

Dane County Contract Cover Sheet

Res 524 Significant

Dept./Division	Human Services/EAWS
Vendor Name	State of Wisconsin, DOA
Vendor MUNIS #	3839
Brief Contract Title/Description	Lease addendum - State DOA lease at Job Center on Aberg Ave: Reducing square footage under lease from 17,067 to 11,813. Annual rent starting 3/1/20 - 2/28/21 will be \$208,270.
Contract Term	3/1/2019 - 2/28/2022
Total Contract Amount	\$ 208,270

Contract # <small>Admin will assign</small>	13619A
Addendum	<input type="checkbox"/> Yes <input checked="" 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 /Addendum Form/ N/A	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"/> Resolution is required.	Res # 2019 Year 524
	<input checked="" type="checkbox"/> Addendum Form required.	
	<input type="checkbox"/> N/A	

Domestic Partner Does Domestic Partner Equal Benefits Requirement Apply? Yes No

Contract Review/Approvals				
Initials	Dept.	Date In	Date Out	Comments
MG	Received by DOA	3/4/20		
CU	Controller		3/4/20	
AL	Purchasing		3/4/20	
NA	Corporation Counsel			See "i" below
JA	Risk Management	3/4/20	3/4/20	
	County Executive			

Dane County Dept. Contact Info		Vendor Contact Info	
Name	Spring Larson, Contract Coord. Assistant	Name	Bruce Felland
Phone #	608-242-6391	Phone #	608-261-7420
Email	Larson.spring@countyofdane.com	Email	Bruce.Felland@wisconsin.gov
Address	1202 Northport Drive, Madison WI 53704, Rm 454	Address	PO Box 7866, Madison, WI 53707

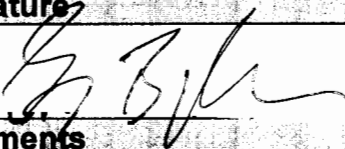
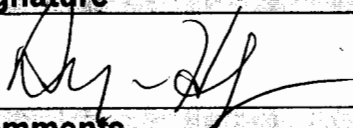
Human Services Only	a. Dane County Res. #		Approvals	Initials	Date
	b. Budget/Personnel Required	NA	g. Accountant	DX	3/3/2020
	c. Program Manager Name	Morton	h. Supervisor	CU	3-4-20
	d. Current Contract Amount	\$208,270	i. Corporation Counsel	JA	3-4-20
	e. Adjustment Amount		j. To Provider		
	f. Revised Contract Amount		k. From Provider		

Department Head Approval/Shawn Tessmann, Director

Shawn Tessmann 3/4/20

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.

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

Director of Administration	Signature	Date
		3/4/2020
	Comments	
Corporation Counsel	Signature	Date
		3-4-2020
	Comments my approval is contingent on the Risk Management Department's approval of the lease.	



Dane County
Department of Human Services

Shawn Tessmann, Director
1202 Northport Drive, Madison, WI 53704-2092

JOE PARISI
DANE COUNTY EXECUTIVE

Date: March 3, 2020

To: Joe Parisi
County Executive

From: Der Xiong
Accountant

Re: Lease Addendum

Description:

Dane County (Lessor) and State of Wisconsin, Department of Administration (Lessee) at Job Center on Averg Avenue have agreed to reduce the square footage under lease, from 17,067 to 11,813. Annual rent starting 3/1/2020 – 2/28/2021 will be \$208,270.

Initial term amount: \$208,270

2019 RES-524

**APPROVAL OF LEASE ADDENDUM TO STATE OF WISCONSIN FOR SPACE AT
JOB CENTER – DCDHS – EAWS DIVISION**

Dane County Department of Human Services and the State of Wisconsin, Department of Workforce Development (DWD) have had a mutually beneficial partnership, having collocated and operated a joint Job Center at 1801- 1821 Aberg Avenue since 1993. DWD recently signed a new lease for an additional three years, to March 1, 2022 for 17,067 square feet of office space at an initial annual rental rate of \$17.37 per square foot or \$296,453.79.

DWD has requested an addendum to the lease for 5,254 square feet of unused office space at the Job Center. The county is able to use most of this space for new employees and has agreed to reduce DWD's square footage from 17,067 to 11,813.

This addendum will commence on March 1, 2020 and will reduce the rent by \$7,605.16 per month or \$91,261.98 annually, however the lease contains a 1.5% increase per year resulting in a new rental amount of \$17,355.81 per month or \$208,269.69 annually beginning March 1, 2020. All other terms and conditions of the current lease shall remain in full force and effect.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors and the Dane County Executive hereby authorize the Lease Addendum to the State of Wisconsin on the terms and conditions outlined above, and

BE IT FINALLY RESOLVED, that the Dane County Clerk and County Executive are hereby authorized to execute the Lease Addendum on behalf of Dane County.



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
Naomi De Mers, Division Administrator

January 15, 2020

APPROVED 13619A
CORPORATION COUNSEL
M - 3-4-2020

Dane County
Attn: Sharene Smith, R.E. Coordinator
5201 Fen Oak Drive
Madison, WI 53718

Re: Lease Number 445-543 – Letter of Addendum

Dear Sharene:

This letter will serve as a Letter of Addendum to the Lease dated April 22, 2019 by and between Dane County as Lessor, and the State of Wisconsin, Department of Administration, as Lessee, which said Lease covers approximately 17,067 square feet of office space (the "Premises") in Lessor's building (the "Building") located at 1801-1821 Aberg Avenue in the City of Madison, Wisconsin; and

Whereas the Lessor and Lessee thereto wish to modify said Lease,

NOW THEREFORE, IT IS AGREED THIS 15th day of January 2020, in consideration of the mutual covenants contained herein, Lessor and Lessee agree to modify the Lease effective March 1, 2020 as follows:

1. Lessor and Lessee have agreed to reduce the square footage under lease, from 17,067 to 11,813.
2. The annual rents for the remainder of the initial lease term and renewals if exercised, shall be in accordance with the following schedules.

Initial Lease Term Rental Rate Schedule

Begin Date	End Date	Gross Rent	Monthly Rent
March 1, 2019	February 29, 2020	\$296,453.79	\$24,704.48
March 1, 2020	February 28, 2021	\$208,269.69	\$17,355.81
March 1, 2021	February 28, 2022	\$211,393.73	\$17,616.14

All other provisions of the Lease, except as otherwise expressly provided herein, shall continue to be binding upon the parties thereto and shall inure to the benefit of said parties, their respective heirs, their personal representatives, successors and assigns.

If Exercised, First Renewal Term Rental Rate Schedule

Begin Date	End Date	Gross Rent	Monthly Rent
March 1, 2022	February 28, 2023	\$214,564.64	\$17,880.39
March 1, 2023	February 29, 2024	\$217,783.11	\$18,148.59
March 1, 2024	February 28, 2025	\$221,049.85	\$18,420.82

If Exercised, Second Renewal Term Rental Rate Schedule

Begin Date	End Date	Gross Rent	Monthly Rent
March 1, 2025	February 28, 2026	\$224,365.60	\$18,697.13
March 1, 2026	February 28, 2027	\$227,731.09	\$18,977.59
March 1, 2027	February 29, 2028	\$231,147.05	\$19,262.25

Please sign and return one copy of this letter to my attention as acknowledgment of the foregoing. If you have any questions, please contact me by phone at (608) 261-7420 or by e-mail at Bruce.Felland@wisconsin.gov.

Sincerely,



Bruce Felland
Real Estate Transaction Manager
Lease Administration
Bureau of Real Estate Management

Lessor: Dane County

The foregoing is acknowledged and approved this _____ day of _____, 2020.

By: _____

Print Name & Title: JOE PARISI, County Executive

cc: Sean Quinn
File No. 445-543

SCOTT MCDONELL, County Clerk
(when applicable)

Attachment—Lessor/Tenant Contact List

JOB CENTER: 542 Madison
 ADDRESS: 1801-1821 Aberg Ave, Madison WI
 revised 12/4/2019 INSTRUCTIONS: FILL IN THE NUMBERS IN RED

BOMA Usable square footage: the occupiable area of a building
 Dedicated space: area occupied solely by a single tenant
 Common space: circulation corridors, restrooms, employee room, vending room - allocated to all partner tenants
 Job Center Shared space: group rooms, resource area - allocated to Job Center Partners
 Shared Space A, B, C, D: Shared space dedicated to all or some partner tenants
 Building core/mechanical: non-usable space such as stairways, elevators and mechanical rooms

Dedicated space =	48814.00
Common space =	8668.00
Shared Space A	1912.00
Shared Space B	3211.00
Total Usable sq. ft.=	62,605.00
Building core/mech. =	0.00
Total Gross sq.ft =	62,605.00

Total SF per Floor	
62605	first floor
0	second floor
62605	total

PARTNER	DEDICATED SPACE'	SHARED SPACE A	SHARED SPACE B (Resource Room)	Total	% of Common Space	Total Common Space	TOTAL USABLE	Total DWD
DVR**	6253	245	120	6618	12.27%	1,063.54	7681	
DET	3189	125	246	3560	6.60%	572.10	4132	11813
County	37419	1466	2694	41579	77.09%	6,682.06	48261	
FSC	1701	67	9	1777	3.29%	285.55	2062	
Opportunity Inc.	120	5	131	256	0.47%	41.07	297	
Board	132	5	10	147	0.27%	23.68	171	
Total	48814	1912	3211	53937	100%	8,668.00	62605	

Common Space	Sq.ft.	Total
Circulation corridors		6282
Common Hallway	1491	
Common Hallway	1111	
Common Hallway	1130	
Common Hallway	330	
Common Hallway	315	
Common Hallway	149	
Common Hallway	643	
Common Hallway	492	
Entrance	284	
Entrance	280	
Vestibule	67	
Restrooms		1043
Restrooms C2/C3	537	
Restrooms BO13/BO14	506	
Break rooms		1083
Break room BO11	1083	
Amenities		260
Children Area	260	
Total		8668

Shared Space A	Sq.ft.	Total
Janitor Closet CO15A	112	
Storage CO15	290	
Mail Room BO8	439	
Electrical Room BO10	220	
Mechanical Room AO19	295	
Telecom Room BO5	168	
Electrical Room BO15	134	
Data Room BO18	304	
Total		1912

Shared Space B	Sq.ft.	Total
Resource Room	3211	
Total		3211

		Adjusted Dedicated Sq.Ft.	Adjusted %	Shared Space A Sq.Ft.
SHARED SPACE A	DVR	6253	13.50%	258
	DET	3189.03891	6.88%	132
	County	34938	75.41%	1442
	FSC	1701	3.67%	70
	Opportunity Inc	119.708171	0.26%	5
	Board	132	0.28%	6
	Total	46332.7471	100.00%	1912

		Adjusted Dedicated Sq.Ft.	Adjusted %	Resource Room Shared Sq. Ft.
SHARED SPACE B (Resource Room)	DVR	NA	NA	120
	DET	3189.03891	7.96%	246
	County	34938	87.17%	2694
	Opportunity Inc	119.708171	0.30%	9
	FSC	1701	4.24%	131
	Board	132	0.33%	10
	Total	40079.7471	100.00%	3211

DEDICATED OFFICES

Cube/Office Number	Square Footage	DVR	DET/VETs	County	FSC	Board	Opportunity Inc
Video Conference Room 101							
Conference Room 102							
Storage 103							
Copier 104							
105							
106							
107							
108							
109							
110.00							
111							
112							
113							
114							
115							
116							

117	6253	6253							
118									
119									
120									
121									
Breakroom 122									
123									
D2 - C1									
D2 - C2									
D2 - C3									
D2 - C4									
D2 - C5									
D2 - C6									
D2 - C7									
D2 - C8									
D2 - C9									
D2 - C10									
Mailroom/Copier D2 - C15									
Rest Room C2/C3	537								
BC29	80		80						
BC30	55		55						
BC31	63		63						
BC32	63		63						
BC33	70								70
BC34	55		55						
BO4	106				106				
BO6	132						132		
BO7	133			133					
BO9	233			233					
Break Room BO11	1083								
BO12	158			158					
Rest Room BO13/BO14	506								
BO16	106		106						
BO17	139		139						
BO19	218		218						
CO5	106			106					
CO12	106		106						
CO13	141		141						
CO14	178			178					
C6	480			480					
C8	480			480					
C9	459				459				
C10	512			512					
C11	477			477					
C12	547		547						
C17	1136				1136				
C16A	694			694					
CC1	143		143						
CC2	62		62						
CC3	81		81						
CC4	81		81						
CC5	81		81						
CC6	81		81						
CC7	81			81					
CC8	81			81					
CC9	81		81						
CC10	81			81					
CC11	81			81					
CC12	81		81						
CC13	80		80						
CC14	60			60					
CC15	81			81					
WDA 10 CC16	60			60					
CC17	81			81					
CC18	60			60					
CC19	81			81					
CC20	60			60					
CC21	81			81					
CC22	98			98					
CC23	81			81					
Ballroom	1988			1988					
Dedicated Circulation Space County & DET suite	1826		845	930					50
Common Circulation Space	8668								
TOTAL	29626	6253	3189	7436	1701	132	120	18831	

County & DET suite	Sq.ft.	Total
Total suite sf	4396	
		4396

	Opportunity Inc	Adjusted	Adjusted	Dedicated
		Dedicated	%	Circulation
		Sq.Ft.		Space
				Sq.Ft.
	DET	70	2.72%	50
County & DET suite	County	1190	46.30%	845
Dedicated space		0	0.00%	930
		0	0.00%	
		0	0.00%	
	Total	2570	100.00%	1826

4396