

Dane County Contract Cover Sheet

Revised 01/2023

Dept./Division	Sheriff's Office -- Support Service Division		
Vendor Name	City of Madison	MUNIS #	1384
Brief Contract Title/Description	As part of the application process for the 2023 JAG Grant, execution of an MOU is required by County Executive and the Mayor. The 2023 JAG grant shall provide \$28,134 funding to the County as follows: \$13,859 for the Human Services Drug Court Treatment program, \$7,480 to the Sheriff's Office for a narcotics evidence storage cabinet, and \$6,795 for the District Attorney Crime Response Program victim/witness services.		
Contract Term	10/1/23 - 12/31/2024		
Contract Amount	\$28,134		

Contract # Admin will assign	15174
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input checked="" 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 type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Lillian Radivojevic	Name	Jim Powell
Phone #	(608) 284-4801	Phone #	(608) 261-9635
Email	radivojevic@danesheriff.com	Email	jpowell@cityofmadison.com
Purchasing Officer	Pete Patten		

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: SURFSUP	Obj: 47680	Proj:	\$ 7,480.00
	Year	Org: SHRFSUP	Obj: 83139	Proj:	\$ 7,480.00
		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 checked="" type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	
	<input type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	Year	

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
<i>Christopher J. Gygax</i>

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

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 7/27/23	Date Out:	<input type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Thursday, July 27, 2023 10:05 AM
To: Hicklin, Charles; Gault, David; Lowndes, Daniel; Patten (Purchasing), Peter
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #15174
Attachments: Pages from 14808.pdf; 15174.pdf

Importance: High

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 7/27/2023 10:07 AM	Approve: 7/27/2023 10:07 AM
	Gault, David	Read: 7/27/2023 10:31 AM	
	Lowndes, Daniel		Approve: 7/27/2023 10:48 AM
	Patten (Purchasing), Peter		Approve: 7/27/2023 11:51 AM
	Stavn, Stephanie	Read: 7/27/2023 11:33 AM	
	Oby, Joe		

Please note – the Sheriff’s Dept is working on a coversheet for this but I’ve attached the coversheet from last year’s MOU because it’s basically the same except that the dates and dollar amount have changed. I wouldn’t normally do it this way but it’s a rush.

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

Contract #15174
Department: Sheriff
Vendor: City of Madison
Contract Description: MOU to Apply for a Byrne Memorial Justice Assistance Grant
Contract Term: 10/1/23 – 12/1/2
Contract Amount: \$28,134.00

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 in accordance with COVID 19 response guidelines.

Goldade, Michelle

From: Pabellon, Carlos
Sent: Thursday, July 27, 2023 11:26 AM
To: Goldade, Michelle
Cc: Gault, David
Subject: RE: Contract #15174

Looks like this is just a grant we're receiving from the Sheriff's Office. It's approved.

From: Goldade, Michelle <Goldade@countyofdane.com>
Sent: Thursday, July 27, 2023 11:13 AM
To: Pabellon, Carlos <Pabellon@countyofdane.com>
Cc: Gault, David <Gault@countyofdane.com>
Subject: RE: Contract #15174

They are...I didn't have a coversheet from the Sheriff's Office yet because it was a rush but the coversheet I attached was for the same contract, just from last year. The only thing that had changed was the dates and the amount.

I have it now so here's the full contract with the correct coversheet.

Michelle

From: Pabellon, Carlos <Pabellon@countyofdane.com>
Sent: Thursday, July 27, 2023 11:08 AM
To: Goldade, Michelle <Goldade@countyofdane.com>
Cc: Gault, David <Gault@countyofdane.com>
Subject: RE: Contract #15174

Dave is still handling these contracts to my knowledge, but I do have a concern: the attachments are for 2 different contracts.

From: Goldade, Michelle <Goldade@countyofdane.com>
Sent: Thursday, July 27, 2023 11:03 AM
To: Pabellon, Carlos <Pabellon@countyofdane.com>
Subject: FW: Contract #15174
Importance: High

Hey Carlos – I see that Dave is offline...any chance you can approve this as it's a rush?

Thanks,
Michelle

From: Goldade, Michelle
Sent: Thursday, July 27, 2023 10:05 AM
To: Hicklin, Charles <Hicklin@countyofdane.com>; Gault, David <Gault@countyofdane.com>; Lowndes, Daniel <Lowndes@countyofdane.com>; Patten (Purchasing), Peter <Patten.Peter@countyofdane.com>
Cc: Stavn, Stephanie <Stavn@countyofdane.com>; Oby, Joe <Oby.Joe@countyofdane.com>

Subject: Contract #15174

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Department: Sheriff

Vendor: City of Madison

Contract Description: MOU to Apply for a Byrne Memorial Justice Assistance Grant

Contract Term: 10/1/23 – 12/1/2

Contract Amount: \$28,134.00

Michelle Goldade

Administrative Manager

Dane County Department of Administration

Room 425, City-County Building

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

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Fax: 608/266-4425

TDD: Call WI Relay 711

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Memorandum of Understanding
Between
The City of Madison and Dane County

The City of Madison and Dane County wish to participate in and obtain the benefits of the FY2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. As part of the application process, the parties are required to submit a proposed plan for the allocation and administration of the funds awarded. The City of Madison by Mayor Satya Rhodes-Conway and Dane County by Executive Joseph Parisi have prepared and signed this Memorandum of Understanding (MOU) for the aforementioned purpose. It is understood that acceptance of the MOU by each of these agencies is contingent upon the adoption of the required authorizing resolutions by appropriate governing bodies. Conditioned on the foregoing, the parties state as follows:

The City of Madison and Dane County agree to the proposal for the allocation of the \$111,454 awarded under the FY2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program:

1. Funding will be allocated as follows:

Dane County will receive \$28,134 that shall be used as follows:

- \$13,859 for the Human Services Drug Court treatment program
- \$7,480 to the Sheriff's Office for a narcotics evidence storage cabinet
- \$6,795 for the District Attorney Crime Response Program victim/witness services

The City of Madison Police Department will receive \$83,320 that shall be used as follows:

- \$24,934 for voice actuators for the Special Events Team
- \$50,970 in overtime and \$7,416 on benefits for a records consolidation and storage project

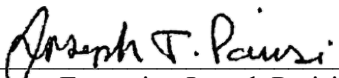
Any interest earned will be applied toward the administrative costs of the Madison Police Department.

For the purposes of this MOU, the funds will be used from the start date of the grant award through the calendar year of 2024.

2. The parties agree that the City of Madison will apply for and administer the FY2023 Edward Byrne Memorial Justice Assistance Grant. Administration of the grant includes the following:
 - Each agency receiving funding through this grant will request reimbursement of expenses on a quarterly basis from the Madison Police Department (MPD). The MPD will not be responsible for sending reminders to the County regarding completion of requests for reimbursement.
 - Reimbursement requests will include documentation of expenses as required under federal guidelines for grant expenditures.
 - The final requests for reimbursement must be submitted no later than January 15, 2025.
 - Each agency receiving funding will also complete quarterly performance measures, which provide data that measures the results of their work. These reports will be due no later than fifteen days after the close of each quarter. Performance measure information will be provided to the County upon receipt of the formal grant award.
 - Each agency will complete a semiannual progress report and submit it to MPD no later than July 15 and January 15 of each year the grant is active. The format for the


annual progress report will be provided to the County upon receipt of the formal grant award.

- Each agency receiving funding through this grant agrees to comply with any additional reporting requirements that are required by the grant-awarding agency as a condition of the grant.
 - If the County fails to complete timely reports, funding may be reallocated at the discretion of the Chief of Police for the City of Madison.
3. Each agency is solely responsible to ensure that all items for which they are reimbursed meet the federal requirements for use of funds, including but not limited to all non-supplanting criteria.



County Executive Joseph Parisi
For Dane County

Date 7/27/2023



Mayor Satya Rhodes-Conway
For the City of Madison

Date July 25, 2023