

Dane County Contract Addendum Cover Sheet

Revised 06/2021

Res 314

Contract #
Admin will assign

16118

Dept./Division	AIRPORT	Vendor Name	WIS DOA
Brief Addendum Title/Description	DCRA 94-8 Lease extension for one year for 67,550 sq ft of land adjacent to DCRA at 3400 Miller Street.	Vendor MUNIS #	3839
		Addendum Term	4.1.2026-3.31.2027
		Amount (\$)	

Department Contact Information		Vendor Contact Information	
Contact	Cody Castillo	Contact	Gary Mohoney
Phone #	608-246-3391	Phone #	608-266-8183
Email	castillo.cody@msnairport.com	Email	gary.mohoney@wisconsin.gov
Purchasing Officer			

Purchase Order – Maintenance or New PO				
<input type="checkbox"/>	PO Maintenance Needed	Org:	Obj:	Proj:
	PO#	Org:	Obj:	Proj:
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 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 Contracted Amount – List the Original contract info, then subsequent addenda including this new addendum					
A resolution is required when the total contracted amount first exceeds \$100,000. Additional resolutions are then required whenever the sum(s) of any additional addenda exceed(s) \$100,000	Addendum #	Term	Amount	Resolution	
	Original	DCRA 94-8;5 YRS		<input type="checkbox"/> None	Res# 298,94-95
		4/1/26 - 3/31/27		<input type="checkbox"/> None	Res# 2025 RES-314
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
				<input type="checkbox"/> None	Res#
	Total Contracted Amount		\$ 0.00		

Contract Language Pre-Approval – prior to internal routing, this contract has been reviewed/approved by:		
<input type="checkbox"/> Corporation Counsel: Adam Ussher	<input type="checkbox"/> Risk Management:	<input type="checkbox"/> No Pre-Approval

APPROVAL	APPROVAL – Contracts Exceeding \$100,000	
Dept. Head / Authorized Designee	Director of Administration	Corporation Counsel
Castillo, Cody Digitally signed by Castillo, Cody Date: 2026.01.13 16:03:43 -06'00'		

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 1/13/26	Date Out:	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, January 15, 2026 10:18 AM
To: Hicklin, Charles; Patten, Peter; Gault, David; Cotillier, Joshua
Cc: Oby, Joe
Subject: Contract #16118
Attachments: Lease No DCRA 94-8.pdf; 16118.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 1/15/2026 11:52 AM	Approve: 1/15/2026 11:52 AM
	Patten, Peter	Read: 1/15/2026 12:23 PM	Approve: 1/15/2026 12:29 PM
	Gault, David	Read: 1/15/2026 3:21 PM	Approve: 1/15/2026 3:36 PM
	Cotillier, Joshua	Read: 1/15/2026 10:31 AM	Approve: 1/15/2026 10:31 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract....I'm also including a copy of the original lease for reference.

Contract #16118

Department: Airport

Vendor: State of Wisconsin

Contract Description: Extend DCRA Lease #94-8 for another year (Res 314)

Contract Term: 4/1/26 – 3/31/27

Contract Amount: \$

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.

**AUTHORIZING AMENDMENT OF LEASE INVOLVING
LAND AT THE DANE COUNTY REGIONAL AIRPORT**
Lease No. DCRA 94-8

7 Under Lease No. DCRA 94-8 ("Lease"), the State of Wisconsin Department of
8 Administration ("WisDOA") leases from Dane County approximately 67,550 square feet of land
9 located adjacent to the Dane County Regional Airport at 3400 Miller Street, Madison, Wisconsin,
10 where WisDOA stores and maintains State-owned aircraft. Dane County and WisDOA desire to
11 amend the Lease to extend the lease term for one year, through March 31, 2027, while the parties
12 continue negotiations for a long-term lease and future hangar development. The other terms and
13 conditions of the lease remain unchanged. Airport staff have determined that approval of the
14 requested Lease amendment is in Dane County's best interest.

16 **NOW, THEREFORE, BE IT RESOLVED** that the Dane County Executive and the Dane
17 County Clerk are authorized to execute on behalf of Dane County a lease amendment extending
18 the ground lease for one year, as set forth above.



January 9, 2026

BY EMAIL

Gary Mohoney
Real Estate Portfolio Manager
State of Wisconsin
Department of Administration
Division of Facilities & Transportation Services
PO Box 7866
Madison, WI 53707-7866

RE: Lease No. DCRA 94-8 (DOA Lease #505-530) Lease Renewal

Dear Mr. Mohoney,

Consistent with conversations between your team and Executive Director Mark Papko, Dane County is offering a one-year renewal of your ground lease for your current facilities while the parties continue good faith negotiations for a long-term lease and future hangar development.

The one-year renewal will run from April 1, 2026 through March 31, 2027. Rent and charges for this period will continue to be adjusted consistent with Section 5 of the lease.

Please have the appropriate DOA personnel sign, date, and return a copy to me by email at ussher.adam@msnairport.com. Once returned we will take the renewal letter through the County Board process to authorize the County to sign. If you have any questions, please contact me by email or by phone at 608-246-3388

Thanks,

A handwritten signature in black ink that reads "Adam Ussher".

Adam Ussher
Airport General Counsel
Dane County Regional Airport

LESSEE: State of Wisconsin

By: *Gary Mohoney*

Date: 1/9/2026

Print Name: Gary Mohoney

Title: Real Estate Portfolio Manager

LESSOR: Dane County

By: _____ Date: _____
Melissa Agard
Dane County Executive

By: _____ Date: _____
Scott McDonell
Dane County Clerk

CC: Dane County: Mark Papko, Ryan Falch
DOA: David Roessler