

County of Milwaukee
Interoffice Communication

DATE: June 24, 2014
TO: Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee
FROM: Brian Dranzik, Director, Department of Transportation
SUBJECT: Authorization to Submit a Federal Grant Application and Execute Subsequent Contract to Support the MCTS Bus Replacement Program

POLICY

Per Section 56.06 of the Milwaukee County General Ordinances, authorization is required from the County Board to apply for and execute discretionary federal or state grants.

BACKGROUND

On June 4, 2014, the Federal Transit Administration (FTA) announced the availability of grant funding under the Ladders of Opportunity Initiative. FTA has made available approximately \$100 million from recoveries from the Section 5309 Bus and Bus Facilities Program authorized by the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59 and prior authorizations. Essentially, this is leftover funding from the federal SAFETEA-LU transportation bill, which is the predecessor to the current federal transportation funding bill Moving Ahead Progress for the 21st Century (MAP 21). This Ladders of Opportunity Initiative makes funds available to public transportation providers to finance capital projects to replace, rehabilitate, and purchase buses and related equipment.

FTA will evaluate each project to determine how it supports the following five Ladders of Opportunity Principles:

- Enhance Access to Work. FTA will evaluate whether the project will improve access for Americans with transportation disadvantages through reliable and timely access to employment centers, educational opportunities, services and other basic needs of workers.
- Provide More Transportation Choices. FTA will evaluate whether the project will significantly enhance user mobility through the creation of more convenient transportation options for travelers.
- Support Existing Communities. FTA will evaluate whether the project will increase community revitalization, improve the efficiency of public works investments or safeguard rural communities.
- Support Economic Opportunities. FTA will evaluate whether the project improves economic opportunities by linking capital investments with local workforce development.
- Support Partnerships. FTA will evaluate the extent the applicant will form strong federal and local partnerships to address the mobility challenge.

The application deadline is August 4, 2014. A local matching share of twenty percent is required for bus purchases under this program and the FTA may award an amount less than the application.

Although there are a sufficient number of buses to provide the needed level of service within the overall MCTS network, the Zoo Interchange Settlement Agreement reached between the Wisconsin Department of Transportation (WisDOT) and the Milwaukee Inner City Congregations Allied for Hope (MICAH) and the Black Health Coalition of Wisconsin (BHC) (refer to approved File No. 14-466) provides an excellent opportunity for Milwaukee County to potentially leverage additional federal funding for buses that is highly consistent with the criteria for the Ladders of Opportunity grant.

RECOMMENDATION

The Department of Transportation is recommending that authority be granted to submit an application for \$3,480,000 to the FTA's Ladders of Opportunity Initiative to aid in financing the purchase of ten buses that will perform dedicated service along the transit routes created or extended as a direct result of the Zoo Interchange settlement agreement. If successful in obtaining an award, MCDOT further recommends that authority be granted to accept the grant award.

FISCAL NOTE

The Department will apply for \$3,480,000 in federal grant funds to support 80 percent of the replacement of ten buses (\$4,350,000 total) in 2015. A local matching share of twenty percent, or \$870,000, is required under this grant program. FTA reserves the right to award an amount less than the original application, and if so, the local matching share would be reduced proportionately.

A bus purchase is planned as part of the 2015 Capital Budget and will be submitted for policymaker review and approval. The required local match is included in that budget request.

Prepared by: Steve Nigh, Department of Transportation

Approved by:

Brian Dranzik

Director, Department of Transportation

1 (Item)From the Director, Department of Transportation, requesting authorization to file a
2 federal grant application and execute a subsequent contract to support the MCTS bus
3 replacement program by recommending adoption of the following resolution:
4
5

6 **A RESOLUTION**
7
8

9 WHEREAS, On June 4, 2014, the Federal Transit Administration (FTA) announced the
10 availability of grant funding under the Ladders of Opportunity Initiative; and
11

12 WHEREAS, FTA has made available approximately \$100 million from recoveries from
13 the Section 5309 Bus and Bus Facilities Program authorized by the Safe, Accountable, Flexible,
14 Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59
15 and prior authorizations; and
16

17 WHEREAS, this Ladders of Opportunity Initiative makes funds available to public
18 transportation providers to finance capital projects to replace, rehabilitate, and purchase buses
19 and related equipment; and
20

21 WHEREAS, FTA will evaluate each project to determine how it supports five Ladders of
22 Opportunity Principles; and
23

24 WHEREAS, the application deadline is August 4, 2014, a local matching share of twenty
25 percent is required for bus purchases under this program and the FTA may award an amount less
26 than the application; and
27

28 WHEREAS, although there are a sufficient number of buses to provide the needed level
29 of service within the overall MCTS network, the Zoo Interchange Settlement Agreement reached
30 between the Wisconsin Department of Transportation (WisDOT) and the Milwaukee Inner City
31 Congregations Allied for Hope (MICAH) and the Black Health Coalition of Wisconsin (BHC)
32 (refer to approved File No. 14-466) provides an excellent opportunity for Milwaukee County to
33 potentially leverage additional federal funding for buses that is highly consistent with the criteria
34 for the Ladders of Opportunity grant; now therefore
35

36 BE IT RESOLVED, that the Director, Department of Transportation is hereby authorized
37 to prepare and submit an application for \$3,480,000 in federal funds to the FTA's Ladders of
38 Opportunity Initiative as there are transit services being provided that are highly consistent with
39 this federal initiative ; and
40

41 BE IT FURTHER RESOLVED, it is understood that a bus purchase is planned as part of
42 the 2015 Capital Budget and acceptance of these grant funds is contingent upon an approved
43 capital project for bus replacement by policymakers; and
44

45 BE IT FURTHER RESOLVED, that if successful in obtaining an award, the MCDOT
46 Director is authorized to execute a subsequent contract for the delivery of these buses under this
47 grant program.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: July 1, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Ladders of Opportunity Grant Application

FISCAL EFFECT:

- | | |
|--|---|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input checked="" 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 checked="" 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	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	\$4,350,000
	Revenue	0	\$3,480,000
	Net Cost	0	\$870,000

DESCRIPTION OF FISCAL EFFECT

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

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

The Department will apply for \$3,480,000 in federal grant funds to support 80 percent of the replacement of ten buses (\$4,350,000 total) in 2015. A local matching share of twenty percent, or \$870,000, is required under this grant program. FTA reserves the right to award an amount less than the original application, and if so, the local matching share would be reduced proportionately.

A bus purchase is planned as part of the 2015 Capital Budget and will be submitted for policymaker review and approval. The required local match is included in that budget request.

Department/Prepared by: James H. Martin, Director of Administration, MCDOT

Authorized Signature _____

Reviewed by:

Did DAS-Fiscal Staff Review? Yes No

CPDP Review Yes No Not Required

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: June 23, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: Federally Required Update to Title VI Program for the Milwaukee County Transit System (MCTS)

POLICY

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

BACKGROUND

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Title VI is codified under U.S. Department of Transportation Regulations (49 CFR part 21).

The Federal Transit Administration’s (FTA) Title VI Circular 4702.1B requires transit providers prepare a Title VI Program Plan and update it every three years to document compliance with Title VI. The Milwaukee County Transit System’s (MCTS) current Title VI Program Plan was completed in 2011 and accepted by the FTA. MCTS is in the process of updating its Title VI Program Plan to meet a submittal deadline to the FTA of October 1, 2014.

The purpose of a Title VI Program Plan is to:

- Ensure that public transportation services are provided in a non-discriminatory manner;
- Promote full and fair participation in public transportation decision-making without regard to race, color, or national origin; and
- Ensure meaningful access to transit-related programs and activities by persons with limited English proficiency.

Title VI Program Plans submitted after 2012 are required to be approved for MCTS by the County Executive and County Board of Supervisors. Accordingly, MCTS will return in the September cycle to seek approval of the completed plan.

The MCTS Title VI Program Plan, which is currently under development, will include but not be limited to the following:

- Public notification that MCTS complies with Title VI, instructions on how to file a discrimination complaint, and a list of investigations, complaints, or lawsuits filed with MCTS.
- A public participation plan that includes an outreach plan to engage minority populations.
- A language assistance plan to engage limited English proficiency populations.
- Racial break-down of the members of non-elected committees: Transit Services Advisory Committee (TSAC); and Transit Plus Advisory Council (TPAC).
- A description of system-wide service standards and policies, and monitoring thereof.
- A demographic analysis of the transit service area including maps, charts and surveys.
- A description of the public engagement process used to set definitions for “major service change”, “disparate impact” and “disproportionate burden”
 - Adoption of a resolution approving of MCTS policy definitions for major service change, disparate impact, and disproportionate burden is also required by FTA.
- Analyses of major service changes and fare changes prior to County Executive and County Board approval of changes.
- Evidence of Board approval of major service change policy and disparate impact policy.

RECOMMENDATION

This report is informational only.

Prepared by: Tom Winter, Director of Schedule and Planning, MCTS
Dan Boehm, Interim Managing Director, MCTS

Approved by:

Brian Dranzik
Director, Department of Transportation

cc: Chris Abele, Milwaukee County Executive
Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Interim Chief of Staff, Milwaukee County Executive Office
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive Office
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal and Budget Administrator, Department of Administrative Services
Anthony Geiger, Fiscal and Budget Analyst, Department of Administrative Services

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 23, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: Resolution Approving of Milwaukee County Transit System (MCTS) Title VI Policy Definitions for Major Service Change, Disparate Impact, and Disproportionate Burden

POLICY

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

Title VI is codified under U.S. Department of Transportation Regulations (49 CFR part 21). The Federal Transit Administration (FTA) establishes requirements for transit systems with respect to Title VI under FTA Circular 4702.1B; Chapter IV, Section 3a (2)(e) of which establishes a requirement for board approval of Title VI policy definitions for major service change and disparate impact used by a transit system.

BACKGROUND

The FTA requires transit systems to analyze proposed service changes and fare changes to determine if there is potential for a disparate impact on minority populations or a disproportionate burden on low-income populations. Disparate impacts and disproportionate burdens are to be considered, and mitigated as possible. Prior to performing the required analysis, it is necessary to establish local policy definitions for “major service change,” “disparate impact” and “disproportionate burden.”

The FTA requires transit systems to use a public engagement process when establishing these local definitions. Furthermore, the FTA requires the Milwaukee County Transit System (MCTS) to obtain County Executive and County Board approval of major service change and disparate impact policy definitions.

In October 2013, MCTS conducted two public outreach meetings to inform the public of proposed policy definitions and gather input about the policies. Meetings were held at the Center Street Library and at the Downtown Central Library. About 90 persons from the community attended these meetings. Based on the feedback received from the public, MCTS recommends the following policy definitions for approval by the County Executive and County Board.

MAJOR SERVICE CHANGE POLICY

A Major Service Change is defined as a change that:

- Affects 25 percent of the in-service bus hours on a route or group of routes,
- Affects 25 percent of the one way mileage of a route or group of routes,
- Affects 25 percent of the daily service period,
- Reduces the service span by more than an hour during the late night (930 pm to 6 am)
- Reduces the frequency of service (increases the headway) by 50 percent, and
- Creates a gap of greater than one-half mile from the nearest alternative service.

DISPARATE IMPACT POLICY / DISPROPORTIONATE BURDEN POLICY

MCTS uses the four-fifths rule, also known as the 80 percent rule, as the threshold for its disparate impact and disproportionate burden policies. Specifically, an impact has occurred when the ratio of the reduction in service to the minority or low-income population compared to the non-minority or non-low-income population exceeds four/fifths or 80 percent. The four-fifths rule is a commonly accepted measure used by many transit systems.

RECOMMENDATION

Approve the resolution defining the MCTS major service change policy and disparate impact policy.

Prepared by: Tom Winter, Director of Schedule and Planning, MCTS
Daniel Boehm, Interim Managing Director, MCTS

Approved by:

Brian Dranzik
Director, Department of Transportation

June 23, 2014

Page 3

cc: Chris Abele, Milwaukee County Executive
Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Interim Chief of Staff, Milwaukee County Executive Office
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive Office
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal and Budget Administrator, Department of Administrative Services
Anthony Geiger, Fiscal and Budget Analyst, Department of Administrative Services

1 (Item) From the Director, Department of Transportation, requesting approval
2 of Milwaukee County Transit System (MCTS) Title VI Policy Definitions for Major
3 Service Change, Disparate Impact, and Disproportionate Burden
4

5 **A RESOLUTION**
6
7

8 WHEREAS, Title VI of the Civil Rights Act of 1964 states: “No person in the United
9 States shall, on the ground of race, color, or national origin, be excluded from participation in, be
10 denied the benefits of, or be subjected to discrimination under any program or activity receiving
11 federal financial assistance;” and
12

13 WHEREAS, the Federal Transit Administration (FTA) establishes requirements for
14 transit systems with respect to Title VI under FTA Circular 4702.1B; Chapter IV, Section 3a
15 (2)(e) of which establishes a requirement for County Executive and County Board approval of
16 major service change policy and disparate impact policy; and
17

18 WHEREAS, the FTA requires transit systems to analyze proposed service changes and
19 fare changes to determine if there is potential for a disparate impact on minority populations or a
20 disproportionate burden on low-income populations; and
21

22 WHEREAS, the FTA requires transit systems to use a public engagement process when
23 establishing these local definitions; and
24

25 WHEREAS, in October 2013, MCTS conducted two public outreach meetings to inform
26 the public of proposed policy definitions and gather input about the policies; and
27

28 WHEREAS, based on the feedback received from the public, MCTS has defined a Major
29 Service Change as a change that affects 25 percent of the in-service bus hours on a route or
30 group of routes, or affects 25 percent of the one way mileage of a route or group of routes, or
31 affects 25 percent of the daily service period, or reduces the service span by more than an hour
32 during the late night (930 pm to 6 am) or reduces the frequency of service (increases the
33 headway) by 50 percent, or creates a gap of greater than one-half mile from the nearest
34 alternative service; and
35

36 WHEREAS, based on the feedback received from the public, MCTS will use the four-
37 fifths rule, also known as the 80 percent rule, as the threshold for its disparate impact and
38 disproportionate burden policies meaning that an impact has occurred when the ratio of the
39 reduction in service to the minority or low-income population compared to the non-minority or
40 non-low-income population exceeds four/fifths or 80 percent; now, therefore,
41

42 BE IT RESOLVED, that the MCTS Policy Definitions for Major Service Change,
43 Disparate Impact, and Disproportionate Burden, as described herein are approved.
44
45

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/23/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Resolution Approving of Milwaukee County Transit System (MCTS) Title VI Policy Definitions for Major Service Change, Disparate Impact, and Disproportionate Burden

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 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. The FTA requires transit systems to analyze proposed service changes and fare changes to determine if there is potential for a disparate impact on minority populations or a disproportionate burden on low-income populations. Prior to performing the required analysis, it is necessary to establish local policy definitions for “major service change,” “disparate impact” and “disproportionate burden.” Resolution Approving of Milwaukee County Transit System (MCTS) Title VI Policy Definitions for Major Service Change, Disparate Impact, and Disproportionate Burden is presented for approval by the County Executive and County Board of Supervisors. Once approved, MCTS can finalize its Title VI program plan and submit it to the FTA, as required.

- B. No fiscal impact in budget year.
- C. No fiscal impact in current year, or subsequent years.
- D. No assumptions or interpretations.

Department/Prepared By MCDOT

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.

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed With:



WELCOME!

To MCTS' Public Meeting
to Seek Feedback on Title VI Equity
Standards and Guidelines.

Thank you for attending this MCTS public meeting. We appreciate your feedback on setting up our guidelines for transit service and fare changes. Your feedback will help us in answering questions like, "If MCTS had to make changes to bus service, what would be fair to all individuals?"

As a recipient of federal funds, MCTS complies with Title VI of the Civil Rights Act of 1964, Presidential Executive Order 12898, and Federal Transit Administration (FTA) Circular 4702.1B. This is designed to ensure that changes to transit service and changes to transit fares are not discriminatory to minorities or low-income individuals.

As part of this process, MCTS develops internal policies that guide us when fare or service changes are proposed. Those policies are:

- **Major Service Change:** the policy that defines the level at which MCTS, the public and its riders consider a major service change.
- **Disparate (Unequal) Impact:** the policy that defines when a change in MCTS service or a fare change unfairly (disproportionately) affects members of a group identified by race, color or national origin.
- **Disproportionate (Unequal) Burden:** the policy that defines when a low-income population is affected more by service or fare changes than a non-low-income population and how MCTS will evaluate alternatives and ease burdens when possible.

Comments will be accepted at this public information meeting, as well as online at RideMCTS.com or via mail. Comments will be accepted through October 15th, 2013. MCTS will then take the comments received into consideration when drafting the final policy definitions. Details on where comments can be submitted can be found on the handout you received when you arrived at the welcome desk.

About This Meeting

There are four stations, each with different information:

- 1) Introduction to Title VI and the process**
- 2) Major Service Change**
- 3) Disparate Impact & Disproportional Burden**
- 4) Conclusion**



Please explore each station and offer your comments. This meeting is designed to collect your comments on MCTS' definition of a Major Service Change, as well as MCTS' Disparate Impact & Disproportional Burden Policies. At each of these stations, MCTS staff will be available to answer any questions you may have about the information presented.

There are various ways that you may share your comments with us:

- Share your comments with our staff members, who will officially record them
- Write down your comments on the survey forms that you received when you arrived
- Visit our website RideMCTS.com and submit comments online
- Mail your comments to us by addressing them to:

TITLE VI
MILWAUKEE COUNTY TRANSIT SYSTEM
1942 N 17TH STREET
MILWAUKEE WI 53205

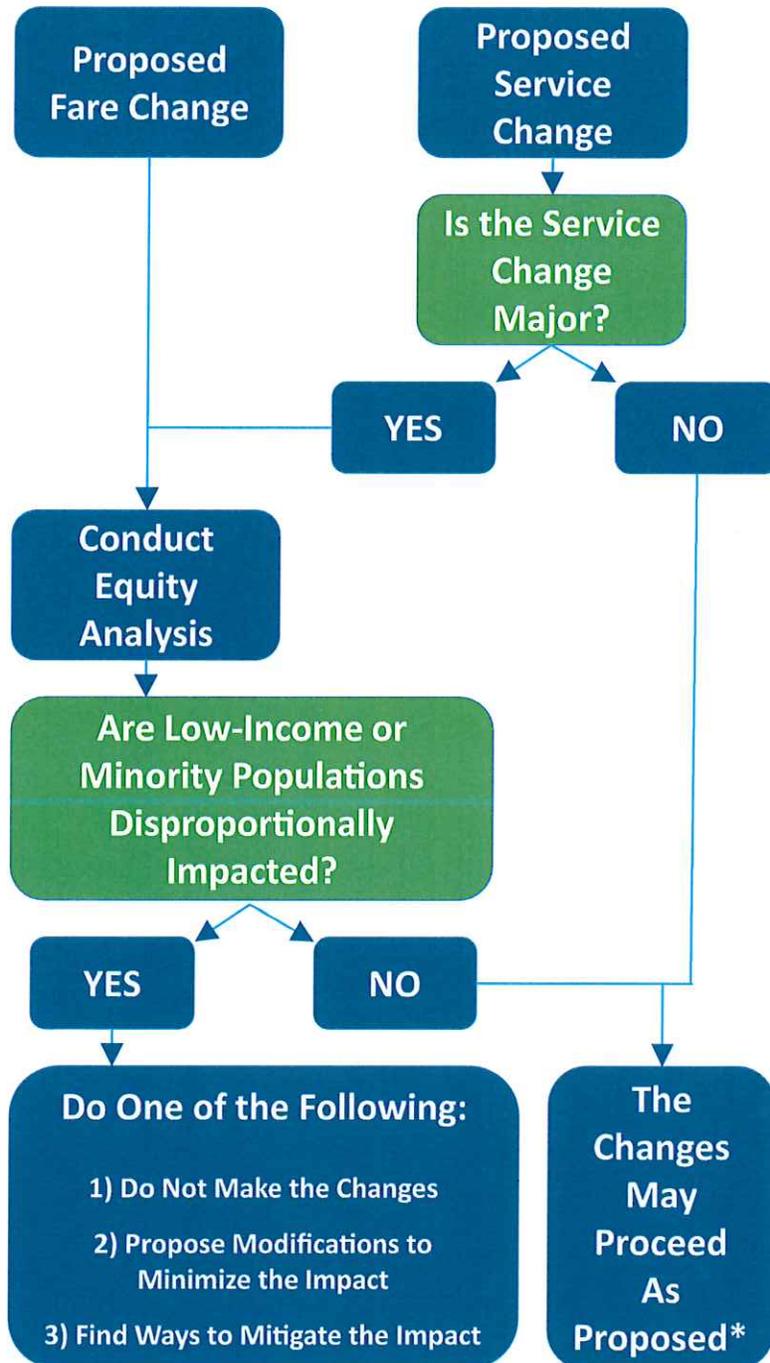
Your feedback will be accepted until October 15th, 2013. Using public feedback as guidance, MCTS will then formulate final policies which will be presented to the Milwaukee County Board for formal adoption.

What this meeting is not about:

No specific service or fare changes are being proposed at this time. The goal of this meeting is to set equity policies that relate to future fare and service proposals. Unfortunately, due to limited time, only comments relating to these policies will be recorded as part of the official record; however, if you wish to comment about other transit concerns please see a staff member in the center of the room.

Fare and Service Equity Analysis Process

The following flowchart illustrates the steps that MCTS must follow when proposing a fare or service change based on the guidelines from Title VI of the Civil Rights Act of 1964. The questions below in green ("Is the service change major?" and "Are low-income or minority populations disproportionately impacted?") are the focus of this meeting. MCTS is seeking your input about what should constitute a "Major Service Change" and input on the policies that determine when low-income or minority populations are disproportionately impacted by such changes.



Whether a service change is considered "major" is determined by MCTS' Major Service Change Policy. If the proposed changes do not meet the policy thresholds then the changes are not considered major may occur as planned.

All proposed fare changes must be analyzed, regardless of how minor the proposed changes are.

MCTS' Disparate Impact Policy is the threshold that determines if minority populations are disproportionately impacted by the changes.

MCTS' Disproportionate Burden Policy is the threshold that determines if low-income populations are disproportionately impacted by the changes.

Each policy can use the same thresholds, or they can differ. MCTS currently uses the same threshold for both.

If a proposed change result in a disproportionate impact, MCTS will consider modifying the proposed change to avoid, minimize or mitigate the disproportionate burden of the change. Any modifications to the original proposal wil then be re-evaluated.

If MCTS chooses not to alter the proposed changes, the agency may still implement the change if there is substantial legitimate justification for the change and the agency can show that there are no alternatives that would have less on an impact and would still accomplish the agency's legitimate program goals.

*-See "MCTS fare and service change approval process" board for more information.

MCTS Major Service Change Policy

MCTS defined a major service change in June of 2009 as a change that meets at least one of the following conditions (these guidelines were chosen based on information provided in Federal Transit Administration (FTA) Circular 4702.1A):



- 1) affects 25% of the bus hours on a route or group of routes**
- 2) affects 25% of the one-way mileage of a route or group of routes**
- 3) affects 25% of the service span**
- 4) reduces the frequency of service by 50%**
- 5) creates a gap of greater than one-half mile from the nearest alternative service**

The following are not considered “major service changes”: short-term seasonal changes, temporary changes resulting from construction activity, changing a route number or other designation, change or discontinuation of demonstration or experimental service within the first year, service changes on special service routes, or changes resulting from an emergency situation.

These guidelines apply to any service addition, expansion, reduction, adjustment, or reallocation. It is important to remember that the definition should truly reflect what is considered a major change that has the potential to affect many people, rather than minor changes which may only impact a limited number of people.

This policy does not determine what kinds of service changes that MCTS can, or cannot, engage in. This policy simply determines when proposed changes require MCTS to conduct an equity analysis. If an equity analysis is conducted, and the results show that there are no disproportionately negative impacts to minority or low-income populations, then MCTS can proceed with the changes. Similarly, if a proposed change is not considered “major” then MCTS may also proceed with the changes.

Examples of Service Changes (1 of 2)



Affects 25% of the bus hours on a route or a group of routes:

What are "Bus Hours"?

A bus route has multiple buses going back and forth along the route all day.

A route's total "bus hours" is the total of the time that each vehicle is on the road.

For the following examples, suppose a bus route has 3 buses going back and forth all day (see right).

Bus Number	Time the bus leaves the garage to the time it returns	Bus Hours
1	6am to 6pm	12
2	6am to 7pm	13
3	7am to 7pm	12

The total bus hours for the route is 37 (12+13+12). In order for a major service change to occur, the bus hours would have to increase or decrease by more than 9.25 hours (25% of 37 hours).

Based on this policy, would a major service change equity evaluation be needed if...

- another bus was added to this route from 7am to 7pm (12 more hours)? **Yes**
- bus number 3 was removed from this route (12 less hours)? **Yes,**
- another bus is added to this route from 7am to 11am (4 more hours)? **No**

Affects 25% of the one-way mileage of a route or a group of routes:

What is "One-Way Mileage"?

One-way mileage is the distance in miles from one end of a route to the other.

For the following examples, if a route was 10 miles long, a major change would occur if more than 2.5 miles of the route were added, removed, or changed (25% of 10 miles is 2.5 miles).



Based on this policy, would a major service change equity evaluation be needed if...

- the route was shortened by 2 miles? **No**



- the route was shortened by 4 miles? **Yes**



- the route remains 10 miles; however, 4 miles of the route are diverted to a different street? **Yes** (more than 2.5 miles of the route are "affected" (changed) in this situation)



Examples of Service Changes (2 of 2)



Affects 25% of the service span:

What is the "Service Span" of a route?

The service span is the time of the first bus of the day on a route until the time of the last bus of the day on the route. For example, if the first bus on a route left at 5am and the last bus on the same route was at 11pm then the service span of that route would be 18 hours (5am to 11pm).

For the following examples, if the service span of a route was 18 hours (from 5am to 11pm), then an increase, or a decrease, of 4.5 hours would be considered a major service change (25% of 18 hours is 4.5 hours).

Based on this policy, would a major service change equity evaluation be needed if the route is modified to operate from...

- 5am to 7pm (14 hours, a span reduction of 4 hours)? **No**
 - 5am to 6pm (13 hours, a span reduction of 5 hours)? **Yes**
 - 4am to 1am (21 hours, a span increase of 3 hours)? **No**
 - 4am to 3am (23 hours, a span increase of 5 hours)? **Yes**
-

Reduces the frequency of service by 50%:

What is a route's "Frequency of Service"?

At any location, a route's frequency of service is the number of minutes it takes after one bus leaves until the next bus leaves. This is also known as a route's headway.

For example, if a route has a 20-minute frequency of service (a bus shows up every 20 minutes), it would be considered a major service change if the frequency of service was reduced to every 30 minutes or greater (50% of 20 minutes is 10 minutes. If the frequency is already 20 minutes then reducing it an additional 10 minutes between buses would become 30 minutes).

Creates a gap of greater than one-half mile from the nearest alternative service:

If service is eliminated, it is important that customers have alternative services that they can use. If none are available, it creates a significant hardship on the customer's ability to get where they need to go. For example:

- If two routes are operating on the same street, and one of them is eliminated, passengers may still be able to use the other route that would still be operating on that street. This would not be considered a major service change because **the affected people would still have transportation.**
- If only one route operated on a street, and it was a **one-mile walk to the next closest route**, then it would be a major service change for passengers to no longer serve this street. In this situation, the affected customers could find themselves without access to transportation.

MCTS Disparate Impact Policy



What is “Disparate Impact”?

It is unintentional discrimination. For MCTS, it is when a fare or service change negatively affects minority populations more than non-minority populations.

MCTS proposes to establish this Disparate Impact policy in compliance with applicable federal requirements (Executive Order 12898 and FTA Circular 4702.1B).

MCTS uses the four-fifths rule (also known as the 80% rule) as the threshold for its Disparate Impact policy.

Please see the special display board for an understanding of how the four-fifths rule is calculated.

If a proposed change results in exceeding this threshold, MCTS will attempt to minimize or mitigate the impact that the changes have on minority populations. MCTS can also decide to no longer proceed with the change. Please see the Fare and Service Equity Process board for more information.

MCTS Disproportionate Burden Policy



What is “Disproportionate Burden”?

It is when a fare or service change negatively affects low-income populations more than non-low-income populations. MCTS defines low income as being below the US poverty guidelines.

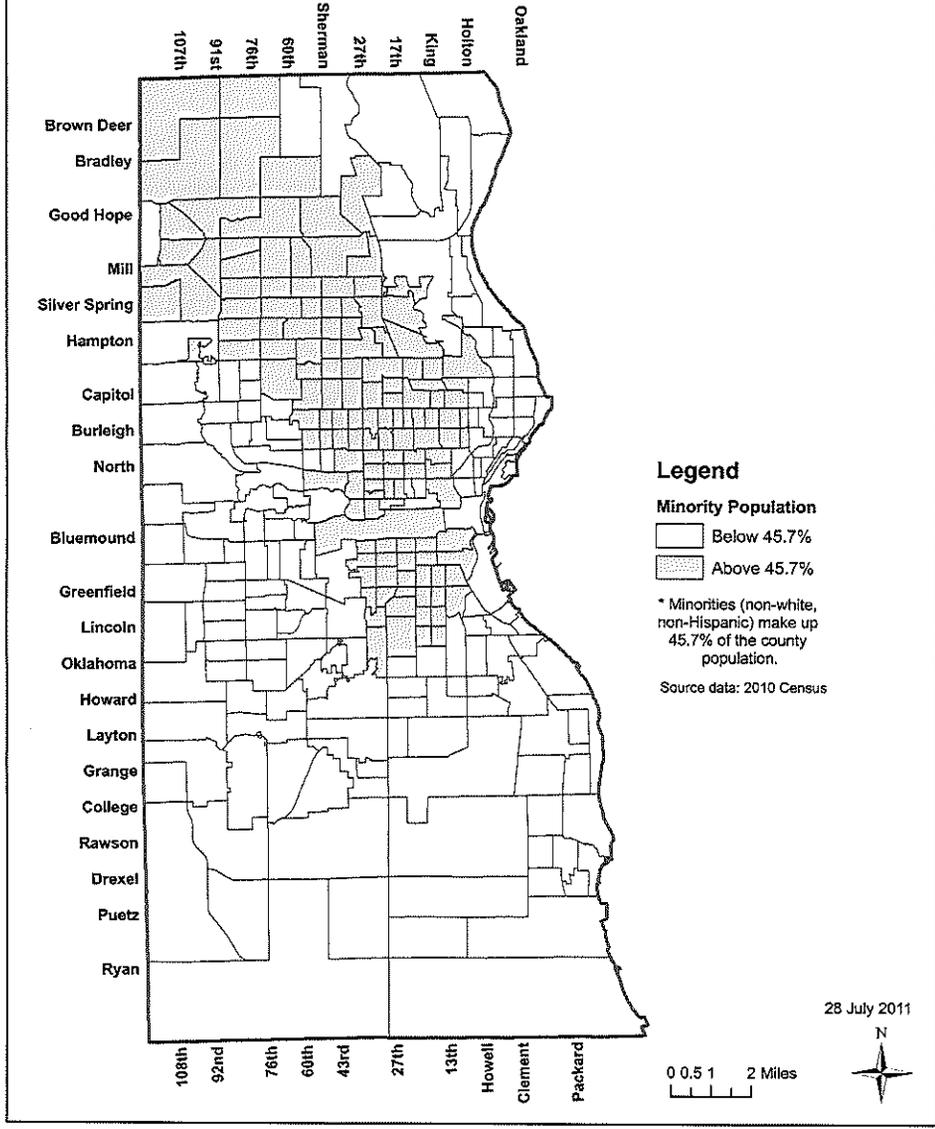
MCTS proposes to establish this Disproportionate Burden policy in compliance with applicable federal requirements (Executive Order 12898 and FTA Circular 4702.1B).

MCTS uses the four-fifths rule (also known as the 80% rule) as the threshold for its Disproportionate Burden policy.

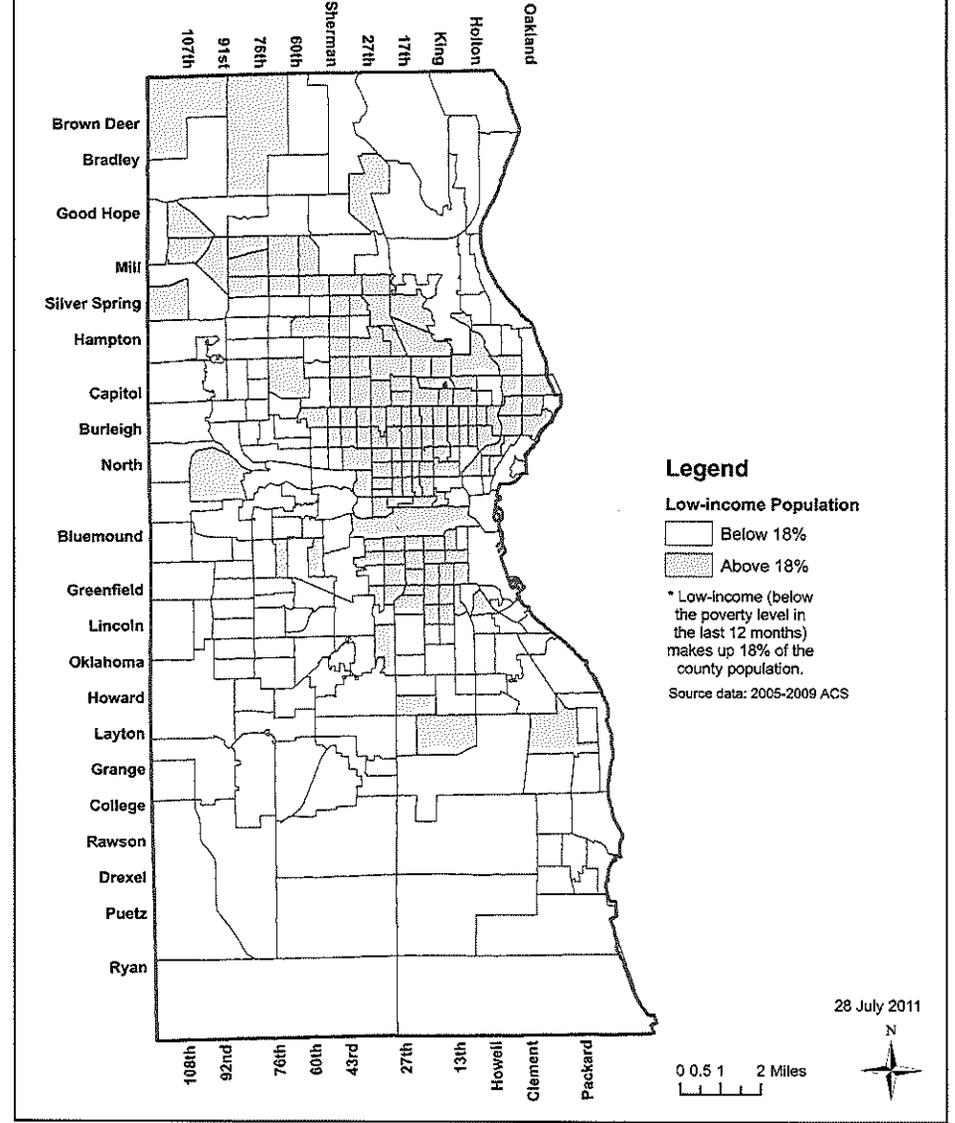
Please see the special display board for an understanding of how the four-fifths rule is calculated.

If a proposed change results in exceeding this threshold, MCTS will attempt to minimize or mitigate the impact that the changes have on low-income populations. MCTS can also decide to no longer proceed with the change. Please see the Fare and Service Equity Process board for more information.

Minority Population by Census Tract Compared to Milwaukee County Minority Population



Low-Income Population by Census Tract Compared to Milwaukee County Low-Income Population



What is the Four-Fifths Rule?



The four-fifths rule, also known as the 80% rule, is a method of calculating how much one group is impacted when compared to another group. Specifically, when using this threshold, a disparate impact or disproportionate burden has occurred when the ratio of the reduction in service to the minority (or low-income) population compared to the non-minority (or non-low-income population) is below four-fifths (80%). The easiest way to understand this is through some examples:

Example 1:

- A low-income area has 50 buses passing through (bus trips) per day and there is a proposal to remove 5 trips. This is 90% of the level of service that originally operated. ($45 \div 50 = 90\%$)
- A non-low-income area has 20 trips per day and there is a proposal to remove 3 trips. This is 85% of the level of service that originally operated. ($17 \div 20 = 85\%$)

To determine if this example violates the four-fifths rule, take the low-income area's outcome (90%) and divide it by whichever group has the highest outcome (in this case the low-income area has the highest outcome with 90%). If the results are less than 80% then there is a violation.

In this case: $90 \div 90 = 100\%$ so there is not a violation.

Example 2:

- A minority area has service from 6am to 10pm (a service span of 16 hours) per day and there is a proposal to end service at 6pm instead (6am to 6pm is a service span of 12 hours). This is 75% of the service span that originally operated. ($12 \div 16 = 75\%$)
- A non-minority area has service from 6am to 6:30pm (a service span of 12.5 hours) per day and there is a proposal to end service at 6pm instead (6am to 6pm is a service span of 12 hours). This is 96% of the service span that originally operated. ($12 \div 12.5 = 96\%$)

To determine if this example violates the four-fifths rule, take the minority area's outcome (75%) and divide it by whichever group has the highest outcome (in this case the non-minority area has the highest outcome with 96%). If the results are less than 80% then there is a violation.

In this case: $75 \div 96 = 78\%$ so there **IS** a violation.

How is the Disparate Impact Policy calculation different from the Disproportionate Burden Policy?

The only difference is the population group that they apply to. Disparate Impact applies to minority populations while Disproportionate Burden applies to low-income populations. MCTS has chosen to use the four-fifths rule as the threshold for both of its policies; therefore, they are both calculated the same based on the population group that they represent.



THANK YOU!

**Your participation today
gave us important feedback.**

Thank you for attending this Milwaukee County Transit System public meeting. The information received will be combined with a study of MCTS' current practices to be shared with the Milwaukee County Board in the form of a policy recommendation. Upon approval from the Milwaukee County Board, MCTS will have a comprehensive, publicly evaluated Title VI policy.

Future decisions about transit service or fare changes will be evaluated using the policies that you helped form to ensure that changes are distributed equitably to minority and low-income populations and are not discriminatory.

Please place your completed survey forms in the boxes located at each station.

Questions? Ask an MCTS representative or contact us by mail:

TITLE VI
MILWAUKEE COUNTY TRANSIT SYSTEM
1942 N 17TH STREET
MILWAUKEE WI 53205

(414) 344-4550

Materials from this meeting will also be posted at RideMCTS.com

-Milwaukee County Transit System

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 23, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: Resolution Approving of New Transit Service between Milwaukee and the New Berlin Industrial Park (Route 6 – New Berlin Industrial Park Express)

POLICY

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

BACKGROUND

In March 2012, the Federal Highway Administration approved of the Zoo Interchange Reconstruction and Expansion Project at a projected cost of \$1.7 billion.

In August 2012, the American Civil Liberties Union of Wisconsin and Midwest Environmental Advocates filed a lawsuit against federal transportation agencies and the Wisconsin Department of Transportation (WisDOT) on behalf of Milwaukee Inner City Congregations Allied for Hope (MICAH) and the Black Health Coalition of Wisconsin (BHC) for inadequately addressing needs of persons who rely on transit within the scope of the \$1.7 billion project.

Milwaukee County was not a party to the lawsuit, but the settlement agreement between WisDOT and the plaintiffs makes \$2.875 million available to the Milwaukee County Transit System (MCTS) annually from 2014 to 2018 for new local or express routes, or extensions of existing transit services from Milwaukee to locations within western, northwestern, or southwestern Milwaukee County or within Waukesha and Washington Counties. According to the settlement, MICAH and BHC (the plaintiffs) must both agree to any newly created routes. The agreement also makes \$500,000 available annually for marketing/support.

The Milwaukee County Department of Transportation (MCDOT) and MCTS have worked with WisDOT and the plaintiffs to identify transit expansion opportunities within the project area that have the potential to reduce existing transit travel times; and serve areas with high job concentrations. MCTS is also working with the plaintiffs to develop a marketing/support plan for all transit services that will be covered by the settlement agreement.

June 23, 2014

Page 2

During the May 2014 Committee and Board Meeting Cycle approval was obtained by MCTS to initiate a new route between Milwaukee and the Menomonee Falls Industrial Park (Route 279). At that time, the multi-year contract between WisDOT and MCTS was also approved, and a Fiscal Note completed.

Through this report, MCTS is seeking approval of a new bus route from Milwaukee to the New Berlin Industrial Park. Details of the route follow:

- ❖ Route 6
 - Start date August 24, 2014.
 - New service will follow Capitol Drive, 108th Street, Bluemound Road, and Moorland Road between Milwaukee and New Berlin.
 - Transit services will focus on typical work-shift start and end times, 7-days per week for five-shifts.
 - 2014 cost of \$244,200 – 100% funded by previously approved contract
 - 2015 cost of \$689,300 – 100% funded by previously approved contract
 - A map is attached to this report for reference.

RECOMMENDATION

Approval of operation of MCTS Route 6 will benefit Milwaukee County residents, and have no overall fiscal impact on MCTS. Costs for this new service will be offset with revenue from the State of Wisconsin over the settlement agreement period. The route will provide access to jobs in Milwaukee County and Waukesha County. All expenditures related to this project for marketing/support will also be covered by revenues from the contract between WisDOT and Milwaukee County.

FISCAL NOTE

The cost for the Milwaukee County Transit System to provide the transit routes and related services identified in this memorandum are offset with revenue from the State of Wisconsin.

Prepared by: Dan Boehm, Interim Managing Director, MCTS
James H. Martin, Director of Administration, MCDOT

Approved by:

Brian Dranzik
Director, Department of Transportation

June 23, 2014

Page 3

Attachment

cc: Chris Abele, Milwaukee County Executive
Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Interim Chief of Staff, Milwaukee County Executive Office
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive Office
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal and Budget Administrator, Department of Administrative Services
Anthony Geiger, Fiscal and Budget Analyst, Department of Administrative Services

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

File No.
Journal

(ITEM) From the Director of the Department of Transportation,
recommending approval of new transit service between Milwaukee and
the New Berlin Industrial Park (Route 6).

A RESOLUTION

WHEREAS, in March 2012, the Federal Highway Administration
approved of the Zoo Interchange Reconstruction and Expansion Project at
a projected cost of \$1.7 billion; and

WHEREAS, in August 2012, the American Civil Liberties Union of
Wisconsin and Midwest Environmental Advocates filed a lawsuit against
federal transportation agencies and the Wisconsin Department of
Transportation (WisDOT) on behalf of Milwaukee Inner City
Congregations Allied for Hope (MICAH) and the Black Health Coalition of
Wisconsin (BHC) for inadequately addressing the needs of persons who
rely on transit within the scope of the \$1.7 billion project; and

WHEREAS, Milwaukee County was not a party to the lawsuit, but
the settlement agreement between WisDOT and the plaintiffs makes
\$2.875 million available to the Milwaukee County Transit System (MCTS)
annually from 2014 to 2018 for new local or express routes, or extensions
of existing transit services from Milwaukee to locations within western,
northwestern, or southwestern Milwaukee County or within Waukesha and
Washington Counties; and

WHEREAS, the agreement also makes \$500,000 available
annually for marketing/support; and

WHEREAS, the Milwaukee County Department of Transportation
(MCDOT) and MCTS have worked with WisDOT and the plaintiffs to
identify transit expansion opportunities within the project area that have
the potential to reduce existing transit travel times; and serve areas with
high job concentrations; and

WHEREAS, during the May 2014 Committee and Board Meeting
Cycle approval was obtained by MCTS to initiate a new route between
Milwaukee and the Menomonee Falls Industrial Park (Route 279). At that
time, the multi-year contract between WisDOT and MCTS was also
approved, and a Fiscal Note completed; now, therefore

46 BE IT RESOLVED, MCTS is seeking approval of a new bus route
47 from Milwaukee to the New Berlin Industrial Park (Route 6), the cost of the
48 route and related marketing costs associated with the Zoo Interchange
49 settlement with the plaintiffs will be fully offset by revenues from the
50 settlement agreement.
51

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/23/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Resolution Approving of New Transit Service between Milwaukee and the New Berlin Industrial Park (Route 6 – New Berlin Industrial Park Express)

FISCAL EFFECT:

- | | |
|---|--|
| <input 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 checked="" 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 checked="" 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	244,200	689,300
	Revenue	244,200	689,300
	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. Milwaukee County was not a party to a lawsuit, but the settlement agreement between WisDOT and the plaintiffs makes \$2.875 million available to the Milwaukee County Transit System (MCTS) annually from 2014 to 2018. An additional \$500,000 in marketing and support funds are also included in the settlement, and are a part of the contract between WisDOT and Milwaukee County, as reported to in the May Committee cycle. Approval of operation of MCTS Route 6 will benefit Milwaukee County residents, and have no overall fiscal impact on MCTS, because the route will be funded with settlement agreement funds that represent the fully allocated cost of transit services. The new route will provide access to jobs in Milwaukee County and Waukesha County.

B. No net fiscal impact in budget year. Expenditures associated with this route will not exceed revenues to MCTS covered by contract between WisDOT and Milwaukee County.

C. No net fiscal impact in current year, or subsequent years.

D. No assumptions or interpretations.

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.

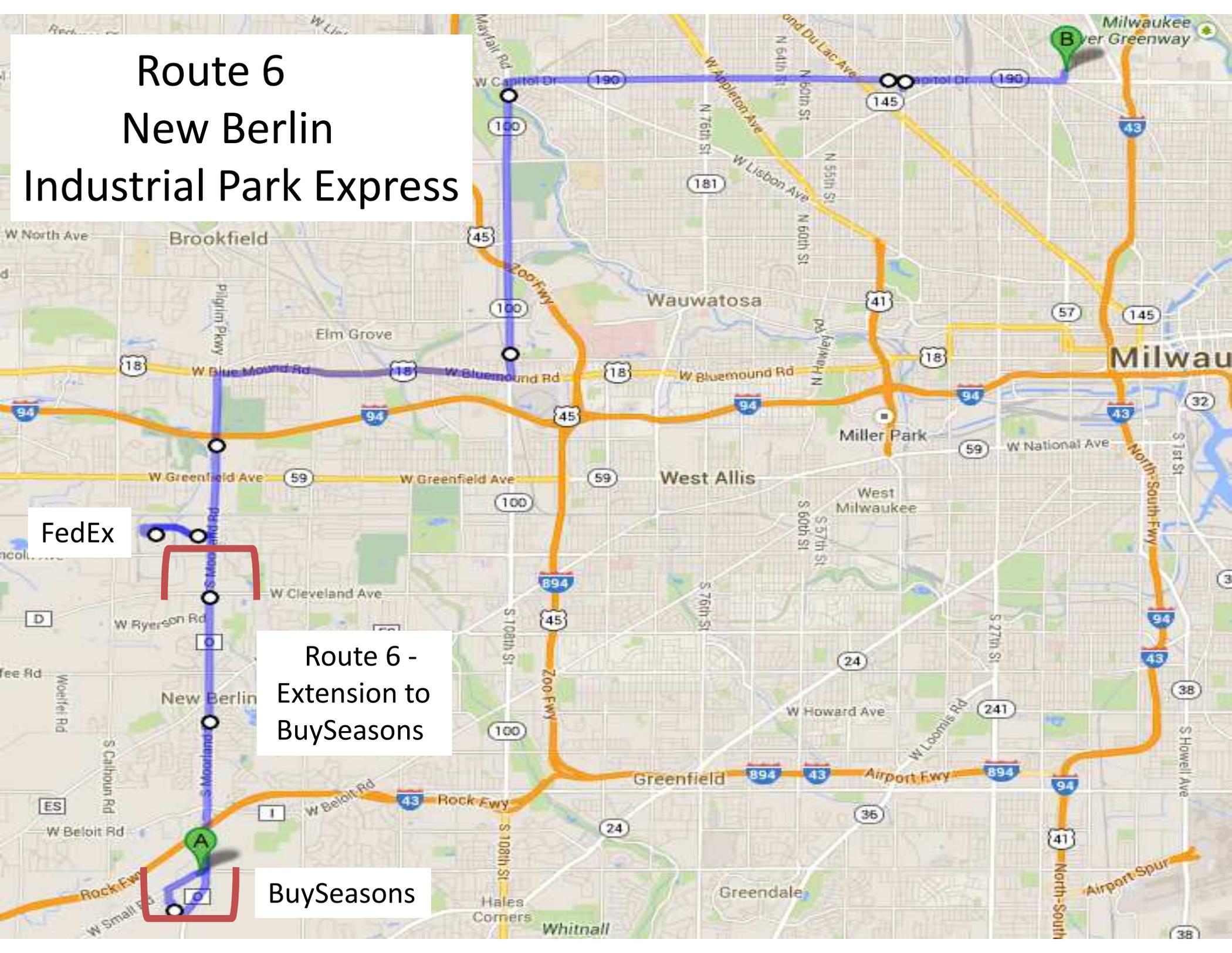
Department/Prepared By MCDOT

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed With:

Route 6 New Berlin Industrial Park Express



FedEx

Route 6 -
Extension to
BuySeasons

BuySeasons



OFFICE OF CORPORATION COUNSEL

PAUL BARGREN
Corporation Counsel

MARK A. GRADY
COLLEEN A. FOLEY
Deputy Corporation Counsel

TIMOTHY R. KARASKIEWICZ
LEE R. JONES
MOLLY J. ZILLIG
ALAN M. POLAN
JENNIFER K. RHODES
DEWEY B. MARTIN
JAMES M. CARROLL
PAUL D. KUGLITSCH
KATHRYN M. WEST
Assistant Corporation Counsel

Date: June 27, 2014

To: Honorable Supervisors of the Transportation, Public Works
and Transit Committee

cc: Jodi Mapp
Kelly Bablitch
All Supervisors
Brian Dranzik
Dan Boehm
Raisa Koltun

From: Paul Bargren *PB*
Corporation Counsel

Re: Referral re File No. 14-473

At its meeting of June 11, 2014, the Committee referred File No. 14-473 to this Office. It contains an informational report dated May 16, 2014 from Brian Dranzik, Director, Department of Transportation, regarding Taxicab Dispatch Service. This report by Director Dranzik was in response to the Resolution in File No. 13-652 regarding County operation of a taxicab service and taxicab dispatch service. The Resolution was adopted by the County Board on November 7, 2013, notwithstanding the veto of the County Executive.

Director Dranzik's May 16 report was specifically in response to that portion of the File No. 13-652 Resolution stating:

BE IT FURTHER RESOLVED, Milwaukee County will
develop, through its transit system, a taxicab dispatch service
available to all permitted taxicabs;

At the June 11 meeting of the Committee, Department of Transportation representatives noted that they had learned of a statute that could affect the implementation of this provision in the Resolution. As a result, the matter was referred to this Office for a report back for the July cycle.

The statute in question is Wis. Stat. § 59.58(3), which grants counties the power to operate public transit systems. This grant of power does not include operating taxi systems and in one case explicitly forbids taxi operations.

Under § 59.58(3)(d), a county may acquire a “transportation system.” “Taxicabs” are expressly excluded from the definition of a “transportation system” that the County may acquire. *Id.*¹ Other provisions in § 59.58(3) allow counties to purchase buses and lease them to private companies (such as MTS), apply for federal aid for buses, and provide grants to private companies that operate buses (such as MTS). Finally, § 59.58(5) expressly authorizes “specialized transportation services” by the county, namely the paratransit system.

In sum, in the only spot taxis are addressed in the statute authorizing county transit, counties are forbidden by the state to acquire taxi systems. Nowhere does the statute expressly authorize county taxi systems in the way that county bus and paratransit systems are authorized. Under standard rules of construction, this is conclusive evidence that counties and their transit providers such as MTS are not authorized to operate taxi systems. This would include not operating taxi dispatch services.

This is consistent with my November 7, 2013, memo, stating that in Wis. Stat. § 349.24, the state has authorized only city councils and village and town boards to regulate and license a taxicab business and that there is no comparable authorization allowing a County Board to regulate and license taxis. That memo noted that counties have only such powers as are expressly conferred by the state and that county home rule powers do not extend to create taxi authority for the county where none is expressly granted.

Based on the above analysis, § 59.58 prevents the County from offering any taxi service, including a taxi dispatch service.

¹ Also prohibited to the county are school bus and charter bus systems.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: May 16, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: Taxicab Dispatch Service

POLICY

This report is for informational purposes only.

BACKGROUND

The Milwaukee County Transit System (MCTS) was directed to provide a report on the projected cost of implementing an in-house taxicab dispatch service that would be available to all permitted taxicabs in Milwaukee County.

MCTS provides local and express motor bus transit services and oversees paratransit van and taxi services in Milwaukee County.

MCTS' experience with taxi operations is limited to the administration of the paratransit program, clients of which can choose to schedule a same-day ride by calling a taxi affiliated with American United Taxi Company (American United). The current contract with American United has been extended through May 31, 2015, to provide for an opportunity to re-bid the contract using an RFP later this year.

A taxi dispatch service of adequate size for all permitted taxicabs in Milwaukee County would need to be of a similar size to the service offered by American United, which is currently the largest taxi dispatch service provider in the County. MCTS budgeted for 74,600 taxi rides in 2014, at an annual cost of approximately \$1 million, including a total fee of about \$448,000 for management/dispatch/administration related costs.

The management fee covers staffing costs for two telephone operators on a 24/7 basis to handle all Transit Plus client calls, as well as staffing costs for one full time and three part time persons to process Transit Plus-related charges, create invoices and audit fares.¹

¹ Milwaukee County Audit Service Division report titled: *Milwaukee County Transit Plus On-Time Performance and Customer Satisfaction Generally are Good, But Better Oversight of Vendor Complaint Resolution Efforts is Needed (December 2013)*, page 42.

MCTS would need several new positions to provide for a new dispatch service:

- ❖ Personnel (24 hour /7-day per week operation) – 14 employees
 - 3 – Operations Supervisors
 - 6 – Reservationists
 - 3 – Office Clerks
 - 1 – Customer Service Liaison
 - 1 – Taxi Driver Hirer/Trainer

Personnel Costs for 14 employees at the living wages paid by MCTS is approximately \$1.1 million per year. In addition to staffing costs, a large dispatch operation would also require start-up costs, as it reaches out to both taxi drivers, and the public. Capital and equipment costs associated with a large dispatch operation would also have to be fully explored. Although few actual costs have been identified, categories of costs have been described below.

- ❖ Start-up Costs – public outreach to taxi drivers would include:
 - Marketing/Promotions;
 - Legal fees,
 - Background checks, and drug/alcohol testing, and
 - Review of licenses, insurance, and equipment inspection reports.
- ❖ Capital and Equipment Resources
 - Building and parking facilities to serve the ingress/egress of 400 taxi cabs and drivers: 24 hours per day, 7-days per week;
 - Telephone systems and Information Technology systems that are compatible with taxi industry software – providing for on-line and telephone reservations;
 - Dispatch communications equipment to serve 400 taxi cabs, but expandable to more;
 - Office equipment (computers, copiers, file cabinets, etc.) and software for recordkeeping and reporting:
 - accounts receivable and accounts payable activities; and
 - 1099 tax form preparation software module for 400 independent contractors.

To competently pursue the current track of developing a taxicab dispatch service that would be available to all permitted taxicabs in Milwaukee County it would be necessary to seek a thorough business plan from a taxi industry expert or consultant. There are currently no funds budgeted for a professional service of this nature. Once the decision is made to move ahead, it will take about 2 years to develop a new dispatch operation available to all permitted taxicabs.

- ❖ Schedule (estimated time frame 27 months)
 - Use RFP process to hire a consultant – 4 months
 - Obtain a business plan for a taxi dispatch operation – 6 months
 - Review of Business Plan with Elected officials to obtain approval to proceed – 2 months
 - Use RFP process to procure Hardware/Software for dispatch – 6 months
 - Installation and implementation of Hardware/Software – 6 months
 - Initiate new taxi dispatch operation – 3 months

In addition to trying to account for the full costs of developing a new taxicab dispatch operation, the rapidly changing taxicab regulatory environment also needs to be taken into consideration. Earlier this year, a lottery for 100 new taxicab permits was held, which represents a roughly 30% increase in the number of available taxicab licenses in Milwaukee. More recently, an Alderman in the City of Milwaukee introduced an ordinance to the City's Public Transportation Review Board that eliminates all 'caps' on the numbers of taxicab vehicle permits that may be issued, among other regulatory revisions.

To a great extent, this second round of regulatory changes is in response to for-profit companies like Uber and Lyft bringing online services to Milwaukee County that match ride requests from the public with available drivers who use licensed limousines, but can also provide the service using personal automobiles. The business models of both companies have been used successfully in other cities and are expanding to new markets including Milwaukee. The primary concern for users of these new systems, and the municipalities that are attempting to regulate them, is the safety of passengers.

Finally, changes within the market made possible by the introduction of new on-line ride-match services, along with a changing taxicab regulatory environment suggests that further review of the paratransit metered taxicab services specification will be necessary prior to re-issuing an RFP for such services sometime in November 2014.

RECOMMENDATION

This report is for information purposes only.

Prepared by: Dan Boehm, Interim-Managing Director, MCTS

Approved by:

Brian Dranzik
Director, Department of Transportation

cc: Chris Abele, Milwaukee County Executive
Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Interim--Chief of Staff, Milwaukee County Executive
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal and Budget Administrator, Department of Administrative Services
Anthony Geiger, Fiscal and Budget Analyst, Department of Administrative Services



OFFICE OF CORPORATION COUNSEL

PAUL BARGREN
Corporation Counsel

MARK A. GRADY
COLLEEN A. FOLEY
Deputy Corporation Counsel

TIMOTHY R. KARASKIEWICZ
LEE R. JONES
MOLLY J. ZILLIG
ALAN M. POLAN
JENNIFER K. RHODES
DEWEY B. MARTIN
JAMES M. CARROLL
PAUL D. KUGLITSCH
KATHRYN M. WEST
JULIE P. WEST
Assistant Corporation Counsel

Date: July 9, 2014 (Revised)

To: Members of the Transportation, Public Works
and Transit Committee

cc: Brian Dranzik
Dan Boehm, MTS
Jodi Mapp
Kelly Bablitch

From: Paul Bargren *PB*
Corporation Counsel

Re: Southridge transit service update

Southridge is served by four MTS bus routes, comprising about 180 buses per day, with about 200 passengers getting on and 200 getting off each day.

The mall is private property. Starting November 1, 2013, the mall directed that MTS buses could no longer use a stop near the Sears store but instead had to use a stop on the mall's ring road that is about 1,000 feet from the nearest mall entrance.¹ Reaching the mall from that stop requires walking along the edge of a parking lot, crossing a busy parking lot access road and then continuing along a mall road to a sidewalk. The walkway consists of a pedestrian lane painted at the edge of the parking lot surface. Although the walkway and the bus stop comply with the Americans with Disabilities Act (ADA) requirements, this has proven a difficult path for those with handicaps or who have difficulty walking.

A number of avenues were explored over the winter., although given Southridge's private property status, options are limited. Sup. Jursik took the lead in organizing opposition to Southridge's move, including organizing a coalition of groups known as BUSS (Bus User Safety at Southridge). BUSS and others staged protests and expressed opposition to the change in bus stops. A number of other supervisors joined the effort. At the May 7 meeting of this Committee, the Southridge mall director appeared and agreed to attempt to negotiate improvements in the transit situation. I was asked to represent the County Board and this Committee in those discussions.

¹ Southridge also eliminated bus layovers and freeway flyers at the mall. The current tally of about 400 "ons/off's" each day is a substantial decline since these changes were imposed. In March 2013, Southridge showed 1,176 ons/off's per day, according to figures from MTS.

I have had a number of discussions with Southridge's designated representative, including one meeting at Southridge in which we viewed possible alternate bus stop locations. As a result, we have focused on a concept in which the current stop at the north side would move west about 200 feet, to the corner of the ring road and the parking lot access road. This would eliminate the worst of walkway issues, including eliminating the need to cross the access road and the temptation to set out diagonally across the parking lot. Work is required to make the corner suitable for a bus stop. In addition, under this concept, a second stop would be added at the south end of the mall, about 350 feet from the building. A bus stop would be created and linked to the mall sidewalk with an ADA compliant walkway, which Southridge would provide. An entrance to Macy's and an entrance to the mall atrium are near the point where the walkway would connect with the sidewalk. The walkway would replace a row of parking spaces. Under this concept two routes would stop at the new north stop and two would stop at the new south stop. Southridge has asked for a roughly 50/50 match from the county on costs of constructing the new stops (or 50% of possibly \$40,000), plus repair costs in future years if asphalt is damaged by buses at the south stop, perhaps \$5,000 to \$10,000 per year. Southridge has also asked for an indemnity similar to that provided by MTS for Summerfest shuttles last year.

One June 23, I outlined key points of these concepts at a community meeting attended by BUSS members and others. A number of concerns were expressed, including what form of protection would be offered for the new walkway on the south side (railings, raised curb, barriers, etc.?), whether walkways would be kept free of snow and ice, the fact that the north stop is still about 800 feet from the mall entrance, and general concerns that these stops would still be much less convenient than store-side stops that had been offered in years past.

Discussions are not final, but assuming that agreement can be reached, the requested route changes would come to this Committee for approval in the September cycle with the new stops and walkways in place before cold weather. Cost and other elements of any agreement would be covered in a short memorandum of understanding.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 23, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: Contract between the Milwaukee County Department of Transportation and the Wisconsin Department of Transportation (WisDOT) for the Milwaukee County Transit System (MCTS) to provide increased Transit Services for Traffic Mitigation as a part of the I-43/I-94 Bridge Rehabilitation Project.

POLICY

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

BACKGROUND

MCTS currently operates regular bus service on Mitchell Street, Lincoln Avenue, and Greenfield Avenues via bus routes 17, 53, 54 and 56. This service will be interrupted with the planned bridge closures during the I-43/I94 Bridge Rehabilitation Project. Transit routes will also be temporarily modified and multiple bus stops relocated during the detour. By adding one bus to each of these bus routes schedules can be maintained despite the added length of the routes resulting from detours during construction.

A contract between Milwaukee County Department of Transportation (MCDOT) and the Wisconsin Department of Transportation (WisDOT) for the Milwaukee County Transit System (MCTS) to provide increased Transit Services for Traffic Mitigation as part of the I43/I94 Bridge Rehabilitation Project will make up to \$141,956 available to MCTS for the increased bus service and attendant costs.

A contract has been referred to the Committee on Finance, Personnel, and Audit, pursuant to 59.52(31)(b)(1) Wisconsin Statutes. The County Executive has approved this contract, authorizing a sum not to exceed \$141,956 and the contract will take effect unless the Committee on Finance, Personnel, and Audit takes action to reject or affirm the contract within 14 days. A fund transfer has also been submitted to the Committee on Finance, Personnel, and Audit to make the necessary budget adjustment contingent upon approval of the contract to increase expenditure authority by \$141,956, which is offset with reimbursement revenue from the State of Wisconsin.

June 23, 2014

Page 2

RECOMMENDATION

This report is informational only.

Prepared by: James H. Martin, Director of Administration, MCDOT
Dan Boehm, Interim Managing Director, MCTS

Approved by:

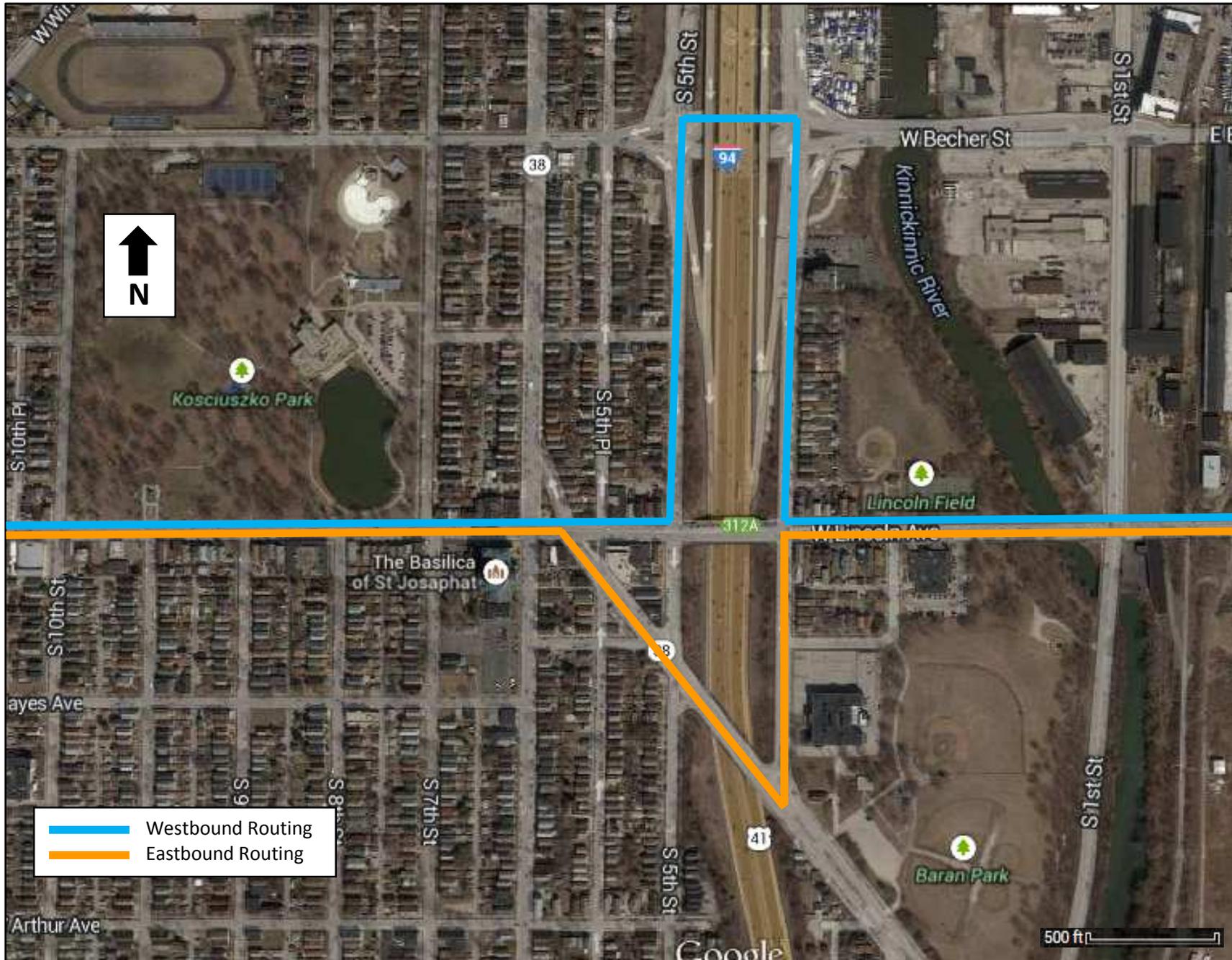
Brian Dranzik
Director, Department of Transportation

Attachment

cc: Chris Abele, Milwaukee County Executive
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Interim – Chief of Staff, Milwaukee County Executive
Chris Abele
John Zapfel, Deputy Chief of Staff, Milwaukee County Executive
Chris Abele
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal and Budget Administrator, Department of Administrative Services
Anthony Geiger, Fiscal and Budget Analyst, Department of Administrative Services



Milwaukee County Transit System – Route 53 (Detour Routing)



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 17, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: **PROFESSIONAL SERVICES CONTRACT WITH INTELLISOFT, INC. FOR A CREDENTIALING MANAGEMENT SYSTEM (CMS)**

POLICY

Professional Services Contracts in excess of \$100,000 require County Board approval to be executed.

BACKGROUND

Since February 22, 2002, the Transportation Security Administration (TSA) has mandated that airports collect, manage, and have available for inspection Personal Identification Information (PII) for all airport personnel with access to secured areas of the airport prior to issuing an airport ID credential/badge.

Prior to the TSA requirement, the Federal Aviation Administration (FAA) required it since 1973. General Mitchell International Airport has been in compliance with this requirement since 1973. However, as more processes have been added over the years such as ID badge fees, parking fees, training requirements, and name matching (ensuring that the same person is not counted twice, or charged twice), this has become more difficult. Sharing pertinent information with other airport sections, without releasing unnecessary PII, has become burdensome. Credentialing Management Systems provide a secure method to transfer data for internal and external users and automatically invoke predefined policies for ID badge application, issuance, and renewal. They also integrate the personnel database with the physical access control system (PACS) to grant or revoke access privileges and provide a common repository for security audits. The CMS will improve and streamline data input time and reduce errors by only having to enter data once to populate five to seven different processes, instead of multiple times. Currently, up to five man hours per week are spent reconciling different database entries for accuracy.

The Airport issued a Request for Proposal (RFP), Official Notice No. 6869, for Credentialing Management System (CMS) Services on November 8, 2013, with a response date of December 13, 2013. Five (5) responses were received. A selection committee evaluated the responses and selected Intellisoft, Inc. as having been the most responsive to the RFP requirements at the lowest cost. Intellisoft has significant airport experience in airports approximately the same size as General Mitchell (Washington Reagan, Lambert, St. Louis), some smaller (Missoula, MT) and some larger (Washington Dulles, Baltimore), along with multiple state (South Carolina) and federal agencies (Federal Aviation Administration/FAA, Department of Defense/DOD). Due to the nature of this system (software based), there is ZERO (0) DBE participation. The Community Business Development Partners (CBDP) office has reviewed and concurred with this recommendation by signing Form DBE -12 on January, 15, 2014.

RECOMMENDATION

The Director of the Department of Transportation – Airport Division recommends executing a contract with Intellisoft, Inc. for an amount not to exceed \$410,258 and for a term of four years (September 1, 2014, through August 31, 2018), to provide the software, installation and support of a Credentialing Management System.

FISCAL NOTE

The direct costs associated with this request are:

(1) Initial cost to purchase and install the software - \$299,605.

(2) Maintenance costs:

Year 1:	2014-15	\$0.00 included in initial cost
Year 2:	2015-16	\$35,100
Year 3:	2016-17	\$36,855
Year 4:	2017-18	\$38,698

Total:		\$410,258
--------	--	-----------

There is no tax levy impact. The Airport has budgeted sufficient funds in the Adopted 2014 Budget, and will budget for additional monies as appropriate in the 2015 and future year Budgets.

Prepared by: Michael W. Keegan, Airport Public Safety & Security Manager

Approved by:

Brian Dranzik, Director,
Department of Transportation

Terry S. Blue
Interim Airport Director

(Item) From the Director, Department of Transportation, requesting authorization to enter into a Professional Services Agreement with Intellisoft by recommending adoption of the following:

RESOLUTION

WHEREAS, since February 22, 2002, the Transportation Security Administration (TSA) has mandated that airports collect, manage, and have available for inspection Personal Identification Information (PII) for all airport personnel with access to secured areas of the airport prior to issuing an airport ID credential/badge; and

WHEREAS, prior to the TSA requirement, the Federal Aviation Administration (FAA) required it since 1973; and

WHEREAS, General Mitchell International Airport has been in compliance with this requirement since 1973; and

WHEREAS, as more processes have been added over the years such as ID badge fees, parking fees, training requirements, and name matching (ensuring that the same person is not counted twice, or charged twice) this has become more difficult; and

WHEREAS, sharing pertinent information with other airport sections, without releasing unnecessary PII, has become burdensome; and

WHEREAS, Credentialing Management Systems provide a secure method to transfer data for internal and external users and automatically invoke predefined policies for ID badge application, issuance, and renewal; and

WHEREAS, Credentialing Management Systems also integrate the personnel database with the physical access control system (PACS) to grant or revoke access privileges and provide a common repository for security audits; and

WHEREAS, the CMS will improve and streamline data input time and reduce errors by only having to enter data once to populate five to seven different processes instead of multiple times; and

WHEREAS, currently, up to five man hours per week are wasted by having to reconcile different database entries for accuracy; now, therefore,

BE IT RESOLVED, that the Department of Transportation – Airport Division be authorized to execute a contract with Intellisoft, Inc. for an amount not to exceed \$410,258 and for a term of four (4) years (August 1, 2014, through July 31, 2018), to provide the software, installation and support of a Credentialing Management System.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/17/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: CREDENTIALING MANAGEMENT SYSTEM (CMS) PROFESSIONAL SERVICES AT GENERAL MITCHELL INTERNATIONAL AIRPORT (INTELLISOFT, INC.)

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(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	124,835	189,394
	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.

The direct costs associated with this request are already budgeted:

(1) Initial cost to purchase and installation the software - \$299,605, maintenance included for 1 year from completed installation;

(2) Maintenance costs:

Year 1 - 2014-15	\$0.00	included in initial cost
Year 2 - 2015-16	\$35,100	
Year 3 - 2016-17	\$36,855	
Year 4 - 2017-18	\$38,698	
Total	\$410,258	

The Airport has budgeted sufficient funds in the Adopted 2014 Budget and will budget for additional monies as appropriate in the 2015 and future year Budgets.

There is no impact on the tax levy of Milwaukee County.

Department/Prepared By **Michael W. Keegan, Airport Public Safety & Security Manager**

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 9, 2014

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

FROM: Brian Dranzik, Director of Transportation and Public Works

SUBJECT: **PROFESSIONAL SERVICES CONTRACT BETWEEN GENERAL MITCHELL INTERNATIONAL AIRPORT AND HARRIS, MILLER, MILLER & HANSON, INC. (HMMH) TO ASSIST THE AIRPORT IN UPGRADE OF THE EXISTING AIRCRAFT NOISE AND FLIGHT TRACK MONITORING SYSTEM**

POLICY

Professional Services Contracts in excess of \$100,000 require County Board approval to be executed.

BACKGROUND

General Mitchell International Airport (GMIA) currently operates an Aircraft Noise and Flight Track Monitoring System (ANOMS) consisting of computer hardware, software, seven permanent community monitors and one portable noise monitor. The system is used by airport noise staff to evaluate aircraft flight track and noise level changes over time, to identify and evaluate specific aircraft operations, to respond to citizen inquiries and to keep a long-term record of overall flight patterns, citizen concerns and noise levels in neighborhoods surrounding GMIA.

The current ANOMS was purchased and installed more than 15 years ago and lacks modern features needed to accomplish noise abatement goals established for Milwaukee County Airports. Such features include the ability to accurately track long-term compliance with noise abatement procedures; to precisely separate aircraft noise from other noise sources in a high-background noise environment; to specifically measure ground noise emanating from aircraft on the airfield; and to provide short and long-term analysis of noise and flight track data, and to make the information readily available through the GMIA website. Modernization of the ANOMS is an approved and FAA grant funded recommendation of the Federal Aviation Regulation (FAR) Part 150 Noise Compatibility Study Update that was completed in 2009.

As recommended in the Noise Compatibility Study, General Mitchell International Airport issued a Request for Qualifications (RFQ), Official Notice No. 6755, on January 27, 2014 for an Aircraft Noise Monitoring Upgrade Consultant. The selected consultant team will provide professional services to assist the airport in modernizing the existing system to include evaluating the current system, and designing an upgrade of the system to include new software and hardware to improve the measurement and analysis of aircraft noise levels and flight track information. The consultant will prepare plans and specifications for the system upgrade and supervise installation and acceptance testing of the new system hardware, software and data feed.

The Request for Qualification resulted in responses from five nationally recognized firms and their respective teams, each with significant experience in developing ANOMS at commercial

service airports. A selection committee rated these five RFQs and shortlisted three firms that were required to present their qualifications to the review team. Of the remaining three firms, the Harris, Miller, Miller & Hanson, Inc. (HMMH) team received the highest rating. HMMH's DBE participation is 25%. HMMH estimates the project will take just under two years to complete after notice to proceed is given.

RECOMMENDATION

Authorize the Director, Department of Transportation, and the Interim Airport Director, to execute a contract with Harris, Miller, Miller & Hanson, Inc. (HMMH), in an amount not to exceed \$260,000, to provide Aircraft Noise Monitoring System Upgrade professional consulting services for a term of 24 months from approximately August 1, 2014, to July 31, 2016.

FISCAL NOTE

There is no tax levy impact. This project was approved and adopted in the 2010 Capital Improvement Budget. Project funding is provided by Federal Airport Improvement Grant funding (80%), State Grant funding (10%) and 10% local funding from Passenger Facility Charges (PFC's).

Prepared by: Kim M. Berry A.A.E

Brian Dranzik, Director
Transportation and Public Works

Terry Blue, Interim Airport Director

(Item) From the Director, Department of Transportation, and the Interim Airport Director, requesting authorization to enter into a Professional Services Contract with Harris, Miller, Miller & Hanson, Inc. (HMMH), by recommending adoption of the following:

RESOLUTION

WHEREAS, General Mitchell International Airport (GMIA) currently operates an Aircraft Noise and Flight Track Monitoring System (ANOMS) consisting of computer hardware, software, seven permanent community monitors and one portable noise monitor; and

WHEREAS, the system is used by airport noise staff to evaluate aircraft flight track and noise level changes over time, to identify and evaluate specific aircraft operations, to respond to citizen inquiries and to keep a long-term record of overall flight patterns, citizen concerns and noise levels in neighborhoods surrounding GMIA; and

WHEREAS, the current ANOMS was purchased and installed more than 15 years ago and lacks modern features needed to accomplish noise abatement goals established for Milwaukee County Airports; and

WHEREAS, such features include the ability to accurately track long-term compliance with noise abatement procedures; to precisely separate aircraft noise from other noise sources in a high-background noise environment; to specifically measure ground noise emanating from aircraft on the airfield; and to provide short and long-term analysis of noise and flight track data, and to make the information readily available through the GMIA website; and

WHEREAS, modernization of the ANOMS is an approved and FAA grant funded recommendation of the Federal Aviation Regulation (FAR) Part 150 Noise Compatibility Study Update that was completed in 2009; and

WHEREAS, as recommended in the Noise Compatibility Study, General Mitchell International Airport issued a Request for Qualifications (RFQ), Official Notice No. 6755, on January 27, 2014, for an Aircraft Noise Monitoring Upgrade Consultant; and

WHEREAS, the selected consultant team will provide professional services to assist the airport in modernizing the existing system to include evaluating the current system, and designing an upgrade of the system to include new software and hardware to improve the measurement and analysis of aircraft noise levels and flight track information; and

45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72

WHEREAS, the consultant will prepare plans and specifications for the system upgrade and supervise installation and acceptance testing of the new system hardware, software and data feed; and

WHEREAS, the Request for Qualification resulted in responses from five nationally recognized firms and their respective teams, each with significant experience in developing ANOMS at commercial service airports; and

WHEREAS, a selection committee rated these five RFQs and shortlisted three firms that were required to present their qualifications to the review team; and

WHEREAS, of the remaining three firms, the Harris, Miller, Miller & Hanson, Inc. (HMMH) team received the highest rating. HMMH's DBE participation is 25%. HMMH estimates the project will take just under two years to complete after notice to proceed is given; now, therefore

BE IT RESOLVED, that the Director, Department of Transportation, and the Interim Airport Director are authorized to execute a contract with Harris, Miller, Miller & Hanson, Inc. (HMMH), in an amount not to exceed \$260,000, to provide Aircraft Noise Monitoring System Upgrade professional consulting services for a term of 24 months from approximately August 1, 2014, to July 31, 2016.

H:\Private\Clerk Typist\Aa01\TPW&T 14\07 - July 14\RESOLUTION - ANOMS.doc

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/9/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: PROFESSIONAL SERVICES CONTRACT BETWEEN GENERAL MITCHELL INTERNATIONAL AIRPORT AND HARRIS, MILLER, MILLER & HANSON, INC. (HMMH) TO ASSIST THE AIRPORT IN UPGRADING THE EXISTING AIRCRAFT NOISE AND FLIGHT TRACK MONITORING SYSTEM

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(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	54,165	130,000
	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.

There is no tax levy impact. This project was approved and adopted in the 2010 Capital Improvement Budget. Project funding is provided by Federal Airport Improvement Grant funding (80%), State Grant funding (10%) and 10% local funding from Passenger Facility Charges (PFC's).

Department/Prepared By Kim M. Berry A.A.E

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: June 19, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: **SUBLEASE AGREEMENT BETWEEN AIR CARGO HOLDING, INC., AND AEROTEK AVIATION, LLC AT GENERAL MITCHELL INTERNATIONAL AIRPORT (GMIA)**

POLICY

Airport leases may not be assigned or sublet in whole or in part without the prior written consent of Milwaukee County evidenced by a resolution that has been fully adopted in all respects by the Milwaukee County Board of Supervisors.

BACKGROUND

On June 29, 2007, Milwaukee County entered into Airport Agreement No. HP-1700 with Air Cargo Carriers, Inc., which was later assigned to Air Cargo Holding, Inc. (“Air Cargo Holding”), for the lease of land in the northwest hangar area at GMIA, on which to operate and maintain an aircraft hangar. Air Cargo Holding currently has permission to perform the following commercial services identified in the Schedule of Minimum Standards for Commercial Aeronautical Activities on Milwaukee County’s Airports (“Minimum Standards”): Specialized Aircraft Repair Services under Section C and Aircraft Charter and Air Taxi services under Section F.

Air Cargo Holding is now requesting under Part II of the Minimum Standards to sublease a portion of the hangar to Aerotek Aviation, LLC (“Aerotek”) so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification services in accordance with the Minimum Standards for an initial term of one year. Aerotek provides contracted employees that perform aircraft repair services for other operators authorized to perform commercial aeronautical activities at GMIA.

Upon approval of the sublease, Airport staff will then issue an Agreement for the Issuance of a Commercial Operating Permit that will permit Aerotek Aviation, LLC to provide contracted employees that perform aircraft repair services to based tenants with authority to maintain aircraft. Currently there are two other operators offering commercial services at General Mitchell International Airport under sublease in accordance with Part II of the Minimum Standards.

RECOMMENDATION

Airport staff recommends that Milwaukee County approve the sublease of hangar space from Air Cargo Holding, Inc., to Aerotek Aviation, LLC, so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification services in accordance with the Minimum Standards.

Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit Committee
June 19, 2014
Page 2

FISCAL NOTE

The sublease of space from Air Cargo Holding, Inc. to Aerotek Aviation, LLC will have no fiscal effect upon the Airport. The airport will receive a \$250 per year permit fee associated with the commercial operating permit. There is no tax levy impact upon Milwaukee County.

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

Approved by:

Brian Dranzik, Director
Department of Transportation

Terry Blue
Interim Airport Director

(Item) From the Director, Department of Transportation, requesting that Milwaukee County approve the sublease of hangar space from Air Cargo Holding, Inc. to Aerotek Aviation, LLC so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification Services in accordance with Milwaukee County's Minimum Standards for Commercial Aeronautical Activities on Milwaukee County's Airports, by recommending adoption of the following:

RESOLUTION

WHEREAS, on June 29, 2007, Milwaukee County entered into Airport Agreement No. HP-1700 with Air Cargo Carriers, Inc., which was later assigned to Air Cargo Holding, Inc. ("Air Cargo Holding"), for the lease of land in the northwest hangar area at General Mitchell International Airport (GMIA), on which to operate and maintain an aircraft hangar; and

WHEREAS, Air Cargo Holding currently has permission to perform the following commercial services identified in the Schedule of Minimum Standards for Commercial Aeronautical Activities on Milwaukee County's Airports ("Minimum Standards"): Specialized Aircraft Repair Services under Section C and Aircraft Charter and Air Taxi services under Section F; and

WHEREAS, Air Cargo Holding is now requesting under Part II of the Minimum Standards to sublease a portion of the hangar to Aerotek Aviation, LLC ("Aerotek") so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification services in accordance with the Minimum Standards for an initial term of one year; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on July 16 , 2014, recommended approval (vote) that Milwaukee County approve the sublease of hangar space from Air Cargo Holding to Aerotek so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification services in accordance with the Minimum Standards, now, therefore,

BE IT RESOLVED, that the Director, Department of Transportation and the County Clerk are hereby authorized to approve the sublease of hangar space from Air Cargo Holding, Inc. to Aerotek Aviation, LLC so that Aerotek may perform Airframe and Engine Maintenance and Repair and/or Modification Services in accordance with Milwaukee County's Minimum Standards for Commercial Aeronautical Activities on Milwaukee County's Airports.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/19/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: SUBLEASE AGREEMENT BETWEEN AIR CARGO HOLDING., AND AEROTEK AVIATION, LLC AT GENERAL MITCHELL INTERNATIONAL AIRPORT

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(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		
	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.

The sublease of space from Air Cargo Holding, Inc. to Aerotek Aviation, LLC will have no fiscal effect upon the airport. The airport will receive a \$250 per year permit fee associated with the commercial operating permit. There is no tax levy upon Milwaukee County.

Department/Prepared By Steven A. Wright, Airport Properties Manager

Authorized Signature _____

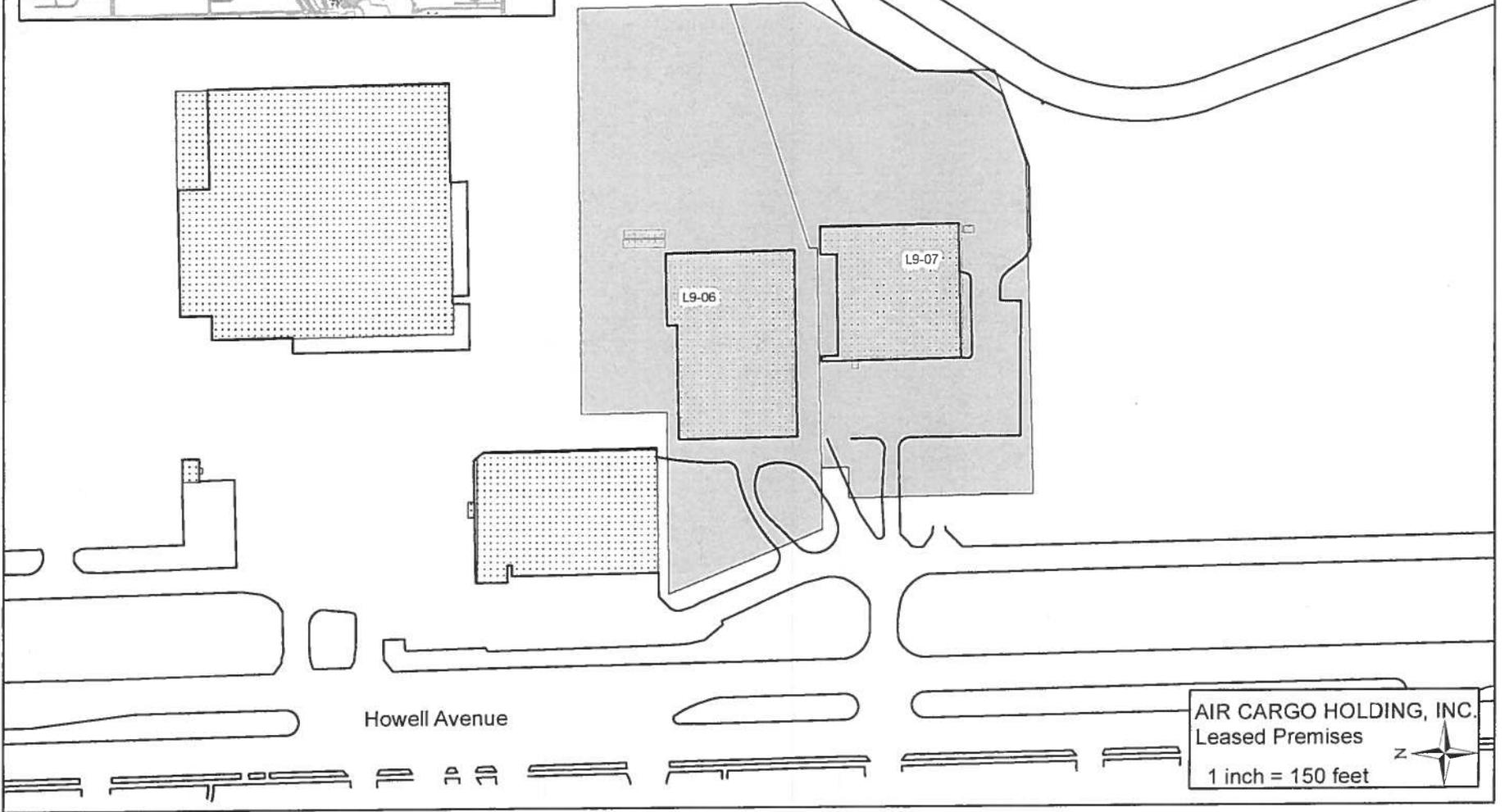
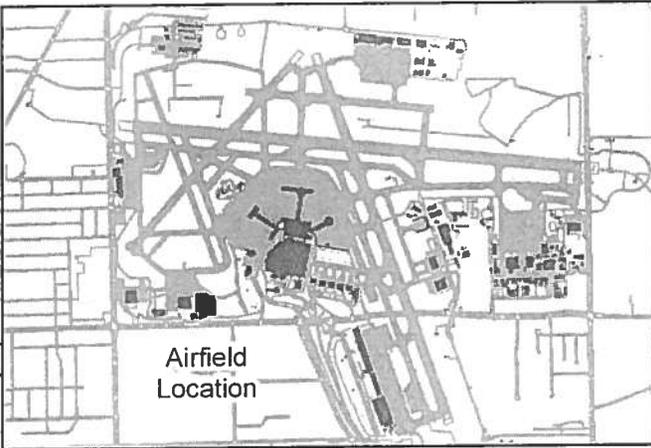
Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

GENERAL MITCHELL INTERNATIONAL AIRPORT
Northwest Hangar Area



COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: June 18, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: **INTEGRATION, TERMINATION, AND ASSIGNMENT OF AGREEMENTS BETWEEN MILWAUKEE COUNTY AND AMERICAN AIRLINES, INC., AND BETWEEN MILWAUKEE COUNTY AND US AIRWAYS, INC., DUE TO THE MERGER OF AMERICAN AIRLINES, INC. AND US AIRWAYS, INC.**

POLICY

Section 1401 of Milwaukee County's Airline-Airport Use and Lease Agreement states that an airline shall not, directly or indirectly, assign, sell, hypothecate or otherwise transfer the Agreement, or any portion of Airline Premises, without the prior written consent of Milwaukee County, which may be given only by or pursuant to a resolution adopted by the County Board of Supervisors, provided that the foregoing shall not prevent the assignment of this Agreement to any corporation with which Airline may merge or consolidate.

Section 11 of Milwaukee County's Hydrant Fuel System Lease Agreement states that a Participating Airline shall not at any time assign the agreement or any part thereof without the prior written approval of the Milwaukee County Board of Supervisors, provided that the foregoing shall not prevent the assignment of this Agreement without change in any of its provisions to any corporation with which a Participating Airline may merge or consolidate, or which may succeed to the business of the Participating Airline.

BACKGROUND

On January 5, 2011, Milwaukee County entered into an Airline-Airport Use and Lease Agreement with US Airways, Inc (US Airways).

On January 1, 1991, Milwaukee County entered into a Hydrant Fuel System Lease Agreement with US Airways.

On May 3, 2011, Milwaukee County entered into an Airline-Airport Use and Lease Agreement with American Airlines, Inc. (American).

On August 19, 1996, Milwaukee County entered into a Hydrant Fuel System Lease Agreement with Simmons Airlines. The agreement was later assigned to American Eagle Airlines, Inc.

On December 9, 2013, AMR Corporation and US Airways Group, Inc. announced the completion of the companies' merger to officially form American Airlines Group, Inc.

American Airlines Group, the holding company for American Airlines (American) and

US Airways, has developed a plan to integrate the air carriers. Currently American and US Airways are both signatory air carriers at GMIA and American Airlines Group is requesting the assignment of the US Airways signatory obligations to the American Airline-Airport Use and Lease Agreement. US Airways would then be designated as an affiliate airline of American since the two air carriers remain on separate air carrier certificates with the Federal Aviation Administration.

American is ready, willing, and able to assume all obligations of US Airways and has requested that all of the obligations of US Airways be assigned to the American agreements effective August 1, 2014. American has further requested the termination of the US Airways Airline-Airport Use and Lease Agreement as well as the US Airways Hydrant Fuel System Lease Agreement in order to achieve administrative efficiencies.

Furthermore, American agreed to sponsor the affiliate airlines of US Airways and has requested that American be named as sponsor to the Affiliate Airline-Airport Use Agreements of Air Wisconsin Airlines Corporation and PSA Airlines, Inc.

RECOMMENDATIONS

Airport staff recommends the following:

- The Airline-Airport Use and Lease Agreement (Airport Agreement No. AC-2095) between Milwaukee County and American Airlines, Inc. be amended to include all of the obligations contained under the Airline-Airport Use and Lease Agreement (Airport Agreement No. AC-2039) between Milwaukee County and US Airways, Inc., effective August 1, 2014.
- Milwaukee County terminate the Airline-Airport Use and Lease Agreement (Airport Agreement AC-2039) between Milwaukee County and US Airways, Inc., effective August 1, 2014.
- The Hydrant Fuel System Lease Agreement (Airport Agreement No. AC-1178) between Milwaukee County and Simmons Airlines, Inc. as assigned to American Eagle Airlines, Inc. be amended to include all of the obligations and provisions under the Hydrant Fuel System Lease Agreement (Airport Agreement No. AC-1121) between Milwaukee County and US Airways, Inc., effective August 1, 2014.
- Milwaukee County terminate the Hydrant Fuel System Lease Agreement (Airport Agreement AC-1121) between Milwaukee County and US Airways, Inc., effective August 1, 2014.
- The Hydrant Fuel System Lease Agreement (Airport Agreement No. AC-1178) between Milwaukee County and Simmons Airlines, Inc. as assigned to American Eagle Airlines, Inc. be assigned to American Airlines, Inc., effective August 1,

2014.

- Affiliate Airline-Airport Use Agreement (Airport Agreement No. AC-2046) between Milwaukee County and Air Wisconsin Airlines Corporation be amended to designate the Sponsoring Airline as American Airlines, Inc.
- Affiliate Airline-Airport Use Agreement (Airport Agreement No. AC-2045) between Milwaukee County and PSA Airlines, Inc. be amended to designate the Sponsoring Airline as American Airlines, Inc.

FISCAL NOTE

American Airlines, Inc. will continue to fulfill the signatory requirements currently assigned to US Airways; therefore, there is no fiscal impact to the Airport Division or to Milwaukee County as a result of the assignment of US Airways' agreements.

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

Approved by:

Brian Dranzik, Director
Department of Transportation

Terry Blue
Interim Airport Director

(Item) From the Director, Department of Transportation, requesting that Milwaukee County approve the integration, termination, and assignment of agreements between Milwaukee County and American Airlines, Inc., and between Milwaukee County and US Airways, Inc., due to the merger of American Airlines, Inc. and US Airways, Inc., by recommending adoption of the following:

RESOLUTION

WHEREAS, on January 5, 2011, Milwaukee County entered into an Airline-Airport Use and Lease Agreement with US Airways, Inc (US Airways); and

WHEREAS, on January 1, 1991, Milwaukee County entered into a Hydrant Fuel System Lease Agreement with US Airways; and

WHEREAS, on May 3, 2011, Milwaukee County entered into an Airline-Airport Use and Lease Agreement with American Airlines, Inc. (American); and

WHEREAS, on August 19, 1996, Milwaukee County entered into a Hydrant Fuel System Lease Agreement with Simmons Airlines. The agreement was later assigned to American Eagle Airlines, Inc.; and

WHEREAS, on December 9, 2013, AMR Corporation and US Airways Group, Inc. announced the completion of the companies' merger to officially form American Airlines Group, Inc.; and

WHEREAS, American Airlines Group is the holding company for American Airlines (American) and US Airways and has developed a plan to integrate the air carriers. Currently American and US Airways are both signatory air carriers at GMIA and American Airlines Group is requesting the assignment of the US Airways signatory obligations to the American Airline-Airport Use and Lease Agreement; and

WHEREAS, US Airways would then be designated as an affiliate airline of American since the two air carriers remain on separate air carrier certificates with the Federal Aviation Administration; and

WHEREAS, American is ready, willing, and able to assume all obligations of US Airways and has requested that all of the obligations of US Airways be assigned to the American agreements effective August 1, 2014; and

WHEREAS, American has further requested the termination of the US Airways Airline-Airport Use and Lease Agreement as well as the US Airways Hydrant Fuel System Lease Agreement in order to achieve administrative efficiencies; and

47 WHEREAS, American has agreed to sponsor the affiliate airlines of US Airways
48 and has requested that American be named as sponsor to the Affiliate Airline-Airport
49 Use Agreements of Air Wisconsin Airlines Corporation and PSA Airlines, Inc; and
50

51 WHEREAS, Airport staff recommended that the Director, Department of
52 Transportation and County Clerk be authorized to amend agreements between
53 Milwaukee County and American Airlines Inc. and to terminate agreements between
54 Milwaukee County and US Airways, Inc. due to the integration of American Airlines, Inc.
55 and US Airways, Inc. inclusive of the following:
56

- 57 1. The Airline-Airport Use and Lease Agreement (Airport Agreement No. AC-
58 2095) between Milwaukee County and American Airlines, Inc.. be amended to
59 include all of the obligations contained under the Airline-Airport Use and
60 Lease Agreement (Airport Agreement No. AC-2039) between Milwaukee
61 County and US Airways, Inc., effective August 1, 2014.
62
- 63 2. Milwaukee County terminate the Airline-Airport Use and Lease Agreement
64 (Airport Agreement AC-2039) between Milwaukee County and US Airways,
65 Inc., effective August 1, 2014.
66
- 67 3. The Hydrant Fuel System Lease Agreement (Airport Agreement No. AC-
68 1178) between Milwaukee County and Simmons Airlines, Inc. as assigned to
69 American Eagle Airlines, Inc. be amended to include all of the obligations and
70 provisions under the Hydrant Fuel System Lease Agreement (Airport
71 Agreement No. AC-1121) between Milwaukee County and US Airways, Inc.,
72 effective August 1, 2014.
73
- 74 4. Milwaukee County terminate the Hydrant Fuel System Lease Agreement
75 (Airport Agreement AC-1121) between Milwaukee County and US Airways,
76 Inc., effective August 1, 2014.
77
- 78 5. The Hydrant Fuel System Lease Agreement (Airport Agreement No. AC-
79 1178) between Milwaukee County and Simmons Airlines, Inc. as assigned to
80 American Eagle Airlines, Inc. be assigned to American Airlines, Inc., effective
81 August 1, 2014.
82
- 83 6. Affiliate Airline-Airport Use Agreement (Airport Agreement No. AC-2046)
84 between Milwaukee County and Air Wisconsin Airlines Corporation be
85 amended to designate the Sponsoring Airline as American Airlines, Inc.
86
- 87 7. Affiliate Airline-Airport Use Agreement (Airport Agreement No. AC-2045)
88 between Milwaukee County and PSA Airlines, Inc. be amended to designate
89 the Sponsoring Airline as American Airlines, Inc.
90

91 WHEREAS, the Transportation, Public Works and Transit Committee, at its
92 meeting on July 16, 2014, recommended approval (vote) that Milwaukee County

93 approve the integration, termination, and assignment of agreements between
94 Milwaukee County and American Airlines, Inc., and between Milwaukee County and US
95 Airways, Inc., due to the merger of American Airlines, Inc. and US Airways, Inc., now,
96 therefore,

97 BE IT RESOLVED, that the Director, Department of Transportation and the
98 County Clerk are hereby authorized to approve the integration, termination, and
99 assignment of agreements between Milwaukee County and American Airlines, Inc., and
100 between Milwaukee County and US Airways, Inc., due to the merger of American
101 Airlines, Inc. and US Airways, Inc.

102

103

H:\Private\Clerk Typist\Aa01\TPW&T 14\07 - July 14\RESOLUTION -American and US Airways Integration.docx

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/19/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: INTEGRATION, TERMINATION, AND ASSIGNMENT OF AGREEMENTS BETWEEN MILWAUKEE COUNTY AND AMERICAN AIRLINES, INC. AND BETWEEN MILWAUKEE COUNTY AND US AIRWAYS, INC. DUE TO THE MERGER OF AMERICAN AIRLINES, INC. AND US AIRWAYS, INC.

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 |
|---|--|

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

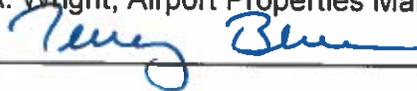
In the space below, you must provide the following information. Attach additional pages if necessary.

- 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.

American Airlines, Inc. will continue to fulfill the signatory requirements currently assigned to US Airways; therefore, there is no fiscal impact to the Airport Division or to Milwaukee County as a result of the assignment of US Airways' agreements.

Department/Prepared By Steven A. Wright, Airport Properties Manager

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: June 19, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: **RENEWAL TO AIRPORT AGREEMENT NO. HP-695 BETWEEN
MILWAUKEE COUNTY AND MONDELĒZ GLOBAL, LLC.**

POLICY

The issuance of renewal terms longer than one year require approval by the Milwaukee County Board of Supervisors

BACKGROUND

On July 14, 1980, Milwaukee County entered into Airport Agreement No. HP-695 with Tennessee Gas Pipeline Company for the lease of land on which to construct an aircraft hangar at General Mitchell International Airport (GMIA). Airport Agreement No. HP-695 has since been assigned to Mondelēz Global, LLC. The initial term of the agreement was for twenty (20) years beginning July 1, 1980, and ending June 30, 2010, with an option to renew for three (3) additional terms of five (5) years each establishing the final termination date of June 30, 2025.

Mondelēz Global, LLC is now requesting to adjust the renewal options of the agreement due to changes in the procurement policies of Mondelēz Global, LLC. Effective July 1, 2015, Mondelēz Global, LLC is requesting the option to renew for only three (3) years instead of the initial agreement of five (5) years. Additionally, Mondelēz Global, LLC is then requesting three (3) additional options of three (3) years each establishing a final termination date of June 30, 2027.

Although the initial renewal option shortens the initial agreement, the additional options will extend the agreed upon termination date an additional two (2) years. Currently, there is no plan to alter the use of the Mondelēz Global, LLC, or to further develop the premises of Mondelēz Global, LLC.

RECOMMENDATIONS

Airport staff recommends that Milwaukee County amend Airport Agreement No. HP-695 to establish four (4) renewal periods of three (3) years each, effective July 1, 2015.

Since the lease is being modified, the current rental rate for the 281,832 square feet of land on which the hangar is located shall be adjusted from the current agreed upon rate of 26.63¢ per square foot per annum (\$75,052.00) to 33.64¢ per square foot per annum (\$94,808). This is the current fair market rental rate associated with unimproved land used for private purposes. Each future renewal period beginning July 1, 2015 the agreement will be subject to rental rate adjustment based upon the Consumer Price Index

(All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January. Upon approval the current rate for the period of July 1, 2014, through June 30, 2015 is 33.64¢ per square foot per annum, an increase of \$19,756.

FISCAL NOTE

Airport land rental revenue will increase approximately \$19,760.00 for the first amended renewal option of the agreement.

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

Approved by:

Brian Dranzik, Director
Department of Transportation

Terry Blue
Interim Airport Director

File No.
Journal

(Item) From the Director, Department of Transportation, requesting that Milwaukee County approve an amendment to Airport Agreement No. HP-695 by recommending adoption of the following:

RESOLUTION

WHEREAS, on July 14, 1980, Milwaukee County entered into Airport Agreement No. HP-695 with Tennessee Gas Pipeline Company for the lease of land on which to construct an aircraft hangar at General Mitchell International Airport (GMIA); and

WHEREAS, Airport Agreement No. HP-695 has since been assigned to Mondelēz Global, LLC; and

WHEREAS, the initial term of the agreement was for twenty (20) years beginning July 1, 1980, and ending June 30, 2010, with an option to renew for three (3) additional terms of five (5) years each establishing the final termination date of June 30, 2025; and

WHEREAS, Mondelēz Global, LLC is now requesting to adjust the renewal options of the agreement due to changes in the procurement policies of Mondelēz Global, LLC; and

WHEREAS, effective July 1, 2015, Mondelēz Global, LLC is requesting the option to renew for only three (3) years instead of the initial agreement of five (5) years; and

WHEREAS, additionally, Mondelēz Global, LLC is then requesting three (3) additional options of three (3) years each establishing a final termination date of June 30, 2027; and

WHEREAS, Airport staff recommends that the Director, Department of Transportation and County Clerk be authorized to amend Airport Agreement No. HP-695 to establish four (4) renewal periods of three (3) years each, effective July 1, 2015 inclusive of the following:

Since the lease is being modified, the current rental rate for the 281,832 square feet of land on which the hangar is located shall be adjusted from the agreed upon rate of 26.63¢ per square foot per annum (75,052.00) to 33.64¢ per square foot per annum (\$94,808). This is the current fair market rental rate associated with unimproved land used for private purposes. Each future renewal period beginning July 1, 2015, the agreement will be subject to rental rate adjustment based upon the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January; and

47

48

49

50

51

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on July 16, 2014, recommended approval (vote) that Milwaukee County amend to Airport Agreement No. HP-695 to establish four (4) renewal periods of three (3) years each, effective July 1, 2015, now, therefore,

52

53

54

55

56

57

BE IT RESOLVED, that the Director, Department of Transportation and the County Clerk are hereby authorized to approve the amendment to Airport Agreement No. HP-695 to establish four (4) renewal periods of three (3) years each, effective July 1, 2015.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/19/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: RENEWAL TO AIRPORT AGREEMENT NO. HP-695 BETWEEN MILWAUKEE COUNTY AND MONDELEZ GLOBAL, LLC

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(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 checked="" 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	9,880	19,760
	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.

Airport land revenue will increase approximately \$19,760.00 for the first amended renewal option of the agreement.

Department/Prepared By

Authorized Signature _____

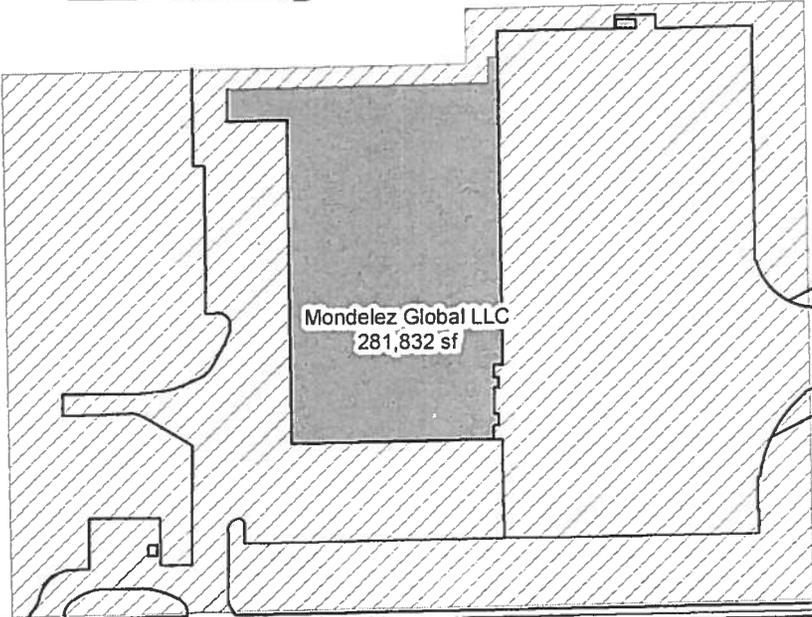
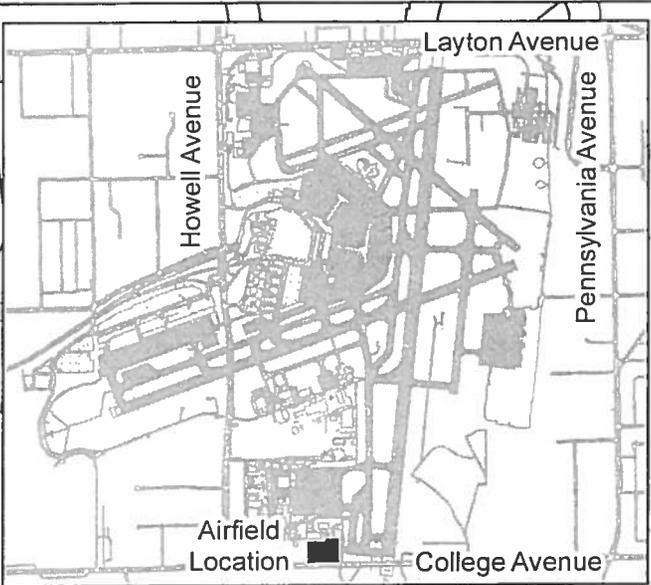
Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

GENERAL MITCHELL INTERNATIONAL AIRPORT
530 East College Avenue



Mondelez Global LLC
281,832 sf

College Avenue

MONDELEZ GLOBAL, LLC
Exhibit A
September 1, 2012





Community Business Development Partners
MILWAUKEE COUNTY

RICK NORRIS, PE • Director, DBE Liaison Officer, ACDBE Liaison Officer

INTER-OFFICE COMMUNICATION

DATE: June 23, 2014

TO: Supervisor Marina Dimitrijevic, Chair, Milwaukee County Board of Supervisors
 Supervisor Patricia Jursik, Chair, Economic & Community Development Committee
 Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works & Transit Committee

FROM: Rick Norris, PE, Director, Community Business Development Partners

SUBJECT: DBE Wavier Report for May 2014 (Current Format)

DIRECTIVE

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

BACKGROUND

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

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) key objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Parts 23 and 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Executive and the full County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action designed to ensure the same level of commitment and consistency in approach to the facilitation of small business involvement when and where appropriate has been enacted in Chapter 42 of the Milwaukee County Code of General Ordinances.

Milwaukee County is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of over 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. Milwaukee County has the responsibility of verifying and maintaining the certification status of 356 of the 854 currently certified firms throughout the State, while processing all new applications for DBE certification.

WAIVER REQUESTS

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

WAIVER REPORT SUMMARY

The figures below include Professional & Management Service and Capital Improvement/Maintenance contracts awarded during April of 2014. This report does not include contracts awarded by the Procurement Division of the Department of Administrative Services processes under Chapter 32. Please see the attachment for waivers requested as broken out by owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval.

Total Contracted Dollars for Period	\$ 8,176,763.30
Total Contracted Dollars w/o DBE Participation	\$ 4,214,514.06
Percentage of Contracts w/o DBE Participation	51.5%
Total Contracted Dollars w/ Waiver Approval	\$ 4,214,514.06
Percentage of Contracts w/ Waiver Approval	51.5%
Total Contracted Dollars w/o Waiver Approval	\$ 0.00
Percentage of Contracts w/o Waiver Approval	0.00%

It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a) and 56.30(10)(a).

Total Contracted Dollars for Period	\$ 8,176,763.30
Total Exempted Contract Dollars	\$ 1,658.00
Percentage of Exempted Contracts for Period	0.02%

RECOMMENDATION

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:



Rick Norris, PE
Director, CBDP

CC: Chris Abele, Milwaukee County Executive

Milwaukee County Community Business Development Partners Department (CBDP) DBE Waiver Report May 2014

DEPARTMENT	CONSULTANT/CONTRACTOR	SCOPE OF SERVICES	CONTRACT AMOUNT	APPROVAL REASON
DOT-GMIA	Johnson Controls, Inc.	To provide weekly preventative maintenance check and services on on-call emergency services	\$176,321.04	Specialized service
MCSO	Agility Ready Suite	Physical deployment of power (generator), fuel, communications (satellite, server, internet), computer	\$6,600.00	Specialized service
MCSO	Pre-Emergency Planning, LLC	Emergency preparedness functional exercise	\$3,204.00	Specialized service
House of Corrections	JusticePoint, Inc.	To continue electronic surveillance services	\$88,607.02	Specialized service
Dept. of Administration	Optima Associates, Inc.	To help Milwaukee County develop a county-wide lean workgroup	\$30,000.00	Specialized service
DHHS-BHD	Pathway Health Services, Inc.	To provide a temporary director for Long Term Care at BHD while a national search is being conducted	\$62,000.00	Specialized service
Parks	Alliance for the Great Lakes	To support public engagement in the coastal resources to make green infrastructure improvements	\$5,000.00	Specialized service
Community Access to Recovery Services Dwi	LaCausa, Inc.	Case management AODA specialist	\$30,000.00	Specialized service
DAS-Facilities Management	Graef-USA	War Memorial Structural Repair	7,500.00	Annual Consultant Utilization
Personnel Review Board	Gonzalez Saggio & Harlan LLP	Legal services	\$24,003.00	Legal services
Alternatives to Incarceration	Wisconsin Community Services, Inc.	Intensive monitoring of defendants charged with a second or subsequent DWI	\$590,959.00	Specialized service
DHHS-DSD	Center for Communication, Hearing & Deafness	The B-3 program is a federally mandated program to support families of children with delays or disabilities	\$112,430.00	Grant
DHHS-DSD	St. Francis Childrens Center	The B-3 program is a federally mandated program to support families of children with delays or disabilities	\$481,669.00	Grant
DHHS-DSD	Penfield Childrens Center	To help children with and without disabilities to succeed	\$1,198,097.00	Grant
DHHS-DSD	Easter Seals Southeast WI, Inc.	The B-3 program is a federally mandated program to help support families of children with delays or disabilities	\$655,65.00	Grant
DHHS-DSD	Vision Forward Association, Inc.	The B-3 program is a federally mandated program to support families of children with delays or disabilities	\$105,219.00	Grant
DHHS-DSD	Milwaukee Center for Independence, Inc.	The B-3 program is a federally mandated program to support families of children with delays or disabilities	\$616,206.00	Grant
DHHS-DSD	Curative Care Network, Inc.	The B-3 program is a federally mandated program to support families of children with delays or disabilities	\$43,281.00	Grant
Combined Court Related	Wisconsin Community Services, Inc.	Repeat Intoxicated Driver Intervention/SCRAM Drug Testing	\$606,758.00	Specialized service

\$2,602,373.02

Contracts Issued Without Review ²

NONE

\$\$,374,390.28

Exempted Contracts ³

Comptroller	Deutsche Bank Trust Co. Americas	For payment of the annual administration fee of the 2010 capital lease	\$350.00
Comptroller	US Bank	Form the administration fees for the 2004A&B airport revenue bonds	\$1,308.00
Total Contract \$ Amount for Period ⁴			\$8,176,763.30
Total Contract \$ Amount w/o DBE Participation for Period			\$4,214,514.06
Percentage w/o DBE Participation			51.5%
Total Approved Waiver \$ Amount			\$4,212,856.06
Percentage Waived			51.5%
Total Unapproved Waiver \$ Amount			\$0.00
Percentage w/o Waiver Approval			0.0%
Total Exempted \$ Amount			\$1,658.00
Percentage Exempted			0.0%

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

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

³ These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(a) such as those used for the purpose of securing credit rating services related to debt issuance and administration

⁴ Total does not include Procurement Division Figures



Community Business Development Partners
MILWAUKEE COUNTY

RICK NORRIS, PE • Director, DBE Liaison Officer, ACDBE Liaison Officer

INTER-OFFICE COMMUNICATION

DATE: June 23, 2014

TO: Supervisor Marina Dimitrijevic, Chair, Milwaukee County Board of Supervisors
Supervisor Patricia Jursik, Chair, Economic & Community Development Committee
Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works & Transit Committee

FROM: Rick Norris, PE, Director, Community Business Development Partners

SUBJECT: DBE Wavler Report for May 2014 (New Format)

DIRECTIVE

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

BACKGROUND

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

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) key objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Parts 23 and 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Executive and the full County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action designed to ensure the same level of commitment and consistency in approach to the facilitation of small business involvement when and where appropriate has been enacted in Chapter 42 of the Milwaukee County Code of General Ordinances.

Milwaukee County is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of over 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. Milwaukee County has the responsibility of verifying and maintaining the certification status of 356 of the 854 currently certified firms throughout the State, while processing all new applications for DBE certification.

WAIVER REQUESTS

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

WAIVER REPORT SUMMARY

The figures below include Professional & Management Service and Capital Improvement/Maintenance contracts awarded during April of 2014. This report does not include contracts awarded by the Procurement Division of the Department of Administrative Services processes under Chapter 32. Please see the attachment for waivers requested as broken out by owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval.

Total Contracted Dollars for Period	\$	8,176,763.30
Total Contracted Dollars w/o DBE Participation	\$	4,214,514.06
Percentage of Contracts w/o DBE Participation		51.54%
Total Contracted Dollars w/ Waiver Approval	\$	1,279,220.00
Percentage of Contracts w/ Waiver Approval		15.64%
Total Contracted Dollars w/o Waiver Approval	\$	0.00
Percentage of Contracts w/o Waiver Approval		0.00%

It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a) and 56.30(10)(a).

Total Contracted Dollars for Period	\$	8,176,763.30
Total Exempted Contract Dollars	\$	2,935,264.00
Percentage of Exempted Contracts for Period		35.90%

RECOMMENDATION

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:



Rick Norris, PE
Director, CDBP

CC: Chris Abele, Milwaukee County Executive

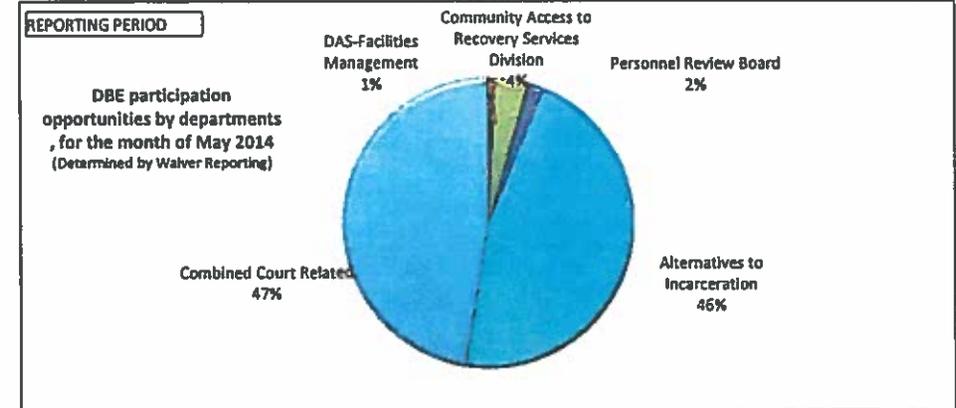
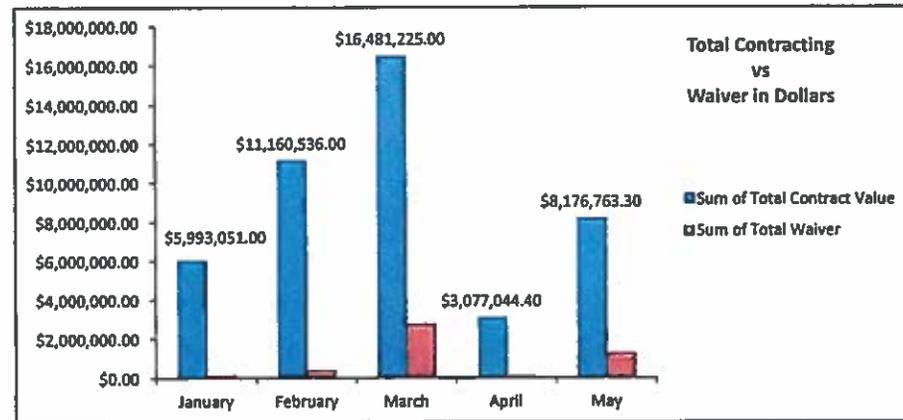
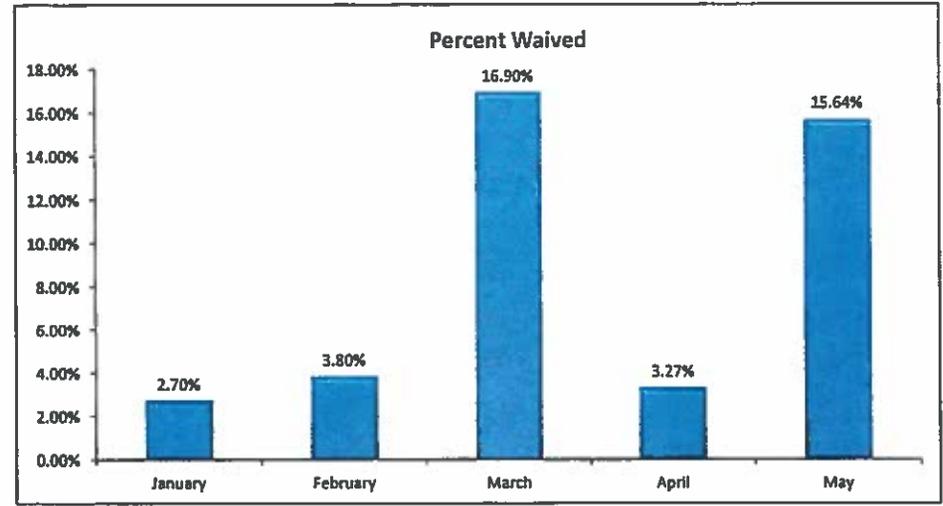
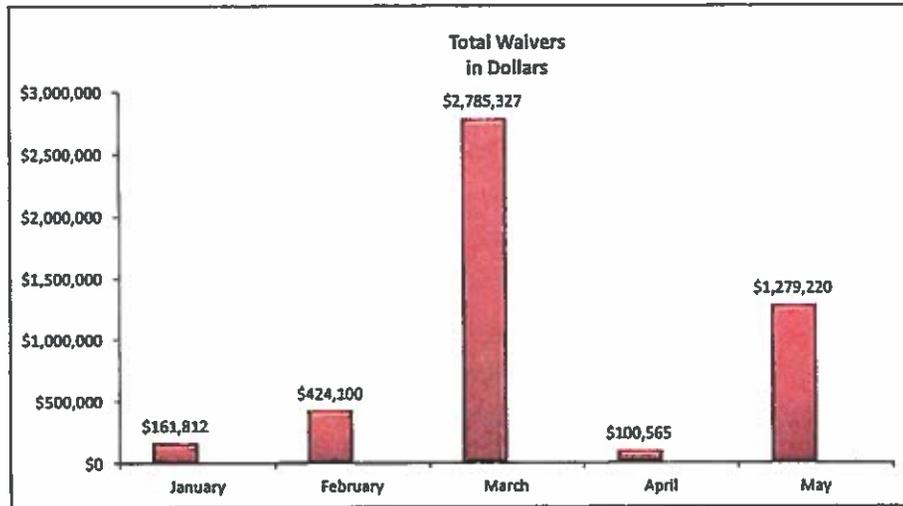
¹ These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(e). Not included in the the waiver calculations.
² Waivers approved by CBDP; within guidelines of Code of General Ordinances
³ Contracts issued by Departments in violation of the Code of General Ordinances; CBDP is made aware of these projects when Accounts Payable forwards new contract information.
⁴ Total does not include Procurement Division figures

Total Contract \$ Amount for Period ⁴	\$ 8,176,763
Total Contract \$ Amount w/o DBE Participation for Period	\$ 4,214,514
Percentage w/o DBE Participation	51.54%
Total Approved Waiver \$ Amount ²	\$ 1,279,220
Percentage Waived ²	15.64%
Total Unapproved Waiver \$ Amount ³	\$ -
Percentage w/o Waiver Approval ³	0.00%
Total Exempted \$ Amount	\$ 2,935,294
Percentage Exempted from Waiver Calculations	35.90%

REPORTING PERIOD: 4/1/2014 - 4/30/2014

DEPARTMENT	CONSULTANT/CONTRACTOR	SERVICES	COMMENTS	EXEMPTED	Waived
Comptroller	Deutsche Bank Trust Co. Americas	For payment of the annual administration fee of the 2010 capital lease	N/A	\$ 350.00	
	US Bank	Form the administration fees for the 2004A&B airport revenue bonds	N/A	\$ 1,308.00	
Dept. of Administration	Optima Associates, Inc.	To help Milwaukee County develop a county-wide lean workgroup	Specialized Service	\$ 30,000.00	
DHHS-BHD	Pathway Health Services, Inc.	To provide a temporary director for Long Term Care at BHD while a national search is being conducted	Specialized Service	\$ 62,000.00	
DOT-GMIA	Johnson Controls, Inc.	To provide weekly preventative maintenance check and services on on-call emergency services	Specialized Service	\$ 176,121.04	
Parks	Alliance for the Great Lakes	To support public engagement in the coastal resources to make green infrastructure improvements	Specialized Service	\$ 5,000.00	
DAS-Facilities Management	Graef-USA	War Memorial Structural Repair	Annual Consultant Utilization		\$ 7,500.00
MCSO	Agility Ready Suite	Physical deployment of power (generator), fuel, communications (satellite, server, internet), computers	Specialized Service	\$ 6,500.00	
	Pre-Emergency Planning, LLC	Emergency preparedness functional exercise	Specialized Service	\$ 8,204.00	
House of Corrections	JusticaPoint, Inc.	To continue electronic surveillance services	Specialized Service	\$ 88,607.02	
Community Access to Recovery Services Division	LaCausa, Inc.	Case management AODA specialist	Specialized Service		\$ 50,000.00
Personnel Review Board	Gonzales Saggio & Harlan LLP	Legal services	Legal services		\$ 24,003.00
Alternatives to Incarceration	Wisconsin Community Services, Inc.	Intensive monitoring of defendants charged with a second or subsequent OWI	Specialized Service		\$ 590,959.00
DHHS-DSD	Center for Communication, Hearing & Deafness	The B-3 program is a federally mandated program to support families of children with delays or disabilities	Grant	\$ 112,430.00	
	St. Francis Childrens Center	The B-3 program is a federally mandated program to support families of children with delays or disabilities	Grant	\$ 481,669.00	
	Penfield Childrens Center	To help children with and without disabilities to exceed	Grant	\$ 1,198,097.00	
	Easter Seals Southeast WI, Inc.	The B-3 program is a federally mandated program to help support families of children with delays or disabilities	Grant	\$ -	
	Vision Forward Association, Inc.	The B-3 program is a federally mandated program to support families of children with delays or disabilities	Grant	\$ 105,219.00	
	Milwaukee Center for Independence, Inc.	The B-3 program is federally mandated program to support families of children with delays or disabilities	Grant	\$ 616,208.00	
	Curative Care Network, Inc.	The B-3 program is federally mandated program to support families of children with delays or disabilities	Grant	\$ 43,281.00	
Combined Court Related	Wisconsin Community Services, Inc.	Repeat Intoxicated Driver Intervention/SCRAM Drug Testing	Specialized Service		\$ 606,758.00
Grand Total				\$ 2,935,294.06	\$ 1,279,220.00

DASHBOARD



COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

Date: June 30, 2014

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

From: Don Tyler, Director of Administrative Services
Greg High, Director, AE&ES Section, DAS-FM Division

Subject: 2014-2016 Budget Years Management Strategy Regarding the Consolidated Facilities Plan (CFP)
For Information Only

BACKGROUND

Resolution #14-483 was approved at the Special TPW/T Committee Meeting and the June 26, 2014 Milwaukee County Board Meeting providing direction from the Board to the Department of Administrative Services (DAS) regarding specific actions related to the Consolidated Facilities Plan (CFP). This report is within the scope of the resolution and is meant to provide an informational update to the committee.

UPDATE ON PHASE 2 OF THE CFP

Deliverable # 1 – Detailed Space Program and Relocation Strategy for City Campus

- The CFP Committee has affirmed the new office space standards based on the original CFP report and has been using these standards as a basis for space planning and site analysis and selection related to the relocation of City Campus staff;
- The CFP Committee, working with CBRE and Quorum, an outside architectural firm, completed comprehensive interviews, near term and long-term space needs assessment and space planning efforts with all Milwaukee County departments affected by the relocation of City Campus staff;
- Under the direction of the CFP Committee, CBRE placed an inquiry out through a master database of approximately 1,140 potential interested parties asking for indications of interest to lease 30-40,000 square feet of office space within Milwaukee proper;
- As a result of this query, the CFP Committee, along with CBRE identified potential “swing space” in approximately 45 prospective commercial office spaces, narrowing the prospective locations down to approximately four office buildings potentially suitable based on various criteria;
- The CFP Committee, along with CBRE have toured four office buildings and have provided feedback to CBRE and Quorum to move forward with additional research, discussions and pricing alternatives;
- The CFP Committee, working with CBRE continues to explore opportunities within the Milwaukee County Courthouse as an alternative for some of the departments/divisions within City Campus through a restacking of current space;

- The CFP Committee and Economic Development are accelerating community and municipal discussions regarding a community development plan as Milwaukee County vacates City Campus;
- The CFP Committee, working with AE&ES is finalizing early estimates regarding the potential demolition and remediation of one, two or all three of the City Campus structures;

Deliverable #2 – Agreement with the State for Marsha Coggs Center

- The Economic Development Division has completed a short term lease with the State that transitions the relationship structured under a Memorandum of Understanding to a real estate lease agreement through December 31, 2014; EDD expects to submit this lease agreement for County Board review and approval in the July County Board committee cycle;
- The structure of the new short term lease agreement maintains the original gross financial commitment now structured exclusively as lease revenue;
- The Economic Development Division anticipates responding to a mandated RFP issued by the State in July or August of 2014 for space to house staff and operations currently at the Marsha Coggs Center;

Deliverable #3 – Finalization of an Updated County Master Space Plan

- Under the direction of the Board, as stated in Resolution #14-483, the Department of Administrative Services will present to Committee the plan no later than December 31, 2014;

Deliverable #4 – Disposition Plan for the City Campus Property

- The CFP Committee will be seeking approval during the September board cycle for 2014-15 funding related to the relocation of staff from City Campus and the potential demolition and remediation of the structures.
- Estimated relocation costs of \$1,425,000 - \$2,575,000 are broken down as follows (and will be substantially refined by the September cycle):
 - Space planning costs of approximately \$25-75,000. Detailed space planning work will likely be needed to appropriately and efficiently plan for the transition of approximately 235 staff from City Campus to new office space, maximizing space utilization, department adjacencies and utility. City Campus currently houses approximately 190 staff within 160,000 square feet. Efficient utilization based on the new space standards we anticipate a need for approximately 30-40,000 square feet of space;
 - Relocation costs of approximately \$150-250,000. The CFP Committee is in the process of obtaining estimates of what it would cost to relocate City Campus staff;
 - Furniture and Fixtures of approximately \$500-1,000,000. The estimated cost is fairly broad at this point and will be refined considerably heading into the September cycle as we assess what furniture in storage and at City Campus can be repurposed;
 - Leasehold Improvements costs of approximately \$750,000 - \$1,250,000. This estimated cost is very broad as well and will be driven by the cost/benefit analysis of considering leased space already built out. The CFP Committee will be refining this estimate through the months of July, August and September as we negotiate a lease agreement for Board approval.
- Estimated net annual savings in annual operating costs is expected to be between \$500-600,000, not including at least \$1,750,000 in cost avoidance in capital projects. This estimate will be refined prior to the September cycle but is broken down as follows:
 - New leased space will cost in the range \$400-550,000 a year. This estimate is highly dependent of final footprint, leaseholds and terms. The CFP Committee will be working

with CBRE during the months of July, August and September to finalize a negotiated lease agreement for Board approval.

- Gross annual operating costs savings are approximately \$1,053,000/year. The current operating cost at City Campus, including utilities and maintenance, is approximately \$8.42/square foot, or 60% higher than a comparable facility; this equates to \$8,259 per employee, compared to industry standard of \$5,709 per employee.
- Cost avoidance in City Campus capital projects of approximately \$1,750,000. City Campus is in urgent need for capital improvements were the Board to choose to stay in this facility. Deferred projects include:
 - \$300,000 for general HVAC work
 - \$300,000 for Chiller replacement
 - \$200,000 for Boilers
 - \$250,000 for Roof replacement
 - \$200,000 for Foundation repairs
 - \$300,000 for Parking Lot resurfacing

Additionally, it is estimated that an additional \$100-200,000 in capital costs would be required to keep the facility operational.

- Breakeven ranges from 2016 to 2021 (see attachment). Running three different scenarios, the sooner we vacate City Campus, the quicker the payback:
 - Best Case Breakeven is 2016. Maximum capital outlay would be approximately \$1.4 million in 2014 with an immediate payback in 2016 generating savings to the County of over \$700,000 a year thereafter;
 - Worst Case Breakeven is 2021. Maximum capital outlay would be approximately \$3.8 million with an ongoing payback of over \$600,000 a year after 2021.
 - Reasonable Case Breakeven is 2018. Maximum capital outlay would be approximately \$2.12 million with an ongoing payback of over \$700,000 a year after 2018.

Deliverable #5 – Comprehensive Plan for County Grounds

- The Economic Development Division continues to pursue broad discussions with the City of Wauwatosa, Milwaukee County Research Park, Froedert and Children’s Hospital, Milwaukee Medical College and other community organizations and institutions to begin to shape a long term strategy for maintaining a Milwaukee County government presence at the County Grounds as the Behavioral Health Division (BHD) continues to wind down.

Deliverable #6 – Courthouse Complex Plan

- The CFP Committee is beginning its initial data gathering work specifically related to the development of a strategy for the Safety Building.
- The CFP Committee is aware of and will be phasing into some initial research work regarding various options related to consolidation of Milwaukee County Courts and alternatives for the Office of the Medical Examiner, the Community Correction Center and the 6th & State Street lot.

Deliverable #7 – Facility Management Consolidation

- This effort is an ongoing initiative begun with the creation of DAS-FM in the 2012 adopted budget and currently not specifically in the scope of the 2014 project and will be addressed in 2015.

NEXT STEPS

The purpose of this Informational Report is to keep the Board current and up-to-date in preparation for Board action DAS will be requesting during the September cycle. Importantly, we are also wanting to ensure you have the full scope of costs in 2014 and beyond as we seek approval in the September cycle.

The 2014 budget already includes \$500,000 of funding for this project, subject to Board approval. Working closely with the Comptroller's office, we anticipate requesting approval for funding during the September cycle outlined as follows:

Purpose	Amount	Type	Funding Source
Space Planning	\$25-\$75,000	Cash	2014 Budgeted Item Subject to Board Approval
Relocation Costs	\$150-\$250,000	Cash	2014 Budgeted Item Subject to Board Approval
Furniture & Fixtures	\$500-\$1,000,000	Cash	2014 Budgeted Item and Debt Reserve Fund
Leasehold Improvements	\$750-\$1,250,000	Capital	Debt Reserve Fund

Prepared by: Don Tyler, Director of Administrative Services
Greg High, Project Manager, AE&ES, DAS-FM

Approved By:

Don Tyler, Director
Department of Administrative Services

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

Attachment: 1. Estimated City Campus (Cost)/Savings to Vacate and Relocate

Cc: Chris Abele, County Executive
Raisa Koltun, Interim Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Josh Fudge, Fiscal & Budget Director, DAS
Vince Masterson, Fiscal & Strategic Asset Coordinator, DAS
Pamela Bryant, Capital Finance Manager, Comptroller's Office
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office

Estimated City Campus (Cost)/Savings to Vacate and Relocate on 1/01/15 (In Today's \$\$\$)

Estimated Cost to Vacate - Best Case

	Type/Source of Funding	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Space Planning	Cash/2014 Budget	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Relocation Costs	Cash/2014 Budget	\$ (150,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture & Fixtures	Capital/DRF/2014 Budget	\$ (500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leaseholds	Capital/Debt Reserve	\$ (750,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Campus Vacated Savings*	Cash/Operating	\$ -	\$ 750,000	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167
New Lease & Utility Expenses	Cash/Operating	\$ -	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)
Demolition Costs	Cash/Debt Reserve	\$ -	\$ (1,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Project Cost Avoidance**		\$ -	\$ 1,750,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Annual (Cost) Savings		\$ (1,425,000)	\$ 1,100,000	\$ 753,167	\$ 753,167	\$ 753,167	\$ 753,167	\$ 753,167	\$ 753,167	\$ 753,167	\$ 753,167
Cumulative (Cost) Savings		\$ (1,425,000)	\$ (325,000)	\$ 428,167	\$ 1,181,334	\$ 1,934,501	\$ 2,687,668	\$ 3,440,835	\$ 4,194,002	\$ 4,947,169	\$ 5,700,336

Estimated Cost to Vacate - Worst Case

	Type/Source of Funding	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Space Planning	Cash/2014 Budget	\$ (75,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Relocation Costs	Cash/2014 Budget	\$ (250,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture & Fixtures	Capital/DRF/2014 Budget	\$ (1,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leaseholds	Capital/Debt Reserve	\$ (1,250,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Campus Vacated Savings*	Cash/Operating	\$ -	\$ 750,000	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167
New Lease & Utility Expenses	Cash/Operating	\$ -	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)	\$ (550,000)
Demolition Costs	Cash/Debt Reserve	\$ -	\$ (3,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Project Cost Avoidance**			\$ 1,750,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Total Annual (Cost) Savings		\$ (2,575,000)	\$ (1,550,000)	\$ 653,167	\$ 653,167	\$ 653,167	\$ 653,167	\$ 653,167	\$ 653,167	\$ 653,167	\$ 653,167
Cumulative (Cost) Savings		\$ (2,575,000)	\$ (4,125,000)	\$ (3,471,833)	\$ (2,818,666)	\$ (2,165,499)	\$ (1,512,332)	\$ (859,165)	\$ (205,998)	\$ 447,169	\$ 1,100,336

Estimated Cost to Vacate - Reasonable Case

	Type/Source of Funding	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Space Planning	Cash/2014 Budget	\$ (50,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Relocation Costs	Cash/2014 Budget	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture & Fixtures	Capital/DRF/2014 Budget	\$ (750,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leaseholds	Capital/Debt Reserve	\$ (1,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Campus Vacated Savings*	Cash/Operating	\$ -	\$ 750,000	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167	\$ 1,053,167
New Lease & Utility Expenses	Cash/Operating	\$ -	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)	\$ (425,000)
Demolition Costs	Cash/Debt Reserve	\$ -	\$ (2,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Project Cost Avoidance**			\$ 1,750,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Annual (Cost) Savings		\$ (2,000,000)	\$ (425,000)	\$ 728,167	\$ 728,167	\$ 728,167	\$ 728,167	\$ 728,167	\$ 728,167	\$ 728,167	\$ 728,167
Cumulative (Cost) Savings		\$ (2,000,000)	\$ (2,425,000)	\$ (1,696,833)	\$ (968,666)	\$ (240,499)	\$ 487,668	\$ 1,215,835	\$ 1,944,002	\$ 2,672,169	\$ 3,400,336

* Based on CBRE Report presented to the Board on January 14, 2014; includes existing debt service, utilities, and support services; 2015 savings to be less due to ramp up of demolition work.

* Staying at City Campus will require immediate remediation to invest \$300,000 in HVAC, \$300,000 Chiller Replacement, \$200,000 Cooling Tower, \$200,000 in Boilers, \$250,000 Roof Replacement, \$200,000 Foundation Repairs, \$300,000 Parking Lot Resurfacing; additionally, ongoing capital projects are expected to range between \$100,000 and \$150,000. Critically, this analysis DOES NOT factor in the cost avoidance related to having to invest at least \$16 million required to renovate City Campus for a long term viable facility.

MILWAUKEE COUNTY

INTER-OFFICE COMMUNICATION

DATE: June 23, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: INFORMATIONAL REPORT: Summary of Fund Transfers for Consideration at the July 2014 meeting of the Committee on Finance, Personnel and Audit

<u>Description:</u>	<u>Amount:</u>
1. MCDOT – Transportation Services (Highways Capital)	\$1,050,000

The Director of the Milwaukee County Department of Transportation (MCDOT) is requesting an appropriation transfer of \$1,050,000:

- Project WH020122, S. 68th St. from W. Ryan Rd. to a point south of W. Puetz Rd. was recently open for bid and additional funds are necessary to complete construction and the project is eligible for county Highway Improvement Program (CHIP) funds. CHIP funds are available in Project WH020152, S. North Cape Rd. from High View to Forest Home Ave. as the project is no longer eligible for CHIP funding. However, the City of Franklin reduced the scope such that the project can still be completed within budget. The non-county CHIP funding for S. North Cape expires in June 2015 and it is therefore recommended it be moved into the S. 68th St. project.
- Project WH087012 W. Ryan Rd. east of S. 112th St. was recently open for bid and additional funds in the amount of \$50,000 are necessary to complete construction. With the addition of CHIP funding in S. 68th St., county funds in the amount of \$50,000 are available for the W. Ryan Rd. project.

This fund transfer will allow both projects to move forward without the need for more county funds. There will be no impact on the tax levy as a result of this transfer.

2. MCDOT/DAS – Zoo Interchange Capital Improvement Projects	\$900,000
---	-----------

An appropriation transfer of \$900,000 is requested by the Director of the Department of Transportation and the Director of Administrative Services to increase expenditure authority for the Zoo Interchange capital improvement project WO230012 - Fleet/Highways Building Modification. This \$900,000 expenditure increase is offset by expenditure decreases in the following Zoo Interchange capital improvement projects: 1) \$250,000 WG026012 -- Children's Court Parking Lot Access 2) \$190,000 WO143012 -- Fleet/Vel Phillips Independent Heating and 3) \$460,000 WO141031 -- Environmental Assessment and Traffic Impact.

Based upon the consultant's pre-bid estimate for the fleet facility modifications, the project is estimated to cost approximately \$900,000 more than the initial budget allocated for this particular project, which was based upon the best information available at that time. This project will be funded using surplus expenditure authority from other Zoo Interchange capital improvement projects where bids have already been received and the estimated cost is favorable to budget (i.e. a surplus) namely the Children's Court Parking Lot and the Vel Phillips Independent Heating project as well as the Environmental Assessment and Traffic Project which was budgeted to be spent for internal staffing but will not be needed.

There is no tax levy impact that results from approval of this request.

3. MCDOT – Transit/Paratransit Operating \$141,956

The Director of the Milwaukee County Department of Transportation (MCDOT) is requesting an appropriation transfer to increase expenditure authority and revenue by \$141,956 for the Transit/Paratransit operating budget (Org. Unit 5600).

The Milwaukee County Transit System (MCTS) currently operates regular bus service on Mitchell Street, Lincoln Avenue, and Greenfield Avenue through bus routes 17, 53, 54, and 56. This service will be interrupted with the planned bridge closures during the I-43 Bridge Rehabilitation Project. Transit routes will also be detoured and multiple bus stops relocated.

A transit mitigation contract is being proposed between the Milwaukee County Department of Transportation (MCDOT) and the Wisconsin Department of Transportation (WisDOT) that would allow MCTS to add one bus to each of the routes listed above so that bus schedules are maintained, despite the added length of the route that results from the bridge construction detours. The contract will make up to \$141,956 in additional expenditure authority available to MCTS for the increased bus services, which is offset with reimbursement revenue from the State of Wisconsin (WisDOT).

The proposed mitigation contract totaling \$141,956 has been entered into Legistar for 14 Day Passive Review alongside this appropriation transfer request, which makes the necessary budget adjustments contingent upon contract approval. There will be no impact on the tax levy as a result of this transfer.

Were Appropriations Requested Below Denied For The Current Budget?		Yes	X No			DDA			
Milwaukee County Department of Transportation									
ACCOUNT DISTRIBUTION									
Line No.	Fund	Agency	Org. Unit	Revenue /Object	Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	Account Modification
TO (Credit)	1	1200	120	1200	2229	WH020152	S. North Cape - High View to Forest Home	\$ 500,000.00	
	2	1200	120	1200	8530	WH020122	S. 68th St - Ryan to pt south of Puetz	\$ 500,000.00	
	3	1200	120	1200	8530	WH087012	W. Ryan Rd. east of S. 112th St.	\$ 50,000.00	
TO TOTALS (Credit)								\$ 1,050,000.00	\$ -

FROM (Debit)		1	2	3			TO TOTALS (DEBIT)	\$	\$
	1	1200	120	1200	2299	WH020122	S. 68th St - Ryan to pt south of Puetz	\$ 500,000.00	
	2	1200	120	1200	8530	WH020152	S. North Cape - High View to Forest Home	\$ 500,000.00	
	3	1200	120	1200	8530	WH020122	S. 68th St - Ryan to pt south of Puetz	\$ 50,000.00	
TO TOTALS (DEBIT)								\$ 1,050,000.00	

A transfer in the amount of \$1,050,000 is requested to:

- Increase expenditure authority and revenue by \$1,000,000 for Project WH020122, S. 68th St. from W. Ryan Rd. to a point south of W. Puetz Rd. while decreasing expenditure authority and revenue by an equal amount in Project WH020152, S. North Cape Rd. from High View to Forest Home Ave.
- Increasing expenditure authority by \$50,000 for Project WH087012 W. Ryan Rd. east of S. 112th St. while decreasing expenditure authority by \$50,000 in Project WH020122, S. 68th St.

The design for S. North Cape Rd. is not eligible for State County Highway Improvement Program funds (CHIP) as originally planned. The S. North Cape project, however, is anticipated to be completed within the amount budgeted with county funds as the scope of the overall project was reduced at the request of the City of Franklin. The CHIP funds, that expire in June 2015, are eligible to be used with the S. 68th St. project. The S. 68th St. project estimated costs are greater than expected and the transfer of the CHIP funding will allow for sufficient funds to construct the S. 68th St. project without the need for additional county bond authority.

County funds are made available in the S. 68th St. as the result of the availability of more CHIP funds in S. 68th St. with this transfer.

There is no tax levy impact as a result of this appropriation transfer request.

Clark H. Wantoch
 Clark Wantoch, Director of Highway Operations

TYPE OF TRANSFER		TRANSFER NO.	
JAP	EB	RB	
ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH ADDITIONAL PAGES.			
DATE OF REQUEST	SIGNATURE OF DEPARTMENT HEAD		TITLE
8/9/2013	<i>[Signature]</i>		Director of Transportation
A o t i o n	DATE	Dept. of Administration	County Executive
	APPROVE		Finance Committee
	DISAPPROVE		County Board
	MODIFY		

APPROPRIATION TRANSFER REQUEST

1899 R4E MILWAUKEE COUNTY
DEPARTMENT NAME

FISCAL YEAR 2014 DEPT. NO. 1700/1850

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

MCDOT Director's Office and DAS Director's Office

Were Appropriations Requested Below Denied For The Current Budget?		Yes	No	X	DAS					
TO (Credit)	Line No.	ACCOUNT DISTRIBUTION					OBJECT CODE DESCRIPTION	Transfer Request	Account Modification	
		Fund	Agency	Org. Unit	Revenue/ Object	Activity				Project
	1	1850	120	1850	8509		WO230012	Fleet Hwy Bldg Mod - Other Bldg Imprv (CAP)	900,000	
	2									
	3									
	4									
	5									
	6									
	7									
	8									
	9									

FROM (Debit)		Line No.	Fund	Agency	Org. Unit	Revenue/ Object	Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	DAS	
TO TOTALS (Credit)											900,000 \$	-
	1	1700	120	1700	8527			WG026012	Children Crt Parking Lot - Land Improv (CAP)	250,000		
	2	1850	120	1850	8502			WO143012	Fleet/Vel Phillips Indep Heat - Maj Maint (EXP)	145,000		
	3	1850	120	1850	9706			WO143012	Fleet/Vel Phillips Indep Heat - Prof Svc Div	45,000		
	4	1850	120	1850	6146			WO141031	Envir Asses/Traffic - Prof Svc CAP/Maj Mtoe	460,000		
	5											
	6											
	7											
	8											
	9											

FROM TOTALS (Debit) 900,000 \$ -

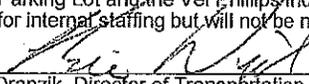
EXPLANATION

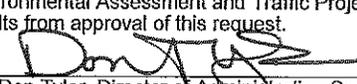
An appropriation transfer of \$900,000 is requested by the Director of the Department of Transportation and the Director of Administrative Services to increase expenditure authority for the Zoo Interchange capital improvement project WO230012 - Fleet/Highways Building Modification. This \$900,000 expenditure increase is offset by expenditure decreases in the following Zoo Interchange capital improvement projects: 1) \$250,000 WG026012 --Children's Court Parking Lot Access 2) \$190,000 WO143012 -- Fleet/Vel Phillips Independent Heating and 3) \$460,000 WO141031 -- Environmental Assessment and Traffic Impact.

In early 2013, the State of Wisconsin Department of Transportation (WisDOT) began construction work related to the Zoo Interchange Freeway project. The Zoo Interchange project included local road improvements in the area of Watertown Plank Road and Swan Boulevard which had a significant impact on operations including Fleet, Highway, Facilities, Sheriff and Zoo. WisDOT compensated Milwaukee County for multiple cost to cure projects that the County needed to undertake as a result of the Zoo Interchange project. The County budgets established for each of these projects were preliminary estimates with the best information available at that time.

One of the projects the County is undertaking as part of the Zoo Interchange is an adaptation of and addition to the Milwaukee County Department of Transportation's (MCDOT) Fleet Maintenance building to accommodate not only existing Fleet Maintenance operations but to consolidate the additional operations of the Sheriff's Patrol Bureau, MCDOT Highway Maintenance, as well as both the MCDOT Director's Office and MCDOT Transportation Services into the fleet facility. Based upon the consultant's prebid estimate for the fleet facility modifications, the project is projected to cost approximately \$900,000 more than the initial budget allocated for this particular project.

The Department of Transportation and Department of Administrative Services request to utilize surplus expenditure authority from other Zoo Interchange capital improvement projects where bids have already been received and the estimated cost is favorable to budget (i.e. a surplus) namely the Children's Court Parking Lot and the Vel Phillips Independent Heating project as well as the Environmental Assessment and Traffic Project which was budgeted to be spent for internal staffing but will not be needed. There is no tax levy impact that results from approval of this request.


Brian Dranzik, Director of Transportation


Don Tyler, Director of Administrative 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
4/10/2013		

A c t i o n	DATE	Dept. of Administration	County Executive	Finance Committee	County Board
	APPROVE				
	DISAPPROVE				
	MODIFY				

DEPARTMENT NAME		MCDOT - Transit/Paratransit					Were Appropriations Requested Below Denied For The Current Budget?			
MILWAUKEE COUNTY							Yes	No		
Line No.	ACCOUNT DISTRIBUTION					OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification		
	Fund	Agency	Org. Unit	Revenue/ Object	Balance Sheet					
TO (Credit)	1	0083	560	5605	8201	Transit Operations	141,956			
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
TO TOTALS (Credit)							141,956	\$		

FROM (Debit)	1	0083	560	5605	2299	Other State Grants and Reimbursement	141,956		
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
FROM TOTALS (Debit)							141,956	\$	

EXPLANATION

The Director of the Milwaukee County Department of Transportation requests an appropriation transfer to increase expenditure authority and revenue by \$141,956 for the Transit/Paratransit operating budget (Org. Unit 5600).

The Milwaukee County Transit System (MCTS) currently operates regular bus service on Mitchell Street, Lincoln Avenue, and Greenfield Avenue through bus routes 17, 53, 54, and 58. This service will be interrupted with the planned bridge closures during the I-43 Bridge Rehabilitation Project. Transit routes will also be detoured and multiple bus stops relocated.

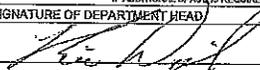
A transit mitigation contract is being proposed between the Milwaukee County Department of Transportation (MCDOT) and the Wisconsin Department of Transportation (WisDOT) that would allow MCTS to add one bus to each of the routes listed above so that bus schedules are maintained, despite the added length of the route that results from the bridge construction detours. The contract will make up to \$141,956 in additional expenditure authority available to MCTS for the increased bus services, which is offset with reimbursement revenue from the State of Wisconsin (WisDOT).

Per Wisconsin Statutes under Act 14, the proposed mitigation contract totaling \$141,956 has been entered into Legistar for 14 Day Passive Review alongside this appropriation transfer request, which makes the necessary budget adjustments contingent upon contract approval.

No property tax levy impact occurs from approval of this appropriation transfer request as the increase in expenditure authority for additional MCTS service provided through the mitigation contract is offset with reimbursement revenue from the State of Wisconsin.

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
June 16, 2014		Director, Milw Cnty Dept of Transportation

A c t i o n	DATE	Dept. of Administration	County Executive	Finance Committee	County Board
	APPROVE				
	DISAPPROVE				
	MODIFY				

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: June 24, 2014

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

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: **EXTEND AIRPORT AGREEMENT NO. CN-1906 WITH SSP AMERICA, INC.
AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

County Board approval is required for concession agreement extensions at General Mitchell International Airport (GMIA).

BACKGROUND

On November 30, 2009, Milwaukee County entered into Airport Agreement No. CN-1906 with SSP America, Inc., for the provision of food and beverage services at GMIA. On September 24, 2009 [File No. 07-283 (a)(g)] and December 16, 2010 [File No. 07-283 (a)(h)] the County Board authorized amending Airport Agreement No. CN-1906 to reduce space in the Concession Mall for reassignment to Host International and to add space on each of the three Concourses because of anticipated greater needs for additional food and beverage on the Concourses. SSP America built and currently operates Colectivo Coffee (formerly Alterra) in the Concession Mall and on Concourses C and D, Northpoint in the Concession Mall, Nonna's Restaurant on Concourse D, and Pizzeria Piccola/Auntie Anne's on Concourse C. Due to subsequent airline mergers and service reductions at GMIA, the locations awarded to SSP America on Concourse E and Lower Level Concourse D were never needed, and on April 24, 2014, (File No. 14-253) the County Board authorized amending the Agreement to reduce space on lower level Concourse D, reduce the Minimum Annual Guarantee associated with the space and reduce the amount of SSP America's investment in the facilities due to the reduction in space.

When SSP America proposed developing food and beverage facilities at GMIA in 2008, SSP estimated the annual sales that would be required in order for SSP America and its local partners to realize a profitable return on investment. From 2009 through 2013 SSP America realized a revenue shortfall of approximately \$12M from its anticipated sales. During that same time period, SSP invested almost \$4.5M. The largest discrepancy between projected and realized sales is on Concourse D, which is attributed to reduced enplanements resulting from the Midwest/Frontier de-hubbing and air service reductions. SSP America's casual dining restaurant on Concourse D was closed from December 2012 through April 2013 while Airport staff effectuated the Delta move from Concourse E to Concourse D. Airport Agreement No. CN-1906 requires SSP America to spend \$50 per square foot to refurbish the facilities beginning in the sixth contract year that began on November 1, 2013.

SSP America is agreeing to meet its contractual requirement, but is requesting one

additional five (5) year term for SSP America and its ACDBE partner to realize a return on investment. SSP America believes that the extension is warranted at this time because SSP has been an exemplary tenant, has fulfilled all of its contractual obligations, and has never requested financial relief despite lagging behind in its revenue projections. In addition, SSP also states that given that it has not been able to recover the financial investment that it has made at GMIA on the projected schedule as anticipated, it will be difficult to make and recover the midterm investment at GMIA without requesting either rent relief or an agreement extension.

RECOMMENDATIONS

Airport staff recommends that Milwaukee County amend Airport Agreement No. CN-1906 between Milwaukee County and SSP America, Inc., to include the following:

1. The agreement will be extended for a term of five (5) years, commencing November 1, 2019, and ending October 31, 2024.
2. SSP America will invest a minimum of \$495,050 to refurbish the existing facilities beginning as of November 1, 2013, and another \$495,050 to refurbish the facilities beginning as of November 1, 2019.
3. A midterm investment shall be considered timely if SSP America complies with the terms of its concession agreement and development plans for such midterm investments are submitted to the County no later than September 30, 2014 for the first midterm investment and September 30, 2020 for the second midterm investment.
4. County may, at any time, develop other concessions at the Airport. Such new concessions may be developed in any location and may be of any kind and shall not give rise to any claims, legal or otherwise, based on such new development, by SSP America for damages or for any other kind of compensation or for any modification of its obligations under this Agreement.
5. SSP America may only assign this Agreement after receiving the written consent of the County. Milwaukee County may assign this Agreement without SSP America's consent at any time after the effective date of this amendment.
6. SSP America agrees that its exercise of any right to termination contained in the Agreement at any time from November 1, 2019 to October 31, 2024 shall relieve it of any claim for reimbursement or damages of any kind, or any other claim against the County, including any claim for any unamortized leasehold improvements.
7. SSP America and the County recognize that this amendment may be subject to the review and approval of the United States. In no event shall Milwaukee County be required to take any action under this amendment that is inconsistent with its legal obligations and federal, state, or local laws or regulations.

Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit Committee
June 18, 2014
Page 3

FISCAL NOTE

Annual revenue to the County is variable and is based on percentage of sales, but is never less than the Minimum Annual Guarantee of \$804,000.00.

Prepared by: Kathy Nelson, Airport Properties Manager

Approved by:

Brian Dranzik, Director,
Department of Transportation

Terry Blue
Interim Airport Director

(Item) From the Director, Department of Transportation, requesting that Airport Agreement No. CN-1906 between Milwaukee County and SSP America, Inc. be amended by recommending adoption of the following:

RESOLUTION

WHEREAS, on November 30, 2009, Milwaukee County entered into Airport Agreement No. CN-1906 with SSP America, Inc., for the provision of food and beverage services at GMIA; and

WHEREAS, on September 24, 2009 [File No. 07-283 (a)(g)] and December 16, 2010 [File No. 07-283 (a)(h)] the County board authorized amending Airport Agreement No. CN- 1906 to reduce space in the Concession Mall for reassignment to Host International and to add space on each of the three concourses because of anticipated greater needs for additional food and beverage on the concourses; and

WHEREAS, due to recent airline mergers and service reductions at GMIA, the locations awarded to SSP America on Concourse E and Lower Level Concourse D were never needed, and on April 24, 2014, (File No. 14-253) the County Board authorized amending the Agreement to reduce space on lower level Concourse D, reduce the Minimum Annual Guarantee associated with the space and reduce the amount of SSP America's investment in the facilities due to the reduction in space; and

WHEREAS, when SSP America proposed developing food and beverage facilities at in 2008, SSP estimated the annual sales that would be required in order to realize a profitable return on investment; and

WHEREAS, SSP America built and currently operates Colectivo Coffee (formerly Alterra) in the Concession Mall and on Concourses C and D, Northpoint in the Concession Mall, Nonna's Restaurant on Concourse D, and Pizzeria Piccola/Auntie Anne's on Concourse C; and

WHEREAS, from 2009 through 2013 SSP America realized a revenue shortfall of approximately \$12M from its anticipated sales with the largest discrepancy between projected and realized sales occurring on Concourse D due to reduced enplanements resulting from the Midwest/Frontier de-hubbing and air service reductions; and

WHEREAS, SSP America is requesting one additional five (5) year term for SSP America and its ACDBE partner to realize a return on investment; and

WHEREAS, SSP America believes that the extension is warranted at this time because SSP has been an exemplary tenant, has fulfilled all of its contractual obligations, and has never requested financial relief despite lagging behind in its revenue projections; and

47 WHEREAS, the Transportation, Public Works and Transit Committee, at its
48 meeting on July 16, 2014, recommended approval (vote) that Airport Agreement
49 No. CN-1906 between Milwaukee County and SSP America, Inc. be amended to
50 extend the Agreement for a term of five (5) years, commencing November 1, 2019, and
51 ending October 31, 2024, now, therefore,

52
53 BE IT RESOLVED, that the Director, Department of Transportation and the
54 County Clerk are hereby authorized to amend Airport Agreement No. CN-1906 between
55 Milwaukee County and SSP America, Inc., as follows:
56

- 57 1. The agreement will be extended for a term of five (5) years, commencing November 1,
58 2019, and ending October 31, 2024.
59
- 60 2. SSP America will invest a minimum of \$495,050 to refurbish the existing facilities
61 beginning as of November 1, 2013, and another \$495,050 to refurbish the facilities
62 beginning as of November 1, 2019.
63
- 64 3. A midterm investment shall be considered timely if SSP America complies with the terms
65 of its concession agreement and development plans for such midterm investments are
66 submitted to the County no later than September 30, 2014 for the first midterm
67 investment and September 30, 2020 for the second midterm investment.
68
- 69 4. County may, at any time, develop other concessions at the Airport. Such new
70 concessions may be developed in any location and may be of any kind and shall not give
71 rise to any claims, legal or otherwise, based on such new development, by SSP America
72 for damages or for any other kind of compensation or for any modification of its
73 obligations under this Agreement.
74
- 75 5. SSP America may only assign this Agreement after receiving the written consent of the
76 County. Milwaukee County may assign this Agreement without SSP America's consent at
77 any time after the effective date of this amendment.
78
- 79 6. SSP America agrees that its exercise of any right to termination contained in the
80 Agreement at any time from November 1, 2019 to October 31, 2024 shall relieve it of any
81 claim for reimbursement or damages of any kind, or any other claim against the County,
82 including any claim for any unamortized leasehold improvements.
83
- 84 7. SSP America and the County recognize that this amendment may be subject to the review
85 and approval of the United States. In no event shall Milwaukee County be required to
86 take any action under this amendment that is inconsistent with its legal obligations and
87 federal, state, or local laws or regulations.
88

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/24/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: EXTEND AIRPORT AGREEMENT NO. CN-1906 WITH SSP AMERICA, INC. AT GENERAL MITCHELL INTERNATIONAL AIRPORT

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(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	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.

There no effect on Fiscal Years 2014 and 2015. Annual revenue to the County is variable and is based on percentage of sales, but is never less than the Minimum Annual Guarantee of \$804,000.00. This Minimum Annual Guarantee will apply to each year of the Agreement extension from November 1, 2019 through October 31, 2024.

Department/Prepared By Kathy Nelson, Airport Properties Manager

Authorized Signature _____

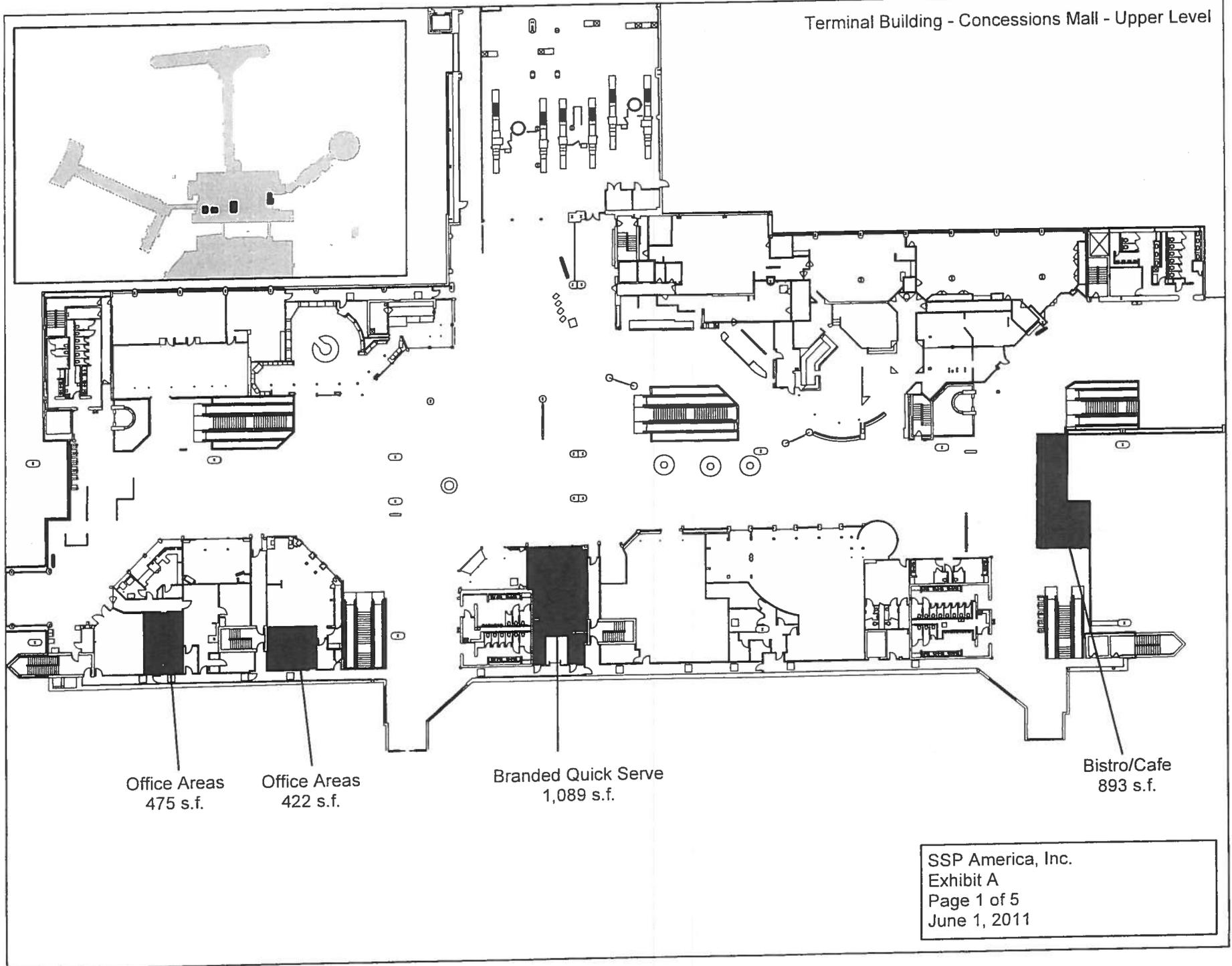
Did DAS-Fiscal Staff Review? Yes No

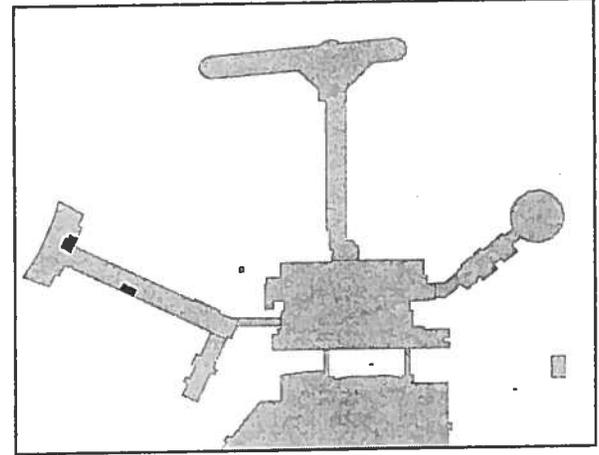
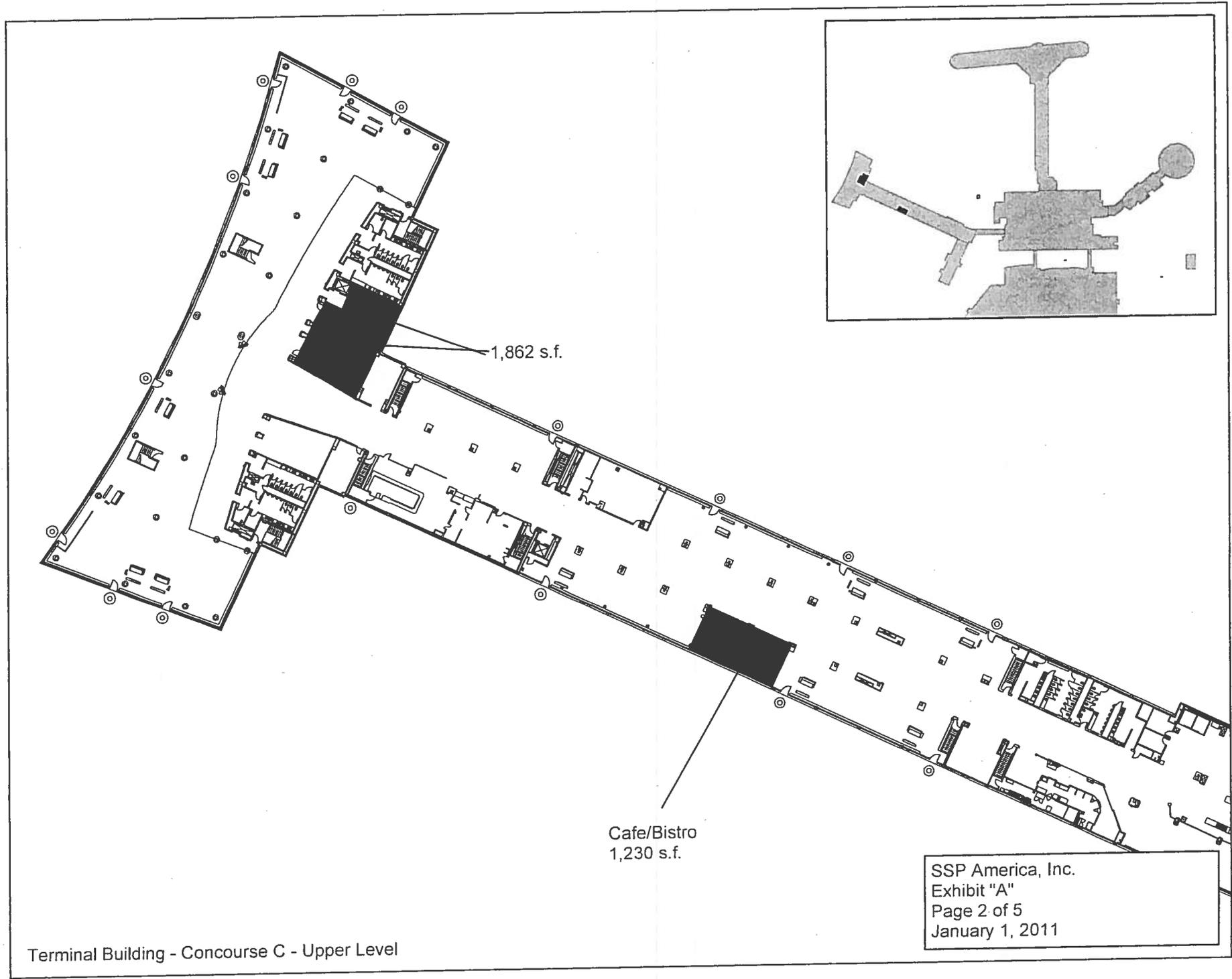
Did CBDP Review?² Yes No Not Required

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.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

Terminal Building - Concessions Mall - Upper Level





Terminal Building - Concourse C - Upper Level

SSP America, Inc.
Exhibit "A"
Page 2 of 5
January 1, 2011

Terminal Building - Concourse D - Upper Level

Bistro/Cafe
1,528 s.f.

Additional Restaurant Seating
699 s.f.

Restaurant/Bar
2,619 s.f.

