

Dane County Contract Addendum Cover Sheet

Revised 03/2025

Res 048
significant

BAF # 26175
Acct: Bush
Mgr: NA
Budget Y/N: N

Contract #
Admin will assign

16361

Dept./Division	Human Services /FMS	Vendor Name	State of WI, Dept. of Children and Families
Brief Addendum Title/Description	2025 reob/deob to close out State County Child Care contract. We received extra funding to cover actual cost reported via SPARC. Funds are already in the budget.	Vendor MUNIS #	9474
		Addendum Term	1/1/2025 - 12/31/2025
		Amount (\$)	\$ 192,453.67

Department Contact Information		Vendor Contact Information	
Contact	Contract Coordination Assistant	Contact	Justine Girard
Phone #	608-242-6200	Phone #	715-930-1118
Email	dcdhscontracts@danecounty.gov	Email	Justine.Girard@wi.gov
Purchasing Officer			

Purchase Order – Maintenance or New PO					
☐	PO Maintenance Needed	Org:	Obj:	Proj:	
	PO#	Org:	Obj:	Proj:	
☒	No PO Maintenance Needed – <i>this addendum does not change the dollar amount of the contract.</i>				
☐	New PO / Req. Submitted	Org:	Obj:	Proj:	
	Req#	Org:	Obj:	Proj:	

Budget Amendment	
☐	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	1/1/2025 - 12/31/2025	\$ 1,533,350.00	☐ None	Res# 048
	A	1/1/2025 - 12/31/2025	\$ 192,453.67	☒ None	Res# 2026 RES-TBD
				☐ None	Res#
				☐ None	Res#
				☐ None	Res#
				☐ None	Res#
Total Contracted Amount			\$ 1,725,803.67		

Contract Language Pre-Approval – prior to internal routing, this contract has been reviewed/approved by:		
☐ Corporation Counsel:	☐ Risk Management:	☒ No Pre-Approval

APPROVAL
Dept. Head / Authorized Designee


APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
Slaven, Shelby Digitally signed by Slaven, Shelby Date: 2026.06.02 16:17:57 -05'00'	SHR 5.29.26

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 6/2/2026 Date Out: _____	☒ Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Tuesday, June 2, 2026 10:51 AM
To: Hicklin, Charles; Rogan, Megan; Cotillier, Joshua
Cc: Oby, Joe
Subject: Contract #16361
Attachments: 16361.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 6/3/2026 8:41 AM	Approve: 6/3/2026 8:41 AM
	Rogan, Megan	Read: 6/2/2026 11:32 AM	Approve: 6/2/2026 11:32 AM
	Cotillier, Joshua	Read: 6/2/2026 11:45 AM	Approve: 6/2/2026 11:49 AM
	Oby, Joe		

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

Contract #16361

Department: Human Services

Vendor: WI Dept of Children and Families

Contract Description: 2025 Reob/Deob to close out State County Child Care Contract – receiving extra funding (Res 048)

Contract Term: 1/1/25 – 12/31/25

Contract Amount: \$192,453.67

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.



Wisconsin Department of
Children and Families

Governor Tony Evers
Secretary Jeff Pertl
dcf.wisconsin.gov

CONTRACT AMENDMENT

by and between

Wisconsin Department of Children and Families

and

Dane County

CONTRACT NO

437002-C25-0002491-000-13

ASSISTANCE LISTING #

93.575 Child Care and Development Block Grant
(Discretionary portion)
Additional Federal Award Information

COMMODITY OR SERVICE TITLE

State County Child Care Contract

AMENDMENT DESCRIPTION

This amendment deobs/reobs funding.

CONTRACT TERM

01/01/2025 - 12/31/2025

BRO REGIONAL ADMINISTRATOR

Justine Girard - (715) 930-1118
Justine.Girard@wisconsin.gov

DCF CONTRACT ADMINISTRATOR

Abigail Widick – (920) 785-7844
Abigail.widick@wisconsin.gov

CONTRACT BILLING AND PAYMENT TERMS

SPARC expenses submitted monthly by the 28th
of the month, paid the 5th day of the following month.

CONTACT INFORMATION

Authorized Signatory
Address

Phone
CC

UEI

Dane County
Melissa Agard
1202 Northport Drive
Madison WI 53704
608-242-7463
Spring Larson
Colleen Williams
M7DYJMKQ9MH7

contracts@danecounty.gov

larson.spring@danecounty.gov
williams.colleen@danecounty.gov

By initialing here, you certify the Unique
Entity Identifier (UEI) is accurate. If you are
unsure, please confirm with your finance staff
prior to initialing.

A01

Funding Information for Grants managed thru SPARC:

Contractor: Dane County			STAR Supplier ID: 0000071906	
Commodity or Service Description	SPARC Contract Code Number	Current Award Amount	Change	Revised Award Amount
Child Care Administration	0852	\$1,247,200.00	\$190,939.63	\$1,438,139.63
Child Care Certification	0831	\$223,830.00	\$24,292.07	\$248,122.07
Child Care Supplemental Fraud	0840	\$62,320.00	(\$22,778.03)	\$39,541.97
Child Care Benefits	0856	Uncapped	Uncapped	Uncapped
Total Revised Project Amount		\$1,533,350.00	\$192,453.67	\$1,725,803.67

Allocation amount assumes all prior amendments have been signed.

All Funding allocations are subject to Federal and State budgetary changes.

This is an Amendment of an existing contract for the specific time period, funding, and terms defined. This Amendment is entered into by and between the State of Wisconsin Department of Children and Families and the Contractor listed above. Unless otherwise specified, ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Amendment and the Contract, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. The Department and the Contractor acknowledge that they have read the Amendment and understand and agree to be bound by the terms and conditions.

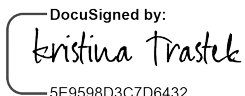
By signing below, I, a representative of the contractor, certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

This Amendment becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) calendar days, unless waived by the Department.

Signatures

Melissa Agard
Dane County Executive

Date

DocuSigned by:

5E9598D3C7D6432...

Division Administrator Kristina Trastek
Department of Children and Families

5/12/2026 | 11:26:43 AM CDT

Date

Certificate Of Completion

Envelope Id: 38FD1042-B1EF-807B-8267-15DDFB0B478D
Subject: 0002491 A01 CY25 State County Child Care - Deob Reob - Dane
1. Type: Amendment
3. Bureau: BOP
4. Contract Start Date: 01/01/2025
5. Contract End Date: 12/31/2025
6. Original Sent Date: 05/13/2026
2. Division: DECE
7. Internal/External: External
8. Full Process ID: 437002-C25-0002491-000-13

Status: Sent

Source Envelope:

Document Pages: 2
Certificate Pages: 5
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Signatures: 0
Initials: 0

Envelope Originator:
DCF Contracting
201 W. Washintgon Ave.
PO Box 8916
Madison, WI 53708-8916
dcfcontracting@wi.gov
IP Address: 136.226.84.181

Record Tracking

Status: Original
5/13/2026 9:59:34 AM
Security Appliance Status: Connected

Holder: DCF Contracting
dcfcontracting@wi.gov
Pool: StateLocal

Location: DocuSign

Signer Events

Melissa Agard
contracts@danecounty.gov
Dane County Executive
Security Level: Email, Account Authentication (None)

Signature

Timestamp

Sent: 5/13/2026 10:01:37 AM
Viewed: 5/21/2026 2:17:18 PM

Electronic Record and Signature Disclosure:
Accepted: 5/21/2026 2:17:18 PM
ID: c6abdf2d-d090-4139-8993-dadd68a6a1a9

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Justine Girard
justine.girard@wisconsin.gov
Southern Area Section Manager
Security Level: Email, Account Authentication (None)

COPIED

Sent: 5/13/2026 10:01:37 AM

Electronic Record and Signature Disclosure:
Accepted: 11/15/2021 2:51:32 PM
ID: d78c1c5f-ca92-4b8f-97dd-a8a33aa9ad40

Carbon Copy Events	Status	Timestamp
Spring Larson larson.spring@danecounty.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/13/2026 10:01:38 AM
Colleen Williams williams.colleen@danecounty.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/13/2026 10:01:39 AM Viewed: 5/13/2026 3:31:53 PM
DCF Grants Releases DCFMBDMSFinGrantsReleases@wi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	In Process	
Luke Reible luke.reible@wisconsin.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2026 1:01:42 PM ID: ecb966e8-a67f-4825-91f6-21332ec107c0		
Abigail Widick abigail.widick@wisconsin.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/19/2026 5:35:53 PM ID: 89cbf084-32ce-415b-a10e-6d8230cc9663		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/13/2026 10:01:39 AM
Certified Delivered	Security Checked	5/21/2026 2:17:18 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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electronically from us.

How to contact State of WI:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

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- ii. send us an e-mail to dcfcontracting@wisconsin.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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