

Dane County Contract Addendum Cover Sheet

Revised 03/2025

Res 028

BAF # 26158
 Acct: Breunig
 Mgr: Wills
 Budget Y/N: N

Contract # Admin will assign	15372B
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Dept./Division	Human Services / PEI	Vendor Name	Urban Triage
Brief Addendum Title/Description	Second Amendment to Urban Triage lease to extend lease with term ending 12/31/2026.	Vendor MUNIS #	31296
		Addendum Term	4/1/2026 - 12/31/2026
		Amount (\$)	\$ 1.00

Department Contact Information		Vendor Contact Information	
Contact	Contract Coordination Assistant	Contact	Brandi Grayson
Phone #	608-242-6200	Phone #	608-520-0741
Email	dcdhscontracts@danecounty.gov	Email	bgrayson@urbantriage.org
Purchasing Officer			

Purchase Order – Maintenance or New PO					
<input type="checkbox"/>	PO Maintenance Needed PO#	Org:	Obj:	Proj:	
<input type="checkbox"/>	No PO Maintenance Needed – this addendum does not change the dollar amount of the contract.				
<input type="checkbox"/>	New PO / Req. Submitted Req#	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

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	Addendum #	Term	Amount	Resolution	
	Original	4/1/2024 - 3/31/2026	\$ 2.00	<input type="checkbox"/> None	Res#
	A	4/1/2025 - 3/31/2026	\$ 0.00	<input type="checkbox"/> None	Res#
	B	4/1/2026 - 12/31/2026	\$ 1.00	<input type="checkbox"/> None	Res# 028
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
Total Contracted Amount			\$ 3.00		

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


APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
	SHR 5.14.26

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 5/19/26	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, May 21, 2026 10:50 AM
To: Hicklin, Charles; Rogan, Megan; Cotillier, Joshua
Cc: Oby, Joe
Subject: Contract #15372B
Attachments: 15372B.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 5/21/2026 3:27 PM	Approve: 5/21/2026 3:28 PM
	Rogan, Megan	Read: 5/21/2026 11:12 AM	Approve: 5/21/2026 11:12 AM
	Cotillier, Joshua	Read: 5/21/2026 12:22 PM	Approve: 5/21/2026 12:24 PM
	Oby, Joe		

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

Contract #15372B

Department: Human Services

Vendor: Urban Triage

Contract Description: Addendum to Lease for 1738 Roth Street, Madison (Res 028)

Contract Term: 4/1/26 – 12/31/26

Contract Amount: \$--

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.

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2
3 **2026 RES-028**

4 **APPROVAL OF SECOND LEASE AMENDMENT TO 1738 ROTH STREET**
5 **DCDHS – PEI DIVISION**

6 Dane County Department of Human Services' (DCDHS) Prevention and Early
7 Intervention Services Division (PEI) awarded a contract to Urban Triage Incorporated to
8 provide a Transitional Living Program for emerging adults. In conjunction with the
9 contract for services, a lease was granted to Urban Triage for the building at 1738 Roth
10 Street for \$1.00 annually for a two-year term ending March 31, 2026 with an option to
11 renew. Urban Triage wishes to exercise its option to extend the lease through
12 December 31, 2026.

13
14 In addition to the term extension, this amendment adds language regarding County
15 snow removal services during the work week and amends Urban Triage staffing during
16 the day. It includes a requirement that a current contract for services be tied to the
17 lease and adds an additional security camera to the outside of the building. All other
18 remaining terms and conditions of the original lease remain in full force and effect.

19
20 NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors and
21 the Dane County Executive hereby authorize this second Lease Amendment to Urban
22 Triage Incorporated on the terms and conditions outlined above, and

23
24 BE IT FINALLY RESOLVED, that the Dane County Executive is hereby authorized to
25 execute the Lease Amendment on behalf of Dane County.

SECOND AMENDMENT TO LEASE

THIS AMENDMENT, made and entered into by and between County of Dane (hereinafter referred to as “LESSOR”) and Urban Triage Incorporated (hereinafter referred to as “LESSEE”).

W I T N E S S E T H

WHEREAS, LESSOR and LESSEE (hereinafter referred to collectively as the “Parties”) have entered into a Lease for the premises at 1738 Roth Street in the City of Madison, Wisconsin, hereinafter referred to as the “Leased Premises” and both Parties desire to amend said Lease;

AND WHEREAS, the Lease expired on March 31, 2026 and LESSEE desires to renew the lease through December 31, 2026;

THEREFORE, in consideration of the conditions and the mutual covenants set forth hereafter and in the Lease, the receipt and sufficiency of which is hereby acknowledged by each party for itself, LESSOR and LESSEE agree that the Lease shall be amended as follows:

Section 2. EXCLUSIVE USE OF LEASED PREMISES. During the term of the lease, LESSEE shall be entitled to the use of the leased premises for the purpose of providing transitional living programming, case management and support services to 5-6 adults ages 18-23 under a contract with Dane County Department of Human Services to provide said programming. LESSEE shall provide outreach, subtenant screening, intake, support services, life skills training, educational opportunities, job readiness training and housing navigation services.

Section 3. TERM. The term of this Lease shall be renewed, commencing on the first day of April, 2026 and ending on the thirty-first day of December, 2026, unless terminated sooner as provided herein.

Section 8. UTILITIES AND CERTAIN SERVICES. LESSEE shall be responsible for and furnish at its own expense all water and sewer services, electricity and gas utility services required for LESSEE’S use of the leased premises. LESSEE shall furnish at its own cost and expense all other utilities needed, except that LESSOR shall provide internet services including Wi-Fi and one dedicated telephone line. LESSEE shall promptly pay all charges therefore when due. LESSOR shall provide pest control services and lawn care services. LESSOR shall provide snow removal during business hours, Monday through Friday, 7:45 AM to 4:30 PM; and shall provide shovels and snow melt to the LESSEE for clearing of the steps and sidewalks after weekday business hours. LESSEE shall allow LESSOR viewer access to its utility accounts to monitor usage of utilities.

Section 22. SPECIAL CONDITIONS. LESSEE agrees to provide the following:

- a) LESSEE shall have staff onsite at least sixteen (16) hours per day and shall have staff available by phone twenty-four (24) hours per day to program participants.
- b) LESSEE shall screen/interview potential program participants
- c) LESSEE shall supply each participant with information regarding the program’s housing and service guidelines.

Section 31. TERMINATION BY LESSOR. Notwithstanding any language herein to the contrary, LESSOR may terminate this lease and all of its obligations thereunder in the event that:

- a) The Dane County Board of Supervisors, at any time during the term of this lease, authorizes the closing of this facility or fails to appropriate sufficient funds to LESSOR to continue to support its obligations

