

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 31, 2025

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: DAS IMSD requesting authorization to enter a multi-year contract with RPI Consultants

FISCAL EFFECT:

- | | |
|---|--|
| ☐ No Direct County Fiscal Impact
☐ Existing Staff Time Required
☐ Increase Operating Expenditures
(If checked, check one of two boxes below)
☐ Absorbed Within Agency's Budget
☐ Not Absorbed Within Agency's Budget
☒ Decrease Operating Expenditures
☐ Increase Operating Revenues
☐ Decrease Operating Revenues | ☐ Increase Capital Expenditures
☐ Decrease Capital Expenditures
☐ Increase Capital Revenues
☐ Decrease Capital Revenues
☐ 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	26,370.00	8,370.00
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

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.

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- A. DAS-IMSD is requesting approval to execute a three-year agreement with RPI Consultants for total fees not to exceed \$184,110.00.
 - B. The overall cost under the three-year RPI Consultants agreement will be \$184,110.00. The total fees and projected annual administrative fee savings are as follows:

Year	3- Year Agreement	1-Year Agreement	Projected Savings
Year 1	\$61,370	\$64,438.50	\$3,068.50
Year 2	\$61,370	\$64,438.50	\$3,068.50
Year 3	\$61,370	\$64,438.50	\$3,068.50
Total	\$184,110	\$193,315.50	\$9,205.50

The total amount of \$184,110.00 is expected to be paid from the DAS-Central Spend operating budget for Fiscal Years 2025 – 2027 (Agency 115 – Org 1197).

- C. DAS-Central Spend has sufficient funds available for Year 1 fees. Sufficient funds will be available in the DAS-Central Spend operating budget for subsequent 2026 and 2027 terms.

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.

² Office of Economic Inclusion review is required on all professional service and public work construction contracts.

While the amounts presented for this report are small, DAS-IMSD is hopeful that this enhanced approach to our vendor management will result in further savings opportunities throughout 2026.

- D. The only assumption or interpretations used by DAS-IMSD is for license quantities of the software products to be licensed under the agreements based on Milwaukee County's historical data on usage and identified needs of these products by existing users and information technology systems; expansion, added services and advanced technical needs, for new technology projects by various County departments and division.

Department/Prepared By DAS-IMSD – Matt Johnson – Deputy CIO

Authorized Signature *Jacqueline Bobo*

Did SBP Fiscal Staff Review?	☒	Yes	☐	No	
Did OEI Review? ²	☐	Yes	☐	No	☒ Not Required