

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E UNALLOCATED CONTINGENCY

Action Required

Finance, Personnel and Audit Committee  
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, 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 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$472,000	
	<u>Mitchell Park Domes Planning/Netting (WP49001)#</u>		
	8509 – Major Maintenance - Bldg (Exp)		\$472,000

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

An appropriation transfer of \$472,000 is requested by the Director of the Department of Administrative Services (DAS) and the Director of the Department of Parks, Recreation, & Culture (Parks) from the appropriation for contingencies to capital sub-project Mitchell Park Domes Planning/Netting (WP49001).

During the September 2015 County Board Committee cycle, adopted resolution(s) 15-601/626 established capital project WP49001 - Mitchell Park Domes from the County's Debt Service Reserve Fund for a protective netting system in the amount of \$400,000 and funding for long term planning options in the amount of \$100,000 for a total of \$500,000.

As the project scope and cost was better defined, the Departments of Administrative Services-Architecture & Engineering (A/E) and Parks determined that additional estimated funding of \$500,000 was required for the protective netting system (for the Show Dome) and long-term planning options. Adopted County Board Resolution 16-200 (Resolution) provided for an additional \$500,000 administrative transfer from the Appropriation for Contingencies budget (org 1945) to capital sub-project Mitchell Park Domes Planning/Netting (WP49001).

The Show Dome was the first of the three domes to receive the protective netting as it provides a number of revenue generating activities (i.e. weddings, special events, etc.). In addition, the Show Dome has significantly less plant and foliage obstructions when compared to the Arid and Tropical domes. Lastly, installing the protective netting first in the Show Dome allowed staff to better understand what the actual costs of netting installation would be, and therefore, provide a more accurate estimate for the Arid and Tropical Domes netting installation.

The protective netting for the Show Dome has been installed and is now open. The sub-project currently has adequate funding to begin installation of the protective netting for the Tropical Dome with work anticipated to begin in June.

A/E staff has indicated that an appropriation transfer in the amount of \$472,000 is required to install protective netting in the Arid Dome and continue the long-range planning process. If the transfer is approved, installation will begin in July and is estimated to be completed in mid-late October, 2016.

This transfer will provide the \$472,000 necessary for protective netting in the Arid Dome. Financing will be provided from \$472,000 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

**TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.**

2)		<u>From</u>	<u>To</u>
	<u>1945 – Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$374,235	
	<u>1151 – Department of Administrative Services</u>		
	6149 – Prof Serv-Non-recurring		\$311,130
	9706 – Prof Serv-Division Services		\$13,125
	8502 – Major Maint-Bldg (EXP)		\$49,980

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

An appropriation transfer of \$374,235 is requested by the Director of the Department of Administrative Services (DAS) from the appropriation for contingencies to the Department of Administrative Services – Facilities Management (DAS-FM) division.

As a result of a piece of failed façade that broke off the Milwaukee County Courthouse in March of this year DAS-FM staff (staff) has specified that expenditure authority of \$374,235 is required to cover unanticipated costs already incurred (for temporary fencing) and costs related to recommended façade inspection work for the Courthouse Complex.<sup>1</sup>

Staff have performed a Request for Proposal for façade inspection services and have indicated contracted costs of approximately \$311,130. Included in this amount is a \$50,000 allowance to address any immediate repairs that are discovered during the inspection. To note, staff has indicated that façade inspections are required every five years in order to be in compliance with City of Milwaukee rules and regulations.

Another component of the required work includes fencing and scaffolding surrounding the Courthouse (erected via a \$49,980 service contract with Arteaga). Fencing and scaffolding is not necessary for the Safety Building and Criminal Justice Facility (CJF) since most of this inspection will be done from ground level.

Lastly, the estimated crosscharges from the DAS Architecture & Engineering project management team is estimated at \$13,125.

This transfer will provide the \$374,235 necessary for façade inspections and related work to be conducted on the Courthouse Complex facilities. Financing will be provided from \$374,235 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

**TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.**

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<sup>1</sup> The Courthouse Complex includes the Safety Building, Criminal Justice Facility, and Courthouse facilities.

3)		<u>From</u>	<u>To</u>
	<u>1945 – Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$15,000	
	<u>1151 – Department of Administrative Services</u>		
	6149 – Prof Serv-Non-recurring		\$15,000

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

An appropriation transfer of \$15,000 is requested by the Director of the Department of Administrative Services (DAS) from the appropriation for contingencies to the Department of Administrative Services – Facilities Management (DAS-FM) division.

As a follow-up to last year’s County Board’s Finance, Personnel, and Audit Committee budget hearing discussions (October, 2015) regarding a potential new passenger elevator at the Milwaukee Public Museum (MPM), the DAS-Facilities Management division (DAS-FM) has secured a quote and proposal for preliminary planning/design services:

- Elevator equipment recommendations for capacity and speed;
- Hoist size requirements including accommodating and ambulance stretcher;
- A general contractor to serve as a consultant to provide a very preliminary design as a basis for determining the budget estimate for the related work of the trades;
- Consideration of preliminary disciplines including: engineering, demolition, concrete, masonry, door and frames, finishes, architectural and construction management fees, permits, HVAC, plumbing, electrical, sprinkler and fire alarm systems, flooring, elevator, and administrative costs;
- Preliminary budge estimate for a new elevator installation including the disciplines indicate above.

No appropriations were included in the DAS-FM operating budget to cover to costs identified above.

This transfer will provide the \$15,000 necessary to cover the preliminary planning/design services for a new passenger elevator. Financing will be provided from \$15,000 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.