

103 CMR: DEPARTMENT OF CORRECTION

103 CMR 907.00: COUNTY CORRECTIONAL FACILITIES -- PLANNING PROCEDURE FOR NEW CONSTRUCTION AND RENOVATION

Section

- 907.01: Letter of Intent
- 907.02: Program Statement
- 907.03: Submission of Plans and Specifications
- 907.04: Final Review and Approval
- 907.05: Technical Assistance
- 907.06: Grants-in-aid, Subsidies

907.01: Letter of Intent

Whenever the Sheriff/Parent Agency of any county has, by resolution or other formal action, indicated an intent to build, remodel or repair any county correctional facility, and the estimated aggregate cost of such work totals \$200,000 or more, a letter of intent shall be filed with the Commissioner within 30 days. The letter of intent shall specify the county correctional facility involved, the intended building, remodeling or repair, a copy of the architect's plans or drawings, and the estimated cost thereof.

907.02: Program Statement

(1) New Facilities. As soon as practicable after the filing of the letter of intent, the Sheriff/facility administrator and the architect shall develop a facility program statement as part of the preliminary planning phase for construction of a new facility. The program statement shall include, but not be limited to, a description of the following:

- (a) type of facility needed;
- (b) maximum rated capacity of facility based on project needs;
- (c) types of inmates to be housed;
- (d) inmate movement within the facility and entry and exit from security areas;
- (e) description of living units;
- (f) food preparation and serving;
- (g) intake and booking area;
- (h) visiting attorney interview area;
- (i) medical and psychological examination area;
- (j) activities area for exercise and rehabilitation programs;
- (k) cleaning and laundering area.

(2) Renovations. Where renovation, repair or remodeling is contemplated, the program statement may omit description of any of 103 CMR 907.02(1)(a) through (k) unaffected by the contemplated work.

907.03: Submission of Plans and Specifications

After the initial planning phase, each subsequent set of plans and specifications, including the final working plans and specifications, shall be submitted in duplicate to the Commissioner.

907.04: Final Review and Approval

The Commissioner shall review, comment upon, and approve or disapprove all plans for the renovation, remodeling or repair of existing facilities where it is anticipated that such work will cost \$200,000 or more, and for the construction of new facilities.

907.05: Technical Assistance

The Commissioner shall provide consultation services for the design and construction of facilities, studies and surveys of program and administration, and other technical assistance throughout the planning and construction or renovation of county correctional facilities.

103 CMR: DEPARTMENT OF CORRECTION

907.06: Grants-in-aid, Subsidies

The Commissioner shall develop and administer, in cooperation with the County Commissioners and Sheriff/facility administrators, programs of grants-in-aid or subsidies for construction or renovation of county correctional facilities, whenever the Commissioner deems it feasible.

REGULATORY AUTHORITY

103 CMR 907.000: M.G.L. c. 124, § (1), (c), (d) and (q); c. 127, §§ 1A and 1B.