

MILWAUKEE COUNTY FISCAL NOTE FORM

FILE NO. 21-644

DATE: June 7th, 2021

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the Director of DAS-FMD, Facilities Planning & Development Section, requesting authorization to award a professional services agreement to Quorum Architects, Inc. for 2020 Capital Project WP700-20146, Kosciuszko Community Center Facility Community Needs Planning Study.

FISCAL EFFECT:

- No Direct County Fiscal Impact Increase Capital Expenditures
 - Existing Staff Time Required
 - Decrease Capital Expenditures Increase Operating Expenditures
 - (If checked, check one of two boxes below) Increase Capital Revenues
 - Absorbed Within Agency's Budget Decrease Capital Revenues
 - Not Absorbed Within Agency's Budget
 - Decrease Operating Expenditures Use of contingent funds
 - Increase Operating Revenues
 - 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 (2021)	Subsequent Year (2022)
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.
 - A. Implementation of 2013 Wisconsin Act 14 with regard to purchase of professional service agreements (under the Milwaukee General Ordinance Chapter 56) for capital projects requires County Board passive review for award of the initial agreement, or fee extension(s) to the original agreement, when the total contractual fee exceeds \$100,000 but is less than \$300,000. The professional services agreement will help bring clarity to the future of the Kosciuszko Community Center, help to better understand the desired uses and recreational trends, engage the public to clarify local needs, and provide guidelines for physical and functional design of the facility of the future that can better meet these needs in a sustainable manner.
 - B. Requesting approval to enter into a professional services agreement with Quorum Architects, Inc. for facility planning services at Kosciuszko Community Center. Proposals were solicited from consultants, and three responsive proposals were received. Upon review of proposals by County staff, consensus was to award professional services agreement to Quorum Architects for their proposed fee of \$147,360.
 - C. There are sufficient funds in the capital project WP70001 to award the requested professional services agreement to Quorum Architects, Inc. for the Kosciuszko Community Center Facility Community Needs Planning Study. The study will begin in June 2021. There is no budget impact for this contract.

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

D. No assumptions or interpretations were utilized to provide the information on this form.

Department/Prepared By: Peter Nilles, Director, DAS-FMD Facilities Planning and Development Section

Authorized Signature *Peter Nilles* _____

Did Fiscal Staff Review? Yes No

Did CBDP Review? ² Yes No

Not Required

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