

MILWAUKEE COUNTY FISCAL NOTE FORM**DATE:** 11/4/2022Original Fiscal Note Substitute Fiscal Note

SUBJECT: From the Superintendent, House of Correction requesting authorization to enter into a Purchase of Service Contract extension with Aramark Correctional Services LLC to extend the term for commissary, trust accounting, and kiosk services for the period of January 1, 2023, to December 31, 2023, to ensure continuity in commissary and accounting services, and to give the County time to put out a requestion for proposal for these services.

FISCAL EFFECT: No Direct County Fiscal Impact Expenditures Increase Capital Existing Staff Time Required Decrease Capital

Expenditures

 Increase Operating Expenditures
(If checked, check one of two boxes below) Increase Capital Revenues Absorbed Within Agency's Budget Decrease Capital Revenues Not Absorbed Within Agency's Budget Decrease Operating Expenditures Use of contingent funds Increase Operating Revenues Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

| | Expenditure or Revenue Category | Current Year | Subsequent Year |
|-----------------------------------|--|---------------------|------------------------|
| Operating Budget | Expenditure | \$0 | \$0 |
| | Revenue | 0 | 0 |
| | Net Cost | \$0 | 0 |
| Capital Improvement Budget | Expenditure | 0 | 0 |
| | Revenue | 0 | 0 |
| | Net Cost | 0 | 0 |

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.
 - A. Approval of this contract will authorize the Superintendent of the House of Correction (HOC) to enter into a one-year Purchase of Service contract extension with Aramark Correctional Services, LLC for continuation of commissary and trust accounting services. .
 - B. Aramark pays the County a percentage of commissary sales. This extension would not change costs or revenues. The estimated revenue for 2023 for the HOC is \$505,416, and for the CJF is \$320,000. These revenues was also included in the 2023 Requested Budget.
 - C. No impact on current or subsequent year if this extension is approved.
 - D. No assumptions applicable.

Department/Prepared By HOC/Michael Bickerstaff

Authorized Signature _____ 

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review? Yes No Not Required

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.


Certificate Of Completion

| | |
|--|---|
| Envelope Id: 1A75EEB49D554CA9B7E835B0C95DFD96 | Status: Completed |
| Subject: Complete with DocuSign: 2023 Aramark Commissary Contract Extension Fiscal Note Draft 1.docx | |
| Source Envelope: | |
| Document Pages: 2 | Signatures: 1 |
| Certificate Pages: 1 | Initials: 0 |
| AutoNav: Enabled | Envelope Originator: |
| Enveloped Stamping: Enabled | Michael Bickerstaff |
| Time Zone: (UTC-06:00) Central Time (US & Canada) | 633 W. Wisconsin Ave. |
| | Suite 901 |
| | Milwaukee, WI 53203 |
| | Michael.Bickerstaff@milwaukeecountywi.gov |
| | IP Address: 204.194.251.5 |

Record Tracking

| | | |
|----------------------|---|--------------------|
| Status: Original | Holder: Michael Bickerstaff | Location: DocuSign |
| 11/4/2022 7:59:21 AM | | |
| | Michael.Bickerstaff@milwaukeecountywi.gov | |

Signer Events

| Signer Events | Signature | Timestamp |
|--|--|--|
| Michael Bickerstaff michael.bickerstaff@milwaukeecountywi.gov Public Safety Fiscal Administrator - HOC Milwaukee County Security Level: Email, Account Authentication (None) |  Signature Adoption: Uploaded Signature Image Using IP Address: 204.194.251.5 | Sent: 11/4/2022 7:59:54 AM Viewed: 11/4/2022 8:11:19 AM Signed: 11/4/2022 8:11:58 AM |

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

| | | |
|---------------------|------------------|----------------------|
| Envelope Sent | Hashed/Encrypted | 11/4/2022 7:59:54 AM |
| Certified Delivered | Security Checked | 11/4/2022 8:11:19 AM |
| Signing Complete | Security Checked | 11/4/2022 8:11:58 AM |
| Completed | Security Checked | 11/4/2022 8:11:58 AM |

Payment Events**Status****Timestamps**