

TIM LANE
Scott County Sheriff

Item #5
8/6/19

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

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August 6, 2019

Memo To: Scott County Board of Supervisors

From: Sheriff Tim Lane

REF: **Staffing Study for the Sheriff's Office Operations Division**

The Sheriff's Office requested proposals from vendors to assess and recommend solutions for the Sheriff's Office Operations Division.

Five responses were received and evaluated by the Sheriff's Office:

- Berry Dunn
- Matrix Consulting Group
- McGrath Consulting Inc.
- Midwest Police Consultants
- Soval Solutions

Proposals were evaluated for similar work history, project approach and description, references, past project performance and fee proposal, with financial terms not being the sole determining factor in the award.

The Sheriff's Office has selected Matrix Consulting Group out of Mountain View, CA as the first choice to perform the staffing study on the Operations Division. Based on an evaluation of all 5 companies, Matrix Consulting Group was the second lowest priced bid at \$62,000 with an acceptable timeline estimate of 16 weeks. Based on the proposals submitted, they have a considerable history of performing similar studies, including Hennepin County, Minnesota, where they recommended deploying patrol personnel to better assist police departments within the county. References for all companies were positive. Matrix Consulting Group's past projects include an in-depth analysis for call loads, call types, and benchmarks for preventive patrol and administrative time. The company will develop a list of at least 6 benchmark counties in which to compare the SCSO's organization, staffing, and operations.

At this time the Sheriff's Office is seeking to negotiate a final contract with Matrix Consulting Group. A final contract will be forwarded for the Chair to sign, not to exceed the contract price of \$62,000.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

August 8, 2019

APPROVAL OF MATRIX CONSULTING GROUP FOR THE SHERIFF'S OFFICE
OPERATIONS DIVISION STUDY AT THE COST OF \$62,000.00.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Board hereby approves the Sheriff's Office Operations Division study with Matrix Consulting Group for \$62,000.00.

- Section 2. That the Sheriff is approved to negotiate a final contract with Matrix Consulting Group.

- Section 3. This resolution shall take effect immediately.