

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** April 12, 2021

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** From the Superintendent, House of Correction, requesting authorization to execute a one-year contract extension in the amount of \$794,244 with Wisconsin Community Services, Inc. to manage the Milwaukee County Day Reporting Center for the period of January 1, 2022 to December 31, 2022 to ensure continuity in programming services and also increasing the cost of communications services from \$5,000 to \$7,500 for both the 2021 and 2022 calendar years

**FISCAL EFFECT:**

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures  
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

*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.*

|                                   | <b>Expenditure or Revenue Category</b> | <b>Current Year</b> | <b>Subsequent Year</b> |
|-----------------------------------|--|---------------------|------------------------|
| <b>Operating Budget</b>           | Expenditure                            | \$0                 | \$0                    |
|                                   | Revenue                                | \$0                 | \$0                    |
|                                   | Net Cost                               | \$0                 | \$0                    |
| <b>Capital Improvement Budget</b> | Expenditure                            | \$0                 | \$0                    |
|                                   | Revenue                                | \$0                 | \$0                    |
|                                   | Net Cost                               | \$0                 | \$0                    |

## 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.

A. Approval of this contract will authorize the Superintendent of the House of Correction (HOC) to enter into a one-year contract with Wisconsin Community Services, Inc., to manage the Day Reporting Center for the 2022 calendar year and pay for increased communications costs (phone and internet) at the DRC for both 2021 and 2022.

B. Total cost for the contract to manage the Day Reporting Center is \$794,244 per year. This cost was included in the 2021 Adopted Budget and will also be in the HOC's 2022 budget request.

C. The cost of \$794,244 plus other nominal pass through charges (e.g., utilities, phone services) less projected revenues was included in the HOC's 2021 budget request. The vendor's costs are higher than what was approved in the contract that was executed, and an increase from \$5,000 to \$7,500 per year is requested. The HOC budgeted a sufficient amount (\$9,415) in the 6329 communications object to pay for this increase.

D. Page 1 of this form assumes the HOC's 2022 departmental budget request will be adopted and again include the cost of \$794,244 for management of the Day Reporting Center including reimbursement costs for communications services.

Department/Prepared By      HOC/June Jackson

<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.

Authorized Signature

*Jane Jahn*

Did DAS-Fiscal Staff Review?

Yes

No

Did CDBP Review?

Yes

No

Not Required

