

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Supervisor McCarville		Resolution No. 2021 RES-202
Vote Required: Majority <input checked="" type="checkbox"/> Two-Thirds		Ordinance Amendment No. _____

Title of Resolution or Ord. Amd.:

**AWARD OF CONTRACT TO PROVIDE COMMISSARY, BANKING, AND TRUST SERVICES TO DANE COUNTY SHERIFF'S OFFICE  
JAIL RESIDENTS**

**Policy Analysis Statement:**

Brief Description of Proposal -  
Request approval to award a 5-year contract to Elior, doing business as Summit Food Service, LLC, for provision of commissary, banking, and trust services to the Dane County Jail residents commencing October 21, 2021 through October 20, 2026.

Current Policy or Practice -  
Dane County engaged in a competitive Request for Proposal (RFP) process, Proposal # 121015, for a vendor to provide commissary, banking, and trust services to Dane County Jail residents. Summit Food Service, LLC, 500 East 52<sup>nd</sup> North, Sioux Falls, South Dakota, 57104, was the successful bidder in the competitive RFP process.

Impact of Adopting Proposal -  
Commissary or "canteen" is a store within a correctional facility from which residents may purchase approved products such as hygiene items, snacks, writing instruments etc., that are not furnished by the correctional facility. Commissary, banking and trust services provide jail residents with options and additional resources to help make their stay more comfortable.

**Fiscal Estimate:**

<u>Fiscal Effect (check all that apply) -</u>	<u>Budget Effect (check all that apply)</u>
<input checked="" type="checkbox"/> No Fiscal Effect	<input checked="" type="checkbox"/> No Budget Effect
<input type="checkbox"/> Results in Revenue Increase	<input type="checkbox"/> Increases Rev. Budget
<input type="checkbox"/> Results in Expenditure Increase	<input type="checkbox"/> Increases Exp. Budget
<input type="checkbox"/> Results in Revenue Decrease	<input type="checkbox"/> Decreases Rev. Budget
<input type="checkbox"/> Results in Expenditure Decrease	<input type="checkbox"/> Decreases Exp. Budget
	<input type="checkbox"/> Increases Position Authority
	<input type="checkbox"/> Decreases Position Authority
	Note: if any budget effect, 2/3 vote is required

**Narrative/Assumptions about long range fiscal effect:**

N/A

**Expenditure/Revenue Changes:**

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other			\$290,262	
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$290,262	\$0

**Personnel Impact/FTE Changes:**

N/A

**Prepared By:**

Agency: Sheriff Office	Division: Administrative Services
Prepared by: Lillian Radivojevich	Date: 10/01/21 Phone: 608.284.4801
Reviewed by: Christopher J. Nygaard, Chief Deputy	Date: 10/01/21 Phone: 608.284.6167