



May 15, 2015

VIA HAND DELIVERY

Mr. Héctor Colón, Director
Milwaukee County Department of Health and Human Services
1220 W Vliet St, Suite 301
Milwaukee, WI 53205

RE: Appeal to County Board Standing Committee
Energy Assistance RFP # 82110001

Dear Mr. Colón:

This constitutes Notice of Appeal from the Initial Review of the Determination of the Milwaukee County Department of Health and Human Services reflected in its Notice of Intent to Award Energy Assistance contract pursuant to the above referenced RFP. The appeal is submitted pursuant to Section 110.07 of the Milwaukee County Ordinances in response to the May 8, 2015, letter from Mr. Héctor Colón to Messrs. Gerard Randall and George P. Hinton affirming the initial determination and denying SDC's initial appeal. This appeal is to be filed with the Milwaukee County Standing Committee on Health and Human Services.

The grounds for this appeal are:

1. That the Proposal Selection and Award Process (RFP Section 3) and the Proposal Review Process, Review and Scoring Criteria (RFP Section 4), were not adhered to in several respects, including but not limited to:
 - a. SDC's proposal was not properly evaluated against the review and scoring criteria as required in RFP section 3-2 in the following areas:
 - Administrative Ability
 - Budget Justification
 - Cultural Diversity and Cultural Competence
 - Previous Experience
 - Outcomes and Quality Assurance
 - Service Plan and Delivery
 - Staffing Plan;
 - b. The determination of points was not properly assigned for various sections of SDC's proposal as provided in RFP section 3-1;
 - c. SDC's proposal was not properly rated by the review panel in accordance with the General Guidelines set forth in RFP Section 4, Part 4. II A through G;



- d. As a matter of process, SDC sought reasonable and appropriate clarification concerning an important aspect of the RFP through the process identified in RFP Section 2. SDC did not receive a responsive answer that provided such clarification. SDC was disadvantaged by this.
2. That the determination of the department regarding the Notice of Intent of Award issued for Energy Assistance RFP # 82110001 was arbitrary, oppressive and unreasonable representing the will of the department and not its judgment; and
 3. That the evidence will establish that it was not reasonable for the department to make the determination.

On the basis of the foregoing, we respectfully request the Committee to conduct an evidentiary hearing on this appeal, at which SDC may present evidence, call and examine witnesses and introduce exhibits in support of the appeal. After review, and on the basis of the evidence which will be introduced in support of this appeal, we request that the Standing Committee exercise its discretion to modify and/or reverse the determination, and/or refer the matter back to the administrator for further proceedings.

If there are any questions regarding this appeal, please contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'George P. Hinton', written over a white rectangular area.

George P. Hinton

cc: Mr. Gerard Randall