

**Contract Between Milwaukee County
and
Board of Regents of the University of Wisconsin System**

By this contract, Milwaukee County (County), pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes, and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin-Extension, Cooperative Extension Division (Extension), agree as follows:

1. **Term** - The term of this contract is January 1, 2015 through December 31, 2015 or until amended, renewed or terminated as defined in section 4.E.

2. **Extension** - Extension agrees to:

A. Conduct programs in:

- 1) Agriculture, agribusiness, and horticulture;
- 2) Youth development and 4-H;
- 3) Home economics and family living, and;
- 4) Community, natural resources, and economic development.

B. Annually, furnish to the County a report of what was billed, what was spent, and the remaining balance.

3. **County** - In consideration of the programs that Extension provides to County under this contract, the County agrees to:

A. Pay to Extension the County share of program costs.

For the fiscal period of January 1, 2015 through December 31, 2015, the County will pay \$172,282. This is allocated as follows:

Salaries of professional staff members	\$94,827
Fringe benefits	44,341
Subtotal	139,168
LTEs/Students (salary & fringes)	20,000
Travel and S&E	13,114
Total amount to be billed:	\$172,282

B. Provide travel and appropriate job expenses to the staff, office facilities and equipment, office supplies and demonstration materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items through regular County budgetary procedure.

C. Participate and advise in the selection, direction, evaluation, and other personnel management of Extension employees.

4. **Conditions** - This contract is established under the following conditions:

- A. Any employees hired pursuant to this contract are employees of the University of Wisconsin-Extension, and are subject to the personnel rules, policies, and procedures for faculty or academic staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents of the University of Wisconsin System, and, or Extension.
- B. Upon the receipt of the completed contract, for the fiscal period January 1, 2015 through December 31, 2015, Extension shall bill the County at (address): _____
attention: _____, for the contract amount, \$172,282. There will be two billings; \$83,180 upon full execution of this contract, and \$89,102 in September, 2015. The County shall pay the amount billed within 30 days of the billing.
- C. The State of Wisconsin, and consequently the Board of Regents of the University of Wisconsin System as an agency of the State, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees and agents while acting within the scope of their employment or agency. Since this is statutory indemnification, there is no liability policy as such that can extend protection to any others.
- D. Nondiscrimination/Affirmative Action - During the performance of work under this contract, Extension agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.
- E. Any additions, changes, modifications or renewals of this contract are subject to the consent and approval of both parties. Intent to terminate the contract requires sixty (60) days notice by either party. If the county terminates the contract, the county is responsible for paying out their share of non-cancellable commitments: primarily vacation and vacation banked through the Accumulated Leave Reserve Account (ALRA).
- F. In relation specifically to the County 4-H program, Milwaukee County agrees to provide volunteer leader coverage as offered through our liability policy with the Wisconsin County Mutual Insurance Corporation. The County will be afforded the opportunity to review and accept the annual activities of the 4-H Program as presented by the University of Wisconsin – Extension. If no comments are received from the County within 30 days of submission, the activities are deemed accepted. County recognizes that the 4-H program is an extension of the County and coverage is afforded by special endorsement, and specific criteria must be as outlined by the 4-H activity list and a listing of approved volunteers. The liability coverage afforded is to be secondary to volunteer leader's personal insurance and subject to the terms and conditions of the policy.

By accepting this endorsement for coverage extension to the 4-H Program, the Wisconsin County Mutual Insurance Corporation, as the County's insurer, reserves the right to audit the records of the 4-H program to confirm that all coverage criteria is properly met.

By: [Signature]
County Representative Risk Mgmt

Date: 5/14/15

By: Rick Norris
County Representative CBOP

Date:

By: Paul Bang
County Representative Corp. Counsel

Date: 5/14/15 PB is approved as to form
PB is independent contractor
status?

By: Gerry Brodenick
County Representative Supv

Date: 5/14/15

By: [Signature]
East-Metro Regional Director

Date: 5/14/15

By: Richard M Klemme
Richard M. Klemme, Dean/Director
Cooperative Extension

Date: 5/18/15

Board of Regents of
The University of Wisconsin System

By: [Signature]
Contract Officer
University of Wisconsin - Extension

Date: 5/20/15

[Signature]
Comptroller

Date: 05(14) 2015

[Signature]
Executive

Date: 5/14/15

Milwaukee County CY2015 Budget
 January 1, 2015 through December 31, 2015
 133-PRJ89TM

Name	County Portion 1/1-6/30/15	County Portion 7/1-12/31/15	County FTE	TOTAL
Allen, Angela	\$11,110	\$11,461	0.40	\$22,571
Brown, Demetrius	11,264	12,516	0.40	23,780
Morrisey, Sharon	12,122	13,143	0.40	25,265
Muhar, Cynthia	10,981	12,230	0.40	23,211
Salaries	\$45,477	\$49,350	1.60	\$94,827
Fac/Acad Fringes	21,146	23,195		44,341
Total Salaries & Fringes	<u>\$66,623</u>	<u>\$72,545</u>		\$139,168
LTE/Student Salary & Fringes				20,000
Travel and S&E				13,114
Total				<u>\$172,282</u>

Notes:

- (1) Salary amounts reflect an projected 1% pay plan effective July 1, 2014.
- (2) Salaries for A. Allen, D. Brown, and C. Muhar reflect \$1,200 retention adjustments effective July 1, 2015.
- (3) Salaries for D. Brown, S. Morrisey, and C. Muhar reflect \$4,500 increases associated with anticipated promotions to Professor.
- (4) The faculty/academic staff fringe rate is 46.5% through June 30, 2015 and a projected 47.0% beginning July 1, 2015.

The Milwaukee County contract account had a December 31, 2014 adjusted balance of \$59,914.

	1st Invoice	2nd Invoice
Allen, Angela	\$11,110	\$11,461
Brown, Demetrius	11,264	12,516
Morrisey, Sharon	12,122	13,143
Muhar, Cynthia	10,981	12,230
Salaries	\$45,477	\$49,350
Fac/Acad Fringes	21,146	23,195
Total Salaries & Fringes	\$66,623	\$72,545
LTE Salary & Fringes	10,000	10,000
Travel and S&E	6,557	6,557
Totals	<u>\$83,180</u>	<u>\$89,102</u>

Milwaukee County CY2014 Reconciliation
 January 1, 2014 through December 31, 2014
 133-PRJ54HL

<u>Personnel</u>	<u>Budget</u>	<u>Actual</u>	<u>Change</u>
Allen, Angela	\$22,110	\$17,481	\$4,629
Brown, Demetrius	22,416	22,415	1
Morrisey, Sharon	22,285	22,285	0
Muhar, Cynthia	21,852	21,854	(2)
Fringes	42,293	39,473	2,820
LTE/Student Salary & Fringes	24,500	14,229	10,271
Travel and S&E	<u>14,273</u>	<u>27,350</u>	<u>(13,077)</u>
Totals	<u>\$169,729</u>	<u>\$165,087</u>	<u>\$4,642</u>

The excess of budget over actual expenditures was due to a shift in a portion of A. Allen's funding away from the county to state resources, a lower than anticipated fringe rate effective July 1, 2014 (the budgeted fringe rate was 48.0%; the actual rate is 46.5%), and reduced spending on LTEs and students.

The resulting savings were partially offset by higher than budgeted spending on Travel and S&E.

The Milwaukee County contract account had a December 31, 2014 adjusted balance of \$59,914.



COMMUNITY BUSINESS DEVELOPMENT PARTNERS

MILWAUKEE COUNTY

Participation Recommendation

To be completed by project owner. Please, direct questions regarding this form to CDBP, 414-278-4851 or

cbdpcpliance@milwaukeecountywi.gov

FUNDING SOURCE

___ Local ___X___ State ___ Federal ___ Grant If Federally Funded, what percentage? ___ %
Federal Source of Funds: ___ FAA ___ FTA ___ DOT (includes WisDOT) ___ Other: _____

CONTACT INFORMATION

Contract Administrator: Eloisa Gómez Phone: 414-256-4640 Date: April 23, 2015
Email Address eloisa.gomez@ces.uwex.edu Fund: _____ Agency: 991 Org No. 9910

PROJECT INFORMATION

Project Name: UW Extension Project No.: _____

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

Milwaukee County partnership has held a long standing partnership with the UW System to provide educational resources to county residents, organizations, businesses, units of county government and municipalities. WI State statutes 59.56 defines this partnership. Through this arrangement, a variety of educational programs are provided in Milwaukee county through the UW Extension educators. The Professional Services Contract covers a portion of four faculty members, some support staffing, supplies, and professional development. The UW System is a not for profit entity.

Contracting Opportunities (List NAICS codes): _____

___ RFP/BID will be used (Yes/No) NO Advertising Date: _____ Bid/Proposal Due Date: _____

TYPE OF PROJECT

<u>Professional Services</u>	<u>Estimated Amount</u>	<u>Recommended Participation</u>	
	<u>\$ 172,282.00</u>	<u>0</u> %	
<u>Construction Related</u>	<u>Estimated Amount</u>	<u>Estimated Allowance</u>	<u>Recommended Participation</u>
_____	\$ _____	\$ _____	_____ %
_____	\$ _____	\$ _____	_____ %

APPROVALS

Is county board approval required? ___ Yes Resolution #: _____ (attach resolution)

WAIVER REQUEST

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

Explanation: There is no subcontracting opportunity. All services will be performed by UW Extension staff.

Eloisa Gómez Department/Division Administrator Name
Eloisa Gomez Signature
4/23/15 Date

CBDP USE ONLY

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

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

Approved: Rock Morris Date: _____

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)

Mail to: Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus	CONTRACT TYPE	
	Professional Service - Operating	X
	Professional Service - Capital	
	Purchase of Service	
	Preliminary	Final
DEPARTMENT NAME	AGENCY NO.	DEPARTMENT (HIGH) ORG
UW-EXTENSION	991	9910

VENDOR INFORMATION

VENDOR NO.	ORDER TYPE	NEW or	AMEND	CONTRACT NO.
21211				
NAME OF VENDOR		ADDRESS		
UNIVERSITY OF WISCONSIN EXTENSION		US BANK LOCKBOX		
		BOX 78138		
		MILWAUKEE, WI 53278-0138		
TAX I.D. NO.	EFFECTIVE DATES:		LENGTH OF CONTRACT	AMENDMENT ONLY: DOLLAR
	begin date	end date	(IN MONTHS)	CHANGE
391-80-5963	01/01/15	12/31/05	12	
				TOTAL CONTRACT AMOUNT
				\$ 172,282.00

ACCOUNTING INFORMATION

Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2015	01		991	9910	U1AD		6148				\$ 172,282.00

PURPOSE OF CONTRACT

FOR PROFESSIONAL STAFF OF THE UNIVERSITY OF WISCONSIN - EXTENSION FOR PROVISION OF COOPERATIVE EXTENSION PROGRAMS IN MILWAUKEE COUNTY.

Was County Board approval received prior to contract execution or contract amendment or extension?

If YES, give County Board File No. _____ Date Approved _____

If NO, why is County Board approval not required? _____

Was Contract fully executed prior to work being performed (all signatures received)? YES NO

Is Vendor a certified professional service DBE? YES NO

Prepared By	Date	Title
Signature of County Administrator	Date	Title

