

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: 11/4/2022

To: Marcelia Nicholson, Chair, Milwaukee County Board of Supervisors

From: Chantell Jewell, Superintendent, Milwaukee County House of Correction (HOC)

Subject: 2023 Day Reporting Center Contract Extension

File Type: Action Report

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**POLICY**

Milwaukee County Code of General Ordinances:	MCGO 56.30
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**BACKGROUND**

The current contract with Wisconsin Community Services, Inc. (WCS) to operate the Day Reporting Center expires on December 31, 2022.

WCS was awarded the Day Reporting Center contract by Request for Proposal #98150015. County Board file #15-719 approved the contract with WCS for three years with two one-year extensions. County Board file #20-630 approved an additional one-year extension in 2021, and County Board file #21-391 approved an additional one-year extension for 2022.

Due to the House of Correction review of the program to ensure alignment with best practices, Department of Administrative Services-Procurement has yet to issue a Request for Proposals (RFP) to operate the Day Reporting Center. Therefore, the House of Correction is requesting a one-year extension. The extension will maintain the current 30-day termination clause. This clause allows for the exit of the contract based on the results of a new RFP and contract award. WCS is amenable to the extension using existing contract language, including the 30-day termination. The Department of Administrative Services agrees that this extension will allow the County to issue a revised RFP to ensure alignment with best practices and the current community needs.

**RECOMMENDATION**

The Superintendent of the House of Correction respectfully submits this action item to request the authority to enter into a one-year contract extension with Wisconsin

Community Services, Inc. to operate the Day Reporting Center.

**FISCAL EFFECT**

If a contract extension is approved, it is estimated to cost the County \$801,744. A fiscal note form is attached.

**PREPARED BY:**

Michael Bickerstaff  
Public Safety Fiscal Administrator

*Chantell Jewell*

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Chantell Jewell, Superintendent  
Milwaukee County House of Correction

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk

**Certificate Of Completion**

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Superintendent	Signed: 11/4/2022 8:16:57 AM
Milwaukee County	
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