

## MEMORANDUM

**Date:** November 13, 2018

**To:** Barbara Wyatt Sibley, Chair, Milwaukee County Commission on Aging

**From:** Ayame Metzger, Program Planning Coordinator, Department on Aging

**Subject:** Request For Proposal Recommendations for Senior Center Programming and Specialized Transportation for the Elderly

On November 9, 2018 the Commission on Aging voted to recommend contracts for all of the AAA programs with the exception of the contracts for Programming in the Five County Owned Senior Centers and Specialized Transportation for the Elderly. Both of these programs were put through the competitive bid process, which was administered through the Department of Administrative Services- Procurement Division, in an effort to increase vendor competition.

### **Specialized Transportation**

The Specialized Transportation program provides advance scheduled door-to-door transportation on an individual or group ride basis for older adults. Services include assisting clients in boarding and leaving vehicles, carrying packages, and escorting clients to an entrance or from an exit.

Specialized Elderly Transportation Services restrict trips to origins and destinations within Milwaukee County Specialized Elderly Transportation Services provides passengers with service for the following trip purposes:

- (1) Individual rides for medical/dental appointments or related treatments/therapy;
- (2) Group rides for weekly grocery shopping;
- (3) Group rides to selected nutrition sites of the Milwaukee County Senior Meal Program;
- (4) Individual and small group rides to selected nutrition sites of the Milwaukee County Senior Meal Program;
- (5) Individual rides for weekly grocery shopping for persons not eligible for group grocery shopping services;
- (6) Any other trip purpose approved on a case-by-case basis by the Department on Aging contract manager.

There were two proposals submitted this year for this program. The submissions were scored by a panel of three which included Deborah Anderson, a Service Delivery Committee member; John Rodgers, Compliance Manager at Milwaukee County Transit System; and Ayame Metzger, MCDA.. Each panel member individually scored each submission and the two proposers were invited to face-to-face interviews. Based on this process, the panel recommends that the 2019 transportation contract be awarded to Able Access Transportation LLC in the amount of \$1,410,460.

**Senior Centers**

MCDA seeks to provide quality programming to Milwaukee County older adults through social, recreational, and health and wellness programs. This year the senior center RFP indicated that programming could take place within the county owned buildings, or in other appropriate settings as proposed and provided by Proposers and the Proposers must:

- (1) Develop, promote, and maintain recreational, social, and educational programs for older adults in Milwaukee County.
- (2) Coordinate outreach to older adults and provide information and assistance to older persons seeking to obtain social services from MCDA or other social service agencies.
- (3) Agree to house meal sites in locations proposed by Contract Agency, or agree to allow staff from another organization into programming locations to provide meal site supervision.
- (4) Pursue all grant applications that the organization is qualified for and that would expand the range of programming options for seniors, including but not limited to federal block grants, corporate, or foundation grants.
- (5) If the Contract Agency proposes to operate in Clinton and Bernice Rose, McGovern Park, Washington Park, Wilson Park, and/or Lawrence P. Kelly Senior Centers, the Contract Agency must operate and maintain the buildings that house the programming provided to seniors.

There were three proposals submitted through the competitive bid process. The submissions were scored by a panel of three, which included Jordan Luhr, Commission on Aging member and Chair of the Commission’s Service Delivery Committee; and Jill Klecha and Ayame Metzger, MCDA staff. All three Proposers were invited to participate in face-to-face interviews. Based on this process, the panel recommends that the contract be awarded to all three Proposers and should be divided in the following way:

VENDOR	SENIOR CENTER	RECOMMENDED AWARD
UNISON	Wilson, Washington, and McGovern	\$ 672,867
Serving Older Adults	Kelly, Clinton Rose	\$ 450, 000
Greater Galilee Community Development Corporation	Senior Center Programming in Community Development Center	\$ 150,000