

Dane County Contract Cover Sheet

Revised 01/2022

Res 040

Dept./Division	Sheriff's Office Field Services Division		
Vendor Name	WI Department of Justice	MUNIS #	2155
Brief Contract Title/Description	Authorizing acceptance of grant funding to support reimbursement of overtime hours conducting heroin/opiate law enforcement investigations.		
Contract Term	1/1/2022 - 12/31/2022		
Contract Amount	\$10,000		

Contract # Admin will assign	14762
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Lillian Radivojevich	Name	Brian Okeefe
Phone #	(608) 284-4801	Phone #	(608)266-1671
Email	radivojevich@danesheriff.com	Email	dci@doj.state.wi.us
Purchasing Officer	Pete Patten		

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$40,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$40,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$40,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$40,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org: SHRFFLD	Obj: 10054	Proj:	\$ 5,000.00
	Year	Org: SHRFFLD	Obj: 30924	Proj:	\$ 5,000.00
		Org: SHRFFLD	Obj: 81568	Proj:	\$ 10,000.00

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.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	040
	<input type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL	
Dept. Head / Authorized Designee	
Nygaard, Christopher	Digitally signed by Nygaard, Christopher Date: 2022.05.18 15:31:26 -05'00'

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 5/18/22	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, May 23, 2022 10:03 AM
To: Hicklin, Charles; Gault, David; Lowndes, Daniel; Rogan, Megan
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #14762
Attachments: 14762.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 5/23/2022 10:11 AM	Approve: 5/23/2022 10:11 AM
	Gault, David	Read: 5/23/2022 10:06 AM	Approve: 5/23/2022 10:07 AM
	Lowndes, Daniel	Read: 5/23/2022 10:31 AM	Approve: 5/23/2022 11:41 AM
	Rogan, Megan	Read: 5/23/2022 10:07 AM	Approve: 5/23/2022 10:07 AM
	Stavn, Stephanie	Read: 5/23/2022 2:44 PM	
	Oby, Joe		

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

Contract #14762

Department: Sheriff Department

Vendor: WI Dept of Justice

Contract Description: Accept grant funding to support reimbursement of OT hours conducting heroin/opiate law enforcement investigations (Res 040)

Contract Term: 1/1/22 – 12/31/22

Contract Amount: \$10,000.00

Thanks much,
Michelle

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 am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

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2
3 **2022 RES-040**

4 **AUTHORIZING ACCEPTANCE OF WISCONSIN DEPARTMENT OF JUSTICE, 2022 COPS**
5 **OFFICE, ANTI-HEROIN TASK FORCE GRANT**

6 The Wisconsin Department of Justice (WDOJ) has awarded the Dane County Narcotics
7 Task Force (DCNTF) a COPS Office Anti-Heroin Grant totaling \$10,000 to be utilized in
8 calendar year 2022. This grant funding will support overtime expenses associated with the
9 development and investigation of narcotics cases that target the illicit trafficking of
10 heroin/opiates.

11
12 Members of the Dane County Task Force are comprised of deputies, officers, detectives,
13 clerical staff and supervisors from the Madison Police Department, Dane County Sheriff's
14 Office, and the University of Wisconsin, Madison, Police Department. Grant funding will
15 reimburse Task Force salary overtime hourly costs only, HIDTA Grant funding will reimburse
16 benefit costs incurred as part of this grant.

17 .
18 **NOW, THEREFORE, BE IT RESOLVED** that the Sheriff's Office is hereby authorized to
19 accept \$10,000 from WDOJ and the County Executive is authorized to execute the COPS Grant
20 Memorandum of Understanding; and

21
22 **BE IT FURTHER RESOLVED** \$10,000 is appropriated as additional revenue in the
23 Sheriff's Office Field Services Division account line, DCNTF Heroin Initiative Rev (SHRFFLD
24 81568), and is credited to the General Fund:

25
26 **BE IT FURTHER RESOLVED** that \$10,000 is transferred from the General Fund to the
27 following account lines as follows:

28	Overtime – DCNTF Heroin Initiative (SHRFFLD 10054)	\$5,000
29	DCNTF Heroin Initiative Exp (SHRFFLD 30924)	\$5,000

30
31
32 **BE IT FINALLY RESOLVED** that grant funds not expended as of December 31, 2022
33 be carried forward until fully expended.



COPS Grants MEMORANDUM OF UNDERSTANDING

Through the COPS Anti-Heroin, the Wisconsin Department of Justice, Division of Criminal Investigation (DCI) will, as funds allow, provide reimbursement to each participating County/Task Force/Agency for overtime expenses associated with the development and investigation of narcotics cases that target the illicit trafficking of heroin/opiates (Anti-Heroin Grant). As a condition of receiving funds and other benefits under this program, the undersigned hereby agrees:

1. To appoint a COPS Grant Agency Coordinator, who will be assigned to administer the COPS Grants within the jurisdiction accepting the funds;
2. To compile and report information as required by the COPS Grant on a monthly basis;
 - a. Must utilize ACISS as the investigative case management system if available; if ACISS is unavailable, to provide copies of case investigative reports for heroin/opiate related investigations; and, through this reporting, the number of Cases Opened, Search Warrants Obtained, and Heroin/Opiate Arrests generated, in addition to other statistics, will be provided;
 - b. To provide related investigative telephone communication records from telephone downloads, call detail records, pen registers/trap and traces, or other records from service providers (Facebook, e-mail, etc.) to the WSIC for entry into the Penlink database;
3. To comply with the guidelines of the COPS Grants as prescribed and outlined in the COPS Grants Owner's Manuals and view materials provided by DCI;
4. To meet the established reporting and overtime reimbursement request deadlines;
5. To use grant funding for personnel overtime expenses associated with an investigation focused on the illicit trafficking of heroin/opiates.
 - a. The money is designated ONLY for reimbursement of overtime expenses related to these kinds of narcotics investigations, and must be tracked separately from any existing federal or state grand funded overtime or additional local agency funding. Overtime Reimbursement Forms must be submitted to the appropriate email address no later than 15 days after the end of the month during which the expense was incurred.
Submit Anti-Heroin Overtime Reimbursement Forms to HeroinGrant@doj.state.wi.us
 - b. The total overtime payments for an individual officer for a 12-month period in the federal fiscal year 2022, including ALL federal sources (i.e. OCDETF, HIDTA, Byrne JAG, CEASE, COPS Grants) are not to exceed 25% of the current Federal salary rate in effect at the time the overtime was performed. This amount is \$19,372 as of 4/2022.
6. **Dane County** _____ has been allotted the following funds to be utilized in calendar year 2022.

Anti-Heroin Grant: Anti-Methamphetamine Grant:

Agency Coordinator

Title/Name: Lt. Kipp Hartman
 Email: khartman@cityofmadison.com
 Office Phone: 608-242-2301
 Address: 211 S Carroll St. Madison WI. 53703

Agency Approval

Agency Head Signature: _____
 Print Title & Name: _____

COPS Grant Approval

Approved By: _____
 Print Title & Name: WI DOJ Deputy Attorney General Eric J. Wilson

Submit via Email

Revised 04/2022