



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Milwaukee County

July, 2006

To: Community Agencies, Organizations and Interested Parties

The Milwaukee County Department of Health and Human Services (DHHS) invites community agencies, organizations and interested parties to participate in the Request for Proposal (RFP) process by submitting applications for human services programs to be purchased in the Year 2007. The Department welcomes new prospective vendors to participate in this RFP process.

Application materials (*Program Requirements* and *Technical Requirements* booklets) will be available for pick-up beginning **Monday, July 17, 2006** at the Milwaukee County Marcia P. Cogs Human Services Center, Room 109, 1220 West Vliet Street, Milwaukee WI 53205. Three (3) public meetings (pre-bid conferences) will be held to discuss the application guidelines. In addition, a Technical Assistance Session has also been scheduled to assist applicants in completing proposals. The meetings have been scheduled at the following locations and times:

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| Monday, July 24, 2006 | 4:00 p.m. Mill Road Library 6431 North 76 th Street Milwaukee, WI 53223 |
| Thursday, July 27, 2006 | 4:00 p.m. Marcia P. Cogs Human Service Center 1220 West Vliet Street, Room 104 Milwaukee, WI 53223 |
| Wednesday, August 2, 2006 | 4:00 p.m. Bay View Library 2566 South Kinnickinnic Avenue Milwaukee, WI 53207 |
| Technical Assistance Session Wednesday, August 9, 2006 | 8:45 a.m. – 11:00 a.m. County Health Programs Auditorium 9501 W. Watertown Plank Rd Milwaukee, WI 53226 |

Application materials are also available on-line. Click on “DHHS Contract Info” at:

<http://www.county.milwaukee.gov/>

for the Contract Administration web page.

All applications for funding in response to this RFP must be received by the Department of Health and Human Services no later than 4:30 p.m. on **Tuesday, September 5, 2006**. No extensions will be granted for submission of the proposals unless approved by the Director of the Department of Health and Human Services and the County Board Policy Committee.

Applications may be mailed or delivered to:

Marcia P. Coggs Human Services Center
Attention: Dennis Buesing
Room 109
1220 West Vliet Street
Milwaukee, WI 53205

Following the application review process outlined in the *Technical Requirements*, contract award recommendations will be presented for approval to the County Board Committee on Health and Human Needs. The County Board of Supervisors may modify or reject the funding recommendations and the County Executive may veto, in part, or whole, the County Board's action.

To receive information or assistance, please contact the following persons:

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| Program information | Ann Demorest, Disability Services (414) 289-5943 Eric Meaux, Delinquency and Court Services (414) 257-7789 Judy Roemer-Muniz, Economic Support (414) 289-6692 Paul Radomski, Behavioral Health Div. (414) 257-7493 or Rochelle Landingham, Behavioral Health Div. (414) 257-7337 |
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| Technical assistance | Sumanish Kalia, Contract Administration (Fiscal) (414) 289-5928 Virgil Cameron, Contract Administration (414) 289-5954 James Sponholz, Contract Administration (414) 289-5778 |
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Thank you for your interest in the Milwaukee County Department of Health and Human Services RFP process.

Sincerely,



Rob Henken
Director
Milwaukee County Department of Health and Human Services