

COUNTY OF MILWAUKEE
Inter-office Memorandum

DATE: April 16, 2021

TO: Sup. Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

FROM: Shakita LaGrant-McClain, Director, Department of Health and Human Services
Prepared by James Mathy, Administrator, Housing Division

SUBJECT: **Report from the Director, Department of Health and Human Services, requesting authorization to amend and extend a 2021 purchase of service contract for Guest House of Milwaukee to operate the Pathways to Permanent Housing Program through June 30, 2021**

Issue

The Director, Department of Health and Human Services (DHHS), is requesting authorization for DHHS to amend a purchase of service contract with Guest House of Milwaukee to operate the Pathways to Permanent Housing.

Background

Guest House currently operates a 27-unit, intensive housing model for 27 chronically homeless individuals. The goal of this program is to quickly transition individuals living on the street into permanent housing with services. A Request for Proposals (RFP) was issued for this contract in 2021. At the time, it was assumed a new vendor would be chosen on or around April 1. For this reason, DHHS recommended and the County Board approved, a four-month contract with Guest House from January 1, 2021 to April 30, 2021 in the amount of \$167,500 (File 20-876).

Discussion

The Department is requesting an amendment and an extension to the existing contract with Guest House to run through June 30 because the review process for the RFP remains ongoing due to an appeal at this time. It is anticipated that a vendor will be selected and begin operating under a new contract on July 1.

The recommended contract extension reflects a total cost of \$204,695 and extends the term to six months (January 1 to June 30, 2021). The proposed amendment would increase the contract to \$372,195. This amount is \$37,195 higher than the budget of \$335,000 for six months of the program. This is due to unanticipated maintenance costs at the facility and overtime costs incurred by Guest House due to staff departures as a result of the potential selection of another service provider.

Agency	2021 Contract	2021 Proposed Amend- ment	Total Adjusted Contract
Guest House of Milwaukee	\$167,500	\$204,695	\$372,195

Racial Equity Impact

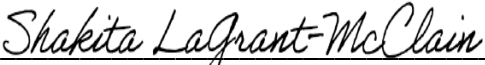
The Housing Division tracks specific demographic data on all its homeless programs. Approximately, 75 percent of clients served in Pathways to Permanent Housing and similar programs are African American.

Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, or her designee, to amend a purchase of service contract with Guest House of Milwaukee by \$204,695 reflecting a six-month contract in an amount not-to-exceed \$372,195 for the operation of the Pathways to Permanent Housing Program for the period of January 1, 2021 to June 30, 2021.

Fiscal Impact

A fiscal note form is attached.



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

- cc: County Executive David Crowley
Sup. Jason Haas, Chair, Finance Committee
Sup. Supreme Moore-Omokunde, Chair, Health & Human Needs Committee
Mary Jo Meyers, County Executive's Office
Sherri Jordan, Interim DAS Director
Kelly Bablitch, County Board
Steve Cady, Research and Policy Director – Comptroller's Office
Pam Matthews, Budget Analyst - DAS