

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: SHERIFF

Proposal Summary (attach explanation and required documents):

Resolution: Establish a Revenue and Expenditure budget for \$120,000 to purchase a Full Body Scanning System for the admissions/release area in the PreTrial facility. This unit is afforded using non-levy funds provided by the Sheriff's Inmate Commissary Fund.

Additionally, request to authorize suspending the competitive bid process, as outlined in County Ordinance 3.11 (4)(a).

Dept./Division Head Signature: Capt [Signature] Date: 8/24/17

2. Department Head Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Department Head Signature: Chief Deputy [Signature] Date: 8-24-17

3. Finance Division Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Finance Signature: Patricia Merrill Date: 8/25/17

4. County Executive Review

Comments:

Action: Approval ☒ Non-Approval ☐

Executive Signature: [Signature] Date: 8/30/17

Revised 01/11/2001 (5/10/01)

DISTRIBUTION

- Original Returned to Requesting Dept.

- Department attaches the Original to the Resolution to County Board
- Copy to Secretary of Oversight Committee to distribute in packets with Resolution
- Copy to Requesting Department File

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: Request approval to purchase one Full Body Security Scanning System for the detentions admission/release area funded using proceeds earned from the Sheriff's Inmate Commissary Fund and to waive the competitive bidding process for this device.

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: September 19, 2017		Date Resubmitted	
Submitted By: Judiciary & Law Enf. Committee & Finance/ Admin Committee			
Fiscal Note Attached: X		Legal Note Attached <input type="checkbox"/>	
Prepared By: Justin Miller, Captain of Detentions		Signature: 	

WHEREAS, in order to improve the safety and security of the detention staff and the inmate/detainee population, it is the desire of the Sheriff to purchase and install a full body security scanning system in the admission and release area of the PreTrial facility, and

WHEREAS, the cost of this system is \$120,000 and the funding will be provided by the proceeds earned through the Sheriff's Department Inmate Commissary program, and

WHEREAS, the desired product is the **SOTER RS Full Body Security Scanning System** manufactured by OD Security North America which is the sole licensed manufacturer and distributor of this model and the only vendor who manufactures like systems in the United States, and

WHEREAS, this product is found to best fit the needs of correctional environments and can be customized to fit the environment where it will be installed providing the smallest footprint compared to other scanning systems and this model has the smallest radiation footprint of other like products on the market, and

WHEREAS, County Municipal Ordinance Chapter 3, 3.11 (4)(a) Purchasing Policy directs that purchases exceeding \$10,000 must be procured through a competitive bidding process unless, by resolution passed by County Board, waives the competitive bid process, and

WHEREAS, a Request for Sole Source Justification document had drafted and submitted for review and approval by the County Purchasing Director and is made part of this Resolution justifying the request to Sole Source the vendor, OD Security North America, and

WHEREAS, the Sheriff requests approval to suspend the competitive bid process and authorize the purchase of the full body security scanning system from OD Security North America.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board, approve the increase in expenditure and revenue of \$120,000 in order to afford the scanning device. The budget modification form has also been incorporated herein by reference.

BE IT FURTHER RESOLVED, at year end, Administration will match actual expenditures with funding to account for other expenditures associated with this purchase plan, such as, but not limited to, price changes, shipping and handling costs, which may require additional non-levy funds to be allocated.

Subject: Request approval to purchase one Full Body Security Scanning System for the detentions admission/release area funded using proceeds earned from the Sheriff's Inmate Commissary Fund and to approve suspending the competitive bidding process for this device.

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: September 9, 2017		Date Resubmitted	
Submitted By: Judiciary & Law Enf. Committee & Finance/Admin Committee			

Note: This resolution requires NO additional funds from the general fund. It increases funding by \$120,000 and expenditures by \$120,000 for the year 2017.

Respectfully Submitted,
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
Supervisor Leah Blough, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Boyd Frederick</i> Supervisor Boyd Frederick, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Greg Retzlaff</i> Supervisor Greg Retzlaff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Michael Skalitzky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jeff Wamboldt</i> Supervisor Jeff Wamboldt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATIVE COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
Supervisor Terry Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Ron Frederick, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Edward Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Daniel Esposito	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DOCUMENT #	G/L DATE
BATCH #	ENTRY DATE

DEPT/DIVISION: **SHERIFF** 2017

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Establish a Revenue and Expenditure budget to account for the purchase of (1) Full Body Scanning System funded 100% by proceeds from the Sheriff's Inmate Commissary Fund.

(1) ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	(3) EXPENSE INCREASE (+)	(4) EXPENSE DECREASE (-)			(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Machinery/Equip >\$5000	100	21110	580050		120,000		0	0	120,000	120,000
EXPENSE TOTALS					120,000	0	0	0	120,000	120,000

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
Inmate Commissary Revenue	100	21110	448512			(120,000)	0	0	(120,000)
REVENUE TOTALS					0	(120,000)	0	0	(120,000)

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

120,000 (120,000)

PREPARED BY: Nancy Otis

DIVISION HEAD: *Capt. J. Davis*

DATE: 8/24/17

DEPARTMENT HEAD: *Christina M. Smith*

DATE: 8-24-17

FINANCE DIRECTOR: *Caitie M. Merrill*

DATE: 8/31/17

COUNTY EXECUTIVE: *Jim Kneiser*

DATE: 8/31/17

Please fill in all columns:

- (1) & (2) Account information as required
- (3) & (4) Budget change requested
- (5) Original budget as adopted by the board
- (6) Current budget (original budget w/past mods.)
- (7) Actual expenses to date
- (8) Budget after requested modifications
- (9) Balance available after transfer (col 8 - col 7).



COUNTY OF KENOSHA

REQUEST FOR SOLE SOURCE

(For grant-funded purchases, use the Sole Source Request for Grant Funded Purchases form)

To: Matthew Flemming
Purchasing Director

From: Captain Justin Miller

Date: August 18, 2017

Subject: Sole Source Request for the Purchase of: SOTER RS Full Body Security Scanning System

REQUESTED SUPPLIER: **OD Security North America**

REQUISITION NUMBER: (N/A)

COST ESTIMATE: **\$120,000**

FUNDING SOURCE: **OTHER: Sheriff Department Inmate Commissary Fund**
(Levy, Other, be specific)

Per Kenosha County Ordinance 3.11(4)(d), "...the purchasing director shall make 'sole source' determinations for all county purchases under his or her control..... Sole source purchases exceeding \$25,000....shall be approved by resolution of the county board, before the purchase is made."

This form must be submitted to the Purchasing Director with a purchase requisition whenever a "sole source" purchase is requested and either the unit price or the total aggregate price exceeds \$5,000.00. A "sole source" is defined by the National Institute of Governmental Purchasing as "only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation." If a specific brand of product is requested, and only one vendor can provide that brand, then sole source rules apply.

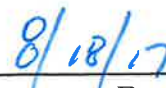
Procurement of items for which the County has established a standard by designating a brand or manufacturer or by pre-approving via testing methods shall be competitively procured if there is more than one vendor of the item.

STATEMENT OF COMPLIANCE

This department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the County. I know of no conflict of interest, real or apparent, on my part with this request.

Complete Page 2 – Sole Source Justification and attach this document to the purchase requisition for submittal to the Purchasing Division.


Signature of Department or Division Head


Date

SOLE SOURCE JUSTIFICATION

REQUISITION NUMBER: Not Available

PRIOR PURCHASE ORDER NUMBER None
(if item has been previously approved)

1. Description of item and its function:

The SOTER RS Full Body Security Scanning System detects and prevents contraband (including narcotics) from entering the Pre-Trial Facility.

2. This is a sole source because:

- ☒ Sole provider of a licensed or patented good or service
☐ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
Describe the existing items: _____
☐ Sole provider of goods and services for which the County has established a standard
☒ Sole provider of factory-authorized warranty service
☐ Sole provider of goods or services that will meet the specialized needs of the County or perform the intended function
(give detail below or in an attachment)
☐ The vendor/distributor is a holder of a used item that would represent good value and is advantageous to the County
(attach supporting documentation)
☒ Other: Sole Provider of the only US manufactured Full Body Security Scanning System

3. What necessary features does this vendor provide which are not available from other vendors? Please be specific:

-OD Security North America is the manufacturer of the SOTER RS and only vendor in the US to offer the product. -
-The footprint of this model is the only one that offers customization to fit the KSD needs, it is built to specifications on site.
-Smallest radiation footprint on the market making it safe for employees and inmates.
-5 year warranty offered by OD Security North America, industry standard is 2 years.
-Price, other system that we inquired about is priced at \$243,000 starting. (Canon RadPRO SecurPASS)
-Equipment is manufactured and installed by OD Security North America not contracted out.

4. What steps were taken to verify that these features are not available elsewhere?

☒ Other brands/manufacturers were examined (please list phone numbers and names, and explain why these were not suitable).

RadPRO SecurPASS Full Body Security Screening System, 561-573-3393, Dennis Wolfe,
Rep for Canon, was slow in response, did not get back to me for a demo or a sales pitch.
Site visit to Brevard County Florida who owns two, the footprint would necessitate a larger space than KSD has room for. The price paid by Brevard was \$243,000 per unit. That number was verified as the starting point with Canon. 2 year warranty. This unit is manufactured overseas and managed by the reps out of Florida and Georgia.

☐ Other vendors were contacted (please list phone numbers and names, and explain why these were not suitable).

☐ Other steps: (explain in detail)

☒ Approved ☐ Denied

Purchasing Director Signature: _____

Date 8/22/17

Zone I

Commercial Proposal

Delivered, installed and calibrated (F.O.B Destination) – Kenosha County Sheriff's Office, 1000 55th Street, Kenosha, WI 53140

1 x SOTER RS Full Body Security Scanning System

Unit Cost - \$118,750

Includes - Shipping, Installation, Calibration and Testing, Operator and Administrator Training, **5-years Full Manufacturer's Warranty** (parts and labor, to include time and travel associated with servicing and maintenance)

Delivery and installation - 30 days After Receipt of Purchase Order/Contract Deposit (ARO)

Cost includes –

- Provision of 24/7 Toll Free Support Line and 24/7 On-Line Help Desk
- Same day Technical/Engineering Support (WI based Technicians)
- Annual Re-calibration and Annual State Certification/Radiation Inspection
- Quarterly Preventative Maintenance Program
- All software upgrades through-out term of contract

Extended Warranty Option –

1. Provision of Full Warranty (Maintenance/Service) Contract (parts and labor and including time and travel) year 6 onwards

\$8,750 annually, payable in advance

Terms remain valid until June 16th 2017

2 Terabit - Drive ~ 650,000 images.



Kenosha County Sheriff's Office, Wisconsin Commercial Proposal

Full Body Security Scanning System

PREPARED BY



John Shannon
OD Security North America
2453 Daniel Island Drive
Daniel Island
SC 29492

PROPOSAL DATE

June 2nd 2017



1-844-99-SOTER
info@odsecurityna.com

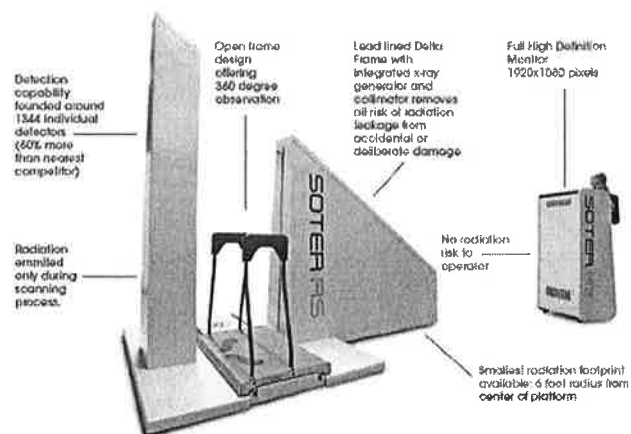
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The SOTER RS Full Body Security Scanning System

The SOTER RS Full Body Security Scanning System offers a modern, efficient alternative to strip searching, utilizing proven technology to replace traditional manual procedures. Utilizing a fast but thorough scanning process, security personnel can quickly and effectively detect metal, plastic, organic and inorganic contraband, hidden externally or internally. Variable operating modes match detection level to contraband risk.

The SOTER RS operator interface experience is uniquely enhanced by exclusive "Touch-Screen" functionality, offering greater image manipulation and interrogation. Your staff will appreciate the ease of use and the familiar technology interface, similar to Smartphones and Tablets.

The entire scanning process takes about 10 seconds. During that period, an x-ray image is generated that shows the entire body and all contraband that may be hidden. Operators are exposed no absolutely no radiation during the scanning process, making it safe for your staff and more effective than ever before.



User Interface

Radiation Footprint

Scanning Technology

SOTER RS Product Video

Kenosha Sheriff's Department Custom Summary Report July 2017

												TOTALS	
CHECKING ACCOUNT BEGINNING BALANCE:												\$ 95,847.30	
										July 17			
Income													
Commissary Profit										\$ 23,688.86			
ICE HAIRCUTS										\$ 1,965.00			
KCDC													
Indigent Kits										\$ 92.89			
Postage										\$ 93.74			
Total KCDC										\$ 186.63			
Pre-Trial													
Indigent										\$ 167.97			
Postage										\$ 85.69			
Pre-Trial - Inmate Accounts										\$ 338.05			
Total Pre-Trial										\$ 591.71			
Total Income										\$ 26,432.20		\$ 26,432.20	
Expense													
Inmate Expenses													
US Post Office										\$ 735.00			
Inmate Expenses - Other										\$ 7.00			
Total Inmate Expenses										\$ 742.00			
Kenosha Liteacy Council										\$ 525.00			
Triangle - carpet down payment										\$ 1,738.48			
MSC Industrial Supply Co.										\$ 792.00			
Program Supplies													
Matthew Bender & Co., Inc										\$ 545.00			
Total Program Supplies										\$ 545.00			
Programs/Services													
Anita Hill										\$ 450.00			
Jail Chaplaincy										\$ 1,200.00			
Kenosha Co. Sheriff's Dept.										\$ 9,960.00			
Total Programs/Services										\$ 11,610.00			
Supplies													
Quill										\$ 1,276.58			
Total Supplies										\$ 1,276.58			
Total Expense										\$ 17,229.06		\$ 17,229.06	
Net Income										\$ 9,203.14		\$ 9,203.14	
CHECKING ACCOUNT ENDING BALANCE:												\$ 105,050.44	