MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 11/29/21   Original Fiscal Note   ☒

                                                        Substitute Fiscal Note   ☐

SUBJECT: <u>A report from the Director, Department of Health and Human Services, requesting passive review authorization to increase a purchase of service contract with American United Transportation, Inc (AUT) by $25,000 from January 1, 2021 through December 31, 2021</u>

FISCAL EFFECT:

☒   No Direct County Fiscal Impact   ☐   Increase Capital Expenditures

    ☒   Existing Staff Time Required

☒   Increase Operating Expenditures   ☐   Decrease Capital Expenditures
(If checked, check one of two boxes below)   ☐   Increase Capital Revenues

    ☒   Absorbed within Agency's Budget   ☐   Decrease Capital Revenues

    ☐   Not Absorbed Within Agency's Budget

☐   Decrease Operating Expenditures   ☐   Use of contingent funds

☒   Increase Operating Revenues

☐   Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	$25,000	$0
	Revenue	$25,000	$0
	Net Cost	$0	$0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.[1] If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

This report authorizes the Director, Department of Health and Human Services, to increase the 2021 contract with American United Transportation (AUT) by $25,000 for transportation and delivery costs of meals to seniors of Milwaukee county who can no longer dine at congregate meal sites.

The increase is funded through American Rescue Plan Act (ARPA) funding of 2021-2022. No assumptions were made in providing the information on this fiscal note.

This AUT contract amendment has no net fiscal impact in 2021 other than the allocation of staff time required to prepare the accompanying report and resolution.

Department/Prepared By: <u>Mary Proctor Brown, Budget Manager, Department of Health and Human Services</u>

Authorized Signature <u>*Shakita LaGrant-McClain*</u>

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

Did CBDP Review?[2] ☐ Yes ☐ No ☒ Not Required

---

[1] If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

[2] Community Business Development Partners' review is required on all professional service and public work construction contracts.