

Dane County Contract Cover Sheet

Dept./Division	LWRD/Parks
Vendor Name	Town of Westport
Vendor MUNIS #	8033
Brief Contract Title/Description	To finalize design drawings, specifications, permits and bidding documents for construction of a off-road bike/pedestrian trail along CTH M.
Contract Term	8-8-18 to 12-31-19
Total Contract Amount	\$ 34,900

Contract # <small>Admin will assign</small>	12629B
Addendum	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Grant
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input checked="" type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Other

Purchasing Authority	<input type="checkbox"/> \$10,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$10,000 – \$36,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$36,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$36,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$36,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Org Code	LEWSLUNY	Obj Code	57944	Amount	\$ 34,900
Req #	2477	Org Code	Obj Code		Amount	\$
Year	2015	Org Code	Obj Code		Amount	\$



Resolution	A resolution is required if the contract exceeds \$100,000 (\$40,000 Public Works). A copy of the Resolution must be attached to the contract cover sheet.		
	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works) – a resolution is not required.		
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Res #
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		Year
			180 2018

Contract Review/Approvals				
Initials	Dept.	Date In	Date Out	Comments
MG	Received by DOA	8/14/18		
CU	Controller		8/20/18	
Coc	Purchasing	8/20/18	8/20/18	
	Corporation Counsel	8/20/18	8/20/18	
rl	Risk Management	8/20/18	8/22/18	
	County Executive			

Dane County Dept. Contact Info		Vendor Contact Info	
Name	Janet Crary	Name	Town of Westport-Tom Wilson
Phone #	224-3757	Phone #	608-849-4372
Email	crary@countyofdane.com	Email	twilson@townofwestport.org
Address	5201 Fen Oak Dr., Room 208 Madison, WI 53718	Address	5387 Mary Lake Rd. Waunakee, WI 53597

Certification: The attached contract is a:	
<input checked="" type="checkbox"/>	Dane County Contract <u>without</u> any modifications.
<input type="checkbox"/>	Dane County Contract <u>with</u> modifications. The modifications have been reviewed by:
<input type="checkbox"/>	Non-standard contract.

Contract Cover Sheet Signature

Department Approval of Contract		
Dept. Head / Authorized Designee	Signature	Date
		8/14/18
	Printed Name	
		

Contracts Exceeding \$100,000

Major Contracts Review – DCO Sect. 25.11(3)

Director of Administration	Signature	Date
	Comments	
Corporation Counsel	Signature	Date
	Comments	



DANE COUNTY CONTRACT ADDENDUM

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 Town of Westport (hereinafter, "Provider").

WITNESSETH:

WHEREAS Provider and County, by a separate document (hereinafter, the "Master Agreement"), Dane County Contract # 12629, have previously entered into a contractual relationship pursuant to which Provider a contractual relationship pursuant to which Provider agreed to provide planning and design services for a segment of the North Mendota Trail, and

WHEREAS County and Provider wish to amend the Master Agreement in order to extend the term of the contract to December 31, 2019 and for the Provider to finalize design drawings, specifications, permits and bidding documents for construction of an off-road bicycle and pedestrian trail along CTH M from Woodland Dr. to Northshore Bay Dr. as listed in attached exhibit A.

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 term of the contract is extended through December 31, 2019 to continue the program for another two years, at an additional cost of \$34,900.

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:

TOWN OF WESTPORT
By: Sharon M. Wilson
Town Attorney / Administrator / Clerk-Treas.

8/8/18
Date Signed

FOR COUNTY:

Joseph T. Parisi, Dane County Executive

Date Signed



DANE COUNTY CONTRACT ADDENDUM

EXHIBIT A

Project Information

Project Name: 2018 County Highway M (CTH M) Path

Services Description: Provide design drawings, specifications, and Bidding Documents for construction of an off-road boardwalk path along CTH M from Woodland Drive to Northshore Bay Drive.

Scope of Services

PROVIDER will provide the following services to COUNTY:

1. Attend a kickoff meeting with COUNTY, including Dane County Parks staff to discuss the project and gather background information. Attend up to two meetings in addition to the kickoff meeting to discuss aspects of the project with COUNTY and/or other stakeholders.
2. Prepare hydrologic report on Sixmile Creek for establishing bridge low steel elevation and span requirements. Evaluate required compensatory storage volume.
3. Make minor adjustments to existing drawings previously prepared by PROVIDER dated November 2017 for alignment and grade if necessary. Provide signage drawings for path.
4. Consult with boardwalk and bridge vendors to obtain drawings and specifications for inclusion in the project specifications.
5. Prepare specifications for construction of a manufactured sectional boardwalk system with pad foundations. Prepare specifications for asphalt or concrete path construction for short segments of asphalt path to transition from boardwalk to existing roadways.
6. Prepare construction permit applications for Wisconsin Department of Natural Resources (WDNR) (Chapter 30, Bridge Permit), United States Army Corps of Engineer, Dane County Water Resources, and Dane County Highway Department.
7. Meet with WDNR parks authority to discuss a permanent easement across their lands over location of path. Prepare legal description and map of the easement for COUNTY's use in obtaining the easement.



DANE COUNTY CONTRACT ADDENDUM

If-Authorized Services

If authorized by COUNTY, PROVIDER will provide the following services:

1. Prepare Bidding Documents for a 2018 or 2019 public bid using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2013 edition, technical specifications, and engineering drawings.
2. Attend bid opening and tabulate and analyze bid results

Compensation

COUNTY shall compensate PROVIDER for **Scope of Services** under this Task Order on an hourly rate basis plus expenses an estimated fee of \$29,700.

COUNTY shall compensate PROVIDER for **If-Authorized Services** under this Task Order on an hourly rate basis plus expenses an estimated fee of \$5,200.

The entire scope of work outlined in this addendum, including both hourly rate and expenses, shall not exceed \$34,900.

Schedule

Services will begin upon execution of this addendum, which is anticipated on August 10, 2018. Services are scheduled for completion on December 31, 2018.

COUNTY's Responsibilities

In addition to those found in Contract #12629, COUNTY shall be responsible for the following:

1. Negotiate and obtain an executed easement from WDNR where path traverses WDNR park lands.
2. Pay all fees required for permits.
3. Prepare any applications for supplemental funding and manage the collection of the funding.