

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: November 16, 2018

TO: Theodore Lipscomb, Sr. Chairman, Milwaukee County Board of Supervisors

FROM: Donna Brown-Martin, Director, Department of Transportation

SUBJECT: Authorization for Milwaukee County Department of Transportation (MCDOT), Airport Division, General Mitchell International Airport (GMIA), to enter into a written agreement for Unarmed Security Officer Services at GMIA.

POLICY

The Department of Transportation, Airport Division, is seeking authorization to enter into an agreement with HSS Inc. for Unarmed Security Officer Services.

BACKGROUND

A Request for Proposal (RFP) invited sealed competitive proposals from qualified firms interested in providing three unarmed security officers, one supervisor, and one program manager to provide 24-hour coverage for security services required by the airport. The RFP that was submitted is a renewal of existing services based on the expiration of the current contract at the end of 2018.

Based on the recommendation of the RFP Review Panel, HSS Inc. would return as the selected firm. The Term of Agreement(s) made pursuant to this RFP is scheduled from January 1, 2019 through November 30, 2021. The County and the Proposer may mutually agree to extend the contract for two (2), one-year periods up to and including November 30, 2023.

Security Officers are primarily needed to meet and maintain compliance with applicable federal, and county rules and regulations, to include those governing civil aviation securities within the Airport Security Program. This program includes Officers patrolling the terminal building and Officers inspecting vehicles and occupants entering the airfield through vehicle check points.

RECOMMENDATION

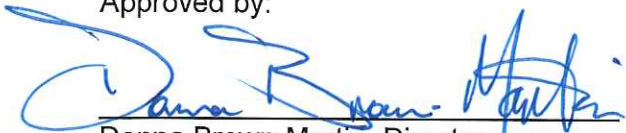
Based on the minimum scheduled hours for security services, the minimum annual amount of the contract is estimated at \$881,239.00. The Airport Director recommends entering into a contract agreement with HSS Inc. for Airport Security Services.

FISCAL NOTE

A fiscal note is attached.

Prepared by: Brian Dranzik, Airport Director

Approved by:


Donna Brown-Martin, Director
Milwaukee County Department of Transportation

Cc: John Weishan, Jr., Chair Transportation, Public Works and Transit Committee