

**OFFICE OF THE SHERIFF**



**MILWAUKEE COUNTY**

**SHERIFF EARNELL R. LUCAS**

File No: 21-700

**DATE:** August 5, 2021

**TO:** Supervisor Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

**FROM:** Denita Ball, Chief Deputy, Office of the Sheriff, Milwaukee County

**SUBJECT:** From the Chief Deputy, Office of the Sheriff, requesting authorization to execute a Purchase of services contract with G4S Secure Solutions (USA) Inc. to provide intrastate secure transportation services for the Milwaukee County Sheriff's Office.

**BACKGROUND**

In November of 2020, the Milwaukee County Sheriff's Office (MCSO) issued Request for Proposal (RFP # 9820018) to seek vendors to bid on Secured Transportation Services. The vendor shall provide secured transportation for the Milwaukee County Sheriff's Office in accordance with state and federal laws, MCSO rules and regulations and Wisconsin Department of Justice (DOJ) standards. Secured transportation includes but is not limited to trips between Milwaukee County Sheriff's office, House of Correction, Vel Phillips Juvenile Justice Center, all state and county institutions in any of the 72 counties in the State of Wisconsin, US Marshall's services, medical and mental health appointments.

On February 12, 2021, G4S Secure Solutions (USA) Inc. submitted a responsive and responsible proposal in accordance with the RFP, including a Cost and Technical proposal response.

The Milwaukee County Procurement Office selected G4S Secure Solutions (USA) Inc.'s proposal as the highest-scoring and winning proposal after a review of all responsive and responsible proposals based on the RFP criteria and evaluation of the RFP responses.

The costs are broken down by two categories which are as follows:

- A) Administrative Cost – Fixed Cost
- B) Transportation Services Cost – Mileage, Resident and Standby Charges.

Administrative Costs include the fixed monthly cost to cover administrative costs for staff (Program Head, Supervisor, Schedulers, and Administrators) and any other overhead required for the success of the program. The cost sheet and rates are below.

<b>COST SHEET - RATES &amp; FEES</b>		
<b>ADMINISTRATIVE RATES &amp; FEES</b>		
<b>ADMINISTRATION TO INCLUDE</b>	<b>Monthly Cost</b>	<b>Annual Cost</b>
Program Head	\$9,054.93	\$108,659.20
Supervisors	\$11,426.13	\$137,113.60
Schedulers	\$5,713.07	\$68,556.80
Administrators	\$10,382.67	\$124,592.00
Miscellaneous Overhead costs	\$19,617.02	\$235,404.24
<b>Total Cost:</b>	<b>\$56,193.82</b>	<b>\$674,325.84</b>

Transportation services includes mileage, Resident and Standby Charges. Charges are billed for Transportation Services in each category of vehicle used are as follows.

<b>PER MILE RATES &amp; FEES</b>			
Type of Vehicle	Mileage Charge	Additional Inmate Charge	Charge (per 15 minute)
Car	\$0	\$0	\$0
Van	\$2.06	\$25.00	\$15.29
Bus	\$20.74	\$25.00	\$15.29

- a) Mileage Charge - The mileage charge must be provided as a per-mile number and will be multiplied by the total trip mileage to arrive at the mile charge for the entire trip.
- b) Detainee Charge - Each vehicle category shall include a charge for the first detainee transported on any trip, inclusive of 30 minutes of pick-up and drop-off time for that inmate (or a total of 60 minutes between the point of origin and destination.)
- c) Additional Detainee Charge - Each vehicle shall include an additional detainee charge for each additional resident on the same direct trip. The additional resident charge is used for the 15 minutes of exchange at point of origin and destination for each resident, in addition to the 30 minutes provided by the detainee charge.
- d) Client Standby charges – Each vehicle shall include client standby charges. These charges are for medical appointments, court appointments, or any trip that

- exceeds 30 minutes per resident for pick up or drop-off. Client standby charges should be billed in 15 minutes increments. Client Standby charges shall begin upon exhaustion of all detainee and additional detainee charges for the location.
- e) It is estimated that the cost per resident per hour would be \$68.72 excluding administrative fees. Given the lack of experience between Milwaukee County and G4S with this charging method G4S stated in their cost sheet explanation that this unit cost may vary based upon volume.

It is requested that Milwaukee County Board of Supervisors approve the Chief Deputy's request to contract with G4S Secure Solutions (USA) Inc. to provide intrastate secure transport services for the Milwaukee County Office of the Sheriff in accordance with state and federal laws, MCSO rules and regulations and Wisconsin Department of Justice (DOJ) standards.

The contract period will be for a three (3) years and three-month period with three additional one-year renewal options.

*Denita Ball*

---

Denita R. Ball, Chief Deputy

Milwaukee County Office of the Sheriff