

Dane County Contract Cover Sheet

Revised 01/2023

Res 199

Dept./Division	Land & Water Resources / Land Conservation		
Vendor Name	State of WI Dept of Agriculture	MUNIS #	2394
Brief Contract Title/Description	LWRD has been awarded a cost-share fund transfer from Wisconsin Dept of Agriculture, Trade and Consumer Protection (DATCP) for future nutrient management plans.		
Contract Term	Signing thru 12/31/2026		
Contract Amount	\$36,538		

Contract # Admin will assign	15981
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	Amy Piaget	Name	Susan Mockert
Phone #	608-212-9172	Phone #	608-224-4648
Email	Piaget.Amy@danecounty.gov	Email	susan.mockert@wisconsin.gov
Purchasing Officer			

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

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		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 (\$40,000 PW)	☐ Contract does not exceed \$100,000 (\$40,000 Public Works)		
	☐ Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Res #	199
	☒ A copy of the Resolution is attached to the contract cover sheet.	Year	2025

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

APPROVAL	
Dept. Head / Authorized Designee	
Hicklin, Laura	Digitally signed by Hicklin, Laura Date: 2025.10.22 18:51:16 -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: 10/23/25	Date Out:	☒ Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, October 23, 2025 9:49 AM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Cotillier, Joshua
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #15981
Attachments: 15981.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 10/23/2025 1:54 PM	Approve: 10/23/2025 1:56 PM
	Rogan, Megan	Read: 10/23/2025 10:16 AM	Approve: 10/23/2025 10:16 AM
	Gault, David		
	Cotillier, Joshua	Read: 10/23/2025 1:17 PM	Approve: 10/23/2025 1:30 PM
	Stavn, Stephanie		
	Oby, Joe		

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

Contract #15981
Department: Land & Water Resources
Vendor: DATCP
Contract Description: Cost-Share fund transfer for future nutrient management plans (Res 199)
Contract Term: 11/1/25 – 12/31/26
Contract Amount: \$36,538.00

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. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

Goldade, Michelle

From: Gault, David
Sent: Thursday, October 23, 2025 10:27 AM
To: Goldade, Michelle
Subject: Approve: Contract #15981



Wisconsin Dept. of Agriculture, Trade and Consumer Protection
Agricultural Resource Management Division
2811 Agriculture Drive, PO Box 8911
Madison, WI 53708-8911
Phone: (608) 224-4648 or (608) 224-4610

*Soil and Water Resource
Management Program*

DATCP Received:

Submit transfer requests no later
December 1 of the grant year

Cost-Share Funds Transfer Agreement

Grant Year: 2025 Fund Type: SEG **TOTAL AMOUNT OF TRANSFER: \$36,538** (whole dollars only)

County Transferring Cost-Share Funds: Chippewa County Receiving Cost-Share Funds: Dane

It is understood and agreed that:

- GPR and SEG revenue funds for conservation practices allocated to counties for the grant year indicated above may be transferred from, or to, any county consistent with the terms in the annual grant contracts and ss. ATCP 50.28 (as modified by department waiver), 50.34, and 50.36. A county may not transfer redirected cost-share funds originally awarded as an annual staffing grant.
- The county transferring the cost-share funds ("Transferring County") certifies that it has an uncommitted portion of its cost-share allocation equal to or greater than the transfer amount listed above, has not previously extended the grant funds which are the subject of the transfer, and has approval of its Land Conservation Committee to make these funds available for transfer.
- The county receiving the cost-share funds ("Receiving County") certifies that it has made a commitment to use the transferred funds on one or more specific projects and has the approval of its Land Conservation Committee to accept the transferred funds for cost-sharing on the specific projects.
- The Transferring County agrees to the transfer of funds in the amount listed above to the Receiving County to be used to cost-share projects involving appropriate practices.
- The transfer must be approved by DATCP, consistent with the recommendation of the Land and Water Conservation Board. DATCP will not approve a transfer that exceeds the Transferring County's current available cost-share grant allocation as shown in DATCP's records for the grant year indicated above.
- DATCP is authorized to modify the allocation plan and amend the grant contracts for the Transferring and Receiving Counties to carry out the terms of this AGREEMENT.
- The counties signing this AGREEMENT are responsible for tracking their cost-share balances and accurately calculating transfer amounts. Reimbursement requests submitted to DATCP will be processed in accordance with the revised cost-share amounts authorized by this AGREEMENT. Reimbursement request(s) submitted by either the Transferring County or Receiving County that would create an overage of the revised cost-share grant allocation will not be paid.
- Funds transferred by this Agreement to the Receiving County may be extended into the subsequent grant year for the same project, subject to ss. ATCP 50.34(6).

[Signature]
LCC Chair, County Board Chair, Executive, or Administrator from Transferring County

10-15-25
Date

LCC Chair, or County Board Chair, Executive, or Administrator from Receiving County

Date

After both the transferring county and receiving county have signed this agreement, the receiving county should e-mail it to: datcpswrm@wisconsin.gov.

For DATCP use

The LWCB recommended approval of this transfer of funds through its delegated representative.

Approval of cost-share funds transfer of \$ _____ from _____ County to _____ County to be reflected in the Final Allocation Plan for the grant year indicated above. This Agreement hereby serves as a fully executed amendment to the grant contracts of the two counties signing this Agreement for the grant year indicated above.

Dated this _____ day of _____, 20____.

STATE OF WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION

Dept. of Agriculture, Trade and Consumer Protection, Secretary Designee