



## OFFER TO LEASE AGRICULTURAL LAND

### Department of Administration Purchasing Division

COUNTY AGENCY

Dane County Land and Water Resources

BID NUMBER

#116102

OFFER TITLE

- ☐ Silverwood Park – Albion Sections 13 & 24
- ☐ Cam-Rock County Park – Christiana Section 13

PURPOSE

The purpose of this Request For Bid /Offer is to solicit bids/offers from bidders to lease County-owned property for organic cropping. Complete description of each offering is included.

DEADLINE FOR  
SUBMISSIONS

**November 8, 2016**

**2:00 P.M. Central Time**

*Late offers or unsigned bid/offers will be rejected*

SUBMIT BID/OFFERS TO  
THIS ADDRESS

DANE COUNTY PURCHASING DIVISION  
ROOM 425 CITY COUNTY BUILDING  
210 MARTIN LUTHER KING JR BLVD  
MADISON, WI 53703-3345

SPECIAL  
INSTRUCTIONS

YOU MAY FAX YOUR OFFER AT THE NUMBER LISTED  
BELOW **(Signature Affidavit/ Price Offer forms only)**

**DIRECT ALL  
QUESTIONS RELATED  
TO BID PROCEDURES  
TO:**

**NAME** Carolyn A. Clow

**TITLE** Purchasing Agent

**PHONE #** 608/266-4966

**FAX #** 608/266-4425

**EMAIL** [Clow.carolyn@countyofdane.com](mailto:Clow.carolyn@countyofdane.com)

**WEB SITE** [www.danepurchasing.com](http://www.danepurchasing.com)

**Questions concerning details of the land offered must be referred to:**

**Gaylord Plummer at 608/224-3760.**

**DATE BID ISSUED:** October 14, 2016

## **1. Introduction.**

Dane County supports a diverse agricultural economy and welcomes bids for conventional, organic, sustainable and other non-conventional farming practices. Dane County invites and will accept offers to lease agricultural land for organic cropping at the locations listed below. Dane County Land and Water Resources Department (LWRD) will issue lease agreements to the successful bidders.

## **2. Instruction to bidders.**

Offers must be made on the attached form and must be signed.

Any questions concerning this Bid/Offer must be submitted in writing by mail, fax or email at least **FIVE WORKING DAYS** prior to the date bids are due.

**Questions related to the bid/offer procedures must be sent to:**

**Carolyn Clow 608-266-4966**

[clow.carolyn@countyofdane.com](mailto:clow.carolyn@countyofdane.com)

**Questions concerning details of the land offered must be sent to:**

**Gaylord Plummer 608-224-3760**

[plummer@countyofdane.com](mailto:plummer@countyofdane.com)

## **3. General Conditions, Requirements and Prohibitions.**

- Term of the lease agreement is either four or seven years as specified below, commencing January 1, 2017. Seven year leases provide three years of transition to organic farming on properties formerly in our regular lease program and an additional four years of approved organic production. Four year leases are for cropland that has already transitioned in preparation for organic production. Lessor or Lessee may terminate the lease without penalty at the end of any crop year.
- Acreage adjustments may be made by mutual consent of Lessor and Lessee or by notice to Lessee by Lessor, with reasonable notice.
- Acreages for the parcels offered in this Offer to Lease are indicated on the attached spreadsheet. Parcels are identified by number on the individual orthophoto.
- In order for an offer to be considered, the offeror must certify that offeror currently is not in violation of any of the Dane County performance standards, including but not limited to those addressing sheet and rill erosion, gully

erosion and nutrient management, and the offeror must agree to provide herbicide, pesticide and nutrient application records upon Lessor's request.

- A soil test must be provided, at Lessee's expense, to Dane County Conservation Office at the beginning of the first year and fourth year of the crop lease no later than June 1, 2017 and June 1, 2020.
- Before the lease is signed, Lessee must develop and thereafter maintain a conservation plan approved by the Dane County Land Conservation Office and by March 1, 2017 submit to that office a nutrient management plan developed according to USDA Natural Resources Conservation Service standards and specifications. The nutrient management plan must be updated annually by Lessee throughout the term of the lease.
- Before the lease is signed Lessee must meet with Dane County Land & Water Resources staff to review the terms of the lease, the up-dated conservation plan, and the nutrient management plan.
- Any and all structural conservation practices identified in the Conservation Plan including existing drainage and water ways and erosion control structures must be maintained.

#### **4. Rent Payment.**

Rent payments are made payable to Dane County Parks. One-half of the annual rent is due March 1 and June 1 of each year.

#### **5. Award of Lease.**

The lease will be awarded pursuant to the following:

- If the highest offer is from a "local farmer," defined as one who resides within one mile of the premises sought to be leased, that offer will be accepted.
- If the highest offer is from one other than a "local farmer," that offer will be accepted unless:
  - (a) one or more "local farmers" have submitted an offer of 85% or more of the highest offer, in which event the highest of those "local farmer" offers will be accepted.
  - (b) if no offer is accepted under (a) and one or more "local farmers" have submitted an offer less than 85% of the highest offer, the "local farmer" submitting the highest of those offers may elect to revise his/her/their offer to an amount at or exceeding 85% of the highest offer, in which event that revised offer will be accepted. If the "local farmer" submitting the highest offer declines to revise his/her/their offer, the "local farmer" submitting the next highest offer may do so, and the option to revise an offer will pass to the remaining "local farmers" in descending order until a revised offer is accepted.

- Dane County reserves the right to accept or reject any or all offers and to accept any offer deemed to be in the best interests of the County.
- The successful bidder will be required to sign a lease document drafted by the County and to submit proof of required insurance.

## **6. Properties for Lease; Specific Conditions, Requirements and Prohibitions.**

### **Silverwood County Park, Town of Albion**

Approximately 24.9 acres of agricultural land in Sections 13 and 24, T5N R12E, Town of Albion, Dane County. Acreages for these parcels are indicated on the attached Conservation Plan Map.

#### **Specifics**

This is a seven year lease. This is to provide three years of transition to organic farming and an additional four years of approved organic production. This lease will also require once per year cutting of approximately 40 acres of switch grass growing directly east of this parcel.

The Lessee is required to comply with the standards, rules and regulations of the USDA National Organic Program (NOP) [Code of Federal Regulations, Title 7] and to provide the Lessor annually with copies of all materials, records and reports showing that compliance. The Lessee is not required to become certified as an organic producer but must follow the federal organic standards, including maintaining detailed records.

The offeree shall submit as part of the bid a plan of management for organic production similar to the Organic System Plan required by NOP, which shall include written plans concerning all aspects of agricultural production described in the NOP standards.

Successful lessee will contact Dane County Land Conservation Division prior to signing the lease to develop and discuss the conservation plan, no-till requirements, NMP, and lease requirements.

### **Cam-Rock County Park, Town of Christiana**

Approximately 23.8 acres of agricultural land in Sections 13, T6N R12E, Town of Christiana, Dane County. Acreage for this parcel is indicated on the attached Conservation Plan Map.

#### **Specifics**

This is a four year lease. This land has been in transition to organic farming for three years and is ready for organic production. It is not certified and certification is not required as long as requirements outlined below are met.

The Lessee is required to comply with the standards, rules and regulations of the USDA National Organic Program (NOP) [Code of Federal Regulations, Title 7] and to provide the Lessor annually with copies of all materials, records and reports showing that compliance. The Lessee is not required to become certified as an organic producer but must follow the federal organic standards, including maintaining detailed records.

The offeree shall submit as part of the bid a plan of management for organic production similar to the Organic System Plan required by NOP, which shall include written plans concerning all aspects of agricultural production described in the NOP standards.

Successful lessee will contact Dane County Land Conservation Division prior to signing the lease to develop and discuss the conservation plan, no-till requirements, NMP, and lease requirements.

## SIGNATURE AFFIDAVIT/ OFFER PRICE

NAME OF FIRM:	
STREET ADDRESS:	
CITY, STATE, ZIP	
CONTACT PERSON:	
PHONE #:	
FAX #:	
EMAIL:	

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name (type or print)

\_\_\_\_\_  
Date

For the price listed below, I/we hereby offer to lease the following land:

Annual amount per acre to lease above-described agricultural land at Silverwood County Park  
in the Town of Albion, Dane County, Wisconsin:

\$ \_\_\_\_\_/acre x 24.9 acres = \$ \_\_\_\_\_ Annual Total

Annual amount per acre to lease above-described agricultural land at Cam-Rock County Park  
in the Town of Christiana, Dane County, Wisconsin:

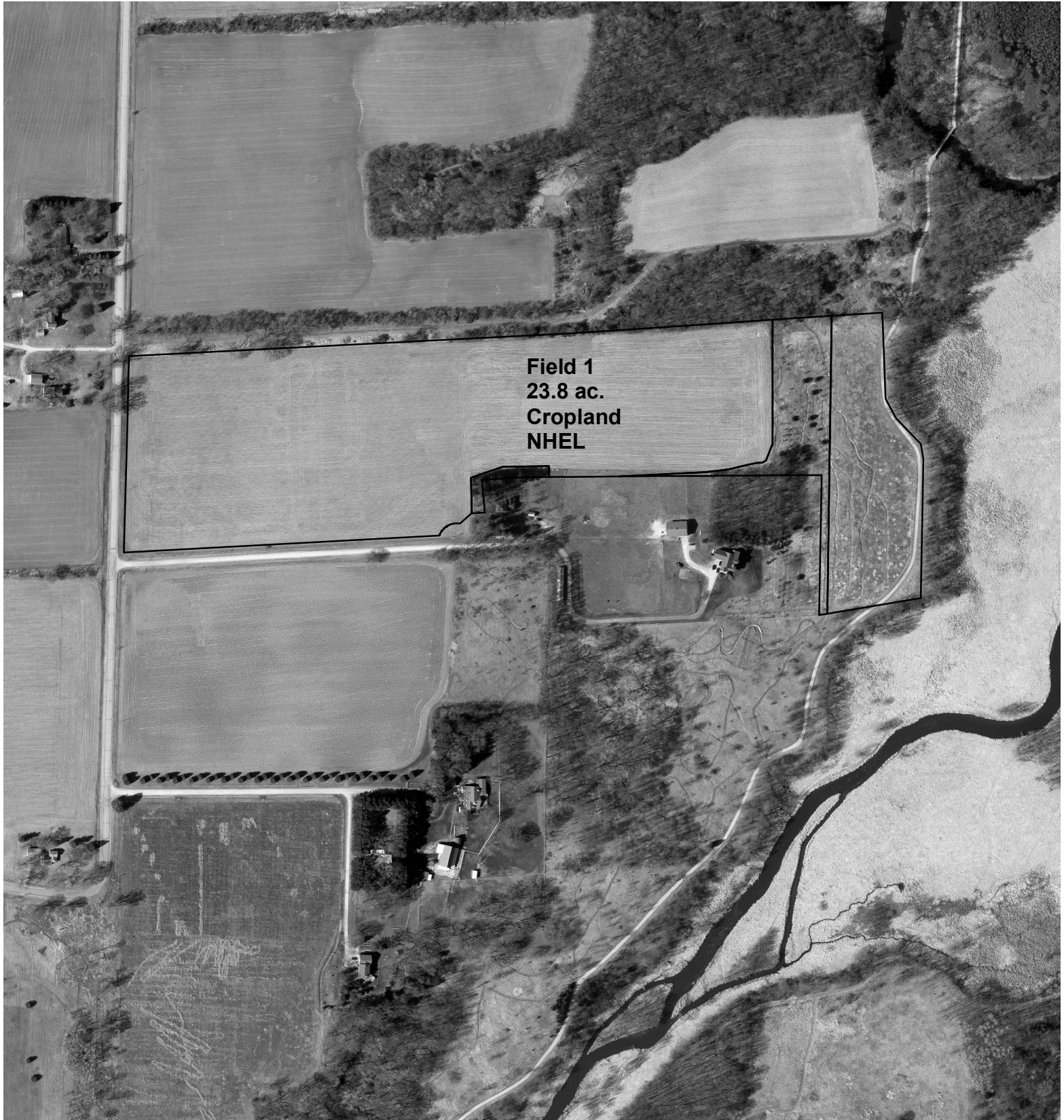
\$ \_\_\_\_\_/acre x 23.8 acres = \$ \_\_\_\_\_ Annual Total

# Conservation Plan Map

Owner: Dane County  
CamRock County Park  
Operator:

Township(s): Christiana  
Sections(s): 13  
Tract(s): 13007

Completed by: Lambert  
Phone: (608) 224-3730  
Date: 8-15-16



0 400 800 1,200 Feet

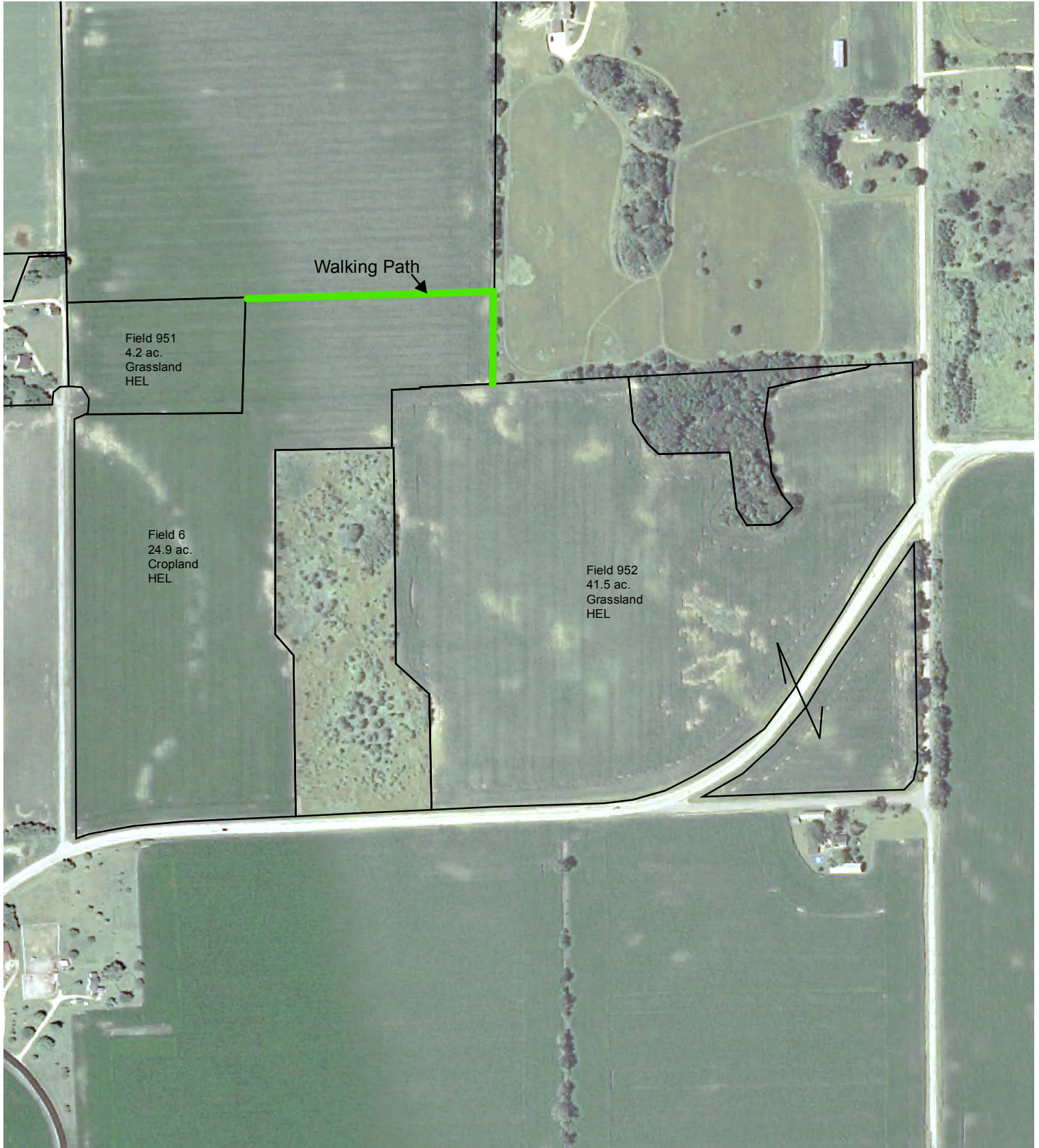
Dane County Land & Water Resources Department  
USDA Natural Resources Conservation Service  
Digital orthophoto taken 2014.

# Conservation Plan Map

Owner: Dane County  
Silverwood Park  
Operator:

Township(s): Albion  
Sections(s): 13, 24  
Tract(s): 9559

Completed by: Lambert  
Phone: (608) 224-3730  
Date: 11-28-12



0 400 800  
Feet

*Dane County Land & Water Resources Department  
USDA Natural Resources Conservation Service  
Digital orthophoto taken 2010.*