



Department of Public Works

October 16, 2007

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

To the Honorable, the Common Council

Dear Honorable Members:


Section 309-41 of the Milwaukee Code of Ordinances established the Resident Preference Program for all contracting activities of Department of Public Works. Furthermore, Subsection 309-41(4) provides for an annual review of the program.

Attached are five copies of the annual report for 2006. This report summarizes the Department of Public Works' performance administering the Resident Preference Program. The report also compares performance related data in 2006 with previous years' data. In addition to the Resident Preference Program report, we are attaching a copy of the 2006 Emerging Business Enterprise Program report.

Please introduce this communication at the Common Council meeting of October 23, 2007.

If you have any questions, feel free to contact Ghassan Korban at 286-3304.

Very truly yours,



Jeffrey J. Mantes
Commissioner of Public Works

JJM:GK:mra
Attachments
c: Alderman Hines
Alderman Davis

Department of Public Works

City of Milwaukee

Resident Preference Program

Annual Report

October 2006

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2006 Resident Preference Program Report

Summary:

Section 309-41 of the Milwaukee Code of ordinances requires that the Department of Public Works submit an Annual Report to the Common Council summarizing the results of activities of the Resident Preference Program (RPP) of the previous year.

The ordinance requires that 25% of worker hours be performed by unemployed residents of the special impact area except in special cases where the Commissioner of Public Works determines there is sufficient reason to impose lesser levels of participation. The designated target area district corresponds to the City's Community Development Block Grant Area. Please see Exhibit I.

This report contains several exhibits each illustrating a certain aspect of the programs performance.

Exhibit A is a summary of the year 2006 activities as it pertains to RPP: One significant number is the percentage of contracts that did not require Target resident participation, which is less than 10%. In 2005, the percentage was 15%. DPW makes every effort to require 25% RPP in as many contracts as possible. In all cases where DPW does not require any resident worker participation, it is either on specialty projects where potential bidders are not local contractors and typically do not have local employees on staff, or funding sources such as Wisconsin Department of Transportation that do not permit this requirement. A more detailed explanation is included in this report in a section titled "Contracts Requiring less than 25% Residence Participation".

Exhibit B is summary of required RPP % and the actual RPP % by year since the program inception in 1991. The exhibit clearly demonstrates that the Department has met or exceeded the required percentages each year. In 2006, based on the forty-four closed contracts, the actual target resident participation was 30.6 %.

The Department has continued to collaborate with community agencies to increase the pool of certified target resident workers. In addition to City staff, there are three agencies that assist in certifying new workers - and they are Esperanza Unida, The Milwaukee Urban League, and Big Step. As the report shows, there are 179 newly certified workers in 2007 resulting in a total of 2,592 certified resident workers.

Exhibit D shows, by contract, a series of columns listing total target area residence hours spent on a particular contract, the % of resident workers hours of the total hours, and a percentage of residence worker wages of the total

wages. Based on hours, as stated earlier in this summary, the actual percentage achieved was 30.6%, and the percentage of the total dollar amount spent on wages paid to resident workers was 29.3%. These numbers are significantly close, which is an indication that the target resident workers are being compensated average wage rate as all other workers. In some instances, the percentage of dollar amount spent on wages for target resident workers exceeded the percentages of hours spent by the same group of workers.

This exhibit also shows that, although not required, the average number of hours spent by Milwaukee resident workers is 42.9% (13.9% higher than the target area residents). This number is an indication that the workforce of contractors who do perform DPW contracts has a significant percentage of Milwaukee residence.

Also, in this report are Exhibit E, which shows a breakdown of hours spent on DPW contracts by race and gender, Exhibit F related to the DPW apprentice program, and Exhibit G, which shows all job classifications occupied by target resident workers. In 2006, there were 22 different classifications with 352 total contract jobs; 45% of the apprentices were of a minority group, an increase from last year's 38%. Also, over 53% of the apprentices hours worked were by target area residents.

DPW staff continues to hold an annual mandatory meeting with all potential bidders on any DPW contracts. During this meeting emphasis is placed on programs such as the Residency Preference Program, EBE, and Prevailing Wages. Furthermore, every time a new contractor is awarded a contract, a special meeting is held to discuss these programs at length in order to avoid any future and unnecessary noncompliance. Included in this report is a copy of all the information that was handed out to all the potential bidders during the annual meeting (Exhibit H).

CONTRACTS REQUIRING LESS THAN 25% RESIDENT PARTICIPATION

In 2006, there were 125 formal construction contracts entered into by the Department of Public Works. Sixteen of these formal contracts had resident participation requirements of less than 25%. In each case, the decision to reduce the normal resident participation requirement was made after discussions with the contracting division concerning the type and exact method of construction involved in the project. The decision to lower the participation requirement on each of these sixteen contracts was based on one or more of the following factors:

1. The work involved was highly specialized requiring skills and experience not represented on the list of eligible resident workers and not likely to be found in the population of such potential workers. An example of this situation was the selection of a contractor to replace the tank liner at the Linnwood Purification Plant, or to provide elevator maintenance at various City facilities. Experienced workers were required.
2. The contract was primarily for the purchase of equipment that could be installed by a small number of workers with specialized skills. For instance, most of the cost associated with a new vehicle lift at the Central Repair Garage was for equipment purchase with relatively little spent on labor.
3. No local contractors performed the type of work required, meaning that the contractor selected to perform the work would not be from this area. An example was the Department's contract for seal coating various city streets. Similar to 2005, in 2006 a newer method of seal coating was selected for this work. The new method was only being performed by contractors located outside the Milwaukee area. Unique equipment and specially trained personnel were required to perform the seal coating. There was no work possible for local new hires.
4. The project was funded either totally or in large part from a source other than the City. When non-City grant funds are used for public improvements, the grantor generally prohibits the City from imposing social requirements that exceed the standards and requirements of the grantor. For example, the City received a CMAQ State grant to fund a streetscaping project on Wisconsin Avenue between 4th and 10th Streets. The State does not have a resident participation program and would not let the City impose its program while utilizing grant funds. This project's value was \$4,401,000, which amounts to 8% of the total contract amount for 2006.

5. The contract is for services that will be provided on an unpredictable schedule. The best example is snow plowing. DPW signs up several small independent snow plowers. These small contractors generally have very few employees. Requiring them to meet RPP standards for work that is uncertain is unreasonable.

Exhibit A
2006 RESIDENT PREFERENCE PROGRAM SUMMARY DATA

Department of Public Works Contracts

2006 Formal Construction Contracts	125
2006 Contracts Closed as of 11/21/06	44 ¹
Overall Resident Participation in Closed Contracts	30.6%
2006 Contracts with No Resident Requirement	16
2006 Contracts with RPP Requirement <25%	1
2006 Closed Contracts not Meeting RPP Requirement	5 ²
2006 Closed Contracts with Actual Performance >30%	21
Total Amount of 2006 Formal Construction Contracts	\$58,710,429
Total Amount with <25% Resident Requirement	\$5,733,266
% Contract Dollars with <25% Resident Requirement	9.7%

¹ Includes only those closed contracts for which there was an RPP requirement.

² Includes only those contracts for which there was an RPP requirement.

Exhibit B
RESIDENT PARTICIPATION SUMMARY

<u>Year</u>	<u>Required %</u>	<u>Actual %</u>	<u>Total Contracts</u>	<u>Contracts Closed</u>
1991	14%	14.6%	26	26
1992	14%	18.5%	210	210
1993	21%	21.3%	179	179
1994	21%	22.3%	197	197
1995	21%	25.4%	190	190
1996	21%	22.8%	190	190
1997	25%	26.2%	186	186
1998	25%	27.5%	187	187
1999	25%	27.6%	147	147
2000	25%	30.4%	127	127
2001	25%	26.1%	119	117
2002	25%	28.8%	136	136
2003	25%	27.4%	144	144
2004	25%	31.1%	143	120
2005	25%	31.5%	132	74
2006	25%	30.6%	125	44

Exhibit C
CERTIFICATION OF TARGET RESIDENT WORKERS

Total Resident Workers Certified (1991 through 11/21/06)	2,413
Total Resident Workers Eligible as of 11/21/06	2,185

New Resident Workers Certified by Year

<u>Year</u>	<u>New Certified Workers</u>
1997	161
1998	205
1999	161
2000	136
2001	107
2002	112
2003	205
2004	202
2005	166
2006	213
2007 (through 10/01/07)	179

The 179 residents certified to participate in the Resident Preference Program during the first 10 months of 2006 is a direct indication of the continuous effort to keep this program viable. In general, the last few years have seen more residents signing up for the Resident Preference Program than was the case in the late 1990s. There are three agencies in the City - Esperanza Unida, Milwaukee Urban League, and Big Step - who certify people to participate in the program. These agencies are strategically located near north side, near west side, and near south side, hence making the certifying agencies more accessible for potential resident workers. While becoming certified to participate in the Resident Preference Program does not guarantee anyone a job, it at least opens up some potential opportunities.

SUMMARY OF TARGET AREA HOURS WORKED ON RESIDENCE PREFERENCE PROGRAM CONTRACTS FOR DF PW - 2006

CONTRACTOR	CONTR. NO.	TARGET AREA RES. HOURS		% OF TARGET RES. HOURS		TOTAL MILW. RES. HOURS		% OF MILW. RES. HOURS		TOTAL NON-RES. HOURS		% OF NON-RES. HOURS		GRAND TOTAL HOURS		TOTAL CONTRACT AMOUNT		TOTAL LABOR DOLLARS PAID		TARGET AREA DOLLARS PAID			
		RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS	RES. HOURS	TOTAL HOURS
MJ CONSTRUCTION	C060001	149.00	25.9%	227.50	39.6%	347.00	60.4%	574.50	60.4%	\$181,342	\$23,626	\$5,882	24.9%										
PETROLEUM EQUIPMENT	C060002	283.00	42.8%	304.00	46.0%	357.50	54.0%	661.50	54.0%	\$185,000	\$28,507	\$11,436	40.1%	#DIV/0!									
MJ CONSTRUCTION	C060004	741.50	26.1%	965.25	34.0%	1,875.75	66.0%	2,841.00	66.0%	\$402,013	\$78,992	\$23,832	30.2%										
AMERICAN SEWER SERVICES	C060005	458.50	28.4%	755.25	46.8%	859.75	53.2%	1,615.00	53.2%	\$288,803	\$62,392	\$18,234	29.2%										
RAWSON CONTRACTORS INC	C060006	1,262.50	28.3%	1,520.50	34.1%	2,944.75	65.9%	4,465.25	65.9%	\$1,166,930	\$162,860	\$44,218	27.2%										
MJ CONSTRUCTION	C060007	1,216.00	29.7%	1,513.75	36.9%	2,585.50	63.1%	4,099.25	63.1%	\$739,778	\$148,314	\$43,762	29.5%										
MARED MECHANICAL	C060008	215.00	22.1%	543.50	55.9%	429.50	44.1%	973.00	44.1%	\$139,599	\$36,537	\$7,316	20.0%										
MJ CONSTRUCTION	C060010	1,984.75	32.8%	2,510.50	41.5%	3,535.50	58.5%	6,046.00	58.5%	\$1,128,530	\$221,272	\$64,987	29.4%										
MICHEL'S PIPELINE CONST	C060011	1,528.25	21.2%	2,987.50	41.5%	4,212.00	58.5%	7,199.50	58.5%	\$2,590,975	\$281,221	\$52,640	18.7%										
UNITED FLOORING	C060012	24.00	34.0%	24.00	34.0%	46.50	66.0%	70.50	66.0%	\$25,875	\$1,648	\$534	32.4%										
PAYNE & DOLAN	C060016	628.00	48.0%	917.25	70.2%	389.75	29.8%	1,307.00	29.8%	\$111,978	\$56,497	\$25,551	45.2%										
UNITED SEWER & WATER	C060019	105.50	27.7%	122.50	32.1%	259.00	67.9%	381.50	67.9%	\$55,507	\$15,920	\$3,725	23.4%										
UNITED SEWER & WATER	C060020	665.25	27.0%	741.75	30.1%	1,720.00	69.9%	2,461.75	69.9%	\$438,195	\$95,209	\$23,758	25.0%										
MILWAUKEE GENERAL CONST	C060022	311.25	31.9%	508.50	52.0%	468.50	48.0%	977.00	48.0%	\$121,385	\$35,440	\$9,971	28.1%										
PAYNE & DOLAN	C060027	251.50	27.7%	410.75	45.2%	497.75	54.8%	908.50	54.8%	\$234,397	\$32,481	\$9,404	29.0%										
AMERICAN SEWER SERVICES	C060031	1,287.50	36.8%	1,728.00	49.4%	1,772.75	50.6%	3,500.75	50.6%	\$481,685	\$131,770	\$50,215	38.1%										
SNOREK CONSTRUCTION, INC.	C060032	601.75	42.5%	943.00	66.6%	472.50	33.4%	1,415.50	33.4%	\$177,263	\$48,631	\$20,236	41.6%										
AMERICAN SEWER SERVICES	C060035	1,305.50	42.3%	1,643.50	53.2%	1,444.00	46.8%	3,087.50	46.8%	\$579,760	\$115,277	\$52,126	45.2%										
AMERICAN SEWER SERVICES	C060036	652.25	35.7%	913.25	50.0%	914.50	50.0%	1,827.75	50.0%	\$333,647	\$71,615	\$26,179	36.6%										
UNITED SEWER & WATER	C060039	815.00	33.2%	919.50	37.4%	1,537.50	62.6%	2,457.00	62.6%	\$420,274	\$93,268	\$28,314	30.4%										
VISU SEWER CLEAN & SEAL	C060041	821.00	36.7%	1,130.50	50.5%	1,109.25	49.5%	2,239.75	49.5%	\$197,261	\$99,696	\$33,049	33.1%										
WM SACKERSON CONSTR	C060043	610.00	36.1%	875.00	51.9%	812.50	48.1%	1,687.50	48.1%	\$91,537	\$64,932	\$19,251	29.6%										
UNDERGROUND PIPELINE	C060044	570.50	25.6%	619.00	27.8%	1,610.25	72.2%	2,229.25	72.2%	\$312,767	\$90,848	\$21,179	23.3%										
WM BEAUDOIN & SONS	C060049	357.75	27.2%	687.25	52.2%	629.25	47.8%	1,316.50	47.8%	\$185,988	\$52,435	\$13,762	26.2%										
MJ CONSTRUCTION	C060051	1,127.75	31.1%	1,435.25	39.6%	2,189.25	60.4%	3,624.50	60.4%	\$549,340	\$139,590	\$41,742	29.9%										
BLUEMEL'S MAINTENANCE SER'	C060052	67.00	30.5%	138.50	63.0%	81.50	37.0%	220.00	37.0%	\$21,890	\$4,670	\$925	19.8%										

SUMMARY OF HOURS WORKED, BY RACE & GENDER, FOR DPW CONTRA RACTS 2006

CONTRACT NUMBER	CONTRACTOR	TOTAL HOURS WORKED	WHITE		BLACK		HISPANIC		A. I.		ASIAN	
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
C060001	M.J. CONSTRUCTION	574.50	530.25		3.25	8		33				
C060002	PETROLEUM EQUIPMENT	661.50	378.5		283							
		0.00										
C060004	M.J. CONSTRUCTION	2841.00	2571.5		37.25	134	98.25					
C060005	AMERICAN SEWER SERVICES	1615.00	1324.5		240		32.5	18				
C060006	RAWSON CONTRACTORS INC	4465.25	3547.25		371		541.5			5.5		
C060007	M.J. CONSTRUCTION	4099.25	3674.5		208.5	90.5	125.75					
C060008	MARED MECHANICAL	973.00	459.5		513.5							
C060010	M.J. CONSTRUCTION	6046.00	4806.00		257.25	283.00	699.75					
C060011	MICHEL'S PIPELINE CONSTR	7199.50	4492.25		10.25		2686.00	11.00				
C060012	UNITED FLOORING	70.50	46.50				24.00					
		0.00										
		0.00										
		0.00										
C060016	PAYNE & DOLAN	1307.00	376.75		883.25	6.50	6.50			34.00		
		0.00										
C060019	UNITED SEWER & WATER	381.50	260.75	17.00	33.00		70.75					
C060020	UNITED SEWER & WATER	2461.75	1645.00		175.75		641.00					
		0.00										
C060022	MILWAUKEE GENERAL CONST	977.00	508.25		137.75	3.50	309.75	17.75				
		0.00										
C060027	PAYNE & DOLAN	908.50	512.25	3.00	183.50	60.25	90.75	2.50	12.50	31.25	12.50	
		0.00										
C060031	AMERICAN SEWER SERVICES	3500.75	2486.75		1008.00		6.00					
C060032	SNOREK CONSTR INC	1415.50	1139.50		240.50		32.50		3.00			
		0.00										
C060035	AMERICAN SEWER SERVICES	3087.50	2710.50		271.00		106.00					
C060036	AMERICAN SEWER SERVICES	1827.75	1439.00		302.50		86.25					
		0.00										
C060039	UNITED SEWER & WATER	2457.00	1688.50	16.00	223.75		528.75					
		0.00										
C060041	VISU SEWER CLEAN & SEAL	2239.75	1118.75				1121.00					

SUMMARY OF HOURS WORKED, BY RACE & GENDER, FOR DPW CONTRACTS 2006

CONTRACT NUMBER	CONTRACTOR	TOTAL HOURS WORKED	WHITE		BLACK		HISPANIC		A. I.		ASIAN	
			MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
		0.00										
C060043	WM SACKERSON CONST	1687.50	1401.50	8.00	278.00							
C060044	UNDERGROUND PIPELINE	2229.25	1601.75	21.00	461.00			88.00	57.50			
		0.00										
C060049	WM BEAUDOIN & SONS	1316.50	694.75	5.00	305.75			260.50	50.50			
		0.00										
C060051	MJ CONSTRUCTION	3624.50	3094.50		357.00	80.50		92.50				
C060052	BLUEMEL'S	220.00	138.50		62.50			19.00				
C060053	ROBERTS ROOFING	916.00	450.00		455.00			11.00				
		0.00										
C060055	ADUDELLE ROOFING & SHEET	1015.00	512.00		238.50			264.50				
C060057	BLUEMEL'S	657.70	297.20		43.50			317.00				
C060058	NORTHWAY FENCE	51.50	24.50		12.00			15.00				
		0.00										
C060062	UNITED SEWER & WATER	2370.75	1647.25		205.25			518.25				
C060063	PLATT CONSTRUCTION	1455.00	899.25	63.00	188.75	19.50		284.50				
		0.00										
C060066	STARK ASPHALT	684.25	283.75		83.00			317.50				
C060067	SOUTH STAR INC	763.25	581.00		180.25			2.00				
C060068	MJ CONSTRUCTION	1247.50	1105.50		23.00	68.00		51.00				
		0.00										
C060075	KPH CONST CORP	96.00	0.00		81.00			15.00				
		0.00										
C060078	BLUEMEL'S	161.00	64.50		40.00			56.50				
		0.00										
C060085	JF COOK CO, INC	572.75	0.00		264.75			308.00				
		0.00										
C060092	DC BURBACH, INC	693.25	408.50		42.00			242.75				
		0.00										
C060094	VISU SEWER CLEAN & SEAL	1143.25	802.00		10.00			331.25				
		0.00										

APPRENTICE TOTALS FOR 2006 CONTRACTS

	Hours	Race				Gender		Trade	Company	Target Res	contract
		Black	Hispanic	White	Asian	Male	Female				
1	134.00	134					134	Laborer	M.J. Construction	134	0004
2	21.00			21		21		Plumber	Grunau Company		0002
3	9.00			9		9		Operator	Valley Hydor Excavation		0002
4	9.00			9		9		Operator	Valley Hydor Excavation		0002
5	215.00	215				215		Pipefitter	Mared Mechanical	215	0008
6	94.50	94.5				94.5		Sheetmetal	Mared Mechanical		0008
7	18.00			18		18		Sprinkler Fitter	Mared Mechanical		0008
8	19.00			19		19		Sprinkler Fitter	Mared Mechanical		0008
9	19.00			19		19		Sprinkler Fitter	Mared Mechanical		0008
10	59.50			59.5		59.5		Operator	United Sewer		0039
11	41.50			41.5		41.5		Laborer	American Sewer		0005
12	42.00			42		42		Laborer	American Sewer		0005
13	10.00	10				10		Laborer	Payne & Dolan		0027
14	10.00	10				10		Laborer	Payne & Dolan		0027
15	9.00	9				9		Laborer	Payne & Dolan		0027
16	13.00	13				13		Laborer	Payne & Dolan	13	0027
17	19.00			19		19		Operator	Payne & Dolan		0027
18	27.00			27		27		Laborer	Underground Pipeline		0044
19	283.00	283					283	Laborer	M.J. Construction	283	0010
20	8.00	8					8	Laborer	M.J. Construction	8	0001
21	90.50	90.5					90.5	Laborer	M.J. Construction	90.5	0007
22	24.00		24			24		Floor Coverer	Thomas A. Mason	24	0012
23	264.75	264.75				264.75		Laborer	Payne & Dolan		0016
24	32.50			32.5		32.5		Operator	United Sewer		0019
25	123.50			123.5		123.5		Operator	United Sewer		0020
26	246.00	246				246		Topman	Rawson Contractors	246	0006
27	205.50			205.5		205.5		Operator	Rawson Contractors		0006
28	3.25			3.25		3.25		Operator	Payne & Dolan		0006
29	2.50				2.5	2.5		Laborer	Payne & Dolan		0006
30	121.50			121.5		121.5		Lineman/sewer	Michels Pipeline	121.5	0011
31	29.75		29.75			29.75		Finisher	Milwaukee General		0022
32	88.00			88		88		Laborer	American Sewer		0031
33	132.50			132.5		132.5		Operator	American Sewer		0031
34	28.00			28		28		Laborer	Snorek Construction	28	0032
35	207.00			207		207		Laborer	American Sewer	199	0035
36	85.50			85.5		85.5		Laborer	American Sewer		0036
37	17.00			17		17		Operator	American Sewer		0036
38	26.00			26		26		Iron Worker	Area Erectors, Inc.		0043

39	13.00							13			13			Electrician	Hurt Electric	0043
40	332.00							332			332			Pipefitter	Mared Mechanical	0043
41	103.00	103						103			103			Sheetmetal	Mared Mechanical	0043
42	80.50	80.5						80.5			80.5			Laborer	M.J. Construction	0051
43	37.00	37						37			37			Roofing	Robert's Roofing	0053
44	74.50	74.5						74.5			74.5			Laborer	Platt Construction	0063
45	19.50	19.5						19.5			19.5			Finisher	Platt Construction	0063
46	5.50	5.5						5.5			5.5			Laborer	Payne & Dolan	0063
47	25.00							25			25			Operator	Stark Asphalt	0066
48	34.50							34.5			34.5			Operator	Advanced Enterprises	0067
49	98.50							98.5			98.5			Laborer	Advanced Enterprises	0067
50	68.00	68						68			68			Laborer	M.J. Construction	0068
51	54.00							54			54			Operator	D.C. Burbach, Inc.	0092
52	42.50							42.5			42.5			Operator	United Sewer	0102
53																
54																
55																
74																
75																
76																
77																
78																
79																
Totals	3775.8	1765.8	107.8	1899.8	2.5	3092.3	683.5									
% of Hours Worked	46.8%	2.9%	50.3%	0.1%	81.9%	18.1%										

2025.5
53.6%

Number of Individual Apprentices (thru line 20)

Black	13	32.5%
Hispanic	4	10.0%
Pacific Asian	1	2.5%
White	22	55.0%

Total 40

Men 38
Women 2

Target Area 11

JOB CLASSIFICATIONS OF RESIDENT WORKERS – 2006

For the forty-four 2006 contracts that were closed out as of 09/30/07, the following jobs were filled by participants in the Resident Preference Program.

<u>Job Classification</u>	<u>Number of Contract Jobs</u>
Asbestos Worker	2
Bituminous Lute Man	15
Bituminous Utility Man	1
Bottom Man	7
Fence Builder	2
Finisher	11
Flagman	3
Floorer	1
Form Setter	1
Foreman	4
Laborer	112
Landscaper	34
Lineman	1
Mason	8
Operating Engineer	24
Pipefitter	1
Raker	1
Roofer	3
Sheetmetal Worker	1
Topman	57
Truck Driver	59
Waterprooffer	1
TOTAL:	22 Classifications
	352 Contract Jobs

ANNUAL CONTRACTORS MEETING

MARCH 2007

AGENDA

- I. Welcome and introductions**
- II. Program funding levels**
- III. Emerging Business Enterprise Program**
- IV. Residents Preference Program**
- V. Contract Processing**
- VI. Special Issues / New Requirements**
 - a. Controlled Substance Prevention Program**
 - b. Work site concerns**
 - c. Accurate & complete bid forms**
 - d. Prevailing wage rates – early in the year contracts**
- VII. BusinessSense demonstration**
- VIII. BusinessSense registration**



Department of Public Works

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

March, 2007

TO ALL INTERESTED CONTRACTORS:

OFFICIAL NOTICES REQUESTING BIDS FOR CITY OF MILWAUKEE DEPARTMENT OF PUBLIC WORKS PROJECTS CAN BE FOUND ON THE INTERNET AT:

www.mpw.net – On the left side click on Official Bid Notices

YOU CAN ALSO VIEW FROM THIS OFFICIAL NOTICE SITE:

- **PLAN HOLDER LISTS**
- **BID RESULTS (TOTALS AND UNIT BID PRICES BY INDIVIDUAL CONTRACTOR)**
- **CONTRACT ADMINISTRATION CONTACT PHONE NUMBERS**
- **THE DEPARTMENT OF PUBLIC WORKS GENERAL SPECIFICATIONS DOCUMENT**
- **THE EMERGING BUSINESS ENTERPRISE (EBE) GUIDELINES AND MONTHLY EBE PARTICIPATION REPORTS**
- **THE RESIDENCY PARTICIPATION PROGRAM GUIDELINES**
- **THE TARGET RESIDENCY MAP**
- **TARGET RESIDENT CERTIFYING AGENCIES**
- **THE APPRENTICESHIP GUIDELINES**
- **ANTICIPATED PROJECTS**
- **THE GENERAL OFFICIAL NOTICE TO CONTRACTORS**
- **FORMS USED IN THE BIDDING PROCESS**
- **AWARDED BIDS**
- **CONTRACTORS BARRED FROM DPW CONTRACTS**

IF THERE ARE ANY QUESTIONS, PLEASE CALL THE CONTRACT OFFICE AT 414-286-3314 OR 414-286-3309.

REVIEW OF CONTRACT REQUIREMENTS

REVIEW OF BID PROCEDURES

- No late bids are allowed. All bids must be received at the **CONTRACT OFFICE (RM. 506)** by 10:30 a.m. of the day that bids are due. If they get delivered to the loading dock or the Commissioner's office when Fed Ex'd or UPS'd and don't make it to the contract office by the time of the bid opening, they will **not** be considered and will be returned unopened. Please make sure that the **outside** envelope includes the 506 room number and clearly **states** that a sealed bid is enclosed.
- No qualifications or conditions can be placed on bids; in other words, no changes made to the proposal; *this will invalidate the bid.*

FORMS REQUIRED WITH BIDS:

- *BID BOND – which needs to be signed by the CONTRACTOR as well as the surety
- *SIGNED BID (page with two hands and requires TWO signatures)
- *NON-COLLUSION AFFIDAVIT
- *DISCLOSURE OF OWNERSHIP (we ask that you return it so we know that it's been noted; just mark it N/A if that is the case)
- *ACKNOWLEDGEMENT PAGE - which indicates the percentages of EBE, residency and apprentice requirements and which has a line to acknowledge any addendums; please be sure to note receipt of any and all addenda
- *FORM A (EITHER WITH BID OR WITHIN 3 BUSINESS DAYS OF NOTIFICATION THAT YOU ARE THE APPARENT LOW BIDDER). Award of any contract will be held up until signatures of the EBE subs are submitted on the Form A; we don't have to have the sub signatures within the 3 day submittal period, but we must have them in order to award a contract.

When turning in your bids, please DON'T return the Residency, EBE or apprenticeship guideline pages or the wage rates you get with the proposal packet; keep the wage rates so that you can forward them to any contractors you may be subcontracting to if you are the apparent low bidder.

WAGES/TIME REPORT SUBMITTAL

ALMOST ALL DPW CONTRACTS ARE SUBJECT TO PREVAILING WAGE REQUIREMENTS, SO PLEASE MAKE SURE ANY SUBCONTRACTOR WHO IS QUOTING YOU A PRICE IS ADVISED THAT HE WILL HAVE TO PAY

PREVAILING WAGE. Wage scales should be given to subcontractors as well as posted on the job site. Also advise your subcontractors that, if they in turn are hiring any subs, they should also furnish that sub a copy of the wage rate from the contract they are working on.

Weekly payroll reports should **not** be submitted; there should be a *3 month increment* of time **consolidated** on one time report form, unless work is completed sooner; then time reports are due *within 10 days of completion* of a contract. It is important to let subs know this also. The “3 months of time” on a time report start counting from the *first day of work on the job-site* for the prime or 3 months from the first day a sub starts work; the 3 month increments are not related to calendar months.

Our DPW-6 time report form is preferred, but if alternative computer printouts are submitted they need to include **all** information that appears on our form, including the “other” benefits from the contributions column as well as the affidavit on the bottom of our form and an officer’s signature with notarization. If they are the “federal” or “state” format, they will not be accepted as these formats don’t contain the same information that the City DPW-6 form requires.

Truck drivers are required to submit time reports when putting material substantially in place or when hauling material away from the job site. The state considers mineral aggregate as being put “substantially in place” if the truck moves along the road bed and dumps the stone. Therefore, this activity is covered by prevailing wage and time reports need to be submitted.

Please make sure that all documents submitted are complete as well as *legible* before forwarding them to the contract office, especially where faxed copies are concerned. However, it should be noted that we should be receiving original time report documents and those need to be legible as well.

Make sure that hourly contributions are listed in the columns provided on the DPW-6 form; if contributions are not listed out separately, they need to be included in the hourly wage rate.

As often the name of a firm does not give any indication of the type of work the contractor does, please make sure job classifications are clear and appear in the wage rate document; i.e, “superintendent” or just “journeyman” is not sufficient and is not a listed job title. Please also refrain from listing only acronyms for job titles.

All payroll records for prime and subcontractors must be kept by contractors for **seven** years.

INSURANCE

The prime contractor is responsible for keeping certificates of insurance on file for subs and to make sure the coverage meets DPW specification requirements.

CONTRACT FORMS

There are two pages in these packets which list the contract forms, when they are submitted and what they are for.

Please use only **current** forms; forms which have been provided with these packets. Some of these forms were updated over the past few years – the *most current* DPW-6 time report form was revised in 2007 to report Hourly Benefit Contributions (rather than Total Contributions). The affidavits of compliance were revised in 2004 to reflect the seven (7) years required for record retention (if old formats are submitted, they will be returned for revision). The target resident map was revised in 2004 and can also be found on the internet.

It is important for the prime contractor to provide its **subs** with the most up-to-date forms the city will be requiring of them and to mention to your subs that, if they are subbing part of their work out, these third-tier subs will have to be given copies of the required forms. It is the prime contractor's responsibility *to keep track of all subs* on a project.

Subcontractor time reports and subcontractor affidavits of compliance should be complete as soon as *their portion* of the contract is done and turned into the contract office; you do not have to wait until all forms are accumulated and the contract finished before submitting them. That way any problems or errors can be corrected “while still fresh” and, hopefully, avoid holding up payments. Please carefully review subcontractor documents prior to forwarding them to the contract office. Please make sure that they are the correct form/format; that they include *our DPW contract number*, the name of the prime contractor, the work location, the period starting/ending – *day, date, and year*; that the contributions are listed and that *each page* is signed and notarized.

***Form I's & proofs of residency** should be obtained as soon as an employee starts working and submitted to DPW ASAP as Post Office verification takes time; by waiting too long, the opportunity to verify their address is often lost and then hours cannot be counted toward residency. Prime contractors should also make their subcontractors aware of these requirements if they are expecting a sub to provide residency participation. If a subcontractor states that they have target residents; get the names *and addresses* of these residents and check with the contract office to be sure they are current, verified target residents. It's important to fill out the WORK CRITERIA SECTION prior to submittal of the Form I and just as important to make sure the address on the proof matches the address on the Form I and is *actually located in the target area*.

When target residents are obtained thru Esperanza Unida, the Milwaukee Urban League or Big Step, a copy of **both** of their verification letters needs to be submitted to the contract office.

Form D's are required monthly by the 20th of the following month for the previous month. Even if nothing is paid out, the EBE names should be listed and zeros placed in the payment columns; both DPW and the EBE office need to keep the statistics up to date on a *monthly* basis. Separate D's are needed for *each month*; do *not* combine several months on one Form D or they will be returned for correction.

The EBE's listed on the Form A are the EBE's that are expected to be used. If you do not use one or more of the EBE's originally submitted, you need to inform the contract office. If you change one EBE subcontractor for another, you must also inform the contract office by submitting a subcontractor approval form.

If you do not list any subcontractors on your proposal or if you add to the subcontractors listed on your proposal, you are expected to submit a subcontractor approval form *before* the subcontractor works on the project.

*EBE's must submit Form E's – partially paid and "still owed" amounts both need to be reported and the Form E is set up for this.

*At the end of the contract, the prime must submit a summary of the hours worked by target residents and the total hours worked for their company and all subs (Form is found on back of the prime affidavit of compliance.)

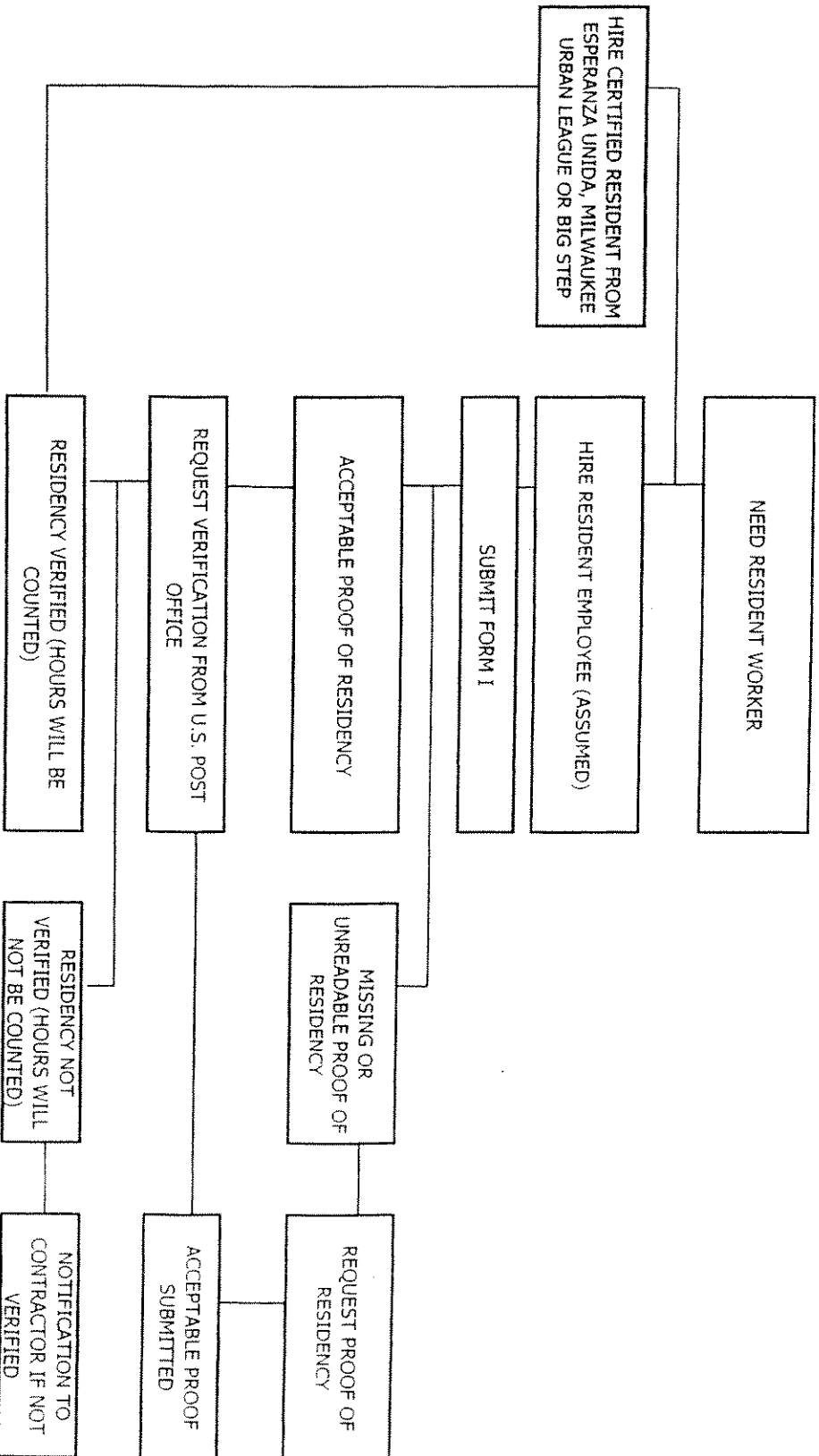
*Any forms not submitted as required result in payments being held; in addition, any payment funds held for a year are subject to **forfeiture**.

It's important to address any submittal of forms or correspondence to the attention of Barbara Tribble, making sure to put the room number, Room 506, **on the outside envelope** in order to avoid delay in receipt or even non-receipt. Envelopes without a room number are bundled together by the Post Office, and the City's mail room then has to sort through them piece by piece *as time permits*, which could result in delay of receipt..

Invoices/Dispute with Invoices

If an invoice is going to be disputed, the dispute form should be filed as soon as possible and preferably no later than 30 days from date of the invoice. Invoices need to be paid within 30 days or they are subject to deduction from **any** payment certification that may be processed.

RESIDENT WORKER CERTIFICATION



**Department of Public Works
MEETINGS WITH CONTRACTORS**

DEPARTMENT OF PUBLIC WORKS CONTRACT FORMS		
NO./LETTER	NAME	WHEN DUE
Form A	EBE Participation for Subcontractors/or Material Suppliers	Either with the bid or three days after notification of being the low bidder
Form D	EBE Monthly Report	By the 20th of the Month for the Preceding Month
Form E	EBE Subcontractor	Prior to Final Payment
Form F	Proposed Resident/Apprentice Utilization Form	Requested prior to start of work
Form I	Employee Affidavit - Resident Preference Program	Requested prior to start of work
DPW-6	Contractor Time Report	Every Three Months or 10 days after Completion which ever comes first.
DPW-11	Prime Contractor Affidavit of Compliance with Minimum Wage and Special Impact Area Worker Hours Provisions Summary of all hours-including all subcontractors (on back of form)	Prior to Final Payment
DPW-12	Subcontractor Affidavit of Compliance with Minimum Wage and Special Impact Area Worker Hours Provisions	Prior to Final Payment
	Non-Collusion Affidavit	With the Bid
DILHR	Disclosure of Ownership	With the Bid
	Subcontractor Approval Form	Prior to work on project by Subcontractors not listed on Bid proposal

**Department of Public Works
MEETINGS WITH CONTRACTORS**

CONTRACT DOCUMENT SUBMITTAL REGARDING EMERGING BUSINESS ENTERPRISE, RESIDENT AND APPRENTICE PARTICIPATION AND WAGES			
PHASE OF CONTRACT	DOCUMENTS DUE	IN REGARDS TO	SUBMITTED BY
Submittal of bids	Form A - EBE Participation Subcontractors/or Material Suppliers	EBE	Prime Contractor
Notice of Being Apparent Low Bidder	Form A - EBE Participation Subcontractors/or Material Suppliers (within 3 days if not submitted with bid)	EBE	Prime Contractor
Returning Signed Contracts	Form F - Proposed Resident/Apprentice Utilization Form	Resident and Apprentice	Prime Contractor
	Form I - Employee Affidavit with proof of Residency (For any uncertified residents)	Resident	Prime Contractor Subcontractors
	Indenture Papers for all Apprentices	Apprentice	Prime Contractor Subcontractors
During the progress of the Contract	Form D - EBE Monthly Report (Due the 20th of the month for the preceding month)	EBE	Prime Contractor
	Form I - Employee Affidavit with proof of Residency (For any new uncertified residents hired)	Resident	Prime Contractor Subcontractors
	Form DPW 6 - Contractor Time Report (Every three months or at end of contract, which ever comes first)	Wages	Prime Contractor Subcontractors
Completion of the Contract	Form E - EBE Subcontractor Payment Certification	EBE	Prime Contractor
	Form DPW 11 - Prime Contractor Affidavit of Compliance	Wages and Resident	Prime Contractor
	Form DPW 12 - Subcontractor Affidavit of Compliance	Wages and Resident	Prime Contractor Subcontractors
	Summary of Hours including all Subcontractors	Resident	Prime Contractor
	Form DPW 6 - Contractor Time Report (Final)	Wages	Prime Contractor Subcontractors
After Review of Documents	Explanation of any Shortfalls and Underpayments	EBE, Resident, Apprentice and Wages	Prime Contractor
Final Payment			

**CITY OF MILWAUKEE - DEPARTMENT OF PUBLIC WORKS
EBE PARTICIPATION FOR SUBCONTRACTORS AND/OR MATERIAL SUPPLIERS**

PRIME CONTRACTOR'S NAME: _____ OFFICIAL NOTICE NUMBER: _____

DATE: _____ TOTAL BID AMOUNT: _____ TOTAL EBE AMOUNT: _____

Please list all proposed EBE subcontractor(s) and/or material supplier(s) for this project. I/We propose to utilize the following subcontractor(s) and/or material supplier(s).
NOTE: To receive full credit EBE's must perform commercially useful work at the job site. Up to twenty percent (20%) credit may be given under certain circumstances to EBE suppliers or other EBE contractors who assist in management of the project.

EBE FIRM(S) NAME ADDRESS/CONTACT PERSON AND PHONE NUMBER	SUBCONTRACTOR OR SUPPLIER	WORK PERFORMED/ MATERIAL SUPPLIED	% OF BID	AMOUNT	AUTHORIZED EBE(S) OWNER/ REPRESENTATIVE SIGNATURE OF ACKNOWLEDGEMENT
1.					
2.					
3.					
4.					
5.					

CONTRACTOR: _____ DATE: ____/____/____
 (SIGNATURE & TITLE REQUIRED)

REVIEWED BY - _____ DATE: ____/____/____
 EBE ANALYST: _____

DEPARTMENT OF PUBLIC WORKS: _____ DATE: ____/____/____

OFFICE USE ONLY - _____
 PROJECT SUMMARY: _____

DEPARTMENT OF ADMINISTRATION
EMERGING BUSINESS ENTERPRISE PROGRAM

Form D - EBE MONTHLY REPORT

(1) Report for the Month of _____ 20 _____ (Final: yes ___ no ___)

(2) Prime Contractor/Firm _____

(3) Full Address & Phone Number: _____

(4) Description of service performed and/or material supplied _____

(5) Purchase Order /Contract# _____ (6) Project Number _____

(7) Start Date: _____ (8) Prime Contractor's Total \$: _____

(9) Completion Date: _____ (10) Prime Contractor to date \$: _____

(11) EBE % _____ and EBE \$ amount _____

List all EBE subcontractor firm(s) utilized in connection with the above contract, either as service performed and/or supplier for the month. This form shall be signed and returned. **If this represents the final report, be sure to attach EBE Payment Certification Form (Form E) for each sub listed.**

NAME OF EBE FIRM(s)	SERVICE PERFORMED/ MATERIAL SUPPLIED	AMOUNT PAID FOR THE MONTH	TOTAL \$ PAID TO DATE
TOTAL PAID TO EBE(s)			

I/we hereby certify that I/we have read the above and approved this information to be precise and confirmed.

(12) Report Prepared By: _____
(Name) (Title) (Phone Number)

(13) Authorized Signature : _____
(Name) (Title)

(14) Date _____

Note: This form should be submitted no later than the 20th of every month to DEPARTMENT of PUBLIC WORKS CONTRACT ADMINISTRATION, Room 506, Municipal Building, 841 North Broadway, Milwaukee, WI.

DIRECTIONS FOR EBE MONTHLY REPORT (FORM D)

1. List the month that the report is being submitted. **Note: If this is the final report, check yes and submit Form E Subcontractor Payment Certification Form.**
2. Prime contractor's or firm's registered company name.
3. List full registered business address to include city/state, zip code and telephone number.
4. Brief description service performed and/or material supplied on this contract.
5. List the official Purchase Order or Contract Number, as represented on the contract or purchase order.
6. List the project number as represented on the front page of the contract.
7. List the start date of the project.
8. List the total dollars awarded to the prime contractor.
9. List the completion date of the project.
0. Total dollars paid to Prime contractor to date.
1. List the EBE percentage on this project and the EBE dollar amount.
2. List the name, title and phone number of the individual who prepared the report.
3. Provide the authorized signature and title of the individual who approves the report.
4. List the date that the report is completed.

**THIS REPORT IS DUE THE 20TH OF EVERY MONTH FOR THE PREVIOUS MONTH'S ACTIVITY.
FAILURE TO RETURN THIS FORM BY THE SPECIFIED TIME MAY CAUSE A DELAY IN PAYMENTS.**

ef: EBEPCentral/EBEForms/FormD.doc

City Of Milwaukee
Department Of Public Works
Emerging Business Enterprise Program (EBE)
Subcontractor Payment Certification

(This form must be completed by the EBE subcontractor and attached to the Prime Contractor's Final EBE Report)

-SUBCONTRACTOR EXECUTES-

Section A - EBE Company Officer Completes For Payment That Has Been Received

Subcontractor Name _____

Official Notice No. _____ Project No. _____

DPW Contract No. _____

I hereby certify that I have received \$ _____ for subcontract work on the above project.

Dated _____ Signed _____

Printed Name & Title _____

-PRIME CONTRACTOR & SUBCONTRACTOR EXECUTE-

***Section B - Prime Contractor and EBE Company Officers Complete If Full Payment Has Not Been Made to the EBE Subcontractor and a balance remains to be paid.**

Prime Contractor _____

Subcontractor _____

Official Notice No. _____ Project No. _____

DPW Contract No. _____

I hereby certify that I will pay \$ _____ to _____

for subcontract work on the above project.

Dated _____ Signed _____

Acknowledged: Printed Name & Title _____
Prime Contractor

Signed _____

Printed Name & Title _____
EBE Subcontractor

PROPOSED RESIDENT/APPRENTICE UTILIZATION FORM

This is a preliminary statement of proposed workforce needs where known

Official Notice # _____ Project # _____ Contract # _____

Contractor _____

JOB CATEGORY	PROPOSED # OF HOURS ON THIS PROJECT	PROPOSED # OF HOURS FOR SPECIAL IMPACT AREA RESIDENTS	PROPOSED # OF HOURS FOR ALL OTHER WORKERS
TRUCK DRIVERS:		(%)	(%)
OPERATING ENGINEERS:			
<i>Journeyman</i>		(%)	(%)
<i>Apprentices</i>		(%)	(%)
SKILLED TRADES: (Specify)			
<i>Journeyman</i>		(%)	(%)
<i>Apprentices</i>		(%)	(%)
<i>Trainees</i>		(%)	(%)
LABORERS: (Specify type)			
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)

IAME and ADDRESS of Target Area Residents: _____

IAME and ADDRESS of Apprentices: _____

Contractor Name

DPW Contract No.

**Employee Affidavit
Residence Preference Program**

I certify to the City of Milwaukee that I have seen the map on the reverse side of this form and that I am a resident of the CDBG area residing at _____, Milwaukee, WI _____.
(Address) (Zipcode)

I further certify that this is the area where I maintain my permanent residence and is the location where I vote, pay personal income tax, obtain my driver's license, etc.

To verify my resident status, attached please find the following (check one)

- _____ Copy of my voter's certification form.
- _____ Copy of my last year's Form 1040.
- _____ Copy of my current Wisconsin Driver's License.
- _____ Other (i.e. Utility bill, Lease, etc.)

Finally, I certify that I have been unemployed as follows: (Check those that apply)

- _____ I have worked less than 1,200 hours in the preceding 12 months.
- _____ I have not worked in the preceding 30 days.

Printed Name

Sign Name

Social Security Number

Home Telephone Number

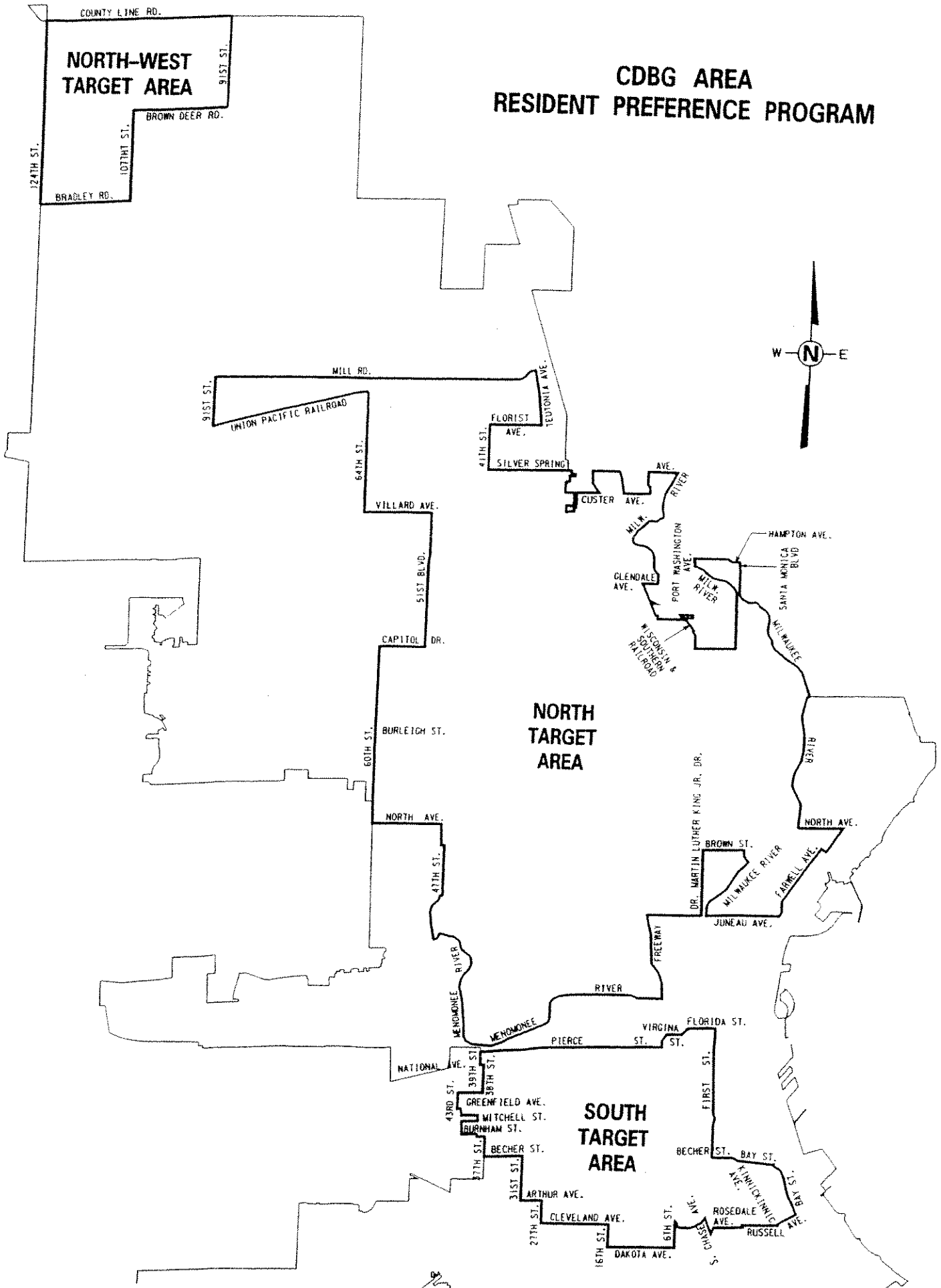
Subscribed and sworn to me this _____ day

Of _____, _____ A.D.

My Commission Expires _____.

Notary Public Milwaukee County

CDBG AREA RESIDENT PREFERENCE PROGRAM



NOTICE

ALL PREVAILING WAGE CONTRACTS AWARDED BY THE DEPARTMENT OF PUBLIC WORKS AFTER THE FIRST OF ANY CALENDAR YEAR ARE SUBJECT TO THE NEW PREVAILING WAGE SCHEDULE THAT GOES INTO EFFECT ON JANUARY 2ND. THE PREVAILING WAGE SCHEDULE INCLUDED IN BID PACKAGES ISSUED LATE IN THE PRECEEDING YEAR MAY NOT BE TOTALLY ACCURATE FOR CONTRACTS OFFICIALLY AWARDED AFTER THE TURN OF THE YEAR. THE NEW PREVAILING WAGE WILL BE INCORPORATED INTO THE CONTRACT WHEN AWARDED.

CITY OF MILWAUKEE CONTRACTORS TIME REPORT

Contractor _____ Contract No. C _____ Complete and return to Rm. 506, Dept. of Public Works
 Sub-Contractor _____ Period Starting _____ within 10 days following the completion of work on a
 Work Location _____ Period Ending _____ contract, or every three months, whichever occurs first.

NAME / ADDRESS	Job Class.	Appren	RESIDENCY		GENDER	RACE	REGULAR HOURS		OVERTIME HRS.		HOURLY CONTRIBUTIONS TO BE MADE								
			Target Milw.	Non-Target Milw.			Non-Resident Milw.	Total Hours Worked	Hourly Rate*	Total Hours Worked	Hourly Rate*	Welfare Fund	Vacation Fund	Pension Fund	other				

***Exclude Welfare, Vacation, Pension Fund and Other Contributions unless they are paid as wages.**
 State of Wisconsin) ss.
 County of Milwaukee)

This is to certify that each and every employee was employed by me during the above period on the contract covered by this report as listed above and has been paid in full without rebate the amounts indicated, and that we have conformed with the requirements of Section 309-21 thru 309-37, Milwaukee Code of Ordinances, relating to Minimum Wage Scale, and any amendments thereto.

Subscribed and sworn to before me this _____ day of _____ A.D. _____
 My commission Expires _____
 Notary Public Milwaukee County _____
 _____ Type or Print Officer's Name & Title

**KEY FOR REPORTING THE RACE AND SEX
OF PERSONS EMPLOYED ON DPW CONTRACTS**

RACE

A = AMERICAN INDIAN

B = BLACK

H = HISPANIC

O = ORIENTAL

W = WHITE

SEX

F = FEMALE

M = MALE

**CITY OF MILWAUKEE
PRIME CONTRACTOR AFFIDAVIT OF COMPLIANCE
WITH MINIMUM WAGE SCALE AND SPECIAL AREA WORKER HOURS PROVISIONS**

STATE OF _____) Project Name _____
 _____) SS.
 _____ County) DPW Contract No. _____

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____
 (State)
 Corporation, partnership, or individual of _____,
 (City, Village, Township) (State)

and make this affidavit pursuant to the provisions of § 66.0903 (9), Wisconsin Statutes, and Wisconsin Administrative Code section §DWD 290.14 regarding wage and fringe benefit rates for municipal contracts for construction of public works and pursuant to Section 309-41 of the Milwaukee Code of Ordinances.

2. I have recently completed the work required under the terms of the contract dated _____, With the City of Milwaukee, Department of Public Works for the construction of all or part of the above-named public works project and make this affidavit in order to obtain my final payment.

3. I have fully complied with the wage and hour requirements as set forth in the above-referenced contract and paid overtime rates (1-1/2 times) for any work over ten (10) hours per day or forty (40) hours per week.

4. I have received similar evidence of compliance with the contract wage rates and special impact area worker hour requirements in the form of completed affidavits from each of my agents and subcontractors who worked on this project and have listed their names on the reverse side of this affidavit along with numbers and percentages of worker hours.

5. I have full and accurate records which clearly show the name, trade or occupation, and home address of every laborer, worker, or mechanic that I employed in connection with the work on this project, as well as the hours worked and actual wage and fringe benefits paid to such employees. These records will be kept at _____ in the custody of _____, whose address and telephone number are _____ . These payroll records and evidence of compliance set in Paragraph 4 will be retained and made available for inspection for a period of at least **seven (7)** years following the completion of the project and will not be removed without prior notification to the commissioner of Public Works.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
President _____	_____	_____
Vice President _____	_____	_____
Secretary-Treasurer _____	_____	_____

Subscribed and sworn to before me this _____
 Day of _____, 20 _____

 (Notary Signature)

Notary Public, State of _____

 (Contractor Signature)

My commission Expires: _____

OVER

Contract No. C _____

**SUMMARY OF HOURS WORKED
(TARGET RESIDENCY VS TOTAL HOURS)**

Name	No. of Hours of Special Impact Area Workers	% of Total Hours	No. of Hours of All Other Workers	% of Total Hours	Total of All Worker Hours
Prime Contractor:					
Subcontractors:					
GRAND TOTAL					

**CITY OF MILWAUKEE
SUBCONTRACTOR AFFIDAVIT OF COMPLIANCE
WITH MINIMUM WAGE SCALE AND SPECIAL AREA WORKER HOURS PROVISIONS**

STATE OF _____)
) SS.
_____ County)

Project Name _____
DPW Contract No. _____

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____ (State)
Corporation, partnership, or individual of _____, _____
(City, Village, Township) (State)

and make this affidavit pursuant to the provisions of § 66.0903 (9), Wisconsin Statutes, and Wisconsin Administrative Code section § DWD 290.13 regarding wage and fringe benefit rates for municipal contracts for construction of public works and pursuant to Section 309-41 of the Milwaukee Code of Ordinances.

2. I have recently completed the work required under the terms of the contract dated _____, With the City of Milwaukee, Department of Public Works and _____ (Name of Prime Contractor) for the construction of all or part of the above-named public works project and make this affidavit in order to obtain my final payment.
3. I have fully complied with the wage and hour requirements as set forth in the above-referenced contract and paid overtime rates (1-1/2 times) for any work over ten (10) hours per day or forty (40) hours per week.
4. I have full and accurate records which clearly show the name, trade or occupation, and home address of every laborer, worker, or mechanic that I employed in connection with the work on this project, as well as the hours worked and actual wage and fringe benefits paid to such employees. These records will be kept at _____ in the custody of _____, whose address and telephone number are _____. These payroll records and evidence of compliance set in Paragraph 4 will be retained and made available for inspection for a period of at least seven (7) years following the completion of the project and will not be removed without prior notification to the commissioner of Public Works.
5. I certify that _____ were the total number of hours worked on this project with _____ hours being worked by residents of the special impact area and _____ hours being worked by all other workers.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
President _____	_____	_____
Vice President _____	_____	_____
Secretary-Treasurer _____	_____	_____

Subscribed and sworn to before me this _____
Day of _____, 20____

(Notary Signature)

Notary Public, State of _____

(Contractor Signature)

My commission Expires: _____

CITY OF MILWAUKEE DEPARTMENT OF PUBLIC WORKS
SUBCONTRACTOR APPROVAL FORM

Date _____

Commissioner of Public Works
Room 506 Municipal Building
841 North Broadway

Permission is requested to sublet work for:

Project _____ Contract No. _____

Work to be sublet is:

Type of work _____ Amount of Subcontract _____

Sublet to (Company Name) _____

Address _____

This request does not adversely effect the goals for EBE participation in this project as stated in the bid documents and as agreed to with the Emerging Business Enterprise Program.

Requested by:

Company _____

Signed _____

Is this a Certified EBE? Yes ___ No ___

Does this requested subcontractor replace an already approved subcontractor?
Yes ___ No ___.

If yes, name of replaced subcontractor _____

NOTE: Effective July, 1996, a prime contractor is responsible for assuring subcontractor compliance with all insurance requirements specified in the DPW general specifications. Do you have a certificate of insurance on file with the required coverage, or are you in the process of getting one? Yes ___ No ___.

-FOR CITY OF MILWAUKEE USE ONLY-

Recommended By

Date

Approved By

Date

Approved - Commissioner of Public Works

Date



Department of Public Works

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

TO WHOM IT MAY CONCERN:

PLEASE NOTE THAT THE FOLLOWING CONTRACTORS ARE CURRENTLY DEBARRED FROM PERFORMING AS A PRIME CONTRACTOR OR SUBCONTRACTOR ON ANY CITY OF MILWAUKEE PROJECT FOR THE LENGTH OF TIME LISTED:

CITY OF MILWAUKEE DEBARRED CONTRACTORS		
CONTRACTOR'S NAME	DEBARMENT START DATE	LENGTH OF DEBARMENT
ELECTRO-GLO OF WI	4/28/06	ONE YEAR
PIONEER ROOFING	8/21/06	ONE YEAR

PLEASE NOTE THAT ANY CONTRACTOR DEBARRED BY THE STATE OF WISCONSIN CANNOT BE A PRIME CONTRACTOR OR SUBCONTRACTOR ON ANY CITY OF MILWAUKEE CONTRACT DURING THE TIME PERIOD THEY ARE DEBARRED BY THE STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT. PLEASE CHECK THE STATE OF WISCONSIN INTERNET SITE LISTED BELOW FOR A LIST OF CURRENTLY DEBARRED CONTRACTORS:

http://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_10908_p.pdf

IF THERE ARE ANY QUESTIONS, PLEASE CALL EITHER THOMAS MILLER AT 414-286-3304 OR BARBARA TRIBLE AT 414-286-3309.

AFFIDAVIT OF COMPLIANCE WITH STATE OF WISCONSIN ACT 181
CONTROLLED SUBSTANCE PREVENTION PROGRAM

STATE OF _____) PROJECT NAME _____
 _____ County) DPW Contract No. _____

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____
 (State)
 Corporation, partnership, or individual of _____,
 (City, Village, Township) (State)
 and make this affidavit pursuant to the requirements of State of Wisconsin Act 181.
2. I have entered into City of Milwaukee, Department of Public Works' Contract No. _____, said contract exceeding \$41,000 if a single trade contract or exceeding \$200,000 if a multiple trade contract.
3. The corporation, partnership, or individual I represent has in place a Controlled Substance Prevention Program that is consistent with and meets the requirements of State of Wisconsin Act 181.
4. I have confirmed that the subcontractors I plan to employ on this contract also have in place a Controlled Substance Prevention Program that is consistent with and meets the requirements of State of Wisconsin Act 181.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
<u>President</u>	_____	_____
<u>Vice President</u>	_____	_____
<u>Sec.- Treasurer</u>	_____	_____

Subscribed and sworn to before me this _____
 Day of _____, 20_____

 (Notary Signature)

 (Contractor Signature)

Notary Public, State of _____

My commission expires: _____

2005 Assembly Bill 736

Date of enactment: **March 22, 2006**

Date of publication*: **April 5, 2006**

2005 WISCONSIN ACT 181

AN ACT to create 103.503 of the statutes; relating to: substance abuse by employees who are required to be paid the prevailing wage rate for work performed on projects of public works, other than state highway projects.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 103.503 of the statutes is created to read:
103.503 Substance abuse prevention on public works projects. (1) DEFINITIONS. In this section:

(a) "Accident" means an incident caused, contributed to, or otherwise involving an employee that resulted or could have resulted in death, personal injury, or property damage and that occurred while the employee was performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project.

(b) "Alcohol" has the meaning given in s. 340.01 (1q).

(c) "Contracting agency" means a local governmental unit, as defined in s. 66.0903 (1) (d), or a state agency, as defined in s. 103.49 (1) (f), that has contracted for the performance of work on a project.

(d) "Drug" means any controlled substance, as defined in s. 961.01 (4), or controlled substance analog, as defined in s. 961.01 (4m), for which testing is required by an employer under its substance abuse prevention program under this section.

(e) "Employee" means a laborer, worker, mechanic, or truck driver who performs the work described in s. 66.0903 (4) or 103.49 (2m) on a project.

(f) "Employer" means a contractor, subcontractor, or agent of a contractor or subcontractor that performs work on a project.

(g) "Project" mean a project of public works that is subject to s. 66.0903 or 103.49.

(2) **SUBSTANCE ABUSE PROHIBITED.** No employee may use, possess, attempt to possess, distribute, deliver, or be under the influence of a drug, or use or be under the influence of alcohol, while performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project. An employee is considered to be under the influence of alcohol for purposes of this subsection if he or she has an alcohol concentration that is equal to or greater than the amount specified in s. 885.235 (1g) (d).

(3) **SUBSTANCE ABUSE PREVENTION PROGRAMS REQUIRED.** (a) Before an employer may commence work on a project, the employer shall have in place a written program for the prevention of substance abuse among its employees. At a minimum, the program shall include all of the following:

1. A prohibition against the actions or conditions specified in sub. (2).

2. A requirement that employees performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project submit to random, reasonable suspicion, and post-accident drug and alcohol testing and to drug and alcohol

* Section 991.11, WISCONSIN STATUTES 2003-04 : Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication as designated" by the secretary of state [the date of publication may not be more than 10 working days after the date of enactment].

testing before commencing work on a project, except that testing of an employee before commencing work on a project is not required if the employee has been participating in a random testing program during the 90 days preceding the date on which the employee commenced work on the project.

3. A procedure for notifying an employee who violates sub. (2), who tests positive for the presence of a drug in his or her system, or who refuses to submit to drug or alcohol testing as required under the program that the employee may not perform work on a project until he or she meets the conditions specified in sub. (4) (b) 1. and 2.

(b) Each employer shall be responsible for the cost of developing, implementing, and enforcing its substance abuse prevention program, including the cost of drug and alcohol testing of its employees under the program. The contracting agency is not responsible for that cost, for the cost of any medical review of a test result, or for any rehabilitation provided to an employee.

(4) **EMPLOYEE ACCESS TO PROJECT.** (a) No employer may permit an employee who violates sub. (2), who tests positive for the presence of a drug in his or her system, or who refuses to submit to drug or alcohol testing as required under the employer's substance abuse prevention program under sub. (3) to perform work on a project until he or she meets the conditions specified in par. (b) 1. and 2. An employer shall immediately remove an employee from work on a project if any of the following occurs:

1. The employee violates sub. (2), tests positive for the presence of a drug in his or her system, or refuses to submit to drug or alcohol testing as required under the employer's substance abuse prevention program.

2. An officer or employee of the contracting agency has a reasonable suspicion that the employee is in violation of sub. (2) and requests the employer to immediately remove the employee from work on the project.

(b) An employee who is barred or removed from work on a project under par. (a) may commence or return to work on the project upon his or her employer providing to the contracting agency documentation showing all of the following:

1. That the employee has tested negative for the presence of drugs in his or her system and is not under the influence of alcohol as described in sub. (2).

2. That the employee has been approved to commence or return to work on the project in accordance with the employer's substance abuse prevention program.

(c) Testing for the presence of drugs or alcohol in an employee's system and the handling of test specimens shall be conducted in accordance with guidelines for laboratory testing procedures and chain-of-custody procedures established by the substance abuse and mental health services administration of the federal department of health and human services.

(5) **LOCAL ORDINANCES; STRICT CONFORMITY REQUIRED.** A local governmental unit, as defined in s. 66.0903 (1) (d), may enact an ordinance regulating the conduct regulated under this section only if the ordinance strictly conforms to this section.

SECTION 2. Initial applicability.

(1) This act first applies to a contract to perform work on a project, as defined in section 103.503 (1) (g) of the statutes, as created by this act, for which bids are opened on the effective date of this subsection or, if bids are not solicited for the contract, to a contract to perform such work entered into on the effective date of this subsection, except that this This act first applies to an employee who is affected by a collective bargaining agreement that contains provisions inconsistent with this act on the day on which the collective bargaining agreement expires or is extended, modified, or renewed, whichever occurs first.

SECTION 3. Effective date.

(1) This act takes effect on the first day of the 13th month beginning after publication.

NOTICE TO CONTRACTORS

PLEASE NOTE: Effective December 28, 2005, the City of Milwaukee adopted an ordinance relative to the disclosure of participation in or profits derived from slavery by contractors. All contractors awarded a contract on behalf of the City of Milwaukee, whether or not subject to a competitive bid, shall complete an affidavit prior to entering into the contract verifying that the contractor has searched any and all records of the company or any predecessor company regarding records of investments or profits from slavery or slaveholder insurance policies during the slavery era. The names of any enslaved persons or slaveholders described in those records must be disclosed in the affidavit.

The City shall make the information contained in the affidavit available to the public. Any contract between the City and a contractor which fails to provide the requisite affidavit or which includes material false information on such affidavit shall be rendered null and void. To reference Milwaukee Code of Ordinances 310-14, please see:

<http://cc-codenew.milwaukee.gov/code/volume3/ch310.pdf>

CITY OF MILWAUKEE - DEPARTMENT OF PUBLIC WORKS
AFFIDAVIT OF COMPLIANCE
DISCLOSURE OF PARTICIPATION IN OR PROFITS DERIVED
FROM SLAVERY BY CONTRACTORS

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

This affidavit of compliance will be the contractor's sworn statement that publicly discloses any slavery policies sold by any companies, or profits from slavery by industries or their predecessors who are doing business with the City of Milwaukee as defined in the Milwaukee Code of Ordinances 310-14.

Please check one:

_____ This business **was not** in existence prior to 1865.

_____ This business **was** in existence prior to 1865. I have searched any and all records for records of investments or profits from slavery and have found no such records.

_____ This business **was** in existence prior to 1865. I have searched any and all records for records of investments or profits from slavery and am disclosing the findings on the attached pages.

I hereby declare that all statements are true, accurate and complete as of the date furnished to the City of Milwaukee.

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

Subscribed to before me this _____ day of _____, 20____

NOTARY PUBLIC _____ County, _____ State

SIGNATURE: _____

(Seal)

PRINT NAME: _____

My commission expires: _____

Ref: slaverydisclosureaffidavit

CITY OF MILWAUKEE
NOTICE OF DISPUTE WITH INVOICE

TO: Department of Public Works
Frank P. Zeidler Municipal Building
841 North Broadway, Room 506
Milwaukee, WI 53202

We hereby provide notice of a dispute concerning the following recently received invoice:

<u>INVOICE NO.</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>RELATED TO CONTRACT NO.</u>
_____	___/___/___	_____	_____

NATURE OF DISPUTE: _____

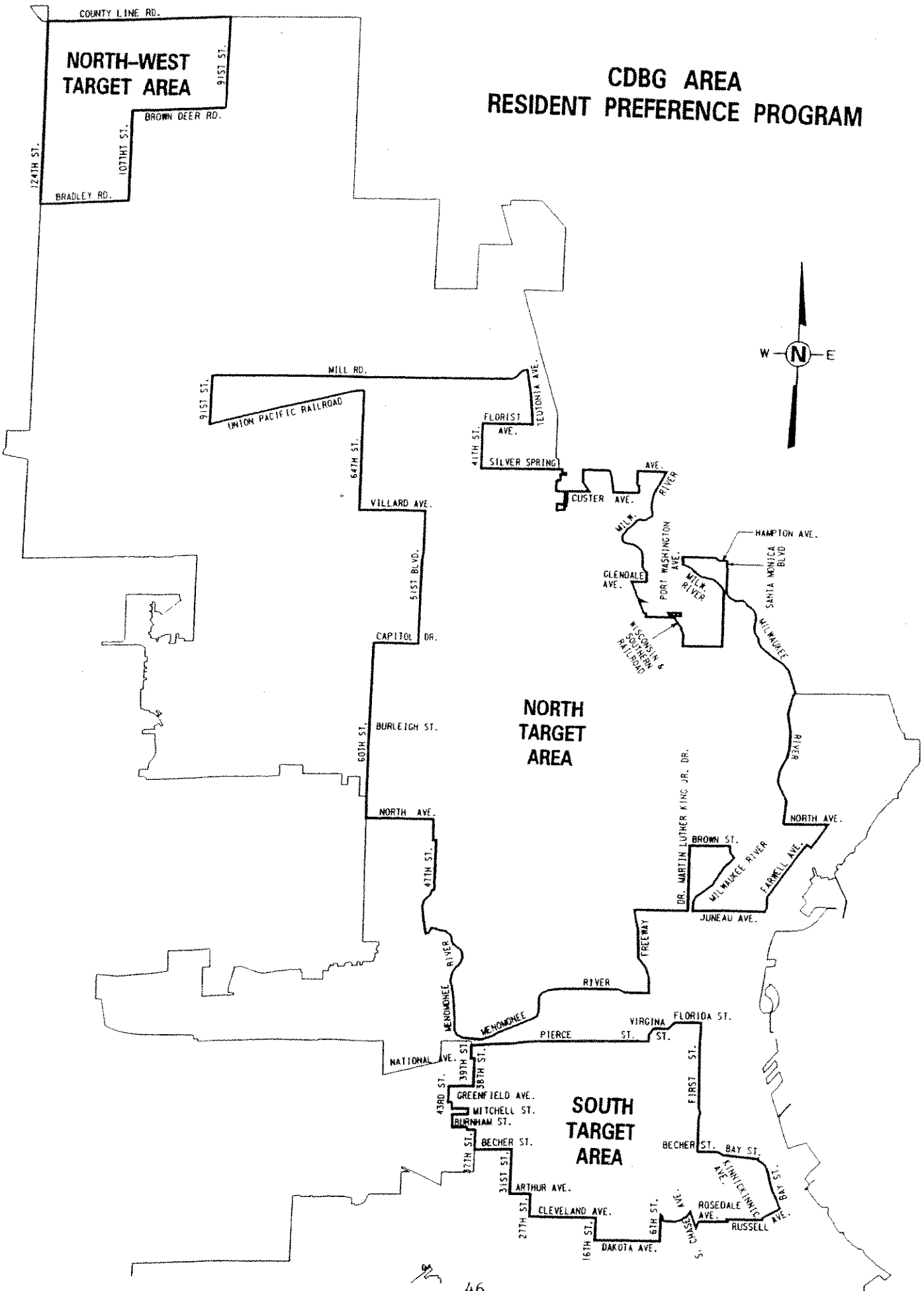
SIGNED: _____ TELEPHONE: _____
COMPANY: _____ DATE: ___/___/___
ADDRESS: _____ PHONE: _____

For Office Use Only: COPY 1: DIVISION COPY 2: DPW ADMINISTRATION
COPY 3: RETAINED BY CONTRACTOR

RESOLUTION: _____

DATE DISPUTE RESOLVED: ___/___/___ AMOUNT DUE: _____
RESOLUTION SUBMITTED BY: _____
DIVISION: _____

CDBG AREA RESIDENT PREFERENCE PROGRAM



ANNUAL CONTRACTORS MEETING

MARCH 2007

AGENDA

- I. Welcome and introductions**
- II. Program funding levels**
- III. Emerging Business Enterprise Program**
- IV. Residents Preference Program**
- V. Contract Processing**
- VI. Special Issues / New Requirements**
 - a. Controlled Substance Prevention Program**
 - b. Work site concerns**
 - c. Accurate & complete bid forms**
 - d. Prevailing wage rates – early in the year contracts**
- VII. BusinessSense demonstration**
- VIII. BusinessSense registration**



Department of Public Works

March, 2007

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

TO ALL INTERESTED CONTRACTORS:

OFFICIAL NOTICES REQUESTING BIDS FOR CITY OF MILWAUKEE DEPARTMENT OF PUBLIC WORKS PROJECTS CAN BE FOUND ON THE INTERNET AT:

www.mpw.net – On the left side click on Official Bid Notices

YOU CAN ALSO VIEW FROM THIS OFFICIAL NOTICE SITE:

- **PLAN HOLDER LISTS**
- **BID RESULTS (TOTALS AND UNIT BID PRICES BY INDIVIDUAL CONTRACTOR)**
- **CONTRACT ADMINISTRATION CONTACT PHONE NUMBERS**
- **THE DEPARTMENT OF PUBLIC WORKS GENERAL SPECIFICATIONS DOCUMENT**
- **THE EMERGING BUSINESS ENTERPRISE (EBE) GUIDELINES AND MONTHLY EBE PARTICIPATION REPORTS**
- **THE RESIDENCY PARTICIPATION PROGRAM GUIDELINES**
- **THE TARGET RESIDENCY MAP**
- **TARGET RESIDENT CERTIFYING AGENCIES**
- **THE APPRENTICESHIP GUIDELINES**
- **ANTICIPATED PROJECTS**
- **THE GENERAL OFFICIAL NOTICE TO CONTRACTORS**
- **FORMS USED IN THE BIDDING PROCESS**
- **AWARDED BIDS**
- **CONTRACTORS BARRED FROM DPW CONTRACTS**

IF THERE ARE ANY QUESTIONS, PLEASE CALL THE CONTRACT OFFICE AT 414-286-3314 OR 414-286-3309.

REVIEW OF CONTRACT REQUIREMENTS

REVIEW OF BID PROCEDURES

- No late bids are allowed. All bids must be received at the **CONTRACT OFFICE (RM. 506)** by 10:30 a.m. of the day that bids are due. If they get delivered to the loading dock or the Commissioner's office when Fed Ex'd or UPS'd and don't make it to the contract office by the time of the bid opening, they will **not** be considered and will be returned unopened. Please make sure that the **outside** envelope includes the 506 room number and clearly **states** that a sealed bid is enclosed.
- No qualifications or conditions can be placed on bids; in other words, no changes made to the proposal; *this will invalidate the bid.*

FORMS REQUIRED WITH BIDS:

*BID BOND – which needs to be signed by the CONTRACTOR as well as the surety

*SIGNED BID (page with two hands and requires TWO signatures)

*NON-COLLUSION AFFIDAVIT

*DISCLOSURE OF OWNERSHIP (we ask that you return it so we know that it's been noted; just mark it N/A if that is the case)

*ACKNOWLEDGEMENT PAGE - which indicates the percentages of EBE, residency and apprentice requirements and which has a line to acknowledge any addendums; please be sure to note receipt of any and all addenda

*FORM A (EITHER WITH BID OR WITHIN 3 BUSINESS DAYS OF NOTIFICATION THAT YOU ARE THE APPARENT LOW BIDDER). Award of any contract will be held up until signatures of the EBE subs are submitted on the Form A; we don't have to have the sub signatures within the 3 day submittal period, but we must have them in order to award a contract.

When turning in your bids, please DON'T return the Residency, EBE or apprenticeship guideline pages or the wage rates you get with the proposal packet; keep the wage rates so that you can forward them to any contractors you may be subcontracting to if you are the apparent low bidder.

WAGES/TIME REPORT SUBMITTAL

ALMOST ALL DPW CONTRACTS ARE SUBJECT TO PREVAILING WAGE REQUIREMENTS, SO PLEASE MAKE SURE ANY SUBCONTRACTOR WHO IS QUOTING YOU A PRICE IS ADVISED THAT HE WILL HAVE TO PAY

PREVAILING WAGE. Wage scales should be given to subcontractors as well as posted on the job site. Also advise your subcontractors that, if they in turn are hiring any subs, they should also furnish that sub a copy of the wage rate from the contract they are working on.

Weekly payroll reports should **not** be submitted; there should be a *3 month increment* of time **consolidated** on one time report form, unless work is completed sooner; then time reports are due *within 10 days of completion* of a contract. It is important to let subs know this also. The “3 months of time” on a time report start counting from the *first day of work on the job-site* for the prime or 3 months from the first day a sub starts work; the 3 month increments are not related to calendar months.

Our DPW-6 time report form is preferred, but if alternative computer printouts are submitted they need to include **all** information that appears on our form, including the “other” benefits from the contributions column as well as the affidavit on the bottom of our form and an officer’s signature with notarization. If they are the “federal” or “state” format, they will not be accepted as these formats don’t contain the same information that the City DPW-6 form requires.

Truck drivers are required to submit time reports when putting material substantially in place or when hauling material away from the job site. The state considers mineral aggregate as being put “substantially in place” if the truck moves along the road bed and dumps the stone. Therefore, this activity is covered by prevailing wage and time reports need to be submitted.

Please make sure that all documents submitted are complete as well as *legible* before forwarding them to the contract office, especially where faxed copies are concerned. However, it should be noted that we should be receiving original time report documents and those need to be legible as well.

Make sure that hourly contributions are listed in the columns provided on the DPW-6 form; if contributions are not listed out separately, they need to be included in the hourly wage rate.

As often the name of a firm does not give any indication of the type of work the contractor does, please make sure job classifications are clear and appear in the wage rate document; i.e., “superintendent” or just “journeyman” is not sufficient and is not a listed job title. Please also refrain from listing only acronyms for job titles.

All payroll records for prime and subcontractors must be kept by contractors for **seven** years.

INSURANCE

The prime contractor is responsible for keeping certificates of insurance on file for subs and to make sure the coverage meets DPW specification requirements.

CONTRACT FORMS

There are two pages in these packets which list the contract forms, when they are submitted and what they are for.

Please use only **current** forms; forms which have been provided with these packets. Some of these forms were updated over the past few years – the *most current* DPW-6 time report form was revised in 2007 to report Hourly Benefit Contributions (rather than Total Contributions). The affidavits of compliance were revised in 2004 to reflect the seven (7) years required for record retention (if old formats are submitted, they will be returned for revision). The target resident map was revised in 2004 and can also be found on the internet.

It is important for the prime contractor to provide its **subs** with the most up-to-date forms the city will be requiring of them and to mention to your subs that, if they are subbing part of their work out, these third-tier subs will have to be given copies of the required forms. It is the prime contractor's responsibility *to keep track of all subs* on a project.

Subcontractor time reports and subcontractor affidavits of compliance should be complete as soon as *their portion* of the contract is done and turned into the contract office; you do not have to wait until all forms are accumulated and the contract finished before submitting them. That way any problems or errors can be corrected “while still fresh” and, hopefully, avoid holding up payments. Please carefully review subcontractor documents prior to forwarding them to the contract office. Please make sure that they are the correct form/format; that they include *our DPW contract number*, the name of the prime contractor, the work location, the period starting/ending – *day, date, and year*; that the contributions are listed and that *each page* is signed and notarized.

***Form I's & proofs of residency** should be obtained as soon as an employee starts working and submitted to DPW ASAP as Post Office verification takes time; by waiting too long, the opportunity to verify their address is often lost and then hours cannot be counted toward residency. Prime contractors should also make their subcontractors aware of these requirements if they are expecting a sub to provide residency participation. If a subcontractor states that they have target residents; get the names *and addresses* of these residents and check with the contract office to be sure they are current, verified target residents. It's important to fill out the WORK CRITERIA SECTION prior to submittal of the Form I and just as important to make sure the address on the proof matches the address on the Form I and is *actually located in the target area*.

When target residents are obtained thru Esperanza Unida, the Milwaukee Urban League or Big Step, a copy of **both** of their verification letters needs to be submitted to the contract office.

Form D's are required monthly by the 20th of the following month for the previous month. Even if nothing is paid out, the EBE names should be listed and zeros placed in the payment columns; both DPW and the EBE office need to keep the statistics up to date on a *monthly* basis. Separate D's are needed for *each month*; do *not* combine several months on one Form D or they will be returned for correction.

The EBE's listed on the Form A are the EBE's that are expected to be used. If you do not use one or more of the EBE's originally submitted, you need to inform the contract office. If you change one EBE subcontractor for another, you must also inform the contract office by submitting a subcontractor approval form.

If you do not list any subcontractors on your proposal or if you add to the subcontractors listed on your proposal, you are expected to submit a subcontractor approval form *before* the subcontractor works on the project.

*EBE's must submit Form E's – partially paid and "still owed" amounts both need to be reported and the Form E is set up for this.

*At the end of the contract, the prime must submit a summary of the hours worked by target residents and the total hours worked for their company and all subs (Form is found on back of the prime affidavit of compliance.)

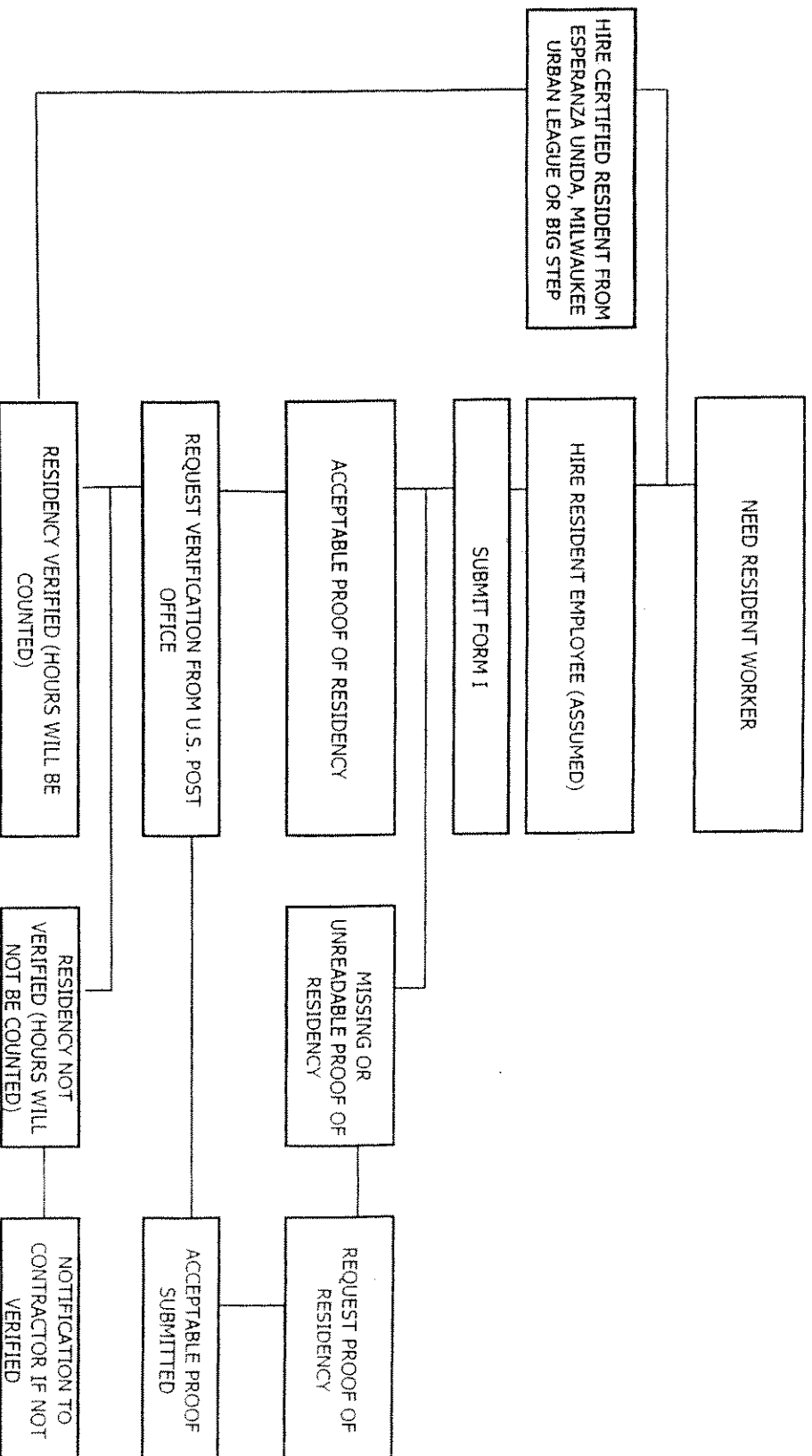
*Any forms not submitted as required result in payments being held; in addition, any payment funds held for a year are subject to **forfeiture**.

It's important to address any submittal of forms or correspondence to the attention of Barbara Tribble, making sure to put the room number, Room 506, **on the outside envelope** in order to avoid delay in receipt or even non-receipt. Envelopes without a room number are bundled together by the Post Office, and the City's mail room then has to sort through them piece by piece *as time permits*, which could result in delay of receipt.

Invoices/Dispute with Invoices

If an invoice is going to be disputed, the dispute form should be filed as soon as possible and preferably no later than 30 days from date of the invoice. Invoices need to be paid within 30 days or they are subject to deduction from **any** payment certification that may be processed.

RESIDENT WORKER CERTIFICATION



**Department of Public Works
MEETINGS WITH CONTRACTORS**

DEPARTMENT OF PUBLIC WORKS CONTRACT FORMS		WHEN DUE
NO./LETTER	NAME	
Form A	EBE Participation for Subcontractors/or Material Suppliers	Either with the bid or three days after notification of being the low bidder
Form D	EBE Monthly Report	By the 20th of the Month for the Preceding Month
Form E	EBE Subcontractor	Prior to Final Payment
Form F	Proposed Resident/Apprentice Utilization Form	Requested prior to start of work
Form I	Employee Affidavit - Resident Preference Program	Requested prior to start of work
DPW-6	Contractor Time Report	Every Three Months or 10 days after Completion which ever comes first.
DPW-11	Prime Contractor Affidavit of Compliance with Minimum Wage and Special Impact Area Worker Hours Provisions Summary of all hours-including all subcontractors (on back of form)	Prior to Final Payment
DPW-12	Subcontractor Affidavit of Compliance with Minimum Wage and Special Impact Area Worker Hours Provisions	Prior to Final Payment
	Non-Collusion Affidavit	With the Bid
DILHR	Disclosure of Ownership	With the Bid
	Subcontractor Approval Form	Prior to work on project by Subcontractors not listed on Bid proposal

**Department of Public Works
MEETINGS WITH CONTRACTORS**

CONTRACT DOCUMENT SUBMITTAL REGARDING EMERGING BUSINESS ENTERPRISE, RESIDENT AND APPRENTICE PARTICIPATION AND WAGES			
PHASE OF CONTRACT	DOCUMENTS DUE	IN REGARDS TO	SUBMITTED BY
Submittal of bids	Form A - EBE Participation Subcontractors/or Material Suppliers	EBE	Prime Contractor
Notice of Being Apparent Low Bidder	Form A - EBE Participation Subcontractors/or Material Suppliers (within 3 days if not submitted with bid)	EBE	Prime Contractor
Returning Signed Contracts	Form F - Proposed Resident/Apprentice Utilization Form	Resident and Apprentice	Prime Contractor
	Form I - Employee Affidavit with proof of Residency (For any uncertified residents)	Resident	Prime Contractor Subcontractors
	Indenture Papers for all Apprentices	Apprentice	Prime Contractor Subcontractors
During the progress of the Contract	Form D - EBE Monthly Report (Due the 20th of the month for the preceding month)	EBE	Prime Contractor
	Form I - Employee Affidavit with proof of Residency (For any new uncertified residents hired)	Resident	Prime Contractor Subcontractors
	Form DPW 6 - Contractor Time Report (Every three months or at end of contract, which ever comes first)	Wages	Prime Contractor Subcontractors
Completion of the Contract	Form E - EBE Subcontractor Payment Certification	EBE	Prime Contractor
	Form DPW 11 - Prime Contractor Affidavit of Compliance	Wages and Resident	Prime Contractor
	Form DPW 12 - Subcontractor Affidavit of Compliance	Wages and Resident	Prime Contractor Subcontractors
	Summary of Hours including all Subcontractors	Resident	Prime Contractor
	Form DPW 6 - Contractor Time Report (Final)	Wages	Prime Contractor Subcontractors
After Review of Documents	Explanation of any Shortfalls and Underpayments	EBE, Resident, Apprentice and Wages	Prime Contractor
Final Payment			

**CITY OF MILWAUKEE - DEPARTMENT OF PUBLIC WORKS
EBE PARTICIPATION FOR SUBCONTRACTORS AND/OR MATERIAL SUPPLIERS**

PRIME CONTRACTOR'S NAME: _____ OFFICIAL NOTICE NUMBER: _____

DATE: _____ TOTAL BID AMOUNT: _____ TOTAL EBE AMOUNT: _____

Please list all proposed EBE subcontractor(s) and/or material supplier(s) for this project. I/We propose to utilize the following subcontractor(s) and/or material supplier(s).
NOTE: To receive full credit EBE's must perform commercially useful work at the job site. Up to twenty percent (20%) credit may be given under certain circumstances to EBE suppliers or other EBE contractors who assist in management of the project.

EBE FIRM(S) NAME ADDRESS/CONTACT PERSON AND PHONE NUMBER	SUBCONTRACTOR OR SUPPLIER	WORK PERFORMED/ MATERIAL SUPPLIED	% OF BID	AMOUNT	AUTHORIZED EBE(S) OWNER/ REPRESENTATIVE SIGNATURE OF ACKNOWLEDGEMENT
1.					
2.					
3.					
4.					
5.					

CONTRACTOR: _____ DATE: ____/____/____
 (SIGNATURE & TITLE REQUIRED)

REVIEWED BY: _____ DATE: ____/____/____
 EBE ANALYST: _____

DEPARTMENT OF PUBLIC WORKS: _____ DATE: ____/____/____

OFFICE USE ONLY -
 PROJECT SUMMARY: _____

DEPARTMENT OF ADMINISTRATION
EMERGING BUSINESS ENTERPRISE PROGRAM

Form D - EBE MONTHLY REPORT

(1) Report for the Month of _____ 20 _____ (Final: yes ___ no ___)

(2) Prime Contractor/Firm _____

(3) Full Address & Phone Number: _____

(4) Description of service performed and/or material supplied _____

(5) Purchase Order /Contract# _____ (6) Project Number _____

(7) Start Date: _____ (8) Prime Contractor's Total \$: _____

(9) Completion Date: _____ (10) Prime Contractor to date \$: _____

(11) EBE % _____ and EBE \$ amount _____

List all EBE subcontractor firm(s) utilized in connection with the above contract, either as service performed and/or supplier for the month. This form shall be signed and returned. **If this represents the final report, be sure to attach EBE Payment Certification Form (Form E) for each sub listed.**

NAME OF EBE FIRM(s)	SERVICE PERFORMED/ MATERIAL SUPPLIED	AMOUNT PAID FOR THE MONTH	TOTAL \$ PAID TO DATE
TOTAL PAID TO EBE(s)			

I/we hereby certify that I/we have read the above and approved this information to be precise and confirmed.

12) Report Prepared By: _____
(Name) (Title) (Phone Number)

13) Authorized Signature : _____
(Name) (Title)

(14) Date _____

Note: This form should be submitted no later than the 20th of every month to DEPARTMENT of PUBLIC WORKS CONTRACT ADMINISTRATION, Room 506, Municipal Building, 841 North Broadway, Milwaukee, WI.

DIRECTIONS FOR EBE MONTHLY REPORT (FORM D)

List the month that the report is being submitted. **Note: If this is the final report, check yes and submit Form E Subcontractor Payment Certification Form.**

Prime contractor's or firm's registered company name.

List full registered business address to include city/state, zip code and telephone number.

Brief description service performed and/or material supplied on this contract.

List the official Purchase Order or Contract Number, as represented on the contract or purchase order.

List the project number as represented on the front page of the contract.

List the start date of the project.

List the total dollars awarded to the prime contractor.

List the completion date of the project.

Total dollars paid to Prime contractor to date.

List the EBE percentage on this project and the EBE dollar amount.

List the name, title and phone number of the individual who prepared the report.

Provide the authorized signature and title of the individual who approves the report.

List the date that the report is completed.

**THIS REPORT IS DUE THE 20TH OF EVERY MONTH FOR THE PREVIOUS MONTH'S ACTIVITY.
FAILURE TO RETURN THIS FORM BY THE SPECIFIED TIME MAY CAUSE A DELAY IN PAYMENTS.**

City Of Milwaukee
Department Of Public Works
Emerging Business Enterprise Program (EBE)
Subcontractor Payment Certification

(This form must be completed by the EBE subcontractor and attached to the Prime Contractor's Final EBE Report)

-SUBCONTRACTOR EXECUTES-

Section A - EBE Company Officer Completes For Payment That Has Been Received

Subcontractor Name _____

Official Notice No. _____ Project No. _____

DPW Contract No. _____

I hereby certify that I have received \$ _____ for subcontract work on the above project.

Dated _____ Signed _____

Printed Name & Title _____

-PRIME CONTRACTOR & SUBCONTRACTOR EXECUTE-

***Section B - Prime Contractor and EBE Company Officers Complete If Full Payment Has Not Been Made to the EBE Subcontractor and a balance remains to be paid.**

Prime Contractor _____

Subcontractor _____

Official Notice No. _____ Project No. _____

DPW Contract No. _____

I hereby certify that I will pay \$ _____ to _____

for subcontract work on the above project.

Dated _____ Signed _____

Acknowledged: Printed Name & Title _____
Prime Contractor

Signed _____

Printed Name & Title _____
EBE Subcontractor

PROPOSED RESIDENT/APPRENTICE UTILIZATION FORM

This is a preliminary statement of proposed workforce needs where known

Official Notice # _____ Project # _____ Contract # _____

Contractor _____

JOB CATEGORY	PROPOSED # OF HOURS ON THIS PROJECT	PROPOSED # OF HOURS FOR SPECIAL IMPACT AREA RESIDENTS	PROPOSED # OF HOURS FOR ALL OTHER WORKERS
TRUCK DRIVERS:		(%)	(%)
OPERATING ENGINEERS:			
<i>Journeyman</i>		(%)	(%)
<i>Apprentices</i>		(%)	(%)
SKILLED TRADES: (Specify)			
<i>Journeyman</i>		(%)	(%)
<i>Apprentices</i>		(%)	(%)
<i>Trainees</i>		(%)	(%)
LABORERS: (Specify type)			
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)
		(%)	(%)

IAME and ADDRESS of target Area Residents: _____

IAME and ADDRESS of apprentices: _____

Contractor Name

DPW Contract No.

**Employee Affidavit
Residence Preference Program**

I certify to the City of Milwaukee that I have seen the map on the reverse side of this form and that I am a resident of the CDBG area residing at _____, Milwaukee, WI _____.
(Address) (Zipcode)

I further certify that this is the area where I maintain my permanent residence and is the location where I vote, pay personal income tax, obtain my driver's license, etc.

To verify my resident status, attached please find the following (check one)

- _____ Copy of my voter's certification form.
- _____ Copy of my last year's Form 1040.
- _____ Copy of my current Wisconsin Driver's License.
- _____ Other (i.e. Utility bill, Lease, etc.)

Finally, I certify that I have been unemployed as follows: (Check those that apply)

- _____ I have worked less than 1,200 hours in the preceding 12 months.
- _____ I have not worked in the preceding 30 days.

Printed Name

Sign Name

Social Security Number

Home Telephone Number

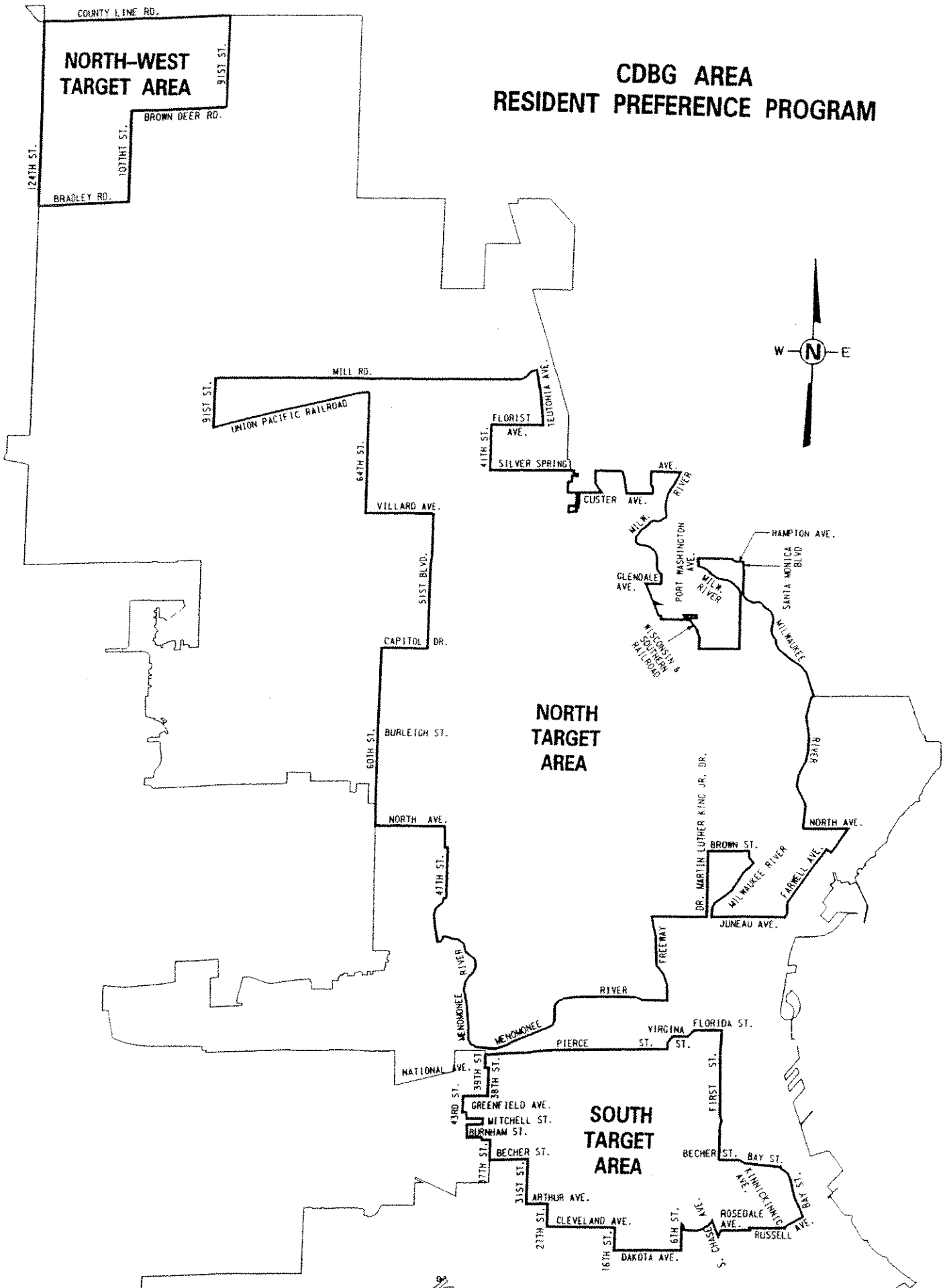
Subscribed and sworn to me this _____ day

Of _____, _____ A.D.

My Commission Expires _____.

Notary Public Milwaukee County

CDBG AREA RESIDENT PREFERENCE PROGRAM



NOTICE

ALL PREVAILING WAGE CONTRACTS AWARDED BY THE DEPARTMENT OF PUBLIC WORKS AFTER THE FIRST OF ANY CALENDAR YEAR ARE SUBJECT TO THE NEW PREVAILING WAGE SCHEDULE THAT GOES INTO EFFECT ON JANUARY 2ND. THE PREVAILING WAGE SCHEDULE INCLUDED IN BID PACKAGES ISSUED LATE IN THE PRECEEDING YEAR MAY NOT BE TOTALLY ACCURATE FOR CONTRACTS OFFICIALLY AWARDED AFTER THE TURN OF THE YEAR. THE NEW PREVAILING WAGE WILL BE INCORPORATED INTO THE CONTRACT WHEN AWARDED.

CITY OF MILWAUKEE
CONTRACTORS TIME REPORT

Contractor _____
Sub-Contractor _____
Work Location _____

Contract No. C _____
Period Starting _____
Period Ending _____

Complete and return to Rm. 506, Dept. of Public Works
within 10 days following the completion of work on a
contract, or every three months, whichever occurs first.

NAME / ADDRESS	Job Class.	Appren	RESIDENCY		GENDER	RACE	REGULAR HOURS		OVERTIME HRS.		HOURLY CONTRIBUTIONS TO BE MADE			
			Target Milw.	Non-Target Milw.			Total Hours Worked	Hourly Rate**	Total Hours Worked	Hourly Rate**	Welfare Fund	Vacation Fund	Pension Fund	other
				Non-Resident Milw.										

*Exclude Welfare, Vacation, Pension Fund and Other Contributions unless they are paid as wages.
State of Wisconsin) ss.
County of Milwaukee)

This is to certify that each and every employee was employed by me during the above period on the contract covered by this report as listed above and has been paid in full without rebate the amounts indicated, and that we have conformed with the requirements of Section 309-21 thru 309-37, Milwaukee Code of Ordinances, relating to Minimum Wage Scale, and any amendments thereto.

Subscribed and sworn to before me this _____ day of _____ A.D. _____ Company Officer's Signature
My commission Expires _____ Notary Public Milwaukee County _____ Type or Print Officer's Name & Title

KEY FOR REPORTING THE RACE AND SEX OF PERSONS EMPLOYED ON DPW CONTRACTS

RACE

A = AMERICAN INDIAN

B = BLACK

H = HISPANIC

O = ORIENTAL

W = WHITE

SEX

F = FEMALE

M = MALE

CITY OF MILWAUKEE
PRIME CONTRACTOR AFFIDAVIT OF COMPLIANCE
WITH MINIMUM WAGE SCALE AND SPECIAL AREA WORKER HOURS PROVISIONS

STATE OF _____)
) SS. Project Name _____
_____ County) DPW Contract No. _____

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____
(State)
Corporation, partnership, or individual of _____,
(City, Village, Township) (State)

and make this affidavit pursuant to the provisions of § 66.0903 (9), Wisconsin Statutes, and Wisconsin
Administrative Code section §DWD 290.14 regarding wage and fringe benefit rates for municipal contracts for
construction of public works and pursuant to Section 309-41 of the Milwaukee Code of Ordinances.

2. I have recently completed the work required under the terms of the contract dated _____,
With the City of Milwaukee, Department of Public Works for the construction of all or part of the above-named public
works project and make this affidavit in order to obtain my final payment.

3. I have fully complied with the wage and hour requirements as set forth in the above-referenced contract and paid
overtime rates (1-1/2 times) for any work over ten (10) hours per day or forty (40) hours per week.

4. I have received similar evidence of compliance with the contract wage rates and special impact area worker hour re-
quirements in the form of completed affidavits from each of my agents and subcontractors who worked on this project
and have listed their names on the reverse side of this affidavit along with numbers and percentages of worker hours.

5. I have full and accurate records which clearly show the name, trade or occupation, and home address of every laborer,
worker, or mechanic that I employed in connection with the work on this project, as well as the hours worked and actual
wage and fringe benefits paid to such employees. These records will be kept at _____
in the custody of _____, whose address and telephone number are _____
_____. These payroll records and evidence of compliance set
in Paragraph 4 will be retained and made available for inspection for a period of at least **seven (7)** years following the
completion of the project and will not be removed without prior notification to the commissioner of Public Works.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
President _____	_____	_____
Vice President _____	_____	_____
Secretary-Treasurer _____	_____	_____

Subscribed and sworn to before me this _____
Day of _____, 20 _____

(Notary Signature)

Notary Public, State of _____

(Contractor Signature)

My commission Expires: _____

OVER

SUMMARY OF HOURS WORKED
(TARGET RESIDENCY VS TOTAL HOURS)

Contract No. C _____

Name	No. of Hours of Special Impact Area Workers	% of Total Hours	No. of Hours of All Other Workers	% of Total Hours	Total of All Worker Hours
Prime Contractor:					
Subcontractors:					
GRAND TOTAL					

**CITY OF MILWAUKEE
SUBCONTRACTOR AFFIDAVIT OF COMPLIANCE
WITH MINIMUM WAGE SCALE AND SPECIAL AREA WORKER HOURS PROVISIONS**

STATE OF _____) Project Name _____
County) SS. DPW Contract No. _____
County)

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____ (State) Corporation, partnership, or individual of _____ (City, Village, Township) _____ (State), and make this affidavit pursuant to the provisions of § 66.0903 (9), Wisconsin Statutes, and Wisconsin Administrative Code section § DWD 290.13 regarding wage and fringe benefit rates for municipal contracts for construction of public works and pursuant to Section 309-41 of the Milwaukee Code of Ordinances.
2. I have recently completed the work required under the terms of the contract dated _____, With the City of Milwaukee, Department of Public Works and _____ (Name of Prime Contractor) for the construction of all or part of the above-named public works project and make this affidavit in order to obtain my final payment.
3. I have fully complied with the wage and hour requirements as set forth in the above-referenced contract and paid overtime rates (1-1/2 times) for any work over ten (10) hours per day or forty (40) hours per week.
4. I have full and accurate records which clearly show the name, trade or occupation, and home address of every laborer, worker, or mechanic that I employed in connection with the work on this project, as well as the hours worked and actual wage and fringe benefits paid to such employees. These records will be kept at _____ in the custody of _____, whose address and telephone number are _____ These payroll records and evidence of compliance set in Paragraph 4 will be retained and made available for inspection for a period of at least seven (7) years following the completion of the project and will not be removed without prior notification to the commissioner of Public Works.
5. I certify that _____ were the total number of hours worked on this project with _____ hours being worked by residents of the special impact area and _____ hours being worked by all other workers.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
President _____	_____	_____
Vice President _____	_____	_____
Secretary-Treasurer _____	_____	_____

Subscribed and sworn to before me this _____
Day of _____, 20____

(Notary Signature)

Notary Public, State of _____

(Contractor Signature)

My commission Expires: _____

CITY OF MILWAUKEE DEPARTMENT OF PUBLIC WORKS
SUBCONTRACTOR APPROVAL FORM

Date _____

Commissioner of Public Works
Room 506 Municipal Building
841 North Broadway

Permission is requested to sublet work for:

Project _____ Contract No. _____

Work to be sublet is:

Type of work _____ Amount of Subcontract _____

Sublet to (Company Name) _____

Address _____

This request does not adversely effect the goals for EBE participation in this project as stated in the bid documents and as agreed to with the Emerging Business Enterprise Program.

Requested by:

Company _____

Signed _____

Is this a Certified EBE? Yes ___ No ___

Does this requested subcontractor replace an already approved subcontractor?
Yes ___ No ___.

If yes, name of replaced subcontractor _____

NOTE: Effective July, 1996, a prime contractor is responsible for assuring subcontractor compliance with all insurance requirements specified in the DPW general specifications. Do you have a certificate of insurance on file with the required coverage, or are you in the process of getting one? Yes ___ No ___.

-FOR CITY OF MILWAUKEE USE ONLY-

Recommended By

Date

Approved By

Date

Approved - Commissioner of Public Works

Date



Department of Public Works

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

TO WHOM IT MAY CONCERN:

PLEASE NOTE THAT THE FOLLOWING CONTRACTORS ARE CURRENTLY DEBARRED FROM PERFORMING AS A PRIME CONTRACTOR OR SUBCONTRACTOR ON ANY CITY OF MILWAUKEE PROJECT FOR THE LENGTH OF TIME LISTED:

CITY OF MILWAUKEE DEBARRED CONTRACTORS		
CONTRACTOR'S NAME	DEBARMENT START DATE	LENGTH OF DEBARMENT
ELECTRO-GLO OF WI	4/28/06	ONE YEAR
PIONEER ROOFING	8/21/06	ONE YEAR

PLEASE NOTE THAT ANY CONTRACTOR DEBARRED BY THE STATE OF WISCONSIN CANNOT BE A PRIME CONTRACTOR OR SUBCONTRACTOR ON ANY CITY OF MILWAUKEE CONTRACT DURING THE TIME PERIOD THEY ARE DEBARRED BY THE STATE OF WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT. PLEASE CHECK THE STATE OF WISCONSIN INTERNET SITE LISTED BELOW FOR A LIST OF CURRENTLY DEBARRED CONTRACTORS:

http://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_10908_p.pdf

IF THERE ARE ANY QUESTIONS, PLEASE CALL EITHER THOMAS MILLER AT 414-286-3304 OR BARBARA TRIBLE AT 414-286-3309.

AFFIDAVIT OF COMPLIANCE WITH STATE OF WISCONSIN ACT 181
CONTROLLED SUBSTANCE PREVENTION PROGRAM

STATE OF _____) PROJECT NAME _____
 _____ County) DPW Contract No. _____

I, _____, being duly sworn, state that:

1. I am the _____ of _____, a _____
 (State)
 Corporation, partnership, or individual of _____,
 (City, Village, Township) (State)
 and make this affidavit pursuant to the requirements of State of Wisconsin Act 181.
2. I have entered into City of Milwaukee, Department of Public Works' Contract No. _____, said contract exceeding \$41,000 if a single trade contract or exceeding \$200,000 if a multiple trade contract.
3. The corporation, partnership, or individual I represent has in place a Controlled Substance Prevention Program that is consistent with and meets the requirements of State of Wisconsin Act 181.
4. I have confirmed that the subcontractors I plan to employ on this contract also have in place a Controlled Substance Prevention Program that is consistent with and meets the requirements of State of Wisconsin Act 181.

<u>Title</u>	<u>Officer Name</u>	<u>Address</u>
<u>President</u>	_____	_____
<u>Vice President</u>	_____	_____
<u>Sec.- Treasurer</u>	_____	_____

Subscribed and sworn to before me this _____
 Day of _____, 20_____

 (Notary Signature)

 (Contractor Signature)

Notary Public, State of _____

My commission expires: _____

2005 WISCONSIN ACT 181

AN ACT to create 103.503 of the statutes; relating to: substance abuse by employees who are required to be paid the prevailing wage rate for work performed on projects of public works, other than state highway projects.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 103.503 of the statutes is created to read:
103.503 Substance abuse prevention on public works projects. (1) DEFINITIONS. In this section:

(a) "Accident" means an incident caused, contributed to, or otherwise involving an employee that resulted or could have resulted in death, personal injury, or property damage and that occurred while the employee was performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project.

(b) "Alcohol" has the meaning given in s. 340.01 (1q).

(c) "Contracting agency" means a local governmental unit, as defined in s. 66.0903 (1) (d), or a state agency, as defined in s. 103.49 (1) (f), that has contracted for the performance of work on a project.

(d) "Drug" means any controlled substance, as defined in s. 961.01 (4), or controlled substance analog, as defined in s. 961.01 (4m), for which testing is required by an employer under its substance abuse prevention program under this section.

(e) "Employee" means a laborer, worker, mechanic, or truck driver who performs the work described in s. 66.0903 (4) or 103.49 (2m) on a project.

(f) "Employer" means a contractor, subcontractor, or agent of a contractor or subcontractor that performs work on a project.

(g) "Project" mean a project of public works that is subject to s. 66.0903 or 103.49.

(2) SUBSTANCE ABUSE PROHIBITED. No employee may use, possess, attempt to possess, distribute, deliver, or be under the influence of a drug, or use or be under the influence of alcohol, while performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project. An employee is considered to be under the influence of alcohol for purposes of this subsection if he or she has an alcohol concentration that is equal to or greater than the amount specified in s. 885.235 (1g) (d).

(3) SUBSTANCE ABUSE PREVENTION PROGRAMS REQUIRED. (a) Before an employer may commence work on a project, the employer shall have in place a written program for the prevention of substance abuse among its employees. At a minimum, the program shall include all of the following:

1. A prohibition against the actions or conditions specified in sub. (2).

2. A requirement that employees performing the work described in s. 66.0903 (4) or 103.49 (2m) on a project submit to random, reasonable suspicion, and post-accident drug and alcohol testing and to drug and alcohol

* Section 991.11, WISCONSIN STATUTES 2003-04: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication as designated" by the secretary of state [the date of publication may not be more than 10 working days after the date of enactment].

testing before commencing work on a project, except that testing of an employee before commencing work on a project is not required if the employee has been participating in a random testing program during the 90 days preceding the date on which the employee commenced work on the project.

3. A procedure for notifying an employee who violates sub. (2), who tests positive for the presence of a drug in his or her system, or who refuses to submit to drug or alcohol testing as required under the program that the employee may not perform work on a project until he or she meets the conditions specified in sub. (4) (b) 1. and 2.

(b) Each employer shall be responsible for the cost of developing, implementing, and enforcing its substance abuse prevention program, including the cost of drug and alcohol testing of its employees under the program. The contracting agency is not responsible for that cost, for the cost of any medical review of a test result, or for any rehabilitation provided to an employee.

(4) EMPLOYEE ACCESS TO PROJECT. (a) No employer may permit an employee who violates sub. (2), who tests positive for the presence of a drug in his or her system, or who refuses to submit to drug or alcohol testing as required under the employer's substance abuse prevention program under sub. (3) to perform work on a project until he or she meets the conditions specified in par. (b) 1. and 2. An employer shall immediately remove an employee from work on a project if any of the following occurs:

1. The employee violates sub. (2), tests positive for the presence of a drug in his or her system, or refuses to submit to drug or alcohol testing as required under the employer's substance abuse prevention program.

2. An officer or employee of the contracting agency has a reasonable suspicion that the employee is in violation of sub. (2) and requests the employer to immediately remove the employee from work on the project.

(b) An employee who is barred or removed from work on a project under par. (a) may commence or return to work on the project upon his or her employer providing to the contracting agency documentation showing all of the following:

1. That the employee has tested negative for the presence of drugs in his or her system and is not under the influence of alcohol as described in sub. (2).

2. That the employee has been approved to commence or return to work on the project in accordance with the employer's substance abuse prevention program.

(c) Testing for the presence of drugs or alcohol in an employee's system and the handling of test specimens shall be conducted in accordance with guidelines for laboratory testing procedures and chain-of-custody procedures established by the substance abuse and mental health services administration of the federal department of health and human services.

(5) LOCAL ORDINANCES; STRICT CONFORMITY REQUIRED. A local governmental unit, as defined in s. 66.0903 (1) (d), may enact an ordinance regulating the conduct regulated under this section only if the ordinance strictly conforms to this section.

SECTION 2. Initial applicability.

(1) This act first applies to a contract to perform work on a project, as defined in section 103.503 (1) (g) of the statutes, as created by this act, for which bids are opened on the effective date of this subsection or, if bids are not solicited for the contract, to a contract to perform such work entered into on the effective date of this subsection, except that this This act first applies to an employee who is affected by a collective bargaining agreement that contains provisions inconsistent with this act on the day on which the collective bargaining agreement expires or is extended, modified, or renewed, whichever occurs first.

SECTION 3. Effective date.

(1) This act takes effect on the first day of the 13th month beginning after publication.

NOTICE TO CONTRACTORS

PLEASE NOTE: Effective December 28, 2005, the City of Milwaukee adopted an ordinance relative to the disclosure of participation in or profits derived from slavery by contractors. All contractors awarded a contract on behalf of the City of Milwaukee, whether or not subject to a competitive bid, shall complete an affidavit prior to entering into the contract verifying that the contractor has searched any and all records of the company or any predecessor company regarding records of investments or profits from slavery or slaveholder insurance policies during the slavery era. The names of any enslaved persons or slaveholders described in those records must be disclosed in the affidavit.

The City shall make the information contained in the affidavit available to the public. Any contract between the City and a contractor which fails to provide the requisite affidavit or which includes material false information on such affidavit shall be rendered null and void. To reference Milwaukee Code of Ordinances 310-14, please see:

<http://cc-codeweb.milwaukee.gov/code/volume3/ch310.pdf>

CITY OF MILWAUKEE - DEPARTMENT OF PUBLIC WORKS
AFFIDAVIT OF COMPLIANCE
DISCLOSURE OF PARTICIPATION IN OR PROFITS DERIVED
FROM SLAVERY BY CONTRACTORS

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

This affidavit of compliance will be the contractor's sworn statement that publicly discloses any slavery policies sold by any companies, or profits from slavery by industries or their predecessors who are doing business with the City of Milwaukee as defined in the Milwaukee Code of Ordinances 310-14.

Please check one:

_____ This business **was not** in existence prior to 1865.

_____ This business **was** in existence prior to 1865. I have searched any and all records for records of investments or profits from slavery and have found no such records.

_____ This business **was** in existence prior to 1865. I have searched any and all records for records of investments or profits from slavery and am disclosing the findings on the attached pages.

I hereby declare that all statements are true, accurate and complete as of the date furnished to the City of Milwaukee.

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

Subscribed to before me this _____ day of _____, 20____

NOTARY PUBLIC _____ County, _____ State

SIGNATURE: _____

(Seal)

PRINT NAME: _____

My commission expires: _____

Ref: slaverydisclosureaffidavit

CITY OF MILWAUKEE
NOTICE OF DISPUTE WITH INVOICE

TO: Department of Public Works
Frank P. Zeidler Municipal Building
841 North Broadway, Room 506
Milwaukee, WI 53202

We hereby provide notice of a dispute concerning the following recently received invoice:

<u>INVOICE NO.</u>	<u>DATE</u>	<u>AMOUNT</u>	<u>RELATED TO CONTRACT NO.</u>
_____	___/___/___	_____	_____

NATURE OF DISPUTE: _____

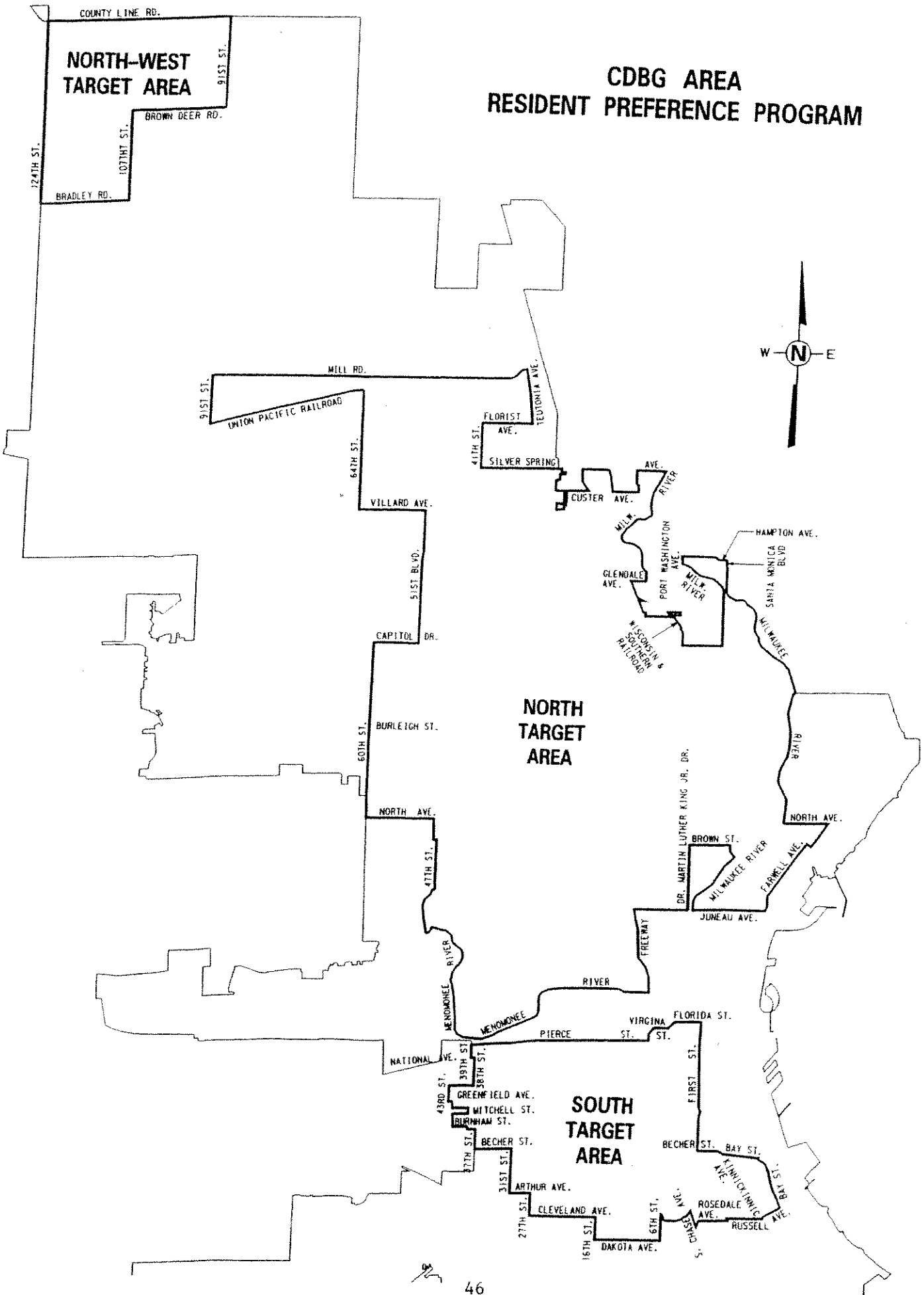
SIGNED: _____ TELEPHONE: _____
COMPANY: _____ DATE: ___/___/___
ADDRESS: _____ PHONE: _____

For Office Use Only: COPY 1: DIVISION COPY 2: DPW ADMINISTRATION
COPY 3: RETAINED BY CONTRACTOR

RESOLUTION: _____

DATE DISPUTE RESOLVED: ___/___/___ AMOUNT DUE: _____
RESOLUTION SUBMITTED BY: _____
DIVISION: _____

CDBG AREA RESIDENT PREFERENCE PROGRAM



Department of Public Works

City of Milwaukee

Emerging Business Enterprise

Annual Report

October 2006

EMERGING BUSINESS ENTERPRISE PROGRAM 2006 REPORT

The Department of Public Works requires Emerging Business Enterprise participation in almost all of its formal public works contracts. The rare exceptions are those projects where certified EBE firms are not available for the particular work involved. An example of such a project is the recent contract to replace internally sealed joints of a feeder water main. In this instance, all potential bidders were from out of the state, and the work was highly specialized and limited to one operation. Opportunities such as traffic control and erosion control were not available.

DPW always makes every effort to average more than 18% EBE participation overall for its contract work. This occurs despite the fact that there are a limited number of contracts every year that have either no EBE requirement or a requirement of less than the standard 18%. We do that by maximizing EBE opportunities on those contracts where EBE firms are available. Many of DPW's formal contracts carry EBE requirements of 25% or higher. The average EBE requirements for the last three years were as follows:

2005	18.5 (updated from last year's report)
2006	20.7%
2007	20.6% (as of August of 2007 contracts)

Included in this report are spread sheets for 2006 contracts. The highlighted column lists the EBE requirement for each.

A new comparison will be presented this year. This comparison will be made by the EBE office where the Required EBE percentages and Actual EBE percentages are compared on those 2006 contracts which are closed out. This "apples to apples" comparison will offer a more direct assessment of the performance of each contractor. Typically the EBE office provides a running analysis of EBE performance which is valuable in terms of evaluating the overall compliance in the program but does not offer a direct relationship of required vs. actual within the same time frame.

Not all contractors actually achieve the level of EBE participation established in their contracts. Since last year's report, of all the closed contracts (2005), six had EBE shortfall. In all cases, the shortfalls were because the work in the field changed from original expectations as the project progressed. Virtually all sewer or water main relay contracts require pavement restoration. Typically this type of work is performed by EBE firms. Some of these relay projects precede a paving project. If the timing is such that the paving contract is occurring immediately after the underground work, then restoration is no longer needed.

As a result, less or no pavement is restored and the opportunity for an EBE is eliminated. Contractors cannot be held accountable for shortfalls that are beyond their control. In another instance, the prime contractor could not find any EBE firms to perform any work on his project. The EBE office was consulted to help us find any EBE firms to introduce to the prime and none were found.

So far, none of the 2006 closed contracts have any shortfalls in EBE participation. However, should there be any in future contracts and the contractor cannot offer a reasonable explanation why, DPW will issue a warning if the shortfall is a first time offense. Subsequent offenses can be cause for debarment.

DPW's formal contracting accounts for the vast majority of the Department's contract expenditures. In 2006, DPW has awarded around \$58,710,429.12 in formal contracts vs. \$3,034,282 in professional service contracts. Our EBE program management and enforcement has always been very diligent for these formal contracts, and as of 2005, a new procedure has been set in place to address service and informal contracts. Attached hereto is an example of the Department's monthly EBE summary report. The report can be found on the DPW web site contracts page (www.mpw.net). They are also regularly provided to the EBE office. As shown, the August report shows a breakdown of the formal and informal contracts. As shown, DPW has exceeded its mandate of at least 18% EBE overall participation in all of its contracts.

Service contracts within all DPW Divisions show a lower rate of EBE participation at 9%. The calculation of this percentage value does not take into consideration money spent to pay utility bills or other municipalities for service provided to the City. In these instances, an EBE opportunity is not possible. There is a consideration to change the way this is calculated for the 2007 report by dividing the expenditure to two categories. One would include all service orders where any potential EBE participation is possible and the other would include routine utility bills and other few ones such as municipality's invoices. We feel that this will better reflect the performance of DPW in this area.

2006 Summary

2006 BID OPENINGS										
O.N. #	PROJ	DIV.	TYPE	PROJECT	EFF	RS	APPR	BID DATE	AMOUNT	ESTIMATE
2	1	INF	Crackfilling	Citywide	20.0	25		2/22/2006	\$111,977.58	\$115,279.87
3	1	INF	Sealcoating	Citywide	0.0	0		2/22/2006	\$228,568.27	\$196,238.57
4	1	INF	Asphalt resurfacing	N. 124th Street	20.0	25	1	3/2/2006	\$291,871.27	\$264,032.00
5	1	WTR	Water main relays	W. Thurston Avenue	28.0	25	1	1/11/2006	\$288,802.50	\$275,000.00
6	1	INF	Bicycle racks	Citywide	0.0	0		3/15/2006	\$82.82/rack	\$175/rack
7	1	INF	Sewer relays & lining	N. 73rd Street	28.0	25	1	1/4/2006	\$402,013.00	\$536,000.00
8	1	INF	Sewer relay	Miller Brewery ease.	13.0	25	1	1/12/2005	\$1,661,930.00	\$2,880,000.00
8	2	INF	Sewer relay & lining	W. Walker Street	12.0	25	1	1/12/2005	\$739,777.95	\$1,061,000.00
9	1	INF	Paving	N. 12th St. (Josey Hts)	18.0	25	1	3/17/2006	\$546,490.45	\$527,748.65
10	1	INF	Paving	S. 15th Place	18.0	25	1	3/6/2006	\$121,385.27	\$135,919.10
11	1	INF	Asphalt paving	N. 25th Street	18.0	25	1	3/13/2006	\$150,389.80	\$158,659.65
13	1	INF	Paving	W. Brown Deer Road	18.0	25		10/18/2006	\$198,076.00	\$186,111.00
14	1	INF	Paving	S. Delaware Street	18.0	25	1	3/31/2006	\$390,524.07	\$437,641.45
15	1	INF	Asphalt paving	N. 85th Street	18.0	25	1	3/22/2006	\$297,380.82	\$341,415.05
16	1	INF	Alley paving	N. Bartlett Ave.	18.0	25	1	3/27/2006	\$177,262.50	\$192,943.70
17	1	INF	Combined sewer relay	W. Highland Avenue	22.0	25	1	1/31/2006	\$1,128,529.50	\$1,295,000.00
17	2	INF	Sewer relay & lining	N. 27th Street	6.0	25	1	1/31/2006	\$2,590,975.50	\$3,608,000.00
18	1	WTR	Water main relays	S. Delaware Street	21.0	25	1	2/14/2006	\$361,516.50	\$467,000.00
19	1	WTR	Water main relays	W. Cherry Street	26.0	25	1	2/16/2006	\$365,515.50	\$380,000.00
20	1	INF	Combined sewer relay	N. 39th Street	20.0	25	1	3/30/2006	\$579,760.00	\$840,000.00
20	2	INF	Sewer relay & lining	S. 4th Street	15.0	25	1	3/30/2006	\$333,647.00	\$446,000.00
21	1	INF	Sewer lining & relay	W. Lloyd Street	20.0	25	1	02/17/06	\$223,618.40	\$316,000.00
22	1	WTR	Sewer & water relays	N. 1st Street	20.0	25	1	02/28/06	\$399,164.50	\$474,000.00
23	1	INF	Paving	S. 33rd Court	18.0	25		05/15/06	\$316,259.12	\$284,433.70
24	1	INF	Sewer & water relays	S. 9th Street	18.0	25	1	03/03/06	\$455,718.00	\$735,000.00
24	2	INF	New sewer & water	W. County Line Road	19.0	25	1	03/03/06	\$65,498.00	\$81,000.00
24	3	INF	Combined sewer relay	W. Walnut Street	21.0	25	1	03/03/06	\$438,195.40	\$813,000.00
25	1	B&F	Carpeting	Muni Building	4.0	25		02/17/06	\$25,875.00	\$27,000.00
26	1	WTR	Water main relays	N. 27th Street	26.0	25	1	03/14/06	\$481,685.00	\$497,000.00
27	1	INF	Reversible lanes	Canal Street	18.0	0		03/10/06	\$382,374.90	\$420,957.38
28	1	INF	Sidewalk replacement	W. Bradley Road	20.0	25	1	03/29/06	\$378,850.93	\$394,960.50

2006 Summary

29	1	B&F	Vehicle lifts	Central Repair Garage	0.0	0		03/16/06	2	\$25,558.00	\$32,000.00
30	1	WTR	Water main relays	W. St. Paul Avenue	24.0	25	1	03/24/06	4	\$267,517.00	\$302,000.00
31	1	WTR	Water main relays	S. 31st Street	26.0	25	1	04/12/06	4	\$553,563.65	\$632,000.00
32	1	INF	Paving	N. 64th Street	18.0	25	1	05/16/06	6	\$196,201.90	\$189,275.80
33	1	INF	Paving	S. 52nd Street	18.0	25		05/22/06	4	\$185,988.34	\$216,154.10
Emergency Work		INF	Bridge repair	Wisconsin Avenue	0.0	0		04/03/06	1	\$73,700.00	n/a
34	1	WTR	Relays	N. Tucker Place	26.0	25	1	04/25/06	3	\$578,005.00	\$575,000.00
35	1	INF	Sewer relays & lining	S. Clement Avenue	15.0	25	1	04/26/06	4	\$1,102,633.70	\$1,180,000.00
35	2	INF	Sanitary sewer relay	N. 66th Street	21.0	25	1	04/26/06	3	\$301,413.80	\$334,000.00
36	1	INF	Sewer relays	W. Lloyd Street	25.0	25	1	04/21/06	4	\$420,274.00	\$548,000.00
37	1	INF	Manhole inspections	Citywide	10.0	25		04/27/06	3	\$207,692.00	\$270,000.00
38	1	INF	Paving	W. Walnut Street	18.0	25		06/16/06	3	\$414,242.35	\$472,120.35
39	1	B&F	Building alterations	Police property facility	18.0	25	1	04/28/06	1	\$91,537.00	\$187,500.00
40	1	INF	Paving	S. 29th Street	18.0	25		06/29/06	4	\$178,644.70	\$158,214.88
41	1	INF	Alley paving	N. 1st Street	18.0	25		06/26/06	4	\$155,950.32	\$145,238.20
42	1	INF	Sewer relay & lining	W. Morgan Avenue	21.0	25	1	05/03/06	1	\$1,165,656.30	\$677,000.00
43	1	WTR	Water main relays	S. 14th Street	28.0	25	1	05/10/06	5	\$363,943.00	\$376,000.00
44	1	B&F	Waterproofing	1000 N. Wtr. Pking.	5.0	25		05/31/06	6	\$238,330.25	\$348,000.00
46	1	B&F	Testing & repair services	Fire systems - various	18.0	5		05/04/06	0	No bids	\$35,000.00
47	1	B&F	6th floor remodel - line up	Police Admin Bldg.	18.0	25	1	05/17/06	2	\$121,900.00	\$85,000.00
48	1	B&F	6th floor remodel - vice	Police Admin Bldg.	18.0	25	1	05/17/06	2	\$188,500.00	\$316,661.00
49	1	INF	Storm sewer lining	S. 39th Street	12.0	25	1	05/18/06	5	\$2,002,505.00	\$2,606,000.00
50	1	WTR	Relays	N. 87th Street	30.0	25	1	05/23/06	2	\$549,339.50	\$604,000.00
51	1	WTR	This is a professional service contract								
53	1	INF	Paving	N. 46th Street	18.0	25		07/17/06	4	\$230,741.19	\$245,736.90
54	1	INF	Paving	N. 66th Street	18.0	25		06/30/06	7	\$77,156.15	\$100,980.00
55	1	INF	Combined sewer relay	W. Brown Street	10.0	25	1	05/30/06	3	\$4,932,272.00	\$4,159,000.00
55	2	INF	Combined sewer relay	W. Galena Street	12.0	25	1	05/30/06	3	\$406,613.00	\$634,000.00
56	1	B&F	Asbestos removal	Police Admin Bldg.	18.0	25	1	05/25/06	3	\$118,750.00	\$200,000.00
57	1	WTR	Pump rehab	W. Cleveland @ S. 46	12.0	25	1	05/26/06	1	\$489,602.00	\$326,000.00
58	1	B&F	This is a professional service contract								
60	1	INF	Streetscaping	W. Wisconsin Avenue	12.0	0		07/14/06	3	\$4,401,447.75	\$4,910,492.00
61	1	B&F	Play area reconstruction	3rd & Uncas Playlot	20.0	25		05/26/06	1	\$21,890.00	\$19,900.00
62	1	B&F	Reroofing	4th & Highland Pking	18.0	25		05/25/06	2	\$108,036.00	\$105,000.00
63	1	INF	Sanitary sewer relay	S. Clement Avenue	18.0	25	1	06/02/06	2	\$228,918.00	\$400,000.00
64	1	B&F	Tennis ct. reconstruct.	Riverside Park	20.0	25		06/05/06	1	\$158,993.00	\$101,990.00
65	1	B&F	Tennis ct. fencing	Riverside Park	20.0	25		06/05/06	1	\$49,930.00	\$43,900.00

2006 Summary

66	1	INF	Sewer relays	W. Dakota Street	27.0	25	1	06/09/06	4	\$376,623.00	\$612,000.00
69	1	B&F	Playground reconstruct.	Lewis playfield	15.0	25		06/12/06	1	\$82,083.00	\$77,900.00
70	1	B&F	Fencing	Lewis playfield	18.0	25		06/12/06	1	\$9,520.00	\$5,500.00
71	1	WTR	Water main relays	W. Crawford Avenue	22.0	25	1	06/21/06	4	\$550,573.43	\$635,000.00
72	1	INF	Pump rehab	W. Cleveland Avenue	12.0	25	1	06/16/06	1	\$377,014.00	\$266,000.00
73	1	WTR	Water main relays	W. Eggert Place	25.0	25	1	06/28/06	4	\$560,585.00	\$575,000.00
74	1	Admin	Painting upper lobby	MacArthur Square	18.0	25		07/18/06	3	\$92,990.00	\$124,680.00
75	1	FOR	Median sprinkler system	S. 20th Street	18.0	25		07/05/06	3	\$97,400.00	\$350,000.00
76	1	B&F	Storm sewer repair	MacArthur Square	18.0	25		06/27/06	0	No bidders	
77	1	B&F	Systems upgrades	Central Repair Garage	20.0	25	4	07/06/06	2	\$2,820,900.00	\$3,800,000.00
78	1	WTR	Park development	Kilbourn Reservoir	22.0	25		08/31/06	2	\$2,087,486.83	\$2,500,000.00
79	1	INF	Combined sewer relay	S. 17th Street	22.0	25	1	07/11/06	4	\$422,013.00	\$601,000.00
80	1	INF	Combined sewer relay	S. 25th Street	10.0	25	1	07/05/06	4	\$235,395.50	\$299,000.00
80	2	INF	San. Sewer relay & lining	W. Morgan Avenue	20.0	25	1	07/05/06	2	\$971,157.00	\$675,000.00
82	1	INF	Dpsl catch basin debris	Citywide	7.0	25		07/19/06	1	Non responsive	
83	1	B&F	Tennis court grading	Riverside Park	20.0	25		07/07/06	2	\$209,486.00	\$125,000.00
83	2	B&F	Tennis court landscaping	Riverside Park	20.0	25		07/07/06	2	\$41,983.00	\$33,700.00
83	3	B&F	Tennis court sewer work	Riverside Park	20.0	25		07/07/06	0	No bidders	\$22,000.00
83	4	B&F	Tennis court fencing	Riverside Park	20.0	25		07/07/06	1	\$52,220.00	\$32,500.00
84	1	Admin	Pking structure mangmnt	4 dwntrn structures	5.0	25		09/14/06	4	\$74,834.06	\$74,834.06
85	1	INF	Concrete paving	S. 14th Street	18.0	25		09/11/06	4	\$128,362.45	\$113,545.75
86	1	B&F	Vehicle lifts	Central Repair Garage	0.0	0		07/20/06	3	\$29,500.00	\$32,000.00
87	1	B&F	Check fire systems	Various City sites	18.0	5		07/20/06	3	\$17,900.00	\$35,000.00
88	1	INF	Park development	Erie Street Plaza	20.0	25	1	09/29/06	1	\$1,236,366.25	\$532,098.57
89	1	INF	Alley paving	S. Austin Street	18.0	25		10/06/06	5	\$143,534.15	\$122,518.80
90	1	INF	Paving	S. 18th Street	18.0	25		09/19/06	2	\$294,720.86	\$286,699.11
91	1	WTR	Water main relays	S. 43rd Street	25.0	25	1	08/03/06	4	\$457,538.00	\$482,000.00
92	1	B&F	Asbestos removal	Police Admin Bldg.	18.0	25		07/27/06	3	\$5,520.00	\$50,000.00
93	1	INF	Sewer relay & lining	N. 18th Street	8.0	25	1	08/07/06	1	\$206,564.50	\$353,000.00
93	2	INF	Sewer relay & lining	W. Burleigh Street	7.0	25	1	08/07/06	1	\$176,331.00	\$363,000.00
94	1	B&F	Park reconstruction	Kilbourn Park	15.0	25		08/04/06	1	\$88,905.00	\$86,000.00
95	1	INF	Porous asphalt pavement	Ward St. muni lot	8.0	25		08/09/06	1	\$106,713.00	\$100,000.00
97	1	OP	This is a professional service contract								
98	1	WTR	Asbestos removal	Kilbourn Reservoir	18.0	25		08/14/06	4	\$39,650.00	\$37,000.00
99	1	B&F	Testing - fire systems	Various City sites	0.0	0		08/14/06	1	\$77,150.00	\$125,000.00
101	1	INF	Sewer relay & lining	E. Greenwich Avenue	12.0	25		08/29/06	2	\$231,441.75	\$290,000.00
102	1	INF	Drain disconnections	Northlawn housing	20.0	25	1	09/01/06	0		

2006 Summary

103	1	INF	Sewer exams	Citywide	5.0	25		09/14/06	2	\$114,020.95	\$150,000.00
104	1	WTR	Water main relays	W. Tripoli Avenue	25.0	25	1	08/30/06	4	\$679,090.00	\$705,000.00
105	1	INF	Catholic protection	Becher Street bridge	20.0	25		08/28/06	1	\$65,200.00	\$70,000.00
106	1	B&F	Floor covering	PAB, 6th floor	20.0	0		08/23/06	2	\$34,373.26	\$30,000.00
107	1	B&F	Furnishings	PAB, 6th floor	20.0	0		08/23/06	4	\$156,984.87	\$175,000.00
108	1	INF	Dpsl catch basin debris	Citywide	0.0	0		08/24/06	1	\$305,710.00	\$300,000.00
109	1	INF	Combined sewer relay	N. 24th Street	18.0	25	1	09/12/06	4	\$389,745.50	\$505,000.00
110	1	WTR	Water main relays	E. Brown Street	22.0	25	1	09/15/06	3	\$331,553.15	\$342,000.00
111	1	INF	Conduit relocation	16th St. viaduct	18.0	25		10/05/06		Project cancelled. Work to be done	
112	1	B&F	Ped ramp replacement	MacArthur Square	18.0	25	1	09/14/06	2	\$246,760.00	\$275,000.00
138	1	INF	Combined sewer relay	N. 1st Street	20.0	25	1	09/21/06	3	\$301,244.00	\$327,000.00
139	1	B&F	This is a professional service contract								
140	1	B&F	This is a professional service contract								
141	1	B&F	This is a professional service contract								
142	1	INF	Drain disconnections	Northlawn housing	20.0	25	1	09/20/06	2	\$554,770.00	\$370,000.00
145	1	WTR	Water main alterations	S. 56th Street	13.0	25	1	10/13/06	3	\$400,856.00	\$240,000.00
146	1	WTR	Water main alterations	W. Capitol Drive	23.0	25	1	10/04/06	4	\$98,096.00	\$104,000.00
147	1	WTR	Rebuild pump	Riverside Pump Station	10.0	25		11/09/06	2	\$390,000.00	\$335,000.00
148	1	Admin	This is a professional service contract								
149	1	INF	Pump rehab	N. 72nd Street	10.0	25		10/05/06	5	\$168,332.00	\$200,000.00
150	1	B&F	Play area reconstruction	Douglas Ave. play lot	18.0	25		10/03/06	1	\$29,600.00	\$28,600.00
150	2	B&F	Play area fencing	Douglas Ave. play lot	18.0	25		10/03/06	1	\$18,980.00	\$14,600.00
151	1	B&F	Roof replacement	809 Building	18.0	25	1	10/09/06	4	\$178,879.00	\$275,000.00
152	1	INF	Manhole rehab	Various City locations	22.0	25	1	10/11/06	7	\$1,101,178.00	\$1,300,000.00
154	1	INF	Sewer relay & lining	S. 37th Street	21.0	25	1	10/24/06	8	\$132,309.00	\$281,000.00
154	2	INF	Sewer relay & lining	S. 5th Street	14.0	25	1	10/24/06	5	\$417,088.65	\$541,000.00
155	1	INF	Sewer relay & lining	E. Ivanhoe Place	21.0	25	1	10/27/06	10	\$205,908.00	\$317,000.00
155	2	INF	Sewer relay & lining	W. Villard Avenue	15.0	25	1	10/27/06	4	\$286,120.00	\$383,000.00
156	1	B&F	Play area reconstruction	45th & Keefe play lot	15.0	25		10/24/06	1	\$28,801.00	\$29,560.00
157	1	WTR	Water main relays	S. 13th St.	25.0	25	1	00/09/06	5	\$602,622.50	\$785,000.00
158	1	B&F	Vehicle wash equipment	Tower site	18.0	25	1	11/03/06	0		\$300,000.00
159	1	WTR	Replace flouride tank lining	Linnwood Water Plant	0.0	0		11/28/06	0		\$85,000.00
160	1	WTR	Replace sodium hypocho	Howard Ave. Plant	20.0	25		12/06/06	3	\$43,000.00	\$60,000.00
161	1	WTR	Window replacement	Howard Ave. Plant	20.0	25		12/07/06	2	\$115,950.00	\$90,000.00
162	1	INF	Sewer relay & lining	W. Kilbourn Ave.	25.0	25	1	11/21/06	8	\$182,906.68	\$231,000.00
162	2	INF	Storm sewer lining	S. 35th St.	5.0	25		11/21/06	4	\$172,226.00	\$329,000.00
163	1	INF	Bicycle racks	Various City locations	0.0	0		12/20/06	5	\$62,705.00	\$63,000.00

2006 Summary

164	1	B&F	Elevator maintenance	various parking structur	0.0	0	11/29/06	1	\$31,920.00	\$27,000.00
165	1	B&F	Vehicle wash equipment	DPW building N. 35th	18.0	25	12/12/06	0		\$80,000.00
166	1	INF	Storm sewer lining	N. Sherman Blvd	10.0	25	12/14/06	4	\$214,385.00	\$719,000.00
170	1	INF	Sewer & water relays	W. Lisbon Ave.	20.0	25	01/04/07	8	\$356,749.50	\$596,000.00
170	2	INF	Sewer relay & lining	E. Nock St.	10.0	25	01/04/07	8	\$894,663.10	\$1,711,000.00
173	1	INF	Sewer relay & bypass	N. 27th Street	18.0	25	01/11/07	6	\$214,201.00	\$203,000.00
175	1	INF	Sewer	Valley Industrial Center	18.0	25	12/21/06	7	\$1,532,776.55	\$3,202,500.00
177	1	WTR	Imprinting & mailing serv	City of Milwaukee	0.0	0	01/22/07	1	\$494,725.00	\$0.00
178	1	WTR	Water main relays	S. 3rd St.	15.0	25	01/12/07	5	\$112,461.00	\$135,000.00
					16.5					
			Total amount awarded and total amount estimated						\$58,710,429.12	\$69,654,740.14
PROFESSIONAL SERVICE CONTRACTS										
	1	B&F	Replace elec. substa.	Police Admin. Bldg.	15.0	0	01/24/06	5	\$37,400.00	
	2	B&F	Artwork	Tower Field Facilities	0.0	0	01/13/06	3	\$50,000.00	
	3	WTR	Park construction plans	Kilbourn Reservoir	18.0	0	01/03/06	2	\$264,144.00	
	4	B&F	EBE/PPP Monitor	City Hall Restoration	100.0	0	sole source	1	\$150,000.00	
	5	WTR	Electrical reliability	Water Works facilities	18.0	0	12/05/05	3	\$244,000.00	
	6	Admin	Construction drawings	Erie Street Plaza	0.0	0	sole source	1	\$96,872.00	
	7	B&F	Cost monitoring	City Hall Restoration	44.0	0	07/15/05	4	\$508,655.00	
51	1	WTR	Control room calibration	Various wtr locations	18.0	0	sole source	1	\$175,000.00	
58	1	B&F	Fuel mangmnt system	Various City sites	18.0	0	07/06/06			
97	1	OP	Recycling promotion	Citywide	18.0	0	08/25/06			
139	1	B&F	Exterior bldg inspec, etc.	Various City buildings	18.0	0	09/27/06	3		
140	1	B&F	Mech. Systems design	Various City buildings	18.0	0	09/27/06	8		
140	1	B&F	Mech. Systems design	Various City buildings	18.0	0	09/27/06	8		
140	1	B&F	Mech. Systems design	Various City buildings	18.0	0	09/27/06	8		
141	1	B&F	Architectural services	Various City buildings	18.0	0	09/27/06			
141	1	B&F	Architectural services	Various City buildings	18.0	0	09/27/06			
141	1	B&F	Architectural services	Various City buildings	18.0	0	09/27/06			
148	1	Admin	Multispace pking meters	Downtown	18.0	0	10/27/06	6	\$1,362,458.00	
		INF	Intersection modification	N. Teutonia Ave.	9.0	0	service agreement	1	\$145,753.18	
AVERAGE					18.5	24.7				

DEPARTMENT OF PUBLIC WORKS

EBE REPORT FOR FORMAL CONTRACTS

SEPTEMBER

2007

MONTHLY

YEAR TO DATE

BUREAU	FORMAL CONTRACTS					FORMAL CONTRACTS		
	YEAR	TOTAL DOLLARS	EBE DOLLARS	EBE %		TOTAL DOLLARS	EBE DOLLARS	EBE %
INFR	2006	\$1,270,230	\$210,323	16.6%		\$30,402,179	\$4,433,243	14.6%
	2007	\$1,633,382	\$217,337	13.3%		\$26,896,171	\$5,597,513	20.8%
OPERATIONS	2006	\$264,110	\$246,760	93.4%		\$4,305,716	\$1,190,990	27.7%
	2007	\$438,218	\$211,200	48.2%		\$2,534,802	\$679,119	26.8%
WATER	2006	\$396,130	\$84,587	21.4%		\$8,985,826	\$2,228,098	24.8%
	2007	\$307,641	\$46,401	15.1%		\$8,254,657	\$1,801,242	21.8%
ADMIN	2006	\$0	\$0	0.0%		\$331,320	\$62,615	18.9%
	2007	\$0	\$0	0.0%		\$420,467	\$229,633	54.6%
FORMAL CONTS TOTAL	2006	\$1,930,470	\$541,670	28.1%		\$44,025,041	\$7,914,946	18.0%
	2007	\$2,379,241	\$474,938	20.0%		\$38,106,097	\$8,307,507	21.8%
PROF.SERV. CONTS TOTAL	2006	\$0	\$0	0.0%		\$1,575,571	\$530,454	33.7%
	2007	\$357,997	\$8,499	2.4%		\$2,530,208	\$418,555	16.5%
SERVICE ORDERS	2006	\$313,591	\$37,274	11.9%		\$1,248,102	\$216,142	17.3%
	2007	\$465,105	\$58,193	12.5%		\$4,196,952	\$392,346	9.3%
DPW TOTAL	2006	\$2,244,061	\$578,944	25.8%		\$46,848,714	\$8,661,542	18.5%
	2007	\$3,202,343	\$541,630	16.9%		\$44,833,258	\$9,118,408	20.3%