

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE : February 15, 2019

TO : Scott Manske, Comptroller, Office of the Comptroller; Chairperson, Capital Improvements Committee

FROM : Vince Masterson, Capital Budget Coordinator; Office of Performance, Strategy and Budget, Department of Administrative Services

SUBJECT: Capital Improvements Committee (CIC) Scoring Criteria Review and Update

Pursuant to Milwaukee County Ordinance (Section 36.03(b)/(c)) the CIC is responsible for the establishment of capital project scoring criteria (criteria) and prioritization of the projects based upon that criteria. Thereafter, the CIC submits a (non-binding) prioritized capital projects report (typically in August) to the County Board and County Executive to assist with the development of the annual capital budget.

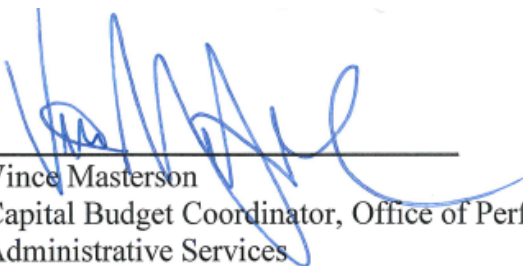
Discussions regarding the potential updating of the capital criteria was introduced by the Department of Administrative Services (DAS) Director at the 8-21-18 CIC meeting (agenda [item #7](#)) and the 8-30-18 CIC meeting (agenda [item #5](#)). These are outlined below (items #1 through #3) as potential criteria updates. In addition, items #4 and #5 are proposed as potential criteria updates as well.

1. Building Mission Category component to account for service, utilization, and long-term disposition (see [attachment #1](#) for category definitions created by the DAS-Facilities Management)
 2. Fleet (and Bus) replacement program(s) weight (review of current ROI criteria)
 3. Technology weight to support security risks mitigation (possibly incorporate into existing Life/Safety criteria)
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4. Racial equity scoring component
 5. Consolidated Facilities Planning scoring component (possibly addressed via item #1 above)

As an initial first step, the DAS-Office of Performance Strategy (PSB) is proposing establishment of a temporary workgroup to convene within the month of April with the goal of reviewing and updating the existing criteria. Recommendations from the temporary workgroup would then be presented to the full CIC for review and approval of any proposed changes to the scoring criteria. In order to include key staff and expertise, a proposed (base) workgroup would be comprised of (but not limited to) the following County stakeholders:

- | | |
|------------------------------------|---|
| A. CEX Staff | -----> *1 staff representative |
| B. CIC members (elected officials) | -----> *@ least 1 County Board member (or designee) that sits on the CIC |
| C. CIC members (staff) | -----> *@ least 1 County Dept member that sits on the CIC (i.e. Dept of Transportation Director, or designee) |
| D. Dept Management | -----> *DAS-Facilities Management representative
*DAS-Information Management Services Division representative
*Parks representative
*Office on African American Affairs representative
*Comptroller Office representative |

In concert with the CIC, the PSB respectfully requests the opportunity to review and update the CIC scoring criteria in anticipation of the 2020 capital budget development process.



Vince Masterson
Capital Budget Coordinator, Office of Performance, Strategy and Budget, Department of
Administrative Services

Cc: Chris Abele, County Executive
Theodore Lipscomb, Sr., Chairperson, Milwaukee County Board of Supervisors
Kathleen Ehley, Mayor, City of Wauwatosa
John F. Weishan, Jr., Supervisor, Milwaukee County Board of Supervisors
James "Luigi" Schmitt, Supervisor, Milwaukee County Board of Supervisors
Willie Johnson, Jr., Supervisor, Milwaukee County Board of Supervisors
Donna Brown-Martin, Director, Department of Transportation
Joe Lamers, Director, Department of Administrative Services-Office of Performance, Strategy
and Budget
Raisa Koltun, Chief of Staff, County Executive
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Nicole Brookshire, Director, Office on African American Affairs
Teig Whaley-Smith, Director, Department of Administrative Services
Stephen Cady, Research & Policy Director, Research Services Division, Office of the
Comptroller
Janelle Jensen, Legislative Service Division Manager, County Clerk's Office

Building Asset Mission Category Definitions

August 2018

Mission Category 1

- Provides 24-hour housing for people
 - correctional facilities
- Provides a work place for MC employees (> 100 people)
- Provides critical Airport services
- Provides medical services
- Provides critical Office of Emergency Management services

Mission Category 2

- Provides a work place for MC employees (< 100 people)
- Provides a major community service – 365 days/year
 - cultural facilities
 - zoo exhibit buildings
 - community centers
 - senior centers
 - recreation centers
- Provides a major maintenance function
 - facility maintenance shops
 - vehicle maintenance shops
- Provides a critical site mission function
 - parking structure
 - utility facilities

Mission Category 3

- Provides a community service – seasonal facilities
 - major park shelters
 - outdoor aquatic facilities
 - concession stands
- Provides a minor maintenance function
 - facility maintenance shops
 - vehicle maintenance shops
- Provides a minor site mission function
 - animal exhibit/holding facilities

Mission Category 4

- Provides a temporary work place for MC employees (< 5 people)
 - ticket booths
 - toll booths
- Provides a minor public shelter
- Provides a large storage function (minor occupancy)
 - MC vehicle storage
 - airline storage
 - warehousing

Mission Category 5

- Provides a small storage function (typically unoccupied)