

Dane County Contract Cover Sheet

RES 075

Revised 01/2024

Dept./Division	Sheriff's Office Field Services Division		
Vendor Name	WI Department of Justice, DCI	MUNIS #	2155
Brief Contract Title/Description	Authorizing grant funding to reimburse the Sheriff's Office, Drug Task Force for overtime expenses, supplies, and equipment related to the seizure of cultivated marijuana in Dane County.		
Contract Term	10/1/2023 - 9/30/2024		
Contract Amount	\$5,000		

Contract # Admin will assign	15534
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	Lillian Radivojevich	Name	Amy L. Lorenz
Phone #	(608) 284-4801	Phone #	(414) 227-2100
Email	radivojevich@danesheriff.com	Email	lorenzal@doj.state.wi.us
Purchasing Officer	Megan Rogan		

Purchasing Authority	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$13,000 – \$44,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$44,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$44,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$44,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	Amount
		SHRFFLD	personnel services		\$ 2,500.00
		SHRFFLD	30544		\$ 2,500.00
	Year	SHRFFLD	80537		\$ 5,000.00

Budget Amendment	
<input checked="" 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	<input checked="" type="checkbox"/> Contract does not exceed \$100,000	Res #	075
	<input type="checkbox"/> Contract exceeds \$100,000 – resolution required.	Year	2024
	<input type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

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	
Nygaard, Christopher	Digitally signed by Nygaard, Christopher Date: 2024.06.28 06:19:33 -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: 7/2/24	Date Out: _____	<input type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Tuesday, July 2, 2024 3:39 PM
To: Hicklin, Charles; Pabellon, Carlos; Rogan, Megan; Cotillier, Joshua
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #15534
Attachments: 15534.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 7/2/2024 4:12 PM	Approve: 7/2/2024 4:12 PM
	Pabellon, Carlos		Approve: 7/2/2024 4:20 PM
	Rogan, Megan	Read: 7/2/2024 3:42 PM	Approve: 7/2/2024 3:42 PM
	Cotillier, Joshua		Approve: 7/3/2024 9:46 AM
	Stavn, Stephanie	Read: 7/3/2024 10:07 AM	
	Oby, Joe		

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

Contract #15534

Department: Sheriff

Vendor: WI Dept of Justice

Contract Description: MOU for grant funding to reimburse Sheriff Dept/Drug Task Force for OT expenses, supplies & equipment (Res 075)

Contract Term: 10/1/23 – 9/30/24

Contract Amount: \$5,000.00

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.

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2024 RES-075

**AUTHORIZING ACCEPTANCE OF GRANT FUNDS FROM THE CANNABIS
ENFORCEMENT AND SUPPRESSION EFFORT (CEASE) PROGRAM**

Marijuana is a drug grown within U.S. borders. The federal Drug Enforcement Agency (DEA) is aggressively striving to halt the spread of cannabis cultivation in the United States. To halt the spread of marijuana cultivation in the United States, the DEA has initiated the domestic Cannabis Eradication and Suppression Effort (CEASE) Program, a nationwide grant program that exclusively targets marijuana.

Dane County Sheriff's Office is an active member agency involved in the CEASE Program, a law enforcement initiative directed at the reduction of cultivated and non-cultivated marijuana throughout the State of Wisconsin and provides financial support to state and local law enforcement agencies to curb marijuana cultivation, distribution and use.

The CEASE Program, administered by the Wisconsin Department of Justice, Division of Criminal Investigation (DCI) will reimburse the Sheriff's Office, Drug Task Force for overtime expenses, supplies, and equipment related to the seizure of cultivated marijuana in Dane County.

NOW, THEREFORE, BE IT RESOLVED the Dane County Executive is hereby authorized to execute a Memorandum of Understanding on behalf of the County of Dane and, the Sheriff's Office is hereby authorized to accept grant funding, administered by the Wisconsin Department of Justice, for criminal investigations for state and local law enforcement agencies, to curb marijuana cultivation, distribution and use, in the amount of \$5,000; and

BE IT FURTHER RESOLVED that \$5,000 is appropriated in the Sheriff's Office revenue account line SHRFFLD 80537, CEASE Grant Revenue, and is credited to the General Fund.

BE IT FURTHER RESOLVED that \$5,000 is transferred from the General Fund to the following Sheriff's Office account lines:

Overtime – CEASE DCNTF (SHRFFLD NEW)	\$2,000
Retirement Fund (SHRFFLD 10099)	\$300
Social Security (SHRFFLD 10108)	\$150
Workers Compensation (SHRFFLD 10189)	\$50
	\$2,500
CEASE Grant Expense (SHRFFLD 30544)	\$2,500
TOTAL	\$5,000

BE IT FINALLY RESOLVED that grant funds not expended as of December 31, 2024 be carried forward until fully utilized.

Wisconsin CEASE Program

(Cannabis Enforcement and Suppression Effort)

Memorandum of Understanding

Under Wisconsin Cannabis Enforcement and Suppression Effort (WI CEASE), the Wisconsin Department of Justice, Division of Criminal Investigation (DCI) will provide reimbursement to each participating county/task force/agency for overtime expenses associated with the eradication and suppression of illegal marijuana as outlined in the WI CEASE Standard Operating Procedures (SOP).

As a condition of receiving funds under WI CEASE, the undersigned hereby agrees to:

1. Appoint a WI CEASE agency coordinator and alternate
2. Submit a completed Marijuana Eradication Report (MER), for **any and all marijuana seizures** within their jurisdiction (whether overtime is being reimbursed or not) that meet the following requirements:
 - Any number of plants
 - One or more pounds of processed marijuana
 - One or more ounces of THC wax/oil or THC edibles
3. Request reimbursement earned conducting marijuana operations or processing of qualifying seizures of evidence on the date seized using the actual overtime rate of the officer/agent (fringe benefits are not included)
4. Submit any MER or MER & overtime reimbursement requests on a "by event" basis

All FY2024 requests for reimbursement must be earned between October 1, 2023 to September 30, 2024.

WI CEASE is funded through the Drug Enforcement Administration (DEA), Domestic Cannabis Eradication/Suppression Program (DCE/SP) via a Letter of Agreement with DCI. In turn, DCI is able to reimburse participants through this MOU. Therefore, there is not a CFDA number associated. Because reimbursements are funded by DEA, WI CEASE runs on the federal fiscal year. (reimbursements are typically paid via Automated Clearing House (ACH) on a quarterly basis).

Reimbursements received through WI CEASE apply to the federal per officer reimbursement limits

Agency Information			
Agency Name	Dane County Narcotics Task Force		
Agency Address	211 S Carroll St	City	Madison
		State	WI
		Zip	53703
Primary Coordinator		Alternate Coordinator	
Title/Name	Sgt. Nick Skrepenski	Title/Name	Lt. Kipp Hartman
Email	nskrepenski@cityofmadison.com	Email	khartman@ciytofmadison.com
Cell Phone	608-242-2302	Cell Phone	608-209-9004
Signature			
Head of Agency			Date
Title/Name	Jamie Kuhn, Dane County Executive		

Form Due By: July 25, 2024

After Digital Signature Submit by Email

or

Print for Written Signature

Email to cease@doj.state.wi.us

Revised June 2024