | | |
| TUNNEL | | | | | | |
| O/C | | | | | | |
| Totals: | 5 | 9 | 7 | 15 | | 36 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 4

BCDC Classification Report

DAILY AVERAGES - 2ND QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 185.231 |
| Total | |
| Sentenced: | 34.7033 |
| Total: | 219.934 |

| Percentage of Capacity | | | | | |
|----------------------------|-----------|------------|--------------------------|-----------|------------|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 44.34% | of | 496 | 86.25% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|------------|------------|---------------|-------------|--------------|
| A1 | 73 | | | | 0 | 73 |
| A2 | 27 | 7 | 10 | 0 | 0 | 44 |
| B1 | 8 | 3 | 3 | 0 | 0 | 15 |
| B2 | 5 | 0 | 0 | | 1 | 6 |
| B3 | 7 | 1 | 1 | 0 | 0 | 9 |
| B4 | 3 | 0 | | | 0 | 3 |
| B5 | | | | | | |
| IH | 2 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 3 | 4 | 3 | 0 | 0 | 10 |
| SH-YO | 2 | | | | | 2 |
| Pre-Class | 11 | 1 | 0 | | | 12 |
| SH-Pre-Class | 5 | 0 | 0 | | 0 | 5 |
| MED | 1 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 1 | 0 | 1 | | | 2 |
| Totals: | 146 | 17 | 19 | 1 | 2 | 185 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|-----------|-----------|-----------|--------------|-------------|--------------|
| A1 | 1 | | | | | 1 |
| A2 | 1 | 0 | | 1 | | 2 |
| B1 | 1 | 1 | 2 | 1 | | 5 |
| B2 | 0 | | 0 | | | 0 |
| B3 | 0 | 0 | | 0 | | 0 |
| B4 | 0 | 0 | 0 | 0 | | 0 |
| B5 | 2 | 3 | 5 | 16 | | 25 |
| IH | | | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | | | | | | |
| Pre-Class | 0 | | | | | 0 |
| SH-Pre-Class | 0 | | 0 | | | 0 |
| MED | | | | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | | | | | 0 |
| Totals: | 5 | 4 | 7 | 18 | | 35 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 5

BCDC Classification Report

DAILY AVERAGES - 3RD QUARTER 2010

| | |
|------------------|---------|
| Total Pre-trial: | 178.804 |
| Total | |
| Sentenced: | 38.9457 |
| Total: | 217.75 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|--------------------------|----|-----|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 43.90% | of | 496 | 85.39% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 65 | | | | 2 | 67 |
| A2 | 21 | 19 | 8 | 0 | 0 | 49 |
| B1 | 7 | 2 | 3 | 0 | 0 | 12 |
| B2 | 4 | 0 | 0 | 0 | 1 | 5 |
| B3 | 5 | 1 | 2 | 0 | 1 | 9 |
| B4 | 2 | 0 | | | | 2 |
| B5 | 0 | 0 | | 0 | 0 | 0 |
| IH | 1 | 1 | 1 | 0 | | 3 |
| Multi-Pur | 3 | 3 | 3 | 1 | 0 | 10 |
| SH-YO | 2 | | | | | 2 |
| Pre-Class | 12 | 0 | 1 | | 0 | 13 |
| SH-Pre-Class | 3 | 0 | 1 | 0 | | 4 |
| MED | 0 | 0 | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | 1 | | | 4 |
| Totals: | 126 | 28 | 19 | 1 | 4 | 179 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|----------|-----------|
| A1 | 2 | | | | 0 | 2 |
| A2 | 1 | 0 | 0 | 0 | | 1 |
| B1 | 1 | 1 | 3 | 2 | | 6 |
| B2 | 0 | | | 0 | 0 | 0 |
| B3 | 1 | 0 | 0 | 0 | 0 | 1 |
| B4 | 0 | | | | | 0 |
| B5 | 2 | 3 | 4 | 18 | | 27 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | | 0 | | | 0 |
| SH-Pre-Class | 0 | | 0 | | | 0 |
| MED | 0 | 0 | | | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | 0 | 0 | | | 0 |
| Totals: | 8 | 4 | 7 | 20 | 0 | 39 |

LEGEND:

AGS = Awaiting General Sessions
 ACM = Awaiting County Magistrate
 ACR = Awaiting City Recorder Court
 AF/CRT = Awaiting Family Court

HFOA = Hold for Other Agency
 GS = General Sessions
 CM = County Magistrate
 F/CRT = Family Court

TABLE 6

BCDC Classification Report

DAILY AVERAGES - 4TH QUARTER 2010

| | |
|-------------------------|----------------|
| Total Pre-trial: | 169.141 |
| Total | |
| Sentenced: | 44.0217 |
| Total: | 213.163 |

| Percentage of Capacity | | | | | |
|----------------------------|-----------|------------|--------------------------|-----------|------------|
| Current Emergency Capacity | | | Rated Emergency Capacity | | |
| 42.98% | of | 496 | 83.59% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|------------|------------|---------------|-------------|--------------|
| A1 | 61 | | | | 4 | 64 |
| A2 | 18 | 15 | 15 | 0 | 0 | 48 |
| B1 | 9 | 3 | 4 | 0 | 1 | 17 |
| B2 | 3 | | 0 | | 2 | 5 |
| B3 | 10 | 2 | 1 | | 0 | 13 |
| B4 | 3 | 0 | 0 | | | 4 |
| B5 | | | | | | |
| IH | 1 | 0 | 1 | 0 | 0 | 2 |
| Multi-Pur | 0 | 1 | 0 | 0 | 0 | 1 |
| SH-YO | 1 | | | | | 1 |
| Pre-Class | 4 | 3 | 2 | 0 | 0 | 9 |
| SH-Pre-Class | 4 | 0 | 0 | 0 | | 4 |
| MED | 0 | 0 | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | 1 | | 0 | 0 | | 1 |
| Totals: | 115 | 24 | 24 | 0 | 6 | 169 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|-----------|-----------|-----------|--------------|-------------|--------------|
| A1 | 1 | | | | 0 | 1 |
| A2 | 1 | 0 | 0 | 0 | | 2 |
| B1 | 1 | 0 | 3 | 1 | | 5 |
| B2 | 0 | | | | 0 | 0 |
| B3 | 0 | | 0 | 0 | | 0 |
| B4 | 0 | | 0 | 0 | | 0 |
| B5 | 2 | 4 | 12 | 17 | | 34 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | | | 0 | 0 | | 0 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | | 1 |
| SH-Pre-Class | 0 | 0 | | 0 | | 0 |
| MED | | | | | | |
| TUNNEL | | | | | | |
| O/C | 0 | | | | | 0 |
| Totals: | 6 | 4 | 15 | 19 | 0 | 44 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 7

BCDC Classification Report

DAILY AVERAGES - YEAR OF 2010

| | |
|-------------------------|-------------------|
| Total Pre-trial: | 182.312 |
| Total | Sentenced: |
| | 38.3479 |
| Total: | 220.66 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|----------------|----|-----|
| Current Emergency Capacity | | | Rated Capacity | | |
| 44.49% | of | 496 | 86.53% | of | 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| A1 | 69 | | | | 2 | 71 |
| A2 | 23 | 13 | 11 | 0 | 0 | 47 |
| B1 | 8 | 3 | 3 | 0 | 0 | 14 |
| B2 | 5 | 0 | 0 | 0 | 1 | 6 |
| B3 | 8 | 1 | 1 | 0 | 0 | 11 |
| B4 | 3 | 0 | 0 | 0 | 0 | 3 |
| B5 | 0 | 0 | | 0 | 0 | 0 |
| IH | 1 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 2 | 3 | 2 | 0 | 0 | 8 |
| SH-YO | 2 | 0 | | | | 2 |
| Pre-Class | 8 | 1 | 1 | 0 | 0 | 10 |
| SH-Pre-Class | 4 | 0 | 0 | 0 | 0 | 5 |
| MED | 0 | 0 | 0 | | 0 | 0 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | 1 | 0 | | 2 |
| Totals: | 135 | 22 | 21 | 1 | 4 | 182 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|----------------|----------|----------|----------|-----------|----------|-----------|
| A1 | 1 | | | | 0 | 1 |
| A2 | 1 | 0 | 0 | 0 | | 1 |
| B1 | 1 | 1 | 2 | 1 | | 5 |
| B2 | 0 | | 0 | 0 | 0 | 0 |
| B3 | 0 | 0 | 0 | 0 | 0 | 1 |
| B4 | 0 | 0 | 0 | 0 | | 0 |
| B5 | 2 | 4 | 7 | 16 | | 28 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 1 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| SH-Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| MED | 0 | 0 | | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | 0 | 0 | 0 | | | 0 |
| Totals: | 6 | 5 | 9 | 18 | 0 | 38 |

LEGEND:

| | |
|---|-------------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 8

DIRECTOR: COLONEL PHILIP A. FOOT
DEPUTY DIRECTOR: MAJOR CHARLES ALLEN

SECURITY LIEUTENANT

OFFICE OF PROFESSIONAL STANDARDS

*LIEUTENANT QUANDARA GRANT

SERGEANT JEFFERY VORTISCH

ADMINISTRATION:(4)

T. WILLIAMS
 K.BROWN
 W.FRIPP
 C. OWENS

TRANSPORTATION:(5)

CPL GRAYSON
 L/CPL STERLING
 L/CPL CHAPLIN
 *L/CPL MASON
 *L/CPL GREEN

MAINTENANCE: (1)

L/CPL MIDDLETON

PROPERTY: (1)

PFC KARAFI

CLASSIFICATION: (3)

*CPL ROBINSON,L

*L/CPL WHITE,J

*ADMIN S. MORTON

COUNSELOR:(2)

C/C BARNES
 *C/O GORMAN

INTELLIGENCE: (1)

C/O

RELIEF SHIFT COMMANDER(1)

SGT BAILEY

MENTAL HEALTH:

JANE PAVONI

FIRST SHIFT (20)

SGT BEARDEN
 *CPL BUSH,S
 *CPL BUSH
 PFC RATLIFF
 PFC WATSON
 *C/O McQUILLEN
 L/CPL SMALLS
 L/CPL LEAKE
 *L/CPL PARKS
 *L/CPL COLSON
 *L/CPL JORDAN-BROWN
 PFC WALKER,L
 PFC WHITE,C
 PFC WALKER,D
 *PFC DURBIN
 PFC WHICHER
 *C/O JACKSON,N
 PFC GREGORY(OUT)
 *PFC NEDRESKI
 L/CPL OCACIO

SECOND SHIFT (25)

*SGT FREEMAN
 CPL THOMPSON
 *CPL AIKEN
 L/CPL TEASDELL
 L/CPL MCCOWN
 L/CPL WALKER,E (OUT)
 L/CPL GILLINS
 *PFC BUTLER
 L/CPL SIPLIN
 PFC LUCAS
 *L/CPL JOHNSON
 C/O BITTICK
 *L/CPL PRYOR
 PFC VICUNA
 *PFC JACKSON,R
 *L/CPL JONES(OUT)
 *L/CPL WILLIAMS
 *L/CPL DILLARD
 *C/O RIVERA,D
 *PFC BLACK
 *C/O MORRISON
 PFC CASTELLANE
 PFC DOMINO
 C/O COLSON, S
 PFC AIKEN,E

THIRD SHIFT (24)

SGT DRAKE
 *CPL ROBINSON,S
 *CPL SNEED
 PFC CLAYTON
 L/CPL SEABROOK
 *C/O HESTER,L
 *C/O WILLIAMS,G
 *L/CPL EZZARD
 *PFC WILCOX,A
 *PFC FORD
 PFC HENDERSON
 C/O ANCRUM
 *L/CPL GLOVER,L
 *PFC SINGLETON
 PFC RUCKER
 L/CPL MCKNIGHT
 C/O
 PFC BROWN,K
 *C/O HILLSMAN
 *PFC BRADLEY
 PFC BLAKE
 C/O MITCHELL, J
 PFC ROGERS
 PFC POWELL,O

MEDICAL:

MTA RN SINGLETON
 LPN OUZEGDOUH
 LPN OWENS
 LPN SMITH
 LPN MAJORS
 CLERK TAYLOR

FOOD SERVICE:

MS.JENKINS
 MS.DELOACH
 MS.SINGLETON

EDUCATOR:

J.P.BOULDEN

CHAPLAIN:

REV.WILLIAMS

LEGEND

1=W/C
 2=ILL-NON W/C
 3=RESIGNED
 4=TRAINING
 5=LIGHT DUTY
 6=MILITARY

TRAINING:

*C/O
 C/O
 C/O

T/O STAFF

91 (96)

O/H STAFF

87 -4(Jones/Gregory)

CE T/O STAFF

10

CE O/H STAFF

10

REVISED: 12/30/2011

TABLE 7

BEAUFORT COUNTY DETENTION CENTER

YEAR END REPORT CY2012

GENERAL:

2012 was the twentieth full year of operation for the Detention Center located at 106 Ribaut Road, Beaufort, South Carolina. The facility was officially twenty years old in March 2012. The purpose of this report is to review from several perspectives the operation of the facility during the preceding year, and present a forecast of operations during the next twelve months.

The report has five categories:

1. Administration
2. Operations
3. Fiscal
4. Personnel and Training
5. 2013 Forecast

I. ADMINISTRATION:

A. Demographics: January 1, 2012 to December 31, 2012.

1. **Admissions (Table 1):** Total for 2012: 5,351 inmates were booked; which is a decrease of 73 inmates from 2011. Table 1 indicates a breakdown of monthly booking ins with December being the low month with 402 and July being the high month with 507. **(Demographics page 1)** 2,577 inmates were black, 2,278 white, 472 Hispanic, 20 were Oriental, and 4 Other. **Agency Breakdown:** Sheriff's Office arrested 3,227, Beaufort Police Dept. 955, SCHP 430, Port Royal PD 291, Sea Pines Security 9, Bluffton PD 304, SC Wildlife 18, and Other 117.
2. **Average Daily Population (ADP) (Table 2):** Our average daily population for 2012 was 223, which was the same as last year's. December was the high month with an ADP of 245 (see NOTE, paragraph 3), and March was the low month with an ADP of 196. The ADP has increased each year for **seven** years, in 2010 experienced a decrease, and in 2011 slightly increased again: 2002 (187), 2003 (187), 2004 (194), 2005 (243), 2006 (288), 2007 (300), 2008 (366), 2009 (281), 2010 (200), 2011 (223), and 2012 (223). The rated capacity of the facility is **255**, with an operational capacity

of **204**. The ADP demographics of inmates by ethnicity are as follows:

- 38.35% Black Male
- 30.78% White Male
- 7.66% Hispanic Male
- 0.30% Oriental
- 0.08% Other Male
- 9.81% Black Female
- 11.79% White Female
- 1.16% Hispanic Female
- 0.07% Oriental Female
- 0.00% Other Female

Inmates are held in custody for the following reasons:

- 82.13% Pretrial
- 14.42% Sentenced
- 3.45% Other

3. **Average Length of Stay (ALOS) Table 3:** This is an important factor to consider. The longer inmates stay in the facility, the higher the average daily population. The reason the average length of stay increases can be an accumulation of State Law changes, different Judges have different philosophies on sentencing, and types of crimes being committed can cause higher bonds to be set or no bond to be set. Since 1992 the facility's ALOS has climbed from 5.1 days to 15.17 days in 2012. This is an increase of 10.07 days for the average inmate.

4. **Releases: Demographics page 2** shows 5,343 total releases of inmates for 2012. The demographics for releases are as follows:

- 1,700 Posted Bond
- 1,921 Own recognizance
- 795 Served sentence
- 28 Charges dismissed
- 23 Nolle Prossed
- 8 Bench Warrant rescinded
- 0 sentence suspended
- 191 transferred to Prison
- 66 transferred to other agencies
- 99 transferred to another county
- 8 released to hospital
- 169 released per Clerk of Court
- 126 released per Family Court
- 54 Placed on Probation

- 0 Transcor
- 6 Other
- 149 released to ICE

5. **Percentage of capacity (POC) by pre-trial and sentenced inmates (Table 4-8):** Starting in July 2009, we began tracking the percentage of pretrial inmates and sentenced inmates.

1st quarter 2012: Pretrial 176.725, Sentenced 32.1429, Total 208.868.

This is 42.11% of our Emergency Capacity of 496 and 81.91% of our Rated Capacity of 255.

2nd quarter 2012: Pretrial 185.022, Sentenced 40.8681, Total 225.89.

This is 45.54% of our Emergency Capacity of 496 and 88.58% of our Rated Capacity of 255.

3rd quarter 2012: Pretrial 195.076, Sentenced 35.0978. Total 230.174. This is 46.41% of our Emergency Capacity of 496 and 90.26% of our Rated Capacity of 255.

4th quarter 2012: Pretrial 212.152, Sentenced 32.3804, Total 244.533. This is 49.30% of our Emergency Capacity of 496 and 95.90% of our Rated Capacity of 255.

2012: Pretrial 192.306, Sentenced 35.1148, Total 227.421. This is 45.85% of our Emergency Capacity of 496 and 89.18% of our Rated Capacity of 255.

- B. **Policy and Procedures:** All policies and procedures were reviewed in 2012. The Policy and Procedure Manual was transferred to CD ROM in 2006 as a cost cutting attempt. We were copying the entire Policy and Procedure Manual for each officer which was a tremendous cost. We placed it on internal computers for staff viewing.
- C. **Accreditation:** The Medical Department received their re-accreditation in 2011 with the National Commission on Correctional Health Care (NCCHC).
- D. **Building Maintenance/Furniture/Furnishings and Equipment:** A building such as the Detention Center ages in two ways; (1) chronologically and (2) operationally. This March, the Detention Center will have been in operation for twenty-one full years. A facility “ages” three and one-half years operationally for every chronological year. The facility never closes, never shuts down, and equipment continually operates 24 hours a day. Using this formula 3 ½ years times every year

open, the facility will be seventy-three and ½ (73.5) years old in March 2013.

In order to keep the facility in operational order, preventive maintenance is the key:

- The staff completes inspections of all areas of the facility to identify potential maintenance problems.
- The facility Maintenance Officer, along with Inmate Workers, completes first echelon maintenance.
- Building Maintenance personnel handle all major maintenance problems. The facility used Powell Electric and Hobart of Savannah to service kitchen equipment. With inmates being very destructive, maintenance issues are magnified and Building Maintenance is having a hard time keeping up with all the problems we are experiencing. The facility would benefit tremendously if a full time maintenance person was assigned to this facility.

E. **Inspections and Audits:** We have external agencies inspect our facility in part or in whole.

- We are inspected by South Carolina Department of Corrections; they however, have not provided us with an official report in over seven years. I have personally called to receive copies of these reports and have not received them.
- The State Fire Marshal’s report showed no violations.
- DHEC inspects the kitchen and we have maintained an “**A**” **rating**.

F. **Complaints/Requests/Grievances:** Complaints and requests are handled at all levels by staff. The Grievance Chairman (the Deputy Director), handles grievances. The following is a break down of both categories:

| Inmate complaints/requests: | 2011 | 2012 |
|--|-------------|-------------|
| • Complaints against officers/staff/policies | 17 | 16 |
| • Complaints/Requests medical/dental | 30 | 20 |
| • Complaints/Requests food service | 16 | 14 |
| • Request on internal matters | 91 | 79 |
| • Requests/Complaints mail | 3 | 19 |
| • Disciplinary appeals | 29 | 26 |
| • Request to be Inmate Worker | 1 | 0 |
| • Request for reclassification | 18 | 34 |
| • Thank you | 4 | 0 |
| • Maintenance concerns | 1 | 5 |
| • Request on external matters | 16 | 21 |

| | | |
|------------------------------------|------------|------------|
| • Request to speak to staff | 6 | 8 |
| • Property concerns | 6 | 7 |
| • Miscellaneous requests/complaint | 37 | 26 |
| • Total answered | 275 | 275 |

Inmate Grievances:

| | | |
|---|-----------|-----------|
| • Grievances against officers | 0 | 2 |
| • Grievances against medical | 1 | 0 |
| • Grievances against food service | 0 | 0 |
| • Other | 3 | 2 |
| • Grievances not classified as grievances | 27 | 45 |
| • Found in favor of inmate | 0 | 0 |
| • Unfounded | 3 | 2 |
| • Inmate released prior to answer | 0 | 2 |
| • Grievance returned to inmate | 1 | 0 |
| • Total grievances answered/returned | 31 | 49 |

G. **Public Relations:** We provide tours for the Solicitor’s office program and Juvenile PTI. We also provide support to the Sheriff’s Office SMART (Success Motivation and Responsibility Training) Program. One Saturday every other month we provide a short tour and orientation about the detention center’s role in the Criminal Justice System for fifteen to twenty juveniles ages 12-15.

II. Operations:

A. **Security:**

- One death for 2012; due to the inmate’s medical condition.
- Fifty-two (52) attempted suicides, with none requiring serious medical attention.
- No escapes or attempted escapes
- We had no incidents of riot/disturbance
- There were eleven (11) assaults on staff, all inmates were charged criminally.
- Twenty-nine (29) inmates were injured as a result of fights/assaults that required medical attention.
- We conducted five thousand five hundred and thirty-two (5,532) shakedowns of the facility with no serious contraband found. In 2008 I asked the Sheriff’s Office to support our shakedowns with K-9 drug dogs on a regular basis. We will continue this practice to ensure no illegal drugs are in the facility. All staff areas such as administration and locker rooms are searched also.
- We had ten (10) reported Inmate vs. Inmate confrontations and eight (8) Inmate vs. Officer confrontations. This is an increase in Inmate vs. Inmate of two (2) and an increase in Inmate vs. Officer of four (4).

D. **Food Service:** We served 273,116 meals to inmates and staff. Our cost per meal is based on the ADP, but average meal cost per inmate is \$1.07 for regular meals, and Inmate Worker meals are \$1.14.

E. **Inmate Programs:** We have one full time counselor and one part time counselor that handle scheduling all programs, training volunteers, and escorting/security for all volunteers. We had over sixty-three (63) people listed as volunteers from the community providing some type of counseling or programs for inmates. Below is a listing of programs provided to inmates and the number of inmates that attended:

- Bible study 2,352
- AA 603
- Pre-parenting skills 185
- Self esteem 845
- Alcohol & Drug Group Therapy 384
- Catholic Mass 533
- HIV/AIDS lecture 82
- Jehovah witness B.S. 119
- Sunday church 348
- Library mobile bookmobile

We have on staff a part time Chaplain, Randy Roberts, who walks the facility and answers the inmates' requests for religious counseling and materials. He also assists in crisis intervention for inmates and their families, counseling for deaths in the families of inmates and staff, and works with all denominations that are needed by inmates. He validates all outside clergy visits to ensure authenticity of the visit. Below are the demographics for the Chaplain:

- Inmates counseled 212
- Staff counseled 40
- Special visits for inmates 97
- Materials issued to inmates 481
- Materials issued to staff 49
- Outside clergy visits 8
- Inmate requests answered 137

There is a part time education coordinator on staff from Adult Ed. He handles helping inmates with adult education. In March 2008, we started testing for GED for the first time. Director Foot, with cooperation from the State Board of Education, received certification in order to make BCDC an official testing site for GED.

Below are numbers of inmates attending programs:

- English as 2nd language 44
- Basic reading/writing/math 6
- GED prep 515
- GED – taking test 30
- GED passed 18

State law requires youthful offenders arrested who are still enrolled in school at the time of arrest to complete and stay current with school work. The educator helps coordinate this effort with the local school board home bound program.

Visitation plays an important role in allowing the inmate to maintain contact with family and friends. This year we handled:

- Juvenile visits 8
- Clergy visits 290
- Attorney visits 1051
- Special visits 35
- Regular visitation 12,259

We continue to provide Inmate labor for services both within the facility, and to outside government agencies, all year, every day:

| <u>Outside agencies</u> | <u># Inmates</u> |
|-----------------------------------|------------------|
| • Mosquito Control | 0 |
| • Animal Control | 2 |
| • Building and Grounds | 0 |
| • SC Department of Transportation | 1 |
| • EMS | 0 |

Internal

| | |
|-------------------------|----|
| • Kitchen | 10 |
| • Maintenance | 1 |
| • Inmate Property | 1 |
| • Janitorial Services | 4 |
| • Inmate Main Laundry | 6 |
| • Medical Unit Clean-up | 1 |
| • Mail Delivery | 1 |

During the year we saved Beaufort County over ***\$462,178.80** in inmate labor in lieu of paid employees or contractors. ***Positions based on minimum wage (\$7.25) plus 20% fringe.**

In May 2011, we began a Daywatch Program (weekend trash pickup) for inmates assigned to weekend time by Family Court, other judges, and Probation/Parole. There were a total of **14** inmates participating. They

picked up **4,350** bags of trash and various other items (mattresses, tires, tvs, etc), and traveled a total of **7,332** miles. Each participant is required to pay an administrative fee and a daily fee for this program; in 2012 **\$1,057.00** was collected.

- F. **Transportation/Court Section:** Corporal Grayson is the supervisor for this section. The section has five (5) officers assigned for transportation of adult and juvenile inmates to and from: state prison, hospitals both medical and mental, medical appointments in/out of county, escorting inmates to first appearance bond hearings, General Sessions Court, and Family Court. This section has logged over **69,138** miles during this year, with a total of **454** inmates transported safely.

The court section handled **4,359** inmates for first appearance bond court. They escorted **730** inmates to General Sessions Court and **202** inmates to Family Court. In 2011, I purchased four (4) Stun Cuffs for this section to apply to inmates standing trial. This has always been a concern of mine due to the fact the Supreme Court ruled years ago that inmates having a jury trial could not have visible handcuffs or leg shackles as this would taint the jurors' perception. The Stun Cuffs are placed on the inmate's ankle underneath the clothes, hidden from the jurors. The Transportation Officer has a radio remote control button that can be activated if the inmate tries to escape or attack anyone in the courtroom.

III. **Fiscal:**

- A. **FY 11-12:** This year's budget is \$5,433,000. Causes for decrease from the previous year's budget are as follows:

- 48K decrease in personnel costs
- 347K decrease in services and supplies

- B. **FY12-13:** This year's budget is \$5,449,854.00. Causes for increase from last year's budget are as follows:

- \$18,300.00 increase in medical costs

- C. **Revenues generated:** We generated more than \$145,148.25 from profits for inmate commissary, inmate calling cards, and telephone contracts. These monies have been used to provide items and services that are not readily available through the General Fund. For FY 2012 we spent \$86,978. Among the items/services obtained through the Inmate Welfare Fund were:

- Chaplain stipend \$12,000
- Cleaning incentive program \$9,720

- TV basic cable per year \$569
- Inmate law library materials \$1,003
- Bilingual telephone service \$3,137
- Admission Kits \$2,268
- Replacement Inmate Handbooks \$1,586
- Hair clippers and barbicide \$629
- Bank charges for Inmate Account \$2,209
- Microwaves for housing units \$726
- Group therapy \$10,800

D. **Overtime usage:** In 2012, we used 5,917 hours of overtime, averaging 493 hours per month. We had an increase of 361 hours of overtime used for the year. The breakdown is as follows:

- 30.97% 1,832.50 hours Personnel replacement
- 0.73% 43 hours Hospital duty
- 0.00% 0 hours Classification section
- 0.00% 0 hours Correctional Counselor
- 0.00% 0 hours Property/Maint Officer
- 0.00% 0 hours Special operations
- 2.29% 135.50 hours Court Officers
- 2.56% 151.25 hours Transportation Officers
- 59.38% 3,513.88 hours Shift muster
- 0.93% 55.25 hours Complete assignments
- 3.15% 186.50 hours Training/meeting/other

Personnel replacement cost has a significant impact on overtime. CY2012 we had seventeen (17) staff leave employment. All were correctional officers. It takes an average of 67 days from the time we know an officer is leaving until we can advertise, interview, select, process, and train a replacement. 51 days (67-16 regular days off) x 17 positions x 8 hours = 6,936 hours needing to be covered by duty personnel. Breakdown of overtime for personnel replacement is as follows:

- 30.86% 565.50 hours Sick/Med leave
- 0.44% 8 hours Workman's' comp
- 38.62% 707.75 hours Supervisor/Specialist PLD
- 2.51% 46 hours Officers at academy
- 2.29% 42 hours Military leave
- 17.65 323.50 hours Resignations/Terminations
- 0.44% 8 hours Administrative suspensions
- 4.62% 84.75 hours Emergency leave
- 2.56% 47 hours Instructor training/other

IV. **Personnel and Training:**

A. **Staffing:** We have a **Table of Organization (Table 9)** that shows 91 positions. As of December 31, 2012, we were short 6 positions. The demographics of our staff as of that date are as follows:

Sex/Race: 31 Black males
 13 White males
 2 Hispanic male
 30 Black females
 7 White females
 1 Hispanic female
 1 Other female

Education: 2 GED
60 HS Grad
 11 AA/AS
 10 Bachelor
 2 Master

Length of Service: 10 Staff less than 1 year of service
 35 Staff 1 to 5 years of service
19 Staff 5 to 10 years service
21 Staff over 10 years of service

***50% of the staff has less than five (5) years of service.**

In addition to Beaufort County employees, we have nine (9) Food Service and Medical contract staff. We have three part-time staff, not Beaufort County employees: the Chaplain, Educator, and Mental Health Counselor.

B. **Turnover:** During CY2012, we had seventeen (17) staff leave employment. This is an increase of one (1) from last year. The reasons for the staff leaving employment are as follows:

- Resigned: 14 (six accepted other employment, two for personal reasons, and six moved)
- Three (3) employees were terminated

Eight (8) of the staff gave a two-week notice and six (6) gave less than two weeks.

C. **Morale:** Morale is good with staff.

D. **Communication:** We continue to encourage communication in the facility. There are a number of meetings to ensure effective dialogue, and they are as follows:

- Monthly employee council meetings

- Weekly command staff meetings
- Bi-Monthly shift commanders' meetings
- Bi-Monthly intake supervisors' meetings
- Quarterly medical meetings
- Quarterly inmate council meetings
- Weekly reclassification meetings

E. **Staff Training:** We provide in-house training for most of our requirements for basic certification of all correctional staff. For CY2012 the follow training was provided in-house or received by outside agencies:

- Pre-service training for new officers (40 hours) – 15 officers completed the full training block
- OJT training (80 hours) – 15 officers completed
- South Carolina Criminal Justice Academy (Basic Jail) (120 hours), 11 officers attended and 11 officers certified
- Cap-stun recertification – 35 officers
- Pre-service training for contract personnel (40 hours) – 7 contract employees completed
- Annual training for volunteers (3 hours) – 113 volunteers attended
- Outside agency training - 171 officers attended multiple training sessions:
 - 25 attended NCIC training
 - 51 attended Mental Health Awareness
 - 16 attended Defensive Driving training provided by the County
 - 9 attended Office of Victim Services class. We had 28 staff from other agencies attend this class.
 - 70 attended Fire Safety training provided by Beaufort Fire Dept.
- ACA Correspondence courses – 29 (442 hours)
- Firearms training - 34 officers qualified (132 hours)
- Shotgun familiarity – 34 officers (34 hours)
- First Aid -76 staff certified, CPR- 89 staff certified

In addition we have the following certified instructors:

- Four Basic Criminal Justice Instructors
- Three Firearms Instructors
- One O.C. Spray Instructor
- Two CPR Instructors
- One First Aid Instructors
- One Specific Skills Instructors
- One Defensive Tactics Instructors

V. **CY2013 Forecast:**

- A. **Administration:** It is hard to forecast the amount of inmates we will process in a year due to changes in law and the court system. I will forecast this year for us to book five thousand five hundred (5,500) inmates, our Average Daily Population to hit 220-230 inmates, and the Average Length of Stay to be 15 days. We ended CY2012 with booking five thousand three hundred and fifty-one (5,351) inmates, with an ADP of 223 inmates and an ALOS of 15.17 days. Our book-ins decreased by 73 inmates from the previous year, and our ADP remained the same as last year.
- B. **Operations:** The inmate population has remained the same as last year. Pre-trial inmates are waiting for their cases to be processed by the courts. As of December 31, 2012, we had one hundred and forty-seven (147) inmates in pre-trial status, thirty-eight (38) less than last year. The largest percentage of inmates in this category is waiting on General Sessions Court. The reason they are not being bonded out is probably due to high bond amounts and also being denied bond due to the nature of the charge(s). Bonds for General Session Court charges range from \$5,000 to \$500,000 cash or surety. There are a number of inmates that have no bond due to their charge, i.e., Murder, Burglary 1st, and General Sessions Bench Warrants.

For CY2013 I do not foresee the population of inmates decreasing, but slightly increasing. A big change for General Sessions Court this upcoming year is the court docket has been put in the hands of Court Administration. I am not sure what effect this will have on our population of pre-trial inmates. A minimum/median custody facility is an option, and more cell space will be needed. There is cost saving construction that can be utilized, such as pre-fabricated cells or modules that cut cost of construction and time to build. All options need to be seriously analyzed to reduce the overcrowding for CY2013.

- C. **Fiscal:** We will continue to run the facility as efficiently as possible, while being sensitive to taxpayer's monies without jeopardizing security. I will continue to seek grants and funds from outside sources to augment the facility's budget. In CY2012 the facility was awarded \$58,080 in reimbursement from the Department of Justice for housing illegal aliens.
- D. **Personnel and Training:** We will strive to hire good candidates for open Correctional Officer positions. We conduct extensive back-ground checks on all applicants. The entire process to hire one new correctional officer takes about sixty-seven (67) days. Even during these bad economic times we lost seventeen (17) employees during CY2012, which is an increase of one (1) employee from last year. I am also concerned with the amount of inexperienced officers we have. Fifty (50%) percent of the staff has less

than five (5) years of service. This is a major concern when dealing with career criminals that have many more years of experience with the criminal justice system. Training, Training, Training is the key to helping the officers cope with these career criminals and their personalities.

**Beaufort County Detention Center
Highlights of Year-end Report for CY2012**

1. Built in 1992, original rated capacity 192 – changed 2000 to 239 by adding double bunks. Changed 2003 to **255** when Pre-Classification unit opened.
2. Operational capacity is **204**, which is 80% rated capacity.
3. Inmate management style is Direct Supervision of inmates in housing units.
4. Admissions: **Total inmates booked for 2012, 5,351**
5. Average Daily Population: **223 for 2012. High month was December with 245; low month was March with 196.**
6. Average Length of Stay, ALOS: 15.17
7. Releases: **Total inmates released for 2012, 5,343.**
8. Inspections: The facility is inspected by South Carolina Department of Corrections annually, State Fire Marshal annually, and Department of Health and Environmental Control (DHEC) semi-annually for Kitchen
9. 52 attempted suicides, 11 incidents of inmates assaulting Correctional Staff, 10 Inmate vs. Inmate confrontations, 94 reported Uses of Force, 40 Code Reds (most serious code) and 613 Disciplinary Hearings held on inmates
10. Medical provider is Southern Health Partners
11. Food Service provider is ABL, Inc. **273,116** meals served
12. The facility provides the following inmate programs: Bible Study, Pre-Parenting Skills, AA, Alcohol & Drug group therapy, Self-Esteem, HIV/AIDS lecture, Catholic mass, Jehovah Witness Bible study, library cart, English as 2nd language, Basic reading/writing, GED prep.
13. The facility handled **13,643** visitors for inmates
14. Transportation section transported 454 inmates to State Prison or medical appointments, handled 4,359 inmates for first appearance bond hearings, 730 inmates to General Sessions Court, and 202 inmates to Family Court
15. The facility budget for FY12/13 is \$5,449,854
16. **Starting salary for Correctional Officer is \$28,704**
17. Staffing: 91 positions including 5 non-sworn
18. Length of service: **10 staff less than one year, 35 staff one to five years service, 19 staff five to ten years service, and 21 staff over ten years service**
19. Training: 40 hours pre-service training, 40 hours OJT with FTO on 2nd Shift, 40 hours OJT with FTO on assigned shift, 40 hours in-service training, and 120 hours at SCCJA Basic Correctional Officer
20. Cost per inmate (Based on 223 ADP): **\$66.96 per day**

Signature

Date

**BEAUFORT COUNTY DETENTION CENTER
MONTHLY BOOK-INS**

| Year | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|---------|-------|-------|------|--------|-------|------|-------|
| Month | | | | | | | |
| Jan. | 540 | 597 | 554 | 586 | 547 | 466 | 434 |
| Feb. | 475 | 570 | 600 | 577 | 515 | 462 | 422 |
| Mar. | 582 | 636 | 577 | 639 | 532 | 446 | 472 |
| Apr. | 549 | 537 | 651 | 619 | 494 | 427 | 438 |
| May | 579 | 561 | 652 | 637 | 458 | 487 | 465 |
| June | 590 | 575 | 625 | 636 | 404 | 454 | 466 |
| July | 591 | 693 | 668 | 690 | 476 | 499 | 507 |
| Aug. | 609 | 693 | 753 | 596 | 455 | 462 | 466 |
| Sept. | 579 | 640 | 608 | 658 | 429 | 406 | 434 |
| Oct. | 579 | 571 | 660 | 612 | 466 | 486 | 440 |
| Nov. | 535 | 523 | 620 | 501 | 402 | 434 | 405 |
| Dec. | 546 | 570 | 568 | 566 | 412 | 395 | 402 |
| Avg. | 562.8 | 597.2 | 628 | 609.75 | 465.8 | 452 | 453.3 |
| Mo High | 609 | 693 | 753 | 690 | 547 | 499 | 529 |
| Mo Low | 475 | 523 | 554 | 501 | 402 | 395 | 402 |
| Totals | 6754 | 7166 | 7536 | 7317 | 5590 | 5424 | 5351 |

TABLE 1

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE MONTHLY POPULATION**

| MONTH | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|-------|------|------|------|------|------|------|------|
| Jan. | 250 | 304 | 353 | 310 | 238 | 214 | 217 |
| Feb. | 250 | 294 | 371 | 317 | 234 | 219 | 203 |
| Mar | 286 | 288 | 353 | 300 | 207 | 207 | 196 |
| Apr. | 287 | 279 | 371 | 287 | 207 | 196 | 224 |
| May | 279 | 293 | 356 | 285 | 221 | 205 | 225 |
| June | 290 | 276 | 357 | 291 | 215 | 215 | 216 |
| July | 293 | 288 | 397 | 263 | 210 | 236 | 232 |
| Aug. | 295 | 309 | 388 | 247 | 214 | 241 | 226 |
| Sept | 317 | 317 | 405 | 271 | 207 | 239 | 215 |
| Oct. | 316 | 314 | 379 | 282 | 214 | 227 | 230 |
| Nov. | 304 | 309 | 346 | 279 | 210 | 248 | 241 |
| Dec. | 292 | 334 | 318 | 240 | 200 | 227 | 245 |
| Avg. | 288 | 300 | 366 | 281 | 215 | 223 | 223 |

TABLE 2

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE LENGTH OF STAY**

| YEAR | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|-------|-------|-------|-------|------|------|------|-------|
| MONTH | | | | | | | |
| Jan. | 14.3 | 15.8 | 19.7 | 16 | 13 | 14 | 16 |
| Feb. | 14.7 | 14.4 | 18 | 15 | 13 | 13 | 14 |
| Mar. | 15.2 | 14 | 18.9 | 14 | 12 | 14 | 13 |
| Apr. | 15.7 | 15.6 | 17 | 14 | 13 | 14 | 15 |
| May | 14.8 | 16.2 | 17 | 14 | 15 | 13 | 15 |
| June | 14.7 | 14.4 | 17 | 14 | 16 | 14 | 14 |
| July | 15.3 | 12.9 | 19 | 12 | 17 | 15 | 14 |
| Aug. | 15 | 13.8 | 16 | 13 | 15 | 16 | 15 |
| Sept. | 16.4 | 14.9 | 20 | 12 | 15 | 18 | 15 |
| Oct. | 16.9 | 17 | 17.8 | 14 | 14 | 14 | 14 |
| Nov. | 17 | 17.7 | 16.7 | 17 | 16 | 17 | 18 |
| Dec. | 16.6 | 18 | 17.5 | 13 | 15 | 18 | 19 |
| Avg. | 15.55 | 15.39 | 17.88 | 14 | 14.5 | 15 | 15.17 |

TABLE 3

BCDC Classification Report

DAILY AVERAGES - 1ST QUARTER 2012

| |
|---------------------------------|
| Total Pre-trial: 176.725 |
| Total Sentenced: 32.1429 |
| Total: 208.868 |

| Percentage of Capacity | |
|----------------------------|----------------|
| Current Emergency Capacity | Rated Capacity |
| 42.11% of 496 | 81.91% of 255 |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | |
| A1 | 54 | | | | 0 | 54 |
| A2 | 13 | 21 | 20 | | | 54 |
| B1 | 10 | 2 | 5 | | 0 | 17 |
| B2 | 5 | 0 | 0 | | 1 | 7 |
| B3 | 10 | 1 | 1 | | 1 | 12 |
| B4 | 2 | 0 | 0 | | | 3 |
| B5 | | 0 | 0 | 0 | 0 | 0 |
| IH | 3 | 1 | 1 | 0 | | 4 |
| Multi-Pur | 0 | 0 | 0 | | | 0 |
| SH-YO | 3 | | | | | 3 |
| Pre-Class | 4 | 5 | 4 | 0 | 0 | 13 |
| SH-Pre-Class | 5 | 1 | | | | 6 |
| MED | 1 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | | | | 2 |
| Totals: | 113 | 31 | 30 | 0 | 2 | 177 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | |
| A1 | 1 | | | | | 1 |
| A2 | 2 | | | | | 2 |
| B1 | 1 | 1 | 1 | 0 | 1 | 4 |
| B2 | 0 | | | | | 0 |
| B3 | 0 | 0 | 0 | 0 | | 1 |
| B4 | | | 0 | | | 0 |
| B5 | 1 | 7 | 5 | 9 | 1 | 24 |
| IH | | | 0 | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | | 1 |
| SH-Pre-Class | 0 | | | | | 0 |
| MED | | | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | | | |
| Totals: | 5 | 8 | 7 | 10 | 2 | 32 |

| LEGEND: | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 4

BCDC Classification Report

DAILY AVERAGES - 2ND QUARTER 2012

| |
|--------------------------|
| Total Pre-trial: 185.022 |
| Total Sentenced: 40.8681 |
| Total: 225.89 |

| Percentage of Capacity | | | |
|----------------------------|----|-----|----------------|
| Current Emergency Capacity | | | Rated Capacity |
| 45.54% | of | 496 | 88.58% of 255 |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | |
| A1 | 52 | | | | 0 | 52 |
| A2 | 19 | 22 | 17 | | 0 | 59 |
| B1 | 8 | 4 | 6 | | 0 | 18 |
| B2 | 8 | 0 | | | 0 | 9 |
| B3 | 8 | 1 | 2 | | 0 | 12 |
| B4 | 3 | 0 | 0 | | | 3 |
| B5 | | | | | | |
| IH | 3 | 0 | 1 | 0 | 0 | 4 |
| Multi-Pur | 1 | 1 | 0 | 0 | 0 | 2 |
| SH-YO | 2 | | | | | 2 |
| Pre-Class | 6 | 5 | 5 | 0 | 0 | 17 |
| SH-Pre-Class | 3 | 1 | 0 | | | 5 |
| MED | 1 | 0 | 0 | | 0 | 2 |
| TUNNEL | | | | | | |
| O/C | 1 | 0 | | | | 1 |
| Totals: | 116 | 35 | 32 | 0 | 1 | 185 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | |
| A1 | 1 | | | | | 1 |
| A2 | 1 | 0 | | | | 1 |
| B1 | 0 | 1 | 3 | 1 | 1 | 7 |
| B2 | 0 | | | | | 0 |
| B3 | 0 | | | | | 0 |
| B4 | 0 | 0 | 0 | | | 0 |
| B5 | 4 | 6 | 3 | 16 | 1 | 31 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | | 0 | | 0 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 0 |
| SH-Pre-Class | | | | | | |
| MED | | 0 | | | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | | | |
| Totals: | 7 | 8 | 6 | 17 | 2 | 41 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 5

BCDC Classification Report

DAILY AVERAGES - 3RD QUARTER 2012

| |
|--------------------------|
| Total Pre-trial: 195.076 |
| Total Sentenced: 35.0978 |
| Total: 230.174 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|----------------|----|-----|
| Current Emergency Capacity | | | Rated Capacity | | |
| 46.41% | of | 496 | 90.26% | of | 255 |

| | PRE-TRIAL | | | | | |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
| A1 | 56 | | | | 1 | 57 |
| A2 | 25 | 22 | 15 | | 1 | 62 |
| B1 | 9 | 5 | 4 | | 0 | 18 |
| B2 | 9 | | 0 | | | 9 |
| B3 | 9 | 2 | 2 | | | 13 |
| B4 | 2 | 1 | 1 | | | 4 |
| B5 | | | | | | |
| IH | 1 | 1 | 1 | | 0 | 3 |
| Multi-Pur | 1 | 1 | 0 | 0 | 0 | 2 |
| SH-YO | 1 | | | | | 1 |
| Pre-Class | 5 | 7 | 5 | 0 | 0 | 17 |
| SH-Pre-Class | 6 | 1 | | | | 6 |
| MED | 1 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 2 | | 0 | | 0 | 2 |
| Totals: | 126 | 39 | 28 | 0 | 2 | 195 |

| | SENTENCED | | | | | |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | TOTAL |
| A1 | 1 | | | | | 1 |
| A2 | 1 | | 0 | | | 2 |
| B1 | 0 | 1 | 2 | 1 | 1 | 4 |
| B2 | 0 | | | | | 0 |
| B3 | 0 | | | | 0 | 0 |
| B4 | | | | | 0 | 0 |
| B5 | 3 | 3 | 3 | 17 | | 27 |
| IH | 0 | | | | | 0 |
| Multi-Pur | 0 | | 0 | 0 | | 0 |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 1 |
| SH-Pre-Class | 0 | | | | | 0 |
| MED | | 0 | | | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | 0 | | 0 |
| Totals: | 6 | 5 | 5 | 18 | 1 | 35 |

| | |
|------------------------------------|------------------------------|
| LEGEND: | |
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 6

BCDC Classification Report

DAILY AVERAGES - 4TH QUARTER 2012

| |
|--------------------------|
| Total Pre-trial: 212,152 |
| Total Sentenced: 32,3804 |
| Total: 244,533 |

| Percentage of Capacity | | | |
|----------------------------|----------------|-----|---------------|
| Current Emergency Capacity | Rated Capacity | | |
| 49.30% | of | 496 | 95.90% of 255 |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | |
| A1 | 60 | | | | 1 | 60 |
| A2 | 42 | 17 | 10 | | 0 | 70 |
| B1 | 15 | 3 | 4 | | 1 | 24 |
| B2 | 11 | 0 | | | 0 | 11 |
| B3 | 12 | 2 | 3 | | | 17 |
| B4 | 3 | 0 | 0 | | 1 | 5 |
| B5 | | | | | | |
| IH | 2 | 0 | 0 | | 0 | 3 |
| Multi-Pur | | | | | | |
| SH-YO | 1 | 0 | 0 | | | 1 |
| Pre-Class | 3 | 4 | 3 | 0 | 0 | 11 |
| SH-Pre-Class | 6 | 0 | 0 | | 0 | 7 |
| MED | 0 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 3 | 0 | 0 | | 0 | 3 |
| Totals: | 158 | 28 | 22 | 0 | 4 | 212 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | |
| A1 | 1 | | | | | 1 |
| A2 | 1 | | | | | 1 |
| B1 | 1 | 1 | 2 | 1 | 1 | 6 |
| B2 | 0 | | | | | 0 |
| B3 | 0 | | | | | 0 |
| B4 | | | | | | |
| B5 | 2 | 6 | 6 | 10 | | 24 |
| IH | 0 | 0 | | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | | 1 |
| SH-Pre-Class | 0 | | | | | 0 |
| MED | | | | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | | | |
| Totals: | 5 | 8 | 8 | 11 | 1 | 32 |

LEGEND:

| | |
|--|--|
| <p>AGS = Awaiting General Sessions ACM = Awaiting County Magistrate ACR = Awaiting City Recorder Court AF/CRT = Awaiting Family Court</p> | <p>HFOA = Hold for Other Agency GS = General Sessions CM = County Magistrate F/CRT = Family Court</p> |
|--|--|

TABLE 7

BCDC Classification Report

DAILY AVERAGES - YEAR OF 2012

| |
|---------------------------------|
| Total Pre-trial: 192.306 |
| Total Sentenced: 35.1148 |
| Total: 227.421 |

| Percentage of Capacity | | | |
|----------------------------|----------------|--|--|
| Current Emergency Capacity | Rated Capacity | | |
| 45.85% of 496 | 89.18% of 255 | | |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | |
| A1 | 56 | | | | 0 | 56 |
| A2 | 25 | 21 | 16 | | 0 | 61 |
| B1 | 10 | 4 | 5 | | 0 | 19 |
| B2 | 8 | 0 | 0 | | 0 | 9 |
| B3 | 10 | 2 | 2 | | 0 | 14 |
| B4 | 3 | 0 | 0 | | 0 | 3 |
| B5 | | 0 | 0 | 0 | 0 | 0 |
| IH | 2 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | 0 | 0 | 0 | 0 | 0 | 1 |
| SH-YO | 2 | 0 | 0 | | | 2 |
| Pre-Class | 5 | 5 | 4 | 0 | 0 | 14 |
| SH-Pre-Class | 5 | 1 | 0 | | 0 | 6 |
| MED | 1 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 2 | 0 | 0 | | 0 | 2 |
| Totals: | 128 | 33 | 28 | 0 | 2 | 192 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | |
| A1 | 1 | | | | | 1 |
| A2 | 1 | 0 | 0 | | | 1 |
| B1 | 1 | 1 | 2 | 1 | 1 | 5 |
| B2 | 0 | | | | | 0 |
| B3 | 0 | 0 | 0 | 0 | 0 | 0 |
| B4 | 0 | 0 | 0 | | 0 | 0 |
| B5 | 3 | 6 | 4 | 13 | 1 | 26 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | 0 | 0 | 0 | 0 | | 0 |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 1 |
| SH-Pre-Class | 0 | | | | | 0 |
| MED | | 0 | 0 | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | 0 | | 0 |
| Totals: | 6 | 7 | 7 | 14 | 2 | 35 |

LEGEND:

| | |
|--|--|
| <p>AGS = Awaiting General Sessions ACM = Awaiting County Magistrate ACR = Awaiting City Recorder Court AF/CRT = Awaiting Family Court</p> | <p>HFOA = Hold for Other Agency GS = General Sessions CM = County Magistrate F/CRT = Family Court</p> |
|--|--|

TABLE 8

DIRECTOR: COLONEL PHILIP A. FOOT
DEPUTY DIRECTOR: MAJOR CHARLES ALLEN

SECURITY LIEUTENANT

*LIEUTENANT QUANDARA GRANT

OFFICE OF PROFESSIONAL STANDARDS

SERGEANT JEFFERY VORTISCH

ADMINISTRATION:(4)

T. WILLIAMS
 K.BROWN
 W.FRIPP
 C. OWENS

TRANSPORTATION:(5)

CPL GRAYSON
 L/CPL STERLING
 L/CPL CHAPLIN
 *L/CPL MASON
 *L/CPL GREEN

MAINTENANCE: (1)

L/CPL GILLINS
PROPERTY: (1)
 PFC KARAFI
CLASSIFICATION: (3)
 *CPL ROBINSON,L
 *L/CPL WHITE,J
 *ADMIN S. MORTON

COUNSELOR:(2)

C/C BARNES
 *P/C GORMAN(PT)

INTELLIGENCE: (1)

C/O

RELIEF SHIFT COMMANDER(1)

SGT BAILEY

MENTAL HEALTH:

JANE PAVONI

MEDICAL:

MTA RN SINGLETON
 LPN OUZEGDOUH
 LPN OWENS
 LPN LLOYD
 LPN LAWERNCE
 CLERK HUNT

FOOD SERVICE:

MS.JENKINS
 MS. RODGERS
 MR. WASHINGTON

EDUCATOR:

J.P.BOULDEN

CHAPLAIN:

REV.ROBERTS

FIRST SHIFT (20)

SGT BEARDEN
 *CPL BUSH,S
 *CPL BUSH
 PFC RATLIFF
 PFC WATSON
 *PFC McQUILLEN
 L/CPL MIDDLETON
 L/CPL LEAKE
 *L/CPL PARKS
 *L/CPL COLSON, E.
 *L/CPL JORDAN-BROWN
 C/O
 PFC WHITE,C
 PFC WALKER,D
 *C/O
 C/O WILSON,C
 *PFC JACKSON,N
 *PFC HESTER,L
 *PFC NEDRESKI
 L/CPL OCACIO

SECOND SHIFT (25)

*SGT FREEMAN
 CPL THOMPSON
 *CPL AIKEN
 L/CPL TEASDELL
 L/CPL MCCOWN
 L/CPL WALKER,E
 *PFC WILCOX
 *PFC BUTLER
 L/CPL SIPLIN
 PFC LUCAS
 *L/CPL BROWN
 PFC BITTICK
 *L/CPL PRYOR
 L/CPL VICUNA
 *PFC JACKSON,R
 C/O
 C/O WEAVER
 *L/CPL DILLARD
 *PFC RIVERA,D
 *PFC BLACK
 *PFC MORRISON
 C/O SELLMAN,W
 L/CPL DOMINO
 L/CPL COLSON, S
 L/CPL AIKEN,E

THIRD SHIFT (24)

SGT DRAKE
 *CPL ROBINSON,S
 *CPL SNEED
 PFC CLAYTON
 L/CPL SEABROOK
 PFC YOUNG
 *PFC WILLIAMS,G
 *L/CPL EZZARD
 PFC HILDRETH
 *PFC FORD
 PFC HENDERSON
 C/O
 *C/O HOLMAN,V
 *C/O DESANTIS,J
 L/CPL RUCKER
 L/CPL MCKNIGHT
 C/O FAY,J
 PFC BROWN,K
 *C/O ALLEN,A
 C/O CAVE
 PFC BLAKE
 C/O
 L/CPL ROGERS
 PFC POWELL,O

LEGEND

1=W/C
 2=ILL-NON W/C
 3=RESIGNED
 4=TRAINING
 5=LIGHT DUTY
 6=MILITARY

TRAINING:

C/O JOHNSON, L
 C/O MAHON, A
 *C/O WASHINGTON, L

T/O STAFF 91
O/H STAFF 88 -3
CE T/O STAFF 10
CE O/H STAFF 10

REVISED: 01/24/2013

TABLE 9

BEAUFORT COUNTY DETENTION CENTER

YEAR END REPORT CY2015

GENERAL:

2015 was the twenty-third full year of operation for the Detention Center located at 106 Ribaut Road, Beaufort, South Carolina. The facility was officially twenty-three years old in March 2015. The purpose of this report is to review from several perspectives the operation of the facility during the preceding year, and present a forecast of operations during the next twelve months.

The report has five categories:

1. Administration
2. Operations
3. Fiscal
4. Personnel and Training
5. 2016 Forecast

I. ADMINISTRATION:

A. Demographics: January 1, 2015 to December 31, 2015.

1. **Admissions (Table 1):** Total for 2015: 5,266 inmates were booked; which is an increase of 200 inmates from 2014. Table 1 indicates a breakdown of monthly inmates booked with December being the low month with 401 and March being the high month with 483. **(Demographics page 1)** 2,568 inmates were black, 2,092 white, 583 Hispanic, 20 were Oriental, and 3 Other. **Agency Breakdown:** Sheriff's Office arrested 2,623, Beaufort Police Dept. 880, SCHP 454, Port Royal PD 520, Sea Pines Security 6, Bluffton PD 602, SC Wildlife 8, and Other 173.
2. **Average Daily Population (ADP) (Table 2):** Our average daily population for 2015 was 183, which was a decrease from 2014's ADP of 203. October was the high month with an ADP of 225 and January was the low month with an ADP of 167. The ADP increased each year for **seven** years from 2002-2009, in 2010 experienced a decrease, in 2011 and 2012 slightly increased, and in 2013, 2014 and 2015 decreased: 2002 (187), 2003 (187), 2004 (194), 2005 (243), 2006 (288), 2007 (300), 2008 (366), 2009 (281), 2010 (214), 2011 (223), 2012 (223), 2013 (205), 2014 (203) and 2015 (183). The rated capacity of the facility is **255**, with an operational capacity of **204**. The ADP demographics of inmates by ethnicity are as follows:
 - 39.79% Black Male
 - 27.93% White Male
 - 9.8% Hispanic Male
 - 0.27% Oriental
 - 0.04% Other Male

- 8.98% Black Female
- 11.79% White Female
- 1.27% Hispanic Female
- 0.11% Oriental Female
- 0.02% Other Female

Inmates are held in custody for the following reasons:

- 82.27% Pretrial
- 13.86% Sentenced
- 3.87% Other

3. **Average Length of Stay (ALOS) Table 3:** This is an important factor to consider. The longer inmates stay in the facility, the higher the average daily population. The reason the average length of stay increases can be an accumulation of State Law changes, different Judges have different philosophies on sentencing, and types of crimes being committed can cause higher bonds to be set or no bond to be set. Since 1992 the facility's ALOS has climbed from 5.1 days to 14.25 days in 2015. This is an increase of 9.15 days for the average inmate.
4. **Releases: Demographics page 2** shows 5,227 total releases of inmates for 2015. The demographics for releases are as follows:
 - 2,078 Posted Bond
 - 1,779 Own recognizance
 - 651 Served sentence
 - 30 Charges dismissed
 - 10 Nolle Prossed
 - 27 Bench Warrant rescinded
 - 1 Bond Revoke Denied
 - 0 sentence suspended
 - 136 transferred to Prison
 - 0 transferred to DJJ
 - 95 transferred to other agencies
 - 96 transferred to another county
 - 3 released to hospital
 - 54 released per Clerk of Court
 - 139 released per Family Court
 - 5 released per Multi-Jurisdictional Court
 - 43 Placed on Probation
 - 12 Transcor
 - 24 Other
 - 44 released to ICE
5. **Percentage of capacity (POC) by pre-trial and sentenced inmates (Table 4-8):** Starting in July 2009, we began tracking the percentage of pretrial inmates and sentenced inmates.

1st quarter 2015: Pretrial 155.622, Sentenced 26.4222, Total 182.044.

This is 36.7% of our Emergency Capacity of 496 and 71.39% of our Rated Capacity of 255.

2nd quarter 2015: Pretrial 170.571, Sentenced 33.0552, Total 203.627.

This is 41.05% of our Emergency Capacity of 496 and 79.85% of our Rated Capacity of 255.

3rd quarter 2015: Pretrial 185.077, Sentenced 32.3187. Total 217.396.

This is 43.83% of our Emergency Capacity of 496 and 85.25% of our Rated Capacity of 255.

4th quarter 2015: Pretrial 183.067, Sentenced 32.9328, Total 216.

This is 43.55% of our Emergency Capacity of 496 and 84.71% of our Rated Capacity of 255.

2015: Pretrial 173.582, Sentenced 31.1857, Total 204.767.

This is 41.28% of our Emergency Capacity of 496 and 80.3% of our Rated Capacity of 255.

- B. **Policy and Procedures:** All policies and procedures were reviewed in 2015.
- C. **Accreditation:** The Medical Department received their reaccreditation in 2013 with the National Commission on Correctional Health Care (NCCHC).
- D. **Building Maintenance/Furniture/Furnishings and Equipment:** A building such as the Detention Center ages in two ways; (1) chronologically and (2) operationally. This March, the Detention Center will have been in operation for twenty-four full years. A facility “ages” three and one-half years operationally for every chronological year. The facility never closes, never shuts down, and equipment continually operates 24 hours a day. Using this formula, 3 ½ years times every year open, the facility will be eighty four (84) years old in March 2016.

In order to keep the facility in operational order, preventive maintenance is the key:

- The staff completes inspections of all areas of the facility to identify potential maintenance problems.
- The facility Maintenance Officer, along with Inmate Workers, completes first echelon maintenance.
- Building Maintenance personnel handle all major maintenance problems. The facility uses contractors to service kitchen equipment. With inmates being very destructive, maintenance

issues are magnified and Building Maintenance is having a hard time keeping up with all the problems we are experiencing.

E. **Inspections and Audits:** We have external agencies inspect our facility in part or in whole.

- We are inspected by South Carolina Department of Corrections; they however, have not provided us with an official report in over ten years.
- The State Fire Marshal’s report showed no violations.
- DHEC inspects the kitchen and we have maintained an “A” rating.

F. **Complaints/Requests/Grievances:** Complaints and requests are handled at all levels by staff. The Grievance Chairman (the Deputy Director), handles grievances. The following is a breakdown of both categories:

| Inmate complaints/requests: | 2014 | 2015 |
|--|-------------|-------------|
| • Complaints against officers/staff/policies | 6 | 28 |
| • Complaints/Requests medical/dental | 15 | 27 |
| • Complaints/Requests food service | 14 | 34 |
| • Request on internal matters | 66 | 151 |
| • Requests/Complaints mail | 6 | 9 |
| • Disciplinary appeals | 14 | 54 |
| • Request to be Inmate Worker | 0 | 7 |
| • Request for reclassification | 12 | 111 |
| • Thank you | 1 | 9 |
| • Maintenance concerns | 3 | 10 |
| • Request on external matters | 7 | 22 |
| • Request to speak to staff | 11 | 30 |
| • Property concerns | 3 | 17 |
| • Miscellaneous requests/complaints | 50 | 88 |
| • Total answered | 208 | 597 |
| Inmate Grievances: | | |
| • Grievances against officers | 2 | 2 |
| • Grievances against medical | 1 | 1 |
| • Grievances against food service | 0 | 1 |
| • Other | 6 | 0 |
| • Grievances not classified as grievances | 113 | 78 |
| • Found in favor of inmate | 2 | 1 |
| • Unfounded | 6 | 3 |
| • Inmate released prior to answer | 0 | 0 |
| • Grievance returned to inmate | 1 | 0 |
| • Total grievances answered/returned | 122 | 82 |

G. **Public Relations:** We provide tours for the Solicitor’s office program and Juvenile PTI. We also provide support to the Sheriff’s Office SMART (Success Motivation and Responsibility Training) Program. One Saturday every other month we provide a short tour and orientation about the

detention center's role in the Criminal Justice System for fifteen to twenty juveniles ages 12-15.

II. Operations:

A. Security:

- No deaths in 2015.
- Seventy six (76) attempted suicides, with none requiring serious medical attention.
- No escapes or attempted escapes
- We had no incidents of riot/disturbance
- There were fourteen (14) assaults on staff, all inmates were charged criminally.
- Twenty-seven (27) inmates were injured as a result of fights/assaults that required medical attention.
- We conducted five thousand six hundred and nine (5,609) shakedowns of the facility with no serious contraband found. In 2008, we asked the Sheriff's Office to support our shakedowns with K-9 drug dogs on a regular basis. We will continue this practice to ensure no illegal drugs are in the facility. All staff areas such as administration and locker rooms are searched also.
- We had eighteen (18) reported Inmate vs. Inmate confrontations and one hundred thirty-two (132) Inmate vs. Officer confrontations. This is an increase in Inmate vs. Inmate of fifteen (15) and an increase in Inmate vs. Officer of one hundred twenty (120) from 2014.
- The staff responded to sixty-five (65) Code Reds, which is the most serious code requiring all available staff to respond. This is an increase of four (4) from 2014.
- **There was one (1) Internal Affairs investigation for 2015 - Misconduct by a Detention Center officer. The officer was terminated for not cooperating with the IA investigation.**
- The Deputy Director conducted four hundred seventy-nine (479) formal disciplinary hearings on inmates.
- Our Intelligence section monitored four hundred and nine (409) inmate telephone calls, answered twenty-two (22) subpoenas, and recorded and burned eight thousand two hundred and twenty-two (8,222) telephone recordings.

B. **Classification:** The Classification Section is manned by one (1) supervisor and two (2) officers who handle the initial classification of inmates; which involves reviewing suicide ideation, homosexuality, serious medical problems, escape risk factors, mental health illness, violent tendencies, and requests for Protective Custody. They also re-classify and investigate disciplinary reports. Below are the following demographics for this three officer section:

- | | |
|--------------------------|-------------|
| • Initial classification | 2,659 |
| • Re-classified | 462 inmates |
| • DR's investigated | 565 inmates |

- C. **Medical:** Our medical provider is Southern Health Partners. The on-site Health Service Administrator is Barbara Zeoli; Dr. Charles Bush is the physician, and Dr. Wolf Bueschgen is our dentist. They provide initial health screening for all inmates booked in the facility, review medications brought in the facility by inmates and family, pass out medications to all inmates, and provide sick call. The medical section answered 9,229 inmate sick call requests, up from 5,868 in 2014. They provide a medical physical to inmates that stay past fourteen days. We had 60 Emergency Room visits, up four from 56 in 2014, with 8 requiring EMS to transport. We had a decrease in our off-site specialist visits for the year with 46, down from 84 in 2014

The dentist provided services to 216 inmates, which is an increase from 188 in 2014. The services are limited to the following: x-rays, extractions, and temporary fillings.

Coastal Empire Mental Health Center still provides our mental health services. Their contract was renewed in 2010 to provide twenty (20) hours of on-site consultation for inmates.

For this fiscal year (FY16), our medical/dental budget is projected to be approximately \$600,000.00

- D. **Food Service:** We served 286,414 meals to inmates and staff. Our cost per meal is based on the ADP, but average meal cost per inmate is \$1.05 for regular meals, and Inmate Worker meals are \$1.13.
- E. **Inmate Programs:** We have a full time Director of Inmate Programs and Services and a part time Inmate Programs and Services Coordinator that handle scheduling all programs, training volunteers, and escorting/security for all volunteers. We had over seventy-four (74) people listed as volunteers from the community providing some type of counseling or programs for inmates. Below is a listing of programs provided to inmates and the number of inmates that attended:

| | |
|--------------------------------|-------------------|
| • Bible study | 1,915 |
| • Pre-parenting skills | 110 |
| • AA | 439 |
| • Alcohol & Drug Group Therapy | 276 |
| • Self-esteem | 730 |
| • Anger Management | 429 |
| • Catholic BS | 668 |
| • HIV/AIDS lecture | 75 |
| • Jehovah Witness B.S. | 390 |
| • Write 4 Life | 35 |
| • Girls Circle | 298 |
| • Sunday church | 348 |
| • Library | mobile bookmobile |

We have on staff a part time Chaplain, Randy Roberts, who walks the facility and answers the inmates' requests for religious counseling and materials. He also assists in crisis intervention for inmates and their families, counseling for deaths in the families of inmates and staff, and works with all denominations that are needed by inmates. He validates all outside clergy visits to ensure authenticity of the visit. Below are the demographics for the Chaplain:

- Inmates counseled 41
- Staff counseled 11
- Special visits for inmates 17
- Materials issued to inmates 2,304
- Materials issued to staff 20
- Outside clergy visits 7
- Inmate requests answered 73

There is a part time education coordinator on staff from Adult Ed. He handles helping inmates with adult education. In March 2008, we started testing for GED for the first time. Public Safety Director Foot, with cooperation from the State Board of Education, received certification in order to make BCDC an official testing site for GED.

Below are numbers of inmates attending programs:

- English as 2nd language 0
- GED prep 270
- GED – taking test 0
- GED passed 0

We had no GED tests this year, as the state is changing over to computerized GED testing and we are in the midst of preparations to meet the standards required to be a testing site under the new system.

State law requires youthful offenders arrested who are still enrolled in school at the time of arrest to complete and stay current with school work. The educator helps coordinate this effort with the local school board home bound program.

Visitation plays an important role in allowing the inmate to maintain contact with family and friends. This year we handled:

- Juvenile visits 59
- Clergy visits 9
- Attorney visits 925
- Special visits 22
- Regular visitation 13,812

We continue to provide Inmate labor for services both within the facility, and to outside government agencies, all year, every day:

| <u>Outside agencies</u> | <u># Inmates</u> |
|-----------------------------------|------------------|
| • Mosquito Control | 0 |
| • Animal Control | 3 |
| • Building and Grounds | 0 |
| • SC Department of Transportation | 0 |
| • EMS | 0 |

Internal

| | |
|-------------------------|----|
| • Kitchen | 10 |
| • Maintenance | 0 |
| • Inmate Property | 1 |
| • Janitorial Services | 7 |
| • Inmate Main Laundry | 2 |
| • Medical Unit Clean-up | 1 |
| • Mail Delivery | 1 |

During the year we saved Beaufort County over **\$452,600.10*** in inmate labor in lieu of paid employees or contractors. ***Positions based on minimum wage (\$7.25) plus 20% fringe.**

In May 2011, we began a Day watch Program (weekend trash pickup) for inmates assigned to weekend time by Family Court, other judges, and Probation/Parole. There were a total of **42** inmates participating. They picked up **2,659** bags of trash and various other items (mattresses, tires, TVs, etc), and traveled a total of **5,544** miles. Each participant is required to pay an administrative fee and a daily fee for this program; in 2015 **\$1,710.00** was collected.

- F. **Transportation/Court Section:** Corporal Siplin is the supervisor for this section. The section has five (5) officers assigned for transportation of adult and juvenile inmates to and from: state prison, hospitals both medical and mental, medical appointments in/out of county, escorting inmates to first appearance bond hearings, General Sessions Court, and Family Court. This section has logged over **31,211** miles during this year, with a total of 410 inmates transported safely.

The court section handled **3,602** inmates for first appearance bond court. They escorted **648** inmates to General Sessions Court and **279** inmates to Family Court.

III. **Fiscal:**

- A. **FY15:** Last year's budget was \$5,342,018.00. Causes for decrease from the previous year's budget (FY14) are as follows:
- \$133,000 decrease in personnel costs
 - \$40,000 decrease in water costs
 - \$8,000 decrease in supplies – office and cleaning
 - \$4,000 decrease in garage costs

B. **FY16:** This year's budget is \$5,444,018.00. Causes for increase from last year's budget (FY15) are as follows:

- \$102,000 Specialized Capital Equipment

C. **Revenues generated:** We generated more than \$106,056.99 from profits for inmate commissary and telephone contracts. These monies have been used to provide items and services that are not readily available through the General Fund. For FY2015 we spent \$83,099.03. Among the items/services obtained through the Inmate Welfare Fund were:

- Chaplain stipend \$12,000
- Cleaning incentive program \$10,145
- TV basic cable per year \$1,540
- Inmate legal research \$3,584
- Bilingual telephone service \$1,373
- Admission kits \$2,893
- Replacement Inmate Handbooks \$847
- Hair clippers \$707
- Microwaves for housing units \$957
- Group therapy \$29,250

D. **Overtime usage:** In 2015, we used 14,046.86 hours of overtime, averaging 1,170.57 hours per month. We had an increase of 5,821.36 hours of overtime used for the year. The breakdown is as follows:

- 68.79% 9,663.11 hours Personnel replacement
- 2.14% 300.25 hours Hospital duty
- 0.00% 0 hours Classification section
- 0.02% 2.5 hours I/M Programs/Services
- 0.22% 31 hours Property/Maint Officer (Hilton Head Facility)
- 2.25% 316.5 hours Court Officers
- 4.40% 618.5 hours Transportation Officers
- 1.70% 238.75 hours Shift muster
- 18.53% 2,602.25 hours Complete assignments
- 0.49% 68.75 hours Training/meeting/other
- 1.46% 205.25 hours

Personnel replacement cost has a significant impact on overtime. CY2015 we had twenty-one (21) staff leave employment. All were correctional officers. It takes an average of 67 days from the time we know an officer is leaving until we can advertise, interview, select, process, and train a replacement. 51 days (67-16 regular days off) x 21 positions x 8 hours = 8,568.00 hours needing to be covered by duty personnel. Breakdown of overtime for personnel replacement is as follows:

- 14.48 1,399 hours Sick/Med leave
- 1.73% 167.03 hours Workmans' comp
- 9.59% 927.08 hours Supervisor/Specialist PLD

- 1.08% 104.75 hours Officers at academy
- 0.16% 15.75 hours Military leave
- 64.72% 6,254.25 hours Resignations/Terminations
- 0.97% 93.75 hours Administrative suspensions
- 1.10% 106.25 hours Emergency leave
- 6.16% 595.25 hours Instructor training/other

IV. Personnel and Training:

A. **Staffing:** We have a **Table of Organization (Table 9)** that shows 90 positions. As of December 31, 2015, we were short 13 positions. The demographics of our staff as of that date are as follows:

Sex/Race: 27 Black males
 14 White males
 2 Hispanic male
 25 Black females
 7 White females
 2 Hispanic female

Education: 3 GED
 49 HS Grad
 7 AA/AS
 17 Bachelor
 1 Master

Length of Service: 14 Staff less than 1 year of service
 24 Staff 1 to 5 years of service
23 Staff 5 to 10 years service
13 Staff over 10 years of service

***49.3% of the staff has less than five (5) years of service.**

In addition to Beaufort County employees, we have eleven (11) Food Service and Medical contract staff. We have three part-time staff, not Beaufort County employees: the Chaplain, Educator, and Mental Health Counselor.

B. **Turnover:** During CY2015, we had twenty-one (21) staff leave employment. This is a decrease of five (5) from last year. The reasons for the staff leaving employment are as follows:

- Resigned: 15 (four accepted other employment, two for family/personal reasons, four moved, and five other)
- Three (3) employees were terminated
- Three (3) employees retired

Fourteen (14) of the staff gave a two-week notice four (4) gave less than two weeks, and three (3) were terminated.

- C. **Morale:** Morale is good with staff.
- D. **Communication:** We continue to encourage communication in the facility. There are a number of meetings to ensure effective dialogue, and they are as follows:

- Monthly employee council meetings
- Weekly command staff meetings
- Bi-Monthly shift commanders' meetings
- Bi-Monthly intake supervisors' meetings
- Quarterly medical meetings
- Quarterly inmate council meetings
- Weekly reclassification meetings

- E. **Staff Training:** We provide in-house training for most of our requirements for basic certification of all correctional staff. For CY2015 the following training was provided in-house or received by outside agencies:

- Pre-service training for new officers (40 hours) – 21 officers completed the full training block
- OJT training (80 hours) – 21 officers completed
- South Carolina Criminal Justice Academy (Basic Jail) (120 hours), 7 officers attended and 7 officers certified
- Cap-stun recertification – 65 officers
- Quarterly Air pack training – 63 officers
- Pre-service training for contract personnel (40 hours) – 5 contract employees completed
- Annual training for volunteers (1.5 hours) – 74 volunteers attended
- Outside agency training - 219 officers attended multiple training sessions:

- 6 attended NCIC training
- 69 attended Mental Health Awareness
- 7 attended Defensive Driving training provided by the County
- 57 attended Fire Safety training
- 58 attended Spillman training
- 1 attended Spillman conference
- 12 attended Statewide Automated Victim Information Training
- 4 attended Jail Management
- 5 attended Gang Training

- ACA Correspondence courses – 14 (185 hours)
- Firearms training - 24 officers qualified (72 hours)
- Shotgun familiarity – 24 officers (24 hours)
- First Aid -63 staff certified, CPR- 63 staff certified

In addition we have the following certified instructors:

- Two Basic Criminal Justice Instructors
- One Firearms Instructors
- One O.C. Spray Instructor
- No CPR Instructor
- No First Aid Instructor
- No Defensive Tactics Instructor

F. **Promotions/Awards/Reassignments/Retirements:** We had many promotions, employee awards, reassignments and retirements take place this year:

- **Promoted to Private First Class:** K. Facey, S. Fuller, J. Lail, A. Lail, R. Valdes, C. McKinney, and J. Hunter.
- **Promoted to Lance Corporal:** J. Maxwell, F. Parker-Cohen, L. Washington, and B. Young.
- **Promoted to Corporal:** A. Black (June), K. Mason (June), N. McCown (November), T. White-Watson (November), and J. White (June).
- **Promoted to Sergeant:** E. Aiken (February)
- **Promoted to Security Lieutenant:** C. Aiken (January)
- **Promoted to Office of Professional Standards Lieutenant:** L. Robinson (March)
- **Employee of the Quarter:** L/Cpl. V. Pryor January – March; L/Cpl. R. Watson April – June; PFC S. Fuller July – September; Transportation Team October - December 2015.
- **Employee of the Year:** PFC White-Watson (April 2014 – March 2015).
- **Supervisor of the Quarter:** None for 1st quarter; Lt. L. Robinson April – June; None for 3rd quarter; Lt. C. Aiken October – December.
- **Job Reassignments:** L/Cpl. Rogers to Classification (August 2015).
- **Retired:** Mr. Barnes (January 2015), Lt. J. Vortisch (February 2015) and Cpl. L. Grayson (September 2015).

V. **CY2016 Forecast:**

- A. **Administration:** It is hard to forecast the amount of inmates we will process in a year due to changes in law and the court system. I will forecast this year for us to book five thousand two hundred (5,200) inmates, our Average Daily Population (ADP) to be 205 inmates, and the Average Length of Stay (ALOS) to remain around 15 days. We ended CY2015 with booking five thousand two hundred and sixty-six (5,266) inmates, with an ADP of 183 inmates and an ALOS of 14.25 days. Our book-ins increased by 200 inmates from the previous year, and our ADP decreased from 203.
- B. **Operations:** The inmate population has remained the same as last year. Pre-trial inmates are waiting for their cases to be processed by the courts. As of December 31, 2015, we had one hundred and sixty-four (164) inmates in pre-trial status, thirty-two (32) more than last year. The largest percentage of inmates in this category is waiting on General Sessions

Court. The reason they are not being bonded out is due to high bond amounts and also being denied bond due to the nature of the charge(s). Bonds for General Session Court charges range from \$5,000 to \$500,000 cash or surety. There are a number of inmates that have no bond due to their charge, i.e., Murder, Burglary 1st, and General Sessions Bench Warrants.

For CY2016 I do not foresee the population of inmates dramatically increasing but staying at the same level. With Congress adopting the Prison Rape Elimination Act (PREA), with the first facility audits starting August 2014, the facility changed the Classification Program to accommodate this change. Also, the facility has reassigned housing units to accommodate the housing of seventeen year olds charged with crimes, even though South Carolina State Law defines a juvenile as sixteen years old and below. Federal Law defines a juvenile as seventeen years old and below, which is in direct conflict with South Carolina law. Three states in the Union, South Carolina, Georgia, and Texas, define an adult by law as seventeen and older. This will mean having three separate management categories of ages: eighteen and older, seventeen, and sixteen charged as an adult housed separately.

- C. **Fiscal:** The management team will continue to run the facility as efficiently as possible, while being sensitive to taxpayer monies without jeopardizing security. The team will continue to seek grants and funds from outside sources to augment the facility's budget. In CY2015 the facility was awarded \$37,276.00.00 in reimbursement from the Department of Justice for housing suspected illegal aliens.

- D. **Personnel and Training:** The management team will strive to hire good candidates for open Correctional Officer positions and conduct extensive background checks on all applicants. The entire process to hire one new correctional officer takes about sixty-seven (67) days. Even during these bad economic times we lost twenty-one (21) employees during CY2015, which is a decrease of five (5) employees from last year. As the Director I am also concerned with the amount of inexperienced officers we have. Forty-nine (49%) percent of the staff has less than five (5) years of service. This is a major concern when dealing with career criminals that have many more years of experience with the criminal justice system. With the assistance of Mr. Gary Kubic and Mr. Phil Foot, we were able to increase the pay rates of our Correctional Officers to include incentive for those employees with a college degree related to the Corrections field. Hopefully, this will help us to attract qualified candidates and retain the employees we have on board. Training, Training, Training is the key to helping the officers cope with these career criminals and their personalities.

Signature

Date

Beaufort County Detention Center
Highlights of Year-end Report for CY2015

1. Built in 1992, original rated capacity 192 – changed in 2000 to 239 by adding double bunks. Changed in 2003 to **255** when Pre-Classification unit opened.
2. Operational capacity is **204**, which is 80% rated capacity.
3. Inmate management style is Direct Supervision of inmates in housing units.
4. Admissions: **Total inmates booked for 2015 - 5,266**
5. Average Daily Population: **183 for 2015. High month was October at 225; low month was January with 167.**
6. Average Length of Stay, ALOS: 14.25.
7. Releases: **Total inmates released for 2015 - 5,227**
8. Inspections: The facility is inspected by South Carolina Department of Corrections annually, State Fire Marshal annually, and Department of Health and Environmental Control (DHEC) semi-annually for the kitchen
9. 76 attempted suicides, 14 incidents of inmates assaulting Correctional Staff, 18 Inmate vs. Inmate confrontations, 140 reported Uses of Force, 65 Code Reds (most serious code) and 479 Disciplinary Hearings held on inmates
10. Medical provider is Southern Health Partners
11. Food Service provider is ABL, Inc.: **286,414** meals served
12. The facility provides the following inmate programs: Bible Study, Pre-Parenting Skills, AA, Alcohol & Drug group therapy, Self-Esteem, HIV/AIDS lecture, Catholic BS, Jehovah Witness Bible study, library cart, English as 2nd language, Basic reading/writing, GED prep.
13. The facility handled **14,827** visitors for inmates
14. Transportation section transported 410 inmates to State Prison or medical appointments, handled 3,602 inmates for first appearance bond hearings, 648 inmates to General Sessions Court, and 279 inmates to Family Court
15. The facility budget for FY15/16 is \$5,444,018.00.
16. **Starting salary for Correctional Officer is \$34,070.**
17. Staffing: 90 positions including 4 non-sworn
18. Length of service: **14 staff less than one year, 24 staff one to five years' service, 26 staff five to ten years' service, and 13 staff over ten years' service**
19. Training: 40 hours pre-service training, 40 hours OJT with FTO on 2nd Shift, 40 hours OJT with FTO on assigned shift, 40 hours in-service training, and 120 hours at SCCJA Basic Correctional Officer
20. Cost per inmate calculated by total facility annual budget divided by annual average daily population divided by 365 days: **\$81.50 per day**

**BEAUFORT COUNTY DETENTION CENTER
MONTHLY BOOK-INS**

| Year | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---------|-------|-------|------|--------|-------|------|-------|-------|-------|-------|
| Month | | | | | | | | | | |
| Jan. | 540 | 597 | 554 | 586 | 547 | 466 | 434 | 426 | 429 | 440 |
| Feb. | 475 | 570 | 600 | 577 | 515 | 462 | 422 | 409 | 364 | 404 |
| Mar. | 582 | 636 | 577 | 639 | 532 | 446 | 472 | 469 | 460 | 483 |
| Apr. | 549 | 537 | 651 | 619 | 494 | 427 | 438 | 428 | 409 | 470 |
| May | 579 | 561 | 652 | 637 | 458 | 487 | 465 | 434 | 473 | 455 |
| June | 590 | 575 | 625 | 636 | 404 | 454 | 466 | 425 | 428 | 417 |
| July | 591 | 693 | 668 | 690 | 476 | 499 | 507 | 413 | 479 | 438 |
| Aug. | 609 | 693 | 753 | 596 | 455 | 462 | 466 | 435 | 487 | 448 |
| Sept. | 579 | 640 | 608 | 658 | 429 | 406 | 434 | 442 | 358 | 427 |
| Oct. | 579 | 571 | 660 | 612 | 466 | 486 | 440 | 434 | 433 | 481 |
| Nov. | 535 | 523 | 620 | 501 | 402 | 434 | 405 | 397 | 346 | 402 |
| Dec. | 546 | 570 | 568 | 566 | 412 | 395 | 402 | 414 | 393 | 401 |
| Avg. | 562.8 | 597.2 | 628 | 609.75 | 465.8 | 452 | 445.9 | 427.2 | 421.6 | 438.8 |
| Mo High | 609 | 693 | 753 | 690 | 547 | 499 | 507 | 469 | 487 | 483 |
| Mo Low | 475 | 523 | 554 | 501 | 402 | 395 | 402 | 397 | 346 | 401 |
| Totals | 6754 | 7166 | 7536 | 7317 | 5590 | 5424 | 5351 | 5126 | 5059 | 5266 |

TABLE 1

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE MONTHLY POPULATION**

| MONTH | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|-------|------|------|------|------|------|------|------|------|------|------|
| Jan. | 250 | 304 | 353 | 310 | 238 | 214 | 217 | 232 | 218 | 167 |
| Feb. | 250 | 294 | 371 | 317 | 234 | 219 | 203 | 218 | 218 | 169 |
| Mar | 286 | 288 | 353 | 300 | 207 | 207 | 196 | 199 | 216 | 188 |
| Apr. | 287 | 279 | 371 | 287 | 207 | 196 | 224 | 186 | 209 | 194 |
| May | 279 | 293 | 356 | 285 | 221 | 205 | 225 | 191 | 204 | 198 |
| June | 290 | 276 | 357 | 291 | 215 | 215 | 216 | 199 | 208 | 198 |
| July | 293 | 288 | 397 | 263 | 210 | 236 | 232 | 205 | 207 | 209 |
| Aug. | 295 | 309 | 388 | 247 | 214 | 241 | 226 | 215 | 215 | 197 |
| Sept | 317 | 317 | 405 | 271 | 207 | 239 | 215 | 203 | 199 | 217 |
| Oct. | 316 | 314 | 379 | 282 | 214 | 227 | 230 | 210 | 194 | 225 |
| Nov. | 304 | 309 | 346 | 279 | 210 | 248 | 241 | 209 | 192 | 204 |
| Dec. | 292 | 334 | 318 | 240 | 200 | 227 | 245 | 190 | 157 | 194 |
| Avg. | 288 | 300 | 366 | 281 | 215 | 223 | 223 | 205 | 203 | 183 |

TABLE 2

**BEAUFORT COUNTY DETENTION CENTER
AVERAGE LENGTH OF STAY**

| YEAR | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|-------|-------|-------|-------|------|------|------|-------|------|-------|-------|
| MONTH | | | | | | | | | | |
| Jan. | 14.3 | 15.8 | 19.7 | 16 | 13 | 14 | 16 | 17 | 16 | 13 |
| Feb. | 14.7 | 14.4 | 18 | 15 | 13 | 13 | 14 | 15 | 17 | 15 |
| Mar. | 15.2 | 14 | 18.9 | 14 | 12 | 14 | 13 | 13 | 15 | 14 |
| Apr. | 15.7 | 15.6 | 17 | 14 | 13 | 14 | 15 | 13 | 15 | 16 |
| May | 14.8 | 16.2 | 17 | 14 | 15 | 13 | 15 | 14 | 13 | 14 |
| June | 14.7 | 14.4 | 17 | 14 | 16 | 14 | 14 | 14 | 15 | 13 |
| July | 15.3 | 12.9 | 19 | 12 | 17 | 15 | 14 | 15 | 13 | 15 |
| Aug. | 15 | 13.8 | 16 | 13 | 15 | 16 | 15 | 15 | 14 | 14 |
| Sept. | 16.4 | 14.9 | 20 | 12 | 15 | 18 | 15 | 14 | 17 | 14 |
| Oct. | 16.9 | 17 | 17.8 | 14 | 14 | 14 | 16 | 15 | 14 | 15 |
| Nov. | 17 | 17.7 | 16.7 | 17 | 16 | 17 | 18 | 15 | 17 | 15 |
| Dec. | 16.6 | 18 | 17.5 | 13 | 15 | 18 | 19 | 14 | 12 | 13 |
| Avg. | 15.55 | 15.39 | 17.88 | 14 | 14.5 | 15 | 15.33 | 14.5 | 14.83 | 14.25 |

TABLE 3

BCDC Classification Report

DAILY AVERAGES - 1ST QUARTER 2015

| | |
|------------------|----------------|
| Total Pre-trial: | 155.622 |
| Total Sentenced: | 26.4222 |
| Total: | 182.044 |

| Percentage of Capacity | | | | | |
|----------------------------|----|-----|----------------|----|-----|
| Current Emergency Capacity | | | Rated Capacity | | |
| 36.70% | of | 496 | 71.39% | of | 255 |

| PRE-TRIAL | | | | | | | SENTENCED | | | | | | |
|----------------|------------|-----------|-----------|--------|----------|------------|----------------|----------|----------|----------|----------|----------|-----------|
| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL | | GS | CM | CR | F/CRT | HFOA | TOTAL |
| A1 | 50 | 0 | | | 1 | 51 | A1 | 1 | | | | | 1 |
| A2 | 19 | 9 | 9 | | 0 | 37 | A2 | 1 | | | | | 1 |
| B1 | 11 | 2 | 4 | | 0 | 17 | B1 | 1 | 1 | 3 | 1 | 1 | 7 |
| B2 | 3 | 0 | 0 | | 1 | 4 | B2 | | | | | 0 | 0 |
| B3 | 13 | 2 | 1 | | 0 | 17 | B3 | 0 | | 0 | | | 0 |
| B4 | 3 | | | | | 3 | B4 | | | | 0 | | 0 |
| B5 | | 1 | 2 | | | 3 | B5 | 1 | 3 | 4 | 6 | 1 | 16 |
| IH | 1 | 1 | 1 | | 0 | 3 | IH | 0 | | | 0 | | 0 |
| Multi-Pur | | | | | | | Multi-Pur | | | | | | |
| SH-YO | 1 | 0 | 0 | | | 1 | SH-YO | 0 | | | | | 0 |
| Pre-Class | 3 | 3 | 4 | | 0 | 10 | Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| SH-Pre-Class | 3 | 0 | 1 | | | 4 | SH-Pre-Class | | | | | | |
| MED | 1 | 0 | 0 | | 0 | 1 | MED | 0 | 0 | 0 | | | 0 |
| TUNNEL | | | | | | | TUNNEL | | | | | | |
| O/C | 4 | 0 | 0 | | 0 | 4 | O/C | | | | | | |
| Totals: | 112 | 19 | 22 | | 3 | 156 | Totals: | 5 | 4 | 7 | 7 | 3 | 26 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 4

BCDC Classification Report

DAILY AVERAGES - 2ND QUARTER 2015

| | |
|-------------------------------|----------------|
| Total Pre-trial: | 170.571 |
| Total | |
| Sentenced: | 33.0552 |
| Total: | 203.627 |
| Percentage of Capacity | |
| Current Emergency Capacity | Rated Capacity |
| 41.05% of 496 | 79.85% of 255 |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
| A1 | 53 | 0 | | | 1 | 54 |
| A2 | 30 | 10 | 7 | | 0 | 48 |
| B1 | 10 | 2 | 4 | | 0 | 15 |
| B2 | 5 | 0 | 0 | | 0 | 6 |
| B3 | 14 | 1 | 1 | | 0 | 16 |
| B4 | 4 | | 0 | | | 4 |
| B5 | | 1 | 1 | | | 2 |
| IH | 1 | 1 | 1 | | 0 | 3 |
| Multi-Pur | | | | | | |
| SH-YO | 2 | 0 | 1 | | | 3 |
| Pre-Class | 3 | 3 | 4 | 0 | 0 | 10 |
| SH-Pre-Class | 3 | 0 | 1 | | 0 | 4 |
| MED | 1 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 4 | 0 | | | 0 | 4 |
| Totals: | 130 | 17 | 20 | 0 | 3 | 171 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | TOTAL |
| A1 | 2 | | | | | 2 |
| A2 | 1 | | 0 | 0 | | 1 |
| B1 | 1 | 0 | 3 | 1 | 1 | 6 |
| B2 | 0 | | | | 0 | 1 |
| B3 | 0 | | 1 | 0 | 0 | 1 |
| B4 | 0 | | | | | 0 |
| B5 | 2 | 3 | 5 | 10 | 1 | 21 |
| IH | 0 | | 0 | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | | 0 |
| SH-Pre-Class | 0 | | 0 | | | 0 |
| MED | 0 | | 0 | 0 | | 0 |
| TUNNEL | | | | | | |
| O/C | | | | 0 | | 0 |
| Totals: | 7 | 4 | 9 | 11 | 2 | 33 |

LEGEND:

| | |
|---|---|
| AGS = Awaiting General Sessions ACM = Awaiting County Magistrate ACR = Awaiting City Recorder Court AF/CRT = Awaiting Family Court | HFOA = Hold for Other Agency GS = General Sessions CM = County Magistrate F/CRT = Family Court |
|---|---|

TABLE 5

BCDC Classification Report

DAILY AVERAGES - 3RD QUARTER 2015

| | |
|-----------------------------------|-----------------------|
| Total Pre-trial: 185.077 | |
| Total | |
| Sentenced: 32.3187 | |
| Total: 217.396 | |
| Percentage of Capacity | |
| Current Emergency Capacity | Rated Capacity |
| 43.83% of 496 | 85.25% of 255 |

| | PRE-TRIAL | | | | | TOTAL |
|----------------|------------|-----------|-----------|----------|----------|------------|
| | AGS | ACM | ACR | AF/CRT | HFOA | |
| A1 | 59 | 0 | | | 1 | 60 |
| A2 | 28 | 14 | 11 | | | 53 |
| B1 | 9 | 2 | 3 | 0 | 0 | 14 |
| B2 | 6 | | 0 | | 1 | 8 |
| B3 | 10 | 2 | 3 | | | 14 |
| B4 | 4 | | | | | 4 |
| B5 | 0 | 3 | 3 | 0 | | 7 |
| IH | 1 | 1 | 1 | | | 3 |
| Multi-Pur | | | | | | |
| SH-YO | 2 | 0 | 0 | | | 2 |
| Pre-Class | 4 | 3 | 3 | 0 | 0 | 10 |
| SH-Pre-Class | 3 | 0 | 0 | | | 3 |
| MED | 1 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 5 | | 1 | | | 6 |
| Totals: | 132 | 25 | 25 | 0 | 3 | 185 |

| | SENTENCED | | | | | TOTAL |
|----------------|-----------|----------|----------|-----------|----------|-----------|
| | GS | CM | CR | F/CRT | HFOA | |
| A1 | 2 | | | | | 2 |
| A2 | 1 | | | | | 1 |
| B1 | 2 | 1 | 3 | 0 | 1 | 7 |
| B2 | 0 | | | | | 0 |
| B3 | 1 | 0 | 0 | 0 | 0 | 1 |
| B4 | | 0 | 0 | | | 0 |
| B5 | 3 | 3 | 5 | 9 | 1 | 20 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 1 |
| SH-Pre-Class | | 0 | | | | 0 |
| MED | 0 | 0 | 0 | 0 | 0 | 0 |
| TUNNEL | | | | | | |
| O/C | | | | 0 | | 0 |
| Totals: | 8 | 4 | 8 | 10 | 2 | 32 |

LEGEND:

| | |
|--|--|
| <p>AGS = Awaiting General Sessions ACM = Awaiting County Magistrate ACR = Awaiting City Recorder Court AF/CRT = Awaiting Family Court</p> | <p>HFOA = Hold for Other Agency GS = General Sessions CM = County Magistrate F/CRT = Family Court</p> |
|--|--|

TABLE 6

BCDC Classification Report

DAILY AVERAGES - 4TH QUARTER 2015

| | |
|-----------------------------------|-----------------------|
| Total Pre-trial: 183.067 | |
| Total | |
| Sentenced: 32.9328 | |
| Total: 216 | |
| Percentage of Capacity | |
| Current Emergency Capacity | Rated Capacity |
| 43.55% of 496 | 84.71% of 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|--------------|-----|-----|-----|--------|------|-------|
| A1 | 57 | | | | 0 | 57 |
| A2 | 32 | 11 | 10 | | 0 | 54 |
| B1 | 10 | 3 | 4 | 0 | 0 | 17 |
| B2 | 6 | 0 | 0 | | 1 | 8 |
| B3 | 11 | 3 | 2 | 0 | | 16 |
| B4 | 2 | 0 | 0 | | | 3 |
| B5 | 0 | 2 | 3 | 0 | | 5 |
| IH | 1 | 1 | 1 | 0 | | 3 |
| Multi-Pur | | | | | | |
| SH-YO | 2 | 0 | 0 | | | 3 |
| Pre-Class | 3 | 3 | 3 | 0 | 0 | 9 |
| SH-Pre-Class | 3 | 0 | 0 | | 0 | 3 |
| MED | 1 | 0 | 0 | | | 1 |
| TUNNEL | | | | | | |
| O/C | 5 | | | | | 5 |
| Totals: | 134 | 22 | 24 | 0 | 2 | 183 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|--------------|----|----|----|-------|------|-------|
| A1 | 0 | | | | | 0 |
| A2 | 1 | | | | | 1 |
| B1 | 1 | 1 | 2 | 1 | 1 | 6 |
| B2 | | | | | 0 | 0 |
| B3 | 0 | 0 | 0 | 0 | | 1 |
| B4 | 0 | | | 1 | | 1 |
| B5 | 0 | 5 | 8 | 9 | 1 | 23 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | | | | | | |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 0 |
| SH-Pre-Class | | 0 | 0 | | 0 | 0 |
| MED | | 0 | 0 | | | 0 |
| TUNNEL | | | | | | |
| O/C | | 0 | | | | 0 |
| Totals: | 2 | 7 | 10 | 11 | 2 | 33 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 7

BCDC Classification Report

DAILY AVERAGES - YEAR OF 2015

| | |
|-----------------------------------|-----------------------|
| Total Pre-trial: 173.582 | |
| Total | |
| Sentenced: 31.1857 | |
| Total: 204.767 | |
| Percentage of Capacity | |
| Current Emergency Capacity | Rated Capacity |
| 41.28% of 496 | 80.30% of 255 |

PRE-TRIAL

| | AGS | ACM | ACR | AF/CRT | HFOA | TOTAL |
|--------------|-----|-----|-----|--------|------|-----------|
| A1 | 55 | 0 | | | 1 | 55 |
| A2 | 27 | 11 | 9 | | 0 | 48 |
| B1 | 10 | 2 | 3 | 0 | 0 | 16 |
| B2 | 5 | 0 | 0 | | 1 | 6 |
| B3 | 12 | 2 | 2 | 0 | 0 | 16 |
| B4 | 3 | 0 | 0 | | | 3 |
| B5 | 0 | 2 | 2 | 0 | | 4 |
| IH | 1 | 1 | 1 | 0 | 0 | 3 |
| Multi-Pur | | | | | | |
| SH-YO | 2 | 0 | 0 | | | 2 |
| Pre-Class | 3 | 3 | 3 | 0 | 0 | 10 |
| SH-Pre-Class | 3 | 0 | 0 | | 0 | 4 |
| MED | 1 | 0 | 0 | | 0 | 1 |
| TUNNEL | | | | | | |
| O/C | 4 | 0 | 0 | | 0 | 5 |
| Totals: | 127 | 21 | 23 | 0 | 3 | 174 |

SENTENCED

| | GS | CM | CR | F/CRT | HFOA | TOTAL |
|--------------|----|----|----|-------|------|-----------|
| A1 | 1 | | | | | 1 |
| A2 | 1 | | 0 | 0 | | 1 |
| B1 | 1 | 1 | 3 | 1 | 1 | 6 |
| B2 | 0 | | | | 0 | 0 |
| B3 | 0 | 0 | 0 | 0 | 0 | 1 |
| B4 | 0 | 0 | 0 | 0 | | 0 |
| B5 | 2 | 4 | 5 | 9 | 1 | 20 |
| IH | 0 | 0 | 0 | 0 | | 0 |
| Multi-Pur | | | | | | |
| SH-YO | 0 | | | | | 0 |
| Pre-Class | 0 | 0 | 0 | 0 | 0 | 0 |
| SH-Pre-Class | 0 | 0 | 0 | | 0 | 0 |
| MED | 0 | 0 | 0 | 0 | 0 | 0 |
| TUNNEL | | | | | | |
| O/C | | 0 | | 0 | | 0 |
| Totals: | 6 | 5 | 9 | 10 | 2 | 31 |

LEGEND:

| | |
|------------------------------------|------------------------------|
| AGS = Awaiting General Sessions | HFOA = Hold for Other Agency |
| ACM = Awaiting County Magistrate | GS = General Sessions |
| ACR = Awaiting City Recorder Court | CM = County Magistrate |
| AF/CRT = Awaiting Family Court | F/CRT = Family Court |

TABLE 8

DIRECTOR: COLONEL QUANDARA GRANT
DEPUTY DIRECTOR: MAJOR CHARLES ALLEN

SECURITY LIEUTENANT

*LIEUTENANT C. AIKEN

OFFICE OF PROFESSIONAL STANDARDS

LIEUTENANT L. ROBINSON

ADMINISTRATION:(4)

T. WILLIAMS
 K.BROWN
 W.FRIPP
 C. OWENS

TRANSPORTATION:(5)

CPL SIPLIN
 L/CPL STERLING
 L/CPL DOMINO
 *L/CPL R. JACKSON
 *L/CPL GREEN

MAINTENANCE: (1)

L/CPL GILLINS
PROPERTY: (1)
 L/CPL YOUNG
CLASSIFICATION: (3)
 *CPL WHITE, J.
 L/CPL ROGERS
 *L/CPL MORRISON

I/M PROGRAMS/SERVICES:(2)

D. RUCKER

PT

INTELLIGENCE: (1)

L/CPL S. COLSON

RELIEF SHIFT COMMANDER(1)

SGT E. AIKEN

MENTAL HEALTH:

FIRST SHIFT (19)

SECOND SHIFT (25)

THIRD SHIFT (24)

MEDICAL:

MTA RN ZEOLI
 LPN OUZEGDOUH
 LPN OLSEN
 LPN LLOYD
 LPN FRANKLIN
 LPN OLIVER
 CLERK WREN

SGT BEARDEN
 CPL MCCOWN
 *CPL MASON
 *L/CPL S. BUSH
 *L/CPL COLSON, E
 *L/CPL GRIFFITH
 L/CPL LEAKE
 L/CPL MIDDLETON
 L/CPL VICUNA
 L/CPL WATSON, T.
 *PFC FACEY
 PFC JOHNSON
 *PFC MCQUILLEN
 PFC POWELL
 PFC RATLIFF

SGT THOMPSON
 CPL BLACK
 *CPL BUSH, B
 *L/CPL DILLARD
 L/CPL MAXWELL
 *PFC PARKS
 *L/CPL PRYOR
 L/CPL TEASDELL
 *L/CPL WASHINGTON
 L/CPL WATSON, R.
 PFC BELLINGER
 L/CPL CAVE
 PFC COLEMAN
 PFC FULLER
 PFC ISHMAIL
 *L/CPL RIVERA
 PFC VALDES
 PFC HUNTER
 PFC MCKINNEY
 C/O WILSON
 *C/O RAY

SGT BAILEY
 *CPL ROBINSON,S
 *CPL WHITE-WATSON
 L/CPL BLAKE
 L/CPL BROWN, K.
 *L/CPL FORD
 L/CPL MCKNIGHT
 *L/CPL PARKER-COHEN
 C/O SCOTT
 PFC BRUMLEY
 C/O JAMES
 PFC SHEW
 *L/CPL STONE
 C/O GUNNELL
 *C/O JACKSON, T.
 C/O KIRKMAN
 *C/O ROCHE
 C/O MORRIS
 C/O TOLBERT
 C/O PIZENO

C/O
 C/O
 C/O
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C/O
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C/O
 C/O
 C/O
 C/O

FOOD SERVICE:

MS.JENKINS
 MS. SMALLS
 MS. COMBS
 MS. BARNWELL

EDUCATOR:

CHAPLAIN:

RANDY ROBERTS

LEGEND

- 1=W/C
- 2=ILL-NON W/C
- 3=OTHER LEAVE
- 4=TRAINING
- 5=LIGHT DUTY
- 6=MILITARY

T/O STAFF
O/H STAFF

90
 77-13

REVISED: 12/31/15

TABLE 9