



Sheriff David T. Duchak
201 W. Main Street, Courthouse Plaza
Troy, Ohio 45373-3263
PH: 937-440-6085

ADDENDUM #1

10October2023

To Proposers,

We would like to thank everyone in attendance for coming to the Pre-Proposal Meeting for the Miami County Sheriff's Office Jail Needs Assessment and Master Planning and for staying to take the tour afterwards. We were glad to see so many in firms have interest in our project and look forward to seeing what everyone has to offer and to seeing how everything in the process unfolds.

As noted in the "Notice to Proposers" all written questions had to be submitted by September 25, 2023. There were approximately 26 questions submitted prior to that and those questions will be answered below along with the questions that were proposed on October 3, 2023 at the pre-proposal meeting.

Questions:

1. Q: Page 7 of the RFP references "building design and construction". Should this be removed from the proposal or was this intentional? A: Yes, this part was left in by mistake and should be omitted from the proposal. All representatives were shown the part needing omitted on page 7 at the Pre-Proposal Meeting and a clean, updated copy of the RFP will be attached to this message and re-posted on the county website.
2. Q: Is there a timeline for study completion? Are you wanting to start yet this year? A: As part of the grant submission process, we advised the state that once a proposer is selected, we anticipated the study to be completed in no more than nine (9) months.
3. Q: Are there any other requirements you need to meet the grant? A: No, all other requirements are listed in the RFP.
4. Q: Is there already land available to the county if there is a new build or is finding land part of this process? A: Miami County owns the 15.5 acres that the current Incarceration Facility and Public Transit building sit on, as well as just over 67 acres to the south of these buildings, all they way to Lytle Rd. This land is what should be considered for any additional construction needs at this time, so there is no need for companies to find land as part of this process.
5. Q: Have you seen things that are problematic that are needing to be considered, like withdrawal, etc.? A: Mental health and substance abuse and withdrawal are very common occurrences in our jails right now, with the lack of bed/cell space for these inmates. Lack of single isolation cells in general. The Incarceration Facility/site on 25A does not have a sally port for cruisers/new intakes, meaning officers, deputies and inmates are all subjected to the weather upon arrival and there is no secure space to remove inmates (combative or not) from vehicles or for taking inmates to when other agencies conduct pickups. We would like to have a drive

through sally port, potentially with double-wide spacing for cruisers to get in and out, as well as potential parking.

6. Q: In regards to operations, are you going to have to move communications, towers, vehicle maintenance facilities, etc.? A: Communications in this complex are run by County IT, not the Sheriff's Office, so there should not be a need to move anything drastic like that. All vehicle maintenance is currently contracted out, not done on site, so that also is of no concern to this project.
7. Q: Does the Needs Assessment need to be broken apart as far as the jail and the rest of operations go? A: Since the Needs Assessment is part of the state grant specifically designed for the jails, it would be best for the two to be separated.
8. Q: Are you sending out the minutes and attendance list? A: Yes, a list of all in attendance, as well as all questions asked will be sent out, and all questions will be answered.
9. Q: Are all pods open now? A: No, currently at the Incarceration Facility on 25A, we are only budgeted to have three of our four pods open, and while we were ready to hire and open the pod at the beginning of 2020, COVID happened and our current inmate population does not dictate that we need to open the fourth pod.
10. Q: How is your electric resiliency out here? A: Currently, it's fine. However, the generator is original to the facility (April, 1999) and not all parts of the facility that should be on the generator are. Moving forward with a new build, County maintenance would like to see the current generator, three boilers and eight HVAC systems all replaced in this process, if a renovation to the Incarceration facility is the direction the county decides to go.
11. Q: Are there male and female pods? A: Yes, there are currently two male pods and one female pod.
12. Q: When was the downtown jail built? A: The Safety Building downtown, housing Common Pleas Adult and Juvenile courts, Adult and Juvenile Probation, Clerk's Office, Prosecutor's Office, Victim Witness, Recorder's Office, Treasurer's Office, Payroll and Mapping Department, along with the Sheriff's Office and Jail was opened in 1972.
13. Q: Is there a committee of who all would need to be contacted? Would Tri-County Board of Mental Health have a representative? A: The current selection committee is noted on page 7 of the RFP, advising it consists of "...members of the Sheriff's Office, Facilities Management, Office of Management and Budget, and other County agencies" and will officially be appointed by October 27, 2023 to review and rate all proposals submitted. After a firm is selected, we will ensure we have contact persons available for all players and entities who would be resources for information for this process.
14. Q: Do you guys foot the bill for medical transports? A: Typically, yes. Our deputies are responsible for inmate medical transports to the hospital and doctor appointments, and subsequent medical bills are forwarded to the Sheriff's Office for payment. The only time we would not pay is if an inmate is admitted to the hospital for medical reasons and that inmate's judge issues a medical furlough, permitting us to walk away from the inmate. Those bills then become self-pay for the inmate.
15. Q: Were the HVAC units placed on the ground for security or finance purposes? A: with the building being built and opened 24 years ago, we're not exactly certain as to why those units were all placed on the ground.
16. Q: There is a schoolroom in the Incarceration Facility, is there anything corresponding at the downtown facility? A: No, there is not. The type of inmates we house at our downtown facility are typically either going to be moving on to a state facility for prison or are being housed downtown because they don't fit well or can't

behave while being housed at the Incarceration Facility. Because of that, there is not really a need for a schoolroom there. However, the schoolroom we have at the Incarceration Facility is the only one we have, and does not offer enough space for the amount of programming that we offer. An additional room or space would definitely be utilized.

17. Q: Do you have as great of a need for outdoor rec at the Incarceration Facility as downtown? A: While we don't get to offer it every day, when we're able to offer outdoor rec to inmates, it definitely enhances their mood and the overall morale of the inmates. Outdoor recreation time is not a requirement per Ohio Minimum Jail Standards, however; having a space to do so is a necessity. The space we have at the Incarceration facility is sufficient, but it is not currently secure enough for maximum security inmates, so changes would need to be made.
18. Q: What are the plans for the Miami County Public Transit building (located to the south of the Incarceration Facility)? A: Currently, there are no plans to change anything with this building. Suggestions have been made in the past to potentially relocate it in efforts to free up space for potential jail/Sheriff's Office construction, but no firm conversations or definite decisions have been made on this topic. Obviously cost effectiveness of altering or relocating these operations would come into play for that decision.
19. Q: Do you have staff in the Pods 24 hours? A: Yes. The pods at the Minimum Security Incarceration Facility are classified as "Direct Supervision" housing units, meaning there is one Corrections Officer in each pod with the inmates at all times.
20. Q: Are your holding cells at capacity at all times? A: Typically, yes. Every once and a while we have a cell or two free in each jail, but we try to leave at least one open for whatever the next emergency may be. This way we aren't scrambling or struggling to try and find space. However, many times we utilize inmate visitation areas in both jail facilities as a temporary means to lock inmates down separately from housing units when situations arise to where we need space and don't have any cells available.
21. Q: Do you need stepdown space? A: With the way current incarceration trends are going, referring to general stepdown spaces for new intakes who are having mental health crises or need to go through detox/withdrawal prior to being placed into general population, yes, we would like to have spacing designed specifically for these purposes.
22. Q: When were door and camera access controls last updated? A: We had the cameras and door access controls in both facilities, as well as intercoms in the downtown jail upgraded in a process that finished in March of 2020.
23. Q: You don't have a body scanner at the Incarceration Facility? A: No, we only have one body scanner and it is located downtown. A body scanner is typically supposed to be located outside of the secure area of the jail facility, so as to give an inmate a chance to forfeit any potential contraband items and keep from getting any further or heightened charges for bringing that contraband into the facility. A sally port or vestibule between a sally port and the jail would be a great place for a body scanner at the Incarceration Facility, but we just don't have room for one currently. All new inmates are taken to the downtown jail to be scanned and classified. They are then transported to the Incarceration Facility if the classification fits.
24. Q: Who determines which jail the inmate goes to? A: Jail staff determines each inmate's classification, based on current charges, mental/emotional state, combativeness, sobriety, and criminal history.
25. Q: Is the County interested in sustainability/interior development? A: Through the course of development of Miami County's possible new incarceration facility, we are committed to sustainability of any new facilities

built. We are interested in possibly achieving a LEED (Leadership in Energy and Environmental Design) certification to ensure that the construction and operation of the facility align with the highest standards of environmental responsibility and WELL Building Standard certification to prioritize the health and well-being of both inmates and staff, creating a facility that not only serves its primary purpose but also contributes to a more sustainable and healthier future for our community. We would rely on the expertise of the winning firm to evaluate the operations and needs of Miami County and if proceeding with these accreditations through the course of the construction are in the best interest of Miami County.

26. Q: Page 10 of the RFP, “Format for proposals”, are you looking for our proposed approach to completing items 1-8? A: It would be best to just collect Statement of Qualifications (PDF page 9) from all the perspective bidders. Once we receive these and interview the perspective firms we should have a better understanding through rating the firms interviews on which firm to go with. Format for Proposals (PDF page 10) reads more like final project deliverables from the winning firm. There is honestly no way for a firm to produce that documentation in the time allowed for this RFQ, being due October 17th. Please omit the “Format for Proposals” section on pages 9/10 of the attached PDF.

List of Attendees at the Pre-Proposal Meeting held on Tuesday, October 3, 2023 at 2:00 p.m. at the Miami County Incarceration Facility located at 2042 North County Road 25-A, Troy, Ohio 4537:

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| App Architecture | Marianne L. Weber |
| Brandsetter Carroll, Inc | Michael E. Carroll |
| CGL | Cameron S. Glass |
| DLZ | Jennifer C. Shuey & Greg Wollenhaupt |
| Heapy | Jim Krile & Don Timmer |
| HDR | Matthew J. Skarr |
| K2M | Vinay Matthews |
| Levin Porter Architects | Mark Wiseman |
| WDC Group | Chris Widener |