



Amendment #1  
 Contract 20170492

### 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.	7-26-18
Planning			BC	7-30-18
City Comptroller	LLK	8/23/18	LLK	8/23/18
Law	LLK	8-25-18	LLK	8-25-18
CAFO	Thom	8-29-18	Thom	8-30-18
Mayor	LLK	8/30/18	LLK	8/31/18
City Comptroller			LLK	8/31/18
Community Development				

Vendor No.: 16418    Contract No.: 20170492    Contract Date: 05/02/2017

Contract Amt.: \$37,500.00    Issue Date: 07/26/2018    Renewal Date:  
*INCREASE ✓*

Appropriation Code1: 26451811-530105-64516  
 Appropriation Code2:  
 Appropriation Code3:  
 Appropriation Code4:

Description of Funding Source: CDBG-NDR

Bid No.:                              Requisition No.: 17012967    PO No.: 17011820

Vendor Name: Pinck & Co.

Contract Type: CDBG-NDR

Contract Purpose: Consultant services - Hydropower at Watershops Dam

Originating Dept.: Office of Disaster Recovery & Compliance

Expiration Date: 12/31/2019    Amendment Date:                              Extension Date:

TYPE OF DOCUMENT (Please select at least one):  
 New     Renewal     Amendment #1     Extension

**AMENDMENT #1 to CITY CONTRACT #20170492**

**SERVICE CONTRACT FOR CONSULTING SERVICES; PROJECT MANAGEMENT ASSISTANCE FOR THE HYDROPOWER AT WATERSHOPS DAM.**

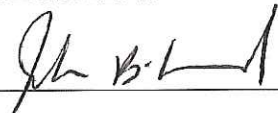
**WHEREAS**, on or about May 2, 2017, the City of Springfield, Massachusetts, acting by and through its Office of Community Development and Disaster Recovery & Compliance, with the approval of its Mayor (hereinafter referred to as the "City"), entered into an Agreement referred to as City Contract No. 20170492 ("Agreement") with the **Pinck and Co.**, with an address of **98 Magazine Street, Boston, MA, 02119** (hereinafter referred to as the "consultant).

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


1. Increasing the scope of the contract by \$37,500.00 to perform consulting services and project management for the Hydropower at Watershops Dam project.
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: President  
Date: 7/25/18

**CITY OF SPRINGFIELD**


By:   
~~Kevin E. Kennedy~~ Brian Connors  
~~Chief Development Officer~~ Eco. Dev.

  
Tina Quagliato Sullivan  
Office of Disaster Recovery

*LEW* 26457811-530105-64516 @37,500.00  
**APPROVED AS TO APPROPRIATION:**

  
City Comptroller, *OPRM*

**APPROVED AS TO FORM:**

  
City Solicitor  
Law Department

Reviewed:

T. J. Pelt  
Chief Administrative and Financial Officer

**APPROVED:**

Domenic J. Sarno  
Domenic J. Sarno  
Mayor  
Date Signed 8/30/18

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

<b>Date</b>	8/21/2018	<b>Requestor(s)</b>	Michael Lynch
<b>Department</b>	Community Development-DR	<b>Phone / Email</b>	413-784-4882
<b>Vendor Name</b>	Pinck & Co.	<b>Vendor #</b>	16418
<b>Contract #</b>	20170492	<b>Amendment #</b>	1
<b>PO #</b>	17011820	<b>Requisition #</b>	17012967

**Justification Required:** Please increase the PO by \$37,500.00 for consulting services relating to the Hydropower at Watershops Dam project.

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 \_\_\_\_\_

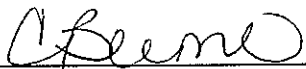
**Please fill out this section for processing:**

Original Amount of Purchase Order: \$150,000.00

Increase \$37,500.00

Decrease \$ \_\_\_\_\_

New Purchase Order Total: \$187,500.00

Department Head's 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.

cmentpst1723

08/31/2018 09:31 |CITY OF SPRINGFIELD  
|P 1  
|CONTRACT CHANGE ORDER REPORT  
TK1 |cmentpst

CONTRACT # VENDOR NAME ENTRY DT JOURNAL  
-----  
20170492 16418 PINCK & CO INC 08/31/18  
Enforcement Method: Not to Exceed

YEAR	AMOUNT
2019	37,500.00
TOTAL	37,500.00

\*\* END OF REPORT - Generated by Leslie Labonte \*\*

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

Requisition 17012967-00 FY 2017  
 PO 17011820

Acct No:  
 26451811-530105-64516  
 Review:  
 Buyer: lpl  
 Status: Converted

Vendor  
 PINCK & CO INC  
 98 MAGAZINE STREET  
  
 BOSTON, MA 02119  
 USA  
 Tel#617-445-3555

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
04/25/17	016418				COMMUNITY DEVELOPMENT

LN	Description / Account	Qty	Unit Price	Net Price
General Notes				
001	CONTRACT#20170492 CDBG-NDR CONSULTING SERVICES FOR BAYSTATE CO-GEN AND WATERSHOPS DAM HYDROPOWER PROJECTS.	1.00 EACH	150000.00000	150000.00
1	26451811-530105-64516		150000.00	
Ship To DISASTER RECOVERY 4TH FLOOR 36 COURT STREET ROOM 405/411 SPRINGFIELD, MA				

[Requisition Link](#)

Requisition Total 150000.00

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

Account	Amount	Remaining Budget
26451811-530105-64516 CDBG-NDR-CLEAN & REDUNDENT ENR PROFESSIONAL SERVICES	150000.00	4707400.00

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

Activity	Date	Clerk	Comment
Approved	04/25/17	Cathy Buono	
Approved	04/25/17	Melanie Acobe	Auto approved by: 108745
Approved	04/25/17	Christopher Fraser	
Approved	04/25/17	Jennifer Whisher	Auto approved by: 108745