

3-16-17 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
A CAPITAL IMPROVEMENTS

Action Required

Finance, Personnel and Audit Committee  
County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2016 capital improvement accounts and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 capital improvement appropriations:

1)		<u>From</u>	<u>To</u>
	<u>WP52901 Oak Leaf Trail Bender Racine Connector *</u>		
6030	– Advertising		\$1,000
6050	– Contract Pers Serv - Short		\$1,000
6080	– Postage		\$500
6146	– Prof. Serv- Cap/Major Maint		\$168,000
7930	– Photo, Printing, Repro Bindg		\$500
9706	– Prof Div Services		\$302,000
8527	– Land Improvements (CAP)		\$1,527,000
2299	– TAP State Grant	\$1,458,370	
2999	– Oak Creek Match	\$320,000	
	<u>WP29701 Oak Leaf Trail- Sheridan Park (2014A Bonds) #</u>		
8527	– Land Improvements (CAP)	\$3,073	
	<u>WP29702 Oak Leaf Trail- Grant Park (2015A Bonds) #</u>		
6030	– Advertising	\$58	
6050	– Contract Pers Serv - Short	\$1,000	
6080	– Postage	\$500	
6146	– Prof. Serv- Cap/Major Maint	\$82,800	
7930	– Photo, Printing, Repro Bindg	\$237	
9706	– Prof Div Services	\$56,342	
8527	– Land Improvements (CAP)	\$67,709	
9780	– Interest Allocation	\$9,005	
	<u>WP29703 Warnimont Park Exercise Equipment #</u>		
8527	– Land Improvements (CAP)	\$906	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

A **2016** appropriation transfer of \$2,000,000 is being requested by the Director of Parks, Recreation and Culture to create new Project WP52901 Oak Leaf Trail (OLT) Bender Racine Connector. Expenditure authority is requested to be transferred from Project WP29701/02/03 Oak Leaf Trail (Grant Park, Sheridan Park and Warnimont Exercise Equipment).

In August 2016, The Parks Department was awarded \$1,458,370 in Transportation Alternatives Program (TAP) grant funding through the Wisconsin Department of Transportation (WDOT). County Board Resolution 15-774 authorized Parks to apply for this grant and the City of Oak Creek will provide the local match needed for the project. The project estimate is \$2,000,000 with the TAP grant originally providing 80% of the project cost (\$1,600,000) and the City of Oak Creek providing the 20% local match (\$400,000). Due to high demand for TAP grant funding, the WDOT could only commit \$1,458,370. Consequently, Oak Creek reduced their commitment to \$320,000, which left a \$221,630 budget shortfall. This appropriation request of \$2,000,000 will allow for the recognition of the TAP funding (\$1,458,370), allow for the recognition of the Oak Creek match (\$320,000), and

reallocate funding (\$221,630) from other WP279 Oak Leaf Trail projects to the Project WP529 OLT-Bender Racine Connector.

The funds being transferred from other projects include 2014A and 2015A bond proceeds. Due to the need to demonstrate that the County is spending these funds in a timely fashion; the unspent bond proceeds are being allocated to the design phase of the OLT- Bender Racine Connector Project.

The proposed trail would be located in the southeastern corner of Milwaukee County in the City of Oak Creek. It would connect the Chicago North Shore ROW section of Milwaukee County's OLT with existing and planned trail facilities that converge at Milwaukee County's Bender Park. The north terminus of the proposed trail would be located at the point where the OLT intersects Drexel Avenue 1,000 feet east of Clement Avenue. This segment would then extend southeast from that point approximately 3 miles to the intersection of 5<sup>th</sup> Avenue and Ryan Road. Virtually the entire trail would be located within a WE Energies utility corridor, it would be 10 feet wide and composed of asphalt.

The project connects existing OLT in a former railroad right-of-way with existing trail facilities coming north from Racine. A planned Oak Creek initiative to construct a trail extension through Bender Park makes this link possible. Oak Creek is planning trail facilities immediately north of Bender Park within its Lake Vista Redevelopment mixed-use project. The facility also intersects a Milwaukee County Transit Route near Ryan and Chicago Roads.

The trail will have multiple access points, and it will be within ½ mile of present and future trip generators in Oak Creek such as residential areas, schools, parks, and its planned business center. By linking with existing sections of trail, the project also extends non-motorized connectivity to a larger set of transportation destinations including local government offices, public transit, employment and/or retail centers. There will be numerous opportunities for people to use the trail for transportation needs rather than being solely dependent on an automobile. The trail also provides access to the entire 118 mile OLT network and its regional connections.

Until the 1980s, the project area was largely undeveloped with much of the land dedicated to agriculture. The street grid was designed for motor vehicles, not bicyclists or pedestrians. A typical rural cross-section was one narrow lane in each direction, little or no shoulder capacity, a steep drop from the road into adjacent drainage ditches, and 35 mph speed limits. Over the past twenty years a significant amount of residential development has occurred, but the transportation system has been slow in adapting. The path provides opportunities for a safe alternative to motor vehicle transportation and, depending upon the trip origination and destination points, the route will be more direct than travel along the street grid.

Project WP529 OLT Bender Racine Connector project will be financed from surplus funds from Project WP279 OLT (Grant Park, Sheridan Park and Warnimont Exercise Equipment). These projects were substantially completed in 2015. These projects are anticipated to be closed out at the end of 2016.

This fund transfer has no tax levy impact.

#### TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRAURY 22, 2017.

2)		<u>From</u>	<u>To</u>
	<u>WP225 Oakwood GC Cart Paths</u>		
4907	– Bond and Note Proceeds	\$59,000	
8527	– Land Improvements (Cap)		\$632,000
	<u>WP279 Park Walkways</u>		
6146	– Prof Serv- Cap/Major Mtce	\$16,000	
8527	– Land Improvements (Cap)	\$46,000	
9706	– Prof Div Services	\$7,000	

			Fiscal Year 2016
4907	–	Bond and Note Proceeds	\$33,000
<u>WP289 Hoyt Park Suspension Bridge</u>			
6146	–	Prof Serv- Cap/Major Mtce	\$19,000
8527	–	Land Improvements (Cap)	\$7,000
4907	–	Bond and Note Proceeds	\$26,000
<u>WP214 HoneyCreek Parkway Lighting</u>			
8527	–	Land Improvements (Cap)	\$128,000
<u>WP383 Mitchell Domes Electrical Service</u>			
8527	–	Land Improvements (Cap)	\$127,000
<u>WP483 Manitoba Playground Imprv</u>			
8528	–	Major Maint Land Imprv (Exp)	\$57,000
<u>WP485 Whitnall Clubhouse HVAC</u>			
6146	–	Prof Serv- Cap/Major Mtce	\$6,000
8509	–	Other Bldg Imprv (Cap)	\$19,000
<u>WP311 Jackson Park Electrical Service</u>			
8527	–	Land Improvements (Cap)	\$200,000

A **2016** appropriation transfer of \$632,000 is being requested by the Department of Parks, Recreation and Culture to create new Project WP22502 Oakwood Golf Course Cart Paths (Front Nine). Expenditure authority of \$632,000 is requested to be transferred from projects that have surplus cash funding so that construction work can begin on the Oakwood Golf Course Cart Paths (Front Nine) project.

In 2015, an appropriation of \$1,100,560 funded design and construction of cart paths and tee renovations for the **back nine** golf holes (WO22501 Oakwood Golf Course Cart Path (**Back Nine**)). Cart paths allow use of golf carts in all types of weather, making the course more playable for golfers throughout the season and improving accessibility for golfers with difficulty walking. When it is raining or the course is wet, carts are not allowed on the holes without paved cart paths, limiting usage and revenue. Cart paths for the entire course not only increases revenue, but provides better customer service.

During the October 2016 Board cycle, an appropriation transfer amount \$137,000 was approved to establish expenditure authority for design work related to the Oakwood Golf Course Cart Path (**Front Nine**) project. The design work is completed.

This appropriation request will establish expenditure authority for the construction of asphalt cart paths along front nine golf holes to complete the cart path project at Oakwood. The cart paths are eight feet wide and work includes excavating topsoil/subsoil for cart path pavement section, stockpiling topsoil/subsoil in designated areas on the golf course (all excavated material will stay on site), placing and compacting stone base course and asphalt pavement, backfilling along sides of new cart path pavement with topsoil, and turf grass restoration.

Parks staff has indicated completion of this project will increase playable days on Oakwood golf course, increasing revenues from greens fees, concessions, and cart rentals. It will also attract more golf outings and fees and catering associated with these outings.

The projects from which the funds are being transferred are substantially complete or complete, have surplus cash financing, and are listed below.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRAURY 22, 2017.

3)		<u>From</u>	<u>To</u>
	<u>WO52701 Charles Allis Exterior Improvements *</u>		
9706	– Prof Div Services		\$53,000
6146	– Prof. Serv-Cap/Major Mtce		\$40,000
8588	– Other Capital Outlay- (Exp)		\$371,276
	<u>WO50601 Charles Allis Roof and Drain Replacement #</u>		
8509	– Other Building Improvement (CAP)	\$177,309	
6146	– Prof. Serv-Cap/Major Mtce	\$5,000	
9706	– Prof Div Services	\$7,273	
	<u>WO50701 Charles Allis Exterior Façade Repairs #</u>		
8509	– Other Building Improvement (CAP)	\$274,694	

### # Existing Project, + Included in 5-Year Plan, \* New Project

A 2016 appropriation transfer of \$464,276 is being requested by the Director of the Department of Administrative Services to reallocate the remaining expenditure authority in Project WO50601 Charles Allis Roof and Drain Replacement and Project WO50701 Charles Allis Exterior Façade Repairs to newly created Project WO52701 Charles Allis Exterior Improvements.

The 2015 Adopted Capital Improvements Budget included an appropriation of \$267,000 for Project WO50601 Charles Allis Roof and Drain Replacement to replace roofing, gutters and downspouts at the Charles Allis Museum. Financing was provided from \$133,500 in sales tax revenue and \$133,500 in tax levy. The project was to consist of the replacement of the clay roof tiles, associated flashing, partial replacement of gutters/downspouts, and installation of a new roof access hatch.

The 2015 Adopted Capital Improvements Budget included an appropriation of \$371,000 for Project WO50701 Charles Allis Exterior Façade Repairs to repair and replace broken stonework, deteriorated brickwork and deteriorated window sills at the Charles Allis Museum. Financing was provided from \$185,500 in sales tax revenue and \$185,500 in tax levy. The project was to consist of exterior façade repairs including masonry mortar removal and re-pointing of exterior masonry walls. The scope of work also included mortar repair in the northeast elevation, repair of the chimneys, repair of surface cracking and spalling at the second floor balcony on the west elevation, replacement of deficient non-code compliant handrails/guardrails and the addition of an ADA compliant wheelchair ramp on the west elevation.

In April 2016, Project WO506 Charles Allis Roof Renovation and Project WO50701 Charles Allis Façade Repairs were bid twice. Both times, the bids were significantly higher than the available funding in each of the capital projects. In response to the higher than anticipated bids, the 2017 Capital Improvements Budget requests totaling more than \$2 million were submitted to complete the scopes of work for the two projects that had been included in the 2015 Capital Improvements Budget.

The additional requested funding was not included in the 2017 Adopted Capital Improvements Budget. Subsequent to the adoption of the 2017 Adopted Capital Improvements Budget, the project manager met with a representative from the Charles Allis Museum and the design consultant on how to best utilize the remaining funding from the 2015 budget appropriation since the available appropriations would not be sufficient to complete the scope of work for the two projects.

This appropriation transfer will allocate the remaining funds from WO506 Charles Allis Roof Renovation and Project WO50701 Charles Allis Façade Repairs to a newly created capital project WO52701 Charles Allis Exterior Improvements (Exterior Improvements Project). The Exterior Improvements Project will be a reduced scope of work compared to the combined scopes within Projects WO506 and WO507 and will consist of the most critical exterior needs at the Charles Allis Museum that were identified and would be able to be financed with the available

funding. Major elements (tile roof replacement of the entire facility and brick façade repair) that were initially included in WO506 Charles Allis Roof Renovation and Project WO50701 Charles Allis Façade Repairs will not be completed. Delay of the roof replacement and façade repairs will result in increased risk of water damage to the facility.

The scope of work for the Exterior Improvements Project will include repairs to the garage flat roof, removal of the fire escape, reconstruction of the garage chimney, repairs to the south balcony and repairs to the south stairs. The Exterior Improvements Project will not include the Roof Replacement of the balance of the facility nor the brick façade repair. Project financing will also be used to pay consultant fees to bid the new project along with additional soft costs for project administration. The Exterior Improvements Project may also include other critical and/or safety exterior improvements that are identified during the construction.

Assuming approval of the appropriation transfer, it is anticipated that construction on the Exterior Improvements Project will be completed by May 2018.

This fund transfer has no tax levy impact.

#### TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRAURY 22, 2017.

4)		<u>From</u>	<u>To</u>
	<u>WO42401 Jail Management System #</u>		
6146	– Professional Services		\$164,936
	<u>WO20502 Fiscal Automation Program#</u>		
8588	– Other Building Improvements (CAP)	\$138,360	
	<u>WO62101 Windows Migration</u>		
6146	– Professional Services	\$26,537	
8588	– Other Capital Outlay (EXP)	\$39	

#### # Existing Project, + Included in 5-Year Plan, \* New Project

A **2016** appropriation transfer of \$164,936 is requested by the Director of the Department of Administrative Services- Information Services Division (DAS-IMSD) to reallocate budget expenditure authority from Project WO20502 Fiscal Automation Program and Project WO62101 Windows Migration to Project WO42401 Jail Management System.

County Board Resolution 14-290 approved the allocation of financing from the Innovation Fund to various one-time projects. An appropriation of \$1,165,000 was approved for Project WO424 Jail Management System.

The current Criminal Justice Information System (CJIS) system is outdated and archaic. It is also extremely costly to support. The CJIS system cannot provide the data that is needed by Jail and House of Correction (HOC) management. The proposed system can provide complete inmate management from booking all the way through release. It has robust auditing tools to better manage operations. There are many standard and custom reports that will allow us to get the most out of the information captured by the versatile system.

This jail management system will create significant efficiencies in inmate processing, movement and releases. This will enhance customer service by decreasing the amount of time it currently takes to process an inmate and release an inmate for Huber, electronic monitoring or upon completion of the inmate's sentence. Reports would be built-in that interface with our Crystal database, making it easier to produce meaningful and accurate reports.

The project team has completed a gap assessment from CJIS to Pro-Phoenix, data mapping exercise, administrator training, initial design and configuration, and installation of software on test server with new Sub-Agency

functionality to support two separate facilities. Remaining work includes the building/testing of interfaces with the other systems to provide inmate data, implementation of agreed upon software functionality changes based on GAP assessment, final conversion from CJIS to Pro-Phoenix, and system training and testing.

The original project budget only included vendor software and implementation support. This project requires extensive resource needs from Milwaukee County, including project management, business analysis, and data conversion services. This transfer will provide the necessary funding to provide the services identified above so that the project can be completed. Assuming approval of this transfer, the project is estimated to be completed by the end of 2017.

Surplus funds are available in Project WO20502 Fiscal Automation Program and WO62101 Windows Migration. These projects are substantially completed.

This fund transfer has no tax levy impact.

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5)		<u>From</u>	<u>To</u>
	<u>WM00301 MPM Electrical Distribution #</u>		
	8509 – Other Building Impr (Cap)		\$120,000
	<u>WM01001 MPM Elevator Modernization #</u>		
	8509 – Other Building Impr (Cap)	\$120,000	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

A **2016** appropriation transfer of \$120,000 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from Project WM01001 MPM Elevator Modernization to Project WM00301 MPM Electrical Distribution.

The 2016 Adopted Capital Improvements Budget included an appropriation of \$1,840,174 to finance the Project WM00301 — MPM Electrical Distribution. The original project scope did not include a fire pump system, which requires its own dedicated electrical service (pursuant to National Fire Protection Association (NFPA) code). Additionally, the jockey pump controller is mounted and being fed from the main controller which is in conflict with NFPA code and needs to be corrected.

Project WM01001 — MPM Elevator Modernization is in close-out status. The remaining funding contains a surplus due to lower than anticipated bid costs. Surplus funding from this project would be used to increase the scope and budget authority in project WM00301 — MPM Electrical Distribution for the fire pump system (including electrical service) and jockey pump controller.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE FEBRAURY 22, 2017.

6)		<u>From</u>	<u>To</u>
	<u>WG01701 Vel Philips Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)		\$16,200
	<u>WG01901 CATC Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)	\$16,200	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

A **2016** appropriation transfer of \$16,200 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from Project WG01901 CATC Fire Protection Monitoring System to Project WG01701 Vel Philips Fire Protection Monitoring System.

WG01701 Vel Philips Fire Protection Monitoring System

The 2014 Adopted Capital Improvement Budget included an appropriation of \$197,340 to replace the existing fire protection monitoring system at the Vel Philips Juvenile Justice Center facility. Subsequent appropriation transfers added an additional \$313,424 of expenditure authority to the project.

The project contract documents (prepared for bidding this project) utilized the available Milwaukee County ‘as-built’ documents and standard field survey techniques to identify the building characteristics and depict the scope of replacement required. As the contractor has begun their initial work involved with replacing the existing Fire Alarm System, their room-by-room tracing of existing fire alarm conduits revealed additions to the Fire Alarm System that were not depicted on the ‘as-built’ documents. Throughout the years of service of the Vel Phillips Children’s Court facility, there have been build-outs, renovations and add-ons incorporated into the fire alarm system. This was done to enhance the function of the building, however these enhancements were not documented.

One of the most significant undocumented enhancements to the Fire Alarm System is the addition of facility and court room panic alarm push-buttons and staff location annunciators to ensure a quick response to emergency situations. This enhancement placed panic alarm push-buttons in each courtroom and at other strategic locations, with dedicated panic alarm annunciators at the Bailiff and Sheriff Department staff locations to ensure the quick response to an alarm. The quantity of dedicated panic alarm annunciators requires that the Fire Alarm System have expanded communications capacity then would be required for the fire alarm alone.

Additionally, other undocumented enhancements to the Fire Alarm System is the build-out of the Tenth Circuit Court space as well as various other renovation and remodeling’s has increased the overall costs.

This appropriation transfer would allocate \$16,200 from Project WG019 CATC Fire Protection Monitoring System to the Vel Philips Fire Protection Monitoring System. The transfer is necessary to provide financing for a change order that will add a computer command center. The computer command center will provide the ability to perform fire alarm functions, including but not limited to, taking devices off line, silencing alarms and resetting the system.

CATC Fire Protection Monitoring System (WG01901)

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$203,740 to replace the existing fire protection monitoring system at the CATC facility. An additional appropriation transfer of approximately \$105,000 was made in 2015 to cover additional project shortfalls.

The CATC is in the process of being sold therefore the Fire Protection Monitoring System Project is not necessary at this time and will be abandoned.

This fund transfer has no tax levy impact.

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