

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: November 8, 2023

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Shakita LaGrant-McClain, Director, Department of Health and Human Services

Subject: A report from the Director, Department of Health and Human Services, requesting authorization to execute 2024 contracts for Aging and Disabilities Services

File Type: Action Report

REQUEST

The Director, Department of Health and Human Services (DHHS), is requesting authorization to execute contracts with vendors supporting people with disabilities.

POLICY

Per Wisconsin Statutes, the Director of the Department of Health and Human Services is requesting authorization to execute these contracts consistent with Milwaukee County procurement standards.

Procurement Process

DHHS follows the competitive bidding/Request for Proposals (RFP) requirements of its state and federal funding sources. With rare exception, all purchase of services undergoes an RFP every four years with professional services generally being bid in less than four years. In the event of contractor performance issues, some programs may be bid before the four years have elapsed.

The DHHS RFP process begins with the release of an “Interested Parties” notice. An “Interested Parties” notice will be emailed to entities registered to receive notice of DHHS RFPs on the E-notify website used by both the City of Milwaukee and Milwaukee Public Schools. The RFPs are also widely advertised through media announcements in the Daily Reporter newspaper, Blue Book, Spanish Journal, Neighborhood News as well as social media platforms like Facebook, and Twitter.

DHHS has made strides to improve its RFP materials to include diversity and inclusion initiatives as well as attract organizations with both diverse leadership and service provider staff. Further, proposal review panels have been increased to five members, the majority of which are community (non-County employee) members. DHHS has taken efforts to increase our pool of community reviewers.

After initial scoring is completed, review panelists gather in a consensus meeting to discuss the proposals and adjust their scoring if needed. The final scores are then tallied, and the contract award recommendation is made to the DHHS Director.

Wisconsin State Statutes:	59.52(31)
Milwaukee County General Ordinances	Ch. 32.40

BACKGROUND

Aging and Disabilities Services (ADS) serves individuals with disabilities and older adults, ages 18 through the end of their life span. Our primary goal is to serve people across the lifespan with care that promotes the dignity of individuals regardless of race, gender, age, socio-economic status, etc. Programs are operated under one umbrella and primarily include Adult Protective Services, recreation for persons with disabilities, a combined Aging and Disability Resource Center (ADRC), caregiver support, transportation services, senior center operations, case management, respite, and employment services. These services enable people to live in the community as independently as possible and avoid expensive institutional placements.

Contracts administered for older adults were submitted under a separate report to the Milwaukee Commission on Aging for review as required by Milwaukee County Ordinance Ch. 53. These contracts have been submitted under a separate file to the County Board for the December cycle.

Recreational Programming

DHHS is requesting authorization to execute a contract with Easterseals Southeast Wisconsin for the provision of recreational programs for individuals with disabilities. On October 8, 2021, the Milwaukee County Office for Persons with Disabilities issued a competitive Request for Proposals (RFP) to solicit proposals for inclusive, integrated, and accessible recreational programming for individuals with disabilities. Easterseals of Southeast Wisconsin responded to the RFP and, meeting all terms and conditions of the process, was awarded the opportunity.

Easterseals of Southeast Wisconsin will work with DHHS in designing and implementing a six-week summer day camp for youth ages seven to 21 at Milwaukee County Wil-O-Way facilities along with year-round center and community-based programming for teens and adults ages 16 and up. The term of the agreement is three years with up to two optional one-year extensions. The proposed annual contract is \$266,937 for 2022, 2023 and 2024.

Service	Provider	2023 Contract	2024 Proposed	2023/2024 Variance
Recreational Programming	Easterseals of Southeast Wisconsin	\$266,937	\$266,937	\$0

Interim Disability Assistance Program (IDAP)

IDAP provides financial assistance to individuals with disabilities while their Supplemental Security Income (SSI) application is pending with the Social Security Administration. For 2024, ADS is recommending a contract with Community Advocates to assist individuals applying for or currently receiving IDAP. A separate allocation of \$205,000 is budgeted for financial payments to eligible individuals. As of October 2023, there were 47 active cases of individuals receiving assistance through IDAP.

Service	Provider	2023 Contract	2024 Proposed	2023/2024 Variance
IDAP	Community Advocates, Inc.	\$91,120	\$91,120	\$0

Employment Initiative

The Employment Initiative serves a population of individuals aged 14 to 30 with a disability or who are justice involved youth. The Employment Initiative aims to support individuals and their families in becoming educated about employment options, build capacity in the workforce, improve soft skills as well as industry recognized skills needed for employment, and support individuals in securing and maintaining employment.

Service	Provider	2023 Contract	2024 Proposed	2023/2024 Variance
Employment Initiative	Broadscope	\$150,000	\$150,000	\$0

ALIGNMENT TO STRATEGIC PLAN

These contracts align with the Milwaukee County Strategic Plan by providing opportunities for individuals with disabilities to maximize independence as well as foster an inclusive and diverse community.

RECOMMENDATION

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, or her designee, to execute purchase of service contracts for the period of January 1, 2024 to December 31, 2024 and in a total amount of \$508,057 for the services and with the vendors identified in the accompanying resolution.

FISCAL EFFECT

A total of \$508,057 is included in the DHHS 2024 Budget for these contracts. A fiscal note form is attached.

TERMS

These contracts are effective January 1, 2024 through December 31, 2024.

VIRTUAL MEETING INVITES

Shakita.LaGrant@milwaukeecountywi.gov

Marietta.luster@milwaukeecountywi.gov

michael.bonk@milwaukeecountywi.gov

Clare.obrien@milwaukeecountywi.gov

PREPARED BY:

Marietta Luster, Administrator, Aging and Disabilities Services

APPROVED BY:

Shakita LaGrant-McClain, DHHS Director

ATTACHMENTS:

None

cc: County Executive David Crowley
Sup. Liz Sumner, Chair, Finance Committee
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County
Steve Cady, Research Director, Comptroller's Office
Lottie Maxwell-Mitchell, Sr. Budget and Management Analyst, DAS