

Dane County Contract Cover Sheet

Dept./Division	Land & Water Resources
Vendor Name	USDA Farm Service Agency
Vendor MUNIS #	10008
Brief Contract Title/Description	This is a lease amendment with USDA stating the basic terms of the lease for the office space at 5201 Fen Oak Drive, Madison at \$58,987.56 annually.
Contract Term	October 1, 2019 through September 30, 2034
Total Contract Amount	\$ 58,987.56 annually / \$884,813.40 for 15 yrs

Contract # <small>Admin will assign</small>	13808A
Addendum	<input 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 checked="" type="checkbox"/>	County Lessor
<input 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 – \$35,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$35,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$35,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$35,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Org Code	Obj Code	Amount	\$
Req #	Org Code	Obj Code	Amount	\$
Year	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 type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Res #	236
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	Year	2019

Domestic Partner	Does Domestic Partner Equal Benefits Requirement Apply? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Contract Review/Approvals				
Initials	Dept.	Date In	Date Out	Comments
MB	Received by DOA	9/20/19		
CU	Controller		9/25/19	
Coc	Purchasing	9/20/19	9/20/19	
	Corporation Counsel	9/25/19	9/26/19	
	Risk Management	9/25/19	9/25/19	
	County Executive			

Dane County Dept. Contact Info		Vendor Contact Info	
Name	Sharene Smith	Name	Rachel Geiselman
Phone #	244-3761	Phone #	662-4422 x162
Email	smith.sharene@countyofdane.com	Email	rachel.geiselman@wi.usda.gov
Address	5201 Fen Oak Dr., #208, Madison, 53718	Address	8030 Excelsior Dr., #100, Madison, 53717

Certification: The attached contract is a:	
<input 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 checked="" type="checkbox"/>	Non-standard contract.

Contract Cover Sheet Signature

Department Approval of Contract		
Dept. Head / Authorized Designee	Signature	Date
		11/7/11
	Printed Name	
	Laura Hicklin	

Contracts Exceeding \$100,000

Major Contracts Review – DCO Sect. 25.11(3)

Director of Administration	Signature	Date
	Comments	
Corporation Counsel	Signature	Date
	Comments	

2019 RES-236

AUTHORIZING LEASE WITH USDA FARM SERVICE AGENCY AT LYMAN
ANDERSON AGRICULTURAL & CONSERVATION CENTER

The Land & Water Resources department and United State Department of Agriculture (USDA) offices have worked closely with one another and have been co-located for over 60 years, currently at the Lyman F. Anderson Agriculture and Conservation Center. The county and the agricultural constituencies benefit from having these agencies co-located.

USDA's lease for approximately 3270 square feet of space expired in 2018 and has been operating under a supplemental lease extension until a new lease could be negotiated. USDA proposed a new lease at a rental rate of \$13.75 per square foot or \$58,987.56 annually for 15 years beginning October 1, 2019 through September 30, 2034. The new lease includes an addition 1020 square feet that is occupied by Natural Resources Conservation Service that was not in the previous lease.

NOW, THEREFORE, BE IT RESOLVED that the County of Dane does hereby approve and authorize the above-described lease, and

BE IT FURTHER RESOLVED that the Dane County Clerk and the County Executive are hereby authorized to execute the new lease and terminate the supplemental lease with USDA.

13808A

	LEASE AMENDMENT NUMBER: 1
	LEASE NUMBER: 55025-WI-DANE-2018
LEASE AMENDMENT	ADDRESS OF LEASE PREMISES: 5201 FEN OAK DRIVE MADISON, WI 53718

THIS AGREEMENT, made and entered into this date by and between Dane County

whose address is: **210 MLK Jr. Blvd, Suite 114, Madison, WI 53703-3342**

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to establish Beneficial Occupancy. .

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is executed as of October 1, 2019, as follows:

1. **TO HAVE AND TO HOLD** the said premises with their appurtenances for a term of **15 years, with 3 years Firm**, beginning on **October 1, 2019 through September 30, 2034**.
2. Beneficial Occupancy Date, Lease Term Commencement Date, and Rent Commencement Date are October 1, 2019.
3. The Rentable Square Footage (RSF) is 4,290; the ANSI/BOMA Square Footage is 3,676.
4. Effective October 1, 2019 the Government shall pay the Lessor annual rent of \$58,987.56 (rounded) or \$4,916.63 (rounded) per month, paid in arrears. The fully serviced, fixed annual rental rate represents \$13.75/RSF for 4,290 RSF of General-Purpose Office Space. The following components make up the rental rate: Building Shell Rent - \$6.14/RSF and Operating Costs - \$7.61/RSF.

This Lease Amendment contains 1 page.
All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

Signature: _____
Name: JOSEPH T. PARISI
Title: DANE COUNTY EXECUTIVE
Entity Name: DANE COUNTY
Date: _____

Signature: _____
Name: _____
Title: Lease Contracting Officer
United States Department of Agriculture
Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
Name: _____
Title: _____
Date: _____