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Contract

20170519  
Amendment #2

**City of Springfield Contract Tracer Document**

The purpose of this document is to provide continuous responsibility for the custody of **CONTRACTS** during the processing period.

**INSTRUCTIONS:** Upon receipt, please initial and write in the date of receipt. When your department has approved and signed the contract, please initial and date in the forwarding section and deliver to the next department.

DEPARTMENT	DATE RECEIVED		DATE FORWARDED TO NEXT DEPT.	
	Initials	Date	Initials	Date
Community Development			M.L.	8-28-18
Planning			TQS	9/6/18
City Comptroller	mes	9/13/18	mes	9/13/18
Law	JF	9/14/18	JF	9/14/18
CAFO	mm	9/14/18	mm	9/19/18
Mayor	mm	9/19/18	mm	9/20/18
City Comptroller			KAL	9-24-18
Community Development				

Vendor No.: 14731    Contract No.: 20170519    Contract Date: 02/02/2017

Contract Amt.: \$0.00    Issue Date: 08/21/2018    Renewal Date:

Appropriation Code1: 26451817-530105-64516  
 Appropriation Code2:  
 Appropriation Code3:  
 Appropriation Code4:

Description of Funding Source: CDBG-NDR

Bid No.:                      Requisition No.: 17009049    PO No.: 17009198

Vendor Name: Tech Foundry

Contract Type: CDBG-NDR

Contract Purpose: IT Workforce Program

Originating Dept.: Office of Disaster Recovery & Compliance

Expiration Date: 12/31/2018    Amendment Date:                      Extension Date:

TYPE OF DOCUMENT (Please select at least one):  
 New                       Renewal                       Amendment                       Extension

AMENDMENT #2 to CITY CONTRACT #20170519

SUBRECIPIENT PARTNERSHIP AGREEMENT WITH TECH FOUNDRY.  
FOR INFORMATION TECHNOLOGY JOB TRAINING PROGRAM


WHEREAS, on or about February 2, 2017, the City of Springfield, Massachusetts, acting by and through its Office of Community Development and Disaster Recovery & Compliance, with the approval of its Mayor (hereinafter referred to as the "City"), entered into an Agreement referred to as City Contract No. 20170519 ("Agreement") with the Tech Foundry., with an address of 1391 Main Street, 2<sup>nd</sup> Floor, Springfield, Massachusetts (hereinafter referred to as the "Sub recipient"), to offer a Information Technology Job Training Program ("Program"); and

NOW, THEREFORE, the parties hereto agree to amend the Agreement on the following terms and conditions:


- 1) The budget will be amended as detailed in Attachment A. The total contract amount of \$300,000.00 remains the same.
- 2) All other terms and conditions of the Agreement, not amended herein, shall remain the same.

IN WITNESS WHEREOF, the Borrower and the City have executed this Amendment on this \_\_\_\_\_ day of \_\_\_\_\_, 2018

SUBRECIPIENT

By:   
Its: Director of Strategic Partnerships  
Date: 28/April/2018


CITY OF SPRINGFIELD

By:   
Brian Connor  
Deputy Director Eco Dev

  
Tina Quagliato Sullivan  
Office of Disaster Recovery

26451817-530105-64516 \$0.00

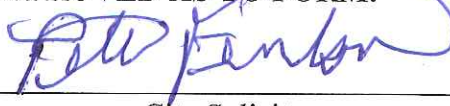
**APPROVED AS TO APPROPRIATION:**

  
\_\_\_\_\_  
City Comptroller

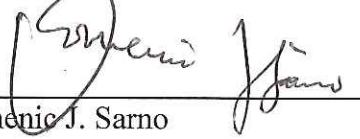
Reviewed:

  
\_\_\_\_\_  
Chief Administrative and Financial Officer

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Solicitor  
Law Department

**APPROVED:**

  
\_\_\_\_\_  
Domenic J. Sarno  
Mayor  
Date Signed 9/19/2017

# Attachment A

## 2-Year Tech Foundry NDRC Budget (Revised)

	Approved Budget Amendment	August 2018 Proposed Budget Amendment
<b>Revenues</b>		
City of Springfield/CDBG	\$300,000	\$300,000
In-Kind Leverage/Volunteer Instructors	\$60,000	\$60,000
<b>Total Revenue (including leverage)</b>	<b>\$360,000</b>	<b>\$360,000</b>
<b>Expenses</b>		
<b>Staff</b>		
<b>Total Salary</b>	<b>\$167,600</b>	<b>\$167,600</b>
<b>Fringe (28%)</b>	<b>\$ 46,900</b>	<b>\$ 46,900</b>
<b>Total Salary &amp; Fringe</b>	<b>\$ 214,500</b>	<b>\$ 214,500</b>
<b>General Overhead:</b>		
Rent	\$35,000	\$35,000
Parking & Transportation	\$3,500	\$3,500
Professional Costs	\$2,500	\$2,500
Utilities	\$7,280	\$7,280
Phone	\$1,800	\$1,800
Travel & Entertainment	\$195	\$177
Marketing & Outreach	\$8,600	\$8,600
Insurance		
Supplies	\$2,500	\$2,511.90
Food for Students	\$3,000	\$3,000
Furniture and Fixtures	\$600	\$600
Equipment & Tools (computers)	\$20,000	\$20,006.10
Events	\$525	\$525
<b>Total Operating Expenses</b>	<b>\$85,500</b>	<b>\$85,500</b>
<b>Sub-Total</b>	<b>\$300,000</b>	<b>\$300,000</b>
<b>Indirect Costs (10%)</b>		
<b>Total Expenses</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>

# TECH FOUNDRY

TESTED  PROVEN

8/24/2018

Dear Mike,

Attached you will find a proposed budget amendment for Tech Foundry's contract with the City of Springfield as it relates to the NDR HUD contract.

This is a very small amendment involving a transition of \$18 (from travel and entertainment). \$6.10 was moved to cover an overage in Equipment and Tools. The remaining \$11.90 was moved to the supplies line item.

For any questions or concerns please don't hesitate to reach out to me. I am happy to go over this amendment in further detail.

Best,

Natalie Miknaitis

Director of Operations

Bill To  
 COMMUNITY DEVELOPMENT  
 1600 EAST COLUMBUS AVE  
 SPRINGFIELD, MA  
 01103

Requisition 17009049-00 FY 2017  
 PO 17009198

Acct No:  
 26451817-530105-64516  
 Review:  
 Buyer: lpl  
 Status: Converted

Vendor  
 TECH FOUNDRY  
 1391 MAIN STREET - 9TH FLOOR  
 SPRINGFIELD, MA 01103  
 Tel#413-276-0609

Ship To  
 DISASTER RECOVERY 4TH FLOOR  
 36 COURT STREET  
 ROOM 405/411  
 SPRINGFIELD, MA  
 MLYNCH@SPRINGFIELDCITYHALL.COM

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
01/26/17	014731				COMMUNITY DEVELOPMENT

LN	Description / Account	Qty	Unit Price	Net Price
	General Notes			
	CONTRACT# 20170519			
001	CDBG-NDR IT WORKFORCE PROGRAM	1.00 EACH	300000.00000	300000.00
1	26451817-530105-64516		300000.00	
	Ship To DISASTER RECOVERY 4TH FLOOR 36 COURT STREET ROOM 405/411 SPRINGFIELD, MA			

[Requisition Link](#)

Requisition Total 300000.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
26451817-530105-64516	300000.00	58552.00
CDBG-NDR-BUSINESS&JOB OPPORTUN PROFESSIONAL SERVICES		

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	01/26/17	Cathy Buono	
Approved	01/26/17	Melanie Acobe	Auto approved by: 108745
Approved	01/26/17	Christopher Fraser	
Approved	01/26/17	Jennifer Whisher	Auto approved by: 108745
Approved	01/26/17	Heather Potito	Auto approved by: 108745