

Dane County Contract Cover Sheet

Revised 01/2023

RES 028
significant

Dept./Division	Administration		
Vendor Name	River Food Pantry	MUNIS #	30967
Brief Contract Title/Description	ARP Grant for development of new food pantry facility.		
Contract Term	Ends 12/31/2024		
Contract Amount	1,500,000		

Contract # Admin will assign	15096
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Chuck Hicklin	Name	Ryan Holly
Phone #	608-469-8936	Phone #	319-750-5428
Email	hicklin@countyofdane.com	Email	Ryan.Holley@riverfoodpantry.org
Purchasing Officer	N/A		

Purchasing Authority	<input type="checkbox"/> \$12,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$12,000 – \$43,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$43,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$43,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$43,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

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.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	028
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by: Dave Gault	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL	
Dept. Head / Authorized Designee	
Hicklin, Charles	Digitally signed by Hicklin, Charles Date: 2023.05.03 10:05:36 -05'00'

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
	

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 5/3/23	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Wednesday, May 3, 2023 10:20 AM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Lowndes, Daniel
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #15096
Attachments: 15096.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 5/3/2023 10:20 AM	Approve: 5/3/2023 10:20 AM
	Rogan, Megan	Read: 5/3/2023 10:32 AM	Approve: 5/3/2023 10:33 AM
	Gault, David	Read: 5/3/2023 10:47 AM	Approve: 5/3/2023 10:47 AM
	Lowndes, Daniel	Read: 5/3/2023 12:54 PM	Approve: 5/3/2023 1:49 PM
	Stavn, Stephanie	Read: 5/3/2023 10:54 AM	
	Oby, Joe		

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

Contract #15096
Department: Administration
Vendor: River Food Pantry
Contract Description: ARP Grant for development of a new food pantry (Res 028)
Contract Term: 5/1/23 - 12/31/24
Contract Amount: \$1,500,000.00

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.

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2023 RES-028

**APPROVING AN AGREEMENT TO PROVIDE ASSISTANCE TO
THE RIVER FOOD PANTRY PROJECT**

The 2023 budget includes \$1.5 million in ARP funds to support the River Food Pantry's expansion plans at 2102 Darwin Rd in the City of Madison. The total cost of the project is estimated to be \$7.9 million for a facility of approximately 20,000 to 30,000 square feet.

The county and The River Food Pantry have developed an agreement under which the funding will be transmitted from the county to the River Food Pantry to support the project. This resolution approves that agreement.

THEREFORE BE IT RESOLVED that the County Executive and County Clerk are authorized to execute the agreement to support the River Food Pantry's building project at 2102 Darwin Road in the City of Madison, and that the Dane County Controller's Office is authorized to make payments related to the execution of the grant agreement.

GRANT AGREEMENT

THIS GRANT AGREEMENT (“Agreement”) is made and entered into, by and between the County of Dane (hereafter referred to as "GRANTOR") and The River Food Pantry, Inc. (hereafter, "GRANTEE"),

WITNESSETH:

WHEREAS, GRANTOR, whose address is Department of Administration, 210 Martin Luther King, Jr. Blvd, Room 425, Madison, WI 53703, has received funds from the United States Department of the Treasury pursuant to Section 602 of the Social Security Act, as amended by Section 9901 of the American Rescue Plan Act of 2021 (“ARPA”) to be used for the purposes specified in the ARPA, and desires to support GRANTEE’s project to construct a new food pantry facility in Madison, Wisconsin; and

WHEREAS GRANTEE, a Wisconsin nonprofit corporation whose address is 2201 Darwin Rd., Madison, WI 53704, is able and willing to complete such a project;

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 acknowledged by each party for itself, GRANTOR and GRANTEE do agree as follows:

I. TERM:

The term of this Agreement shall commence as of the date by which all parties have executed this Agreement (“Effective Date”) and shall end as of December 31, 2024 (“Expiration Date”) unless terminated pursuant to this Agreement.

II. PURPOSE AND SCOPE:

A. In consideration of a grant in the amount of \$1,500,000 (“Grant Funds”), GRANTEE agrees to complete the purchase of land and construction of a new 20,000 to 30,000 sq. ft. food pantry facility located at 2102 Darwin Rd., Madison, WI 53704 (“Project”). Notwithstanding any other provision of this Agreement to the contrary, GRANTOR shall never pay more than the amount of the Grant Funds.

B. GRANTEE shall commence, carry on and complete its obligations under this Agreement with all deliberate speed and in a sound, economical, and efficient manner, in accordance with this Agreement, including the Scope of Work set forth in Exhibit A (the “Project”), which is fully incorporated herein by reference, and all applicable laws. The parties understand and agree that GRANTEE has not finalized the Scope of Work such that there may be changes to one or more of the building components listed on Exhibit A and that the project costs reflected on Exhibit A are subject to change based on actual bids yet to be obtained and GRANTEE’s ability to arrange sufficient funding for the Project.

C.1. This Agreement is a sub-recipient agreement funded with a federal assistance award to GRANTOR from the United States Department of the Treasury under Section 602 of the Social Security Act, as added by section 9901 of the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund (LFRF.) **GRANTEE agrees to comply with the applicable requirements of section 602 of the Act, regulations adopted by Treasury pursuant to the**

Act, guidance issued by the Treasury Department, and all other applicable federal statutes, regulations, and executive orders, as applicable.

C.2. Grant Funds may only be used for Eligible Expenses. "Eligible Expenses" are those reasonable expenses that are: i) directly attributable and allocable to tasks necessary to perform the activities and provide the deliverables set forth in the Scope of Work; ii) permitted by 2 C.F.R. Part 200 (Uniform Guidance); and iii) consistent with the intent and scope of the Project.

All Eligible Expenses must meet the requirements of ARPA and all rules and guidance issued by the U.S. Department of Treasury or other federal agencies governing the use of ARPA funds, including 2 C.F.R. Part 200 (Uniform Guidance), and be consistent with the intent and scope of the Program. GRANTOR reserves the right to seek reimbursement of any Grant Funds expended on ineligible expenses. Ineligible expenses include, but are not limited to: costs incurred in submitting an application; taxes (except sales taxes on Eligible Expenses); work stipends or wage subsidies (except approved personnel expenses); funding advocacy or lobbying efforts; administrative, personnel and programmatic funding for existing operations; and other uses ineligible under ARPA or 2 C.F.R. Part 200 (Uniform Guidance). GRANTEE shall hold GRANTOR harmless for any audit disallowance related to the eligibility of expenses paid for with Grant Funds, irrespective of whether the audit is ordered by federal agencies or by the courts, and GRANTEE will be solely responsible for repaying any ineligible amounts (plus any assessed interest, costs, or fees) to the federal government. GRANTEE will return to GRANTOR or its designee any funds used by GRANTEE to pay for ineligible expenses or amounts in excess of the Grant Funds. If GRANTEE fails to return excess funds, GRANTOR may deduct the appropriate amount from subsequent payments due to GRANTEE from GRANTOR. GRANTOR also reserves the right to recover such funds by any other legal means including litigation if necessary.

D. GRANTEE agrees to secure at GRANTEE's own expense all personnel necessary to carryout GRANTEE's obligations under this Agreement. Such personnel shall not be deemed to be employees of GRANTOR nor shall they or any of them have or be deemed to have any direct contractual relationship with GRANTOR.

III. ASSIGNMENT

GRANTEE shall neither assign nor transfer any interest or obligation in this Agreement, without the prior written consent of GRANTOR unless otherwise provided herein.

IV. TERMINATION:

A. Failure of GRANTEE to fulfill any of its obligations under this Agreement in a timely manner, or violation by GRANTEE of any of the covenants or stipulations of this Agreement, shall constitute grounds for GRANTOR to terminate this Agreement by giving a thirty (30) day written notice to GRANTEE. If GRANTEE fails to cure such default within such thirty (30) day notice period, then GRANTOR may terminate this Agreement.

B. The following shall constitute grounds for immediate termination if GRANTEE fails to rectify such grounds within thirty (30) day after written notice:

1. Violation by GRANTEE of any State, Federal or local law related to this Project, or failure by GRANTEE to comply with any applicable States and Federal service standards, as expressed by applicable statutes, rules and regulations related to this Project.

2. Failure by GRANTEE to obtain any licenses or certifications required by Law and related to the Project.
3. Failure of GRANTEE to comply with reporting requirements contained herein, if any.
4. Inability of GRANTEE to perform the work provided for herein.

C. In the event GRANTOR terminates this Agreement as provided herein, GRANTEE shall, within thirty (30) days of termination of this Agreement, return to the GRANTOR the full amount of the Grant Funds minus any amount that should be paid to GRANTEE for work that has been completed and which costs can be substantiated. GRANTOR may seek any and all other remedies available to it against the GRANTEE if GRANTEE fails to return to GRANTOR the amount required by the preceding sentence.

D. In the event the facility is no longer used as a food pantry as set forth in the Scope of Work in the attached Exhibit A or for some other eligible use under ARPA during the first year (or subsequent years) after completion of the facility, the GRANTEE agrees to return pro rata share of the Grant Funds on the following schedule:

Year 1 - \$1,350,000
Year 2 - \$1,200,000
Year 3 - \$1,050,000
Year 4 - \$900,000
Year 5 - \$750,000
Year 6 - \$600,000
Year 7 - \$450,000
Year 8 - \$300,000
Year 9 - \$150,000
Year 10 or more - \$0

For purposes of this Section IV.D “completion of the facility” shall mean the date on which an occupancy certificate has been issued for the facility.

V. PAYMENT:

GRANTOR’s obligation to make payments under this Agreement is contingent only upon GRANTEE demonstrating to GRANTOR’s satisfaction that GRANTEE has arranged sufficient funding to complete the Project in a timely manner. GRANTOR shall pay the Grant Funds to GRANTEE within thirty (30) days after receipt of evidence reasonably satisfactory to GRANTOR demonstrating that GRANTEE has arranged sufficient funds when combined with the Grant Funds to complete the Project in a timely manner (“Sufficient Funds”). GRANTOR understands and agrees that Sufficient Funds may come from multiple sources, including but not limited to a construction loan; accordingly, a construction term sheet from a financial institution setting forth loan terms acceptable to GRANTEE will constitute satisfactory evidence of Sufficient Funds; however, mere pledges from potential charitable donors will not constitute satisfactory evidence of Sufficient Funds. GRANTOR may terminate this Agreement if GRANTOR has not received evidence reasonably satisfactory of Sufficient Funds on or before September 30, 2024. It is currently estimated that the cost to complete the Project is \$7,900,000; however, the amount of Grant Funds provided by GRANTOR to GRANTEE under this Agreement is independent of the Project’s estimated budget.

VI. INTENTIONALLY OMITTED:

VII. DELIVERY OF NOTICE:

Notices, bills, invoices and reports required by this Agreement shall be deemed delivered as of the date of postmark if deposited in a United States mailbox, first class postage attached, addressed to a party's address as set forth above. It shall be the duty of a party changing its address to notify the other party in writing within a reasonable time.

VIII. INSURANCE:

A. GRANTEE shall indemnify, hold harmless and defend GRANTOR, its boards, commissions, agencies, officers, employees, and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which GRANTOR, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of GRANTEE's work or obligations under this Agreement, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the acts or omissions of GRANTOR, its agencies, boards, commissions, officers, employees or representatives. The obligations of GRANTEE under this paragraph shall survive the expiration or termination of this Agreement.

B. In order to protect itself and GRANTOR, its officers, boards, commissions, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, GRANTEE shall, at GRANTEE's own expense, obtain and at all times during the term of this Agreement keep in full force and effect the insurance coverages, limits, and endorsements listed below. When obtaining required insurance under this Agreement and otherwise, GRANTEE agrees to preserve GRANTOR's subrogation rights in all such matters that may arise that are covered by GRANTEE's insurance. Neither these requirements nor the GRANTOR's review or acceptance of GRANTEE's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the GRANTEE under this Agreement. The GRANTOR expressly reserves the right to require higher or lower insurance limits where GRANTOR deems necessary.

Commercial General Liability.

GRANTEE agrees to maintain Commercial General Liability insurance at a limit of not less than \$1,000,000 per occurrence. Coverage shall include, but not be limited to, Bodily Injury and Property Damage to Third Parties, Contractual Liability, Personal Injury and Advertising Injury Liability, Premises-Operations, Independent Contractors and Subcontractors, and Fire Legal Liability. The policy shall not exclude Explosion, Collapse, and Underground Property Damage Liability Coverage. The policy shall list DANE COUNTY as an Additional Insured.

Commercial/Business Automobile Liability.

GRANTEE agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. GRANTEE further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event GRANTEE does not own automobiles, GRANTEE agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation.

GRANTEE agrees to maintain Workers Compensation insurance at Wisconsin statutory limits.

Umbrella or Excess Liability.

GRANTEE may satisfy the minimum liability limits required above for Commercial General Liability and Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for the Commercial General Liability and Business Auto Liability. GRANTEE agrees to list DANE COUNTY as an "Additional Insured" on its Umbrella or Excess Liability policy.

C. Upon execution of this Agreement, GRANTEE shall furnish GRANTOR with a Certificate of Insurance listing DANE COUNTY as an additional insured and, upon request, certified copies of the required insurance policies. If GRANTEE's insurance is underwritten on a Claims-Made basis, the Retroactive Date shall be prior to or coincide with the date of this Agreement, the Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services coverage is Claims-Made and indicate the Retroactive Date, GRANTEE shall maintain coverage for the duration of this Agreement and for six (6) years following the earlier of completion of the Project or termination of this Agreement. GRANTEE shall furnish GRANTOR, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that GRANTEE shall furnish the GRANTOR with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on Claims-Made policies, either GRANTEE or GRANTOR may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by GRANTEE. In the event any action, suit or other proceeding is brought against GRANTOR upon any matter herein indemnified against, GRANTOR shall give reasonable notice thereof to GRANTEE and shall cooperate with GRANTEE's attorneys in the defense of the action, suit or other proceeding. GRANTEE shall furnish evidence of adequate Worker's Compensation Insurance. In case of any sublet of work under this Agreement, GRANTEE shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of GRANTEE.

D. The parties do hereby expressly agree that GRANTOR, acting at its sole option and through its Risk Manager, may waive any and all requirements contained in this Agreement, such waiver to be in writing only. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by GRANTOR's Risk Manager taking into account the nature of the work and other factors relevant to GRANTOR's exposure, if any, under this Agreement.

IX. NO WAIVER BY PAYMENT OR ACCEPTANCE:

In no event shall the making of any payment required by this Agreement constitute or be construed as a waiver by GRANTOR of any breach of the covenants of this Agreement or a waiver of any default of GRANTEE and the making of any such payment by GRANTOR while any such default or breach shall exist shall in no way impair or prejudice the right of GRANTOR with respect to recovery of damages or other remedy as a result of such breach or default.

X. NON-DISCRIMINATION:

During the term of this Agreement, GRANTEE agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any

other form of compensation or level of service(s). GRANTEE agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

XI. CIVIL RIGHTS COMPLIANCE:

A. If GRANTEE has 20 or more employees and receives \$20,000 in annual contracts with GRANTOR, the GRANTEE shall submit to GRANTOR a current Civil Rights Compliance Plan (CRC) for Meeting Equal Opportunity Requirements under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title VI and XVI of the Public Service Health Act, the Age Discrimination Act of 1975, the Omnibus Budget Reconciliation Act of 1981 and Americans with Disabilities Act (ADA) of 1990. GRANTEE shall also file an Affirmative Action (AA) Plan with GRANTOR in accordance with the requirements of chapter 19 of the Dane County Code of Ordinances. GRANTEE shall submit a copy of its discrimination complaint form with its CRC/AA Plan. The CRC/AA Plan must be submitted prior to the effective date of this Agreement and failure to do so by said date shall constitute grounds for immediate termination of this Agreement by GRANTOR. If an approved plan has been received during the previous CALENDAR year, a plan update is acceptable. The plan may cover a two-year period. GRANTEES who have less than twenty employees, but who receive more than \$20,000 from the GRANTOR in annual contracts, may be required to submit a CRC Action Plan to correct any problems discovered as the result of a complaint investigation or other Civil Rights Compliance monitoring efforts set forth herein below. If GRANTEE submits a CRC/AA Plan to a Department of Workforce Development Division or to a Department of Health and Family Services Division that covers the services purchased by GRANTOR, a verification of acceptance by the State of GRANTEE's Plan is sufficient.

B. GRANTEE agrees to comply with the GRANTOR's civil rights compliance policies and procedures. GRANTEE agrees to comply with civil rights monitoring reviews performed by the GRANTOR, including the examination of records and relevant files maintained by the GRANTEE. GRANTEE agrees to furnish all information and reports required by the GRANTOR as they relate to affirmative action and non-discrimination. GRANTEE further agrees to cooperate with GRANTOR in developing, implementing, and monitoring corrective action plans that result from any reviews.

C. GRANTEE shall post the Equal Opportunity Policy, the name of GRANTEE's designated Equal Opportunity Coordinator and the discrimination complaint process in conspicuous places available to applicants and clients of services, applicants for employment and employees. The complaint process will be according to GRANTOR's policies and procedures and made available in languages and formats understandable to applicants, clients and employees. GRANTEE shall supply to GRANTOR's Contract Compliance Officer upon request a summary document of all client complaints related to perceived discrimination in service delivery. These documents shall include names of the involved persons, nature of the complaints, and a description of any attempts made to achieve complaint resolution.

D. GRANTEE shall provide copies of all announcements of new employment opportunities to GRANTOR's Contract Compliance Officer when such announcements are issued.

E. If GRANTEE is a government entity having its own compliance plan, GRANTEE'S plan shall govern GRANTEE's activities.

XII. MISCELLANEOUS:

A. Registered Agent. GRANTEE warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, that the persons executing this Agreement on its behalf are authorized to do so, and, if a corporation, that the name and address of GRANTEE's registered agent is readily available and current. GRANTEE shall notify GRANTOR immediately, in writing, of any change in its registered agent, his or her address, and GRANTEE's legal status. For a partnership, the term 'registered agent' shall mean a general partner.

B. Controlling Law and Venue. It is expressly understood and agreed to by the parties hereto that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling. Venue for any legal proceedings shall be in the Dane County Circuit Court.

C. Limitation Of Agreement. This Agreement is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this Agreement shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

D. Entire Agreement. The entire agreement of the parties is contained herein and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. The parties expressly agree that this Agreement shall not be amended in any fashion except in writing, executed by both parties.

E. Counterparts. The parties may evidence their agreement to the foregoing upon one or several counterparts of this instrument, which together shall constitute a single instrument.

IN WITNESS WHEREOF, GRANTOR and GRANTEE, by their respective authorized agents, have caused this Agreement and its Schedules to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR GRANTEE:

Rhonda Adams (Adams) 05/02/2023
Rhonda Adams, Executive Director Date Signed

* * *

FOR GRANTOR:

Joseph T. Parisi, Dane County Executive Date Signed

Scott McDonell, Dane County Clerk Date

EXHIBIT A

The River Food Pantry - Capital Project Scope

Site Details:

The River will purchase an approximately 152,460 sq. ft. parcel from a portion of the 2202 Darwin Road property as outlined in CSM 12769, with future address & parcel number to be determined after submittal of new CSM and approval by the City of Madison.

Building Details:

The River will construct a 20,000 – 30,000 sq. ft. facility on the proposed site that will be purpose-built to house The River's network of food distribution services.

Core building components will include:

- On-site parking sufficient for staff, volunteers, and clients, including spaces to support an ~30 car queue for the pantry's curbside distribution programs.
- ~4,000 sq. ft. of commercial-grade kitchen facilities.
- ~5,000 sq. ft. of space for in-door dining, multi-use rooms, and Access programs (ePantry, Delivery, etc.).
- Substantially increased food storage space that will accommodate dry-storage pallet racks, coolers, and freezers.
- A dedicated space for the clothing distribution program.
- A loading bay and processing area that can accommodate 3 semi-trailers, and a consolidated access point for the Delivery, ePantry, Munch, and Redistribution Partnership programs.
- Sufficient administrative space for staff and volunteers to support successful program growth.

Project Costs:

The project has a minimum estimated cost of \$8,000,000 for land acquisition and construction based on current market rates. This includes:

- \$1,100,000 for land acquisition
- \$225,000 for required site development
- \$275,000 for design fees
- \$200,000 for legal and consulting fees
- \$4,750,000 for facility construction costs
- \$950,000 for equipment costs
- \$500,000 for incorporating sustainability measures

Services Supported:

The River will operate a range of mutually supportive services from the new facility, including:

- Curbside Groceries: a drive-up grocery distribution program which supplies hundreds of households with food and essential supplies each week at no cost to their family.
- Family At-Home Meals (FAM): a curbside meal program that provides all members of a household with nutritionally-balanced to-go meals (available in both meat and vegetarian options) up to four days each week.
- Munch: a mobile meals program that fills gaps in childhood nutrition by delivering free, healthy meals to children and adults living in low-income and underserved neighborhoods throughout the greater Madison area.
- River Delivers: a contactless food delivery program that works with community volunteers to reliably deliver healthy groceries and meals to homebound residents of Dane County who are unable to access other food assistance programs.
- ePantry: an online ordering system that focuses on promoting choice and expanding healthy food access by enabling clients to tailor a monthly grocery order to their household's specific needs.
- Pantry Express: a streamlined pantry service that operates on the weekend without the registration barriers that accompany many food assistance programs.
- Redistribution Partners: a program that assists additional communities by providing regular donations of food and essentials to 20 neighborhood organizations, many of whom specialize in supporting members of marginalized or vulnerable populations.
- Food Recovery: an operation that rescues and redistributes unused food and supplies from grocery stores, restaurants, farmers markets, and more.
- Clothing Distribution: a distribution program providing essential clothing items sourced from donations.
- Collaborative Wraparound Services: The River will partner with other organizations to improve access to more holistic services (e.g., housing, medical care, legal aid, etc.) that help address the intersecting barriers that affect many clients.

Key Project Dates:

The River will secure the necessary financing for building construction to proceed no later than September 30, 2024. The new facility will be ready to house the listed pantry services no later than June 30, 2025.