COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: August 16, 2012

TO: Frank Busalacchi, Director, Department of Transportation

FROM: Lloyd Grant, Jr., MCTS Managing Director

SUBJECT: Narrative on MCTS Fare Tariff Design

Narrative

This report describes the various types of fares that will be available with the new automated fare collection system. MTS seeks approval to authorize the fare collection system contractor to proceed with programming (software development) necessary for the automated farebox to operate using the MCTS fare structure.

Lloyd

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: August 16, 2012

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: MCTS Fare Tariff Design

POLICY

Policy matters related to the establishment of the fare tariff for the transit system are subject to Milwaukee County approval.

BACKGROUND

Planning is well underway on the design phase of the automated fare collection system for the Milwaukee County Transit System (MCTS). The system supports the use of contactless smart cards for passes and tickets and the validation of cash fares. A smart card is a pocket-size plastic card that contains an embedded memory chip or microp ocessor that stores data on financial transactions. The smart card will replace paper fare forms currently used by the transit system including paper tickets, paper passes and paper transfer slips.

Transit bus operators and riders will benefit from smart card technology because the card can be used like a debit card and only requires the rider to be in proximity of the farebox which will automatically read the card and deduct the proper pre-paid fare. Implementation of the automated fare collection system will enable MCTS to market and offer different fare products and improve customer convenience.

In order for the contractor, Scheidt & Bachmann, to develop the software to operate the farebox with MCTS' fare structure, it is necessary to provide the contractor with the fare tariff that will be used in conjunction with contactless smart cards. The framework outlined below describes that various types of fare forms MCTS expects to offer to transit riders upon full implementation and installation of the automated fare collection system. In addition, existing special fare programs will be continued and the automated system will allow MCTS the flexibility to customize other fare forms as needed.

	Tariff Business Rules
Smart Card	Rechargeable stored value card for adding cash and showing card balance. Value (cash) may be added to the card at sales outlets and through the MCTS Web Portal. Fee for card to be established. Customers may establish an account with MCTS to register their card.
Fare Types	
Cash	Cash accepted at the farebox.
Single Trip Ride	Value deduction fare product. Cash can be put on (pre-loaded) a smart card for discounted one-way single trips. The farebox reads the card at the start of the trip, the fare is automatically deducted and a time-limited electronic transfer is automatically loaded onto the card.
All Day Pass	New product for smart card users. Unlimited rides for one day. Expires at the end of service on the first day of use.
7 Day Pass	Replaces weekly paper pass. Unlimited rides for 7 consecutive days beginning first-time used. Card is read by the farebox at the start of the trip for validation of fare.
31 Day Pass	Replaces paper calendar (monthly) pass. Unlimited rides, valid for 31 consecutive days beginning first-time used.
Paper Transfers	Value deduction smart card replaces paper transfer slips. Electronic transfers are only available with use of a smart card and are automatically loaded on the card by the farebox. Cash carrying customers will continue to have access to paper slips for a limited time during the transition period to the automated fare collection system.
Paper Tickets	Value deduction smart card replaces paper tickets. Riders may load pre-paid discounted single trips on a smart card. Time-limited electronic transfer is automatically loaded onto card upon boarding with valid card.

RECOMMENDATION

On the basis of the fare tariff framework presented above, it is recommended that the fare collection system contractor proceed with all planning, design and system development work necessary to meet these minimum fare tariff functionality requirements for the automated fare collection system. Functionality will include continuation of existing special fare programs including the University Pass (U-Pass) Program, Commuter Value Program, New Freedom Pass Program, Student Pass Program and Reduced Fare Program.

FISCAL NOTE

There is no fiscal impact on transit operating costs.

Prepared by: Lloyd Grant, Jr., Managing Director, MCTS

Approved by:

Frank Busalacchi

Frank Busalacchi
Director, Department of Transportation

Attachment (1)

cc: Chris Abele, Milwaukee County Executive
Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Amber Moreen, Chief of Staff, Milwaukee County Executive Office
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive Office
Pat Farley, Director, Department of Administrative Services
Craig Kammholz, Fiscal and Budget Administrator, Department of Administrative Services
James Martin, Fiscal and Budget Analyst, Department of Administrative Services
Brian Dranzik, Director of Administration, Department of Transportation

File No.
Journal

(Item) From the Director of the Department of Transportation, recommending that the Milwaukee County Transit System (MCTS) provide Scheidt & Bachmann, the fare collection system contractor, with the fare tariff that will be used in conjunction with contactless smart cards as recommended by MCTS.

RESOLUTION

WHEREAS, planning is well underway on the design phase of the automated fare collection system for MCTS; and

WHEREAS, in order for the fare collection system contractor, Scheidt & Bachmann, to develop the software to operate the farebox with MCTS' fare structure, it is necessary to provide the contractor with the fare tariff that will be used in conjunction with contactless smart cards; and

WHEREAS, various types of fare forms MCTS expects to offer to transit riders upon full implementation and installation of the automated fare collection system include: Cash, Single Trip Ride, All Day Pass, 7 Day Pass, 31 Day Pass; and

WHEREAS, functionality will include continuation of existing special fare programs including the University Pass (U-Pass) Program, Commuter Value Program, New Freedom Pass Program, Student Pass Program and Reduced Fare Program; and

WHEREAS, existing special fare programs will be continued and the automated system will allow MCTS the flexibility to customize other fare forms as needed; now, therefore

BE IT RESOLVED, that on the basis of the fare tariff framework presented, it is recommended that the fare collection system contractor proceed with all planning, design and system development work necessary to meet these minimum fare tariff functionality requirements for the automated fare collection system.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 8/16/2012

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: MCTS Fare Tariff Design

FISCAL EFFECT:

☒ No Direct County Fiscal Impact

☐ Existing Staff Time Required

☐ Increase Operating Expenditures
(If checked, check one of two boxes below)

☐ Absorbed Within Agency's Budget

☐ Not Absorbed Within Agency's Budget

☐ Decrease Operating Expenditures

☐ Increase Operating Revenues

☐ Decrease Operating Revenues

☐ Increase Capital Expenditures

☐ Decrease Capital Expenditures

☐ Increase Capital Revenues

☐ Decrease Capital Revenues

☐ 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
Operating Budget	Expenditure		
	Revenue		
	Net Cost		
Capital Improvement Budget	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. [1] 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. Planning is well underway on the design phase of the automated fare collection system for the Milwaukee County Transit System (MCTS). In order for the contractor, Scheidt & Bachmann, to develop the software to operate the farebox with MCTS' fare structure, it is necessary to provide the contractor with the fare tariff that will be used in conjunction with contactless smart cards.

On the basis of the fare tariff framework presented in the report prepared for the Transportation, Public Works and Transit Committee, it is recommended that the fare collection system contractor proceed with all planning, design and system development work necessary to meet these minimum fare tariff functionality requirements for the automated fare collection system. Functionality will include continuation of existing special fare programs including the University Pass (U-Pass) Program, Commuter Value Program, New Freedom Pass Program, Student Pass Program and Reduced Fare Program.

B. There is no fiscal impact on transit operating costs.

C. There is no fiscal impact on transit operating costs.

[1] 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.

D. Assumptions regarding this proposed change are standard transit planning evaluations.

Department/Prepared By Lloyd Grant, Jr., Managing Director, MCTS

Authorized Signature _____

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

Reviewed With:

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: September 14, 2012

TO: Marina Dimitrijevic, Chairwoman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit Committee

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **DELTA AIRLINES' MOVE TO D CONCOURSE**

POLICY

Approval to authorize a payment of $300,000 to Delta to help mitigate the costs and to incentivize the move of Delta Airlines from Concourse E to Concourse D.

BACKGROUND

With the de-hubbing of Frontier airlines, Frontier has reduced their operations from a peak of eighty-seven (87) to seven (7) flights per day. As a result, most of their 21 gates are not being used. The only other airline on Concourse D is Southwest. Southwest has purchased AirTran and will be moving to AirTran's gates on Concourse C in late 2012. As required by the airport/airline lease agreement, Frontier is continuing to lease and pay for their gates and operations space.

Delta Airlines has advised us that they wish to relocate from Concourse E to Concourse D. Delta wishes to move because of the newer and larger gates, larger capacity TSA checkpoint, the larger Club room, and the gate expansion potential.

Because Frontier and Delta are obliged to continue to lease their gates in accordance with the terms and conditions of the airport/airline lease agreement, Delta and Frontier will essentially be exchanging their gates and operations space to maintain their lease obligations.

The Airport will also benefit from this move, as Delta's customers will be able to access more concession offerings than is available on Concourse E, and our customers will be using the larger, newer concourse.

Delta and Frontier have been negotiating this transaction for several months. Delta has approached the Airport for financial participation on the move. Delta's total cost of the move to D will exceed $600,000. Airport Staff and Delta have come to an agreement that the Airport will incentivize this move with a $300,000 financial participation.

The Airport's and Delta's customers will be served better by this move for various reasons, including:

- A greater variety of concessions: Concourse D includes Host facilities of Usinger Deli, Johnny Rockets, and Legends Bar & Grill; SSP facilities include Nonna's and Alterra Coffee. The Airport's share of increased revenue generated at these facilities is estimated to be $220,000 per year in the first year of operation.
- The larger TSA checkpoint – 6 lanes vs. 4 lanes.
- The larger airline club room.
- The newer concourse facility.

The changes to the airline leases can be handled administratively. Staff will need to negotiate with Paradies and Host as to their investments on E Concourse and their minimum annual guarantees. Any amendments to the concession leases will require County Executive and Board review and approval.

RECOMMENDATION

Airport Staff recommends approval of a payment of $300,000 to Delta Airlines for financial participation in the move of Delta Airlines from Concourse E to Concourse D.

FISCAL NOTE

Funding is available in the Airport Development Fund Account, an airport reserve fund for projects not charged back to the airlines.

Prepared by: Barry Bateman, Airport Director

Approved by:

Frank Busalacchi, Director Department of Transportation	C. Barry Bateman Airport Director

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File No.
Journal

(Item) From the Airport Director, requesting approval to authorize a payment of $300,000 to Delta Airlines to help mitigate the costs and to incentivize the Delta move from Concourse E to Concourse D at General Mitchell International Airport.

RESOLUTION

WHEREAS, with the de-hubbing of Frontier Airlines, Frontier has reduced their operations from a peak of eighty seven (87) to seven (7) flights per day; and

WHEREAS, as required by the airport/airline lease agreement, Frontier is continuing to lease and pay for their gates and operations space; and

WHEREAS, Delta Airlines has advised GMIA that they wish to relocate from Concourse E to Concourse D; and

WHEREAS, because Frontier and Delta are obliged to continue to lease their gates in accordance with the terms and conditions of the airport/airline lease agreement, Delta and Frontier will essentially be exchanging their gates and operations space to maintain their lease obligations.; and

WHEREAS, Delta has approached the Airport for financial participation on the move; and

WHEREAS, Airport Staff and Delta have come to an agreement that the Airport will incentivize this move with a $300,000 financial participation; and

WHEREAS, Airport Staff recommends approval of a $300,000 financial participation in the move of Delta from E to D; now, therefore,

BE IT RESOLVED that the Airport Director is hereby authorized to approve a payment of $300,000 to Delta Airlines for financial participation in the move of Delta from Concourse E to Concourse D.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: September 14, 2012

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: DELTA AIRLINES' MOVE TO D CONCOURSE

FISCAL EFFECT:

☒ No Direct County Fiscal Impact

☐ Existing Staff Time Required

☐ Increase Operating Expenditures
(If checked, check one of two boxes below)

☒ Absorbed Within Agency's Budget

☐ Not Absorbed Within Agency's Budget

☐ Decrease Operating Expenditures

☐ Increase Operating Revenues

☐ Decrease Operating Revenues

☐ Increase Capital Expenditures

☐ Decrease Capital Expenditures

☐ Increase Capital Revenues

☐ Decrease Capital Revenues

☐ 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
Operating Budget	Expenditure	300,000	0
	Revenue	300,000	0
	Net Cost	0	0
Capital Improvement Budget	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. [1] 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.

Funding is available in the Airport Development Fund Account.

Department/Prepared by: Barry Bateman, Airport Director

Authorized Signature _____

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

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[1] 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: September 14, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairperson, TPW&T Committee

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **EXTENSION TO HYDRANT FUEL SYSTEM USE AND LEASE AGREEMENTS AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

County Board approval is required to extend certain agreements at General Mitchell International Airport (GMIA).

BACKGROUND

In May 1985, Milwaukee County entered into agreements with the signatory airlines for the lease of the hydrant fuel system at General Mitchell International Airport. The agreement explained the financing arrangements of the Hydrant Fuel System, established fees and charges, and executed a management structure with a third-party hydrant fuel system operator. Rates and charges were developed to recover annual operating expenses and the costs of Milwaukee County financing. Total costs were allocated based upon the number of hydrant pits an airline used (30%), the number of gates an airline leased (20%), and actual gallons of fuel used by airline (50%). The agreement was for a period of twenty-five (25) years beginning on December 1, 1986 and ending on November 30, 2011. The hydrant fuel system is a system of pumps, pipes, storage tanks, and gate hydrants that supply fuel from the Shell pipeline to the airline ramps. Hydrants are located at each gate area.

In order to allow time for successful negotiations with the signatory airlines upon agreement expiration, the Airport Director approved a one year extension for the existing hydrant fuel system lease agreements per Milwaukee County Code of General Ordinances, Paragraph 4.31 (7). Subsequently, extensions were submitted to the signatory airlines extending the term to November 30, 2012.

Airport staff and the signatory airlines have been in negotiations with the airlines, but have not finalized the terms and conditions for a new hydrant fuel system

lease. It is anticipated that negotiations will extend past November 30, 2012. Therefore, the existing hydrant fuel system leases will need to be extended beyond December 1, 2012. Staff anticipates completing negotiations with the airlines by June 30, 2013.

RECOMMENDATION

Airport staff recommends that Milwaukee County amend the hydrant fuel system lease agreements with the signatory airlines to extend the term on a month-to-month basis, expiring upon the execution of a new hydrant fuel system lease agreement at General Mitchell International Airport.

FISCAL NOTE

The rates and charges developed under the current agreement that recover actual expenses and costs of Milwaukee County financing will continue until the new agreement takes effect.

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

Approved by:

Frank Busalacchi, Director Department of Transportation	C. Barry Bateman Airport Director

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File No. _____
Journal _____

(Item) From the Director, Department of Transportation, requesting authorization to extend the hydrant fuel system lease agreements with the signatory airlines by recommending adoption of the following:

RESOLUTION

WHEREAS, Milwaukee County entered into agreements with the signatory airlines for the lease of the hydrant fuel system at General Mitchell International Airport; and

WHEREAS, the agreement was for a period of twenty-five (25) years beginning on December 1, 1986 and ending on November 30, 2011; and

WHEREAS, the hydrant fuel system is a system of pumps, pipes, storage tanks, and gate hydrants that supply fuel from the Shell pipeline to the airline ramps, and

WHEREAS, the agreement explained the financing arrangements of the Hydrant Fuel System, established fees and charges, and executed a management structure with a third-party hydrant fuel system operator, and

WHERAS, rates and charges were developed to recover annual operating expenses and the costs of Milwaukee County financing, and

WHEREAS, total costs were allocated based upon the number of hydrant pits an airline used (30%), the number of gates an airline leased (20%), and actual gallons of fuel used by airline (50%); and

WHEREAS, in order to allow time for successful negotiations with the signatory airlines upon agreement expiration, the Airport Director approved one extension of one year for the existing hydrant fuel system lease agreements per Milwaukee County Code of General Ordinances, Paragraph 4.31 (7); and

WHEREAS, extensions were submitted to the signatory airlines extending the term to November 30, 2012; and

WHEREAS, Airport staff and the signatory airlines have been in negotiations and have yet to determine the terms for a new hydrant fuel system lease; and

WHEREAS, it is anticipated that negotiations will extend past November 30, 2012; and

WHEREAS, the existing lease will need to be extended beyond December 1, 2012; and

WHEREAS, Airport staff recommends that Milwaukee County amend the hydrant fuel system lease agreements with the signatory airlines to extend the term on a month-to-month basis expiring upon the execution of a new hydrant fuel system lease agreement at General Mitchell International Airport; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on October 17, 2012 , recommended approval (vote___-___) to amend the hydrant fuel system lease agreements with the signatory airlines to extend the term on a month-to-month basis expiring upon the execution of a new hydrant fuel system lease agreement; now, therefore,

BE IT RESOLVED, that the Director of Transportation and the County Clerk are hereby authorized to amend the hydrant fuel system lease agreements with the signatory airlines to extend the term on a month-to-month basis expiring upon the execution of a new hydrant fuel system lease agreement.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: September 14, 2012

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: **EXTENSION TO HYDRANT FUEL SYSTEM USE AND LEASE AGREEMENTS AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

FISCAL EFFECT:

☒ No Direct County Fiscal Impact

☐ Existing Staff Time Required

☐ Increase Operating Expenditures
(If checked, check one of two boxes below)

☐ Absorbed Within Agency's Budget

☐ Not Absorbed Within Agency's Budget

☐ Decrease Operating Expenditures

☐ Increase Operating Revenues

☐ Decrease Operating Revenues

☐ Increase Capital Expenditures

☐ Decrease Capital Expenditures

☐ Increase Capital Revenues

☐ Decrease Capital Revenues

☐ 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
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	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. [1] 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.

The rates and charges developed under the current agreement that recover actual expenses and costs of Milwaukee County financing will continue until the new agreement takes effect.

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

Authorized Signature _____

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

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[1] 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: September 14, 2012

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: PROFESSIONAL SERVICE CONTRACT BETWEEN MILWAUKEE COUNTY AND AECOM USA, INC.

POLICY

Entering into Professional Service Contracts (operating) requires County Board approval.

BACKGROUND

Implementation of the General Mitchell International Airport (GMIA) Geographic Information System (GIS) Master Plan recommendations (2008) required hiring a consultant to manage and implement the Enterprise GIS program. This program has provided immediate benefits to airport staff by providing access to the Spatial and attributes data used in managing GMIA. In Phase 1 of this program, a web-based mapping application (eGIS) was developed, which integrates with other GMIA applications including the GCR property management software. In Phase 2, GMIA deployed the Azteca Cityworks work order management software program, continued customization of the eGIS, and developed supporting data.

The third (current) phase of the implementation saw the update of GMIAs Enterprise system software and operational enhancements to the Cityworks application. Under the current phase of the program, a 'Spatial Technology Roadmap' which provides both GIS and IT guidance over the next 3-5 years has been developed. GMIA is also implementing the Crystal Reports Enterprise server as a Cityworks reporting enhancement while continuing to enhance the eGIS and Cityworks applications.

In June 2012, GMIA issued a Request for Qualifications for a consultant to assist in the continued enhancement of the Enterprise GIS. This request resulted in responses from four national firms. A selection committee composed of the GMIA senior staff including representation from Operations, Properties, Noise, Engineering, and Administration, rated these firms and unanimously chose AECOM with the highest ratings.

AECOM is a leading global provider of technical and support services to airport owners, investors and aviation clients. AECOM specialists offer a broad range of expertise to meet each client's individual needs, including but not limited to:

- Aviation system planning
- Airport master development plans
- Airfield/Airspace operations planning and design
- Pavement evaluation, rehabilitation and management
- Airport IT systems and security
- Aircraft noise and air quality impact analysis
- Environmental impact assessment

The AECOM consultant team will include a Milwaukee County CDBP office certified minority owned firm, Urban GIS, Inc. Urban GIS, Inc. is a consulting firm specializing in enterprise GIS systems, managing geospatial assets, data collection and programming support. AECOM has committed to a 10% DBE participation for this contract.

RECOMMENDATION

Airport staff recommends retaining AECOM USA, Inc. for continuing the work of implementing and integrating the airport's Enterprise Geographic Information System (phase 3-current) and awarding AECOM INC. a new five year professional services contract in the amount of not-to-exceed $1,400,000 for the five year period November 1, 2012 – October 31, 2017.

FISCAL NOTE

The GMIA Enterprise GIS Implementation professional services contract with AECOM USA Inc. is for an amount not-to-exceed $1,400,000 for the five year period November 1, 2012 – October 31, 2017. The contract will be funded through the GMIA Operational budget over the next 5 years. The 2012 adopted budget (account 8557) includes $215,000 for this contract. Future year's budgets will include sufficient funds to cover this contract.

Prepared by: Timothy Pearson, GISP, GIS Specialist

Approved by:

Frank Busalacchi, Director Department of Transportation	C. Barry Bateman Airport Director

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File No.
Journal

(Item) From the Director, Department of Transportation, requesting that Milwaukee County approve a Professional Service Contract with AECOM USA, Inc. to enhance the Enterprise GIS program at General Mitchell International Airport (GMIA) by recommending adoption of the following:

RESOLUTION

WHEREAS, implementation of the General Mitchell International Airport (GMIA) Geographic Information System (GIS) Master Plan recommendations required hiring a consultant to manage and implement the Enterprise GIS program; and

WHEREAS, this program has provided immediate benefits to airport staff by providing access to data describing GMIA; and

WHEREAS, In Phase 1 of this program, a web based mapping application (eGIS) was developed, which integrates with other GMIA applications including the GCR property management software; and

WHEREAS, In Phase 2, GMIA deployed the Azteca Cityworks work order management software program, continued customization of the eGIS, and developed supporting data; and

WHEREAS, the third phase of the implementation saw the update of GMIAs Enterprise system software and operational enhancements to the Cityworks application; and

WHEREAS, under the current phase of the program, a 'Spatial Technology Roadmap' which provides both GIS and IT guidance over the next 5 years has been developed; and

WHEREAS, GMIA is also implementing the Crystal Reports Enterprise server as a Cityworks reporting enhancement while continuing to enhance the eGIS and Cityworks applications; and

WHEREAS, in June 2012, GMIA issued a Request for Qualifications for a consultant to assist in the continued enhancement of the Enterprise GIS; and

WHEREAS, this request resulted in responses from four national firms; and

WHEREAS, a selection committee composed of the GMIA senior staff including representation from Operations, Properties, Noise, Engineering, and Administration, rated these firms and unanimously chose AECOM with the highest ratings; and

WHEREAS, AECOM is a leading global provider of technical and support services to airport owners, investors and aviation clients; and

WHEREAS, the AECOM team will include a Milwaukee County CDBP approved, disadvantaged business enterprise, Urban GIS, Inc.; and

WHEREAS, Urban GIS, Inc. is a consulting firm specializing in Enterprise GIS systems, managing geospatial assets, data collection, and programming support; and

WHEREAS, AECOM has committed to a 10% DBE participation for this contract; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on October 17, 2012, recommended approval (vote___-___) to enter into a Professional Service Contract with AECOM, for enhancement of the Airport Enterprise GIS program, now, therefore,

BE IT RESOLVED that the Airport Director is hereby authorized to enter into a Professional Services Contract with AECOM USA, Inc. for the enhancement of the Airport Enterprise GIS, for a term of November 1, 2012 to October 31, 2017 and an amount not to exceed $1,400,000.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: September 14, 2012

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: **PROFESSIONAL SERVICES CONTRACT BETWEEN MILWAUKEE COUNTY AND AECOM USA, INC.**

FISCAL EFFECT:

☒ No Direct County Fiscal Impact

☐ Existing Staff Time Required

☐ Increase Operating Expenditures
(If checked, check one of two boxes below)

☒ Absorbed Within Agency's Budget

☐ Not Absorbed Within Agency's Budget

☐ Decrease Operating Expenditures

☐ Increase Operating Revenues

☐ Decrease Operating Revenues

☐ Increase Capital Expenditures

☐ Decrease Capital Expenditures

☐ Increase Capital Revenues

☐ Decrease Capital Revenues

☐ 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
Operating Budget	Expenditure	215,000	231,700
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	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. [1] 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.

The GMIA Enterprise GIS Implementation professional services contract with AECOM USA Inc. is for an amount not-to-exceed $1,400,000 for the five year period November 1, 2012 – October 31, 2017. The contract will be funded through the GMIA Operational budget over the next 5 years. The 2012 adopted budget (account 8557) includes $215,000 for this contract. Future year's budgets will include sufficient funds to cover this contract.

Department/Prepared by: Timothy Pearson, GISP, GIS Specialist

Authorized Signature _____

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

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[1] 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: August 31, 2012

TO: Supervisor Michael Mayo Sr. Chairman, Transportation, Public Works and Transit Committee

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **INFORMATIONAL REPORT: SUMMARY OF FUND TRANSFER FOR CONSIDERATION AT THE FINANCE AND AUDIT COMMITTEE OCTOBER 2012 MEETING**

POLICY

Informational only.

BACKGROUND

With the de-hubbing of Frontier airlines, Frontier has reduced their operations from a peak of eighty-seven (87) to seven (7) flights per day. As a result, most of their 21 gates are not being used. As required by the airport/airline lease agreement, Frontier is continuing to lease and pay for their gates and operations space.

Delta Airlines has advised the Airport Administration that they wish to relocate from Concourse E to Concourse D. Southwest has purchased AirTran and will be moving to AirTran's gates on Concourse C in late 2012 to consolidate operations. In addition Southwest Airlines and US Airways have agreed to swap gates, with US Airways moving to Southwest Gates D52 & D56 on the D concourse and Southwest taking US Airways Gates C18 and C19 on the C concourse.

United Airlines has acquired Continental Airlines and intended to consolidate its operations on the E Concourse. However, as this would leave United the only airline on E, it is United's and the Airport's desire for United to move to D with US Airways, Delta. They will occupy three (3) gates on the D concourse.

This will provide for a robust Concourse D. The Airport's and Airline's customers will be better served on Concourse D by these moves for various reasons, including:

- A greater variety of concessions: Host facilities are Usinger Deli, Johnny Rockets, and Legends Bar & Grill; SSP facilities include Nonna's and Alterra Coffee.
- The larger TSA checkpoint – 6 lanes vs. 4 lanes on E.

- The larger airline club room for Delta.
- The newer concourse facility.

Because all the above airlines are signatory to the airport/airline lease agreement, they are obliged to continue to lease their gates in accordance with the terms and conditions of the lease agreement. The airlines will essentially be exchanging their gates and operations spaces to maintain their lease obligations.

To facilitate moves of this type, the airport typically provides seating, gate podiums, electrical, IT infrastructure, which includes the FIDS and paging systems. The security system needs to be expanded and some carpeting needs replacement. Further, several passenger loading bridges will need to be relocated, which will require new foundations and gate doors installed. The cost of all of these items is estimated to be $1,100,000.

When all of these relocations are complete, it is anticipated that the E concourse will be closed. Those costs are not factored into this calculation. The changes to the airline leases can be handled administratively. Staff will need to negotiate with Paradies and Host as to their investments on E Concourse and their minimum annual guarantees. Any amendments to the concession leases will require County Executive and Board review and approval.

Funding is available in the Airport Development Fund Account, an airport reserve fund provided in the new airport/airline lease agreement.

Prepared by: Pat Walslager, Deputy Airport Director, Finance and Administration

Approved by:

Frank Busalacchi, Director Department of Transportation	C. Barry Bateman Airport Director

Cc: Chairwoman Marina Dimitrijevic, County Board of Supervisors

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APPROPRIATION TRANSFER REQUEST

1699 R4E MILWAUKEE COUNTY

FISCAL YEAR	DEPT. NO.
2012	5040

INSTRUCTIONS: REFER TO MILW. COUNTY ADMINISTRATIVE MANUAL SECTION 4.05 FOR INSTRUCTIONS ON PREPARING THIS FORM.

DEPARTMENT NAME: Department of Transportation - Airport Division

Were Appropriations Requested Below Denied For The Current Budget? No X No

	Line No.	ACCOUNT DISTRIBUTION Fund	Agency	Org. Unit	Revenue/Object	Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification
TO (Credit)	1	0076	504	5041	8502	A1DC		MAJOR MAINT BLDG-(EXP)	$ 1,100,000.00	
								TO TOTALS (Credit)	**$ 1,100,000.00**	**$ -**
FROM (Debit)	1	0076	504	5041	4995	A1DC		UNDISTRIBUTED REVENUE	$ 1,100,000.00	
								FROM TOTALS (Debit)	**$ 1,100,000.00**	**$ -**

E X P L A N A T I O N

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Prepared by: Pat Walslager, Deputy Airport Director, Finance and Administration

Approved by:

Frank Busalacchi, Director
Department of Transportation

C. Barry Bateman
Airport Director

Cc: Chairwoman Marina Dimitrijevic, County Board of Supervisors

TYPE OF TRANSFER									TRANSFER NO.
	AP			EB			RB		

IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH ADDITIONAL PAGES.

DATE OF REQUEST	SIGNATURE OF DEPARTMENT HEAD	TITLE

Action		Dept. of Administration	County Executive	Finance Committee	County Board
	DATE				
	APPROVE				
	DISAPPROVE				
	MODIFY				

Community Business Development Partners

MILWAUKEE COUNTY

MARINA DIMITRIJEVIC • Chairwoman, Milwaukee County Board of Supervisors
NELSON SOLER • Interim Director, Community Business Development Partners

INTEROFFICE COMMUNICATION

DATE: September 27, 2012

TO: Supervisor Marina Dimitrijevic, Chair, Board of Supervisors
Supervisor David Cullen, Co-Chair, Committee on Finance, Personnel & Audit
Supervisor Willie Johnson, Jr., Co-Chair, Committee on Finance, Personnel & Audit
Supervisor Patricia Jursik, Chair, Committee on Economic & Community Development
Supervisor Michael Mayo, Sr., Chair, Committee on Transportation, Public Works & Transit

FROM: Nelson Soler, Interim Director, Community Business Development Partners

SUBJECT: 2011 DBE Achievement Report

BACKGROUND

Prior to 2001, Milwaukee County measured small business participation by Minority and Woman-Owned Business Enterprise (M/WBE) standards. In January of 2001, the County updated all of its business development and diverse spend activities into a single Disadvantaged Business Enterprise (DBE) Program. A DBE is a small business concern owned and controlled by socially and economically disadvantaged individuals. All women and members of defined ethnic groups are presumed to be socially disadvantaged. Other individuals, including white males, may also be certified upon demonstration by a preponderance of the evidence that they are indeed socially and economically disadvantaged.

OBJECTIVE

The Milwaukee County Community Business Development Partners Department (CBDP) designs, implements, and monitors the County's DBE Program to ensure the meaningful participation of small businesses in overall County spend.

The County's DBE Program exists to level the playing field in contracting. To this end, CBDP employs multiple approaches. Principle among these approaches is partnering with internal and external stakeholders to identify barriers to participation, and working collectively to minimize the adverse affects of these barriers when and where their elimination in not feasible. The tools utilized in this effort include (1) establishing DBE participation goals on contracts that possess opportunities for DBEs to perform a commercially useful function; (2) assisting department/division heads, administrators, and prime contractors in identifying qualified DBEs; (3) monitoring of all contracts with an established DBE goal; (4) ensuring all DBE firms participating on County contracts are certified through the Wisconsin Unified Certification Program (WIUCP); (5) identifying and redressing instances of noncompliance; and (6) providing certified DBEs with technical assistance to enhance their ability to successfully participate on County contracts.

The purpose of this report is to overview the levels of participation by DBE firms in various types of contracts. This report only details contracts closed during the period from January 1 through December 31, 2011.

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TELEPHONE (414) 278-5248 • FAX (414) 223-1958

The summary of closed contracts and actual participation is shown in the attachment detailing achievements as dollars paid to DBEs and their resultant percentages based on total contract payments. Receipt of final payment from the County is utilized as the determination of a closed contract for purposes of consistency. These grand totals have been summarized to assess DBE participation as a percentage of spend in terms of areas of operation, which include (1) county-wide, (2) professional services, (3) construction, (4) consultant, (5) time and material, and (6) procurement division spend.

ACHIEVEMENT REPORT SUMMARY

It is important to note that this report does not reflect total Milwaukee County spend during 2011, although nearly $70 million of Procurement Division activity is included. The methodology employed to calculate the report totals are based on the levels of DBE participation in contracting that departments have routed through CBDP as defined in the Milwaukee County Code of General Ordinances, Chapters 32 and 42. This report also excludes nearly $11.8 million in tracked waivers for this period, which reduces the overall participation 1%. The ***2011 DBE Achievement Report*** tables note the following totals and overall percentage of DBE participation. Please see the attachment for more detailed breakouts that include individual owner departments, contractor/consultant awarded, and contract amounts by area of operation.

Tracked County-wide spend for 2011	**$ 141,111,508.51**
Tracked DBE spend for 2011	**$ 17,315,750.59**
Percentage of DBE spend for 2011	**12.27%**
Tracked County-wide spend for 2011 (including tracked waivers)	**$ 152,896,668.51**
Adjusted percentage of DBE spend for 2011	**11.33%**

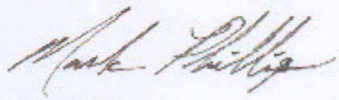
The report for calendar year 2011 details actual achievements as documented by signed Payment Certification forms. For purposes of continuity and consistency, this same form is utilized on projects where the DBE operates as the prime. The signed certification, and subsequent verification by CBDP staff, clearly indicates the total dollar amount received by the DBE for work on the contract.

The reporting of actual DBE achievement through the utilization of signed payment certifications continues to be an area of concern in the arenas of Professional, Contract, and Management Services. CBDP has determined that deficiencies in reporting are related to lack of consistent understanding of the DBE Program and its overall role in County spend. During 2011, CBDP worked diligently with the County Board and key departments to remedy issues such as this through updates to the County Code. Moving forward CBDP will be implementing multiple efforts to re-brand itself, to further develop and enhance its relationships with internal and external stakeholders, and continue to educate and inform the purchasing and contracting communities of the value-added benefits gained through partnering in the continual development of Milwaukee County.

RECOMMENDATION

This is an informational report. It is recommended that this report be reviewed, received and placed on file to serve as reference for policymakers moving forward.

Prepared by:



Mark Phillips
Contract Compliance Manager, DBE

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TELEPHONE (414) 278-5248 • FAX (414) 223-1958

Approved by:

Nelson Soler, Interim Director
Community Business Development Partners

cc: Chris Abele, County Executive
County Board of Supervisors
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Jerome Heer, Director, Department of Audits
Department Heads

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MILWAUKEE COUNTY

2011 DBE Achievement Report

Milwaukee County Spend			
	County Spend	DBE Spend	DBE %
TOTAL DOLLARS	$ 141,111,509	$ 17,315,751	12.27%

Contracts Closed in 2011				
	Total $ Amount of Contract Payments [1]	Total $ Amount of DBE Payments [2]	DBE Participation	DBE Goal
Professional Service	$31,418,759.00	$1,969,319.27	6.27%	17%
Construction Contracts	26,318,099.11	7,761,776.29	29.49%	25%
Consultant Contracts	10,236,555.83	2,446,037.46	23.90%	25%
Time & Material (T&M) Contracts	4,043,543.38	1,062,107.11	26.27%	25%
CONTRACT DOLLARS	$72,016,957.32	$13,239,240.13	18.38%	

[1] Represents only contracts that had DBE participation

[2] Amounts as reported on signed DBE Payment Certification (DBD-018) form

Procurement Vendor Payments in 2011				
	Total $ Amount of Procurment Payments [4]	Total $ Amount of DBE Payments [5]	DBE Participation	DBE Goal
PROCUREMENT DOLLARS	$69,094,551.19	$4,076,510.46	5.90%	10%

[4] Payment totals for Procurement Vendors (including PC & PG) excluding Check Requests, Departmental Purchase Orders (PD), Professional Service Contracts (PO) & Time & Material Contractors (SC) during 2011

[5] Amounts as reported in Advantage

Construction Related
DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

Professional Services
DBE utilization 12-17%
DBE utilization 5 - 11.99%
DBE utilization < 5%

2011 Professional Service DBE Achievements

County-Wide Expenditures by Department (Figures include CBDP Approved Waivers)

Department	$ Expended	$ To DBEs	DBE %
Aging	8,250.00	8,250.00	100.00%
Audit	177,020.00	177,010.00	99.99%
Child Support Enforcement	213,000.00	16,000.00	7.51%
Community Business Development Partners	38,641.10	38,641.10	100.00%
Corporation Counsel	15,000.00	0.00	0.00%
Court Related Services	158,274.00	76,718.99	48.47%
DAS - Fiscal Services	1,265,900.00	0.00	0.00%
DAS - Risk Management	225,000.00	0.00	0.00%
DHHS - Accounts Payable	22,000.00	0.00	0.00%
DHHS - Behavioral Health	26,419,417.48	1,410,943.07	5.34%
DHHS - Housing	27,100.00	0.00	0.00%
DHHS - Marcia Coggs Center	15,000.00	15,000.00	100.00%
DHHS - Vel Phillips Center Complex	355,966.00	57,816.46	16.24%
Family Care	10,580.00	10,580.00	100.00%
GMIA	33,575.00	33,506.25	99.80%
IMSD	45,750.00	45,750.00	100.00%
Medical Examiner	19,999.00	19,999.00	100.00%
Parks	54,000.00	5,104.40	9.45%
Real Estate	4,000.00	0.00	0.00%
Sheriff Office	58,743.32	0.00	0.00%
State Court Services	2,062,474.00	43,800.00	2.12%
University of WI - Extension	160,870.00	0.00	0.00%
Zoological Society	28,200.00	10,200.00	36.17%
Grand Total	**$ 31,418,759.90**	**$ 1,969,319.27**	**6.27%**

DBE utilization 12-17%
DBE utilization 5 - 11.99%
DBE utilization < 5%

2011 Construction DBE Achievements

County-Wide Expenditures by Department

Department	$ Expended	$ To DBEs	DBE %
Community Corrections Facility South	993,780.00	278,684.00	28.04%
Facilities Management - Various Sites	994,778.54	163,845.50	16.47%
GMIA & Timmerman Field	14,732,342.80	5,166,734.84	35.07%
Health & Human Services	254,628.00	44,836.00	17.61%
Highways (Roads & Bridges)	3,176,693.10	731,129.95	23.02%
Mass Transit (MCTS)	48,200.00	12,116.00	25.14%
Parks, Recreation & Culture	2,674,108.75	624,307.47	23.35%
Zoo Complex	3,443,567.92	740,122.53	21.49%
Grand Total	**$ 26,318,099.11**	**$ 7,761,776.29**	**29.49%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

2011 Consultants DBE Achievements

County-Wide Expenditures by Department

Department	$ Expended	$ To DBEs	DBE %
GMIA & Timmerman Field	6,628,668.89	1,142,104.79	17.23%
Highways (Roads & Bridges)	1,137,608.74	550,313.80	48.37%
Mass Transit (MCTS)	28,292.82	28,292.81	100.00%
Parks, Rec & Culture (including Museums)	1,541,907.26	485,830.24	31.51%
Health & Human Services	205,443.52	43,738.06	21.29%
Other (Environmental Svcs, Public Art, etc.)	691,419.28	186,456.66	26.97%
Grand Total	**$ 10,233,340.51**	**$ 2,436,736.36**	**23.81%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

2011 T & M DBE Achievements

County-Wide Expenditures by Department

Facility	$ Expended	$ To DBEs	DBE %
Behavior Health Complex	319,884.00	38,253.11	11.96%
Community Corrections Facility South	597,803.60	217,670.83	36.41%
Facilities Management - CH	228,077.43	36,958.00	16.20%
Facilities Management - Grounds	376,534.75	79,062.20	21.00%
GMIA & Timmerman Field	1,373,627.96	340,589.08	24.79%
Marcia Coggs Complex	84,394.08	50,263.80	59.56%
Parks, Recreation & Culture	804,430.76	231,519.42	28.78%
Zoological Society	258,790.80	64,685.57	25.00%
Grand Total	**$ 4,043,543.38**	**$ 1,062,107.11**	**26.27%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

2011 T & M DBE Achievements

County-Wide Expenditures by Individual Contractor

Company Name	$ Expended	$ To DBEs	DBE %
Alpine Plumbing [1]	154,277.98	62,149.89	40.28%
Arteaga (DBE) - HVAC [2]	161,873.90	108,387.63	66.96%
Belonger Corporation (DBE) [2]	24,670.82	24,670.82	100.00%
Cornerstone Plumbing [1]	163,453.55	9,719.22	5.95%
Dnesco Electric [4]	504,167.30	107,536.34	21.33%
Grunau Company [9]	889,496.44	141,847.30	15.95%
Integrity Environmental [1]	64,810.42	15,555.00	24.00%
JF Cook Company (DBE) - Glazing [1]	16,449.54	16,449.54	100.00%
Joseph Lorenz Construction [4]	313,571.80	134,780.88	42.98%
Kubenik Mechanical - Metal Fabrication [1]	33,242.00	28.55	0.09%
Langer Roofing [2]	49,550.94	0.00	0.00%
Meer Electric [1]	10,854.40	6,908.55	63.65%
Milwaukee Iron Works [1]	14,881.28	14,881.28	100.00%
Milwaukee Plumbing [1]	10,029.49	1,500.00	14.96%
NAGY Restoration - Construction [7]	321,188.60	106,762.96	33.24%
Northway Fencing [3]	121,429.44	31,844.26	26.22%
PARSS [1]	30,239.91	2,479.54	8.20%
Poblocki Paving [3]	415,792.00	96,088.34	23.11%
Property Electric [3]	188,918.39	26,150.85	13.84%
Statewide Heating & Cooling [1]	22,804.24	5,698.67	24.99%
Uihlein Electric [1]	147,282.29	22,036.94	14.96%
United Flooring [3]	62,607.91	7,662.00	12.24%
Velcheck & Finger - Roofing [3]	165,494.90	16,415.11	9.92%
Vista Design & Construction (DBE) [1]	145,979.84	102,553.44	70.25%
Wil-Surge Electric [1]	10,476.00	0.00	0.00%
Grand Total	**$ 4,043,543.38**	**$ 1,062,107.11**	**26.27%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

Superscript indicates the number of T&M contracts held during 2011

2011 T & M DBE Achievements (1 of 3)

Departmental Expenditures by Individual Contractor

Facility	$ Expended	$ To DBEs	DBE %
Behavioral Health Complex			
Dnesco Electric	15,439.26	3,744.30	24.25%
Grunau - Plumbing	127,529.82	16,563.34	12.99%
Joseph Lorenz Construction	116,983.35	3,944.67	3.37%
Property Electric	37,127.33	8,302.13	22.36%
Statewide Heating & Cooling	22,804.24	5,698.67	24.99%
United Flooring	0.00	0.00	0.00%
Total	**$ 319,884.00**	**$ 38,253.11**	**11.96%**
Community Correctional Facility South			
Alpine Plumbing	154,277.98	62,149.89	40.28%
Grunau - HVAC	139,324.47	14,677.75	10.53%
Joseph Lorenz Construction	156,918.86	117,036.21	74.58%
Uihlein Electric	147,282.29	22,036.94	14.96%
Velcheck & Finger - Roofing	0.00	0.00	0.00%
Total	**$ 597,803.60**	**$ 215,900.79**	**36.12%**
Facilities - Courthouse			
Arteaga (DBE) - HVAC	4,835.62	4,835.62	100.00%
Dnesco Electric	83,933.82	14,686.00	17.50%
Grunau - Plumbing	67,623.02	14,070.00	20.81%
NAGY Restoration - Construction	8,566.09	1,440.00	16.81%
United Flooring	52,642.88	6,762.00	12.85%
Wil-Surge Electric	10,476.00	0.00	0.00%
Total	**$ 228,077.43**	**$ 41,793.62**	**18.32%**
Facilities - County Grounds			
Grunau - Plumbing	305,818.18	77,761.00	25.43%
Langer - Roofing	10,288.50	0.00	0.00%
NAGY Restoration - Construction	3,887.99	800.00	20.58%
Property Electric	56,540.08	540.72	0.96%
Total	**$ 376,534.75**	**$ 79,101.72**	**21.01%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

2011 T & M DBE Achievements (2 of 3)

Departmental Expenditures by Individual Contractor

Facility	$ Expended	$ To DBEs	DBE %
GMIA & Timmerman Field			
Arteaga (DBE) - HVAC	157,038.28	103,552.01	65.94%
Cornerstone Plumbing	163,453.55	9,719.22	5.95%
Dnesco Electric	372,058.56	78,321.61	21.05%
Grunau - Plumbing	64,653.00	6,712.00	10.38%
Integrity Environmental	64,810.42	15,555.00	24.00%
Milwaukee Iron Works (DBE)	14,881.28	14,881.28	100.00%
Nagy Restoration - Concrete	35,851.19	4,930.00	13.75%
Nagy Restoration - Construction	91,572.99	21,890.00	23.90%
Nagy Restoration - Painting	0.00	0.00	0.00%
Northway Fence	65,168.94	12,933.10	19.85%
Poblocki Paving	197,840.00	55,179.75	27.89%
United Flooring	9,965.03	900.00	9.03%
Velcheck & Finger Roofing	136,334.72	16,015.11	11.75%
Total	**$ 1,373,627.96**	**$ 340,589.08**	**24.79%**

Marcia Coggs Complex			
Belonger Corporation - HVAC	7,867.65	7,867.65	100.00%
Belonger Corporation - Plumbing	16,803.17	16,803.17	100.00%
Dnesco Electric	32,735.66	10,784.43	32.94%
Joseph Lorenz Construction	16,133.20	7,900.00	48.97%
Meer Electric	10,854.40	6,908.55	63.65%
Total	**$ 84,394.08**	**$ 50,263.80**	**59.56%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

2011T & M DBE Achievements (3 of 3)

Departmental Expenditures by Individual Contractor

Facility	$ Expended	$ To DBEs	DBE %
Parks, Recreation & Culture			
Grunau - HVAC	97,739.97	11,259.89	11.52%
Joseph Lorenz Construction	23,536.39	5,900.00	25.07%
Milwaukee Plumbing	10,029.49	1,500.00	14.96%
NAGY Restoration - Construction	128,186.00	44,410.96	34.65%
Northway Fence	33,154.00	8,810.00	26.57%
PARSS	30,239.91	2,479.54	8.20%
Poblocki Paving	211,154.00	36,897.59	17.47%
Property Electric	95,250.98	17,308.00	18.17%
Velcheck & Finger - Roofing	29,160.18	400.00	1.37%
Vista Design & Construction (DBE)	145,979.84	102,553.44	70.25%
Total	**$ 804,430.76**	**$ 231,519.42**	**28.78%**
Zoological Society			
Grunau - Electric	4,694.60	0.00	0.00%
Grunau - HVAC Controls	62,556.28	0.00	0.00%
Grunau - Plumbing	19,557.10	803.32	4.11%
JF Cook Company (DBE) - Glazing	16,449.54	16,449.54	100.00%
Kubenik Mechanical - Metal Fabrication	33,242.00	28.55	0.09%
Langer Roofing	39,262.44	0.00	0.00%
NAGY Restoration - Construction	53,124.34	33,292.00	62.67%
Northway Fencing	23,106.50	10,101.16	43.72%
Poblocki Paving	6,798.00	4,011.00	59.00%
Total	**$ 258,790.80**	**$ 64,685.57**	**25.00%**
Grand Total	**$ 4,043,543.38**	**$ 1,062,107.11**	**26.27%**

DBE utilization 20 - 25%
DBE utilization 10 - 19.99%
DBE utilization < 10%

Community Business Development Partners

MILWAUKEE COUNTY

MARINA DIMITRIJEVIC • Chairwoman, Milwaukee County Board of Supervisors
NELSON SOLER • Interim Director, Community Business Development Partners

INTER-OFFICE COMMUNICATION

DATE: September 27, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Supervisor Patricia Jursik, Chairwoman, Economic & Community Development Committee
Supervisor Members, Economic & Community Development Committee

FROM: Nelson Soler, Interim Director, Community Business Development Partners

SUBJECT: DBE WAIVER REPORT FOR AUGUST 2012

DIRECTIVE

At the request of the Committee on Economic and Community Development, the Community Business Development Partners Department (CBDP) provides a monthly update on the Disadvantaged Business Enterprise (DBE) utilization waivers requested by, and granted to, Milwaukee County departments/divisions.

BACKGROUND

CBDP is responsible for designing, implementing, monitoring and enforcing Milwaukee County's DBE Program in order to maintain compliance with Federal Regulations and Milwaukee County Ordinances. Implementation of the Program includes establishing participation goals on, both, Federal and County funded contracts, as well as monitoring and enforcing compliance of these contracts. Participation goals may only be established on contracts where opportunities exist for ready, willing and able certified firms to perform commercially useful functions related to the satisfaction of those contracts.

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Part 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action of the County Board and County Executive established, and adopted, rules and regulations of USDOT Office of the Secretary, per the Federal Register (49 CFR Parts 23 and 26), over Milwaukee County's Federally, and County, funded projects.

Milwaukee County, as a Federal funding recipient, is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. These certifying partners share the responsibility of verifying and maintaining the status of the 913 currently certified firms throughout the State, while processing all new applications.

MILWAUKEE COUNTY - CITY CAMPUS • 2711 WEST WELLS STREET, 8TH FLOOR, ROOM 830 • MILWAUKEE, WI 53208
TELEPHONE (414) 278-5248 • FAX (414) 223-1958

DBE GOALS

The Milwaukee County Board of Supervisors has established the County's overall desired levels of DBE participation as follows:

Public Works, Construction & Design	25%
Time & Material Contracts	25%
Professional Service Contracts	17%
Procurement of Service Contracts	17%
Procurement of Goods & Commodities	10%

WAIVER REQUESTS

When CBDP receives a waiver request from a department/division, staff thoroughly reviews it and available supporting documentation before forwarding the request on to the Director for determination. The Director may require staff to gather more comprehensive information or to provide more detailed clarification regarding any identified issues prior to issuing a determination.

WAIVER REPORT SUMMARY

The ***DBE Waiver Report for August 2012***, as compiled and attached by CBDP, notes the following totals and overall percentage of waiver requests. Please see the attachment for waivers requested as broken out by individual owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval, or lack thereof.

Total Contracted Dollars for Month	**$**	**3,556,910.38**
Total Contracted Dollars w/ Waiver Approval	**$**	**235,903.95**
Total Contracted Dollars w/o Waiver Approval	**$**	**37,500.00**
Percentage of Contracts Waived for Month		**7.69%**

RECOMMENDATION

The following CBDP staff members prepared this informational report, and humbly propose that it be received and filed, as such.

Mark Phillips
Contract Compliance Manger, DBE

Approved by:

Nelson Soler
Interim Director

CC: Chris Abele, Milwaukee County Executive

DBE Waiver Report August 2012

DEPARTMENT	CONSULTANT/CONTRACTOR	SCOPE OF SERVICES	CONTRACT AMOUNT	APPROVAL REASON
		CBDP Approved Waivers [1]		
DHHS-Behavioral Health	Aggeus Healthcare	Provide podiatry services.	1,500.00	Under $2,000
MCSO	Mobilex	Inmate X-ray services.	144,903.95	No DBE providers
GMIA	Quarles & Brady, LLP	Special Counsel	10,000.00	Specialized Legal Services
GMIA	Graef USA	Concourse C Connector Precast Panel Damage Evaluation & Repair Design	4,500.00	Emergency Repair
Human Resources	Gonzalez, Saggio & Harlan	David Clark vs Milwaukee County Civil Service Commission	15,000.00	Specialized Legal Services
Parks	Milwauee Community Service Corps	Clean up of Bradford and McKinley beaches	10,000.00	Not-For-Profit Partnership
Risk Management	Securance Consulting	Assess & advise on security of electronically protected health information	50,000.00	HIPPA Requirement
		Contracts Issued Without CBDP Review [2]		
Medical Examiner	Lake Country Pathologist	Part-time forensic lab oversight	37,500.00	No CBDP Review

Total Contract $ Amount for Month	$3,556,910.38
Total Approved Waiver $ Amount	$235,903.95
Total Unapproved Waiver $ Amount	$37,500.00
Percentage Waived	7.69%

[1] Waivers approved by CBDP; within guidelines of Code of General Ordinances

[2] Contracts issued by Departments in violation of the Code of General Ordinances;
CBDP is made aware of these projects when Accounts Payable forwards new contract information

MILWAUKEE COUNTY
INTEROFFICE COMMUNICATION

DATE	October 15, 2012
TO	Michael Mayo Sr., Chairperson, Transportation, Public Works & Transit Committee.
FROM	Frank Busalacchi, Director of Department of Transportation
RE:	PROFESSIONAL SERVICE CONTRACT FOR LEGAL SERVICES FOR SALES AND LAND ACQUISITION AS IT RELATES TO THE ZOO INTERCHANGE RECONSTRUCTION PROJECT NEGOTIATIONS

POLICY

Milwaukee County Ordinances requires that all Professional Service Contracts over $50,000 be brought before the Milwaukee County Board of Supervisors for review and approval.

BACKGROUND

The Department of Transportation in County Board File No. 12-452 came to the Transportation and Public Works Transit Committee to request an extension of a Professional Service Contract for legal services to allow an RFP to be advertised by Airport Corporation Counsel. The extension allowed the continuation of negotiations by the Director of Transportation to ensure the best interest of Milwaukee County in the land acquisitions for the Zoo Interchange Reconstruction Project.

After review of RFP submissions of legal firms in the area, the panel selected the firm of Michael Best & Friedrich LLP. as the best legal representative to deal with the land sales and parcel acquisitions on behalf of Milwaukee County.

The selection of the law firm was made on October 10 2012. During that period of the preparation and review of proposals, Milwaukee County continued the critical work regarding land acquisition on behalf of Milwaukee County.

The Department of Transportation after being notified of the panel selection is bringing forth a Professional Service Contract for Michael Best & Friedrich, LLP. to represent Milwaukee County on the sales and parcel acquisitions on behalf of Milwaukee County.

Due to the timing of this committee and the importance of continuation of negotiation, the Department of Transportation is requesting approval of the selection and requesting to pay for services rendered during the review process for the RFP and until the Professional Service Contract is executed.

RECOMMENDATION

The Department of Transportation is requesting approval of the firm selected by the panel of "Michael Best & Friedrich, LLP" and authorization to pay for all outstanding legal services regarding sales and land acquisitions rendered before execution of this Professional Service Contract.

Capital Project WH O141001 Fund 1850, Agency 120, Org 1850 has been created to pay for services rendered during negotiations for the Zoo Interchange Reconstruction Project.

Prepared by Fay L. Roberts

Frank Busalacchi

Frank Busalacchi, Director

File No.
Journal

(Item) From the Director of Transportation requesting to exceed $50,000 on the Professional Service Agreement for Legal Services Agreement for Legal Services as it pertains to the Zoo Interchange Reconstruction Project.

RESOLUTION

The Department of Transportation in County Board File No. 12-452 came to the Transportation and Public Works Transit Committee to request an extension of a Professional Service Contract for legal services to allow an RFP to be advertised by Airport Corporation Counsel. The extension allowed the continuation of negotiations by the Director of Transportation to ensure the best interest of Milwaukee County in the land acquisitions for the Zoo Interchange Reconstruction Project.

WHEREAS, after review of the RFP submissions of legal firms in the area, the panel selected the firm of Michael Best & Friedrich LLP as the legal representative to deal with the land sales and parcel acquisitions on behalf of Milwaukee County; and

WHEREAS, the selection of the law firm was made on October 10, 2012. During the period of the preparation and review of proposals, Milwaukee County continued the critical work regarding land acquisitions on behalf of Milwaukee County; and

WHEREAS, the Department of Transportation is bring forth a Professional Service Contract for Michael Best & Friedrich, LLP to represent Milwaukee County on the sales and parcel acquisitions on behalf of Milwaukee County; and

WHEREAS, due to the timing of this committee and the importance of continuation of negotiations, the Department and Transportation is requesting approval of the selection, and is requesting to pay for services rendered during the review process for the RFP and until the Professional Service Contract is executed.

BE IT RESOLVED, that the Director of Transportation is hereby requesting approval of the firm selected by the panel, Michael Best & Friedrich, LLP, and is requesting authorization to pay all outstanding legal services regarding the sale and land acquisitions rendered before execution of this Professional Service Contract; and

BE IT FURTHER RESOLVED, Capital Project WH0141001, Fund 1850, Agency 120, Org 1850 has been crated for all services rendered during the negotiations for the Zoo Interchange Reconstruction Project.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 15, 2012

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND THE FRIENDS OF THE MITCHELL GALLERY OF FLIGHT, INC.

FISCAL EFFECT:

☒ No Direct County Fiscal Impact

☐ Existing Staff Time Required

☐ Increase Operating Expenditures
(If checked, check one of two boxes below)

☒ Absorbed Within Agency's Budget

☐ Not Absorbed Within Agency's Budget

☐ Decrease Operating Expenditures

☐ Increase Operating Revenues

☐ Decrease Operating Revenues

☐ Increase Capital Expenditures

☐ Decrease Capital Expenditures

☐ Increase Capital Revenues

☐ Decrease Capital Revenues

☐ 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
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	200,000	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. [1] 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.

The Department of Transportation is requesting approval of the firm selected by a Milwaukee County panel "Michael Best & Friedrich, LLP" and is requesting approval to pay for all outstanding legal services regarding sales and land acquisitions rendered before execution of this Professional Service Contract. Capitol Project #WH0141001, Fund 1850, Agency 120, Org 1850 has been created for the services rendered during negotiations for the Zoo Interchange Reconstruction Project.

Department/Prepared by: Deborah Bachun, Fiscal Director DOT

Authorized Signature Deborah Bachun

Did DAS-Fiscal Staff Review? ☐ Yes ☐ No

Reviewed by:

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[1] 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.