

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: March 16, 2023

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

From: Regina Flores, Director – Procurement, Department of Administrative Services

Subject: Report from the Director, Procurement, requesting American Rescue Plan Act (ARPA) funding from the Revenue Loss Recovery Expenditure Category for Procurement Administrative Support

File Type: Action Report

REQUEST

Procurement requests \$263,644 for Procurement Administrative Support within the Revenue Loss Recovery Expenditure Category for American Rescue Plan Act (ARPA) funding consideration.

POLICY

Milwaukee County Board file 21-555: “A resolution to create a Task Force to review and recommend funding allocations to the Milwaukee County Board of Supervisors for monies received by the County in the Federal American Rescue Plan Act of 2021”.

BACKGROUND

Milwaukee County will directly receive \$183 million between 2021-24 in federal ARPA aid. Of this amount, approximately \$129,933,003 has been allotted for Revenue Loss Recovery. This subsection was established to provide government services to the extent of the reduction in revenue experienced due to the pandemic.

The Revenue Loss Recovery Subgroup recommended \$263,644 for Procurement administrative support and services for Milwaukee County public procurement and contracting, to assure county agencies meet ARPA-funded project timelines, responsibilities, and obligations.

DAS – Procurement recognizes its responsibility of fiscal stewardship of entrusted funds and dedication to safeguard the sustainability of Milwaukee County.

ALIGNMENT TO STRATEGIC PLAN

This item aligns to 1C – Increase the number of County contracts awarded to minority and women-owned businesses, and 3B – Enhance the County’s fiscal health and sustainability.

Procurement administrative support for ARPA funded projects ensures the following ethical standards are demonstrated and achieved: 1) equitable contracting opportunities, 2) mandated governance, and 3) fair, open, and transparent acquisitions of commodities and services. Furthermore, effective administrative support will reduce ARPA timing risks resulting in improved project outcomes, including budget and schedule control.

RECOMMENDATION

It is recommended that the Milwaukee County Board of Supervisors approve \$263,644 in American Rescue Plan Act (ARPA) funds to support the salary and fringe benefit costs of the Purchasing Analyst position.

FISCAL EFFECT

A fiscal note form is attached.

TERMS

Costs are anticipated to be claimed starting January 1, 2023 through December 31, 2026.

PREPARED BY:

Regina Flores, Director, DAS – Procurement

APPROVED BY:

VIRTUAL MEETING INVITES

ATTACHMENTS:

Attachment 1: ARPA Proposal – DAS – Procurement ARPA Administrative Support

Attachment 2: Fund Administration Workgroup Report to Task Force