

County of Milwaukee
Interoffice Communication

DATE: February 14, 2018

TO: Sup. Theodore Lipscomb, Sr., Chairman, Milwaukee County Board of Supervisors
Sup. Peggy West, Chair, Committee on Finance and Audit

FROM: Holly Davis, Executive Director, Department on Aging

RE: Request for a Fund Transfer from the Milwaukee County Contingency Fund to fund seven months of operations and programming at county-owned senior centers

Request Summary

I respectfully request that the attached resolution, report and fiscal note be scheduled for consideration by the Committee on Finance and Audit at its meeting on March 15, 2018.

The Department on Aging is requesting a fund transfer in the amount of \$655,006 from the Milwaukee County Allocated Appropriation for Contingencies to provide seven months of funding for operations and programming at the five county-owned senior centers from June 1, 2018 through December 31, 2018.

Background

File 17-763, adopted by the Milwaukee County Board of Supervisors on December 14, 2017, authorized the Department on Aging to execute a purchase-of-service contract with Interfaith Older Adult Programs, Inc. in the amount of \$1,122,867 from January 1, 2018 through December 31, 2018. Per the terms of this contract, Interfaith provides a variety of programming options for seniors at the following five county-owned centers: Kelly Senior Center, McGovern Park Senior Center, Washington Park Senior Center, Clinton Rose Senior Center, and Wilson Park Senior Center.

The 2018 Adopted Budget funds senior center operations through June 1, 2018, after which time the contract would be month-to-month through December 31, 2018. The 2018 Adopted Budget provided funding based on the annualized contract amount of \$1,122,867. Of the \$1,122,867 provided for this contract, funding from June 1, 2018 through December 31, 2018 (\$655,006) is in an allocated contingency account within the Appropriation for Contingencies. We ask that the \$655,006 be transferred from the allocated account in the Appropriation for Contingencies to our Department budget so that seniors can continue to have access to operations and programming at the senior centers.

The 2018 Adopted Budget also requested the Department on Aging to provide a report to the County Board by the March 2018 cycle on the feasibility and cost of providing senior center programming with county employees or another contractor beginning June 1, 2018. The 2018 Adopted Budget also required that any plan or contract for senior center programming must require that senior centers are open five days per week, 52 weeks per year.

Senior Center Programming Options

The chart below is a summary of all Interfaith positions currently staffing operations at the five county-owned senior centers, with the exception of the following positions: Volunteer Manager (.25 FTE), Grant Accountant (.1 FTE), and VP Older Adult Services (.05 FTE). Our analysis indicates that it would cost \$1,593,550 for Milwaukee County to provide this same level of staffing coverage with its own employees on an annualized basis – roughly \$470,683 more per year than the current contract with Interfaith.

Position Title	% FTE	7 months Wages & Salaries	Fringe Benefit Subtotal	Total All
Kelly Senior Center				
Senior Center Mgr	50%	\$12,784	\$19,889	\$32,673
Program Coordinator	100%	\$16,917	\$17,999	\$34,916
Maintenance/Custodian	100%	\$27,060	\$20,217	\$47,277
Clinton Rose Senior Center				
Senior Center Mgr	100%	\$25,569	\$19,890	\$45,459
Program Coordinator	75%	\$12,688	\$17,057	\$29,745
Program Coordinator	50%	\$8,458	\$16,127	\$24,585
Custodian Supervisor	100%	\$16,550	\$17,906	\$34,456
Maintenance/Custodian	50%	\$15,786	\$17,738	\$33,524
McGovern Senior Center				
Senior Center Mgr	100%	\$25,569	\$19,890	\$45,459
Washington Park Senior Center				
Senior Center Mgr	100%	\$25,569	\$19,890	\$45,459
Program Coordinator	75%	\$19,177	\$18,484	\$37,661
Woodshop Coordinator	25%	\$5,581	\$427	\$6,008
Custodian Supervisor	100%	\$16,550	\$17,906	\$34,456
Maintenance/Custodian	50%	\$15,786	\$17,738	\$33,524
Wilson Senior Center				
Senior Center Mgr	50%	\$12,784		\$12,784
Program Coordinator	100%	\$16,917	\$17,999	\$34,916
Program Coordinator	100%	\$16,917	\$17,999	\$34,916
Custodian Supervisor	100%	\$16,550	\$17,906	\$34,456
Shared Services				
Senior Center Director	100%	\$33,359	\$21,603	\$54,962
Program Support Manager	100%	\$25,333	\$19,838	\$45,171
Wellness Coordinator	50%	\$21,367	\$15,902	\$37,269
Maintenance costs				\$23,248
Operations costs				\$166,647
Total:		\$387,271	\$352,405	\$929,571

Notes:

1. Above rates are based on the 2018 budget assumptions
2. Salaries based on Interfaith's RFP wage information
3. Custodial wages assigned in accordance with Milwaukee County Minimum Wage ordinance 52.09 @ rate of \$13.01/hr. for 2018, but will increase year to year
4. As noted in the 2018 Budget Development Instructions: Active Pension: 14.34% of salary (Object 5421) ; Active Health Care: \$14,267 per eligible FTE (Object 5420)
5. In 2018, the annual legacy cost per Aging employee is \$38,265
6. Maintenance & Operations costs based on average of actual 2013-2016 costs to Interfaith

* Senior Center Manager is shared between Kelly and Wilson - fringe benefits cost allocated to Kelly budget

Our analysis did not take into account the cost of having a different third-party party manage the senior center contract. Our Department's 2018 senior center programming RFP resulted in one bidder (Interfaith), and previous RFP processes coordinated by our Department have resulted in the same outcome. Without having any evidence that there are other vendors with the interest or capacity to contract with the county to provide senior center programming, the only cost comparison that we can make at this point is with county employees.

We have begun exploring the steps that would be needed to execute a Request for Qualifications (RFQ) process. Based on our initial conversations with Department of Administrative Services staff, we estimate that we can complete this process by the end of this year.

If you have any questions about the resolution or the report, please call me at 289-6876.



Holly Davis, Executive Director
Milwaukee County Department on Aging

cc: County Executive Chris Abele
Supervisor Steve Taylor
Supervisor Marina Dimitrijevic
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Attachments