

# Staff Summary Report



**Council Meeting Date:** 8/19/10

**Agenda Item Number:**

**SUBJECT:** Request approval to award a contract with MGT of America, Inc., to conduct a detention facility review for the Police Department.

**DOCUMENT NAME:** 20100819fsmg11 PURCHASES (1004-01)

**COMMENTS:** (RFP #10-130) Total amount not to exceed \$74,405.00.

**PREPARED BY:** Michael Greene, C.P.M., Central Services Administrator, 480-350-8516

**REVIEWED BY:** Tom Ryff, Police Chief, 480-350-8214  
Brenda Buren, Assistant Police Chief, 480-350-8991  
Angel Carbajal, Assistant Police Chief, 480-350-8880  
James Click, Lieutenant, 480-858-6202  
Bill Norris, Detention Supervisor, 480-858-2108  
Fran Santos, Commander, 480-359-8986  
Paul Bentley, Fiscal Research Administrator, 480-350-6204

**LEGAL REVIEW BY:** Bill Amato, Police Legal Advisor, 480-350-8907

**DEPARTMENT APPROVAL:** Ken Jones, Finance and Technology Director, 480-350-8504

**FISCAL NOTE:** Sufficient funds have been appropriated in the RICO/Grant fund (cost center 2222).

**RECOMMENDATION:** Award the contract.

**ADDITIONAL INFO:** [Background Information](#)

To ensure that Tempe Police Department detention needs are met in the most efficient and effective ways possible, a comprehensive assessment examining potential alternatives to maintaining a 24/7 detention facility is being pursued. Given the complexity of the detention operation and its interdependencies with other areas of the Tempe Police Department, as well as with the Tempe Municipal Court and Maricopa County Sheriff's Office, a qualified consultant is being recommended to ensure that a thorough assessment is undertaken prior to any changes being made to existing detention operations. The goal of this contract is to determine the most cost-effective method(s) to provide for the legal and appropriate care, custody, control, and transport of prisoners detained under the authority of the Tempe Police Department.

## Evaluation Process

To select the most appropriate and qualified firm, an evaluation team was formed consisting of representatives from Police and Financial Services. The committee agreed on the following evaluation criteria that would be used to score the offers:

- Experience and expertise
- Fees
- Method of approach
- Quality of references offered
- Ability to meet all scope of services requirements
- Ability to comply with City terms, conditions, and requirements
- Responsiveness in providing all information requested

The City received seven (7) offers from the following firms:

Berkshire Advisors  
Carter Goble Lee  
Creative Corrections  
Crout & Sida Criminal Justice  
Institute for Law and Policy Planning  
Kitchell  
MGT of America

As a result of the initial scoring process, the City determined that four firms (Carter Goble Lee, Creative corrections, Crout & Sida Criminal Justice, and Kitchell) were not susceptible for award and were removed from consideration. The remaining three firms (Berkshire Advisors, Institute for Law and Policy Planning, and MGT of America) were moved forward in the evaluation process and invited for interviews, reference contacts, and best and final offers. After a thorough review, the committee recommends award to MGT of America, the firm determined to have submitted the most advantageous offer.

The following abstract represents all firms, pricing and scores listed in final rank order:

<u>Offering Firm</u>	<u>Total Project Cost</u>	<u>Final Scores</u>
MGT of America	\$74,405	212
Institute for Law and Policy Planning	\$107,843	207
Berkshire Advisors	\$29,900	195
Crout & Sida Criminal Justice	\$43,000	153
Carter Goble Lee	\$75,008	119
Creative Corrections	\$235,200	111
Kitchell	\$53,291	65

The work under this contract is expected to take six months to complete. MGT of America is well qualified to perform this work demonstrating a thorough understanding of best practices in detention management and the demonstrated competence in successfully completing similar projects for other jurisdictions.