



Community Business Development Partners  
**MILWAUKEE COUNTY**

RICK NORRIS, PE • Director, DBE Liaison Officer, ACDBE Liaison Officer

**INTER-OFFICE COMMUNICATION**

DATE: March 23, 2015

TO: Supervisor Marina Dimitrijevic, Chair, Milwaukee County Board of Supervisors  
Supervisor Patricia Jursik, Chair, Economic and Community Development Committee  
Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works and Transit Committee

FROM: Rick Norris, PE, Director, Community Business Development Partners

SUBJECT: **DBE Wavier Report for January 2015**

**DIRECTIVE**

At the request of the Committee on Economic and Community Development, the Community Business Development Partners Department (CBDP) provides a monthly update on the Disadvantaged Business Enterprise (DBE) utilization waivers requested by, and granted to, Milwaukee County departments/divisions.

**BACKGROUND**

CBDP is responsible for designing, implementing, monitoring and enforcing Milwaukee County's DBE Program in order to maintain compliance with Federal Regulations and Milwaukee County Ordinances. Implementation of the Program includes assignment of participation goals on, both, Federal and County funded contracts, as well as monitoring and enforcing compliance of these contracts. Participation goals may only be established on contracts where opportunities exist for ready, willing and able certified firms to perform commercially useful functions related to the satisfaction of those contracts.

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) key objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Parts 23 and 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Executive and the full County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action designed to ensure the same level of commitment and consistency in approach to the facilitation of small business involvement when and where appropriate has been enacted in Chapter 42 of the Milwaukee County Code of General Ordinances.

Milwaukee County is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of over 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. Milwaukee County has the responsibility of verifying and maintaining the certification status of 361 of the 828 currently certified firms throughout the State, while processing all new applications for DBE certification.

WAIVER REQUESTS

When CBDP receives a waiver request from a department/division, staff thoroughly reviews it and available supporting documentation before rendering a determination. The Director may require staff to gather more comprehensive information or to provide more detailed clarification regarding any identified issues prior to issuing a determination.

WAIVER REPORT SUMMARY

The figures below include Professional & Management Service and Capital Improvement/Maintenance contracts awarded during January 2015. This report does not include contracts awarded by the Procurement Division of the Department of Administrative Services processes under Chapter 32. Please see the attachment for waivers requested as broken out by owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval.

<b>Total Contracted Dollars for Period</b>	<b>\$ 10,627,410</b>
<b>Total Contracted Dollars w/o DBE Participation</b>	<b>\$ 6,913,919</b>
<b>Percentage of Contracts w/o DBE Participation</b>	<b>65.06%</b>
<b>Total Contracted Dollars w/ Waiver Approval</b>	<b>\$890,523</b>
<b>Percentage of Contracts w/ Waiver Approval</b>	<b>8.38%</b>
<b>Total Contracted Dollars w/o Waiver Approval</b>	<b>\$ 0</b>
<b>Percentage of Contracts w/o Waiver Approval</b>	<b>0.0%</b>

It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a) and 56.30(10)(a).

<b>Total Contracted Dollars for Period</b>	<b>\$ 10,627,410</b>
<b>Total Exempted Contract Dollars</b>	<b>\$6,023,396</b>
<b>Percentage of Exempted Contracts for Period</b>	<b>56.68%</b>

RECOMMENDATION

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:



Rick Norris, PE  
Director, CBDP

CC: Chris Abele, Milwaukee County Executive

Director's Report

<sup>1</sup> These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(a). Not included in the waiver calculations.

<sup>2</sup> Waivers approved by CBDP; within guidelines of Code of General Ordinances

<sup>3</sup> Contracts issued by Departments in violation of the Code of General Ordinances; CBDP is made aware of these projects when Accounts Payable forwards new contract information.

<sup>4</sup> Total does not include Procurement Division Figures

Total Contract \$ Amount for Period <sup>4</sup>	\$ 10,627,410
Total Contract \$ Amount w/o DBE Participation for Perio	\$ 6,913,919
Percentage w/o DBE Participation	65.06%
Total Approved Waiver \$ Amount <sup>2</sup>	\$ 890,523
Percentage Waived <sup>2</sup>	8.38%
Total Unapproved Waiver \$ Amount <sup>3</sup>	\$ -
Percentage w/o Waiver Approval <sup>3</sup>	0.00%
Total Exempted \$ Amount	\$ 6,023,396
Percentage Exempted from Waiver Calculations	56.68%

Date	January 2015
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DEPARTMENT	CONSULTANT/CONTRACTOR	SERVICES	COMMENTS	EXEMPTED	Waived	Unapproved Waivers
<b>Comptroller</b>	<b>Gray CPA Consulting, P.C./Gray &amp; Associates, CPAs</b>	Set up of caseware software for CAFR and two days of on-site training	Specialized Service		\$ 51,660.00	
	<b>Quarles &amp; Brady</b>	Professional services rendered through December 11, 2014 in connection with the airport revenue bonds supplemental resolution	(blank)	\$ 7,875.25		
		The potential O'Donnell sale	(blank)	\$ 12,403.50		
		Professional services rendered through December 9, 2014 in connection with the MCDC initiative	(blank)	\$ 21,865.25		
	<b>U S Bank</b>	US Bank Administration Fees for the 2005A&2005B airport revenue bonds	(blank)	\$ 1,205.00		
		Administration fees for 2007A, 2006A&B & 2009A&B airport revenue refunding bonds	(blank)	\$ 3,250.00		
<b>Dept. on Aging</b>	<b>Indian Council of the Elderly Inc.</b>	Services to Native American Elderly	Grant funded	\$ 84,572.00		
	<b>SET Ministry, Inc.</b>	Outreach in Public Hearing	Grant funded	\$ 67,500.00		
	<b>SDC Community Relations</b>	Benefits enrollment	Grant funded	\$ 9,500.00		
	<b>IMPACT Inc.</b>	Telephone back-up and after hours coverage for Aging's Call Center	Grant funded	\$ 30,000.00		
	<b>Milwaukee Lesbian, Gay, Bisexual, Transgender Community Center, Inc. ( LGBT)</b>	Outreach services to LGBT older adults	Grant funded	\$ 20,000.00		
	<b>Project Focal Point Community Center</b>	Programs in Minority Senior Centers	Grant funded	\$ 60,000.00		
	<b>Goodwill Industries of S.E. WI, Inc.</b>	Case management & delivery services for home delivered meals/Nutrition site supervision services/shopping & errands	Grant funded	\$ 1,045,603.00		
	<b>Asian American Community Center</b>	Services to Asian American Elderly Social & Nutritional	Grant funded	\$ 37,500.00		
	<b>Hmong American Friendship Association, Inc.</b>	Elderly Translation & Interpretation	Grant funded	\$ 32,850.00		
	<b>Alzheimer's Disease &amp; Related Disorders Association of SEWI, Inc.</b>	Alzheimer's Counseling & Community Support Services	Grant funded	\$ 50,000.00		
	<b>United Community Center</b>	Contract for elderly services	Grant funded	\$ 410,189.00		
	<b>Milwaukee Christian Center</b>	Southeast Asian Outreach & Access Services: recreation, socialization and education	Grant funded	\$ 53,550.00		
		Nutrition Site Supervision & On-Site Ethnic Meal	Grant funded	\$ 40,000.00		
	<b>Bethesda Community Senior Citizens' Center, Inc.</b>	Minority Senior Center	Grant funded	\$ 85,000.00		
<b>Parks</b>	<b>Walter Schroeder Aquatic Center</b>	Preferential use of Pulaski pool	Rental Space		\$ 8,000.00	
<b>DAS-Facilities Management</b>	<b>Milwaukee County Research Park Corporation</b>	Lease with research park corporation for transportation division	Specialized Service		\$ 17,235.28	
	<b>Most Worshipful Prince Hall Grand Lodge, Inc.</b>	Lease with Most Worshipful Prince Hall Grand Lodge for Housing Division	Specialized Service		\$ 115,573.00	
	<b>Everbridge</b>	Annual subscription for EMS	Specialized Service		\$ 30,200.00	
	<b>AECOM</b>	Mill Pond Sluice Gate Replacement	Annual Consultant		\$ 9,839.00	
	<b>The Sigma Group</b>	War Memorial Fire Alarm	Annual Consultant		\$ 2,121.53	
<b>DHHS-Housing Division</b>	<b>Salvation Army, Greater Milwaukee Chapter</b>	To provide emergency shelter services	Specialized Service		\$ 154,080.00	
<b>Medical Examiner</b>	<b>Lake Country Pathologist</b>	Forensic Toxicology Laboratory Director	Specialized Service		\$ 75,000.00	
<b>Personnel Review Board</b>	<b>Gonzalez Saggio &amp; Harlan LLP</b>	Managing outside counsel on behalf of Milwaukee County Personnel Review Board	Specialized Service		\$ 80,000.00	
	<b>Chuck Schumacher</b>	To serve as hearing officer for the Milwaukee County Civil Service Commission	Specialized Service		\$ 12,500.00	
	<b>Omar Sultan Mallick</b>	To serve as a hearing officer for the Milwaukee County Civil Service Commission	Specialized Service		\$ 12,500.00	
<b>DHHS-DSD</b>	<b>Curative Care Network, Inc.</b>	For the birth to three program that is federally mandated program	Specialized Service	\$ 1,425,125.00	\$ -	
	<b>Hmong American Friendship Association</b>	To provide advocacy services to individuals with disabilities and family caretakers	Specialized Service		\$ 25,000.00	
	<b>Best Budies Wisconsin</b>	To provide assistance to DSD clients by matching them with community individuals without disabilities	Specialized Service		\$ 30,000.00	
	<b>NRS Services, LLC</b>	The agency serves adults with co-occurring mental illness and an intellectual disability	Specialized Service	\$ 500,000.00	\$ -	
	<b>Milwaukee Time Exchange</b>	To provide assistance to DSD clients by matching them with community individuals without disabilities	Specialized Service		\$ 20,000.00	
<b>Combined Court Related</b>	<b>State of Wisconsin/Wisconsin State Law Library</b>	To order, receive, catalog and set up each judge and the Central Resource Library to comply with the standard law book collection	Specialized Service		\$ 35,000.00	
	<b>State of Wisconsin</b>	To continue the operation of the Legal Resource Center that has been ongoing since 1996	Specialized Service		\$ 139,829.00	
<b>Delinquency &amp; Courts</b>	<b>Southwest Key Programs</b>	UW Madison provides a process improvement for the BHD settings to improve treatment	Specialized Service		\$ 12,000.00	
		To reduce the likelihood of re-offense, enhance community safety, ensure youth accountability	Specialized Service	\$ 2,025,408.00	\$ -	
<b>Dept. of Family Care</b>	<b>Blumenfeld &amp; Associates</b>	To coordinate administrative services for family care	Specialized Service		\$ 12,622.44	
<b>Child Support</b>	<b>Alma Center, Inc.</b>	Pathways to responsible fatherhood grant for vital job training	Grant funded		\$ 1,250.00	
<b>DOT-Administration</b>	<b>Reinvention LLC</b>	The strategic planning project engagement	Specialized Service		\$ 11,113.00	
<b>Audit</b>	<b>Baker Tilly Virchow Krause, LLP</b>	Assessment of Milwaukee County's Risk Management	Specialized Service		\$ 35,000.00	
<b>Grand Total</b>				\$ 6,023,396.00	\$ 890,523.25	

DASHBOARD

