

Res 556
Significant

CONTRACT COVERSHEET

NOTE: Shaded areas are for County Executive review.

DEPARTMENT Dane County Sheriff's Office	CONTRACT/ADDENDUM #: 11333D																											
1. This contract, grant or addendum: <input checked="" type="checkbox"/> AWARDS <input type="checkbox"/> ACCEPTS	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%; text-align: left;">Contract</th> <th style="width: 40%; text-align: center;">If Addendum, please include original contract number</th> <th style="width: 30%; text-align: right;">Addendum</th> </tr> <tr> <td style="text-align: center;">↓</td> <td></td> <td style="text-align: center;">↓</td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">POS</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Co Lesse</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Co Lessor</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Intergovernmental</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Purchase of Property</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Property Sale</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td style="text-align: center;">Other:</td> <td><input type="checkbox"/></td> </tr> </table>	Contract	If Addendum, please include original contract number	Addendum	↓		↓	<input type="checkbox"/>	POS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Co Lesse	<input type="checkbox"/>	<input type="checkbox"/>	Co Lessor	<input type="checkbox"/>	<input type="checkbox"/>	Intergovernmental	<input type="checkbox"/>	<input type="checkbox"/>	Purchase of Property	<input type="checkbox"/>	<input type="checkbox"/>	Property Sale	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>
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<input type="checkbox"/>	Other:	<input type="checkbox"/>																										
2. This contract is discretionary <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																												
3. Term of Contract or Addendum: From: <u>1/1/2013</u> To: <u>1/15/2016</u>																												
4. Amount of Contract or Addendum \$337,230																												
5. Purpose: <small>Request approval for a contract time extension and to completion further analysis and make recommendations for emerging health and safety issues in the CCB Jail, compliance with PREA Act, alternatives to solitary confinement, and to identify adjustments and options for upgrading jail facilities to meet current jail standards, applicable codes and inmate health and safety issues.</small>																												
6. Vendor or Funding Source: Mead & Hunt, Inc.																												
7. MUNIS Vendor Code: 5096																												
8. Bid/RFP Number:																												
9. If grant: Funds Positions? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Will require on-going or matching funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																												
10. Are funds included in the budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Reg #																												
11. Account No. & Amount, Org. & Obj. <u>CPSHRF 57683</u> Amount \$ <u>337,230</u> Account No. & Amount, Org. & Obj. _____ Amount \$ _____ Account No. & Amount, Org. & Obj. _____ Amount \$ _____																												
12. Is a resolution needed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If "YES," please attach a copy of the Resolution. If Resolution has already been approved by the County Board, Resolution No. & date of adoption <u>2014 RES-556</u>																												
13. Does Domestic Partner equal benefits requirement apply? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																												
14. Director's Approval																												

CONTRACT REVIEW/APPROVALS

Initials	Fntnt	Date In	Date Out
<u>MG</u>	Received	<u>4-16-15</u>	
<u>AK</u>	Controller		<u>4/17/15</u>
<u>Kg</u>	Corporation Counsel	<u>4/17/15</u>	<u>4/20/15</u>
<u>JL</u>	Risk Management	<u>4/20/15</u>	<u>4/20/15</u>
<u>AV</u>	ADA Coordinator	<u>4/20/15</u>	<u>4/20/15</u>
<u>CO</u>	Purchasing Agent	<u>4/21/15</u>	<u>4/21/15</u>
_____	County Executive	_____	_____

VENDOR

Vendor Name & Address Mead & Hunt 6501 Watts Road Madison, WI 53719
Contact Person David Way
Phone No. 608-273-6380
E-mail Address meadhunt.com

Footnotes:

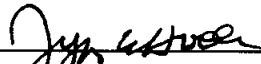
1. _____
2. _____

Return To:	Name/Title: <u>LILLIAN RADIVOJEVICH</u>	Dept.: <u>SHERIFF'S OFFICE - ADMINISTRATION</u>
	Phone: <u>608.284.4801</u>	Mail Address: <u>PSB, 115 W. DOTY STREET, MADISON, WI, 53703</u>
	E-mail: <u>RADIVOJEVICH@DANESHERIFF.COM</u>	

CERTIFICATION

The attached contract: *(Check as many as apply)*


- conforms to Dane County's standard Purchase of Services Agreement form in all respects
- conforms to Dane County's standard Purchase of Services Agreement form with modifications and is accompanied by a revision copy¹
- is a non-standard contract which has been reviewed or developed by corporation counsel which has not been changed since that review/development
- is a non-standard contract previously reviewed or developed by corporation counsel which has been changed since that review/development; it is accompanied by a revision copy¹
- is a non-standard contract not previously reviewed by corporation counsel; it is accompanied by a revision copy
- contains non-standard/indemnification language which has been reviewed or developed by risk management and which has not been changed since that review/development
- contains non-standard insurance/indemnification language which has been changed since review/development or which has not been previously seen by risk management; it is accompanied by a revision copy
- contains non-standard affirmative action/equal opportunity language which has been reviewed or developed by contract compliance and which has not been changed since that review/development
- contains non-standard affirmative action/equal opportunity language which has been changed since the earlier review/development by contract compliance or which has not been previously seen by contract compliance; it is accompanied by a revision copy¹

Date: 4-16-15 Signed: 
 Telephone Number: (608) 284-6167 Print Name: JEFF HOOK, CHIEF DEPUTY

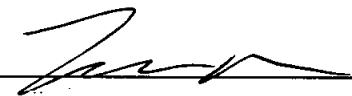
MAJOR CONTRACTS REVIEW (DCO Sect. 25.20) This review applies only to contracts which both exceed \$100,000 in disbursements or receipts and which require county board review and approval.

EXECUTIVE SUMMARY *(Attach additional pages, if needed).*

1. **Department Head** Contract is in the best interest of the County.
 Describe any deviations from the standard contracting process and any changes to the standard Purchase of Services Form Agreement.

Date: 4-16-15 Signature: 

2. **Director of Administration** Contract is in the best interest of the County.
 Comments:

Date: 4/17/15 Signature: 

3. **Corporation Counsel** Contract is in the best interest of the County.
 Comments:

Date: 4/18/15 Signature: 

¹A revision copy is a copy of the contract which shows the changes from the standard contract or previously revised/developed contract by means of overstrikes (indicating deletions from the standard language) and underlining (showing additions to the standard language).

ADDENDUM OF AGREEMENT

THIS ADDENDUM, made and entered into effective as of the date by which both parties hereto have executed this document, by and between the County of Dane (hereinafter referred to as "County") and Mead and Hunt, Inc. (hereinafter referred to as "Provider").

WITNESSETH:

WHEREAS the Provider and the County, by a separate document (hereinafter, the "Master Agreement"), Purchase of Services Agreement No. 11333 have previously entered into a contractual relationship to study and analyze the Dane County Jail System including programming, supporting operations, the Huber population and facilities, and intake space requirements.

WHEREAS The County and Provider wish to amend the Master Agreement in order to complete further analysis and make recommendations for: addressing emergent health and life safety issues in the City County Building Jail (CCB); compliance with the Prison Rape Elimination Act (PREA); alternatives to solitary confinement including medical/mental health and special needs housing. The Provider shall use information submitted as the Dane County Jail and Sheriff's Office Needs Assessment and Master Plan, dated June 2014, to identify adjustments and options for upgrading jail facilities to meet current jail standards, applicable codes and inmate health and safety needs.

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is hereby acknowledged by each party for itself, the parties do agree as follows:

1. The Master Agreement shall remain in full force and effect unchanged in any manner by this addendum except as changes are expressly set forth herein. This addendum shall control only to the extent of any conflict between the terms of the Master Agreement and this addendum.
2. The term of the contract is extended to January 15, 2016.
3. The Provider shall complete a detailed analysis, identifying immediate health and life safety issues in the City-County Building Jail and provide recommendations and a work plan to address the identified issues.

The recommendation and work plan shall include the costs and the anticipated longevity of any repairs, staffing and procedural options for life safety mitigations, whether inmates will need to be temporarily moved out of areas of the City-County Building Jail in order to effectuate needed repairs and, if so, options for housing inmates. Immediate health and life safety recommendations shall include operational layout, structure and

design, plumbing, HVAC, the entire locking system, door hardware and controls, voice communication systems, video surveillance technology, detention barriers, and other security systems consistent with industry standards and current code compliance.

4. The Provider shall develop up to two options to eliminate or greatly reduce the use of solitary confinement, by creating specialized beds such as mental health beds, medical beds, and restrictive housing beds. For each option, a report outlining the macro operational and space program, macro staffing plan, and macro costs shall be developed.
5. The Provider shall assess those PREA standards that have direct or indirect physical plant or staffing implications for each facility.
6. The Provider shall propose adjustments to the Master Plan that incorporate predicted jail population reductions due to implementing plans to eliminate racial disparity. The Provider shall adjust the Master Plan to reflect two options: 1) eliminating the use of the CCB and consolidating operations at the Public Safety Building (PSB) site and 2) upgrading the CCB Jail and the PSB Jail to meet current jail standards, applicable codes and inmate health and safety needs. Neither option should functionally increase the number of inmate beds at Dane County jail facilities or create a new greenfield site for the jail.

Because the options may need to be addressed independently, the plans shall span six years to allow for independently addressing issues. Strategies (i.e. physical plant and operational) shall optimize programmatic, treatment, and behavior management resources.

The plan shall address all of the following:

- a. Incorporation of workgroup recommendations for reductions in jail population due to the implementation of strategies to eliminate racial disparities;
- b. PREA standards that have direct or indirect physical plant or staffing implications for each facility;
- c. Appropriate and effective housing for the care and custody of inmates, including; (Such housing is not to increase the functional capacity of the jail, but rather ensure quality of care.)
 - i. Develop medical and mental health housing;
 - ii. Reduce the use of solitary confinement, by creating specialized beds such as mental health beds, medical beds, and restrictive housing beds that incorporate the recommendations of the workgroup;
 - iii. Provide options for supportive jail based treatments and interventions;

- iv. Incorporate programmatic space for inmate use;
- d. Best practices and modern standards for the safety and well-being of jail staff;
- e. Closure of the Ferris Center.

Mead and Hunt will provide operational and space recommendations, an inmate disaggregation plan, macro staffing deployments and redeployments, operating costs recommendations and schematic drawings representing these recommendations, a written report of the reasoning for recommendations, and associated opinion of probable costs. The Provider shall submit to the County with twelve (12) hard copies of the written report along with an electronic copy.

Mead and Hunt shall submit the deliverables on #3 through #5 by August 31st, 2015, and the remainder within 90 days of the workgroup's final recommendations.

The Provider shall be paid no more than \$337,230, for the scope as written within.

The remaining presentation, as specified in the Master Agreement, shall be given to County staff, committee members, or elected officials once the scope of this Addendum is completed.

In the event that the County requests the Provider assistance in exploration alternatives outside the scope of this Addendum, the Provider shall be paid additional services as agreed upon by both parties.

Ten percent (10%) of the Addendum contract value will be retained until the study is approved and accepted by the County.

IN WITNESS WHEREOF, the parties, by their respective authorized representatives, have set their hands and seals as of the dates set forth below.

Date Signed _____ **FOR COUNTY:** _____

Date Signed _____ _____

Date Signed 4/16/15 **FOR PROVIDER** _____

David Way
Vice President
Mead & Hunt, Inc