

Community Business Development Partners  
**MILWAUKEE COUNTY**

RICK NORRIS, PE • Director, DBE Liaison Officer, ACDBE Liaison Officer

**INTER-OFFICE COMMUNICATION**

DATE: November 7, 2014  
TO: Supervisor Marina Dimitrijevic, Chair, Milwaukee County Board of Supervisors  
FROM: Rick Norris, PE, Director, Community Business Development Partners  
SUBJECT: DBE Wavier Report for September 2014

**DIRECTIVE**

At the request of the Committee on Economic and Community Development, the Community Business Development Partners Department (CBDP) provides a monthly update on the Disadvantaged Business Enterprise (DBE) utilization waivers requested by, and granted to, Milwaukee County departments/divisions.

**BACKGROUND**

CBDP is responsible for designing, implementing, monitoring and enforcing Milwaukee County's DBE Program in order to maintain compliance with Federal Regulations and Milwaukee County Ordinances. Implementation of the Program includes assignment of participation goals on, both, Federal and County funded contracts, as well as monitoring and enforcing compliance of these contracts. Participation goals may only be established on contracts where opportunities exist for ready, willing and able certified firms to perform commercially useful functions related to the satisfaction of those contracts.

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) key objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Parts 23 and 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Executive and the full County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action designed to ensure the same level of commitment and consistency in approach to the facilitation of small business involvement when and where appropriate has been enacted in Chapter 42 of the Milwaukee County Code of General Ordinances.

Milwaukee County is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of over 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. Milwaukee County has the responsibility of verifying and maintaining the certification status of 361 of the 828 currently certified firms throughout the State, while processing all new applications for DBE certification.

WAIVER REQUESTS

When CBDP receives a waiver request from a department/division, staff thoroughly reviews it and available supporting documentation before rendering a determination. The Director may require staff to gather more comprehensive information or to provide more detailed clarification regarding any identified issues prior to issuing a determination.

WAIVER REPORT SUMMARY

The figures below include Professional & Management Service and Capital Improvement/Maintenance contracts awarded during September of 2014. This report does not include contracts awarded by the Procurement Division of the Department of Administrative Services processes under Chapter 32. Please see the attachment for waivers requested as broken out by owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval.

<b>Total Contracted Dollars for Period</b>	<b>\$ 10,767,673.00</b>
<b>Total Contracted Dollars w/o DBE Participation</b>	<b>\$ 4,292,356.00</b>
<b>Percentage of Contracts w/o DBE Participation</b>	<b>39.86%</b>
<b>Total Contracted Dollars w/ Waiver Approval</b>	<b>\$ 1,359,142.00</b>
<b>Percentage of Contracts w/ Waiver Approval</b>	<b>12.62%</b>
<b>Total Contracted Dollars w/o Waiver Approval</b>	<b>\$ 305,090.00</b>
<b>Percentage of Contracts w/o Waiver Approval</b>	<b>2.83%</b>

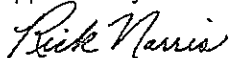
It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a) and 56.30(10)(a).

<b>Total Contracted Dollars for Period</b>	<b>\$ 10,767,673.00</b>
<b>Total Exempted Contract Dollars</b>	<b>\$ 2,628,124.00</b>
<b>Percentage of Exempted Contracts for Period</b>	<b>24.41%</b>

RECOMMENDATION

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:



Rick Norris, PE  
Director, CBDP

CC: Chris Abele, Milwaukee County Executive

Monthly Waiver Report for September 2014

Prepared by the Department of Community Business Development Partners

Director's Report

<sup>1</sup> These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(a). Not included in the waiver calculations.  
<sup>2</sup> Waivers approved by CBDP; within guidelines of Code of General Ordinances  
<sup>3</sup> Contracts issued by Departments in violation of the Code of General Ordinances; CBDP is made aware of these projects when Accounts Payable forwards new contract information.  
<sup>4</sup> Total does not include Procurement Division Figures

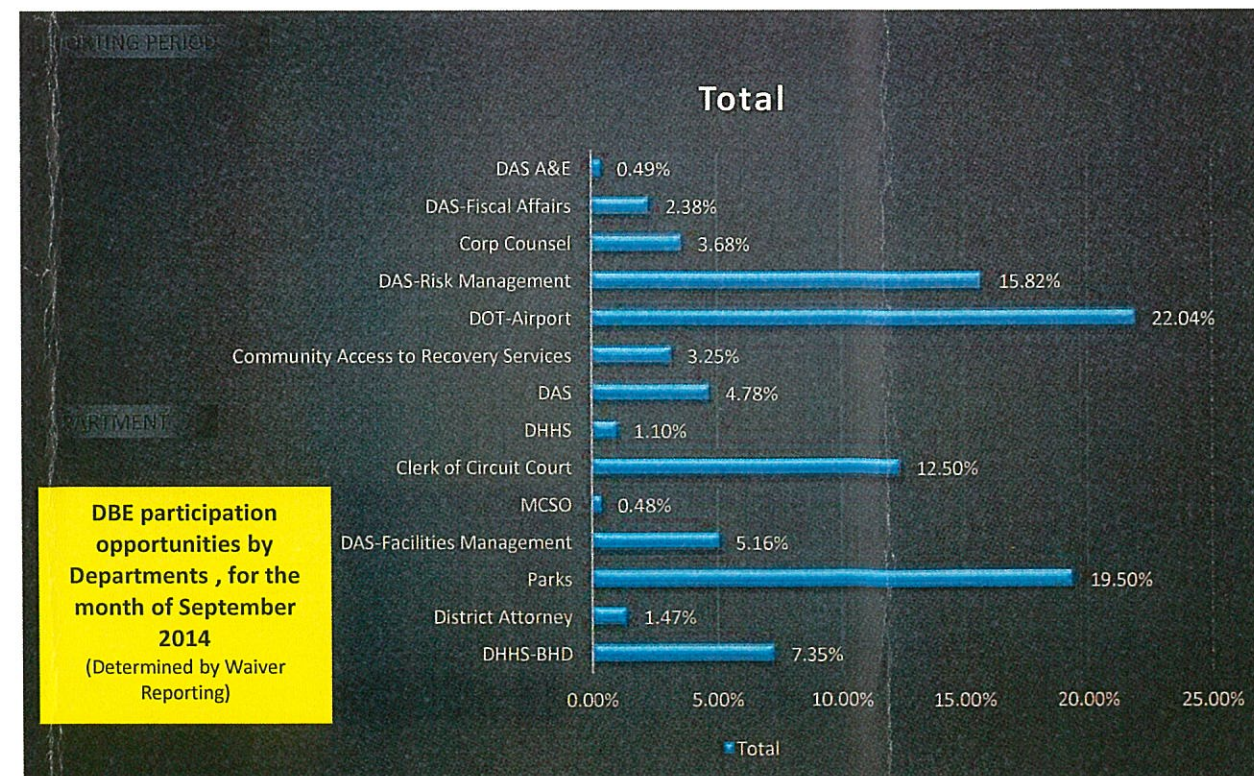
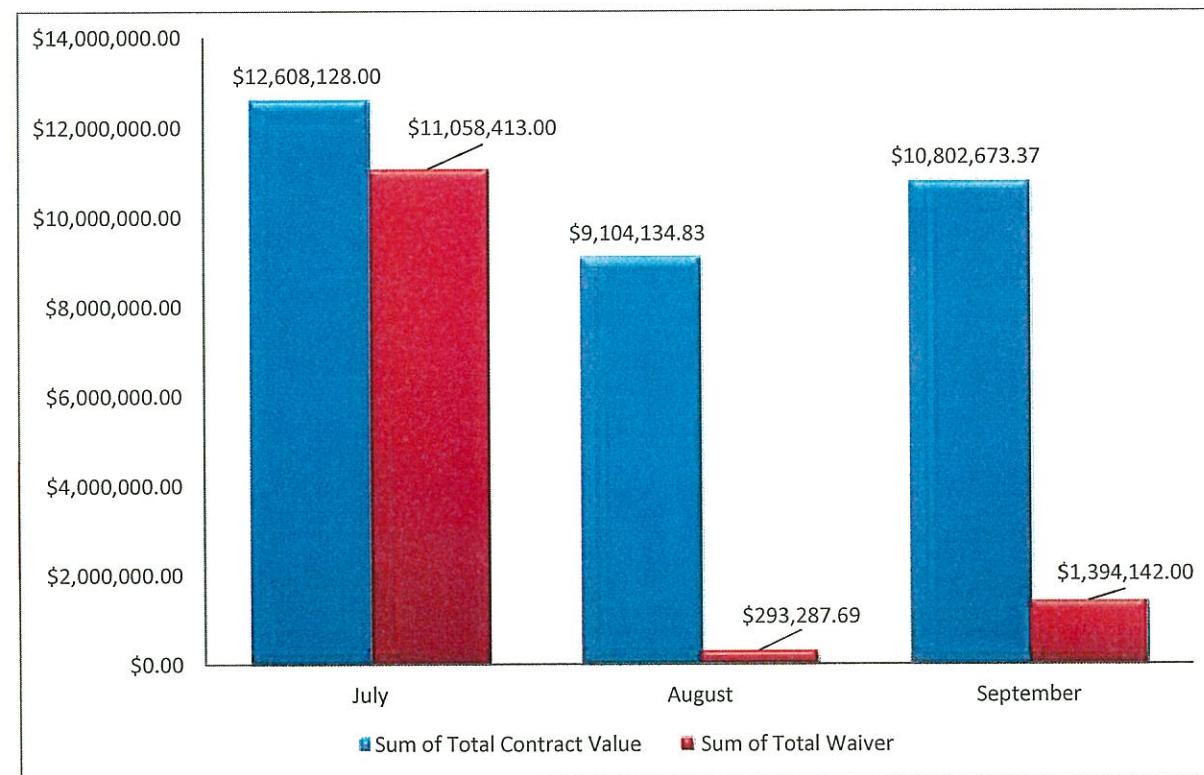
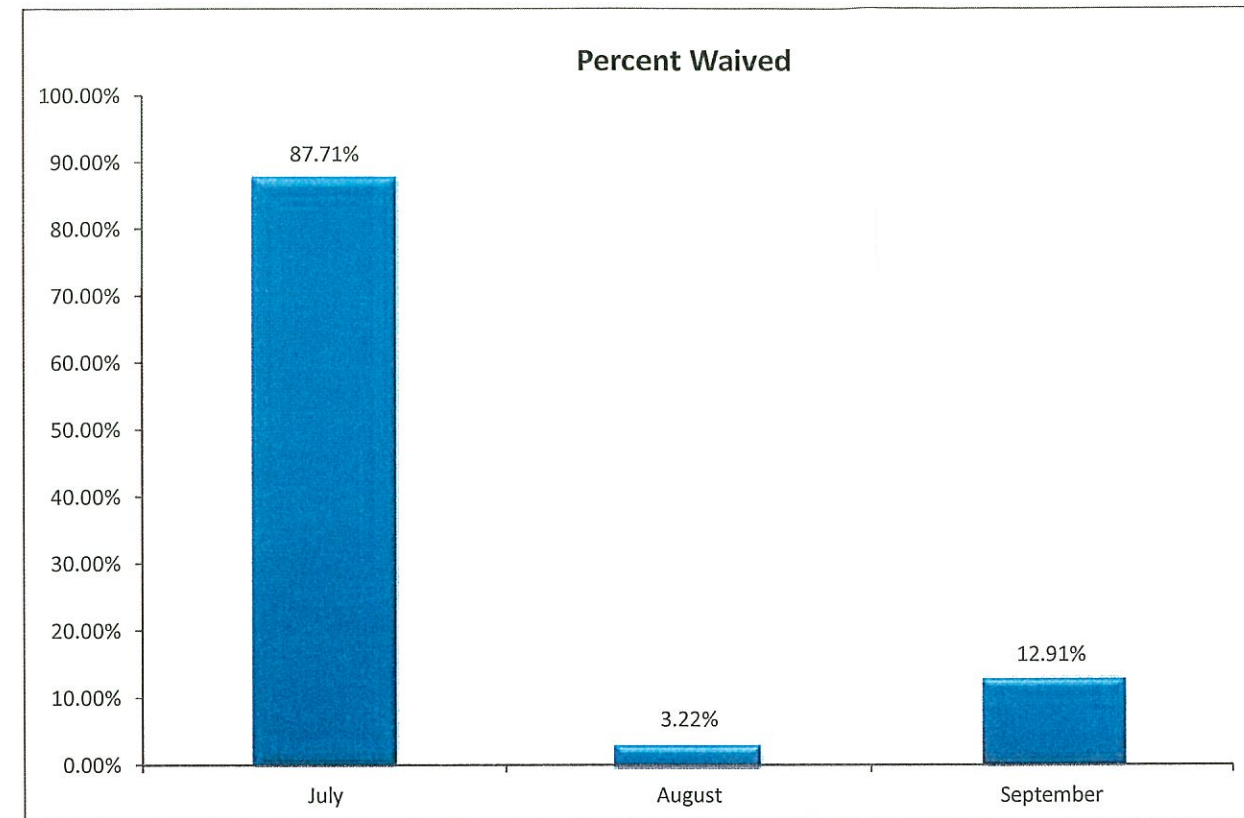
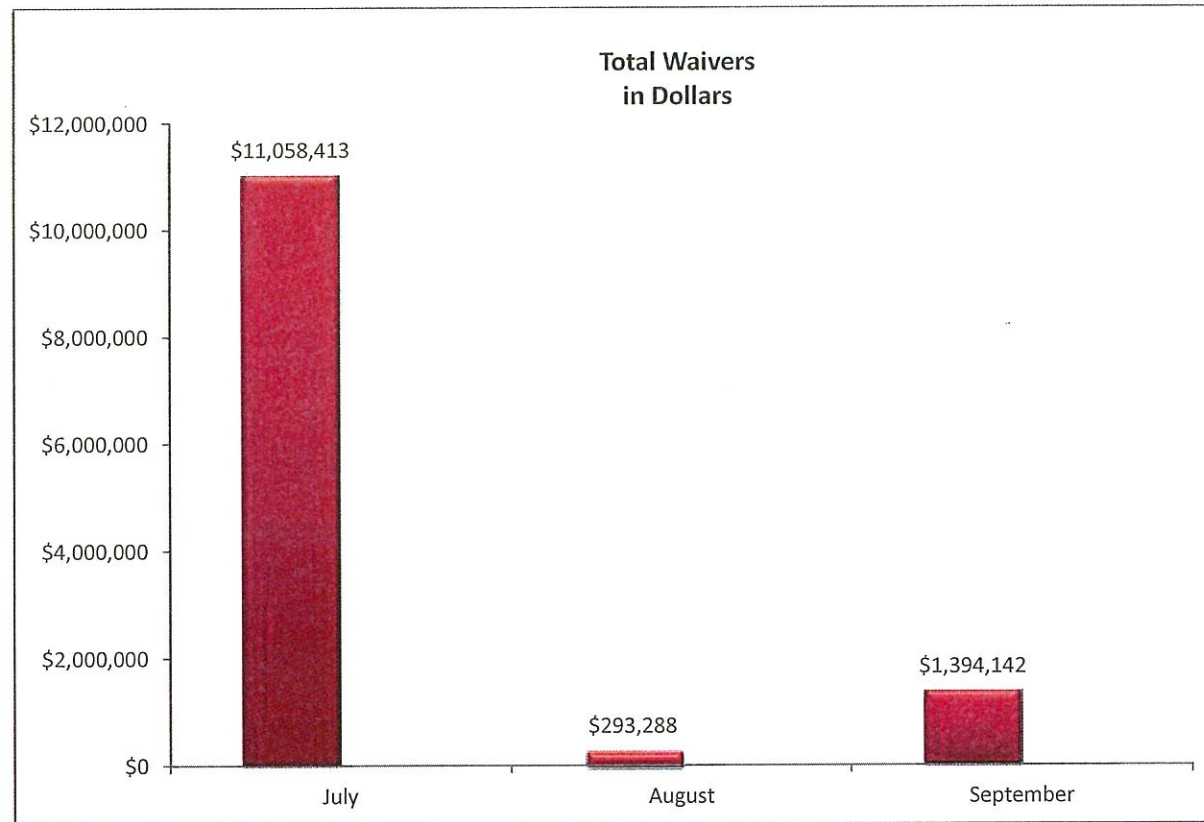
Total Contract \$ Amount for Period <sup>4</sup>	\$ 10,767,673
Total Contract \$ Amount w/o DBE Participation for Period	\$ 4,292,356
Percentage w/o DBE Participation	39.86%
Total Approved Waiver \$ Amount <sup>2</sup>	\$ 1,359,142
Percentage Waived <sup>2</sup>	12.62%
Total Unapproved Waiver \$ Amount <sup>3</sup>	\$ 305,090
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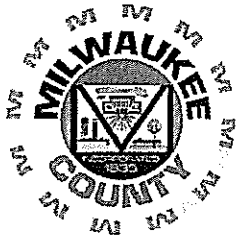
REPORTING Ending PERIOD September 2014

DEPARTMENT	CONSULTANT/CONTRACTOR	SERVICES	COMMENTS	EXEMPTED	Waived	Unapproved Waivers
DHHS-BHD	LaCausa, Inc.	LaCausa is implementing a Crisis Mobile Team-Third shift Expansion	Specialized Service	\$ 350,000.00		
	Interstate Reporting Co., Inc.	Will provide investigative services to BHD utilizing the Caregiver Misconduct Incident Report	Specialized Service		\$ 99,900.00	
District Attorney	Peregrine Corporation	To conduct an evaluation of the shooting death of Dontre Hamilton	Specialized Service		\$ 20,000.00	
Parks	UW Extension	To support nature in the park	Specialized Service		\$ 265,000.00	
DAS-Facilities Management	Harris Miller Miller & Hanson Inc.	GMIA Solar Energy Feasibility Assessment	Specialized Service		\$ 70,150.00	
DHHS-Housing Division	Wisconsin Women's Business Initiative Corp.	2014 CDBG Sub-Recipient	Specialized Service			\$100,000.00
	Hope House of Milwaukee WI	2014 CDBG Sub-Recipient	Specialized Service			\$44,780.00
	Metropolitan Milwaukee Fair Housing Council	2014 CDBG Sub-Recipient	Specialized Service			\$34,780.00
	JFS Housing, Inc.	2014 CDBG Sub-Recipient	Specialized Service			\$24,778.00
	Village of Brown Deer	2014 CDBG Sub-Recipient	Specialized Service			\$9,933.00
	City of Cudahy/Property Maintenance	2014 CDBG Sub-Recipient	Specialized Service			\$6,319.00
MCSC	Thomas Bergman	Conduct advanced computer-aided management of emergency operations (CAMEO) for hazardous materials	Specialized Service		\$ 6,500.00	
Clerk of Circuit Court	Wisconsin Foreclosure Mediation Network	Wisconsin Foreclosure Mediation Services	Specialized Service		\$ 169,828.00	
DHHS	Wisconsin Community Services, Inc.	To provide community service and restitution repayment opportunities for youth	Specialized Service	\$ 107,975.00		
	University of Wisconsin-Madison (NIATx)	To provide various providers with training and coaching sessions	Specialized Service		\$ 15,000.00	
DAS	Mingey Investment Company, LLC	To develop policies and guidelines	Specialized Service		\$ 65,000.00	
Community Access to Recovery Services	Wisconsin Community Services, Inc.	Intensive Case Management services for those with persistent mental illness	Specialized Service	\$ 2,170,149.00		
	Project Access, Inc.	To provide intensive case management services	Specialized Service		\$ 44,178.00	
DOT-Airport	Intellisoft, Inc.	GMIA - RFP 6869 - Credential Management System	Specialized Service		\$ 299,605.00	
DAS-Risk Management	Aurora Medical Group	Occupational health all county departments	Specialized Service		\$ 215,000.00	
Corp Counsel	von Briesen	Corp Counsel - Downtown Transit Center - Legal Services	Continuity of Service		\$ 50,000.00	
DAS-Fiscal Affairs	Optima Associates, Inc.	To provide consulting services for the development of a LEAN workgroup	Specialized Service		\$ 32,280.00	
DAS A&E	Giles Engineering	Milwaukee River Parkway Reconstruction Bender to Good Hope	Annual Consultant		\$ 6,701.00	
Delinquency & Courts	Professional Services Group, Inc.	Community accountability panels is a juvenile diversion program for first time offenders	Specialized Service			\$84,500.00
<b>Grand Total</b>				\$ 2,628,124.00	\$ 1,359,142.00	\$305,090.00



**DASHBOARD**





Community Business Development Partners

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<b>Total Contracted Dollars for Period</b>	<b>\$ 14,272,703.01</b>
<b>Total Contracted Dollars w/o DBE Participation</b>	<b>\$ 1,948,893.09</b>
<b>Percentage of Contracts w/o DBE Participation</b>	<b>13.7%</b>
<b>Total Contracted Dollars w/ Waiver Approval</b>	<b>\$ 169,239.00</b>
<b>Percentage of Contracts w/ Waiver Approval</b>	<b>1.19%</b>
<b>Total Contracted Dollars w/o Waiver Approval</b>	<b>\$ 1,569,653.82</b>
<b>Percentage of Contracts w/o Waiver Approval</b>	<b>11.0%</b>

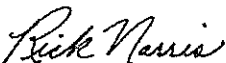
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<b>Total Contracted Dollars for Period</b>	<b>\$ 14,272,703.01</b>
<b>Total Exempted Contract Dollars</b>	<b>\$ 210,000.00</b>
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Monthly Waiver Report for October 2014

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Director's Report

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Total Exempted \$ Amount	\$	210,000
Percentage Exempted from Waiver Calculations		1.47%

REPORTING Ending PERIOD	October 2014
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DEPARTMENT	CONSULTANT/CONTRACTOR	SERVICES	COMMENTS	EXEMPTED	Waived	Unapproved Waivers
Comptroller	Gray CPA Consulting	Comprehensive Annual Financial Report Software Implementation & Training	WBE; Not DBE certified		\$ 51,660.00	
	Baker Tilly Virchow Krause,LLP	Assist MC in the preparation of footnotes and related schedules	Specialized Service			\$50,000.00
DHHS-BHD	Community Advocates	To administer and staff the work of the MC Substance Abuse Prevention Coalition	Specialized Service			\$571,700.00
	The Greeley Company	Bylaws review for BHD	Specialized Service			\$20,000.00
District Attorney	Anthony M. Jurek, Ph.D	Conduct a forensic evaluation of Mark Rickert to determine whether he's to be a sexually violent person	Specialized Service	\$	4,000.00	
DAS-Facilities Management	Milwaukee County Research Park Corporation	Lease with research park corporation for transportation division	Specialized Service			\$4,058.82
Medical Examiner	Medical College of WI Pathology	Provide autopsy support through a forensic training program	Specialized Service	\$	87,300.00	
DHHS-DSD	Midland Video Productions, Inc.	Agency will develop a series of branded, informational videos educating staff on various disabilities	Grant			\$75,000.00
	Lutheran Social Services	The B-3 program is a federally-mandated program to support families of children with disabilities under age 3	Grant			\$246,532.00
DAS-Risk Management	Regnier Consulting Group	To provide estimates of county's unpaid claim liabilities for workers comp exposure	Specialized Service			\$12,500.00
DAS A&E	Kapur & Associates	UST Estabrook Soil Testing	Annual Consultant	\$	1,495.00	
Delinquency & Courts	Wisconsin Community Services, Inc.	To provide an evening reporting center as an alternative to using secure detention for youth	Housing unit	\$ 210,000.00	\$ -	
Dept. of Family Care	Blumenfeld & Associates, LLC	Specialized training	Specialized training	\$	14,000.00	
DOT - GMIA	Edwards Wildman Palmer LLP	Specialized legal advice	Specialized legal advice	\$	5,000.00	
DOT - Highways	Sigma Group	CTH U Intersection with CTH BB Hazardous Material Investigation	Annual Consultant	\$	5,784.27	
DHHS-Housing Division-CDBG	Village of Brown Deer	2012 CDBG Sub-Recipient Brown Deer Park and Recreational Facilities to provide a public easement along Milwaukee River	Grant			\$22,500.00
	City of Greenfield	2014 CDBG Sub-Recipient	Grant			\$41,343.00
		2013 CDBG Sub-Recipient	Grant			\$62,000.00
		2014 CDBG Sub-Recipient Senior Citizen Program Supervisor	Grant			\$11,194.00
	South Milwaukee Human Concerns	2013 CDBG Sub-Recipient	Grant			\$3,000.00
	City of Franklin	2014 CDBG Sub-Recipient Senior Travel Program Transportation Service	Grant			\$8,643.00
	Hunger Task Force	2014 CDBG Sub-Recipient Volunteer Education Center	Grant			\$52,560.00
	Village of Greendale	2014 CDBG Sub-Recipient Adult program services	Grant			\$29,383.00
	Grand Avenue Club	2014 CDBG Sub-Recipient Job creation and employment	Grant			\$100,000.00
	Village of West Milwaukee	2014 CDBG Sub-Recipient community center maintenance	Grant			\$9,000.00
	Wisconsin Community Services	2013 CDBG Sub-Recipient Training and Job Placement	Grant			\$23,290.00
	Village of Shorewood	2014 CDBG Sub-Recipient	Grant			\$8,340.00
		2013 CDBG Sub-Recipient water main replacement	Grant			\$21,614.00
	City of South Milwaukee	2014 CDBG Sub-Recipient Senior center energy project	Grant			\$63,724.00
	Interfaith Older Adult Programs	2014 CDBG Sub-Recipient Senior Program	Grant			\$25,000.00
	City of St. Francis	2013 CDBG Sub-Recipient will replace deteriorating sidewalks & attendant driveways	Grant			\$50,000.00
		2014 CDBG Sub-Recipient to identify blighted properties & work with residents to improve properties	Grant			\$10,000.00
		2014 CDBG Sub-Recipient will provide walking paths through lands that were held by WE Energies	Grant			\$43,096.00
	Cudahy/St. Francis Interfaith	2014 CDBG Sub-Recipient used to support elderly services	Grant			\$5,176.00
<b>Grand Total</b>				\$ 210,000.00	\$ 169,239.27	\$1,569,653.82

Director's Report

**DASHBOARD**

