

# Dane County Contract Addendum Cover Sheet

Revised 06/2021

Res 310  
Significant

BAF # 22004  
Acct: DRS  
Mgr: INGRILLI  
Budget Y/N: N

<b>Contract #</b> Admin will assign	<b>13825S</b>
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<b>Dept./Division</b>	Human Services /EAWS	<b>Vendor Name</b>	Star Protection and Patrol LLC
<b>Brief Addendum Title/Description</b>	The term of the Security Guard services at the Job Center is extended through 12/31/2022 at an additional cost of up to \$100k. The hourly rate is increased to \$19.10 per hour. A second guard needs to be funded at the Job Center.	<b>Vendor MUNIS #</b>	29505
		<b>Addendum Term</b>	1/1/2022 - 12/31/2022
		<b>Amount (\$)</b>	\$ 100,000.00

Department Contact Information		Vendor Contact Information	
<b>Contact</b>	Spring Larson, Contract Coordination Assistant	<b>Contact</b>	Zachary Taft
<b>Phone #</b>	608-242-6391	<b>Phone #</b>	920-461-5862
<b>Email</b>	dcdhscontracts@countyofdane.com	<b>Email</b>	ztaft@starprotection.us
<b>Purchasing Officer</b>			

Purchase Order – Maintenance or New PO					
<input type="checkbox"/>	<b>PO Maintenance Needed PO#</b>	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	
<input type="checkbox"/>	<b>No PO Maintenance Needed – this addendum does not change the dollar amount of the contract.</b>				
<input type="checkbox"/>	<b>New PO / Req. Submitted Req#</b>	<b>Org:</b> 60000	<b>Obj:</b> 30509	<b>Proj:</b>	\$ 100,000.00
	261	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Total Contracted Amount – List the Original contract info, then subsequent addenda including this new addendum					
A resolution is required when the total contracted amount first exceeds \$100,000.  Additional resolutions are then required whenever the sum(s) of any additional addenda exceed(s) \$100,000	<b>Addendum #</b>	<b>Term</b>	<b>Amount</b>	<b>Resolution</b>	
	Original	11/1/2019 - 8/31/2020	\$ 53,000.00	<input checked="" type="checkbox"/> None	Res#
	J	9/1/2020 - 8/31/2021	\$ 56,000.00	<input checked="" type="checkbox"/> None	Res#
	P	9/1/2021 - 12/1/2021	\$ 20,000.00	<input checked="" type="checkbox"/> None	Res#
	S	1/1/2022 - 12/31/2022	\$ 100,000.00	<input type="checkbox"/> None	Res# 2021 RES-310
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
<b>Total Contracted Amount</b>			<b>\$ 229,000.00</b>		

Contract Language Pre-Approval – prior to internal routing, this contract has been reviewed/approved by:		
<input type="checkbox"/> Corporation Counsel:	<input type="checkbox"/> Risk Management:	<input type="checkbox"/> No Pre-Approval

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessner</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	<i>David Gault</i>

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 1/5/22	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Tuesday, January 11, 2022 2:23 PM  
**To:** Hicklin, Charles; Rogan, Megan; Gault, David; Lowndes, Daniel  
**Cc:** Stavn, Stephanie; Oby, Joe  
**Subject:** Contract #13825S  
**Attachments:** 13825S.pdf

<b>Tracking:</b>	<b>Recipient</b>	<b>Read</b>	<b>Response</b>
	Hicklin, Charles	Read: 1/12/2022 9:23 AM	Approve: 1/12/2022 9:23 AM
	Rogan, Megan	Read: 1/11/2022 2:55 PM	Approve: 1/11/2022 2:55 PM
	Gault, David	Read: 1/11/2022 2:46 PM	Approve: 1/11/2022 2:47 PM
	Lowndes, Daniel	Read: 1/11/2022 2:40 PM	Approve: 1/11/2022 2:41 PM
	Stavn, Stephanie	Read: 1/11/2022 2:54 PM	
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #13825S  
Department: Human Services  
Vendor: Star Protection & Patrol LLC  
Contract Description: Security Guard Services at the Job Center (Res 310)  
Contract Term: 1/1/22 – 12/31/22  
Contract Amount: \$100,000.00

### *Michelle Goldade*

Administrative Manager  
Dane County Department of Administration  
Room 425, City-County Building  
210 Martin Luther King, Jr. Boulevard  
Madison, WI 53703  
PH: 608/266-4941  
Fax: 608/266-4425  
TDD: Call WI Relay 711

Please Note: I currently have a modified work schedule...I am in the office Mondays and Wednesdays and working remotely Tuesdays, Thursdays and Fridays in accordance with COVID 19 response guidelines.

1  
2  
3 **2021 RES-310**

4 **AUTHORIZING CONTRACT AMENDMENT TO STAR PROTECTION AND PATROL LLC**  
5 **DCDHS – EAWS DIVISON**

6  
7 Due to the COVID-19 Pandemic there is a need to provide social distancing resources and one  
8 way entry and exit points to individuals seeking services at the Job Center in order to maintain  
9 COVID-19 safety protocols. Dane County Department of Human Services (DCDHS) Economic  
10 Assistance and Work Division (EAWS) has contracted with Star Protection and Patrol LLC to  
11 provide a second guard at the Job Center to help to provide security while offering these  
12 services.

13  
14 The county previously contracted with Star Protection and Patrol LLC at a yearly cost of  
15 \$53,385. In order to meet current security needs, the county has contracted with Star  
16 Protection and Patrol LLC at an additional yearly cost of \$46,615 to provide a second security  
17 guard at the Job Center to support COVID-19 safety protocols. The need for the additional  
18 guard will be evaluated monthly and will continue as needed.  
19

20 **NOW, THEREFORE, BE IT RESOLVED** that the contract with Star Protection and Patrol LLC  
21 be amended and that the County Executive and County Clerk are hereby authorized and  
22 directed to sign the agreement on behalf of Dane County, and that the Controller is authorized  
23 to make payments related to the execution of the amendment.  
24

<u>Vendor</u>	<u>Amendment Amount</u>
Star Protection and Patrol LLC	\$100,000



# DANE COUNTY CONTRACT

ADDENDUM # 13825S

Revised 12/2021

**THIS ADDENDUM**, made and entered into effective as of the date by which both parties hereto have executed this document, by and between the County of Dane (hereinafter referred to as "County") and Star Protection and Patrol, LLC (hereinafter, "Provider").

## WITNESSETH:

**WHEREAS** Provider and County, by a separate document (hereinafter, the "Master Agreement"), Dane County Contract # 13825, have previously entered into a contractual relationship pursuant to which Provider provides Security Guard Services at the Job Center, and

**WHEREAS** County and Provider wish to amend the Master Agreement in order to extend the term of the contract.

**NOW, THEREFORE**, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is hereby acknowledged by each party for itself, the parties do agree as follows:

1. The Master Agreement shall remain in full force and effect unchanged in any manner by this addendum except as changes are expressly set forth herein. This addendum shall control only to the extent of any conflict between the terms of the Master Agreement and this addendum.
2. The Master Agreement, and any amendment or addendum to it, may be executed and transmitted to any other party by legible facsimile reproduction or by scanned legible electronic PDF copy, and utilized in all respects as, an original, wet-inked manually executed document. Further, the Master Agreement and any amendment or addendum thereto, may be stored and reproduced by each party electronically, photographically, by photocopy or other similar process, and each party may at its option destroy any original document so reproduced. All parties hereto stipulate that any such legible reproduction shall be admissible in evidence as the original itself in any judicial, arbitration or administrative proceeding whether or not the original is in existence and whether or not such reproduction was made by each party in the regular course of business. This term does not apply to the service of notices under the Master Agreement, or any subsequent amendment or addendum.
3. The term of the Security Guard services at the Job Center is extended through December 31, 2022 at an additional cost of up to \$100,000.
4. The hourly rate for this term is increased to \$19.10 per hour.
5. A second guard may be requested as needed. COUNTY reserves the right to cancel second guard at any time with 30 days' notice to PROVIDER.

