

DEPARTMENT OF HEALTH AND HUMAN SERVICES



# Milwaukee County

February, 2015

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 RFP process by submitting proposals for the Milwaukee County Energy Assistance Program. The Department welcomes new prospective vendors to participate in this RFP process.

Proposal materials (*Program Requirements and Technical Requirements*) will be available for download in electronic format beginning **Friday, February 13, 2015** from:

[http://county.milwaukee.gov/DHHS\\_bids](http://county.milwaukee.gov/DHHS_bids)

A question and answer session (pre-Proposal conferences) will be held to discuss the proposal guidelines. The meeting has been scheduled at the following location, date and time. Please email questions in advance to [dhsca@milwaukeecountywi.gov](mailto:dhsca@milwaukeecountywi.gov) no later than February 25, 2015.

Marcia P. Coggs Human Services Center  
1220 West Vliet Street  
Milwaukee, WI 53205  
Room 301C

March 2, 2015  
1:00 p.m.,

All proposals for funding in response to this RFP must be received by the Department of Health and Human Services no later than **4:00 p.m. CDT, Friday, March 27, 2015**. No extensions will be granted for submission of proposals unless approved by the Director of the Department of Health and Human Services and the County Board Policy Committee.

**Proposals may be mailed or delivered to:**

Marcia P. Coggs Human Services Center  
Attention: Dennis Buesing  
~~Room 300~~ **Room 304**  
1220 West Vliet Street  
Milwaukee, WI 53205

Deletions *Additions*

## INFORMATION SUMMARY SHEET

RFP Issuing Office: Milwaukee County – Management Services Division

RFP Issue Date: February 13, 2015

RFP Number: 82110001

Deadline for Receipt of Conference Questions: Noon, February 25, 2015    Emails only

Date of Pre-Proposal Conference: 1:00 p.m., March 2, 2015

Pre-Proposal Conference Location: Marcia P. Coggs Human Services Center  
1220 West Vliet Street  
  
Milwaukee, WI 53205  
Room 301C

Deadline for Receipt of Post- Proposal Conference Questions: Noon, March 4, 2015

Written Q & A Posted to Website: Monday, March 9, 2015

RFP Proposal Receipt Deadline: **4:00 p.m. CDT, Friday, March 27, 2015**

Proposal, Q&A and Addenda Posting Site: <http://county.milwaukee.gov/Corrections22671.htm>

RFP Submission Location: Marcia P. Coggs Human Services Center  
Attention: Dennis Buesing  
~~Room 300~~ *Room 304*  
1220 West Vliet Street  
Milwaukee, WI 53205

RFP Administrator: Dennis Buesing  
Email: [dhhsca@milwaukeecountywi.gov](mailto:dhhsca@milwaukeecountywi.gov)  
Phone: 414-289-5853

It shall be the responsibility of each vendor, prior to submitting a proposal, to check the website for addenda and other postings related to this RFP.

Deletions    *Additions*