

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**DATE:** February 10, 2014

**TO:** Supervisor Marina Dimitrijevic, Chairperson, County Board of Supervisors  
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee

**FROM:** Greg High, Director, AE&ES Section, Facilities Management Division, Department of Administrative Services

**SUBJECT: DAS –FM STAFFING PLAN/CONSULTANT USE FOR 2014 CAPITAL IMPROVEMENTS**

**POLICY**

Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services, Facilities Management Division (DAS-FM) shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit an updated report on public works capital projects requiring the use of any professional services contract.

**BACKGROUND**

The Department of Administrative Services, Facilities Management Division has reviewed the approved 2014 adopted capital projects and has established the attached updated staffing and consultant use plan proposals for each. There are no significant changes to this staffing plan from that proposed in the adopted capital budget.

We have also indicated on the attached spreadsheets our recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DAS-FM. In 2014, several Owner Departments will manage specific projects directly and therefore have signature authority for any expenditure as indicated on the attached spreadsheet. County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project.

**RECOMMENDATION**

The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for approved 2014 adopted capital projects.

Supervisor Marina Dimitrijevic  
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Date: February 10, 2014

Prepared by: Gregory G. High

Approved by:

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Gregory G. High, P.E., Director  
AE&ES Section, DAS-FM Division

GGH:

Attachments (3):      2014 Capital Project Staffing Plan  
                                 Chapter 56, Section 56.20  
                                 Chapter 56, Section 56.30 (4)(a)(1)

cc:      Chris Abele, Milwaukee County Executive  
         Amber Moreen, Chief of Staff, County Executive's Office  
         Michael Mayo Sr., Chair, Transportation, Public Works and Transit Committee  
         Willie Johnson, Jr., Co-Chair, Finance, Personnel, and Audit Committee  
         David Cullen, Co-Chair, Finance, Personnel, and Audit Committee  
         Kelly Bablitch, Chief of Staff, County Board of Supervisors  
         Scott Manske, Comptroller  
         Pam Bryant, Capital Finance Manager, Office of the Comptroller  
         Josh Fudge, Fiscal and Budget Administrator, DAS  
         Vince Masterson, Strategic Asset Coordinator, DAS  
         Brian Dranzik, Director, MCDOT  
         Clark Wantoch, Director, Highway Operations, MCDOT  
         James Martin, Interim Fiscal Administrator, MCDOT  
         Barry Bateman, Director, Airport Division, MCDOT  
         Gary Waszak, Interim Director, Facilities Management Division, DAS  
         Chris Lindbergh, CIO, IMSD Division  
         Laurie Panella, Deputy CIO, IMSD Division

**Milwaukee County, Wisconsin, Code of Ordinances >> - MILWAUKEE COUNTY CODE OF GENERAL ORDINANCES VOLUME I >>**

**Chapter 56 - ADMINISTRATIVE CODE FOR MILWAUKEE COUNTY >>**

56.20. Centralized administration of public works contracts and construction.

(1)

*Policy.* Uniformity of bid documents, contracts and procedures for construction of public works projects and centralization in one (1) office of related activities is essential to efficient management of public construction programs.

(2)

*Definitions.* As used in this ordinance:

(a)

"Public work project" means all projects for construction, repair, remodeling or major maintenance or capital improvements subject to s. 59.08, Wis. Stats., and authorized by the county board or departments of county government, including boards and commissions.

(b)

"Administration" means preparation of preliminary and final plans, specifications, project and professional service cost estimates, and bid documents; analysis of bids, preparation of schedules for plans, bidding and construction completion, making recommendations for award of contract, contract drafting, inspection of construction during work progress and reporting scheduled progress to responsible department on a monthly basis; drafting and recommending contract change orders and certificates of payment, and maintaining project records; establishment of a program for maintaining structural integrity of all capital improvements and routine major maintenance; recommending professional architectural, engineering and specialized trade consultants, drafting contracts and issuance of certificates of payment for such professional service, and review of all plans and specifications prepared by such professional consultants.

(3)

*Central office.* Administration of all public work projects shall be the function of, and centralized in, the appropriate department of transportation or the department of administrative services.

(4)

*Service charge.* The cost of all services performed by the appropriate department of transportation or the department of administrative services shall be charged, where applicable, against the project account, the department for which the services are rendered, or the revolving fund established in conformity with section 56.12 of the Code

**56.30. - Professional services.**

(4)

*Professional services procedures.* It shall be the responsibility of the administrator to conform with the following provisions when entering into a professional services contract and expending budgeted funds:

(a)

*Professional services—Capital improvements.* The following conditions shall apply to all capital projects.

(1)

During its annual budget process, departments shall provide a list to the county board of which capital projects contained in the recommended budget are intended to require the assistance of a professional services consultant. Departments are authorized to enter into contractual services or professional services agreements as may be required for specific capital improvement projects which have been approved by the county board through the budget process. Expenditures shall only be for those projects and professional services specifically identified in the budget write-up reviewed by the committee on finance, personnel and audit during the budget review process and approved by the county board, or for those projects approved by action of the county board. The budget write-up shall contain specific information as to the scope of the project, professional services required and estimated cost of the professional services work to be performed. The appropriate department of transportation or the department of administrative services shall provide in February of each year to the committee on finance, personnel and audit and the committee on transportation, public works and transit an updated report on public works capital projects requiring the use of a professional services contract. Any professional services work costing more than twenty thousand dollars (\$20,000.00) which is not identified in the February report shall require county board approval.

DAS Facilities Management Division AE&ES Staffing Plan  
 2014 Adopted Capital Improvements  
 Milwaukee County

Proj	Sub- Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	DESIGN			CONSTRUCTION MANAGEMENT			RFP
				OWNER	DAS-FM					COUNTY	CNTY & CONSUL	COUNTY	CNTY & CONSUL	CONSUL		
<b>TRANSPORTATION</b>																
<b>Highway and Bridges/Structures</b>																
WH001	WH00115	S. 76th St. Intersects of Edgerton & Layton Ave.	\$697,600	MCDOT		2015	2015	2015	Weddle-Henning	X				X	X	
WH001	WH00117	Intersection of CTH Y and S. 60th St.	\$98,700	MCDOT		2015	2015	2015	Weddle-Henning	X				X	X	
WH001	WH00118	CTH G & CTH S Intersection(2216-00-02)	\$129,650	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X	
WH001	WH00119	CTH U and CTH BB Intersection (2160-01-02)	\$106,181	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X	
WH001	WH00120	CTH Y Intersection w/ Pennsylvania and Whitnall	\$113,809	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X	
WH002	WH00203	Traffic Signal Optimization	\$316,216	MCDOT		N/A	N/A	N/A	Weddle-Henning	X				N/A	N/A	
WH010	WH01002	Mill Rd. 43rd St. to Sydney Pl.	\$389,875	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X	
WH010	WH01017	South 76th St. (W. Puetz Rd. to W. Imperial Dr.)	\$4,397,333	MCDOT		2014	2014	2015	Weddle-Henning	X				X	X	
WH010	WH01019	Old Loomis Rd-Warwick to Rawson & 76th to Hollow	\$173,200	MCDOT		2016	2016	2016/2017	Weddle-Henning	X				X	X	
WH010	WH01021	W. St. Martins Rd S. N Cape Rd to S Lvr Lane Rd	\$346,300	MCDOT		2016	2016	2016/2017	Weddle-Henning	X				X	X	
WH020	WH02012	S. 68th St. (W. Ryan Rd. to House of Corrections	\$962,600	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X	X	
WH020	WH02015	S. North Cape Rd. (Hi-View Dr. to S. Carroll Cir	\$2,807,400	MCDOT		2014/2015	2014/2015	2014/2015	Weddle-Henning		X		X	X	X	
WH080	WH08023	Whitnall Park Bridge #564	\$101,400	MCDOT		2016	2016	2016	Weddle-Henning		X		X	X	X	
WH080	WH08024	Whitnall Park Bridge #565	\$101,400	MCDOT		2016	2016	2016	Weddle-Henning		X		X	X	X	
WH087	WH08701	Ryan Rd Culvert East of S 112th	\$298,300	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X	X	
WH236	WH23601	Green Infrastructure- Layton,Rawson, 107th St.	\$469,500	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X		
<b>WH</b>	<b>Highway and Bridges/Structures</b>		<b>\$11,509,464</b>													
<b>MCDOT Transportation Services Only-1/22/2014</b>																
The projects highlighted in purple above are in the Design Phase of the project																
The unhighlighted projects are in the Construction Phase.																
<b>Transit</b>																
<b>WT</b>	<b>Total Transit</b>		<b>\$0</b>													
<b>Airports</b>																
WA064	WA06401	GMIA Phase II Residential Sound Insulation Prog	\$14,110,000	MCDOT												
WA122	WA12201	GMIA Airfield Pavement Rehabilitation	\$1,120,000		X	Apr-14	May-14	Nov-14	Kipp	X				X		
WA123	WA12301	GMIA Airfield Safety Improvements	\$400,000		X	Apr-14	May-14	Nov-14	Kipp	X				X		
WA125	WA12501	GMIA Security and Wildlife Deterrent Perimeter	\$291,000		X	Jun-14	July-14	December-14	Raab	X				X		
WA163	WA16301	GMIA Perimeter Road Bridge over Howell Ave	\$750,000		X		May-13	November-14	Stave			Mead & Hunt	X		X	
WA167	WA16701	GMIA Terminal Escalator Replacement	\$1,300,000		X	Jan-14	May-14	October-15	Raab	X				X		
WA172	WA17201	GMIA Terminal Sanitary Sewer Utility Upgrade	\$300,000		X	Jul-14	August-14	October-14	Gulgowski			X	X		X	
WA180	WA18001	GMIA 7L-25R Resurfacing	\$2,100,000		X	Apr-14	May-14	Nov-14	Kipp	X				X		
WA181	WA18101	LJT Runway 4L-22R Pavement Resurface	\$1,285,000		X	Apr-14	May-14	Nov-14	Kipp	X				X		
<b>WA</b>	<b>Total Airport</b>		<b>\$21,656,000</b>													
<b>Environmental</b>																
WV009	WV00901	County-wide Sanitary Sewers Repairs	\$75,000		X	May-14	Jun-14	Oct-14	Stave	X				X		
WV024	WV02401	College Ave Storm Water Pond Upgrade	\$96,538		X	Jul-14	Aug-14	Nov-14	Keith	X				X		
<b>WV</b>	<b>Total Environmental</b>		<b>\$171,538</b>													
<b>Total Transportation and Public Works</b>			<b>\$33,337,002</b>													
<b>PARKS, RECREATION AND CULTURE</b>																

DAS Facilities Management Division AE&ES Staffing Plan

2014 Adopted Capital Improvements

Milwaukee County

Proj	Sub- Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN		CONSTRUCTION MANAGEMENT		
				OWNER	DAS-FM						CNTY & CONSUL	CONSUL	CNTY & CONSUL	RFP	STAFF
<b>Milwaukee Public Museum</b>															
WM010	WM01001	MPM Elevator & Escalator Modernization	\$123,624		X	Aug-14	Sep-14	Dec-14	Tran			Annual			X
WM015	WM01501	Museum Exterior Window Replacement	\$658,390		X	Jun-14	Jul-14	Dec-14	Banach			HGA	X		X
WM016	WM01601	Museum Fascade Repair	\$895,963		X	Jun-14	Jul-14	Dec-14	Banach			HGA	X		X
<b>WM</b>		<b>Total Milwaukee Public Museum</b>	<b>\$1,677,977</b>												
<b>Department of Parks, Recreation &amp; Culture</b>															
WP129	WP12904	Countywide Athletic Fields and Courts (Rose Park)	\$242,600		X	Aug-14	Sep-14	Oct-14	Stave		X	Annual			X
WP203	WP20301	Kosciuszko Community Center HVAC	\$200,000		X	Jul-14	Aug-14	Dec-14	Banach			X	X		X
WP279	WP27905	Lindsay Park Walkways	\$164,100		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27906	King Park Walkways	\$356,900		X	Apr-14	Sep-14	Nov-14	Stave	X					X
WP279	WP27907	Jackson Park Walkways	\$157,700		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27911	Lincoln Park Walkways	\$70,400		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27916	Madison Park Walkways	\$153,400		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27921	Baran Park Walkways	\$58,600		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27925	Smith Park Walkways	\$287,600		X	Apr-14	May-14	Sep-14	Stave	X					X
WP280	WP28001	Menomonee River Parkway Reconstruction	\$3,195,600		X	May-14	Jun-14	Oct-14	Gulgowski		X	GAI	X		X
WP294	WP29401	New Playground at Lincoln Park	\$0												
WP296	WP29601	Smith Park Electrical Svcs Replacement	\$99,100		X	Jun-14	Jul-14	Nov-14	Tran			Annual			X
WP297	WP29701	Oak Leaf Trail Program - Sheridan Park	\$396,000		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP297	WP29702	Oak Leaf Trail Program - Grant Park	\$104,000		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP298	WP29801	South Shore Boat Launch	\$84,000		X	NA	NA	NA	Hayes			X	X		
WP302	WP30201	Countywide Playground Resurfacing (Rose Park)	\$121,500		X	Jun-14	Jul-14	Aug-14	Stave	X					X
WP396	WP39601	Carver Park Play Area Replacement	\$264,200		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP397	WP39701	Kern Park Play Area Replacement	\$264,200		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP399	WP39903	Pulaski Park Amenities Improvement	\$804,000		X	Jul-14	Aug-14	Mar-15	Banach			X	X		X
WP399	WP39904	Noyes Park Amenities Improvement	\$1,158,000		X	Jul-14	Aug-14	Mar-15	Banach			X	X		X
WP460	WP46001	Lindsay Park Play Area	\$0												
WP461	WP46101	McGovern Park Basketball Courts	\$248,000		X	Jul-14	Aug-14	Nov-14	Stave		X	Annual			X
WP462	WP46201	Dineen Park Tennis Courts Replacement	\$453,600		X	Jul-14	Aug-14	Nov-14	Stave		X	Annual			X
WP463	WP46301	Tiefenthaler Park Play Area Resurfacing	\$110,000		X	Jun-14	Jul-14	Aug-14	Stave	X					X
<b>WP</b>		<b>Total Department of Parks, Recreation &amp; Culture</b>	<b>\$8,993,500</b>												
<b>McKinley Marina</b>															
<b>WP</b>		<b>Total McKinley Marina</b>	<b>\$0</b>												
<b>Zoo</b>															
WZ057	WZ05701	Aviary Roof Replacement	\$1,774,200		X	Jul-14	Sep-14	Apr-15	Hung		X		X		X
WZ112	WZ11201	Pachyderm Building Tunnel Reinforcement	\$577,100		X	Jul-14	Sep-14	Oct-14	Hung		X	Annual			X
WZ120	WZ12001	Hippopotamus Exhibit Renovations	\$4,800,000		X	2014	2014	2016	Hung			Kahler-Slater			Mortensen
<b>WZ</b>		<b>Total Zoo</b>	<b>\$7,151,300</b>												
<b>Total Parks Recreation and Culture</b>			<b>\$17,822,777</b>												

DAS Facilities Management Division AE&ES Staffing Plan

2014 Adopted Capital Improvements

Milwaukee County

			SIGNATURE AUTHORITY						COUNTY PROJECT	DESIGN			CONSTRUCTION MANAGEMENT		
Proj	Sub- Proj	Project Description	2014 Adopted	OWNER	DAS-FM	Construction Contract Award	Construction Start	Construction Finish	MANAGER	COUNTY STAFF	CNTY & CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL	RFP
<b>HEALTH AND HUMAN SERVICES</b>															
<b>DHS-Behavioral Health Division</b>															
<b>WE</b>	<b>Total DHS-Behavioral Health Division</b>		<b>\$0</b>												
<b>DPW County Grounds</b>															
WG017	WG01701	Vel Phillips Fire Protection Monitoring System	\$197,340		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
WG018	WG01801	Research Park Fire Protection Monitoring System	\$197,340		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
WG019	WG01901	CATC Fire Protection Monitoring System	\$203,740		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
<b>WG</b>	<b>Total DPW County Grounds</b>		<b>\$598,420</b>												
<b>Department of Human Services</b>															
WS034	WS03401	Washington Park Sr Ctr - Roof Replacement	\$244,562		X	May-14	Jun-14	Oct-14	Travanty	X				X	
WS042	WS04201	Kelly Senior Center Exterior Doors	\$31,950		X	May-14	Jun-14	Oct-14	Banach	X				X	
WS042	WS04203	Rose Senior Center Exterior Doors	\$48,744		X	May-14	Jun-14	Oct-14	Banach	X				X	
WS044	WS04401	Washington Senior Center Restroom Renovation	\$123,400		X	Jul-14	Aug-14	Dec-14	Banach		X	Annual		X	
<b>WS</b>	<b>Total Department of Human Services</b>		<b>\$448,656</b>												
<b>Total Health and Human Services</b>			<b>\$1,047,076</b>												

DAS Facilities Management Division AE&ES Staffing Plan

2014 Adopted Capital Improvements

Milwaukee County

Proj	Sub-Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN		CONSTRUCTION MANAGEMENT		
				OWNER	DAS-FM						CNTY & CONSUL	CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL
<b>GENERAL GOVERNMENT</b>															
<b>Courthouse Complex</b>															
WC027	WC02701	Courthouse Light Court Window Replacement	\$672,000		X	Jul-14	Aug-14	Dec-14	Travanty			X	X	X	
WC088	WC08801	Courthouse Security X-Ray Inspect System	\$207,000		X	Equipment Purchase	Jan-14	Mar-14	Waszak	N/A				N/A	
WC095	WC09501	Courthouse/City Campus Masonry	\$380,000		X	Jun-14	Jul-14	Sep-14	Bastin		X	Annual		X	
WC102	WC10201	Courthouse Cooling Tower	\$500,000		X	Aug-14	Oct-14	Dec-14	Banach			X	X	X	
<b>WC</b>	<b>Total Courthouse Complex</b>		<b>\$1,759,000</b>												
<b>House of Correction</b>															
WJ021	WJ02101	House of Corrections (ACC North) HVAC System and Window Replacements	\$1,992,240		X	May-14	Jun-14	Oct-14	Banach			IBC		X	
WJ063	WJ06301	CCFS Roof Repairs	\$500,000		X	Jul-14	Aug-14	Dec-14	Banach	X				X	
<b>WJ</b>	<b>Total House of Correction</b>		<b>\$2,492,240</b>												
<b>Other County Agencies</b>															
WO086	WO08601	Milwaukee River Parkway Reconstruction	\$264,200		X	Aug-14	Sep-14	Nov-14	Gulgowski		X	Annual		X	
WO112	WO11201	Fleet General Equipment	\$3,275,600	MCDOT					Goeden						
WO112	WO11202	Fleet Airport Equipment	\$500,000	MCDOT					Goeden						
WO112	WO11205	Fleet Parks Equipment	\$2,130,400	MCDOT					Goeden						
WO141	WO14101	Zoo Interchange	\$0												
WO205	WO20502	Fiscal Automation Program	\$255,000	IMSD					Panella						
WO226	WO22601	Charles Allis Boiler Replacement	\$210,000		X	Jan-14	Jan-14	Mar-14	Banach		X	Annual		X	
WO234	WO23401	Liquid Chromatograph Tandem Mass Spectrometer	\$453,100	ME					Panella						
WO445	WO44501	911 Answering System	\$579,220	IMSD					Panella						
WO517	WO51701	War Memorial Renovations	\$1,309,550		X	Jul-14	Sep-14	Nov-14	Bastin		X	Annual		X	
WO517	WO51702	War Memorial Exterior Stairs	\$300,150		X	Apr-14	May-14	Jun-14	Bastin		X	Annual		X	
WO517	WO51703	War Memorial Concrete and Structural Improvement	\$198,155		X	Apr-14	May-14	Jun-14	Bastin		X	Annual		X	
WO517	WO51704	War Memorial HVAC Improvements	\$3,497,350		X	Dec-14	Jan-15	Dec-15	Banach			Miller	X	X	
WO517	WO51705	War Memorial Elevator Improvements	\$367,500		X	Dec-14	Jan-15	Dec-15	Tran			X	X		X
WO614	WO61401	Build Out Ten Sites to Digital	\$7,126,100	IMSD					Panella						
WO619	WO61901	Disaster Recovery Site	\$250,000	IMSD					Panella						
WO621	WO62101	Windows Migration	\$2,859,800	IMSD					Panella						
<b>WO</b>	<b>Total Other County Agencies</b>		<b>\$23,576,125</b>												
<b>Total General Government</b>			<b>\$27,827,365</b>												
<b>Total Capital Improvements</b>			<b>\$80,034,220</b>												