

1 By Supervisors Jursik, Borkowski & Haas
2

3 **A RESOLUTION**

4 In support of the 128th Air Refueling Wing at Milwaukee County's General Mitchell
5 International Airport and to direct the planning for a land swap between GMIA and the
6 128 ARW and the relocation of the 128 ARW's guard post to the northeast part of GMIA
7 off Layton Avenue.
8

9 WHEREAS, the 128th Air Refueling Wing of Milwaukee (hereinafter 128 ARW),
10 being part of the Wisconsin Air National Guard, is a valued and integral organization in
11 Milwaukee County with a base located at Milwaukee County's General Mitchell
12 International Airport (GMIA) and has a significant economic impact on the local
13 economy valued at approximately 77.3 million dollars per year; and

14 WHEREAS, the 128 ARW is in the process of preparing and filing a long range
15 plan with the National Guard Bureau at the end of March, 2012, for the continued
16 viability of not only the current base configuration but also the long-range viability of the
17 base at GMIA; and

18 WHEREAS, Milwaukee County desires to express its support for the current and
19 long-range viability of the 128 ARW, to display the strong support of the community for
20 continuity and positive cooperation between the 128 ARW and GMIA and to ensure that
21 the valued services including both security and fire protection performed by the 128
22 ARW to the County and State are maintained; and

23 WHEREAS, the 128 ARW and its guard post are currently accessed by crossing
24 under railroad tracks to the east of the base on Grange Avenue and should the
25 proposed Lake Parkway (State Trunk Highway 794) be extended south along the
26 railroad right-of-way, the extension would create an additional overpass above the
27 current guard post which could compromise the guard post's security; and

28 WHEREAS, there are mutual opportunities for both GMIA and the 128 ARW that
29 would permit the County to acquire additional lands for the MKE Regional Business
30 Park (the former 440th Air Reserve Station, hereafter referred to as MKE) at the Airport
31 since the 128 ARW holds land in this area while also permitting the 128 ARW to obtain
32 a more secure guard post to the north of the base off of Layton Avenue thereby
33 eliminating the compromised entrance off Grange Avenue and further also providing
34 additional apron space as required by new standards set by the Air Force for additional
35 parking of new KC-46 tankers used by the 128 ARW and similar refueling bases around
36 the country; and

37 WHEREAS, since nearly the beginning of GMIA the northeast quadrant has been
38 used for private hangars that are subject to land leases with the County and since the
39 value of Airport land has increased substantially over the time GMIA has existed in the
40 County, the County would be given an opportunity to review the highest and best use of
41 this space in conjunction with the desire to obtain a land swap with the 128 ARW to
42 benefit the base with a more secure guard post and entrance, provide additional apron
43 space and assets for the 128 ARW and also permit GMIA to review and plan for this

44 northeast quadrant given the current value of the airport land and obtain the land
45 currently held by the 128 ARW in the MKE as well as the land outside of GMIA held for
46 the Grange Avenue entrance to the base; and

47 WHEREAS, the attached map illustrates the 128 ARW's two current locations,
48 being Guard East which is accessed via Grange Avenue and Guard West which is part
49 of the MKE accessed via College Avenue, both of which could be swapped for the
50 proposed Guard North which would be accessed via Layton Avenue; and

51 WHEREAS, there is a need for review and itemization of the conditions required
52 to be met for this land swap to occur and a need to give policy direction to the Director
53 and administration of GMIA to initiate such planning to go forward; now, therefore,

54 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby states its
55 strong support for the continued viability of the 128 ARW at GMIA and directs as
56 follows:

57 1. The County Board approves in concept the land swap of the Guard West and
58 Guard East properties currently held by the 128 ARW for the proposed Guard North
59 currently owned by GMIA;

60 2. The County Board approves in concept the addition of apron space for the
61 128 ARW in the northeast quadrant as set out in the attached map and as further
62 compiled between GMIA and the 128 ARW in agreements to be developed and brought
63 before the Board;

64 3. The County Board authorizes and directs the GMIA Director to review what
65 would be required to effectuate the land swap, including such issues as: FAA approval,
66 FAA and State approval of the land release, amending the GMIA Master Plan, the
67 private hanger land leases and their relocations and environmental concerns; and

68 4. The GMIA Director shall provide the information to the Board that is provided
69 for in this Resolution itemizing a proposed timeline and a breakdown of the steps
70 required when the 128 ARW has obtained approval of its long range plan.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2-17-2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution In support of the 128th Air Refueling Wing at Milwaukee County's General Mitchell International Airport and to direct the planning for a land swap between GMIA and the 128 ARW and the relocation of the 128 ARW's guard post to the northeast part of GMIA off Layton Avenue.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	0	
	Revenue	0	
	Net Cost	0	
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. This resolution expresses support of the 128th Air Refueling Wing at Milwaukee County's General Mitchell International Airport and to direct the planning for a land swap between GMIA and the 128 ARW and the relocation of the 128 ARW's guard post to the northeast part of GMIA off Layton Avenue.
- B. There is no cost associated with the adoption of this resolution. Staff time will be required to outline the requirements of effectuating the land swap. If the 128 ARW is successful in having its master plan approved by the Department of Defense, then funding details will have to be determined at that point in time.
- C. N/A
- D. No assumptions were made

Department/Prepared By County Board/ M. Weddle

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

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.

- Aerial View -
Guard East, Guard West & Proposed Guard North



	 	REVISIONS DATE: _____ DESCRIPTION: _____	
		TITLE: 30 ARMY POLYPOSED ISLAND NORTH SCALE: NOT TO SCALE DRAWN BY: CAS DATE: 10 FEB 12 CHECKED BY: _____ DATE: _____	

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 21, 2012

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

FROM: Frank Busalacchi, Director, Milwaukee County Department of Transportation
Lloyd Grant, Jr., Managing Director, MCTS

SUBJECT: Proposed Service Modification: Route 76 (N. 60th – S. 70th)

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 76 (N. 60th – S. 70th) is a major route that travels north – south across Milwaukee County (from 96th & Brown Deer to 76th & Edgerton Avenue). It carries over 5,300 rides per day and serves important destinations such as the Midtown and Southridge shopping centers as well as the MATC Campus in West Allis.

Route 76 has operated under a routing detour since fall 2011 due to the reconstruction of S. 70th Street between Main Street and Kearney Street. As shown on the attached map, bus service detoured in the southbound direction along O'Connor Street and in the northbound direction along Kearney Street.

The construction work and subsequent detour affected one bus stop at 68th & Adler Street. There were 6 ons (passengers who boarded) and 9 offs (passengers who alighted) per day at this bus stop. The detour routing was within two blocks of the regular routing and well within the service area of Route 76. Passenger counts during the detour revealed that the same number of passengers who had been using the bus stop at 68th & Adler were using the detour bus stop at 70th & Adler.

During the detour period, and based on feedback from bus operators, MCTS determined that the detour routing was more preferable to the regular routing via Adler Street. The detour routing eliminated the need to make a left turn at a heavily traveled uncontrolled intersection (from westbound Adler Street to southbound 70th) thereby making it easier and safer for bus drivers to turn onto S. 70th Street. In addition, the detour routing was along streets which are more typical for transit, i.e., they are designed to accommodate larger vehicles with a wide turning radius, as opposed to 68th and Adler, which is much narrower particularly during winter months as streets narrow even further due to snow.

Also, the Adler Street nearside bus stop at 70th Street is not ADA accessible. The proposed routing will allow MCTS to move this stop to the far-side of the intersection and thus make it accessible for all riders.

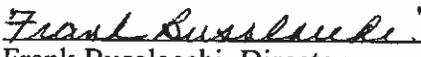
Based on a review by planning and operations staff as well as input from bus operators, it is recommended the current detour routing on Route 76 be made permanent. Specifically, Route 76 will be modified to operate via 70th between Adler Street and O'Connor Street. This change will not result in an increase in transit operating costs and will be made permanent effective April 8, 2012.

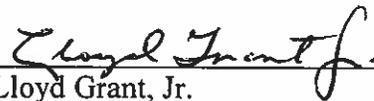
RECOMMENDATION

This report is for informational purposes unless otherwise directed.

Prepared by: Sandra J. Kellner, Chief Operating Officer, MCTS
and Lloyd Grant, Jr., Managing Director, MCTS

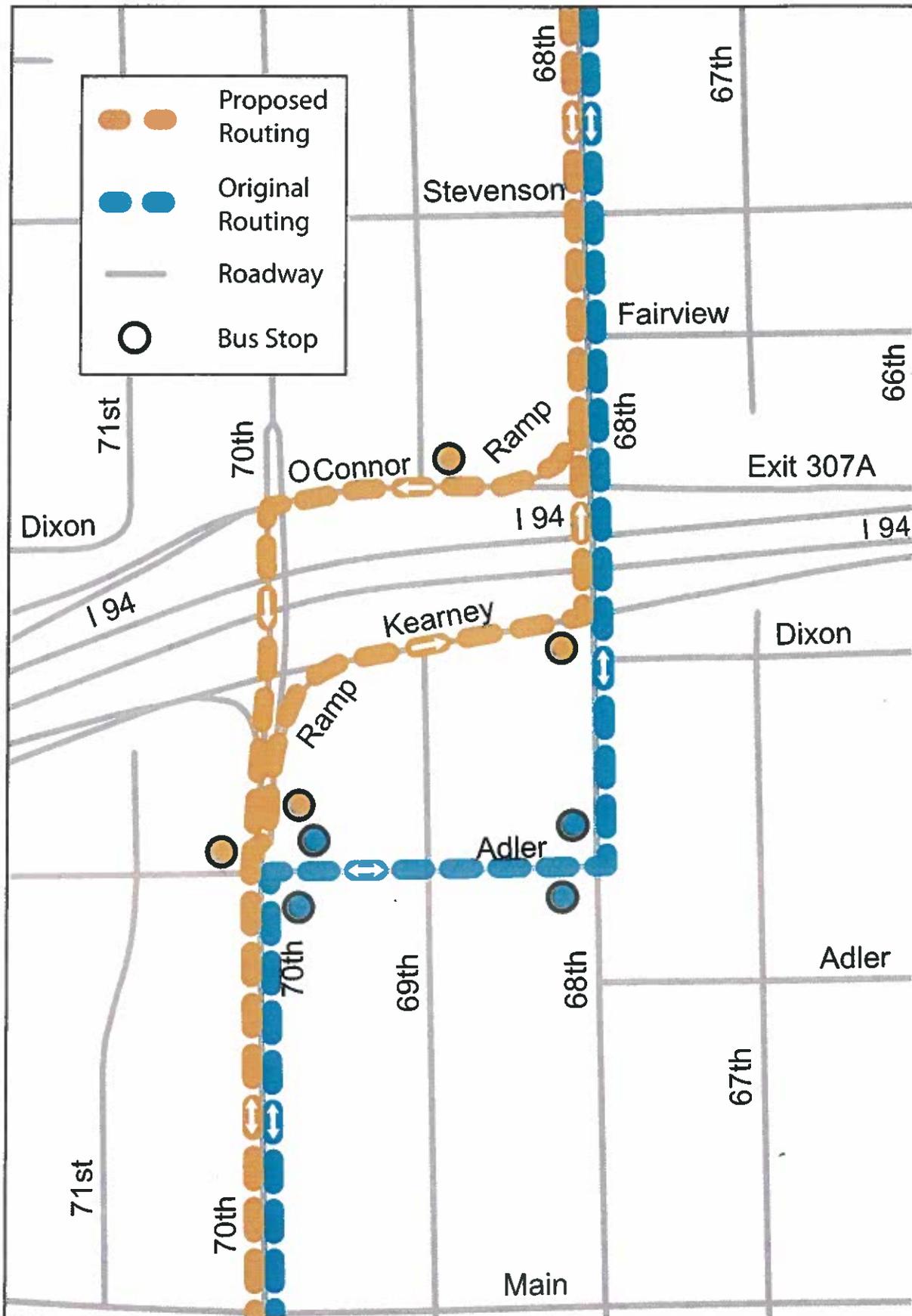
Approved by:


Frank Busalacchi, Director
Department of Transportation


Lloyd Grant, Jr.
Managing Director, MCTS

cc: Chris Abele, Milwaukee County Executive
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Terrence Cooley, Chief of Staff, County Board of Supervisors
Amber Moreen, Chief of Staff, Milwaukee County Executive Chris Abele
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive Chris Abele
Pat Farley, Director, Department of Administrative Services
Pam Bryant, Interim Fiscal and Budget Administrator, Department of Administrative Services
James Martin, Fiscal and Budget Analyst, Department of Administrative Services

Proposed Service Modification Route 76



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 21, 2012

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

FROM: Frank Busalacchi, Director, Milwaukee County Department of Transportation
Lloyd Grant, Jr., Managing Director, MCTS

SUBJECT: New Freedom Initiative Report

POLICY

MCTS periodically provides informational updates to the Committee on transit issues.

BACKGROUND

2012 budget amendment 1A073 directed the Milwaukee County Transit System (MCTS) to provide a report on the results of the New Freedom Initiative to promote fixed route service to qualifying passengers with disabilities. This report is in following up to that directive.

The main purpose of the New Freedom Initiative is to expand the independence of persons with disabilities by removing barriers to their use of fixed route transit services. Benefits of this initiative include empowering individuals with choice and independence, while conserving scarce resources. In these pursuits, the New Freedom Initiative has been very successful.

People with disabilities are using the bus system more often to meet their transportation needs. When buses became wheelchair accessible about a decade ago, the number of passengers who boarded with a wheelchair increased annually for several years, but then wheelchair ridership leveled off and the increases substantially stopped. However once the New Freedom program was initiated, the upward trend returned with last year being a record year. In 2011, individuals that use wheelchairs boarded MCTS buses over 76,600 times.

Since 2008, MCTS efforts in the New Freedom Initiative has centered on four major components: Community Outreach; Travel Training; Barrier Removal; and New Freedom Pass Program.

Community Outreach

Community Outreach activities are used to solicit input on how transit can become more user friendly to persons with disabilities and older adults. Community Outreach also encompasses communicating the benefits and advantages of taking the bus to Transit Plus clients, seniors, students with disabilities, teachers, parents and guardians, social service providers and Family

Care agencies. Presentations, materials and a video are all used to get the message out. The video is available on-line at: <http://www.ridemcts.com/Programs/New-Freedom/>

Travel Training

The Travel Training program is designed to facilitate small specialized group training, and one-on-one travel training when necessary. A bus orientation training program has been developed and is used at high schools to help orient special needs students to the bus. The program consists of a presentation in a classroom setting that includes transit history, current services provided, and tips on proper use of the transit system. The orientation program concludes with a bus ride to better acclimate potential riders to the bus so that anxiety associated with a first bus ride can be minimized. In 2011, bus orientation training was provided 2 to 3 times each month throughout the County. Community Outreach in 2011 included 59 presentations for 2,000 participants. MCTS provided one-on-one travel training in 2011 for 120 individuals. And, since 2009, MCTS has engaged over 3,000 participants in group travel training and 285 in one-on-one travel training.

Physical Barrier Removal

Removal of physical barriers helps to eliminate obstacles to taking the bus. Older adults and persons with disabilities that use mobility devices, such as wheelchairs, can have a difficult time boarding or alighting from a bus if there isn't a paved area for them. MCTS has made good progress in making bus stops ADA accessible. In 2011, 17 new ADA compliant bus pads were constructed. Since 2009, bus pads have been installed at 69 bus stops.

New Freedom Pass Program

The adopted 2012 transit budget directed MCTS to continue to coordinate with the Office for Persons with Disabilities and other County agencies to continue to provide free rides on the fixed route system for eligible persons with disabilities. Offering free rides on fixed route transit to persons with disabilities who would have otherwise continued to use more costly paratransit services has proven effective as an incentive for developing interest in education/outreach and travel training by individuals and groups.

The New Freedom Pass is a tremendous complement to the mobility management activities described above. A New Freedom Pass is provided free of charge to conditionally eligible paratransit clients to encourage them to take the bus instead of the more costly option of a paratransit van ride. This pass empowers the consumer to choose a transportation option that is voluntary, spontaneous, safe and cost effective. The pass represents a strategy that is supportive of providing for universal access to all MCTS services. In 2011, for example, over 2,300 paratransit clients were provided with a New Freedom pass, up from 1300 clients in 2009. Also, passengers boarding in wheelchairs have increased from nearly 52,000 in 2009 to over 76,000 rides in 2011.

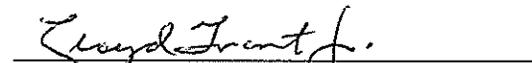
RECOMMENDATION

This report is informational only.

Prepared by: Daniel A. Boehm, Chief Administrative Officer, MCTS
and Lloyd Grant, Jr., Managing Director, MCTS

Approved by:


Frank Busalacchi, Director
Department of Transportation


Lloyd Grant, Jr.
Managing Director, MCTS

cc: Chris Abele, Milwaukee County Executive
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Terrence Cooley, Chief of Staff, County Board of Supervisors
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Chris Abele
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive
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Pat Farley, Director, Department of Administrative Services
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James Martin, Fiscal and Budget Analyst, Department of Administrative Services

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 21, 2012

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

FROM: Frank Busalacchi, Director, Milwaukee County Department of Transportation
Lloyd Grant, Jr., Managing Director, MCTS

SUBJECT: GreenLine MetroEXpress Service North of the Milwaukee River

POLICY

2012 budget amendment 1A073 directs MTS/MCTS to report on how it intends to address transit needs specific to the elderly and persons with disabilities in the densely populated area served by former Route 15 along Oakland Avenue from Whitefish Bay down to and including Brady Street, and to include specific steps which MCTS has taken to consider the accessibility of bus stops and paths of travel in the areas where underlying bus service has been eliminated.

BACKGROUND

On January 29, 2012, MCTS began service on three new express bus routes including the MetroEXpress GreenLine (Bayshore–Airport) which links the Bayshore Town Center, the University of Wisconsin-Milwaukee, Downtown Milwaukee and Mitchell International Airport. The GreenLine replaces former Route 15 bus service from Downtown to Bayshore along Water Street, Brady Street, Oakland Avenue, Marlborough Avenue and Silver Spring Drive.

In general, stop spacing for local bus stops on arterial streets in urban areas is approximately every 700 feet, or between seven to eight stops per mile. Most U.S. transit systems use a standard of six to eight bus stops per mile (every 660 to 880 feet) outside of the central business district. The established MCTS service standard for local bus stops is no less than 600 feet (1/8 mile) or more 1,250 feet (1/4 mile). Local service provides more convenient walk distances by its more frequent stops.

In contrast, express bus service on arterial streets attempts to offer a faster ride for trips by its less frequent stops. Access is not characteristic of freeway flyer service because passenger accessibility along the route is greater, but with a limited number of stops. For these reasons, stops are generally made at transfer corners to facilitate transfer connections with local routes and major traffic generators such as a shopping mall or university. Bus stops are typically spaced about every six (6) blocks or one-half (1/2) mile when operating express bus service. Bus stops for local bus service are typically spaced about every two (2) blocks.

As part of the pre-service change and post-service change process, MCTS considered the ease to which service is accessible by seniors and disabled persons. Since the nature of the GreenLine MetroEXpress route is intended to operate faster than regular bus service, removal of some local stops is an essential component. Careful consideration was given as to which local stops to remove. For the most part, stop spacing on the MetroEXpress GreenLine is about every two to three blocks. Specific steps that MCTS took into consideration of the location and accessibility of bus stops include:

Pre-Service Change:

- Considered the degree to which local stops could be continued without compromising the speediness of express bus service. Stops are not limited to transfer corners and major traffic generators.
- Evaluated stop spacing to avoid situations that would require passengers to walk more than one additional block to get to/from a bus stop.
- Identified bus stops with highest ridership levels in an effort to minimize negative impact of stop removal.
- Considered paths of travel by retaining bus stops where bus shelters, crosswalks and controlled intersections exist in an effort to maximize safety and convenience.
- Considered proximity of bus stops to major destinations.
- Attended community meetings to share route planning progress and listened to resident concerns. Incorporated resident concerns prior to finalizing the list of bus stops to be removed.

Post-Service Change:

- Visiting senior living facilities along the route and meeting directly with residents who are affected by the route and/or bus stop change.
- Offering one-on-one travel training for individuals who are concerned with how the changes affect their commute to/from the bus stop. This includes on-site travel and educational training at various locations in the community for seniors and persons with disabilities.
- Collecting and evaluating ridership data to determine route effectiveness including the factor of no underlying local service.

- Collecting and evaluating customer feedback via telephone, email, website and community outreach.
- Developing web-based and on-street surveys to help assess the impact and effectiveness of the service changes.

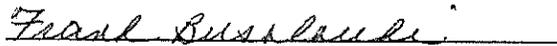
MCTS is actively engaged in continuous review and evaluation of the recent service changes. Customer feedback on the GreenLine has been very positive which we believe reflects the strategic approach taken by MCTS to minimize passenger walk distances while maintaining limited stop express service.

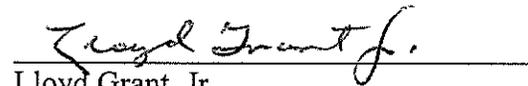
RECOMMENDATION

This report is for informational purposes unless otherwise directed.

Prepared by: Sandra J. Kellner, Chief Operating Officer, MCTS
and Lloyd Grant, Jr., Managing Director, MCTS

Approved by:


Frank Busalacchi, Director
Department of Transportation


Lloyd Grant, Jr.
Managing Director, MCTS

cc: Chris Abele, Milwaukee County Executive
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
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Pat Farley, Director, Department of Administrative Services
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James Martin, Fiscal and Budget Analyst, Department of Administrative Services

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 21, 2012

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

FROM: Frank Busalacchi, Director, Milwaukee County Department of Transportation
Lloyd Grant, Jr., Managing Director, MCTS

SUBJECT: Temporary Bus Stop Locations at Southridge Mall

POLICY

MCTS periodically provides informational updates to the Committee on transit issues.

BACKGROUND

This report is to provide the Committee with a brief update on the temporary rerouting of bus service at Southridge Mall. Renovation of the mall is well underway and necessitates relocation of bus stops away from areas under construction. In January 2012, Transit and DOT staff met with mall management to discuss the routing of transit service on mall property during the current phase of construction. Temporary routing and layover changes for fixed bus Routes 14, 55, 64 and 76 as well as the Transit Plus stop were implemented on February 6, 2012. The fixed route layover includes a passenger shelter and an ADA accessible platform which was constructed by Southridge Mall. Transit and DOT staff anticipate meeting with Southridge management in spring 2012 to discuss permanent routing and layover locations. The current phase of construction is expected to be completed around June 2012.

The attached map identifies the temporary bus rerouting changes currently in effect.

RECOMMENDATION

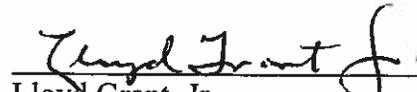
This report is informational only unless otherwise directed.

Prepared by: Michael J. Giugno, Deputy Director, MCTS

Approved by:



Frank Busalacchi, Director
Department of Transportation



Lloyd Grant, Jr.
Managing Director, MCTS

Supervisor Michael Mayo, Sr.

Page 2

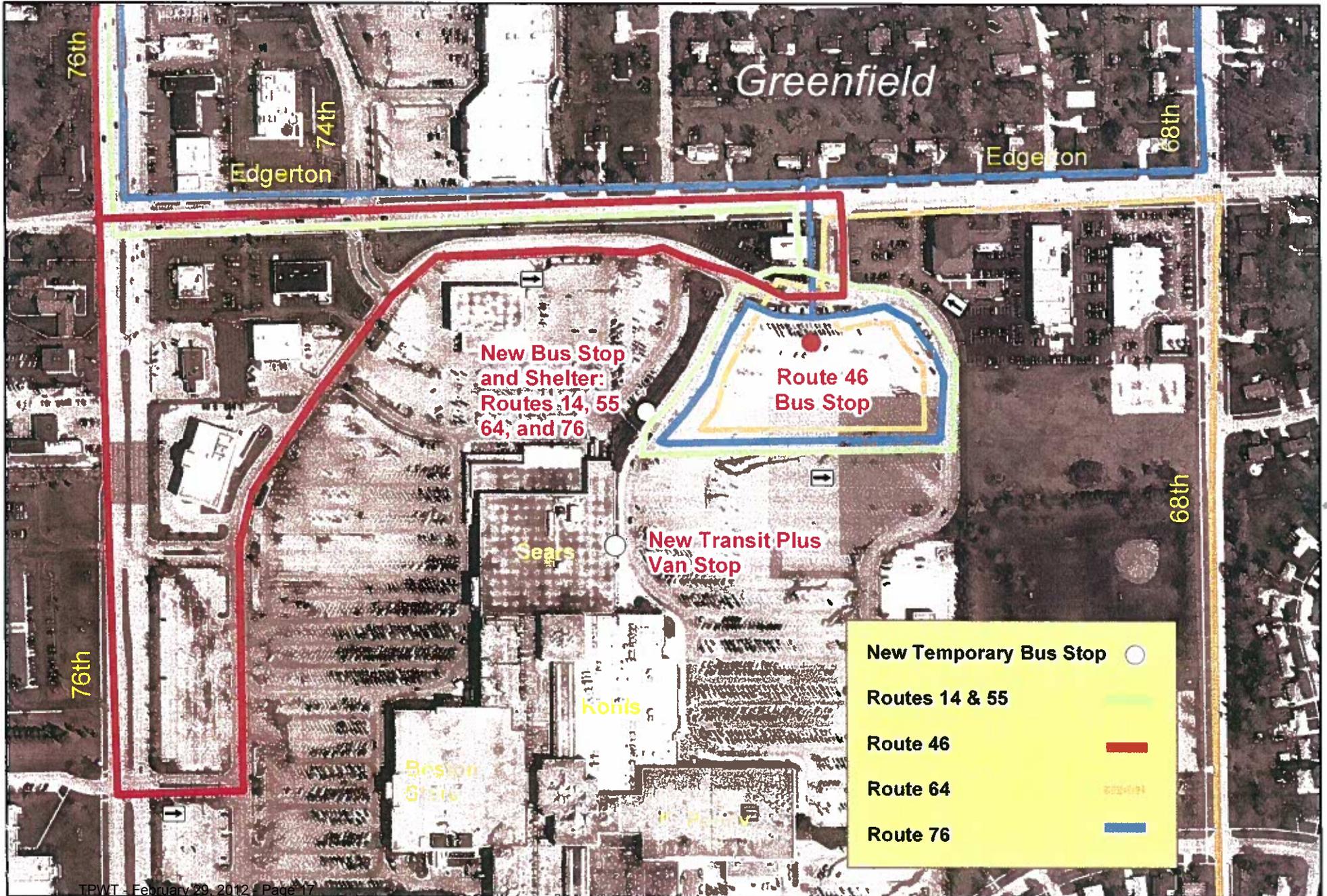
February 21, 2012

cc: Chris Abele, Milwaukee County Executive
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Terrence Cooley, Chief of Staff, County Board of Supervisors
Amber Moreen, Chief of Staff, Milwaukee County Executive Chris Abele
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Pat Farley, Director, Department of Administrative Services
Pam Bryant, Interim Fiscal and Budget Administrator, Department of Administrative Services
James Martin, Fiscal and Budget Analyst, Department of Administrative Services

MCTS Temporary Service Changes at Southridge

Routes 14, 46, 55, 64, & 76

Effective February 6, 2012



**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: February 7, 2012

TO: Supervisor Lee Holloway, Chairperson, County Board of Supervisors

FROM: William Shaw, MCAMLIS Program Manager, Department of Administrative Services

SUBJECT: **2012 Milwaukee County Ortho/Oblique Imagery Acquisition**

POLICY

The Director of the Department of Administrative Services (DAS) requests authority to execute the 2nd flight phase of a 6-year License Agreement and enter into a professional services contract providing for the acquisition of countywide high-resolution digital Orthophotographic and Oblique imagery.

BACKGROUND

The Milwaukee County Automated Mapping and Land Information System (MCAMLIS) Steering Committee approved a project at its 12/9/2011 meeting authorizing the 2nd flight of a three (3) flight agreement to acquire “AccuPlus” Aerial Image data utilizing technology developed by the Pictometry International Corporation of Rochester, New York.

An RFP was drafted, released and evaluated based on multiple technical and cost criteria in 2010. The RFP received an insufficient number of responses having received valid proposals from only 2 vendors. Of the two responses one vendor was rejected due to not meeting the County’s schedule requiring Spring 2010 Leaf- Off conditions. One vendor was determined to have the capacity to meet the specific technical and scheduling requirements of this project. A technical and cost review of this response was conducted and found that Pictometry International Corporation of Rochester New York met all the criteria as specified in the RFP with regard to the project and budget.

In March 2010 Milwaukee County entered into a 6 year License Agreement with Pictometry International Corporation specifying 3 separate flights and resultant data to be collected on subsequent 2 year intervals with the 1st flight and data delivery to be conducted in the Spring of 2010. Future flights and deliveries under this agreement are specified as contingent on approved funding. The 1st of three flights was conducted and the results delivered in September 2010. As specified in the agreement subsequent flights are contingent on the availability and approval of funding of future flights. The 2nd flight was approved by the MCAMLIS Steering Committee on 9/13/2011 and received final funding approval at the Committee meeting held on 12/9/2011¹.

¹ In adopting the 2012 Budget the Milwaukee County Board of Supervisors authorized expenditures for MCAMLIS to be used for GIS data acquisition, of which this activity is included.

In December of 2010, the County entered into a cost sharing agreement with the Southeastern Regional Planning Commission (SEWRPC) whereby the County paid 20% of the 1st flight cost of \$118,944 for a total cost to the county of \$23,789. SEWRPC paid the remaining 80% totaling \$95,155. The 2nd flight of the six-year agreement with Pictometry International, if approved will be paid entirely by Milwaukee County. The cost of this flight is \$134,495 and approval for this amount is requested herein.

Pictometry International, Inc. has performed its work well and has been responsive in addressing any and all technical and data quality issues over multiple image acquisitions for the county dating back to 2006. In addition, Pictometry has requested and received certification of their image products by both SEWRPC and United States Geological Survey. Per the request of DAS, Pictometry International has placed the 2012 flight on their spring flight calendar and is prepared to perform this work and deliver the products as specified in the 2010 1st flight agreement.

Included is an approved DBE Participation Waiver.

RECOMMENDATION

The Director of DAS recommends and requests that he be authorized to enter into a professional services contract with Pictometry International, Inc for the acquisition of digital Orthophotographic and Oblique image products as specified in the License Agreement entered into on 3/25/2010. The cost of the 2nd flight contract will be \$134,495 or less.

Prepared by: William Shaw, MCAMLIS Project Manager

Approved by:

Brian Taffora, Director
DAS-ECD

cc: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office

**COUNTY OF MILWAUKEE
DBE Participation Recommendation Form
Professional Services**

County Contract/Project Manager: William Shaw Date: 1/27/2012
 Building: City Campus Room No. 426 Phone: 278-2176
 Fund: _____ Agency: 119 Org No. 1199 Project No. 1199-12001
 Project Name: 2012 Milwaukee County Ortho/Oblique Imagery

Work/Project Description (Scope): This project will complete years 3 & 4 of a 6 year License Agreement for purposes of acquiring high resolution (6") color ortho and oblique digital aerial photography to be used for purposes of planning, navigation, mapping and engineering throughout Milwaukee County. The work entails the aero collection of digital images through means of a highly accurate and calibrated system utilizing specialized and proprietary technologies and experience. Image capture will be conducted in 2012 during leaf-off and cloudless conditions. Final delivery will be made in digital format within 120 days post flight operations. No work will be performed on-site as part of this contract by vendor staff. All work will be performed at vendor facilities or as part of the in-flight operations carried out as part of this contract.

Government Funding (State, Federal)? N If Yes, Type/Dept. _____
 [State or Federal (i.e. UMTA, DOT, FAA, etc.)]

Is Project/Contract: New X Existing _____ Amendment _____ Continuing _____ Extension _____ Non-Profit Y/N _____
 If Non-profit, please provide confirmation of Non-Profit Agency

<u>Estimated Amount</u>	<u>Recommended DBE Participation (*)</u>
<u>\$ 134,494.62</u>	<u>0 %</u>

Subcontracting Opportunities (List SIC/NAICS codes - see DBD-012PS A form)

RFP will be used (Yes/No) Y Advertising Date: 2/26/2010 Proposal Due Date: 3/12/2010

County Board Approval X County Board Committee: DPW

(*) A Zero (0%) percent total requires a WAIVER. If a Waiver is requested, please provide a detailed explanation and the completed Waiver Request Form, and have the Department/Division Head sign below.

There are virtually no opportunities for DBE participation due to the specialization of the work to be performed and the type of equipment employed. There are few firms in Wisconsin that produce this type of product and none of them are able to simultaneously capture both types of digital imagery (Orthographic & Oblique).

The original Project #5084-10002 conducted in the spring of 2010 was granted a DBE waiver. The current project #1199-12001 is a continuation of the original excepting that it is being conducted in 2012 and uses the same specifications and License Agreement. Contracting for the current project will continue to use the original RFP and specification only substituting the award amount to include a 2nd flight. Similarly, a DBE Waive was recently granted Project# 5040-08323 for '2011 Orthophoto Imaging' specifically for GMIA. The GMIA project makes use of similar technology and work experience


 Department/Division Administrator

(CBDP OFFICE USE ONLY) Indicate Determination and Return Copy to Writer

Concur with Recommendation: Y, or provide the following goal: _____ %

The contract is exempt from the DBE goal: Yes Y No _____

Approved:  Date: 2-3-12
02/06/12

COMMUNITY BUSINESS DEVELOPMENT PARTNERS (CBDP)

WAIVER REQUEST FORM

Pursuant to the May 2007 communication to all Milwaukee County department heads from County Board Chairman Lee Holloway stating his commitment to advancing Disadvantaged Business Enterprise (DBE) participation on Milwaukee County contracts, **completion of this form is required before a request for a DBE waiver can be approved.** Authority to grant DBE waivers are vested in the CBDP office, in accordance with Federal regulations, 49 CFR Part 26, and Milwaukee County Ordinances, Chapters 42 and 56.30. Upon completion, please return to DBE Liaison Officer, Freida Webb, fwebb@milwcnty.com THANKS.

Please complete the following information:

Department Requesting Waiver: Department of Administrative Services

Department Contact Person & Phone Number: William Shaw ph: 278-2176

Type of Contract Service (Service being provided & name of vendor/provider):

Countywide Digital Aerial imagery to include certified digital orthophotography and oblique image data. The selected vendor is Pictometry International Inc. Rochester New York

Contract Amount and Term: \$134,494.62 through 2013

Rationale for Waiver Request (Why you are recommending no DBE participation?):

This current contract is for years 3 & 4 of a 6 year License Agreement beginning in 2010 with Pictometry International whereby a flight to acquire digital photo images was/will be conducted in the spring of 2010, 2012 and 2015. There are virtually no opportunities for DBE participation due to the specialization of the work to be performed and the type of equipment employed. There are few firms in Wisconsin that produce this type of product and none of them are able to simultaneously capture both types of images (ortho & Oblique).

The original Project #5084-10002 conducted in the spring of 2010 was granted a DBE waiver. The current project #1199-12001 is a continuation of the original excepting that it is being conducted in 2012 and uses the same specifications and License Agreement. Contracting for the current project will continue to use the original RFP and specification only substituting the award amount to include a 2nd flight.

Similarly, a DBE Waive was recently granted Project# 5040-08323 for '2011 Orthophoto Imaging' specifically for GMIA. This project makes use of similar technology and work experience.

Request for additional information:

- A) **What do you recommend directly or indirectly to include DBE participation?** Contracting with qualified DBE firms was deemed cost prohibitive in 2010. A Certificate of Good Faith Efforts submitted by the vendor details research in this regard. (DBD-001PS attached)
-
- B) **If DBE participation is not possible, is there a way to improve equal employment opportunities?** Perhaps through further discussion with CBDP management aimed at identifying opportunities outside of this contract and its extensions regarding future flights.
-
- C) **Can DBE participation be included for the contractor in other areas related or unrelated to this project?** Unfortunately not at this time.

1 From the Committee on

3 File No. *
4 (Journal, *)

6 (ITEM NO.) From the Director of Administrative Services requesting authority to
7 execute the 2nd flight phase of a 6-year License Agreement and enter into a
8 professional services contract providing for the acquisition of countywide high-
9 resolution digital Orthophotographic and Oblique imagery.

11 A RESOLUTION

13 WHEREAS, by resolution adopted on November 8, 1990, the Milwaukee
14 County Board of Supervisors, working in cooperation with the utilities concerned,
15 created a public-private partnership to implement the Milwaukee County automated
16 mapping and land information system, including creation of a Steering Committee to
17 provide oversight in the implementation of the system recommended in SEWRPC
18 Community Assistance Planning Report No. 177; and

20 WHEREAS, the aforereferenced Milwaukee County resolution adopted on
21 November 8, 1990, further authorized the execution of a Cooperative Agreement
22 between Milwaukee County and the public and private utilities serving Milwaukee
23 County, whereby the County and such utilities agreed to jointly fund the development
24 of the Milwaukee County automated mapping and land information system), such
25 Agreement delegating to the aforereferenced Steering Committee full responsibility
26 for all policy matters relating to the conduct of the work program, including proposed
27 contracts and specifications and the selection of contractors; and

29 WHEREAS, The Milwaukee County Automated Mapping and Land Information
30 System (MCAMLIS) Steering Committee has approved a project at its 12/9/2011
31 meeting authorizing the 2nd flight of a three (3) flight agreement to acquire "AccuPlus"
32 Aerial Image data utilizing technology developed by the Pictometry International
33 Corporation of Rochester, New York; and

35 WHEREAS, in January of 2010, Milwaukee County selected Pictometry
36 International Corporation through the Request for Proposal process having been the
37 only vendor evaluated as capable of meeting specific technical and delivery
38 specifications; and

40 WHEREAS, In March 2010 Milwaukee County entered into a 6 year License
41 Agreement with Pictometry International Corporation specifying 3 separate flights and
42 resultant data to be collected on subsequent 2 year intervals with the 1st flight and
43 data delivery to be conducted in the Spring of 2010, whereby the 1st of three flights
44 was conducted and the results delivered in September 2010; and

46 WHEREAS, Future flights and deliveries under this agreement are contingent
47 upon funding approval; whereby, the 2nd flight funding was approved by the
48 MCAMLIS Steering at its Committee meeting held on 12/9/2011; and
49

50 BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby
51 authorizes the Director of Administrative Services to enter into a professional services
52 contract with Pictometry International, Inc for the acquisition of digital
53 Orthophotographic and Oblique image products as specified in the License
54 Agreement entered into on 3/25/2010, whereby the cost of the 2nd flight contract will
55 be \$134,495 or less.
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69 WCS
70 O:\WPDOC\GIS\WCSDOC\MCAMLIS\Projects\2012 Ortho

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/7/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: 2012 Milwaukee County Ortho/Oblique Imagery Acquisition

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" 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.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$134,495	0
	Revenue	0	0
	Net Cost	\$134,495	0
Capital Improvement Budget	Expenditure	0	
	Revenue	0	
	Net Cost	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.
-
- A. The Director of the Department of Administrative Services (DAS) requests authority to execute the 2nd flight phase of a 6-year License Agreement and enter into a professional services contract providing for the acquisition of countywide high-resolution digital Orthophotographic and Oblique imagery.
 - B. The cost of this flight is \$134,495 and funds are included for this purpose in the 2012 adopted MCAMLIS budget.
 - C. In adopting the 2012 Budget the Milwaukee County Board of Supervisors authorized expenditures for MCAMLIS to be used for GIS data acquisition, of which this activity is included. Sufficient budget allocation is in low org: 1199 Acct# 6148 totaling \$235,208.
 - D. Authorization is granted with sufficient time to physically collect the data within 2012 spring leaf-off weather conditions – a window between 3/15 and 4/15/2012

Department/Prepared By DAS/ECD MCAMLIS - William Shaw

Approved by:

Brian Taffora, Director
ECD

Did DAS-Fiscal Staff Review?

Yes

No

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**

7

DATE: December 20, 2011

TO: Lee Holloway, Chairman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit committee

FROM: Frank Busalacchi, Acting Director of Transportation

SUBJECT: **BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AIRPORT
DIVISION AND MILWAUKEE COUNTY SHERIFF DEPARTMENT**

POLICY

County Board approval is required for Milwaukee County Airport Division to enter into a building lease agreement with Milwaukee County Sheriff Department for a truck inspection facility at Milwaukee County's MKE Regional Business Park (the former 440th Air Reserve Station) at General Mitchell International Airport (GMIA).

BACKGROUND

The Milwaukee County Sheriff Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD), which is stored in a semi-trailer / trailer. The equipment has to be stored in a tempered environment.

The truck inspection facility (building 204) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff Department's request.

RECOMMENDATION

Airport staff recommends that Milwaukee County Airport Division enter into a lease agreement with Milwaukee County Sheriff Department, effective February 1, 2012, for the lease of 1,670 square feet of truck inspection facility (building 204) at Milwaukee County's MKE Regional Business Park, under standard terms and conditions for County-owned land and building space, inclusive of the following:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2012, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the office building and made available to Milwaukee County Sheriff Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 1,670 square feet of space in the building will be established at: \$1.65/sq. ft. for an approximate total of \$2,755 per year. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement the Milwaukee

County Sheriff Department will be responsible for the cost of insurance, utilities and common area maintenance charges.

FISCAL NOTE

Rental revenues will be approximately \$2,755 for the first year of the agreement.

Prepared by: Ted J. Torcivia, Airport Business Manager

Approved by:

Frank Busalacchi, Acting Director
of Transportation

C. Barry Bateman
Airport Director

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**GMA - Building 204
(former 440th USAFR)**

HOWELL AVENUE

204

COLLEGE AVENUE

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(ITEM) From the Director of Transportation requesting that the Milwaukee County Airport Division enter into a building lease agreement with Milwaukee County Sheriff Department at Milwaukee County's MKE Regional Business Park (the former 440th Air Force Reserve Station) at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, the Milwaukee County Sheriff Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD), which is stored in a semi-trailer / trailer. The equipment has to be stored in a tempered environment; and

WHEREAS, the truck inspection facility (building 204) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff Department's request; now, therefore

BE IT RESOLVED, that the Director of Transportation and the Airport Director are hereby authorized to enter into a lease agreement with Milwaukee County Sheriff Department, effective February 1, 2012, for the lease of: approximately 1,670 square feet of truck inspection facility (building 204) at Milwaukee County's MKE Regional Business Park, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2011, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to Milwaukee County Sheriff Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 1,670 square feet of space in the building will be established at: \$1.65/sq. ft. for an approximate total of \$2,755 per year. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement Milwaukee County Sheriff Department will be responsible for the cost of insurance, utilities and common area maintenance charges.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 20, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AIRPORT DIVISION AND MILWAUKEE COUNTY SHERIFF DEPARTMENT

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
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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	\$2,755.00	\$2,755.00
	Revenue	\$2,755.00	\$2,755.00
	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 airport will receive total rental revenues of \$2,755.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa01\TPW&T 12\01- Jan 2012\FISCAL NOTE - Sheriff Building 204 Lease-440th.doc

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.

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FEB 02 2012
*Sup. Jurack
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to TPWT
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(ITEM) From the Acting Director, Department of Transportation, and the Airport Director, requesting authorization to enter into a lease agreement with the Milwaukee County Sheriff's Department, effective February 1, 2012, for the lease of approximately 1,670 square feet of truck inspection facility space (Building 204) at Milwaukee County's MKE Regional Business Park (the former 440th Air Force Reserve Station), by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Milwaukee County Sheriff's Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD), which is stored in a semi-trailer/trailer and has to be stored in a tempered environment; and

WHEREAS, the truck inspection facility (Building 204) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff's Department's request; now, therefore,

BE IT RESOLVED, that the Director of the Department of Transportation and the Airport Director are hereby authorized to enter into a lease agreement with the Milwaukee County Sheriff's Department, effective February 1, 2012, for the lease of: approximately 1,670 square feet of truck inspection facility space (Building 204) at Milwaukee County's MKE Regional Business Park, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2011, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the office building and made available to Milwaukee County Sheriff's Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 1,670 square feet of space in the building will be established at: \$1.65/sq. ft. for an approximate total of \$2,755 per year, and an option to extend the lease term for an additional two (2) years shall be at the fair market value lease rate to be determined.
4. The lease agreement shall contain the current standard insurance and environmental language for similar agreements, and under these terms of this triple net lease agreement with the Milwaukee County Sheriff's Department will be responsible for the cost of insurance, utilities, and common area maintenance charges.

APPROVED AS TO FORM
Kaiberly
COMMISSION COUNSEL

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 20, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AIRPORT DIVISION AND MILWAUKEE COUNTY SHERIFF DEPARTMENT

FISCAL EFFECT:

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|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	\$2,755.00	\$2,755.00
	Revenue	\$2,755.00	\$2,755.00
	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 airport will receive total rental revenues of \$2,755.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa01\TPW&T 12\01- Jan 2012\FISCAL NOTE - Sheriff Building 204 Lease-440th.doc

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**

8

DATE: December 20, 2011

TO: Lee Holloway, Chairman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit committee

FROM: Frank Busalacchi, Acting Director of Transportation

**SUBJECT: BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE
COUNTY AIRPORT DIVISION AND MILWAUKEE COUNTY SHERIFF
DEPARTMENT**

POLICY

County Board approval is required for Milwaukee County Airport Division to enter into a building and parking lease agreement with Milwaukee County Sheriff Department for a garage and storage building at Milwaukee County's MKE Regional Business Park (the former 440th Air Reserve Station) at General Mitchell International Airport (GMIA).

BACKGROUND

The Milwaukee County Sheriff Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD) and SWAT equipment as well as their Command Post in a central location.

Their intent is to consolidate all of their storage of emergency operation vehicles in one location. The vehicle maintenance shop (building 104) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff Department's request.

RECOMMENDATION

Airport staff recommends that Milwaukee County Airport Division enter into a lease agreement with Milwaukee County Sheriff Department, effective February 1, 2012, for the lease of 7,676 square feet of vehicle maintenance facility (building 104) and approximately 20 paved parking spaces at Milwaukee County's MKE Regional Business Park, under standard terms and conditions for County-owned land and building space, inclusive of the following:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2012, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the office building and made available to Milwaukee County Sheriff Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 7,676 square feet of space in the building will be established at: \$4.50/sq. ft. for an approximate total of \$34,542 per year. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.

CMIA - Building 104
(former 440th USAF)

HOWELL AVENUE

104

COLLEGE AVENUE

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(ITEM) From the Director of Transportation requesting that Milwaukee County Airport Division enter into a building and parking lease agreement with Milwaukee County Sheriff Department at Milwaukee County's MKE Regional Business Park (the former 440th Air Force Reserve Station) at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, the Milwaukee County Sheriff Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD) and SWAT equipment as well as their Command Post in a central location; and

WHEREAS, the Milwaukee County Sheriff Department's intent is to consolidate all of their storage of emergency operation vehicles in one location. The vehicle maintenance shop (building 104) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff Department's request; now, therefore

BE IT RESOLVED, that the Director of Transportation and the Airport Director are hereby authorized to enter into a lease agreement with Milwaukee County Sheriff Department, effective February 1, 2012, for the lease of: approximately 7,676 square feet of vehicle maintenance shop (building 104); and approximately twenty (20) paved parking spaces at Milwaukee County's MKE Regional Business Park, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2011, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to Milwaukee County Sheriff Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 7,676 square feet of space in the building will be established at: \$4.50/sq. ft. for an approximate total of \$34,542 per year. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. Approximately twenty (20) paved parking spaces will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement Milwaukee County Sheriff Department will be responsible for the cost of insurance, utilities and common area maintenance charges.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 20, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AIRPORT DIVISION AND MILWAUKEE COUNTY SHERIFF DEPARTMENT

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
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<input type="checkbox"/> Use of Contingent Funds |
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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	\$34,542.00	\$34,542.00
	Revenue	\$34,542.00	\$34,542.00
	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 airport will receive total rental revenues of \$34,542.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa01\TPW&T 12\01- Jan 2012\FISCAL NOTE - Sheriff Building 104 Lease-440th doc

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.

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(ITEM) From the Acting Director, Department of Transportation, and the Airport Director, requesting authorization to enter into a lease agreement with the Milwaukee County Sheriff's Department, effective February 1, 2012, for the lease of approximately 7,676 square feet of vehicle maintenance shop space (Building 104) and approximately twenty (20) paved parking spaces at Milwaukee County's MKE Regional Business Park (the former 440th Air Force Reserve Station), by recommending adoption of the following:

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A RESOLUTION

WHEREAS, the Milwaukee County Sheriff's Department is in need of a building to house their Explosive Ordinance Disposal equipment (EOD) and Special Weapons and Tactics (SWAT) equipment as well as their Command Post in a central location; and

WHEREAS, the Milwaukee County Sheriff's Department's intent is to consolidate all of their storage of emergency operation vehicles in one location, and the vehicle maintenance shop (Building 104) at Milwaukee County's MKE Regional Business Park accommodates the Milwaukee County Sheriff's Department's request; now, therefore,

BE IT RESOLVED, that the Director of the Department of Transportation and the Airport Director are hereby authorized to enter into a lease agreement with the Milwaukee County Sheriff's Department, effective February 1, 2012, for the lease of: approximately 7,676 square feet of vehicle maintenance shop space (Building 104) and approximately twenty (20) paved parking spaces at Milwaukee County's MKE Regional Business Park, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective February 1, 2011, and ending January 31, 2015, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to the Milwaukee County Sheriff's Department at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 7,676 square feet of space in the building will be established at: \$4.50/sq. ft. for an approximate total of \$34,542 per year, and an option to extend the lease term for an additional two (2) years shall be at the fair market value lease rate to be determined.
4. Approximately twenty (20) paved parking spaces will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements, and under these terms of this triple net lease

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APPROVED AS TO FORM
CORPORATION COUNSEL

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agreement, the Milwaukee County Sheriff's Department will be responsible for the cost of insurance, utilities, and common area maintenance charges.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 20, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AIRPORT DIVISION AND MILWAUKEE COUNTY SHERIFF DEPARTMENT

FISCAL EFFECT:

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| <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
(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.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$34,542.00	\$34,542.00
	Revenue	\$34,542.00	\$34,542.00
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

9

DATE: February 3, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **AMENDMENT TO CARGO LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND FEDERAL EXPRESS CORPORATION**

POLICY

Amendments to cargo lease agreements require County Board approval.

BACKGROUND

Federal Express Corporation (Federal Express) entered into an agreement (Airport Agreement No. CR-1984) for the signatory cargo rental of 187,828 square feet of air cargo apron effective November 1, 2009.

Federal Express added an additional 29,570 square feet in order to provide sufficient parking space for a Boeing 727 aircraft under Amendment No. 1 (CR-1984a) and further added 9,000 square feet under Amendment No. 3 (CR-1984c). Federal Express is now requesting an additional 4,320 square feet in order to accommodate larger aircraft for a total rented square footage of 230,718 square feet.

RECOMMENDATIONS

In order to effectuate an amendment for the request by Federal Express for additional air cargo apron space, Airport staff recommends that Milwaukee County amend Airport Agreement No. CR-1984 between Milwaukee County and Federal Express Corporation effective March 1, 2012 to add approximately 4,320 square feet for a total of 230,718 square feet of air cargo apron space.

FISCAL NOTE

Airport revenues will increase by approximately \$10,663.65 with the allocation of additional rent to Federal Express Corporation.

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

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director

(ITEM) From the Director, Department of Transportation requesting that Milwaukee County amend the cargo lease agreement with Federal Express Corporation at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, Federal Express Corporation ("Federal Express") entered into an agreement (CR-1984) for the signatory cargo rental of 187,828 square feet of air cargo apron effective November 1, 2009; and

WHEREAS, Federal Express added an additional 29,570 square feet in order to provide sufficient parking space for a Boeing 727 aircraft under Amendment No. 1 (CR-1984a) and further added 9,000 square feet under Amendment No. 3 (CR-1984c); and

WHEREAS, Federal Express is now requesting an additional 4,320 square feet in order to accommodate larger aircraft for a total rented square footage of 230,718 square feet; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on February 29, 2012, recommended approval (vote ___ - ___) that the Airport Director amend Airport Agreement No. CR-1984 between Milwaukee County and Federal Express Corporation., to add approximately 4,320 square feet of air cargo apron at General Mitchell International Airport, effective March 1, 2012; now therefore,

BE IT RESOLVED that the Airport Director is hereby authorized to amend Airport Agreement No. CR-1984 between Milwaukee County and Federal Express Corporation to add approximately 4,320 square feet of air cargo apron at General Mitchell International Airport, effective March 1, 2012.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 3, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: AMENDMENT TO CARGO LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND FEDERAL EXPRESS CORPORATION

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	\$10,663.65	TBD
	Revenue	\$10,663.65	TBD
	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.

Airport revenues will increase by approximately \$10,663.65 with the allocation of additional rent to Federal Express Corporation.

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**

10

DATE: February 6, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **AUTHORIZATION TO ENTER INTO LETTER AGREEMENTS WITH TELECOMMUNICATION COMPANIES THAT SUBSCRIBE TO THE DISTRIBUTED ANTENNA SYSTEM (DAS) AT GENERAL MITCHELL INTERNATIONAL AIRPORT (GMIA)**

POLICY

County Board approval is required to for the execution of certain agreements at General Mitchell International Airport (GMIA).

BACKGROUND

On December 16, 2004 Milwaukee County entered into Airport Agreement No. CN-1455 with Sprint Spectrum, L.P. for the installation, operation, management and maintenance of the WI-FI Service Concession in the terminal building at GMIA. On October 5, 2007 the agreement was assigned to Concourse Communications SSP, LLC, a subsidiary of Boingo Wireless, Inc. due to an asset purchase agreement. The agreement was for an initial term of five (5) years beginning on March 1, 2005, and ending on February 28, 2010. The agreement could be renewed for one additional five (5) year term subject to the mutual agreement of both parties.

On February 4, 2010 (File No. 06-276(a)(b)) the Milwaukee County Board authorized extending Airport Agreement No. CN.1455 for an additional five year renewal term, effective March 1, 2011 and ending on February 28, 2016 with one additional five year option beginning March 1, 2016 and ending on February 28, 2021. The Board authorized these agreement extensions because Concourse was to upgrade the existing WI-FI and install a distributed antenna system (DAS) to enhance the wireless telecommunication reception in the terminal building.

Concourse is now in the process of installing the DAS due to Concourse signing a Carrier Access Agreement with AT&T. Since the DAS will be utilized only by telecommunication companies to supply voice and data to their wireless subscribers, the Carrier Access Agreement is structured so that each subscriber reimburses Concourse a proportionate share of the total costs of building the DAS based on the number of DAS subscribers. Typically businesses amortize costs over a ten year period. Concourse expects the DAS installation to be completed in summer 2012. Since the final option term of Airport Agreement No. CN-1455 expires on February 28, 2021, Concourse cannot guarantee a ten year amortization term for its subscribers. Upon the expiration of Airport Agreement No. CN-1455, the DAS becomes the property of Milwaukee County. Verizon is requesting that Milwaukee County give Verizon an assurance that Verizon will have access to the DAS for a full ten year period in order to fully amortize its investment costs in the DAS.

RECOMMENDATION

Airport staff recommends that subject to the review of the Milwaukee County Office of the Corporation Counsel, the Airport Director be authorized to execute Letter Agreements with current and future DAS subscribers that grant the subscribers a full ten year access to the GMIA DAS, beginning with the date of the carrier's access to the DAS, in order for the carriers to be able to fully amortize their financial investments in the DAS.

FISCAL NOTE

DAS revenues will be approximately \$36,000 in 2012, and approximately \$72,000 for each year thereafter. There is no effect on Milwaukee County tax levy.

Prepared by: Kathy Nelson, Airport Properties Manager

Approved by:



C. Barry Bateman
Airport Director

Frank Busalacchi
Director, Department of Transportation

(ITEM) From the Director of the Department of Transportation, recommending that Milwaukee County execute Letter Agreements with current and future Distributed Antenna System (DAS) subscribers that grant subscribers a full ten year access to the DAS at General Mitchell International Airport, beginning with the date of the carrier's access to the DAS by recommending adoption of the following:

A RESOLUTION

WHEREAS, on December 16, 2004 Milwaukee County entered into Airport Agreement No. CN-1455 with Sprint Spectrum, L.P. for the installation, operation, management and maintenance of the WI-FI Service Concession in the terminal building at GMIA.; and

WHEREAS, on October 5, 2007 the agreement was assigned to Concourse Communications SSP, LLC, a subsidiary of Boingo Wireless, Inc. due to an asset purchase agreement; and

WHEREAS, the agreement was for an initial term of five (5) years beginning on March 1, 2005, and ending on February 28, 2010 with one additional five (5) year term subject to the mutual agreement of both parties; and

WHEREAS, on February 4, 2010 (File No. 06-276(a)(b)) the Milwaukee County Board authorized extending Airport Agreement No. CN.1455 for an additional five year renewal term, effective March 1, 2011 and ending on February 28, 2016 with one additional five year option beginning March 1, 2016 and ending on February 28, 2021; and

WHEREAS, the Board authorized these agreement extensions because Concourse was to upgrade the existing WI-FI and install a distributed antenna system (DAS) to enhance the wireless telecommunication reception in the terminal building; and

WHEREAS, since the DAS will be utilized only by telecommunication companies to supply voice and data to their wireless subscribers, the Carrier Access Agreement is structured so that each subscriber reimburses Concourse a proportionate share of the total costs of building the DAS based on the number of DAS subscribers; and

WHEREAS, typically businesses amortize costs over a ten year period; and

WHEREAS, Concourse expects the DAS installation to be completed in summer 2012; and

WHEREAS, since the final option term of Airport Agreement No. CN-1455 expires on February 28, 2021, Concourse cannot guarantee a ten year amortization term for its subscribers; and

WHEREAS, upon the expiration of Airport Agreement No. CN-1455 the DAS

50 becomes the property of Milwaukee County; and

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52 WHEREAS, Verizon is requesting that Milwaukee County give Verizon an assurance
53 that Verizon will have access to the DAS for a full ten year period in order to fully amortize
54 its investment costs in the DAS; and

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56 WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting
57 on February 29, 2012, recommended approval (vote) that subject to the review of
58 the Milwaukee County Office of the Corporation Counsel, the Airport Director be
59 authorized to execute Letter Agreements with current and future DAS subscribers that grant
60 the subscribers a full ten year access to the GMIA DAS, beginning with the date of the
61 carrier's access to the DAS, in order for the carriers to be able to fully amortize their
62 financial investments in the DAS, now, therefore,

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64 BE IT RESOLVED that subject to the review of the Milwaukee County Office of the
65 Corporation Counsel, the Airport Director is authorized to execute Letter Agreements with
66 current and future DAS subscribers that grant the subscribers a full ten year access to the
67 GMIA DAS, beginning with the date of the carrier's access to the DAS, in order for the
68 carriers to be able to fully amortize their financial investments in the DAS.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 6, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: AUTHORIZATION TO ENTER INTO LETTER AGREEMENTS WITH TELECOMMUNICATION COMPANIES THAT SUBSCRIBE TO THE DISTRIBUTED ANTENNA SYSTEM (DAS) AT GENERAL MITCHELL INTERNATIONAL AIRPORT (GMIA)

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
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<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	\$36,000	\$72,000
	Revenue	\$36,000	\$72,000
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

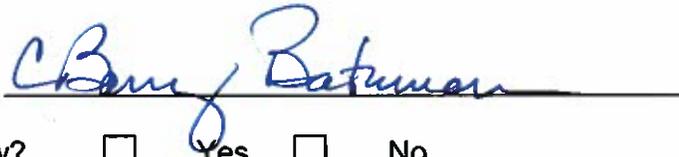
In the space below, you must provide the following information. Attach additional pages if necessary.

- 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.

Airport concession revenue will be approximately \$36,000 for the last six months of 2012, and \$72,000.00 per year thereafter. There is no effect on Milwaukee County tax levy.

Department/Prepared by: Kathy Nelson

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
INTER-OFFICE COMMUNICATION**

11

DATE: February 3, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **NEW AGREEMENT WITH NORTHWESTERN MUTUAL LIFE INSURANCE COMPANY (NML), FOR LEASE OF LAND AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

County Board authorization is required to enter into long-term lease agreements at GMIA.

BACKGROUND

On June 8, 1983, Milwaukee County entered into an agreement with NML (Airport No. HP-806) for the lease of land at General Mitchell International Airport (GMIA) on which their hangar is located. The agreement has an initial term of five (5) years, commencing June 1, 1983, with four (4) additional renewal option terms of five (5) years. The agreement is currently in its fourth of four 5-year renewal options.

NML has now requested to expand its hangar facilities at GMIA and enter into a new agreement for a lease that adds approximately 39,467 square feet of land for a total leased area of 86,548 square feet on which NML will demolish their existing hangar and construct a new aircraft hangar in which to house their newer, larger aircraft and expanding aviation department.

RECOMMENDATIONS

Airport staff recommends that Milwaukee County terminate the agreement with NML (Airport No. HP-806) and enter into a new lease agreement with NML, for the lease of approximately 86,548 square feet of land at GMIA, under the standard terms and conditions for new corporate hangar construction of similar class and size, inclusive of the following:

1. The termination of the existing agreement with NML (Airport No. HP-806) and the terms of a new agreement shall be binding and take effect upon execution by all parties hereto (the "Effective Date"). The term and obligation to pay rent shall not commence until the Date of Substantial Beneficial Occupancy ("SBO"), which shall mean the date specifically designated in a written notice to Lessee from the Airport Director that the hangar is completed to the extent that it is usable, but no later than one (1) year after the effective date. Said notice shall be attached to and be deemed a part of this Agreement.

2. In recognition of the significant investment, the agreement shall be for an initial term of five (5) years, commencing on the date of SBO, with four (4) additional renewal option terms of five (5) years.
3. Commencing on the Date of SBO, Lessee agrees to pay Lessor the then-current land rental rate in effect for the approximate 86,548 square feet of land.
4. The rental rate shall be adjusted by Lessor each July 1, based on the percentage increase or decrease in the Consumer Price Index (All Urban Consumers) for the Milwaukee area as published by the U.S. Department of Labor, Bureau of Labor Statistics, or the generally accepted national replacement or successor index, as readjusted to the base month and computed by comparison of the then-current January index with the index of the preceding January.
5. The agreement shall contain the current standard insurance and environmental language for protection of the County as it pertains to hangar and lease agreements.

FISCAL NOTE

Land rental will be approximately \$27,115 per year, which is \$15,858 more than the current lease payment for land rental.

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

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director

H:\Private\Clerk Typist\Aa01\TPW&T 1202- Feb 2012\REPORT - NML Hangar Expansion.doc

(ITEM) From the Director, Department of Transportation requesting that Milwaukee County enter into a new agreement with Northwestern Mutual for the lease of land on which to build a new hangar facility at General Mitchell International Airport by recommending adoption of the following.

RESOLUTION

WHEREAS, on June 8, 1983, Milwaukee County entered into an agreement with Northwestern Mutual Life Insurance Company (NML) (Airport No. HP-806) for the lease of land on which their hangar is located at General Mitchell International Airport (GMIA); and

WHEREAS, the agreement has an initial term of five (5) years, commencing June 1, 1983, with four (4) additional renewal option terms of five (5) years; and

WHEREAS, the agreement is currently in its fourth of four 5-year renewal options; and

WHEREAS, NML has now requested to expand its hangar facilities at GMIA and enter into a new agreement for a lease that adds approximately 39,467 square feet of land for a total leased area of 86,548 square feet on which NML will demolish their existing hangar and construct a new aircraft hangar in which to house their newer, larger aircraft and expanding aviation department; and

WHEREAS, Airport staff recommends that Milwaukee County terminate Airport Agreement No. HP-806 and enter into a new lease agreement with NML for the lease of approximately 86,548 square feet of land at GMIA, under the standard terms and conditions for new corporate hangar construction of similar class and size, inclusive of the following:

1. The termination of the existing agreement with NML (Airport No. HP-806) and the terms of a new agreement shall be binding and take effect upon execution by all parties hereto (the "Effective Date"). The term and obligation to pay rent shall not commence until the Date of Substantial Beneficial Occupancy ("SBO"), which shall mean the date specifically designated in a written notice to Lessee from the Airport Director that the hangar is completed to the extent that it is usable, but no later than one (1) year after the effective date. Said notice shall be attached to and be deemed a part of this Agreement.

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2. In recognition of the significant investment, the agreement shall be for an initial term of five (5) years, commencing on the date of SBO, with four (4) additional renewal option terms of five (5) years.
 3. Commencing on the Date of SBO, Lessee agrees to pay Lessor the then-current land rental rate in effect for the approximate 86,548 square feet of land.
 4. The rental rate shall be adjusted by Lessor each July 1, based on the percentage increase or decrease in the Consumer Price Index (All Urban Consumers) for the Milwaukee area as published by the U.S. Department of Labor, Bureau of Labor Statistics, or the generally accepted national replacement or successor index, as readjusted to the base month and computed by comparison of the then-current January index with the index of the preceding January.
 5. The agreement shall contain the current standard insurance and environmental language for protection of the County as it pertains to hangar and lease agreements; and

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WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on February 29, 2012, recommended approval (vote ___ - ___) that the Director of Transportation and the County Clerk to terminate Airport Agreement No. HP-806 and enter into a new agreement between Milwaukee County and Northwestern Mutual for the lease of approximately 86,548 square feet of land on which to build their hangar facility at General Mitchell International Airport; now therefore,

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BE IT RESOLVED that the Director, Department of Transportation and the County Clerk are hereby authorized to terminate Airport Agreement No. HP-806 and enter into a new agreement between Milwaukee County and Northwestern Mutual for the lease of land on which to build their hangar facility at General Mitchell International Airport.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 3, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: NEW AGREEMENT WITH NORTHWESTERN MUTUAL LIFE INSURANCE COMPANY (NML), FOR LEASE OF LAND AT GENERAL MITCHELL INTERNATIONAL AIRPORT

FISCAL EFFECT:

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| <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
(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.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$15,858	TBD
	Revenue	\$15,858	TBD
	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.

Land rental will be approximately \$27,115 per year, which is \$15,858 more than the current lease payment for land rental.

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

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa01\TPW&T 12\02- Feb 2012\FISCAL NOTE - NML Hangar Expansion.doc

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**

12

DATE: February 3, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **SALE OF HANGAR FROM MARSHALL & ILSLEY CORPORATION TO RITE-HITE CORPORATION, AND ENTER INTO A NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND RITE-HITE CORPORATION**

POLICY

County Board approval is required for hangar sales and hangar lease assignments at General Mitchell International Airport (GMIA).

BACKGROUND

On July 26, 2006, Milwaukee County entered into Lease Agreement No. HP-1549 with Marshall & Ilsley Corporation for the lease of approximately 21,500 square feet of land at GMIA on which to operate and maintain an aircraft hangar. The agreement was for an initial term of five (5) years, commencing June 1, 2006 and ending May 31, 2011, provided, however, that Lessee had the right to renew this Agreement for one (1) additional term of five (5) years upon the same terms and conditions. Marshall & Ilsley Corporation exercised the five (5) year renewal option in 2011.

Marshall & Ilsley Corporation is now requesting that Milwaukee County approve the sale of the hangar facilities to Rite-Hite Corporation and agree to terminate Lease Agreement No. HP-1549 between Milwaukee County and Marshall & Ilsley Corporation.

Rite-Hite Corporation is further requesting that Milwaukee County approve the purchase of the hangar from Marshall & Ilsley Corporation and agree to enter into a new lease agreement between Milwaukee County and Rite-Hite Corporation.

RECOMMENDATION

Airport staff recommends that Milwaukee County approve the sale of the Marshall & Ilsley Corporation hangar facilities to Rite-Hite Corporation, approve the termination of Lease Agreement No. HP-1549, and enter into a new lease agreement between Milwaukee County and Rite-Hite Corporation under the standard terms and conditions for corporate hangars of similar class and size at GMIA, under the standard terms and conditions for new corporate hangar construction of similar class and size, inclusive of the following:

1. The termination of Airport Agreement No. HP-1549 and the terms of a new agreement shall be binding and take effect upon the Date of Sale. The term and obligation to pay rent shall not commence until the Date of Sale.
2. The agreement shall be for an initial term that expires November 13, 2013, commencing on the Date of Sale, with one (1) additional renewal option term of five (5) years.

3. Commencing on the Date of Sale, Lessee agrees to pay Lessor the then-current land rental rate in effect for the approximate 21,500 square feet of land.
4. The rental rate shall be adjusted by Lessor each July 1, based on the percentage increase or decrease in the Consumer Price Index (All Urban Consumers) for the Milwaukee area as published by the U.S. Department of Labor, Bureau of Labor Statistics, or the generally accepted national replacement or successor index, as readjusted to the base month and computed by comparison of the then-current January index with the index of the preceding January.
5. The agreement shall contain the current standard insurance and environmental language for protection of the County as it pertains to hangar and lease agreements.

FISCAL NOTE

Land rental revenue will be approximately \$6,735.95 for the first year of the agreement.

Prepared by: Dan Huebner, Contract Payment Specialist

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director

(ITEM) From the Director, Department of Transportation requesting that Milwaukee County approve the sale of the Marshall & Ilsley Corporation Hangar facilities to Rite Hite Corporation, terminate Lease Agreement No. HP-1549, and enter into a new lease agreement between Milwaukee County and Rite-Hite Corporation effective upon the date of acquisition for the lease of approximately 21,500 square feet of land on which to operate and maintain an aircraft hangar at General Mitchell International Airport by recommending adoption of the following.

RESOLUTION

WHEREAS, on July 26, 2006, Milwaukee County entered into Lease Agreement No. HP-1549 with Marshall & Ilsley Corporation for the lease of approximately 21,500 square feet of land on which their hangar is located at General Mitchell International Airport (GMIA); and

WHEREAS, the agreement has an initial term of five (5) years, commencing June 1, 2006 and ending May 31, 2011 with one (1) additional renewal option terms of five (5) years; and

WHEREAS, the agreement is currently in its first of one 5-year renewal options; and

WHEREAS, Marshall & Ilsley Corporation is now requesting that Milwaukee County approve the sale of the hangar facilities to Rite-Hite Corporation and agree to terminate Lease Agreement No. HP-1549 between Milwaukee County and Marshall & Ilsley Corporation; and

WHEREAS, Rite-Hite Corporation is further requesting that Milwaukee County approve the purchase of the hangar from Marshall & Ilsley Corporation and agree to enter into a new lease agreement between Milwaukee County and Rite-Hite Corporation effective upon the date of acquisition; and

WHEREAS, Airport staff recommends that Milwaukee County terminate Airport Agreement No. HP-1549 and enter into a new lease agreement with Rite-Hite Corporation for the lease of approximately 21,500 square feet of land at GMIA effective upon the date of acquisition, under the standard terms and conditions for corporate hangars of similar class and size at GMIA under the standard terms and conditions for new corporate hangar construction of similar class and size, inclusive of the following:

1. The termination of Airport Agreement No. HP-1549 and the terms of

47 a new agreement shall be binding and take effect upon the Date of Sale. The
48 term and obligation to pay rent shall not commence until the Date of Sale; and
49

50 2. The agreement shall be for an initial term that expires November 13,
51 2013, commencing on the Date of Sale, with one (1) additional renewal option
52 term of five (5) years; and
53

54 3. Commencing on the Date of Sale, Lessee agrees to pay Lessor the
55 then-current land rental rate in effect for the approximate 21,500 square feet of
56 land; and
57

58 4. The rental rate shall be adjusted by Lessor each July 1, based on the
59 percentage increase or decrease in the Consumer Price Index (All Urban
60 Consumers) for the Milwaukee area as published by the U.S. Department of
61 Labor, Bureau of Labor Statistics, or the generally accepted national
62 replacement or successor index, as readjusted to the base month and
63 computed by comparison of the then-current January index with the index of
64 the preceding January; and
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66 5. The agreement shall contain the current standard insurance and
67 environmental language for protection of the County as it pertains to hangar
68 and lease agreements; and
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70 WHEREAS, the Transportation, Public Works and Transit Committee, at its
71 meeting on February 29, 2012, recommended approval (vote ___ - ___) that the
72 Director, Department of Transportation and the County Clerk approve the sale
73 of the Marshall & Ilsley Corporation Hangar facilities to Rite Hite Corporation,
74 terminate Lease Agreement No. HP-1549, and enter into a new lease agreement
75 between Milwaukee County and Rite-Hite Corporation effective upon the date
76 of acquisition for the lease of approximately 21,500 square feet of land on which
77 to operate and maintain an aircraft hangar at General Mitchell International
78 Airport; now therefore,
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80 BE IT RESOLVED that the Director, Department of Transportation and the
81 County Clerk are hereby authorized to approve the sale of the Marshall & Ilsley
82 Corporation Hangar facilities to Rite Hite Corporation, terminate Lease
83 Agreement No. HP-1549, and enter into a new lease agreement between
84 Milwaukee County and Rite-Hite Corporation effective upon the date of
85 acquisition for the lease of approximately 21,500 square feet of land on which to
86 operate and maintain an aircraft hangar at General Mitchell International
87 Airport.
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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 3, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: SALE OF HANGAR FROM MARSHALL & ILSLEY CORPORATION TO RITE-HITE CORPORATION, AND ENTER INTO A NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND RITE-HITE CORPORATION

FISCAL EFFECT:

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| <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
(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.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$6,735.95	TBD
	Revenue	\$6,735.95	TBD
	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.

Land rental revenue will be approximately \$6,735.95 for the first year of the agreement.

Department/Prepared by: Dan Huebner, Contract Payment 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: February 8, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **UPDATE ON GENERAL MITCHELL INTERNATIONAL AIRPORT -
2011 YEAR-END STATISTICS**

POLICY

Informational report.

BACKGROUND

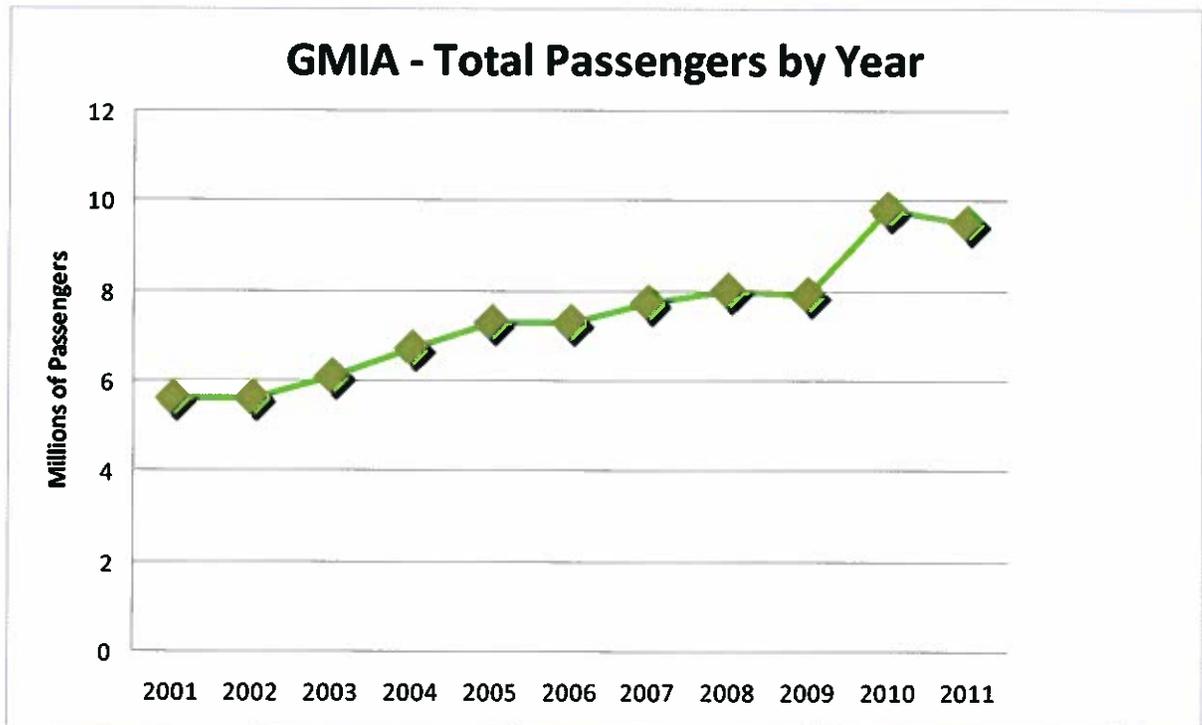
For the first five months of 2011, the Airport hosted record numbers of passengers - the finale of a spectacular 21-consecutive month run of increased (average increase each month was 20.3%) passenger traffic and commercial airline operations, which began in September of 2009. In June, passenger numbers began to flatten as anticipated, and the Airport finished the year with a decrease of 3.31% in total (enplaned and deplaned) passengers (compared to 2010) along with a decrease of 10.07% in total (arriving and departing) commercial airline operations. The fourth-quarter of 2011 saw the greatest declines, which significantly impacted our year-end numbers, with total passenger traffic dropping 11.84% and total commercial airline operations dropping 20.38%.

The drop in 4th quarter passenger numbers corresponds with two significant airline changes. In fall of 2011, Frontier Airlines began a series of flight reductions eliminating small plane service, which the company said was unprofitable. In Milwaukee, Frontier cut nearly a third of its flights by terminating service to Green Bay, Madison, Dayton, Cleveland, Des Moines and Minneapolis, and reduced the frequency of flights on other routes. The reduction in flights on Frontier also reduced the number of passengers making a transfer in Milwaukee. Frontier is owned by Indianapolis based Republic Airways Holdings, Inc., which brought it and the former Milwaukee based Midwest Airlines in 2009.

Also in 2011, Southwest Airlines acquired AirTran Airways, which created some changes in air service at GMIA. Southwest does not enter into marketing agreements with feeder airlines as AirTran did, and therefore small plane service on Skywest to AirTran's hub at GMIA was eliminated.

Airline changes are not unique to GMIA. The airport and airline industry is feeling the effects of high fuel costs, a sluggish economy, and consolidation of airlines. In addition

to Republic Airways' purchase and merger of Frontier and Midwest Airlines, US Airways has acquired America West, Delta has merged with Northwest, United and Continental are combining, and most significant to Milwaukee, Southwest has acquired Airtran. Many airlines are being forced to eliminate routes or at least reduce the frequency of flights to existing destinations, which is impacting airports across the country. However, despite the most recent changes and reductions at GMIA, the airport in 2011 served far more travelers than even two years ago, when the number of passengers using the airport totaled just over 7.9 million.



Prepared by: Kevin Demitros, Airport Planning Analyst

Approved by:


Frank Busalacchi, Director
Department of Transportation


C. Barry Bateman
Airport Director

Cc: Supervisor Lee Holloway, Chairman, County Board of Supervisors

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: February 6, 2012
TO: Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee
FROM: Frank Busalacchi, Director, Department of Transportation
SUBJECT: MONUMENT FEATURE ON AIRPORT SPUR – INFORMATIONAL ONLY

POLICY ISSUE

This report is for informational purposes.

BACKGROUND

In 2012, the Wisconsin DOT will be reconstructing the Airport Spur (State Highway 119), including new lanes, signage, lighting and landscaping. The entrance corridor into the airport will be greatly improved.

Also in 2012 and 2013, the Airport is constructing a total replacement of the terminal roadway signage, which will greatly improve the look and utility of the internal roadway system.

For the past year, Airport staff has been discussing with the State the placement of a monument sign in the State road right of way, to provide an iconic feature at the Airport's main entranceway. The State has significant regulations on the placement of non-State signs and features in State road rights-of way. The outcome of the discussion is State preliminary approval of a monument sign which will provide a significant entry feature for GMIA.

RECOMMENDATION

This report is for informational purposes.

FISCAL NOTE

The State is funding the improvements to Highway 119 – the spur. Airport capital project WA161 is funding the terminal roadway sign project. Airport Development funds are being provided for the monument sign. The estimated cost is \$350,000. There is no tax levy impact.

Supv. Michael Mayo, Sr.
February 6, 2012
Page 2

Prepared By: C. Barry Bateman, Airport Director

Approved By:

Frank Busalacchi, Director
Department of Transportation


C. Barry Bateman
Airport Director

CC: Lee Holloway, Chairperson, Milwaukee County Board of Supervisors

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**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE : February 7, 2012

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

FROM : Frank Busalacchi, Director, Department of Transportation

SUBJECT : **AMENDMENT TO SPUR MAINTENANCE AGREEMENT BETWEEN THE WISCONSIN DEPARTMENT OF TRANSPORTATION AND GENERAL MITCHELL INTERNATIONAL AIRPORT (GA-2080)**

POLICY ISSUE

Amendments to agreements require County Board approval.

BACKGROUND

In 2010, the County Board approved of entering into a maintenance agreement with the Wisconsin Department of Transportation for the Airport to provide maintenance of an upgraded landscaping design that the State will install along the State rights – of – way adjacent to the Airport spur, Highway 119. (County Board File No. 10-305).

As part of the State's approval of placement of a monument sign in the center island right – of – way, the State is requiring that the maintenance agreement be amended to include maintenance by the Airport of the monument feature.

Elements of the agreement amendment include the following:

1. Inspect electrical / lighting components yearly. Replace any nonfunctional component of the electrical / lighting system, as necessary.
2. Inspect truss supports yearly. Replace any damaged truss component as necessary.
3. Monitor anchor bolts yearly, repair as necessary.
4. Inspect letters yearly. Touch up paint on any exposed metal as necessary. Clean and prime any corroded areas before painting.
5. Coordinate gateway inspection with landscape inspections for joint access.

6. In the event of a major vehicle strike that severely damages or knocks down the gateway feature, replace all damaged gateway components and install new duplicate structure.
7. The Airport or the Department may remove the Gateway Monument and, in that event, the party removing the monument will restore the land on which the monument sits to its original condition. WISDOT reserves the right to remove the monument with 90 days notice. If the monument is removed, it will be turned over to the airport along with all incidental items.

RECOMMENDATION

Airport staff recommends that the County Board approve of amending the spur landscaping maintenance agreement to include maintenance of the monument feature.

FISCAL NOTE

Sufficient Airport funds are available in maintenance account #6620. There is no tax levy impact.

Prepared By: C. Barry Bateman, Airport Director

Approved By:

Frank Busalacchi, Director
Department of Transportation


C. Barry Bateman
Airport Director

(Item) From the Director of the Department of Transportation requesting authorization to amend Agreement GA-2080 between the Wisconsin Department of Transportation and General Mitchell International Airport, for Airport spur maintenance, by recommending adoption of the following:

RESOLUTION

WHEREAS, in 2010, the County Board approved of entering into a maintenance agreement with the Wisconsin Department of Transportation for the Airport to provide maintenance of an upgraded landscaping design that the State will install along the State rights – of – way adjacent to the Airport spur, Highway 119. (County Board File No. 10-305); and

WHEREAS, as part of the State's approval of placement of a monument sign in the center island right – of – way, the State is requiring that the maintenance agreement be amended to include maintenance by the Airport of the monument feature; and

WHEREAS, elements of the agreement amendment include the following:

1. Inspect electrical / lighting components yearly. Replace any nonfunctional component of the electrical / lighting system, as necessary.
2. Inspect truss supports yearly. Replace any damaged truss component as necessary.
3. Monitor anchor bolts yearly, repair as necessary.
4. Inspect letters yearly. Touch up paint on any exposed metal as necessary. Clean and prime any corroded areas before painting.
5. Coordinate gateway inspection with landscape inspections for joint access.
6. In the event of a major vehicle strike that severely damages or knocks down the gateway feature, replace all damaged gateway components and install new duplicate structure.

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7. The Airport or the Department may remove the Gateway Monument and, in that event, the party removing the monument will restore the land on which the monument sits to its original condition. WISDOT reserves the right to remove the monument with 90 days notice. If the monument is removed, it will be turned over to the airport along with all incidental items; and

WHEREAS, Airport staff recommends amending the spur landscaping maintenance agreement to include maintenance of the monument feature; now, therefore,

BE IT RESOLVED, the Director, Department of Transportation is hereby authorized to amend Agreement GA-2080 between the Wisconsin Department of Transportation and General Mitchell International Airport, for Airport spur maintenance.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 7, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: AMENDMENT TO SPUR MAINTENANCE AGREEMENT BETWEEN THE WISCONSIN DEPARTMENT OF TRANSPORTATION AND GENERAL MITCHELL INTERNATIONAL AIRPORT (GA-2080)

FISCAL EFFECT:

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| <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
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" 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.

	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.

Sufficient Airport funds are available in maintenance account #6620. There is no tax levy impact.

Department/Prepared by: C. Barry Bateman, Airport Director

Authorized Signature



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

H:\Private\Clerk Typist\Aa01\TPW&T 12\02- Feb 2012\FISCAL NOTE - Airport Spur Maint Agrmt Amendmt.doc

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**

16

DATE: February 3, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **INFORMATIONAL REPORT ON NOISE MANAGEMENT PROGRAM AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

Informational.

BACKGROUND

Milwaukee County retained Corlett, Skaer & Devoto Architects, Inc. (CSDA) to manage the implementation of the various noise mitigation and abatement projects that were recommended in the Federal Aviation Regulations (FAR) Part 150 Study, adopted by the County Board and approved by the Federal Aviation Administration (FAA). These recommendations included residential sound insulation, purchase of aviation easements, sales assistance, and acquisition of non-compatible land. Attached is a report from CSDA describing their work to date.

Please note that the summer 2011 debate in Congress regarding reauthorization funding for the FAA did impact ongoing progress of this program since grants from that funding are the primary funding source for the Airport's Noise Mitigation Program (NMP). In a normal federal funding cycle, the Airport would have received the NMP grant in March. The NMP program, for all of 2011, operated on funding carried over from 2010; the 2011 grant was not received until October.

Due to the delay in FAA funding, CSDA staff in July had to stop initiating new work on the NMP until such time as the new federal grant was received. The NMP office was kept open with minimal staff, to finish sound-insulating the homes on which construction had started, and to hold off on beginning the sound-insulation process on any additional homes until the anticipated grant monies were in hand. The program management team contacted the NMP contractors and their subcontractors, and the homeowners who were currently in some phase of the program, to let them know of this delay.

In October 2011, an extension of the FAA reauthorization bill was passed, which triggered the release of NMP grant funding to our airport (along with funding to many other airports throughout the U.S. that had projects on hold). The program management team then contacted the NMP contractors and their subcontractors, and the homeowners who were currently in some phase of the program, to let them know of the FAA funding delay.

In late October formal approval of the FAA grant funding was received by the Airport. The program team and contractors spent the months of November and December ramping back up to continue the treatment of homes.

CSDA sponsored and NMP staff participated in the Milwaukee County DBE Expo with the goal to recruit additional minority and women contractors to work on the NMP. In January 2012, the NMP conducted a second contractor training session to build contractor capacity for the program.

Contractor participation to date includes ten local prime contractors. Seven of the ten prime contractors are DBE certified. Fifty-four subcontractors representing various trades such as Plumbing, Electrical, Insulation, Mechanical and Painting participated in the first training program. Twenty-one of the fifty-four participating subcontractors are DBE certified firms. To date, construction contracts that have been issued have an overall DBE participation rate of 61%.

Attached please find an NMP summary report from CSDA.

RECOMMENDATION

This report is informational only.

Prepared by: Kim M. Berry, A.A.E., Airport Noise Program Manager

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director

cc: Lee Holloway, Chairman, County Board of Supervisors



January 27, 2012

To: Supervisor Michael Mayo, Chairperson
Transportation, Public Works and Transit Committee

Re: **General Mitchell International Airport - Airport Area Noise Management Program Project No. 1004.01**

Subject: **Status Report**

Dear Mr. Chairman,

Background

CSDA was retained to provide program management services related to the implementation of the Land Use Management Recommendations made in the FAA approved FAR Part 150 Noise Compatibility Study Update. These recommendations include:

- Voluntary sound insulation of noise sensitive land uses (such as single family and multi-family homes) at or above the 65 DNL contour, using the FAA approved Noise Exposure Map.
- Voluntary acquisition of aviation easements over non-compatible land uses at or above the 65 DNL contour, using the FAA approved Noise Exposure Map.
- Voluntary sales assistance for property owners at or above the 65 DNL contour, using the FAA approved Noise Exposure Map. This recommendation provides property owners with proportional compensation and assistance to sell their homes.
- Acquisition of non-compatible land or undeveloped land zoned for residential use at or above the 65 DNL contour, using the FAA approved Noise Exposure Map.

In order to successfully implement the program elements, the CSDA consultant team consists of:

KPH Construction Corporation, a firm with 6 years of experience on the previous sound insulation program (HOPP).

Hill International, a construction management firm, with extensive expertise in program document management and construction management.

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PSOMAS, an engineering consultant firm with expertise in database mapping and Geographic information Systems.

Geiger Engineering, a Milwaukee-based electrical engineering firm.

Engineering Concepts, a Waukesha-based full service engineering firm that provides mechanical engineering design services.

Toki & Associates, Inc., a Wisconsin-based MBE/DBE/SBE firm specializing in architectural and engineering services.

Weiss & Company, LLC, a Milwaukee based DBE marketing and public relations agency, with previous marketing support experience at GMIA.

First Weber Group Realtors, a Wisconsin-based real estate firm that provides sales and relocation assistance to homeowners

Friebert, Finerty & St. John, S. C., a Milwaukee law firm that provides legal services

Acquisition Sciences II, LLLP, a firm specializing in acquisition of right-of-ways and easements, relocation and property management

Chicago Title – utilizing a local office in Waukesha, Chicago Title provides limited title search and assistance to clear titles of deficiencies.

Start-up Phase

The Noise Management Program (NMP) start-up phase has been completed. Activities in the start-up phase included:

- Staffing and furnishing of the NMP Office, including a public program display of sound-rated materials
- Conducted a “Land Use Study” to verify parcels within the FAA approved Noise Boundary and prioritize homes for NMP participation
- Completed development and implementation of a parcel based database for tracking and reporting purposes

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- Completed development and implementation of a Document Management System (DMS) to provide auditable recordkeeping/file structure for all program documents
- Conducted pre- and post construction acoustical testing of 20% of homes to be treated.
- Obtained approval of all recommended product selections, including sound-rated door and window products
- Development and completion of Construction Specifications Manual
- Met with representatives of Building Departments in the program area (St. Francis, Cudahy, Oak Creek and City of Milwaukee) to determine permitting and code requirements
- Developed NMP Policies and Procedures Manual
- Completed development of NMP collateral materials (Program brochure, Homeowner Orientation presentation, Program Application, letters, AANMP website, window and door selection sheets, Contractor Notebooks, etc.)
- Completed development of NMP legal documents (Participation Agreement, Avigation Easement, etc.)
- Conducted outreach and training for local contractors, including prime contractors and subcontractors
- Provided State of Wisconsin Required Lead Safe Renovation classes for certification of NMP contractors
- Held an Open House for County Officials and Airport Noise Advisory Committee
- Participated in Milwaukee County's DBE Expo
- Created and implemented a "Bid Cycle" schedule for the residential sound insulation of the first 300 homes

Current Activities

Each homeowner that agrees to participate in the Residential Sound Insulation option of the NMP is placed into "group" and begins a process of approximately 10 months duration ("Bid

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Cycle”), from initial program outreach through the construction process. As of February 2012, the NMP is conducting, or has completed, activities for nine (9) such groups, with plans to start a new group every six weeks. It is the goal of the NMP to complete the treatment of 18-20 homes each month, utilizing the previously successful Single Parcel Method (SPM).

Bid Cycle	Parcels
Pilot	11
A1	15
A2	14
A3	16
A4	17
B1	17
B2	18
B3	20
B4	20
Total	148

Each group of homes or “Bid Cycle” has three major components: Outreach, Design and Construction.

Outreach Definition

The Outreach portion of the NMP describes the activities related to identifying groups of eligible parcels within the noise boundary and offering NMP participation to each group. NMP staff, or Homeowner Agents, prepares NMP initial offer packets and follow-up with non-responsive Homeowners. Homeowners attend an orientation session where they are presented with NMP options. Homeowners complete the Program Application and select a program option. The Homeowner Agents conduct an initial visit of the home to determine if there are any mitigating conditions which would preclude acoustical treatment, such as extensive deferred maintenance, structural damage, title or significant lien issues. Once these activities are completed, the “Design” process begins.

Current Outreach Status	Parcels
Sound Insulation Option	148
Avigation Easement Option	13
Deferred, Declined or No Response	53
Total Initial Offers	214

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Design Definition

The Design portion of the NMP begins when an approved list of Homeowners assigned to a Bid Group is received by the Design Manager, following the Outreach process. Design ends when the final design documents are completed, the dwelling is bid and Milwaukee County has awarded the bid to the recommended Contractor chosen through the bid selection process.

Current Design Status	Bid Cycle	Parcels
Scheduled Design Visits	Pilot-B4	148
Completed Design Visits	Pilot-A3	56
Completed Homeowner Selection	Pilot-B2	108
Bid Process	Pilot-B1	90

Construction Definition

The Construction portion of the NMP begins after the Milwaukee County Noise Program Manager awards the construction contract to the Contractor chosen through the bid and award process (during the Design phase), and ends when construction is complete for the dwelling, the final inspection has been conducted, all work has been accepted by the Homeowner and the County and the satisfaction survey and warranty documents have been given to the Homeowner. The contractor's work is reviewed by Milwaukee County Facilities Management Skilled Trades Staff during the course of construction for quality control.

Current Construction Status	Bid Cycle	Parcels
Contracts Awarded	Pilot-A4	73
Materials Ordered	Pilot-A4	73
Construction Starts	Pilot-A2	40
Construction Completed	Pilot-A1	26

Contractor Participation

To date, ten (10) Prime Contractors have been qualified to bid on the Residential Sound Insulation work. Seven (7) of the ten (10) Prime Contractors are DBE certified. Fifty-four (54) subcontractors representing various trades, such as Mechanical, Plumbing, Electrical, Carpentry, Insulation and Painting, participated in the Contractor Training Program. Of the fifty-four (54) participating subcontractors, twenty-one (21) represent DBE certified companies. Twenty (20) additional contractors and subcontractors have recently completed training in the program and will be included in future bid cycles.

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A DBE participation goal in construction contracts has been established at 25%. The following chart outlines the percentage of the awarded contracts to date committed to participating Prime Contractor and/or subcontractor DBE firms.

Bid Cycle	DBE Participation
Pilot	62%
A1	63%
A2	68%
A3	56%
A4	56%
Average	61%

Sincerely,

Airport Area Noise Management Program

Tim Anderson, AIA, NCARB, LEED AP
NMP Program Manager

cc: File
Kim Berry, GMIA

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**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

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DATE: February 3, 2012

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

FROM: Frank Busalacchi, Director, Department of Transportation

SUBJECT: **PROFESSIONAL SERVICE CONTRACT AMENDMENT BETWEEN MILWAUKEE COUNTY AND CORLETT, SKAER & DEVOTO ARCHITECTS, INC. (CSDA)**

POLICY

County Board approval is required for the amendment of certain Professional Service Contracts.

BACKGROUND

Implementation of the FAA-approved FAR Part 150 Noise Study Update recommendations required hiring a consultant to manage and implement the Airport Area Noise Management Program (NMP). The NMP is the result of recommendations made in the Federal Aviation Regulation Part 150 Noise Compatibility Program approved by the FAA in June 2009. The program consists of providing all of the consulting and management services necessary to implement the various land and noise mitigation programs of the Noise Compatibility Program (NCP) including the modification of approximately 650 residences to reduce the impacts of aircraft-generated noise on the occupants, voluntary land acquisition, sales assistance and aviation easements. The program is being conducted using the single parcel method.

CSDA is a full-service architectural firm specializing in the design and implementation of airport sound mitigation programs. The CSDA consultant team consists of:

- KPH Construction, a firm with six years of experience on the previous Milwaukee program.
- Hill International, a construction management firm with extensive expertise in program documentation management.
- PSOMAS, an engineering consultant firm with expertise in mapping, Geographic Informational Systems and construction management.
- Geiger Engineering, a Milwaukee-based electrical engineering firm.
- Engineering Concepts, a Waukesha-based full-service engineering firm that will address mechanical engineering design services.
- Toki & Associates, a Wisconsin-based MBE/DBE/SBE firm specializing in architectural and engineering services.
- Weiss, & Company, a Milwaukee-based DBE marketing and public relations agency, with previous marketing support experience at GMIA.

In a September 24, 2009 Resolution, the County Board approved of retaining CSDA as the program management consultant for implementation of the Noise Management Program. A professional services contract was executed on March 11, 2010 between Milwaukee County and CSDA for a term of 24 months with a not-to-exceed value of \$9,034,427.70. On March 31, 2010, the County authorized CSDA to proceed with program set-up and residential sound insulation tasks identified in the NMP Scope of Work, including:

- Staffing and furnishing the NMP office, including a public product display of sound treatment products used in the program
- Conducted verification of over 700 homes to identify those within the FAA-approved boundary and to prioritize those for participation from most loud to least loud
- Developed program materials including homeowner manuals, specifications, and program policy manuals
- Conducted DBE recruitment sessions in association with the County's Office of Community Business Development Partners
- Conducted outreach and training of local contractors, including prime contractors and subcontractors
- Provided State of Wisconsin required "Lead Safe Renovation" classes for NMP contractors
- Conducted treatment of a "Pilot Group" of homes to verify product appropriateness including pre- and post-acoustical testing of all pilot group homes
- Created and implemented a "Bid Cycle" for the first 300 homes

This Amendment No. 1 of the contract between Milwaukee County and CSDA shall have a term of twelve months (April 1, 2012 to March 31, 2013). Overall expenditures associated with implementation of the NMP for the twelve-month term include approximately \$520,768 for inspection services provided by Milwaukee County Facilities Management staff, \$8,725,200 for construction contracts with local contractors, and CSDA professional services fees of \$5,432,865 for a total of approximately \$14,678,833. Amending the CSDA contract will continue the implementation of the NMP to sound insulate approximately 18-20 homes per six-week period over the twelve-month term of the proposed amendment.

DBE Utilization

CSDA has committed to continue the 17% DBE involvement on the project including the utilization of Toki & Associates and Weiss & Company. DBE participation for the contractors is 61% to date.

RECOMMENDATION

Authorize the Department of Transportation-Airport Division to amend its March 31, 2010 contract with Corlett, Skaer & Devoto Architects, Inc., adding \$5,432,865 (for a term of 12 months: April 1, 2012 to March 31, 2013) for the current phase of the design and implementation of Milwaukee County's Airport Area Noise Management Program.

FISCAL NOTE

The GMIA Noise Management Program is fully funded in Capital Project WA 064. FAA approval of the individual study elements makes the Airport eligible for Federal funding. Subject to FAA authorization and appropriations, noise projects are eligible for 80% Federal funding and 10% State funding, with the Airport providing a 10% Local funding share through its Passenger Facility Charge (PFC) program. Amendment 1 of the contract will have no fiscal effect on the tax levy of Milwaukee County.

Prepared by: Kim M. Berry, A.A.E., Airport Noise Program Manager

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director

(Item) From the Director, Department of Transportation requesting that Milwaukee County approve the amendment of a Professional Service Contract with Corlett, Skaer & Devoto Architects, Inc. (CSDA) to continue the implementation of the residential sound insulation program at General Mitchell International Airport (GMIA) by recommending adoption of the following:

RESOLUTION

WHEREAS, implementation of the FAA-approved FAR Part 150 Noise Study Update recommendations required hiring a consultant to manage and implement the Airport Area Noise Management Program (NMP); and

WHEREAS, the NMP is the result of recommendations made in the Federal Aviation Regulation Part 150 Noise Compatibility Program approved by the FAA in June 2009; and

WHEREAS, the program consists of providing all of the consulting and management services necessary to implement the various land and noise mitigation programs of the Noise Compatibility Program (NCP) including the modification of approximately 650 residences to reduce the impacts of aircraft-generated noise on the occupants, voluntary land acquisition, sales assistance and avigation easements; and

WHEREAS, the program is being conducted using the single parcel method; and

WHEREAS, CSDA is a full-service architectural firm specializing in the design and implementation of airport sound mitigation programs; and

WHEREAS, the CSDA consultant team consists of:

- KPH Construction, a firm with six years of experience on the previous Milwaukee program.
- Hill International, a construction management firm with extensive expertise in program documentation management.
- PSOMAS, an engineering consultant firm with expertise in mapping, Geographic Informational Systems and construction management.
- Geiger Engineering, a Milwaukee-based electrical engineering firm.
- Engineering Concepts, a Waukesha-based full-service engineering firm that will address mechanical engineering design services.
- Toki & Associates, a Wisconsin-based MBE/DBE/SBE firm specializing in architectural and engineering services.

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- Weiss, & Company, a Milwaukee-based DBE marketing and public relations agency, with previous marketing support experience at GMIA; and
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50 WHEREAS, in a September 24, 2009 Resolution, the County Board
51 approved of retaining CSDA as the program management consultant for
52 implementation of the Noise Management Program; and
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54 WHEREAS, a professional services contract was executed on March 11,
55 2010 between Milwaukee County and CSDA for a term of 24 months with a not-
56 to-exceed value of \$9,034,427.70; and
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58 WHEREAS, on March 31, 2010, the County authorized CSDA to proceed
59 with program set-up and residential sound insulation tasks identified in the NMP
60 Scope of Work, including:
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- Staffing and furnishing the NMP office, including a public product display of sound treatment products used in the program
 - Conducted verification of over 700 homes to identify those within the FAA-approved boundary and to prioritize those for participation from most loud to least loud
 - Developed program materials including homeowner manuals, specifications, and program policy manuals
 - Conducted DBE recruitment sessions in association with the County's Office of Community Business Development Partners
 - Conducted outreach and training of local contractors, including prime contractors and subcontractors
 - Provided State of Wisconsin required "Lead Safe Renovation" classes for NMP contractors
 - Conducted treatment of a "Pilot Group" of homes to verify product appropriateness including pre- and post-acoustical testing of all pilot group homes
 - Created and implemented a "Bid Cycle" for the first 300 homes; and
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80 WHEREAS, this Amendment No. 1 of the contract between Milwaukee
81 County and CSDA shall have a term of twelve months (April 1, 2012 to March 31,
82 2013); and
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84 WHEREAS, overall expenditures associated with implementation of the
85 NMP for the twelve-month term include approximately \$520,768 for inspection
86 services provided by Milwaukee County Facilities Management staff, \$8,725,200
87 for construction contracts with local contractors, and CSDA professional services
88 fees of \$5,432,865 for a total of approximately \$14,678,833; and
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90 WHEREAS, amending the CSDA contract will continue the implementation
91 of the NMP to sound insulate approximately 18-20 homes per six-week period

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over the twelve-month term of the proposed amendment; and

WHEREAS, CSDA has committed to continue the 17% DBE involvement on the project including the utilization of Toki & Associates and Weiss & Company. DBE participation for the contractors is 61% to date; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on February 29, 2012, recommended approval (vote___-___) to amend the Professional Service Contract with CSDA, to continue the implementation of the residential sound insulation program, now, therefore,

BE IT RESOLVED that the Director, Department of Transportation and the County Clerk are hereby authorized to amend the Professional Services Contract with Corlett, Skaer & Devoto Architects, Inc. (CSDA) to continue the implementation of the Airport Area Noise Management Program for a term of twelve months, beginning April 1, 2012.

H:\Private\Clerk Typist\Aa01\TPW&T 12\02- Feb 2012\RESOLUTION - CSDA Professional Services Amendment No. 1.doc

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 3, 2012

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: PROFESSIONAL SERVICES CONTRACT AMENDMENT BETWEEN
MILWAUKEE COUNTY AND CORLETT, SKAER & DEVOTO ARCHITECTS,
INC. (CSDA)**

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input checked="" type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input checked="" type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	4,074,651	1,358,217
	Revenue	4,074,651	1,358,217
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

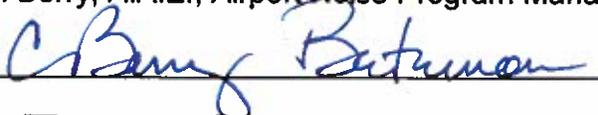
In the space below, you must provide the following information. Attach additional pages if necessary.

- 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 Noise Management Program is fully funded in Capital Project WA 064. FAA approval of the individual study elements makes the Airport eligible for Federal funding. Subject to FAA authorization and appropriations, noise projects are eligible for 80% Federal funding and 10% State funding, with the Airport providing a 10% Local funding share through its Passenger Facility Charge (PFC) program. Amendment 1 of the contract will have no fiscal effect on the tax levy of Milwaukee County.

Department/Prepared by: Kim M. Berry, A.A.E., Airport Noise Program Manager

Authorized Signature



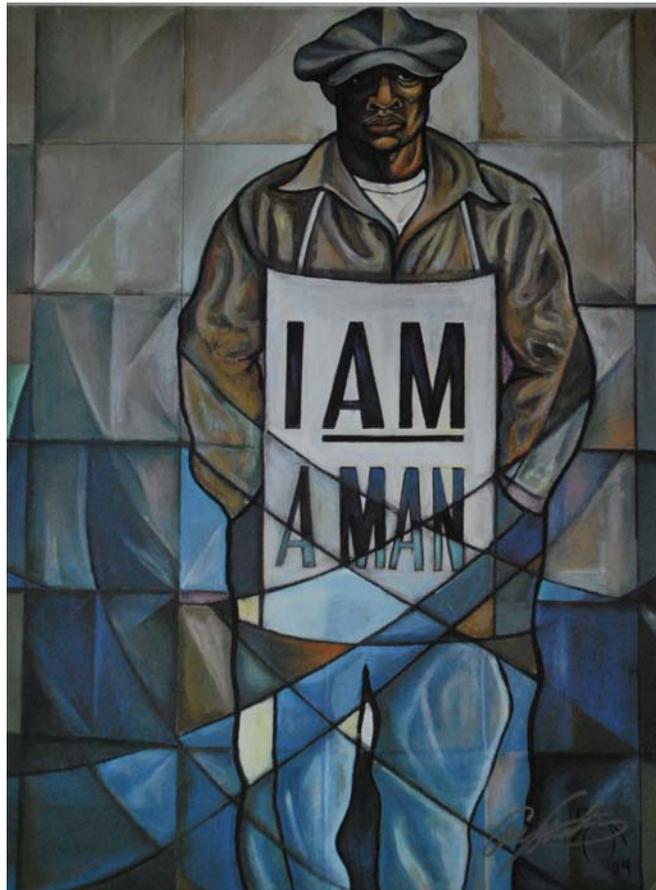
Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa01\TPW&T 12\02- Feb 2012\FISCAL NOTE - CSDA Professional Services Amendment No. 1.doc

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.

America's Black Holocaust Museum
General Mitchell International Airport Exhibit Proposal



February 2012

Committee on Transportation, Public Works & Transit

Activity: Creating a standing exhibit at General Mitchell International Airport by America's Black Holocaust Museum (ABHM) to serve as a proud example of Milwaukee's rich and diverse history.

Purpose: To showcase Multiculturalism and promote ABHM.

Theme: A welcoming exhibit highlighting the diversity of Wisconsin through the contributions of notable figures advancing this cause from all walks of life.

Timing: Exhibit opening May/June 2012. Duration is flexible. Exhibit themes and content will be updated twice per year.

Funding: ABHM will cover the costs of research and content. ABHM will request the County of Milwaukee to provide space, electricity and help host a modest kickoff event at the Airport exhibit site.

Description

The ABHM will selectively comb through its archives to develop exhibits that will show foreign and domestic visitors to Mitchell Airport the history and contributions primarily of African Americans and others who were committed to Multiculturalism. The benefit of such an exhibit is it gives us who live in the County and beyond an opportunity to factually frame and present our unique common experience. Furthermore, it will positively punctuate the continuing challenge of our changing demographic.

Benefit

The exhibit will provide visitors and residents an opportunity to share in our collective history and culture.

Logistics

We are seeking an exhibit space of least 150 square feet. The exhibit will consist primarily of panels with photos, art and historical captions. TV monitors with looped DVD's will tell these stories on film. To make the exhibit interactive, computer monitors with our new website and links to associated websites will be available for visitors whose interest run deeper.

Concept Narrative

Wisconsin has a history of activism and self-determination through the efforts of people from diverse backgrounds and experiences coming together. The legacy of Dr. James Cameron, the only known survivor of a lynching, and subsequently the ABHM, has been and continues to be a point of interest locally, nationally and internationally. The closing of the museum shortly following the death of its founder was a great loss to the community as a whole. In the past year there has been an enlivened group of individuals and organizations committed to reviving the museum as a symbol of our collective ability to overcome even our most intractable challenges. In addition to the proposed installation at General Mitchell International Airport, the museum is in the development stage with multiple institutions around the city for which similar exhibits will be on display. It is our hope that the exhibit at the Mitchell Airport will be the flagship. Earlier this month, in honor of Dr. Cameron's birthday, February 25, the museum launched the first phase of the America's Black Holocaust Virtual Museum. Our vision for the General Mitchell International Airport exhibit is to feature a kiosk from which the virtual museum can be experienced and accented by a backdrop of artifacts from the actual museum's archives. The America's Black Holocaust Museum exhibit at General Mitchell International Airport could serve as an extraordinary addition to the already impressive renovation that is a powerful reflection of our past, present and future. This is a concept that could provide a great service to the City, County, State, Country and the World.

Summary

The opportunity to showcase the ABHM collection at one of Wisconsin's premiere gateways is exciting. This appears to be a big win for the State of Wisconsin and its gateway visitors. This is a chance to frame our own story and show the growing pains and subsequent triumphs metropolitan areas must endure to become great as Milwaukee County continues to be.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

19

DATE: February 7, 2012

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

FROM: Patrick Farley, Director of Administrative Services

SUBJECT: DAS –FM STAFFING PLAN/CONSULTANT USE FOR 2012 CAPITAL IMPROVEMENTS

POLICY

Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services, Facilities Management Division (DAS-FM) shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit an updated report on public works capital projects requiring the use of any professional services contract.

BACKGROUND

The Department of Administrative Services, Facilities Management Division has reviewed the approved 2012 adopted capital projects and has established the attached updated staffing and consultant use plan proposals for each. There are no significant changes to this staffing plan from that proposed in the adopted capital budget.

We have also indicated on the attached spreadsheets our recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DAS-FM. In 2012, the Zoo will manage the Zoo Master Plan, the Department of Transportation (DOT) will manage Fleet Equipment Acquisition and County Special Assessments and IMSD will manage the Legislative Workflow and Public Access Program and the Fiscal Automation Program. County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project.

RECOMMENDATION

The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for approved 2012 adopted capital projects.

Supervisor Lee Holloway

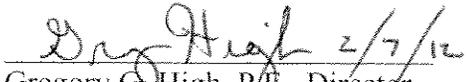
Page 2

Date: February 7, 2012

Prepared by: Gregory G. High

Approved by:


Patrick Farley, Director
Department of Administrative Services


Gregory G. High, P.E., Director
AE&ES Section, DAS-FM Division

PF:GGH:

Attachments (3): 2012 Capital Project Staffing Plan
 Chapter 56, Section 56.20
 Chapter 56, Section 56.30 (4)(a)(1)

cc: Chris Abele, Milwaukee County Executive
 Terrence Cooley, Chief of Staff, County Board of Supervisors
 Amber Moreen, Chief of Staff, County Executive's Office
 Frank Busalacchi, Director, DOT
 Barry Bateman, Director, Airport Division, DOT
 Pam Bryant, Interim Fiscal and Budget Administrator, DAS
 Scott Manske, Controller, DAS
 Vince Masterson, Fiscal and Budget Analyst, DAS

DAS Facilities Management Division AE&ES Staffing Plan
 2012 Adopted Capital Improvements
 Milwaukee County

Proj	Sub- Proj	Project Description	2012 Adopted	SIGNATURE AUTHORITY		Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN			CONSTRUCTION MANAGEMENT			RFP
				OWNER	DAS-FM					CNTY & CONSUL	CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL	CONSUL	
TRANSPORTATION AND PUBLIC WORKS																
Highway																
WH		Total Highway														
Transit																
WT		Total Transit														
Airports																
WA123	WA12301	GMIA Airfield Safety Improvements	200,000		X	May-12	October-12	Tim Kipp	X					X		
WA135	WA13501	GMIA Runways 1L-19R & 7R-25L Intersection Repaving	2,750,000		X	April-12	December-12	Paul Montalto			Baker	X	X			
WA139	WA13901	GMIA - Redundant Main Electric Service Feed	7,405,000		X	December-12	2013	Mary Turner			HGA	X		X	Concord X	
WA141	WA14101	GMIA Training Facility	2,415,000		X	June-12	June-13	Bernie Mielcarek			Otto & Quorum	X	X			
WA142	WA14201	LJT Runway 15L - 33R Extension	78,000		X	TBD	TBD	Jim Zsebe	X							
WA153	WA15301	GMIA Purchase of New Passenger Loading Bridges	5,500,000		X	December-12	2013	TBD	X							
WA161	WA16101	GMIA Terminal Roadway Signage	2,850,000		X	June-12	December-12	Bernie Mielcarek			Graef	X	X			
WA162	WA16201	GMIA Cessna Service Apron Reconstruction	1,021,000		X	June-12	December-12	Jim Zsebe	X				X			
WA163	WA16301	GMIA Perimeter Road Bridge over Howell Avenue	3,200,000		X	2013	2013	Karl Stave			Mead & Hunt	X	TBD			
WA166	WA16601	GMIA Perimeter Road Ext- 128th ARW to College Avenue	1,100,000		X	June-12	December-12	Paul Montalto	X				X			
WA167	WA16701	GMIA Terminal Escalator Replacement	600,000		X	June-12	December-12	Bernie Mielcarek	X				X			
WA169	WA16901	LJT Runway and Taxiway Lighting Replacement	250,000		X	June-12	December-12	Tim Kipp	X				X			
WA173	WA17301	GMIA Fuel Farm Electrical Service Upgrade	150,000		X	2013	2013	Mary Turner		X		X	TBD			
WA		Total Airport	\$27,519,000													
Environmental																
WV		Total Environmental														
Total Transportation and Public Works			\$27,519,000													
PARKS, RECREATION AND CULTURE																
Milwaukee Public Museum																
WM		Total Milwaukee Public Museum														
Department of Parks, Recreation & Culture																
WP		Total Department of Parks, Recreation & Culture														
WP		Total McKinley Marina														
Zoo																
WZ600	WZ60001	Zoo Master Plan	100,000	ZOO		N/A	N/A	Hung			X	X	N/A			
WZ		Total Zoo	\$100,000													
Total Parks Recreation and Culture			\$100,000													
HEALTH AND HUMAN SERVICES																
DHS-Behavioral Health Division																
WE		Total DHS-Behavioral Health Division														

DAS Facilities Management Division AE&ES Staffing Plan															
2012 Adopted Capital Improvements															
Milwaukee County															
Proj	Sub-Proj	Project Description	2012 Adopted	SIGNATURE AUTHORITY		Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN			CONSTRUCTION MANAGEMENT		
				OWNER	DAS-FM					CNTY & CONSUL	CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL	CONSUL
		DPW County Grounds													
WG		Total DPW County Grounds													
		Department of Human Services													
WS		Total Department of Human Services													
		Total Health and Human Services													
		GENERAL GOVERNMENT													
		Courthouse Complex													
WC		Total Courthouse Complex													
		House of Correction													
WJ		Total House of Correction													
		Other County Agencies													
WO098	WO098011	Legislative Workflow and Public Access Program	192,800	IMSD											
WO112	WO11202	Fleet Equipment Acquisition	1,100,000	DOT											
WO114	WO11411	Countywide Infrastructure Improvements- Courthouse Complex	1,500,000	IMSD	X	1-Mar-12	1-Sep-12	Wilson			Graef	X	X	Graef	X
WO205	WO20502	Fiscal Automation Program	195,000	IMSD											
	WO62401	Workforce and Economic Development	0												
WO870	WO87001	County Special Assessments	250,000	DOT											
WO		Total Other County Agencies	\$3,237,800												
		Total Capital Improvements	\$30,856,800												

Milwaukee County, Wisconsin, Code of Ordinances >> - MILWAUKEE COUNTY CODE OF GENERAL ORDINANCES VOLUME I >>

Chapter 56 - ADMINISTRATIVE CODE FOR MILWAUKEE COUNTY >>

56.20. - Centralized administration of public works contracts and construction.

(1)

Policy. Uniformity of bid documents, contracts and procedures for construction of public works projects and centralization in one (1) office of related activities is essential to efficient management of public construction programs.

(2)

Definitions. As used in this ordinance:

(a)

"Public work project" means all projects for construction, repair, remodeling or major maintenance or capital improvements subject to s. 59.08, Wis. Stats., and authorized by the county board or departments of county government, including boards and commissions.

(b)

"Administration" means preparation of preliminary and final plans, specifications, project and professional service cost estimates, and bid documents; analysis of bids, preparation of schedules for plans, bidding and construction completion, making recommendations for award of contract, contract drafting, inspection of construction during work progress and reporting scheduled progress to responsible department on a monthly basis; drafting and recommending contract change orders and certificates of payment, and maintaining project records; establishment of a program for maintaining structural integrity of all capital improvements and routine major maintenance; recommending professional architectural, engineering and specialized trade consultants, drafting contracts and issuance of certificates of payment for such professional service, and review of all plans and specifications prepared by such professional consultants.

(3)

Central office. Administration of all public work projects shall be the function of, and centralized in, the department of public works.

(4)

Service charge. The cost of all services performed by the department shall be charged, where applicable, against the project account, the department for which the services are rendered, or the revolving fund established in conformity with section [56.12](#) of the Code.

56.30. - Professional services.

(4)

Professional services procedures. It shall be the responsibility of the administrator to conform with the following provisions when entering into a professional services contract and expending budgeted funds:

(a)

Professional services—Capital improvements. The following conditions shall apply to all capital projects.
(1)

During its annual budget process, departments shall provide a list to the county board of which capital projects contained in the recommended budget are intended to require the assistance of a professional services consultant. Departments are authorized to enter into contractual services or professional services agreements as may be required for specific capital improvement projects which have been approved by the county board through the budget process. Expenditures shall only be for those projects and professional services specifically identified in the budget write-up reviewed by the committee on finance and audit during the budget review process and approved by the county board, or for those projects approved by action of the county board. The budget write-up shall contain specific information as to the scope of the project, professional services required and estimated cost of the professional services work to be performed. The department of public works shall provide in February of each year to the committee on finance and audit and the committee on transportation, public works and transit an updated report on public works capital projects requiring the use of a professional services contract. Any professional services work costing more than twenty thousand dollars (\$20,000.00) which is not identified in the February report shall require county board approval.

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(ITEM) From Director of Administrative Services recommending approval of the Department of Administrative Services, Facilities Management Division (DAS-FM) staff and consultant use plan for the 2012 adopted capital projects, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Milwaukee County General Ordinances Chapter 56.30(4) (a) (1) requires that the Department of Administrative Services provides a final list of staff and consultant assignments for capital projects in February each year to the Committees on Finance and Audit and Transportation, Public Works and Transit; and

WHEREAS, the Department of Administrative Services, Facilities Management Division has reviewed the 2012 Adopted Capital Improvements Budget and established a staffing and consultant use plan for the projects; and

WHEREAS, the Committee on Transportation, Public Works and Transit at its meeting on February 29, 2012, recommended approval of the staffing plan by a vote of _____; and

WHEREAS, the Finance and Audit Committee at its meeting on March 8, 2012, recommended approval of the staffing plan by a vote of _____; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby approve the staffing and consultant use plan for the 2012 adopted capital projects under the signature authority of the Department of Administrative Services as recommended by the Department of Administrative Services - Facilities Management Division.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 7, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: STAFFING PLAN/CONSULTANT USE FOR 2012 CAPITAL IMPROVEMENTS PROJECTS

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" 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.

	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. Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit, an updated report on public works capital projects requiring the use of any professional services contract. The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for 2012 adopted capital projects. Adoption of this resolution will not require an expenditure of funds in excess of the adopted 2012 Adopted Capital Budget amounts.

B. Adoption of this resolution will have no direct fiscal impact to the 2012 County Adopted Budget. The 2012 Capital Budget project appropriations are fixed and cannot be exceeded without County Board approval. Resolution deals with details on how planning, design and construction funding is spent, particularly as to whether the work is performed by in-house staff or consultants and if consultants are used, what process will be used to hire them.

C. None

D. None

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.

Department/Prepared By: Department of Administrative Services – FM, Gary E. Drent

Recommended By:

Gregory G. High Director, AE& ES

Authorized Signature

Pat Farley, Director DAS

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

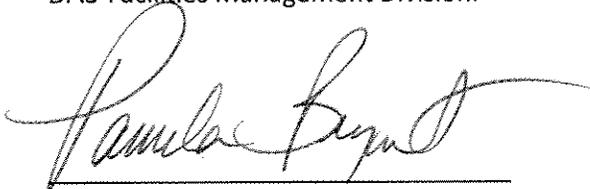
Date: February 10, 2012

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

From: Pamela Bryant, Interim Fiscal and Budget Administrator, Department of Administrative Services

Subject: Overview of the reorganization of DAS-Facilities Management Division and DAS-Economic Development Division as authorized in the 2012 Adopted Budget and cross-charges issued by DOT Divisions and the DAS-Facilities Management Division

At the request of Supervisor Michael Mayo, Chairman, Committee Transportation, Public Works, & Transit (TPW), DAS-Fiscal has prepared and attached information in regards to the new DAS-Facilities Management Division and the new DAS-Economic Development Division as authorized in the 2012 Adopted Budget. Per the request of Supervisor Mayo, this report mirrors the DOT re-organization report as presented (by DOT staff) at the January 10, 2012 TPW Committee agenda setting meeting. Additionally, this report addresses 2012 Adopted Budget crosscharges issued by DOT Divisions and the DAS-Facilities Management Division.



Pamela Bryant, Interim Fiscal and Budget Administrator



Facilities Management

SCOPE

The new division of the Department of Administrative Services (DAS)-Facilities Management is created in the 2012 Adopted Budget. The overall goal is to provide a coordinated approach towards strategic management, long-term planning, development, and maintenance of County-owned property and infrastructure.

To achieve this, the former Department of Transportation & Public Works (DTPW) Divisions of Facilities Management and Architectural, Engineering & Environmental Services Division (AE & ES) are transferred as new Sections under the DAS-Facilities Management Division.¹ In addition, a new Sustainability Section is created to provide guidance, management, and development of sustainability functions related to the County's building and infrastructure assets and to coordinate county-wide sustainability efforts.

ROLES AND RESPONSIBILITIES

Facilities Management Division

Facilities Maintenance Section

The Facilities Maintenance Section provides quality and cost effective property management, tenant services, and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse Complex, County Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center and the City Campus facility at 27th and Wells Street. Facilities Maintenance also provides selected maintenance and skilled trades services to all other County departments responsible for their own buildings and grounds maintenance as well as security operations at the Courthouse, City Campus, and Children's Court. In addition, Facilities Maintenance is responsible for addressing major maintenance (non-capital) issues as they arise at various county-owned leased facilities per the specific lease requirements, including the War Memorial, Villa Terrace, Charles Allis, Marcus Center for the Performing Arts, Historical Society and the Milwaukee Public Museum.

Architectural, Engineering, & Environmental Services Section

The Architectural, Engineering and Environmental Services Section (AE & ES) provide a core competency for County professional and technical services. It is comprised of the following units: Architectural, Airport Engineering, Site Development and Civil Engineering, Environmental Services and Support Services. Through Section efforts, and extended staff provided by consultants, these units research, design, administer

¹ The MCAMLIS Section of AE & ES is transferred to the DAS-Economic Development Division as a Section.

and implement a diverse combination of programs and projects. Below is an explanation of each unit:

Architectural Services provides technical services in building maintenance, remodeling, additions and new construction for all County departments. Specific tasks performed include: budget development and construction estimation; bid document design, evaluation and contract award; design development; and project management from conception to project completion.

Airport Engineering provides planning, design and construction management services for all major maintenance and capital projects at General Mitchell International and Lawrence J. Timmerman Airports. This section coordinates planning and administration of projects with state and federal agencies, and with airlines and other airport tenants.

Civil Engineering and Site Development provides civil engineering and land surveying services. Specific services include project management; design and preparation of drawings, technical specifications and bidding documents; engineering feasibility studies and needs assessments for County facilities; certified survey maps, site surveys and construction staging.

Environmental Services provides technical and managerial services concerning environmental issues including sustainability to all County departments. Environmental issues addressed include the incorporation of green building concepts, environmental due diligence for property acquisition and disposal, procurement of grant funding, stormwater management and hazardous substance control (asbestos, lead, PCBs, mercury, pesticides/herbicides, etc.). This section also monitors underground storage tanks, landfills, air quality, recycling, solid waste, water quality and brownfields.

Support Services provides records management and facilities assessments administration. Services include the development and maintenance of the property assets inventory; management of asset and project record archives; and assessment of County infrastructure.

Sustainability Section

This Section provides guidance, management, and development of sustainability functions related to the County's building and infrastructure assets and to coordinate county-wide sustainability efforts. This Section is responsible for the implementation of the County's Green Print Initiative.

It is anticipated that the newly created Sustainability Director position will be hired mid-2012 (or earlier). The Director of Sustainability will be responsible for the overall

administration, development and management of all county-wide sustainability programs including, but not limited to, environmentally preferable procurement, resource conservation, recycling, waste reduction, climate change, and green building. The position will provide general oversight and guidance in association to the work of project managers and project staff related to sustainability-oriented issues and performs other duties as required. This position will work with all County departments and external entities in the course of promoting and advancing sustainability programs.

Water Utility Division

The Water Utility is managed by the Facilities Management Division with operation, maintenance and skilled trades services provided by Facilities Maintenance Section and technical support from AE & ES Section. The Water Utility consists of the water distribution, sanitary sewer and the storm water systems located on the County Grounds. These systems provide water, sewer and storm services to County and non-County entities located on the grounds, that include but are not limited to, Fleet Management, Vel R. Phillips Juvenile Justice Center, Department of Parks, Recreation, and Culture, Office for Persons with Disabilities, Froedtert Lutheran Memorial Hospital, Children's Hospital, Ronald McDonald House, Blood Center, Medical College, Behavioral Health Division, Wisconsin Athletic Club and WE Energies. The expenses of the Water Utility are fully funded by revenue from users, which are assessed based on each entity's share of total consumption. Consumption is metered for water usage and sewer and storm are functions of that water consumption.

OBJECTIVE

The creation of the Sustainability Section, in conjunction with the consolidation of Facilities Management and AE & ES into a single Division, will allow the County to move towards a central and standardized approach to the management of the its facilities and infrastructure and address the limitations of a decentralized facility management function. The County's existing policy for facilities management could be improved through a more focused effort of coordination amongst several aspects including routine preventative maintenance and long-term strategic facility planning. More specifically, the County's current approach to facilities management tends to be reactive as opposed to pro-active, reducing efficiencies and effectiveness of overall portfolio management. This re-organization will allow the County to implement an effective and sustainable facilities management policy, and provide accountability for addressing the County's facility issues and needs.

A centralized facilities management division will allow for a more coordinated and enforceable property management function that can address the following:

- Development of preventative maintenance standards.²

² "Owner" departments (i.e. Parks, DTPW-Airport, DTPW-Transit, Aging, Health and Human Services, Zoo or the Sheriff) typically manage and maintain their own facilities, and thus, have developed their own preventative maintenance standards.

- Development of Countywide metrics for analyzing operational or cost effectiveness of maintenance efforts.
- Streamlined and uniform work order process as the different "owner" departments have different work order processes for maintenance requirements.
- Provide for a single point of contact that is responsible for Countywide space utilization and strategic facility planning.
- Improve on the planning for the total cost of ownership, effect on operating budgets, return on investment and eventual replacement of a facility. Currently, the responsibility for this type of analysis is typically split between the owning department and the DTPW Architecture, Engineering, and Environmental Services Division (AE & ES).

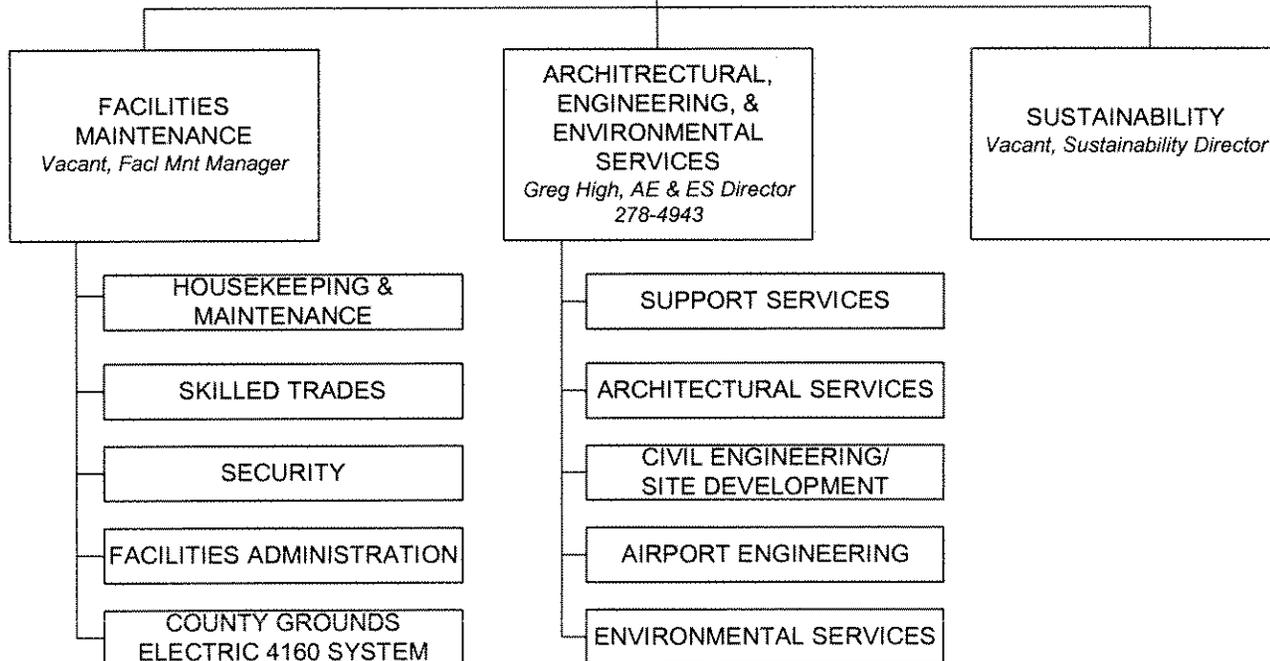
A stand-alone facilities management division will focus more intently on property management issues, while the Department of Transportation (DOT) can focus on transportation-related issues.

Staffing can be leveraged as it is now in a consolidated division that will allow for the development of a long-range facilities management plan in line with best practices.

DEPARTMENT OF
ADMINISTRATIVE SERVICES-
Patrick Farley, DAS-Director
278-4808

FACILITIES MANAGEMENT
**Gary Waszak, FacI Mngmnt Director*
278-5056

**Position is currently filled
as a result of a "Temporary
Assignment to Higher
Classification" position
action .*



Section	Title	first_name	last_name	Total	
Maintenance Operations	Accountant 2	LaCricia	Ford	1.00	
	Accounting Coord - DPW	vacant		1.00	
	Admin Spec - DPW NR	Kelly	Solomon	1.00	
	Asbestos Worker	vacant		1.00	
	Bldg Systems Specialist	Cleophus	Funches	1.00	
	Carpenter	Andrew	McMahon	1.00	
		Brian	Moshea	1.00	
		Craig	Janczak	1.00	
		Glenn	Walters	1.00	
		Nicholas	Kubiszewski	1.00	
		Merlin	Avery	1.00	
	Carpenter Supv	Jeffrey	Golla	1.00	
		John	Kurz	1.00	
	Clerical Asst 1	vacant		1.00	
		Lynelle	Zimpel	1.00	
	Clerical Spec DPW	Charlette	Reed	1.00	
	Climate Control Lead	Gerald	Hoernke	1.00	
	Electrical Mech	vacant		1.00	
		Theodore	White	1.00	
		Gerald	Otto	1.00	
		Anthony	Burger	1.00	
		Jesus	Arteaga	1.00	
		John	Littmann	1.00	
		Shawn	Baker	1.00	
	Electrical Mech Dot	Douglas	Frievalt	1.00	
	Electrical Mech Supv	David	Crowley	1.00	
		John	Bieganski	1.00	
	Elevator Constructor	Jeffrey	Pracht	1.00	
		Mark	Jaeckel	1.00	
		Robert	Mishich	1.00	
	Facilities Grounds Supv	David	Polk	1.00	
		Joe	Key	1.00	
	Facilities Maintenance Mgr	2012 BUD	New Create	1.00	
	Gary W. TAHC into position	Facilities Mgmt Dir	TAHC (2012 BUD New Create)		1.00
		Facilities Mtce Coord	Gary	Waszak	1.00
		Facilities Wrkr 2	vacant		5.00
			Anthony	Dailey	1.00
	David		Echols	1.00	
	Dewitt		Webster	1.00	
		Justin	Owings	1.00	

Section	Title	first_name	last_name	Total
Maintenance Operations	Facilities Wrkr 2	Kurt	Fischer	1.00
		Michael	Bohnert	1.00
		Peter	Pospichal	1.00
		Reynaldo	Arteaga	1.00
		Robert	Alvarez	1.00
		Roosevelt	Cooper	1.00
		Tyrone	Lee	1.00
		William	Cramton	1.00
	Facilities Wrkr 3	vacant		2.00
	Facilities Wrkr 4	Bobby	Martin	1.00
		Dale	Hagedorn	1.00
		Jerry	Brewer	1.00
		John	Obradovich	1.00
		Mary	Seivert	1.00
		Sears	Barnett	1.00
	Facilities Wrkr 4 - In Charge	Jason	McCarthy	1.00
		Robert	Cotton	1.00
		Ronald	Owings	1.00
	Machinist	vacant		1.00
		Robert	Shibilski	1.00
		Jesus	Reyes	1.00
	Machinist Lead	Russell	Weber	1.00
	Mechanical Serv Mgr	David	McMahon	1.00
		vacant		1.00
	Painter Bldgs	vacant		1.00
		2012 BUD	New Create	1.00
		Daniel	Besson	1.00
		Diane	Hanson	1.00
		Patrick	Tomashek	1.00
	Painter Supv (2.0 FTE unfunded in 2012 BUD)	Richard	Pecard	0.00
		vacant (unfunded)		0.00
	Park Maint Wrkr Mudmix	Thomas	Rouleau	1.00
	Plumber	John	Westrich	1.00
		Lemar	Speed	1.00
		Michael	Michelz	1.00
		Scott	Chronister	1.00

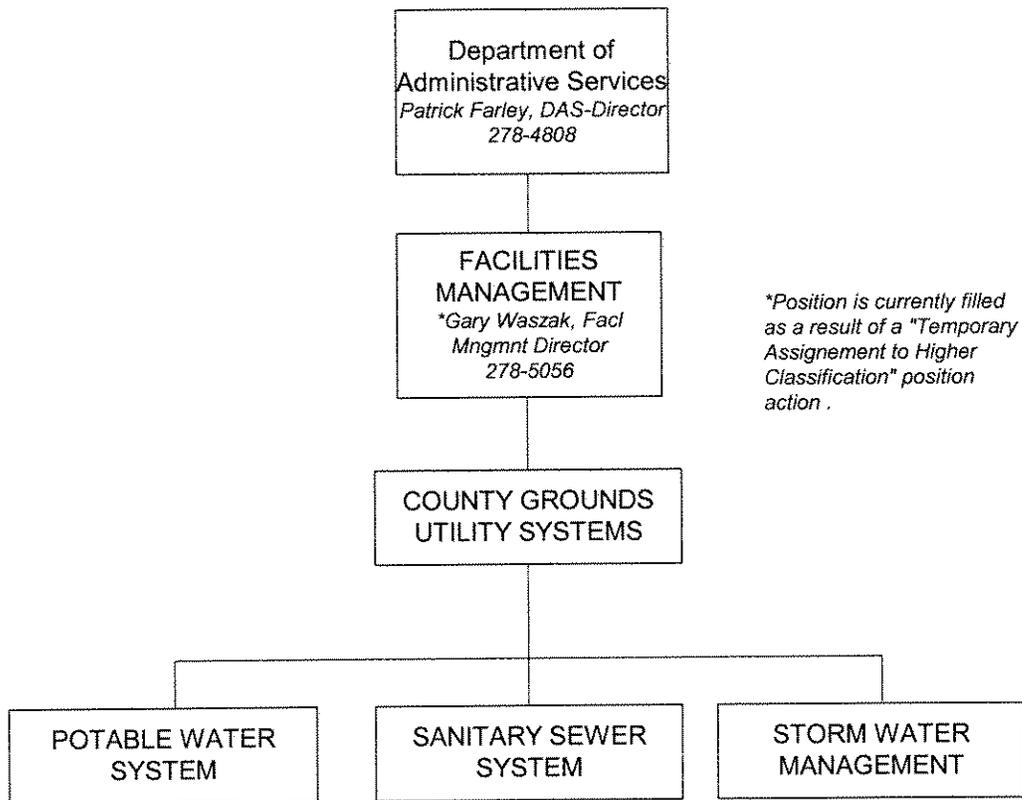
Section	Title	first_name	last_name	Total
Maintenance Operations	Plumber Supv	Ruben	Garcia	1.00
		Thomas	Travia	1.00
	-RC-Facilities Wrkr 4	Kenneth	Swan	1.00
	Refrigeration Mech	Donald	Murphy	1.00
		Lawrence	McKnight	1.00
	Sheet Metal Worker	Michael	Pliska	1.00
		Thomas	Naunheim	1.00
	Steamfitter Supv	vacant		1.00
	Steamfitter Welder	Todd	Schill	1.00
		Stephen	Kovacic	1.00
		Terry	Mecha	1.00
Maintenance Operations Total				90.00

Section	Title	first_name	last_name	FTE
Security Operations	Adm Asst 4-Facil Mgmt	Ernesto	Sanchez	1.00
	Facilities Wrkr Secur	2012 BUD	New Create	12.50
		David	Johnson	1.00
			Wilson	1.00
		James	Neumann	1.00
		Michele	Apkarian	1.00
		Sharon	Thompson	1.00
		Nada	McGuire	1.00
		Bruce	Dyson	1.00
		Kevin	Johnson	1.00
		Karon	Macon	1.00
		Jaime	Luevano	1.00
		Jose	Pacheco	1.00
		Norman	Riley	1.00
		Vivian	Sanders	1.00
		Harold	Stage	1.00
		Van	Munger	1.00
		Eshetu	Wodajo	1.00
		Desaray	Lenski	1.00
Charlesanne	Wilson	1.00		
Facilities Wrkr Secur Hrly (.50 FTE)	Alfonso	Kennell	0.50	
Security Operations Total				32.00

Section	Title	first_name	last_name	FTE
Sustainability	Director of Sustainability	2012 BUD	New Create	1.00
Sustainability Total				1.00

Section	Title	first_name	last_name	FTE	
Architect/Eng Svcs	Airport Engineer	Edward	Baisch	1.00	
	Architectural Designer	Arnold	Freeman	1.00	
	Asst Airport Engineer	2012 BUD	New Create	1.00	
	Clerical Asst 2 Hrly	2012 BUD	New Create	1.00	
	Clerical Spec Arch/Eng	Melinda	Green	1.00	
	Construction Coordinator		John	Bialk Ruffing	1.00 1.00
			Charles	Hanel	1.00
			Stephen	Singleman	1.00
	Contract Payment Spec	Katherine	Angeli	1.00	
	Cost Schedule Analyst	Sandra	Pipoly	1.00	
	Engineer		vacant		0.50
			James	Zsebe	1.00
			Jill	Organ	1.00
			Paul	Montalto	1.00
			2012 BUD	New Create	1.00
	Engrng Tech Surveyor		James	Ricker	1.00
			Kenneth	Reesman	1.00
	Engrng Technician	Mark	Sifuentes	1.00	
	Exdir2-Dir Arch And Eng	Gregory	High	1.00	
	Facilities Assesmnt Coor	Michael	Zylka	1.00	
	Managing Architect	Philip	Hung	1.00	
	Managing Eng Design	Timothy	Kipp	1.00	
	Managing Eng Electrl	vacant		1.00	
	Managing Eng Field Oper	vacant		2.00	
	Managing Eng Field Opr-Airport	Timothy	Kipp	1.00	
	Managing Eng Site Dev	David	Gulgowski	1.00	
	Principal Architect	Walter	Wilson	1.00	
	Records Center Tech DPW	Alma	Guzman	1.00	
	Site Development and Civil Eng	Karl	Stave	1.00	
	Specification Writer	John	Bunn	1.00	
	Support Services Manager	Gary	Drent	1.00	
	Engineer	Hayes	Sean	1.00	

Section	Title	first_name	last_name	FTE
Architect/Eng Svcs	Engineer	Detzer	Timothy	1.00
	Environmental Compl Mgr	O'Brien	Kevin	1.00
	Sustainability and Environ Eng	Steven	Keith	1.00
Architect/Eng Svcs Total				36.50



Economic Development

SCOPE

The new division of the DAS – Economic Development is created in the 2012 Adopted Budget. The Division functions to provide a comprehensive strategy to development that includes business and employment expansion and retention within Milwaukee County while working in coordination with municipalities and their economic development agents.

To achieve this, the former DTPW – Directors Office Sections of Real Estate Services and Economic Development and the former DTPW – AE & ES Section of MCAMLIS are transferred as new Sections under the DAS – Economic Development Division.

ROLES AND RESPONSIBILITIES

The primary responsibilities of the Division include:

- Function as the central point of communication for job development, retention and expansion progress and strategy among civic, regional economic development and non-profit community organizations.
- Provide assistance to businesses seeking to build, expand, or redevelop within Milwaukee County boundaries.
- Leverage a centralized Countywide economic development function utilizing the resources of MCAMLIS, Real Estate Services and Marketing that promotes County assets and resources and maximizes return on promotion opportunities.

The primary responsibilities (by Section) include:

Economic Development Section

The Economic Development Section provides management and oversight of the Department of Administrative Services-Economic Development Division. This section also is responsible for the development and administration of business and job retention and development activities focused within Milwaukee County.

Real Estate Services Section

The Real Estate Services Section administers the leasing, acquisition and disposition of a wide variety of buildings and vacant property owned by Milwaukee County. The Real Estate Section is specifically responsible for marketing, negotiation and sale of excess County-owned properties, including the property management and disposition of tax delinquent properties acquired by the Milwaukee County Treasurer through the tax foreclosure process.

The Real Estate Services Section establishes and provides the due diligence procedures and standards, which are the sole responsibility of the departments to follow prior to executing lease agreements.

Marketing Section

The Marketing Section provides for a coordinated and efficient use of County marketing-related resources that actively promotes and improves the marketability of County assets.

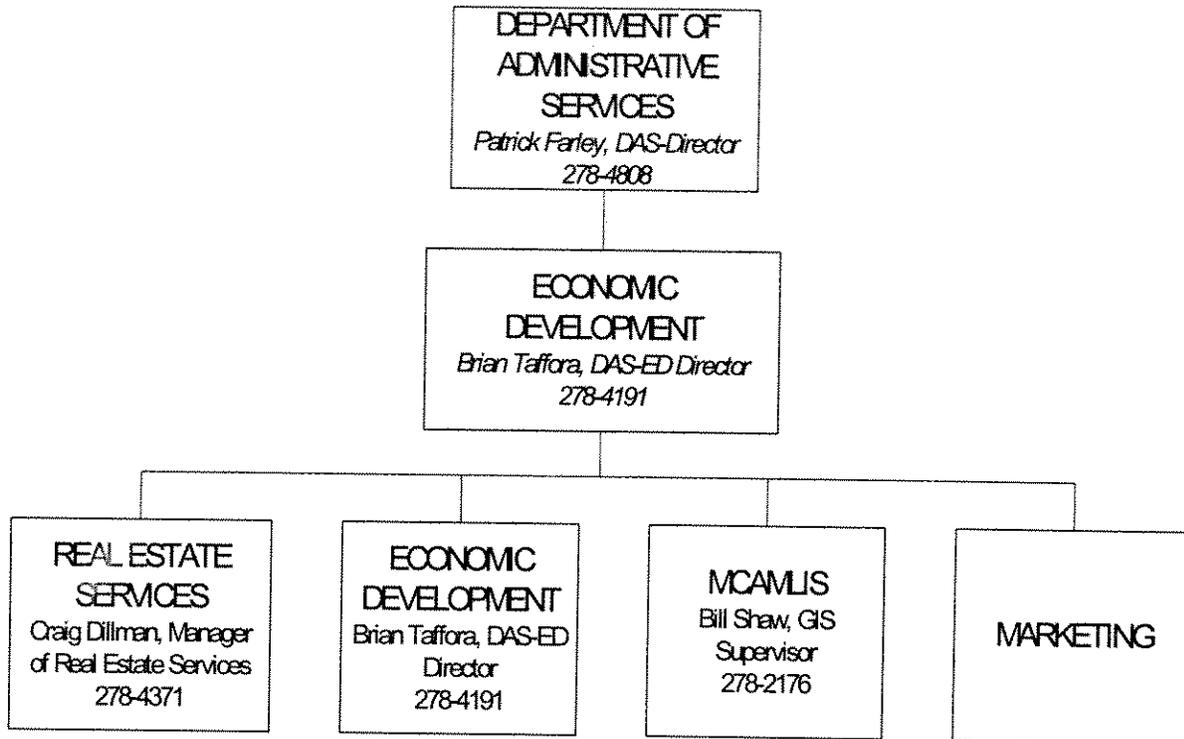
MCAMLIS Section

The Milwaukee County Automated Mapping and Land Information System (MCAMLIS) Section functions as the County's Land Information Office. Pursuant to Section 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), approved on November 8, 1990, MCAMLIS may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel identified boundary information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps with documented accuracy suitable for local planning.

OBJECTIVE

The primary objective of the Division is to provide a consolidated pool of economic development-related County resources that can focus on the creation and implementation of comprehensive economic development strategy for the County and includes the following:

- Creation of a centralized economic development function that can leverage the resources of MCAMLIS, Real Estate Services, and Marketing to provide maximum return on these services.
- The DAS-Economic Development Division will act as a one-stop shop and single point of contact for all economic development-related activities.
- To build on the natural synergy between Real Estate Services and MCAMLIS to assist in the management of the County's facilities portfolio.
- By placing MCAMLIS centrally in DAS-Economic Development, Geographic Information Systems (GIS) services can be shared by all County departments as needed.
- In early to mid-2012, the division staff will study the best approach to develop a centralized marketing concept with a phased implementation anticipated in 2013.
- The DAS-Economic Development Division will partner with the 19 County municipalities for economic development-related activities.



Section	Title	first_name	last_name	Total
Economic Development	Econ Develop Coord	Jill	Didier	1.00
	Exdir1-Economic Development Dir	Brian	Taffora	1.00
Economic Development Total				2.00

Section	Title	first_name	last_name	Total
Real Estate Services	Admin Spec - Econ Dev NR	Debra	Lloyd	1.00
	Mgr Of Real Estate Serv	Craig	Dillman	1.00
	Real Estate Agent	Gerald	Baker	1.00
Real Estate Services Total				3.00

Section	Title	first_name	last_name	Total
MCAMLIS	Geographic Info Sys Sup	William	Shaw	1.00
	GIS Specialist	2012 BUD	New Create	1.00
		Kevin	Bruhn	1.00
MCAMLIS Total				3.00

Crosscharges

**(As issued by former DTPW Divisions per the
2012 Adopted Budget)**

Crosscharges

Crosscharges represent an internal allocation of costs to County Departments (and/or capital projects) receiving services from another County Department. Within every operating budget there is an account series, the 9700s, titled "County Service Charges." These accounts (numbered from 9701 to 9799) are used by County departments to charge other departments for services provided. This practice is commonly referred to as crosscharges. Crosscharges are used when one department, such as Fleet Management, provides services to other County departments. These costs are identified so that the true full cost of operating a department is known.

There is no change in the crosscharge process used by the former DTPW Division(s) as a result of the DAS / DTPW reorganization. Former DTPW Divisions' crosscharge process remains unchanged from the 2011 Adopted Budget and is as follows:

AE & ES:

AE & ES issues crosscharges for storm and sanitary sewer inspections and reporting performed by AE&ES staff relative to sewer operation and maintenance. These activities are required in order that County Departments with jurisdiction over storm/sanitary sewers remain in compliance with rules and regulations mandated by the State of Wisconsin.

AE & ES issues crosscharges for the archiving of records of all County-owned buildings, grounds, and utilities retrieval and storage of such paper and electronic files and acquiring and maintaining as-built records of all work performed on county infrastructure.

AE & ES issues crosscharges to capital projects for staff labor costs associated with the planning, design and construction management of facility infrastructure projects. The AE & ES crosscharge consists employee salaries, incidental rate (covers fringe benefit costs), and the indirect cost rate to cover overhead costs.

Fleet Management:

Fleet Management issues crosscharges to receiving departments for services rendered such as vehicle/equipment repair and maintenance as well as the cost of new vehicles purchased through the vehicle replacement program. The Fleet Management crosscharge consists of an hourly labor rate, vehicle depreciation and interest (for vehicles purchased through the replacement program), outside labor costs (for work that cannot be performed in-house), and vehicle parts costs.

Transportation Services:

Transportation Services issues crosscharges to capital projects and other County departments for staff labor costs associated with the planning, design and construction management of bridge and roadway projects. The Transportation Services crosscharge consists of an hourly rate composed of employee pay rates, incidental rate (covers fringe benefit costs), and the indirect cost rate to cover overhead costs.

Highway Maintenance:

Highway Maintenance issues crosscharges to receiving departments for services rendered such as pavement marking, road sweeping, minor road repair/maintenance, etc. This cross-charge consists of applicable employee pay rates, commodities used (i.e. hot patch, gravel, paint, etc.), and an indirect cost rate to cover overhead costs.

Directors Office:

The DOT-Director's Office only issues cross-charges to DOT divisions as it provides general management and oversight to these divisions only. These divisions include Airport, Highway, Transit/Paratransit, and Fleet Management. The former DTPW Divisions of Facilities Management and AE & ES are no longer cross-charged by the Director's Office as both are now located in DAS and are no longer under the general management/oversight of the Director's Office.

Facilities Maintenance:

Facilities Management issues a number cross-charges (to user-departments) comprised of and charged out as follows:

Space Rental Charges (by Complex)

- *Courthouse Complex Space Charges*
Charges for all commodities, services, and personnel services for building maintenance and trades, administrative, and security staff assigned to the operation of the Courthouse Complex, which includes the Courthouse, Safety Building, Medical Examiner, Criminal Justice Facility and City Campus. Charges are allocated to departments based on individual square footage to total building square footage.
- *Children's Court Space Charges*
Charges for all commodities, services, and personnel services for building maintenance, trades, and security staff assigned to the operation of the Children's Court Center. Charges are allocated to user-departments based on individual square footage to total building square footage.
- *CATC (Child Adolescent Treatment Center) Space Charges*
Charges for all commodities, services, and personnel services for building maintenance, and trades staff assigned for the operation CATC facilities located on the County Grounds. Charges are allocated to departments based on individual square footage to total building square footage.

Building Maintenance

- Charges that consist of work done by skilled trades and facility worker services above and beyond routine or day-to-day maintenance of facilities with charges based on a three-year average of actual work orders.
- Special Request work is for skilled services to user-departments who specifically request funds to be included in their budgets for anticipated services.

- Some non-user-departments request work to be performed at their facility, those non-user-departments are charged for the actual work performed by the skilled and/or facility work staff.

Cost Sharing Ordinance

- Charges for all commodities, services, and personnel services (i.e. for facility maintenance work) provided to Southeast Quad outside agencies and departments on the County Grounds. Costs are allocated to agencies based on agency building square footage as a percentage of Southeast Quad square footage.

Fire Protection

- These charges are estimates of the cost for Fire Protection from the City of Wauwatosa. The costs are allocated to departments based on departmental usage of water as a percentage of the total water consumed.

Parking

- This charge represents the costs that departments are charged for parking stalls in Facilities Management controlled lots at the rate applicable for that lot.

Senior Center/Wil-O-Way Charges

- Building systems service costs related to providing advisory maintenance reviews at Senior Centers and Wil-O-Way sites. The charges are allocated based on center square footage to total square footage of all centers. The DHHS-Aging & DAS-Office for Persons with Disabilities provides a vehicle and associated costs for this function.

Downtown/Mail Run

- Costs related to providing a daily mail delivery and pick-up service throughout the County. Costs are allocated based on the number of individual weekly stops compared to the total weekly stops on the route.

County Grounds Electric

- Costs associated with the operation of the 4160 Electric System located on the County Grounds. Costs are allocated based on agency consumption to total consumption monthly.

County Grounds Sanitary Sewer

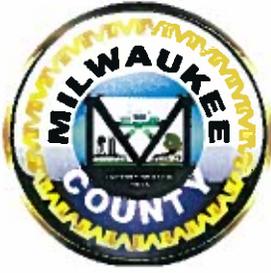
- Costs associated with the operation of the Sanitary Sewer system located on the County Grounds. Sanitary Sewer charges are a function of water consumption. Sanitary Sewer costs are allocated based on agency water consumption to total water consumption quarterly.

County Grounds Storm Water Charges

- Costs associated with the operation and maintenance of the Storm Water system located on the County Grounds. Storm Water charges are a function of water consumption. Storm Water costs are allocated based on agency water consumption to total water consumption quarterly.

County Grounds Potable Water

- Costs associated with the operation of the Potable Water system located on the County Grounds. Costs are allocated based on agency consumption to total consumption quarterly.



Department of Transportation

Milwaukee County

Inter-Office Communication

To: Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee
From: Frank Busalacchi, Director, Department of Transportation (MCDOT)
CC: Fay Roberts, Deputy Director, Department of Transportation (MCDOT)
Date: February 8, 2012
Subject: County Trunk Highway (CTH) Improvement Map and List-*Informational Report*

BACKGROUND

Through one of our initiatives, Milwaukee County Department of Transportation (MCDOT) will increase the awareness and information sharing with the County Executive and County Board.

At the January Finance & Audit Committee meeting, the Committee supported the initiate and MCDOT informed the Committee that progress was being made and would be continually shared with the County Board appropriately through the Transportation, Public Works & Transit Committee.

The MCDOT Transportation Services team has begun the initiative and has developed a draft County Trunk Highway (CTH) Improvement Map and a CTH List.

- **Draft CTH Improvement Map:** an illustration of our CTH's and the date they were last improved as of December 2011 by using a simple color scheme. The CTH improvement could consist of a reconstruction, rehabilitation, overlay or original construction depending on the specific CTH scope of improvement and the date the CTH was improved. The map will be available with all the CTH's shown on one map, as well as, broken into two separate maps for the north and south halves of Milwaukee County.
- **Draft CTH List:** a list of all of our CTH designations with corresponding highway names and approximate limits. The CTH List specifies the information shown in the draft CTH Improvement Map.

The CTH Improvement Map and CTH List are in draft form and the MCDOT Transportation Services team would appreciate County Board input prior to finalizing. The next step after receiving County Board input/consideration is to provide the final CTH Improvement Map and CTH List on our website for viewing and/ or printing by others.

Both the CTH Improvement Map and CTH List will be helpful for future planning and an informational tool for Milwaukee County, other governmental agencies and the public. The CTH Improvement Map will be updated at least once a year to reflect the current CTH Improvements. The MCDOT Transportation Services team is also working on similar maps for our Milwaukee County owned traffic signals, bridges and other CTH highway elements that will also be shared with the County Board as they are drafted.

The MCDOT Transportation Services team looks forward to receiving your input. Please provide a summary of the County Board's input by April 2, 2012 to:

Andrea Weddle-Henning, P.E.
MCDOT Transportation Services
Resident Contract Manager-Design
andrea.weddle-henning@milwcnty.com
414-278-4934

Prepared By: Andrea Weddle-Henning, P.E., Resident Contract Manager (RCM), Transportation Services

Approved By:

X

Frank Busalacchi, Director
Department of Transportation

X



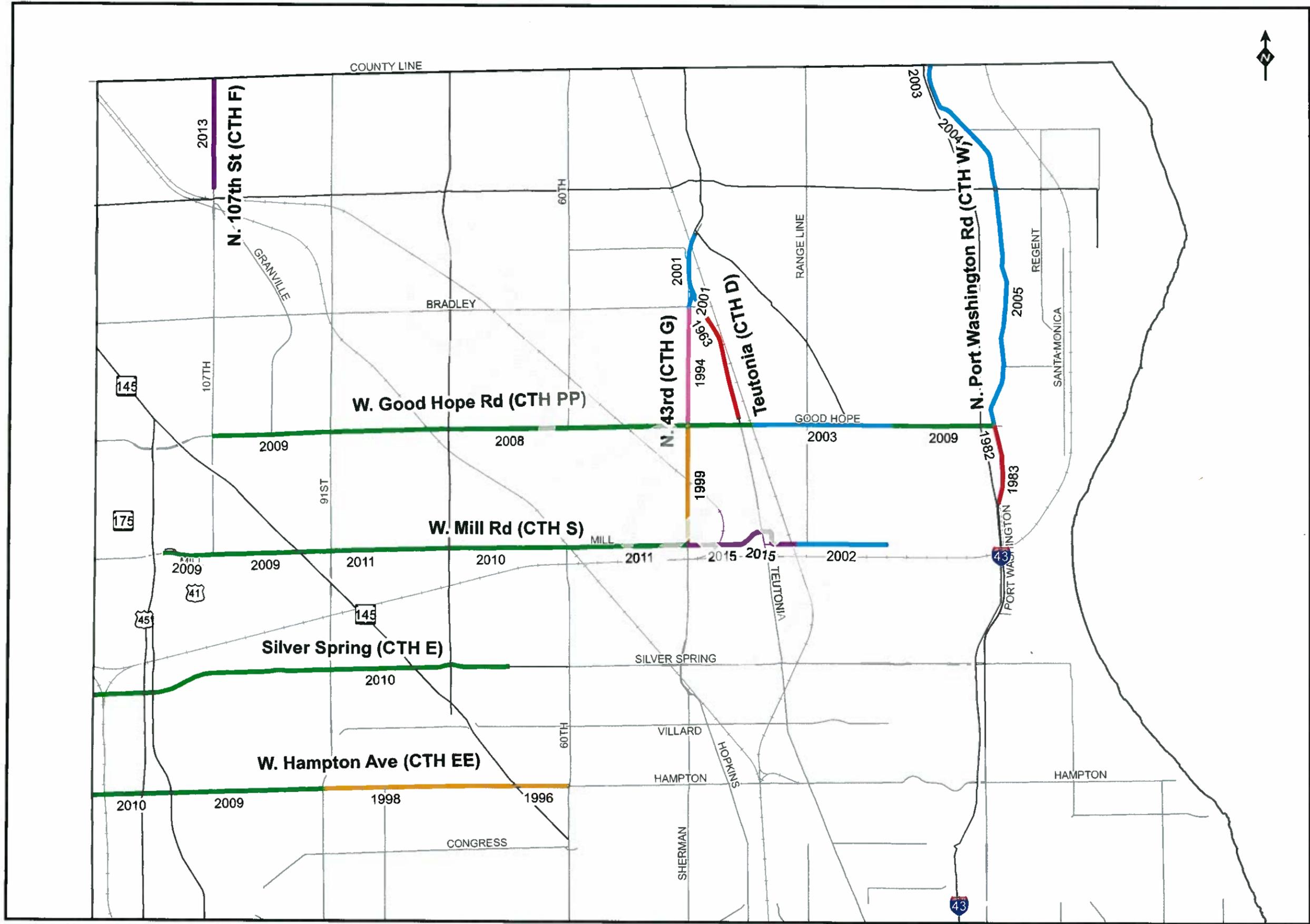
Andrea Weddle-Henning, P.E., RCM
Department of Transportation

MILWAUKEE COUNTY COUNTY TRUNK HIGHWAYS (CTH)

	CTH DESIGNATION	HIGHWAY NAME	APPROXIMATE MILWAUKEE COUNTY LIMITS
<u>NORTH HALF OF MILWAUKEE COUNTY</u>			
1	D	N. Teutonia Ave.	W. Good Hope Rd. to N. Green Bay Rd.
2	E	W. Silver Spring Dr.	N. 124th St. (Waukesha County Line) to N. 68th St.
3	EE	W. Hampton Ave.	N. 124th St. (Waukesha County Line) to N. 60th St.
4	F	N. 107th St.	W. Brown Deer Rd. (STH 100) to N. County Line Rd. (Ozaukee County Line)
5	G	N. 43rd St.	W. Mill Rd. to N. Teutonia Ave.
6	PP	W. Good Hope Rd.	N. 107th St. to N. Port Washington Rd.
7	S	W. Mill Rd.	USH 45 to N. Green Bay Ave. (STH 57)
8	W	N. Port Washington Rd.	W. Daphne Rd. to N. County Line Rd. (Ozaukee County Line)
<u>SOUTH HALF OF MILWAUKEE COUNTY</u>			
1	A	S. 68th St.	W. Ryan Rd. (STH 100) to House of Correction
2W	BB	W. Rawson Ave.	S. North Cape Rd. to S. Howell Ave. (STH 38)
2E	BB	E. Rawson Ave.	S. Howell Ave. (STH 38) to S. Pennsylvania Ave.
4	H	W. Ryan Rd.	W. Loomis Rd. (STH 36) to STH 100
5	J	S. North Cape Rd.	Hiview Rd. to W. Forest Home Ave.
6	K	W. Old Loomis Rd. /Crystal Ridge Dr.	W. Rawson Ave. (south of) to S. 76th St. (east of)
7	MM	W. St. Martins Rd.	S. North Cape Rd. to S. Lovers Lane Rd. (STH 100)
8	N	S. 92nd St.	W. Forest Home Ave. to W. Oklahoma Ave.
9	NN	W. Oklahoma Ave.	W. National Ave. to S. 72nd St.
10	OO	W. Forest Home Ave.	W. County Line Line (Waukesha County Line) to W. Janesville Rd. (STH 24)
11	T	W. Beloit Rd.	S. 124th St. (Waukesha County Line) to W. Oklahoma Ave.
12	U	S. 76th St.	S. County Line Rd. (Racine County Line) to W. Oklahoma Ave.
13	V	S. 13th St.	S. County Line Rd. (Racine County Line) to W. College Ave.
14W	Y	W. Layton Ave.	S. 124th St. (Waukesha County Line) to S. 27th St.
14E	Y	E. Layton Ave.	S. Howell Ave. (STH 38) to S. Lake Dr. (STH 32)
15W	ZZ	W. College Ave.	W. Loomis Rd. (STH 36) to S. Howell Ave. (STH 38)
15E	ZZ	E. College Ave.	S. Howell Ave. (STH 38) to S. Packard Ave.

Note: Excludes the limits of Wisconsin Department of Transportation (WISDOT) Interchanges/Bridges along our CTH.

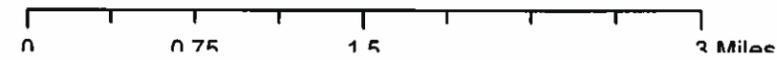
Milwaukee County Department of Transportation (MCDOT) County Trunk Highway (CTH) Improvement Map - as of December 2011



Improvement Year

- 0 - 5 years old year
- 6 - 10 years old year
- 11 - 15 years old year
- 16 - 20 years old year
- > 20 years old year
- Future Construction year
- Railroad
- Streets

Date Created: 1/21/12
Revision: 1/27/12, 1/31/12, 2/3/12, 2/7/12



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE February 14, 2012

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

FROM Frank Busalacchi, Director of Transportation

SUBJECT Informational Report regarding Roadway Project close out for 2012

BACKGROUND:

During the year-end carryover process there the 13th Puetz project had been identified as having a cost overrun of approximately \$262,000. While reviewing the project status for roadway projects we found a surplus of \$3.5 million in W. Oklahoma – 108th to 76th Street which had not been brought to committee.

The Director of Transportation requested to review any projects that may not have followed the procedure for bringing information to the proper committee.

ISSUE:

While reviewing projects the following two were identified that may have been required to be brought to committee as an information item, and have not.

The department is researching the matter but wanted the committee to be aware of the potential issues regarding the following projects.

- **Milwaukee County W. Oklahoma Ave.- S. 108th St. to Beloit Rd. and WISDOT IH-94 E-W Freeway Repaving Project Mitchell Park Blvd:** working between Milwaukee County and WISDOT for costs of completing work at USH 45/IH 894 bridges that was included in Milwaukee County's W. Oklahoma Ave. project. Likewise, working between Milwaukee County and WISDOT for costs of completing work on Mitchell Park Blvd. that is included in WISDOT's IH-94 E-W Freeway Repaving project.
- **City Milwaukee W. Oklahoma Ave.- S. 74th St. to S. 60th St. (ARRA project) and Milwaukee County W. Oklahoma Ave.- S. 74th St. to S. 72nd St.:** working between Milwaukee County and the City of Milwaukee for costs associated with the City of Milwaukee for including the design work on W. Oklahoma Ave. from S. S. 74th St. to S. 72nd St. in there ARRA project.

The information regarding the follow up will be forthcoming in the next committee cycle. Which will detail any fiscal impact which is not known at this time.

Prepared by: Fay L. Roberts

Frank Busalacchi, Director
Department of Transportation



Community Business Development Partners

MILWAUKEE COUNTY

LEE HOLLOWAY • Chairman, Milwaukee County Board of Supervisors
 FREIDA WEBB • Director, Community Business Development Partners

INTER-OFFICE COMMUNICATION

DATE: February 23, 2012
TO: Lee Holloway, Chairman, County Board of Supervisors
FROM: Freida Webb, Director, Community Business Development Partners (CBDP)
SUBJECT: Required Disadvantaged Business Enterprise (DBE) Program Ordinance Amendments

Background

Milwaukee County Code of General Ordinances contains various provisions that relate to the DBE Program, and its design, implementation and enforcement. These provisions require modification in order to maintain compliance with corresponding modifications to Title 49 of the Code of Federal Regulations (49 CFR) Part 26. Federal funding is contingent upon continued compliance with 49 CFR Part 26. Adoption of ordinance changes must have County Board approval, and it is the approval of these Code changes that will ensure compliance and continued funding.

Issue

By Milwaukee County Code the DBE Program is structured to “comply with Title 49 of the Code of Federal Regulations (49 CFR), Parts 23 and 26, as amended from time to time, and all other appropriate federal laws and regulations, as applicable, now in effect or to take effect in the future.”

Since the creation of 49 CFR Part 26, governing the DBE Program, in February 1999, there have been three major updates published. Each of the major revisions has occurred at four-year intervals, June 2003, April 2007 and January 2011. During the past year, Community Business Development Partners (CBDP) has done much internally, with departments, and externally, with contractors, to redress these changes procedurally. CBDP has conferred with representatives of the County Board; Departments of Administrative Services – Facilities Management, Administrative Services – Procurement, Audit, Controller, Corporation Counsel and Transportation; and several key contractors including Milwaukee Transport Services, Inc. to work through the necessary Program updates and their implications. The results of this dialogue, exchange and feedback have been included in these Ordinance modifications.

With procedural remedies nearly exhausted and federally imposed deadlines looming, the remaining updates must be accomplished through Ordinance modification and revision.

Recommendation

Therefore, CBDP requests adoption of the proposed amendments to various sections of Chapters 32, 42, 44 and 56 of the Milwaukee County Code of General Ordinances as they relate to the DBE Program. The amendments are necessary to effectuate the changes mandated by the Federal regulation updates of 49 CFR Part 26.

This matter is also being referred to the following Standing Committees as a means of bringing these necessary updates to the attention of Supervisors in anticipation of their presentation to the County Board



Community Business Development Partners
MILWAUKEE COUNTY

LEE HOLLOWAY • Chairman, Milwaukee County Board of Supervisors
FREIDA WEBB • Director, Community Business Development Partners

during its March Committee Cycle: the Committee on Economic & Community Development, the Committee on Transportation, Public Works & Transit, and the Committee on Finance & Audit.

Freida Webb, Director

Community Business Development Partners

Cc (w/att.): County Executive, Chris Abele
Supervisor Michael Mayo, Transportation, Public Works & Transit
Supervisor Lynne De Bruin, Economic & Community Development, and Finance & Audit
Terry Cooley, County Board Chief of Staff
Jodi Mapp, Committee Clerk
Carol Mueller, Committee Clerk
, Committee Clerk
Kimberly Walker, Corporation Counsel
Jerome Heer, Director of Audit
Scott Manske, County Controller
Patrick Farley, Director of Administrative Services
Frank Busalacchi, Director of Transportation

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(ITEM) From the Director, Community Business Development Partners (CBDP), requesting adoption of the proposed amendments to various sections of Chapters 32, 42, 44 and 56 of the Milwaukee County Code of General Ordinances necessary to effectuate changes mandated by the updates to Title 49 of the Code of Federal Regulation (49 CFR), Part 26, published January 28, 2011, as they relate to the Disadvantaged Business Enterprise (DBE) Program of Milwaukee County, by recommending adoption of the following:

A RESOLUTION/ORDINANCE

WHEREAS, on November 5, 1992, the Milwaukee County Board of Supervisors adopted File No. 92-474, which established that Federal Certification guidelines as established in Title 49 of the Code of Federal Regulations (49 CFR) Part 23 be implemented for all County DBE certification programs; and

WHEREAS, on April 22, 1999, following the direction of the United States Department of Transportation (USDOT), the Milwaukee County Board of Supervisors adopted File No. 99-216(b), which adopted the definitions of 49 CFR Part 26 replacing those of the deleted 49 CFR Part 23; and

WHEREAS, the Milwaukee County Code of General Ordinances directs that the DBE Program “shall comply with Title 49 of the Code of Federal Regulations, Parts 23 and 26, as amended from time to time, and all other appropriate federal laws and regulations, as applicable, now in effect or to take effect in the future”; and

WHEREAS, USDOT requires mandatory DBE Program updates from all recipients of USDOT financial assistance by February 28, 2012, per 49 CFR Part 26; and

WHEREAS, the Milwaukee County Code of General Ordinances directs that CBDP “will be the enforcing office” of the DBE Program responsible for these mandatory Program updates; and

WHEREAS, following the directives prescribed in 49 CFR Part 26, CBDP has completed the necessary updates to Milwaukee County’s DBE Program in order to maintain compliance with this Federal requirement; and

WHEREAS, subsequent USDOT approval of Milwaukee County’s updated DBE Program is a condition of eligibility for continued FAA and FTA financial assistance; and

WHEREAS, CBDP has conferred with representatives of the County Board, the Departments of Administrative Services, DAS – Facilities Management, Audit, Controller, Corporation Counsel, Procurement and Transportation, and key contractors including Milwaukee Transport Services, Inc. to work through DBE Program updates

47 and their implications on County contracting procedures and the Milwaukee County
48 Code of General Ordinances; and

49
50 WHEREAS, CDBP has included the recommendations of these representatives
51 that resulted from extensive dialogue, exchange and feedback in these Milwaukee
52 County Code of General Ordinances modifications; and

53
54 WHEREAS, CDBP has included Milwaukee County Code of General Ordinances
55 modifications which will establish a small business enterprise utilization element to the
56 County's DBE Program that will afford increased opportunities for, and participation of,
57 small businesses seeking and conducting business with the County; and

58
59 WHEREAS, CDBP has modified, to the greatest extent possible, the existing
60 Milwaukee County Code of General Ordinances to coordinate verbatim with the
61 language of 49 CFR Part 26; now, therefore,

62
63 BE IT RESOLVED, that, as requested by CDBP, the Milwaukee County
64 Disadvantaged Business Enterprise (DBE) Program and the Milwaukee County Code of
65 General Ordinances, as it relates to the operation and administration of the DBE
66 Program, be hereby amended to comply with the laws governing participation by such
67 firms on projects assisted with County and Federal funds required by recent federal
68 regulatory changes and to clarify its operation and administration.

69
70 BE IT FURTHER RESOLVED, that to ensure the above-noted revisions are
71 properly codified, the County Board of Supervisors does hereby adopt the following:

72
73 **An Ordinance**

74
75 To amend Chapter 32, 42, 44 and 56 of the General Ordinances of Milwaukee
76 County as appropriate to comply with federal legislative and regulatory changes related
77 to Title 49 of the Code of Federal Regulations, Part 26, that impact the Disadvantaged
78 Business Enterprise Program of Milwaukee County and to clarify the operation and
79 administration of the Disadvantaged Business Enterprise Program of Milwaukee
80 County.

81
82 The County Board of Supervisors of the County of Milwaukee County does
83 ordain as follows:

84
85 **SECTION 1.** Sections 32.20(6), 32.23(4), 32.25(7)(d), 32.25(7)(e), 32.40(6), of
86 the General Ordinances of Milwaukee County are hereby amended as follows:

87
88 **32.20(6). - Words and phrases defined**

89
90 32.20(6) "Procurement" means buying, purchasing renting, leasing, or otherwise
91 acquiring any supplies, materials, equipment and contractual services. It also
92 encompasses all functions that pertain to obtaining the above including

93 description of requirements, selection and solicitation of sources, preparation and
94 award of contract and all phases of administration; including disadvantaged
95 business enterprise administration as defined in chapter 42, where applicable.
96

97 **32.23(4). - Purchasing standardization committee**

98
99 32.34(4) Hear appeals as defined in section 32.26 and 32.51.
100

101 **32.25(7)(d). - Purchasing and contracting procedure**

102
103 Notwithstanding any other provisions of this chapter to the contrary, where
104 adequate competition exists, the purchasing administrator shall have the
105 authority, in any situation where a contract is to be let through the bidding
106 process, to reserve such contract exclusively for vendors listed ~~on the minority~~
107 ~~business enterprise and women~~ as small business enterprises as defined in
108 chapter 42.02(k). In such event, the bid announcements shall indicate such
109 reservation, citing this subsection as authority therefor. Reservations by the
110 purchasing administrator may be on a commodity basis or on an individual
111 contract basis.
112

113 **32.25(7)(e). - Purchasing and contracting procedure**

114
115 Annually the county board shall adopt by resolution a recommended minimum
116 percentage goal for the participation of disadvantaged business enterprise
117 vendors in contracts awarded pursuant to chapter 32. Such goals are not
118 mandatory; however, the purchasing administrator shall make diligent efforts to
119 achieve or exceed such annual participation goals. All written solicitations and
120 notices for bids promulgated or published pursuant to this chapter shall contain
121 language advising potential bidders of the provisions of this subsection
122

123 **32.40. - General**

124
125 32.40(6) Solicitation for services ~~affecting county employees~~ as defined in
126 section 32.20(2) and (17) shall be governed by section 56.30 with an aggregate
127 value in excess of fifty thousand dollars (\$50,000) shall be approved by the
128 county board prior to award. Approval shall not be requested until after
129 completion of the protest and appeal process outlined in 32.50 and 32.51 of this
130 section.
131

132 **SECTION 2.** Section 32.40(7) of the General Ordinances of Milwaukee County
133 is added as follows:

134
135 (7) Notwithstanding any other provisions of this chapter to the contrary, where
136 adequate competition exists, the purchasing administrator shall have the
137 authority, in any situation where a contract is to be let through the negotiated
138 acquisition process, to reserve such contract exclusively for vendors listed as

139 small business enterprises as defined in chapter 42.02(k). In such event, the
140 solicitation announcements shall indicate such reservation, citing this subsection
141 as authority therefore. Reservations by the purchasing administrator may be on
142 a commodity basis or on an individual contract basis.
143

144 **SECTION 3.** Title of Chapter 42 of the General Ordinances of Milwaukee County
145 is amended as follows:

146
147 **Chapter 42. - Title**
148

149 Chapter 42 - DISADVANTAGED BUSINESS ENTERPRISE AND AIRPORT
150 CONCESSION DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION
151 IN PROFESSIONAL SERVICES, TIME AND MATERIAL, AND PUBLIC WORKS
152 COUNTY CONTRACTING
153

154 **SECTION 4.** Sections 42.01, 42.02(1)(a), 42.02(1)(b), 42.02(1)(c), 42.02(1)(e),
155 42.02(1)(f), 42.02(1)(g), 42.02(1)(k), 42.03, 42.04, 42.04(1), 42.04(2), 42.04(3),
156 42.04(4), 42.04(5), 42.04(7), 42.04(8), 42.04(9), 42.04(10), 42.04(11), 42.04(12),
157 42.05, 42.05(1), 42.05(2), 42.05(3), 42.05(4), 42.06, 42.06(1), 42.06(2), 42.06(3),
158 42.06(4), 42.06(5), 42.06(5)(a), 42.06(5)(b), 42.06(5)(c), 42.06(5)(d), 42.06(5)(e),
159 42.07(1), 42.07(2), 42.07(3), 42.07(4), 42.07(5), 42.07(6), 42.07(7), 42.08(1),
160 42.08(2), 42.08(3), and 42.08(4) of the General Ordinances of Milwaukee County
161 are amended as follows:

162 **42.01. - Policy.**

163 Based upon the findings contained in county board file no. 92-474 and all other
164 documents and reports contained therein, it is the county's policy to comply with
165 all federal requirements relating to the Disadvantaged Business Enterprise (DBE)
166 Program and the Airport Concession Disadvantaged Business Enterprise
167 (ACDBE) Program ~~identified in section 42.02(2)(a) and to require opportunities~~
168 ~~for participation by Disadvantaged Business Enterprises (DBE) and Airport~~
169 ~~Concession Disadvantaged Business Enterprises (ACDBE) DBE and ACDBE~~
170 ~~firms in county professional services, time and material, and public works~~
171 ~~contracting. The provisions of this chapter will apply to both county and federally~~
172 ~~funded projects.~~

173 Disadvantaged Business Enterprises Program and Airport Concession
174 Disadvantaged Business Enterprises Program for all projects funded with federal
175 money, including but not limited to the Federal Transit Administration (FTA),
176 Federal Aviation Administration (FAA) and Federal Highway Administration
177 (FHWA) shall comply with Title 49 of the Code of Federal Regulations, Parts 23
178 and 26, as amended from time to time, and all other appropriate federal laws and
179 regulations, as applicable, now in effect or to take effect in the future.

180 **42.02. - Definitions.**

181 (1) For all projects subject to this chapter funded with federal and county

182 money and those funded only by county money, the following definitions shall
183 apply;

184 (a) *Airport concession disadvantaged business enterprise (ACDBE)*
185 means a concession that is a for-profit small business concern (1) that is at
186 least fifty-one (51) percent owned by one (1) or more individuals who are
187 both socially and economically disadvantaged, or in the case of a
188 corporation, in which fifty-one (51) percent of the stock is owned by one (1)
189 or more such individuals; and (2) and whose management and daily
190 operations are controlled by one (1) or more socially and economically
191 disadvantaged individuals who own it.

192 (b) *Commercially useful function.* ~~In addition to the herein described~~
193 ~~definitions, various standard and criteria, as developed by the director of~~
194 ~~transportation and public works, and approved by the county board, will be~~
195 ~~implemented in conjunction with and by the Community Business~~
196 ~~Development Partners Office or such other process as recommended by the~~
197 ~~Director of the Community Business Development Partners Office and~~
198 ~~approved by the county board in order to determine eligibility and~~
199 ~~certification of a disadvantaged business enterprise or an airport concession~~
200 ~~disadvantaged business enterprise. A DBE performs a commercially useful~~
201 ~~function when it is responsible for execution of the work of the contract and~~
202 ~~is carrying out its responsibilities by actually performing, managing, and~~
203 ~~supervising the work involved. To perform a commercially useful function,~~
204 ~~the DBE must also be responsible, with respect to materials and supplies~~
205 ~~used on the contract, for negotiating price, determining quality and quantity,~~
206 ~~ordering the material, and installing (where applicable) and paying for the~~
207 ~~material itself. To determine whether a DBE is performing a commercially~~
208 ~~useful function, all facts and circumstances are considered including, but not~~
209 ~~limited to, the amount of work subcontracted, industry practices, whether the~~
210 ~~amount the firm is to be paid under the contract is commensurate with the~~
211 ~~work it is actually performing and the DBE credit claimed for its performance~~
212 ~~of the work, and other relevant factors.~~

213 (c) *Concession* means one (1) or more of the types of for-profit businesses
214 defined in 49 CFR Part 23, Section 23.3 under the definition listed in
215 paragraphs (1) or (2) of this definition:

216 (1) A business, located on an airport that is engaged in the sale of
217 consumer goods or services to the public under an agreement with
218 Milwaukee County, another concessionaire, or the owner or lessee of a
219 terminal, if other than Milwaukee County; or

220 (2) A business conducting one (1) or more of the following covered
221 activities, even if it does not maintain an office, store, or other business
222 location on an airport, as long as the activities take place on the airport:
223 management contracts and subcontracts, a web-based or other
224 electronic business in a terminal or which passengers can access at the

225 terminal, an advertising business that provides advertising displays or
226 messages to the public on the airport, or a business that provides
227 goods and services to concessionaires.

228 (e) ~~Disadvantaged business enterprise (DBE) means a for-profit small~~
229 ~~business concern which is at least fifty-one (51) percent owned by one (1) or~~
230 ~~more individuals who are both socially and economically disadvantaged or,~~
231 ~~in the case of a corporation in which fifty-one (51) percent of the stock is~~
232 ~~owned by socially and economically disadvantaged individuals who own it.~~
233 Contract means a legally binding relationship obligating a seller to furnish
234 supplies or services (including, but not limited to, construction and
235 professional services) and the buyer to pay for them. For purposes of this
236 part, a lease is considered to be a contract.

237 (f) ~~Good faith efforts means efforts to achieve a DBE or ACDBE goal or~~
238 ~~other requirement, which by their scope, intensity, and appropriateness to~~
239 ~~the objective, can reasonably be expected to fulfill the program requirement.~~
240 Disadvantaged business enterprise (DBE) means a for-profit small business
241 concern which is at least fifty-one (51) percent owned by one or more
242 individuals who are both socially and economically disadvantaged or, in the
243 case of a corporation in which fifty-one (51) percent of the stock is owned by
244 one or more such individuals; and whose management and daily operations
245 are controlled by one or more of the socially and economically
246 disadvantaged individuals who own it.

247 (g) ~~Good faith effort waiver refers to a request to use a prime~~
248 ~~contractor/consultant in the event that the DBE or ACDBE goal cannot be~~
249 ~~met.~~ Good faith efforts means efforts to achieve a DBE or ACDBE goal or
250 other requirement, which by their scope, intensity, and appropriateness to
251 the objective, can reasonably be expected to fulfill the program requirement.

252 (k) ~~Socially and economically disadvantaged individual means any individual~~
253 ~~who is a citizen (or a lawful permanent resident) of the United States and~~
254 ~~who is a member of one (1) of the following groups:~~

255 (1) ~~Any individual who the county on a case-by-case basis~~
256 ~~determines is socially and economically disadvantaged;~~

257 (2) ~~Any individual in the following groups, members of which are~~
258 ~~rebuttably presumed to be socially and economically disadvantaged:~~

259 (i) ~~"African Americans" which includes persons having origins in~~
260 ~~any of the black racial groups of Africa;~~

261 (ii) ~~"Hispanic Americans" which includes persons of Mexican,~~
262 ~~Puerto Rican, Cuban, Central or South American or other Spanish~~
263 ~~culture or origin, regardless of race;~~

264 (iii) ~~"Native Americans" which includes persons who are~~

265 American Indians, Eskimos, Aleuts or Native Hawaiians;

266 (iv) ~~"Asian Pacific Americans" which includes persons whose~~
267 ~~origins are from Japan, China, Taiwan, Korea, Burma (Myanmar),~~
268 ~~Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia,~~
269 ~~Indonesia, the Philippines, Burnei, Samoa, Guam, the U.S. Trust~~
270 ~~Territories of the Pacific and Northern Marinas, Macao, Fiji, Tonga,~~
271 ~~Kirbati, Juvalu, Nauru, Federated States of Micronesia or Hong~~
272 ~~Kong;~~

273 (v) ~~"Sub-continent Asian Americans" which includes persons whose~~
274 ~~origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives~~
275 ~~Islands, Nepal or Sri Lanka;~~

276 (vi) ~~Women;~~

277 (vii) ~~Any additional groups whose members are designated as~~
278 ~~socially and economically disadvantaged by the United States~~
279 ~~Small Business Administration at such time the United States~~
280 ~~Small Business Administration designation becomes effective.~~
281 *Small business enterprise (SBE)* means an organized, for-profit
282 business that is independently owned and operated and not
283 dominant in its field. Depending on the industry, size standard
284 eligibility is based on the average number of employees for the
285 preceding twelve months or on sales volume average over a three-
286 year period. In no case will a firm be an eligible SBE in any
287 Federal fiscal year if the firm (including its affiliates) has had
288 average annual gross receipts, as defined by United States Small
289 Business Administration (SBA) regulations (see 13 CFR 121.402),
290 over the firm's previous three fiscal years in excess of \$22.41
291 million, or if the owner(s) of the firm exceed the personal net worth
292 (PNW) described in 49 CFR Part 26.

293 **42.03. - Enforcing office department.**

294 The community business development partners office department will be the
295 enforcing office department and is hereinafter referred to as "CBDP" office.

296 **42.04. - Function of the office of community business development partners**
297 **department (CBDP).**

298 (1) In accordance with 49 CFR Parts 23 and 26, the ~~office of the~~ director of
299 ~~the community business development partners~~ CBDP is designated as the
300 county's disadvantaged business enterprise liaison officer ("DBELO") and the
301 airport concession disadvantaged business enterprise liaison officer
302 ("ACDBELO").

303 (2) Recommend to the county board appropriate annual percentage
304 requirements for DBE and ACDBE participation in county ~~professional services,~~

305 ~~time and materials and public works~~ contracting. The director shall ensure that
306 the overall ~~annual~~ triennial DBE and ACDBE percentage goals, including race
307 neutral and race conscious components, are set in accordance with the
308 requirements of 49 CFR Parts 23 and 26 as currently enforced or as amended.

309 (3) The director shall recommend to the county board other appropriate
310 policies which encourage SBE, DBE and ACDBE participation in county
311 ~~professional services, time and materials and public works~~ contracting.

312 (4) In consultation with the county's office of corporation counsel, the director
313 shall revise and/or update the ~~disadvantaged business enterprise~~ DBE utilization
314 specifications language to ensure such language is included in ~~professional~~
315 ~~services~~ county contracts.

316 (5) The director shall establish SBE, DBE and ACDBE contract compliance
317 monitoring procedures.

318 (7) The ~~office~~ department shall report annually to the county board on SBE,
319 DBE and ACDBE participation levels on all contracts subject to this chapter. The
320 director shall provide outreach services to SBEs, DBEs and ACDBEs and
321 community organizations to advise them of contracting opportunities with the
322 county.

323 (8) The director shall ensure that department/division heads and contract
324 administrators make available bid notices and requests for proposals to SBEs,
325 DBEs and ACDBEs in a timely manner.

326 (9) The director shall assist department/division heads and contract
327 administrators to identify contracts where DBE and ACDBE race conscious and
328 race neutral goals can be included in contract solicitations.

329 ~~Professional services and County~~ contracts may not be awarded without
330 the written approval of the CBDP director or designee who will ensure that the
331 required SBE, DBE or ACDBE participation is included on all contracts.

332 (11) All contract solicitations subject to this chapter will require the approval of
333 the CBDP director or designee who will ensure that an appropriate DBE or
334 ACDBE goal is assigned and/or consideration is given to participation by SBEs.

335 (12) ~~The CBDP office~~ is responsible for reviewing and approving good faith
336 effort waiver requests when the contractually assigned DBE or ACDBE goal
337 ~~cannot be~~ is not met by a contractor or consultant.

338 **42.05. - Certification of disadvantaged business enterprises (DBE) and airport**
339 **disadvantage business enterprises (ACDBE) DBEs and ACDBEs, and verification**
340 **of SBEs.**

341 (1) The certification of DBE and ACDBE, and verification of SBE firms shall
342 be the responsibility of the CBDP office.

343 (2) Certification of DBE firms and ACDBE firms shall be governed by the
344 standards and guidelines of 49 CFR Parts 23 and 26 and the processes and
345 procedures established by the Wisconsin Unified Certification Program (WIUCP).
346 Verification of SBE firms shall be governed by these same standards, minus any
347 and all reference to race, gender and/or social disadvantage.

348 (3) As a member of the Wisconsin Unified Certification Program (WIUCP), all
349 ~~denials of initial certification and recertification~~ removal decisions by the CBDP
350 office may be appealed to the WIUCP in accordance with 49 CFR Parts 23 and
351 26.

352 (4) The CBDP director is authorized to establish new or amended procedures
353 for certification ~~and recertification~~ in accordance with the WIUCP agreement
354 signed by the county and the members of the WIUCP and 49 CFR Parts 23 and
355 26.

356 **42.06. - Professional services and other non-professional service contracting.**

357 All county ~~departmental and institutional~~ department/division heads and contract
358 administrators are required to provide written notification to the CBDP office as
359 further described herein prior to entering into soliciting for professional services
360 and other non-professional services contracts as defined in sections 32.20(2)
361 and (17) and 56.30 of this Code. Annual percentage goals for DBE and ACDBE
362 participation on professional and non-professional services contracts ~~either at the~~
363 ~~prime or sub-contracted level,~~ will be established as set forth by county
364 ordinance.

365 (1) Regardless of the dollar amount of the contract, all county
366 department/division heads and contract administrators are required to notify the
367 office CBDP in writing prior to publication of an RFP or an RFQ. The
368 department/division heads and contract administrators are is required to submit
369 an approved CBDP a DBE participation recommendation form to the CBDP office
370 for approval. ~~The office will then furnish to the department administrator a list of~~
371 ~~certified DBEs and ACDBEs that the department administrator shall use in its~~
372 ~~selection process unless waived for good cause by the CBDP office upon written~~
373 ~~request from the department administrator. Written request from the department~~
374 ~~administrator shall involve the CBDP office in development of CBDP will~~
375 ~~provide DBE or ACDBE specification language to be utilized in the appropriate~~
376 ~~selection process. The department/division head and/or contract~~ administrator
377 shall notify the office and the controller, in writing, of its selection regardless of
378 whether or not a DBE or ACDBE is selected. No contract shall be issued without
379 review and written approval by the CBDP office that provisions of this section
380 have been met.

381 (2) ~~If the proposer selected is not a DBE or ACDBE, department~~
382 ~~administrators shall be responsible for working with the CBDP office to utilize a~~
383 ~~DBE or ACDBE in any subcontracting work by the departmental or institutional~~
384 ~~administrator in consultation with the CBDP office, unless waived for good cause~~

385 by the director of the CBDP office. CBDP will establish, where feasible, a
386 percentage, up to the total contract value, of prime contract and subcontract
387 awards to be set aside for participation by SBEs during DBE participation
388 recommendation review. A "set aside" is the reserving of a contract or a portion
389 of a contract exclusively for participation by SBEs, regardless of the owner's race
390 or gender.

391 (3) It is the intention and purpose of this section and the process described
392 herein, in addition to procedure and process further detailed in the administrative
393 manual code regarding this section, that each department attain the minimum
394 goal as established by the county either at or through the prime or subcontracted
395 level. CBDP requires contractors/consultants to submit DBE documentation with
396 their original bid/proposal as a matter of responsiveness. CBDP shall provide
397 department/division heads and contract administrators with the appropriate DBE
398 specification language, required contract provisions, instructions, forms and
399 procedures to be included with the bid/proposal solicitations. The
400 department/division head or contract administrator shall forward all DBE
401 submissions to CBDP. CBDP will review responses to assure submission of the
402 required forms and documentation. CBDP shall make determinations as to
403 bidder/proposer responsiveness to DBE requirements, and may reject and
404 remove from further consideration all bids/proposals submitted without proper
405 documentation.

406 (4) The department/division heads and contract administrators will assist the
407 office by submitting quarterly DBE and ACDBE reports that will enable the CBDP
408 office to monitor DBE and ACDBE compliance. All final payment requests must
409 be accompanied by a signed affidavit verifying that the DBE or ACDBE
410 requirements have been met. The owner department shall require all prime
411 contractors/consultants to submit a DBE or ACDBE utilization report with all
412 payment requests. Copies of utilization reports and payment requests shall be
413 forwarded to CBDP for review. Department/Division heads and contract
414 administrators shall ensure that all final payment requests are accompanied with
415 a signed affidavit verifying that the DBE and/or ACDBE requirement has been
416 met, either at the prime or sub-contracted level.

417 (5) It shall be the responsibility of the department administrators to conform
418 to the provisions of this section to ensure utilization of DBEs on county
419 professional service contracts. All directors of county departments must submit
420 an annual disadvantaged business enterprise or airport concession
421 disadvantaged business enterprise utilization plan by February 1 of each year to
422 the CBDP office. The plan shall provide the following information
423 Department/Division heads and contract administrators shall comply with the
424 provisions of this section to ensure utilization of DBE and ACDBE firms on county
425 professional and non-professional service contracts. All department/division
426 heads shall submit annually to CBDP a DBE/ACDBE utilization plan form by
427 December 15 each year. The plan shall provide the following information:

428 (a) Total number of projected professional and non-professional services

- 429 contracts to be awarded by department/division for the year.
- 430 (b) Total value of professional and non-professional services contracts
431 to be awarded and a dollar value by contract type.
- 432 (c) Designation of a department and/or division staff person as contact
433 person(s) for professional and non-professional services contracts.
- 434 (d) ~~Department's plan to secure participation of DBEs and ACDBEs in~~
435 ~~professional services contracts which shall include:~~
- 436 ~~(1) Contracts where DBEs or ACDBEs will be included in the~~
437 ~~request for qualifications (RFQ) or request for proposal (RFP)~~
438 ~~process.~~
- 439 ~~(2) Contracts where proposals can informally be solicited from and~~
440 ~~awarded to DBEs and ACDBEs. Value of contracts/subcontracts the~~
441 ~~department/division estimates will be awarded to DBEs or ACDBEs~~
442 ~~on professional and non-professional services contracts.~~
- 443 (e) ~~Value of contracts/subcontracts the department estimates will be~~
444 ~~awarded to DBEs or ACDBEs on professional services contracts.~~
445 ~~Percentage of total contract dollars that the department/division estimates~~
446 ~~will be awarded to DBEs or ACDBEs.~~

447 **42.07. - Construction contracting.**

- 448 (1) The owner department of ~~public works~~ shall consult with the CBDP office
449 to determine an appropriate goal on all contracts.
- 450 (2) The owner department shall ~~be required to~~ submit an approved DBE
451 participation recommendation form for each ~~public works~~ project. CBDP will
452 establish, where feasible, a percentage, up to the total contract value, of prime
453 contract and subcontract awards to be set aside for participation by SBEs during
454 DBE participation recommendation review. A "set aside" is the reserving of a
455 contract or a portion of a contract exclusively for participation by SBEs,
456 regardless of the owner's race or gender.
- 457 (3) The CBDP ~~director~~ shall provide the director of ~~public works~~ the owner
458 department with appropriate DBE specification language and required contract
459 provisions to be included in bidding and contract documents.
- 460 (4) ~~The department administrator shall ensure that the prime contractor shall~~
461 ~~comply with the assigned DBE or ACDBE goal and/or with the requirements of~~
462 ~~49 CFR Part 26, and make a good faith effort to achieve the required DBE or~~
463 ~~ACDBE participation. If the prime contractor is unable to meet the required DBE~~
464 ~~or ACDBE participation, the prime contractor must submit a good faith effort~~
465 ~~waiver request to the CBDP office. CBDP requires contractors/consultants to~~
466 ~~submit DBE documentation with their original bid/proposal as a matter of~~

467 responsiveness. CBDP shall provide department/division heads and contract
468 administrators with the appropriate DBE specification language, required contract
469 provisions, instructions, forms and procedures to be included with the
470 bid/proposal solicitations. The department/division head or contract administrator
471 shall forward all DBE submissions to CBDP. CBDP will review responses to
472 assure submission of the required forms and documentation. CBDP shall make
473 determinations as to bidder/proposer responsiveness to DBE requirements, and
474 may reject and remove from further consideration all bids/proposals submitted
475 without proper documentation.

476 (5) The owner department of ~~public works~~ shall require the all prime
477 contractors/consultants to submit a DBE or ACDBE utilization report with all
478 payment requests. Copies of utilization reports and payment requests ~~should~~
479 shall be forwarded to the CBDP office for review.

480 (6) ~~The department administrator~~ Department/Division heads and contract
481 administrators shall ensure that all final payment requests ~~must be~~ are
482 accompanied with a signed affidavit verifying that the DBE and/or ACDBE
483 requirement has been met, either at the prime or subcontracted level.

484 (7) The owner department of ~~public works~~ shall submit an annual list of
485 approved ~~public works~~ projects as defined in chapter 44, section 44.001, whether
486 funded with federal funds or solely with county funds. The director of ~~public works~~
487 the owner department must submit the ~~disadvantaged business enterprise~~
488 DBE/ACDBE utilization plan by December 15 of each year to the CBDP office
489 based on the county board adopted budget. The list shall provide the following
490 information:

491 (a) A listing by division within the department of types of contracts to be
492 awarded and a dollar value by contract type based on the county board
493 adopted budget.

494 (b) Designation of a department staff person as contact person(s) for each
495 construction contract.

496 **42.08. - Enforcement and monitoring.**

497 (1) Compliance reviews and audits. ~~During contract performance, the~~ The
498 county and CBDP reserves the right to conduct compliance reviews and request,
499 both from the prime contractor/consultant and DBE
500 subcontractors/subconsultants or ACDE concessionaires, documentation ~~that~~
501 would indicate necessary to verify level of compliance. If the contractor/vendor is
502 not in compliance with DBE and/or ACDBE contract requirements, CBDP will
503 notify the contractor/vendor in writing of corrective action to be taken.

504 (2) If the contractor/consultant fails or refuses to take corrective action within
505 the time specified in the notice, the county at CBDP's request, may terminate or
506 cancel the contract, in whole or in part; withhold payments on the contract until
507 DBE and/or ACDBE contract compliance issues are resolved to the county's

508 satisfaction; or impose other appropriate sanctions, including the one identified in
509 section 42.08(3) below. The director of the owner department of ~~public works or~~
510 ~~appropriate department head~~ shall be notified by the director of the CBDP office
511 when sanctions are made against a contractor/consultant.

512 (3) The director of ~~the CBDP office~~ or designee shall have the authority to
513 withhold contractor/consultant payments until DBE and/or ACDBE participation
514 requirements have been met. If the contractor/consultant has completed its
515 contract, and the goal was not met due to an absence of good faith on the part of
516 the contractor/consultant, the proper measure of damages for such
517 noncompliance shall be the dollar amount of the unmet portion of the DBE and/or
518 ACDBE goal. The county may in such case retain any unpaid contract amounts
519 and retainage otherwise due the contractor/consultant, up to the amount of the
520 unmet goal. Milwaukee County may bring suit to recover damages up to the
521 amount of unmet goal, including interest at the rate of twelve (12) percent
522 annually, plus the county's costs, expenses and actual attorney's fees incurred in
523 the collection action.

524 (4) Pursuant to 49 CFR Part 26 it is county policy to ensure that all
525 subcontractors or subconsultants are promptly paid within seven (7) days of the
526 prime contractor/consultant receiving payment from the county, for all work
527 satisfactorily completed. In the event a prime ~~contractor or prime~~
528 contractor/consultant fails to pay ~~subcontractors~~ or
529 subcontractors/subconsultants within the stated time frame, the CBDP director or
530 designee may direct the owner department or accounts payable head to withhold
531 payment to the prime contractor/consultant or impose other appropriate
532 sanctions in accordance with county ordinance. The CBDP director or designee
533 may authorize a waiver of the requirements of this chapter, as determined by
534 CBDP pursuant to section 42.04(1), on a contract-by-contract basis, upon good
535 cause shown.

536
537 **SECTION 5.** Section 42.02(1)(l) of the General Ordinances of Milwaukee County
538 is added as follows:

539 **42.02(1)(l)** *Socially and economically disadvantaged individual* means any
540 individual who is a citizen (or lawfully admitted permanent resident) of the United
541 States and who is—

542 (1) Any individual who the county finds to be a socially and economically
543 disadvantaged individual on a case-by-case basis

544 (2) Any individual in the following groups, members of which are
545 rebuttably presumed to be socially and economically disadvantaged:

546 (i) "Black Americans" which includes persons having origins in any
547 of the black racial groups of Africa;

548 (ii) "Hispanic Americans" which includes persons of Mexican,

549 Puerto Rican, Cuban, Dominican, Central or South American
550 or other Spanish or Portuguese culture or origin, regardless of
551 race;

552 (iii) "Native Americans" which includes persons who are American
553 Indians, Eskimos, Aleuts or Native Hawaiians;

554 (iv) "Asian Pacific Americans" which includes persons whose origins
555 are from Japan, China, Taiwan, Korea, Burma (Myanmar),
556 Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia,
557 Indonesia, the Philippines, Burnei, Samoa, Guam, the U.S.
558 Trust Territories of the Pacific Islands (Republic of Palau), the
559 Commonwealth of the Northern Marinas, Macao, Fiji, Tonga,
560 Kirbati, Juvalu, Nauru, Federated States of Micronesia or
561 Hong Kong;

562 (v) "Sub-continent Asian Americans" which includes persons whose
563 origins are from India, Pakistan, Bangladesh, Bhutan, the
564 Maldives Islands, Nepal or Sri Lanka;

565 (vi) Women;

566 (vii) Any additional groups whose members are designated as
567 socially and economically disadvantaged by the SBA at such
568 time the SBA designation becomes effective.

569
570 **SECTION 6.** Section 42.06(5)(f) of the General Ordinances of Milwaukee County
571 is deleted in its entirety:

572
573 ~~42.06(5)(f) — Percentage of total contract dollars that the department estimates will be~~
574 ~~awarded to DBEs or ACDBEs.~~

575
576 **SECTION 7.** Sections 44.07(c), 44.16, 44.16(1), and 44.16(3) of the General
577 Ordinances of Milwaukee County are amended as follows:

578 **44.07. - Bid requirements, disqualification and rejection of bids.**

579
580 (c) *List of subcontractors.* Each bidder shall submit with the bid a list of
581 subcontractors (or material suppliers when required by the bid documents), with
582 whom it proposed to contract and the class of work to be performed by each. To
583 qualify for such listing, each subcontractor must first submit a bid in writing to the
584 contractor at least forty-eight (48) hours prior to time of bid closing. The list shall
585 not be altered without written consent of the county. A ~~Except the listing of~~
586 ~~disadvantaged business enterprises, as defined by Milwaukee County Ordinance~~
587 ~~§ 42.02(1)(f), to be used as subcontractors in the bid, a bid shall not be invalid if~~
588 ~~any subcontractor and the class of work to be performed has been omitted. The~~
589 ~~Except for omissions of the names of disadvantaged business enterprises and~~
590 ~~the class of work they are to perform, the~~ omission shall be considered

591 inadvertent or a representation that the bidder will perform the work. If
592 inadvertent, the bidder shall supply the list of subcontractors or material suppliers
593 within three (3) working days from date and time of bid opening. Bid may be
594 rejected upon failure to comply.

595 **44.16. - ~~Minority/women~~ Disadvantaged business enterprise program.**

596 Legislative intent: To assure that all county construction, repair or remodeling or
597 improvement contractors for any public works shall be awarded only on the basis
598 of ability or potential to do the job, and to assure full participation of all qualified
599 individuals:

600 (1) The ~~minority and women's~~ disadvantaged business enterprise (DBE)
601 program authority and procedures shall apply as set forth in chapter 42 of the
602 Code.

603 (2) Any act required to be performed or prohibited by chapter 42 of the Code is
604 hereby incorporated herein by reference.

605 (3) The ~~director of the department of public works~~ appropriate director of
606 transportation (or designee) or the director of administrative services (or
607 designee) is further authorized and empowered by this section to effectuate
608 and establish appropriate procedures, standards and bid specifications to
609 implement and achieve the county policies and goals contained in chapter 42.
610

611 **SECTION 8.** Sections 56.30(1)(a), 56.30(1)(b), 56.30(1)(d), 56.30(1)(e),
612 56.30(2)(a), 56.30(2)(b), 56.30(2)(d), 56.30(6)(g), and 56.30(8)(a) of the General
613 Ordinances of Milwaukee County are amended as follows:

614 **56.30(1) - Definitions.**

615 (a) "Professional services" means services, the value of which is substantially measured
616 by the professional competence of the person performing them and which are not
617 susceptible to realistic competition by cost of services alone. The services provided must
618 be materially enhanced by the specific expertise, abilities, qualifications and experience
619 of the person that will provide the service. Professional services shall typically include
620 services customarily rendered by architects; engineers; surveyors; real estate
621 appraisers; certified public accountants; attorneys; financial personnel; medical services,
622 except when such services are delivered to county employees as part of a workers
623 compensation claim; system planning; management and other consultants; and services
624 for promotional programs. Administrative Manual Procedure 4.13 on ~~professional~~
625 ~~services~~ DBE Contracting Requirements provides additional definition regarding services
626 that meet professional service contracting requirements under this ordinance. If a
627 department administrator or other department personnel is uncertain if their contract
628 should follow professional service contracting provisions under this ordinance, the
629 department administrator must make a request of Corporation Counsel for final
630 clarification, before beginning the contracting procedures.

631 (b) "Services" means the furnishing of labor, time or effort by a contractor/consultant, not
632 involving the delivery of a specific end product other than usual reports and/or drawings

633 which are incidental to the required performance.

634 (d)"Contractor" means a firm or individual who formally undertakes to do anything for
635 another. Independent contractors must maintain a separate business and hold
636 themselves out to and render service to the general public and must have a right
637 to control the details of the work performed. Questions regarding independent
638 contractor status must be directed to Corporation Counsel. Appendix F lists
639 federal criteria to be considered in determining independent contractor status.

640 (e)"Contract" means ~~an agreement between two (2) or more persons to do or not to do~~
641 ~~something~~ a legally binding relationship obligating a seller to furnish supplies or
642 services (including, but not limited to, construction and professional services) and
643 the buyer to pay for them. For purposes of this part, a lease is considered to be a
644 contract.

645 **56.30(2) - Policy.**

646 (a)*General policy statement.* All county departments and institution administrators are
647 responsible for procuring professional services and for soliciting, negotiating and
648 entering into ~~service~~ contracts as defined in ~~section 32.20(17)~~ in accordance with the
649 provisions of this section. However, the office of the county executive and the county
650 board shall be exempt from the provisions contained herein as shall be the department
651 of administration for the purpose of securing credit rating services related to debt
652 issuance and administration.

653 (b)*Disadvantaged business enterprise requirement.* All county departments and
654 institutions administrators are required to notify the ~~disadvantaged business~~
655 ~~development~~ Community Business Development Partners department (CBDP) division
656 in writing prior to entering into soliciting for professional service ~~contracts and service~~
657 ~~contracts as defined in section 32.20(17)~~ contract opportunities. Annual percentage
658 goals for DBE participation on professional services contracts will be established as set
659 forth by county ordinance. The procedures to be followed by departments regarding DBE
660 participation shall conform to provisions as contained in chapter 42. No professional
661 services contract ~~or service contract as defined in section 32.20(17)~~ shall be issued
662 without review and written approval by ~~the CBDP division~~ that all provisions of chapter
663 42 regarding disadvantaged business participation have been met.

664 (c)*Reference to ordinance and ~~administrative manual.~~* When a county
665 department/division head or contract administrator ~~or institution~~ is preparing to begin a
666 contract for professional services the department/division head or contract administrator
667 ~~should~~ shall follow the ~~ordinances~~ requirements of this section ~~56.30~~, and chapter 42 on
668 the requirements for using disadvantaged business enterprises in county contracting,
669 including professional services, and administrative manual section 1.13, which provides
670 further guidance on complying with professional service contracting requirements.

671 **56.30(6) - Policy.**

672 (g)All county ~~departments and institutions~~ department/division heads and contract
673 administrators are required to notify the Community Business Development Partners
674 ~~division~~ department (CBDP) in writing prior to entering into soliciting for professional
675 services contracts. Annual percentage goals for DBE participation on professional

676 services contracts will be established as set forth by county ordinance. The procedures
677 to be followed by departments regarding DBE participation shall conform to provisions
678 as contained in Chapter 42. No professional services contract shall be issued without
679 review and written approval by ~~the~~ CBDP ~~division~~ that all provisions of Chapter 42
680 regarding disadvantaged business participation have been met.

681 **56.30(8) - Controller responsibility.**

682 (a) The controller shall, on a quarterly basis, summarize the reports received from
683 department administrators concerning professional services contracts and send one
684 (1) copy to the committee on finance and audit and one (1) copy to the county
685 executive and one (1) copy to ~~the~~ CBDP ~~office~~.

686
687 **SECTION 9.** Sections 56.30(1)(f) and 56.30(1)(g) of the General Ordinances of
688 Milwaukee County are removed in their entirety:

689 **56.30(1) - Definitions.**

690 ~~(f) "Medical services" means services provided by a licensed or recognized~~
691 ~~health care professional, professional group, ambulance or medical~~
692 ~~transportation services operated by governmental units, medical laboratories or~~
693 ~~companies of medical supplies or equipment to county employees whose injury is~~
694 ~~considered a workers compensation claim. Hospitals, community based clinics,~~
695 ~~faculty physicians and surgeons or other physicians operating from Froedtert~~
696 ~~Memorial Lutheran Hospital, non-municipality operated ambulance and medical~~
697 ~~transportation providers are excluded from this definition.~~

698 ~~(g) "Service contract" means an agreement primarily related to staff~~
699 ~~services including, but not limited to, housekeeping, security, landscaping,~~
700 ~~maintenance and other non-professional services.~~

701
702 **SECTION 10.** This ordinance shall become effective upon publication.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 14, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Fiscal impact of County Ordinance modifications to Chapters 32, 42, 44 and 56 as a result of Federal regulation changes directly impacting Milwaukee County's Disadvantaged Business Enterprise (DBE) Program.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
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. The compliance of the Milwaukee County DBE Program with the regulations of the USDOT is implicitly spelled out. Title 49 of the Code of Federal Regulations, Part 26.21(c) states, "You are not eligible to receive DOT financial assistance unless DOT has approved your DBE program and you are in compliance with it and this part" with reference being to the whole of Part 26. These Ordinance changes are necessary to maintain compliance therewith, and passage will ensure that Milwaukee County maintains compliance with Federal regulations and continues to receive USDOT funding for its airport and transit operational, administrative and capital development projects.

B. There are no additional direct costs related to these County Ordinance changes.

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.

Department/Prepared By Freida Webb

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No



Community Business Development Partners

MILWAUKEE COUNTY

LEE HOLLOWAY • Chairman, Milwaukee County Board of Supervisors
 FREIDA WEBB • Director, Community Business Development Partners

INTER-OFFICE COMMUNICATION

DATE: February 21, 2012

TO: Lee Holloway, Chairman, County Board of Supervisors

FROM: Freida Webb, Director, Community Business Development Partners (CBDP)

SUBJECT: Request for approval to submit necessary Disadvantaged Business Enterprise (DBE) Program updates to the Federal Aviation Administration (FAA) and the Federal Transit Administration (FTA)

Background

Milwaukee County's DBE Program is structured to "comply with Title 49 of the Code of Federal Regulations (49 CFR), Parts 23 and 26, as amended from time to time, and all other appropriate federal laws and regulations, as applicable, now in effect or to take effect in the future." These regulations have changed, as the result of a rulemaking published in 2011, requiring updates to our current DBE Program. Federal funding is contingent upon continued compliance with 49 CFR Part 26 in our DBE Program.

Issue

Since the creation of 49 CFR Part 26, governing the DBE Program, in February 1999, there have been three major updates published. Each of the major revisions has occurred at four-year intervals, June 2003, April 2007 and January 2011.

Based upon the most recent publication of 49 CFR Part 26, January 28, 2011, Community Business Development Partners (CBDP) is responsible for updating the Milwaukee County DBE Program to comply with the significant changes required by this publication. CBDP has gone through the entire DBE Program and performed the updates necessary for the Program to comply with 49 CFR Part 26 as it now reads. One of these requirements is that the updated plan be submitted to the appropriate operating administration by February 28, 2012. The County must submit its updated DBE Program to both the FAA and the FTA, as funding is received from both of these agencies.

Recommendation

Therefore, CBDP is recommending approval of the proposed updates to the Milwaukee County DBE Program. The submission and approval of an updated DBE Program is necessary to comply the changes mandated by the Federal regulation updates of 49 CFR Part 26.

This matter is also being referred to the following Standing Committees as a means of bringing these necessary updates to the attention of Supervisors in anticipation of their presentation to the County Board during its March Committee Cycle: the Committee on Economic & Community Development, the Committee on Transportation, Public Works & Transit, and the Committee on Finance & Audit.



Community Business Development Partners
MILWAUKEE COUNTY

LEE HOLLOWAY • Chairman, Milwaukee County Board of Supervisors
FREIDA WEBB • Director, Community Business Development Partners

Freida Webb, Director

Community Business Development Partners

Cc (w/att.): County Executive, Chris Abele
Supervisor Michael Mayo, Transportation, Public Works & Transit
Supervisor Lynne De Bruin, Economic & Community Development, and Finance & Audit
Terry Cooley, County Board Chief of Staff
Jodi Mapp, Committee Clerk
Carol Mueller, Committee Clerk
, Committee Clerk
Kimberly Walker, Corporation Counsel
Jerome Heer, Director of Audit
Scott Manske, County Controller
Patrick Farley, Director of Administrative Services
Frank Busalacchi, Director of Transportation

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(ITEM) From the Director, Community Business Development Partners (CBDP), requesting authorization to submit the updated Milwaukee County Disadvantaged Business Enterprise (DBE) Program to the appropriate United States Department of Transportation (USDOT) operating administrations, specifically the Federal Aviation Administration (FAA) and the Federal Transit Administration (FTA), by recommending adoption of the following:

A RESOLUTION

WHEREAS, on November 5, 1992, the Milwaukee County Board of Supervisors adopted File No. 92-474, which established that Federal Certification guidelines as established in Title 49 of the Code of Federal Regulations (49 CFR) Part 23 be implemented for all County DBE certification programs; and

WHEREAS, on April 22, 1999, following the direction of the United States Department of Transportation (USDOT), the Milwaukee County Board of Supervisors adopted File No. 99-216(b), which adopted the definitions of 49 CFR Part 26 replacing those of the deleted 49 CFR Part 23; and

WHEREAS, USDOT requires mandatory DBE Program updates from all recipients of USDOT financial assistance by February 28, 2012, per 49 CFR Part 26; and

WHEREAS, following the directives prescribed in 49 CFR Part 26, CBDP has completed the necessary updates to Milwaukee County's DBE Program in order to maintain compliance with this Federal requirement; and

WHEREAS, subsequent USDOT approval of Milwaukee County's updated DBE Program is a condition of eligibility for continued FAA and FTA financial assistance; now therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby authorizes and directs the Department of Community Business Development Partners to submit the updated Milwaukee County DBE Program plan to the Federal Aviation Administration and the Federal Transit Administration for approvals.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 14, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Resolution by the County Board of Supervisors authorizing Community Business Development Partners (CBDP) to submit the updated Milwaukee County Disadvantaged Business Enterprise (DBE) Program plan to the United States Department of Transportation (USDOT) as prescribed in Title 49 of the Code of Federal Regulations, Part 26.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
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. The submission of significant changes to the Milwaukee County DBE Program by CDBP to the appropriate USDOT Operating Administration, in this case FAA & FTA, from whom funds are received is a requirement of all recipients, per 49 CFR 26.21(b)(2). Significant changes are noted in Sections 26.37, 26.39 and 26.47, as well as in the Policy Statement. This resolution will ensure that Milwaukee County maintains compliance with Federal regulations and continues to receive USDOT funding for its airport and transit operational, administrative and capital development projects.

B. There are no additional direct costs related to this updated DBE Program being submitted to USDOT.

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.

Department/Prepared By Freida Webb

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 14, 2012

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

FROM: Frank Busalacchi, Director of Transportation

SUBJECT: Summary of Fund Transfers for Consideration at the Finance and Audit Committee February 2012- **Informational Report**

<u>Description</u>	<u>Amount</u>
1. DAS-AE & ES	\$93,706.22

The Architecture and Engineering and Environmental Services Director, Department of Administrative Services, is requesting an Appropriation Transfer Request to carry over all project funds. Wt048 Transit Administrative Building Heating System Replacement is under construction. Work is anticipated to be substantially complete before June 2012. Please see attached fund transfer.

<u>Description</u>	<u>Amount</u>
2. DOT	\$3,557,809

The Director of Transportation is requesting an appropriation transfer in the amount of \$3,557,809 to supplement a project overrun on the 13th and Puetz intersection. The department has located funds in a surplus from Project WHO20052: West Oklahoma Ave. 108th to 76th St.

The West Oklahoma Avenue- 108th to 76th Street project was originally funded with over \$7 million because the original scope of the project was a reconstruction but was changed to a rehabilitation project.

An administrative decision was made by the then Director of Transportation and Public Works and Director of Highway Operations, to change the scope of the Oklahoma project and a previous fund transfer would reflect that change in scope. Changing the scope from a reconstruct to rehabilitation project significantly reduced the original estimated costs (see attachments for clarification). This resulted in the project actual costs coming in under the approximately \$7 million originally requested. We therefore have remaining funds, which we are requesting to move, to cover the overrun in the local project reflected in this fund transfer.

The original scope of the 13th Puetz project was approximately \$40,000, resulting in the project being identified in our operating budget instead of capital. The City of Oak Creek administered the project and worked with the Transportation Section on the project. As the project proceeded, it was discovered that there were several issues that were

identified leading to the scope being underestimated. Detailed information regarding the items that took the project over the original \$40,000 is attached for your information.

Based on the fact that the project is identified in the operating budget, there were no funds to close out the project. As of January 19, 2012 the project is in the final stage. Upon completion, the City of Oak Creek and the Transportation Services Section will review a final bill. To date no invoices have been paid for this project.

The Director of Transportation respectfully requests to move the surplus funds of \$300,000 from the capital project Oklahoma Avenue to the 13th Puetz Operating budget to cover the cost overruns.

Approved by:

A handwritten signature in blue ink, reading "Frank Busalacchi", is written over a horizontal line.

Frank Busalacchi, Director
Department of Transportation

FJB:mmb

Fund Transfer Questions

*We would request not to close out the project until we get sign off from all parties in order to avoid any unexpected item(s) not discovered immediately after the closeout of the project. This will allow flexibility and will avoid having to apply for **additional** funds.*

W. Oklahoma (108th to 76th)

1. The project is 90% complete. What work has been done and what work is remaining to be done? When will the work be 100% complete?

The project is substantially complete and the punch list items have been identified and will be scheduled which will allow for a close out of the project. Weather permitting the punch list items should be completed within the next 90 days.

2. The available balance for the project is approximately \$3.5 million (including \$200K in encumbrances). What do you forecast the ending available expenditure authority to be when the project can be closed out?

As of the date of the printing of this schedule, Estimated Expenditure Authority has reached \$3,400,000.

3. The total funding provided to the project (design construction) is \$7,973,000 (\$140K in 2009 and the remainder in 2010). Explain the factors contributed to the total surplus identified in your response to question #2 and provide the financial impact by item.

The project scope was reduced from a reconstruction to a rehabilitation, which resulted in less funds expended from the budgeted \$7.8M originally requested.

4. Based on the estimated remaining expenses, determine how much CHIP funding is still yet to be received. What will the unrealized revenue are when the project is closed out? Currently, \$1.3M is unrealized.

CHIP funding yet to be received are estimated to be approximately \$850,000.

The unrealized balance \$450,000

S. 13th St. (Puetz to Imperial)

1. Based on the local agreement, are there any costs that the County plans to dispute?

Local agreement indicates a 50% split in shared costs between Milwaukee County and the City of Oak Creek. At this time all of the work inspected has been completed, minus punch list items which will be completed within the net 90 days, weather permitting.

2. The current County costs identified are \$261,814.99, what are the outstanding anticipated costs for this project?

To-date we have received the invoice for our 50% share of the design cost, which is \$15,731.99. We have not received an invoice for our 50% share of the construction costs; however, we estimate our share to be approximately \$250,000.

We will be reviewing all invoices along with the punch list which once completed will allow us to close out the project, weather permitting.

3. Have we been invoiced for any of the \$261K and have we paid any of these costs (or encumbered any operating funds)?

No, we have not been invoiced for any of the \$261K with the exception as noted in question (2) The local project was administered by the City of Oak Creek and was not set up as a capital project due to the low amount of the original estimates to complete the project.

After the project design was started a review of the scope resulted in a finding that the project was underestimated and did not take into account several factors which resulted in an increase costs to complete the project.

- a. If we have paid any of these expenses, please identify how much and when the payments were sent out.

No payments have been made to the City of Oak Creek. It is important to note, that the existing funds were scheduled to come out of the operating budget and the division already had a deficit, resulting in no funding availability.

4. Please provide documentation from Oak Creek that the billings related to the \$261K ,what date?

We have received the invoice for the design, dated 10/5/2011 in the amount of \$15, 731.99

(see attached invoice)

5. Please provide an estimate from Oak Creek of the outstanding remaining costs and estimated completion date.

As mentioned above we have not received the construction invoices however, we have the latest construction costs through 1/31/2012 (see attached) which included up to date costs for this project.

6. Please provide a narrative that details the history of this project. In addition, the narrative should provide detail on the areas related to the cost overruns.

There are no changes to the estimated \$261K as described in (4) above. The actual costs are anticipated to be close to the estimated \$261K but, we want to cover any possible contingencies by requesting an additional \$39,000 (\$300,000 total)

Attachments included to support information indicated above.



Construction Pay Estimate Amount Balance Report

Estimate: 7

Wisconsin Department of Transportation

1/31/2012 1:31 PM

FieldManager 4.7a

Contract: 20110809011, S 13TH ST (CTH V)

Project: 2505-00-72, S 13TH ST (CTH V) INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0460	ADJUSTING MANHOLE COVERS	611.8110		3.000 EACH		2.000	2.000	67%	435.00000	\$870.00
0290	APR ENDWLS CULV PIPE REINF CONC 12-IN	522.1012		5.000 EACH		5.000	5.000	100%	728.70000	\$3,643.50
0270	APR ENDWLS FOR CULVERT PIPE STEEL 15-IN	521.1015		10.000 EACH		12.000	12.000	120%	289.24000	\$3,470.88
0280	APR ENDWLS FOR CULVERT PIPE STEEL 18-IN	521.1018		4.000 EACH		4.000	4.000	100%	306.38000	\$1,225.52
0210	ASPH SURFACE DRIVEWAYS & FIELD ENTRANCES	465.0120		145.000 TON		207.560	207.560	143%	84.00000	\$17,435.04
0230	ASPHALTIC FLUMES	465.0315		30.000 SY		35.930	35.930	120%	48.70000	\$1,749.79
0160	ASPHALTIC MATERIAL PG64-22	455.0115		105.000 TON		84.120	84.120	80%	100.00000	\$8,412.00
0170	ASPHALTIC MATERIAL PG64-28	455.0120		75.000 TON		67.810	67.810	90%	120.00000	\$8,137.20
0220	ASPHALTIC SURFACE TEMPORARY	465.0125		460.000 TON		714.950	714.950	155%	54.00000	\$38,607.30
1190	BACKPLATES SIGNAL FACE 3 SECTION 12-INCH	658.0215		10.000 EACH	3.000	10.000	10.000	100%	70.70000	\$707.00
1200	BACKPLATES SIGNAL FACE 5 SECTION 12-INCH	658.0225		2.000 EACH	1.000	2.000	2.000	100%	111.85000	\$223.70
0110	BASE AGGREGATE DENSE 1 1/4-INCH	305.0120		7,250.000 TON		10,069.030	10,069.030	139%	8.56000	\$86,190.90
0100	BASE AGGREGATE DENSE 3/4-INCH	305.0110		190.000 TON		430.600	430.600	227%	15.80000	\$6,803.48
0120	BREAKER RUN	311.0110		1,650.000 TON		4,188.570	4,188.570	254%	7.54000	\$31,581.82
1090	CABLE TRAFFIC SIGNAL 12-14 AWG	655.0260		1,690.000 LF		1,418.100	1,418.100	84%	1.94000	\$2,751.11
1070	CABLE TRAFFIC SIGNAL 5-14 AWG	655.0230		640.000 LF	445.000	445.000	445.000	70%	1.04000	\$462.80
1080	CABLE TRAFFIC SIGNAL 7-14 AWG	655.0240		160.000 LF	71.000	71.000	71.000	44%	1.28000	\$90.88
1100	CABLE TYPE UF 2-12 AWG GROUNDED	655.0305		675.000 LF	499.000	499.000	499.000	74%	0.86000	\$429.14
0010	CLEARING	201.0120		94.000 ID		239.000	239.000	254%	33.00000	\$7,887.00
1050	CONCRETE BASES TYPE 1	654.0101		6.000 EACH		6.000	6.000	100%	518.95000	\$3,113.70
1060	CONCRETE BASES TYPE 10	654.0110		4.000 EACH		4.000	4.000	100%	1,996.68000	\$7,986.72
0300	CONCRETE CURB & GUTTER 31-INCH	601.0331		1,885.000 LF		1,894.100	1,894.100	100%	11.00000	\$20,835.10
0140	CONCRETE DRIVEWAY 6-INCH	416.0160		125.000 SY		256.680	256.680	205%	30.00000	\$7,700.40
0510	CONCRETE MEDIAN SLOPED NOSE	620.0300		200.000 SF		140.590	140.590	70%	6.00000	\$843.54
0310	CONCRETE SIDEWALK 4-INCH	602.0405		1,440.000 SF		1,361.750	1,361.750	95%	3.30000	\$4,493.78

Contract: 20110809011

Estimate: 7

Page 1 of 7



Construction Pay Estimate Amount Balance Report

Estimate: 7

Wisconsin Department of Transportation

1/31/2012 1:31 PM

FieldManager 4.7a

Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0320	CONCRETE SIDEWALK 5-INCH	602.0410	855.000	SF		1,028.730	1,028.730	120%	3.30000	\$3,394.81
1020	CONDUIT RIGID NONMETALLIC SCH 40 2-IN	652.0225	90.000	LF		81.500	81.500	91%	3.71000	\$302.37
1010	CONDUIT RIGID NONMETALLIC SCH 40 1-IN	652.0210	5.000	LF		5.000	5.000	100%	2.67000	\$13.35
1030	CONDUIT RIGID NONMETALLIC SCH 40 3-IN	652.0235	890.000	LF		867.200	867.200	97%	4.65000	\$4,032.48
0980	CONST STAKING ELEC INSTALL (PROJECT) 01. 2505-00-72	650.8500	1.000	LS		1.000	1.000	100%	400.00000	\$400.00
0990	CONST STAKING SUPPLEMENTAL CONTRL (PROJ) 01. 2505-00-72	650.9910	1.000	LS		1.000	1.000	100%	200.00000	\$200.00
0950	CONSTRUCTION STAKING BASE	650.5000	1,840.000	LF		1,838.000	1,838.000	99%	0.45000	\$827.10
0960	CONSTRUCTION STAKING CURB GUTTER & C&G	650.5500	1,885.000	LF		1,894.100	1,894.100	100%	0.55000	\$1,041.76
0970	CONSTRUCTION STAKING PIPE CULVERTS	650.6000	1.000	EACH		1.000	1.000	100%	80.00000	\$80.00
1000	CONSTRUCTION STAKING SLOPE STAKES	650.9920	1,840.000	LF		1,838.000	1,838.000	99%	0.32000	\$588.16
0930	CONSTRUCTION STAKING STORM SEWER	650.4000	20.000	EACH		20.000	20.000	100%	45.00000	\$900.00
0940	CONSTRUCTION STAKING SUBGRADE	650.4500	1,840.000	LF		1,838.000	1,838.000	99%	0.43000	\$790.34
0470	COVER PLATES TEMPORARY	611.8120.S	3.000	EACH		8.000	8.000	267%	325.00000	\$2,600.00
0240	CULVERT PIPE CONCRETE COLLAR	520.8000.S	3.000	EACH		3.000	3.000	100%	475.00000	\$1,425.00
0250	CULVERT PIPE CORRUGATED STEEL 15-INCH	521.0115	146.000	LF		231.000	231.000	158%	27.91000	\$6,447.21
0260	CULVERT PIPE CORRUGATED STEEL 18-INCH	521.0118	51.000	LF		51.000	51.000	100%	30.35000	\$1,547.85
0330	CURB RAMP DETECTABLE WARNNG FIELD YELLOW	602.0505	96.000	SF		96.000	96.000	100%	35.00000	\$3,360.00
1130	ELEC SERVICE METER BREAKER PEDESTAL 01. CTHV (S. 13TH STREET AND W. PUETZ ROAD)	656.0200	1.000	LS		1.000	1.000	100%	863.83000	\$863.83
1120	ELECTRICAL WIRE LIGHTING 12 AWG	655.0610	440.000	LF	528.000	528.000	528.000	120%	0.54000	\$285.12
1110	ELECTRICAL WIRE TRAFFIC SIGNALS 10 AWG	655.0515	1,040.000	LF		1,029.100	1,029.100	99%	0.69000	\$710.08

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Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0540	EROSION BALES	628.1104	72.000	EACH		7.000	7.000	10%	13.00000	\$91.00
0590	EROSION MAT URBAN CLASS I TYPE A	628.2006	9,200.000	SY	1.000	9,078.760	9,078.760	99%	1.36000	\$12,347.11
0070	EXCAVATION COMMON	205.0100	10,205.000	CY	1,937.920	13,812.100	13,812.100	135%	10.00000	\$138,121.00
0630	FERTILIZER TYPE B	629.0210	6.000	CWT		6.400	6.400	107%	45.00000	\$288.00
0700	FIELD OFFICE TYPE B	642.5001	1.000	EACH		1.000	1.000	100%	6,000.00000	\$6,000.00
0090	FINISHING ROADWAY (PROJECT) 01. 2505-00-72	213.0100	1.000	EACH		1.000	1.000	100%	3,000.00000	\$3,000.00
0790	GEOTEXTILE FABRIC TYPE HR	645.0120	32.000	SY		70.340	70.340	220%	7.50000	\$527.55
0020	GRUBBING	201.0220	94.000	ID		239.000	239.000	254%	19.25000	\$4,600.75
0190	HMA PAVEMENT TYPE E-3	460.1103	3,000.000	TON		3,031.270	3,031.270	101%	55.80000	\$169,144.87
0200	INCENTIVE DENSITY HMA PAVEMENT	460.2000	1,920.000	DOL	1,402.000	1,402.000	1,402.000	73%	1.00000	\$1,402.00
0440	INLET COVERS TYPE C	611.0612	3.000	EACH		3.000	3.000	100%	410.00000	\$1,230.00
0450	INLET COVERS TYPE MS	611.0642	7.000	EACH		7.000	7.000	100%	410.00000	\$2,870.00
0610	INLET PROTECTION TYPE A	628.7005	9.000	EACH		1.000	1.000	11%	75.00000	\$75.00
0620	INLET PROTECTION TYPE B	628.7010	12.000	EACH		14.000	14.000	117%	60.00000	\$840.00
0420	INLETS TYPE 8	611.0305	7.000	EACH		7.000	7.000	100%	1,220.00000	\$8,540.00
0490	INSULATION BOARD POLYSTYRENE (INCH) 01. 2-INCH	612.0902.S	4.000	SY		3.330	3.330	83%	25.00000	\$83.25
0410	MANHOLES TYPE 1	611.0201	5.000	EACH		5.000	5.000	100%	1,000.00000	\$5,000.00
0660	MARKERS CULVERT END	633.5200	6.000	EACH		6.000	6.000	100%	50.00000	\$300.00
0130	MILL AND RELAY	330.0100	5,800.000	SY		0.000	0.000		0.83000	
0500	MOBILIZATION	619.1000	1.000	EACH		1.000	1.000	100%	98,549.86000	\$98,549.86
0580	MOBILIZATION EMERGENCY EROSION CONTROL	628.1910	3.000	EACH		0.000			111.00000	
0570	MOBILIZATIONS EROSION CONTROL	628.1905	3.000	EACH		2.000	2.000	67%	110.00000	\$220.00
0530	MULCHING	627.0200	500.000	SY		0.000			0.25000	
1470	NONCONFORMING QMP ASPHALTIC MATERIAL PG 64-28	804.4306	-1,525.800	DOL	-1,525.800	-1,525.800	-1,525.800	100%	1.00000	-\$1,525.80
1475	NONCONFORMING QMP HMA MIXTURE E-3	804.4308	-13,643.100	DOL	-13,643.100	-13,643.100	-13,643.100	100%	1.00000	-\$13,643.10
1250	ON-THE-JOB TRAINING APPRENTICE \$5.00/HR	ASP.1T0A	500.000	HRS		0.000			5.00000	

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FieldManager 4.7a

Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
1260	ON-THE-JOB TRAINING GRADUATE AT \$5.00/HR	ASP.1T0G	550.000	HRS		0.000			5.00000	
0830	PAVEMENT MARKING ARROWS EPOXY TYPE 2	647.0166	10.000	EACH		10.000	10.000	100%	225.00000	\$2,250.00
0900	PAVEMENT MARKING CROSSWALK EPOXY 6-IN	647.0766	430.000	LF		423.000	423.000	98%	3.85000	\$1,628.55
0860	PAVEMENT MARKING CURB EPOXY	647.0456	40.000	LF		62.100	62.100	155%	4.75000	\$294.98
0890	PAVEMENT MARKING DIAGONAL EPOXY 12-INCH	647.0726	320.000	LF		288.100	288.100	90%	4.95000	\$1,426.10
0800	PAVEMENT MARKING EPOXY 4-INCH	646.0106	9,250.000	LF		8,029.300	8,029.300	87%	0.38000	\$3,051.13
0810	PAVEMENT MARKING EPOXY 8-INCH	646.0126	1,025.000	LF		999.900	999.900	98%	0.58000	\$579.94
0880	PAVEMENT MARKING ISLAND NOSE EPOXY	647.0606	4.000	EACH		4.000	4.000	100%	150.00000	\$600.00
0870	PAVEMENT MARKING STOP LINE EPOXY 18-INCH	647.0566	120.000	LF		121.000	121.000	101%	5.50000	\$665.50
0840	PAVEMENT MARKING SYMBOLS BIKE LANE EPOXY	647.0306	2.000	EACH		2.000	2.000	100%	125.00000	\$250.00
0850	PAVEMENT MARKING WORDS	647.0356	5.000	EACH		5.000	5.000	100%	250.00000	\$1,250.00
1140	PEDESTAL BASES	657.0100	6.000	EACH		6.000	6.000	100%	173.97000	\$1,043.82
1210	PEDESTRIAN PUSH BUTTONS	658.0500	8.000	EACH	8.000	8.000	8.000	100%	193.95000	\$1,551.60
0480	PIPE UNDERDRAIN UNPERFORATED 6-INCH	612.0206	45.000	LF		132.700	132.700	295%	10.00000	\$1,327.00
0600	POLYETHYLENE SHEETING	628.5505	850.000	SY		0.000			6.00000	
0080	PREPARE FOUNDATION FOR ASPHALTIC PAVING 01. 2505-00-72	211.0100	1.000	LS		0.000			1,100.00000	
1040	PULL BOXES STEEL 24X48-INCH	653.0145	10.000	EACH		10.000	10.000	100%	632.27000	\$6,322.70
0050	REMOVING INLETS	204.0220	2.000	EACH		2.000	2.000	100%	332.07000	\$664.14
0040	REMOVING PAVEMENT	204.0100	3,050.000	SY		2,364.370	2,364.370	78%	10.46000	\$24,731.31
0820	REMOVING PAVEMENT MARKINGS	646.0600	8,100.000	LF		2,968.300	2,968.300	37%	0.50000	\$1,484.15
0680	REMOVING SIGNS TYPE II	638.2602	25.000	EACH		26.000	26.000	104%	9.00000	\$234.00
0030	REMOVING SMALL PIPE CULVERTS	203.0100	16.000	EACH		15.000	15.000	94%	198.94000	\$2,984.10
0690	REMOVING SMALL SIGN SUPPORTS	638.3000	15.000	EACH		16.000	16.000	107%	9.00000	\$144.00
1465	REMOVING STORM SEWER (SIZE) 15-18-INCH	204.0245	391.000	LF		358.000	358.000	92%	15.00000	\$5,370.00

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Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0340	RIPRAP MEDIUM	606.0200	16.000	CY		18.510	18.510	116%	75.00000	\$1,388.25
0520	SALVAGED TOPSOIL	625.0500	9,200.000	SY		8,629.160	8,629.160	94%	2.45000	\$21,141.44
1230	SAWING ASPHALT	690.0150	1,995.000	LF		654.400	654.400	33%	0.72000	\$471.17
1240	SAWING CONCRETE	690.0250	1,013.000	LF		1,015.400	1,015.400	100%	1.72000	\$1,746.49
0060	SEALING PIPES	204.0280	1.000	EACH		2.000	2.000	200%	300.00000	\$600.00
0640	SEEDING MIXTURE NO. 40	630.0140	180.000	LB		150.000	150.000	83%	4.19000	\$628.50
0650	SEEDING TEMPORARY	630.0200	250.000	LB		100.000	100.000	40%	2.90000	\$290.00
1220	SIGNAL MOUNTING HARDWARE (LOCATION) 01. CTH V (S. 13TH STREET AND W. PUETZ ROAD)	658.5069	1.000	LS	0.250	1.000	1.000	100%	2,382.85000	\$2,382.85
0670	SIGNS REFLECTIVE TYPE II	637.0202	281.730	SF		250.230	250.230	89%	15.09000	\$3,775.97
0550	SILT FENCE	628.1504	2,950.000	LF		2,139.100	2,139.100	73%	1.59000	\$3,401.17
0560	SILT FENCE MAINTENANCE	628.1520	2,950.000	LF		0.000			0.50000	
1440	SPECIAL 01. TRAFFIC SIGNAL CONT & CBNT ST LIGHT CAP BICY GR CAP FULLY ACT 16-PHASE	SPV.0105	1.000	LS	0.250	1.000	1.000	100%	6,013.08000	\$6,013.08
1270	SPECIAL 01. U-CHANNEL STEEL POST, 12-FOOT	SPV.0060	13.000	EACH		0.000			80.00000	
1280	SPECIAL 02. U-CHANNEL STEEL POST, 14-FOOT	SPV.0060	21.000	EACH		22.000	22.000	105%	90.00000	\$1,980.00
1450	SPECIAL 02. VEHICULAR VIDEO DETECTION SYSTEM (4 CAMERAS)	SPV.0105	1.000	LS	1.000	1.000	1.000	100%	34,991.02000	\$34,991.02
1460	SPECIAL 03. EMERGENCY VEHICLE PREEMPTION SYSTEM	SPV.0105	1.000	LS	1.000	1.000	1.000	100%	5,577.61000	\$5,577.61
1290	SPECIAL 03. U-CHANNEL STEEL POST, 16-FOOT	SPV.0060	4.000	EACH		18.000	18.000	450%	100.00000	\$1,800.00
1300	SPECIAL 04. 12-INCH PVC BOX OUT	SPV.0060	2.000	EACH		4.000	4.000	200%	250.00000	\$1,000.00
1330	SPECIAL 07. INLET COVERS SPECIAL	SPV.0060	10.000	EACH		11.000	11.000	110%	685.00000	\$7,535.00
1340	SPECIAL 08. MANHOLES TYPE 5 SPECIAL	SPV.0060	1.000	EACH		1.000	1.000	100%	2,150.00000	\$2,150.00
1350	SPECIAL 09. INLET TYPE 2 SPECIAL	SPV.0060	7.000	EACH		8.000	8.000	114%	725.00000	\$5,800.00
1360	SPECIAL 10. UTILITY LINE OPENING	SPV.0060	6.000	EACH		6.000	6.000	100%	300.00000	\$1,800.00
1370	SPECIAL 11. COMMUNICATIONS VAULT 24X36-INCH	SPV.0060	1.000	EACH		1.000	1.000	100%	2,214.39000	\$2,214.39

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Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
1380	SPECIAL 12. POLES TYPE 10	SPV.0060	4.000	EACH	4.000	4.000	4.000	100%	4,107.25000	\$16,429.00
1390	SPECIAL 13. MONOTUBE ARMS 25-FT	SPV.0060	4.000	EACH	4.000	4.000	4.000	100%	2,721.69000	\$10,886.76
1400	SPECIAL 14. LUMINAIRE ARMS STEEL 8-FT	SPV.0060	4.000	EACH	4.000	4.000	4.000	100%	429.62000	\$1,718.48
1410	SPECIAL 15. PEDESTRIAN SIGNAL FACE 16-INCH COUNTDOWN SPECIAL	SPV.0060	8.000	EACH	2.000	8.000	8.000	100%	494.94000	\$3,959.52
1420	SPECIAL 16. MILWAUKEE COUNTY CONCRETE CONTROL CABINET BASE TYPE 9 SPECIAL	SPV.0060	1.000	EACH		0.500	0.500	50%	1,151.43000	\$575.72
1430	SPECIAL 17. LED LUMINAIRES 10K LUMEN	SPV.0060	4.000	EACH	4.000	4.000	4.000	100%	955.85000	\$3,823.40
0360	ST SEWER PIPE REINF CONC CLASS III 27-IN	608.0327	6.000	LF		3.000	3.000	50%	95.00000	\$285.00
0370	ST SEWER PIPE REINF CONC CLASS IV 12-IN	608.0412	990.000	LF		1,014.100	1,014.100	102%	55.00000	\$55,775.50
0380	ST SEWER PIPE REINF CONC CLASS IV 15-IN	608.0415	48.000	LF		48.500	48.500	101%	56.00000	\$2,716.00
0390	ST SEWER PIPE REINF CONC CLASS IV 18-IN	608.0418	489.000	LF		481.600	481.600	98%	57.00000	\$27,451.20
0400	ST SEWER PIPE REINF CONC CLASS IV 21-IN	608.0421	224.000	LF		226.000	226.000	101%	58.00000	\$13,108.00
0350	STORM SEWER PIPE (INCH) 01. 30-INCH	607.0600.S	25.000	LF		21.000	21.000	84%	90.00000	\$1,890.00
0180	TACK COAT	455.0605	250.000	GAL		243.900	243.900	98%	1.50000	\$365.85
0910	TEMP PVT MARKING REMOVABLE TAPE 4-IN	649.0400	23,500.000	LF		9,163.500	9,163.500	39%	0.75000	\$6,872.63
0920	TEMP PVT MKING REMOVABLE TAPE 8-INCH	649.0801	160.000	LF		0.000			1.88000	
0750	TRAFFIC CNTRL FLEX TUBULAR MARKER BASES	643.0600	315.000	EACH		63.000	63.000	20%	5.00000	\$315.00
0740	TRAFFIC CNTRL FLEX TUBULAR MARKER POSTS	643.0500	315.000	EACH		63.000	63.000	20%	20.00000	\$1,260.00
0710	TRAFFIC CONTROL (PROJECT) 01. 2505-00-72	643.0100	1.000	EACH		1.000	1.000	100%	2,000.00000	\$2,000.00
0730	TRAFFIC CONTROL BARRICADES TYPE III	643.0420	1,025.000	DAY		330.000	330.000	32%	0.35000	\$115.50
0720	TRAFFIC CONTROL DRUMS	643.0300	10,625.000	DAY		9,809.000	9,809.000	92%	0.20000	\$1,961.80

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Project: 2505-00-72, S 13TH ST (CTH V)INTERSECT W/WEST PUETZ RD

Category: 0010, PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0780	TRAFFIC CONTROL SIGNS	643.0900	2,505.000	DAY		2,052.000	2,052.000	82%	0.50000	\$1,026.00
0760	TRAFFIC CONTROL WARNING LIGHTS TYPE A	643.0705	2,050.000	DAY		554.000	554.000	27%	0.10000	\$55.40
0770	TRAFFIC CONTROL WARNING LIGHTS TYPE C	643.0715	4,725.000	DAY		5,897.000	5,897.000	125%	0.10000	\$589.70
1170	TRAFFIC SIGNAL FACE 3-12 INCH VERTICAL	658.0110	10.000	EACH	3.000	10.000	10.000	100%	538.59000	\$5,385.90
1180	TRAFFIC SIGNAL FACE 5-12 INCH VERTICAL	658.0120	2.000	EACH	1.000	2.000	2.000	100%	853.08000	\$1,706.16
1160	TRAFFIC SIGNAL STANDARDS ALUMINUM 10-FT	657.0430	2.000	EACH		2.000	2.000	100%	411.59000	\$823.18
1150	TRAFFIC SIGNAL STANDARDS ALUMINUM 15-FT	657.0425	4.000	EACH		4.000	4.000	100%	546.37000	\$2,185.48

Subtotal for Category 0010: \$1,061,344.39

Category: 0020, NON-PARTICIPATING ITEMS

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0430	RECONSTRUCTING MANHOLES	611.0420	2.000	EACH		2.000	2.000	100%	1,500.00000	\$3,000.00
1310	SPECIAL 05. ADJUST WATER VALVE BOX	SPV.0060	7.000	EACH		8.000	8.000	114%	200.00000	\$1,600.00
1320	SPECIAL 06. MAILBOX REMOVAL AND TEMPORARY MAILBOXES	SPV.0060	7.000	EACH		10.000	10.000	143%	90.00000	\$900.00

Subtotal for Category 0020: \$5,500.00

Subtotal for Project 2505-00-72: \$1,066,844.39

Percentage of Contract Completed(curr): 107%
 (total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$87,741.13

Total Amount Earned To Date: \$1,066,844.39

* Received from the
City of Oak Creek

* 13th/Puetz Timeline

- 1/18/11 30% plan submittal by designer (Batterman) - w/construction estimate of \$822,159.20
- 3/7/11 HSIP funding agreement between Oak Creek/DOT (HSIP funding for design and construction based on \$823,000 – local share is to pay 10% up to this amount, then 100% above this amount)
- 3/23/11 60% plan submittal by designer (Batterman) - w/construction estimate of \$908,233.72
- 4/8/11 Email to Milwaukee County (Karnes) from Oak Creek (Sullivan) w/the \$908,233.72 construction cost estimate
- 4/19/11 Agreement between Milwaukee County/Oak Creek (HSIP funding for design and construction based on \$823,000 – local share is to pay 10% up to this amount, then 100% above this amount, with local share being split equally between O.C. and Milw. Co.)
- 7/18/11 Letter from DOT to Oak Creek indicating estimated bids at the upcoming August 9 bid letting to be \$1,153,666.14 (with a local share of \$492,166.14)
- 8/9/11 Bid Opening (Super Western was low bidder at \$1,009,946.02)
- 9/30/11 Oak Creek (Simmons) letter to Milwaukee County (Weddle) notifying of actual costs
- 10/10/11 Letter from DOT indicating total construction costs will be \$1,161,437.92 (based on low construction bid plus 15% eng. & contingencies)

11023 (060 H51A)

January 18, 2011

Mr. Stan Lukasz, P.E.
DAAR Engineering, Inc.
325 E. Chicago Street, Suite 500
Milwaukee, WI 53202

CITY OF OAK CREEK
ENGINEERING DEPT

JAN 20 2010

RECEIVED

RE: ID 2505-00-02
City of Oak Creek, S. 13th Street & W. Puetz Road
Intersection and Approaches
CTH V
Milwaukee County

Dear Mr. Lukasz,

Attached are the 30% Project Review Submittals for the above referenced project. They include:

- 30% Plan
- 30% Road Builders Quantities
- 30% Construction Cost Estimate

Please note the construction estimate of \$822,159 is significantly more than what is currently programmed (\$640,000 including E&C).

If you have any questions or comments, please contact me at your convenience.

Very Truly Yours,

R.H. BATTERMAN & CO., INC.
Engineers – Surveyors – Planners



Todd Needham, P.E.
Project Manger

TN/tn

Enc.

Cc: Mr. Matt Sullivan, P.E. – City of Oak Creek

CITY OF OAK CREEK
ENGINEERING DEPT

JAN 20 2010

RECEIVED

Estimate PRELIMINARY

Estimated Cost: \$822,159.20

Contingency: 0.00%

Estimated Total: \$822,159.20

SOUTH 13TH STREET / WEST PUETZ ROAD INTERSECTION

Base Date: 01/18/11

Spec Year: 03

Unit System: E

Work Type: GEN CONST ASPH SURF GRAVEL OR CR STONE

Highway Type: DIVIDED (NOT E OR F), LOCAL

Urban/Rural Type: Urban

Season: FALL

County: MILWAUKEE

Midpoint of Latitude:

Midpoint of Longitude:

District:

Federal/State Project Number: 2505-00-02

Prepared by RYAN RUDZINSKI on 01/18/11



Division of Transportation
System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

Jim Doyle, Governor
Frank J. Busalacchi, Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662
E-Mail: waukesha.dtd@dot.state.wi.us

March 7, 2011

Matthew J. Sullivan
Design Engineer
Oak Creek
P.O. Box 27
Oak Creek, WI 53154

Dear Mr. Sullivan:

SUBJECT: Highway Safety Improvement Program (HSIP) Agreement
ID: **2505-00-02/72**
S. 13th St. (CTH V) & W. Puetz Rd.
Oak Creek
Milwaukee County

The project identified above has been approved for an increase in funds.

This revised project agreement reflects a 90% federal/10% local cost share of the approved \$88,000 for Design and \$735,000 for Construction. This reflects an increase in construction costs of \$95,000. The Project Agreement is your agency's firm commitment to provide its share of the funding.

Please review and return two signed copies of the attached Agreement (sign in blue ink). Please note that the project is not authorized for charges until the signed Agreement has been received and fully executed by the State. We will inform you when the project is authorized for charges. Costs incurred prior to authorization are not reimbursable.

The purpose of the HSIP is to provide funding for the elimination of existing hazards, therefore, a "sunset" provision is applicable. This provision states that a project will lose eligibility if it is not let to contract within 3 years of program approval (4 years if there is real estate). If this project is not let for construction by March 1, 2014, it will likely be dropped from the program.

If you have any questions concerning the project implementation process, the Project Agreement, or the cost share policy, please contact me at (262) 548-8789.

Sincerely,

Robert Schmidt, PE
Local Program Engineer

Enclosures

REVISED STATE/MUNICIPAL AGREEMENT

**FOR A
HIGHWAY IMPROVEMENT PROJECT
Supersedes previous agreement of February 5, 2010**

Date: March 7, 2011
 ID: 2505-00-02/72
 Description: S. 13th St. (CTH V) & Puetz Rd.
 Oak Creek
 County: Milwaukee

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2) and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request:

A 2007 Traffic Signal Warrant Study identified two approaches operate a LOS of E or F and that its current configuration is substandard. The highest volume intersection with two roadways having minor arterial functional classifications within the City of Oak Creek that is not signalized.

Proposed Improvement - Nature of work:

South 13th Street would get left-turn lanes and through/right-turn lanes with ditches. West Puetz Road would get left-turn lanes and through/right-turn lanes with curb & gutter. Traffic lights, sidewalks and street lights will be installed. The traffic signals will be outfitted with Emergency Vehicle Preemption.

The apportionment of costs for work necessary to finish the project (including non-participating work and work which will be undertaken by the Municipality) is as follows:

Phase	Estimated Cost				
	Total Est. Cost	Federal Funds	%	Municipal Funds	%
Design (2505-00-02)	\$88,000	\$79,200	90%	\$8,800	10%
Construction (2505-00-72)	\$735,000	\$661,500	90%	\$73,500	10%
Total Cost Distribution	\$823,000	\$740,700		\$82,300	

The total federal participation for this project for Design shall be limited to \$79,200 and Construction shall be limited to \$661,500. Costs in excess of this amount shall be the responsibility of the municipality.

This request is subject to the terms and conditions that follow (pages 2 and 3) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon acceptance by the State shall constitute agreement between the Municipality and the State.

Signed for and on behalf of the City of Oak Creek

Signature	Title
Name (Written Clearly)	Date

-Terms and Conditions Begin on the Next Page-

TERMS AND CONDITIONS

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality will pay to the State all costs incurred by the State in connection with the improvement which exceeds Federal/State financing commitments or are ineligible for Federal/State financing.
3. Funding of each project phase (preliminary engineering, real estate, construction, and other) is subject to inclusion in an approved program. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the estimate summary:
 - a. Preliminary engineering and State review services.
 - b. The grading, base, pavement, and curb and gutter.
 - c. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - d. Construction engineering incidental to inspection and supervision of actual construction work.
 - e. Signing and pavement marking, including detour routes.
 - f. Storm sewer mains necessary for the surface water drainage.
 - g. Construction or replacement of sidewalks and surfacing of private driveways.
 - h. New installations or alteration of street lighting and traffic signals or devices.
 - i. Real Estate for the improvement, if required
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner or other responsible party (not including the State) includes the following items:
 - a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property due to change in street or sidewalk widths, grades or drainage.
 - c. Conditioning, if required, and maintenance of detour routes.
 - d. Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
 - e. Bridge width in excess of standards.

5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
6. If the Municipality should withdraw from the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
7. The work will be administered by the State and may include items not eligible for Federal/State participation.
8. The Municipality will at its own cost and expense:
 - a. Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and will make ample provision for such maintenance each year.
 - b. Prohibit angle parking.
 - c. Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - d. Regulate and prohibit parking at all times in the vicinity of the proposed improvements during their construction.
 - e. Assume general responsibility for all public information and public relations for the project and to make fitting announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - f. Provide complete plans, specifications, relocation order, real estate plat, and estimates, except as provided in Paragraph 3 above.
 - g. Use the WisDOT Utility Accommodation Policy unless it adopts a policy which has equal or more restrictive controls.
9. Basis for local participation: 90% Federal; balance by Municipality for construction, as specified in Surface Transportation Program—(H.S.I.P.) Safety regulations. Federal participation shall be limited to \$79,200 for Design and \$661,500 for construction for this project. Costs in excess of this amount shall be the responsibility of the municipality.

(End of Document)

11023

CITY OF OAK CREEK
ENGINEERING DEPT

MAR 24 2011

RECEIVED

March 23, 2011

Mr. Stan Lukasz, P.E.
DAAR Engineering, Inc.
325 E. Chicago Street, Suite 500
Milwaukee, WI 53202

RE: ID 2505-00-02
City of Oak Creek, S. 13th Street & W. Puetz Road
Intersection and Approaches
CTH V
Milwaukee County

Dear Mr. Lukasz,

Attached are the 60% Project Review Submittals for the above referenced project. They include:

- 60% Plan – 2 copies
- 60% Road Builders Quantities
- 60% Construction Cost Estimate

If you have any questions or comments, please contact me at your convenience.

Very Truly Yours,

R.H. BATTERMAN & CO., INC.
Engineers – Surveyors – Planners



Ryan Rudzinski
Project Engineer

RR/r

Enc.

Cc: Mr. Matt Sullivan, P.E. – City of Oak Creek

Estimate PRELIMINARY

Estimated Cost:\$908,233.72

Contingency: 0.00%

Estimated Total: \$908,233.72

SOUTH 13TH STREET(CTH V) INTERSECTION W/ WEST PUETZ ROAD

Base Date: 01/18/11

Spec Year: 03

Unit System: E

Work Type: GEN CONST ASPH SURF GRAVEL OR CR STONE

Highway Type: DIVIDED (NOT E OR F), LOCAL

Urban/Rural Type: Urban

Season: FALL

County: MILWAUKEE

Midpoint of Latitude:

Midpoint of Longitude:

District:

Federal/State Project Number: 2505-00-72

Estimate Type: 60% PRELIMINARY

Prepared by RYAN RUDZINSKI on 03/21/11

FW: 2505-00-02/72 13th/Puetz Intersection

Mike Simmons

to:

Andrea.Weddle-Henning@milwcnty.com, dan.okeefe@milwcnty.com, Daniel.Murphy@milwcnty.com

11/10/2011 03:09 PM

Show Details

Mike

msimmons@oakcreekwi.org

From: Matt Sullivan

Sent: Thursday, October 27, 2011 8:27 AM

To: Mike Simmons

Subject: FW: 2505-00-02/72 13th/Puetz Intersection

Matthew J. Sullivan, P.E.

Engineering Department – Design Engineer

Traffic & Safety Commission Secretary

8640 S. Howell Avenue

Oak Creek, WI 53154

Tel: (414) 768-6534

Fax: (414) 768-6535

Email: msullivan@oakcreekwi.org

From: Matt Sullivan

Sent: Friday, April 08, 2011 9:48 AM

To: David Karnes (david.karnes@milwcnty.com)

TPWT - February 29, 2012 - Page 179

file://C:\Documents and Settings\andreaweddle\Local Settings\Temp\notesA881E2\~web3559.htm

2/9/2012

Subject: 2505-00-02/72 13th/Puetz Intersection

Dave,

Attached are the items that we discussed this morning. Let me know if you have any questions.

Thank you,

Matthew J. Sullivan, P.E.

Engineering Department – Design Engineer

Traffic & Safety Commission Secretary

8640 S. Howell Avenue

Oak Creek, WI 53154

Tel: (414) 768-6534

Fax: (414) 768-6535

Email: msullivan@oakcreekwi.org

**LOCAL/COUNTY AGREEMENT
FOR A
HIGHWAY IMPROVEMENT PROJECT**

DATE: April 19, 2011
WDOT ID: 2505-00-02/72
Location: S. 13th Street (CTH "V") & W. Puetz Road
Oak Creek
Milwaukee County

THIS AGREEMENT is made and entered into between, the City of Oak Creek (the "Municipality"), a municipal corporation, and Milwaukee County (the "County"), a body corporate.

A portion of S. 13th Street ("13th St.") has been designated County Trunk Highway "V" pursuant to Section 83.025 of the Wisconsin Statutes.

Section 83.05 of the Wisconsin Statutes authorizes cities, villages, and towns to determine the type and to undertake improvements on a County Trunk Highway.

The Municipality submitted the project identified above to be included into the Wisconsin Department of Transportation Highway Safety Improvement Program (HSIP) in 2009 with the written support of the County. In February 2010 the Municipality was notified that the project was selected for inclusion into the HSIP. Construction is anticipated for Fall 2011.

The Municipality, through its undersigned duly authorized officers or officials, hereby requests the County Department of Transportation and Public Works, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the County is provided by Section 86.25(1), (2) and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility- Describe and give reason for request:

A 2007 Traffic Signal Warrant Study identified two approaches to the intersection of 13th St. and W. Puetz Road ("Puetz") operating at a Level of Service (LOS) of E or F and that the current configuration of the intersection is substandard. It is also the highest volume intersection with two roadways having a minor arterial functional classification within the Municipality that is not signalized.

Proposed Improvement- Nature of work:

Left-turn lanes and through/right-turn lanes with ditches or curb and gutter as needed will be installed on 13th St. Left-turn lanes and through/right-turn lanes with curb and gutter will be installed on Puetz. Traffic signals, sidewalks and street lights will be installed. Emergency Vehicle Preemption will be incorporated into the design of the traffic signals.

PHASE	ESTIMATED COST						
	Total Est. Cost	Federal Funds	%	Municipal Funds	%	County Funds	%
Design (2505-00-02)	\$88,000	\$79,200	90	\$4,400	5	\$4,400	5
Construction (2505-00-72)	\$735,000	\$661,500	90	\$36,750	5	\$36,750	5
Total Cost Distribution	\$823,000	\$740,700		\$41,150		\$41,150	

* The total participation by the federal government for design of this project shall be limited to \$79,200 and total federal government participation for construction of this project shall be limited to \$661,500. Costs in excess of this amount shall be the equally shared responsibility of the Municipality and the County.

This request is subject to the terms and conditions that follow and is made by the undersigned under proper authority to make such request for the County and upon acceptance by the Municipality shall constitute an agreement between the County and the Municipality.

Signed for and on behalf of the City of Oak Creek:

Richard R. Bolender
Signature

Mayor _____
Title

4/21/11
Date

Mayor Richard R. Bolender
Name (Written Clearly)

Pamela S. Bauer
Signature

City Clerk _____
Title

4/21/11
Date

Pamela S. Bauer
Name (Written Clearly)

Signed for and on behalf of Milwaukee County:

[Signature]
Signature

Director of Transportation
& Public Works
Title

5/3/11
Date

Jack H. Takerian
Name (Written Clearly)

-Terms and Conditions Begin on the Next Page-

TERMS AND CONDITIONS

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. Funding of each project phase (preliminary engineering, real estate, construction, and other) is subject to inclusion in an approved program. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the estimate summary:
 - a. Preliminary engineering and State review services.
 - b. The grading, base, pavement, and curb and gutter.
 - c. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - d. Construction engineering incidental to inspection and supervision of actual construction work.
 - e. Signing and pavement marking, including detour routes.
 - f. Storm sewer mains necessary for the surface water drainage.
 - g. New installations or alteration of street lighting and traffic signals or devices.
 - h. Real Estate for the improvement, if required
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner or other responsible party (not including the County) includes, but is not limited to, the following items:
 - a. Design of new sanitary sewers or connections, water, gas, electric, street lighting, telephone, telegraph, fiber optic, fire or police alarm facilities, parking meters, pipelines, and similar utilities.
 - b. Design of storm sewers in excess of that which is adequately necessary to carry runoff from the County right-of-way.
 - c. Design of median enhancements, beautification, landscaping, irrigation, and similar facilities.
 - d. Construction or replacement of sidewalks and surfacing of private driveways.
 - e. New installations or alteration of street lights.
4. As the work progresses, the County will be billed by the Municipality for work completed which is not chargeable to the Federal/State funds. Upon completion of the project, a final audit will be made to determine the final costs. The County, at their expense, will have the right to directly audit project costs.
5. Basis for participation: Design Phase: 90% Federal/State, 5% Municipality, and 5% County. Construction Phase: 90% Federal/State, 5% Municipality, and 5% County.

6. Additional Agreements:

Additional separate agreements detailing cost participation for maintenance, and ownership of facilities shall be prepared during the construction phase.

7. The work will be administered by the Municipality and may include items not eligible for Federal/State participation.

8. The Municipality will at its own cost and expense:

- a. Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and will make ample provision for such maintenance each year.
- b. Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
- c. Regulate and prohibit parking at all times in the vicinity of the proposed improvements during their construction.
- d. Assume general responsibility for all public information and public relations for the project and to make fitting announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
- e. Provide complete plans, specifications, relocation order, real estate plat, and estimates, except as provided in Paragraph 2 above.
- f. Use the WisDOT Utility Accommodation Policy unless it adopts a policy which has equal or more restrictive controls.
- g. Maintain all sidewalks.

(End of Document)



Division of Transportation
System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

0100 / 11063
Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662
E-Mail: waukesha.dtd@dot.wi.gov

July 18, 2011

CITY OF OAK CREEK
ENGINEERING DEPT

JUL 19 2011

RECEIVED

Mr. Michael Simmons
City Engineer
8640 S Howell Avenue
Oak Creek WI 53154

Dear Mr. Simmons:

SUBJECT: ID 2505-00-72
South 13th Street (CTH V)
Intersect with West Puetz Road
Milwaukee County

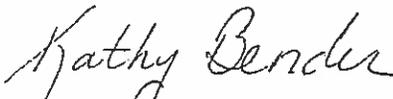
The above construction project is scheduled for a August 9, 2011 bid letting at an engineering estimated cost of \$1,153,666.14 including 15% for construction engineering. This estimate is confidential and should not be disclosed to potential bidders prior to bid opening. The project was authorized to incur costs effective June 30, 2011.

Based on the engineering estimate and the "Project Agreement", your share of the construction cost will be approximately \$492,166.14.

Unless we hear otherwise from you, we will proceed with the contract administration process of receiving bids and awarding a contract to the low bidder. In the event the low bid exceeds our estimate by 10%, it is likely that the bids will be rejected.

If you have any questions, please contact Project Manager Kathy Kramer at (262) 548-8772.

Sincerely,


Kathy Bender
Financial Specialist

cc: Kathy Kramer, WisDOT
File

11023 0142



Division of Transportation
System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662
E-Mail: waukesha.dtd@dot.wi.gov

October 10, 2011

CITY OF OAK CREEK
ENGINEERING DEPT

OCT 13 2011

RECEIVED

Mr Michael Simmons
City Engineer
8640 S Howell Avenue
Oak Creek WI 53154

Dear Mr. Simmons:

SUBJECT: ID 2505-00-72
South 13th Street (CTH V)
Intersect with West Puetz Road
Milwaukee County

Bids were received on August 9, 2011 for the above project. The following Estimate of Costs and Financing is based on the awarded bid. A copy of bid items and costs are attached for your information.

ESTIMATE OF COSTS:

Bid of Super Western, Inc.	\$1,009,946.02
Engineering & Contingencies	\$ 151,491.90 — 15%
Total Estimated Costs	\$1,161,437.92

ESTIMATE-SOURCE OF FINANCING

Federal/State Aid	\$ 661,500.00 — Const. only
City of Oak Creek	\$ 499,937.92
Total	\$1,161,437.92

You will be billed periodically on the basis of actual costs incurred, with a final billing when all costs are determined.

Sincerely,

Kathy Bender
Financial Specialist



OakCreek

ENGINEERING DEPARTMENT

September 30, 2011

Andrea Weddle
Milwaukee County Department of Public Works
Transportation Division
2711 West Wells Street, Suite 300
Milwaukee, WI 53208

Re: Intersection Improvements for 13th Street (CTH V)/Puetz Road
ID 2505-00-72
City of Oak Creek Project No. 11023

Dear Ms. Weddle:

I would like to bring to your attention the costs of the 13th Street (CTH V)/Puetz Road intersection improvement project, which is currently under construction. As you know, the project includes the addition of traffic signals, storm sewer, and reconstruction to an expanded section to accommodate the necessary turn lanes with proper lane length and tapers.

The project is receiving Wisconsin Department of Transportation (WDOT) Highway Safety Improvement Program (HSIP) funding. The HSIP funding is capped at \$79,200 for design and \$661,500 for construction, with the local cost share being all costs above and beyond these totals.

Oak Creek and Milwaukee County have an agreement in which this local share is to be split evenly between the two governmental units.

The design costs through September 6, 2011 total \$110,663.98. Under the agreement Milwaukee County's share of this total is \$15,731.99. I have included the documentation for this along with an invoice for this amount.

Note also that WDOT indicates that the estimated cost of construction will be \$1,153,666. Milwaukee County's share of the construction costs will be \$246,083. Per the agreement, Oak Creek will invoice Milwaukee County periodically as construction progresses for its share of the construction costs.

I think you will agree that these costs are substantially higher than initially anticipated. They are directly attributable to the long lengths that are required to accommodate the turn lanes and approach tapers. Please contact me at msimmons@oakcreekwi.org or (414) 768-5859 with any questions you may have.

Sincerely,

Michael C. Simmons, P.E.
City Engineer

MCS/bac

Enclosures

8640 S. HOWELL AVE.
OAK CREEK, WI 53154
Tel: (414) 768-6541
Fax: (414) 768-6535

T:\Shared\WPFILE\5812ACRIS\2011\11023 Milwaukee City Costs Sept 2011.doc

CITY OF OAK CREEK
 8640 S. HOWELL AVENUE
 OAK CREEK, WI 53154
 PHONE (414) 768-6541
 FAX (414) 768-6535

MILWAUKEE COUNTY
 2711 WEST WELLS ST.-SUITE 300
 MILWAUKEE WI 53208-

INVOICE

Invoice Date: 10/05/2011
 Invoice #: 20110411
 Invoice Amt: \$15,731.99
 Customer #: MILWAUKEE
 Due Date: UPON RECEIPT

DESCRIPTION	HRS/QTY	COST/UNIT	AMOUNT
MISCELLANEOUS CHARGES 13TH & PUETZ IMPROVEMENTS SHARED DESIGN COSTS ID 2505-00-72 CITY PROJECT NO. 11023	1.00	\$15,731.99	\$15,731.99
		SUB-TOTAL:	\$15,731.99
		TAX:	\$.00
		AMT. PAID:	\$.00
		INVOICE TOTAL:	\$15,731.99

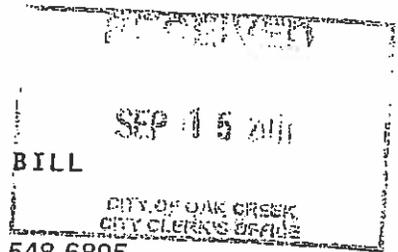
CITY OF OAK CREEK

INVOICE DATE: 10/05/2011

INVOICE #: 20110411



DIVISION OF BUSINESS MANAGEMENT
 Bureau Of Business Services
 PO Box 7366
 Madison, WI 53707-7366



PROGRESS INVOICE - THIS IS NOT A FINAL BILL
 SOUTHEAST REGION

FOR ADDITIONAL INFORMATION CONTACT THE REGION OFFICE (262) 548-6895

To: PAMELA BAUER
 CITY OF OAK CREEK
 8640 S HOWELL AVE/P O BOX 27
 OAK CREEK WI 53154

SEPTEMBER 6, 2011

Invoice: L13522

State Project No.: 2505-00-02
 SOUTH 13TH STREET (CTH V)
 INTERSECT W/WEST PUETZ ROAD
 PE/INTERSECTION IMPROVEMENTS

FEDERAL PROJECT NO.: WISC 2010801
 Local Unit ID : 40265
 Local Appropriation : 276

CITY OF OAK CREEK:	\$31,463.98
PREVIOUS PAYMENTS AND WORK CREDITS:	\$6,691.78
Balance Due:	\$24,772.20

***** BALANCE DUE - PAYMENT DUE WITHIN 30 DAYS OF RECEIPT *****

APPROVED FOR PAYMENT
 PROJECT NO. 11023
9-15-11
 DATE
Michael S. [Signature]
 SIGNATURE

(Please refer to the above state project number and invoice number for all inquiries)
 (Please detach the part below & return with your payment - Retain the rest for your records)
 =====Detach Here=====Detach Here=====Detach Here=====

Invoice Number: L13522 Balance Due: \$24,772.20 Amount Paid: _____
 Date: 2011-09-06

Make Checks Payable To:
 WISCONSIN DEPT. OF TRANSPORTATION

Mail To:
 WISCONSIN DEPT. OF TRANSPORTATION
 Bureau of Business Services
 P.O. Box 7366
 Madison, WI 53707-7366

***** BALANCE DUE - PAYMENT DUE WITHIN 30 DAYS OF RECEIPT *****
 **** FOR PROPER CREDIT, RETURN THIS PART WITH YOUR REMITTANCE ****
 TPWT - February 29, 2012 - Page 190

Category # 0010 DESIGN							
Including Engineering	Category To Date	Funding	Limit	Pty	%W/In Pty	Fed Appr	
\$79,200.00	\$79,200.00	FEDERAL	\$79,200.00	1	90.000 %	LS30	
\$8,800.00	\$8,800.00	CITY OF OAK CREEK	UNLIMITED	1	10.000 %		
\$22,663.98	\$22,663.98	CITY OF OAK CREEK	UNLIMITED	2	100.000%		
<u>\$110,663.98</u>	<u>\$110,663.98</u>						

DISTRIBUTION OF COSTS TO DATE

Including Engineering	Category Costs To Date	Funding	Federal Appr
\$79,200.00	\$79,200.00	FEDERAL	LS30
\$31,463.98	\$31,463.98	CITY OF OAK CREEK	
<u>\$110,663.98</u>	<u>\$110,663.98</u>		

11023 0102



Division of Transportation
System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

Scott Walker, Governor
Mark Gottlieb, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662
E-Mail: waukesha.dtd@dot.wi.gov

October 10, 2011

CITY OF OAK CREEK
ENGINEERING DEPT

OCT 13 2011

RECEIVED

Mr Michael Simmons
City Engineer
8640 S Howell Avenue
Oak Creek WI 53154

Dear Mr. Simmons:

SUBJECT: ID 2505-00-72
South 13th Street (CTH V)
Intersect with West Puetz Road
Milwaukee County

Bids were received on August 9, 2011 for the above project. The following Estimate of Costs and Financing is based on the awarded bid. A copy of bid items and costs are attached for your information.

ESTIMATE OF COSTS:

Bid of Super Western, Inc.	\$1,009,946.02
Engineering & Contingencies	<u>\$ 151,491.90</u> — 15%
Total Estimated Costs	\$1,161,437.92

ESTIMATE-SOURCE OF FINANCING

Federal/State Aid	\$ 661,500.00 — Const. only
City of Oak Creek	<u>\$ 499,937.92</u>
Total	\$1,161,437.92

You will be billed periodically on the basis of actual costs incurred, with a final billing when all costs are determined.

Sincerely,

Kathy Bender
Financial Specialist

APPROPRIATION TRANSFER REQUEST

1699 R4E

MILWAUKEE COUNTY

FISCAL YEAR
2012

DEPT. NO

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

DEPARTMENT NAME

DAS-Architecture, Engineering & Environmental Services

Were Appropriations Requested Below Denied For The Current Budget?		No	No								
TO (Credit)	Line No.	ACCOUNT DISTRIBUTION						OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification	
		Fund	Agency	Org. Unit	Revenue/Objct	Activity	Project				
		1250	120	1250	6146		WT048011	Admin BLDG Heating System Replc	\$ 30,000.00		
		1250	120	1250	9706		WT048011	Admin BLDG Heating System Replc	\$ 4,942.52		
		1250	120	1250	9706		WT048014	Admin BLDG Heating System Replc	\$ 58,263.70		
		1250	120	1250	9780		WT048014	Admin BLDG Heating System Replc	\$ 500.00		
TO TOTALS (Credit)									\$ 93,706.22	\$ -	
FROM (Debit)		1250	120	1250	4907		WT048011	Admin BLDG Heating System Replc	\$ 93,706.22		
FROM TOTALS (Debit)									\$ 93,706.22	\$ -	

EXPLANATION

Wt048 Transit Administrative Building Heating System Replacement
Carry over all project funds. Project is under construction. Work is anticipated to be substantially complete before June 2012.

Gregory G. High 1/31/12
 Gregory G. High, Director
 Architecture, Engineering & Environmental Services

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

A c t i o n	Dept. of Administration	County Executive	Finance Committee	County Board
	DATE			
	APPROVE			
	DISAPPROVE			
	MODIFY			

APPROPRIATION TRANSFER REQUEST

1699 R4E

MILWAUKEE COUNTY

FISCAL YEAR
2012

DEPT. NO.

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

DEPARTMENT NAME

Department of Transportation

Were Appropriations Requested Below Denied For The Current Budget?		Yes	No						
TO (Credit)	Line No.	ACCOUNT DISTRIBUTION					OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification
		Fund	Agency	Org Unit	Revenue/ Object	Activity			
	23	1200	120	1200	2299		WH020052 West Oklahoma, 108th to 76th Street	\$ 450,000.00	
	24	1200	120	1200	4907		WH020052 West Oklahoma, 108th to 76th Street	\$ 300,000.00	
	25	1200	120	1200	8530		WH229012 13th St. and Puetz Intersection	\$ 300,000.00	
	26	1200	120	1200	2299		WH020052 West Oklahoma, 108th to 76th Street	\$ 2,507,809.00	
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	28								
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	32								
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	34								
	35								
	36								
	37								
	38								
	39								
	40								
	41								
	42								
TO TOTALS (Credit)								\$ 3,557,809.00	\$ -

FROM (Debit)	23	1200	120	1200	6146		WH020052 West Oklahoma, 108th to 76th Street	\$ 450,000.00	
	24	1200	120	1200	4907		WH229012 13th St. and Puetz Intersection	\$ 300,000.00	
	25	1200	120	1200	6146		WH020052 West Oklahoma, 108th to 76th Street	\$ 300,000.00	
	26	1200	120	1200	4907		WH020052 West Oklahoma, 108th to 76th Street	\$ 2,507,809.00	
	27								
	28								
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	42								
TO TOTALS (Debit)								\$ 3,557,809.00	

EXPLANATION

FUND TRANSFER SUMMARY

The Director of Transportation is requesting an appropriation transfer in the amount of \$3,557,809.00 to supplement a project overrun on 13th ST. and Puetz intersection; change the scope of the Oklahoma Ave, 108th to 76th and change the funding allocations in the Oklahoma Ave. 108th to 76th project,.

Background

West Oklahoma Avenue - 108th to 76th Street project was originally funded with over \$7 million because the original scope of the project was a reconstruction but was changed to rehabilitation.

West Oklahoma Ave., 108th to 76th:

An administrative decision was made by the then Director of Transportation and Public Works and Director of Highway Operations to change the scope and a previous fund transfer would transfer that change in scope. Changing the scope from a reconstruct to rehabilitation significantly reduced the original estimated costs (see attachments for clarification.)

This resulted in the project actual costs coming in under the approximately \$7 million originally requested. We therefore have remaining funds, which we are requesting to move to cover the overrun in the local project reflected in this fund transfer.

13th & Puetz

The original scope of this project was approximately \$40,000, resulting in the project being identified in our operating budget instead of capital. The City of Oak Creek administered the project and worked with the Transportation Section on the project. As the project proceeded, it was discovered that there were several issues that were identified leading to the scope being underestimated. Detailed information regarding the items that took the project over the original \$40,000.00 is attached for your information,

Based on the fact that the project is identified in the operating Budget, there were no funds to close out the project. As of January 19,2012 the project is in the final stage. Upon completion and a review with the City of Oak Creek and the Transportation Section Services a final bill will be received. To date no invoices have been paid for this project.

REQUEST:

The request is to move the surplus funds from a capital project Oklahoma Avenue to an operating project 13th & Puetz to cover the cost overruns. (See attached for documentation.)

(Page 1 of 2)

DATE OF REQUEST	SIGNATURE OF DEPARTMENT HEAD	TITLE
2/14/12	<i>Frank Busalacchi</i>	Director Department of Transportation

A	Dept. of Administration	County Executive	Finance Committee	County Board
c				
t				
i				
o				
n				

APPROPRIATION TRANSFER REQUEST

1699 R4E MILWAUKEE COUNTY
DEPARTMENT NAME

FISCAL YEAR 2012 DEPT. NO.

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

Department of Transportation

Were Appropriations Requested Below Denied For The Current Budget?

Yes

No

TO (Credit)	Line No.	ACCOUNT DISTRIBUTION						OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification
		Fund	Agency	Org. Unit	Revenue /Object	Activity	Project			
	43									
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	62									

TO TOTALS (Credit) \$ - \$ -

FROM (Debit)	Line No.	Fund	Agency	Org. Unit	Revenue /Object	Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification
	44									
	45									
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EXPLANATION

Project Scope:

In preparing for the appropriation request for 13th & Puetz to address an overrun in a local project, we discovered that there was no fund transfer to reduce the scope to the project to the County Board for West Oklahoma, 108th to 76th Street, which is where the surplus to cover the overrun was identified.

The original scope of West Oklahoma, 108th to 76th was approved as a reconstruction (total rebuild of an existing highway to improve maintainability) to a rehabilitation (restoration of the structural integrity of an existing roadway).

The Director of Highway Operations failed to prepare a fund transfer to identify the change in scope to the proper County Board committee.

The Director of the Department of Transportation finds it essential in working with the Department to bring this to the proper committees to correct the oversight.

The specifics that were utilized to change the scope of the project from a reconstruct to a rehabilitation are being researched.

Page 2 of 2.

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
2/14/12	<i>Frank Swalski</i>			Director, Department of Transportation
A c t i o n	Dept. of Administration	County Executive	Finance Committee	County Board
	DATE			
	APPROVE			
	DISAPPROVE			
	MODIFY			

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

26

DATE: February 3, 2012
TO: Lee Holloway, Chairman, Transportation, Public Works and Transit Committee
FROM: Frank Busalacchi, Director, Department of Transportation
SUBJECT: **INFORMATIONAL REPORT ON THE SHELL PIPELINE LEAK AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

Informational only.

BACKGROUND

Pursuant to Wisconsin Statutes Section 19.85 (1)(e), the Committee may adjourn into closed session for the purpose of discussing the following matter(s). At the conclusion of the closed session, the Committee may reconvene in open session to take whatever actions it may deem necessary.

A report on the Shell pipeline leak at General Mitchell International Airport.

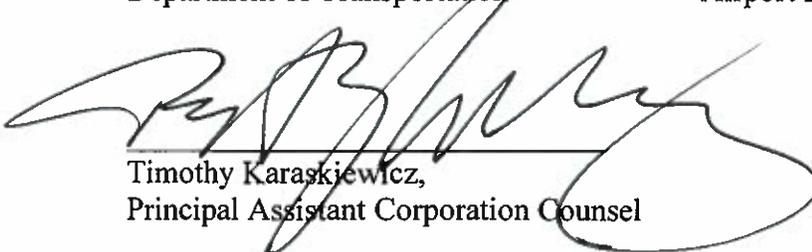
Prepared by: C. Barry Bateman, Airport Director

Approved by:

Frank Busalacchi, Director
Department of Transportation



C. Barry Bateman
Airport Director



Timothy Karaskiewicz,
Principal Assistant Corporation Counsel

Cc: Lee Holloway, Chairman, County Board of Supervisors

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**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE February 14, 2012

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

FROM Frank Busalacchi, Director of Transportation

SUBJECT Professional Services Contract for Legal Services for the Zoo Interchange

ISSUE:

Chapter 56.03 required any professional service contractor for Milwaukee County be brought to the County Board if any work has been performed before the contract has been signed that is under \$50,000.00.

BACKGROUND:

The Director of Transportation was requested to take the lead role in negotiation for Milwaukee County regarding the Zoo Interchange project. Because the project already as an established timeframe (see attached) for completion of this project, it has been moving at a fast pace.

The Department of Transportation took on the initiative to have oversight to ensure that Milwaukee County's Interest were been taken into consideration. In order to do this properly it was discovered that the Zoo Interchange Project had a need to utilize county property that performed essential services to the citizens of Milwaukee County

To keep with the timeline and to ensure the best interest of Milwaukee county, an attorney was needed with an expertise in Real Estate Law. After conversations with WISDOT a decision was made to prepare a Professional Service Contract for \$50,000 to keep the project moving and to address the real estate issues. Due to some difficulty in determining the proper funding stream there was a delay in processing the Professional Service Agreement.

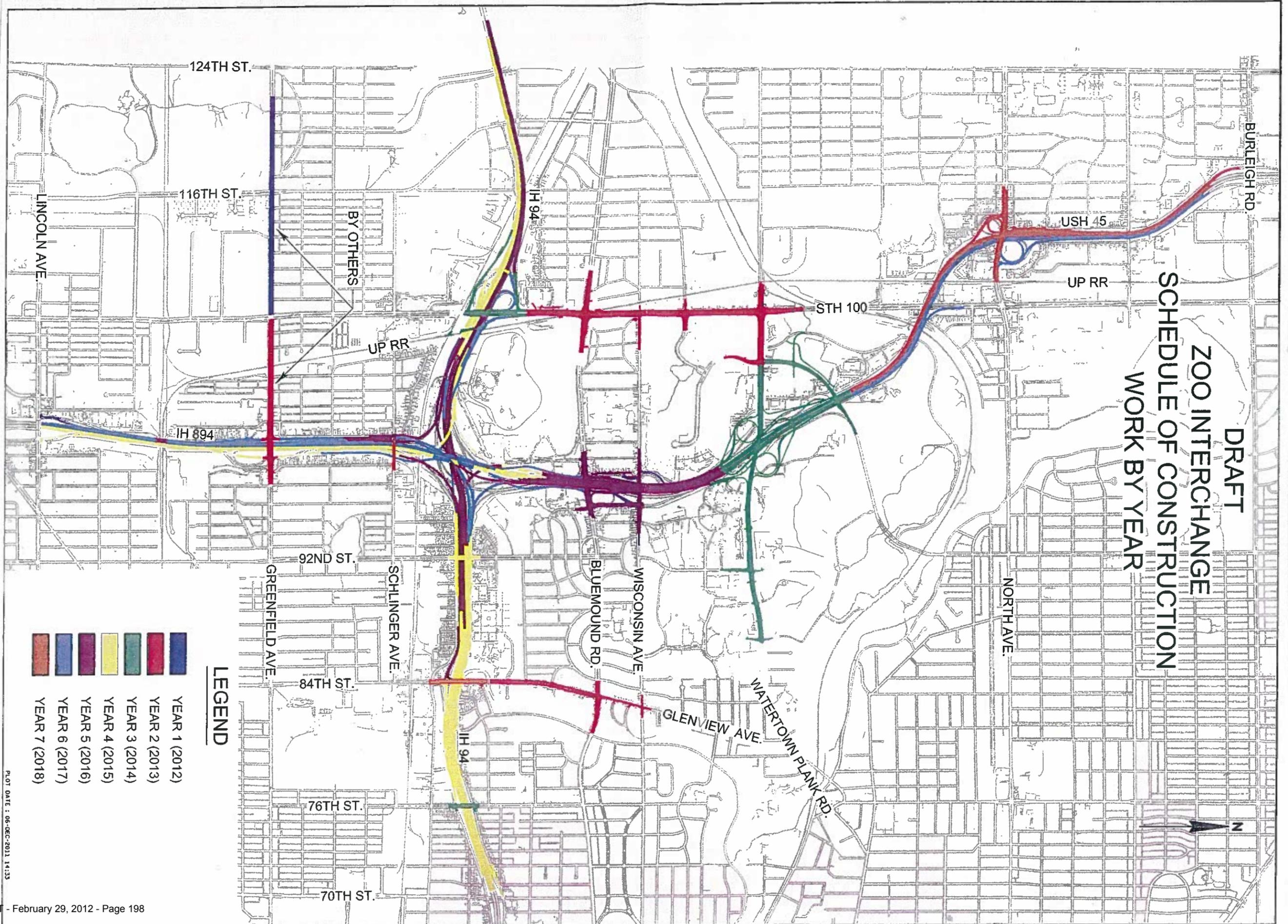
RECOMMENDATION:

Request for the committee to approve the Professional Service Contract with MICHAEL BEST to provide legal services for Real Estate Law as it pertains to the best interest of Milwaukee County. At this point in time the contact is limited to \$50,000 and would look for a recommendation from the committee regarding a continuation of these services from this law firm after the \$50,000 cap has been reached or to prepare an RFP for those services.

Prepared by: Fay L. Roberts

Frank Busalacchi, Director
Department of Transportation

DRAFT
ZOO INTERCHANGE
SCHEDULE OF CONSTRUCTION
WORK BY YEAR



LEGEND

	YEAR 1 (2012)
	YEAR 2 (2013)
	YEAR 3 (2014)
	YEAR 4 (2015)
	YEAR 5 (2016)
	YEAR 6 (2017)
	YEAR 7 (2018)

LOT DATE : 06-DEC-2011 14:33

1
2
3
4 (ITEM) From the Director, Department of Transportation requesting that Milwaukee
5 County give authorization to enter into a professional services agreement for legal
6 services – real estate law, to represent Milwaukee County in the Zoo Interchange
7 meetings, by recommending approval of a \$50,000 professional services agreement.

8 **RESOLUTION**

9
10 WHEREAS, Department of Transportation entered into a professional service
11 agreement with Michael Best Law Firm – Real Estate Law to expedite negotiations with
12 the State of Wisconsin regarding the Zoo Interchange Project; and

13 WHEREAS, the professional service agreement was not signed before a meeting
14 was commenced to ensure that the best interest of Milwaukee County was represented
15 in conversations with the State of Wisconsin, and the Zoo Interchange and the request
16 to utilize county property located out on the county grounds; and

17
18 WHEREAS, the department is requesting approval for the \$50,000 professional
19 service agreement, and request a recommendation to exceed the cap or submit the
20 representations via an RFP for real estate law services; and

21
22 WHEREAS, the Zoo Interchange is on the fast track regarding the construction
23 schedule which would involve segments of property located out on the county grounds,
24 and; now therefore,

25
26 BE IT RESOLVED that the Director of Transportation is hereby authorized to
27 enter into a Professional Service Contract with Michael Best law firm for Real Estate
28 Law services related to the Zoo Interchange property negotiations not to exceed
29 \$50,000 unless otherwise directed.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 14, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Professional Services Contract for Legal Services for the Zoo Interchange

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<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
Operating Budget	Expenditure		
	Revenue	\$50,000	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.

Dealing with the zoo interchange real estate issues, which are time sensitive and the user departments benefiting from the negotiations will be cross-charged. The department is seeking to utilize the revenue from the towing contracts to cover the costs, estimating at \$250,000.

Department/Prepared by: Fay Roberts

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

H:\Private\Clerk Typist\Aa011TPW&T 1202- Feb 2012\FISCAL NOTE - Concourse DAS LOA.doc

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.