

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**FILE No. 19-95  
REVISED 1/16/19**

**DATE:** December 28, 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.

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 March 1, 2019 through February 28, 2022. The County may extend the contract for two (2), one-year periods up to and including February 28, 2024.

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**

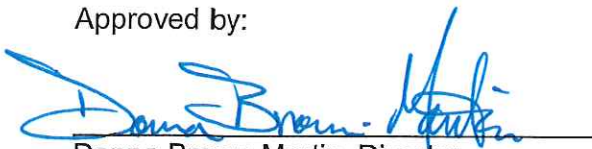
Based on the minimum scheduled hours for security services, the minimum annual amount of the contract is estimated at \$881,239.00. The Airport Director recommends entering into a contract agreement with HSS Inc. for Airport Security Services.

**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