

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 1/5/17

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to execute a contract with TAPFIN, a ManpowerGroup Solutions Company, to continue the Department of Health and Human Services (DHHS) Case Management Project

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

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		
	Revenue		
	Net Cost		
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.

A. The Department of Health and Human Services (DHHS) and the Department of Administrative Services – Information Services Division (IMSD) are seeking authorization to execute a contract with TAPFIN to continue the DHHS Case Management Project.

B. The contract with TAPFIN reflects a total cost of \$1,857,740 for phase three of the project involving the mapping of existing case management activities, development of detailed business requirements and review of Request for Proposals (RFP) to identify a vendor solution.

C. Funding is coming from the Delinquency and Court Services Division's (DCSD) Youth Aids contract with the State Department of Children and Families (DCF). Due to a declining average daily population (ADP) throughout 2016, corrections charges for juveniles held at the State institutes are lower than anticipated and a funding surplus exists. The 2016 budgeted ADP is 125 compared to a year-to-date average of 83 thru November. DHHS has discussed this initiative with the State and is in the process of obtaining a waiver to encumber and draw funds for this project.

D. No further assumptions are made.

Department/Prepared By Clare O'Brien, Senior Budget Analyst – DHHS
Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CDPB Staff Review? 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.