

# Dane County Contract Cover Sheet

Revised 01/2023

Res 246  
Significant

Dept./Division	Land & Water Resources / Land Conservation		
Vendor Name	WI DNR	MUNIS #	3457
Brief Contract Title/Description	Dane County Land & Water Resources Dept has secured a grant from WI Dept of Natural Resources to address agricultural resource concerns in the Spring Creek Watershed.		
Contract Term	01/01/2026 - 12/31/2028		
Contract Amount	\$600,000		

Contract # Admin will assign	16028
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	Amy Piaget	Name	Connie Johnson
Phone #	608.212-9172	Phone #	608.720.0120
Email	Piaget.Amy@danecounty.gov	Email	Corinne.Johnson@wisconsin.gov
Purchasing Officer			

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)		
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Res #	246
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	Year	2025

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

APPROVAL	
Dept. Head / Authorized Designee	
Hicklin, Laura	Digitally signed by Hicklin, Laura Date: 2025.12.01 13:49:03 -06'00'

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

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 12/1/25	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

---

**From:** Goldade, Michelle  
**Sent:** Tuesday, December 9, 2025 11:01 AM  
**To:** Hicklin, Charles; Rogan, Megan; Gault, David; Cotillier, Joshua  
**Cc:** Stavn, Stephanie; Oby, Joe  
**Subject:** Contract #16028  
**Attachments:** 16028.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 12/9/2025 3:19 PM	Approve: 12/9/2025 3:19 PM
	Rogan, Megan	Read: 12/9/2025 11:18 AM	Approve: 12/9/2025 11:18 AM
	Gault, David	Read: 12/9/2025 11:13 AM	Approve: 12/9/2025 11:33 AM
	Cotillier, Joshua	Read: 12/9/2025 12:16 PM	Approve: 12/9/2025 12:18 PM
	Stavn, Stephanie	Read: 12/9/2025 1:24 PM	
	Oby, Joe		

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

Contract #16028  
Department: Land & Water Resources  
Vendor: WI Dept of Natural Resources  
Contract Description: Grant to address ag resource concerns (Res 246)  
Contract Term: 1/1/26 – 12/31/28  
Contract Amount: \$600,000.00

### *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.

## ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES TARGETED RUNOFF MANAGEMENT GRANT

The Land & Water Resources Department (LWRD) has secured a \$600,000 grant from the Wisconsin Department of Natural Resources (WDNR). The purpose of the grant is to provide funding address resource concerns in the portions of the Spring Creek Watershed located in Dane County. Funding can be used for structural and management practices as well as reimbursement for limited staff time. The grant period begins January 1, 2026.

**THEREFORE, BE IT RESOLVED**, that the County Board of Supervisors and the Dane County Executive hereby accept the \$600,000 grant.

**BE IT FURTHER RESOLVED**, that the Land & Water Resources Department Director and County Conservationist are authorized to submit necessary supporting documentation for expenses and reimbursements.

**BE IT FINALLY RESOLVED**, that the existing revenue account LWRCONSV 81762 “Targeted Resource” and existing expense account LWRCONSV 22552 “Targeted Resource” be increased by \$600,000 respectively. All funds shall be carried forward until realized and expended.

State of Wisconsin  
 Department of Natural Resources  
 Bureau of Community Financial Assistance (CF/2)  
 PO Box 7921  
 Madison, Wisconsin 53707-7921

WISCONSIN TARGETED RUNOFF MANAGEMENT (TRM)  
**GRANT AGREEMENT**

Form 8700-328 (rev. 06/2021)

**Notice:** By signing and dating this grant agreement, grantees indicate concurrence with terms of this agreement, authorized under ss. 281.65 and 283, Wis. Stats., and chs. NR 151, 153, 154, and 243, Wis. Adm. Code. Signed agreement must be returned to the address above within 30 days so that funds will be reserved for this project. Failure to return a signed agreement will result in denial of grant funds. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.].

**PART 1. GRANT ADMINISTRATION INFORMATION**

<b>Grant Number</b> TMD13000LY26	<b>Grant Award Date</b> November 14, 2025		
<b>Grantee (Unit of Government)</b> Dane County			<b>Total Grant Amount: \$600,000</b> <b>State Funding: \$600,000</b> <b>Federal Funding: \$0</b>
<b>Project Name</b> Spring Creek Watershed - Dane County		<b>Grant Period</b> From January 1, 2026 Through <b>December 31, 2028</b>	
<b>Authorized Government Official</b> Amy Piaget, County Conservationist		<b>Grantee Contact</b> Amy Piaget, County Conservationist	
<b>Street Address</b> 5201 Fen Oak Dr., Rm 208		<b>Contact's E-mail Address</b> piaget.amy@danecounty.gov	
<b>City, ZIP Code, County</b> Madison, 53718, Dane County		<b>Contact's Telephone Number</b> (608) 212-9172	
<b>Name of Department Regional Nonpoint Source Coordinator, Phone Number and Email Address</b> Jacob Dickmann, (608) 333-4682, Jacob.Dickmann@wisconsin.gov			<b>DNR Region</b> South Central Region

**PART 2. ELIGIBLE COST-SHARING BUDGET**

Note: Budget line items below cannot be exceeded without advance written approval from the DNR.

	TRM Grant State Cost-Share Amount	Federal funds provided in this agreement?		
1. BMP Cost-Share:		Yes	X	No
a. Structural	\$264,358.00	Structural Cost-Share Percent		70%
b. Non-Structural/Cropping	\$234,780.00	Non-Structural/Cropping Cost-Share Percent		70%
2. Other: LOCAL ASSISTANCE	\$100,862.00	Date of Application:	04/15/2025	
3. Total Maximum TRM Grant Amount	\$600,000.00	State Funds Used as Match to Federal Funds?	Yes	

**PART 3. PURPOSE AND SCOPE**

This grant provides funding and authorizes cost-share reimbursement by the DEPARTMENT for the above-named project as described in the grant application submitted for the grant period in Part 1 above. The following eligible Best Management Practices (BMPs) and activities to address ch. NR 151 performance standards and prohibitions and/or Total Maximum Daily Load goals are consistent with project budget identified in Part 2 above. Eligible BMPs include:

<b>[R10] Grade Stabilization</b>
<b>[R18] Nutrient Management</b>
<b>[R21] Relocating or Abandoning Animal Feeding Operations</b>
<b>[R24] Roof Runoff Systems</b>
<b>[R25] Roofs</b>
<b>[R36] Waterway Systems</b>
<b>[R5] Cover and Green Manure Crop</b>

**PART 4. CONDITIONS****A. General Conditions:**

A.1. The Wisconsin Department of Natural Resources (DEPARTMENT) and the GRANTEE identified in Part 1 above mutually agree to perform this agreement in accordance with the TRM grant program and s. 281.65, Wis. Stats., and chs. NR 151, NR 153, and NR 154, Wis. Adm. Code., and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this agreement.

A.2. This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or covenants pertaining to this agreement are superseded. Any revisions to this agreement must be made by written amendment, signed by both parties, prior to the termination date of this agreement, whether for changes in scope, grant period, or cost.

A.3. Failure by the GRANTEE to comply with the terms of this agreement shall not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the DEPARTMENT, such failure was due to no fault of the GRANTEE. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for reimbursement under this agreement, at the DEPARTMENT's discretion.

A.4. Eligibility for cost-sharing reimbursement is governed by the provisions of s. NR 154.04 and ch. NR 153, Wis. Adm. Code. Cost-share rates and applicability may be further limited by departmental contract approval(s), which may restrict the cost-share amount due to the eligibility requirements of the statute and codes.

A.5. The amount listed in Part 2 above is the maximum amount the DEPARTMENT may reimburse under this agreement.

A.6. Neither the GRANTEE nor any landowner or land operator may adopt any land use or practice that reduces the effectiveness or defeats the purposes of any BMP installed under this agreement.

A.7. The GRANTEE:

1. Agrees to comply with all applicable Federal, Wisconsin, and local laws in fulfilling the terms of this agreement.
2. Promises to execute the project described in accordance with this agreement.
3. May decline offer of financial assistance provided through this agreement, in writing, at any time prior to the start of the project and before expending any funds. After the project has been started or funds expended, this agreement may be rescinded, modified, or amended only by mutual agreement and in writing.
4. Agrees that its employees or agents are not employees or agents of the DEPARTMENT for any purpose including Worker's Compensation.
5. Agrees, to save, keep harmless, defend and indemnify the DEPARTMENT and all its officers, employees and agents, against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of GRANTEE's employees, agents or representatives.
6. Agrees to reimburse the DEPARTMENT of any and all funds the DEPARTMENT deems appropriate in the event the GRANTEE fails to comply with the conditions of this agreement or project proposal as described or fails to provide public benefits as indicated in the project application, proposal description or this agreement. In addition, should the GRANTEE fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the DEPARTMENT, all obligations of the DEPARTMENT under this agreement may be terminated, including further project cost payment.
7. Agrees, in connection with the performance of work under this agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Status, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer,

recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The GRANTEE further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The GRANTEE agrees to post in conspicuous places available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

8. Agrees to maintain a financial management system, separate from all other GRANTEE activities, for this agreement. The GRANTEE agrees that accounting for project funds shall conform to generally accepted accounting principles and practices.
9. Agrees to comply with all applicable local and state contract and bidding requirements. GRANTEE should consult its legal counsel with questions concerning contracts and bidding. For assistance, GRANTEE may consult [Procurement Guide for Local Governments Receiving DNR Grants](#).
10. Agrees that accounting and fiscal records shall be maintained in accordance with the applicable administrative codes governing this agreement. At a minimum, GRANTEE shall retain and make available all fiscal records pertaining to this agreement for three years after the date of final settlement, or three years after the end of the grant period, whichever is later, or for a longer period if required by the DEPARTMENT for audit purposes.
11. Agrees to enter into a cost-share agreement (CSAs) with landowner(s) or land operator(s) using forms provided by the DEPARTMENT if BMPs will be constructed on land not owned by the GRANTEE. The CSA must include appropriate operation and maintenance requirements. The CSA installation period can be no longer than the grant period of this agreement. Each CSA exceeding \$50,000 for professional service and construction contracts, construction designs, and appraisals must be approved by the DEPARTMENT regional Nonpoint Source Coordinator before GRANTEE and landowner or land operator sign. The cost share rate included in the CSA shall not exceed the rates specified in chs. NR 153 and 154, Wis. Adm. Code, or in Part 2 of this agreement. Each CSA or amendment of CSA shall be recorded with the County Register of Deeds and promptly submitted to the DEPARTMENT's Regional Nonpoint Source Coordinator identified in Part 1 above.
12. Agrees to perform periodic inspections of the project site after the grant period to ensure that all participating landowners and land operators are complying with the CSA maintenance requirements and applicable administrative code governing this agreement.
13. Agrees to conduct enforcement activities consistent with the local authority identified as part of the application materials for which the grant is awarded.
14. Shall not issue funds under this agreement to individuals whose names appear on the statewide support lien docket under s. 49.854(2)(b), Wis. Stats. unless the individuals submit to the provider a payment agreement that has been approved by the county child support agency under s. 59.53(5), Wis. Stats., and that is consistent with rules promulgated under s. 49.858(2)(a), Wis. Stats.
15. Agrees to comply, at its own expense, with annual Single Audit requirement. Annual Single Audit requirements are specified in 2 *CFR Part 200*, titled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also referred to as "Uniform Guidance"). The GRANTEE agrees to have an audit performed in accordance with the Uniform Guidance if the GRANTEE expends \$750,000 or more in combination of state and federal funds during the calendar year. Wisconsin State Single Audit Guidelines may be found at: <http://www.doa.state.wi.us/Divisions/budget-and-finance/financial-reporting/state-controllers-office/state-single-audit-guidelines> issued by the Wisconsin Department of Administration (DOA), State Controller's Office.
16. May request partial reimbursements from the DEPARTMENT for completed project components. Reimbursements are not possible for work done before or after the grant period identified in Part 1 above or for components not specified in the Part 3 of this agreement. Reimbursements are contingent upon availability of funds. Reimbursement request(s) must be submitted to the DEPARTMENT Regional Nonpoint Source Coordinator identified in Part 1 above and must be accompanied by proof of purchase documentation and project progress reports.

17. Agrees, within 60 days of grant expiration date, to complete and submit a final report, using the DEPARTMENT's "BMP Implementation Tracking System" (BITS), and complete and submit a final request for grant reimbursement to the DEPARTMENT's Regional Nonpoint Source Coordinator for review and approval.
18. Agrees to request reimbursement of grant-eligible activities only, as listed in Part 3, for expenses incurred during the grant period specified in Part 1.
19. Shall ensure that DEPARTMENT representatives have access to land on which grant-funded activities are being planned or undertaken, before, during and after BMP installation.
20. Should consider following methods for controlling, transporting and disposing of aquatic invasive plants and animals and water in which they may be contained, as described in the DEPARTMENT's Manual Code 9183.1 *Boat, Gear, and Equipment Decontamination and Disinfection* and available on the DEPARTMENT's website at: <http://dnr.wi.gov/topic/invasives/disinfection.html>.
21. Shall seek repayment from CSA recipient of expenses reimbursed by the GRANTEE for project costs subsequently determined to be ineligible for grant reimbursement. Ineligible costs could include, but not limited to, livestock operations requiring WPDES permit coverage that have, within 12 months of reimbursement for BMPS under this agreement, at least 1,000 animal units and are required to apply for a WPDES permit under s. NR 243.12 (1) (a) or (b), Wis. Adm. Code. After ineligible reimbursements are recovered from CSA recipient, the GRANTEE shall repay the DEPARTMENT any previous grant reimbursements for grant-ineligible expenses.

A.8. The DEPARTMENT:

1. Promises, in consideration of the covenants and agreements made by the GRANTEE, to obligate for the GRANTEE the amount identified in Part 2 above and to tender to the GRANTEE that portion of the obligation that is required to pay the DEPARTMENT's share of the costs based on the cost-share percentage listed on Part 2 above for work performed and expenses incurred during the grant period noted in Part 1 above for eligible project costs.
2. Agrees that the GRANTEE shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The DEPARTMENT reserves the right only to inspect the job site or premises for the sole purpose of ensuring that the project is progressing or has been completed in compliance with this agreement. The DEPARTMENT takes no responsibility of supervision or direction of the performance of the agreement to be performed by the GRANTEE or the GRANTEE's employees or agents. The GRANTEE is an Independent Contractor for all purposes, not an employee or agent of the DEPARTMENT. The DEPARTMENT further agrees that it will exercise no control over the selection and dismissal of the GRANTEE's employees or agents.
3. Agrees to notify the GRANTEE at the beginning of each calendar year about award of Federal funds in a prior calendar year as an aid for GRANTEES that are undergoing Annual Single Audit.
4. Shall not reimburse GRANTEE for engineering design costs until installations of associated BMPs have been completed and certified by the GRANTEE as installed in accordance with the grant program standards and specifications of [ch. 154, Wis. Admin. Code](#).
5. Reserves the right to terminate this agreement in whole or in part, with or without cause, without prior notice and without any penalty or liability whatsoever to the DEPARTMENT. For the avoidance of doubt, termination by the DEPARTMENT is permitted for, among other things: failure of GRANTEE to make sufficient progress, failure of GRANTEE to comply with any of the terms of this agreement, lack of appropriation, termination or suspension of a federal grant award to the DEPARTMENT, or non-receipt of state or federal funds. Upon termination, GRANTEE shall (1) promptly discontinue all services affected (unless the notice directs otherwise); (2) terminate all subcontracts to the extent that they relate to the performance of work terminated by the DEPARTMENT, and (3) deliver or otherwise make available to the DEPARTMENT, all data, reports, estimates, summaries, and such other information and materials as may have been accumulated by the GRANTEE in performing this agreement, whether completed or in process.

**B. Special Conditions**

**B1. Environmental and Natural Heritage Concerns.** If historical/cultural artifacts are unearthed or environmental hazards are discovered during any earth disturbance activity under this agreement, the GRANTEE must immediately stop construction activities and notify the DEPARTMENT's Regional Nonpoint Source Coordinator to determine the appropriate response.

**B.2. Compliance Notification.** GRANTEE shall provide a written record to the cost-share recipient of any croplands and livestock facilities brought into compliance with ch. NR 151 performance standards and prohibitions as a result of a project conducted under this agreement. A copy of that written record shall be provided to the DEPARTMENT's regional Nonpoint Source Coordinator. The written record shall clearly identify:

- the locations of the livestock facilities or croplands brought into compliance;
- the specific performance standards and prohibitions with which each of the identified livestock facilities and croplands comply;
- a statement that, under Wisconsin law, compliance at these sites must be maintained in perpetuity regardless of future cost sharing.

**B.3. WPDES Permit Potential.** GRANTEE shall withhold reimbursement from cost-share recipients who, within twelve (12) months of commencing construction of a practice funded under this agreement, intend to expand livestock operations to the extent that they will be required to apply for a WPDES permit under s. NR 243.12 (1) (a) or (b), Wis. Adm. Code, if such practice(s) would be covered under the permit. If reimbursement is made within this timeframe, GRANTEE shall require the cost-share recipient to return all applicable reimbursements.

**PART 5. INELIGIBLE COSTS**

1. Costs incurred, or work performed, either prior to or after the grant period identified in Part 1 above, unless specifically authorized in the grant Scope.
2. Costs for installation of a BMP that does not meet the conditions of the applicable administrative codes governing this grant or that are inconsistent with the grant application.
3. Costs for BMPs identified as ineligible in the applicable administrative codes governing this grant or that are specifically excluded in a grant approval letter.
4. Costs that exceed or do not satisfy the cost containment procedures of the applicable administrative code governing this grant.
5. Costs to perform operation and maintenance of BMPs.
6. Costs specified in NR. 153.15(2), Wis. Adm. Code.

FOR THE GRANTEE  
By:

FOR THE STATE OF WISCONSIN  
By:



\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
**For** Jim Ritchie, Director  
Bureau of Community Financial Assistance

**November 14, 2025**

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
(Print Name, If Different from Authorized Government Representative in Part 1.)