

ENROLLED RESOLUTION 169-4

ADOPT FIVE-YEAR CAPITAL PROJECTS PLAN

WHEREAS the County Board's Executive Committee completed its review of capital projects proposed in the County Executive's (2015-2019) Capital Projects Plan, and

WHEREAS the Executive Committee prepared a listing of recommended capital projects for adoption by the Waukesha County Board of Supervisors as the Waukesha County Five-Year (2015-2019) Capital Projects Plan, and

WHEREAS, the Waukesha County Board of Supervisors has completed its review and made any changes through amendments to the (2015-2019) Capital Projects Plan.

NOW THEREFORE BE IT HEREBY RESOLVED BY THE WAUKESHA COUNTY BOARD OF SUPERVISORS that the Waukesha County Five-Year (2015-2019) Capital Projects Plan on file in the Office of the County Clerk is hereby adopted.

Capital Projects

2015 Proposed

Project Listing

PROJECT TITLE	NO.	Page #
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PUBLIC WORKS AIRPORT

AIRPORT FACILITY UPGRADES	201118	1
SOUTH AND WEST TERMINAL RAMP EXPANSION	201311	2

PUBLIC WORKS - FLEET & HIGHWAY OPS

REPLACE BRINE MAKER/CONSTR CANOPY ROOF	201401	3
FUEL TANK REPLACEMENT AND INFRASTRUCTURE	201415	4

EMERGENCY PREPAREDNESS - BUILDINGS

COMMUNICATIONS CENTER EXPANSION	200808	5
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PUBLIC WORKS - FACILITIES

HIGHWAY SUBSTATION HVAC UPGRADES	201109	6
ADMINISTRATION CENTER ROOFING UPGRADES	201113	7
HWY OPS-FLEET HVAC UPGRADES	201206	8
MHC ROOF REPLACEMENT	201412	9
COURTHOUSE PROJECT - STEP 1	201418	10
MHC CHILLER UPGRADES	201214	11
LAW ENFORCEMENT CTR MECHANICAL UPGRADES	201413	12
DEMOLISH FORMER H&HS BUILDING	201503	13

UW - WAUKESHA

UWW BOILER, CHILLER & CONTROLS REPLACEMENT	200902	14
UWW ROOFING UPGRADES	201210	15
UWW ROOFTOP UNIT REPLACEMENTS	201414	16

PUBLIC WORKS - HIGHWAYS

CTH I, CTH ES TO CTH O REHAB	201005	17
CTH M, CTH YY TO EAST COUNTY LINE	201008	18
CTH Q OCON RIVER BRIDGE	201201	19
CTH YY, UNDERWOOD CREEK STRUCTURE	201302	20
CTH D, DEER CREEK BRIDGE	201303	21
CTH Y, PILAK CREEK TRIBUTARY BRIDGE REPLACEMENT	201304	22
CTH XX, PEBBLE BROOK CREEK BRIDGE	201402	23
CTH D, CALHOUN -INTERSECTION	200511	24
CTH P, BARK RIVER BRIDGE	200606	25

PROJECT TITLE	NO.	Page #
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PUBLIC WORKS - HIGHWAYS (Continued)

CTH CW, ASHIPUN RIVER BRIDGE	200810	26
WEST WAUKESHA BYPASS	200917	27
CTH NN, STH 83 TO CTH ES	201006	28
CTH O, CTH HH TO GRANGE AVE.	201007	29
CTH C, MILL STREET TO OAKWOOD ROAD	201116	30
CTH M, CALHOUN RD-CTH YY,	201202	31
CTH O, I-94 to USH 18	201502	32
BRIDGE AID PROGRAM	9131	33
CULVERT REPLACEMENT PROGRAM	9817	34
REPAVING PROGRAM 2013-2017	200911	35
REPAVING PROGRAM 2018-2022	201418	36
SIGNAL/SAFETY IMPROVEMENTS	200427	37

PARKS AND LAND USE

ORTHO PHOTOGRAHY	201119	38
WAUKESHA-BROOKFIELD MULTI-USE TRAIL	201407	39
PARK BEACH AREA RENOVATIONS	201408	40
PARKS RESTROOM RENOVATION	200505	41
ENERGY EFFICIENCY IMPROVEMENTS	201208	42
WANAKI GC BRIDGE REPLACEMENT	201309	43
CAMP POW WOW EXPANSION	201504	44
PAVEMENT MANAGEMENT PLAN 2013 - 2017	200824	45
PAVEMENT MANAGEMENT PLAN 2018 - 2022	201406	46

IT - COUNTY CLERK

ELECTION SYSTEM UPGRADE	201310	47
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IT - SHERIFF

SECURITY ELECTRONICS REPLACEMENTS - JAIL	201410	48
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IT - COUNTYWIDE

COUNTY-WIDE CASHIERING	200414	49
ENTERPRISE CONTENT MANAGEMENT	200910	50
WORKFORCE MANAGEMENT SYSTEM	200912	51
END USER REPORT DEVELOPMENT	201411	52

Project #	201310	Project Title:	Election System Upgrade
Department:	DOA-Information Technologies	Sponsor:	Kathy Novack, County Clerk
Phase:	Analysis/Implementation	Manager:	Mike Biagioli, Information Technology Mgr
Budget Action:	As Planned	Date:	August 27, 2014

CAPITAL BUDGET SUMMARY				
Year	2013	2014	2015	Total
Project Phase	Initial	Implementation	Implementation*	Project
Expenditure Budget	\$70,000	\$1,248,000	\$1,000,000	\$2,318,000
Revenue Budget	\$70,000	\$248,000	\$0	\$318,000
Net County Cost	\$0	\$1,000,000	\$1,000,000	\$2,000,000
COST DOCUMENTATION		REVENUE		
Hardware/Software - County Clerk Office/Munis		\$2,000,000	General Fund Balance*	\$318,000
Training		\$8,000		
Contract Services		\$70,000		
Contingency		\$240,000		
Total Project Cost		\$2,318,000		
EXPENDITURE BUDGET		\$2,318,000	REVENUE BUDGET	\$318,000

*Of the upfront County funding toward this project in 2015, it is estimated that municipalities will repay the County in future years for a portion of their share, totalling approximately \$650,000.

I. EXISTING SYSTEM BACKGROUND

The Waukesha County Clerk's Office (WCCO) is bound by the rules of the Federal and State election mandates. The Wisconsin Government Accountability Board (GAB) is charged with oversight of Wisconsin's elections. The WCCO oversees the election procedures in the thirty-seven (37) municipalities of Waukesha County. Each municipality determines its own reporting units in accordance with state legislative district lines. There are 179 reporting units and 87 polling places. Currently, there are four (4) municipalities that process absentee ballots on a municipal level at the Municipal Clerk's office (Central Count) in lieu of the polling places. The WCCO works in partnership with all County municipalities in conducting elections. The WCCO is accountable to the Voters of Waukesha County to ensure the integrity of the County's election process. Among its many duties, it produces ballots, collects votes, and reports results. County election software and hardware vendors must be certified and approved at the federal and state level in order to be utilized.

Changes and gaps in election hardware, software technology and varying procedures across municipalities increase the difficulty. Ensuring that the municipalities and the County are equipped with standard equipment and processes that will minimize variances and increase successful running of elections.

Voting machines have changed over time, mandated by federal law (and certification), as well as State law (and certification) and County laws and ordinances. Municipalities are responsible for their own election hardware equipment purchases, including support and maintenance. The municipalities have the authority to purchase any certified election hardware they deem appropriate, whether or not it integrates with the County system.

II. PROJECT GOALS

- A. Review the County Clerk's Office business processes for election administration.
- B. Conduct an analysis of the election equipment industry.
- C. Evaluate election equipment systems that are certified or pending certification with Federal and Government Accountability Board (GAB) standards.
- D. Provide a gap analysis between the current state of election equipment utilized by all reporting units and the desired state.
- E. Identify solutions for both election processes and equipment.
- F. Recommend election equipment systems to make the election process more effective and efficient for both the County and the municipalities, and
- G. Implement a new election system.

III. SCOPE OF SERVICES

The County wishes to study the current election process, and if recommended and adopted, budget and plan for a single election system to be used by all municipalities throughout the County.

PROJECT PHASE 1: Budget and Concept Development / Preliminary System Design

Prepare a Budget and Concept Study inclusive of both hardware and software for an election system. Services shall include, but not limited to the following:

- A. Evaluate the needs assessment of both the County and each individual municipality on the performance of an election from start to finish.

Project #	201310	Project Title:	Election System Upgrade
Department:	DOA-Information Technologies	Sponsor:	Kathy Novack, County Clerk
Phase:	Analysis/Implementation	Manager:	Mike Biagioli, Information Technology Mgr
Budget Action:	As Planned	Date:	August 27, 2014

- B. Prepare an itemized estimated cost comparison of hardware and software, along with any other peripherals required for each municipality and their remote polling places. Include a 5-year schedule of annual operational costs (maintenance/support) or fees associated with the operation of the system.
- C. Provide recommendations of the various systems that are available.
- D. Include recommendations for efficiencies to be incorporated into the process.
- E. Participate in submitting and receiving any and all preliminary approvals from all governmental jurisdictions.
- F. Prepare an estimated timetable for the bidding and implementation of a system.

PROJECT PHASE 2: Detailed System Design and System RFP Development Phase

Prepare detailed system design and RFP documents based on the decision of the County to proceed.

- A. Prepare the RFP. Sections of the RFP to be included but not limited to the following:
 - General system requirements
 - Sites and site location
 - Operational requirements
 - Hardware and equipment requirements
 - Software requirements
 - Acceptance Test Plan
 - System warranties
 - Support and maintenance annual agreements
 - Training
 - System documentation
- B. All aspects of the proposed system shall meet Wisconsin's GAB requirements.

PROJECT PHASE 3: Election System Implementation (County Clerk Office/Municipalities)

The purpose of Project Phase 3 is to implement the new election system.

IV. PROJECT SCHEDULE

- Project Phase 1 (Budget & Concept/Preliminary Design) DRAFT shall be submitted for review and approval no later than November 1, 2013.
- Project Phase 1 (Budget & Concept/Preliminary Design) FINAL VERSION no later than November 30, 2013.
- Project Phase 2 (Detailed system design and system RFP) DRAFT shall be submitted no later than January 10, 2014.
- Project Phase 2 (Detailed system design and system RFP) FINAL VERSION shall be submitted no later than January 17, 2014.
- Project Phase 3 (Election System Implementation – County Clerk Office and Municipalities). The selection of a new election system will occur in 2014, with hardware delivery, equipment testing, and system training (hardware and software) expected to begin after the November 4, 2014 General Election. Additional training (for municipal clerks and poll workers), business process reviews, and further testing will begin early in 2015, with a goal of using the new system in the February 2016 Spring Primary.

Location

The County Clerk and Waukesha County municipalities will be affected by this project.

Analysis of Need

1. The SysLogic analysis document has highlighted the shortcomings of the current election system and the business practices associated with the overall election process. Key to this was the fact that the size and complexity of the County's population and reporting units have increased the need for automated processes for efficiency, accuracy and timeliness of vote reporting. The current election process has been defined as overly complex. This project will address both the process improvements as well as the automated system enhancements required to take the election system to a well-founded, logical and effective integrated system and process.
2. Manual transmission of election results is prone to human error, requiring significant review before publication of unofficial results.
3. Validating and publishing of elections results, although better, is still labor-intensive. This process needs to be automated and streamlined.

Alternatives

Continue to use the current election system, waiting for the certification of the automated transmission of ballot results. During that wait time the count will be required to rely on manual entry of call-in sheets generated by the Government Accountability Board system. This will require the continued programming of the backup system database for each of the ballot configurations required for the current election.

Ongoing Operating Costs

To be determined during negotiations with selected vendor. Operating costs will likely consist of licensing, maintenance and support fees, offset by reduced costs from the system being replaced.

Previous Action

Approved as a new project in the 2013-2017 plan.
Approved with scope and cost update in the 2014-2018 plan.