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11-25-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
A DEPARTMENTAL - RECEIPT OF REVENUE

File No. 13-1/13-944
(Journal, December 20, 2012)

Action Required

Finance, Personnel and Audit Committee
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) 4064 – SWAT (Office of the Sheriff)		
8552 – Machine & Equipment – New > \$2,500		\$ 10,000
2299 – Other St Grants and Reimbur	\$ 10,000	

Request

A transfer in the amount of \$10,000 is being requested by the Office of the Sheriff to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the State of Wisconsin Office of Justice Assistance Homeland Security for Aligned Law Enforcement Response Team (ALERT) Special Weapons and Tactics (SWAT) equipment.

The funds, \$10,000 in total, must be expended prior to February 28, 2014. The Office of the Sheriff is requesting a transfer of \$10,000 for expenditure in Machine and Equipment – New to purchase two Thermal Imaging and/or Light Amplification Optics units and eight Global Positioning System units for their SWAT team.

It should be noted that the acceptance of this transfers is contingent upon acceptance of the grant award by the County Board.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

	<u>From</u>	<u>To</u>
2) 4021 – Expressway Patrol (Office of the Sheriff)		
5199 – Salaries – Wages Budget		\$ 114,320
5201 – Overtime		\$ 9,722
7820 – Gasoline		\$ 39,960
8552 – Machine & Equipment – New > \$2,500		\$ 57,600
2299 – Other St Grants and Reimbur	\$ 221,602	

Request

A transfer in the amount of \$221,602 is being requested by the Office of the Sheriff to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the State of Wisconsin Department of Transportation to mitigate traffic impacts and ensure emergency response capabilities are not adversely affected by roadway construction.

The funds were awarded, as authorized by County Board File 13-757, for the I-794 Lake Freeway & Hoan Bridge Rehabilitation Project and I-43/I-94 Bridge Rehabilitation Project from I-794 to Howard Avenue.

The funds, \$221,602 in total, will be expended between October 1, 2013 and December 15, 2013, in conjunction with the Department of Transportation project timeline. The Office of the Sheriff is requesting a transfer of \$221,602 for expenditure in Personal Services, as detailed above, for patrolling the construction zone, Machine and Equipment - New for purchase of an enhanced construction project patrol vehicle in an amount not to exceed \$57,600, and in Gasoline for fuel costs associated with traffic mitigation in an amount not to exceed \$39,960.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

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Action Required
Finance, Personnel and Audit Committee
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) 1961 – Litigation Reserve		
6149 – Prof Serv – Non Recurring Oper		\$75,000
1945 – Appropriation for Contingency		
8901 – Appropriation for Contingency	\$75,000	

Request

The Office of the Corporation Counsel is requesting an appropriation transfer of \$75,000 to transfer funds from the Appropriation for Contingency to the Litigation Reserve.

This transfer is necessary to pay legal costs to outside counsel for the trial and potential post-trial litigation related to the O'Donnell Parking Structure incident in 2010. (See Board File Nos. 12-79 and 12-924.) Prior authorized and encumbered funds have been expended. Additional legal costs have been, and are being, incurred in 2013 and insufficient funds remain in the 2013 Litigation Reserve. If the fund transfer is approved, pursuant to section 59.52(31)(b), Wis. Stats., notification will be provided to the Committee on Finance, Personnel, and Audit of an amended contract amount, now totaling \$175,000.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

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11-25-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
C CAPITAL IMPROVEMENTS

File No. 13-1/13-944
(Journal, December 20, 2012)

Action Required

Finance, Personnel and Audit Committee
County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2013 capital improvement accounts and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 capital improvement appropriations:

	<u>From</u>	<u>To</u>
1) WP227 Grant Park Pedestrian Bridge#		
8509 – Other Building Improvement (CAP)		\$30,000
WP180 Lake Park South Lions Bridge#		
8509 – Other Building Improvement (CAP)	\$16,376	
<u>WP172 Washington Park Boathouse Roof#</u>		
8509 – Other Building Improvement (CAP)	\$6,458	
<u>WP147 Sherman Park Boys and Girls Club#</u>		
8501 – Bldg/Structures New (CAP)	\$7,166	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$30,000 is requested by the Director of the Department of Administrative Services-Architecture, Engineering, and Environment Section to reallocate funds from capital projects WP180 Lake Park South Lions Bridge (\$16,376), WP172 Washington Park Boathouse Roof (\$6,458), and WP147 Sherman Park Boys and Girls Club (\$7,186) to capital project WP227 Grant Park Pedestrian Bridge.

Capital project WP227 Grant Park Pedestrian Bridge was approved as a capital project at the December 8, 2011 Finance, Personnel, & Audit committee meeting through an appropriation fund transfer. The project was created in order replace two original pedestrian bridges at Grant Park that had significant structural issues. Staff from the Department of Administrative Services-Architectural and Engineering services section (A/E) indicated that construction bids received came in higher than originally anticipated

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for the construction work, including the need to create a temporary access road to the bridge areas to allow heavy construction equipment into the work area and then restoration of the access road with grading/plantings/sod.

Construction for capital projects WP180 Lake Park South Lions Bridge, WP172 Washington Park Boathouse Roof, and WP1470 Sherman Park Boys and Girls Club are substantially completed. A/E staff has indicated that these projects will close-out with a remaining expenditure balance surplus.

This fund transfer will reallocate expenditure authority of \$30,000 from capital projects WP180 Lake Park South Lions Bridge (\$16,376), WP172 Washington Park Boathouse Roof (\$6,458), and WP 147 Sherman Park Boys and Girls Club (\$7,186) to capital project WP227 Grant Park Pedestrian Bridge.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

	<u>From</u>	<u>To</u>
2) <u>WO11501 County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chilled Water #</u>		
8509 – Other Improvement- (CAP)		\$50,000
<u>WO14301 Fleet/Vel Philips Independent Heating System Replacement #</u>		
8502 – Major Maint Building (EXP)	\$50,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$50,000 is requested by the Director of the Department of Administrative Services to increase expenditure authority for Project WO115 County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chilled Water and decreasing expenditure authority from Project WO143 Fleet/Vel Philips Independent Heating System Replacement.

WO11501 County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chilled Water

The 2013 Adopted Budget included a \$1,000,000 appropriation for Project WO115. A May 2013 appropriation transfer increased the budget authority for the Independent Chiller Project by \$450,000. A majority of the \$450,000 cost increase was driven by the need for a new 200 amp electrical service in addition to the existing electrical service. It was originally anticipated that the existing electrical service would be sufficient; however it was determined later in the design that it would not be sufficient. This

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new electrical service required a new three hour rated electrical room for the new switch gear since the new electrical transformer must be located outside the building. The remainder of the cost increase was a result of unforeseen relocations of underground utilities, the addition of a supplemental chiller, additional consulting fees, and the inclusion of energy savings options.

This December 2013 appropriation transfer will provide the Independent Chiller Project an additional \$50,000 in order offset the existing project budget deficit caused primarily by the unforeseen site conditions at the site of the outside chiller installation. It is anticipated that the chillers will be installed before the end of the year and the project will be substantially complete by April 2014.

WO143 Fleet/Vel Philips Independent Heating

A September 2012 resolution (12-680) was approved that provided the financing for the boiler plants at the Fleet Management Facility and the Vel Philips Juvenile Justice Center. Resolution 12-680 also created Project WO143 Fleet and Vel Philips Independent Heating System Replacement which appropriated \$1,600,000 for the planning, design and construction to install natural gas fired boilers and hot water heaters at the Fleet Management Facility and the Vel Philips Juvenile Justice Center. Financing for the project was provided by land parcel sale proceeds required as a result of the Zoo Interchange project. The project is currently substantially complete, punch list items will be finished by the end of the year.

This appropriation transfer allocates \$50,000 of surplus funds that are available in the project to Project WO11501 County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chilled Water.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

	<u>From</u>	<u>To</u>
3) <u>WS032012 Coggs Center Variable Air Volume Boxes</u>		
<u>Upgrade #</u>		
8509 – Other Improvement- (CAP)		\$60,000
<u>WS032012 1000 MG Waterspheroid #</u>		
8527 – Land Improvements - (CAP)	\$60,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$60,000 is requested by the Director of the Department of Administrative Services-Architecture, Engineering, and Environment Section to reallocate funds from capital project

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WS032012 1000 MG Waterspheroid to capital project WS032012 Coggs Center Variable Air Volume Boxes Upgrade.

WS032012 Coggs Center Variable Air Volume Boxes Upgrade #

This project was initiated in March, 2009. Due to indoor air quality problems the scope of this project was revised from replacement of Variable Air Volume (VAV) boxes to include upgrades of additional components of the Heating Ventilation/Air Conditioning (HVAC) system. A consultant was hired to conduct a study into the HVAC systems serving the first through the third floors of this building to provide a broad overview of the current HVAC related occupant comfort problems and insight as to how these problems may be resolved during the upgrade project. Subsequently, from July 7, 2009 thru May 26, 2010 various review meetings were conducted by the Milwaukee County Department of Health and Human Services (DHHS) to facilitate State of Wisconsin leasing of offices in this building.

Initial construction bids were received on 11/7/2011 for HVAC upgrade of the third floor as a base bid contract and each half of second floor as alternate bids " A " and " B ". After the award of the bid to the low responsive responsible bidder, the contractor submitting the second lowest bid filed a court suite, claiming their interpretation of the bid documents rendered the apparent low bidder ineligible. While the County rescinded the first contract award on 2/17/2012 and decided to bid the project a second time, the court proceedings went forward and the court judged that the County had the right to re-bid the project instead of awarding to the apparent second low bidder.

The HVAC project was rebid incorporating significant revisions to the documents and bids received on 4/11/2012. The apparent low bidder was notified that the award of the contract would be contingent on approval by the County of the contractor's proposed substitute digital control as stated in a May 2,2012 letter describing, in particular, the requirement contained in section 23.09.14, subsection 2.1 (Approved Manufacturer) of the Bid Specifications for Project S032-09434. Based on contractor's failure to convince the County that the substitute product was equal, the County decided to bid the project a third time.

The HVAC project was again rebid incorporating further significant revisions to the documents and bids were received on 10/24/12. Due to the prolonged project schedule, overall project costs were higher than anticipated.

WG01201 1000 MG Waterspheroid

IN 2009, two appropriations provided a combined approximately \$3,500,000 for the construction of a million gallon Waterspheroid Tank on the Milwaukee County Grounds.

The construction of the tank was substantially completed in November 2012. As a result of the completion of the project, the new elevated storage for the County's water system is 2,000,000 gallons.

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The project is currently in the process of being closed out and has only punch list items remaining. The project is estimated to have a surplus of \$250,000.

This appropriation transfer would reallocate \$60,000 of expenditure authority from capital project WS032012 1000 MG Waterspheroid to capital project WS032012 Coggs Center Variable Air Volume Boxes Upgrade. There is also another fund transfer appropriation being considered by the Finance, Personnel, and Audit Committee that would reallocate an additional \$150,000 from the capital project WS032012 1000 MG Waterspheroid to capital project WC023012 Courthouse Complex Automation and Access.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

	<u>From</u>	<u>To</u>
4) WZ107012 Bear Service Area Improvements		
8509 – Other Building Improvement (CAP)		\$130,000
WZ041012 Aviary Fire and Smoke Detection		
8509 – Other Building Improvement (CAP)	\$50,000	
<u>WZ042012 Primate House Fire and Smoke Detection</u>		
8509 – Other Building Improvement (CAP)	\$30,000	
<u>WZ07812 Elephant Yard Shading Structure</u>		
8501 – Bldg/Structures New (CAP)	\$50,000	

An appropriation transfer of \$130,000 is requested by the Director of the Department of Administrative Services-Architecture, Engineering, and Environment Section to reallocate funds from capital projects WZ041012 Aviary Fire and Smoke Detection (\$50,000), WZ042012 Primate House Fire and Smoke Detection (\$30,000), and WZ07812 Elephant Yard Shading Structure (\$50,000) to capital project WZ107 Bear Service Area Improvements.

Capital project WZ107-Bear Den Service Area Improvements originally included \$154,167 for construction work at the Zoo's Black Bear Den. Expenditure authority for additional construction work was increased \$167,775 in July 2013 via an unspent bond fund transfer for the Polar Bear Den area (which is included in the Zoo's 5-year capital plan). Staff from the Department of Administrative Services-Architectural and Engineering services section (A/E) indicated that construction proposals from various contractors came in at a cost in excess of \$220,000 per den, creating a \$130,000 budget shortfall.

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A/E staff has indicated that the shortfall is due to complex site conditions that were difficult to account for in the budget estimation process.

Construction for capital projects WZ041012 Aviary Fire and Smoke Detection, WZ042012 Primate House Fire and Smoke Detection, and WZ07812 Elephant Yard Shading Structure are near completion. A/E staff has indicated that these projects will close-out with a remaining expenditure balance surplus.

This fund transfer will reallocate expenditure authority of \$130,000 from capital projects WZ041012 Aviary Fire and Smoke Detection (\$50,000), WZ042012 Primate House Fire and Smoke Detection (\$30,000), and WZ07812 Elephant Yard Shading Structure (\$50,000) to capital project WZ107 Bear Service Area Improvements.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

	<u>From</u>	<u>To</u>
5) <u>WC02301 Courthouse Complex Automation and Access #</u>		
8551 – Machine & Equipment Repl > \$2500		\$90,000
6050 – Contrct- Pers Svcs Short		\$60,000
<u>WG01201 1000 MG Waterspheroid #</u>		
8527 – Land Improvements (Cap)	\$150,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$150,000 is requested by the Director of the Department of Administrative Services to increase expenditure authority for Project WC02301 Courthouse Complex Automation & Access. Financing is being provided from surplus expenditure authority from Project WG01201 1000 MG Waterspheroid.

WC02301 Courthouse Complex Automation and Access

The 2006 and 2007 Adopted Capital Improvements Budgets included a total of \$576,076 for the first phase of Project WC023 Courthouse Complex Automation and Access. Phase 1 of the project included an upgrade to the existing Honeywell head-end computers and the field panels that support the HVAC and fire alarm control systems and the work was completed in 2009.

The 2009 Adopted Capital Improvements Budget included an appropriation of \$804,916 for the completion of the Phase 1 and Phase 2 of the upgrade to the building automation and access control system. Phase 2 of the project included replacement of the card access system. The new card access system will serve the Court House Complex (including the Criminal Justice Facility and the Safety

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Building), the Medical Examiner's Building, City Campus, Children's Court, County Grounds, and the CATC Campus.

Early in 2009, the project team decided to replace the existing system with updated components that utilize the existing cabling. This option allowed for implementation of the project while remaining within the budget allocated. It was acknowledged by the project team that this alternative would be sufficient for at least 10 years until the County could allocate resources for a card access system that met the latest industry standards.

In May 2010, the project was awarded after being competitively bid. Since then, delays in the project occurred as a result of a variety of factors.

During project implementation issues developed relating to how Milwaukee County Facilities Management Division and the Sheriff's Department would input their existing employees into the new access control system. It was determined that the old database could not be used and current information was required from the various departments. Additional issues relating to card expiration dates and what information would be contained on the cards also emerged. These issues caused severe delays in the project schedule.

In May 2011, complications with the project were discovered due to the interconnections between another security equipment replacement project in the CJF Facility (the Comtech project) and the potential pitfalls of interfacing between the systems. The existing system was used in many door locations for fire alarm door release. This means that the non-supported hardware and software was relied upon to release doors in case of fire. There was a potential liability should the system not release doors when required. After review of the two systems the project team concluded there were too many unknowns in this project to proceed without further engineering and field surveys of the equipment. This would ensure that the life safety systems were kept intact and in working order during the systems replacement. Although the issue has resulted in delay, the additional field surveys were completed in April of 2012 and sufficient information is available to proceed in a safe and efficient manner.

In February 2012, after waiting for months for the remainder of certain key equipment components from the vendor, the County was informed that the complete product line specified for this project was discontinued. The equipment vendor included a statement in their ordering guide advising that the this key equipment would not be available due to a lack of Federal Communication Commission (FCC) certification. The contractor found a reasonable replacement for the discontinued equipment but this change would have cost the project an additional \$400,000 in construction costs and would leave the County with a card access system that would be obsolete in a few years.

In June 2012, an appropriation transfer provided financing of \$1.2 million to replace the existing coaxial cable with CAT 6. The replacement of the coaxial will eliminate the need for the original discontinued equipment or similar units while enabling the new card access system to receive future upgrades. The June appropriation also provided financing for FCC certified readers, controllers, panels, and cable. The cable replacement will be complete early in 2014.

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This December 2013 appropriation transfer will provide an additional \$150,000 to upgrade computers and servers and to provide additional financing for additional County and contractor staff time on the project. The existing server stations and desk top work stations are not able to handle the latest version of the server software. The new enterprise class servers will support the new software site licenses and the SQL database for the new card access system.

WG01201 1000 MG Waterspheroid

Two 2009 appropriations provided a combined approximately \$3,500,000 for the construction of a million gallon Watersheroid Tank on the Milwaukee County Grounds.

The construction of the tank was substantially completed in November 2012. As a result of the completion of the project, the new elevated storage for the County's water system is 2,000,000 gallons. The project is currently in the process of being closed out and has only punch list items remaining. The project is estimated to have a surplus of \$250,000.

This appropriation transfer would reallocate \$150,000 of expenditure authority from this project to the Courthouse Complex Automation and Access project. There is also another appropriation being considered by the Finance, Personnel, and Audit Committee that would reallocate an additional \$60,000 from the project to Project WS03201 Variable Air Volume Boxes.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

	<u>From</u>	<u>To</u>
6) <u>WO11406 Safety Building Improvements #</u>		
8509 – Other Improvement- (CAP)		\$700,000
<u>WO11411 Courthouse Complex Improvements #</u>		
8502 – Major Maint Building (EXP)	\$700,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$700,000 is requested by the Director of the Department of Administrative Services-Architecture, Engineering, and Environment Section (A/E) to reallocate funds from capital project WO11411 Courthouse Complex Improvements to capital project WO11406 Safety Building Improvement.

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WO11406 Safety Building Improvements

The 2011 Adopted Budget included an appropriation of \$750,000 for the restoration of the existing exterior masonry at the three penthouse facades on the roof area and the interior wall surfaces of the safety building. The financing for the project was provided from general obligation bonds. The scope of work associated with the project was identified as “Priority 1” items through the 2010 facade evaluations that was performed by Graef-USA Inc. The scope of work also included the tuckpointing and restoration of the brick masonry of the exterior walls in the Sheriff’s Gym Light Court #1. New metal copings were installed on the parapet walls around the light court and the interior room finishes of the penthouses and the upper floor would occur.

During the construction phase of the renovation of the masonry parapets surrounding the central light court including the those on the north and south penthouses, unforeseen conditions were exposed that included excessive deterioration of the brick veneers masonry back-up and steel lintels. The requested appropriation transfer would provide funding to address the masonry parapet issues. If this fund transfer is approved, A/E staff anticipates that work on the parapets will be completed in July of 2014. A/E staff has also indicated that a future fund transfer in the Fall of 2014 will likely be required in order to provide necessary funding for metal siding on the penthouse facades.

WO11411 Courthouse Complex Improvements

The 2011 Adopted Budget also included an appropriation of \$996,000 for improvements at the Criminal Justice Facility (CJF) and the Safety Building. The majority of the appropriation was budgeted to caulk all building faces of the CJF. Other improvements include repairing panels, anchoring bird control strips/pipe railing spalled quirk-miter, and removing loose stone at a cornice. The financing from the project was initially provided from University of Wisconsin-Milwaukee land sale revenue; however since the revenue was not going to be received in 2011, approximately \$100,000 was replaced with sales tax revenue in June 2011 through County Board Resolution 11-304 for the design work associated with the project. The 2012 Capital Improvements Budget included an appropriation of \$1,500,000 for the balance of the work associated with the project as well as the rebuilding of the parapet on the exterior of the Safety Building.

An October 2012 appropriation transfer removed \$274,000 of funding from the project to provide funding to Project WO118 Milwaukee County Historical Society Building. The funds were used to perform temporary repairs that allowed the fence surrounding the building to come down and the funds were to be used to hire a consultant who will develop a plan for long term restoration of the building, look at schematic design, and analyze potential phasing for construction. The funding for Project WO11411 Courthouse Complex Improvements was replenished in the 2013 Capital Improvements Budget.

To date, work completed on project WO11411 Courthouse Complex Improvements includes planning, design, preparation of bid documents, and formal bidding process on both adopted projects. However, construction bids received by A/E staff significantly exceeded pre-bid cost estimates by the design

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consultant. As a result, the project is temporarily on hold in order to establish a revised project budget. A/E staff has indicated that a temporary construction delay in this project does not pose a life/safety risk as A/E staff will be conducting periodic inspections to monitor the building condition. A/E staff will work with Comptroller and DAS-Fiscal Affairs staff to coordinate a schedule to replenish the budget and award the contract based on A/E revised project cost estimates.

This fund transfer will reallocate expenditure authority of \$700,000 from capital project WO11411 Courthouse Complex Improvements to capital project WO11406 Safety Building Improvement.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

	<u>From</u>	<u>To</u>
7) <u>WC07001 Domestic Violence Area Reconstruction #</u>		
8509 – Other Improvement- (CAP)		\$200,000
<u>WV02501 Rawson Avenue Pump Station #</u>		
6146 – Prof. Serv Cap/Major Maint		\$200,000
8527 – Land Improvements		\$460,000
<u>WO22103 Data Center and Equipment Construction #</u>		
6030 – Advertising	\$500	
6050 – Contract Personal Services (short)	\$1,000	
6080 – Postage	\$500	
6146 – Prof. Services Cap/Major Maintenance	\$52,160	
7930 – Photo, Prtg, Repro, and Bindg	\$500	
9706 – Prof Div Services	\$55,340	
9716 – DBE Services	\$2,000	
8502 – Major Maint Bldg- (EXP)	\$748,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$860,000 is requested by the Director of the Department of Administrative Services to increase expenditure authority for Project WC07001 Domestic Violence Area Reconstruction and Project WV02501 Rawson Avenue Pump Station and to decrease expenditure authority from Project WO22103 Data Center Equipment and Construction.

WC07001 Domestic Violence Area Reconstruction

An unoccupied portion of the third floor of the Safety Building in and around room 302, which was formerly used to house inmates, will be built out to provide one location for the Domestic Violence Unit, which is currently located throughout the Safety Building and the Criminal Justice Facility. The consolidation of services and space will allow greater communication between victims of domestic abuse, victim witness specialists, assistant district attorneys, law enforcement officials and confidential advocates working for Sojourner Family Peace Center. The relocation of the offices will also reduce the

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incidents of a victim crossing paths with their perpetrator's family and friends while attending meetings with the District Attorney staff.

The 2011 Adopted Budget included an appropriation of \$459,000 in reallocated 2010 bonds to finance the project. Additional funding amounts of \$168,000 and \$230,000 were added in an October 2011 appropriation transfer and the 2013 Adopted Budget respectively.

The first phase of work was completed in March 2013. It included demolition of existing cell bars, removal of existing window barriers, removal of hazardous building material, removal of existing walls, and removal of existing cell plumbing.

The second phase of the project will be completed by the end of 2013 and includes the construction of new walls and flooring and ceiling system. It also includes the installation of new HVAC and fire suppression systems.

The office space that will be used by the Sojourner Family Peace Center will be financed with the 2013 bond proceeds since the 2010 bond proceeds are Build America Bonds that are not permitted to be used to finance any private activity. The Sojourner Family Peace Center is a non-profit entity.

This December 2013 appropriation transfer will provide \$200,000 to cover the existing deficit of approximately \$130,000 and will provide additional funding to projected higher costs for the HVAC system, demolition expenses, and consultant/staff fees.

WV02501 Rawson Avenue Pump Station

In December 2012 the pumps and motors on the Rawson Avenue Pumping Station failed and were out for four days, Milwaukee County Department of Transportation (DOT) maintenance crews had to manually pump the stormwater until the pumping station motors and pumps could be repaired. The estimated cost for the manually pumping alone was over \$20,000. Through the winter of 2012 and spring season of 2013 both pumps and motors have been repaired or replaced. We Energies has also advised of electrical issues that need repair associated with the needed repairs to the pumping station. Due to the stress put on the system from the wetter than normal spring, DOT is concerned the pump will fail either prior to, or during, the winter. Currently, only one pump is working and it is providing a stressed load on the motor running it.

In June 2013, the Department of Transportation provided a Notification of Emergency Repair for the Stormwater Pumping Station- W. Rawson Avenue. The estimated cost of replacement was \$350,000 and financing was provided by unspent bonds as was provided through County Board Resolution 13-633.

In September 2013, \$1,648,000 of additional financing was added to the project through County Board Resolution 13-712. As work progressed it was discovered that the pump station needed to include much

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larger pumps, approximately 2,000 feet of storm ditch grading, and an additional ten feet deeper excavation in order to meet the City of Oak Creek Storm Water Management Plan. Utilities in or adjacent to the pump station including a 16” natural gas main, water main, overhead electric cannot be relocated. As a result, the pump station work required additional protective measures to ensure that the existing utilities do not get damaged.

Further work on this project has identified the need for additional funding of \$660,000. A/E staff has indicated that the original design was “fast-tracked” due to the emergency nature of the work. However, there were a number of unanticipated special conditions that were not in the initial design. These special conditions dramatically added to the bid price. In addition, identification of underground and above ground utilities and the requirements to maintain and protect these features have evolved over the last several weeks. The contractor will be required to construct the project amid severe space and maneuverability constraints, avoid the utilities, and meet the tight schedule. These conditions are site specific and significantly added to the project cost.

This appropriation transfer will provide an additional \$660,000 of financing necessary to complete work on the project.

WO221 Data Center Equipment at Construction

In March 2011, an appropriation of \$330,000 was provided for Project WO221 Phase 1 (WO22101) of Data Center Equipment and Construction at the Mechanical Equipment Room (MER) in the Criminal Justice Facility (CJF). Phase 1 of the project included a new power feed, an uninterruptible power supply (UPS), and in line air conditioning. Two HVAC units would also be purchased and installed. The move of equipment from Room G2A at the County Courthouse was being done to ensure that sufficient capacity would be available within the IT infrastructure to meet the projected demand for both current and in-process IT initiatives. The MER was thought to serve as a better alternative to G2A since it has sufficient floor space; available capacity for electrical, fire suppression, and HVAC; a raised floor for better air circulation and more space for cabling. An October 2012 appropriation transfer added \$41,000 to cover higher than anticipated design costs.

The 2013 Capital Improvements Budget included an appropriation of \$1,075,800 for Phase 2 of the project. Phase 2 was to include \$178,200 for the fire system replacement (WO22102) and \$897,600 for the replacement of the Computer Room Air Conditioner (CRAC) and other components and the installation of a 120 KVA uninterrupted power system (WO22103).

Fire Suppression System Replacement (WO22102)

The replacement of the current wet (water) piped fire suppression with gaseous (pentafluoroethane or FE-25) fire suppression. The installation of the gaseous fire suppression system will significantly reduce the risk to the critical systems and equipment currently contained within this data center. This type of fire suppression system is used in situations where water based fire sprinkler systems could damage critical equipment. In addition, the current ceiling was to be replaced with a gasket ceiling system.

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CRAC Replacement and Uninterrupted Power Supply Installation (WO22103)

Phase 2 was also to include the demolition of the current Computer Room Air Conditioner (CRAC) unit (circa 1992), installation and related components of three (3) in-line CRAC coolers, the installation of a 120 KVA UPS (1,000 volt amps uninterrupted power system, backbone cabling and associated components). The CRAC units are needed to keep servers and other equipment at acceptable temperatures so that they function properly. The UPS serves as a temporary back up in the event of a loss of power before the generator takes over.

The second phase of the project was to allow for the gradual removal of equipment in G2A and placing the newly purchased equipment in the MER. A third phase was to include the development of a disaster recovery (DR) site. A DR site is necessary to ensure the continuity of operations and availability of critical resources in the event of a disaster. It was anticipated a DR plan will be part of a future IMSD capital request.

Phase 3 Disaster Recovery Site

On July 6, 2013 a fire occurred at the Milwaukee County Courthouse. After the fire, it became apparent to IMSD that deficiencies with respect to the current data center's environmental controls (power, fire suppression, and HVAC), as well as, data replication and failover capabilities, require greater inspection. It is very critical that the continued operation of the County's systems is ensured and they are able to rapidly recover.

The 2014 Adopted Budget includes an appropriation of \$250,000 for the planning and design of a computing solution for disaster recovery services. This project (Project WO221 Disaster Recovery) will provide the overall architecture and plan to deploy new disaster recovery services in future years. The 2014 five year plan includes an appropriation of \$1,200,000 in 2015 and \$800,000 in 2016. Due to the deficiencies in the current data center locations (G2A and the MER), and the availability of funding in 2014 to pursue other options for disaster recovery services, IMSD has recommended that the current funding budgeted for Project WO221 Data Center Equipment and Construction be available to be made available to other capital improvements.

This appropriation transfer will reallocate \$860,000 from Project WO22103, but leaves in place the expenditure authority that is necessary to replace the fire suppression system. Completion of the replacement of the fire suppression system will reduce the risk to the equipment while it is still located in the MER.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

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11-25-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
D INTER-DEPARTMENTAL

File No. 13-1/13-944
(Journal, December 20, 2012)

Action Required

Finance Committee
County Board (Majority Vote)

WHEREAS, department requests for transfers between separate departmental accounts have been received by the Department of Administration, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administration, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>1000 – Office of the County Board</u>		
5199 – Salaries – Wages Budget	\$130,000	
5312 – Social Security Taxes	\$10,000	
<u>3270 – Office of the County Clerk</u>		
5199 – Salaries – Wages Budget		\$65,000
5312 – Social Security Taxes		\$5,000
<u>1011 – Office of the County Executive</u>		
5199 – Salaries – Wages Budget		\$65,000
5312 – Social Security Taxes		\$5,000

Request

A transfer in the amount of \$140,000 is requested by the Director of Administrative Services to reallocate expenditure authority for salary and social security costs for positions that have been transferred between departments due to County and State law changes.

During 2013, four positions were been transferred from the County Board of Supervisors to the Office of the County Clerk as a result of 2013 ADOPTED County Resolution #13-560. One of these positions, Support Services, is currently vacant. The positions were transferred during pay period 18, and their salary and social security costs have been charged to the Office of the County Clerk since that date. This

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transfer is necessary to reallocate these costs from the County Board to the Office of the County Clerk. This fund transfer is based on the actual salary and social security costs of the impacted positions.

Also during 2013, two intergovernmental relations positions were transferred from the Office of the County Board of Supervisors to the Office of the County Executive prior to Pay Period 14 as a result of 2013 Wisconsin Act 14. The salary and social security costs for these positions have been charged to the Office of the County Executive since that date.

The modified 2013 budget for salaries within the Office of the County Board of Supervisors is \$2,643,883 (including a fund transfer in the October cycle that moved \$185,000 in salary costs to other areas), and the modified budget for social security taxes is \$216,177. Based on most recent pay period data, it is estimated that final salary and social security costs for the County Board of Supervisors will be \$2,280,000 and \$174,000 respectively. This would result in surpluses of \$366,600 in salaries and \$42,200 in social security taxes.

Implementation of this fund transfer will leave sufficient room in all three offices for employee salary and social security costs for all reallocated positions.

Because employee fringe benefit costs are "broken even" at the close of the fiscal year and surpluses or deficits in these accounts are realized centrally within the Employee Fringe Benefits budget, this transfer does not impact these accounts.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

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11-25-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
E DEPARTMENTAL – OTHER CHARGES File No. 13-1/13-944
(Journal, December 20, 2012)

Action Required
Finance, Personnel and Audit Committee
County Board (Majority Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>9000 – Parks, Recreation, and Culture</u>		
6503 - Equipment Rental-Short Term		\$14,000
0755 - Reserve for Imprest Fund	\$14,000	

A fund transfer of \$14,000 is requested by the Director of Parks, Recreation and Culture to decrease the Parks Department Imprest Fund from \$52,155 to \$38,155

The Imprest Fund is used as start up cash for revenue producing operations in the Park System and to reimburse employees for petty cash purchases. Milwaukee County General Ordinances Section 15.17 authorizes the Parks Department to maintain an Imprest Fund in the amount of \$42,155 from November to April and \$56,155 from May to October. \$14,000 was transferred from the operations account to the Imprest Fund in April 2013.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

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11-25-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
F DEPARTMENTAL

File No. 13-1/13-944
(Journal, December 20, 2012)

Action Required

Finance, Personnel and Audit Committee

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) 327 – Office of the County Clerk		
7973 – Minor Office Equipment		\$6,000
6409 – Printing & Stationary	\$6,000	

Request

An appropriation transfer of \$6,000 is requested by the Office of the County Clerk to increase expenditure authority in the commodities series and decrease expenditure authority in the services series. The appropriation transfer request provides funding for a Microfilm scanner.

The County Clerk maintains numerous microfilm copies of County documents and legislative records. These can degrade over time, resulting in possible loss of data. Therefore, the County Clerk intends to convert these microfilm copies to a digital format that will be easier to access and provide a more robust format for long term storage. This transfer realigns expenditure authority from Printing & Stationary to Minor Office Equipment, which will enable the purchase of a scanner to facilitate the conversion.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

	<u>From</u>	<u>To</u>
2) 3090 – County Treasurer		
8466 – Unpaid Personal Property Tax	\$30,000	
3090 – County Treasurer		
6147 – Professional Services – Data Processing		\$30,000

Request

A transfer in the amount of \$30,000 is requested by the County Treasurer to reallocate expenditure authority from unpaid personal property tax to professional services.

This transfer would cover the cost of software, data conversion, and training to include West Allis and Greenfield in the County’s uniform property tax database. By including more municipalities in the database, the County Treasurer will be able to perform the operation of the annual delinquent tax settlement in a more timely and efficient manner.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

		<u>From</u>	<u>To</u>
3)	104 – DAS Community Business Development Partners		
	6148 – Prof Svcs - Recurring Operations		\$50,000
	5199 – Salaries and Wages	\$46,175	
	5312 – Social Security	\$3,825	

Request

An appropriation transfer of \$50,000 is requested by DAS CDBP to increase expenditure authority in the contractual services series and decrease expenditure authority in the personal services series. The appropriation transfer request provides funding for contract consulting services.

DAS CDBP has been without a permanent director since July 2013. Dr. Ruben Anthony has been leading CDBP since that time. File #13-785 adopted on November 12, 2013 authorizes payment for invoices for work completed between July 29, 2013 and September 12, 2013. This transfer realigns expenditure authority from Salaries and Social Security to Professional Services to ensure that the necessary funds exist in the appropriate accounts.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

		<u>From</u>	<u>To</u>
4)	105 – DAS Procurement		
	6050 – Contract Pers Svcs - Short		\$13,000
	6149 – Prof Svc – Non Recurring Ops		\$80,000
	5199 – Salaries and Wages	\$85,886	
	5312 – Social Security	\$7,114	

Request

An appropriation transfer of \$93,000 is requested by the DAS Procurement division to increase expenditure authority in the contractual services series and decrease expenditure authority in the personal services series. The appropriation transfer request provides for temporary staffing assistance and consulting services.

DAS Procurement filled one of two vacancies in October, and the second position is under recruitment. Throughout this process, temps have been used to ensure the completion of the day to day operations. Therefore, DAS Procurement is requesting to realign expenditure authority in the amount of \$13,000 from Salaries and Social Security to Contract Services – Short Term to ensure that sufficient funds are available to cover expected costs for temporary staffing until the remaining vacancy is filled permanently.

Procurement is also requesting to realign expenditure authority of \$80,000 from Salaries and Social Security to Professional Services – Non-recurring Operations to provide funding for a National Institute of Government Purchasing (NIGP) analysis of Milwaukee County Procurement practices as compared to industry best practices.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

	<u>From</u>	<u>To</u>
5) 1160 – DAS-IMSD		
5199 – Salary and Wages	\$390,000	
5312 – Social Security	\$ 29,835	
 1160 – DAS-IMSD		
6147 – Professional Services – Data Processing		\$419,835

Request

A transfer in the amount of \$419,835 is requested by Chief Information Officer, Department of Administrative Services - Information Management Services Division (IMSD) to increase expenditure authority in the Services account series and to decrease expenditure authority in the Personal Services account series.

IMSD has been working with the Department of Human Resources throughout 2013 to fill vacant positions. This transfer is a reflection of IMSD’s current inability to fill these positions. Those vacant and funded positions represent gaps in IMSD’s ability to effectively provide necessary and important services for the support of existing technologies and implementation of new capabilities and services. Until those positions can be filled with capable individuals, IMSD will continue to maintain funds in the Services account series on an as needed basis in order to minimize expenditures and maintain current levels of service and project support for such efforts as security, Desktop Transformation, Forward 45 and a whole host of other planned and unplanned work that exists with IMSD’s approved project

portfolio. An example of unplanned work is the Courthouse fire that had a significantly negative impact on resource management within IMSD.

IMSD will continue to work with Human Resources to fill those positions that are currently open and funded in order to avoid this type of sizeable transfer from happening in the future. This might include reclassifying some positions in order to effectively compete for qualified resources in the Metro-Milwaukee area.

This fund transfer is requested to increase expenditure authority for the IMSD in the Services account series and to decrease expenditure authority in the Personal Services account series.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 26, 2013.

	<u>From</u>	<u>To</u>
6) 1950 – Employee Fringe Benefits		
5400 – Health Insurance – WPS Self Ins	\$562,000	
1950 – Employee Fringe Benefits		
8299 – Other Contributions		\$562,000

Request

A transfer in the amount of \$562,000 is requested by the Office of the Comptroller to reallocate expenditure authority within the Employee Fringe Benefits non-departmental organizational unit based on updated pension and health insurance costs.

Milwaukee County is required to pay for the ongoing pension-related costs for former Milwaukee County Doyne Hospital employees that shifted to URMS, a joint venture between Froedtert Hospital and Doyne Hospital formed in 1989.

The 2013 Adopted Budget includes \$2,106,000 for these pension costs. The most recently-provided actuarial report indicates these costs will be \$2,617,000. The actual cost will not be determined until a final actuarial report is issued later in the year. The increase is largely based on federal regulations that dictate the assumed rate of return for pension plans such as this one, which are closely tied to interest rates, which remain at historical lows. As a result of this lower rate of return, the required contribution will increase.

The Office of the Comptroller is currently estimating there will be a surplus in health insurance expenditures of at least \$562,000. This transfer would reallocate some of the surplus in health care expenditures to the line item for the Doyne Pension so that the payment can be made.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 22, 2013.

2013 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

2013 Budgeted Contingency Appropriation Budget \$4,103,329

Approved Transfers from Budget through November 25, 2013

4000 - Equipment rental for EMU	\$ 57,500
4300 - Equipment rental for EMU	\$ 600,000
1130 - Misc. legal fees related to MPM lease	\$ (100,000)
4300 - Equipment Rental for EMU	\$ (657,500)
WO444 - Electronic Medical Records System	\$ 2,000,000
WC100 - Courthouse Major Maintenance	\$ (200,000)
4300 - HOC Inmate Medical Service Fees	\$ (2,000,000)
Zoo Interchange Land sale Revenue per CB Res 13-699	\$ 2,837,416
3010 - Election Commission for dispute settlement	\$ (38,000)
4300 - HOC Inmate Medical Service Fees	\$ (605,250)

Contingency Balance November 25, 2013	\$5,997,495
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Transfers Pending in Finance, Personnel & Audit Committee through November 25, 2013	\$ -
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1961 - Litigation Reserve	\$ (75,000)
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Total Transfers Pending in Finance, Personnel & Audit Committee	\$ (75,000)
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Net Balance	\$ 5,922,495
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