



20131154
 Contract
 Amendment #1

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
5 Capital Assets			RC	10/30/13
Office of Procurement	Ba	11.1.13	Ba	11.7.13
Facilities/Parks			KMC	11/5/13
City Comptroller	LL	11/18/13	LL	11/18/13
Law	MY	11/19	MY	11/19
CAFO		11/19		11/27
Mayor		11/27/13		11/27/13
Office of Procurement				

Vendor No.: 981 Contract No.: 20131154 Contract Date:

Contract Amt.: \$4,880.00 Issue Date: Renewal Date:

Appropriation Code1: 22000004-530105-20000 - \$2580 R# 14000525
 Appropriation Code2: 03043260-530600 \$2300 - R# 14006921
 Appropriation Code3:
 Appropriation Code4:

Description of Funding Source:

Bid No.: Requisition No.: PO No.:

Vendor Name: DRUMMEY ROSANE ANDERSON, INC

Contract Type: DESIGNER CONTRACT

Contract Purpose: DRYDEN SCHOOL

Originating Dept.: DCAC

Expiration Date: Amendment Date: Extension Date:

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

AMENDMENT #1 TO CITY CONTRACT NO. 20131154

**AGREEMENT FOR ON-CALL PROFESSIONAL
ARCHITECTURAL SERVICES**

**PROJECT ORDER FOR WORK AT THE
MARY A. DRYDEN VETERAN'S MEMORIAL SCHOOL**

WHEREAS, on or about June 26, 2013, the **City of Springfield, MA.**, a municipal corporation with a principal place of business at 36 Court Street, Springfield, Hampden County, Massachusetts, 01103, acting by and through its Department of Capital Asset Construction and the Department of Parks, Buildings and Recreation Management, with the approval of its Mayor (collectively referred to as the "City" or "OWNER") , entered into an "Agreement for On-Call Professional Architectural Services" referred to as City Contract No. 20131154 ("Agreement") with the firm of DRUMMEY, ROSANE ANDERSON, INC., a legal entity incorporated under the laws of Massachusetts, with a principal place of business at 235 Bear Hill Road, Waltham, MA. 02451 (hereinafter the "ARCHITECT"); and

WHEREAS, the Agreement provided for the ARCHITECT to provide architectural services to the City on an on-call basis, with projects to be added to the Scope of Services by amendments to the Agreement, pursuant to Article I(D); and

WHEREAS, the OWNER and the ARCHITECT wish to amend the Agreement to add a project to the Agreement, according to the terms and conditions of this Amendment #1;

NOW THEREFORE, the parties agree to amendment the Agreement as follows:

1. Pursuant to Article I(D)(1)(c), Scope of Services, of the Agreement, the OWNER has requested that the ARCHITECT perform certain architectural services at the **Mary A. Dryden Veteran's Memorial School Project** ("Dryden Project"), consisting of Mechanical and Engineering Design Services to accommodate new kitchen equipment (for a fee of \$2,580.00), and Limited Design Services for a new free-standing storage shed (for a fee of \$2,300.00), all as further described in the Project Order attached hereto as Exhibit A. The total fee to the ARCHITECT for the work described in this Amendment #1 is \$4,880.00.
2. Pursuant to Article XI, Amendments, of the Agreement, the ARCHITECT shall be compensated for the services described in this Amendment #1 in an amount not to exceed Four Thousand Eight-Hundred Eighty and 00/100 Dollars (\$4,880.00), as set forth in the Project Order attached hereto as Exhibit A. DRA shall invoice the OWNER monthly for the cost of these services.
3. All other terms and conditions of the Agreement, no amended herein, shall remain the same.

IN WITNESS WHEREOF, the City of Springfield, acting by and through its Department of Capital Asset Construction, and the Department of Park, Buildings and Recreation Management, with the approval of its Mayor, and the ARCHITECT, Drummey, Rosane, Anderson, Inc., have set their hands and seals on this Amendment #1 as of the date the same is signed by all necessary parties listed on the signature page hereto.

**THE ARCHITECT.
DRUMMEY, ROSANE, ANDERSON, INC.:**

By: [Signature]
Title: President
Date: 10.18.2013

THE OWNER: CITY OF SPRINGFIELD

[Signature]
Rita Coppola
Director, Capital Asset Construction
Date Signed 10/21/13

[Signature]
Patrick Sullivan
Director, Parks, Buildings, and
Recreation Management
Date Signed 11/4/13

Approved:
[Signature]
Lauren Stabilo
Chief Procurement Officer
Date Signed 10.31.13

*22000004-530105-200 CO *2,580.00 increase
*03043260-530600 *2,300.00 increase
Approved as to Appropriation:
[Signature]
City Comptroller Deputy
Date Signed 11-18-13

Approved as to Form:
[Signature]
City Solicitor
Date Signed 11/19/13

Reviewed:
[Signature]
Chief Administrative
and Financial Officer
Date Signed 11/26/13

Approved:
[Signature]
DOMENIC J. SARNO, Mayor
Date Signed 11/27/13

Bill To
 SPRINGFIELD SCHOOL DEPT
 ATTN: ACCOUNTS PAYABLE
 PO BOX 1410
 SPRINGFIELD, MA
 01101

Requisition 14006525-00 FY 2014
 PO 14005254

Acct No:
 22000004-530105-200CO
 Review:
 Buyer: jam
 Status: Converted

Vendor
 DRUMMEY ROSANE ANDERSON INC
 235 BEAR HILL RD #4

Ship To
 FOOD SERVICE - SPS
 1550 MAIN STREET

WALTHAM, MA 02451-1014

SPRINGFIELD, MA 01103

Tel#617-964-1700X114
 Fax 617-969-9054

Delivery Reference
 TIMOTHY GRAY

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/22/13	000981				FOOD SERVICES

LN	Description / Account	Qty	Unit Price	Net Price
	General Notes			
	BLANKET CONTRACT 20131154			
001	MECHANICAL AND ELECTRICAL DESIGN SERVICES FOR NEW KITCHEN EQUIPMENT AT DRYDEN SCHOOL	1.00 Each	2580.00000	2580.00
1	22000004-530105-200CO		2580.00	
	Ship To FOOD SERVICE - SPS 1550 MAIN STREET SPRINGFIELD, MA 01103 Delivery Reference TIMOTHY GRAY			

[Requisition Link](#)

Requisition Total 2580.00

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

Account	Amount	Remaining Budget
22000004-530105-200CO	2580.00	1837366.66

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

Activity	Date	Clerk	Comment
Approved	10/22/13	Tim Gray	
Approved	10/22/13	Michael Eaton	
Approved	10/22/13	Terri Maggi	

Bill To
 FACILITIES MANAGEMENT
 233 ALLEN STREET
 REAR BUILDING
 SPRINGFIELD, MA
 01108-1915

Requisition 14006921-00 FY 2014

Acct No:
 03043260-530600
 Review:
 Buyer: cmorris
 Status: Approved

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Vendor
 DRUMMEY ROSANE ANDERSON INC
 235 BEAR HILL RD #4

Ship To
 FAC MGT-DRYDEN MEMORIAL ELEM
 233 ALLEN STREET
 REAR BLDG
 SPRINGFIELD, MA 01108-1915

WALTHAM, MA 02451-1014

Tel#617-964-1700X114
 Fax 617-969-9054

Delivery Reference
 MEEHAN

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
10/28/13	000981				FACILITIES MANAGEMENT

LN	Description / Account	Qty	Unit Price	Net Price
	General Notes			
	BLANKET CONTRACT 20131154			
001	CREATE CONSTRUCTION DRAWINGS FOR DRYDEN STORAGE SHED	1.00 Each	2300.00000	2300.00
1	03043260-530600		2300.00	
	Ship To FAC MGT-DRYDEN MEMORIAL ELEM 233 ALLEN STREET REAR BLDG SPRINGFIELD, MA 01108-1915 Delivery Reference MEEHAN			

[Requisition Link](#)

Requisition Total 2300.00

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

Account	Amount	Remaining Budget
03043260-530600	2300.00	690091.73

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

Activity	Date	Clerk	Comment
Approved	10/29/13	David Meehan	
Approved	10/29/13	Michael Eaton	
Approved	10/30/13	Terri Maggi	

email David 10/18/13.



Drumme Rosane Anderson Inc.	235 Bear Hill Road 4 th Floor Waltham, MA 02451
Planning Architecture Interior Design e-mail: website:	617-964-1700 617-969-1701 FAX info@draws.com www.DRAarchitects.com

June 21, 2013

Rita Coppola,
Department of Capital Asset Construction (DCAC)
36 Court Street, Room 309
Springfield, MA 01103

**RE: Proposal for Limited Design Services for the Freestanding Storage Shed.
Reconstruction and Repairs to Mary Dryden Memorial School**
City of Springfield Contract No. 20100637
DRA Project No. 10001.10

Dear Rita:

We are hereby submitting this fee proposal in response to your request for limited Architectural, Structural and Site Design Services required for the Freestanding Storage Shed at Mary Dryden Memorial School. This proposal is being submitted under the scope of our On-call Architectural Services Agreement with the City.

Location

The Project is located at:

Mary Dryden Memorial Elementary School
Surrey, Road
Springfield, MA

Scope of Services

The City requests professional limited Architectural and Structural design services for the freestanding storage shed to be constructed at Mary Dryden Memorial Elementary School. The requirements for the shed design were provided by the City. The proposal does not include Construction Administration phase of the Project. Separate proposal could be provided to the City for this phase of the project if requested by the Owner. The design services included in the proposal are limited to the design disciplines listed above.

Schedule

DRA proceeded with these services immediately following the City's request in order to accommodate the fast paced construction schedule for the Project.

Compensation

DRA proposes a Lump Sum Not-To-Exceed Fee of **TWO THOUSAND THREE HUNDRED DOLLARS (\$2,300.)**

DRA will invoice monthly for these services outlined above based upon percentage of work completed.

D·R·A

We trust this proposal responds to your request. We await your response and look forward to working with you on this vital project.

Very Truly Yours,

DRUMMEY ROSANE ANDERSON, INC.



Vladimir Lyubetsky
Senior Associate

cc: Carl R. Franceschi, AIA;
Financial files



**Drumme
Rosane
Anderson
Inc.**

235 Bear Hill Road
4th Floor
Waltham, MA
02451

Planning
Architecture
Interior Design
e-mail:
website:

617-964-1700
617-969-1701 FAX
info@draws.com
www.DRAarchitects.com

June 20, 2013

Rita Coppola,
Department of Capital Asset Construction (DCAC)
36 Court Street, Room 309
Springfield, MA 01103

**RE: Proposal for Mechanical and Electrical Design Services as required
to accommodate new Kitchen Equipment.
Reconstruction and Repairs to Mary Dryden Memorial School
City of Springfield Contract No. 20100637
DRA Project No. 10001.10**

Dear Rita:

We are hereby submitting this fee proposal in response to your request for Mechanical and Electrical Design Services required for installation of new Kitchen Equipment at Mary Dryden Memorial School. This proposal is being submitted under the scope of our On-call Architectural Services Agreement with the City.

Location

The Project is located at:

Mary Dryden Memorial Elementary School
Surrey, Road
Springfield, MA

Scope of Services

The City requests professional Mechanical and Electrical design services required to accommodate new Kitchen Equipment for the Mary Dryden Memorial Elementary School.

Schedule

DRA proceeded with these services immediately following the City's request in order to accommodate the fast paced construction schedule for the Project. Our assumption was that the Kitchen Equipment would be installed during summer of 2013.

Compensation

DRA proposes a Lump Sum Not-To-Exceed Fee of **TWO THOUSAND FIVE HUNDRED EIGHTY DOLLARS (\$2,580.)**

DRA will invoice monthly for these services outlined above based upon percentage of work completed.

*ma
an*


D·R·A

We trust this proposal responds to your request. We await your response and look forward to working with you on this vital project.

Very Truly Yours,

DRUMMEY ROSANE ANDERSON, INC.



Vladimir Lyubetsky
Senior Associate

cc: Carl R. Franceschi, AIA;
Financial files

Lugo, Jessica

From: Coppola, Rita
Sent: Wednesday, July 03, 2013 8:55 AM
To: Soto, Anthony
Cc: Lugo, Jessica
Subject: Re: Food Service Org

Thank you

Rita Coppola
Director
Capital Asset Construction

On Jul 3, 2013, at 8:35 AM, "Soto, Anthony" <sotoa@sps.springfield.ma.us> wrote:

Hello Rita,

The org/obj/proj you are looking for is

22000004-530105-200CO

Anthony Soto

Budget Director

Springfield Public Schools
1550 Main Street
P.O. Box 1410
Springfield, MA 01103
Phone: 413-787-7145
Fax: 413-787-6592
Email: sotoa@sps.springfield.ma.us

Lugo, Jessica

From: Coppola, Rita
Sent: Wednesday, July 03, 2013 8:32 AM
To: Lugo, Jessica
Subject: Fwd: contracts

Good morning Jessica,

See below for org and obj code for the Dryden CO.

Rita Coppola
Director
Capital Asset Construction

Begin forwarded message:

From: "Gray, Timothy" <grayt@sps.springfield.ma.us>
Date: July 3, 2013, 8:22:50 AM EDT
To: "Coppola, Rita" <RCoppola@springfieldcityhall.com>
Cc: "Roach, Patrick" <roachp@sps.springfield.ma.us>
Subject: RE: contracts

Rita,

The object code is 580600 and the org is 22000004.

I hope you have a nice Holiday weekend!

Timothy Gray
System Food Service Coordinator
Springfield Public Schools
413-787-7141 Office
413-896-2115 Cell

-----Original Message-----

From: Coppola, Rita [<mailto:RCoppola@springfieldcityhall.com>]
Sent: Wednesday, July 03, 2013 8:03 AM
To: Gray, Timothy
Cc: Roach, Patrick
Subject: Re: contracts

Hi Tim,

The only thing I need to get this going is the org and object code. Everything else is all set.
Thank you

Rita Coppola
Director

Capital Asset Construction

On Jul 3, 2013, at 7:12 AM, "Gray, Timothy" <grayt@sps.springfield.ma.us> wrote:

Good Morning Rita,

Pat Roach spoke to me yesterday informing me that he instructed Anthony Soto to provide you with the org and object code that you need for the Dryden School project.

I am just following up to make sure you are all set with everything you need from us?

Thank you.

Timothy Gray
System Food Service Coordinator
Springfield Public Schools
413-787-7141 Office
413-896-2115 Cell

-----Original Message-----

From: Coppola, Rita [<mailto:RCoppola@springfieldcityhall.com>]
Sent: Friday, June 28, 2013 3:41 PM
To: Lugo, Jessica
Cc: Roach, Patrick; Gray, Timothy
Subject: RE: contracts

Ok Jess.

Hi Pat,

We are ready to process the kitchen change for the Dryden School which includes, as we discussed, the equipment and electrical and plumbing retrofits to accompany the equipment. Please see the email below from Jessica. Could you please send us the org and object code for the account that you would like us to put on the contract amendment so that we can have the City sign off on the amendment?

Thanks,

Rita

From: Lugo, Jessica
Sent: Friday, June 28, 2013 3:01 PM
To: Coppola, Rita
Subject: RE: contracts

Hi Rita - I need an org/orb for Morganti / Aquadro and Cerruti from the School dept.

Jessica

-----Original Message-----

From: Coppola, Rita
Sent: Friday, June 28, 2013 2:55 PM
To: Lugo, Jessica
Subject: Re: contracts

Thanks

Rita Coppola
Director
Capital Asset Construction

On Jun 28, 2013, at 2:50 PM, "Lugo, Jessica" <jlugo@springfieldcityhall.com> wrote:

Hi Rita - Per your request

<MORGANTI - AQUADRO AND CERRUTI AMENDMENT #3
- BROOKINGS AND

DRYDEN.pdf> <MORGANTI - AQUADRO AND CERRUTI
AMENDMENT #2 - CHS.pdf>

<CONSIGLI CONSTRUCTION AMENDMENT #4 -
\$336,918.29 - FPKMS.pdf>

<JAYMOR AMENDMENT #1 BROOKINGS.pdf>