

# Dane County Contract Addendum Cover Sheet

RES 326

Revised 06/2021

**Contract #**  
Admin will assign

14284C

<b>Dept./Division</b>	LWRD / Parks	<b>Vendor Name</b>	Rooted WI Inc.
<b>Brief Addendum Title/Description</b>	Contract extension with Rooted to provide community garden services at Anderson Farm Co Park. The original contract was with Extension.	<b>Vendor MUNIS #</b>	24837
		<b>Addendum Term</b>	through 12-31-25
		<b>Amount (\$)</b>	\$ 25,000.00

Department Contact Information		Vendor Contact Information	
<b>Contact</b>	Joleen Stinson	<b>Contact</b>	Marcia Caton Campbell
<b>Phone #</b>	608.422.0657	<b>Phone #</b>	608.240.0409
<b>Email</b>	stinson.joleen@danecounty.gov	<b>Email</b>	marcia@rootedwi.org
<b>Purchasing Officer</b>	Pete Patten		

Purchase Order – Maintenance or New PO					
<input type="checkbox"/>	<b>PO Maintenance Needed</b>	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	
	<b>PO#</b>	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	
<input type="checkbox"/>	<b>No PO Maintenance Needed</b> – <i>this addendum does not change the dollar amount of the contract.</i>				
<input checked="" type="checkbox"/>	<b>New PO / Req. Submitted</b>	<b>Org:</b> LWRPKOP	<b>Obj:</b> 20635	<b>Proj:</b>	
	<b>Req#</b> 1284	<b>Org:</b>	<b>Obj:</b>	<b>Proj:</b>	

Budget Amendment	
<input type="checkbox"/>	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					
<b>A resolution is required when the total contracted amount first exceeds \$100,000.</b>  <b>Additional resolutions are then required whenever the sum(s) of any additional addenda exceed(s) \$100,000</b>	<b>Addendum #</b>	<b>Term</b>	<b>Amount</b>	<b>Resolution</b>	
	Original	through 12-31-22	\$ 50,000.00	<input checked="" type="checkbox"/> None	Res#
	A	through 12-31-23	\$ 25,000.00	<input checked="" type="checkbox"/> None	Res#
	B	through 12-31-24	\$ 25,000.00	<input type="checkbox"/> None	Res# 2023 RES-306
	C	through 12-31-25	\$ 25,000.00	<input type="checkbox"/> None	Res# 2024 RES-326
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
<b>Total Contracted Amount</b>			\$ 125,000.00		

Contract Language Pre-Approval – prior to internal routing, this contract has been reviewed/approved by:		
<input type="checkbox"/> Corporation Counsel:	<input type="checkbox"/> Risk Management:	<input type="checkbox"/> No Pre-Approval

APPROVAL	
<b>Dept. Head / Authorized Designee</b>	
Hicklin, Laura	Digitally signed by Hicklin, Laura Date: 2025.03.04 16:07:21 -06'00'

APPROVAL – Contracts Exceeding \$100,000	
<b>Director of Administration</b>	<b>Corporation Counsel</b>

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
<b>DOA:</b>	<b>Date In:</b> 3/4/25	<b>Date Out:</b>	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Tuesday, March 4, 2025 4:18 PM  
**To:** Hicklin, Charles; Patten (Purchasing), Peter; Gault, David; Cotillier, Joshua  
**Cc:** Stavn, Stephanie; Oby, Joe  
**Subject:** Contract #14284C  
**Attachments:** 14284C.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles		
	Patten (Purchasing), Peter	Read: 3/4/2025 4:36 PM	
	Gault, David	Read: 3/5/2025 9:32 AM	Approve: 3/7/2025 10:04 AM
	Cotillier, Joshua		
	Stavn, Stephanie	Read: 3/5/2025 10:08 AM	
	Oby, Joe		

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

Contract #14284C  
Department: Land & Water Resources  
Vendor: Rooted Inc.  
Contract Description: Provide Community Garden services at Anderson Farm County Park (Res 326)  
Contract Term: 1/1/25 – 12/31/25  
Contract Amount: \$25,000

*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.

## Goldade, Michelle

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**From:** Hicklin, Charles  
**Sent:** Tuesday, March 4, 2025 5:24 PM  
**To:** Goldade, Michelle  
**Subject:** Approve: Contract #14284C

## Goldade, Michelle

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**From:** Patten (Purchasing), Peter  
**Sent:** Wednesday, March 5, 2025 7:23 AM  
**To:** Goldade, Michelle  
**Subject:** Approve: Contract #14284C

## Goldade, Michelle

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**From:** Cotillier, Joshua  
**Sent:** Wednesday, March 5, 2025 7:50 AM  
**To:** Goldade, Michelle  
**Subject:** Approve: Contract #14284C

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Dane County Extension first entered into a Purchase of Service Agreement in 2021 with Rooted Inc. for planning and implementation of community and market gardens at Anderson Farm County Park. The initiative improves land access and create economic opportunity for underserved populations lacking prospects for stable land tenure and integration in the local food system. This project is part of the agricultural vision for the park as outlined in the Anderson Farm County Park Master Plan adopted in 2013.

**NOW, THEREFORE, BE IT RESOLVED** that Addendum C to Purchase of Services Agreement #14284 be awarded to Rooted Inc. in the amount of \$25,000 with a completion date of December 31, 2025.

**BE IT FINALLY RESOLVED** that the County Executive and the County Clerk be authorized to sign the Contract Addendum.



# DANE COUNTY CONTRACT

## ADDENDUM # 14284C

Revised 11/2024

**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 Rooted, Inc (hereinafter, "Provider").

### WITNESSETH:

**WHEREAS** Provider and County, by a separate document (hereinafter, the "Master Agreement"), Dane County Contract # 14284, have previously entered into a contractual relationship pursuant to which Provider shall continue the development and implementation of the plan for community and market gardens at Anderson Farm County Park to improve land access and create economic opportunity for underserved populations lacking prospects for stable land tenure and integration in the local food system, and

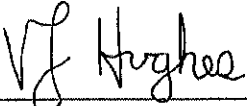
**WHEREAS** County and Provider wish to amend the Master Agreement in order to extend the term of the contract and to update the Parkland Use Permit as Schedule D.

**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:

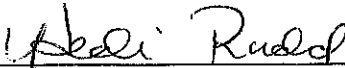
1. The Master Agreement shall remain in full force and effect unchanged in any manner by this addendum except as changes are expressly set forth herein. This addendum shall control only to the extent of any conflict between the terms of the Master Agreement and this addendum.
2. The Master Agreement, and any amendment or addendum to it, may be executed and transmitted to any other party by legible facsimile reproduction or by scanned legible electronic PDF copy, and utilized in all respects as, an original, wet-inked manually executed document. Further, the Master Agreement and any amendment or addendum thereto, may be stored and reproduced by each party electronically, photographically, by photocopy or other similar process, and each party may at its option destroy any original document so reproduced. All parties hereto stipulate that any such legible reproduction shall be admissible in evidence as the original itself in any judicial, arbitration or administrative proceeding whether or not the original is in existence and whether or not such reproduction was made by each party in the regular course of business. This term does not apply to the service of notices under the Master Agreement, or any subsequent amendment or addendum.
3. The term of the contract is extended through December 31, 2025 to continue the development and implementation of the plan for community and market gardens at Anderson Farm County Park, at an additional cost of \$25,000.
4. Schedule C shall be amended that the PROVIDER will submit an annual final written report summarizing progress towards performance indicators as outlined in the Schedule A to Dane County Parks no later than December 1, 2025.

**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:**

  
\_\_\_\_\_  
Ginny Hughes  
Co-Executive Director, Rooted, Inc.

2/19/2025  
Date

  
\_\_\_\_\_  
Hedi Rudd  
Co-Executive Director, Rooted, Inc.

2.21.25  
Date

\* \* \*

**FOR COUNTY:**

\_\_\_\_\_  
Melissa Agard  
Dane County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Scott McDonell  
Dane County Clerk

\_\_\_\_\_  
Date

## **SCHEDULE D**

### **Parkland Use Permit**

This permit is for the sole purpose of establishing, operating and maintaining garden plots for the planting and harvesting of vegetables and flowers on approximately thirty-seven (37) acres at Anderson Farm County Park in the Town of Oregon, Dane County, Wisconsin. The 37-acre site is depicted on a map on the following page.

This Parkland Use Permit shall be in effect until December 31, 2025.

It is understood and agreed by COUNTY and PROVIDER that this permit is subject to the following conditions:

1. PROVIDER shall conduct the permitted activity for the sole purpose set forth above. Row cropping is prohibited. Livestock is prohibited.
2. COUNTY may terminate this permit by written notice if the continued use of the property by PROVIDER will interfere with present or future management objectives of the COUNTY for the above described area or if PROVIDER breaches any term or condition contained in this permit or the Master Agreement.
3. PROVIDER shall not install, affix or maintain any structure or other personal property on the subject property without COUNTY'S written consent. All gardener's personal property must be removed by the end of the growing season, or November 1, 2025, whichever comes later. If property is not removed by PROVIDER, COUNTY may remove and dispose at PROVIDER'S sole expense. Charges may include staff time, dumpster services and/or vehicle towing.
4. PROVIDER shall lease a garden plot for the Anderson Park Friends, Inc at no charge to the Friends for the sole purpose of planting and harvesting of vegetables for local food pantries.
5. If the PROVIDER dissolves or no longer has the capacity to conduct the permitted activities, PROVIDER shall submit a detailed exit plan to COUNTY for review and approval. Said exit language shall address but is not limited to, timeline for termination, coordination and communication with grower tenants and restoration the site to its original condition. COUNTY's approval shall not be unreasonably withheld.

# Anderson Farm County Park Parkland Use Permit Map

~37 acre garden site

2025 growing season

