



## Department of Public Safety and Correctional Services

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### Office of the Secretary

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STATE OF MARYLAND

LARRY HOGAN  
GOVERNOR

February 15, 2022

BOYD K. RUTHERFORD  
LT. GOVERNOR

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SECRETARY

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GARY W. McLHINNEY  
ASSISTANT SECRETARY

The Honorable Larry Hogan  
Governor  
State House  
Annapolis, Maryland 21401

The Honorable Bill Ferguson  
President  
Senate of Maryland  
State House H-107  
Annapolis, MD 21401

The Honorable Adrienne A. Jones  
Speaker  
Maryland House of Delegates  
State House, H-101  
Annapolis, MD 21401

Dear Governor Hogan, President Ferguson and Speaker Jones:

The Department of Public Safety and Correctional Services shall provide updates on the progress of construction of the Prerelease Unit for Women to the Senate Judicial Proceedings Committee and the House Judiciary Committee on or before December 31, 2021, and December 31, 2022, in accordance with § 2-1257 of the State Government Article.

Attached is the Department's submission in satisfaction of this reporting requirement.

I hope this letter and attachment meet with your approval. If you have any questions, please contact myself or Chief of Staff, Ms. Rachel Sessa, at 410-336-5022.

Sincerely,

Robert L. Green  
Secretary

Attachment

cc: Ms. Sarah Albert, Library Associate, Department of Legislative Services,  
MSAR 12987



**DEPARTMENT OF PUBLIC SAFETY  
AND CORRECTIONAL SERVICES**

Prerelease Unit for Women Progress Report

DECEMBER 31, 2021

Governor Lawrence J. Hogan  
Lt. Governor Boyd K. Rutherford  
Secretary Robert L. Green

## Overview

Senate Bill (SB) 684 contained the following reporting requirement.

“That, on or before December 31, 2021, and December 31, 2022, the Department of Public Safety and Correctional Services shall provide updates on the progress of construction of the Prerelease Unit for Women to the Senate Judicial Proceedings Committee and the House Judiciary Committee, in accordance with § 2-1257 of the State Government Article.”

## Legislative Mandate

SB 684 requires the Department to construct and operate a standalone prerelease unit for women. The bill was passed by the Maryland General Assembly on March 18, 2020 and was subsequently vetoed by the Governor on May 7, 2020. The legislature overrode the veto on February 11, 2021.

## Current Women Population

The women’s population has fallen faster than the general prison population as a whole. Since fiscal year (FY) 2015, the total sentenced population in the Department’s custody has fallen by 38%, but the women’s sentenced population has fallen by 50% as of FY 2021. A breakdown of the women population by security classification as of January 18, 2022, is provided below.

<b>Maryland Correctional Institution - Women Security Classification</b>	
<b>Security Level</b>	<b>Count</b>
Pretrial	4
Maximum	77
Medium	280
Minimum	69
Prerelease	62

## Capital Construction Process

Pursuant to statute, the Department of General Services (DGS) facilitates capital construction projects in excess of \$200,000. Each State-owned Capital Improvement Project requires the completion of the following items in the order listed below.

- Request/Receive Funding for Part I/Part II Program Development - Agencies must secure funding in the budget in order to select and hire a project consultant. State agencies must request funding through the Department of Budget and Management (DBM) one fiscal year in advance.
- Conduct a Historical Trend Analysis - The State agency conducts a historical trend analysis to determine potential building location and scope of work; this data is used in the development of the Part I/Part II program and provides the framework for site acquisition efforts
- Selection of Project Consultant - Once the funding becomes available, agencies work with DGS to identify and hire a project consultant to assist with the development of the Part I and Part II Programs.
- Development of a Part I/Part II Program - The project consultant works with DGS and the State Agency to develop a Part I/Part II Program, which includes the identification of the specific type of facility, the size of the facility, the needs of the facility, and how the facility should be structured. This process typically takes 6-8 months. Once the Part I/Part II Program is finalized, it is submitted to DGS and DBM for review, analysis, and approval.
- Solicitation for A/E design services contract – Upon DBM/DGS approval of the Part I/Part II program, DGS and the State Agency collaborate to hire an A/E firm that will provide design services. Typical duration to complete the design phase and develop documents for bidding purposes is 10-12 months.
- Site Identification – The Agency should collaborate with DGS' Office of Real Estate (ORE) to determine potential building locations. The site

acquisition process should commence once the Part I/Part II program has been approved and funding identified.

- Solicitation to Bid - DGS develops and issues a request for proposals to identify a contractual construction company responsible for the construction of the facility. This process can take 4 - 6 months to complete.
- Construction - This includes the actual construction of the new facility or renovation of an existing building. This process can take anywhere from 18 - 24 months.

DGS estimates that, like other capital improvement projects, fulfilling the capital requirements of SB 684 will take three to four years if the budget, operating budget for Part I/Part II development and capital budget for acquisition/design/construction, is there to support various steps along the way.

For additional information on the capital budget program, please visit:  
<https://dbm.maryland.gov/budget/Documents/capbudget/Instructions/facilityprogrammanual.pdf>

### **Status of Construction of Women's Prerelease Facility**

The Department's budget is submitted each year to the Department of Budget and Management (DBM) in the fall for the next fiscal year. As such, the fiscal year FY 2022 budget would have been submitted in fall of 2020. Since the bill had been vetoed, no funding was included in the FY 2022 budget. In fall of 2021, the Department submitted its FY 2023 budget requests to DBM, which included \$150,000 to hire a project consultant and develop the Part I/Part II Program. The Department's FY 2023, as introduced to the Legislature, does include the \$150,000. As long as the Department's budget remains intact, the Department will be in a position to work with DGS to hire a project consultant at the beginning of FY 2023.

In the meantime, the Department will begin to conduct a historical analysis of the trends in population to assist with the development of the scope of work and potential facility location to provide to the consultant when selected.