



**County of Orange
Health Care Agency**

**Behavioral Health Services
Mental Health Services Act**

Capital Facilities Project Proposal



Table of Contents

Table of Contents.....	Page 2
Exhibit 1: Face Sheet.....	Page 3
Exhibit 2: Project Proposal Narrative	Page 6
Exhibit 3: Project Details	Page 12
Exhibit 4: Capital Facilities Project Proposal Fact Sheet.....	Page 20
Exhibit 5: Sample Budget Summary	Page 22
Exhibit 6: Sample Project Timeline	Page 25
Exhibit 7: Annual Status Report	Page 26

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Exhibit 1

CAPITAL FACILITIES PROJECT PROPOSAL FACE SHEET

**MENTAL HEALTH SERVICES ACT (MHSA)
THREE-YEAR PROGRAM and EXPENDITURE PLAN
CAPITAL FACILITIES PROJECT PROPOSAL**

County: Orange

Date: _____

County Mental Health Director:

Mark Refowitz
Printed Name

Signature

Date: _____

Mailing Address: 405 W. 5th Street, Santa Ana, CA 7th Floor

Phone Number: (714) 834-6032 Fax: (714) 834-5500

E-mail: mrefowitz@ochca.com

Contact Person: Kate Pavich

Phone: (714) 667 – 5616

Fax: (714) 667 – 5612

E-mail: kpavich@ochca.com

County Certification

I hereby certify that I am the official responsible for the administration of Community Mental Health Services in and for Orange County and that the following are true and correct:

- 1) The County has applied for Mental Health Services Act (MHSA) Capital Facilities Funds to (construct, purchase and/or renovate) a building at 401 South Tustin Street, Orange CA 92866.
- 2) The intended use of this building is to provide mental health services for three programs: Crisis Residential, Wellness/Peer Support Center, and Education and Training Center.
- 3) All necessary outside sources of funding have been secured and the MHSA Capital Facilities Funds requested in this Project Proposal will only be used to purchase, construct, and/or renovate those portions of the property that will be used for the provision of MHSA services.
- 4) The building will be used to provide MHSA funded services and will expand the County's ability to provide mental health services.
- 5) For acquisition/construction, Orange County will be the owner of record.
- 6) For any proposed renovations to privately owned buildings, the building is dedicated and used to provide MHSA services and the costs of renovation are reasonable and consistent with what a prudent buyer would incur.
- 7) This building will be dedicated to the provision of MHSA services for a minimum of 20 years.
- 8) Compliance with the procurement procedures pursuant to the California Government and Public Contract Code were followed when Capital Facilities funds were used to renovate buildings owned by private entities.
- 9) The County will comply with federal, state, and local procedures for procuring property, obtaining consulting services, and awarding contracts for any acquisition, construction, or renovation project using Capital Facilities funds.
- 10) The building will comply with all relevant federal, state, and local laws and regulations, including, but not limited to zoning, building codes and requirements, fire safety requirements, environmental reports and

requirements, hazardous materials requirements, the Americans with Disabilities Act requirements, California Government Code Section 11135 and other applicable requirements.

- 11) Orange County agrees to maintain and update the building as necessary for a minimum of twenty years without requesting additional State General Fund funds to do so.
- 12) Mental Health Services Act funds were used in compliance with Title 9 California Code of Regulations (CCR) Section 3410, Non-Supplant.
- 13) The County certifies it has adequate resources to complete its Roadmap for moving toward an Integrated Information Systems Infrastructure through an EHR, as described in the Technological Needs portion of this Component.
- 14) This Project has been developed with the participation of stakeholders, in accordance with CCR Sections 3300, 3310, 3315 (b), the public and our contract service providers.
- 15) All documents in the attached Project Proposal for Capital Facilities funding for the project to purchase, renovate, and/or construct a building at 401 South Tustin Street in Orange, California are true and correct.

Date: _____ **Signature** _____
Local Mental Health Director

Date: _____ **Signature** _____
Auditor and Controller

Executed at: _____

Exhibit 2

PROJECT PROPOSAL NARRATIVE

- 1. Briefly describe stakeholder involvement in identification and development of the proposed Capital Facilities Project and how the requirements of Title 9, CCR Sections 3300 and 3315(b) were met. Submit documentation of the local review process including any substantive recommendations and/or revisions to the proposed Project.**
 - If the proposed Project deviates from the information presented in the already approved Exhibits 2 and 3 of the Component Proposal, the County must describe stakeholder involvement and support for the deviation.**

Orange County has used Mental Health Services Act (MHSA) funds to develop services and programs that have moved our mental health system towards the goals of wellness, recovery, resiliency, and cultural competence. Orange County has had an extensive MHSA stakeholder process that involved a diverse cross-section of the community in the process of transformation. The Orange County Health Care Agency (HCA) conducted numerous stakeholder meetings for our Three-Year Community Services and Supports (CSS) Plan, CSS Growth Funding Plan, Workforce Education and Training (WET) Plan, Capital Facilities and Technological Needs Component Proposal, and Prevention and Early Intervention (PEI). During these meetings, the need for a Crisis Residential Program, a Wellness/Peer Support Center, and an Education and Training Center was recognized.

In 2005, a countywide community planning process was implemented to develop a plan for utilizing Mental Health Services Act funds. Orange County contacted a variety of local and national experts in the field of mental health transformation to participate in the planning process. Training and workshops were conducted on: "System Transformation" by Pat Risser, a nationally recognized mental health consultant; "Recovery-Based Planning" (presented to over 100 Orange County stakeholders) by Dr. Mark Ragins of the National Mental Health Association of Los Angeles; "Creating a Recovery Culture Through Empowerment" by Dr. Dan Fisher of the National Empowerment Center, and; "Life in Order: A Mental Health Wellness Presentation" by author and consumer, Tom Wooton.

In 2005, as the planning process for CSS funds began, Orange County formed an MHSA Steering Committee. This 62 member committee is composed of community members, consumers, and family members and represents a diverse cross-section of the community. Members are from law enforcement, education, health care, substance abuse and recovery services, employment, ethnic services, and housing and serve a range of ages from children to older adults. The Committee receives information about the status of MHSA funding

availability, component requirements, and the status of Orange County MHSA program implementation and is asked to make timely, effective decisions that maximize the amount of funding secured by Orange County. The Steering Committee has reviewed presentations specifically on Capital Facilities and Technology at meetings held on October 12, 2007 and on February 4, March 6, April 7, May 5, June 2, July 7, August 4, September 8, October 6, November 3, and December 1, 2008.

In addition, Orange County consulted with executive directors and program staff to collect information about recovery based services and system transformation, specifically, crisis residential programs, wellness centers, and consumer training programs. Tours were conducted for MHSA staff, consumers, and family members to observe programs and receive on-site training. These site visits included: Choices Recovery Services in Long Beach, The Mental Health Association Wellness Center and Village in Long Beach, Jefferson Transitional Programs in Riverside, Turning Point Crisis Center in Oceanside, Community Service Programs, Inc. Youth Shelter in Laguna Beach, the Vista Balboa Crisis Center in San Diego and Halcyon Center in El Cajon. Orange County staff and consumers also visited Recovery Innovations, Inc. in Maricopa County, Arizona to participate in their "METAmersion Training: A Learning Centered Experience in Recovery" and tour their crisis residential program, recovery opportunity center, and housing services. Recovery Innovations, Inc. also provided a one-day training in Orange County on recovery and transformation to over 100 employees, consumers, and family members.

Early in the CSS planning process there was also a recognized need for a committee of consumers, family members, and community members to represent the consumer voice in Orange County. A Community Action Advisory Committee (CAAC) of approximately 30 consumers, family members, and community members was formed in 2006 to assist the Health Care Agency's (HCA) staff in implementing MHSA funds. CAAC's main role is to advise HCA staff on issues related to the delivery of MHSA-funded services in Orange County. CAAC supports HCA in ensuring that the services are high quality, accessible, culturally competent, consumer-driven, consumer and family-centered, recovery and resiliency-based, and cost-effective. CAAC meetings are currently held once a month at the MHSA Offices. In addition, an agenda planning meeting is held once a month for MHSA staff and CAAC executive members.

The CAAC meetings are open to the public and have been used on a regular basis to collect community input so that Orange County is better equipped to serve its consumers. The CAAC members have taken part in tours of the MHSA-funded Full Service Partnership programs and the mental health clinics in Orange County. Based on CAAC member's experiences and perceptions of the facilities they toured, the committee developed recommendations for improving

services. Committee members have also shared their findings and recommendations with the Behavioral Health Services Executive Team.

CAAC has been actively involved in discussions regarding the use of Capital Facilities funds. Orange County staff have presented information, answered questions, and taken recommendations regarding Capital Facilities funds at the September 4, September 18, October 2, October 16, November 6, and December 4, 2007 CAAC meetings and at the January 15, February 5, March 4, April 1, May 6, June 3, and July 1, July 15, August 5, August 19, September 2, October 7, November 4, and December 2, 2008 CAAC meetings. Members of the CAAC also participated in a tour of the facility at the 401 S. Tustin Street site on August 22, 2007 and unanimously supported the development of the site for MHSA programs, especially a wellness/peer support center. In addition, CAAC representatives were selected to be members of the 401 S. Tustin Street Architectural Design Committee, which made recommendations regarding the design and construction of this project.

In November 2007 the architects, Alexander+Hibbs, AIA, Inc., began meeting with Health Care Agency (HCA) staff to discuss program needs and space requirements. Later, the Architectural Design Committee was created and included staff from HCA, Orange County Public Works, and consumer representatives. The meetings commenced on April 21, 2007 to discuss the design process, programs to be housed at the site, MHSA funding process, and a project timeline. On November 5, 2008, Alexander+Hibbs published the HCA 401 S. Tustin Campus Architectural Program report which was developed with the input and review of staff, administrators, and consumers on the Architectural Design Committee. The committee participated in meetings to define goals and assumptions, set priorities, and establish requirements for each functional area of the new facilities. Consumers were actively involved in this process and made critical recommendations regarding this project.

In the fall of 2006, a planning process was conducted to develop the proposal for \$9,030,400 in additional FY 2007/08 CSS Growth Funding. A consumer-run Wellness Center was one of the new programs identified for use of these funds. An expanded stakeholder process was created through the development of a Wellness Center Planning Committee. Subject matter experts presented information on wellness and recovery centers and actively participated in the planning process. These experts included Richard Krzyzanowski from the Los Angeles County Department of Mental Health; Catherine Bond, Acting Director of Project Return, Peer Support Network; Bill Slocum, Associate Director of the consumer run Discovery Wellness Center; John Travers, Executive Director of the Wellness Center, Long Beach, Ken Dudek, Executive Director of Fountain House; Jim Hurley, Coordinator of the Stanislaus County Wellness Recovery Center; Dr. Daniel Fisher, Executive Director of the National Empowerment

Center, and; Patti Pettit, Program Director for Orange County Opportunity Knocks.

The Wellness Center Planning Committee identified a comprehensive list of components that should be included in a Wellness Center. These included a nourishing culture, a “green” facility, a safe place, non-discriminatory organizational structure, a non-hierarchical staffing, and a wellness center advisory board made up of at least 51% consumers. Recommendations were also developed on core services, specialized services, membership, funding, facility design, and ways to achieve a culturally competent Wellness/Peer Support Center that is consumer-directed, supports recovery and resiliency, produces desired outcomes, and is accountable to the community. The Wellness Center Planning Committee met in 2007 on June 6, June 25, June 27, July 10, July 11, August 6, and August 16. There were also additional stakeholder meetings to further explore the Wellness Center. On July 11, 2007, Dr. Dan Fisher conducted a workshop on “Recovery: From Dream to Reality” and shared ideas on developing a lasting culture of recovery. Stakeholders also met on August 29, 2007 to review the final recommendations of the Wellness Center Planning Committee and secure information from County contract staff on the Request for Proposal process and the timelines for the MHSA funding components. Over 200 stakeholders attended this meeting. On September 29, 2008, the Wellness Center Planning Committee met to get an update on the design and construction plans for the 401 S. Tustin facility and to make recommendations for consumer use of the site.

As a result of this meeting, MHSA developed a website to post information on Capital Facilities and recently created a new link for the 401 S. Tustin St. facility. The link has copies of architectural diagrams, Architectural Design Committee meeting minutes, and “green” construction information related to this project.

Stakeholders were also involved throughout the planning process for Workforce Education and Training (WET). At the February 14, 2008 WET meeting, staff discussed utilizing the property for a Recovery Education Institute and housing MHSA Training Program staff, especially the Consumer Employee Advocate and benefits specialist at the site. A stakeholder meeting was also conducted on April 22, 2008 which over 130 stakeholders attended. The meeting addressed locating an Education and Training Center at the 401 S. Tustin St. facility in a third building proposed by the architects. This was unanimously approved. In addition, consumers, family members, and staff participated in tours of the site to look at the condition of the property, review possibilities for programming, and make recommendations.

A Capital Facilities and Technology Advisory Committee also met from August 14, 2007 to October 15, 2007. Staff from MHSA, Behavioral Health Services, Information Technology, Public Works, Contracts, and consumer consultants

participated in these meetings. The committee met regarding programs that would be housed on the identified property, constructing a “green” facility, developing a timeline, Requests for Proposals, ways to involve stakeholders, and finally, determining the percentage of funds to be allocated for capital facilities and for technology. Workgroups were subsequently held to provide input on specific issues (e.g. facility repairs, contracts, architectural design, etc.).

The use of Capital Facilities funds was also presented to the Orange County Mental Health Board (MHB) on August 22 and September 26, 2007 and on January 23, February 20, October 22 and November 26, 2008. Updates have been given at monthly MHB meetings when requested. The MHB conducted a Public Hearing to approve the Capital Facilities and Technological Needs Component Proposal on July 10, 2008. The Proposal was unanimously approved. On August 15, 2008, the Department of Mental Health approved the Orange County Capital Facilities and Technological Needs Component Proposal.

Orange County has conducted an extensive stakeholder process to ensure that the Component Proposal and the Project Proposal have been developed with participation of the public and with contract service providers in accordance with section 3300, 3310, and 3315 of the California Code of Regulations.

2. Explain how the proposed Capital Facilities Project supports the goals of the MHSA and the provision of programs/services contained in the County’s Three-Year Plan including consistency with the County’s approved Capital Facilities segment of the Capital Facilities and Technological Needs Component.

Funds for Capital Facilities will allow Orange County to create an infrastructure dedicated to the mental health needs of consumers, increase the number of consumer-run facilities, and develop a community-based less restrictive setting that will reduce the need for hospitalization and incarceration. The funds will also provide facilities for much-needed programs that have been identified as priorities by Orange County stakeholders. Developing a Crisis Residential Program, Wellness/Peer Support Center, and an Education and Training Center supports MHSA goals, produces long-term impacts with lasting benefits, and expands accessible community-based services for consumers and their families. A County-owned property was selected to house these three programs and stakeholders supported using a majority of the Capital Facilities funds to develop a campus for providing MHSA services. The balance of the Capital Facilities funds will be used for additional capital projects that are in the planning stages. Stakeholders will meet at a later time to decide how the remainder of the funds will be spent.

Regular meetings were conducted with our 62 member Steering Committee, Community Action Advisory Committee, Wellness Center Planning Committee,

Capital Facilities and Technology Advisory Committee, and Mental Health Board to discuss locating the recommended programs at the identified site. The property is 42,000 square feet, is centrally located, and has specific Conditional Use Permits necessary for the proposed programs. However, the condition of the buildings is poor due to mold caused by flooding, termite damage, problems with roofing, and seismic conditions. An Architect-Engineering firm was hired to assess the site and it was determined that it would be “highly impractical” to remodel the existing facility. The architects recommended new construction which included: 1.) A 9,250 square foot Crisis Residential Program to serve as an alternative to hospitalization for acute and chronic mentally ill persons. This would be a voluntary program offering services 24 hours a day, seven days a week. This facility would house 15 beds for both male and female adults and would be designed for short-term crisis intervention; 2.) A 7,600 square foot consumer-run Wellness/Peer Support Center to offer assistance with benefits, employment, socialization, and self-reliance. This would fill the gap in the service system by supporting relatively stable consumers with their recovery, and; 3.) A 7,500 square foot Education and Training Center, which would provide support to consumers and their families who aspire to a career in mental health. The program will offer education and training to develop the skills needed to work in the public mental health system. All of the stakeholder groups supported the development of the property for these programs.

Stakeholders were also involved through the Workforce Education and Training planning process. They discussed how to utilize the property for a Recovery Education Institute and to house MHSA Training Program staff, especially the Consumer Employee Advocate and benefits training specialists. A stakeholder meeting was also conducted to specifically address locating an Education and Training Center at the site and this was unanimously approved. In addition, consumers, family members, and staff toured the site to look at the condition of the property, review possibilities for programming, and make recommendations.

A Capital Facilities and Technology Advisory Committee also met for several months regarding programs that would be housed on the identified property, constructing a “green” facility, developing a timeline, Requests for Proposals, ways to involve stakeholders, and finally to determine the percentage of funds to be allocated for Capital Facilities and Technological Needs.

Exhibit 3

PROJECT DETAILS

Answer the following questions as appropriate to the Project Proposal.

Project Title: 401 S. Tustin

Project Address: 401 South Tustin Street, Orange, CA 92866

- 1) **Describe the type of building(s) and whether the building is being acquired with/without renovation or whether the Project is new construction.**

This project will be new construction. An existing County owned property at 401 S. Tustin St. in the City of Orange was selected to develop a campus setting. The campus will be developed with greenbelts, walkways, and outdoor activity areas. New construction will include surface parking, underground utilities, sidewalks, landscape, landscaping irrigation, fire lanes, recreation areas, shade shelters, area lighting, building security, signage, and perimeter walls. The following four buildings will be included at the site:

- A. A 9,250 square foot Crisis Residential Program to serve as an alternative to hospitalization for acute and chronic mentally ill persons. This would be a voluntary program offering services 24 hours a day, seven days a week. This facility would house 15 beds for both male and female adults and would be designed for short-term crisis intervention.
 - B. A 7,600 square foot consumer-run Wellness/Peer Support Center to offer assistance with benefits, employment, socialization, and self-reliance. This would fill the gap in the service system by supporting relatively stable consumers with their recovery.
 - C. A 7,500 square foot Education and Training Center, which would provide support to consumers and their families who aspire to a career in mental health. The program will offer education and training to develop the skills needed to work in the public mental health system. All of the stakeholder groups supported the development of the property for these programs.
 - D. A 750 square foot Maintenance building where general site maintenance equipment will be held.
- ***If the proposed building is being acquired and renovated, describe the prior use and ownership.***

401 S. Tustin St. was acquired by Orange County in 1998 for use by the Social Services Agency as an Interim Care Facility for youth. The County of Orange currently owns the property.

- ***If the proposed project involves renovation of an existing facility, indicate whether it is County owned or owned by a private entity.***

Orange County is the owner of record for 401 S. Tustin Street, Orange, CA, 92866.

- ***Describe the scope of the renovation and the method used to ensure that the costs of the renovation are reasonable and consistent with what a prudent buyer would incur. If privately owned, include a description of the private entity's efforts in determining the cost of renovation.***

The Orange County Health Care Agency (HCA) is planning to construct a new facility located at 401 South Tustin Street in Orange. The three existing buildings will require demolition and the entire site will be renovated. The new facility will include a Crisis Residential Program, a Wellness/Peer Support Center, an Education and Training Center, a Maintenance Building, and an Emergency Generator and Enclosure. The project will also include approximately three acres of site improvements including surface parking, underground utilities, sidewalks, landscaping, landscape irrigation, fire lanes, recreation areas, area lighting, building security, signage and perimeter fencing. The project excludes improvements within the boundary of Santiago Creek, except for demolition required to perform improvements within the property that is above the average high flood plane water line.

A Validation Study dated October 15, 2008 established that the most prudent decision was to develop a new facility in lieu of remodeling the existing facility. Some of the findings are as follows:

- a) Reconstruction costs for the project will be equal or possibly greater than new construction due to the age and condition of the existing facility as detailed in the report.
- b) Existing buildings are not built to current codes and would have to be upgraded as part of the remodel work.
- c) Reconstruction will actually extend the construction schedule of the project, increasing general condition costs. An extended schedule is due to the phasing required by reconstruction because it needs to be accomplished in steps, including protection of components to be salvaged.

- d) Reconstruction will not readily accommodate the proposed programs. Demolition and new construction of large areas of the buildings would still be required.
- e) Unknowns such as dry rot and/or termite infestation tend to be uncovered during reconstruction, requiring replacement of these damaged materials. These costs are passed on to the project in the form of change orders.
- ***When the renovation is for treatment facilities, describe how the renovation will result in an expansion of the capacity/access to existing services or the provision of new services.***

The existing service system has an overwhelming numbers of clients, many of whom are relatively stable. Relatively stable clients may find themselves in crisis and thus may be in need of support for establishing a solid support base. The Crisis Residential program is one of many MHSA programs to be implemented in Orange County that will provide that solid support base to clients on their road to recovery, and help to maintain their stability and provide support options not previously available within the public mental health service delivery system.

A Wellness/Peer Support Center will provide new services by filling the gap in the service system through supporting relatively stable consumers with personalized socialization, relationship building, assistance with maintaining benefits, employment and educational opportunities, educational support sessions provided by community volunteers and a range of weekend, evening and holiday social activities. The ultimate goal is to reduce dependence on the mental health system and increase self-reliance by building a healthy network of support systems. This proposed major system change offers an opportunity to establish a solid link between service providers, clients, families, and the diverse community of Orange County. In addition, it is expected to facilitate access to a greater array of dependable recovery support options for the most stable consumer.

The Education and Training Center will be comprised of the Recovery Education Institute and the Behavioral Health Training Department. The Recovery Education Institute will be a consumer operated educational center that will provide direct links to employment opportunities and educational programs related to working in the mental health field. Supportive services will be provided that are necessary to ensure that consumers and family members make informed choices regarding their education, career goals, application for benefits, and work incentives. These services will support whatever additions or modifications to a standard educational environment are needed to provide the highest level of education.

The Education and Training Center will also house the Behavioral Health Training Department, particularly those training services that support consumer training and employment. This will include consumer employment support staff, benefits training staff and office support for both the Recovery Education Institute and the Behavioral Health Training Department staff.

- ***When the renovation is for administrative services, describe how the administrative offices augment/support the County's ability to provide programs/services, as set forth in the County's Three-Year Plan.***

The Education and Training Center's administrative offices will house administrative staff who will provide supervision, contract monitoring and evaluation for consumer-operated services, including the Recovery Education Institute and training provided by consumers and family members as described in the Orange County Workforce Education and Training Three-Year Program and Expenditure Plan. In addition, consumer employment support services will be housed in this building. The staff employed in this latter program will promote the use of consumers in the workplace and provide advocacy and support to consumer employees and potential consumer employees who are students in the Recovery Education Institute. The administrative offices will be adjacent to the Recovery Education Institute. These staff will also develop and administer programs to promote career pathways for consumers and family members so that those persons can pursue rewarding careers in mental health.

- ***When the Project involves renovation of a privately owned building, describe and explain the method used for protecting the County's capital interest in the renovation and use of the property.***

This project does not involve the renovation of a privately owned building. The County of Orange owns the property and buildings on the site.

2) **Describe the intended purpose, including programs/services to be provided and the projected number of clients/individuals and families and the age groups to be served, if applicable. Complete all that apply.**

Age Group	Projected Client/Family Capacity
<input type="checkbox"/> Children	
<input checked="" type="checkbox"/> TAY	
<input checked="" type="checkbox"/> Adults	<p>The Wellness/Peer Support Center will serve approximately 500 unduplicated clients per year</p> <p>The Crisis Residential is a 15-bed facility that will serve 360 clients annually</p> <p>The Education and Training Center will provide educational services to 300-400 students per year</p>
<input checked="" type="checkbox"/> Older Adults	

Crisis Residential

Crisis Residential Services will provide a therapeutic environment and mental health services for persons between the ages of 18 and 59 with a serious mental illness who are at risk of hospitalization or in crisis. This will be a 15-bed facility and it is projected that it will serve 360 clients annually. The program will emulate a home-like environment in which intensive and structured psychosocial recovery services are offered 24-hours/day, 7 days/week. There will be assessment and treatment services that include, but are not limited to, crisis intervention, individual and group counseling, substance abuse education and treatment, case management, client-driven treatment planning, and discharge planning and referral. Target goals and objectives will assist the clients to move along the continuum of recovery by fostering client empowerment, hope, and expectancy of recovery from mental illness.

Wellness/Peer Support Center

The Wellness/Peer Support Center will be grounded in a recovery model that will enable services to be provided to a diverse client base. These services will facilitate and promote recovery and empowerment in mental health consumers. Recovery interventions will be client-directed and embedded within the array of services to include: individualized wellness recovery action plans, peer supports, social outings, and recreational activities. Services will be provided by clients. Wellness/Peer Support Center services will be based upon peer to peer support rather than reliance on professionals in a non-judgmental environment. A wide variety of weekend, evening, and holiday social activities will be provided for clients to increase socialization and encourage integration into the community. The ultimate goal is to reduce reliance on the mental health system and to

increase self-reliance by building a healthy network of support, which may involve the clients' family, friends, and significant others. The Wellness/Peer Support Center shall act as a support network during hours of the day when clients may find themselves isolated and/or without healthy social activities. Most often the needs of this population go overlooked and clients often receive medication-only services in a traditional treatment setting. Clients will be offered a broader range of personalized social development services that are culturally relevant and tie into the recovery model.

Education and Training Center

The Education and Training Center will provide educational services to 300-400 students per year. Workshop-type classes will be presented on topics related to daily living skills and work or education preparation skills of approximate 8-10 weeks in length to approximately 15-25 students at one time. Examples include workshops on illness management, medication knowledge, study skills, computer literacy, communication skills, managing personal finances, dressing for success, etc. Community college equivalent courses will be offered for one semester in length to approximately 15-25 students at one time on topics related to working in the mental health field. In addition, there will be five educational sessions per year, divided into two sessions in the fall, two sessions in the spring and one session in the summer, so that two sessions together can be combined to equal one college semester. Accommodations such as note-taking assistance, academic advisement for career pathways, and consumer support regarding public benefits, scholarships, and earned income will also be provided.

3) Provide a description of the Project location. If providing services to clients, describe the proximity to public transportation and the type of structures and property uses in the surrounding area.

The County plans to use Capital Facilities funds to develop a 42,000 square foot, County-owned property at 401 S. Tustin St., Orange, California 92866. The property is centrally located with easy access to public transportation. There are two bus stops that are located within two tenths of a mile from the facility. The property is zoned R-3 (for multi-family residential) and the surrounding land use includes: an apartment complex, a mobile home park, a church, an animal hospital, and commercial buildings.

4) Describe whether the building(s) will be used exclusively to provide MHSA programs/services and supports or whether it will also be used for other purposes.

- MHSA only
- MHSA and other services

The buildings will be used exclusively to provide MHSA programs, services, and supports to the consumers and family members residing in Orange County.

- ***If the building will be used for other purposes, the description should indicate the percentages of space that will be designated for mental health programs/services and supports and for other uses.***

None of the buildings on the site will be used for purposes other than providing MHSA programs and/or administrative support.

- ***Explain the relationship between the mental health programs/services and supports and the other uses, i.e., co-located services. (Note: Use of MHSA funds for facilities providing integrated services for alcohol and drug programs and mental health is allowed as long as the services are demonstrated to be integrated.)***

As stated above, none of the buildings on the site will be used for purposes other than MHSA programs and/or administrative support.

- 5) Describe the steps the County will take to ensure the property/facility is maintained and will be used to provide MHSA programs/services and/or supports, for a minimum of twenty years.**

The Health Care Agency (HCA) will provide the long term maintenance of the 401 S. Tustin Street Facility through Orange County Public Works Facilities Operations (FO) Procedure 1-4-301. The FO building maintenance program provides full maintenance service for Orange County Public Works buildings and for those of various other agencies, including HCA. The FO maintenance program assists with complex building operations issues and building improvement projects. FO's goals are to develop and institute preventative maintenance programs to maximize the useful life of County facilities; to maintain clean, attractive, and safe environments for County employees and the general public; to identify and mitigate potential hazards in County facilities; and to provide ongoing maintenance service to County facilities. FO performs skilled maintenance and repair work on County buildings; maintains security and fire alarm systems; and provides locksmith services. Telephone and data services will be handled internally by HCA.

In addition, on January 13, 2009 the Board of Supervisors will consider a Minute Order authorizing the Director of the Health Care Agency or designee to certify that the property/facilities developed with the Capital Facilities funds will be maintained and used to provide MHSA programs/services and/or supports for a minimum of twenty years.

Additional Information:

1. Leasing (Rent) to Own Building

Provide justification why “leasing (rent) to own” the property is needed in lieu of purchase. Include a detailed description of length and terms of lease prior to transfer of ownership to the County.

The Health Care Agency will enter into an agreement to lease the Property located at 401 South Tustin St. in the City of Orange directly from the property owner, the County of Orange, for a minimum of twenty (20) years to accommodate such purposes and uses that MHSA requires. The lease rate will be based on the reasonable fair market value for the land only. The current Appraisal Report by Pacific Real Estate Consultants, date of value, July 17, 2008 has an “Annual Ground Rental Opinion” of \$352,000.00, or approximately \$30,000 per month as of the date of value of the appraisal.

2. Purchase of Land with No MHSA Funds Budgeted for Building/ Construction

For purchase of land with no MHSA funds budgeted for construction/building, explain this choice and provide a timeline with expected sources of income for construction or purchasing of building upon this land and how this serves to increase the County’s infrastructure.

Orange County will not need to purchase the property as they are the owner of record.

3. Restrictive Settings

Submit specific facts and justifications that demonstrate the need for a building with a restrictive setting, as described on page 4. (Must be in accordance with WIC Section 5847 (a) (5))

The buildings will not require restrictive settings.

Exhibit 4

CAPITAL FACILITIES PROJECT PROPOSAL FACT SHEET

Project Location

Name of Project: 401 S. Tustin
Site Address: 401 South Tustin Street, Orange, CA 92866

Project Information

- New Construction
- Acquisition of an existing structure
- Acquisition and renovation of an existing structure
- Renovation of a County owned structure
- Renovation of a privately owned structure
- Purchase of Land
- Lease (rent) to own

Intended Use: The intended use of this building is to provide mental health services for three programs: Crisis Residential, Wellness/Peer Support Center, and Education and Training Center.

- Mental Health only (Includes facilities for integrated mental health substance abuse treatment)
- Mental Health and other

<i>Amount of Capital Facilities funds requested in this Project Proposal</i>	<u>\$18,300,125</u>
<i>CSS Capital Facilities funds requested in this Project Proposal</i>	<u>none</u>
<i>Total</i>	<u>\$18,300,125</u>

Priority Population (please check all that apply)

- Children
- Transition Age Youth
- Adults
- Older Adults
- N/A (Office Space)

If applicable, projected number of mental health clients, including their families, to be served monthly _____

- Provide new services
- Expanded services

The Wellness/Peer Support Center is expected to serve 50 unduplicated clients a month.

The Crisis Residential is expected to serve 30 unduplicated clients a month.

The Education and Training Center is expected to serve 250 unduplicated clients a month.

Please provide a brief description below

Crisis Residential

The target groups consist of adults between 18 and 59 years of age who have been diagnosed with a serious mental illness and may have a co-occurring disorder. It is expected that this program will serve those who are at risk of hospitalization or in crisis, yet may receive alternative services to divert them from hospitalization. Referrals will come through the Centralized Assessment Team (CAT), the Emergency Treatment Services (ETS) program, and clients may also be self-referred.

The Crisis Residential program may also be sited in a temporary location until the new facility is completed.

Wellness/Peer Support Center

The target groups for the Wellness/Peer Support Center consist of those adults residing in Orange County, over 18 years of age, who have been diagnosed with a serious mental illness, may have a co-occurring disorder, are relatively stable, are working on their recovery, but require a support system to assist them in maintaining their stability while continuing to progress in their personal growth and development.

This program will be established in an interim, temporary facility of appropriate size until the permanent facility has been completed. At the completion of the 401 S. Tustin St. facility this program will transition into the new facility.

Education and Training Center

The Education and Training Center is composed of two separate units:

1. The Recovery Education Institute will be a consumer operated educational center that provides training on basic issues of living related to quality of life, career management, and other prerequisite skills needed to work in the public mental health system. The target population is consumers and family members who aspire to a career in mental health but are not ready to either directly join the workforce or pursue college or pre-professional training opportunities.
2. The Behavioral Health MHSa Training Department offices will house the consumer training and employment support staff, who will develop and monitor consumer training programs, provide supportive services for consumers employed in the mental health system and provide training on work incentives and educational opportunities available for consumers and family members interested in working in the public mental health system.

Exhibit 5

SAMPLE BUDGET SUMMARY

The sample project budget allows Counties to summarize proposed expenditures for each Project by type of expenditure for each fiscal year. Based upon the Project a County may wish to submit a modified budget summary that more closely reflects the County Capital Facilities Project Proposal. Expenditures and request for funds. Expenditures for the proposed Project should be easily identified and related to the project description. Total estimated Project expenditures are offset by any estimated other funding sources to compute the net MHSA funding requirements. Complete a separate Project budget for each proposed project. The sum of all Project budgets should not exceed the total Capital Facilities and Technological Needs Planning Estimate identified for the County. MHSA funds dedicated to the Capital Facilities and Technological Needs Component must be used within ten years or they will revert back to the State MHSA Fund for redistribution to all Counties.

**EXHIBIT 5 – SAMPLE BUDGET SUMMARY (in Thousands \$)
For Each Capital Facilities Project Proposal**

County: Orange County
Project Name: 401 S. Tustin

Category	(1) Capital Facilities Funds	(2) CSS Capital Facilities Funds	(3) Future Year Costs	(4) Total (1+2+3)	Estimated Annual Ongoing Costs*
Project Expenditures					
1. Acquisition of Land (including deposits)	0	0	0	0	0
2. Acquisition of Existing Structures	0	0	0	0	0
3. Site Survey & Soil Investigation	\$40,000	0	0	\$40,000	0
4. Appraisal	0	0	0	0	0
5. Cal-EPA	\$63,000	0	0	\$63,000	0
6. Architectural & Engineering (A&E) Expenditures					
a. Plan Check Fees, Permits, etc.	\$160,000	0	0	\$160,000	0
b. Contract Architect	\$1,184,845	0	0	\$1,184,845	0
c. Contract Engineer	0	0	0	0	0
d. Other A&E Consultant Fees	\$296,572	0	0	\$296,572	0

e. A&E Travel Expenditures	0	0	0	0	0
f. Other A&E Expenditures (please describe)	\$65,583	0	0	\$65,583	0
g. Total A&E Expenditures	\$1,707,000	0	0	\$1,707,000	0
7. Construction					
a. Landscaping	0	0	\$210,000	\$210,000	0
b. Construction Contracts	\$14,383,125	0	0	\$14,383,125	0
c. Insurance	0	0	\$202,000	\$202,000	0
d. Material Testing	0	0	\$190,000	\$190,000	0
e. Contingency	\$740,000	0	0	\$740,000	0
f. Other Construction Expenditures (please describe)	0	0	0	0	0
g. Total Construction Expenditures	\$15,123,125	0	\$602,000	\$15,725,125	
8. Rehabilitation/Renovation of Existing Structures					
9. Fixed/Movable Equipment	0	0	0	0	0
10. Supervision - Inspector	0	0	0	0	0
11. Title and Recording	0	0	0	0	0
12. Other Fees and Charges	\$25,000	0	0	\$25,000	0
13. On-Site Management	\$600,000	0	0	\$600,000	0
14. Project Management/ Administration	\$140,000	0	0	\$140,000	0
15. Other Project Expenditures (please describe)	0	0	0	0	0
16. Other Expenses (Describe)	0	0	0	0	0
17. Total Ongoing Operating Expenses	0	0	0	0	0
18. Total Project Expenditures	\$17,698,125	0	\$602,000	\$18,300,125	0
II. Other Funding Sources (please list)					
1	N/A				
6. Total Other Funding Sources	N/A				
Total Costs (A)					
	\$18,300,125				
Total Offsetting Revenues (B)					
	0				
MHSA Funding Requirements (A-B)					
	\$18,300,125				

Notes: f. Other A&E Expenditures: Orange County has allocated \$65,583 for the administration of an Orange County Public Works Project Manager who will maintain oversight of the Architect and Engineering firm (Alexander and Hibbs) and manage the project from the design process through construction.

- ***Provide information regarding ability to maintain and update the property/facility for the required time period. (Include proposed funding sources, capitalized reserves, etc.)***

A job code (H2407P20) has been created to track costs for the 401 Tustin Street project. This includes County labor costs, consultant costs, and Orange County Public Works charges. All charges within a particular job code are further identified by object code. Each object code specifically identifies each charge, salary, overtime, maintenance, equipment, office supplies, communications, etc.

- ***Describe what structure is in place to manage the Project and track usage, costs, maintenance, etc., over time (e.g. agreement with County Department of General Services, contractor consultant, etc.):***

The Health Care Agency has retained the services of Orange County Public Works (OCPW) to manage the design and construction of the project. OCPW maintains the resources and personnel to manage County capital improvement projects. The OCPW Project Manager assigned to the 401 S. Tustin Street Project will coordinate with all project stakeholders; negotiate and administer construction contracts, contracts for architectural and engineering services, and contracts for on-site construction management services; manage the environmental approval process; manage the design process; manage the bid and project award phase; oversee the on-site construction manager; and manage the budget and track project costs.

Exhibit 6

SAMPLE PROJECT TIMELINE

Project Name: 401 S. Tustin Street

Site Address: 401 S. Tustin Street Orange, CA 92866

Date: 12-8-2008

Both columns should be filled in with dates unless they do not apply to your Project. For instance, mark "NA" in the Start Date if the Development Step does not apply to your Project. (i.e., if acquisition: "Acquire building permit from building authority" will be N/A)

Development Step		Start Date (mm/dd/yy)	Completion Date(mm/dd/yy)
Community Program Planning Process	30-day circulation of draft	12-8-2008	1-8-2009
	Public hearing, if required	N/A	N/A
Acquire development site or facility (circle one) through purchase		The site is owned by Orange County	The site is owned by Orange County
Acquire building permit from building authority		4-29-2009	8-19-2009
Financing closing			
Construction contract execution		8-19-2009	12-29-2009
Construction Start Up		1-27-2010	N/A
Construction completion		N/A	2-22-2011
Acquire Certificate of Occupancy (submit legible copy)		1-30-2011	1-30-2011
Occupancy start up		3-1-2011	3-1-2011
Other			

Exhibit 7

ANNUAL STATUS REPORT

For Each Capital Facilities Project Proposal

PROJECT INFORMATION					
Project Name: 401 S. Tustin Street			County: Orange		
Report Period:					
Project Status: <input checked="" type="checkbox"/> On Schedule Within Approved Budget			Project Start Date: 6/6/07		
			Project End Date: 3/1/11		
Project Objectives: To construct buildings for a Crisis Residential Program, Wellness/Peer Support Center, Education and Training Center and a maintenance building.					
MAJOR MILESTONE STATUS					
Project Phase	Planned Start	Actual Start	Planned Completion	Actual Completion	Status
Community Program Planning Process and/or Local Review Process	6-6-2007		2-20-2008		
Acquire development site or facility (circle one) through purchase	N/A		N/A		The site is owned by Orange County
Acquire building permit from building authority	4-29-2009		8-19-2009		
Financing closing	N/A		N/A		The site is owned by Orange County
Construction contract execution	8-19-2009		12-29-2009		
Construction/ Renovation start up	1-27-2010		2-22-2011		
Acquire Certificate of Occupancy (submit legible copy)	1-30-2011		1-30-2011		
Occupancy start up	3-1-2011		3-1-2011		
Other	N/A		N/A		

Performance Measurement Category	Cost: Planned to Date	Cost: Actual to Date	Estimate to Complete (ETC)
Project Expenditures	\$103,000	\$103,000	\$72,000
Architectural & Engineering (A&E) Expenditures	\$1,700,000	\$75,000	\$1,700,000
Construction	0	0	\$14,085,000
Rehabilitation/Renovation of Existing Structures	0	0	\$625,000
Project Management/Administration	\$65,583	\$65,583	\$46,000
Other Project Expenditures (please describe)	0	0	0
Total Ongoing Operating Expenses	0	0	0
Total Project Costs			
Notes:			