

Dane County Contract Cover Sheet

Dept./Division	Human Services
Vendor Name	Star Protection and Patrol, LLC.
Vendor MUNIS #	29505
Brief Contract Title/Description	Security Guard Services at Temporary Shelters in Madison
Contract Term	March 27, 2020-April 26, 2020
Total Contract Amount	\$ 37,500

Contract # <small>Admin will assign</small>	13825A
Addendum	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of Contract	
<input checked="" type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Grant
<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 #	119041
	<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	80000	Obj Code	36106	Amount	\$ 37,500
Req #	1350				Amount	\$
Year	2020				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 checked="" 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 #	
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.					Year	

Contract Review/Approvals				
Initials	Dept.	Date In	Date Out	Comments
<i>mg</i>	Received by DOA	3/26/20	3/20/20	
<i>ch</i>	Controller		3/26/20	approval via email
<i>mr</i>	Purchasing		3/26/20	approval via email
<i>dg</i>	Corporation Counsel		3/26/20	approval via email
<i>dl</i>	Risk Management		3/26/20	approval via email
	County Executive	3/26/20	3/30/20	

Dane County Dept. Contact Info		Vendor Contact Info	
Name	Michele Dickinson	Name	Zachary Taft
Phone #	608-242-6418	Phone #	920-309-8377
Email	dickinson.michele@countyofdane.com	Email	ztaft@starprotectionandpatrol.com
Address	1202 Northport Dr. Madison, WI 53704	Address	1222 W. South Park Ave. Oshkosh, WI 54902

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 type="checkbox"/>	Non-standard contract.

Contract Cover Sheet Signature

Department Approval of Contract		
Dept. Head / Authorized Designee	Signature	Date
	Printed Name	
	Shawn Tessman	

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, March 26, 2020 11:17 AM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Lowndes, Daniel
Cc: Stavn, Stephanie
Subject: Contract #13825A
Attachments: 13825A.pdf

Tracking:	Recipient	Response
	Hicklin, Charles	Approve: 3/26/2020 11:18 AM
	Rogan, Megan	Approve: 3/26/2020 11:20 AM
	Gault, David	
	Lowndes, Daniel	Approve: 3/26/2020 4:13 PM
	Stavn, Stephanie	

Contract #13825A
Department: Human Services
Vendor: Star Protection & Patrol LLC
Contract Description: Security Guard Services at Temporary Shelters in Madison
Contract Term: 3/27/20 – 4/26/20
Contract Amount: \$37,500

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 Assistant II
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

Goldade, Michelle

From: Gault, David
Sent: Thursday, March 26, 2020 4:13 PM
To: Goldade, Michelle
Subject: Approve: Contract #13825A



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 Star Protection and Patrol, LLC (hereinafter, "Provider").

WITNESSETH:

WHEREAS Provider and County, by a separate document (hereinafter, the "Master Agreement"), Dane County Contract #13825, have previously entered into a contractual relationship pursuant to which Provider provides Security Guard Services and

WHEREAS County and Provider wish to amend the Master Agreement in order to add temporary Security Guard services at multiple hotels and temporary shelters throughout the County.

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. **Services:**
The Level 2 Security Officers shall monitor safety/movement of displaced persons at hotel locations. Officer shall de-escalate situations if need arises and notify MPD when necessary.
3. **Schedule of Service(s)**
A Level 2 Guard shall report to each of the following locations in Madison until notified that services are no longer needed:
 1. Quality Inn
1754 Thierer Rd.
 2. Howard Johnson
3841 E. Washington Ave.



DANE COUNTY CONTRACT ADDENDUM

Temporary Schedule for all locations – Beginning March 27, 2020:

Monday	Onsite officer 6a-6a
Tuesday	Onsite officer 6a-6a
Wednesday	Onsite officer 6a-6a
Thursday	Onsite officer 6a-6a
Friday	Onsite officer 6a-6a
Saturday	Onsite officer 6a-6a
Sunday	Onsite officer 6a-6a

4. Pricing

Onsite Guard – \$25/hour per location

Overtime Rate - \$37.50/hour per location – if needed

Total estimated hours for both locations for next 30 days of service: 1440 hours

1440 hours x \$25/hour = \$36,000

Additional \$12.50/hour for maximum of 120 hours - Not to Exceed \$1500

The total amount to be added to the contract for these services is not to exceed \$37,500.

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:



3/26/2020
Date Signed

FOR COUNTY:



Joseph T. Parisi, Dane County Executive

3/30/2020
Date Signed