

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Date: June 18, 2018

To: Chris Abele, County Executive
Theodore A. Lipscomb, Sr., Chairman County Board of Supervisors

From: Teig Whaley-Smith, Director of Administrative Services

Subject: **NOTIFICATION OF EMERGENCY REPAIR PURSUANT TO
MILWAUKEE COUNTY ORDINANCE SECTION 44.14(4) –
Villa Terrace Art Museum Boiler Replacement
Informational Item**

Policy Issue

Section 44.14 (4) of the Milwaukee County Code of Ordinances allows, in the event of any emergency where immediate action is necessary to preserve property, protect life, health or welfare of persons, that the Director of Administrative Services is authorized to take action to construct or repair, provided that a report is submitted thereon to the County Executive and County Board within seventy-two (72) hours. Pursuant to the above, the Department of Administrative Services (DAS) is proceeding with Emergency Work to remediate the replacement of the heating boilers at the Villa Terrace Art Museum.

Background

The Villa Terrace Art Museum is owned by Milwaukee County and operated by a management team leasing the facility from the County. The two existing boilers are over thirty years old and beyond their life expectancy. The decline of the boiler system condition seems to be accelerating. To maintain minimal heat within the building, the boilers are run at a reduced pressure to prevent further breakdowns. The downside of this practice is that the building is not being heated at an appropriate level.

Occupants are forced to wear their coats indoors, provide temporary heat and/or work off site. Staff and members monitor the boilers regularly to confirm that the units are not shutting down completely. To prevent the potential of freezing water pipes, faucets are allowed to run at a “trickle”. The “great room” is leased out for private events in order to generate additional revenue. The room temperature during the current heating season is generally running between 50 and 60 degrees. During events, temporary heating units are brought in to supplement the boilers. Milwaukee County cannot wait for another heating season before replacing the boilers. It will be unlikely that the boilers will restart. One boiler is currently out of operation with the second boiler approaching the same condition. Both boilers are leaking internally.

This is an emergency action related to the normally lengthy bidding process involved in implementing a public works project. It is not an emergency reaction related to County Board approval of a contract. The County Board has made the necessary funding approvals. Because the contract is expected to be \$95,000 (and a public works contract), there is no further approval expected to be necessary by the County Board. Consequently, we are using this emergency process because there is not time for the normal design and formal bid process which would take

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6 weeks or more to hire a contractor and would extend the installation into the heating season. Milwaukee County Ordinance 44.14(1) requires a formal bid of public works projects over \$20,000, unless there is this waiver under 44.14(4).

AE&ES staff has indicated that due to the long lead time for delivery of this specialized heating equipment, a contractor would need to be given a notice to proceed in early July 2018 in order to complete installation before the November 2018 heating season. In order to perform this work as soon as possible, Milwaukee County DAS-FM is contracting directly with a heating contractor so the equipment can be ordered immediately.

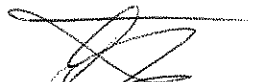
Teig Whaley-Smith, Director of DAS has decided in conjunction with the County Executive's Office that in order to maintain safe and reasonable working environment of employees at the facility and prevent freeze damage to the building systems, it is necessary to replace the boilers immediately.

Fiscal Note

The funds to replace both boilers were approved in a fund transfer approved by the County Board on May 24th of 2018. The estimated cost for the replacement of the boiler system is approximately \$95,000.

Prepared by: Greg High, Director, AE&ES Section, DAS-FM

Approved by:



Teig Whaley-Smith, Director
Department of Administrative Services

cc:

Raisa Koltun, Chief of Staff, County Executive's Office
James Weishan, Chair, Transportation, Public Works and Transit Committee
James Schmitt, Chair, Finance and Audit Committee
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Scott Manske, Comptroller
Pam Bryant, Capital Finance Manager, Office of the Comptroller
Joseph Lamers, Fiscal and Budget Administrator, DAS
Vince Masterson, Strategic Asset Coordinator, DAS
Stuart Carron, Director of Facilities Management Division, DAS
John Sterr, Executive Director - Charles Allis/Villa Terrace Art Museums