

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Inmate Telephone System for Muscogee County Prison (Annual Contract) – RFP No. 22-0003
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with Combined Public Communications LLC (Cold Spring, KY) to provide a turnkey, fully operational, secure and reliable inmate telephone system designed to improve the management and control of inmate telephone usage in the Muscogee County Prison.

The Contractor will provide the following:

- ❖ Provide all equipment, labor, supervision, and materials required to acquire, install, operate and maintain all telephone equipment necessary for the operation of a collect only telephone system for the Prison at no charge to the Columbus Consolidated Government (the City).
- ❖ Pay all royalty and license fees relating to the items covered by the contract.
- ❖ Provide turnkey, non-coin telecommunications services.
- ❖ Provide complete station-to-station and/or person-to-person collect call from inmates.
- ❖ Provide a mobile phone unit for use in the isolation areas. This unit will be mounted to a portable cart that is mobile. The mobile units will meet the requirements established for the dorm units.
- ❖ Install two ports plug ins for the mobile phone usage. One port will be located on each isolation hallway.
- ❖ Record all inmate calls 24-hours a day, 7 days a week.
- ❖ Provide a system for video visitation that can be used in the dorms and will allow offenders to communicate with their family by video. This unit must meet the same security requirements and conditions established for the dorm units.
- ❖ Provide all telephone service related to the inmate telephones at the Contractor's own expense. The City will incur no cost for any portion of the installation or services throughout the term of the agreement.
- ❖ Provide tablet devices for offender use and wall-mounted charging station for devices.

- ❖ Provide pamphlets instructing friends and families of offender in the visitation process (remote visitation, adding funds to inmate accounts, etc.).
- ❖ Maintain and clean all appropriate internal parts on a regular basis.
- ❖ Place printed instructions on the telephone concerning how to obtain service. These instructions shall also be available audibly.
- ❖ Ensure that for all long-distance calls, the cost begins when the end user accepts the call.
- ❖ Pay a monthly commission to the Muscogee County Prison, made payable to Columbus Consolidated Government. The commission will be based upon calls placed from the inmate public telephones.

Annual Contract History:

The previous 10-year contract was awarded to Beall’s Communications, LLC (Columbus, GA) on January 25, 2011, per Resolution No. 46-11; Beall’s Communications, LLC was purchased by Combined Public Communications, LLC in 2017. Council approved a three-month extension, through July 7, 2022, per Resolution No. 471-21, to allow time to complete the RFP process and award a new contract for these services.

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar on August 24, 2021. This RFP has been advertised, opened, and evaluated. Seven (7) proposals were received on October 29, 2021, from the following:

Combined Public Communications, LLC (Cold Spring, KY)

Inmate Calling Solutions, LLC (San Antonio, TX)

Smart Communications Holding, Inc. (Seminole, FL)

Encartele, Inc. (La Vista, NE)

Securus Technologies (Carrollton, TX)

Cen-Tex Pay Telephone Company, Inc. (San Antonio, TX)

NCIC Inmate Communications (Longview, TX)¹

¹NCIC Inmate Communications was deemed non-responsive and ineligible for further consideration due to failure to include a properly completed, notarized E-Verify Affidavit and the ‘Communication Concerning This Solicitation’ form.

The following events took place after receipt of the proposal.

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation Meeting	12/28/21	The Purchasing Manager advised Evaluation Committee members of the RFP rules and process, and the using department representative provided an overview. Proposals were forwarded to the Evaluation Committee at the conclusion of the meeting.
1 st Evaluation Meeting	1/25/22	Proposals were discussed by the committee. It was determined that clarifications were required from each vendor.

Clarification letters	2/10/22	Clarification letters were sent to all vendors.
Clarification responses	2/22/22	Vendor responses were forwarded to the Committee. No other clarifications were required.
Evaluation Forms Sent	2/28/22	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Returned	3/9/22	Evaluation forms were returned to Purchasing for compilation of results.
Evaluation Results and Recommendation	3/10/22	Evaluation results were forwarded to the Evaluation Committee for review. Voters unanimously recommended award to the highest ranked vendor.

Evaluation Committee:

The proposals were reviewed by voting members of the Evaluation Committee, which consisted of two voting members from the Muscogee County Prison and one voting member from the Public Works Department.

A representative from the Waste/Recycling Division served as an alternate voter.

Two (2) additional representatives from the Muscogee County Prison served as non-voting advisors.

Award Recommendation:

Based on the evaluation ballots results, the voting committee members unanimously recommended award to the highest ranked vendor, Combined Public Communications, LLC.

Vendor Qualifications/Experience:

Combined Public Communications, LLC was founded in 2000 as a small family-owned start-up with a focus on partnership, innovation, stellar service and support, and dedication to client needs. It has been providing specialized inmate communication solutions to the corrections and law enforcement industries for more than 20 years, and now serves over 300 facilities across 22 states. Their leadership team comprises over 200 years of combined experience in solution engineering, project management, installation, customer care and support and service staff, as well as in telecommunications, technology, and financial management industries. Combined Public Communications, LLC currently provides MCP with live, US-based Customer Support with a local technician residing within 10 miles of the prison.

Client Work History:

Listed below are additional clients for whom Combined Public Communications, LLC provides similar services:

- Sumter County Correctional Institute (Americus, GA): Inmate Telephone System, CP View-Video Visitation System, Argus Echo (ITB); 2017; ADP: 314.

- Banks County Jail (Homer, GA): Inmate Telephone System, CPC View-Video Visitation System, Inmate Chirping-Texting System, Argus Echo, Document Scanning; 2014; ADP: 55.
- Calhoun County Jail (Anniston, AL): Inmate Telephone System, CPC View-Video Visitation System, Inmate Chirping-Texting System; 2021; ADP: 515.
- Richmond County Sheriff's Office (Augusta, GA): CPC Inmate Telephone System, CPC View Video Visitation System, CPC View Video Visitation System and Argus Echo (CPC-ITB); 2017-present; ADP: 1,000.

The City's Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals (Negotiations)), governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds will be deposited in the following Revenue Account: General Fund – Government Wide Revenue – Pay Phone – MCP; 0101-099-1999-4816.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH COMBINED PUBLIC COMMUNICATIONS, LLC (COLD SPRING, KY) TO PROVIDE AN INMATE TELEPHONE SYSTEM FOR MUSCOGEE COUNTY PRISON.

WHEREAS, an RFP was administered (RFP No. 22-0003) and seven proposals were received; and,

WHEREAS, the proposal submitted by Combined Public Communications, LLC met all proposal requirements and was deemed most responsive to the RFP; and,

WHEREAS, the contract period shall be for five years, with the option to renew for five (5) additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute an annual contract with Combined Public Communications, LLC (Cold Spring, KY) for inmate telephone system for Muscogee County Prison. Funds will be deposited in the following Revenue Account: General Fund – Government Wide Revenue – Pay Phone – MCP; 0101-099-1999-4816.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2022 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.
- Councilor Woodson voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor