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3 (ITEM) From the Sheriff requesting authorization to execute a short term professional
4 services contract with State Process Service, Inc. to provide limited,
5 contracted civil process service in Milwaukee County from March 19, 2017
6 and not to exceed August 31, 2017:

7 A RESOLUTION

8 WHEREAS, Wisconsin State Statute 59-27(4) requires the Sheriff to execute all
9 service of civil process papers in Milwaukee County as civil process papers are time sensitive
10 and need to be executed in accordance with State Statute Chapters 801 & 847 depending upon
11 the paper type, and

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13 WHEREAS, State Process Service, Inc. provided limited, contracted civil process
14 paper service for the Office of the Milwaukee County Sheriff from March 19, 2012 until March
15 18, 2017, and now a Request for Proposal has been published to award a new contract utilizing
16 current technology at effective rates; and

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18 WHEREAS, due to the impending expiration of the contract with State Process
19 Service, Inc. a Request for Proposal was prepared and published on February 2, 2017, and

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21 WHEREAS, only one response to the Request for Proposal was received and was
22 deemed not compliant in regards to the requirements of the RFP, and

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24 WHEREAS, response to the RFP was considered inadequate, the respondent
25 notified, and the Request for Proposal withdrawn until a new document could be prepared and
26 issued to solicit additional responses, and

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28 WHEREAS, State Process Service, Inc. has agreed to continue the civil process
29 paper service until such time that a new contract is awarded based upon the results of the
30 subsequent RFP; and

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32 WHEREAS, the vendor shall continue to be paid \$34.00 for each civil process paper
33 service with each service consisting of three (3) service attempts; and

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35 WHEREAS, based upon historical volume the maximum amount to be expended will
36 be \$94,850.00; and

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38 WHEREAS, the contract will be effective March 19, 2017 and terminate no later than
39 August 31, 2017 as this is considered ample time to evaluate the results of the RFP and award
40 a new contract; and

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42 WHEREAS, upon the award of a new contract the Unrestricted Right of Termination
43 will allow the Sheriff to cancel this contract in whole by providing (14) days written notice before
44 the termination date of this agreement; and

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46 WHEREAS, all covenants, insurance requirements, and independent contractor
47 provisions as stipulated in the previous contract remain in force; and

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49 BE IT RESOLVED, the Sheriff is hereby authorized to execute a short term contract
50 from March 19, 2017 and not to exceed August 31, 2017 and if prior to the ending date a
51 contract is awarded as a result of the RFP this contract will be terminated by (14) day written
52 notification.
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54 **FISCAL NOTE**

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56 The 2017 Adopted Budget for the Office of the Sheriff includes expenditure authority of
57 \$94,850 for the contract period of March 19, 2017 to August 31, 2017.

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