

County of Milwaukee
Interoffice Communication

DATE: November 11, 2017

TO: Sup. Theodore Lipscomb, Sr., Chairman, Milwaukee County Board of Supervisors
Sup. Peggy West, Chair, Committee on Finance and Audit

FROM: Holly Davis, Executive Director, Department on Aging

RE: Request for authorization to execute 2018 program and service contracts for supportive social services and community programs serving Milwaukee County seniors age 60 or older

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Finance, Personnel and Audit at its meeting on December 7, 2017.

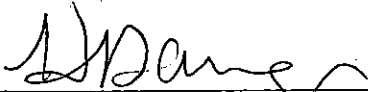
The accompanying resolution authorizes the Interim Director, Department on Aging, to execute 2018 program and service contracts totaling \$300,000 or more with vendors recommended by the Milwaukee County Commission on Aging for the purposes and amounts set forth in the resolution. The Department contracts for a variety of supportive social services and community programs designed to sustain the independence and well-being of Milwaukee County seniors age 60 or older.

County Board Resolution File No. 98-197 authorizes this department to recommend the renewal of an existing contract without a Request for Proposal (RFP) when based upon (1) satisfactory performance by the service provider and (2) continued funding within the Department's adopted budget. The resolution requires that programs be awarded through an open and competitive RFP at least once every three years. Under provisions of File No. 98-197, and to create a reasonable balance, the Department on Aging puts some programs out for RFP every year, some every two years, and the remainder once every three years. Any contract continued beyond one year is contingent upon satisfactory performance from the service provider. Regardless of whether the contract recommendation comes from an RFP or administrative review, the vendor must submit a complete proposal to assure both sides agree on budget, scope of service, staffing, and other requirements.

Four contract award recommendations in the attached resolution are based upon an open and competitive Request for Proposals issued August 3, 2017. Proposals were due September 5, 2017 and each proposal was reviewed by Department staff and members of the Commission on Aging's Service Delivery Committee, and evaluated in writing. The Service Delivery Committee, at its meetings on October 3, 10 and 27, reviewed and approved staff recommendation to award the following 2018 contracts: (1) Benefit Specialist/Legal Services totaling \$348,562 to Legal Action of Wisconsin, Inc., (2) Case Management and Delivery Services for Home-Delivered Meals totaling \$1,082,903 to Goodwill Industries of Southeastern Wisconsin, (3) Family Caregiver Support and Alzheimer's Direct Services totaling \$571,158 to Interfaith Older Adult Programs, and (4) Programs in Five County-Owned Senior Centers totaling \$1,122,867 to Interfaith Older Adult Programs. The Commission on Aging, at its meeting on November 10, 2017, approved the award recommendations for referral to the Milwaukee County Board of Supervisors.

Two contract award recommendations are based upon satisfactory performance by the vendor during 2017 and with sufficient funds included in the Adopted Budget for 2018. The Programs and service providers involved include Specialized Elderly Transportation Services totaling \$1,407,161 to Transit Express, and Programs in United Community Center Senior Centers totaling \$373,189 to United Community Center Inc.

If you have any questions about the resolution or the report, please call me at 2-6876.



Holly Davis, Executive Director
Milwaukee County Department on Aging

cc: County Executive Chris Abele
Raisa Koltun (email only)
Kelly Bablitch
Lisa Wozny
Stephen Cady
Janelle Jensen
Mary Proctor Brown
Jill Klecha
Beth Monrial Zatarski
Carmen Pangilinan
Jon Janowski
Pat Rogers

Attachments