

Certificate of Completion

Envelope Number: D67B2E3235334446B12D40ADAFE94603
 Subject: CFC00255E1 MECA Mil Co Shared Services Ext
 Bureau: MECA
 Type: Extension
 Contract Start Date: 01/01/2014
 Contract End Date(1): 12/31/2014
 Original Sent Date: 02/07/2014
 Source Envelope:
 Document Pages: 5
 Certificate Pages: 6
 AutoNav: Enabled
 Envelopeld Stamping: Enabled

Status: Sent

Signatures: 9
 Initials: 0

Envelope Originator:
 DCF
 201 E. Washintgon Ave., Room A200
 madison, WI 53708
 dcfcontracting@wi.gov
 IP Address: 165.189.32.4

Record Tracking

Status: Original
 2/7/2014 2:26:53 PM CT

Holder: DCF
 dcfcontracting@wi.gov

Location: DocuSign

Signer Events

Signature

Timestamp

Steve Martinelli
 stever.martinelli@wi.gov
 Chief, Grants & Contracts Section
 Wisconsin Department of Children & Families
 Security Level: Email, Account Authentication (None)
 Electronic Record and Signature Disclosure:
 Accepted: 3/16/2011 2:19:50 PM CT
 ID: f1caaf24-91e9-4883-8ae1-f2e00f4e3c79

DocuSigned by:

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 Using IP Address: 165.189.37.11

Sent: 2/7/2014 2:36:08 PM CT
 Viewed: 2/7/2014 2:43:05 PM CT
 Signed: 2/7/2014 2:44:44 PM CT

Hope Koprowski
 Hope.Koprowski@wi.gov
 Security Level: Email, Account Authentication (None)
 Electronic Record and Signature Disclosure:
 Accepted: 8/27/2013 7:34:39 AM CT
 ID: 45b2136f-11a2-4354-aeac-099291269dc2

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 Using IP Address: 165.189.37.11

Sent: 2/7/2014 2:44:46 PM CT
 Viewed: 2/7/2014 2:45:19 PM CT
 Signed: 2/7/2014 2:48:18 PM CT

Holly Davis
 holly.davis@wi.gov
 Security Level: Email, Account Authentication (None)
 Electronic Record and Signature Disclosure:
 Accepted: 2/10/2014 11:21:39 AM CT
 ID: 8b8a9460-f0ec-46b1-837b-c3abb1410f47

DocuSigned by:

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 Using IP Address: 165.189.37.11

Sent: 2/7/2014 2:48:22 PM CT
 Viewed: 2/10/2014 11:21:39 AM CT
 Signed: 2/10/2014 11:21:50 AM CT

Judy Norman-Nunnery
 judy.normannunnery@wisconsin.gov
 Security Level: Email, Account Authentication (None)
 Electronic Record and Signature Disclosure:
 Accepted: 12/3/2012 3:13:44 PM CT
 ID: ca42aae0-7124-441e-9631-379d47754afd

DocuSigned by:

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 Using IP Address: 165.189.37.11

Sent: 2/10/2014 11:21:53 AM CT
 Viewed: 2/12/2014 11:47:47 AM CT
 Signed: 2/12/2014 11:47:57 AM CT

Signer Events	Signature	Timestamp
<p>Randall L. Keys randall.keys@wi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/13/2014 10:12:41 AM CT ID: 1b49a882-003e-4b2e-afd6-01fcb510e909</p>	<p>DocuSigned by: <i>Randall L. Keys</i> 600FBFCDF92E44C...</p> <p>Using IP Address: 165.189.32.4</p>	<p>Sent: 2/12/2014 11:48:00 AM CT Viewed: 2/13/2014 10:12:41 AM CT Signed: 2/13/2014 10:13:33 AM CT</p>
<p>Ron Hunt ron.hunt@wi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/13/2014 10:46:03 AM CT ID: 679f5710-ebaf-4562-8c7e-af76b713e741</p>	<p>DocuSigned by: <i>Ron Hunt</i> B5DD6CA8E77346E...</p> <p>Using IP Address: 165.189.37.11</p>	<p>Sent: 2/13/2014 10:13:35 AM CT Viewed: 2/13/2014 10:46:03 AM CT Signed: 2/13/2014 10:48:45 AM CT</p>
<p>Teig Whaley-Smith teig.whaley-smith@milwcnty.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/18/2014 11:41:54 AM CT ID: 6673f098-bb87-4423-bb7a-bb0953fd1a93</p>		<p>Sent: 2/13/2014 10:48:49 AM CT Viewed: 2/18/2014 8:07:21 AM CT</p>

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
<p>Gary Waszak gwaszak@milwcnty.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered ID:</p>	<p style="border: 2px solid blue; padding: 5px; text-align: center; color: blue; font-weight: bold; font-size: 1.2em;">COPIED</p>	<p>Sent: 2/13/2014 10:48:49 AM CT Viewed: 3/18/2014 9:01:13 AM CT</p>
<p>Randee Hatcher randee.hatcher@wi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered ID:</p>		
<p>Sue Handrich-Herr suel.handrichherr@wi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered ID:</p>		

Carbon Copy Events**Status****Timestamp**

Tiffany Wilson

tiffany.wilson@wi.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 5/25/2012 2:26:14 PM CT

ID: 51bac5c6-714e-443b-b951-0b9c166f0a78

Verna Ruhs

verna.ruhs@wi.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered

ID:

Notary Events**Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

2/13/2014 10:48:49 AM CT

Electronic Record and Signature Disclosure

In Process

CONSUMER DISCLOSURE

From time to time, State of WI (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree"™ button at the bottom of this document.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent"™ form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact State of WI:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dcfcontracting@wisconsin.gov

To advise State of WI 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 dcfcontracting@wisconsin.gov 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..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from State of WI

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to dcfcontracting@wisconsin.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with State of WI

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, 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 dcfcontracting@wisconsin.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone 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:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

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.

By checking the "I agree"™ box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify State of WI as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by State of WI during the course of my relationship with you.



WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES

201 E. Washington Ave. - PO Box 8916
Madison, WI 53708-8916

Governor Scott Walker
Secretary Eloise Anderson

CONTRACT AMENDMENT

by and between

**Wisconsin Department of Children and Families
Division of Early Care and Education – Milwaukee Early Care Administration
and
Milwaukee County Department of Health and Human Services**

CONTRACT NO:
CFC00255E1

COMMODITY OR SERVICE and DEFINITION:
Support Services for the administration of Milwaukee Early Care Administration (MECA) child care programs as authorized by §49.826(3)(c)

AMENDMENT DESCRIPTION:
This Amendment extends Contract Number CFC00255 on a month-to-month basis until a new Agreement is established

CONTRACT PERIOD:
01/01/2013 – 12/31/2013

AMENDMENT PERIOD:
Month-to-Month Extensions up to 12/31/2014

DCF Program Administrator
Tiffany Wilson – (414) 220-7201
Tiffany.Wilson@wi.gov

CONTRACTOR INFORMATION:

Contractor / Provider Name: Milwaukee County Department of Health and Human Services
Contractor / Provider Authorized Representative: Teig Whaley-Smith
Contractor / Provider Authorized Rep Email: teig.whaley-smity@milwcnty.com
Contractor / Provider Address: 1220 W. Vliet Street
Contractor / Provider City, State, Zip: Milwaukee, WI 53205
Contractor / Provider Phone / Fax: (414) 289-6817
Contractor / Provider Administrator: Gary Waszak
Contractor / Provider Email: gwaszak@milwcnty.com

Funding Information for Contracts managed thru Purchase Plus:

Contractor: Milwaukee County Department Health and Human Services		Contract # CFC00255E1
Shared Services Description	Amount	
Employee Services	\$33.88/mo/member, \$407.00/yr/member	
IT and Phone Services	\$3,799.00/mo plus \$295.00/mo for ongoing Q-Matic services	
Mail Services	\$58.54/hr plus itemized cost of postage	
Other Services	Services will be provided upon mutual agreement and once an acceptable rate is negotiated between the parties	

*The above accounting codes are for DCF use only.
All funding allocations are subject to Federal and State budgetary changes.*

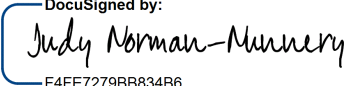
This is an Amendment of an existing contract for the specific time period, funding, and terms defined. This Amendment is entered into by and between the State of Wisconsin Department of Children and Families and the Contractor listed above. Unless otherwise specified, ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Amendment and the Contract, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. The Department and the Contractor acknowledge that they have read the Amendment and understand and agree to be bound by the terms and conditions.

This Amendment becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by the Department.

Signatures

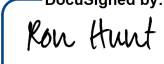
NAME Authorized Signature Teig whaley-Smith
Title

Date

DocuSigned by:

F4FE7279BB834B6...

Division Administrator Judy Norman-Nunnery
Wisconsin Department of Children and Families

2/12/2014 | 11:47 AM CT
Date

DocuSigned by:

B5DD6CA8E77346E...

Deputy Secretary Ron Hunt
Wisconsin Department of Children and Families

2/13/2014 | 10:48 AM CT
Date

DCF CONTRACT APPROVAL AGREEMENT

From: Randee Hatcher

Subject: CFC00255E1 MECA Mil Co Shared Services Extension

This Extension is for the MECA Shared Services Contract with Milwaukee Co. The CY13 is being extended on a month-to-month basis up to 12/31/2014 until a new Agreement is negotiated and can be routed.

APPROVED BY:

DMS Grants and Contracts Section Chief: Steve Martinelli

DocuSigned by:
Steve Martinelli

Approver Signature: 61F9572D9EAC412... Approver Date: 2/7/2014 | 14:44 PM CT

DMS Bureau of Finance Director: Hope Koprowski

DocuSigned by:
Hope Koprowski

Approver Signature: EF598274B16C466... Approver Date: 2/7/2014 | 14:48 PM PT

Program Section Chief:

Approver Signature: Approver Date:

Program Bureau Director: Holly Davis

DocuSigned by:
Holly Davis

Approver Signature: AB2A11A8BC53493... Approver Date: 2/10/2014 | 11:21 AM CT

Contract Division Administrator: Judy Norman-Nunnery

DocuSigned by:
Judy Norman-Nunnery

Approver Signature: F4FE7279BB834B6... Approver Date: 2/12/2014 | 11:47 AM CT

DCF Chief Legal Counsel: Randall L. Keys

DocuSigned by:
Randall L. Keys

Approver Signature: 600FBFCDF92E44C... Approver Date: 2/13/2014 | 10:13 AM CT

DCF Deputy Secretary: Ron Hunt

DocuSigned by:
Ron Hunt

Approver Signature: B5DD6CA8E77346E... Approver Date: 2/13/2014 | 10:48 AM CT

Carbon Copy

PM / CM: Tiffany Wilson

Contract Support: Verna Ruhs

This inter-office memo is based on Department of Children and Families Policy 223: Signatory Authority for Procurement and Contract Documents. Please refer to the Finance link for a copy of the Policy.

DCF CONTRACT REVIEW and APPROVAL PROCESS

DCF Grants and Contracts			
Contract#	CFC00255E1	Program Name Description	MECA Shared Services Childcare Administration Contract
Division	Division of Early Care and Education (DECE)	Bureau	Milwaukee Early Care Administration MECA

Contract Information			
Contract Type	Extension	Contract Amount (Initial)	See Alloc tab
		Contract Change	
		Total Contract Amount	
		Contract Beginning Date	January 1, 2013
		Contract Ending Date	month-to-month ext up to 12/31/2014
Match Required		Final report Due # Days after end of contract	
CFDA Number		Payment Terms	P+
Grant Exemption Number			
Grant Exemption Numbers	http://dwdworkweb/asdproc/procmanual/grants_exemption.htm		

Budget / Accounting Coding				Special Instructions
Organization Code		CORe Agency ID	NA	
Appropriation(s)		CORe Contract Code Admin	NA	
Activity Code		CORe Contract Code Program	NA	
Object/Sub object		CORe Contract Code Other	NA	
Reporting Category Code(s)		CORe Contract Code Other	NA	
Reporting Category Description(s)		CORe Code Description Published	NA	

Reviewer Approval			
	Route to:	Initials	Date
Program Manager	Tiffany Wilson	NA	NA
Program Bureau Director	Holly Davis	HD	02/07/2014
DCF Purchasing Agent	Sue Handrich-Herr	SH	02/04/2014
DCF Contract Specialist	Randee Hatcher	RLH	02/07/2014
DCF Budget Analyst	Adam Hartung	APH	02/03/2014
DCF Grant Accountant	Mary Jo Page	MJP	02/05/2014
DWD CORe Accountant		NA	NA

DCF Audit Section		NA	NA
DCF Legal		NA	NA

COMMENTS:

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Upon completion return to :	Verna.Ruhs@wisconsin.gov
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Signed Contract Received	Contract loaded to CORE or P*	County/Agency Name	Authorized Representative	Authorized Rep E-mail	Physical Address	City, State Zip	Phone	Fax	Program Administrator	PA Email	Employee Services	IT and Phone Services	Mail Services	Other Services
		Milwaukee County Department of H	Hector Colon	hector.colon@milwcnty.com	1220 W. Vliet Street	Milwaukee, WI 53205	(414) 289-6817		Clare O'Brien	clare.obrien@milwcnty.com	\$33.88/mo/member, \$407.00/yr/member	\$3,799.00/mo plus \$295.00/mo for O-Matic Services for MECA	\$58.54/hr plus itemized cost of postage	Negotiated rate

In Process