

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Date: August 22, 2011

To: Supervisor Michael Mayo, Chairman, Committee on Transportation, Public Works
Supervisor Johnny Thomas, Chairman, Committee on Finance and Audit

From: Jack H. Takerian, Director of Transportation and Public Works

Subject: **Internal And External Inspection Of All County Buildings – Follow Up
Informational Report**

Background

During a County Board Committee of the Whole meeting on 07/29/2010 considering the June 24, 2010 tragedy at O'Donnell Park Parking Structure, Supervisor Coggs made a motion to direct the Department of Transportation and Public Works (DTPW) staff to prepare a report on a proposal to inspect all County buildings, both internally and externally, and submit its findings to the Committees on Finance and Audit and Transportation, Public Works and Transit. In the September 2010 County Board committee cycle, DTPW submitted a report dated 8/28/10 to the Committee on Transportation, Public Works and Transit and the Committee on Finance and Audit. This informational report discussed the existing ongoing Building Assessment Program, the Façade Inspection Program required by City of Milwaukee Ordinance for County Buildings of a certain height within the City of Milwaukee and the County's Façade Evaluation of 106 buildings performed in 2010. In February 2011, DTPW submitted a report dated 2/8/10 to the Committee on Transportation, Public Works and Transit and titled 2011 Adopted Capital Budget – Internal and External Building Evaluation and Repair Project Status – Informational Report. This report highlighted the amount of project work to be completed and the critical lack of funding available.

As a follow up to these façade inspections and evaluations, DTPW staff met with the Façade Evaluation Team made up of 11 local consulting firms with expertise in façade condition assessment. Using the team member's knowledge of national and international best management building operation and maintenance practices, the outcome of this meeting was the development of a draft of a detailed building and grounds systems assessment manual that could be applied to all Milwaukee County buildings. The manual addresses the exterior as well as the interior of the buildings, including structural integrity and includes a checklist that could be used as written documentation of the building condition on an annual basis. This manual is intended to be used by existing County building maintenance staff during annual building condition reviews. A copy of this draft manual is attached to this report along with a listing of County facilities.

This manual is the first step in implementing a County-wide policy approved in concept in the 2011 DTPW Operating Budget requiring County building maintenance staff to assess the condition of their buildings annually. This report provides a status report to the County Board on DTPW efforts to implement that policy.

Fiscal Impacts

Currently there is no dedicated or separate funding source for implementation of the annual building assessment policy. Departments can use the Operations & Inspection Manual as a guide for their own

maintenance personnel to use on the assets owned by Milwaukee County. Once the Department of Transportation & Public Works has the necessary funding available Countywide inspections will begin. This will ensure that "Owner Departments" are following the guidelines outlined in this manual.

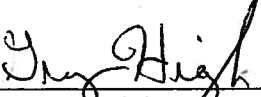
A different approach can also be used with the existing VFA Facilities Assessment Program. Currently the cost per square foot of building floor space averages \$0.53 per square foot initially and \$0.30 per square foot thereafter since much of the documentation is already in place. Using this cost on 120 buildings, total cost for the Facilities Assessment Program to revisit each of these buildings every 5 years would be approximately \$150,000 per year. Problems with the interior structural system would most likely be discovered during the facilities assessment process. Further in depth investigation would be implemented as required.

Prepared by: Gregory G. High

Approved by:



Jack H. Fakarian, Director
Transportation & Public Works



Gregory G. High
Director, AE&ES Div., DTPW

Attachments: 1. Operations & Inspection Manual
2. VFA Listing of 902 County Facilities

cc: County Executive Chris Abele
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Supervisor John Weishan, Vice-Chair Transportation, Public Works & Transit Committee
George Aldrich, CEX Chief of Staff
Terry Cooley, CB Chief of Staff
Jerry Heer, Director, Department of Audit
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