

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : August 28, 2015

TO : Supervisor Theodore Lipscomb, Sr., Chairman, County Board of Supervisors

FROM : Scott B. Manske, Comptroller, Office of the Comptroller

SUBJECT : Project Completion Status Report (**Information Only**)

BACKGROUND

As requested by Policymakers, the Office of the Comptroller is providing a report on the status of capital improvement projects. The purpose of this semi-annual report is to provide Policymakers with detailed information on the completion status of capital projects. In addition, the report will provide a tool for the County to monitor the timely completion of projects and provide early identification of areas of concern. The attached report includes the following information, provided both by County Departments and the Office of the Comptroller:

- A list of all capital projects
- Estimated project completion percentage
- Substantial completion dates
- Completion dates of as May 28, 2015
- The year and amount of the most recent appropriation
- Year the project was established

Defined Terms

Below is a list of terms included in the attached report.

Project: the projects are the reporting category. In the previous report the reporting category could be a project (5-digit), subproject (7-digit) or phase (8-digit). The first 5 digits of the project number represent the project, the next two digits represent the subproject for that project and the last digit represents the phase for that project. For this report and future reports the reporting category will be the subproject (7-digit).

Budget: the budget amounts include the 2014 carryover amount, 2015 adopted capital budget amount and 2015 capital transfers.

Expended: 2015 expenditures

Percentage Complete: the percent of the project work scope that has been completed.

Substantial Completion Date: the date in which the project can be used for its intended purposes. All operating parameters must be within specifications and no major construction is on-going that would prevent the agreed upon use or occupancy

of the project work. Project may have unresolved issues due to circumstances beyond the control of the contractor and/or project manager. Job authorization may still be open and accumulating charges. Majority of funds have been spent. Warranties on workmanship and equipment commence.

Completion Date: the date that all project work is completed and substantiated in accordance with project documents have been closed, punch list items confirmed complete, all related contracts and work authorizations have been closed, and the final pay requests paid, record documents have been filed and project files have been archived.

Departmental Project Completion Results

Based on information as of May 28, 2015 for the capital improvements program, departments have approximately \$265 million in budget authority for sub-projects compared to \$314 million in budget authority for sub-projects in December of 2014. There is some variation in the budget amounts due to appropriation transfers occurring throughout this period of time. Expenditures as of May 28, 2015 total \$21.2 million, with \$72.0 million under contract. The available balance or budget authority totals \$172.1 million or 65 percent of the remaining budget. The table below summarizes the data by department. See Attachment 1 for a presentation of the data for all of the capital projects as of May 28, 2015.

# of Proj.	Dept.	Budget	Expended	Encumbered	Available Balance	% 2015 Budget Remaining
40	Highways	\$28,418,829	\$661,601	\$274,018	\$27,483,210	97%
12	Mass Transit	\$22,376,966	\$306,201	\$15,254,782	\$6,815,983	30%
38	Airport	\$76,773,479	\$6,349,545	\$26,013,062	\$44,410,871	58%
12	Environmental	\$1,795,826	\$180,397	\$224,711	\$1,390,718	77%
92	Parks	\$41,395,610	\$5,170,843	\$8,817,236	\$27,407,532	66%
9	Museum	\$3,957,786	\$167,703	\$1,001,880	\$2,788,203	70%
34	Zoo	\$19,423,708	\$517,548	\$3,422,749	\$15,483,411	80%
4	BHD	\$752,147	\$0	\$0	\$752,147	100%
8	DHHS	\$853,400	\$2,268	\$194,202	\$656,930	77%
7	County Grounds	\$3,116,877	\$58,972	\$43,956	\$3,013,949	97%
18	Courthouse Complex	\$8,135,369	\$668,990	\$715,641	\$6,750,738	83%
5	HOC	\$2,680,738	\$304,660	\$135,614	\$2,240,464	84%
93	Other Agencies	\$55,602,978	\$6,776,767	\$15,902,056	\$32,924,155	59%
372	Total	\$265,283,713	\$21,165,495	\$71,999,907	\$172,118,311	65%

Additional information that will be presented in future reports include the weighted average for project percent completion and completion dates.

Committee Action

This is an informational report only. This report should be referred to and reviewed by the Finance, Personnel, and Audit Committee.



Scott B. Manske
Comptroller

Attachments

pc: Chris Abele, County Executive
Supervisor Willie Johnson, Co-Chair, Committee on Finance, Audit and Personnel
Teig Whaley-Smith, Director, Department of Administrative Services
Steve Kreklow, Director, Office of Performance, Strategy and Budget
Raisa Koltun, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Pamela Bryant, Capital Finance Manager
Stephen Cady, County Board Fiscal and Budget Analyst
Justin Rodriguez, Budget and Management Coordinator
Vince Masterson, Fiscal and Strategic Asset Coordinator
Julie Wilson, Corporation Counsel