

### MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** August 18, 2023

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Requesting authorization to allocate the remaining \$6,452,755 of Federal American Rescue Plan Act of 2021 funds from the allocated contingency account in Capital Improvement Project WY072601 to establish digital transformation projects.

**FISCAL EFFECT:**

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact<br><input checked="" type="checkbox"/> Existing Staff Time Required<br><input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input checked="" type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><input type="checkbox"/> Use of contingent funds |
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*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*
<b>Operating Budget</b>	Expenditure		
	Revenue		
	Net Cost		
<b>Capital Improvement Budget</b>	Expenditure	\$6,452,755	\$0
	Revenue	\$6,452,755	\$0
	Net Cost	\$6,452,755	\$0

\*Expenditure and Revenue is reflective of the initial budget authority the County Board previously established for the DAS-IMSD related items under existing capital project WY072601-Milwaukee County Digital Transformation Initiative (adopted County Board file #22-106). Project expenditures will be encumbered by 12/31/2024 and spent by 12/31/2026

## 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. <sup>1</sup> 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.
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<sup>1</sup> 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.

<sup>2</sup> Office of Economic Inclusion review is required on all professional service and public work construction contracts.

- A. Resolution 22-106 authorized \$500,000 for a digital transformation assessment and set aside \$10,000,000 of ARPA funds in WY072601 – Milwaukee County Digital Transformation Initiative, to effectuate identified projects. Funds set aside are to be released upon the County Board’s review and approval of the projects cited in IMSD’s digital transformation assessment plan (plan).

Since the adoption of Resolution 22-106, the County Board has authorized the digital transformation projects listed below, leaving \$6,452,755 allocated for additional digital transformation projects.

22-977 and 22-1085

- WI020201 – END USER DEVICE LIFECYCLE – PHASE 1 - \$1,400,000
- WI020801 – WIRELESS INFRASTRCTR COUNTY BUILDINGS - PHASE 2 - \$250,000
- WO054701 – ENTERPRISE DATA & ANALYTICS-PHASE 1 - \$965,000
- WI020101 – HR BENEFITS SYSTEM REPLACEMENT - \$560,665

23-200

- WY072607 – Sheriff Foreclosure Sale Auction Solution – \$277,980

23-435

- WY072608 – Public Meeting Translation Services - \$93,600

The request is to authorize the allocation of the remaining \$6,452,755 funds.

- B. Allocate \$ 6,452,755 out of adopted ARPA funded capital project WY072601-Milwaukee County Digital Transformation Initiative. The budget authority would be reallocated from the capital project’s contingency account to the projects identified below and in the attached presentation with authority to transfer funds among projects as required due to more specific costs being identified during the procurement process.

14 Proposed Initiatives	Strategic Focus Area(s)	Proposed ARPA Cost Allocation	Number of Impacted Departments
Meeting Space Technology Updates	2A, 2B	\$400,000	4
Microsoft Teams VOIP	2B	330,000	All (39)
P2P System (Assessment + Implementation)	1C, 2B	1,385,000	All (39)
Contract Management Platform	1A, 1C, 2B	450,000	All (39)
Employee Self-Service	1B, 2B, 3B	225,000	All (39)
Court Document Management System	2B, 3B	355,000	1
Contact Repository & Management Systems	1A, 1B, 1C, 2B, 2C, 3C	490,000	All (39)
Case and Task Management Systems	2B, 3B	625,000	4
e-Discovery Solution	1B, 2A, 2B, 2C, 3A, 3B, 3C	445,000	3
DHHS NetSmart for ADS (No Wrong Door component)	2B	700,000	2

14 Proposed Initiatives	Strategic Focus Area(s)	Proposed ARPA Cost Allocation	Number of Impacted Departments
Constituent 311 Self-Service	2B	350,000	26
Central Leadership: Chief Transformation Officer	2B, 3B	400,000	All (39)
Website Content Management System	2A, 2B, 3C	160,000	6
RFP Bid Platform	1A, 1B, 2C	137,755	All (39)
<b><u>\$6,452,755</u></b> <b><u>Remaining ARPA Funds Avail.</u></b>	<b><u>All</u></b>	<b><u>\$6,452,755</u></b>	<b><u>All</u></b>

C. There are sufficient funds in the County’s ARPA program and the allocated contingency account in Capital Improvement Project WY072601 for digital transformation to fund the \$6,452,755 request. Approval of this action would leave no funds within Capital Improvement Project WY072601. There is no tax levy impact.

Funds will be encumbered by 12/31/2024 and spent by 12/31/2026.

D. Project estimates in Baker Tilly’s report are based on understanding of the County, experience with other government entities, and experience with similar digital transformation projects being proposed.

Department/Prepared By DAS-IMSD – Matt Johnson – IT Director Governance and Business Solutions

Authorized Signature *Jacqueline Bobo*

Did SBP Fiscal Staff Review?  Yes  No

Did OEI Review?<sup>2</sup>  Yes  No  Not Required