

Dane County Contract Cover Sheet

Revised 01/2026

Res 105
significant

Dept./Division	Alliant Energy Center		
Vendor Name	Contemporary Services Corporation	MUNIS #	23893
Brief Contract Title/Description	To provide event security and parking services		
Contract Term	9/15/2026-9/14/2031		
Contract Amount	\$2,500,000		

Contract # Admin will assign	16454
Type of Contract	
☒	Dane County Contract
☐	Intergovernmental
☐	County Lessee
☐	County Lessor
☐	Purchase of Property
☐	Property Sale
☐	Grant
☐	Other

Department Contact Information		Vendor Contact Information	
Name	Kevin Scheibler	Name	Kenny Cook
Phone #	267-3982	Phone #	608-260-5692
Email	scheibler.kevin@alliantenergycenter.com	Email	kcook@csc-usa.com
Purchasing Officer	Megan Roan		

Purchasing Authority	☐ \$13,000 or under – Best Judgment (1 quote required)		
	☐ Between \$13,000 – \$46,000 (\$0 – \$25,000 Public Works) (3 quotes required)		
	☒ Over \$46,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #	RFP-025-P
	☐ Bid Waiver – \$46,000 or under (\$25,000 or under Public Works)		
	☐ Bid Waiver – Over \$46,000 (N/A to Public Works)		
	☐ Cooperative Contract	Contract Name & #	
	☐ N/A - Grants, Leases, Intergovernmental, Property Purchase/Sale, Other		

MUNIS Req.	Req #	2213	Org: ALL COST CENTERS	Obj: 32323	Proj:	\$
			Org:	Obj:	Proj:	\$
	Year	2026	Org:	Obj:	Proj:	\$

Budget Amendment	
☐	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	☐ Contract does not exceed \$100,000		
	☒ Contract exceeds \$100,000 – resolution required.	Res #	105
	☐ A copy of the Resolution is attached to the contract cover sheet.	Year	2026

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
☐ No modifications.	☒ Modifications and reviewed by: Dave Gault/Joshua Cotillier	☐ Non-standard Contract

APPROVAL	
Dept. Head / Authorized Designee	
Scheibler, Kevin	Digitally signed by Scheibler, Kevin Date: 2026.07.24 12:16:39 -05'00'

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
Slaven, Shelby	Digitally signed by Slaven, Shelby Date: 2026.08.10 15:45:30 -05'00'
	David Gault

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 7/30/26	Date Out: _____
☒ Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Friday, July 31, 2026 2:45 PM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Cotillier, Joshua
Cc: Oby, Joe
Subject: Contract #16454
Attachments: 16454.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 7/31/2026 2:52 PM	Approve: 7/31/2026 2:52 PM
	Rogan, Megan	Read: 7/31/2026 2:50 PM	Approve: 7/31/2026 2:50 PM
	Gault, David	Read: 7/31/2026 3:55 PM	Approve: 7/31/2026 3:57 PM
	Cotillier, Joshua	Read: 8/3/2026 8:42 AM	Approve: 8/3/2026 8:45 AM
	Oby, Joe		

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

Contract #16454
Department: Alliant Energy Center
Vendor: Contemporary Services Corporation
Contract Description: Provide event security and parking services (Res 105)
Contract Term: 9/15/26 – 9/14/2031
Contract Amount: \$2,500,000.00

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.

**AWARD OF CONTRACT FOR UNARMED EVENT SECURITY SERVICE AT THE
ALLIANT ENERGY CENTER**

The Alliant Energy Center uses outside help to assist with event security, parking and traffic assistance during events on campus to ensure the security and efficient operation of the guest experience on campus.

A five-year contract with a maximum cost of \$2,500,000 has been negotiated with Contemporary Services Corporation based on award of Dane County RFP #2026-RFP-025-PR.

NOW, THEREFORE BE IT RESOLVED, that the contract for event parking and traffic assistance with the Contemporary Services Corporation, 17101 North Superior Street, Northridge, CA 91325 is hereby approved.

BE IT FINALLY RESOLVED, that the County Executive and County Clerk are authorized to sign the contract documents.

DANE COUNTY CONTRACT # 16454

Revised 11/2024



Department: Alliant Energy Center
Provider: Contemporary Services Corporation

Expiration Date: September 14, 2031

Maximum Cost: \$2,500,000

Registered Agent (if applicable): Contemporary Service Corporation

Registered Agent Address: 33 E Main St, STE 610,
Madison, WI 53703-4655

THIS AGREEMENT, made and entered into, by and between the County of Dane (hereafter referred to as "COUNTY") and Contemporary Services Corporation (hereafter, "PROVIDER"),

WITNESSETH:

WHEREAS COUNTY, whose address is 1919 Alliant Energy Center Way, Madison, WI 53713, desires to purchase services from PROVIDER for the purpose of providing unarmed event security and parking staff services; and

WHEREAS PROVIDER, whose address is 17101 Superior Street, Northridge, CA 91325, is able and willing to provide such services;

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, COUNTY and PROVIDER 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 and shall end as of the EXPIRATION DATE set forth on page 1 hereof, unless sooner agreed to in writing by the parties. PROVIDER shall complete its obligations under this Agreement not later than the EXPIRATION DATE. COUNTY shall not be liable for any services performed by PROVIDER other than during the term of this Agreement. COUNTY shall never pay more than the Maximum Cost as stated above for all services. Upon failure of PROVIDER to complete its obligation set forth herein by the EXPIRATION DATE, COUNTY may invoke the penalties, if any, set forth in this document and its attachments.

II. SERVICES:

A. PROVIDER agrees to provide the services detailed in the bid specifications, if any; the request for proposals (RFP) and PROVIDER's response thereto, if any; and on the attached Schedule A, which is fully incorporated herein by reference. In the event of a conflict between or among the bid specifications, the RFP or responses thereto, or the terms of Schedule A or any of them, it is agreed that the terms of Schedule A, to the extent of any conflict, are controlling.

B. PROVIDER 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 and all applicable laws. In providing services under this Agreement,

PROVIDER agrees to cooperate with the various departments, agencies, employees and officers of COUNTY.

- C. PROVIDER agrees to secure at PROVIDER's own expense all personnel necessary to carry out PROVIDER's obligations under this Agreement. Such personnel shall not be deemed to be employees of COUNTY nor shall they or any of them have or be deemed to have any direct contractual relationship with COUNTY.
- D. No portion of funds under this Agreement may be used to support or advance religious activities.
- E. PROVIDER warrants that it has complied with all necessary requirements to do business in the State of Wisconsin and has met all state and federal service standards, certifications and assurances as expressed by State and Federal statutes, rules, and regulations applicable to the services covered by this Agreement.
- F. PROVIDER will follow applicable public health guidelines to provide safe services and a safe workplace. In addition, by signing this Agreement, PROVIDER acknowledges the contagious nature of COVID-19 and voluntarily assumes the risk that PROVIDER and its staff may be exposed to or infected by COVID-19 by providing services under this Agreement and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

III. ASSIGNMENT/TRANSFER:

PROVIDER shall not assign, subcontract or transfer any interest or obligation in this Agreement, without the prior written consent of COUNTY, including the hiring of independent contract service providers unless otherwise provided herein. Claims for money due or to become due PROVIDER from COUNTY under this Agreement may be assigned to a bank, trust company or other financial institution without such approval if and only if the instrument of assignment contains a provision substantially to the effect that it is agreed that the right of the assignee in and to any moneys due or to become due to PROVIDER shall be subject to prior claims of all persons, firms and corporations for services rendered or materials supplied for the performance of the work called for in this Agreement. PROVIDER shall promptly provide notice of any such assignment or transfer to COUNTY.

IV. TERMINATION:

- A. Failure of PROVIDER to fulfill any of its obligations under this Agreement in a timely manner, or violation by PROVIDER of any of the covenants or stipulations of this Agreement, shall constitute grounds for COUNTY to terminate this Agreement by giving a thirty (30) day written notice to PROVIDER.
- B. The following shall constitute grounds for immediate termination:
 - 1. violation by PROVIDER of any State, Federal or local law, or failure by PROVIDER to comply with any applicable States and Federal service standards, as expressed by applicable statutes, rules and regulations.
 - 2. failure by PROVIDER to carry applicable licenses or certifications as required by law.
 - 3. failure of PROVIDER to comply with reporting requirements contained herein.
 - 4. inability of PROVIDER to perform the work provided for herein.
- C. Failure of the Dane County Board of Supervisors or the State or Federal Governments to appropriate sufficient funds to carry out COUNTY's obligations hereunder, shall result in automatic termination of this Agreement as of the date funds are no longer available, without notice.
- D. In the event COUNTY terminates this Agreement as provided herein, all finished and unfinished documents, services, papers, data, products, and the like prepared, produced or made by PROVIDER under this Agreement shall at the option of COUNTY become the

property of COUNTY, and PROVIDER shall be entitled to receive just and equitable compensation, subject to any penalty, for any satisfactory work completed on such documents, services, papers, data, products or the like. Notwithstanding the above, PROVIDER shall not be relieved of liability to COUNTY for damages sustained by COUNTY by virtue of any breach of this Agreement by PROVIDER, and COUNTY may withhold any payments to PROVIDER for the purpose of offset.

V. PAYMENT:

COUNTY agrees to make such payments for services rendered under this Agreement as and in the manner specified herein and in the attached Schedule B, which is fully incorporated herein by reference. Notwithstanding any language to the contrary in this Agreement or its attachments, COUNTY shall never be required to pay more than the sum set forth on page 1 of this Agreement under the heading MAXIMUM COST, for all services rendered by PROVIDER under this Agreement.

VI. REPORTS:

PROVIDER agrees to make such reports as are required in the attached schedules, which is fully incorporated herein by reference. With respect to such reports it is expressly understood that time is of the essence and that the failure of PROVIDER to comply with the time limits set forth in said schedules shall result in the penalties set forth herein.

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 & INDEMNIFICATION:

A. PROVIDER shall indemnify, hold harmless and defend COUNTY, 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 COUNTY, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of PROVIDER's sole negligence or willful misconduct, 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 COUNTY, its agencies, boards, commissions, officers, employees or representatives. The obligations of PROVIDER under this paragraph shall survive the expiration or termination of this Agreement.

B. In order to protect itself and COUNTY, its officers, boards, commissions, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, PROVIDER shall, at PROVIDER'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. Neither these requirements nor the COUNTY's review or acceptance of PROVIDER's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the PROVIDER under this Agreement. The County expressly reserves the right to require higher or lower insurance limits where County deems necessary.

Commercial General Liability.

PROVIDER 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 PROVIDERs 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.

PROVIDER agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. PROVIDER further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event PROVIDER does not own automobiles, PROVIDER 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.

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

Umbrella or Excess Liability

PROVIDER 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. PROVIDER agrees to list DANE COUNTY as an "Additional Insured" on its Umbrella or Excess Liability policy.

- C. Upon execution of this Agreement, PROVIDER shall furnish COUNTY with a Certificate of Insurance listing COUNTY as an additional insured and, upon request, certified copies of the required insurance policies. If PROVIDER'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, PROVIDER shall maintain coverage for the duration of this Agreement and for six (6) years following the completion of this Agreement. PROVIDER shall furnish COUNTY, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that PROVIDER shall furnish the COUNTY 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 PROVIDER or COUNTY may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by PROVIDER. In the event any action, suit or other proceeding is brought against COUNTY upon any matter herein indemnified against, COUNTY shall give reasonable notice thereof to PROVIDER and shall cooperate with PROVIDER's attorneys in the defense of the action, suit or other proceeding. PROVIDER shall furnish evidence of adequate Worker's Compensation Insurance. In case of any sublet of work under this Agreement, PROVIDER shall furnish evidence that each subcontractor has in force and effect insurance policies providing coverage identical to that required of PROVIDER. In case of any sublet of work under this Agreement, PROVIDER shall furnish evidence that each subcontractor has in force and effect insurance policies providing coverage identical to that required of PROVIDER.
- D. The parties do hereby expressly agree that COUNTY, acting at its sole option and through its Risk Manager, may waive 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 COUNTY's Risk Manager taking into account the nature of the work and other factors relevant to COUNTY's exposure, if any, under this Agreement.

IX. NO WAIVER BY PAYMENT OR ACCEPTANCE:

In no event shall the making of any payment or acceptance of any service or product required by this Agreement constitute or be construed as a waiver by COUNTY of any breach of the covenants of this Agreement or a waiver of any default of PROVIDER and the making of any such payment or acceptance of any such service or product by COUNTY while any such default or breach shall exist shall in no way impair or prejudice the right of COUNTY 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, PROVIDER 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). PROVIDER 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 PROVIDER has 20 or more employees and receives \$20,000 in annual contracts with COUNTY, the PROVIDER shall submit to COUNTY 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. PROVIDER shall also file an Affirmative Action (AA) Plan with COUNTY in accordance with the requirements of chapter 19 of the Dane County Code of Ordinances. PROVIDER 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 COUNTY. 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. Providers who have less than twenty employees, but who receive more than \$20,000 from the COUNTY 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 PROVIDER 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 COUNTY, a verification of acceptance by the State of PROVIDER's Plan is sufficient.
- B. PROVIDER agrees to comply with the COUNTY's civil rights compliance policies and procedures. PROVIDER agrees to comply with civil rights monitoring reviews performed by the COUNTY, including the examination of records and relevant files maintained by the PROVIDER. PROVIDER agrees to furnish all information and reports required by the COUNTY as they relate to affirmative action and non-discrimination. PROVIDER further agrees to cooperate with COUNTY in developing, implementing, and monitoring corrective action plans that result from any reviews.
- C. PROVIDER shall post the Equal Opportunity Policy, the name of PROVIDER'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 COUNTY's policies and procedures and made available in languages and formats understandable to applicants, clients and employees. PROVIDER shall supply to COUNTY'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. PROVIDER shall provide copies of all announcements of new employment opportunities to COUNTY's Contract Compliance Officer when such announcements are issued.

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

XII. COMPLIANCE WITH FAIR LABOR STANDARDS:

A. Reporting of Adverse Findings

During the term of this Agreement, PROVIDER shall report to the County Contract Compliance Officer, within ten (10) days, any allegations to, or findings by the National Labor Relations Board (NLRB) or Wisconsin Employment Relations Commission (WERC) that PROVIDER has violated a statute or regulation regarding labor standards or relations. If an investigation by the Contract Compliance Officer results in a final determination that the matter adversely affects PROVIDER'S responsibilities under this Agreement, and which recommends termination, suspension or cancellation of this agreement, the County may take such action.

B. Appeal Process

PROVIDER may appeal any adverse finding by the Contract Compliance Officer as set forth in Dane County Ordinances Sec. 25.08(20)(c) through (e).

C. Notice Requirement

PROVIDER shall post the following statement in a prominent place visible to employees: "As a condition of receiving and maintaining a contract with Dane County, this employer shall comply with federal, state and all other applicable laws prohibiting retaliation for union organizing."

XIII. 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.

XIV. FINANCIAL INTEREST PROHIBITED:

Under s. 946.13, Wis. Stats. COUNTY employees and officials are prohibited from holding a private pecuniary interest, direct or indirect, in any public contract. By executing this Agreement, each party represents that it has no knowledge of a COUNTY employee or official involved in the making or performance of the Agreement that has a private pecuniary interest therein. It is expressly understood and agreed that any subsequent finding of a violation of s. 946.13, Wis. Stat. may result in this Agreement being voided at the discretion of the COUNTY.

XV. 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.

XVI. 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.

XVII. 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.

XVIII. CONSTRUCTION:

This Agreement shall not be construed against the drafter.

XIX. COPIES VALID:

This agreement, and any amendment or addendum relating 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, this 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 this Agreement.

XX. REGISTERED AGENT:

PROVIDER 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 PROVIDER's registered agent is as set forth opposite the heading REGISTERED AGENT on page 1 of this Agreement. PROVIDER shall notify COUNTY immediately, in writing, of any change in its registered agent, his or her address, and PROVIDER's legal status. For a partnership, the term 'registered agent' shall mean a general partner.

XXI. DEBARMENT:

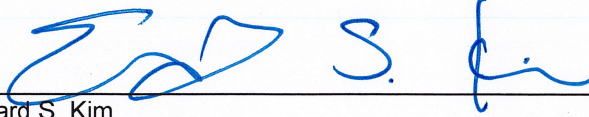
By signing this Contract, PROVIDER attests that it is not debarred from participating in federal procurements. COUNTY reserves the right to cancel this Contract if PROVIDER is presently, or is in the future, on the list of parties excluded from federal procurements.

XXII. EXECUTION:

- A. The parties agree that execution of this document may be made by electronic signatures. The parties may make electronic signatures by typing the name of the authorized signature followed by the words, "electronically signed" or by any other electronic means representing an authorized signature by PROVIDER. PROVIDER shall ensure that only authorized persons may affix electronic signatures to this Agreement and COUNTY may rely that the electronic signature provided by PROVIDER is authentic.
- B. This Agreement has no effect until signed by both parties. The submission of this Agreement to PROVIDER for examination does not constitute an offer. PROVIDER warrants that the persons executing this Agreement on its behalf are authorized to do so.

IN WITNESS WHEREOF, COUNTY and PROVIDER, 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 PROVIDER:



Edward S. Kim
Associate General Counsel

07/29/2026

Date

* * *

FOR COUNTY:

Melissa Agard
Dane County Executive

Date

Scott McDonell
Dane County Clerk

Date

* [print name and title, below signature line of any person signing this document]

SCHEDULE A

Scope of Services

The provider shall provide unarmed event security and parking staff services to the Alliant Energy Center per Dane County RFP #2026-RFP-025-PR.

PROVIDER shall be financially responsible for obtaining and maintaining all required permits, licenses, certifications and bonds required to perform the services and to comply with all applicable municipal, Dane County, State of Wisconsin and Federal laws, regulations, and ordinances. The Provider shall be solely responsible for, and assume liability for, all applicable taxes.

PROVIDER must be properly licensed by the State of Wisconsin as a provider of protective services.

PROVIDER shall maintain, at its on-site office, a current copy of each required permit, license, certification, and bond, and shall make such documentation available to the County within five (5) business days of receipt of written request. The County may also require the Provider to demonstrate compliance with these requirements at any time upon request.

1. **Contractor Policies and Procedures** - Provider will provide and maintain written policies and procedures manual that addresses standard operating procedures for services provided at the AEC.
2. **Staff Conduct and Customer Service:** The Provider shall employ trained staff who are courteous, helpful and considerate in providing services under this Contract. Provider's employees shall not use improper language; act in a loud, boisterous manner; or otherwise behave in an inappropriate or unprofessional manner, as determined by the AEC. The Provider shall emphasize the importance of customer service and shall ensure its staff comply with AEC-directed staffing models and operational decisions. Upon notification by AEC management that an employee has engaged in unacceptable conduct, the Provider shall promptly reassign the employee from AEC duties and, as appropriate, take corrective action up to and including termination. Provider should include any customer service plans with response and how you ensure compliance.

Provider's Employment Responsibility: The Provider shall agree that all service personnel performing services under this Contract shall be employees of the Provider. The Provider retains the sole and exclusive right to hire, supervise, discipline, and discharge its employees and shall be solely responsible for all acts, omissions, and performance of duties.

3. **Licensed:** All staff must be properly licensed in accordance with policies governed by the Wisconsin Department of Safety and Professional Services to include but not limited to the following:
 1. All employees must be at least 18 years of age
 2. Undergo a background check
 3. Provide fingerprints
4. **Training:** Provider will share with County the training program in detail, including any materials that will demonstrate the programs and annually at the contract renewal date. Include the frequency of the training and how the company ensures compliance, as well as copies of training manuals the Provider will utilize.

5. **Minimum schedules:** The AEC will only work with minimum schedules of no more than four hours.
6. **Uniforms:** Workers shall report to work in uniforms appropriate to their roles, including high visibility vests for parking or dock marshalling activities, warm weather clothing, and rain gear as needed. The Provider shall furnish all required uniforms and gear at no cost to the Operator. Uniforms, including high visibility vests for parking and dock marshalling posts, shall be worn at all times while on duty. All uniforms must include at a minimum:
 1. Company Logo
 2. Employee ID Badge
 3. Employee Number
7. **Event Staffing Notice:** The AEC will make reasonable efforts to provide a minimum of three (3) weeks' notice when event-related assistance is required.

In order to provide the staffing level required by AEC, it may be necessary to schedule additional numbers of employees to insure complete coverage at the Event. AEC agrees to absorb the costs for up to five percent (5%) of any overstaffing for events. However, should the overstaffing be in excess of five percent (5%), Provider must obtain written approval from the AEC's onsite event manager. If such written approval is not obtained, AEC shall not be required to compensate Provider for overstaffing in excess of five percent (5%).

If a scheduled event is cancelled for any reason, AEC is not financially responsible for staff that have not embarked to the scheduled shift. In cases where event cancellation occurs less than 24 hours prior to the scheduled shift AEC will review and evaluate, in conjunction with the Provider, any costs associated as a result of the cancellation. AEC will compensate Provider for scheduled posts should they arrive at their scheduled shift prior to sufficient notice of the event cancellation. A three-hour minimum may be compensated per person for shift arrivals that precede a cancelled event notification.

8. **Transportation, Radios, and Traffic Control Devices:** The AEC may provide golf carts or other methods of transportation to move workers between work locations, as necessary. The AEC shall provide two (2) radios for Provider supervisors to communicate with AEC personnel. The provider shall furnish all workers with two-way radios for internal communications. Depending on event staffing levels and operational needs, the Provider may also be required to supply traffic control devices (e.g., flags, wands, whistles).
9. **Punctuality:** It is critical that all workers report to the worksite at their scheduled start time.

AEC will determine appropriate report time for each event allowing enough time for pre-event meetings as necessary.
10. **Screening and Professional Appearance:** Personnel assigned must be neat in appearance and suitable for work in a public setting. The Personnel may not have any history of sexual misconduct or any other criminal history. The Provider is responsible for conducting and required screening, including criminal background checks, and for enforcing dress and appearance standards consistent with AEC requirements.

11. **Work Conditions:** Work performed under this agreement may require standing for extended periods of time on concrete, blacktop or grass in all types of weather conditions.

Provider's personnel shall be provided parking at the Job Site, or off-Job Site parking with a shuttle service to the Job Site, at no cost to Provider or its personnel.

AEC shall supply Provider with a suitable check-in area for employee roll call, office space, and locked storage area for the exclusive use of Provider and its employees.

12. **No smoking, alcohol or drug use is permitted while on duty or at post.** Smoking is permitted only in designated areas and only during authorized breaks. Any member of Provider's staff who is found using alcohol or drugs during a work shift, or who appears intoxicated during a work shift, shall be immediately removed from post and shall be prohibited from working on campus for future events.

13. **AEC Authority to Remove Personnel:** The Executive Director, or designee, has the sole discretion to determine whether a Provider staff member may work on campus. AEC may require the removal of Provider staff from AEC premises or AEC assignments at any time.

14. **Safety Act Provisions:**

Provider and the County agree and acknowledge that if Provider will not be the sole provider of crowd management services at facilities for this Agreement, Provider and the County agree and acknowledge that Provider is not responsible for any claims, losses, damages or liability as a result of the acts or omissions of other third-party providers, not affiliated with Provider.

Provider and the County agree and acknowledge that any protections afforded under the Homeland Security Act of 2002, pertaining to any approvals granted to any Provider Qualified Anti-Terrorism Technologies (QATT) under the "Support Anti-Terrorism by Fostering Effective Technologies Act", shall only apply when Provider's methods and practices as evaluated by the Department of Homeland Security for the applicable Provider QATT are fully implemented. Any deviation from Provider's method and practices for its QATT may nullify and erase the protections afforded under any Provider SAFETY Act approvals.

15. **Reciprocal Waiver of Claims - Qualified Anti-Terrorism Technology:**

(This clause applies only if this Agreement involves the manufacture, sale, use or operation of a Provider Qualified Anti-Terrorism Technology(ies), as defined in accordance with this article.)

(i) This Agreement involves the manufacture, sale, use, or operation of a Qualified Anti-Terrorism Technology(ies), and Provider is either the County's:

(i) contractor, (ii) subcontractor, (iii) supplier, or (iv) vendor, of or for such technologies.

(ii) Pursuant to 6 U.S.C. §443(b) of the SAFETY Act and 6 C.F.R. §25.5(e), under this Reciprocal Waiver of Claims, each Party shall be responsible for Losses, including business interruption losses, that such Party sustains (and for Losses that its employees sustain) resulting from an activity resulting from an Act of Terrorism when the Qualified Anti-Terrorism Technology(ies) has been deployed in defense against or response to or recovery from such Act of Terrorism.

(iii) "Act of Terrorism," "Loss," "Qualified Anti-Terrorism Technology," and "Reciprocal Waiver of Claims," are defined in 6 U.S.C. §§443-444.

16. **SCHEDULE B**
Pricing Structure and Payment

Invoices/Payment:

PROVIDER shall issue an invoice upon completion of services and/or delivery of such deliverables. Invoices must reference the Dane County purchase order number issued for the services/deliverables described herein. Email delivery of invoices is encouraged and preferred – see the Bill To section of the purchase order. Payment shall be made within 30 days of COUNTY's receipt of accepted invoice unless otherwise noted in Schedule B.

Provider's hourly rates shall be as follows:

Regular Time

Position	Unit of Measure	Hourly Rate
ACCOUNT MANAGER	Hour	\$35.00
EVENT MANAGER	Hour	\$35.00
UNARMED SECURITY SUPERVISOR	Hour	\$30.00
PARKING ATTENDANT SUPERVISOR	Hour	\$30.00
UNARMED SECURITY GUARD	Hour	\$27.00
EVENT STAFF/GUEST SERVICES WORKER (i.e. USHER, TICKET TAKER, DOOR GUARD, ETC.)	Hour	\$27.00
TRAFFIC CONTROL ATTENDENT	Hour	\$28.00
PARKING CONTROL ATTENDENT	EA	\$28.00
OPEN GATE RENTAL	EA	\$400.00
OPEN GATE SETUP		\$50.00

Overtime

Position	Unit of Measure	Hourly Rate
ACCOUNT MANAGER	Hour	\$52.50
EVENT MANAGER	Hour	\$52.50
UNARMED SECURITY SUPERVISOR	Hour	\$45.00
PARKING ATTENDANT SUPERVISOR	Hour	\$45.00
UNARMED SECURITY GUARD	Hour	\$40.50
EVENT STAFF/GUEST SERVICES WORKER (i.e. USHER, TICKET TAKER, DOOR GUARD, ETC.)	Hour	\$40.50
TRAFFIC CONTROL ATTENDENT	Hour	\$42.00
PARKING CONTROL ATTENDENT	EA	\$42.00

Percent Increase in Hourly Rate for Years 2-5

Term	Percentage Increase
9/15/2027-9/14/2028	2.5%
9/15/2028-9/14/2029	2.5%
9/15/2029-9/14/2030	2.5%
9/15/2030-9/14/2031	2.5%

AEC shall pay at the rates listed above per employee-hour, with a minimum of four (4) hours per employee (if an employee works in excess of four (4) hours, AEC shall pay in fifteen (15) minute increments).

If State, Federal, local city or county Minimum Wage Standards, applicable Living Wages, governmentally mandated health benefits payments or related levies or taxes or the like are increased or levied, as the case may be, against Provider during this Agreement, the rates paid to Provider by AEC shall be adjusted by addendum to this contract.

If AEC requests a specific Provider employee or specifies certain acceptable employees who may work an Event or position, AEC shall pay the base rate by classification for such employee (e.g., a Supervisor being positioned at a non-Supervisor spot).

AEC shall pay one and one-half (1-1/2) times the rates for all services provided on the following holidays (except as noted, holidays shall be celebrated on the day observed by the Federal Government):

New Year's Day (January 1)	Labor Day
President's Day	Thanksgiving Day
Martin Luther King's Birthday	Christmas Eve
Easter Sunday	Christmas Day (December 25)
Memorial Day	New Year's Eve
Independence Day (July 4)	

If a Provider employee works more than forty (40) hours per week for Events covered by this Agreement, the overtime hours shall be paid by AEC at one and one half (1 1/2) times the rates or as otherwise required by applicable law.