

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: Report from the Director, Department of Health and Human Services, requesting authorization to execute non-professional service contracts with caterers which support the Senior Dining Program from January 1, 2024 through December 31, 2024 at a cost of \$3,121,680

File Type: Action Report

REQUEST

DHHS is requesting authorization to execute non-professional service contracts with caterers that provide meals to a variety of nutrition sites and the Meals on Wheels Program, which together comprise the Senior Dining Program. This program is operated by the Aging Unit within DHHS-Aging and Disabilities Services.

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

Milwaukee County's Senior Dining program supports older adults who wish to age in place but need support to access healthy, nutritious meals. These programs also address social isolation by encouraging seniors to visit centers where social programming is available, visit neighborhood restaurants, and incorporate wellness checks into meal deliveries to homebound adults.

These meals and programming are overseen by the Senior Dining Program Coordinator, a registered dietician, who verifies that meals are prepared and presented using health safety measures and evaluates menus to meet federal guidelines and nutritional value specifically for the older adult population. In addition, this position is responsible for developing and recruiting caterers to increase the appeal of this program.

There are two large-scale caterers that prepare the majority of meals for senior centers and Meals on Wheels diners: Aramark and D&S Food Services, Inc. These contracts underwent a Request for Proposals (RFP) process in 2022 and each of these vendors serves a geographic "zone" of diners.

In an effort to broaden the appeal of the senior nutrition program, there are additional caterers that prepare meals for specific sites and are more culturally attuned to the populations that participate at these sites, although any diner is welcome at any site. The sites with unique caterers include: the Indian Council of the Elderly, the Muslim Community and Health Center, the Elk's Lodge, and the United Community Center.

There is one final group of caterers which serve the Dine-Out Program. The Dine-Out Program was planned to bring older adults into locally owned community restaurants. This program is based on a model in Madison which exclusively supports restaurants that are owned and operated by people of color enhancing the cultural and dietary appeal of the Senior Nutrition Program.

Two new caterers have been onboarded in 2023: Rise and Grind and Halal JJ Fish.

Congregate Dining

The per meal price for each caterer is identified below:

Caterer	Price per meal	Meal location
Anmol LLC	\$7.25	Muslim Community and Health Center
Aramark	\$5.89	Zone 2
D&S Food Services, Inc.	\$5.51	Zone 1
Jimbo’s Lodge Catering, LLC	\$6.50	Milwaukee Elks Lodge #46
Halal JJ Fish	\$8.01	Muslim Community and Health Center
Sweet Fix dba Damascus Gate	\$7.25	Muslim Community and Health Center

Dine-Out Program

The Dine-Out Program was first piloted in 2021 and was one of the few new programs to launch during the COVID pandemic. This program allows diners to choose from delicious and culturally diverse options from local, minority-owned restaurants. To encourage social distancing, this program has functioned as a take-out program from meal sites since its introduction in 2020. The chefs from the restaurants work with County staff to develop meals that are tailored for the nutritional needs of senior diners while remaining true to their menus.

The per meal price for restaurant caterers participating in the Dine Out Program is identified below:

Caterer	Price per meal
Antigua-Latin Inspired Kitchen	\$8.00
Daddy’s Soul Food & Grille Inc	\$8.00
Leva Enterprises LLC/Orenda Café	\$8.00
Pass da Peas	\$8.00
Rise and Grind	\$8.00

ALIGNMENT TO STRATEGIC PLAN

This item is aligned to the strategic plan as it focuses on increasing the number of County contracts awarded to minority and women-owned businesses and investing “upstream” to address root causes of health disparities.

RECOMMENDATION

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, to execute non-professional service contracts for a total cost not to exceed \$3,121,680 from January 1, 2024 through

December 31, 2024 to provide meal services to Milwaukee County's older adult residents.

FISCAL EFFECT

Funding for this service has been included in DHHS's 2024 Budget and is supported by funding from Title III-C of the Older Americans Act. In addition to this funding, the nutrition program receives participant contributions and other revenues.

TERMS

These contracts are effective starting January 1, 2024 to December 31, 2024.

VIRTUAL MEETING INVITES

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PREPARED BY:

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APPROVED BY:

Shakita LaGrant-McClain
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, Senior Budget and Management Analyst, DAS