

**From:** [Marcum, Matthew R - DHS](#)  
**To:** [Marcum, Matthew R - DHS](#)  
**Subject:** FW: [NCI] Negotiation Deadline Extension & Contract Availability  
**Date:** Wednesday, December 17, 2014 4:06:58 PM

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**From:** DHS DPHContracts  
**Sent:** Thursday, October 30, 2014 3:56 PM  
**To:** DHS DPHContracts  
**Cc:** Moore, Donna J - DHS; Marcum, Matthew R - DHS  
**Subject:** [NCI] Negotiation Deadline Extension & Contract Availability

*This message is being sent to local health officers, program managers, contract monitors and Regional Directors.*

### **Negotiation Deadline Extension**

While many negotiations have been completed, there are still a number of outstanding objectives for which negotiations need to be completed and signed off. As a reminder, an agency's contract cannot be made available until the negotiation process has been completed for **all** programs contained within that contract. To help facilitate this process, we are extending the negotiation deadline until **November 10<sup>th</sup>, 2014**. For agencies that have completed the entire negotiation process by November 10<sup>th</sup>, their consolidated contract and associated addendum are scheduled to be available no later than November 14<sup>th</sup>, 2014.

Please review the status of each of your programs in GAC to ensure that any required negotiations have been completed and that each program has been locked (indicated by the presence of check mark in the "Select For Locking" column of the Contract Programs page). Once each program has been locked, the contract as a whole will automatically lock, signaling that the negotiation process has been completed.

As some of you are aware, there have been some problems with GAC not notifying the Contract Monitor that negotiations can begin. We feel that those issues have been resolved, but because you may have already clicked on the "email" button, the notification email is still not forwarding. If you are a Health Officer who needs to complete a negotiation, please feel free to reach out to your Contract Monitor to ensure that they are aware that you are ready to negotiate. Please remember that Contract Monitors are extremely busy throughout this negotiation process, so it may take them some time to respond to you. To identify your contract monitor, please refer to the "Contract Monitor by Region" tab of the [2015 Consolidated Contract Overview](#) spreadsheet.

### **Contract Availability**

Within a few days after the completion of the negotiation process, your agency-specific contract addendum will be available from the [2015 Consolidated Contract Overview](#) spreadsheet. Once it is available, you will receive an e-mail with detailed guidance regarding the necessary steps to download your 2015 Consolidated Contract package and submit the required signature pages.

Please contact Matt Marcum ([Matthew.Marcum@wi.gov](mailto:Matthew.Marcum@wi.gov) or 608-266-5318) if you have questions regarding the negotiation process or the availability of your contract.

Donna Moore  
DPH Operations Director  
Division of Public Health  
Department of Health Services  
608-261-9434

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