

Res 333

## Dane County Contract Cover Sheet

<b>Dept./Division</b>	Sheriff / Field Services
<b>Vendor Name</b>	Town of Pleasant Springs
<b>Vendor MUNIS #</b>	8023
<b>Brief Contract Title/Description</b>	This Addendum to Lease extends the term of the lease for the Southeast Precinct Station for another year while the replacement space is being renovated.
<b>Contract Term</b>	7/1/2020 - 6/30/2021
<b>Total Contract Amount</b>	\$ 19,500 (\$4,875 quarterly)

<b>Contract #</b> <small>Admin will assign</small>	10346B
<b>Addendum</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Type of Contract</b>	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Grant
<input checked="" 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

<b>Purchasing Authority</b>	<input type="checkbox"/> <b>\$10,000 or under – Best Judgment</b> (1 quote required)
	<input type="checkbox"/> <b>Between \$10,000 – \$36,000 (\$0 – \$25,000 Public Works)</b> (3 quotes required)
	<input type="checkbox"/> <b>Over \$36,000 (\$25,000 Public Works)</b> (Formal RFB/RFP required) <b>RFB/RFP #</b> _____
	<input type="checkbox"/> <b>Bid Waiver – \$36,000 or under</b> (\$25,000 or under Public Works)
	<input type="checkbox"/> <b>Bid Waiver – Over \$36,000</b> (N/A to Public Works)
<input checked="" type="checkbox"/> <b>N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other</b>	

MUNIS Req.	Org Code	Obj Code	Amount	\$
Req #	Org Code	Obj Code	Amount	\$
Year	Org Code	Obj Code	Amount	\$

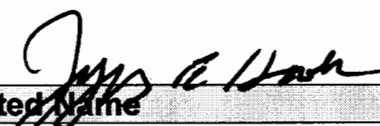
<b>Resolution</b>	<b>A resolution is required if the contract exceeds \$100,000 (\$40,000 Public Works). A copy of the Resolution must be attached to the contract cover sheet.</b>			
	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works) – a resolution is not required.			
	<input type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.			<b>Res #</b> 333
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.			<b>Year</b> 2019

Contract Review/Approvals				
Initials	Dept.	Date In	Date Out	Comments
MG	Received by DOA	6/31/19		
al	Controller		11/4/19	
Cac	Purchasing	11/5/2019	11/5/2019	
	Corporation Counsel	11/5/19	11/5/19	
	Risk Management	11/5/19	11/5/19	
	County Executive			

Dane County Dept. Contact Info		Vendor Contact Info	
<b>Name</b>	Sharene Smith	<b>Name</b>	Maria Hougan
<b>Phone #</b>	608-224-3761	<b>Phone #</b>	608-873-3063
<b>Email</b>	smith.sharene@countyofdane.com	<b>Email</b>	clerktreasurer@pleasantsprings.org
<b>Address</b>	5201 Fen Oak Dr., #208 Madison, WI 53718	<b>Address</b>	2354 CTH "N" Stoughton, WI 53589

<b>Certification:</b> 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. <b>The modifications have been reviewed by:</b>
<input checked="" type="checkbox"/>	Non-standard contract.

## Contract Cover Sheet Signature

Department Approval of Contract		
<b>Dept. Head / Authorized Designee</b>	Signature	Date
		10/30/19
	Printed Name	
	Jan Tetzlaff	

## Contracts Exceeding \$100,000

Major Contracts Review – DCO Sect. 25.11(3)

<b>Director of Administration</b>	Signature	Date
	Comments	
<b>Corporation Counsel</b>	Signature	Date
	Comments	



**ADDENDUM TO LEASE**

THIS ADDENDUM TO LEASE, made and entered into by and between the Town of Pleasant Springs (hereinafter referred to as "LESSOR") and County of Dane ("LESSEE"):

**WITNESSETH**

WHEREAS LESSOR and LESSEE have entered into a lease for property located at 2354 CTH "N" in the Town of Pleasant Springs, Dane County, Wisconsin, and

WHEREAS the lease will expire on June 30, 2020 and LESSOR and LESSEE wish to extend the term of the lease for one additional year;

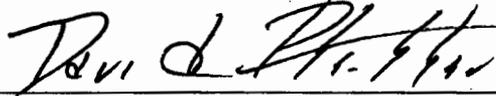
THEREFORE, in consideration of the above conditions and the mutual covenants set forth hereafter and in the lease, the receipt and sufficiency of which is hereby acknowledged by each party for itself, LESSOR and LESSEE do agree to the following addendum to the lease:

1. Section 3 of the lease is amended to state: **LEASE TERM.** LESSEE, whose address is c/o County Clerk, 210 Martin Luther King Jr. Boulevard, Madison, WI 53703, shall have and hold the leased premises for an additional one year term, commencing on the 1<sup>st</sup> day of July 2020 and ending as of midnight on the 30<sup>th</sup> day of June 2021.
2. Section 4 of the lease is amended to state: **RENTS.** As rent for the leased premises for this additional one year term, LESSEE shall pay to LESSOR c/o Town of Pleasant Springs Clerk, 2354 CTH "N", Stoughton, Wisconsin 53589, or at such other place as LESSOR may designate in writing from time to time, \$4,875 due and payable quarterly, in advance, on the first day of January, April, July and October of each year. Rent payments shall be deemed timely made if sent by first class mail, postage prepaid, postmarked by the due date. Notwithstanding the requirement for equal installments, the last installment of rent may be pro-rated to account for a termination date under section 16 with is not synchronous with the scheduled quarterly payments.
3. Section 12 of the lease is amended to state: **NOTICES.** If at any time it shall become necessary or desirable for LESSOR to give or service any notice, demand or communication upon LESSEE or for LESSEE to service or give the same upon LESSOR, such notice or demand or communication shall be in writing and shall be served personally, or shall be served or given by certified mail addressed to a party's address as set forth below. If mailed as aforesaid, such notice, demand or communication shall be deemed to have been served or delivered when deposited in the United States mail, addressed as aforesaid with postage properly prepaid. Notices to LESSEE shall be sent to the Dane County Real Estate Coordinator, 5201 Fen Oak Drive, #208, Madison, WI 53718 or such other official as LESSEE may form time to time designate in writing. Notices to LESSOR shall be sent to the Town Clerk, 2354 CTH "N", Stoughton, WI 53589.

Except as expressly amended hereby, all remaining terms and provisions of the original lease remain in full force and effect.

IN WITNESS THEREOF LESSOR, by its authorized agent, and LESSEE have set their hands and seals as of the day and date by which both parties have caused this Addendum to Lease to be executed.

**LESSOR:**



\_\_\_\_\_  
David Pfeiffer, Town Chair

10/15/2019

\_\_\_\_\_  
Date

**LESSEE:**

\_\_\_\_\_  
Joseph T. Parisi, County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Scott McDonell, County Clerk

\_\_\_\_\_  
Date