REGION 1

FACILITY SPECIFICATION SHEETS

Sheriff's Department
Staffing and Facility Specification Sheet

Region 1	Facility No. 1
Department/Facility	Sheriff / Twin Towers Correctional Facility (TTCF)
Address	450 Bauchet St. Los Angeles, CA 90012

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	10	8	0500-1300	1	8	0500-1300
Afternoon	10 10	8 8	1300-2100 2100-0500	1 1	8 8	1300-2100 2100-0500

FACILITY SPECIFICATIONS	
Gross Square Footage	1,500,000
User Square Footage	1,500,000
Staff in Building	1,000
Approximate Number of Persons Entering/Exiting Building Per Month	90,000
Number of Floors	16
Number of Stairwells	16
Number of Elevators	22
Light Fixtures	10,000+
Number of Parking Lots	4
Number of Detention/Holding Cells	2,300
Total Number of Paper Towel Dispensers	300+
Total Number of Soap Dispensers	300+
Total Number of Sinks	2,600
Number of Kitchen Areas	2
Number of Kitchenettes	10
Number of Restrooms	80
Number of Toilets	2,600
Number of Urinals	75
Number of Showers	315
Rubbish/Trash Removal	9,500 tons

WINDOW CLEANING			
Interior Windows	50	Exterior Windows	50
Interior Partition Glass/Doors	15,000		

INMATE HOUSING LOCATION TTCF			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIONS**
Module 131 / 132	MOH/EBI ,K6-B (Dorm housing-no cells)	3	Staging area and indoor recreation areas. 96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 141 / 142	FIP Step Down	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 151 / 152	HOH K6G/K6Y	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 161 / 162	HOH	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 171 / 172	HOH	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells Contractor must provide Daily Cleaning 7 days a week.
Module 232	ADA	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 241 / 242	HOH INTAKE	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.

Sheriff's Department
Staffing and Facility Specification Sheet

Module 251 / 252	HOH INTAKE	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.
Module 261 / 262	EMH (ENHANCED MENTAL HEALTH)	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells Contractor must provide Daily Cleaning 7 days a week.
Module 271 / 272	MOH EBI/ HOH/HOH INTAKE	3	96 open/locked cells, staging area, indoor recreation areas, and biohazard cells. Contractor must provide Daily Cleaning 7 days a week.



Sheriff's Department
Staffing and Facility Specification Sheet

Region 1	Facility No. 2
Department/Facility	Sheriff / Century Regional Detention Facility (CRDF)
Address	11705 S. Alameda Street, Lynwood, CA 90262

Contractor must provide female personnel (custodians and supervisors) only.

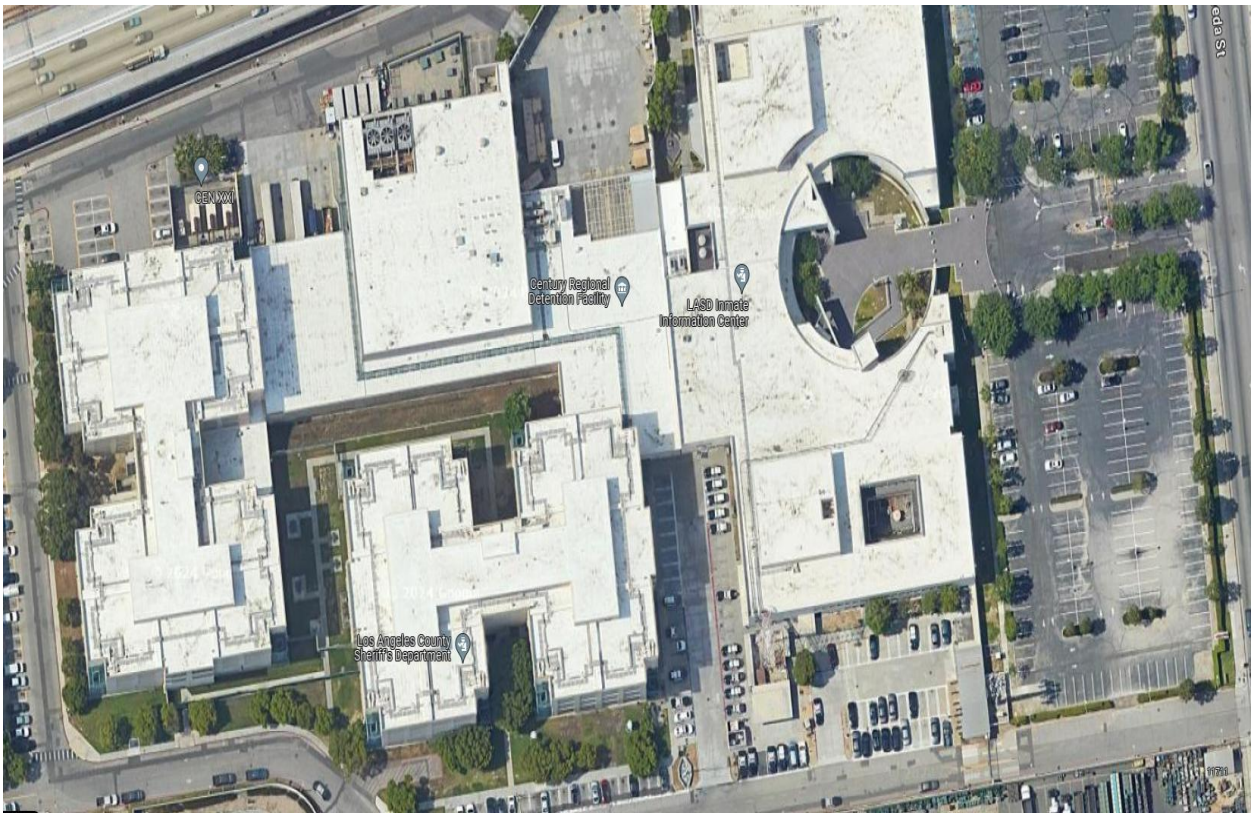
Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	12	8	0600-1400	1	8	0800-1600
Afternoon	12 8	8 8	1400-2200 2200-0600	1	8	1900-0300

FACILITY SPECIFICATIONS	
Gross Square Footage	544,000
User Square Footage	448,422
Staff in Building	AM: 350, PM: 300, EM: 150
Approximate Number of Persons Entering/Exiting Building Per Month	6000 (inmates per month)
Number of Floors	6
Number of Stairwells	18
Number of Elevators	8
Light Fixtures	75,000
Number of Parking Lots	1 (531 spaces)
Number of Detention/Holding Cells	964 (including IRC)
Total Number of Paper Towel Dispensers	150
Total Number of Soap Dispensers	95
Total Number of Sinks	1,000
Number of Kitchen Areas	1
Number of Kitchenettes	5
Number of Restrooms	20
Number of Toilets	1,000
Number of Urinals	20
Number of Showers	200
Rubbish/Trash Removal	10 Tons

WINDOW CLEANING			
Interior Windows	30	Exterior Windows	30
Interior Partition Glass/Doors	5,000		

INMATE HOUSING LOCATION CRDF		
HOUSING AREA	**SUGGESTED STAFF**	**HOUSING SPECIFICATION**
CRDF Intake (Reception)	AM: 2 PM: 2 EM: 1	9 – Locked Holding Cells, 3 – Bus Bays (One bus bay is being used for inmate searches.), Release Area, and medical office. Contains a staff restroom. Contractor to provide daily cleaning 7 days a week.
CRDF 1400 Intake Module	AM: 2 PM: 2 EM: 1	3 – Pods. 48 – Locked cells total. 1 – Open Room. Cell turnover is consistent, meaning cleaning of the same cell is required. The dayroom for two pods contains additional inmate beds. Contains a staff restroom. Contractor to provide daily cleaning 7 days a week.
Century Station Lobby	AM: 2 PM: 2 EM: 1	Century Station Lobby and Kenneth Hall Auditorium, containing a public restroom. This is a high traffic area with a transient population. Contractor to provide daily cleaning 7 days a week.
CRDF Visiting	AM: 2 PM: 2 EM: 1	CRDF Visiting area and Visiting Booths. Contractor to provide daily cleaning 7 days a week, containing a public restroom and staff restroom.


CEN MXI
Century Regional Detention Facility
LASD Inmate Information Center
Los Angeles County Sheriff's Department

Sheriff's Department
Staffing and Facility Specification Sheet

Region 1	Facility No. 3
Department/Facility	Sheriff / Inmate Reception Center (IRC)
Address	450 Bauchet St., Los Angeles, CA 90012

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	7	8	0600-1400	1	8	0600-1400
Afternoon	23 9	8 8	1400-2200 2200-0600	2 1	8 8	1400-2200 2200-0600

FACILITY SPECIFICATIONS	
Gross Square Footage	700,000
User Square Footage	700,000
Staff in Building	681+
Approximate Number of Persons Entering/Exiting Building Per Month	11,000
Number of Floors	5
Number of Stairwells	3
Number of Elevators	1
Light Fixtures	>9,000
Number of Parking Lots	0
Number of Detention/Holding Cells	229
Total Number of Paper Towel Dispensers	20
Total Number of Soap Dispensers	249
Total Number of Sinks	249
Number of Kitchen Areas	2
Number of Kitchenettes	2
Number of Restrooms	249
Number of Toilets	249
Number of Urinals	230
Number of Showers	2 (30 shower heads each)
Rubbish/Trash Removal	6,000 Tons

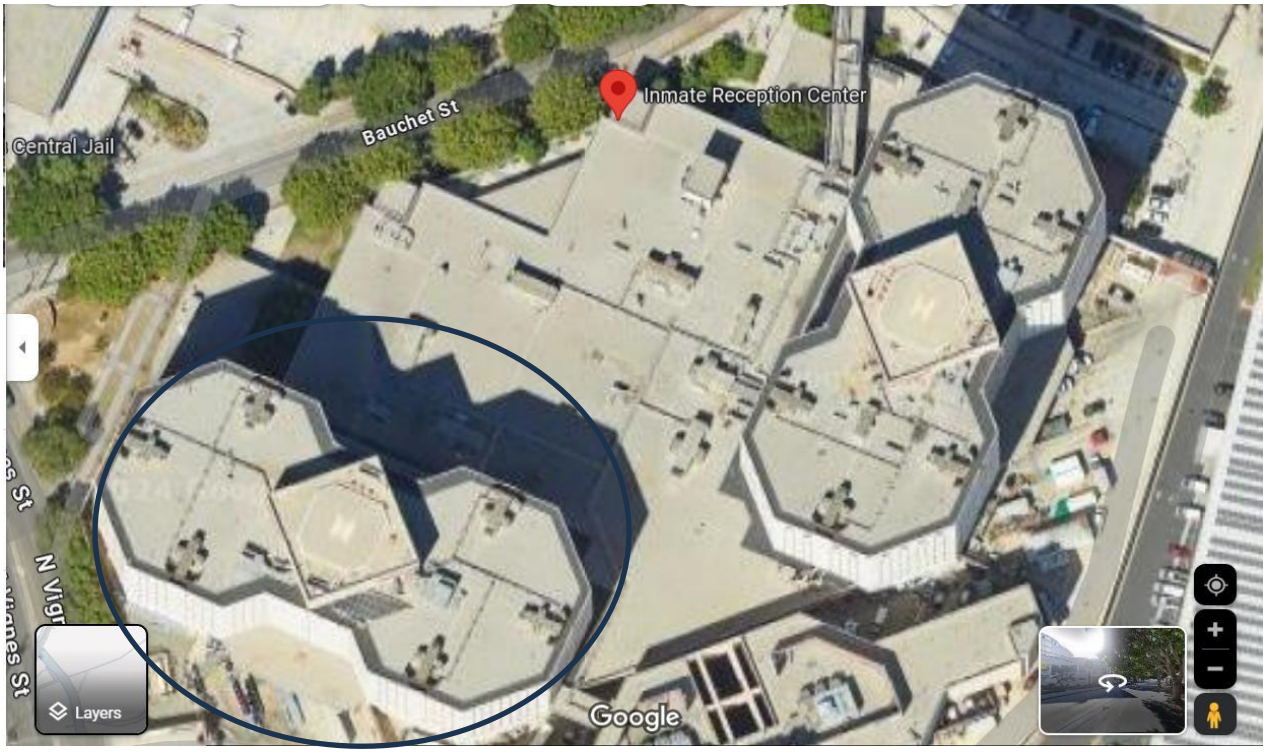
WINDOW CLEANING			
Interior Windows	128	Exterior Windows	128
Interior Partition Glass/Doors	229		

DESCRIBE CLEANING SPECIAL CLEANING OR OPERATIONAL REQUIREMENTS
The IRC specifications noted include the IRC Proper, all IRC Proper holding cells, IRC Old Side, Module 231, and all areas where professional staff occupy. The IRC Old Side is in Men's Central Jail and Module 231 is located in Twin Towers Correctional Facility.

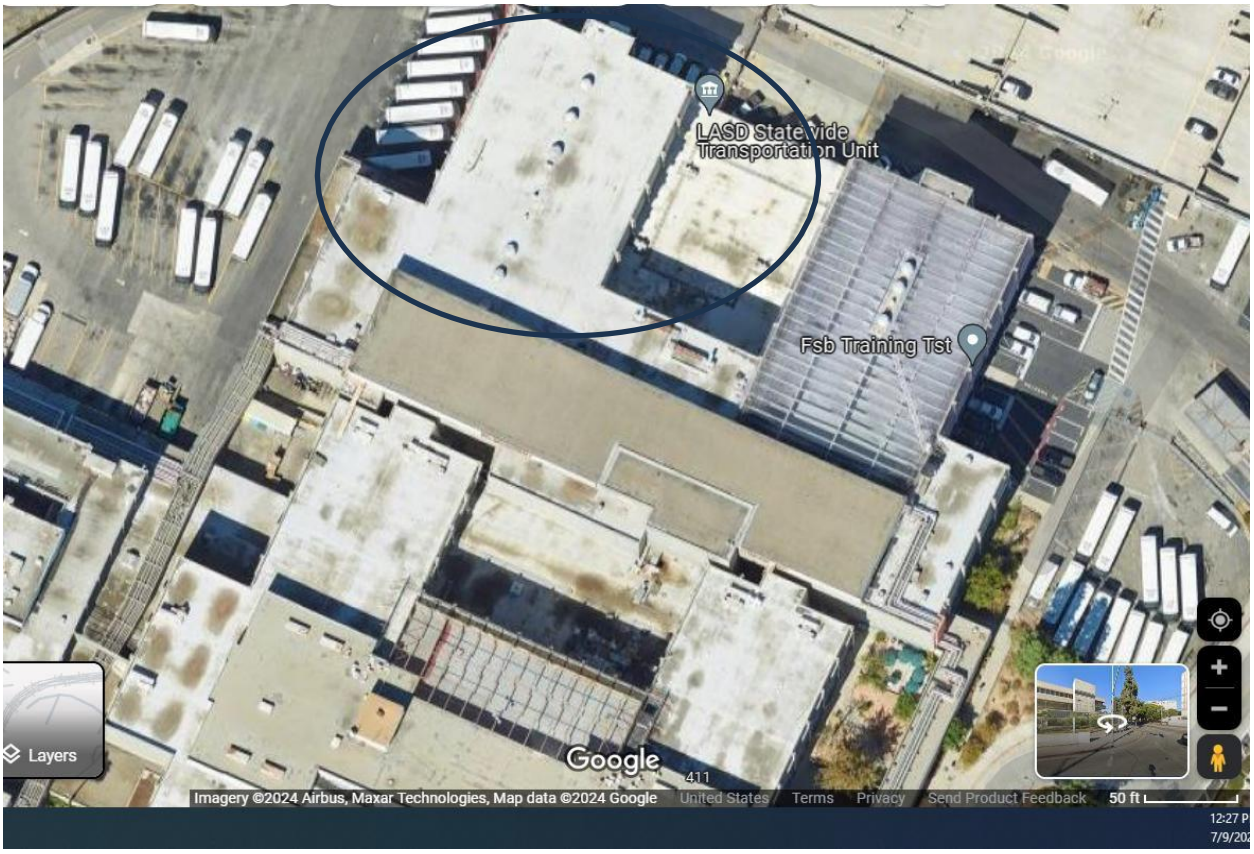
Inmate Reception Center



I231 Medical Overflow (1 Module in TTCF)



Old Side IRC


LASD Statewide
Transportation Unit
Fsb Training Tst
Layers
Google
411
Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 Google
United States
Terms
Privacy
Send Product Feedback
50 ft

REGION 2

FACILITY SPECIFICATION SHEET

Sheriff's Department
Staffing and Facility Specification Sheet

Region 2	Facility No. 1
Department/Facility	Sheriff / Men's Central Jail (MCJ)
Address	441 S. Bauchet St. Los Angeles, CA 90012

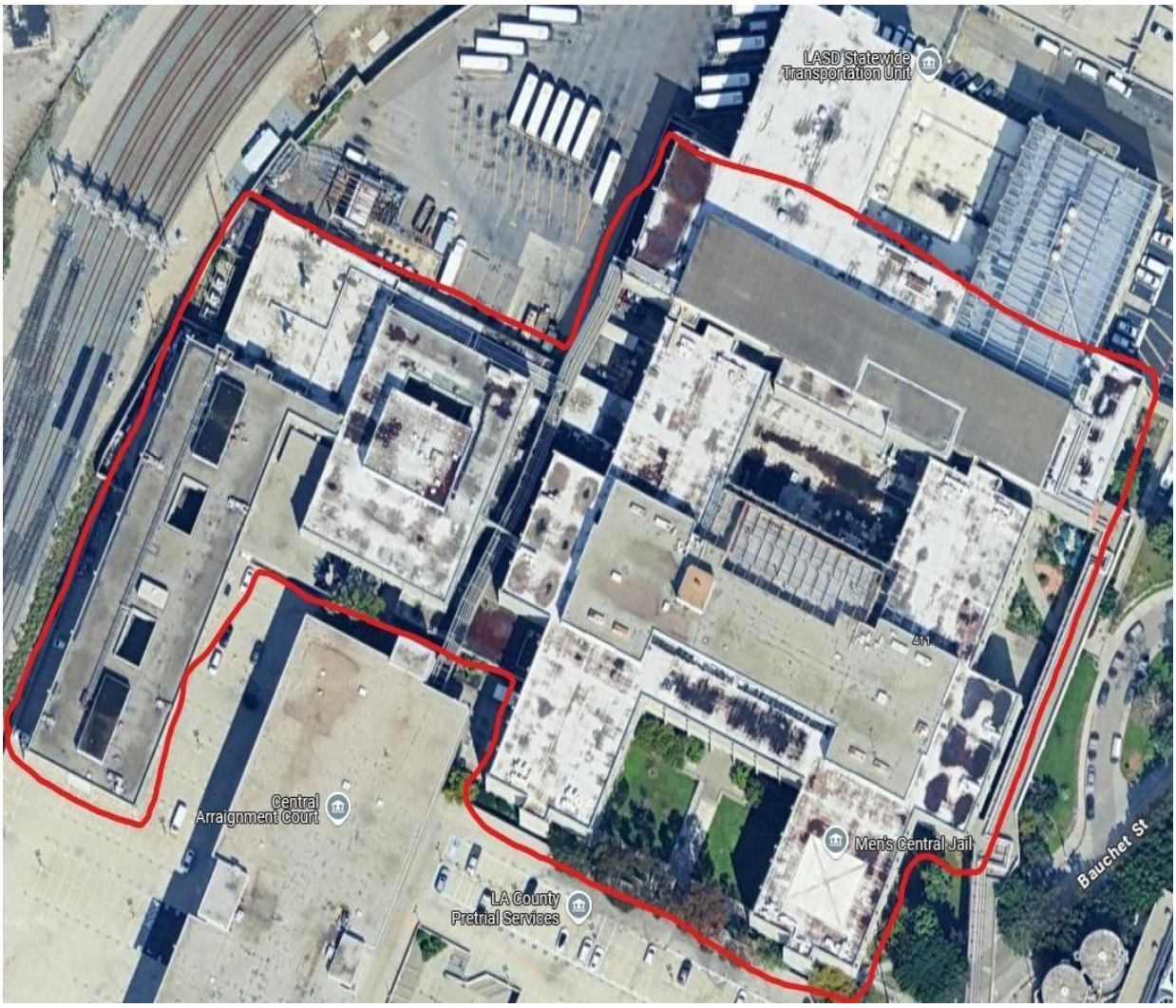
Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	37	8	0600-1400	2	8	0600-1400
Afternoon	37	8	1400-2200	2	8	1400-2200

FACILITY SPECIFICATIONS	
Gross Square Footage	935,000
User Square Footage	935,000
Staff in Building	1,000
Approximate Number of Persons Entering/Exiting Building Per Month	90,000
Number of Floors	9
Number of Stairwells	21
Number of Elevators	8
Light Fixtures	10,000+
Number of Parking Lots	4
Number of Detention/Holding Cells	1,847
Total Number of Paper Towel Dispensers	300+
Total Number of Soap Dispensers	300+
Total Number of Sinks	2,600
Number of Kitchen Areas	6
Number of Kitchenettes	10
Number of Restrooms	80
Number of Toilets	2,600
Number of Urinals	2,600
Number of Showers	315
Rubbish/Trash Removal	9,500 tons

WINDOW CLEANING			
Interior Windows	50	Exterior Windows	50
Interior Partition Glass/Doors	2000		

INMATE HOUSING LOCATION MCJ			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIOS**
MCJ	Shift Supervisor	4	Supervise custodians on duty and ensure resources are reallocated, as needed.
2000 Floor	622 cells housing GP/K-10 inmates	12	Hallway, day rooms, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
3000 Floor	611 cells housing GP/High level inmates.	12	Hallway, day rooms, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
4000 Floor	288 cells housing GP/Medium/ Trustees and K6G Inmates.	10	Hallway, day rooms, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
5000 Floor	10 dorms housing MOH and GP inmates.	10	Hallway, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
6000 Floor	12 cells housing MOH and GP medical inmates.	6	Hallway, day room, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
7000 Floor	123 cells/dorms housing GP and K-10 medical inmates.	8	Hallway, day room, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
8000 Floor	92 cells/dorms housing GP and K-10 medical inmates.	8	Hallway, day rooms mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.
9000 Floor	5 dorms housing KG and Special Handle inmates.	8	Hallway, staging area, outdoor yard/ recreation areas, mess halls, and common areas. Contractor must provide daily cleaning 7 days a week.


LASD Statewide Transportation Unit
411
Central Arraignment Court
Men's Central Jail
LA County Pretrial Services
Bauchet St

REGION 3

FACILITY SPECIFICATION SHEETS

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 3	Facility No. 1
Department/Facility	North County Correctional Facility (NCCF)
Address	29340 The Old Road, Castaic, CA 91384

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	24	8	0700-1500	6	8	0700-1500
Afternoon	24 5	8 8	1500-2300 2300-0700	6 1	8 8	1500-2300 2300-0700

FACILITY SPECIFICATIONS	
Gross Square Footage	681,422
User Square Footage	681,422
Staff in Building	425
Approximate Number of Persons Entering/Exiting Building Per Month	30,000
Number of Floors	6
Number of Stairwells	18
Number of Elevators	6
Light Fixtures	8,500
Number of Parking Lots	4
Number of Detention/Holding Cells	60
Total Number of Paper Towel Dispensers	55
Total Number of Soap Dispensers	55
Total Number of Sinks	468
Number of Kitchen Areas	1
Number of Kitchenettes	10
Number of Restrooms	35
Number of Toilets	553
Number of Urinals	179
Number of Showers	148
Rubbish/Trash Removal	50,000 Pounds

WINDOW CLEANING			
Interior Windows	3,200	Exterior Windows	4,500
Interior Partition Glass/Doors	2,000		

INMATE HOUSING LOCATION NCCF			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIONS**
NCCF	Shift Supervisor	13	Supervise custodians on duty and ensure resources are reallocated, as needed.
NCCF Operations/Lobby	Operations, Main Lobby, Public Visiting, Locker Rooms	1	Operations office, which includes 9 offices, kitchenette, conference room, 10 cubicles, and two restrooms. Lobby containing visiting area and public restrooms. Male and female locker rooms. Two additional restrooms. Scheduling office. EOC. Provide daily cleaning 7 days a week.
NCCF Main/Shops	Main Hallway, Vocational Shops, Watch Sergeant's Office, Inmate Visiting	2	Main hallway containing 14 offices, EBI classrooms, Inmate Services, and a barber shop. Two large warehouses (Vocational Shops). Provide daily cleaning 7 days a week.
Building 500	GP/Inmate Workers, EBI Inmates	4	Staff office with a kitchenette and two staff restrooms. 16 dorms, 4 staff stations, 2 locked cells, 4 indoor recreation areas, 1 outdoor recreation area, corridors, and a main hallway. Provide daily cleaning 7 days a week.
Building 600	GP Inmates	4	Staff office with a kitchenette and two staff restrooms. 16 dorms, 4 staff stations, 2 locked cells, 4 indoor recreation areas, 1 outdoor recreation area, corridors, and a main hallway. Provide daily cleaning 7 days a week.

Building 700	GP Inmates	4	Staff office with a kitchenette and two staff restrooms. 16 dorms, 4 staff stations, 2 locked cells, 4 indoor recreation areas, 1 outdoor recreation area, corridors, and a main hallway. Provide daily cleaning 7 days a week.
Building 800	GP Inmates	4	Staff office with a kitchenette and two staff restrooms. 16 dorms, 4 staff stations, ~~2 locked cells~~, 4 indoor recreation areas, visiting area, corridors, and a main hallway. Provide daily cleaning 7 days a week.
Building 900	Discipline Inmates, High Power Inmates	4	5 offices, one staff restroom, and a kitchenette. 9 dorms (each with 16 individual cells), 48 individual cells, 3 outdoor recreation areas, 3 indoor recreation areas, visiting area, and multiple hallways. Provide daily cleaning 7 days a week.
Building IPA	Inmate Processing Area	1	3 staff offices, one staff restroom, laundry area, scanner room, 4 holding rooms, 11 individual cells, and a main search area. Provide daily cleaning 7 days a week


View Dr

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 3	Facility No. 2
Department/Facility	Pitchess Detention Center North
Address	29320 The Old Road, Castaic, CA 91384

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	2	8	0700-1500	1	8	0700-1500
Afternoon	2 1	8 8	1500-2300 2300-0700			

FACILITY SPECIFICATIONS	
Gross Square Footage	201,101
User Square Footage	111,938
Staff in Building	300
Approximate Number of Persons Entering/Exiting Building Per Month	40,000
Number of Floors	1
Number of Stairwells	8
Number of Elevators	0
Light Fixtures	10,000+
Number of Parking Lots	2
Number of Detention/Holding Cells	16 (Dorms) + 32 (Cells)
Total Number of Paper Towel Dispensers	32
Total Number of Soap Dispensers	32
Total Number of Sinks	61
Number of Kitchen Areas	0
Number of Kitchenettes	2
Number of Restrooms	22
Number of Toilets	118
Number of Urinals	7
Number of Showers	34
Rubbish/Trash Removal	3,300 Tons

WINDOW CLEANING			
Interior Windows	362	Exterior Windows	92
Interior Partition Glass/Doors	181		

INMATE HOUSING LOCATION PDC NORTH			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIONS**
PDC North	Shift Supervisor	1	Supervise custodians on duty and ensure resources are reallocated, as needed.
Module 1	MOH	1	Lobby containing visiting area and public restrooms. 4 dorms, 7 locked cells, multipurpose room, inmate visiting area, attorney visiting room, 4 staff offices, staff restrooms, and staging area. Provide daily cleaning 7 days a week.
Module 2	MOH	1	Lobby containing visiting area and public restrooms. 4 dorms, 7 locked cells, multipurpose room, inmate visiting area, 4 staff offices, staff restrooms, and staging area. Provide daily cleaning 7 days a week.
Module 3	MOH	1	Lobby containing visiting area and public restrooms. 4 dorms, 7 locked cells, multipurpose room, inmate visiting area, 4 staff offices, staff restrooms, and staging area. Provide daily cleaning 7 days a week.
Module 4	MOH	1	Lobby containing visiting area and public restrooms. 4 dorms, 7 locked cells, multipurpose room, inmate visiting area, 4 staff offices, staff restrooms, and staging area. Provide daily cleaning 7 days a week.
Inmate Processing Area		.25	2 staging areas and inmate restrooms. Provide daily cleaning 7 days a week.
Kitchen/Laundry		.25	Staging area, inmate restroom, and staff restroom. Provide daily cleaning 7 days a week.

Admin Building		.25	9 offices, staff restrooms/locker rooms, and kitchenette. Provide daily cleaning 7 days a week.
Scheduling Trailer		.25	7 staff offices, staff restroom, and kitchenette. Provide daily cleaning 5 days a week.


Gate N
Gate Rd
N Hog Farm Rd
N Hog Farm
29320
Gate Rd
PDC North
Gate Rd
Engineers St
Wayside Canyo

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 3	Facility No. 3
Department/Facility	Pitchess Detention Center South
Address	29330 The Old Road, Castaic, CA 91384

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	10	8	0700-1500	1	8	0700-1500
Afternoon	8 2	8 8	1500-2300 2300-0700	1	8	1500-2300

FACILITY SPECIFICATIONS	
Gross Square Footage	234,200
User Square Footage	234,200
Staff in Building	200
Approximate Number of Persons Entering/Exiting Building Per Month	11,550
Number of Floors	2
Number of Stairwells	8
Number of Elevators	6
Light Fixtures	3,750
Number of Parking Lots	6
Number of Detention/Holding Cells	4
Total Number of Paper Towel Dispensers	25
Total Number of Soap Dispensers	35
Total Number of Sinks	110
Number of Kitchen Areas	6
Number of Kitchenettes	10
Number of Restrooms	50
Number of Toilets	140
Number of Urinals	35
Number of Showers	120
Rubbish/Trash Removal	15 Tons

WINDOW CLEANING			
Interior Windows	110	Exterior Windows	650
Interior Partition Glass/Doors	50		

INMATE HOUSING LOCATION PDC SOUTH			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIONS**
PDC South	Shift Supervisor	2	Supervise custodians on duty and ensure resources are reallocated, as needed.
Barrack 30	Closed	1	60 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 31	GP	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 32	GP	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 33	GP	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 34	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 35	Closed	~~1~~	75 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 36	Closed	~~1~~	75 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 37	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 38	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 43	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 44	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.

Barrack 45	Closed	~~1~~	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 46	Laundry workers Inside trustees	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 47	Laundry workers Field crews	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 48	AM/PM/EM Ranch kitchen	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 49	START	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 50	EBI	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.
Barrack 51	GP	1	90 Inmate beds, restrooms and showers. Contractor must provide daily cleaning 7 days a week.

Highlighted areas: PDC South, PDC Laundry, PDC Ranch Kitchen, Ranch offices



PDC South Facility



Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 3	Facility No. 4
Department/Facility	Pitchess Detention Center East Facility
Address	29310 The Old Road, Castaic, CA 91384

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	8	0600-1400	1	8	0600-1400
Afternoon	~~9~~	~~8~~	~~1400-2200~~	~~1~~	~~8~~	~~1400-2200~~

FACILITY SPECIFICATIONS	
Gross Square Footage	175,000
User Square Footage	175,000
Staff in Building	35
Approximate Number of Persons Entering/Exiting Building Per Month	2,000
Number of Floors	2
Number of Stairwells	5
Number of Elevators	2
Light Fixtures	1,200
Number of Parking Lots	2
Number of Detention/Holding Cells	14
Total Number of Paper Towel Dispensers	23
Total Number of Soap Dispensers	23
Total Number of Sinks	110
Number of Kitchen Areas	0
Number of Kitchenettes	2
Number of Restrooms	33
Number of Toilets	85
Number of Urinals	25
Number of Showers	25
Rubbish/Trash Removal	5 Tons

WINDOW CLEANING			
Interior Windows	210	Exterior Windows	150
Interior Partition Glass/Doors	4		

INMATE HOUSING LOCATION PSC EAST			
HOUSING AREA		**SUGGESTED STAFF**	**HOUSING SPECIFICATIONS**
PDC East	Shift Supervisor	1	Supervise custodians on duty and ensure resources are reallocated, as needed.
Dorm 319	Closed	~~1~~	126 beds, restrooms, showers and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 320	Closed (Classroom)	~~1~~	Classroom with tables. Contractor must provide daily cleaning 7 days a week.
Dorm 321	Fire Camp	1	40 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 322	Closed (ADA)	~~1~~	40 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 323	Closed (ADA)	~~1~~	40 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 324	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 325	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 326	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 327	Closed	~~1~~	144 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.

Dorm 331	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 332	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 333	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 334	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 335	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 336	Closed	~~1~~	126 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week
Dorm 362	Closed	~~1~~	96 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.
Dorm 363	Closed	~~1~~	96 beds, restrooms, showers, and dayroom. Contractor must provide daily cleaning 7 days a week.

PDC East Facility



REGION 4

FACILITY SPECIFICATION SHEETS

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 1
Department/Facility	Sheriff / Avalon Station
Address	215 Sumner Ave. Avalon, CA 90704

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri.)	1	3	1100-1400			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	5,050
User Square Footage	4,687
Staff in Building	20
Approximate Number of Persons Entering/Exiting Building Per Month	20+
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Light Fixtures	20+
Number of Parking Lots	1
Number of Detention/Holding Cells	6
Total Number of Paper Towel Dispensers	3
Total Number of Soap Dispensers	3
Total Number of Sinks	4
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Restrooms	3
Number of Toilets	5
Number of Urinals	2
Number of Showers	3
Rubbish/Trash Removal	25

WINDOW CLEANING			
Interior Windows	10	Exterior Windows	10+
Interior Partition Glass/Doors	3		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 2
Department/Facility	Sheriff / Altadena Station
Address	780 E. Altadena Dr. Altadena, CA 91001

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon, Wed, Fri)	1	8	0700-1500			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	8,904
User Square Footage	6,217
Staff in Building	22
Approximate Number of Persons Entering/Exiting Building Per Month	80-100
Number of Floors	2
Number of Stairwells	4
Number of Elevators	0
Light Fixtures	186
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	4
Total Number of Soap Dispensers	6
Total Number of Sinks	10
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	7
Number of Toilets	8
Number of Urinals	4
Number of Showers	2
Rubbish/Trash Removal	40

WINDOW CLEANING			
Interior Windows	20	Exterior Windows	56
Interior Partition Glass/Doors	1		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 3
Department/Facility	Sheriff / Carson Station
Address	21356 S. Avalon Bl. Carson, CA 90745

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	6	1600-2200			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	28,278
User Square Footage	25,946
Staff in Building	183
Approximate Number of Persons Entering/Exiting Building Per Month	250
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	172
Number of Parking Lots	2
Number of Detention/Holding Cells	15
Total Number of Paper Towel Dispensers	9
Total Number of Soap Dispensers	14
Total Number of Sinks	16
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	8
Number of Toilets	13
Number of Urinals	6
Number of Showers	4
Rubbish/Trash Removal	80

WINDOW CLEANING			
Interior Windows	43	Exterior Windows	4
Interior Partition Glass/Doors	2		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 4
Department/Facility	Sheriff / Century Station
Address	11703 S. Alameda St. Los Angeles, CA 90262

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day						
Night (Mon-Fri) (Sat-Sun)	2 2	8 4	1700-0100 2100-0100			

Please be advised, awarded Contractor WILL be responsible for providing Custodial services to the public lobby.

FACILITY SPECIFICATIONS	
Gross Square Footage	71,631
User Square Footage	60,238
Staff in Building	300
Approximate Number of Persons Entering/Exiting Building Per Month	800
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	488
Number of Parking Lots	4
Number of Detention/Holding Cells	1
Total Number of Paper Towel Dispensers	10
Total Number of Soap Dispensers	14
Total Number of Sinks	18
Number of Kitchen Areas	2
Number of Kitchenettes	0
Number of Restrooms	7
Number of Toilets	15
Number of Urinals	8
Number of Showers	10
Rubbish/Trash Removal	147

WINDOW CLEANING			
Interior Windows	502	Exterior Windows	191
Interior Partition Glass/Doors	166		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 5
Department/Facility	Sheriff / Compton Station
Address	301 S. Willowbrook Ave. Compton, CA 90220

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	34,156
User Square Footage	32,840
Staff in Building	240
Approximate Number of Persons Entering/Exiting Building Per Month	1,500
Number of Floors	3
Number of Stairwells	2
Number of Elevators	0
Light Fixtures	418
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	14
Total Number of Soap Dispensers	15
Total Number of Sinks	20
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Restrooms	13
Number of Toilets	18
Number of Urinals	7
Number of Showers	4
Rubbish/Trash Removal	70

WINDOW CLEANING			
Interior Windows	15	Exterior Windows	30
Interior Partition Glass/Doors	10		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 6
Department/Facility	Sheriff / Crescenta Valley Station
Address	4554 Briggs Ave. La Crescenta, CA 91214

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	8	0700-1500			
Afternoon	2	8	1700-0100			

FACILITY SPECIFICATIONS	
Gross Square Footage	120,000
User Square Footage	42,000
Staff in Building	102
Approximate Number of Persons Entering/Exiting Building Per Month	175
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	288
Number of Parking Lots	4
Number of Detention/Holding Cells	9
Total Number of Paper Towel Dispensers	10
Total Number of Soap Dispensers	14
Total Number of Sinks	23
Number of Kitchen Areas	1
Number of Kitchenettes	7
Number of Restrooms	10
Number of Toilets	23
Number of Urinals	6
Number of Showers	5
Rubbish/Trash Removal	45

WINDOW CLEANING			
Interior Windows	26	Exterior Windows	27
Interior Partition Glass/Doors	32		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 7
Department/Facility	Sheriff / East Los Angeles Station
Address	5019 E. 3rd St. East Los Angeles, CA 90022

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	26,507
User Square Footage	18,999
Staff in Building	290
Approximate Number of Persons Entering/Exiting Building Per Month	1,500
Number of Floors	2
Number of Stairwells	1
Number of Elevators	0
Light Fixtures	20
Number of Parking Lots	2
Number of Detention/Holding Cells	3
Total Number of Paper Towel Dispensers	11
Total Number of Soap Dispensers	8
Total Number of Sinks	10
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Restrooms	6
Number of Toilets	10
Number of Urinals	6
Number of Showers	3
Rubbish/Trash Removal	55

WINDOW CLEANING			
Interior Windows	10	Exterior Windows	10
Interior Partition Glass/Doors	1		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 8
Department/Facility	Sheriff / Industry Station
Address	150 N. Hudson Ave. City of Industry, CA 91744

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0700-1500			
Afternoon (Mon-Fri)	1	5	1500-2100			

FACILITY SPECIFICATIONS	
Gross Square Footage: 26,500 (Station), 4,970 (Trailer)	31,470
User Square Footage: 14,053 (Station), 4,970 (Trailer)	19,023
Staff in Building + Trailer	320
Approximate Number of Persons Entering/Exiting Building Per Month	12,000
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Light Fixtures	388
Number of Parking Lots	2
Number of Detention/Holding Cells (11 Housing, 4 Holding, 6 Cells)	21
Total Number of Paper Towel Dispensers	14
Total Number of Soap Dispensers	17
Total Number of Sinks	34
Number of Kitchen Areas	1 (DOWNSTAIRS)
Number of Kitchenettes	0
Number of Restrooms	13
Number of Toilets	27
Number of Urinals	9
Number of Showers	9
Rubbish/Trash Removal	68

WINDOW CLEANING			
Interior Windows	50	Exterior Windows	21
Interior Partition Glass/Doors	91		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 9
Department/Facility	Sheriff / Lakewood Station
Address	5130 Clark Ave. Lakewood, CA 90712

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0700-1500			
Afternoon (Mon-Fri)	1	8	1700-0100			

FACILITY SPECIFICATIONS	
Gross Square Footage	22,286
User Square Footage	12,605
Staff in Building	300
Approximate Number of Persons Entering/Exiting Building Per Month	2,000
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	388
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	16
Total Number of Soap Dispensers	31
Total Number of Sinks	20
Number of Kitchen Areas	1
Number of Kitchenettes	3
Number of Restrooms	9
Number of Toilets	16
Number of Urinals	7
Number of Showers	4
Rubbish/Trash Removal	60+

WINDOW CLEANING			
Interior Windows	50+	Exterior Windows	20+
Interior Partition Glass/Doors	5+		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #5

Region 4	Facility No. 10
Department/Facility	Sheriff / Lancaster Station
Address	501 W. Lancaster Blvd. Lancaster, CA 93534

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	2	8	0800-1600	~~1~~		~~As needed~~
Afternoon	1	8	1700-0100			

FACILITY SPECIFICATIONS	
Gross Square Footage	40,713
User Square Footage	34,713
Staff in Building	249
Approximate Number of Persons Entering/Exiting Building Per Month	300
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	15
Number of Parking Lots	2
Number of Detention/Holding Cells	N/A
Total Number of Paper Towel Dispensers	24
Total Number of Soap Dispensers	14
Total Number of Sinks	21
Number of Kitchen Areas	3
Number of Kitchenettes	0
Number of Restrooms	14
Number of Toilets	20
Number of Urinals	18
Number of Showers	6
Rubbish/Trash Removal	150

WINDOW CLEANING			
Interior Windows	15	Exterior Windows	30
Interior Partition Glass/Doors	1		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 11
Department/Facility	Sheriff / Lomita Station
Address	26123 Narbonne Ave. Lomita, CA 90717

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	8	0700-1500			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	6,000
User Square Footage	4,000
Staff in Building	25
Approximate Number of Persons Entering/Exiting Building Per Month	500
Number of Floors	2
Number of Stairwells	1
Number of Elevators	0
Light Fixtures	60
Number of Parking Lots	45
Number of Detention/Holding Cells	10
Total Number of Paper Towel Dispensers	20
Total Number of Soap Dispensers	25
Total Number of Sinks	23
Number of Kitchen Areas	1
Number of Kitchenettes	0
Number of Restrooms	7
Number of Toilets	12
Number of Urinals	4
Number of Showers	4
Rubbish/Trash Removal	2

WINDOW CLEANING			
Interior Windows	1	Exterior Windows	1
Interior Partition Glass/Doors	10		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #5

Region 4	Facility No. 12
Department/Facility	Sheriff / Malibu/Lost Hills Station
Address	27050 Agoura Rd., Agoura, CA 91301

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	6	0700-1300	~~1~~	~~8~~	~~As needed~~
Afternoon	1	4	1700-2100			

FACILITY SPECIFICATIONS	
Gross Square Footage	27,500
User Square Footage	27,500
Staff in Building	210
Approximate Number of Persons Entering/Exiting Building Per Month	2,580
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	277
Number of Parking Lots	2
Number of Detention/Holding Cells	34
Total Number of Paper Towel Dispensers	15
Total Number of Soap Dispensers	15
Total Number of Sinks	48
Number of Kitchen Areas	2
Number of Kitchenettes	2
Number of Restrooms	11
Number of Toilets	48
Number of Urinals	8
Number of Showers	5
Rubbish/Trash Removal	89

WINDOW CLEANING			
Interior Windows	14	Exterior Windows	18
Interior Partition Glass/Doors	3		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 13
Department/Facility	Sheriff / Marina Del Rey Station
Address	13851 Fiji Way Marina Del Rey, CA 90292

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	1,980
User Square Footage	1,693
Staff in Building	15-20
Approximate Number of Persons Entering/Exiting Building Per Month	10-30
Number of Floors	2
Number of Stairwells	3
Number of Elevators	0
Light Fixtures	27
Number of Parking Lots	2
Number of Detention/Holding Cells	1 Detention/2 Holding
Total Number of Paper Towel Dispensers	5
Total Number of Soap Dispensers	6
Total Number of Sinks	5
Number of Kitchen Areas	2
Number of Kitchenettes	1
Number of Restrooms	4
Number of Toilets	5
Number of Urinals	2
Number of Showers	6
Rubbish/Trash Removal	40

WINDOW CLEANING			
Interior Windows	35	Exterior Windows	35
Interior Partition Glass/Doors	6		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 14
Department/Facility	Sheriff / Norwalk Station
Address	12335 Civic Center Dr. Norwalk, CA 90650

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	74,600
User Square Footage	35,200
Staff in Building	196
Approximate Number of Persons Entering/Exiting Building Per Month	8,500
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Light Fixtures	570
Number of Parking Lots	2
Number of Detention/Holding Cells	11
Total Number of Paper Towel Dispensers	11
Total Number of Soap Dispensers	19
Total Number of Sinks	30
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	9
Number of Toilets	29
Number of Urinals	10
Number of Showers	11
Rubbish/Trash Removal	46

WINDOW CLEANING			
Interior Windows	60	Exterior Windows	12
Interior Partition Glass/Doors	22		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 15
Department/Facility	Sheriff / Palmdale Station
Address	750 East Avenue Q, Palmdale, CA 93550

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0600-1400			
Afternoon (Mon-Fri)	1	4	1700-2100			

FACILITY SPECIFICATIONS	
Gross Square Footage	50,186
User Square Footage	46,307
Staff in Building	250
Approximate Number of Persons Entering/Exiting Building Per Month	4,000
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	500
Number of Parking Lots	2
Number of Detention/Holding Cells	20
Total Number of Paper Towel Dispensers	13
Total Number of Soap Dispensers	16
Total Number of Sinks	24
Number of Kitchen Areas	0
Number of Kitchenettes	3
Number of Restrooms	10
Number of Toilets	22
Number of Urinals	8
Number of Showers	3
Rubbish/Trash Removal	148

WINDOW CLEANING			
Interior Windows	55	Exterior Windows	53
Interior Partition Glass/Doors	4		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 16
Department/Facility	Sheriff / Pico Rivera Station
Address	6631 Passons Blvd., Pico Rivera, CA 90660

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	4	1000-1400			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	15,041
User Square Footage	6,000
Staff in Building	200
Approximate Number of Persons Entering/Exiting Building Per Month	300
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	200+
Number of Parking Lots	3
Number of Detention/Holding Cells	11
Total Number of Paper Towel Dispensers	8
Total Number of Soap Dispensers	9
Total Number of Sinks	9
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	6
Number of Toilets	9
Number of Urinals	3
Number of Showers	3
Rubbish/Trash Removal	40

WINDOW CLEANING			
Interior Windows	3	Exterior Windows	3
Interior Partition Glass/Doors	18		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 17
Department/Facility	Sheriff / San Dimas Station
Address	270 S. Walnut Ave., San Dimas, CA 91773

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0630-1430			
Afternoon (Mon-Fri)	1	4	1730-2130			

FACILITY SPECIFICATIONS	
Gross Square Footage	23,932
User Square Footage	22,735
Staff in Building	260
Approximate Number of Persons Entering/Exiting Building Per Month	1,500
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	300+
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	10
Total Number of Soap Dispensers	8
Total Number of Sinks	16
Number of Kitchen Areas	2
Number of Kitchenettes	0
Number of Restrooms	8
Number of Toilets	12
Number of Urinals	2
Number of Showers	4
Rubbish/Trash Removal	40+

WINDOW CLEANING			
Interior Windows	50+	Exterior Windows	45+
Interior Partition Glass/Doors	20+		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 18
Department/Facility	Sheriff / Santa Clarita Valley Station
Address	26201 Golden Valley Rd., Santa Clarita, CA 91350

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day	1	8	0900-1700			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	27,732
User Square Footage	27,732
Staff in Building	150
Approximate Number of Persons Entering/Exiting Building Per Month	500
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	675
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	28
Total Number of Soap Dispensers	27
Total Number of Sinks	36
Number of Kitchen Areas	1
Number of Kitchenettes	6
Number of Restrooms	10
Number of Toilets	20
Number of Urinals	7
Number of Showers	7
Rubbish/Trash Removal	70 interior/10 exterior

WINDOW CLEANING			
Interior Windows	50	Exterior Windows	45
Interior Partition Glass/Doors	20		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 19
Department/Facility	Sheriff / South Los Angeles Station
Address	13010 W. Imperial Highway, Los Angeles, CA 90044

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon (Mon-Fri)	1	8	1700-0100			

FACILITY SPECIFICATIONS	
Gross Square Footage	39,390
User Square Footage	37,420
Staff in Building	210
Approximate Number of Persons Entering/Exiting Building Per Month	300
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	500+
Number of Parking Lots	2
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	12
Total Number of Soap Dispensers	19
Total Number of Sinks	28
Number of Kitchen Areas	1
Number of Kitchenettes	5
Number of Restrooms	13
Number of Toilets	21
Number of Urinals	8
Number of Showers	4
Rubbish/Trash Removal	60+

WINDOW CLEANING			
Interior Windows	50+	Exterior Windows	50+
Interior Partition Glass/Doors	25+		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 20
Department/Facility	Sheriff / Temple Station
Address	8838 Las Tunas Dr., Temple City, CA 91780

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	2	8	0700-1500			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	17,984
User Square Footage	8,642
Staff in Building	200
Approximate Number of Persons Entering/Exiting Building Per Month	200
Number of Floors	3
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	380
Number of Parking Lots	1
Number of Detention/Holding Cells	3/25
Total Number of Paper Towel Dispensers	13
Total Number of Soap Dispensers	12
Total Number of Sinks	18
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	10
Number of Toilets	21
Number of Urinals	9
Number of Showers	7
Rubbish/Trash Removal	134

WINDOW CLEANING			
Interior Windows	42	Exterior Windows	42
Interior Partition Glass/Doors	14		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 21
Department/Facility	Sheriff / Walnut/Diamond Bar Station
Address	21695 E. Valley Blvd., Walnut, CA 91789

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	6	0700-1300	1	6	1000-1600
Afternoon (Mon-Fri)	1	4	1800-2200			

FACILITY SPECIFICATIONS	
Gross Square Footage	32,000
User Square Footage	15,923
Staff in Building	138
Approximate Number of Persons Entering/Exiting Building Per Month	200
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	503
Number of Parking Lots	2
Number of Detention/Holding Cells	16
Total Number of Paper Towel Dispensers	18
Total Number of Soap Dispensers	19
Total Number of Sinks	36
Number of Kitchen Areas	2
Number of Kitchenettes	1
Number of Restrooms	25
Number of Toilets	31
Number of Urinals	12
Number of Showers	12
Rubbish/Trash Removal	145

WINDOW CLEANING			
Interior Windows	49	Exterior Windows	49
Interior Partition Glass/Doors	90		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 22
Department/Facility	Sheriff / West Hollywood Station
Address	780 N. San Vicente Blvd., West Hollywood, CA 90069

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon-Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	30,432
User Square Footage	25,000
Staff in Building	143
Approximate Number of Persons Entering/Exiting Building Per Month	300 lobby/2860 emp
Number of Floors	2
Number of Stairwells	2
Number of Elevators	1
Light Fixtures	10
Number of Parking Lots	3
Number of Detention/Holding Cells	11
Total Number of Paper Towel Dispensers	8
Total Number of Soap Dispensers	8
Total Number of Sinks	9
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	8
Number of Toilets	12
Number of Urinals	7
Number of Showers	4
Rubbish/Trash Removal	68

WINDOW CLEANING			
Interior Windows	12	Exterior Windows	11
Interior Partition Glass/Doors	4		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 23
Department/Facility	Sheriff / Universal Studios Substation
Address	7572 Universal Hollywood Dr., Universal City, CA 91608

Hours of Operation				**Days of Operation**		
24 Hours				Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Tue & Fri)	1	6	0800-1400			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	14,424
User Square Footage	1,931
Staff in Building	20
Approximate Number of Persons Entering/Exiting Building Per Month	20-60
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	21
Number of Parking Lots	2
Number of Detention/Holding Cells	2
Total Number of Paper Towel Dispensers	3
Total Number of Soap Dispensers	3
Total Number of Sinks	1
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	2
Number of Toilets	6
Number of Urinals	2
Number of Showers	4
Rubbish/Trash Removal	5-10

WINDOW CLEANING			
Interior Windows	16	Exterior Windows	2
Interior Partition Glass/Doors	3		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 24
Department/Facility	Sheriff / Lennox Substation
Address	

Hours of Operation			**Days of Operation**		
24 Hours			Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Tue & Fri)	1	8	0700-1500			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	8,709
User Square Footage	4,892
Staff in Building	50
Approximate Number of Persons Entering/Exiting Building Per Month	50
Number of Floors	2
Number of Stairwells	1
Number of Elevators	0
Light Fixtures	60+
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	6
Total Number of Soap Dispensers	10
Total Number of Sinks	12
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	6
Number of Toilets	14
Number of Urinals	6
Number of Showers	5
Rubbish/Trash Removal	40+

WINDOW CLEANING			
Interior Windows	20+	Exterior Windows	20+
Interior Partition Glass/Doors	2		

Sheriff's Department
Staffing and Facility Specification Sheet

Region 4	Facility No. 25
Department/Facility	Sheriff / Lawndale Substation
Address	

Hours of Operation			**Days of Operation**		
24 Hours			Monday - Sunday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon, Wed, Fri)	1	3	0900-1200			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	3,200
User Square Footage	3,200
Staff in Building	10
Approximate Number of Persons Entering/Exiting Building Per Month	30
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	50+
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	3
Total Number of Soap Dispensers	4
Total Number of Sinks	4
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	2
Number of Toilets	3
Number of Urinals	2
Number of Showers	2
Rubbish/Trash Removal	30+

WINDOW CLEANING			
Interior Windows	20+	Exterior Windows	20+
Interior Partition Glass/Doors	2		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #5

Region 4	Facility No. 26
Department/Facility	Sheriff / Malibu Substation
Address	23555 Civic Center Way, Malibu, CA 90265

Hours of Operation	**Days of Operation**
24 Hours	Monday - Sunday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon, Wed, Fri)	1	8	0800-1600			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	29,053
User Square Footage	5,818
Staff in Building	20-60
Approximate Number of Persons Entering/Exiting Building Per Month	600
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	100
Number of Parking Lots	1
Number of Detention/Holding Cells	4
Total Number of Paper Towel Dispensers	7
Total Number of Soap Dispensers	7
Total Number of Sinks	9
Number of Kitchen Areas	1
Number of Kitchenettes	1
Number of Restrooms	7
Number of Toilets	8
Number of Urinals	1
Number of Showers	1
Rubbish/Trash Removal	15-20

WINDOW CLEANING			
Interior Windows	20	Exterior Windows	10
Interior Partition Glass/Doors	2		

Sheriff's Department
Staffing and Facility Specification Sheet

Amended under Bulletin #4

Region 4	Facility No. 27
Department/Facility	Sheriff / Old Santa Clarita Valley Station
Address	23740 Magic Mountain Parkway, Santa Clarita, 91355

Hours of Operation	**Days of Operation**
0800-1800 and 1800-0200	Monday - Friday

REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day (Mon & Wed)	1	4	1000-1400			
Afternoon						

FACILITY SPECIFICATIONS	
Gross Square Footage	26,352
User Square Footage (Partial Building + Trailer)	11075 + 1940
Staff in Building	20-60
Approximate Number of Persons Entering/Exiting Building Per Month	1800
Number of Floors	2
Number of Stairwells	2
Number of Elevators	0
Light Fixtures	200
Number of Parking Lots	2
Number of Detention/Holding Cells	N/A
Total Number of Paper Towel Dispensers	5
Total Number of Soap Dispensers	5
Total Number of Sinks	16
Number of Kitchen Areas	1
Number of Kitchenettes	2 (Building + Trailer)
Number of Restrooms	4
Number of Toilets	9
Number of Urinals	6
Number of Showers	3
Rubbish/Trash Removal	30-40

WINDOW CLEANING			
Interior Windows	30	Exterior Windows	23
Interior Partition Glass/Doors	3		

Sheriff's Department
Staffing and Facility Specification Sheet

Added under Bulletin #4

Region 4	Facility No. 28
Department/Facility	Sheriff / Psychological Services Bureau (Trailer)
Address	15530 Stafford Street, City of Industry, CA 91744

Hours of Operation				**Days of Operation**		
0700-1700				Monday - Friday		
REQUESTED STAFFING	**CUSTODIANS**			**SUPERVISORS**		
	NO.	**HOURS**	**SHIFT**	**NO.**	**HOURS**	**SHIFT**
Day						
Afternoon (Mon & Fri)	1	2	2100-2300			

FACILITY SPECIFICATIONS	
Gross Square Footage	900
User Square Footage (Trailer)	900
Staff in Building	2
Approximate Number of Persons Entering/Exiting Building Per Month	93
Number of Floors	1
Number of Stairwells	0
Number of Elevators	0
Light Fixtures	10
Number of Parking Lots	1
Number of Detention/Holding Cells	0
Total Number of Paper Towel Dispensers	1
Total Number of Soap Dispensers	1
Total Number of Sinks	1
Number of Kitchen Areas	0
Number of Kitchenettes	0
Number of Restrooms	1
Number of Toilets	1
Number of Urinals	0
Number of Showers	0
Rubbish/Trash Removal	2

WINDOW CLEANING			
Interior Windows		Exterior Windows	
Interior Partition Glass/Doors			

PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/REQUIRED SERVICES	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEES TO BE ASSESSED
SOW: Paragraph 2.0 (Days and Hours of Work)	Contractor must provide Services in accordance with the Days and hours of operations.	Inspection & Observation	$100 per employee per Business Day.
SOW: Paragraph: 8.1.3 & 8.1.4 (Contractor Personnel)	Contractor is required to provide all labor, uniforms with the company logo, badges, supervision, management, and any other goods and/or services that may be needed for the provision of Services.	Inspection & Observation	$100 per occurrence per Business Day until issue is resolved.
SOW: Paragraph 8.1.16 (Contractor Personnel)	Contractor's employees are prohibited from bringing the following into any of the Facilities: a. Visitors, b. Any cellular telephones or devices, cameras or video or audio recording equipment, c. Any form of weapons or contraband, and/or d. Any alcohol or drugs or be under the influence of alcohol/drugs.	Inspection & Observation	$500 per occurrence.
SOW: Paragraph: 8.1.17 (Contractor Personnel)	Contractor and Contractor's employees must not conduct nor allow to be conducted, tours or other unauthorized visits by any person not previously approved by County Project Director.	Inspection & Observation	$300 per occurrence.

PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

REFERENCE/REQUIRED SERVICES	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEES TO BE ASSESSED
SOW: Paragraph: 8.3 (Special Training Requirements)	Contractor must provide training as described in Contractor's Training and Safety program, including Infection Control, Public Safety (fire, electrical, disaster), Employee right-to-know (hazards and other OSHA risks associated with provision of services) and the Health Insurance Portability and Accountability Act (HIPAA).	Provide written documentation	$100 per Day, until written documentation is received.
SOW: Paragraph: 8.4.1 (Approval of Contractor's Employees)	The County has the absolute right to approve or disapprove any or all of Contractor's employees performing Work hereunder and any proposed changes in Contractor's employees.	Inspection & Observation	$500 per unauthorized employee providing Services.
SOW: Paragraph: 8.5.2 (Contractor Maintenance of County-Furnished Equipment)	Contractor is responsible for all keys issued to its employees. At no time are the keys to be duplicated by Contractor or taken home.	Inspection & Observation	$100 per lost key/keycard. Contractor pays for rekeying of facility due to lost keys.
Contract: Paragraph: 8.40 (Subcontracting)	Contractor must obtain the County's written approval prior to subcontracting any of its Work requirements.	Inspection & Observation	$500 per occurrence; possible termination for default of Contract.

	Under the penalty of perjury, my signature below acknowledges that today I have been given the opportunity to take my uninterrupted lunch and break(s) as required by law and I have taken them. Also, that I have reported any injury that has occurred during my work shift. I also agree that the hours reported are correct and that I accurately recorded my time In and out for lunch and breaks.	Mi firma abajo, es bajo pena de perjurio, que me han dado la oportunidad de tomar mi periodo de comida y tiempos de Oescanso sin interrupci6n como es requerldo por ley y los he tornado. Ademas, he reportada cualquier lastimadura que ha sucedido me perioco de trabajo. Tamblen estoy en acuerdo que las horas reportadas estan correctas y que he apuntado me entradas y salidas de mi perlodo de comida, llegada y salida exactamente.

EMPLOYEE SIGN-IN/ OUT SHEET

SITE NUMBER:

SHIFT: **DATE:** _____/_____

NAME	SIGN-IN TIME	1st BREAK		LUNCH		2nd BREAK		SIGN-OUT TIME	SIGNATURE AT END OF SHIFT
		TIME OUT	TIME IN	TIME OUT	TIME IN	TIME OUT	TIME IN		

ENTRY APPLICATION FOR CUSTODY FACILITIES

THIS APPLICATION IS A PERMANENT RECORD. ALL INFORMATION MUST BE *TYPED* OR *NEATLY PRINTED,* USING *BLACK INK ONLY.* ILLEGIBLE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

THE ATTACHED INSTRUCTIONS MUST BE FOLLOWED EXPLICITLY.

PART-TIME APPLICANTS WILL FILL OUT ONLY THOSE SECTIONS MARKED WITH A SHADED BLACK BOX (■)

IMPORTANT INSTRUCTIONS FOR COMPLETING APPLICATION

IT IS MANDATORY THAT ALL INFORMATION WHICH IS REQUESTED BE SUPPLIED IN THE EXACT NUMBER REQUESTED. EACH QUESTION ON THIS APPLICATION FORM MUST BE ANSWERED, LEAVE NO BLANKS. IF A QUESTION DOES NOT APPLY, ENTER "D.N.A." IN THE SPACE PROVIDED FOR THE ANSWER. ***INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.***

1. READ THE FORMS CAREFULLY.
2. LIST ZIP *CODES* AND *AREA CODES* ON ALL REQUESTED ADDRESSES AND TELEPHONE NUMBERS.
3. YOU MUST HAVE COMPLETE ADDRESSES AND TELEPHONE NUMBERS OF PRESENT AND PAST EMPLOYERS FOR THE LAST 5 YEARS.
4. COMPLETE ALL THE INFORMATION ON EDUCATIONAL BACKGROUND, LIST LAST HIGH SCHOOL ATTENDED OR GRADUATED FROM AND ALL COLLEGES ATTENDED.
5. LIST ALL RESIDENCES FROM LAST 5 YEARS TO PRESENT. TIME SPENT IN THE ARMED FORCES MAY BE SHOWN AS ONE RESIDENCE, I.E. - 1968-70, U.S. ARMY.
6. LIST RELATIVES IN THE ORDER REQUESTED. INFORMATION ON DECEASED RELATIVES SHOULD BE LISTED AS FOLLOWS: RELATIONSHIP, NAME, "DECEASED" AND BIRTHPLACE.
7. IF THERE IS NOT SUFFICIENT SPACE ON THE FORM TO INCLUDE ALL THE INFORMATION REQUIRED, PLACE A SUPPLEMENTAL INFORMATION SHEET, (8-1/2 X 11- LINED PAPER, IN PROPER SEQUENCE AND COMPLETE THE INFORMATION. BE CERTAIN TO IDENTIFY EACH QUESTION BY ITEM NUMBER ON THE SUPPLEMENTAL INFORMATION SHEET.
8. ANY FALSE STATEMENTS MADE ON THIS QUESTIONNAIRE MAY CAUSE THIS APPLICANTS NAME TO BE REMOVED FROM THE ELIGIBLE LIST OR BE CAUSE FOR IMMEDIATE DISMISSAL IF AN APPOINTMENT WAS MADE.

_____
Please initial this page

APPLICATION AND HISTORY RECORD

SECTION I -PERSONAL INFORMATION [redacted]

DATE OF APPLICATION	POSITION APPLIED FOR	(LEGAL NAME) LAST	FIRST	MIDDLE

SEX	AGE	HEIGHT	WEIGHT	HAIR	EYES	SOCIAL SECURITY NUMBER

ALIASES, NICKNAMES, MAIDEN NAME		
	___	U.S. CITIZEN
	___	NATURALIZED DATE STATE:
	___	LEGAL ALIEN

DATE OF BIRTH	PLACE OF BIRTH (CITY, COUNTY, STATE)

MOTOR VEHICLE OPERATOR'S LICENSE OR I.D. CARD NO. AND STATE	EXPIRATION DATE	AUTO INSURANCE POLICY NUMBER

NAME OF AUTO INSURANCE COMPANY	NUMBER	STREET	CITY	STATE	ZIP CODE

IN EMERGENCY NOTIFY (RELATIONSHIP, NAME, ADDRESS, ZIP CODE, TELEPHONE NUMBER WITH AREA CODE)

SECTION II -CURRENT RESIDENCE [redacted]

RESIDENCE ADDRESS (NUMBER, STREET, APT, NUMBER, CITY, STATE, ZIP CODE		
	___	OWN
	___	RENT
	___	VISITING

RESIDENCE PHONE (AREA CODE)	BUSINESS PHONE (AREA CODE &, EXTENSION)	OTHER PHONE (AREA CODE)

MAILING ADDRESS (IF DIFFERENT FROM RESIDENCE)

SECTION III - MARITAL INFORMATION [redacted]

MARITAL STATUS		
	____	SINGLE
		MARRIED

NAME OF PRESENT SPOUSE (FIRST, MIDDLE, LAST)	AGE	DATE OF BIRTH:

OTHER NAMES SPOUSE HAS USED	PLACE OF MARRIAGE (CITY, COUNTY, STATE, ZIP CODE)	DATE OF MARRIAGE

SPOUSE'S ADDRESS (IF DIFFERENT THAN APPLICANT'S)	TELEPHONE # (AREA CODE)

SPOUSE'S EMPLOYER'S NAME AND ADDRESS

SPOUSE'S POSITION OR TITLE	LENGTH OF TIME SPOUSE EMPLOYED BY PRESENT EMPLOYER	TELEPHONE # (AREA CODE)
	_____ YEARS_____MONTHS	

1. LIST ALL OF YOUR CHILDREN (INCLUDE STEP CHILDREN, ADOPTED CHILDREN, ETC.)

NAME	DATE OF BIRTH	RELATIONSHIP	PRESENTLY LIVING WITH YOU? YES	NO

SECTION IV - FAMILY HISTORY

1. LIST RELATIVES IN THE FOLLOWING ORDER: MOTHER (MAIDEN NAME), FATHER, STEP-MOTHER, STEPFATHER, BROTHERS, SISTERS, LEGAL GUARDIAN

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

RELATIONSHIP	AGE	LAST NAME	FIRST	MIDDLE	NICKNAME/MAIDEN NAME
ADDRESS			CITY	STATE	ZIP CODE
BIRTHPLACE				OCCUPATION	

IF DIVORCED, WIDOWED OR ANNULLED, LIST PRIOR MARRIAGES IN ORDER OF OCCURRENCE	
NAME OF FORMER SPOUSE	DATE FINAL DIVORCE FILED
PRESENT ADDRESS OF FORMER SPOUSE	TELEPHONE NO. (AREA CODE)
NAME OF FORMER SPOUSE	DATE FINAL DIVORCE FILED
PRESENT ADDRESS OF FORMER SPOUSE	TELEPHONE (AREA CODE)
AMOUNT OF CHILD SUPPORT OR ALIMONY ORDERED	HAVE YOU EVER BEEN DELINQUENT ON THESE PAYMENTS? IF YES: EXPLAIN: YES NO

SECTION V RESIDENCE INFORMATION

1. LIST ALL RESIDENCES DURING THE LAST 5 YEARS, START WITH CURRENT LOCATION.

FROM MO. /YR.	TO MO. /YR.	ADDRESS (NUMBER, STREET, APT. NUMBER, CITY, STATE, ZIP CODE)

SECTION VI - EDUCATION INFORMATION

1. LIST HIGH SCHOOL GRADUATED FROM OR LAST ATTENDED:

NAME OF SCHOOL	CITY AND STATE	FROM	TO	GRAD. ?	CALIFORNIA PROFICIENCY TEST YES NO WHEN TAKEN

2. LIST ALL COLLEGES AND UNIVERSITIES ATTENDED INCLUDING POST GRADUATE WORK

NAME OF SCHOOL	CITY AND STATE	FROM	TO	GRAD. ?	MAJOR TAKEN	UNITS EARNED

3. IF YOU HAVE OBTAINED A G.E.D. (GENERAL EDUCATION DEVELOPMENT) HIGH SCHOOL LEVEL EQUIVALENT. INDICATE TEST SCORES (STANDARD SCORES) AND U.S. PERCENTILE.

TEST AREAS			STANDARD SCORE	U.S. PERCENTILE
CORRECTIVENESS AND EFFECTIVENESS OF EXPRESSION				
INTERPRETATION OF READING MATERIALS IN SOCIAL STUDIES				
INTERPRETATION OF READING MATERIALS IN NATURAL SCIENCES				
INTERPRETATION OF LITERARY MATERIALS				
GENERAL MATHEMATICAL ABILITY				
WHERE TAKEN:	WHERE TAKEN:	AVERAGE:		

SECTION VII - ARREST INFORMATION [redacted]

1. EITHER AS AN ADULT OR A JUVENILE, HAVE YOU EVER BEEN DETAINED FOR INVESTIGATION, NAMED AS A SUSPECT IN A POLICE REPORT. HELD ON SUSPICION, QUESTIONED, FINGERPRINTED OR ARRESTED BY ANY LAW ENFORCEMENT AGENCY OR MILITARY AUTHORITY?

YES NO

IF THE ANSWER TO THE ABOVE QUESTION IS YES, LIST THE INFORMATION BELOW AND WRITE A SHORT NARRATIVE ACCOUNT OF EACH INCIDENT.

DATE	CHARGE	ARRESTING OR DETAINED AGENCY	PENALTY & COURT

SECTION VIII -TRAFFIC INFORMATION [redacted]

1. LIST THE DESCRIPTION OF CURRENT VEHICLE YOU OWN.

YEAR	MAKE	COLOR	BODY STYLE	LICENSE NUMBER

2. LIST EVERY CITATION RECEIVED FOR A MOVING OR EQUIPMENT VIOLATION IN THE LAST 3 YEARS

DATE	CHARGE	DEPARTMENT OR AGENCY	PENALTY (FINE, PROBATION, SENTENCE, ETC)

3. HAVE YOU FAILED TO PAY OR APPEAR IN COURT ON ANY OF THE ABOVE CITATIONS? YES NO [IF YES, EXPLAIN]

4. HAS YOUR DRIVER'S LICENSE EVER BEEN SUSPENDED, REVOKED, PLACED ON PROBATION, OR HAVE YOU EVER RECEIVED A WARNING NOTICE FROM THE STATE THAT ISSUED YOUR LICENSE? YES NO IF YES, EXPLAIN

5. HAVE YOU EVER BEEN INVOLVED IN A TRAFFIC ACCIDENT? YES NO IF YES, DESCRIBE EACH ACCIDENT IN A BRIEF NARRATIVE INCLUDING DATE, LOCATION, AND POLICE AGENCY INVOLVED AND WHETHER OR NOT YOU RECEIVED A CITATION.

6. HAVE YOU EXPERIMENTED OR USED ANY ILLEGAL SUBSTANCE, DRUGS OR NARCOTICS WITHIN THE PAST YEAR? YES NO (IF YES EXPLAIN)

I UNDERSTAND THAT ANY APPOINTMENT TENDERED ME WILL BE CONTINGENT UPON THE RESULTS OF A THOROUGH CHARACTER AND FITNESS INVESTIGATION, AND I AM AWARE THAT ANY FALSE STATEMENT OR OMISSION MADE ON THIS QUESTIONNAIRE WILL CAUSE MY NAME TO BE REMOVED FROM THE ELIGIBLE LIST, OR BE CAUSE FOR IMMEDIATE DISMISSAL IF AN APPOINTMENT WAS MADE.

DATE:_____ SIGNATURE: _____