

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: June 8, 2023

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

From: Sean Hayes, Director, Architecture Engineering and Environmental Services Section, Facility Management Division, Department of Administrative Services

Subject: DAS-FMD requests to abolish 1.0 FTE Architect, Pay Grade 32A, and create 1.0 FTE Associate Project Manager, Pay Grade 32Z1

File Type: Action Report

REQUEST

DAS-FMD requests to abolish 1.0 FTE Architect, Pay Grade 32A, and create 1.0 FTE Associate Project Manager, Pay Grade 32Z1.

POLICY

Wisconsin State Statutes:	Wis Stats 59.17
Milwaukee County Code of General Ordinances:	MCGO 17.05(1)
Specific Adopted Budget:	2023 Adopted Budget

BACKGROUND

DAS- Facilities Management Division is responsible for strategic planning, managing and delivering the majority of the projects within the County’s annual capital program. We are undergoing a transformational reorganization to improve all aspects of capital planning, project delivery and customer service.

Within DAS-Facilities Management Division, the Architectural & Engineering Services Section provides planning, design and construction management services for projects including facility replacements, maintenance, remodeling, improvements, additions, and new construction for the entire Milwaukee County portfolio of building and infrastructure assets. As market conditions and County design practices have evolved, the AE&ES Section is shifting from a design-based to a more project management-based approach for capital project life cycle management. Specific design or engineering expertise has become less important than overall project management best practice.

ALIGNMENT TO STRATEGIC PLAN

Describe how the item aligns to the objectives in the [strategic plan](#):

3B: Enhance the County's fiscal health and sustainability.

This position action will support the Architecture Engineering and Environmental Service Section goal of improving all aspects of project delivery including project budget control.

FISCAL EFFECT

The anticipated date of hire of the new position is August 2023. The salary costs are within the adopted 2023 budget salaries in DAS-FMD.

POSITION INFORMATION

<u>Action</u>	<u>Title</u>	<u>Pay Range (per hour)</u>	<u>Annual Salary Range</u>
Abolish	Architect	\$25.81 - \$45.47	\$ \$53,690 - \$94,581.00
Create	Associate Program Manager	\$30.50 - \$45.84	\$63,445.00 - \$95,347.00

VIRTUAL MEETING INVITES

Stuart Carron, Director, Facilities Management Div, DAS

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Sean Hayes, Director, Architecture Engineering and Environmental Services Section, Facilities Management Div, DAS

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PREPARED BY:

Sean Hayes, Director, Architecture Engineering and Environmental Services Section, Facilities Management Div, DAS

APPROVED BY:

Aaron Hertzberg, Director, Department of Administrative Services

ATTACHMENTS:

none

Sherni Jordan

6/23/2023

Director of Administrative Services

Aaron Hertzberg, Director, Department of Administrative Services

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk