

# Dane County Contract Addendum Cover Sheet

Res 306

Revised 06/2021

<b>Contract #</b> Admin will assign	<b>14284B</b>
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<b>Dept./Division</b>	LWRD/Parks	<b>Vendor Name</b>	Rooted WI Inc.
<b>Brief Addendum Title/Description</b>	Contract extension with Rooted to provide community garden services at Anderson Farm Co Park. The original contract was with Extension.	<b>Vendor MUNIS #</b>	24837
		<b>Addendum Term</b>	through 12-31-24
		<b>Amount (\$)</b>	\$ 25,000.00

Department Contact Information		Vendor Contact Information	
<b>Contact</b>	Joleen Stinson	<b>Contact</b>	Marcia Caton Campbell
<b>Phone #</b>	608.422.0657	<b>Phone #</b>	608.240.0409
<b>Email</b>	stinson.joleen@countyofdane.com	<b>Email</b>	marcia@rootedwi.org
<b>Purchasing Officer</b>	Pete Patten		

Purchase Order – Maintenance or New PO					
<input type="checkbox"/>	<b>PO Maintenance Needed PO#</b>	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</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 checked="" type="checkbox"/>	<b>New PO / Req. Submitted Req#</b>	<b>Org:</b> LWRPKOP	<b>Obj:</b> 20635	<b>Proj:</b>	
	1243	<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					
<p>A resolution is required when the total contracted amount first exceeds \$100,000.</p> <p>Additional resolutions are then required whenever the sum(s) of any additional addenda exceed(s) \$100,000</p>	<b>Addendum #</b>	<b>Term</b>	<b>Amount</b>	<b>Resolution</b>	
	Original	through 12-31-22	\$ 50,000.00	<input type="checkbox"/> None	Res#
	Addendum #1	through 12-31-23	\$ 25,000.00	<input type="checkbox"/> None	Res#
	Addendum #2	through 12-31-24	\$ 25,000.00	<input checked="" type="checkbox"/> None	Res# 2023 RES-306
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
<b>Total Contracted Amount</b>			<b>\$ 100,000.00</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	
Hicklin, Laura	Digitally signed by Hicklin, Laura Date: 2024.02.20 12:58:19 -06'00'

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

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 2/20/24	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Wednesday, February 21, 2024 10:06 AM  
**To:** Hicklin, Charles; Patten (Purchasing), Peter; Gault, David  
**Cc:** Stavn, Stephanie; Oby, Joe  
**Subject:** Contract #14284B  
**Attachments:** 14284B.pdf

<b>Tracking:</b>	<b>Recipient</b>	<b>Read</b>	<b>Response</b>
	Hicklin, Charles		
	Patten (Purchasing), Peter		
	Gault, David	Read: 2/21/2024 2:37 PM	Approve: 2/21/2024 2:38 PM
	Stavn, Stephanie	Read: 2/21/2024 10:31 AM	
	Oby, Joe		

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

Contract #14284B  
Department: Land & Water Resources  
Vendor: Rooted Inc.  
Contract Description: Provide Community Garden services at Anderson Farm County Park (Res 306)  
Contract Term: 2/1/24 – 12/31/24  
Contract Amount: \$25,000

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. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

## Goldade, Michelle

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**From:** Hicklin, Charles  
**Sent:** Wednesday, February 21, 2024 1:14 PM  
**To:** Goldade, Michelle  
**Subject:** Approve: Contract #14284B

## Goldade, Michelle

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**From:** Patten (Purchasing), Peter  
**Sent:** Wednesday, February 21, 2024 1:15 PM  
**To:** Goldade, Michelle  
**Subject:** Approve: Contract #14284B

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**2023 RES-306**

**AUTHORIZING ADDENDUM TO PURCHASE OF SERVICES AGREEMENT  
WITH ROOTED INC FOR 2024 PLANNING AND IMPLEMENTATION OF GARDENS  
AT ANDERSON FARM COUNTY PARK**

Dane County Extension first entered into a Purchase of Service Agreement in 2021 with Rooted Inc. for planning and implementation of community and market gardens at Anderson Farm County Park. The initiative improves land access and create economic opportunity for underserved populations lacking prospects for stable land tenure and integration in the local food system. This project is part of the agricultural vision for the park as outlined in the Anderson Farm County Park Master Plan adopted in 2013.

Dane County Parks would like continue this arrangement for the 2024 growing season for \$25,000. Funds are currently available in the 2024 Parks Division budget.

**NOW, THEREFORE, BE IT RESOLVED** that an Addendum 2 to Purchase of Services Agreement #14284 be awarded to Rooted Inc. in the amount of \$25,000 with a completion date of December 31, 2024.

**BE IT FINALLY RESOLVED** that the County Executive and the County Clerk be authorized to sign the Contract Addendum.



## DANE COUNTY CONTRACT

### ADDENDUM # 14284-B

**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 Rooted, Inc. (hereinafter, “Provider”).

#### WITNESSETH:

**WHEREAS** Provider and County, by a separate document (hereinafter, the “Master Agreement”), Dane County Contract # 14284, have previously entered into a contractual relationship pursuant to which Provider shall continue the development and implementation of the plan for community and market gardens at Anderson Farm County Park to improve land access and create economic opportunity for underserved populations lacking prospects for stable land tenure and integration in the local food system, and

**WHEREAS** County and Provider wish to amend the Master Agreement in order to extend the term of the contract and to incorporate the Parkland Use Permit as Schedule D.

**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 contract is extended through 12/31/2024 to continue the development and implementation of the plan for community and market gardens at Anderson Farm County Park, at an additional cost of \$25,000. The provider shall be paid in one lump sum of \$25,000 upon receipt of an invoice in 2024.
4. Schedule C shall be amended that the PROVIDER will submit an annual final written report summarizing progress towards performance indicators as outlined in the Schedule A to Dane County Parks no later than December 1, 2024.
5. During the original term of the Master Agreement, Dane County Parks granted the Provider a separate parkland use permit for the sole purpose of establishing, operating and maintaining garden plots for the planting and harvesting of vegetables at Anderson Farm County Park. The terms of the Parkland Use Permit are hereinafter incorporated as Schedule D.

**IN WITNESS WHEREOF**, the parties, by their respective authorized representatives, have set their hands and seals as of the dates set forth below.

**FOR PROVIDER:**

 <hr style="border: 0.5px solid black;"/> Ginny Hughes Interim Co-Executive Director, Rooted, Inc.	1/10/2024 <hr style="border: 0.5px solid black;"/> Date
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 <a href="#">Hedi Rudd (Jan 10, 2024 11:31 CST)</a> <hr style="border: 0.5px solid black;"/> Hedi Rudd Interim Co-Executive Director, Rooted, Inc.	Jan 10, 2024 <hr style="border: 0.5px solid black;"/> Date
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**FOR COUNTY:**

<hr style="border: 0.5px solid black;"/> Joseph T. Parisi Dane County Executive	<hr style="border: 0.5px solid black;"/> Date
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**SCHEDULE D**  
**Parkland Use Permit**

This permit is for the sole purpose of establishing, operating and maintaining garden plots for the planting and harvesting of vegetables at Anderson Farm County Park on approximately twentyfive (25) acres at Anderson Farm County Park in the Town of Oregon, Dane County, Wisconsin. The 25-acre site is depicted on a map on the following page.

This Parkland Use Permit shall be in effect until December 31, 2024.

It is understood and agreed by COUNTY and PROVIDER that this permit is subject to the following conditions:

1. PROVIDER shall conduct the permitted activity for the sole purpose set forth above. Row cropping is prohibited.
2. COUNTY may terminate this permit by written notice if the continued use of the property by PROVIDER will interfere with present or future management objectives of the COUNTY for the above described area or if PROVIDER breaches any term or condition contained in this permit or the Master Agreement.
3. PROVIDER shall not install, affix or maintain any structure or other personal property on the subject property without COUNTY'S written consent.
4. PROVIDER shall lease a garden plot for the Anderson Park Friends, Inc at no charge to the Friends for the sole purpose of planting and harvesting of vegetables for local food pantries.
5. If the PROVIDER dissolves or no longer has the capacity to conduct the permitted activities, PROVIDER shall submit a detailed exit plan to COUNTY for review and approval. Said exit language shall address but is not limited to, timeline for termination, coordination and communication with grower tenants and restoration the site to its original condition. COUNTY's approval shall not be unreasonably withheld.

**Anderson Farm County Park  
Parkland Use Permit**

25 acre garden site

2024 growing season

