



June 17, 2024

To: Community Agencies, Organizations, and Interested Parties

The Milwaukee County Department of Health and Human Services (DHHS), Aging & Disabilities Services (ADS) invites community agencies, organizations and interested parties to participate in the RFP process by submitting proposals for Programming and Nutrition Site Supervision at Milwaukee County-Owned Senior Centers: NORTH SIDE (Clinton and Bernice Rose, McGovern Park, Washington Park Senior Centers) and SOUTH SIDE (Wilson Park, and Lawrence P. Kelly Senior Centers), to be tentatively provided from January 1, 2025, to December 31, 2025.

The Department welcomes new prospective vendors including joint ventures and other innovative partnerships to participate in this RFP process. Applicants are invited to submit a proposal for NORTH SIDE Centers, SOUTH SIDE Centers or BOTH North and South Side Centers.

Proposal materials (*Program Descriptions* and *Technical & Program Requirements*) will be available for download in electronic format beginning June 17, 2024 from:

***Milwaukee County Procurement Portal:***

<https://countymilwaukee.bonfirehub.com/portal/?tab=openOpportunities>

Two (2) Informational / Technical Assistance Sessions will be held to discuss the proposal guidelines and assist proposers in completing proposals, and tours will be scheduled of the buildings.

All proposals for funding in response to this RFP must be received by the Department of Health and Human Services no later than August 22, 2024, 4:00 p.m. CDT. No extensions will be granted for submission of proposals unless approved by the Director of the Department of Health and Human Services.

**Proposals must be uploaded to:**

<https://countymilwaukee.bonfirehub.com/portal/?tab=openOpportunities>

All proposals must be fully and completely uploaded to the above site by the deadline. Should an extension or modification of any deadline occur, there will be a notice via addendum to all parties. Such an extension will be available to all proposers.

Thank you for your interest in the Milwaukee County Department of Health and Human Services RFP process.

Sincerely,

A handwritten signature in black ink, appearing to read 'SL LaGrant-McClain', written in a cursive style.

Shakita L. LaGrant-McClain

Director

Milwaukee County Department of Health and Human Services