

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

Requisition 20006900-00 FY 2020

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

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

Ship To
 DISASTER RECOVERY
 1600 EAST COLUMBUS AVENUE
 2ND FLOOR
 SPRINGFIELD, MA 01103
 TQUAGLIATO@SPRINGFIELD CITYHALL.COM
 Delivery Reference
 TINA QUAGLIATO SULLIVAN

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/30/19	014731				COMMUNITY DEVELOPMENT

LN	Description / Account	Qty	Unit Price	Net Price
	Queued 10/31/19 Erin Hand			
	Queued 10/31/19 Kaiya Hill-Thomas			
	Queued 10/31/19 Hamediah Mohamed			
	Queued 10/31/19 Christopher Fraser			
	Pending Lindsay Hackett			
	Pending TJ Plante			
	Pending Lauren Stabilo			

AMENDMENT #3 TO CITY CONTRACT #20170519

**SUB-RECIPIENT PARTNERSHIP AGREEMENT WITH
TECH FOUNDRY, INC.
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 **Tech Foundry, Inc.**, a Massachusetts nonprofit corporation with an address of 1391 Main Street, 2nd Floor, Springfield, Massachusetts (hereinafter referred to as the "Sub-recipient"), to offer an Information Technology Job Training Program ("Program"); and

WHEREAS, the City and the Sub-recipient have agreed to revise and increase the Program budget, extend the term of the Agreement, and supplement the Scope of Services, as described in this Amendment #3;

NOW, THEREFORE, the parties hereto agree to further amend the Agreement as follows:

- 1) Article I, Section (D)(1), Time of Performance, is further amended by extending the completion date of the Agreement from December 31, 2018 to December 31, 2020.
- 2) Article I, Section (D)(2) - Budget, shall be amended as follows:
 - a. For the period from February 2, 2017 through December 31, 2018 the Program Budget shall be as set forth in Appendix B1, which is attached hereto and incorporated by reference. Appendix B1 makes changes to certain budget line items, but does not change the total budget amount for this period which remains at \$300,000.
 - b. For the period from October 1, 2019 to December 31, 2020, the budget for the revised Program as described in this Amendment #3 shall be as set forth in Appendix B2, which is attached hereto and incorporated by reference. Appendix B2 increases the original budget from \$300,000 to an amount not to exceed \$400,000. The increase of \$100,000 is for the revised Program described below, with specific line items and dollar amounts shown in Appendix B2. This increase has been approved by HUD.
 - c. The parties recognize that the budgets set forth in Appendix B1 and Appendix B2 do not cover the period between January 1, 2019 and September 30, 2019, because the Sub-recipient is not conducting programs under this Agreement during that period.

3) Article I, Scope of Services, Section A - Activities, and Appendix B - Scope of Services, are amended by adding the following new language to the description of the IT Job Training Program, for the period from October 1, 2019 through December 31, 2020, to add training for twenty three (23) additional eligible students, as follows:

"REVISED I.T. JOB TRAINING PROGRAM - OCTOBER, 2019 THROUGH DECEMBER, 2020"

The IT Job Training Program will train and benefit twenty three (23) Low-Mod Income residents within the Urban Watershed District. Tech Foundry will be responsible for screening and reporting on program participants to ensure they meet eligibility criteria. Tech Foundry will ensure that each student fills out a Section 3 Certification and that certification will be submitted to the City when each student is initially included in the applicable quarterly report.


- a) Tech Foundry will conduct all outreach and recruitment to eligible residents. This will also include performing student assessment. Tech Foundry will coordinate with Springfield Technical Community College and other partners, as necessary, for recruitment of students and will be responsible for meeting recruitment and training goals set forth in this agreement.
- b) Tech Foundry will provide will provide four (4) sessions that are fourteen (14) weeks in length. Training will include ten (10) weeks in the classroom and a four (4) week internship with an area employer.
- c) Training will include soft skill development, resume writing instruction, interview skills and practical IT skills that will include badges in the following: Introduction to Windows Support, Networking Fundamentals, Hardware Troubleshooting, and Intro to Windows Server.
- d) Tech Foundry will provide all staffing necessary to conduct all trainings. All trainers will be well qualified and appropriately certified in their respective fields.
- e) Tech Foundry will be responsible for all coordination with Leadership Pioneer Valley (LPV) for soft skills training.
- f) Tech Foundry will be responsible for identifying and placing students in internship opportunities.
- g) Tech Foundry will provide case management and employment placement services to all participating students. Tech Foundry will report on all students' employment status following training in quarterly reports that will be submitted to the City of Springfield.

- h) Tech Foundry will be responsible for reporting all recruitment, training and job outcomes within the quarterly reports.
- i) Tech Foundry will be responsible for training a minimum of 23 additional students through the continuation of this program."

4) All other terms and conditions of the Agreement, not amended herein, shall remain the same.

IN WITNESS WHEREOF, the Sub-recipient and the City have executed this Amendment #3 as of the date the same is signed by all parties listed below.

**SUBRECIPIENT,
Tech Foundry, Inc.,**

By: 
 Name: Natalie Miknaitis
 Its: Director Operations
 Date: 10/3/19


CITY OF SPRINGFIELD:

By: 
 Timothy Sheehan
 Chief Development Officer
 Date Signed: _____

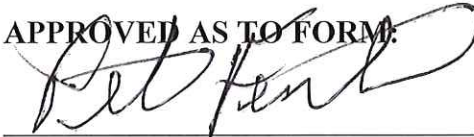

 Tina Quagliato Sullivan
 Office of Disaster Recovery
 Date Signed: 10/3/19

HW 20451817-530105-14516⁹ 100,000.00


APPROVED AS TO APPROPRIATION:


 Deputy City Comptroller
 Date Signed: 11-1-19


APPROVED AS TO FORM:


 City Solicitor
 Law Department
 Date Signed: 11-2-19

Reviewed:


 deputy Chief Administrative and
 Financial Officer
 Date Signed: 11/6/19

APPROVED:


 Domenic J. Sarno
 Mayor
 Date Signed: 11/6/19

Appendix B1

Tech Foundry	Current Budget	Amended Budget
Total Salaries	167,600.00	149,954.75
TF Fringe	46,900.00	29,903.10
Rent	35,000.00	69,619.87
Parking and Transportation	3,500.00	3,500.00
Professional Costs	2,500.00	2,500.00
Utilities	7,280.00	7,280.00
Phone	1,800.00	1,800.00
Travel & Entertainment	177.00	177.00
Marketing & Outreach	8,600.00	8,600.00
Supplies	2,511.90	2,510.64
Food For Students	3,000.00	3,023.54
Furniture & Fixtures	600.00	600.00
Equipment & Tools	20,006.10	20,006.10
Events	525.00	525.00
Total Budget:	300,000.00	300,000.00

Appendix B2

BUDGET & SCHEDULE

October 2019-December 2020

<u>Revenues</u>	Total
City of Springfield/CDBG	\$ 100,000
Total Revenue	\$ 100,000
<u>Expenses</u>	
Staff	
Total Salary	\$ 70,000
Fringe (14%)	\$ 9,800
Total Salary & Fringe	\$ 79,800
General Overhead:	
Rent & Utilities	\$ 15,225
Phone & Internet	\$ 1,795
Marketing & Outreach	\$ 600
Program & Office Supplies	\$ 1,150
Food for Students	\$ 1,030
Events	\$ 400
Total Operating Expenses	\$ 20,200
Sub-Total	\$ 100,000
Indirect Costs (10%)	\$ -
Total Expenses	\$ 100,000

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11/12/2019 10:24 |CITY OF SPRINGFIELD
|P |1
TK1 |CONTRACT CHANGE ORDER REPORT
|cmentpst

CONTRACT # VENDOR NAME ENTRY DT JOURNAL

20170519 14731 TECH FOUNDRY 11/12/19
Enforcement Method: Not to Exceed

YEAR	AMOUNT
2020	99,511.73
TOTAL	99,511.73

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

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11/12/2019 10:26 | CITY OF SPRINGFIELD
| P 1
1K1 | CONTRACT CHANGE ORDER REPORT
| cmentpst

CONTRACT # VENDOR NAME ENTRY DT JOURNAL

20170519 14731 TECH FOUNDRY 11/12/19
Enforcement Method: Not to Exceed

YEAR	AMOUNT
2020	488.27
TOTAL	488.27

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