

COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: February 21, 2020

TO: Theodore Lipscomb, Sr., Chairman, Milwaukee County Board of Supervisors

FROM: Mary Jo Meyers, Director, Department of Health and Human Services

SUBJECT: **From the Director, Department of Health and Human Services, requesting authorization to pay the University of Wisconsin-Milwaukee \$5,521.28 for evaluation and assessment services under a retroactive professional services contract and requesting a waiver of Sections 56.30 (8) and (9) of the Milwaukee County Code of General Ordinances**

Issue

Section 56.30(9) of the Milwaukee County Code of General Ordinances (the Code) requires that a written contract be signed and executed before an outside party performs professional services in an amount greater than \$2,000, while Section 56.30(8) of the Code states that the Comptroller shall deny payment for professional services if the conditions of Chapter 56 have not been met.

Background

Since 2017, Milwaukee County has contracted with the Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Milwaukee (UWM) for program evaluation services under one-year contracts as part of a three-year Substance Abuse and Mental Health Services Administration (SAMHSA) grant totaling \$2.4 million to expand the Housing Division's Housing First Initiative.

Discussion

The contract reflects a term based on the federal fiscal year (October 1 to September 30). For the FFY2020 year, the Housing Division received permission from SAMHSA to carryover unexpended funds allowing services to continue. UW-Milwaukee continued providing uninterrupted services in October 2019, however, DHHS did not fully execute a contract until November 2019.

The 2019-2020 Professional Service Contract for evaluation and performance assessment services was originally written for a term from November 19, 2019 to September 30, 2020. The proposed amendment will correct the contract's start date to October 1, 2019. UW-Milwaukee has invoiced DHHS an amount of \$5,521.28 for services rendered prior to the contract being signed and executed.

Recommendation

DHHS is recommending that the provisions of Milwaukee County Code of General Ordinances Sections 56.30 (8) and (9) be waived and the Comptroller be authorized to pay the University of Wisconsin-Milwaukee for \$5,521.28 in evaluation and assessment services rendered before a contract was signed and executed.

Fiscal Effect

The contract with UW-Milwaukee is fully covered by the SAMHSA grant.



Mary Jo Meyers, Director
Department of Health and Human Services

cc: County Executive Chris Abele
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