

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: August 7, 2020

TO: Scott Manske, Chair, Capital Improvements Committee

FROM: Peter Nilles, Committee Coordinator, County Facilities Planning Steering Committee

SUBJECT: County Facilities Planning Steering Committee – Additional information related to CFPSC Review of 2021 Capital Requests

BACKGROUND

The County Facilities Planning Steering Committee (CFPSC) provided a review of the 2021 capital requests, for consideration by the Capital Improvements Committee at its July 21, 2020 meeting. The Capital Improvements Committee requested additional information on the CFPSC voting membership, as well as additional input on the two 2021 capital requests that were designated as “Hold” by the CFPSC. This memo is intended to address both requests.

CFPSC VOTING MEMBERSHIP

The CFPSC voting membership consists of County staff involved in facility management and real estate activities and includes representation from those County departments that have the largest facility footprint, with a threshold set at operating at least 400,000 square feet of building space.

Department/Division	Approx. Square Footage
DOT-Airports	4,356,400
Facilities Management Division	2,724,100
Parks	2,186,800
Museum & Art Centers	1,044,500
DOT-MCTS	754,000
Zoo	577,000
House of Correction	451,700
DHHS - Behavioral Health Division	425,400
DOT-Fleet	283,200
Sheriff's Office	52,200
DOT-Highway	41,400

Current voting membership is as follows:

County Facilities Planning Steering Committee Membership		
Voting Members	Name	Title
Chair [Appointed by the County Executive]	Jim Tarantino	Director, Recreation and Business Services, Department of Parks, Recreation and Culture
Vice-Chair (voting member)	Stu Carron	Director, DAS-Facilities Management Division
Vice- Chair (voting member)	Aaron Hertzberg	Director, DAS-Economic Development Division
Committee Coordinator (voting member)	Peter Nilles	Director, DAS-FMD Facilities Planning and Development Section
County Engineer (voting member)	Greg High	Director, DAS-FMD Architecture, Engineering, and Environmental Services Section
Cabinet Department designee (DAS-FMD)	Vacant	Director, DAS-FMD Operations and Maintenance Section
Cabinet Department designee (Parks)	Erica Hayden	Contracts Manager, Department of Parks, Recreation and Culture
Cabinet Department designee (Zoo)	John Westrich	Director of Grounds and Maintenance, Milwaukee County Zoo
Cabinet Department designee (DHHS)	David Muhammad	Deputy Director, Department of Health & Human Services
Cabinet Department designee (MCDOT)	Julie Esch	Deputy Director, Department of Transportation
Cabinet Department designee (House of Correction)	Shawn Sullivan	Mechanical Maintenance Superintendent, House of Correction

Functional support is provided by other County departments as requested and listed in the charter.

“HOLD” PROJECTS

WO52801-CAVT Façade Repair

The CFPSC reviews projects prior to the June 30th capital request deadline to the Department of Administrative Services. Subsequent to CFPSC review, this project was not officially submitted as a 2021 project by the Charles Allis Villa Terrace as design was still in progress. Design is expected to be completed in time for the 2022 capital process, and as a result, the construction phase is included in years 2022 and 2023 of the Charles Allis Villa Terrace 5-Year Capital Improvements Plan.

This project addresses the need for façade repairs at Charles Allis Villa Terrace. The scope of the project consists of re-construction for four gable parapets and associated repointing of the façade brick as well as related roof repairs.

The CFPSC designation of “Hold” was to provide for clarification on contractual obligations held by the County in the lease agreement. According to additional research from DAS-Economic Development Division and the Office of Corporation Counsel, there is no record of a signed lease with the tenant. Therefore, it appears the County would be responsible for the entire capital request (estimated at approximately \$1.4M for design and construction).

Capital Sub-Project Breakdown				
SUB-PROJECT BY PHASE	Prior Yr(s)	2021	2022 - 2025	Total
	Approp.	Approp.	Approp.	Approp.
Basic Planning & Design	\$192,338	\$0	\$0	\$192,338
Construction & Implementation	\$0	\$0	\$1,189,131	\$1,189,131
Right-of-Way Acquisition	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
TOTAL	\$192,338	\$0	\$1,189,131	\$1,381,469

WO65501-WMC (Saarinen Bldg)-Switchgear Rplcmnt

This project addresses the need for electrical switchgear upgrades in the Saarinen Building at the War Memorial Center. The existing switchgear is original to the construction of the building (built in 1955 and in use for approximately 65 years) and serves the entire campus of the War Memorial Center and the Milwaukee Art Museum. Typical design life for electrical switchgear equipment is approximately 30 years. Recent evaluations of the switchgear by an electrical engineering consultant determined that the existing equipment is functional but obsolete, with replacement parts becoming more and more difficult to find. Extended power loss could cause extensive damage to the Art Museum’s collection. The scope of the project for 2021 consists of planning, design and installation of the replacement electrical switchgear, with an estimated cost of \$459,999.

According to research from DAS-Economic Development and Office of Corporation Counsel staff, the Milwaukee Art Museum and War Memorial Center prepared a Reserved Advisor Allowance cost estimate prior to executing a development agreement with the County in 2013, but cost allocations were vague and did not account for replacement of major equipment systems, such as electrical switchgear in the Saarinen Building.

The 2013 development agreement established an initial County contribution of \$200,000 to the Reserved Advisor Allowance. Under terms of the development agreement and using funding allocated under that development agreement for the emergency generator, the County retained an electrical engineering consultant to evaluate the electrical system and provide recommendations to bring the electrical systems up to code and working in a safe condition. The consultant’s review was completed in 2019, and the consultant’s recommendations form the basis for this capital request. Life safety updates and replacements were completed at the War Memorial Center in 2016, which accounted for a portion of the initial County contribution.

The County, War Memorial Center and Milwaukee Art Museum prepared a declaration of condominium in 2017 which is intended in part to define maintenance responsibilities for the campus. According to further analysis of the declaration of condominium by DAS-Economic Development staff and the Office of Corporation Counsel, since the electrical switchgear serves the entire campus, it would most likely be treated as a Common Element, with each party holding an undivided one-third interest. Costs associated would be Common Expenses subject to the review and approval of the Condominium Board. Maintenance and repairs would be executed and overseen by the Condominium Association.

It appears the County is responsible for one-third of the estimated project cost of \$459,999, or approximately \$153,333.

Please note, this project was mistakenly numbered WO647 in previous capital project request lists.

RECOMMENDATION

The CFPSC respectfully requests this information be included in the overall evaluation of the 2021 capital requests by the Capital Improvements Committee.



Peter Nilles, Director, Facilities Planning and Development
Facilities Management Division, DAS

cc: Vince Masterson, Capital Budget Coordinator, DAS-PSB
Jim Tarantino, Chair, County Facilities Planning Steering Committee
Stu Carron, Vice-Chair, County Facilities Planning Steering Committee
Aaron Hertzberg, Vice-Chair, County Facilities Planning Steering Committee
Adam Stehly, Project Manager, DAS-Economic Development Division