

CONTRACT FORM1684 R6

See procedures in: Notes below (hover over red triangles) and Forms Library/Contracts

Check one: ☒ Preliminary Form

Print this completed form as a pdf. Upload the pdf to DocuSign when circulating any contract or amendment for signatures.

☐ Corrected Form

Date of correction:

Upload corrections to DocuSign.

CONTRACT TYPE (select from one dropdown box below)

Next step (depending on the Type you selected):

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(Procurement Contract Types)

Enter as a Requisition in Infor. Circulate the Contract in DocuSign with this 1684 form.

(payments tracked in another system)

Tracking system may interface with Infor. Circulate the Contract in DocuSign with this form.

(no transaction)

No commitment is needed in Infor. Circulate the Contract in DocuSign with this 1684 form.

(only revenue transaction)

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CONTRACT SUBTYPE (select from dropdown box below)

INFOR CONTRACT NO. if applicable

CONSULTING

2728

CONTRACT CLASSIFICATION & AGENCY NAME (select from dropdown box below)

ADVANTAGE CONTRACT NO. if applicable

450 DISTRICT ATTORNEY

CONTRACT SUBCLASSIFICATION (LOW ORG.) (select from dropdown box below)

DEPARTMENT'S INTERNAL CONTRACT NO. if applicable

4501 DISTRICT ATTY - GENERAL

MMDEG 2024 (18546) - 3

SUPPLIER or other party to the contract

SUPPLIER'S or other party's ADDRESS

City of West Allis Police Department

11301 West Lincoln Avenue

SUPPLIER TAX I.D.

SUPPLIER #

COMMODITY CODE (or list by Line below)

NEW or

AMEND

West Allis, WI 53227

39-600561

5242

92-10-15

X

EFFECTIVE DATES: effective date expiration date

LENGTH OF CONTRACT (IN MONTHS)

AMENDMENT ONLY: DOLLAR CHANGE

TOTAL CONTRACT AMOUNT

01/01/24

12/31/24

12

\$ 46,824.00

ACCOUNTING INFORMATION

Year to be Committed or Earned	Line No.	Commodity Code	Agency	Org.	Account	Activity	Function	Reporting Category	Project / Job / Grant	Fund	Item Description	Item Description 2	Amount to be Committed or Earned
2024	01	92-10-15	450	4501	60111	1D1DG				10001	2024 Encumbrance Original Agreement	Intergovernmental Agreement - WAPD MMDEG	\$ 46,824.00

NAME OF CONTRACT

2024 Intergovernmental Agreement between the MCDAO and WAPD for MMDEG Task Force Reimbursement

DESCRIPTION (PURPOSE OF CONTRACT)

2024 agreement to reimburse the West Allis Police Department for a portion of the the 2024 salary and fringe costs of a WAPD officer assigned to the Milwaukee Metropolitan Drug Enforcement Group task force, up to a maximum of \$46,824, provided that WIDOG grant funds are available in that amount. Payments are 100 percent grant-funded. [DocuSign Envelope 6824ebe5-bb50-4d54-8307-694245c895e5]

Was Board approval or passive review received prior to contract execution or contract amendment or extension? Check one:

☒ If YES, attach and list County Board File

No. or Mental Health Board Agenda Item: 2024 County Budget

Approved or 11/09/23

☐ If NO, why is Board approval not required?

Does this contract require payment before services are rendered?

YES NO

The County does not prepay for services. Draft the contract to require the Contractor to invoice the County once services are provided.

Will this contract be fully signed before work is performed?

YES NO

Is Supplier certified as:

DBE? YES MBE? YES WBE? YES SBE? YES

Karen Loebel

12/26/23

Deputy District Attorney

Prepared By

Date

Title

Karen Loebel

12/26/2023

Deputy District Attorney

Signature of County Administrator

Date

Title

Print this page as a pdf. Upload that pdf to DocuSign. Use DocuSign to obtain the Signature of County Administrator.



OFFICE OF THE DISTRICT ATTORNEY
Milwaukee County

JOHN T. CHISHOLM • District Attorney

Chief Deputy Kent L. Lovern, Deputies Lovell Johnson, Jr., Jeffrey J. Altenburg, Karen A. Loebel,
 Elisabeth Mueller, Matthew J. Torbenson, Bruce J. Landgraf

**2024 Intergovernmental Agreement between the Milwaukee County District Attorney's
 Office and the West Allis Police Department**

2024 Reimbursement Procedure for MMDEG Task Force Participation

In November of 2004, the Supervisory Commission of the Milwaukee Metropolitan Drug Enforcement Group (MMDEG) voted to transfer administrative and fiscal responsibility for the MMDEG grant from the Sheriff's Office to the District Attorney's office, effective January 1, 2005. The Sheriff's Office had served as the fiscal and administrative director of the MMDEG grant from 1999-2004, succeeding the District Attorney's Office, which served in that role from 1989-98.

This intergovernmental agreement, under Wis. Stat. § 66.0301 and the 2024 county budget, authorizes the District Attorney's office to reimburse municipal police departments for the salaries and fringe benefits of police officers assigned full-time to MMDEG. This reimbursement to municipal police departments is offset entirely by federal and state revenue from the 2021 and 2022 JAG Drug Task Force Grants (Grant ID numbers 17874 and 18546, for calendar years 2023 and 2024, respectively) from the Wisconsin Department of Justice (WIDJ); it has no tax levy effect.

In 2024, the West Allis Police Department will assign one police officer to work full-time in the MMDEG police unit. The District Attorney's office will reimburse the West Allis Police Department for approximately 34 percent of the straight-time salary and fringe benefits of its officer, up to a maximum reimbursement of \$46,824, provided MMDEG grant funds are available in that amount, as authorized in the 2024 county budget, and as contained in the 2024 MMDEG grant budget, which was approved by the MMDEG Supervisory Commission on November 7, 2023.

The obligations under this agreement are contingent upon the award of a grant by the WIDJ in the amount of \$543,365 in connection with an application identified as "2022 JAG Drug Task Force Grant ID 18546." That award, which is for calendar year 2024, is comprised of funds from two sources: federal funds from the US Department of Justice, Edward Byrne Memorial Justice Assistance Grant (Byrne JAG) Program, and state penalty assessment dollars. The federal portion, \$321,147, comprises approximately 60 percent of the grant award; the state penalty assessment portion, \$222,218, makes up approximately 40 percent. WIDJ will not receive the FY 2024 Byrne JAG award from the U.S. Department of Justice (USDJ) until about May of 2024. WIDJ will make the state penalty assessment portion of the grant award available on January 1, 2024. The parties anticipate that the penalty assessment portion of the award will fund the MMDEG project until mid-to-late May 2024. However, funding under this contract, and District Attorney reimbursement for the costs of the West Allis officer assigned to MMDEG, will end in the event that WIDJ does not receive the federal Byrne JAG award by the point that the state penalty assessment funds run out.

The West Allis Police Department will submit monthly claims to the District Attorney's office for reimbursement of approximately one-twelfth of the amount authorized for reimbursement for the straight-time salary and fringe benefits of its officers, provided MMDEG grant funds are available for the entire year. For 2024, the monthly claim will be \$3902.00 ($\$46,824 / 12 = \3902). The claims will be reviewed and approved by the MMDEG police director to verify the hours worked by the officers before payment by the District Attorney's office.

MMDEG is not a legal entity or governmental body corporate; rather, it is a multi-jurisdictional task force, comprised of the Milwaukee County District Attorney's Office and the Milwaukee, South Milwaukee, and West Allis Police Departments. Therefore, financial responsibility for claims or damages arising out of the wrongful, intentional, reckless, or negligent acts or omissions of the West Allis officer assigned to MMDEG, while the officers are performing or engaged in MMDEG task force activities, shall rest solely with the West Allis Police Department and the city of West Allis.

In the performance of work under this contract, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, national origin, age, sex, or handicap. The Contractor shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

The Contractor, its officers, directors, agents, partners and employees shall allow the County Audit Services Division and department contract administrators (collectively referred to as Designated Personnel) and any other party the Designated Personnel may name, with or without notice, to audit, examine and make copies of any and all records of the Contractor, Lessee, or other party to the contract, related to the terms and performance of the Contract for a period of up to three years following the date of last payment, the end date of this contract, or activity under this contract, whichever is later. Any subcontractors or other parties performing work on this Contract will be bound by the same terms and responsibilities as the Contractor. All subcontracts or other agreements for work performed on this Contract will include written notice that the subcontractors or other parties understand and will comply with the terms and responsibilities. The Contractor, Lessee, or other party to the contract, and any subcontractors understand and will abide by the requirements of Section 34.09 (Audit) and Section 34.095 (Investigations Concerning Fraud, Waste, and Abuse) of the Milwaukee County Code of General Ordinances.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.]

The following Parties hereby execute this Agreement:

FOR MILWAUKEE COUNTY:

BY: Karen Loebel DATE: 12/26/2023

NAME: Karen Loebel

TITLE: Deputy District Attorney

DEPARTMENT: District Attorney Office

FOR West Allis Police Department :

BY: Robert Fletcher DATE: 2/5/2024

NAME: Robert Fletcher

TITLE: Deputy Chief of Police

REVIEWED AS TO INSURANCE REQUIREMENTS:

BY: Adam J. Abelson DATE: 12/27/2023

Risk Manager

Office of Risk Management

**APPROVED WITH REGARDS TO COUNTY
ORDINANCE CHAPTER 42:**

BY: Lamont Robinson DATE: 12/27/2023

Office of Economic Inclusion

**APPROVED AS TO FUNDS AVAILABLE PER
WISCONSIN STATUTES §59.255(2)(e):**

BY: [Signature] DATE: 1/31/2024

Milwaukee County Comptroller

Office of the Comptroller

**APPROVED REGARDING FORM AND
INDEPENDENT CONTRACTOR STATUS:**

BY: [Signature] DATE: 12/27/2023

Corporation Counsel

Office of Corporation Counsel

**REVIEWED AND APPROVED BY THE COUNTY
EXECUTIVE:**

BY: [Signature] DATE: 2/1/2024

David Crowley, County Executive

Office of the County Executive

**APPROVED AS COMPLIANT UNDER
§59.42(2)(b)5, STATS.:**

BY: [Signature] DATE: 2/2/2024

Corporation Counsel

Office of Corporation Counsel



COMMUNITY BUSINESS DEVELOPMENT PARTNERS

MILWAUKEE COUNTY

DBE Participation Recommendation

FUNDING SOURCE

☐ Local ☒ State ☒ Federal ☒ Grant If Federally Funded, what percentage? 60 %
 Federal Source of Funds: FAA FTA DOT (includes WisDOT) Other: Byrne JAG 18546

CONTACT INFORMATION

Contract Administrator: Karen Loebel Phone: 414 278-4626 Date: 12/26/2023
 Email Address karen.loebel@da.wi.gov Fund: 10001 Agency: 450 Org No. 4501

PROJECT INFORMATION

Project Name: 2024 Milwaukee Metropolitan Drug Enforcement Group (MMDEG) Project No.: MMDEG 2024 (18546-3)

Contract Scope/Project Description (**attach scope/description of work or estimating sheet**):

MMDEG is a multi-jurisdictional drug task force. The contractor, the West Allis Police Department, is a municipality providing investigative services to the task force pursuant to a federal Byrne-JAG grant administered by the Wisconsin Department of Justice, under the terms of the Intergovernmental Agreement which is included with this submission.

Contracting Opportunities (List NAICS codes): _____

RFP/BID will be used (Yes/No) No Advertising Date: N/A Bid/Proposal Due Date: N/A

TYPE OF PROJECT

<u>Professional Services</u>	<u>Estimated Amount</u>	<u>Estimated Reimbursable</u>	<u>Recommended Participation</u>
	<u>\$ 46,824.00</u>	<u>\$ 0</u>	<u>0</u> %

<u>Construction Related</u>	<u>Estimated Amount</u>	<u>Estimated Allowance</u>	<u>Recommended Participation</u>
_____	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u> %
_____	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u> %

APPROVALS

Is county board approval required? Budget Yes _____ No Resolution #: 2024 Budget (**attach resolution**)

WAIVER REQUEST

Request for a goal of 0% requires signature of department head, a full scope of project and explanation.

Explanation: The consultant is a municipality providing investigative services to the Milwaukee Metropolitan Drug Enforcement Group task force

Karen Loebel Karen Loebel 12/26/2023
 Department/Division Administrator Name Signature Date

CBDP USE ONLY

Concur with Recommendation _____, or provide the following goals: _____ %

This contract is exempt from a participation goal: _____ Yes _____ No

Approved: Lamont Robinson Date: 12/27/2023

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MMDEG 2024 (18546) - 3

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5242

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☐ If YES, attach and list County Board File No. or Mental Health Board Agenda Item: Pending Legistar 24-256

Approved or Anticipated March 21, 2024

☐ If NO, why is Board approval not required?

Does this contract require payment before services are rendered?

YES NO

The County does not prepay for services. Draft the contract to require the Contractor to invoice the County once services are provided.

Will this contract be fully signed before work is performed?

YES NO

Is Supplier certified as:

DBE? YES MBE? YES WBE? YES SBE? YES

Karen Loebel

01/31/24

Deputy District Attorney

Prepared By

Date

Title

Deputy District Attorney

Signature of County Administrator

Date

Title

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☐ If YES, attach and list County Board File No. or Mental Health Board Agenda Item: Pending Legistar 24-256

Approved or Anticipated March 21, 2024

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☐ YES ☒ NO

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Will this contract be fully signed before work is performed?

☒ YES ☐ NO

Is Supplier certified as:

DBE? ☐ YES MBE? ☐ YES WBE? ☐ YES SBE? ☐ YES

Karen Loebel

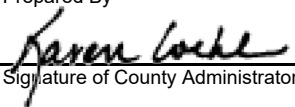
01/31/24

Deputy District Attorney

Prepared By

Date

Title



01/31/24

Deputy District Attorney

Signature of County Administrator

Date

Title

Print this page as a pdf. Upload that pdf to DocuSign. Use DocuSign to obtain the Signature of County Administrator.

Certificate Of Completion

Envelope Id: 6824EBE5BB504D548307694245C895E5

Status: Completed

Subject: Please DocuSign: 2024 Intergovernmental Agreement MCDAO - WAPD; MMDEG Task Force Reimbursement

Source Envelope:

Document Pages: 7

Signatures: 11

Envelope Originator:

Certificate Pages: 6

Initials: 0

Karen Loebel

AutoNav: Enabled

633 W. Wisconsin Ave.

Enveloped Stamping: Enabled

Suite 901

Time Zone: (UTC-06:00) Central Time (US & Canada)

Milwaukee, WI 53203

karen.loebel@da.wi.gov

IP Address: 165.189.75.1

Record Tracking

Status: Original

Holder: Karen Loebel

Location: DocuSign

12/26/2023 11:47:23 AM

karen.loebel@da.wi.gov

Signer Events**Signature****Timestamp**

Karen Loebel

karen.loebel@da.wi.gov

Deputy District Attorney

State of Wisconsin

Security Level: Email, Account Authentication
(None)Signature Adoption: Pre-selected Style
Using IP Address: 165.189.75.1

Sent: 12/26/2023 12:08:56 PM

Viewed: 12/26/2023 12:09:09 PM

Signed: 12/26/2023 12:09:55 PM

Electronic Record and Signature Disclosure:

Accepted: 10/2/2019 1:52:50 PM

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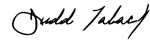
Judd Taback

Judd.Taback@milwaukeecountywi.gov

Assistant Corp. Counsel, Office of Corporation
Counsel

Milwaukee County

Signing Group: Corporation Counsel

Security Level: Email, Account Authentication
(None)Signature Adoption: Pre-selected Style
Using IP Address: 204.194.251.5

Sent: 12/26/2023 12:09:57 PM

Viewed: 12/27/2023 10:09:08 AM

Signed: 12/27/2023 10:10:06 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Lamont Robinson

lamont.robinson@milwaukeecountywi.gov

Director, CBDP

Milwaukee County

Signing Group: Office of Economic Inclusion

Security Level: Email, Account Authentication
(None)Signature Adoption: Pre-selected Style
Using IP Address: 204.194.251.3

Sent: 12/26/2023 12:09:58 PM

Viewed: 12/27/2023 7:43:51 AM

Signed: 12/27/2023 7:44:01 AM

Electronic Record and Signature Disclosure:

Accepted: 3/11/2022 1:45:06 PM

ID: be35eacc-f2fa-4b7c-8e88-b25355c2d517

Comptroller

comptrollersignature@milwaukeecountywi.gov

Comptroller

Milwaukee County

Security Level: Email, Account Authentication
(None)Signature Adoption: Uploaded Signature Image
Using IP Address: 204.194.251.5

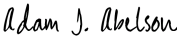

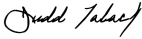

Sent: 12/26/2023 12:09:59 PM

Viewed: 1/11/2024 4:03:26 PM

Signed: 1/31/2024 3:24:40 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Adam J. Abelson Adam.Abelson@milwaukeecountywi.gov Director of Risk Management Signing Group: Risk Management Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 204.194.251.5	Sent: 12/26/2023 12:09:59 PM Viewed: 12/27/2023 11:07:18 AM Signed: 12/27/2023 11:07:33 AM
County Executive David Crowley David.Crowley@milwaukeecountywi.gov Milwaukee County Executive Milwaukee County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Uploaded Signature Image Using IP Address: 174.192.130.194 Signed using mobile	Sent: 1/31/2024 3:24:43 PM Viewed: 2/1/2024 9:15:59 AM Signed: 2/1/2024 9:16:07 AM
Judd Taback Judd.Taback@milwaukeecountywi.gov Assistant Corp. Counsel, Office of Corporation Counsel Milwaukee County Signing Group: Corporation Counsel Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 204.194.251.5	Sent: 2/1/2024 9:16:10 AM Viewed: 2/2/2024 10:53:37 AM Signed: 2/2/2024 10:53:45 AM
Robert Fletcher RFletcher@westallswi.gov Deputy Chief of Police West Allis Police Department Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/5/2024 1:01:50 PM ID: 0997f11a-b439-48f4-a58b-7f1bd08e468d	 Signature Adoption: Pre-selected Style Using IP Address: 216.56.108.96	Sent: 2/2/2024 10:53:48 AM Viewed: 2/5/2024 1:01:50 PM Signed: 2/5/2024 1:03:41 PM

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
AP Copy APcontracts@milwaukeecountywi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 6/1/2021 7:49:55 AM ID: 277c9bf9-4872-4c44-b14a-76b235e8006d	<div>COPIED</div>	Sent: 2/5/2024 1:03:43 PM

Carbon Copy Events	Status	Timestamp
Joseph Lamers Joseph.Lamers@milwaukeecountywi.gov Director, Milwaukee County Office of Strategy, Budget and Performance Milwaukee County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 2/5/2024 1:03:43 PM
Procurement procurementapprovalrequest@milwaukeecountywi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 2/5/2024 1:03:43 PM
Anna Thomas Anna.Thomas@da.wi.gov Financial Manager Milwaukee County DA's Office Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 2/5/2024 1:03:45 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/26/2023 12:08:56 PM
Envelope Updated	Security Checked	12/26/2023 12:38:10 PM
Envelope Updated	Security Checked	12/26/2023 12:38:10 PM
Envelope Updated	Security Checked	1/31/2024 1:40:58 PM
Envelope Updated	Security Checked	1/31/2024 1:40:58 PM
Envelope Updated	Security Checked	1/31/2024 1:48:59 PM
Envelope Updated	Security Checked	1/31/2024 1:48:59 PM
Certified Delivered	Security Checked	2/5/2024 1:01:50 PM
Signing Complete	Security Checked	2/5/2024 1:03:41 PM
Completed	Security Checked	2/5/2024 1:03:45 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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To advise Wisconsin Milwaukee County of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at plee@milwcnty.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

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- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to plee@milwcnty.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">• Allow per session cookies• Users accessing the internet behind a Proxy Server must enable HTTP

	1.1 settings via proxy connection
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** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

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