

5



Amendment #5
Contract 20180082

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			KB	4/25/19
City Comptroller		2/26/19		2/26/19
Law	LY	2/27/19	3/4 PF	2/27/19 3/6/19
CAFO	mm	3/7/19	mm	3/8/19
Mayor	CG	3/8/19	CG	3/8/19
City Comptroller			KU	3/11/19
Community Development			KB	3/11/19
Vendor			KB	3/12/19

Vendor No.: 74891 Contract No.: 20180082 Contract Date: 8/2017

Contract Amt.: \$58,552.00 Issue Date: 2/25/19 Renewal Date:

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

Description of Funding Source: CDBG-NDR

Bid No.: Requisition No.: 18002015 PO No.: 18003054

Vendor Name: MassHire Hampden County Workforce Board, Inc (Previously REB)

Contract Type: Amendment #5

Contract Purpose: Funding Increase for Construction Skills Training & Extending completion date to June 30, 2020

Originating Dept.: Comm Development

Expiration Date: 6/30/2020 Amendment Date: Extension Date:

TYPE OF DOCUMENT (Please select at least one):
 New Renewal Amendment #5 Extension

**City of Springfield – Office of Procurement
PO Change Request Form**

*done ✓
3/11/19*

Date	2/22/19	Requestor(s)	Kathleen Bonneau
Department	Comm Dev	Phone / Email	X2242
Vendor Name	MassHire Hampden County Workforce Board Inc	Vendor #	74891 (Remit #1 Per Amd #3)
Contract #	20180082	Amendment #	5
PO #	18003054	Requisition #	18002015

Justification Required: Per Amendment #5 Increase

Change Unit Prices, Extensions, and/or Accounts to:

Identify Line # to be Changed _____ New Quantity _____ New Unit Price _____

Changes to Org, Obj & Proj Codes:

Specify Original Account: ORG _____ OBJ _____ PROJ _____

Specify New Account: ORG _____ OBJ _____ PROJ _____

Adding a new line item to the Purchase Order:

Specify New Account: ORG _____ OBJ _____ PROJ _____

Check here to Close/Cancel Purchase Order _____

Please fill out this section for processing:

Original Amount of Purchase Order: \$ 133,164.00

Increase \$ 58,552.00

Decrease \$ _____

New Purchase Order Total: \$ 191,716.00

Department Head's Signature: *(Signature)*

PLEASE NOTE: NO modification will be **ALLOWED** to the Vendor Field. The Purchase Order will need to be canceled and a new requisition generated.

FOR CITY CHANGE ORDERS: EMAIL FORM TO:

"PO Change Order" Group found in Outlook.

Scanned & sent to PO Email 2/25/19 KPB

cmentpst2637

03/11/2019 09:50 |CITY OF SPRINGFIELD |P 1
1k1 |CONTRACT CHANGE ORDER REPORT |cmentpst

CONTRACT #	VENDOR	NAME	ENTRY DT	JOURNAL
20180082	74891	REGIONAL EMPLOYMENT BOARD OF	03/11/19	

Enforcement Method: Not to Exceed

YEAR	AMOUNT
2019	58,552.00
TOTAL	58,552.00

INC.
3/11/19
LLC

Leslie Labonte **

** END OF REPORT - Generated by

AMENDMENT #5 to CITY CONTRACT #20180082

**SUBRECIPIENT PARTNERSHIP AGREEMENT
WITH MASSHIRE HAMPDEN COUNTY WORKFORCE BOARD, INC.
FOR CONSTRUCTION SKILLS TRAINING PROGRAM**

WHEREAS, on or about August 1, 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. 20180082 ("Agreement") with the **MassHire Hampden County Workforce Board, Inc.**, with an address of **1441 Main Street, #136, Springfield, Massachusetts**, *formerly known as the Regional Employment Board of Hampden County Inc.* (hereinafter referred to as "MassHire" or "Sub recipient"), to offer a Construction Skills Training Program ("Program"); and

WHEREAS, pursuant to the Agreement as amended, MassHire (formerly known as the Regional Employment Board of Hampden County, Inc.) was to perform the Construction Skills Training program services from August 1, 2017 through April 1, 2019; and

WHEREAS, the parties have agreed to further amend the Agreement to extend the term of the Agreement and to add new training programs to the Scope of Services, pursuant to HUD funding of the program which specifically identifies the Subrecipient as the provider of these services; and

WHEREAS, the services are funded by grants and this amendment constitutes a "grant agreement" which is exempt from the procurement requirements of Mass. Gen. Laws ch. 30B, pursuant to Section 2;

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

1. Article I. Section (D)(1) - Time of Performance, shall be amended by extending the completion date of the Agreement from April 1, 2019 to June 30, 2020.
2. Appendix B – Scope of Services, the Construction Skills Training Program and Skills Enhancement Training Program are hereby amended to add the following additional recruitment activities and to conduct two additional training programs from January 1, 2019 through June 30, 2020 as follows:

"Amendment #5 Additional Services:

- a) MassHire will conduct outreach, recruitment, assessment, and selection activities from January 1, 2019 to February 22, 2019, to finalize the 14 eligible unemployed/underemployed City of Springfield residents to participate in the Construction Skills Training Program.

b) MassHire will conduct a 182-hour Construction Skills Training Program for 14 eligible unemployed/underemployed City of Springfield residents beginning on February 25, 2019 and finishing on or about June 7, 2019, contingent upon any weather related closings at Putnam, and the April 2019 school vacation week when MHHCWB will have no access to the training services at Putnam. This 182-hour program would include the 32 hours of training in Deleading and Mold Abatement to be provided by a private, environmental training consultant.

c) MassHire will conduct outreach, recruitment, assessment, and selection activities from July 1, 2019- September 20, 2019 to identify 14 eligible unemployed/underemployed City of Springfield residents to participate in the fall 2019 Construction Skills Training Program.

d) MassHire will conduct a 182-hour Construction Skills Training Program for 14 eligible unemployed/underemployed City of Springfield residents beginning on or about October 1, 2019 and finishing on or about March 1, 2020. This training schedule takes into account the 2019 holiday period and school vacation week in February 2020 when MHHCWB will have no access to the training services at Putnam. This 182-hour program would include the 32 hours of training in Deleading and Mold Abatement to be provided by a private, environmental training consultant.”

3. Article I. Section (A) – Scope of Service – Activities, shall be amended to read as follows:

“The SUBRECIPIENT shall be responsible for using \$191,716.00 in CDBG-NDR funds, to create and administer a Construction Skills Job Training Program in a manner satisfactory to the CITY and consistent with the terms and conditions of this Agreement....”

4. Article I. Section (D)(2) – Budget, shall be amended to increase the total amount to be paid to the SUBRECIPIENT by the City under the Agreement shall not exceed One hundred and Ninty-One Thousand, Seven Hundred and Sixteen Dollars (\$191,716.00)

5. Appendix B – Budget, shall be amended to include an increase of funding totaling \$58,552.00 for the services described in Amendment #5. The increase of \$58,552.00 was requested in the original proposal submitted by the sub-recipient and approved by HUD, but was not included in the original contract amount or in previous amendments. The remaining \$18,639.71 from the existing budget shall be re-allocated into the attached Phase II Budget for the two additional training sessions. Total amended contract amount is not to exceed \$191,716.00.

6. All other terms and conditions of the Agreement shall be unaffected by this amendment and shall remain in full force and effect.

IN WITNESS WHEREOF, the Sub-recipient and the City have executed this Amendment #5 on this _____ day of _____, 2019.

**SUBRECIPIENT,
MASSHIRE HAMDPEN COUNTY
WORKFORCE BOARD:**

By: [Signature]
Its: President & CEO
Date: February 21, 2019

CITY OF SPRINGFIELD:

By: [Signature]
Kevin E. Kennedy
Chief Development Officer

[Signature]

26451817-530105-64516 ^{\$58,552.00}
INC.
APPROVED AS TO APPROPRIATION:

[Signature] 2/26/19
City Comptroller

Reviewed:

[Signature]
Chief Administrative and Financial Officer

Office of Disaster Recovery

APPROVED AS TO FORM:

[Signature]
City Solicitor
Law Department

APPROVED:

[Signature]
Domenic J. Sarno
Mayor
Date Signed 3/8/19

Construction Skills Training Program Budget

Applicant: **MassHire Hampden County Workforce Board, Inc.**
 Project Title: **Construction Skills Training Program (CSTP)**

I. a. Direct Labor	Grant Amount Requested
Title	
Program Manager (.10 FTE)	\$12,205.09
Two Part Time Teachers- 150 hours @ \$53/hour	\$15,900.00
Two Part Time Teachers- 150 hours @ \$53/hour	\$15,900.00
Total Direct Labor	\$44,005.09
I. b. Direct Benefits/Fringe Costs	
Program Manager @ 18% Fringe Costs	\$2,299.91
Part Time Teachers @ 10% Fringe Costs	\$1,590.00
Part Time Teachers @ 10% Fringe Costs	\$1,590.00
Total Direct Benefits/Fringe Costs	\$5,479.91
II. MassHire HCWB- General & Administrative Overhead	\$1,358.94
III. Subcontractors	
<i>Consulting /Contractor firm name(if known)/type of consultant</i>	
MassHire Springfield Career Center (Recruitment, Placement) for Springfield Residents Only	\$2,600.00
ATC Group Services, Inc.- Subcontract for 2 cohorts @ 6,500 each cohort- (Deleading and Mold Abatement)	\$13,000.00
Total Subcontractors	\$15,600.00
IV. Direct Materials	
Instructional Supplies for Twenty-Eight (28) Participants (2 Cohorts)	\$3,400.00
Total Direct Materials	\$3,400.00
V. Other Direct Costs	
Program Manager Travel	\$419.51
Medical Exam for 28 Participants @ \$165 per participant	\$4,330.00
MA Licensing/Certifications for 28 Participants @ \$50 each	\$1,150.00
Total Other Direct Costs	\$5,899.51
VI. Indirect Deminimus	
	\$1,448.26
Total Cost of Project	\$77,191.71