**PUBLIC NOTICE**

**REQUEST FOR PROPOSALS**

**OPERATION JAIL FACILITY**

The Grenada County Board of Supervisors will receive and review proposals in accordance with Miss. HB 1813, as amended by Chapter 944, Local and Private Laws of 2004, for the operation and/or management and maintenance of the Grenada County Jail Facilities on August 15, 2022 at 10:00A.M. in the Board Room of Grenada County Courthouse. Copies of the Request for Proposals (RFP) can be obtained from the Chancery Clerk's Office at P.O. Box 1208, Grenada, Mississippi 38902 [(662) 226-1821], during normal business hours.

Mike Lott, President

Grenada County Board of Supervisors

publish: July 6, 2022

July 13, 2022

July 20, 2022

A vote was called for with the following results:

Michael Lott Yea

Chad Bridges Yea

Christopher C. Hankins Yea

Darrell Robinson Yea

Chad Gray Yea

The motion carried.

Cc: Bookkeeping

Bid Folder

GrenadaStar

**REQUEST FOR PROPOSAL FOR**

**PROFESSIONAL SERVICES FOR OPERATION/LEASE OF GRENADA COUNTY JAIL FACILITIES**

1. **GENERAL INFORMATION**

1.1 **PURPOSE:** The request for proposals (RFP) provides information to enable vendors to prepare and submit responses for consideration by the Grenada County Board of Supervisors to lease and operate or to provide complete management of the Grenada County Jail Facilities in accordance with HB 1813, as passed by the 1997 Mississippi Legislature, as amended by Chapter 944 Local and Private Laws of 2004.

1.2 **ISSUING OFFICE:** This RFP is requested by the Grenada County Board of Supervisors.

1.3 **STATEMENT OF PURPOSE:** It is in the best interest of Grenada County to obtain information to determine whether privatization or contracting for the management of the Grenada County jail facilities will be in the best interest of the taxpayers of Grenada County, while ensuring that the prisoners being detained are safely kept and all applicable standards are met for pre-trial and post-trial detainees.

1.3.1 For proposals for **LEASE AND PRIVATE OPERATION** of the jail facility:

The County will lease to the contractor the jail facilities for $\_\_\_\_\_\_\_ per year until \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_. A renewal option may be included in the proposal. Contractor will have exclusive use of the facility and be responsible for all the operating expenses of the facility. Sheriff's operations will be housed in the attached old jail facility, which is not part of the lease proposed.

1.4 **OPTIONS TO BE QUOTES:**

a. Contractor will house county prisoners for a set rate per complete day, per prisoner, with the county guaranteed 360 beds/days per annum, [average 30 per month].

OR

b. Contractor will house county prisoners for a set rate per day per prisoner without a guaranteed beds usage per month.

This rate proposal may be staggered according to volume. The contractor is responsible for the first 72 hours of medical expenses per county prisoner only and any exposure due to neglect or conduct.

Contractor will house the City of Grenada's prisoners for $\_\_\_\_\_\_\_ per day and medical expenses, and keep at least 20 beds available to the City of Grenada for misdemeanor prisoners and city felony suspects prior to preliminary hearing for the first year of operation and thereafter at the rate established by a CPA or firm employed to determine actual cost per day for housing city prisoners in accordance with the city/county agreement for housing city prisoners.

Contractor will accept state prisoners assigned by the MS Department of Corrections, pursuant to state law, to be housed in the Grenada County Jai1. However, Contractor may contract with the state of Mississippi or other states and/or federal authories for a rate of reimbursement other than that rate prescribed by statue or paid to other counties.

2. **SERVICES REQUIRED:**

The intent of the RFP is to obtain proposals from qualified vendors offering a cost-effective solution to controlling the maintenance and operating cost of housing inmates at the Grenada County Jail facilities while maintaining approved standards of housing and care of inmates. The county expects the contractor to provide detention of County inmates at a reasonable cost per day to the county and the contractor may market extra beds for additional revenue for the contractor. The contractor will honor the inmate telephone service agreement attached.

2.1 **LOCATION:** Main facility [160 beds] located at 60 Green Street, Grenada Mississippi 38901.

2.2 **STATEMENT OF OPERATION:** Identify and develop the scope of the project. Give details as to your perception of any problems and how contractor proposes to solve the problem, the objectives and scope of the proposed project. Respondents can offer alternatives in the proposal. Each proposal must be clearly defined and explained.

2.3 **STATEMENT OF WORK:** Identify and outline what the contractor proposes to do. Describe your firm's approach to performing the specific services required in this project.

2.4 **MANAGEMENT PLAN:** Describe in both narrative and graphic form how the firm proposes to manage the project. Provide general information on the organization and management process involved in the project, as well as a more specific outline of the structure of the proposed project. This section should answer such questions as: Who will have overall responsibility? What will the lines of authority be? Specify the number of staff on premises by job function (example: guards, supervisory personnel, clerical support, etc.).

2.4.1 Describe in detail how the contractor plans to offer the County first priority to use beds for County inmates on an as-needed basis.

2.4.2 The plan should address how the contractor will make every effort to employ Grenada County Sheriff's Department employees who have lost employment as a direct result of the county leasing the jail facility to a private contractor.

2.4.3 Describe in detail how the contractor plans to offer the City of Grenada inmates a 30-bed

availability.

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2.5.1 **FEE/REVENUE PROPOSAL:**

2.5.1 County will lease the jail facilities to the contractor for $\_\_\_\_\_\_\_\_\_\_\_ per year until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_ with a renewal option.

2.5.2 Contractor will have exclusive use of the jail portion of the facility and be responsible for all operating expenses of the facility. The Sheriff's operation will be housed in the attached old jail facility and is not part of the lease agreement.

2.5.3 Contractor will house county prisoners for $\_\_\_\_\_\_\_\_\_ per complete day, per prisoner, with a county guaranteed 30 beds/day per annum, average

OR

2.5.4 Contractor will house county prisoners for $\_\_\_\_\_\_\_\_\_\_\_ per day per prisoner without a guaranteed beds usage per month.

This rate may be staggered according to volume.

2.5.5 The contractor is responsible for the first 72 hours of medical expenses per county prisoner only, and any expense caused by action of contractor or its agents and employees.

2.5.6 Contractor will house the City of Grenada's prisoners for $\_\_\_\_\_\_\_\_\_\_ per day and medical expenses, and keep at least 20 beds available to the City of Grenada for misdemeanor prisoners and felony suspects prior to preliminary hearing for the first year of operation, and thereafter in accordance with the city/ county agreement.

2.5.7 For proposals for **MANAGEMENT OF THE JAIL FACILITIES**

**2.5.7.1** Any proposal for the Management and Maintenance of the Jail facilities shall provide the information requested in paragraph 2.6 and following and include a detailed proposal for staffing the jail operations, qualifications for the jail warden and any key personnel, and a proposal for upkeep and maintenance of the jail facilities.

2.5.7.2 Proposals for Management of the jail shall provide specific information for training, staffing and payment of staff and how inmate medical expenses, food, janitorial, laundry, and facility maintenance are to be provided and compensated.

2.6 **CONTRACTOR PROVIDER INFORMATION: Each Proposal for either lease and operation or management of the jail shall** provide detailed information describing the firm and key personnel to be assigned to this project including, but not limited to:

2.6.1 The name of the principal who will be responsible.

2.6.2 Show Level of organizational responsibility of key project staff members.

2.6.3 A statement documenting prior experience in providing similar services to local governments compatible in size and complexity to Grenada County by providing:

2.6.3.1 Detailed contractor's experience in the management and operation of correctional facilities particularly in Mississippi as well as other locales. Provide the professional qualifications of personnel who will be directly or indirectly involved in the management of the facilities.

2.6.3.2 Provide a list of all contractor's contracts to provide similar services to other political subdivisions of this state and other states.

2.6.3.3 Provide a copy of the most current evaluation conducted of each facility contractor operated by the contracting political subdivision and by the appropriate State regulatory body.

2.6.3.4 Detailed documentation and information regarding facilities currently under management, the period of operation, and number and classification of inmates under supervision. Submission shall include names and telephone number of agency contact person of each facility. Additionally, submissions shall include a separate list of all former contracts or associates of a similar nature.

2.6.3.5 Financial data sufficient to provide an evaluation of financial stability.

2.6.3.6 Provide detailed information regarding training procedures for employees.

2.6.3.7 Contractor will meet all requirements of HB 1813, as passed by the 1997 Mississippi Legislature and operate in compliance with the laws of the State of Mississippi.

2.6.3.8 Contractor will be totally responsible for prisoners and their actions.

2.6.3.9 Contractor will operate the jail in compliance with the requirement of "Gates vs. Collier" court order.

2.6.3.10 Contractor will honor the Joint State-County work programs as established by MS. code \*\*\*\*\*47-5-401 through \*\*\*47-5-421. Contractor will accept state prisoners assigned by the MS Department of Corrections, pursuant to state law, to be housed in the Grenada County Jail. However, contractor may contract with the state for a rate of reimbursement other than that rate prescribed by statue or paid to other counties.

2.6.3.11 Provide a list of references complete with names, addresses and phone numbers.

2.6.3.12 Attach a statement of the extent to which the organization qualifies as a women and/or minority-owned business, to include subcontractors.

2.6.3.13 Contractor will maintain the insurance required and indemnify the county for jail operations and the actions and omissions of the Contractor’s employees as provided in the local and private legislation referenced herein.

3. **CONDITIONS:**

Proposal must be signed by an official authorized to bind the firm to its provisions.

3.1.1 All requests for information regarding matters related to this RFP should be directed to:

JOHNNY HAYWARD, CHANCERY CLERK

P.O. BOX 1208

GRENADA, MISSISSIPPI 38902

662-226-1821

3.2 NUMBER OF COPIES OF PROPOSAL NEEDED: The proposer shall provide one (1) original with six (6) copies of the proposal.

3.3 REJECTION OF PROPOSAL: The County reserves the right to reject any and all proposals received as a result of this Request for Proposal or to negotiate separately with any source whatsoever in any manner allowed by law necessary to serve the best interest of the County. The county will not pay for the information solicited or obtained through any response.

3.4 INQUIRIES: All questions must be submitted on or before 4:00 P.M. on August 1, 2022.

3.5 ADDENDA TO THE REQUEST FOR PROPOSAL: In the event it becomes necessary to revise any part of the RFP, addenda will be provided to all contractors who received the basic RFP.

3.6 RESPONSE DATE: To be considered, proposal must be received by the Chancery Clerk, Room 1, Grenada County Courthouse, Grenada, Mississippi (P.O. Box 1208, Grenada, MS 38902) on or before 10:00 A.M. on August 10, 2022. No proposal will be accepted after 10:00 A.M. on August 1, 2022.

BY ORDER OF GRENADA COUNTY BOARD OF SUPERVISORS ON 5th DAY OF JULY, 2022.