

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: December 16, 2022

To: Supervisor Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Lynn J. Fyhrlund, Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services

Subject: From the Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services (DAS-IMSD), requesting approval to execute a professional service agreement with Baker Tilly, for digital transformation consulting services for total fees of \$498,131.

File Type: Action Report

REQUEST

The Director and Chief Information Office, Information Management Services Division, Department of Administrative Services (DAS-IMSD), requests approval to execute a professional service agreement with Baker Tilly, for digital transformation consulting services for total fees of \$498,131, including travel fees.

POLICY

Implementation of Wisconsin Statutes 59.21(31) with regard to purchase of professional service agreements (under the Milwaukee General Ordinance Chapter 56) for Capital projects requires County Board approval to award the initial agreement, or fee extension(s) to the original agreement, when the total contractual fee exceeds \$300,000.

Wisconsin State Statutes:	Wis Stat 59.21(31)
Milwaukee County Code of General Ordinances	Chapter 56
Specific Adopted Capital Project	WY072601

BACKGROUND

In December 2021 (ARPA Task Force) and February 2022 (Finance Committee and County Board), DAS-IMSD requested authorization of \$500,000 of ARPA funds for the purpose of establishing a digital transformation assessment project, with the output of an executable roadmap of follow-on projects.

After the County Board's approval in February 2022, DAS-IMSD and Procurement issued a Request for Proposal (RFP) for the digital transformation assessment project. Baker Tilly was awarded the project in October 2022, and DAS-IMSD and Procurement have completed contract negotiations. The assessment is scheduled to start upon the County Board's approval of this contract.

Related File No's:	HRA21-482, 22-106
Previous Action Dates(s):	December 2, 2021, February 3, 2022

ALIGNMENT TO STRATEGIC PLAN

- 1C: Increase the number of County contracts awarded to minority and women-owned businesses
- 2A: Determine what, where, and how we deliver services to advance health equity
- 2B: Break down silos across County government to maximize access to and quality of services offered
- 3B: Enhance the County's fiscal health and sustainability

FISCAL EFFECT

\$498,131 of the previously allocated \$500,000 of ARPA funds for a digital transformation assessment project (WY072601). There is no tax levy impact.

TERMS

This contract shall commence on the Contract Effective Date and shall continue in full force and effect until eight (8) months from the Contract Effective Date, unless terminated.

VIRTUAL MEETING INVITES

- Lynn Fyhrlund – Director and Chief Information Officer, Information Management Services Division, Department of Administrative Services
- Matt Johnson – IT Director Governance and Business Solutions, Information Management Services Division, Department of Administrative Services

PREPARED BY:

Matt Johnson – IT Director Governance and Business Solutions, DAS-IMSD



Lynn J. Fyhrlund

Director and Chief Information Officer

Information Management Services Division, Department of Administrative Services

APPROVED BY:



Aaron Hertzberg

Director of Administrative Services

Department of Administrative Services

ATTACHMENTS:

Attachment 1 is the Fiscal Note

Attachment 2 is the Board Resolution

Attachment 3 is the Contact

cc: David Crowley, County Executive
Liz Sumner, Chairperson, Committee on Finance
Sequanna Taylor, Vice-Chairperson, Committee on Finance
Mary Jo Meyers, Chief of Staff, County Executive's Office

Kelly Bablitch, Chief of Staff, County Board of Supervisors
Janelle M. Jensen, Legislative Services Division, Office of the County Clerk
Aaron Herzberg, Director of Administrative Services
Margaret Daun, Corporation Counsel
Scott B. Manske, Comptroller
Joseph Lamers, Director of Performance, Strategy & Budget
Amy McKinney, Sr. Budget and Management Analyst
Elena LaMendola, Financial Manager, Central Business Office
Steve Cady, Director of Research & Policy, Office of the Comptroller
Shanin Brown, Committee Coordinator, Office of the County Clerk