

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 4/28/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request authorization to execute a Memorandum of Understanding between Department of Administrative Services – Information Management Services Division and Waukesha County Department of Emergency Preparedness/Radio Services to jointly retain the services of a communications consulting firm.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

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	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	150,000	
	Revenue	150,000	
	Net Cost	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.

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.

- A. Approval of the requested action to execute a Memorandum of Understanding (MOU) between the Information Management Services Division (IMSD) and the Waukesha County Department of Emergency Preparedness/Radio Services (Waukesha County) will result in a Concept, Design and Budget document that will be used to plan the public safety radio capital project WO614 Build-Out Ten Sites to Digital and to execute Phase One of the project. The net budget impact of this request is \$0 due to the fact that the capital project is currently funded.
- B. The cost related to partnering with Waukesha County and to jointly retain the services of a communications consulting firm is unknown at this time though IMSD is estimating that the cost will be approximately \$150,000. IMSD is recommending that the cost for the Concept, Design and Budget document of digital migration project be funded through Capital Project WO614 Build-Out Ten Sites to Digital.
- C. IMSD is recommending that the funding of the Concept, Design and Budget document for a joint public safety radio system be funded through Capital Project WO614 Build-Out Ten Sites to Digital. Subsequent year costs for the overall project will not be known until the Concept, Design and Budget document is complete. The contracted vendor will provide a detailed multi-phased approach to the Milwaukee County public safety radio system and detail capital and operating expenditures for a period of ten years.
- D. IMSD will not know the exact cost of the Concept, Design and Budget document until vendors respond to the joint RFP. IMSD has estimated \$150,000. This estimate is based on other municipal and county studies that have been completed throughout the state within the past year. It is known that the overall digital migration project will require future budget appropriation to complete. It is assumed that the funds appropriated through WO614 Build – Out Ten Sites to Digital for Phase One of the project will sufficient to cover the design document as well as to construct Phase One of the overall project.

Department/Prepared By Laurie Panella, Deputy Chief Information Officer

Authorized Signature



Did DAS-Fiscal Staff Review?

Yes

No