

Dane County Contract Addendum Cover Sheet

Revised 04/2021

		Contract #	10346C
Dept./Division	Sheriff's Office -- Field Division	Vendor Name	Town of Pleasant Springs
Brief Addendum Title/Description	Second extension of lease agreement for Southeast Precinct.	Vendor MUNIS #	8023
		Addendum Term	July 1, 2021 - December 31, 2021
		Amount	\$ 9,750.00

Department Contact Information		Vendor Contact Information	
Contact	Sharene Smith	Contact	Maria Hougan
Phone #	(608) 224-3761	Phone #	(608) 873-3063
Email	smith.sharene@countyofdane.org	Email	clerktreasurer@pleasantsprings.org
Purchasing Officer	Carolyn Clow	Send completed contract to vendor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Purchase Order – Maintenance or New PO					
<input checked="" type="checkbox"/>	PO Maintenance Needed	Org: SHRFFLD	Obj: 32232	Proj:	\$ 9,750.00
	PO# 20200278	Org:	Obj:	Proj:	
<input type="checkbox"/>	No PO Maintenance Needed – this addendum does not change the dollar amount of the contract.				
<input type="checkbox"/>	New PO / Req. Submitted	Org:	Obj:	Proj:	
	Req#	Org:	Obj:	Proj:	

Budget Amendment	
<input checked="" 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 Contract Amount	Addendum #	Term	Amount	Resolution		
	List Original Contract info, then subsequent addenda including this new addendum A resolution is required for every \$100,000 contracted	Original	July 1, 2010 - June 30, 2015	\$ 97,500.00	<input type="checkbox"/> None	Res# 2010 -2011 RES 274
Addendum 1		July 1, 2015 - June 30, 2020	\$ 97,500.00	<input type="checkbox"/> None	Res#	
Addendum 2		July 1, 2020 - June 30, 2021	\$ 19,500.00	<input type="checkbox"/> None	Res# 2019 RES-333	
Addendum 3		July 1,2021 - December 31, 2021	\$ 9,750.00	<input type="checkbox"/> None	Res# 2021RES-016	
					<input type="checkbox"/> None	Res#
					<input type="checkbox"/> None	Res#
Total Contracted Amount			\$ 224,250.00			

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 – Department	
Dept. Head / Authorized Designee	Sharene Smith

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

APPROVAL – Internal Contract Review – Routed Electronically – Approvals To Be Attached		
DOA:	Date In: <u>5/4/21</u> Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel & Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Tuesday, May 4, 2021 1:19 PM
To: Hicklin, Charles; Clow, Carolyn; Gault, David; Lowndes, Daniel
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #10346C
Attachments: 10346C.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 5/4/2021 1:57 PM	Approve: 5/4/2021 1:58 PM
	Clow, Carolyn		Approve: 5/4/2021 1:38 PM
	Gault, David	Read: 5/4/2021 1:37 PM	Approve: 5/4/2021 1:39 PM
	Lowndes, Daniel		Approve: 5/4/2021 1:53 PM
	Stavn, Stephanie	Read: 5/4/2021 1:31 PM	
	Oby, Joe	Deleted: 5/4/2021 1:59 PM	

Contract #10346C
Department: Sheriff
Vendor: Town of Pleasant Springs
Contract Description: Second Extension of Lease Agreement for Southeast Precinct (Res 016)
Contract Term: 7/1/21 – 12/31/21
Contract Amount: \$9,750.00

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

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 in accordance with COVID 19 response guidelines.

1 **2021 RES-016**

2
3 **SECOND LEASE EXTENSION OF DANE COUNTY SHERIFF SOUTHEAST**
4 **PRECINCT LEASE WITH TOWN OF PLEASANT SPRINGS**

5
6 The Dane County Sheriff's office has been operating a precinct station at the
7 Town of Pleasant Springs town hall since July of 1982 and the current lease with the
8 Town of Pleasant Springs expires on June 30, 2021 .

9
10 The Southeast Precinct had planned to relocate to a new space this spring, but
11 construction on the new space has been delayed and is anticipated to be finished this
12 fall. The Town of Pleasant Springs has agreed to extend the lease six months, through
13 December 31, 2021, in order to accommodate the county's move. The terms and
14 conditions of the current lease, including rent of \$4,875 per quarter shall remain the
15 same.

16
17 **NOW, THEREFORE, BE IT RESOLVED** that the County of Dane does hereby
18 approve and authorize the above extension to the lease with the Town of Pleasant
19 Springs, and

20
21 **BE IT FINALLY RESOLVED** that the Dane County Executive and the County
22 Clerk are hereby authorized to execute the Second Addendum to Lease on behalf of the
23 County of Dane.

SECOND 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"):

W I T N E S S E T H

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, 2021 and LESSOR and LESSEE wish to extend the term of the lease for an additional six (6) months;

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 six (6) month term, commencing on the 1st day of July 2021 and ending as of midnight on the 31st day of December 2021.
2. Section 4 of the lease is amended to state: **RENTS.** As rent for the leased premises for this additional six (6) month 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 July and October of this 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 from 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 Second Addendum to Lease to be executed.

LESSOR:



David Pfeiffer, Town Chair

4-15-21
Date

LESSEE:

Joseph T. Parisi, County Executive

Date

Scott McDonell, County Clerk

Date