

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** 3/6/2023

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** A Request from the Superintendent for Passive Review of a Professional Services Agreement Exceeding \$100,000 but less than \$300,000 for an assessment of the CRC’s correctional staffing and provide a staffing plan and recommendations to increase staffing, identify facility capacity, and reduce the burden of mandatory overtime on correctional officers.

**FISCAL EFFECT:**

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures  
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency’s Budget

Decrease Capital Revenues

Not Absorbed Within Agency’s Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

*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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	\$169,813	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0
<b>Capital Improvement Budget</b>	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

**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. <sup>1</sup> 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.

- A. The CRC is requesting to enter into a professional services agreement with CGL for an assessment of the CRC's correctional staffing and provide a staffing plan and recommendations to increase staffing, identify facility capacity, and reduce the burden of mandatory overtime on correctional officers.
- B. Approval of this contract will have a direct County fiscal impact of \$169,813 in 2023.
- C. Approval of this contract will increase expenditure but sufficient funds are available in the CRC's budget.
- D. No assumptions or interpretations were used.

Department/Prepared By      CRC/Michael Bickerstaff

Authorized Signature      Chantell Jewell

Did DAS-Fiscal Staff Review?            Yes            No

Did CBDDP Review?            Yes            No            Not Required

<sup>1</sup> 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.