

## **MEMORANDUM**

**Date:** November 6, 2019

**To:** Ms. Barbara Wyatt Sibley, Chair, Commission on Aging

**From:** Jon Janowski, Director of Administration, Department on Aging

**Subject:** 2020 Contract Recommendations (Revised)

On December 17, 1998, the Milwaukee County Board of Supervisors adopted File No. 98-197 (a) (a) authorizing the Department on Aging to recommend extension of an existing purchase of service contract without a competitive Request for Proposal (RFP) when based upon (1) satisfactory performance of the vendor and (2) sufficient funding within the Department's adopted budget. That resolution requires that a program be awarded through an open and competitive RFP at least once every three years. Regardless of whether a contract recommendation comes through an RFP or administrative review, the service provider must submit a complete proposal to assure it will meet all budgetary, scope of service, staffing, and other requirements, including local, state, and federal laws and administrative regulations.

There are a couple key factors that the Department uses when selecting how frequently an open and competitive Request For Proposal is conducted for a specific program. First, consideration is given to the potential impact of a new vendor versus continued participation by an existing vendor. Also, does the quality of services provided by the existing vendor continue to meet or exceed expectations?

This year Milwaukee County released RFP#98190016 – Milwaukee County Senior Services 2020. There were four components of this RFP: 1) Programs in the United Community Center, 2) Nutrition Site Supervision Services at the United Community Center, 3) Transportation Services for Older Adults at the United Community Center, and 4) Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Older Adults.

Responses to the RFP were reviewed by a pair of evaluation panels. Each panel was composed of two MCDA staff and one member from the Commission on Aging Service Delivery Committee. The panels scored all responses and recommend awarding the following 2020 contracts:

## 2020 Contracts Recommended through Request for Proposal

Service Provider	Program/Service	2020 Allocation
United Community Center	Meals and Socialization Services at the United Community Center	\$264,187
United Community Center	Transportation Services for Older Adults at the United Community Center	\$129,000
LGBT Community Center	Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Older Adults	\$20,000

Under its authority to administratively extend existing purchase-of-service contracts, MCDA recommends the following 2020 contracts:

## 2020 Contracts Recommended Through Administrative Renewal

Service Provider	Program/Service	2020 Allocation
Able Access Transportation	Transportation services for older adults	\$1,410,440
Alzheimer's Association	Family caregiving services	\$797,033
Alzheimer's Association	Alzheimer's counseling services	\$50,000
Asian American Community Center	Meals and socialization for Asian-American older adults	\$37,500
Eras Senior Network	Neighborhood Outreach Program services	\$135,616
Goodwill	Home-delivered meals	\$1,162,903
GWAAR	Employment services for older adults	\$8,216
Hmong American Friendship Association	Translation and interpretation services for Asian-American older adults	\$32,850
211 IMPACT	After-hours telephone services	\$30,000
Indian Council for the Elderly	Meals and socialization activities	\$84,572
Jewish Family Services	Counseling services for older adults	\$31,240
Legal Action of WI	Legal benefit services for older adults	\$405,088
Life Navigators	In-home casework and intervention services for Older adults with developmental disabilities	\$15,075
Milwaukee Christian Center	Meal site supervision – 13 meal sites	\$250,000
Milwaukee Christian Center	Socialization activities and meal program at MCC	\$103,550
Serving Older Adults of SE WI	Programming at five county-owned senior centers	\$892,867
Serving Older Adults of SE WI	Meal site supervision at five county-owned senior centers	\$100,000
Vital Voices	Telephone reassurance program	\$22,662
Social Development Commission	Medicare outreach services	\$7,460