

Dane County Contract Cover Sheet

RES 322
Significant

Dept./Division	Clerk of Courts	Contract # <small>Admin will assign</small>	13558B
Vendor Name	Wisconsin Law Library	Addendum	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Vendor MUNIS #	8893	Type of Contract	
Brief Contract Title/Description	To provide law library in Dane County.	<input checked="" type="checkbox"/>	Dane County Contract
Contract Term	01/01/2021 – 12/31/2021	<input type="checkbox"/>	Grant
Total Contract Amount	\$ 131,327	<input type="checkbox"/>	County Lessee
		<input 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"/> \$11,000 or under – Best Judgment (1 quote required)					
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)					
	<input checked="" type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)					RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)					
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)					
	<input type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other					

MUNIS Req.	Org Code	COC CRTSP	Obj Code	31958	Amount	\$ 104,927
Req #	Org Code	SHRFSEC	Obj Code	21292	Amount	\$ 26,400
Year 2021	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 #	322
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.					Year	2020

Contract Review/Approvals

Initials	Dept.	Date In	Date Out	Comments
MG	Received by DOA	1/21/21		
	Controller			approvals from all departments via email attached herein
	Purchasing			
	Corporation Counsel			
	Risk Management			
	County Executive			

Dane County Dept. Contact Info		Vendor Contact Info	
Name	Carlo Esqueda	Name	Amy Crowder
Phone #	608.266.9116	Phone #	608.261.2340
Email	Carlo.Esqueda@wicourts.gov	Email	Amy.Crowder@wicourts.gov
Address	215 S. Hamilton St, Room 1000 Madison, WI 53703	Address	120 Martin Luther King, Jr. Blvd. Madison, WI 53703

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
	Printed Name	
	Carlo Esqueda	

Contracts Exceeding \$100,000 Major Contracts Review – DCO Sect. 25.11(3)

Director of Administration	Signature	Date
	Comments	
Corporation Counsel	Signature	Date
	Comments	

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, January 21, 2021 11:01 AM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Lowndes, Daniel
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #13558B
Attachments: 13558B.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 1/21/2021 11:04 AM	Approve: 1/21/2021 11:04 AM
	Rogan, Megan	Read: 1/21/2021 11:12 AM	Approve: 1/21/2021 11:12 AM
	Gault, David	Read: 1/21/2021 11:08 AM	Approve: 1/21/2021 11:08 AM
	Lowndes, Daniel	Read: 1/21/2021 11:02 AM	Approve: 1/21/2021 11:02 AM
	Stavn, Stephanie		
	Oby, Joe		

Contract #13558B
Department: Clerk of Courts
Vendor: Wisconsin Law Library
Contract Description: Provide Law Library Services (Res 322)
Contract Term: 1/1/21 – 12/31/21
Contract Amount: \$131,327

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

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.

AWARDING CONTRACT TO THE WISCONSIN STATE LAW LIBRARY

The Dane County Legal Resource Center operates under a contract between Dane County and the Wisconsin State Law Library. The Dane County Legal Resource Center provides law services to Dane County residents and Dane County inmates.

NOW, THEREFORE, BE IT RESOLVED that the Purchase of Service agreement be awarded to the Wisconsin State Law Library for a period of January 1, 2021 through December 31, 2021, in the amount of \$131,327 to continue services contained in the contract with Wisconsin State Law Library.

BE IT FURTHER RESOLVED that the Dane County Controller is authorized to issue payment for this contract.

BE IT FURTHER RESOLVED that the County Executive is hereby authorized to sign the agreement on behalf of Dane County.

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ADDENDUM OF AGREEMENT

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 the Director of State Courts hereinafter, "Provider").

WITNESSETH:

WHEREAS Provider and County, by a separate document (hereinafter, the "Master Agreement"), Purchase of Services Agreement No. 13558, have previously entered into a contractual relationship pursuant to which Provider provides law library services to Dane County, and

WHEREAS County and Provider wish to amend the Master Agreement in order to extend the term of the contract.

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, 2021 to continue the program for library services at the cost of \$104,927. Those payments are to be made as follows upon receipt of an invoice to Shelly Maas, Chief Deputy, Clerk of Courts:

\$54,927 on or before January 15, 2021; and \$50,000 on or before May 1, 2021

3. On or before March 31, 2021, the Director shall provide the County with a written accounting as to how the funds pursuant to this paragraph are used.
4. Section 3 (K) of the contract is amended is as follows: "The County, upon receipt of an invoice to the Dane County Sheriff's Department, will reimburse the Director for up to \$26,400 for costs incurred in providing legal information services to Dane County Jail inmates. The Dane County Sheriff's Department will reimburse the Director for other costs including photocopies of legal materials at a rate consistent with the DCLL's public photocopy charges and purchasing new editions, supplements, and replacements for lost or damaged items in the Jail's circulating print collection. Any such reimbursement shall be separately accounted for and reported in accordance with paragraph 8."

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

FOR COUNTY:

Date Signed: _____

Joe Parisi, County Executive

FOR PROVIDER:Date Signed: 12/30/2020

Hon. Randy R. Koschnick, Director of State Courts