

**COUNTY OF MILWAUKEE**

## INTER-OFFICE COMMUNICATION

DATE: November 3, 2010

TO: Supervisor Michael Mayo, Jr., Chairman  
Transportation, Public Works & Transit Committee

FROM: Jack H. Takerian, Director, Department of Transportation and Public Works

SUBJECT: Milwaukee County's Section 85.21 Grant Application Informational Report

**BACKGROUND**

State financial aid is available to counties through the 2011 Specialized Transportation Assistance Program for Counties, as authorized by s.85.21, Wisconsin Statutes. This aid is allocated according to each county's share of the State's total elderly and disabled population.

A County may use its allocated aid in a variety of ways. It may directly provide specialized transportation service; it may purchase service from, or assist, any other public or private organization that supplies such service; or it may directly subsidize elderly or disabled persons for their use of existing services such as taxis. Both equipment acquisitions and operating expenses are eligible, as are the related expenses of coordination, technical studies, and in-service training.

In order to receive its allocation, a county must provide a 20% cash match, conduct a public hearing and complete an application. The due date for the 2011 application is December 31, 2010.

Milwaukee County is scheduled to receive \$2,216,581 in 2011, to be allocated to Transit Plus (\$1,551,607) and the Department on Aging (\$664,974).

Report Prepared by: Steve N. Nigh

Approved by:

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Jack H. Takerian, Director  
Department of Transportation & Public Works

JHT:mmb

# **COUNTY OF MILWAUKEE**

## **INTER-OFFICE COMMUNICATION**

**DATE:** November 3, 2010

**TO:** Supervisor Michael Mayo, Jr., Chairman  
Transportation, Public Works & Transit Committee

**FROM:** Jack H. Takerian, Director, Department of Transportation and Public Works

**SUBJECT:** Public Hearing on Milwaukee County's 2011 Section 85.21 Grant Application  
Scheduled for December 1, 2010 during the Regular Meeting of the Committee  
on Transportation, Public Works & Transit

### **OPENING STATEMENT BY THE CHAIRMAN**

The Committee on Transportation, Public Works & Transit will now conduct a public hearing on the subject of Milwaukee County's application for a State grant in the amount of \$2,216,581 under Section 85.21 of the Wisconsin State Statutes--The Specialized Transportation Assistance Program for Counties. The State grant is proposed to be used during 2011 to support Transit Plus and one transportation program for the elderly offered through the Department on Aging.

Persons wishing to speak here today on this particular subject should secure a witness identification slip to give to the clerk. Please limit your comments to the two projects proposed in the grant application.

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**DATE:** September 28, 2010

**TO:** Supervisor Lee Holloway, Chairman, County Board of Supervisors  
Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director, Transportation & Public Works  
Anita Gulotta-Connelly, Managing Director, MCTS

**SUBJECT:** Proposed Service Modification - Route 23 (Fond du Lac Avenue)

POLICY

Proposed additions, deletions and modifications to transit routes and services are subject to County Board approval prior to implementation. Requests for such changes are researched and reported to the County Board by Transit System staff.

BACKGROUND

Route 23 (Fond du Lac Avenue) provides frequent every day service primarily along Fond du Lac Avenue and connects the northwest side of Milwaukee County to downtown Milwaukee (see map 1). There is also limited weekday service to the Park Place and Bradley Woods business parks via an extension that is integrated into the route's schedule. Route 23 service to these areas began in 2004 after the elimination of Routes 101 (Silver Mill – Park Place Shuttle) and Route 102 (West Loop Shuttle). Service to Park Place operates 6 am - 9 am and 3 pm - 6 pm and generates 50 rides/day. Service to Bradley Woods operates 6 am - 9 am, 3 pm - 6 pm, and 6 pm - 11 pm and also carries 50 rides/day.

**Requests for Service**

MCTS was recently contacted by Actuant Electrical and Junior Achievement with requests for service to their new locations in and near the Park Place business park. Actuant relocated to N85 W12545 Westbrook Crossing and Junior Achievement is projected to open their new facility on Liberty Drive in April 2011 (see map 2).

After evaluating service and ridership levels and exploring various options, MCTS Planning staff believes these requests can be accommodated at no additional operating cost to Milwaukee County and with only a minimal impact on current passengers.

## **Proposed Service Modification**

MCTS proposes to create a new shuttle route that would serve both business parks and expand service to include Actuant Electrical and Junior Achievement (see map 2). Route 223 (Park Place – Bradley Woods Shuttle) would operate approximately during the same time period as current service and have timed-transfers with both branches of Route 23.

Some lightly used segments along the extension of Route 23 would be eliminated, although customers would still be within a short walking distance of their former bus stop. It is estimated this would affect 20 rides/day.

In addition, Route 23 would be improved through a short extension of the 60th – Mill branch from 107th & Fond du Lac to 107th & Park Place. In addition, a layover at 85th & Mill would be moved to 107<sup>th</sup> & Park Place. These modifications would simplify the route and make it easier to understand. There would not be any decrease in service levels on Route 23.

These modifications are possible by reallocating time in Route 23's schedule. There would not be any difference in the number of bus hours on the current route compared to the revised Route 23 and new Route 223. As a result, there would not be any increase in operating costs to Milwaukee County.

MCTS estimates the new service to Actuant Electrical and Junior Achievement will generate 50 rides/day. These estimates were based on information from both organizations. MCTS estimates that additional rides will be gained by improving the frequency of service to Park Place on Route 23. After considering the overall changes to service span and frequency, MCTS estimates a net increase of 66 rides/day.

The main benefits of these changes are as follows:

- The requests for service from both Actuant Electrical and Junior Achievement would be met.
- Route 223 would provide service to the Park Place and Bradley Woods business parks at a level that is more appropriate for the demand. The route would also provide a new transfer from Route 76 at 91<sup>st</sup> Street & Brown Deer Road.
- Route 23 would continue to operate at the same frequency of service. Service would also be simplified and easier to understand. For example, all trips on the Mill Road branch would layover at a single location instead of four different locations depending on the time of day.
- Both business parks and Actuant Electrical would be connected to both branches of Route 23 and Route 76 via Route 223.
- Customers walking along 91<sup>st</sup> between Brown Deer and Heather would now have an option to use Route 223.

- A Woodman's Grocery store scheduled to open this fall at 124<sup>th</sup> & Bradley would be served by Route 223.

The drawbacks of these changes are as follows:

- Route 23 passengers that currently have a one seat ride to the business parks would have to transfer to Route 223. This change would be ameliorated by creating a timed transfer between both routes.
- There would be a reduction in the number of trips to both business parks. This is estimated to result in a ridership loss of 8 rides/day. Service would remain available to all work shifts for employees. Those who continue to utilize the bus may experience some inconvenience with the change in frequency of service.

#### RECOMMENDATION

On the basis of the analysis presented above, it is recommended that Route 23 be restructured and Route 223 be created to provide limited weekday service to the Park Place and Bradley Woods business parks. These changes would take effect January 2, 2011.

#### FISCAL NOTE

This service change will not result in an increase in transit operating costs.

Prepared by: Anita Gulotta-Connelly, Managing Director, MCTS

Approved by:

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Jack Takerian, Director  
Transportation & Public Works

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Anita Gulotta-Connelly  
Managing Director, MCTS

cc: Tom Nardelli, Chief of Staff, Milwaukee County Executive's Office  
Cynthia Archer, Director, Department of Administrative Services  
Steve Kreklow, Fiscal and Budget Administrator, Department of Administrative Services  
Josh Fudge, Fiscal and Budget Analyst, Department of Administrative Services

(Item ) From the Director of the Department of Transportation & Public Works and the Managing Director of the Milwaukee County Transit System, recommending that Route 23 be restructured and that Route 223 be created to provide limited weekday service to the Park Place and Bradley Woods business parks, effective January 2, 2011.

**RESOLUTION**

WHEREAS, MCTS Route 23 (Fond du Lac Avenue) provides frequent every day service primarily along Fond du Lac Avenue and connects the northwest side of Milwaukee County to downtown Milwaukee, with limited weekday service to the Park Place and Bradley Woods business parks via an extension that is integrated into the route’s schedule; and

WHEREAS, Route 23 service to these areas began in 2004 after the elimination of Routes 101 (Silver Mill-Park Place Shuttle) and Route 102 (West Loop Shuttle); and

WHEREAS, service to Park Place operates 6 am - 9 am and 3 pm - 6 pm and generates 50 rides/day and service to Bradley Woods operates 6 am - 9 am, 3 pm - 6 pm, and 6 pm - 11 pm and also carries 50 rides/day; and

WHEREAS, MCTS proposes to create a new shuttle Route 223 that would serve both business parks and expand service, would operate approximately during the same time period as current service and have timed-transfers with both branches of Route 23; and

WHEREAS, these modifications are possible by reallocating time in Route 23’s schedule with no difference in the number of bus hours on the current route and no increase in operating costs to Milwaukee County; and

WHEREAS, additional benefits of these changes are as follows: The requests for service from both Actuant Electrical and Junior Achievement would be met; Route 223 would provide service to the Park Place and Bradley Woods business parks at a level that is more appropriate for the demand; the route would also provide a new transfer from Route 76 at 91<sup>st</sup> Street & Brown Deer Road; Route 23 would continue to operate at the same frequency of service; and service would also be simplified and easier to understand; and

44           WHEREAS, MCTS estimates the new service to Actuant Electrical and  
45 Junior Achievement will generate 50 rides/day and that additional rides will  
46 be gained by improving the frequency of service to Park Place on Route 23;  
47 now, therefore

48  
49           BE IT RESOLVED, that Route 23 be restructured and that Route 223  
50 be created to provide limited weekday service to the Park Place and Bradley  
51 Woods business parks effective January 2, 2011.

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE: 9/28/2010**

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: Proposed Service Modification - Route 23 (Fond du Lac Avenue)**

**FISCAL EFFECT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact                                     | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required  | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues     |
| <input type="checkbox"/> Absorbed Within Agency's Budget   | <input type="checkbox"/> Decrease Capital Revenues     |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget   |  |
| <input type="checkbox"/> Decrease Operating Expenditures   | <input type="checkbox"/> Use of contingent funds       |
| <input type="checkbox"/> Increase Operating Revenues   |  |
| <input type="checkbox"/> Decrease Operating Revenues   |  |

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure		
	Revenue		
	Net Cost		
<b>Capital Improvement Budget</b>	Expenditure		
	Revenue		
	Net Cost		

## DESCRIPTION OF FISCAL EFFECT

**In the space below, you must provide the following information. Attach additional pages if necessary.**

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.<sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Route 23 would be restructured and Route 223 would be created to provide limited weekday service to the Park Place and Bradley Woods business parks. These changes would take effect January 2, 2011. The new shuttle Route 223 (Park Place - Bradley Woods Shuttle) would serve both business parks and expand service to include Actuant Electrical and Junior Achievement, would operate during the same time period as current service and have timed-transfers with both branches of Route 23. The requests for service from both Actuant Electrical and Junior Achievement would be met. Route 223 would provide service to the Park Place and Bradley Woods business parks at a level that is more appropriate for the demand. The route would also provide a new transfer from Route 76 at 91st Street & Brown Deer Road. Route 23 would continue to operate at the same frequency of service. Service would also be simplified and easier to understand.

These modifications are possible by reallocating time in Route 23's schedule. There would not be any difference in the number of bus hours on the current route compared to the revised Route 23 and new Route 223. As a result, there would not be any increase in operating costs to Milwaukee County.

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

B. The proposed change does not generate additional costs, nor does it produce a cost savings.

C. There are no fiscal impacts of this change.

D. Assumptions regarding this proposed change are standard transit planning evaluations of ridership, running-time, and potential revenues.

Department/Prepared By Anita Gulotta-Connelly, Managing Director, MCTS

Authorized Signature \_\_\_\_\_

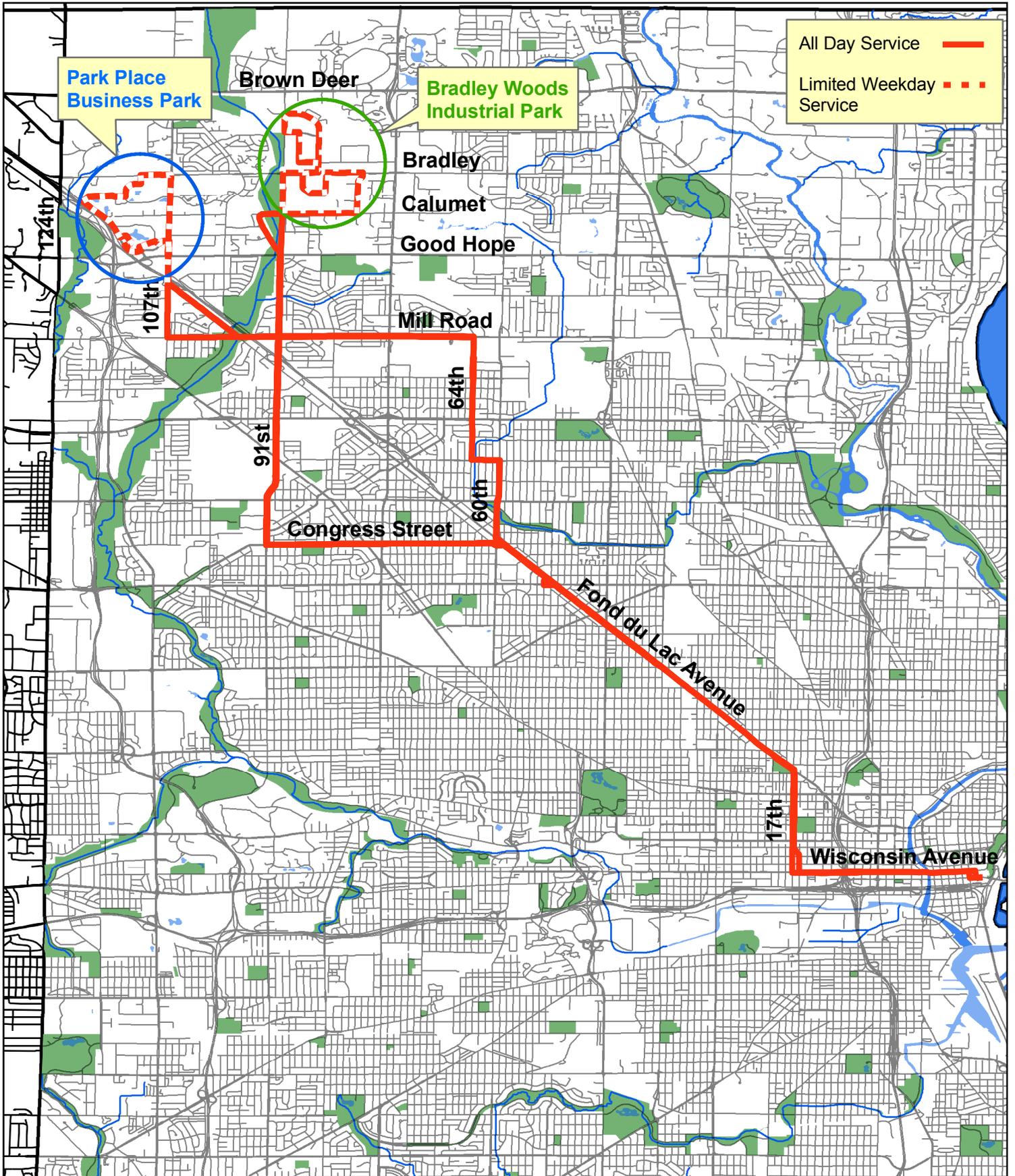
Did DAS-Fiscal Staff Review?

Yes

No

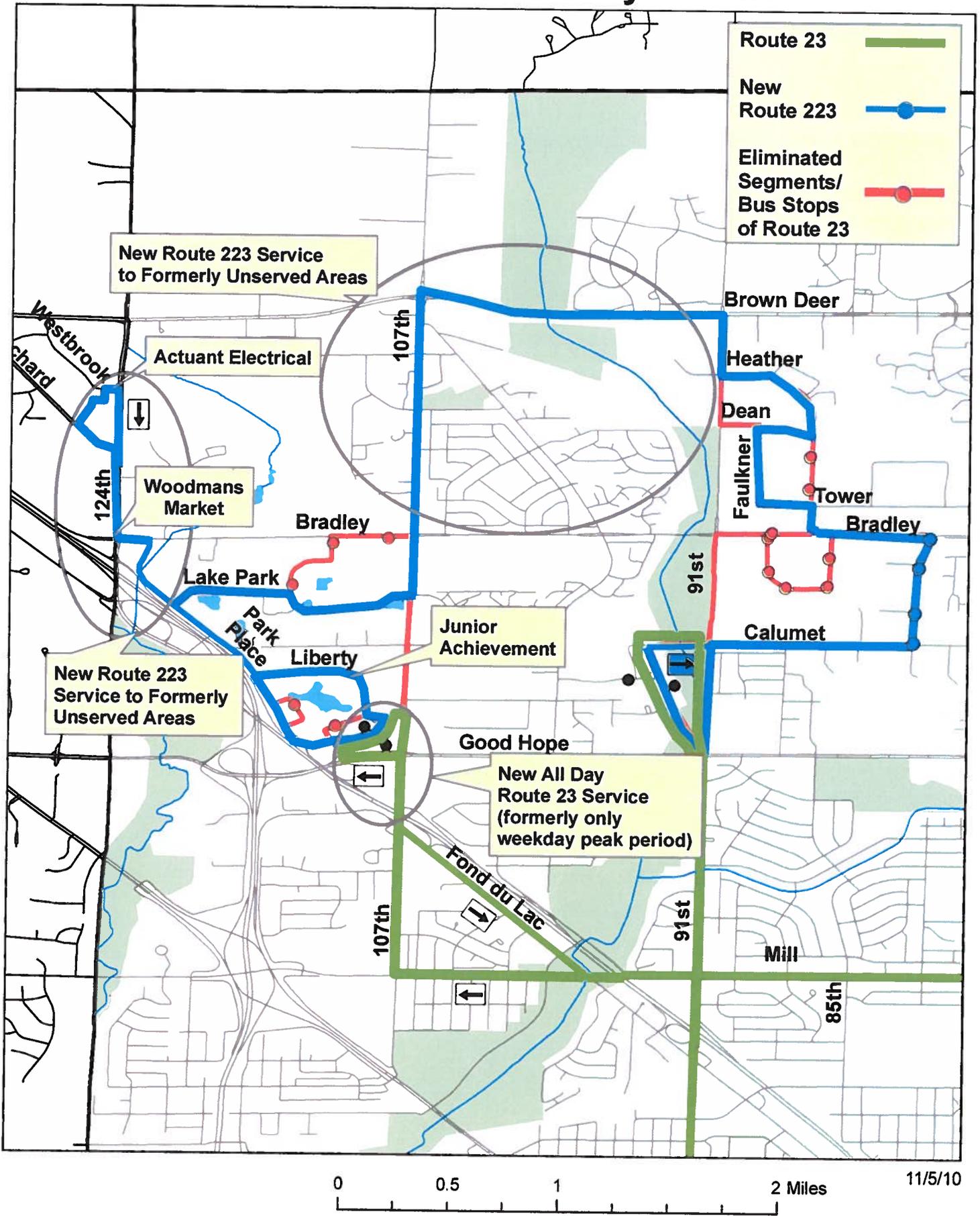
Reviewed With:

# Route 23 - Fond du Lac Avenue Park Place and Bradley Woods Service



# Map 2

## Revised Route 23 and New Route 223 Service to Park Place and Bradley Woods



**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**DATE:** November 15, 2010

**TO:** Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director, Transportation & Public Works

**SUBJECT:** Budget Amendment Regarding Airport Bus Stop Location and Signage

**POLICY**

The Milwaukee County Transit System (MCTS) provides periodic updates to the Committee regarding transit programs.

**BACKGROUND**

As an amendment to the 2011 Budget, the Airport Director (or designee) and Managing Director of MCTS (or designee) were directed to conduct a study of the feasibility of relocating the Route 80 bus line located at General Mitchell International Airport (GMIA) to a more readily noticed and easily accessed area for passenger convenience. The aforementioned individuals were also directed to review bus stop signage and overall visibility of MCTS services at the Airport.

MCTS Route 80 serves the Airport. MCTS buses enter the Airport from Howell Avenue and travel around the outer edge of the parking lot to the immediate southwest of the terminal building. Passengers board and alight at a stop located in this parking area. The bus stop is not visible from the passenger terminal, but it is well lit and there is a shelter at that location.

Ridership counts conducted in the fall of 2009 indicate that approximately 280 passengers per day board or alight at the Airport stop. This number is fairly consistent on weekdays and weekends. In December 2009, MCTS conducted a survey of a sample of passengers boarding and alighting at the Airport. According to the responses to that survey, 76% of the passengers surveyed use the bus to get to/from work at the Airport; 13% will travel or did travel via airplane at the Airport; and 11% were in the "other" category – they worked at other locations than the Airport or transferred to other buses or gave some other reason for their trip.

**Signage**

Over the last two years, MCTS and GMIA have worked together to improve signage and the visibility of MCTS services at GMIA. In early January 2009, the Airport was contacted by MCTS with a request for additional signage that would direct arriving passengers to the MCTS bus stop. Airport staff met with MCTS staff to determine their need and develop a plan of action. It was agreed that although the Airport had a number of signs in place, there was a need for additional signage.

A number of signs were added, both inside and outside the Airport to help direct passengers to the MCTS bus stop (see Attachments 1 and 2). Airport staff also agreed to place MCTS bus stop information on the electronic soffit signs, located on the north and south ends of the baggage claim area (see Attachment 3). Information on MCTS bus service was also added to the signs at each of the baggage carousels (see Attachment 4). In addition, a framed MCTS system map was installed in the alcove area next to the Milwaukee County Parks sign in baggage claim (see Attachment 5).

### **Bus Stop Location**

As indicated above, the MCTS bus stop is currently located at the edge of the parking lot to the immediate southwest of the terminal building. While the stop is well lit and does have a shelter, it is not visible from the passenger terminal and is located a significant distance from the terminal exit doors. Locations closer to the building are limited and tend to see intensive traffic pressure.

After review of various possibilities, GMIA has agreed to allow MCTS buses to stop on the island located directly across from the doors near baggage claim carousel #1 (see Attachment 6). Several other bus lines (Badger Bus, Wisconsin Coach) currently use this location for passenger boarding and alighting. This location has the advantage of being much closer to the building. It is highly visible and may encourage passengers to use MCTS services (see Attachment 7).

Given the number of buses utilizing this stop, there may be some operational issues. In order to minimize the impact of MCTS buses utilizing this location, any MCTS buses that layover at the Airport (as opposed to those operating through the Airport without a layover) will layover out of the way, at the current bus stop, before stopping at the island. MCTS and GMIA will work together to ensure that the buses are able to access the location and that traffic is not impeded by this change.

### **RECOMMENDATION**

This report is informational only unless otherwise directed by the Committee.

Prepared by: Anita Gulotta-Connelly, Managing Director, MCTS

Approved by:

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Jack Takerian, Director  
Transportation & Public Works

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C. Barry Bateman  
Airport Director

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Anita Gulotta-Connelly  
Managing Director, MCTS

cc: Chairman Lee Holloway, County Board of Supervisors  
Scott Walker, Milwaukee County Executive  
Tom Nardelli, Chief of Staff, Milwaukee County Executive's Office  
Cynthia Archer, Director, Department of Administrative Services  
Steve Kreklow, Fiscal and Budget Administrator, Department of Administrative Services  
Josh Fudge, Fiscal and Budget Analyst, Department of Administrative Services  
Terrence Cooley, Chief of Staff, County Board of Supervisors

# Attachment 1 – Interior Directional Signs

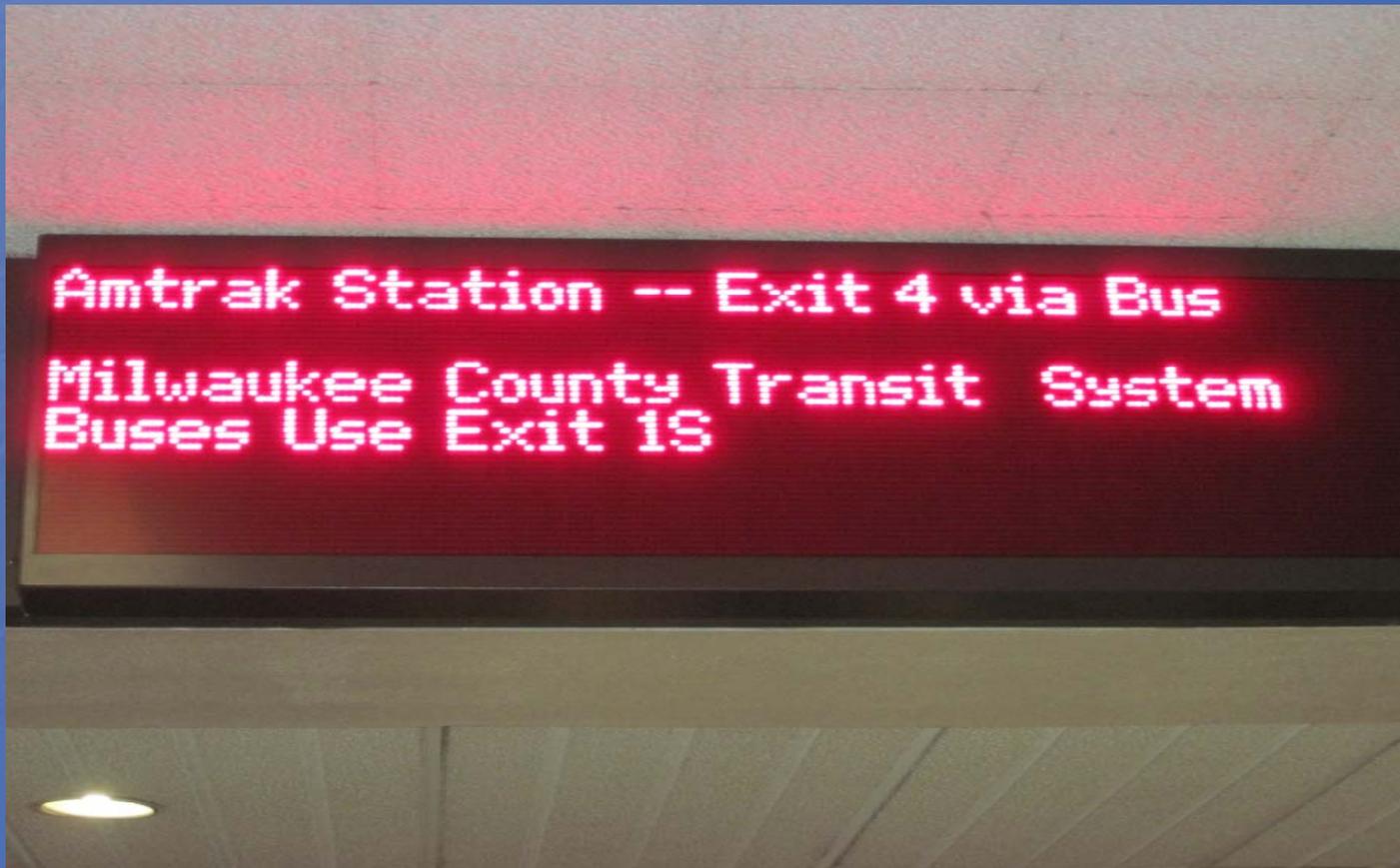


# Attachment 2 – Exterior Directional Signs



# Attachment 3 -Electronic Signage

Appears at the bottom of the escalators in Baggage Claim area



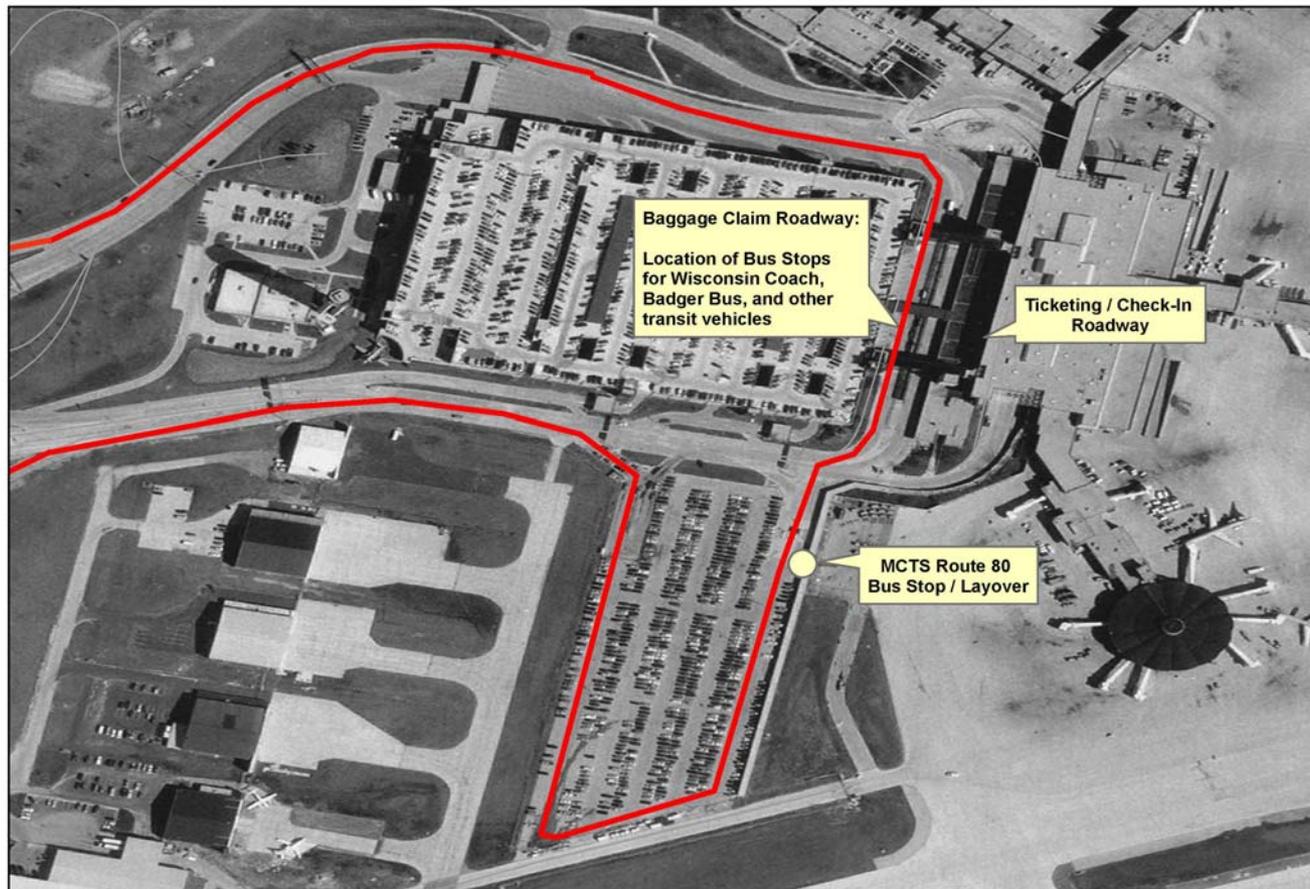
# Attachment 4



# Attachment 5 - Framed Signage



# Attachment 6 - Route 80 Service to Mitchell International Airport



# Attachment 7 – Bus Stop at Baggage Claim Area



**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**DATE:** October 1, 2010

**TO:** Lee Holloway, Chairperson, Milwaukee County Board of Supervisors  
Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT :** **AMEND AIRPORT AGREEMENT NO. CN-1906 WITH SSP AMERICA, INC.  
TO ADD FOOD AND BEVERAGE CONCESSION SPACE AT GENERAL  
MITCHELL INTERNATIONAL AIRPORT**

**POLICY**

County Board approval is required to amend concession agreements at General Mitchell International Airport (GMIA). At its September 15, 2010 meeting, The Transportation, Public Works & Transit Committee laid this item over for additional information.

**BACKGROUND**

At its May 22, 2008 meeting the Milwaukee County Board of Supervisors authorized Milwaukee County to enter into agreements with Host International, Inc. (Host), and SSP America, Inc. (SSP), for the operation of food and beverage concessions at GMIA under Official Notice No. 6292. Milwaukee County awarded Package A contained in Official Notice No. 6292 to Host and Packages B – E to SSP. The new agreements were to be consistent with the draft agreement contained in Official Notice No. 6292.

Host has constructed Quiznos and Famous Famiglia quick serve facilities in the Concession Mall and refurbished its Starbucks location. Host also has constructed a Chili's Restaurant and French Meadow Bakery quick serve on Concourse C and a Johnny Rockets quick serve and a Usinger's Deli on Concourse D. Host is currently constructing its new facilities on Concourse E. Host's agreement required Host to construct new bar and full service restaurant facilities in the Concession Mall and refurbish a bar/quick serve facility on Concourse D. Host has not submitted plans for these facilities to date.

SSP has constructed Alterra Coffee/Snack facilities in the Concession Mall and on Concourse C and D. SSP has also constructed a Nonna Bartolotta restaurant on Concourse D. SSP is currently constructing a new burger facility in the Concession Mall. SSP's agreement also requires it to construct a quick serve facility in the Concession Mall near the entrance to Concourse E. This location was the former smoking room. Official Notice No. 6292 requested a quick serve concept at this location. Concourse E is the smallest concourse, and it has the fewest enplanements and the least amount of traffic in the Concession Mall. The quick serve location is not clearly visible to non-Concourse E passengers due to a wall and an elevator shaft. The County Board approved SSP's request to locate the SSP's quick serve burger facility to the center of the Concession Mall (Journal, March 18, 2010, File No. 07-283(a)(k)), and develop a snack concept near the Concourse E location. SSP has advised Airport staff that SSP would like to delay construction of facility in this location until after the escalator project in this area is completed.

Due to the significant increase in enplanements Airport staff believed that more food and beverage facilities on the concourses were needed to meet passenger demand. Airport staff retained Unison Consulting (Unison) to evaluate the food and beverage needs on the concourses. Through its analysis, Unison determined that additional food and beverage services are needed on all three concourses due to AirTran's expansion on Concourse C, Frontier's increased regional service on lower level Concourse D, and the Delta/Northwest merger on Concourse E.

#### Request for Proposal Locations and Specifications

Airport staff requested proposals from Host and SSP for the following locations:

1. Concourse C - Branded Quick Service Food and Beverages, consisting of approximately 1,862 square feet, intended for quick-service food and beverages. The menu should focus on one specific food theme – American, ethnic, local favorite, or similar popular style - that offers a variety of freshly prepared items and covers all day parts. Alcoholic beverages may be offered. The proposed concept and brand should be complementary to other food service options already in place on the concourse. The County strongly encourages the inclusion of well-known national and local concepts.
2. Concourse D Lower Level- Coffee/Snacks/Food To Go, consisting of approximately 180 square feet intended for the sale, at a minimum, of freshly prepared coffee and other hot beverages and a selection of pastries, sandwiches, salads fruit, snacks, non-alcoholic beverages and other food and beverage items as proposed by the respondent and accepted by the County. Food items should be appropriately packaged for passengers who want to take them onto the plane.
3. Concourse E - Coffee Bar/Bistro located in the atrium of Concourse E, consisting of approximately 700 square feet, intended for the sale of branded specialty coffee – either locally or nationally known – that offers freshly brewed coffee, tea and a variety of freshly prepared coffee- and tea-based drinks. In addition specialty coffee and tea, the menu may include a variety of freshly baked goods such as cookies, pastries, rolls, bagels, scones and muffins; sandwiches, salads and soups; snacks and desserts; non-alcoholic beverages; and other food and beverage items. Food items should be appropriately packaged for passengers who want to take them onto the plane.

Both Host and SSP were required to state in their proposals how they were going to attain the 25% Airport Concessions Disadvantaged Business Enterprise (ACDBE) goal that is contained in their existing Agreements in the new locations.

The Request for Proposal is attached to this report.

The Table below summarizes the Host and SSP proposals.

<b>LOCATION #1 - QUICK SERVICE F&amp;B - CONCOURSE C</b>		
	<b>SSP</b>	<b>Host</b>
<b>Store Concept</b>	Pizzeria Piccola & Auntie Anne's	California Pizza Kitchen w/ full bar
<b>Local?</b>	Yes (Pizzeria)	No
<b>Menu</b>	Paninis, salads, pizzas, breakfast; pretzels	Pizza, salads, sandwiches, soups, paninis, dessert, breakfast
<b>Capital Investment</b>	\$650,000	\$982,000
<b>MAG</b>	\$140,000	\$301,000
<b>Percentage Rent (set)</b>	F&B: 12.0%; Alcohol: 16.0%	F&B: 12.0%; Alcohol: 16.0%
<b>Projected Sales (first full year)</b>	\$2,140,190	\$2,340,000
<b>ACDBE</b>	27.2% (sublet this space to ACDBE partner)	Plan to sublease some space to Contingent Workforce Solutions (in progress)

<b>LOCATION #2 - COFFEE/SNACKS/FOOD TO GO - CONCOURSE D LOWER</b>		
	<b>SSP</b>	<b>Host</b>
<b>Store Concept</b>	Quincy Avenue Food Market	Great American Bagel Bakery (can be substituted with French Meadow grab-n-go)
<b>Local?</b>	Yes - offerings from a variety of WI companies; "Made in Milwaukee" in tag line	Headquartered in Westmont, IL
<b>Menu</b>	Alterra coffee, Bartolotta's sandwiches & salads	Bagels, sandwiches, breakfast sandwiches, salads, desserts
<b>Capital Investment</b>	\$90,000	\$209,300
<b>MAG</b>	\$10,000	\$56,000
<b>Percentage Rent (set)</b>	F&B: 12.0%; Alcohol: 16.0%	F&B: 12.0%; Alcohol: 16.0%
<b>Projected Sales (first full year)</b>	\$389,844	\$520,000
<b>ACDBE</b>	27.2%	Plan to sublease some space to Contingent Workforce Solutions (in progress)

<b>LOCATION #3 - COFFEE BAR/BISTRO - CONCOURSE E</b>		
	<b>SSP</b>	<b>Host</b>
<b>Store Concept</b>	Camden Food Company	Starbucks
<b>Local?</b>	No, but menu can be "tailored to the Milwaukee market".	No
<b>Menu</b>	Bakery, sandwiches, Alterra coffee and tea	Bakery, sandwiches, salads, parfaits, beverages
<b>Capital Investment</b>	\$350,000	\$467,500
<b>MAG</b>	\$50,000	\$101,000
<b>Percentage Rent (set)</b>	F&B: 12.0%; Alcohol: 16.0%	F&B: 12.0%; Alcohol: 16.0%
<b>Projected Sales (first full year)</b>	\$890,140	\$832,000
<b>ACDBE</b>	27.2%	Plan to sublease some space to Contingent Workforce Solutions (in progress)

An evaluation committee consisting of Airport Division staff and Unison Consulting staff reviewed and evaluated the proposals submitted by Host and SSP America. Committee members used the following criteria in the evaluation of proposals:

1. Food and Beverage Concept and Theme Development (50 points)
  - a. Milwaukee concepts, brands, and themes
  - b. Quality and variety of offerings
  - c. Breadth and depth of offerings
  - d. Innovation and creativity in execution of overall theme
  - e. Visual presentation of concept
  
2. Design and Quality of Improvements (15 points)
  - a. Creative and innovative design
  - b. Design themes and quality of finishes
  - c. Compliance with Tenant Design Criteria
  - d. Quality and innovation of graphics
  
4. Financial Considerations (15 points)
  - a. Financial return to the County
  - b. Reasonableness of financial projections and rent to the County
  - c. If applicable, reasonableness of subtenant rent and related fees payable to the Proposer

SSP proposed a Pizzeria Piccolo (local Bartolotta concept with pizza, paninis, salads, breakfast) and an Auntie Anne's (national concept - pretzels) in Concourse C, a Quincy Avenue Food Market (Bartolotta sandwiches, Alterra coffee, Door County chips) in Concourse D, and a Camden Food Company (national brand tailored to local products – bakery, sandwiches, coffee tea) in the Concourse E rotunda. SSP's proposal anticipates a 27.2% ACDBE participation in the new locations. SSP's ACDBE participation for these locations will be the current ACDBE partner, FDJ Institutional and Domwin Joint Venture (both are joint ventures of JDF Enterprises and V&J Airport Food Services, LLC), and a proposed new joint venture with a member of the Bartolotta family (application not yet submitted).

Host proposed a California Pizza Kitchen (national concept with pizza salads sandwiches, soups paninis, dessert, breakfast) with a full bar in Concourse C, a Great American Bagel or a French Meadow grab-n-go (County's choice with bagels, sandwiches, breakfast sandwiches, salads, desserts) in Concourse D, and a Starbucks (bakery, sandwiches, salads, parfaits, beverages) in the Concourse E rotunda. Host's proposal plans to sublease some space to Contingent Workforce Solutions (in progress) to meet its ACDBE participation in the new locations. As of the proposal due date, Host had zero ACDBE participation in its concessions. Host's former ACDBE sublease tenant terminated his relationship with Host on December 31, 2009.

In reviewing the proposals, committee members deliberated the following:

1. Host has no agreement with an ACDBE. SSP has an executed agreement with an ACDBE partner.
2. Host's ratio of minimum annual guarantee (MAG) to sales are high and may be unreasonable, especially on Concourse D. SSP and Host's sales projections on Concourse C and E were similar. SSP's sales projection on Concourse D appear to be more reasonable. SSP's MAGs are lower than Host's MAGs. Both companies pay the greater of MAG or percentage sales.
3. Host's Concourse D location is overdeveloped for the location and sales potential. SSP's Concourse D location appears to be developed reasonably and in concert with the passenger numbers and peaks and valleys of the regional jet traffic.
4. Host's proposal contained no local presentation, concepts, or brands. SSP's proposal contained a mix of national and local with more local.
5. Host's Concourse E Starbuck's concept contains few and limited food offerings that would not best serve passengers, since the primary passenger complaints on Concourse E are about the lack a variety of food offerings. SSP's Camden Food concept contains more offerings and variety.
6. The concepts offered for Concourse C by both companies are similar in menu. The SSP proposal contains a light snack food element in the Auntie Anne

concept in addition to the local Pizzeria Piccola quick serve. The Host California Pizza Kitchen features waitress service (instead of the requested quick serve contained in the RFP) and a full bar, similar to the Host Chili's facility on C Concourse.

7. Awarding the space on Concourse D to SSP would present two operations by Host, and two operations by SSP. Awarding the space on Concourse E to SSP would give Host and SSP each one operation. Staff believes this competition on the concourses is important for airport passengers.
8. Committee members also discussed the performance of both companies in accordance with the **RFP Terms** #2 (see attached Request for Proposal dated June 4, 2010, page 5) that contains sufficient reason for the rejection of a proposal, regardless of Proposer's qualifications in respect to the Evaluation Criteria. Committee members discussed the inordinate number of customer complaints about Host, i.e., poor or insufficient food offerings, incorrect food orders, discourteous and/or rude staff, overcharging for beverages, etc. It was noted that customer complaints about SSP are few.

The Committee unanimously recommended that the three (3) locations be awarded to SSP America. The Committee scores are as follows:

	<u>Host</u>	<u>SSP</u>
Location 1	245	315
Location 2	202	243
Location 3	167	245
Total	614	803

### **RECOMMENDATIONS**

Airport staff recommends that Airport Agreement No. CN-1906 between Milwaukee County and SSP America, Inc. be amended as follows.

1. Add approximately 1,862 square feet of space in Concourse C, approximately 180 square feet of space in lower level Concourse D, and approximately 700 square feet of space in the atrium of Concourse E for the development of additional food and beverage services at GMIA.
2. SSP America's investment in the GMIA facilities will increase \$1,090,000 from \$3,950,502 to \$5,040,502.
3. SSP America's Minimum Annual Guarantee will increase \$200,000 per year from \$691,000 to \$891,000, effective November 1, 2011.

Chairman Holloway

October 1, 2010

Page 7

**FISCAL NOTE**

SSP will pay the greater of a Minimum Annual Guarantee (MAG) for the additional food and beverage locations is of \$200,000.00, or 12% of gross sales for food and 16% of gross sales for alcohol.

Prepared by: Kathy Nelson, Airport Properties Manager

Approved by:

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C. Barry Bateman  
Airport Director

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Jack Takerian  
Director of Transportation and  
Public Works

June 4, 2010

VIA ELECTRONIC MAIL

**Re: Request for Proposals to Lease, Develop, and Operate  
Additional Food and Beverage Concessions at General  
Mitchell International Airport ("RFP")**

Dear :

Milwaukee County ("the County") is requesting proposals from Host International, Inc., and SSP America, Inc., to lease, develop, and operate additional food and beverage locations at General Mitchell International Airport ("GMIA" or "the Airport") as stated in this RFP. These locations have been identified in light of recent growth in air service and passenger activity at GMIA, leading to an increased demand for food and beverages at the Airport. Any additional space granted to the Selected Respondent(s) will be incorporated into its existing lease through an amendment. The County anticipates that only the Leased Premises, Minimum Annual Guaranteed Rent ("MAG"), and minimum required capital investment will be modified as a consequence of this RFP. In particular, the expiration date and Percentage Fee rates will not be altered.

**Offered Locations:**

This RFP offers three separate concession opportunities as shown on the attached floor plans:

**Location #1**      **Branded Quick Service Food and Beverages** located on Concourse C. This space occupies approximately 1,862 square feet. The offered location is intended for quick-service food and beverages. The menu should focus on one specific food theme - American, ethnic, local favorite, or similar popular style - that offers a variety of freshly prepared items and covers all day parts. Alcoholic beverages may be offered. The proposed concept and brand should be complementary to other food service options already in place on the concourse. The County strongly encourages the inclusion of well-known national and local concepts.

**Location #2**      **Coffee/Snacks/Food To Go** located on the lower level of Concourse D. This space occupies approximately 180 square feet on the lower level of Concourse D adjacent to commuter gates. This location is intended for the sale, at a minimum, of freshly prepared coffee and other hot beverages and a selection of pastries, sandwiches, salads fruit, snacks, non-alcoholic beverages and other food and beverage items as proposed by the respondent and accepted by the County. Food items should be appropriately packaged for passengers who want to take them onto the plane.

Respondents are invited to propose café seating as part of the store concept and design (subject to approval by the County). In addition, Respondents may propose alternative locations on the lower level of Concourse D for the facility for consideration by the County. Any such alternative is subject to approval by the County.

**Location #3**      **Coffee Bar/Bistro** located in the atrium of Concourse E. This space occupies approximately 700 square feet. This location is intended for the sale of branded specialty coffee - either locally or nationally known - that offers freshly brewed coffee, tea and a variety of freshly prepared coffee- and tea-based drinks. In addition specialty coffee and tea, the menu may include a variety of freshly baked goods such as cookies, pastries, rolls, bagels, scones and muffins; sandwiches, salads and soups; snacks and desserts; non-alcoholic beverages; and other food and beverage items as proposed by the respondent and accepted by the County. Alcoholic beverages may **not** be sold. Food items should be appropriately packaged for passengers who want to take them onto the plane.

Respondent must propose a menu to serve all day parts. Respondents are invited to propose café seating within the Leased Premises as part of the store concept and design (subject to approval by the County).

### Proposal Requirements

Proposals must be submitted in a three-ring binder and must include the following tabulated sections:

1. **Transmittal Letter:** Respondent must include a transmittal letter that identifies Respondent and states Respondent's commitment, if awarded the offered spaces, to execute an amendment to its current contract incorporating the terms of this RFP and its proposal in response to this RFP. The transmittal letter must be signed by a responsible officer of the Respondent.
2. **Store Concept, Design and Capital Investment:** Respondent should submit the following information in sufficient detail to clearly define the proposed food service concept for each location: a) facility branding, concept and theme; b) proposed menu and approximate pricing; c) facility floor plan; d) renderings, sketches or photographs to illustrate the proposed facility design; and e) proposed capital investment. All designs must conform to the Airport's design standards as set forth in the Tenant Design Criteria.
3. **Proposed Compensation to the County:** Provide the proposed additional Minimum Annual Guaranteed Fee (MAG) for each location that will be paid during the first Contract Year in which each of the new facilities will be open. The MAG for each location will commence as of the opening of the location, but not later than 120 days following delivery of the Premises. For subsequent Contract Years of the Term, the MAG shall be adjusted in accordance with Respondent's current contract.
4. **Projected Sales:** Provide a good faith estimate of the expected annual gross sales to be derived from each of the proposed facilities over the remainder of the Term. Major assumptions used in developing the sales projections should also be clearly stated.
5. **ACDBE:** Please provide a statement or plan on how respondent will comply with the ACDBE goal continued in its current contract for these new locations.

Proposals must be received by the undersigned at the administrative offices of GMIA no later than the normal close of business on **Thursday, July 15, 2010**. Proposals must be marked on the envelope as follows:

"Proposal to Lease, Develop, and Operate Food and Beverage Concessions at General Mitchell International Airport"

Please submit six copies of your proposal. Proposals that are submitted by fax will not be accepted and late submissions will not be considered.

**Evaluation Criteria:**

All proposals will be reviewed and evaluated by an evaluation committee; the committee will provide its recommendation(s) to the Milwaukee County Board for award of the offered concession locations. The following criteria will be considered in the evaluation of proposals:

1. Food and Beverage Concept and Theme Development
  - a. Milwaukee concepts, brands, and themes
  - b. Quality and variety of offerings
  - c. Breadth and depth of offerings
  - d. Innovation and creativity in execution of overall theme
  - e. Visual presentation of concept
2. Design and Quality of Improvements
  - a. Creative and innovative design
  - b. Design themes and quality of finishes
  - c. Compliance with Tenant Design Criteria
  - d. Quality and innovation of graphics
3. Financial Considerations
  - a. Financial return to the County
  - b. Reasonableness of financial projections and rent to the County

**RFP Terms:**

This RFP is subject to the following terms and conditions:

1. County's Reservation of Rights. The County reserves the right to reject any or all proposals and to invite new proposals, or to take such other courses of action as County deems appropriate at County's sole and absolute discretion. County reserves the right to:
  - a. Waive any informality in any proposal or proposing procedure.
  - b. Reject any or all proposals.
  - c. Reject any portion(s) of a proposal.
  - d. Reissue the RFP with or without modification.
  - e. Specify approximate quantities and locations in the RFP.
  - f. Modify the locations and sizes of the offered space.
  - g. Select multiple proposals.
  - h. Negotiate all proposal elements.
  - i. Any other reason the County determines serves its best interests.
  
2. The County intends to award the concession locations offered by this RFP to the qualified and responsible Respondent who provides the best overall proposal. The County is not required to select the proposal with the highest proposed Minimum Annual Guaranteed rental or the highest projected compensation to the County. Any one or more of the following, among others, may be considered sufficient reason for the rejection of a proposal, regardless of Proposer's qualifications in respect to the Evaluation Criteria listed above:
  - a. Evidence of collusion among Respondents.
  - b. Non-responsibility, as determined by the County in its sole judgment, as shown by past work, references or other relevant factors.
  - c. Default on any obligation to the County including debt contract, as surety or otherwise.
  - d. Submission of a proposal that is incomplete, conditional, ambiguous, obscure, or that contains alterations or irregularities of any kind.
  
2. All expenses incurred by the Respondent in preparation of its proposal (including costs associated with interviews) will be borne solely by the Respondent. The County is not responsible for any costs associated with any proposal submission.
  
3. The County will not be responsible for any fees, expenses or commissions for brokers or their agents. Communications by or

between employees of, or consultants to the County, and any potential or actual Respondent broker or agent, are not to be construed as an agreement to pay, nor will the County pay any such fees, expenses or commissions. Respondent must hold the County harmless from any claims, demands, actions or judgments in connection with such broker fees, expenses or commissions.

4. Except as otherwise provided herein, all Respondents will refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process, including the evaluation team in accordance with the Milwaukee County Code of General Ordinances.

5. Code of Ethics. Ch. 9, Section 9.05 (amended March 17, 2004) of the General Ordinances of Milwaukee County states:

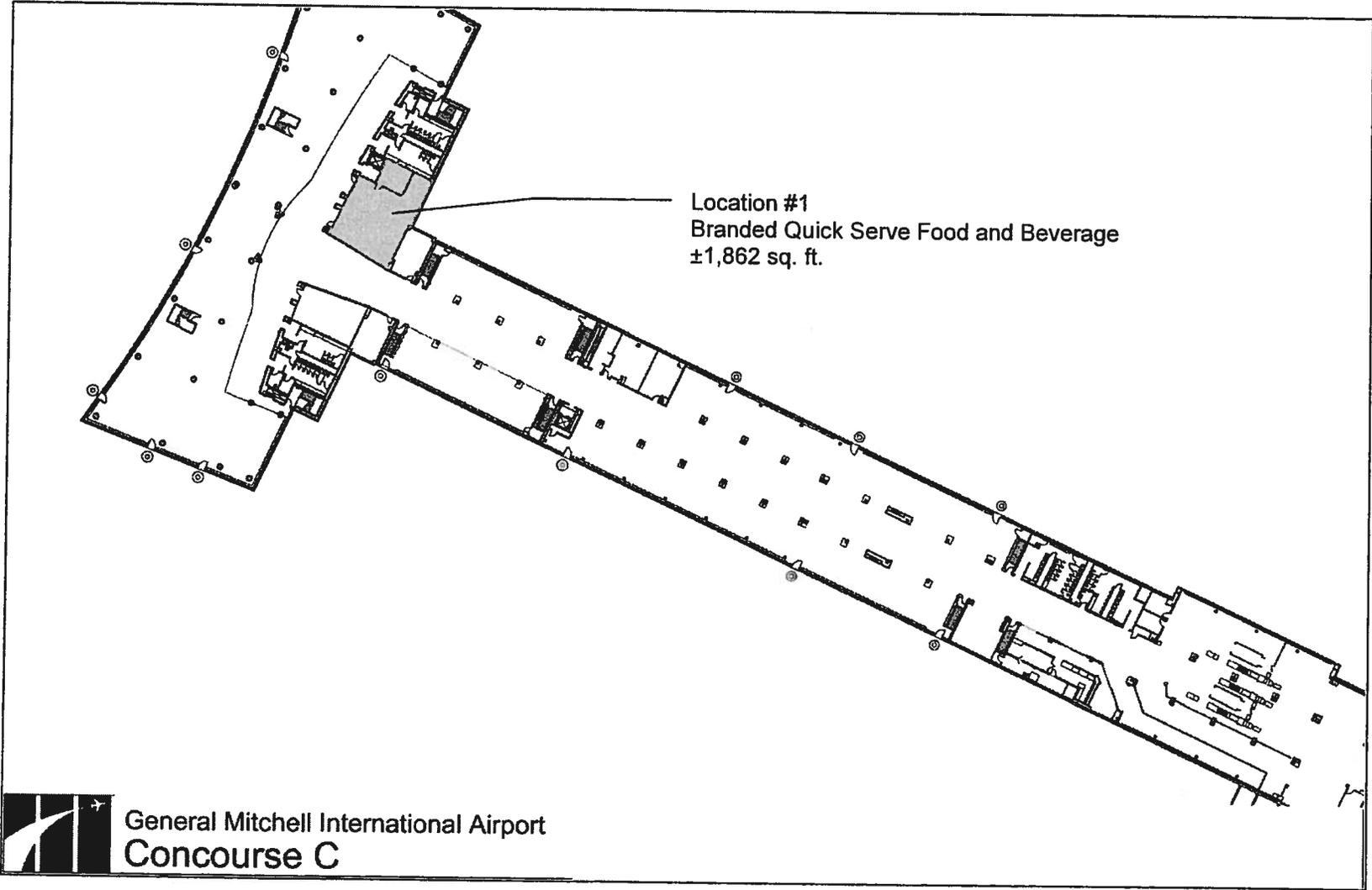
"(2) (1) No person(s) with a personal financial interest in the approval or denial of a contract being considered by a County department or with an agency funded and regulated by a County department, may make a campaign contribution to any County official who has approval authority over that contract during its consideration. Contract consideration shall begin when a contract is submitted directly to a County department or to an agency until the contract has reached final disposition, including adoption, county executive action, proceedings on veto (if necessary), or departmental approval. This provision does not apply to those items covered by Section 9.15 unless an acceptance by an elected official would conflict with this section."

6. Any award of space at the Airport as a consequence of this RFP is subject to the approval of the Milwaukee County Board of Supervisors, which approval is at the Board's sole discretion.

We look forward to your proposal. Please contact me if you have any questions or need additional information.

Regards,

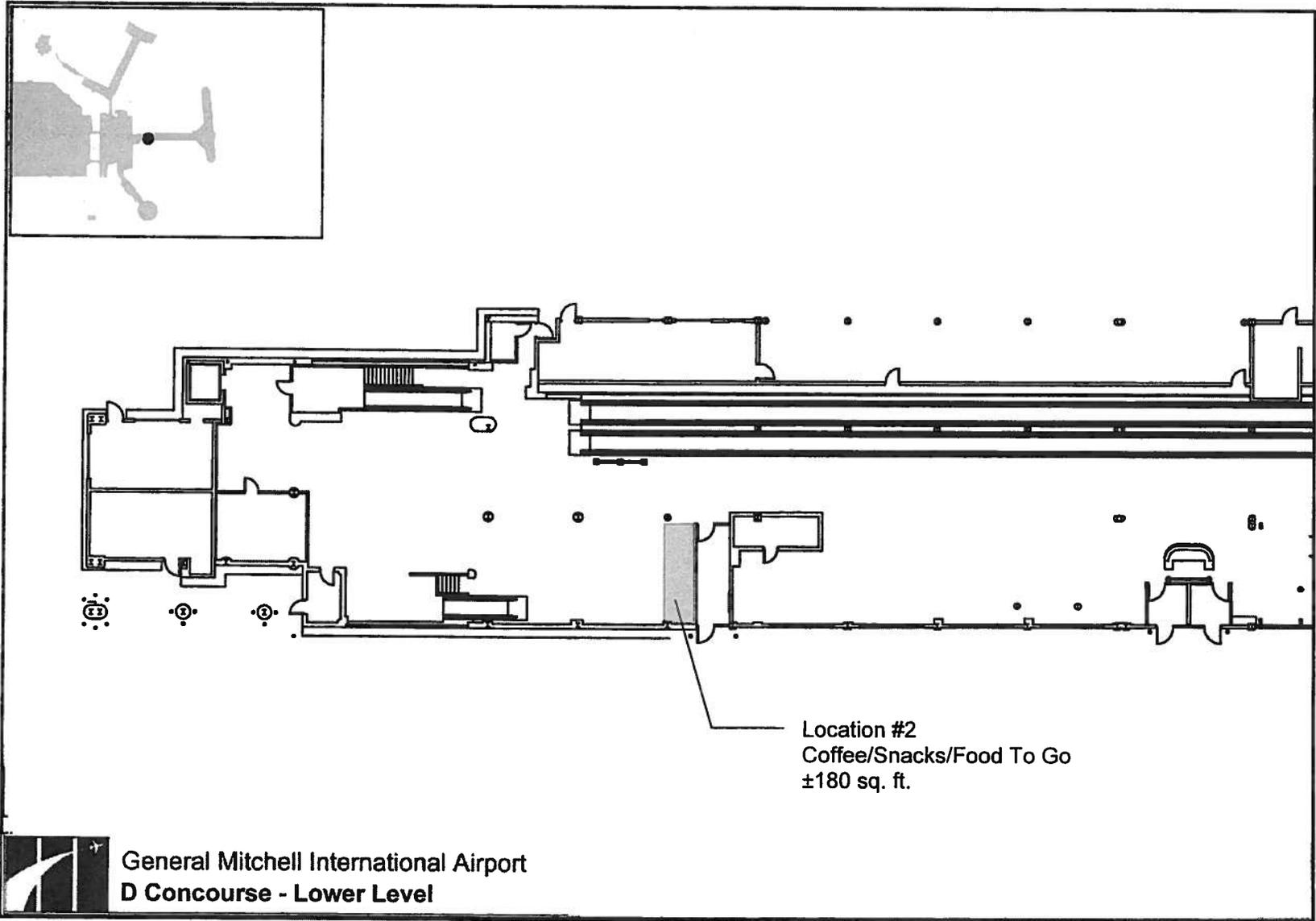
Kathy Nelson  
Airport Properties Manager

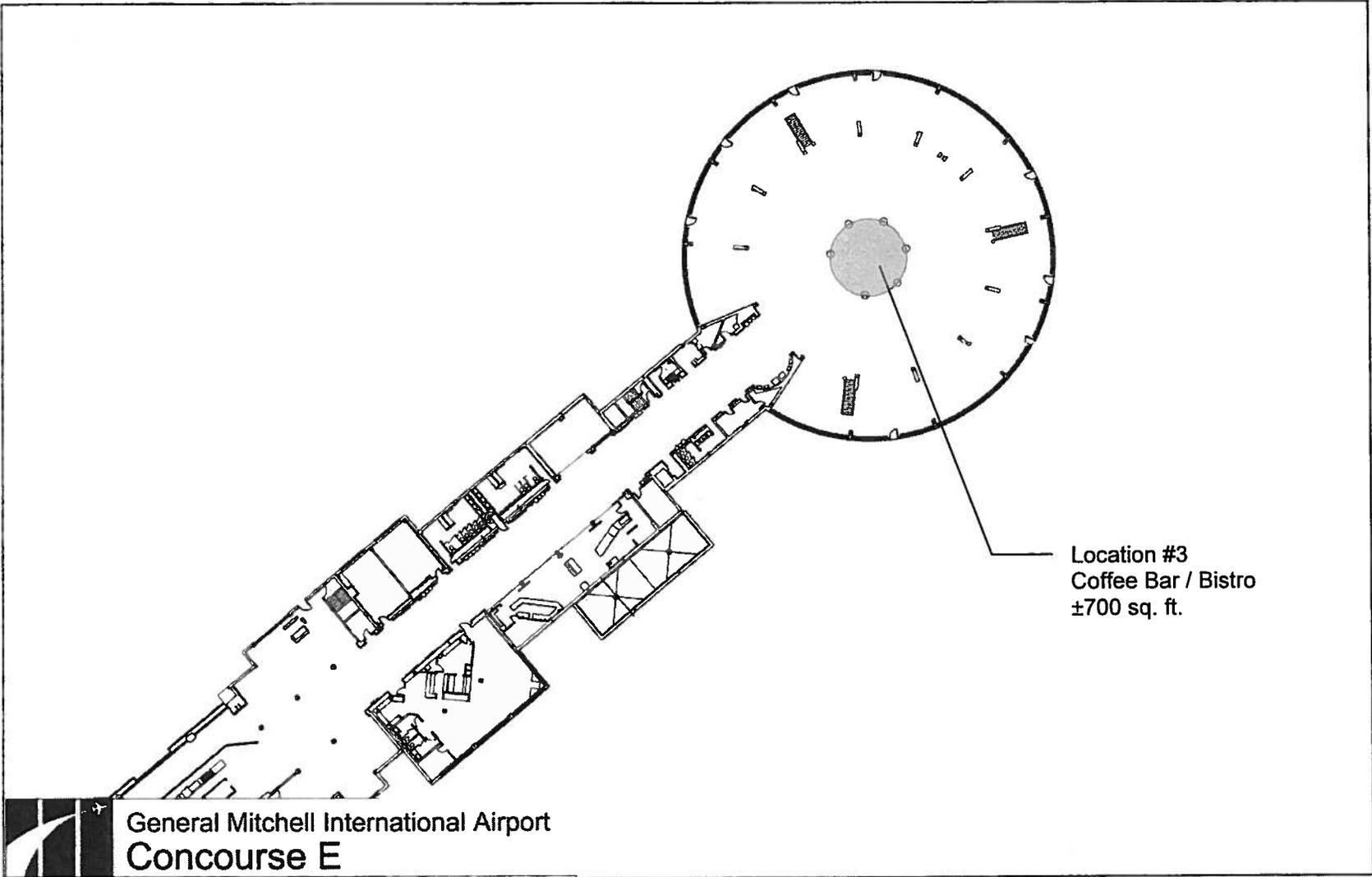


Location #1  
Branded Quick Serve Food and Beverage  
±1,862 sq. ft.



General Mitchell International Airport  
Concourse C





General Mitchell International Airport  
Concourse E

(ITEM) From the Director of Transportation and Public Works, recommending that Milwaukee County amend Airport Agreement No. CN- 1906 between Milwaukee County and SSP America, Inc. for the provision of food and beverage services at General Mitchell International Airport (GMIA) by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, on November 30, 2009 Milwaukee County entered into Airport Agreement No. CN-1906 with SSP America, Inc. for the right to operate a food and beverage concession in the terminal building at GMIA; and

WHEREAS, the Agreement was for a term of eleven (11) years beginning on November 1, 2008, and ending on October 31, 2019; and

WHEREAS; a significant increase in enplanements required additional food and beverage facilities on the concourses to meet passenger demand; and

WHEREAS, Airport staff requested proposals from the incumbent food and beverage concessionaires, Host International, Inc., and SSP America, Inc. for one location on Concourse C, one location on lower level Concourse D, and the Concourse E rotunda; and

WHEREAS, a review committee unanimously recommended that the new locations be awarded to SSP America; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on September 15, 2010, recommended approval (vote ) for Milwaukee County to amend Airport Agreement No. CN-1906 with SSP America, Inc. to add additional food and beverage locations to the agreement at GMIA, now, therefore,

BE IT RESOLVED that the Director of Public Works and Transportation and the County Clerk are hereby authorized to amend Airport Agreement No. CN-1906 between Milwaukee County and SSP America as follows:

1. Add approximately 1,862 square feet of space in Concourse C, approximately 180 square feet of space in lower level Concourse D, and approximately 700 square feet of space in the atrium of Concourse E for the development of additional food and beverage services at GMIA.
2. SSP America's investment in the GMIA facilities will increase \$1,090,000 from \$3,950,502 to \$5,040,502.
3. SSP America's Minimum Annual Guarantee will increase \$200,000 per year from \$691,000 to \$891,000, effective November 1, 2011.

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** October 1, 2010

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: AMEND AIRPORT AGREEMENT NO. CN-1906 WITH SSP AMERICA, INC. TO ADD FOOD AND BEVERAGE CONCESSION SPACE AT GENERAL MITCHELL INTERNATIONAL AIR**

**FISCAL EFFECT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact                                     | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required  | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues     |
| <input type="checkbox"/> Absorbed Within Agency's Budget   | <input type="checkbox"/> Decrease Capital Revenues     |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget   |  |
| <input type="checkbox"/> Decrease Operating Expenditures   | <input type="checkbox"/> Use of Contingent Funds       |
| <input type="checkbox"/> Increase Operating Revenues   |  |
| <input type="checkbox"/> Decrease Operating Revenues   |  |

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	\$33,000 \$200,000
	Revenue	0	\$33,000- \$200,000
	Net Cost	0	0
<b>Capital Improvement Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

\*

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.<sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Airport revenue is estimated to increase \$33,000 from November 1, 2011 to December 31, 2011, and \$200,000 per calendar year beginning January 1, 2012.

Department/Prepared by: Kathy Nelson

Authorized Signature \_\_\_\_\_

Did DAS-Fiscal Staff Review?  Yes  No

Reviewed by:

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

**DATE:** November 9, 2010

**TO:** Supervisor Lee Holloway, Chairperson, County Board of Supervisors  
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT:** **CONTINGENT WORK FORCE SOLUTIONS, LLC LIQUOR PERMIT REQUEST**

**POLICY**

The application to the State of Wisconsin for a retail Class B Intoxicating Liquor Permit for Contingent Work Force Solutions, LLC at General Mitchell International Airport (GMIA) requires County Board approval.

**BACKGROUND**

Wisconsin Statutes Section 125.51(5)(b) authorizes the issuance of a Class B Intoxicating Liquor Permit to concessionaires conducting business in airports, if the county which owns the airport applies to the State for the permit by resolution of the airport governing body.

Contingent Work Force Solutions, LLC requests that the County Board adopt a resolution authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of Contingent Work Force Solutions, LLC. Contingent Work Force Solutions, LLC will be operating a bar and restaurant on Concourse C at GMIA under a sublease agreement with Host International, Inc. as an ACDBE subtenant.

**RECOMMENDATION**

Airport staff recommends that a resolution be adopted by the County Board authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of Contingent Work Force Solutions, LLC for use in conjunction with its food and beverage concession in the terminal building at GMIA.

Permit fees will be paid by Contingent Work Force Solutions, LLC.

**FISCAL NOTE**

In accordance with the Concession Agreement between Milwaukee County and Host International, Inc. the Airport will receive 16% of the gross receipts from the sale of alcoholic beverages at GMIA.

Supervisor Lee Holloway  
Supervisor Michael Mayo, Sr.  
November 9, 2010  
Page 2

Prepared by: Kathy Nelson, Airport Properties Manager

Approved by:

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Jack Takerian  
Director of Transportation and Public Works

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C. Barry Bateman, Airport Director

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(ITEM No. \_\_\_\_ ) From the Director of Transportation and Public Works, requesting that Milwaukee County authorize the proper County officials to apply to the Wisconsin Department of Revenue for issuance of a retail Class B Intoxicating Liquor Permit for use in the terminal building at General Mitchell International Airport (GMIA), with said permit to be paid by Contingent Work Force Solutions, LLC by recommending adoption of the following:

A RESOLUTION

WHEREAS, Wisconsin Statutes Section 125.51(5)(b) authorizes the issuance of a Class B Intoxicating Liquor Permit to concessionaires conducting business in airports, if the county which owns the airport applies to the State for the permit by resolution of the airport governing body; and

WHEREAS, by Contingent Work Force Solutions, LLC, requests that the County Board adopt a resolution authorizing the County Board Chairman and the County Clerk to apply to the Wisconsin Department of Revenue for a Class B Intoxicating Liquor Permit on behalf of Contingent Work Force Solutions, LLC; and

WHEREAS, Contingent Work Force Solutions, LLC will be operating a bar and restaurant on Concourse C at GMIA under a sublease agreement with Host International, Inc. as an ACDBE subtenant; and

WHEREAS, Permit fees will be paid by Contingent Work Force Solutions, LLC; and,

WHEREAS, the Transportation, Public Works and Transportation Committee at its meeting on December 1, 2010, concurred with Airport staff's recommendation (Vote \_\_\_\_ ) that a resolution be adopted by the County Board authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of by Contingent Work Force Solutions, LLC for use in the terminal building at General Mitchell International Airport; now therefore,

BE IT RESOLVED, that the Chairperson of the County Board and the County Clerk are authorized to apply to the Secretary of Revenue, State of Wisconsin, for the issuance of a Liquor Permit to by Contingent Work Force Solutions, LLC for use in the terminal building at General Mitchell International Airport, with all fees to be paid by Contingent Work Force Solutions, LLC.

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** November 9, 2010

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: CONTINGENT WORK FORCE SOLUTIONS LIQUOR PERMIT REQUEST**

**FISCAL EFFECT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact                                     | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required  | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues     |
| <input type="checkbox"/> Absorbed Within Agency's Budget   | <input type="checkbox"/> Decrease Capital Revenues     |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget   |  |
| <input type="checkbox"/> Decrease Operating Expenditures   | <input type="checkbox"/> Use of contingent funds       |
| <input type="checkbox"/> Increase Operating Revenues   |  |
| <input type="checkbox"/> Decrease Operating Revenues   |  |

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	\$101,730 (E)
	Revenue	0	\$101,730 (E)
	Net Cost	0	0
<b>Capital Improvement Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. <sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

**In accordance with the Concession agreement between Milwaukee County and Host International, Inc., the Airport will receive as rent for this location on Concourse C, the greater of the minimum annual guaranty (MAG) rent of \$339,100 or 16% of gross receipts on the sale of alcoholic beverages and 12% of gross receipts on the sale of food and non-alcoholic beverages. It is not known exactly how much the amount of alcoholic beverage sales will contribute toward the MAG or how much alcoholic beverage sales will increase the amount of rent paid under the percentage formula. The estimated figures are based on 30% of sales being attributed to alcoholic beverage sales. The estimates figures are for 12 months of 2011.**

Department/Prepared By    Kathy Nelson, Airport Properties Manager

Authorized Signature \_\_\_\_\_

Did DAS-Fiscal Staff Review?        Yes        No

Reviewed with:

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

**DATE:** November 9, 2010

**TO:** Supervisor Lee Holloway, Chairperson, County Board of Supervisors  
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT: DELTA AIRLINES, INC. LIQUOR PERMIT REQUEST**

**POLICY**

The application to the State of Wisconsin for a retail Class B Intoxicating Liquor Permit for Delta Airlines, Inc. at General Mitchell International Airport (GMIA) requires County Board approval.

**BACKGROUND**

Wisconsin Statutes Section 125.51(5)(b) authorizes the issuance of a Class B Intoxicating Liquor Permit to concessionaires conducting business in airports, if the county which owns the airport applies to the State for the permit by resolution of the airport governing body.

Northwest Airlines, Inc. formerly had a Class B Intoxicating Liquor Permit in conjunction with its Northwest World Club on Concourse E at GMIA. As a result of the merger between Northwest Airlines Inc. and Delta Airlines, Inc. the merged airline became Delta Airlines, Inc., and the club on Concourse E became Delta Sky Club. Delta Airlines, Inc. is now requesting that the County Board adopt a resolution authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of Delta Sky Club, Inc. for its airline club on Concourse E at GMIA.

**RECOMMENDATIONS**

Airport staff recommends that a resolution be adopted by the County Board authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of Delta Sky Club, Inc., for use in its airline club on Concourse E at GMIA.

Permit fees will be paid by Delta Sky Club, Inc.

**FISCAL NOTE**

There is no fiscal impact resulting from this action.

Supervisor Lee Holloway  
Supervisor Michael Mayo, Sr.  
November 9, 2010  
Page 2

Prepared by: Kathy Nelson, Airport Properties Manager

Approved by:

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Jack Takerian  
Director of Transportation & Public Works

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C. Barry Bateman, Airport Director

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(ITEM No. \_\_\_\_ ) From the Director of Transportation and Public Works, requesting that Milwaukee County authorize the proper County officials to apply to the Wisconsin Department of Revenue for issuance of a retail Class B Intoxicating Liquor Permit for use in the terminal building at General Mitchell International Airport (GMIA), with said permit to be paid by Delta Sky Club, Inc., by recommending adoption of the following:

A RESOLUTION

WHEREAS, Wisconsin Statutes Section 125.51(5)(b) authorizes the issuance of a Class B Intoxicating Liquor Permit to concessionaires conducting business in airports, if the county which owns the airport applies to the State for the permit by resolution of the airport governing body; and

WHEREAS, SSP America, Inc., requests that the County Board adopt a resolution authorizing the County Board Chairman and the County Clerk to apply to the Wisconsin Department of Revenue for a Class B Intoxicating Liquor Permit on behalf of Delta Sky Club, Inc.; and

WHEREAS, Permit fees will be paid by Delta Sky Club, Inc.; and,

WHEREAS, the Transportation, Public Works and Transportation Committee at its meeting on December 1, 2010, concurred with Airport staff's recommendation (Vote \_\_\_\_\_) that a resolution be adopted by the County Board authorizing the County Board Chairman and the County Clerk to apply to the Secretary of Revenue, State of Wisconsin, for a Class B Intoxicating Liquor Permit on behalf of Delta Sky Club, Inc., for use in the terminal building at General Mitchell International Airport; now, therefore,

BE IT RESOLVED, that the Chairperson of the County Board and the County Clerk are hereby authorized to apply to the Secretary of Revenue, State of Wisconsin, for the issuance of a Liquor Permit to Delta Sky Club, Inc., for use in the terminal building at General Mitchell International Airport, with all fees to be paid by Delta Sky Club, Inc.

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** November 9, 2010

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: DELTA AIRLINES, INC. LIQUOR PERMIT REQUEST**

**FISCAL EFFECT:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><input type="checkbox"/> Use of contingent funds |
|---|--|

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	Expenditure or Revenue Category	Current Year	Subsequent Year
<b>Operating Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

## DESCRIPTION OF FISCAL EFFECT

**In the space below, you must provide the following information. Attach additional pages if necessary.**

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. <sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

**In accordance with the airline lease agreement between Milwaukee County and the airlines, there is no expenditure or revenue to Milwaukee County associated with this action.**

Department/Prepared By    Kathy Nelson, Airport Properties Manager

Authorized Signature       \_\_\_\_\_

Did DAS-Fiscal Staff Review?        Yes        No  
Reviewed with:

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

**DATE:** November 9, 2010

**TO:** Lee Holloway, Chairperson, County Board of Supervisors  
Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT: YOUTH AND AVIATION, INC. LEASE AGREEMENT**

**POLICY**

County Board approval is required for lease agreements.

**BACKGROUND**

Since 1971 the Milwaukee County Board of Supervisors has authorized Milwaukee County to enter into agreements with Youth and Aviation, Inc., for the lease of certain lands and building space at Lawrence J. Timmerman Airport to serve as the headquarters for the Group 10 Wisconsin Wing of the Civil Air Patrol. The current agreement, Airport Agreement No. TF-1523 expires on December 31, 2010, by its own terms with no provision for renewal. The Civil Air Patrol has requested that Milwaukee County enter into a new five (5) year agreement with Youth and Aviation, Inc., effective January 1, 2011, under the similar terms and conditions contained in Airport Agreement No. TF-1523.

**RECOMMENDATIONS**

Airport staff recommends that Milwaukee County enter into an agreement with Youth and Aviation, Inc., for the lease of certain lands and buildings at Lawrence J. Timmerman Airport under terms and conditions as are contained in Airport Agreement No. TF-1523, and to include the following:

1. Youth and Aviation will lease the 50-foot x 117-foot County-owned building, 13,200 square feet of land, and approximately 820 square feet of space on the second floor of the control tower for \$1.00.
2. Youth and Aviation will be responsible for all facility maintenance and utility payments.
3. The term of the agreement shall be for five (5) years, commencing January 1, 2011, and ending December 31, 2015, with the County having the option to cancel the agreement upon thirty (30) days' advance written notice.

4. Use of the facilities is for the headquarters, training activities, storage of equipment and supplies, and such other purposes as may be related to the activities of the Wisconsin Wing of the Civil Air Patrol.
5. The agreement shall contain the current standard insurance and environmental language for protection of the County as it pertains to hangar lease agreements.

**FISCAL NOTE**

Adoption of this resolution will have no tax levy effect.

Prepared by: Steven Wright, A.A.E.  
Airport Properties Manager

Approved by:

---

Jack Takerian, Director of  
Transportation & Public Works

---

C. Barry Bateman, Airport Director

(Item ) From the Director of Transportation & Public Works requesting that Milwaukee County enter into an agreement with Youth and Aviation, Inc., for the lease of certain lands and buildings at Lawrence J. Timmerman Airport, by recommending adoption of the following:

**RESOLUTION**

WHEREAS, since 1971 the Milwaukee County Board of Supervisors has authorized Milwaukee County to enter into agreements with Youth and Aviation, Inc., for the lease of certain lands and building space at Lawrence J. Timmerman Airport to serve as the headquarters for the Group 10 Wisconsin Wing of the Civil Air Patrol; and

WHEREAS, the current agreement, Airport Agreement No. TF-1523 expires on December 31, 2010, by its own terms with no provision for renewal; and

WHEREAS, the Civil Air Patrol has requested that Milwaukee County enter into a new five (5) year agreement with Youth and Aviation, Inc., effective January 1, 2011, under the similar terms and conditions contained in Airport Agreement No. TF-1523;

WHEREAS, in order for Milwaukee County to enter into a lease agreement with Youth And Aviation, Inc., Airport staff recommends that:

1. Youth and Aviation will lease the 50-foot x 117-foot County-owned building, 13,200 square feet of land, and approximately 820 square feet of space on the second floor of the control tower for \$1.00; and
2. Youth and Aviation will be responsible for all facility maintenance and utility payments; and
3. The term of the agreement shall be for five (5) years, commencing January 1, 2011, and ending December 31, 2015, with the County having the option to cancel the agreement upon thirty (30) days' advance written notice; and
4. Use of the facilities is for the headquarters, training activities, storage of equipment and supplies, and such other purposes as may be related to the activities of the Wisconsin Wing of the Civil Air Patrol; and
5. The agreement shall contain the current standard insurance and environmental language for protection of the County as it pertains to hangar lease agreements; and

WHEREAS, the Transportation, Public Works and Transportation Committee at

47 its meeting on December 1, 2010, concurred with Airport staff's recommendation (Vote  
48 \_\_\_\_\_) that Milwaukee County enter into an agreement with Youth and Aviation, Inc.,  
49 for the lease of certain lands and buildings at Lawrence J. Timmerman Airport; now,  
50 therefore,

51  
52 BE IT RESOLVED, that the Director of Transportation and Public Works and the  
53 Airport Director are hereby authorized to enter into a lease agreement with Youth and  
54 Aviation, Inc., for the lease of certain lands and building space at Lawrence J.  
55 Timmerman Airport that will serve as the headquarters for the Group 10 Wisconsin  
56 Wing of the Civil Air Patrol.

57  
58 H:\Private\Clerk Typist\Aa01\TPW&T 10\Resolution - Youth and Aviation.doc  
59

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** November 9, 2010

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Youth and Aviation, Inc. Lease Agreement

**FISCAL EFFECT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact                                     | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required  | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues     |
| <input type="checkbox"/> Absorbed Within Agency's Budget   | <input type="checkbox"/> Decrease Capital Revenues     |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget   |  |
| <input type="checkbox"/> Decrease Operating Expenditures   | <input type="checkbox"/> Use of Contingent Funds       |
| <input type="checkbox"/> Increase Operating Revenues   |  |
| <input type="checkbox"/> Decrease Operating Revenues   |  |

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. <sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

**Adoption of this resolution will have no tax levy effect.**

Department/Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Authorized Signature \_\_\_\_\_

Did DAS-Fiscal Staff Review?        Yes        No  
Reviewed by:

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**DATE:** November 15, 2010

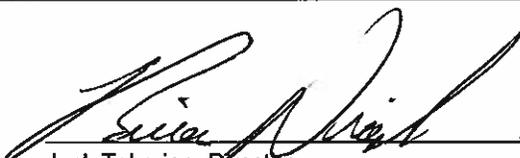
**TO:** Supervisor Michael Mayo, Chairman - Transportation, Public Works & Transit Committee

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT:** Summary of Fund Transfers for Consideration at the Finance and Audit Committee  
November 2010 - **Informational Report**

The following is a summary of the Appropriation Fund Transfers the Department of Transportation and Public Works has submitted as of this date for consideration at the October 28, 2010 meeting of the Finance and Audit Committee.

Description	Amount
<b><u>A &amp; E</u></b>	
1. Transfer to replace deteriorated pavements for the Marcus Center Performing Arts West Plaza and to rehabilitate the entire site surrounding the Marcus Center.	<b>\$113,844</b>
2. Fund transfer to complete necessary HVAC, replacements, retrofits, and system upgrades for Museum Air Handling & Piping project.	<b>\$265,000</b>
3. Fund transfer to create capital project Oak Leaf Trail Downtown Connector Phase 4 Acquisition; the proposed trail will be a continuation of the existing paved bike trail that begins at the lakefront and currently ends in Estabrook Park.	<b>\$3,060,000</b>
4. Fund Transfer to modify the scope and increase the expenditure authority for the Hoyt Pool Project.	<b>\$52,700</b>
<b><u>Airport</u></b>	
1. Fund transfer to reconstruct a segment of Taxiway B at General Mitchell International Airport due to major degradation of the asphalt material due to the two flood events of 2010.	<b>\$2, 140,000</b>

  
 Jack Takerian, Director  
 Department of Transportation and Public Works

JT:mmb  
cc: Supervisor Lee Holloway, County Board Chairperson

**COUNTY OF MILWAUKEE  
INTER-OFFICE COMMUNICATION**

**DATE:** November 5, 2010

**TO:** Supervisor Lee Holloway, Chairperson, County Board of Supervisors  
Supervisor Michael Mayo, County Board of Supervisors

**FROM:** Jack Takerian, Director of Transportation and Public Works

**SUBJECT: WE Energies 2010 Renewable Energy Incentives**

POLICY

The DTPW Director is requesting authorization to have the Department of Transportation and Public Works—Architects, Engineers and Environmental Services Division apply for and accept WE Energies Renewable Energy Incentives for five projects initiated in fiscal year 2010.

BACKGROUND

Milwaukee County owns and maintains various facilities that due to their location, educational opportunities and/or energy usage have been deemed appropriate for the installation and use of alternative energy systems. These include the Juneau Park Comfort Station (photovoltaic power generation), the Milwaukee County Zoo Admissions Booths (photovoltaic power generation), Washington Park Senior Center (solar thermal energy), Wilson Park Senior Center (photovoltaic power generation) and Washington Park Community Center (photovoltaic power generation and solar thermal energy).

Milwaukee County's Green Print Initiative requires Department heads to seek all grants in compliance with Milwaukee County Ordinance Chapter 59.06, that focus on energy efficiency and renewable energy. Milwaukee County's Green Print Initiative further encourages staff to participate in educational efforts that support green initiatives such as renewable energy.

WE Energies administers an incentive program that offers incentives to local governments, non-profits and schools to install renewable energy generating facilities. The proposed activities should be eligible for incentives through this program. Milwaukee County will be requesting the following incentives:

<u>Facility</u>	<u>Estimated Incentives</u>
Juneau Park Comfort Station	\$10,678
Zoo Admissions Booths	\$9,000
Washington Park Senior Center	\$3,000
Wilson Park Senior Center	\$3,000
<u>Washington Park Community Center</u>	<u>\$10,000</u>
<b>Total</b>	<b>\$35,678</b>

The actual incentive amounts provided by WE Energies are based on final project costs and the amount of incentives provided by Focus on Energy. Projects are fully funded through either the 2010 Capital Improvement Program or through an American Recovery and Reinvestment Act (ARRA) grant. The WE Energies incentive offsets the installation costs of these systems. Incentives will be awarded in the 2010 fiscal year.

#### RECOMMENDATION

To advance the principals and the requirements of the Green Print Initiative it is recommended that the DTPW Director be authorized to have the Department of Transportation and Public Works—Architects, Engineers and Environmental Services Division apply for and accept the WE Energies Renewable Energy Incentives for fiscal year 2010.

Prepared by: Timothy Detzer, P.E., Environmental Engineer

Approved by:

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Jack Takerian, Director  
Transportation & Public Works

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Greg High, Director  
DTPW-AE&ES

cc: County Executive Scott Walker  
Tom Nardelli, Chief of Staff, County Executive's Office  
Supervisor Gerry Broderick, Parks, Energy & Environment Committee  
Chairman

1 From the Director of Transportation and Public Works requesting authority to  
2 apply for and accept WE Energies Renewable Energy Incentives, by  
3 recommending adoption of the following:  
4

5  
6 **A RESOLUTION**  
7

8 WHEREAS, Milwaukee County owns and operates several facilities that  
9 due to their location, educational opportunities and/or energy usage have been  
10 deemed appropriate for the installation and use of alternative energy facilities;  
11 and  
12

13 WHEREAS, Milwaukee County is currently contracting or will be  
14 contracting to install alternative energy facilities at these sites; and  
15

16 WHEREAS, the Milwaukee County Green print Initiative requires  
17 Department Heads to seek out grants that focus on renewable energy and  
18 requires staff to participate in educational efforts supporting green initiatives; and  
19

20 WHEREAS, We Energies has made funds available to local units of  
21 government, non-profits and schools to offset the costs of renewable energy  
22 systems; and  
23

24 WHEREAS, the proposed activities should be eligible for the incentives;  
25 and  
26

27 WHEREAS, and the projects are fully funded through either the 2010  
28 Capital Improvement Program or through an American Recovery and  
29 Reinvestment Act (ARRA) grant; and  
30

31 WHEREAS, the funds will be awarded in fiscal year 2010; now therefore  
32

33 BE IT RESOLVED, that the County Board of Supervisors does hereby  
34 authorize the DTPW Director to have the Department of Transportation and  
35 Public Works—Architects, Engineers and Environmental Services Division apply  
36 for and accept WE Energies Renewable Energy Incentives for fiscal year 2010  
37 and 2011.  
38

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** 11/5/10

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** WE Energies 2010 Renewable Energy Incentives

**FISCAL EFFECT:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><input type="checkbox"/> Use of contingent funds |
|---|--|

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	Expenditure or Revenue Category	Current Year	Subsequent Year
<b>Operating Budget</b>	Expenditure	NA	NA
	Revenue	NA	NA
	Net Cost	0	0
<b>Capital Improvement Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.<sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The DTPW Director is requesting authorization to have the DTPW A&E&ES Division apply for and accept WE Energies Renewable Energy Incentives to offset the cost of renewable energy systems. The total incentives of approximately \$35,600 will offset the cost of installing renewable energy systems at five project sites.

B. No net increase or decrease to the current year's budget. The incentives would be used to offset the costs of installing renewable energy systems for five projects initiated in 2010. The receipt of incentives was accounted for in cost budgeting.

C. This action will not affect the current budget year.

D. The amount of incentives are based on up to half the estimated project costs less any rebates from the Focus On Energy Program. An application will be filled out, and if approved, WE ENERGIES will determine the exact incentive amount.

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<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By DTPW-Environmental Services, Tim Detzer

Approved by:

\_\_\_\_\_  
Jack Takerian, Director  
Transportation & Public Works

\_\_\_\_\_  
Greg High, Director  
DTPW-AE&ES

Did DAS-Fiscal Staff Review?

Yes

No

Reviewed With:

Date: November 16, 2010

To: Chairman Michael Mayo, Sr., Transportation, Public Works & Transit Committee

From: Jack H. Takerian, Director, Department of Transportation and Public Works

Subject: **Details of the Recommended Repair for O'Donnell Park Parking Structure Improvements (Informational Only)**

**Issue**

The 2011 Adopted Capital included O'Donnell Park Improvements with an appropriation of \$6,557,830. During the 2011 budget deliberations the County Board requested a detailed plan for these improvements. The Department of Transportation and Public Works (DTPW) on behalf of the Department of Parks has worked with our consultant INSPEC to provide this report highlighting the details of the recommended scope of work for the O'Donnell Park Parking Structure improvements.

**Background**

In September of 2010 DTPW submitted an informational report regarding the O'Donnell Park Parking Structure Repair Options to the Transportation and Public Works Committee. The report was prepared by DTPW staff with assistance from the engineering consultant INSPEC hired to assess whether there were additional safety concerns with the façade, develop a plan to properly determine the nature and cause of the precast panel support failure and identify a repair strategy for the damaged section and a preventative strategy to insure no additional failures of this type occur. INSPEC developed an option to include the removal of the precast panels on the parking structure, with the exposed cast-in-place concrete parapet needing some repairs and some form of aesthetic treatment. Staining is the option that is desired. The precast panels at the stairwells and pavilion structure would remain in place since they are attached to the structure differently.

The current building is tied to the Downtown Transit Center building across the street and there are significant amounts of cast-in-place concrete that all need to work together visually. The budget provided for the south side of the structure to use an Exterior Insulation and Finishing System (EIFS) which is a type of building exterior wall cladding system that provides exterior walls with an insulated finished surface and waterproofing in an integrated composite material system. The existing railings will need to be revised to meet current code requirements and would be replaced under this option. Additionally repairs to the spalling and cracking of parapet walls will be needed.

Several areas within the complex are in need of maintenance repairs. A list of repairs was developed recently and is included within this cost. These repairs include monitoring, injection and sealant of existing cracks, repair of storm drainage system, expansion joint repair, handrail repair, concrete spall repair, caulking and sealant and replacement of disturbed landscaping and pavement. Additionally, the project anticipates certain general maintenance costs for continued operation of the parking structure. A large part of this cost is re-sealing of the parking deck since this would be required within the next several years and should be included in the overall repairs since the facility while the structure is closed. The concrete wearing surface and the post-tensioned slab should be sealed to keep water from penetrating. This may be an elastomeric coating or membrane that resists wear from traffic. These added maintenance costs are also added to the overall cost of this project.

Potential Cost: \$6,557,830

# O'Donnell Park Parking Structure Improvements – Details of the Recommended Repair Option

## Informational Report

November 12, 2010

Page 2 of 3

Item	Unit	Price	Total
Remove railing	4,885	\$35.00	\$170,975.00
Remove panels	20,182	\$55.00	\$1,110,010.00
Dispose of railing	1	\$7,500.00	\$7,500.00
New, modified railing	4,885	\$80.00	\$390,800.00
Install rails	4,885	\$35.00	\$170,975.00
Paint rails	4,885	\$20.00	\$97,700.00
Cartage and disposal of panels	1	\$30,000.00	\$30,000.00
Repair parapet allowance	1,500	\$150.00	\$225,000.00
Add EIFS cladding	20,182	\$15.00	\$302,730.00
Flash EIFS	20,182	\$2.00	\$40,364.00
Frame & sheath for EIFS	17,956	\$10.00	\$179,560.00
Precast coping at rail	4,885	\$30.00	\$146,550.00
General conditions	1	\$624,433.00	\$624,433.00
Shoring	1	\$50,000.00	\$50,000.00
Engineering*	1	\$806,000.00	\$806,000.00
Tie-in to adjacent surfaces	1	\$50,000.00	\$50,000.00
Traffic control	1	\$50,000.00	\$50,000.00
Contingency	1	\$161,461.00	\$161,461.00

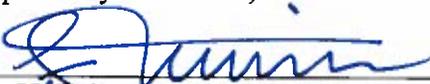
Project Management, Planning, Design and Construction Management (15 %)	\$806,000.00
Total to remove precast panels	\$3,808,058.00
Additional Repair Costs	\$323,772.00
Additional Maintenance Costs	\$1,620,000.00
<b>TOTAL</b>	<b>\$6,557,830</b>

\* Item included in project management, planning, design and construction management

### Recommendation

This report is for informational purposes only. In order to complete the repairs and have the parking structure open by July 2011 with the required occupancy permits from the City of Milwaukee, the concurrence of the County Board is respectfully requested as soon as possible.

Respectfully submitted,

  
\_\_\_\_\_  
Jack H. Takarian, Director  
Department of Transportation and Public Works

**O'Donnell Park Parking Structure Improvements – Details of the Recommended Repair Option  
Informational Report**

November 12, 2010

Page 3 of 3

Attachments: 1. DAS Cost Benefit Analysis  
2. Letter from INSPEC on Useful Life After Implementation

cc: Scott Walker, County Executive  
Chairman Lee Holloway, County Board of Supervisors  
Supervisor John Weishan, Vice-Chair Transportation, Public Works & Transit Committee  
Tom Nardelli, Chief of Staff, County Executive's Office  
Terry Cooley, Chief of Staff, County Board of Supervisors  
Cynthia Archer, Director, Department of Administration  
Jerry Heer, Director, Department of Audit  
Sue Black, Director, Department of Parks  
Steve Kreklow, Fiscal & Budget Administrator, Admin. & Fiscal Affairs Division/DAS  
Greg High, Director, AE&ES Division, DTPW  
Timothy Schoewe, Interim Corporation Counsel  
John Schapekahn, Principal Assistant Corporation Counsel  
Jason Gates, Director, Risk Management  
Steve Cady, Fiscal & Budget Analyst, County Board  
Brian Dranzik, Director, Administration Division, DTPW  
Jodi Mapp, TPW/T Committee Clerk  
Martin Weddle, Research Analyst, County Board  
Pam Bryant, Capital Finance Manager, Administration & Fiscal Affairs Division, DAS



November 12, 2010

Smart engineering of  
roofs, walls, pavements  
and waterproofing

Mr. Jack Takerian  
Director, Department of Transportation & Public Works  
Milwaukee County  
2711 West Wells Street  
City Campus Building, Suite 300  
Milwaukee, WI 53208

Re: O'Donnell Park Restoration Option #1

Dear Mr. Takerian:

On August 30, 2010, we submitted a report with various potential rehabilitation options for the façade of the O'Donnell Park facility. It is our belief that if the work scope outlined in Option #1 is undertaken, the facility should continue to perform for another 20 – 25 years with normal maintenance and repairs.

If you have any questions or require additional information, please feel free to contact our office.

Sincerely,

INSPEC

Pete Nottleson  
Executive Vice President

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