



Community Business Development Partners

# MILWAUKEE COUNTY

RICK NORRIS, PE • Director, DBE Liaison Officer, ACDBE Liaison Officer

## INTER-OFFICE COMMUNICATION

DATE: August 22, 2016

TO: Supervisor Theodore Lipscomb Sr., Chair, Milwaukee County Board of Supervisors  
Supervisor Steve Taylor, Chair, Economic and Community Development Committee  
Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works and Transit Committee

FROM: Rick Norris, PE, Director, Community Business Development Partners

**SUBJECT: DBE Waiver Report for June 2016**

### DIRECTIVE

At the request of the Committee on Economic and Community Development, the Community Business Development Partners Department (CBDP) provides a monthly update on the Disadvantaged Business Enterprise (DBE) utilization waivers requested by, and granted to, Milwaukee County departments/divisions.

### BACKGROUND

CBDP is responsible for designing, implementing, monitoring and enforcing Milwaukee County's DBE Program in order to maintain compliance with Federal Regulations and Milwaukee County Ordinances. Implementation of the Program includes assignment of participation goals on, both, Federal and County funded contracts, as well as monitoring and enforcing compliance of these contracts. Participation goals may only be established on contracts where opportunities exist for ready, willing and able certified firms to perform commercially useful functions related to the satisfaction of those contracts.

### **DEFINITIONS AND JUNE 2016 Waiver and Exemption Explanations:**

#### **Waivers: A contract is granted a waiver for the following reasons:**

1. A contract is awarded to a nonprofit organization, providing that the nonprofit organization is self-performing the scope of services. In circumstances where all or a portion of the works performed by others, CBDP will seek to obtain DBE participation when practical.
2. The contract is awarded to another government agency. Agreements with government agencies will fall under the category of Exemption.
3. Contracts under \$10,000
4. When the scope of services cannot be divided in a way that is practical and does not compromise the integrity of the project. The contract might create a financial hardship for the DBE firm, or increases the liability of both the DBE firm and Prime firm.
5. The lack of DBE firms available to perform the scope of services.
6. A DBE firm might elect not to participate. Some of the reasons for the lack of interest would be financial or availability.



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**Exemption: A contract is granted an exemption for the reasons:**

1. Contract awarded to another governmental agency.
2. Transactions where Milwaukee County is receiving revenues related to lease, rental, donations, etc.
3. Nonprofit organizations that self-perform the work. Example, Community Advocates, universities, etc.
4. Contracts under \$10,000
5. Agreements where no money is exchanged. For example, organization adopts a playground and use private funding to maintain the grounds.

WAIVER REQUESTS

When CBDP receives a waiver request from a department/division, staff thoroughly reviews it and available supporting documentation before rendering a determination. The Director may require staff to gather more comprehensive information or to provide more detailed clarification regarding any identified issues prior to issuing a determination.

WAIVER REPORT SUMMARY

<b>Total Contracted Dollars for Period</b>	<b>\$ 9,529,191</b>
<b>Total Contracted Dollars w/o DBE Participation</b>	<b>\$ 1,366,777</b>
<b>Percentage of Contracts w/o DBE Participation</b>	<b>14.34%</b>
<b>Total Contracted Dollars w/ Waiver Approval</b>	<b>\$371,504</b>
<b>Percentage of Contracts w/ Waiver Approval</b>	<b>3.9%</b>
<b>Total Contracted Dollars w/o Waiver Approval</b>	<b>\$ 528,544</b>
<b>Percentage of Contracts w/o Waiver Approval</b>	<b>5.55%</b>

It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a) and 56.30(10)(a).

<b>Total Contracted Dollars for Period</b>	<b>\$ 9,529,191</b>
<b>Total Exempted Contract Dollars</b>	<b>\$466,729</b>
<b>Percentage of Exempted Contracts for Period</b>	<b>4.90%</b>

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:

*Rick Norris*  
Rick Norris, PE  
Director, CBDP

CC: Chris Abele, Milwaukee County Executive



DEPARTMENT OF ADMINISTRATIVE SERVICES  
 Community Business Development Partners  
 MILWAUKEE COUNTY  
 Participation Report for Activity in June 2016

**Monthly Zero Participation (Waiver) Report for June 2016**  
*Prepared by the DAS - Community Business Development Partners*

**Director's Report**

<sup>1</sup> These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(a). Not included in the waiver calculations.

<sup>2</sup> Waivers approved by CBDP; within guidelines of Code of General Ordinances

<sup>3</sup> Contracts issued by Departments in violation of the Code of General Ordinances; CBDP is made aware of these projects when Accounts Payable forwards new contract information.

<sup>4</sup> Total includes all data available to CBDP as 8/17/2016 including Contracts reported to CBDP and entered in B2GNow, Accounts Payable data received by CBDP, and Contracts available to CBDP Director in DocuSign. Other spending may not be in these figures if outside these information

4 Total Contract \$ Amount for June 2016	\$ 9,529,191
Total Contract \$ Amount w/o Percentage w/o DBE	\$ 1,366,777 14.34%
2 Total Approved Waiver \$ Amount	\$ 371,504
2 Percentage Waived	3.90%
3 Total Unapproved Waiver \$	\$ 528,544
3 Percentage w/o Waiver Approval	5.55%
1 Total Exempted \$ Amount	\$ 466,729
1 Percentage Exempted from	4.90%

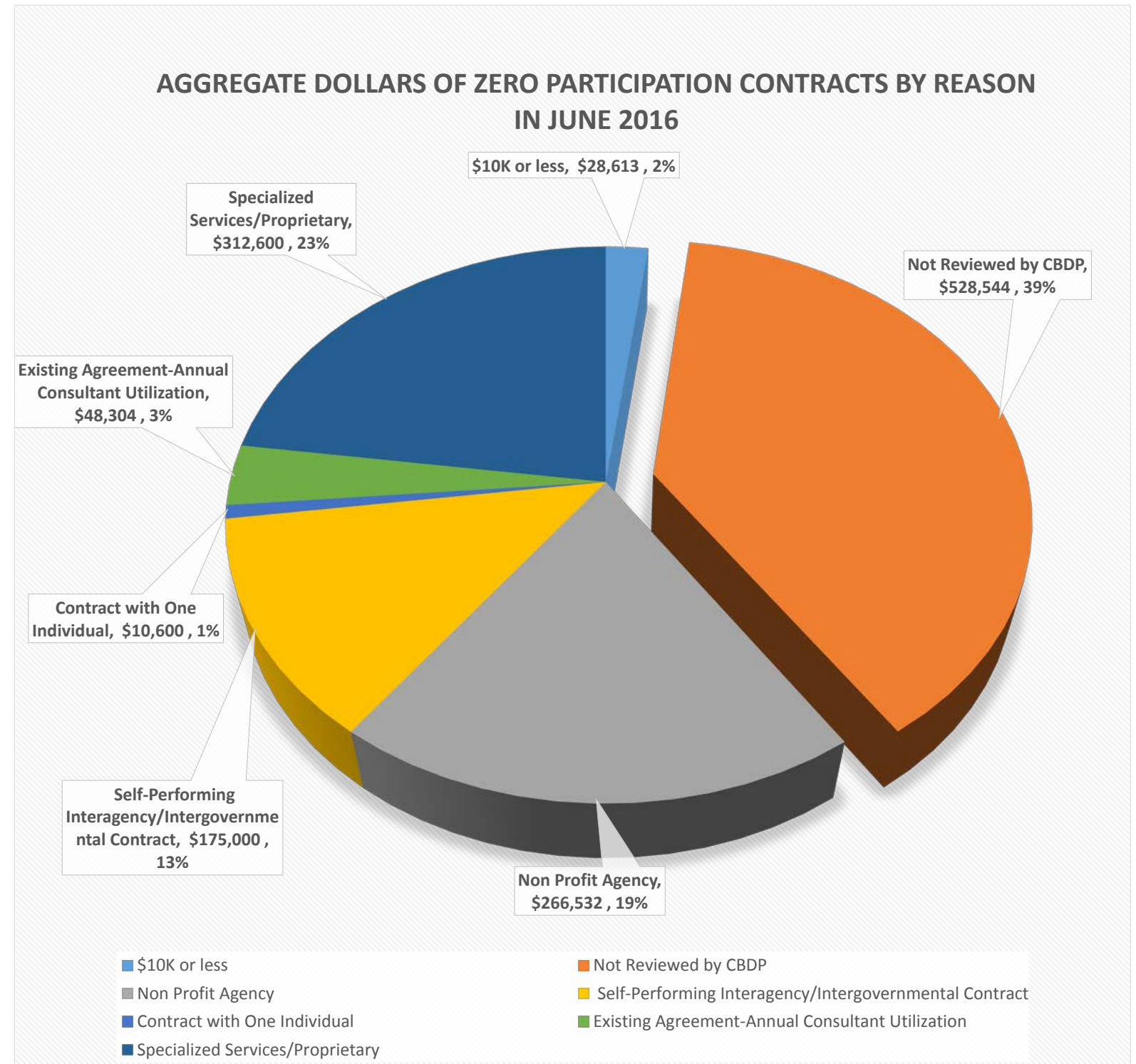
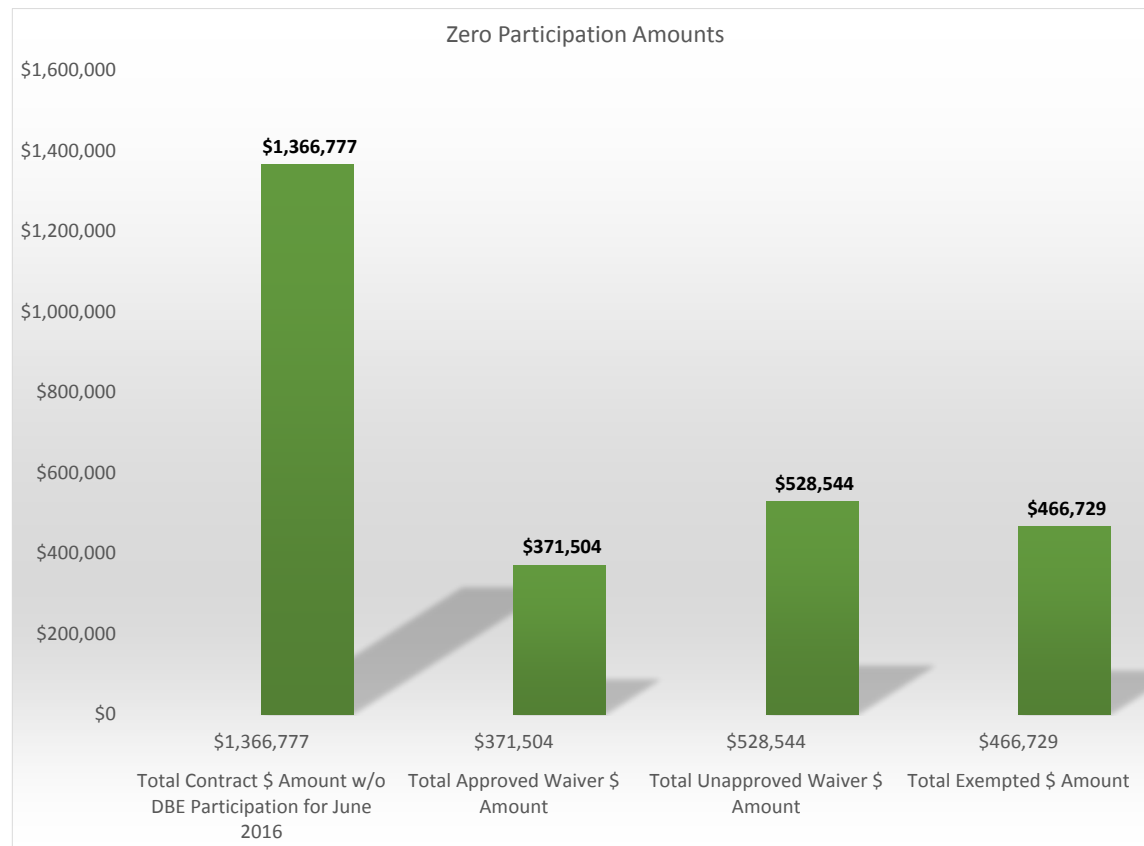
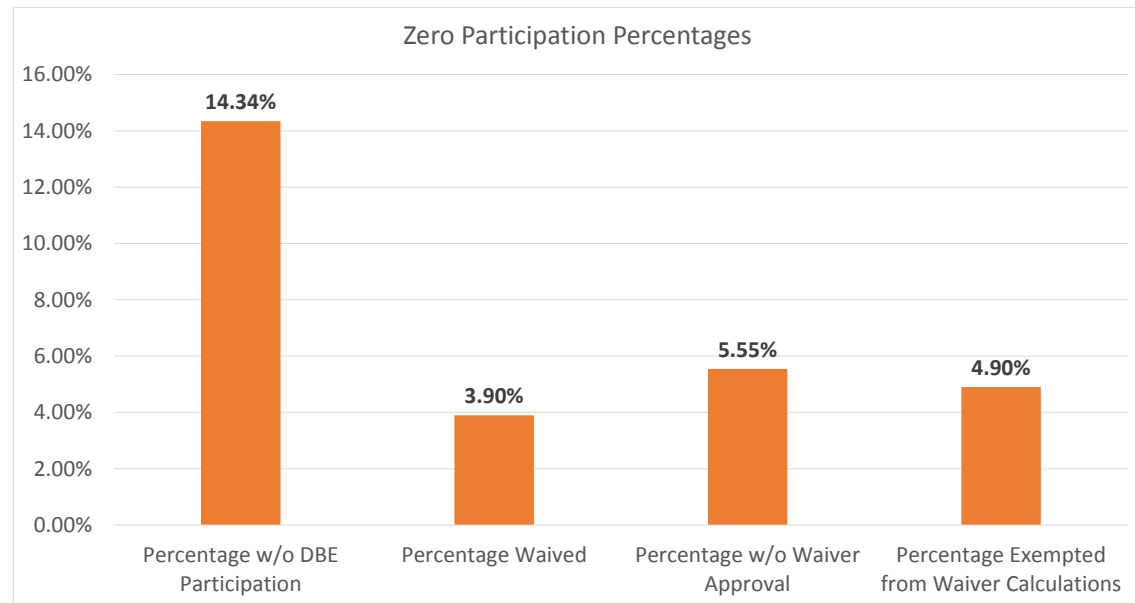
REPORTING Ending PERIOD 6/30/2016

Execution Date	(Multiple Items)
Check field	(Multiple Items)

Participation Report Details by Department	Prime Contractor	Contract Title	Comments	Waived	Exempted	Unapproved Waivers
Combined Court Related Operations	Impact, Inc	Family Drug Treatment Court Evaluator	Contract with One Individual	\$ 10,600	\$ -	\$ -
	Interdisciplinary Training Institute	Health Infant Court Training-Neurorelational framework model	\$10K or less	\$ -	\$ 4,000	\$ -
DAS - Economic Development	GRW Engineers, Inc.	MCAMLIS Planimetric Feature Update Services	Specialized Services/Proprietary	\$ 72,600	\$ -	\$ -
	Public Policy Forum, Inc	Forensic Center Research on Co-Locating CMEO and OEM	Non Profit Agency	\$ -	\$ 20,000	\$ -
DAS - Facilities Management	Wachtel Tree Science & Services	Tree Removal (5737-16648)	\$10K or less	\$ -	\$ 4,000	\$ -
Department of Family Care	MEDICAL COLLEGE OF WISCONSIN	Medical Director from MCW	Self-Performing Interagency/Intergovernmental Contract	\$ -	\$ 175,000	\$ -
	Plante & Moran, PLLC	Consulting Services IHM and Valuation	Specialized Services/Proprietary	\$ 15,000	\$ -	\$ -
Department of Health & Human Services	Lutheran Social Services of Wis & Upper Michigan Inc	Birth to Three Program	Non Profit Agency	\$ -	\$ 246,532	\$ -
Department of Transportation - Airport	SMITHAMUNDSEN LLC	Represent and provide litigation support for KPH Construction Corp v. Milwaukee County 16CV002537	Specialized Services/Proprietary	\$ 25,000	\$ -	\$ -
DHHS - Behavioral Health Division	Dungarvin, Inc.	Community Consultation Team (CCT) - Mobile Crisis	Not Reviewed by CBDP	\$ -	\$ -	\$ 154,544
	Evaluation Research Services, LLC	Evaluation Research Services, LLC	Not Reviewed by CBDP	\$ -	\$ -	\$ 75,000
	PATINA SOLUTIONS INC	BHD EHR Consulting Support	Specialized Services/Proprietary	\$ 50,000	\$ -	\$ -
		BHD Restructuring Consulting	Not Reviewed by CBDP	\$ -	\$ -	\$ 50,000
		Project Manager for BHD Case Management Redesign Center	Not Reviewed by CBDP	\$ -	\$ -	\$ 75,000
	REINHART BOERNER VAN DEUREN SC	Legal Services for Acute Services Transaction	Not Reviewed by CBDP	\$ -	\$ -	\$ 75,000
District Attorney	Bero Group, LLC	Forensic Audit Report for Heiser Trailer Sales and Leasing v Atkinson Case#15CF005229	\$10K or less	\$ -	\$ 5,000	\$ -
	Resource Clinical and Counseling	Forensic Evaluation - J. Edwards	\$10K or less	\$ -	\$ 3,000	\$ -
		Forensic Psychologist - J. Downs	\$10K or less	\$ -	\$ 3,500	\$ -
	Tyre and Childs Public Safety Consultation	Forensic Psychologist - J. Taugher Case #05CI000009	\$10K or less	\$ -	\$ 2,500	\$ -
Office of the Comptroller	Quarles & Brady, LLP	Professional Bond Counsel Services	\$10K or less	\$ -	\$ 2,197	\$ -
		Existing Agreement-Annual Consultant Utilization	\$ 48,304	\$ -	\$ -	
Personnel Review Board	U.S. Bancorp	US Bank Administration Fees	\$10K or less	\$ -	\$ 1,000	\$ -
	Whyte Hirschboeck Dudek	Legal Service for the PRB	Specialized Services/Proprietary	\$ 150,000	\$ -	\$ -
<b>Grand Total</b>				<b>\$ 371,504</b>	<b>\$ 466,729</b>	<b>\$ 528,544</b>



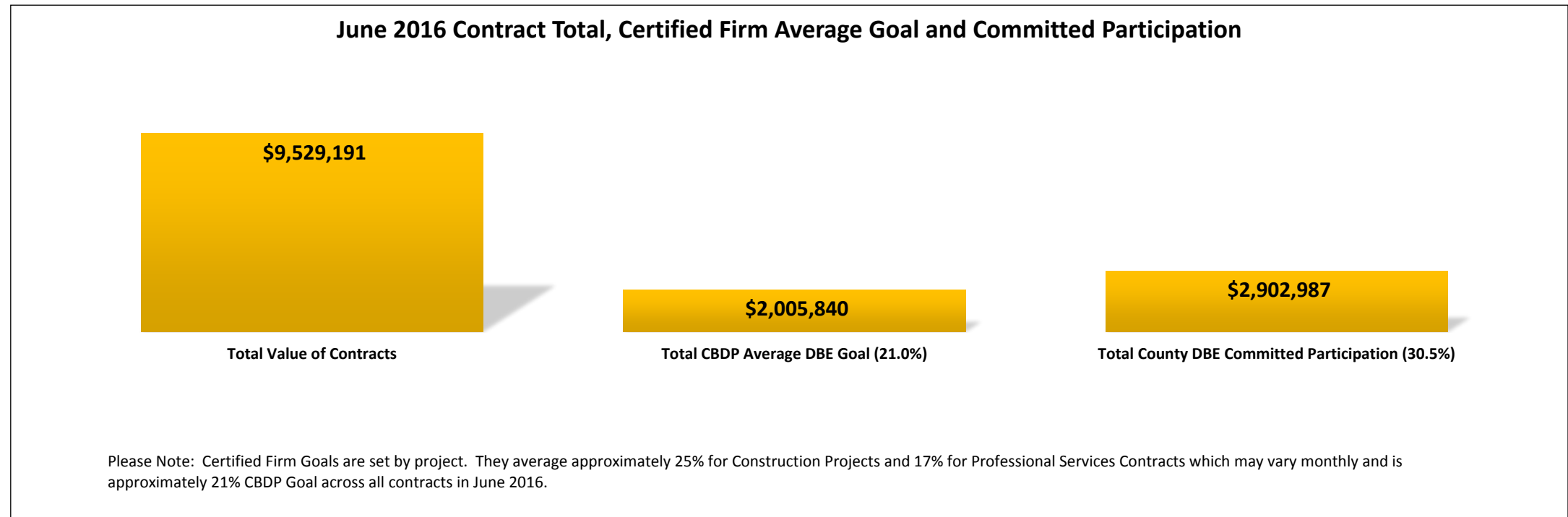
**Participation Charts for June 2016**





DEPARTMENT OF ADMINISTRATIVE SERVICES  
 Community Business Development Partners  
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**Participation Contracts and Certified Firm (DBE) Confirmed Payments for June 2016**



Milwaukee County Department	Actual Payments Confirmed Received by Certified Firms*	Number of Certified Firms
Department of Administrative Services - Administration & Fiscal Affairs	\$83,769.07	2
Department of Administrative Services - Economic Development	\$12,600.00	1
Department of Administrative Services - Facilities Management	\$199,460.16	7
Department of Administrative Services - Information Management Services	\$918.75	1
Department of Family Care	\$274,104.54	6
Department of Health & Human Services	\$37,481.58	3
Department of Health & Human Services - Behavioral Health Division	\$11,290.26	2
Department of Transportation - Airport	\$467,334.40	10
Department of Transportation - Director's Office	\$53,463.38	1
House of Correction	\$44,025.61	3
Milwaukee County Transit/Paratransit System	\$100,490.25	6
Office of the Comptroller	\$4,240.00	1
Office of the Sheriff	\$333.34	1
Zoological Department	\$3,066.75	1
<b>Grand Total</b>	<b>\$1,292,578.09</b>	<b>45</b>

\*Chart of Actual Payments Confirmed received in B2GNow by Certified DBE/SBE firms in June 2016 by Milwaukee County Department