

**COUNTY OF MILWAUKEE**  
INTEROFFICE COMMUNICATION

DATE : November 19, 2015

TO : Supervisor Theodore Lipscomb, Sr., Chairman, County Board of Supervisors

FROM : Pamela Bryant, Capital Finance Manager, Office of the Comptroller

SUBJECT : Project Completion Status Report (**Informational Only**)

**BACKGROUND**

As requested by Policymakers, the Office of the Comptroller is providing a report on the status of capital improvement projects. The purpose of this semi-annual report is to provide Policymakers with detailed information on the completion status of capital projects. In addition, the report will provide a tool for the County to monitor the timely completion of projects and provide early identification of areas of concern. The attached report includes the following information, provided both by County Departments and the Office of the Comptroller:

- A list of all capital projects
- Estimated project completion percentage
- Substantial completion dates
- Completion dates of as September 30, 2015
- The year and amount of the most recent appropriation

**Defined Terms**

Below is a list of terms included in the attached report.

Project: the projects are the reporting category. In the previous report the reporting category could be a project (5-digit), subproject (7-digit) or phase (8-digit). The first 5 digits of the project number represent the project, the next two digits represent the subproject for that project and the last digit represents the phase for that project. For this report and future reports the reporting category will be the subproject (7-digit).

Budget: the budget amounts include the 2014 carryover amount, 2015 adopted capital budget amount and 2015 capital transfers.

Expended: 2015 expenditures.

Percentage Complete: the percent of the project work scope that has been completed.

Substantial Completion Date: the date in which the project can be used for its intended purposes. All operating parameters must be within specifications and no major construction is on-going that would prevent the agreed upon use or occupancy of the project work. Project may have unresolved issues due to circumstances beyond the control of the contractor and/or project manager. Job authorization may still be open and accumulating charges. Majority of funds have been spent. Warranties on workmanship and equipment commence.

Completion Date: the date that all project work is completed and substantiated in accordance with project documents have been closed, punch list items confirmed complete, all related contracts and work authorizations have been closed, and the final pay requests paid, record documents have been filed and project files have been archived.

### **Departmental Project Completion Results**

Based on information as of September 30, 2015 for the capital improvements program, departments have approximately \$272 million in budget authority for 375 sub-projects compared to \$314 million in budget authority for 400 sub-projects in September 30, 2014.

Expenditures as of September 30, 2015 total \$72.0 million, with \$56.0 million under contract. This compares to expenditures as of September 30, 2014 that total \$83.5 million with \$60.1 million under contract.

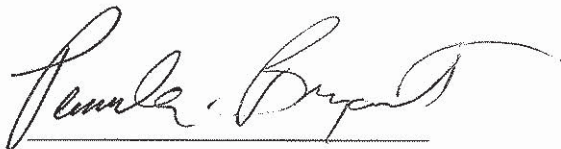
The available balance or budget authority as of September 30, 2015 totals \$144.2 million or 53 percent of the remaining budget. This compares to an available balance as of September 30, 2014 that totaled \$170.4 million or 54 percent of the remaining budget.

The table below summaries the data by department. See Attachment 1 for a presentation of the data for all of the capital projects as of September 30, 2015.

# OF PROJECTS	DEPT	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE BALANCE	% of Budget Approp Remaining
41	Highways	\$ 27,753,829	\$ 3,339,599	\$ 869,187	\$ 23,545,043	85%
13	Mass Transit	\$ 23,876,966	\$ 6,724,473	\$ 9,676,440	\$ 7,476,053	31%
39	Airport	\$ 77,042,459	\$ 21,165,027	\$ 17,694,192	\$ 38,183,239	50%
11	Envrinmental	\$ 1,785,826	\$ 311,116	\$ 188,705	\$ 1,286,004	72%
92	Parks	\$ 44,223,435	\$ 12,815,536	\$ 10,623,447	\$ 20,784,452	47%
10	Museum	\$ 4,129,786	\$ 1,118,701	\$ 287,946	\$ 2,723,139	66%
34	Zoo	\$ 19,423,708	\$ 3,084,325	\$ 1,837,262	\$ 14,502,121	75%
4	BHD	\$ 752,147	\$ 4,863	\$ 614,733	\$ 132,551	18%
8	DHHS	\$ 853,400	\$ 45,409	\$ 131,402	\$ 676,589	79%
7	County Grounds	\$ 3,241,877	\$ 209,896	\$ 1,183,345	\$ 1,848,636	57%
17	Courthouse Complex	\$ 8,135,036	\$ 1,019,280	\$ 367,435	\$ 6,748,321	83%
5	HOC	\$ 2,680,738	\$ 691,047	\$ 747,748	\$ 1,241,943	46%
94	Other Agencies	\$ 58,315,952	\$ 21,444,392	\$ 11,797,384	\$ 25,074,176	43%
375	Total	\$ 272,215,159	\$ 71,973,664	\$ 56,019,227	\$ 144,222,268	53%

### Committee Action

This is an informational report only. This report should be referred to and reviewed by the Finance, Personnel, and Audit Committee.



Pamela Bryant  
Capital Finance Manager  
Office of the Comptroller

### Attachments

pc: Chris Abele, County Executive  
Supervisor Willie Johnson, Co-Chair, Committee on Finance, Personnel and Audit  
Supervisor Luigi Schmitt, Co-Chair, Committee on Finance, Personnel and Audit  
Teig Whaley-Smith, Director, Department of Administrative Services  
Steve Kreklow, Director, Office of Performance, Strategy and Budget  
Raisa Koltun, Chief of Staff, County Executive's Office  
Kelly Bablitch, Chief of Staff, County Board  
Justin Rodriguez, Budget and Management Coordinator  
Stephen Cady, Research Director  
Vince Masterson, Fiscal and Strategic Asset Coordinator