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July 7, 2015

Social Development Commission  
c/o Attorney James Hall  
Hall, Burce & Olson, S.C.  
759 N. Milwaukee Street, Suite 410  
Milwaukee, WI 53202  
*Via email to: [jhh@hall-legal.com](mailto:jhh@hall-legal.com)*

Department of Health and Human Services  
Management Services Division  
c/o Attorney Colleen Foley  
Office of Corporation Counsel  
901 N. 9<sup>th</sup> Street, Rm. 303  
Milwaukee, WI 53233  
*Via email to: [Colleen.Foley@milwaukeecountywi.gov](mailto:Colleen.Foley@milwaukeecountywi.gov)*

**Re: Decision of the Milwaukee County Administrative Review Committee as to appeal by Social Development Commission of Notice of Intent to Award Contract By DHHS for the Energy Assistance (WHEAP) Program, #MSD 001**

Dear Attorney Hall and Attorney Foley:

On Tuesday, June 30, 2015, the Milwaukee County Administrative Review Committee convened to hear the appeal by the Social Development Commission of the Department of Health and Human Services' Notice of Intent to Award Contract for the Energy Assistance (WHEAP) Program, #MSD 001.

Based upon a review of the record pursuant to Section 110.09 of the Milwaukee County Code of General Ordinances (MCO), and having heard argument from the parties based upon that record, the committee **reversed** the Department of Health and Human Services, on the grounds that the action of the Department in scoring the proposals appears to be arbitrary, oppressive or unreasonable, representing its will and not its judgment. The Department is instructed to create a new diverse review panel to re-score the proposals which were previously submitted by the four proposers.

That review was the final administrative review level available through MCO Chapter 110. A party who wishes to further appeal the determination has thirty (30) days from receipt of this letter to file an appeal in circuit court. *See* Wis. Stat. § 68.13(1).

Sincerely,

A handwritten signature in black ink, appearing to read 'K West', written in a cursive style.

Kathryn M. West  
Assistant Corporation Counsel  
Counsel to the ADRC

c: Administrative Review Committee *via email*