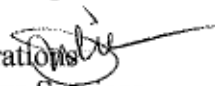


COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: February 15, 2013

TO: Chairwoman Marina Dimitrijevic
Milwaukee County Board of Supervisors

FROM: Julie Esch, Director of Operations 
Department of Administrative Services

SUBJECT: Informational Report on the Establishment of a Comprehensive Facilities Plan Workgroup

The Comprehensive Facilities Plan for Milwaukee County that was prepared by CBRE provides a thorough analysis of twenty-five buildings representing over three million square feet of space. The recommendations CBRE has provided in its final report offer many opportunities for Milwaukee County to become a better property manager. The recommendations are numerous and varied, which requires a multi-disciplinary approach to analyzing the recommendations for future implementation.

To that end, the Department of Administrative Services (DAS) would like to establish a Comprehensive Facilities Plan Workgroup (Workgroup) that would include members from the Office of the Comptroller, County Board staff, DAS – Facilities Management and DAS – Fiscal. The Workgroup would be tasked with developing short term, mid-term and long term projects for implementation, based on the CBRE report. The Workgroup would then present its recommendations to the Comptroller, County Executive and County Board for approval.

It is envisioned that the Workgroup would commence as soon as practicable and will report back with a timeframe for making recommendations.

Cc: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Scott Manske, Milwaukee County Comptroller
Don Tyler, Director, Department of Administrative Services
Craig Kammholz, Fiscal and Budget Administrator
Kelly Bablitch, Chief of Staff, County Board
Jim Burton, Director, Facilities Management Division
Greg High, Director, Architectural & Engineering Services Section
Greg Waszak, Facilities Maintenance Manager