


Meeting Minutes	
Committee: County Facilities Plan Steering Committee Phase 4.0	Date: 11/18/2021
Location: teleconference	Meeting Sequence 120
Committee Voting Members in Attendance: Jim Tarantino, Stu Carron, Adam Stehly, Peter Nilles, Tim Christian, Vera Westphal, John Blonien, David Muhammad, Erica Goblet	

1. County Facilities Plan System Update (informational only)

No items.

2. County Facilities Plan Project Requests

a. 2021-028 – Veteran Services relocation

DAS-Economic Development staff and Office of Veteran Services leadership provided an overview of the proposed relocation.

Action: A motion to recommend approval of the letter of intent and lease amendment, contingent on review of the new location for life safety and accessibility by County staff, was seconded, motion passed unanimously.

b. 2021-005 – DHHS-BHD Children’s Community Wellness Clinic (informational only)

DHHS-BHD provided an update on the proposed lease location and plans for operational program and build-out to support operations.

c. 2021-029 – Parks WE Energies Root River Parkway gas easement

Parks staff provided a description of the easement.

Action: A motion to recommend approval of the easement was seconded, motion passed unanimously.

d. 2021-030 – Parks agricultural leases

Parks staff provided a summary of the leases.

Action: A motion to recommend approval of the leases was seconded, motion passed unanimously.

e. 2021-031 – Parks Wilson Rec SHAW lease

Parks staff provided a summary of the proposed lease. There is currently an HVAC project being scoped for the facility. The Comptroller’s office requested updates on status of the HVAC, to help determine if the use of taxable bonds is justified.

Action: A motion to recommend approval of the lease was seconded, motion passed unanimously.

3. County Facilities Plan Strategy Updates (informational only)

a. Coggs reinvestment strategy

i. Program refinement

DHHS and DAS staff continue to develop the project scope. An Owners Project Requirements document is being drafted to summarize goals and expectations for the project, for reference throughout the project execution.

ii. Project delivery tasks

DAS-FMD staff are contemplating the use of a Construction Manager at Risk (CMaR) delivery method, as opposed to the traditional Design-Bid-Construct delivery method, to shorten the project delivery timeline. CMaR has been reviewed with Corporation Counsel, and it can meet State statute and local ordinance requirements if appropriate procurement controls are incorporated in the contract. DAS-FMD and Corporation Counsel are currently reviewing and updating industry-standard professional service and construction contract documents to conform to Milwaukee County requirements.

DAS-FMD staff also contemplate hiring a consulting firm to provide owner's representation services, to help with overall project coordination.

iii. Funding strategy

DHHS has submitted a report to the ARPA Task Force to request funding for the capital projects associated with the project. DHHS and DAS-FMD staff will present the report at the December 2 ARPA Task Force meeting.

b. Admin Space Strategic Facility Plan Recommendations

i. Acceptance and communication of findings

The recommendations were presented to the CFP Steering Committee at its September 23, 2021 meeting. No action was requested or taken by the CFP Steering Committee at that time. DAS-FMD Facilities Planning and Development staff intend to prepare and submit an informational report to the County Board in the January 2022 cycle to provide the recommendations.

ii. Results of draft fit plans

At the request of DAS-FMD Facilities Planning and Development staff, the project consultants tested the findings in the plan, and prepared test fits of the Department of Human Resources space and Child Support Services space in the Courthouse. During project data gathering, the Department of Human Resources indicated that they were open to the idea of teleworking, while Child Support Services indicated that their work requirements did not lend to teleworking. The test fits were done using the previously-adopted Milwaukee County office space standards, for offices and workspaces within the Courthouse.

1. DHR traditional and hybrid office format

The test fit for a traditional office format resulted in recovery of about 10,300 square feet. The test fit for a hybrid teleworking format resulted in recovery of about 14,600 square feet (assuming the space is dedicated to DHR), or about 13,700 square feet (assuming the incorporation of some conference room space to be shared with other Courthouse tenants). In all cases, the current DHR space on the first floor mezzanine was repurposed for DHR storage purposes only.

2. Child Support traditional office format

The test fit for a traditional office format resulted in recovery of about 8,400 square feet (the entire Child Support space currently on the first floor mezzanine). To duplicate the same number and size of existing offices and workstations, the test fit was short about 29 workstations. Reductions in size of workstations from 48 square feet to 36 square feet resulted in a test fit which accommodated all staff.

4. New Business (informational only)

- a. The State of Wisconsin has announced that the Wisconsin State Crime Lab will become a part of the proposed building being developed on the Milwaukee Regional Medical Center campus by the Medical College of Wisconsin. The Center for Forensic Science and Protective Medicine (CFSPM) is also intended for the same building. This announcement from the State may indicate a path forward for eventual relocation of the Office of the Medical Examiner and Office of Emergency Management to the building.

5. Tabled Topics & Projects

No items.

6. Announcements

No items.

8. Adjournment