

**GARLAND COUNTY, ARKANSAS
REQUEST FOR PROPOSALS – JAIL PLANNING SERVICES**

DATE

**REQUEST FOR PROPOSALS
(RFP)**

"NEEDS ASSESSMENT STUDY"

GARLAND COUNTY, ARKANSAS

**LARRY WILLIAMS
501 OUACHITA AVENUE, ROOM 210
HOT SPRINGS, AR 71901
501-622-3600**

larry@garlandcounty.org

GARLAND COUNTY, ARKANSAS

REQUEST FOR PROPOSALS – JAIL PLANNING SERVICES

PURPOSE

Garland County is seeking jail planning consultant services to construct a new adult detention center or expand its existing facility. The purpose of this Request for Proposals is to receive information from criminal justice consulting firms interested in working on the future project.

PROJECT BACKGROUND & DESCRIPTION

The existing Garland County Jail was built in 1986 to accommodate 88 inmates. The average daily population is currently 230. The increase in population has been accommodated via double and triple bunking and placing a considerable number of inmates on the floor. There are currently 32 security staff assigned to the facility including supervisory personnel. On an average day, this results in approximately three to four security personnel available in the facility. Inmate transportation duties routinely take deputies away from the jail to bring inmates to Court, medical appointments or other out of facility meetings.

The Garland County Jail is a grossly crowded facility that is a combination of linear and remote surveillance inmate management. Sight lines throughout the jail are hindered by extensive blind spots, poor lighting, ineffective floor control rooms and a support system that was not designed to accommodate the current levels of inmate population.

In August 2008, Garland County, Arkansas presented voters with two separate proposals for a new Adult Detention Center. The first proposal was for the approval of a new Adult Detention Center, an improved public safety communications system, and related public safety improvements. Voters approved the proposals; however, they disapproved the methodology for funding these projects. Since that time the Sheriff, Jail Administrator and Quorum Court members attended the Planning of New Institutions program conducted by the National Institute of Correction. County officials have visited numerous detention centers and jails both in and out of state. In response to a recommendation made by a National Institute of Corrections team, Garland County Judge Larry Williams created a Criminal Justice Coordinating Committee consisting of members of the Criminal Justice Community and the public to assist Sheriff Larry Sanders in the design of a new jail. This committee has recommended the employment of a jail planning firm.

GARLAND COUNTY, ARKANSAS

REQUEST FOR PROPOSALS – JAIL PLANNING SERVICES

The scope of work for the Garland County Detention Assessment Study will include but not be limited to the following items:

1. Analysis of previous jail studies for Garland County, e. g., Rosser Study;
2. Inventory and assessment of current building;
3. Data gathering and analysis;
4. Forecasting capacity requirements;
5. Space and operational requirements for a future facility;
6. Site Selection for a future facility;
7. Project cost for a future facility;
8. Public relations, and
9. Preparation of a Final Report with recommendations.

Garland County anticipates the need to develop a new facility. The size and character of that project has not been determined at this time. Garland County expects to have decisions on these matters by _____ and is interested in selecting a consulting firm to begin working with county officials during this development stage of this project.

REQUEST FOR PROPOSALS

Garland County is seeking formal proposals and statements of qualifications from consulting firms interested in being considered and evaluation for the project.

The proposal should include a statement regarding the firm's approach to the corrections project and detail not only the firm's experience but should identify the proposed project staff and their experience on corrections and law enforcement projects.

PROPOSAL CONTENTS

1. Title Page
2. Letter of Introduction
3. Table of Contents
4. Firm's Approach to Corrections Projects
5. Staff Assignment to the Project
6. Experience in Similar Criminal Justice and Detention Facility Projects
7. References

GARLAND COUNTY, ARKANSAS

REQUEST FOR PROPOSALS – JAIL PLANNING SERVICES

SUBMITTING THE PROPOSAL

Submissions should be made in a package clearly marked with the identification of **“REQUEST FOR PROPOSALS, GARLAND COUNTY JAIL PLANNING CONSULTANT”**. Please submit ten (10) copies of your presentation to the County Judge’s Office.

The deadline for submitting your qualification is ____PM, _____. Proposals received after this date and time will not be considered. At that time all proposals will be opened and analyzed by staff. Summary information will be prepared by staff and submitted to an evaluation and selection committee.

For information and questions please contact Garland County Judge Larry Williams, 501 Ouachita Avenue, Room 210, Hot Springs, AR 71901, 501-622-3600, larry@garlandcounty.org

SELECTION

In accordance with Arkansas law, Garland County will evaluate the qualifications of each firm based on the following:

1. The specialized experience and technical competence of the firm with respect to the type of professional services required.
2. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules and deadlines.
4. The firm’s proximity to and familiarity with the area in which the project is located.

A detailed cost proposal is not required at this time and will not be considered as a part of selection process. Garland County anticipates negotiating a total project fee with the selected firm after the selection process has been completed.

RESERVATIONS

Garland County and the evaluation team reserve the right to reject any and all proposals, and to waive informality, technical defect, or clerical error in any proposal, as the interest of the county may require. They reserve the right to select a group of firms for a future selection process.

GARLAND COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER