

**KANSAS DEPARTMENT  
OF CORRECTIONS:  
JUVENILE FACILITIES STUDY**

Scope 3: Renovation Study of  
the Existing Kansas Juvenile  
Correctional Complex for  
Enhanced Juvenile Use

JUNE 2022

CLARK & ENERSEN





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## ACKNOWLEDGMENTS

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**A**

**HISTORY**

## HISTORY

The Topeka Juvenile Correctional Facility was established in 1879 as the State Reform School and as the state's first institution for juvenile rehabilitation in the state. In 1901, the school was renamed the State Industrial School for Boys. In 1971, younger juvenile offenders who had been adjudicated delinquent or miscreant were transferred to the Atchison facility. In 1974, the name of the institution was changed to the Youth Center at Topeka. The former name, Topeka Juvenile Correctional Facility, was established during the 1997 Legislative Session. On July 1, 1997, responsibility for the juvenile correctional facilities in Kansas was transferred from the Department of Social and Rehabilitation Services to the Juvenile Justice Authority. In the spring of 2005 operations of Topeka Juvenile Correctional Facility and the new Kansas Juvenile Correctional Complex were merged under the Kansas Juvenile Correctional Complex name.

Topeka is located in Shawnee County, which is the northeast region, middle right corner of Kansas. Shawnee County is bordered by Pottawatomie, Jackson, Jefferson, Douglas, Osage, Wabaunsee counties. The county covers 556 square miles with Topeka being the county seat.

Located on approximately 60 acres in northwest Topeka, the Kansas Juvenile Correctional Complex (KJCC) is designed is a medium- and maximum-security facility for male juvenile offenders and as the only State facility currently housing all security levels and both male and female juveniles offenders.

Residents are adjudicated of offenses that would be considered a felony if committed by an adult and are traditionally the state's most violent juvenile offenders. Placement is determined by a specific matrix for adults, which was first implemented on July 1, 1999. Since 1999, they have used an equality and equity matrix that keeps the assessment the same for each person evaluated with one exception: past felonies. This eliminated bias in the court process and provided just outcomes. The matrix was designed to place serious and violent juvenile offenders in a juvenile correctional facility and nonviolent juvenile offenders in community-based programs.

KJCC also houses the reception and diagnostic unit (RDU) where all male and female offenders enter the juvenile correctional facility system. A 21-day assessment is undertaken to determine appropriate treatment classification and programming within the facility.

The KJCC facility is divided into an east campus for male residents and a west campus for female residents. The complex is composed of five areas: the diagnostic/classification area, maximum and medium-security housing for male residents, secure housing for female residents in the stand-alone Q/R/S/T building on the east campus, central programs areas and administrative/support areas. All areas are located within a secure perimeter fence, with the exception of administration and some general service areas. The facility is currently funded to operate 235 beds. The facility came to house females through a variety of changes over the years. In the 1950's juvenile females were housed at Beloit Juvenile Correctional Facility (also called Juvenile Center for Girls) for many years following. Then the Department of Corrections (DOC) began closing facilities, starting with Atchison first, followed by Beloit second. The juvenile females were moved to KJCC and housed outside the fence in the old housing units with their programs in the old school on the southwest part of the campus. Juvenile females had outdoor and indoor recreation in the old gymnasium of the old administration building. The only part of KJCC that was shared with male juveniles was the infirmary - all other areas and activities were separated by gender. Other DOC facilities closed and more youth were moved to KJCC until the population was

at its maximum. Once the overall juvenile population began and continued to drop, female juveniles were moved from outside the fence to be housed and escorted inside the main KJCC facilities and remain there today.

The KJCC provides secure housing for youth who identify as Male, Female, or Other.



# B

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## DESIGN PROCESS & EXECUTIVE SUMMARY

## DESIGN PROCESS & EXECUTIVE SUMMARY

On July 29<sup>th</sup>, 2021, the State of Kansas issued a request for architectural services for a Study of Juvenile Facility Options for the Department of Correction.

The scope of this study is threefold, however this portion of the study will focus on the Scope 3 listed below:

- ▶ To establish three or more smaller, regional juvenile facilities (Scope 1) - this portion of the study is documented separately and not included.
- ▶ To review the repurposing of the Kansas Juvenile Correctional Complex for Adults (Scope 2) - this portion of the study is documented separately and not included.
- ▶ To study the repurposing of the Kansas Juvenile Correctional Complex (Scope 3)- shown in this report

Repurposing of the Kansas Juvenile Correctional Facility was requested to *“include use by an adult population as appropriate based upon the capacity and design of current adult facilities as well as a remodel of softening for use for youth that emphasizes best practice. Regions for consideration should include south-central, northeast, and western Kansas, with a preference toward utilizing existing state and county facilities rather than new construction. The regional facilities should have a capacity of no more than 50 youths in one location and should recommend either a specialized facility design or a full-service facility like the current facility. A regional approach should outline a centralized Reception and Diagnostic Unit (RDU) and consider the need to provide full separation and full services for female youths. The study should consider the need to secured facilities versus staff secure. Designs should include ample space for on-site education with a full-time high school, vocational, programming, and recreational space.”*

The study must be complete by June 1, 2022 and will be submitted to legislators by July 1, 2022.

### EXECUTIVE SUMMARY

**Scope 3:** The primary purpose of KJCC is to continue to serve youth populations as the sole juvenile correctional facility in the state of Kansas providing custody for juvenile offenders between 10 - 22.5 years of age. The existing KJCC facility was reviewed for operational and design needs as well as a thorough review of all programs and services with the goal of enhancing the facility for improved juvenile and staff use. The 235-bed facility will remain a youth correctional facility. KJCC will continue operating daily as a range of minimum to maximum classifications within the secure campus. The existing design will be enhanced to improve staff retention and wellness, to reduce recidivism and provide a better connection to nature for the youth. Building in greater flexibility will provide robust coverage for youth needs from the general population, mental health population, incentivized (Honors) populations, and reentry. Enhanced designs create more options and better alternatives for staff to build on incentivized behavior operational procedures for the youth. Together this creates a lower stress environment for all with long-term positive outcomes. The comprehensive cost for renovations and additions to the KJCC facility being bid in 2025 is \$156.2 million, refer to the Scope 3 probable cost estimate for additional detail. The proposed scope of work is broken into manageable and fundable sections that range from immediate to less critical needs.

## OWNER AND USER REQUIREMENTS

*This section describes the overall requirements for the facility in a brief overview.*

### PRIMARY FACILITY PURPOSE, PROGRAM, AND USE

The primary purpose of this facility is to continue to serve youth populations at the existing KJCC ranging between 10 - 22.5 years of age.

### OWNER

Kansas Department of Corrections

### GENERAL SCOPE OF JUVENILE FACILITIES STUDY FOR ADULT WOMEN AT KJCC

Project Name	Kansas Juvenile Correctional Complex
Project Address	1420 NW 25 <sup>th</sup> Street, Topeka, KS 66618
Hard Cost Budget	See Probable Cost Estimates for Scope 3
Primary Space Use	Secure Youth Correctional Facility Renovation (Scope 3)
New Const. Building Useful Life	New Facilities: Long-term, 50 years Renovation of existing KJCC: 25 years

### PERTINENT PROJECT HISTORY AND REFERENCE DOCUMENTS

- Existing KJCC Campus plans
- Existing KJCC Floor plans
- Existing Men’s RDU El Dorado Floor plans
- Existing Women’s TDF Topeka Floor plans

**Juvenile Data:**

- ▶ KDOC Annual Reports
- ▶ Agency Organization Chart
- ▶ Operation Staffing Plan
- ▶ Average Daily Population
- ▶ Mental Health Classifications
- ▶ FY2023-2027 Capital Improvement Plan
- ▶ PBS Performance Profiles
- ▶ NCCHC Audits

Refer to page C.53 for Applicable Codes

## SPECIAL CONSIDERATIONS: SAFETY

Safety is paramount and should be considered in terms of building environment and varying security level perimeters within the separation of housing units, recreation yards, and the secure perimeter (i.e. building façade or fencing). It should be unseen, normative with ligature-resistant furnishings, with high visibility to reduce assault/abuse, and meet PREA (Prison Rape Elimination Act of 2003). Designing for safety should also promote required privacy of children and youth in specific areas or programs to maintain their dignity.

### Resources and Best Practices:

- ▶ [https://www.prearesourcecenter.org/sites/default/files/content/instructions\\_for\\_prea\\_audit\\_tour\\_juveniles\\_final.pdf](https://www.prearesourcecenter.org/sites/default/files/content/instructions_for_prea_audit_tour_juveniles_final.pdf)
- ▶ [https://www.prearesourcecenter.org/sites/default/files/content/juvenile\\_auditor\\_compliance\\_tool\\_fillable\\_reader\\_extended.pdf](https://www.prearesourcecenter.org/sites/default/files/content/juvenile_auditor_compliance_tool_fillable_reader_extended.pdf)
- ▶ <https://nicic.gov/prea-offender-sexual-abuse>
- ▶ Incorporate applicable ACA (American Correctional Association) and NCCHC (National Commission on Correctional Health Care) best practices.

## BROAD GOALS

*This section describes the primary purpose, overall goals, and values defining the proposed campus utilization assessment. These Broad Goals regulate the thought process and detail of all supporting narrative report sections.*

## OVERALL VALUES, GOALS, AND PROGRAMS OF THE KANSAS JUVENILE CORRECTIONAL COMPLEX

The overall values and goals of the Project are captured in the Kansas Department of Corrections "Keys to Project Success" below:

- ▶ Understand and embrace Re-Entry Vision and Mission for Kansas Corrections – Pathways for Success
- ▶ Understand composition and shortcomings of existing facilities
- ▶ Use objective process to select the best regional sites for Juvenile Facilities
- ▶ Understand and plan for implementation of best practices
- ▶ Listen to all project stakeholders
- ▶ Meet often (virtual or in-person)
- ▶ Partner for the right solution

### **In-House Services and Programs:**

#### **Lawrence Gardner High School (LGHS)**

Education services at KJCC are contracted through the Smoky Hill Education Service Center in Salina. The high school, Lawrence Gardner High School (LGHS), is a fully accredited school and consists of 22 staff, including a full-time administrator/principal, fully licensed teachers, para-educators and office assistants. The curriculum is computer-based, providing each student an opportunity at credit recovery and an individually designed, self-paced curriculum. The school day is based on a block schedule that is all-inclusive with peer tutoring and mainstreaming opportunities. The curriculum provides diversity for all learners and learning styles and encourages the challenged reader as well as honing the reading skills of the advanced. They work closely with their school psychologist to meet the needs of each student who utilizes an Individualized Educational Plan (IEP) to encourage and promote student success. Parents/caregivers are invited to participate in every IEP meeting.

Vocational services are offered through the Washburn Technology Institution in Topeka. Students are able to participate in Occupational Safety and Health Administration (OSHA) classes, electrical, plumbing and construction. They offer valuable life skills and hands-on experience in these areas to provide career opportunities for students when they leave KJCC.

Each year, they take time out to celebrate their graduates with a formal graduation ceremony. Families are invited to attend these events, as well as the annual LGHS Open House.

### **Medical and Behavioral Health Services at KJCC**

KJCC contracts medical and behavioral health services through Centurion (5-year contract).

The medical department is comprised of a health services administrator, a director of nursing, a team of 10 nursing staff, a medical doctor, a dentist and an optometrist.

The KJCC medical clinic is staffed 24-hours a day to provide necessary medical care to the youth in their custody. This medical care consists of:

- ▶ Daily open access to nursing care
- ▶ Chronic Care Clinic to address ongoing health concerns
- ▶ On-site Radiology & Blood Draw/Sample Storage
- ▶ Medication services

Their behavioral health department consists of a behavioral health coordinator, five behavioral health professionals one specifically assigned to our intake units and another assigned to female youth, three licensed addiction counselors and two sex offender treatment therapists. KJCC also has two activity therapists and a reentry coordinator. They have a psychiatrist at the facility for 16 hours each week to provide individual services and medication management. Services provided through the behavioral health team include individual therapy, group therapy, activity therapy services, substance abuse treatment, sexual offender treatment, dialectical behavioral therapy and psychological testing.

The behavioral health department at KJCC will soon have a full-time family therapist available to assist families with working through difficult issues, preparing for the transition home and repairing damaged relationships within the family system. These services will be available in the evenings and weekends for the convenience of parent and family schedules.

### **Other Specialized Programs**

Correctional counselors provide individual counseling and evidence-based programming. Juvenile Offenders participate in such programs as Thinking for a Change, Aggression Replacement Training (ART), Skill Streaming and Motivation to Change. A certified Offender Workforce Development Specialist also assists in preparing juveniles for re-entry into the community.

Through the chaplain department, female juvenile offenders also participated in the Girls Scouts and KAIROS, a prison ministry program.

The Project should be sustainable in terms of being both fiscally supported and environmentally responsible, with the ability to respond to program evolution and continue to create positive outcomes.

## BROAD GOALS RELATIVE TO CULTURAL AWARENESS

It is a best practice per the National Center for Juvenile Justice (NCJJ) to develop multi-cultural awareness goals for any youth detention facility. At the Kansas Juvenile Correctional Complex, this would include specially trained diverse staff representing the same urban/suburban population demographics (advocate, mentor, "safe" person). Design should be Trauma-informed and Normative in terms of feel, color, space, furnishings. The youth correctional environment, services, partnerships, site location, visibility, transparency, and accessibility should be community-based with generational engagement. Above all, the environment should be treatment-focused, youth-centered, staff-centered, safe, and secure.

## BROAD GOALS RELATIVE TO PROGRAM NEEDS

In the macro view of program needs, these keywords and phrases govern the final outcomes:

- ▶ Facility will provide secure housing for youths of all gender identities.
  - Living units shall meet the PREA requirement staff ratios of 1 staff to 8 residents in the day and 1 staff to 16 residents at night. This facility will house 10-15 resident beds per unit, all single occupancy while meeting PREA with appropriate staff rations, though it will be potentially less staff efficient. Some flexible 4-person units will be created to contain the typical population fluctuation each month. American Correctional Association (ACA) Best Practice: Single rooms shall provide a least 35 SF of unencumbered space (space not taken by furnishings or fixtures) and not less than 80 SF as a minimum.
  - American Correctional Association (ACA) Best Practice: Dayroom space standard shall be 35 SF per youth (exclusive of lavatories, showers, and toilet). No dayroom can encompass less than 100 SF of space, 750-1000 SF is recommended for flexibility of dividing pod into two smaller classifications and freedom of movement.
- ▶ Campus setting (community context in design, circulation, and scale)
- ▶ Single story (2-story max) to blend with the surrounding community/neighborhoods
- ▶ Daylighting critical in all spaces to extent possible. Control views to exterior.
- ▶ Acoustics must meet HIPAA and best practices:
  - Dayrooms: not exceeding 70 decibels and a reverberation of less than 1.5 seconds. Acoustics impact behavioral health and must be considered carefully.
  - Sleeping rooms: not exceeding 45 decibels and a reverberation of less than 1.5 seconds. Acoustics impact behavioral health and must be considered carefully.
  - HIPAA: Where health care conversations occur, HIPAA requirements must be met acoustically.
- ▶ Individualized as possible (i.e. mental health needs, accessibility, recovery, education, cognitive age, ADA)
- ▶ Ability to provide confidential access to care for interviews and medical exams as well as mental health treatment as needed. Incorporate all 3 types of health care: mental health, medical, and dental. All juvenile areas are designed to be ligature-resistant.
- ▶ Educational (i.e. "a learning environment", provide education spaces outside of dayroom housing units, GED, and vocational training)

- ▶ Normative spaces (i.e. Living spaces, Relaxation spaces, Educational spaces, Decompression spaces)
- ▶ Multifunctional spaces (i.e. classrooms, dayrooms, separate meeting areas)
- ▶ Supports a wide range of activities (i.e. Vocational Shop, Learning Labs/STEM, the Arts, Music, Recreation)
  - ACA Best Practice: Outdoor/Covered Recreation or Exercise areas where less than 100 youth have access to the recreation areas shall have a 15 SF per youth for the maximum number of inmates expected to use the area at one time, but not less than 750 SF of unencumbered total space.
- ▶ Continuum-of-Care: Environment promotes a safe transition for youth from “secure” to “public”
- ▶ Step down design in terms of security and assessment
  - This may mean mobility freedom increases as trust between youth and staff increase; unstructured time or spaces
  - Defining the difference between night and day protocol
  - Smaller groups of youth are better for treatment vs. large groups
  - Incentivized programming and skill-building
- ▶ Facility zoned for safety and privacy (public, mixed, secure)
- ▶ Greenspace, a connection to nature

### PROGRAMMATIC ELEMENTS TO BE ACCOMMODATED

Minimum to Maximum Security needs within each program element depend on the assessment of each youth. Basic program needs range from a place to sleep, to relax, to learn, to gain skills, to have fun, and to heal. Program elements must prepare a young person for reentry into their communities. Connection to nature with access to and view of greenspaces is critical to maintaining wellness.

### BUILDING SPACE AND ADJACENCY REQUIREMENTS DRIVEN BY PROGRAM NEEDS

Reference Scope 1 Space Program.

At the highest Security Levels, program areas such as living units, education/food service, and recreation/administration can still be considered for a campus-style planning approach.

The new Space Program identifies site and programmed building spaces and adjacencies. Keeping the campus buildings one-story allows efficiency and maintains a normative environment while being safer for mental health populations.

### BROAD GOALS RELATIVE TO FLEXIBILITY

New buildings or the renovation of existing buildings should be as flexible as possible: flexible in terms of designing buildings with the ability to be repurposed in the future; flexible in terms of security level, cognitive age appropriateness, and how easy it is for staff to change the function of a multipurpose space.

### **BROAD GOALS RELATIVE TO FUTURE BUILDING AESTHETICS (EXTERIOR/INTERIOR)**

Ensure spaces are energizing, not energy draining. Space must be appropriate in terms of scale and material to fit into the surrounding context (neighborhood and region) and must destigmatize the site, space, youth's view of staff, staff's view of youth, and visitors.

Consider including art both on the interior and exterior, showcasing public/youth's art. Include greenspace, stormwater gardens, and bio-swales where appropriate and maintainable.

### **BROAD GOALS RELATIVE TO QUALITY OF MATERIALS**

Material must be durable, safe, and normative to provide a "less institutional" environment. Provide color and art within interior design. Use of stainless-steel or institutional materials shall be kept to a minimum where applicable.

### **BROAD GOALS RELATIVE TO OPERATIONAL COSTS**

For the purpose of this facilities study, in 8- & 15-bed Housing Units shall have 1 direct supervision staff person during daytime program in each unit and at night 1 direct supervision staff person shall monitor 2 units for a shared control space. For units with more than 8 beds, additional staff resources would be required to meet PREA.

### **STANDARDS FOR SPACE ALLOCATION AND FURNITURE**

Varies per program function but should be normative with emphasis on color and textures. High Security areas may require some detention furniture.

## SPECIAL CONSIDERATIONS: SAFETY

Safety is paramount and should be considered in terms of building environment and varying security level perimeters within the separation of housing units, recreation yards, and the secure perimeter (i.e. building façade or fencing). It should be unseen, normative with ligature-resistant furnishings, with high visibility to reduce assault/abuse, and meet PREA (Prison Rape Elimination Act of 2003). Designing for safety should also promote required privacy of children and youth in specific areas or programs to maintain their dignity.

### Resources and Best Practices:

- ▶ [https://www.prearesourcecenter.org/sites/default/files/content/instructions\\_for\\_prea\\_audit\\_tour\\_juveniles\\_final.pdf](https://www.prearesourcecenter.org/sites/default/files/content/instructions_for_prea_audit_tour_juveniles_final.pdf)
- ▶ [https://www.prearesourcecenter.org/sites/default/files/content/juvenile\\_auditor\\_compliance\\_tool\\_fillable\\_reader\\_extended.pdf](https://www.prearesourcecenter.org/sites/default/files/content/juvenile_auditor_compliance_tool_fillable_reader_extended.pdf)
- ▶ <https://nicic.gov/prea-offender-sexual-abuse>
- ▶ Incorporate applicable ACA (American Correctional Association) and NCCHC (National Commission on Correctional Health Care) best practices.

## ADDITIONAL GUIDING PRINCIPLES BEHIND THE CAMPUS UTILIZATION ASSESSMENT EFFORT

- ▶ Ensure that all youth go home
- ▶ Provide a safe, healing, and restorative learning environment
- ▶ Environment designed to encourage regular interaction between residents and staff
- ▶ Satisfy user-critical operational needs and provide adequate core support services
- ▶ Attain staff efficiency and retain talent
- ▶ Provide "add-alternate" options where necessary to insure the preceding items and maximize the use of existing dollars
- ▶ Create a sustainable model regarding construction, operational, and maintenance costs

## ENVIRONMENT AND SUSTAINABILITY BEST PRACTICES

*This section describes environmental or sustainability goals relative to local energy code or ASHRAE Standard, LEED or WELL. It also describes any goals or requirements for building siting, landscaping, facade, fenestration, envelope and roof features.*

### GENERAL BEST PRACTICES

- ▶ **Access to Natural Light** – Place a very high priority on creating a facility that has high amounts of natural light throughout the facility including youths’ bedrooms, residential areas, educational areas, corridors and general operational spaces throughout the facility. Direct views to nature or suburban surroundings should be reviewed to ensure privacy as needed and appropriate sightlines.
- ▶ **Outdoor Recreation** – Site Dependent; provide basketball court, track, and other applicable programs
- ▶ **Connection to Nature** – Site Dependent; provide outdoor gardens, park area, as applicable. Views from interior spaces are to provide critical connection to outdoors.
- ▶ **Emergency Access** – Easy access to the facility by staff and first-responders is critical. Also critical is increasing internal safe zones that allow the staff to respond to emergencies by moving children and youth to areas without releasing them from the building.
- ▶ **Contrasting Security-Level Housing with Normative Environments** – The security of housing areas has distinctly different characteristics, the security is “unseen” in order to provide a more normative environment. The architecture, space, and equipment amenities can incentivize good behavior, and disincentivize poor behavior. Consistent with this notion is the idea of creating the living space or dayrooms for these areas to be more spacious with more privileges allowed in this visible area. Provide space for youth sufficiently attractive yet safe to produce a learning environment that is both secure and restorative.
- ▶ **Core Support** – Ensure that the initial facility design has adequate capacities for core support services (mechanical, electrical, data, technology systems/locations in addition to core program spaces such as Admissions/Intake, Food Prep/Storage, Medical Exam/Infirmary Rooms) to accommodate future populations. Emphasis on safeguarding core support services, which have been lacking in the past, are sufficiently provided in the detailed spatial program.
- ▶ **Staff Recruitment, Retention, and Satisfaction** – Ensure that the environment and spaces for staff are sufficiently attractive and safe so that various staff positions are more desirable. Such accommodations would help attract and retain staff, improve staff performance, reduces training needs and expenses, and provide continuity for the youth in their care. Provide adequate daylighting to all staff and youth spaces to the extent possible.
- ▶ **Civil Sustainability and Environmental Issues** – Create a site that does not simply meet code requirements. Through appropriate vegetation and natural elements selections, reduce water consumption, landscape maintenance and unnecessary construction of impervious surfaces, creating unique spaces and an overall site that integrate greenspace suitable for facility and program activities.

- ▶ **American Correctional Association (ACA) / National Commission on Correctional Health Care (NCCHC) Standards** – Best practice is to follow ACA and NCCHC best practices even if the Owner/Client does not require ACA or NCCHC accreditation.
- ▶ **Leadership in Energy and Environmental Design (LEED) / Green Globes / WELL Building Standards** – There are many programs for best environmental practices and certifications. This facility may apply sustainable principles and approaches identified in WELL, Green Globes, LEED, or other standards and not seek certification. WELL wellness standards support and prioritize the wellness of all facility occupants while LEED and Green Globes sustainable standards support long-term facility energy and cost efficiencies.

## SITING

Blend facilities to fit within neighborhood.

## BUILDING FAÇADE

Design shall align with neighborhood scale: width, height, and appearance.

## BUILDING FENESTRATION

Avoid areas of large blank walls exposed to the public.





C

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**SCOPE 3:  
RENOVATION STUDY OF THE  
EXISTING KANSAS JUVENILE  
CORRECTIONAL COMPLEX  
(KJCC) FOR ENHANCED  
JUVENILE USE**

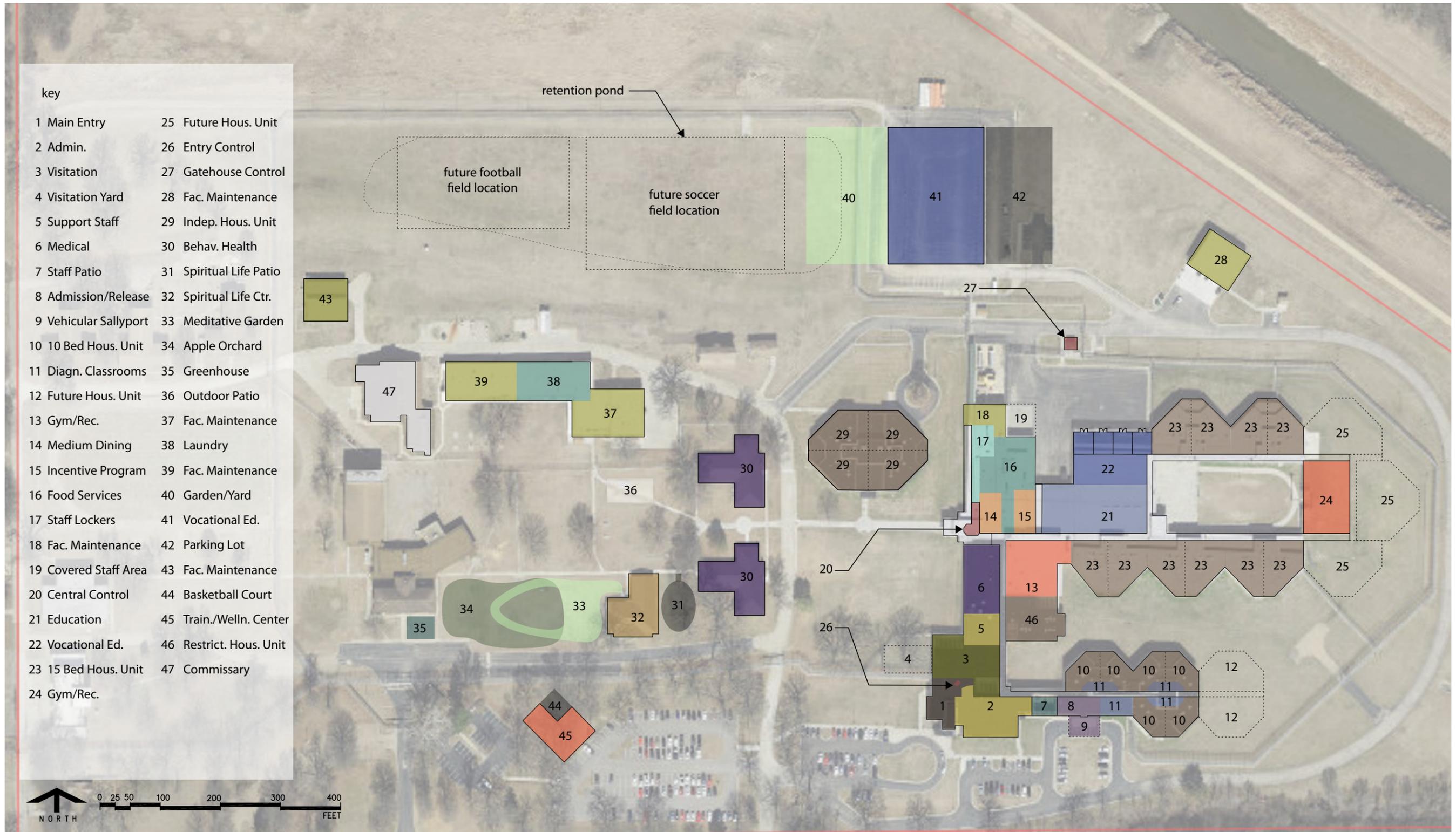
## SITE

Located on approximately 60 acres in northwest Topeka, the Kansas Juvenile Correctional Complex (KJCC) is a medium- and maximum-security facility for male and female juveniles. This majority of this campus will remain unchanged with only renovations to the existing main KJCC building, and addition of a new gymnasium on the east side, an addition to the north gatehouse, a new training and wellness center outside of the secure perimeter fencing to the south (and west of the staff parking), and well as infrastructure improvements such as replacing existing sidewalks, adding new outdoor patio gathering space, a new greenhouse, recreation fields, and enhancing greenspaces.



EXISTING KJCC SITE - 1430 NORTHWEST 25TH STREET, TOPEKA KANSAS 66618

PROPOSED RENOVATED KJCC CAMPUS FOR ENHANCED JUVENILE USE



# SPACE MATRIX

The following data and information in the Space Matrix were created in order to develop a juvenile correctional facility space renovation review and needs list. The Space Matrix lists each existing space and its needs which informs the following space renovation & additions list.

SPACE REQUIREMENT CHART

**Kansas Juvenile Corrections**

Space No.	Support Area/Equip. Description	Youth Security Level (Low-1 to High-3)	Connection (Physical Access) to Nature	Connection to other Buildings	Specific Space Layout Reqs	Quiet Space OR Acoustics Rec'd	Daylight/View: Controlled	Daylight/View: Uncontrolled	Daylight/View: Borrowed Light	Lighting Controlled by User	Daylight Dimming	Color Temp. (enter #K)	Occupancy Sensor/Aotomatic Off Control	Redundancy Req'd / Emerg. Power	Air Flow: P (positive) or N (negative)	Emerg. Egress/Access	TV/Monitor - Audio/Visual/Data	Projector/Screen - Audio/Visual/Data	Youth Computer - Audio/Visual/Data	Staff Computer - Audio/Visual/Data	Controlled Access - Card Reader (Proxy)	Controlled Access - By Control	Video Surveillance	Intercom	Detention Equipment/Fixture/Furniture	Dorm Style Equipment/Fixture/Furniture	Standard Equipment/Fixture/Furniture
<b>0.0 LOBBY</b>																											
0.001	Entry Vestibule/Main Entrance	•					•					3500	•	•		•					•	•	•				•
0.002	Training Center (Separate Building)	•	?	•			•					3500	•	•			•	•		•	•	•	•				•
0.003	Reception Desk/Information Booth	•					•	•	•	•		3500	•	•						•	•	•					•
0.004	Public Locker Area											3500	•		N						•	•					•
0.005	Queuing Area/Add'l Lobby Space	See 7.0 Security & Screening																									
0.006	Security Screening	See 7.0 Security & Screening																									
0.007	Video Conferencing						•	•	•			3500	•	•							•	•	•	•			•
0.008	Lobby Seating Area	•					•	•	•	•		3500	•	•								•					•
0.009	Public Restroom (1 male/1 female)											3500	•		N												•
<b>1.0 ADMINISTRATION</b>																											
1.001	Queuing Area/Add'l Lobby space	3	•				•	•	•	•		3500	•	•			•				•	•	•				•
1.002	Security Screening	3					•	•	•	•		3500	•	•							•	•	•				•
1.003	Facility Administrator/Program Manager Office						•	•	•	•		3500	•	•			•			•	•						•
1.004	Facility Administrator Assistant Office						•	•	•	•		3500	•	•			•			•	•						•
1.005	Admin. Ass't						•	•	•	•		3500	•	•			•			•	•						•
1.006	Operations (Security Manager) Office						•	•	•	•		3500	•	•			•			•	•						•
1.007	Community Engagement Office						•	•	•	•		3500	•	•			•			•	•						•
1.008	Office						•	•	•	•		3500	•	•			•			•	•						•
1.009	Maintenance Manager						•	•	•	•		3500	•	•			•			•	•						•
1.010	Enclosed Workstation						•	•	•	•		3500	•							•	•						•
1.011	Open Touch Down Workstation						•	•	•	•		3500	•							•	•						•
1.012	Conference Room						•	•	•	•		3500	•				•			•	•						•
1.013	Work / Copy Room						•	•	•	•		3500	•							•	•						•
1.014	Break Room						•	•	•	•		3500	•							•	•						•
1.015	Staff Decompressions Room (in & out SP)		•				•	•	•	•		3500	•							•	•		•				•
1.016	Storage Room / Secure Equipment Storage (need it in approp. location)											3500	•							•	•		•				•
1.017	Janitor Closet											3500	•														•
1.018	Shower/Toilet Locker Room (1 male/1 female) - they are operable											3500	•		N												•

SPACE REQUIREMENT CHART

Kansas Juvenile Corrections

Space No.	Support Area/Equip. Description	Youth Security Level (Low-1 to High-3)	Connection (Physical Access) to Nature	Connection to other Buildings	Specific Space Layout Reqs	Quiet Space OR Acoustics Rec'd	Daylight/View: Controlled	Daylight/View: Uncontrolled	Daylight/View: Borrowed Light	Lighting Controlled by User	Daylight Dimming	Color Temp. (enter #K)	Occupancy Sensor/Aotomatic Off Contro	Redundancy Req'd / Emerg. Power	Air Flow: P (positive) or N (negative)	Emerg. Egress/Access	TV/Monitor - Audio/Visual/Data	Projector/Screen - Audio/Visual/Data	Youth Computer - Audio/Visual/Data	Staff Computer - Audio/Visual/Data	Controlled Access - Card Reader (Proxy)	Controlled Access - By Contol	Video Surveillance	Intercom	Detention Equipment/Fixture/Furniture	Dorm Style Equipment/Fixture/Furniture	Standard Equipment/Fixture/Furniture
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2.0 HOUSING

2.001	Bedroom - Level 1 (Low) Security	1										3000																
	Bedroom - Level 2 (Med) Security	2										3000																
	Bedroom - Level 3 (High) Security	3										3000																
2.002	Bedroom (ADA Compliant)	See Above Bedrooms (ADA is required per Security Level and per Housing Pod)																										
2.003	Shared Shwr/Tlt/Lav - Low Security	1										3000			N													
	Shared Shwr/Tlt/Lav - Med. Security	2										3000			N													
	Shared Shwr/Combo Tlt/Lav - High Security	3										3000			N													
2.004	Dayroom (M&F) - Low Security	1										3000																
	Dayroom (M&F) - Medium Security	2										3000																
	Dayroom (M&F) - High Security	3										3000																
2.005	Video Visiting	3										3000																
2.006	Reading and Writing Center (Not Used)	3										3000																
2.007	Youth Calm/Sensory Room	3										3000																
2.008	Laundry Room / Clean Utility Room	2										3000			N													
2.009	Local Control/RA Room	3										3000																
2.010	Counselor Office/Conf. Room.	3										3000																
2.011	Case Management Office	3										3000																
2.012	Human Services Works Office (Not Used)	3										3000																
2.013	Adj. Outdoor Rec / Patio - Low Security	1										3000																
	Adj. Outdoor Rec / Patio - Med. Security	2										3000																
	Adj. Outdoor Rec / Patio - High Security	3										3000																
2.014	Janitor Closet	2										3000			N													
2.015	Staff Restroom (1 M / 1 F per HA)											3000			N													
2.016	Storage Area											3000																

3.0 ADMISSIONS/RELEASE

3.001	Bathroom/Search Room (ADA Compliant)	3										3000			N													
3.002	Open Seating Area	3										3000																
3.003	Adm/Transport/Release Offices/Counter	3										3000																
3.004	Photo/ID/DNA Area	3										3000																
3.005	Exam Room	3										3500																
3.006	Youth Property Storage Room											3000																
3.007	Janitor Closet											3000			N													
3.008	Soiled utility Room / Laundry Room											3000			N													
3.009	Secure Vestibule	3										3000																
3.010	Secure Equipmt. Storage											3000																
3.011	Pedestrian Sally Port	3										3000																
3.012	Covered Vehicle Sally Port	3										3000																

SPACE REQUIREMENT CHART

Kansas Juvenile Corrections

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4.0 HEALTH CENTER

4.001	Receptionist	3										3500																
4.002	Youth Waiting Room	3										3500																
<b>Clinical Spaces - 4.100 Series</b>																												
4.101	Exam Room	3										3500																
4.102	Youth Restroom - 1 M/ 1 F (ADA)	3										3500			N													
4.103	Nurse Station	3										3500																
4.104	Nursing Supervisor Office											3500																
4.105	Administrative Support Office											3500																
4.106	Supply Storage Room											3500																
4.107	Medical Records Room											3500																
4.108	Medical Supplies/Storeroom											3500																
4.109	Secure Medication Room											3500																
4.110	Dental Exam / Suite	3										3500																
4.111	Dental Digital Imaging Room	3										3500																
4.112	Compressor Room											3500																
4.113	Staff Restroom (1 M / 1 F)											3500			N													
4.114	Physician Office											3500																
4.115	Psychiatrist Office											3500																
4.116	Equipment Storage											3500																
4.117	Staff Break Room											3500																
4.118	Janitor Closet											3500			N													
<b>Infirmiry Spaces - 4.200 Series</b>																												
4.201	Educational Services/Multi-purpose Room	3										3500			N													
4.202	Infirmiry Bedroom (Neg. Pressure)	3										3500			N													
4.203	Ante Room (with sink)											3500			N													
4.204	Infirmiry Bedroom (ADA Compliant)	3										3500			N													
4.205	Clean Utility Room											3500			P													
4.206	Soiled Utility Room											3500			N													
4.207	Janitor Closet											3500			N													

5.0 BEHAVIORAL HEALTH

5.001	Psychologist Office											3500																
5.002	Clinician Office											3500																
5.003	Small Meeting/Counseling/Assessment Room	3										3500																
5.004	Group Assessment/Intervention Room	3										3500																

6.0 FOOD SERVICE

6.001	Food Service Area	2										4000																
6.002	Classroom space for 12 youth	2										3500																
6.003	Warming Kitchen/ Serving Line	2										3500			N													
6.004	Dining Area & Beverage Station	3										3500																
6.005	Trash/Tray Return	3										3500			N													
6.006	Receiving											4000																
6.007	Dry Storage Room	2										4000																
6.008	Refrigerated Storage	2										4000																
6.009	Freezer Storage	2										4000																
6.010	Dish/Pot Wash Station	2										4000			N													
6.011	Trashcan Store/Wash	2										4000			N													
6.012	Staff Toilet											3500			N													
6.013	Youth Restroom - 1 M/ 1 F (ADA)	3										3500			N													
6.014	Janitor Closet											4000			N													
6.015	Dining Room	3										3500																

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Kansas Juvenile Corrections

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7.0 SECURITY & CONTROL

7.001	Master Control Room											3500															
7.002	Shift Command Office											3500															
7.003	Shift Debrief/Training											3500															
7.004	Staff Training & Conference Room											3500															
7.005	Equipment Storage Room											3500															
7.006	Security Electronic Closet											3500															
7.007	Security Manager Office											3500															
7.008	Open Touch Down Workstation											3500															
7.009	Staff Break Room											3500															
7.010	Secure Vestibule											3500															
7.011	Secure Perimeter Fence	3																									

8.0 VISITATION

8.001	Security Screening	3										3500															
8.002 & 8.003	Family Room	3										3500															
8.003	Small & Family Conference Rooms	3										3500															
8.004	Public Visitation /Multi-purpose Room	3										3500															
8.005	Youth Restroom (1 M / 1 F)	3										3500			N												
8.006	Staff Restroom (1 M / 1 F)											3500			N												

9.0 EDUCATION

9.001	Classroom (50 NASF per Youth)	3										3500															
9.002	Special Education (75 NASF per Youth)	3										3500															
9.003	Computer Area (In Media Center)	3										3500															
9.004	Vocational Training Room	3										3500			?												
9.005	Media Center / Conference Room	3										3500															
9.006	Special Education Testing Room	3										3500															
9.007	Assessment Office	3										3500															
9.008	Youth Restroom (1 M / 1 F)	3										3500			N												
9.009	Teacher / Staff Work Room											3500															
9.010	Teacher / Staff Restroom											3500			N												
9.011	General Storage Room											3500															
9.012	Principal Office											3500															
9.013	Special Education Meeting / Resource Room											3500															
9.014	Guidance Counselor Office											3500															
9.015	Administrative Support Office											3500															
9.016	Janitor Closet											3500			N												

SPACE REQUIREMENT CHART

Kansas Juvenile Corrections

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10.0 RECREATION

10.001	Barber Shop/Salon	2										3500																
10.002	Walk-In Store	2										3500																
10.003	Gymnasium	2										4000																
10.004	Recreation Equipment Storage Room											4000																
10.005	Fitness Room	2										4000																
10.006	Youth Restroom (1 M / 1 F)	2										3500			N													
10.007	Indoor Multipurpose Storage Room	2										4000																
10.008	Staff Restroom (1 M / 1 F)	2										3500			N													
10.009	Outdoor Recreation Area (passive)	1 to 3										4000																
10.010	Greenspace	3										4000																
10.011	Ball field	3										4000																
10.012	Exterior Basketball Courts	3										4000																
10.013	Gardens	3										4000																
10.014	Greenhouse	3										4000																
10.015	Janitor Closet											4000			N													

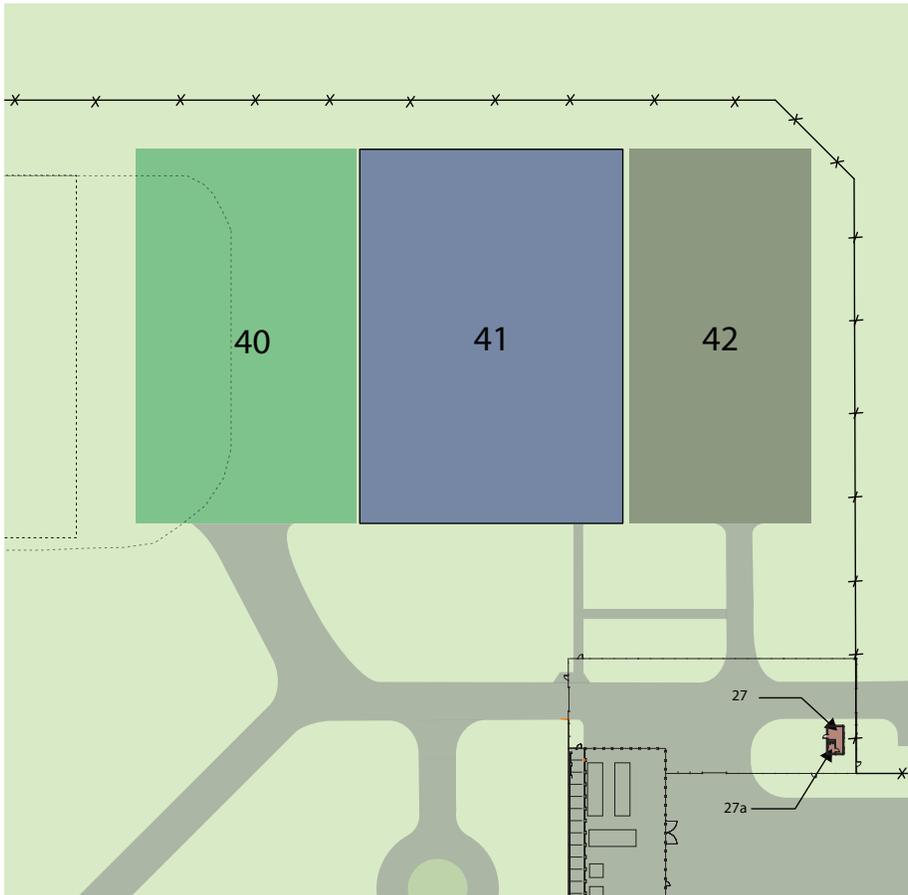
11.0 CORE/FACILITY MAINTENANCE

11.001	Loading Dock											4000			P													
11.002	Staging Area											4000																
11.003	First Aid Station											4000																
11.004	Building Workshop & Storage											4000																
11.005	Purchasing Office/Inventory Workstation											4000																
11.006	Dumpster Area																											
11.007	Recycling Area											4000			N													
11.008	Chemical Bulk Storage											4000			N													
11.009	Mechanical Room											4000																
11.010	Fire Pump Room											4000																
11.011	Electrical Room											4000																
11.012	Security Electronics											4000																
11.013	Data Room											4000																
11.014	On-Site Generator																											
11.015	Lawn Equipment Storage											4000																
11.016	Janitor Closet											4000			N													

## KJCC RENOVATIONS & ADDITIONS LIST

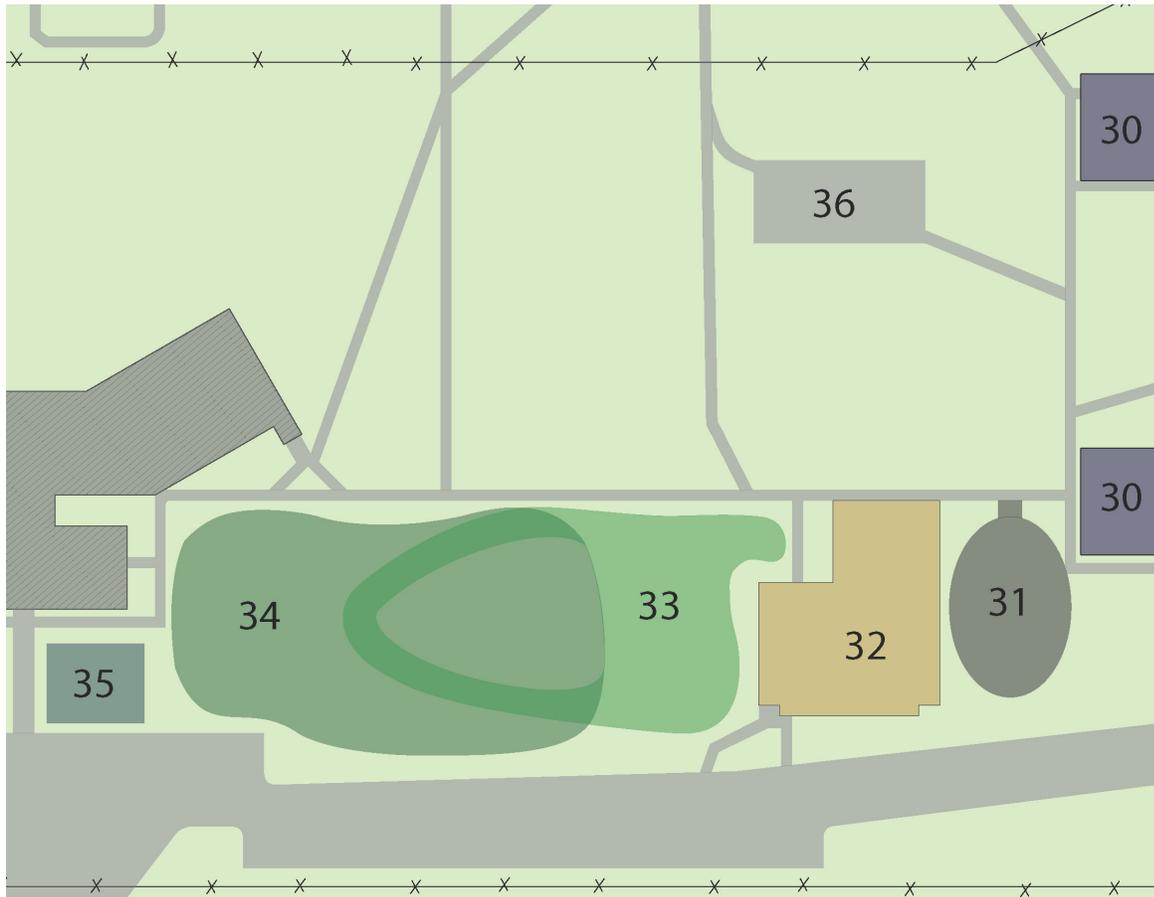
### Overall improvements:

- ▶ Unforeseen Repairs & Storm Damage (5-year capital improvement plan)
- ▶ Security Enhancements in Living Units (enclose I-beams, remove half-height walls, remove staff desk for single podium) (2022 5-year capital improvement plan)
- ▶ Convert pre-action fire sprinkler system in Recreation (Gym) (2022 5-year capital improvement plan)
- ▶ LED lighting in Housing Units (2022 5-year capital improvement plan)
- ▶ LED lighting throughout entire facility
- ▶ Epoxy shower renovation (all showers) (2023 5-year capital improvement plan)
- ▶ Install Card Access System (2024 5-year capital improvement plan)
- ▶ Upgrade Energy Management System (2024 5-year capital improvement plan)
- ▶ Raze Osage & Cherokee Units (2024 5-year capital improvement plan)
- ▶ Horticulture Building needing a new roof & walls (2025 5-year capital improvement plan)
- ▶ Replace (2) 270-ton Chillers (2025 5-year capital improvement plan)
- ▶ West Campus – Close Tunnels and Relocate Fiber (2026 5-year capital improvement plan)
- ▶ Install Acoustical material in Living Units (2027 5-year capital improvement plan)
- ▶ Construct additional offices within existing Administration Area (2027 5-year capital improvement plan)
- ▶ Art/Murals



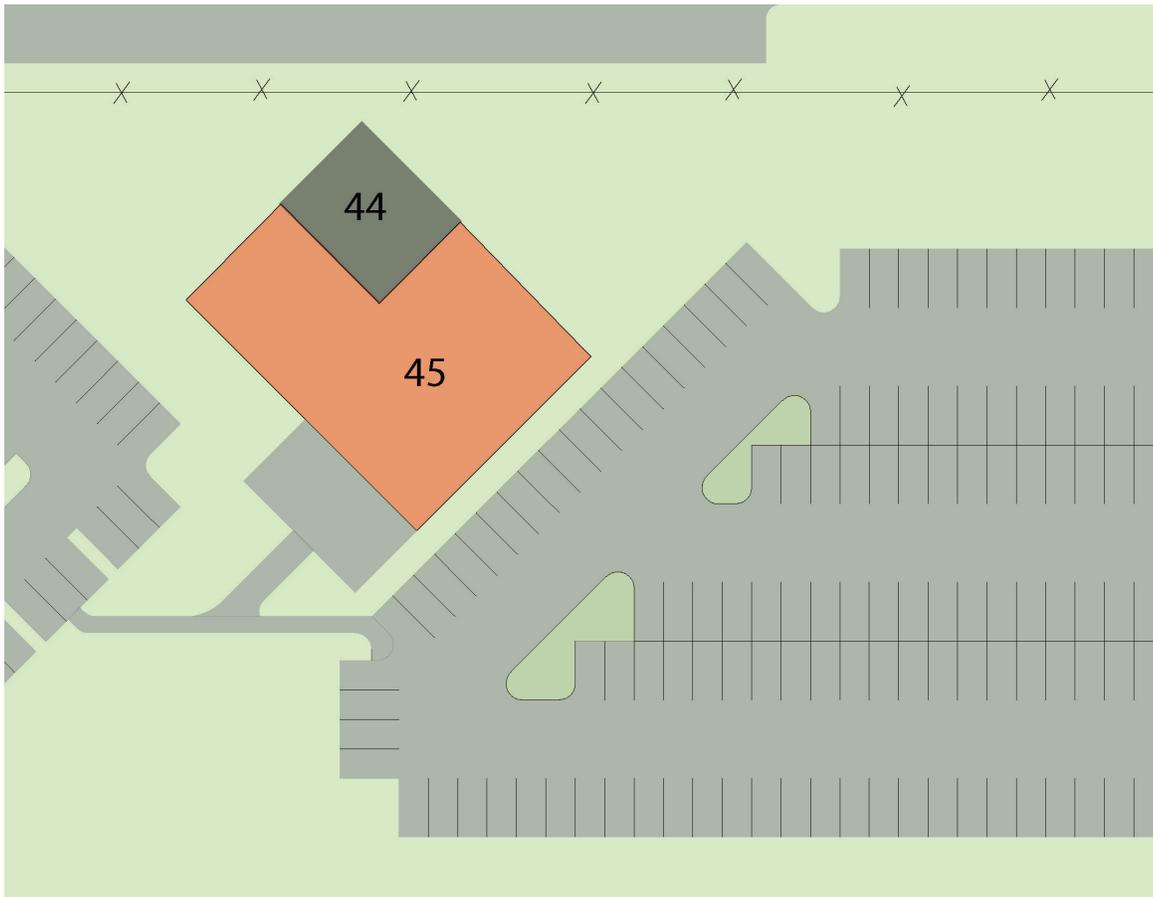
**New Vocational Facility (#41):**

- ▶ New vocation facility (#41) for vocational program growth
- ▶ New adjacent greenspace (#40) for gardening or needed vocational yard work areas
- ▶ New parking lot (#42)



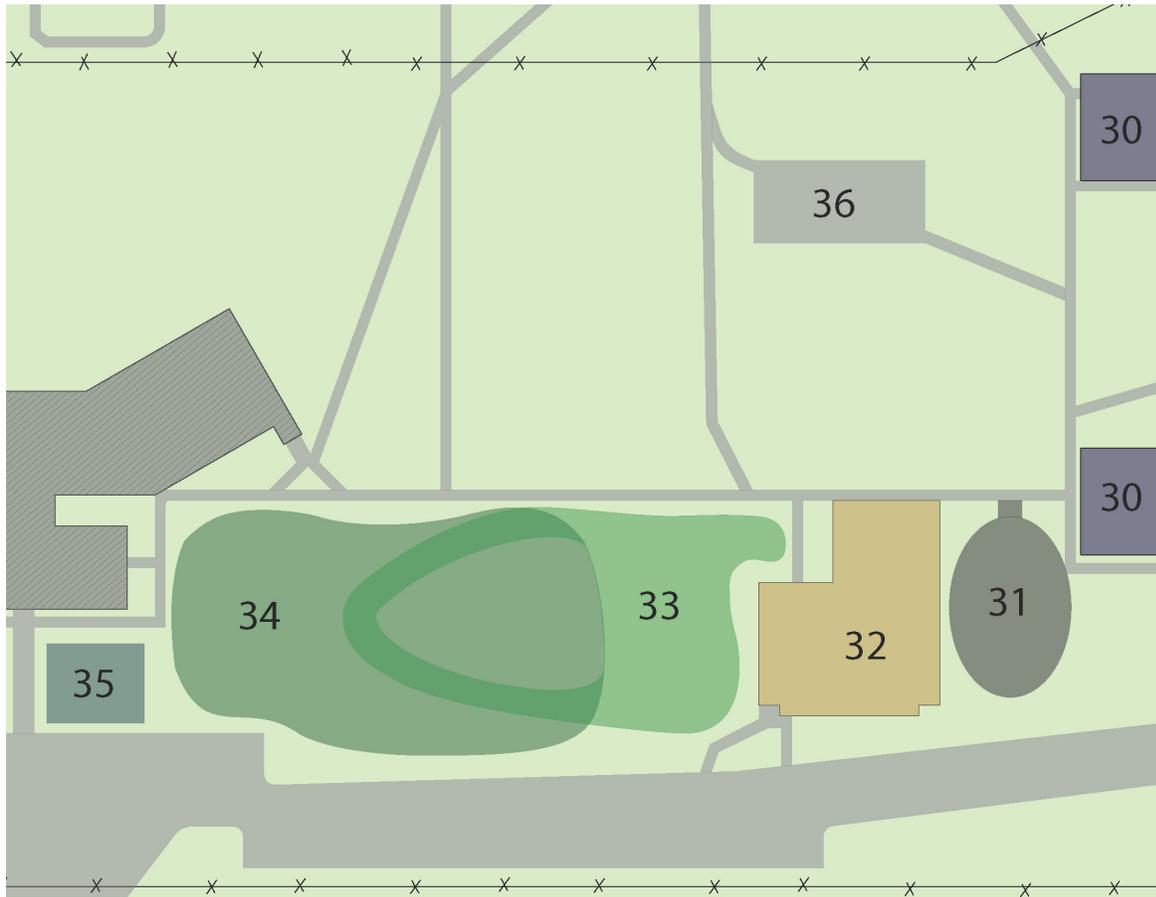
#### Greenspace improvements:

- ▶ New Orchard: 20 apple trees planted near the Spiritual Life Center (#34)
- ▶ Repair all sidewalks
- ▶ Provide a new cover over existing sidewalk path from Laundry to main building
- ▶ Enhance central greenspace court (#36) (by the maintenance, spiritual life center, and behavioral health buildings) by repairing rectangular concrete pad to accommodate basketball court, one-on-one meetings with behavioral health (tables and chairs), BBQ/grill area (covered gazebo enhanced)
- ▶ New Greenhouse (#35)
- ▶ Enhance Staff areas – Covered Employees Appreciation program



**New Stand-alone Training Facility (#45):**

- ▶ Outside the secure perimeter
- ▶ Entry, Reception, Lobby, restrooms, mother's room, kitchen, training space with partitions, conference rooms, computer lab, training offices, fitness/workout area with locker rooms, janitor closet, exterior outdoor eating space/patio/garden/cookout areas for staff (#44), basketball court, self-defense training space (padded floor mats)
- ▶ It is a KDOC standard to have a standalone Training Facility outside the secure perimeter.

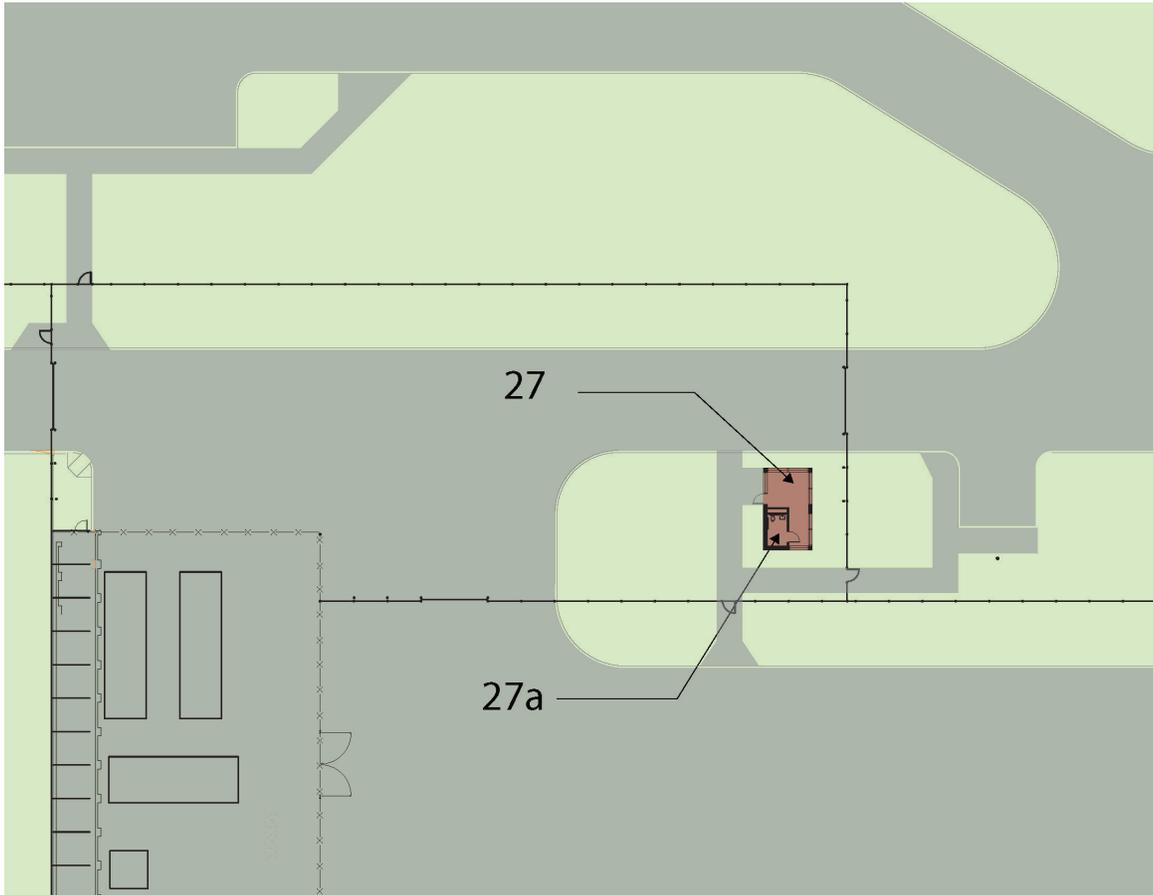


**Existing Spiritual Life Center (#32):**

- ▶ Add acoustics
- ▶ Repaint
- ▶ Meditation Garden (#33)
- ▶ Patio (#31)

**Existing (2) Behavioral Health Buildings (#30):**

- ▶ Recently renovated, nothing to change
- ▶ Provide space for meeting in the main KJCC facility

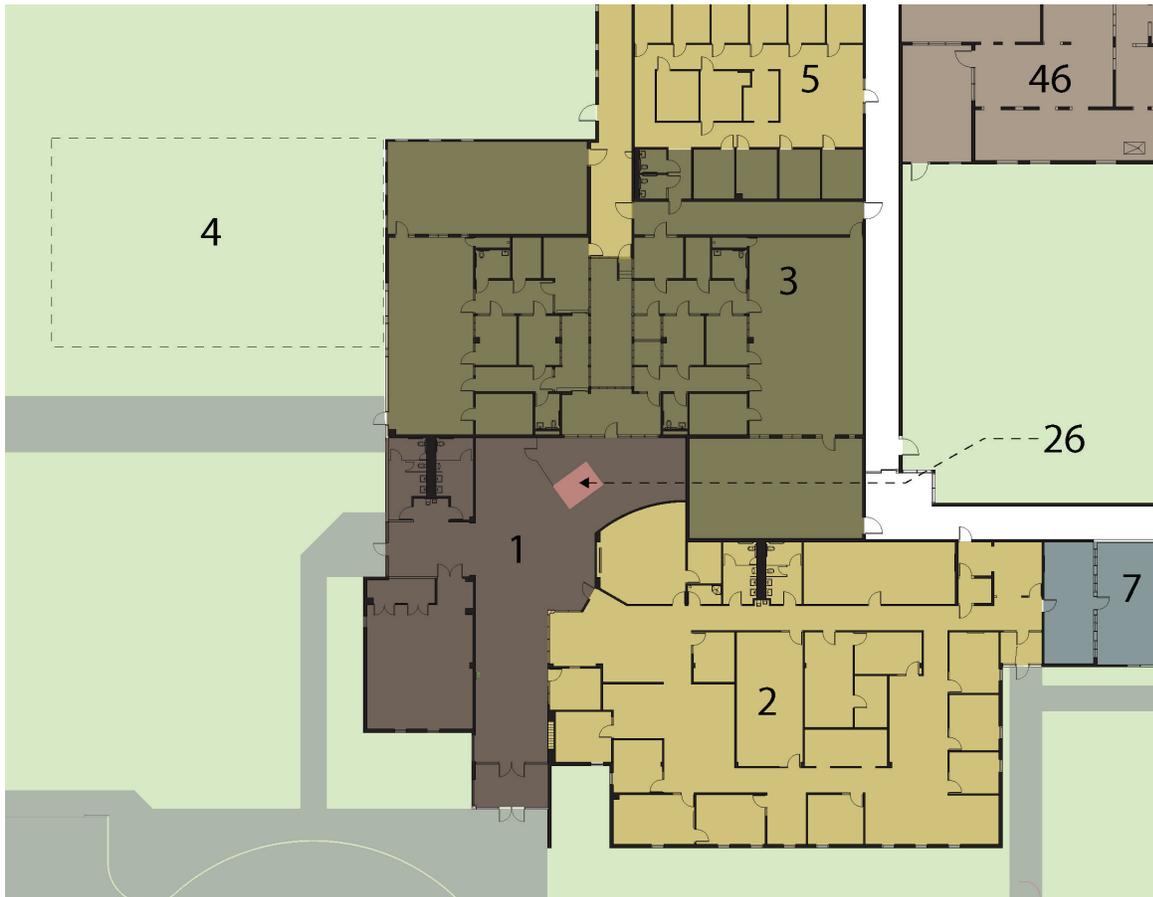


**Existing North Guard Shack (#27):**

- ▶ Restroom Addition (#27a)

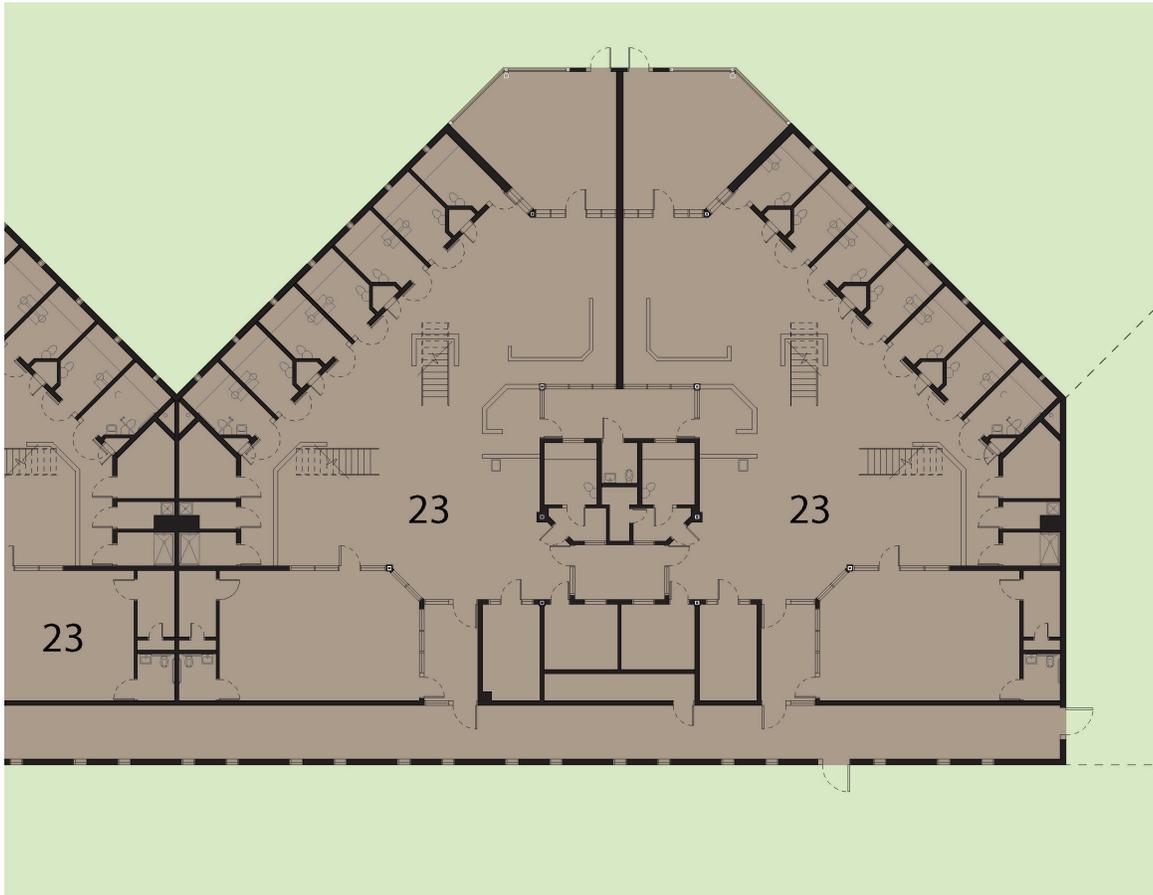
**Main KJCC Facility:**

- ▶ Welcome/Lobby
  - Additional lockers
  - Update the desk check-in area (officer) – it is old and needs updated – not functional for the workflow – need some additional space; need security enhanced – prefer the glass wall enclosure rather than complete exposure. Look at providing protection but keep it welcoming.



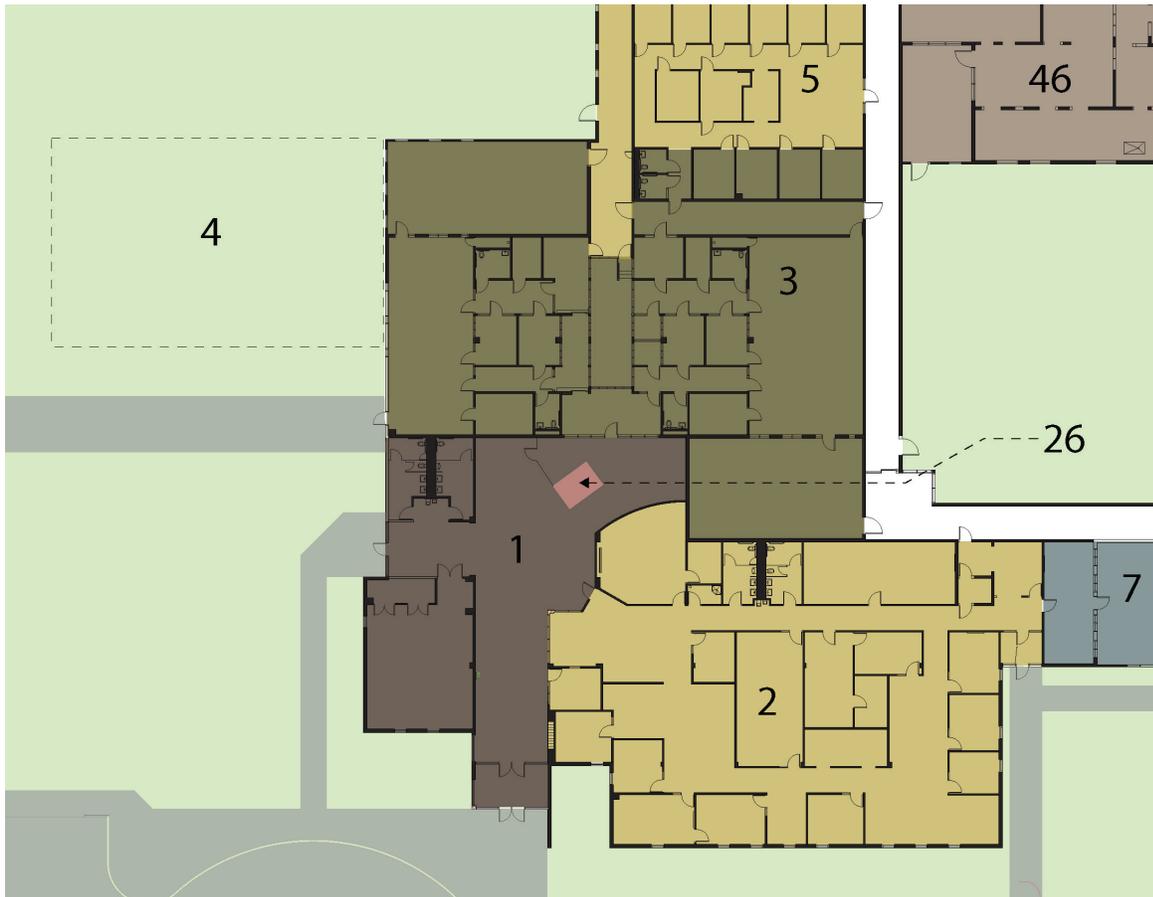
#### Administration (#2)

- ▶ Enhance Staff Patio (#7)
- ▶ Change some cubicle spaces to private offices
- ▶ Additional IT storage needs own IT office separate from IT cubicles
- ▶ Training department needs own office separate from training cubicles
- ▶ Short on staff space - need to expand
- ▶ Mother's Room addition outside the secure perimeter (and inside secure perimeter if approved)
- ▶ Staff Quiet/Decompression rooms



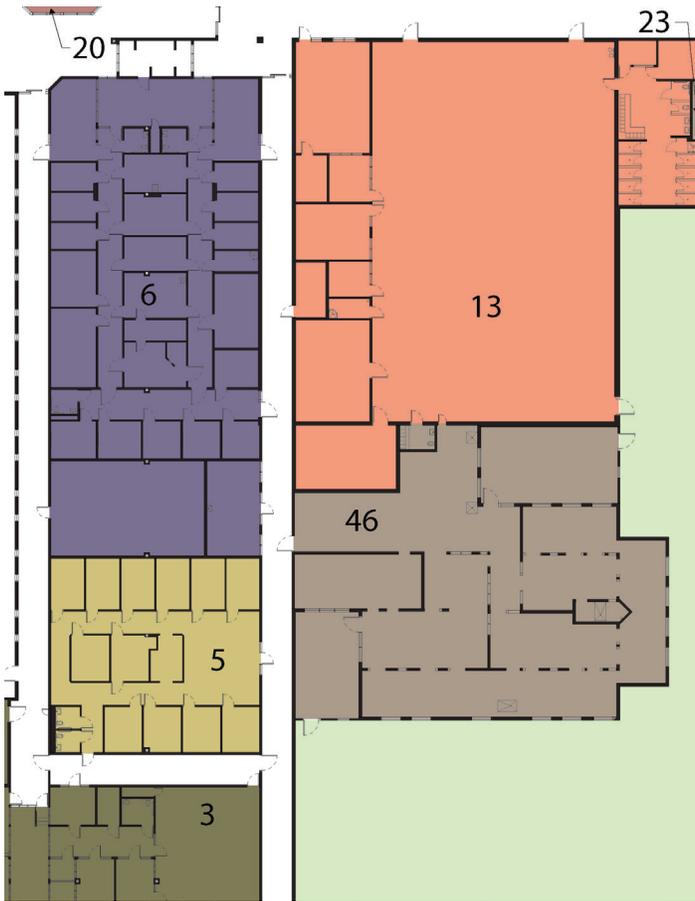
### Housing (#23)

- ▶ Add direct exterior views to outdoor recreation areas
- ▶ Soften units (finishes, daylighting, furniture) based on classification types
- ▶ Restrictive Housing – renovate as needed in the old infirmary area
- ▶ Renovate unused “time-out” and pantry areas to be usable space
- ▶ Acoustics enhanced
- ▶ Add BHP office to each unit
- ▶ Add meeting space (HIPAA) to each unit
- ▶ Security Enhancements in Living Units (enclose I-beams, remove half-height walls, remove staff desk for single podium) (2022 5-year capital improvement plan)
- ▶ Clearly define housing units in terms of design/softening for each classification population from the higher risk (RDU/MH) to GP to lowest risk (Honors/Re-Entry), etc.
- ▶ Add Youth Quiet/Decompression Rooms



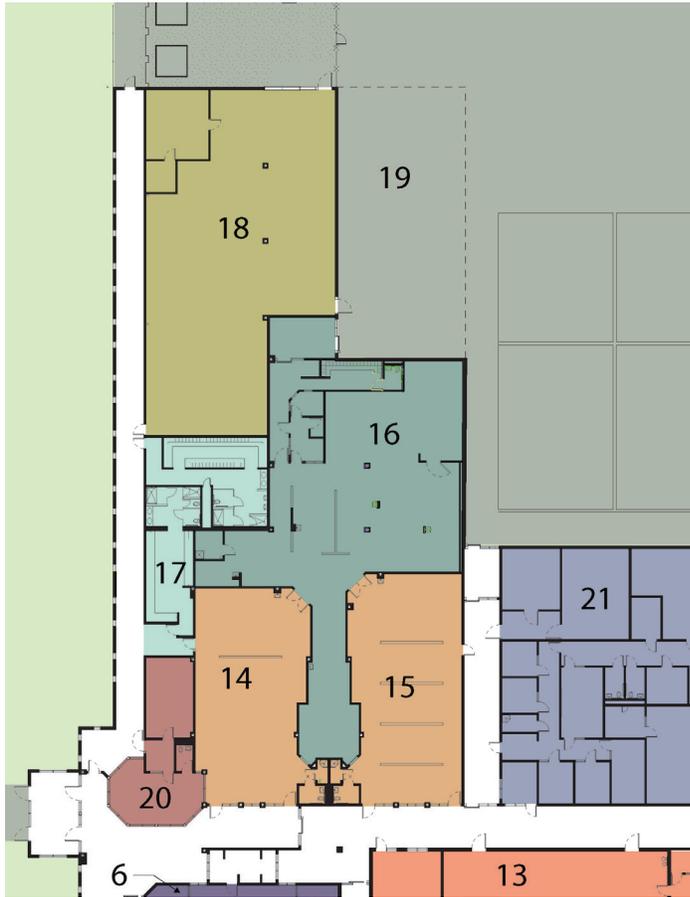
#### Admissions/Release (#8)

- ▶ Revised Vehicle Sally Port (VSP) (#9) doors from coiling roll-up doors to 4-fold detention steel galvanized bi-parting hydraulic doors (like a hanger)
- ▶ Renovate 1 shower/search room to be 2 separate areas (within #8)
- ▶ Renovate 1 shower/search room to be storage only (within #8)
- ▶ Add toilet/sink controls to youth restroom to allow for easier UA testing (within #8)



**Health Center (#6)**

- ▶ Enhance Medical Function
- ▶ Behavioral/Mental Health (#5 & #6)
- ▶ Potential dayroom for infirmary if (4) four additional infirmary rooms with negative pressure for flexibility can be renovated with the current restrictive housing space (#46)



#### Food Service (#16)

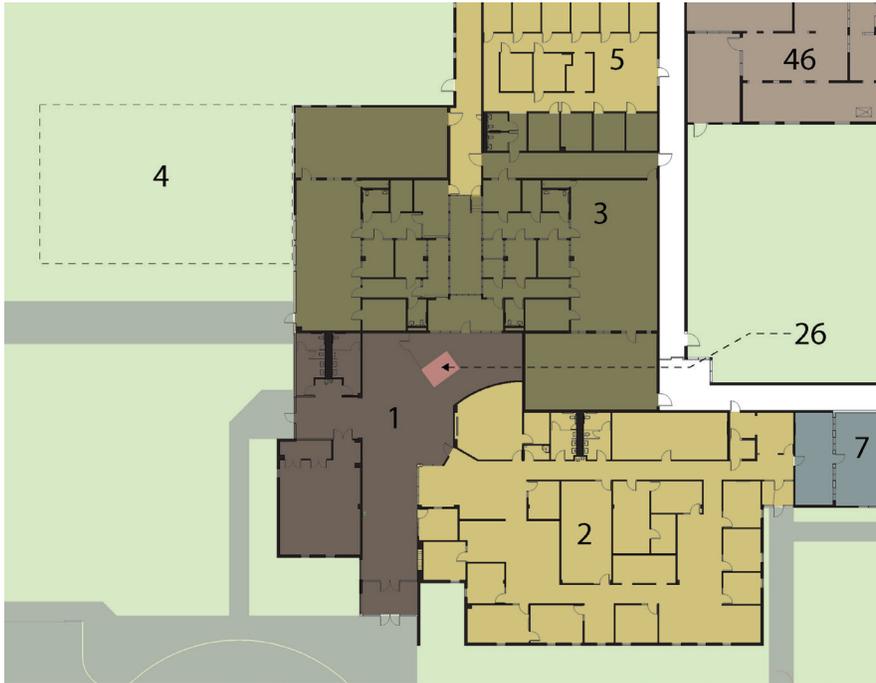
- ▶ Change one dining room (#14) to staff dining/break area and space for a youth Barista program
- ▶ Change other dining room to incentivized youth gaming area (#15)

#### Laundry

- ▶ Sprinkler system needed

#### Security & Control

- ▶ Security Electronics adjacent to Central Control is too small and should be expanded



### Visitation (#3)

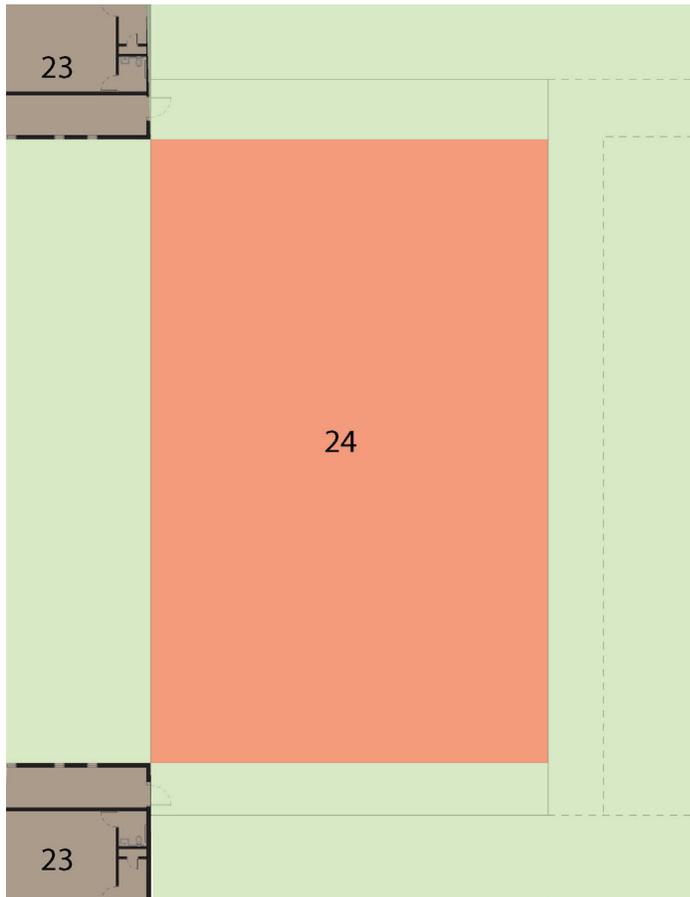
- ▶ New exterior incentivized Visitation Yard (#4)
- ▶ Existing enclosed visitation can be "softened" with green space, furniture, adding views directly out vs. just the open mesh roof, could also enclose/cover a portion of the area for the inclement weather
- ▶ Designate rooms for family therapy, individual meeting space
- ▶ In main interior visitation space include spaces for youth and their children to meet/play – in separate private rooms (not half-height walls)
- ▶ Clergy visits in private rooms
- ▶ Attorney visits in private rooms
- ▶ All areas need "softened" – finishes, color, furniture, etc

### Education

- ▶ A new Vocational Building will be added to the northeast corner of campus over the existing parking lot east of the existing retention pond

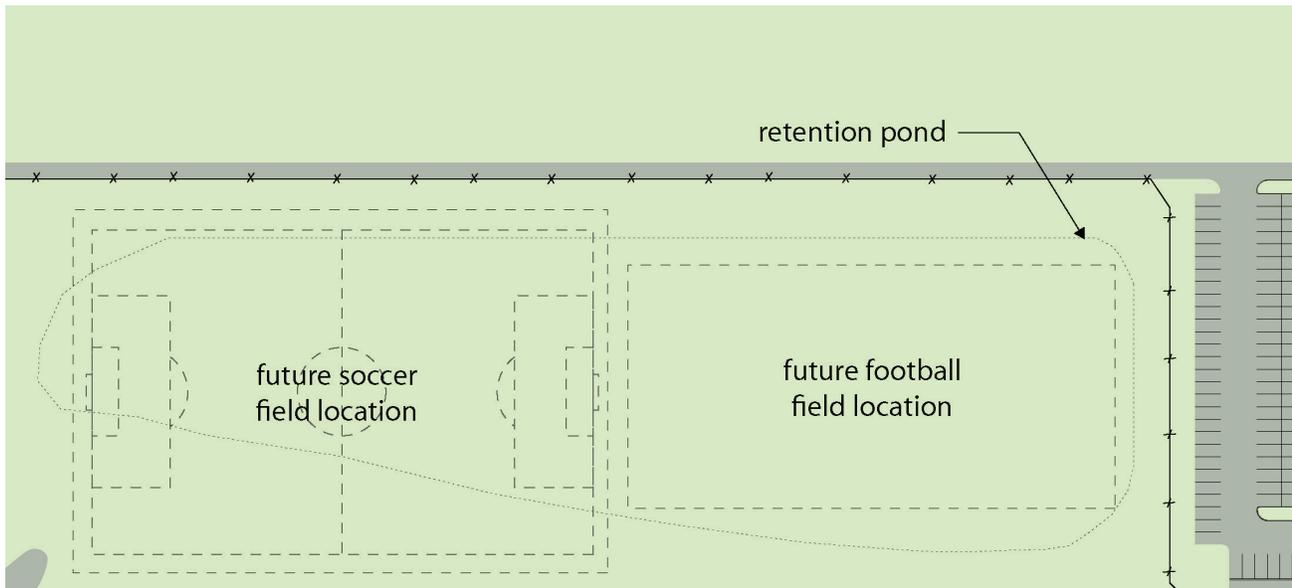
### Vocation

- ▶ New Washburn Tech Building (Food Service Vocational Training in this building) – existing vocational space will become space for future vocational programs



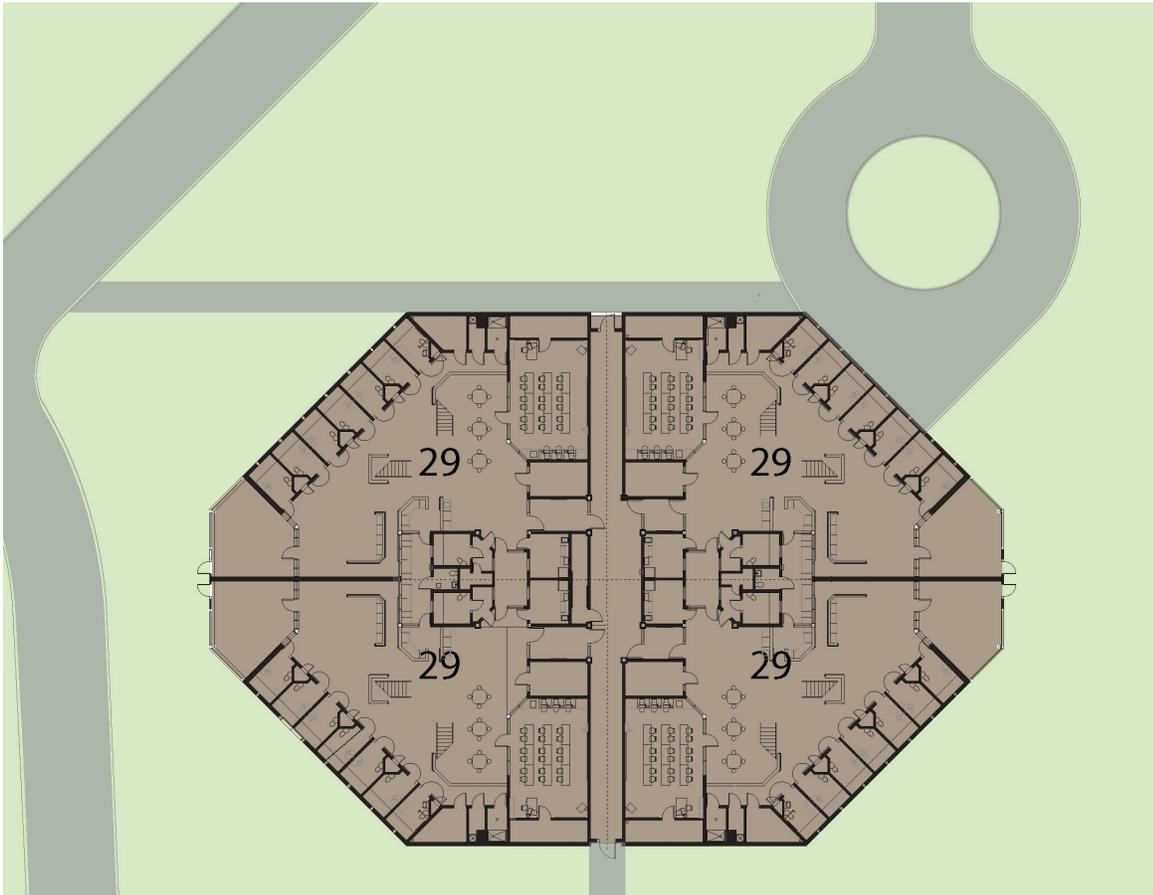
### Recreation

- ▶ Add new Gymnasium (#24) to the east
- ▶ Potentially revise Existing Gym Activity room to be off of Gym for multipurpose area
- ▶ Renovate existing gym locker rooms to be part restroom/lockers and part storage
- ▶ At the existing outdoor track:
  - Utilize basketball courts for pickleball, frisbee golf
  - Add exterior weight machines



In the existing Retention Pond grass area, provide:

- ▶ Soccer Field limits
- ▶ Football Field limits
- ▶ Running Free program (past program)
- ▶ Frisbee Golf
- ▶ Note: this space is a hike to get out there with youth

**Separate Housing Unit (#29) on Campus:**

- ▶ Renovate for youth independent living spaces for reentry population
- ▶ Add Kitchen
- ▶ Add Skill building areas

**Core/Facility Maintenance:**

- ▶ Sprinkler system needed for the facility maintenance and laundry building
- ▶ Garage for mowers, facility maintenance vehicle storage (trucks, landscape trucks) is very crowded and needs additional space
- ▶ No recycling but would like to start – would like to get a program in the same areas as the dumpster
- ▶ Upgrade Generator if needed for additions

## FURNITURE/SECURITY EQUIPMENT RECOMMENDATIONS

Furniture makes a difference in the build environment. These are suggested types of furniture classifications:

- ▶ Honors: Durable furniture but normative as possible (best behavior)
- ▶ High Risk: Behavioral Health furniture (ligature resistant); Weighted moveable furniture
- ▶ RDU/Restrictive Housing: Most durable furniture, most abuse resistant, limit the stainless steel implemented, may be fixed to floor
- ▶ Noted that furniture needs to be durable even for Honors level.

Detailed list of furniture for the following population groups:

### BEST BEHAVIOR FURNITURE:

- ▶ Beds: <https://norix.com/product/prodigy-bed-3/>
- ▶ Nightstand: <https://norix.com/product/prodigy-nightstand-2/>
- ▶ Locker/Wardrobe: <https://norix.com/product/prodigy-wardrobe/>
- ▶ Desk: <https://norix.com/product/prodigy-desk/>
- ▶ Desk Chair: <https://norix.com/product/forte-guest-armless-chairs/>
- ▶ Tables:
  - <https://norix.com/products/tables/tabla/>
  - <https://norix.com/product/forte-cafe/>
- ▶ Chairs:
  - <https://norix.com/product/rocksmart-rocker/>
  - <https://norix.com/product/forte-lounge-arm-chairs/>
  - <https://norix.com/product/hondo-nuevo-high-back/>
  - <https://norix.com/product/wink-lounge-arm-chair/>
  - <https://norix.com/product/hondo-nuevo-round-ottoman/>
  - <https://norix.com/products/seating/mix-up/>
  - <https://norix.com/product/forte-guest-armless-chairs/>
- ▶ Outdoor Furniture:
  - <https://norix.com/product/kube-armless/>
  - <https://norix.com/product/kube-bench/>
  - <https://norix.com/product/riptide-bench/>

**BEHAVIORAL HEALTH (LIGATURE RESISTANT) FURNITURE:**

- ▶ Beds:
  - <https://norix.com/product/prodigy-bed-3/>
  - <https://norix.com/product/attenda-platform-bed/>
- ▶ Locker/Wardrobe:
  - <https://norix.com/product/prodigy-open-chest/>
  - <https://norix.com/product/attenda-three-shelf-storage-unit/>
- ▶ Desk: <https://norix.com/product/attenda-wall-mounted-desk/>
- ▶ Desk Chair: <https://norix.com/product/attenda-floor-mount-stool/>
- ▶ Tables:
  - <https://norix.com/product/forte-occasional-table/> (molded base)
  - <https://norix.com/product/forte-cafe/>
- ▶ Chairs:
  - <https://norix.com/product/hondo-nuevo-thirty-inch-armless/>
  - <https://norix.com/product/vesta-guest-seating-arm-chair/>
  - <https://norix.com/product/hondo-nuevo-footstool/>
  - <https://norix.com/products/seating/mix-up/>
- ▶ Outdoor Furniture:
  - <https://norix.com/product/goby-lounge-chair/>
  - <https://norix.com/product/goby-love-seat/RDU/>

**RDU/RESTRICTIVE HOUSING FURNITURE:**

- ▶ Beds: <https://norix.com/product/attenda-platform-space-saver-bed/> or steel / concrete bunk.
- ▶ Locker/Wardrobe: <https://norix.com/product/attenda-bookshelf/> or steel shelf and clothing tub
- ▶ Desk: <https://norix.com/product/attenda-wall-mounted-desk/> or steel wall-mounted desk
- ▶ Desk Chair: <https://norix.com/product/attenda-floor-mount-stool/> or attached to steel wall-mounted desk
- ▶ Tables: <https://norix.com/product/max-master/>
- ▶ Chairs: <https://norix.com/product/vesta-lounge-armless/>
- ▶ Outdoor Furniture: Steel bench

### GENERAL POPULATION FURNITURE:

- ▶ Beds: <https://norix.com/product/attenda-space-saving-beds-with-storage/>
- ▶ Locker/Wardrobe: located under bed in tub or <https://norix.com/product/attenda-open-chest/>
- ▶ Desk: <https://norix.com/product/attenda-floor-mount-desk/>
- ▶ Desk Chair: <https://norix.com/product/integra-stacking-armless-chair/>
- ▶ Tables: <https://norix.com/product/oasis/> (swivel seats)
- ▶ Chairs:
  - <https://norix.com/product/vesta-guest-seating-arm-chair/>
  - <https://norix.com/product/vesta-armless-chair/>
  - <https://norix.com/products/seating/mix-up/>
- ▶ Outdoor Furniture: Steel bench

### REENTRY/WORK RELEASE:

- ▶ Beds: Bed Bug Resistant Options:
  - <https://norix.com/product/protege-bunkable-beds/>
  - <https://norix.com/product/prodigy-bed-3/>
- ▶ Nightstand:
  - <https://norix.com/product/protege-nightstand/>
  - <https://norix.com/product/prodigy-nightstand-2/>
- ▶ Locker/Wardrobe:
  - <https://norix.com/product/protege-locker/>
  - <https://norix.com/product/prodigy-wardrobe/>
- ▶ Desk: <https://norix.com/product/prodigy-nightstand-2/>
- ▶ Desk Chair: <https://norix.com/products/seating/affinity-seating/>
- ▶ Tables:
  - <https://norix.com/products/tables/tabla/>
  - <https://norix.com/product/leg-style/> (bolted down)
- ▶ Chairs:
  - <https://norix.com/product/harmony-sofas/>
  - <https://norix.com/product/harmony-bariatric-chairs/>
  - <https://norix.com/product/wink-lounge-arm-chair/>
  - <https://norix.com/products/seating/mix-up/>
  - <https://norix.com/products/seating/terra/>

- ▶ Outdoor Furniture:
  - <https://norix.com/product/kube-armless/>
  - <https://norix.com/product/kube-bench/>
  - <https://norix.com/product/riptide-bench/>

## **FACILITY OPERATIONS**

KJCC 235-bed facility will remain a youth correctional facility. KJCC will continue operating daily as a range of minimum to maximum classifications within the secure campus. The existing design will be enhanced to improve staff retention and wellness, to reduce recidivism and provide a better connection to nature for the youth. Building in greater flexibility will provide robust coverage for youth needs from the general population, mental health population, incentivized (Honors) populations, and reentry. Enhanced designs create more options and better alternatives for staff to build on incentivized behavior operational procedures for the youth. Together this creates a lower stress environment for all with long-term positive outcomes.

## APPLICABLE CODES

- ▶ All future work will be done in accordance with all applicable local, state, and federal codes in effect at the time of construction.
- ▶ Systems and equipment will be designed and installed in accordance with the following codes and standards:
  - 2018 International Building Code.
  - 2018 International Existing Building Code.
  - 2018 International Mechanical Code.
  - 2018 International Plumbing Code.
  - 2018 International Fuel Gas Code.
  - 2018 International Building Fire Code.
  - 2018 International Energy Conservation Code or ASHRAE 90.1-2013.
  - National Fire Protection Association (NFPA), National Fire Codes and Standards for non-Healthcare occupancies.
    - NFPA 10 – 2018 Edition – Portable Fire Extinguishers.
    - NFPA 13, 13D and 13R – 2016 Edition – Installation of Sprinkler Systems.
    - NFPA 14 – 2016 Edition – Installation of Standpipe and Hose Systems.
    - NFPA 20 - 2016 Edition – Installation of Stationary Pumps for Fire Protection.
    - NFPA 25 – 2017 Edition – Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems.
    - NFPA 70 – 2017 Edition – National Electric Code (NEC).
    - NFPA 72 – 2016 Edition – National Fire Alarm Code.
    - NFPA 96 – 2017 Edition – Ventilation Control and Fire Protection for Commercial Cooking Operations.
    - NFPA 110 – 2016 Edition – Emergency and Standby Power Systems.
    - NFPA 241 – 2013 Edition – Safeguarding Construction, Alteration and Demolition Operations.
  - Kansas Fire Prevention Code (This code combines many different documents including Kansas Statutes Annotated (K.S.A.) and Kansas Administrative Regulations (K.A.R.)) A list of pertinent statutes and regulations can be found at the Office of the State Fire Marshal (OSFM) website at [www.firemarshal.ks.gov](http://www.firemarshal.ks.gov).
  - K.S.A. 58-1301 et seq – 2010 ADA Standards for Accessible Design (2010 ADA Standards).
  - Kansas State Boiler Code (K.S.A. 44-913 et seq) available through the Office of the State Fire Marshal (OSFM) at [www.firemarshal.ks.gov](http://www.firemarshal.ks.gov).
  - Current American Society for Testing and Materials.
  - Current Illumination Engineering Society of North America - Lighting Design Handbook.
  - ASCE 7-10, Minimum Design Loads for Buildings and Other Structures.
  - American National Standards Institute.
  - Underwriters Laboratory.
  - 2010 Americans with Disabilities Act.
  - Federal Communications Commission.
  - Electronics Industries Association.
  - Telecommunications Industry Association.
  - National Systems Contractors Association.
  - Infocomm International.
  - City of Topeka and Shawnee County Zoning Code and requirements.
  - National Commission on Correctional Healthcare Standards.
  - American Correctional Association Standards.



# D

## PHASING

## PHASING

### PHASED SCOPES OF WORK FOR SCOPE #3 (RENOVATE KJCC FOR YOUTH)

*Order of Priority: Greatest need (1) to Not critical (7)*

1	New Vocational Building
2 (some of this DOC can do in-house)	Renovate Housing Pods (daylight, acoustics (doing now, softening through finishes (internal scope), furniture, reno time-out/pantry areas, BHP office add, HIPAA meeting space, youth quiet/decompression rooms)
3	New Training / Wellness Facility
3	Renovate Independent Housing Pod for Honors/Re-Entry youth; add kitchen to units
3	Laundry: Add sprinkler system
3	Maintenance building: Add sprinkler system
4	Staff Quiet / Decompression rooms
4	Soften Visitation Area through finishes, acoustics, and furniture; private rooms
4	Enhance Staff Exterior Space
4	New Restroom Addition to Guard Shack
5	Add 4 total infirmary rooms with negative pressure
5	At outdoor track: add Bball-courts, pickleball, frisbee golf, ext. weight machines
5 (renovations to the max dietary room is currently in progress and is partially being done in-house)	Food Service: renovate (2) dining rooms for programmatic use - give some space to security electronic room next to Central Control can expand
6	Renovate space for (2) Mother's Room outside the secure perimeter in lobby/inside the secure perimeter
7	Intake/Admissions: VSP door from coiling to 4-fold detention steel doors, renovate shower/search room into 2 separate spaces, renovate other shower to storage only, add controls to toilet for AU testing
7	New Visitation Exterior Space





**E**

**PROBABLE COST  
ESTIMATE**

## PROBABLE COST ESTIMATE



The existing design will be enhanced to improve staff retention and wellness, to reduce recidivism and provide a better connection to nature for the youth. Building in greater flexibility will provide robust coverage for youth needs from the general population, mental health population, incentivized (Honors) populations, and reentry. Enhanced designs create more options and better alternatives for staff to build on incentivized behavior operational procedures for the youth. Together this creates a lower stress environment for all with long-term positive outcomes. The comprehensive cost for renovations and additions to the KJCC facility being bid in 2025 is \$156.2 million, refer to the Scope 3 probable cost estimate for additional detail. The proposed scope of work is broken into manageable and fundable sections that range from immediate to less critical needs.

SCOPE 3: PROBABLE COST ESTIMATE

Order of Priority (1: Greatest need, 7: Not critical)	Description of Scope	GSF (Gross Square Feet)	New	Reno	Behind Secure Perimeter	New Inside Secure Perimeter		New Outside Secure Perimeter High Cost/SF \$600	Reno Low Cost/SF \$450	Reno High Cost/SF \$550	Unique Cost	5% FF&E (Furniture, Fixtures, Equipment)**	OFPM FEE to AHJ (code review, bid, inspections)	15% Escalation (For July 2022)	15% Escalation (For July 2023)	12% Escalation (For July 2024)	8% Escalation after Design at Bid (July 2025)	10% Contingency	A/E FEE (AIA Fee includes CA person 1/2 time)	Utilities within the site*	Special Testing Costs	Total:
						Cost/SF \$700	High Cost/SF \$800															
1	New Vocational Building	23,500	Y	N	Y	\$ 16,450,000.00	\$ 18,800,000.00					\$ 940,000.00	\$ 60,000.00	\$ 2,820,000.00	\$ 2,820,000.00	\$ 2,256,000.00	\$ 1,504,000.00	\$ 1,880,000.00	\$ 4,195,800.00	\$ -	\$ 10,000.00	\$ 35,285,800.00
<b>Grouped Total Phase 1 (Items Ranked 1)</b>																						\$ 35,285,800.00
2	Renovate Housing Pods (daylight, acoustics (doing now, softening through finishes (internal scope), furniture, reno time-out/pantry areas, BHP office add, HIPAA meeting space, youth quiet/decompression rooms)	52,000	N	Y	Y				\$ 23,400,000.00	\$ 28,600,000.00		\$ 1,430,000.00	\$ 60,000.00	\$ 4,290,000.00	\$ 4,290,000.00	\$ 3,432,000.00	\$ 2,288,000.00	\$ 2,860,000.00	\$ 4,252,500.00	\$ -		\$ 51,502,500.00
<b>Grouped Total Phase 2 (Items Ranked 2)</b>																						\$ 51,502,500.00
3	New Training / Wellness Facility	8,400	Y	N	N		\$ 3,360,000.00	\$ 4,200,000.00				\$ 210,000.00		\$ 630,000.00	\$ 630,000.00	\$ 504,000.00	\$ 336,000.00	\$ 420,000.00	\$ 733,950.00	\$ -	\$ 50,000.00	\$ 7,773,950.00
3	Renovate Independent Housing Pod for Honors/Re-Entry youth; add kitchen to units	24,500	N	Y	Y				\$ 11,025,000.00	\$ 13,475,000.00		\$ 673,750.00	\$ 60,000.00	\$ 2,021,250.00	\$ 2,021,250.00	\$ 1,617,000.00	\$ 1,078,000.00	\$ 1,347,500.00	\$ 2,223,375.00	\$ -		\$ 24,457,125.00
3	Laundry: Add sprinkler system for life safety	7,080	N	Y	Y				\$ 3,186,000.00	\$ 3,894,000.00		\$ 194,700.00		\$ 584,100.00	\$ 584,100.00	\$ 467,280.00	\$ 311,520.00	\$ 389,400.00	\$ 706,761.00	\$ -		\$ 7,131,861.00
<b>Grouped Total Phase 3 (Items Ranked 3)</b>																						\$ 39,362,936.00
3	Maintenance building: Add sprinkler system for life safety	14,600	N	Y	Y				\$ 6,570,000.00	\$ 8,030,000.00		\$ 401,500.00	\$ 60,000.00	\$ 1,204,500.00	\$ 1,204,500.00	\$ 963,600.00	\$ 642,400.00	\$ 803,000.00	\$ 1,131,307.50	\$ -		\$ 14,440,807.50
4	Staff Quiet / Decompression rooms	400	N	Y	Y				\$ 180,000.00	\$ 220,000.00		\$ 11,000.00		\$ 33,000.00	\$ 33,000.00	\$ 26,400.00	\$ 17,600.00	\$ 22,000.00	\$ 49,005.00	\$ -		\$ 412,005.00
4	Soften Visitation Area through finishes, acoustics, and furniture; private rooms	6,300	N	Y	Y				\$ 2,835,000.00	\$ 3,465,000.00		\$ 173,250.00		\$ 519,750.00	\$ 519,750.00	\$ 415,800.00	\$ 277,200.00	\$ 346,500.00	\$ 600,311.25	\$ -		\$ 6,317,561.25
4	Enhance Staff Exterior Space	1,200	N	Y	Y				\$ 540,000.00	\$ 660,000.00		\$ 33,000.00		\$ 99,000.00	\$ 99,000.00	\$ 79,200.00	\$ 52,800.00	\$ 66,000.00	\$ 125,235.00	\$ -		\$ 1,214,235.00
4	New Restroom Addition to Guard Shack	150	Y	Y	Y	\$ 105,000.00	\$ 120,000.00					\$ 6,000.00		\$ 18,000.00	\$ 18,000.00	\$ 14,400.00	\$ 9,600.00	\$ 12,000.00	\$ 23,760.00	\$ -	\$ 10,000.00	\$ 231,760.00
5	Add 4 total infirmary rooms with negative pressure	600	N	Y	Y				\$ 270,000.00	\$ 330,000.00		\$ 16,500.00		\$ 49,500.00	\$ 49,500.00	\$ 39,600.00	\$ 26,400.00	\$ 33,000.00	\$ 78,952.50	\$ -		\$ 623,452.50
5	At outdoor track: add Bball-courts, pickleball, frisbee golf, ext. weight machines	2,700	N	Y	Y						\$ 270,000.00	\$ 13,500.00		\$ 40,500.00	\$ 40,500.00	\$ 32,400.00	\$ 21,600.00	\$ 27,000.00	\$ 37,867.50	\$ -		\$ 483,367.50
5; (Renovations to the max dietary room is currently in progress and is being done in-house)	Food Service: renovate (2) dining rooms for programatic use - give some space to security electronic room next to Central Control can expand (Only counting 50% of the 2400 SF)	1,200	N	Y	Y				\$ 540,000.00	\$ 660,000.00		\$ 33,000.00		\$ 99,000.00	\$ 99,000.00	\$ 79,200.00	\$ 52,800.00	\$ 66,000.00	\$ 157,905.00	\$ -		\$ 1,246,905.00
<b>Grouped Total Phase 5 (Items Ranked 3-8)</b>																						\$ 24,970,093.75
<b>OVERALL HIGH PRIORITY SCOPE 3 TOTAL:</b>																						\$ 151,121,329.75
<b>SCOPE 3 - RENOVATE - LOW PRIORITY ITEMS</b>																						
6	Renovate space for (2) Mother's Room outside the secure perimeter in lobby/inside the secure perimeter	400	N	Y	Y & N				\$ 180,000.00	\$ 220,000.00		\$ 11,000.00		\$ 33,000.00	\$ 33,000.00	\$ 26,400.00	\$ 17,600.00	\$ 22,000.00	\$ 41,745.00	\$ -		\$ 404,745.00
7	Intake/Admissions: VSP door from coiling to 4-fold detention steel doors, renovate shower/search room into 2 separate spaces, renovate other shower to storage only, add controls to toilet for UA testing	400	N	Y	Y				\$ 180,000.00	\$ 220,000.00		\$ 11,000.00		\$ 33,000.00	\$ 33,000.00	\$ 26,400.00	\$ 17,600.00	\$ 22,000.00	\$ 56,265.00	\$ -		\$ 419,265.00
7	New Visitation Exterior Space	3,000	Y	N	Y	\$ 2,100,000.00	\$ 2,400,000.00					\$ 120,000.00		\$ 360,000.00	\$ 360,000.00	\$ 288,000.00	\$ 192,000.00	\$ 240,000.00	\$ 376,200.00	\$ -		\$ 4,336,200.00
<b>Grouped Total (Items Ranked 9-10)</b>																						\$ 5,160,210.00
<b>OVERALL LOW PRIORITY SCOPE 3 TOTAL:</b>																						\$ 5,160,210.00
<b>OVERALL TOTAL OF HIGH &amp; LOW PRIORITIES IN SCOPE 3:</b>																						\$ 156,281,539.75

\*Utilities does not include land cost. Utility cost assumes utilities are close to the site for tying into without running new utilities.  
 \*\* FF&E includes Furniture, Fixtures, and Equipment. This is for KDOC FF&E only. Tenant or Vendor contract spaces must provide their own FF&E.

ANNUAL REGIONAL OPERATIONAL COSTS	Staffing & Wages Operational Cost	Food, Medical, Educational Contract Cost	Total:
<b>OVERALL OPERATIONS FOR SCOPE 3 TOTAL:</b>			<b>\$ 23,220,375.28</b>



**F**

**SCHEDULE**

## SCHEDULE

### SCHEDULE - Renovate/Enhance KJCC for Juvenile Operations







# E

## APPENDIX

# APPENDIX

## MEETING MINUTES - SCOPE 3



Architecture \ Engineering \ Interior Design \ Landscape Architecture \ Planning

### Meeting Minutes

<b>Project:</b>	<b>KDOC Juvenile Facilities Study</b>																																
<b>Project No.:</b>	037-023-21																																
<b>Meeting Date:</b>	3/9/2022																																
<b>Location:</b>	Virtual Teams Meeting																																
<b>Attendees:</b>	<table border="0"> <tr> <td><b>KDOC</b></td> <td>Megan Milner</td> </tr> <tr> <td></td> <td>Major David Bissell</td> </tr> <tr> <td></td> <td>Soliel Wall</td> </tr> <tr> <td></td> <td>Justin Gillom</td> </tr> <tr> <td></td> <td>Marissa Reinbold</td> </tr> <tr> <td></td> <td>Mike Monaghan</td> </tr> <tr> <td></td> <td>April McCollum</td> </tr> <tr> <td></td> <td>Mary Johnston</td> </tr> <tr> <td></td> <td>Candice Byrd</td> </tr> <tr> <td></td> <td>Mike Gaito</td> </tr> <tr> <td></td> <td>Brandon Lee</td> </tr> <tr> <td><b>Clark &amp; Enersen</b></td> <td>Rick Wise</td> </tr> <tr> <td><b>Dewberry</b></td> <td>Brad Hall</td> </tr> <tr> <td></td> <td>Brooke Martin</td> </tr> <tr> <td></td> <td>Bruce Omtvedt</td> </tr> <tr> <td><b>Not Present</b></td> <td>Hope Cooper</td> </tr> </table>	<b>KDOC</b>	Megan Milner		Major David Bissell		Soliel Wall		Justin Gillom		Marissa Reinbold		Mike Monaghan		April McCollum		Mary Johnston		Candice Byrd		Mike Gaito		Brandon Lee	<b>Clark &amp; Enersen</b>	Rick Wise	<b>Dewberry</b>	Brad Hall		Brooke Martin		Bruce Omtvedt	<b>Not Present</b>	Hope Cooper
<b>KDOC</b>	Megan Milner																																
	Major David Bissell																																
	Soliel Wall																																
	Justin Gillom																																
	Marissa Reinbold																																
	Mike Monaghan																																
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	Candice Byrd																																
	Mike Gaito																																
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<b>Dewberry</b>	Brad Hall																																
	Brooke Martin																																
	Bruce Omtvedt																																
<b>Not Present</b>	Hope Cooper																																

### KICKOFF MEETING

**Agenda was handed out and provided before the meeting. Notes below are based on the agenda and discussion. Brooke presented agenda also through a PowerPoint. (attached)**

Brooke started the discussion by reviewing the existing classification levels. Asked a few questions of the group:

- AXIS definitions:
  - AXIS 1: Major mental health disorder
  - AXIS 2: Behavioral disorder
  - AXIS 3: Special needs – Individual Treatment required.
  - AXIS 4: Social issues
  - Soliel noted that this was outdated categorization.
- Do continue to see increase in behavioral health levels.
  - Increasing. 50% of populations is classified as Mental Health Level 3. FY2021 report is pretty accurate in this regard.
  - Marissa provided KJCC February MH #'s:
    - Level 1: 32.
    - Level 2: 35.
    - Level 3: 71.
    - Level 4: 1.



## Meeting Minutes

- Total: 140.
- Gang related data: Pretty minimal in terms of classification.
  - Count of residents who have been validated through State of Kansas process. There is a lot of gang activity that is validated in the data.
- Youth breakdown around 4% females, 94% males.
- Physician numbers include or don't included vacancies.
  - Budgeted positions: 263 authorized.
  - 173 filled positions
  - 60 vacant positions.
  - Does not include contract employees (custodial, high school)
- Staff turnover/retention. Are there exit interviews? No. Is there data on why they are leaving? No.
  - Most don't participate. Data would be skewed based on number that don't respond.
- Programs occur in spaces in place now?
  - All classrooms being utilized for 4 programs.
  - Not short of classroom space.
  - Can't add any new programs. Existing programs take priority. Recent outcomes are significant:
    - ART = Aggression Replacement Training: 19 of 46 successful.
    - T4C = Thinking for a Change: 9 of 14 successful.
    - Substance Abuse Program: 64 of 85 successful.
    - Sex Resident Program: 21 of 24 successful.
  - Would need more time and space for more programs. They would have to be scheduled.
  - There is a mental health building on campus, but not utilized based on its location and lack of security.
    - Not looking for additional program space right now
      - Correct
  - Megan noted that there is more program space for vocation.
    - Additional programs might include:
      - Welding
      - Culinary arts
      - Automotive
      - Have been looking at another building on campus for this. Similar to career campus on adult side.
    - Workforce dependent.
    - Classrooms are limiting.
    - Can't expand.
    - Met last week and looking at design concepts being looked at. **Megan will forward to Rick. (received)**
  - Grants:
    - Are grants limited by space? Mike noted that they are going to the community, not corrections.
  - Data is showing average age of youth is 17.

## Meeting Minutes

- Will look at accommodating that age the most. Will look at other age groups, but focus will be on 17-year-olds.
  - Megan noted to focus on older adolescent population, but accommodate other age groups like 13-14 years old and 20 years old.
- Planned projects:
  - Commissary into vocational building.
  - Security enhancements to living units. Security only or space modifications? Removing CMU walls and replacing with railing, removing built-in desks and replacing with podium desks, enclosing I-beams.
- LED lighting changes:
  - Energy saving item. Swapping out T-8's. They are dimmable, but not set up to dim.
  - Brooke noted that they can be programmed for circadian rhythm with system adds.
- Epoxy Showers are just being repaired.
- Card Access:
  - For ease of access.
- Looking to Raze existing, outdated Cherokee and Osage Units in poor condition.
  - Outside the fence.
  - Haven't been used for last 15-20 years.
- Acoustical material in living units:
  - Looking at acoustical paneling options.
  - Taken out carpet due to wear and tear.
  - Acoustic upgrades appropriate for living units; looking at Gym and Commons areas as well.
- Additional Offices needs:
  - Taking cubicle space and converting to offices.
  - Not a huge priority.
  - Need office space on both secure and administrative side.
  - Business office area has cubicles.
- Training Room expansion or addition to add a second/additional training room/space.
  - Potential concerns with proximity to the fence.
  - Similar in size.
  - Would like flexibility to join new and old rooms together.
  - Mike noted tightness of space based on building code. What's allowable.
  - Mike asked about constructing an outside training center.
    - Potential office space
    - Turn existing into offices and large conference room.
    - Megan agreed there was potential.
    - Use west parking area for training.
    - Potential new stand-alone Training Facility located on campus near old gatehouse, west of staff parking lot.
- Mike asked if there will be a file room need in the future.
  - Yes, due to storage requirement (15 years of records must be kept)
- IT staff shares cubicles.



## Meeting Minutes

- Need more storage
    - Need one office for supervisor.
  - Brandon asked if outdoor space (which isn't used off breakroom) could be enclosed for more space.
    - Not used because of wasps and current design.
- Space Requirement Chart – Space Renovate Matrix Review:
  - Categories listed on top. Space listed on the side.
  - Mike asked if there would be a move to different security levels?
    - No research on how to structure a change.
    - Facility built to max custody.
    - Interested in seeing the California standards.
      - <http://bscc.ca.gov/wp-content/uploads/Juvenile-Title-24-SOUL-Effective-1.1.2020.pdf>
      - <http://bscc.ca.gov/wp-content/uploads/Juvenile-Title-15-Effective-2019-1-1.pdf>
      - <https://www.cdcr.ca.gov/juvenile-justice/policy/>
      - CA's changes age in juvenile justice up to age 25, effective July 1, 2021. The bill would instead require any person whose case originated in juvenile court to remain in a county juvenile facility until they turn 25 years of age, except as specified.
        - [https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\\_id=2019202005B823](https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=2019202005B823)
  - Reviewed general format and categories used.
  - Brooke noted that Norix makes more normative furniture.
    - <https://norix.com/markets/justice/>
  - Noted that Generator serves most of new and old buildings.
  - Brooke asked if a new separate training building was built, should it be added to the generator?
    - Yes.
- Lobby Review:
  - Card reader for access to training building. Just unlocked by staff if in the building. Key only.
  - Video surveillance on outside and lobby if training building is separate. And in training rooms.
  - Secure staff entrance:
    - Ok with keeping staff coming in front door and eliminating dedicated staff entrance. Required 5.1 additional staff to have it operational.
  - Asked if there was a need for a quiet room for check-in desk.
    - Like current configuration.
    - Discussed potential other enhancements in this area. (lighting)
  - No need for a play area.
    - Liability issues.
  - Locker room not getting much use now.
    - Asked if there is a need to have a locker area near current staff entry.
    - More worthwhile if there was a gym.
    - Noted that you cannot bring a change of clothes into the facility. Can't walk out in a different set of clothing. Stay in uniform until outside security.
  - Current lockers are used all the time. Used by staff and visitors.

## Meeting Minutes

- Never ran out in the past during wintertime.
    - Also lockers by the front door (20) to right as you walk in.
  - Staff would love a fitness room. Could be in stand-alone training center with lockers.
  - No daylight needs in restrooms.
    - Dedicated exhaust.
  - No apparent janitors closet in lobby area.
  - Mike asked if there should be murals to liven up the lobby.
    - Megan is more interested in them on the secure side.
- Administrative Offices:
  - Switching to dimmable lights in offices would be good.
    - Too bright now.
  - Do offices require TV monitors on wall. Use computer monitors.
  - Previous CIO recommended them for a few offices but never implemented. (Warden, Deputy Warden, Major, Captain.) Recordings typically by shift supervisor. (Major or Captain)
  - Monitors in breakroom not required.
  - Staff Decompression Room ok but needed both inside and outside security.
  - Storage for HR in conference room is problematic.
    - Borrow storage from secure side right now.
    - Can always use more storage.
  - All locker room showers are operable at this time.
- Housing:
  - Currently 3 levels shown.
    - Have #1 high level youth
    - #2 Honors unit is low risk.
    - #3 QRS&T building would like to turn into independent living unit in the future.
      - Allow work with residents on how to teach them living skills.
      - For residents how earn privilege.
      - Adding washers and dryers to teach those skills.
    - Mental health generally with General Population.
      - Some most severe in separate Mental Health housing.
      - Asked if there should be an additional MH unit.
        - Can't staff it.
        - Need separate space for females.
      - Mike noted that multipurpose rooms not shown. Need to be added.
        - Megan noted that they are used a lot and called classrooms.
  - Brooke asked if Outdoor Rec could be opened up with view to nature/green space.
    - Space too tight to add green space.
  - Megan noted Time out rooms are not used – not current practice at all. Could be repurposed.
    - Some clients have used as video game "Incentive Rooms".
  - Pantry primarily houses refrigerators and cabinetry. Not used for residents. Honors level does have access. Washer and dryer in female area. Pantry used primarily for storage.



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## Meeting Minutes

- Next Steps:
  - Need to schedule another meeting to finish discussion.
    - **Rick to send out dates.**
  - Brooke to send out updated matrix.

Meeting Minutes by: Rick Wise, Brad Hall, Bruce Omtvedt and Brooke Martin



## Meeting Minutes

<b>Project:</b>	<b>KDOC Juvenile Facilities Study</b>						
<b>Project No.:</b>	037-023-21						
<b>Meeting Date:</b>	3/18/2022						
<b>Location:</b>	KJCC - 1430 NW 25 <sup>th</sup> Street, Topeka, KS 66618						
<b>Attendees:</b>	<table border="0"> <tr> <td><b>KDOC</b></td> <td>Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito</td> </tr> <tr> <td><b>Clark &amp; Enersen Dewberry</b></td> <td>Rick Wise Brooke Martin Brad Hall</td> </tr> <tr> <td><b>Not Present</b></td> <td>Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt</td> </tr> </table>	<b>KDOC</b>	Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito	<b>Clark &amp; Enersen Dewberry</b>	Rick Wise Brooke Martin Brad Hall	<b>Not Present</b>	Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt
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<b>Clark &amp; Enersen Dewberry</b>	Rick Wise Brooke Martin Brad Hall						
<b>Not Present</b>	Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt						

### RENOVATE KJCC - MEETING 3

Notes below are based on discussion. Brooke presented space program on screen. (attached)

Brooke started the discussion by noting that we need to finish the Medical discussion from yesterday regarding Regional facilities. Highlights included:

*Health Center comments:*

- Made changes noted in comments provided.
- Need level of care for Optometry Exam Room to help size room. Need level of service.
  - Basic eye exams only
  - Ophthalmology appoints are out of facility.
  - No separate office required. Desk in room.
- Need level of service for Lab.
  - Only basic lab services necessary.
  - Blood draws are in the room.
- Need info on Vaccine Room.
  - Workstation for nurse in room, but simple distribution of vaccines.
- Need more info on X-Ray Room.
  - Current equipment is not mobile. Dental x-ray in room as well.
- Noted that shower is needed for staff in Medical if something thrown on officer. One is sufficient.
- Discussed number of Close-Watch Holding Cells. 2 are sufficient. Moved out of medical to restricted housing. Crisis level not in Infirmary.



## Meeting Minutes

### *Behavioral Health comments:*

- Made changes noted in comments provided.
- SOT is an abbreviation for Sex Offender Treatment
- AT is an abbreviation for Activity Therapist
- Number of staff was not correct.
- Need a storage room. AT supplies. Instruments (drum set, guitar, keyboard, filing cabinets and Art supplies.
- Individual and group music therapy. 2 group rooms will be acceptable.

See attached program for the Regional attached to these meeting minutes, based on Medical/MH responses.

Next Brooke moved on to the KJCC Renovate discussion and continued review of the current plan and the Space Requirement Chart. Comments included:

- Discussed Housing area and furniture options:
  - Types of furniture classifications:
    - Honors: Durable furniture but normative as possible (best behavior)
    - High Risk: Behavioral Health furniture (ligature resistant); Weighted moveable furniture
    - RDU/Restrictive Housing: Most durable furniture, most abuse resistant, limit the stainless steel implemented, may be fixed to floor
  - Noted that furniture needs to be durable even for Honors level.
  - Having weighted chairs would be fine.
  - Reviewed Norix furniture options. <https://norix.com/>
    - Brooke to send links of options for different classifications.
      - Best behavior (Honors) furniture:
        - Beds: <https://norix.com/product/prodigy-bed-3/>
        - Nightstand: <https://norix.com/product/prodigy-nightstand-2/>
        - Locker/Wardrobe: <https://norix.com/product/prodigy-wardrobe/>
        - Desk: <https://norix.com/product/prodigy-desk/>
        - Desk Chair: <https://norix.com/product/forte-guest-armless-chairs/>
        - Tables:
          - <https://norix.com/products/tables/tabla/>
          - <https://norix.com/product/forte-cafe/>
        - Chairs:
          - <https://norix.com/product/rocksmart-rocker/>
          - <https://norix.com/product/forte-lounge-arm-chairs/>
          - <https://norix.com/product/hondo-nuevo-high-back/>
          - <https://norix.com/product/wink-lounge-arm-chair/>
          - <https://norix.com/product/hondo-nuevo-round-ottoman/>
          - <https://norix.com/products/seating/mix-up/>
          - <https://norix.com/product/forte-guest-armless-chairs/>
      - Outdoor Furniture:

## Meeting Minutes

- <https://norix.com/product/kube-armless/>
    - <https://norix.com/product/kube-bench/>
    - <https://norix.com/product/riptide-bench/>
- Behavioral Health (Ligature Resistant) furniture:
  - Beds:
    - <https://norix.com/product/prodigy-bed-3/>
    - <https://norix.com/product/attenda-platform-bed/>
  - Locker/Wardrobe:
    - <https://norix.com/product/prodigy-open-chest/>
    - <https://norix.com/product/attenda-three-shelf-storage-unit/>
  - Desk: <https://norix.com/product/attenda-wall-mounted-desk/>
  - Desk Chair: <https://norix.com/product/attenda-floor-mount-stool/>
  - Tables:
    - <https://norix.com/product/forte-occasional-table/> (molded base)
    - <https://norix.com/product/forte-cafe/>
  - Chairs:
    - <https://norix.com/product/hondo-nuevo-thirty-inch-armless/>
    - <https://norix.com/product/vesta-guest-seating-arm-chair/>
    - <https://norix.com/product/hondo-nuevo-footstool/>
    - <https://norix.com/products/seating/mix-up/>
  - Outdoor Furniture:
    - <https://norix.com/product/goby-lounge-chair/>
    - <https://norix.com/product/goby-love-seat/>
- RDU/Restrictive Housing Furniture:
  - Beds: <https://norix.com/product/attenda-platform-space-saver-bed/> or steel / concrete bunk.
  - Locker/Wardrobe: <https://norix.com/product/attenda-bookshelf/> or steel shelf and clothing tub
  - Desk: <https://norix.com/product/attenda-wall-mounted-desk/> or steel wall-mounted desk
  - Desk Chair: <https://norix.com/product/attenda-floor-mount-stool/> or attached to steel wall-mounted desk
  - Tables: <https://norix.com/product/max-master/>
  - Chairs: <https://norix.com/product/vesta-lounge-armless/>
  - Outdoor Furniture: Steel bench
- Gen Pop furniture:
  - Beds: <https://norix.com/product/attenda-space-saving-beds-with-storage/>
  - Locker/Wardrobe: located under bed in tub or <https://norix.com/product/attenda-open-chest/>
  - Desk: <https://norix.com/product/attenda-floor-mount-desk/>
  - Desk Chair: <https://norix.com/product/integra-stacking-armless-chair/>



## Meeting Minutes

- Tables: <https://norix.com/product/oasis/> (swivel seats)
- Chairs:
  - <https://norix.com/product/vesta-guest-seating-arm-chair/>
  - <https://norix.com/product/vesta-armless-chair/>
  - <https://norix.com/products/seating/mix-up/>
- Outdoor Furniture:
- Reentry/Work Release:
  - Beds: Bed Bug Resistant Options:
    - <https://norix.com/product/protege-bunkable-beds/>
    - <https://norix.com/product/prodigy-bed-3/>
  - Nightstand:
    - <https://norix.com/product/protege-nightstand/>
    - <https://norix.com/product/prodigy-nightstand-2/>
  - Locker/Wardrobe:
    - <https://norix.com/product/protege-locker/>
    - <https://norix.com/product/prodigy-wardrobe/>
  - Desk: <https://norix.com/product/prodigy-nightstand-2/>
  - Desk Chair: <https://norix.com/products/seating/affinity-seating/>
  - Tables:
    - <https://norix.com/products/tables/tabla/>
    - <https://norix.com/product/leg-style/> (bolted down)
  - Chairs:
    - <https://norix.com/product/harmony-sofas/>
    - <https://norix.com/product/harmony-bariatric-chairs/>
    - <https://norix.com/product/wink-lounge-arm-chair/>
    - <https://norix.com/products/seating/mix-up/>
    - <https://norix.com/products/seating/terra/>
  - Outdoor Furniture:
    - <https://norix.com/product/kube-armless/>
    - <https://norix.com/product/kube-bench/>
    - <https://norix.com/product/riptide-bench/>
- Group noted that stainless steel is too institutional, but something very durable for RDU and restricted housing.
- General population in middle category or furniture
- AXIS levels don't correlate with risk level.
- Sex offenders
- Shower privacy: Keep doors – youth feel safer with a door. Curtains within a doored in room to make it feel more normative for Honors unit.
- Day Room Furniture: More normative in Honors area.
  - Like table with swivel chairs (allows release for those that fidget) for General Population.
  - Like game top for tables.
- Housing General Discussion:

## Meeting Minutes

- Discussed that 20% of population is currently in Honors. Ranges from 10% to 20%. 2 units are designated as Honors today. (Both male now. Need a female unit.)
- Restricted housing is around 5%. 13 rooms now. Females housed separately. Doesn't need to get any larger.
- Work Release Center noted as part of future budget and plan to build one on campus.
  - They would do their own laundry.
  - Would have the most normative furniture.
  - They would be off campus during the day at their jobs.
  - Would suggest single bedrooms with the residents having their own key to unlock room.
  - Suggest a kitchen (could be locked off as need be) where they can practice life skills, cooking a meal once a week, etc.) – most meals would still be delivered: breakfast and dinner by cart, lunch is a sack lunch.
  - Bus/transport to work.
  - Would need a change in / change out area.
    - Biggest issue bringing bed bugs back to the facility – need a decontamination area.
    - Potential contraband issues, need a search area.
    - This would be outside the secure perimeter.
- Youth Calm/Sensory Room:
  - Ok with biophilia.
  - Nature sounds.
  - No tech/videos or music. Residents may want to get into this space.
    - Prefer having sound systems in Day Rooms w/faders.
- Laundry Room:
  - Girls do own laundry.
  - Would like to have Honors unit have same opportunity.
  - Use automatic dispensers for chemicals.
- Outdoor Recreation comments:
  - Plan for nature where possible.
  - Not likely room for furniture in current outdoor rec areas at General Population housing.
    - Potential windows in outside concrete wall of outdoor rec areas.
  - Could have some furniture near track and main outdoor rec area.
    - Group agreed.
  - Honors classification could have better outdoor rec furniture/fun/etc as an incentive.
  - Mike noted that phones in outdoor rec. for adults.
    - Major noted concerns with potential issues with installing phones and lack of monitoring.
  - Megan noted having basketball goals as regulation height. Need for other things that encourage activities. Weight machines.
    - Stationary Exterior Park-rated exercise equipment similar to what is at Hillcrest Park in Topeka.
- Admissions/Release comments:
  - Shower rarely used. Youth not allowed to shower. They shower in the Housing Unit once assigned.
    - Second shower/search room not used. For Storage now.



## Meeting Minutes

- Could separate the currently used search room with a shower into two rooms (search and shower to allow more functionality and remove the access to the shower when not needed).
  - Needs control to Toilet Room to turn off water for UA's.
    - Can add electronic programming controls.
  - Interview area is where finger printing and ID takes place.
  - Intake Vehicle Sallyport is an open air covered space that blocks view of youth entering and leaving facility.
  - Mike asked about being able to see youth offenders from the site perimeter:
    - Brooke noted that it's still an issue/concern for youth under 18. Different ways to handle protecting identities, but have better views for residents. Views would still need to be controlled.
- Health Center/Behavioral Health comments:
  - Waiting room: they have short wait times, 2-3 youth in room max. from same unit at a time.
  - Exam rooms are small, especially if someone is combative.
  - Exam rooms on left side of plan are retrofitted for negative air.
  - Mike asked if there was any desire to move medical back to original location and build a new segregation unit.
    - Not enough patients to justify the move.
  - Current infirmary should grow by a couple of rooms (negative pressure) to account for more options.
  - Medical records not used as much. Doubling up as an office right now. Files condensed down over last few years.
  - No need for day room and rec since not in space for more than 24 hours.
- Food Service comments:
  - Working with Aramark for foodservice. In-to-Work program in Medium Dining.
  - Adequate space
  - Open to options for what Medium Dining could become.
    - Staff dining, barista area.
  - Maximum Dining looking at gaming area.
  - Secure electronics off of Medium Dining. Too small.
- Visitation:
  - Maximum visitation is made up of a lot of small rooms.
  - Major noted that current setup is useful. Used for staging.
  - All rooms in visitation need to be warmer and welcoming as well as outdoor visitation area.
  - Outdoor space could be captured for additional use if needed. Limited use today.
  - Major noted area west of Medium Visitation could be used for outdoor Visitation Incentive Area use since it's fenced.
- Next Steps:
  - Continue review of additional areas at next meeting. (3/30/22)

Meeting Minutes by: Rick Wise and Brooke Martin



## Meeting Minutes

<b>Project:</b>	<b>KDOC Juvenile Facilities Study</b>						
<b>Project No.:</b>	037-023-21						
<b>Meeting Date:</b>	Varies						
<b>Location:</b>	Virtual Teams Meeting						
<b>Attendees:</b>	<table border="0"> <tr> <td><b>KDOC</b></td> <td>Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito</td> </tr> <tr> <td><b>Clark &amp; Enersen Dewberry</b></td> <td>Rick Wise Brooke Martin Brad Hall</td> </tr> <tr> <td><b>Not Present</b></td> <td>Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt</td> </tr> </table>	<b>KDOC</b>	Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito	<b>Clark &amp; Enersen Dewberry</b>	Rick Wise Brooke Martin Brad Hall	<b>Not Present</b>	Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt
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<b>Clark &amp; Enersen Dewberry</b>	Rick Wise Brooke Martin Brad Hall						
<b>Not Present</b>	Hope Cooper, Mike Monaghan, Justin Gillom, Brandon Lee, Bruce Omtvedt						

### RENOVATE KJCC - MEETING 4

**3-30-22: Notes below are based on discussion. Brooke presented space requirement chart on screen. (attached)**

Next Brooke moved on to the KJCC Renovate discussion and continued review of the current plan and the Space Requirement Chart. Comments included:

- Education Areas:
  - Could have more natural light/skylights.
  - Could have sound baffles in the vocational space.
  - Discussed different furniture options for classrooms for specific needs.
  - **Brooke to develop a list of questions to send to Mike M.**
- Recreation Areas:
  - No complaints about barbershop space.
  - Potential Walk-in Store to be added.
  - Need better acoustic control in the gym. Stage would be nice.
    - Need more space if a game is going on for those not playing basketball.
    - No other activities available.
    - Could look at playing half court
    - No way to split the Gym now
    - Half of locker room area is used for school storage.
    - Bathrooms are accessible. Unisex use.
    - Shower area used for storage.



## Meeting Minutes

- 30 kids in gym at any one time.
- Discussed Restricted Housing area.
  - Noted that both Outdoor Rec areas are being used. One to SW is for one specific individual to reduce transport issues.
  - Generally used as needed.
  - Not currently using all 10 rooms.
- Activity Room beside Gym is used as staff breakroom.
- Need more storage.
- Outdoor Rec.
  - Noted that detention area north of the Laundry area.
  - Look at old basketball area west of Mental Health building and addition of tables for 1 on 1 meetings.
  - Noted that sidewalks need repair in this area.
  - Looking to plant 20 apple trees west of Spiritual Life Center.
- Noted that having a covered walk from Laundry to main building to provide protection from the elements.
- Looking at adding a paved area east of the Spiritual Life Center
- Looking at improving the gazebo area. Add a grill.
- Spiritual Life Center getting some minor renovations in near future.
- Laundry and adjacent buildings need to have fire suppression added.
  - Will be considered when commissary building is renovated.

Note that the meeting was stopped due to technical issues. The meeting was scheduled to resume on April 13<sup>th</sup>. Those notes are provided below:

**4-13-22: Notes below are based on discussion. Brooke presented space requirement chart on screen. (attached)**

Next Brooke moved on to the KJCC Renovate discussion and continued review of the current plan and the Space Requirement Chart. Comments included:

- Recreation Areas: (continued)
  - Getting residents to the north detention area is problematic (distance)
    - Used to use for Running Free program.
  - Make outdoor space more multifunctional. (Pickleball, frisbee golf)
  - Fitness center for staff with basketball.
  - Look at adding a greenhouse.
  - Exterior weights.
  - Need a restroom out by north gate.
- Next Steps:
  - Next meeting scheduled for 4/18/22 at 11:00 am-12:00pm.
  - Meeting Minutes by: Rick Wise and Brooke Martin



## Meeting Minutes

<b>Project:</b>	<b>KDOC Juvenile Facilities Study</b>								
<b>Project No.:</b>	037-023-21								
<b>Meeting Date:</b>	4/18/2022								
<b>Location:</b>	Teams Virtual Meeting								
<b>Attendees:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;"><b>KDOC</b></td> <td>Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito Justin Gillom Brandon Lee</td> </tr> <tr> <td><b>Clark &amp; Enersen</b></td> <td>Rick Wise</td> </tr> <tr> <td><b>Dewberry</b></td> <td>Brooke Martin</td> </tr> <tr> <td><b>Not Present</b></td> <td>Hope Cooper, Mike Monaghan, Brad Hall, Bruce Omtvedt</td> </tr> </table>	<b>KDOC</b>	Megan Milner Major David Bissell Soliel Wall Marissa Reinbold April McCollum Mary Johnston Candice Byrd Mike Gaito Justin Gillom Brandon Lee	<b>Clark &amp; Enersen</b>	Rick Wise	<b>Dewberry</b>	Brooke Martin	<b>Not Present</b>	Hope Cooper, Mike Monaghan, Brad Hall, Bruce Omtvedt
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<b>Clark &amp; Enersen</b>	Rick Wise								
<b>Dewberry</b>	Brooke Martin								
<b>Not Present</b>	Hope Cooper, Mike Monaghan, Brad Hall, Bruce Omtvedt								

### RENOVATE KJCC - MEETING 5

**4-18-22: Notes below are based on discussion.**

Brooke reviewed planned improvements for KJCC that have been provided/discussed. (list attached) Noted that future meeting will show how these might be incorporated into a renovated KJCC facility.

- Mike noted that he and Megan are reviewing the planned list this week and Mike will send once prepared.

General comments included:

- For Training Facility, noted that self-defense training in a room designed with appropriate padded materials.
- Discussed that the North Guard shack will require an addition for restroom.
- Look to update the desk area at main check-in point to KJCC.
  - Glass screens like at a bank.
  - More protection for staff.
  - Still needs to be warm and welcoming.
- Need to plan for a dedicated mother's room for staff.
  - Can be inside or outside the secure perimeter.
- Discussed need for dayroom space for renovated infirmary. Dependent on how long they would be there.
  - Mike noted need to evaluate overall infirmary space.
  - Megan questioned if need justified expense.



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## Meeting Minutes

- Maybe just expand space only. Limited space available.
- Discussed visitation and having family space in a separate room.
- Would like to add space for recycling.

Brooke noted that we are  $\frac{3}{4}$  through all of the meetings at this point.

Starting to pull together a draft document in next several weeks.

Meeting Minutes by: Rick Wise and Brooke Martin



## Meeting Minutes

<b>Project:</b>	<b>KDOC Juvenile Facilities Study</b>								
<b>Project No.:</b>	037-023-21								
<b>Meeting Date:</b>	4/28/2022								
<b>Location:</b>	Virtual Teams Meeting								
<b>Attendees:</b>	<table border="0"> <tr> <td><b>KDOC</b></td> <td>Mike Gaito Megan Milner Major David Bissell Soliel Wall Mary Johnston Candice Byrd Mike Monaghan</td> </tr> <tr> <td><b>Clark &amp; Enersen</b></td> <td>Rick Wise</td> </tr> <tr> <td><b>Dewberry</b></td> <td>Brooke Martin Brad Hall, Bruce Omtvedt</td> </tr> <tr> <td><b>Not Present</b></td> <td>Hope Cooper, Brandon Lee, Marissa Reinbold, Jeff Gillom, April McCollum,</td> </tr> </table>	<b>KDOC</b>	Mike Gaito Megan Milner Major David Bissell Soliel Wall Mary Johnston Candice Byrd Mike Monaghan	<b>Clark &amp; Enersen</b>	Rick Wise	<b>Dewberry</b>	Brooke Martin Brad Hall, Bruce Omtvedt	<b>Not Present</b>	Hope Cooper, Brandon Lee, Marissa Reinbold, Jeff Gillom, April McCollum,
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### COST ESTIMATING MEETING

**4-28-22: Notes below are based on discussion.**

Brooke reviewed conceptual graphics that are in progress for the different project scopes.

Brooke reviewed the overall probable estimate format being used for the 3 project scopes.

Highlights included:

- Using cost ranges to accommodate some flexibility.
- Mike noted that escalation needs to get to July 2024. For fiscal year 2024 – then design team should estimate the design schedule and ensure this escalation represents the bid month.
  - Mike asked what the timing to design/document something like this scope. 12 months.
  - Escalation needs to be added to accommodate design and documentation.
- Need to state that land costs are not included. Utility costs are not included.
  - Need to add utility costs internal to the site, not utility costs getting to the site.
- Discussed that costs should anticipate that the project is a greenfield site. (outside secure perimeter)
- Megan noted that today's population is at 148. Need to include language that a 4<sup>th</sup> site may be required. 3 – 50-bed facilities may not be enough.
- Need to add perimeter fence costs in a separate column.
- Costs for renovating KJCC shouldn't be in chunks larger than \$30 million. Maybe up to \$40-\$50 million for one or two phases.
- Megan will send us a separate commissary building information.



Architecture \ Engineering \ Interior Design \ Landscape Architecture \ Planning

## Meeting Minutes

- Brooke to send out the KJCC Renovation Itemized spreadsheet for Megan and others to review, prioritize, and provide comment.
  - Prioritization back in 1 week of receipt.
  - Need staffing operational costs soon as well.

Meeting Minutes by: Rick Wise and Brooke Martin

