

BOC Meeting Date
9/16/2020**Requesting Agency**

Sheriff

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contract – Sheriff's Office 18ITB060118B-BR Prisoner Transportation Services with U.S. Corrections, LLC (Whites Creek, TN) in the amount of \$254,730.00 to provide national prisoner transportation services. This action exercises the second of two renewal options. No renewal options remain. Effective January 1, 2021 through December 31, 2021.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes Justice and Safety

Is this a purchasing item?

Yes

Summary & Background*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work: The Sheriff's Office request approval to renew the Prisoner Transportation Services contract to provide national prisoner transportation services for the Fulton County Sheriff's Office.

Community Impact: None to the knowledge of the Sheriff's Office.

Project Implications: The Sheriff's Office is responsible for transporting inmates in Fulton County and possibly to other jurisdictions who must attend courts in Fulton County, pursuant to extradition as defined in O.C.G.A. Title 17 Chapter 13, Criminal Extradition. Each governmental entity is responsible for transporting extradited prisoners in order to meet court dates scheduled by judge's order for the inmates. The provider is in full compliance with federal performance standards required by the Interstate Transportation of Dangerous Criminals Act of 2000 (Jeanna's Act).

Community Issues/Concerns: None.

Department Issues/Concerns: None

History of BOC Agenda Item: Yes

Agency Director Approval**County Manager's Approval**

Typed Name and Title

Felicia Strong-Whitaker

Phone

4040-612-5800

Signature

Date

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	18-0808	11/07/2018	\$160,000.00
Amendment #1	19-0347	5/1/2019	\$0.00
Amendment #2	19-0735	9/18/2019	\$94,730.00
Renewal #1	19-0836	10/16/2019	\$254,730.00
Renewal #2			\$254,730.00
Total Revise Amount			\$764,190.00

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Contract Value: \$ 254,730.00

Prime Vendor: U.S. Correction, LLC
Location: Whites Creek, TN
County: Davidson County
Prime Value: \$254,730.00 or 100%
Subcontractor: None

Total Contract Value: \$254,730.00 or 100%
Total M/FBE Value: -0-

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$254,730.00 or 100%
Total M/FBE Values	0.00
Total Prime Value	\$254,730.00 or 100%

Fiscal Impact / Funding Source	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>
\$254,730.00, 100-330-3303-1308, General Fund, Sheriff's Office, Transfer, Return of Prisoners	

Exhibits Attached	<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>
Exhibit 1: Contract Renewal Agreement	
Exhibit 2 :Contract Renewal Evaluation	
Exhibit 3: Contract Performance Report	

Source of Additional Information	<i>(Type Name, Title, Agency and Phone)</i>
1) Leighton Graham, Colonel, Sheriff's Office, 404-612-6782	
2) Flora Eatman, Accounting Manager, Sheriff's Office, 404-612-9241	

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker	Phone 4040-612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement**Contract Attached:**
No**Previous Contracts:**
Yes**Solicitation Number:**
18ITB060118B-BR**Submitting Agency:**
Sheriff's Office**Staff Contact:**
Leighton Graham**Contact Phone:**
404-612-6782**Description: Renewal of an agreement.****FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: \$160,000.00
 Previous Adjustments: \$349,460.00
 This Request: \$254,730.00
 TOTAL: \$764,190.00

MBE/FBE Participation:

Amount: . %: .
 Amount: . %: .
 Amount: 0.00 %: .
 Amount: . %: .

Grant Information Summary:

Amount Requested: . ☐ Cash
 Match Required: . ☐ In-Kind
 Start Date: . ☐ Approval to Award
 End Date: . ☐ Apply & Accept
 Match Account \$: .

Funding Line 1:

100-330-3303-1308

Funding Line 2:

.

Funding Line 3:

.

Funding Line 4:

.

KEY CONTRACT TERMS**Start Date:**

1/1/2021

End Date:

12/31/2021

Cost Adjustment:

.

Renewal/Extension Terms:

No renewal remain

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Carter, Jimmy	Date: 9/5/2020
X	County Attorney:	Palmer, Ashley	Date: 9/8/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 9/9/2020
X	Finance/Budget Analyst/Grants Admin:	Walker, Catherine	Date: 9/8/2020
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 9/9/2020



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL AGREEMENT

DEPARTMENT: Sheriff's Office

BID/RFP# NUMBER: 18ITB060118B-BR

BID/RFP# TITLE: Prisoner Transportation Services

ORIGINAL APPROVAL DATE: November 7, 2018

RENEWAL PERIOD: FROM: January 1, 2021 THROUGH December 31, 2021

RENEWAL OPTION #: 2 OF 2

NUMBER OF RENEWAL OPTIONS: 2

RENEWAL AMOUNT: \$254,730.00

COMPANY'S NAME: U.S. Corrections

ADDRESS: 1877 Lane Drive

CITY: Nashville

STATE: TN

ZIP: 37210

This Renewal Agreement No. 2 was approved by the Fulton County Board of Commissioners on BOC DATE: BOC NUMBER:

SIGNATURES: SEE NEXT PAGE

SIGNATURES:

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 18ITB060118B-BR

(Person signing must have signature authority for the company/corporation)

NAME: _____ **(Print)**
(CEO, President, Vice President)

VENDOR'S SIGNATURE: _____ **DATE:** _____

ATTEST:

_____ **NOTARY PUBLIC:** _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

FULTON COUNTY, GEORGIA

_____ **DATE:** _____
ROBERT L. PITTS, CHAIRMAN
FULTON COUNTY BOARD OF COMMISSIONERS

ATTEST:

_____ **DATE:** _____
TONYA R. GRIER
INTERIM CLERK TO THE COMMISSION

SEAL (Affix)

DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED BID/RFP:

DEPARTMENT HEAD: _____ **(Print)**

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

ITEM#: _____ RCS: _____ RECESS MEETING	ITEM#: _____ RM: _____ REGULAR MEETING
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Contract Renewal Evaluation Form

Date:	September 5, 2020
Department:	SHERIFF
Contract Number:	18ITB060118B-BR
Contract Title:	Prisoner Transportation Services

Instructions:

It is extremely important that every contract be rigidly scrutinized to determine if the contract provides the County with value. Each renewal shall be reviewed and answers provided to determine whether services should be maintained, services/scope reduced, services brought in-house or if the contract should be terminated. Please submit a completed copy of this form with all renewal requests.

1. Describe what efforts were made to reduce the scope and cost of this contract.

Processed through the County Purchasing ITB process.

2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market. Check all applicable statements and provide documentation:

☐ Internet search of pricing for same product or service: N/A

Date of search:	Click here to enter a date.
Price found:	Click here to enter text.
Different features / Conditions:	Click here to enter text.
Percent difference between internet price and renewal price:	Click here to enter text.

Explanation / Notes:

Click here to enter text.

☐ Market Survey of other jurisdictions:

Date contacted:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Click here to enter text.

Explanation / Notes:

☐ Other (Describe in detail the analysis conducted and the outcome):

[Click here to enter text.](#)

3. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

FY2019 \$257,467.70

4. Does the renewal option include an adjustment for inflation? ☐ Yes ☒ No
(Information can be obtained from CPI index)

Was it part of the initial contract? ☐ Yes ☐ No

Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.

Explanation / Notes:

[Click here to enter text.](#)

5. Is this a seasonal item or service? ☐ Yes ☒ No
6. Has an analysis been conducted to determine if this service can be performed in-house? ☐ Yes ☒ No If yes, attach the analysis.
7. What would be the impact on your department if this contract was not approved?
The Sheriff's Office would not be able to fulfill its mandated responsibility.

Roderic Terrell

September 5, 2020

Prepared by

Date

Leighton Graham

September 5, 2020

Department Head

Date

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
4/1/2020	6/30/2020	1/1/2020	12/31/2020
PO Number			PO Date
Department	Sheriff		
Bid Number	18ITB060118B-BR		
Service Commodity	Prisoner Transport Services		
Contractor	U.S. Corrections		

= Unsatisfactory	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
= Poor	<i>Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.</i>
= Satisfactory	<i>Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</i>
= Good	<i>Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</i>
= Excellent	<i>Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.</i>

. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

Contract compliances are all in order and the quality of service remains excellent.

. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

Deadlines are always met unless there are unavoidable circumstances involved which are always corrected immediately without delay. Response time is excellent and sometimes occurs sooner than scheduled or agreed upon.

. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

20-0649

experiencing some trying times this year and they have stepped up to meet the challenges that everyone has been faced with and made this transition easy to all these adverse conditions this year. So promptness and responsiveness did not change.

4

Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

Changes in the billing and budget have had to be adjusted because of the circumstances we have encountered, however the quality never waived and they continued to meet all specifications.

Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

Comments:

Management and the supervisory level are always available to handle any and all questions. They make sure each case, whatever the situation might be is handled swiftly and without delay of getting to the source of the problem and always keeping focus with the timeliness at hand.

Overall Performance Rating:

4.0

Would you select/recommend this vendor again?
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

kenneth.shropshire

Department Head Name

Department Head Signature

Date

Ted Jackson

Ted Jackson

8/27/2020